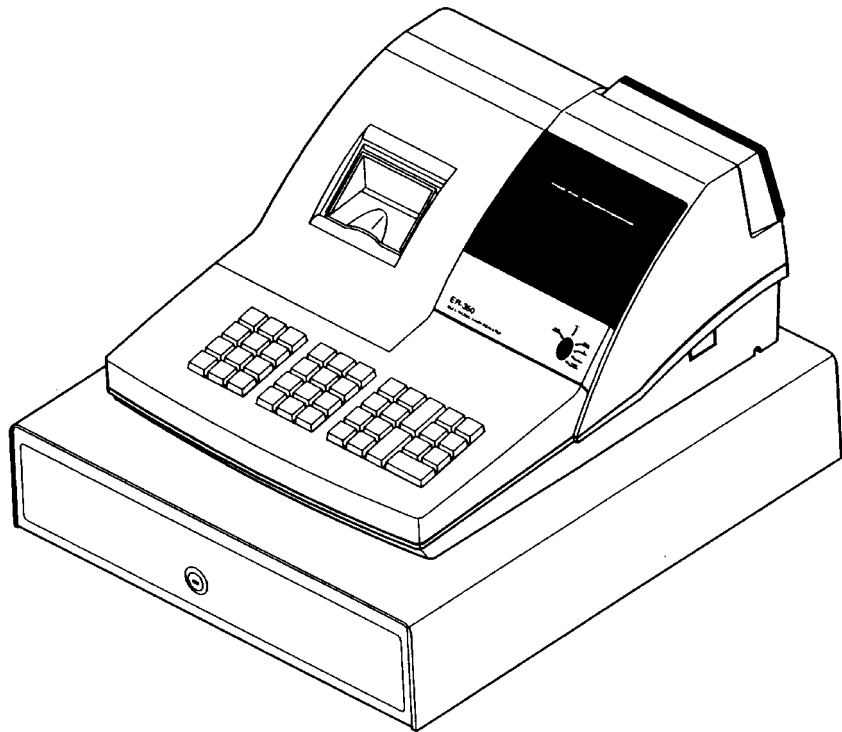

Samsung ER-290 Electronic Cash Register

Operator's and Programming Manual



M-ER290 Version 2.0

All specifications are subject to change without notice.

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CRS, Inc.

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Revision 2.0 - April 1, 2005

WARNING - U.S.

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ATTENTION

The product that you have purchased may contain a battery that may be recyclable. At the end of its useful life, under various state and local laws, it may be illegal to dispose of the battery into the municipal waste system.

Check with your local solid waste officials for details concerning recycling options or proper disposal.

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Introduction

Using This Manual

Congratulations! You have selected a very flexible electronic cash register designed for years of reliable service. The *ER-290* will fit many retail stores, shops and restaurants. It provides fast transaction processing, security, and detailed sales information.

- To Get Started turn to “Quick Setup” on page 7. This section covers unpacking, memory clearing, a few simple programming steps, and instructions for basic cash register transactions. All of the features of the *ER-290* operate immediately, without additional programming steps. In most cases, all the programming you need to do is covered in this section.
- For information about reports and balancing see “Reports” on page 69.

This manual also includes detailed information about many additional features that will help you solve the special calculation problems or security issues that you might face.

- For detailed programming instructions, see “Advanced Programming” on page 43.
 - For detailed operations sequences, see “
 - Total Charge Sale
1. Register the items you wish to sell.
 2. To display and print the subtotal of the sale including tax, press **SUBTOTAL**:

**SUB
TOTAL**

3. Press **CHARGE1**:

CHARGE1

4. The display will indicate “=” for total, the drawer will open and the receipt will print as in the example on the right.

Note: Charge tendering is not allowed.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1 2 . 9 9 T 1	
1 2 . 9 9 T 1	
* 4 X	
@ 1 . 9 9	
2 7 . 9 6	
* 1 4 . 3 0 S T	
* 5 . 9 8 T 1	
* 0 . 3 6 T 1	
* 1 4 . 3 0 C 1	
0 0 0 0 0 6	
1 5 . 2 7	0 0

- Advanced Operating Instructions” on page 18.

Using Flowcharts

Flowcharts are used to supplement step by step instructions throughout this manual. For example, the following flowchart describes how to register \$1.00 into department **1**:



This flowchart means:

1. Press numeric key **1**.
2. Press numeric key **0**.
3. Press numeric key **0**.
4. Press department **1**.

Follow the flowchart from left to right, pressing the keys in the order they are shown. Numeric keypad entries are shown as square keys. Department and function keys are shown as rectangular keys.

Basic Features and Functions

Keyboard

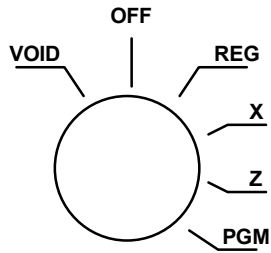
PAPER FEED	PLU	@/ FOR	7	8	9	4	8	12	PAID OUT	RECD ACCT
-	% 1	% 2	4	5	6	3	7	11	CHARGE 1	CHARGE 2
CANCEL	RTRN MDSE	VOID	1	2	3	2	6	10	SUB TOTAL	CHECK TEND
#/NO SALE	TAX SHIFT	CLEAR	0	00	.	1	5	9	CASH/TEND	

Key Descriptions

Key	Description
PAPER FEED	Press to advance the printer paper.
Numeric Keypad: 0-9 and 00	Use the numeric keypad to enter amounts, other numeric values.
CLEAR	Press to clear numeric errors made on keyboard prior to pressing the registration key. Also press to stop the error alarm when incorrect entries are made.
Department Keys	There are 12 department keys on the keyboard to register different types of merchandise. Departments may be used to accept open priced entries, or may be programmed to register preset prices.
#/NO SALE	Press to open the cash drawer when you have not already started a transaction. Also, may be used to print any number (up to 8 digits) on the printer paper.
@/FOR	Enter a quantity, then press the @/FOR key to enter multiple items. Also use to enter "split pricing" items, such as 1 item at 3 for \$.89.
VOID	Press to void (or erase) the last item entered. You can also void an item previously entered within a transaction by pressing SUBTOTAL , then VOID then re-entering the item you wish to correct.

RTRN MDSE	If you wish to return or refund an item, press Return Merchandise, then re-enter any item you wish.
- (MINUS)	Register a negative amount by entering a price, then pressing the - (MINUS) key. For example, you can enter bottle returns or coupons using the - (MINUS) key.
CANCEL	Press to void (or erase) all items entered thus far in any transaction.
%1, %2	Use the Percent keys to add a percentage surcharge or subtract a percentage from an item or the subtotal of the sale. You can enter the amount of the percentage before pressing the %1 or %2 keys, or you can program a preset percentage if you are consistently using the same percentage. See “%1 and %2 Key Programming” on page 56 to set a preset percentage.
PLU	Use to register a Price Look Up (PLU).
RECD ACCT	Use to accept cash into the cash drawer when you are not actually selling merchandise. For example, use the Received on Account key to accept payments for previously sold merchandise, or record loans to the cash drawer.
PAID OUT	Use to track cash paid out for merchandise or to record loans from the cash drawer.
TAX SHIFT	Press to reverse the programmed tax status of a department key. For example, by using the TAX SHIFT key prior to registering a taxable item, the item will be sold without sales tax added.
. (Decimal)	Use the Decimal key to enter fractions of percentages. For example to enter a one third off discount, enter 3 3 . 3 3 before pressing the -% key.
SUB TOTAL	Press to see the subtotal of a sale.
CHARGE1,2	Press to total a transaction paid by charge or credit card.
CHECK TEND	Press to total a transaction paid by check. Also if the check amount is over the amount purchased, enter the amount of the check, then press the CHECK TEND key. The drawer will open and the cash change will be computed.
CASH/TEND	Press to total a transaction paid by cash. Also if the cash amount tendered is over the amount purchased, enter the amount of the tender, then press the CASH/TEND key. The drawer will open and the cash change will be computed.

Control Lock



- VOID** Use to void (correct) items outside of a sale.
- OFF** The register is inoperable.
- REG** Use for normal registrations.
- X** Use to read register reports.
- Z** Use to read register reports and reset totals to zero.
- PGM** Use to program the register.

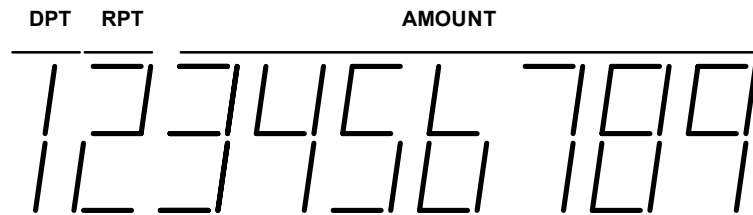
The ER-290 includes two sets of keys that may be used to access the following key lock positions.

<u>Key</u>	<u>Positions Accessible</u>
VOID	VOID, OFF, REG, X
X	OFF, REG X
Z	OFF, REG, X, Z
PGM	ALL POSITIONS

Note: Keys may be removed from the key lock in the OFF or REG positions.

Display

Front Display



- DPT** Indicates the department number of the registration (1 digits).
RPT Indicates the number of times an item has been repeated.
AMOUNT Displays the amount the amount of the item, subtotal or total.

Display Messages

- C** Change Due
- Negative entry
E Error
= Total
E1 Input Error
E3 Printer Error (paper jam)

Rear Display

The rear display may be lifted and turned for easy customer viewing.

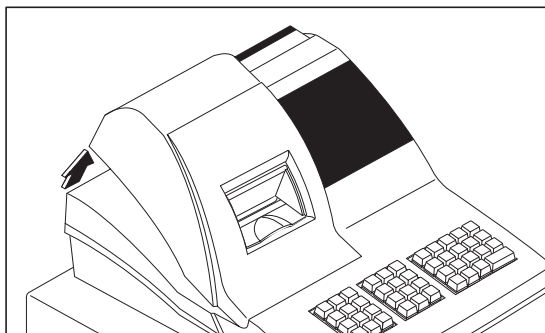
Quick Setup

Unpacking

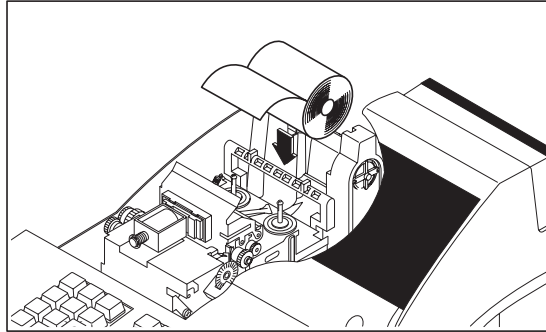
1. Unpack and Unwrap the cash register.
2. Locate in the packing the following items:
 - 1 roll of paper
 - 1 ribbon
 - 1 take up spool
 - 1 set of control keys
3. Remove the cardboard protectors from the cash drawer.
4. Plug the register into a grounded outlet (three prong), insert a control key and turn the key to the **REG** control lock position.

Installing the Paper

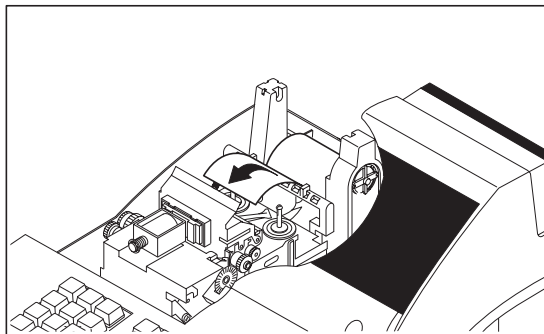
1. Remove the printer cover.



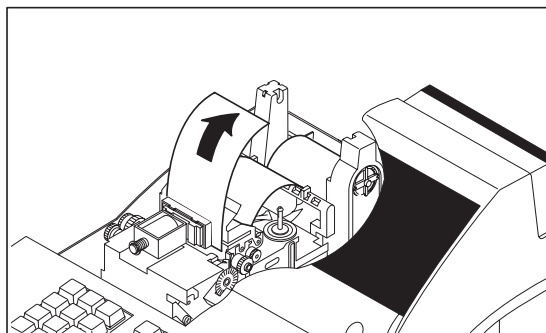
2. For proper feeding through the print head, cut or tear a straight even edge on the end of the paper roll. Place the paper roll in the paper holder so that the paper will feed from the bottom of the roll.



