

Portal 2 to Portal 3 Upgrade Path

In order to upgrade from Portal 2 to Portal 3, you MUST have a laptop and an Internet connection, and an Arbor board installed in at least one Portal. You WILL NOT be able to move any information over from the Portal 2 cards to the Portal 3 cards – you will be starting fresh.

1. Record all pertinent information from your Portal 2 Setup screens onto the following pages.
2. Print all accounting reports and house account reports from Portal 2 machines.
3. Power down the Portals and remove the C and D drives. Keep the C and D drives in a secure place for data backup.
4. Make sure an Arbor carrier board is installed in at least one machine. That machine will be the primary Portal.
5. Insert the new C drive into the top slot and D drive into the bottom slot of the machine(s).
6. Power up the primary machine. Enable the server on the primary Portal by entering the code 4401 then Enter on the keypad. Login to Maintenance Mode using UserID 00 and Password 00. Go to *Setup>Enable Local Server*. The Portal will reboot and start up in Out of Service mode.
7. Log into the Maintenance screen and ensure that the Portal ID is 1 for the primary Portal.
8. Using a laptop or desktop PC, access the management application by entering the following into the address bar:

<http://XXX.XXX.XXX.XXX:9810/web> (where XXX equals your site IP address)
9. Login to the application using UserID 00 and Password 00. Enter the information for Site, Products, Device Profiles, POS Interface (if required), and Devices according to the information you wrote down from Portal 2. Follow the instructions in the Portal Operations Manual.
10. Reboot the primary Portal and power up the secondary Portal, if applicable. Both Portals will start up in Out of Service mode.
11. Assign the device profiles to each machine according to the Portal Operations Manual.
12. Login in to Maintenance Mode and make a Cash Withdrawal (withdraw all money from the coin and bill dispensers in the machine) and then make a Cash Deposit so that cash reporting will be accurate.
13. The Portals will now be operational.

Programming Information

Site Information:

Site Name: _____
 Wash Equipment * _____

* List the Car Wash equipment manufacturer and model. For conveyor washes, also list the mfr & model of the controller.

Credit Configuration:

Dialup Internet Cards Accepted: Visa MC AmEx Discover

Merchant ID: _____

Mercury Gift Cards accepted? Yes No

Mercury Merchant ID: _____

Wash Packages:

List in the order it will displayed on the screen from top to bottom.

Wash #	Name (24 characters max)	Price	Output Relay(s)
1			
2			
3			
4			

Wash Feature Text:

The feature text will be shown on the Wash Menu Screen. The screen allows up to 7 lines, 16 characters per line.

Line	Wash 1	Wash 2	Wash 3	Wash 4
1				
2				
3				
4				
5				
6				
7				

Added Services:

List services in the order it will be displayed from top to bottom. Check the appropriate relay and associated wash.

Name (24 characters max)	Price	Output Relay(s)								Select Associated Washes			
		1	2	3	4	5	6	7	8	1	2	3	4

Wash Interface:

Wash In Use Setting (choose one)	Enable?	
	Yes	No
Wash-In-Use		
Cycle Complete		
None		
Interface Setting	Enable?	
	Yes	No
Relay Latching		
Relay Stacking		
Fault OOS Detection		
Auto OOS Detection		
Start Button (Over Conveyor)_		

Combo Mode: (applies to combination wash equipment only)

- Customer Choices: (e.g. Touchfree, Soft Touch)

1st choice: _____

2nd choice: _____

Associated Washes	
Wash Name (from page 1)	Alternate Relay Pattern (for 2 nd choice)

Cash Configuration:

- Bills Accepted \$1 \$5 \$10 \$20

- Bills Dispensed \$1 \$5 (disregard if unit does not have bill dispenser)

- Coin Dispensers (disregard if unit will not have coin dispensing):

Lower hopper \$1 coin Quarter

Upper front hopper \$1 coin Quarter Check here if hopper will dispense tokens.

Upper rear hopper \$1 coin Quarter Check here if hopper will dispense tokens.

POS Interface:

POS Code Length: 5 6 7 Expiration in days (1-30): _____

POS Protocol: None POS1 POS2

Baud Rate: 1200 2400 4800 9600 19200