OLYMPIA

CM 75 / 760 / 761 / 762

Operating Instructions
Programming Instructions

OLYMPIA

Since 1903

www.enetto.eu

Declaration of Conformity

CE

CM 75 / 760 / 761 / 762

GB The manufacturer hereby declares
that the equipment complies with the stipulations defined in the following guidelines and standards:

DE The manufacturer hereby declares
that the equipment complies with the stipulations defined in the following guidelines and standards:

FR Le fabricant déclare par la présente que l'appareil est conforme aux règlements et normes en vigueur:

ES Por medio de la presente,
el fabricante declara que este aparato está conforme a lo dispuesto en las directivas y normas vigentes:

NL De fabrikant verklaart hierbij dat het apparaat voldoet aan de bepalingen in de richtlijnen en normen:

2006/95/EC	EN 60950-1:2006 +A1:2009
2010/108/EC	EN 55022:2006 +A1:2007
	EN 50024:1998 +A1:2001 +A2:2009
	EN 61000-3-2:2000
	EN 61000-3-3:2008

OLYMPIA
Olympia Business Systems

Doc: 947500001
7th December 2010

Heinz Prygoda

Managing Director

Dear Customer,

Congratulations!

We are pleased that you decided on purchasing the Olympia CM 75 / 760 / 761 / 762 cash register.

The CM 75 / 760 / 761 / 762 is a high-quality cash register that implements the latest technologies to satisfy your needs in the best possible way.

Please read the operating instructions/programming instructions to ensure you learn to use the cash register functions properly.
We hope you enjoy using your machine!

Kindest regards

Olympia Business Systems Vertriebs GmbH
Deutschland

Enetto Euro Store
Sweden
www.enetto.eu

This Operating/Programming Instruction manual is purely for informational purposes. Its content is not part of any contract for sale. All the data specified relates to nominal values. The equipment and options described may differ from country to country according to national requirements. We reserve the right to make amendments to the content and technical modifications without notification.

Intended Use

This cash register is exclusively intended for processing cash register business indoors. Any other use is considered unintended use.

General Information / Safety Notes

- Ensure that the mains power supply corresponds to that specified on the rating plate located on the rear side of the cash register.
- This cash register is a highly sophisticated piece of equipment. Never attempt to repair it yourself. If repairs should become necessary, please bring the cash register to an authorised service centre or the sales outlet.
- Never insert metallic objects, such as a screwdriver, paper clips etc., in the cash register. This could damage the cash register and also exposes you to the risk of an electric shock.
- Always switch the cash register off when it no longer needs to be used.
- Clean any dust from the cash register by wiping it gently with a dry cloth. Never use water or solvents, such as paint thinner, spirit etc., to clean the cash register.
- To disconnect the power supply fully, disconnect the plug from the power socket.
- Never expose the cash register to extreme temperatures.
- Keep all the transport locks in a safe place for future use. The transport locks must be reinstalled for any future transportation of the cash register.

Transport Locks

Before the cash register can be put into operation, remove any transport locks installed and store them for future use.
Important transport note: In the case of transport damage, the unit must be returned together with the packaging, Operating/Programming Instruction manual and accessories.

Connecting to the Power Supply

Before connecting the cash register to the mains power supply, please check that the voltage and frequency specifications stipulated on the rating plate coincide with the local power supply.

Safety note: The power socket must be close to the cash register and easily accessible. This means that the cash register can be disconnected from the power supply quickly in an emergency.

Note: All the data is retained following disconnection from the power supply. The batteries ensure the data is retained for approx. 2 months after the cash register has been disconnected from the power supply.

Printer Mechanism

Attention: Observe the following information to ensure long, trouble-free operation:

- Never
  - print without any paper installed!
  - pull the paper while the printer is operating!
  - use poor quality paper!
  - insert paper rolls which have already been used!
  - tamper with the printer using hard objects or move the drive by hand!
- Pay attention to the markings indicating the end of the paper roll.
  Change the paper roll immediately.
- Have the cash register / printer mechanism serviced regularly by an authorised service centre.

Table of Contents

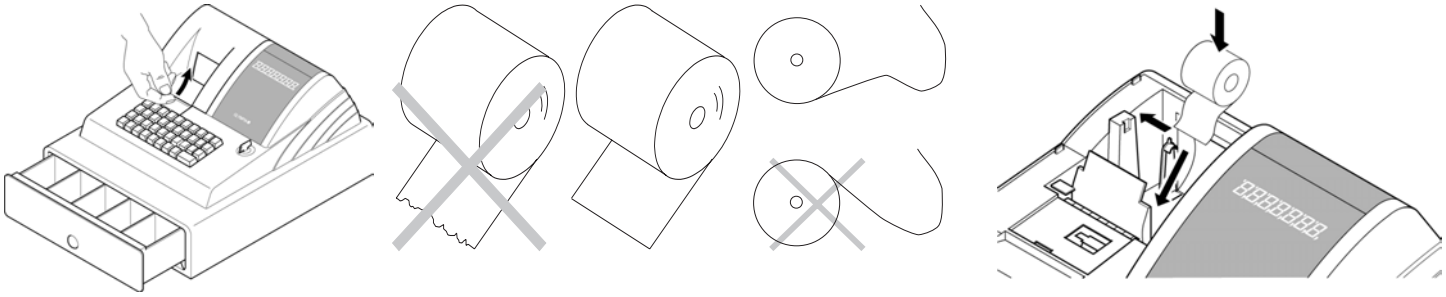
1 Product Features

Feature	CM 75	CM 760	CM 761	CM 762
Cash drawer	Yes	No	Yes (small)	Yes (large)
No. of departments	8	16		
No. of PLUs	99	200		
No. of clerks	8			
No. of VAT rates (tax rates)	4			
Type of payment	Cash, check, credit card			
Cash register reports	X1/Z1 day's financial report X2/Z2 monthly financial report X/Z PLU report X/Z clerk report X/Z training report			
Display	Numeric display (9-character LED)			
Customer display	No	Yes		
Printer	EPSON M-31 numeric printer	EPSON M-42 numeric printer		
Printer type	Single station roll printer			
Printing speed (lines per second)	1.0	1.4		
Ink ribbon	IR-30	IR-40 = Size # 744		
No. of columns	13			
Paper width	57.5 ± 0.5 mm			
Breakdown frequency (MCBF)	300,000 lines			
Programmability	Date Time VAT rate (tax rate) Department PLU (item) -% rate Foreign currency Grand total & clear Z report Decimal point position (0. / 0.0 / 0.00 / 0.000) Time display(24-hour / 12-hour format) Date format (month-day-year / day-month-year) Clerk system active (yes / no) Compulsory to enter the clerk number for all transactions (yes / no)			
Options (not contained in scope of delivery, subject to charge)	Battery: to operate the cash register without a power cable for approx. 5 hours continuous operation (OLYMPIA part number 947990002). Bank note verifier (Euro): Tests bank notes are authentic (OLYMPIA part number 947990003).			

2 Starting Up

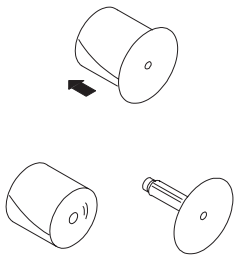
2.1 Inserting a paper roll

1. Open the printer lid.
2. Insert a paper roll of 57 mm width and max. 70 mm diameter. Do not use recycled paper because it wears the printer more quickly.
3. Prepare the paper roll for insertion.
4. Thread the end of the paper roll, which has been cut straight, into the printer mechanism and press the Feed key until approx. 10 cm of it has been transported.
5. Depending on the intended use (calculation or journal mode), thread the paper strip through the slot in the printer lid and tear off the paper strip on the lid's tear-off edge.
6. In the case of journal mode, thread the paper strip in the paper reel. Close the printer lid.



2.2 Paper reel

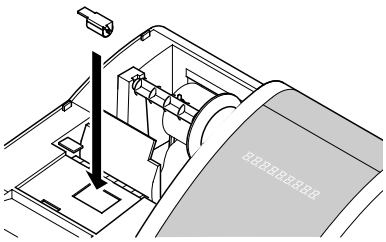
The paper reel is required when the receipt should be wound onto it.
Change the system setting no. 18 to 1.



1. Open the printer lid.
2. Remove the paper reel.
3. Thread the end of the journal paper in the slit in the paper reel.
4. Insert the paper reel in the reel guides provided for it.
5. To remove the journal paper after it has been rolled up on the reel, remove the paper reel and pull the journal roll off.
6. Reinsert the paper reel.
7. Close the printer lid.

2.3 Changing the ink ribbons

Note: Only use original ink ribbons (Group IR-30 for CM 75, IR-40, Size # 744 for CM 760 / 761 / 762).

