

# **NT1081**

## **OPERATING MANUAL**

*CODE:NT-1081*

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## **NOTICE**

The information and specifications in this manual are subject to change without notice.

While every precaution has been taken to make this manual accurate, the Manufacturer shall not be liable for any errors or omissions, nor for any damages resulting from the use of the information herein.

This manual may not be copied or transmitted by any means, in whole or in part, without prior written consent from the Manufacturer.

## **FEDERAL COMMUNICATIONS COMMISSION NOTICE**

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to section 1 in Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment.

This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause disruptive interference of radio communications. Operation of this equipment in a residential area is likely to cause interference, in which case the user will be required to correct the problem at his own expense.

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NOTICE

FEDERAL COMMUNICATIONS COMMISSION NOTICE

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# Overview of Steps Required to Use This Cash Register

## 1. Understand your cash register.

Before using your cash register, check the specifications and part names, and confirm the precautions for using it.

→ See Chapter 1 "Before Starting Operations."

## 2. Install your cash register.

Place the cash register in a location near a wall outlet and plug the power cord into the outlet.

→ See section 2.1 "Installing the Cash Register."

## 3. Initialize the cash register

Initialize the cash register's memory, before programming the cash register.

→ See section 2.2 "Initializing Your Cash Register."

## 4. Install the paper roll.

Install paper rolls for the receipt and journal correctly.

→ See section 2.3 "Installing and Removing a Paper Roll."

## 5. Program your cash register.

Program certain items for your store into the memory of the cash register, for example, the taxes levied on the item, the functions of the keys and so on.

→ See Chapter 3 "Programming."

## 6. Operate the cash register.

Perform the sales transaction according to your programming.

→ See Chapter 4 "Cash Register Operation",  
Chapter 5 "Making Correction."

## 7. Check and reset the sales information.

Review and reset the daily sales information. You can also check the information. After resetting the information, you can enter the new information from the next day.

→ See Chapter 6 "Checking and Resetting the Sales Information"

# 1 Before Starting Operations

This chapter describes the specifications, precautions and part names of this cash register.

## 1.1 General Specifications

Item	Description
Power source	AC117V, 220V, 230V or 240VAC $\pm 10\%$ Depends on the country
Power consumption	10W
Ambient operating temperature	32°F to 140°F (0°C to 40°C)
Memory	LSI
Memory back-up time	Approx. 500 hours
Printer	Epson M42 serial printer
Printing speed	Average 2.2 lines per sec.
Paper roll	Width 57.5 mm (2.26 inches) Max diameter 70 mm (2.75 inches)
External dimensions	Standard Drawer : 350 mm (W) x 405 mm (D) x 248 mm (H) (13.7" (W) x 15.9" (D) x 9.7" (H)) Deluxe Drawer : 410 mm (W) x 415 mm (D) x 258 mm (H) (16.1" (W) x 16.3 (D) x 10.1(H))
Weight	6.0kg (13.2 lb)

## 1.2 Precautions

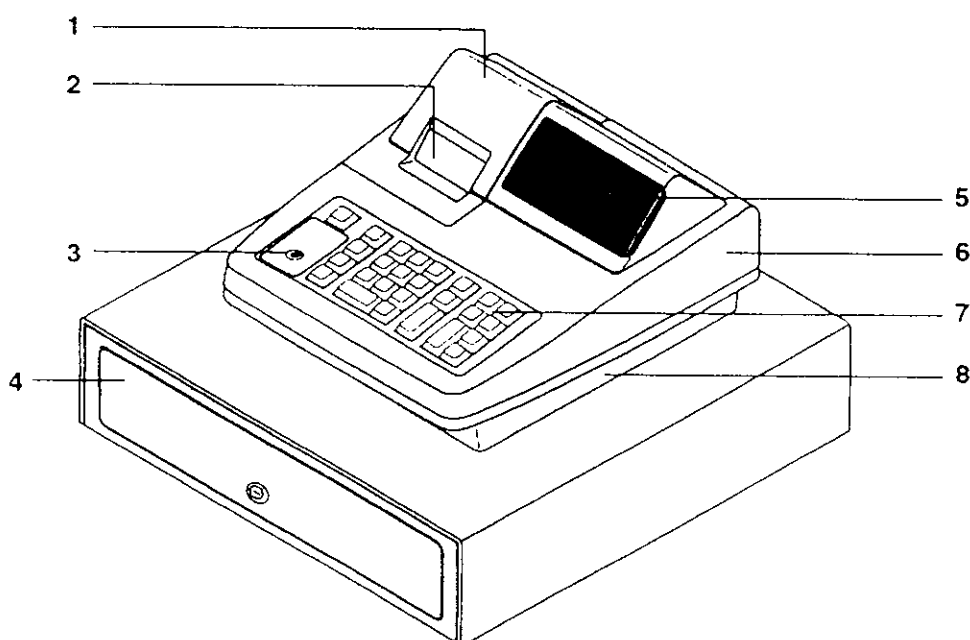
Please note the following items before using the cash register.

- Avoid using the cash register in the following conditions:
  - Exposed to direct sunlight or water
  - Hot or humid environments
  - Near equipment that generates strong electromagnetic fields
  - Anywhere there may be sudden changes in temperature
- Do not touch the cash register if your hands are wet.
- If the register malfunctions, do not attempt to repair the cash register by yourself.
- Plug your cash register into any standard wall outlet. Other electrical devices on the same circuit may damage the cash register.
- The main outlet for this cash register must be located near the unit and easily accessible.
- The main outlet for this cash register must be located near the unit and easily accessible

### 1.3 Part names and Functions

This section shows part names and describes the function of each part of the cash register.

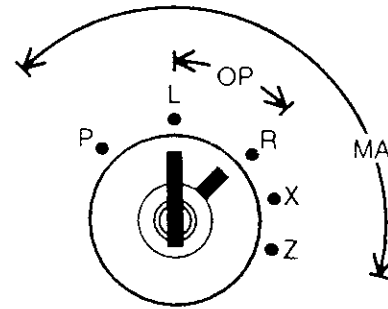
#### ■ An External View



Part names	Functions
1. Printer cover	This cover protects the printer.
2. Receipt dispenser	This is where the receipt comes out.
3. Control lock	The control lock allows you to change cash register modes.
4. Drawer	This drawer is used to store cash, checks, coupons, etc. There is a lock on it. Lock or unlock with the drawer open key which came with this cash register.
5. Display	This display shows the price, total, change due, department codes and various types of symbols during sales transaction.
6. Machine cover	The cover protect the electronic contents.
7. Keyboard	The keyboard includes 13 function keys which allow you to perform various functions. There are also 2 department keys and 11 numeric keys.
8. Bottom Cover	This is used to install power unit, printer and etc.,

## ■ Control Lock

The control lock allows you to change the cash register mode. Your register is equipped with five modes. The cash register is always in one of these five modes for any operation. To change modes, use the manager's key (marked with "MA") and the operator's key (marked with "OP") which came with this cash register. Insert the manager's key or the operator's key into the control lock and turn it to a required position. The manager's key can select any mode. The operator's key can select the "L" or "R" positions.



