Datacard®

CD820™ Instant Issuance System

Quick Install Guide

Refer to the printer's *Installation and Administrator's Guide* found on the *Owner's Library* CD for detailed installation instructions.

The latest firmware and user documentation for your CD820 printer is available for download at www.datacard.com.

1. Select a Location for the Printer

- Install the printer in a location that is clean and well ventilated, free of vibration or shock.

- For venting and clearance, choose an area that's large enough for your printer configuration based on its options. Refer to the site requirements in the printer's *Installation and Administrator's Guide*.

- Do not install the printer in direct sunlight.

- Install the system in a secure location.

- Install the system in a location that has access to an AC outlet and a network port (if you are using a network connection).

2. Set Up the Printer

    a. Remove the printer from its shipping carton.

        Refer to the following illustration if the printer has the optional multi-hopper.

b.   Unlock the printer and open the printer cover.
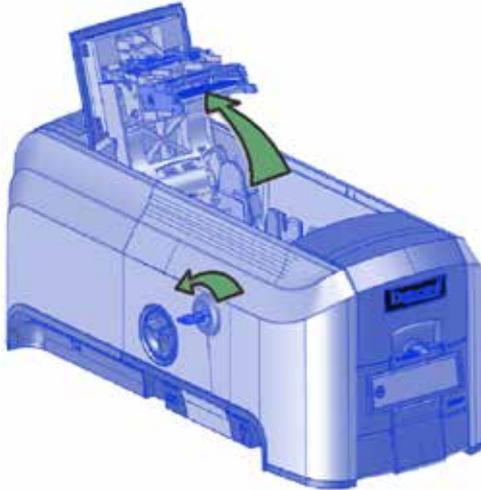
c.   If the printer has the optional multi-hopper, unlock the printer and open the printer supplies access door and the multi-hopper cover.

   Remove the packing material inserted behind the hopper and inside the cover.
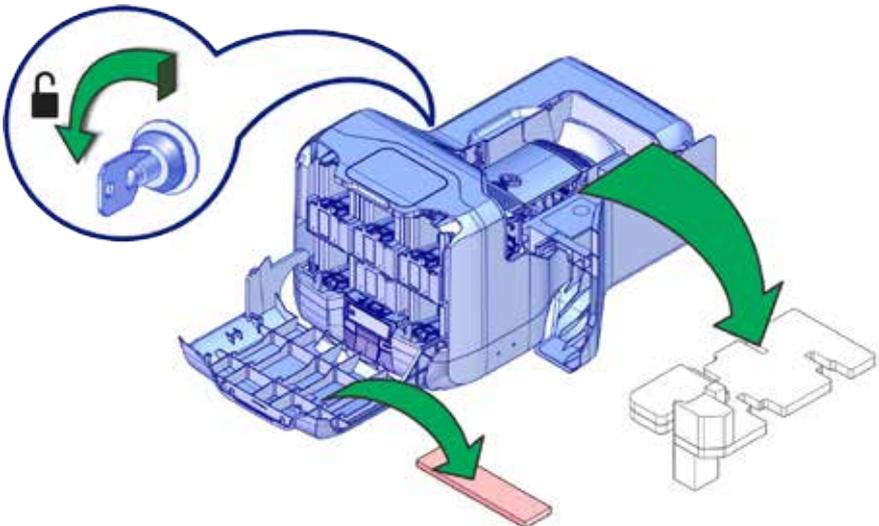
3. Load Supplies

Supplies are ordered separately.

a. Remove the print ribbon cartridge.
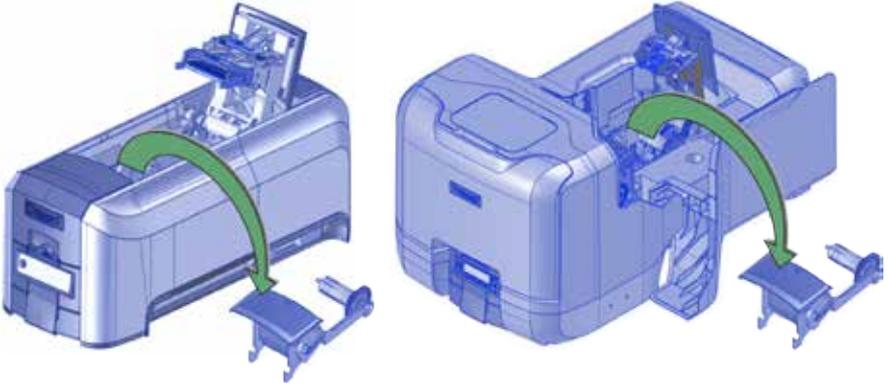
b. Load the print ribbon onto the cartridge.

