![MagTek® SECURITY FROM THE INSIDE]

ExpressCard 2000
CARD PERSONALIZATION DEVICE
SECURED BY THE MAGNESAFE SECURITY ARCHITECTURE

CONTENTS

1. AC power cord
2. Card weights
3. Card cleaning roller wipes
4. Blank white card stock
5. Touchscreen stylus
6. Support DVD
7. Cleaning cards
8. Sample card
9. Rear indent cartridge
10. Tubular keys
11. Image print head cleaning pen
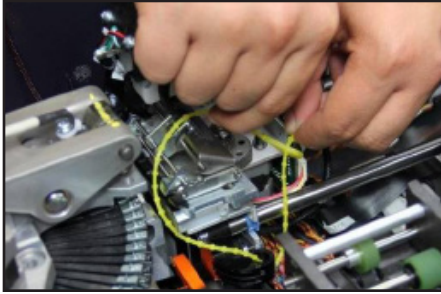12. ExpressCard 2000 device

---

NOTICE **NOTE: PRIOR TO INSTALLATION, PLEASE CONTACT MAGTEK SUPPORT SERVICES FOR THE LATEST INFORMATION ON THE EXPRESSCARD 2000.**

⚠️ **Caution: The EC2000 weighs approximately 85 lbs. and is specifically designed to be lifted by no fewer than two people. When moving it, use safe lifting techniques.**
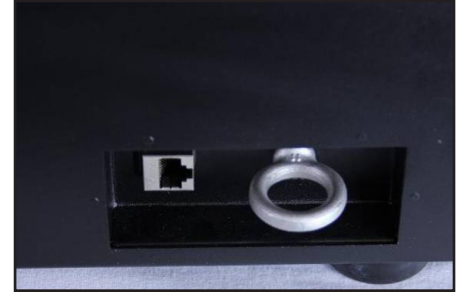
A UNPACK AND SECURE

1. XY Transport Shipping Tie
   Remember to remove all of the transport shipping ties. Failure to remove all of the ties could cause damage to your device.
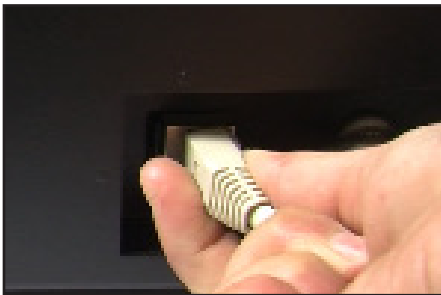
2. Hopper Transport Shipping Tie
   Remember to remove all of the transport shipping ties. Failure to remove all of the ties could cause damage to your device.

3. Secure: If using the security anchor, thread a cable or chain through the security anchor and lock the cable to a secure stationary anchor point. If bolting directly to the surface, see the Installation and Operation Manual for details.

B CONNECT AND POWER ON

1. If the EC2000 will be connected to a Local Area Network (LAN), use a standard Ethernet cable to connect the EC2000 to the allotted Ethernet jack or network device.

2. Insert the provided AC power cord firmly into the EC2000's power connector and connect the other end to a properly grounded AC socket-outlet.
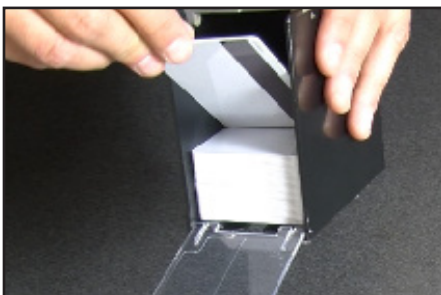
3. Power on the EC2000.

4. Determine the EC2000's serial number and contact MagTek Support Services to learn default passwords, to configure the EC2000s' TCP/IP settings, and to authorize the device.

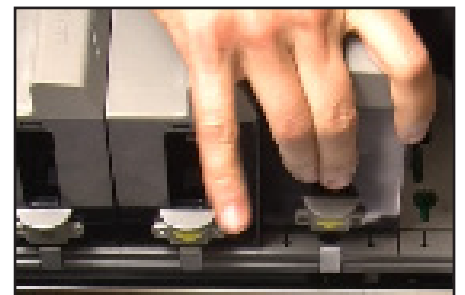## Open the ExpressCard 2000 top access door.

