iPad Blotter/Keyboard/Pen Overview

- **Pre Check-In**
  - **Key Items:** Required tools (only use hand tools. No power tools)
    - 2.5 mm hex bit/allen wrench
    - Philips head bit/screw driver
    - Putty knife
    - Cutting tool (scissors)
    - Blue painters tape

    - **IDL Supplied**
    - MTI Tools
    - Power strips
    - Cable Ties
    - VHB Tape
    - Templates for FS/WB (Planogram A)
    - Template for SOTF 1-Table (Planogram B)
    - Planograms/Install Guide
    - IDL Merchandiser Badge
- **Check-In**
  - **First with AT&T Associate then ask for Manager**
    - Let them know you are there to install for Apple, adding iPad Blotter/Keyboard/Pen for their Apple fixture.
    - Ask for MTI security key to unlock and disarm MTI Security
    - Ask for X packages that shipped to store
    - Ask for X power supply for demo units iPads to be used.

MTI Stem Removal process (confirm y/n)

- **Remove MTI Security from iPad(s)**
- **Remove MTI power source from strap (strap to be used later to install power strip)**
- **Remove two Cat 5 cables and replace with 6 ft Cat 5 E cable**

Sync Pencil with iPad

- Verify Pencil is synced

Power Strip

- Install power strip
  - Use existing support/strap
- WB plug into wall outlet
- FS plug into tri-tip whip
- If unable plug into empty power strip outlet

Lay provide cable out / measure and mark placement

- **Cables marked/taped**

- **Tape cables to table**
- **Blotter (only for FS/WB)**
  - Packaging includes blotter, adhesives, and adhesive removal tool
  - Install blotter following the install guide using the template provided
- **Apple Pencil Tub** (only for SOTF 1 or 2 table)
- **iPad Pro with Smart Keyboard**
  - Install security cables
  - Mount on smart keyboard (magnetic attachment built in)
- **Apple Pencil**
  - Attach secure cable ensuring proper amount of slack (validate in install guide)
  - Pencil cap removal and given to store manager for secure keeping
- **Under Shelf / Table Components**
  - Use the X bracket to install Se-Kure alarm
- **Pencil Timer**
  - Goal: charge the pencil during non-store hours
  - Timer Instructions provided in kit – (Woods 50007)
  - Set Pencil Timer (see instructions)
    - Set 30 minutes from 2:30 pm to 3 pm local time
    - Set 2 hours from 2 am to 4 am
  - Install Pencil timer
- **Zip Ties**
  - Use Zip Ties to tie up loose cords

Verify iPad is charging

Arm security
- Place batteries in new alarm box
- Plug in box to power strip
- Test security for pencil and iPad
- Lock security box

Check Out
- Ensure all tools are accounted for. Do not leave anything behind
- Leave MTI and Se-Kure Alarm Box keys with Manager
- Leave Cat 5 cables with AT&T
- Train Manager on Alarm Box
- Sign out with Manager (possible handover doc)