



# ENVOY<sup>®</sup>

BINGO CONSOLE



## OPERATOR'S MANUAL



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# INTRODUCTION

This manual assists you in unpacking and installing the Capitol Envoy system, summarizes the features of the bingo console, gives you a quick tour and guides you through the operation of your console.

## GETTING STARTED

Carefully manufactured, the sleek and rugged design of the Capitol Envoy bingo console was designed to ensure quality. The Envoy bingo console is a single cabinet containing both the computer and the blower. The Console weighs 200 pounds.

## UNPACKING THE CONSOLE

- Inspect the shipping containers for possible signs of damage. If the damage is detected, refer to the Damage Action Process section (1.3) for procedures.
- Use scissors or box cutter to cut the straps from the pallet only, taking care not to cut the straps protecting the console. With the help of at least one assistant, carefully slide the console from the pallet and place it on solid flooring. Cut the remaining four straps from the console and remove the cardboard top.
- Remove the foam packing inserts from inside the top and slide the cardboard tube up and off the console. A minimum of two people is required to unpack the console safely. Lift the console only by its top. Position one person on, each end of the console, raise the console up out from the carton and foam inserts. Check that all casters are in place. Do not destroy or discard carton or packing material until after final inspection and testing.
- At this point, you should inspect the console for any obvious shipping damage. If problems are detected, immediately contact your distributor for advice and refer to the Damage Action Process section (1.3) for procedures.

### **The Capitol Envoy bingo console includes:**

**(1) 10" Tablet Computer**

**(1) Tablet Stand with 4 wood screws and 2 keys for the security cable**

**(1) Set of Bingo Balls**

**(4) Keys for cabinet doors**

**(1) Power Cord**

## SERVICE CONTACT

For Service information or technical assistance, contact the **Technical Assistance Center 1-800-277-6214**

## DAMAGE ACTION PROCESS

Your Console contains delicate electronic equipment. It is imperative that you thoroughly inspect the contents of each package before accepting product delivery from the carrier.

In case of severe damage, refuse the equipment from the carrier. Contact your distributor for immediate replacement. In case of damage, make a note on the bill of lading before accepting, take a photo of the damage, and keep the packaging to aid in recovering the amount of claim against the carrier.

If the product is damaged but acceptable, take a photo before and after unpacking as a record of the damage and contact the carrier's agent immediately for inspection. Be sure to obtain a copy of the inspection report for your records.

### NOTE:

**We cannot assist you in recovering the amount of the claim against the carrier if precautions are not taken.**

## TOOLS

A Phillips screwdriver is required for the install.

## CONSOLE INSTALLATION

**Provide a clean power source of 115-120VAC, 15A or better, with third wire earth ground for the Console.**

Position the tablet stand with one of the two sets of pre-drilled holes. The console supports mounting the computer in the center or on the left side of the console top. The pre-routed cables work with either mounting location. Use the 4 wood screws to fasten the stand to the venue's preference.



For the best anti-static operation of your console, use only Premium multi-colored and double numbered Tru-max Bingo balls. First, open the set of bingo balls and inspect each ball for damage. Next, insert each ball into its corresponding hole on the ball tray to ensure the set is complete. Please contact your distributor for any bingo ball replacement.

Traditional bingo console outputs to drive composite video monitors and flashboards are located inside the cabinet, on the right side of the Console. If additional system wiring requires special switches or converters, contact your distributor for assistance.

# CONSOLE ELECTRONIC DEVICES

Primary AC power is brought into the cabinet with an ON/OFF switch with a circuit breaker. Plug the provided power cord into the right side of the console.

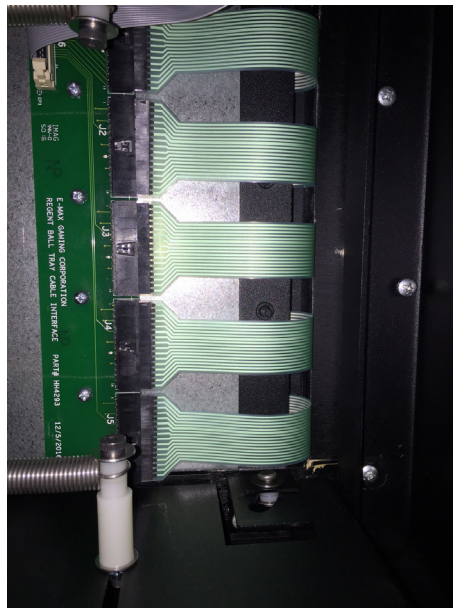
**CAUTION!** A power source with abnormal voltage or excessive noise can result in improper console operation and possible damage not covered under warranty.

A protective metal cover inhibits access to the AC wiring inside the electronic area. **DO NOT** remove this cover unless the power cord is disconnected.

The tablet's operation is protected by its internal battery. In the instance of a power failure, the tablet will continue to run. A charge of the internal battery occurs when the console has AC power, and the switch is in the ON position. The console's hardware incorporates a UL supply for powering the tablet.

The Data Router III's thumb screw fasteners are easily removed to enable access to the console's cabling.

The Cable Adapter Board is a small PCB that maps the 5 rows into 1 cable. The DR III scans the ball tray switch matrix and reports any switch depressions to the Gaming computer.



## BASIC CONTROLS

The Console top side controls are all within an easy reach for the operator.

The ball extraction tube contains a traditional ball stop mechanism.

The ball tray matrix has an individual keypad for each of the 5 rows. The new keypads have integrated switches. Once a switch has been depressed, further depressions of that switch are ignored until the start of the next game.

The tablet stand provides a secure mount for the touch computer. It tilts up, down, left or right. A security cable is looped through the metal frame to provide a tie between the stand and the console.

The blower switch has 3 positions. High is for game play; Mix is for moving the balls in the chamber before or during a game; Off is for dumping the balls from the tray back into the main chamber.



An ergonomic adjustable handle drops and angles the ball tray.



Rotate handle clockwise to return the balls to the blower chamber. Rotate handle counter clockwise to return the tray to the gaming position.

Adjust the angle of the handle to the preference of the caller. Pressing in on the center while pulling out on the handle, enables the angle to be changed.

Springs under the ball tray assist with smooth movement.

The Ball Chamber LED lighting is on whenever power is present, and the main switch is in the ON position.

An optional high-resolution analog camera is mounted to a movable ball holding mechanism. Numbered on opposing sides the bingo balls allow for easy adjustment of the image on the monitors. The easily replaceable camera plugs into a conveniently located video port. The camera ground plug must be connected to the Console to ensure protection from ESD (electrostatic discharges) from the operator.

## POWERING UP THE CONSOLE

1. Press the main power switch for the console to the **ON** position. The switch is located on the side right of the unit.

**NOTE: THE MAIN POWER MUST BE ON BEFORE POWERING UP THE CONSOLE TABLET.**

2. Press the **ON** switch for the tablet computer.

3. Rotate the ball tray handle clockwise to release the bingo balls into the blower chamber. Rotate the ball tray handle counter clockwise to return the ball tray to the play position.

4. Press the **Blower Motor Switch** to the **Mix** position this will move/mix the balls in the blower chamber.

5. Select the session or game from the computer's screen as described in the operating sections.

**NOTE: Preserve the tablet battery life by properly turning off the Gaming Computer from the table. DO NOT SHUT DOWN THE TABLET BY PRESSING THE MAIN ON/OFF SWITCH ON THE ENVOY CONSOLE without exiting the application this will degrade the life of the tablet battery.**

## FLASHBOARD, VIDEO, and AUDIO INSTALLATION

The Console supports a wide variety of video and flashboard systems. Each installation is unique to your hall environment. Please refer to the Bingo Console Installation Manual which describes how video, audio and flashboard systems interface to consoles. Your distributor or factory representative should be consulted and assist with these installations.

The caller screen image is available for duplication on an external TV or monitor. It is supported by a standard HDMI connection in the electronics area. (It is not supplied through the Data Router III.) The live ball image from the analog camera is routed through the Ball output on the Data Router III.



