



Basic Installation of Point of Sale Hardware

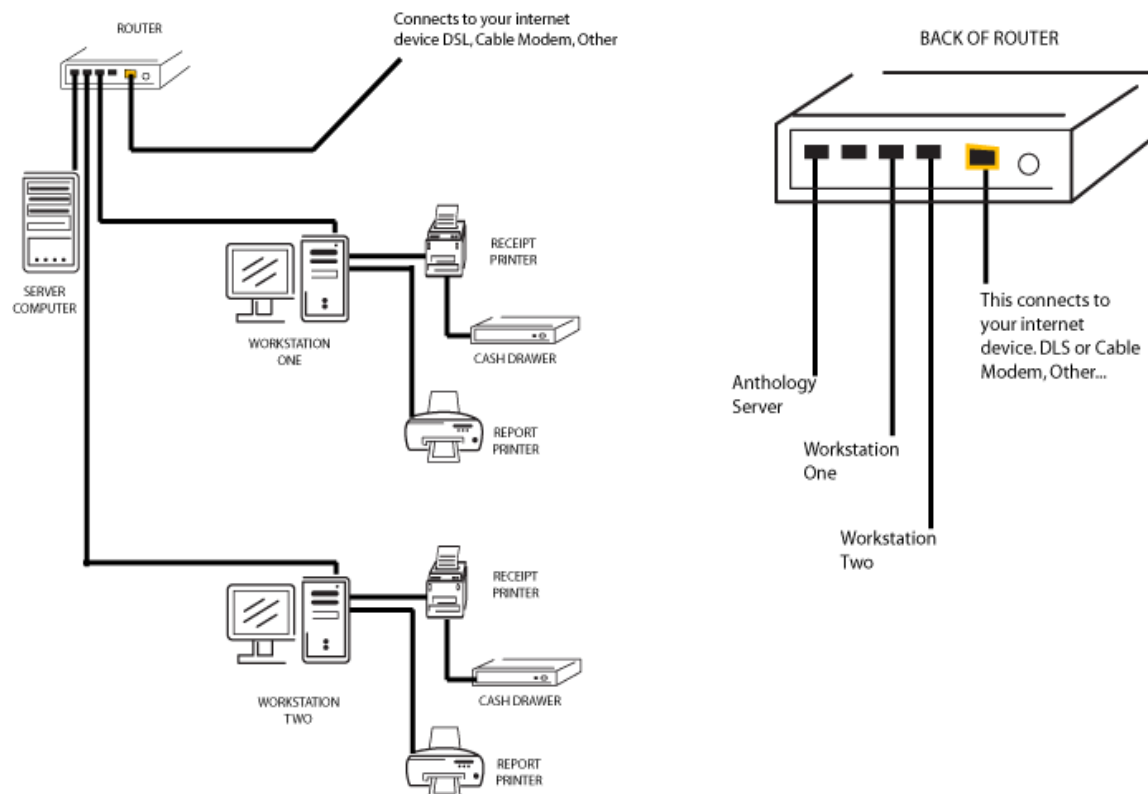
As you receive your hardware it is important to inspect the shipments for damage and completeness immediately. If there are any discrepancies, please notify Anthology. It is also important to save all the packaging material from your hardware should you need to return to the manufacturer for warranty work or replacement - some manufacturers will not accept items unless they are in the original boxes.

Note: If your equipment is being delivered in cold weather, allow it to reach room temperature before plugging it in or turning it on.

Set up tips

If possible, attempt to set up equipment in a location that will allow easy access to the backs of computers and other hardware. Often “easy” access is not possible when in place at your store.

If you are networking multiple computers we recommend that you start at the server and connect and configure one workstation at a time. Typically if there are network issues they will show up as you add to the network. Below is a basic network diagram



Battery Backup UPS (Recommended)

An “Uninterruptible Power Supply” or Battery Backup is a valuable piece of equipment and can save you from countless issue if you should lose power. These units are highly recommended.

Please refer to the manufacturer’s setup and operation manual.

Tip: you should test your UPS on a regular schedule - simply unplug the unit from the wall plug. You should hear the alarm sound and your computer should stay running.

Receipt Printer (Optional)

Star TSP100 Series

We always recommend using the manufacturer’s installation guidelines there are some recommended steps for an easy installation.

Use the latest driver

We need to ensure that we have a printer driver installed on the computer using the printer. Because your installation disk may not have the very latest driver we recommend you visit the Star Micronics web site at <http://www.starmicronics.com/> . You can download the latest drivers for your model printer and for your specific operating system. These files are large so allot some time for this process.

Once the driver is installed

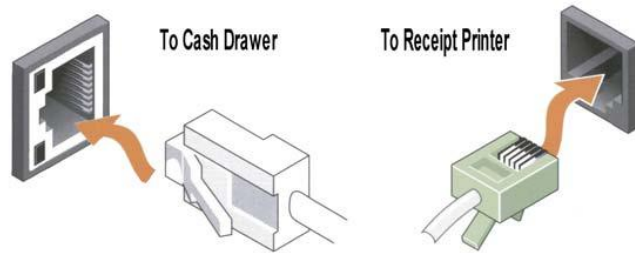
1. Connect the printer, plug into a power source and turn it on.
2. Your printer will locate the driver you installed.
3. Now you can insert a roll of paper and press the feed button a couple of times to advance the paper.