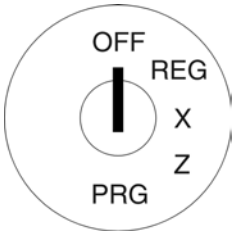


1. Open the small flap in front of the printer lid.
2. Lift out the ink ribbon using the grip (left).
3. Insert a new ink ribbon in the guide.
4. Close the printer lid.

3 Key Switch

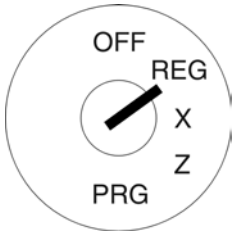
3.1 Key switch positions

The key can be turned to five different positions:



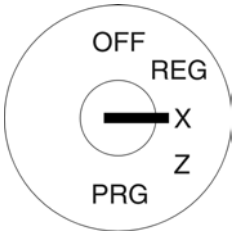
OFF

The cash register is off



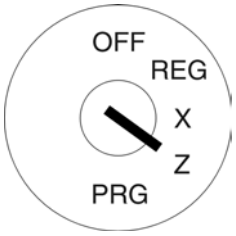
REG

Registration mode



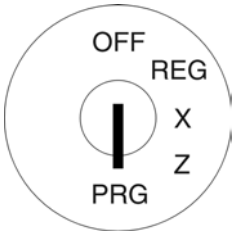
X

Print report without memory deletion



Z

Print report with memory deletion



PRG

Programming mode

3.2 Keys

Six different keys are available for use with the cash register:

Key identification	No. of keys	Switch position				
		OFF	**REG**	**X**	**Z**	**PRG**
S	2	X	X	X		
Z	2	X	X	X	X	
P	2	X	X	X	X	X

4 Keyboard

In its standard form, the cash register leaves the factory with English labels on the keyboard.

It is possible to apply labels in different languages on the keys. Keyboard sheets in various languages are enclosed with the cash register for this purpose.

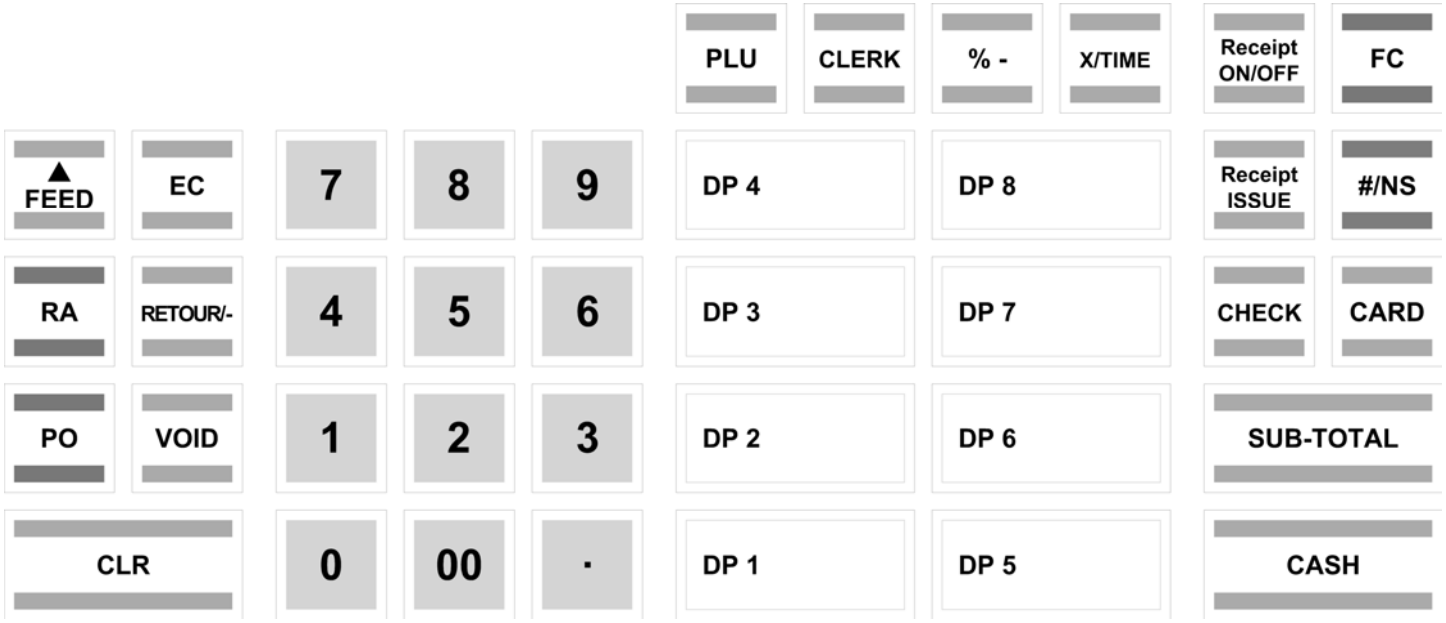
4.1 Changing the key labels

Proceed as follows:

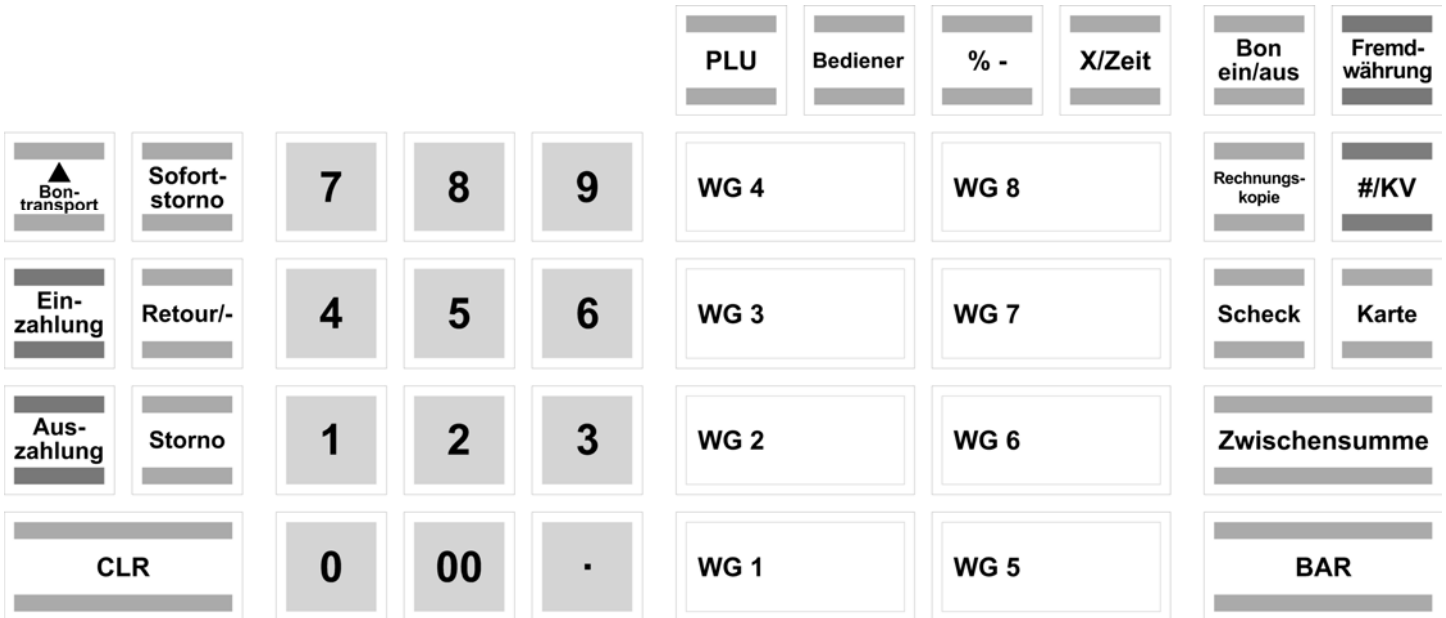
1. Remove the transparent cap from the key.
   If it is easier for you, carefully remove the entire key beforehand.
2. Replace the existing key label with a new label.
3. Replace the transparent cap back on the key.
   If you removed the entire key, replace the key carefully back on the keyboard.

