

User Manual

GLC <u>PROJECT: Georgia</u> COAM

COAM Portal -Manufacturers

Version 1.0 Confidential | External

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1 Introduction

This User Manual provides you with detailed instructions for operating the Georgia COAM Reporting Portal. The COAM Reporting Portal is a web application used to generate reports related to COAM activity.



Please also note that PORTAL is tested and recommended to work under Internet Explorer (Depending on the version of Internet Explorer, application may need to run in Compatibility Mode). INTRALOT is not responsible for any issues that might arise with the use of other products.

The screens depicted in this document are used for reference purposes and may vary from the application in use. Please note that possible future expansions or amendments will be included in updated versions of this document.

1.1 Intended Audience

This manual is addressed to users of the INTRALOT Georgia Coin Operated Amusement Machine (COAM) system. COAM Reporting Portal users are required to be familiar with the operation of the COAM business and games.

To read this document, basic technical knowledge on information systems communication, interfacing and interacting with GUI and web applications are all required.

1.2 Scope of the Manual

This manual identifies the standard procedures, functions and conventions used within the COAM Reporting Portal application. No attempt is made to detail basic engineering and programming techniques.

1.3 How this User Manual is organized

COAM Reporting Portal User Manual can take you from raw beginner to full-fledged expert if read page by page. However, you are more likely to read each section as needed, obtaining the necessary information and using it as a reference.

After you are familiar with the COAM Reporting Portal application, feel free to skip around the manual, using it as a reference guide as you increase your own knowledge base.

All chapters contain clearly written steps for the tasks you need to perform. In most chapters, you encounter a "focus to action" logic, which means that you are provided with step-by-step instructions for accomplishing specific tasks.

1.4 Conventions Used in this Manual

To get the most from this manual, you need to understand the following conventions:

- The mouse pointer appears as an arrow and serves two purposes.
 First, you use the mouse to select data (text, numbers, etc.) to change. Second, you use the mouse pointer to tell to the system which commands you want to apply to the data you selected.
- When instructed to click an item, move the mouse pointer to the specified item and click the mouse button once. Windows users use the left mouse button unless otherwise instructed. Double-click means clicking the mouse button twice in rapid succession.
- When instructed to select or choose an item, you can click it once as previously described. If you are selecting text or multiple objects, click the mouse button once, press Ctrl, and then move the mouse to a new location and click again.
- We use **boldface** type for the buttons that you need to click and *italic* **boldface** type for the fields (textboxes and dropdown lists) that appear in a screen.
- Each chapter and section begins with an overview of its information.

- Various signposts and icons are located throughout *Portal User Manual* for your assistance. Icons appear in the text to indicate important or especially helpful items. Here is a list of the icons and their functions:
 - **Tips** provide you with extra knowledge that can save you time or make it easier for you to do something.
 - **Notes** provide additional or critical information and technical data on the current topic.
 - A The Warning icon is your warning for avoiding a potential problem or pitfall.
 - The Important icon emphasizes information that can be helpful when using the System.
 - <u>Cross-Reference</u> hyperlinks indicate places where you can find more information on a particular topic.



-

The screenshot field names in **red** indicate the mandatory fields.

1.5 Abbreviations and Acronyms

Throughout this user manual, the following abbreviations and acronyms are used:

Abbreviation/Acronym	Description
SC	Site Controller
СОАМ	Coin Operated Amusement Machine
EOD	End of Day

Table 1: Abbreviations and Acronyms table

2 Accessing COAM Reporting Portal

Georgia COAM Portal	[Log	In)
	Please enter your username and password.	
	Forgot your password?	- 12
	Account Information	
	Username.	
	Password:	
	Log In	

Figure 1: Login Screen



To access the Portal application:

- Enter the Login screen (Figure 1), where you must complete the following fields:
 - **Username:** The unique name you enter to access the application.

Note: The same username that you use to login to the Georgia Lottery Corporation (GLC) COAM Licensing System.

