

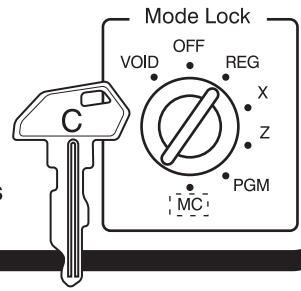
Important Notice

The cash register will operate correctly only after the following steps have been carried out:

! Before You Start

Please locate the following items:-

- | | |
|-----------------------|-------------------------|
| 1 x Paper Roll | 1 x Rewind Spindle |
| 1 x Set Spare Buttons | 1 x Ink Ribbon |
| 1 x Operator's Guide | 1 x Set of Control Keys |



1 Installing The Ribbon & Till Roll

- Plug the power cord of the cash register into the AC outlet (plug socket)
- Select the key labelled with the letter **C** insert it into the mode lock and turn to **REG** position. (See above)
- To Install the ink ribbon follow illustration (opposite).

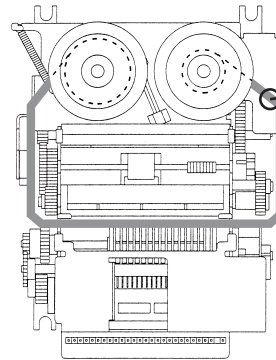
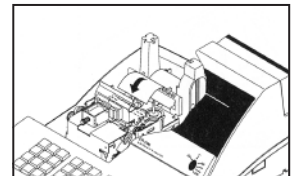


Illustration Showing a Fitted Ink Ribbon
Please ensure that the ribbon spool is fitted with the flat surface facing upwards. The ribbon fits into the printer as illustrated.



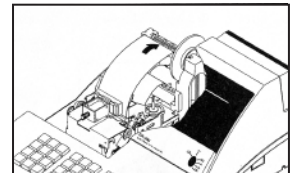
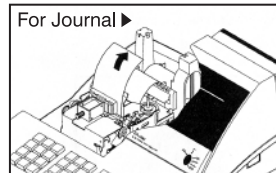
- To Install the till roll follow the illustration (right).
- Then press the **FEED** button until the paper comes out 20cm from the printer.



Then select if you want journal or receipt.

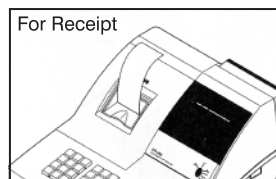
For Journal

- Insert the leading end of the paper onto the take up spool then slot into place as illustrated.



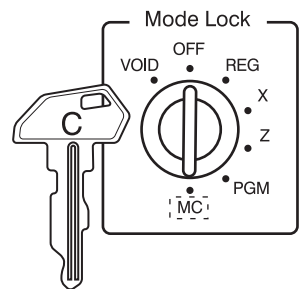
For Receipt

- Once the paper comes out about 20cm from the printer, feed the end of the roll through the window of the printer cover.
- Then close the cover.



2 Initialising The Cash Register

- Turn the key stamped with the letter **C** in the mode lock to the **MC** position.
Note: The MC position is NOT marked on the mode lock.
- Press and hold down the **CLEAR** button.
- With the **CLEAR** button held down power off and power on at the plug socket.
- The printer will print**CS** on the till roll, you can now release the **CLEAR** button.
- Turn the key in the mode lock from **MC** to **PGM** position to begin programming your machine.



3 Setting The Date And Time

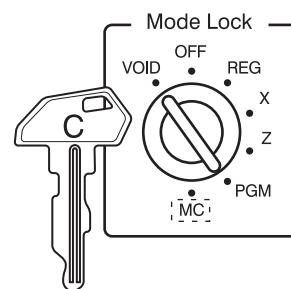
- Turn the **C** key in the mode lock to the **PGM** position.
- Enter the Time using the 24-hour clock system.

For example enter 1300 for 1.00pm.

- Press the **X/TM** button
- Press the **CASH/TEND** button to finalise.
- Enter the Date using 6 digits.

For example enter 010703 for the 1st of July 2003

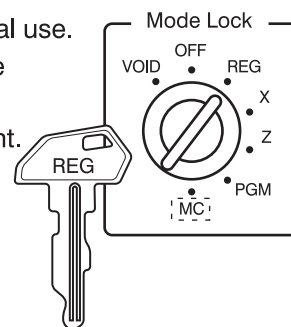
- Press the **SUBTOTAL** button.
- Press the **CASH/TEND** button to finalise.
- Turn the mode lock to the **OFF** position remove the **C** key and insert **REG** key turn to **REG** ready for normal use.



4 Entering A Basic Sale

The Cash Register has twelve Department Buttons in orange through which to enter your sales. The Purpose of these are to assist you in analysing your business. (For example, Department 1 could be used for Food Sales and Department 2 for Non Food Sales etc). By allocating goods to the appropriate department buttons you are preparing and organising sales data for the end of day Reports.

- Insert the **REG** key and turn the mode lock to **REG** position ready for normal use.
- Enter the price of the goods without the decimal point then press one of the Department buttons.
- To enter another sale repeat as above by entering a price then a Department.
- Press **SUBTOTAL** button to show the amount due.
- To calculate the change enter the money given by customer.
- For example £5.00 is entered as 500.
- Press the payment key, either **CASH/TEND** or **CH** for cheque payment.
- The amount of change due will be shown on the display.

