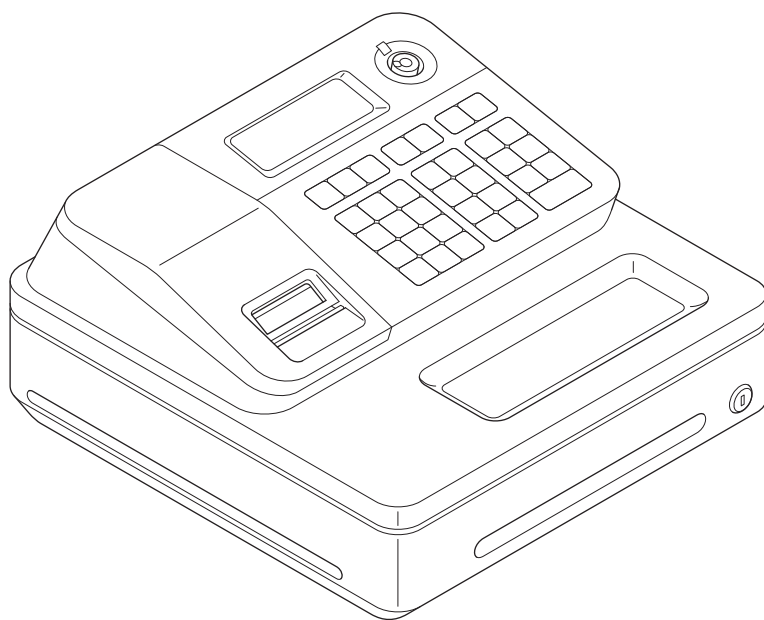


**CASIO®**

User's Manual

**SE-G1**

Electronic Cash Register



(S size drawer)

**SIAA**   
ISO22196  
for KOHKIN

## **Introduction**

---

Thank you very much for purchasing this CASIO electronic cash register. START-UP is QUICK and EASY!

For the basic settings of your cash register, please see "Quick Start Guide".

### **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 (120 V, 220 V, 230 V, 240 V; 50/60 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.

# What would you like to do with your cash register?

To use the cash register safely ..... E-4

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# To use the cash register safely

- Congratulations upon your selection of this CASIO product. Be sure to read the following safety precautions before using it for the first time. After reading this guide, keep it close at hand for easy reference.
- Please pay due attention to the following symbols to help you use the product safely and properly and to avoid any personal injury or damage to the product.


 <b>Danger</b>	If this symbol is ignored and the product consequently mis-used, it can result in serious personal injury and/or death.
 <b>Warning</b>	If this symbol is ignored and the product consequently mis-used, it may result in serious personal injury and/or death.
 <b>Caution</b>	If this symbol is ignored and the product consequently mis-used, it may result in personal injury and/or property damage.

- The figures in this manual have the following meanings.

	This symbol means be careful = a warning. The example at left is a warning about an electrical shock.
	This symbol indicates something you must not do = prohibited action. The example at left means never disassemble the product.
	This symbol indicates something you must do = an instruction. The example at left indicates you should unplug the product from the outlet. Please note that instructions that are difficult to express by a figure are indicated by  .


## **Danger**

**If liquid that leaked from a battery gets in your eye, on your skin or clothes, deal with it immediately as follows.**

-  1. Immediately rinse it off with lots of water.
  - 2. Immediately get medical treatment.
- Failing to act may result in a rash or loss of sight.




## **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.

# To use the cash register safely


## **Warning**

-  • 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.
-  • 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.


## **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.





# To use the cash register safely

## **Caution**


### **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.

### **Only use the specified batteries.**

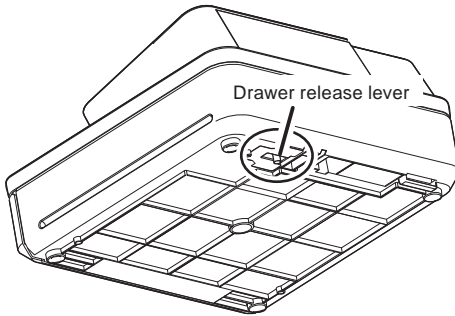
-  • Do not disassemble, modify or short-circuit them.
- Do not put them in fire or water or heat them.
- Do not mix new and old batteries or different types of batteries.
- Orient the terminals +- correctly.
- Remove the batteries if the system will not be used for a long time.
- After batteries are spent, dispose of them as per local regulations.
- Do not try to recharge dry cell batteries.

### **Disposing of batteries:**

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

# Precautions for Use

## When the cash drawer does not open!

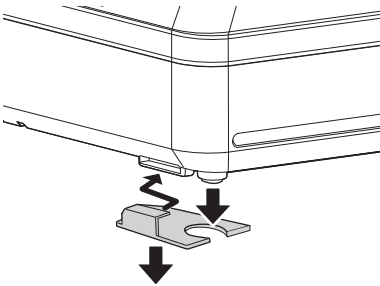


In case of power failure or the machine is in malfunction, the cash drawer does not open automatically. Even in these cases, you can open the cash drawer by pulling drawer release lever (see below).

### **Important!**

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

## About drawer hook



(S size drawer)

Drawer hook prevents the cash register from falling caused by weight of coins.

Insert the drawer hook in the ditch of the drawer. Peel the release paper from the drawer hook and stick the drawer on the place where the register is installed.

As it may cause a malfunction of the drawer, please do not put coins and bills in the drawer excessively.

# Precautions for Use



Manufacturer: CASIO COMPUTER CO., LTD.  
6-2, Hon-machi 1-chome, Shibuya-ku, Tokyo 151-8543, Japan  
Responsible within the European Union: CASIO EUROPE GmbH  
CASIO-Platz 1, 22848 Norderstedt, Germany

Please keep all information for future reference.  
The declaration of conformity may be consulted at <http://world.casio.com/>

Laite on liitettävä suojamaadoituskostkettimilla vaurstettuun pistorasiaan  
Apparatet må tilkoples jordet stikkontakt  
Apparaten skall anslutas till jordat nätuttag.



This mark applies in EU countries only.

This product is also designed for IT power distribution system with phase-to-phase voltage 230 V.

The main 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.

## WARNING

THIS IS A CLASS A PRODUCT. IN A DOMESTIC ENVIRONMENT THIS PRODUCT MAY CAUSE RADIO INTERFERENCE IN WHICH CASE THE USER MAY BE REQUIRED TO TAKE ADEQUATE MEASURES.

## GUIDELINES LAID DOWN BY FCC RULES FOR USE OF THE UNIT IN THE U.S.A. (Not applicable to other areas)

**WARNING:** This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to 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 instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

**FCC WARNING:** Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.



# To use the cash register's basic function

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To issue receipts .....	E-10
To select date format and ADD mode.....	E-11
To set add-in tax rate on departments .....	E-12
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To print daily management report .....	E-27
To obtain periodic reports.....	E-30



# To use the cash register's basic function

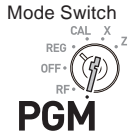
## To Program basic settings

This section describes the fundamental programming for basic operations.

### ■ To issue receipts

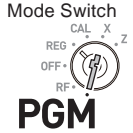
Instead of recording on journal paper, you can issue receipts.

- 1** Remove the printer cover by lifting up.
- 2** Lift the take up reel and cut the paper.
- 3** Replace the printer cover.
- 4** Turn the Mode switch to **PGM** position.  
“P” appears on the display.
- 5** Press **1**  to set the cash register in program mode.
- 6** Press **1**  to set the register in “Receipt” mode.  
Now your cash register issues receipts.



**NOTE** If you wish to restore the register to “Journal” mode, press **0**  in step 6.

# To use the cash register's basic function




## ■ To select date format and ADD mode

You can select the date format and ADD mode to suit the system in your country.


Please note that this program is effective only after the initialization (setting date and time).

### Step


### Operation

**1** Enter **3** then press  to set the cash register in program mode.

**3** 

**2** Enter "0122" then press  key. "0122" is the program code for setting date format and ADD mode.

**0 1 2 2** 

**3** Referring the following tables **A** and **B**, enter your selection and press  key. The first digit **A** sets the date format and second digit **B** sets ADD mode. The example on the right is for setting date format Month, Day, Year and ADD mode 0.

**2 0**   
**A B**

**4** Press  to complete the setting.



Date Format Selections	
Year/ Month/ Day	<b>0</b>
Day/ Month/ Year	<b>1</b>
Month/ Day/ Year	<b>2</b>
	<b>A</b>
Decimal point position	
ADD mode 0 (0.)	<b>0</b>
ADD mode 1 (0.0)	<b>1</b>
ADD mode 2 (0.00)	<b>2</b>
	<b>B</b>

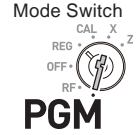
The default settings: **1 2**

Namely, Day/Month/Year and ADD mode 2 (0.00).

# To use the cash register's basic function

## ■ To set add-in tax rate on departments

You can set add-in tax rates on each department (see the note below for departments).



### NOTE

If you wish to set flat tax rate, please see “To set tax tables and rounding system” on page E-44.

