



J&J Custom PC
Drive Swap Guide
Pizza Hut, Inc.
ON-BOARDING Documentation
Restaurant Information Systems



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Required Materials

- 1x Flat Head Screwdriver
- 1x Phillips Head Screwdriver
- 1x Drive Bay Key
- A clean, flat, non-metallic work surface





CAUTION

The following process will expose sensitive internal circuitry. To reduce the risk of damage to critical system hardware, please follow these basic safety procedures:

Ensure work surface is non-conductive and free of debris.



Avoid touching exposed circuits with bare hands as much as possible.

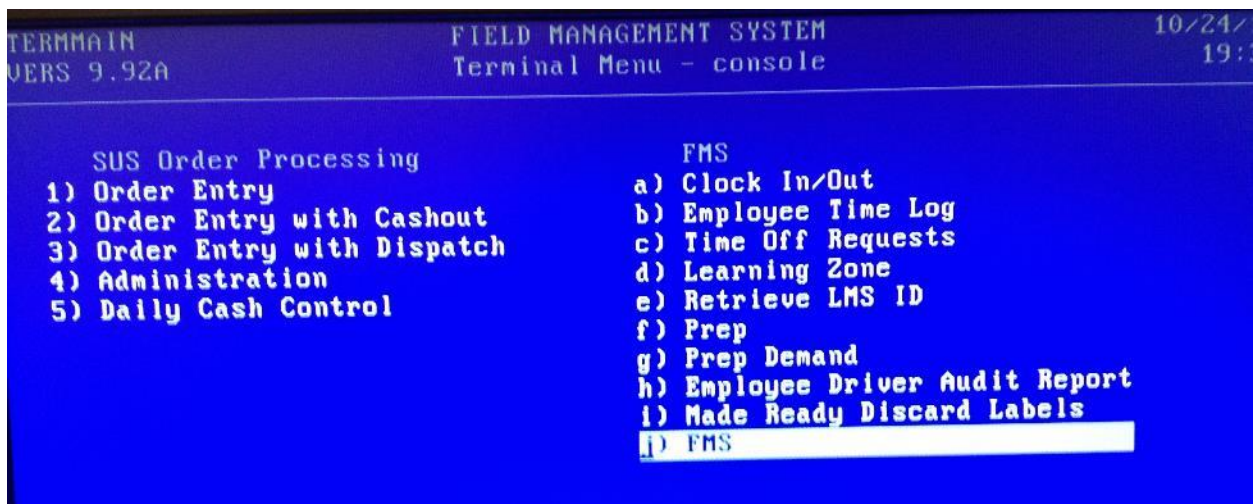




Powering Down the PC

Before you can begin replacing the HDD, you must power off the computer and disconnect any attached cables/peripheral devices.

To power off the computer safely you must begin by navigating from the home screen to option “**J) FMS**” by using the arrow keys on the keyboard.



Once this option is highlighted, press “Enter” and will be presented with a log-on screen. You must enter the log-in information provided to you here, or alternatively have the store’s manager enter their own credentials. Press “Enter” after inputting your username to move to the password field. Press “Enter” again to log on.





Once inside the FMS Menu, navigate to option **“Z) System Administration”** and press **“Enter.”**

```
MAIN                                FIELD MANAGEMENT SYSTEM                10/24/15
VERS 9.92A                        FMS Main Menu - console                19:32

PLAN BUSINESS                      MANAGE/TRAIN TEAM
a) Forecast                       o) Team Member Selection
b) Prep                          p) Employee Folders
c) Buffet Rotation               q) EXPERT Testing
d) Labor
e) McLane Order

UPDATE COS/COL                   ADMINISTRATION
g) Inventory                     s) Sound Check
h) Payroll/Timekeeping           t) Retrieve HMS ID
i) Cleaning and Maintenance      u) Office Applications
                                v) Restaurant Contact List
MONITOR BUSINESS                 w) Nightly/Weekly Close
k) Daily Business Summary        y) Unit Administration
l) RSC Reports                   z) System Administration
m) Alerts/Workbench Reports

                                You are not currently clocked in

F1-Help                                F12-Exit
```

From Inside the System Administration Menu, navigate to option **“D) Reboot/Halt the System”** and press **“Enter.”** A confirmation screen will appear. Press **“Y”** for **“Yes”** and then press **“Enter”** again.

```
SYSADMIN S                          FIELD MANAGEMENT SYSTEM                1
VERS 9.92A                        System Administration - console

SYSTEM
a) Unlock Terminal
b) Change Date and Time
c) Reset Modems
d) Reboot/Halt the System
e) Initial Configuration
f) Test/Reset Printer

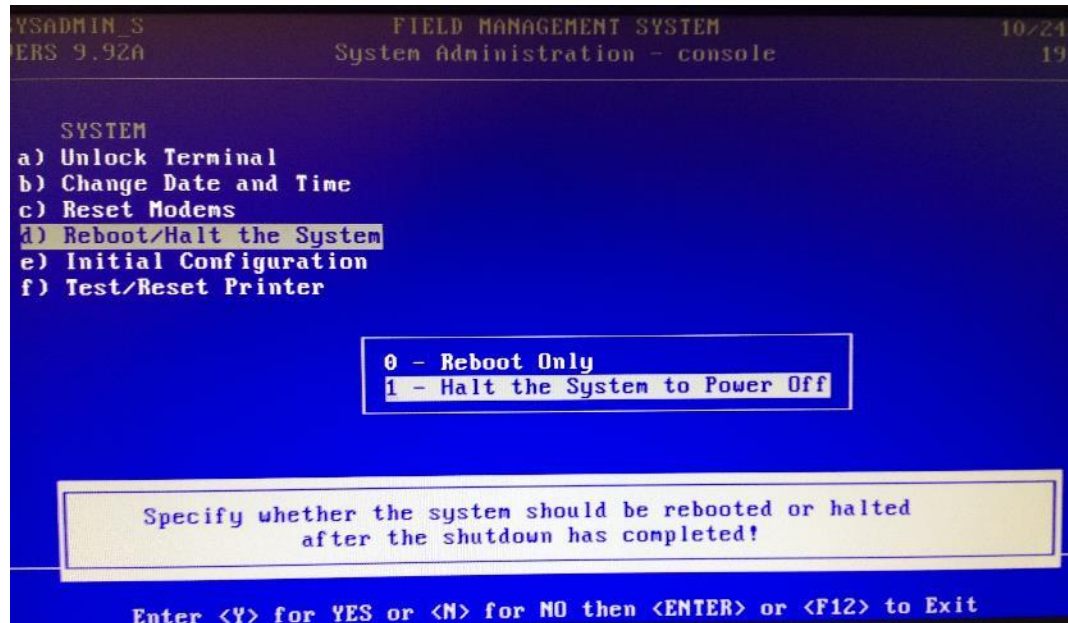
                                Are you sure [Y/N]? YES

                                You are not currently clocked in

Enter <Y> for YES or <N> for NO then <ENTER> or <F12> to Exit
```




The terminal will now ask whether you would like to reboot only or power off the system. Use the “Down Arrow” to select “**1 – Halt the System to Power Off**” and press “Enter.”



