## SE-S10

## Electronic Cash Register


(SE-S10 small drawer model)

## User's Manual

## START-UP is QUICK and EASY! Simple to use! 20 departments and 500 PLUs Automatic Tax Calculations <br> Calculator function



CASIO COMPUTER CO., LTD.
6-2, Hon-machi 1-chome
Shibuya-ku, Tokyo 151-8543, Japan

Thank you very much for purchasing this CASIO electronic cash register.
START-UP is QUICK and EASY!
Part-1 of this User's Manual can help you make a quick start.
Once you have mastered the QUICK START operations, you will undoubtedly want to expand your use of this machine by studying other sections of Part-2.

## Original Carton/Package

If for any reason, this product is to be returned to the store where purchased, it must be packed in the original carton/package.

## Location

Locate the Cash register on a flat, stable surface, away from heaters or areas exposed to direct sunlight, humidity or dust.

## Power Supply

Your cash register is designed to operate on standard household current (120V, 220V, 230 V or 240 V ; $50 / 60 \mathrm{~Hz}$ ). Do not overload the outlet by plugging in too many appliances.

## Cleaning

Clean the cash register exterior with a soft cloth which has been moistened with a solution of a mild neutral detergent and water, and wrung out.
Be sure that the cloth is thoroughly wrung out to avoid damage to the printer.
Never use paint thinner, benzene, or other volatile solvents.

The mains plug on this equipment must be used to disconnect mains power. Please ensure that the socket outlet is installed near the equipment and shall be easily accessible.

## Safety precautions

- To use this product safely and correctly, read this manual thoroughly and operate as instructed.

After reading this guide, keep it close at hand for easy reference.
Please keep all informations for future reference.

- Always observe the warnings and cautions indicated on the product.


## About the icons

In this guide various icons are used to highlight safe operation of this product and to prevent injury to the operator and other personnel and also to prevent damage to property and this product. The icons and definitions are given below.

Indicates that there is a risk of severe injury or death if used incorrectly.
Indicates that injury or damage may result if used incorrectly.

## Icon examples

To bring attention to risks and possible damage, the following types of icons are used.


The $\triangle$ symbol indicates that it includes some symbol for attracting attention (including warning). In this triangle the actual type of precautions to be taken (electric shock, in this case) is indicated.

The $Q$ symbol indicates a prohibited action. In this symbol the actual type of prohibited actions (disassembly, in this case) will be indicated.

The symbol indicates a restriction. In this symbol the type of actual restriction (removal of the power plug from an outlet, in this case) is indicated.

## Warning!

Handling the register


Should the register malfunction, start to emit smoke or a strange odor, or otherwise behave abnormally, immediately shut down the power and unplug the AC plug from the power outlet. Continued use creates the danger of fire and electric shock.

- Contact CASIO service representative.


Do not place containers of liquids near the register and do not allow any foreign matter to get into it. Should water or other foreign matter get into the register, immediately shut down the power and unplug the AC plug from the power outlet. Continued use creates the danger of short circuit, fire and electric shock.

- Contact CASIO service representative.


Should you drop the register and damage it, immediately shut down the power and unplug the AC plug from the power outlet. Continued use creates the danger of short circuit, fire and electric shock.

- Attempting to repair the register yourself is extremely dangerous. Contact CASIO service representative.


Never try to take the register apart or modify it in any way. High-voltage components inside the register create the danger of fire and electric shock.

- Contact CASIO service representative for all repair and maintenance.

Power plug and AC outlet


Use only a proper AC electric outlet. Use of an outlet with a different voltage from the rating creates the danger of malfunction, fire, and electric shock. Overloading an electric outlet creates the danger of overheating and fire.

Make sure the power plug is inserted as far as it will go. Loose plugs create the danger of electric shock, overheating, and fire.

- Do not use the register if the plug is damaged. Never connect to a power outlet that is loose.


## \. Warning!

Use a dry cloth to periodically wipe off any dust built up on the prongs of the plug. Humidity can cause poor insulation and create the danger of electric shock and fire if dust stays on the prongs.

Do not allow the power cord or plug to become damaged, and never try to modify them in any way. Continued use of a damaged power cord can cause deterioration of the insulation, exposure of internal wiring, and short circuit, which creates the danger of electric shock and fire.

- Contact CASIO service representative whenever the power cord or plug requires repair or maintenance.



## 1. Caution!

Do not place the register on an unstable or uneven surface. Doing so can cause the register - especially when the drawer is open - to fall, creating the danger of malfunction, fire, and electric shock.
Do not place the register in the following areas.

- Areas where the register will be subject to large amounts of humidity or dust, or directly exposed to hot or cold air.
- Areas exposed to direct sunlight, in a close motor vehicle, or any other area subject to very high temperatures.

The above conditions can cause malfunction, which creates the danger of fire.


Do not overlay bend the power cord, do not allow it to be caught between desks or other furniture, and never place heavy objects on top of the power cord. Doing so can cause short circuit or breaking of the power cord, creating the danger of fire and electric shock.


Be sure to grasp the plug when unplugging the power cord from the wall outlet. Pulling on the cord can damage it, break the wiring, or cause short, creating the danger of fire and electric shock.


Never touch the plug while your hands are wet. Doing so creates the danger of electric shock. Pulling on the cord can damage it, break the wiring, or cause short, creating the danger of fire and electric shock.


At least once a year, unplug the power plug and use a dry cloth or vacuum cleaner to clear dust from the area around the prongs of the power plug.
Never use detergent to clean the power cord, especially power plug.


Keep small parts out of the reach of small children to make sure it is not swallowed accidentally.


Disposing of batteries:
Make sure that you dispose of used batteries in accordance with the rules and regulations in your local area.

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## Basic Components and Accessories


(SE-S10 small drawer model)Accessories
Roll paper 1 pcMode keysDrawer keys 2 pcs
User's manual ..... 1 pcFixing hook(M drawer model only) 2 pcs
Magnetic plate* ..... 1 pc

* Use this plate for tacking the notes received from customer.

