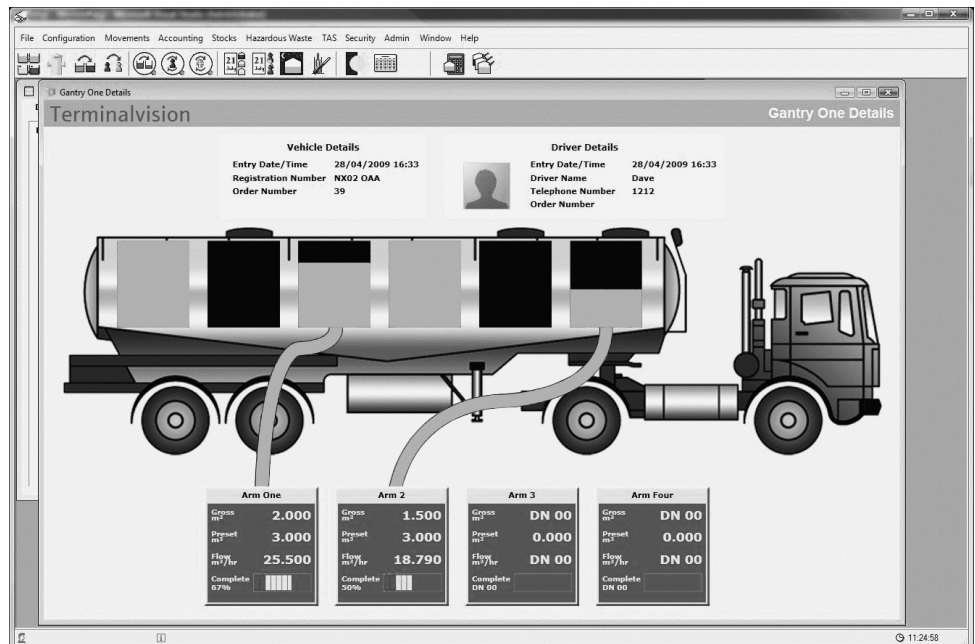
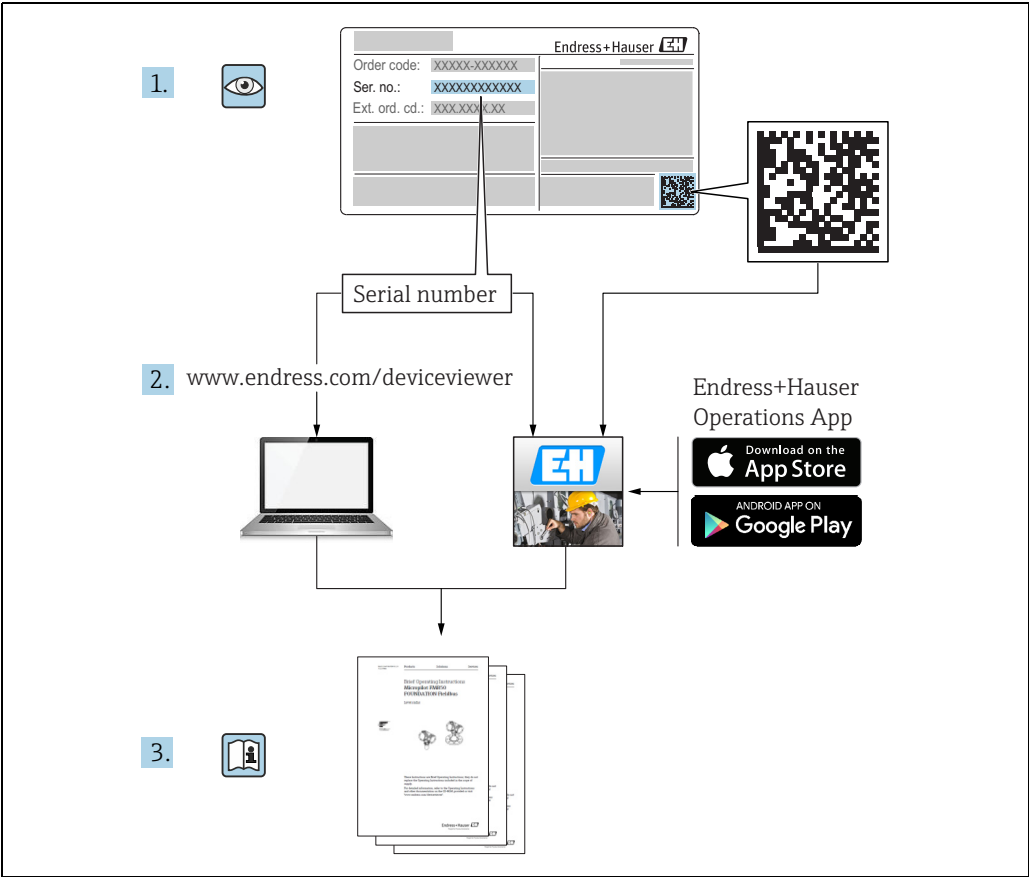


Operating Instructions Terminalvision NXS85

Terminal Management Software
Self-Service Kiosk





A0023555

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1 Document information

1.1 Target audience for this manual

This manual should support during the operation and configuration of Terminalvision. It deals with the operation of and the configuration steps to setup the Self-Service Kiosk of Terminalvision.

It is recommended receiving a training on the system by Endress+Hauser.

1.2 Version history

Document version	Valid for SW version	Changes to the previous version
BA01898G/00/EN/01.18	18.2.3	Initial version
BA01898G/00/EN/02.19	18.2.5	Features implemented: ■ Use sound for card removal ■ Seal numbers enforcement ■ Change start up screen logo

1.3 Document function

1.3.1 Used symbols

Safety symbols

Symbol	Meaning
 A0011189-EN	DANGER! This symbol alerts you to a dangerous situation. Failure to avoid this situation will result in serious or fatal injury.
 A0011190-EN	WARNING! This symbol alerts you to a dangerous situation. Failure to avoid this situation can result in serious or fatal injury.
 A0011191-EN	CAUTION! This symbol alerts you to a dangerous situation. Failure to avoid this situation can result in minor or medium injury.
 A0011192-EN	NOTICE! This symbol contains information on procedures and other facts which do not result in personal injury.

Electrical symbols

Symbol	Meaning
 A0011197	Direct current A terminal to which DC voltage is applied or through which direct current flows.
 A0011198	Alternating current A terminal to which alternating voltage is applied or through which alternating current flows.
 A0011200	Ground connection A grounded terminal which, as far as the operator is concerned, is grounded via a grounding system.

 A0011199	Protective ground connection A terminal which must be connected to ground prior to establishing any other connections.
---	--

Symbols for certain types of information

Symbol	Meaning
 A0011193	Tip Indicates additional information.
 A0011195	Reference to page Refers to the corresponding page number.
1., 2., 3...	Series of steps
 A0018373	Result of a sequence of actions

Symbols in graphics

Symbol	Meaning
1, 2, 3...	Item numbers
1., 2., 3...	Series of steps
A, B, C...	Views
 A0011187	Hazardous area Indicates a hazardous area.
 A0011188	Indicates a non-hazardous location Safe area (non-hazardous area)

1.4 Documentation

1.4.1 Operating instructions

Document number	Instrument	Type of Document
BA01582G/00	Terminalvision	Configuration Guide
BA01580G/00	Terminalvision	Installation
BA01584G/00	Terminalvision	Operation Guide
BA01583G/00	Terminalvision	Weighbridge Configuration and User Guide
BA01897G/00	Terminalvision	Queuing Installation and Operation
BA01898G/00	Terminalvision	Self-Service Kiosk