When the system asks “Are you sure you want to power the system off?” enter “Y” for “Yes” and press “Enter.”





Finally, the system will ask you to enter a reason for halting the system. Use the “Down Arrow” to select “**M) Maintenance**” and press “Enter.” The system will now begin to power off. This process may take a few minutes.

```
SYSTEM
) Unlock Terminal
) Change Date and Time
) Reset Modems
) Reboot/Halt the System
) Initial Configuration
) Test/Reset Printer

0 - Reboot Only
1 - Halt the System to Power Off
  Reboot Reason Code
H) Home Office Request
L) Terminal Lockup
1) Maintenance
W) Weather
O) Other

re not currently clocked

Enter <Y> for YES or <N> for NO then <ENTER> or <F12> to Exit
```



Disconnecting the PC

Once the computer is shut down, you will need to disconnect the power cable from the computer and perhaps others as well.

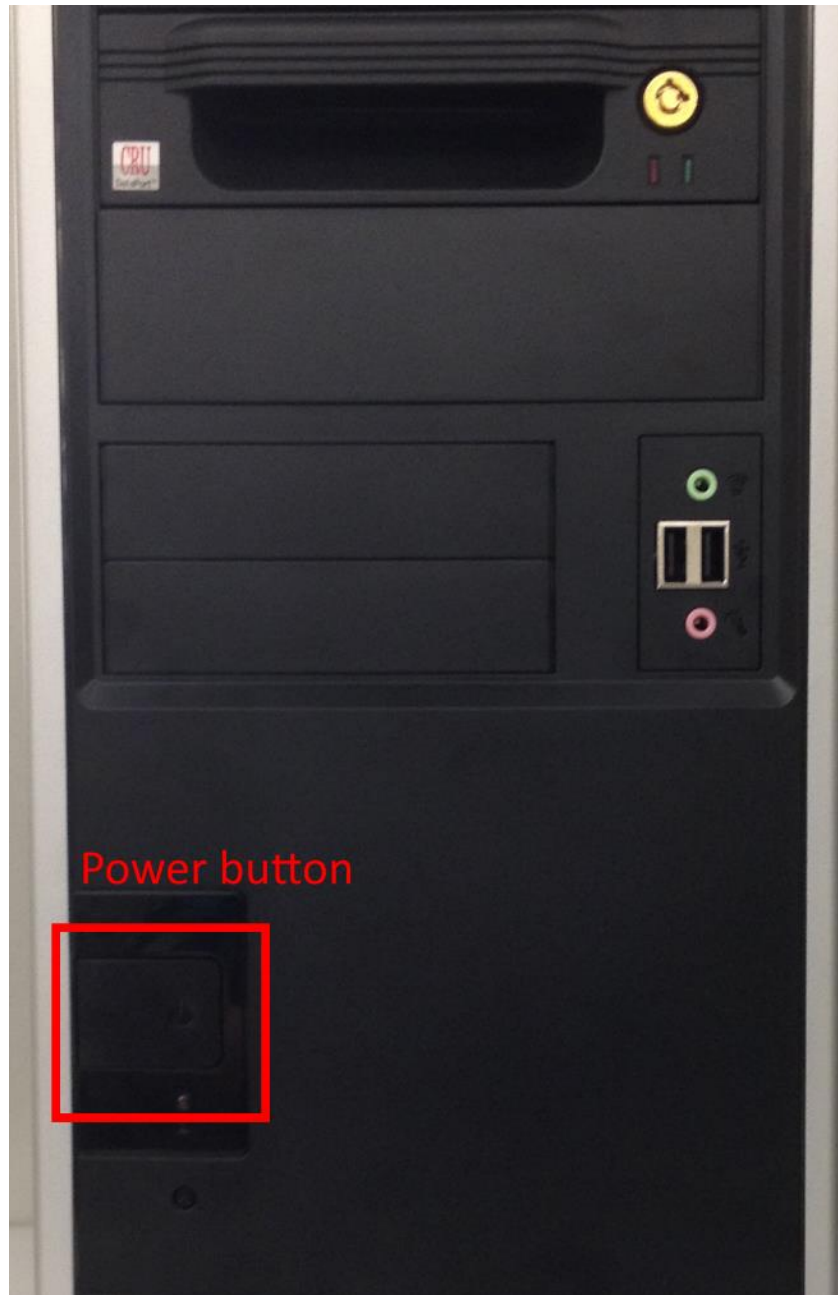
Begin by disconnecting the power cable from the back of the computer tower.

WARNING: failure to disconnect power cable prior to removing the HDD increases the risk of damage.