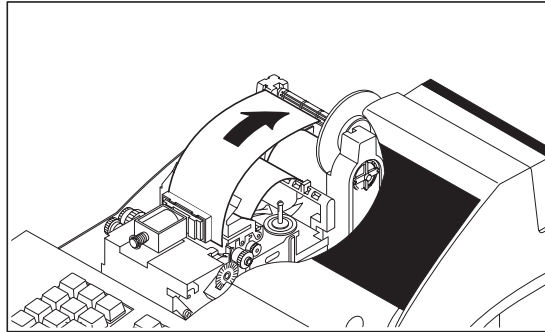
3. Insert the end of the paper into the paper slot.



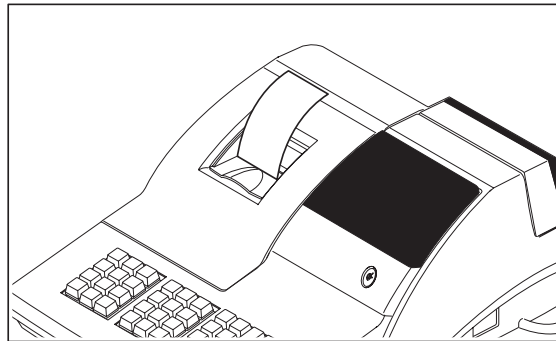
4. Press the **PAPER FEED** key until the paper comes out about 8 inches.



5. If you wish to use the printer to print a sales journal, insert the paper into the paper take-up spool. Also see “Setting Receipt/Journal Status” on page 67. Wind the paper two or three turns around the spool shaft and install the spool in the mount.

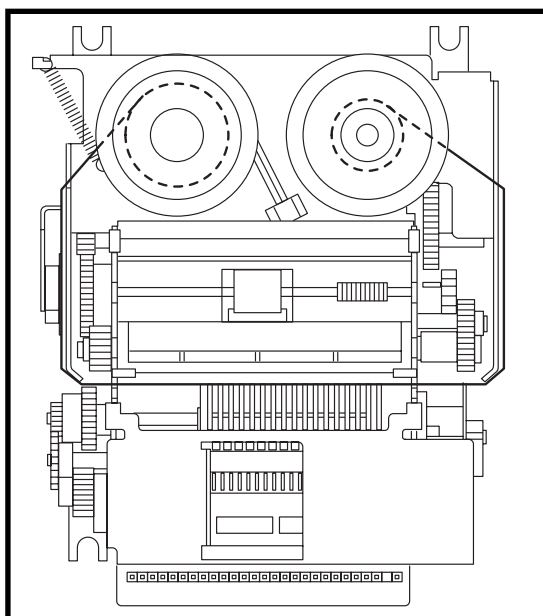


6. If you wish to use the printer to print customer receipts, pass the paper through the window of the printer cover and replace the printer cover.



Installing the Ribbon

1. Remove the printer cover.
2. Insert the new ribbon firmly into place.
3. Replace the printer cover

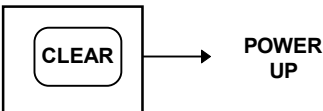


Clearing Memory

This step insures that the cash register is cleared of any totals or programming. After this procedure, the cash register is ready for programming and operation.

WARNING: This is a one time procedure. Do not repeat this procedure after the cash register is programmed, it causes all programs and totals to be erased.

- 1. Unplug the register.
- 2. Turn the control lock to **PGM** position.
- 3. Press and hold the **CLEAR** key while connecting the AC plug into a power outlet.



- 4. When memory is cleared, the register prints:

. C S

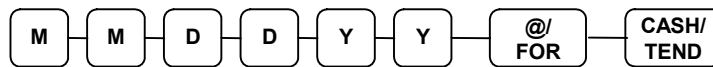
Basic Programming

This section covers the basic programming necessary to get your cash register running quickly. See “Advanced Programming” on page 43 for if you wish to program options that are not included in this section.

Setting the Date

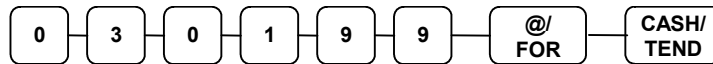
The date sequence is Month-Day-Year.

1. Turn the control lock to the **PGM** position.
2. Enter the date in the format you have selected and press the **@/FOR** key:

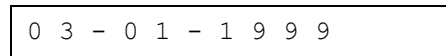


Date Setting Example

If the date is March 1, 1999, enter:



The date you have entered will display and print on the printer:



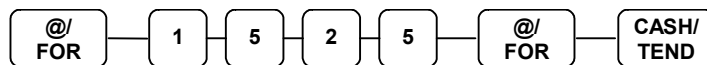
Setting the Time

1. Turn the control lock to the **PGM** position.
2. Enter the hour and minute in military time (24 hour time) and press the **@/FOR** key:

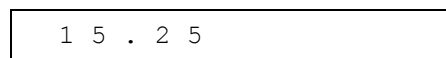


Time Setting Example

If the time is 3:25 PM, enter:



The time you have entered will display and print on the printer:



Programming Tax

Most sales taxes can be programmed by entering a tax percentage rate. However, in some cases you may find that tax that is entered as a percentage does not follow exactly the tax chart that applies in your area. If this is the case, you must enter your tax using tax table programming. This method will match tax collection exactly to the break points of your tax table. See "Tax Table Programming" on page 54.

Important Note: After you have entered your tax program, test for accuracy by entering several transactions of different dollar amounts. Carefully check to make sure the tax charged by the cash register matches the tax amounts on the printed tax chart for your area. As a merchant, you are responsible for accurate tax collection. If the cash register is not calculating tax accurately, or if you cannot program your tax properly from the information in this manual, contact the CRS, Inc. Service Center at 1-888-333-6776 for assistance.

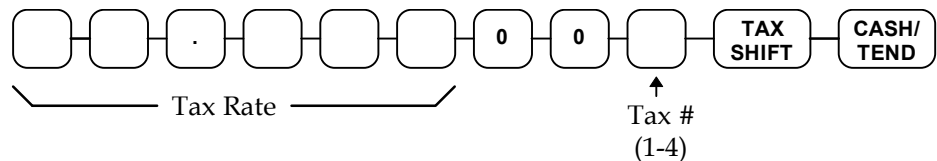
Programming a Tax Rate Percentage

1. Turn the control lock to the **PGM** position.
2. Enter the rate, with a decimal. 0.000-99.999. It is not necessary to enter proceeding zeros. For example, for 6%, enter 06.000 or 6.000.)
3. Enter **00**.
4. Enter:

1	to set tax rate 1
2	to set tax rate 2
3	to set tax rate 3
4	to set tax rate 4

5. Press the **TAX SHIFT** key.
6. Press the **CASH/TEND** key to end programming.

Tax Rate Programming Flowchart



Please Note: After programming the Tax you must program your Department or Departments to calculate Tax. See page 15 for the programming steps to program a Department Taxable.

7. See Tax rate programming examples on page 14.

Tax Rate Programming Example

If tax 1 is 6 percent, enter:



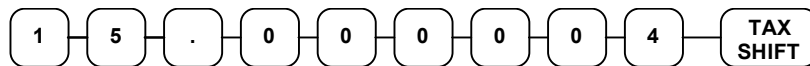
If tax 2 is 7.5 percent, enter:



If tax 3 is 10 percent, enter:



If tax 4 is 15 percent, enter:



Press the **CASH/TEND** key to end programming.



The rates you have entered will display and print on the printer:

```

                                0 0
* . . . . . 6 . 0 0 0 T 1
                                0 0
* . . . . . 7 . 5 0 0 T 2
                                0 0
* . . . . . 1 0 . 0 0 0 T 3
                                0 0
* . . . . . 1 5 . 0 0 0 T 4
0 0 0 0 0 1
1 5 . 2 6          0 0
    
```

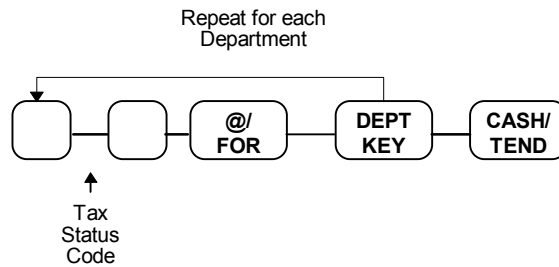
Programming a Taxable Department

1. Turn the control lock to the **PGM** position.
2. Complete the tax status table below by adding the status digits for each tax. Then enter the resulting tax status code.

Taxable by Rate 1?	Yes = 1 No = 0		+
Taxable by Rate 2?	Yes = 2 No = 0		+
Taxable by Rate 3?	Yes = 4 No = 0		+
Taxable by Rate 4?	Yes = 8 No = 0		+
			=

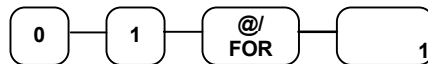
3. Press the **@/FOR** key.
4. Repeat steps 2, 3 and 4 for each department you wish to program.
5. Press the **CASH/TEND** key to end programming.

Taxable Department Programming Flowchart



Taxable Department Programming Example

Set department 1 taxable by tax rate 1:



Press the **CASH/TEND** key to end programming.



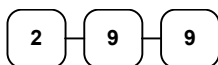
The tax status you have entered will display and print on the printer:

1	1	T	1
0	0	0	0	0	2								
1	5	.	2	6						0	0		

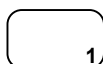
Basic Operations

Registering Items

1. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$2.99, enter:

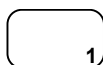


2. Press a department key. For example, press department **1**:



Repeating an Item

3. To register a second item exactly as the first, press the department key a second time. For example, press department **1**:

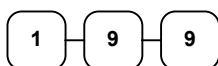


Registering Multiple Items

4. Enter the quantity of items being purchase, press the **@/FOR** key. For example, enter **4** on the numeric key pad and press the **@/FOR** key:



5. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$1.99, enter:



6. Press a department key. For example, press department **2**:



Totaling a Cash Sale

1. Register the items you wish to sell.
2. To display and print the subtotal of the sale including tax, press **SUBTOTAL**:

**SUB
TOTAL**

3. To total a cash sale, press **CASH/TEND**:

**CASH/
TEND**

4. The display will indicate “=” for total, the drawer will open and the receipt will print as in the example on the right.

**YOUR RECEIPT
THANK YOU**

0 3 - 0 1 - 1 9 9 9

1 2 . 9 9 T 1
 1 2 . 9 9 T 1
 * 4 X
 @ 1 . 9 9
 2 7 . 9 6
 * 5 . 9 8 T 1
 * 0 . 3 6 T 1
 * 1 4 . 3 0 C A
 0 0 0 0 0 3
 1 5 . 2 6 0 0

Tendering a Cash Sale

1. Register the items you wish to sell.
2. To display and print the subtotal of the sale including tax, press **SUBTOTAL**:

**SUB
TOTAL**

3. Enter the amount tendered by the customer. For example, for \$20.00 enter:

2 0 0 0

4. Press **CASH/TEND**:

**CASH/
TEND**

5. The display will indicate “C” for change, the drawer will open and the receipt will print as in the example on the right.

**YOUR RECEIPT
THANK YOU**

0 3 - 0 1 - 1 9 9 9

1 2 . 9 9 T 1
 1 2 . 9 9 T 1
 * 4 X
 @ 1 . 9 9
 2 7 . 9 6
 * 1 4 . 3 0 S T
 * 5 . 9 8 T 1
 * 0 . 3 6 T 1
 * 1 4 . 3 0 T L
 * 2 0 . 0 0 C A
 * 5 . 7 0 C
 0 0 0 0 0 4
 1 5 . 2 7 0 0

Tendering a Check Sale

1. Register the items you wish to sell.
2. To display and print the subtotal of the sale including tax, press **SUBTOTAL**:

**SUB
TOTAL**

3. Enter the amount of the check tendered by the customer. For example, for \$20.00 enter:

2 0 0 0

4. Press **CHECK TEND**:

**CHECK
TEND**

5. The display will indicate "C" for change, the drawer will open and the receipt will print as in the example on the right.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1	2 . 9 9 T 1
1	2 . 9 9 T 1
* 4 X
@	1 . 9 9
2	7 . 9 6
*	1 4 . 3 0 S T
*	5 . 9 8 T 1
*	0 . 3 6 T 1
*	1 4 . 3 0 T L
*	2 0 . 0 0 C H
*	5 . 7 0 C
0 0 0 0 0 5	
1 5 . 2 7	0 0

Total Charge Sale

5. Register the items you wish to sell.
6. To display and print the subtotal of the sale including tax, press **SUBTOTAL**:

**SUB
TOTAL**

7. Press **CHARGE1**:

CHARGE1

8. The display will indicate "=" for total, the drawer will open and the receipt will print as in the example on the right.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1	2 . 9 9 T 1
1	2 . 9 9 T 1
* 4 X
@	1 . 9 9
2	7 . 9 6
*	1 4 . 3 0 S T
*	5 . 9 8 T 1
*	0 . 3 6 T 1
*	1 4 . 3 0 C 1
0 0 0 0 0 6	
1 5 . 2 7	0 0

Note: Charge tendering is not allowed.