MA: Area the manager's key can access

OP: Area the operator's key can access

The following table shows the modes the cash register is equipped with.

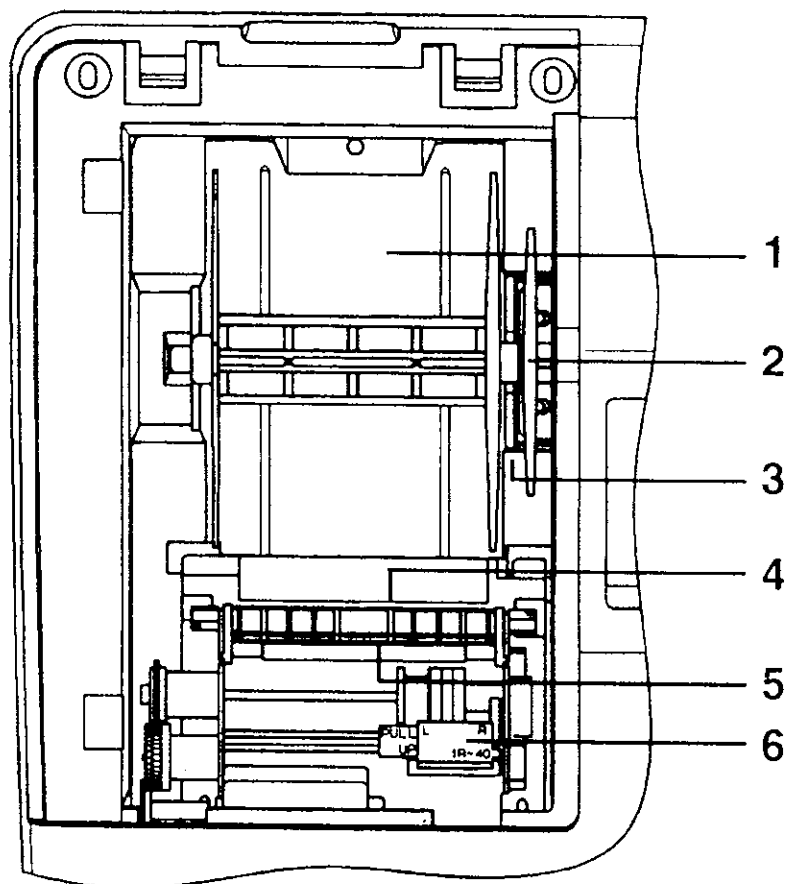
Mark	Mode Name	Functions
P	Program mode	Used to programming various cash register functions.
L	Lock mode	Used to turn off the cash register. This mode disables all operations.
R	Register mode	Used for normal checkout operations.
X	Read mode	Used to print sales information reports.
Z	Reset mode	Used to read and reset the sales information.



## 1 Before Starting Operations

### ■ Printer

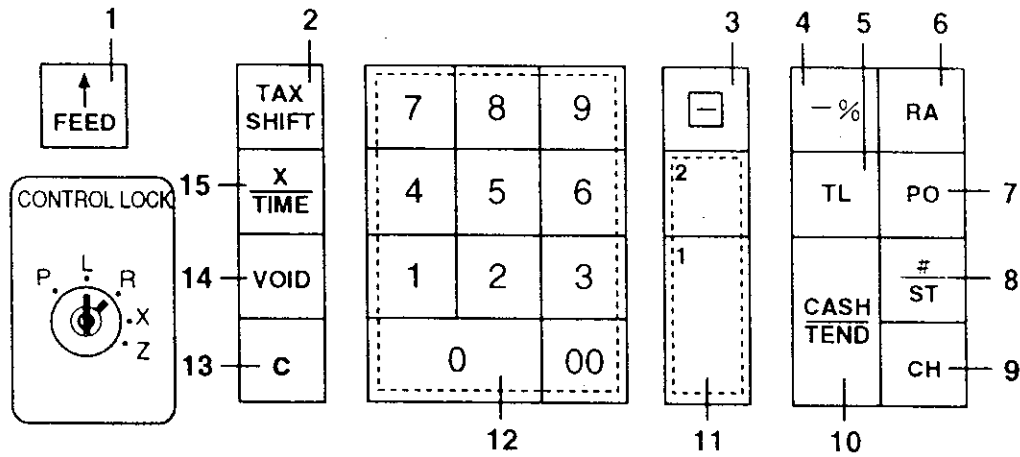
The figure below shows the printer with the cover removed.



Part names	Functions
1. Roll paper location	The paper roll for record keeping (the journal) or receipts is located here.
2. Take-up reel	Used to take up the paper used for record keeping (the journal).
3. Support	Allows the take-up reel to rotate.
4. Paper entrance	The end of paper is inserted into the printer here.
5. Paper exit	The paper exits here.
6. Ink roller	Used to supply ink to the printer.

## ■ Keyboard

The figure below shows the keyboard for this cash register.



Name	Abbreviation	Functions
1. Paper feed Key	<b>↑</b> <b>FEED</b>	Used to advance the receipt paper.
2. Tax shift Key	<b>TAX</b> <b>SHIFT</b>	Used when non tax linked department is temporary to be registered for tax item or tax linked department is temporary to be registered for non tax item.
3. Minus Key	<b>—</b>	Used to discount sales amount.
4. Minus percent Key	<b>— %</b>	Used to give a discount as a percentage of the price of an item.
5. Total Key	<b>TL</b>	Used to display total amount included tax/percentage.
6. Received on account Key	<b>RA</b>	Used to register money receive on account. This key is also used for programming.
7. Paid out Key	<b>PO</b>	Used to register a non-sales amount of cash removed from the drawer. For example, you can register an amount of petty cash when the store opens. This key is also used for programming.
8. Non add/sub total Key	<b>#</b> <b>ST</b>	Used to display sub-total excluded tax amount for percent computation. Used to open drawer without registration. Used to print customer charge number.

