

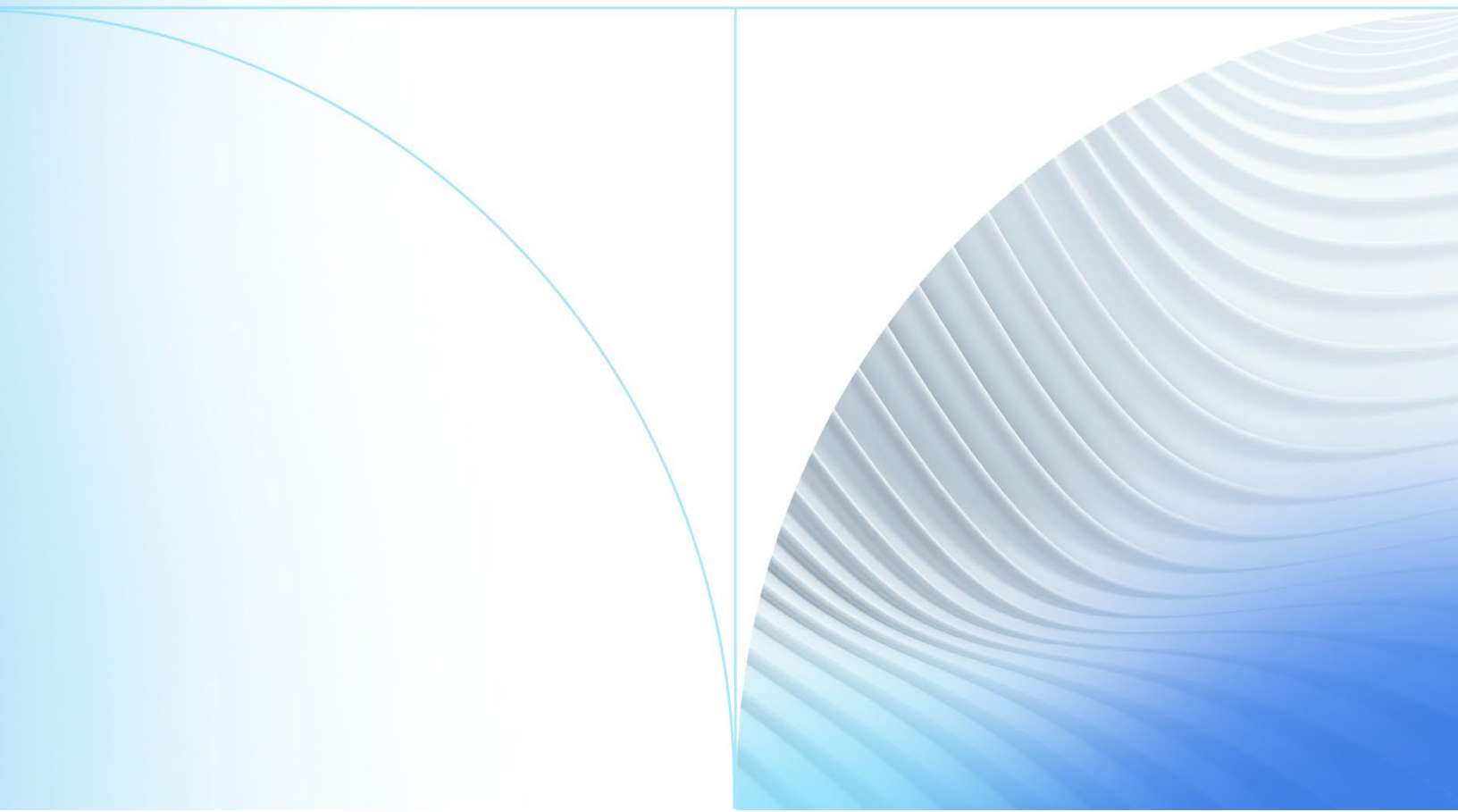


**Enterprise Payment Solutions**

JHA SmartPay Business™

August 2023

# **Scanner Installation: Quick Start for Remote Deposit Scan (RDS)**



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# Introduction

The *Scanner Installation: Quick Start for Remote Deposit Scan* is provided to assist users with installing EPS Device Control and any scanner(s) necessary. Prior to beginning the installation, you should have received a Login Letter from your financial institution that contains the following information:

- The application URL where you will use the provided Administrator login credentials (see figure)

User Name:	admin
Temporary Password:	(see email) Note: The Financial Institution has the ability to reset the Admin password under Manage Customers, if necessary.
Company:	Test 549086

FIGURE 1 – SAMPLE INFORMATION FROM LOGIN LETTER

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**NOTE:** Single sign-on users will not sign in via SmartPay Business; rather, they will follow their financial institution's Remote Deposit Capture link to navigate directly to the SmartPay Business Dashboard.

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- Your Merchant ID and scanner model/serial number
- Instructions for any EPS Education training you wish to schedule

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**NOTE:** EPS Support is not available for training in the use of the application.

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In addition to the Login Letter, your financial institution can provide you the *Remote Deposit Scan Handbook*, a guide to assist you in using the application once it has been installed.

## System Requirements

Scanner support will be provided only to organizations that meet the minimum system requirements on a genuine, activated version of Microsoft® Windows® or macOS® on a certified platform. Examples of unsupported platforms include servers, point-of-sale devices, and tablets. Please see the system requirements below for a list of certified browsers and operating systems.



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**NOTE:** The application does not support Apple Boot Camp® or any virtualization software. For installation on a Mac® computer, refer to the *Scanner Installation Quick Start for RDC & RDS on Mac*. If installing a Panini ml:Deal or EverneXt, refer to the *Panini Everest Installation Guide (RNDIS)*.

