SAF-T-LOG®
HACCP RECORDING THERMOMETER



Quick Start Guide

QUICK START GUIDE

- 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 FOR THIS INSTRUMENT

- Install Saf-T-Log Software which can be downloaded free from etiltd.com/downloads. For further queries, please contact our technical sales on 01903 202151 or technical@etiltd.com
- The program files will be installed by default to... 'C:\Program Files\ETI Ltd\ 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 final installation dialogue 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' - 'ETI Ltd' - 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 user names.
- Type in the items [a list of the items to be measured], adjust the alarm limits if
- required and the users [a list of staff].
  Type in any optional corrective actions [a list of actions that could be implemented In the case of a failed reading].
- 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 a USB lead and click the Send
- Checklist to Saf-T-Log button. The 'choose checklist to use' window will pop up which will allow you to add a single or multiple checklist to be sent to the Saf-T-Log. For more information on multiple checklists, please refer to the full instructions.
- 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.

TURNING THE INSTRUMENT ON/OFF

- Turn the instrument on by pressing the ON/OFF (Backlight) button.
- To turn the instrument off press and hold the ON/OFF (Backlight) button for approximately 3 seconds or until the display goes blank.

RECORDING TEMPERATURES

- 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 and PASS/FAIL status and (if included) the device will prompt to select a corrective action.

RECORDING YES/NO ITEMS

- Select the YES/NO item to be measured by pressing the up (▲) or down (▼) buttons ('Yes' or 'No' is displayed in the top left corner of the display.
- Press the REC button to show 'Yes' or 'No' in the large digits of the display. Use the up (▲) or down (▼) button to select the required answer.
- Press the REC button again to record the selection and (if included) the device will prompt to select corrective action.

CHANGING THE USER

- Press the up (▲) and down (▼) buttons together to enter the instrument menu.
- Use the up (▲) or down (▼) buttons to select 'Change User' and press record.
- Select the new user by pressing the up (▲) or down (▼) buttons.
- Save the user by pressing the REC button. Press the REC button to exit the menu.

DOWNLOADING RECORDED DATA

- Connect a Saf-T-Log instrument to the PC via a USB lead and a 'Sync' window will pop up 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. An 'Add notes' window will pop up. This allows the user to add notes against individual readings or a footnote for thewhole 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 or you are prompted by the software.
- 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 once any data has been extracted.

VIEWING THE INSTRUMENTS INFORMATION

- Press the up (▲) and down (▼) buttons together to enter the instrument menu.
- Press down (▼) twice and choose 'Instrument Info' by pressing the REC button.
- Use the up (▲) and down (▼) buttons to view the date and time, firmware version, instrument name, checklist/s name, calibration date and trim.

°C/°F

The Saf-T-Log instrument will display temperature (°C/°F) 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 (°C)' or 'Reading (°F)'
- Save checklist
- Select 'Send checklist to Saf-T-Log' to send checklist with desired temperature units selected.

WARNING: IPA and other solvents may cause damage to the case and screen of this instrument.

INSTRUMENT RECORD CARD

Test temperature	0 °C	1000 °C
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.
BS EN 60584-1:2013

PLEASE NOTE: Due to regular software updates, please visit the download page on our website etiltd.com/downloads to ensure you have the latest version.

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