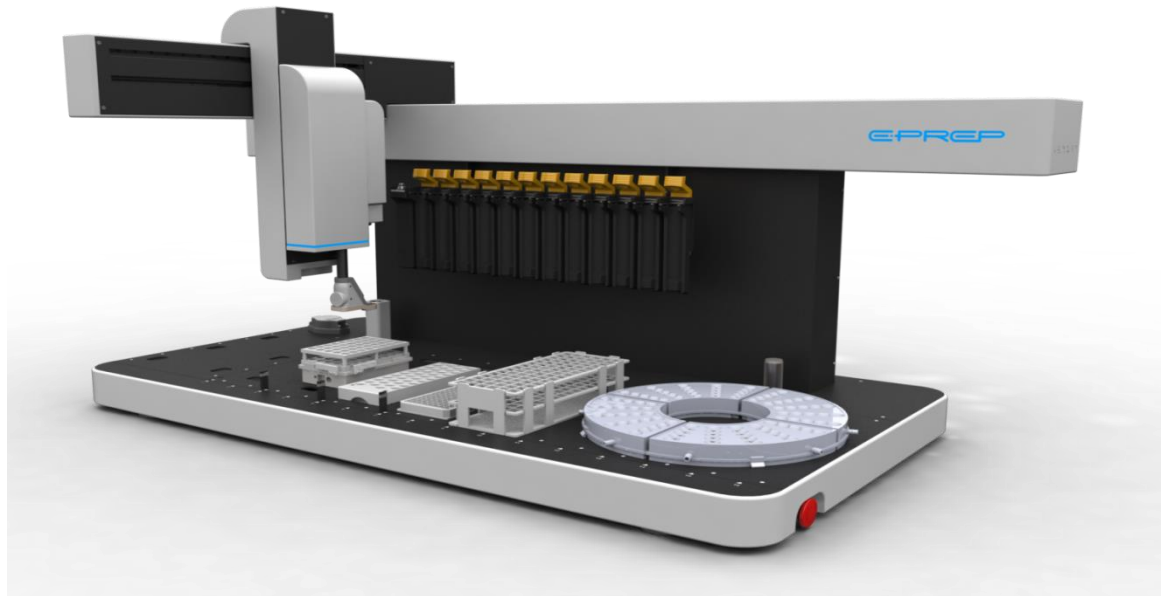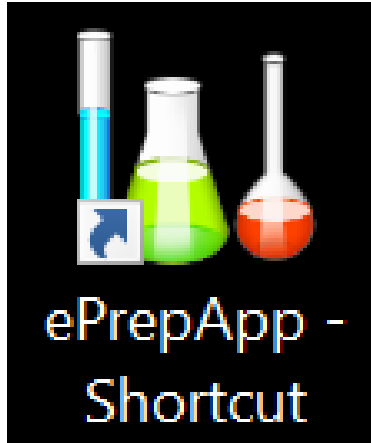# ePrep Location
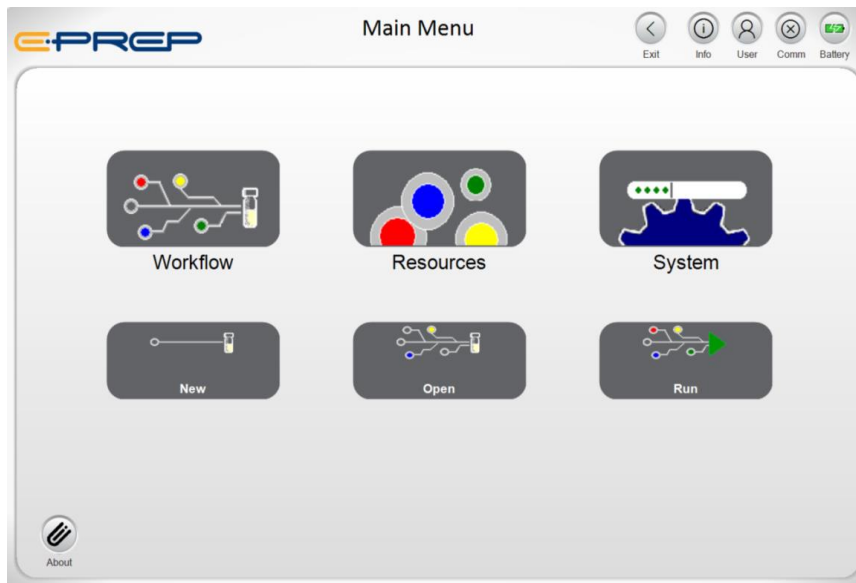
Place ePrep on a clean flat surface with no obstruction to the axis movement. Adjust ePrep feet to level instrument if required.

Connect USB Cable and Open Tablet Software

Power up the Tablet Computer and open the ePrep software via the desktop ePrepApp icon shown above. Further installation instructions can be found on the Tablet.

ePrep Software Main Menu

Go to System>Quick Start for further setup instructions.

IMPORTANT SAFETY WARNINGS

⚠️ **Do not enter the instrument work space or place any part of your body near moving axes during operation.**

⚠️ If the equipment is used in a manner not specified by the manufacturer, the protection provided by the equipment may be impaired. Good Laboratory Practice (GLP) should be followed when using the ePrep. Refer: 21CFR58, 21CFR58, Directive 2004/9/EC and specific product GLP Directives

