OLYMPIA

CM 940-F / 941-F / 942-F

Operating Instructions
Programming Instructions

OLYMPIA

Since 1903

Declaration of Conformity

$$C\:E$$

CM 940-F / 941-F / 942-F

Dear Customer,

Congratulations!

We are pleased that you decided on purchasing the Olympia CM 940-F / 941-F / 942-F cash register.

The CM 940-F / 941-F / 942-F is a high-quality cash register that implements the latest technologies to satisfy your needs in the best possible way.

Please read the operating instructions/programming instructions to ensure you learn to use the cash register functions properly.
We hope you enjoy using your machine!

Kindest regards

Olympia Business Systems Vertriebs GmbH

Olympia Business Systems Vertriebs GmbH
Zum Kraftwerk 1
D-45527 Hattingen
Deutschland
Internet: www.olympia-vertrieb.de

Intended Use

This cash register is exclusively intended for processing cash register business indoors.
Any other use is considered unintended use.

General Information / Safety Notes

- Ensure that the mains power supply corresponds to that specified on the rating plate located on the rear side of the cash register.
- This cash register is a highly sophisticated piece of equipment. Never attempt to repair it yourself. If repairs should become necessary, please bring the cash register to an authorised service centre or the sales outlet.
- Never insert metallic objects, such as a screwdriver, paper clip etc., in the cash register. This could damage the cash register and also exposes you to the risk of an electric shock.
- Always switch the cash register off when it no longer needs to be used.
- Clean any dust from the cash register by wiping it gently with a dry cloth. Never use water or solvents, such as paint thinner, spirit etc., to clean the cash register.
- To disconnect the power supply fully, disconnect the plug from the power socket.
- Never expose the cash register to extreme temperatures.
- Keep all the transport locks in a safe place for future use. The transport locks must be reinstalled for any future transportation of the cash register.

Transport Locks

Before the cash register can be put into operation, remove any transport locks installed and store them for future use.
Important transport note: In the case of transport damage, the unit must be returned together with the packaging, operating/programming instruction manual and accessories.

Connecting to the Power Supply

Before connecting the cash register to the mains power supply, please check that the voltage and frequency specifications stipulated on the rating plate coincide with the local power supply.

Safety note: The power socket must be close to the cash register and easily accessible. This means that the cash register can be disconnected from the power supply quickly in an emergency.

Note: All the data is retained following disconnection from the power supply. The batteries ensure the data is retained for approx. 2 months after the cash register has been disconnected from the power supply.

Printer Mechanism

Attention: Observe the following information to ensure long, trouble-free operation:

- Never
  - print without any paper installed!
  - pull the paper while the printer is operating!
  - use poor quality paper!
  - insert paper rolls which have already been used!
  - tamper with the printer using hard objects or move the drive by hand!
- Pay attention to the markings indicating the end of the paper roll.
  Change the paper roll immediately.
- Have the cash register / printer mechanism serviced regularly by an authorised service centre.

Contents

1 Product Features

Feature	CM 940-F	CM 941-F	CM 942-F
Cash drawer	None	None	Large
Weight	2.1 kg	5.1 kg	8.0 kg
ECR types	Hairdresser's version, baker's version, restaurant version		
Keyboard type	Raised keyboard (with 48 keys) or flat keyboard (with 84 keys)		
No. of departments	99		
No. of PLUs	4,096		
No. of LINK PLUs	50 (max. 3 per PLU)		
No. of clerk PLUs	60		
No. of clerks	16		
No. of VAT rates	8		
No. of logo messages	8		
No. of AD messages	8		
No. of graphical logos	23		
No. of cooking messages	30		
No. of order messages	7		
No. of table memories	70		
Programming	Manual and using PC software		
Programmability	• Language (German, English, French, Dutch) • Usage versions • Keyboard • Dallas keys • RS 232 port (to connect a kitchen printer) • 65 system settings • 11 setting options for the report printout • Graphical logo • Logo and AD messages • Cash register number • Passwords (see below) • Clerks	• Date & Time • Date format • Decimal places (0 to 3) • Rounding methods (also specially for payments in/out and calculation of tax) • Tax rates • Departments • PLU • LINK PLUs • Clerk PLUs • Tender media • Foreign currency • Surcharges and discounts (according to amount and percentage) • Diverse texts (see below)	
Programmable passwords	• Clerk password • Training password		
Programmable texts	• Department name • PLU name • LINK PLU name • Clerk names • Foreign currency text	• Tender media name • Header and footer text lines • Additional texts for the kitchen • Order messages • Kitchen printer receipts	
Types of payment	• CASH • CHEQUE • Card	• Credit 1 • Credit 2	

Feature	CM 940-F	CM 941-F	CM 942-F
Cash register reports	• X1/Z1 financial report, day • X2/Z2 financial report, month • X/Z department report, day/month • X/Z PLU report, day/month	• X/Z clerk report, day/month • X/Z clerk PLU report, day/month • X/Z training report, day/month • X/Z electronic journal, details/totals	
Additional features	• Data backup via SD card or USB flash card • Electronic ring journal (16,000 lines) • Training mode • Delayed receipt printout • Duplicate receipt		
Lock / Keys	Dallas lock/keys		
Display			
Clerk display	Alphanumeric LC display, 5 lines, 128x64		
Customer display	Numeric display (10-digit, LCD)		
Printer	Fujitsu FTP-628 MLC		
Printer type	Thermal printer		
Paper width	57.5 ± 0.5 mm		
Paper	Thermal paper		
Interfaces	• 1 RJ-45 port for a cash drawer • 1 PS/2 port for a barcode scanner • 1 USB port for a PC or USB flash card • 1 RS 232 serial port to connect a kitchen printer or scales • 1 SD card slot for producing back-up copies of programs		
Power supply	220 V		
Power consumption	25 W		
Working temperature range	0 – 40 °C		
Options (not contained in scope of delivery, subject to charge)	• Battery: to operate the cash register without a power cable for approx. 5 hours continuous operation (OLYMPIA part number 947990002) • Bank note verifier (Euro): Tests bank notes are authentic (OLYMPIA part number 947990003) • Bar code scanner LS 6000 (OLYMPIA part number 947990001) • Dallas lock with 4 keys (OLYMPIA part number 947990005)		

2 Starting Up

2.1 Inserting a paper roll

Attention: Only use thermal paper!

1. Remove the printer lid.
2. Pivot the paper transport unit up.
3. Insert a roll of thermal paper, 57 mm wide and max. 70 mm diameter, so that the thermal paper unrolls from the bottom and is fed past the printer mechanism, see Fig. 1.
4. Draw the leading edge of the paper over the tear-off edge and pivot the paper transport unit down, locking it in place.
5. Depending on the required use (receipt mode or journal mode), either tear off the paper at the tear-off edge of the printer mechanism or feed the paper onto the paper reel (the leading edge of the paper must be cut straight here, see Fig. 2).
6. Replace the printer lid.
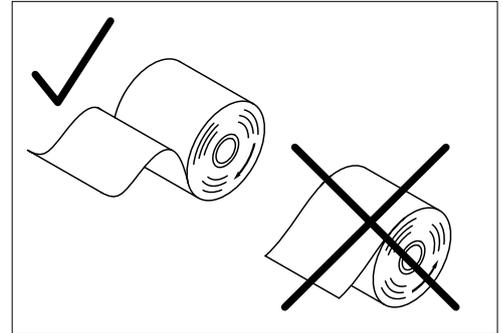
Fig. 1
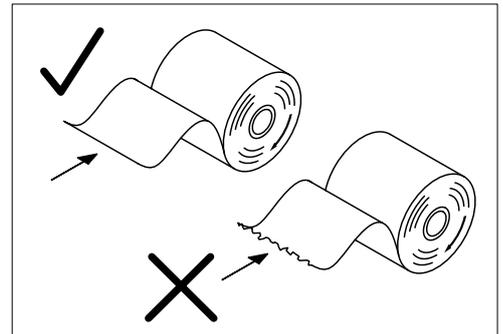
2.2 Paper reel

The paper reel is required when the receipt should be wound onto it. In this case, the system option 14 (status code 1) for Journal mode must be activated (see Chapter 6.15).

2.2.1 Inserting the paper reel

1. Open the printer lid.
2. Remove the paper reel.
3. Thread the end of the journal paper in the slit in the paper reel and fold back in the opposite direction. Then wind on the paper a little by hand.
4. Insert the paper reel in the reel guides provided for it.
   Important: The part of the reel which cannot be disassembled must be located to the right, beside the reel drive.
5. Close the printer lid.

Fig. 2
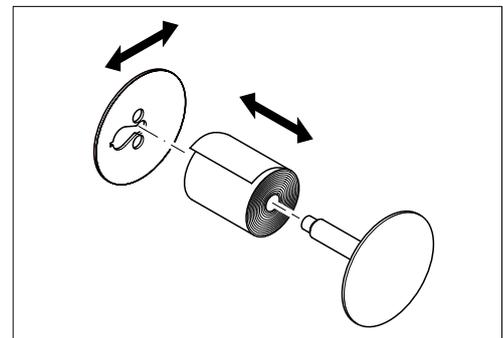
2.2.2 Removing the journal

1. Remove the paper reel.
2. Remove the narrow side of the reel, see Fig. 3.
3. Remove the journal from the reel, see Fig. 3.

Fig. 3

2.3 Language

The texts in the display and on the receipt can be made in four different languages:

- English
- German (default)
- French
- Dutch

Attention: **To activate a new language, you must delete all the memories!** Observe your obligations in respect of providing proof and preserving records for the revenue authorities with regard to programming and cash register reports (see Chapter 11)! Therefore, only change the cash register language before actually putting it into operation!

To set a language other than German, see Chapter 6.3.

3 Key-Operated Control Switch

3.1 Key switch positions

The key can be turned to five different positions:
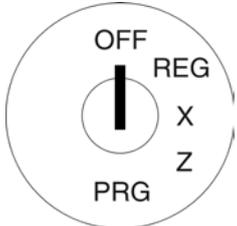
OFF	**REG**	**X**	**Z**	**PRG**
The cash register is off	Registration mode	Print report without memory deletion	Print report with memory deletion	Programming mode
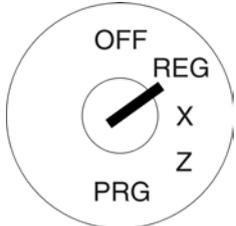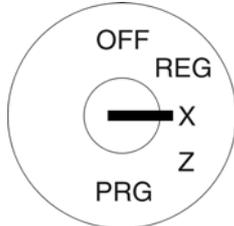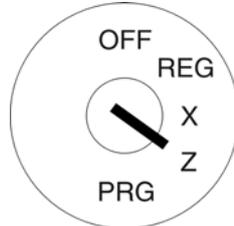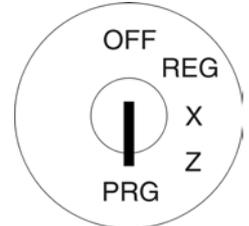
3.2 Keys

Six different keys are available for use with the cash register:

Key identification	No. of keys	Switch position				
		OFF	**REG**	**X**	**Z**	**PRG**
S	2	X	X	X		
Z	2	X	X	X	X	
P	2	X	X	X	X	X

4 Keyboard

The cash register is available with either a raised or flat keyboard.

4.1 Raised keyboard

In its standard form, the cash register leaves the factory with German labels on the keyboard.

It is possible to apply labels in different languages on the keys. Keyboard sheets in various languages are enclosed with the cash register for this purpose.

4.1.1 Raised keyboard labels in English

					PLU	DP SHIFT	PRINT SIZE	X	Receipt ON/OFF	FC
▲ FEED	EC	7 @	8 ABC	9 DEF	4/16/28	8/20/32	12/24/36	50,00	▲	#/NS
%- RA	RETOUR	4 GHI	5 JKL	6 MNO	3/15/27	7/19/31	11/23/35	20,00	▼	CARD
%+ PO	VOID	1 PQRS	2 TUV	3 WXYZ	2/14/26	6/18/30	10/22/34	10,00		SUB-TOTAL
CLR	CLERK	0 „#	00 SP	. DEL	1/13/25	5/17/29	9/21/33	5,00		CASH

4.1.2 Raised keyboard labels in German

					PLU	WG Ebene	Schrift-größe	X	Bon ein/aus	Fremd-währung
▲ Bon-transport	Sofort-storno	7 @	8 ABC	9 DEF	4/16/28	8/20/32	12/24/36	50,00	▲	#/KV
%-/Ein-zahlung	Retour	4 GHI	5 JKL	6 MNO	3/15/27	7/19/31	11/23/35	20,00	▼	Karte
%+/Aus-zahlung	Storno	1 PQRS	2 TUV	3 WXYZ	2/14/26	6/18/30	10/22/34	10,00		Zwischensumme
CLR	Bediener	0 „#	00 SP	. DEL	1/13/25	5/17/29	9/21/33	5,00		BAR

4.1.3 Changing the key labels

Proceed as follows:

1. Remove the transparent cap from the key.
   If it is easier for you, carefully remove the entire key beforehand.
2. Replace the existing key label with a new label.
3. Replace the transparent cap back on the key.
   If you removed the entire key, replace the key carefully back on the keyboard.

4.2 Flat keyboard

Note: To use the flat keyboard, the cash register ECR type must be set to 0 (Hairdresser's version) (see Chapter 6.30).

4.2.1 Flat keyboard labels in English (original)

FEED ▲	Receipt ON/OFF	RA - %	PO +%	DP-SHIFT	NS #	DEPT 6	PLU 6	PLU 12	PLU 18	PLU 24	PLU 30	PLU 36	PLU 42
Print-Size	PLU	Clerk	X	Split	▲	DEPT 5	PLU 5	PLU 11	PLU 17	PLU 23	PLU 29	PLU 35	PLU 41
Retour	7	8	9	Trans fer	▼	DEPT 4	PLU 4	PLU 10	PLU 16	PLU 22	PLU 28	PLU 34	PLU 40
Void	4	5	6	Change VAT	Card	DEPT 3	PLU 3	PLU 9	PLU 15	PLU 21	PLU 27	PLU 33	PLU 39
EC	1	2	3	Bill print	Sub Total	DEPT 2	PLU 2	PLU 8	PLU 14	PLU 20	PLU 26	PLU 32	PLU 38
CLR	0	00	.	Table	Cash	DEPT 1	PLU 1	PLU 7	PLU 13	PLU 19	PLU 25	PLU 31	PLU 37

4.2.2 Flat keyboard labels in German

BON ▲	BON Ein-Aus	Ein-Zahlung - %	Aus-Zahlung +%	WG-Ebene	KV #	WG 6	PLU 6	PLU 12	PLU 18	PLU 24	PLU 30	PLU 36	PLU 42
Schrift Größe	PLU	Bediener	X	Split	▲	WG 5	PLU 5	PLU 11	PLU 17	PLU 23	PLU 29	PLU 35	PLU 41
Retour	7	8	9	Um-buchen	▼	WG 4	PLU 4	PLU 10	PLU 16	PLU 22	PLU 28	PLU 34	PLU 40
Storno	4	5	6	Außer-Haus	Karte	WG 3	PLU 3	PLU 9	PLU 15	PLU 21	PLU 27	PLU 33	PLU 39
Sofort-Storno	1	2	3	Rech-nung	ZW-Summe	WG 2	PLU 2	PLU 8	PLU 14	PLU 20	PLU 26	PLU 32	PLU 38
CLR	0	00	.	Table	BAR	WG 1	PLU 1	PLU 7	PLU 13	PLU 19	PLU 25	PLU 31	PLU 37

4.2.3 Changing the flat keyboard label

Proceed as follows:

1. Remove the transparent, plastic keyboard protection foil by raising it carefully, using a small tool as an aid if necessary, and pulling it out at the two bottom corners.
2. Remove the old keyboard label sheet in the same way as you removed the transparent key protection, see Point 1.
3. Insert a new keyboard label sheet. The lower corners of the keyboard label sheet must be pushed under the tabs in the corners of the keyboard housing.
4. Replace the transparent keyboard protection foil in the same way, see Point 3.

4.3 Explanation of the key functions

4.3.1 Standard keys on the keyboard

Note: The following table indicates whether the respective key is available on the raised keyboard (H) or flat keyboard (F).

Key	H	F	Explanation
▲ FEED	H		If you press and hold the FEED key, the receipt or journal paper continues to be fed until the key is released.
BON ▲		F	
%- RA	H		Multiple functions Either: %- key for a percentage deduction during a sales transaction or on a subtotal. The total amount registered by the %- key is recorded in the financial report. Or, if the cash register is not completing a transaction: RA key to receive amounts.
RA -%		F	
%+ PO	H		Multiple functions Either: %+ key for a percentage surcharge on a sale or on a subtotal. The total amount registered by the %+ key is recorded in the financial report. Or, if the cash register is not completing a transaction: PO key to pay out amounts.
PO +%		F	
CLR	H		The CLR key is used to delete all the entries made using the numeric keyboard or by the X key before the entries have been finalised by pressing a department or function key. The CLR is also used to delete input errors.
CLR		F	
EC	H		The EC key is used to cancel an incorrect registration immediately after it has been entered. The error correct total is recorded in the financial report.
EC		F	
RETOUR	H		The RETOUR key is used for refund transactions. The refund total is recorded in the financial report.
Retour		F	
VOID	H		The VOID key is used to complete the cancellation of an item within a registration which has not yet been concluded. The void total is recorded in the financial report.
Void		F	
CLERK	H		The CLERK key is used to register a clerk.
Clerk		F	

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Key	H	F	Explanation
7 @, 8 ABC, 9 DEF, 4 GHI, 5 JKL, 6 MNO, 1 PQRS, 2 TUV, 3 WXYZ, 0 „#, 00 SP, . DEL	H		Numeric keys: The numeric keys are used to enter digits. The |. DEL| or |.| key is used to enter a decimal point.
7 8 9, 4 5 6, 1 2 3, 0 00 ·		F	
PLU	H		The |PLU| (Price-Look-Up) key.
PLU		F	
PLU 1, PLU 2, PLU 3 to PLU 40, PLU 41, PLU 42		F	The PLU keys from 1 to 42 can be used to select specific PLUs directly.
DP SHIFT	H		The |DP-SHIFT| key is used to switch between the three department levels.
DP-SHIFT		F	When Programming mode is active, press the key to skip to the same field in the next input position.
Split		F	This key is used separate the items on a table so that they can be calculated separately.
Trans fer		F	This key is used to reassign items to another table number.
Change VAT		F	Key for take-away sales: The key is used to alter the standard tax rate 1 to the reduced tax rate 2 in a one-off process.
Bill print		F	This key is used to print a subtotal or a table review.
Table		F	This key is used to open a table and conclude a table registration.

- Continued -

Key	H	F	Explanation
PRINT SIZE	H		The key is used to change the size of the print on the receipt.
Print-Size		F	
X	H		The $\boxed{X}$ key is used to repeat (multiply) entries for departments or refunds.
X		F	
4/16/28 8/20/32 12/24/36 3/15/27 7/19/31 11/23/35 2/14/26 6/18/30 10/22/34 1/13/25 5/17/29 9/21/33	H		The Department keys serve to register departments.
DEPT 6 DEPT 5 DEPT 4 DEPT 3 DEPT 2 DEPT 1		F	
5,00 10,00 20,00 50,00	H		The cash register is provided with preprogrammed fixed tender keys for frequently required amounts.
Receipt ON/OFF	H		The $\boxed{\text{Receipt ON/OFF}}$ key is used to switch printing of receipts on or off.
▲ ▼	H		The $\boxed{▲}$ and $\boxed{▼}$ keys are used to scroll up and down in the display.
▲ ▼		F	
FC	H		The $\boxed{\text{FC}}$ (Foreign Currency) key is used for converting amounts into a foreign currency.
#/NS	H		The $\boxed{\text{#/NS}}$ (NS = No Sale) key is used for operations which do not need to be added. It can be used to print a maximally 7 digit number on the receipt. The entry does not affect other sales totals.
NS #		F	The $\boxed{\text{#/NS}}$ key is also used to open the cash drawer.
CARD	H		The $\boxed{\text{CARD}}$ key is used for card tender transactions.
Card		F	

- Continued -

Key	H	F	Explanation
SUB-TOTAL	H		Press the SUB-TOTAL key to display the total amount of the sales or produce a copy of the bill.
Sub Total		F	
CASH	H		The CASH key is used for cash transactions.
Cash		F	
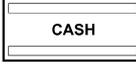
4.3.2   Functions not provided on the standard keyboard

The following functions can be programmed on the cash register if required:

Note: The following table indicates the keyboard on which the function is <u>not</u> available by default: raised keyboard (H) or flat keyboard (F).

Meaning	H	F	Explanation
5.00 , 10.00 , 20.00 and 50.00 *		F	The keys serve to enter amounts frequently paid by customers.
- and + *	H	F	The keys serve to register amounts surcharged or discounted from totals.
CHANGE VAT *	H		This key is used to change the tax rate following a take-away sale: tax rate 1 (currently 19%) is changed to tax rate 2 (lower, currently 7%) for a one-off process.
ADR *	H	F	Additional business receipt - after pressing this key, the preprint for the ADR is printed when the bill has been printed.
FC or FC 1 *		F	This key is used to convert a foreign currency to the local currency.
FC 2 *	H	F	
CREDIT 1 and CREDIT 2 *	H	F	Tender media keys for payment via credit approval.
NO TAX *	H	F	Calculation of the VAT is omitted once for an item.
PRICE 1 *	H	F	After pressing this key, fixed price 1 will be registered continually for the DEPT/PLU registration until stopped.
PRICE 2 *	H	F	After pressing this key, fixed price 2 will be registered continually for the DEPT/PLU registration until stopped.
PRICE New *	H	F	The key is used to enable free pricing during a PLU registration.
BILL PRINT *	H		Print the subtotal or table review.

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Meaning	H	F	Explanation
CHECK *	H	F	Tender media key for payment made by debit card/cheque.
TAX 1 *	H	F	The VAT for an item is calculated at value added tax rate 1 for the completion of a receipt.
TAX 2 *	H	F	The VAT for an item is calculated at value added tax rate 2 for the completion of a receipt.
SPLIT *	H		The key is used to separate items on one table.
KEYBOARD LEVEL *	H	F	The key is used to switch between the keyboard levels.
TABLE *	H		The key is used to open a table (enter a table number then press this key) and to conclude a table registration.
TRAINING *	H	F	This key is used to switch Training mode on and off.
TRANSFER *	H		This key is used to reassign orders to another table number.
ADDITIONAL TEXT *	H	F	Only works in combination with the table function: This key is used in order to add text to a PLU.

* Suggested label for the key to which this function is assigned.

5   Programming the Cash Register Via the PC

It is possible to programme the cash register using a PC as an alternative to programming it manually (see Chapter 6). The following accessories are enclosed with the cash register to enable this:

- a USB cable to connect the cash register to the PC and
- a data CD with the recommended PC programme Olympia ECR Management System.

Note: We recommend you only programme the cash register using **Olympia ECR Management System**. This can considerably simplify programming various cash register settings and provides a clearer overview of the programmed data because you can view it quickly, simply and clearly on the monitor screen. You can also save the programmed settings so that, in the event of a system reset, you have a backup copy available which you only need to transfer from the PC to the cash register.

Note: Follow the instructions below in the sequence in which they are described!

5.1   Installing the PC software

Note: Install the software **before** connecting the USB cable!

1.   Insert the data CD in the PC.
2.   Wait until the CD content is displayed on the monitor screen.
3.   Open the **SetupEcrSystem** folder (see Fig. 4).

Fig. 4

4.   Double-click on the **SetupEcrSystem** programme contained in it to install the PC programme.
5.   Follow the instructions which appear on the screen:
- Click on **NEXT**,
- Confirm the path by clicking on **NEXT**,
- Confirm again by clicking on **NEXT**.

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The installation routine is started. The programming software is automatically installed in **C:\Program Files** if no modifications have been made.

6.   Conclude the process when the installation has finished by clicking on **CLOSE**.

Note: During the installation, a link with the name **EcrSystem** is established on the desktop. The programme can then be started simply by double-clicking on the relevant icon.

5.2   Starting the PC programme

1.   Open the **EcrSystem** programme:
   - Double-click on the icon created on the PC desktop during installation or
   - Select **C:\Program Files\EcrSystem** and double-click on **EcrSystem.exe**.

The **Login** window appears.
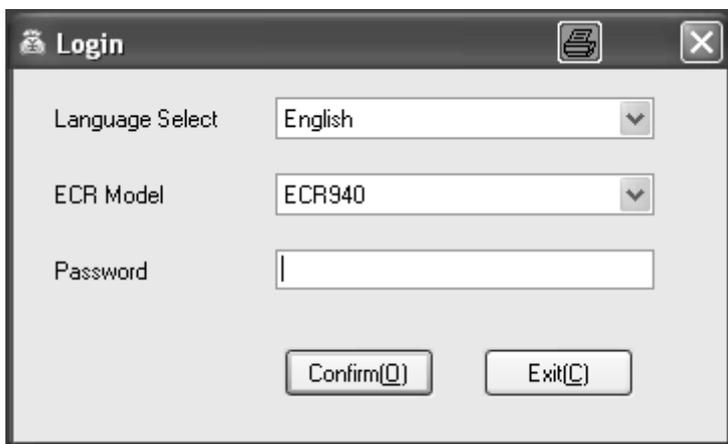
Fig. 5

2.   Select the language required (Language Select).
3.   Select the cash register model (ECR Model).
4.   Click the **Confirm(0)** button.
Note: When starting for the first time, no password needs to be entered.

The programme mask appears in which you can define all the settings (see Fig. 6):
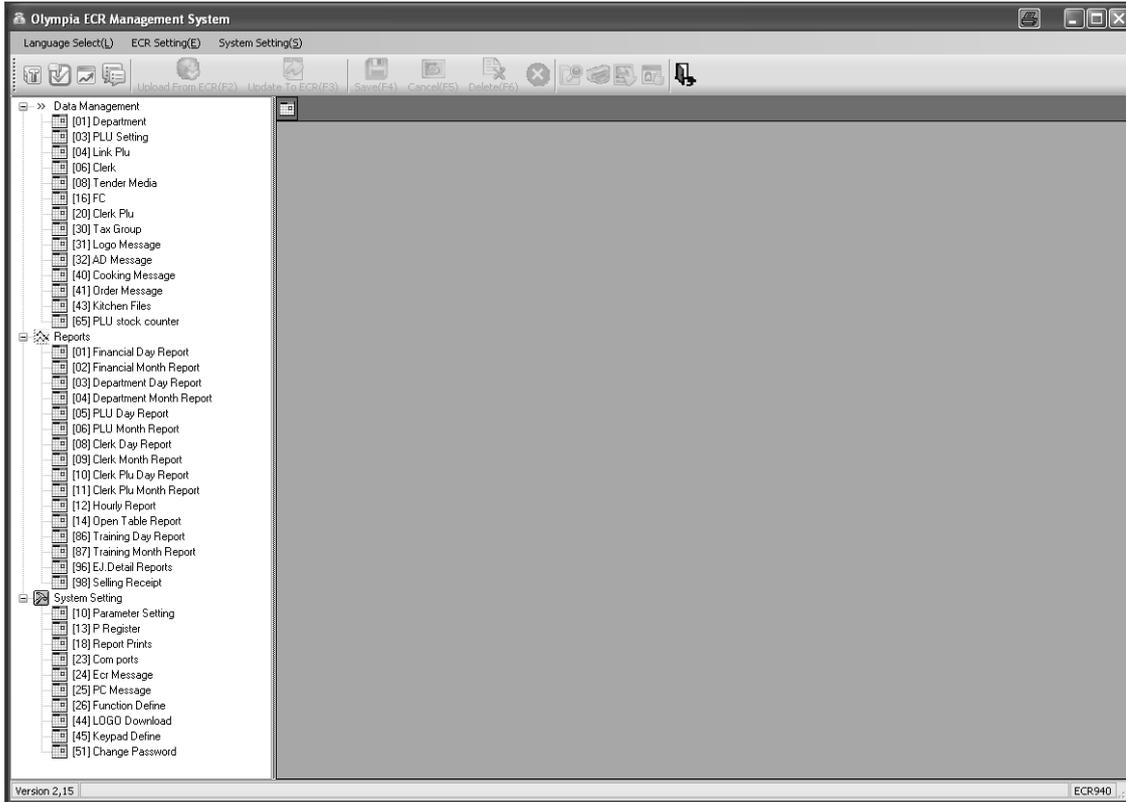
Fig. 6

Activate the USB interface:

5. Select the **System Setting(S)** menu in the menu bar.
6. Select the **Setup Usb Driver** menu option. The following window opens (see Fig. 7):
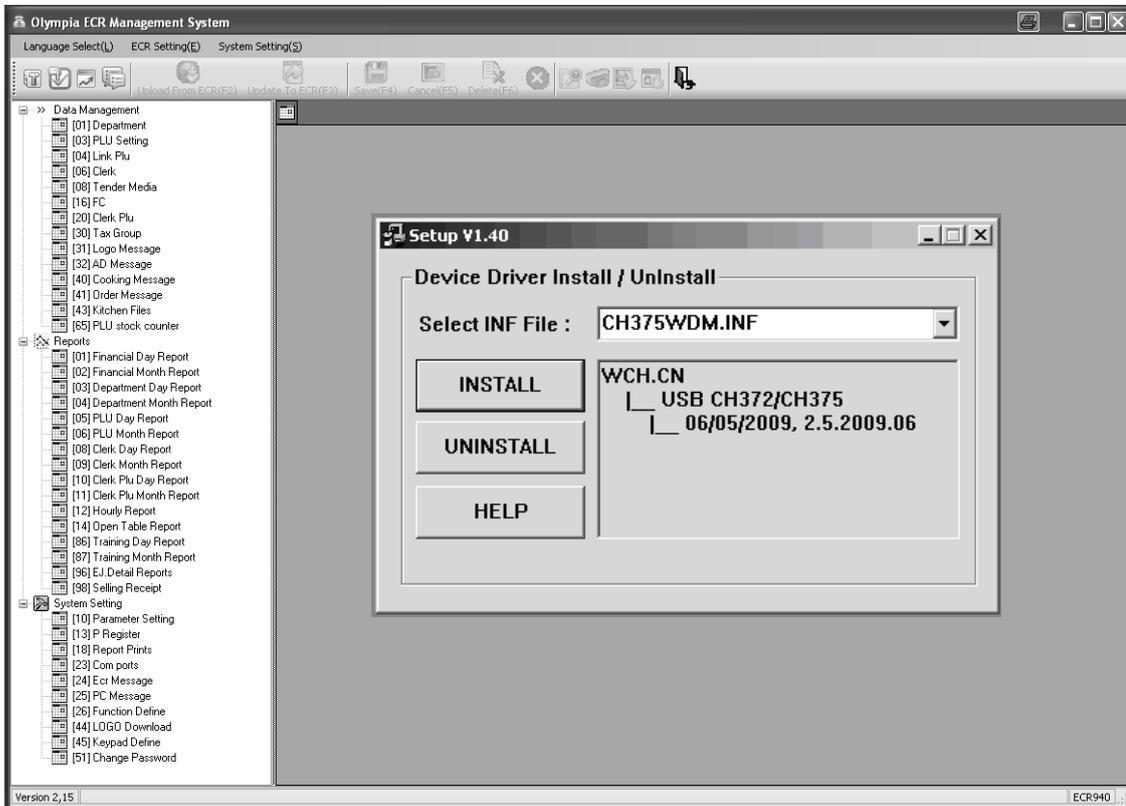
Fig. 7
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7. Do not alter the values already defined.
8. Click on **INSTALL**.
9. Confirm by clicking on **OK**.
10. Close the window by clicking on the X at the top right of the window.