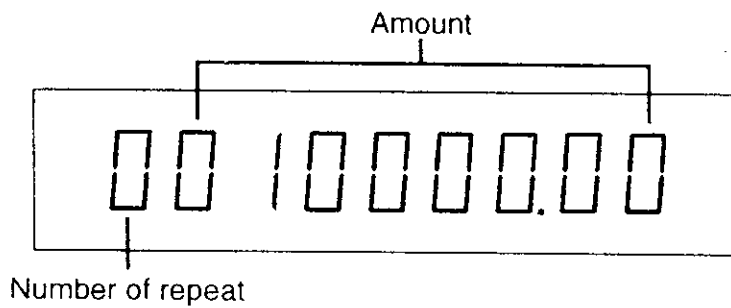
## 1 Before Starting Operations

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Name	Abbreviation	Functions
9. Charge Key	<b>CH</b>	Used to finalize charge sales transaction.
10. Cash/Tender Key	<b>CASH</b> <b>TEND</b>	Used to register the amount of cash tendered by the customer, complete the sales transaction and display the amount of change due. This key is also used for issuing reports.
11. Department Keys	<b>1,2</b>	Used to classify which department the transaction is for. Used to repeat the department registration.
12. Numeric Keys	<b>1 to 00</b>	Used for entering numbers.
13. Clear Key	<b>C</b>	Used to clear an error that displays the error code "E" or an amount you entered mistakenly.
14. Void key	<b>VOID</b>	Used to void an amount you have entered and stored.
15. Multiplication/Time Key	<b>X</b> <b>TIME</b>	Used when register multiple items. Also used to display the current time and for programming.

## ■ Display

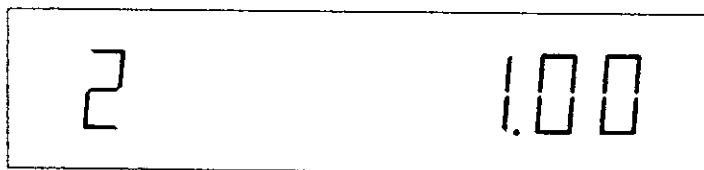
Your cash register has seven-segment display. This display prices, subtotals, change due, status codes and so on. The display can show up to nine digits. The figure below shows the display positions for each type of item.



### Examples of display conditions



Shows a sale from Department 1.



Shows that two of the same item are being sold.

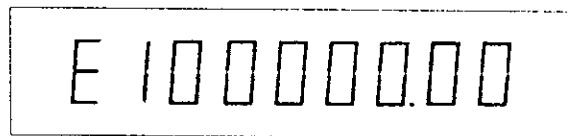
## 1 Before Starting Operations

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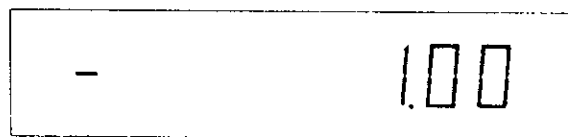
### Examples of status symbols

Your register has five types of status symbols: "E", "-", "=", "[", and "□". Each symbol is displayed as shown below:

Appears when an error, such as an overflow, occurs.



Appears when void operation.



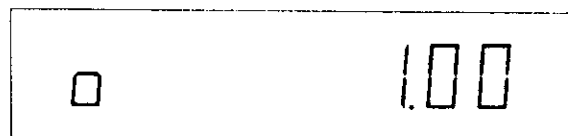
Appears when finalize the transaction. For example, single item cash sale, charge and **CASH/TEND** operation.



Appears when the amount received from a customer is more than the sales total.



Appears when the cash register calculates the subtotal after pressing the **#/ST,TL** Key or when the amount received from a customer is less than the sales amount.



# 2 Setting Up

This chapter explains what steps are required before programming the cash register.

## 2.1 Installing the Cash Register

To install the cash register:

1. Place the cash register in a location near a wall outlet.

### CAUTION

- Be sure not to locate the cash register in any of the conditions described in section 1.2, "Precautions".
2. Insert the manager's key (marked with "MA") into the control lock and turn it to the "P" position.
  3. Plug the power cord into the outlet.
  4. Make sure that the register display reads "0,".
  5. Turn the manager's key to the "L" position to turn off the display.

## 2.2 Initializing Your Cash Register

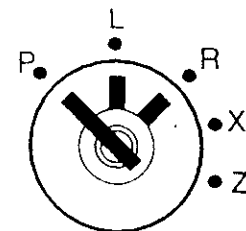
Before programming the cash register, you must initialize the cash register's memory.

### CAUTION

- Do not perform the following steps during programming or normal operation. These steps will clear all of the settings you have programmed and erase all sales information in the register.

To initialize the cash register:

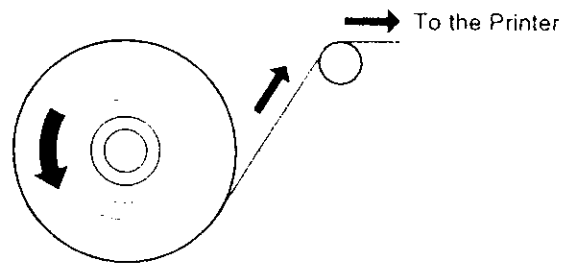
1. Turn the manager's key to the "L" position.
2. Remove the power cord from the outlet.
3. Turn the manager's key to the "P" position.
4. Plug the power cord while pressing the **C** Key and hold the key down for at least two seconds. When you release the key, "-", will appear on the receipt. At this point, the register has been initialized.
5. Turn the manager's key to the "L" position to turn off the display.



## 2.3 Installing and Removing a Paper Roll

This section describes how to install and remove a paper roll. Before installing a paper roll, be sure to do the following to avoid causing a paper jam:

- Orient the paper roll so that it rotates in a counterclockwise direction, as shown in **Fig.1**.

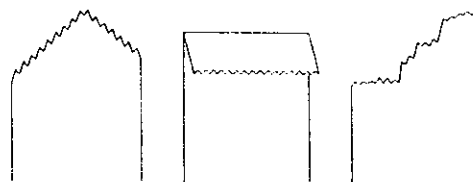


**Fig.1**

- The end of the paper which will be inserted into the printer must look like the one shown in **Fig.2**. Do not insert a paper end that looks like the ones shown in **Fig.3**.



**Fig.2**



**Fig.3**

### Installing a Paper Roll

To install a paper roll:

1. Make sure the control lock is in the "R" position.
2. From the front of the cash register, grab the rear of the printer cover and lift it up.

