

Instruction manual for parcel box deliverers



Table of Contents Page

Device Overview.....	2
Parcel delivery	3
Pick-up parcel (pick@home).....	4

Device overview

The **TPAS information terminal** is a **touch panel control unit** and serves as a display and **Control unit for the parcel box functions within a parcel box and letterbox system** of Ernst Schweizer AG.

Device overview information terminal (touch panel display)

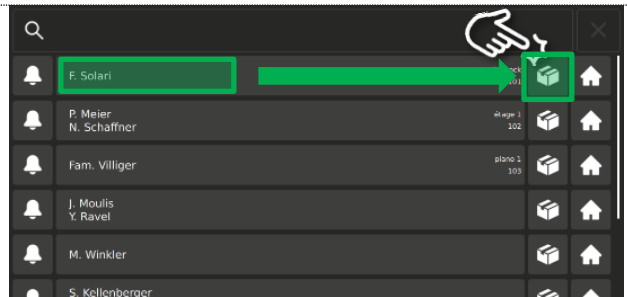
Front

1. Search field
2. Bell function (if available)
3. Names of the residents
4. Parcel symbol (for delivery of parcels)




Parcel delivery

Press the recipient's  parcel button
(Search name using the search field (magnifying glass) or search the list of names by scrolling)

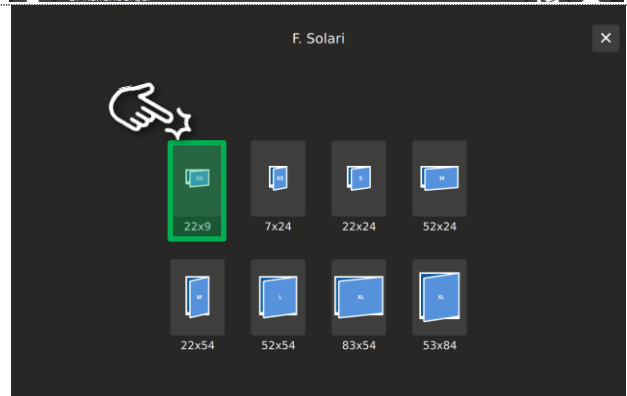


The parcel locker menu will open

Select the desired parcel locker size
(• Cancel with) 

The desired parcel locker will open

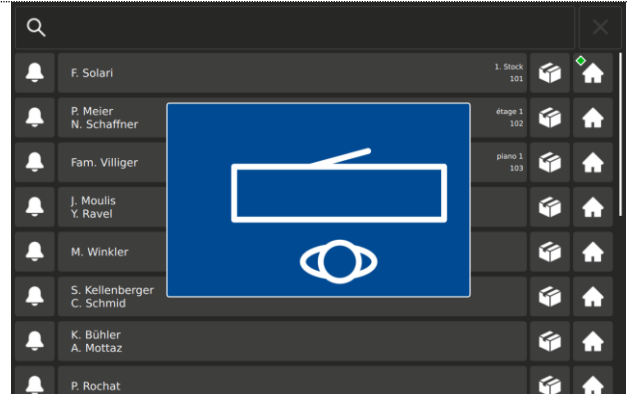
The package can be deposited



Information

Parcel box position indicator

On free-standing letterbox systems equipped with parcel boxes on both sides, the parcel delivery person is shown whether a parcel compartment is located at the back when selecting it.



Instruction manual parcel box deliverer

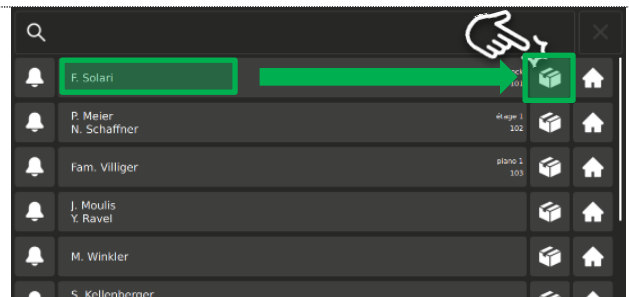
Pick-up parcel (pick@home)

Press on the package icon of the desired resident

(Search name using the search field (magnifying glass) or search the list of names by scrolling)

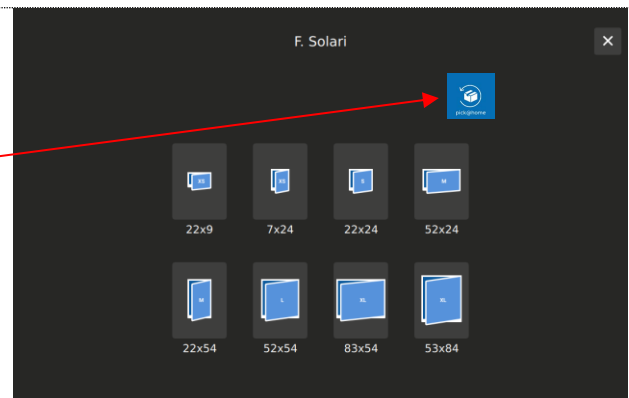
Information

Icon with yellow rhombus = ready for pick@home



The Parcel Box Choice menu will open
(• Cancel with)

Press the pick@home icon



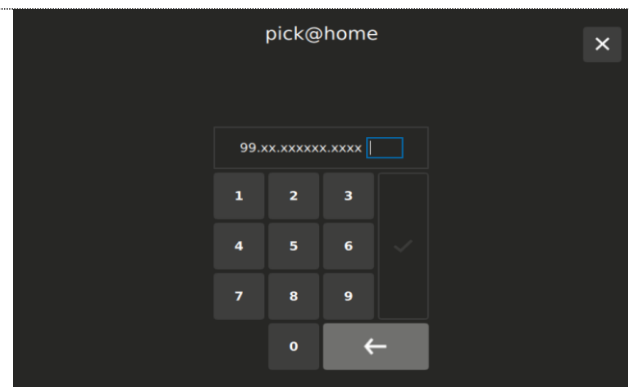
(• Cancel with)

Entering the last 4 digits of the
pick@home shipping label

The desired parcel locker will open

Information

In case of multiple incorrect input (e.g. by repeatedly pressing the Enter key), the input locks for about 2 minutes



Information

Parcel box position indicator

On free-standing letterbox systems equipped with parcel boxes on both sides, the parcel delivery person is shown whether a parcel compartment is located at the back when selecting it.