5.3   Connecting the PC to the cash register

1. Plug one end of the USB cable in the USB port at the rear of the cash register.
2. Plug the other end of the USB cable in a USB port in your PC.

The hardware wizard appears automatically.

3. Confirm the driver to be installed, as recommended.
4. Wait until the wizard has activated the driver and confirmed it.
5. Click on **Finish**.

5.4   Using the PC programme

You must now decide:
- whether to open one of the pre-programmed sample files as the basis file or
- whether you want to enter all the data as new.

The data CD supplied contains the following three pre-programmed basic programmes:
- two basic programmes to operate the cash register as a retail model,
- one basic programme to operate the cash register as a gastronomy model.

| **Tip:** | Programming the cash register is normally simplified by loading one of the three basic programmes supplied and adapting it accordingly to meet your individual needs. When you have finished programming the programme, load it on the cash register. |

We recommend opening an existing file.

5.4.1 Using a basic programme supplied

Open the basic programme supplied

1. Click on **System Setting(S)**.
2. Select **Select Database**.

The sample application programmes contained on the CD in the Applications folder appear for selection.

3. Select which version you want to load.
4. Click on the **[Open]** button. The basic programme selected is opened.
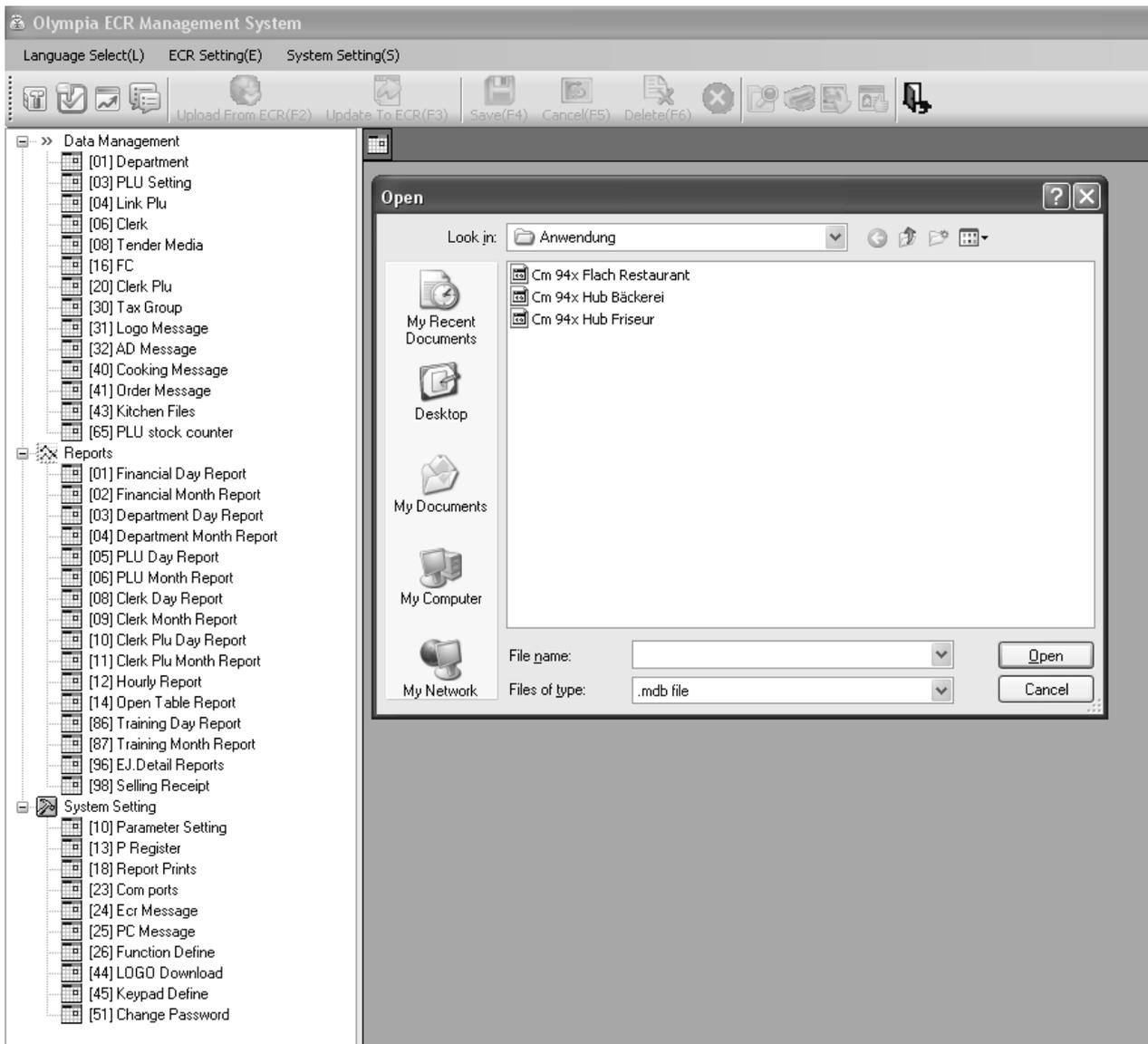
Fig. 8

Saving the basic programme supplied under a new name

Firstly, save the basic programme under a new name:

1. Click on **System Setting(S)**.
2. Select **Database Backup…**
3. You can edit the data provided according to your needs (accept, modify, supplement and/or delete) (see Chapter 5.5).

5.4.2 Programming a completely new set of data

Save your programmed data under a new name:

1. Click on **System Setting(S)**.
2. Select **Database Backup**.
3. You can programme the data according to your needs (see Chapter 5.5).

5.5 Selection window and programming operation

After you have opened one of the basic programmes supplied or a new file, the programmable contents are listed in a **selection window** on the left (see Fig. 9).

- Click on the plus sign to display the contents which are assigned to the general headings (see Fig. 9).
- The numbers in brackets correspond to the programme numbers in the operating manual regarding operating the keyboard (see Chapter 6.1.1).

Proceed as follows to programme one of the options:

1. Click once with the left-hand mouse button on the required option. The corresponding **input mask** appears on the right-hand side of the window.
2. Complete the input mask using the PC keyboard.

Note: If you complete your input in one of the basic programmes provided, entries are already filled at certain positions which you can either accept or overwrite, as necessary. If you have created a new file, all the fields are empty.

3. Work through all the content options and programme the items as necessary.
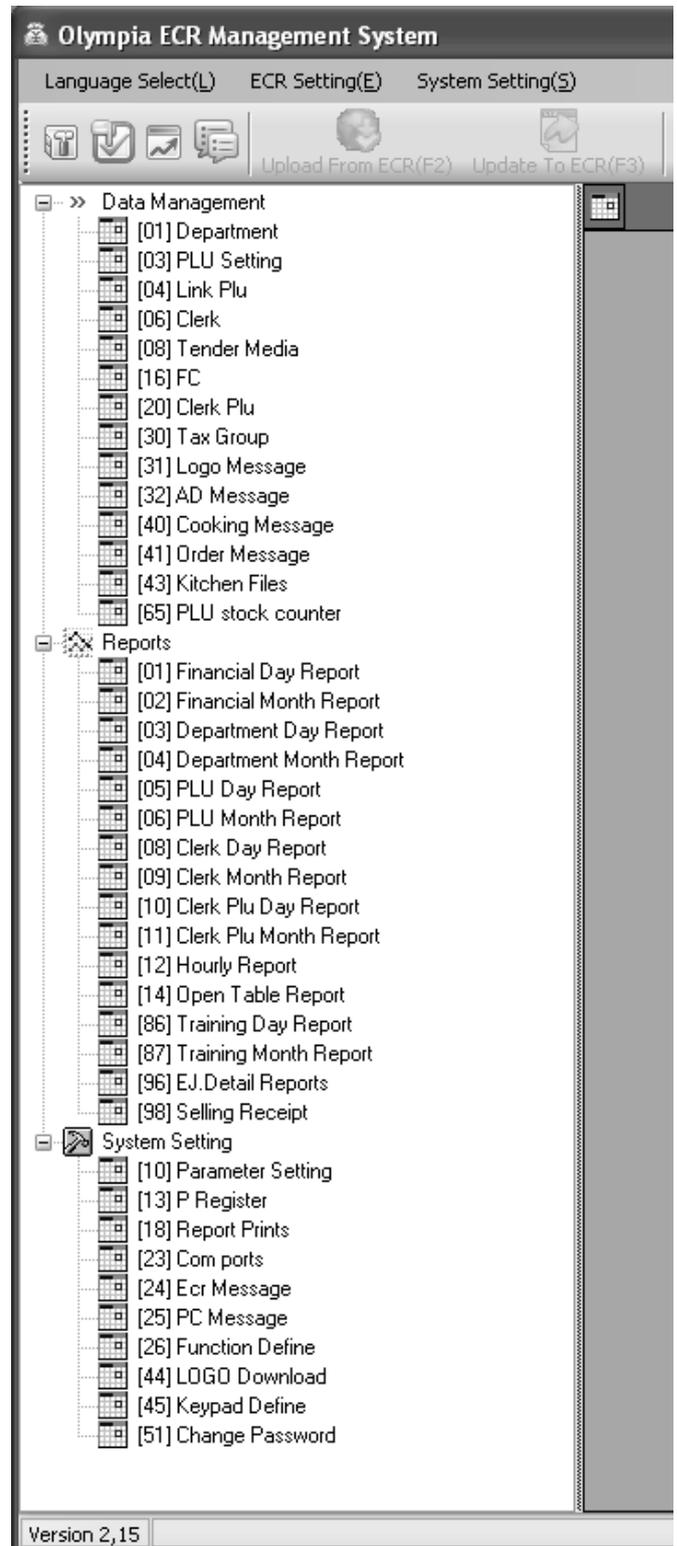
Fig. 9

Example: Programming the logo message (using one of the basic programmes supplied as a basis)

Olympia ECR Management System

Language Select(L)   ECR Setting(E)   System Setting(S)

Upload From ECR(F2) Update To ECR(F3) Save(F4) Cancel(F5) Delete(F6)

[31] Logo Message

Data Management
- [01] Department
- [03] PLU Setting
- [04] Link Plu
- [06] Clerk
- [08] Tender Media
- [16] FC
- [20] Clerk Plu
- [30] Tax Group
- » [31] Logo Message
- [32] AD Message
- [40] Cooking Message
- [41] Order Message
- [43] Kitchen Files
- [65] PLU stock counter

Reports
- [01] Financial Day Report
- [02] Financial Month Report
- [03] Department Day Report
- [04] Department Month Report
- [05] PLU Day Report
- [06] PLU Month Report
- [08] Clerk Day Report
- [09] Clerk Month Report
- [10] Clerk Plu Day Report
- [11] Clerk Plu Month Report
- [12] Hourly Report
- [14] Open Table Report
- [86] Training Day Report
- [87] Training Month Report
- [96] EJ.Detail Reports
- [98] Selling Receipt

System Setting
- [10] Parameter Setting
- [13] P Register
- [18] Report Prints
- [23] Com ports
- [24] Ecr Message
- [25] PC Message
- [26] Function Define
- [44] LOGO Download
- [45] Keypad Define
- [51] Change Password

ID#	Name
1	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
2	OLYMPIA CM 941 / 942
3	OLYMPIA BUSINESS SYSTEMS
4	VERTRIEBS GMBH
5	ZUM KRAFTWERK 1 / TOR 4
6	45527 HATTINGEN
7	TEL. +49 (0) 2324/680-315
8	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
*	

Fig. 10

In order to fill data in the fields:
1. Move the cursor to the relevant field and click the left-hand mouse button.
2. Use the PC keyboard to enter the content required.
3. Double-click in a field to display the setting options and select one directly. Note: This is not available for all fields.

5.6   Menu bar

The menu bar also provides a range of functions for selection:

Fig. 11

Significance of the menus and buttons

No.	Significance	No.	Significance
A	Select the language of the PC software	7	Save data
B	ECR settings	8	Cancel
C	System settings	9	Delete (a data record, all data records)
1	Parameter setting	10	- No function -
2	Keyboard assignment	11	Search
3	Graphical logo	12	Print preview
4	Data management	13	Import from Excel
5	Receive data from ECR	14	Export to Excel
6	Send data to ECR	15	Close the programme

Note: The significance of the buttons also appears in bubbles by positioning the mouse arrow over the buttons for a moment.

- Use the **[Update To ECR (F3)]** button (6) to transfer the current programme content from the PC programme/computer to the cash register (see Chapter 5.7).
- Use the **[Upload From ECR (F2)]** button (5) to load the current programme content from the cash register to the PC programme (see Chapter 5.8).

Note: Save the data you enter intermittently but regularly to prevent inadvertent loss of data!

5.7 Loading data from the PC to the cash register

5.7.1 Loading all the data from the PC to the cash register
When you have completed all the programming input, transfer all the data to the cash register:
1. Click on the **ECR Setting(E)** menu.
2. Select the **Data Management** option.
3. Click on the **[Update To ECR]** button (see Fig. 12).
Data transfer then begins. A corresponding window on the screen indicates the current transfer status.
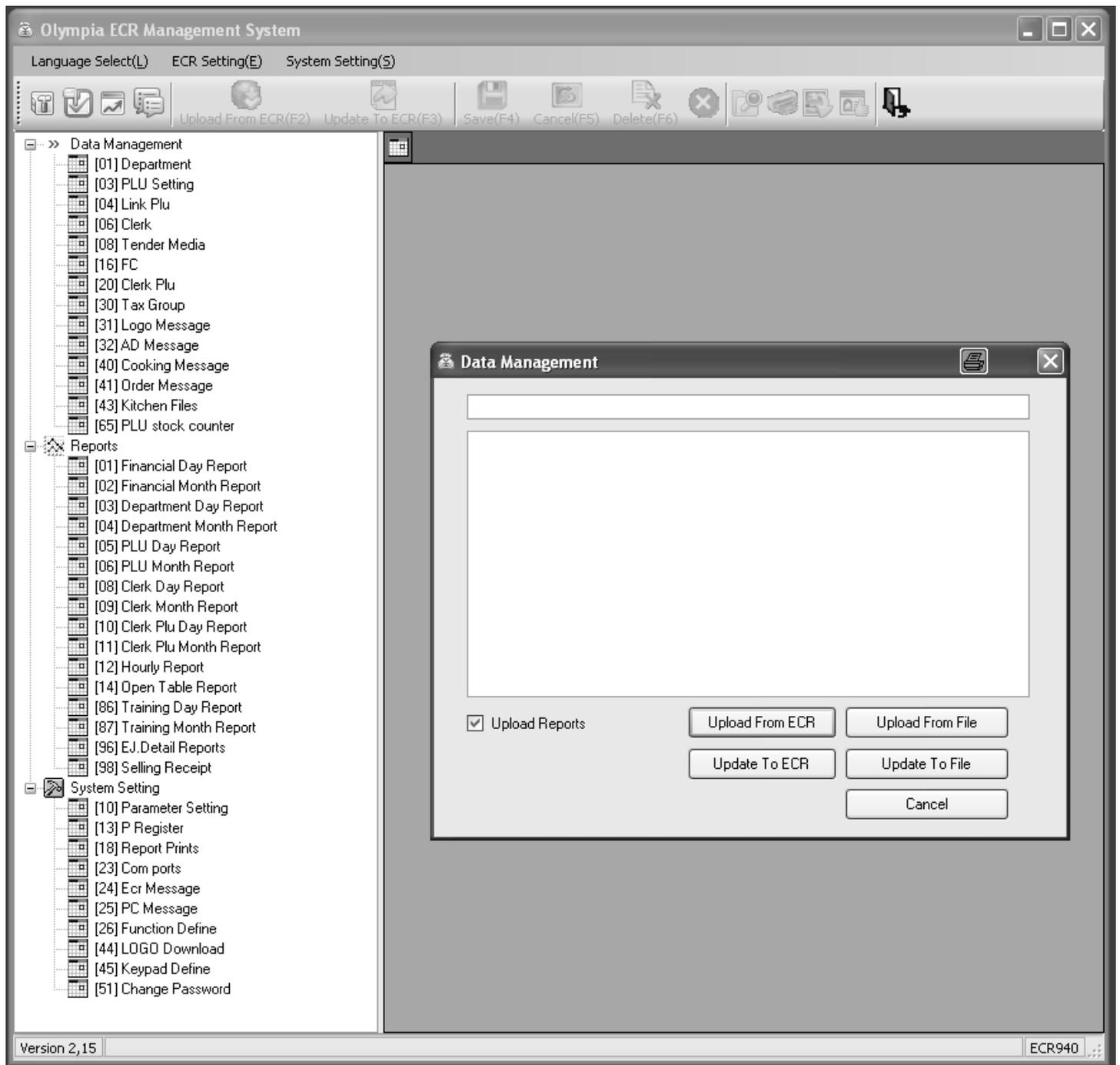
Fig. 12

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

5.7.2   Loading individual data files from the PC to the cash register

1.   Select the content to be transferred in the selection window and display it on the monitor screen (see Chapter 5.5).

2.   Click on the **Update To ECR** button.

Note: Please note that when using **Update To ECR**, only the current screen contents are transferred!

While the data is being transferred to the cash register, the ONLINE STATUS message appears in the cash register display.

Note: If you attempt to transfer a PLU file, a dialogue box appears in which the cash register asks if only new PLUs should be transferred or all PLUs (including all modifications) should be replaced. Data transfer only starts after the prompt has been answered by making the required selection.

3.   Wait until the prompt disappears.

4.   When data transfer has been completed, switch the cash register off and then on again.

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

5.8   Loading data from the cash register to the PC (backup copy)

If you have completed programming directly on the cash register, we recommend you transfer the data to the PC to create a backup copy because programming on the cash register is very time-consuming.

1.   Click on the **ECR Setting(E)** menu.

2.   Select the **Data Management** option.

3.   Click on the **[Upload From ECR]** button (see Fig. 12).

Data transfer then begins. A corresponding window on the screen indicates the current transfer status.

Proceed as follows to save the file:

4.   Click on **System Setting(S)**.

5.   Select **Database Backup…**.

5.9   Data input, in detail

Chapter 6 of the operating instructions describes how to enter data using the cash register keyboard. Chapter 6 describes the individual functions and necessary input.

If you want to enter this data using the PC, the relevant PC input mask is illustrated at the end of each subchapter of Chapter 6. The way to complete the input mask is explained in Chapter 5.5. The basic procedure is identical for each mask.

In the case of queries regarding the fields, the **Help** features can often provide assistance. This can be opened by double-clicking the left-hand mouse button on the relevant field.

6 Programming on the Cash Register

6.1 Basics for programming
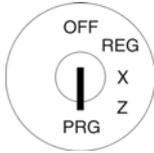
- To programme the cash register, the key switch must always be set to PRG.
- If the key switch is in position PRG, the **Programming menu** appears in the display: A 2-digit **programme number** appears beside which the feature which can be programmed is described briefly.
- When a feature is already programmed as required, you can normally skip the programming step.

6.1.1 Programming menu

Displayanzeige - German	Display content in English	Significance
90.PROGRAMME DRUCKEN	90.PRINT PROG DUMP	Print programmed data
01.WARENGRUPPEN	01.DEPARTMENT	Programme departments
03.PLU	03.PLU	Programme PLUs
04.LINK PLU	04.LINK PLU	Programme LINK PLUs
06.BEDIENER	06.CLERK	Programme clerks
08.FINANZWEG	08.TENDER MEDIA	Programme methods of payment
09.+ /- TASTE	09.KEY + /-	Programme amount-related surcharges/discounts
10.+% / -%	10.KEY +%/-%	Programme percentage surcharges/discounts
11.PASSWORT	11.PASS CODE	Programme pass code (password)
12.MASCHINE NUMMER	12.MACHINE NUMBER	Programme machine number
13.SYSTEM EINSTELLUNG	13.P REGISTER	Programme cash register settings (system options)
14.DATUM- ZEIT	14.DATE & TIME	Programme date and time
16.FREMDWÄHRUNG	16.FC	Programme foreign currencies
18.DRUCKAUSWAHL BER.	18.REPORT PRINTS	Set printing of reports
20.BEDIENER PLU	20.CLERK PLU	Programme clerk PLU
23.COM PORT EINSTELL	23.COM PORTs Setting	Programme connections
30.STEUER	30.TAX GROUP	Programme tax rates
31.KOPFZEILEN	31.LOGO MESSAGE	Programme logo text
32.FUSSZEILEN	32.AD MESSAGE	Programme added message
40.ZUSATZTEXTE	40.COOKING MESSAGE	Programming additional text (cooking) messages
41.ORDERBON-NAME	41.ORDER MESSAGE	Programme order type names
43.NAME KÜCHENDRUCKER	43.KITCHEN Files	Programme data for kitchen printer
44.GRAFISCHES LOGO	44.GRAPHIC LOGO	Select a graphical logo
45.TASTATUR	45.KEYBOARD	Change keyboard assignment

- Continued -

Displayanzeige - German	Display content in English	Significance
46.DALLAS SCHLÜSSEL	46.DALLAS KEYS	Programme Dallas keys
47.ECR FUNKTIONS-TYP	47.ECR TYPE	Set cash register type
48.DEZIMAL PUNKT	48.DECIMAL POINT	Set number of decimal places
49.SPRACHE	49.LANGUAGE	Set language
50.RUNDUNG PO-RA%	50.ROUNDING PO-RA%	Programme rounding method
51.RUNDUNG STEUER	51.ROUND TAX	Programme tax rounding method
52.DATUMS FOMAT	52.DATE FORMAT	Programme date format
53.RUNDUNG BETRAG	53.ROUNDING AMOUNT	Programme amount rounding
80.SPEICHER LÖSCHEN	80.MEMORY CLEAR	Delete all data from memory
81.SD CARD	81.SD CARD BACKUP	Produce data backup
82.USB STICK	82.USB STICK BACKUP	Send and receive data via USB flash card

Note: The sequence of subsequent chapters on programming (from Chapter 6.4) basically corresponds to the order in the above programming menu.

6.1.2   Initiate programming

Proceed as follows to programme one of the menu options:
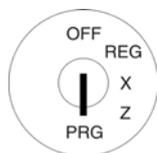
1. Set the key to PRG
2. Select the menu option you want to program:
   - Use the ▲ and ▼ keys to scroll to the required item in the menu.
     Or:
   - Enter the programme number using the digit keys.
3. Press the CASH key to confirm selection.

6.1.3   Conclude programming
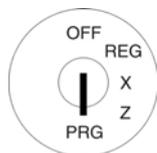
Press the SUB-TOTAL key to end programming and skip one menu level back.

6.2 Text input

When programming certain options, it is possible to enter text.

Note:　　　Texts are programmed directly via the cash register keyboard.

6.2.1 Text input areas a maximum number of characters

Text can be entered in the following programming areas:

Text input for programming	Max. number of characters per text line
Departments	18
PLU	18
LINK PLU	18
Clerks	18
Foreign currency	18
Tender	18
Logo message	32
AD message	32
Cooking messages	18
Order messages	18
Kitchen type name	18

6.2.2 Procedure to enter text

6.2.2.1 Entering digits, letters and special characters

1. All the characters assigned to a key appear when the key is pressed.
2. Digits, letters and special characters are entered in the same way as for a mobile phone. Example:
   - To enter an A, press the 8 ABC key once.
   - To enter a B, press the 8 ABC key twice.
   - To enter a C, press the 8 ABC key three times.
   - etc.

Note:　　　Alternatively, you can select the letter by scrolling to it with the ▲ and ▼ keys.

3. Then confirm the letter selected for entry by pressing the CASH key.
4. The digits in brackets indicate how many characters have been entered (first number) and the maximum number of characters which can be entered (second number). Example: (1/18) one character has been entered and a maximum total of 18 characters are possible.
5. Save the input by pressing the CASH key.
6. Confirm the input again by pressing the CASH key.
7. Conclude the programming text input by pressing the SUB-TOTAL key.

- Continued on next page -

Example: Enter the text "Bar"

Input	Display

2x **8** ABC

CASH

| <Enter>Yes,<ESC>Exit |
| B |
| |
| ABC. :   (1/18) |
| A   B   C   a   b   c   8   Ä   Á
Å |

4x **8** ABC

CASH

| <Enter>Yes,<ESC>Exit |
| Ba |
| |
| ABC. :   (2/18) |
| A   B   C   a   b   c   8   Ä   Á
Å |

7x **1** PQRS

CASH

| <Enter>Yes,<ESC>Exit |
| Bar |
| |
| ABC. :   (3/18) |
| P   Q   R   S   p   q   r   s   1   ß |

CASH

SUB-TOTAL
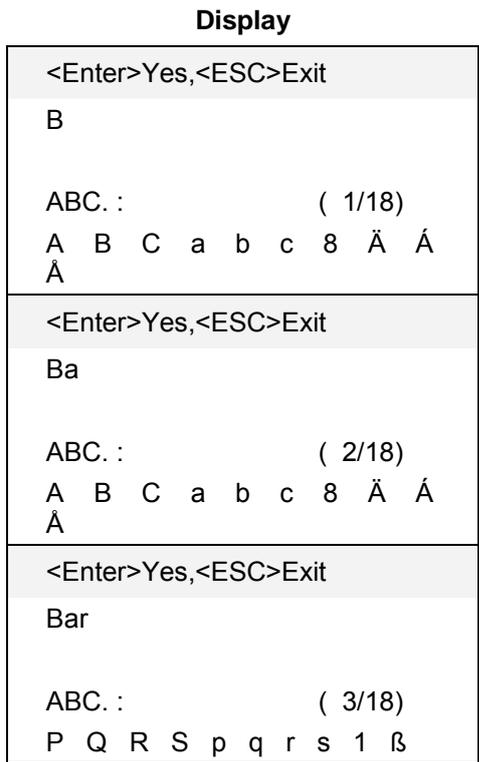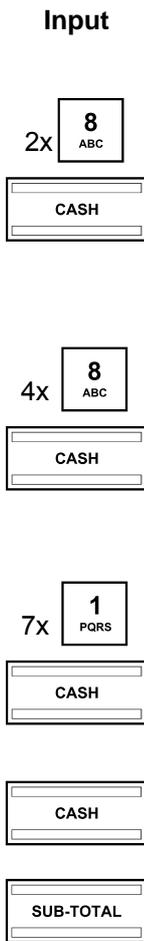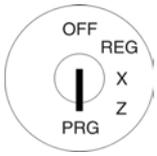
6.2.2.2   Deleting text entered

Position the cursor in the input area for text and press the |CLR| key to delete any existing text.

6.2.3 Keys for text input

Key	Significance
7 @ **8** ABC **9** DEF **4** GHI **5** JKL **6** MNO **1** PQRS **2** TUV **3** WXYZ	Press the relevant key the necessary number of times in order to enter the required digits, letters and special characters.
7 @	Press to enter digits and special characters.
0 „#	Press to enter digits and special characters.
00 SP	Press to enter a space.
. DEL	Press to delete the last character entered.
CLR	Press to delete the entire input.

6.2.4 Character map

Key	Characters available																									
8 ABC	A	B	C	a	b	c	8	Ä	Á	Å	Æ	Ą	À	Â	Ć	Ç	ä	á	å	æ	ą	à	â	c	ć
9 DEF	D	E	F	d	e	f	9	Đ	Ė	È	Ê	ė	e	è	é	Ê	ë								
4 GHI	G	H	I	g	h	i	4	Ġ	Í	Ì	Î	Ï	g	í	ì										
5 JKL	J	K	L	j	k	l	5	Ł	ł																
6 MNO	M	N	O	m	n	o	6	Ń	Ñ	Ö	Ó	Ø	Ő	Ō	ó	Ô	ñ	ń	ö	ó	ø	ő	ō	ó	ô	ò
1 PQRS	P	Q	R	S	p	q	r	s	1	ß	Ş	Ś	Ș	p	ș	ś									
2 TUV	T	U	V	t	u	v	2	Ü	Ú	Ű	Ů	Ù	Û	ü	ů	ű	û	ù	ú						
3 WXYZ	W	X	Y	Z	w	X	y	z	3	Ý	Ź	Z	ź	z											
0 „#		0	!	”	#	$	%	’	&	(	)	*	+	,	-	.	/	:	;	<	=	>	?		
7 @	7	@	€	[	＼	]	^	_	{	¦	}	~	¡	§	→	←	Σ	Ø	Æ	Œ	¨	¿	I	II	III	⌐ ⌐ ↑ ·

6.3 Changing the language

The texts in the display and on the receipt can be made in four different languages:

English, German (default setting), French and Dutch.

