506528X

olivetti

ECR 2550 euro
electronic cash register

Instructions
Instructions d'emploi
Bedienungsanleitung
Instrucciones de uso

(GB) (F) (D) (E)

The CE mark affixed to the product certifies that the product satisfies the basic quality requirements.

CE

Your attention is drawn to the following actions that could compromise the characteristics of the product:

- incorrect electrical supply;

- incorrect installation; incorrect or improper use, or, in any case, not in accordance with the warnings given in the User Manual supplied with the product;

- replacement of original components or accessories with others of a type not approved by the manufacturer, or carried out by unauthorized personnel.

To disconnect the cash register from the line voltage, unplug its power cord from the power outlet. The power outlet must be located on a wall, near the cash register and easily accessible.

Preface

The electronic cash register described in this manual is designed to help your business function smoothly by providing efficient register operations and accurate management reports. Startup is quick and easy, yet there are many options that can be added and revised so that you can customize your operations for optimum productivity. Here are just a few of the cash register's many valuable features:

• 40 departments and 999 Price Look-Up (PLU) settings;

• 26 clerk numbers to monitor the sales of individual employees;

• possibility of assigning a three-digit security code to prevent unauthorized access to individual clerk transactions (during register mode only);

• possibility of defining manager passwords to prevent unauthorized access to the machine's programming mode (PRG), Z mode and X mode;

• possibility of assigning a name to each clerk for rapid identification;

• 2-station dot-matrix printer that prints information on 2 separate rolls of paper, providing customer receipts and a transaction journal;

• customer sales receipt header personalization;

• personalization of Local currency, Euro currency, currency convert and credit captions on the sales receipts and reports;

• possibility of reserving two departments for registering credit tenders separately;

• Euro exchange rate programming;

• possibility of programming the machine to work with one of two base currencies, Local or Euro, so that cash register computes in the currency set and automatically converts the related transaction totals into the other currency;

• rear customer numeric display for transaction viewing;

• front operator alphanumeric display consisting of a 10-character message line on top and a 10-character transaction line on the bottom;

• automatic tax computations for 4 different VAT rates;

• department-linked entry options that streamline and speed-up operation;

• periodic management and financial reports that provide up-to-date sales analysis;

• automatic time display after a period of system inactivity;

• automatic time and date printing on receipt and journal records;

• programmable customer receipt and journal record printing in any one of four languages (English, French, German and Spanish);

• possibility of validating documents at the end of a transaction;

• possibility of issuing copies of a transaction receipt without increasing the receipt consecutive number and without recording the copies on the journal record and reports.

Table of Contents

Getting Acquainted with Your Cash Register

The figure below shows an overall view of your cash register.
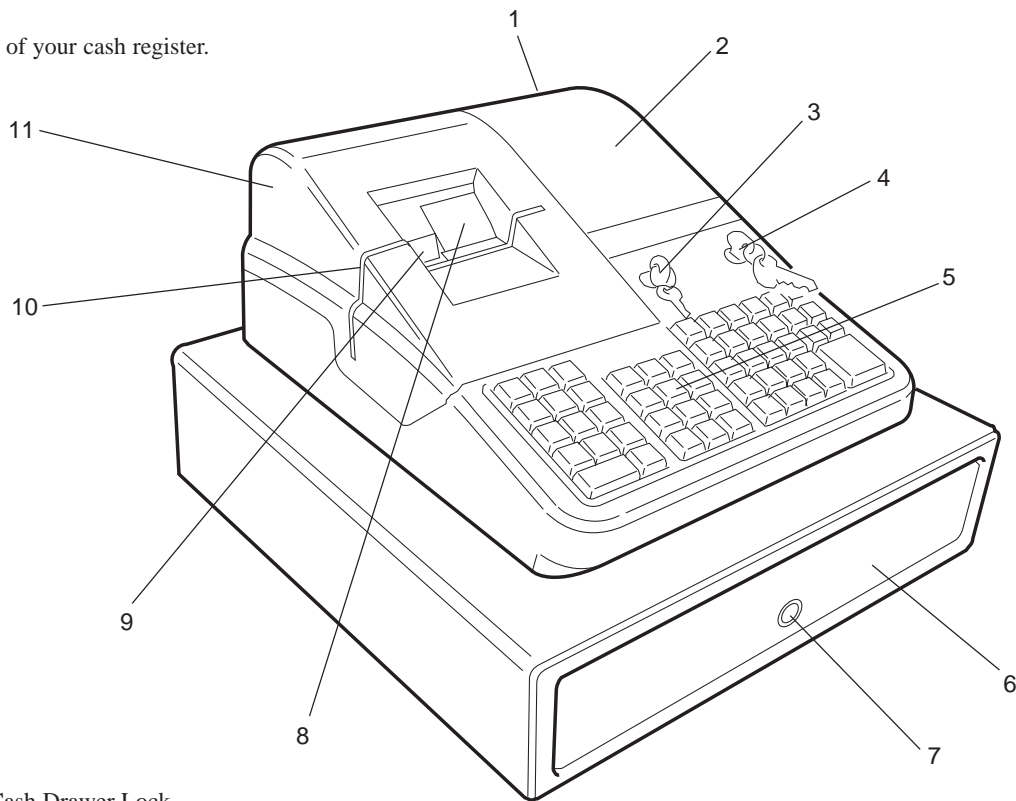
1. Customer Display
2. Operator Display
3. Printer Compartment Lock
4. Control Lock
5. Keypad
6. Cash Drawer
7. Cash Drawer Lock
8. Journal Roll Display Window
9. Customer Receipt Output Slot
10. Document Validation Slot
11. Printer Compartment Cover

Standard Accessories

Your cash register comes with the following items:

- One black plastic journal winder spindle
- Two rolls of 37.5 ± 0.5 mm standard bond paper, one for customer receipts and the other for journal record
- One inked ribbon cartridge
- This Instructions Manual
- A set of Program keys (PRG) for accessing the machine programming functions
- A set of Register keys (REG) for accessing the machine cash register functions
- A set of Z keys for accessing the X and Z functions
- A set of keys for locking the cash drawer and printer compartment cover.

Make sure that the cash register and all of the above items are included in the shipping carton.

Using this Manual

Your cash register manual is organized for easy reference. The front portion contains general information on all the features and functions of the cash register. Instructions for setting the optional programs come next. Transaction examples for operating the cash register are at the back of the manual with a Character Code Table to use to program character strings as an alternative to using the alphanumeric keypad, a Caption Table indicating the cash register's preprogrammed character strings in the four languages available, and a Totalizers and Counters Table. At the back of the manual you will also find your cash register's techinical specifications and some safety information. Use the Table of Contents to locate a particular item.

Getting Started

Before you begin to operate or program the cash register, read the section entitled Unpacking and Setting Up the Cash Register for information on how to get yourself ready to work. Read also Keypad Functions, The Control System and Operator and Customer Displays to become familiar with their operations.

NOTE: Machine programming data and transaction information for management reports are stored in the memory of the cash register. A backup battery inside the cash register saves this information in the event of a power failure or if the cash register is unplugged from the power outlet.

Programming the Cash Register

Simple step-by-step instructions are included for each program. Also provided are examples which can be used for practice.

Carrying Out Sales Transactions

Transaction examples provide steps for key operations. Sample receipts are included.

Unpacking and Setting Up the Cash Register

NOTE: Please read this section carefully before attempting to program the cash register or perform sales transactions.

As soon as you receive the cash register, open its shipping carton and carefully withdraw each component. Make sure that the cash register and all of its accessories, listed in the section entitled Standard Accessories, are present in order to setup the cash register by following these guidelines:

1. Place the cash register on a level, stable, vibration-free and dust-free surface. Make sure it is near a grounded power outlet.

2. Install the inked ribbon cartridge as explained in the section Installing the Ribbon Cartridge.

3. Plug the cash register to a grounded power outlet and press the Reset button located inside the printer compartment, on the rear left-hand side, to reinitialize the cash register's memory. To remove and replace the printer compartment cover, refer to the steps 1 and 6 in the section Installing the Ribbon Cartridge.

   It is suggested that you plug the cash register to a grounded power outlet on its own so as to avoid potential electrical interference with any other electrical equipment which may be plugged to the same outlet.

4. Load the paper tape as explained in the section Loading the Customer Receipt and Journal Paper Rolls.

5. Proceed to set the desired program options as explained in the section Cash Register Programming. **Keep the cash register plugged to the electrical outlet for at least 48 hours so as to charge the memory back-up battery inside the cash register.**

6. Once the desired program options have been set, turn the control key to the REG 1 or REG 2 position and you are ready to perform sales transactions. In the REG 2 position the cash register will not print the customer receipt.

Maintaining the Cash Register

Provided below is information on how to maintain your cash register.

NOTE: Before cleaning the cash register, make sure it is powered off and/or unplugged from the wall outlet. Machine programming data and transaction information for management reports are stored in the cash register. A back-up battery inside the cash register saves this information when the cash register is unplugged from the power outlet or the event of a power failure.

1. Keep all liquids away from the cash register so as to avoid spills which could damage the electronic components.

2. To clean the cash register firstly turn it off and/or unplug it from the wall outlet, then use just a damp cloth. Do not use corrosive substances such as solvents, alcohol, petrol, or abrasive components.

3. If the cash register is stored in extreme hot or cold temperatures (below 32 degrees or above 104 degrees Fahrenheit), allow the temperature inside the cash register to reach room temperature before turning it on.

4. DO NOT attempt to pull the paper tape when the cash register is printing or when you are loading paper. Always use the **[R feed]** key to feed paper. Pulling the paper tape could damage the print mechanism.

The Keypad

Your cash register is equipped with a 53-key keypad by means of which you can perform all cash register functions.

The figure below shows the keypad layout.
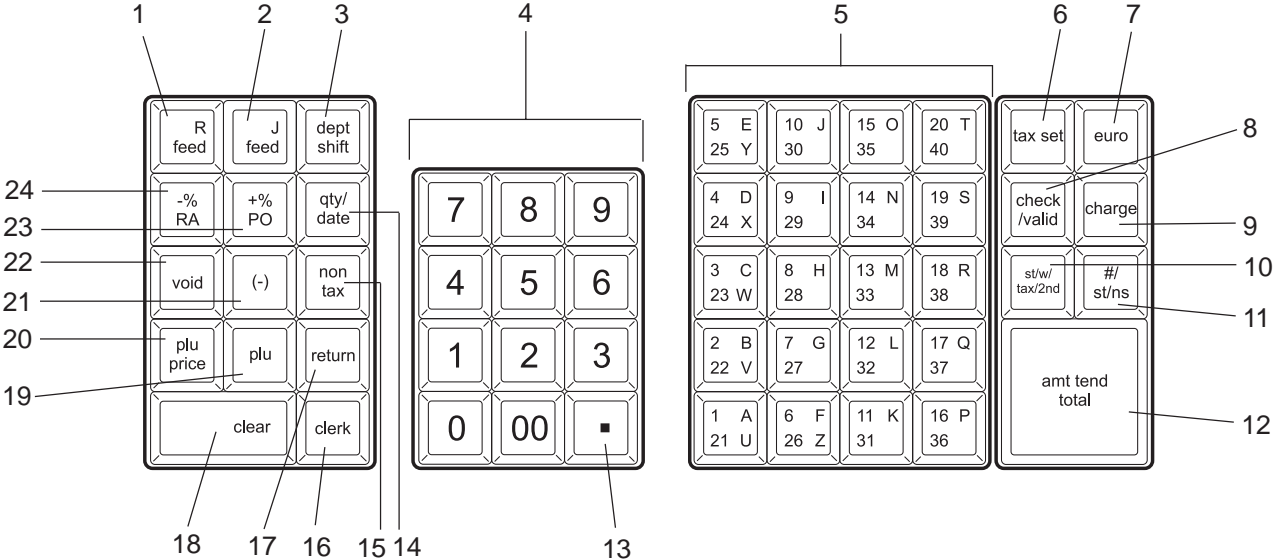
Keypad Functions

1. **[R feed]** (Receipt Paper Feed) - Advances the receipt paper one line feed; advances the paper continuously when held down.

2. **[J feed]** (Journal Record Feed) - Advances the journal paper one line feed; advances the paper continuously when held down.

3. **[dept shift]** (Department Shift) - Allows price entries for departments 21-40. Press this key before entering applicable department keys 21-40.

4. **[0 - 9/00]** - Input amounts, indicate how many times a particular item repeats, determine percentage rates to add or subtract, input department code numbers, handle figures which require a decimal point. The double zero key allows the quick entry of numbers with two or more zeros.

5. **[1-40 (A-Z)]** (Departments 1 through 40, letters A through Z) - Used to enter single or multiple item sales to a particular department. Department totals are shown in the management report. Also used to input characters for clerk names, captions, etc.

6. **[tax set]** - Used to program VAT rates.

7. **[euro]** - When the cash register is in its default Local base currency, this key is used to program the Euro exchange rate and to automatically calculate and display the value in Euro of the total amount of a sale or of a particular amount registered. When the cash register is programmed to work in the Euro base currency, pressing this key converts the sales total to the Local currency.

8. **[check/valid]** - When used as the check key, totals sales paid by check. Check totals are printed in the management report. Also stores character code entries during cash register programming. When used as the valid key, validates a document following a transaction tender.

9. **[charge]** - Totals sales that are charged. Charge totals are printed in the management report.

10. **[st/w/tax/2nd]** - When used as the st/w/tax key, displays the subtotal of a sale with sales tax. When used as the 2nd key, prints a second copy of the transaction receipt.

11. **[#/st/ns]** (Dual function: ST - Subtotal and NS - No Sale) - As the No Sale key, opens the cash drawer without registering any amount such as when changing cash for a non-sales transaction. As the Subtotal key, calculates a subtotal during a transaction consisting of a number of items to be individually discounted or increased by a fixed percentage and prints this on the receipt.

12. **[amt tend/total]** (Amount Tendered/TOTAL) - Totals exact cash transactions, computes change and totals check and charge transactions.

13. **[.]** (Decimal Point) - Used to enter fractional quantities of items being sold. In all modes, **the decimal point is not to be used when entering a price**.

14. **[qty/date]** (Dual function: Multiply and time display) - Multiplies **[department]**, **[plu]** or **[-]** key entries; also displays the current date, if set, and is used to print the Cash-In-Drawer Report.

15. **[non tax]** - Used when no tax is to be registered for a department which is programmed for tax.

16. **[clerk]** - Confirms an entered clerk number and three-digit security code. Also used to print a Clerk Report.

17. **[return]** - Issues refunds for returned merchandise. Refund totals are printed in the management report.

18. **[clear]** - Clears an entry made from the numeric keypad or with the **[qty/date]** key before finalizing a transaction with a Department or function key. This key is also used to clear error conditions.

19. **[plu]** (Price Look Up) - Registers a preset price of an individual item to the appropriate department. Also used to print PLU Reports.

20. **[plu price]** - Temporarily overwrites a price that was assigned to a PLU number.

21. **[-]** - Subtracts an amount from an item or the sales total. Minus key totals are printed in the management report.

22. **[void]** - Deletes the last item entered and is used for correcting a particular entry after it is processed and printed. Void totals are reported in the management report. Also used for cash register options programming.

23. **[+%/PO]** (Dual function: Percent Plus and Paid Out) - When used as the +% key, adds a percentage to an item or to the sales total. Total percent plus amounts are shown in the management report. When used as the PO key, registers any money paid out. Paid out totals appear in the management report. Also used to set a machine number.

24. **[-%/RA]** (Dual function: Percent Discount and Received On Account) - When used as the -% key, subtracts a percentage from an item or from the sales total. Total discount amounts are shown in the management report. When used as the RA key, registers any payment made to the cash drawer. Amounts are added to the received on account total in the management report.

The Control System

The Control Lock

The control lock is located on the upper right-hand side of the keypad. The PRG, REG or Z key must be properly inserted in the Control Lock in order for you to be able to use the different cash register functions available. The following figure shows the Control Lock and the different modes that can be used.
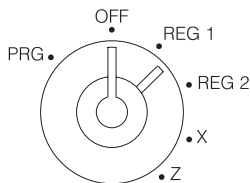
Depending on the desired operation, insert the related key in the Control Lock and turn it to the following positions:

PRG   Used to program the cash register according to your specific needs.

OFF   The cash register is turned off and cannot be used.

REG 1   The cash register can perform the standard sales transactions that are recorded on both the customer receipt and journal roll. In this mode the preset or programmed header is printed on the customer receipt. This is also called the Receipt Mode.

REG 2   Same as the REG 1 mode with the only exception that the transaction record is only printed on the journal roll. The customer receipt is not printed nor issued unless when a receipt reprint is requested by pressing the **[st/w/tax/2nd]** key. This is also called the Journal Mode.

X   Prints the X management report, Cash-in-Drawer report, PLU report, clerk report, cash declaration and periodical financial reports.

Z   Prints the Z management report and resets totals (except the grand total) to zero. Prints the PLU report, clerk report, cash declaration and periodical financial reports.

Control Keys

The following sets of keys are provided as well as a set of keys to open the cash drawer and printer compartment:

REG   The REGISTER key can be used in the OFF, REG 1, REG 2 and X modes, granting both Clerk and Supervisor access to cash register functions.

PRG   The PROGRAM key works in all modes (PRG, OFF, REG 1, REG 2, X and Z). It is usually used by the Supervisor to program the cash register and print X and Z management reports.

Z   The Z key can be used in the OFF, REG 1, REG 2, X and Z modes granting a higher level access with respect to the REG key.

Cash Drawer with Removable Cash Bin

The cash drawer features a cash bin with slots for banknotes and slots for coins. Pressing the **[#/st/ns]** with the control key in the REG 1 or REG 2 position opens the drawer. If a clerk number and secret code have been set, pressing this key will open the cash drawer only after the clerk number and code have been specified. This drawer can be locked for security to prevent accidental opening when moving the cash register by using the printer compartment key.

A hidden emergency lever underneath the cash register lets you to open the cash drawer even when the machine is powered off.

If desired, the cash bin inside the cash drawer can be completely removed from the cash register. To do so, gently lift the bin and pull it out.

Operator and Customer Displays

Your cash register offers two displays that provide easy viewing for both the customer and operator during a sales transaction. The customer display shows entry amounts and related transaction information through the use of numbers and special symbols. The operator display shows specific operator messages on the upper 10-character line and the same transaction data as shown on the customer display on the lower 10-character line. Both displays are read from left to right.

Automatic Time Display

With the cash register powered on, the current time is automatically displayed after 30 seconds of cash register inactivity.

Date Display

You can display the date by simply pressing the **[qty/date]** key with the cash register in the REG 1 or REG 2 mode. Once the date is displayed, the time will be automatically redisplayed after 30 seconds of cash register inactivity.

Special Symbol Indicators

Special symbols appear at the far left-hand side of the displays during cash register operation. These symbols identify the amount shown, or warn of an error condition. They include:

C (Change)	Indicates that the displayed amount is the change due to the customer.
E (Error)	Indicates when an error is made during operation or when programming the cash register. An error tone sounds to alert the operator.
S (Sub-total)	Indicates that the amount shown is the subtotal of a transaction, including sales tax if applicable.
= (Total)	Indicates that the amount shown is the transaction total.
- (Minus)	Displays a negative entry. Also displays if subtotal or cash tendered total is a negative number due to a return or refund.
CA (Cash)	Indicates when the total displayed refers to a sales transaction paid by cash.
Ch (Check)	Indicates when the total displayed refers to a sales transaction paid by check.
Cr (Charge)	Indicates when the total displayed refers to a sales transaction paid by charge.

□   Depending on the currency base set, displayed when the Euro key is pressed to indicate that the amount is displayed in the Euro currency or in the local currency.

•   Indicates when the cash register is in the training mode.

These symbols clear automatically when you start the next entry or press the **[clear]** key.

Error Conditions

The Error Alarm

The error alarm warns of an operator error (usually when a wrong key is pressed for a specific type of entry) or of an error made during cash register programming. The error alarm can also indicate that the Control Lock is in the wrong position for the current operation. In case of error, the error tone sounds, the letter E is displayed on the customer display, the message ERROR is displayed on the operator display and the keypad locks.

Clearing an Error

Press the **[clear]** key to clear an error. The tone ends, the displays clear and the keypad unlocks, allowing you to continue with the transaction or restart the program.

If an error condition cannot be cleared, perform a general clearance. Bear in mind, however, that **one of the two general clearance procedures, explained in the next section, will set all counters and totals to zero and will cancel all programmed functions**.