2 Identification

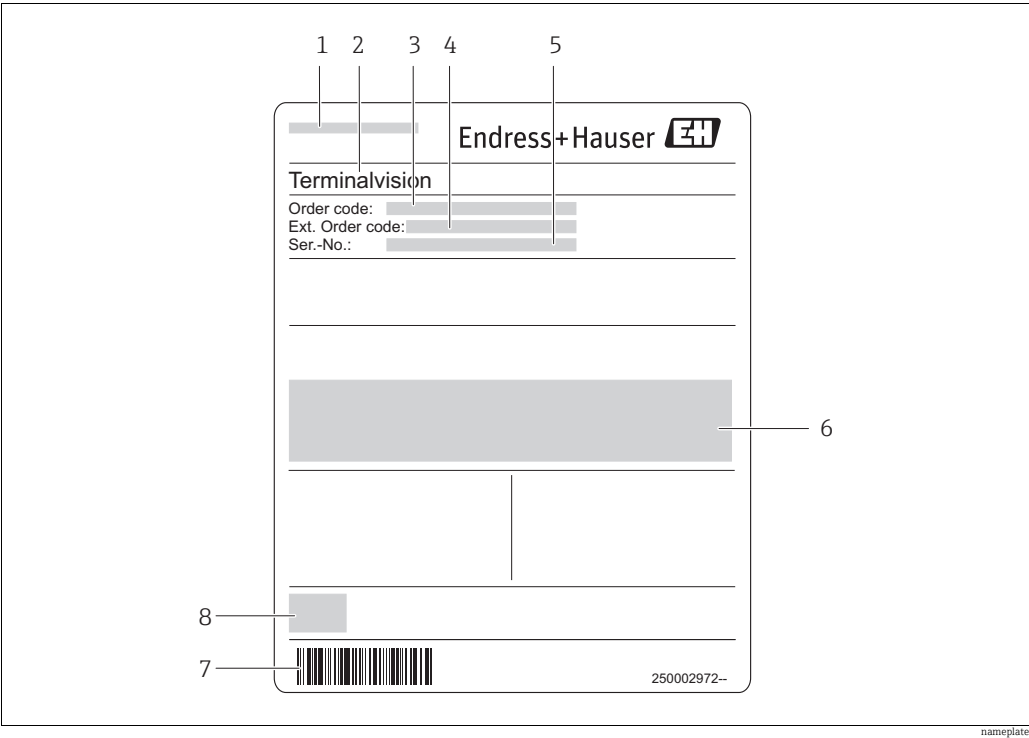
2.1 Product identification

The following options are available for identification of the software:

- Nameplate specifications
- Order code with breakdown of the software features on the delivery note
- Enter serial numbers from nameplates in W@M Device Viewer (www.endress.com/deviceviewer); all information about the software is displayed.

For an overview of the technical documentation provided, enter the serial number from the nameplates in the W@M Device Viewer (www.endress.com/deviceviewer).

2.2 Nameplate



- 1 Address of manufacturer
- 2 Device name
- 3 Order code
- 4 Extended order code (Ext. ord. cd.)
- 5 Serial number (Ser. no.)
- 6 Certificate and approval relevant data
- 7 Barcode
- 8 CE mark

2.3 Order code and device version



To find out the version of your software, enter the order code indicated on the nameplate in the search screen at the following address:

www.products.endress.com/order-ident

2.4 Device documentation

The information required to retrieve the documentation can be found on the nameplate of the device.



Technical documentation can also be downloaded from the Download Area of the Endress+Hauser web site: www.endress.com → Download. However this technical documentation applies to a particular instrument family and is not assigned to a specific device.

2.4.1 W@M Device Viewer

1.

Launch the W@M Device Viewer: www.endress.com/deviceviewer

2.

Enter the serial number (Ser. no.) of the device: see nameplate.

↳ All the associated documentation is displayed.

2.4.2 Endress+Hauser Operations App



The **Endress+Hauser Operations App** is available both for android smart phones (Google Play Store) and for iPhones and iPads (App Store).

Via the serial number:

1.

Launch the **Endress+Hauser Operations App**.

2.

Enter the serial number (Ser. no.) of the device: see nameplate.

↳ All the associated documentation is displayed.

2.5 Registered trademarks

Microsoft®, Windows® and Internet Explorer®
Registered trademarks of the Microsoft Corporation

Modbus™
Modbus is a registered trademark of Schneider Electric USA, Inc.

Java®
Registered trademark of Sun Microsystems, Inc.

Mozilla® Firefox®
Registered trademark of the Mozilla Foundation

Android® and Google Play® are registered trademarks of Google Inc.

iPhone® and iPad® are trademarks of Apple® Inc., registered in the U.S. and other countries.

3 Basic safety instructions

3.1 Requirements for the personnel

The personnel for installation, commissioning, diagnostics and maintenance must fulfill the following requirements:

- Trained, qualified specialists: must have a relevant qualification for this specific function and task
- Are authorized by the plant owner/operator
- Are familiar with federal/national regulations
- Before beginning work, the specialist staff must have read and understood the instructions in the Operating Instructions and supplementary documentation as well as in the certificates (depending on the application)
- Following instructions and basic conditions

The operating personnel must fulfill the following requirements:

- Being instructed and authorized according to the requirements of the task by the facility's owner operator
- Following the instructions in these Operating Instructions

3.2 Designated use

3.2.1 Application

Terminalvision is a terminal management and loading monitoring software designed to meet the requirements of depots and terminals. Interfacing to most vendor devices used for access control, batch controllers, flow computers, and weighbridges, Terminalvision provides a secure and controlled loading and off-loading procedure for all movement types. Terminalvision also enables site control and overview, allowing operators to access details of all gantries, loading arms, vehicles, drivers, and products in use on site.

Terminalvision can be provided as a simple standalone station for small depots, or be configured on larger sites as a full Client/Server system where multiple operator stations are required. Printers can be distributed throughout the system, for example placed within the terminal control room and control rooms for internal reporting, as well as at the exit gate for the automatic printing of BOLs.

3.3 Workplace safety

For work on and with the device:

- Wear the required personal protective equipment according to federal/national regulations.
- Switch off the supply voltage before connecting the device.

3.4 Operational safety

CAUTION

Risk of injury!

- Operate the device in proper technical condition and fail-safe condition only.

The operator is responsible for interference-free operation of the device.

Conversions to the device

Unauthorized modifications to the device are not permitted and can lead to unforeseeable dangers.

- If, despite this, modifications are required, consult with Endress+Hauser.

3.5 Product safety

The device is designed to meet state-of-the-art safety requirements, has been tested and left the factory in a condition in which it is safe to operate. The device complies with the applicable standards and regulations as listed in the EC declaration of conformity and thus complies with the statutory requirements of the EG directives. Endress+Hauser confirms the successful testing of the device by affixing to it the CE mark.

4 Introduction

4.1 Self-Service Kiosk

The Self-Service Kiosk is the main user interface that is utilised by drivers when arriving on site. It allows drivers to identify themselves and their vehicle using a range of methods before allowing drivers to create and select orders.

Drivers can enter order details through a touch screen interface before joining the queue to load their vehicles with the product requested at the gantry.