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For an optimal experience, we recommend a high-speed internet connection (above 25 Mbps). Additionally, the following components are required in order to use the application:

For the PC:

- Local administrative rights
- Local user profile
- USB port 2.0 or higher
- .NET® Framework 4.8 or higher

For Microsoft® Windows®:

- Windows 10: Microsoft Edge® or Google Chrome
- Windows 11: Microsoft Edge or Google Chrome

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**NOTE:** The latest and previous two browser versions are supported.

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The following scanners are certified for use with Remote Deposit Scan on Windows:

Scanner	Model Supported
Digital Check®	CheXpress® CX30 TellerScan® TS240 <i>TellerScan TS230</i>



Scanner	Model Supported
Digital Check (Unisys Burroughs®)	SmartSource® Professional SmartSource Professional Elite SmartSource Micro Elite <i>SmartSource Value</i> <i>SmartSource Merchant Elite</i> <i>SmartSource MicroEX</i>
Epson®	CaptureOne (TM-S1000)
Panini®	Vision X™ Vision 1 <i>!Deal</i> <i>w!Deal</i> <i>My Vision X™</i>
Canon®	imageFORMULA CR-L1 imageFORMULA CR-120 imageFORMULA CR-150 imageFORMULA CR-190i II
RDM®	<i>EC7000i</i> <i>EC7500i</i>

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**NOTE:** In the table above, italicized models are legacy products. As legacy products are no longer tested/certified for use with the application, limited support may be provided.

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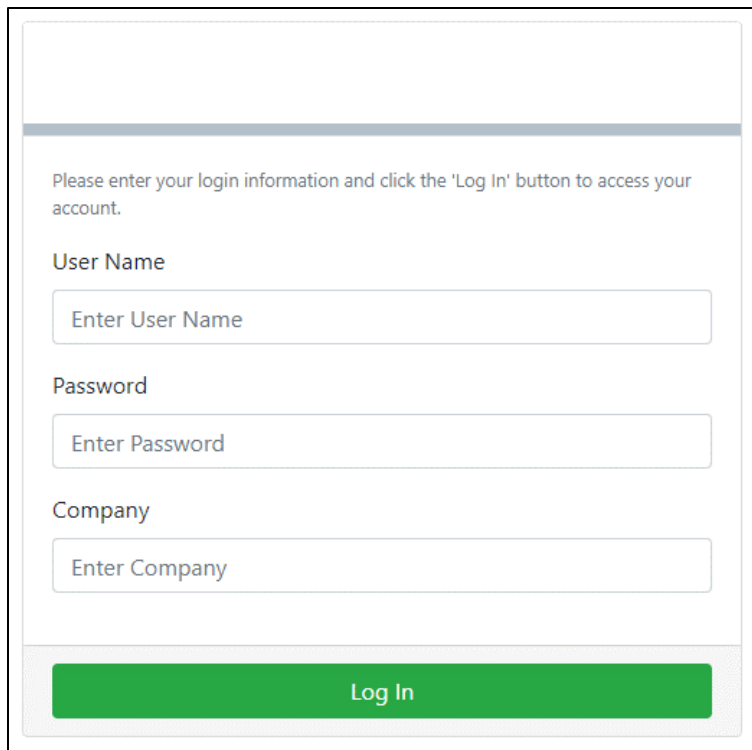


# Installing Device Control

If you are accessing Remote Deposit Scan for the first time, you will need to install EPS Device Control, an application used to manage your check scanner. Device Control must be installed before you can begin making deposits.

We recommend that you ☐ maximize your browser window to best reflect the screenshots included in this document.

1. Navigate to SmartPay Business and complete the **User Name**, **Password**, and **Company** fields pictured in the image below.



Please enter your login information and click the 'Log In' button to access your account.

User Name

Enter User Name

Password

Enter Password

Company

Enter Company

Log In

FIGURE 2 – LOGIN

2. Click **Log In**.

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**NOTE:** If this is your first time logging in to the application, you will be prompted to update your password. A password must be between 8–15 characters, contain at least one uppercase letter, one lowercase letter, and one number.

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3. Select **Transactions** from the navigation pane.



