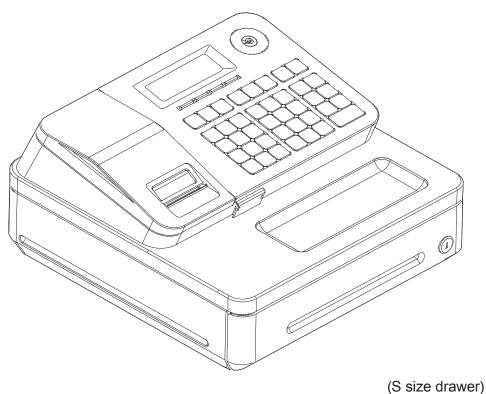


**User's Manual** 

# **PCR-T285 PCR-T295 SE-S100**

**Electronic Cash Register** 



#### 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".

#### **CASIO Authorized Service Centers**

If your CASIO product needs repair, or you wish to purchase replacement parts, please visit http://casio4business.com.

### **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.

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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.

<u></u> <b>∆</b> Danger	If this symbol is ignored and the product consequently misused, it can result in serious personal injury and/or death.
<b>∴</b> Warning	If this symbol is ignored and the product consequently misused, it may result in serious personal injury and/or death.
<b>⚠</b> Caution	If this symbol is ignored and the product consequently misused, 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 **①**.

# **⚠** 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.

# **A**Caution



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

#### Do not place the register in the following areas.



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

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



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

# To use the Cash Register safely

### **!**Caution



• 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.



Be careful not to cut your finger by the paper cutter.



• The cover or the plastic case for the terminal may discolor or damaged when thinner, gasoline, kerosene, various solvent, grease, any cleaner including them, adhesive, paint, medical agent, cosmetics, etc., are adhered. Please be cautious.

# **Precautions for Use**

#### **Notice**

- Any copying of the contents of this manual, either in part or its entirety without the permission of CASIO COMPUTER CO., LTD is prohibited under copyright laws.
- The contents of this manual and specifications of this unit are subject to change without notice.
- In case the terminal malfunctions or for any question about the contents of this manual, please contact your local CASIO service center or CASIO COMPUTER CO., LTD.
- To prevent losing all your settings and sales data, we strongly recommend that you install the memory protection batteries before you use the Cash Register and replace them at least once a year.



SD and SDHC Logos are trademarks of SD-3C,LLC.

### ■ 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.

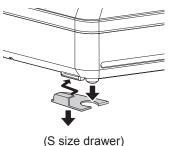
### ■ About drawer hook

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.





 $\epsilon$ 

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.

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.



This mark applies in EU countries only.

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

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

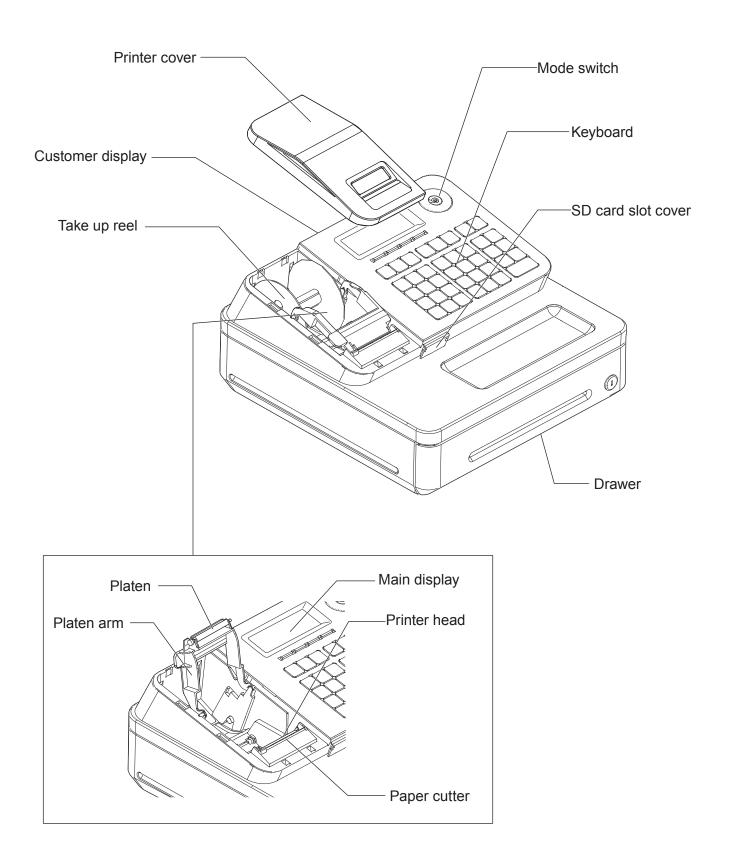
**WARNING:** This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This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

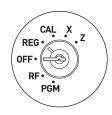
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# Getting to know your Cash Register

### **Name of Parts**



#### ■ Mode switch



Use the mode keys to change the position of the Mode switch and select the mode you want to use.

#### **PGM** (Program)

This position is for setting your Cash Register to suit the needs of your store.

#### RF (Refund)

Use this position for registering returned goods or correcting registered items.

#### OFF

The Cash Register turns off in this position.

#### **REG** (Register)

Use this position for regular registrations.

#### **CAL** (Calculation)

Set to this position when you use the Cash Register as a calculator.

#### X (Read)

Use this position for issuing daily sales totals report without clearing the data.

#### Z (Reset)

This position is for issuing reports of daily totals with clearing the accumulated totals.

### ■ Mode keys





There are two types of mode keys. The program key marked "PGM" and the operator key marked "OP". The program key can set the Mode switch to any position, while the operator key can select only OFF, REG, and CAL positions.

	PGM	RF	OFF	REG	CAL	Χ	Z
OP key	-	-	0	0	0	_	-
PGM key	0	0	0	0	0	0	0

#### **■** Drawer

The drawer opens automatically whenever you finalize a registration and whenever you issue a read or reset report. The drawer will not open if it is locked with the drawer key.

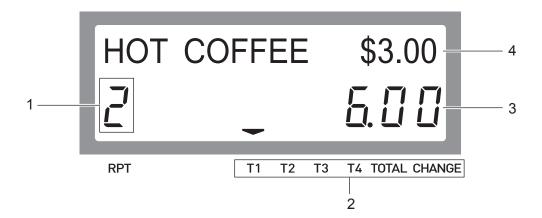
#### **■** Drawer kev

Use this key to lock and unlock the drawer.

### ■ Bill clip plate

Use this plate for tacking the notes received from customer.

### **Display**



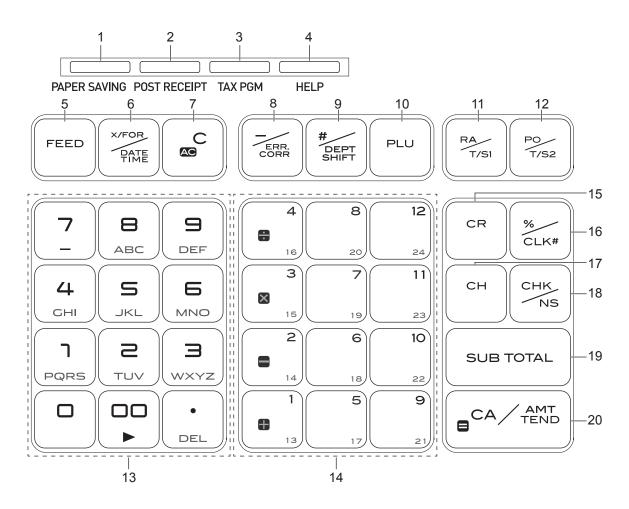
1 Repeat counter Indicates number of repetition for such case as multiple registration of a same item.

2 Transaction indicator Indicates the status of the displayed amount such as tax status, total amount, or change amount.

3 7-segment display Indicates amount.

4 Dot matrix display Indicates characters such as item names and prices.

### **Keyboard**



- 1 [PAPER SAVING] Use this key to stop issuing receipts or compressed journal printing to save paper.
- 2 [POST RECEIPT] When the Register is set to not to print receipts, pressing this key prints a receipt of the preceding transaction.
- 3 [TAX PGM] Use this key to set tax statuses and tax tables.
- 4 [HELP] Use this key to print operation guidance.
- 5 Use this key to feed the paper.
- Use this key to show present date and time. Also this key is used for multiplications.
- 7 Use this key to clear an entry that has not yet been registered.
- 8 Use this key to correct immediately preceding registration. Also this key is used for reducing price.
- Department shift key. Using this key with departments 1 to 12 keys, items are registered in departments 13 to 24. Also this key prints preceding number entry without any registration.
- Price look up key. Use this key to register preset items by number.
- 11 Use this key following a numeric entry to register money received by non-sale transactions.

12	PO/ T/S2	Use this key following a numeric entry to register money paid out from the drawer.
13	0 to 9 · 00	Ten-key. Use these keys for numeral entries.
14	+ 1) to 12	Department keys. Use these keys to register items to the corresponding department.
15	CR	Use this key for credit card payments.
16	%/ CLK#	Use this key for discounts. Also this key is used to sign a clerk on or off.
17	CH	Use this key to register charge sales.
18	CHK	Use this key for check payments. Also this key is used for opening drawer.
19	SUB TOTAL	Use this key to display and print the current subtotal amount.
20	= CA/AMT TEND	Use this key to register cash sales.

### **Getting started**

This chapter explains how to set up the Cash Register and get it ready to operate.

### To install memory protection batteries

### **Important**

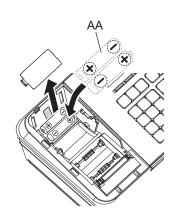
- These batteries protect information stored in your Cash Register's memory when there is a power failure or when you unplug the Cash Register. Be sure to install these batteries first.
- **1** Remove the printer cover by lifting it up.



**2** Remove the take up reel.



**3** Remove the battery compartment cover and install two new "AA" type manganese batteries in the battery compartment over battery extraction ribbon.



**4** Replace the battery compartment cover. Please make sure that the battery compartment cover is fastened securely with a click sound.



#### **Important**

- Be sure that the plus (+) and minus (-) ends of the batteries are facing in the directions as indicated on the battery compartment.
- The Cash Register will show "LOW BATTERY" on the display when the batteries are running low on power. Install two new batteries when this occurs.

#### Warning

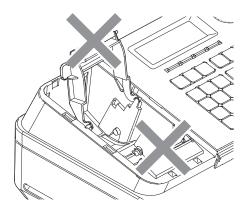
- Never try to recharge the batteries.
- Do not expose batteries to direct heat, let them become shorted or try to take them apart.
- Keep batteries out of the reach of small children. If your child should swallow a battery, consult a physician immediately.
- There is a risk of explosion if the batteries are replaced with improper type.
- Dispose used batteries according to the local rule.

### To set a paper roll

This Cash Register is fitted with a thermal printer - only 58 mm wide thermal paper rolls can be used.

#### **Caution (in handling the thermal paper)**

- Never touch the printer head and the platen as they become hot.
- Be careful not to cut your finger with the paper cutter.



- Unpack the thermal paper just before your use.
- Avoid heat and direct sunlight.
- Avoid dusty and humid places for storage.
- Do not scratch the paper.
- Do not keep the printed paper under the following circumstances.

High humidity and temperature/direct sunlight/contact with glue, thinner or a rubber eraser.

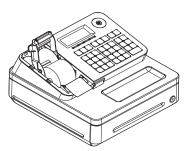
**1** Open the platen arm by lifting it up slowly.

**2** Hold the paper roll so that the end of the paper comes out from the bottom of the roll and place it behind the printer.





**3** Place the end of the paper over the printer.



**4** Close the platen arm slowly until it locks securely.



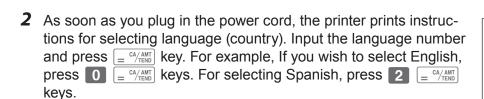
### **Important**

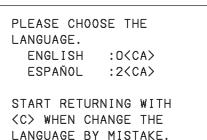
- If the thermal paper roll is not properly installed, you will not be able to use the Cash Register. The display shows "E014 Paper end" to indicate that the paper is not inserted.
- If the display shows "E010 Close the platen arm", close the platen arm securely.

### To set the language, date, time, and tax rates

#### **Important**

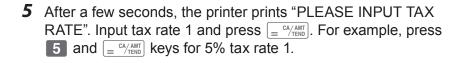
- In each setting of date, time and tax rates, the Cash Register prints your settings. Make sure that the settings are correct. If you have made incorrect date and time setting, press [acc] key. For other incorrect settings, pull out the AC cord, take out batteries, and start from the beginning.
- 1 Plug in the power socket into a wall outlet. Be sure to check the rating plate on the side of the Cash Register to make sure that its voltage matches that of the power supply in your area.

