

# Vision X<sup>®</sup>

## REFERENCE CARD

### Preparing Documents for Processing

Proper document preparation prevents time consuming errors during and after scanning. These errors include piggybacks, skewed documents, jams, CAR/LAR failures and MICR rejects.

1. Remove all rubber bands, staples and paper clips from the documents.
2. Ensure all documents are facing the same direction and that any dog-ear corners are straightened out.
3. Jog the documents to align leading and bottom edges. For best results, use a mechanical jogger or a hand jogger.
4. Check bottom and leading edges once more to ensure documents are aligned.

### LED Status Lights

Red LED	Green LED	Description
Off	Off	The Vision X is offline.
Off	On	The Vision X is online and the feeder is empty.
Off	Blinking	The Vision X is online and the feeder contains documents ready to feed.
On	Off	Interlock switch is activated and the central plastic cover is removed.
Blinking	Off	Jam on the transport track.

### Feeding Documents

1. You may feed documents one at a time or in small batches by inserting the documents all the way into the feeder.
2. The documents must be inserted into the feeder so that the leading edge aligns with the embossed arrow on the outercover.
3. Larger batches up to 100 checks require the pressure plate be pushed back before inserting checks into the feeder.
4. To prevent misfeeds do not overfill the feeder.
5. The feeder is designed so that checks can be loaded continuously, while the scanner is processing. This can be done by inserting checks behind those already present in the feeder.
6. Processed documents are sent to the exit pocket. For best result remove the documents when the pocket is nearly full. Jams occur when the pocket is too full.



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## Clearing Jams and Errors

When a jam or error occurs, the paper path must be cleared.

1. First remove the documents from the exit pocket and then free the track by selecting the EJECT function in your application.
2. In case of unsuccessful operation, apply the following suggestions:
  - a. Extract the jammed document by pulling it out with your fingers.
  - b. If the document does not pull out, take hold of the document and pull it down the track to the first turn, then pull the item up and out of the transport.
  - c. Occasionally, it may be necessary to remove the outer cover as well.



## Cleaning and Maintenance

Panini recommends cleaning the Vision X weekly, or on an as-needed basis depending on the quantity and condition of the documents being processed.

Unplug the power cable, USB cable and remove the inner and outer covers before cleaning.

1. Use a container of canned air and nozzle to clear the track of any dust or debris. Also blow air on the three pairs of photocell sensors (feeder area, reader area, and past the cameras).
2. Wipe the glass on the contact image sensors with a lint-free cloth and isopropyl alcohol.
3. If endorsements are poor or fuzzy, clean the ink jet nozzles with a lint-free cloth moistened with deionized (or distilled) water. Hold the dampened cloth in contact with the nozzles for a few seconds, then gently wipe the nozzle plate in the direction of the paper movement. Do not wipe the electrical contact area. If ink remains on the nozzle plate, wipe again with a clean, dry lint-free cloth.



To make the cleaning process more convenient, cleaning kits may be purchased. The Vision X Cleaning Kit contains 25 Cleaning Cards, 25 pre-moistened Ink Cleaning Wipes and 6 image sensor Cleaning Swabs. To purchase these kits online and run the cleaning card process please go to [www.panionlinestore.com](http://www.panionlinestore.com).