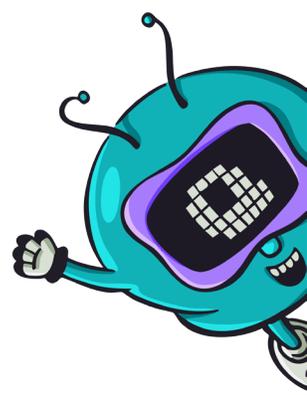# LAUNCHPAD Quest

INSTRUCTION MANUAL

V.2 - FEBRUARY 2026

Thank you for choosing **Launchpad Quest!** This instruction manual provides step-by-step guidance to help you mount, configure, and operate your device with ease.

Whether you are installing Launchpad Quest in a library, classroom, outreach vehicle, or community space, this manual will walk you through the essential setup process, system settings, and administrative tools.

Follow the instructions carefully to ensure proper operation and consistent user experience.

For safety and long-term performance, review all warnings and tips provided throughout this guide before use.

LAUNCHPAD QUEST MOUNTING OPTIONS

▶ Use the included **flexible desk mount** for standard installations.

▶ Secure the mount with pre-drilled pilot holes to adhere it permanently to a desk, if desired.

▶ Keep the original mounting plate to mount the device to alternate surfaces as needed, such as walls, rolling carts, or mobile outreach vehicles.

Step 1

▶ Loosen screws to remove device mounting plate

Step 2

▶ Connect provided flexible mount to pre-drilled holes marked in red.

▶ If desired, the mount can be bolted to a desk or surface with the pre-drilled holes marked in green.

FIRST-TIME SETUP

▶ Plug in the device.

▶ Press the **Power** button located under the screen to turn it on.

Organization Name

▶ Enter your **Organization Name** in the designated field.

▷ Using an **alphanumeric naming convention** is recommended to track device inventory (e.g., SYSTEM_BRANCH_1 or SYSTEM_DEVICECOUNT_DATE).

▶ We recommend maintaining a **spreadsheet** of all devices including:

▷ Device Name

▷ Branch/Location

▷ PIN Number

▷ Content Configuration

Launchpad Quest Inventory Template Example

Device Name	Branch/Location	Device PIN	Content Configuration
ORGANIZATION NAME_1	East	1234	Core Set, Literacy Side Quest
ORGANIZATION NAME_2	West	5678	Basic Set, STEAM Side Quest
ORGANIZATION NAME_3	West	5555	Core Set
ORGANIZATION NAME_4	Mobile Outreach	4321	Basic Set, Arcade Side Quest

Network Connection

▶ Select your Wi-Fi network.

▶ Enter the password.

⚠️ **Note:** WiFi configuration allows access to enhanced app content and the ability to export analytics dashboards.

Most apps do not require WiFi connection to operate.

Pin Set Up

- ▶ Choose a **PIN number** for each device.
  - ▷ The PIN is required to access the **Admin Portal**.
- ▶ Reset forgotten or known PINs as follows:
  - ▷ **Forgotten PIN:** From the Character Selection screen, tap the top-left corner and then the top-right corner.
  - ▷ **Known PIN:** Navigate to Admin Portal > Security > Reset Admin PIN.

⚠️ **Warning:** Resetting the PIN also clears all system settings. Refer to inventory notes to restore previous configurations.

System Settings

- ▶ Set default values for:
  - ▷ **Volume**
  - ▷ **Maximum Session Duration**
  - ▷ **Inactivity Timeout**
- ▶ Access the **Admin Portal** at any time to adjust these settings.

ADMINISTRATOR PORTAL

System

- ▶ Configure device-specific defaults.
- ▶ Recommended settings:
  - ▷ Automatic power on/off
  - ▷ Low volume lock
  - ▷ Maximum session duration: **30 minutes**
  - ▷ Short inactivity timeout

When Max Session Duration is reached, display a **pop-up message** prompting users to share. When Session Timeout is reached, the device returns to the character animation screen, what we call **Idle State**.

WiFi

▶ Configure Wi-Fi if desired.

▶ Wi-Fi is **not required** for most apps.

▶ Access is password-protected; users cannot browse the internet.

Security

▶ Update **Organization Name** and **PIN number** from this tab.

Usage

▶ View session statistics including:

▷ Session count

▷ Games played

▷ Total play time

▷ Average session duration

GENERAL OPERATION

⚠️ **Warning:** Do not operate near water.

💡 **Tip:** Keep packaging for future transport.