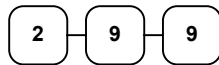
Advanced Operating Instructions

Department Registrations

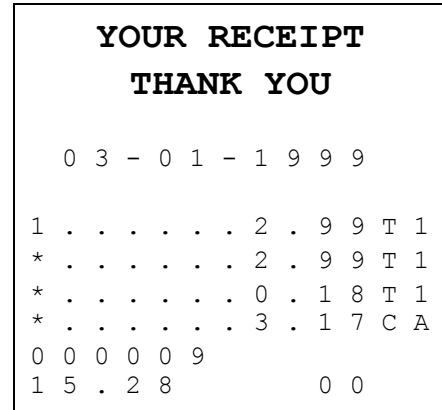
As you make department registrations, you can follow your entries by viewing the display. The digits marked “DPT” indicate the department used. The digit marked “RPT” counts items as they are repeated.

Open Department

1. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$2.99, enter:



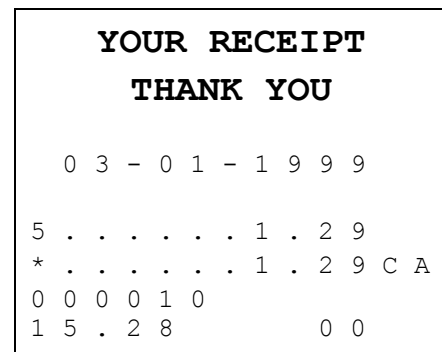
2. Press a department key. For example, press department 1:



Preset Price Department

A preset department registers the price that was previously programmed. See “Department Programming” on page 43 to program preset prices.

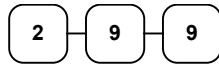
1. Press a preset department key. For example, press department 5:



Department Repeat Entry

Open or preset price departments may be repeated as many times as necessary by pressing the same department again. (Likewise open or preset PLUs may be repeated by pressing the PLU key again.)

1. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$2.99, enter:



2. Press a department key. For example, press department 1:



3. To register a second item exactly as the first, press the department key a second time. For example, press department 1:



YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1 2 . 9 9 T 1	
1 2 . 9 9 T 1	
* 5 . 9 8 T 1	
* 0 . 3 6 T 1	
* 6 . 3 4 C A	
0 0 0 0 0 9	
1 5 . 2 8	0 0

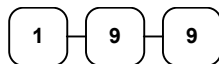
Multiplication

When several of the same items are to be entered into the same Department, you can use multiplication. You may enter a quantity up to 4 figures (1 to 9999) using the @/FOR key. You may multiply open or preset departments.

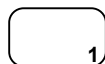
1. Enter the quantity of items being purchased, press the @/FOR key. For example, enter 4 on the numeric key pad and press the @/FOR key:



2. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$1.99, enter:



Press a department key. For example, press department 1:

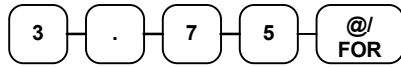


YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 4 X	
@ 1 . 9 9	
1 7 . 9 6 T 1	
* 7 . 9 6 T 1	
* 0 . 4 8 T 1	
* 8 . 4 4 C A	
0 0 0 0 1 0	
1 5 . 2 8	0 0

Department Multiplication With Decimal Point

If you are selling items by weight, or if you are selling yard goods, you can multiply a fraction of a unit.

1. Enter the with the decimal point, press the **@/FOR** key. For example, for 3 $\frac{3}{4}$ pounds of produce, enter:



2. Enter an amount on the ten key pad. Do not use the decimal key. For example, if the price is \$.99 per pound, enter:



Press a department key. For example, press department 1:



YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 3 . 7 5 0 X	
@ 0 . 9 9	
1 3 . 7 1 T 1	
* 3 . 7 1 T 1	
* 0 . 2 2 T 1	
* 3 . 9 3 C A	
0 0 0 0 1 1	
1 5 . 2 9	0 0

Split Pricing

When items are priced in groups, i.e. 3 for \$1.00, you can enter the quantity purchased and let the register calculate the correct price.

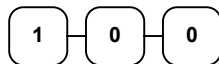
1. Enter the quantity purchased, press the **@/FOR** key. For example, enter:



2. Enter the quantity of the group price, press the **@/FOR** key. For example, if the items are priced 3 for \$1.00, enter:



3. Enter an amount on the ten key pad. For example, if the items are priced 3 for \$1.00, enter:



Press a department key. For example, press department 1:

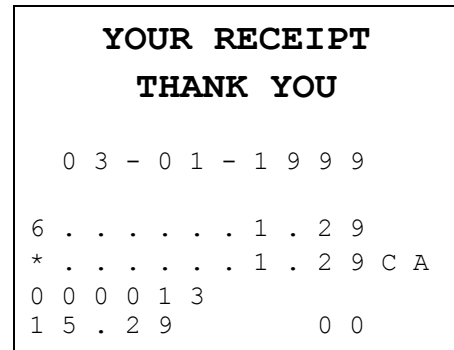
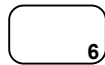


YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 2 X	
* 3 X	
@ 1 . 0 0	
1 0 . 6 7 T 1	
* 0 . 6 7 T 1	
* 0 . 0 4 T 1	
* 0 . 7 1 C A	
0 0 0 0 1 2	
1 5 . 2 9	0 0

Single Item Department

Single item departments automatically total as a cash sale immediately after registration. Use single item departments for speedy one item sales. For example if you are selling admission tickets, and all ticket sales are one item sales, you can assign open or preset single item departments for ticket sales. After each registration, the drawer will immediately open, and a separate receipt is printed. See "Department Programming" on page 43 to program a single item department.

1. Press a single item preset department key. (or enter a price and press a single item open department key.) For example, press department **6**:



PLU (Price Look Up) Registrations

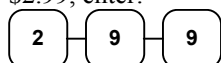
PLUs must be programmed before they may be operated. See "PLU (Price Look Up) Programming" on page 61 to program open or preset PLUs.

Open PLU

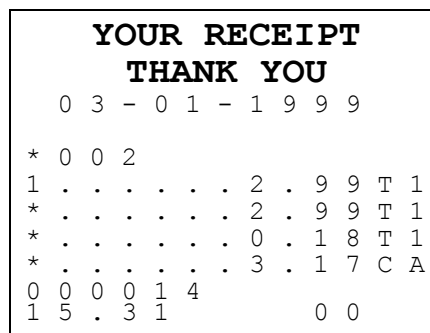
1. Enter the PLU number, press the **PLU** key. For example, enter:



2. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$2.99, enter:

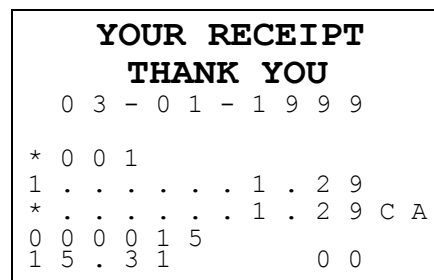


3. Press the **PLU** key again.



Preset Price PLU

1. Enter the PLU number, press the **PLU** key. For example, enter:

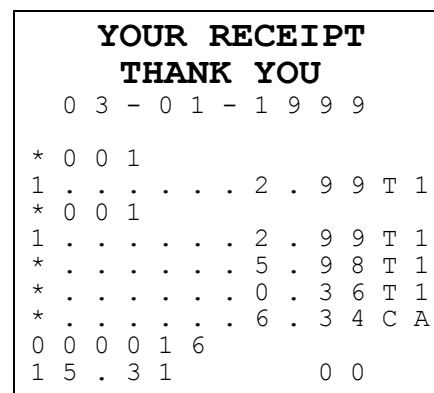


PLU Repeat Entry

1. Enter the PLU number, press the **PLU** key. For example, enter:



2. To register a second item exactly as the first, press the PLU key a second time:



PLU Multiplication

When several of the same items are to be entered into the same PLU, you can use multiplication. You may enter a quantity up to 4 figures (1 to 9999) using the **@/FOR** key. You may multiply open or preset PLUs.

1. Enter the quantity of items being purchased, press the **@/FOR** key. For example, enter **4** on the numeric key pad and press the **@/FOR** key:



2. Enter the PLU number, press the **PLU** key. For example, enter:

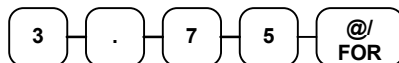


YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 4 X	
@ 1 . 9 9	
* 0 0 1	
1 7 . 9 6 T 1	
* 7 . 9 6 T 1	
* 0 . 4 8 T 1	
* 8 . 4 4 C A	
0 0 0 0 1 7	
1 5 . 3 1	0 0

PLU Multiplication With Decimal Point

If you are selling items by weight, or if you are selling yard goods, you can multiply a fraction of a unit.

1. Enter the with the decimal point, press the **@/FOR** key. For example, for $3 \frac{3}{4}$ pounds of produce, enter:



2. Enter the PLU number, press the **PLU** key. For example, enter:



YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 3 . 7 5 0 X	
@ 2 . 9 9	
* 0 0 3	
1 1 1 . 2 1 T 1	
* 1 1 . 2 1 T 1	
* 0 . 6 7 T 1	
* 1 1 . 8 8 C A	
0 0 0 0 1 8	
1 5 . 3 2	0 0

Split Pricing PLU

When items are priced in groups, i.e. 3 for \$1.00, you can enter the quantity purchased and let the register calculate the correct price.

1. Enter the quantity purchased, press the **@/FOR** key. For example, enter:



2. Enter the quantity of the group price, press the **@/FOR** key. For example, if the items are priced 3 for \$1.00, enter:



3. Enter the PLU number, press the **PLU** key. For example, enter:



YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 2 X	
* 3 X	
@ 1 . 0 0	
* 0 0 4	
1 0 . 6 7 T 1	
* 0 . 6 7 T 1	
* 0 . 0 4 T 1	
* 0 . 7 1 C A	
0 0 0 0 1 9	
1 5 . 3 2	0 0

Shifting or Exempting Tax

Shifting Tax

Taxable Departments and PLUs can be programmed to automatically add the appropriate tax or taxes. Occasionally, you may need to sell a normally taxable item without tax, or a normally non-taxable item with tax. You can perform this tax shifting with the TAX SHIFT key.

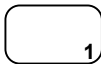
1. Enter the number for the tax you wish to shift. Press **1** to shift tax 1, press **2** to shift tax 2 or press **3** to shift tax 3, press **4** to shift tax 4. Press the **TAX SHIFT** key. For example, shift tax 1:



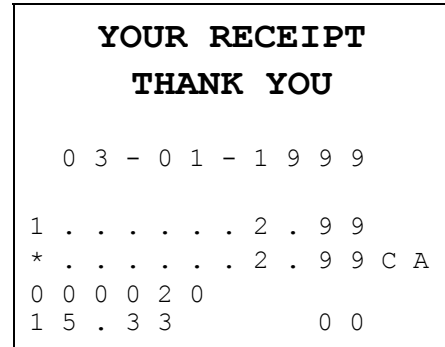
2. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$2.99, enter:



3. Press a department key. For example, press department **1**:



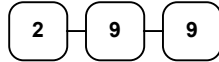
4. If department **1** is normally taxable by tax 1. The registration will be non-taxable by tax 1.



Exempting Tax

Occasionally, you may need to exempt tax from an entire sale. For example, you might remove all state and local taxes when you sell to a church or charitable institution.

