

# Magnetic Card Encoder

# User's Manual

#### **Computer Programs and Documentation**

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Federal Communications Commission (FCC) Warning
This equipment has been tested and found to comply with the limits for a Class A digital device pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy, and if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense. Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate this equipment.

#### **Approvals**

MH10581

#### Gasboy, Greensboro, is an ISO 9001:2000 registered facility.

Key control unit, Model GKE-B Series Card reader terminals, Models 1000, 1000P Site controller, Model 2000S CFN Series Data entry terminals, Model TPK-900 Series

Underwriters Laboratories (UL):		New York City Fire Department (NYFD):		
UL File#	Products listed with UL	NYFD C of A #	Product	
MH4314	All dispensers and self-contained pumping units	4823	9100A, 9140A, 9152A, 9153A, 9800A, 9840A, 9850A, 9852A,	
	Power operated Transfer Pump Models 25,		9853A, 9140	
MH6418	25C, 26, 27, 28, 72, 72S, 72SP, 72X, 73 and	4997	9822A, 9823A	
	1820	5046	9100Q, 9140Q, 9152Q, 9153Q,	
MH7404	Hand operated Transfer Pump Models 1230 Series, 1243 Series, 1520 and 1720 Series		9800Q, 9840Q, 9852Q, 9853Q	

#### California Air Resources Board (CARB):

Executive Order #	Product
G-70-52-AM	Balance Vapor Recovery
G-70-150-AE	VaporVac

#### Fuel Point Reader System National Conference of Weights and Measures (NCWM) - Certificate of Compliance (CoC):

Gasboy pumps and dispensers are evaluated by NCWM under the National Type Evaluation Program (NTEP). NCWM has issued the following CoC:

CoC#	Product	Model #	CoC#	Product	Model #
95-179A2	Dispenser	9100 Retail Series, 8700 Series, 9700 Series	91-019A2	Dispenser	9100 Commercial Series
95-136A5	Dispenser	9800 Series	91-057A3	Controller	1000 Series FMS, 2000S-CFN Series

#### **Patents**

Gasboy products are manufactured or sold under one or more of the following US patents:

#### Dispensers

5,257,720

#### Point of Sale/Back Office Equipment

D335,673

Additional US and foreign patents pending.

#### **Trademarks**

Non-registered trademarks	Registered trademarks	
Atlas <sup>TM</sup>	ASTRA®	
Consola™	Fuel Point®	
Infinity <sup>TM</sup>	Gasboy®	Additional US and foreign trademarks pending.
	Keytrol®	Other brand or product names shown may be
	Slimline®	trademarks or registered trademarks of their respective holders.



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Purpose Introduction

# 1 – Introduction

## **Purpose**

This manual is describes the full range of functions and features of the Gasboy Magnetic (Mag) Card Encoder (MCE) system. It was developed to familiarize you with your MCE software, and to provide instructions on how to properly encode cards for use with the Gasboy Fleet Management Systems.

Before using the MCE system, the user must read and understand this manual.

## **Overview**

MCE provides the flexibility to easily encode and read your magnetic stripe cards. New accounts or employees can be added to your system right away. Lost or stolen cards can be replaced without delay. If you have experienced delays involving ordering new or replacement cards, you will appreciate the ability to encode your mag cards.

MCE utilizes a motorized encoder that connects to a serial port of a PC and only writes to and reads from track 2. The motorized encoder automatically transports the card over the heads for write/read operation. Both high and low coercivity\* cards can be encoded and read using the Gasboy encoder.

Note: \*Coercivity relates to the amount of magnetic force needed to write or overwrite data on the magnetic stripe. High coercivity cards require more magnetic force than low coercivity cards.

Using the MCE setup screens, you can easily configure the MCE software to your specifications. The loading of card data is made easier by the use of automatically loaded standards, incrementing and/or decrementing fields. In many cases, only a few digits of information need to be loaded to encode the entire card, greatly reducing the encoding time. The software saves your configuration and any card data in the file when the PC is turned off.

Standard features of the MCE software enable you to create one card and PIN layout, encode and read mag cards, print card data, generate non-Cenex Personal Identification Numbers (PINs) used on Gasboy's Cash Flow Network (CFN) and Series 1000 systems. Cenex PIN generation is currently not a function of this software. MCE also automatically performs a read verification of each card after it is encoded to ensure that the card was encoded properly. Unauthorized use of the system is prevented by mandating the entry of a security access code (login) before commands can be entered.

Although sophisticated in nature, the Gasboy MCE is easy to use. Previous card encoding experience is not required to operate the encoder.

