



# ThermoWorks

## Saf-T-Log Paperless HACCP Thermometer



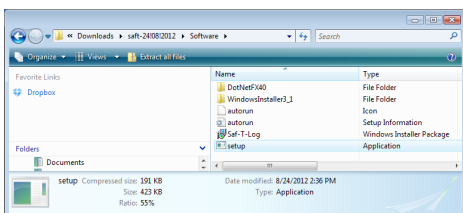
Quick Start Guide

## QUICK START GUIDE FOR SAF-T-LOG PAPERLESS HACCP THERMOMETER

- Remove old versions of Saf-T-Log software prior to installing new version (your data files will not be removed or lost).
- Install the software by following on-screen instructions BEFORE connecting the Saf-T-Log instrument to the PC (see below for more information).

### PC SOFTWARE INSTALLATION

- Please check for software updates at [www.thermoworks.com/software](http://www.thermoworks.com/software) before installing. A newer version maybe available.
- Place the CD in the CD drive. The CD will autorun. If it does not, click 'Start', 'Run...' and browse to the CD drive and click 'Setup.exe'



or double click the 'My Computer' icon on the Desktop and double click the CD drive.

- Saf-T-Log Software requires Microsoft .Net Framework to be installed on the PC. Some PC's will already have this installed but if not it will be installed from the CD. Click the 'Accept' button in the 'Microsoft License window'. (This may take a few minutes to install). When installed, the Saf-T-Log software installation will resume.
- The program files will be installed by default to... "C:\Program Files\ThermoWorks Inc\ Saf-T-Log\" (Recommended). The 'Browse' button can be used to install to an alternate location (Advanced Users). The 'Disk Cost' button will show the space on available drives and the amount required.
- The software may be installed for the current user or all users of the PC. The default installation is 'Everyone'. Select the alternate button for 'Just me' (Advanced Users).
- The final installation dialog box gives a last opportunity to go back and revise the installation settings. Click the 'Next' button to install the software. A moving bar will show the installation progress.
- Click the 'Close' button to exit the installation procedure.
- An Icon for the Saf-T-Log software will be placed on the desktop. Saf-T-Log and Help shortcuts will be placed in 'Start' - 'Programs'- 'ThermoWorks Inc' - 'Saf-T-Log'.

### CREATING A CHECKLIST

- Open the Saf-T-Log software by clicking on the desktop icon.
- Click the 'New Checklist' button.
- Type in the items [a list of the items to be measured and Yes/No questions to be answered] and adjust the alarm limits if required, and the users [a list of staff].
- Add temperature and Yes/No corrective actions if required.

- Add your custom information to the report layout in the 'Format Report' tab.
- Click the 'Settings' button to select the directory to save reports to, set the default date format, temperature units and time zone.
- Save the Checklist.
- Connect a Saf-T-Log instrument to the PC via the supplied USB cable and click the 'Send Checklist to Saf-T-Log' button.
- The date and time within the Saf-T-Log instrument will be set to match the date and time of the PC it is connected to.

## **RECORDING TEMPERATURES USING THE SAF-T-LOG INSTRUMENT**

- Plug a type K thermocouple probe into the socket at the top of the instrument (ensure '+' on plug matches '+' on instrument).
- Turn the instrument on by pressing the 'ON/OFF' (Backlight) button.
- Select the item to be measured by pressing the Up (▲) or Down (▼) buttons.
- The actual temperature of the probe is displayed by the large digits at the bottom of the display. The Hi and Lo limits are shown at the top of the display. If the temperature is within these limits the PASS icon will be illuminated. If not the FAIL icon will flash.
- Press the 'REC' button to record the user, item, temperature, date and time, PASS/FAIL status and a corrective action where applicable.
- To turn the instrument off press and hold the 'ON/OFF' (Backlight) button for approximately 3 seconds or until the display goes blank.

## **CHANGING THE USER ON THE SAF-T-LOG INSTRUMENT**

- Turn the instrument on by pressing the 'ON/OFF' (Backlight) button.
- Press the Up (▲) and Down (▼) buttons simultaneously to enter the Instrument Menu and scrolling to the option 'Change User'.
- Select the user by pressing the Up (▲) or Down (▼) buttons.
- Save the user by pressing the 'REC' button and then again to exit the menu.

## **DOWNLOADING THE RECORDED READINGS**

- Connect a Saf-T-Log instrument to the PC via a USB cable and a 'Sync' window will pop up automatically on the PC screen.
- The 'Sync' window will display a summary of the data in the Saf-T-Log instrument while it downloads the data and automatically stores it onto the hard-drive of the PC in the directory that was selected in the 'Settings' window.
- An 'Add Notes' window will pop up showing all the readings that were downloaded. This allows the user to add notes against individual readings or a footnote for the whole file.
- Close the 'Add Notes' window and the Saf-T-Log instrument can be unplugged, ready to use again.
- Should the user require a different checklist on the instrument, click the 'Choose New Checklist to send to Saf-T-Log' button.

## BACKLIGHT

- With the instrument switched on, press the 'Backlight' button.
- The backlight will automatically turn off after 20 seconds.

## BATTERY REPLACEMENT

- Replace the batteries (3 x AAA) when the battery symbol in the display shows empty.
- After the new batteries are fitted the instrument must be connected to a computer to configure the time and date.
- The user will be asked to select a checklist to use for the configuration.

## VIEW CURRENT USER, CHECKLIST, DATE AND TIME ON SAF-T-LOG INSTRUMENT

- Pressing and holding the 'ON/OFF' (Backlight) button for 3 seconds at start up shows the date/time, user, checklist and Saf-T-Log device name that is currently stored on the Saf-T-Log instrument.

## INSTRUMENT MENU

- To enter press and hold the Up (▲) and Down (▼) arrows simultaneously.
- Scroll to view saved readings, change user, view date/time, firmware version, instrument name, checklist name, calibration info, TRIM value and change the Auto-off.

## CHANGING SAF-T-LOG TEMPERATURE UNITS (°F/°C)

The Saf-T-Log device will display temperature (°F/°C) in the scale that was chosen in the Checklist setup 'Format Reports' tab. To change display units:

- Open Saf-T-Log software
- Open checklist to be sent to Saf-T-Log by selecting 'Open Checklist'
- Select 'Format Report' tab
- Select 'Reading (°F)' or 'Reading (°C)'
- Save checklist
- Select 'Send Checklist to Saf-T-Log' to send checklist with desired temperature units selected.

## CALIBRATION

	32°F (0°C)	1832°F (1000°C)
Test Temperature		
Instrument Indication		

serial no. \_\_\_\_\_

calibrated by \_\_\_\_\_ date \_\_\_\_\_

This instrument has been checked or calibrated against reference instrument(s) calibrated by a UKAS Accredited Calibration Laboratory, which are traceable, via International Agreement, to all major National Standards, including NIST.



# ThermoWorks

1762 W. 20 S. #100, Lindon, UT 84042  
Ph: 801-756-7705 Fax: 801-756-8948  
www.thermoworks.com