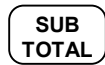
1. Enter an amount on the ten key pad. Do not use the decimal key. For example, for \$2.99, enter:



2. Press a taxable department key. For example, press department **1**:



3. Press Subtotal:



4. Enter the number for the tax you wish to exempt. Press **1** to shift tax 1, press **2** to shift tax 2 or press **3** to shift tax 3. press **4** to shift tax 4, Press the **TAX SHIFT** key. For example, exempt tax 1:



5. Total the sale with **CASH/TEND**, **CHECK TEND**, or **CHARGE**. The sale will not include tax 1.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1 2 . 9 9 T 1	
* 3 . 1 7 S T	
* 2 . 9 9 C A	
0 0 0 0 2 1	
1 5 . 3 3	0 0

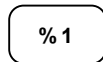
Percent Key (%1 and %2) Operations

Use the Percent keys to add a percentage surcharge or subtract a percentage from an item or the subtotal of a sale. You can enter the amount of the percentage before pressing the %1 or %2 keys, or you can program a preset percentage if you are consistently using the same percentage. Programming determines whether it is possible to enter a percentage when the key is also programmed with a preset percentage. See “%1 and %2 Key Programming” on page 56 to set a preset percentage.

Preset Percent on a Department or PLU Item

In this example the %1 key is preset with a rate of %10.00.

1. Register the discounted item.
2. Press the %1 key:



3. The discount is automatically subtracted.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
2 1 0 . 0 0	
* 1 0 . 0 0 0	%
* - 1 . 0 0	
* 9 . 0 0 C A	
0 0 0 0 2 2	
1 5 . 3 3	0 0

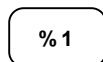
Enter a Percent on a Department or PLU

You can also operate the %1 or %2 keys by entering the percentage of the discount or surcharge. If necessary, you can enter the percentage with a decimal key (up to 3 digits, i.e. 99.999%).

1. Register the discounted item.
2. Enter the percentage. If you are entering a fraction of a percent, you must use the decimal key. For example, for $\frac{1}{3}$ off enter:



3. Press the %1 key:



4. The discount is automatically subtracted.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
2 1 0 . 0 0	
* 3 3 . 3 3 3	%
* - 3 . 3 3	
* 6 . 6 7 C A	
0 0 0 0 2 3	
1 5 . 3 3	0 0

Percent On Sale Total

In this example a surcharge of 15% is applied.

1. Register the items you wish to sell.
2. Press **SUBTOTAL**:

**SUB
TOTAL**

3. Enter the percentage. For example, for 15% enter:

1 **5**

4. Press the **%2** key:

%2

5. The surcharge is automatically added.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
2 1 0 . 0 0	
* 1 0 . 0 0 S T	
* 1 5 . 0 0 0 %	
* 1 . 5 0	
* 1 1 . 5 0 C A	
0 0 0 0 2 4	
1 5 . 3 4	0 0

Return Merchandise Registrations

If you wish to return or refund an item, press Return Merchandise, then re-enter any item you wish. You can return merchandise as part of a sale, or you can return merchandise as a separate transaction and return cash to the customer.

1. To return an item, press **RTRN MDSE**:

**RTRN
MDSE**

2. Enter the price of the item you wish to return, then press the department key where it was registered originally.

2 **9** **9** **2**

3. Total the sale with **CASH/TEND**, **CHECK TEND**, or **CHARGE1,2**.

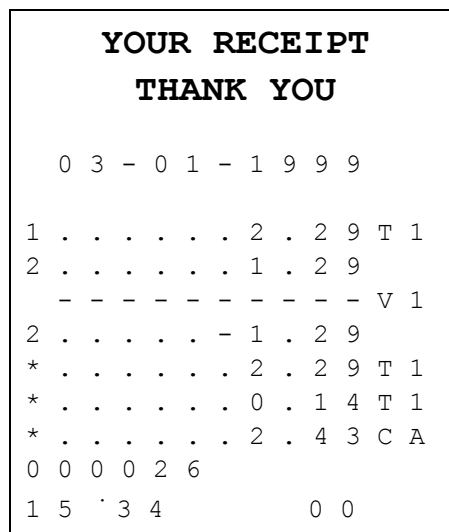
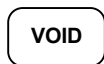
YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
- - - - - - - - - - R T	
2 - 2 . 9 9 T 1	
* - 2 . 9 9 T 1	
* - 0 . 1 8 T 1	
* - 3 . 1 7 C A	
0 0 0 0 2 5	
1 5 . 3 4	0 0

Voids and Corrections

Void Last Item

This function corrects the last item entered.

1. Register the item you wish to sell.
2. Press the **VOID** key.



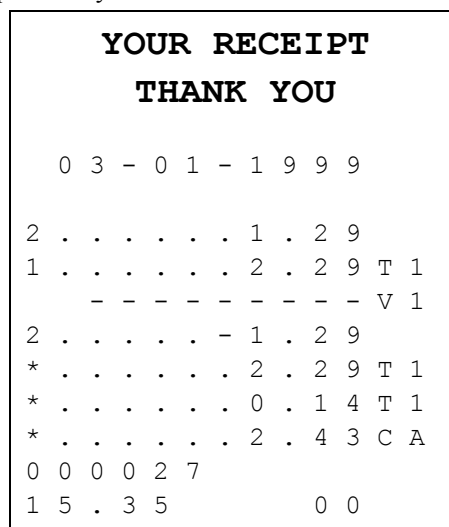
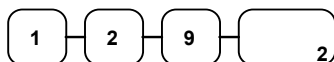
Void Previous Item

This function allows you to correct an item registered previously in a transaction.

1. Register an item. Then register a second item.
2. To correct the first item, press **CLEAR**, then press **VOID**:



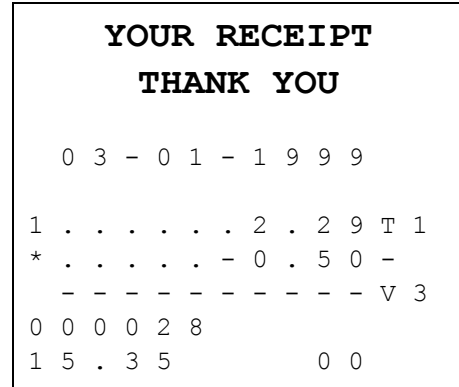
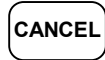
3. Enter the price of the first item, then press the department key where it was registered originally.



Cancel

The **CANCEL** key allows you to stop any transaction. Anything registered within the transaction before the **CANCEL** key is pressed is automatically corrected. The **CANCEL** key may be inactivated through programming, see “**CANCEL** Key Programming” on page 60.

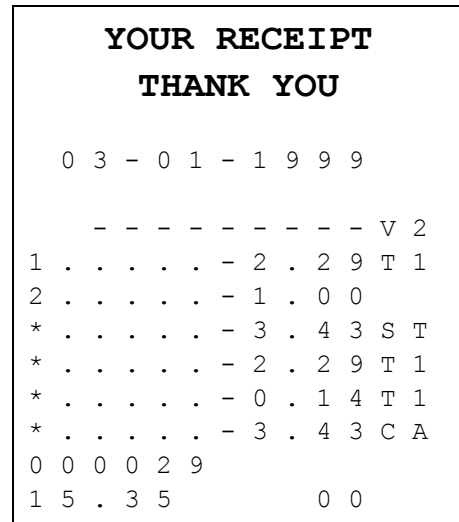
1. Register the items you wish to sell.
2. Press the **CANCEL** key.



Void Position Operations

You can use the Void control lock position to correct any complete transaction. To correct a transaction:

1. Turn the control lock to the **VOID** position.
2. Enter the transaction you wish to correct exactly as it was entered originally in the **REG** control lock position. You can enter discounts, voids, tax exemptions or any other function.
3. All totals and counters are corrected as if the original transaction did not take place.



- (Minus) Key Registrations

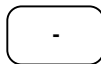
You can register a negative amount by entering a price, then pressing the - (Minus) key. For example, you can enter bottle returns or coupons using the - (Minus) key.

Note: You can program the minus key so that tax is charged on the gross amount, or on the net amount after the subtraction. See “- (Minus) Key Programming” on page 58.

1. Register the items you wish to sell.
2. Enter the amount you wish to subtract from the sale, for example for a \$.50 coupon, enter:



3. Press the - (Minus) key.



YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1 2 . 2 9 T 1	
* - 0 . 5 0 -	
* 2 . 2 9 T 1	
* 0 . 1 4 T 1	
* 1 . 9 3 C A	
0 0 0 0 3 0	
1 5 . 3 5	0 0

No Sale Operations

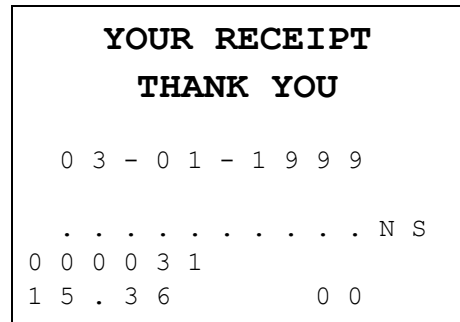
Open Drawer

The **#/NO SALE** key will open the cash drawer when you have not already started a transaction.

1. Press **#/NO SALE**:



2. The drawer will open and the receipt will print as in the example on the right.



Non Add Number

You can also use the **#/NO SALE** key to print any number (up to 8 digits) on the printer paper. You can enter the number any time during a transaction. For example, if you wish to record a charge account number, enter the number and press the **#/NO SALE** key before totaling the sale with the **CHARGE** key.

1. Register the items you wish to sell.
2. Enter the number you wish to record, for example enter:



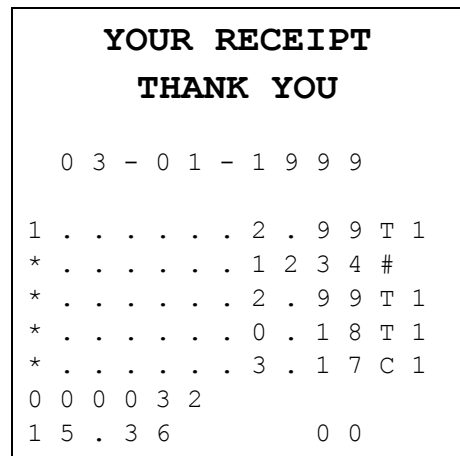
3. Press **#/NO SALE**:



4. Press **CHARGE1**:



5. The display will indicate "=" for total, the drawer will open and the receipt will print as in the example on the right.



Received On Account Operations

You can use the Received on Account key to accept cash into the cash drawer when you are not actually selling merchandise. For example, use the Received on Account key to accept payments for previously sold merchandise, or record loans to the cash drawer.

1. Enter the amount of cash you are receiving, for example, enter:

2 0 0 0

2. Press **RECD ACCT**:

RECD
ACCT

3. The drawer will open and the receipt will print as in the example on the right.

```
YOUR RECEIPT
THANK YOU

0 3 - 0 1 - 1 9 9 9
* . . . . . 2 0 . 0 0 R A
0 0 0 0 3 3
1 5 . 3 6          0 0
```

Paid Out Operations

You can use the **PAID OUT** key to track cash paid out for merchandise or to record loans from the cash drawer.

1. Enter the amount of cash you are paying, for example, enter:

2 0 0 0

2. Press **PAID OUT**:

PAID
OUT

3. The drawer will open and the receipt will print as in the example on the right.

```
YOUR RECEIPT
THANK YOU

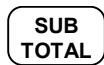
0 3 - 0 1 - 1 9 9 9
* . . . . . 2 0 . 0 0 P O
0 0 0 0 3 4
1 5 . 3 7          0 0
```

Totaling and Tendering

Three keys may be used to total a sale: **CHECK TEND**, **CHARGE1,2**, **CASH/TEND** key. The **CHECK TEND** and **CASH/TEND** keys can also be used for change calculation.

Subtotaling a Sale

1. Register the items you wish to sell.
2. To display and print the subtotal of the sale including tax, press **SUBTOTAL**:



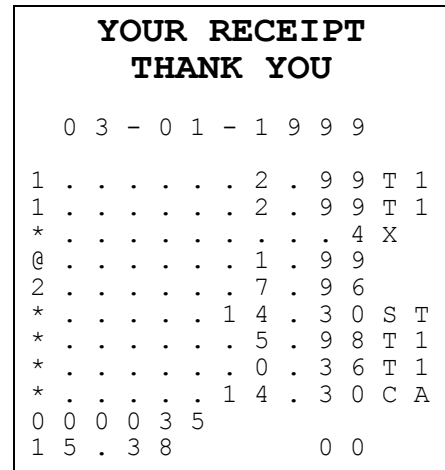
3. The subtotal will display with “=” indicated in the left digit position of the display.