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ℹ️ ePrep is fitted with an Emergency Stop Button found at the front right side of the instrument. Pressing the button will cut off all power to the instrument. To reinstate power, rotate the emergency button 90° clockwise.
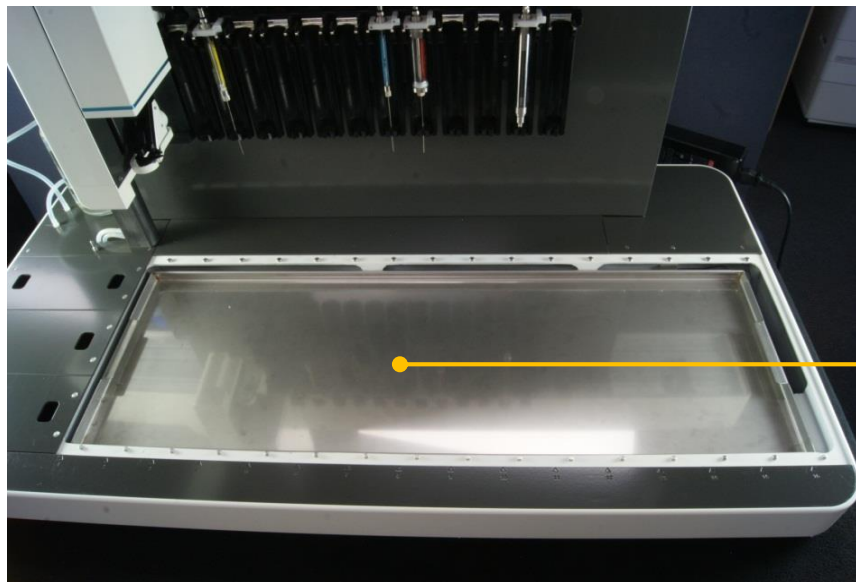

✔️ Only approved accessories and consumables can be used with the instrument. Eprep assumes no liability for the customer's failure to comply with these requirements.

Install Drip Tray

Drip Tray Position

Install the Drip Tray below the deck area. The Tray is located in the front panel (first removed panel) of the ePrep box.

Manually Park the System

Manually move the XCHANGE axis onto the Park Station

Park Station

Before powering up the ePrep, manually move axis so XCHANGE change coupling is sitting on the Park Station.

Wash Station Electrical Connection

Underside of Wash Station Deck Plate showing pumps

Electrical Connection from Wash Station

Electrical Connection from ePrep
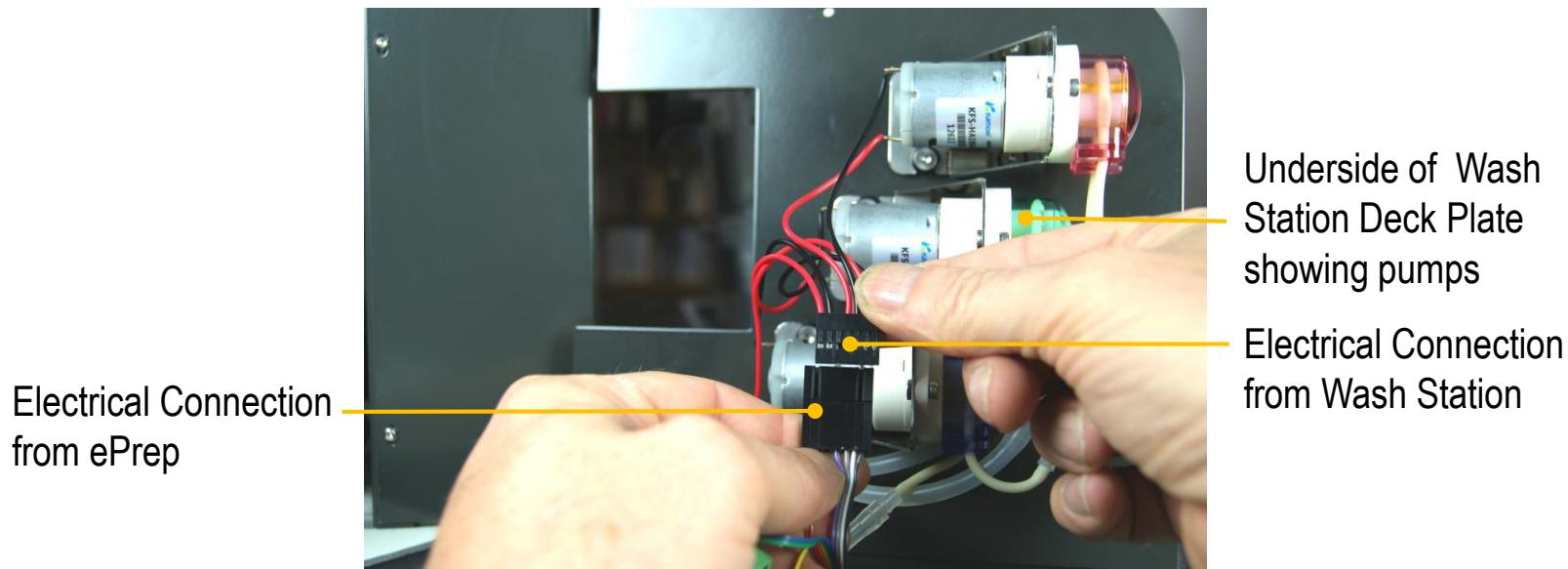
Ensure ePrep power is switched off. Before installing the Wash Station deck plate, connect Pumps to ePrep via the electrical connection shown.