# SOFTWARE

## Before Starting

Your Envoy system should be delivered “ready to go.” Simply power it up, and the Envoy software should start shortly. The Envoy software is protected by copyright laws and treaties, and is designed and licensed to run on the provided tablet only, which, in turn, is designed to run the Envoy software only. Attempting to run other software on the Envoy tablet may result in damage to the software or data. Unauthorized attempts to copy and run the Envoy software on another computer, aside from being unlawful, will not work. If your tablet computer needs to be repaired or replaced, please see the section below entitled “How To Obtain Service.”

## Basic Setup

The Envoy software requires minimal setup. It has already been pre-loaded with sample Schedule, Game, and Pattern definitions, which you may use as they are, modify as needed, or replace with your own. More detailed instructions for doing so are provided below.

## Main Menu Screen

The Main Menu screen should start shortly after the tablet is powered up, and should look approximately as follows:



Please note the following features on this screen:

The version number, and current date/time appear on the top.

If a regular Schedule is active, this will be noted on this screen.

**Play Bingo** will resume the currently active Schedule, if there is one; otherwise, it will start a new Schedule.

**Deactivate** will end a currently active Schedule. If there is no current Schedule, it will be greyed out.

**Edit Schedules** allows for the creation or editing of schedules and games. It is greyed out if there is a currently active Schedule.

**Edit Patterns** likewise allows for the creation or editing of patterns. It is greyed out if there is a currently active Schedule.

**Settings/Admin** allows for the updating of a variety of settings and administrative functions.

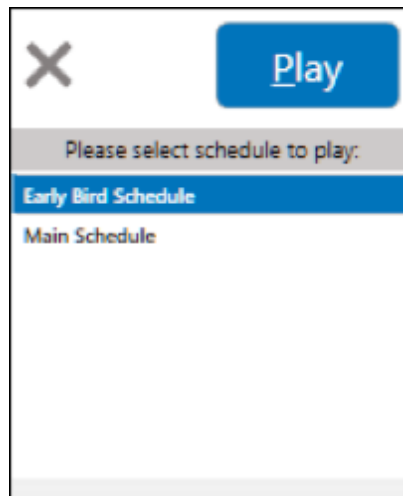
**Reports** allows for the generation of reports.

**Quick Play** allows for a quick Bingo game to be played outside of the regular active Schedule, if any. Please see below.

**Exit** will exit the system and prompt for a shutdown of the tablet.

## Starting a New Bingo Schedule

From the Main Menu, press the **PLAY** button to begin bingo game. If no schedule is currently active, you will see a list of all available Schedules similar to the following.



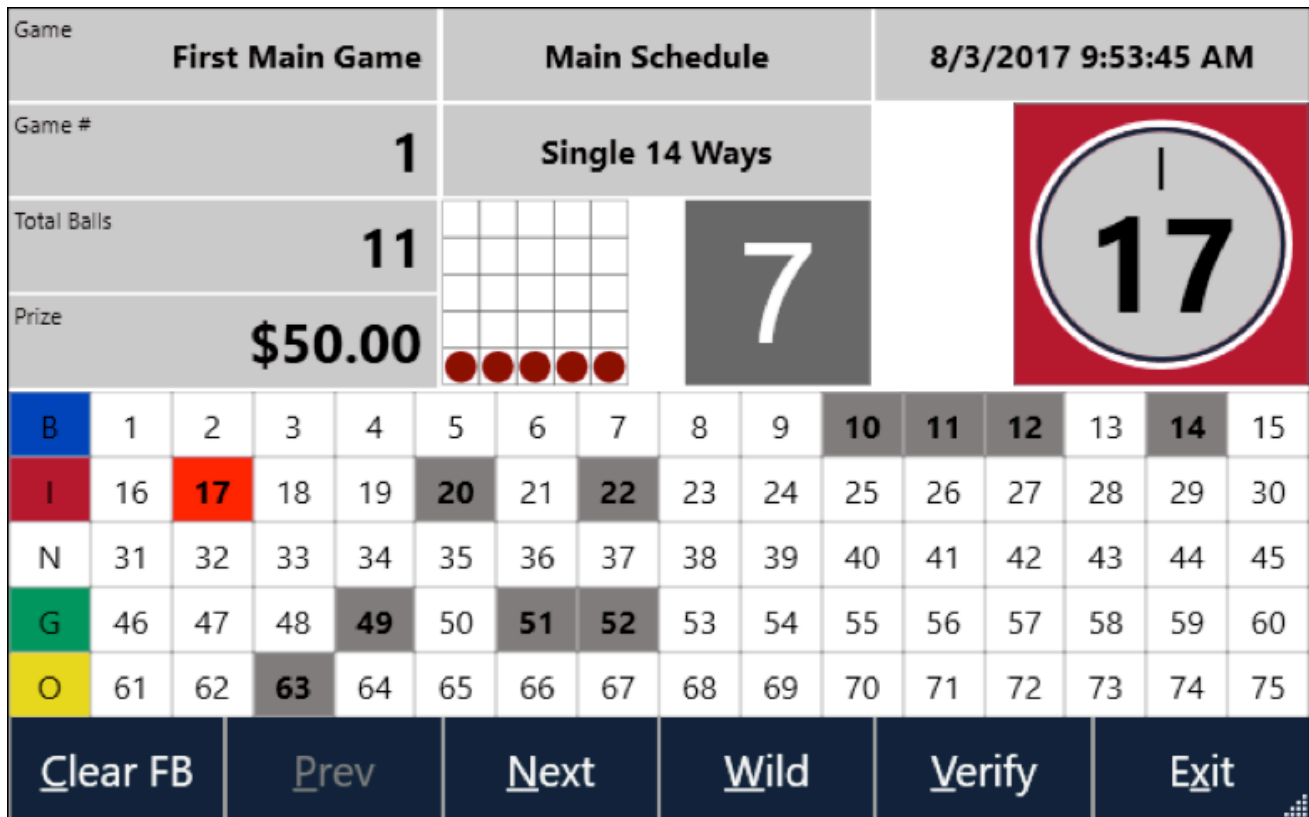
Select a schedule, press **PLAY**, and the main game play form will appear. *Please refer to "Playing the Bingo Game" on page 11 of this manual.*

## Resuming an Active Schedule

If a schedule is already active, the Main Menu will indicate this (see "Main Menu Screen" above). Press the **PLAY** button and the schedule will resume.

## Playing the Bingo Game

When a Bingo game is being actively played, the screen will resemble the following.



Please note the following features.

- Game Name
- Game Number
- Total Balls (number of balls called)
- Prize
- Schedule Name (at center top of screen)
- Pattern Name (under Schedule Name)
- Rotating pattern display
- Countdown Timer (next to pattern display; will reset after each ball call; countdown time can configured in Settings)
- Date and Time
- Graphic depicting last ball called. This will be the correct color based on the number of the ball called.
- Flashboard Display
- Button Bar (may or may not include Verification depending on your license)

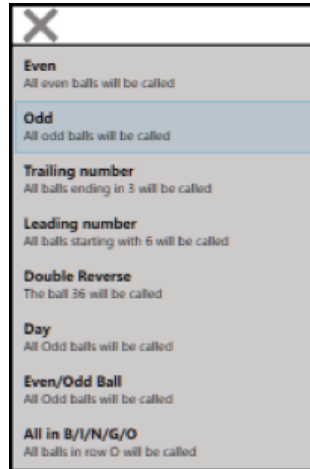
Calling a ball is accomplished by placing the next available ball from the blower and pressing it firmly into the matching hole in the ball tray. However, it is also possible to call or un-call balls by pressing on the appropriate ball on the tablet Flashboard display. Balls called on the Ball Tray or Envoy Gaming tablet will display on the external Flashboard if one is connected, along with the rotating pattern display, the last number called and prize amount.

The **Clear FB** button will clear all ball calls. *Please use with caution as this cannot be undone.*

The **Prev** and **Next** buttons move to the previous or next game defined within the Schedule. The button greys out if no previous or next game is available. Each game saves an individual ball call list when moving between games, even if the console malfunctions and is turned off and restarted.