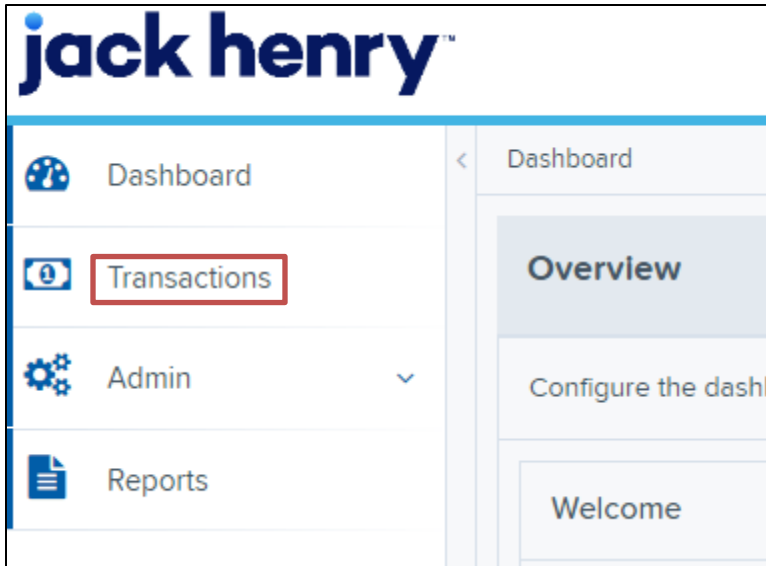


FIGURE 3 – TRANSACTIONS OPTION

4. Under *Check Processing*, choose **Remote Deposit Scan**.

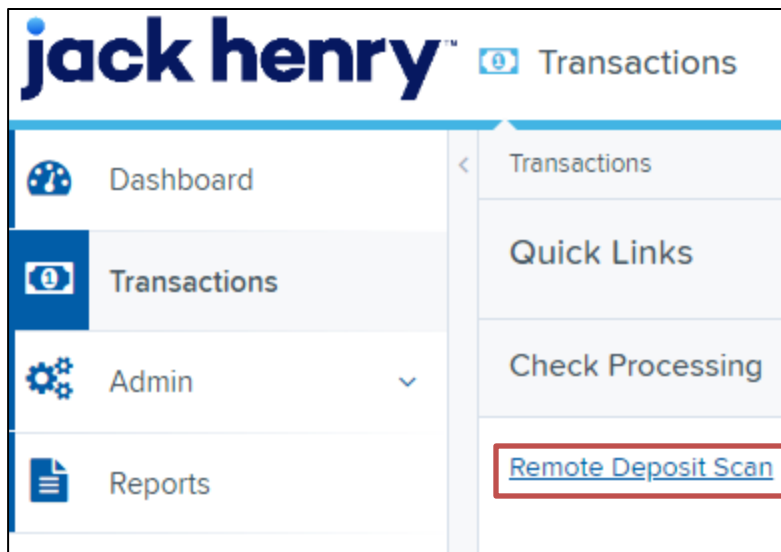


FIGURE 4 – REMOTE DEPOSIT SCAN OPTION

5. The *Scanner Interface Help* window appears, prompting you to download Device Control. Click **Download Device Control** to continue.



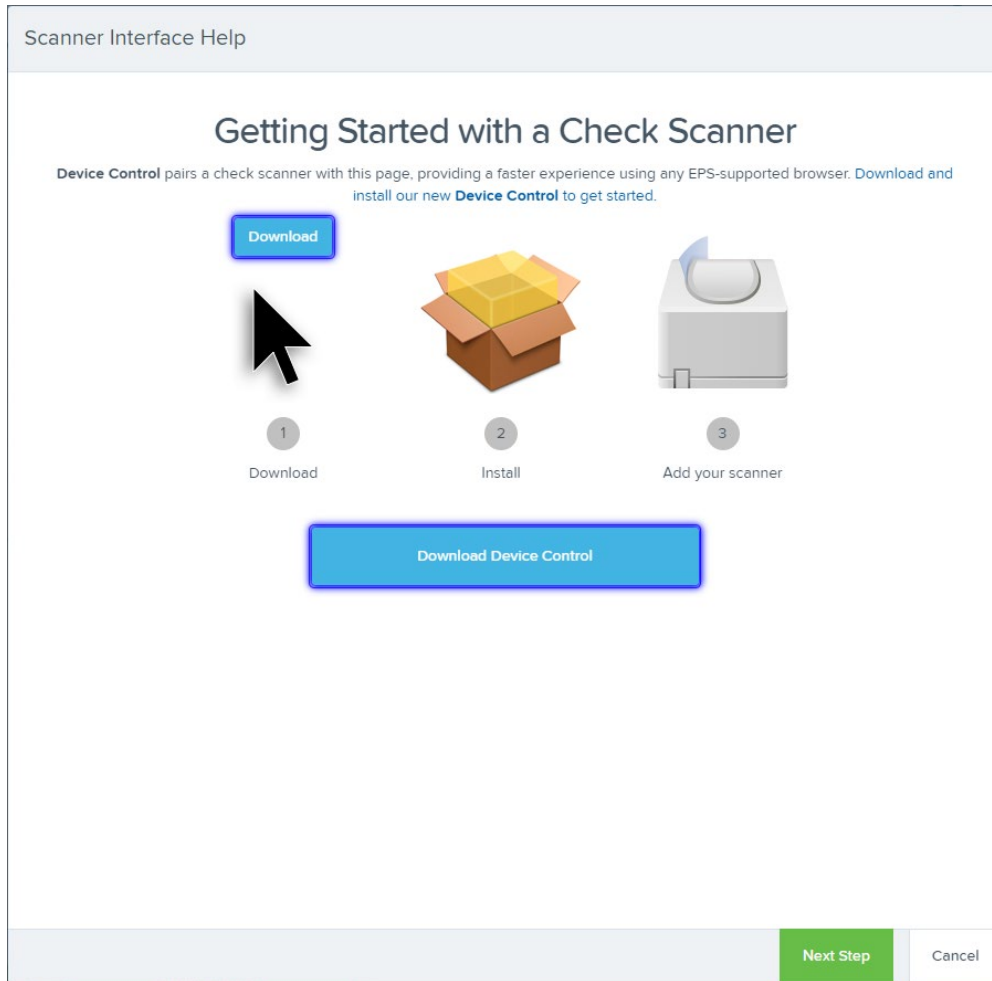


FIGURE 5 – DOWNLOAD DEVICE CONTROL

6. After downloading Device Control, the *Scanner Interface Help* window instructs you to start the installation by clicking **Next Step**.