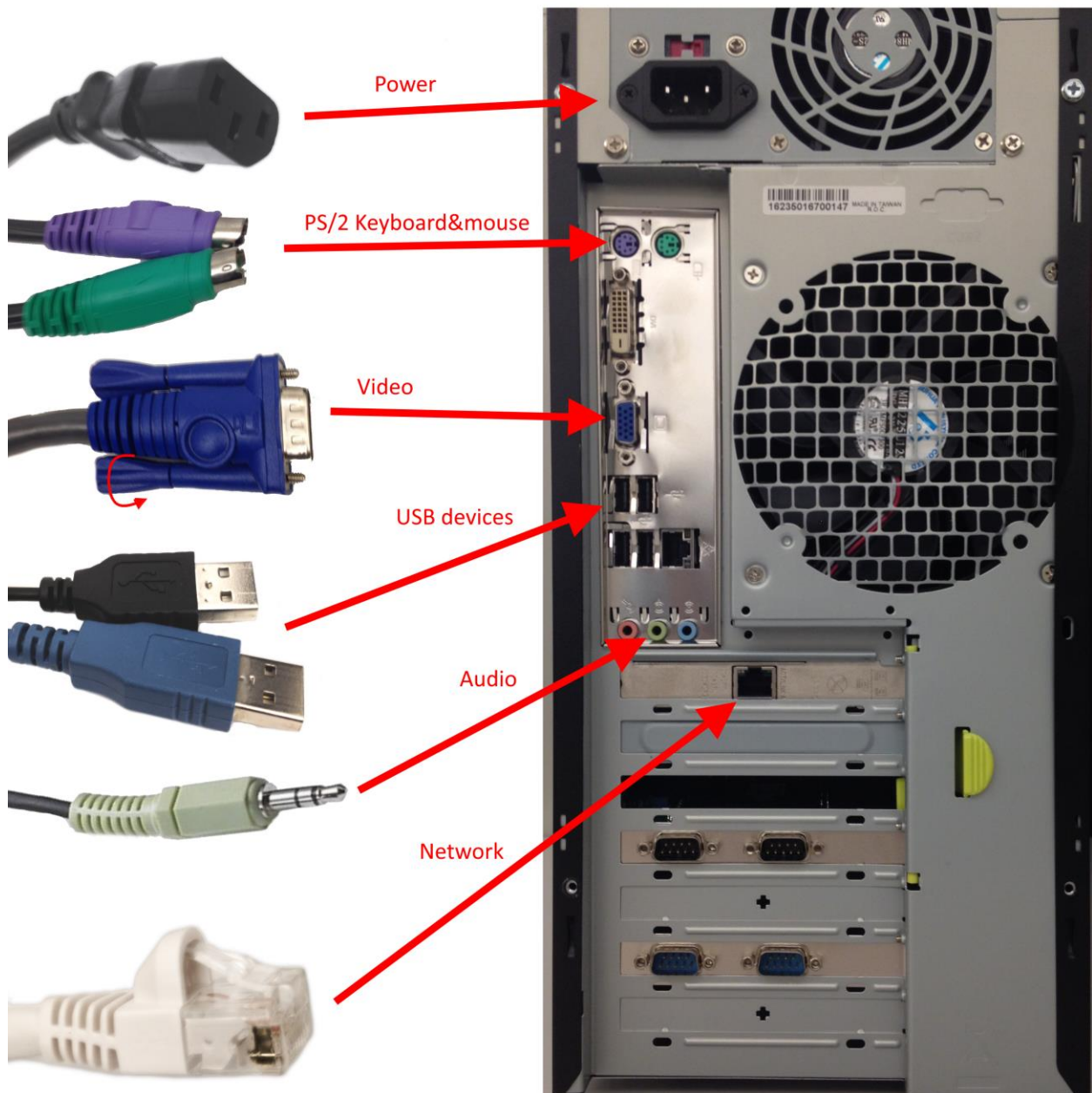


As an added precaution, once the power cable has been removed, hold the power button on the front of the computer in for five seconds to discharge the capacitors in the power supply.





It may be necessary to disconnect additional cables from the system in order to facilitate easy access to the machine. Refer to the cable connection chart below if needed.





Removing the Drive Cage



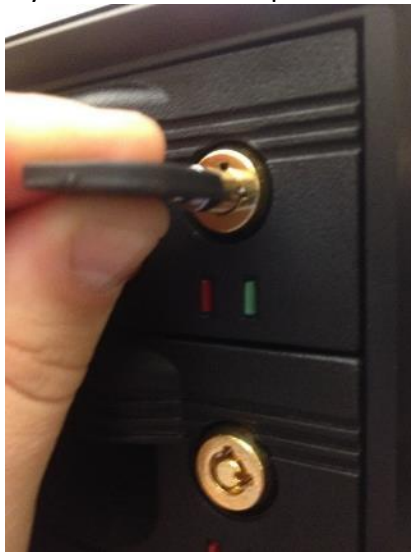
The PC you will be working with comes with two locking drive cages installed. They are located at the upper end of the front of the computer tower.



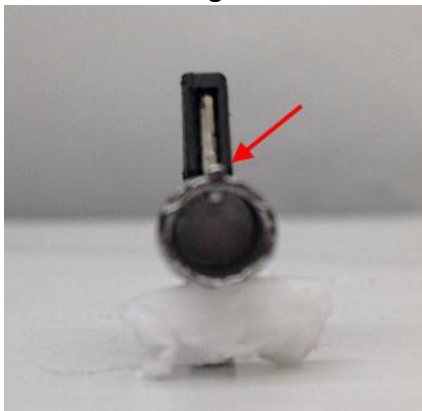


The Drive cages are installed using a locking system and must be unlock using a key before they can be removed.

To begin, insert your key into the lock of the top drive cage so that the base of the key is in a horizontal position.



Take care to align the notches on the key and the lock.

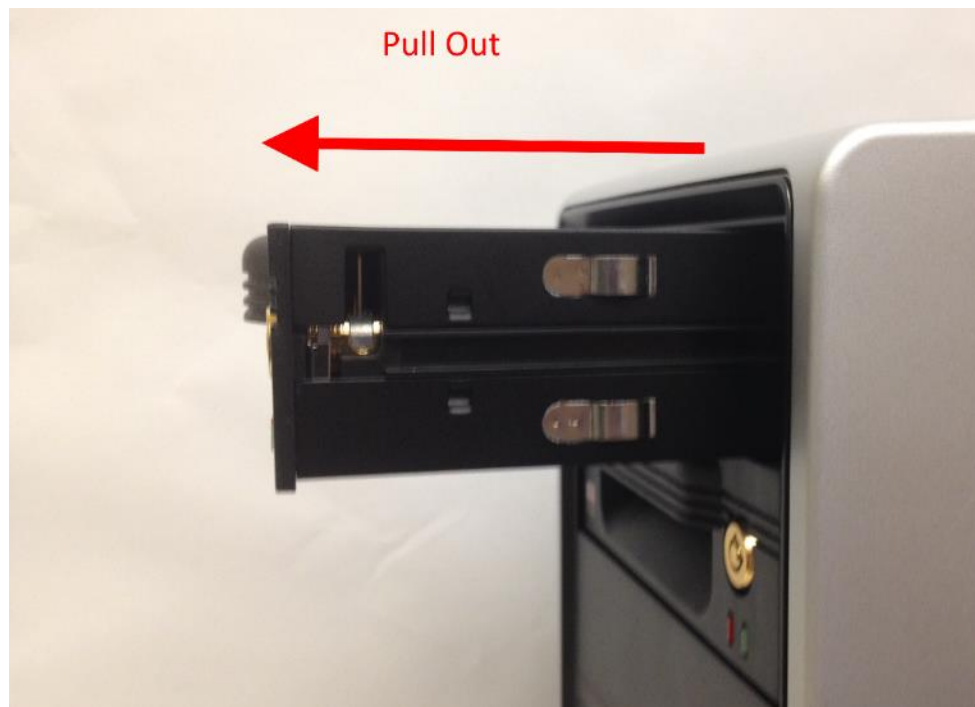




With the key inserted, apply gentle forward pressure and rotate 90 degrees counter-clockwise. This will unlock the drive cage. Once the cage is unlocked, remove the key.



With the drive cage unlocked, you can now remove it from the computer tower. To do this, grab the handle on the front of the drive cage and pull it slowly but firmly out of the computer tower.





Once the cage has been removed, place the Drive Cage on your non-conductive work surface and proceed to the next step.



(Pictured Above: Front and Rear view of drive cage)



Removing HDD from the Drive Cage

The drive cage uses two metal lids (one on top and bottom) to protect the drive within. In order to remove the HDD from the cage, we must first remove these lids.

Position the drive cage on your work surface so that you are viewing it from behind.