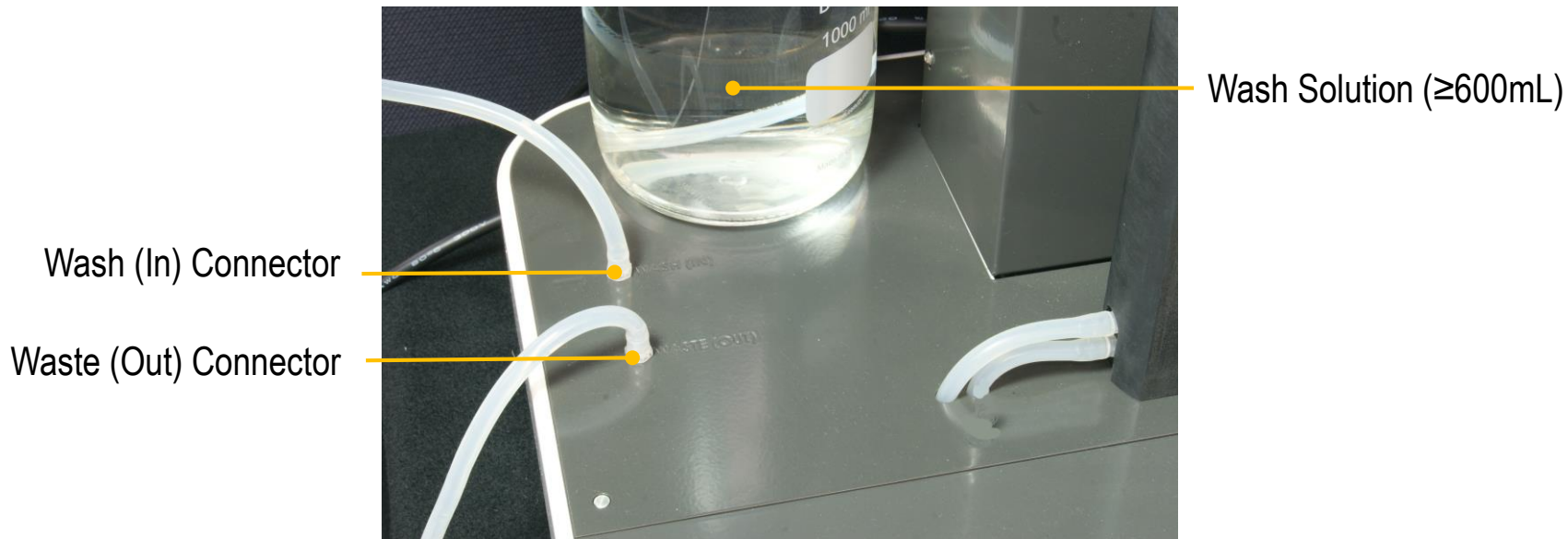## Install the Wash Station Deck Plate

Locking Screw

Calibration Probe Storage Position

Location pin
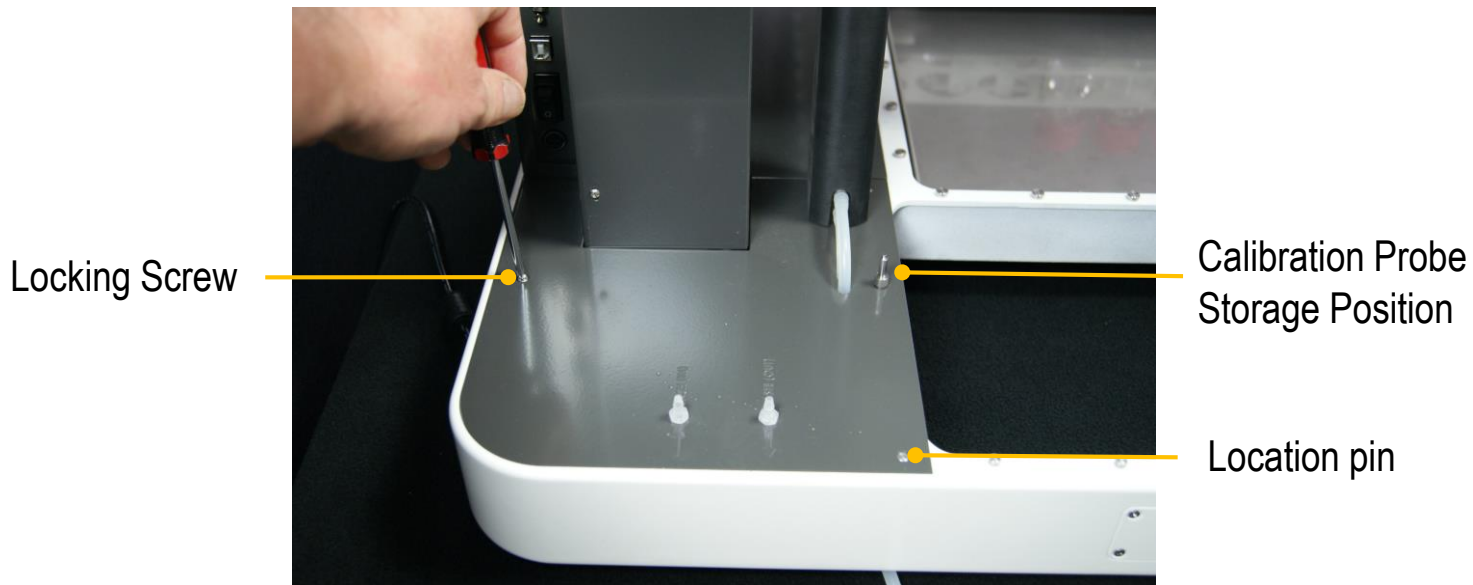
Install the Wash Station deck plate and lock it down using in installation screw.

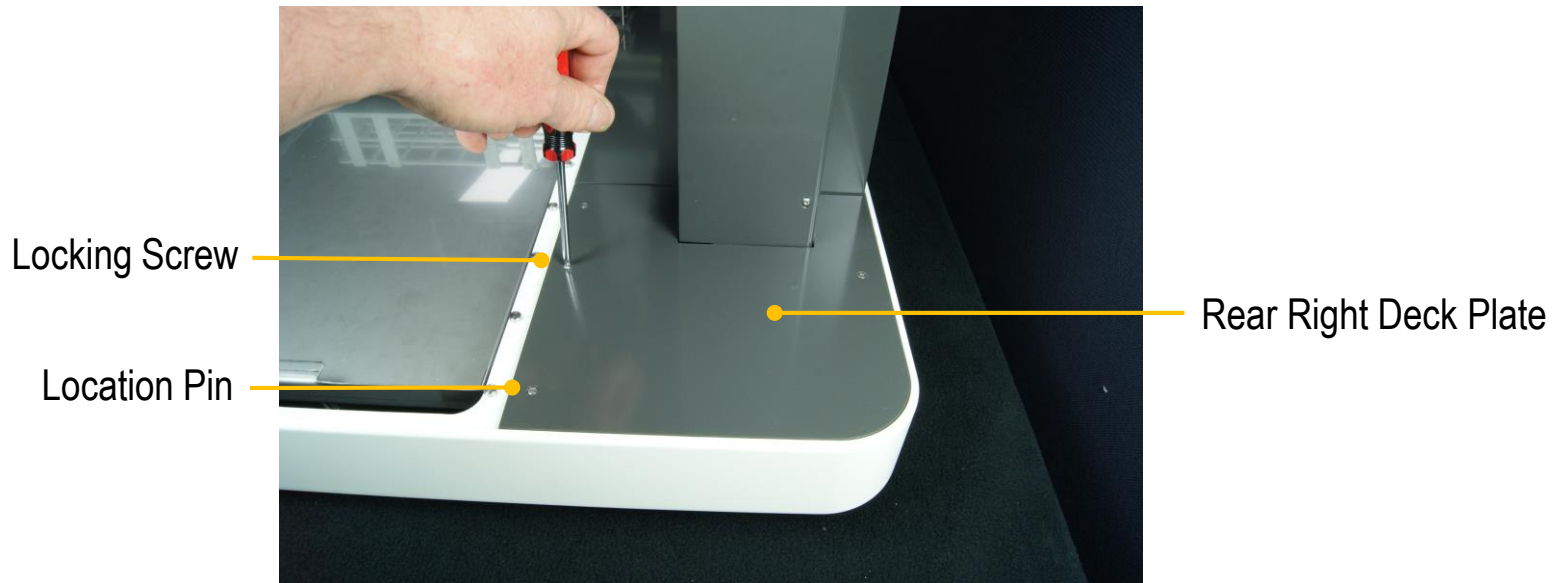# Wash Station Liquid Connections

Wash Solution (≥600mL)