## Sample Operation

Dept.	Add-in tax rate
01 and 03	8%
05	5.5%

### Step

- Enter **1** then press key to set the register in the program mode.
- Press to set the register in the tax program mode.
- Enter tax rate then press corresponding Dept. key. The example on the right is for setting 8% add-in tax on Depts. 1 and 3.
- Repeat the step 3 for another department. The example on the right is for setting 5.5% on Dept. 5.
- Press key to complete the settings.

### Operation

- 
- 
- 
- 
- 

### NOTE

- If you set incorrect tax rate on a department, enter **0** then press corresponding department. Press key to escape from the setting then start from the beginning.
- Department is used for categorizing items. For example, Dept. 01 for fruits, Dept. 02 for vegetables, Dept. 03 for canned fruits etc.
- The tax amount and the sales amount without tax will be printed on Read (X) or Reset (Z) reports. See “Daily read/reset report” on page E-28.
- You can set add-in tax rates on Dept. 9 through 24 using key. See “Basic registration” on page E-16.

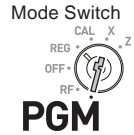
### Further operations:

- “To set tax tables and rounding system” on page E-44.

# To use the cash register's basic function

## ■ To accept two kinds of currencies (local currency and Euro)

This program sets the register to print Euro and local currency on journals or receipts.



Step	Operation
1 Enter <b>3</b> then press <b>SUB TOTAL</b> key to set the register in the program mode.	<b>3</b> <b>SUB TOTAL</b>
2 Enter "2422" then press <b>SUB TOTAL</b> key. "2422" is the program code for setting currencies and is necessary to input before actual settings.	<b>2</b> <b>4</b> <b>2</b> <b>2</b> <b>SUB TOTAL</b>
3 Referring the table <b>A</b> described below, select the currency mainly used, and also the currency of total amount printed on journals or receipts. Then press <b>= CA/AMT/TEND</b> key. The example on the right sets the main currency is Euro and total amount is printed in both Euro and the local currency.	<b>3</b> <b>= CA/AMT/TEND</b> <b>(A)</b>
4 Press <b>SUB TOTAL</b> key to end the currency setting.	<b>SUB TOTAL</b>

Main currency is local and printing total amount in local currency 0.	<b>0</b>	<b>A</b>
Main currency is Euro and printing total amount in Euro.	<b>1</b>	
Main currency is local and printing total amount in both Euro and local.	<b>2</b>	
Main currency is Euro and printing total amount in both Euro and local.	<b>3</b>	

The default settings: **2**

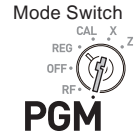
**NOTE**







To obtain the result of the above setting, you need to set the exchange rate. See the next page.

# To use the cash register's basic function

## ■ To set exchange rate

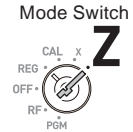
By setting the exchange rate, the register performs conversion calculations between the local currency and Euro.











Step	Operation
1 Enter <b>1</b> then press  key to set the register in the program mode.	<b>1</b> 
2 Enter the exchange rate against Euro then press  key. The example on the right is for setting DM 1.95 against 1 Euro.	<b>1</b> <b>.</b> <b>9</b> <b>5</b> 
3 Press  key to complete the program.	

## ■ To set the register to accept Euro only

By the following program, the register is set to accept only Euro currency.

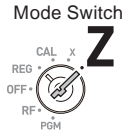


Step	Operation
1 Turn the Mode switch to Z position.	
2 Issue all the reset report by pressing  key. See "Daily read/reset report" on page E-28 for reset report.	
3 Press <b>1</b> <b>0</b>  to clear the periodical report. See "To obtain periodic reports" on page E-30 for periodical report.	<b>1</b> <b>0</b> 
4 Enter <b>0</b> <b>1</b> <b>0</b> <b>7</b> <b>2</b> <b>0</b> <b>0</b> <b>2</b> then press  key. "01072002" is the special program code for restricting transactions to Euro only.	<b>0</b> <b>1</b> <b>0</b> <b>7</b> <b>2</b> <b>0</b> <b>0</b> <b>2</b> 
5 Press  to complete the program.	

# To use the cash register's basic function

## ■ To set the register to comply with Australian GST

By the following setting, the register calculates Australian GST (the Goods and Service Tax).



Step	Operation
------	-----------

**1** Turn the Mode switch to Z position.

**2** Enter **0 1 0 1 2 0 0 1** then press **SUB TOTAL** key. "01012001" is the special program code for Australian GST setting.



**3** Press **= CA / AMT / TEND** key to complete the program. If you wish to cancel the program, press **SUB TOTAL** key instead of **= CA / AMT / TEND** key.



# To use the cash register's basic function

## To use the cash register's basic functions

This section explains the fundamental operations of the cash register. For further usages, please see the pages referred in each operation.

### ■ To open the cash drawer without any transaction

You can use this feature for changing money etc.

Mode Switch



#### Step

#### Operation

**1** Just press  key.



The cash drawer opens without any registration.

### ■ Basic registration


You can register items in corresponding Dept. (department)

#### Sample Operation

Unit Price	•1.00	•2.00	•0.30
Quantity	1	1	1
Dept.	2	13	21
Tendered cash amount	•5.00		


#### Step

#### Operation

**1** Enter 100 then  key.








•1.00 has been registered in Dept. 2.

**2** Press  before entering the unit price.






•2.00 is registered in Dept. 13.

Depts. 9 through 24 are selected by the combination of  and  through  keys.

**3** Press  key twice before inputting the unit price then  key.



•0.30 is registered in Dept. 21

Pressing  key twice and  through  keys assign Depts. 17 through 24.

Continues to the next page. ➔



# To use the cash register's basic function

## Step

## Operation

**4** Press  key.

The subtotal amount will be displayed.



**5** Input tendered cash amount then press

 key.

If received amount is more than the subtotal amount, the amount of change will be displayed and printed.



## Printout

21-01-2013	09:00	
REG	0002	
DEPT02	· 1.00	Department No./Unit Price
DEPT13	· 2.00	
DEPT21	· 0.30	
TOTAL	· <b>3.30</b>	Subtotal
CASH	· 5.00	Cash Amount Tendered
CHANGE	· 1.70	Change

### Further operations:

- “To give discount or premium” on page E-68.
- “To set a unit price in a department key” on page E-33.
- “To set PLU unit price” on page E-42.
- “To link PLUs to departments” on page E-43.

# To use the cash register's basic function

Mode Switch





## ■ To register multiple quantity of the same item

You can register multiple quantity of items in a department by pressing Dept. key repeatedly or using  key.

### Sample Operation

Unit Price	•1.00	•1.35
Quantity	2	3
Dept.	2	3

#### Step

- 1 Input the unit price then Dept. key. One piece of an item is registered in the department.
- 2 Press the same Dept. key again. Every time you press the Dept. key, the item is registered in the department.
- 3 Input the number of quantity then press the multiplication key.
- 4 Input the unit price of the item. In this example, three pieces of •1.35 items are registered.
- 5 Complete the transaction by pressing  and  keys.

#### Operation



#### Printout

21-01-2013	09:10
REG	0003
DEPT02	• 1.00
DEPT02	• 1.00
3 X	@ 1.35
DEPT03	• 4.05
CASH	• 6.05

— Repeated  
— Sales Quantity/Unit Price

# To use the cash register's basic function

## ■ To sell items on charge

Instead of cash, you can register charge sales.

Mode Switch



### Sample Operation

Unit Price	•1.00	•2.00
Quantity	1	1
Dept.	1	2

### Step

- 1 Register the sold items in corresponding Dept. The example on the right is for registering •1.00 in Dept. 1.
- 2 The example on the right is to registering •2.00 in Dept. 2.
- 3 Press subtotal key to display the total amount.
- 4 Press **CH** key instead of **CA/AMT / TEND** key.

### Operation

**1 0 0** **+ 1**

**2 0 0** **- 2**

**SUB**  
**TOTAL**

**CH**

### Printout

21-01-2013	09:30
REG	0005
DEPT01	• 1.00
DEPT02	• 2.00
CHARGE	• <b>3.00</b>

Charge sales

# To use the cash register's basic function

Mode Switch



## ■ To sell items in cash and charge (split sales)

You can sell items partially on cash and the rest on charge.

The total amount of the following example is •9.00 and the payment is made •5.00 in cash and •4.00 on charge.

### Sample Operation

Unit Price	•2.00	•3.00	•4.00
Quantity	1	1	1
Dept.	1	2	1
Tendered cash amount	•5.00		

### Step

### Operation

**1** Register the items in corresponding department by inputting unit prices and Dept. keys.

**2** 0 0 +1

**2** Inputting •3.00 in Dept. 2.

**3** 0 0 -2

**3** Inputting •4.00 in Dept. 1.

**4** 0 0 +1

**4** Press **SUB TOTAL** key to display the total sales amount.

**SUB TOTAL**

**5** Enter the amount paid in cash then **= CA/AMT /TEND** key. The display shows the balance amount.

**5** 0 0 = CA/AMT /TEND

**6** Press **CH** key to pay the rest of the amount on charge.

**CH**

*Continues to the next page. ➔*

# To use the cash register's basic function

## Printout

21-01-2013	09:50
REG	0007
DEPT01	•2.00
DEPT02	•3.00
DEPT01	•4.00
TOTAL	•9.00
CASH	•5.00
CHARGE	•4.00

— Tendered Cash amount

— Charged amount

## ■ To sell items by cash and check (split sales)

The following example is for paying •20.00 in cash and the rest by check.