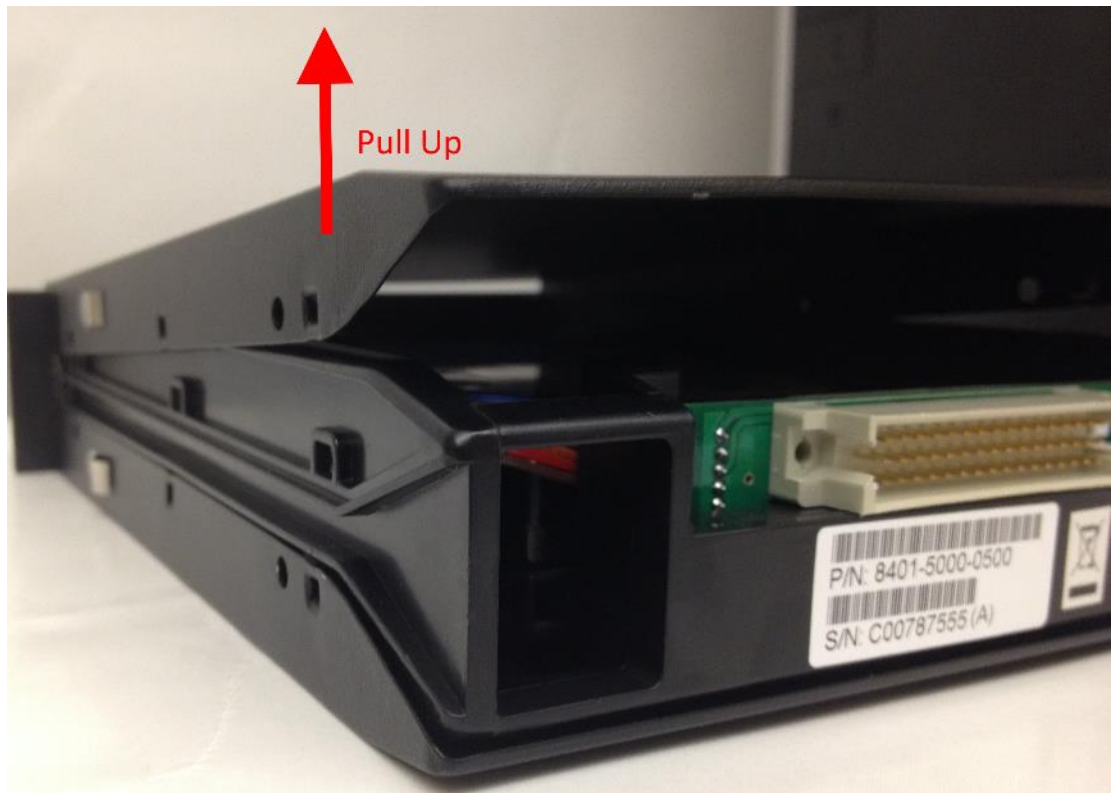


Insert the tip of your Flat-Head Screwdriver under the lip of the top lid and lift up.
This will dislodge the lid.





With the lid dislodged, it may now be removed by hand simply by grasping it securely and pulling up and away from the rest of the drive cage.





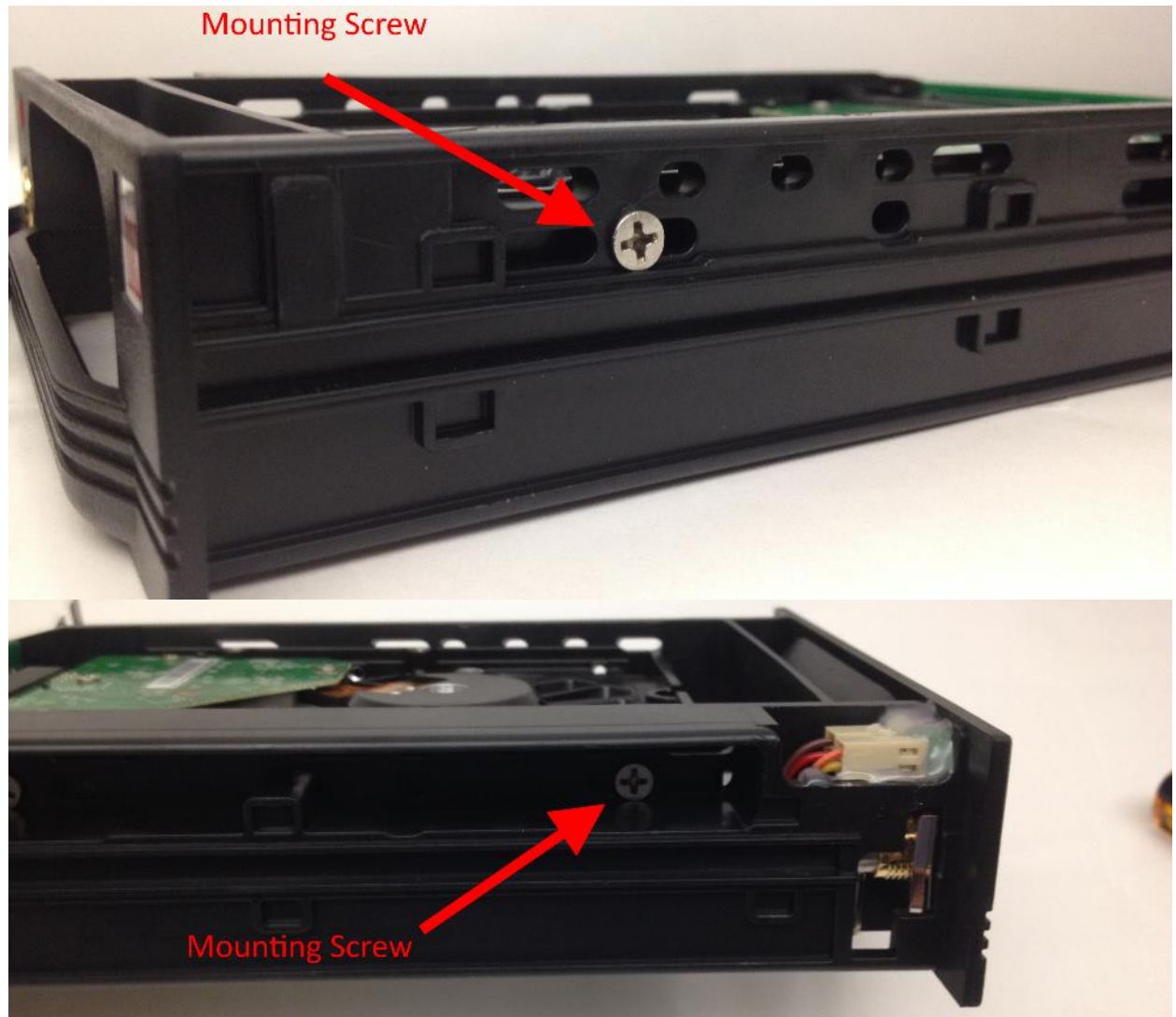
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Set the now detached lid aside and flip the drive cage over. Use the same steps to remove the second lid from the drive cage.





With both lids now detached, view the left and right sides of the drive cage. You will see four (two on each side) screws holding the drive in place inside the cage.





Using your Phillips-Head Screwdriver, remove all four screws.
Place them on a flat surface or inside a container so they don't roll away.