- Password: The password you enter to access the application.
 Note: The same password that you use to login to the Georgia Lottery Corporation (GLC) COAM Licensing System.
- **Code:** Enter the code displayed on the screen into the input box.

After the above parameters have been specified, click the **Login** button. The procedure of validating your login credentials and providing you access to the Portal initiates.

When a successful login has been achieved, you will be redirected to the main screen of the Portal Application (**Figure 2**). This is where the system management is initialized.

Georgia COAM Portal			€ 000015010	🐣 Welcome, bavgeris 🔊
Home				
Reports	<	My Profile		
Reports				
☑ Contact	<			
Contact				
Powered by Intralot				
VER: 2.1				

Figure 2: Portal Home Screen

2.1 Applications

The Portal applications are located on the left hand side of the screen as seen in **Figure 2**.

- Home: Returns user to the home screen.
- **<u>Reports:</u>** Directs you to all the available reports.
- **<u>Contact:</u>** Contact for support.

Note: For support, please click on the **Contact** link listed with the applications on the left hand side of the **Home** screen (Error! Reference source not found.). This will provide the 24 hour Intralot Hotline number for any questions or concerns about reports and the Portal web application in its entirety. For login, username and password questions the user must contract the Georgia Lottery Retailer Service Hotline.

For Reporting portal related questions and assistance please contact the Intralot hotline at: 877-261-6242

For COAM related questions and assistance please contact your Master License Holder.

For Financial or COAM licensing related questions and assistance, please contact Georgia Lottery Retailer Services Hotline at 800-746-8546, Option 6, Option 3.

3 Reports

Reports provide manufacturers with information on the available software sets and performance of the COAMs.

To access the Reports application element:

Click the **Reports** application hyperlink at the Portal main screen.

1. The **Reports** list will appear:

R	eports
	Software Sets Report
	COAM Performance Report

- 2. The screen that appears provides you with access to the following accounting reports:
 - Software Sets Report
 - COAM Performance Report

3.1 Software Sets Report

The **Software Sets Report** presents all the information of the software sets that have been approved by the certification labs and Georgia Lottery.

Software So	ets Report	
(
SW Set Id	All	
SW Set Status	All	\checkmark
Submit		



To retrieve the report,

- 1. Select the **Software Sets Report** application element.
- 2. At the criteria screen, provide the following information for the report:
 - SW Set ID: The ID of the available software sets
 - SW Set Status: Filters the report by the state in which the software set(s) is/are set. Available options are:
 - o All
 - Not Active
 - o Active

To view, print, export the report:

- IOLIN	Managliment System	SW Sets Report	mining
SW Set KI All		Status Active	Manufacturer intraint
SW Set Id	SW Set Alian	Game Alias	Status
326	Intralot Game1	Intralot Game1	Active
378	Intralot Game2	Intralot Game2	Active
379	Intralot Game3	Intralot Game3	Active
389	Intratot Game4	Intralot Game4	Active

- 1. Click the **Submit** button to display the report.
- 2. Click on the print icon to print the report.
- 3. Click on the export icon to export the report.



- a. The **Export** screen will populate. Select the **File Format** from the drop down menu (e.g. PDF file, Excel spreadsheet, etc.).
- b. Select pages to be exported:
 - i. All Pages
 - ii. Select Pages
- c. Click Export.

File Format:	
Crystal Reports (RPT)	
age Range:	
All Pages	
Select Pages	
From:	
10.	

- 4. To export the file into an Adobe PDF format:
 - a. Select **PDF** and click **Export**. Then select **Open** to view the report:
- 5. To export the file into an **Excel spreadsheet** format:
 - a. Select Microsoft Excel Workbook Data-only and click
 Export. Then select Open to view the report:
- 6. To search for a particular section of the report:
 - a. Click the field Find...
 M to enter in the criteria to search, then click the binoculars icon
- 7. To navigate between pages use the icons or use the



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3.2 COAM Performance Report

The **COAM Performance Report** shows the performance of the selected COAMs.

Note: Report is not real-time. Report is populated when the daily procedures are completed by Intralot Operations.