4.2 CM 75 keyboard

4.2.1 Original English labelling

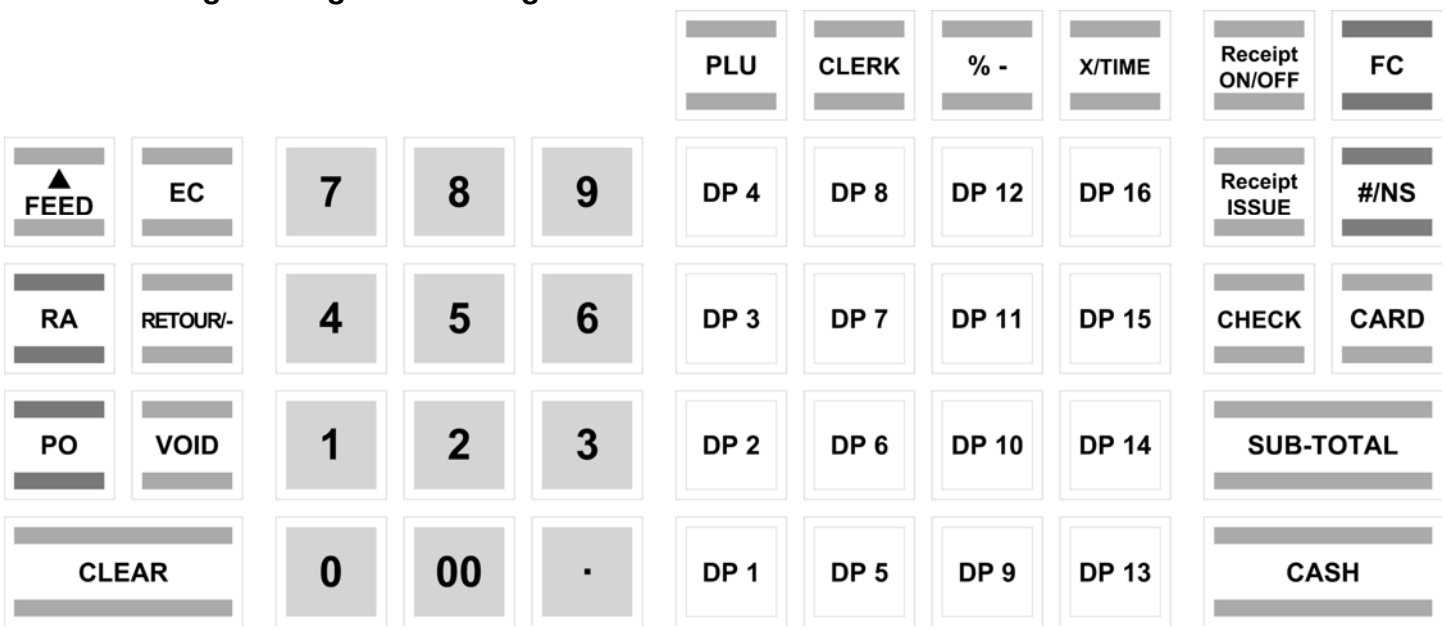


4.2.2 German key labelling

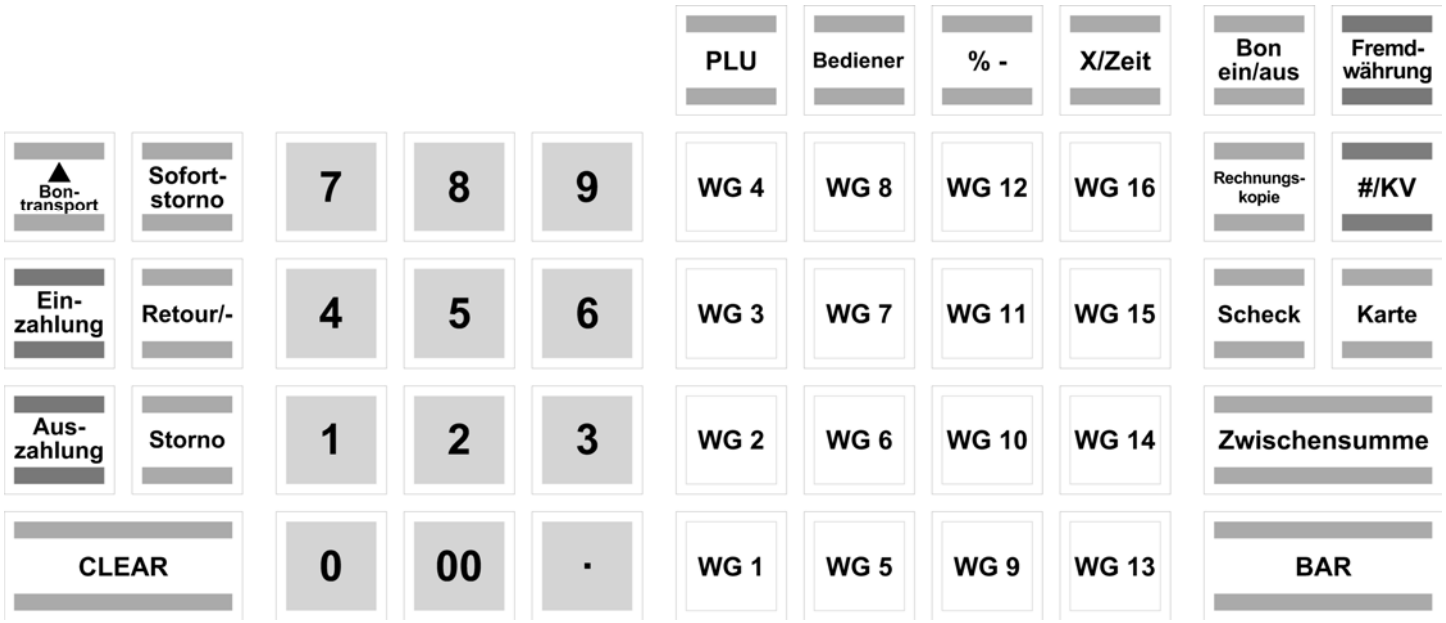


4.3 CM 760 / 761 / 762 keyboard

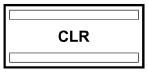
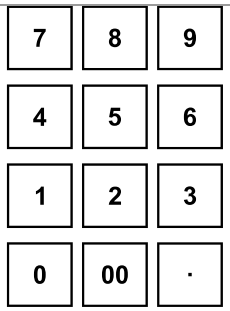
4.3.1 Original English labelling

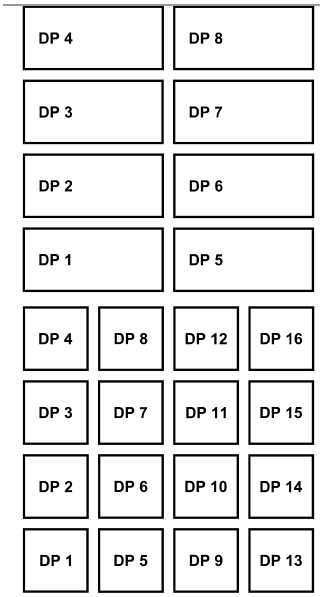
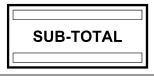


4.3.2 German key labelling



4.4 Explanation of the key functions

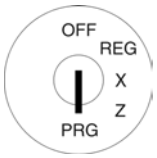
Key	Explanation
	Press and hold the FEED key to continue feeding the receipt or journal paper until the key is released.
	The RA key is used to record payments made into the cash register. The total amount received on account is recorded in the financial report.
	The PO is used to record amounts removed from the cash drawer. The total amount registered appears separately in the financial report.
	The EC key is used to cancel an incorrect registration immediately after it has been entered. The error correct total is recorded in the financial report.
	The RETOUR/- key is used to subtract an amount from the total amount of a sale. The financial report records the (-) key total. The RETOUR/- key is used for refund transactions. The refund total is recorded in the financial report.
	The VOID key is used to complete the cancellation of an item within a registration which has not yet been concluded. The void total is recorded in the financial report.
 	The CLR or CLEAR is used to delete all the entries made using the numeric keyboard or the X/TIMEt key before the entries have been finalised by pressing a department or function key. The CLR or CLEAR is also used to clear error states.
	Numeric keys: The numeric keys are used to enter numbers. The . is used to enter the decimal point.
	PLU (Price Look-Up) key.
	The CLERK key is used to register a clerk.
	The % - key is used to subtract a percentage from a PLU or the total amount of a sale. The total amount registered by the % - key is recorded in the financial report.
	The X/TIME key is used repeat (multiply) entries for departments or refunds.

Key	Explanation
	The Department keys serve to register departments. **Note:** The CM 75 has 8 departments. The CM 760 / 761 / 762 have 16 departments.
	The Receipt ON/OFF key is used to switch printout of the receipt off or on.
	This key is used to print a copy of the receipt.
	The CHECK key is used for transactions made with a cheque.
	The FC key is used for converting amounts into a foreign currency.
	The #/NS (NS = No Sale) is used for operations in which entries should not be added. It can be use to print a maximally 7 digit number on the receipt. The entry does not affect other sales totals. The #/NS key is used to open the cash drawer.
	The CARD key is used for transactions made with a credit card.
	Press the SUB-TOTAL key to display the total amount of the sale.
	The CASH key is used for transactions made with cash.