3. Load the paper roll into the paper roll location.
4. Insert the end of the paper into the paper entrance. (See Fig.4).
5. Press and hold the **FEED** Key until the paper comes out of the printer

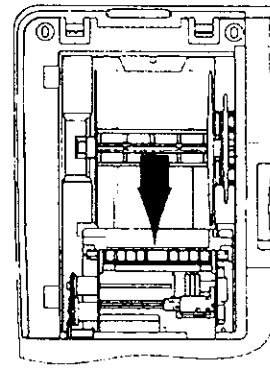


Fig.4

When you have finished installing the paper roll, close the printer cover.

### Removing a Paper Roll

When the paper begins to have a red area on it, replace the paper roll.

To remove the paper roll:

1. Turn the control lock to the "R" position.
2. Open the printer cover.
3. Cut the paper near the roll and remove the remaining paper on the roll.
4. Press and hold the **FEED** Key until the remaining paper comes out of the printer.



# 3 Programming

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This chapter presents the instructions for programming your cash register.

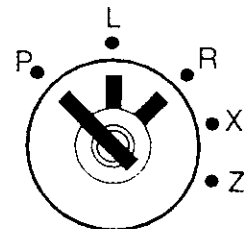
## 3.1 Before Programming

Before using your cash register, you must program certain items for your store into the memory of the cash register. Your cash register allows you to enter , the taxes levied on the item, and other useful functions. The instructions for programming are explained the following sections.

When you have finished all the programming you need to do, you can check the contents of your program.

The following things must be done before programming:

- Initialize the memory. See section 2.2, "Initializing Your Cash Register."
- To select the "Program mode," insert the manager's key into the control lock and turn it to the "P" position. For more information about the control lock, see the "Control Lock" in section 1.3, "Part Names and Functions".



If the cash register hangs during programming, reset the cash register computer system as follows:

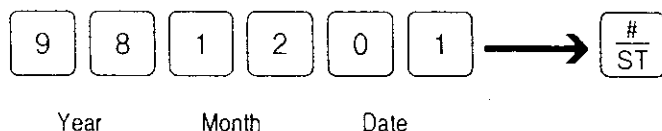
1. Turn the manager's key to the "L" position.
2. Remove the power cord from the outlet.
3. Turn the manager's key to the "P" position.
4. After waiting at least five seconds, plug in the register.

## 3.2 Setting the Date and Time

This section explains how to set the current date and time. Your cash register has a clock/calendar memory. Once you set the date and time, you do not need to change the settings.

### Setting the Date

The following example shows how to enter "December 1st 1998."

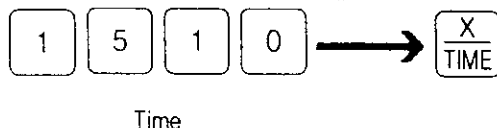


#### NOTE

- Enter the year, month and date in that order.
- If necessary, press the **C** Key to clear the display contents.

### Setting the Time

The following example shows how to set the time to "15:10".



#### NOTE

- When you want to set the time to 3:10 PM, enter "1510". Do not enter "310".
- To clear the time, press the **C** Key.

### Confirmation of setting time

- 1) Set the control lock to "R" position.
- 2) Press the **X/TIME** key and the time is displayed.

- To clear the time display, press **C** key.

## 3.3 Setting Department Function Flags

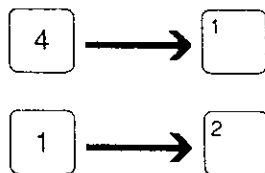
Function flags are flags to impose limitations on the use of each Department Key. Flag have some options to be selected.

To set the function flag for a department, use the numeric keys to enter the option number you want flag and then press the Department Key. In the default setting **(N)** is zero.

**N** → a Department Key

Press:	To:	
0	Non tax	Itemized cash sales
1	Add tax 1	Itemized cash sales
2	Add tax 2	Itemized cash sales
3	Add tax1 and tax2	Itemized cash sales
4	Non tax	Single item sale
5	Add tax 1	Single item sale
6	Add tax 2	Single item sale
7	Add tax1 and tax2	Single item sale

The following example shows that Non tax, Single item sale in Department 1 and Add tax 1, Itemized cash sales in Department 2.



## 3.4 Tax Programming

The following steps (1~3) will program the tax rate simultaneously. The display indicates "[ " on the left side after the programming is completed.

### (STEP1) Select TAX mode

To assign a taxation system to a tax (TAX1-TAX2), enter the tax number (1-2), press the **TAX/SHIFT** Key, enter the number for the taxation system you want and then press the **RA** Key.

**N1**  
 Select an option from  
 the table shown below.

→
 

TAX  
SHIFT

 →

**N2**  
 Select an option from  
 the table shown below.

→
 

RA

Numbers	Press:	To:
<b>N1</b>	1	Select TAX1
	2	Select TAX2
<b>N2</b>	1	Select Add-on tax
	2	Select VAT
	3	Select Tax table
	4	Select Manual tax

### (STEP2) Setting the Non Taxable Limit Amount

To set the Non Taxable Limit Amount, enter the Amount and press the **RA** Key.

**NNNN MM** → **RA**

Tax rate (N:Max. 4 digits integer M:2 decimals)

### (STEP3) Setting the Tax Rate

To set the tax rate for a tax (TAX1-TAX2), enter the rate and press the **RA** Key. Up to 99.9999% can be entered for the tax rate.

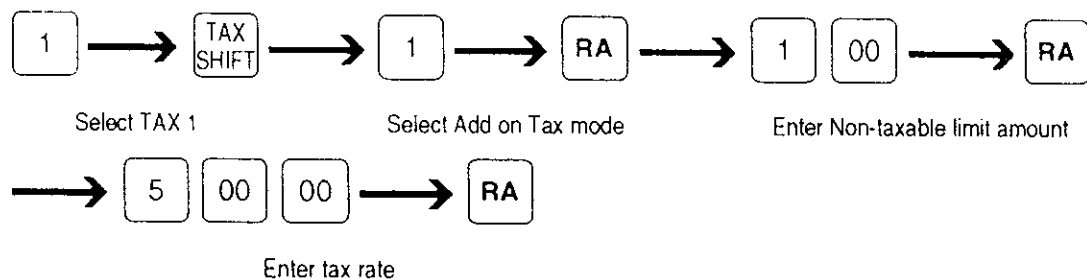
**NN MMMM** → **RA**

Tax rate (N:Max. 2 digits integer M:4 decimals)

### 3 Programming

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The following example shows how to add on tax rate 5%, Non-taxable limit amount US Dollar 1.00 in Tax1.