    c.   Load the cleaning sleeve onto the ribbon cartridge.
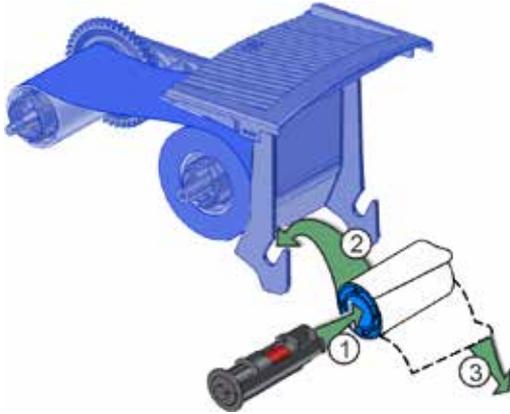
    d.   Install the print ribbon cartridge in the printer.

    e.   Close the printer cover. Press down on the cover ridges to make sure that the cover latches properly on both sides.
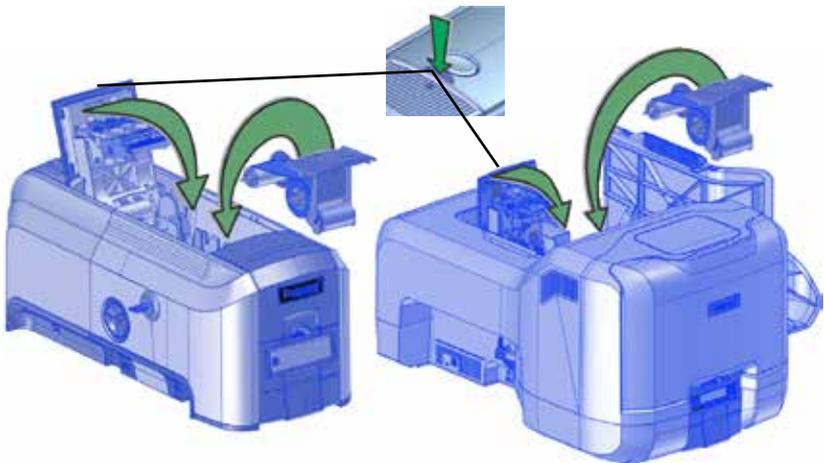
f.   Load cards in the hopper.

Single Hopper
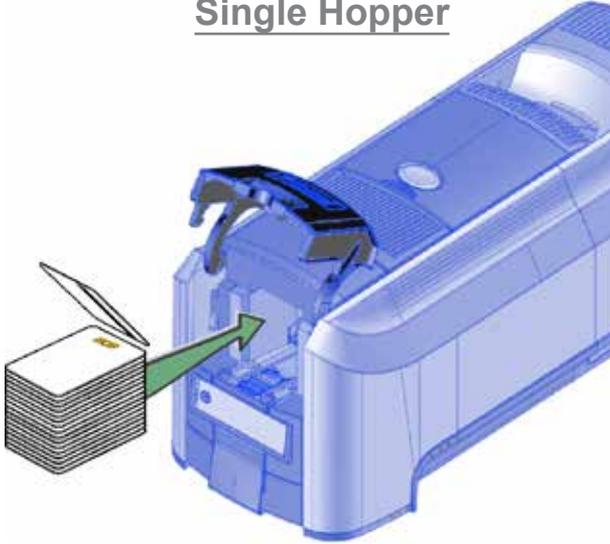
Multi-Hopper
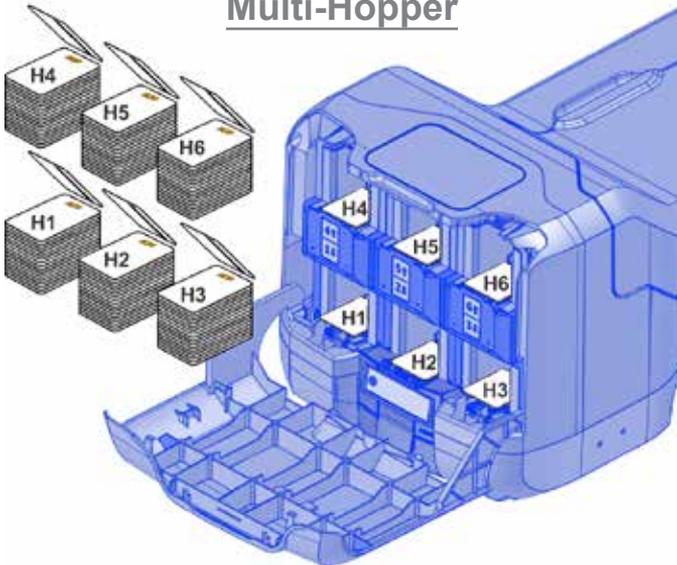
g.   Close the printer doors and lock the printer.