Wash (In) Connector

Waste (Out) Connector

Install tubing to the Wash (IN) and Wash (OUT). Connect Wash (IN) to a receptacle bottle with at least 600mL of wash solution and wash (OUT) to a waste receptacle bottle.

Install Rear-Right Plate

Locking Screw

Location Pin

Rear Right Deck Plate

Locate and lock the Rear Right deck plate to the ePrep frame using the supplied installation screws.

Cable Connection

Tablet USB Cable Connection

Power Pack Connection

Power Switch

Slide Lock on Power Pack Connection

C14
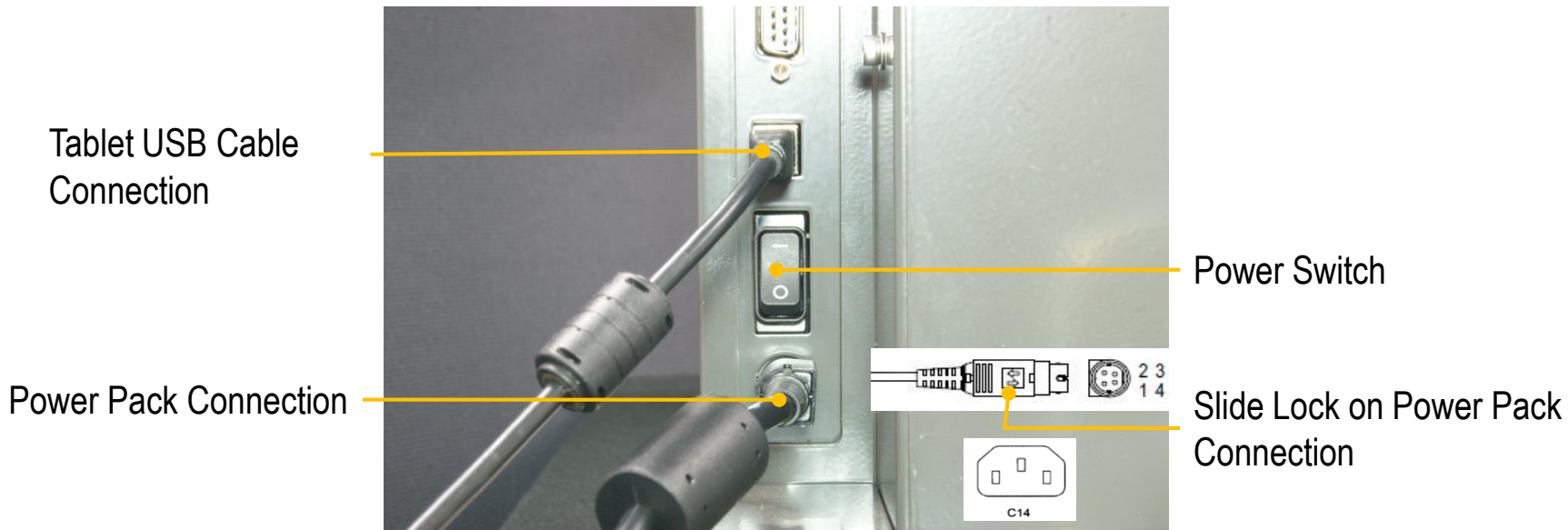
Connect the Power Pack to ePrep and the mains power using a Country Specific IEC C13 cable (NOT SUPPLIED). Connect Tablet to ePrep with the supplied USB cable. Switch ePrep on. When the Tablet has established USB connection with ePrep the icon will appear at the top right of the tablet screen.

Emergency Stop Button
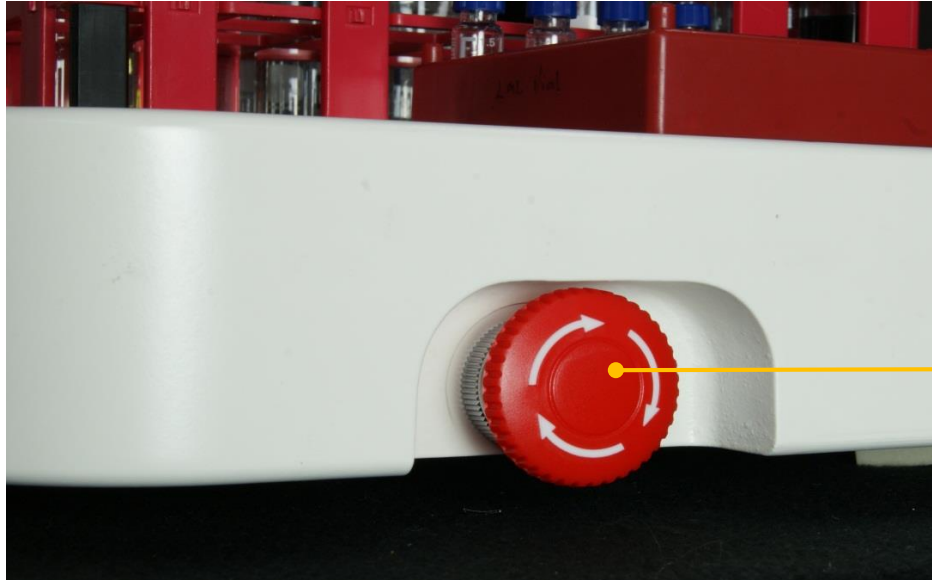

Emergency Stop Button

Ensure the Emergency Stop button is released by turning it 90° in the direction of the arrow. Note: press to engage (switches power OFF to ePrep) and rotate to release allows ePrep to be powered by the Power Switch.