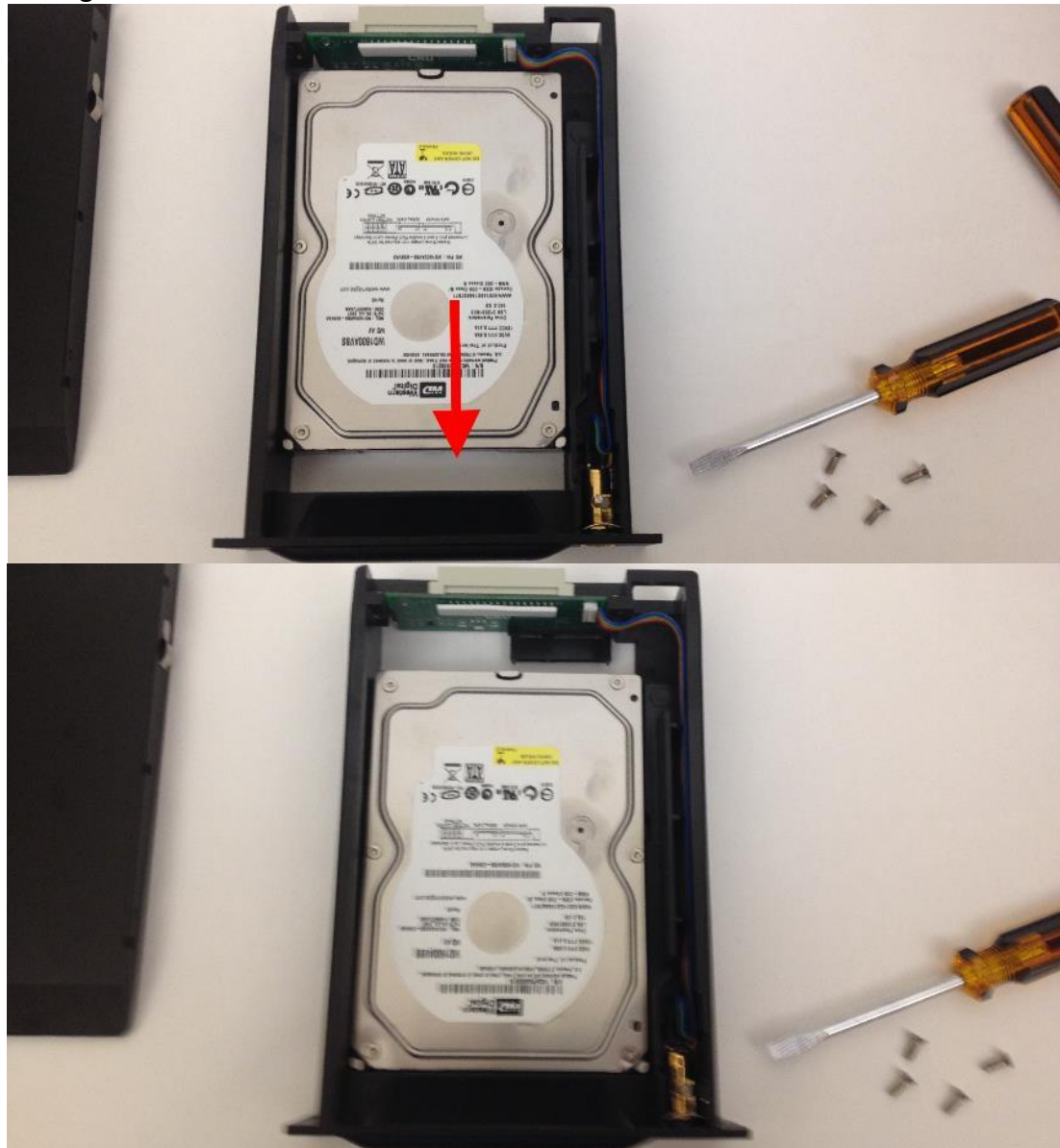


Once the screws have been removed, you will need to disconnect the drive from the cage's SATA power/data port.



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Do this by placing the drive on a flat surface with the drive's metal surface facing up. Press down lightly on the top of the drive and then pull it gently but firmly free from the cage's connector.





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Lift the disconnected HDD free from the drive cage and set it aside, it may be pertinent to mark this drive in some way (such as with a sharpie) so that it is not easily confused with your replacement drive.





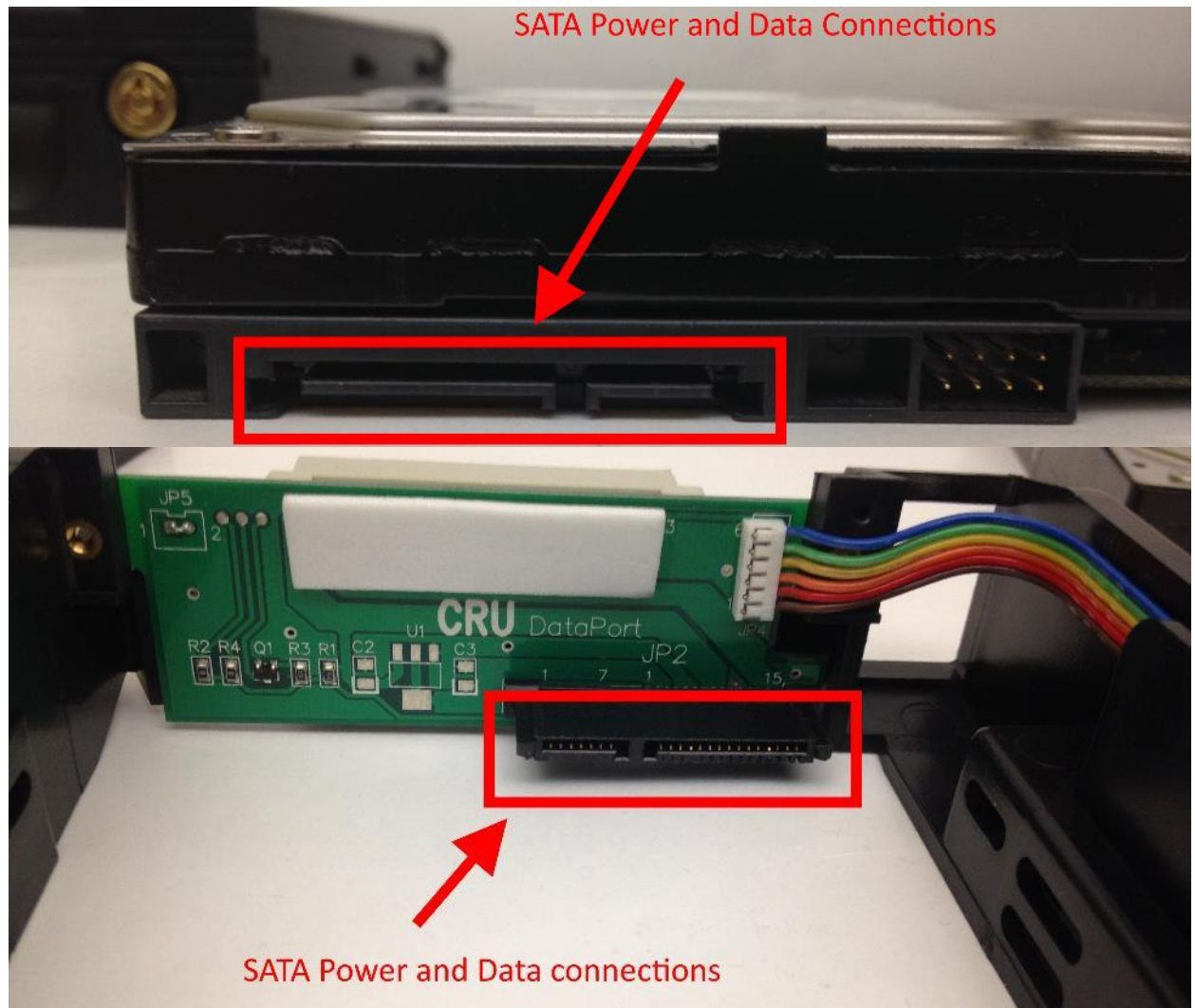
Installing Replacement Drive

Retrieve your replacement HDD, bring it to your work surface, and place the new HDD inside the Drive Cage.