Totaling a Cash Sale

1. Register the items you wish to sell.
2. To total a cash sale, press **CASH/TEND**:



3. The display will indicate “=” for total, the drawer will open and the receipt will print as in the example on the right.



Tendering a Cash Sale

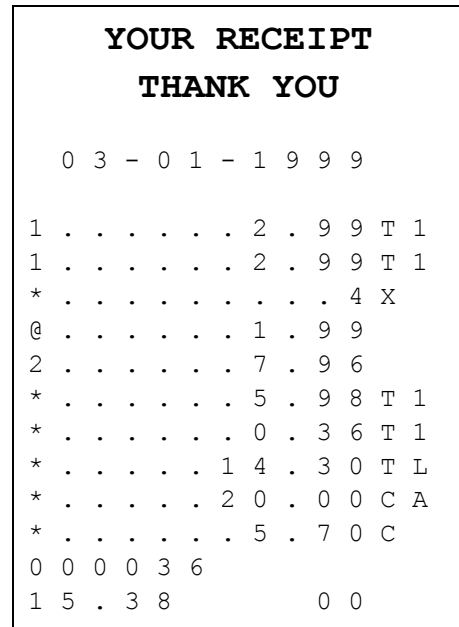
1. Register the items you wish to sell.
2. Enter the amount tendered by the customer. For example, for \$20.00 enter:



3. Press **CASH/TEND**:



4. The display will indicate “C” for change, the drawer will open and the receipt will print as in the example on the right.



Tendering a Check Sale

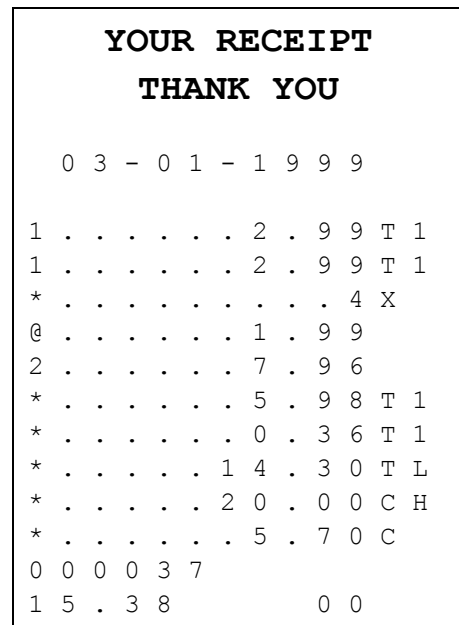
1. Register the items you wish to sell.
2. Enter the amount tendered by the customer. For example, for \$20.00 enter:



3. Press **CHECK TEND**:



4. The display will indicate “C” for change, the drawer will open and the receipt will print as in the example on the right.



Totaling a Charge Sale

1. Register the items you wish to sell.
2. Press **CHARGE1**:

CHARGE1

3. The display will indicate “=” for total, the drawer will open and the receipt will print as in the example on the right.

Note: Charge tendering is not allowed.

```

YOUR RECEIPT
THANK YOU

```

Check Cashing

Check cashing means exchanging cash for a check. Normally, this function is not allowed. If you wish to allow check cashing, you must set system option #15 to a value of **1**. See “System Option Programming” on page 48.

1. Enter the amount of the check tendered by the customer. For example, for \$20.00 enter:

2 0 0 0

2. Press **CHECK TEND**:

**CHECK
TEND**

3. The display will indicate “C” for change, the drawer will open and the receipt will print as in the example on the right.

```

YOUR RECEIPT
THANK YOU

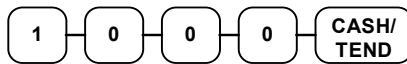
```

Split Tender

Split tendering means paying for one sale by different payment methods. For example, a \$20.00 sale could be split so \$10.00 is paid in cash, and the remaining \$10.00 is charged. If necessary, you can make several different payments.

Note: If a portion of a sale is to be charged, the charge payment must be entered last.

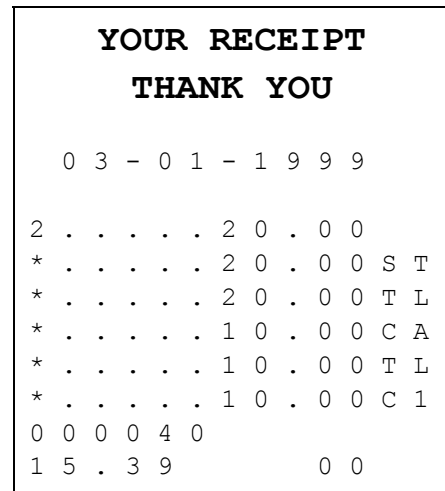
1. Register the items you wish to sell.
2. Enter the amount of cash tendered by the customer. For example, enter \$10.00 and press **CASH/TEND**:



3. The display will indicate “=” and \$10.00, indicating the amount still due. The drawer will not open. Press **CHARGE1** to charge the remaining amount:



4. The display will indicate “=” for total, the drawer will open and the receipt will print as in the example on the right.



Post Tender

Post tendering means computing change after the sale has been totaled and the drawer is open. This feature is useful when a customer changes the amount of the tender or the clerk becomes confused counting change manually. Normally, this function is not allowed. If you wish to allow post tendering, you must set system option #14 to a value of 1. See "System Option Programming" on page 48.

1. Register the items you wish to sell.
2. Press **CASH/TEND**:

**CASH/
TEND**

3. The display will indicate "=" for total, the drawer will open and the receipt will print as in the example on the right.
4. Enter the amount of the tender, Press **CASH/TEND**:

**2 0 0 0 CASH/
TEND**

5. The display will indicate "C" for change and display \$17.88 change due.

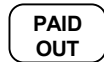
YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1	2 . 0 0 T 1
*	2 . 1 2 S T
*	2 . 0 0 T 1
*	0 . 1 2 T 1
*	2 . 1 2 C A
0 0 0 0 4 1	
1 5 . 3 9	0 0

Receipt On/Off and Receipt on Request

If the receipt is off, you can still issue a receipt after the sale has been completed. Normally, this function is not allowed. If you wish to allow after sale receipts, you must set system option #16 to a value of 1. See “System Option Programming” on page 48.

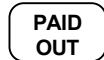
To Turn the Receipt Off

- ◆ With the control lock in the **REG** position, press **PAID OUT**:



To Turn the Receipt On

- ◆ With the control lock in the **REG** position, press **PAID OUT** again:



Printing a Receipt after the Sale

- ◆ After the sale has been totaled, but before the next transaction is started, press **CASH/TEND**:



Note: Because receipt memory is limited, when a sale has more than 30 items or more than 3 tenders, the receipt after sale can not print all items. A row of dots is printed indicating the receipt is incomplete.

Advanced Programming Instructions

Department Programming

Programming Department Status

There are two parts to department programming. Department status is set here. Depending on whether you select open or preset department status in this section, you can also program either the open department entry limit or the preset department price. See “Programming Department Entry Limit or Price” on page 46.

Use this section to program the following status options:

- Set negative departments that subtract from the sale, rather than normal positive departments which add to the sale.
- Enforce the entry of a non-adding number before the department entry. See “Non Add Number” on page 34 for operation sequences.
- Disable the departments, so that entries are not allowed.
- Choose Open or Preset departments. Open departments accept amount entries. Use open departments to enter different priced items into the same category. Preset departments automatically register a preprogrammed price when the department key is pressed. Use preset departments to register an individual item quickly and accurately. For example, cigarette packs or food items can be assigned to departments as presets.

When you select preset departments, you can also decide if the department can also accept open entries. This option is referred to as “preset override”.

- Set single item departments which automatically total as a cash sale immediately after the department entry. Single item departments are used to speed up one item sales.
- Select a tax status to determine whether sales tax is automatically added.

Unless otherwise programmed, departments are positive, open, not taxable, not single item departments, and accept unlimited amounts (up to 7 digit entry). Therefore, it is not necessary to program departments you wish to be open, positive, non-taxable, not single item, with no entry limit.

Programming Department Status

1. Turn the control lock to the **PGM** position.
2. Decide if you want a negative, enforced non-add entry, or disabled department. If you do not want any of these department options, enter **0**. If you wish to select any of these options, complete the table below by adding the status digits for each option. Enter the resulting digit.

Department is Negative	Yes = 1 No = 0		+
Enforce Non-Add Entry	Yes = 2 No = 0		+
Department is Disabled	Yes = 4 No = 0		+
			=

3. Decide if you want a preset or single item department. If you do not want any of these department options, enter **0**. If you wish to select any of these options, complete the table below by adding the status digits for each option. Enter the resulting digit.

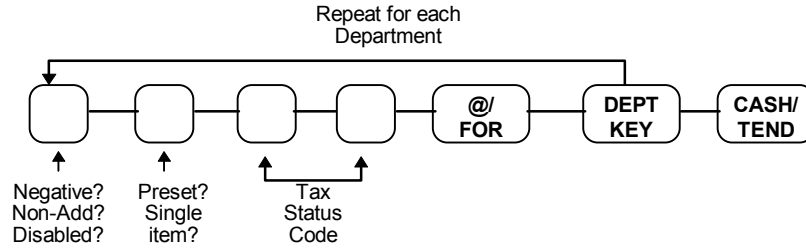
Department is Preset	Yes = 1 No = 0		+
Allow Preset Override	Yes = 2 No = 0		+
Department is Single Item	Yes = 4 No = 0		+
			=

4. Complete the tax status table below by adding the status digits for each tax. Then enter the resulting tax status code.

Taxable by Rate 1?	Yes = 1 No = 0		+
Taxable by Rate 2?	Yes = 2 No = 0		+
Taxable by Rate 3?	Yes = 4 No = 0		+
Taxable by Rate 4?	Yes = 8 No = 0		+
			=

5. Press the **@/FOR** key.
6. Repeat steps 2 through 5 for each department you wish to program.
7. Press the **CASH/TEND** key to end programming.

Department Status Programming Flowchart

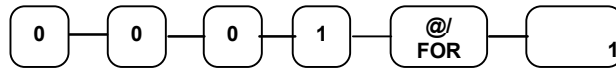


Department Status Programming Examples

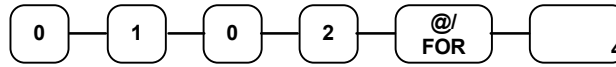
For example, set:

- department 1 open, taxable by rate 1
- department 4 preset, taxable by rate 2
- department 9 negative, preset, taxable by rate 1 & 2

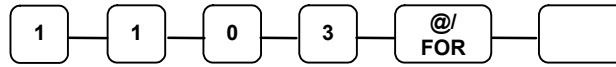
To set Department 1, enter:



To set Department 4, enter:



To set Department 9, enter:



Press the **CASH/TEND** key to end programming.



The status you have entered will print on the printer:

```

YOUR RECEIPT
THANK YOU

0 3 - 0 1 - 1 9 9 9

1 . . . . . 1 T 1
4 . . . . . 1 0 2 T 2
9 . . . . . 1 1 0 3 T
0 0 0 0 1 0
0 7 . 0 0          0 0
    
```

Programming Department Entry Limit or Price

Note: Open departments are automatically assigned a 7 digit entry limit. You do not need to program this section for open departments, unless you wish to set a different limit.

If you are programming a open department:

- You can limit errors by setting the maximum amount that may be entered into a department.

If you are programming a preset department:

- You can set the preset price. The price you program here is the amount that is automatically registered when the department key is pressed.

Programming a Department Entry Limit or Price

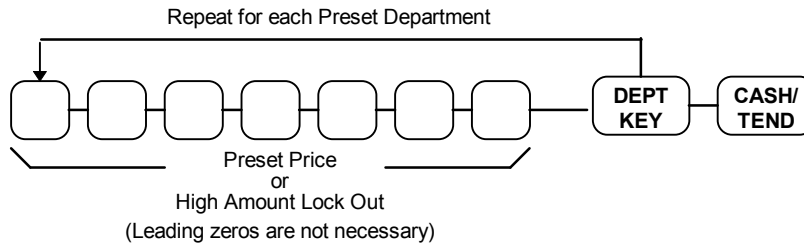
1. Turn the control lock to the **PGM** position.
2. If the department is preset, enter the preset price, up to seven digits (01 to 1234567). (It is not necessary to enter proceeding zeros. For example enter \$1.00 as 100.)