140 /	GEM	THE Gamming	Enhanced Intert System							OAM Perf	formance P	Report						mtr	lot
	0	ute from	4302017			Date to	242018			No.of Days Meters in	281 MONEY								
COARIO	Active 1 Days 1	Stat Manu 11 UNIF	Auct SW Set	Mos	wy Played		ney Titue		CARP	14	al inserted	R and	otel Out	Andet	Act. HTPS	COAN	he (hrs)	Gam	en Play
24	58 1	lear inter	Intraiot Generi	10	110	1.00	0.00	1.00	0.00	1.0	0.10	10	E Aresise	1.00	100.00%	1.0	0.10	1	a Ares
230	12	To be include	Sme2 Hartel	296.01	3.22	136.00	1.0	101.01	1.75	201.00	2.18	33.50	1.0	2.39	685	0.12	0.00	124	
16	2	beet intrate	intraist Garw3	11.58	5.75	7.90	2.75	4.00	2.00	102.08	66.20	128.86	64.00	0.25	65.22%	0.04	0.02	48	
Report To	tata -			387.84	5.28	142.00	0.04	101.01	6.74	333.80	5.58	967,88	6.75	1.01	46345	6.57	0.00	179	

To retrieve the report,

- 1. Select the **COAM Performance Report** application element.
- 2. At the criteria screen, provide the following information for the report:
 - Date From/To: The range of dates for which the report will be presented. Use the calendar icon at to enter the date.
 - SW Set Selection: Select the SW Set from the dropdown list.



	nrint	ovport	tha	roport
TO view,	print,	export	tne	report:

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믭	Γ	1 0	EM	-	rrige Rob	erond System							COAM Per	formance P	Report						intral	lot
	L		Da	ie tro	n 430	2017			Date to	24/2018			No.of Days Meters in	201 MONEY								
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	Ľ	24	08 De	et 1	histor	Intralot Generi		0.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00		6.00	100.00%	0.00	0.00		
	ľ	30		i lan i i	Intraduct	Howeld Game?	296.01	3.22	138.00	1.07	101.01	1.18	201.00	2.18	38.99	1.0	2.30	6.875	0.12	0.00	124	1
	Ľ	6	2 8		10401	Intratic Servici	11.58	5.75	7.50	2.75	4.00	2.00	102.88	66.00	128.86	64.00	0.25	45.22%	0.04	0.02	48	20
	Ľ	Report Total					367.84	5.28	942.00	0.04	101.01	0.74	333.86	5.58	907,39	8.78	1.01	46345	0.57	0.00	179	

- 1. Click the **Submit** button to display the report.
- 2. Click on the print icon to print the report.
- 3. Click on the export icon to export the report.
 - a. The **Export** screen will populate. Select the **File Format** from the drop down menu (e.g. PDF file, Excel spreadsheet, etc.).
 - b. Select pages to be exported:
 - i. All Pages
 - ii. Select Pages

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c. Click Export.

File Format: Crystal Reports (RPT)	•
Page Range:	
 All Pages Select Pages 	
From: To:	

- 4. To export the file into an Adobe PDF format:
 - a. Select **PDF** and click **Export**. Then select **Open** to view the report:

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COAM ID	Active Day	rs Status	Manufacto		SW Setoney Played		loney Won		GMP	Tot	al Inserted	STR.3		Total Out	Av.Bet	Act. RTP% J	il Uso (hrs)	Gar	nes Played					
					See 7									-										
554	7	Active	Intrakot	Intraist Game1	11,298.00	1,614.00	10.652.00	1,521.71	646.00	92.29	2.326.00	332.29	1,680.00	240.05	1.23	94.25%	8.95	1.28	9,208	1,915				
94	7	Active	intraliof.	Intraict Game1	2.50	0.36	0.50	0.07	2.00	0.29	2.00	0.29	0.00	0.00	0.25	20.00%	0.01	0.00	10	1				
05	7	Active	Intrakot	Intraist Game1	3,398.75	485.54	2,606.75	383.82	712.00	101.71	1,092.00	156.00	380.00	54.29	0.49	79.05%	6.70	0.96	6,892	985				
11	7.	Active	Intraliot	Intraite Garrie 1	4,361.50	623.07	3,794.50	542.07	567.00	81.00	967.00	138.14	400.00	57.14	0.55	87.00%	7.76	1.11	7,983	1,140				
20	7.	Active	POPalot I	Intract Game1	7,255.00	1,038.43	5,945,00	849.29	1,310,00	187.14	2,520.00	260.00	1,210.00	172.86	0.76	61.94%	9.23	1.32	9,432	1,356				
25	7	Active	PUTrakt	intraint Game 1	4 061 75	540.25	3 183 75	454.82	878.00	125.43	1.383.00	197.57	505.00	72.14	0.82	78.38%	474	0.69	4 975	711				
180	7	Active	Intrakot	intraint Game1	8.949.50	1.278.50	8,793.50	1.256.21	156.00	22.29	3,136.00	448.02	2,980.00	425.71	0.77	98,25%	11.24	1.61	11,563	1.652				
215	7	Active	antraiot.	Intraitit Game1	4,553.25	650.46	3,581.25	511.61	972.00	138.06	1,467.00	209.57	495.00	70.71	0.97	78.65%	4.55	0.65	4,677	668				
512	7	Active :	Intrakot	Intraint Game 1	839.00	119.05	831.00	158.73	8.00	1.14	293.00	41.85	285.00	40.71	0.37	99.05%	2.20	0.31	2,259	323				
086	7	Active	Intralot	Intraiot Game1	474.00	67.71	368.00	55,43	89.00	12.29	191.00	27.29	105.00	15.00	0.51	81.05%	0.90	0,13	925	122				
339	7	Active	intrakst.	Intraict Game1	1,711.25	244.46	1,604.25	229.18	107.00	15.29	\$27.90	75.29	420.00	60.03	0.50	93.75%	2.33	0.48	3,435	490				
667	1	Active	POINT	Intraite Garnel	599.50	85.64	579.50	82.79	29.00	2.86	300.00	42.86	280.00	40.00	1.38	30.00%	0.43	0.06	441	63				
000		Active.	PUP Solt	Intract Games	1,452,00	290.00	1,442,00	205.00	20,00	170.14	200.00	02.00	1,720,00	245.71	1.30	30.0.7%	1.03	0.15	10,705	154				
177	7	Active	Intraint	Intraint Games	3,972.00	587.43	3,428,00	489.71	544.00	77.71	1 349 00	192.71	205.00	115.00	1.17	86.304	3.29	0.47	3 358	414				
246	7	Active	antrakol.	Intrajet Game1	11.661.50	1.685.93	10.528.50	1.503.79	1,135.00	162.14	2,790.00	398.57	1.655.00	236.43	1.38	50,27%	8.34	1.19	8.579	1.226				
35	7	Active	intrakot -	Intrait Gamet	19,852.00	2,838.00	19,304.00	2,757.71	548.00	78.29	3,493.00	495.03	2,945.00	420.71	1.96	97.24%	9.87	1.41	10,149	1,450				
162	7	Active	intralot	Intraist Game1	2,724.50	389.21	2,714.50	387.79	10.00	1.43	435.00	62.14	425.00	60.71	1.23	99.63%	2.15	0.31	2,213	315				
16	7	Active	Intrakot	Intraiut Game1	35,949.50	5,135.64	30,827.00	4,403.86	5,122.50	731.79	10,058.00	1,436.86	4,935.50	705.07	1.06	85.75%	32.89	4.69	33,795	4,828				
87	7	Active	Intrakot	Intraite Game 1	17,189.50	2,455.64	15,412.50	2,201.79	1,777.00	253.85	9,996.00	1,428.00	8,219.00	1,174.14	0.64	89.66%	26.30	3.76	27,051	3,064				