IMPORTANT: Although USB devices are advertised to plug into any port we have found over the years that “*printer drivers*” should always be plugged into the same port. We recommend that you tag this port to easily identify it.

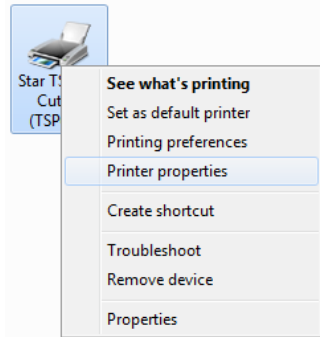
4. We recommend printing a test page and if possible a test transaction in Visual Anthology.

Setting the printer to open the Cash Drawer

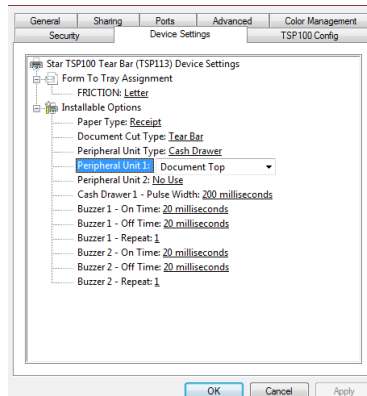
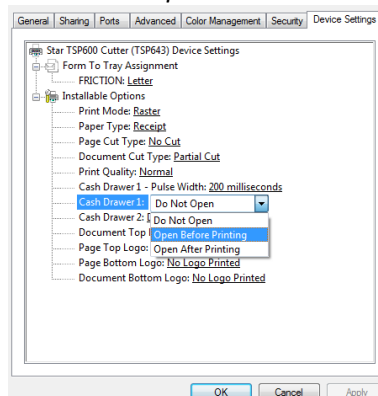
1. You should have received a cable that looks like a phone connector.
 - a. Plug one end into the printer and the other into the cash drawer.



2. Next we need to change the printer properties.
 - a. Click on you Windows start button
 - b. Choose “Devices and Printers”
 - c. Locate your TSP100 printer
 - d. Right click the icon and choose “Printer Properties”




- e. Choose the “Device Settings” tab
- f. There are two possibilities for the cash drawer. One is to choose *Cash Drawer 1 | Open before Printing*. The other is *Peripheral Type | Cash Drawer and Peripheral Unit 1 | Document Top*

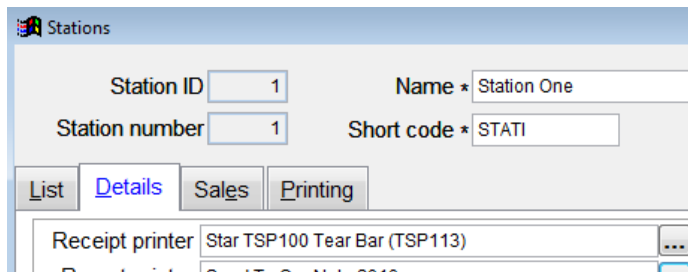


- g. Choose Apply
- h. Choose Ok

Getting Visual Anthology to see your printer

Before we can print from Visual Anthology we need to set up the printer in the Station screen. This is an easy but often overlooked step.

1. Open Visual Anthology on the workstation
2. Open *Master Files* → *Stations*
3. Click the ellipsis button to select your printer. 



4. Save your changes

Barcode Scanner (Optional)

Your barcode scanner should work correctly right out of the box.

- Simply connect the scanner to one of the computer's USB ports.
- Next you'll want to test the scanner.
 - Open Notepad®
 - Scan an item
 - Notepad should display the decoded barcode on the screen.

Credit Card Reader (Optional)

Your Credit Card reader should not require any special installation.

- Simply connect the reader to one of the computer's USB ports.
- Open Notepad®
- Swipe a Credit Card
- Notepad should display the contents of the magnetic strip.

Note: When selecting a USB port to connect to it is best to use one from the back of the computer. Many readers work best on USB2 ports and typically if there is a mix of USB1 and USB2 the USB1 will be on the front of the computer.

Pole Display Units (Optional)

Your pole display should have come with a CD (mini CD) to install the driver.

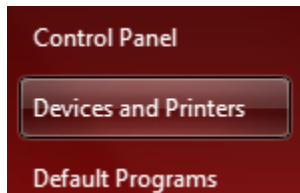
IMPORTANT: Do not connect the Pole Display until after you have installed the driver.

- Place the CD in the drive
- Install the driver
- Reboot the computer (turn off for 30 seconds)
- Attach the Pole Display to a power source - you should see it display a message. This lets you know the display is working.
- Attach the USB cable to the computer and the Pole Display
- The Pole Display should be found automatically and will be displayed in your “Devices and Printers” screen.

Now we need to tell Visual Anthology where it is

The pole display needs to be assigned to a specific com port. When you have followed the steps above the new hardware will be displayed in the Start → Devices and Printers screen. The name that has been assigned will contain the port to which it is assigned (e.g. COM 4, COM9, etc.). You’ll need this number.

1. Click the Windows Start button
2. Choose the Devices and Printers button



3. Locate the Pole Display on the screen and note the name (the COM port).
4. Close out of this screen
5. Open Visual Anthology
6. Choose Master Files → Stations
 - a. At the bottom of the screen choose COM port number you noted above and then choose PD1200.

Pole display Comm port Pole display device

7. Save your changes.