Mode Switch



## Sample Operation

Unit Price	•30.00	•25.00
Quantity	1	1
Dept.	2	3
Tendered cash amount	•20.00	
Paid by check	•35.00	

## Step

- 1 Register sold items by entering unit prices and Dept. keys.
- 2 Press . The display indicates the total amount.
- 3 Enter tendered cash amount then press . The display shows the balance due.
- 4 Pressing registers as the rest of the amount paid by a check.

## Operation

Continues to the next page. ➔

# To use the cash register's basic function

## Printout

---

21-01-2013	14:10
REG	0026
DEPT02	·30.00
DEPT03	·25.00
TOTAL	·55.00
CASH	·20.00
CHECK	·35.00

— Tendered Cash amount

— Paid by check

## ■ To correct erroneous inputs

There are two ways to correct wrong inputs one is for correcting numeral entries (before pressing Dept. key) and the other is correcting stored data (after Dept. key has been pressed).

### ▪ Correction before pressing Dept. key

## Sample Operation

---

By mistake, entered unit price \*4.00 instead of \*1.00.

### Step

**1** Press  key after the wrong entry.

### Operation

**2** Enter the correct unit price then press Dept. key.

**3** Finalize the transaction.




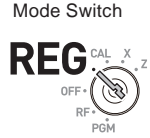
Mode Switch



# To use the cash register's basic function

## ▪ Correction after pressing Dept. key

Pressing Dept. key registers an item in the memory. The  key cancels wrong registrations in a department. The followings are examples to cancel incorrect registrations.



### Sample Operation 1


Entered incorrect unit price ¥5.50 instead of ¥5.05 and pressed Dept. key.

#### Step

#### Operation

**1** Wrong unit price ¥5.50 is registered in Dept. 1.

**5 5 0 + 1**

**2** Press  key to cancel the registration.



**3** Input the correct unit price ¥5.05 and press Dept. 1 key.

**5 0 5 + 1**

**4** Finalize the transaction.



### Printout

DEPT01	·5.50	Corrected
ERR CORR	-5.50	
DEPT01	·5.05	
CASH	·5.05	

# To use the cash register's basic function

## Sample Operation 2

---

Entered incorrect unit price •2.20 instead of •2.30 and pressed Dept. key in multiplication registration.

### Step

---

### Operation


---

**1** Inputting quantity and multiplication key. The example on the right is selling three pieces of an item.



**2** Incorrect unit price •2.20 has been registered in Dept. 2.



**3** Press  to cancel the registration.



**4** Again input the quantity and the multiplication key.



**5** Input the correct unit price •2.30 and press Dept. key.



**6** Finalize the transaction.



### Printout

---

3 X	@2.20	
DEPT02	·6.60	
ERR CORR	-6.60	Corrected
3 X	@2.30	
DEPT02	·6.90	
CASH	·6.90	



# To use the cash register's basic function

Mode Switch



## ■ To sell items in foreign currency

After you set "To accept two kinds of currencies (local currency and Euro)" on page E-13, you can sell items in local currency and Euro with exchange rate calculations.

### Sample Operation

To sell three of unit price DM 2.00 items and the customer paid in Euro.

Unit Price	DM 2.00
Quantity	3
Dept.	1
Cash amount tendered	€10.00
Exchange rate	€1.00 = DM 1.95
Main currency	Local (DM)
Subtotal print	Both currencies

### Step

### Operation

**1** Enter sold quantity and

**3**

**2** Input the unit price DM 2.00 and Dept. key.

**2 0 0**

**3** Inputting before calculates the sold amount in Euro. The display shows the amount in Euro with an "E".

**4** Input the paid amount in Euro then . The display shows tendered amount in Euro with an "E".

**1 0 00**

**5** Pressing finalizes the transaction and the change in local currency (DM in this case) will be displayed and printed.

Continues to the next page. ➔

# To use the cash register's basic function

## Printout

---

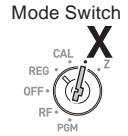
21-01-2013	13:57	
REG	0012	
3 X	@2.00	
DEPT01	·6.00	
TOTAL	· <b>6.00</b>	DM 6.00
	<b>€3.08</b>	In Euro
EURO		
CASH	€10.00	Paid in Euro
CASH	·19.50	
CHANGE	·13.50	
EURO CG	€6.92	Change in Euro

# To use the cash register's basic function

## To print sales reports

This section describes to print sales data of transactions stored in the register.

### ■ To print daily management report




#### ▪ Flash report

Flash report prints summarized sales data of the present time.

#### Step

#### Operation

- 1 Turn the Mode switch to **X** and press  .  
The printer prints flash report.



#### Printout

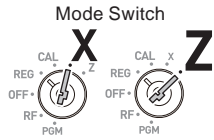
21-01-2013	16:50
X	0131
<b>FLASH X</b>	
GROSS TOTAL QT	13
	· 340.85
NET TOTAL No	7
	· 340.85
CASH-INDW	· 217.85
CHARGE-INDW	· 73.00
CHECK-INDW	· 50.00

- Read Symbol
- Gross Total Quantity
- Gross Sales Amount
- NET Sales No. of Customers
- NET Sales Amount
- Cash Total in Drawer
- Charged Amount
- Check Total in Drawer

# To use the cash register's basic function

## ▪ Daily read/reset report


At the end of the business day, you can print categorized and summarized results of the day. Reset report (Z) clears all the sales data whereas the data remains in memory by Read report (X).



**NOTE** Please do not perform the Reset report (Z) printing while your store is open. It clears all the sales data.

### Step

### Operation

- Turn the Mode switch to **X** or **Z** and press . The printer prints Read (X) or Reset (Z) report.




### Printout

21-01-2013		19:25	— Date/Time
Z	CLERK01	0073	— Consecutive No.
0000	<b>DAILY</b>	Z 0012	— Z Report Symbol/Non resettable consecutive No.
DEPT01	QT	48	— Dept. Name/ No. of Items
		·50.10	— Amount
DEPT02	QT	28	
		·76.40	
DEPT03	QT	17	
		·85.80	
DEPT20	QT	4	
		·3.00	
.....			
GROSS TOTAL	QT	108	— Gross Sales No. of Items
		·316.80	— Gross Sales Amount
NET TOTAL	No	46	— Net Sales No. of Customers
		·325.13	— Net Sales Amount
CASH-INDW		·199.91	— Cash in Drawer
CHARGE-INDW		·16.22	— Charge in Drawer
CHECK-INDW		·105.00	— Check in Drawer
TA1		·105.10	— Taxable Amount for Tax Rate 1
TAX1		·4.20	— Tax Amount for Tax Rate 1
ROUNDING AMT		·1.23	— Rounded Amount
RF-MODE TTL	No	2	— RF Mode Count
		·0.50	— RF Mode Amount

# To use the cash register's basic function

Printout

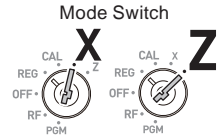
Basic function

CALCULATOR	No	3	No. of  key operation in CAL mode
.....			
CASH	No	44	Cash Sales Count
		· 203.91	Cash Sales Amount
CHARGE	No	3	Charge Sales Count
		· 16.22	Charge Sales Amount
CHECK	No	2	Check Sales Count
		· 105.00	Check Sales Amount
RA		· 6.00	Received On Account Amount
P0		· 10.00	Paid Out Amount
-		· 0.50	Reduction Amount
%-		· 0.66	Premium/Discount Amount
ERR CORR	No	21	Error Correction Count
NS	No	12	No sale Count
.....			
CLERK01		· 325.13	Clerk 1 Sales Amount (Refer to E-63 Cashier Assignment)
.....			
GT		· 0,000,832,721.20	Non-resettable Grand Sales total (Printed only on RESET report)

# To use the cash register's basic function


## ■ To obtain periodic reports

Apart from daily report, you can obtain periodic sales report. The register prints gross and net total sales data from the last periodic report. Namely, if you do this operation monthly, you can obtain monthly sales reports.



### Step

### Operation

**1** Enter the periodic report code "10" then press  key. Total quantities and amounts accumulated from the last periodic report will be printed.