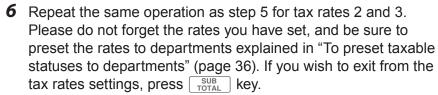




- **3** The printer prints the instructions for setting date and time, the top digit of the display flashes. Enter the date in order of month, day and year. For example, input 012115 for January 21, 2015.
- **4** Display changes for setting time. Enter the present hours and minutes in 24 hour system. For example, 1300 for 1:00 pm.

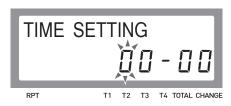
Note: For Canadian model, proceed to step 7.

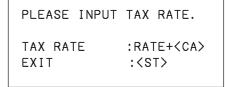




For US model, the basic settings have been completed. Proceed to the next step for Canadian model.







**7** Canadian model only: As the printer prints "PLEASE SELECT TAX TABLE." and list of the states, choose your state and input the number of the state and press \_\_ ca/AMT key. For example, if you use the Cash Register in Alberta, press \_\_ and \_\_ ca/AMT keys. If you select "MANUAL ENTRY: 0 <CA>", input tax rates manually by following steps 5 and 6 and then proceed to step 8.

PLEASE SELECT TAX TABLE : O<CA> MANUAL ENTRY Alberta : 1<CA> British Columbia: 2(CA) Manitoba : 3<CA> New Brunswick : 4<CA> Newfoundland : 5<CA> Nova Scotia : 6<CA> : 7<CA> Ontario : 8<CA> Prince Edward Quebec : 9<CA> Saskatchewan :10<CA> Yukon :11<CA> :12<CA> Northwest Nunavut :13<CA>

**8** Canadian model only: The printer prints "DO YOU USE CANA-DIAN ROUNDING?". Input 1 = CA/AMT (USE: not using 1¢ coins for change) or 0 = CA/AMT (NOT USE: using 1¢ coins for change).

DO YOU USE CANADIAN ROUNDING ?

USE :1<CA>
NOT USE :0<CA>

**9** Now, you have completed the initial setups of the Cash Register.

By default, taxable is preset to departments 5 through 12. To preset tax statuses to department keys, see page 36.

#### **Further operations:**

• To set tax table (page 71)

# Daily job flow

#### Before opening your store



- Plugged in? (page 18)
- Enough paper roll? (pages 16 and 17)
- Date and time are correct? (page 21)
- Prepared enough bills and coins for changes? (page 22)



#### While the store is open



- Registrations (page 23)
- Issuing latest total sales report if needed (page 44)



### After closing the store



- Issuing day's total sales report (page 44)
- Withdraw the money from the drawer.
   After you withdraw all the money from the drawer, we recommend that you leave the drawer open when you leave your store.
- Turn the Mode switch to OFF.

### Before opening your store

### Checking the time and date

You can check the time or date on the display whenever there is no registration being made.



Step Operation Display
 1 Press ★ key to show the date and time on the display.
 2 Press ★ cc key to clear the date/time display.
 Softing date and time

### Setting date and time

To change date and time, perform the following operations.



Turn the Mode switch to PGM position.

Input the date and time from ten key pad and press key in order of MMDDYY. The example on the right is for January 21, 2015.

Press Acc key.

Input the present time in 24-hour system. For example, 1300 for 1:00 PM. After then press key.

Press Acc key.

Acc

### Preparing bills and coins for change

Use  $\frac{n_{\text{Mos}}}{\sqrt{n_{\text{NS}}}}$  key to open the drawer and store prepared bills and coins for changes in the drawer.



NOTE

You can also use [CHK] key to open the drawer however, the amount of prepared money for change is not stored in the Cash Register's memory, and cash amount in drawer is miscalculated on the sales reports.

### Step Operation Printout

- Input the amount prepared for changes and press hey key. The example on the right is for preparing \$350.50.
- **2** Put the money prepared for changes in the drawer and close the drawer.



01-21-2015 09:30 REG 000002

RA \$350.50

### Registering items

The following examples show how you can use the department keys in various types of registrations. Departments are used for categorizing items. For example, department 01 for vegetables, department 02 for fruits, and department 03 for canned foods etc.



### Simple registration

### ■ Paying the exact amount

### **Sample Operation**

	Unit Price	\$1.00	
Item	Quantity	1	One Dept. 01 item priced \$1.00 is sold, and the
	Dept.	01	customer paid the exact amount in cash.
Payment	Cash	\$1.00	

Step Operation Printout

**1** Enter the unit price.

1 00

**2** Press corresponding Dept. key. In this example, Dept. 01.

+ 1

**3** Press = CA/AMT kev.

= CA/AMT TEND

### YOUR RECEIPT THANK YOU CALL AGAIN

01-21-2015 09:45 REG 000004

DEPT01 \$1.00 CASH **\$1.00** 

#### **Further operations:**

- To preset prices to departments (page 38)
- To preset item names to departments (pages 39 and 51)
- To register single item by single operation (pages 60 and 61)
- To preset tax statuses to departments (page 36)

### ■ Registration with change calculation

#### **Sample Operation**

	Unit Price	\$12.34	
Item	Quantity	1	One item priced at \$12.34 is sold and the customer
	Dept.	01	paid more than the total amount (\$20.00).
Payment	Cash	\$20.00	

#### Operation **Printout and Display** Step

**1** Enter the unit price.

1 2 3 4

**2** Press corresponding department

+ 1

**3** Press SUB TOTAL key. The total amount of the item is shown on the display.

SUB TOTAL

**4** Enter the tendered amount then press = CA/AMT key. The display shows the amount of change.

 $\begin{bmatrix} 2 & 0 & 0 \end{bmatrix} = \frac{CA/AMT}{TEND}$ 





\$20.00

\$3.50

# To use the Cash Register's basic function

### To register multiple items of the same price

### ■ Registering multiple items of the same price

### **Sample Operation**

Item 1	Unit Price	\$1.50	
	Quantity	3	
	Dept.	01	Three
Item 2	Unit Price	\$1.00	of \$1.
	Quantity	12	custo
	Dept.	01	]
Payment	Cash	\$20.00	

Three items of Dept. 01 priced at \$1.50 and a dozen of \$1.00 items of the same Dept. are sold, and the customer paid \$20.00 in cash.

CASH CHANGE

#### Operation **Printout** Step 1 5 0 **1** Enter the unit price of item 1. 21-01-2015 10:20 000007 REG [+ 1] [+ 1] [+ 1] **2** Press corresponding department key repeatedly for the purchased DEPT01 \$1.50 quantity. DEPT01 \$1.50 1 2 ×/FOR / DATE / TIME **3** Enter the quantity then press Y/FOR DEPT01 \$1.50 12 X @1.00 key. DEPT01 \$12.00 1 00 + 1 4 Enter the unit price and press cor-\$16.50 TOTAL

**5** Press SUB Key. Display shows the total amount.

responding Dept. key.

**6** Enter the tendered amount then press = CA/AMT key. The display shows the amount of change.

# 

### **■** Department shift

Using key, you can register items in Dept. 13 through 24. To register items in Dept. 13 through 24, operate key and <unit price> then Dept. key (+1) for Dept. 13 through 12 for Dept. 24).

### **Sample Operation**

	Unit Price	\$1.00	
Item	Quantity	1	Registering one piece of \$1.00 item of Dept. 20.
	Dept.	20	Dept. 20 is assigned by and <b>8</b> keys.
Payment	Cash	\$1.00	

#### Operation **Printout** Step #<sub>DEPT</sub> 1 00 1 Press key then enter the unit 01-21-2015 10:50 price. REG 000011 8 2 Press 8 key. \$1.00 item is registered in Dept.20. DEPT20 \$1.00 \$1.00 = CA/AMT TEND CASH **3** Press = CA/AMT key to finalize the transaction.

### **Various payments**

Instead of  $= \frac{CA/AMT}{TEND}$ , you can use CH, CR or  $CHK \\ NS$  keys for charge, credit card or check payments.

### ■ Other payments than cash

### **Sample Operation**

	Unit Price	\$10.00	
Item	Quantity	1	One Dept. 01 item priced \$10.00 is sold and the
	Dept.	01	customer paid by check.
Payment	Check	\$10.00	

Step	Operation	<u>Printout</u>	
<b>1</b> Enter the unit price.	1 0 00		
<b>2</b> Press corresponding Dept. key.	+ 1	01-21-2015 REG	11:10 000012
3 Press CHK key.	CHK /NS	DEPT01 CHECK	\$10.00 <b>\$10.00</b>

Instead of CHK key, use CH or CR keys for charge or credit card payments.

### **■** Split payment

You can register mixed payment of cash, charge, check, and credit card.

### **Sample Operation**

			,
	Unit Price	\$25.50	
Item	Quantity	1	One Dept. 01 item priced \$25.50 is sold, and the
	Dept.		customer paid \$10.00 in cash and the rest (\$15.50)
Payment	Cash	\$10.00	by credit card.
	Card	\$15.50	

Ľ	ayment	Card		\$15.50			
Step			Operation			Printout	
1	Enter the unit price.		2 [5	5 5 0	[		
2	Press corresponding	g Dept. key.	+ 1			01-21-2015 REG	13:30 000013
3	Input cash amount a  = c4/ANT key. The disp balance.	•	1 (	0 00 = CA/AMT TEND		DEPTO1 TOTAL CASH CREDIT	\$25.50 <b>\$25.50</b> \$10.00 \$15.50
4	Press CR key. The listered as credit card	-	CR		l		

#### **Discount**

#### **■** Discount on items

### **Sample Operation**

Item 1	\$10.00 (5% discount)	1 piece	Dept. 01	, , , , , ,
Item 2	\$20.00 (no discount)	1 piece	Dent U2	Five percent discount is given to a \$10.00 item.
Payment	\$30.00 in cash			\$ 10.55 Rem.

# Step

- **1** Enter the unit price of item 1, and press corresponding Dept. key.
- 2 Input the discount rate from ten key pad, and press key. The discounted amount of the item is shown on the display.
- **3** Register item 2.
- **4** Enter the tendered amount then press = CA/AMT key.

### **Further operation:**

• To preset discount rate (page 35)

### Operation Printout





2 0 00 -2

01-21-2015 REG	15:25 000021
DEPT01	\$10.00
%-	-0.50
DEPT02	\$20.00
TOTAL	\$29.50
CASH	\$30.00
CHANGE	\$0.50

# ■ Discount on total amount

#### **Sample Operation**

Item 1	\$10.00	1 piece	Dept. 01		
Item 2	\$20.00	1 piece	Dept. 02		
Total	\$30.00 (5%	\$30.00 (5% discount)			
Payment	\$30.00 in ca	\$30.00 in cash			

10.00 and 20.00 items are sold, and 5% discount is given on the total amount.

#### Step

- **1** Register item 1.
- **2** Register item 2.
- **3** Press SUB TOTAL key.
- 4 Input the percent rate from ten key pad, and press Key. The discounted total amount is shown on the display.
- **5** Enter the tendered amount then press  $= \frac{\text{CA}/\text{AMT}}{\text{ERBO}}$  key.

### Operation

- 1 0 00 + 1
- 2 0 00 -2



- 5 %/<sub>CLK#</sub>
- 3 0 00 = CA/AMT TEND

#### **Printout**

01- REG	21-2015	16:10 000023
	T01 T02	\$10.00 \$20.00 \$30.00
%- TOT CAS	AL	-1.50 \$28.50 \$30.00 \$1.50

# **Quantity discount registration**

Even price is set per specific quantity, the Cash Register calculates the price of add numbered quantity.

### **Sample Operation**

Set quantity	6 pieces	Set price	\$50.00	Dept. 01	Five pieces of \$50.00 for
Purchased quantity	5 pieces		6 pieces is purchased.		
Payment	\$50.00 in cash				

Р	ayment \$50.00 in cash			
St	ер	Operation	Printout	
1	Input purchased quantity and press	5 X/ron /OATE	01-21-2015	14:45
2	Input unit quantity and press (X/FOR LOAD) key.	6 X/FOR ZOATE THEE	REG 5 X	000016
3	Enter the set price and press corresponding Dept. key. The display indicates the amount of odd numbered quantity.	5 0 00 + 1	6 X DEPTO1 CASH CHANGE	@50.00 \$41.67 \$50.00 \$8.33
4	Enter tendered amount and press $= \frac{\text{CA}/\text{ABMT}}{\text{TEND}}$ key to finalize the transaction.	= CA/AMT TEND		

### **Price reduction**

### **Sample Operation**

Item 1	\$10.00 (reduce \$0.05)	1 piece	Dept. 01	
Item 2	\$20.00 (no reduction)	1 piece	Dept. 02	Reducing \$0.05 from item 1 unit price.
Payment	\$30.00 in cash			

#### Step

- **1** Register item 1.
- 2 Input reduction price (\$0.05 in this case) and press key.
- **3** Register item 2.
- 4 Press SUB TOTAL key.
- **5** Enter the tendered amount then press = CA/AMT key.