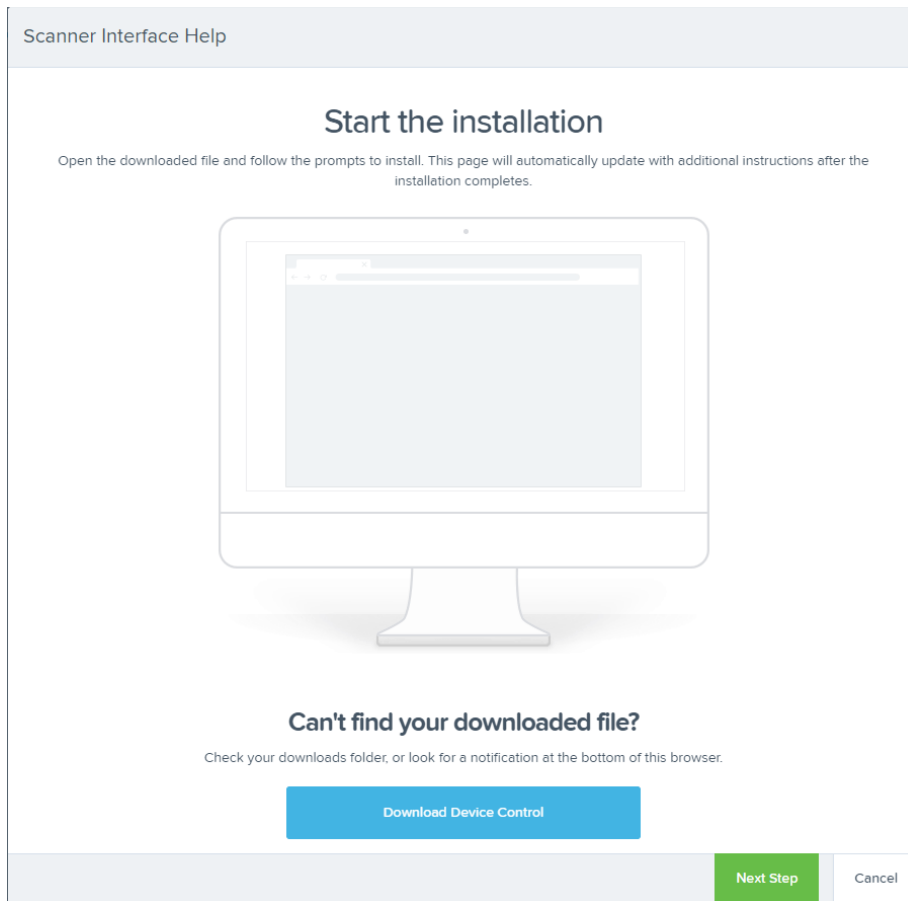


FIGURE 6 – START THE INSTALLATION

7. Depending on your web browser, you will see one of the following downloads to click:

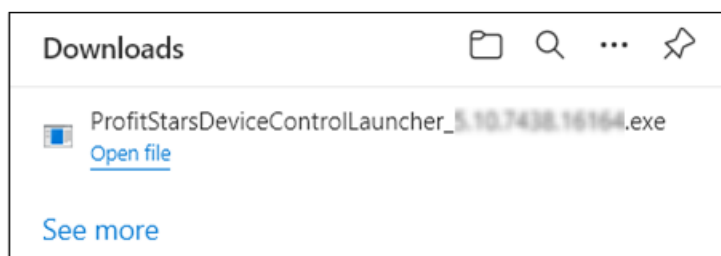


FIGURE 7 – MICROSOFT EDGE

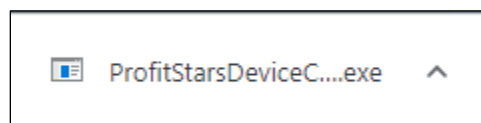


FIGURE 8 – GOOGLE CHROME

8. The system will prompt you to install EPS Device Control. Select **Install** to continue. This may take several minutes.

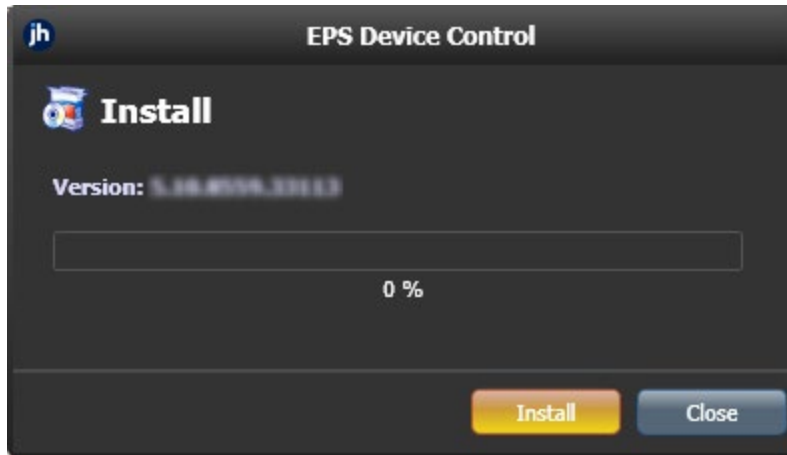


FIGURE 9 – PROMPT TO INSTALL DEVICE CONTROL

6. A prompt may appear stating that a user with Administrator rights will be required to complete the installation. Select **OK** to continue.