OR,

If the department is open, enter the entry limit you wish to set.

3. Repeat from step 2 above for each department you wish to set.
4. Press the **CASH/TEND** key to end programming.

Department Entry Limit or Price Programming Flowchart



Department Entry Limit or Price Programming Examples

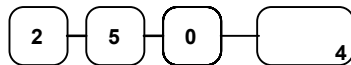
For example, set:

- department 1 open, with a entry limit of \$50.00
- department 4 preset for \$2.50
- department 9 preset for \$0.99

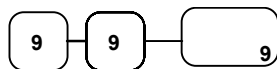
To set Department 1, enter:



To set Department 4, enter:



To set Department 9, enter:



Press the **CASH/TEND** key to end programming.



The status you have entered will print on the printer:

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
1 5 0 . 0 0 T 1	
4 2 . 5 0 T 2	
9 0 . 9 9 T	
0 0 0 0 1 1	
0 7 . 0 1	0 0

System Option Programming

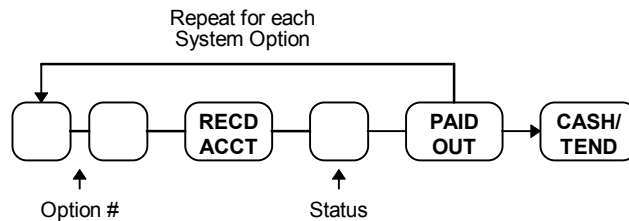
Nineteen system options are provided so that you can configure the ER-290 to your exact requirements. Refer to the “System Option Table” on page 50 to review the system options. Read each option carefully to determine if you wish to make any changes.

NOTE: Because after clearing memory all options settings are automatically set to 0, and because your most likely option selections require a status setting of 0, you do not need to program this section unless you wish to change the default status.

Programming a System Option:

1. Turn the control lock to the **PGM** position.
2. Enter the option number of the system option you wish to change. Press the **RECD ACCT** key.
3. Enter the number representing the status you have selected. Press the **PAID OUT** key.
4. Repeat from step 3 for each system option you wish to change.
5. Press the **CASH/TEND** key to end programming.

System Option Flowchart

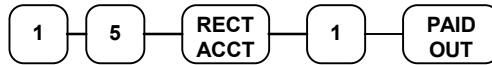


System Option Programming Examples

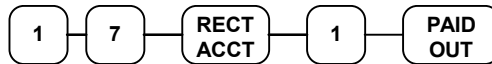
Set the following options

- Option 15: Allow check cashing.
- Option 17: Enforce cash or check tender at totaling.

To set option 15:



To set option 17:



Press the **CASH/TEND** key to end programming.



System Option Table

NOTE: Shaded areas are the default settings, in other words, the shaded area indicates the way the register is automatically set up.

Option No.	SYSTEM OPTION	STATUS	
1	Print the grand total on X,/Z report.	YES = 0	
		NO = 1	
2	Print the gross total on X,/Z report.	YES = 0	
		NO = 1	
3	Reset the consecutive number counter after a Z report.	NO = 0	
		YES = 1	
4	Reset the Z counter after Z report.	NO = 0	
		YES = 1	
5	Skip totals with zero value on X,Z report.	YES = 0	
		NO = 1	
6	Reset the grand total after a Z report.	NO = 0	
		YES = 1	
7	Print the subtotal when pressed.	YES = 0	
		NO = 1	
8	Cash must be declared before X/Z report.	NO = 0	
		YES = 1	
9	Allow X reports	YES = 0	
		NO = 1	
10	Decimal point position	0 = none	
		1 = 1 place	
		2 = 2 places	
		3 = 3 places	
11	Select a method for tax printing:		
	Print Taxable Totals.	Print tax amounts separately.	0
	Print Taxable Totals.	Print only total of all taxes.	1
	Print Taxable Totals.	Do not print tax amounts.	2

Option No.	SYSTEM OPTION	STATUS	
	Do not print Taxable Total.	Print tax amounts separately.	3
	Do not print Taxable Total.	Print only total of all taxes.	4
	Do not print Taxable Total.	Do not print tax amounts.	5
12	Rounding method for percentage key and tax.	Round up at 0.50	0
		Always Round up	1
		Always Round down	2
13	Rounding method for decimal multiplication and split pricing.	Round up at 0.50	0
		Always Round up	1
		Always Round down	2
14	Allow Post Tender.	NO = 0	
		YES = 1	
15	Allow Check Cashing.	NO = 0	
		YES = 1	
16	Allow receipt after sale. Only functional when the receipt is turned off. See Receipt On/Off settings on page 41..	NO = 0	
		YES = 1	
17	Enforce cash or check tender at totaling.	NO = 0	
		YES = 1	

Advanced Tax Programming

Use the instructions in this chapter only if you wish to determine tax program entries yourself. See “Programming Tax” on page 13 to enter a simple tax rate.

Important Note: After you have entered your tax program, test for accuracy by entering several transactions of different dollar amounts. Carefully check to make sure the tax charged by the cash register matches the tax on the printed tax chart for your area. As a merchant, you are responsible for accurate tax collection. If the cash register is not calculating tax accurately, or if you cannot find the correct tax information for your area in the Appendix, contact the CRS, Inc. Service Center at 1-888-333-6776 for assistance.

Tax Rate Programming

You can program up to three separate taxes on the *ER-290*. Set tax rate(s) here.

- If you are entering a tax table, see “Tax Table Programming” on page 54 to enter the tax break points.
- If you are entering a Canadian Goods and Services Tax (GST), use tax rate 4 for the GST tax, and use tax rates 1 and/or 2,3 for any other provincial tax or taxes.

Programming Tax Rates and Status

1. Turn the control lock to the **PGM** position.
2. If the tax is a percentage rate, with a decimal. (0.000-99.999). It is not necessary to enter proceeding zeros. For example, for 6%, enter 06.000 or 6.000.
3. For the type of tax, enter:

0	if the tax is a percentage added to the sale (normal add on tax)
1	if the tax is a percentage value added tax (VAT; calculated as part of the sale)

4. Enter **0** here for all taxes, unless if you are programming tax 4 as a Canadian GST. If the tax is a Canadian GST. Enter:

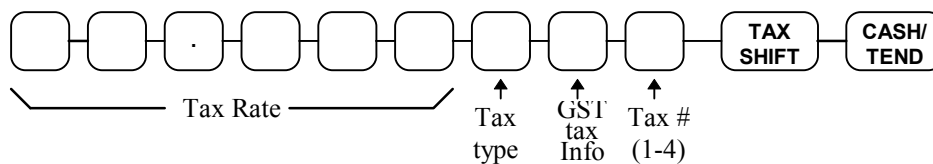
GST (tax 4) taxable by rate 1.	Yes = 1 No = 0		+
GST (tax 4) taxable by rate 2	Yes = 2 No = 0		+
GST (tax 4) taxable by rate 3	Yes = 4 No = 0		+
			=

5. Enter:

1	to set tax rate 1
2	to set tax rate 2
3	to set tax rate 3
4	to set tax rate 4

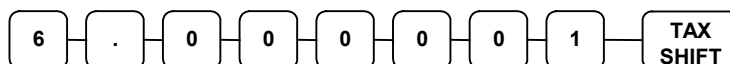
- Press the **TAX SHIFT** key.
- Press the **CASH/TEND** key to end programming.

Tax Rate Programming Flowchart

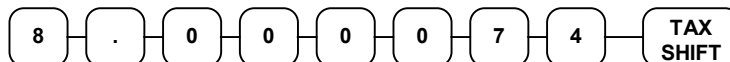


Tax Rate Examples

If tax 1 is 6 percent, enter:



If tax 4 is 8 percent Canadian GST and the GST is taxable, enter:



Press the **CASH/TEND** key to end programming.



The rates you have entered will display and print on the printer:

```

YOUR RECEIPT
THANK YOU

0 3 - 0 1 - 1 9 9 9
                0 0
* . . . . . 6 . 0 0 0 T 1
                0 7
* . . . . . 8 . 0 0 0 T 4
0 0 0 0 1 2
0 7 . 1 5                0 0

```

Tax Table Programming

In some cases, a tax that is entered as a percentage does not follow exactly the tax charts that apply in your area (even if the tax chart is based on a percentage). In these cases, we recommend that you enter your tax using tax table programming. This method will match tax collection exactly to the break points of your tax table.

Before programming, obtain a copy of the tax table you wish to program. You will need the printed tax table if you wish to determine the break point entries yourself.

Note: You can enter up to 47 break points.

Determining Break Point Entries

1. Refer to the “Tax Table Programming Example - Illinois 6% Tax Table” on page 55 to help with this exercise.
2. Calculate the break point differences by subtracting the high side of the previous range from the high side of the dollar range.
3. Examine the pattern of break point differences to determine when the break points begin to repeat. Mark the beginning break points that do not fit a pattern as “non-repeat breaks.” Mark the break points that are repeating in a pattern as “repeat breaks.”

Programming a Tax Table

1. Turn the control lock to the **PGM** position.
2. Enter the number of the tax you are programming (**1, 2, or 3, 4**), press the **TAX SHIFT** key.
3. Enter the maximum amount that is not taxed, press the **TAX SHIFT** key.
4. Enter the first tax amount charged, press the **TAX SHIFT** key.
5. For each non-repeat break point, enter the high side from the sale dollar range and press the **TAX SHIFT** key.
6. Press the **CHECK TEND** key.
7. For each repeat break point, enter the high side from the sale dollar range and press the **TAX SHIFT** key.
8. Press the **CASH/TEND** key to end the tax table program.

Tax Table Programming Example - Illinois 6% Tax Table

<u>Tax Charged</u>	<u>Sale Dollar Range</u>	<u>Break point Differences</u>	
\$0.00	\$0.00 - \$0.10		
\$0.01	\$0.11 - \$0.21	11	Non-Repeat
\$0.02	\$0.22 - \$0.38	17	
\$0.03	\$0.39 - \$0.56	18	
\$0.04	\$0.57 - \$0.73	17	
\$0.05	\$0.74 - \$0.91	18	
\$0.06	\$0.92 - \$1.08	17	Repeat
\$0.07	\$1.09 - \$1.24	16	
\$0.08	\$1.25 - \$1.41	17	
\$0.09	\$1.42 - \$1.58	17	
\$0.10	\$1.59 - \$1.74	16	
\$0.11	\$1.75 - \$1.91	17	
\$0.12	\$1.92 - \$2.08	17	
\$0.13	\$2.09 - \$2.24	16	
\$0.14	\$2.25 - \$2.41	17	

To enter the program for the Illinois 6% tax table:

1. Enter **1** (for tax #1), press the **TAX SHIFT** key.
2. Enter **1 0** (the maximum amount that is not taxed), press the **TAX SHIFT** key.
3. Enter **1** (the first tax amount charged), press the **TAX SHIFT** key.
4. Enter **2 1** (non-repeat break point), press the **TAX SHIFT** key.
5. Enter **3 8** (non-repeat break point), press the **TAX SHIFT** key.
6. Enter **5 6** (non-repeat break point), press the **TAX SHIFT** key.
7. Enter **7 3** (non-repeat break point), press the **TAX SHIFT** key.
8. Enter **9 1** (non-repeat break point), press the **TAX SHIFT** key.
9. Press the **CHECK TEND** key.
10. Enter **1 0 8** (repeat break point), press the **TAX SHIFT** key.
11. Enter **1 2 4** (repeat break point), press the **TAX SHIFT** key.
12. Enter **1 4 1** (repeat break point), press the **TAX SHIFT** key.
13. Press the **CASH/TEND** key to complete the tax program.

%1 and %2 Key Programming

There are two percentage keys on the keyboard: **%1** and **%2**. The **%1** key applies a surcharge. The **%2** key applies a discount. Without any further programming, you can apply a discount or surcharge to an individual item or to the subtotal of a sale by entering a percentage and pressing the **%1** or **%2** key. This program allows you to:

- decide to calculate any taxes *before* or *after* the percentage is applied
- set a preset percentage for the **%1** or **%2** key
- if a preset percentage is set, decide if you wish to also allow a percentage to be entered
- inactivate the key

Programming the %1 or %2 Key

1. Turn the control lock to the **PGM** position.
2. Enter the percentage rate you wish to preset, or **0** if you only wish to enter the percentage. Press the **%1** or **%2** key, depending on which key you are programming. Be sure to enter the decimal point if you are setting a rate that is not an even percentage, i.e. enter 33 ¹/₃ % as **3 3 . 3 3 3**. If you are setting an even percentage, it is not necessary to enter the decimal point, i.e. enter 50 % as **5 0**.
3. To decide if tax is calculated before or after the percentage is applied, complete the table below by adding the status digits for each tax. Then enter the resulting tax status code.