Attention: **To activate a new language, you must delete all the memories!** Observe your obligations in respect of providing proof and preserving records for the revenue authorities with regard to programming and cash register reports (see Chapter 11)! Therefore, only change the cash register language before actually putting it into operation!

Note: Proceed as follows to set to a language other than German:

Example: English is to be set as the language.
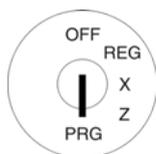
		Input	**Display**
1.	Set the key to PRG		
2.	Select **programme number 49** (see Chapter 6.1.2)	4 GHI 9 DEF CASH	=LANGUAGE - 1= [1]
3.	Press the CASH key to confirm the selection.		
4.	Enter the status number of the required language via the numeric keys: 0 for English 1 for German 2 for French or 3 for Dutch.	0 „#	[0]
5.	Save the selection by pressing the CASH key.	CASH	Save...!! Please Continue...
6.	End programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
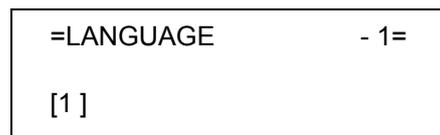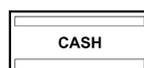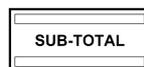
In order for the change of language to take effect, you must now clear the memory:

7.	Select **programme number 80** (refer to Chapter 6.1.2).		MEMORY CLEAR 1=
8.	Press the CASH key to confirm the selection.	8 ABC 0 „# CASH	ALL REPORT RESET E-JOURNAL AREA
•	The memory areas which can be deleted appear in the display.		PROGRAM AREA
9.	Use the ▲ and ▼ keys to select **ALL AREA**.	▲ ▼ CASH	CASHIERS AREA DEPARTMENT AREA PLU AREA
10.	Press the CASH key to confirm the selection.		TABLE AREA ALL AREA
11.	Confirm the confirmation prompt by pressing the CASH key.	CASH	
12.	End programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
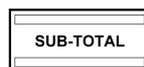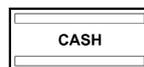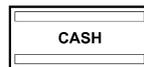
6.3.1 Changing the language using the PC

To define the language using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

Fig. 13

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.4 Programming departments

A maximum of 99 departments can be programmed.

Note: On leaving the factory, departments 1 to 8 are already assigned VAT tax rate 1 at 19% and departments 9 to 24 are assigned VAT tax rate 2 at 7%. All the departments are set-up as an itemised department with free pricing. If these settings correspond with those you need, no adjustments to the programme are necessary at this point.

6.4.1 Programmable contents

The following **4 features** must or can be programmed or defined for each department:

6.4.1.1 Department name

Programme an individual department name. This programming step is optional. On leaving the factory, general, standard names are pre-programmed.

6.4.1.2 Department fixed prices

A maximum of two department fixed prices can be programmed. Department fixed price 1 is usually the standard price, department fixed price 2 relates to a reduced price, e.g. within the scope of a "happy hour" or products which are no longer fresh.

The entry of department fixed prices is optional. If you do not enter fixed prices (fixed price is 0.00), the cash register only operates using free pricing.

When programming, always enter the fixed price with the set number of decimal places and decimal point.

6.4.1.3 Tax rate assignment

Assign a tax rate to each department.

6.4.1.4 Department status

The department status defines whether it concerns a positive or negative department and an itemised or single item department.

Department type	DP status number
Positive itemised department	00
Positive single item department	01
Negative itemised department (e.g. for deposit refunds)	02
Negative single item department	03

6.4.2   Department programming
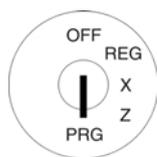
1.   Set the key to PRG.
2.   Select **programme number 01** (see Chapter 6.1.2).
3.   Press the CASH key to confirm the selection.

Programming department name (option):

4.   Use the ▲ and ▼ keys to move to the input area for the department name.

5.   Press the CASH key to confirm the selection.

6.   Delete the old department name by pressing the CLR key.

Enter the required text (max. 18 characters) (see Chapter 6.2).
Save each letter after entry by pressing the CASH key!

7.   Press the CASH key to confirm the input.

Programming department fixed price 1 (option):

8.   Use the ▲ and ▼ keys to move to the input area for department fixed price 1.

9.   Enter the fixed price 1 (including decimal places and decimal point).

10. Press the CASH key to confirm the input.
     The cash register automatically switches to the next programming step.

Programming department fixed price -2 (option):

11. Enter fixed price 2 (including decimal places and decimal point).

12. Press the CASH key to confirm the input.
     The cash register automatically switches to the next programming step.

Assigning tax rates:

13. Enter the tax rate group.

14. Press the CASH key to confirm the input.
     The cash register automatically switches to the next programming step.

Defining department status:

15. Enter the DP status number.

16. Press the CASH key to confirm the input.
     The cash register automatically saves the entire programmed data.

Saving the programmed department :

17. Press the CASH key to confirm the selection.

•   Saving the programming in the memory is confirmed in the display. The system is now at the beginning of the next department. Further data can now be programmed.

Tip: Programme all the departments directly one after the other!

18. Conclude programming the departments by pressing the SUB-TOTAL key.

Example: Department 1 should be a positive itemised department with a standard fixed price 1 of € 14.90 and a reduced fixed price 2 of € 9.90, referred to as "ABC" and operate at the reduced tax rate 2 of 7%.
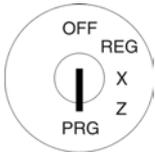
Input	Display

Initiate department programming:

0 / **1** / **CASH**	=DEPARTMENT 1 – 1=
	[Dept01]
	0.00 PRICE-1
	0.00 PRICE-2
	1 TAX#
	00 STATUS

Programming a department name:

Input	Display
▲ ▼ CASH	Dept01
CLR	
1x **8** ABC then CASH	A
2x **8** ABC then CASH	AB
3x **8** ABC then CASH	ABC
CASH	[ABC]

Programming a department fixed price 1:

Input	Display
▲ ▼	0.00 PRICE-1
1 **4** **.** **9** **0** CASH	14.90 PRICE-1

Programming a department fixed price 2:

Input	Display
▲ ▼	0.00 PRICE-2
9 **.** **9** **0** CASH	9.90 PRICE-2

Assigning a tax rate:

Input	Display
▲ ▼	1 TAX#
2 CASH	2 TAX#
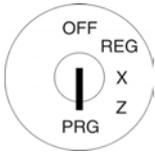
- Continued -

Defining department status:

| | | | 00 | STATUS |

▲ ▼
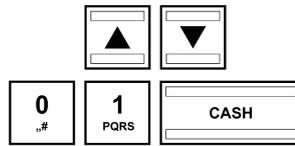
| 0 „# | 1 PQRS | CASH | 01 | STATUS |

Save and conclude department programming:

CASH

Save...!!
Please Continue...

SUB-TOTAL

6.4.3 Navigating in the departments

- Use the ▲ and ▼ keys to move to the top line and then press the CASH key several times to switch between the DP memory locations.
- By pressing the DP-SHIFT key, you can access the same position in the next PLU.

6.4.4 Programming departments using the PC

In order to programme departments using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
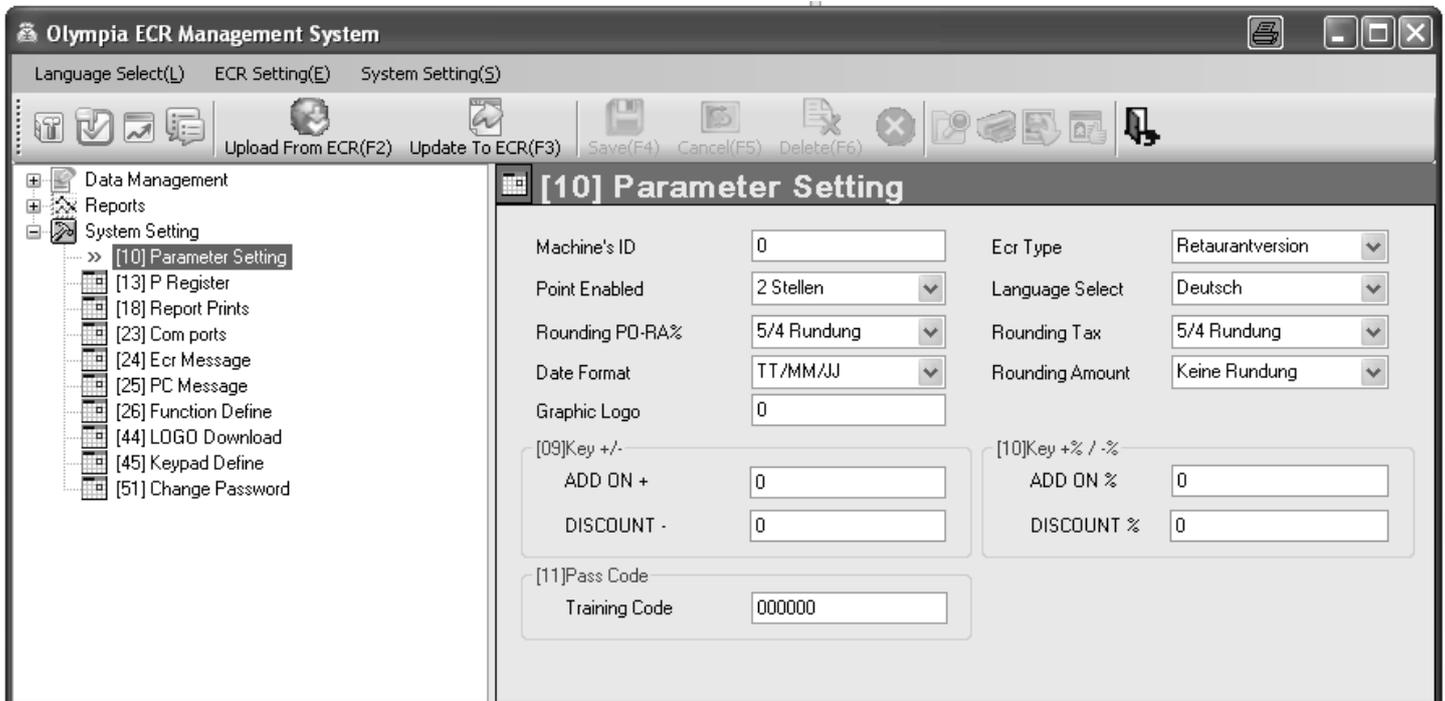

Fig. 14

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.5 Programming PLUs / items

A maximum of 4,096 PLUs (items) can be programmed.

6.5.1 Programmable contents

The following **9 features** must or can be programmed or defined for each PLU:

6.5.1.1 PLU number

There are 4,096 memory locations available.

EAN bar codes with up to 13 digits can be read via a bar code scanner.

6.5.1.2 PLU caption

You can programme individual PLU names (max. 18 characters). This programming step is optional. On leaving the factory, general, standard names are pre-programmed.

6.5.1.3 PLU fixed prices

Two PLU fixed prices can be programmed. PLU fixed price 1 is usually the standard price, PLU fixed price 2 is normally a reduced price, e.g. within the scope of a "happy hour" or for products which are no longer fresh, such as bread, fruit, vegetables, etc.

The entry of a PLU fixed price is optional. If you do not enter fixed prices (fixed price is 0.00), the cash register only operates using free pricing.

When programming, always enter the fixed price with the set number of decimal places and decimal point.

6.5.1.4 Tax rate assignment

Assign each PLU to a tax rate.

6.5.1.5 Department assignment

Assign each PLU to a department.

6.5.1.6 PLU status

Use the PLU status to define whether it is a positive or negative PLU.

PLU type	PLU status number
Positive PLU	00
Negative PLU	01

6.5.1.7 LINK PLUs

LINK PLUs are linked to a "normal" PLU. When the "normal" PLU is then registered, the LINK PLU is automatically registered too. LINK PLUs are often used in the sale of drinks in deposit bottles, for example. The deposit bottle is then the LINK PLU. A maximum of 3 LINK PLUs can be programmed for each PLU.

Note: The LINK PLU must be set-up before it is linked during the course of programming a PLU (see Chapter 6.6).

6.5.1.8 2-digit identity code for order type and printout on the kitchen printer

(a) The first digit in the 2-digit code defines the order type (order #) to which the PLU should belong.

(b) The second digit in the 2-digit code defines the type of output on the kitchen printer (KD#) for the PLU.

(a) Order type / Order number (Order #)

The order types only work when the cash register is operating in its gastronomy version. They ensure that PLUs with the same order number (order #) are printed on the same receipt. The receipts with different order numbers are printed in succession. This means that meals, drinks and other items sold can be listed clearly (also see Chapter 6.25).

A **maximum of 7 order types** can be set-up. The order type numbers are 1, 2, 3, 4, 5, 6 and 7.

Note: The order messages can be reprogrammed manually (see Chapter 6.25).

Note: If you operate the cash register in its retail version (see Chapter 6.30), programme a 0 at this point. The order function is then no longer available.

(b) Printout on the kitchen printer (KD#)

Orders can be sent to the kitchen directly by means of an external kitchen printer (also see Chapter 6.26).

Note: A kitchen printer must be activated via system option 9 (status code 2) so that printing on a kitchen printer works.

There are **eight different types of kitchen receipts** which can combine order receipts and single receipts in the following ways:

Types	KD#	Type of output (receipt type)		
		Order receipt	Single receipt	
			According to same item	Each item
Type 1	1	X		
Type 2	2	X		
Type 3	3	X		
Type 4	4	X		
Type 5	5	X	X	
Type 6	6		X	
Type 7	7	X		X
Type 8	8			X

Types 1 to 4: Consolidated receipt

Only one receipt is issued containing the entire order.

```
TABLE# 100                    KD#1


  1      STEAK
  1      PIZZA
  1      SCHNITZEL

02-01-2011  12:30 0433    Clerk  01
```

- Continued on next page -

Type 5

An order receipt is issued initially containing the entire order. This is followed by the respective single receipts for identicle items.

```
TABLE # 001                   KD#5

  1      STEAK
  2      PIZZA

02-01-2011  12:30 0433   Clerk 01

--------------------Section------------------

TABLE # 001                   KD#5

  1      STEAK

02-01-2011   12:30 0434  Clerk 01

--------------------Section------------------

TABLE # 001                   KD#5

  2      PIZZA

02-01-2011   12:30 0435  Clerk 01
```

- Continued -

Type 6

Only single receipts are issued for identicle items.

```
TABLE# 001                    KD#6

  1     STEAK

02-01-2011   12:30 0434   Clerk 01

--------------------Section------------------

TABLE# 001                    KD#6

  2     PIZZA

02-01-2011   12:30  0435    Clerk 01
```

Type 7

An order receipt is issued initially containing the entire order. A single receipt is then printed for each item.

```
TABLE # 001                   KD#7

  1     STEAK
  2     PIZZA

02-01-2011   12:30 0433   Clerk 01
```

Type 8

Only single receipts are printed for each item.

```
TABLE # 001                   KD#8

  1     STEAK

02-01-2011  12:30  0434   Clerk 01

--------------------Section------------------

TABLE # 001                   KD#8

  1     PIZZA

02-01-2011   12:30  0435  Clerk 01

--------------------Section------------------

TABLE # 001                   KD#8

  1     PIZZA

02-01-2011  12:30 0436   Clerk 01
```

Note: The type number (KD#) of the kitchen receipts can be reprogrammed in kitchen receipt names (see Chapter 6.26).

6.5.1.9 Inventory

The inventory relates to the number of pieces of an item in stock.

Note: Since the current inventory of a PLU can be printed in the reports, system option 11 (status code 1) for the PLU inventory counter must be activated (see Chapter 6.15).

6.5.2   Programming PLUs
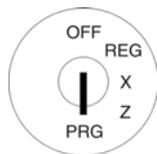
1. Set the key to PRG
2. Select **programme number 03** (refer to Chapter 6.1.2).
3. Press the |CASH| key to confirm the selection.

The first PLU programmed is always displayed.

Enter the PLU number

4. Use the |▲| and |▼| keys to move to the input area for the PLU number.
5. Use the digit keys to define which PLU is to be programmed.
6. Press the |CASH| key to confirm the input.
    The cash register automatically switches to the next programming step.

Note: If a PLU number which you want to programme already exists, "**DATA EXISTS!!**" appears in the display. Despite this, the cash register switches to the memory location so that you can complete changes, if required.

Programming the PLU name (option):

7. Press the |CASH| key to confirm the selection.
8. Enter the required text (max. 18 characters) (see Chapter 6.2).
    Save each letter after entry by pressing the |CASH| key!
9. Press the |CASH| key to confirm the input.

Programming PLU fixed price 1 (option):

10. Use the |▲| and |▼| keys to move to the input area for PLU fixed price 1.
11. Enter the fixed price 1 (including decimal place and decimal point).
12. Press the |CASH| key to confirm the input.
    The cash register automatically switches to the next programming step.

Programming PLU fixed price -2 (option):

13. Enter the fixed price 2 (including decimal place and decimal point).
14. Press the |CASH| key to confirm the input.
    The cash register automatically switches to the next programming step.

Assigning tax rates:

15. Enter the tax rate group.
16. Press the |CASH| key to confirm the input.
    The cash register automatically switches to the next programming step.

Assigning a department:

17. Enter the department number as a 2-digit number.
18. Press the |CASH| key to confirm the input.
    The cash register automatically switches to the next programming step.

Defining PLU status:

19. Enter the PLU status number.
20. Press the |CASH| key to confirm the input.
    The cash register automatically switches to the next programming step.

- Continued -
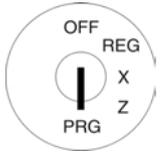
Programming LINK-PLU 1 (option):

21. Enter the PLU number.

22. Press the CASH key to confirm the input.
    The cash register automatically switches to the next programming step.

Programming LINK-PLU 2 (option):

23. Enter the PLU number.

24. Press the CASH key to confirm the input.
    The cash register automatically switches to the next programming step.

Programming LINK-PLU 3 (option):

25. Enter the PLU number.

26. Press the CASH key to confirm the input.
    The cash register automatically switches to the next programming step.

Programming the code for order type and printing on kitchen printer (option):

27. Enter the two-digit code for the order type and printing on the kitchen printer.

28. Press the CASH key to confirm the input.
    The cash register automatically switches to the next programming step.

Entering the PLU inventory (option):

29. Enter the number of the specific PLU in stock.

30. Press the CASH key to confirm the input.

31. Confirm again by pressing the CASH key.

The display indicates that the programme data is being saved.

Concluding PLU programming:

32. After all the PLUs have been programmed and saved, conclude programming by pressing the Sub-Total key.

Example: PLU no. 22 is a positive PLU (PLU status = 00) and should be identified by "Pizza". PLU no. 22 should have a standard fixed price of € 8.90, a reduced fixed price of € 6.- and be assigned to Department 01. Tax rate 1 applies. PLU no. 22 should be linked with LINK PLU no. 33. PLU no. 22 should belong to order type 2 and kitchen receipts should be printed according to type 5 (code for order type and printing on kitchen printer = 25). 100 pieces were in stock at the time of programming.
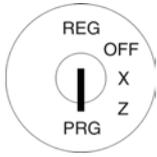
Input

Display

Initiate PLU programming:

```
=PLU                    1- 1
[                    1]No.
[1                      ]
0.00               PRICE1
0.00               PRICE2
0               TAX GROUP
1               LINK DEPT
00                  STATUS
0              LINK PLU 1
0              LINK PLU 2
0              LINK PLU 3
------------------------------------
00        ORDER #  /  KD#
0                    STOCK
Save...!!…
DELETE…
```

| 0 „# | 3 WXYZ | CASH |

Entering the PLU number

| ▲ | ▼ |

[1]No.

| 2 TUV | 2 TUV | CASH |
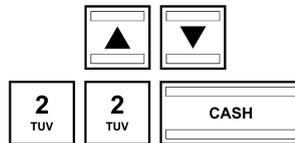
[22]No.

[22   ]

Programming a PLU name:

| CASH |

22

| CLR |

1x | 1 PQRS | then | CASH | P

6x | 4 GHI | then | CASH | Pi

8x | 3 WXYZ | then | CASH | Piz

8x | 3 WXYZ | then | CASH | Pizz

4x | 8 ABC | then | CASH | Pizza

| CASH | [Pizza   ]

- Continued -

	Input	**Display**	

Programming PLU price 1:

▲ ▼	0.00	PRICE1

8 ABC	. DEL	9 DEF	0 „#	CASH	8.90	PRICE1

Programming PLU price -2:

▲ ▼	0.00	PRICE2

6 MNO	. DEL	0 „#	0 „#	CASH	6.00	PRICE2

Assigning a tax rate

▲ ▼	0	TAX GROUP

1 PQRS	CASH	1	TAX GROUP

Assigning a department :

▲ ▼	1	LINK DEPT

1 PQRS	CASH	1	LINK DEPT

Defining the PLU status:

▲ ▼	0	STATUS

0 „#	0 „#	CASH	00	STATUS

Programming LINK PLU 1:

▲ ▼	00	LINK PLU 1

3 WXYZ	3 WXYZ	CASH	33	LINK PLU 1

Programming LINK PLU 2:

▲ ▼	00	LINK PLU 2

0 „#	0 „#	CASH	00	LINK PLU 2

Programming LINK PLU 3:

▲ ▼	00	LINK PLU 3

0 „#	0 „#	CASH	00	LINK PLU 3

- Continued -
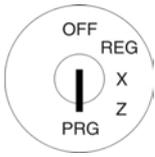
Programming the code for order type or printing on kitchen printer:

▲ ▼	00 ORDER # / KD#
1 PQRS 0 „# CASH	10 ORDER # / KD#

Entering the inventory (stock):

▲ ▼	0 STOCK
1 PQRS 0 „# 0 „# CASH	100 STOCK

Saving and ending programming the PLU:

CASH	SAVE...
SUB-TOTAL	DELETE

6.5.3   Navigating in the PLUs

- Use the ▲ and ▼ keys to move to the top line and then press the CASH key several times to switch between the PLU memory locations.
- By pressing the DP-SHIFT key, you can access the same position in the next PLU.
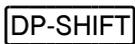
6.5.4   Deleting a PLU
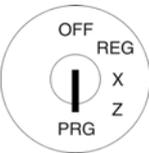
1. Set the key to PRG.
2. Select **programme number 03** (refer to Chapter 6.1.2).
3. Press the CASH key to confirm the selection.
4. Use the ▲ and ▼ keys to move to the input area for the PLU number.
5. Enter the number of the PLU to be deleted.
6. Use the ▲ and ▼ keys to select **DELETE…**
7. Press the CASH key to confirm the selection.
8. Continue the deleting process by pressing the CASH key or cancel the process by pressing the SUB-TOTAL key.

-

6.5.5 Programming PLUs using the PC

In order to programme PLUs/items using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

Fig. 15

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.6 Programming LINK PLUs

LINK PLUs are linked to a "normal" PLU. When the "normal" PLU is registered, the LINK PLU is automatically registered too. A maximum of 50 LINK PLUs can be programmed.

6.6.1 Programmable contents

The procedure to programme a LINK PLU is basically the same as that to programme a PLU.

The following **9 features** must or can be programmed or defined for each LINK PLU:

6.6.1.1 LINK PLU number

There are 50 memory locations available.

6.6.1.2 LINK PLU name

You can programme individual LINK PLU names (max. 18 characters). This programming step is optional. On leaving the factory, general, standard names are pre-programmed.

6.6.1.3 LINK PLU fixed prices

Two PLU fixed prices can be programmed. PLU fixed price 1 is usually the standard price, PLU fixed price 2 is normally a reduced price, e.g. within the scope of a "happy hour" or for products which are no longer fresh, such as bread, fruit, vegetables, etc.

The entry of a PLU fixed price is optional. If you do not enter fixed prices (fixed price is 0.00), the cash register only operates using free pricing.

When programming, always enter the fixed price with the set number of decimal places and decimal point.

6.6.1.4 Assigning a tax rate

Assign each LINK PLU to a tax rate.

6.6.1.5 Assigning a department

Assign each LINK PLU to a department.

6.6.1.6 LINK PLU status

Use the LINK PLU status to define whether it is a positive or negative PLU.

PLU type	LINK PLU status number
Positive LINK PLU	00
Negative LINK PLU	01

6.6.2   Programming LINK PLUs
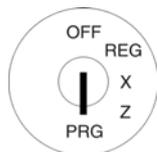
1.   Set the key to PRG
2.   Select **programme number 04** (see Chapter 6.1.2).
3.   Press the |CASH| key to confirm the selection.

The first PLU programmed is always displayed.

Entering the LINK PLU number:

4.   Use the |▲| and |▼| keys to move to the input area for the LINK PLU number.
5.   Use the digit keys to define which LINK PLU is to be programmed.
6.   Press the |CASH| key to confirm the input.
     The cash register automatically switches to the next programming step.

Programming the LINK PLU name:

7.   Use the |▲| and |▼| keys to move to the input area for the LINK PLU name.
8.   Press the |CASH| key to confirm the selection.
9.   Enter the required text (max. 18 characters) (see Chapter 6.2).
     Save each letter after entry by pressing the |CASH| key!
10. Press the |CASH| key to confirm the input.

Programming LINK PLU fixed price 1:

11. Use the |▲| and |▼| keys to move to the input area for LINK PLU fixed price 1.
12. Enter the fixed price 1 (including decimal place and decimal point).
13. Press the |CASH| key to confirm the input.
     The cash register automatically switches to the next programming step.

Programming LINK PLU fixed price -2:

14. Enter the fixed price 2 (including decimal place and decimal point).
15. Press the |CASH| key to confirm the input.
     The cash register automatically switches to the next programming step.

Assigning a tax rate:

16. Enter the tax rate group.
17. Press the |CASH| key to confirm the input.
     The cash register automatically switches to the next programming step.

Assigning a department:

18. Enter the department number as a 2-digit number.
19. Press the |CASH| key to confirm the input.
     The cash register automatically switches to the next programming step.

Programming the LINK PLU status:

20. Enter the LINK PLU status number.
21. Press the |CASH| key to confirm the input.
     The system is now at the beginning of the programmed LINK PLU.
22. After all the PLUs have been programmed and saved, conclude programming by pressing the |CASH|
     and |SUB-TOTAL| keys in succession.

Example: LINK PLU no. 5 is a positive PLU (PLU status = 00) and should be identified by "***". LINK PLU no. 5 should have a fixed price of € 3.30 and be assigned to Department 9. Tax rate 1 applies. There were 150 pieces in stock at the time of programming.
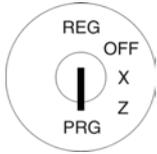
Input

Initiate programming the LINK PLU:

| 0 „# | 4 GHI | CASH |

```
=linkPLU              1- 1
[0 ]          FREE CODE
[                      ]
0.00             PRICE1
0.00             PRICE2
0             TAX GROUP
0             LINK DEPT
00               STATUS
SAVE...…
DELETE…
```

Entering the LINK PLU number:

| ▲ | ▼ |

[0]   FREE CODE

| 5 JKL | CASH |
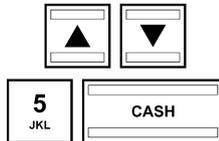
[5]   FREE CODE

Programming the LINK PLU name:

| CASH |

[   ]

12x | 0 „# | then | CASH |

*

12x | 0 „# | then | CASH |

**

12x | 0 „# | then | CASH |

***

| CASH |

[***   ]
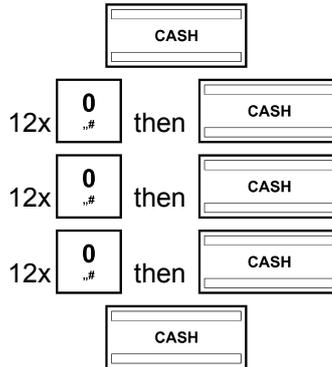
Programming LINK PLU price 1:

| ▲ | ▼ |

0.00   PRICE1

| 3 WXYZ | . DEL | 3 WXYZ | 0 „# | CASH |
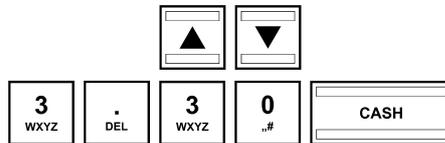
3.30   PRICE1

Programming LINK PLU price 2:

| ▲ | ▼ |

0.00   PRICE2

| 0 „# | CASH |

0.00   PRICE2

- Continued -

	Input		**Display**

Assigning a tax rate

▲ ▼   0   TAX GROUP

1 PQRS   CASH   1   TAX GROUP

Assigning a department :

▲ ▼   0   LINK DEPT

9 DEF   CASH   9   LINK DEPT

Defining the LINK PLU status:

▲ ▼   00   STATUS

0 „#   0 „#   CASH   00   STATUS

Saving and ending programming the LINK PLU:

▼   SAVE...

CASH

SUB-TOTAL

6.6.3   Navigating in the LINK PLU

- Use the ▲ and ▼ keys to move to the top line and then press the CASH key several times to switch between the LINK PLU memory locations.
- Press the DP-SHIFT key to access the same position in the next programmed LINK PLU.

6.6.4   Deleting a LINK PLU
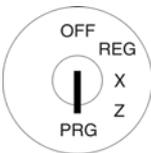
1. Set the key to PRG
2. Select **programme number 04** (see Chapter 6.1.2).
3. Press the CASH key to confirm the selection.
4. Use the ▲ and ▼ keys to move to the input area for the LINK PLU number.
5. Enter the number of the LINK PLU to be deleted.
6. Use the ▲ and ▼ keys to select **DELETE**…
7. Press the CASH key to confirm the selection.
8. Continue the deleting process by pressing the CASH key or cancel the process by pressing the SUB-TOTAL key.

6.6.5   Programming LINK PLUs using the PC

In order to programme LINK PLUs using the PC programme, **OLYMPIA ECR System** provides the following input mask.
They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

Fig. 16

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.7 Clerk system

The clerk system serves to assign transactions to the individual clerks and is designed for a maximum of 16 clerks. When the clerk system is active, clerks must log on to the cash register with their clerk number and clerk password (pass code). When the machine leaves the factory, the clerk system is not active.