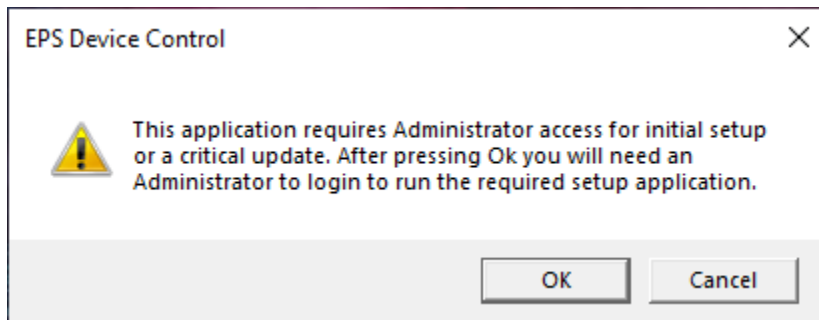


FIGURE 10 – ADMINISTRATOR ACCESS PROMPT

7. A *User Account Control* prompt may appear, asking permission for the application to make additional changes. Select **Yes** to continue.

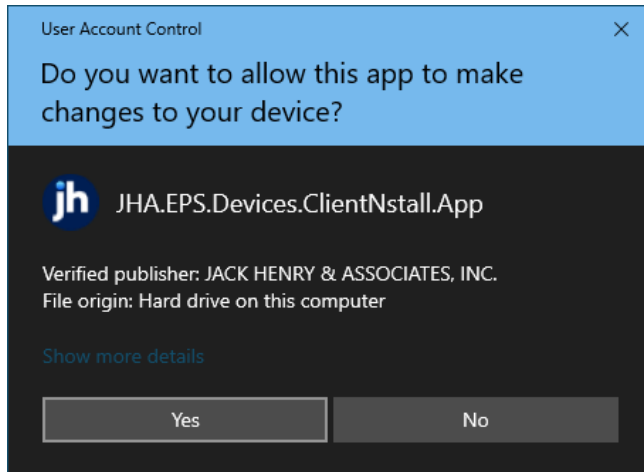


FIGURE 11 – USER ACCOUNT CONTROL PROMPT

8. Following the installation of Device Control, the *Scanner Interface Help* window should automatically prompt you to add a scanner.

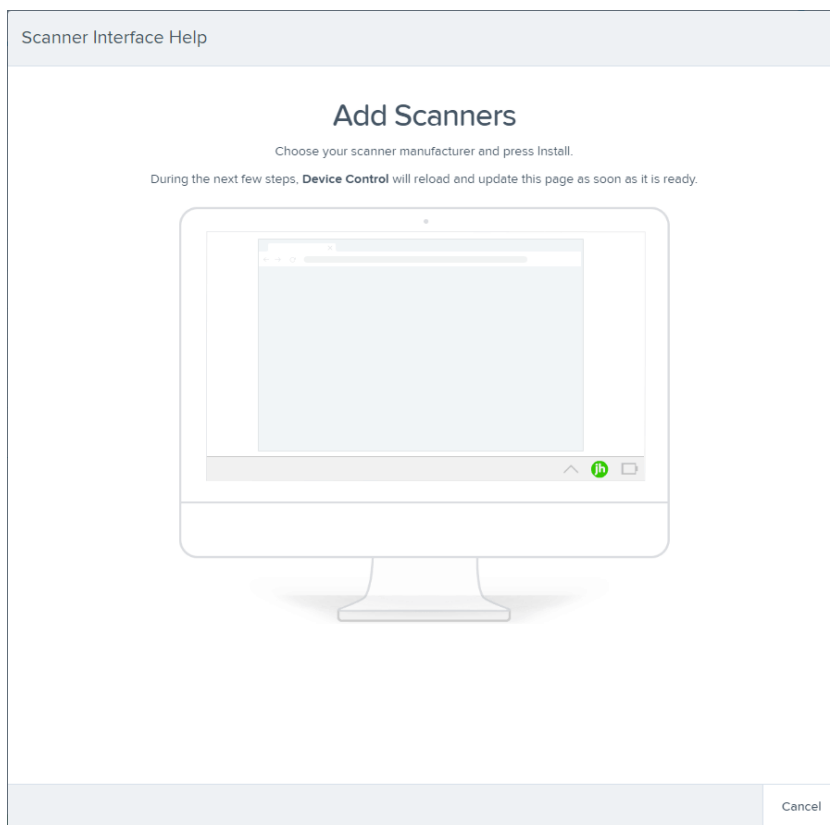


FIGURE 12 – ADD SCANNERS

# Installing Your Check Scanner

1. Once Device Control is installed, the *Choose a Device Manufacturer* window should appear. Select the manufacturer of the scanner you intend to use. You may also opt to select a particular model.

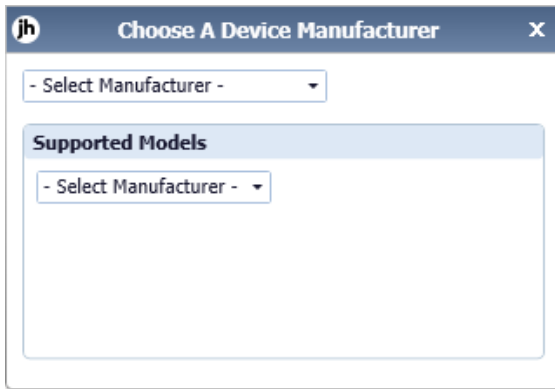


FIGURE 13 – CHOOSE A DEVICE MANUFACTURER

2. If the selected scanner model has not yet been installed, the system will display an indicator, **Not Installed!** Click **Install** to proceed.

