

## **Download and Install Guide for the Metrologic Optimus S Physical Inventory Scanner (PDT)**

**Operating Systems: Microsoft® Windows® 2000/XP/Vista/Windows 7**

**QuickBooks Point of Sale Versions 4.0/5.0/6.0/7.0/8.0/9.0**

**NOTE:** Please make sure you have the latest updates for Point of Sale. (If needed select

**Update QBPOS** from the **File** menu.)

### **Windows 2000**

#### ***To download and install the drivers:***

1. Download the file **Metrologic Optimus S** to your desktop.
2. Once downloaded, double-click the file on your desktop. The driver files will be automatically extracted to the following location: **C:\Drivers\Metrologic Physical Inventory Scanner**. Select **Unzip** to create the directory. Then select **OK** and **Close** on the WinZip® Self-Extractor message.
3. Plug the Metrologic cradle into a power source. Power the scanner on and insert the scanner into the cradle. Ensure the scanner has a charged battery. (Note: the scanner requires a Li-ion battery. The scanner will display the battery status when inserted into the cradle. Charge the battery by leaving the scanner inserted in the cradle with the cradle plugged into a power source. )
4. Plug the Scanner's cradle's USB cable into a USB port on your computer.
5. The **Windows Found New Hardware Wizard** will launch.
  - a. Select **Search for a suitable driver for my device (recommended)** and select **Next**.
  - b. Select **Specify a location** and select **Next**.
  - c. The next window will ask you to select a folder. Select **C:\Drivers\Metrologic Physical Inventory Scanner** and select **OK**.
  - d. Select **Next** to install the driver.
  - e. If you receive a hardware installation warning, click **Continue Anyway**.
  - f. When the software installation completes, click **Finish**.
  - g. **Repeat steps a to f** to install the second set of required drivers.

### **Windows XP**

#### ***To download and install the drivers:***

1. Download the file **Metrologic Optimus S** to your desktop.
2. Once downloaded, double-click the file on your desktop. The driver files will be automatically extracted to the following location: **C:\Drivers\Metrologic Physical Inventory Scanner**. Select **Unzip** to create the directory. Then select **OK** and **Close** on the WinZip® Self-Extractor message.
3. Plug the Metrologic cradle into a power source. Power the scanner on and insert the scanner into the cradle. Ensure the scanner has a charged battery. (Note: the scanner requires a Li-ion battery. The scanner will display the battery status when inserted into the cradle. Charge the battery by leaving the scanner inserted in the cradle with the cradle plugged into a power source. )
4. Plug the Scanner's cradle's USB cable into a USB port on your computer.
5. The **Windows Found New Hardware Wizard** will launch.

- a. If you are prompted to connect to Windows Update, select **No, not at this time** and then click **Next**.
- b. Select **Install from a List or Specific location** and **Browse**.
- c. A pop-up window will appear asking to you to select a folder that contains the drivers. Select the folder to where you downloaded the drivers (the default download location is **C:\Drivers\Metrologic Physical inventory scanner**).
- d. If you receive a hardware installation warning, click **Continue Anyway**.
- e. When the software has finished installing, click **Finish**.
- f. **Repeat steps a to e** to install the second set of required drivers.

### **Windows Vista and Windows 7**

#### ***To download and install the drivers:***

1. Download the file **Metrologic Optimus S** to your desktop.
2. Once downloaded, double-click the file on your desktop. The driver files will be automatically extracted to the following location: **C:\Drivers\Metrologic Physical Inventory Scanner**. Select **Unzip** to create the directory. Then select **OK** and then **Close** on the WinZip® Self-Extractor message.
3. Plug the scanner's cradle into a power source. **Power the scanner on** and **insert the scanner into the cradle**. Ensure the scanner has a **charged battery**. (Note: the scanner requires a Li-ion battery. The scanner will display the battery status when inserted into the cradle. Charge the battery by leaving the scanner inserted in the cradle with the cradle plugged into a power source.)
4. **Plug the cradle's USB cable** into a USB Port on your computer.
5. The Windows Found New Hardware Wizard will launch.
  - a. Select **Locate and install driver software (recommended)**.
  - b. If you see a User Account Control Message, click **Continue**.
  - c. You will see a screen that says to insert the CD that came with your device. Select **I don't have the disc. Show me other options**.
  - d. Select **Browse my computer for driver software (advanced)**.
  - e. The next window will ask you to select a folder that contains the drivers. Browse to and select **C:\Drivers\CipherLab Physical Inventory Scanner** and click **OK**.
  - f. Click **Next** to install the software.
  - g. If you see a Windows Security warning message, select **Install this driver software anyway**.
  - h. When Windows has finished installing the driver software, click **Close**.
  - i. **Repeat steps a to h** to install the second set of required drivers.

#### ***Configure Windows COM Port Settings:***

Both Point of Sale and your Windows operating system must be configured so that they will reflect the same COM port (communications port) setting for the Portable Data Terminal (PDT). By default, Point of Sale will assign COM port 6 to your PDT. However, Windows will not necessarily make this same assignment.

1. Access the **Windows Device Manager**.

- a. On the Windows desktop, right-click on **My Computer** and select **Properties**.
- b. Choose the **Hardware** tab and then click **Device Manager**.
2. Double-click **Ports (COM & LPT)**.
3. Double-click the entry for your PDT.
4. Click the **Port Settings** tab.
5. Click **Advanced**.
6. Select **COM6** in the **COM Port Number** field. (If this port is not available, see the following note.)
7. Click **OK**.

**Note:** If COM Port 6 is in use by another device, an unused COM Port should be selected. In such cases, you will need to change the port setting in Point of Sale to match, as described below.

***Configure Point of Sale for your PDT unit:***

1. Start Point of Sale.
2. From the **Edit** menu, choose **Preferences** and then select **Workstation**.
3. Click **Portable Data Terminal (Physical Inventory Scanner** in Versions 6.0 and 7.0) in the preferences list.
4. Select **Metrologic Optimus S** in the **Portable Data Terminal** or **Physical Inventory Scanner** field.
5. Select the COM Port number that matches the COM Port you assigned in Windows.
6. Click **Save**.

***Your Physical Inventory Scanner (PDT) is ready to use with Point of Sale!***