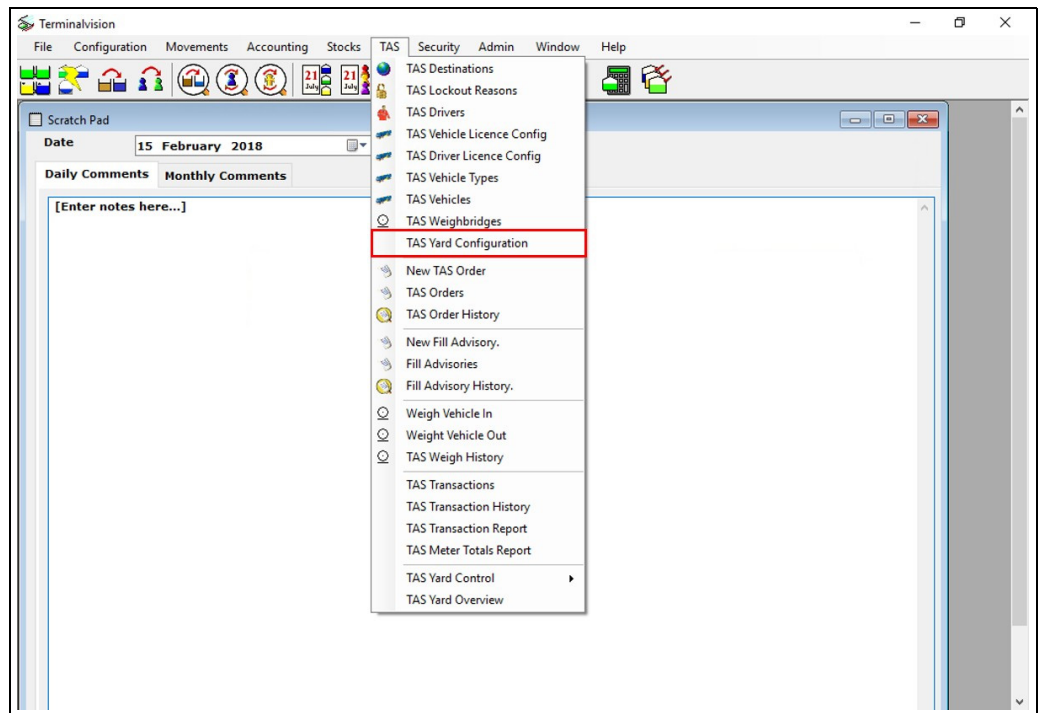
5 Installation

Installation of the Self-Service Kiosk is a vital step to ensuring the kiosk functions correctly. Failure to follow these steps may lead to loss of functionality and downtime.

5.1 Adding a Kiosk in Terminalvision

Prior to installing the kiosk, a TAS Server must be running and set up correctly in order for the kiosk to connect to it.

1. Launch Terminalvision and open **TAS → Yard Configuration**.



Terminalvision_Self_Service_Kiosk_EN_001

2. Select **Site Configuration → Select the desired site → Add Kiosk**.

Tank Farm Automation Configuration

Add Yard Location

Add Loading Bay

Add Loading Island

Add Kiosk

Add Tank

Delete Site

DCC Configuration

Site Configuration

[Default]

SUNENERGY

SUNENERGY

Name

Site Name

SUNENERGY

Site Details

Full Name

SUNENERGY

Address

Town

County

Postcode

Country

Tel No

Fax No

Email

Site Access

24 Hour

☒

Open

00:00

Close

23:59

Cut-Off

23:59

Accounting

Holding Account

OK

Cancel

Apply

Terminalvision_Self_Service_Kiosk_EN_002

3. Fill in the new kiosk details.

The screenshot shows the 'Tank Farm Automation Configuration' window. On the left is a tree view with 'Delete Kiosk' at the top, followed by 'DCC Configuration', 'Site Configuration [Default]', 'SUNENERGY', and 'Entrance Kiosk'. The main area is titled 'Entrance Kiosk' and contains several configuration sections:

- Name:** A text field containing 'Entrance Kiosk'.
- Location Number:** A numeric spinner set to 1.
- Access Level:** A numeric spinner set to 0.
- ACU Settings:**
 - Driver Authentication:** A dropdown menu set to 'Card'.
 - Vehicle Authentication:** A dropdown menu set to 'PIN'.
 - Select Existing Order:** A dropdown menu set to 'Ask'.
- Printer Settings:**
 - Print a slip:** A dropdown menu set to 'Yes'.
 - Fill Advisory Note:** A dropdown menu set to 'Default'.
- Other:**
 - Use sound for card removal:** A dropdown menu set to 'Yes'.
 - Amount of days left till license expiry:** A numeric spinner set to 14.
 - Select File:** A button with a green play icon.

At the bottom right are 'OK', 'Cancel', and 'Apply' buttons.

Terminalvision_Self_Service_Kiosk_EN_003

Field Descriptions

- **Name** – The name of the Kiosk.
- **Location Number** – The location number identifies the Kiosk to the TAS Server.
- **Access Level** – The minimum access level required of the driver/vehicle to use the Kiosk (default is zero).
- **Driver Authentication** – The Authentication mode of the driver, these can be:
 - **None** – No authentication will be performed on the driver.
 - **Card** – The driver will be asked to present their card.
 - **PIN** – The driver will be asked to input their PIN.
 - **Card with fingerprint** – The driver will be asked to present their card and authenticate with a fingerprint stored on the card.
- **Vehicle Authentication** – The Authentication mode of the vehicle, these can be:
 - **None** – No authentication will be performed on the vehicle.
 - **Card** – The driver will be asked to present the vehicle card.
 - **PIN** – The driver will be asked to input the vehicle PIN.
- **Select Existing Order** – Determines which page to send the users on after the authentication process.
 - **Yes** – The user will select from an existing order.
 - **No** – The user will create a new order.
 - **Ask** – The user will be asked whether they would like to create a new order or select an existing order.
- **Print a slip** – Whether the user would like to print:
 - **Yes** – A FAN/QAN will be printed.
 - **No** – Neither FAN nor QAN will be printed.

- **Ask** – The user will be prompted whether they would like a printed FAN/QAN.
 - **Which report to print:**
 - **Fill Advisory Note** – The Fill Advisory Note [FAN] will be printed off.
 - **Queue Advisory Note** – The Queue Advisory Note [QAN] will be printed off.
 - **The printer to use:**
 - **Default** – The system's default printer will be used.
 - **Installed Printer** – The selected installed printer will be used.
 - **Use sound for card removal**
 Whether the user would like a sound played to notify the driver that their card needs to be removed:
 - **Yes** – The selected sound file will be played.
 - **No** – No sound will be played.
 Additionally, the **Play** button will play the selected sound file through the current system's speakers.
 - **Amount of days left till license expiry**
 The Driver Information screen will notify the driver of any licenses that are about to expire in the set amount of days (default is 14).
4. Finally, click **Apply** and **OK** to save your changes.

5.2 Other settings in Terminalvision

Terminalvision has other settings that affects the behaviour of the Kiosk. Some of which are:

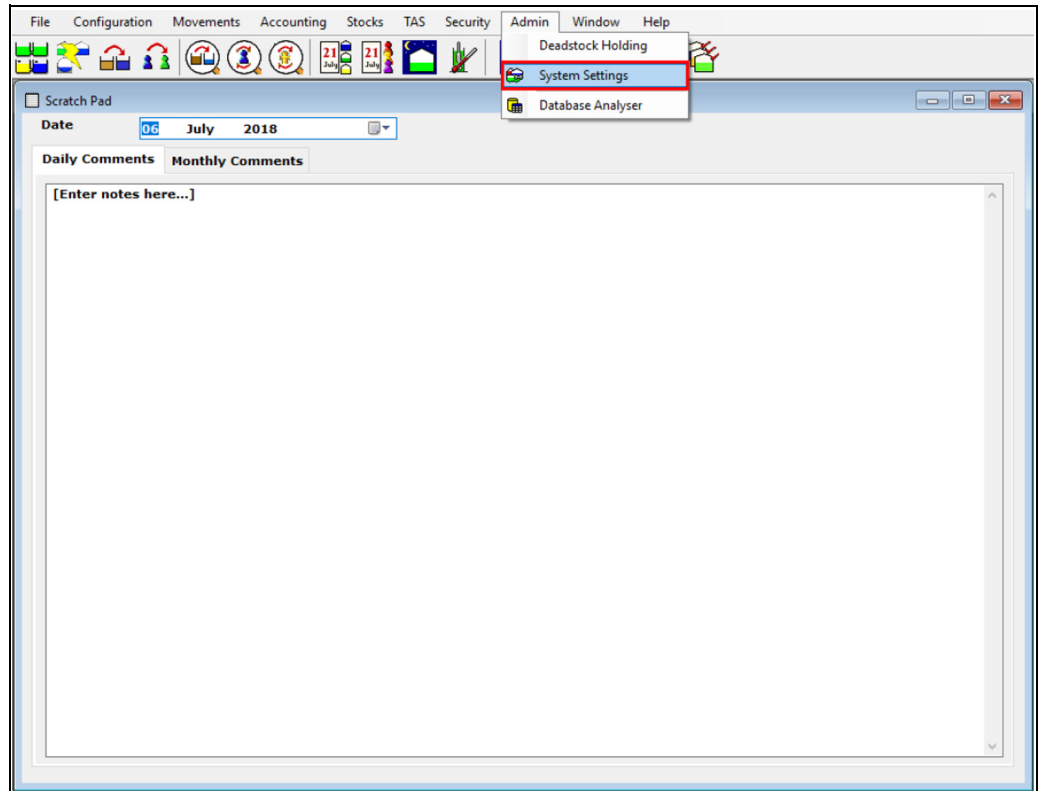
5.2.1 Seal Numbers Enforcement

This setting determines whether the user has the ability to input Seal Numbers/Count or the fields will be hidden from them.

