



Quick Setup Guide

1 Initial Setup

The following describes how to start up the register.

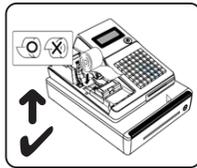
Unpack the Cash Register

- Remove the cash register from the packaging and locate:-
 - 1 roll of 57mm thermal paper
 - 1 rewind spindle for use with the journal roll option
 - 1 set of operator keys

Loading Paper

The register has a 57mm thermal roll, which can be either a receipt or a journal.

- Remove the left hand till roll cover by pushing forwards from the rear and lifting.
- Press the yellow left hand release button.
- Lift the arm upwards for paper access.
- With the paper feeding from the underneath drop the roll into the paper well.
- Ensure the paper excess (approx 6cm) is over the front of the printer.
- Move the raised arm downwards closing firmly over the paper.
- If the register is On, press **CLEAR** to remove the E8 No Paper message
- If the roll is to be used as an audit wind excess paper onto the spool.
- Turn the register on at the right hand side.



Toggle between Receipt & Journal mode

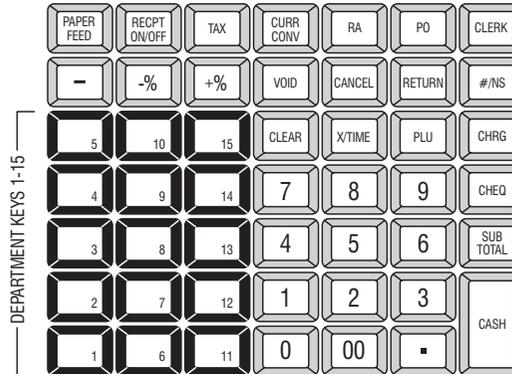
- Insert the **P** key and turn to **X Mode**.
- To turn **ON** or **OFF** enter **9 9 9 9**.
- Press the **PO** key.
- Turn the key to the **REG** position for normal use.

Enabling the Take-up Spool

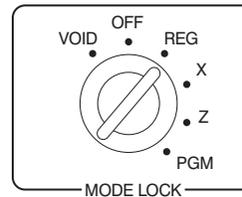
- Insert the **P** key and turn to the **PGM** position.
- Enter **2 2** and press **RA/CALC**.
- Enter **1** to turn **ON** or **0** to turn **OFF**.
- Press the **PO** key.
- Press **CASH** and return the key to **REG**.

2 Making a Sale

By entering the price of the goods and pressing the appropriate department button, you are preparing and organising sales data for the end of day report.



- Insert the **REG** key and turn to the **REG** position.
- Enter the price of the goods i.e. £1 equals **1 0 0**.
- Press one of the department buttons, labelled 1-15.
- For another item repeat as above by entering a price then a department.
- Press the **SUBTOTAL** key to show the amount due.
- If you would like to calculate change. Enter the value of money given by the customer. i.e. £5.00 is entered as **5 0 0**. (It is optional to enter the money given).
- Press the **CASH** key, or for non cash sales press **CHEQ** or **CHRG**.
- If a cash value was entered, the amount of change due will be displayed on the screen.



3 Reporting

The register has two reporting modes, **X to Print** reports and **Z to Print and Reset**.

The following explains how to print a report.

- Insert the **P** key and turn to either **X to Print** reports **or** **Z to Print and Reset**.
- Press the report button from the table below.
- Once the report has finished return to the **REG** position.

| | |
|---------------|----------------------------|
| CASH | End of Day Report |
| CHRG | Periodic End of Day Report |
| PLU | PLU Report (Price Look Up) |
| X/TIME | Hourly Report |
| CLERK | Clerk Report |

Example - End of Day Report

| | | |
|-------------------------|----|--------|
| THANK-YOU CALL AGAIN | | |
| < DAILY REPORT > | | |
| X | | 1 |
| DEPT. 1 | | 18.00 |
| | T1 | £33.03 |
| DEPT. 2 | | 1.00 |
| | | £0.07 |
| DEPT. 3 | | 4.00 |
| | | £50.99 |
| DEPT. 4 | | 2.00 |
| | | £3.50 |