Status Indicator Lights

NO LIGHT	**No power to the instrument**	ORANGE	Workflow paused by user with the option to abort or continue.
SOLID BLUE	ePrep ready for operation	RED	Bumper or instrument error. Check for obstructions to the rotating foot. Typically, items placed on the deck or different height vial in a rack. Faults with instrument hardware, see trouble shooting information.
GREEN	Workflow running and will remain green until completion or interruption of workflow		
FLASHBLUE	Workflow completed successfully		
FLASH PURPLE	Workflow aborted by user	WHITE	Mains power disconnected and ePrep running on battery power. Battery life approximately 20 min.
FLASH RED	Workflow aborted by system or Failure to detect racks or Failure to detect tubes.		

Install Vial Adapter Plates for Calibration
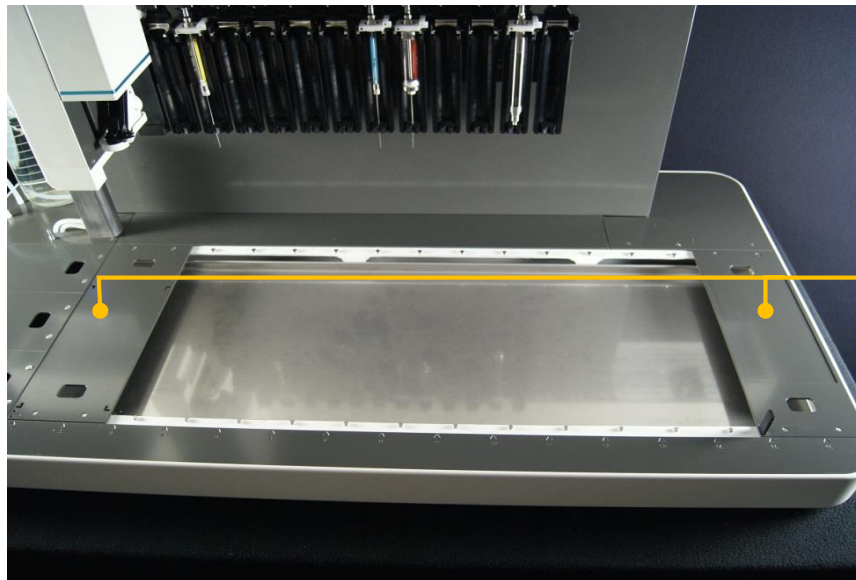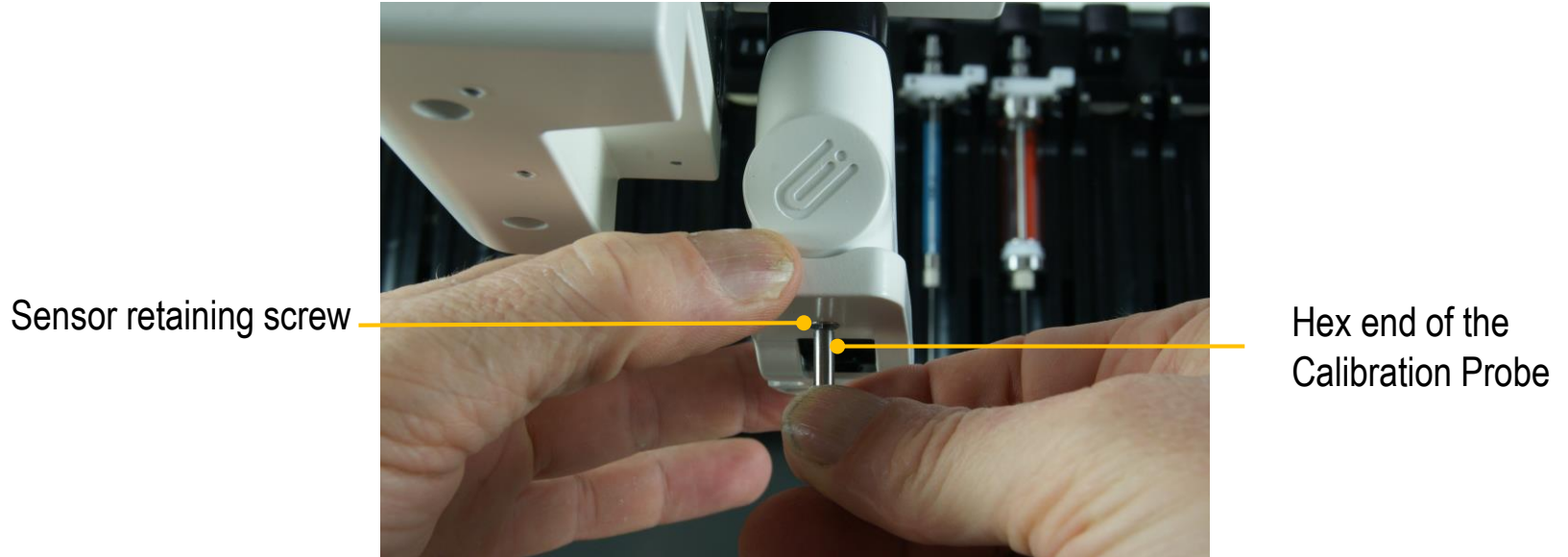

Adapter Plates
in Position 1 and 15

Install supplied Adapter Plates in deck positions 1 and 15. Remove all other Adapter Plates from the deck.

Calibration Probe

Hex End — Screw Thread End

Locate the Calibration Probe found in the ePrep Accessories Box.

Remove the Sensor Retaining Screw

Sensor retaining screw ⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯ Hex end of the Calibration Probe

Use the Hex end of the tool to undo the Sensor Retaining Screw at the base of the ePrep Rotating Foot. Hold the Bumper so that it does not fall off when the screw is removed.