4. Plug In and Power On the Printer

    a. Connect the printer power cord to the printer and to the power supply.

    b. Plug the power supply cord into the power outlet.

    c. Press the power button on the front panel to power on the printer. Wait until the system has powered up and "Print job queue is deactivated" displays on the LCD panel.

5. Activate the Printer Through the Front Panel

    a. Before you start the activation process, call Datacard Technical Support at 1-800-328-3996 to obtain the activation code.

    b. Have your printer's serial number ready when you call. The printer's serial number is located on the configuration label on the printer swingarm.

Serial Number
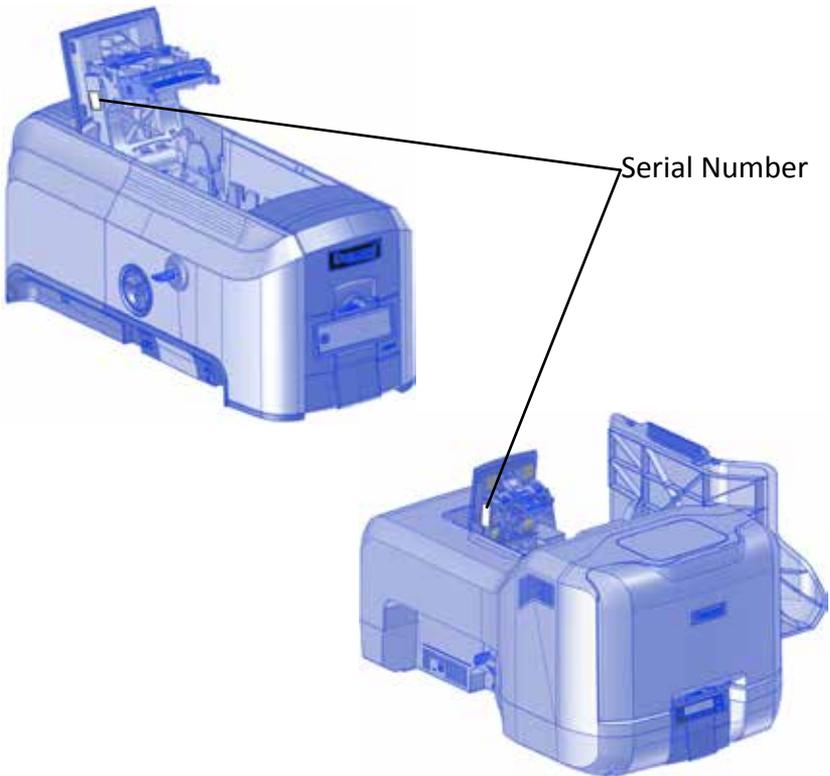
c. Enter the activation code.