6.7.1 Programmable contents

The following features must or can be programmed or defined for each clerk or clerk number:

6.7.1.1 Clerk name

You can programme individual clerk names (max. 18 characters). This programming step is optional. On leaving the factory, the clerk numbers 01 to 16 are programmed instead of individual clerk names.

6.7.1.2 Clerk password (pass code)

You can programme a 6-digit pass code for each clerk which the clerk must then use to log on to the cash register. The clerk pass code may only comprise digits and be between 000001 and 999999.

Note: Programme 000000 if no clerk password is required.

6.7.1.3 Commission

Commission rate

The commission rate defines the percentage rate of the basic amount which a clerk receives as commission.

Note: The commission rate can be maximally a 2-digit number and must be entered without a decimal point.

Commission factor

The commission factor defines the basis for calculating the commission:

Basis for commission calculation	Commission factor code
Gross sales	0
Net sales	1

6.7.1.4 Clerk attributes / Clerk rights

You can assign each clerk various attributes in three steps via the cash register. These attributes determine which functions may be executed by a clerk. There are three different status numbers with which to programme clerk attributes. Each status number is a 2-digit number. Each digit in a status number can be between 0 and 7 according to the tables below.

Note: The default settings appear in **bold** print.

Status number 1																	
Status code 1									**Status code 2**								
Clerk attributes:	**0**	1	2	3	4	5	6	7	Clerk attributes:	**0**	1	2	3	4	5	6	7
Prohibit [RETURN]		X		X		X		X	Prohibit print X-reports		X		X		X		X
Prohibit [VOID]			X	X			X	X	Prohibit print Z-reports			X	X			X	X
Prohibit [NO SALE]					X	X	X	X	Prohibit "PAID OUT"					X	X	X	X

Status number 2																	
Status code 1									**Status code 2**								
Clerk attributes:	**0**	1	2	3	4	5	6	7	Clerk attributes:	**0**	1	2	3	4	5	6	7
Prohibit "monthly Z report"		X		X		X		X	Access to all tables (manager)*		X		X		X		X
(reserved)			X	X			X	X	(reserved)			X	X			X	X
(reserved)					X	X	X	X	(reserved)					X	X	X	X

* One clerk with this right has access to all operations; he is a **manager**.

Status number 3																	
Status code 1									**Status code 2**								
Clerk attributes:	**0**	1	2	3	4	5	6	7	Clerk attributes:	**0**	1	2	3	4	5	6	7
Training permitted		X		X		X		X	Prohibit print other all clerks at Clerk report		X		X		X		X
(reserved)			X	X			X	X	(reserved)			X	X			X	X
Prohibit print all X-reports accumul.					X	X	X	X	(reserved)					X	X	X	X

Note:

- By default, all rights are enabled for all clerks (status numbers 1 to 3 are set to **00**).
- To disable all rights for one clerk, enter **77** for all status numbers.
- **Training** (status number 3, status code 1)
  - When Training mode is active (see Chapter 9), all the cash register operations can be practised without the entries being assigned to the sales and cash register reports. The operations which have been practised are only saved in the Training report (see Chapter 11.2). This feature is used to define who may use Training mode.
  - To switch the Training text off or on, programme system option 14 accordingly (status code 1) (see Chapter 6.15).

6.7.2   Programming clerks

Example: The name "Eva" must be programmed for clerk no. 2. Her pass code must be set to 222222. Clerk no. 2 should receive a commission of 3% of the net sales and be assigned all clerk rights except that for printing Z-reports.
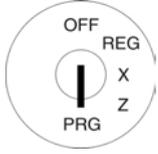
	Input	Display
1. Set the key to PRG		
2. Select **programme number 06** (refer to Chapter 6.1.2).		=CLERK 1- 1=
3. Press the CASH key to confirm the selection.		[01]
The first clerk appears in the display.		PASS CODE
	0 6 CASH	0 COMM.RATE%
		0 COMM.FACTOR
		00 STATUS1
		00 STATUS2
		00 STATUS3
		SAVE...
4. Use the CASH key to switch to the required clerk memory location.	CASH	CLERK 2- 1=
		[02]
5. Use the ▲ and ▼ keys to move to the input area for the clerk name.	▲ ▼	
6. Press the CASH key to confirm the selection.	CASH	
7. Delete the existing text.	CLR	
8. Enter the clerk name (text input, refer to Chapter 6.2).	2x 9 DEF then CASH	E
	6x 2 TUV then CASH	Ev
	4x 8 ABC then CASH	Eva
9. Conclude text input by pressing the CASH key.	CASH	[Eva]
10. The cash register automatically switches to the **PASS CODE** input area.		PASS CODE
11. Enter the current password (default setting: 000000).	0 0 0	
Note: Always enter the password as a 6-digit number!	0 0 0	****** PASS CODE
12. Press the CASH key to confirm the input.	CASH	
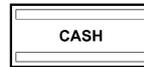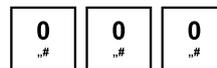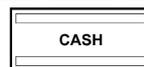
- Continued -
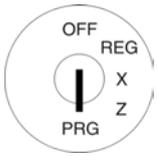
13. Enter a new 6-digit password in the **NEW CODE** input area (digits only).

2 TUV	2 TUV	2 TUV
2 TUV	2 TUV	2 TUV
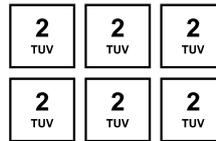
******   NEW CODE

14. Press the CASH key to confirm the input.

CASH

The cash register automatically switches to the next input area.

15. Repeat password input in the **Confirm CODE** input area.

2 TUV	2 TUV	2 TUV
2 TUV	2 TUV	2 TUV
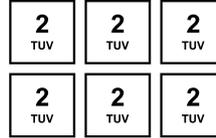
******   Confirm CODE

16. Press the CASH key to confirm the input.

CASH

The cash register indicates the storing process in the display and then automatically switches to the **COMM. RATE%** input area .

0   COMM.RATE%

17. Enter the commission rate (without decimal places).

3 WXYZ

18. Press the CASH key to confirm the input.

CASH

3   COMM.RATE%
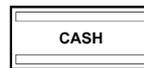
The cash register automatically switches to the **COMM. FACTOR** input area.

0   COMM.FACTOR

19. Enter the code for the commission factor.

1 PQRS

20. Press the CASH key to confirm the input.

CASH

1   COMM.FACTOR

The cash register automatically switches to the **STATUS1** input area.

00   STATUS1

21. Enter the 2-digit status number 1.

0 „#	2 TUV

22. Press the CASH key to confirm the input.

CASH

02   STATUS1
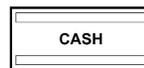
The cash register automatically switches to the **STATUS2** input area.

00   STATUS2

23. Enter the 2-digit status number 2.

1 PQRS	0 „#

24. Press the CASH key to confirm the input.
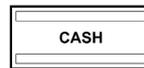
CASH

10   STATUS2

The cash register automatically switches to the **STATUS3** input area.

00   STATUS3

- Continued -
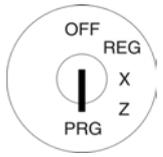
	25.	Enter the 2-digit status number 3.	**0** **0**		
	26.	Press the CASH key to confirm the input.	CASH	00	STATUS3
	Note:	When a feature is already programmed as required, you can skip the programming step.			
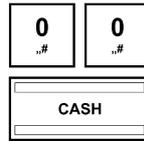
Saving and concluding clerk programming:

27. Confirm **SAVE…** by pressing the CASH key.

CASH

Save...!!
Please Continue...

28. Continue programming for other clerks or conclude the clerk programming process by pressing the SUB-TOTAL key.

SUB-TOTAL
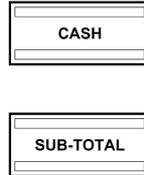
6.7.3 Activating/Deactivating the clerk system

The clerk system is activated/deactivated using system option 3 (status code 2) (see Chapter 6.15).
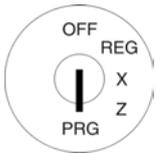
		Input	**Display**
1.	Set the key to PRG		=P REGISTER 1- 1=
2.	Select **programme number 13** (see Chapter 6.1.2).	**1** **3** CASH	
3.	Press the CASH key to confirm the selection.	PQRS WXYZ	[32] STATUS NO.Mx-My
4.	Use the digit keys to enter 3 .	**3** WXYZ	=P REGISTER 3- 1=
5.	Use the ▲ and ▼ keys to access the input area.	▲ ▼	[47] STATUS NO.Mx-My
6.	Enter the status code 43 to activate the clerk system (while retaining the other features in their default setting).		[43] STATUS NO.Mx-My or [47] STATUS NO.Mx-My
Or:			
7.	Enter the status code 47 to deactivate the clerk system.		
8.	Press the CASH key to confirm the input.	CASH	Save...!! Please Continue...
9.	Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	

Note: When the cash register is switched on the next time, each clerk must log on to the cash register immediately.

6.7.4 Logging on to the cash register as a clerk

Example: Clerk no. 2 (clerk name = Eva, clerk number = 2, clerk pass code = 222222) logs on to the cash register.

In all key switch positions	**Input**	**Display**

		Log In Failed!!
		No Authority
		Please Continue...

| | | CLERK NO. |

1. Enter the clerk number (1, 2, 3, … or 16).

   [2 TUV]

2. Press the CLERK or CASH key to confirm the entry.

   [CASH]

   If a pass code has been programmed, you are now requested to enter it.   Password:

3. Enter the 6-digit clerk pass code.

4. Press the CASH key to confirm the input.

   [2 TUV] [2 TUV] [2 TUV]

   Note: When Registration mode is active, the programmed clerk name appears in the display for a brief moment.

   [2 TUV] [2 TUV] [2 TUV]   Eva

   [CASH]

Note: System option 4 (status code 2) can be used to define whether a clerk must log on to the cash register again each time after concluding a transaction. The default setting of the cash register is such that a clerk remains logged on to the cash register until the key switch is set to OFF.

6.7.5 Programming clerks using the PC

In order to programme clerks using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
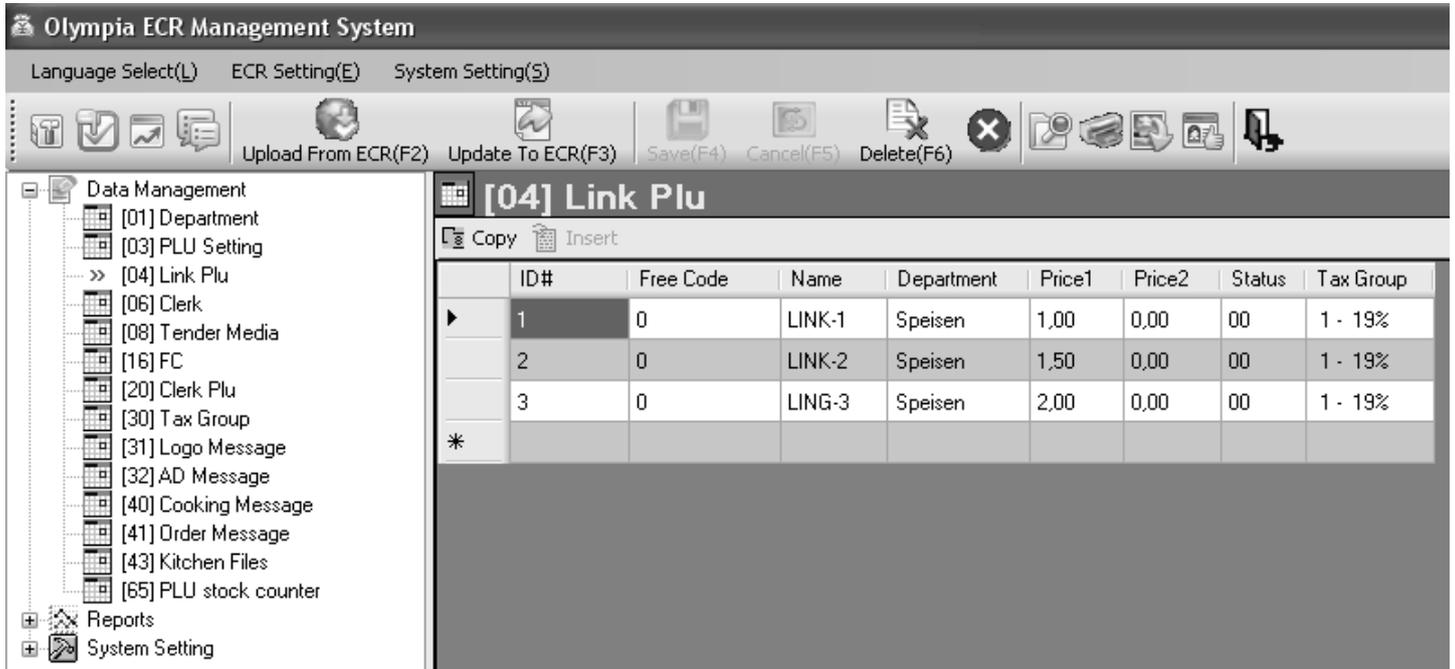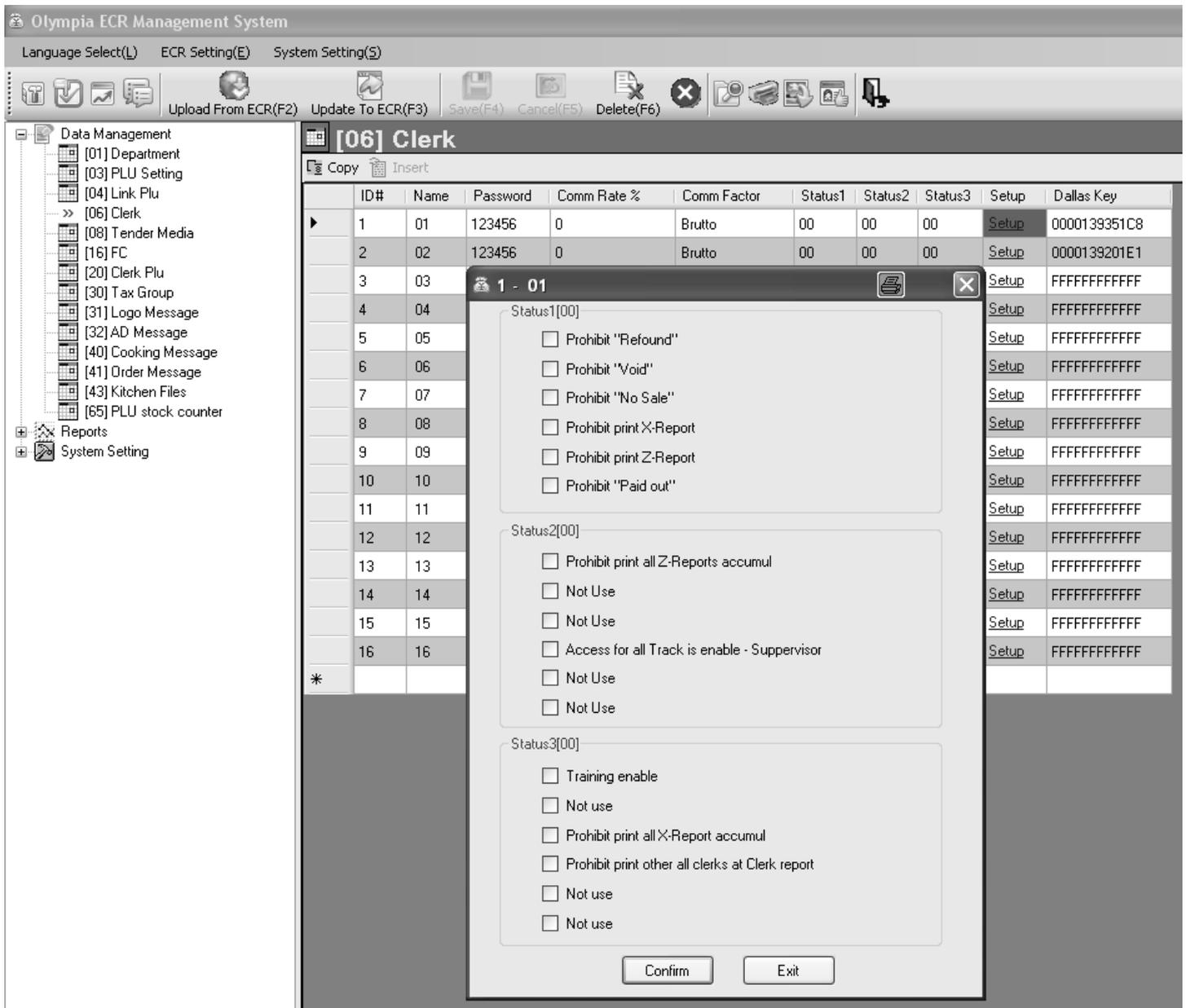

Fig. 17

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.8   Programming tender media identification

The tender media defines the method of payment for a purchase. There are five different tender media.

The two most common tender media are already provided as keys on the keyboard:

- CASH
- CARD

The following tender media can also be set up on the keyboard:

- CHEQUE
- CREDIT 1
- CREDIT 2

The names of the tender media are used on the receipts and cash register reports and can be reprogrammed, if necessary:

Example: Tender medium 4 "CREDIT 2" should be renamed "XYZ".
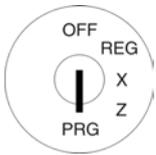
	Input	**Display**
1. Set the key to PRG.		
2. Select **programme number 08** (see Chapter 6.1.2).	**0** „,# **8** ABC CASH	=TENDER MEDIA 1- 1= [CASH] [00] STATUS
3. Press the CASH key to confirm the selection.		
4. Select the tender medium required: Switch between the various tender media by pressing the CASH key.	4x CASH	=TENDER MEDIA 4- 1= [CREDIT 2]
5. Use the ▲ and ▼ keys to access the input area.	▲ ▼	[CREDIT 2]
6. Press the CASH key to confirm the selection.	CASH	CREDIT 2
7. Delete the existing text.	CLR	
8. Enter the new tender name (text input, refer to Chapter 6.2).	2x **3** WXYZ then CASH	X
	3x **3** WXYZ then CASH	XY
	4x **3** WXYZ then CASH	XYZ
9. Conclude text input by pressing the CASH key.	CASH	[XYZ]
Note: The **STATUS** field is reserved by the software and cannot/must not be reprogrammed!		
10. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	

6.8.1 Programming tender media identification using the PC

In order to programme tender media identification using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
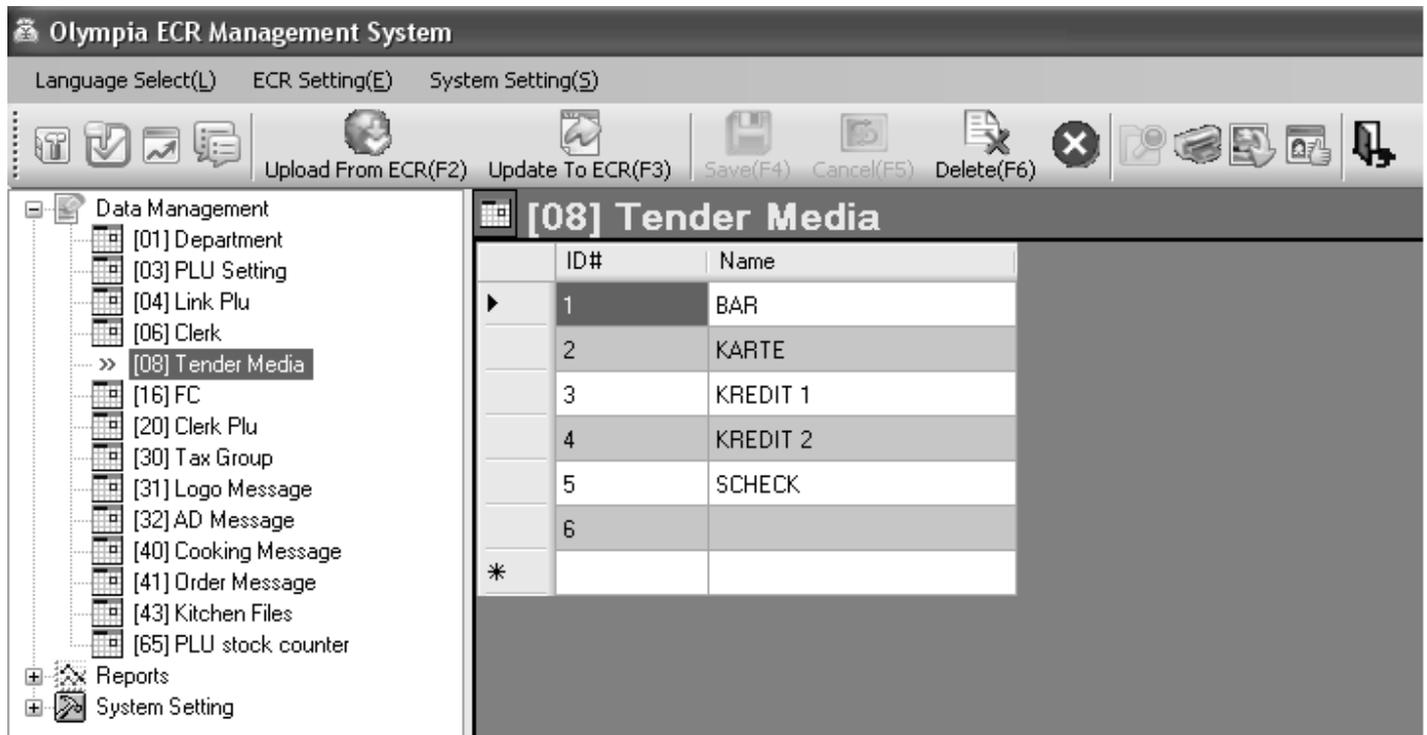
Fig. 18

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.9 Programming an amount-related surcharge (+)

This function programs a fixed amount for the surcharge.

Note: When the cash register is in its default setting, the key for the fixed amount surcharge is not set-up on the keyboard. The way in which to reprogram the keyboard is described in Chapter 6.28.

Example: A fixed surcharge of € 6.- must be programmed.
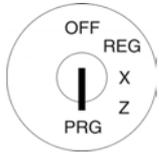
		Input	Display

1. Set the key to PRG.

2. Select **programme number 09** (see Chapter 6.1.2).

   Input: `0 .,#` `9 DEF` `CASH`

   Display:
   =Key +/-   1=
   [0.00]   ADD ON+
   [0.00]   DISCOUNT-

3. Press the CASH key to confirm the selection.

4. Use the ▲ and ▼ keys to move to the **[ ] ADD ON+** input area.

   Input: `▲` `▼`

   Display: [0.00]   ADD ON+

5. Use the digit keys to enter the amount of the surcharge (with decimal point and decimal places).

   Input: `6 MNO` `. DEL` `0 .,#` `0 .,#`

   Display: [6.00]   ADD ON+

6. Press the CASH key to confirm the selection.

   Input: `CASH`

   Display:
   Save...!!
   Please Continue...

7. Conclude programming by pressing the SUB-TOTAL key.

   Input: `SUB-TOTAL`

6.9.1 Programming an amount-related surcharge (+) using the PC

In order to programme amount-related or percentage surcharges and discounts using the PC, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in particular Chapter 5.5.
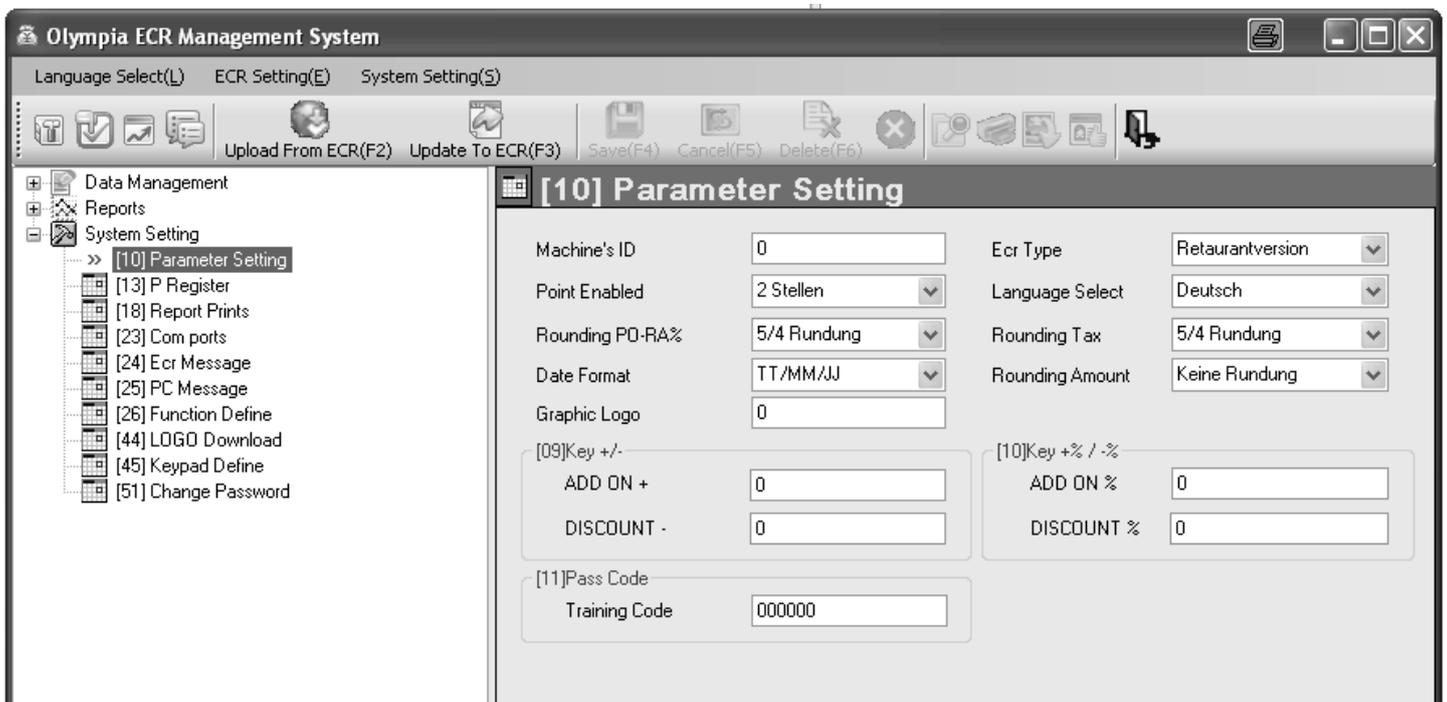
Fig. 19

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.10 Programming an amount-related discount (-)

This function programs a fixed amount for the discount.

Note: When the cash register is in its default setting, the key for the fixed amount discount is not set-up on the keyboard. The way in which to reprogram the keyboard is described in Chapter 6.28.

Example: A fixed discount of € 1.- must be programmed.
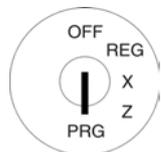
	Input	Display
1. Set the key to PRG		
2. Select **programme number 09** (see Chapter 6.1.2).	**0** ,.# **9** DEF **CASH**	=Key +/- 1=
3. Press the CASH key to confirm the selection.		[0.00] ADD ON+
		[0.00] DISCOUNT-
4. Use the ▲ and ▼ keys to move to the **[ ] DISCOUNT-** input area.	▲ ▼	[0.00] DISCOUNT-
5. Use the digit keys to enter the amount of the discount (with decimal point and decimal places).	**1** PQRS **.** DEL **0** ,.# **0** ,.#	[1.00] DISCOUNT-
6. Press the CASH key to confirm the input.	**CASH**	Save...!! Please Continue...
7. Conclude programming by pressing the SUB-TOTAL key.	**SUB-TOTAL**	

6.10.1 Programming an amount-related discount (-) using the PC

See Chapter 6.9.1.

6.11   Programming a percentage surcharge (%+)

This function programs a surcharge as a percentage value.

Example: A percentage value of 10% must be programmed for the surcharge.
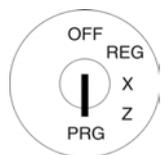
	Input	**Display**
1. Set the key to PRG.		
2. Select **programme number 10** (see Chapter 6.1.2).	**1** PQRS **0** „# [CASH]	=Key +/- 1= [0.00] ADD ON% [0.00] DISCOUNT%
3. Press the CASH key to confirm the selection.		
4. Use the ▲ and ▼ keys to move to the **[ ] ADD ON%** input area.	[▲] [▼]	[0.00] ADD ON%
5. Use the digit keys to enter the percentage value for the surcharge (with decimal point and decimal places, value between 0.01 and 99.99).	**2** TUV **.** DEL **0** „# **0** „#	[2.00] ADD ON%
6. Press the CASH key to confirm the input.	[CASH]	Save...!! Please Continue...
7. Conclude programming by pressing the SUB-TOTAL key.	[SUB-TOTAL]	
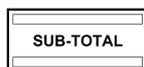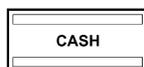
6.11.1   Programming a percentage surcharge (+) using the PC

See Chapter 6.9.1.

6.12   Programming a percentage discount (-%)

This function programs a discount as a percentage value.

Example: A percentage value of 5% must be programmed for the discount.
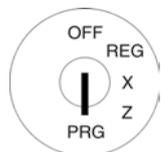
	Input	**Display**
1. Set the key to PRG.		
2. Select **programme number 10** (see Chapter 6.1.2).	**1** PQRS **0** „# [CASH]	=Key +/- 1= [0.00] ADD ON% [0.00] DISCOUNT%
3. Press the CASH key to confirm the selection.		
4. Use the ▲ and ▼ keys to move to the **[ ] DISCOUNT%** input area.	[▲] [▼]	[0.00] DISCOUNT%
5. Use the digit keys to enter the percentage value for the discount (with decimal point and decimal places, value between 0.01 and 99.99).	**5** JKL **.** DEL **0** „# **0** „#	[5.00] DISCOUNT%
6. Press the CASH key to confirm the input.	[CASH]	Save...!! Please Continue...
7. Conclude programming by pressing the SUB-TOTAL key.	[SUB-TOTAL]	
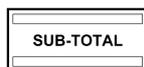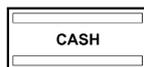
6.12.1   Programming a percentage discount (%-) using the PC

See Chapter 6.9.1.