- **Never** - The Create Order screen will never display the Seal Number/Count fields. Nor will any validation be applied to the fields.
- **Optional** - The Create Order screen will display the Seal Number/Count fields. However, it will be at the users discretion whether they populate the field or not. If the fields have been populated, they will be validated at the end.
- **Required** - The Create Order screen will display the Seal Number/Count fields, and they will become mandatory fields. The fields will always be validated.

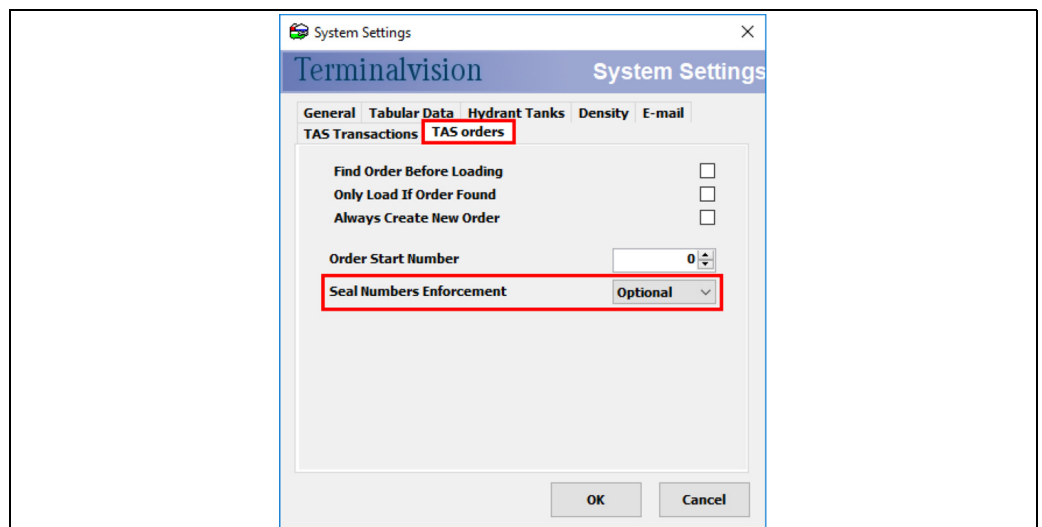
This setting is accessed by:

1. Launch Terminalvision and open **Admin** → **System Settings**.



Terminalvision_SSK_Admin_Section_001

2. Navigate to the TAS Orders tab and select desired option for the setting.



Terminalvision_SSK_Settings_TAS_Orders_001

3. Click **OK** to save the changes made.

5.3 Prerequisites

The following is required prior to initiating the kiosk installation process:

- Touch Screen Computer with Windows 10 Professional installed
- Minimum screen resolution: 1280 x 1024
- 1 x RJ45 Port
- Aspect ratio 4:3

- Disk space 80 GB
- RAM 4 GB
- Processor 2 GHz Dual Core

5.4 Preparing the Kiosk System for Installation

1. Add a local user to the kiosk system (a non-administrator account).
 2. If the languages to be used in the kiosk are NOT Chinese/Japanese, then proceed to the next step. Otherwise, run the InstallLanguages.ps1 script (right click on the file and click **Run with PowerShell**) on the local user account prior to proceeding to the next step.
 3. Copy the kiosk installer on to the local user's desktop.
- i** Failure to follow step 2 (if the language is Chinese/Japanese) will delay the system setup time. MHT must be contacted and will provide further instructions that are situated in their knowledge base.

5.5 Performing the Installation

1. Launch the kiosk installer (input the administrator credentials as needed).
2. Configure the kiosk installer to:
 - TAS Server – Enter details of the TAS server previously set up.
 - Kiosk Number – Enter the Location Number (→ 13) of the kiosk previously set up.
 - Order Quantity Type – Enter the Order Quantity Type that the kiosk needs to use.
 - Primary Language - Select a primary language for the kiosk (displayed on the welcome screen).
 - Secondary Language - Select a secondary language for the kiosk (displayed on the welcome screen).

The screenshot shows the 'Configure TAS Kiosk' window. It contains the following fields and settings:

- TAS Server:**
 - Name: Camelot.sedbury.mht-technology.co.uk
- Kiosk:**
 - Kiosk Number: 1
 - Order Quantity Type: Gross
 - Primary Language: English (United Kingdom)
 - Secondary Language: Thai (Thailand)

Buttons: OK, Cancel

Terminalvision_Self_Service_Kiosk_EN_004

3. Restart the system when prompted.
4. If the site will be utilising a Card Reader/Fingerprint Scanner, the Device Driver must be installed prior to running the application. Please refer to section on Installing the Card Reader/Fingerprint Scanner (→ 17).

5.6 Running the Kiosk

After the kiosk has completed installation and a system reboot has been performed, the kiosk application will be automatically launched when the local non-administrator user account is logged on.

5.7 Installing the Card Reader/Fingerprint Scanner

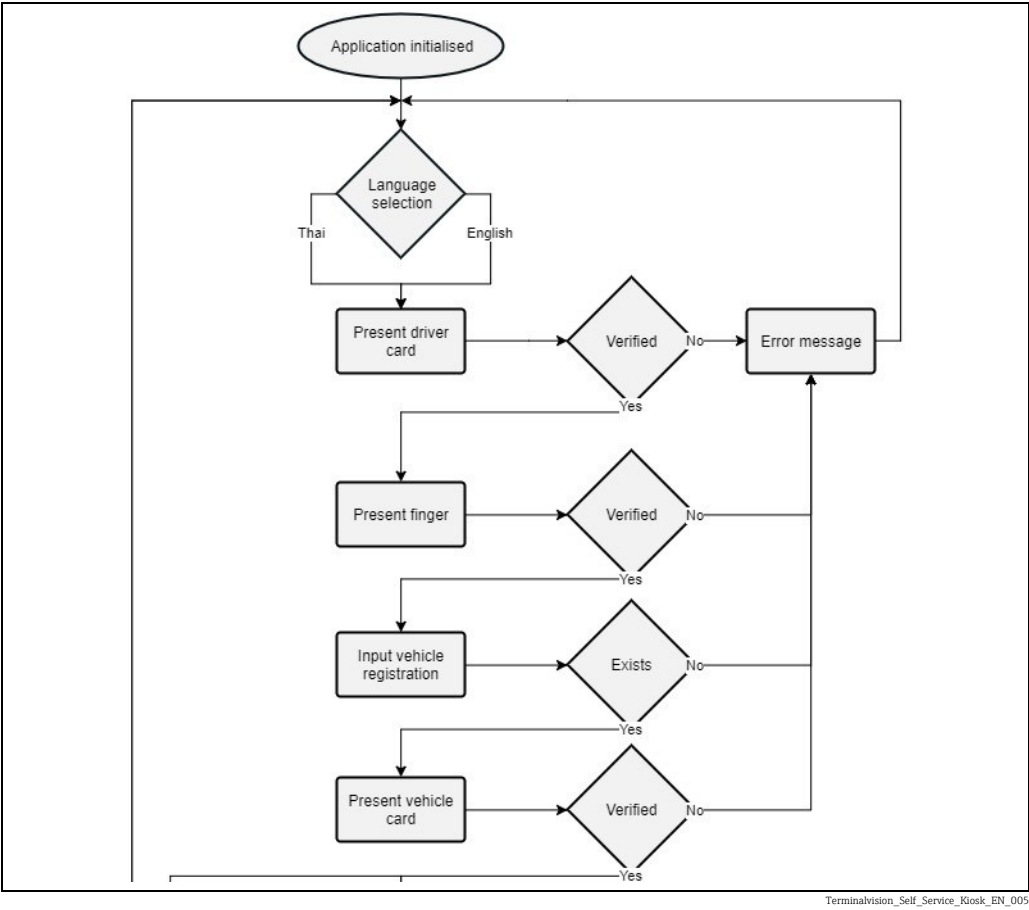
If the site is utilising a Card Reader/Fingerprint Scanner, the appropriate device driver must be installed on the administrator's account. The manufacturer's instructions for the device should be consulted, this information is outside the scope of this manual.