Install Calibration Probe
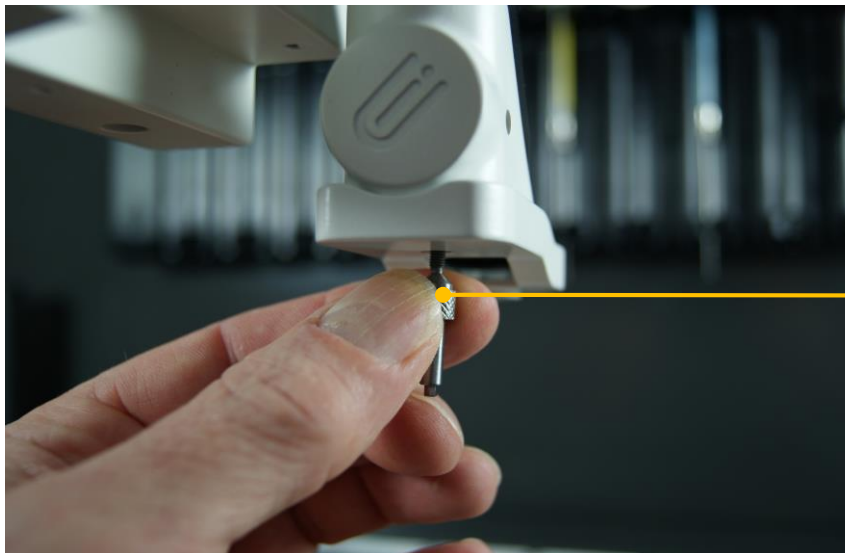
Screw end of the Calibration Probe

Replace the screw with the Calibration Probe and firmly screw it into the threaded hole, ensuring the foot sensor remains in position. WARNING: Do not overtighten.

Check Installation of Calibration Plates

Check the Adapter Plates are installed correctly. On the software Main Screen click on <u>System > Service ></u> <u>Calibrate</u> to open the Calibrate Deck option. Software will ask if Plates are positioned correctly.

Check Installation of Calibration Probe

If required the software will ask if the Calibration Probe has been correctly installed.
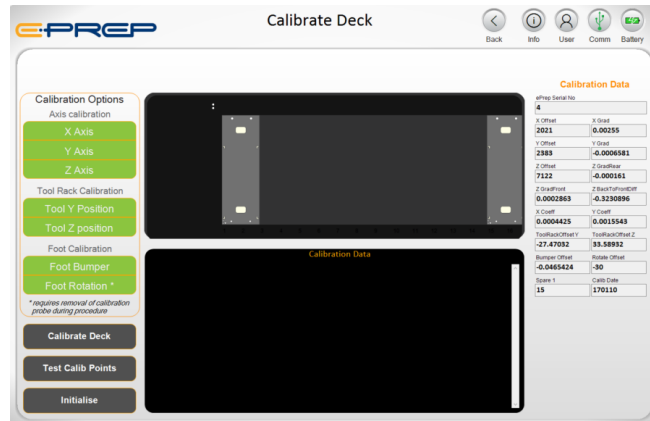
Deck Calibration

If Adapter Plates and Probe are installed, the following calibration options are available: X-Axis, Y-Axis, Z-Axis, Tool-Y, Tool-Z, Foot Sensor, Foot Rotation Note: user will be prompted to remove the calibration probe for foot rotation *.

Calibration Data panel records and displays the calibration data used to calculate operational parameters. Calibration points are saved on the instrument firmware for real time calculation of positional data.

Calibrate Deck: starts or stops (Aborts) the calibration. If required, a system initialisation will be performed.

Test Calibrate Points button can be used to test the X, Y and Z calibration at four points on the deck. If required user will be prompted to remove the probe during the procedure.
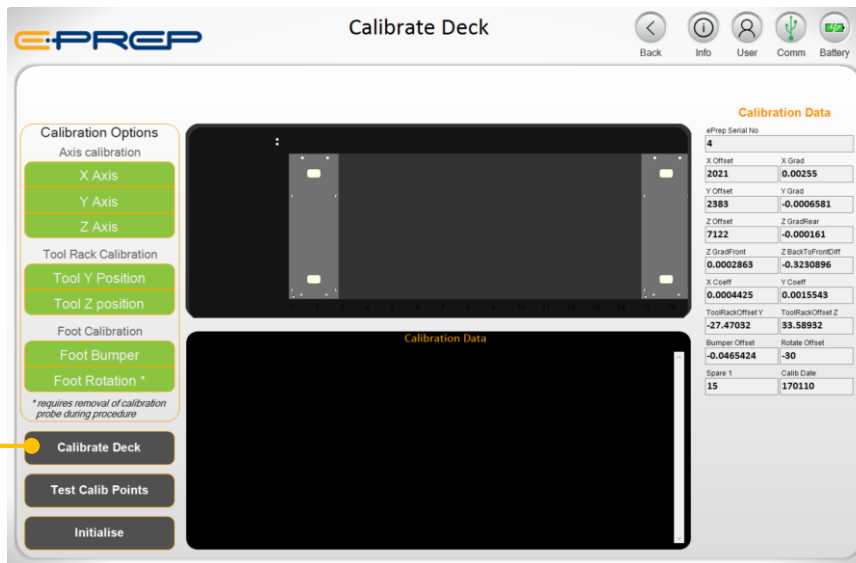
Select ALL Calibration Options

Calibration Options ———

On initial installation and commissioning, all calibration options should be selected. Note: the software does allow for selective "optional" calibration depending on installation of Probe and Adapter Plates.

Trigger Calibrate Deck

Click on "Calibrate Deck". ePrep will move the Calibration Probe to allocated positions on the deck and tool rack to record instrument calibration data. Full calibration takes around 10 minutes.

Calibration Completion and Data Write
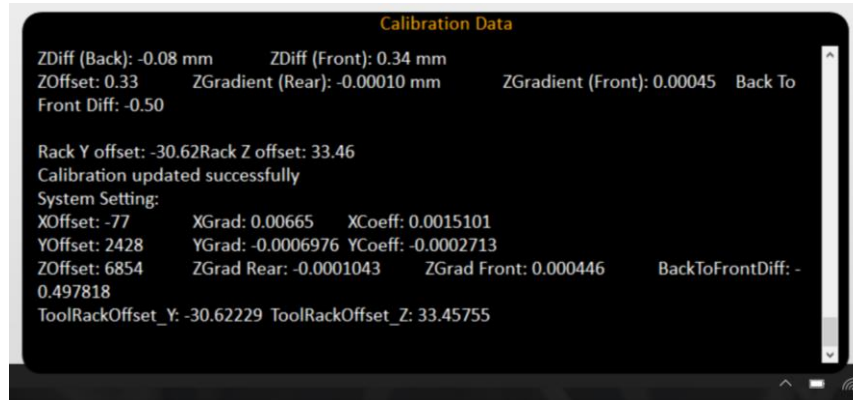
When complete the calibration dialogue will display "Calibration updated successfully". Calibration data is automatically written to the instrument EEPROM to be used during operation.