6.13   Programming the training pass code

You can enter a 6-digit password (pass code) for Training mode which must then be entered each time a clerk wants to operate the cash register in Training mode.

Example: 123456 should be programmed as the training code.
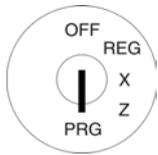
		Input	**Display**

1. Set the key to PRG.
2. Select **programme number 11** (see Chapter 6.1.2).
3. Press the |CASH| key to confirm the selection.

Input: `1 PQRS` `1 PQRS` `CASH`

Display:
```
=PASS CODE            1 =
          TRAINING CODE
              New CODE
```

4. Enter the existing code (default setting 000000) in the **TRAINING CODE** input area.

Note: Always enter the pass code as a 6-digit number!

Input: `0 „#` `0 „#` `0 „#`   `0 „#` `0 „#` `0 „#`

Display: ******   TRAINING CODE

5. Press the |CASH| key to confirm the input.

Input: `CASH`

6. Enter a new 6-digit code in the **NEW CODE** input area (digits only).

Input: `1 PQRS` `2 TUV` `3 WXYZ`   `4 GHI` `5 JKL` `6 MNO`

Display: ******   New CODE

7. Press the |CASH| key to confirm the input.

Input: `CASH`

8. Repeat the pass code input in the **CONFIRM CODE** input area.

Input: `1 PQRS` `2 TUV` `3 WXYZ`   `4 GHI` `5 JKL` `6 MNO`

Display: ******   Confirm CODE

9. Press the |CASH| key to confirm the input.

Input: `CASH`

Display:
Save...!!
Please Continue...

10. Conclude clerk programming by pressing the |SUB-TOTAL| key.

Input: `SUB-TOTAL`

6.13.1 Programming the training pass code using the PC

In order to programme a Training pass code using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
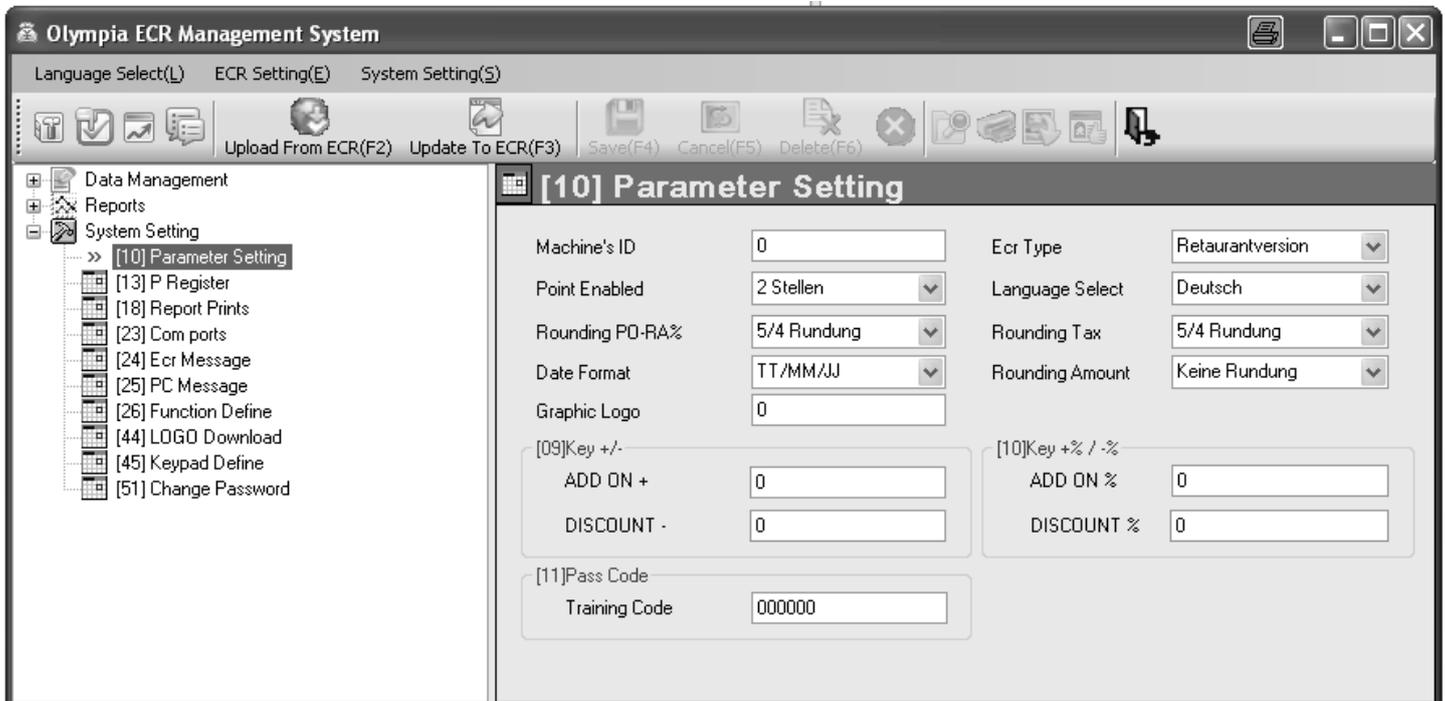
Fig. 20

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.14 Programming the machine number

The cash register can be assigned a 4-digit machine number which is then printed on all receipts and reports.

Note: If the machine number is 0000, no number is printed.

Example: 5555 should be programmed as the machine number.
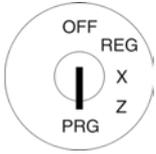
|		Input	Display
	1. Set the key to PRG.		=MACHINE NUMBER - 1=
	2. Select **programme number 12** (see Chapter 6.1.2).	**1** PQRS **2** TUV CASH	[0000]
	3. Press the CASH key to confirm the selection.		
	4. Enter the machine number using the numeric keys.	**5** JKL **5** JKL **5** JKL **5** JKL	[5555]
	5. Press the CASH key to confirm the input.	CASH	Save...!! Please Continue...
	6. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
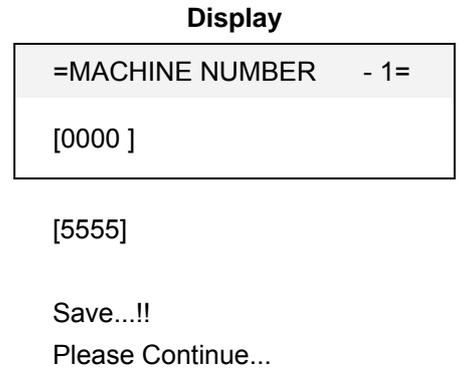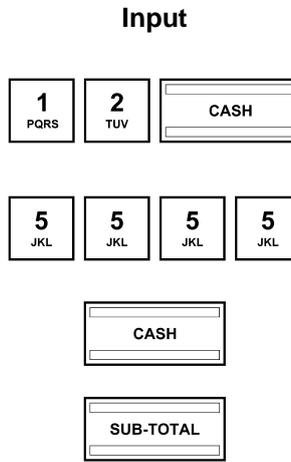
6.14.1 Programming the machine number using the PC

In order to programme the machine number (Machine's ID) using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
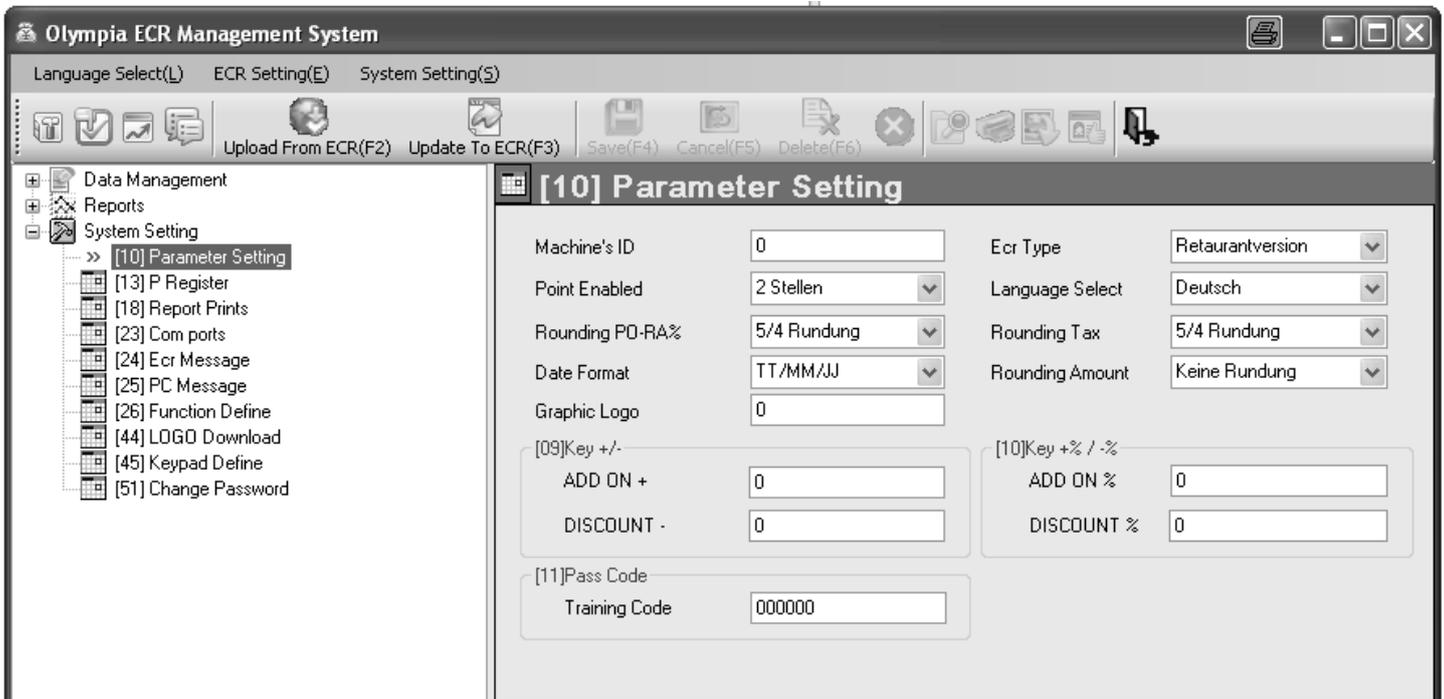
Fig. 21

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.15 System options

65 different cash register features can be set using the system options. When the cash register leaves the factory, the system options are set for normal cash register operation (digits below in bold print).

Programming of the individual features has been arranged in 14 system options. Up to 6 different features can be programmed for each system option . Each system option is unambiguously defined by means of a 2-digit number (status number): Both the first as well as the second status number can be assigned a value from 0 and 7. The correct 2-digit status number can be found in Chapter "System Options in Detail".

Note: The arrangement of features in system options means that it is essential that all the features related to a system option are programmed even if you only want to change one feature!

Note: Certain system options which are not assigned a feature are defined as "reserved" areas by the software.

6.15.1 System options in detail

Note: The default settings appear in **bold** print.

Note: Generally speaking, the system options need not be changed when the cash register is used normally.

System option 1: Defining the content of receipts/bills																	
Status code 1									**Status code 2**								
Features:	0	1	2	3	4	5	6	**7**	Features:	0	1	**2**	3	4	5	6	7
Print tax amount, total tax, net total on receipt		X		X		X		**X**	Print free code (EAN) on receipt		X		X		X		X
Print net amount on receipt			X	X			X	**X**	Print date on receipt			**X**	X			X	X
Print tax symbol on receipt					X	X	X	**X**	Print time on receipt					X	X	X	X

System option 2: Defining the content of receipts/bills																	
Status code 1									**Status code 2**								
Features:	0	1	2	3	4	5	**6**	7	Features:	0	1	2	3	4	5	**6**	7
(reserved)		X		X		X		X	Print item counter on receipt		X		X		X		X
Print receipt number on receipt			X	X			**X**	X	Print logo message on receipt			X	X			**X**	X
Print [SUB-TOTAL] amount after push this key					X	X	**X**	X	Print clerk name on receipt					X	X	**X**	X

System option 3																	
Status code 1									**Status code 2**								
Features:	0	1	2	3	**4**	5	6	7	Features:	0	1	2	3	4	5	6	**7**
Reset Z1 counter after Z1 report		X		X		X		X	Reset Z1 counter after Z-report day		X		X		X		**X**
Reset Z2 counter after Z2 report			X	X			X	X	Sale zero price PLU enable			X	X			X	**X**
Reset GT1 counter after Z1 report					**X**	X	X	X	Clerk system not active					X	X	X	**X**

System option 4																	
Status code 1									**Status code 2**								
Features:	0	1	2	3	4	5	6	**7**	Features:	0	1	2	3	**4**	5	6	7
Not printing zero skipped at Z-reports		X		X		X		**X**	12 hr indication on receipt		X		X		X		X
Print copy receipt is enabled			X	X			X	**X**	Register clerk at each transaction			X	X			X	X
+% / -% calculated for DPT/PLU after SUB-TOTAL only					X	X	X	**X**	+%/-% calculated for DPT/PLU items only, SUB-TOTAL no					**X**	X	X	X

System option 5																	
Status code 1									**Status code 2**								
Features:	0	1	**2**	3	4	5	6	7	Features:	**0**	1	2	3	4	5	6	7
Price level will stay after transaction		X		X		X		X	Base currency EURO print too [FC1]		X		X		X		X
Print the departments			**X**	X			X	X	(reserved)			X	X			X	X
(reserved)					X	X	X	X	(reserved)					X	X	X	X

System option 6																	
Status code 1									**Status code 2**								
Features:	**0**	1	2	3	4	5	6	7	Features:	0	1	2	3	4	5	6	**7**
(reserved)		X		X		X		X	Print FC sub-total on receipt		X		X		X		**X**
(reserved)			X	X			X	X	Print FC change on receipt			X	X			X	**X**
(reserved)					X	X	X	X	Print FC rate on receipt					X	X	X	**X**

System option 7

Status code 1									Status code 2								
Features:	**0**	1	2	3	4	5	6	7	Features:	0	1	2	3	**4**	5	6	7
Tax amount is printed after tender amount		X		X		X		X	Not print net and tax amount together		X		X		X		X
Only print total tax amount on receipt			X	X			X	X	(reserved)			X	X			X	X
No printout of tax rate on receipt					X	X	X	X	Print graphical logo on receipt					**X**	X	X	X

System option 8

Status code 1									Status code 2								
Features:	0	**1**	2	3	4	5	6	7	Features:	0	1	2	3	**4**	5	6	7
(reserved)		**X**		X		X		X	Electronic ring journal (otherwise only normal electronic journal)		X		X		X		X
Activate "Orders receipt" "Single tickets" for direct sales			X	X			X	X	Electronic journal Deactivated			X	X			X	X
(reserved)					X	X	X	X	"Returns" do not reduce counter on paid tables					**X**	X	X	X

System option 9

Status code 1									Status code 2								
Features:	0	1	**2**	3	4	5	6	7	Features:	0	1	2	3	4	**5**	6	7
Open track in transaction		X		X		X		X	Enable kitchen printer		X		X		**X**		X
Print orders and ticket on internal printer			**X**	X			X	X	(reserved)			X	X			X	X
(reserved)					X	X	X	X	Print on internal printer in case of error on kitchen printer					X	**X**	X	X

System option 10

Status code 1									Status code 2								
Features:	0	1	2	3	**4**	5	6	7	Features:	0	1	2	3	**4**	5	6	7
Check open table Z-report issued first		X		X		X		X	Identical items not added on order		X		X		X		X
(reserved)			X	X			X	X	Print PLU no. on order receipt and kitchen printer			X	X			X	X
Print price on "Orders receipt"					**X**	X	X	X	Print PLU price on order receipt and kitchen printer					**X**	X	X	X

System option 11																	
Status code 1									Status code 2								
Features:	0	1	2	**3**	4	5	6	7	Features:	0	1	2	3	**4**	5	6	7
Print subtotal on order receipt		X		**X**		X		X	Print graphical logo on order receipt		X		X		X		X
Stock PLU counter is disabled			X	**X**			X	X	Print logo text on order receipt			X	X			X	X
Tax calculation after transaction					X	X	X	X	Basic level keyboard reset after PLU registration					**X**	X	X	X

System option 12																	
Status code 1									Status code 2								
Features:	**0**	1	2	3	4	5	6	7	Features:	0	1	2	3	4	**5**	6	7
Print quantity on X/Z report		X		X		X		X	Not print zero price PLU at invoice		X		X		**X**		X
(reserved)			X	X			X	X	(reserved)			X	X			X	X
Kitchen printer active for direct sale					X	X	X	X	Display Sleep mode not active					X	**X**	X	X

System option 13																	
Status code 1									Status code 2								
Features:	0	**1**	2	3	4	5	6	7	Features:	0	**1**	2	3	4	5	6	7
Add tax 1 and tax 3		**X**		X		X		X	Dallas keys active		**X**		X		X		X
(reserved)			X	X			X	X	(reserved)			X	X			X	X
Beep off					X	X	X	X	Reset Z-counters, delete after all reports					X	X	X	X

System option 14																	
Status code 1									Status code 2								
Features:	0	**1**	2	3	4	5	6	7	Features:	**0**	1	2	3	4	5	6	7
No "Training" print		**X**		X		X		X	(reserved)		X		X		X		X
(reserved)			X	X			X	X	Print item price on order			X	X			X	X
Enable WIND motor journal (journal mode)					X	X	X	X	Print total sales with open tables					X	X	X	X

6.15.2 Programming system options

Tip: Before starting with programming, take your time to consider how you want to programme the individual features and note down the 2-digit status number which needs to be entered.

	Input	**Display**
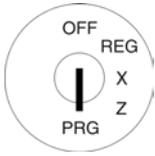
1. Set the key to PRG.
2. Select **programme number 13** (see Chapter 6.1.2).
3. Press the CASH key to confirm the selection.

The first system option and its current status appear in the display.

Input	Display
1 PQRS **3** WXYZ CASH	=P REGISTER 1- 1=
	[32] STATUS NO.Mx-My

4. Enter the number of the system option to be programmed, e.g. 13.

	=P REGISTER

5. Use the ▲ and ▼ keys to move to the **[ ]** input area.

▲ ▼	[10] STATUS NO.Mx-My

6. Enter the required 2-digit status number, e.g. 51 (to switch off the key tone).

	[51] STATUS NO.Mx-My

7. Press the CASH key to confirm the input.

CASH

8. Conclude programming by pressing the SUB-TOTAL key.

SUB-TOTAL

6.15.3 Printing the system options

	Input	**Display**
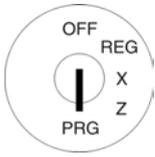
1. Set the key to PRG.
2. **Programme number 90** is automatically selected (see Chapter 6.1.2).
3. Press the CASH key to confirm the selection.

The display shows what can be printed.

Input	Display
CASH	=SETTINGS-PRG -90=
	90.PRINT PROG DUMP
	=PRINT PRG DUMP – 1=
	DEPARTMENT
	PLU
	LINK PLU
	CLERK
	TENDER MEDIA
	…

4. Use the ▲ and ▼ keys to select **P-REGISTER**.

▲ ▼	=PRINT PRG DUMP – 10=
	P REGISTER

5. Press the CASH key to confirm the selection.

CASH

6.15.4 Programming system options using the PC

In order to programme system options (P-Register) using the PC programme, **OLYMPIA ECR System** provides the following input mask. The way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

⚙ Olympia ECR Management System

Language Select(L)   ECR Setting(E)   System Setting(S)

Upload From ECR(F2) Update To ECR(F3) Save(F4) Cancel(F5) Delete(F6)

⊞ Data Management
⊞ Reports
⊟ System Setting
　⊞ [10] Parameter Setting
　» [13] P Register
　⊞ [18] Report Prints
　⊞ [23] Com ports
　⊞ [24] Ecr Message
　⊞ [25] PC Message
　⊞ [26] Function Define
　⊞ [44] LOGO Download
　⊞ [45] Keypad Define
　⊞ [51] Change Password

🖿 [13] P Register

#1[32]
- ☑ Print tax amount,total tax,net total on receipt
- ☑ Print net amount on receipt
- ☐ Print tax symbol on receipt
- ☐ Print free code(EAN) on Invoice
- ☑ Print date on receipt
- ☐ Print time on receipt

#2[66]
- ☐ Not use
- ☑ Print receipt number on receipt
- ☑ Print (SUB-TOTAL) amount after push this key
- ☐ Print item counter on receipt
- ☑ Print logo message on Invoic(#31 and #32)
- ☑ Print clerk name on receipt

#3[47]
- ☐ Reset Z1 counter after Z1 report
- ☐ Reset Z2 counter after Z2 report accumul
- ☑ Reset GT values affter Z report day
- ☑ Reset order # counter after Z1 report day
- ☑ Sale zero price PLU enable
- ☑ Clerk system disable

#4[30]
- ☑ Not printing zero skipped at Z-reports
- ☑ Print copy receipt is is enabled(when Receipt print
- ☐ +% / -% calculated fot DPT/PLU after SUB-Total only
- ☐ 12 hr indication on receipt
- ☐ Register clerk at each transaction
- ☐ +% / -% calculated fot DPT/PLU items only, SUB-Total no

#5[20]
- ☐ Price level will stay after transaction(CASH)
- ☑ Print order by DEPT (separate-ticket)
- ☐ Not use
- ☐ Base Currency EURO print too [FC1]
- ☐ Prohibit key VOID for negative transaction
- ☐ Tax item exclusive

#6[00]
- ☐ Not use
- ☐ Not use
- ☐ Not use
- ☐ Print FC sub-total on receipt
- ☐ Print FC change on receipt
- ☐ Print FC rate on receipt

#7[04]
- ☐ Print tax amount after tender amount
- ☐ Only total tax amount print on receipt
- ☐ Not print tax rate(xx%) on receipt
- ☐ Not print net and tax amount together
- ☐ Not use
- ☑ Print graphical logo on receipt

#8[05]
- ☐ Not use
- ☐ Activate "Order receipt" "Single tickets" for direct sales
- ☐ Not use
- ☑ Endless electronic journal
- ☐ No electronic journal(Journal not activ)
- ☑ RETURN not reduce counter paid tables

#9[20]
- ☐ Open track in transaction is require
- ☑ Print "Orders receipt" with table system
- ☐ Not use
- ☐ Kitchenprinter activ
- ☐ Not use
- ☐ if Kitchenprint will by error use intern printer

#10[44]
- ☐ Check open table Z-report issued first
- ☐ Not use
- ☑ Print price on "Orders receipt"
- ☐ Not summarized items on "Orders" and "Kitchen receipt"
- ☐ Print PLU-number for all receipts (ECR+Kitchenprinter)
- ☑ Print PLU-price for all receipts (at Kitchenprinter)

#11[34]
- ☑ Print "TOTAL" amount row on "Orders receipt"
- ☑ Stock PLU counter is disabled
- ☐ Tax amount,taxable is calculated exactly after individual
- ☐ Graphic logo for order receipt
- ☐ logo message for order receipt
- ☑ After sale PLU go back to base level keyboard

#12[05]
- ☐ Print act at Finacal X/Z report
- ☐ Reservete
- ☐ Kitchenprinter activ for direct Sale
- ☑ Not print zero price PLU at invoice
- ☐ Compulsory cash declaration active (Finacial Report)
- ☑ Display no sleep-Mode

#13[11]
- ☑ Calculate Tax 1 + Tax 3 togather
- ☐ Not use
- ☐ Beep off
- ☑ Dallas key enable
- ☐ Not use
- ☐ Reset Z-counters after total REPORT reset

#14[10]
- ☑ Print Text "Training"
- ☐ Not use
- ☐ Enable WIND motor journal(journal mode)
- ☐ Not use
- ☐ Print item price on single tickets and orders
- ☐ Print row Total Sales with open table at Clerk Report

Fig. 22

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.16 Programming the date and time

Example: 17.06.2011 should be programmed as the date. 13:30 should be programmed as the time.
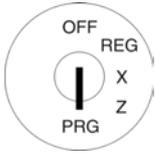
		Input	**Display**

1. Set the key to PRG.
2. Select **programme number 14** (see Chapter 6.1.2).
3. Press the CASH key to confirm the selection.

Input: `1 PQRS` `4 GHI` `CASH`

Display:
=Date & Time	- 1=
Date:	DD/MM/YYYY
	00/00/2000
Time:	HH/MM
	00-00

The input area for the day's date is already marked.

4. Enter the day's date.
The cash register automatically switches to the input area for the month.

Input: `1 PQRS` `7 @`

Display:
Date: DD/MM/YYYY
        17/06/2011

5. Enter the month.
The cash register automatically switches to the input area for the year.

Input: `0 „#` `6 MNO`

Display:
Date: DD/MM/YYYY
        17/06/2011

6. Enter the year.
The cash register automatically switches to the input area for the hour.

Input: `2 TUV` `0 „#` `1 PQRS` `1 PQRS`

Display:
Date: DD/MM/YYYY
        17/06/2011

7. Enter the hour.
The cash register automatically switches to the input area for the minute.

Input: `1 PQRS` `3 WXYZ`

Display:
Time: HH/MM
        13-00

8. Enter the minute.
The cash register automatically switches to the input area for the date.

Input: `3 WXYZ` `0 „#`

Display:
Time: HH/MM
        13-30

Note: Use the ▲ and ▼ keys to move to the individual input areas manually.

9. Save the programmed data by pressing the CASH key.

Input: `CASH`
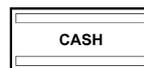
Display:
Save...!!
Please Continue...

The cash register automatically switches back to the Programming menu.

Note: For programming the date format, see Chapter 6.33.

6.17 Programming foreign currencies

A maximum of 2 foreign currencies can be programmed.

Note: If you want to operate with the second foreign currency, you must programme the FC 2 key on the keyboard(see Chapter 6.28). The FC key set-up on the keyboard at the factory only applies to foreign currency 1!

Clarify the following before starting with the actual programming operation:

- Which foreign currency should be programmed?
- In which storage location should this foreign currency be programmed?
- What text is associated with the foreign currency (e.g. the currency abbreviation in accordance with ISO 4217)?
- What is the exchange rate (foreign currency to local currency)?

Example: US Dollar should be programmed as the foreign currency in memory location 2. The exchange rate at the time of programming was 1 EUR = 1.35 USD (native (local) currency = 1 EUR, foreign currency = 1.35 USD).
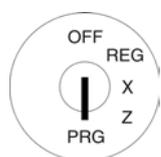
		Input	Display
1.	Set the key to PRG.		
2.	Select **programme number 16** (see Chapter 6.1.2).		FC 1- 1=
3.	Press the CASH key to confirm the selection. The first foreign currency memory location appears in the display.	**1** PQRS **6** MNO CASH	[FC01] Native: 0,01 Foreign: 0,01
4.	Use the CASH key to switch to the foreign currency memory location.	CASH	FC 2- 1= [FC01] Native: 0,01 Foreign: 0,01
5.	Use the ▲ and ▼ keys to switch to the text input area [**FC-0x**].	▲ ▼	[FC02]
6.	Press the CASH key to confirm the input.	CASH	FC02
7.	Delete the existing text.	CLR	
8.	Enter the new foreign currency text (see Chapter 6.2).	2x **2** TUV then CASH	U
		4x **1** PQRS then CASH	US
		1x **9** DEF then CASH	USD
9.	Conclude text input by pressing the CASH key.	CASH	[USD]
10.	Use the ▲ and ▼ keys to move to the **Foreign** input area.	▲ ▼	Foreign: 0.01
11.	Enter the foreign currency.	**1** PQRS **.** DEL **3** WXYZ **5** JKL	Foreign: 1.35
12.	Press the CASH key to confirm the input.	CASH	Save...!! Please Continue...
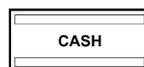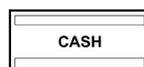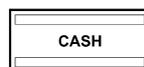
- Continued on next page -

- Continued -
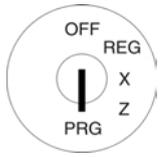
		Input	**Display**

The cash register automatically changes to the **[ ] Native:** input area.

Native: 0.01

13. Enter the local currency.

1 PQRS

Native: 1

14. Press the CASH key to confirm the input.

CASH

Save...!!
Please Continue...

15. Conclude programming by pressing the SUB-TOTAL key.

SUB-TOTAL

6.18 Programming printing of the X / Z reports

You can define the content of the X and Z report printouts. There are 10 different features available. There are two different status numbers to programme the report content. Each status number is a 2-digit number. Each digit in a status number can be between 0 and 7 according to the tables below.

6.18.1 Status numbers

Note: The default settings appear in **bold** print.

Status number 1																	
Status code 1									**Status code 2**								
Features:	0	1	2	3	4	5	**6**	7	Features:	**0**	1	2	3	4	5	6	7
Print Grand Total in financial report		X		X		X		X	(reserved)		X		X		X		X
Print "Return" on financial report			X	X			**X**	X	Print tax rate			X	X			X	X
Print "Void" on financial report					X	X	**X**	X	Print "GROSS SALE TL" on report financial					X	X	X	X

Note:

- Status number 1 = 77 signifies: None of the data listed is printed.
- Status number 1 = 00 signifies: All the listed data is printed.

Status number 2																	
Status code 1									**Status code 2**								
Features:	0	1	2	3	4	5	**6**	7	Features:	**0**	1	2	3	4	5	6	7
Customer counter On (CASH counter)		X		X		X		X	(reserved)		X		X		X		X
Print "Return" on clerk report			X	X			**X**	X	Print PLU free code (EAN) on reports			X	X			X	X
Print "Void" on clerk report					X	X	**X**	X	Print "ROUNDING" on report financial					X	X	X	X

6.18.2 Programming status numbers

Example: All the information should be printed on the X/Z reports:
Status number 1 = 76, status number 2 = 76.
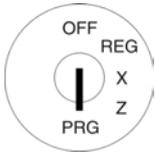
	Input	Display

1. Set the key to PRG.
2. Select **programme number 18** (see Chapter 6.1.2).
3. Press the |CASH| key to confirm the selection.