NOTE: The **[clear]** key also clears an incorrect entry from the display prior to pressing a registration key. Once an entry is printed, the **[void]** key must be used to correct an error.

General Clearance

If the cash register does not function, for example while programming and the error signal cannot be stopped by pressing the **[clear]** key, perform a general clearance. There are two ways of performing a general clearance, **whereby the second method resets all totals and counters and cancels the programming. Use this method only as last resort**.

General Clearance without Clearing Totals and the Programming

1. Turn the Control Key to the OFF position.

2. Unplug the cash register from the power socket.

3. Wait ten seconds and then reconnect the cash register to the power socket to continue.

If the cash register remains in an error condition, proceed with the second general clearance method.

General Clearance with the Clearing of Totals and all Cash Register Programming

NOTE: Be careful that this procedure erases all totals and counters, and cancels the programming of the cash register.

1. Turn the Control Key to the OFF position.

2. With the cash register still plugged to the power outlet, open the printer compartment cover and press the Reset button on the rear left-hand side.

3. Reprogram the cash register upon completion of its initialization routine.

Voiding Errors

Once an entry is printed, the **[clear]** key cannot be used to clear an error. Press the **[void]** key to correct an error already registered.

Voiding the Entry Just Completed

Simply press the **[void]** key. The entry is reprinted with a "-" symbol followed by the amount and erased from the transaction.

Voiding an Earlier Entry

To void an earlier entry, register it again and then cancel it using the **[void]** key. When a transaction including the error is completed, proceed with the following steps to void the error.

1. Retype the incorrect information, exactly as originally entered, and press the **[void]** key.

2. Enter the correct amount.

3. Total the transaction by pressing the **[amt tend/total]** key.

Memory Back-up Battery System

During cash register operations, all transaction data for the management reports are stored in the cash register's memory. This memory also holds all of the cash register's programming data. The memory back-up battery inside the cash register keeps this information stored in memory when the cash register is unplugged from the power outlet or when a power failure occurs.

To activate the memory back-up battery system, charge the backup battery by keeping the cash register plugged into a grounded power outlet for at least 48 hours. The cash register can be used normally during this period of time.

Printer Compartment

The printer compartment is on the upper left-hand side of the cash register. It houses the customer receipt and journal paper rolls, journal winder spindle, inked ribbon cartridge, the dot-matrix printer and the Reset button.

Ribbon Cartridge

This cash register uses a standard inked ribbon cartridge that needs replacing when faded characters are starting to print. The next section explains how to install the ribbon cartridge.

Installing the Ribbon Cartridge

Proceed as follows when you wish to install a new cartridge:

1. Turn the Control Lock to the OFF position, unlock the printer compartment cover and remove it from the cash register by firmly gripping the back of the cover and gently lifting the front upwards to release its snap features from the case.
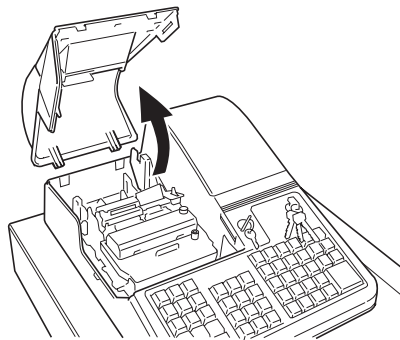
2. Remove the old ink cartridge by pulling the plastic tab on the front of the cartridge towards you while rotating the cartridge.
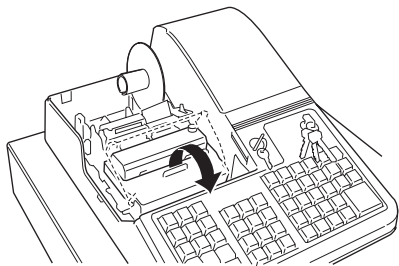
3. Extract the inked ribbon cartridge from its sealed package and slightly turn the ribbon tension knob on the front of the cartridge clockwise (in the direction of the arrows on the cartridge) to tighten the ribbon properly.

4. Holding the cartridge by its front plastic tab, place the lower edge of the cartridge on the printer assembly's cartridge support base and then snap the cartridge into place by rotating it forward while pressing downward. Note that the inked ribbon must slide into its related slit in front of the print mechanism.
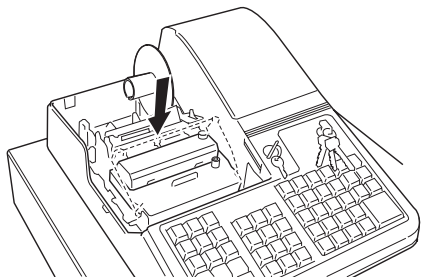
5. Slightly turn the ribbon tension knob on the cartridge clockwise (in the direction of the arrows on the cartridge) to ensure that the ribbon is properly taut.

6. Reposition the printer compartment cover by firstly inserting its rear snap features into the related slots on the case and then gently tilting the front part of the cover downward so the side and front snap features slip perfectly into their respective slots. When doing so, remember to ease the customer receipt through the customer receipt output slot on the cover so that it can then be fed outside the machine. Lock the compartment cover once positioned.
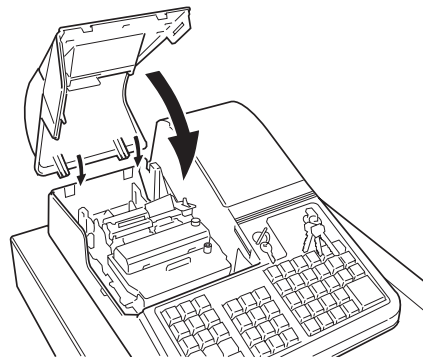
Paper Tape

This cash register uses two rolls of standard 37.5 ± 0.5 mm paper. One roll is is used for the customer receipt while the other roll is used for the journal record. The paper needs to be changed when a red line appears on the tape.

Loading the Customer Receipt Roll

Proceed as follows to load a customer receipt roll into the cash register:

1. Make sure that the cash register is plugged into a grounded power outlet and that the Control Key is in either one of the two REG positions.

2. Unlock and remove the printer compartment cover as explained in the section Installing the Ribbon Cartridge.
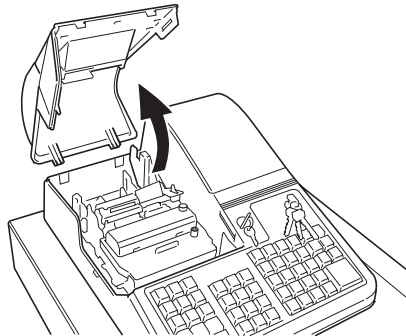
3. With a pair of scissors, cut the end of the new paper tape to create a straight, even edge so that the paper can be properly fed through the print mechanism.

4. Set the customer receipt roll in its predefined slot at the rear left-hand side of the printer compartment so that the paper feeds out from the bottom of the roll. Then insert the end of the paper into the related paper feed slot, indicated by an arrow on the metal frame, as shown in the following figure.
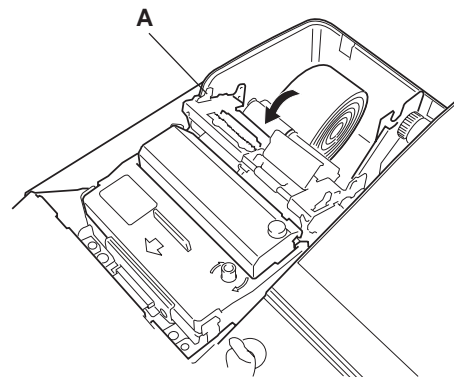
5. Press the **[R feed]** key and manually feed the paper into the slot until its catches and advances approximately six to ten inches above the print mechanism.

NOTE: If the paper does not feed properly, make sure that the paper roll is properly aligned in the slot and that the end of the paper roll is cut straight. If you need to remove the paper tape so that you can attempt to reload it again, move the plastic release lever **(A)** on the side of the metal frame forward, in the direction of the arrow on the frame, and clear the paper from the slot.

6. Pass the end of the customer receipt through the opening on the compartment cover, then reposition, close and lock the compartment cover.
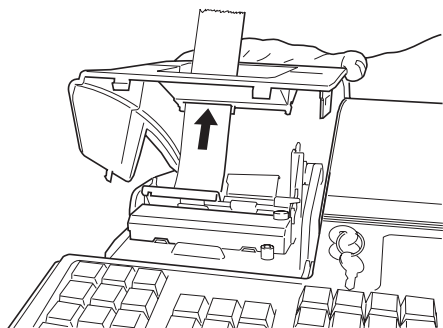
Loading the Journal Roll

Proceed as follows to load a journal roll into the cash register:

1. Make sure that the cash register is plugged into a grounded power outlet and that the Control Key is in either one of the two REG positions.

2. Unlock and remove the printer compartment cover as explained in Installing the Ribbon Cartridge.

3. If you are replacing the journal roll, lift the plastic journal winder spindle from its support on the machine and, if necessary, move the plastic paper release lever located to the upper left of the journal paper insertion slot forward to release the paper which may still be present in the print mechanism. Then slide the journal paper off the plastic winder.

4. With a pair of scissors, cut the end of the new paper tape to create a straight, even edge so that the paper can be properly fed through the print mechanism.

5. Set the journal roll in its predefined slot at the rear right-hand side of the printer compartment so that the paper feeds out from the bottom of the roll. Then insert the end of the paper into the related paper feed slot, indicated by an arrow on the metal frame, as shown in the following figure.
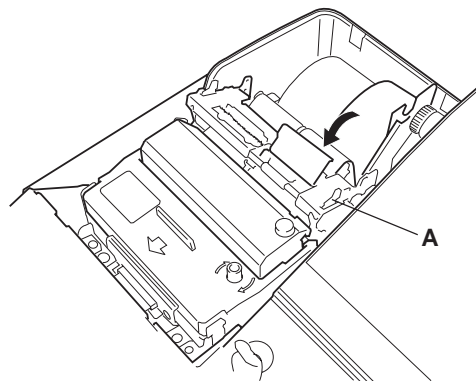
6. Press the **[J feed]** key and manually feed the paper into the slot until its catches and advances approximately six to ten inches above the print mechanism.

NOTE: If the paper does not feed properly, make sure that the paper roll is properly aligned in the slot and that the end of the paper roll is cut straight. If you need to remove the paper tape so that you can attempt to reload it again, move the plastic release lever **(A)** on the side of the metal frame forward, in the direction of the arrow on the frame, and clear the paper from the slot.

7. Holding the plastic journal winder with the two wheels to the right-hand side, slide the end of the paper tape through one of the slots on the plastic journal winder spindle **(1)** and manually roll the winder toward the rear of the cash register **(2)** to take up the slack in the paper tape.

8. Place the journal winder back onto its support bracket **(3)**, making sure that the small external gear on the winder meshes perfectly with the gears of the paper feed mechanism.
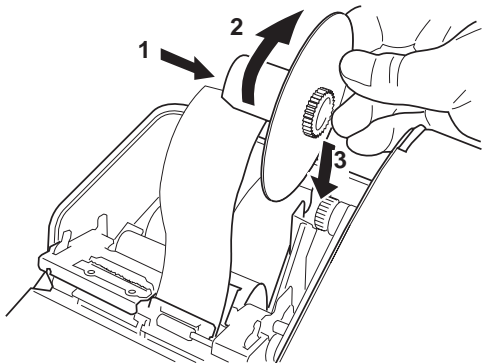
9. Reposition, close and lock the compartment cover.

Quick Start

Quick Start is a brief but complete start-up procedure that allows you to begin using your new cash register as quickly as possible. Carefully follow the steps listed below:

1. Make sure cash register is plugged into a grounded power outlet. **To activate the memory back-up battery system, charge the back-up battery by keeping the cash register plugged into a grounded power outlet for at least 48 hours. The cash register can be used normally during this period of time.** A charged memory back-up battery will hold all transaction data for management reports and all of the cash register's programming data stored in memory when the cash register is turned off or when a power failure occurs.

2. Insert the PRG key into the Control Lock and turn it to the PRG position.

3. Set the current date in the day/month/year format by typing the corresponding numeric keys and then pressing **[#/st/ns]**. Single digits must be preceded by a zero. For example, to set June 23, 2000, type **[230600]** and then press the **[#/st/ns]** key to store your entry. The newly entered date is printed.

   If you wish that the date just entered be printed and displayed in the month/day/year format, type **[40]** and then press the **[void]** Key.

4. Set the current time using the 24-hour (military) format and then pressing **[qty/date]**. Also in this case single digits must be preceded by a zero. For example, to set 1:05 P.M., type **[1305]** and then press the **[qty/date]** to store your entry. To set 9:15 A.M., type **[0915]** and then press **[qty/date]**. The newly defined time is printed.

   If you wish that the time just entered be printed and displayed in the 24-hour format, type **[180]** and then press the **[void]** Key.

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5. Set a machine number by entering a four digit number and then pressing **[+%/PO]**. For example, to set machine number 5, type **[0005]** and then press **[+%/PO]**. The newly assigned machine number is printed.

6. Set the first of up to four possible VAT rates. For example, to set a VAT1 rate of 16%, type **[1]** and then press the **[tax set]** key, type **[16000]** (three digits must be entered after the desired decimal point) and then confirm with the **[amt tend/total]** key. The VAT rate followed by T1 is printed.

7. Set the Euro exchange rate for your local currency. For example, to program an exchange rate of £ 0.62 to the EURO, type **[2]** followed by **[2]** again to define the decimal point positions, type the exchange rate of **[000062]** and press the **[euro]** key. The Euro exchange rate is printed.

8. Program standard Department 1 as VAT1 to a multiple item price sale. For example, to assign VAT1, multiple item cash sale and a price of £3.00 to standard Department 1, type **[00001]** and then press **[st/w/tax/2nd]**, type **[300]** and then press **[department 1/21]**. Press the **[clear]** key to clear the displays.

9. Change, if necessary, the language in which the cash register prints the customer receipt and journal record. The cash register is programmed to print the customer receipt and journal record in English. If you wish to reprogram the cash register to print in Spanish, French or German:
Type **[19]** followed by **[1]** and **[void]** to print in Spanish, **[19]** followed by **[2]** and **[void]** to print in French or **[19]** followed by **[3]** and **[void]** to print in German.
To print in English again, type **[19]** followed by **[0]**.

10. When programming is complete, exit the program mode by turning the PRG key to the OFF position.

11. Practice normal sales transactions by switching the cash register into the Training Mode. This mode is very useful to new users as it allows them to simulate sales transactions without recording these trials in the X or Z management reports. More information on this mode is given in the section entitled Training Mode.

Once you have mastered the Quick Start operations, you will undoubtedly want to expand your use of the machine by studying other sections of this manual and incorporating new programming into your personalized cash management system. For example, other valueable functions include Percent Discount Rate, Percent Plus Rate, Price Look-Ups (PLUs), receipt caption and information format personalization.

Helpful Hints for a Successfull Start-Up

This cash register has up to 40 departments available. You may assign the taxable status to any other department by repeating the tax assignment procedure used for Department 1. For departments 21-40, press the **[dept shift]** key before the applicable department key. For example, to select Department 26 press **[dept shift]** followed by the **[department 6/26]** key.

Training Mode

The optional training mode is designed to help you become better acquainted with the cash register and offers an ideal place for beginners to practice transaction examples. Once the training mode is activated, you cannot operate in the PRG, X or Z modes. The transactions made in the training mode are not summed to machine totals, are not recorded in the X, Z or journal reports. Receipt numbers are not counted either: the number of the last transaction receipt issued before entering the training mode will be printed on each training receipt.

Activating the Training Mode

Proceed as follows to switch the cash register into the training mode:

1. Turn the PRG control key to the PRG position.

2. Type **[666666]** and press the **[amt tend/total]** key. A dot indicating the Training Mode On condition is displayed on the left-hand side of the operator and customer displays.

3. Turn the key to the REG 1 or REG 2 position to perform normal cash register operations.

Exiting the Training Mode

Proceed as follows to exit the training mode and therefore re-enable the cash register to record all sales transactions in the X and Z management reports and in the machine totals.

1. Turn the PRG control key to the PRG position.

2. Type **[555555]** and press the **[amt tend/total]** key.

3. Turn the key to the desired operating position.

Cash Register Programming

This cash register can be programmed to tailor its features according to your specific needs. This programming facility allows you to:

- Define three-digit secret codes for each of the 26 programmable clerks
- Define clerk names
- Set a machine number
- Set the date and time
- Personalize the customer receipt header
- Set percent discount (-%) rates
- Set percent plus (+%) rates
- Define fraction rounding
- Define decimal point positions
- Define up to four VAT rates
- Define Price Look-Ups (PLUs) for individual items and enter an item description
- Define tax status and High Digit Lock Out to the minus key
- Define tax status, High Digit Lock Out, Single/Multiple item sale and relative price to a determined defined department
- Set an exchange rate for the Euro currency
- Personalize the Euro and Local captions, the net converted, Credit-1, Credit-2 and media-in-drawer captions on the receipts and reports
- Program the different system options available
- Print programming reports
- Define manager passwords for the PRG, X and Z modes.

Set some of or all of the above features, depending on your business needs. These program settings will reside in the cash register's memory until you change them or reset the memory by pressing the Reset button located at the rear left-hand side of the printer compartment.

The cash register's memory can also be cleared by means of specific programming sequences. Refer to the section Clearing the Cash Register's Memory.

15

Setting Cash Register Features

All cash register features are programmed by first switching the cash register to the program (PRG) mode.

This chapter provides simple step-by-step procedures on how to program the cash register. An example is provided after each procedure. It is suggested that you first run through all the examples to become familiar with the cash register's programming facilities, then program the cash register according to your own specific needs.

NOTE: Program all the desired features at the same time in order to create a single receipt of all selections. Keep the receipt in a safe place for future reference.

Making Changes to Cash Register Programming

Once the cash register is programmed to satisfy your specific needs, there is no need to reprogram the entire machine to make single program changes or corrections. If you wish to make a change (such as an update to VAT rates, PLUs or Euro exchange rates), be sure you are in the program mode, re-do the program in question and finalize when you are ready to exit the programming mode. A new program entry will automatically overwrite a previous entry for the same program.

Entering the Program Mode

To enter into the program mode simply insert the PRG key into the Control Lock and turn it to the PRG position.

Exiting the Program Mode

Proceed as follows to exit the program mode once you have finished programming the cash register:

1. Print a Program Tape by pressing **[999999]** followed by the **[amt tend/total]** key, as explained in the section entitled Overall Programming Dump Report, for a printed report on how the cash register is currently programmed.

2. Store the program tape in a safe place for future reference.

3. Turn the PRG key to the REG position if you wish to carry out sales transactions, or to the OFF position if you wish to exit.

Clearing Errors

To clear an error made during the programming phase, simply press the **[clear]** key. The error tone ends, the display clears and the keypad unlocks.

In case an error condition cannot be cleared, perform one of the two general clearance methods explained in the section entitled General Clearance. **Remember that the second general clearance sets all counters and totals to zero, and cancels all features programmed.**

Clerk Numbers, Secret Codes and Names

Clerk codes are a special security feature to control access to the register. You can program up to 26 individual clerk numbers linked to secret entry codes of three digits each. By enabling the Clerk System Active option as indicated in the Programming System Options section, the register assigns the default security **[000]** to all clerks. You can also assign a name to each of the 26 Clerks, which will be printed on the customer receipts, on the journal and on all management reports analysing the transactions of that specific Clerk.

Programming a Secret Code Linked to a Clerk Number

1. Insert the PRG key into the Control Lock and turn it to the PRG position.
2. Type **[121]** and then press the **[void]** Key to activate the Clerk system.
3. Type **[444444]** and press the **[amt tend/total]** key. The symbol "C" is displayed on the left-hand of the displays and the message "CLERK PASS" is displayed on the upper row of the operator display.
4. Type a number to which the secret code will be linked.
5. Set a three-digit secret code by typing three **[numeric keys]**.
6. Press the **[clerk]** key.

Repeat the above operations (from step 4 to step 6) to assign a secret code to the remaining 25 Clerks or use the **[clear]** key to exit from Clerk Secret Code programming.

If you wish to change the clerk's secret code and the Clerk system is already activated, there is no need to perform step 2 above.

Example: Assign secret code 106 to Clerk 1 for the first time.

Type/Press:

[121] + [void] + [444444] + [amt tend/total] + [1] + [106] + [clerk]

Deactivating the Clerk System

Proceed as follows if for any reason you wish to deactivate the Clerk system, in other words if you no longer want to enter a clerk number and related secret code to perform sales transactions.