5 Programming

5.1 Programming the date

Example: 15 June 2010

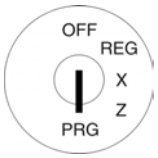


- Set the key to PRG
- Enter the date as 6 digits (DDMMYY)
- Confirm by pressing #/NS

Input	Display	Confirm by pressing
1 5 0 6 1 0	1506.10	#/NS

5.2 Programming the time

Example: 9:30 a.m.



- Set the key to PRG
- Enter the time as 4 digits (hhmm)
- Confirm by pressing X/TIME

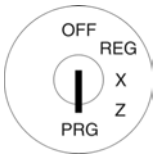
Input	Display	Confirm by pressing
0 9 3 0	9.30	X/TIME

5.3 Programming the VAT rate

A maximum of four different VAT (Value Added Tax) rates can be programmed.

Note: On leaving the factory, the following value added tax rates are pre-programmed: TX 1 = 19% and TX 2 = 7%. If these rates correspond with those you need, no adjustments to the programme are necessary at this point.

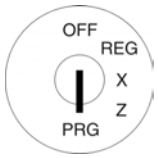
Example 1: VAT rate 1 is 19%



- Set the key to PRG
- Enter the storage location (1, 2, 3 or 4)
- Confirm by pressing SUB-TOTAL
- Enter the VAT rate (to 3 decimal places but without a decimal point)
- Confirm by pressing CASH

Input	Display	Confirm by pressing
1	0.01	SUB-TOTAL
1 9 0 0 0	19.000	CASH

Example 2: VAT rate 2 is 7%



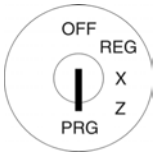
Refer to instructions in Example 1.

Input	Display	Confirm by pressing
2	0.02	SUB-TOTAL
7 0 0 0	7.000	CASH

5.4 Programming a percentage discount

You can enter a discount value from 0.00 to 99.99%.

Example: 10% discount



- Set the key to PRG
- Enter the discount value as 4 -digits (10% = 1000).
- Confirm by pressing [% -]

Input	Display	Confirm by pressing
1 0 0 0	10.00	% -

5.5 Programming departments (DP)

In the case of the CM 75, eight departments can be programmed and for the CM 760 / 761 / 762 sixteen departments.

CM 75: On leaving the factory, Departments 1 to 4 are already assigned VAT rate 1 at 19% and Departments 5 to 8 are assigned VAT rate 2 at 7%.

CM 760 / 761 / 762: On leaving the factory, Departments 1 to 8 are already assigned VAT rate 1 at 19% and Departments 9 to 16 are assigned VAT rate 2 at 7%.

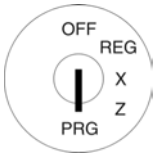
All the departments are set up as an itemised department with free pricing.

If these settings correspond with those you need, no adjustments to the programme are necessary at this point.

5.5.1 Programming department status and fixed price

Department status (3-digit)	
1st digit	
Itemised department	0
Single item department	1
2nd + 3rd digit	
No VAT	00
VAT rate 1	01
VAT rate 2	02
VAT rate 3	03
VAT rate 4	04
Price entry	
Free pricing	000
Fixed price	Enter the price with the number of decimal places

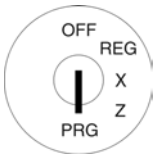
Example 1: DP1 should be set-up as an itemised department at VAT rate 1 (19%) and without a fixed price.



- Set the key to PRG
- Enter status S1 and S2 as 3 digits and confirm by pressing [CHECK]
- Enter fixed price or free pricing
- Assign the programmed settings to the department by pressing the corresponding DP key, in this case: [DP1]

Input	Display	Confirm by pressing
0 0 1	0.01	CHECK
0 0 0	0.00	DP 1

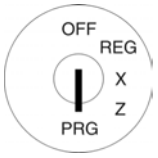
Example 2: DP2 should be set-up as an itemised department at VAT rate 2 (7%) and with a fixed price of 5.00 € (system option 1 in default setting: 2 decimal places).



- Set the key to PRG
- Enter status S1 and S2 as 3 digits and confirm by pressing CHECK
- Enter fixed price or free pricing
- Assign the programmed settings to the department by pressing the corresponding DP key, in this case: DP1

Input	Display	Confirm by pressing
0 0 2	0.02	CHECK
5 0 0	5.00	DP 1

5.5.2 Printing the department programme



- Set the key to PRG
- Press 8 6 times
- Confirm by pressing CASH

Input	Display	Confirm by pressing
8 8 8 8 8 8	8888.88	CASH

Example printout:

1 = DP number

```
1       10.00    TX1
          001     CK
2       20.00    TX2
          002     CK
3       30.00    TX3
          003     CK
4       40.00    TX4
          004     CK
5       50.00
          000     CK
6       60.00
          001     CK
7       70.00
          002     CK
8       90.00
          000     CK
```

10.00 = fixed price, TX1 = VAT rate 1
001 = department status

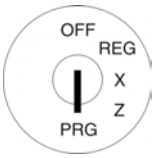
5.6 Programming the PLU (price look up)

99 PLUs can be programmed for the CM 75, and 200 PLUs for the CM 760 / 761 / 762.
PLUs are programmed in two steps:

- Enter the price and department assignment for all PLUs.
- Enter the PLU status and department assignment for all PLUs.
  (Not necessary if the PLU is operated with a fixed price.)

5.6.1 Programming the price and department assignment

Example: PLU 12 must be priced at 2.50 € and is assigned to Department 1.



- Set the key to PRG
- Press X/TIME
- Enter the required PLU number
- Confirm by pressing PLU
- Enter the fixed price of the PLU and assignment it to the department required by pressing the relevant department key DP1.

The next PLU automatically appears in the display.

- Proceed in the same way for the other PLUs.
- Conclude input by pressing X/TIME

Input	Display	Confirm by pressing
X/TIME	P001 0.00	
1 2	P 12 0.12	PLU
2 5 0	2.50	DP 1
	P 13 0.00	
		X/TIME

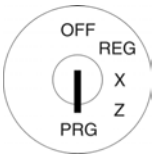
5.6.2 Programming the PLU status and department assignment

Note: This step is only necessary for PLUs which should also be able to operate with free pricing.

PLU status (1 digit)

Fixed price only	0
Also with free pricing	1

Example: In the case of PLU 12 (Department 1), free pricing is permitted.



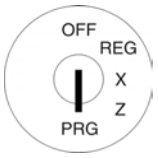
- Set the key to PRG
- Press PO
- Enter the PLU number to be programmed
- Confirm by pressing PLU
- Enter the PLU status
- Confirm by pressing the relevant department key DP1.

The next PLU automatically appears in the display.

- Proceed in the same way for the other PLUs.
- Conclude input by pressing PO

Input	Display	Confirm by pressing
PO	P001 0.00	
1 2	P 12 0.12	PLU
1	0.01	DP 1
	P 13 0.00	
		PO

5.6.3 Printing the PLUs programmed



- Set the key to PRG
- Press PLU

Input

Example printout:

01 = PLU number
1 = Department number of the department assigned

```
01          0
1       1.00    TX1
02          1
2       2.00
01          0
3       3.00    TX2
```

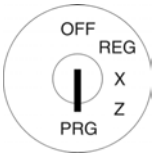
0 = PLU status
1.00 = price, TX1 = VAT rate 1

5.7 Programming foreign currencies

A maximum of 4 foreign currencies can be programmed.
The following information must be entered for the programming process:

- Foreign currency identification (1, 2, 3 or 4)
- Number of decimal places for the exchange rate (EXP): 0 to 8 decimal places are possible
- Decimal places for the foreign currency (DP): 0 to 3 decimal places are possible
- Exchange rate (RATE): 6-digit entry from 000001 to 999999

Example: Foreign currency no. 1: Euro to US Dollars (1 USD = 0.76494 EURO) as foreign currency no. 1



- Set the key to PRG
- Enter the foreign currency identification, here: 1
- Confirm by pressing FC
- Enter
  - EXP, here: 5
  - DP, here: 2
  - RATE, here: 076494
- Confirm by pressing CASH

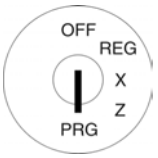
Input	Display	Confirm input by pressing
1	0.01	FC
5 2 0 7 6 4 9 4	520764.94	CASH

5.8 System options

The basic program settings of the cash register are stored in the system options.

5.8.1 Programming system settings

Example: Change the time display to the 12-hour format.



- Set the key to PRG
- Enter the system option number and status number (2 or 3 digits)
- Confirm by pressing RA

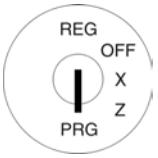
Input	Display	Confirm by pressing
4 1	41	RA

Note: The default settings appear in **bold** print.

