Auto Sentry – Service Screen

Logging In and Accessing the Service Unit Screen
1. Open the door with a hex key.
2. Press and hold the service switch for a second, and then release. The Service Unit screen appears on the Auto Sentry screen.
3. Log in with your 4-digit password, and then tap **Enter**.
4. To access the AS terminal, your numerical user password must be set up in WashConnect. Alphanumeric passwords are not accepted at the AS terminal.

Bill Dispenser, Reset Button, and Coin Hoppers
- The bill dispenser shows the assigned denomination ($1.00) and the current amount (127) within the dispenser.
- The coin hoppers show the assigned denomination ($.25) and the current amount (92) within the hopper; ($1.00) and the current amount (18) within the hopper.
- The token hopper shows the assigned denomination ($5.00) and the current amount (7) within the dispenser.

Reset button is used to send a reset command to the selected device. Typically, if bill dispenser or coin hopper is jammed.
1. Tap the **bill dispenser** or **coin hopper** icon.
2. Tap the **Reset** button.
   A reset is sent to the device and "**Message Sent To Reset…**" appears.

Bill Acceptor, Coin Acceptor, Commands, Diagnostics, & Close Terminal
- Bill and coin acceptor shows the total amount (top line) and number (bottom line) of bills received.
- Command buttons include **Add**, **Remove**, **Verify**, **Start**, **Stop**, and **Edit**.

Close or Open Terminal, Diagnostics, Bump Shift
Tap the **Open Terminal** button when you need to open the terminal. When the terminal is closed, customers cannot purchase washes.
1. Tap the **Close Terminal** button. The message "Select device and function to perform" appears.
2. After device and function are selected, tap the **Start** button.
3. Tap **Exit** to display Wash Closed on the AS terminal.
4. Tap the **Open Terminal** button. The Auto Sentry is open.
5. Tap the **Diagnostics** button for more advanced dispensing tests, current versions, and alarm reset.

Keypad, Enter, Exit and Verification Box
- Use the keypad to log in and for numerical input.
- Verification amounts appear in the rectangular **Verification Box** below the **Enter** and **Exit** buttons.
- Use the **Exit** button to exit the Service Unit screen.

Adding: Bill Dispenser or Coin Hopper

Do this when you need to replenish the cash, coins, or tokens in an AS terminal.

1. On the Service Unit screen, tap an icon.

Bill Dispenser **Coin or Token Hopper**

2. Tap **Add**, and then tap **Start**. The instruction box shows a message:
   - **Enter total amount (in dollars) you are adding to Dispenser. Tap the ENTER button when finished.**
3. Enter the amount on the keypad.
   The amount appears in the keypad display.
4. Tap **Enter**. The amount is confirmed in the verification box.
   - (Optional) If the amount is incorrect, tap **Cancel** to start over.
5. Tap **Enter** again to confirm.
   The amount is added and the instruction box confirms the transaction. The quantity is displayed on the bill dispenser or coin hopper icon.
6. Take the receipt.
7. Now remove the bill dispenser or coin hopper.
8. Physically add funds, and then replace the device.

Removing: Bill Dispenser, Bill Acceptor, or Coin Acceptor

Do this when you need to empty a terminal. Use the **Remove** command to empty the entire amount from the device. You cannot remove a partial amount.

1. On the Service Unit screen, tap an icon.

Bill Acceptor **Bill Dispenser** **Coin Acceptor**

2. If the **Remove** command is not already selected, then tap **Remove**.
3. Tap **Start**. The instruction box shows the cash drop was accepted and the balance is $0.00.
4. Remove the bill acceptor, bill dispenser or coin acceptor. Physically collect the money, and then replace the device.

Verifying: Coin or Token Hopper

Do this when you need to verify coins from the coin or token hopper.

1. On the service unit screen, select a coin or token hopper icon.

Coin or Token Hopper

2. Have a bag or bucket ready to collect the coins, if necessary.
3. Tap **Verify**, and then tap **Start**. The hopper is emptied.
4. Tap **Stop** when the hopper is empty.
5. Count the number of coins.
   - If the amount is correct:
     - Tap **Stop**. **Ending Bank Unchanged** appears in the instruction box. No receipt is printed.
   - If the amount is **not** correct:
     - Tap **Edit**, and then enter the correct amount.
     - Enter the total number of coins, not the dollar amount. The system will calculate the dollar amount for you.
     - Tap **Stop** to finish.
     - The message **"Ending bank has been adjusted by**. . ." appears in the instruction box.
     - Take the receipt.
6. Replace the coins in the coin or token hopper.

Removing: Coin or Token Hopper

Do this when you need to remove coins or tokens.

1. First, verify the number of coins or tokens by following steps 1 through 5 in **Verifying: Coin or Token Hopper**, above. Skip step 6; do not replace the coins.
2. Press the same coin hopper or coin token hopper icon you just verified.

Coin or Token Hopper

3. Tap **Remove**, and then tap **Start**. A message appears in the information box. For example, **100 coins removed from Hopper 1 (coin value = $0.25)**.
4. The amount that you first verified is now removed. An entry is made in the software.