1
Print job queue
is deactivated

2
Deactivated:
Menu available

3
Main Menu
> Maintenance

3X

4
Main Menu
> Activate

5
Activate
> Enable

6
Enable
> 12345_

7
"12345678"
> Apply

8
Activate
> Request Success

9
Ready   Eng
Model #
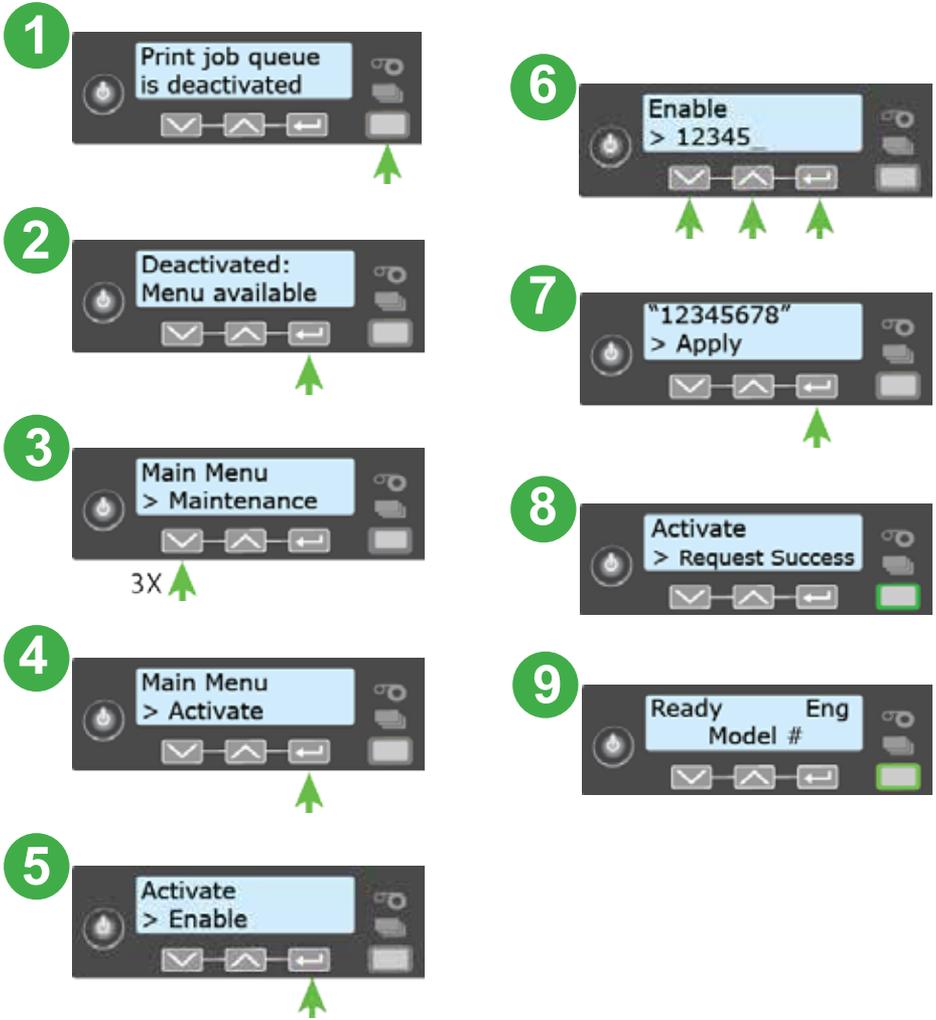
6. Set a Static IP Address

Datacard® CardWizard® issuance software requires the printer to have the same IP address at all times.

a. Obtain the following information from your system administrator:

IP address _____

Subnet mask _____

Gateway address _____

b. Use the front panel menu system to enter the IP address information.

7

DHCP/Static IP
> Static IP

8

Network IPv4
> IP Address

9

IP Address
xx_.xxx.xxx.xxx
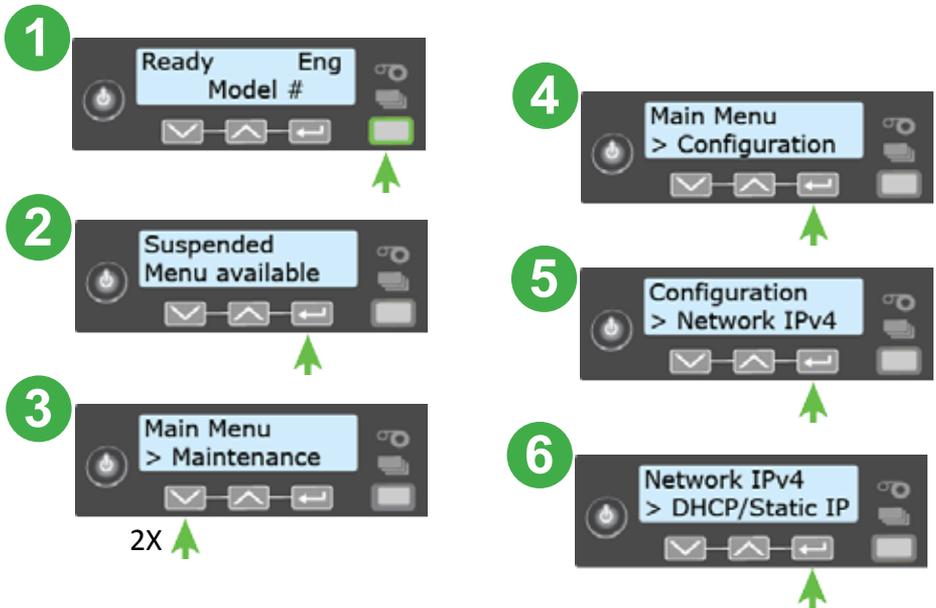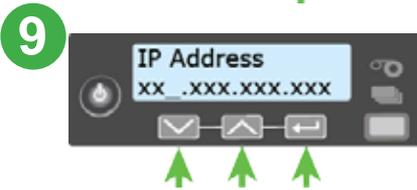
c. Follow the same process to enter the subnet mask and gateway address.