### Printout

21-01-2013	20:35	—	Date/Time
Z	0365	—	Consecutive No.
0010 PERIODIC	ZZ 0001	—	Periodic Reset Symbol
GROSS TOTAL	QT 67	—	Gross Total Quantity
	· 270.73	—	Gross Sales Amount
NET TOTAL	No 38	—	Net Total No. of Customers
	· 271.24	—	Net Sales Amount

# Useful features

- Various programming ..... E-33**
  - To set a unit price in a department key ..... E-33
  - To set a rate on the percent key ..... E-34
  - To set a rounding calculation method and discount/premium settings on the percent key ..... E-34
  - To change the settings on departments ..... E-35
  - To set general controls ..... E-37
  - To set print controls ..... E-39
  - To set X and Z reports print controls ..... E-41
  - To set PLU unit price ..... E-42
  - To link PLUs to departments ..... E-43
  - To set tax tables and rounding system ..... E-44
  - To change taxable statuses of departments ..... E-46
  - To change taxable status of the percent key ..... E-47
  - To change taxable status number of the minus key ..... E-48
  - To set tax status print ..... E-49
  - Character keyboard ..... E-50
  - To program receipt messages ..... E-51
  - To read preset data other than PLU data ..... E-54
  - To read preset PLU data ..... E-56
- Various operations ..... E-57**
  - To register items with preset unit price set in a department... E-57
  - To register single item sales ..... E-58
  - To transact by check ..... E-59
  - To use PLU ..... E-60
  - To sell single item using PLU ..... E-61
  - To refund ..... E-62
  - To assign a cashier ..... E-63
- Other operations ..... E-64**
  - To display date and time ..... E-64
  - To adjust time ..... E-64
  - To adjust date ..... E-65
  - To pay out from the drawer ..... E-65
  - To receive cash on account ..... E-66
  - To register a reference number ..... E-66

# Useful features

- To reduce amount from subtotal..... E-67
- To give discount or premium ..... E-68
- Calculator mode ..... E-70**
  - To use the register as a calculator ..... E-70
  - To calculate during registrations..... E-70
  - To set calculator functions ..... E-72
- When you consider it as a problem ..... E-73**
  - Troubleshooting ..... E-73
  - In case of power failure..... E-74
  - When the L sign appears on the display ..... E-74
- Specifications ..... E-75**



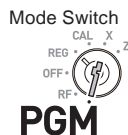
# Useful features

## Various programming

### ■ To set a unit price in a department key

You can preset unit prices in department keys so that you don't have to input a unit price before registering it in a department.

The following example is for presetting •2.00 in Dept. 1, •5.50 in Dept. 2, and •15.00 in Dept. 3.



### Sample Operation

Unit Price	•2.00	•5.50	•15.00
Dept.	1	2	3

### Step

**1** Press **1** **SUB TOTAL** keys. The register is ready to set unit prices in departments.

**2** Input the unit price then press corresponding Dept. key. •2.00 has been preset in Dept. 1.

**3** You don't have to input the decimal point key. •5.50 has been preset in Dept. 2

**4** •15.00 has been preset in Dept. 3 by the operation on the right.

**5** Press **SUB TOTAL** to complete the settings.

### Operation

**1** **SUB TOTAL**

**2** **0** **0** **+ 1**

**5** **5** **0** **- 2**

**1** **5** **0** **0** **× 3**



**SUB TOTAL**

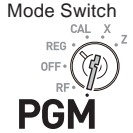
### Further operations:

- “To register items with preset unit price set in a department” on page E-57.

# Useful features

## ■ To set a rate on the percent key




You can preset a percent rate on  key so that you don't have to input percent rate for discount sales. The following example is for setting 2.5% on the  key.



### Sample Operation

Discount rate	2.5%
---------------	------

#### Step

- 1 Press **1**  to set the register in the program mode.
- 2 Input a percent rate you wish to set then press  key.
- 3 Press  to complete the setting.

#### Operation

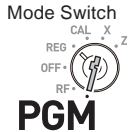
- 1 
- 2 **2** **.** **5** 
- 3 

#### Further operations:




- “To give discount or premium” on page E-68.

## ■ To set a rounding calculation method and discount/premium settings on the percent key

You can program rounding method on the percent key. Also you can assign the percent key to be used as discount or premium calculations. The following example sets the percent key to perform premium calculation with cutting off.



#### Step

- 1 Press **3**  to set the register in the program mode.
- 2 Referring the following table, choose the rounding method (A) and function (B) of the percent key then press .
- 3 Press  to complete the setting.

#### Operation

- 3 
- 1 **1**   
A B
- 3 

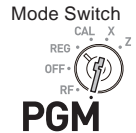
# Useful features

Selections		
Roundings of percent calculations.		
Round off (1.544=1.54; 1.545=1.55)	<b>0</b>	A
Cut off (1.544=1.54; 1.545=1.54)	<b>1</b>	
Round up (1.544=1.55; 1.545=1.55)	<b>2</b>	
Discount calculation (%-).	<b>0</b>	B
Premium calculation (%+).	<b>1</b>	

The default settings: **0 0**

## ■ To change the settings on departments


You can program several settings such as restricting entry digits, prohibiting multiple item registration, etc. on each department.




## Sample Operation

Selections			
Dept.1	<b>0</b> Normal Dept. (A)	<b>4</b> Maximum entry digits 4 (B)	<b>1</b> Single item sales Dept. (C)
Dept.2	<b>1</b> Minus Dept. (A)	<b>5</b> Maximum entry digits 5 (B)	<b>0</b> Normal sales Dept. (C)

### NOTE

- **Minus Dept. is a department that entered unit prices are registered as minus price and is used for bottle return etc.**
- **Single item sales Dept. registers one item quickly just by pressing a Dept. key once and you don't need to press**  **key.**

## Step

**1** Press **3**  to set the register in the setting mode.

**2** Enter your selection **A**, **B**, and **C** referring the following tables then press a Dept. key.

The example on the right is setting Dept. 1 as Normal Dept. (A) limiting 4 digits (B), and Single item sales Dept. (C).

## Operation

**3** 

**0 4 1**   
A B C

Continues to the next page. ➔

# Useful features

## Step

## Operation

**3** The example on the right is setting Dept. 2 as Minus Dept. **(A)** limiting 5 digits **(B)**, and Normal sales Dept. **(C)**.

**1 5 0** **-2**  
**A B C**

**4** Press **SUB TOTAL** to complete the settings.

**SUB TOTAL**

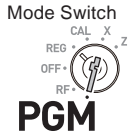
Selections		
Normal Dept.	<b>0</b>	<b>A</b>
Minus Dept.	<b>1</b>	
No limitation for manual price entry	<b>0</b>	<b>B</b>
Maximum digit of manual price entry (up to 7 digits)	<b>1 ~ 7</b>	
Prohibit manual price entry	<b>8 or 9</b>	
Normal sales Dept	<b>0</b>	<b>C</b>
Single item Dept	<b>1</b>	

The default settings: **0 0 0**

# Useful features


## ■ To set general controls

This program sets the general controls of the cash register such as allowing partial cash payment, resetting consecutive number after the Reset report (Z report) etc.



### Step

### Operation

**1** Press **3**  to set the register in the setting mode.

**3** 

**2** “0622” is the program code for general controls and is necessary to input before setting actual programming.

**0 6 2 2** 


**3** Each digit of **A** to **D** corresponds to the settings of tables **A** to **D** described below. See the following description for the setting of “0022”.

**0 0 2 2**   
**A B C D**

**4** Press  to complete the settings.



**0** **A** ... Not limiting the last two digits of input amount to 00 or 50.

**0** **B** ... Not allowing minus subtotal value after using  key and reset the consecutive number after Z report.


**2** **C** ... Allowing split check tendering but not allowing split cash tendering, and not showing seconds on the display.

**2** **D** ... Not limiting the last digit of numeral entry to 0 or 5, cashier has to enter her or his ID number before registrations, and **00** key is used as 000 key.

*Continues to the next page. ➔*

# Useful features

Selections			
Limiting the last two digits of input amount to 00 and 50 for Danish rounding			
No		0	A
Yes		2	

Selections			
Reset the consecutive number to zero after Z report.			
Allow minus subtotal after using  key.			
No	Yes	0	B
	No	2	
Yes	Yes	4	
	No	6	

Selections			
Time displays with second.			
Allow split cash amount tendered.			
Allow split check amount tendered.			
Yes	Yes	No	0
		Yes	1
	No	No	2
		Yes	3
No	Yes	No	4
		Yes	5
	No	No	6
		Yes	7

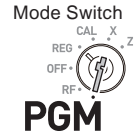
Selections			
Use the <b>00</b> key as a 000 key.			
Cashier assignment systems (sign on) is used.			
Limit the last 1 digit of numeral entry to 0 or 5.			
No	No	No	0
		Yes	1
	Yes	No	2
		Yes	3
Yes	No	No	4
		Yes	5
	Yes	No	6
		Yes	7

The default setting of ABCD is; **0 0 0 0**

# Useful features


## ■ To set print controls

This setting programs printing methods collectively such as printing time on receipts, or skipping item print on the journal etc.




### Step

### Operation

**1** Press **3** . The register becomes ready for programming.

**3** 


**2** Enter "0522" then press . "0522" is the program code for setting printing controls.

**0** **5** **2** **2** 

**3** Referring the tables shown below, select your choice and enter the setting code and press

**5** **0** **0** **6**   
**A** **B** **C** **D**

 key.