1. Insert the PRG key into the Control Lock and turn it to the PRG position.
2. Type **[120]** and then press the **[void]** key.

Entering a Clerk Number/Secret Code Before Cash Register Operations

Proceed as follows to enter a defined Clerk number and secret code before using the cash register in REG 1/REG 2 operating mode.

1. Turn the Control Lock to the REG 1/REG 2 position.
2. Type a Clerk number **[1, 2, ... or 26].**
3. Type the corresponding three-digit code.
4. Press the **[clerk]** Key.

The clerk number appears on the left-hand side of the operator and customer displays and the message "CLERK 1" or the name of the clerk is displayed on the upper line of the operator display and is printed under the date on the customer receipt and journal.

Assigning Clerk Names

This cash register feature is useful for rapid identification of the different clerks which are enabled to use the cash register. You can program a clerk name or identifier of up to 18 characters long by using the Character Code Table provided in the Appendix of this manual or by using the alphanumeric keypad. The assigned Clerk name will be automatically printed on all receipts, journal records and management reports carried out with the associated clerk number and displayed on the upper row of the operator display. However, you can also program the cash register to not print the assigned Clerk name. Refer to the section entitled Programming System Options for more information.

Proceed as follows to define a clerk name using the Character Code Table:

1. Turn the PRG key to the PRG position.

2. Type the number of the Clerk whose name is to be defined.

3. Press the **[return]** key. The letter "P" appears on the left-hand side of the operator and customer displays while the message "CLERK NAME" is displayed on the operator display.

4. With reference to the Character Code Table in the Appendix, type the string of character codes to define the letters of a name and then press the **[check/valid]** key. Up to a maximum of 18 digits can be entered. The name entered will be printed.

Example: Program **Christina** as the name for Clerk number 1.

Type/Press:
1 + [return] + [43 09 19 10 20 21 10 15 02] + [check/valid]

You can also define a clerk name by using the alphanumeric keypad. Proceed as follows to do so:

1. Turn the PRG key to the PRG position.

2. Type the number of the Clerk whose name is to be defined.

3. Press the **[return]** key. The letter "P" appears on the left-hand side of the operator and customer display while the message "CLERK NAME" is displayed on the operator display.

4. Type the **[dept]** key corresponding to the letter wanted. If the letter wanted is on the bottom half of the **[dept]** key, press the **[dept shift]** key first then the related **[dept]** key. After entering the letter string wanted, press the **[check/valid]** key. The name entered will be printed.

Example: Program **Alex** as the name for Clerk number 2.

Type/Press:
2 + [return] + [1/21 12/32 5/25] + [dept shift] + [4/24] + [check/valid]

Machine Numbers

The machine number is a four-digit number used to identify the cash register. The machine number is printed on all receipts, journal records and management report.

Proceed as follows to set a machine number:

1. Turn the PRG key to the PRG position.

2. Type the **[numeric keys]** corresponding to the machine number to be assigned (up to 4 digits, 0-9999).

3. Press the **[+%/PO]** key.

Example: Program machine number 5621.

Type/Press:
[5621] + [+%/PO]

Date and Time

Set the date option to print the current date at the top of each receipt, journal record or management report. The date will print in the day/month/year format unless otherwise programmed as explained in the section entitled Programming System Options. You can display the date by pressing the **[qty/date]** key when the cash register is in the REG mode.

Set the time option to print the current time at the bottom of the receipt in the hour:minutes format. The time is automatically shown on both customer and operator displays after 30 seconds of cash register inactivity with the control key in either one of the two REG positions.

The date and time change automatically as long as the cash register is plugged into the wall outlet or the battery back-up system inside the cash register remains active.

Setting the Date

Proceed as follows to set the current date:

1. Turn the PRG key to the PRG position.

2. Type the **[numeric keys]** representing the current date. Remember to use the DDMMYY format. Single digit numbers for months and days must be preceded by a zero (0).

3. Press the **[#/st/ns]** key to store the date. The date entered is printed.

4. Press the **[clear]** key to program another feature or exit the program mode by turning the PRG key to the OFF position.

Example: Set a date of June 23, 2000.

Type/Press:

[230600] + [#/st/ns]

NOTE: If you wish that the date just entered be printed and displayed in the month/day/year format, type **[40]** and then press the **[void]** Key. More information on how to change the cash register's basic programming is explained in the section Programming System Options.

Setting the Time

Proceed as follows to set the correct time in the hour:minutes format:

1. Turn the PRG key to the PRG position.

2. Type the **[current time]** using the HH:MM format.

NOTE: Time is set according to international, or military time (24-hour clock format). To correctly enter this time, simply add 12 to all hours in the PM. For example, to set the time to 9:00 AM, type **[0900];** to set the time to 2:15 PM, type **[1415].**

3. Press the **[qty/date]** key to store the entered time. The newly defined time is automatically printed.

4. Press the **[clear]** key to program another feature or exit program mode by turning the PRG key to the OFF position.

Example: Set the time at 3:30 PM.

Type/Press:

[1530] + [qty/date]

NOTE: If you wish that the time just entered be printed and displayed in the 24-hour format, type **[180]** and then press the **[void]** key. More information on how to change the cash register's basic programming is explained in the section Programming System Options.

Receipt Header

Your cash register is programmed to print a courtesy header enclosed in a box delimited by asteriscs, on all customer receipts and reports when the control lock is in the REG 1, X and Z positions. With the control lock in the REG 2 and PRG positions, the header will not be printed.

NOTE: You can change the programmed language in which the cash register prints the header on the customer receipt and journal record. Turn to the section Programming System Options, Machine Condition 19, to see in which languages the cash register can print the default receipt header.

The receipt header can consist of up to five lines of 18 characters each. You can change the cash register's default header according to your own business needs by using the alphanumeric keypad or the Character Code Table provided in the Appendix, to enter the characters for your new header.

Personalizing the Receipt Header

Proceed as follows to change the default receipt header:

1. Turn the PRG key to the PRG position.

2. Type **[3]** followed by the **[number]** of the line (n = 1....5) you wish to modify and then press the **[return]** key. The letter "P" appears on the left-hand side of the displays and the message "LOGO LINE n" is displayed on the operator display where n is the number of the line to change.

3. Using the cash register's aphanumeric keypad or the Character Code Table in the Appendix, type the character code string for the letters to be entered on this particular line selected. Remember that up to 18 characters can be entered. If you wish to center a writing, you will need to calculate the empty character spaces before and after your string and type the appropriate blank space code (00) in the corresponding places. Use the **[void]** key as backspace function to clear an incorrect character entry if necessary.

4. Press the **[check/valid]** key again to store the newly defined header line. This new line is automatically printed.

5. Repeat steps 3 and 4 if you wish to program the remaining three programmable header lines.

Example: Change the fourth line of the default header to *SEE YOU SOON* with the appropriate spaces before and after to center this new string and using the Character Code Table provided in the Appendix.

Type/Press:

[3] + [4] + [return] + [76 00 00] + [59 45 45 00] + [65 55 61 00] + [59 55 55 54] + [00 00 76] + [check/valid]

NOTE: If you wish to use the alphanumeric keypad to type the header SEE YOU SOON, type **[00]** for the spaces and then press the Dept key corresponding to the letter wanted. If the letter wanted is on the bottom half of the key, firstly press the **[dept shift]** key and then the related **[dept]** key. The asterisk can only be entered by typing its corresponding code (76) from the Character Code Table in the Appendix.

Percent Discount (-%)

Setting this option automatically calculates the preset rate each time the [-%/RA] key is pressed. The percentage rate can be discounted from an individual item, or from a sales transaction total when the key is pressed after a subtotal.

Setting a Percent Discount (-%) Rate

Proceed as follows to define a standard discount rate:

1. Turn the PRG key to the PRG position.

2. Type the **[numbers]** representing the desired percentage rate. Up to four digits ranging from 0 to 99.99 can be used, and you **MUST** enter a total of four digits, two before and two after the desired decimal place. For example, to enter 10%, type **[1000],** to enter 6.5% type **[0650]**.

3. Press the **[0]** key followed by the **[-%/RA]** key to store the rate. The programmed rate is printed with the caption "DISCOUNT".

4. Press the **[clear]** key to program another feature otherwise exit the program mode by turning the key to the OFF position.

Example: Program a standard 10% discount rate.

Type/Press:

[1000] + [0] + [-%/RA] + [clear]

Percent Plus Rate (+%)

Setting this option automatically calculates the preset add-on rate each time the [+%/PO] key is pressed. This percentage rate can be added to an individual item, or to a transaction total when the key is pressed after a subtotal.

Setting a Percent Plus (+%) Rate

Proceed as follows to define a standard add-on rate:

1. Turn the PRG key to the PRG position.

2. Type the **[numbers]** representing the desired percentage rate. Up to four digits ranging from 0 to 99.99 can be used, and you **MUST** enter a total of four digits, two before and two after the desired decimal place. For example, to enter 10%, type **[1000],** to enter 6.5% type **[0650].**

3. Press the **[0]** key followed by the **[+%/PO]** key to store the rate. The programmed rate is printed along with the caption "ADD ON".

4. Press the **[clear]** key to program another feature otherwise exit the program mode by turning the PRG key to the OFF position.

Example: Program a standard 3% add-on rate.

Type/Press:

[0300] + [0] + [+%/PO] + [clear]

Fraction Rounding

Fraction rounding is used to round figures with decimals up or down to the nearest whole numbers and is used for percent tax, percent discount and percent add-on calculations. The machine is preset with rounding code "50" where a fraction under one half pence is rounded down one pence, a fraction above one half pence is rounded up one pence. Choose from the following three options to select the rounding as needed:

Rounding Code	Fraction Rounding
00	a fraction of a pence is rounded down one pence
50	a fraction under one half pence is rounded down one pence, a fraction above one half pence is rounded up one pence
99	a fraction of a pence is rounded up one pence

For the Swiss franc, French franc, Danish krone and Swedish krona currencies, you can program the machine so that the subtotal and total of a transaction are automatically rounded accordingly whenever the **[st/w/tax/2nd]** or **[amt tend/total]** key is pressed. For the possible rounding options available, refer to the section Rounding Option for Swiss, French, Danish and Swedish Currencies.

Setting the Rounding Code

Proceed as follows to program fraction rounding:

1. Turn the PRG key to the PRG position.

2. Type the **[rounding code]** and press the **[charge]** key. The programmed rounding code is automatically printed along with the caption "CHARGE".

3. Press the **[clear]** key to program another feature, otherwise exit the program mode by turning the PRG to the OFF position.

Example: Program the rounding code so that a fraction of a pence is rounded down one pence.

Type/Press:

[00] + [charge] + [clear]

Decimal Point Position

The decimal point setting is preset to the x.xx format. This format can be changed, as needed, to one of the other settings below.

Changing the Decimal Point Position

Proceed as follows to define a new position for the decimal point.

1. Turn the PRG key to the PRG position.

2. Type the status number **[0, 1, 2 or 3]** to select the desired format as indicated in the following table:

Status Number	Format
0	x
1	x.x
2	x.xx
3	x.xxx

3. Press the **[-%/RA]** key to set the new format. The setting made is automatically printed along with the caption "R-A-".

4. Press the **[clear]** key to program another feature, otherwise exit the program mode by turning the PRG to the OFF position.

Example: Program the cash register so that two digits are left after the decimal point.

Type/Press:

[2] + [-%/RA] + [clear]

Value Added Tax (VAT) Rates

Up to four VAT rates (VAT 1, VAT 2, VAT 3 and VAT 4) can be preset in the cash register. A maximum 5-digit VAT rate can be programmed (0-99.999%).

Setting a Fixed VAT Rate

Proceed as follows to program a fixed tax rate:

1. Turn the PRG key to the PRG position.

2. Type the **[numbers]** which represent the VAT (1 for VAT 1, 2 for VAT2, 3 for VAT 3 and 4 for VAT 4).

3. Press the **[tax set]** key. The message "TAX n RATE" appears on the operator display where n is the number representing the VAT rate.

4. Type the VAT rate. Up to five digits can be used, and you MUST enter three digits after the desired decimal place. For example, to enter a 5.5% VAT rate, type **[5500]**; to enter a 16% VAT rate, type **[16000]**.

5. Press the **[amt tend/total]** key. The tax rate entered followed by its alphanumeric identifier (T1, T2, T3 or T4) is printed.

NOTE: If you make an error, press the **[clear]** key and start again from step 3.

6. Press the **[clear]** key to program another feature, otherwise exit the program mode by turning the PRG key to the OFF position.

Example: Set a VAT 1 rate of 5.5%, VAT 2 rate of 7%, VAT 3 rate of 15% and a VAT 4 rate of 20%.

Type/Press:

[1] + [tax set] + [5500] + [amt tend/total]
[2] + [tax set] + [7000] + [amt tend/total]
[3] + [tax set] + [15000] + [amt tend/total]
[4] + [tax set] + [20000] + [amt tend/total]

High Digit Lock Out (HDLO) and Tax Status Assigned to the Minus Key (-)

You can limit the number of digits, i.e. the maximum value of a minus key operation, from 1 to 6 digits. This makes sure that minus key amounts do not exceed a maximum amount. You can also assign a VAT rate or a non tax status to the minus key.

Make your selections for this feature from the following options:

High Digit Lock Out	Taxation
0 = No HDLO	00 = Non taxable
1 = 1 digit (0.09)	01 = VAT 1
2 = 2 digits (0.99)	02 = VAT 2
3 = 3 digits (9.99)	03 = VAT 3
4 = 4 digits (99.99)	04 = VAT 4
5 = 5 digits (999.99)	
6 = 6 digits (9999.99)	

Programming the High Digit Lock Out and Tax Status

1. Turn the PRG key to the PRG position.

2. Type the HDLO code **[0-6]**.

3. Type the tax status code **[00-04]**.

4. Press the **[-]** key. A minus sign appears on the displays and the caption "COUPON" is printed on the receipt along with the programmed tax status.

5. Press the **[clear]** key to program another feature, otherwise exit the program mode by turning the PRG key to the OFF position.

Example: Allocate a maximum of 5 digits and VAT 2 to the minus key.

Type/Press:

[5] + [02] + [-]

Tax Status, High Digit Lock Out, Single/Multiple Item Sale and Price Linked to a Department

You can assign the following to individual departments:

- A department status, consisting of:
  - Department definition, meaning a Standard department where ordinary items are sold or a Negative department where negative sales transactions are recorded.
  - Single item cash sale or multiple item sale capability whereby the department will ring up each item entered as a single item sale with exact change tender or as a multiple item sale.
  - A High Digit Lock Out code whereby you prohibit item entries for a certain number of digits and above.
  - A taxable or non-taxable status.

- The price which will ring up automatically every time the appropriate department key has been pressed. You can also skip this option, in which case the price has to be entered manually before pressing the department key.
- A maximum 12-character description of the item associated to the specific department key.

The 5-digit department status can be programmed using the following options:

Dept. Def.	Single/Multiple Item Cash Sale	High Digit Lock Out	Tax Status
0 = Standard Dept.	0 = Normal	0 = No HDLO	00 = Non tax.
	1 = Single item cash	1 = 1 digit (0.09)	01 = VAT 1
1 = Negative Dept.		2 = 2 digits (0.99)	02 = VAT 2
		3 = 3 digits (9.99)	03 = VAT 3
		4 = 4 digits (99.99)	04 = VAT 4
		5 = 5 digits (999.99)	
		6 = 6 digits (9999.99)	

Linking an HDLO, Tax Status, Single/Multiple Item Cash Sale, Item Price and Description to a Department

1. Turn the PRG key to the PRG position.

2. Type the **[department definition]**, **[single/multiple item cash sale]**, **[HDLO]** and **[tax status]** options by referring to the previous table.

3. Press the **[st/w/tax/2nd]** key to confirm your entry. The message "DEPT PRICE" appears on the operator display and the codes of the options programmed will be printed along with the caption "SUBTTL".

4. Type a **[price]** to assign to a specific item and then press the relative **[department]** key. The message "DEP n NAME" appears on the operator display and the amount entered is printed along with the caption "DEPT n", where the n in both cases represents the department number.

5. With reference to the Character Code Table in the Appendix or by using the alphanumeric keypad, define the department descriptor (max 12 chars, spaces included).

6. Store the item descriptor entered by pressing the **[check/valid]** key.

7. Press the **[clear]** key to program another feature, otherwise exit the program mode by turning the PRG key to the OFF position.

Example: Assign a five digit HDLO, VAT 1, multiple item sale, a price of £2.50 to an item in Standard Department 1 named Groceries defined using the Character Code Table.

Type/Press:

[0] + [0] + [5] + [01] + [st/w/tax/2nd] + [250] + [department 1/21] + [47 58 55 43 45 58 49 45 59] + [check/valid]

NOTE: If you wish to rename the Groceries department back to DEPT 1, repeat the procedure and enter the character code string [44 45 56 60 00 31] (or type the related characters on the alphanumeric keypad).

Price Look-Ups (PLUs)

Price Look-Ups simplify cash register operations by automatically registering an individual item's price (up to 999 can be registered), maximum 12-character description (spaces included), department number, tax status and rate (if applicable). To look up individual item prices, simply type the item's corresponding PLU number and press the **[plu]** key.

Creating Price Look-Ups

Proceed as follows to create a price look-up:

1. Turn the PRG key to the PRG position.

2. Press the **[qty/date]** key. The message "PLU PRICE" appears on the operator display and the number 001 is displayed on the left-hand side of the displays to indicate the first PLU number.
If you wish to change the PLU number from 001 to another number such as 30, type **[030]** and then press the **[plu]** key.

3. Type the **[unit price]** that you wish to assign to that PLU.

4. Press the appropriate **[department]** key to assign the PLU to a Department from 1 to 20. Use the **[dept shift]** key for departments from 21-40. The message "PLU NAME" is displayed while the PLU number, item price and department number are printed.

5. With reference to the Character Code Table in the Appendix or by using the alphanumeric keypad, define a maximum 12-character description to the PLU item. For example, the item Coffee will have the **[43 55 46 46 45 45]** character code string if the Character Code Table is used.

6. Press the **[check/valid]** key to store the PLU item description which is printed. The cash register automatically switches to the next PLU item number.

7. Press the **[qty/date]** key to program another feature, otherwise exit the program mode.

Example: Create PLU 1 with a unit price of £2.69 assigned to Department 3 and name this item Coffee by using the Character Code Table and then create PLU 320 with a unit price of £5.00 assigned to Department 33 and name this item Books by using the alphanumeric keypad.

Type/Press:

[qty/date] + [269] + [department 3/23] + [43 55 46 46 45 45] + [check/valid] + [320] + [plu] + [500] + [dept shift] + [dept 13/33] + [dept 2/22 dept 15/35 dept 15/35 dept 11/31 dept 19/39] + [check/valid] + [qty/date]

Euro Exchange Rates

You can program the Euro exchange rate so that the cash register can automatically calculate the transaction from your local currency into the Euro currency and vice versa depending on the cash register's base currency (Local or Euro). The cash register is programmed by default so that your local currency is the base currency. If you wish to change the base currency to Euro, refer to the "Programming System Options" section in this manual, Machine Condition 31.

Programming the Euro Exchange Rate

Euro exchange rate programming consists of firstly defining the position of the decimal point of the Euro exchange rate (0-8 digits after the decimal point), the position for the decimal point of the changed amount which is also printed on the sales receipt (0-3 digits after the decimal point), and then the actual current exchange rate (up to 6 digits). To provide you with the Euro currency value, the cash register divides the local currency value by the exchange rate defined.

Proceed as follows to program or update the exchange rate of your local currency into Euro:

1. Turn the PRG key to the PRG position.

2. Type the **[decimal point position]** of the exchange rate (0-8 digits after the decimal point).

3. Type the **[decimal point position]** of the converted amount (0-3 digits after the decimal point).

4. Type the **[exchange rate]** using up to six digits without specifying any decimal point.

5. Press the **[euro]** key to store the exchange rate. The rate entered is automatically printed along with the caption "EURO".

Example: Program an exchange rate of £ 0.62 to the Euro.

Type/Press:

[2] + [2] + [000062] + [euro]

Receipt and Report Captions

This cash register model also gives you the possibility of personalizing the different captions printed on the customer receipt, journal roll and on financial and management reports.

The currency convert caption printed on the customer receipt or journal record can be changed, when working in the EURO base currency mode, from the default LOCAL caption to, for example, your actual local currency descriptor (such as UK pounds) or, when working in the local base currency mode from the default EURO caption to any other descriptor you wish. You can also change the covert total net sales caption on the financial and management reports to any other descriptor as required.