[^0]
## Getting to know your cash register

Mode Switch


OP key PGM key

The position of the Mode Switch controls the type of operations you can perform on the cash register. The PROGRAM key (marked PGM) can be select any Mode Switch setting, while OPERATOR key (marked OP) can be used to select OFF, REG or CAL only.


In this position, the power of the cash register is off.

## REG (Register)

This is the position used for registration of normal transactions.
RF (Refund)
This is the position used for registration of refunds.
CAL (Calculator)
This is the position used for calculator mode.
PGM (Programming)
This is the position used to program the cash register to suit the needs of your store.

## X (Read)

This is the position used to produce reports of daily sales totals without clearing the totals.

## Z (Reset)

This is the position used to produce reports of daily sales totals. This setting clears the totals.

## Display



## (1) Department Number Display

Anytime you press a department key to register a unit price, the corresponding department number appears here.

## (2) PLU Number Display

Anytime you perform a PLU registration, the corresponding PLU number appears here.

## (3) Number of Repeat Display

Anytime you perform "repeat registration" (page 14), the number of repeats appears here.

Note that only one digit is displayed for the number of repeats.

## Customer display



## (4) Numeric Display

Entered values (unit prices or quantities) and calculated values (subtotals, totals or change amount due) are displayed here. The capacity of the display is 8 digits.
This part of the display can be used to show the current time or date between registrations (page 40).
(5) Character Display

In the character programming (P2) mode, it shows the last entered character.
The total ( $\bar{T}$ ) or change ( $[$ ) appears when a subtotal, total, or change is obtained.
In the paper saving mode, it shows $\%$.

## Keyboard



Certain keys have two functions; one for register mode and one for calculator mode.
In this manual, we will refer to specific keys as noted below to make the operations as easy to understand as possible:

## Register Mode

(1) EEED Feed key

(3) $A C C$ Clear key
(4) T\% Minus/ Error Correction key
(5) PLU PLU (Price Look Up) key
(6) W的 Reference Number/Department Shift key
(7) \%ick Percent/Cashier ID No. Assignment key
(8) RC/ Received on Account key
(9) PD Paid Out key
(10) CH Charge key
(11) CHK Check/No Sale key
(12) SUB $_{\text {SOTAL }}$ Subtotal key

(14) $0,1, \sim 9,00$

Numeric keys and 2-zero key
(15) - Decimal key
(16) $+\mathbf{T},-2, \times 3, \pm 4,5$

Department keys

Department 6 through 20 are specified by





Paper saving key is the key to save printing paper (Journal compressed printing/ No re ceipt issuing). In these cases, "*" is lit on the character display.

## (18) PResir Post receipt key

Post receipt key is used for issuing receipt after transaction. This key is effective if the printer is defined as printing receipts. Refer to page 38.
(19) $\begin{aligned} & \text { Tram } \\ & \text { Pam } \\ & \text { Tax Program key }\end{aligned}$
(20) HELP Help key

Help key is used for issuing assistant receipts such as programming date/ time, paper installation etc.

## Calculator Mode

(3) ACD AC key
(7) \% \%uke Percent key
(8) R/MB Memory Recall key

(13) $=^{\text {Ca/ }}$ /iANO Equal key
(14) $0,1, \sim 9,00$

Numeric keys and 2-zero key
(15) - Decimal key
(16) $+\square, \square^{2}, x^{3}, \dot{\square}^{4}$

Arithmetic Operation key

## Daily Job Flow

## Before Opening The Store

1. Plugged in?
2. Enough Roll Paper?

Page-11
3. Date and Time is correct? Page-40
4. Enough small change in the drawer? Page-41

## While The Store Is Open



1. Registrations.

Page-14 ~
2. Issuing latest daily sales total if needed.
(Generating report by Mode Switch to X position.)

Page-18


## After Closing The Store

1. Issuing Daily Sales Total. (Resetting report by Mode Switch to Z position.)

Page-19
2. Picking up money in the drawer.

Page-41.
Turn the Mode Switch to OFF.


## Other

1. Troubleshooting

Page-45

## Part-1 <br> QUICK START OPERATION

## 1. Loading Memory Protection Battery

## Important

You must initialize the Cash register.

1. Remove the printer cover.
2. Open the battery compartment cover.
3. Load 2 new UM-3, or R6P (SUM-3) type batteries into the compartment. Be sure that the plus (+) and minus ( - ) ends of each battery are facing in the directions indicated by the illustrations inside the battery compartment (Figure 1).
4. Replace the memory protection battery compartment cover back into place.

(Figure 1)

- Note:To prevent to lose all of your settings and sales data, we recommend you to install the memory protection batteries.


## - REPLACE MEMORY PROTECTION BATTERIES AT LEAST ONCE EVERY YEAR.

## 2. Loading Paper Roll

## To load receipt paper

(1) Open platen arm.

(2) Ensuring the paper is being fed from the bottom of the roll, lower the roll into the space behind the paper.

(3)Put the leading end of the paper over the printer.

(4) Close the platen arm slowly until it locks steadily.


## CAUTION

RISK OF EXPLOSION IF BATTERY IS REPLACED BY AN INCORRECT TYPE. DISPOSE OF USED BATTERIES ACCORDING TO THE INSTRUCTIONS.

## 3．Setting the Cash Register

（1）Plug the power cord of the cash register into AC outlet．
（2）Please choose your language followed by printed message．
（3）When the display shows blinking＂ 0 ＂，such as

## 

Enter current date in Day，Month，Year．
（4）When the display shows blinking＂ 0 ＂，such as

## 谓田－日

Enter current time in Hour，Minute．
（5）Set the mode switch to REG．
（6）Tear off any excess paper．

（7）Replace the printer cover slowly．

＊Default printer definition is receipt printer．

## 4．If you want to use a printer as journal printer

（1）Set printing system as journal．


1


1
CH
（2）Remove the printer cover by lifting up the back．

（3）Press the EEED key until approximately 20 cm of the paper is fed from the register．
（4）Roll the paper onto the take up real a few turns．

（5）Set the left plate of the take up need and place the reel into the register．
（6）Press the EEED key to take up any slack in the pa－ per．
（7）Replace the printer cover slowly．


## 5. To remove receipt paper

(1) Open the platen arm.

