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| **IH-Reader 24 Start Up and Shut Down** | | | | | |
| **Purpose** | This procedure provides instructions for shut down and restart the IH-Reader 24 properly. | | | | |
| **Policy Statements** | * Microsoft recommends shutting down computers once a week for 5 minutes. This shutdown can be performed while doing other maintenance procedures. * Contact Bio-Rad Technical Support, if your instrument will be shut down long-term | | | | |
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| **Procedure** |  | | | | |
|  | **Step** | Action | | | |
| Starting the IH-Reader 24 System | 1 | The On/Off switch is on the back left side of the instrument. Switch to the “I” position. | | | |
|  | 2 | Turn on the PC power | | | |
|  | 3 | IH-Com Connector and IH-Com Communicator will automatically start. Wait until the IH-Com Communicator is active before proceeding.  If the IH-Com Communicator is not running proceed as follows:    Click on the IH-Com Communicator on the desktop or icon in the quick launch toolbar. | | | |
|  | 4 | Open IH-Com Client by double clicking on the desktop icon.     1. Login by selection “Program” from the menu bar and then “User Login” 2. Enter User ID and Password | | | |
|  | 5 | Select the IH-Reader 24 tab in IH-Com Client. | | | |
|  | 6 | Initialize the IH-Reader 24 by selecting the “Stop/Initialize/Open lid” button. The state will be displayed in the upper right of the screen. The IH-Reader 24 requires a 30 minute warm-up time for the lamp. | | | |
|  | 7 | Once the initialization is completed, the status will change to “Ready”. | | | |
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|  | **Step** | Action | | | |
| Shutting down the IH-Reader 24 System | 1 | Select the IH-Reader 24 tab on IH-Com Client. | | | |
|  | 2 | Stop the connection by selection the “Switch off” button under the IH-Reader 24 tab in the IH-Com Client software. | | | |
|  | 3 | Exit IH-Com client by clicking the ‘X’ in the top right corner of the window or by selection ‘Program’ from the menu bar and then ‘Quit’. Wait until IH-Com Client closes before moving to the next step | | | |
|  | 4 | Exit the IH-Com Communicator by selection the icon on the bottom toolbar or double clicking the IH-Com Communicator icon on the desktop.   1. Select ‘Program from the menu bar and then ‘Close’ 2. Wait until the IH-Com Communicator closes before moving on to the next step. | | | |
|  | 5 | Shutdown the computer by selecting the ‘Start’ button. Select ‘Shutdown’. | | | |
|  | 6 | The On/Off switch is on the back left side of the instrument. Switch to the “O” position | | | |
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| **References** | 1. IH-Reader 24 User Manual V1.0-06/2018, Chapter 3, Sections 3.1 and 3.2 2. IH-Com User Manual NA V1.2-02/2021, Chapter C, Sections 2 and 3 3. Microsoft, (n.d.) Optimize Windows for Better Performance, Restart Regularly, <http://windows.microsoft.com> | | | | |
| **Approval**  **Workflow** | Transfusion Service/Lab Director | | | | |
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| **Historical Record** | **Version** | | **Written/Revised by:** | **Effective Date:** | **Summary of Revisions** |
| 1 | | S. Cassidy | 02/17/2023 | Initial Version |