Introduction Intended Users

## **Intended Users**

Individuals who are authorized by the Fleet Owner or Manager, may use the Gasboy MCE to program cards for use with the Gasboy fleet systems to which the software is licensed. It is the responsibility of the user and fleet manager to ensure that the card and PIN information are handled securely.

Note: Only authorized Gasboy model encoder hardware, purchased from Gasboy, will work with this MCE software.

# Warranty

For information on warranty, refer to Gasboy's Warranty Policy Statement - MDE-4255. If you have any warranty-related questions, contact Gasboy's Warranty Department at its Greensboro location.

# **Related Reading**

The following documents contain related information and may be helpful when using the MCE:

Document Number	Title	GOLD Library
C01687	CFN Card Encoding Manual	Gasboy Fuel Management Products
C08924	Series 1000 FMS Card Encoding Manual	Gasboy Fuel Management Products

# **Abbreviations and Acronyms**

The following table contains a list of acronyms used in this manual:

Acronym	Definition
CFN	Cash Flow Network
ID	Identification
МВ	Megabyte
MCE	Magnetic Card Encoder System
PIN	Personal Identification Number
UL®	Underwriters Laboratories
VAC	Volts Alternating Current
	<u> </u>

# 2 – Installing MCE

## **Windows Version Requirements**

This MCE software will only function on PCs running Windows XP Professional.

## **Environmental Requirements**

MCE should be located in a clean, office-type environment to ensure maximum life of the unit. A dirty environment may cause premature failure of the reader mechanism. The operating requirements are:

- 10° to 50° C, 20% to 80% Relative Humidity (non-condensing)
- MCE and any of the devices connected to it must not be installed in or over a hazardous location.

## **Power Requirements**

MCE plugs into any standard wall outlet. The power line should be free from any surges or other electrical interference. The encoder's power requirements are:

- 115-230 VAC +/- 10%, 47-63 HZ, 50 Watts Maximum
- All wiring must conform with the National Electrical Code (NFPA 70), the Automotive and Marine Service Station Code (NFPA 30A), and State and Local Codes.

## **RS232 Wiring**

MCE is provided with an interface cable (approximately 1.8 meters or 5.9 feet) for RS232 communication. Should it become necessary to construct special cables for interfacing a PC to the MCE, the following information details the pins and signals available on the RS232 port of the unit. Following is the connection diagram.

D-sub-9S (female)		D-su	ıb-9S (female)
Pin No.	Signal	Pin No.	Signal
2	RD (RxD)	2	RD (RxD)
3	SD (TxD)	3	SD (TxD)
4	ER (DTR)	4	ER (DTR)
5	SG (GND)	5	SG (GND)
6	DR (DSR)	6	DR (DSR)
7	RS (RTS)	7	RS (RTS)
8	CS (CTS)	 . 8	CS (CTS)
Shield	FG	Shield	FG

## **Communication Connections**

MCE requires the use of a PC for operation. The type of PC used can vary according to the application and optional printer(s) that may be connected.

Only the authorized Gasboy model encoder hardware, purchased from Gasboy, will work with this MCE software.

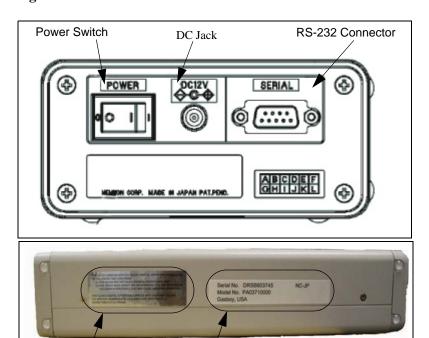


Figure 2-1: Back Panel and Side View of MCE

• Power switch: Power on/off the unit.

FCC Label

- DC Jack: Connect the AC adapter supplied with the unit.
- RS-232 Connector: Connect to Host/PC with the interface cable supplied with the unit.

Model number & Serial number

*Note: Turn the power off before connecting the interface cable to the unit.* 

Installing MCE Software Installing MCE

# **Installing MCE Software**

To install the Gasboy MCE software, proceed as follows:

1 Insert the Gasboy MCE for Windows software CD in to your CD-ROM drive. The "Gasboy MCE for Windows" window appears (Figure 2-2).

Note: It may take 30 to 120 seconds for the Gasboy MCE for Windows screen to appear.