The current settings of the two status numbers appear in the display.

PRINT DATA X/Z   0- 1=1
[00]   STATUS1
[00]   STATUS2

Input: **1** PQRS **8** ABC CASH

4. Use the |▲| and |▼| keys to move to the **[ ] STATUS1** input area.

Input: ▲ ▼ → [00]   STATUS1

5. Enter the required 2-digit status number 1, e.g. 76.

Input: **7** @ **6** MNO → [76]   STATUS1

6. Press the |CASH| key to confirm the input.

Input: CASH → Save...!! / Please Continue...

7. Use the |▲| and |▼| keys to move to the **[ ] STATUS2** input area.

Input: ▲ ▼ → [00]   STATUS2

8. Enter the required status number 2, e.g. 76.

Display: [76]   STATUS2

9. Press the |CASH| key to confirm the input.

Input: CASH → Save...!! / Please Continue...

10. Conclude programming by pressing the |SUB-TOTAL| key.

Input: SUB-TOTAL
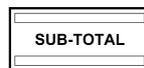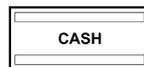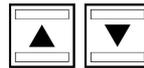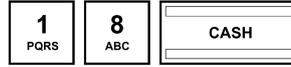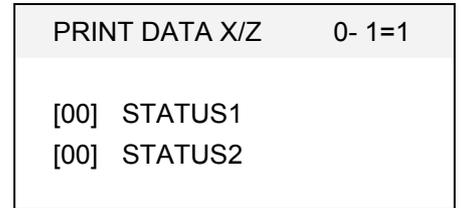
6.18.3 Programming the content of the report printout using the PC

In order to programme content of the report printout using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
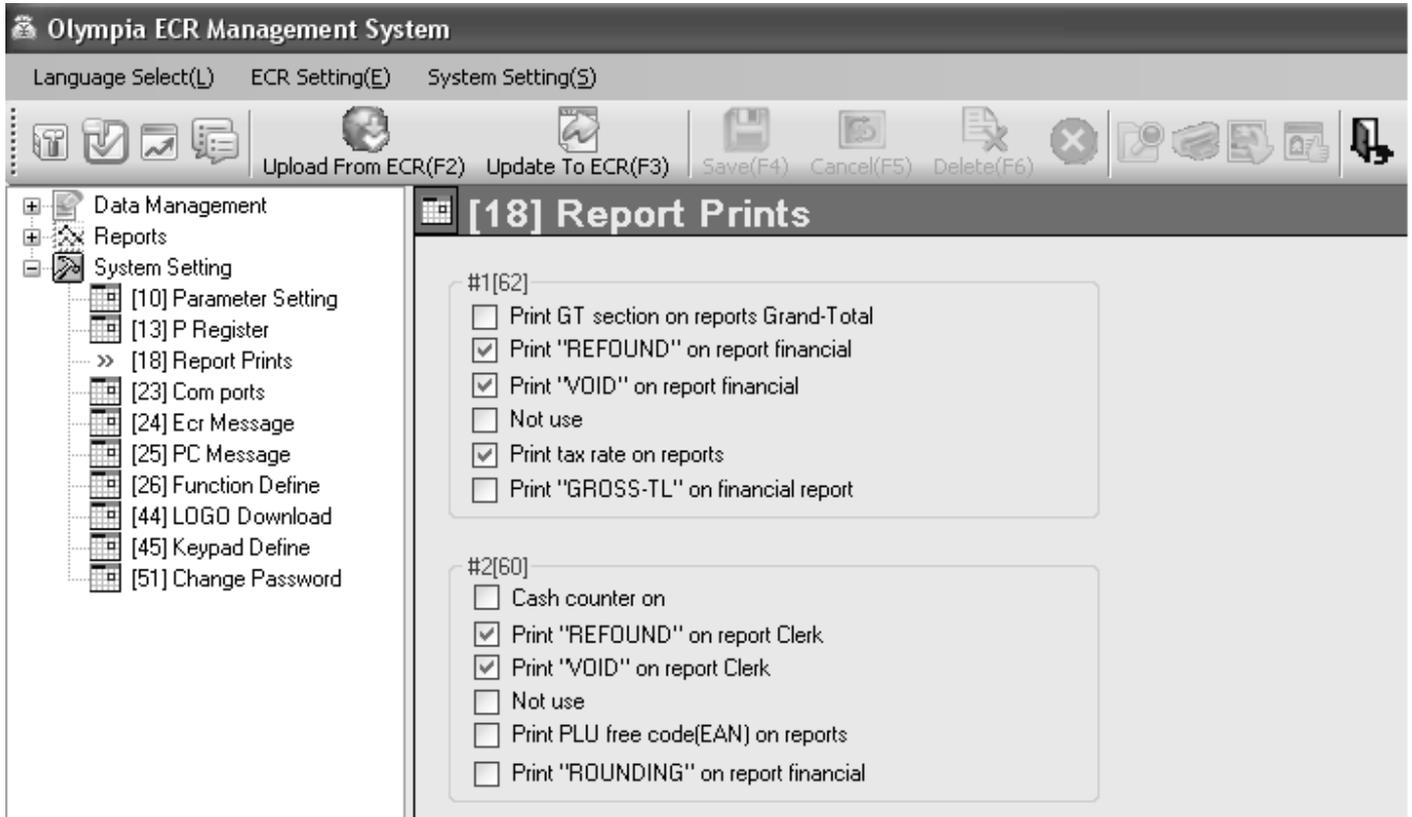
Fig. 23

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

Note: You can alter all the system texts (see Fig. 23) in the PC programme using the options **(24)**, **(25)** and **(26)** in the **System Setting**.

6.19 Programming clerk PLUs

A maximum of 60 clerk PLUs can be programmed.

Clerk PLUs are PLUs which have already been programmed (see Chapter 6.5) whose sale/revenue is automatically saved in the system for all clerks and printed later in a X/Z clerk PLU report when the PLU has been defined as a clerk PLU beforehand. This provides a quick view as to which clerks have sold more or less of an item compared to other clerks.

Example: PLU no. 22 should be defined as a clerk PLU. This programming should be assigned to memory location 3.
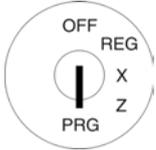
		Input	Display
1.	Set the key to PRG.		
2.	Select **programme number 20** (see Chapter 6.1.2).		CLERK –PLU 1 0
3.	Press the CASH key to confirm the selection.	2 0 CASH	[ ]PLU
	The first clerk appears in the display.		
4.	If necessary, use the CASH key to select the required memory location (1 to 60).	2x CASH	CLERK –PLU 3 0 [ ]PLU
5.	Use the ▲ and ▼ keys to move to the **[ ] PLU** input area.	▲ ▼	[ ]PLU
6.	Use the numeric keyboard to enter the PLU number, e.g. 22.	2 2	[22]PLU
7.	Press the CASH key to confirm the input.	CASH	[22]PLU
8.	Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
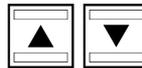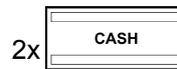
6.20 Programming the RS 232 port

The cash register is equipped with 5 ports on the rear side with which to connect periphery devices (see Chapter 1).

The RS 232 serial port on the cash register serves to connect a kitchen printer or a set of scales.

6.20.1 Programmable contents and their status numbers

Status number 1	
Device for connection	**Status code 1**
Kitchen printer, 58 mm (Epson)	1
Kitchen printer Olympia TH 200 80mm (Epson)	2
Scales	3

Status number 2			
Baudrate	**Status code 1**	**Data length**	**Status code 2**
4800	0	7 bit	0
9600	1	8 bit	1
19200	2		
38400	3		

Status number 3			
Parity	**Status code 1**	**Stop bits**	**Status code 2**
None	0	1 stop bit	0
Odd	1	2 stop bits	1
Even	2		

6.20.2   Programming the RS 232 port

Example: The RS 232 port is set-up for the connection of the Olympia/SERD TH 200 kitchen printer with a baud rate of 19,200 baud, for a data length of 7 bit, no parity and with 2 stop bits: status number 1 = 2, status number 2 = 20, status number 3 = 01.
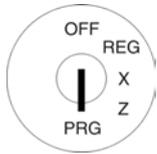
	Input	**Display**

1. Set the key to PRG.
2. Select **programme number 23** (see Chapter 6.1.2).
3. Press the ⌷CASH⌷ key to confirm the selection.

Input: 2 TUV 3 WXYZ CASH
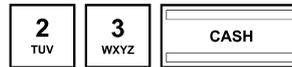
Display:
COM PORT	1- 1=
COM-PORTA	RS232
[0]	CONNECTION
[11]	BAUDR-DATALEN
[00]	PARITY-STOPB

Note: Press the ⌷CASH⌷ key to switch between 5 different ports. Only the RS 232 port, assigned to the first slot, can be programmed.

4. Use the ▲ and ▼ keys to move to the **[ ] CONNECTION** input area.
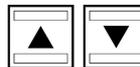
Input: ▲ ▼   Display: [0]   CONNECTION

5. Use the numeric keyboard to enter the 1-digit status number, e.g. 2.

Input: 2 TUV   Display: [2]   CONNECTION

6. Press the ⌷CASH⌷ key to confirm the input.

Input: CASH   Display: Save...!!   Please Continue...
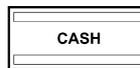
7. Use the ▲ and ▼ keys to move to the **[ ] BAUDR-DATALEN** input area.

Input: ▲ ▼   Display: [11]   BAUDR-DATALEN

8. Use the numeric keyboard to enter the 2-digit status number 2, e.g. 20.

Input: 2 TUV 0 „#   Display: [20]   BAUDR-DATALEN

9. Press the ⌷CASH⌷ key to confirm the input.
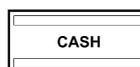
Input: CASH   Display: Save...!!   Please Continue...

10. Use the ▲ and ▼ keys to move to the **[ ] PARITIY-STOPB** input area.

Input: ▲ ▼   Display: [00]   PARITY-STOPB

11. Use the numeric keyboard to enter the 2-digit status number 3, e.g. 01.

Input: 0 „# 1 PQRS   Display: [01]   PARITY-STOPB

12. Press the ⌷CASH⌷ key to confirm the input.
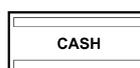
Input: CASH   Display: Save...!!   Please Continue...

13. Conclude programming by pressing the ⌷SUB-TOTAL⌷ key.

Input: SUB-TOTAL
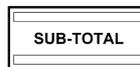
6.21 Programming tax rates

A maximum of 8 tax rates can be programmed.

Note: The VAT tax rates 1 and 2 are preprogrammed at the factory to 19% and 7%, respectively.

Tip: Leave one tax rate without a tax assigned. This serves for neutral sales, e.g for cigarettes when a clerk purchases a pack from a machine as a service for a guest.

Example: 19.6% should be programmed for tax rate 3.
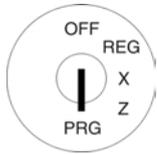
		Input	**Display**
1.	Set the key to PRG.		
2.	Select **programme number 30** (see Chapter 6.1.2).	[3 WXYZ] [0 „,#] [CASH]	TAX GROUP ⠀⠀1- 1= 19.00 ⠀⠀RATE%
3.	Press the [CASH] key to confirm the selection.		
4.	Change the tax rate memory location: Press the [CASH] key until the required memory location is displayed in the logo message line.	2x [CASH]	TAX GROUP ⠀⠀3- 1= 00.00 ⠀⠀RATE%
5.	Use the [▲] and [▼] keys to move to the **RATE%** input area.	[▲] [▼]	0.00 ⠀⠀RATE%
6.	Use the digit keys to enter the tax rate (with decimal point and decimal places).	[1 PQRS] [9 DEF] [. DEL] [6 MNO] [0 „,#]	19.60 ⠀⠀RATE%
7.	Press the [CASH] key to confirm the input.	[CASH]	Save...!! Please Continue...
8.	Conclude programming by pressing the [SUB-TOTAL] key.	[SUB-TOTAL]	
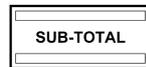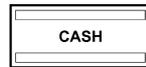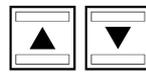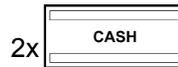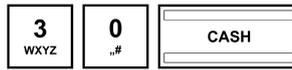
Important note: Assigning tax rates to the PLUs

The tax rate is assigned to the PLUs/departments when programming the departments. The tax totals can only be calculated and printed on the receipt when the tax rate is actually assigned to the departments.

6.21.1 Programming tax rates using the PC

In order to programme the tax rates using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

Fig. 24

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.22 Programming logo messages

The logo message, printed at the top of the receipt, can contain up to 8 lines and a maximum of 32 characters per line. Four logo lines are already pre-programmed.

Note:

- If you do not want to print a logo message, you can delete the pre-programmed logo message lines.
- The way to enter texts is described in Chapter 6.2.
- Text lines which are not programmed are not printed.
- Only 20 characters of a line can be shown in the display. However, a line on the receipt may contain up to 32 characters! The display inserts a line feed in the text after 20 characters and displays the last 12 characters of the logo message in a second line.

Note: Only 4 logo message lines can be programmed directly using the cash register. All 8 logo message lines can be programmed using the PC programme.

Example: A logo should be programmed containing the text "********* WELCOME *********". The remaining pre-programmed lines should be deleted.
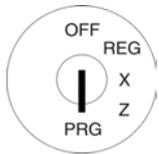
	Input	Display
1. Set the key to PRG.	**Input**	**Display**
2. Select **programme number 31** (see Chapter 6.1.2).		LOGO MESSAGE -1=
3. Press the CASH key to confirm the selection.	**3** WXYZ **1** PQRS CASH	******************************** OLYMPIA CM940 45525 Hattingen ********************************
The programmed logo message appears in the display. The first logo line is already selected.		
4. Press the CASH key to open the first logo message line for programming the text.	CASH	******************** * * * * * * * * * * * *
Note: Only 20 characters can appear as a line in the display at one time but 32 characters are possible on the receipt.		
5. Delete the existing logo message by pressing the CLR key.	CLR	
6. Enter the new logo message.	Procedure refer to Chapter 6.2	********* WELCOME *********
7. Press the CASH key to save the input.	CASH	********* WELCOME *********
8. Use the ▲ and ▼ keys to move to the next logo line.	▲ ▼	
9. Continue programming the text as described.	CLR etc.	
10. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
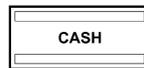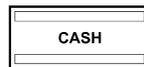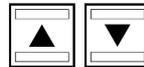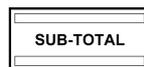
6.22.1 Programming logo messages using the PC

In order to programme logo message lines using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

Fig. 25

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.23 Programming AD messages

The added, AD message, printed at the bottom of the receipt, can contain up to 8 lines and a maximum of 32 characters per line.

Three end lines are already pre-programmed.

Note:

- If you do not want to print an end message, you can delete the pre-programmed message lines.
- The way to enter texts is described in Chapter 6.2.
- Text lines which are not programmed are not printed.
- Only 20 characters of a line can be shown in the display. However, a line on the receipt may contain up to 32 characters! The display inserts a line feed in the text after 20 characters and displays the last 12 characters of the AD message in a second line.

Note: Only 4 message lines can be programmed directly using the cash register. All 8 message lines can be programmed using the PC programme.

Programming AD message lines is completed in the same way as for logo message lines (see Chapter 6.22). The only difference is that program number 32 must be selected in the program menu.

		Input	**Display**
	1. Set the key to PRG.		
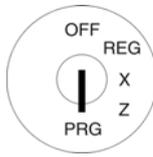
1. Set the key to PRG.
2. Select **programme number 32** (see Chapter 6.1.2).
3. Press the CASH key to confirm the selection.

The programmed AD message appears in the display. The first message line is already selected.

For further procedure, see Chapter 6.22.

Input: 3 WXYZ   2 TUV   CASH

Display:

```
=AD MESSAGE           -0 1
********************************
    THANK    YOU
********************************
```

6.23.1 Programming the AD message using the PC

The procedure for programming AD messages using the PC, see Chapter 6.22.1.

6.24 Programming additional (cooking) messages

Cooking messages relate to additional information for the kitchen, e.g., how a steak should be prepared: rare, medium, well-done etc. or whether a meal should be served with or without a side salad.

Up to 30 cooking messages can be programmed, each with a maximum of 18 characters.

Example: Cooking messages "rare", "medium" and "well done" should be assigned to memory locations 11 to 13.
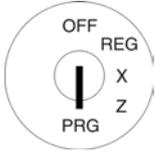
	Input	Display
1. Set the key to PRG		
2. Select **programme number 40** (see Chapter 6.1.2).	**4** GHI **0** „,# CASH	cooking msg 00 10 1
3. Press the CASH key to confirm the selection.		[ ]name
4. Use the CASH key to change memory locations for the cooking message.	10x CASH	cooking msg 00 10 1
		[ ]name
5. Use the ▲ and ▼ keys to move to the **[ ] Name** input area.	▲ ▼	[ ]name
6. Press the CASH key to confirm the input.	CASH	
7. Enter the cooking message.	Procedure refer to Chapter 6.2	
8. Press the CASH key to confirm the input.	CASH	
9. Use the CASH key to change memory locations for the next cooking message.	CASH	cooking msg 00 20 1
		[ ]name
10. Repeat steps 5 to 9 until you have programmed all the cooking messages required.		
11. End programming by pressing the SUB-TOTAL key.	SUB-TOTAL	

6.24.1 Programming cooking messages using the PC

In order to programme cooking messages using the PC programme,**OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
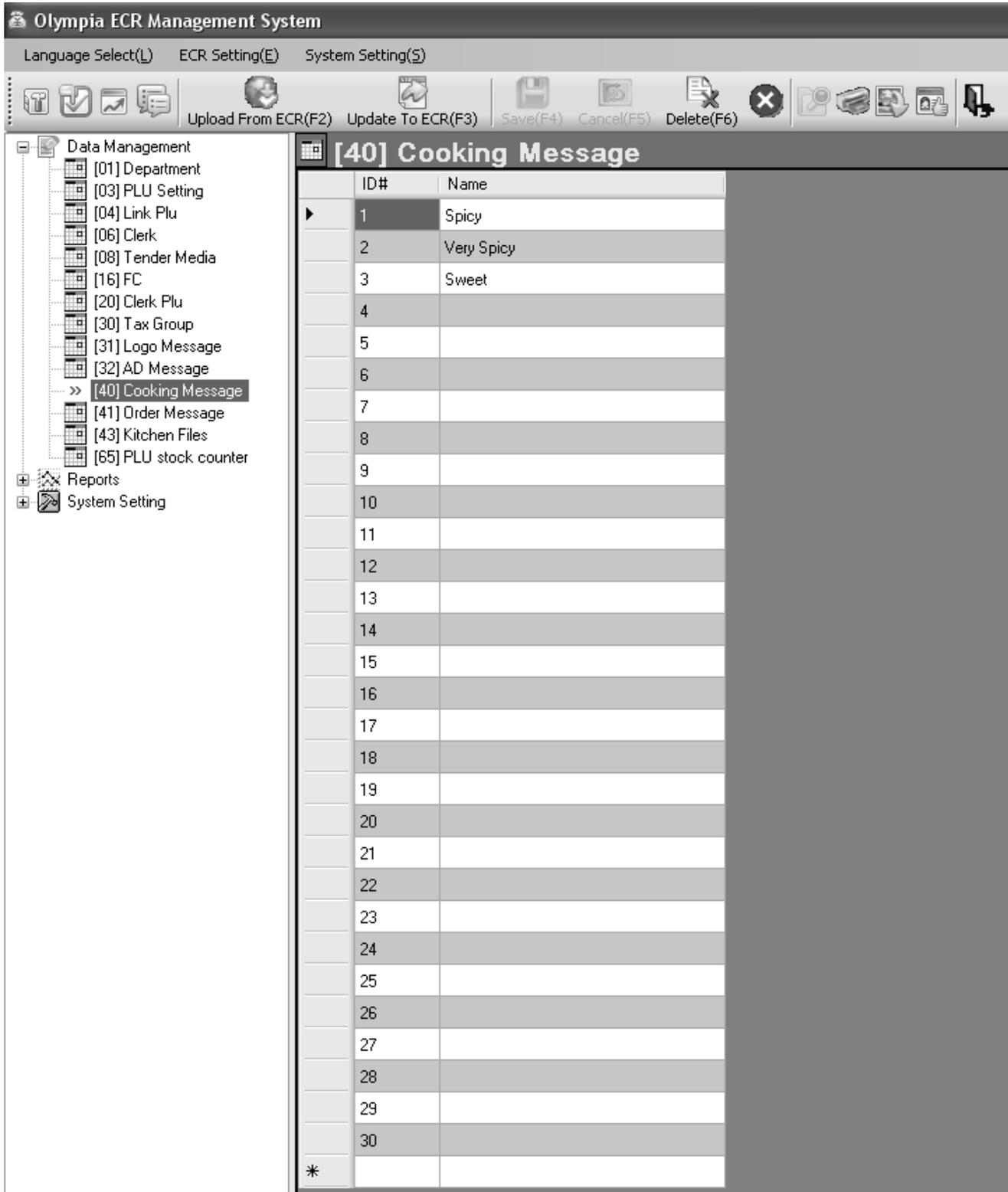
Fig. 26

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.25 Programming order messages

Note: Order receipts / order types are only available when the cash register is operated in its restaurant version (see Chapter 6.30).

Order types ensure that PLUs with the same order number are printed on the same order message (also see Chapter 6.5.1.8). This means that all orders from guests can be printed properly sorted and are transferred to the relevant section within the gastronomy (bar, kitchen, ice-cream parlour, cocktail bar, etc.). This ensures that no order is forgotten.

The order messages with different order numbers are printed in succession. Order message indicate the sections and appear at the top of the order messages.

Up to 9 order messages can be programmed, each with a maximum of 18 characters.

Example: The order message "food" should be programmed for memory location 5.
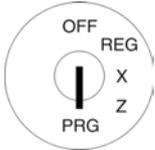
	Input	Display
1. Set the key to PRG.		
2. Select **programme number 41** (see Chapter 6.1.2).	**4** GHI **1** PQRS CASH	ORDER MESSAGE 1-01 [ ]name
3. Press the CASH key to confirm the selection.		
4. Use the CASH key to switch to the required memory location.	4x CASH	ORDER MESSAGE 5-01 [ ]name
5. Use the ▲ and ▼ keys to move to the **[ ] Name** input area.	▲ ▼	[ ]name
6. Press the CASH key to confirm the selection.	CASH	
7. Enter the required order message (max. 18 characters) (see Chapter 6.2).	Procedure refer to Chapter 6.2	Food
8. Press the CASH key to confirm the input.	CASH	[Food]name
9. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
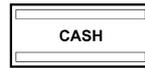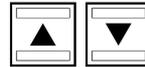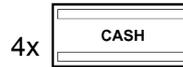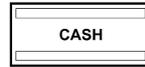
6.25.1 Programming order messages using the PC

In order to programme order messages using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
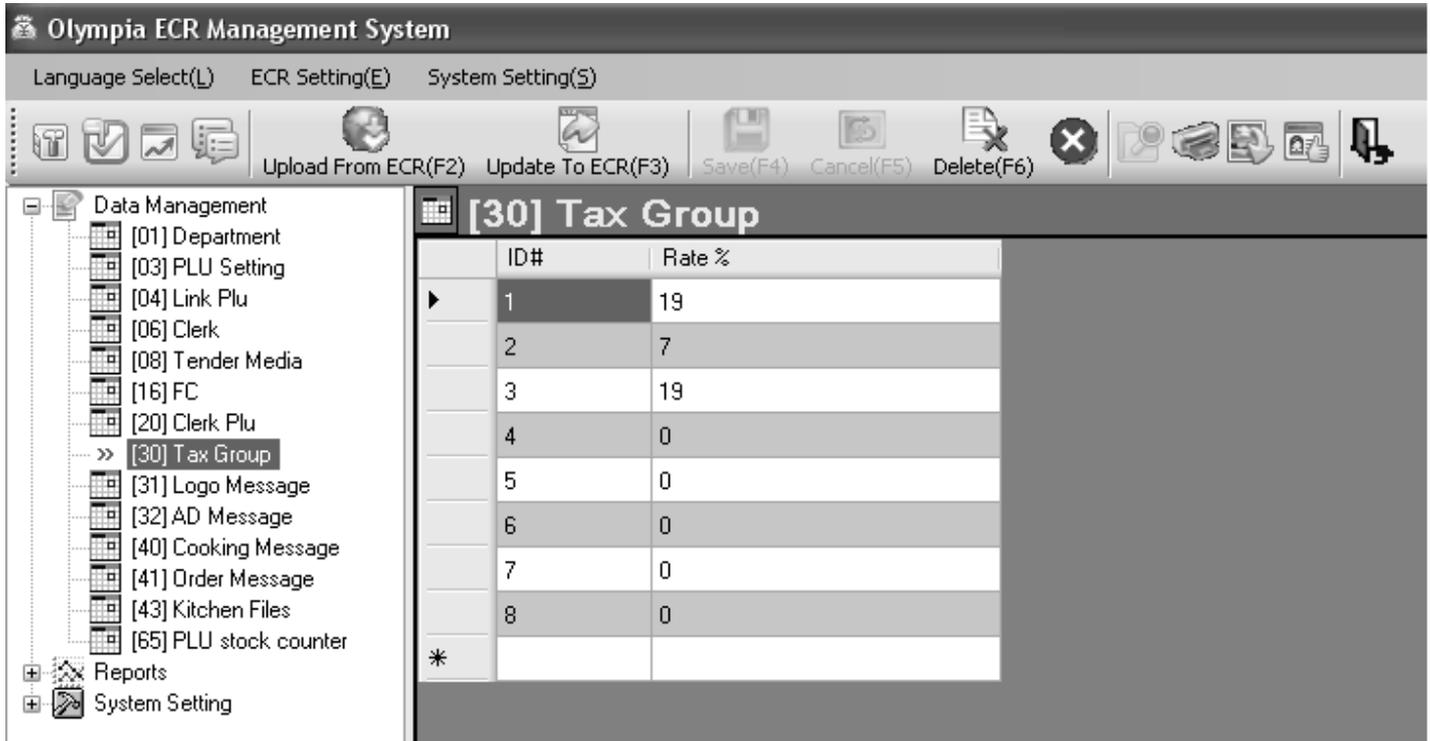

Fig. 27

**Important:** *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.26 Programming kitchen receipts

Orders can be transferred directly to the kitchen and printed on an external kitchen printer as kitchen receipts.

There are 8 different printout versions of kitchen receipts (see Chapter 6.5.1.8) which combine the printing of order receipts and single receipts and which are transferred to a kitchen printer. With regard to these 8 versions, the default setting is for the respective version number (KD#) to be printed at the top of the kitchen receipt.

A kitchen printer can be programmed instead of the version number, e.g. to specify the section within the kitchen in which the food was prepared (cold food, hot food, salads, etc.).

Up to 8 kitchen printer receipts can be programmed, each with a maximum of 18 characters.

Example: "Salads" should be programmed instead of KD#6.
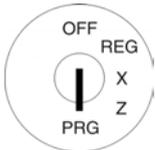
	Input	Display
1. Set the key to PRG.		
2. Select **programme number 43** (see Chapter 6.1.2).	**4** GHI **3** WXYZ CASH	KITCHENPRINTER 1- 1
3. Press the CASH key to confirm the selection.		[ ]name [ ] COM-PORT No.
4. Use the CASH key to select the required memory location (1 to 8).	5x CASH	KITCHENPRINTER 6- 1 [ ]name [ ] COM-PORT No.
5. Use the ▲ and ▼ keys to move to the **[ ] Name** input area.	▲ ▼	[ ]name
6. Press the CASH key to confirm the selection.	CASH	
7. Enter the required kitchen receipt message (max. 18 characters) (see Chapter 6.2).	Procedure, see Chapter 6.2	Salads
8. Press the CASH key to confirm the input.	CASH	[Salads]name
Note: The **[ ] COM-PORT No.** area is reserved and cannot be programmed with this cash register model.		
9. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	

6.27   Selecting a graphical logo

You can print a graphical logo above the logo message on a receipt.

There are 23 images available for selection, see Fig. 4:

Fig. 28
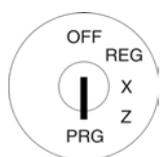
	Input	Display
1. Set the key to PRG.		
2. Select **programme number 44** (see Chapter 6.1.2).	4 GHI 4 GHI CASH	GRAPHIC LOGO - 1= [0] NO.
3. Press the CASH key to confirm the selection.		
4. Enter the number of the graphical logo you want to print in the **[ ] No.** input area, e.g. 17.	1 PQRS 7 @	[17] NO.
5. Press the CASH key to confirm the input.	CASH	Save...!! Please Continue...
6. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
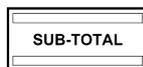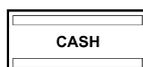
Note: In its default setting, the input area contains a zero, i.e., no graphical logo is printed.