### Entering a Tax Table

If you select the “tax table system” for a tax number (TAX1-TAX2), you must enter a tax table for that tax. Enter the tax table provided by the local tax office.

#### About tax tables

A Tax table is a table which lists the applicable taxes for the amount of a sale. These can include city, state and federal taxes. The table lists sales amount ranges, and the tax to be levied on each amount, as a range of sales prices. Your cash register enables you to enter this table and then it will automatically calculate the tax.

The following table is an example of a state tax table.

Tax Break Value	Sales Amount		Tax to be collected
	Lower	Upper	
	0	14	0
	(E) 15	37	1
	38	62	2
	63	87	3
	88	112	4
	113	142	5
	143	178	6
	179	212	7
	213	242	8
(F) 23	(A) 243	271	(B) 9
25	272	299	10
25	300	328	11
25	329	357	12
30	(C) 358	385	(D) 13
36	386	414	14
34	415	442	15
30	(G) 443	471	(H) 16
29	472	499	17
28			
29			
...			

A :Starting amount of regular cycle.

B :Starting tax for regular cycle.

C :The difference between A and G.

D :The difference between B and H.

E :First amount of irregular tax.

F :Tax break value.

G :Starting amount of second repeat cycle.

H :Starting tax of second repeat cycle.

### 3 Programming

1) 1 → TAX  
SHIFT

Select TAX 1

2) 3 → RA

Select table Tax mode

3) 0 → RA

Enter always "0"

4) **NNNN** → RA

Enter the starting amount of regular cycle.

(Example table A) **2 4 3** → RA

5) **NNNN** → RA

Enter the difference between the starting **A**: amount of regular cycle and **G**: the starting amount of second regular cycle.

(Example table C) **2 0 0** → RA

6) **NNNN** → RA

Enter the differences between the **B**: starting tax for regular cycle and **H**: the starting tax of second repeat cycle.

(Example table D) **7** → RA

7) **NNNN** → RA

Enter the first amount of irregular tax.

(Example table E) **1 5** → RA

8) **NN** → RA

Enter the break value. (Max.36)

(Example table F)

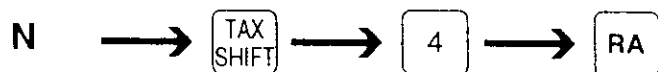
**2 3 RA → 2 5 RA → 2 5 RA**  
**→ 2 5 RA → 3 0 RA → 3 6 RA**  
**→ 3 4 RA → 3 0 RA → 2 9 RA**  
**→ 2 8 RA → 2 9 RA → 2 9 RA**  
**→ 2 8 RA → 2 9 RA → 2 8 RA**

9) TL

Stop the data entry.

## Programming of manual tax

Manual Tax mode is available at either Tax 1 or Tax 2.



Press:	To:
1	Tax1
2	Tax2

The following example shows that the use of Manual tax mode at Tax 2.

- 1) 1 00 → 2
- 2) 2 5 0 → 2
- 3) 2 00 → 1
- 4) TAX SHIFT # ST
- 5) 1 2 → TL
- 6) TL
- 7) 6 00 → CASH TEND

### PRINT

```

1.00*2
2.50*2
2.00 1
0.12 T
5.62 *
6.00 T
0.38 T

```

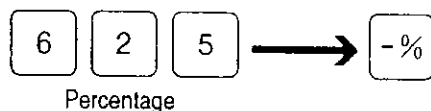


## Programming the [-%] Key

The [-%] Key is used to subtract a percentage of the price of an item. For example, you can use the [-%] Key to give a discount. You can enter the percentage and change the function flags settings for this key. You can use this key with a preset percentage or you can enter the percentage from the keyboard at the time of the sales transaction.

### Setting the Percentage

You can enter a preset percentage (up to 99.99%) for the [-%] Key. The following example shows how to set the [-%] Key for a discount of "6.25%."

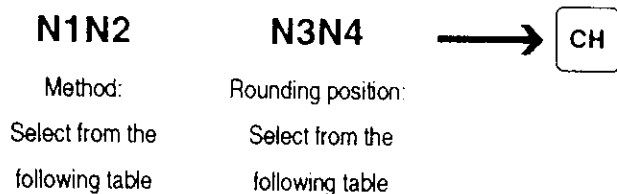


#### NOTE

- [%+] Key function is also programmable. In this case, select [%+] when system function flag 2 code N5,(4-7) is programmed and preset percent rate as above.

## Rounding Method

Your cash register allows you to select the method used for rounding when a sales transaction is finished. There are five methods for rounding: round up, rounding (If the 0.00 is displayed and printed, 0.01 to 0.04 becomes 0.00, 0.05 to 0.09 becomes 0.10), round down.



No.	Enter:	To:
<b>N1N2</b>	00	Select rounding up.
	04	Select rounding.
	09	Select rounding down.
	02	Select the Swiss method of rounding.
	12	Select the Danish method of rounding.
<b>N3N4</b>	10	Round the last digit.
	05	Round the position according to the Swiss method of rounding.
	25	Round the position according to the Danish method of rounding.

## Programming the [-] Key

The [-] Key is used to discount a certain amount. You can enter the discount amount and change the function flags settings for this key. You can use this key with a preset discount amount or by entering a discount amount on the keyboard.



Press:	To:
0	Non Tax
1	Taxation at Tax 1 for the discount amount
2	Taxation at Tax 2 for the discount amount
3	Taxation at both Tax 1 and Tax 2 for the discounted amount

#### Confirmation of setting value

When you have finished all the programming you need to do, or anytime while you are programming the cash register, you can check the contents of your program. The following receipt is example of this. Before trying to print this report, make sure the control lock is in the "P" position.

Press the **CASH/TEND** key to print out the following report:

	00-00-00	—	Date
	00004 *1	—	System function flag 1
	03002 *2	—	System function flag 2
	4 1	—	Department 1 flag
	1 2	—	Department 2 flag
	0 -	—	Discount flag
	0•00%+	—	+% rate
	0•00%-	—	-% rate
	0000 *a	—	Final rounding
Tax 1 Limit	0 1	—	Tax 1
Tax 1 rate	3•0000 1	—	Tax 1 condition
Tax 2 Limit	0 2	—	Tax 2
Tax 2 rate	3•0000 2	—	Tax 2 condition
	11-30	—	Time
	029•••	—	Consecutive number

## 3.5 Setting System Flags

This section describes how to set the system flags which control the operation of this cash register, for example, selecting the printing format, the method used for rounding and so on. There are 2 system flags that can be set. Each flag has some options to choose from.