Likewise, you can personalize the captions for credit card payments made. The machine's default Credit 1 and Credit 2 captions identify total sales amounts charged to, lets say, two different types of credit cards, These captions can be changed, for example, to identify the respective cards.

Furthermore, this cash register model also lets you personalize the captions identifying the totals of the different types of payments that were tendered to the cash register and accounted for in the financial and management reports. The Media-In-Drawer caption programming feature allows you to convert default captions such as Cash EURO or Charge EURO into any other descriptor you wish.

Personalizing EURO and Local Captions

By default the cash register prints one of two programmable convert captions to indicate a converted sales transaction total on the receipt and journal report; if the cash register is programmed with a Local base currency, the convert caption printed is "EURO" while if it is programmed with a Euro base currency, the convert caption printed is "LOCAL". If an exchange rate has been defined, the amounts indicated in both cases are the sales totals converted into the respective currency. If an exchange rate has not been defined, by default the cash register assumes a 1:1 conversion rate.

If you wish to avoid printing the Local or Euro converted sales total and just print the transaction total of the base currency, program the cash register to do so as indicated in the section entitled Programming System Options, Machine Condition 30.

If you have programmed the cash register for a Euro base currency, proceed as follows to change the LOCAL caption printed:

1. Turn the PRG key to the PRG position.

2. Type **[41]** and then press the **[return]** key. The caption "LOCAL" appears on the operator display.

3. With reference to the Character Code Table in the Appendix or by using the alphanumeric keypad, define the new caption (max 10 characters, spaces included). Remember that you can use the **[void]** key as backspace function if an error is made during caption entry.

4. Press the **[check/valid]** key to confirm the new caption which is automatically printed.

Example: Change the caption LOCAL to UK POUNDS by using the alphanumeric keypad.

Type/Press:

[41] + [return] + [dept shift] [dept. 1/21] + [dept. 11/31] + [00] + [dept. 16/36] + [dept. 15/35] + [dept shift] + [dept. 1/21] + [dept. 14/34] + [dept. 4/24] + [dept. 19/39] + [check/valid]

You can proceed in the same way to change the EURO convert caption printed when the Local base currency is programmed. In this case the only difference is that you need to type **[42]** in step 2 and the caption "EURO" appears on the operator display; you can then program whatever caption you wish as long as it is up to 10 characters long.

Personalizing the Net Converted Caption

The machine's default net converted caption "CNV.NET" indicating the net sales total exchanged into a programmed currency (either your local currency or EURO, depending on the machine's programmed base currency) at the currency exchange rate defined and that is printed on the financial and management reports, can be personalized accordingly.

If the cash register is in its default base currency mode and you wish to personalize the CNV.NET caption of the financial and management report to identify the converted EURO value, proceed as follows:

1. Turn the PRG key to the PRG position.

2. Type **[43]** and then press the **[return]** key. The caption "CONV.NET" appears on the operator display.

3. With reference to the Character Code Table in the Appendix or by using the alphanumeric keypad, define the new caption (max. 10 characters, spaced included). Remember that you can use the **[void]** key as backspace function if an error is made during caption entry.

4. Press the **[check/valid]** key to confirm the new caption which is automatically printed.

Example: Change the caption CNV.NET to EURO NET by using the alphanumeric keypad.

Type/Press:

[43] + [return] + [dept. 5/25] + [dept. shift] + [dept. 1/21] + [dept. 18/38] + [dept. 15/35] + [00] + [dept. 14/34] + [dept. 5/25] + [dept. 20/40] + [check/valid]

Personalizing the Credit 1, Credit 2 Captions

With reference to the Programming System Options section in this manual, you can set Machine Condition 16 so that the cash register reserves department 19 or 20, or both, for the registration of credits deriving from sales transactions. By means of this function, you can assign Credit 1 to the transactions paid with one type of credit card and Credit 2 to those paid with another. In this way you can sort the sales that have been paid with two different credit cards. The related Credit 1 (referring to the credits registered in Department 20) and Credit 2 (referring to the credits registered in Department 19) captions can be personalized according to your needs or according to the related credit card. Proceed as follows to do so:

1. Turn the PRG key to the PRG position.

2. Type **[51]** for Credit 1 caption programming or **[52]** for Credit 2 caption programming and then press the **[return]** key.
   The message "CRED n NAME" is displayed where **n** can be either 1 or 2 depending on the credit caption to the programmed.

3. Define a **[new caption]** of up to 12 characters, spaces included, by using either the Character Code Table found in the Appendix or by typing it directly on the alphanumeric keypad. Remember that you can use the **[void]** key as backspace function during caption entry.

4. Press the **[check/valid]** key.

Personalizing the Media-In-Drawer Caption

The total net amounts for the different means of payment (cash, check, charge, credit cards) tendered in EURO currency when the machine is in the local base currency mode, or in local currency when the machine is in the EURO base currency mode, are indicated individually in the financial reports thus helping you to sort between the different means payments that have been made in the specific currency. These amounts are identified by captions that you can personalize according to your needs.

The personalizing the media-in drawer caption function is particularly useful when receiving different forms of payment in local currency when the machine is in the EURO base currency mode. For example, if you received a charge payment in UK £, you can change the charge Euro caption accordingly being careful to not exceed the max. limit of 12 characters, spaces included.

To personalize the media in drawer captions, proceed as follows:

1. Turn the PRG key to the PRG position.

2. Type **[4n]**, where **n** represents the media caption to be changed:

   4 = CASH EURO
   5 = CHECK EURO
   6 = CHARGE EUR
   7 = CREDIT1 EU
   8 = CREDIT2 EU

   For example, type **[46]** if you wish to change the CHARGE EUR position.

3. Press the **[return]** key. The caption currently set for the choice made is displayed.

4. With reference to the Character Code Table in the Appendix or by using the alphanumeric keypad, define the new caption of up to a maximum of 12 characters, spaces included. Remember that you can use the **[void]** key as backspace function to correct any error made during caption entry.

5. Press the **[check/valid]** key to confirm the new caption which is automatically printed.

Programming System Options

Your cash register's system options programming feature includes 35 options for the operation of the cash register, receipt printing and management report printing. Each of the functions described in this section is already set upon delivery of the cash register to meet the most frequent requirements. The cash register's factory default settings, which you can reprogram at any time, are indicated in bold print in the table below.

Machine Condition	Settings
1	**0** = Grand Total will not reset after Z financial report 1 = Grand Total will reset after Z financial report
2	**0** = Subtotal will print when the "#/ST/NS" key is pressed 1 = Subtotal will not print when the "#/ST/NS" key is pressed
3	**0** = Amount tender is not compulsory 1 = Amount tender is compulsory
4	0 = Date set in the "month - day - year" format **1** = Date set in the "day - month - year" format
5	**0** = Z1 and Z2 counter will not reset after a Z report 1 = Z1 and Z2 counter will reset after a Z report
6	**0** = VAT amount is printed on the receipt 1 = VAT amount is not printed on the receipt
7	**0** = Zero skip on financial report 1 = Non-skip on financial report
8	**0** = Date will print 1 = Date will not print
9	**0** = Time will print 1 = Time will not print

Machine Condition	Settings
10	**0** = Consecutive receipt number will print 1 = Consecutive receipt number will not print
11	**0** = Clerk name will print 1 = Clerk name will not print
12	**0** = Clerk system inactive 1 = Clerk system active
13	0 = Reserved 1 = Reserved **2** = VAT calculation
14	**0** = Z1/Z2 counter will print 1 = Z1/Z2 counter will not print
15	0 = VAT amount will be printed after tender amount (sales receipt) **1** = VAT amount will be printed before total amount (sales receipt)
16	**0** = Normal Key Layout 1 = Dept20 used as Credit 1 2 = Dept19 used as Credit 2 3 = Dept20 used as Credit 1 and Dept19 as Credit 2
17	Reserved
18	0 = Time set to 24 hour format **1** = Time set to 12 hour format
19	**0** = Language selection - English 1 = Language selection - Spanish 2 = Language selection - French 3 = Language selection - German

Machine Condition		Settings
20	**0** =	Not mandatory to input clerk number at each transaction
	1 =	Clerk number must be entered at each transaction
21		Reserved
22		Reserved
23	**0** =	Addition and subtraction +% result to the department
	1 =	No addition nor subtraction +% result to the department
24	**0** =	VAT amounts are separately printed on receipt
	1 =	Only total VAT amount is printed on receipt
25	**0** =	Duplicate Z report active
	1 =	Duplicate Z report inactive
26	**0** =	Consecutive receipt number will reset after Z1 report
	1 =	Consecutive receipt number will not reset after Z1 report
27	0 =	0 price registration allowed
	1 =	0 price registration not allowed
28	**0** =	Euro convert function allowed
	1 =	Euro convert function not allowed
29	**0** =	VAT rate not printed on financial report in VAT mode
	1 =	VAT rate printed on financial report in VAT mode
30	0 =	Prints converted total at convert tender
	1 =	Prints converted total at every tender
31	**0** =	Local base currency
	1 =	Euro base currency

Machine Condition		Settings
32	**0** =	Receipt copies will be issued
	1 =	Receipt copies will not be issued
33	**0** =	Validation printing in format 1 (refer to section Validation Operations)
	1 =	Validation printing in format 2 (refer to section Validation Operations)
	2 =	Validation printing in format 3 (refer to section Validation Operations)
	3 =	Validation printing disabled
34	**0** =	Validation printing repeated as many times as required
	1-9 =	Definition of the number of time validation printing is to be performed
35	**0** =	No rounding
	1 =	Swiss rounding
	2 =	French rounding
	3 =	Danish rounding
	4 =	Swedish rounding

NOTE: Machine conditions 17, 21 and 22 are not available.

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Changing the Cash Register's Standard Settings

Proceed as follows if you wish to change any of the standard machine settings indicated in the previous table:

1. Turn the PRG key to the PRG position.

2. Type the **[number]** of the machine condition (1-35 as indicated in the table) that you wish to alter. Machine conditions 17, 21 and 22 are reserved and cannot be changed.

3. Type the **[number]** of the required setting.

4. Press the **[void]** key. The message "VOID/CORR" is printed with setting you have just made.

5. Press the **[clear]** key to program another feature, otherwise exit the program mode by turning the PRG key to OFF.

Example: Program the cash register so that the customer receipts and journal record are printed in German instead of in English.

Type/Press:

[19] + [3] + [void]

Rounding Option for Swiss, French, Danish and Swedish Currencies

For the Swiss franc, French franc, Danish krone and Swedish krona currencies, you can program the machine to so that the amount of a transaction is automatically rounded accordingly whenever the **[st/w/tax/2nd]** or a **[tender]** key is pressed. The rounded result will be displayed on the operator and client displays, printed on the customer receipt and journal report. The total adjustments are indicated on the financial reports.

Setting the Rounding Option

With reference to the section Programming System Options, by setting Machine Condition 35 to the related value (1, 2, 3 or 4), you can program the machine to round off the subtotal or tender values of the related currency as follows:

- Swiss franc rounding (Machine condition 35, setting 1)

  0.00 – 0.02 = amount rounded to 0.00
  0.03 – 0.07 = amount rounded to 0.05
  0.08 – 0.09 = amount rounded to 0.10

- French franc amount rounding (Machine condition 35, setting 2)

  0.00 – 0.03 = amount rounded to 0.00
  0.04 – 0.07 = amount rounded to 0.05
  0.08 – 0.09 = amount rounded to 0.10

- Danish krone rounding (Machine condition 35, setting 3)

  0.00 – 0.12 = amount rounded to 0.00
  0.13 – 0.37 = amount rounded to 0.25
  0.38 – 0.62 = amount rounded to 0.50
  0.63 – 0.87 = amount rounded to 0.75
  0.88 – 1.12 = amount rounded to 1.00

- Swedish krona rounding (Machine condition 35, setting 4)

  0.00 – 0.24 = amount rounded to 0.00
  0.25 – 0.74 = amount rounded to 0.50
  0.75 – 1.24 = amount rounded to 1.00

For example by programming machine condition 35 to setting 2, if the total of a transaction in French francs is FRF 135.31, the amount FRF 135.30 will be displayed when the **[st/w/tax/2nd]** key is pressed and accounted for when a tender key is pressed.

Provided on the next page is an example receipt showing the programmed rounding.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 3    *82.50T3
DEPT 5    *57.00
--------------------
SUBTTL   *139.50
DISCOUNT   3.00%-
          *-4.19
--------------------
SUBTTL   *135.31 ───────────── Transaction subtotal
          *10.44T3
--------------------
TOTAL
          *135.30 ───────────── Transaction rounded off
EURO      *28.63e                total in Local currency
CASH     *135.30

      AM 8-46  0011
```

Dump Reports

Printing an All PLU Dump Report

If a large number of PLUs are created (bear in mind that up to 999 PLUs can be programmed), a separate receipt can be printed indicating all the PLUs programmed. Their number, associated price, VAT rate (if applicable), item descriptor and associated department are reported on this receipt, which should be kept in a safe place for future reference.

Proceed as follows to print a PLU report:

1. Turn the PRG key to the PRG position.
2. Press the [plu] key to print the list.
3. Turn the PRG key to the OFF position to exit the program mode.

Shown below is an example PLU dump report.

```
Date ──────────── 27-06-00 MC #:5621 ──────── Machine number

                  PLU NO.      001
                  GROCERIES   2.69T1
                  COFFEE
Allocated ─────── PLU NO.      002 ─────────── PLU number
department        GROCERIES   1.50T1
                  MIN.WATER                    Item price and
Item identifier ─ PLU NO.      003              associated VAT
                  CLOTHES    32.59T3
                  JEANS
                  PLU NO.      004
                  CLOTHES    15.00T3
                  T-SHIRT
Allocated         PLU NO.      005
department ────── DEPT 8     119.00
without           SHOES
identifier        PLU NO.      006
                  COMPUTERS  60.00T2
                  WALKMAN
                  PLU NO.      007
                  GROCERIES  15.00T1
                  RED WINE
                  PLU NO.      012
                  DEPT 5     14.99T3
                  CD
                  PLU NO.      020
                  DEPT 15     0.70
                  SWEETS
                  PLU NO.      025
                  COMPUTERS  24.99T2
                  DISKETTES
                  PLU NO.      320
                  BOOKS       5.99T4
                  PAPERBACK
                  PLU NO.      321
                  DEPT 10    30.00
                  CAR OIL
Time ─────────────── 14-52  0029 ──────── Consecutive
                                           receipt number
```

Printing a PLU Range Dump Report

Proceed as follows to print a PLU range dump report:

1. Turn the PRG key to the PRG position.

2. Define a **[start plu number]** from 001 to 999.

3. Define an **[end plu number]** from 001 to 999.

4. Press the **[plu]** key.

5. Turn the PRG key to the OFF position to exit the program mode.

NOTE: You can interrupt the PLU range dump report printing at any time by pressing the **[J feed]** key.

Example: Print a PLU range dump report from PLU number 002 to PLU number 020.

Type/Press:
[002] + [020] + [plu]

Printing a Department Range Dump Report

Proceed as follows to print a department range dump report:

1. Turn the PRG key to the PRG position.

2. Press **[88]**.

3. Define a **[start department number]** from 01 to 40.

4. Define an **[end department number]** from 01 to 40.

5. Press the **[amt tend/total]** key.

6. Turn the PRG key to the OFF position to exit the program mode.

Example: Print a department range dump report from Department number 01 to Department number 08.

Type/Press:
[8] + [8] + [01] + [08] + [amt tend/total]

Overall Programming Dump Report

After programming your cash register to best suit the needs of your business, you can print a tape record providing information on how the cash register is programmed.

Printing the Programming Dump Report

Proceed as follows to print the program tape:

1. Turn the PRG key to the PRG position.

2. Type **[999999]** and press the **[amt tend/total]** key.

3. Turn the PRG key to the OFF position to exit the program mode.

On the next page you will find an example of the cash register's overall programming dump report.

Shown below is an example printout of how your cash register can be programmed.

Personalized line on receipt header ⎯⎯⎯
```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
```

Date ⎯⎯⎯ `27-06-00 MC #:5021`

Machine number

Name assigned to DEPT 1 ⎯⎯⎯ `GROCERIES  2.50T1`
`00501`

Price linked to DEPT 1 with VAT rate

`COMPUTERS 24.99T2`
`00502`

Price linked to DEPT 2 with VAT rate

`CLOTHES   5.99T3`
`00503`

Name assigned to DEPT 2 ⎯⎯⎯ `BOOKS     5.99T4`
`00504`

Department 2 status

`DEPT 5   14.99T3`
`00503`

`DEPT 6  -67.50T1`
`11501`

Department programmed for negative sales transactions

`DEPT 7    0.00`
`00000`

`DEPT 8    0.00`
`00000`

`DEPT 38   0.00`
`00000`

`DEPT 39   0.00`
`00000`

`DEPT 40   0.00`
`00000`

`COUPON    502-`

HDLO, minus key

`5.500T1`
`7.000T2`
`15.000T3`
`20.000T4`

VAT rate 1, 2, 3 and 4

Percent plus rate ⎯⎯⎯ `DISCOUNT  10.00%-`
`ADD ON     3.00%+`
`CHARGE     50`

Discount rate

Fraction rounding

Euro exchange rate ⎯⎯⎯ `EURO`
`22000062`
`VOID/CORR`

`0001000000`
`0120100000`
`0000001001`
`00000`

System options programming condition

Time ⎯⎯⎯ `14-54  0030`

Consecutive receipt number

Manager Passwords

You can define two individual manager passwords to prevent unauthorized access to the machine's programming mode (PRG), Z mode and X mode. One manager password grants access to the PRG and Z modes, while another grants access to the X mode.

Defining a PRG and Z Mode Manager Password

Proceed as follows to define a manager password that grants access to the PRG and Z modes:

1. Turn the PRG key to the PRG position.
2. Type **[111111]** and press the **[amt tend/total]** key. The message "PRG/Z PASS" appears on the operator display.
3. Type your 4-digit manager password and then press the **[non tax]** key. Remember that only digits are accepted and the password is not printed.

NOTE: If you define a manager password of 0000, the password security protection feature will not work.

Example: Define manager password 9876 for the PRG and Z modes.

Type/Press:

[111111] + [amt tend/total] + [9876] + [non tax]

Defining an X Mode Manager Password

Proceed as follows to define a manager password that grants access to the X mode:

1. Turn the PRG key to the PRG position.
2. Type **[222222]** and press the **[amt tend/total]** key. The message "X PASS" appears on the operator display.
3. Type your 4-digit manager password and then press the **[non tax]** key. Remember that only digits are accepted and the password is not printed.

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NOTE: If you define a manager password of 0000, the password security protection feature will not work.

Example: Define manager password 7654 for the X mode.

Type/Press:
[222222] + [amt tend/total] + [7654] + [non tax]

Using the Cash Register in a Password Protected Mode

If a manager password was defined to protect unauthorized access to the PRG, Z and X machine modes, proceed as follows to enter the specific passwords so that you can work normally in these modes:

1. Turn the PRG key to the PRG, X or Z position.

2. Type the specific 4-digit password that grants you access to the required mode.

3. Press the **[check/valid]** key.

NOTE: If you attempt to use a protected machine mode without typing the correct password, the cash register emits an error signal and the message "SEC CODE" appears on the operator display.

If a PRG and Z manager password is entered and a Z report is taken, the password security system is automatically reactivated upon completion of this operation. The security system is automatically reactivated also when the Control Lock is turned to any position other than "Z" and "PRG".

If an X manager password is entered and an X report is taken, also in this case the password security system is automatically reactivated upon completion of the operation. The security system is automatically reactivated also when the Control Lock is turned to any position other than "X".

Z1/Z2 Counter

The Z1/Z2 comprehensive financial reports allow you to keep track of transaction totals for whatever period of time you require, such as daily, monthly, quarterly, etc. An important feature of these kind of reports is that once taken, ALL TRANSACTION TOTALS ARE RESET TO ZERO except for the Grand Total unless otherwise programmed in the system options programming mode. The Z1 financial report is mainly used as an end-of-day report as it provides daily totals while the Z2 financial report provides periodical totals.
The cash register is configured with a programmable counter that indicates how many times a Z1/Z2 report was taken. If you wish to change the counter data to best suit your requirements, proceed as indicated in the following sections.

Programming the Z1 Counter

To program the Z1 financial report counter, proceed as follows:

1. Turn the PRG key to the PRG position.

2. Press **[1]** to personalize the Z1 counter and then type the new 4-digit **[Z1 counter number]**. The digits entered will not printed.

3. Press the **[return]** key to store the new counter number defined.

Programming the Z2 Counter

To program the Z2 financial report counter, proceed as follows:

1. Turn the PRG key to the PRG position.

2. Press **[2]** to personalize the Z2 counter and then type the new 4-digit **[Z2 counter number]**. The digits entered will not printed.

3. Press the **[return]** key to store the new counter number defined.

Grand Total

The Grand Total value is held in the cash register's memory and is updated each time a sales transaction is performed.

This value can be changed to best suit your business needs.

Proceed as follows to change the Grand Total data stored in memory:

1. Turn the PRG key to the PRG position.
2. Type **[777777]** and press the **[amt tend/total]** key. The message "GT PRESET" is displayed.
3. Type the new max. 12-digit Grand Total value and then press the **[non tax]** key. The digits entered will not printed.

Clearing the Cash Register's Memory

The cash register's memory holds all of the cash register's programming data in addition to all the transaction data for the management and financial reports that are constantly updated during machine operation. This memory is divided into different areas that store different types of data. The cash register's memory initialization procedure allows you to reset the memory so as to clear its contents in the case of the management and financial report areas, or to restore the machine's factory default settings in the case of the cash register programming data area. For information on the cash register's default configuration, refer to the values printed in bold in the section Programming System Options.

The following memory areas can be cleared:

• The entire memory (all areas)
• The cash register's programming data area
• The cash register's management and financial report data area
• The cash register's PLU (Price Look-Up) data area.

Clearing the Entire Cash Register Memory

Proceed as follows to clear all the areas of cash register memory:

1. Turn the PRG to the PRG position.
2. Type **[960199]** and then press the **[amt tend/total]** key. The message "ALL MEMORY INITIAL" is prined on the journal record only.

Clearing the Programming Data Memory Area

Proceed as follows to clear the memory area containing all the data that was programmed in the PRG mode, meaning with the control lock in the PRG position:

1. Turn the PRG to the PRG position.
2. Type **[960110]** and then press the **[amt tend/total]** key. The message "PROGRAMME INITIAL" is prined on the journal record only.

In the case of the cash register's system options that you tailored to your needs, remember that this procedure resets their settings to the factory default configuration. Refer to the section Programming System Options for the related default settings.

Clearing the Management and Financial Report Data Memory Area

Proceed as follows to clear the cash register's memory area containing all the data that is used in the management and financial reports, such as individual department sales, gross and net sales, tax collected, media sales, drawer totals and more. This memory initialization procedure also resets the Z1 and Z2 counters and the non-resettable Grand Total amount.

1. Turn the PRG to the PRG position.

2. Type **[960120]** and then press the **[amt tend/total]** key. The message "REPORT INITIAL" is prined on the journal record only.

Clearing the PLU Data Memory Area

Proceed as follows to clear the cash register's memory area holding all the PLU amounts defined for the different products you sell:

1. Turn the PRG to the PRG position.

2. Type **[960130]** and then press the **[amt tend/total]** key. The message "PLU INITIAL" is prined on the journal record only.

Transaction Examples

This section provides examples on how to complete different types of transactions. Sample receipts are included which reflect some of the programming examples used in the chapter entitled Cash Register Programming.

Entering the Register Mode

The cash register has two register modes which can be used to record ordinary sales transactions. These two modes are called REG 1 and REG 2, where the only difference between the two is that in the REG 1 mode the cash register will automatically print the programmed header on all customer receipts and journal records, while in the REG 2 mode this header is not printed at all.

Proceed as follows to enter the register mode, assuming that you wish to have the cash register print the programmed header:

1. Insert the control key into the Control Lock and turn it to the REG 1 position.

2. If the Clerk System option was set to active as explained in the section entitled Clerk Numbers, Secret Codes and Names, enter the related Clerk number assigned and its associated three-digit secret code. If the Clerk System option was set to active and a secret code was not programmed, type any Clerk number **[1-26]** and then press the **[clerk]** key.

Exiting the Register Mode

To exit the register mode at the end of a transaction, simply turn the control key to the OFF position.

Clearing Errors

Detailed instructions on how to clear all kinds of errors which may occur during cash register operations are explained in the section Error Conditions at the beginning of this manual.

Sample Receipt

The following sample receipt shows where general transaction information is printed on a customer receipt.

Customer receipt header on 5 lines
with max. 18 characters per line