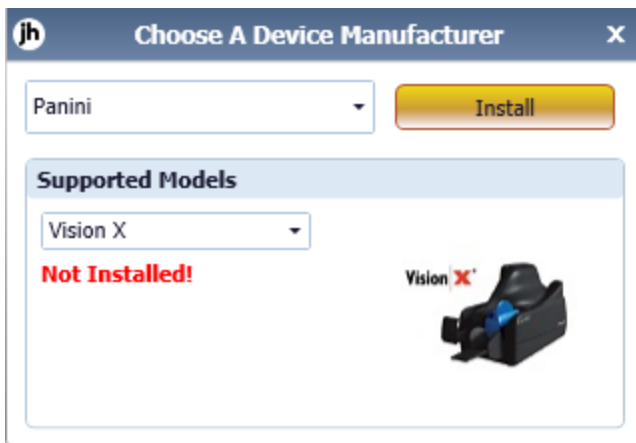


FIGURE 14 – SELECTED DEVICE NOT INSTALLED

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**NOTE:** The screenshots included as an example pertain to a Panini Vision X. Your scanner model may differ. Select the manufacturer of the scanner you intend to use. You may also opt to select a particular model.

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3. The *Add/Remove Devices* window appears. Select the manufacturer of the scanner you intend to use, then click **Install**.



FIGURE 15 – ADD/REMOVE DEVICES

4. The *Install Wizard* appears. Disconnect the scanner's USB or power cable and exit all other applications. Click **Next** to continue.

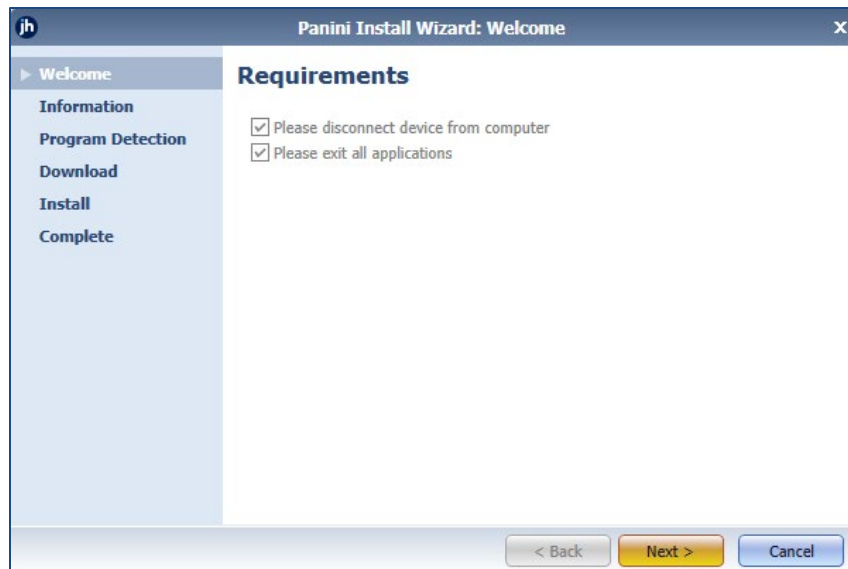


FIGURE 16 – INSTALL WIZARD

5. The *Install Wizard* displays the *Installer Information*. Click **Next** to continue.

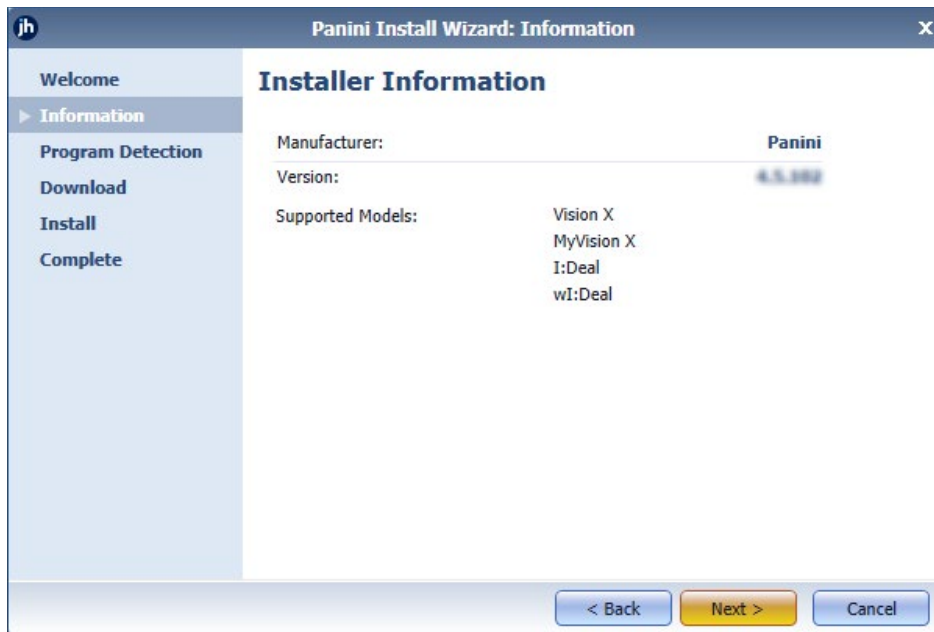


FIGURE 17 – INSTALLER INFORMATION

- Should Device Control detect potentially conflicting drivers or other scanning components, an opportunity will be presented to uninstall the existing software before continuing to the driver download. Once completed, **Refresh** the list, then click **Next**. Otherwise, proceed directly to step 7.