The "Wild" button can be used to call multiple balls at the same time, which is especially useful for Coverall and other complex patterns. The available Wild Ball choices will vary depending on which balls are already called.

*(the screen will display like photo to right)*



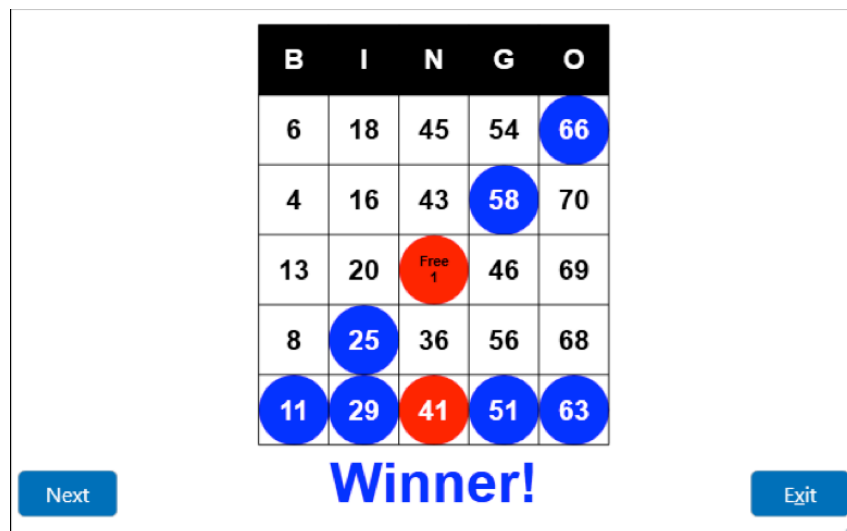
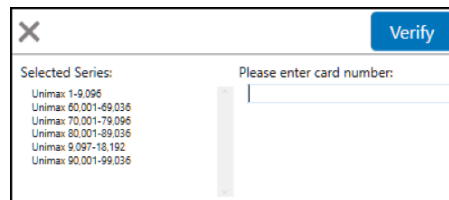
If your software is licensed to include Verification, a **VERIFY** button will appear. See the section below entitled "Verification" for more details.

The **EXIT** button will return to the main menu. Exiting this screen does not deactivate the Schedule, and one may return to the current Schedule at any time before deactivation.

### Verification

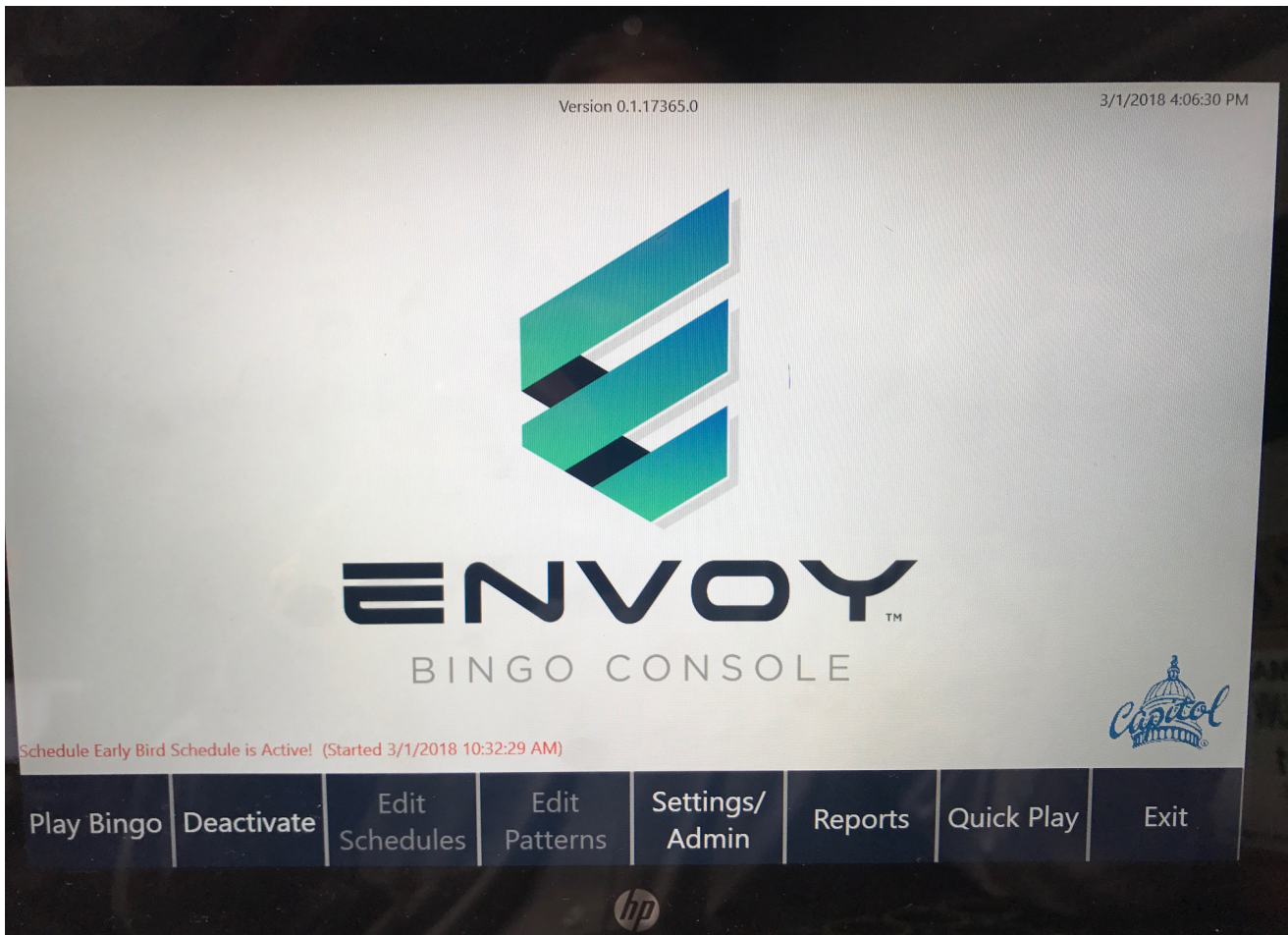
A button appears on the main game play screen if your software is licensed to perform Verification, as shown below entitled Verify. Press the **VERIFY** button to bring up the first screen shown below. Enter a valid Card Number, and click **VERIFY**. A bingo card display shows either the winning way(s) if it is a Winner, or all valid daubs if it is not.

The list of available Series for verification is configurable *(see image right)*, and should match the paper series actually sold in your hall.

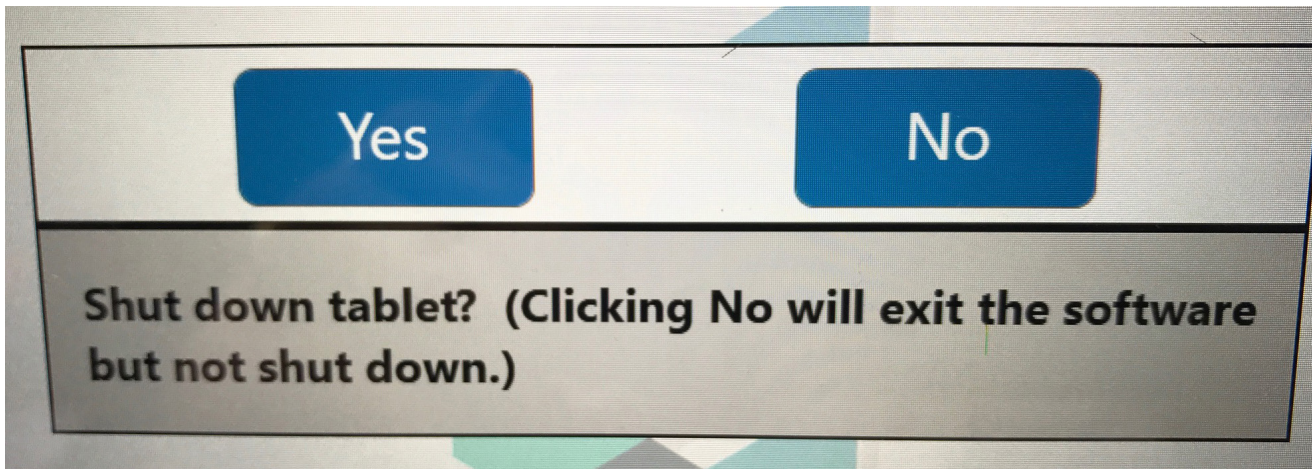


## Powering Down the Tablet

After exiting the last bingo game, the caller needs to select **EXIT** from the Main Menu.



