



Cleaning the Terminal Exterior

To clean the exterior of the terminal:

- Moisten a cleaning cloth with a commercial or domestic hard-surface cleaner and wipe the terminal exterior to clean it.
- Since dried residue of a cleaning product could become a future problem for the electrical and mechanical connections, avoid gross application of cleaning product and do not spray cleaning product directly onto the terminal.
- These instructions do not apply to the interior of the terminal.

Cleaning the Terminal Screen

PeoplePoint terminals are equipped with LCD screens. Some are equipped with touch screen membranes (capacitive or resistive) on the LCD screen. All of these screens are susceptible to damage if improperly maintained.

Use the following procedure and guidelines to clean a PeoplePoint LCD screen:

- Turn off the device. If the screen is dark, it will be easier to see the areas that are dirty or oily.
- Use a clean, dry, microfiber cloth and very gently wipe the screen. If the microfiber cloth does not completely remove the dirt or oil, do not press harder in an attempt to scrub it off.
- If necessary, dampen the microfiber cloth with a commercially available LCD screen cleaning fluid or with 70% or greater isopropyl alcohol (rubbing alcohol).
- Never spray the clock directly.

General Guidelines

- Avoid using paper towels, toilet paper, tissue paper, or clothing to wipe the screen. These materials can scratch the display.
- Avoid cleaning products that contain ammonia (like Windex®), ethyl alcohol (Everclear® or other strong drinking alcohol), toluene (paint solvents), as well as acetone or ethyl acetate. These chemicals can react with the materials that the flat screen is made of or coated with, which could permanently discolor the screen or cause other kinds of damage.
- Never spray liquid directly on to any screen. The liquid could penetrate to the interior of the terminal and damage it.

Cleaning the Badge Reader

To clean the badge reader:

- Swipe a cleaning card pre-moistened with isopropyl alcohol (rubbing alcohol) through the reader several times.
 - a. Low-usage readers should be cleaned monthly.
 - b. High-usage readers should be cleaned weekly