

SIGNING ON / SIGNING OFF

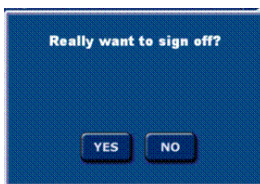


Sign On

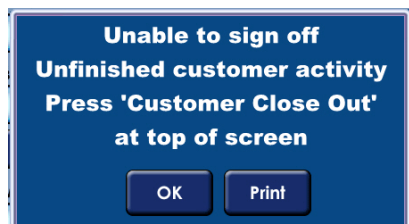
1. Touch **[Sign On]** to sign on to the live system or touch **[Enter Training Mode]** to enter Training Mode.
2. Enter your 6-digit **User ID** number on the keypad and touch **[OK]**. The **Enter Password** keypad displays.
3. Enter your 4-digit password on the keypad and touch **[OK]**.

Sign Off

1. Touch the **[SIGN OFF]** tab on the top left corner of the screen to sign off the terminal. The confirmation sign off screen display asks if you **"Really Want To Sign Off?"**
2. Touch **[YES]** to sign off or **[NO]** to cancel the sign off process.



NOTE: You cannot sign off if a customer balance is displayed at the top of the screen. You must close out the customer first.



hoosier lottery™

GAME MAIN MENU SCREENS



CUSTOMER CLOSE OUT

Touch **[CUSTOMER CLOSE OUT]** at the top of any screen to close out the transaction and zero out the balance. Use this process before each new customer to clear the total at the top of your screen and to ensure that the customer display indicates the correct total at the conclusion of each customer transaction.

SELLING DRAW GAMES

Game logos for Hoosier Lottery draw games are located on two **GAMES** screens - **[GAMES Page 1 of 2]** and **[GAMES Page 2 of 2]**. To toggle between the two screens, touch the **[GAMES]** tab.

Lucky 5, Powerball® with Power Play®, Mega Millions® with Megaplier®, Hoosier Lotto, Quick Draw and mix & match

1. If necessary, touch the **[GAMES]** tab until you see the game logo for the game that the customer wants to play.
2. Touch the game logo on the **Games** screen.
3. For Quick Pick, touch **[SEND]**.

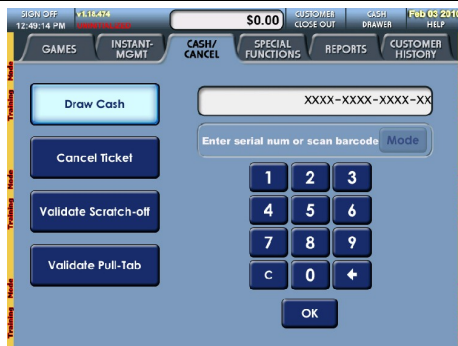
OR

- For Manual Entry, select the customer's play options.
- Then touch **[MANUAL ENTRY]** to select the numbers the customer wants to play.
- Touch the numbers that the customer wants to play. If needed, touch a selected number to clear that number or touch **[CLEAR]** to delete all numbers and start over.
- Touch **[SEND]**. The terminal prints the ticket(s).

Daily 3 and Daily 4

1. If necessary, touch the **[GAMES]** tab until you see the game logo for the game that the customer wants to play.
2. Touch the game logo on the **Games** screen.
3. Touch the numbers the customer wants to play, or touch **[QP]** to have the system randomly select the numbers.
4. Touch **[SEND]**. The terminal prints the ticket(s).

CASHING TICKETS



- Press the **[CASH/CANCEL]** tab to display the **Cash/Cancel** screen.
- Press the button for the function you want to perform.

To Cash a Draw Game Ticket:

1. Touch **[Draw Cash]**.
2. Scan the ticket or manually enter the ticket number and touch **[OK]**.
3. A receipt will print when a winning ticket is successfully cashed.

To Cancel a Draw Game Ticket:

1. Touch **[Cancel Ticket]**.
2. Scan the ticket or manually enter the ticket number and touch **[OK]**.
3. A receipt will print when the ticket is successfully canceled.

To Validate an Instant Game Ticket:

1. Touch **[Validate Scratch-off]** or **[Validate Pull-Tab]**.
2. Touch **[MODE]** to choose **Old Format** or **New Format** ticket number.

Scratch-off—OLD (XXX - XXXXXX - X - XXX)

Scratch-off—NEW (XXXX - XXXXXXXX - XXX)

Pull-tab—OLD (XXXXXXXXXXXXXXXXXX)

Pull-tab—NEW (XXXX - XXXXXXXX - XXX)

3. Scan the ticket with the wireless barcode reader or manually enter the ticket number and touch **[OK]**.

REPORTS



All reports, except reports for scratch-off tickets, can be accessed by touching the **[REPORTS]** tab. Instant reports are available by touching the **[INSTANT-MGMT]** tab.

CHANGING PAPER

To view a video on how to change printer paper:

1. Touch the **[SPECIAL FUNCTIONS]** tab.
2. Touch **[Video]**.
3. Touch **[Paper Change]**.

NOTE: You may also view a video on how to clear a jam in the document scanner from this screen.

INSERTING OR USING PLAYSLIPS

- Insert a completed playslip into the terminal's document scanner.
- The playslip must be placed in the document scanner vertically (as in picture) on the left side of the document scanner. Make sure that it is always **FACE DOWN**.
- The terminal automatically prints a ticket with the selected numbers.
- The playslip can be inserted from any game screen except for the manual entry game screen or when a pop-up is displayed.



WIRELESS TICKET CHECKER

The wireless ticket checker is a self-service device which allows customers to check their own tickets. When a player scans the barcode on a draw ticket the ticket checker can determine if the ticket is a winner.



NOTE:

Scratch-off tickets will be able to be checked using the wireless ticket checker at a future date.

WIRELESS BARCODE READER

The wireless barcode reader is located on the front of the printer. Use the reader to scan tickets and to activate scratch-off ticket packs.

To scan a ticket, place the ticket under the barcode reader. Align the barcode under the red target (+), and a red light will display. A tone will indicate when the barcode has been read.



To activate a ticket pack, remove the barcode reader from the cradle, align the ticket pack barcode under the barcode reader, and press the button on top of the reader.



Need Help?

**For terminal assistance:
Scientific Games Call Center**

(877) 294-4639

For all other customer service

inquiries:

**Hoosier Lottery
Customer Service**

(800) 955-6886