2 Click **Install**. The "Welcome to the Gasboy MCE for Windows Setup Wizard" window appears (Figure 2-3 on page 2-4).

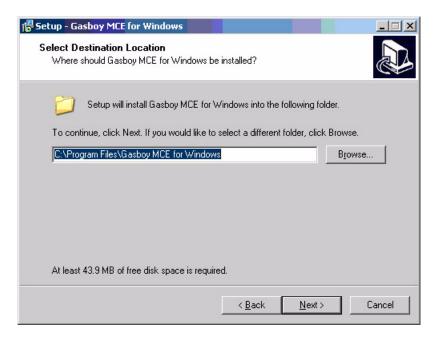
Installing MCE Installing MCE

Figure 2-3: Gasboy MCE for Windows Setup Wizard



**3** Click **Next.** The "Select Destination Location" window appears (Figure 2-4). *Note: To cancel the installation at any time, click Cancel and then Yes.* 

**Figure 2-4: Select Destination Location** 



Installing MCE Software Installing MCE

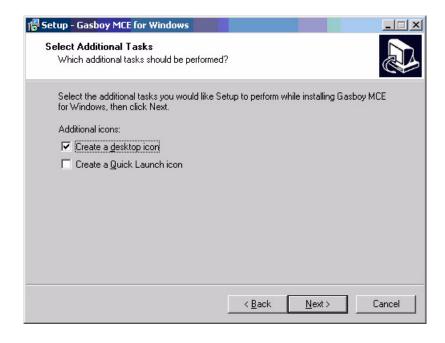
**4** Type a destination folder or select a destination folder by clicking **Browse**, or accept the displayed destination folder and click **Next**. The "Select Start Menu Folder" window appears (Figure 2-5).

Figure 2-5: Select Start Menu Folder



**5** Type an appropriate shortcut name for the program or select one by clicking **Browse**, or accept the shortcut name shown and click **Next**. The "Select Additional Tasks" window appears (Figure 2-6).

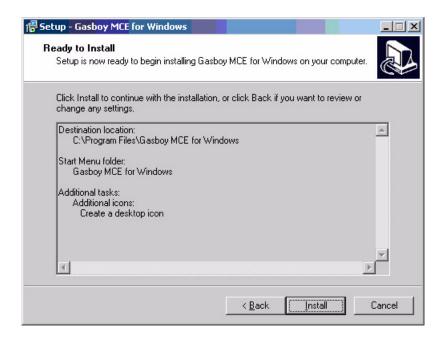
Figure 2-6: Select Additional Tasks



Installing MCE Installing MCE

**6** Under Additional icons, select the optional additional tasks option and click **Next**. The "Ready to Install" window appears (Figure 2-7).

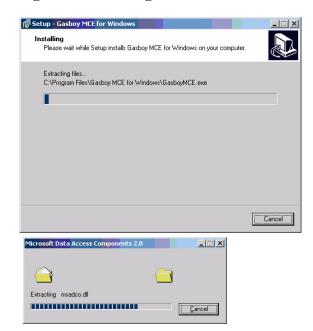
Figure 2-7: Ready to Install



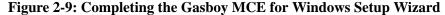
Verify settings. Click Back to change settings

7 Click Install. The "Installing" window appears (Figure 2-8).

Figure 2-8: Installing



**8** When the installation is complete, the "Completing the Gasboy MCE for Windows Setup Wizard" window appears (Figure 2-9).





**9** Select the "Launch Gasboy MCE for Windows" check box to display the MCE login screen (Figure 4-1), or leave it blank to end this installation without displaying the login screen. The application can be started anytime by selecting the icons or the program listing. Click **Finish** (Figure 2-9).

# **Uninstalling MCE Software**

You can uninstall the Gasboy MCE software using one of the following methods:

- Method 1: From the desktop, select Start>Programs>Uninstall Gasboy MCE for Windows.
- Method 2:
  - **1** From the Start menu, select **Settings-Control Panel**. The Control Panel window appears.
  - 2 Double click **Add/Remove Programs**. The Add/Remove Programs window appears.
  - 3 Select Gasboy MCE for Windows and click Remove. MCE software is uninstalled.

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Communication Port Connecting to MCE

# 3 – Connecting to MCE

### **Communication Port**

Gasboy MCE has one asynchronous communication port for connecting RS232 to a PC. The connection should be made with the supplied cable. If the cable needs to be extended, the overall cable length is limited to 50 feet. See "Installing MCE" on page 2-1 for specific installation connections.

The serial port is used for connecting a PC. All commands to the encoder are processed through this port. Refer to "Configuring COM Port Settings" on page 8-2 to program which PC COM port the encoder is to be connected to.