10

Network IPv4
> Subnet Mask

11

Network IPv4
>Gateway Addres

12

Network IPv4
> Apply
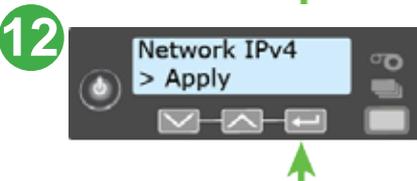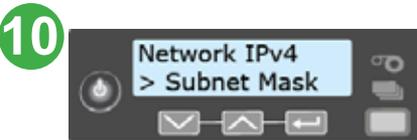
d. Refer to the printer's *Installation and Administrator's Guide* to configure the computer connection to the printer.

7. Print a Test Card (Optional)

Use the printer's LCD panel to print a test card:

1
Ready   Eng
    Model #

2
Suspended
Menu available

3
Main Menu
> Maintenance

4
Maintenance
> Cleaning Card

5
Maintenance
> Test Card

6
Test Card
> Start

7
Ready   Eng
    Model #
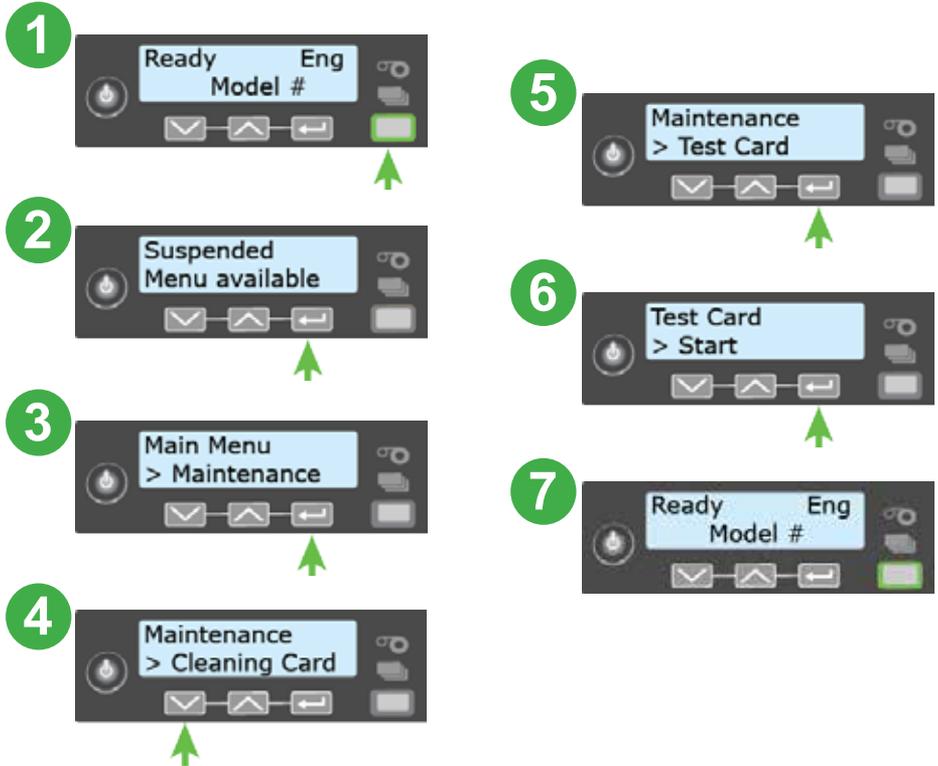
8. Next Steps

- Define the printer to CardWizard software. Refer to the *CardWizard and Card Printer Setup Guide* for information.

- Contact your system administrator to set up the rest of the system.

- Set up security, including network authorization to the printer.

- Refer to the printer's *Installation and Administrator's Guide* for detailed installation instructions.

Please complete a brief survey about your product installation experience at:

https://www.datacard.com/datacard-product-installation-report

Warning: This product contains chemicals, including lead, known to the State of California to cause cancer, and birth defects or other reproductive harm. *Wash hands after handling.*

For more information on this warning, refer to:
www.datacard.com/califpropwarning.

Notes

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