Installation Instructions

procare SOFTWARE®

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1. Start Here!
   a. Unpack and confirm contents (below)
   b. Review the Procare Touch diagram and connect fingerprint reader
   c. Install software
   d. Unpack mounting hardware
   e. Choose your mounting method (see 5a, 5b and 5c)
   f. Mount power brick (optional)

2. Done That. What's Next?
   See bottom of page 6 for your next steps.

3. Unpack & Confirm Contents
   Included with your shipment:
   a. (1) Procare Touch computer
   b. (1) Power cord (connects to power brick)
   c. (1) Power brick / power supply (connects to computer)
   d. (1) Box with mounting hardware (details page 4)

4. Videos
   See how to set up and mount your Procare Touch at:
   ProcareSupport.com/Touch
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Procare Touch Diagram

Ports & Connections

- EMV chip card slot (See article KB0370 at ProcareSupport.com)
- Card swipe slot
- Fingerprint reader (Cable connects to USB 2.0 port below)
- Cash drawer jack (Not used)
- 4 USB 2.0 ports (Use one port for fingerprint reader. May also connect an external CD drive.)
- LAN port (Connect to your network cable— not supplied*)
- USB 3.0 port (Not used)
- Power cable connection (Connect to power brick)
- External monitor port (Not used)
- Power on/off push-button
- Cord holder clip

*We recommend you connect the LAN port to a network cable. However, you may use the built-in wireless (Wi-fi) capability.
Install the software and confirm everything is working before mounting the Procare Touch on your wall or counter. It’s much easier to reach the power switch and ports with the computer on your desk or work bench.

**For Procare Cloud Customers**

If you are using the Procare Cloud service:
2. **IMPORTANT!** When asked if people will be checking in, answer “Yes. This computer will be used as a Procare Check-In station.”

**Installation for Non-Cloud Customers**

**At your main computer (server):**
1. If you haven’t already done so, install Procare on your main computer (server) choosing a “Full” or “Advanced” install. Search ProcareSupport.com for article KB0901.

**At your Procare Touch computer:**
2. Make sure the Procare Touch Computer is connected to your network so it has access to the main computer. You may need assistance from a local computer technician.
3. Install Windows Updates on the Procare Touch. Make sure the Procare Touch has internet access, then go to *Start > Settings > Update & Security > Windows Update.*
4. Download and install Procare:
   - b. When you reach the Quick Setup screen be sure “Client Computer / Workstation” is selected as the role for this computer.
   - c. **IMPORTANT!** When asked if people will be checking in, answer “Yes. This computer will be used as a Procare Check-In station.”
5. You MUST install the latest Procare online update. From the *Procare Home* screen go to *Utilities > Check for Online Update.*
Unpack Mounting Hardware

Your Procare Touch may be mounted in 3 different ways:

◊ Angled on wall (see 5a)
◊ Flat on wall (see 5b)
◊ Desktop / countertop (see 5c)

Universal Mount Parts List

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Description</th>
<th>QTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Base mount</td>
<td>1</td>
</tr>
<tr>
<td>B</td>
<td>Mount plate</td>
<td>1</td>
</tr>
<tr>
<td>C</td>
<td>Cord guard</td>
<td>1</td>
</tr>
<tr>
<td>D</td>
<td>Studded adjustment plate</td>
<td>1</td>
</tr>
<tr>
<td>E</td>
<td>Perforated adjustment plate</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Tension knob</td>
<td>1</td>
</tr>
<tr>
<td>G</td>
<td>14” zip tie</td>
<td>2</td>
</tr>
<tr>
<td>H</td>
<td>M4-0.7 x 8mm pan head machine screws</td>
<td>8</td>
</tr>
</tbody>
</table>

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5a Angled on Wall

1. Begin with the base mount securely fastened to the wall. (fasteners not included)

2. Position the PC facedown on a protected/padded surface.

3. Place the mount plate as you see above. Be sure the tabs are pointed up. Install screws in the 4 positions noted.

4. Lift the PC/mount plate as shown. Insert the tabs into the slots at the top of the base mount attached to the wall.

5. Once both tabs are fully inserted, lower the PC at an angle. For safety, do not leave the PC "hanging" on the mount plate tabs.

6. Install the perforated adjustment plate (Part E) to the mount plate as shown.

7. Install the studded adjustment plate (Part D) to the base mount. Select 1 of 3 angles by inserting the stud into one of the 3 holes.

8. Secure the two plates using the tension knob. These plates are designed to be a tight fit, you may need assistance.

9. Run cables through the cut-outs in the mount plate before installing cord guard.

10. Place the cord guard over the cords and align with the holes on the mount plate.

11. Secure the cord guard by installing two screws on the back side of the mount plate.
Flat on Wall

1. Begin with the base mount securely fastened to the wall. (fasteners not included)
2. Place the PC facedown on a protected/padded surface.
3. Place the mount plate as you see above. Be sure the tabs are pointed up. Install screws in the 4 positions noted.
4. Lift the PC/mount plate as shown. Insert the tabs into the slots at the top of the base mount attached to the wall.
5. Once both tabs are fully inserted, lower the PC at an angle. For safety, do not leave the PC “hanging” on the mount plate tabs.
6. Run cables through the cut-outs in the mount plate before installing cord guard.
7. Place the cord guard over the cords and align with the holes on the mount plate.
8. Secure the cord guard by installing two screws on the back of the mount plate.
9. Lower the PC flat against the mount plate.
10. Install two screws on the front through the access holes in the cord guard. A magnetic tip screwdriver may be helpful.
1. Place the PC facedown on a protected/padded surface.

2. Place the mount plate as you see above. Be sure the tabs are pointed up. Install screws in the 4 positions noted.

3. Run cables through the cut-outs in the mount plate before installing cord guard.

4. Place the cord guard over the cords and align with the holes on the mount plate.

5. Secure the cord guard by installing two screws on the back side of the mount plate.

6. Insert the base mount: align the two tabs with the two slots in the base mount.

7. Insert the tabs from both studded (Part D) and perforated (Part E) adjustment plates into the large slots above. Be sure to keep the stud facing inward.

8. Depending on the preferred angle, insert the stud into one of the three holes on the perforated adjustment plate. These plates are designed to be a tight fit, you may need assistance.

9. Holding the plates firmly, attach the tension knob and tighten. The Procare Touch mount should now be tight and firm.
Optional Power Brick Installation

The mounting bracket may stow the power brick and cord for a cleaner installation. This works with an angled wall or desktop mount, but is not compatible with a flat wall mount.

With PC facedown on a padded/protected surface, insert the (2) 14” zip ties through the holes provided in the tabs as shown.

Place power brick between the two tabs.

Bundle as much power cord as needed on top of the power brick—hold in place while securing/tightening the two zip ties.

You may choose to snip off any excess zip tie after tightening. Warning: Do not cut any wiring/cables.

What’s Next?

Search ProcareSupport.com for the following articles:

1. Choose settings for the Check-In Options screen (article KB0127).
2. Generate Temporary Registration Numbers for each parent or pickup person (article KB0171).
3. Each person will then Register for Check-In at the Procare Touch computer (article KB0227).
4. Start Checking In (article KB0228).

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