



Procure Touch Installation Instructions

To set up your Touch device you will complete the following

- 1 **Unpack & confirm contents**
- 2 **Attach the fingerprint reader**
- 3 **Install software**
- 4 **Mount your device**
- 5 **Setting up Attendance Tracking**

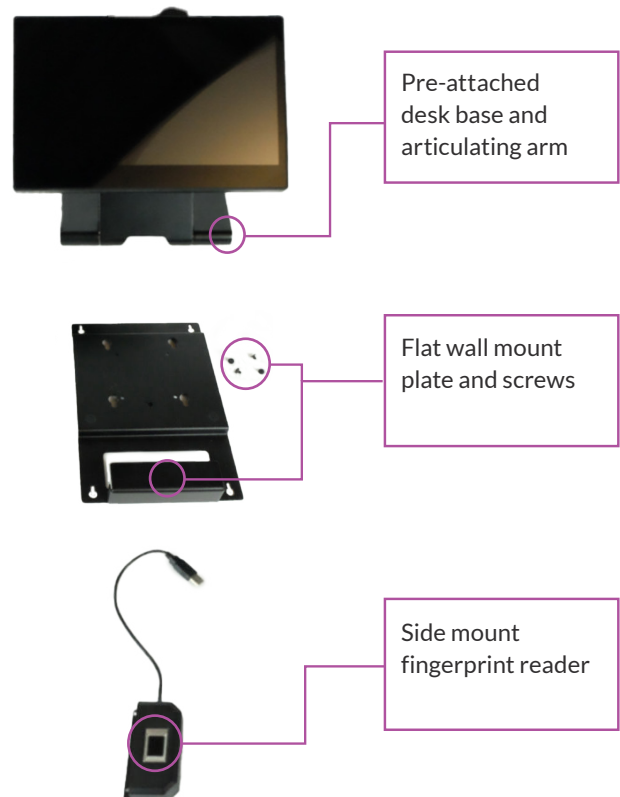


1 UNPACK & CONFIRM CONTENTS

Included with your shipment:

- (1) Procure Touch computer with articulating arm and base attached
- (1) Flat wall mount plate with 4 small bolts
- (1) Power brick/power supply
(connects to computer)
- (1) Fingerprint Reader with attached USB cord
(connects to Touch device)
- (1) Power cord *(connects to power brick)*

If you are missing an item listed above, please contact our customer support team at support@procaresoftware.com



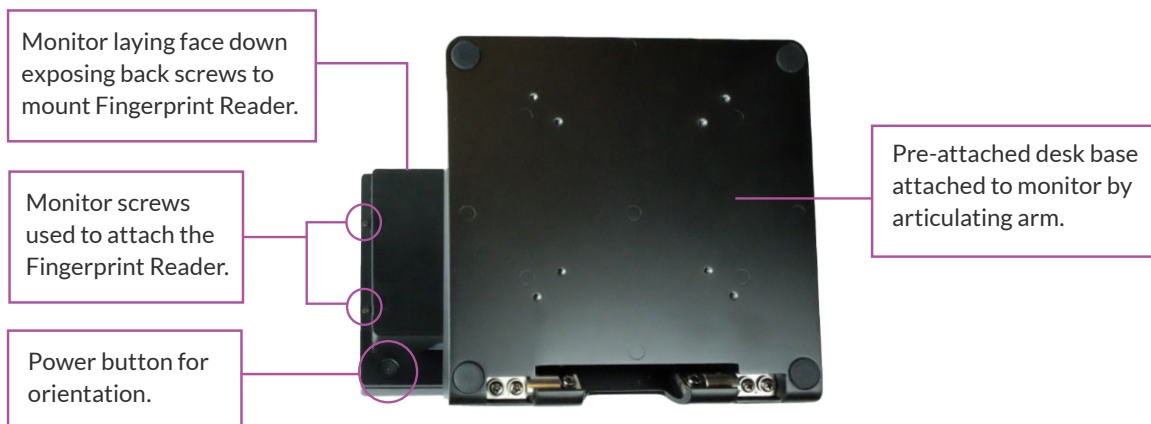


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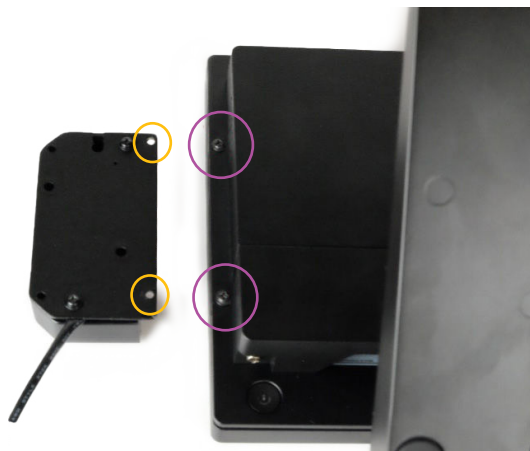
2 ATTACH THE FINGERPRINT READER

The Fingerprint mounts on to the right side of the monitor, looking from the back of the monitor:

- A. On a flat and clean work surface, carefully lay the monitor face down so the back of the Touch computer exposed. The pre-attached desk base and articulating monitor arm will be facing you.