C LOAD CARDS AND CARD WEIGHTS

1. Have the hopper and card stock you will be loading in hand and determine which you will use hopper.

2. Remove a stack of 100 or fewer cards from the packaging. (Handle cards only along the edges. Orient the card stock with magstripes toward the floor, facing the right wall of the hopper, or smart card chips facing the ceiling, toward the rear wall of the hopper.)
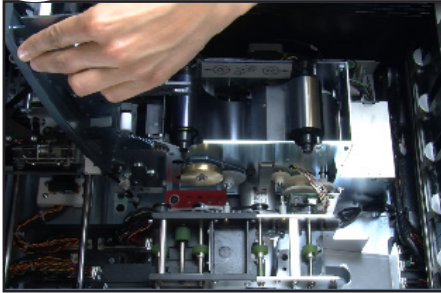
3. Load the stack of cards into the card stock hopper and push the stack all the way to the back of the hopper.

4. Place a card weight on top of the loaded card stock.

5. Close the hopper's door and make sure the door release lever clicks closed.

6. Turn the hopper around so the "Lock" arrow on the handle points to the right side of the EC2000.

7. Re-insert the hopper into the EC2000 in the release position.

8. Slide the hopper into the locked position (the direction indicated by the "Lock" arrow on the handle) until you feel a click as it locks in place.
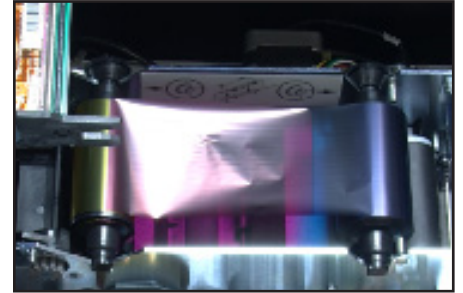
D — INSTALL PRINT RIBBON

1. Remove the image printer ribbon from all packaging. The spool with all the ribbon is called the supply spool, and the other end is the take-up spool.
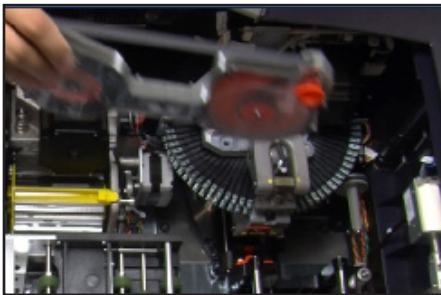
2. Orient the ribbon so the supply spool is near the card stock hoppers. The ribbon stretched between the two spools should be facing toward the ceiling.

3. Place the take-up spool between the notches near the hinge of the print head.
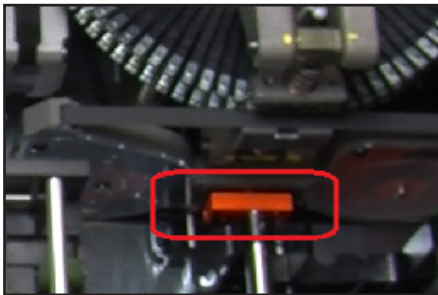
4. Unroll the supply spool and place it between the notches on the other side of the image printer.

5. Calibrate the ribbon. (See Installation and Operation Manual for details).

E — INSTALL REAR INDENT CARTRIDGE

1. On the touchscreen, press MENU, then MAINTENANCE , and then UNLOAD CARTRIDGE buttons.

2. Orient the indent ribbon cartridge.

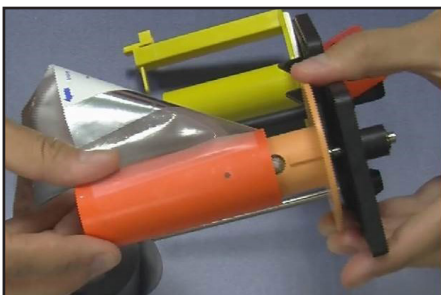3. Insert the cartridge between the orange release button and the embosser.

