



Diebold Opteva Loading Procedures

CDS Network ('P' Machines).

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[Diebold Opteva series loading procedures for CDS processing. Instructions for \$20 and \$100 cassette configuration]



CDS Network ('P' Machines)

Replace Cash

1. Open ATM chest
2. Replace Cassettes
3. Close Chest
4. Swipe settlement card
5. Select **"English"**
6. Press Proceed
7. Select **Print Totals**
8. Select **Yes**
9. Select **Adjust Cash**
10. Select **Yes**
11. Select **Replace Cash**
12. Select **D** (\$20s)
13. Enter number of bills (total all cassettes type D) then press **Enter**
14. Select **Yes**
15. Select **Adjust Cash**
16. Select **Yes**
17. Select **Replace Cash**
18. Select **F** (\$100s)
19. Enter number of bills (total all cassettes type F) then press **Enter**
20. Select **Yes**
21. Select **Print Totals**
22. Select **No**
23. Retrieve the receipt
24. Pickup Keyboard and press **Esc**
25. Click **Log on** > **Maintenance mode** to log on then enter **222222**, then press click on either **Monday** or **Friday** to run the proper sequence
26. Follow Screen prompts
27. If/When prompted, insert CD into drive and click **OK**
28. Follow screen prompts
29. If/When prompted, select **Copy and Delete Archive**
30. If /When prompted remove CD from drive and click **OK**
31. The same CD can be used on all machines at site
32. After dispense tests complete and ATM is back in service replace keyboard in holder and Close top

CDS Network ('P' Machines).

Add Cash

1. Open ATM chest
2. Replace Cassettes
3. Close Chest
4. Swipe settlement card
5. Select **"English"**
6. Press Proceed
7. Select **Print Totals**
8. Select **Yes**
9. Select **Adjust Cash**
10. Select **Yes**
11. Select **Add Cash**
12. Select **D** (\$20s)
13. Enter number of bills (total all cassettes type D) then press **Enter**
14. Select **Yes**
15. Select **Adjust Cash**
16. Select **Yes**
17. Select **Add Cash**
18. Select **F** (\$100s)
19. Enter number of bills (total all cassettes type F) then press **Enter**
20. Select **Yes**
21. Select **Print Totals**
22. Select **No**
23. Retrieve the receipt
24. Pickup Keyboard and press **Esc**
25. Click **Log on > Maintenance mode** to log on then enter **000000**, then press Enter
26. Click **Supply > Dispense Test**
27. Click **OK** when tests pass
28. Click **Exit > Exit maintenance**
29. Follow screen prompts
30. After dispense tests complete and ATM is back in service replace keyboard in holder and Close top

CDS Network ('P' Machines). Fault Servicing

1. Pickup Keyboard and press **Esc**
2. Click **L**og on > **M**aintenance mode to log on then enter **000000**, then press Enter
3. Insert CD into CD drive
4. Click **S**tatus **L**ist > **V**iew Status List
5. The Status List will show you what errors have been occurring
6. Correct the error
7. Click **S**upply > **D**ispense Test
8. Click **OK** when tests pass
9. Click **E**xit > **E**xit maintenance
10. Follow screen prompts
11. After dispense tests complete and ATM is back in service replace keyboard in holder and Close top