```
    ******************
*   YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON   *
    ******************
27-06-00 MC #:5621
CLERK 3

GROCERIES  *2.50T1
DEPT 7     *0.99
BOOKS      *5.99T4
           *0.13T1
           *1.00T4
------------------------
TOTAL  *9.48
EURO      *15.29e
AMOUNT    *10.00
CHANGE     *0.52
EURO       *0.84e

      15-00  0031
```

Date
Clerk identification
Departments
VAT totals
Cash tendered
Time

Machine number
Item price with department VAT rate
Item price in non-taxable department
Total balance due
Total balance due in converted currency
Change due
Change due in converted currency
Consecutive receipt number

Reprinting a Sales Receipt

By default your cash register is programmed to allow you to reprint an exact copy of the sales receipt at the end of the current transaction performed in either the REG 1 and REG 2 modes. The consecutive receipt number is not increased on the reprinted receipt, and the reprinted receipt is not recorded in the journal record nor in the management and financial reports.

This function is particularly useful when working in the REG 2 mode, since it gives you the possibility of issuing a sales receipt if one is required. Remember that the only difference between the REG 1 mode and the REG 2 mode is that in the REG 2 mode the sales receipt is not printed nor issued.

For this function, the cash register's RAM (Random Access Memory) can store a sales receipt of up to a maximum of 60 lines. Therefore when a receipt reprint is requested, the cash register will only print up to 60 lines; if this threshold is exceeded, only the total amount will be printed.

Proceed as follows to reprint a sales receipt:

1. Perform a sales transaction with a tender in either the REG 1 or REG 2 mode. Refer to the transaction examples provided further on in this chapter.

2. Press the **[st/w/tax/2nd]** key to reprint the sales receipt.

Validation Operations

In addition to the number of valuable functions that are offered by your cash register, this model also allows you to validate the tender of a sales transaction on the specific slip that you enter into the validation slot on the printer compartment cover.

Validation consists of printing a transaction summary on a slip and is typically used to validate checks, gift certificates, paid out slips and guest checks. For example, it can be used to mark a bill as being paid.

With reference to the section Programming System Options, Machine Condition 33, you can select the validation print format to best suit your requirements. By default (machine condition 33, setting 0) your machine is programmed to print the validation string in the following format:

Date   Time   Receipt number   Amount of tender

26-06-00 15:25 0019 CASH   *8.11

Tender

To select another validation print format, proceed as follows:

1. Turn the PRG control key to the PRG position.

2. Type the machine condition number **[33]** followed by the related setting number **[0 (default setting), 1, 2 or 3]** and then press the **[void]** key.

3. Turn the PRG control key to the OFF position.

The following validation print formats can be selected:

1. By choosing setting number **1**:

Date   Machine number   Tender   Amount of tender

26-06-00 5621 0026 CHECK   *80.00

Receipt number

2. By choosing setting number **2**:

Date   Clerk number   Tender   Amount of tender

26-06-00   01 0022 CHECK   *10.00

Receipt number

3. Choosing setting number **3** disables the validation printing function.

Refer to the section Validating a Document for the related information.

Standard Transactions in Local Base Currency

Registering a Single Item Sale with Change Tender

Up to seven digits can be used for the amount of the entry.

Example: Register a £1.00 item in Department 1 (programmed at a 5.5% fixed VAT rate). Compute change for a £5.00 tender.

Proceed as follows:

1. Type **[100]** and press the **[department 1/21]** key.

2. Type the amount tendered **[500]** and press the **[amt tend/total]** key. The transaction is ended and the change due to the customer is displayed.

```
*****************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 1     *1.00T1
           *0.05T1
--------------------
TOTAL  *1.00
EURO       *1.61e
AMOUNT     *5.00
CHANGE     *4.00
EURO       *6.45e

    PM 4-25  0009
```

Change on a cash tender

Change in converted currency (Euro)

Registering a Multiple Item Sale with Exact Cash Tender in Local Currency

Example: Register a £2.50 item to Department 1, a £.50 item to Department 5 and a £1.65 item to Department 8, with an exact tender of £4.65.

Proceed as follows:

1. Type **[250]** and press the **[department 1/21]** key.

2. Type **[50]** and press the **[department 5/25]** key.

3. Type **[165]** and press the **[department 8/28]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due.

5. Press the **[amt tend/total]** key to end the transaction.

```
*****************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 1     *2.50T1
DEPT 5     *0.50T3
DEPT 8     *1.65
           *0.13T1
           *0.07T3
--------------------
TOTAL  *4.65
EURO       *7.50e
CASH       *4.65

    PM 5-01  0013
```

Transaction total in local and converted currency

Exact cash tender in local currency

Registering a Multiple Item Sale with Exact Cash Tender in Euro

Example: Register a £10.00 item to Department 1, a £20.00 item to Department 2, with an exact tender of 48.39e.

Proceed as follows:

1. Type **[1000]** and press the **[department 1/21]** key.
2. Type **[2000]** and press the **[department 2/22]** key.
3. Press the **[st/w/tax/2nd]** key to display the current balance due in Local currency.
4. Press the **[euro]** key to display the current balance due in Euro.
5. Press the **[amt tend/total]** key to end the transaction.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
Christina

DEPT 1    *10.00T1
DEPT 2    *20.00T2
           *0.52T1
           *1.31T2
-------------------
TOTAL
           *30.00
EURO      *48.39e
CASH      *48.39e

    PM 5-01  0014
```

Transaction total in local and converted currency

Exact cash tender in converted currency (Euro)

Registering a Sale of Multiple Items at Same Cost

Up to three digits can be used for the quantity multiplied.

Example: Multiply two items costing £1.50 and register the sale to Department 1. Compute change for £5.00.

Proceed as follows:

1. Type the number of items **[2]** and press the **[qty/date]** key.
2. Type their cost **[150]** and press the **[department 1/21]** key.
3. Press the **[st/w/tax/2nd]** key to display the current balance due.
4. Type the amount tendered **[500]** and press the **[amt tend/total]** key. The transaction is ended and the change due to the customer is displayed.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
Christina

              2x
           1.500
DEPT 1     *3.00T1
           *0.16T1
-------------------
TOTAL  *3.00
EURO      *4.84e
AMOUNT    *5.00
CHANGE    *2.00
EURO      *3.23e

    PM 5-03  0015
```

Number of items at same cost multiplied by unit price

Total cost with VAT rate

40

Registering a Multiple Department Sale with Payment and Change Tender

Example: Register a £69.99 item to Department 1, a £5.99 item to Department 4 and a £3.50 item to Department 7. Compute change for £100.00.

Proceed as follows:

1. Type **[6999]** and press the **[department 1/21]** key.

2. Type **[599]** and press the **[department 4/24]** key.

3. Type **[350]** and press the **[department 7/27]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due.

5. Type the amount tendered **[10000]** and press the **[amt tend/total]** key. The transaction is ended and the change due to the customer is displayed.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU   *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina

DEPT 1    *69.99T1
DEPT 4     *5.99T4
DEPT 7     *3.50
           *3.65T1
           *1.00T4
--------------------
TOTAL
           *79.48
EURO     *128.19e
AMOUNT   *100.00
CHANGE    *20.52
EURO      *33.10e

    PM 5-04  0016
```

Cash payment

Change tendered

Registering a Multiple Department Sale with Payment in Euro and Change Tender in Local Currency

Example: Register a £69.99 item to Department 1, a £5.99 item to Department 4 and a £3.50 item to Department 7. Compute change for 150.00e.

Proceed as follows:

1. Type **[6999]** and press the **[department 1/21]** key.

2. Type **[599]** and press the **[department 4/24]** key.

3. Type **[350]** and press the **[department 7/27]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due in Local currency.

5. Press the **[euro]** key to display the current balance due in Euro.

6. Type the amount tendered in Euro **[15000]** and press the **[amt tend/total]** key. The transaction is ended and the change due to the customer is displayed.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
Christina


DEPT 1    *69.99T1
DEPT 4    *5.99T4
DEPT 7    *3.50
          *3.65T1
          *1.00T4
------------------
TOTAL
          *79.48
EURO     *128.19e
AMOUNT   *150.00e
CHANGE    *13.52
EURO      *21.81e

    PM 5-05  0017
```

Cash payment in Euro

Change tendered in local currency

Registering a Charge Transaction

Charge transactions are counted and registered to the charge total in the financial report.

Example: Register a £2.50 item to Department 1 and a £3.00 item to Department 2 as a charge transaction. Use the [#/st/ns] key to print the sub total on the sales receipt.

Proceed as follows:

1. Type **[250]** and press the **[department 1/21]** key.

2. Type **[300]** and press the **[department 2/22]** key.

3. Press the **[#/st/ns]** key to print the current balance due.

4. Press the **[charge]** key to end the transaction.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 1    *2.50T1
DEPT 2    *3.00T2
------------------
SUBTTL    *5.50
          *0.13T1
          *0.20T2
------------------
TOTAL  *5.50
EURO      *8.87e
CHARGE    *5.50  ————— Amount charged

    PM 5-06  0018
```

Split Cash/Charge Tendering in Local Currency

Example: Register a £10.00 item and a £15.00 item to Department 2. Split the amount tendered between £20.00 cash and £5.00 charge in Local currency.

Proceed as follows:

1. Type **[1000]** and press the **[department 2/22]** key.

2. Type **[1500]** and press the **[department 2/22]** key.

3. Press the **[st/w/tax/2nd]** key to display the current balance due in Local currency.

4. Type the cash tendered **[2000]** and press the **[amt tend/total]** key. The remaining balance due (5.00) is displayed.

5. Press the **[charge]** key to end the transaction.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 2    *10.00T2
DEPT 2    *15.00T2
          *1.64T2
------------------
TOTAL
          *25.00      ————— Sales total in local and
EURO      *40.32e     ————— converted currency
CASH      *20.00      ————— Cash payment
CHARGE    *5.00       ————— Charge payment

    PM 5-17  0019
```

Split Cash/Charge Tendering in Euro

Example: Register a £8.00 item and a £12.00 item to Department 3. Split the amount tendered between 10.00e cash and 22.26e charge.

Proceed as follows:

1. Type **[800]** and press the **[department 3/23]** key.

2. Type **[1200]** and press the **[department 3/23]** key.

3. Press the **[st/w/tax/2nd]** key to display the current balance due in Local currency.

4. Press the **[euro]** key to display the current balance due in Euro.

5. Type the cash tendered in euro **[1000]** and press the **[amt tend/total]** key. The remaining balance due in Local currency is displayed.

6. Press the **[euro]** key again. The remaining balance due in Euro (22.26) is displayed.

7. Press the **[charge]** key to end the transaction.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina

DEPT 3    *8.00T3
DEPT 3   *12.00T3
          *2.61T3
------------------
TOTAL
         *20.00
EURO     *32.26e
CASH     *10.00e
CHARGE   *22.26e

    PM 5-18  0020
```

Sales total in local and converted currency

Cash payment in Euro

Charge payment in Euro

Check Tendering

Example: Register a £70.00 item paid by check to Department 24.

Proceed as follows:

1. Type **[7000]** and press the **[dept shift]** and **[department 4/24]** keys.

2. Press the **[check/valid]** key and the transaction ends successfully.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
Christina

DEPT 24   *70.00
-------------------
TOTAL
        *70.00
EURO    *112.90e
CHECK   *70.00  ———— Check payment


    PM 5-19  0021
```

Check Tender with Change in Local Currency

Example: Register a £19.50 item to Department 4, a £2.50 item to Department 5 and a £5.00 item to Department 24. Compute the change in Local currency for a £30.00 check tender.

Proceed as follows:

1. Type **[1950]** and press the **[department 4/24]** key.

2. Type **[250]** and press the **[department 5/25]** key.

3. Type **[500]** and press the **[dept shift]** and **[department 4/24]** keys.

4. Press the **[#/st/ns]** key to print the current balance due.

5. Type the amount paid by check **[3000]** and press the **[check/valid]** key. The change due to the customer is displayed and the transaction ends successfully.

The transaction receipt is shown on the next page.

```
********************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
********************
27-06-00 MC #:5621
Christina

DEPT 4    *19.50T4
DEPT 5     *2.50T3
DEPT 24    *5.00
───────────────────
SUBTTL    *27.00 ──────────── Transaction subtotal
           *0.33T3
           *3.25T4
───────────────────
TOTAL
           *27.00
EURO      *43.55e
CHECK     *30.00 ──────────── Check payment
CHANGE     *3.00 ──────────── Change tendered
EURO       *4.84e

     PM 5-20  0022
```

Check Tender in Euro with Change in Local Currency

Example: Register a £19.50 item to Department 4, a £2.50 item to Department 5 and a £5.00 item to Department 24. Compute the change in Local currency for a 40.00e check tender.

Proceed as follows:

1. Type **[1950]** and press the **[department 4/24]** key.

2. Type **[250]** and press the **[department 5/25]** key.

3. Type **[500]** and press the **[dept shift]** and **[department 4/24]** keys.

4. Press the **[#/st/ns]** key to print the current balance due in Local currency.

5. Press the **[euro]** key to display the current balance due in Euro.

6. Type the amount tendered by check in Euro **[5000]** and press the **[check/valid]** key. The change due in local currency is displayed and the transaction ends successfully.

ENGLISH

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
Christina

DEPT 4    *19.50T4
DEPT 5    *2.50T3
DEPT 24   *5.00
--------------------
SUBTTL    *27.00
          *0.33T3
          *3.25T4
--------------------
TOTAL
          *27.00
EURO      *43.55e
CHECK     *50.00e
CHANGE    *4.00
EURO      *6.45e

   PM 5-24  0024
```

- Sales total in local and converted currency
- Check payment in Euro
- Change tendered in local currency

Split Check/Cash Tender in Local Currency

Example: Register a £24.00 item to Department 1, a £36.00 item to Department 3 and a £4.00 item to Department 4. Split the tender between £60.00 check and £4.00 cash.

Proceed as follows:

1. Type **[2400]** and press the **[department 1/21]** key.

2. Type **[3600]** and press the **[department 3/23]** key.

3. Type **[400]** and press the **[department 4/24]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due.

5. Type the amount to be tendered by check **[6000]** and then press the **[check/valid]** key. The remaining balance due is displayed.

6. Press the **[amt tend/total]** key when the corresponding cash is tendered. The transaction ends successfully.

The transaction receipt is shown on the next page.

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```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 1    *24.00T1
DEPT 3    *36.00T3
DEPT 4     *4.00T4
          *1.25T1
          *4.70T3 ─────── VAT totals
          *0.67T4
------------------
TOTAL
         *64.00
EURO    *103.23e
CHECK    *60.00 ─────── Check payment
CASH      *4.00 ─────── Cash payment

     PM 5-25  0025
```

Split Check Tender in Local Currency/Cash Tender in Euro

Example: Register a £18.00 item to Department 2, a £24.00 item to Department 3 and a £2.50 item to Department 4. Split the tender between a £20.00 check and 39.52e cash.

Proceed as follows:

1. Type **[1800]** and press the **[department 2/22]** key.

2. Type **[2400]** and press the **[department 3/23]** key.

3. Type **[250]** and press the **[department 4/24]** key.

4. Press the **[st/w/tax/2nd]** key to display the subtotal in local currency.

5. Type the amount to be tendered by check in local **[2000]** and then press the **[check/valid]** key. The remaining balance due is displayed in Local currency.

6. Press the **[euro]** key to display the remaining balance due in Euro.

7. Press the **[amt tend/total]** key when the corresponding cash is tendered in euro. The transaction ends successfully.

```
*******************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
Christina


DEPT 2    *18.00T2
DEPT 3    *24.00T3
DEPT 4     *2.50T4
           *1.18T2
           *3.13T3
           *0.42T4
-------------------
TOTAL
          *44.50
EURO      *71.77e
CHECK     *20.00
CASH      *39.52e

    PM 5-29  0026
```

Check payment in local currency — (EURO / CHECK line)

Cash payment in Euro — (CASH line)

Examples of Transactions in Euro Base Currency

This section provides a few transaction examples performed with a Euro base currency. By default the machine is programmed with a Local base currency. In order to program the machine for a Euro base currency, set Machine Condition 31 to the value 1 as indicated in the section entitled "Changing the Cash Register's Standard Settings".

When the base currency is set to Local, the converted amount is in Euro while when the base currency is set to Euro, the converted amount is in Local.

Registering a Single Item Sale with Change Tender

Up to seven digits can be used for the amount of the entry.

Example: Register a 5.00e item in Department 3 (programmed at a 15% fixed VAT rate). Compute change for a 10.00e tender.

Proceed as follows:

1. Type **[500]** and press the **[department 3/23]** key.

2. Type the amount tendered **[1000]** and press the **[amt tend/total]** key. The transaction is ended and the change due to the customer is displayed.