# Printer(s)

Hard-copy Printer - This is an optional printer used to provide hard-copy printouts. This device should be connected to the PC parallel port, if used.

Note: The printer should be UL listed and should not be used over a hazardous location.

Connecting to MCE Printer(s)

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Logging On Working with MCE

# 4 – Working with MCE

# **Logging On**

Once the software has been installed, perform the following:

- 1 Double click the Gasboy MCE software icon. The Gasboy Login window appears.
- 2 Enter the login password and click **OK** (Figure 4-1). The Gasboy Card Encoder window appears (Figure 4-2 on page 4-2).

Note: The initial password for logging in is "gasboy" (case-sensitive). You can change this password, after logging on the first time. If you forget your password, you can use a specially provided code card that changes the password back to "gasboy".



Figure 4-1: Gasboy Login Window

Working with MCE Creating a Card Layout

# **Creating a Card Layout**

This version of the software allows the creation of only one card and PIN layout configuration at a time. To navigate to the MCE Card Layout window, proceed as follows:

1 Click **File>Create New Card Layout > Card Layout** (Figure 4-2). The Gasboy Card Encoder - Create New Card Layout window appears (Figure 4-3).

Figure 4-2: Gasboy Card Encoder Screen

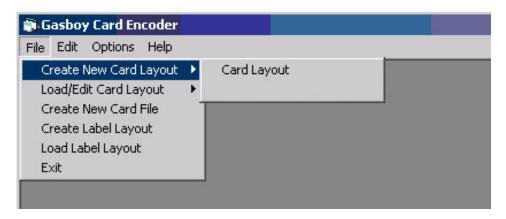
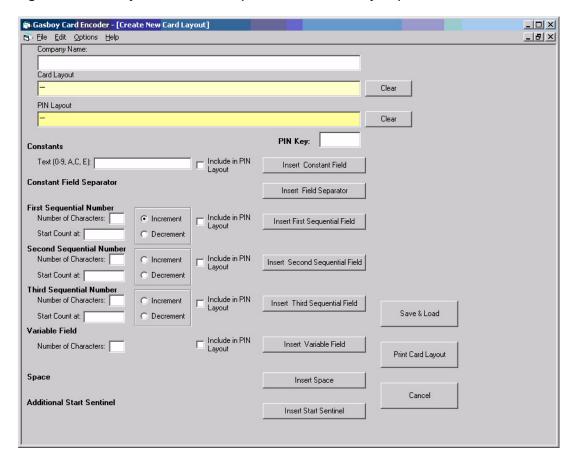


Figure 4-3: Gasboy Card Encoder - (Create New Card Layout)



At the top of the form (Figure 4-3 on page 4-2), you will notice the Company Name, Card Layout, and PIN Layout fields (Figure 4-4). You may enter the values directly into these fields, but it is recommended that you use wizard fields and controls to create your layout. The details of wizard fields and buttons are provided in the following pages. To save layouts, click **Save & Load**. A series of message windows will appear explaining that any cards will be removed from the system and new layouts will be saved. Click **Yes** and **OK** to save your layouts.

### **PIN Layout**

This version allows the creation of only one card and PIN layout. Your MCE can calculate non-Cenex PINs and print the PINs used on Gasboy CFN and Series 1000 Systems. Cenex PIN generation is currently not a function of this software. PINs can be calculated only against numeric data on the card. You cannot calculate a PIN against **A**, **C**, **E**, or a field separator. If PINs are desired, the following data must be loaded.

#### **PIN LAYOUT**

The PIN layout is used to determine which card characters are used for calculation of the PIN.

#### P

Calculation character - Indicates that the associated card layout character is used for the PIN calculation. Only numeric characters should be indicated for the PIN calculation. No more than 20 characters can be designated for PIN calculation.

#### X

Non-calculation character - Indicates that the associated card layout character is not used for the PIN calculation.

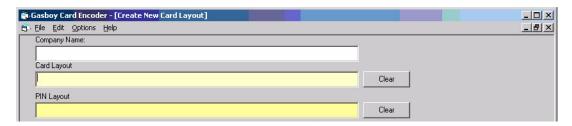
#### PIN KEY

The PIN key for your site should be loaded for proper PIN calculation.

Note: PINs are not printed for cards where a READ ERROR has occurred.

Note: The wizard fields and buttons are arranged vertically from top to bottom (Figure 4-3 on page 4-2).

Figure 4-4: Gasboy Card Encoder - Company Name, Card and PIN Layout Fields

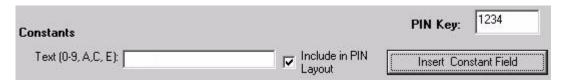


Working with MCE Creating a Card Layout

### **Personal Identification Number (PIN) Key Field**

In this field, enter the PIN Key assigned to your site (Figure 4-5).