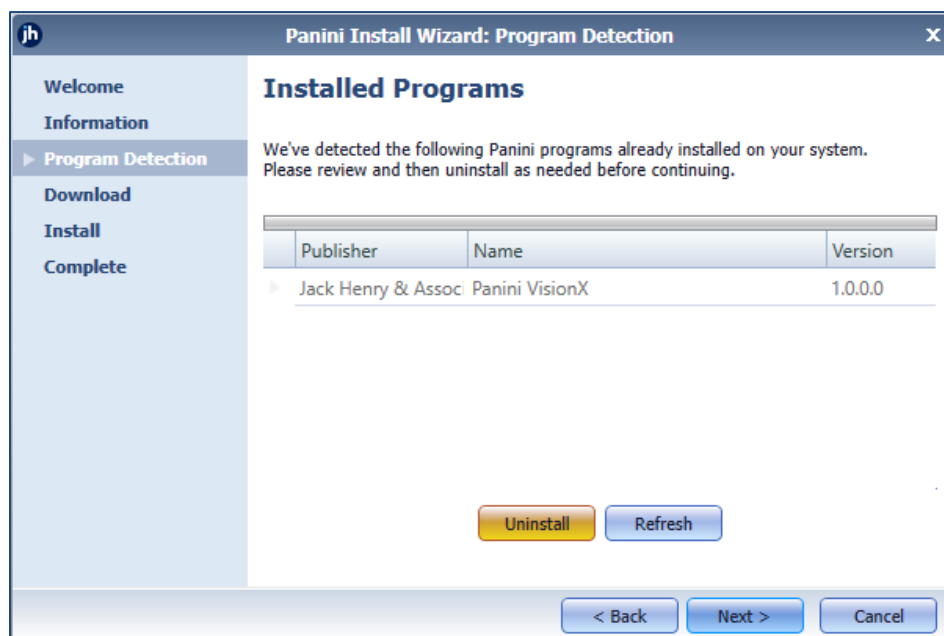


FIGURE 18 – PROGRAM DETECTION

The *Install Wizard* then downloads the scanner driver.

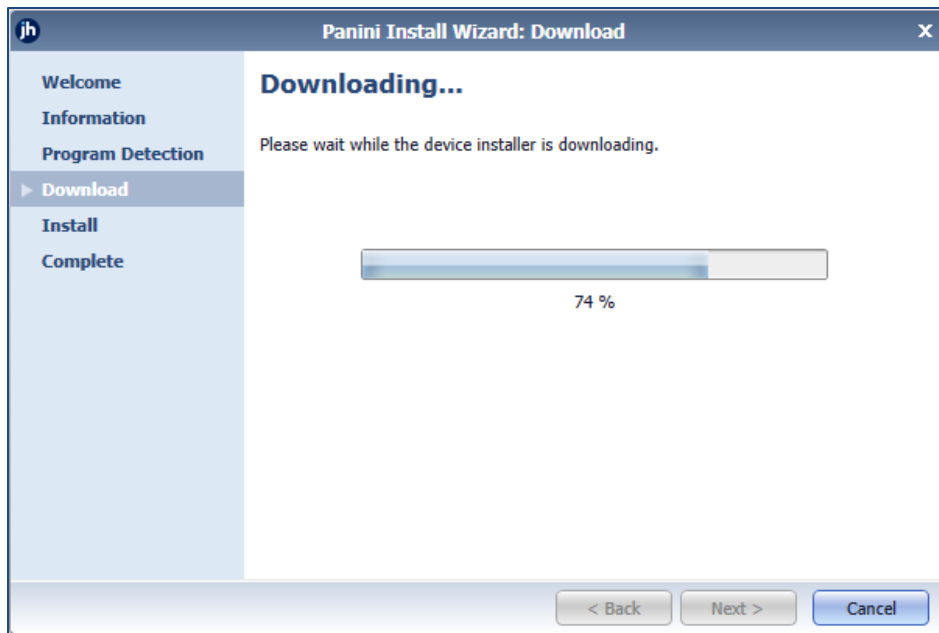


FIGURE 19 – DRIVER DOWNLOAD

7. Once the driver has been downloaded, the *Install Wizard* displays the *Install Ready* prompt. Click **Next** to begin the installation.

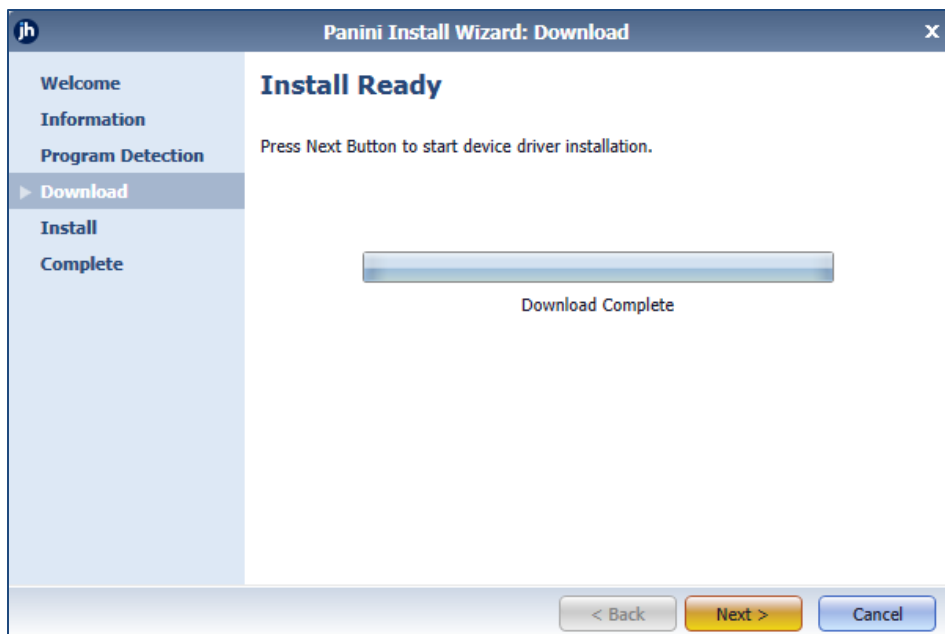


FIGURE 20 – INSTALL READY



8. Once the installation has completed, the *Install Wizard* displays the *Install Done* prompt. Click **Next** to continue.