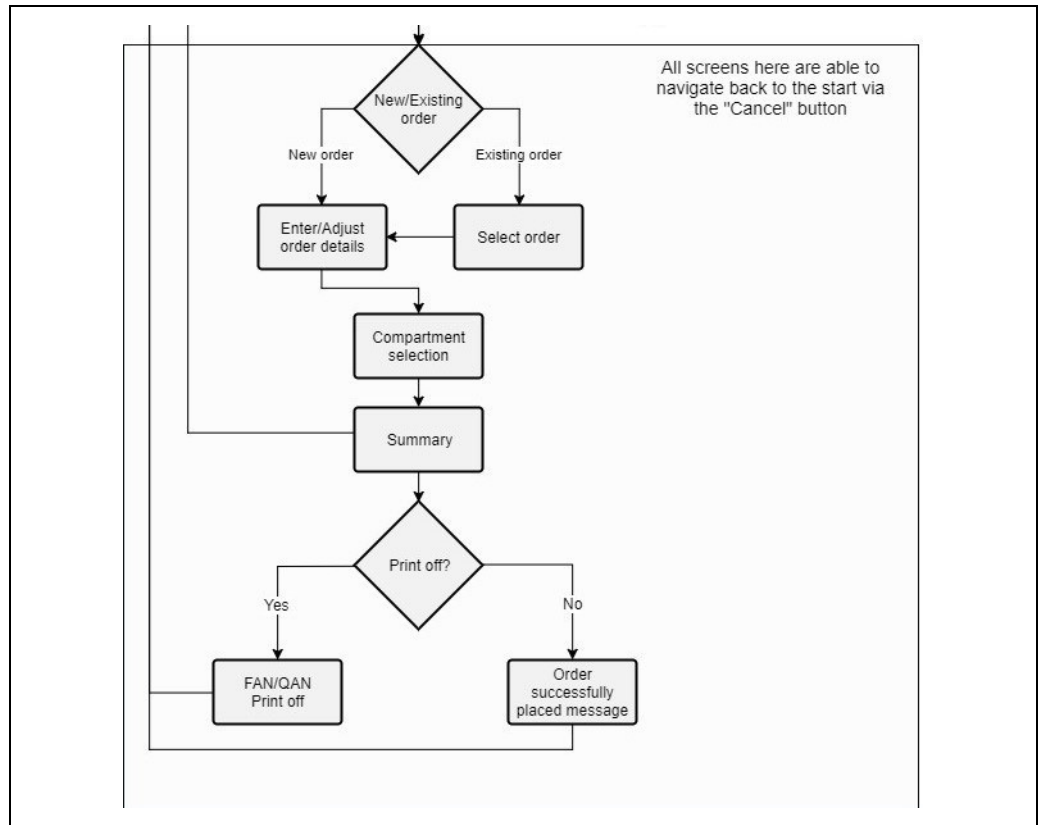


Once the Device Driver has been installed, a system reboot is required to ensure the installation has completed.

6 Kiosk Screens

6.1 Kiosk Screens Work Flow

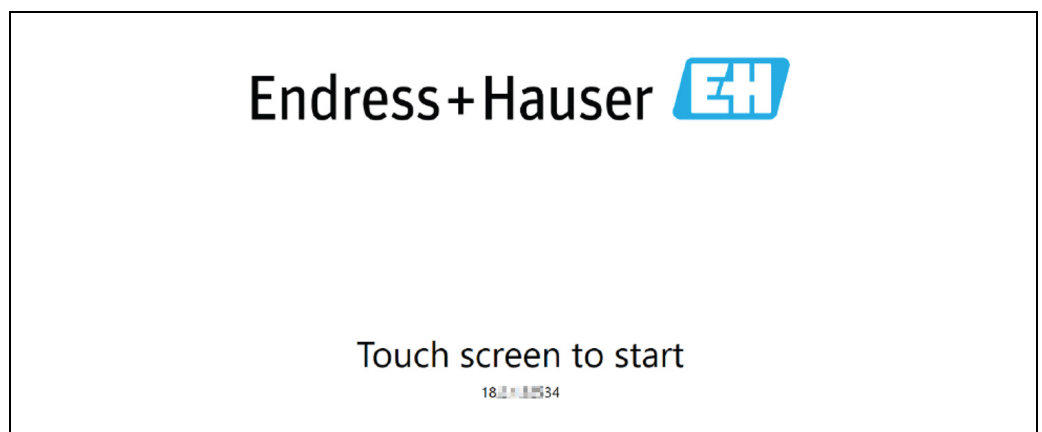




Terminalvision_Self_Service_Kiosk_EN_006

6.2 Start up

Upon starting the application, the user will be greeted with a start up screen. The user will be required to press anywhere on the touch screen to begin.



Terminalvision_SSK_EH_StartUpScreen_001



The Kiosk version number is shown at the bottom of the screen for support purposes.

6.3 Welcome/Language Selection

Upon starting the application, the user will be greeted with a language selection screen. The user can use the touch screen to select a language. The remaining kiosk screens will be displayed with text written in their chosen language and the on-screen keyboard will reflect this.