Remove Calibration Probe

Remove the Probe and replace the Holding Screw

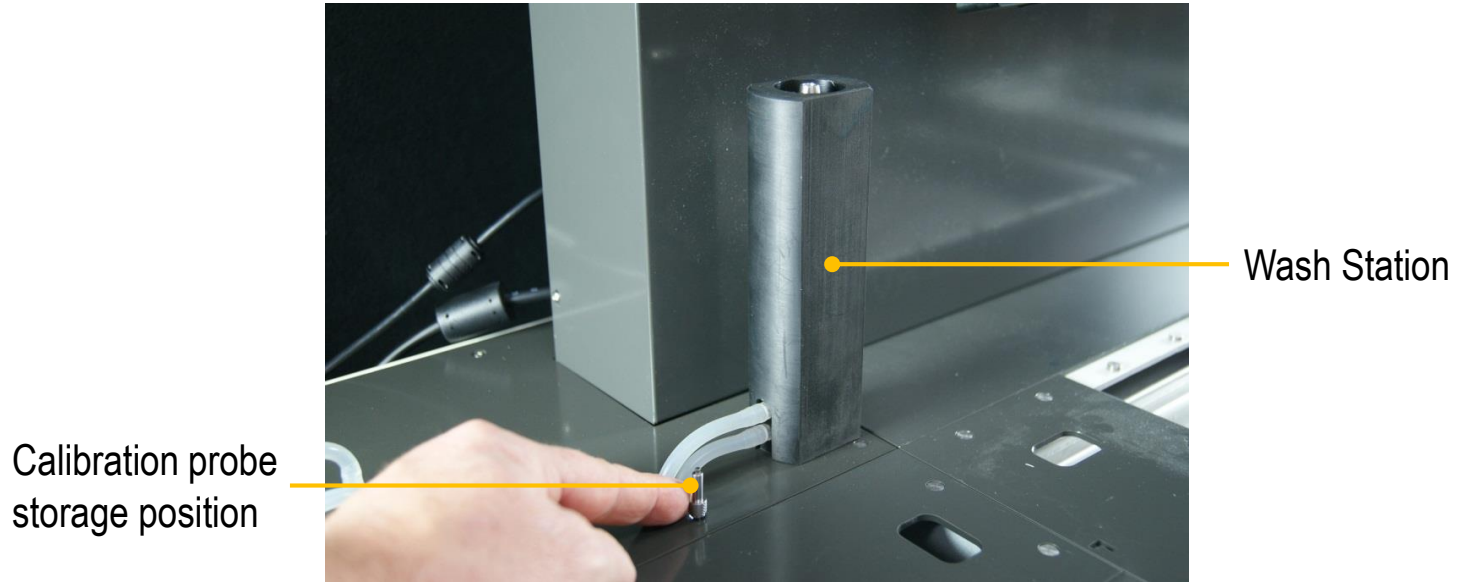When prompted, remove the Calibration Probe and replace the Holding Screw before proceeding. Store the Calibration Probe in the threaded hole next to the Wash Station.
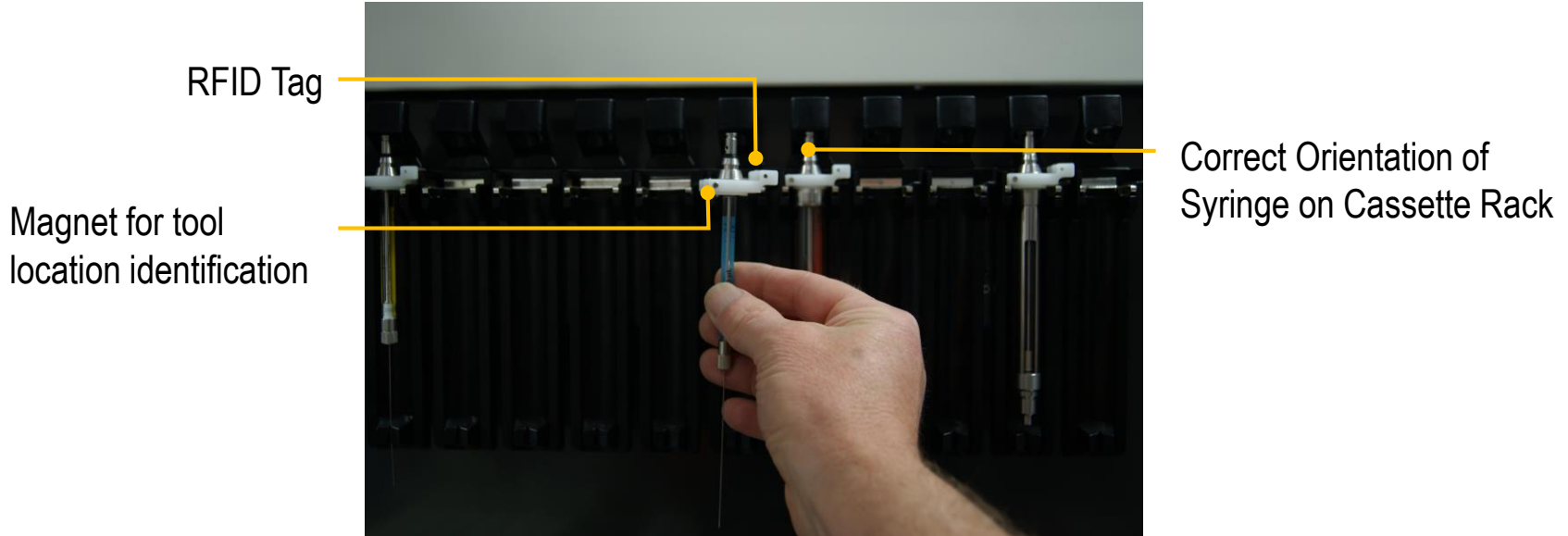
Store Calibration Probe

Wash Station

Calibration probe
storage position

Screw the Calibration Probe into its deck position next to the Wash Station for storage.