6.27.1   Programming a graphical logo using the PC

In order to programme a graphic logo using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
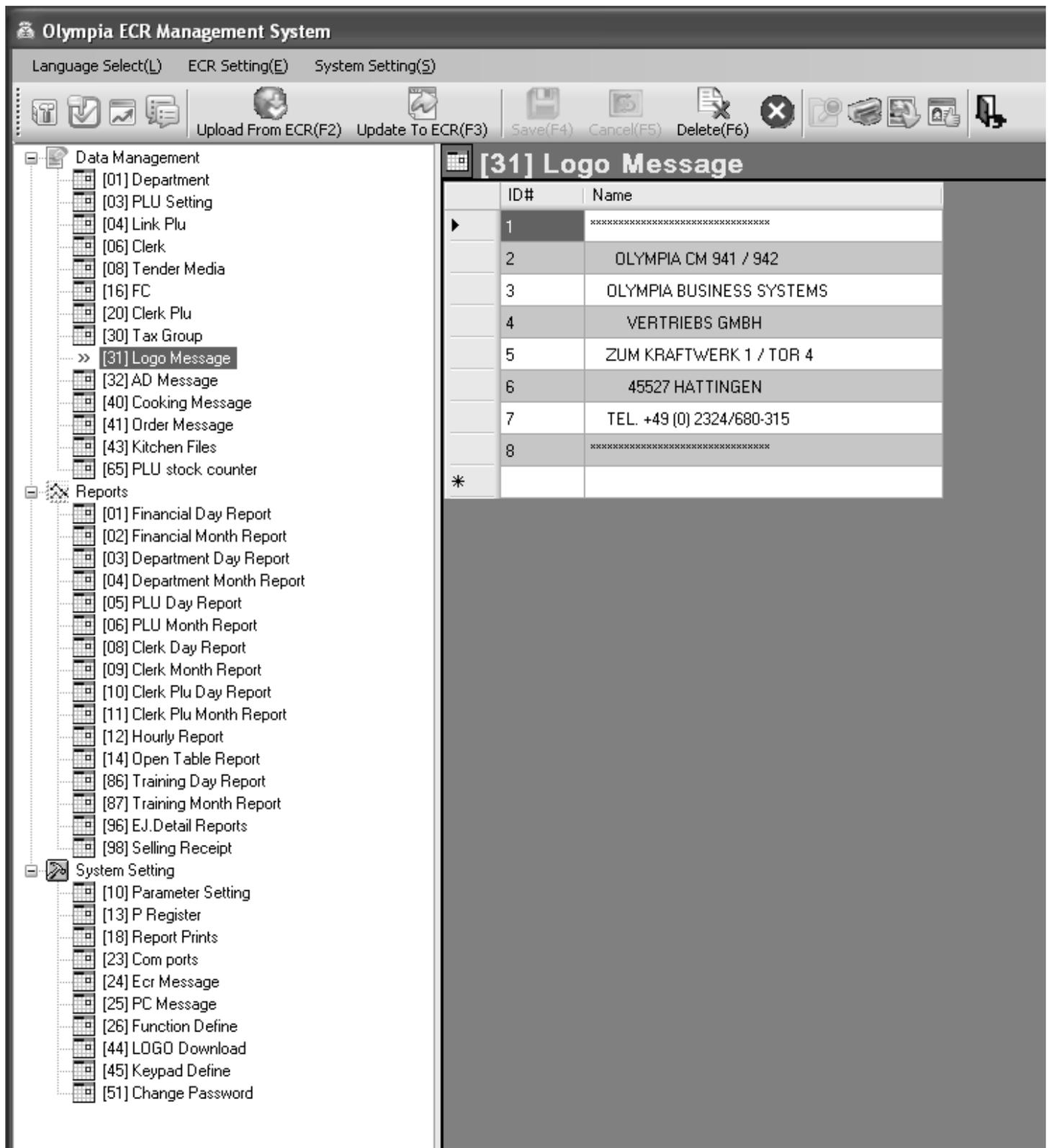

Fig. 29

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.28 Programming the keyboard

You can reprogramme the keyboard according to your wants and needs.

The following keys can be programmed:

- Function keys
- Tender media keys (method of payment)
- Foreign currency keys
- DP keys
- PLU keys
- Clerk keys
- Cooking messages

6.28.1 Key codes

Each function has a 3-digit code number which identifies it uniquely. The code number is required for programming.

Code	Meaning	Code	Function	Code	Meaning
001* to 999*	PLU keys* 1 to 999	30	DP SHIFT	50	Table
		32	Change VAT	51	Keyboard shift
		34	Training	53	TRANSFER
10	0	300 to 329	Cooking messages 1 to 30	54	Separate
11	00 (Space)			55	Additional text
12	(Delete)			56	Ticket on/off
13	PLU	330 to 345	Clerk 1 to 16	57	Additional business receipt
14	FC1			58	Up
15	FC2			59	AB
16	-	45	Clerks	64	Print size
17	+	46	CASH	70	Card
18	VOID	47	SUB-TOTAL	71	Credit 1
19	EC	48	Clear	72	Credit 2
20	RETOUR	401 to 499	Departments 1 to 99	73	Cheque
21	X			83	50.00
22	Price 1 / Open price			84	20.00
23	Price 2			85	10.00
24	RA / -%			86	5.00
25	PO / +%				
26	New Price				
27	Tax 1				
28	Tax 2				
29	Non-taxable				

* The programming process is slightly different from the other keys, see Chapter 6.28.2, Step 4.

6.28.2   Programming the keys

Example: The "Training" function (code number 34) should be assigned to the key currently assigned the "Print Size" function (code number 64).

	Input	Display
1. Set the key to PRG.		
2. Select **programme number 45** (see Chapter 6.1.2).		=KEY-FUNCTION 1=
3. Press the CASH key to confirm the selection.	**4** GHI **5** JKL CASH	[0] VALUE CODE [0] KEY BE ASSIGNED INIT DEFAULT KEYBD.
If you want to programme a PLU key:		=KEY-PLU 1=
4. Press the CASH key again.	CASH	[0] VALUE CODE [0] KEY BE ASSIGNED
Note: Press the CASH key to toggle between the programming of function and PLU keys.		INIT DEFAULT KEYBD.
5. Use the ▲ and ▼ keys to move to the **[ ] VALUE CODE** input area.	▲ ▼	[0] VALUE CODE
6. Use the digit keys to enter the code number of the required function, e.g. 34 (Training).	**3** WXYZ **4** GHI	[34] VALUE CODE
7. Press the CASH key to confirm the input. The display switches to the next input area, **[ ] KEY BE ASSIGNED**.	CASH	[0] KEY BE ASSIGNED
8. Press the CASH key.	CASH	Pls Input Redefine Key
9. Now press the key to be assigned the new function. The display shows: The **[ ] KEY BE ASSIGNED** field displays the internal key code to which the function has been assigned.		Save...!! Please Continue... [34] VALUE CODE [391] KEY BE ASSIGNED
10. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
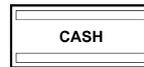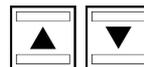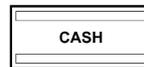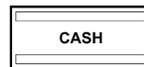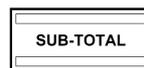
Note: Please create a suitable key label for the reprogrammed key so that other clerks clearly know what function is assigned to the key!

25

6.28.3 Resetting the cash register to its default settings
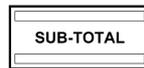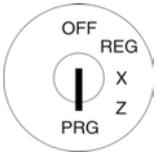
		Input	**Display**

1. Set the key to PRG.
2. Select **programme number 45** (see Chapter 6.1.2).
3. Press the ⌷CASH⌷ key to confirm the selection.

Input: **4** GHI **5** JKL CASH

Display:
```
=KEY-FUNCTION        1=
[  0]          VALUE CODE
[  0]     KEY BE ASSIGNED

INIT DEFAULT KEYBD.
```

4. Use the ▲ and ▼ keys to move to the **INIT DEFAULT KEYBD.** field.

Input: ▲ ▼

Display: INIT DEFAULT KEYBD.

5. Save the programmed data by pressing the ⌷CASH⌷ key.

Input: CASH

Display: Save...!!
Please Continue...

6. Conclude programming by pressing the ⌷SUB-TOTAL⌷ key.

Input: SUB-TOTAL
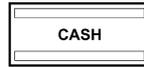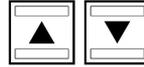
6.28.4 Programming the keyboard assignment using the PC

6.28.4.1 Programming a raised keyboard assignment using the PC

In order to programme the raised keyboard using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.

Fig. 30

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.28.4.2 Programming the flat keyboard assignment using the PC

In order to programme the flat keyboard using the PC programme, **OLYMPIA ECR System** provides the following input mask. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
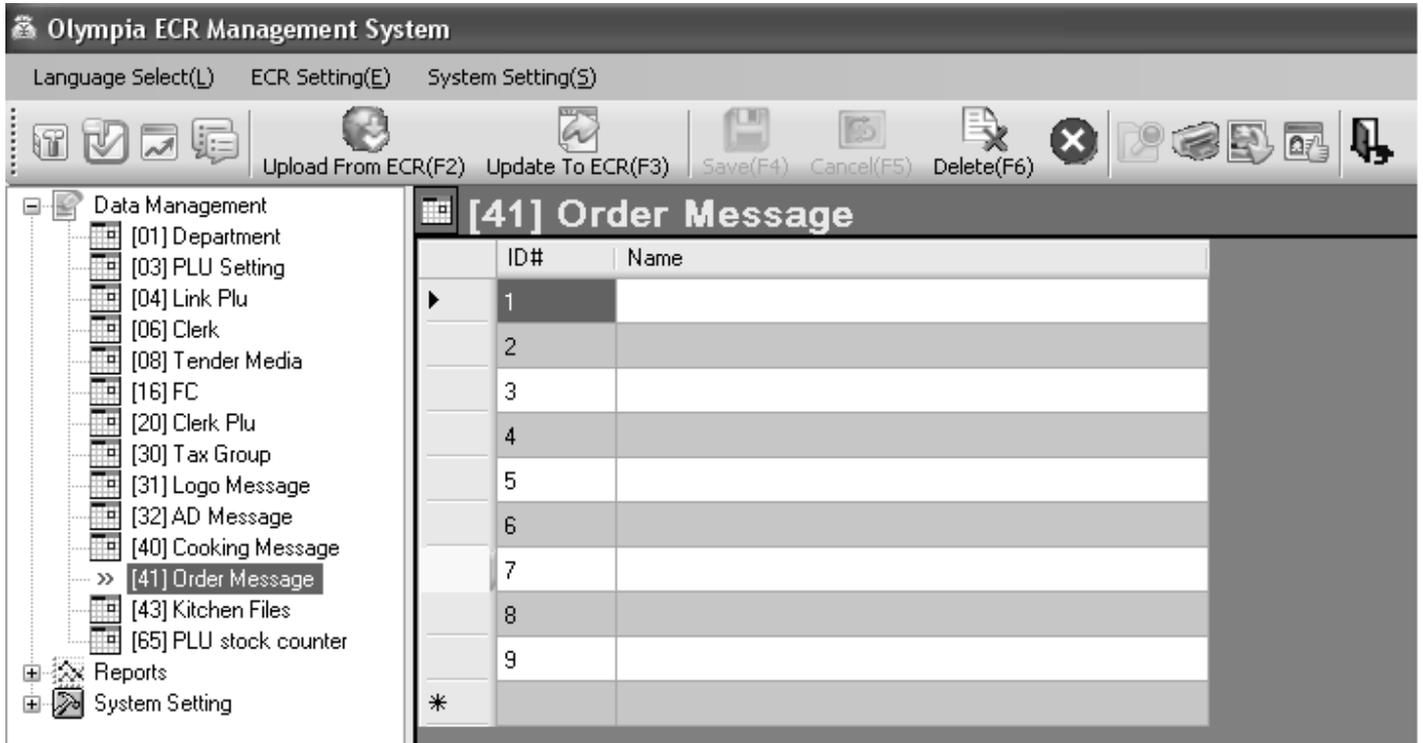

Fig. 31

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.29   Programming Dallas keys

Dallas keys are so called unicums which operate using a 12-character code. There is only one copy of each Dallas key. In this way, Dallas keys simultaneously offer a great deal of security and ease of operation.

Note: To install the Dallas lock, see Chapter 14.6.

Example: A Dallas key should be programmed for clerk no. 2.
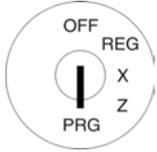
	Input	**Display**
1. Set the key to PRG.		
2. Select **programme number 46** (see Chapter 6.1.2).		DALLAS KEY 1- 1
3. Press the ⌷CASH⌷ key to confirm the selection.	**4** GHI **6** MNO CASH	[1] CLERK NO. DALLASCODE: [FFFFFFFFFFFF]
4. Press the ⌷CASH⌷ key to move to the Dallas key memory location (1 to 16).	CASH	DALLAS KEY 2- 1 [2] CLERK NO. DALLASCODE: [FFFFFFFFFFFF]
5. Use the ⌷▲⌷ and ⌷▼⌷ keys to move to the **[FFFFFFFFFFFF]** input area.	▲ ▼	[FFFFFFFFFFFF]
6. Hold the Dallas key on the Dallas lock.		
7. Press the ⌷CASH⌷ key to confirm the input. The 12-character code is read in (e.g.: A1B2C3D4E5F6).	CASH	[A1B2C3D4E5F6]
8. Conclude programming by pressing the ⌷SUB-TOTAL⌋ key.	SUB-TOTAL	

6.30 Defining the ECR type

The cash register can operate in different three modes according to the type of business in which it is operated:

ECR type	Feature / Speciality	Type number
Hairdresser's version	Several clerks (users) can be compiled in one bill	0
Baker's version	Several clerks (users) can operate the cash register simultaneously	1
Restaurant version	Table system can be activated	2

Example: The cash register should be operated in its restaurant version.
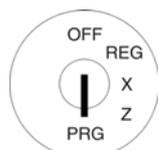
		Input	Display
	1. Set the key to PRG.		
	2. Select **programme number 47** (see Chapter 6.1.2).	**4** GHI **7** @ CASH	=ECR TYPE - 1= [0]
	3. Press the CASH key to confirm the selection.		
	4. Enter the type number using the digit keys.	**2** TUV	[2]
	5. Save the programmed data by pressing the CASH key.	CASH	Save...!! Please Continue...
	6. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
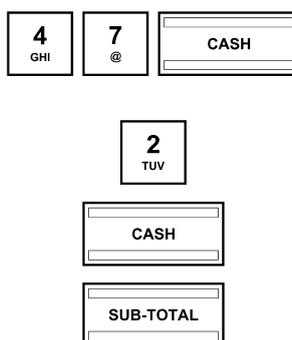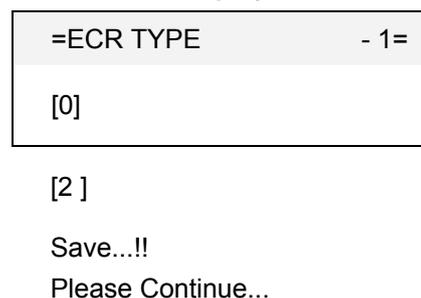
6.30.1 Programming the ECR type using the PC

In order to programme the ECR type using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
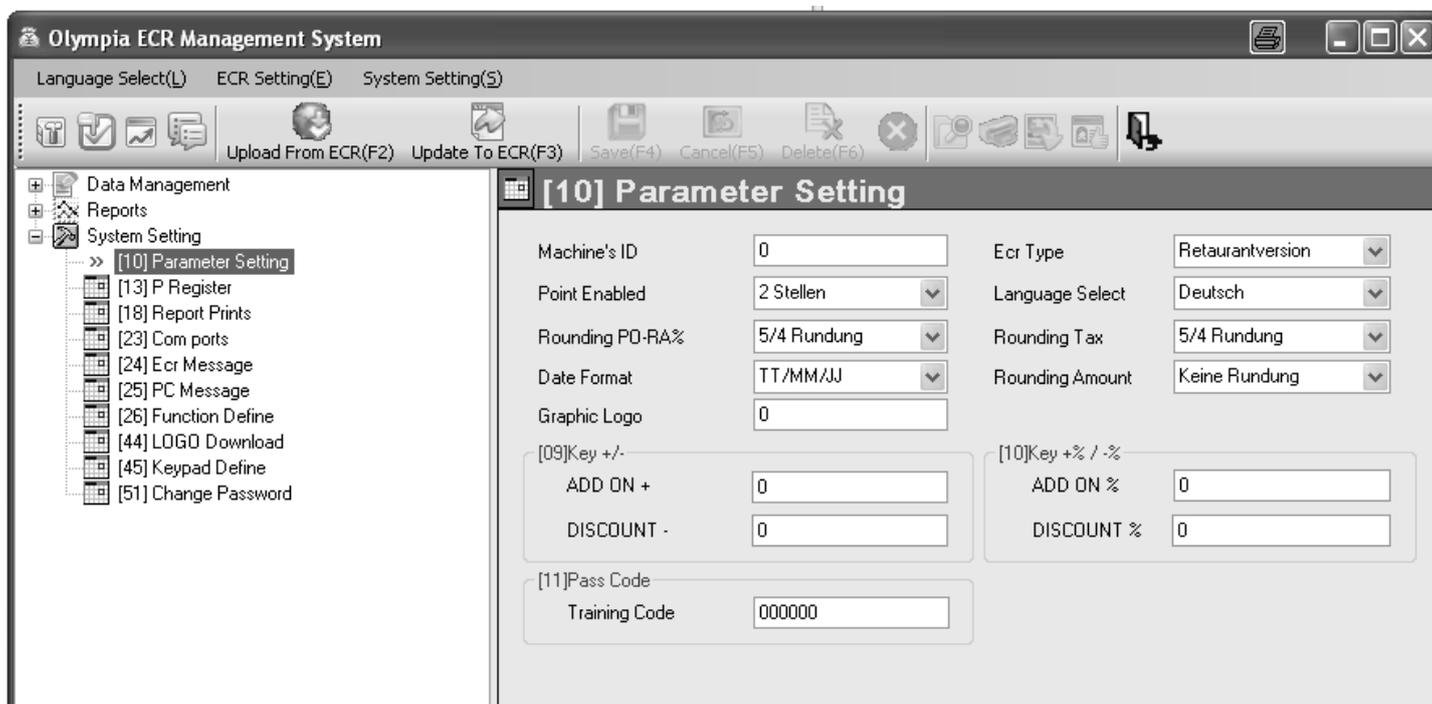
Fig. 32

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.31 Programming the decimal point / decimal places

You can define to how many decimal places the cash register should operate:

Appearance in display and receipt printout	No. of decimal places
1	0
1.0	1
1.00	2
1.000	3

Note: The default setting is two decimal places.

Example: The cash register should operate to three decimal places.
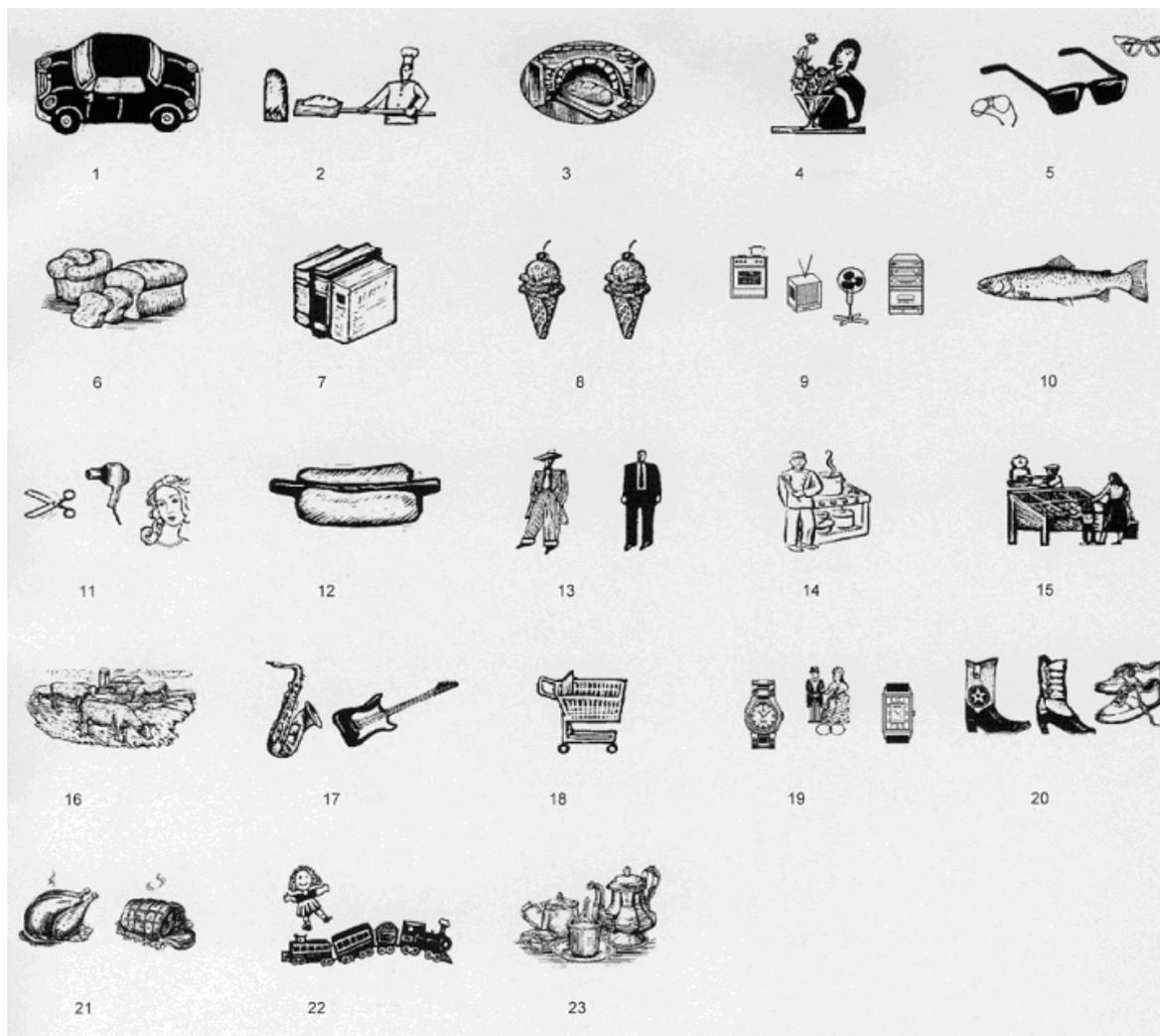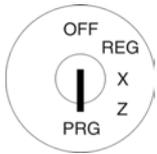
	Input	Display
1. Set the key to PRG.		
2. Select **programme number 48** (see Chapter 6.1.2).	**4** GHI **8** ABC CASH	=DECIMAL POINT - 1= [2]
3. Press the CASH key to confirm the selection.		
4. Enter the number of decimal places required using the digit keys.	**3** WXYZ	[3]
5. Save the programmed data by pressing the CASH key.	CASH	Save...!! Please Continue...
6. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
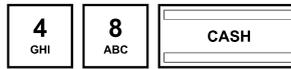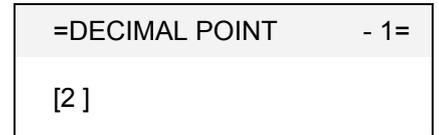
6.31.1 Programming the decimal places using the PC

In order to programme the number of decimal places using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
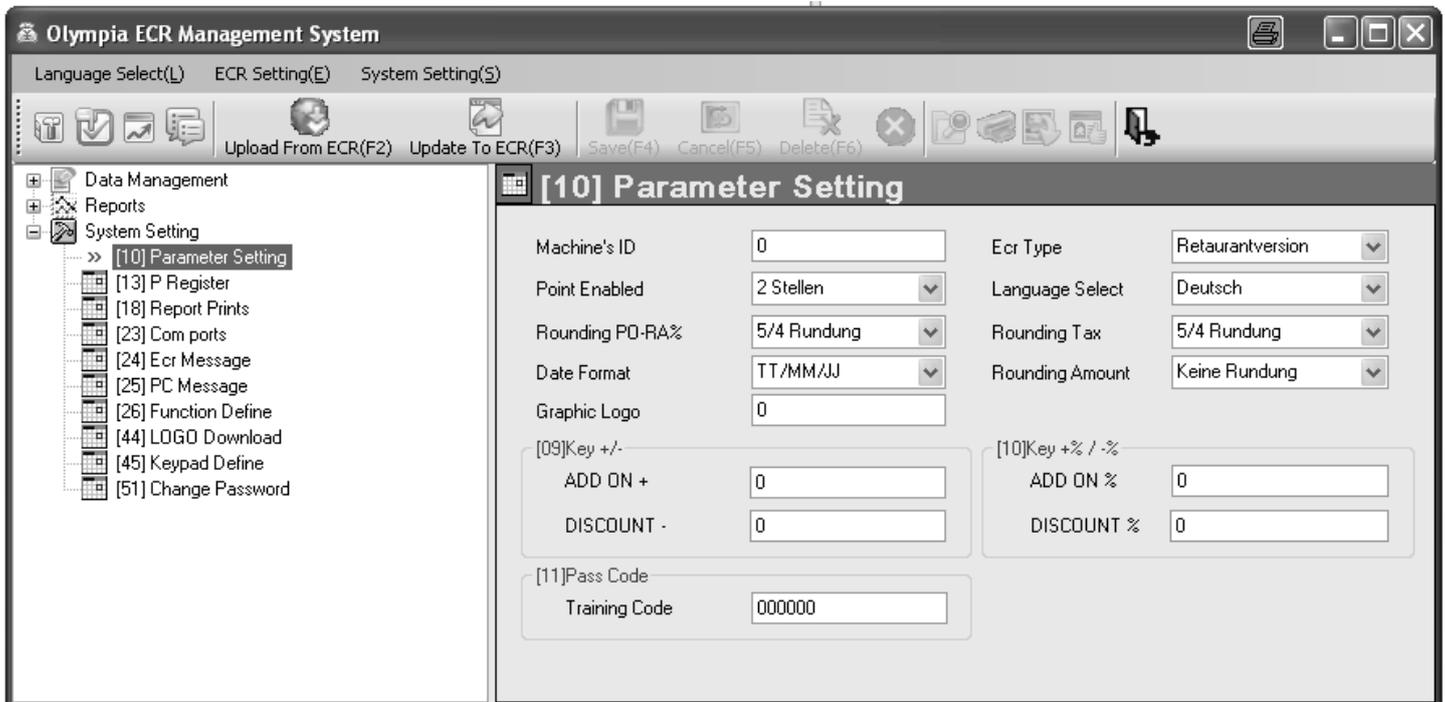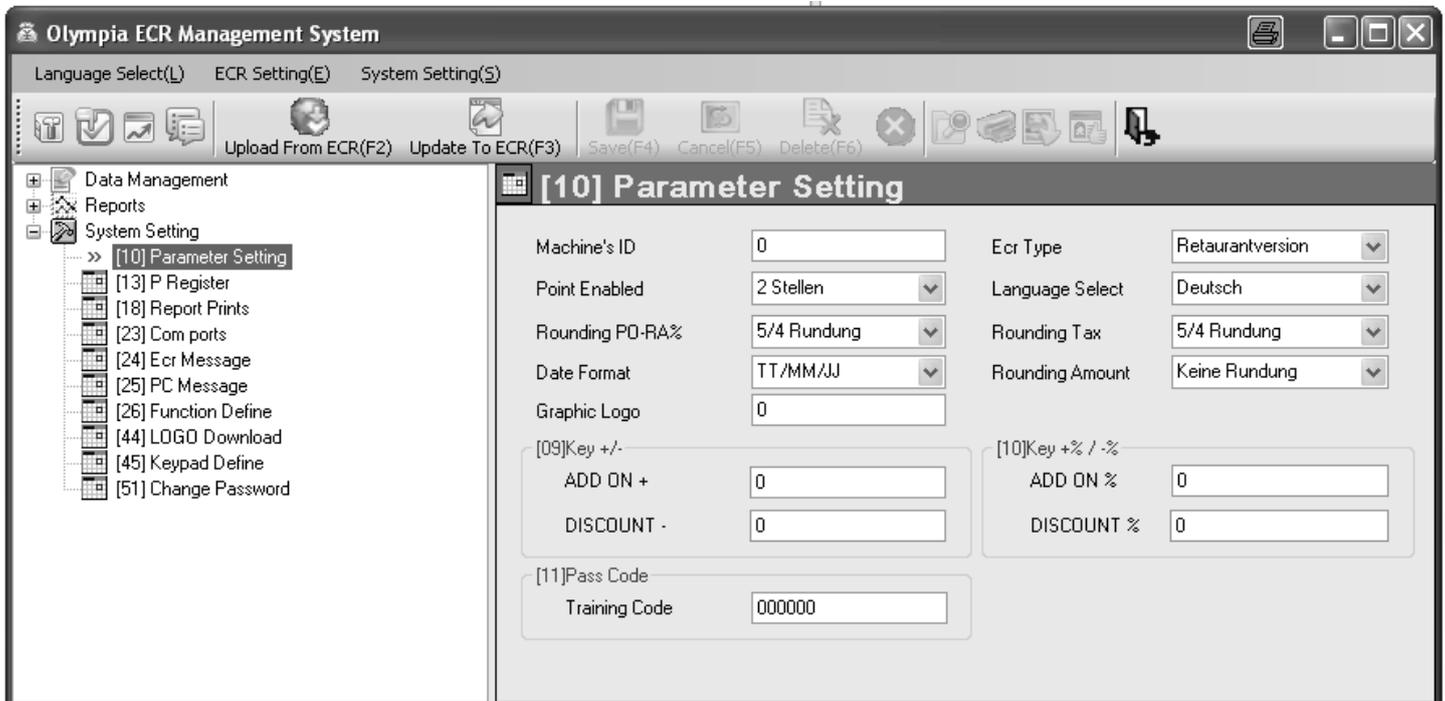

Fig. 33

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.32 Programming rounding

The cash register always rounds the totals after pressing the SUB-TOTAL and CASH keys.

6.32.1 Programming rounding for received on account/paid out and for calculating tax

You can define whether calculations for receiving on account / paying out and for tax should be rounded up or down after selecting the type of rounding required.

If no special European rounding methods are selected, the standard commercial 5/4 rounding is applied:

- If the first decimal place to be rounded is a 0, 1, 2, 3 or 4, the number is rounded down.
- If the first decimal place to be rounded is a 5, 6, 7, 8 or 9, the number is rounded up.

6.32.1.1 Programming rounding for receiving on account / paid out

Significance	Rounding code A
Always round down	0
Rounding (according to rounding method selected)	1
Always round up	2

Example: An amount received on account or paid out should always be rounded up.
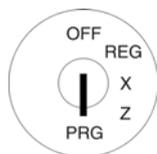
		Input	Display
1.	Set the key to PRG.		
2.	Select **programme number 50** (see Chapter 6.1.2).	**5** JKL **0** „# CASH	=ROUNDING PO-RA%- 1= [0]
3.	Press the CASH key to confirm the selection.		
4.	Enter the rounding code using the digit keys.	**2** TUV	[2]
5.	Save the programmed data by pressing the CASH key.	CASH	Save...!! Please Continue...
6.	Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
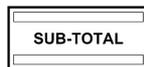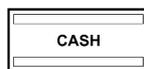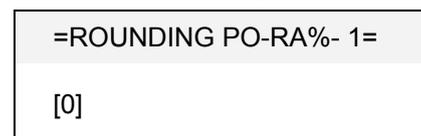
6.32.1.2 Programming rounding for tax calculation

Significance	Rounding code A
Always round down	0
Rounding (according to rounding method selected)	1
Always round up	2

Note: In its default setting, rounding is always set for calculating the tax.