System option	Status	Setting
1	0	Decimal point position: 0 (no point)
	1	Decimal point position: 0.0
	2	**Decimal point position: 0.00**
	3	Decimal point position: 0.000
2		(reserved)
3	1	Net price (exclusive of tax)
	2	**Gross price (including tax)**
4	**0**	**Time: 24-hour format**
	1	Time: 12-hour format
5	**0**	**Print total taxable amount: No print**
	1	Print total taxable amount: Print
6	**0**	**Print net total for each tax rate: No print**
	1	Print net total for each tax rate: Print
7	0	Date format: Month-Day-Year
	1	**Date format: Day-Month-Year**
8	**0**	**Clerk system not active**
	1	Clerk system active
9	**0**	**Clerk log on not active after each transaction**
	1	Clerk log on active after each transaction
10	0	Print extra line "Net Total": No print
	1	**Print extra line "Net Total": Print**
11	**0**	**Zero skip printing for Z-report**
	1	No zero skip printing for Z-report
12		(reserved)
		- Continued on next page -

System option	Status	Setting
13	**0**	**No special European rounding** Rounding occurs after pressing the [SUB-TOTAL] and [CASH] keys. If no special European rounding has been selected, rounding is performed according to commercial 5/4 rounding: If the first decimal place to be rounded is a 0, 1, 2, 3 or 4, the number is rounded down. If the first decimal place to be rounded is a 5, 6, 7, 8 or 9, the number is rounded up.
	1	European rounding: Switzerland 0.01 – 0.02 = 0.00 0.03 – 0.07 = 0.05 0.08 – 0.09 = 0.10
	2	European rounding: Sweden 0.00 – 0.24 = 0.00 0.25 – 0.74 = 0.50 0.75 – 0.99 = 1.00
	3	European rounding: Denmark 0.00 – 0.12 = 0.00 0.13 – 0.37 = 0.25 0.38 – 0.62 = 0.50 0.63 – 0.87 = 0.75 0.88 – 0.99 = 1.00
14	**0**	**Printing of an additional bill permitted**
	1	Printing of an additional bill not permitted
15	**0**	**Z1 and Z2 counters are not deleted after Z-financial report printout**
	1	Z1 and Z2 counters are deleted after Z-financial report printout
16	0	Grand Total is not deleted after Z1 financial report printout
	1	**Grand Total is deleted after Z1 financial report printout**
17	**0**	**Grand Total is not printed on the financial report**
	1	Grand Total is printed on the financial report
18	**0**	**Receipt mode**
	1	Journal mode (the winding reel is driven)
19	**0**	**Basic currency is the local currency (amount ÷ conversion factor)**
	1	Basic currency is foreign currency (amount × conversion factor)
20	**0**	**Refunds are printed on the financial report**
	1	Refunds are not printed on the financial report

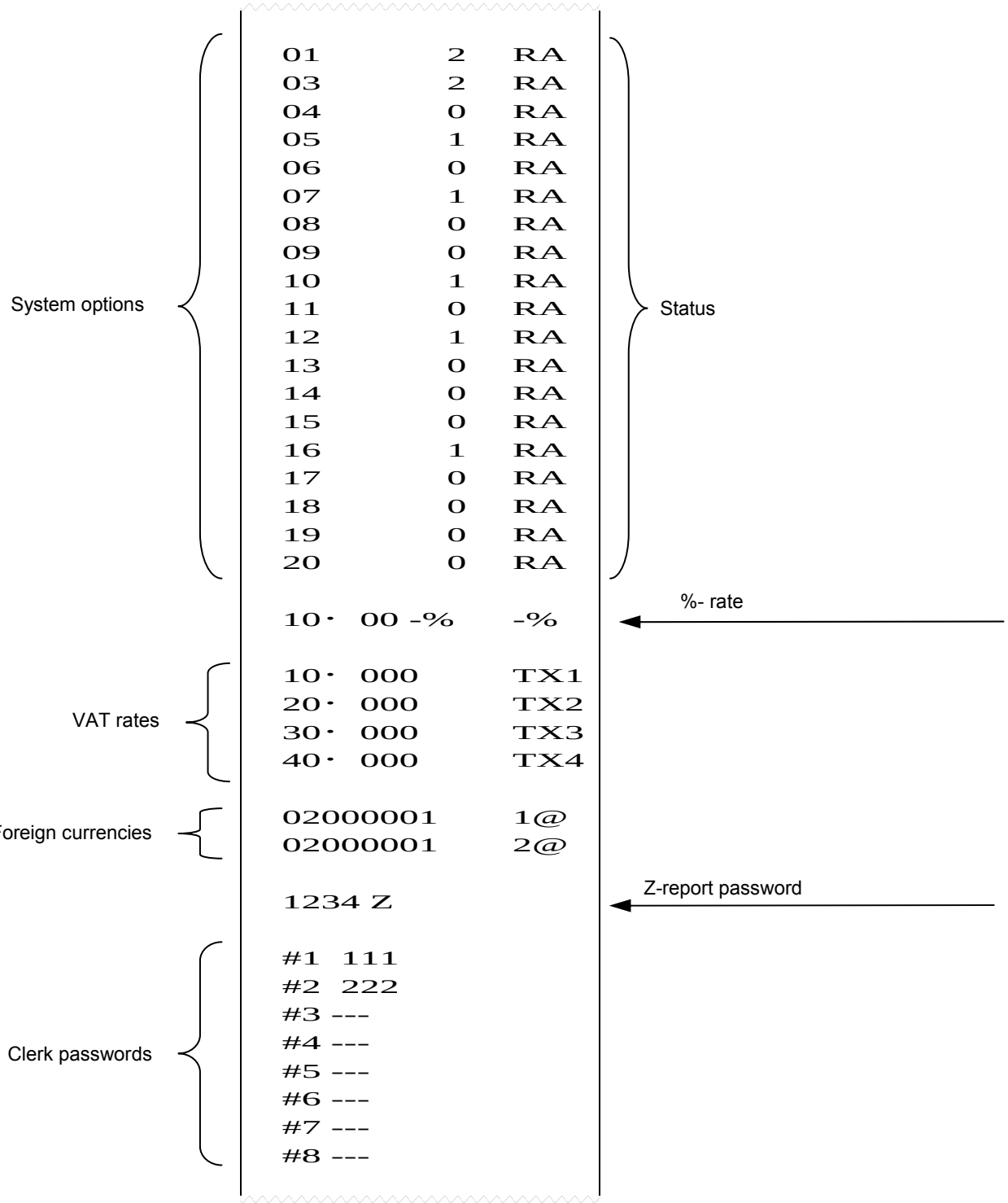
5.8.2 Printing the system options (dump report)



- Set the key to PRG
- Press [9] 6 times
- Confirm by pressing [CASH]

Input	Display	Confirm by pressing
9 9 9 / 9 9 9	9999.99	CASH

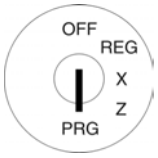
Example printout:



6 Clerk System

The default setting for the clerk system is deactivated (refer to System Option 8).

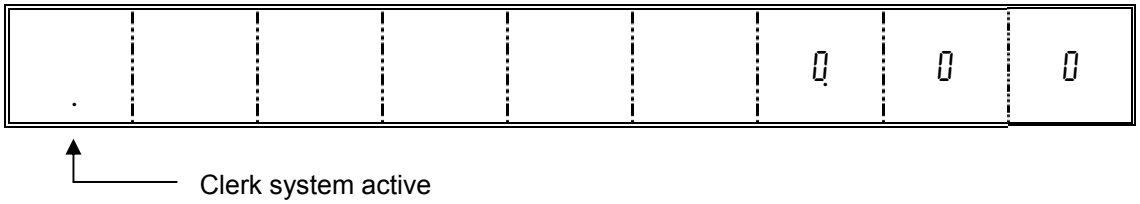
6.1 Activating the clerk system



- Set the key to PRG
- Press 8 and 1.
- Confirm by pressing RA.

Input	Display	Confirm by pressing
8 1	0.8 1	RA

When the clerk system is activated, a dot appears in the display:



6.2 Clerk system without a password

Condition: The clerk system is activated.

If no password has been programmed for a clerk, that clerk logs on at the cash register with his clerk number.

6.2.1 Clerk log-on with clerk number

Note: A maximum of 8 clerks can be registered in the system.

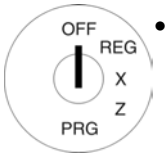
Example: Clerk no. 6 logs on.

- Set the key to REG
- Enter the 1-digit clerk number
- Confirm by pressing CLERK

Input	Display	Confirm by pressing
6	0.06	CLERK

6.2.2 Clerk logs off

Example: A salesperson logs off.



- Set the key to OFF

Note: System option 9 can be configured so that a clerk must log on again after each registration which is completed.