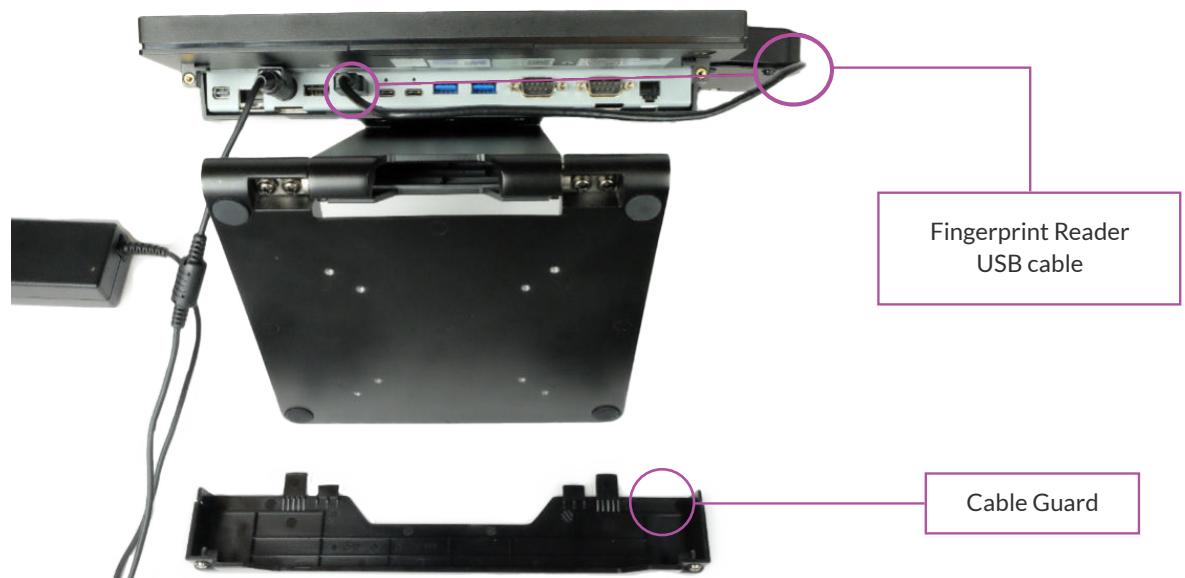
- B. Remove the two screws circled in purple and align the Fingerprint reader mount holes circled in yellow, over the monitor holes the screws came out of. Re-insert the two monitor screws through the Fingerprint Reader mount holes and into the back of the monitor where they came out of.





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- C. Attach the Fingerprint Reader USB cable to a USB port at the bottom of the Procure Touch 11.6 computer. May need to remove cable guard for easy access (if needed, see *Ports & Connections at the bottom of this document*).



3 INSTALL SOFTWARE

Install the software and confirm everything is working before mounting the Procure Touch on your wall or counter. It's much easier to reach the power switch and ports with the computer on your desk or work bench.

FOR PROCARE CLOUD CUSTOMERS

If you are using the Procare Cloud service:

- A. Go to <https://www.procaresupport.com/procare-desktop/docs/en/installing-the-procare-cloud-service>, to learn how to install Procare Cloud Service

- B. **IMPORTANT!** When asked if people will be checking in, answer "Yes. This computer will be used as a Procure Check-In station."

FOR NON-CLOUD CUSTOMERS

Call Procare Tech Support for assistance on installing non-Cloud Procare/Check-in client

Procare Tech Support (800) 964-1729



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4 MOUNTING YOUR PROCARE TOUCH

If your Procure Touch is going to be free standing on a desk or countertop, your device should look like the below image. You are now free to place the device where you see fit.





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To secure the Touch to a desk or countertop or for wall mounting:

- A. On a flat and clean work surface, carefully lay the monitor face down so the back of the Touch computer is facing you. The Touch 11.6 computer pre-attached desk base and articulating monitor arm will be facing you.
- B. Place the flat wall mount plate on top of the Touch 11.6 computer desk base and align the mounting holes.
- C. Use the four small, provided bolts to fasten the flat wall mount plate to the articulating arm base.

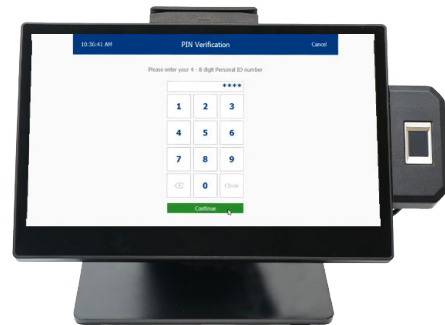




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5 SETTING UP ATTENDANCE TRACKING

- Open our help article:
<https://www.procaresupport.com/procare-desktop/docs/attendance-tracking-overview>
- Follow steps under “Get Ready to use a Check-In Computer”



Support

For support setting up your Procare Touch device contact our customer support team.

Procare Support

Hours: M-F, 6 a.m. - 9 p.m. ET

Phone: (800) 964-1729

Email: support@procaresoftware.com

Additional Information

Procare Touch Ports & Connections