**4** Press  to complete the settings.



**5** **A** ... Prints the total amount and prints on receipts.

**0** **B** ... Not compressed journal print.

**0** **C** ... Prints time on the receipt or journal.

**6** **D** ... Skips item printing on the journal, prints subtotal and consecutive numbers on receipts or journals.

Continues to the next page. ➔

# Useful features

Selections			
Use the printer to print receipts = R			
Use the printer to print a journal = J			
Print "TOTAL" line on receipts or journals			
No	J	0	A
	R	1	
Yes	J	4	
	R	5	

Selections			
Compressed journal printing			
No		0	B
Yes		1	

Selections			
Print the time on the receipt or journal.			
Yes		0	C
No		4	

Selections				
Print the consecutive number on the receipt and journal.				
Print the subtotal on the receipt or journal when the Subtotal Key is pressed.				
Skip item print on journal.				
No	No	Yes	0	D
		No	1	
	Yes	Yes	2	
		No	3	
Yes	No	Yes	4	
		No	5	
	Yes	Yes	6	
		No	7	

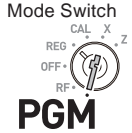
The default setting of ABCD is: 0 0 0 0



# Useful features

## ■ To set X and Z reports print controls

This program sets the printing methods of X and Z reports.



### Step

### Operation

**1** Press **3** . The register becomes ready for programming.

**3**

**2** Enter "0822" then press . "0822" is the program code for setting printing controls for X and Z reports.

**0 8 2 2**

**3** Referring the following tables, select your choice and enter the setting code and press

**0 2** **A B**

key.

**4** Press to complete the setting.

**0 A** ... Prints number of refunded transactions and refunded amount on X and Z reports, and prints Flash report in X mode.

**2 B** ... Does not print the grand sales total on Z report and does not print the data that the transaction is not made .

Selections			
Print number of refund operation and refunded amount			
Print Flash report in X mode or display only.			
Yes	Yes	<b>0</b>	A
	No	<b>1</b>	
No	Yes	<b>4</b>	
	No	<b>5</b>	

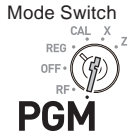
Selections			
Print zero-total line on the X and Z reports			
Print the grand sales total on the Z reports.			
Yes	No	<b>0</b>	B
	Yes	<b>1</b>	
No	No	<b>2</b>	
	Yes	<b>3</b>	

The default setting of AB is; **0 0**

# Useful features

## ■ To set PLU unit price





Other than departments, you can preset unit prices by using PLU (Price Look Up) feature. You can call the preset unit price by inputting a PLU number. Your cash register is able to store up to 999 PLUs.



## Sample Operation

PLU Number	1	2
Unit Price	•1.00	•3.00

### Step

- 1 Press **1**  to set the register in the program mode.
- 2 Enter a number you wish to use as a PLU number then press the PLU key.
- 3 Enter the unit price you wish to preset then press .
- 4 Enter the next PLU number then press PLU key.
- 5 Input the unit price and press  key. Repeat the steps 4 and 5 for other PLUs.
- 6 Press  key to complete the settings.

### Operation

- 1 
- 1 
- 1 0 0 
- 2 
- 3 0 0 
- 

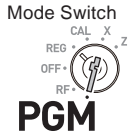
### Further operations:

- “To link PLUs to departments” on page E-43.
- “To use PLU” on page E-60.

# Useful features

## ■ To link PLUs to departments





PLUs are also categorized in departments. For example, categorizing PLU number 111 (apples) in department 01 (Fruits). Registered PLU items are categorized in assigned departments and printed on X or Z reports.








### Sample Operation

PLU Number	1	100
Dept.	1	7

#### Step

- 1 Press **3** . The register becomes ready for programming.
- 2 Enter PLU number, , Dept. number, then .
- 3 The operation on the right links the PLU 100 to Dept. 7.
- 4 Press  to complete the settings.

#### Operation

- 3** 
- 1**  **1** 
- 1 0 0**  **7** 
- 

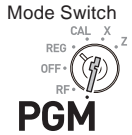
#### NOTE

- You can link up to 999 PLUs to 24 departments.
- If you assign Dept. 0 or Depts. over 25, the PLU number is linked to Dept. 24.
- If unit price is not preset in the PLU, an error occurs.

# Useful features

## ■ To set tax tables and rounding system

The cash register is able to set four kinds of tax tables and you can set tax rates, rounding, and add-in or add-on tax systems on each table. These tables can be applied to departments, percent key and minus key. Therefore, you have to set the conditions of the tables first.



### Sample Operation

---


For settings 7.0000 % in tax table 1, rounding up, and add-on tax.

#### Step

---

#### Operation


---

**1** Press **3** . The register becomes ready for programming.

**3** 

**2** Enter tax table number. See the following table for the four tables. The example on the right is for the tax table 1.

**0 1 2 5**   
( **A** )

**3** Enter the tax rate in the range of 0.0001 to 99.9999 %. Then press  key. The example on the right is for setting 7.0%.

**7 . 0** 

**4** Enter the rounding system code (**B**), special rounding system (**C**), and add-in or add-on tax code (**D**).

**9 0 0 2**   
( **B** ) **C D**

**5** Press  to complete the program.



*Continues to the next page. ➔*

# Useful features

Taxable status number				
Tax table 1	0	1	2 5	A
Tax table 2	0	2	2 5	
Tax table 3	0	3	2 5	
Tax table 4	0	4	2 5	

Rounding system			
Cut off to 2 decimal places.	0	0	B
Round off to 2 decimal places.	5	0	
Round up to 2 decimal places.	9	0	

Special rounding specifications for subtotal and total amounts		
No specifications	0	C
Special rounding 1: 0 ~ 2 → 0; 3 ~ 7 → 5; 8 ~ 9 → 10 Examples: 1.21=1.20; 1.26=1.25; 1.28=1.30	1	
Special rounding 2: 0 ~ 4 → 0; 5 ~ 9 → 10 Examples: 1.123=1.120; 1.525=1.530	2	
Danish rounding *2: 0 ~ 24 → 0; 25 ~ 74 → 50; 75 ~ 100 → 100 (set the amount tender restriction on page E-37 also) Examples: 1.11=1.00; 1.39=1.50; 1.99=2.00	3	
Malaysian rounding: 0 ~ 2 → 0; 3 ~ 7 → 5; 8 ~ 9 → 10 (set the amount tender restriction on page E-37 also) Examples: 1.21=1.20; 1.26=1.25; 1.28=1.30	5	
Scandinavian rounding: 0 ~ 24 → 0; 25 ~ 74 → 50; 75 ~ 99 → 100 Examples: 1.21=1.00; 1.30=1.50; 1.87=2.00	6	
Australian rounding (only for tax rate 1) 0 ~ 2 → 0; 3 ~ 7 → 5; 8 ~ 9 → 10 Examples: 1.21=1.20; 1.26=1.25; 1.28=1.30	7	
Czech/Norway rounding: 0 ~ 49 → 00; 50 ~ 99 → 100 Examples: 1.23=1.00; 1.52=2.00	8	

Add-in/Add-on		
No specifications	0	D
Add-on rate tax.	2	
Add-in rate tax (VAT).	3	

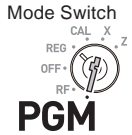
## NOTE

Please see pages “To change taxable statuses of departments” on page E-46, “To change taxable status of the percent key” on page E-47, and “To change taxable status number of the minus key” on page E-48 for changing tax statuses on Dept. percent, and minus keys.

# Useful features

## ■ To change taxable statuses of departments

By default, all the departments are set as non taxable. You can change the statuses by the following operations.



### Sample Operation

Setting Depts. 1 through 4 as non-taxable and Depts. 9 through 11 as taxable 1.

#### Step

**1** Press **1** then to set the register in tax program mode.

**2** Press corresponding tax status setting key (see the table below) first then press Dept. keys you wish to set. The example on the right is for setting Depts. 1 through 4 as non-taxable.

**3** Depts. 9 through 24 are assigned by combinations of and Depts. keys. The example on the right is for setting Depts. 9 through 11 as taxable status 1.

**4** Press to complete the settings.

#### Operation

**1**

+ **1** - **2** × **3** ÷ **4**  
**A** (Depts. 1 through 4)

+ **1** - **2** × **3**  
**A** ( Depts. 9 through 11 )

Taxable status selections		
Taxable status 1		<b>A</b>
Taxable status 2		
Taxable status 3		
Taxable status 4		
Non-taxable		

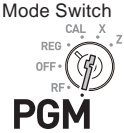
#### Further operations:

- “To set tax tables and rounding system” on page E-44.

# Useful features

## ■ To change taxable status of the percent key

By default, the percent key is programmed as non-taxable. You can change the status by the following operations.



### Sample Operation

Setting the percent key as taxable status 1.

#### Step

- 1** Press **1** then press key to set the register in tax program mode.
- 2** Referring the following table, press corresponding key and then key. The example on the right is for setting the percent key as taxable status 1.
- 3** Press to complete the settings.

#### Operation

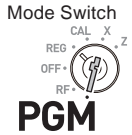
- 1**
- 
- A**
- 

Taxable status selections		
Taxable status 1		<b>A</b>
Taxable status 2		
Taxable status 3		
Taxable status 4		
All taxable		
Non-taxable		

# Useful features

## ■ To change taxable status number of the minus key

Initially, the minus key is set as non-taxable. You can change the status by the following operations.