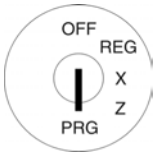
6.3 Clerk system with password

It is possible to protect clerk log on codes by means of a password.

In this case, clerks log on by entering their respective clerk number and an additional password. The password is a 3-digit code (000 to 999). The clerk number and password thus comprise the 4-digit clerk code.

6.3.1 Programming a clerk password

Example: Programming the password for clerk no. 1 (password: 456) and clerk no. 2 (password: 987).



- Set the key to PRG
- Access the clerk password programming mode: press [4] 6 times
- Confirm by pressing [CASH]

Input	Display	Confirm by pressing
4 4 4 / 4 4 4	4444.44	CASH

Enter all the passwords in sequence (max. 8 passwords):

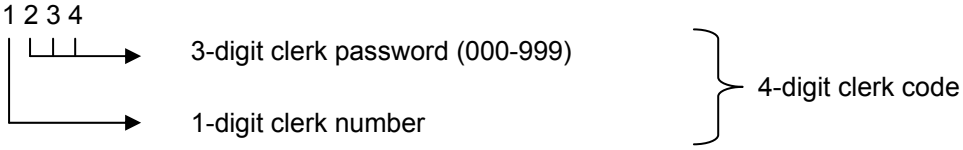
- Enter the 4-digit clerk code (1-digit clerk number and 3-digit password) and conclude by pressing [CLERK].
- Exit from clerk password programming mode: press [CLR] / [CLEAR].

Input	Display	Confirm by pressing
1 4 5 6	14.56	CLERK
2 9 8 7	29.87	CLERK
		CLR / CLEAR

Note: If 000 is entered as the password for a clerk, the clerk system once again operates without a password for this clerk.

6.3.2 Clerk log-on with clerk number and clerk password

Structure of the clerk code



Example: Clerk no 1 logs on with password "456" (clerk code: 1456).

- Set the key to REG
- Enter the 1-digit clerk number
- Enter the 3-digit clerk password
- Confirm by pressing [CLERK]

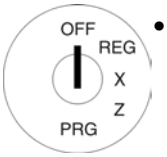
Input	Display	Confirm by pressing
1	1	
4 5 6	14.56	CLERK

Clerks remain logged on until they log off properly (see below).

Note: If an incorrect password is entered, error message "E" appears in the display.

6.3.3 Clerk logs off

Example: A salesperson logs off.



- Set the key to OFF

Note: System option 9 can be configured so that a clerk must log on again after each registration which is completed.

7 Operation

Set the key switch to REG for all operating processes.

Note: Incorrect input or error states (acoustic signal) can be cleared by pressing the CLR / CLEAR key.

7.1 Registering departments

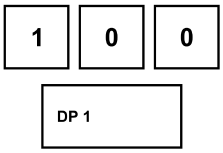
Always enter the price without a decimal point!

Note: The price may only contain a maximum of 7 digits.

Example 1: A PLU from department 1 with a value of 1.00 € must be registered.

- Enter the price
- Assign the department by pressing the relevant department key

Input



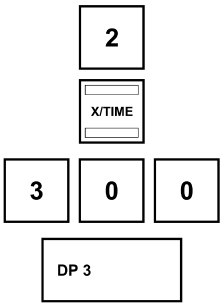
If the same PLU should be registered several times:

Example 2: A PLU from department 3 with a value of 3.00 € must be registered twice.

- Enter the quantity
- Confirm by pressing X/TIME
- Enter the price
- Assign the department by pressing the relevant department key

Note: The sum of Quantity x Price must not be greater than maximum capacity of the report memory!

Input



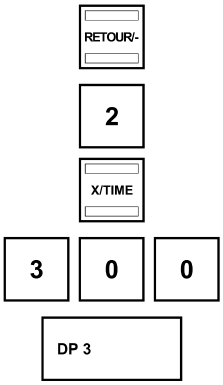
7.2 Registering negative departments

When a PLU is returned, initiate the negative registration by pressing the RETOUR/- key and register the returned PLU in the normal way.

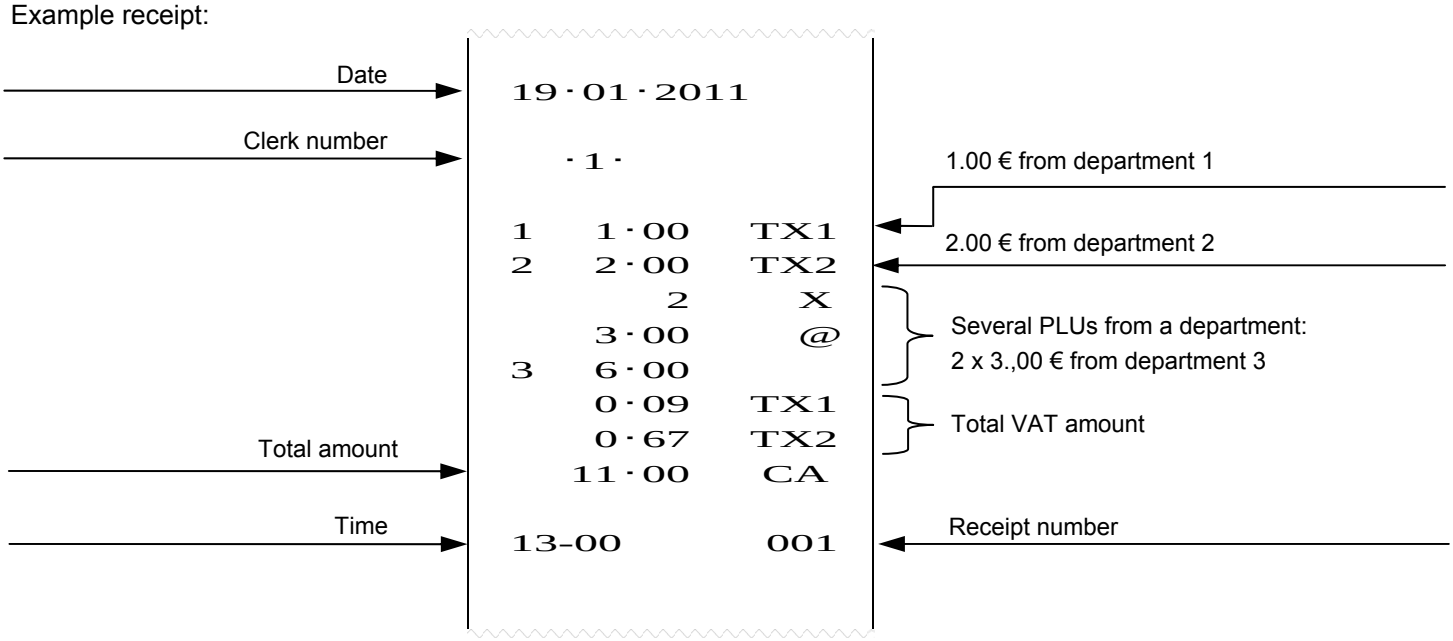
Example 3: Two pieces of a PLU from department 3 with a value of 3.00 € are returned.

- Initiate registration of a negative department by pressing the RETOUR/- key.
- Register the PLU in the normal way.

Input



Example receipt:



7.3 Registering PLUs

Always enter the price without a decimal point!

Note: The price may only contain a maximum of 7 digits.

7.3.1 Registering PLUs with a fixed price

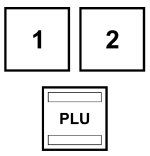
Condition: The PLU has been programmed with a fixed price.

Note: The PLU number may be a maximum of 3 digits.

Example 1: PLU no. 12 must be registered.

- Enter the PLU number
- Press the [PLU] key

Input

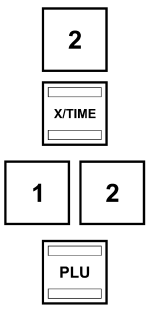


If the same PLU should be registered several times:

Example 2: PLU no. 12 must be registered twice.

- Enter the quantity
- Confirm by pressing [X/TIME]
- Enter the PLU number
- Press the [PLU] key

Input



Note: The sum of Quantity x Price must not be greater than maximum capacity of the report memory!

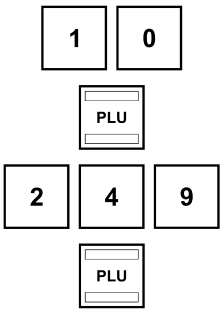
7.3.2 Registering a PLU with free pricing

Condition: The PLU to be registered is programmed for free pricing.

Example 3: PLU no. 10 with a price of 2.49 € must be registered.

- Enter the PLU number
- Press the PLU key
- Enter the price
- Press the PLU key

Input



Note: The sum of Quantity x Price must not be greater than maximum capacity of the report memory!