The caller needs to select Yes (to shutdown the tablet) from the prompt.



## Quick Game

To start a quick game at any time by going to the Main Menu and pressing **QUICK GAME**. Select or change the Pattern and Prize as needed, and press **PLAY**. The game play screen displays: game name, pattern and schedule name.

Game	Quick Game		Quick Game		8/15/2017 8:49:48 AM												
Game #	1		6 Pack Hardway														
Total Balls	4																
Prize	\$25.00																
B	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
I	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
N	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45		
G	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60		
O	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75		
Clear FB			Prev			Next			Wild			Verify			Exit		

×
Play

**Select Game Pattern:**

6 Pack Hardway ▾

**Enter Game Prize:**

0

## Creating/Editing a Game

A Schedule is simply a list of one or more games. Each game contains a pattern, a prize, and a game number.

It is strongly recommended to perform a database backup before attempting to add, edit, or delete Schedules, Games, or Patterns so that the previous system state can be easily restored from the backup. Please see the "Backup Database" section below.

To create, edit or delete a Schedule and/or a Game, finish and deactivate any currently active Schedule, go to the Main Menu, and press **Edit Schedules**. The following screen appears:

Name	Seq	Pattern	Game #	Prize	Cont Prev
First Warm-Up Game	1	Standard 12 Ways	1	\$5.00	False
Second Warm-Up Game	2	Double 12 Ways	2	\$10.00	False
Third Warm-Up Game	3	Triple 12 Ways	3	\$15.00	False
Fourth Warm-Up Game	4	Coverall	4	\$20.00	False

To create a new Schedule, press **New Schedule**, enter the new schedule name when prompted, and press **OK**. **Please note that every Schedule must have its own, unique name.**

After adding a new Schedule, it is necessary to add at least one new Game to play.

To copy an existing Schedule, press **Copy Schedule**. A dialog similar to the New Game dialog appears; enter the new schedule name, and press **OK**. **NOTE: every schedule name must be unique. A copied Schedule will have all previous games copied as well.**

To **Delete Schedule**, first select it, and then press **Delete**. A dialog similar to the following will appear. If you are certain, you wish to delete the Schedule, press **YES**. **There is no way to undo this action.** If you wish to use this Schedule again, you will have to re-create it from scratch or possibly return to a system backup.

To rename a Schedule, press **Rename Schedule** and enter a new, unique name. The Schedule will remain unchanged except that it will be referred to with the new name going forward.

To add a new Game, select the Schedule for which it should be a part, and press **NEW**. A dialog similar to the following will appear. Change the Name, Pattern, Game Number and Prize if desired, then press **SAVE**.

Name	New Game
Sequence	1
Pattern	6 Pack Hardway
Game Number (for display)	1
Prize	0
Continue previous game?	<input type="checkbox"/>

**To edit an existing Game**, select the Schedule of which it is part, then select the Game to edit, then press Edit. A dialog similar to the New Game dialog above will appear; edit the information as desired, and press Save.

**To delete an existing Game**, select the Schedule of which it is part, then select the Game to delete, then press Delete. A dialog similar to the following will appear. If you are sure you wish to delete this Game, press Yes.

Yes No

Are you sure you wish to delete First Main Game?

**Continue Previous Game** means that the ball tray will not be cleared when advancing to this game from the previous one, assuming (a) balls were called in the previous game and (b) balls have not yet been called for this one. Instead, the previous game's ball tray will be copied to this game. This is useful for playing multipart games such as single/double/coverall. In that event, the single game should not have "Continue Previous Game" set to on, but the other games should.

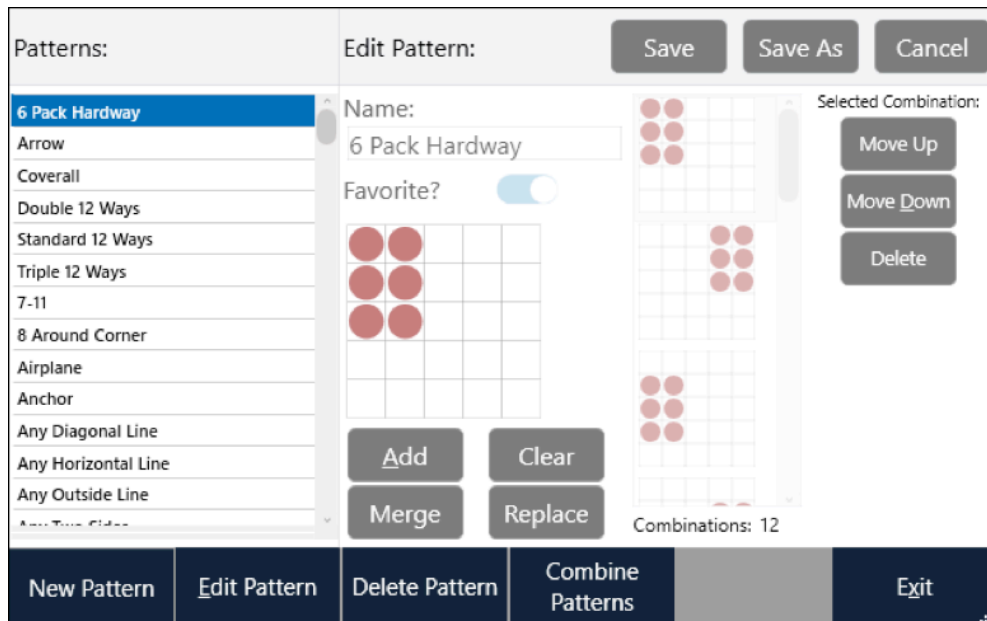
## Creating/Editing Patterns

A Pattern is a list of one or more Ways (sometimes also known as Combinations) which must be daubed by a player in order to win the bingo game. Typically there are more than one, though some popular patterns such as the Coverall consist of only a single Way. The first player to daub any of the winning Ways wins the Bingo game.

Many Patterns are included in the factory install of the Envoy bingo console. If you would like to create your own patterns the system allows for modification of existing patterns or create patterns from scratch!

**It is strongly recommended to perform a database backup before attempting to add, edit, or delete Schedules, Games, or Patterns, so that, if something goes wrong, the previous system state can be easily restored from the backup. Please see the "Backup Database" section of this manual.**

To create, edit, or delete a Pattern, finish and deactivate any currently active Schedule, go to the Main Menu, and press "Edit Patterns." A screen like the following will appear:



The parts of this screen include:

List of Patterns on the left. If one is currently selected, it will be highlighted.

Pattern name (center of screen near top)

"Favorite." If selected, the pattern is considered a "favorite." Wherever patterns in the system are listed, they will be listed favorites first, in alphabetical order, followed by non-favorites in alphabetical order.

The currently selected Way, if any, just underneath Favorites. When adding or editing a Way, this will be used to select or deselect the individual cells in that Way.

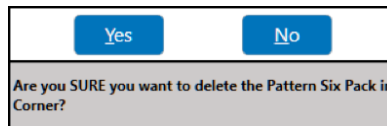
The list of all Ways comprising the currently selected Pattern, to the right of Name/Favorite/Selected Way. It may be necessary to scroll to see any particular Way.

Various and sundry buttons, the function of each of which is described below. Most of them are straightforward, and most are not needed in order to set up patterns of low to moderate complexity, but the system allows the creation of fairly complex and interesting patterns with relatively little effort, and many of these functions exist to support those who wish to do so.