(2) Remove the core of the paper.


## 6. To remove journal paper

(1) Remove the printer cover by lifting up the back.

(2) Press the FEED key until approximately 20 cm of the paper is fed from the printer.
(3) Cut off the roll paper.

(4) Remove the take-up ree from the printer and take off the left plate of the reel.
(5) Remove the journal paper from the take-up reel.

(6) Open the platen arm.

(7) Remove the core of the paper.

(8) Load new paper following the instructions "1. To load journal paper".

## 7. Caution (in handling the thermal printer)

1. Never touch the printer head and platen.
2. Unpack the paper just before you use.
3. Avoid heat/ direct sunlight.
4. Avoid dusty and humid places for strage.
5. Do not scratch the paper.
6. Do not keep the paper under the following circumstances: High humidity and temperature/ direct sunlight/ contact with glue, thinner or rubber eraser.

## 8. Basic Programming for QUICK START

## Mode Switch


2. Input the desired add-in tax rate to the appropriate department key.
(This procedure below programs add-in tax rate only. If you want to set add-on tax or tax with special rounding, refer to page 27 of this manual.)
A) Enter 1 and press the ${ }_{\text {SUB }}^{\text {SOTAL }}$ key.
B) Press the $\xlongequal[\substack{\text { Tam } \\ \text { Tam }}]{\text { An }}$ key.
C) Enter tax rate. (Example: For $6 \%$ enter " 6 ", $5.75 \%$ enter " 5.75 ".)
D) Press the appropriate department key.
E) Repeat step B) and C) to set other department key.
F) Press the $\underset{\substack{\text { SUB } \\ \text { TOTAL }}}{ }$ key to end tax programming.

Note: In case of setting the wrong tax rate to the key, please enter 0 and press those department keys above, and quit this procedure by pressing $\underset{\substack{\text { TOTAL }}}{\text { SUB }}$ and start from the beginning of this procedure.

## Example :

Set add-in tax 8\% to department 2, 3, 15\% to department 4 key.
Trax Tart tax program.
$8-$-2 Enter tax rate and press dept key.
$8 \times \mathbf{3}$ Enter tax rate and press dept key.
1554 Enter tax rate and press dept key. $\underset{\substack{\text { SUB } \\ \text { TOTAL }}}{ }$ To end the setting.

Select date format and monetary mode

Setting the tax rates

## Part-1 QUICK START OPERATION

| Procedure | Purpose |
| :---: | :---: |
| 3. In case of accepting two (the Euro and the local) currencies. <br> 3-1. Press the following keys to define the main currency/print out currency of the subtotal. <br> 3 $\square$ SUB TOTAL <br> P3 appears in mode display <br> 2 <br> 4 $\square$SUB <br> TOTAL <br> Euro status <br> Euro Status <br> (1) Main currency = Local, Print out subtotal = Local: 0 <br> (2) Main currency $=$ Euro, Print out subtotal $=$ Euro : 1 $\square$ <br> SUB <br> TOTAL <br> (3) Main currency $=$ Local, Print out subtotal $=$ Both: 2 <br> (to end the setting) <br> (4) Main currency $=$ Euro, Print out subtotal $=$ Both : <br> $3-2$. Press the following keys to set the currency exchange rate against the Euro.$\square$SUB <br> TOTAL <br> $P$ appears in mode display <br> 1 <br> Example: (Exchange rate and decimal position) TOTAL Currency exchange rate $=1$ Euro in local currency <br> (To end the setting) 1 Euro = 1.95583 DM : <br> -The rate within the range of 0.00001 to 999999 . | Setting the Euro |
| 4. In case of becoming to accept the Euro only. <br> You can restrict the registable currency to the Euro only by the following procedure. <br> 1. Turn the mode switch to $Z$ position. <br> 2. Issue all reset report including periodic data. <br> 3. Press the following keys to set. <br> 1 <br> 0 <br> 7 <br> 2 <br> 0 <br> 0 2 $\stackrel{\text { SUB }}{\text { SOTAL }}$ $={ }^{\text {ca/ } / \text { AEATO }}$ If you want to cancel this operation, press $\square$ $\stackrel{\text { SUB }}{\text { TTOL }}$ instead of $={ }^{\mathrm{CA} / \mathrm{ALANT}}$. $\qquad$ | Restricting the Currency to the Euro |
| 5. For Australia only. <br> You can set some programmable options to suit the Australian GST by the following procedure. <br> 1. Turn the mode switch to $Z$ position. <br> 2. Press the following keys to program. $\square$ 1 <br> 2 <br> 0 01 <br> 1 <br> $\stackrel{\text { SUB }}{\text { TOTAL }}$ $=8 /($ Ridit <br> If you want to cancel this operation, press $\square$ SUB TOTAL instead of $=\mathrm{CN} / \mathrm{ANTO}$ | Setting the Australian GST |

## 9. Basic Operation after Basic Programming

## Note:

Whenever an error is generated, the input figures reset to 0 . All printout samples are journal images and the header (date, time and consecutive no.) are eliminated from the samples.

Operation
Printout

| $08-01-2010$ | $08: 55$ |
| :--- | ---: |
| REG | 0001 |
| NS | $\ldots \ldots . \ldots$. | No Sale Symbol




Note that repeat registration can be used with unit prices up to 6 digits long.
9-4 Charge sales
Example

| Unit Price | $\$ 1.00$ | $\$ 2.00$ | $\$ 3.00$ |
| :--- | :---: | :---: | :---: |
| Quantity | 1 | 1 | 1 |
| Dept. | 1 | 2 | 1 |



You cannot perform the amount tendered operation using the CH key.