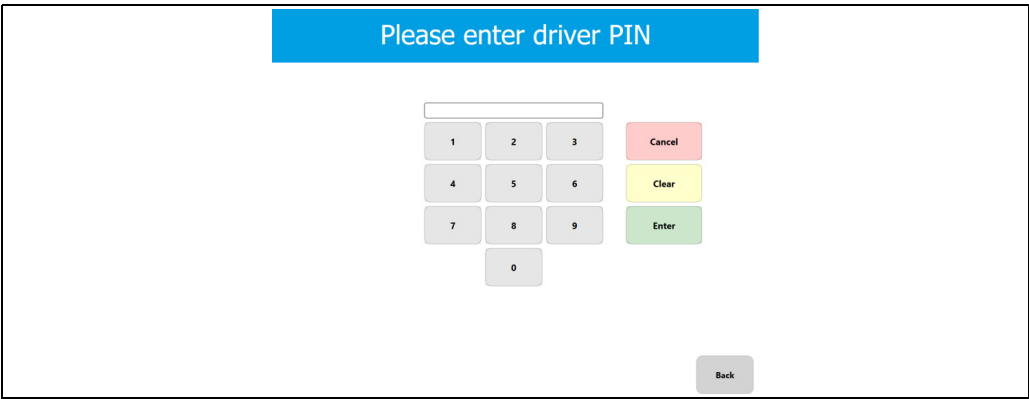
6.4 Driver and Vehicle Authentication

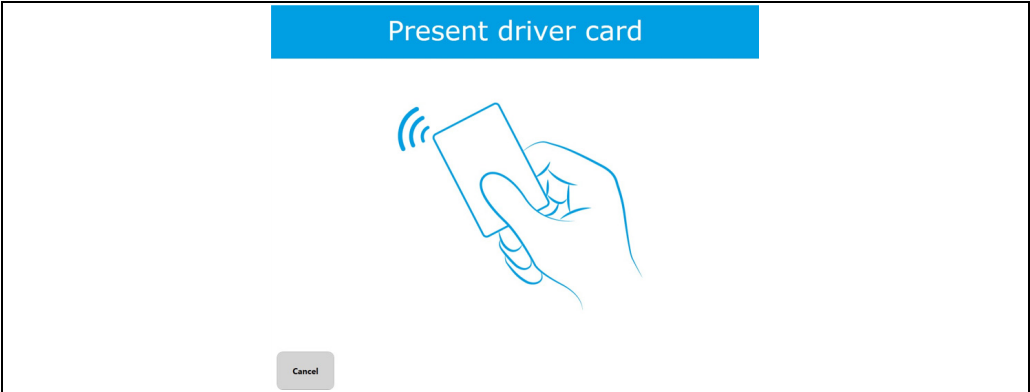
The user will need to pass the authentication process before creating/selecting an order. The authentication process is configured upon setting up the system.

Depending on the configuration of the system, the user will be required to present either or a combination of: a card (driver/vehicle), their finger (driver), input a PIN number (driver/vehicle) or input the vehicle registration. Once each of these authentication steps have been verified, they will move onto the next authentication step. If an authentication step fails to verify the user, the process will terminate and the user will be informed via an on-screen message.

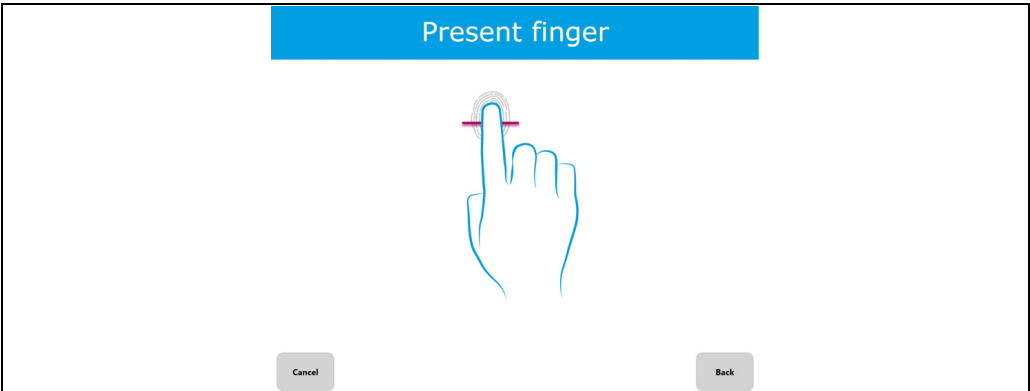
If the user is required to present their Card (due to the Kiosk configuration), they will be sent to the Card Removal screen once the Kiosk has processed it. The Card Removal screen notifies the user that they must remove their card from the card reader before they may progress onto the next screen. The screen may also play a user selected sound file through the Kiosk’s speakers, depending on the configuration of the Kiosk (→ 11).

Additionally, once the driver has been authenticated, the user will be sent to the driver information screen. This screen displays the: driver’s name, carriers assigned to the driver, and licenses that are about to expire within a configurable amount of days/have already expired.

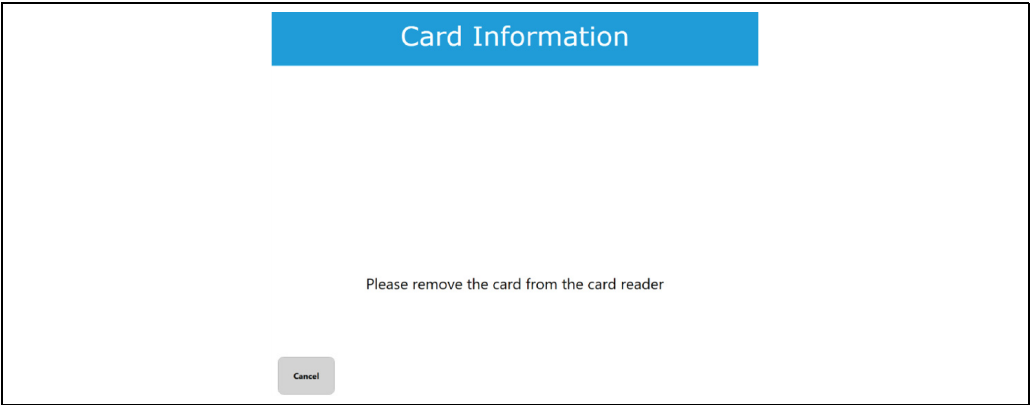




Terminalvision_Self_Service_Kiosk_EN_008



Terminalvision_Self_Service_Kiosk_EN_009



Terminalvision_SSK_Remove_Card_001

Driver Information

Name

Carriers

Fred White

Sun Energy

Name	Your license will expire in
Driving Licence	0 Day(s)
Hazardous Goods Licence	7 Day(s)

