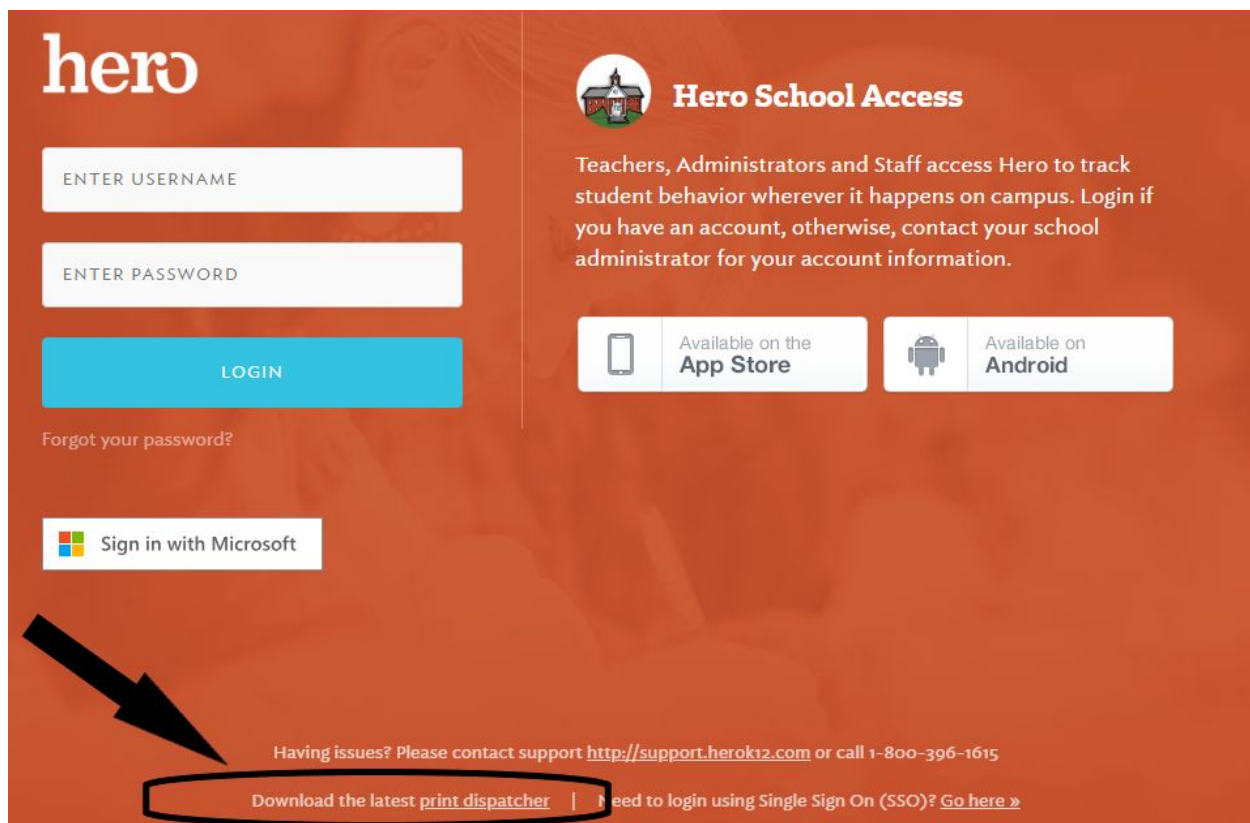


Installation of the PT1000 Pass Printer

Step 1: Unbox the PT1000 printer and plug in to power and use the USB printer cable to connect to your Windows computer. Load a roll of pass printer paper with the pass paper being fed from the top of the roll instead of underneath. Ensure printer is powered on.