## 9-5 Split cash/ charge sales

Example

| Unit Price | $\$ 2.00$ | $\$ 3.00$ | $\$ 4.00$ |  |
| :--- | :---: | :---: | :---: | :---: |
| Quantity | 1 | 1 | 1 |  |
| Dept. | 1 | 2 | 1 |  |
| Cash <br> Amount <br> tendered | $\$ 5.00$ |  |  |  |



## 9-6 Corrections

## 9-6-1 Before you press a department key

## Example

1. Entered 400 for unit price by mistake instead of 100 .

Corrections can be made while you are registering the item (before you press a department key), or after it has already been registered into the memory (by pressing a department key).
acc key clears the last item entered.

3. Entered 150 for unit price by mistake instead of 105.
2. Entered unit price first instead of quantity and then pressed $x_{\text {筒鳥 }}$.

## 9-6-2 After you pressed a department key

## Example

1. Entered unit price 550 by mistake instead of 505 and pressed a department key.


Printout

\section*{| 5 | 5 | 0 |
| :--- | :--- | :--- | :--- |}

Wrong entry


Cancels the last item registered.

## 505

Correct entry Registered Department 1


Wrong entry


Cancels the last item registered.


Correct entry Registered Department 2

## 9-7 Registering with currency exchange


Example

| Unit Price | $£ 2.00$ |
| :--- | :---: |
| Quantity | 3 |
| Dept. 1 | 1 |
| Cash Amount <br> tendered | 10.00 Euro |
| Rate | 1 Euro $=£ 0.8$ |
| Main currency | Local $(£)$ |
| Printout of ST | Both currencies |



### 10.0DE

Pressing PD after amount tendered
converts the amount into the Euro. *1


## $2.0 \square$


The change amount in the main currency is shown on the display. *2
*1 If the payment is the same as the subtotal amount, you can omit this

*2 If the payment is less than the subtotal amount, the cash register specifies it as a partial payment and shows the balance in the main currency on the display.

| Printout |  |
| :---: | :---: |
| 08-01-2010 | 09:30 |
| REG | 0010 |
| 3 x | @2.00 |
| DEPT01 | . 6.00 |
| TOTAL | -6.OO-Subtotal in the main currency |
|  | €7.50-Subtotal after conversion |
| EURO | - Payment in the Euro |
| CASH | € 10.00 |
| CASH | -8.00-Payment after conversion |
| CHANGE | -2.00-Change in the main currency |
| EURO CG | €2.50-Change in the sub currency |

## 10. Daily Management Report

This section tells you the procedures to use to produce reports of the transaction data stored in the cash register's memory.

## Important

Remember that when you issue a reset $(Z)$ report, the data that is reported is cleared from the applicable totalizers. To view data without clearing totalizers, issue a read $(X)$ report.

## 10-1 Financial Report



Operation
Printout

|  | 08-01-2010 | 19:10 |  |
| :---: | :---: | :---: | :---: |
| ${ }^{\times}$ | X 0070 |  |  |
|  |  |  | - Read Symbol |
|  | GROSS TOTAL | QT 57 | - Gross Sales No. of items |
|  |  | . 270.48 | - Gross Sales Amount |
|  | NET TOTAL | No 38 | - Net Sales No. of Customers |
|  |  | -271.24 | - Net Sales Amount |
|  | CASH- INDW | -197.57 | - Cash Total in Drawer |
|  | CHARGE-INDW | -18.19 | - Charge Total in Drawer |
|  | CHECK - INDW | $\cdot 45.18$ | - Check Total in Drawer |

## 10-2 Read/Reset Report



* If you want to designate read range, enter date and/ or cosecutive No..

If you want to reset the electronic journal, just press $5 \quad 8==^{\mathrm{CL} / \text { /सwil }}$ in Z mode.

- Journal is saved in the memory and you can take a report any time you want.



## 10-2-3 Periodic Read/ Reset Report



| 12-01-2010 | 20:25 |  |
| :---: | :---: | :---: |
| Z | 1100 | - Periocic Reset Symbol |
| 0010 PERIODIC | ZZ 0001 | - Gross Sales No. of Items <br> - Gross Sales Amount |
| GROSS TOTAL | $\begin{array}{lr} Q T \quad 67 \\ \cdot 270.73 \end{array}$ | - Net Sales No. of Customers <br> - Net Sales Amount |
| NET TOTAL |  |  |

## Part 2

## CONVENIENT OPERATION

## 1. Various Programming

## 1-1 Unit price for Departments

Mode Switch


Example

| Unit Price | $\$ 1.00$ | $\$ 2.20$ | $\$ 11.00$ |
| :--- | :---: | :---: | :---: |
| Dept. | 1 | 2 | 3 |



- Unit prices within the range of 0.01~9999.99.


## 1-2 Rate for percent key

Example

| Discount Rate | $2.5 \%$ |
| :--- | :--- |


(To end the setting)

- The rate within the range of 0.01 to $99.99 \%$.

1-3 To change tax status Tax status for the Departments $1 \sim 20$ are initialized as Non-Taxfor Departments

Example

| Status | Taxable 1 | Taxable 2 |
| :---: | :---: | :---: |
| Depts. | 1 | 7 | able.