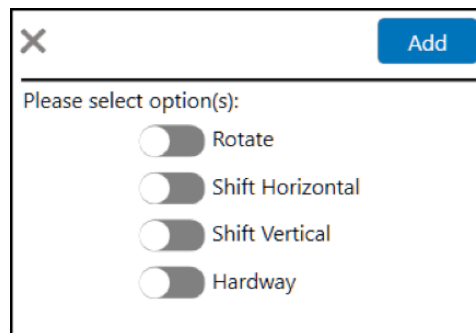
To add a new pattern, press “New Pattern,” enter the new pattern name (which must be unique), press OK, add at least one Way (see below), then press Save.

To edit an existing pattern, select it, press “Edit Pattern,” add, edit or remove Ways as indicated below, change the Name or Favorite fields if desired, then press Save.

To delete an existing pattern, select it, press Delete Pattern, and press Yes on the confirmation dialog that follows. Note that patterns used by a currently active Game cannot be deleted; first, the Game must be either deleted, or altered to use a different pattern.



To add a way to a pattern, if it is not already being edited, select it and press Edit. Use the 5x5 grid near the middle of the screen to draw the pattern, then press Add. You will then see the following dialog:



The options in this dialog are as follows.

**Rotate:** The Way entered on the previous screen will be rotated, if possible, by 90, 180, 270, and 360 degrees. For instance, if a stamp is entered in one corner, and Rotate is selected on the Add screen, the resulting Pattern will contain a stamp in each corner.

**Shift Horizontal:** The Way will be shifted horizontally as far as possible in both directions. For example, if a vertical line is entered, and Shift Horizontal is selected, then all 5 possible vertical lines will be added.

**Shift Vertical:** Similar to Shift Horizontal, but vertical instead. The Way will be shifted vertically as far as possible in both directions. For instance, if a horizontal line is entered, and Shift Vertical is selected, then all 5 possible horizontal lines will be added.

The Hardway option limits the generated Ways such that no Ways will be added which contain the free space in the center of the Bingo card.

Note that these options can be combined in any way desired. They are all optional; if none are selected, then only the Way entered on the previous screen will be added to the Pattern. Also note that the system will not allow the same Way to be added twice to the same Pattern; only the first attempt to do so will succeed, and any further attempts will be ignored.

Experimentation with an otherwise empty pattern is a good way to gain a feel for what this dialog does.

When finished, press Add, and the new Way, and any additional Ways generated because of the above options, will be added to the Pattern. Do not forget to Save the pattern when finished.

To edit a pattern, select the pattern and press Edit. Select the Way to edit from the scrollable list of Ways. Use the grid to edit the Way, then press Replace. Do not forget to save the Pattern when finished editing it.

Press CLEAR to clear the pattern edit grid. This removes all the dots in the grid.

To delete a Way in a pattern, select it from the scrollable list of Ways, then press the Delete button. Be sure to save the Pattern when finished editing it.

To move a Way in a pattern up or down, select it from the scrollable list of Ways, then press the Move Up or Move Down button. Be sure to save the Pattern when finished editing it.

To save a Pattern with a different name, select it, press Edit Pattern, make any edits desired (if any), press Save As, and enter a unique name for the new pattern.

Note: When finished editing a pattern, be sure to press "Save" or "Save As" so the pattern is properly stored in the database. If you make a mistake and do not wish to save the Pattern, then press Cancel. The Pattern reverts to its previous definition, and no changes will be saved.

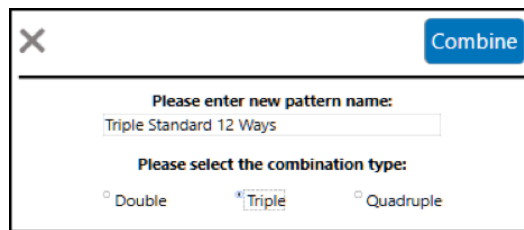
Advanced Pattern Functions:

To merge another already-defined Pattern with the one currently being edited, press "Merge," select the Pattern you wish to merge. All of the unique Ways from the merged Pattern will be added to the current one.

To create a "combined" Pattern means to create a new version in which one must daub several separate instances of the original Pattern, rather than just one, to win. For example, a standard Single Line pattern can be combined to form a Double, Triple, or Quadruple Line. To create such a pattern:

Select the Pattern you wish to Combine from the list on the left.

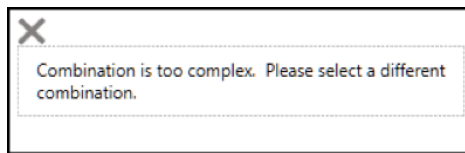
Press Combine Patterns. You will see a dialog like this:



Enter the new Pattern name, select the desired combination type (only double, triple, and quadruple combinations are supported), and press Combine.

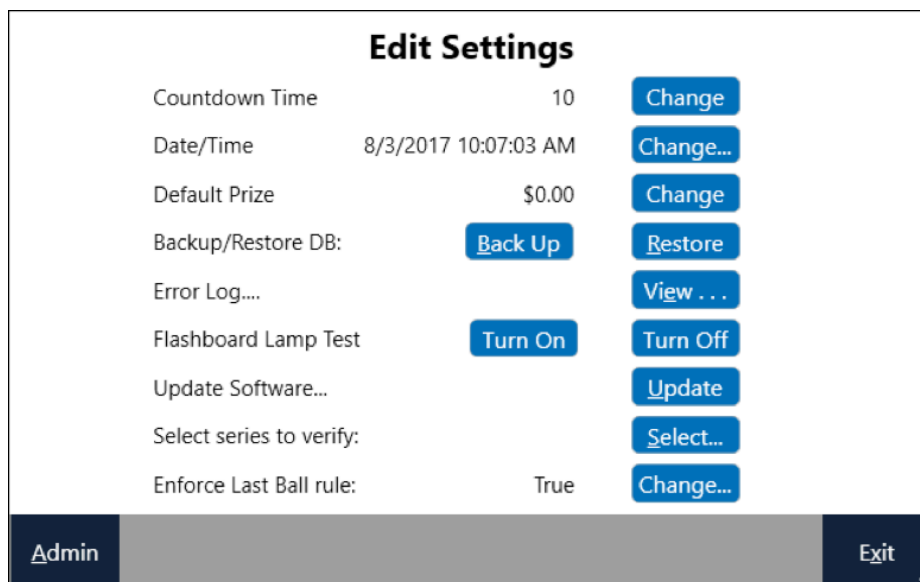
If the Combination was successful, all the selected Ways will be added to a new Pattern. Review it, and if it is as desired, press Save.

There is an internal limit on the complexity of the combined Pattern that can be generated. It is best to start with a relatively small and simple Pattern. If the software is unable to generate the requested Pattern within a fixed amount of time, the system will display the following warning, and the Pattern will not be generated.



## Settings

To change the Settings described below, go to the Main Menu screen, and press Setting/Admin. A dialog resembling the following will appear.



To change the Countdown time, press the "Change" button to the right of Countdown Time and its current value, enter the new value, and then press Save. Please enter a whole number only.

To change the Date/Time, press the Change button to the right of the current Date/Time, and follow the buttons and prompts on the resulting Date and Time screen.

To change the Default Prize, which will be used for new Quick Games, click the corresponding Change button, enter the new value, and press Save. Please enter only a valid number.

To back up or restore the database, see "Backing Up and Restoring the Database" below.

To view the Error Log, press the corresponding button labeled "View." Note that the information provided on this screen is of a technical nature, and intended primarily for use by support personnel.

To perform a Flashboard Lamp test, click the "Turn On" button. If you have a properly connected Arrow, Bingo King or compatible flashboard attached, all of the individual lights should turn on. Any lamps that fail to turn on are likely burned out and in need of replacement. To end the lamp test, press Turn Off.

To perform a software upgrade, first place the upgraded software installation package in the root of a thumb drive, then press Update. You should see a dialog like the following. Select the desired upgrade, then press Select, then follow the instructions and prompts that follow.



