

## REOPENING CHECKLIST

In preparation for center reopening, QubicaAMF has collected the most up-to-date best practices and techniques to assist centers in the successful restart of their equipment. In a situation where a centre has been closed for an extended period of time, it is important to follow the correct steps in powering on the hardware and equipment, to avoid potential challenges and ensure smooth transition. Please note that this document does not reflect any specific recommendations regarding processes or policies of centre specific equipment. The user shall observe safe and lawful practices including, but not limited to, those outlined in maintenance manuals and other documentation.

### GENERAL NOTES

- ⚠ Your center's HVAC/environment control system should be kept running at the specified temperature and humidity conditions for the lanes and the foundation to stay in a stable condition. See [recommendations](#). Any sudden temperature or humidity changes can cause issues with various components of the center.
- ⚠ If the center has been kept at an abnormal temperature and humidity condition (much higher or lower temperature than normal) for the duration of the closure, the climate control should be reactivated and maintained at optimal condition for at least 2 days before turning on the equipment.
- ⚠ It is recommended to perform the re-start and verification of the electronic equipment a minimum of 2 – 3 days prior to opening to allow enough time to troubleshoot and address any problems which might surface during the restart.
- ⚠ BEFORE powering on any electronic system (scoring components, pinspotter chassis, computers, etc.) inspect for any condensation on the units as a result of the environmental changes while the building was not occupied.  
WARNING: If there is condensation present, DO NOT restore power until the units are completely dry and the climate (temperature and humidity) in the building has been stabilized.
  - Complete stabilisation could take approximately 1 – 2 days but should NOT be less than 4 hours.
  - Re-inspect all units with condensation after stabilising the building's environment BEFORE proceeding with powering on any electronic devices or turning on circuit breakers.
  - When equipment is operating, there is a small amount of internal heat generated which helps control the humidity inside the equipment, which prevents moisture from forming on internal surfaces/components.
  - Moisture on internal surfaces and components could lead to damage or failure when restarted.
- ⚠ DO NOT turn on all lanes at the same time.
  - ☐ Turn on 1 pair at a time and verify everything is functioning properly before proceeding to the next pair.
  - ☐ Test 2 frames on each lane.

### COMPUTERS/TECHNICAL

- ☐ Turn on all network switches, Fortinet wireless access points, internet gateway and internet router, or equivalent internet device.
- ☐ Turn on the Conqueror Server, or Frontdesk I/Terminal I, if you do not have a separate server.  
A backup / Daily Tasks will likely run making the Conqueror Services ("Q" in the system tray) red. Please wait for this to complete ("Q" turns green) before proceeding.
  - ☐ Run any windows updates not previously done while closed.
    - **Start>Settings>Update & Security>Windows Update**
    - Reboot if necessary. Please note: This process can take time, depending on the size of the update so plan accordingly.
- ☐ Turn on all remaining Conqueror terminals and POS workstations.
  - ☐ Run any windows updates not previously done while closed.
    - **Start>Settings>Update & Security>Windows Update**

- Reboot if necessary. Please note: This process can take time, depending on the size of the update so plan accordingly.
- ☐ Turn on the scoring system lane control box (4HD, 5HD-HUB, 3QT, RDB or VDB) from the electric panel circuit breakers (one pair at a time).
- ☐ Turn on overhead monitors from the electric panel circuit breakers.
- ☐ Turn on all LCD monitors from the Conqueror Front Desk, if they are controlled by the scoring system (All Lanes>Special Function>TV).

## LANES

- ☐ Perform lanes cleaning (if not already done regularly before).
- ☐ Clean gutters.
- ☐ Run lane machine in clean mode only 2 times before used in combo (cleaning and oiling).
- ☐ Clean approach.

## PINSPOTTER AND BALL RETURN SYSTEM CHECK

- ☐ Make sure the proper pinspotter and ball return maintenance and cleaning has been performed as per maintenance instruction manual (refer to the Front Ball Return check & Pinspotter system check section for more detailed information about QubicaAMF electro-mechanical equipment).
- ☐ Power on the pinspotter chassis and ball return breaker.
- ☐ Check scoring ball detector clean them with a dry cloth or with a soft brush and make sure they are properly aligned.

### ***Front Ball Return Check (Harmony, Options, Profile, etc.)***

- ☐ Make sure all the basic maintenance as per Ball Return Maintenance Manual has been completed.
- ☐ Clean the ball tracks, and V-Wheels.
- ☐ Clean Ball entry and Hand Intrusion detector sensors (if present).
- ☐ Run the unit in mechanics mode for at least 5 minutes.
- ☐ Put the machine in standby mode to allow it to accept a few balls thrown down the lane to test the system. Pay attention to any dirt carried along with the balls and clean the balls as needed.

### ***Pinspotter system check Frefall Pinspotter (90 XLi, 82-90 XL, 82-70, etc.)***

- ☐ Make sure all the basic maintenance as per Pinspotter Maintenance Manual has been completed.
- ☐ Clean the pinspotter.
- ☐ Clean Lane Ball detector sensors (if present).
- ☐ Run the backend only for at least 30 minutes.
- ☐ Run the machine in continuous cycle for 2 – 4 hours and check all the adjustments, in particular, pay attention to the distributor clutch and spotting cusps adjustment.

### ***String Pinspotter (TMS or EDGE String)***

- ☐ Make sure all the basic maintenance as per Pinspotter Maintenance Manual has been completed.
- ☐ Clean the pinspotter.
- ☐ Check string adjust.
- ☐ Clean Lane Ball detector sensors (if present).
- ☐ For EDGE String clean the chain lift ball sensor using a soft dusting brush.
- ☐ Run the pinspotter on continuous cycle for 30 minutes to 1 hour.

## To schedule an appointment with Tech Support for reopening contact:

Tech Support: 01442 286503, or email [techsupport@qubicaamf.com](mailto:techsupport@qubicaamf.com) or [techsupportuk@qubicaamf.com](mailto:techsupportuk@qubicaamf.com)