```
*******************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
*******************

.......EURO.......

27-06-00 MC #:5621
ALEX


DEPT 3     *5.00T3
           *0.65T3
-------------------
TOTAL  *5.00e
LOCAL      *3.10
AMOUNT    *10.00e
CHANGE     *5.00e
LOCAL      *3.10

    PM 5-32  0029
```

Euro caption indicating machine is programmed in Euro base currency

Sales total in Euro and in converted local currency

Cash payment in Euro

Change tendered in Euro

Registering a Multiple Item Sale with Exact Cash Tender

Example: Register a 5.50e item to Department 1, a 1.00e item to Department 5 and a 2.00e item to Department 8, print the subtotal and accept an exact tender of 8.50e.

Proceed as follows:

1. Type **[550]** and press the **[department 1/21]** key.

2. Type **[100]** and press the **[department 5/25]** key.

3. Type **[200]** and press the **[department 8/28]** key.

4. Press the **[#/st/ns]** key to display and print the current balance due.

5. Press the **[amt tend/total]** key to end the transaction.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************

.......EURO.......

27-06-00 MC #:5621
ALEX

DEPT 1    *5.50T1
DEPT 5    *1.00T3          Department sales
DEPT 8    *2.00
-------------------
SUBTTL    *8.50
          *0.29T1
          *0.13T3
-------------------
TOTAL *8.50e
LOCAL     *5.27
CASH      *8.50e           Exact cash
                           payment in Euro

    PM 5-33  0030
```

50

Registering a Multiple Department Sale with Payment in Local Currency and Change Tender in Euro

Example: Register a 70.00e item to Department 1 (programmed at a 5.5% VAT rate), a 6.00e item to Department 4 (programmed at a 20% VAT rate) and a 4.00e item to Department 7 (programmed without VAT). Compute change for a £100.00 tender.

Proceed as follows:

1. Type **[7000]** and press the **[department 1/21]** key.

2. Type **[600]** and press the **[department 4/24]** key.

3. Type **[400]** and press the **[department 7/27]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due in Euro.

5. Press the **[euro]** key to display the current balance due in Local currency.

6. Type the amount tendered in Local **[10000]** and press the **[amt tend/total]** key. The transaction is ended and the change in Euro due to the customer is displayed.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************

.......EURO.......

27-06-00 MC #:5621
ALEX

DEPT 1    *70.00T1
DEPT 4    *6.00T4
DEPT 7    *4.00
          *3.65T1
          *1.00T4
------------------
TOTAL
          *80.00e
LOCAL     *49.60
AMOUNT    *100.00
CHANGE    *81.29e
LOCAL     *50.40

     PM 5-40  0031
```

Sales total in Euro and in converted local currency

Cash payment in local currency

Change tendered in Euro

Check Tender in Local Currency with Change in Euro

Example: Register a 19.50e item to Department 4, a 2.50e item to Department 5 and a 5.00e item to Department 24. Compute the change in Local currency for a £20.00 check tender.

Proceed as follows:

1. Type **[1950]** and press the **[department 4/24]** key.

2. Type **[250]** and press the **[department 5/25]** key.

3. Type **[500]** and press the **[dept shift]** and **[department 4/24]** keys.

4. Press the **[#/st/ns]** key to print the current balance due in Euro.

5. Press the **[euro]** key to display the current balance due in Local currency.

6. Type the amount tendered by check in Local currency **[2000]** and press the **[check/valid]** key. The change due in Euro currency is displayed and the transaction ends successfully.

```
*******************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
*******************

.......EURO.......

27-06-00 MC #:5621
ALEX


DEPT 4    *19.50T4
DEPT 5    *2.50T3
DEPT 24   *5.00
-------------------
SUBTTL    *27.00
          *0.33T3
          *3.25T4
-------------------
TOTAL
          *27.00e
LOCAL     *16.74
CHECK     *20.00
CHANGE    *5.26e
LOCAL     *3.26


    PM 5-57  0032
```

Check payment in local currency

Change tendered in Euro

Split Tender with Cash in Local Currency/Check in Euro with Change

Example: Register a 10.00e item to Department 1 and a 25.00e item to Department 2. Display the subtotal, accept a split tender consisting of £15.00 cash in Local currency and a 40.00e check in Euro, then tender change in Euro.

Proceed as follows:

1. Type **[1000]** and press the **[department 1/21]** key.

2. Type **[2500]** and press the **[department 2/22]** key.

3. Press the **[st/w/tax/2nd]** key to display the amount due in Euro.

4. Press the **[euro]** key to display the current balance due in Local currency.

5. Type the amount tendered by cash in Local currency **[1500]** and press the **[amt tend/total]** key. The current balance due in Euro is displayed.

6. Type **[4000]** and press the **[check/valid]** key. The change in Euro is displayed and the transaction ends successfully.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************

.......EURO.......

27-06-00 MC #:5621
ALEX

DEPT 1    *10.00T1
DEPT 2    *25.00T2
           *0.52T1
           *1.64T2
_____
TOTAL
          *35.00e
LOCAL     *21.70
CASH      *15.00
CHECK     *40.00e
CHANGE    *29.19e
LOCAL     *18.10

    PM 5-59  0033
```

Cash payment in local currency

Check payment in Euro

Change tendered in Euro

Minus (-) Key Transactions

Registering a (-) Reduction (Coupon)

Up to seven digits can be used for the amount of the transaction.

Example: Register a £.10 reduction (coupon) on a £2.00 item to Department 2.

Proceed as follows:

1. Type **[200]** followed by the **[department 2/22]** key.

2. Type the amount to be reduced **[10]** followed by the **[-]** key.

3. End the transaction by pressing the **[amt tend/total]** key.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
Christina

DEPT 2    *2.00T2 ──────── Item price
COUPON    *-0.10 ──────── Reduction using manual
          *0.12T2          entry and minus key
------------------
TOTAL *1.90
EURO     *3.06e
CASH     *1.90 ──────── Exact cash tender

   PM 6-06  0036
```

Registering a Multiple (-) Reduction

Example: Register a £.12 reduction on a £2.50 item to Department 1, a £2.60 item to Department 3, a £.60 reduction on a £4.50 item to Department 21, a £.10 discount to a £3.00 multiple item sale to Department 5 and a £.1.00 reduction to a £5.00 item to Department 22. Compute change for a £30.00 tender.

Proceed as follows:

1. Type **[250]** and press the **[department 1/21]** key.

2. Type the £.12 discount **[12]** and press the **[-]** key.

3. Type **[260]** and press the **[department 3/23]** key.

4. Type **[450]** and press the **[dept shift]** and **[department 1/21]** keys.

5. Type the £.60 discount **[60]** and press the **[-]** key.

6. Type the number of items of the multiple sale **[3]**, press the **[qty/date]** key then enter the unit price **[300]** and press the **[department 5/25]** key.

7. Type the number of items of the multiple sale to be discounted by pressing the **[3]** key followed by **[qty/date]** key and then type the £.10 discount **[10]** followed by the **[-]** key.

8. Type **[500]**, press the **[dept. shift]** key followed by the **[department 2/22]** key.

9. Type the £1.00 reduction **[100]** and press the **[-]** key.

10. Press the **[st/w/tax/2nd]** key to display the current balance due.

11. Type the amount tendered **[3000]** and press the **[amt tend/total]** key to display the change due to the customer and end the transaction.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina

DEPT 1      *2.50T1 ──────── Item price entry
COUPON      *-0.12  ──────── Manual reduction entry
DEPT 3      *2.60T3
DEPT 21     *4.50
COUPON      *-0.60
               3x   ─┐
             3.00@   ─┤────── Multiple item sale
                             multipled by unit price
DEPT 5      *9.00T3 ──────── Resulting total
               3x   ─┐
             0.10@   ─┤────── Multiple item reduction
COUPON      *-0.30  ─┘
DEPT 22     *5.00
COUPON      *-1.00  ──────── Manual reduction entry
            *0.13T1 ─┐
           *-0.13T2  ─┤────── Calculated VAT rates
            *1.51T3  ─┘
----------------------
TOTAL
           *21.58
EURO       *34.81e
AMOUNT     *30.00   ──────── Cash tendered
CHANGE      *8.42   ──────── Change due
EURO       *13.58e  ──────── Change converted
                             into Euro

    PM 6-09  0037
```

Percent Discount (-%) Transactions

Discounting the Total Sale

You can call up a programmed discount rate during the transaction by pressing the [-%/RA] key. If a percent discount rate is not programmed, type in the discount rate before pressing the [-%/RA] key. Up to four digits can be used for the discount percentage (0-99.99%). You **MUST** enter two digits after the decimal position.

Example: Register a programmed 10% discount to an entire sales transaction. Compute the change tender.

Proceed as follows:

1. Type **[250]** and press the **[department 7/27]** key.

2. Type **[99]** and press the **[department 3/23]** key.

3. Press the **[#/st/ns]** key to display and print the current balance due.

4. Press the **[-%/RA]** key to apply the programmed discount. The amount discounted is displayed.

5. Press the **[st/w/tax/2nd]** key to display the new balance due.

6. Type the amount tendered **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

The transaction receipt is shown on the next page.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina


DEPT 7     *2.50
DEPT 3     *0.99T3
---------------------
SUBTTL     *3.49  ─────────── Transaction subtotal
DISCOUNT   10.00%- ─────────── Programmed discount rate
           *-0.35 ─────────── Discount
           *0.12T3
---------------------
TOTAL  *3.14 ─────────── Transaction total
EURO     *5.06e
AMOUNT   *5.00 ─────────── Cash tendered
CHANGE   *1.86 ─────────── Change due
EURO     *3.00e ─────────── Change converted
                            into Euro

    PM G-10  0038
```

Discounting the Total Sale by Using a Random Discount Rate

Example: Register a 20% discount to a sales transaction. Compute the change tender.

Proceed as follows:

1. Type **[259]** and press the **[department 1/21]** key.

2. Type **[125]** and press the **[department 2/22]** key.

3. Press the **[#/st/ns]** key to print the subtotal.

4. Type the discount rate to apply **[20]** and press the **[-%/RA]** key. The amount discounted is displayed.

5. Press the **[st/w/tax/2nd]** key to display the new balance due.

6. Type the amount tendered **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina


DEPT 1    *2.59T1
DEPT 2    *1.25T2
------------------
SUBTTL    *3.84 ─────────── Transaction subtotal
DISCOUNT  20.00%- ────────── Manual discount entry
          *-0.77 ─────────── Discount
          *0.11T1
          *0.07T2
------------------
TOTAL  *3.07 ──────── Transaction total in local
EURO      *4.95e        currency and in Euro
AMOUNT    *5.00
CHANGE    *1.93
EURO      *3.11e

     PM 6-14  0040
```

Discounting (-%) Individual Items using the Programmed Discount Rate

Up to four digits can be used for the discount percentage (0-99.99). You **MUST** enter two digits after the decimal position.

Example: Register a programmed 10% discount on a £3.00 item to Department 5, and a £2.50 item to Department 4. Compute the change tender.

Proceed as follows:

1. Type **[300]** and press the **[department 5/25]** key.
2. Press the **[-%/RA]** key to apply the programmed discount. The amount discounted is displayed.
3. Type **[250]** and press the **[department 4/24]** key.
4. Press the **[st/w/tax/2nd]** key to display the current balance due.
5. Type the amount tendered **[600]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

The transaction receipt is shown on the next page.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU   *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina


DEPT 5    *3.00T3
DISCOUNT  10.00%-  ———————  Programmed discount rate
          *-0.30   ———————  Discount
DEPT 4    *2.50T4
          *0.35T3
          *0.42T4
--------------------
TOTAL  *5.20
EURO     *8.39e
AMOUNT   *6.00
CHANGE   *0.80
EURO     *1.29e


     PM 6-17  0041
```

Discounting Individual Items using Programmed and Random Discount Rates

Example: Register a £2.50 item to Department 1, apply the programmed discount to a £3.50 item to Department 25 and apply a discount rate of 3% to a £5.00 item to Department 2. Compute change tender.

Proceed as follows:

1. Type **[250]** and press the **[department 1/21]** key.

2. Type **[350]** and press the **[dept shift]** key followed by the **[department 5/25]** key.

3. Press the **[-%/RA]** key to apply the programmed discount. The amount discounted is displayed.

4. Type **[500]** and press the **[department 2/22]** key.

5. Type the discount rate **[3]** and press the **[-%/RA]** key. The amount discounted is displayed.

6. Press the **[st/w/tax/2nd]** key to display the current balance due.

7. Type the cash tendered **[1100]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transasction ends successfully.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
Christina

DEPT 1     *2.50T1
DEPT 25    *3.50
DISCOUNT   10.00%-  ——— Programmed discount rate
          *-0.35
DEPT 2     *5.00T2
DISCOUNT    3.00%-  ——— Random discount rate
          *-0.15
          *0.13T1
          *0.32T2
_____
TOTAL
          *10.50
EURO      *16.94e
AMOUNT    *11.00
CHANGE     *0.50
EURO       *0.81e

    PM 6-18  0042
```

Discounting (-%) One Item Using the Programmed Discount Rate

Up to four digits can be used for the discount percentage (0-99.99%). You **MUST** enter two digits after the decimal position.

Example: Register a programmed 10% discount to a £.99 cash transaction to Department 7.

Proceed as follows:

1. Type **[99]** and press the **[department 7/27]** key.

2. Press the **[-%/RA]** key to apply the programmed discount. The amount discounted is displayed.

3. Press the **[st/w/tax/2nd]** key to display the current balance due.

4. Press the **[amt tend/total]** key to end the transaction with a correct cash tender.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX

DEPT 7     *0.99
DISCOUNT   10.00%-  ——— Programmed discount rate
          *-0.10    ——— Discount
_____
TOTAL *0.89
EURO      *1.44e
CASH      *0.89

    PM 6-20  0044
```

59

Percent Plus (+%) Transactions

Applying the Programmed Percent Plus Rate to a Total Sale

You can call up a programmed percent plus rate during the transaction by pressing the [+%/PO] key. If a percent plus rate is not programmed, type in the discount rate before pressing the [+%/PO] key. Up to four digits can be used for the percent plus rate (0-99.99%). You **MUST** enter two digits after the decimal position.

Example: Register a programmed 3% percent plus rate to an entire sales transaction. Compute the change tender.

Proceed as follows:

1. Type **[250]** and press the **[department 7/27]** key.

2. Type **[99]** and press the **[department 3/23]** key.

3. Press the **[st/w/tax/2nd]** key to display the current balance due.

4. Press the **[+%/PO]** key to apply the programmed add-on. The amount added on is displayed.

5. Press the **[st/w/tax/2nd]** key again to display the new balance due.

6. Type the amount tendered **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

DEPT 7    *2.50
DEPT 3    *0.99T3
-------------------
SUBTTL    *3.49  ———— Transaction subtotal
ADD ON     3.00%+ ———— Programmed percent plus rate
          *0.10  ———— Amount added on
          *0.13T3
-------------------
TOTAL *3.59
EURO     *5.79e
AMOUNT   *5.00
CHANGE   *1.41
EURO     *2.27e

   PM 6-21  0045
```

Applying a Random Percent Plus Rate to a Total Sale

Example: Register a 20% percent plus rate to a sales transaction. Compute the change tender.

Proceed as follows:

1. Type **[259]** and press the **[department 1/21]** key.

2. Type **[125]** and press the **[department 2/22]** key.

3. Press the **[#/st/ns]** key to print the current balance due.

4. Type the percent plus rate to apply **[20]** and press the **[+%/PO]** key. The amount added on is displayed.

5. Press the **[st/w/tax/2nd]** key to display the new balance due.

6. Type the amount tendered **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU   *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX

DEPT 1     *2.59T1
DEPT 2     *1.25T2
------------------
SUBTTL     *3.84 ─────────── Transaction subtotal
ADD ON     20.00%+ ───────── Random percent plus rate
           *0.77 ─────────── Amount added on
           *0.16T1
           *0.10T2
------------------
TOTAL *4.61
EURO       *7.44e
AMOUNT     *5.00
CHANGE     *0.39
EURO       *0.63e

    PM 6-23  0046
```

Adding a Percent Plus Rate to Individual Items Using the Programmed Rate

Up to four digits can be used for the percent plus rate (0-99.99%). You **MUST** enter two digits after the decimal position.

Example: Register a programmed 3% percent plus rate on a £3.00 item to Department 5, and a £2.50 item to Department 4. Compute the change tender. Proceed as follows:

1. Type **[300]** and press the **[department 5/25]** key.

2. Press the **[+%/PO]** key to apply the programmed percent plus rate. The amount added on is displayed.

3. Type **[250]** and press the **[department 4/24]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due.

5. Type the amount tendered **[600]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
********************
*  YOUR RECEIPT   *
*    THANK YOU    *
*  SEE YOU SOON   *
********************
27-06-00 MC #:5621
ALEX

DEPT 5    *3.00T3
ADD ON    3.00%+      ────  Programmed percent
          *0.09              plus rate
DEPT 4    *2.50T4      ────  Amount added on
          *0.40T3
          *0.42T4
--------------------
TOTAL  *5.59
EURO      *9.02e
AMOUNT    *6.00
CHANGE    *0.41
EURO      *0.66e

     PM 6-29  0047
```

Applying Programmed and Random Percent Plus Rates to Individual Items

Example: Register a £2.50 item to Department 1, apply the programmed percent plus rate to a £3.50 item to Department 25, and apply a random precent plus rate of 5% to a £5.00 item to Department 2. Compute change tender.

Proceed as follows:

1. Type **[250]** and press the **[department 1/21]** key.

2. Type **[350]** and press the **[dept shift]** key followed by the **[department 5/25]** key.

3. Press the **[+%/PO]** key to apply the programmed percent plus rate. The amount added on is displayed.

4. Type **[500]** and press the **[department 2/22]** key.

5. Type the random percent plus rate **[5]** and press the **[+%/PO]** key. The amount added on is displayed.

6. Press the **[st/w/tax/2nd]** key to display the current balance due.

7. Type the cash tendered **[1200]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transasction ends successfully.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX

DEPT 1     *2.50T1
DEPT 25    *3.50
ADD ON     3.00%+     ——— Programmed percent
           *0.11          plus rate
DEPT 2     *5.00T2
ADD ON     5.00%+     ——— Random percent
           *0.25          plus rate
           *0.13T1
           *0.34T2
--------------------
TOTAL
          *11.36
EURO      *18.32e
AMOUNT    *12.00
CHANGE     *0.64
EURO       *1.03e

     PM 6-30  0048
```

Adding the Programmed Percent Plus Rate (+%) to One Item

Up to four digits can be used for the percent plus rate (0-99.99%). You **MUST** enter two digits after the decimal position.

Example: Register a programmed 3% add-on to a £.99 cash transaction to Department 7.

Proceed as follows:

1. Type **[99]** and press the **[department 7/27]** key.

2. Press the **[+%/PO]** key to apply the programmed percent plus rate. The amount added on is displayed.

3. Press the **[st/w/tax/2nd]** key to display the current balance due.

4. Press the **[amt tend/total]** key to end the transaction with a correct cash tender.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

DEPT 7      *0.99
ADD ON     3.00%+
            *0.03
-------------------
TOTAL  *1.02
EURO    *1.65e
CASH    *1.02

     PM 6-32  0049
```

PLU Codes

Registering a Sales Transaction Using Preset PLU Codes

In order to be able to use this feature, PLU codes must have been previously set. Turn to the section entitled Setting PLU Codes for information on how to define a PLU to an individual item.

Example: Use preset PLU codes to register an entire transaction: register PLU 1 (preset for Coffee) and multiply 3 PLU 2 (preset for Mineral Water). Compute change for a cash tender.

Proceed as follows:

1. Type **[1]** followed by the **[plu]** key.

2. Type **[3]** followed by **[qty/date]**, then press **[2]** followed by the **[plu]** key. The amount of the multiplication is displayed.