Figure 4-5: PIN Key



### **Entering Constant Fields**

Constant fields are typically used for system ID, or any field that remains the same on each card. Constants can be 0-9, A, C, E.

To enter a constant field into the card layout, proceed as follows:

- 1 Enter the number (for example 7559) in the Constants box (Figure 4-6).
- 2 To include the constant in the PIN Layout, select the **Include in PIN Layout** checkbox.

Note: The software uses this constant in the PIN calculation for each card, if this checkbox is selected. System ID should not be included in the PIN calculation.

**3** Click **Insert Constant Field**. The Card Layout and PIN Layout fields are automatically updated.

Note: You may enter constants at any time. For example, entering an expiration date after the sequential fields.

Figure 4-6: Gasboy Card Encoder - Updated Card and PIN Layout Fields



Creating a Card Layout Working with MCE

### **Inserting Field Separators**

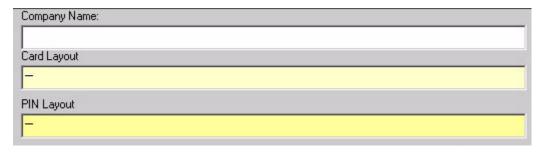
Constant field separator "-" (hyphen) is used when a field separator needs to appear on the card.

Click **Insert Field Separator** (Figure 4-7) to update the Card Layout and PIN Layout fields (Figure 4-8).

Figure 4-7: Constant Field Separator



Figure 4-8: Card Layout and PIN Layout Fields with Field Separator



Note: The software automatically places a space between the fields entered via the buttons.

This space is not encoded on the card. If you enter the values directly, you must insert a space between the fields.

## **Inserting First Sequential Number**

The MCE software allows you to add up to three different sequential number fields to the card layout.

A sequential number up to 10 digits can be added to the layout. The number can be in an incrementing or decrementing order. To add the first sequential number to the card layout, enter the number of characters, starting number, and select the increment or decrement type. Select the **Include in PIN Layout check box,** if applicable. The program keeps track of the last sequential number that was loaded into the card data file. If you are entering the value directly, "I" should always be used as the first sequential field.

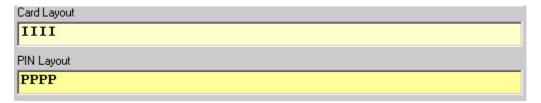
Click **Insert 1st Sequential Field** (Figure 4-9). The Card Layout and PIN Layout fields are updated (Figure 4-10 on page 4-6).

Figure 4-9: First Sequential Number



Working with MCE Creating a Card Layout

Figure 4-10: Card Layout and PIN Layout Fields with First Sequential Number



## **Inserting Second Sequential Number**

This is the same setup as the first sequential number except that it is for a second independent sequential number. "S" should always be used as the second sequential field, if you are entering the values directly.

## **Inserting Third Sequential Number**

This is same setup as the first sequential number except that it is for a third independent sequential number. "T" should always be used as the third sequential field, if you are entering the values directly.

Gasboy Card Encoder - [Create New Card Layout] File Edit Options Help Company Name: - 9999 - IIII SSSS TTTT - 0707 XXX - XXXX - PPPP XXXX XXXX - XXXX XXX Clear PIN Key: 1234 Constants Text (0-9, A,C, E): 0707 ☐ Include in PIN Layout Insert Constant Field Constant Field Separator Insert Field Separator First Sequential Number ✓ Include in PIN Layout Number of Characters: 4 Increment Insert First Sequential Field C Decrement Start Count at: 1000 Second Sequential Number ☐ Include in PIN Layout Number of Characters: 4 • Increment Insert Second Sequential Field Start Count at: 2000 C Decrement Third Sequential Numb ☐ Include in PIN Layout Number of Characters: 4 • Increment Insert Third Sequential Field Save & Load Start Count at: 3000 C Decrement Variable Field ☐ Include in PIN Layout Insert Variable Field Number of Characters: 3 Print Card Layout Space Insert Space Additional Start Sentinel Insert Start Sentinel

Figure 4-11: Layout Containing First, Second, and Third Sequential Numbers

Creating a Card Layout Working with MCE

### **Inserting Variable Fields**

This field is used when the actual card data that is loaded varies from one card to the next. "X" should always be used as a variable character, if you are entering the values directly.