### Sample Operation

Setting the percent key as taxable status 1.

#### Step

**1** Press **1** then press key to set the register in tax program mode.

**2** Referring the following table, press corresponding key and then press key. The example on the right is for setting the minus key as taxable status 1

**3** Press to complete the settings.

#### Operation

**1**

**A**

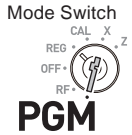
Taxable status selections		
Taxable status 1		<b>A</b>
Taxable status 2		
Taxable status 3		
Taxable status 4		
All taxable		
Non-taxable		



# Useful features

## ■ To set tax status print

This program sets whether to print tax symbols and taxable amounts or not.



## Sample Operation

Setting print tax status symbols, taxable amount, and add-in tax amount.

### Step

- 1 Press **3**  to set the register in the program mode.
- 2 Enter "0326" then press . "0326" is the program code for setting tax print program.
- 3 Referring the tables **A**, **B**, **C** and **D** shown below, choose your selection for printing methods of taxes. After then press .
- 4 Press  to complete the settings.

### Operation

**3**

**0 3 2 6**

**0 2 0 2**

**A B C D**  
(A and C should be always "0")

Selections		
Always "0"	<input type="button" value="0"/>	<b>A</b>

Selections		
Not printing tax status symbols	<input type="button" value="0"/>	<b>B</b>
Print Tax status symbols.	<input type="button" value="2"/>	

Selections		
Always "0"	<input type="button" value="0"/>	<b>C</b>

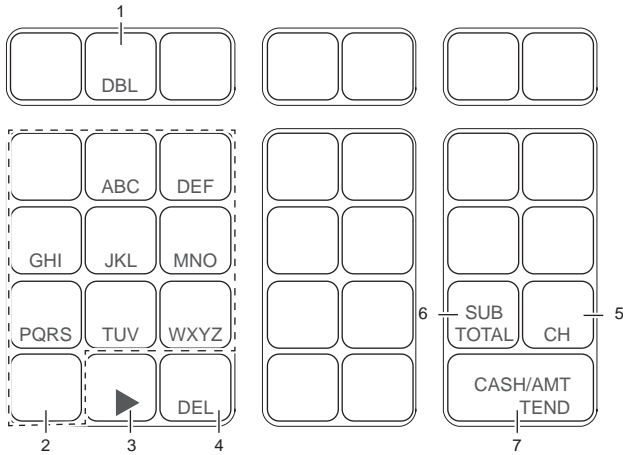
Selections			
Print taxable amount.			
Print taxable amount and tax amount for Add-in tax items.			
<b>No</b>	No	<input type="button" value="0"/>	<b>D</b>
	Yes	<input type="button" value="1"/>	
<b>Yes</b>	No	<input type="button" value="2"/>	
	Yes	<input type="button" value="3"/>	

The default setting of **ABCD** is;

# Useful features

## ■Character keyboard

Using the keyboard, you can program a message on the receipt.



### 1 Double size key

Use this key to specify the next character to be a double sized character. Press this key before a character you wish to be double sized.

### 2 Alphabet keys

Use these keys to input characters. Refer to the next page to set characters.

### 3 Right arrow key

Use this key to set a character that the next character uses the same key. This key is also used for inputting a space.

### 4 Delete key

Use this key to delete preceding character.

### 5 Receipt message number key (CH key)

Use this key to program receipt messages.

### 6 Program end key (SUB TOTAL key)

Use this key to terminate character programming.

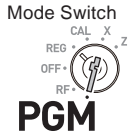
### 7 Character program key (CASH/AMT TEND key)

Use this key to set characters.

# Useful features

## ■ To program receipt messages

By default, your cash register is programmed following receipt message.



Line No.	Message
1	
2	YOUR RECEIPT
3	THANK YOU
4	CALL AGAIN
5	

### Sample Operation

To add "CASIO SHOP" in the fifth line.

#### Step

#### Operation

**1** Press **2** to set the register in the character setting mode.

**2**

**2** Enter the line number first then press . In this example, we are adding a message in the fifth line.

**5**

**3** Enter characters as described on the next page then press .

If you continue to set characters in another line, repeat the steps 2 and 3.

**8** **8** **8** **8** **1** **1** **1** **1** **4** **4** **4**
  
 ( C ) ( A ) ( S ) ( I )

**6** **6** **6** **1** **1** **1** **1** **4** **4** **6** **6** **6** **1**
  
 ( O ) (Space) ( S ) ( H ) ( O ) (P)

**4** Press to complete the settings.

Continues to the next page. ➔




# Useful features

## Printout

---

```
YOUR RECEIPT  
THANK YOU  
CALL AGAIN  
CASIO SHOP
```

### **NOTE**

- When the next character uses the same key, press  key.
- For a space, press  key twice.
- You can set a message up to five lines.
- For a double width character, use  key.
- In the above example, “CASIO SHOP” will be printed as left justified. To print it in the center, insert spaces first.

# Useful features

## ▪ Character table

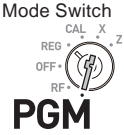
By pressing a character setting key, characters shift as shown in the following table. When the next character uses the same key, press ► key to determine the setting.

<b>8</b>	(1) A → (2) B → (3) C → (4) a → (5) b → (6) c → (7) 8 → (8) Å → (9) Ä → (10) Æ → (11) Á → (12) Â → (13) Ã → (14) Ç → (15) â → (16) ä → (17) à → (18) å → (19) æ → (20) á → (21) â → (22) ã → (23) Ç returns to the beginning
<b>9</b>	(1) D → (2) E → (3) F → (4) d → (5) e → (6) f → (7) 9 → (8) ð → (9) É → (10) Ê → (11) Ë → (12) Ì → (13) Í → (14) Î → (15) Ï → (16) Ñ → (17) Ò → (18) Ó → (19) Ô → (20) Õ → (21) Ö → (22) Ø → (23) Ò returns to the beginning
<b>4</b>	(1) G → (2) H → (3) I → (4) g → (5) h → (6) i → (7) 4 → (8) í → (9) î → (10) ï → (11) ð → (12) ñ → (13) ò → (14) ó → (15) ô → (16) õ → (17) ö → (18) ø → (19) ó → (20) õ → (21) ö → (22) ø → (23) ð returns to the beginning
<b>5</b>	(1) J → (2) K → (3) L → (4) j → (5) k → (6) l → (7) 5 returns to the beginning
<b>6</b>	(1) M → (2) N → (3) O → (4) m → (5) n → (6) o → (7) 6 → (8) ñ → (9) ò → (10) ó → (11) ô → (12) õ → (13) ö → (14) ø → (15) ð → (16) ñ → (17) ò → (18) ó → (19) ô → (20) õ → (21) ö → (22) ø → (23) ð returns to the beginning
<b>1</b>	(1) P → (2) Q → (3) R → (4) S → (5) p → (6) q → (7) r → (8) s → (9) 1 → (10) þ → (11) ð → (12) ñ returns to the beginning
<b>2</b>	(1) T → (2) U → (3) V → (4) t → (5) u → (6) v → (7) 2 → (8) TEL → (9) ù → (10) ú → (11) û → (12) ü → (13) û → (14) ü → (15) ù → (16) ù → (17) μ returns to the beginning
<b>3</b>	(1) W → (2) X → (3) Y → (4) Z → (5) w → (6) x → (7) y → (8) z → (9) 3 → (10) ŷ → (11) ÿ → (12) ŷ returns to the beginning
<b>0</b>	(1) O returns to the beginning
<b>7</b>	(1) 7 → (2) @ → (3) - → (4) / → (5) : → (6) ! → (7) ? → (8) ~ → (9) ( → (10) ) → (11) * → (12) # → (13) + → (14) , → (15) ^ → (16) ; → (17) < → (18) = → (19) > → (20) \$ → (21) ¥ → (22) % → (23) & → (24) [ → (25) ] → (26) ' → (27) { → (28)   → (29) } → (30) • → (31) " → (32) . → (33) \ → (34) _ → (35) ` → (36) ~ → (37) x → (38) ç → (39) ï → (40) € → (41) § → (42) space returns to the beginning

# Useful features


## ■ To read preset data other than PLU data

You can check the preset data other than PLU.