(Systems licensed for Verification only.) To select one or more series to verify, see the section below entitled “Selecting series to verify.”

To turn enforcement of the Last Ball requirement on or off, click “Change” next to “Enforce Last Ball Rule and click “Yes” or “No” as desired.

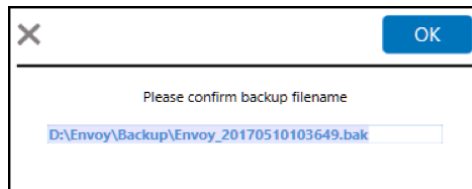
### Backing Up and Restoring the Database

It is strongly recommended to back up the database every few months, and also before and after making major changes such as adding or altering Schedules, Games, or Patterns.

To do so:

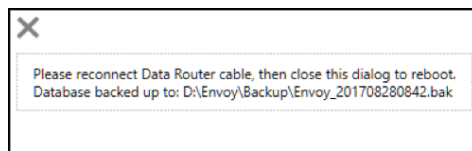
Disconnect the USB cable near the bottom right corner of the tablet, and insert a USB thumb drive in its place.

Go to the Settings screen, and press Back Up. You should see a dialog similar to the following:



It is recommended to use the provided file name, but it may be changed if desired. Do not change the folder name, or the Envoy system will not be able to find it when restoring. Click OK, and the backup file will be written to the thumb drive.

After the backup is successfully completed, you will see a dialog similar to the following. Remove the thumb drive and carefully replace the USB connector that was removed previously. Then, click X to close the dialog. The system will reboot.

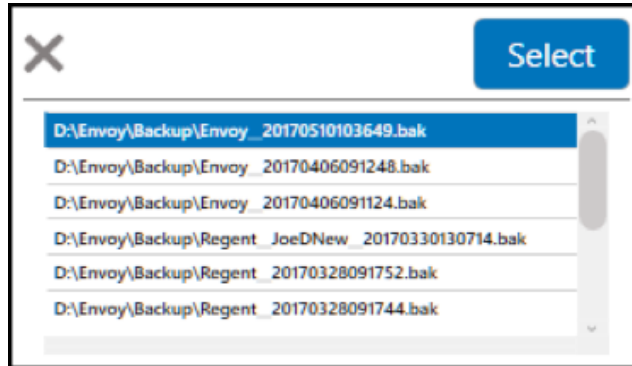


#### To restore a database:

**WARNING!** Restoring a database will overwrite the current one. It is recommended to do another backup before restoring a previous one.

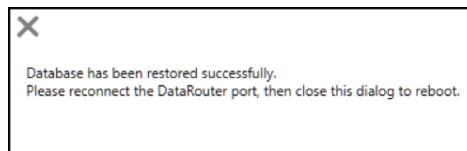
Disconnect the USB cable near the bottom right corner of the tablet, and insert a USB thumb drive containing a valid backup in its place.

Go to the Settings screen, and press Restore. You should see a dialog similar to the following. Note that only files in the \Envoy\Backup folder on the thumb drive (typically D:) will be listed.



Select the desired backup file to restore, press Select, and press Yes to confirm.

After the restore is successfully completed, remove the thumb drive and carefully replace the USB connector that was removed previously. Then, be sure to reboot the system so that the USB connection can successfully reset.



## Selecting Series to Verify

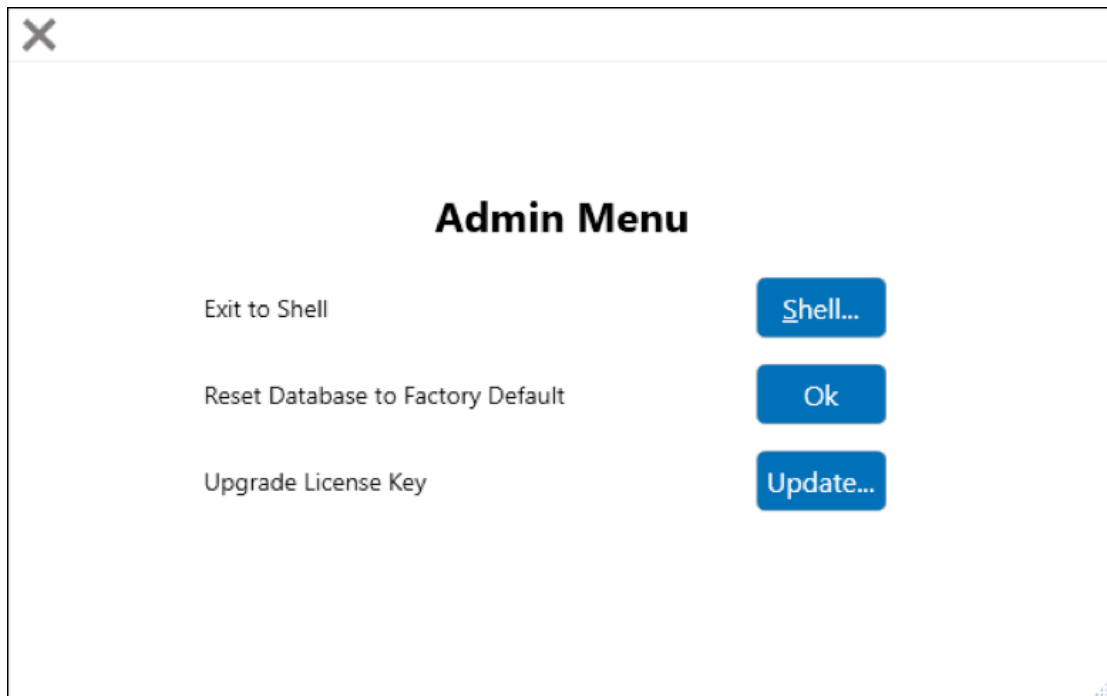
**Systems licensed for Verification only.** On the Settings screen, locate and press the button entitled “Select” across from “Select Series to Verify.” A screen similar to the following will appear. Select the series you wish to verify by setting the slider in the “Selected” column on or off, then click “Save Changes.” Note that overlapping series are not supported; any given verify number must exist in only one selected Series at a time. For instance, you cannot select both “Unimax 1-9,036” and “Unimax 1-9,096” because most of the cards in these series overlap. If you receive the error message “Cannot save changes. Overlapping series detected.” then please un-select the overlapping series and try again.

Selected	Name	Type	Class	MinNumber	MaxNumber	Manufacturer
<input type="checkbox"/>	Starburst 1-9,000(36)(Even)	Starburst(Even)	Star	1	9000	Arrow International, Inc.
<input type="checkbox"/>	Starburst 9,001-18,000(Even)	Starburst(Even)	Star	9001	18000	Arrow International, Inc.
<input type="checkbox"/>	Starburst 1-9,000(36)(Odd)	Starburst(Odd)	Star	1	9000	Arrow International, Inc.
<input type="checkbox"/>	Starburst 9,001-18,000(Odd)	Starburst(Odd)	Star	9001	18000	Arrow International, Inc.
<input type="checkbox"/>	Super Star 9,001-18,000	Super Star	Star	9001	18000	Arrow International, Inc.
<input type="checkbox"/>	Super Star 45,001-54,000	Super Star	Star	45001	54000	Arrow International, Inc.
<input type="checkbox"/>	Unimax 1-9,036	Unimax	Normal	1	9036	Arrow International, Inc.
<input checked="" type="checkbox"/>	Unimax 1-9,096	Unimax	Normal	1	9096	Arrow International, Inc.
<input type="checkbox"/>	Unimax 9,097-18,132	Unimax	Normal	9097	18132	Arrow International, Inc.
<input checked="" type="checkbox"/>	Unimax 9,097-18,192	Unimax	Normal	9097	18192	Arrow International, Inc.
<input type="checkbox"/>	Unimax 60,001-69,036	Unimax	Normal	60001	69036	Arrow International, Inc.
<input type="checkbox"/>	Unimax 70,001-79,096	Unimax	Normal	70001	79096	Arrow International, Inc.
<input checked="" type="checkbox"/>	Unimax 80,001-89,036	Unimax	Normal	80001	89036	Arrow International, Inc.
<input checked="" type="checkbox"/>	Unimax 90,001-99,036	Unimax	Normal	90001	99036	Arrow International, Inc.
<input type="checkbox"/>	Unimax DBL Spectrum 9,097-18,097	Unimax DBL Spectrum	Normal	9097	18097	Arrow International, Inc.
<input type="checkbox"/>	Unimax Spectrum 9,097-18,097	Unimax Spectrum	Normal	9097	18097	Arrow International, Inc.
<input type="checkbox"/>	Unimax Spectrum 90,001-99,001	Unimax Spectrum	Normal	90001	99001	Arrow International, Inc.
<input type="checkbox"/>	American A-Line 1-9,000	A-Line	Normal	1	9000	American Games
<input type="checkbox"/>	American A-Line 9,001-18,000	A-Line	Normal	9001	18000	American Games
<input type="checkbox"/>	American A-Line 18,001-27,000	A-Line	Normal	18001	27000	American Games
<input type="checkbox"/>	American A-Line 27,001-36,000	A-Line	Normal	27001	36000	American Games