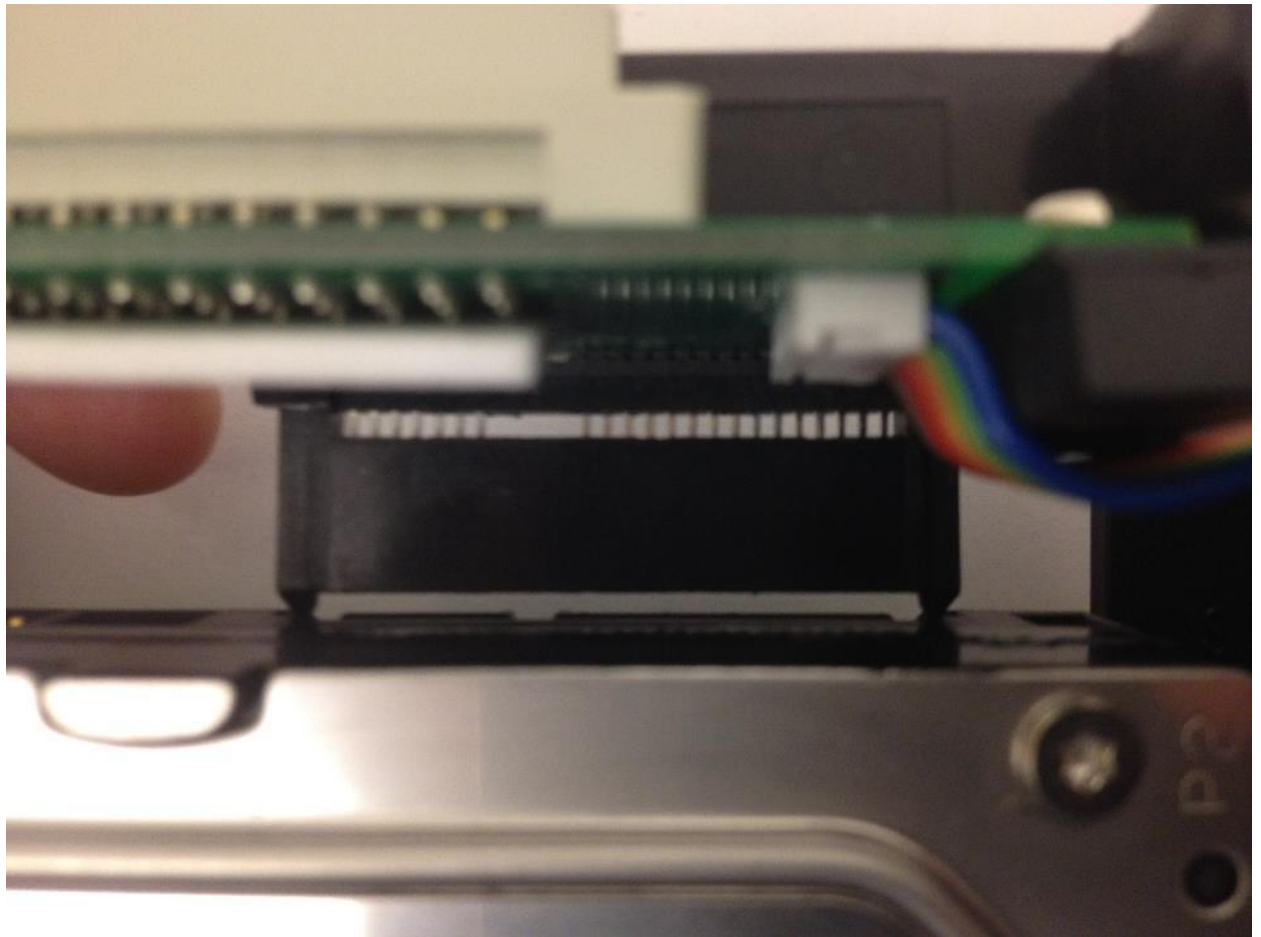


Carefully align the SATA power and data ports on the HDD with the corresponding connections on the drive cage.