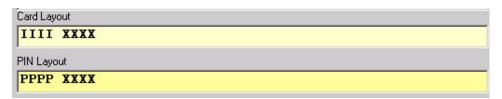
To insert a variable field, proceed as follows:

- 1 Enter the character length of your variable field (Figure 4-12), and select the **Include in PIN Layout** checkbox, if applicable.
- 2 Click Insert Variable Field to update your Card Layout and PIN Layout fields (Figure 4-13).

Figure 4-12: Variable Field



Figure 4-13: Card Layout and PIN Layout Fields with Variable

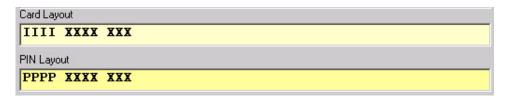


To enter an additional variable field, replace the values in the Variable Field boxes (Figure 4-14), and click **Insert Variable Field** (Figure 4-15). The Card Layout and PIN Layout fields are updated with the additional variable.

Figure 4-14: Additional Variable Field



Figure 4-15: Card Layout and PIN Layout Fields with Additional Variable



Working with MCE Loading a Card Layout

### Spaces, Start Sentinels, and Additional Field Separators

As in the case of Field Separators, Spaces and Start Sentinels may be inserted where appropriate (Figure 4-16).

The program automatically inserts spaces between fields to aid in differentiation between the various card fields. Spaces are not encoded on the cards.

The letter "B" is used to identify an additional Start Sentinel as shown below in the example.

B 7559 IIIIII

The program automatically inserts the first Start Sentinel.

Figure 4-16: Space and Start Sentinel



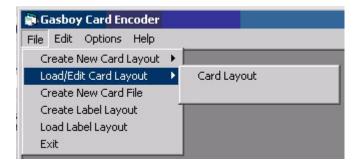
## **Loading a Card Layout**

There are two ways to load a card layout:

- Click File>Load/Edit Card Layout and select the type of layout (Figure 4-17 and Figure 4-18 on page 4-9). You should load a card layout each time you start the application, or change the layout.
- Click Save & Load on the Gasboy Card Encoder (Create New Card Layout) screen (Figure 4-3). This function also allows you to create a card file. After you click Save & Load, you have a Yes/No option to delete all previously entered information in the Card File or preserve the Card File.

Only the authorized Gasboy model encoder hardware, purchased from Gasboy, will work with this MCE software. This Gasboy encoder must also be connected to your PC, powered on, and the correct communications port number must be selected in the MCE software before PINs can be displayed or created.

Figure 4-17: Load Card Layout Button



Printing a Card Layout Working with MCE

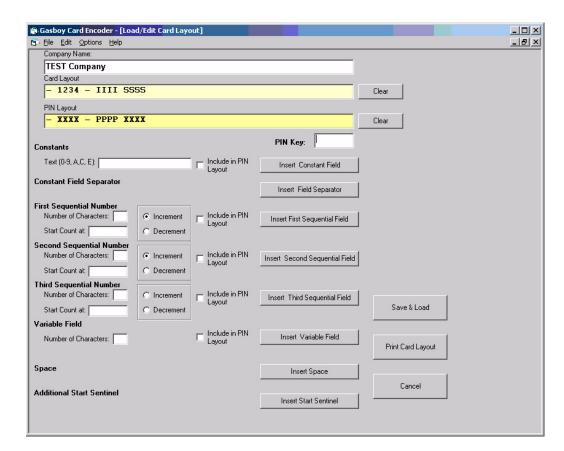


Figure 4-18: Load/Edit Card Layout

# **Printing a Card Layout**

On the Gasboy Card Encoder - [Load/Edit Card Layout], click **Print Card Layout**. Card and PIN Layout with PIN Key print to the parallel printers.

Working with MCE Creating a Card File

# **Creating a Card File**

After you have created and saved a new layout, you should create a Card File.

#### IMPORTANT INFORMATION

This erases all previously entered information in the Card File. Therefore, unless you plan to start over with a new card file, you should not use this feature.

1 To create a new card file, click **File>Create New Card File** (Figure 4-19). A message window appears to confirm if you want to create a new card file (Figure 4-20).

Figure 4-19: Gasboy Card Encoder - Create New Card File Option



Figure 4-20: Create New Card File Dialog Box



**2** Click **Yes**. All previous records are erased and the following dialog box appears. *Note: If you click No, a new card file will not be created.* 

Figure 4-21: New Card File Created Dialog Box



3 Click OK.

Note: You can also create a card file during the process of creating your layout, see section "Loading a Card Layout" on page 4-8.