3. Press the **[st/w/tax/2nd]** key to display the current balance due.

4. Type the amount tendered **[1000]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction is ended successfully.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
ALEX

COFFEE    *2.69T1  ──── Preset PLU price
            3x
          1.500            Multiple sale with
MIN.WATER *4.50T1          same preset PLU
          *0.37T1
────────────────
TOTAL *7.19
EURO     *11.60e
AMOUNT   *10.00
CHANGE    *2.81
EURO      *4.53e

   PM 6-35  0050
```

Programmed PLU identifier

Overwriting a Preset PLU Price

Example: Overwrite the preset PLU 1 with £2.00. Compute change for a £5.00 tender.

Proceed as follows:

1. Type the new price **[200]** and press the **[plu price]** key. The message PRICE is displayed on the operator display.

2. Type **[1]** followed by the **[plu]** key to define the PLU to be overwritten.

3. Press the **[st/w/tax/2nd]** key to display the current balance due.

4. Type the cash tendered **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
ALEX

*PRICE*
COFFEE    *2.00T1  ──── Entered PLU
          *0.10T1        price (manual
                         price entry)
────────────────
TOTAL *2.00
EURO      *3.23e
AMOUNT    *5.00
CHANGE    *3.00
EURO      *4.84e

   PM 6-39  0051
```

Overwritten PLU descriptor

65

Voids and Refunds

Voiding the Previous Entry in the Middle of a Sale

Example: Void a £2.50 entry erroneously made to Department 2. Then register a £3.00 item to this same Department. End the transaction with an exact change tender.

Proceed as follows:

1. Type **[250]** and press the **[department 2/22]** key.

2. Press the **[void]** key to void the entry made in the previous step. The amount voided is displayed and printed.

3. Type **[300]** and press the **[department 2/22]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due.

5. Press the **[amt tend/total]** key to end the transaction with an exact change tender.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX

DEPT 2     *2.50T2
VOID/CORR              ———— Incorrect item price void
DEPT 2    *-2.50T2
DEPT 2     *3.00T2    ———— Correct item price
           *0.20T2
----------------
TOTAL  *3.00
EURO       *4.84e
CASH       *3.00

     PM G-41  0052
```

Voiding a Previous Entry at the End of a Sale

Example: Register a £1.50 item to Department 1, a £2.59 item to Department 4, a £5.99 item to Department 3. Then void the £1.50 item erroneously made to Department 1 and replace it with a £1.00 entry to the same Department. Compute change for a cash tender.

   Proceed as follows:

1. Type **[150]** and press the **[department 1/21]** key.

2. Type **[259]** and press the **[department 4/24]** key.

3. Type **[599]** and press the **[department 3/23]** key.

4. Type **[150]**, press the **[void]** key and then the **[department 1/21]** key. The amount voided is displayed and printed.

5. Type **[100]** and press the **[department 1/21]** key.

6. Press the **[st/w/tax/2nd]** key to display the current balance due.

7. Type the amount tendered **[1000]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction is ended successfully.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

DEPT 1    *1.50T1  ———— Incorrect price entry
DEPT 4    *2.59T4
DEPT 3    *5.99T3
VOID/CORR          ————  Incorrect item price void
DEPT 1    *-1.50T1  ⟋
DEPT 1    *1.00T1  ———— Correct item price entry
          *0.05T1
          *0.78T3
          *0.43T4
------------------
TOTAL  *9.58
EURO      *15.45e
AMOUNT    *10.00
CHANGE     *0.42
EURO       *0.68e

    PM 6-43  0053
```

Refunding a Single Item

Example: Refund a £1.00 item in Department 1.

Proceed as follows:

1. Press the **[return]** key. The message REFUND is displayed on the operator display.

2. Type the amount to be refunded **[100]** and press the **[department 1/21]** key. The amount refunded is displayed.

3. Press the **[amt tend/total]** key to successfully end the transaction.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX

REFUND-------------
DEPT 1    *-1.00T1
          *-0.05T1
-------------------
TOTAL
          *-1.00
EURO      *-1.61e
CASH      *-1.00

    PM 6-44  0054
```

Single item returned and refunded

Total refunded in local currency and in Euro

Refunding Multiple Items

Example: Refund a £4.99 item to Department 4 and three £2.00 items to Department 8.

Proceed as follows:

1. Press the **[return]** key. The message REFUND is displayed on the operator display.

2. Type **[499]** and press the **[department 4/24]** key. The item's department number and amount refunded are displayed.

3. Press the **[return]** key again.

4. Type the number of items to be refunded **[3]**, press the **[qty/date]** key, enter their unit price **[200]** and then press their department key **[department 8/28]**. The Department number and the number of items refunded are displayed.

5. Press the **[st/w/tax/2nd]** key to display the total amount to be refunded.

6. Press the **[amt tend/total]** key to successfully end the transaction.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

REFUND-------------
DEPT 4    *-4.99T4
              3x
            2.000
REFUND-------------
DEPT 8    *-6.00
          *-0.83T4
-------------------
TOTAL
        *-10.99
EURO    *-17.73e
CASH    *-10.99

    PM 6-47  0055
```

— Single item refund

— Multiple item refund

— Total refund

Other Transactions

Registering Money Received on Account

Example: Register £10.00 received on account.

Proceed as follows:

1. Type **[1000]** and then press the **[-%/RA]** key.

The cash drawer will automatically open to indicate the end of the transaction.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

RECD ACCT *10.00
EURO      *16.13e

    PM 6-49  0056
```

— Amount received on account

Paying Money Out

Example: Pay out £2.50.

Proceed as follows:

1. Type the amount to be paid out **[250]** and then press the **[+%/PO]** key.

The cash drawer will automatically open to indicate the end of the transaction.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

PAID OUT   *2.50 ———— Amount paid out
EURO       *4.03e

     PM 6-49  0057
```

Overwriting a Preset VAT Rate on a Department Sale

The **[non tax]** key overwrites a preset VAT rate linked to a department.

Example: Register a £1.15 item to Department 1, with a preset 5.5% VAT rate, then register a non-taxable £2.50 item to the same Department. Compute the change for a £5.00 cash tender.

Proceed as follows:

1. Type **[115]** and press the **[department 1/21]** key.
2. Press the **[non tax]** key.
3. Type **[250]** and press the **[department 1/21]** key.
4. Press the **[st/w/tax/2nd]** key to display the current balance due.
5. Type **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
*****************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*****************
27-06-00 MC #:5621
ALEX

DEPT 1    *1.15T1 ———— Department programmed
DEPT 1    *2.50           with VAT rate 1
          *0.06T1 ———— Same department
--------------           with no VAT applied
TOTAL *3.65
EURO      *5.89e
AMOUNT    *5.00
CHANGE    *1.35
EURO      *2.18e

     PM 6-50  0058
```

Overwriting the VAT Calculation at the End of a Sale

The **[non tax]** key can also be used to overwrite the final VAT calculation at the end of a sale.

Example: Register a £2.00 item to Department 1 with a preset 5.5% VAT rate, then register a £2.50 item to Department 2 with a preset 7% VAT rate. Over-ride the VAT calculation and compute the change for a £5.00 cash tender.

Proceed as follows:

1. Type **[200]** and press the **[department 1/21]** key.

2. Type **[250]** and press the **[department 2/22]** key.

3. Press the **[non tax]** key.

4. Press the **[st/w/tax/2nd]** key to display the current balance due.

5. Type **[500]** and press the **[amt tend/total]** key. The change due to the customer is displayed and the transaction ends successfully.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU   *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX

DEPT 1     *2.00T1          Departments with
DEPT 2     *2.50T2          VAT status
------------------
TOTAL *4.50
EURO      *7.26e
AMOUNT    *5.00            No VAT calculation
CHANGE    *0.50
EURO      *0.81e

    PM 6-53  0060
```

Credit Tenders

With reference to the Programming System Options section in this manual, you can set Machine Condition 16 so that the cash register reserves departments 19, 20, or both, for the registration of credits deriving from a sales transaction. In this way you can sort the sales that have been paid with two different credit cards.

Prerequisite to the example shown below is having appropriately setting the Machine Condition indicated above as explained in the section entitled Changing the Cash Register's Standard Settings.

Example: Register a £5.00 item to Department 4 and a £1.00 item to Department 5. Assign the resulting credit to Department 20.

Proceed as follows:

1. Type **[500]** and press the **[department 4/24]** key.

2. Type **[100]** and press the **[department 5/25]** key.

3. Press the **[department 20/40]** key. The cash register registers the transaction to Department 20 and the transaction ends successfully.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU   *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621
ALEX


DEPT 4    *5.00T4
DEPT 5    *1.00T3
          *0.13T3
          *0.83T4
-------------------
TOTAL  *6.00
EURO      *9.68e
CREDIT-1  *6.00

    PM 6-55  0062
```

Sales total in local currency and in Euro

Total credit assigned

Registering an Identification Number to a Transaction

Up to 7 digits can be used for the identification number. This entry can be made prior to any operation. The identification number is not added to the management report or totals.

Example: Assign the identification number 3456 to a £1.00 sale to Department 4. Enter an exact cash tender sale.

Proceed as follows:

1. Type **[3456]** and press the **[#/st/ns]** key.

2. Type **[100]** and press the **[department 4/24]** key.

3. Press the **[amt tend/total]** key for an exact cash tender sale.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
ALEX

        3456#  ——— Transaction number
DEPT 4   *1.00T4
         *0.17T4
-------------------
TOTAL *1.00
EURO     *1.61e
CASH     *1.00

    PM 6-56  0063
```

Registering a No Sale

This operation opens the cash drawer and prints a no sale receipt. The activity is registered to the activity counter in the financial report.

Proceed as follows:

1. Press the **[#/st/ns]** key.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621
ALEX

NO SALE

    PM 6-57  0064
```

73

Validating a Document

This operation is used to print a transaction summary (validation) on a form or slip, such as a credit card slip, a check or other, at the end of a sales transaction. It is typically used to validate checks, gift certificates, paid out slips, and guest checks. By default, the machine's validation printing format provides the date and time at which the transaction was performed, the related receipt number, the form of payment and the related amount(s) tendered.
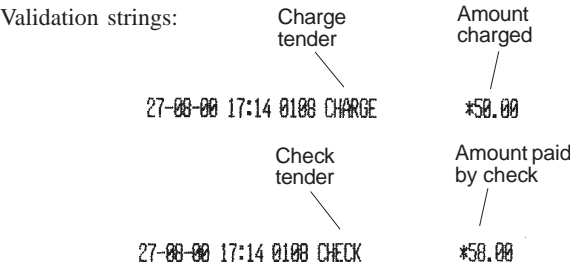
Example: Register the sale of a £ 12.00 item to Department 2, a £36.00 item to Department 3 and a £60.00 item to Department 5. Subtotal the transaction and split the amount tendered between £50.00 charge and the remaining balance due by check. At the end of the transaction, validate two documents, one with the amount charged and the other with the amount paid by check.

1. Type **[1200]** and press the **[department 2/22]** key, type **[3600]** and press the **[department 3/23]** key and then type **[6000]** and press the **[department 5/25]** key.

2. Press the **[#/st/ns]** key to subtotal the transaction. The subtotal is printed on the customer receipt and journal roll.

3. Type the amount to be charged **[5000]** and press the **[charge]** key. The remaining balance due is displayed. Press the **[check/valid]** key to end the transaction.

4. Insert the document for charge tender validation into the document validation slot on the printer compartment cover and press the **[charge]** key.

5. Press the **[check/valid]** key to print the validation string on the document. Remove the document from the slot.

6. Insert the document for check tender validation into the document validation slot on the printer compartment cover and press the **[check/valid]** key.

7. Press the **[check/valid]** key again to print the validation string on the document. Remove the document from the slot.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-08-00 MC #:5621
Christina

DEPT 2   *12.00T2
DEPT 3   *36.00T3
DEPT 5   *60.00T3
-------------------
SUBTTL  *108.00 ——— Transaction subtotal
          *0.79T2
         *12.52T3
-------------------
TOTAL
        *108.00
EURO    *174.19e
CHARGE   *50.00 ——— Charge tender
CHECK    *58.00 ——— Check tender

   PM 5-14  0108
```

Validation strings: Charge tender   Amount charged

```
27-08-00 17:14 0108 CHARGE      *50.00
```

Check tender   Amount paid by check

```
27-08-00 17:14 0108 CHECK       *58.00
```

Management Reports

Transaction data is maintained in the memory of the cash register as long as the cash register was plugged to the electrical outlet for at least 48 hours. See the section Memory Back-up Battery System. This data can be printed as a report for management review. The Management Report can be printed with the Control Lock in either the X or Z position.

X and Z Reports

Turning the PRG, REG or Z key to the X position prints the accumulated transaction information and RETAINS ALL TOTALS IN MEMORY. Use this report mode to print periodic reading of the transactions performed. X reports include the Cash-In-Drawer, PLU Report, Time Report, Clerk Report and X1 and X2 Financial Reports. X1 and X2 Financial Reports are provided in this chapter.

Turning the PRG or Z key to the Z position prints the same information as the X reports. The only difference between the two types of report is, however, that after a Z report printout **ALL TRANSACTION TOTALS ARE RESET TO ZERO**, except for the grand total unless otherwise programmed in the system options programming mode.

An **X1 Report** can be printed at any time of the day. This report gives you all the sales transaction totals made before the report is issued. The Grand Total value at the bottom of this report shows the total sales up to the previous day, if a Z1 report was previously taken (this GT does not, however, include the current day's totals).

A **Z1 Report** gives the same information as an X1 Report but then resets the transaction totals to zero once printed. It is usually taken at the end of the day so that all the transaction totals are cleared to start from zero the following day. After a Z1 Report, the transaction totals are transferred to the Grand Total (GT) value of the X1 Report. Only when a Z1 Report is taken are the transaction totals transferred to the Z2 or X2 reports.

A **Z2 Report** is also called a period-to-date financial report which also clears the transaction totals from memory once issued.

This report is usually taken at the end of the month, for example, if a monthly sales report is desired to check the activities of each single department.

An **X2 Report** gives the same period-to-date financial report as a Z2 Report but does not reset the totals to zero. This report can be taken at any time.

Cash-In-Drawer Report

The cash-in-drawer report tells you how much cash is in the cash drawer without resetting the related total.

Proceed as follows to print a cash-in-drawer report:

1. Turn the control key to the X position.

2. Type the manager password if it has been defined.

3. Press the **[qty/date]** key.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621


C-I-D
        *672.88 ———————— Total cash in drawer
                          in local currency

     PM 6-58  0065
```

Acronym for
Cash In Drawer

Time Report

The time report provides the net total sales performed by the cash register on an hourly basis.

Proceed as follows to print the time report:

1. Turn the control key to the X or Z position (**remember that a Z time report printout will reset the totals to zero**).

2. Type the manager password if it has been defined.

3. Type **[11]** and press the **[amt tend/total]** key.

```
******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621

TIME         X          ─── X report
00:00                        identifier
0000      *0.00
01:00
0000      *0.00

 14:00
0000      *0.00
 15:00
0004      *7.65
 16:00
0007      *49.30
 17:00
0022      *747.47
 18:00
0028      *310.68
 19:00
0000      *0.00
 20:00
0000      *0.00
 21:00
0000      *0.00
 22:00
0000      *0.00
 23:00
0000      *0.00

    PM 6-59  0066
```

Time — 15:00 / 16:00 etc.

Activity counter — 0007

Net sales total at 4:00 PM — *49.30

Net sales total at 5:00 PM — *747.47

Time of receipt printout — PM 6-59

Receipt number — 0066

Clerk Report

The Clerk Report lists the number of transactions and sales totals for each Clerk. At the end of the receipt you are given the sales total of all clerks. Proceed as follows to print a Clerk Report:

1. Turn the control key to the X or Z position **(remember that a Z Clerk Report resets all totals)**.

2. Type the manager password if it has been defined.

3. Press the **[clerk]** key.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621

CLERK         X
Christina
0035     *805.11
ALEX
0026     *309.99
CLERK 3
0000       *0.00

CLERK 23
0000       *0.00
CLERK 24
0000       *0.00
CLERK 25
0000       *0.00
CLERK 26
0000       *0.00
TOTAL
        *1115.10

   PM 7-02  0067
```

Clerk name or identification

X report identifier

Sales total of clerk Christina

Activity counter

Sales total of clerk 3

Sales total of all clerks

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All PLU Report

The All PLU Report lists all transaction information pertaining to the use of the PLU codes by all the Clerks on a particular cash register. This report provides the number of times a particular PLU is used and the totals for that number. Proceed as follows to print a PLU Report.

1. Turn the control key to the X or Z position (**remember that a Z PLU Report resets all PLU totals to zero**).

2. Type the manager password if it has been defined.

3. Press the **[plu]** key.

```
******************
*  YOUR RECEIPT  *
*    THANK YOU   *
*  SEE YOU SOON  *
******************
27-06-00 MC #:5621

PLU       X          ─── X report identifier
      0012
COFFEE   *31.59
      0014           ─── Number of items sold
MIN.WATER *20.85          for PLU min water
      0008           ─── PLU min water
JEANS    *260.72          sales total
      0008
T-SHIRT  *120.00
      0007
SHOES    *833.00
      0005
WALKMAN  *300.00
      0005
RED WINE *75.45
TOTAL
      *1641.61       ─── All PLUs
                         sales total

    PM 7-10  0081
```

Programmed PLU identifier

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PLU Range Report

The PLU Range Report lists the transaction information pertaining to a defined range of PLUs. It provides the same information as an All PLU Report, the only difference being that you can define the start PLU and end PLU numbers.

Proceed as follows to print an example PLU Report from PLU 001 to PLU 004.

1. Turn the control key to the X position.

2. Type the manager password if it has been defined.

3. Type **[001]** to define the start PLU and then type **[004]** to define the end PLU.

4. Press the **[plu]** key.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621

PLU        X
        0012
COFFEE   *31.59
        0014
MIN.WATER *20.85
        0008
JEANS    *260.72
        0008
T-SHIRT  *120.00

    PM 7-12  0083
```

Department Range Report

The Department Range Report lists the transaction information pertaining to a defined range of departments. It provides the total sales transactions performed by the departments within the defined range.

Proceed as follows to print an example Department Range Report starting with Department 01 and ending with Department 06.

1. Turn the control key to the X position.

2. Type the manager password if it has been defined.

3. Type **[01]** to define the start department followed by **[06]** to define the end department.

4. Press the **[amt tend/total]** key.