## $1 \overbrace{\text { TOTAL }}^{\text {SUB }}$

$P$ appears in mode display


Select key from list A For Dept. 1



Selections
Taxable status 1
Taxable status 2
Taxable status 3
Taxable status 4
Non-taxable status


## 1-4 Status for Department

## Example

| Depts. | Selections |  |  |
| :---: | :---: | :---: | :---: |
|  | A | B | C |
| 1 | 0 | 4 | 1 |
| 2 | 0 | 5 | 1 |

P3 appears in mode display


Normal department
0.51 -2 For Dept. 2 department Maximum No. of Single item sale department Maximum No
digits to be 5 $\stackrel{\text { SUB }}{\text { SOTAL }}$
(To end the setting)

| Selections |  |
| :---: | :---: |
| Normal department 0 | A |
| Minus department 1 |  |
| No limitation for manually entered price.(7digits) Maximum number of digits for manually entered price. <br> ( $1 \sim 7$ digits) | B |
|  |  |
| Normal sales (not a single-item sale) department 0 <br> Set as a single-item sale department 1 | C |

## 1-5 Status for percent key

1-5-1 To change taxable status The percent key is initialized as Non-taxable. for the percent key

## Example

Change Percent key registration as a Taxable status 1.


Select key from list A (For percent key)


| Selections |  |  |
| :---: | :---: | :---: |
| Taxable status 1 | RC/me |  |
| Taxable status 2 | PD |  |
| Taxable status 3 | ${ }^{\text {S }}$ | A |
| Taxable status 4 | CH | A |
| All taxable status (1, 2, 3 and 4) | RC/me ${ }^{\text {P }}$ |  |
| Non-taxable status | ${ }_{[0}^{\text {CHK }}$ |  |

## 1-5-2 Status for percent key

Example

| Round | Up |
| :---: | :---: |
| Percent | $\%+$ |


| Selections |  |
| :---: | :---: |
| Rounding of results produced by Percent Key operation. | A |
| Round off ( $1.544=1.54 ; 1.545=1.55$ ) 0 |  |
| Cut off (1.544=1.54; 1.545=1.54) 1 |  |
| Round up (1.544=1.55; 1.545=1.55) 2 |  |
| Program Percent Key to register discounts (\%-). 0 | B |
| Program Percent Key to register premiums (\%+). | B |

P3 appears in mode display

## 3 SUB total

## 11 图

Select a number from list B


## 1-6 Taxable Status for minus key

Example:
Change minus key registrations as a
Taxable status 1.

The minus key is initialized as Non-taxable.


P appears in mode display

Select key from list A Minus key

## SUB

| SUB |
| :--- |
| TOTAL |

(To end the setting)

| Selections |  |  |
| :---: | :---: | :---: |
| Taxable status 1 | RCme | A |
| Taxable status 2 | PD |  |
| Taxable status 3 | $x^{89 \text { minim }}$ |  |
| Taxable status 4 | CH |  |
| All taxable status (1, 2, 3 and 4) | R/mer |  |
| Non-taxable status |  |  |

## 1-7 General features

## 1-7-1 To set general controls



P3 appears in mode display

elect a number from list A -
rogram code No.




## 1-7-2 To set printing controls



P3 appears in mode display


Program code No.

Select a number from list A
Always " 0 " $\qquad$
Select a number from list $B$ $\qquad$ (To end the setting)

Select a number from list C

| Selections |  | Selections |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Use the printer to print receipts = R Use the printer to print a journal = J |  |  |  |  |
| Print receipt by single/ double height characters. |  |  |  |  |
| Print Total line at finalization |  |  |  |  |
| No | Singl | R | 0 | A |
|  | Single | J | 1 |  |
|  | Double | R | 2 |  |
|  | Double | J | 3 |  |
| Yes | Single | R | 4 |  |
|  | Single | J | 5 |  |
|  | Double | R | 6 |  |
|  | Double | J | 7 |  |


|  | Selections |  |  |
| :--- | :--- | :--- | :---: |
| Print the time on the receipt and jour- <br> nal. |  |  |  |
| Yes | 0 | $\mathbf{B}$ |  |
| No | 4 |  |  |


| Print the consecutive number on the receipt/journal. |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |
| Print the subtotal on the receipt/ journal when the Subtotal Key is pressed. <br> Skip item print on journal. |  |  |  |  |
|  |  |  |  |  |
| No | No | Yes | 0 | C |
|  |  | No | 1 |  |
|  | Yes | Yes | 2 |  |
|  | Yes | No | 3 |  |
| Yes | No | Yes | 4 |  |
|  |  | No | 5 |  |
|  | Yes | Yes | 6 |  |
|  |  | No | 7 |  |

## 1-7-3 To set report printing controls



P3 appears in mode display



| Selections |  |  |
| :---: | :--- | :--- |
| Clear electronic journal memory after <br> Daily Reset Report. |  |  |
| Yes | 0 | $\mathbf{A}$ |
| No | 1 |  |



| Selections |  |  |
| :---: | :---: | :---: |
| Print RF switch mode refund count/ <br> amount on the Daily Read/Reset Re- <br> ports. |  |  |
| Yes | $\mathbf{0}$ | B |
| No | $\mathbf{1}$ |  |

## 1-7-4 Printer switch for Receipt or Journal

Example
To print a journal

The printer is initialized as receipt.


## 1-7-5 Receipt printing character/

 key catch tone

P appears in mode display


| Selections |  |  |
| :--- | :--- | :--- |
| Print receipt with single height. | $\mathbf{0}$ |  |
| Print receipt with double height. | $\mathbf{1}$ | A |



| Selections |  |  |
| :--- | :--- | :--- |
| Key catch tone | 0 | B |
| No key catch tone | 1 |  |

## 1-8 PLU setting

## 1-8-1 Linkage with Departments

Example

| PLU No. | 1 | 100 |
| :---: | :---: | :---: |
| Link dept. No. | 4 | 4 |

3 SUB
P3 appears in mode display


Dept. No. to be linked

| SUB |
| :--- |
| TOTAL |

(To end the setting)

| Selections |  |  |  |
| :--- | :--- | :--- | :--- |
| Linked to dept. 20. | $\mathbf{0}$ | A |  |
| Linked depts. 1~20 respectively. | 1 $\sim$ | $\mathbf{2}$ | $\mathbf{0}$ |$)$

- 500 PLUs can be set.
-When the linked department is not specified, the PLU is linked to department 20.
- Status for a single-item sale and tax status are followed the specified linked department.


