



Pad Staff Workstation

Model 895

PRERELEASE DOCUMENTATION

Site Planning Guide

3M Security Systems Division

3M Center, Building 225-4N-14

St. Paul, Minnesota 55144-1000

78-8126-xxxx-x Rev 1

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SAFETY INFORMATION




Read, understand, and follow all safety information contained in these instructions prior to installation and use of the 3M™ Pad Staff Workstation Model 895. Retain these instructions for future reference.



Intended Use:

The 3M™ Pad Staff Workstation Model 895 is intended for use in check-in/check-out of library materials. Library items that use optical bar-code technology can be converted to RFID technology using the 3M Pad Staff Workstation Model 895 in conjunction with a bar code scanner supplied by the customer.

Designed for use with a PC computer supplied by the customer, the Model 895 includes software packages that enable the user to perform the above functions using 3M™ D8 RFID tags.

The 3M Pad Staff Workstation Model 895 is intended for use in an indoor library environment. It has not been evaluated for other uses or locations.

 DANGER:	Indicates a potentially hazardous situation, which, if not avoided, will result in death or serious injury and/or property damage.
 WARNING:	Indicates a potentially hazardous situation, which, if not avoided, could result in death or serious injury and/or property damage.
 CAUTION:	Indicates a potentially hazardous situation, which, if not avoided, may result in minor or moderate injury and/or property damage.
CAUTION:	Indicates a potentially hazardous situation, which, if not avoided, may result in property damage.

	Attention: Read accompanying documentation
	Warning: Risk of Electric Shock

 **WARNING**

To reduce the risks associated with hazardous voltage contained within the power supply, which, if not avoided, could result in death or serious injury:

- Do not use the power supply if the case or cord are damaged;
- Do not use power supply in outdoor or wet environments;
- Do not attempt to service or repair the RFID circuitry or power supply — no user serviceable parts inside.

 **CAUTION**

To reduce the risks associated with repeated body movement, which, if not avoided, may result in minor or moderate injury:

- Operation of the RFID Pad may involve repeated body movements. To minimize possibility of Repetitive Stress Injury, avoid prolonged repetitive movements, rest when becoming fatigued and, when possible, alternate job functions with other people. Avoid awkward reaching for items.

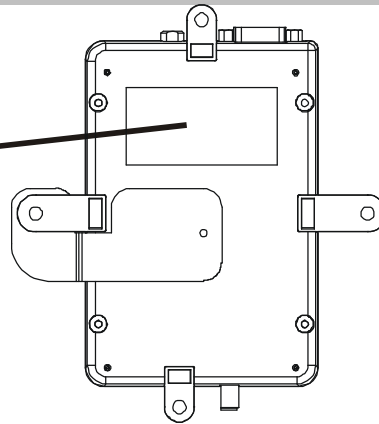
To reduce the risks associated with environmental contamination from circuit boards containing lead-bearing solder within the Model 895, which, if not avoided, may result in minor or moderate injury:

- At the end of service life, dispose of the Model 895 according to federal, state and local requirements.

Label Locations

Model 895
 12 VDC
 300 mA
 S/N: 895XXXX
 3M Security Systems
 St. Paul, Minnesota 55144

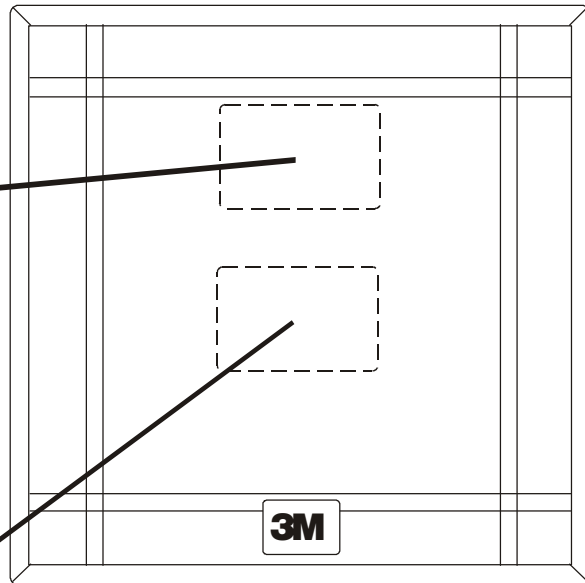
CE c **UL** US
 N1108



3M™ RFID Reader

Model 895
 12 VDC
 300 mA
 3.6 W
 S/N: 895XXXX
 3M Security Systems
 St. Paul, Minnesota 55144

CE c **UL** US
 LTE LISTED 4P24
 FCC ID: DGF-SSD895
 Canada: _____
 N1108
3M



3M™ Pad Staff Workstation

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:
 (1) This device may not cause harmful interference, and
 (2) This device must accept any interference received, including interference that may cause undesired operation.