Step 2: Click [here](#) to download a zipped file with the drivers or download from our login page - <https://access.heropowered.com/school/login>



The image shows the Hero School Access login page. On the left, there is a login form with fields for 'ENTER USERNAME' and 'ENTER PASSWORD', a blue 'LOGIN' button, a link for 'Forgot your password?', and a 'Sign in with Microsoft' button. On the right, there is a section titled 'Hero School Access' with a school icon, a description of the system, and buttons for 'Available on the App Store' and 'Available on Android'. At the bottom, there is a footer with support information and a link to 'Download the latest print dispatcher', which is circled and pointed to by a large black arrow.

hero

ENTER USERNAME

ENTER PASSWORD

LOGIN

Forgot your password?

Sign in with Microsoft

Hero School Access

Teachers, Administrators and Staff access Hero to track student behavior wherever it happens on campus. Login if you have an account, otherwise, contact your school administrator for your account information.

Available on the App Store

Available on Android

Having issues? Please contact support <http://support.herok12.com> or call 1-800-396-1615

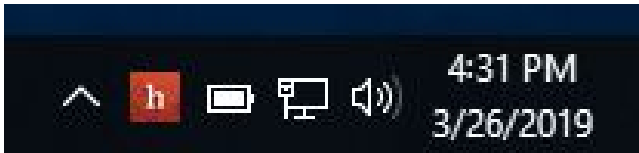
[Download the latest print dispatcher](#) | Need to login using Single Sign On (SSO)? [Go here »](#)

Step 3: Ensure the PT1000 Printer is powered on and run the Printer Drivers.exe file, accepting the terms and choosing all the default options.

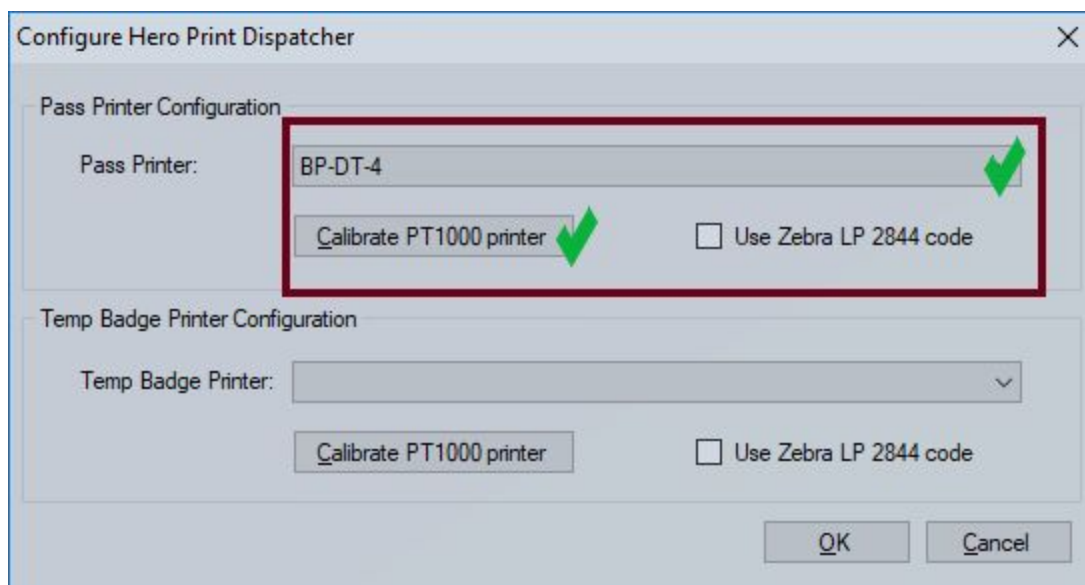
Technical Note: The Print Dispatcher has to be installed per each Windows USER PROFILE for each user that logs into Hero and plans on printing passes

Step 4: Next run the *PrintDispatcher.Setup.msi* file accepting the terms and choosing all the default options.

Step 5: After installing the Print Dispatcher, configure the print dispatcher by clicking on the Red “H” icon on the taskbar.



Step 6: Click on the configure button to open up the printer pass configuration window. Use the drop down to select the Pass Printer and Click on the Calibrate PT1000 printer button to calibrate the printer and ensure that the passes are centered when printed.



For additional assistance, please contact our support team

Email: support@herok12.com

Chat: [Live Chat](#)

Phone: (800)396-1615