### Operation

1 0 00 + 1









### **Printout**

01-21-2015	16:20
REG	000025
DEPT01	\$10.00
-	-0.05
DEPT02	\$20.00
TOTAL	\$29.95
CASH	\$30.00
CHANGE	\$0.05

# Refund

When a customer returned a goods for refund, use this feature. You can also use this feature for deposited bottle return.



### **Sample Operation**

Returned Item 1	\$10.00	1 piece	Dept. 01	A customer returned one \$10.00 item (Dept. 01) and
Returned bottle	\$0.10	5 piece	Dept. 04	five bottles (Dept. 04) for refund.

Ŀ	totaliloa bottio quilo a	piece Bepti o i	· · · · ·
<u>s</u>	tep	Operation	Printout
1	Turn the Mode switch to RF position.		01-21-2015 18:40
2	Enter the price of the returned goods and press corresponding Dept. key.	1 0 00 + 1	DEPT01 \$10.00 5 X @0.10
3	Register the second item.	5 X/FOR 1 0 ÷ 4	DEPT04 \$0.50 CASH \$10.50
4	Press SUB TOTAL key. The amount of the refund will be shown on the display.	SUB TOTAL	
5	Press $\left[\begin{array}{c} = {^{CA}/{^{AMT}}} \\ = {^{CA}/{^{TEND}}} \end{array}\right]$ key.	= CA/AMT TEND	

# To print reference numbers

As a memorandum, you can print a reference number on the receipt. You can use this feature in REG or RF modes.





### **Sample Operation**

Reference number	12345			Printing "12345" as a note on the receipt.
Item 1	\$25.00	1 piece	Dept. 02	Finding 12345 as a note on the receipt.

#### Step

- 1 Input a reference number from ten key pad, and press key.
- 2 Register item 1.
- **3** Finalize the transaction.

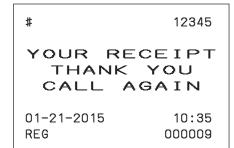
### Operation







#### **Printout**



DEPT02 \$25.00 CASH \$25.00

### **Corrections**

### To correct erroneous item input before registration

When you made incorrect input before you register it in a department, you can correct it by using  $^{ \text{Ac C} }$  key.



### **Sample Operation**

Item	Unit Price	\$1.00	
	Quantity	1	By mistake, you have entered \$4.00 instead of
	Dept.	01	\$1.00 for a Dept. 01 item.
Payment	Cash	\$1.00	

Step Operation Printout

- **1** By mistake, you have entered \$4.00 for \$1.00 item.
- **2** Press [ACC] key to cancel the wrong entry.
- **3** Input the correct unit price. Press Dept. key.
- **4** Finalize the transaction.





1 00 + 1

AC C



YOUR RECEIPT
THANK YOU
CALL AGAIN

01-21-2015 09:45
REG 000004

Erroneous input is not printed on the receipt.

\$1.00

\$1.00

DEPT01

CASH

# To correct erroneous item input immediately after registration

If an item has been already registered in a Dept., use key to cancel the registration. This correction is effective just after a registration.

### **Sample Operation**

Item	Unit Price	\$2.50	
	Quantity	1	By mistake, you have pressed a Dept. key twice for
	Dept.	03	one item.
Payment	Cash	\$2.50	

Step	Operation	Printout	
1 Entering a unit price.	2 5 0		
<b>2</b> By mistake, you have hit a Dept.	× 3 × 3	01-21-2015 REG	18:20 000028
key twice. <b>3</b> Press key to cancel the preceding registration (the last 3 key).	ERR	DEPT03 DEPT03 ERR CORR	\$2.50 \$2.50 -2.50
<b>4</b> Finalize the transaction.	= CA/AMT TEND	CASH	\$2.50

### **Basic setups and operations**

### **About HELP guidance**

In any Mode switch position, pressing key prints a guide menu shown below.

ENTER NUMBER THEN PRESS (HELP> KEY. 01:HOW TO PROGRAM DATE AND TIME ? 02:HOW TO PROGRAM TAX TABLE ? 03:HOW TO REPLACE PAPER ROLL ? 04:HOW TO TAKE REPORTS ? 05:WHAT IS THE ELECTRONIC JOURNAL ? 06:HOW TO CHANGE PRINTER MODE ? 07: WHEN AN ERROR OCCURS 08: IN THE CASE OF POWER FAILURE 09:WHEN THE "LOW BATTERY" SIGN APPEARS ON THE

POWER FA 09:WHEN THE "LOW BATTERY" SIGN APPEARS ON THE DISPLAY (ABOUT THE LOW-BATTERY INDICATOR) 10:HOW TO SET DEPT/PLU NAME ? 11:HOW TO PROGRAM CHARACTER FOR CLERK'S NAME / RECEIPT MESSAGE ? 12:HOW TO FORMAT SD CARD. 13:HOW TO BACK UP ECR SETTING IN SD CARD. 14:HOW TO RESTORE ECR SETTING FROM SD CARD. 15:HOW TO SAVE SALES DATA AND EJ DATA TO SD CARD. 16:HOW TO SET GRAPHIC LOGO.

Enter the guidance number and press key. The printer prints the guidance what to be done. For example, enter 0 2 and press key to print the guidance for programming tax table.

# To preset discount rate to och key

Presetting discount rate makes discount calculations quick and easy.

### **■**Presetting discount rate



### **Sample Operation**

Discount rate 10.5%		Presetting 10.5% to key.		
Step		Operation	Printout	
·	ess 1 and SUB TOTAL  Cash Register is in	1 SUB TOTAL	01-21-2015 ₽01 %-	14:30 000013 10.5%
	unt rate. You can set and 2-digit decimal.	10.5	/o <sup>—</sup>	10.5%
<b>3</b> Press ‰key.	-	%/ CLK#		
<b>4</b> Press SUB K setting.	ey to complete the	SUB		

### ■Registering an item with preset discount rate



### **Sample Operation**

Item 1	\$10.00 (preset 10.5% discount)	1 piece	Dept. 01	
Item 2	\$20.00 (no discount)	1 piece	Dept. 02	Discounting 10.5% (preset) on item 1.
Payment	ent \$30.00 in cash			(preset) on item 1.

### Step Operation Printout

- 1 Turn the Mode switch to REG position. Enter the unit price of item 1, and press corresponding Dept. key.
- **2** Press key. The item 1 is registered with preset discount rate.
- **3** Register item 2.
- 4 Press SUB TOTAL key.
- **5** Enter the tendered amount then press = CA/AMT key.











01-21-2015 REG	18:30 000030
DEPT01 10.5%	\$10.00
%-	-1.05
DEPT02	\$20.00
TOTAL	\$28.95
CASH	\$30.00
CHANGE	\$1.05

NOTE If you press the after sub to the total amount with preset rate.

### To preset taxable statuses to departments

By default, taxable is preset to departments 5 through 12. By presetting taxable statuses to departments, the Cash Register performs tax calculations with the rate you have set on pages 18 and 19 "To set the language, date, time, and tax rates".



### ■ Presetting taxable statuses to departments

#### **Sample Operation**

	Dept. 05	Tax status 2 (10%)	Presetting tax status 2 (10%) to Dept. 05 and tax
Tax status	Dept. 06	Tax status 3 (15%)	status 3 (15%) to Dept. 06. Ten and fifteen percent tax rates have been set in "To set the language, date, time, and tax rates" on pages 18 and 19 as an example.

**Printout** Step Operation 1 SUB TOTAL **1** Turn the Mode switch to PGM position and press 1 and SUB TOTAL 01-21-2015 16:10 P01 000018 keys. Now, the Cash Register is in the setup mode. DEPT05 T2 TAX PGM FGM **2** Pressing [TAX] key repeatedly chang-ТЗ DEPT06 es the tax status indication as: T/S1  $\rightarrow$  T/S2 $\rightarrow$  T/S1 & T/S2  $\rightarrow$  T/S3  $\rightarrow$  T/ S1 & T/S3  $\rightarrow$  T/S2 & T/S3  $\rightarrow$  ALL  $\rightarrow$ NON TAX. Select the tax status you wish to set. In this example, T/S2. 5

- **3** Press corresponding Dept. key. In this example, Dept. 05. If you wish to set the same tax status to another department, press the Dept. key consecutively.
- **4** Press TAX key twice. The tax status indication changes to T/S3. After then, press corresponding Dept. key.
- **5** Press SUB TOTAL key to complete the setting.

SUB

TAX PGM 6

## ■To register taxable items



#### **Sample Operation**

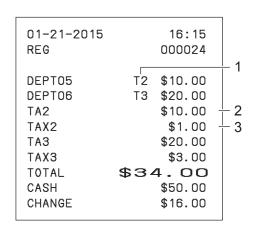
Item 1	\$10.00	1 piece	Dept. 05 (TS2: 5% tax)	Registering item 1 to Dept. 05 (preset
Item 2	\$20.00	1 piece		tax status 2; 5% tax) and item 2 to
Payment	\$50.00 in cash			Dept. 06 (preset tax status 3: 15% tax)

#### Operation Step

- 1 Turn the Mode switch to REG position and register items 1 and 2.
- **2** Enter tendered amount and finalize the transaction.



By the above operation, Cash Register prints the following receipt.



- Tax status
- Taxable amount
- 3 Tax amount

# ■ To change tax statuses (Tax shift)

Using or keys, you can change the tax statuses preset to departments. The following table explains the tax status shifts by [RA/|\text{TISI}] or [P7/|\text{ISI}] keys.

Preset tax status	Pressing [RA/ TISS] key	Pressing 🤼 key.
Non tax	Tax status 1	Tax status 2
Tax status 1	Non tax	Tax statuses 1 and 2
Tax status 2	Tax statuses 1 and 2	Non tax
Tax status 3	Tax statuses 1 and 3	Tax statuses 2 and 3

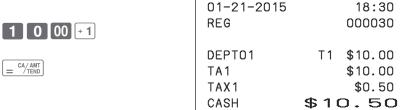
#### **Sample Operation**

Department 01 is non-tax Dept. But pressing [RA/TISI] key shifts the department to Tax status 1.

#### Operation **Printout**

- 1 Prior to a registration, press RA/TUSI
- **2** Register an item.
- **3** Finalize the transaction. The item is registered as taxable 1 item to non-tax Dept.





# To preset unit price to each department

## ■ Presetting unit prices to departments

You can preset a unit price to corresponding department to make registrations quick and easy.



## **Sample Operation**

Preset price	Dept. 02	\$3.50	Presetting \$3.50 to Dept. 02 and \$5.25 to Dept. 03.
Freset price	Dept. 03	\$5.25	Presetting \$3.30 to Dept. 02 and \$5.25 to Dept. 03.

L	Дері. 03	\$5.25		
S	tep	Operation	Printout	
1	Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. Now, the Cash Register is in the setup mode.		01-21-2015 ► 01 DEPT02	16:15 000020 #02
2	Input the unit price and the Dept. key you wish to preset to. The example on the right is for presetting \$3.50 to Dept. 02.		DEPT03	#02 @3.50 #03 @5.25
3	Perform the same operation for other Depts.	5 2 5 × 3		
4	Press SUB TOTAL key to complete the setting.	SUB TOTAL		

# ■ Registering items with preset prices

By presetting unit prices to departments, you can register items just by pressing Dept. keys.



#### **Sample Operation**

Item	Unit Price	\$3.50 (preset)	\$5.25 (preset)	
	Quantity	1	1	Degistering proper priced items
	Dept.	02	03	Registering preset priced items.
Payment		Cash		

Step	Operation	Printout	
7 Turn the Mode switch to REG position and just press corresponding Dept. keys. Items with preset prices	<b>-2</b> × 3	01-21-2015 15:10 REG 000017	
have been registered.  2 Finalize the transaction.	= CA/AMT = TEND	DEPT02 \$3.50 DEPT03 \$5.25 CASH \$8.75	

If you enter unit price by ten key prior to the Dept. key, the preset price becomes ineffective, and entered price is registered.

## To preset item names to departments

By presetting item names to departments, the names are printed on a receipt. You can choose an item name from 200 item list.

## ■ Programming item names to departments



## **Sample Operation**

Item	Dept. 02	MAGAZINE	Presetting "MAGAZINE" to Dept. 02 and
item	Dept. 03	BOOK	"BOOK" to Dept. 03.