## 1-8-2 Unit Prices

 for PLUsExample

| PLU No. | 1 | 2 |
| :---: | :---: | :---: |
| Unit Price | $\$ 1.00$ | $\$ 3.00$ |

1 [sion
$P$ appears in mode display

$1000={ }^{\text {CA/ANTI }} /$ TEND
Unit Price
2 PLU
PLU No.


Unit Price

$\square$
(To end the setting)

- Unit prices within the range of $\$ 0.01 \sim 9999.99$.


## 1-9 Setting the Tax Rate and rounding

P3 appears in mode display

*1 Program set code No. for Tax rate 2 is 0225 Tax rate 3 is
0 3 25
Tax rate 4 is 0425.

- You can use either an add-on rate tax or an add-in rate tax (VAT), depending on the requirements in your area. You can specify only one tax rate.
-The normal rounding specification tells the cash register how to round tax amounts to the proper number of decimal places.
-The special rounding specification and Danish rounding tell the cash register how to round off subtotals and totals so that their rightmost 2 digits are 00 and 50.
- Note that the rounding specification you program for your cash register depends on the tax laws of your country.

|  |
| :---: |
|  |
| T |
| 9 |



Special rounding specifications for subtotal and total amounts


See page 20 (department key), 21 (percent key), 22 (minus key) to change the fixed tax status.
*2: In case of defining Danish rounding, the Euro should be set to the sub currency and the local to the main currency.

## 1-10 To control Tax Status printing

## Mode Switch



PGM


Program set code No.


To end the setting)



## 1-11 To program department, PLU, clerk name, receipt message

1-11-1 Simple character list fror

You can set department and PLU name by using a simple character list fror HELP

## Mode Switch



## 1-1. Issue category list.

12 HEP


## 1-2. Issue category list.

412 HER


## 2-1. Programming department name.

Example $\begin{array}{|l|c|c|}$\cline { 2 - 3 } \& Department \& 2 <br> 8 <br> \cline { 2 - 4 } \& Name \& JEWELRY\end{array}$]$ SHOES


P2 appears in mode display

| 4 | 0 | 1 | -2 |
| :--- | :--- | :--- | :--- |




## 2-2. Reset department name.

| Department | 2 |
| :--- | :---: |
| Name | DEPT01 |
| Character code | 0 |

P2 appears in mode display
$0-2$

## 2-3. Programming department PLU



## 2-4. Reset PLU name.

| PLU(1-1200) | 30 |
| :--- | :---: |
| Name | PLU0030 |
| Character code | 0 |



P2 appears in mode display
$30 \mathrm{PLU}-0==^{\mathrm{CA} / \mathrm{ANTO}}$
(To end the setting)

## 1-11-2 Character keyboard

(1) Double size key

Use this key to specify the next character to a double sized character. You must press this key before each double sized character.
(2) Alphabet keys

Use these keys to input characters. Refer to the next page to enter characters.
(3) Right arrow key

Use this key to input the character located on the same alphabet key. This key is also used for inputting a space.
(4) Delete key

Use this key to delete character just entered.
(5) PLU key

Use this key to input PLU code.
(6) Department keys

Use this key to specify department.
(7) Department shift key

Use this key to shift department.
(8) Clerk number key

Use this key to input clerk number.

In the PGM 2 mode, the keyboard becomes character setting keyboard illustrated below after specifying a department, a PLU, or a clerk.

(9) Receipt message number key ( CH key).
Use this key to program receipt message.
 Use this key to terminate character programming.

> (11) Character program key ( ${={ }^{\text {CC/ ARETO }}}_{\text {key) }}^{\text {Use this key to program the PLU / clerk }}$ characters just entered before.

## 1-11-3 Programming department name

## Example

| Department | 1 | 7 |
| :---: | :---: | :---: |
| Name | DAIRY | HBA |

up to 8 (4 double sized) characters


## Part-2 CONVENIENT OPERATION

## 1-11-4 Programming PLU name

Example

| PLU (1 ~500) | 1 | 50 |
| :---: | :---: | :---: |
| Name | DAIRY | HBA |

up to 8 (4 double sized) characters


PLU No.


50 RU
PLU No.
$\frac{1}{R} \quad \rightarrow$ refer to 1-11-7

## 44

$\stackrel{H}{H}$

$\rightarrow$ refer to 1-11-7

## 1-11-5 Programming clerk name

Example

| Clerk (1~8) | 1 | 5 |
| :---: | :---: | :---: |
| Name | JOHN | KATE |

up to 8 (4 double sized) characters



Clerk No.


SUB
(To end the setting)

## 1-11-6 Programming receipt message

Example

| Line $(1 \sim 5)$ | 2 |
| :---: | :---: |
| Message | THANK YOU |

up to 24 (12 double sized) characters


2 CH
Line No.

(To end the setting)

| 1-11-7 Alphabetical | Characters are assigned to each numeric key. You can enter "A" by <br> pressing 8 once, "B" twice, "C" three times ... |
| :--- | :--- |
|  | The following tables indicate character assignment and the depression <br>  <br>  <br> numbers of the key to enter the appropriate character. |




## 1-12 Printing to read All Preset Data

- Printing preset data.



## Mode Switch



1-12-2 Printing preset PLU settings


Stop printing by SUB SUB

## 2. Various Operations

## 2-1 Registration using preset price for Departments.


(Programming: See page 20)


## 2-2 Single-Item Sales

(Programming: See page 21)
50
Example 1:

| Status | Single item sale |
| :---: | :---: |
| Unit Price | $\$ 0.50$ |
| Quantity | 1 |
| Dept. | 1 |


| 08-01-2010 | 15:45 |
| :---: | :---: |
| REG | 0041 |
| DEPT01 | . 0.50 |
| CASH | . 0.50 |

For this example, Dept. 1 is programmed for a single-item-sale.