The description of each of the system flags is on the following pages. The default setting for each flag depends on the country. If you want to check the default setting, see section, "Confirmation of setting value." before any programming.

### ■ Flag 1

This flag allows you to select the number of decimals to be displayed and printed on a receipt, and to select the method used for registering multiple items.

N1 N2 N3 N4 N5 → PO

<b>N1: Rounding factor for tax and [-%] [%] calculation</b>	
0	Rounding Down (0.1 to 0.9 becomes 0.0)
5	5/4 Rounding (0.1 to 0.4 becomes 0.0, 0.5 to 0.9 becomes 1.0)
9	Rounding up
<b>N2: Print NRGT on Z, reset counter on Z and void on X/Z report</b>	
0	Print all
1	Print reset counter and void only
2	Print NRGT and Void only
3	Print Void only
4	Print NRGT and Reset Counter only
5	Print Reset Counter only
6	Print NRGT only
7	Print nothing

### 3 Programming

<b>N3: Print format of Date/Time and consecutive number at registration</b>		
0		Print Time, Date and Consecutive number
1		Print Date and Consecutive number
2		Print Time and Consecutive number
3		Print Consecutive number only
4		Print Time and Date
5		Print Date only
6		Print Time only
7		Print nothing
<b>N4: Print format of the date and multiplication</b>		
0		Print Year, Month and Day in the order Unit Price x Quantity
1		Print Month, Day and Year in the order Unit Price x Quantity
2		Print Day, Month and Year in the order Unit Price x Quantity
4		Print Year, Month and Day in the order Quantity x Unit Price
5		Print Month, Day and Year in the order Quantity x Unit Price
6		Print Day, Month and Year in the order Quantity x Unit Price
<b>N5: Setting of decimal places and Receipt/Journal mode</b>		
0	0	Decimal position for monetary system on journal mode.
1	0.0	Decimal position for monetary system on journal mode.
2	0.00	Decimal position for monetary system on journal mode.
3	0.000	Decimal position for monetary system on journal mode.
4	0	Decimal position for monetary system on receipt mode.
5	0.0	Decimal position for monetary system on receipt mode.
6	0.00	Decimal position for monetary system on receipt mode.
7	0.000	Decimal position for monetary system on receipt mode.

## ■ Flag 2

N1 N2 N3 N4 N5 → VOID

**N1: Line feed after finalization**

1	1 line
:	:
9	9 lines
0	0 line

**N2: Consecutive number resets after "Z" report / Print VAT amount**

0	Do not reset the consecutive number after "Z" report issued. Do not print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position.
1	Reset the consecutive number after "Z" report issued. Do not print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position.
2	Do not reset the consecutive number after "Z" report issued. Print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position.
3	Reset the consecutive number after "Z" report issued. Print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position.
4	Do not reset the consecutive number after "Z" report issued. Do not print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position by Flag 1-N3 setting.
5	Reset the consecutive number after "Z" report issued. Do not print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position by Flag 1-N3 setting.
6	Do not reset the consecutive number after "Z" report issued. Print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position by Flag 1-N3 setting.
7	Reset the consecutive number after "Z" report issued. Print VAT amount on receipt or journal. Allow to print time and consecutive number on P, X, Z position by Flag 1-N3 setting.

### 3 Programming

---

**N3: Quantity of sales items prints on the receipt or journal / Print format of the time and consecutive number.**

---

0	Print the quantity of sales items on the receipt or journal. Print time and consecutive number on the footer of a receipt or journal.
1	Do not print the quantity of sales items on the receipt or journal. Print time and consecutive number on the footer of a receipt or journal.
4	Print the quantity of sales items on the receipt or journal. Print time and consecutive number on the header of a receipt or journal.
5	Do not print the quantity of sales items on the receipt or journal. Print time and consecutive number on the header of a receipt or journal.

---

**N4: Print taxable amount, individual tax and individual taxable amount on the receipt (exception: in manual tax mode)**

---

0	Do not print.
1	Print taxable amount.
2	Print individual tax.
3	Print taxable amount and individual tax.
5	Print taxable amount and individual taxable amount.
7	Print taxable amount, individual tax and individual taxable amount.

---

**N5: Date/Time display / Selection of % key and link status for % calculations**

---

0	Display the time. Select -% function and do not link to a department.
1	Display the date. Select -% function and do not link to a department.
2	Display the time. Select -% function and link to a department.
3	Display the date. Select -% function and link to a department.
4	Display the time. Select +% function and do not link to a department.
5	Display the date. Select +% function and do not link to a department.
6	Display the time. Select +% function and link to a department.
7	Display the date. Select +% function and link to a department.

# 4 Cash Register Operation

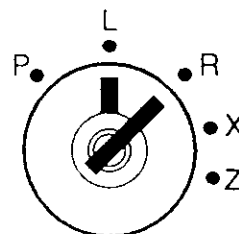
---

This chapter presents examples of cash register operation and shows example receipts.

## 4.1 Before Operating Your Cash Register

Before operating your cash register, you must do the following:

- Make sure all the programming you need to do is complete. For various programming instructions, see Chapter 3, "Programming."
- Make sure that the paper rolls is set in the correct positions. See section 2.3, "Installing and Removing a Paper Roll."
- To select the "Register mode," insert the manager's key or operator's key into the control lock and turn it to the "R" position. For more information about the control lock, see the "Control Lock" in section 1.3, "Part Names and Functions".



If an error code appears during operation, press the **C** Key to clear it and start the operation again. If the cash register hangs (won't accept any key presses), reset the cash computer system as described in section 2.2, "Initializing your cash register".



### 4.2 Basic Operation

This section shows how basic cash register operation are performed: selling a single item, multiple item sales, etc.

#### Single Item Entries

(1)   →   
Unit price : \$1.00

PRINT

1.00 CA

#### NOTE

- In this case, single item sale with non tax is already preset at Department 1 and there is no need to depress **CASH/TEND** key.
- If single item sale department key is depressed after a non single item sale department has been registered, depress **CASH/TEND** key.

#### Multiplication and repeat entry

Your register can perform multiplication to register multiple identical items and allow you to perform repeated entries.

(1)   →   
TIME

(2)   →

(3)    →

(4)

(5)

(6)

(7)    →   
TEND

PRINT

0.50 @  
12  
6.00 2  
1.20 1  
1.20 1  
1.20 1  
15.00  
9.60 \*  
9.60 AT  
0.00 CA

#### NOTE

- 12 items at \$0.50 were sold (Unit Price x Quantity) and 3 items at \$1.20 were sold in cash.
- Operation of "Quantity x Unit Price" is also programmable (See. Main flag 1 N4 for details.).