## Step Operation Printout

- 1 Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys. The Cash Register becomes program mode.
- **2** Press **1 0** and HELP keys. Printer prints the category list.
- 3 Enter the category number (in this example, 210: BOOK, STATIONERY) and press key. Printer prints the item code list of the category.
- **4** Enter the item code, in this example, 040 for MAGAZINE and press corresponding Dept. key.
- 5 Enter the item code for the next item (in this example, 044 for BOOK) and press corresponding Dept. key.
- **6** Press sub to complete the setting. If you wish to set an item name of another category, repeat from step 3.

1 0 HELP

2 SUB TOTAL

- 2 1 0 HELP
- 0 4 0 -2
- 0 4 4 × 3
- SUB TOTAL

## Category list

110:ARTICLE SALE 210:B00K, STATIONERY 310:ELECTRONIC GOODS 410:DRESSING 510:SERVICE

610:PHARMACY 710:FOODSTUFFS 810:MEAL 910:OTHERS

ENTER XXX AND PRESS <HELP> TO SEE DEPT/PLU NAME.

#### Item code

210:BOOK, STATIONERY

036 : CD 037 : DVD 038 : ALBUM 039 : COMIC 040 : MAGAZINE 041 : GUIDE 042 : SUPPLIES 043 : HOBBY 044 : BOOK

O45 : NEWSPAPE
O46 : STATIONE
O47 : LITERARY
O48 : PAPERBAC
O49 : DICTIONA
O50 : CALCULAT
O51 : MAP

## ■ Registering items with preset names

The item names programmed by the above procedures are printed on receipts.



## **Sample Operation**

	Dept.	Unit Price	Quantity	Preset item name	Registering Dept. 02
Item	02	\$8.75	1	MAGAZINE	(preset as MAGA-
	03	\$15.50	1	воок	ZINE) and Dept. 03 (BOOK) items.

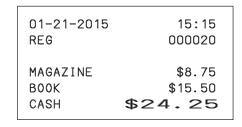
## Step Operation Printout

- 1 Turn the Mode switch to REG position. Enter the unit price and press corresponding Dept. key. If a preset price is programmed to the Dept. key, just press the Dept. key.
- **2** Register the other item.
- **3** Finalize the transaction. The item names, MAGAZINE, and BOOK will be printed on the receipt.



8 7 5 -2

= CA/AMT



# To preset PLUs

Apart from departments, you can preset unit prices and item names by using PLU (Price Look Up) feature. You can preset prices and names for up to 2000 PLU items.

## ■Presetting unit prices to PLUs



## **Sample Operation**

PLU item	PLU No.	Unit Price	
	5	\$8.50	Presetting \$8.50 to PLU 5 and \$14.00 to PLU 123.
	123	\$14.00	

Step	Operation	Printout	
Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. Now, the Cash Register is it the setup mode.	_	01-21-2015 P01	14:00 000007
2 Input a PLU number and press key.	LU 5 PLU	PLU0005 PLU0123	#0005 @8.50 #0123
3 Enter the unit price and press = CA/ANT key.	8 5 0 = CA/AMT		@14.00
4 Perform the same operation for the next PLU item.	1 2 3 PLU 1 4 00 = CA/AMT TEND		
<b>5</b> Press SUB TOTAL key to complete the setting.	SUB		

## **Further operation:**

• To link PLU items to department (page 57).

## ■ Naming PLU items

From 200 item name list, you can preset item names to PLU items.



## **Sample Operation**

PLU item	PLU No.	Item name	Item name No.	D. W. DILLA S. IMPRELLA I
	5	UMBRELLA	Uhi	Presetting PLU No.5 as UMBRELLA and PLU No.123 as SHIRT.
	123 SHI	SHIRT	077	1 LO 10.123 as 31 ii. 1.

Step Operation Printout

ERR

 $\begin{bmatrix} 0 & 6 & 1 \end{bmatrix} = \begin{bmatrix} \frac{CA}{AMT} \\ \frac{TEND}{TEND} \end{bmatrix}$ 

1 2 3 PLU

 $\begin{bmatrix} 0 & 7 & 7 \end{bmatrix} = \frac{CA/AMT}{TEND}$ 

- Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys to set the Register in the program mode.
- 2 Input the PLU number (in this case 5) and press PLU key.
- **3** Press key.
- 4 Input the item name code (in this case 061: UMBRELLA) and press = CA/AMT (TEND).

You can refer item name codes by the printout using key (see page 39).

- 5 Repeat steps 2 through 4 for the next PLU item (in this example, PLU 123, item name code 077: SHIRT).
- **6** Press SUB TOTAL key to complete the setting.



## ■ Registering PLU items

By entering a PLU number, preset unit price is automatically registered with preset name.

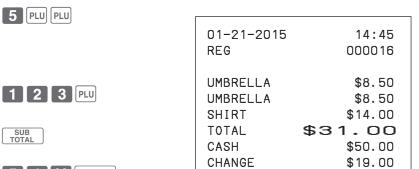


## **Sample Operation**

	PLU No.	Preset unit price	Quantity	Item name	Registering two of
PLU item	5	\$8.50	2	UMBRELLA	PLU 5 items (UM-
	123	\$14.00	1	SHIRT	BRELLA, \$8.50) and one PLU 123 item
Payment	Cash	\$50.00			(SHIRT, \$14.00).

Step	Operation	Printout
------	-----------	----------

- 1 Turn the Mode switch to REG position. Input the PLU number (5 in this case) and press PLU key twice (for two pieces).
- **2** Enter the PLU number of the next item, and press PLU key.
- **3** Press SUB TOTAL key.
- 4 Input the tendered amount and press = CA/AMT key to finalize the transaction.





• If PLU name is not preset, PLU number is printed instead of an item name.

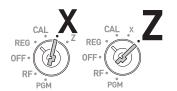
 $\begin{bmatrix} 5 & 0 & 00 \end{bmatrix} = \begin{bmatrix} \frac{CA}{AMT} \\ \frac{TEND}{TEND} \end{bmatrix}$ 

• If unit price is not preset, the Cash Register emits an error sound when the PLU number is assigned.

## **Daily sales reports**

## To print sales reports

At the end or middle of the business day, you can print categorized and summarized sales results of the day. Z report clears all the sales data whereas the data remains in memory by X report output.





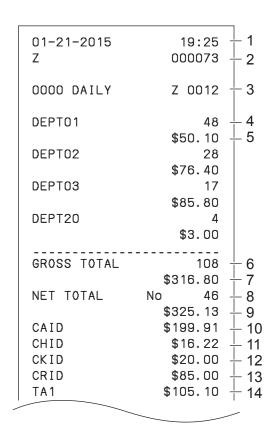
- Please do not perform the Reset report (Z) printing while your store is open. It clears all the sales data.
- Items that transactions have not been made will not be printed on the report.

## ■ Daily sales report

Step Operation

- **1** Turn the Mode switch to X or Z position.
- **2** Press = CA/AMT key. The printer prints the sales report.

= CA/AMT TEND



- 1 Date/time
- 2 Consecutive No.
- 3 Z report counter
- 4 Dept. /Quantity
- 5 Amount
- 6 Gross sales quantity
- 7 Gross sales amount
- 8 No. of net sales
- 9 Net sales amount
- 10 Cash in drawer
- 11 Charge in drawer
- 12 Check in drawer13 Credit in drawer
- 14 Taxable amount for tax rate 1

		_		
TAX1	\$4.20	<u>+</u> 15	15	Tax amount for tax rate 1
ROUND	\$1.23	$\frac{1}{16}$	16	Rounded amount
RF-MODE TTL	· ·	$\frac{1}{17}$	17	Refunded mode counter
	\$0.50	<sup>⊥</sup> 18	18	Refunded amount
CALCULATOR	No 3	<del> </del> 19	19	No. of CAL operation
CASH	No 44	<u>+</u> 20	20	No. of cash sales
CASII	\$203.91	$\frac{1}{20}$	21	Cash sales amount
CHARGE	No 3	$\frac{1}{22}$	22	Charge sales counter
	\$16.22		23	Charge sales amount
CHECK	No 1	<del> </del> 24	24	Check sales counter
	\$20.00	<del>+</del> 25	25	Check sales amount
CREDIT	No 2	<del>+</del> 26	26	Credit sales counter
RA	\$85.00 No 1	<sup>+</sup> 27 <sup>+</sup> 28	27	Credit sales amount
IVA	\$6.00	$\frac{1}{29}$	28	Received on account counter
Р0	No 2	$\frac{1}{20}$	29	Received on account amount
	\$10.00	<del>+</del> 31	30	Paid-out counter
_	1	<del> </del> 32	31	Paid-out amount
	\$0.50	<del>+</del> 33	32	Reduced counter
%-	No 1	<del>+</del> 34	33	Reduced amount
ERR CORR	\$0.66 No 21	$\frac{1}{2}$ 35	34	Premium/Discount counter
ERR CORR		$\frac{1}{2}$ 37	35	Premium/Discount amount
NS	No 12	\rightarrow 38	36	Error correction counter
			37	Error correction amount
CLERK	No 46	<del>+</del> 39	38	No sale counter
	\$325.13	<del> </del> 40	39	No. of clerk 01 transactions
GT \$	0000832271.20	<u> </u> 41	40	Clerk 01 sales amount
•		1	11	Grand total (not resettable)

## **■** Periodic sales report

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

Step Operation Printout

While Mode switch is in X or Z position, enter 1 0 from ten key pad and press = CA/AMT keys.



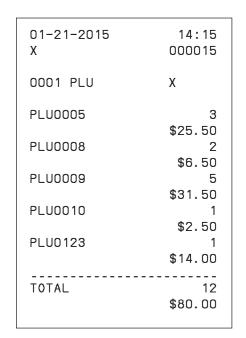
01-21-2015 Z	16:15 000001
0010 PERIODIC	Z 0001
GROSS TOTAL	\$956.00
NET TOTAL	No 21 \$1,027.15

# **■ PLU report**

You can issue PLU sales report.

Step Operation Printout

While Mode switch is in X or Z position, press and and and are capable keys.
The Cash Register issues PLU sales report.



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## Receipt control

To save paper, you can stop receipt print and, even in the paper saving mode, the Cash Register is able to print the receipt of immediately preceding transaction.

## To not print receipts

If you do not need to print out receipts, use the paper saving mode.

**1** To set the Cash Register in paper saving mode, just press [PAPER SAVING] key. The printer will not print any receipt.



- Even in the paper saving mode, transactions are stored in the Cash Register and, you can print X or Z reports.
- To unset the paper saving mode, press [PAPER SAVING] key again.

## To print receipts in paper saving mode

If you wish to issue a receipt in the paper saving mode, use post receipt feature.

**1** After the finalization of a transaction, press [POST RECEIPT] key. The receipt of the transaction is issued.

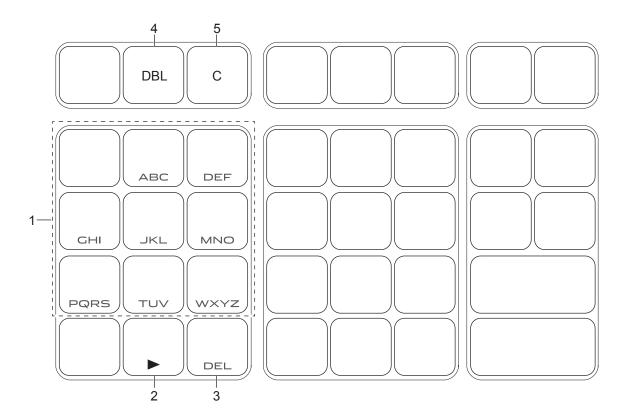


• You can issue a receipt only for the immediately preceding transaction.

# **Character settings**

Apart from the preprogrammed department or PLU names (see pages 39 and 42), you can attach names to departments and PLUs. The following clauses explain how to preset "FRUITS" to Dept. 10 and "ORANGE" to PLU 100.

## **Character keyboard**



1 Alphabet keys Hitting one of those keys repeatedly changes characters in the order shown in the table below.

2 Right cursor key Moves the cursor to the next digit.

3 DELETE key Clears the last inputted character.

4 DBL key Double size letter key. Assigns the next input character to be double-width

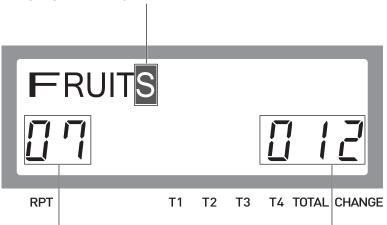
character.