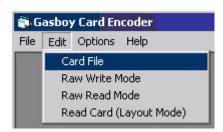
Creating a Card File Working with MCE

## **Editing Your Card File**

To edit data that is to be encoded on your card, click **Edit > Card File** (Figure 4-22).

Only the authorized Gasboy model encoder hardware, purchased from Gasboy, will work with this MCE software. This Gasboy encoder must also be connected to your PC, powered on, and the correct communications port number must be selected in the MCE software before PINs can be displayed or created.

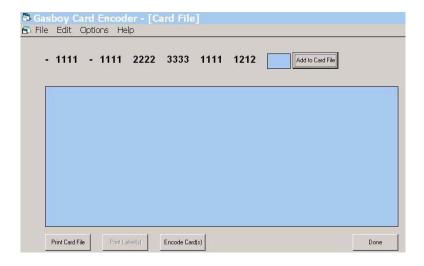
Figure 4-22: Gasboy Card Encoder - Edit



# **Adding Cards to your Card File**

Enter your variable fields in the blank fields above the card file, and click **Add to Card File** (Figure 4-23). Your card and PIN will be listed on the Card File box.

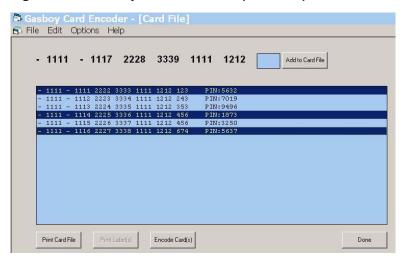
Figure 4-23: Gasboy Card Encoder - (Card File)



### **Encoding Cards**

From the Card File list, select the card(s) that needs to be encoded and click **Encode Card(s)** (Figure 4-23). To select a range of cards, press the **Ctrl** key and select the cards using the mouse (Figure 4-24), then click **Encode Card(s)**. If you are encoding all cards in the file, click **Encode Card(s)** without selecting or highlighting any card(s).

Figure 4-24: Gasboy Card Encoder - (Card File)



### **Printing Card File**

On the Gasboy Card Encoder - (Card File), click **Print Card File**. This function prints all cards and their PINs directly to the printer.

# **Reading Cards in Layout Mode**

Click **Edit>Read Card(Layout Mode)**. This allows you to read cards using the layout loaded. It also displays the PIN for the cards read, if the PIN is required.

*Notes:1) To read cards in the layout mode, a card layout must be loaded.* 

2) Only the authorized Gasboy model encoder hardware, purchased from Gasboy, will work with this MCE software. This Gasboy encoder must also be connected to your PC, powered on, and the correct communications port number must be selected in the MCE software before PINs can be displayed.

Working with MCE	Reading Cards in Layout Mode
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# 5 – Writing and Reading Cards in Raw Mode

# **Writing Cards in Raw Mode**

This option can be used to encode card data irrespective of the layout that is presently loaded into the software configuration. Any card size (up to 37 characters) can be loaded by entering the data on the keyboard. This mode does not generate tables, cards or PINs.

- 1 Click Edit>Raw Write Mode.
- **2** Enter data to be encoded on the card.
- 3 Click **Write**. When a card is inserted into the encoder, it is encoded with the data that you have entered. If the card was not blank, the existing data is overwritten.

# **Reading Cards in Raw Mode**

This option can be used to read card data irrespective of the layout that is presently loaded into the software configuration. This mode displays the data read from the card as a string of characters and does not display the PIN.

- 1 Click Edit>Raw Read Mode. The Raw Read Mode screen appears.
- 2 Click **Read**. When a card is inserted, the data read from the card is displayed.

Writing and Reading Cards in Raw Mode	Reading Cards in Raw Mode	
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Characteristics Specifications

# 6 – Specifications

# **Characteristics**

This MCE software will only function on PCs running Windows XP Professional.

Dimensions	11" L x 4.6" W x 2.2" H	
Weight	Approximately 2.0 Kg (without AC adapter and cable).	
Power Requirements	MCE: 115-230 VAC $\pm$ 10%, 47-63 HZ, 50 watts maximum	
Environmental Requirements	<ul> <li>Operating: 0° to 50°C, 20% to 80% R.H. (Non-condensing)         Unit should be located in a clean office-type environment for maximum life.     </li> <li>Storage: -20° to 70°C, 20% to 80% R.H.         There should be no functional failure after 12 hours from returning to standard conditions.     </li> </ul>	
Approvals	EMC	
Communication	One Asynchronous port, RS-232 compatible	
Baud Rate	9600 Start Bit: 1 Stop Bit: 1 Data: 8 Parity: Even	
Encoder	Write/Read Function: ABA Track 2 Transport Mechanism: Motorized Forward and Reverse Control Life: 500,000 passes	

Specifications Characteristics

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# 7 – Preventive Maintenance

The magnetic heads of the MCE reader should be cleaned every 1000 passes or six months, whichever occurs first. Proper and regular cleaning of the magnetic heads helps to ensure longer life of your unit.