This Class A digital apparatus also meets all requirements of the Canadian Interference-Causing Equipment Regulations.

Cet appareil numérique de la classe A respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

EMC, USA, and Canada Compliance

FCC Radio Frequency Rules and Regulations

This equipment has been tested and found to comply with the limits for a Class A device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can emit radiated radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

FCC Intentional Radiator Certification

FCC ID: DGF-SSD895

This equipment contains an intentional radiator approved by the FCC under the FCC ID number shown above. This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

NO MODIFICATIONS. Modifications to this device shall not be made without the written consent of The 3M Company. Unauthorized modifications may void the authority granted under Federal Communications Commission Rules permitting the operation of this device.

Industry Canada Radio Frequency Rules and Regulations

This Class A digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.

Cet appareil numérique de la classe A respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

CANADA: Pending

Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference received, including interference that may cause undesired operation of the device.

EMC Compliance Europe

This equipment complies with the requirements of the RTTE and EMC directives.

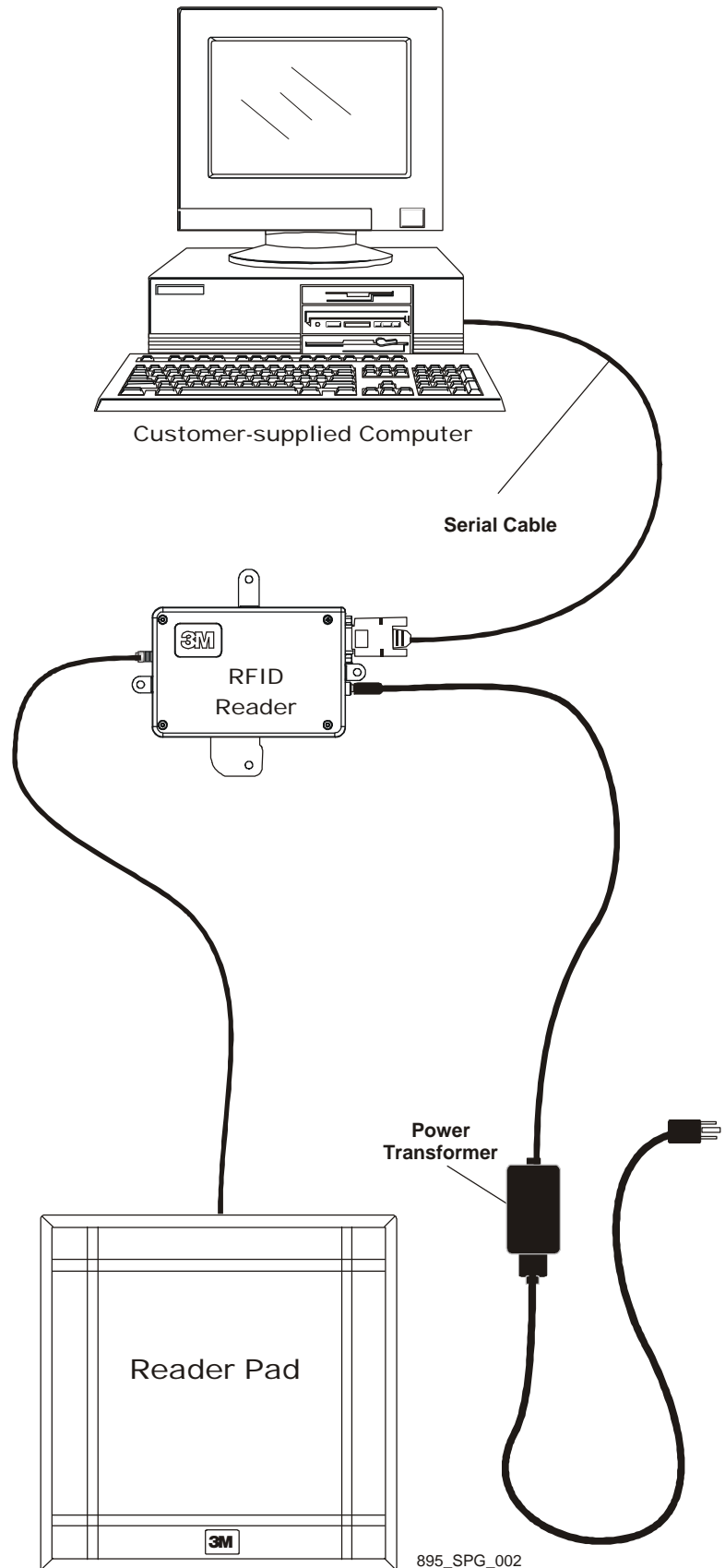
Section 1 - Overview

The 3M™ Pad Staff Workstation Model 895 is used with other equipment and software to read and/or program 3M™ RFID Tags.