Calculate Rate 1 after the discount/surcharge?	Yes = 1 No = 0		+
Calculate Rate 2 after the discount/surcharge?	Yes = 2 No = 0		+
Calculate Rate 3 after the discount/surcharge?	Yes = 4 No = 0		+
Calculate Rate 4 after the discount/surcharge?	Yes = 8 No = 0		+
			=

4. Enter:

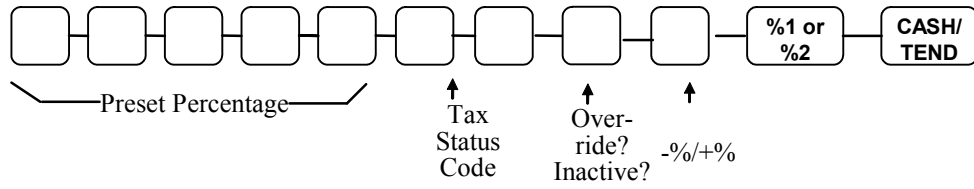
0	If you wish to allow the operator to also enter a percentage (override).
1	If you do not wish to allow the operator to also enter a percentage (override).
2	If you wish the key to be inactive.

5. Enter:

0	-% (default)
1	+%

6. Press the **CASH/TEND** key to end programming.

%1 or %2 Key Programming Flowchart



%1 or %2 Key Programming Example

Set the %1 (discount) Key preset for 50% and so that tax 1 is calculated after the discount is applied and override is allowed. Enter:



- (Minus) Key Programming

The - (**Minus**) key is used to enter the amount of a coupon that is subtracted from the sale.

- The - (**Minus**) key can be programmed to be taxable or non-taxable. In other words, when you are subtracting a coupon, you can calculate sales tax on the net or the gross cost of the item. If the - (**Minus**) key is taxable, you will calculate sales tax on the net cost of the item. If the - (**Minus**) key is non-taxable, you will calculate sales tax on the gross cost of the item.
- You can also program limit errors by setting the maximum amount that may be entered into the - (**Minus**) key. For example, setting a 3 digit limit means the maximum you can enter is \$9.99. This is referred to as the High Digit Lock Out, or HDLO.

Programming the - (Minus) Key

1. Turn the control lock to the **PGM** position.
2. Enter the High Digit Lock Out (entry limit) digit from the table below. (Enter **0** for no limit.)

HDLO	Limits
1	.01 - .09
2	.01 - .99
3	.01 - 9.99
4	.01 - 99.99
5	.01 - 999.99
6	.01 - 9999.99
7 or 0	.01 - 99999.99

3. To decide if tax is calculated before or after the percentage is applied, complete the table below by adding the status digits for each tax. Then enter the resulting tax status code.

Calculate Rate 1 after the Minus (-) key entry?	Yes = 1 No = 0		+
Calculate Rate 2 after the Minus (-) key entry?	Yes = 2 No = 0		+
Calculate Rate 3 after the Minus (-) key entry?	Yes = 4 No = 0		+
Calculate Rate 4 after the Minus (-) key entry?	Yes = 8 No = 0		+
			=

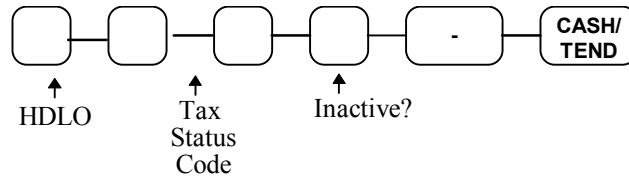
4. Enter:

0	for active minus key
1	for inactive minus key

5. Press the - (**Minus**) key.

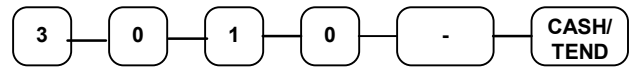
6. Press the **CASH/TEND** key to end programming.

Minus (-) Key Programming Flowchart



Minus (-) Key Programming Example

Set the Minus (-) key with a three digit HDLO (\$9.99) and so that tax 1 is calculated after the Minus (-) key amount is entered. (In other words, tax is calculated on the net cost of the item.) Enter:



CANCEL Key Programming

The CANCEL key can be made inactive. Normally the key is active, however, you may wish to inactivate it for security reasons.

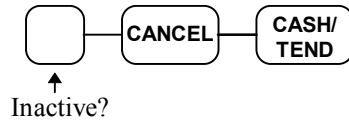
Programming the CANCEL Key

1. Enter:

0	to activate the CANCEL key
1	to inactivate the CANCEL key

2. Press the CANCEL key.
3. Press the CASH/TEND key to end programming.

Cancel Key Programming Flowchart



Cancel Key Programming Example

To inactivate the CANCEL key, enter:



PLU (Price Look Up) Programming

The *ER-290* offers 200 PLUs (Price Look Ups) as a standard feature. Like departments PLUs (Price Look Ups) may be *open* or *preset*.

- Preset PLUs are used to register preset items. The most significant difference between a preset department and a preset PLU is the method of registration. While preset departments are registered by simply pressing the department key, preset PLUs are registered by entering the PLU number and pressing the PLU key.

There are many possible uses for preset PLUs. Since there are many more PLUs than departments, you may use PLUs when you wish to accurately price and count a larger group of items. Possible uses include: menu items in a restaurant or items (such as cigarettes) that you wish to inventory.

- Use open PLUs when you wish enter different priced items into a larger number of categories.

Programming PLU Status

There are two parts to PLU programming. PLU status is set here. Depending on whether you select open or preset PLU status is this section, you can also program either the open PLU entry limit or the preset PLU price. See “Programming PLU Entry Limit or Price” on page 64.

Use this section to program the following status options:

- Set negative PLUs that subtract from the sale, rather than normal positive PLUs which add to the sale.
- Enforce the entry of a non-adding number before the PLU entry. See “Non Add Number” on page 34 for operation sequences.
- Disable the PLUs, so that entries are not allowed.
- Choose Open or Preset PLUs.
- Set single item PLUs which automatically total as a cash sale immediately after the PLUs entry. Single item departments are used to speed up one item sales.
- Select a tax status to determine whether sales tax is automatically added.

Programming PLU Status

1. Turn the control lock to the **PGM** position.
2. Enter the number of the PLU you wish to program (1-200), press the **PLU** key.
3. Decide if you want a negative, enforced non-add entry, or disabled PLU. If you do not want any of these options, enter **0**. If you wish to select any of these options, complete the table below by adding the status digits for each option. Enter the resulting digit.

PLU is Negative	Yes = 1 No = 0		+
Enforce Non-Add Entry	Yes = 2 No = 0		+
PLU is Disabled	Yes = 4 No = 0		+
			=

4. Decide if you want a preset or single item PLU. If you do not want any of these options, enter **0**. If you wish to select any of these options, complete the table below by adding the status digits for each option. Enter the resulting digit.

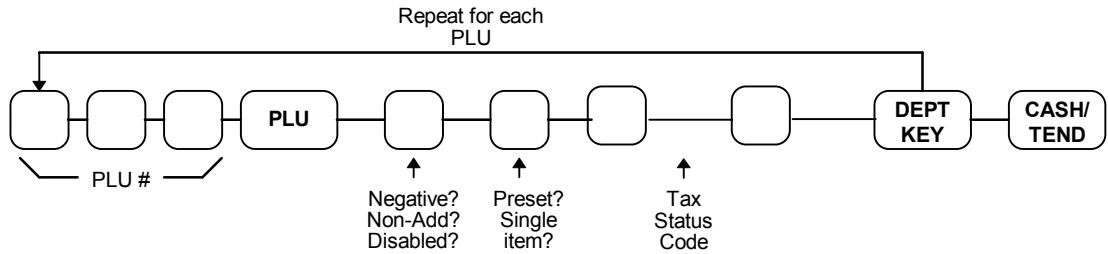
PLU is Preset	Yes = 1 No = 0		+
PLU is Single Item	Yes = 2 No = 0		+
			=

5. Complete the tax status table below by adding the status digits for each tax. Then enter the resulting tax status code.

Taxable by Rate 1?	Yes = 1 No = 0		+
Taxable by Rate 2?	Yes = 2 No = 0		+
Taxable by Rate 3?	Yes = 4 No = 0		+
Taxable by Rate 4?	Yes = 8 No = 0		+
			=

6. Repeat steps 2 through 5 for each PLU you wish to program.
7. Press the **CASH/TEND** key to end programming.

PLU Status Programming Flowchart

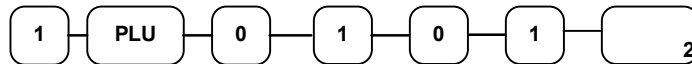


PLU Status Programming Examples

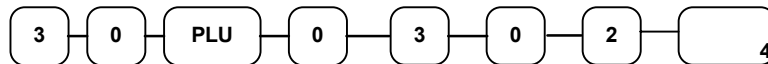
For example, set:

- PLU#1 preset, not single item, taxable by rate 1, with sales reported to department 2.
- PLU #30 preset, single item, taxable by rate 2, with sales reported to department 4.
- PLU #6 open, not single item, non-taxable, with sales reported to department 9.

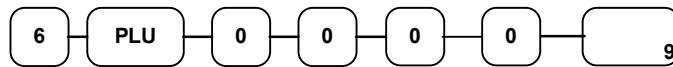
To set PLU 1, enter:



To set PLU 30, enter:



To set PLU 6, enter:



Press the **CASH/TEND** key to end programming.



The status you have entered will display and print on the printer:

```

YOUR RECEIPT
THANK YOU
0 3 - 0 1 - 1 9 9 9
* 0 0 1
2 . . . . . 1 0 1 T 1
* 0 3 0
4 . . . . . 3 0 2 T 2
* 0 0 6
9 . . . . . 0
0 0 0 0 1 3
0 7 . 2 0          0 0
    
```

Programming PLU Entry Limit or Price

Note: Open PLUs are automatically assigned a 7 digit entry limit. You do not need to program this section for open PLUs, unless you wish to set a different limit.

If you are programming a open PLU:

- You can limit errors by setting the maximum amount that may be entered into a PLU.

If you are programming a preset PLU:

- You can set the preset price. The price you program here is the amount that is automatically registered when the PLU is entered.

Programming a PLU Entry Limit or Price

1. Turn the control lock to the **PGM** position.
2. Enter the number of the PLU you wish to program (1-200), press the **PLU** key.
3. If the PLU is preset, enter the preset price, up to seven digits (01 to 9999999). (It is not necessary to enter proceeding zeros. For example enter \$1.00 as 100.)

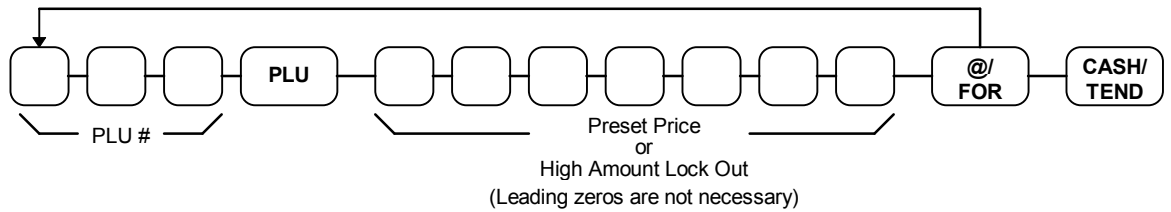
OR

If the PLU is open, enter the highest amount that may be entered into the PLU.

4. Press the **@/FOR** key.
5. Repeat from step 2 above for each PLU you wish to program.
6. Press the **CASH/TEND** key to end programming.

PLU Entry Limit or Price Programming Flowchart

Repeat for each Preset PLU



PLU Entry Limit or Price Programming Examples

For example, set:

- PLU 1 with a preset price of \$1.99
- PLU 30 with a preset price of \$10.00
- PLU 6 with a entry limit of \$5.00

To set PLU 1, enter:



To set PLU 30, enter:



To set PLU 6, enter:



Press the **CASH/TEND** key to end programming.