Single-item sale cannot be finalized if an item is registered previously.

## 2-3 Check sales



## Part-2 CONVENIENT OPERATION

## 2-4 Split cash/ check sales

| Example |
| :--- |
| Unit Price |$\$ \$ 30.00|\$ 25.00|$| Quantity | 1 |
| :---: | :---: |
| Depts. | 2 |



| $08-01-2010$ | $16: 15$ |
| :--- | ---: |
| REG | 0044 |
|  |  |
| DEPT02 | $\cdot 30.00$ |
| DEPT03 | $\cdot 25.00$ |
| TOTAL | 55.00 |
| CASH | $\cdot 20.00$ |
| CHECK | $\cdot 35.00$ |

## 2-5 Post receipt issuance

Example

| Unit Price | $\$ 1.00$ | $\$ 2.00$ |
| :---: | :---: | :---: |
| Quantity | 1 | 1 |
| Depts. | 1 | 2 |
| Cash amount <br> tendered | $\$ 5.00$ |  |

You can issue a post receipt after finalizing a transaction by pressing
Note that all of the following condition must be satisfied:

- Print "receipt" option is selected.
- Paper Saving mode must be "ON".


\section*{| 1 | 0 | 0 | +1 |
| :--- | :--- | :--- | :--- |
| 2 | 0 | 0 | -2 |
|  |  |  | -59 |}

## Note:

You can issue only one post receipt per transaction.

| (Post receipt) |  |
| :--- | ---: |
| $08-01-2010$ | $16: 25$ |
| REG | 0045 |
|  |  |
| DEPT01 | $\cdot 1.00$ |
| DEPT02 | -2.00 |
| TOTAL | $\mathbf{3 . 0 0}$ |
| CASH | .5 .00 |
| CHANGE | .2 .00 |

If the transaction contains more than 40 lines (including receipt header), then the total formatted post receipt is issued.
(Total formatted post receipt)

| $08-01-2010$ | $16: 25$ |
| :--- | ---: |
| REG | 0045 |
|  |  |
| CASH | $\mathbf{3 . 0 0}$ |

## 2-6 Refund

Mode Switch


Operation
Printout


| $08-01-2010$ |
| :--- |
| RF |
| DEPT02 |
| DEPT03 |
| CASH | | $16: 55$ |  |
| ---: | ---: |
| 0050 | Refund Mode |
|  |  |
| 1.00 |  |
| 2.00 |  |
| Indicator |  |

After you finish RF mode operation, be sure to return the Mode Switch to the REG (register) setting.

## 2-7 PLU operation



## 2-7-1 PLU registration


(Programming: See page 26)
Example

| PLU No. | 1 | 2 |
| :---: | :---: | :---: |
| Unit Price | $\$ 1.00$ | $\$ 2.00$ |
| Quantity | 2 | 4 |
| Depts. | 1 | 1 |
| Cash amount <br> tendered | $\$ 10.00$ |  |

Mode Switch


## 2-8 Other registrations



2-8-1 Reading the Time
and Date


Display


- Flashes per second



Example
Current date = 8, January 2010


- Enter current date in 6 digits.
- Enter the last 2 digits for year set. ( $2010 \rightarrow 10$ )
- If you have changed the date order (refer to page 12), enter date of that order.


## 2-8-2 Paid out from cash in drawer



## 2-8-3 Cash received on account

## 2-8-4 Registering identification numbers



A reference number or ID number of up to 8 digits can be registered prior to any transaction.


## 2-8-5 Reduction on subtotal

## Example:

Amount due reduced by $\$ 0.50$.


## Part-2 CONVENIENT OPERATION

## 2-8-6 Premium/ Discount

2.5\% premium/discount (programmed to \% key) applied to first item.
-7\% premium/discount applied to transaction total. -For programming the \% key as percent minus or percent plus, see page 22. -For programming percent rate, see page 20.


## 2-9 Cashier

 Assignment(Programming: See page 23)

Mode Switch
In any mode
REG, RF, CAL,
X or Z,
except PGM

Cashier assignment system is used to control each cashier (or clerk) sales total. When you select this function on page 23, you can get 8 cashiers (or clerk) sales data.
Cashier assignment must be performed prior to starting registration or any other operation, except Program mode.


- Currently assigned cashier (or clerk) ID number is printed on the receipt or journal for each transaction.
- The assigned clerk memory number is automatically signed off when the mode key is set to OFF position.
- The assigned cashier (or clerk) sales totals with ID number are printed on the receipt or journal when you perform daily X/Z sales report.


## CALCULATOR FUNCTION

## 1-1 Calculation examples


$5+3-2=$
$(23-56) \times 78=$
$(4 \times 3-6) \div 3.5+8=$ $12 \%$ on 1500

While registering at REG mode, you can switch to CAL mode and then return to REG mode to resume the registration.


## 1-2 Memory recall

Recalls the current amount onto the display.

- during registration: current subtotal
- registration has been completed: the last amount
Operation
Display


## On REG mode

On CAL mode
Example:
Divide the current subtotal $\$ 30.00$ at REG mode by 3 (to divide the bill between 3 people).

10000


Memory recall
Recalls the current result by pressing ra/mpkey at CAL mode on the display.