Cleaning cards are available from Gasboy and sold in lots of 50 (P/N Q11482-01 is one box of 50 cards). Each card is saturated in cleaning fluid and individually wrapped.

To clean the reader, log in to MCE and do the following:

- 1 Select Raw Read Mode from the Edit menu (refer to "Writing and Reading Cards in Raw Mode" on page 5-1) and click **Read**.
- 2 Enter the cleaning card into the reader with the rough wet side of the card turned up.

The unit sends the card through the reader as any other mag card and display an error message.

- **3** Repeat step 2 several times.
- 4 Throw away the cleaning card.



Changing the Password Other Options

# 8 – Other Options

# **Changing the Password**

You can change the MCE password using one of the following methods:

#### Method 1

1 On the main screen, click **Options>Change Password.** The Change Login Password dialog box appears.

Figure 8-1: Change Login Password Dialog Box

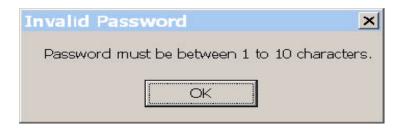


2 Enter the new password twice in the fields provided in the dialog box, and click **OK**.

Note: The length of the password should be between one and ten characters. You can use numbers, upper and lower case letters, and special characters.

Note: If you enter more than ten characters and attempt to save the password, the following message appears.

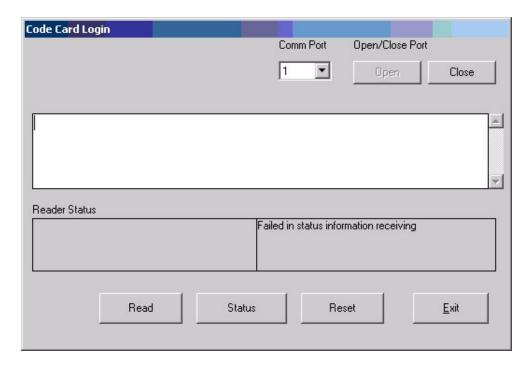
Figure 8-2: Invalid Password Message



#### Method 2 - To change the Password to the Default

1 Open the Login screen. Click **Read Code Card**. The Code Card Login screen appears.

Figure 8-3: Code Card Login Screen



- 2 Select the **Comm Port** list and click **Open**.
- 3 Click Read.
- 4 Insert Code Card into the MCE. A message appears indicating that your password has been successfully changed to "gasboy".

## **Configuring COM Port Settings**

This option allows you to set the COM Port that the encoder is connected to. Select the appropriate COM Port and click **OK**. The setting is maintained when you log out of MCE.

## **Accessing Online Help**

From the Gasboy Card Encoder Main screen, select **Help - Help with Gasboy Card Encoder**. The online version of MDE-4507 MCE User Manual appears.

## **Accessing "About Gasboy Card Encoder" Details**

- 1 From the Gasboy Card Encoder Main screen, select **Help About Gasboy Card Encoder**. The About Gasboy Card Encoder dialog box appears, displaying the MCE version and the Database Version.
- **2** To access System Information, click **System Information**. The System Information dialog box appears, displaying the current system's information.

## **About MCE Status Messages**

Tabulated below are some Encoder status messages (Figure 8-4), their description and suggested user action for each message that appears on the Code Card Login screen.

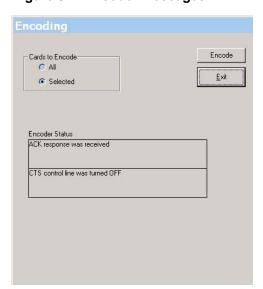


Figure 8-4: Encoder Messages

Message	Description/ Suggested User Action
Read or Write Ok	Successfully read or write to the card.
No response Reset action failed	Power off on the Encoder Hardware. Or Serial connector disconnected.
CTS control line was turned off	Power off on the Encoder Hardware. Or Serial connector disconnected.
VRC error	Defective magnetic card. Try another card.
STC error	Card was placed into the Encoder incorrectly. Try again with the same card inserted with the magnetic strip in the correct position.

Other Options	Configuring COM Port Settings
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