# Preventive Maintenance Schedule



## **Maintenance Schedule**

### **Personal Computer Maintenance:**

Servers

Annual Failure Preparation Routine

Clients

Preventive Maintenance when Serviced

Stand-alone

Preventive Maintenance when Serviced

#### **Printers:**

Dot Matrix

Annual Preventive Maintenance

Annual Preventive Maintenance

Image Scanners

Annual Preventive Maintenance

Annual Preventive Maintenance

Semi-Annual Preventive Maintenance

Plotters

Preventive Maintenance when Serviced

Laser

Preventive Maintenance when Serviced

Ink Jet

Preventive Maintenance when Serviced

#### **Proof Machines, Encoders and Check Imaging Systems:**

All Semi-Annual Preventive Maintenance
Unisys Source NDP Annual Preventive Maintenance
Table-top Check Scanners Preventive Maintenance when Serviced

#### Terminals, Modems, Multiplexors, Routers

All Preventive Maintenance when Serviced

#### **Scanners**

High-End OMR Scanners

OpScan 10

OpScan 21

Annual Preventive Maintenance

Semi-Annual Preventive Maintenance

Semi-Annual Preventive Maintenance

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