On REG mode

Example:
Recall the current result at CAL mode during registration, and register the cash amount due for each person.

| Operation |  | Printout |  |
| :---: | :---: | :---: | :---: |
|  | Re/ $/$ MR $={ }^{\text {CA/ ANENO }}$ | DEPT01 | - 10.00 |
|  |  | DEPT02 | - 10.00 |
|  |  | TOTAL | $\cdot 30.00$ |
|  | M $\mathrm{MR}=\mathrm{T}_{\text {TEND }}$ | CA | - 10.00 |
|  | Memory recall | CA | - 10.00 |
| mode during | Memory recall | CA | -10.00 |
| amount due |  | CG | . 0.00 |

## 1-3 Setting for calculator operation

## Mode Switch



| - Selections |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  <br>  <br> Print No. of Equal key operations on General Control X and Z reports. |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Yes | No | No | 0 | A |
|  |  | Yes | 1 |  |
|  | Yes | No | 2 |  |
|  |  | Yes | 3 |  |
| No | No | No | 4 |  |
|  |  | Yes | 5 |  |
|  |  | No | 6 |  |
|  | Yes Y | Yes | 7 |  |

*Drawer does not open during registration procedures even if you


## USEFUL INFORMATION

## 1. Troubleshooting

## 1-1 If the following things happen

|  | Symptom/Problem | Most common causes | Solutions |
| :---: | :---: | :---: | :---: |
| 1 | E01 appears on the display. | Changing modes without completing transaction. | Return mode switch to where it stops buzz- <br>  |
| 2 | E08 appears on the display. | Sign on operation is not performed. | Prior to starting registration of any other operation, press 1 ~ 8 and then |
| 3 | E10 appears on the display. | Printer head (platen arm) is opened or no papaer roll. | Close the platen arm firmly or enter paper roll. |
| 4 | E90 appears on the display. | Totals remain in the memory. | Issue the general control reset report, periodic reset report and PLU reset report. |
| 5 | E81 appears on the display. | Electronic journal memory becomes/ is full. | Issue electronic journal reset report. (refer to page 18) |
| 6 | No date on receipt. Paper is not advancing enough. | Printer is programmed as a journal. | Program printer to print receipts. |
| 7 | Drawer opens up after ringing up only one time. | Department is programmed as a single item dept. | Program the dept. as a normal dept. |
| 8 | Not clearing totals at end of day after taking report. | Using X mode to take out reports. | Use Z mode to take out reports. |
| 9 | Programming is lost whenever register is unplugged or there is a power outage. | Bad or no batteries. | Put in new batteries. |
| 10 | Register is inoperative. Can't get money out of drawer. | No power. | Pull lever underneath register at rear. |

## 1-2 In case of power failure

If the power supply to the cash register is cut by a power failure or any other reason, simply wait for power to be restored. The details of any ongoing transaction as well as all sales data in memory are protected by the memory backup batteries.

- Power failure during a registration

The subtotal for items registered up to the power failure is retained in memory.You will be able to continue with the registration when power is restored.

- Power failure during printing a read/reset report

The data already printed before fhe power failure is retained in memory. You will be able to issue a report when power is restorted.

- Power failure during printing of a receipt and the journal

Printing will resume after power is restored.A line that was being printed when the power failure occurred is printed in full.

- Other

The power failure symbol is printed and any item that was being printed when the power failure occurred is reprinted in full.

## 1-3 When the $L$ sign appears on the display

## About the low battery indicator...

The following shows the low battery indicator.

## L 日回

If this indicator appears when you switch the cash register on, it can mean one of three things:

- No memory backup batteries are loaded in the cash register.
- The power of the batteries loaded in the unit is below a ceratain level.
- The batteries loaded in the unit are dead.

To clear this sign, press ac d key.

## Important!

Whenever the low battery indicator appears on the display, load a set of 2 new batteries as soon as possible. If there is a power failure or you unplug the cash register when this indicator appears, you will lose all of your sales data and settings.

## BE SURE TO KEEP THE POWER CORD OF THE CASH REGISTER PLUGGED IN WHENEVER YOU REPLACE THE BATTERIES.

## 2. Specifications

## INPUT METHOD

Entry: $\quad 10$-key system; Buffer memory 8 keys (2-key roll over)
Display (LED): Amount 8 digits (zero suppression); Department/PLU No.; No. of repeats

## PRINTER

Receipt: 12 digits (Amount 10 digits, Symbol 2 digits)
(or Journal) Automatic paper roll winding (journal)
Paper roll: $\quad 58 \mathrm{~mm} \times 80 \mathrm{~mm} \varnothing$ (Max.)

## CALCULATIONS

Entry 8 digits; Registration 7 digits; Total 8 digits
CALCULATOR FUNCTION
8 digits; Arithmetic calculations; Percent calculations
Memory protection batteries:
The effective service life of the memory protection batteries 2 (UM-3, or R6P (SUM-3) type batteries) is approximately one year from installation into the machine.
Power source/Power consumption: See the rating plate.
Operating temperature: $0^{\circ} \mathrm{C}$ to $40^{\circ} \mathrm{C}\left(32^{\circ} \mathrm{F}\right.$ to $\left.104^{\circ} \mathrm{F}\right)$
Humidity: $\quad 10$ to $90 \%$
Dimensions/Weight: $188 \mathrm{~mm}(\mathrm{H}) \times 330 \mathrm{~mm}(\mathrm{~W}) \times 360 \mathrm{~mm}(\mathrm{D})$ with $S$ drawer 4 kg with S drawer $205 \mathrm{~mm}(\mathrm{H}) \times 410 \mathrm{~mm}(\mathrm{~W}) \times 450 \mathrm{~mm}(\mathrm{D})$ with M drawer 8 kg with M drawer

Specifications and design are subject to change without notice.

## When the cash drawer does not open!

In case of power failure or the machine is in malfunction, the cash drawer does not open automatically. Even in these cases, you can open the cash drawer by pulling drawer release lever (see below).


## Important!

The drawer will not open, if it is locked with a drawer lock key.

Laite on liitettävä suojamaadoituskostkettimilla vaurstettuun pistrasiaan
Apparatet må tiloples jordet dtikkontakt
Apparaten skall anslutas till jordat nätuttag

This mark applies in EU countries only.


Please keep all information for future reference.

## CASIO.

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[^0]:    Weld lines
    Lines may be visible on the exterior of the product. These are "weld lines" that result from the plastic molding process. They are not cracks or scratches.