5 Clear key Clears all the characters.

8	$ \begin{array}{cccccccccccccccccccccccccccccccccccc$
9	$\begin{array}{cccccccccccccccccccccccccccccccccccc$
4	$\begin{array}{cccccccccccccccccccccccccccccccccccc$
5	$J \rightarrow K \rightarrow L \rightarrow j \rightarrow k \rightarrow I \rightarrow 5$ returns to the beginning
6	$\begin{array}{cccccccccccccccccccccccccccccccccccc$
1	$P \rightarrow Q \rightarrow R \rightarrow S \rightarrow p \rightarrow q \rightarrow r \rightarrow s \rightarrow 1 \rightarrow p \rightarrow p \rightarrow \beta$ returns to the beginning
2	$\begin{array}{cccccccccccccccccccccccccccccccccccc$
3	$\begin{array}{cccccccccccccccccccccccccccccccccccc$
0	0
00	(Right cursor)
	(Delete)
	$7 \rightarrow @ \rightarrow - \rightarrow / \rightarrow space \rightarrow : \rightarrow ! \rightarrow ? \rightarrow ^{\sim} \rightarrow ( \rightarrow ) \rightarrow * \rightarrow # \rightarrow + \rightarrow , \rightarrow ^{\wedge} \rightarrow space$
7	$\left  \begin{array}{cccccccccccccccccccccccccccccccccccc$
	$\rightarrow$ \ $\rightarrow$ _ $\rightarrow$ ` $\rightarrow$ £ $\rightarrow$ × $\rightarrow$ ¿ $\rightarrow$ <b>;</b> $\rightarrow$ § returns to the beginning

# **Character setting display**

Setting digit is displayed in a reversed character.



Present digit of cursor. Double width character is counted as 2.

Maximum number of characters

## To set characters to departments and PLUs

## ■ Setting characters to departments



### **Sample Operation**

	Category name	Sotting catagory name "EDIJITS" to Dont 10
Dept. 10	FRUITS	Setting category name "FRUITS" to Dept. 10.

**Printout** Step Operation 2 SUB TOTAL **1** Turn the Mode switch to PGM posi-01-21-2015 14:40 tion and press 2 and SUB TOTAL keys P02 000012 to make the Register in the program mode. #10 FRUITS 10 **2** Press Dept. key you wish to set to. In this example, Dept. 10. X/FOR DATE TIME (DBL) **3** Press Press (DBL) key to assign the next character as double-width <Assigning double-width> character. 9 | 9 | 9 | **4** Press **9** key three times for letter <F> X/FOR (DBL) **5** Press (DBL) key to release <Releasing double-width> double-width assignment. 111 **6** Press **1** key three times for letter <R> 2 2 **7** Press **2** key twice for letter U. <U> 4 4 4 2 **8** Set the rest of characters "ITS". <|> <T> <S> = CA/AMT TEND **9** Press = CA/AMT key to determine the setting. If you wish to set characters to another department, repeat steps 2 through 9. SUB TOTAL **10** Press SUB TOTAL key to complete the setting.



- Use [III] (DEL) key to delete the last inputted character. To clear all the characters of the department, press [ACC] key.
- If you wish to set characters using the same key, use 00 (right cursor) key to move the setting digit.
- To insert a space between characters, press 7 (-) key five times.

## ■ Registering an item to a character preset department

After a category name of a department is set, the Cash Register prints following receipt when an item is registered to the department.

After 1 0 00 10  $= \frac{\text{CA}/\text{AMT}}{\text{TEND}}$  operation in REG mode.



01-21-2015	14:42
REG	000015
FRUITS TA1 TAX1 CASH	T1 \$10.00 \$10.00 \$0.50 <b>\$10.50</b>

## ■ Setting characters to PLUs



#### **Sample Operation**

	Item name	Setting item name "ADDLE" to DLI400
PLU100	APPLE	Setting item name "APPLE" to PLU100.

#### Step Operation Printout

AC C

8 1 00 1

<A><P>< >><P>

<L>

= CA/AMT TEND

SUB TOTAL

5 5 5 9 9

<E>

- Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys to make the Register in the program mode.
- **2** Enter the PLU number you wish to set to and press PLU key.
- **3** Press [AC C] key if you wish to clear present PLU name.
- **4** Enter item name (APPLE in this example) using multi typing keyboard.
- Press key to set the item name. Repeat steps 2 through 5 for other PLU items.
- **6** Press sub rotal key to complete the setting.

# ■ Registering character preset PLU items

After the above setting, the register prints the following receipt by the operation





01-21-2015	15:12
REG	000018
APPLE	\$1.23
CASH	<b>\$1.23</b>

NOTE

An error occurs if unit price is not set to the PLU number. See page 41 for setting PLU unit price.

# Other character settings

You can also set clerk names and receipt messages.

## ■ Setting receipt message

There are five lines for receipt message as shown below.





- 1 Line No.1
- 2 Line No.2
- 3 Line No.3
- 4 Line No.4
- 5 Line No.5

You can set message line by line.

#### **Sample Operation**

Line No. 1 CASIO Programming to print CASIO on top of the receipt. Step Operation 2 SUB TOTAL 1 Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys to make the Register in the program mode. 1 CH **2** Enter the message number (in this example 1), and press CH key. The Register is set to program the first line of the receipt message. **3** Input message of the first line. <DBL> <C> In this example, CASIO. 1 1 1 1 1 4 4 4 4 <S> <|> 6 6 6 <0> = CA/AMT TEND 4 Press = CA/AMT key to set the message of the first line. If you wish to set another line, repeat steps 2 through 4. SUB **5** Press SUB TOTAL key to complete the setting.

## ■ Issuing receipts with preset message

After the above setting, the Cash Register issues the following receipts when transactions are made in REG mode.





## **■** Setting clerk name

You can set clerk name so that the Register prints the name of the clerk in charge.



**NOTE** To print clerk name, you must program to force clerk number entry. (See page 68)

## **Sample Operation**

С	lerk No. 1	MARY	Programming clerk No. 1 I	MARY.
St	ер			Operation
1		switch to PGM position make the Register in the		2 SUB TOTAL
2		number you wish to se press Key.	t name. In this ex-	1 %CLKB
3	Program the cl	lerk name using multi ty	ping keyboard.	6 8 1 1 1 < M> <a> <r></r></a>
				3 3 3 <y></y>
4		key to set the name. If y steps 2 through 4.	ou wish to set another	= CA/ANT TEND
5	Press SUB TOTAL F	key to complete the sett	ing.	SUB

# ■ Printing clerk name on the receipt

After the above setting, the Cash Register issues the following receipt in REG mode when the clerk has signed on.



1 -	01-21-2015 REG MARY	14:20 000014
	DEPTO2 DEPTO3 CASH	\$3.50 \$5.25 <b>\$8.75</b>

1 Clerk name

NOTE

To print clerk name, you must program to force clerk number entry by D3 of "Overall settings of Cash Register (Set code 0622)". (page 68)

## To link PLU items to departments

You can link PLU items to corresponding departments. For example, link PLU 100 (Apple) to Dept. 10 (Fruits).

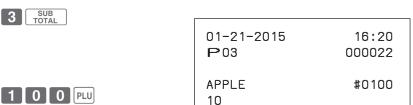
## **■** Linking PLU items to departments



#### **Sample Operation**

Step		Operation	Printout	
100	Dept. 10	Lilikilig FLO 100 to De	Linking PLU 100 to Dept. 10.	
PLU No.	Linking Dept.	Linking PLLI 100 to Do	Linking PLLI 100 to Dont 10	

- 1 Turn the Mode switch to PGM position and press 3 and SUB TOTAL keys to make the Register in the program mode.
- 2 Enter PLU No. you wish to link (100 in this example) and press PLU key.
- **4** Press SUB TOTAL key to complete the setting.



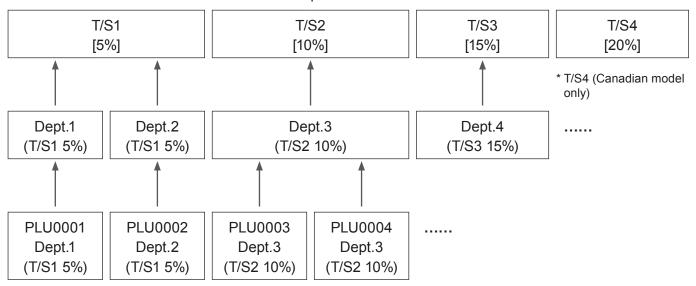
 $1 \quad 0 = \frac{\text{CA/AMT}}{\text{TEND}}$ 

SUB TOTAL

NOTE By default, all the PLUs are linked to Dept. 24.

## ■ About PLU tax status

Tax statuses of PLUs accord with the linked departments as shown below.



Please refer to "To preset taxable statuses to departments" (page 36) and "To set tax table" (page 71).

# ■ Registering PLU item linked to a department

When you register preset PLU item, linked department number is not printed on the receipt but it is categorized in the corresponding department.

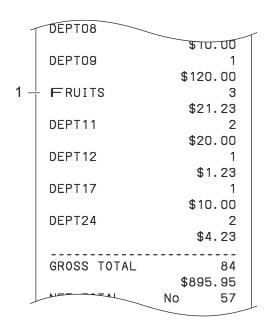


#### Receipt

	01-21-2015 REG	15:17 000018
1	- APPLE TA1 TAX1 CASH	T1 \$1.23 \$1.23 \$0.56 \$1.29

1 PLU 100 with preset name linked to Dept. 10

#### X/Z Report



1 Dept. 10 with preset name

## Simple settings

Step

## ■ Simple setting of key catch tones

You can set whether to sound key catch tones or not by simple programming.



# Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. Input 10800 from ten key pad and press SUB TOTAL key. Input 0 (sound key catch tones) or 1 (not sound key catch tones) and press SUB TOTAL key. Input 0 (sound key catch tones) or 1 (not sound key catch tones) and press SUB TOTAL tones tones hey catch tones tones to sounding key catch tones.

While Mode switch is in PGM position, press and SUB keys.

1 SUB TOTAL

Operation

- 2 Input 10200 from ten key pad and press sub rotal key
- 1 0 2 0 0 SUB TOTAL
- **3** Input 0 (normal character height) or 1 (double character height) and press = CA/AMT key. The example on the right is for setting double height characters.

 $= {^{CA/AMT} \over TEND}$ 

After the above setting, the Cash Register prints the following receipts in REG mode.

21-01-2015	09:40
REG	000003
DEPTO1	\$1.00
TOTAL	<b>\$1.00</b>
CASH	\$1.00

## Advanced programming

# To program advanced features to departments

You can also program the following features to the departments.

Minus unit price registration: Unit price registered in the department is stored as minus value. It is useful

for refunded items or returned bottles.

Maximum digit limitation: To prevent wrong unit price entry, you can set the maximum number of digit

for numeral entry.

Single item transaction: This feature finalizes the transaction just by hitting a Dept. key for single

item registration. You do not need to press = ca/AMT key to finalize.

## ■ Advanced programming of Dept. keys



#### **Sample Operation**

	(A)	(B)	(C)	Programming Dept. 02 as normal (not
Dept. 02	Normal Dept.		Single item transaction dept.	negative price) Dept., 4-digit limitation, and single transaction Dept.
Dept. 03	Minus Dept.	Maximum 5-digit entry	Normal dept.	Dept. 03 as minus price Dept., 5-digit limitation, normal (not single item) Dept.

#### **Printout** Step Operation

- **1** Turn the Mode switch to PGM position and press 3 and SUB TOTAL keys to make the Register in the program mode.
- **2** Referring the set code list A, B, and C below, input the setting code. In this example, (A) 0; Normal dept., (B) 4; 4-digit limitation, and (C) 1 ; Single transaction. After then, press corresponding Dept. key.
- **3** By the same manner, program the set code to Dept. 03 as (A) 1 ; Negative Dept., (B) 5; 5-digit limitation, and (C) 0; Not single transaction Dept.
- **4** Press SUB TOTAL key to complete the setting.





0 4	1 - 2
(A) (B)	(C)

1	5	0	× 3
(A)	(B)	(C)	



01-21-2015 ₱03	14:48 000014
DEPT02	#02
DEPT03	0041 #03
	0150

	Set code			
(4)	Normal Dept.	0		
(A)	Negative unit price allowable	1		
	No digit limitation for unit price	0		
(B)	Maximum number of digit for unit prices (up to 8 digits)	1 to 8		
	Prohibit manual unit price entry (only preset price is registrable)	9		
(C)	Normal registration department	0		
	Single item transaction department	1		

<sup>\*</sup> Default value of (A), (B), and (C) are "000".

# ■ Single item transaction

By presetting a Dept. key as single item transaction department, you can transact an item just by pressing the Dept. key without any transaction key.



NOTE

Single item transaction feature is not effective if a unit price is not preset to the corresponding department key.