## 4.3 Using the [-%] key

This section describes how to operate the cash register when giving a percentage discount to the price of an item. You can use the preset percentage or you can enter the percentage to use with numeric keys.

### For Each Item

When you want to discount from the last item that you entered, do the following.

- (1)    →
- (2)    →
- (3)  →
- (4)
- (5)     →

#### NOTE

- 5% was discounted from the \$100.00 last item of Department 2.
- Entered number is prior to the preset rate.

#### PRINT

```

33.00 2
100.00 2
  5.00 %-
 -5.00
  2....
128.00 *
150.00 RT
 22.00 CA

```

### For the Total

When you want to discount an amount from the total amount, do the following.

- (1)    →
- (2)    →
- (3)
- (4)
- (5)

#### NOTE

- Total amount was discount with a 10% preset rate.
- The percent rate is applied to the net sales amount (excluding tax) when taxable sales item is preset.

#### PRINT

```

33.00 2
66.00 1
99.00 ST
10.00 %-
 -9.90
  2....
89.10 CA

```

### 4.4 Charge sale with customer charge number

The following example shows that the customer is charging a \$25.00 item from Department 2.

- (1) 1 2 3 4 5 6 → #  
ST
- (2) 2 5 00 → 2
- (3) CH

#### NOTE

- 1 X item at \$25.00 was sold with customer charge number 123456.
- Max. 8 digits customer charge number can be entered.

**PRINT**

1,234.56 #

25.00 2

1....

25.00 CH

Charge sale  
Customer charge number

### 4.5 Received on account and Paid out

This section described how to operate when you enter an amount received on account (RA) and a non-sales amount removed from the drawer (PO). The following example shows how you register the \$70.00 received on account be cash.

#### Received on Account

- (1) 7 0 00 → RA

**PRINT**

70.00 RA

#### Paid Out

The following example shows how you register the \$35.00 petty cash removed from a drawer

- (1) 3 5 00 → PO

**PRINT**

35.00 PO

## 4.6 Changing Money and Opening the Drawer

This section explains how you operate when changing money. This section describes how to open the drawer without making a sale.

### Changing Money

- (1) 1 00 00 → #  
 (2) ST

PRINT

100.00	#
	NS

### Drawer opening

- (1) #  
ST

PRINT

	NS
--	----

## 4.7 Registration with [TAX/SHIFT] key

- (1) 2 2 00 → TAX SHIFT → 2  
 (2) 3 5 00 → 2  
 (3) CASH  
TEND

### NOTE

- In this case, \$22.00 taxable 1 sales item was temporarily registered in non tax linked DEPT. 2 at tax rate 5% preset add-on tax rate.

PRINT

Taxable item	
22.00 * 2	
35.00	2
2.00	
1.10	II
58.10	CA

### 4.8 Tax calculations

This section shows examples of selling items to which tax is added. For details about programming taxes, see section 3.4 "Tax programming."

#### Add-on tax system

- (1) 8 00  $\longrightarrow$  2
- (2) 1 2 2 5  $\longrightarrow$  2
- (3) TL
- (4) 3 0 00  $\longrightarrow$  CASH  
TEND

#### PRINT

```

8.00 * 2
12.25 * 2
2.00
20.25 * 11
1.01 * 1
21.26 *
30.00 AT
8.74 CG
    
```

Add on

#### NOTE

- In this case, Add-on mode is programmed in Department 2 at tax rate 5%.
- If [#ST] key is depressed instead of [TL] key, the display will show the sub total excluding tax amount

#### VAT system

- (1) 1 0 00  $\longrightarrow$  2
- (2) 1 5 5 0  $\longrightarrow$  1
- (3) TL
- (4) 3 0 00  $\longrightarrow$  CASH  
TEND

#### PRINT

```

10.00 * 2
15.50 1
2.00
10.00 * 11
0.65 * 1
25.50 *
30.00 AT
4.50 CG
    
```

VAT

#### NOTE

- VAT mode is programmed in Department 2 at tax rate 7%

# 5 Making Correction

This chapter explains how to make corrections to sales information that has been entered or registered.

## 5.1 Voiding the Last Entry

- (1) 1 5 0 → 2
- (2) VOID
- (3) 2 5 0 → 2
- (4) #  
ST
- (5) 5 00 → CASH  
TEND

PRINT

```

1•50 2
1•50 12
2•50 2
1••••
2•50*
5•00 AT
2•50 CG
  
```

### NOTE

- \$1.50 was registered mistakenly for \$2.50 item of Department 2 and corrected immediately.

## 5.2 Voiding Earlier Entries

You can also void items you have register prior to the last item. To void items entered earlier, use the **VOID** key. The following example shows how to void the first item registered during this transaction.

- (1) 2 5 0 → 2
- (2) 3 00 → 1
- (3) 2 5 0 → VOID → 2
- (4) 3 5 0 → 2
- (5) CASH  
TEND

PRINT

```

2•50 2
3•00 1
2•50 12
3•50 2
2••••
6•50 CA
  
```

### NOTE

- 1 × item of \$2.50 was entered into Department 2 and then corrected before end of transaction.

## 5.3 Voiding a Sales After the Transaction Has Been Finalized

You can void a sales transaction registered earlier. To void the earlier sales transaction, use the **VOID** Key. The following example shows how you void the sales shown by the receipt "A"

- (1)    →
- (2)   →
- (3)   →
- (4)

A)

PRINT

12.00	1
5.00	1
0.30	-
2.00	
16.70	CA

- (1)  →    →
- (2)  →   →
- (3)  →   →
- (4)

PRINT

12.00	VD 1
5.00	VD 1
0.30	VD -
-2.00	
-16.70	CA

# 6 Checking and Resetting the Sales Information

This chapter describes how to check and reset the sales information and shows sample reports.

## 6.1 Overview of Checking and Resetting Sales Information

You can review daily sales information. There are two methods for checking this information: issue one of the three types of reports (See Table "A"). The report for checking sales is called the **X** report. To issue an **X** report, while in the "**X**" mode, press the key corresponding to the report you want, as shown in the table.

After checking the sales information, you can reset it. In the "**Z**" mode, you can reset the statistics. Then issue reports, such as the **Z** report. To reset it, in the "**Z**" mode, do the same way as issuing **X** report (See Table "A").

Table "A" below shows the types of report, the keys used to issue them, the symbols printed on each one, and the contents of each type. You cannot print any report marked with a dash "-".