Reader pad components

The reader pad includes the following components:

- 3M RFID Reader Pad
- 3M RFID Reader
- Serial cable - connects the RFID reader to a customer-supplied computer
- Power transformer /power cord



Equipment specifications

Reader pad

Dimensions	Length: 11.4 in. (28.9 cm) Width: 11.4 in. (28.9 cm) Height: 0.4 in. (1.0 cm)
Weight	32 oz. (.91 Kg)
Environmental	Typical ambient temperature range: 50°F to 104°F (10°C to 40°C) Humidity: 0% to 85% RH, non-condensing

Reader

Dimensions	Length: 5.6 in. (14.22 cm) Width: 5.0 in. (12.7 cm) Height: 1.0 in. (2.54 cm)
Weight	3.64 oz. (103.2 g)
Environmental	Typical ambient temperature range: 50°F to 104°F (10°C to 40°C) Humidity: 0% to 85% RH, non-condensing
Electrical	100-240 Vac, 47 to 63 Hz, 0.5 A

Cable lengths

Serial cable

- Each reader pad includes a standard 6.67-foot (2-meter) serial cable.
- If necessary, you can purchase standard serial cables up to 50 ft.
- **USB to serial adaptor** - if no serial ports are available, a USB-to-serial adaptor cable may be purchased and installed by your IT department.

Reader pad cable

The reader pad has a 6.67-foot (2-meter) cable.

- If necessary, 25-foot (7.62-meter) extension cables are available from 3M (with the total length not to exceed 50 ft. (15.25 meters)).

Power cables

AC power cord (from the power transformer to an AC power receptacle) 6.7 ft. (2 meter).

Power transformer cable (from the power transformer to the RFID Reader) 6.7 ft. (2 meter).

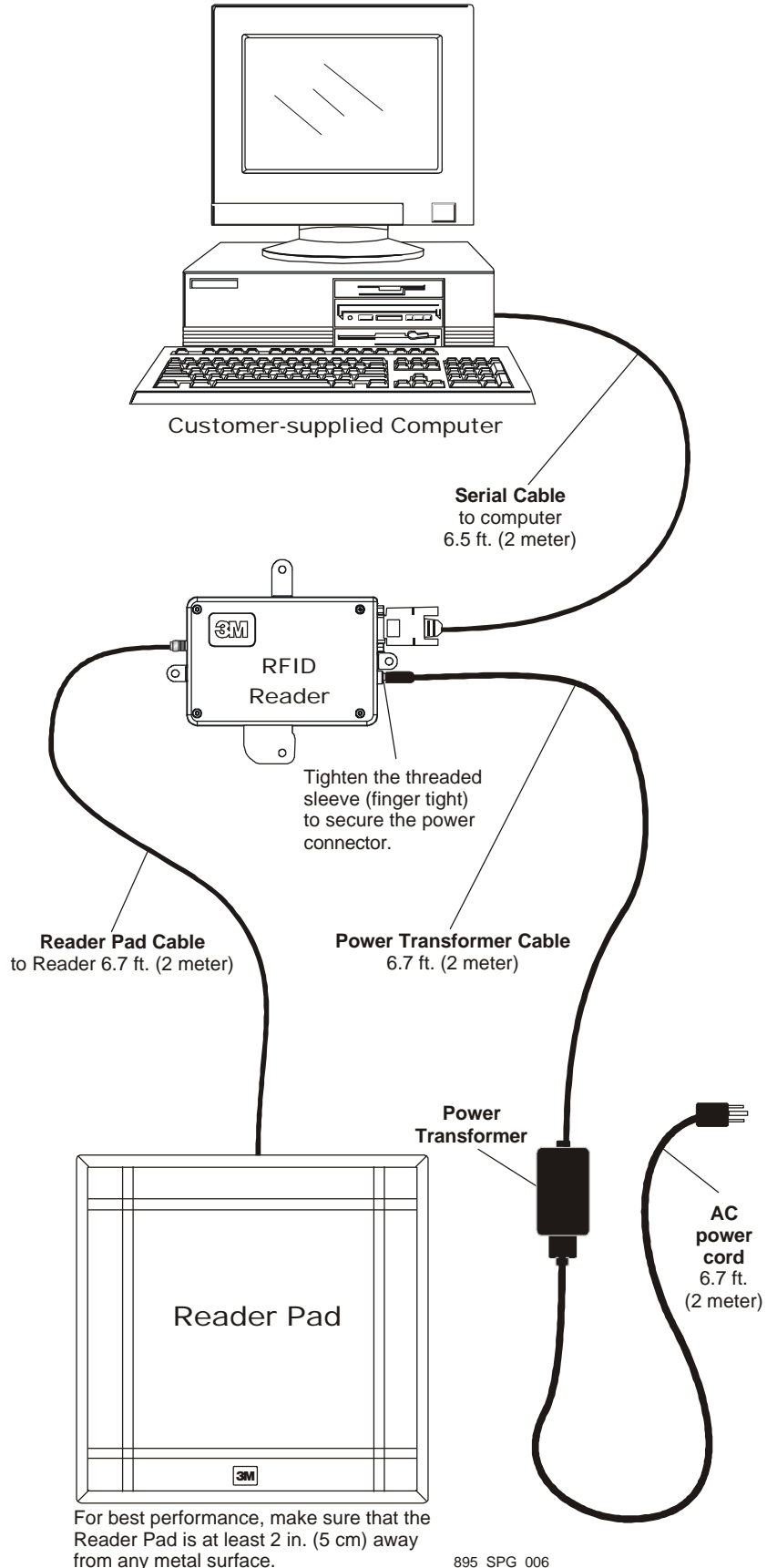
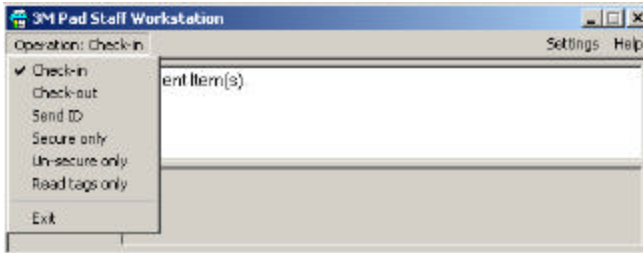


