**Purpose:**

This procedure describes the operation and maintenance of the Scout Pro digital scale. The Scout Pro Digital Balance allows weights to be measured up to 2000gm.

**Procedure:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Step** | **Action** | | | **Related Documents** |
| **Procedure A: Calibration Performed Quarterly** | | | |  |
| **1** | * Start with balance off. * Press the ON/ZERO key for 5 seconds.   + MENU is displayed and then CAL.     - Press ON/ZERO once for 1 second to accept CAL.       * The C will flash setting its internal calibration to zero.       * Then a preset weight will appear for you to match with a standardized weight for calibration purposes. | | |  |
| **2** | * + - * + After the weight is accepted, remove the weight and the scale returns to zero, ready for use. | | |  |
| **Procedure B: Operation** | | | |  |
|  | **Keys** | | **Functions/Action** |  |
| **1** | * **ON/ZERO *Off* Key** | | * Primary Function: key turns on balance. If balance is on, this zeros the display. |  |
| * Secondary Function: key turns balance off after being held for 3 seconds. |  |
| * Menu Function: An extended pressing of this key (>5 seconds) during power up will cause the balance to enter Menu Mode. A short press is used to accept a setting on a display. |  |
| **2** | * **Print Unit Key** | | * Press and hold scrolls through different units of measure. Release key to select. |  |
|  | **Action** | | | **Related Documents** |
| **Procedure C: Maintenance** | | | |  |
| **1** | | * Cleaning only needs to be done as necessary. | |  |
| **2** | | * Moisten a cloth with water or mild detergent and clean housing and platform. | |  |
| **3** | | * Check under the platform for possible debris. | |  |

**References:**

Standards for Blood Banks and Transfusion Services, Current Edition: American Association of Blood Banks. AABB Press, Bethesda, MD.

Scout Pro Digital Balance Operating Instructions