## Administration

Administrative functions should be performed only by distributors and/or Arrow support staff, and require a password. They are documented here for reference purposes only.

From the Main Menu, click Settings/Admin, and from that screen, click Admin and enter the appropriate password. You should see a screen similar to the following.



To exit to the Windows shell, go to the Main Menu, press Settings/Admin, press Admin (lower left corner), enter the admin password, press Exit to Shell, and enter the Admin password again.

To reset the database to the factory default, go to the Main Menu, press Settings/Admin, press Admin (lower left corner), enter the admin password, and press the button marked Ok to the right of "Reset Database to Factory Default." Note that this will overwrite any information in the database and cannot be undone.

(Systems not licensed for verification): To upgrade a system to support Verification, click on "Update" next to "Upgrade License Key," enter a valid key with Verification support enabled, and click Enter.

**NOTE!** For Distributor or Arrow Support staff only.

(Systems licensed for Verification only): To select series available for verification – this would mean those series that are shown on the “Selecting series to verify” shown above – click the “Select” button next to “Select Series for Verification.” A screen similar to the following will appear. Please note that unlike the screen available to non-admin users, the first column will be marked “Available” rather than “Selected.” Also, overlapping series may be made available to users in this screen, although they may not be selected at the same time by the user.

Available	Name	Type	Class	MinNumber	MaxNumber	Manufacturer
<input checked="" type="checkbox"/>	Basic A-Series 1-9,000	Basic	Normal	1	9000	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic 9,001-18,000	Basic	Normal	9001	18000	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic B-Series 10,001-19,036(36)	Basic	Normal	10001	19036	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic B-Series 10,001-19,096(24)	Basic	Normal	10001	19096	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic C-Series 20,001-29,036(36)	Basic	Normal	20001	29036	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic C-Series 20,001-29,096(24)	Basic	Normal	20001	29096	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic D-Series 30,001-39,036	Basic	Normal	30001	39036	Arrow International, Inc.
<input checked="" type="checkbox"/>	Basic E-Series 40,001-49,036	Basic	Normal	40001	49036	Arrow International, Inc.
<input checked="" type="checkbox"/>	Big Burst 36,001-45,000	Big Burst	Star	36001	45000	Arrow International, Inc.
<input checked="" type="checkbox"/>	Big Burst 45,001-54,000	Big Burst	Star	45001	54000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 1-9,000	C-Max	Normal	1	9000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 1-9,000 (24V)	C-Max	Normal	1	9000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 9,001-18,000	C-Max	Normal	9001	18000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 9,001-18,000 (24V)	C-Max	Normal	9001	18000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 18,001-27,000	C-Max	Normal	18001	27000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 27,001-36,000	C-Max	Normal	27001	36000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 36,001-45,000	C-Max	Normal	36001	45000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 45,001-54,000	C-Max	Normal	45001	54000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 54,001-63,000	C-Max	Normal	54001	63000	Arrow International, Inc.
<input checked="" type="checkbox"/>	C-Max 63,001-72,000	C-Max	Normal	63001	72000	Arrow International, Inc.
<input checked="" type="checkbox"/>	Capitol 1-3,000(12V)	Capitol	Normal	1	3000	Arrow International, Inc.

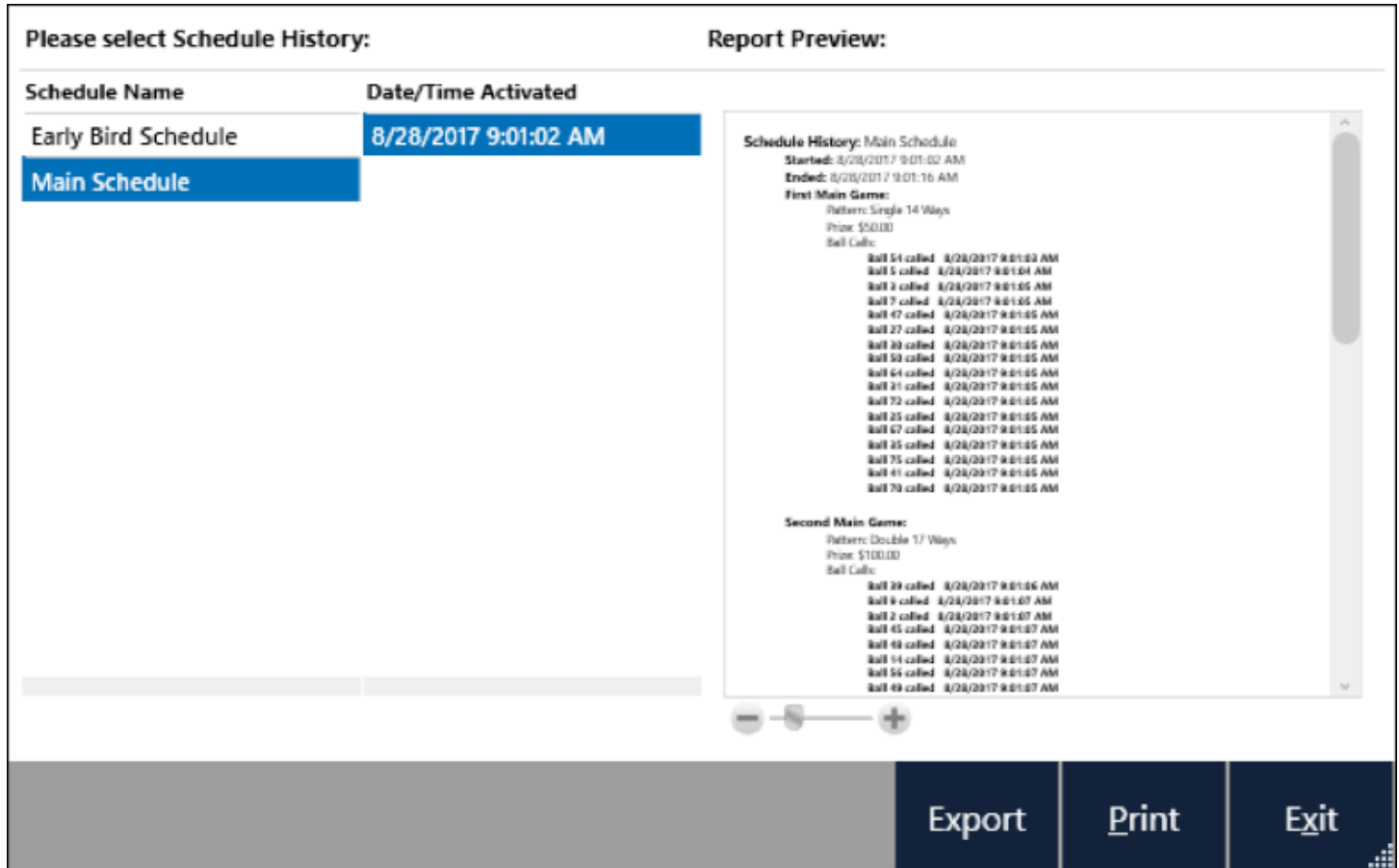
Save Changes
Exit

## Reports

The Envoy software keeps track of all played Schedules, Games, and Ball Calls. To view, export, or print a report:

Go to the Main Menu screen.