33	7	Active	towns.	Intract Game!	5,148.75	/35.54	5,590.75	198.68	-442.00	-63.14	1,463.00	171.86	1,045.00	235.00	1.23	190.50%	4.05	0.58	4,100	597				
117	1	Active	intraint	Intraint Gamet	26,023.00	3 746 71	27,439,00	3.019.06	-1.212.00	-173.14	7 173 00	1.053.29	8.665.00	1 226 43	1.17	104 6256	20.05	2.00	20,627	2.947				
136	7	Active	intraint.	intraict Garie1	12 312 25	1,758.89	11.384.25	1.626.32	928.00	132.57	3.028.00	432.57	2,100,00	300.02	1.26	92,45%	9.54	1.36	9,810	1.401				
547	7	Active	Intrakot	Intraibt Garriet	681.25	97.32	585.25	83.61	98.00	13.71	228.00	32.29	130.00	18.57	0.57	85.91%	1.17	0.17	1,204	172				
568	7	Active	Intrakot	Intrait Game1	17,786.25	2,540.09	15,324.25	2,188.15	2,462.00	351.71	5,192.00	741.71	2,730.00	390.00	0.67	86.16%	25.90	3.70	26,645	3,896				
15	7	Active	Intraliot	Intraict Game 1	17,116.25	2,445.18	16,258.25	2,322.61	858.00	122.57	5,108.00	729.71	4,250.00	607.14	0.97	94.99%	17.11	2,44	17,600	2,514				
45	7	Active	Intrakot	Intraist Game1	1,141.00	163.00	1,094.00	156.29	47.00	6.71	347.00	49.57	300.00	42.98	0.39	95.88%	2.81	0.40	2,894	413				
000	1	ACEVE	POR DIS	atract came!	4,477.25	039.61	3,346.25	263.75	531.00	75.86	1,311,00	187.29	780.00	111.43	1.07	00.14%	4.07	0.58	4,155	596				
200	1	Active	intrated	Infraid Carnel	1 007 75	271.11	1 757 76	3214	140.00	5.27	122.00	1/.43	450.00	64.70	0.57	00.0076	2.45	0.00	3 745	614				
565	7	Active	Intrakot	Intraint Game 1	49.119.75	7.017.11	46.579.75	6.654.25	2,540,00	362.06	10.445.00	1.492.14	7 905 00	1.129.29	1.60	94.83%	26.57	3.80	27.332	3.905				
1312	7	Active	Intrakof.	Intraict Game1	10,624.25	1,517,75	9,942,25	1,420.32	00,588	97.43	1,762.00	251.71	1,080,00	154.22	2.25	93.58%	4.58	0.65	4,715	674				
755	7	Active	Intrakot	Intraict Game1	20,824.50	2,974.93	19,737.50	2,826.79	1,037.00	145.14	7,682.00	1,097.43	6.645.00	949.29	0.70	95.02%	20.04	4.12	29,064	4,238				
173	7	Active	Intrakot:	Intraict Game1	6,759.25	065.61	5,844,25	806.32	1,115.00	159.29	2,035.00	290.71	920.00	131.43	0.70	83.50%	9.32	1.33	9,589	1,370				
137	7	Active	Intralet	Intraint Game1	2,400.25	342.89	2,115.25	302.18	285.00	40.71	740.00	105.71	455.00	65.00	0.79	88.13%	2.97	0.42	3,055	438				
759	7	Active	intraiot .	Intraint Game1	15,907.25	2,272.46	14,955.25	2,136.46	952.00	138.00	5,447,00	778.14	4,495.00	642.14	0.95	94.02%	16.33	2.33	16,800	2,400				
:89	7	Active	Primero	Intralit Game1	5,583.40	799.00	4,782.00	683.14	811.00	115.86	1,131.00	161.57	320.00	45.71	0.68	85.50%	8.02	1.15	8,249	1,178				

5.

To export the file into an Excel spreadsheet format:

a. Select **Microsoft Excel Workbook Data-only** and click **Export.** Then select **Open** to view the report:



- 6. To search for a particular section of the report:
- 7. To navigate between pages use the icons or use the icons of used to skip to the first or last pages. The icons in a last pages. The icons of used to zoom in & out on the current page.

END OF DOCUMENT