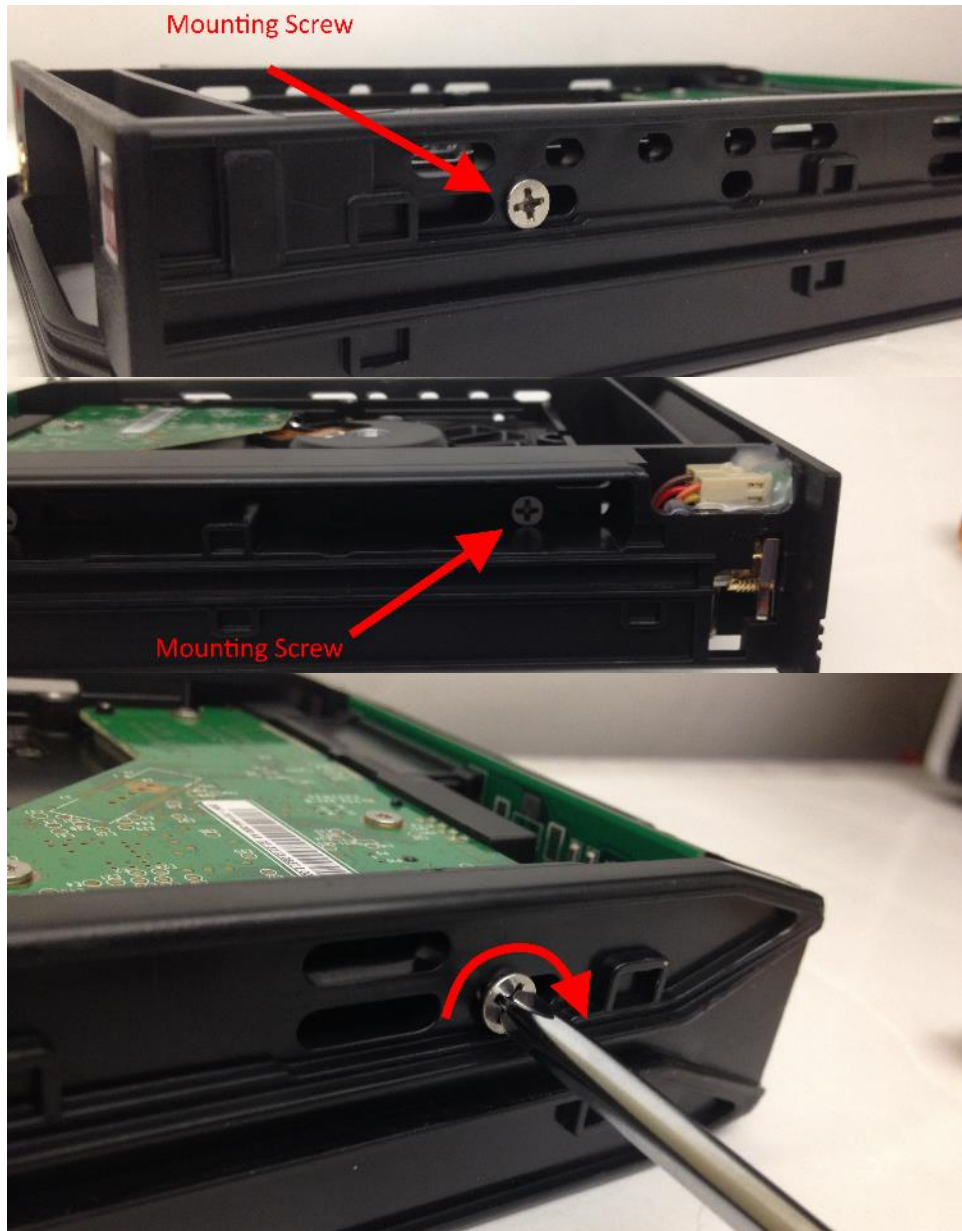


Carefully connect the HDD's SATA connections to the Drive Cage's connections. Do not apply excessive force as the drive cage's connections are not structurally robust.





Reattach the mounting screws (two on each side) using your Philips-Head Screwdriver. Avoid over-tightening.

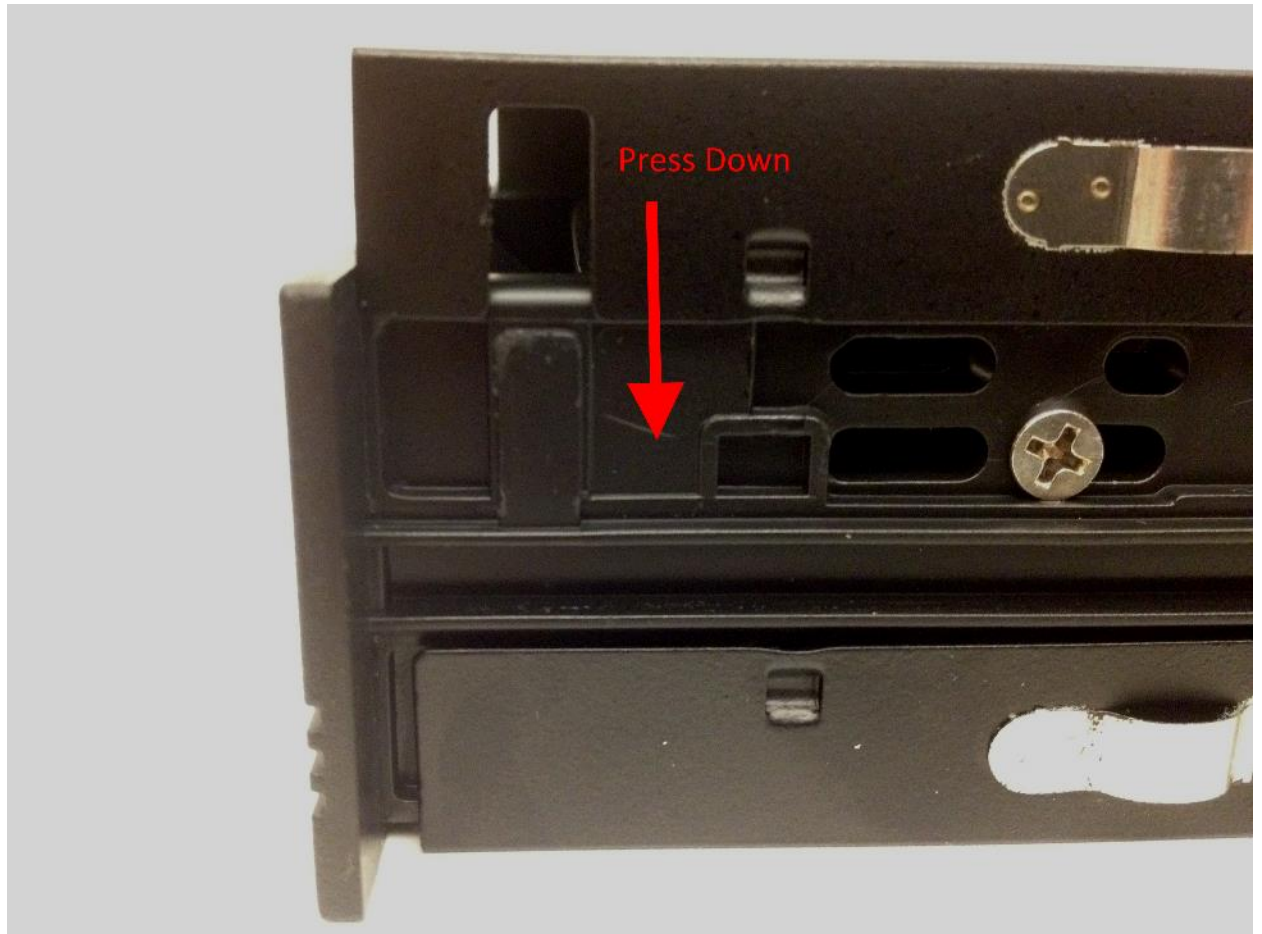




Once the HDD has been secured to the Drive Cage using the mounting screws, you will need to reattach the metal lids. The two lids are not interchangeable and must be attached to the appropriate sides of the Drive Cage.

Pictured Below: Side View of Drive Cage

Drive Cage Lids are keyed to only fit Drive Cage on specific side.





Reinstalling the Drive Cage

Once the lids are fitted back onto the Drive Cage, you are ready to re-insert the cage into the computer tower.

Align the guide rails inside the computer tower's drive bay with the grooves on the side of the drive cage.





Ensure that the Drive Cage is oriented properly with the lock on the right hand side and slide the Drive Cage back into the computer tower. Press firmly to ensure Drive Cage connects fully.



Once the Drive Cage has been reconnected to the computer tower, insert the key into the lock. While applying gentle forward pressure, rotate the key 90 degrees clockwise to lock the Drive Cage into place, then remove the key.