Step	Operation	Printout	
Turn the Mode switch to REG position, just press a single item transaction Dept. key. In this example, Dept. 02.	- 2	21-01-2015 REG DEPT02 CASH	17:20 000026 \$3.50 \$3.50

# To program advanced features of the function keys

The following operation sets  $\%_{\text{CLK}}$ , CH, CR,  $\%_{\text{NS}}$ , and CR keys further features.



Step	Operation Operation
1 Turn the Mode switch to PGM position and press 3 ar	and Sub TOTAL
<b>2</b> Referring the following table, input the program code you wish to program. For example, to program key as % (premium) key, enter 0001.	
<b>3</b> Press corresponding function key.	$^{\%}_{\text{CLK$\sharp}}$ , $\overline{\text{CH}}$ , $\overline{\text{CR}}$ , $\overline{\text{CHK}}_{\text{NS}}$ , or $\overline{\text{E}^{\text{CA/AMT}}_{\text{TEND}}}$
4 Press SUB TOTAL key to complete the setting.	SUB

# ■ Programming 🥍 key further functions

	Description	Selection	Program code	Default value
D4	Always 0	0	0	0
D3	Always 0	0	0	0
D2	Round off, omit fraction, or round up?	Round off =0 Omit = 1 Round up = 2	0,1 or 2	0
D1	Use Key as <%->, <%+>, or <manual tax="" –=""> key?</manual>	%- = 0 %+ = 1 Manual – Tax = 2	0,1 or 2	0

## **Programming example**

To set  $\%_{\text{LK}}$  key as manual tax key, follow the undermentioned operation.



After this setting, you can manually input tax amount. For example, to lay \$1.25 tax on \$50.00 Dept. 01 item, operate as follows.

In REG mode, operate  $\begin{bmatrix} 5 & 0 & 00 \end{bmatrix} + 1 \begin{bmatrix} 1 & 2 & 5 \end{bmatrix}$  CLIF  $\begin{bmatrix} \frac{CA/AMT}{TEND} \end{bmatrix}$ .

01-21-2015	16:15
REG	000024
DEPTO1	\$50.00
TAX	\$1.25
CASH	\$51.25

# ■ Programming [CH], [CR], [CH], [CH], and [E] keys further functions

	Description		Selection	Program code	Default value
	Use Finnish rounding?	а	Yes = 1 No = 0		
D4	Limit last 2 digits of numeral entry 00 or 50? (Only for = c4/AMT key)	b	Yes = 2 No = 0	(a+b+c) Add a, b and c	0
	Limit the last digit of numeral entry 0 or 5? (Except CH and CR keys.)	С	Yes = 4 No = 0	- Add a, b and c	
D3	Prohibit partial payment? (Except CH and CR keys.)		Yes = 1 No = 0	0 or 1	0
D2	Always 0		0	0	0
D1	Always 0		0	0	0

# To program advanced features of the Cash Register

To program the advanced settings of the register, please follow the operations shown below.



St	tep	Operation		
1	While Mode switch is in PGM position, press 3 and Sub total keys.	3 SUB TOTAL		
2	Referring the following table, input the set code you wish to program and press SUB TOTAL key. For example, to program overall features of Register, input 0622	(Set code)		
3	Referring table of each program, input six-digit program code and press $_{\equiv}$ $^{\text{CA}/_{\text{TEND}}}$ key.	D6 D5 D4 D3 D2 D1 (Program code)		
4	Press SUB TOTAL key to complete the setting.	SUB		

#### Set codes

Set code	Items to set	Set code	Items to set
0322	Tax related printings	0822	Print control of X/Z reports
0422	Country-specific rounding and tax system	1022	Operations in calculator mode
0522	Print control	2022	Display control
0622	Overall settings of the Register		

# ■ Programming taxable item symbol printing (Set code: 0322)

	Description		Selection	Program code	Default value
D6	Always 0		0	0	0
D5	Print T/S (tax symbol)?	а	Yes = 2 No = 0	0 or 2	2
D4	Print Australian GST message?	b	Yes = 4 No = 0	0 or 4	0
	Print TA1 on the receipt?	а	Yes = 1 No = 0	(a+b+c) Add a, b and c	
D3	Print TA2 on the receipt?	b	Yes = 2 No = 0		7
	Print TA3 on the receipt?	С	Yes = 4 No = 0		
D2	Print TA4 on the receipt?	а	Yes = 1 No = 0	(0.14)	4
DZ	Print VAT (inclusive tax) on receipts?	b	Print = 2 Not print = 0	(a+b) Add a and b	1
D1	Always 0		0	0	0

 $<sup>^{\</sup>star}$  Add a, b, and c. For example, to print TA1 (a= 1), TA2 (b=2), and TA3 (c = 4), D3 should be 7.

## **Programming example**

To program Print T/S on receipts (D5 = 2)/Print TA1, TA2, and TA3 on receipts (D3 = 7)/Print TA4 on receipts, and print VAT (D2 = 3), operate as follows.

3 SUB TOTAL	0 3 2	2 SUB TOTAL	0 2	2 0	7	3	0	= CA/AMT TEND	SUB TOTAL
	(Set code	)		(Set	data	1)			

# ■ Country-specific rounding and tax systems (Set code: 0422)

	Description			Program code	Default value
D6	Rounding system (see tables below) 00: No rounding 01: IF1 02: IF2 03: Denmark 04: Norway 05: Singapore		00 to 13	00	Depend on the
D5	06: Finland 07: Australia 08: Canada 09: New Zealand (A) 10: New Zealand (B) 11: Malaysia 12: Czech 13: South Africa		00 to 13	to 1 3	region
D4	Tax system 0: Single tax (1 to 4) 1: USA 2: Canada 3: Singapore		0 to 3	0 to 3	Depend on the region
D3	Print invoice number on receipts?		Yes = 1 No = 0	0 or 1	0
D2	Always 0		0	0	0
D1	Display rounded value?	а	Yes = 1 No = 0	(a.lh)	0
וטו	Allow sand samount only multiples of 0.05? (Australian model only)	b	Yes = 2 No = 0	(a+b) Add a and b	0

## Rounding systems for each country

IF 1 rounding	
Last digit of ST	Result
0 to 2	0
3 to 7	5
8 to 9	10

South African rounding				
Last digit of ST	Result			
0 to 4	0			
5 to 9	5			

IF 2 rounding	
Last digit of ST	Result
0 to 4	0
5 to 9	10

New Zealander (A/B) rounding			
Last digit of ST/ CA CG	Result		
0 to 4/5	0		
5/6 to 9	10		

Danish rounding	
Last 2 digits of ST/ CA CG	Result
00 to 24	00
25 to 74	50
75 to 99	100

Malaysian rounding			
Last digit of ST/ CA CG	Result		
0 to 2	0		
3 to 7	5		
8 to 9	10		

Singaporean rounding	
Last digit of item, %- REG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Norwegian/Czech rounding			
Last digit of ST	Result		
00 to 49	00		
50 to 99	100		

Finnish rounding	
Last digit of ST/ CA CG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Canadian rounding			
Last digit of ST/ CA CG	Result		
0 to 2	0		
3 to 7	5		
8 to 9	10		

Australian rounding				
Last digit of ST/ CA CG	Result			
0 to 2	0			
3 to 7	5			
8 to 9	10			

## **Programming example**

To program No rounding: (D6, D5 = 00)/Single tax system: (D4 = 0)/Print invoice No. on receipts: (D3 = 1)/D2 should be 0/Display rounded amount (D1 = 1), operate as follows.



## ■ Programming print control (Set code: 0522)

	Description		Selection	Program code	Default value
	Use receipt or journal?*	а	Receipt = 0 Journal = 1		
D6	Normal print or double length print on receipts?	b	Normal = 0 Tall = 2	(a+b+c) Add a, b and c	0
	Print total amount when finalized?	С	Yes = 4 No = 0	rida a, b and c	
D5	Print receipt message characters or graphic logo?		Character = 0 Graphic = 1	0 or 1	0
D4	Print the time on receipts?		Yes = 0 No = 4	0 or 4	0
	Print consecutive number on receipts?	а	Yes = 0 No = 1		
D3	Print total amount by SUB TOTAL key?	b	Yes = 2 No = 0	(a+b+c) Add a, b and c	0
	Print detailed items on journal?	С	Yes = 0 No = 4	Add a, b and c	
D2	Always 0		0	0	0
D1	Printing density Normal: 0, Dark: 1, Max. darkness: 2		0 to 2	0,1 or 2	0

<sup>\*</sup> See page 75 for simple journal setting.

#### **Programming example**

Using journal, Normal print width, Print total amount by subtotal key: (D6 = 1 + 0 + 4)/Character receipt message: (D5 = 0)/Print time on receipts: (D4 = 0)/Not print consecutive number, Print total amount by  $\frac{\text{SUB}}{\text{TOTAL}}$  key (D3 = 1 + 2)/Print density: normal (D1 = 0), operate as follows.



## ■ Overall settings of Cash Register (Set code: 0622)

You can program the following features to the Cash Register.

- (D6) Whether to sound key catch tone or not.
- (D5) Whether to clear the key entry buffer when a receipt is issued. Whether to reset the consecutive number after Z report.

  Allow to finalize minus total amount.
- (D4) Whether to show seconds on the display or not.
- (D3) Whether to use 00 key as <00> or <000> key. Whether to force clerk number entry before registrations.
- (D2) Whether to use multi typing system or character code entry system (see page 49) for character settings.
- (D1) Whether to store electronic journal (see page 79) and sales data in an SD card or not.

Description		Selection	Program code	Default value	
D6	D6 Sound key catch tone?		Yes = 0 No = 4	0 or 4	0
	Clear key entry buffer when issuing receipt?	а	Yes = 1 No = 0		
D5	Clear consecutive number after Z report?	b	Yes = 0 No = 2	(a+b+c) Add a, b and c	0
	Allow minus total finalization?	С	Yes = 4 No = 0	rida a, b ana o	
D4	D4 Show seconds on the display?		Yes = 1 No = 0	0 or 1	0
D3	Use 00 key as <000> key?	а	Yes = 1 No = 0	(0.16)	
D3	Force clerk number entry?	b	Yes = 2 No = 0	(a+b) Add a and b	0
D2	D2 Character set method is multi typing or key code entry system?		Multi typing = 0 Key code = 2	0 or 2	0
D1	Store electronic journal and sales data in an SD card for X report?	а	Yes = 1 No = 0	(3+b)	
וֹט	Store electronic journal and sales data in an SD card for Z report?	b	Yes = 2 No = 0	(a+b) Add a and b	0

<sup>\*</sup> Add a, b, and c. For example, to set clear key entry buffer: a = 1, not clearing consecutive number: b = 2, not allowing minus total finalization: c = 4. The set value for (B) is 1 + 2 + 4 = 7.

#### **Programming example**

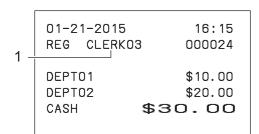
Sound key catch tone: (D6 = 0)/Clear consecutive number, Allow minus total finalization (D5 = 1 + 2 + 4 = 7)/Show seconds on the display: (D4 = 1)/Not use 00 key as 000 key/Force clerk sign on (D3 = 2)/C Character setting method is multi typing: (D2 = 0)/S electronic journal and sales data in an SD for X report/Not storing electronic journal and sales data in an SD card for Z report (D1 = 1), operate as follows.



#### Forcing clerk number entry

In the above program, if you set 2 or 3 to the set value of (D3), the Cash Register emits an alert and asks you to sign on when you operate the Cash Register without entering clerk number.

Clerk number or clerk name (see page 56) will be printed on receipts if clerk number entry is forced. You can use up to eight clerk numbers or names.



1 Clerk No.

## ■ Print controls of X/Z report (Set code: 0822)

	Description		Selection	Program code	Default value
D6	Always 0		0	0	0
D5	D5 Clear electronic journal after Z report?		Yes = 0 No = 1	0 or 1	0
D4	Print total refunded amount?		Yes = 0 No = 1	0 or 1	0
D3	Print zero amounts on reports?	а	Yes = 1 No = 0	(a.l.b.)	
D3	Print GT (accumulated amount of the Register) on reports?	b	Yes = 0 No = 2	(a+b) Add a and b	0
D2	Print invoice numbers on receipts?		Yes = 4 No = 0	0 or 4	0
D1	Always 0		0	0	0

## ■ Calculator mode settings (Set code: 1022)

	Description	Selection	Program code	Default value
D6	Always 0	0	0	0
D5	Always 0	0	0	0
D4	Always 0	0	0	0
D3	Always 0	0	0	0
D2	Always 0	0	0	0
	Open the drawer when = CA/AMT key is pressed?	Yes = 1 No = 0		
D1	Open the drawer when the large state of the large s	Yes = 2 No = 0	(a+b+c) Add a, b and c	0
	Print number of CA/AMT key depression on X/Z reports?	Yes = 0 No = 4	nad a, b and c	

# ■ Display control (Set code: 2022)

	Description	Selection	Program code	Default value
D6	Display rear indicator?	Yes = 0 No = 1	0 or 1	0
D5	Always 0	0	0	0
D4	Always 0	0	0	0
D3	Light the illuminator?	Yes = 0 No = 1	0 or 1	0
D2	Illumination off timer. (00 to 59 minutes)		0 0	
D1			to 5 9	20

## Tax table

#### To set tax table

You can set four kinds of tax table. By this table, you can set tax rates, rounding system, and add-in or add-on tax systems.