A)

Type	Keys	Symbols for each report:		Information contents:
		X	Z	
Full	<b>CASH/ TEND</b>	X	000.... Z	All of the sales information such as the total sales amount, department sales, taxes, etc.
Cash in Drawer	<b>CH</b>	X		Information about Drawer the cash and check in the drawer.
NRGT	<b>0 TAX/SHIFT CASH/TEND</b>		000.... Z	



## 6.2 Sample Reports

### ■ Full report

To issue this report, press the **CASH/TEND** Key while in the "X" or "Z" mode.

	98-12-01		Date
Reset counter	001.... Z		Reset (X=Read)
	021....		Number of Sales for Department 1
Total sales amount for Department 1	399.51 1		Department number
	062....		
	1,101.00 2		
	083....		Number of Sales for Department
	1,500.51 *		Total Sales amount for Department
	036....		Number of Tax calculation
	57.71 1		Total Sales amount for Tax
	004....		
	0.48 2		
	1,558.22 *		Gross total amount
	003....		Number of [-%] key
	2.60 %-		Total amount for the [-%] key
	1,555.62 1		Net total amount
	040....		Number of Cash sales
	1,373.56 1		Total amount for Cash sales
	002....		Number of Charge sales
	154.50 1		Total amount for Charge sales
	002....		Number of [RA] key
	32.50 1		Total amount for [RA] key
	002....		Number of [PO] key
	19.30 1		Total amount for [RA] key
	.....		
	002....		Number of Voids
	37.00 1		Total amount for [VOID] key
	1,386.76 * #		Cash in drawer
	1,528.06 *		Total amount for NRG
	10-56		Time
	042...		Consecutive number

### ■ NRG T report

To issue this report, take the following steps while in the "Z" mode.



```
98-12-01
001.... Z
1,116.00*
11-09
003....
```

Total amount of  
Non resettable grand total

After this operation, the NRG T is reset to "0".

### ■ Cash in drawer report

To issue this report, press the **CH** Key while in the "X" mode.

```
98-12-01
X
1,321.00*#
11-07
001....
```

Cash in Drawer

# 7 Maintenance

This chapter explains the maintenance operations you can perform yourself.

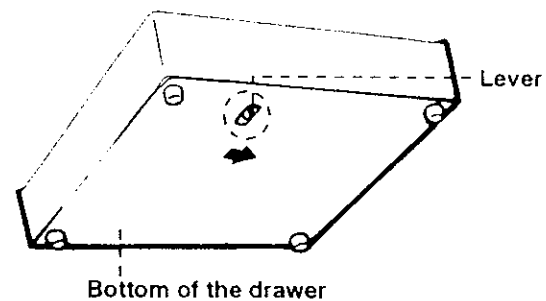
## 7.1 Cleaning Your Cash Register

Clean the cash register with a dry, soft cloth. If it cannot be cleaned with a dry cloth, use a damp cloth after wringing it out well.

Do not use any volatile chemicals, such as thinner, or a chemically treated cloth. The cash register might be damaged.

## 7.2 Opening the Drawer Manually

In the event of a power failure or a problem with the cash register, the drawer may not open. To open the drawer manually, move the lever on the bottom of the drawer in the direction shown by the arrow in the drawing. (See the figure on the right.)

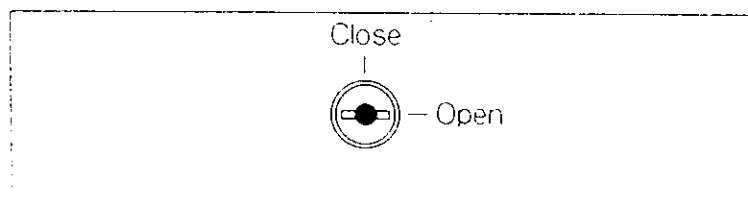


### NOTE

- If the drawer is locked, you cannot open it with the method described above.

## 7.3 Drawer Key

Insert the key into the keyhole and turn it clockwise.

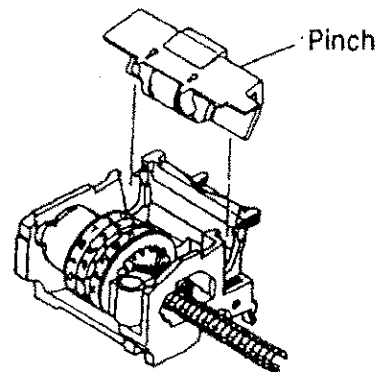


## 7.4 Replacing the Ink Roller

If the receipt printing becomes faint, replace the ink roller with a new one. Purchase these from your local dealer.

To replace the ink roller:

1. Open the printer cover.
2. Hold the pinch shown by "PULL UP" and pull up vertically.
3. Set a new ink roller in reverse order.
4. Close the printer cover.



## 7.5 In Case of a Paper Jam

If a paper jam occurs, remove the paper roll as explained in "Removing the Paper Roll" in section 2.3, "Installing and Removing the Paper Roll". If you cannot clear the jam, please contact your local dealer.

### **CAUTION**

- Do not remove the jammed paper with a sharp instrument. You may scratch the printer.

## 7.6 Troubleshooting

If you have a problem while operating your cash register, refer to the following steps for a possible remedy.

**Problem: Nothing is displayed in any mode.**

Action: ■ The power cord may not be plugged in. Turn the control lock to the "L" position, plug in the power cord, then turn the control lock to the required operating position. See "Installing a the cash register" in section 2.1.

**Problem: Sales transaction operations cannot be performed.**

Action: ■ If the control lock is not in the "R" position, turn it to the "R" position. See "Control Lock" in section 1.3.

**Problem: Receipts are not issued.**

Action: ■ If a paper jam occurs, remove the paper roll. See "Removing a Paper Roll" in section 2.3.

**Problem: The journal does not rotate.**

Action: ■ Make sure the take-up reel is placed correctly on the support.  
■ If a paper jam occurs, remove the paper roll. See "2.3 Installing and Removing a Paper Roll."

**Problem: A paper jam occurs.**

Action: ■ Make sure the paper roll rotates in a correct direction.  
■ Make sure the end of the paper inserted into the printer is cut correctly. See "2.3 Installing and Removing a Paper Roll."

**Problem:** Printing is not performed correctly.

**Action:** ■ Make sure the ink roller is in place.

■ Replace the ink roller.

See "7.3 Replacing the Ink Roller."

If you cannot solve your problem after reading and following the instructions above, reset the cash register computer system as described in "3.1 Before Programming" section. If the problem is not solved after resetting the system, turn the control lock to the "L" position and remove the power cord from the wall. Then contact your local dealer.

**AE-533D**

**9609**