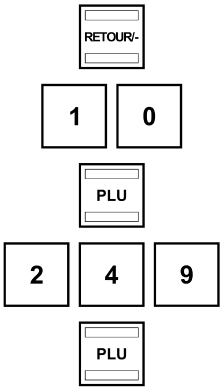
7.3.3 Registering negative PLUs

When a PLU is returned, initiate the negative registration by pressing the RETOUR/- key and register the returned PLU in the normal way.

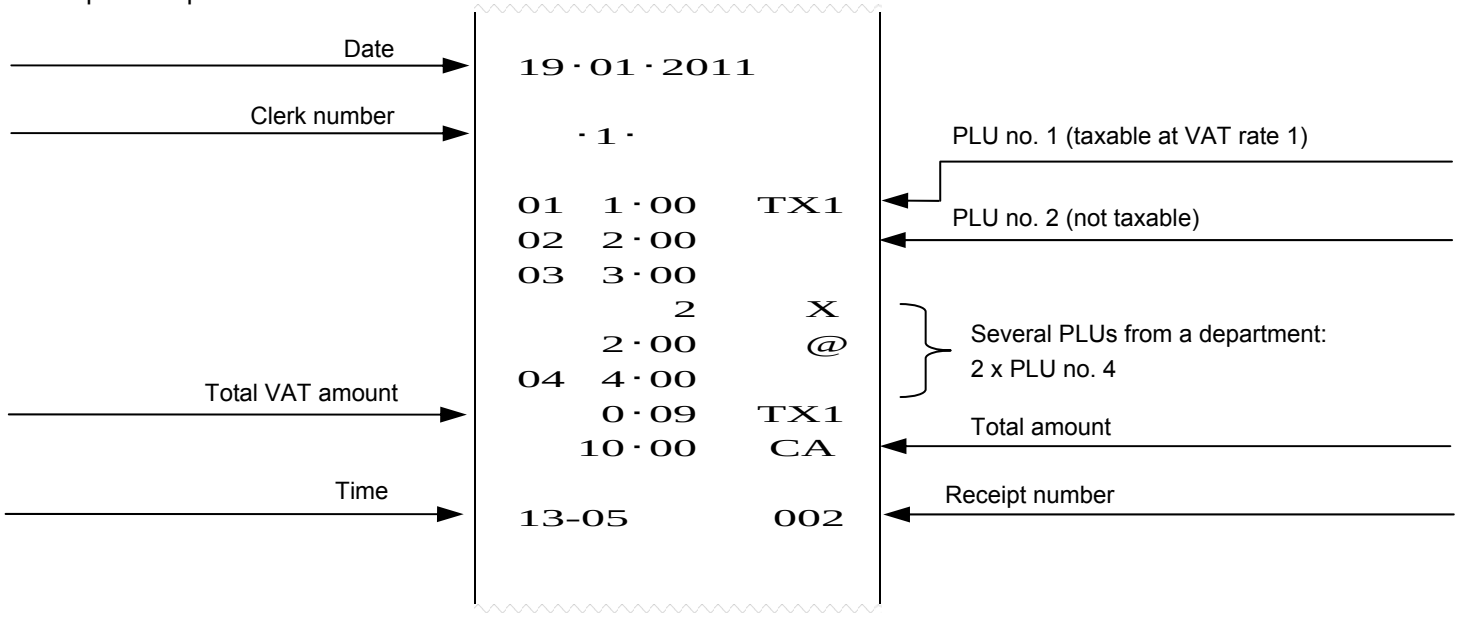
Example 4: PLU no. 10 with a price of 2.49 € is returned.

- Initiate registration of a negative department by pressing the RETOUR/- key.
- Register the PLU in the normal way.

Input



Example receipt:



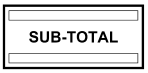
7.4 Concluding receipts / Methods of payment

Note: Different methods of payment (tender media) cannot be used within one transaction! A registration can only be concluded by one tender medium.

7.4.1 Payment by cash

- Press the SUB-TOTAL key to display and print the subtotal
- Enter the amount paid
- Conclude the receipt and print by pressing CASH

Input



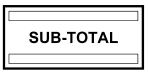
(option)

Amount paid

7.4.2 Payment by EC card / check

- Press the SUB-TOTAL key to display and print the subtotal
- Enter the amount paid
- Conclude the receipt and print by pressing CHECK

Input



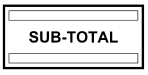
(option)

Amount paid

7.4.3 Payment by credit card / credit approval

- Press the SUB-TOTAL key to display and print the subtotal
- Enter the amount paid
- Conclude the receipt and print by pressing CARD

Input



(option)

Amount paid

7.5 Foreign currency payment

A customer pays a bill amounting to 15.- Euro with 20 US Dollars.

- When all the PLUs have been registered, press the SUB-TOTAL key to produce the subtotal.
- Enter the foreign currency identification (here: US-Dollar = foreign currency identification 1) and press the FC key.
- Enter the amount received in the foreign currency and conclude the receipt. The change payable is displayed in the foreign currency.
- Then press the FC key to convert the change payable to the local currency.

Example: The customer receives either 30 Euro Cents or 39 US Cents change.

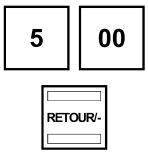
Input	Display	Confirm by pressing
SUB-TOTAL	15.00	
1	1	FC
	19.61	
2 0 0 / 0	20.00	CASH
	0.39	
FC	0.30	

7.6 Registering a discount as an amount

Example: A discount of 5,00 € is to be granted on a sale.

- Register the PLUs.
- Enter the amount granted as a discount.
- Press RETOUR/-.
- Continue with the registration.

Input



7.7 Registering a discount as a percentage

A percentage discount can be assigned to a single item registration or a subtotal.

7.7.1 Registering a percentage discount on a PLU

Example: A percentage discount of 5% is to be granted on a PLU.

- Register the PLU on which the percentage discount is to be assigned.
- Enter the percentage rate.
- Press % -.
- Continue with the registration.

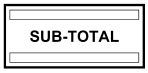
Input

7.7.2 Registering a percentage discount on a subtotal

Example: A percentage discount of 7% is to be granted on a total sale.

- Register all the PLUs.
- Press the SUB-TOTAL key to produce the subtotal.
- Enter the percentage rate.
- Press % -.
- Conclude the registration by pressing CASH.

Input



7.8 Error Correction and Void

Faulty registrations can be corrected immediately after entry or later in the transaction.

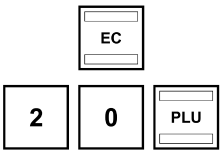
7.8.1 EC

The last item entered during a registration can be corrected directly.

Example: PLU no. 20 (fixed price item) has been registered and should be corrected immediately.

- Press [EC]
- Register the PLU to be cancelled again.

Input



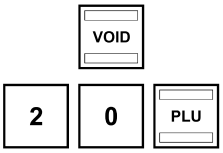
7.8.2 Normal void

PLUs can be deleted as long as the registration has not yet been concluded.

Example: PLU no. 20 (fixed price item) has been registered and should be corrected immediately. However, more items have been registered in the meantime.

- Press [VOID]
- Register the PLU to be cancelled again.

Input



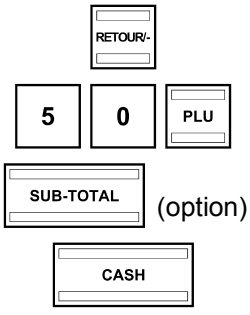
7.9 Refund / Void

Registrations completed some time ago can be reverted as follows:

Example: PLU no. 50 (fixed price item) was purchased by a customer and later returned (refund).

- Press [RETOUR/-]
- Register the returned item again.
- Conclude the process by pressing the [CASH] key.

Input



7.10 Received on account operations

Example: 10.00 € are paid in.

- Enter the amount paid into the cash register (max. 7 digits).
- Confirm by pressing RA

Input	Display	Confirm by pressing
1 0 00	10.00	RA

Example receipt:

```
19·01·2011

   ·1·
    10·00        RA

13-20            005
```

7.11 Paid out operations

Example: 5.00 € are paid out.

- Enter the amount removed from the cash register (max. 7 digits).
- Confirm by pressing PO

Input	Display	Confirm by pressing
5 00	5.00	PO

Example receipt:

```
19·01·2011

   ·1·
     5·00        PO

13-25            006
```

7.12 Printing function

A number containing up to 7 digits can be printed on the receipt, e.g. a customer number.

Example: The sequence of digits 1234567 should be printed on the receipt.

- Enter the number (max. 7 digits)
- Confirm by pressing #/NS
- Continue with the registration in the normal way.

Input: 1 2 3 4 5 6 7

Display: 12345.67

Confirm by pressing: #/NS

Note: The entry does not influence the report memory.

