



Tab Wizard User Manual Pull Tabs – System Setup

We are pleased you have chosen Tab Wizard as your Pull Tab Management and we want to be sure you understand how to set the system up and get up and running as quickly as possible.

Note: *Your system is a Pull Tab, a Food & Beverage or a combination of both on one machine. We will only focus on Pull Tabs in this manual.*

Items needed to successfully set up your pull tab system:

- Counting Scale
- Masking Tape
- Black Marker Pen
- Empty Bowls
- Pull Tab Tickets

Setting up License Name / Business name and Tax information

1. Select: **Main** > **License Information**
2. Select: **Name** and *enter your business name* > **OK**
3. Select: **Expiration Date** and enter your **Gambling License Expiration Date**.
 - **Note:** *This date must be manually entered every year when your gambling license is renewed. The Monthly Profit & Loss reports are based off the Gambling License Expiration date*
4. When complete, select > **Accept**

Weighing Ticket Bowl Tares

Note: *Be sure to keep your Counting Scale close by as you will need to weigh the empty bowls as well as the bowls with tickets.*

1. Turn on your Counting Scale and configure it to weight in **Pounds**.
2. Tare the scale to **0.000 LBS**
3. Place a piece of **masking tape** on the side of each bowl that will be used.
4. **Write the bowl number on the tape** but leave room for the bowl weight.



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5. **Pull all flares, papers and the lower drawer from the bowl** so it is completely empty. This is a *Tare container*.
6. Place the first empty bowl used for **Game No 1** on the scale and write the weight on the tape on the side of the bowl.
7. On the Tab Wizard screen, select: **Main > Dispenser Setup**
8. Select: **Dispenser 1 > Edit > Fish Bowl > Cash > Enter weight of bowl**
9. Take the bowl off the scale and **repeat the steps above** until all bowls have been weighed.
10. Be sure to enter all weights into the Tab Wizard system Dispenser Setup
11. When completed, select **> Accept** on the Tab Wizard screen.

Loading New Games into Inventory

1. Plug in the USB disk provided by your Pull Tab Distributor
2. On the Tab Wizard screen, select **Game > Load Games from Disk**
3. Select the **Browse** button
4. Locate the usb game disk on screen and double-click it
5. Double-click "**ASCII.text**" or select it and then click **> Open**
6. The list will populate the inventory. Select **> Accept**

Putting a Game into Play

1. Open the bag containing tickets for **Bowl No 1**
2. **Dump all tickets into the Dispenser Bowl** labeled Bowl 1
3. **Tare the Counting Scale to 0.000 Lbs** and place the **bowl with tickets** onto the scale
4. On the Tab Wizard screen, select **Game > Add Game**
5. Locate the game for Bowl No 1 from the list and select **Accept**
6. Be sure to fill in all the blanks and/or Zeros "0"



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7. Enter the Bowl **Start Weight**. This is the weight displayed on the scale with the Bowl and Tickets together with no other items in the bowl.
8. Enter the Game **Pull Target** amount (if available)
9. Enter the Game **Ticket Cost** (ex: \$1.00)
10. Enter the **Top Prize Count** (Total Top Prize quantity/count)
11. Enter the **Top Prize Amount** (\$Top Prize Dollar Amount)
12. Select > **Accept**
13. **Repeat Steps 1 – 12** until all bowls have been entered into the system.

Pull Tabs are ready to play!