Installing Syringes and Tools

RFID Tag

Magnet for tool location identification

Correct Orientation of Syringe on Cassette Rack

ePrep Syringes and tools are fitted with RFID identification collars. Place the tool in the cassettes in the correct orientation (as shown) with the plunger fully down and the Tool Retainer Clip covering the plunger button.

Vial Adapter Plates and Vials

Large Pins

Vial Positions

Plate Position Indicator

Small Pins
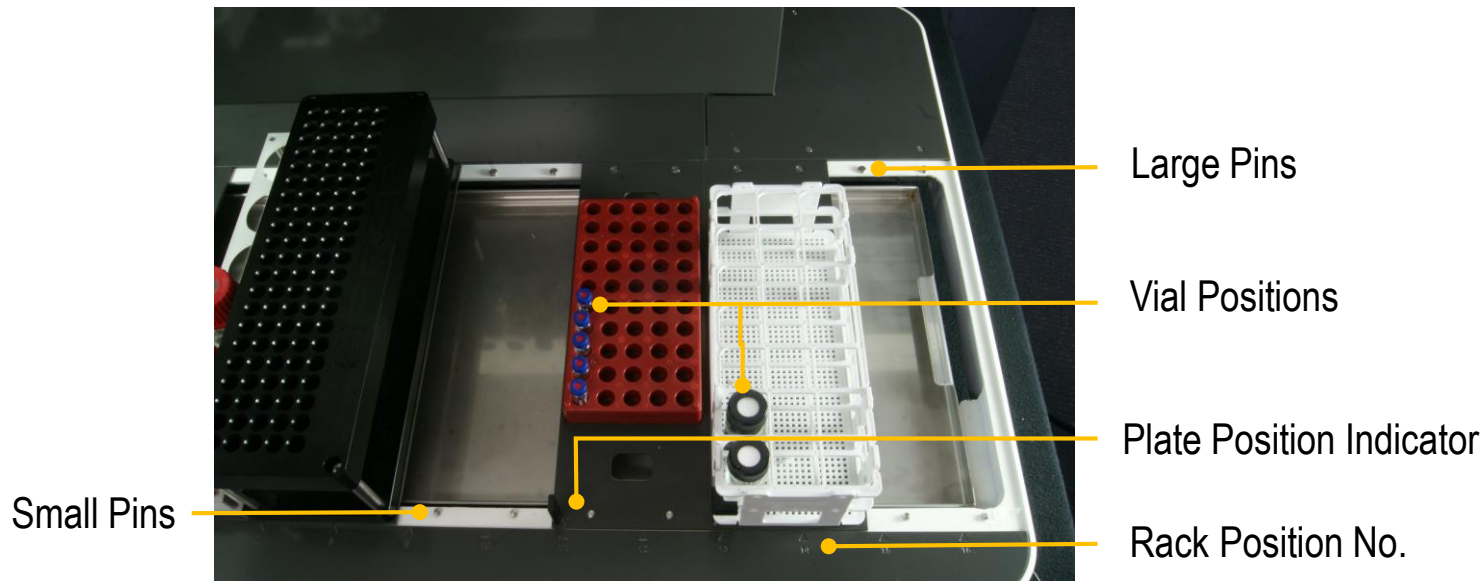
Rack Position No.
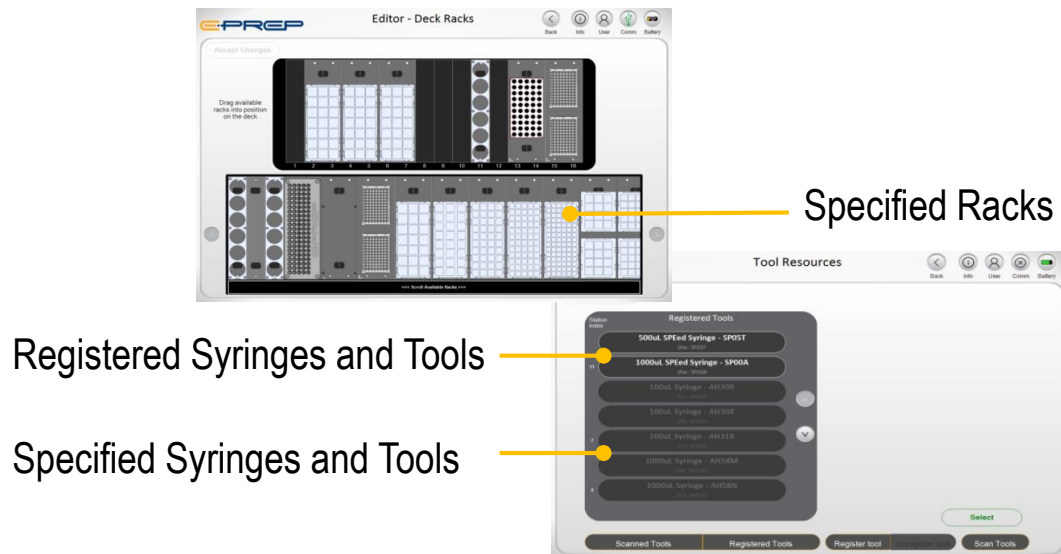
Vial Adapter Plates are polarised with the rear pins larger than the front pins. The engraved Plate Position Indictor is used to align the rack position number on the front of the deck.

Software Specified Vial Racks and Tools - IMPORTANT

Specified Racks

Registered Syringes and Tools

Specified Syringes and Tools

ONLY Vial Racks, Syringes and Tools that are **specified** in the software can be used with ePrep. On initial identification, Tools must be **registered** to enable the software to identify registered assets have corresponding software profile for simple programming within a Workflow.

RFID Rack Identification

RFID Tag on Post   RFID Tag on Rack

ePrep requires an RFID tag for identification of all vial racks on the deck. RFID tags are located on the rack itself or on a plate post. All vials within a rack must be the same height and type as the first vial because only the height of the first vial is sensed.