Cancel

Next

Terminalvision_SSK_Driver_Info_001

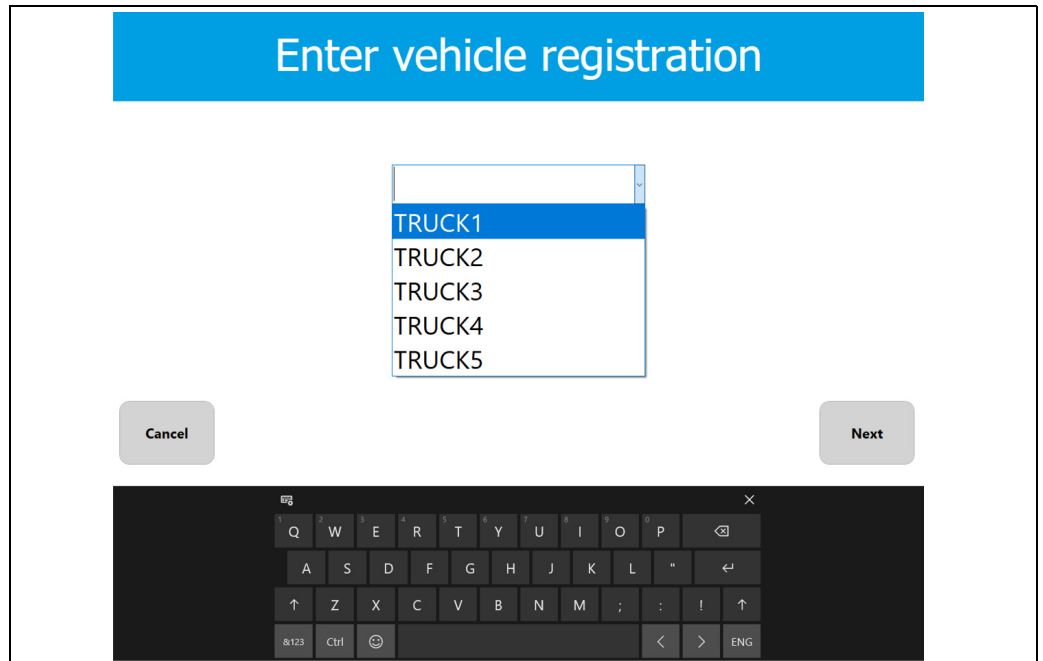
Card reader error

Failure to present valid fingerprint

Please contact an operator for further assistance

Cancel

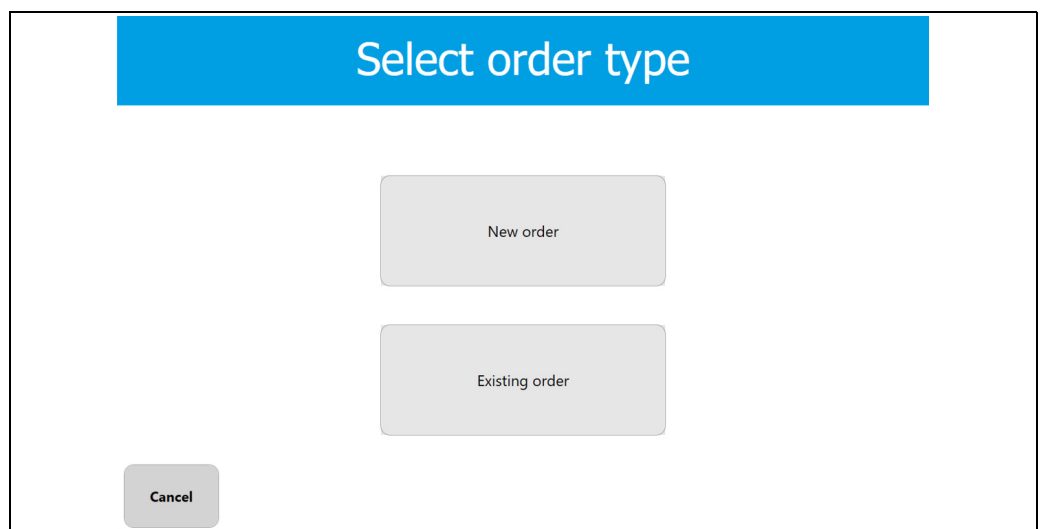
Terminalvision_SSK_CardReadError_001



Terminalvision_Self_Service_Kiosk_EN_012

6.5 Select Order

After the authentication steps have been completed, the user will be presented with either a **Select Order Type** screen, **Select Existing Order** screen, or **Create New Order** screen (depending on configuration of the kiosk server). This screen will give the user a choice of whether to create a new order or select from an existing order present on the system.



Terminalvision_Self_Service_Kiosk_EN_013

6.6 Create New Order

The **Create Order** screen presents the user with data input fields required to create a new order. The user will be required to fill in all shown fields (**Reference number/Comment** are optional).

Supplier, Customer and **Destination** are searchable fields. This means that once the user begins to input data, the field automatically suggests the closest list entry(s) to their input, allowing the user to select the desired value.

However, if more than one order is required, the user can fill in the fields then select **Add another order** which will add it to a list of orders, then repeat the process until they have entered all the orders they are due to collect.

Depending on the configuration of the system, the **Create Order** screen may have the following fields:

- **Seal Number** - The unique identifier for the compartment seal. This is only visible if the **Seal Numbers Enforcement** on **System Settings** (→ 14) has been set to **Optional** or **Required**.
- **Seal Count** - The number of seals needed (1 to 20). The visibility of this field is also determined by the above.
- **Carriers** - The carrier that will be used for the order. This field is only visible if the driver and vehicle has more than one carrier assigned to them. However, if there is only one carrier that matches both the driver and vehicle, then that carrier will be assigned to the order - meaning no carrier selection drop down will be visible.

The screenshot shows the 'Create order' interface. It features a blue header with the text 'Create order'. Below this, there are two columns of input fields. The left column contains: 'Reference' (text input), 'Supplier' (dropdown menu), 'Customer' (dropdown menu), 'Destination' (dropdown menu), 'Carrier' (dropdown menu), and 'Seal Number' (text input). The right column contains: 'Comments' (text area) and 'Seal Count' (text input). At the bottom of the form, there are five buttons: 'Cancel', 'Back', a button with a keyboard icon, 'Add another order', and 'Next'. A virtual keyboard is overlaid at the bottom of the screen.

Terminalvision_SSK_CreateOrder_001

6.7 Add Another Order

The user is able to add further orders by pressing the **Add another order** button. This will save their current order details and prepare a new form ready to fill in with more details. Once finished the user can progress onto the next screen using the **Next** button.

Create order

Reference

Supplier

Customer

Destination

Carrier

Seal Number

Comments

Seal Count

Cancel

Back

Add another order

Next

Terminalvision_SSK_CreateOrder_001

6.8 Select Existing Order

The user is presented with this screen if they previously have selected **Select existing order** from the order screen. This allows the user to select an existing pre-order or open order. Results can be narrowed down by using the filtering fields for either **Order Number**, **Supplier**, or both if desired. Once the order has been selected, the user will proceed onto the order details screen where they can adjust or confirm the details.

Select Order

19

owner

Order Number

19

Supplier

OWNER

Cancel

Back

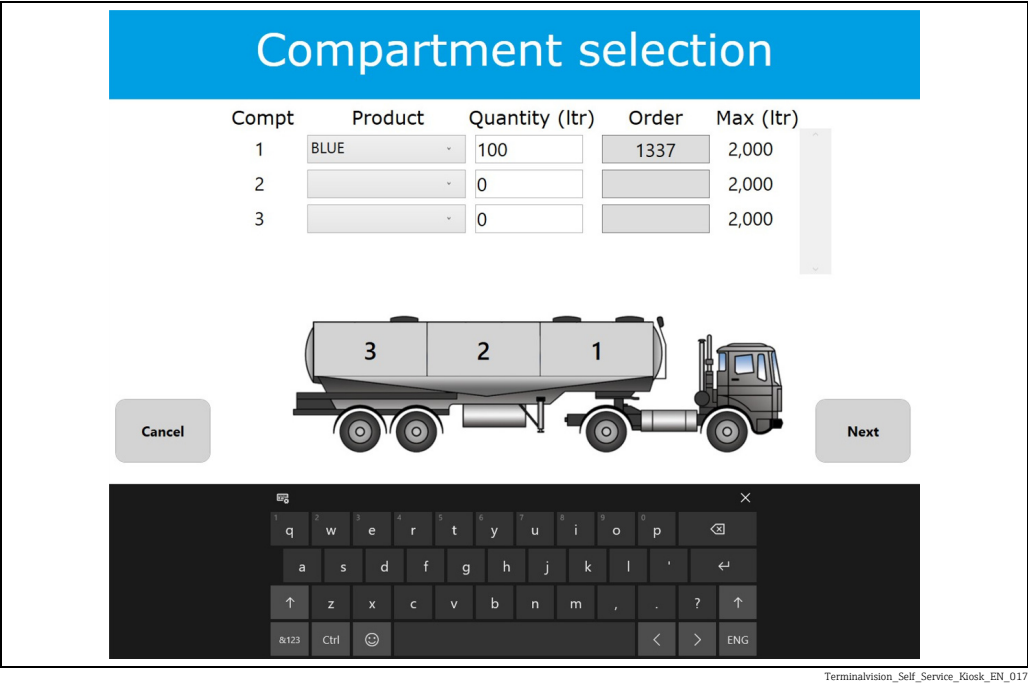
Next

Terminalvision_Self_Service_Kiosk_EN_016

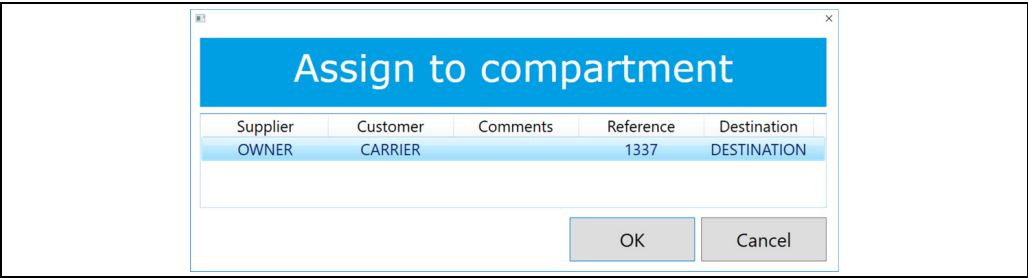
6.9 Compartment Selection

After the order details are specified, users are presented with the **Compartment selection** screen. This screen lists all the compartments configured on the vehicle. The user is able to select the product, enter the quantity, and assign an order to a compartment as required. If a pre-order has been selected prior to this screen, then the compartment order quantity will be deducted from the pre-order quantity. All the previously specified orders are available for assignment to the compartment(s).
The user assigns order(s) to compartments by clicking on the **Order** button of the compartment, which opens the **Assign to compartment** dialog, allowing them to select an order from the list. Compartments that have been assigned an order number display the customer reference number on the button. Compartment order details may be cleared at any time by simply pressing the **X** button.