NOTE

The tax rates you have set in "To set the language, date, time, and tax rates" (pages 18 and 19) is replaced by the rate of this setting.

#### **Sample Operation**

Setting 7.0 percent tax rate, rounding off, and add-on tax to tax table 1.

## Operation Step

- 1 Turn the Mode switch to PGM position and press 3 and SUB total keys.
- **2** Enter tax table number and press [TAX PGM] key. The example on the right is for assigning tax table 1.
- **3** Enter the tax rate in the range from 0.0001 to 99.9999 and press = CA/AMT key. The example on the right is for setting 7.0 %.
- 4 Referring the tables below, enter rounding (A), add-in/addon (B) codes, and press = CA/AMT key. The example on the right is the code for rounding off, and add-on tax.
- **5** Press SUB TOTAL key to complete the setting.

- 3 SUB TOTAL
- 1 [TAX PGM]
- $[7] \cdot [0] = {\text{CA/AMT} \atop \text{TEND}}$
- $\begin{bmatrix} 5 & 0 & 0 & 2 \end{bmatrix} = CA/AMT$ (A) (B)

SUB TOTAL

Rounding system (A)		Add-in/Add-on (B)	
Cut off to 2 decimal places		No specifications	0
Round off to 2 decimal places	5 0 0	Add-on tax	2
Round up to 2 decimal places 9 0 0		Add-in tax (VAT)	3
		Tax on tax	4
		VAT on tax (Thai system)	6

## **Printing programmed data**

## **Checking your program**

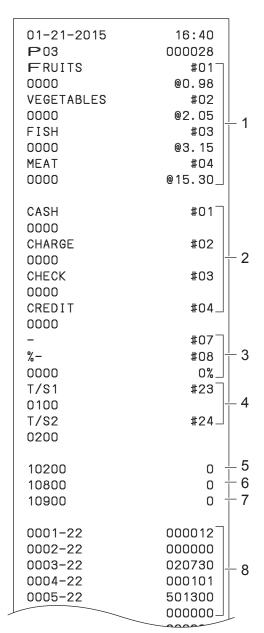
You can check programmed data you have set.



# ■ To check settings (other than PLU)

Step

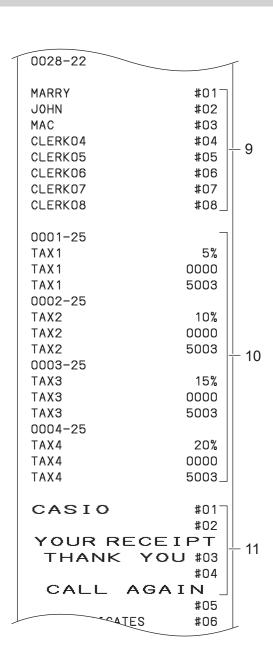
**1** Turn the Mode switch to PGM position and press SUB Key.



#### Operation

SUB TOTAL

- 1 Dept. name and price
- 2 Transaction key setting
- 3 Reduction and discount settings
- 4 Tax shift settings
- 5 Receipt/Journal setting
- 6 Key catch tone setting
- 7 Storing in SD card setting
- 8 Set code and set data



- 9 Clerk names settings
- 10 Tax rate settings
- 11 Receipt message settings

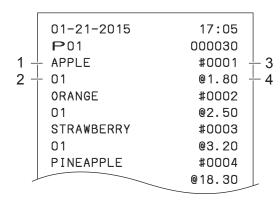
# ■ To check PLU settings



#### Step

**1** While Mode switch is in PGM position, enter **1 0** and press SUB TOTAL key.

Unit prices and item names preset to PLUs are printed.



# Operation



- 1 PLU item name
- 2 Linked Dept.
- 3 PLU No.
- 4 PLU unit price

### To record business journal

# To use journal paper

Instead of issuing receipts, you can roll the printouts of transactions on the take up reel so that you can use the printouts as business journal.

#### ■ Programming to print business journal

The following operations set the Cash Register to print business journal. By this setting, the printer omits receipt message, and the take up reel rolls the paper up.



Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys to make the Register in the program mode.

Printout

1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL

01-21-2015 11:45 P01 000005

PRINTER JOURNAL

**2** Press **1** and CH keys. The Register is set as journal printer.

**3** Press SUB TOTAL key to complete the setting.

SUB TOTAL

1 CH

NOTE If you wish to resume receipt printing press 0 and CH keys in step 2.

# ■ Setting journal paper

**1** Remove the printer cover by lifting it up.



- **2** Press FEED key so that the paper is fed about 15 centimeters.
- **3** Remove the left side plate from the take up reel.

- **4** Clip the paper between the shaft and hook by rolling the paper from top of the hook.
- **5** Roll the reel a few turns so that it holds the paper securely. After then replace the left side plate.



- **6** Place the take up reel behind the printer. Be sure that the shaft of the reel is in the groove of the compartment. Press | key to reduce a slack of the paper. Make sure that the paper is rolled securely.
- **7** Replace the printer cover.

#### **■** Compressed journal print

To save the paper, you can set the Register to print journals with compressed numbers and characters. To set compressed journal printing, press [PAPER SAV-ING] key while the Register is programmed to be journal printer.



01-21-2015 18:00
REG 000027
DEPT01 \$10.00
DEPT02 \$20.00
DEPT03 \$30.00
CASH \$60.00

NOTE To resume normal journal printing, press [PAPER SAVING] key again.

# **Electronic journal**

The Cash Register stores daily transactions in the memory and, you can call transactions in specific date.



#### ■ To call business journal of specific date

Step Operation Printout

- 1 Turn the Mode switch to X position and press 5 8 and press = CA/AMT keys.
- 2 Input the date you wish to call in order of MM/DD/YY and press = CA/AMT key. The example on the right is January 21 2015.

  If you wish to obtain all the past sales data, just press = CA/AMT key without entering date.
- Jif you wish to call specific transaction, input consecutive number of the transaction. If not, press = CA/AMT key. The Register prints transactions of the specific date.



 $\begin{bmatrix} 5 \\ 8 \end{bmatrix} = \begin{bmatrix} CA/AMT \\ TEND \end{bmatrix}$ 

= CA/AMT TEND

= CA/AMT TEND

01-21-2015 X	15:30 000025
0058 EJ	Х
01-21-2015 P01 01-21-2015 X 0000 DAILY 01-21-2015 REG DEPT01 DEPT02 DEPT03 CASH 01-21-2015 X 0000 DAILY 01-21-2015 X	13:15 000020 13:18 000021 X 14:42 000015 \$1.00 \$2.00 \$3.00 \$6.00 15:25 000024 X 15:30 000025 X

# ■ To clear electronic journal data

Perform the above operations in Z mode.

To save electronic journal data in an SD card, follow "Saving sales data and electronic journal data in an SD card" (page 79) first.

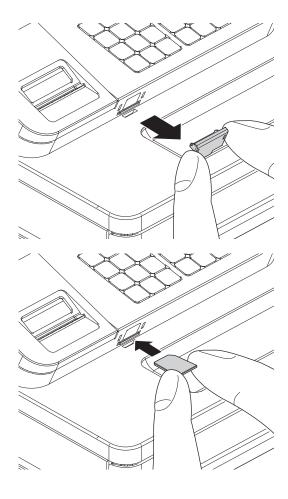
# To utilize an SD card

#### To insert an SD card

#### **Important**

- Insert the SD card in the direction so that the label of the card is facing upward.
- To extract the SD card, turn the Mode switch off and push the card once lightly. As the card will be popped out, pull it out.
- **1** Open the SD card compartment cover.

**2** Insert an SD card all the way into the SD card slot. Diagonally cut part should be right upper corner.



#### To save or recall data in or from SD card

# ■ Saving sales data and electronic journal data in an SD card

You can store X, Z, or electronic journal data in an SD card.



# Step 1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. 2 Enter 1 0 9 0 0 from ten key pad and press SUB TOTAL key. 3 Input 1 2 or 3 key depending on the storing data 1 2 or 3

= CA/AMT TEND

- Input 1, 2 or 3 key depending on the storing data press CA/AMIT key after then.
  - 0: Does not save in SD card
  - 1: For X report
  - 2: For Z report
  - 3: For X and Z reports
- **4** Issue the report you wish to store. After issuing, selected data is saved in the SD card.
  - Daily Z report
  - Periodic X report
  - Periodic Z report
  - PLU X report
  - PLU Z report

# ■ To back up Cash Register settings

You can back up the set data you have programmed in an SD card.

#### Step Operation **Printout** 7 SUB TOTAL **1** While Mode switch is in PGM position, press 7 and SUB TOTAL keys. 01-21-2015 P07 000010 4 1 1 4 SUB TOTAL 2 Enter 4 1 1 4 keys from ten key pad and press SUB TOTAL key. ----- (4114)----= CA/AMT **3** Press = CA/AMT key. After for a while, Data Backup Normal End Cash Register prints "Data Backup Normal End".

# ■ To restore backed up program data from SD card

Step Operation Printout

- While Mode switch is in PGM position, press 7 and SUB keys.
- 2 Enter 4 1 0 4 keys from ten key pad and press SUB TOTAL key.
- **3** Press = CA/AMT key. After for a while, Cash Register prints "Data Restore Normal End".







01-21-2015 17:18 №07 000011

-----(4104)----SD

Data Restore Normal End

#### Calculator mode

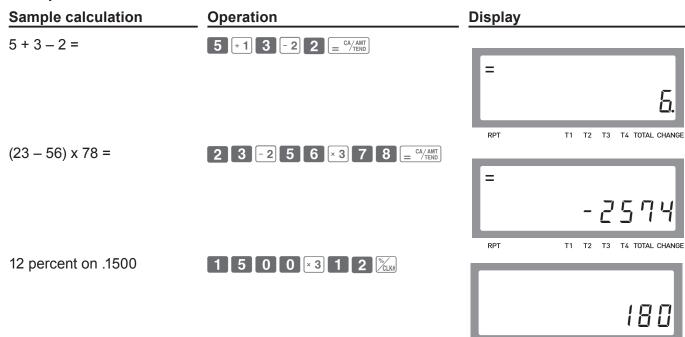
# To use Cash Register as a Calculator

Using [+1], [-2], [+4], [-2], [+4], [-2],



T1 T2 T3 T4 TOTAL CHANGE

#### **Example**



# Specifications

Entry	10-key system; Buffer memory 8 keys (2-key roll over)			
Main display	20 characters x 1 line 10-digit numeral x 1 line			
Customer display	Amount 8 digits (zero suppression)			
PRINTER				
Receipt/Journal	Thermal alpha-numeric system 24 digits, receipt on/off key			
Paper roll	58 (W) x 80 (D) mm			
Paper feed	Receipt or Journal			
Print speed	10 lines/second max.			
Listing capacity				
Amount	9999999			
Quantity	9999.999			
Tendered amount	999999999			
Percent	99.99			
Tax rate	9999.9999			
Numbers	999999999			
Chronological data				
Date print	Automatic date printout on receipt or journal, automatic calendar			
Time print	Automatic time printout on receipt or journal, 24-hour system			
Alarm	Key catch tone, error alarm			
Memory protection battery	The effective service life of memory protection batteries (two new size AA manganese batteries) is approximately one year from installation into the machine.			
Power supply/power consumption	See the rating plate.			
Operation temperature	0°C to 40°C (32°F to 104°F)			
Humidity	10 to 90%			
Dimensions	180 mm (H) × 410 mm (W) × 450 mm (D) (7 3/32"(H) × 16 5/32"(W) × 17 23/32"(D)) with medium size drawer.  167 mm (H) × 326 mm (W) × 345 mm (D) (6 9/16"(H) × 12 27/32"(W) × 13 9/16"(D)) with small size drawer.			
Weight	7.3 kg (16.0 lbs.) with medium size drawer 3.3 kg (7.2 lbs.) with small size drawer			
Accessories	Paper roll, Mode keys, Drawer key, Bill clip plate, Quick Start Guide			

<sup>\*</sup> Specifications and design are subject to change without notice.