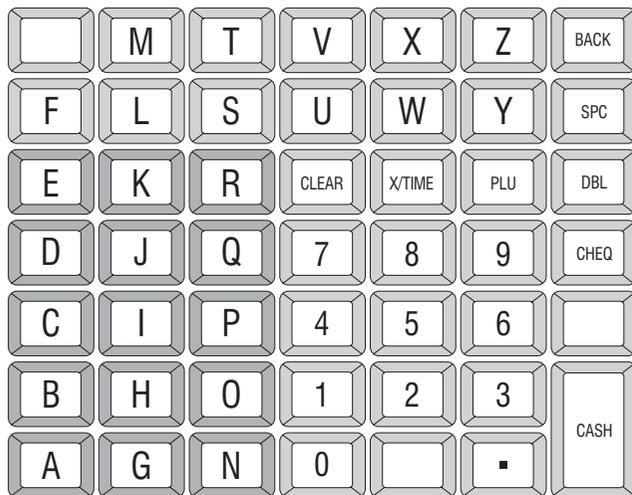
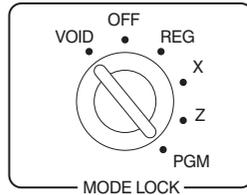
An example report can be found in the Operation Manual.

4 Programming Receipt Message

Programming the Company Logo

The cash register can print a receipt header message of upto 6 lines, each with 32 letters per line.

- Insert the **P** key and turn to the **PGM** position.
- Press the **X/TIME** key.
- Type in the text using the letters printed on the keys.



- Press the **X/TIME** key.
- Enter **1** followed by the line number to program.

For example, enter 11 for line 1, enter 12 for line 2, 13 for line 3 etc.

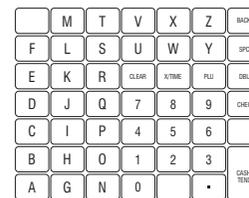
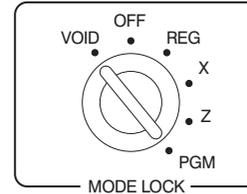
- Press the **CHEQ** key to accept the text.
- Press the **CASH** key to finalise.
- Repeat the process for more than one entry.
- Turn the key to the **REG** position for normal use.

5 Presetting Departments

Programming a Department Name

The cash register has fifteen department keys which can be programmed with a name for analysing your sales. i.e. Food and Non Food buttons.

- Insert the **P** key and turn to the **PGM** position.
- Press the **X/TIME** key.
- Type in the text up to 18 letters using the printed keys.
- Press the **X/TIME** key.
- Press the required department key
- Press the **CASH** key to finalise.
- Repeat the process for more than one entry.
- Turn the key to the **REG** position for normal use.



Programming a Department Price

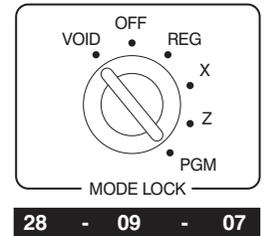
The fifteen department keys can be programmed with a preset price (if required).

- Insert the **P** key and turn to the **PGM** position.
 - Enter **1 0 0** **SUBTOTAL** .
 - Enter **0 1 0 0** .
 - Press **X/TIME** .
 - Press the required department key.
 - Press the **CASH** key.
 - Enter the item price.
- For example, for £1.25 enter 1 2 5 and press the department key.*
- Press the required department key.
 - Press the **CASH** key again to finalise.
 - Repeat the process for more than one entry.
 - Turn the key to the **REG** position for normal use.

6 Setting the Date and Time

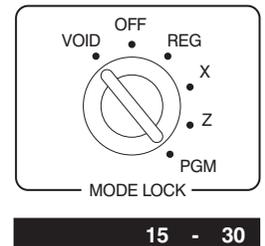
Date

- Insert the **P** key and turn to the **PGM** position.
 - Enter the date in the format DDMMYY.
- For example, enter 28 09 07 (for 28th September 2007)*
- Press the **X/TIME** key.
 - Press the **CASH** key to finalise.
 - Turn the key to the **REG** position for normal use.



Time

- Insert the **P** key and turn to the **PGM** position.
 - Enter the time in the format HHMM.
- For example, enter 15 30 (for 3.30pm)*
- Press the **X/TIME** key.
 - Press the **CASH** key to finalise.
 - Turn the key to the **REG** position for normal use.



General Errors

E8

- Check the paper is loaded in the printer and the printer arm is closed. Press **CLEAR** .

In Constant Error

- Insert the **P** key
- Turn the key to each position and press **CLEAR** key and/or press the **CASH** key.