Press the Reports button. A screen similar to the following should appear.



Select the desired Schedule name from the list on the left.

Select the Date/Time that the Schedule was activated from the list under “Date/Time Activated.”

The report contents will be displayed on the right of the screen under “Report Preview.” The view may be zoomed in or out using the slider between the – and + arrows.

To export the report in XPS format, disconnect the USB connection, insert a USB thumb drive, and click Export. Confirm the export file name, and press OK. Then reconnect the USB cable that was previously removed, and reboot the system to restore the connection.

The Print button will print the report to the installed printer. Please contact your distributor or the Arrow Technical Assistance Center for assistance with installing a printer (see section below entitled “How to Obtain Service”).

# SECURITY & COMPLIANCE

If properly configured and operated, the Capitol Envoy Bingo Console can comply with many different Regulatory requirements for the function that the system performs.

***Licensed hall owners, organizations, distributors, and game operators have prime responsibility, not Arrow International, to configure the equipment and operate a bingo Schedule that meets Regulatory requirements in their State.***

## Troubleshooting:

Data Router connections (may go away after thumb drive is used)

Communication between the Envoy software and the ball tray and external flashboard will be lost if the USB cable near the bottom of the tablet is disconnected. If this should occur, please reconnect the cable, then restart the system.

If communication is still not restored, please see the section below entitled Support.

## Service / Warranty Information

Set out below are the terms of the Limited Warranty made by Arrow International, Inc./Arrow Games Corporation ("Arrow") in connection with the sale of the Capitol® Bingo equipment (the "Equipment").

### 1. Limited Warranty

Subject to the limitations in the next paragraph, Arrow warrants to the original purchaser ("Purchaser") that the Equipment will, to the extent manufactured by Arrow, be free from defects in material and workmanship for a period of ONE (1) YEAR from the date of shipment of the Equipment from Arrow. Purchaser represents to Arrow that no employee, agent, or representative of Arrow (or an Arrow dealer) has made any representation or warranty regarding the Equipment except as set out herein.

This Limited Warranty applies to normal commercial use and does not cover failures or damage which (a) occurs in shipment; (b) are caused by products not supplied by Arrow; or (c) result from accident, misuse, abuse, neglect, mishandling, misapplication, alteration, set-up-adjustments or modifications.

This Limited Warranty also does not cover any damage resulting from failure to install the Equipment in strict conformity with local fire and building codes and regulations, or if the installation does not comply with the installation instructions provided by Arrow. Products which are manufactured by a third party vendor and offered with the Equipment (such as monitors, keyboards, cables, cameras, consumable items and other peripheral products) are not covered by this Limited Warranty. Purchaser needs to consult the third-party manufacturer's warranty for warranty claims related thereto. Arrow will supply a copy of any third-party vendor's warranty upon written request.

### 2. Disclaimer of Warranties

ARROW MAKES NO WARRANTIES, EXPRESS OR IMPLIED (INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR AGAINST INFRINGEMENT OF ANY PATENT), EXCEPT AS EXPRESSLY PROVIDED HEREIN. THE EXPRESS WARRANTIES PROVIDED HEREIN ARE IN LIEU OF AND EXCLUDE ALL OTHER WARRANTIES, GUARANTEES OR REPRESENTATIONS, EXPRESS OR IMPLIED, WHETHER ARISING BY OPERATION OF LAW OR OTHERWISE.

### 3. Limitation of Remedies

If the Equipment does not conform to the Limited Warranty set out above, Arrow will, at its option, (a) repair or replace the Equipment, or part thereof, which is defective, or (b) refund so much of the purchase price as Purchaser has paid for the defective Equipment, less 1/12th of the purchase price for each month between the date of the purchase from an authorized Arrow dealer and the date of the discovery of the defect, provided that written notice of the

defect and its nature is given to Arrow as soon as practical after discovery of the defect, but in no event later than 90 days from the date of the discovery of the defect. All part repairs are through the Arrow Cleveland Depot.

#### **4. Limitation of Liability**

The remedy of repair, replacement, or refund of the purchase price is Purchaser's sole and exclusive remedy and will satisfy all of Arrow's liabilities, whether based on contract, negligence, tort, product liability, strict liability, or otherwise. IN NO EVENT WILL ARROW BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES, NOR WILL ITS LIABILITY IN CONNECTION WITH ANY EQUIPMENT OR SERVICE SOLD (INCLUDING NONDELIVERY OR LATE DELIVERY THEREOF) EXCEED THE SALES PRICE OF SUCH EQUIPMENT OR SERVICE.

#### **5. Warranty Voided**

Any obligations of Arrow under this Limited Warranty will be deemed to have been satisfied if anyone other than an authorized Capitol® Bingo Equipment Dealer services the Equipment.

#### **6. Transfer Of Limited Warranty**

Purchaser may transfer its rights under this Limited Warranty subject to the terms and conditions hereof, to a buyer ("Buyer") from Purchaser of the Equipment. Thereafter, the rights under this Limited Warranty are not transferable. For the transfer by Purchaser of the Limited Warranty to be effective, the following conditions must have occurred no later than the 30th day following the date of resale to Buyer:

- A. Purchaser must have complied with all requirements to make the Limited Warranty effective as to Purchaser; and
- B. The Equipment (as an entire unit and as purchased by Purchaser) must be transferred to Buyer.

Upon an effective transfer of this Limited Warranty, Buyer will be considered to be "Purchaser" for paragraphs 1, 4 and 8 hereof.

#### **7. Inspection**

With respect to any claim that the Equipment is defective, Arrow will be allowed a reasonable time to inspect the Equipment, in place. If the Equipment is altered or removed before Arrow has made such inspection or waived its right to do so, the obligations of Arrow under this Limited Warranty will be deemed to have been satisfied.

#### **8. Proof of Purchase**

Notwithstanding anything to the contrary in this Limited Warranty, Purchaser must, upon Arrow's request, submit proof of purchase (satisfactory to Arrow) of the Equipment. The Limited Warranty set out above shall not apply to, nor cover, any Equipment for which Purchaser is unable, upon Arrow's request, to supply such proof of purchase.

#### **9. Limitations of Actions**

Any legal action against Arrow for a default of its obligations under this Limited Warranty must be commenced within two years from the date the Equipment was sold by an authorized dealer of the Equipment.

#### **10. How to Obtain Service**

If a Problem with this Equipment develops during or after the warranty period, proceed as follows:

- A. Refer to your Operator's Manual and follow the Troubleshooting section;
- B. Contact the authorized Capitol® Bingo Equipment Distributor from whom you purchased the Equipment; or
- C. Contact the Arrow International Technical Assistance center at (800) 277-6214. Telephone support is available 7 days a week (including holidays) from 8:00 a.m. until 10:00 p.m. (Eastern Standard Time).

SERVICE CALLS WHICH DO NOT INVOLVE DEFECTIVE MATERIALS OR WORKMANSHIP AS DETERMINED BY ARROW IN ITS SOLE DISCRETION ARE NOT COVERED. THE COST OF SUCH SERVICE CALLS IS THE RESPONSIBILITY OF THE PURCHASER.

Arrow wants you to remain a satisfied customer. If a problem occurs that cannot be resolved to your satisfaction, please contact us immediately. Phone the number listed above or write to:

Capitol Bingo Equipment Division  
C/O Equipment Support Manager  
9900 Clinton Road Cleveland, OH 44144

Please be sure to include the name, model number, serial number, date of original purchase, and the distributor from whom you purchased the Equipment, as well as any actions taken to correct the problem.



[www.arrowinternational.com](http://www.arrowinternational.com)

ENVOY BINGO CONSOLE



Part # HH4000MNL • Revision October 2022