Figure 1: Cable lengths

Section 2 – Basic Operation

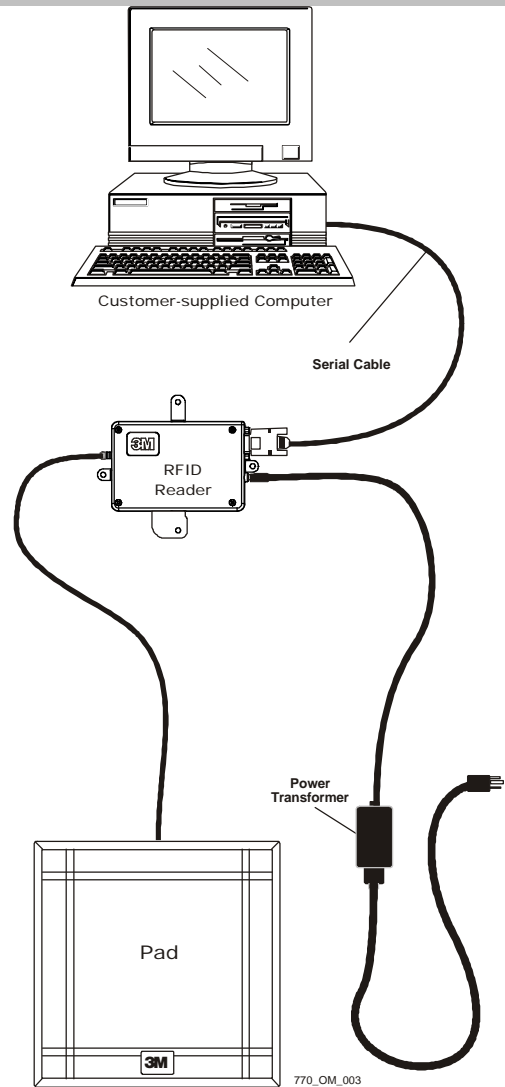
Pad Staff Workstation Software

The 3M™ Pad Staff Workstation software consolidates a number of library functions to enable staff to process items identified by 3M™ D8 RFID tags. The workstation reads item ID information from the tags and sends the information to the library circulation system. The Pad Staff Workstation software secures and un-secures tags as required.



The Pad Staff Workstation software can perform the following operations:

- **Check-In and Check-Out** Send IDs to circulation and secure or un-secure items.
- **Send ID** Send item identifiers read from tags to the library circulation system.
- **Secure/Un-Secure Only** Change the status of items security without sending IDs to the circulation system.
- **Read Tags Only** Read and display tag information.



3M™ Pad Staff Workstation Model 895

Section 3 - Care and maintenance

Cleaning the reader pad

The reader pad may need occasional cleaning.

- Gently rub the reader pad with a soft cloth dampened with a mild cleaning solution.
- DO NOT use any abrasive cleaners on the reader pad.
- DO NOT use any liquid cleaning solutions on the 3M™ RFID Reader.

Requesting service

Before you call

Before you call 3M Service, have the following information available:

- Have the reader pad connected with power applied and near the telephone.
- Write down the reader pad's serial number (located on the bottom of the reader pad).
- Be ready to describe the problem and any error messages in detail.

3M Service Phone Numbers

For any questions regarding the reader pad hardware, call one of the following telephone numbers.

In the United States

1-800-328-0067

In Canada

English 1-800-268-6235
Français 1-800-567-3193

In Other Countries

Call your local 3M office.