### Step

### Operation

1 Press  . The printer prints preset data except PLU settings.



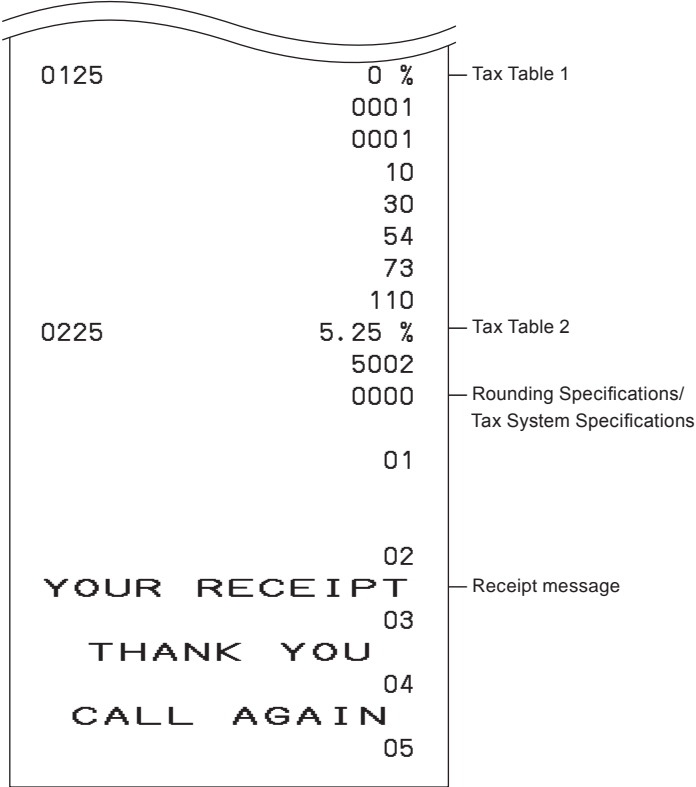
### Printout

DEPT01	@ 1. 00	Dept. No./Tax Status/Unit Price
	0000	Tax Status/Normal Dept./Digit
DEPT02	@ 10. 00	Limit/Single Item
	0000	
DEPT20	@ 5. 00	
	0000	
-		Minus/Tax Status
%- ( 12. 34% )*		Percent Rate/%+ or %-
	0000	Tax Status/Percent Key Controls
0122	0022	Date order/Add Mode Control (fixed)
0522	1020	Print Controls
0622	0000	General Controls
0822	0000	Report Control
1022	0000	Calculation Controls
0326	0002	Tax Control

# Useful features


## Printout

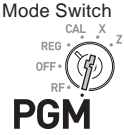
---



# Useful features

## ■ To read preset PLU data

You can read all the preset PLU data. To stop the printing, press  key twice.



### Step

### Operation

1 Press  .

1  .

The printer prints preset PLU settings.

### Printout

PLU0001	@1.00	PLU Name/Unit Price
#0001	0000	
PLU0002	@2.00	
#0002	0002	PLU No./Linked Dept.
PLU0003	@3.00	
#0003	0000	
PLU0004	@4.00	
#0004	0000	
PLU0199	@1,999.00	
#0199	0000	
PLU0999	@1,200.00	
#0999	0000	



# Useful features

## Various operations

### ■ To register items with preset unit price set in a department

When unit prices are preset in departments, you can register items quickly. Please see “To set a unit price in a department key” on page E-33 to preset unit prices on departments.

Mode Switch



### Sample Operation

Preset Unit Price	•1.00	•2.20	•11.00
Quantity	1	2	4
Dept.	1	2	3
Tendered Amount	•50.00		

### Step

### Operation

**1** Press the Dept. key once if purchased quantity is one.




**2** Press the Dept. key repeatedly for the number of purchased quantity.




**3** When you use the multiplication key, enter the quantity first.



**4** Pressing  key shows the total purchase amount on the display.



**5** Enter the tendered amount. The change amount will be displayed. Then press  key to complete the transaction.



Continues to the next page. ➔



# Useful features

## Printout

---

21-01-2013	12:50	
REG	0018	
DEPT01	· 1.00	
DEPT02	· 2.20	
DEPT02	· 2.20	— Repeat
4 X	@11.00	— Quantity/Unit Price
DEPT03	· 44.00	
TOTAL	· 49.40	
CASH	· 50.00	— Tendered Cash Amount
CHANGE	· 0.60	— Change

### ■ To register single item sales

Single item sales is useful to sell one item quickly. You just press a Dept. key and you don't have to press  or  keys. The Dept. key must be programmed to allow single item sales. See "To change the settings on departments" on page E-35 for the programming.

Mode Switch



### Sample Operation

---

Unit price	·0.50
Quantity	1
Dept.	3 ( Programmed as allowing single item sales)

#### Step

#### Operation

---

**1** Enter the unit price then press the Dept. key.

## Printout

---

21-01-2013	13:00
REG	0019
DEPT03	· 0.50
CASH	· 0.50

# Useful features

Mode Switch



## ■ To transact by check

If a customer pays by check, use  instead of  key.

## Sample Operation


Unit price	•35.00
Quantity	2
Dept.	4

### Step

### Operation

**1** Register two pieces of •35.00 item in Dept. 4

**2** Press  key. The display indicates the total amount.



**3** Press  key instead of .



## Printout

21-01-2013	13:20	
REG	0021	
DEPT04	• 35.00	
DEPT04	• 35.00	
CHECK	• 70.00	— Check Sales

# Useful features

Mode Switch



## ■ To use PLU

By using PLUs, you can register up to 999 items with preset prices and linked departments. To program PLU items, see “To set PLU unit price” on page E-42 and “To link PLUs to departments” on page E-43.

## Sample Operation

PLU No.	1	2
Programmed unit price	•1.00	•2.00
Quantity	2	4

### Step

### Operation

- 1 Enter the item's PLU number then press key repeatedly for the quantity of the item.
- 2 If you wish to use the multiplication key, enter the quantity then press .
- 3 Enter the item's PLU number then press .
- 4 Finalize the transaction by key.

### NOTE

Although departments are not printed on the receipt or journal, PLU items are registered in the linked departments.

## Printout

21-01-2013	13:50	
REG	0024	
PLU0001	· 1.00	
PLU0001	· 1.00	— Repeated
4 X	@2.00	— Quantity/Unit Price
PLU0002	· 8.00	
CASH	· 10.00	— Total Amount

# Useful features

## ■ To sell single item using PLU

If a PLU item is linked to a department which is programmed as single item department, you can register the item just inputting the PLU number. Please note that this operation is effective only when you sell one PLU item. To program a department as single-item sales, see "To change the settings on departments" on page E-35.

### Sample Operation

PLU No.	3	In this example, PLU No. 3 is linked to a department programmed as single-sales dept.
Unit Price	•1.00	
Quantity	1	

### Step

1 Enter the PLU number then press .

### Operation

### Printout

21-01-2013	14:00
REG	0025
PLU0003	• 1.00
CASH	• 1.00

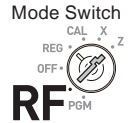
Mode Switch



# Useful features

## ■ To refund

If a customer requests to return goods, use the refund function. The register subtracts the refunded amount automatically. After the refund transaction, please do not forget to turn the mode switch to **REG** mode.



## Sample Operation

Unit price of refunded item.	•1.00	•2.00
Refunded quantity	1	1
Depts. of refunded item	2	3

### Step

### Operation

**1** Turn the Mode switch to **RF** position.

**2** Enter unit prices and Dept. keys of the refunded items.



**3** Press **SUB TOTAL** key. The display indicates re-funded amount.



**4** Press **CA/AMT TEND** key and pay the customer back the refunded amount.



## Printout

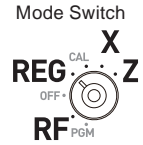
Refund Mode Symbol —





21-01-2013	14:30
RF	0030
DEPT02	·1.00
DEPT03	·2.00
CASH	·3.00

# Useful features

## ■ To assign a cashier

If cashier assignment system is programmed, you can obtain sales data of each cashier on X or Z reports. Up to eight cashiers can be assigned. When the mode switch is turned **OFF**, the assigned cashier's ID number will be cleared. See "To set general controls" on page E-37 for programming cashier assignment system.



Step	Operation
<b>1</b> In any Mode switch other than <b>PGM</b> , <b>CAL</b> or <b>OFF</b> , sign on by entering cashier's ID number then press  .	<b>1</b> ~ <b>8</b> 
<b>2</b> Perform regular operations.	
<b>3</b> When the cashier signs off, enter "0" then press  .	<b>0</b> 

# Useful features




## Other operations

### ■ To display date and time

Mode Switch



#### Operation

- 1 By pressing  key, the display shows the present time.
- 2 Pressing  key again shows date.
- 3 Press  to return to normal register mode.

#### Display

13-53

21-01-13

0.00









### ■ To adjust time

Mode Switch



PGM

#### Operation

- 1 In the **PGM** mode, press  .
- 2 Input present time in 24-hour system. This example is setting 1:58 PM.  
    
- 3 Press  to end the setting.

#### Display

P 0.00

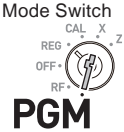
13-58 02

P 0.00




# Useful features

## ■ To adjust date



### Operation

1 In the PGM mode, press **1** .


### Display



2 Input date in order of day, month, and year. This example is setting on January 21st, 2013.



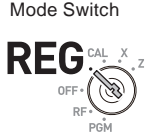
**2** **1** **0** **1** **1** **3** 

3 Press  to end the setting.




## ■ To pay out from the drawer

Paid out cash from the drawer is registered and subtracted from total cash amount in drawer.



### Step

### Operation

1 Enter withdrawn cash amount then press  key.

**1** **0** **0** **0** 

### Printout

21-01-2013	17:30
REG	0128
PO	- 10.00

# Useful features


## ■ To receive cash on account

When you receive cash without any sales transaction, use this feature. The received amount is added to the memory of total cash amount in the drawer.