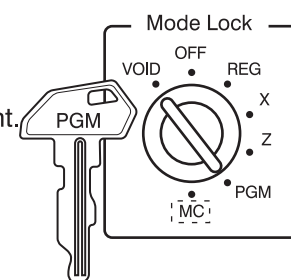


5 Programming A Preset Price

- Insert the **PGM** key in the mode lock and turn to **PGM**.
- Enter the price of the goods you want to be preset without the decimal point.

For example for £5.00 key in 5000 the extra zero at the end means the price is now preset.

- Press the department you want the price to go on.
- **For example Dept 1.**
- To finalise press the **CASH/TEND** button.
- Repeat these steps if more preset prices need to be entered.
- To finalise press the **CASH/TEND** button.
- Turn the mode lock from **PGM** to the **OFF** position remove the **PGM** key and insert the **REG** key turn to **REG** ready for normal use.



4	8	12	PLU	RA
3	7	11	CHARGE	PO
2	6	10	SUB TOTAL	CHECK
1	5	9	CASH/TEND	

Dept. Buttons



Your Helpline Support Number is 01924 438238

'Select Option 2 for Support' The lines are open 8.30am - 4.30pm Monday-Friday

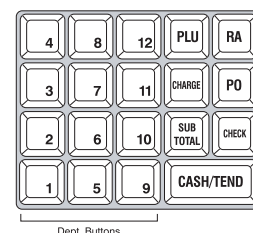
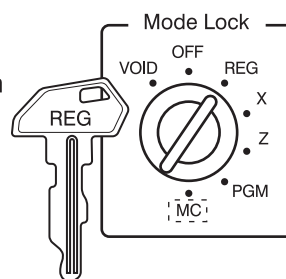
6 Entering A Preset Sale

If you have programmed a preset price and allocated it to a department button you can now begin to sell your goods. The following information explains how to sell a Preset item.

- Insert the **REG** key and turn to the **REG** position for normal use.
- Press the preset priced Department Button 1. The programmed preset price will then show on the display.
- Enter another sale by pressing a further Preset Department.
- Press **SUBTOTAL** to show the amount due.
- To calculate the change enter the money given by the customer.

For example £5.00 is entered as 500.

- Press the payment key, either **CASH/AMTEND**, **CHECK** or **CHARGE** to finalise the Sale.



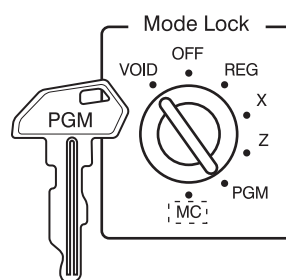
Dept. Buttons

7 Prevent Zero Sales Printing On The Report

- Turn the mode lock to the **PGM** position.
- Enter **6** then press the **RA** button.
- Enter **1** then press the **PO** button.
- Press the **CASH/TEND** button to finalise.
- Turn the control lock to the **OFF** position remove the **PGM** key.
- Insert the **REG** key and turn to **REG** position ready for normal use.



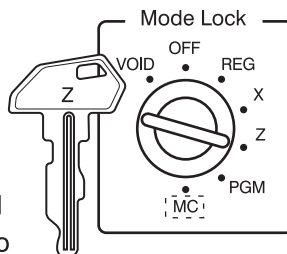
Numeric Buttons



8 Reporting

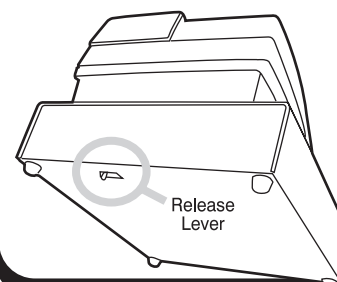
The Cash Register has two reporting modes.

- **X** mode prints out information without resetting sales data back to zero. (used normally at Midday to check turnover).
- **Z** mode prints sales data and resets grand totals back to zero. (Only if programmed to do so, see Box 7). (Used normally at the End of Day).
- Turn the key from **REG** to **OFF** and take out the key.
- Insert the key labelled with the letter **Z** and turn to **X** or **Z** then press **CASH/AMTEND**
- A daily total will then be printed.
(For example of report turn to page 49 in the manual.)



When The Cash Drawer Does Not Open!

Should you experience power failure the cash drawer will not open. Ensure the drawer is unlocked then pull the release lever as illustrated.



! Troubleshooting!

During the lifetime of the cash register you may find that a problem may occur during operation. This can be easily rectified by following the problem and solutions section below.

Problem: When the machine beeps and shows E on the display.

Solution: Press the **CLEAR** button to clear the error.

Problem: If the machine shows a constant E on the display and pressing **CLEAR** does not correct it.

Solution: Turn PGM key in the mode lock to each position. Eg. From REG to X press **CLEAR** to Z press **CLEAR** to PGM press **CLEAR** Once the till goes quiet turn the key back to REG.

Problem: If the machine Errors when you turn the key to Z to obtain a Daily report.

Solution: Turn PGM key to PGM then press **1 3 RA 0 PO** and **CASH/TEND** This system flag setting Cash Declaration Compulsory will now go back to Zero. Turn the key to Z and press **CASH/TEND** to attempt a new Z report.