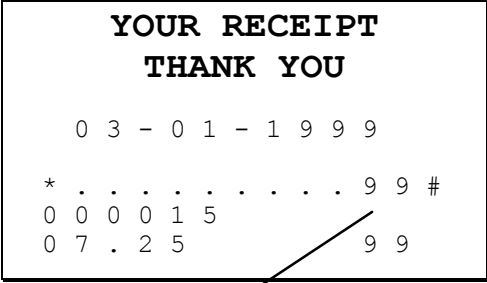
The status you have entered will print on the printer:

```

YOUR RECEIPT
THANK YOU
0 3 - 0 1 - 1 9 9 9
* 0 0 1
2 . . . . . 1 . 9 9 T 1
* 0 3 0
4 . . . . . 1 0 . 0 0 T 2
* 0 0 6
9 . . . . . 5 . 0 0
0 0 0 0 1 4
0 7 . 2 0          0 0
    
```

Setting a Register Number

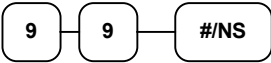
You can program a two digit register number that will print on the lower right corner of each transaction. If you are using more than one cash register, the register number can be used to identify the register where the transaction was entered.



Register Number

To set a register identification number:

- 1. Turn the control lock to the **PGM** position.
- 2. Enter register number and press the **#/NS** key:



- 3. Press the **CASH/TEND** key to end programming.



Setting Receipt/Journal Status

The printer can be set to generate customer receipts, or print a sales journal. In the receipt mode, the printer will print the logo and feed the paper a sufficient length so that a receipt can be torn off. In the journal mode, there is no additional paper feeding between transactions. The default state of this program is the RECEIPT status.

To change the printer status from receipt to journal, or from journal to receipt:

1. Turn the control lock to the **X** position.
2. Enter 9999 on the numeric keypad and press the **PAID OUT** key.



Printing a Programming Report

You can generate a printed report of all the programming options.

1. Turn the control lock to the **PGM** position.
2. Press the **CASH/TEND** key to print the program report.

Program Report Example:

Department Status ->
 Department Price or Limit ->

(Department Status and Price/Limit is listed for each department)

Tax 1 Status ->
 Tax 1 Rate ->
 Tax 2 Status ->
 Tax 2 Rate ->
 Tax 3 Status ->
 Tax 3 Rate ->
 Tax 4 Status ->
 Tax 4 Rate ->

Percentage Discount Key Status ->
 Percentage Discount Key Rate ->
 Percentage Surcharge Key Status ->
 Percentage Surcharge Key Rate ->
 Minus (-) Key Status ->
 Cancel ->

System Option Value ->
 System Option Value ->
 System Option Value ->

(System Option Value is listed for each option)

System Option Value ->

PLU ->
 Department & Status ->
 PLU Price ->

(PLU Status and Price is listed for each PLU that is programmed)

Transaction Counter ->
 Time / Register number ->

YOUR RECEIPT
THANK YOU

0 3 - 0 1 - 1 9 9 9

1 1 T 1
 * 5 0 . 0 0
 2 0
 * 0 . 0 0
 .
 .
 .
 1 2 0
 * 0 . 0 0

. 0 0
 * 6 . 0 0 0 T 1
 0 0
 * 0 . 0 0 0 T 2
 0 7
 * 8 . 0 0 0 T 3
 0 0
 * 0 . 0 0 0 T 4

1 1 1 1 %
 * 5 0 . 0 0 0 %
 2 0 %
 * 0 . 0 0 0 %
 * 3 0 1 0 -
 * 1 V 3

@ 0 1 0 S O
 @ 0 2 0 S O
 @ 0 3 0 S O
 .
 .
 @ 1 7 0 S O

* 0 0 1
 2 0 1 0 1
 * 1 . 9 9 T 1
 .
 .
 0 0 0 0 1 6
 0 7 . 3 0 0 0

Reports

Report Summary

There are two basic types of reports: "X", or read-only and "Z", or read & reset to zero. Some reports are available in both types.

The following table summarizes the reports available on the *ER-290*:

Report	Control Lock Position	Key
Financial	X or Z	CASH/ TEND
Period-to-Date Financial	X or Z	CHARGE2
Hourly Sales	X or Z	@/ FOR
All PLU	X or Z	PLU
String Report (Financial, PLU and Time reports in sequence)	Z	SUB TOTAL
From/To PLU	X	
Cash in Drawer	X	SUB TOTAL
Check in Drawer	X	CHECK TEND

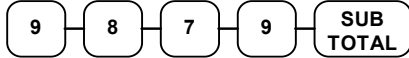
Running a Report

1. Find the report you wish to run from the table on the previous page.
2. Turn the control lock to the **X** or the **Z** position.
3. Press the appropriate key for the report you wish to run.

Cash-In-Drawer Declaration

Cash-In-Drawer Declaration is an optional feature that forces you to count the drawer and declare the drawer count before a report can be run. By forcing the operator to declare, without knowledge of the expected drawer totals, you are assured that all cash will be deposited. System option #8 must be set to a value of **1** to enforce cash declaration. See “System Option Programming” on page 48 to program system options.

Declaring Cash

1. Turn the control lock to the **X** position.
2. Enter the amount of the cash counted, press the **SUBTOTAL** key:

3. The printer will print the declared amount, the cash-in-drawer total from the cash register and compute the difference
4. Proceed to run the report you wish to print.

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
* 9 8 . 7 9 C A	
* 8 1 . 5 8 C D	
* 1 7 . 2 1 T D	
0 0 0 0 1 7	
0 7 . 3 1	9 9

Note: You must run a report after declaring cash before registering any new transactions.

Report Samples

Financial Report

Note: This sample report is shown with items of zero value listed on the report. Your report may only show totals with values other than zero, depending on the setting for system option #5.

YOUR RECEIPT	
THANK YOU	
	0 3 - 0 1 - 1 9 9 9
Report Type/Reset (Z) Counter ->	@ 1 X 1
Department Activity Counter ->	1 1 8
Department Sales Total ->	* 3 3 . 0 3
	2 1
	* 0 . 0 7
	3 4
	* 5 0 . 9 9
	4 2
	* 3 . 5 0
	5 0
	* 0 . 0 0
	6 0
	* 0 . 0 0
	7 1
	* 2 0 . 9 9
	.
	.
	.
(Department Counters and Totals are listed for each department)	1 2 0
	* 0 . 0 0
	- - - - -
	@ 2 6
	* 1 0 8 . 5 8 + D
	@ 0
	* 0 . 0 0 - D
	@ 2 6
	* 1 0 8 . 5 8 # T
	- - - - -

Continued on the next page . . .

Total of non-taxable sales ->	* 7 5 . 5 5
Taxable sales for tax rate 1 ->	* 3 3 . 0 4 T 1
Tax 1 amount collected ->	* 1 . 9 8 T 1
:	:
Taxable sales for tax rate 4 ->	* 0 . 0 0 T 4
Tax 4 amount collected ->	* 0 . 0 0 T 4
Activity count for discount key ->	@ 0
Dollar amount of discounts ->	* 0 . 0 0 %
Activity count for surcharge key ->	@ 0
Dollar amount of surcharges ->	* 0 . 0 0 %
Activity count for -(MINUS) key ->	* 0 . 0 0 -
Dollar amount of -(MINUS) ->	
Net Sales total ->	* 1 1 0 . 5 7 N T
TAX1 credited on negative sales ->	* 0 . 0 0 P 1
TAX2 credited on negative sales ->	* 0 . 0 0 P 2
TAX3 credited on negative sales ->	* 0 . 0 0 P 3
TAX4 credited on negative sales ->	* 0 . 0 0 P 4
Count of Return Merchandise items ->	@ 1
Total of Return Merchandise ->	* - 1 0 . 0 0 R T
Count of VOID key activity ->	@ 0
Total of VOID key activity ->	* 0 . 0 0 V 1
# of VOID key position transactions ->	@ 0
Dollar amount of VOID key position ->	* 0 . 0 0 V 2
# of canceled transactions ->	@ 0
Amount of canceled transactions ->	* 0 . 0 0 V 3
Gross Sales Total ->	* 1 2 0 . 5 7 T L
# of Cash sales ->	@ 6
Dollar amount of Cash sales ->	* 6 0 . 5 9 C A
# of Check sales ->	@ 2
Dollar amount of Check sales ->	* 1 9 . 9 9 C H
# of Charge1 sales ->	@ 1
Dollar amount of Charge1 sales ->	* 2 9 . 9 9 C 1
# of Charge2 sales ->	@ 0
Dollar amount of Charge2 sales ->	* 0 . 0 0 C 2
# of Rec'd on Account transactions->	@ 2
Total of Rec'd on Accounts ->	* 3 0 . 9 9 R A

Continued on the next page . . .

# of Paid Out transactions ->	@ 1
Total of Paid Out transactions ->	* 1 0 . 0 0 P O
Cash in drawer amount ->	* 8 1 . 5 8 C D
Check in drawer amount ->	* 1 9 . 9 9 C T
Count of no sales ->	@ 0 N S
Customer Count ->	@ 9 C S
	- - - - -
Non-reset table Grand Total ->	* 4 7 4 . 8 3 # 3
	0 0 0 0 1 8
Transaction Counter ->	0 7 . 3 3 0 0
Time/Register Number ->	

Hourly Sales Report

The Hourly sales report lists the number of transaction and their dollar total for each hour of the day.

	YOUR RECEIPT
	THANK YOU
	0 3 - 0 1 - 1 9 9 9
Report Type/Reset (Z) Counter ->	@ 1 X 1
Time ->	1 0 . 0 0
Time Period Activity Counter ->	@ 7
Time Period Sales Total ->	* 7 . 5 9
	1 1 . 0 0
(Counters and Totals are listed for each time period)	@ 1
	* 3 4 6 . 6 7
	1 2 . 0 0
	@ 9
	* 1 1 0 . 5 7
	- - - - -
Activity count of all time periods ->	@ 1 7
Total of all time periods ->	* 4 7 4 . 8 3 T L
Transaction Counter ->	0 0 0 0 1 9
Time/Register Number ->	0 7 . 3 4 0 0

PLU Report

The PLU report lists the activity and sale total for each PLU.

	YOUR RECEIPT
	THANK YOU
	0 3 - 0 1 - 1 9 9 9
Report Type/Reset (Z) Counter ->	@ 1 X 1
PLU Activity Counter ->	* 0 0 1 1
DEPT/PLU price or limit/tax status ->	1 1 . 9 9 T 1
PLU Sales Total ->	* 1 . 9 9
	* 0 3 0 1
(PLU Counters and Totals are listed for each PLU)	3 1 0 . 0 0
	* 1 0 . 0 0
	- - - - -
Activity count of all PLUs ->	@ 2
Total of all PLUs ->	* 1 1 . 9 9 T L
Transaction Counter ->	0 0 0 0 2 0
Time/Register Number ->	0 7 . 3 5 0 0

Cash-in-Drawer Report

Run a Cash-in-Drawer report to quickly verify the amount of cash that should be in the cash drawer.

Cash in drawer amount ->
Transaction Counter ->
Time/Register Number ->

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
*	8 1 . 5 8 C D
0 0 0 0 2 1	
0 7 . 4 0	0 0

Check-in-Drawer Report

Run a Check-in-Drawer report to quickly verify the amount of cash that should be in the cash drawer.

Check in drawer amount ->
Transaction Counter ->
Time/Register Number ->

YOUR RECEIPT	
THANK YOU	
0 3 - 0 1 - 1 9 9 9	
*	1 9 . 9 9 C T
0 0 0 0 2 2	
0 7 . 4 0	0 0

System Balancing

Department Sales Total

+	+DEPT TTL (Add All Positive Departments)
-	-DEPT TTL (Add All Negative Departments)
=	ADJST DEPT TTL

Net Total

+	ADJST DEPT TTL
+	TAX1 AMOUNT
+	TAX2 AMOUNT
+	TAX3 AMOUNT
+	TAX4 AMOUNT
+	+% (Surcharge Total)
-	-% (Discount Total)
-	- (Minus Key Total)
=	NET TTL

Gross Total

+	NET TTL
+	RETURN MDSE
+	VOID KEY
-	+% (Surcharge Total)
+	-% (Discount Total)
+	- (Minus Key Total)
=	GROSS TTL

Grand Total

+	Yesterdays Grand Total
+	Gross Total
=	GRAND TOTAL

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