Example receipt:

```
19·01·2011

   ·1·
1234567  #
1    1·00    TX1
0·09 1        TX
1·00          CA
13-30         007
```

Printed number

7.13 Opening the cash drawer without a sale

Example: The cash drawer needs to be opened.

- Press #/NS

Input: #/NS

Note: The number of times the drawer is opened is recorded in the report memory and printed in the financial report.

Example receipt:

```
19·01·2011

   ·1·
               NS

13-35          008
```

7.14 Printing a receipt on/off

- Press Receipt ON/OFF

Input

Note: If the print receipt function is switched off, a dot lights up in the display at the 2nd position.

7.15 Printing a copy of the receipt

If the receipt printing function has been switched off via the Receipt ON/OFF key, a copy of the last receipt can be printed later.

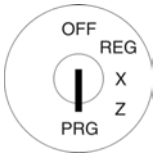
- Press Receipt ISSUE

Input

8 Training Mode

You can set the cash register to Training mode to practice using it without the registration processes and transactions being transferred to the report memory.

8.1 Activating Training mode



- Set the key to PRG
- Press 6 6 times
- Confirm by pressing CASH

Input	Display	Confirm by pressing
6 6 6 6 6 6	6666.66	CASH

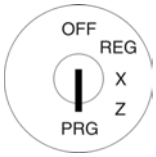
Note: If Training mode is activated, a dot lights up in the display at the 6th position.

8.2 Practising in Training mode

- Set the key to REG
- Practise operations using the cash register (refer to Chap. 10)

Note: No reports can be printed in Training mode.

8.3 Deactivating Training mode



- Set the key to PRG
- Press 5 6 times
- Confirm by pressing CASH

Input	Display	Confirm by pressing
5 5 5 5 5 5	5555.55	CASH

9 Cash Register Reports

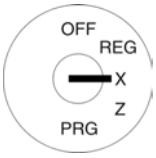
The cash register stores all the department or item-related sales transactions. Sums received on account, paid out, payments made in cash, by EC cards, on credit or in foreign currencies are stored and totalled. Similarly, opening the drawer for no sale requirements, refunds, discounts and corrections/voids are also stored. This data can be printed out in various ways in cash register reports.

9.1 Basic information

Cash register reports can be printed as X or Z-reports.

- X-reports are intermediate reports which can be printed out several times because the respective memory is not deleted after printing such reports. The key switch must be set to position X to print X-reports.
- Z-reports must be kept for the revenue authorities. When a Z-report is printed, the respective memory is deleted, which means that the grand total is reset to zero. Therefore, Z-reports can only be printed once. The key switch must be set to position Z to print Z-reports.

9.2 Overview of cash register reports



		Type of report	Print by pressing
X1	Z1	Day's financial report	CASH
X	Z	PLU report, day	PLU
X	Z	Clerk report	CLERK
X2	Z2	Monthly financial report	9 9 CASH
X	Z	Training report	8 8 CASH

9.3 Explanation of the Z1 day's financial report

19·01·2011	Date
002 1Z	Z1 counter (3-digit)
003--	Number of registrations in department 1
1 350·00 1TX	Sales of department 1 (VAT rate 1)
001--	Number of registrations in department 2
2 100·00 2TX	Sales of department 2 (VAT rate 2)
450.00 ST	Sales of all departments
41.37 1TX	Total VAT 1
258.63 -TX	Net total of all taxable items at VAT rate 1, without VAT 1
6.54 2TX	Total VAT 2
93.46 -TX	Net total of all taxable items at VAT rate 2, without VAT 2
47.91 #TX	Total VAT
-50.00 -%	Total percentage discount
400.00 ST	Total sales (receipts minus deductions)
352.09 #ST	Net total (receipts minus tax)
-50.00 --	Discounts and refunds
004	Number of cash payments
300.00 CA-	Total of cash payments
001	Number of card payments
100.00 CH	Total of card payments
001	Number of received on account transactions
20.00 RA	Total received on account
001	Number of paid out transactions
-20.00 PO	Total paid out
..51.13 1@	Sum of foreign currency, here: foreign currency 1
002 ##	Number of drawer openings (No Sale)
300.00 #CA	Cash in drawer
400.00	Grand total (sum of all sales / Grand total of all payments made by card and in cash)
13-40 009	Time and receipt number

10 Eliminating Problems

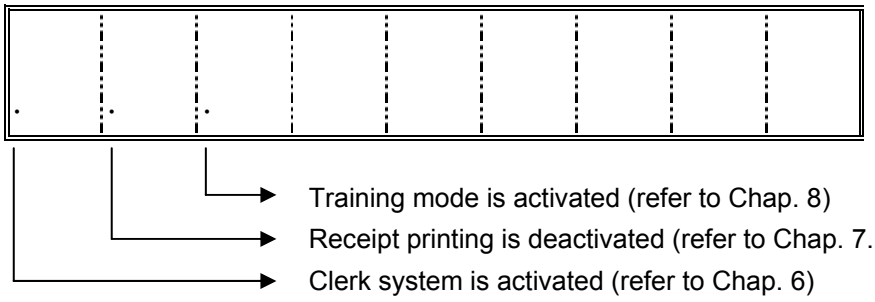
10.1 Error messages in the display

Error messages appear in the display in the case of incorrect operation.

Error message	Cause	Corrective measure
E	Wrong key pressed.	Press CLR / CLEAR to clear error message. Then press the correct key.
SEC_CodE	A password has been programmed for clerk log-on.	Enter the 1-digit clerk number and 3-digit clerk password. Conclude by pressing CLERK.

10.2 Display indicators

The activation or deactivation of certain functions is indicated in the display by the respective dot.



10.3 Printer malfunction

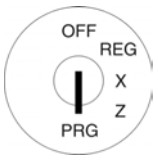
In the event of a printer malfunction, switch off the cash register immediately and disconnect the power plug from the power socket.

Possible cause	Corrective measure
The paper roll is not inserted correctly.	Insert the paper roll again.
There is a foreign body in the printer mechanism.	Remove any foreign bodies. **Attention:** Remove the foreign body very carefully. Do not use a knife, screwdriver or anything similar. Never use force. This could damage the printer mechanism.

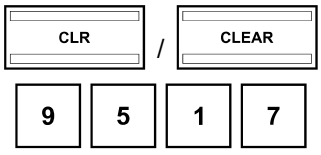
Switch the cash register on again and complete a registration. If the printer error continues to occur, contact the service centre.

10.4 Resetting the cash register to its default settings

Attention: This operation resets the cash register to its default status and deletes all the programmed settings, cash register reports and report memories!



- Set the key to PRG
- Press CLR / CLEAR
- Enter the following sequence of digits: 9 5 1 7
- Confirm by pressing RA



Display: 9517

Confirm by pressing: RA

Note: This process may take a few minutes.

11 Options

The following options are available for the cash register:

11.1 Bank note verifier (Euro)

Art. No. 947990003

The bank note verifier can be used to check whether all Euro bank notes are authentic.

	
Cash register without bank note verifier	Cash register with bank note verifier

- Simple plug-and-play installation. **Note:** The installation manual is enclosed with the bank note verifier.
- The bank note verifier is installed on the cash register above the display. This means than no space is necessary beside the cash register.

The bank note verifier is covered by a lid section which matches the cash register.

- No additional power supply is required.
- Special feature: After being verified, the bank note is laid in a tray at the rear. The clerk can issue the change and then put the bank note in the cash drawer. This ensures that the verification process is completed drawing very little attention and is not annoying for the customer.

11.2 Rechargeable battery

Art. No. 947990002

When the battery is fully charged, it can operate the cash register for a maximum of 5 hours without the need of a power cable.

Note: The runtime of the cash register by the battery depends on the quantity and length of the receipts printed. 5 hours can be achieved when approx. 50 receipts with just 15 text lines are printed.

Note: The bank note verifier cannot be used in battery mode.

Note: The printing speed is lower in battery mode than when operating from the mains power. The exact runtime capacity of the battery is also somewhat dependent on the ambient temperature.

When the battery capacity is too low, L (Low) appears in the cash register display. When the cash register is connected to the mains power, the battery in the cash register is automatically recharged.

11.2.1 Technical data

2100 mAh, 7.4 Volt

11.2.2 Installation of the rechargeable battery

- Disconnect the cash register from the mains power supply.
- Open the cash drawer and remove the cash tray.
- Raise the cash drawer a little and pull it out.
- The cash drawer is fixed to the cash register by a screw in the front section. Remove this screw.
- Raise the cash register a little and open the small flap under the keyboard. Insert the battery in this compartment and connect the cable.

This Operating/Programming Instruction manual is purely for informational purposes. Its content is not part of any contract for sale. All the data specified relates to nominal values. The equipment and options described may differ from country to country according to national requirements. We reserve the right to make amendments to the content and technical modifications without notification.

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