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## 129-000564 ImageCast® 400 Series Internal Acceptance Test Checklist - Receiving Version 2.2

Reference Docs: ICET™ Level 1 Maintenance Manual

129-000573 ImageCast® 400 Series Acceptance Election Application Test Procedure

PCOS Model: \_\_\_\_\_

## RECEIVING

SW Version (Received): \_\_\_\_\_

PCOS Serial Number: \_\_\_\_\_

Date: \_\_\_\_\_

Step No.	Stage Description	Details	Pass	Fail	Comments / Defects	
<b>Unpacking and Inspection Stage</b>						
1	Unpacking	Ensure the system is properly packed in a plastic zip-tight bag with three (3) dessicant pack.				
2		Ensure that the following items are present in the packaging box: 1. Power Supply unit (rated 19V, 6.3A - 120W) 2. Power cord 3. Black ink cartridge by Addmaster 4. Two (2) 8GB Compact Flash cards 5. Two (2) Security Keys (iButtons)				
3	Inspection	Ensure that there are no undesired stickers/labels. Also ensure that all the desired stickers/labels are present.				
4		Unit has all plastic parts assembled and intact (plastic cover, LED pipes, CF Card doors, AVS and Port door, thermal printer door, privacy flaps).				
5		Ensure that there are no obvious scratch marks, dents or spots on the covers.				
6		Perform a shake test of the tabulator to ensure there are no loose screws or parts.				
<b>Power Up and System Status Verification (with Test Election CF cards)</b>						
7	System Power Up	Insert two (2) CF cards programmed with a Test Election Project into the memory card slots of the tabulator. <b>Note:</b> The Test Election Project must be compatible with the SW installed on the tabulator. If the SW version is not known, insert any two CF cards and perform steps 7-9 to identify.				
8		Power up the system and verify that the appropriate audio-visual indications are seen and heard.				
9	Status Verification	Confirm that only the following start-up warning message is displayed: "Inkjet Printer not ready". Acknowledge the message then start up in Technician Mode.				
10		Verify the following: 1. Battery Icon on-screen displays >90% Battery charge level. If not, charge the battery. 2. Verify that the expected SW Application Version for inbound acceptance is displayed at the bottom of the screen. Record the SW Version in the placeholder on this document. 3. Ensure that the System Health icon is colored white. 4. Ensure the correct local date and time are displayed.				
11		Go to <b>Diagnostics &gt; System Status</b> and verify that all system components are correctly detected.				
<b>Functional Testing (with Test Election CF cards)</b>						
(Note: This section is to be performed based on the 129-000573 ImageCast® 400 Series Acceptance Election Application Test Procedure)						
12	Election Project Testing	Install a Test ink cartridge into the inkjet printer.				
13		Exit from Technician Mode and Start-up Election Mode.				
14		Press the <b>Open Poll</b> button and print a status report. Verify that the report displays the correct Machine Serial Number and Date and Time stamp.				
15		Verify that the # of ballots cast is zero.				
16		Perform Standard Voting as per document 129-000573 using the Ballot Test Deck provided.				
17		Unplug the AC adapter from the rear of the tabulator.				
18		Perform a single session of Accessible Voting as per document 129-000573 under battery power. <b>Note:</b> This is not a conclusive battery capacity test but only verification of the battery's ability to hold charge.				
19		Close the polls, print the results report and re-zero the CF cards.				
20		Verify that the results on the report match the expected results as per document 129-000573.				
21		Follow the standard procedure to power down the tabulator then close the privacy flaps and lay the display screen into the storage position.				
22	Power Down and Signatures	Unplug the AC adapter and any other devices attached to the tabulator.				
23		Record the machine Serial Number in the Inventory Database.				
24		Place the completed and signed Checklist with the tabulator.				
25		Store the system away or send it for dispatching, whichever required.				