```
*******************
*  YOUR RECEIPT  *
*   THANK YOU    *
*  SEE YOU SOON  *
*******************
27-06-00 MC #:5621

              0061
Start department —— DEPT 1  *430.20T1
              0022
       DEPT 2  *446.59T2
              0028
       DEPT 3  *500.29T3
              0013
       DEPT 4  *111.08T4
              0016
       DEPT 5  *113.79T3
              0001
End department —— DEPT 6   *36.00
       DEPTTL *1637.95 —— Department range
                          sales totals

    PM 7-13  0084
```

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Z1 and X1 Financial Report

The Z1 and X1 financial report gives the totals of all the transactions performed by the cash register. The only difference between a Z1 and X1 report is that the **Z1 report resets all totals to zero**, and therefore can be used as an end-of-day report.

Proceed as follows to print a Z1 or X1 financial report:

1. Turn the control key to the Z or X position (bearing in mind that a Z printout resets all totals to zero).

2. Enter the manager password if it has been defined.

3. Press the **[amt tend/total]** key.

A sample Z1 financial report printout is provided in the next section.

Sample Z1 or X1 Financial Report

Shown on the next page is an example Z1 financial report. **Printing a Z1 report resets all totals to zero.**

```
        ******************
        *  YOUR RECEIPT  *
        *   THANK YOU    *
        *  SEE YOU SOON  *
        ******************
        27-09-00 MC #:5621

        Z1          0001
                    0008
        DEPT 1   *852.00T1
                    0053
        DEPT 2  *2012.19T2
                    0058
        DEPT 3  *1167.42T3
                    0023
        DEPT 4   *339.48T4
                    0019
        DEPT 5   *236.37T3
                    0004
        DEPT 6    *78.20
                    0012
        DEPT 7   *129.80
                    0017
        DEPT 8  *1578.45
                    0004
        DEPT 9    *30.25
                    0001
        DEPT 13    *1.05
                    0001
        DEPT 16    *0.69
                    0001
        DEPT 18    *0.36
                    0001
        DEPT 21    *4.50
                    0001
        DEPT 22    *5.00
                    0005
        DEPT 24   *90.00
                    0002
        DEPT 25    *6.76
        DEPTTL  *6532.52
        TAX 1    *43.51
        TAX 2   *127.93
        TAX 3   *182.44
        TAX 4    *56.61
        COUPON  *-52.64
```

Labels on the printout:
- Date — 27-09-00
- Machine number — MC #:5621
- Z1 report ident. — Z1
- Z1 counter — 0001
- Activity counter — 0008
- Department 1 — DEPT 1
- Department 1 sales total — *852.00T1
- Sales total of all departments — DEPTTL *6532.52
- Total amount VAT 1, 2, 3 and 4 — TAX 1 ... TAX 4
- Coupon discount total — COUPON *-52.64

```
        DISCOUNT
              *-187.71%                    Total programmed discount
        ADD ON    *42.29%                  Total programmed percent plus
        NET   *6475.35                     Net sales total in base currency
        ADJUST    *-0.06                   Tender rounding total
        CONV. NET
                  *10226.20e               Conversion currency
                     0005                  net sales total
        REFUND  *-11.99                    Refund total
        VOID/CORR *-4.00                   Void total
        GROSS
                  *6731.75                 Gross sales total
                     0004
        CASH   *2479.32                    Cash sales total
                     0022
        CHECK  *1832.77                    Check sales total
                     0032
        CHARGE *2957.26                    Charge sales total
                     0001
        CREDIT-1   *6.00                   Credit 1 sales total
                     0001
        RECD ACCT *10.00                   Received on account total
                     0001
        PAID OUT  *-2.50                   Paid out total
        NO SALE   0001
        CASH EURO
                  ¥7356.82e                Euro cash total
        CHECK EURO
                  *255.16e                 Euro check total
        CHARGE EURO
                  *1816.09e                Euro charge total
        C-I-D                              Cash in drawer total
                  *2445.37
        CHECK  *1074.22                    Check-in-drawer total
        CHARGE *2957.26                    Charge-in-drawer total
        CREDIT-1   *6.00                   Credit 1-in-drawer total
        GT    *6475.35*                    Grand total
        PM 3-53  0141                      Consecutive receipt number
```

Refund counter — Refund counter
Void counter — Void counter
Cash sales counter
Check sales counter
Charge sales counter
Credit-1 sales counter
Received on account counter
Paid out counter
No sale counter
Time

Z2 and X2 Financial Report

A Z2 or X2 period-to-date financial report provides the transaction totals for all 40 departments available, along with the relative VAT totals. Both reports are the same, the only difference being that a **Z2 report resets all totals to zero**. Can be taken as monthly sales reports to view end-of-month sales totals for each department.

Proceed as follows to print a Z2 or X2 financial report.

1. Turn the control key to the Z or X position **(remember that a Z financial report printout resets all totals to zero)**.

2. Type the manager password if it has been defined.

3. Type **[99]** and press the **[amt tend/total]** key.

An example Z2 financial report is provided on the next page.

```
        *****************
        *  YOUR RECEIPT *
        *   THANK YOU   *
        *  SEE YOU SOON *
        *****************
```

Date ——————— 27-09-00 MC #:5621 ——————— Machine number

Z2 report ident. ——— **Z2**   0001 ————— Z2 counter

                          0088 ————————— Department 1 Activity counter

DEPT 1   *852.00T1 ———————— Department 1 sales total

               0053
DEPT 2   *2012.19T2
               0058
DEPT 3   *1167.42T3
               0023
DEPT 4   *339.48T4
               0019
DEPT 5   *236.37T3
               0004
DEPT 6   *78.20
               0012
DEPT 7   *129.80
               0017
DEPT 8   *1578.45
               0004
DEPT 9   *30.25
               0001
DEPT 13   *1.05
               0001
DEPT 16   *0.69
               0001
DEPT 18   *0.36
               0001
DEPT 21   *4.50
               0001
DEPT 22   *5.00
               0005
DEPT 24   *90.00
               0002
DEPT 25   *6.76
DEPTTL *6532.52 ——————— Sales total of all departments
TAX 1   *43.51
TAX 2   *127.93 ——————— Total amount VAT 1, 2, 3 and 4
TAX 3   *182.44
TAX 4   *56.61
COUPON   *-52.64 ——————— Coupon discount total

DISCOUNT
           *-187.71% ——————— Total programmed discount
ADD ON   *42.29% ——————— Total programmed percent plus
NET *6475.35 ——————— Net sales total in base currency
ADJUST   *-0.06 ——————— Tender rounding total
CONV. NET
          *10226.20e ——————— Conversion currency net sales total

Refund counter ————————
               0005
            REFUND *-11.99 ——————— Refund total
Void counter ————————
               0002
VOID/CORR *-4.00 ——————— Void total
GROSS
          *6731.75 ——————— Gross sales total
Cash sales counter ————————
               0084
CASH   *2479.32 ——————— Cash sales total
Check sales counter ————————
               0022
CHECK   *1032.77 ——————— Check sales total
Charge sales counter ————————
               0032
CHARGE *2957.26 ——————— Charge sales total
Credit-1 sales counter ————————
               0001
CREDIT-1   *6.00 ——————— Credit 1 sales total
Received on account counter ————————
               0001
RECD ACCT *10.00 ——————— Received on account total
Paid out counter ————————
               0001
PAID OUT *-2.50 ——————— Paid out total
No sale counter ———— NO SALE 0001 ——————— No sale counter
CASH EURO
          *1356.82e ——————— Euro cash total
CHECK EURO
           *255.16e ——————— Euro check total
CHARGE EURO
          *1816.09e ——————— Euro charge total
C-I-D ——————— Cash in drawer total
          *2445.37
CHECK   *1074.22 ——————— Check-in-drawer total
CHARGE *2957.26 ——————— Charge-in-drawer total
CREDIT-1   *6.00 ——————— Credit 1-in-drawer total
GT   *6475.35* ——————— Grand total

Time ——————— PM 3-59 0001 ——————— Consecutive receipt number

Duplicate Z Report

In case the paper runs out or a paper jam occurs during the printing of a Z report, you can print the entire report again from the beginning by following this procedure:

1. Turn the control key to the Z position.

2. Type the manager password if it has been defined.

3. Press **[#/st/ns]** followed by the **[amt tend/total]** key.

Balancing Formulas

The following examples show how totals are calculated for the management reports:

System Balance

```
(+)  Department 1
(+)  Department 2
(+)  Department 3
 :            :
(+)  Department 39
(+)  Department 40
─────────────────────────
(=)  Department Total
```

System option 23=0

```
(+)  Department Total
(-)  Minus Total
(-)  Sales -% Total
(+)  Sales +% Total
(+)  Adjustment Total
─────────────────────────
(=)  Net Sales
```

System option 23=1

```
(+)  Department Total
(-)  Minus Total
(-)  -% Total
(+)  +% Total
(+)  Adjustment Total
─────────────────────────
(=)  Net Sales
```

```
(+)  Net sales
(+)  Minus Total
(+)  -% Total
(+)  Return Total
(+)  Void Total
(-)  Adjustment Total
─────────────────────────
(=)  Gross Sales
```

```
(+)  Net Sales
(+)  Previous Grand Total
─────────────────────────
(=)  Ending Grand Total
```

Media Balance

```
(+)  Net Sales
(-)  Check
(-)  Charge
(-)  Credit 1
(-)  Credit 2
(+)  Received on Account
(-)  Paid Out
(-)  Payment Out
─────────────────────────
(=)  Cash in Drawer
```

Appendix

Character Code Table

The Character Code Table shown on the next page indicates all the codes representing the characters which your cash register is capable of printing. You need to use this table when programming Clerk, item, department names, currency descriptors or the header on the customer receipt or the different captions that can be personalized. Each character code consists of two numbers.

To use this table, first look for the character wanted and then identify its corresponding code by reading the number on the first number column to the left-hand side, identified by 1, and then the second number in the first number row on the top of the table, identified by 2.

For example, the letter R has a character code of 58, the number 5 has a character code of 35 while the Dollar sign has a character code of 72.

Shown below is your cash register's Character Code Table.

		2									
		0	1	2	3	4	5	6	7	8	9
1	0		DW	a	b	c	d	e	f	g	h
	1	i	j	k	l	m	n	o	p	q	r
	2	s	t	u	v	w	x	y	z	?	!
	3	0	1	2	3	4	5	6	7	8	9
	4	@	A	B	C	D	E	F	G	H	I
	5	J	K	L	M	N	O	P	Q	R	S
	6	T	U	V	W	X	Y	Z	/	:	#
	7	&	%	$	,	(	)	*	+	—	.
	8	¡	¿	á	é	Í	ó	ú	;	>	'
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DW : Select double width characters.

Caption Table

The Caption Table shown on the next pages indicates the information that is printed on the customer receipt and journal record, in the different languages available.

#	DESCRIPTOR	DIGITS	NOTE
	ENGLISH		
1	COUPON _____	10	Sales Receipt
2	DISCOUNT _____	10	Sales Receipt
3	ADD_ON _____	10	Sales Receipt
4	CHARGE _____	10	Sales Receipt
5	VOID/CORR __	10	Sales Receipt
6	SUBTTL _____	10	Sales Receipt (SUBTOTAL)
7	CHANGE _____	10	Sales Receipt
8	CASH _____	10	Sales Receipt
9	*PRICE* _____	10	Sales Receipt
10	AMOUNT _____	10	Sales Receipt
11	CHECK _____	10	Sales Receipt
12	T1	2	Sales Receipt / TAX Symbol
13	T2	2	Sales Receipt / TAX Symbol
14	T3	2	Sales Receipt / TAX Symbol
15	T4	2	Sales Receipt / TAX Symbol
16	REFUND _____	18	Sales Receipt
17	TOTAL	10	Sales Receipt
18	PAID_OUT ___	10	Receipt
19	RECD_ACCT _	10	Receipt
20	NO_SALE ____	10	Receipt
21	COUPON	10	Program Print
22	DISCOUNT ___	10	Program Print
23	ADD_ON _____	10	Program Print
24	CHARGE _____	10	Program Print
25	R-A- _____	10	Program Print
26	P-O- _____	10	Program Print

#	DESCRIPTOR	DIGITS	NOTE
27	VOID/CORR _	10	Program Print
28	SUBTTL _____	10	Program Print
29	PLU_NO. ____	10	Program Print
30	T1	2	Program Print / TAX Symbol
31	T2	2	Program Print / TAX Symbol
32	T3	2	Program Print / TAX Symbol
33	T4	2	Program Print / TAX Symbol
34	COUPON _____	10	Financial Report
35	DISCOUNT ____	10	Financial Report
36	ADD_ON _____	10	Financial Report
37	CHARGE _____	10	Financial Report
38	VOID/CORR _	10	Financial Report
39	RECD_ACCT _	10	Financial Report
40	PAID_OUT ___	10	Financial Report
41	NO_SALE ____	10	Financial Report
42	CHECK _____	10	Financial Report
43	DEPTTL _____	10	Financial Report
44	REFUND _____	10	Financial Report
45	TAX_1 _____	10	Financial Report
46	TAX_2 _____	10	Financial Report
47	TAX_3 _____	10	Financial Report
48	TAX_4 _____	10	Financial Report
49	NET ____	10	Financial Report
50	GROSS	10	Financial Report
51	G T ____	8	Financial Report (GRAND TOTAL)
52	C - I - D	10	Financial Report
53	CASH _____	10	Financial Report
54	T1	2	Financial Report / TAX Symbol

#	DESCRIPTOR	DIGITS	NOTE
55	T2	2	Financial Report / TAX Symbol
56	T3	2	Financial Report / TAX Symbol
57	T4	2	Financial Report / TAX Symbol
58	TX	2	Financial Report / TAX Symbol
59	TOTAL	10	PLU Report
60	PLU _____	10	PLU Report
61	TOTAL	10	Clerk Report
62	CLERK _____	10	Clerk Report
63	C - I - D ___	10	Cash in drawer Report
64	NET _____	10	Monthy Report
65	GROSS	10	Monthy Report
66	T 1 _____	10	Monthy Report
67	T 2 _____	10	Monthy Report
68	T 3 _____	10	Monthy Report
69	T 4 _____	10	Monthy Report
70	MC_#:	5	Machine Number
71	******************	18	Store Header 1st line (Programmable)
72	* YOUR RECEIPT *	18	Store Header 2nd line (Programmable)
73	* THANK YOU *	18	Store Header 3rd line (Programmable)
74	******************	18	Store Header 4th line (Programmable)
75	DEPT _____	10	Department, all receipt (Programmable)
76	CLERK _____	18	Clerk Name (Programmable)
77	TIME _____	10	Time Report (Programmable)
78	CREDIT-1 _____	12	Credit-1 Caption (Programmable)
79	CREDIT-2 _____	12	Credit-2 Caption (Programmable)
80	PLU_No _____	9	PLU Caption (Programmable)

* "-" Indicates blank space

#	SPANISH	FRENCH	GERMAN
1	CUPON _____	COUPON_____	MINUS_____
2	DESCUENTO _	REMISE_____	RABATT_____
3	INCREMENTO	MAJORATION	AUFSCHLAG_
4	CARGO _____	C-CREDIT__	KREDIT_____
5	ANUL/CORRC	CORRECTION	STORNO_____
6	SUBTOTAL__	SOUS-TOTAL	ZWSUMME_____
7	CAMBIO____	RENDU_____	RUCKGELD__
8	METALICO__	ESPECES____	BAR_____
9	"PRECIO"___	PRIX_____	PREIS_____
10	CANTIDAD__	MONTANT____	BETRAG_____
11	CHEQUE ____	CHEQUE_____	SCHECK_____
12	T1	T1	S1
13	T2	T2	S2
14	T3	T3	S3
15	T4	T4	S4
16	REEMBOLSO	RETOUR	RUCKZAHLUNG
17	TOTAL	TOTAL	GESAMT_____
18	SALIDAS_____	SORTIE_____	AUSZAHLUNG
19	CUENTA_____	ENTREE_____	EINZAHLUNG
20	NO_VENTA	NON-VENTE_	NULL_BON__
21	CUPON_____	COUPON_____	MINUS_____
22	DESCUENTO_	REMISE_____	RABATT_____
23	INCREMENTO	MAJORATION	AUFSCHLAG_
24	CARGO_____	C-CREDIT___	KREDIT_____
25	CUENTA_____	ENTREE_____	EINZAHLUNG
26	SALIDAS_____	SORTIE_____	AUSZAHLUNG
27	ANUL/CORRC	CORRECTION	STORNO_____
28	SUBTOTAL___	SOUS-TOTAL	ZWSUMME__

#	SPANISH	FRENCH	GERMAN
29	PLU_NO_____	PLU-NO_____	PLU-NR_____
30	T1	T1	S1
31	T2	T2	S2
32	T3	T3	S3
33	T4	T4	S4
34	TL-CUPON__	TL-COUPON _	MINUS_____
35	DESCUENTO_	TL-REMISE_	RABATT_____
36	TL-INCREM_	TL_MAJOR__	AUFSCHLAG_
37	CARGO_____	TL-C-DRED_	KREDIT_____
38	ANUL/CORRC	TL-CORREC_	STORNO_____
39	CUENTA_____	TL-ENTREE_	EINZAHLUNG
40	SALIDAS_____	TL-SORTIE_	AUSZAHLUNG
41	NO_VENTA___	TL-NON-VTE	NULL-BON__
42	CHEQUE_____	TL-CHEQUE_	SCHECK_____
43	TOTAL_DPTO	TL-DEPART_	WG_TOTAL__
44	REEMBOLSO_	TL-RETOUR_	RUCKZAHLUNG__
45	T 1_____	TL-TVA1	T 1_____
46	T 2_____	TL-TVA2	T 2_____
47	T 3_____	TL-TVA3	T 3_____
48	T 4_____	TL-TVA4	T 4_____
49	N E T O__	TL-NET_____	N E T T O
50	B R U T O	TL-BRUT	BRUTTO_____
51	GRAN_TOTAL__	G T_____	G T_____
52	METAL_CAJA	NET-TIROIR	G - I - S
53	METALICO__	TOT-ESPECE	BARGELD___
54	T1	T1	S1
55	T2	T2	S2
56	T3	T3	S3

#	SPANISH	FRENCH	GERMAN
57	T4	T4	S4
58	TX	TX	TX
59	TOTAL	TL-PLU_____	GESAMT_____
60	P L U___	P L U_____	P L U_____
61	T O T A L	TL-VENDEUR	GESAMT_____
62	DEPENDIEN_	VENDEUR_	KASSIERER ____
63	METAL_CAJA	NET-TIROIR	G - I - S
64	N E T O_____	TL-NET_	N E T T O
65	B R U T O	TL-BRUT_____	BRUTTO_____
66	T 1_____	TL-TVA1_____	T 1_____
67	T 2_____	TL-TVA2_____	T 2_____
68	T 3_____	TL-TVA3_____	T 3_____
69	T 4_____	TL-TVA4_____	T 4_____
70	MC#	CR-NO	MC#
71	*****************	*****************	*****************
72	****SU RECIDO*****	**VOUS REMERCIE***	**IHRE RECHNUNG***
73	*****GRACIAS******	DE VOTRE CONFIANCE	***VIELEN DANK****
74	*****************	*****************	*****************
75	DPTO_____	DEPT_____	WARENGRP_____
76	DEPENDIENTE_____	VENDEUR_____	KASSIERER _____
77	HORA_____	HEURE_____	ZEIT_____
78	CRED-1_____	CART-CRED_1	KRED-1
79	CRED-2_____	CART-CRED_2	KRED-2
80	P L U_No _____	ARTICLE_____	ARTIKEL_____

* "-" Indicates blank space

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Totalizers and Counters Table

The table below indicates the Z1/X1 and Z2/X2 totalizers and counters for the different cash register features.

	Z 1 / X 1		Z 2 / X 2	
	TOTALIZERS	**COUNTERS**	**TOTALIZERS**	**COUNTERS**
Department 1-40	10 (digits) X 40	4 (digits) X 40	10 (digits) X 40	4 (digits) X 40
Clerk 1-26	10 X 26	4 X 26	-	-
TAX amount	10 X 4	-	10 X 4	-
Minus	10 X 1	-	10 X 1	-
-%	10 X 1	-	10 X 1	-
+%	10 X 1	-	10 X 1	-
Return	10 X 1	4 X 1	10 X 1	4 X 1
Void	10 X 1	4 X 1	10 X 1	4 X 1
Received account	10 X 1	4 X 1	10 X 1	4 X 1
Paid out	10 X 1	4 X 1	10 X 1	4 X 1
Cash	10 X 1	4 X 1	10 X 1	4 X 1
Charge	10 X 1	4 X 1	10 X 1	4 X 1
Check	10 X 1	4 X 1	10 X 1	4 X 1
Cash in drawer	10 X 1	-	10 X 1	-
NO sale	-	4 X 1	-	4 X 1
Grand Total	12 X 1	-	-	-
Net sales	10 X 1	-	10 X 1	-
Convert net sales	10 X 1	-	10 X 1	-
Gross sales	10 X 1	-	10 X 1	-
PLU	10 X 999	4 X 999	-	-
Z1 Counter	-	4 X 1	-	-
Z2 Counter	-	-	-	4 X 1
Time sales	4 X 24	4 X 24	-	-

Cash Register Specifications and Safety

Technical Characteristics

Listed below are the technical characteristics of this cash register model.

Type:	Electronic cash register with alphanumeric printer and 40 departments and 999 PLU settings
Displays:	10-digit green fluorescent numeric client display and 10 digit x 2 rows alphanumeric operator display. Symbols for error, change, subtotal, minus, total, cash, check, charge, Euro currency shown.
Capacity:	7-digit input and 10-digit printout
Printer:	2-station shuttle dot-matrix, 18 characters per line
Inked ribbon:	Nylon fabric ribbon cartridge
Paper supply:	Two rolls of 37.5 ±0.5 mm wide paper (customer receipt and journal record rolls)
Technology:	CMOS RAM
Power cons. (operating):	Refer to the data plate on the back of the machine
Electrical power supply:	Refer to the data plate on the back of the machine
Operating Temperature:	0 degrees C - 40 degrees C (32-104 degrees F)
Dimensions:	Length: 410 mm Depth: 440 mm Height: 270 mm
Weight:	12 Kg

Safety Precautions

- The power socket for this cash register must be located near the unit and easily accessible.

- Plug the cash register to a power socket where no other electrical device is connected.

- Do not use this cash register outdoors in the rain or near any liquid.

- Keep the cash register uncovered when turned on to allow the proper cooling of the electronic components.