4. Press the cartridge firmly toward the floor until you feel a click.

5. Pull up gently on the cartridge to make sure it is locked in place.

6. Press the LOAD CARTRIDGE button. The EC2000 will load the indent ribbon cartridge into the embosser and lock it in place for use.

7. Press the STATUS button to return the EC2000 Status page.

F — INSTALL TIPPER FOIL

1. Obtain a new tipper foil roll.
2. Open the top access door.
3. Locate the foil tipper on the inside front of the EC2000.
4. Press down on the orange release lever on the right side of the foil tipper.
5. Gently pull the foil spool assembly to the right and remove it from the EC2000.
6. Pull the small yellow foil release tab at the end of the yellow spool.
7. Remove the tipper foil roll from the yellow spool and set it on the tabletop.
8. Remove the tipper foil roll from the orange spool and set it on the tabletop.

9. Safely dispose of the used tipper foil roll.
10. Place the orange core of the new roll on the orange spool, being careful to thread the foil under the two foil guide pins.
11. Pull the small yellow foil release tab at the end of the yellow spool, then place the large portion of the new roll on the yellow spool, thread the foil over the geared guide pin and under the bottom guide pin.
12. Press the small yellow foil release tab at the end of the yellow spool to secure the new roll.

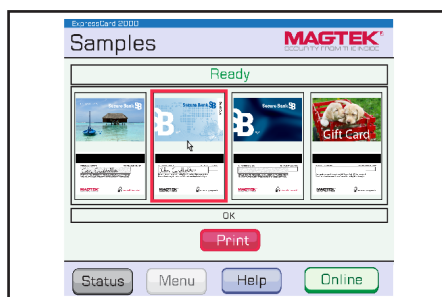13. Rotate the orange core until you can press it firmly onto the orange spool. Continue rotating until the foil is tight across the guide pins.
14. Place the foil spool assembly back into the EC2000 foil tipper, carefully threading the foil under the tipper heater. Press firmly until you feel a click. If the tipper foil spool assembly does not click into place, rotate the orange spool a bit and try again.

Close the ExpressCard 2000 top access door.

G PRINT SAMPLE CARD

1. Press the MENU button to open the Main Menu page.

2. Press the SAMPLES button to open the Samples page, which presents four sample card options.

3. Select the sample you wish to create. The EC2000 has default card stock hoppers set for each sample. (Review the Installation and Operation Manual for details.)

4. Press the PRINT button.

5. The EC2000 will create the selected sample card.

H SAFETY INFORMATION

SAFETY

This product has been evaluated by multiple safety certification agencies, including Underwriters Laboratories (UL) and the United States Federal Communications Commission (FCC Class A and Class B), and is designed to protect both the user and the device. This document is written specifically to work in conjunction with these safety and integrity features to protect the user and the device. It is very important to follow all steps in the product documentation carefully, in the order in which they are described, and at the recommended times. Failure to do so could result in personal injury, and / or cause damage to the device, and / or void the product warranty.

SAFETY REQUIREMENTS

Caution: Never do any of the following:

- DO NOT use a ground adapter plug to connect equipment to a power socket-outlet that lacks a ground connection terminal.
- DO NOT attempt any maintenance function that is not specifically described in this manual or in other ExpressCard 2000 instructional documents published by MagTek.
- DO NOT remove any of the covers or guards that are fastened with screws. There are no user-serviceable areas within these covers.
- DO NOT override or "cheat" electrical or mechanical interlock devices.
- DO NOT use EC2000 supplies or cleaning materials for other than their intended purposes.
- DO NOT operate the equipment if you or anyone else have noticed unusual noises or odors.

Consider the following before operating the ExpressCard 2000:

- Connect the EC2000 to a properly grounded AC power socket-outlet. If in doubt, have the socket-outlet checked by a qualified electrician. Improper connection of the device's grounding conductor creates a risk of electric shock.
- Place the EC2000 on a solid surface that can safely support the weight of the device and that of a person leaning against the device (such as a service technician).
- Be careful when moving or relocating the device. Use proper lifting techniques.
- Use materials and supplies specifically designed for MagTek devices. Using unsuitable materials may result in poor performance, and in some cases may be hazardous.