

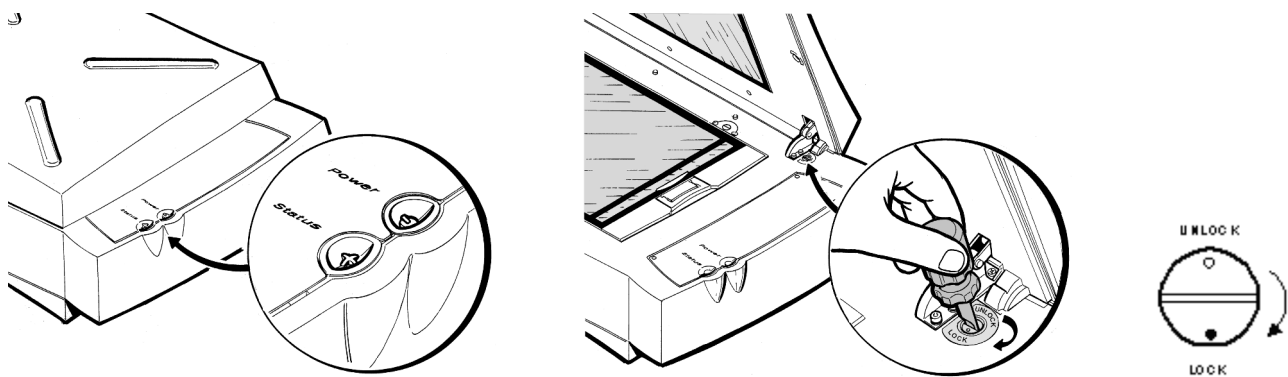
## IQSMART SCANNER - OPTICS LOCKING PROCEDURE

### APPLICABLE TO IQSMART 1, IQSMART 2 AND IQSMART 3

Prior to moving or transporting any iQSmart scanner, it is essential that the optics locking procedure is performed correctly. The optics transport mechanism must be positioned in the right-hand side of the scanner housing before turning the locking screw. If the scanner is locked down without doing this (or not locked at all) the transport mechanism is free to move around in transit and serious damage to CCD head components can result in addition to alignment faults that will require an engineer to correct.

Please follow this simple procedure to lock your scanner correctly:

1. Turn the scanner on and wait until the Power and Status LEDs both turn green.
2. Ensure that the transparency hood (lid) is closed.
3. Press and hold down the **STATUS** button (located on the right of the scanner) for approximately 20 seconds and then release it.
4. You should now hear the optics assembly moving to the right of the scanner into the transport position.
5. Open the lid and turn the locking screw 180° clockwise to the **LOCKED** position with a screwdriver (the locking screw is located in the top right-hand corner of the base, see below). The optics assembly is in the locked position when the red spot on the locking screw is at the bottom.
6. Turn the scanner off - the scanner is now correctly 'locked' and ready for packing prior to transport.



7. To unlock your scanner simply turn the locking screw to the 'unlocked' position and you are ready to go.

**PLEASE NOTE:** never attempt to use your scanner while the scanner is locked, always check to make sure that it is in the unlocked position prior to use, using a scanner while locked will damage internal components.

Please read this document in conjunction with the IQS GUIDELINES pdf.