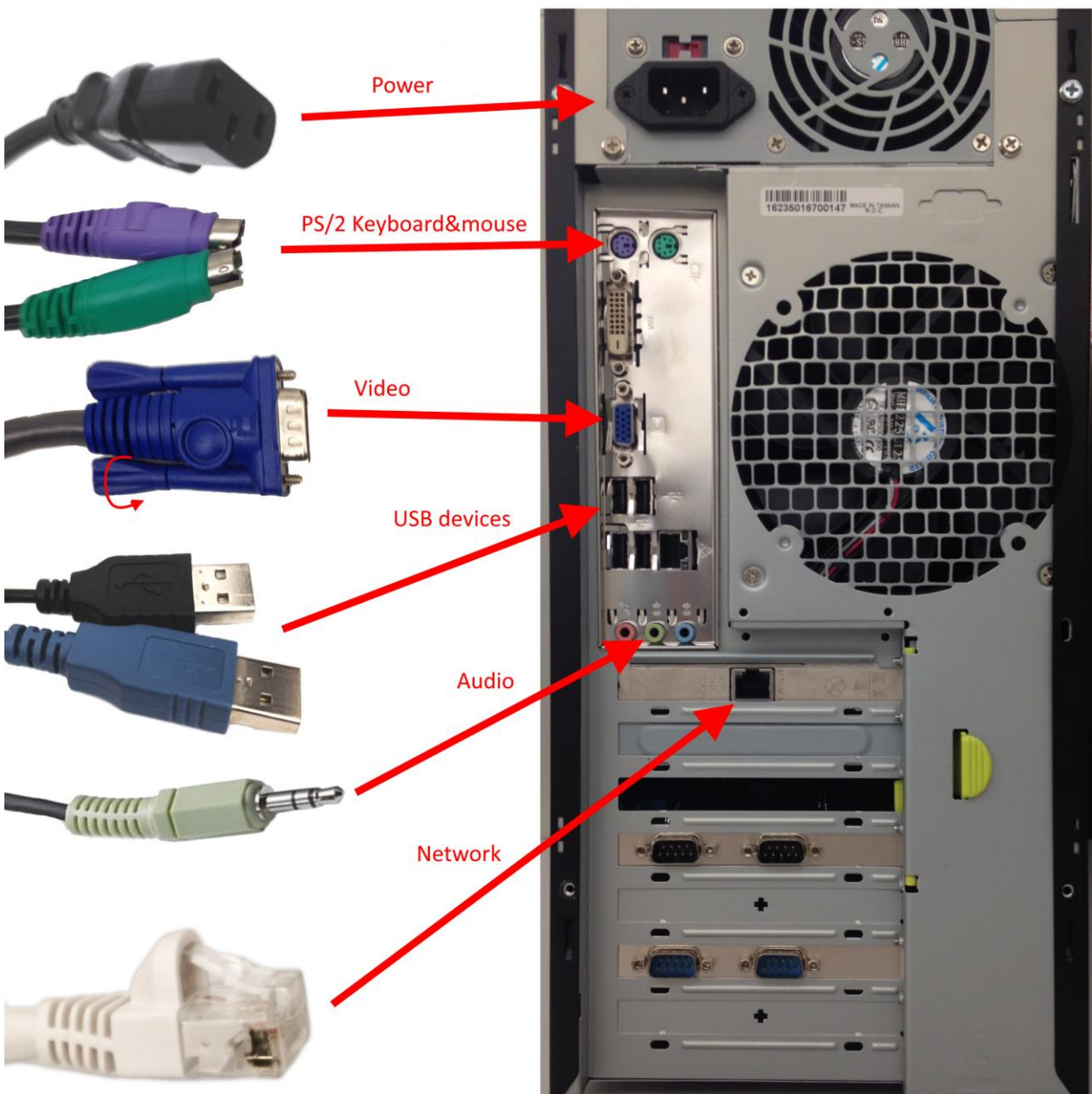


The computer is now ready to be reconnected and rebooted.



Reconnecting and Booting the Computer

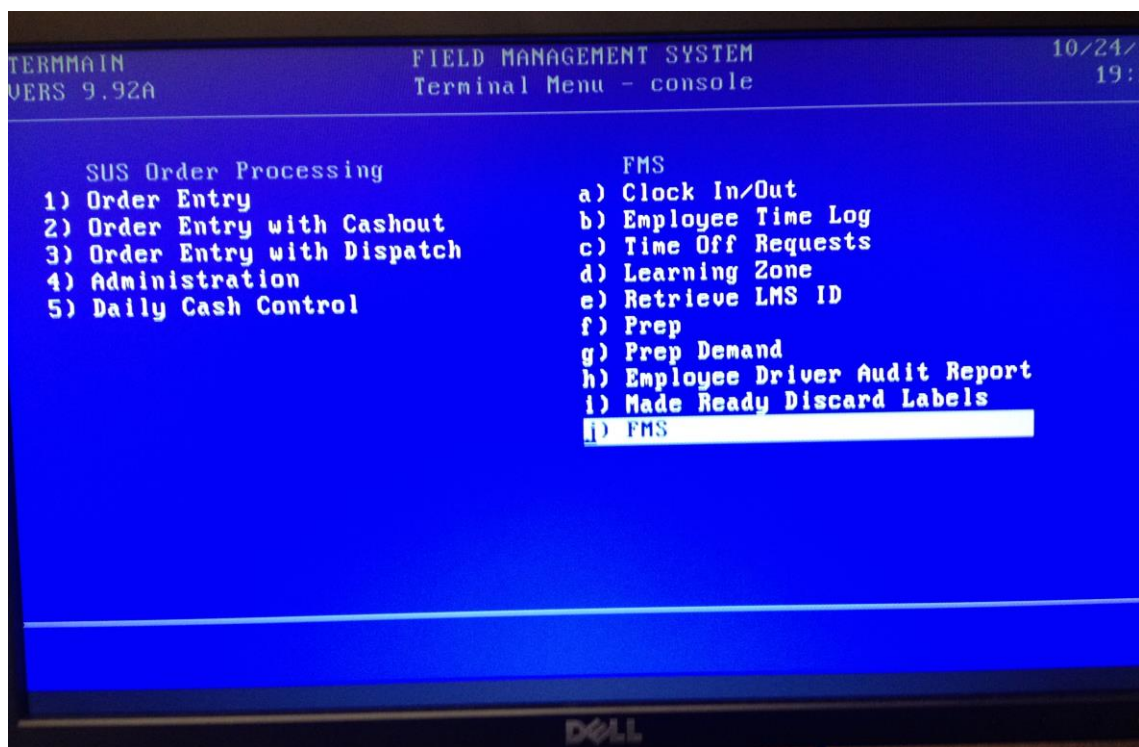
Now that the replacement HDD has been mounted into the Drive cage and installed in the system, it is time to reconnect the cables that were removed earlier. Refer to the connection chart below if needed.





Once the cables have been reconnected, power on the computer by pressing the power button on the front. Note that it may take up to one minute before any display shows on the screen.

Once the computer has finished its boot process, you should see the screen pictured below.



If the computer does NOT show the screen pictured above and instead shows a standard windows desktop, it is likely that the drives are in the wrong position and will need to be switched.



To swap the drive positions, begin by powering off the system by holding the power button until the computer powers off. (This may take several seconds)

Once the system is powered off:

- Remove the power cable and discharge capacitors (pages 8 – 10).
- Unlock both drive cages (pages 12 and 13).

Once the drive cages have been unlocked, remove the bottom Drive Cage from the system.



Once the bottom Drive Cage has been removed, remove the top Drive Cage, and reinsert it into the system in the bottom position.





Next, reinsert the remaining Drive Cage into the top position and lock both Drive Cages into place as outlined on page 28.



Reconnect the power cable and any others that were removed (Refer to cable connections chart on page 29 if needed) then power on the computer.

If the computer still does not boot to the screen pictured on page 30, please contact the Pizza Hut Help Desk at 1-800-835-3379. Please have the six digit store number or street address ready for identification purposes.