# **Appendix**

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# Character code

Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code
Space	32	0	48	@	64	Р	80	1	96	р	112	Ç	128
!	33	1	49	Α	65	Q	81	а	97	q	113	ü	129
"	34	2	50	В	66	R	82	b	98	r	114	é	130
#	35	3	51	С	67	S	83	С	99	S	115	â	131
\$	36	4	52	D	68	Т	84	d	100	t	116	ä	132
%	37	5	53	Е	69	U	85	е	101	u	117	à	133
&	38	6	54	F	70	V	86	f	102	V	118	å	134
1	39	7	55	G	71	W	87	g	103	w	119	ç	135
(	40	8	56	Н	72	Х	88	h	104	Х	120	ê	136
)	41	9	57	I	73	Υ	89	i	105	у	121	ë	137
*	42	:	58	J	74	Z	90	j	106	Z	122	è	138
+	43	;	59	K	75	[	91	k	107	{	123	ï	139
,	44	<	60	L	76	\	92	ı	108	I	124	î	140
-	45	=	61	М	77	]	93	m	109	}	125	ì	141
	46	>	62	N	78	٨	94	n	110	~	126	Ä	142
/	47	?	63	0	79	_	95	0	111		127	Å	143

Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code
É	144	á	160		176	L	192	ð	208	Ó	224	-	240
æ	145	í	161		177	上	193	Ð	209	ß	225	±	241
Æ	146	ó	162		178	Т	194	Ê	210	Ô	226	_	242
ô	147	ú	163		179	F	195	Ë	211	Ò	227	3/4	243
Ö	148	ñ	164	+	180	_	196	È	212	õ	228	¶	244
ò	149	Ñ	165	Á	181	+	197	€	213	Õ	229	§	245
û	150	<u>a</u>	166	Â	182	ã	198	ĺ	214	μ	230	÷	246
ù	151	Ō	167	À	183	Ã	199	Î	215	þ	231	5	247
ÿ	152	¿	168	©	184	L	200	Ϊ	216	Þ	232	٥	248
Ö	153	®	169	4	185	Г	201	٦	217	Ú	233		249
Ü	154	٦	170		186	上	202	Г	218	Û	234	•	250
Ø	155	1/2	171	٦	187	Т	203		219	Ù	235	1	251
£	156	1/4	172	Т	188	-	204		220	ý	236	3	252
Ø	157	i	173	¢	189	_	205		221	Ý	237	2	253
×	158	«	174	¥	190	+	206	ì	222	_	238		254
f	159	**	175	ı	191	¤	207		223	1	239	Double size	255

# Error code

Error code	Guidance on the display	Cause	Solution
E001	Wrong mode	Mode switch position has been changed before finalization.	Return the Mode switch to its original setting and finalize the operation.
E008	Please sign on	Registration without entering a clerk number.	Input a clerk number.
E010	Close the platen arm	Platen arm is not closed.	Close the platen arm firmly.
E014	Paper end	There is no paper.	Insert paper.
E029	In the tender operation	Item registration is prohibited while partial tendering.	Finalize the transaction.
E046	REG buffer full	Register buffer is full.	Finalize the transaction.
E081	EJ Full	Electronic journal memory is full.	Print reset (Z) report of electronic journal.
E090	Totals remain in the memory	Totals not cleared at the end of the day.	Perform reset (Z) reporting.
E100	Insert SD	No SD card is inserted.	Insert an SD card.
E101	Illegal Format	SD card is not formatted correctly.	Format the SD card.
E102	File not found	There is no relevant file in the SD card.	Create the file in the SD card.
E103	SD memory full	No space in the SD card.	Create space in the SD card.
E104	Check the write protect switch	Write protect switch of the SD card is on.	Turn the write protect switch off.
E109	SD card Error End	SD card error	Format or replace the SD card.
E139	Negative balance is not allowed	The result of the transaction is minus.	Register properly

# About sales data storage in an SD card

Storing sales data in an SD card depends on the setting of 10900 Saving sales data and electronic journal data in an SD card.

#### ■ Totalizers to store sales data

The following files data are subject to be stored. Group range, department range, or flash report data will not be stored.

001	Fixed adder		
002	Free function		
004	PLU		
005	Department		
011	Clerk		
020	Grand total		

#### ■ Folder and file names of stored sales data

```
<Folder name>
     \CASIO\SES100\XZ\yyyy\mm\
        yyyy: Year
        mm: Month
<File name>
     Xxxx dda.CSV
     X: Mode X or Z
     xxx: 3-digit file number
     dd: date
     a: Identifier for the same file name
        The first save of the day: none
        The second save (in the same folder) of the day: A
        The fourth save (in the same folder) of the day: B
        The 27th save (in the same folder) of the day: Z
        The 28th save (in the same folder) of the day: Error (SD CARD FULL error)
<Example>
     File names of lump X report
     Issuing lump X report on March 13, 2015.
              ↓ The following files are created.
     \CASIO\SES100\XZ\2015\03\X001_13.CSV
                                 X002 13.CSV
                                 X005_13.CSV
                                 X011_13.CSV
     Issuing lump X report on the same day.
     \CASIO\SES100\XZ\2015\03\X001_13A.CSV (with the extension "A")
                                 X002_13A.CSV (ditto)
                                 X005 13A.CSV (ditto)
                                 X011 13A.CSV (ditto)
```

#### **■ CSV** file format of the sales data

Sales data are stored in the CSV format as described below.

Number of fields vary by the type of the totalizer.

```
"MACHINE
                    ", "MC#01
                    ","X  "
"MODE
"Z COUNTER
                   ", "0000"
"DATE
                    ", "16-03-2015"
"TIME
                   ", "21:39"
"RECORD
                    ", "DESCRIPTOR", "QUANTITY/No
                                                            ", "AMOUNT
"0001", "GROSS
                   ", "0", "0.00"
"0002", "NET
                    ", "0", "0.00"
"0003", "CAID
                    " , "0" , "0.00"
```

# ■ Folder and file names of electronic journal

```
<Folder name>
```

\CASIO\SES100\XZ

<File name>

EJddmmyy.TXT EJ.....Fixed

dd.....Date mm...Month

yy.....Year

### Tax table programming

# **Programming U.S.tax tables**

Before you can program a U.S. tax table, you must first calculate the program data. The partial tax table shown below is for a tax rate of 7.0%. A tax amount is applied for each price range, which is defined by a low end minimum break point. If you subtract each maximum break point from the next lower maximum break point, you should soon be able to see certain patterns. In a cyclic pattern, the differences in maximum breakpoints form a regularly repeating cycle. A pattern which does not fit the cyclic pattern is called non-cyclic pattern.

Though rate, it is conceivable that you can find that subtracting maximum breakpoints results in an one big non-cyclic pattern. In this case, you won't be able to use automatic tax calculation, and must enter the tax for each transaction manually or use a tax rate.

#### ■ Example 1: Add-on rate tax

#### **Preparation**

Tax rate (2-digit for integer + 4-digit for decimal)	7.0%		
Tax table maximum value ("0" means unlimited)	0 (no limitation)		
Rounding/tax table system code	5002 (Round off)		
Sum of a cyclic pattern	0		1
Number of values in each cyclic pattern	0		No need to enter.
Number of values in each non-cyclic pattern	0	- INO fieed to ent	
Actual value of difference of the non-cyclic and cyclic values 0	0	Ī	

#### **Programming procedure:**

**NOTE** Refer to page 71 "To set tax table" for setting tax table.

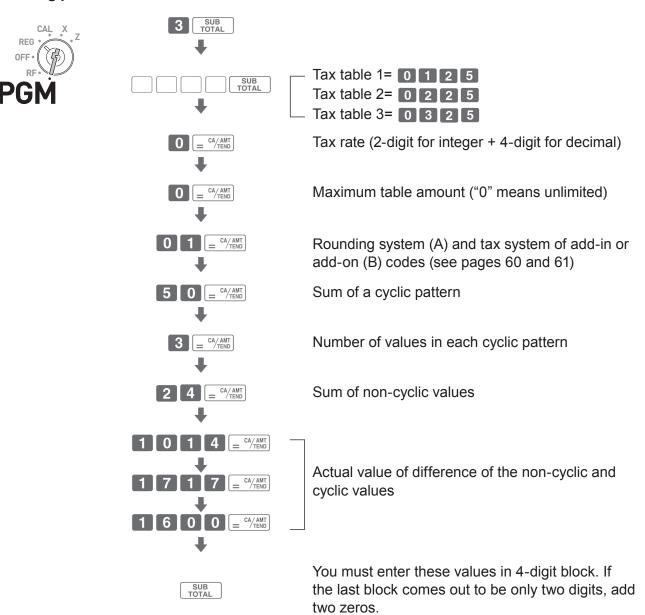
### **■** Example 2: Without rate tax

#### **Preparation**

TAX (6%)	Price Min. break point	range Max. break point	Max. br	eak point Lower	Difference	Pattern
\$ .00	\$ .01	\$.10	10 -	- 0 =	10	Non-cyclic
.02	.25 .42	.41 .58	41 - 58 -	- 24 = - 41 =	14 17 17	Cyclic
.04	.59	.74 .91	74 - 91 -	- 58 = - 74 =	16 17	
.06	.92	1.08 1.24	108 -	- 91 = -108 =	17 16	Cyclic
	1.00	1.21	 124	124 =	17 17	

Tax rate (2-digit for integer + 4-digit for decimal)	0% (Table only)
Maximum table amount ("0" means unlimited)	0 (Table only)
Rounding system (A) and tax system of add-in or add-on (B) codes (see pages 60 and 61)	01 (Table only)
Sum of a cyclic pattern	50 (17 + 17 + 16)
Number of values in each cyclic pattern	3
Sum of non-cyclic values	24 (10 + 14)
Actual value of difference of the non-cyclic and cyclic values	10, 14, 17, 17, 16

#### **Programming procedure:**



# **■** Example 3: With rate tax:

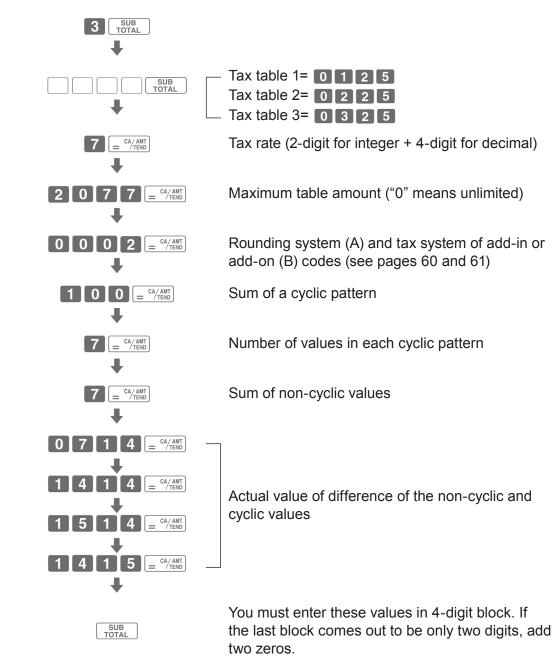
# Preparation

	TAX	Price	range		Max. br	eak point	D:#*	Pattern	
	(7%)	Min. break point	Max. break point		Upper	Lower	Difference	Fallelli	
	\$.00	\$ .01	\$.07		7 -	- 0 =	7	Non-cyclic	
	.01	.08	.21		21 -	7 =	14		
	.02 .03	.22 .36	.35 .49		35 - 49 -	- 21 = - 35 =	14 14		
	.03	.50	.64		64 -	- 49 =	15	Cyclic	
	.05	.65	.78		78 -	- 64 =	14		
	.06	.79	.92		92 -	- 78 =	14 15		
	.07 .08	.93 1.08	1.07 1.21		107 - 121 -		15 14		
	.09	1.22	1.35		135 -		14		
	.10	1.36	1.49			- 135 =	14		
	.11 .12	1.50	1.64			- 149 = - 164 =	15 14	Cyclic	
	.12	1.65 1.79	1.78 1.92			- 10 <del>4</del> =	14		
	.14	1.93	2.07			- 192 =	15		
=				<u> </u>					
	1.40	19.93	20.07						
	On all sa	ales above \$20.07,	compute the tax at						
	the rate	of 7 %.							

Tax rate (2-digit for integer + 4-digit for decimal)	7%
Maximum table amount	2007
Rounding system (A) and tax system of add-in or add-on (B) codes (see pages 60 and 61)	0002 (Cut off & table + rate)
Sum of a cyclic pattern	100 (14 + 14 + 14 + 15 + 14 + 14 + 15)
Number of values in each cyclic pattern	7
Sum of non-cyclic values	7
Actual value of difference of the non-cyclic and cyclic values	14, 14, 14, 15, 14, 14, 15

#### **Programming procedure:**

REG



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# CASIO.