Mode Switch



### Step

**1** Enter received amount then press  key.

### Operation

### Printout

21-01-2013	17:35	
REG	0031	
RA	·6.00	— Received Amount


## ■ To register a reference number

As a note, you can add up to eight digits reference number on a transaction.

Mode Switch



### Step

- 1** Register item(s) in a corresponding department.
- 2** Prior to the finalization, enter a reference number then press  key.
- 3** Complete the transaction.

### Operation



### Printout

21-01-2013	17:45	
REG	0130	
DEPT01	·0.50	
#	12345678	— Reference Number
CASH	·0.50	

# Useful features

## ■ To reduce amount from subtotal

You can reduce a certain amount from the total amount. The following example is for reducing •0.50 from the total amount.

Mode Switch



### Step

### Operation

**1** Register sold items by entering unit prices and Dept. keys. The example on the right is registering •1.00 in Dept. 2 and •2.00 in Dept. 4.



**2** Press . The display indicates the total amount.



**3** Enter reduced amount then press key. •0.50 will be reduced from the total amount.



**4** Finalize the transaction.



### Printout

21-01-2013	17:55
REG	0131
DEPT02	• 1.00
DEPT04	• 2.00
-	-0.50
CASH	• 2.50

— Reduced Amount

# Useful features

Mode Switch



## ■ To give discount or premium

You can give discount or premium to items or to subtotal. The following example is giving 2.5% discount to •1.00 item and 7% discount to subtotal amount. In this example, minus 2.5% is programmed on key. On the contrary, if key is programmed as percent plus, premium will be added. To program percent plus or minus, please see “To set a rounding calculation method and discount/premium settings on the percent key” on page E-34.

### Sample Operation

Unit price	•1.00 (2.5% discount)	•2.00	•3.00
Quantity	1	1	1
Dept.	2		
Discount amount	•0.03		
Subtotal	•5.97		
7% discount to subtotal	•5.55		

### Step

### Operation

**1** Enter the unit price •1.00 then press Dept. key.

**2** Press key. In this example, minus 2.5% is programmed to and 2.5% is discounted from the •1.00 item.

**3** Register other items.

**4** Press key. The display indicates the discounted subtotal.

**5** Enter discount rate manually then press key. In this example, 7% discount is reduced from the subtotal amount.

**6** Finalize the transaction.

Continues to the next page. ➔


# Useful features

## Printout

---

### Discount

DEPT02	· 1.00	
%- (2.5%)	-0.03	Discount Rate/Amount
DEPT02	· 2.00	
DEPT02	· 3.00	
ST	· 5.97	Subtotal
%- (7%)	-0.42	Discount to Subtotal
CASH	· <b>5.55</b>	

If  key is programmed as percent plus, the printout will be:

### Premium

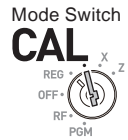
DEPT02	· 1.00	
%+ (2.5%)	-0.03	Premium Rate/Amount
DEPT02	· 2.00	
DEPT02	· 3.00	
ST	· 6.03	Subtotal
%+ (7%)	· 0.42	Added on Subtotal
CASH	· <b>6.45</b>	

# Useful features

## Calculator mode

### ■ To use the register as a calculator

In the **CAL** mode, you can use the register as a calculator.



### Sample Operation

No.	Calculation	Answer
1	$5+3-2 =$	6
2	$(23-56) \times 7 =$	-231
3	12% of 1500	180

#### Operation

1 **5** **+**<sub>1</sub> **3** **-**<sub>2</sub> **2** **=** CA/AMT/TEND

2 **2** **3** **-**<sub>2</sub> **5** **6** **×**<sub>3</sub> **7** **=** CA/AMT/TEND

3 **1** **5** **0** **0** **×**<sub>3</sub> **1** **2** **%**/CLK **=** CA/AMT/TEND

#### Display

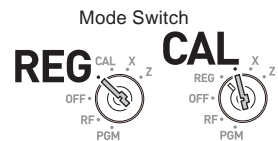
6

-231

180

### ■ To calculate during registrations

While registering in **REG** mode, you can switch it to **CAL** mode to perform calculations. After the calculation, you can resume the registration by switching the mode switch to **REG** position. To recall a memory, **RA** key is used. The following example is for splitting ¥48.00 by three customers.



### Sample Operation

Unit price	•14.00	•18.00	•16.00	Splitting the total amount ¥48.00 by three customers.
Quantity	1	1	1	
Dept.	3	5	4	
Total	•48.00			
Payment of each customer	•16.00			

# Useful features

## Step

**1** In REG mode, register the purchased items then press  $\boxed{\text{SUB TOTAL}}$  key.

**2** Turn the Mode switch to **CAL** position.

**3** Recall the total amount by  $\boxed{\text{RA}}$  key then perform the calculation. In this example, divide by three.

**4** Turn the Mode switch to **REG** position.

**5** Pressing  $\boxed{\text{RA}}$  key recalls the payment for each customer then press  $\boxed{= \text{CA/AMT/TEND}}$ . The display shows the remaining payment.

**6** Repeat the Step 5 two more times.

## Operation

$\boxed{1} \boxed{4} \boxed{00} \times \boxed{3} \boxed{1} \boxed{8} \boxed{00} \boxed{5}$   
 $\boxed{1} \boxed{6} \boxed{00} \div \boxed{4} \boxed{\text{SUB TOTAL}}$

$\boxed{\text{RA}} \div \boxed{4} \boxed{3} = \boxed{\text{CA/AMT/TEND}}$

$\boxed{\text{RA}} = \boxed{\text{CA/AMT/TEND}}$

$\boxed{\text{RA}} = \boxed{\text{CA/AMT/TEND}} \boxed{\text{RA}} = \boxed{\text{CA/AMT/TEND}}$


## Printout

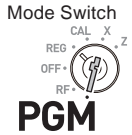
DEPT03	· 14.00
DEPT05	· 18.00
DEPT04	· 16.00
TOTAL	· <b>48.00</b>
CASH	· 16.00
CASH	· 16.00
CASH	· 16.00
CHANGE	· 0.00

} Paid by each customer

# Useful features





## ■ To set calculator functions





This program sets functions in **CAL** mode such as opening drawer when  key is pressed, or print number of calculations on X or Z report etc.





### Step

### Operation

- 1** Enter **3** then press  key to set the register in the program mode.
- 2** Enter "1022" then press . "1022" is the program code for calculator settings.
- 3** Choose a function number from the table shown below. Enter the number then press  key.
- 4** Press  key to complete the program.

- 3** 
- 1 0 2 2** 
- 1** 
- (A)**
- 



			Selections			
Open drawer whenever  is pressed.			No	<b>0</b>	A	
Open drawer whenever  is pressed.				Yes		<b>1</b>
Print number of calculations on X or Z reports			Yes	No		<b>2</b>
				Yes		<b>3</b>
Yes	No		No	<b>4</b>		
			Yes	<b>5</b>		
No	Yes		No	<b>6</b>		
			Yes	<b>7</b>		



# Useful features

## When you consider it as a problem

### ■ Troubleshooting

Symptom/Problem	Most common causes	Solutions
E01 appears on the display.	Changing modes without completing transaction.	Return mode switch to where it stops buzzing and press  .
E08 appears on the display.	Sign on operation is not performed.	Prior to starting registration of any other operation, press <b>1</b> ~ <b>8</b> and then  .
E10 appears on the display.	Printer error	Turn the register off then remove the paper and turn it on.
No date on receipt. Paper does not feed enough.	Printer is programmed as a journal.	Program printer to print receipts.
Drawer opens after ringing once.	Department is programmed as a single item dept.	Program the dept. as a normal dept.
Not clearing totals at end of day after taking report.	Using X mode to print reports.	Use Z mode to print reports.
Programming is lost whenever register is unplugged or at power failure.	Poor or no batteries.	Put in new batteries and program again.
Register does not work at all. Can't get money out of drawer.	No power.	Pull lever underneath the drawer.

# Useful features

## ■ 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 the power failure is retained in memory. You will be able to issue a report when power is recovered.

Power failure during printing of a receipt and the journal.

- Printing will resume after power is recovered. A line that was being printed when the power failure occurred will be printed in full.
- The power failure symbol is printed and any item that was being printed when the power failure occurred is reprinted in full.

## ■ When the L sign appears on the display

**About the low battery indicator...**

The following shows the low battery indicator.



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 certain level.
- The batteries loaded in the unit are dead.

To clear this sign, press  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.**

# Useful features

## Specifications

INPUT METHOD	
Entry	10-key system; Buffer memory 8 keys (2-key roll over)
Display (LCD)	Amount 8 digits (zero suppression); Department/PLU No.; No. of repeats; Total/ Change
PRINTER	
Receipt	24 characters
(or Journal)	Automatic paper roll winding (journal)
Paper roll	58 mm × 80 mm Ø (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°C to 40°C (32°F to 104°F)
Humidity	10 to 90%
Dimensions	167 mm(H)×326 mm(W)×345 mm(D) with S drawer
	180 mm(H)×410 mm(W)×450 mm(D) with M drawer
Weight	3.5 kg (with S drawer)
	7.0 kg (with M drawer)

Specifications and design are subject to change without notice.