 All newly created orders must be assigned to at least one compartment.



Terminalvision_Self_Service_Kiosk_EN_017



Terminalvision_Self_Service_Kiosk_EN_018

6.10 Summary

The summary screen shows the completed order information. If a correction is necessary press the **Back** button to return to edit the details, otherwise press **Finish** to confirm them:

- Driver name
- Vehicle Registration Number
- Order number
- Reference number
- Compartments and the products/quantities within them
- Totals of each product
- Supplier
- Customer
- Destination

Once the user has confirmed the order details they will be sent to the final screen.

New order summary page

Orders1337

SuppliersOWNER

CustomersCARRIER

DestinationsDESTINATION

VehicleTRUCK1

DriverBARRY

Compartment	Product	Amount
1	BLUE	100
2		0
3		0

Product	Compt	Total
BLUE	1	100
	2	
	3	

Cancel

Back

Finish

Terminalvision_Self_Service_Kiosk_EN_019

6.11 FAN/QAN Print Off

Display of this screen confirms that the order has been placed successfully and if queuing is being used, that the order(s) assigned to the vehicle have been placed in the queue.

Would you like a print off?

Yes

No

Terminalvision_Self_Service_Kiosk_EN_020

The user should wait until the QAN/FAN is printed out by the kiosk.

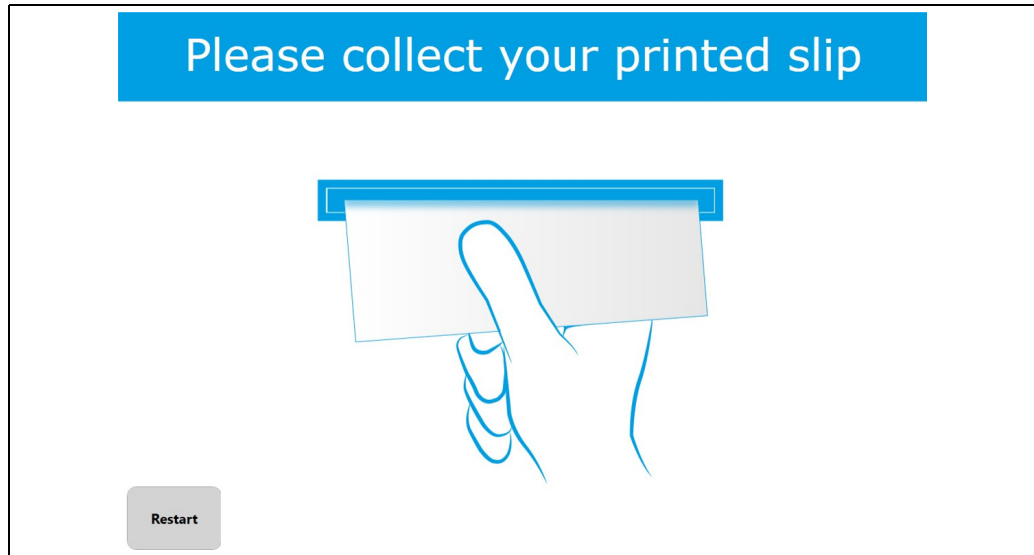
This screen has a 30 second time-out period in case the user has not pressed **Restart**, in which case the kiosk will revert back to the start (**Welcome/Language Selection** screen).



The system can be configured to:

1. Prompt the user to print a QAN/FAN.
2. Automatically print a QAN/FAN.
3. Complete the order configuration without printing a QAN/FAN.

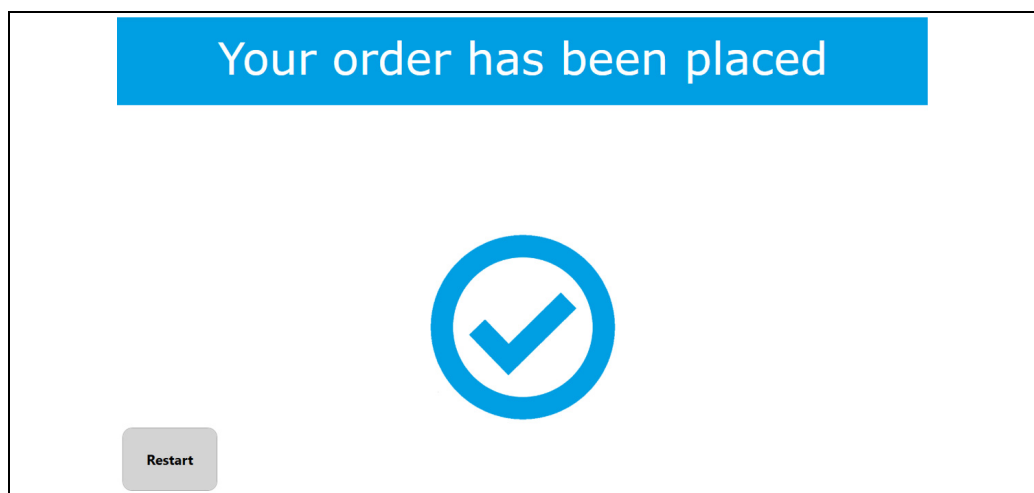
For configuration options, → 13.



Terminalvision_Self_Service_Kiosk_EN_021

6.12 No Print Off

This screen is displayed if the kiosk has been configured not to print or the user has selected that they would not like a print off. This provides confirmation that the order has been placed successfully, rather than sending the user directly back to the Welcome screen. The screen will have a 30 second time-out before they are returned to the **Welcome/Language Selection** screen ready for the next user.



Terminalvision_Self_Service_Kiosk_EN_022

7 Maintenance and Troubleshooting

7.1 Reconfiguring the Kiosk

A reconfiguration of the kiosk may be required if any changes have been made to the TAS Server that would stop the kiosk from using the TAS Server. In order to reconfigure the kiosk the following steps must be performed:

1. Login to the administrator account.
2. Open command prompt.
3. Type `cd "C:\Program Files\Tank Farm Automation\Kiosk"`.
4. Then type `"TAS.Kiosk.exe -c"`.
5. Change the kiosk configuration as required.

7.2 Event Logs

TFA Event Log Viewer can be used to view all the events that occur whilst the kiosk is in operation. This can be especially useful for determining the root cause of an issue should one arise. The Event Log Viewer is found on the TAS Server system as part of the TAS installation. To open **TFA Event Log Viewer** open the **Start Menu** and navigate to **Endress+Hauser → TFA Event Log Viewer**.

7.3 Exiting the Kiosk Application

In order to exit the kiosk application, a keyboard must be attached to the kiosk system before the user has any control outside of the application. The user will then have the ability to Ctrl + Alt + Del out of the application, then select switch user/sign out to leave the application and return to the login screen.

7.4 Changing the Start Up Screen Logo

The **Start Up Screen** logo can be changed with a few simple steps:

1. Ensure that the new chosen logo is no larger than 2900 px x 2900 px and is a **.png** image type
2. Open file explorer and navigate to *C:\Program Files\Tank Farm Automation\Kiosk\Graphics*
3. Finally, place the new logo in this folder with a name of **MainLogo.png**

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