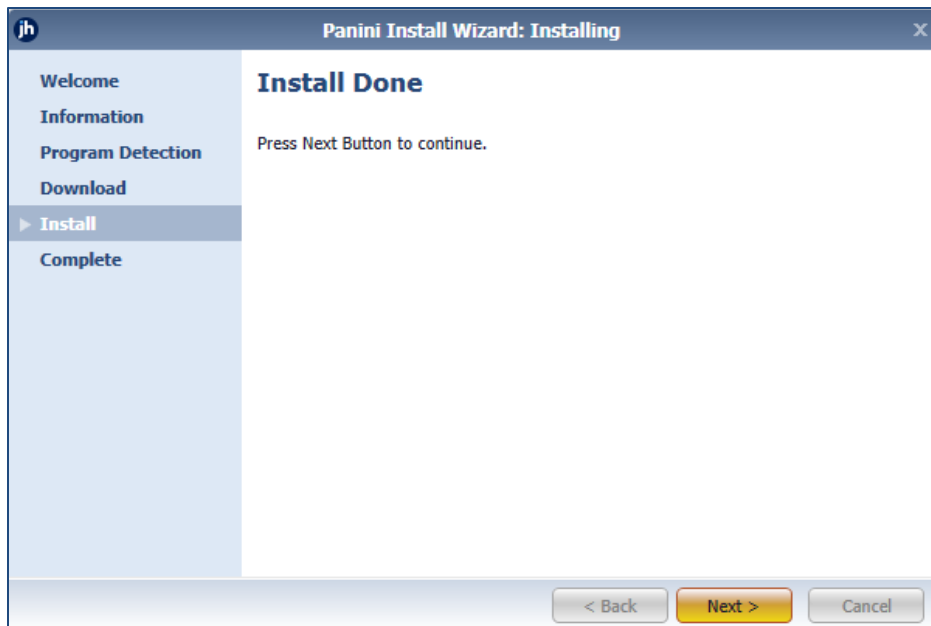


FIGURE 21 – INSTALL DONE

9. With the scanner driver now installed, connect the scanner to your computer, and then click **Finish**. You may now close the *Add/Remove Devices* window and begin scanning.

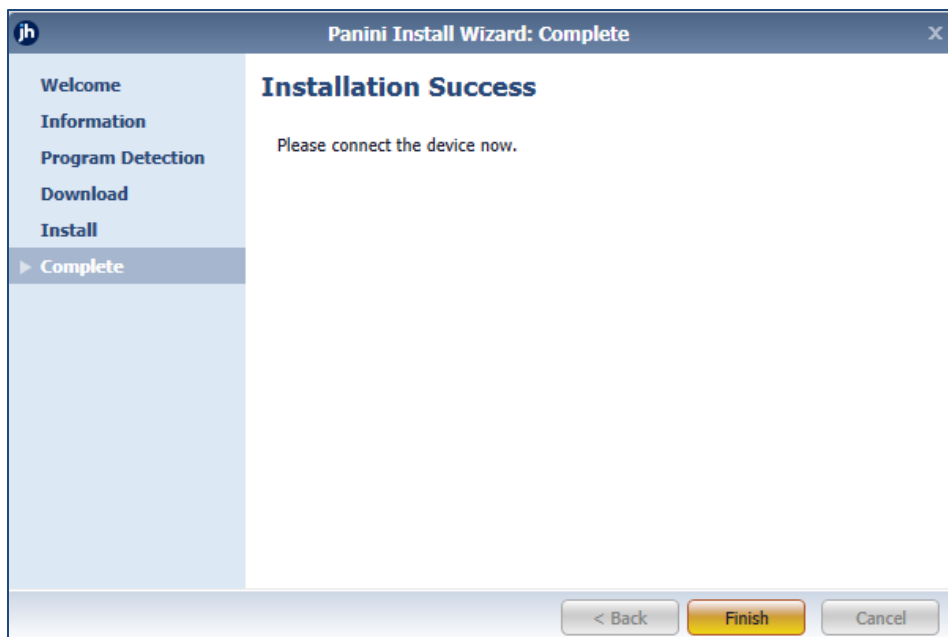


FIGURE 22 – INSTALLATION COMPLETE

10. When you begin making deposits, choose a **Location** for the deposit.

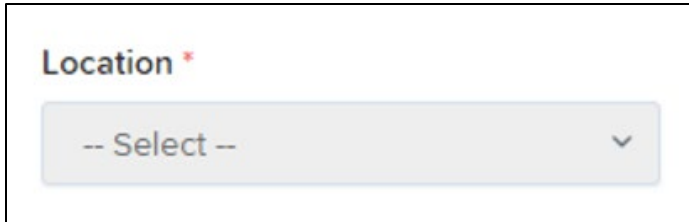
A screenshot of a web form. At the top, the text "Location \*" is displayed in a dark font, with a red asterisk indicating a required field. Below this text is a light gray rectangular dropdown menu. Inside the menu, the text "-- Select --" is centered, and a small downward-pointing chevron icon is located on the right side of the menu.

FIGURE 23 – SELECT A LOCATION

11. Verify that the scanner's serial number is identified in the **Scanner Terminal Number** field. Once connected, you are ready to begin scanning checks.