Example: Amounts should always be rounded down following tax calculation.
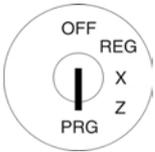
		Input	Display
	1. Set the key to PRG.		
	2. Select **programme number 51** (see Chapter 6.1.2).	**5** JKL **1** PQRS CASH	=ROUNDING TAX - 1= [1]
	3. Press the CASH key to confirm the selection.		
	4. Enter the rounding code using the digit keys.	**2** TUV	[2]
	5. Save the programmed data by pressing the CASH key.	CASH	Save...!! Please Continue...
	6. Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
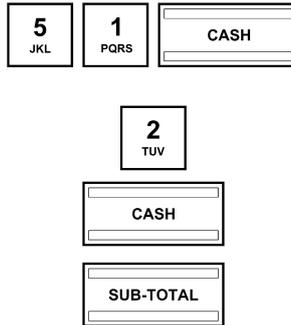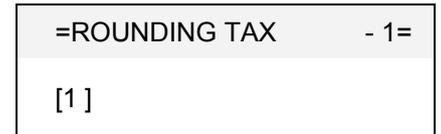
6.32.2   Defining the rounding method

The rounding method defines the method applied to round amounts when the amounts must be rounded to the programmed number of decimal places and rounding is required for amounts received/paid out and calculating tax (rounding code A = 1).

Rounding method (special European rounding)	Rounding code B
No special European rounding (commercial 5/4 rounding applies (see Chapter 6.32.1))	0
European rounding: Switzerland 0.01 – 0.02 = 0.00 0.03 – 0.07 = 0.05 0.08 – 0.09 = 0.10	1
Rounding 0.10	2
Rounding 0.20	3
European rounding: Sweden 0.00 – 0.24 = 0.00 0.25 – 0.74 = 0.50 0.75 – 0.99 = 1.00	4
European rounding: Denmark 0.00 – 0.12 = 0.00 0.13 – 0.37 = 0.25 0.38 – 0.62 = 0.50 0.63 – 0.87 = 0.75 0.88 – 0.99 = 1.00	5

Example: The Swedish European rounding should be used.
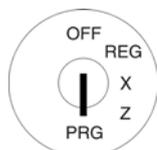
		Input	Display
1.	Set the key to PRG		
2.	Select **programme number 53** (see Chapter 6.1.2).	5 JKL 3 WXYZ CASH	=ROUNDING AMOUNT- 1= [1]
3.	Press the CASH key to confirm the selection.		
4.	Enter the rounding code B using the digit keys.	4 GHI	[4]
5.	Press the CASH key to confirm the input.	CASH	
6.	Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
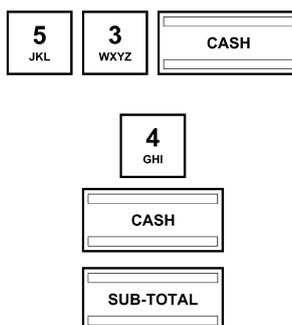
6.32.3 Programming rounding using the PC

In order to programme the rounding using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
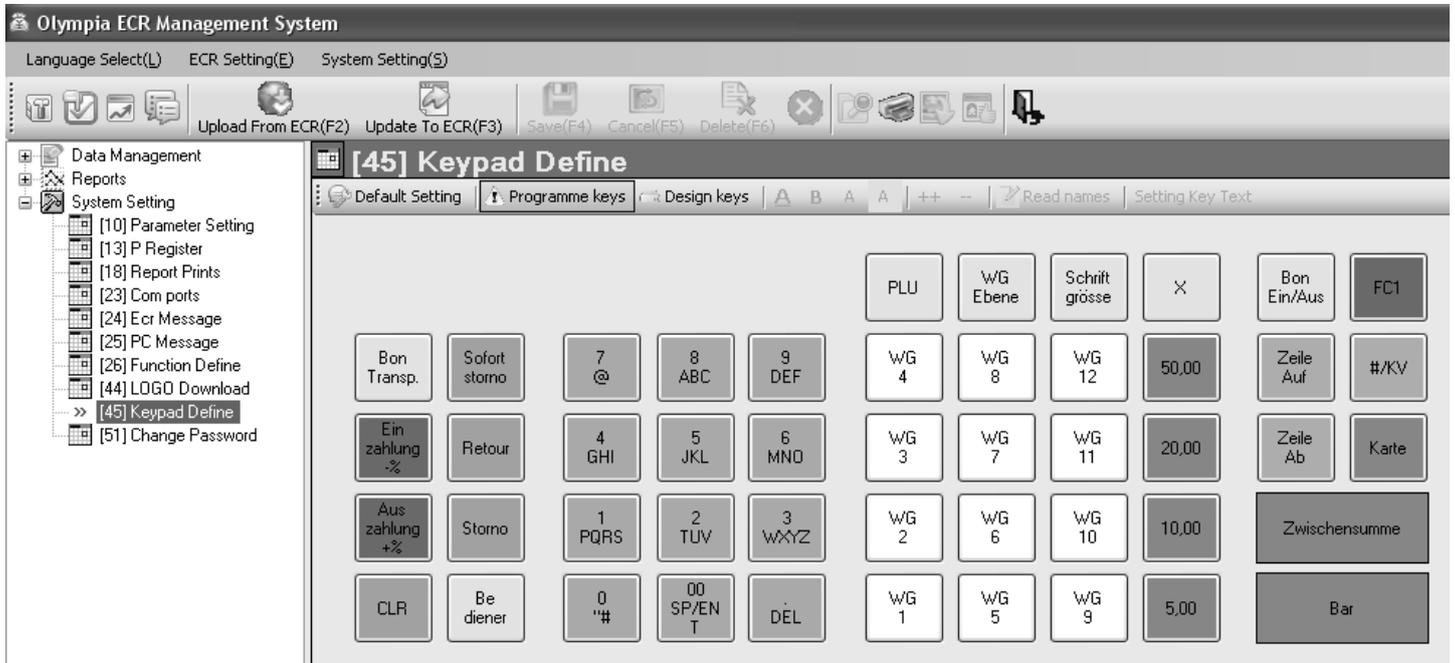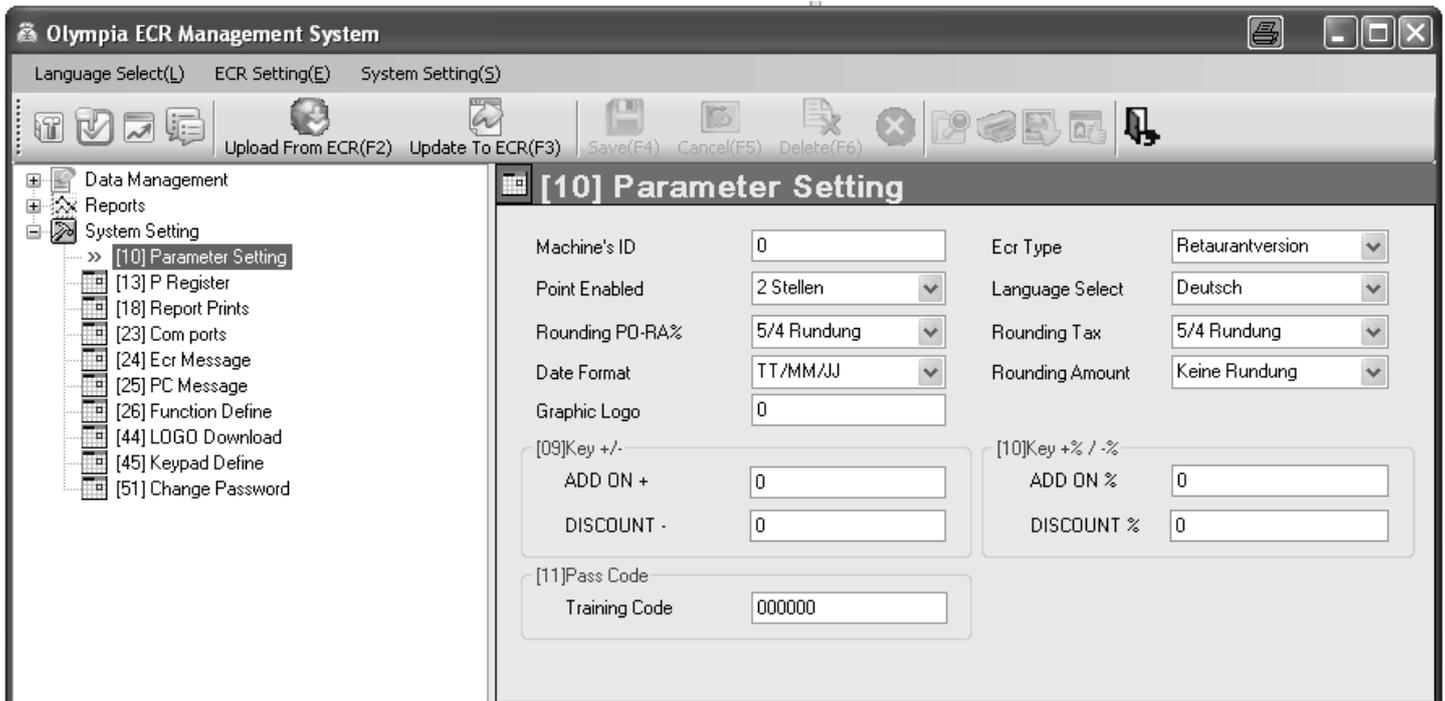

Fig. 34

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

6.33   Programming the date format

You can define how the date should be printed:

Date format	Code
Month / Day / Year (MM / DD / YYYY)	0
Day / Month / Year (DD /MM / YYYY)	1
Year / Month / Day (YYYY / MM / DD)	2

Note: The date is set to Month / Day / Year in its default state.

Note: For programming the date format, see Chapter 6.16.

Example: The date should be printed in the format Year / Month / Day.

	Input	Display
1. Set the key to PRG.		
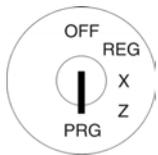
1. Set the key to PRG.
2. Select **programme number 52** (see Chapter 6.1.2).
3. Press the CASH key to confirm the selection.

Input: 5 JKL   2 TUV   CASH

Display:
=DATE FORMAT   - 1=

[0]

4. Enter the code for the date format using the numeric keys.

Input: 2 TUV

Display: [2]

5. Press the CASH key to confirm the input.

Input: CASH

Display:
Save...!!
Please Continue...

6. Conclude programming by pressing the SUB-TOTAL key.

Input: SUB-TOTAL
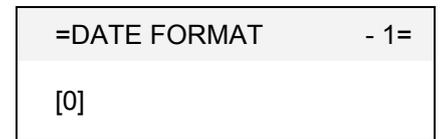
6.33.1 Programming the date format using the PC

In order to programme the date format using the PC programme, **OLYMPIA ECR System** provides the following input mask. It is used to programme various parameter settings. They way to use the mask is described in Chapter 5, in detail in Chapter 5.5.
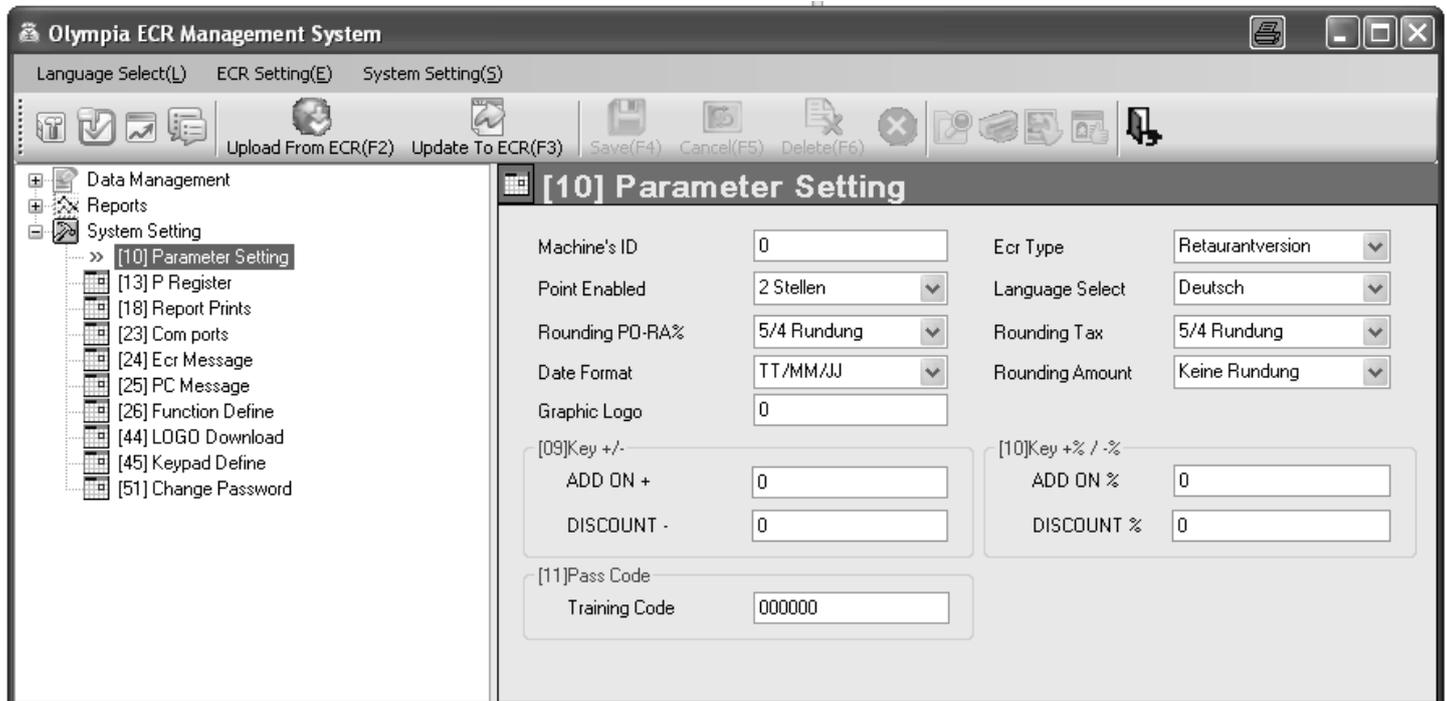

Fig. 35

Important: *** After data has been transferred to the cash register, the software requires it is switched off briefly! ***

7 Operation

The cash register must be set to Registration mode, REG, in order to operate it.

Set the key to REG

Display

17-06-2011

0.00
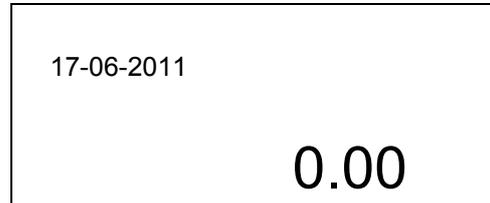
Note:

The following applies for the following subsections:

- the cash register is always programmed to 2 decimal places (default setting) and
- the input examples normally depict keys on a raised keyboard (for corresponding keys on the flat keyboard, see Chapter 4.3).

7.1 Clearing error messages

In the case of input errors or exceeding limit values, the cash register indicates an error status: An acoustic signal is issued and an "E" (Error) appears in the display. Press the CLR key to clear the error message.

7.2   Registering departments

Note: Do not enter a decimal point when entering a price; the cash register automatically enters the decimal point according to the setting defined (refer to Chapter 6.31).

Note: If you have programmed two fixed prices for departments (see Chapter 6.4) which you also want to register, you must program the two keys PRICE1 and PRICE 2 on the keyboard (see Chapter 4.3.2 and 6.28)! Subsequently, press the PRICE 1 or PRICE 2 key before registering the item in order to define which fixed price you want to register.
Important: This assignment remains for the duration of a registration process until you press the PRICE 1 and PRICE 2 keys to indicate a new assignment!

7.2.1   Registering a DP once using fixed price 1

Important information

- A fixed price must have been programmed for price 1 (refer to Chapter 6.4).
- If two fixed prices have been programmed (refer to Chapter 6.4), the cash register always operates with fixed price 1.
- If you press the PRICE 2 key, the cash register operates using fixed price 2 for the duration of the registration until you press the PRICE 1 key to reactivate fixed price 1.
- After concluding a registration process, price 1 is automatically reactivated!

7.2.1.1   Items were previously registered using price 1

Example: Department 1 should be registered with price 1.
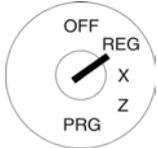
1.   Set the key to REG
2.   Press the relevant department key.

Input

| 1/13/25 |

7.2.1.2   Items were previously registered using price 2

Example: Department 1 should be registered with price 1.

1.   Set the key to REG
2.   Press the PRICE 1 key.
3.   Press the relevant department key.

Input

PRICE 1 | 1/13/25 |

7.2.2 Registering a DP once using fixed price 2

- A fixed price must have been programmed for price 2 (refer to Chapter 6.4).
- If two fixed prices have been programmed (refer to Chapter 6.4), the cash register operates with fixed price 1 by default.
- If you press the PRICE 2 key, the cash register operates using fixed price 2 for the duration of the registration until you press the PRICE 1 key to reactivate fixed price 1.
- After concluding a registration process, price 1 is automatically reactivated!

7.2.2.1 Items were previously registered using price 2

Example: Department 1 should be registered with price 2.

1. Set the key to REG	**Input**
2. Press the relevant department key.	1/13/25

7.2.2.2 Items were previously registered using price 1

Example: Department 1 should be registered with price 2.
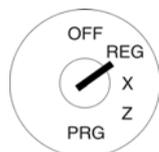
1. Set the key to REG	**Input**
2. Press the PRICE 2 key.	
3. Press the relevant department key.	PRICE 2 1/13/25
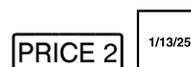
7.2.3 Registering a DP once without a fixed price

Example: 100.50 EUR should be registered to Department 1.

1. Set the key to REG	**Input**
2. Enter the price (without decimal point, with decimal places).	1 PQRS 0 „# 0 „# 5 JKL 0 „# 1/13/25
3. Press the relevant department key.	

7.2.4 Multiple DP registration

Example: 15 pieces of an item at a price of EUR 5.75 should be registered for Department 2.
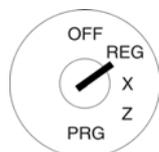
1. Set the key to REG	**Input**
2. Enter the quantity.	
3. Press the multiplication key X .	1 PQRS 5 JKL x 5 JKL 7 @ 5 JKL 2/14/26
4. Enter the price (without decimal point, with decimal places).	
5. Press the relevant department key.	

Note: The quantity of goods can a value between 1 and 9999.

7.2.5   Registering identical departments

If identical items are registered (same department, same price) during the registration of departments, the registration of identical items can be speeded up by omitting the price entry for the identical item registration directly following.

Example: The following are to be sold:
1 x Department 1 at a price of 12.30 €,
another identical item at the identical price,
1 x Department 4 at fixed price 1,
another identical item at the identical price,
1 x Department 4 at fixed price 2 and
another identical item at the identical price.

Set the key to REG

Input

Receipt

- Single DP registration (with price entry):

| 1 PQRS | 2 TUV | 3 WXYZ | 0 „# | 1/13/25 |

- Repeat DP registration:

| 1/13/25 |

- Single DP registration (with fixed price 1):

| PRICE 1 | 4/16/28 |

- Repeat DP registration:

| 4/16/28 |

- Single DP registration (with fixed price 2):

| PRICE 2 | 4/16/28 |

- Repeat DP registration:

| 4/16/28 |

| CASH |
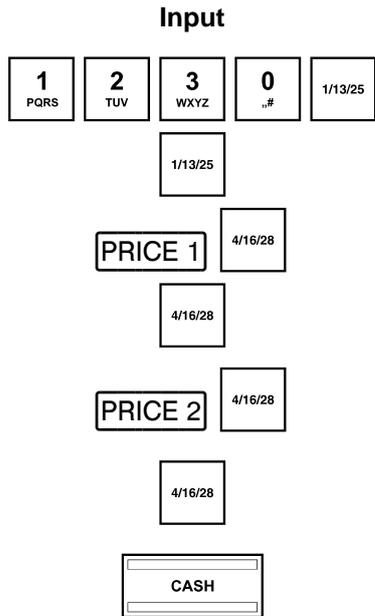
```
- - - - - - - - - - - - - - - - - - - - - - - -
Dept01                            12.30T1
Dept01                            12.30T1
Dept04                            10.00T1
Dept04                            10.00T1
Dept04                             9.00T1
Dept04                             9.00T1
- - - - - - - - - - - - - - - - - - - - - - - -
TAX1              19%               9.99
- - - - - - - - - - - - - - - - - - - - - - - -
TOTAL                             62.60
CASH                              62.60
```

7.2.6 Example receipt for DP registration

Example: The following were sold:
15 pieces each at € 100.50 from Department 2,
2.6 pieces each at € 20.50 from Department 3,
1 piece from Department 4 at fixed price € 1 35.- and
1 piece from Department 4 at fixed price € 2 30.-.

Set the key to REG

Input

1 PQRS	5 JKL	x
1 PQRS	0 „#	0 „#	5 JKL	0 „#	2/14/26
2 TUV	. DEL	6 MNO	x
2 TUV	0 „#	5 JKL	0 „#	3/15/27
PRICE 1	4/16/28
PRICE 2	4/16/28
CASH
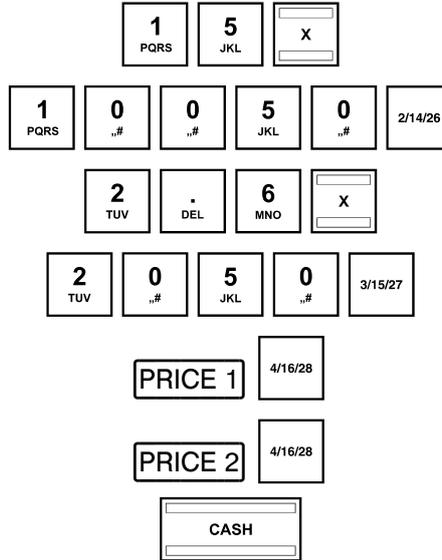
Receipt

```
- - - - - - - - - - - - - - - - - - - - - - - - - -
Dept02      15     100.50   1,507.50T2
Dept03     2.6      20.50      53.30T1
Dept04                         35.00T2
Dept04                         30.00T2
- - - - - - - - - - - - - - - - - - - - - - - - - -
TAX1                 19%        8.51
TAX2                  7%      102.87
- - - - - - - - - - - - - - - - - - - - - - - - - -
TOTAL                       1,625.80
CASH                        1,625.80
```

7.3   Registering PLUs
Items (PLUs) are registered by means of PLU numbers.

Note: The cash register can be used to process EAN-8 and EAN-13 bar codes.

Note: If an attempt is made to register a PLU which has not been programmed, the following message appears: **NO RECORD, CONTINUE**.

Note: If you have programmed two fixed prices for PLUs (refer to Chapter 6.5), which you also want to register, you must program the two keys PRICE 1 and PRICE 2 on the keyboard (refer to Chapters 4.3.2 and 6.28)! Subsequently, press the PRICE 1 or PRICE 2 key before registering the item in order to define which fixed price you want to register.
Important: This assignment remains for the duration of a registration process until you press the PRICE 1 and PRICE 2 key to indicate a new assignment!

7.3.1   Registering a PLU once using fixed price 1
Important information
- A fixed price must have been programmed for price 1 (refer to Chapter 6.5).
- If two fixed prices have been programmed (refer to Chapter 6.5), the cash register operates with fixed price 1 by default.
- If you press the PRICE 2 key, the cash register operates using fixed price 2 for the duration of the registration until you press the PRICE 1 key to reactivate fixed price 1.
- After concluding a registration process, price 1 is automatically reactivated!

7.3.1.1   Items were previously registered using price 1
Example: PLU 3 should be registered with price 1.
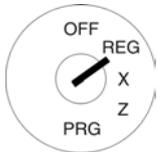
1. Set the key to REG
2. Enter the PLU number.
3. Press the PLU key.

Input
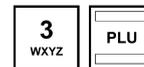
7.3.1.2   Items were previously registered using price 2
Example: PLU 3 should be registered with price 1.
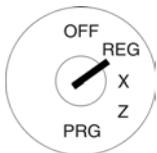
1. Set the key to REG
2. Press the PRICE 1 key.
3. Enter the PLU number.
4. Press the PLU key.

Input
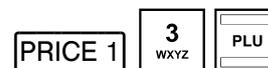
7.3.2 Registering a PLU once using fixed price 2

Important information

- A fixed price must have been programmed for price 1 (refer to Chapter 6.5).
- If two fixed prices have been programmed (refer to Chapter 6.5), the cash register always operates with fixed price 1.
- If you press the ⎡PRICE 2⎤ key, the cash register operates using fixed price 2 for the duration of the registration until you press the ⎡PRICE 1⎤ key to reactivate fixed price 1.
- After concluding a registration process, price 1 is automatically reactivated!

7.3.2.1 Items were previously registered using price 2

Example: PLU 3 should be registered with price 2.

1. Set the key to REG	**Input**
2. Enter the PLU number.	
3. Press the ⎡PLU⎤ key.	**3** WXYZ PLU

7.3.2.2 Items were previously registered using price 1

Example: PLU 3 should be registered with price 2.
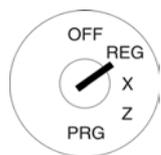
1. Set the key to REG	**Input**
2. Press the ⎡PRICE 2⎤ key.	
3. Enter the PLU number.	PRICE 2 **3** WXYZ PLU
4. Press the ⎡PLU⎤ key.	

7.3.3 Registering a PLU once without a fixed price

Note: The ⎡PRICE NEW⎤ key must be programmed on the keyboard (refer to Chapters 4.3.2 and 6.28).

Example: PLU 3 should be registered at a price of € 19.99.
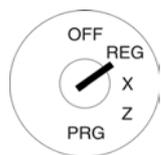
1. Set the key to REG	**Input**
2. Enter the price.	
3. Press the ⎡PRICE NEW⎤ key.	**1** PQRS **9** DEF **9** DEF **9** DEF PRICE NEW **3** WXYZ PLU
4. Enter the PLU number.	
5. Press the ⎡PLU⎤ key.	

7.3.4 Registering a multiple PLU

Example: 15 pieces of an item with PLU no. 3 should be registered.
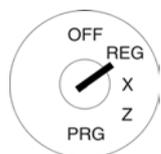
1. Set the key to REG	**Input**
2. Enter the quantity.	
3. Press the multiplication key ⎡X⎤.	**1** PQRS **5** JKL X **3** WXYZ PLU
4. Enter the PLU number.	
5. Press the ⎡PLU⎤ key.	

Note: The quantity of goods can a value between 1 and 9999.

7.3.5 Example receipt, PLU registration

Example: The following were sold:
1 item with PLU number 1 at fixed price 1,
2.6 items with PLU number 2 at fixed price 1 and
15 items with PLU number 1 at fixed price 2.

Set the key to REG

Input
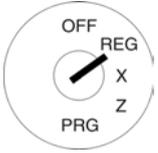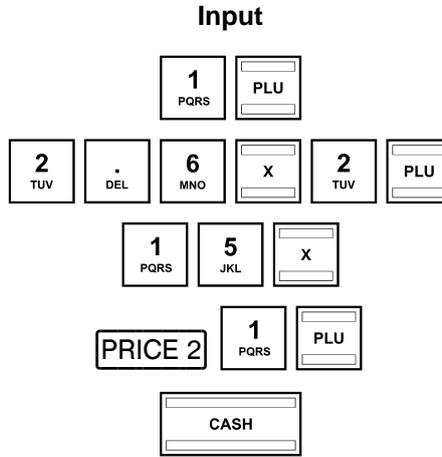
Receipt

1			10.00T1
2	2.6	100.00	260.00T2
1	15	9.10	136.50T1
TAX1		19%	23.39
TAX2		7%	17.01
TOTAL			**406.50**
CASH			406.50

7.4 Mixed sales

It is possible to register department and PLU sales on a receipt (refer to Chapters 7.2 and 7.3).

7.5 Concluding receipt / Method of payment

Payment can be made in various ways:

- CASH
- CHECK
- CARD
- CREDIT

Note: The CASH and CARD tender media keys are provided as standard keys on the keyboard when it leaves the factory (refer to Chapter 4). The CARD and CREDIT tender media keys can be programmed on the keyboard if necessary (refer to Chapter 6.28).

7.5.1 Paying with cash and displaying the change
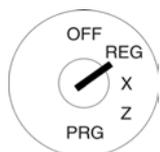
1. Set the key to REG
2. Complete all the registrations.
3. Produce the subtotal by pressing the SUB-TOTAL key (optional).
4. The amount due for payment appears in the display.
5. Enter the amount received from the customer (optional process).

Note: The raised keyboard leaves the factory with the four tender media keys 5.00, 10.00, 15.00 and 50.00 programmed to simplify entering amounts received. If you press one of these keys, you need not enter the amount using the numeric keys.

Note: If the customer pays exactly the right amount, you need not enter the sum paid. Continue with Step 6.

6. Press the CASH key.
   If the amount paid by the customer is higher than the actual amount due, the cash register automatically calculates the amount of change due after pressing the CASH key and shows it in the display.

7.5.2 Payment by EC card / cheque
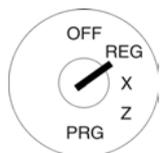
1. Set the key to REG
2. Complete all the registrations.
3. Produce the subtotal by pressing the SUB-TOTAL key (optional).
4. The amount due for payment appears in the display.
5. Enter the amount paid by the customer with the EC card / cheque (optional).

Note: If the customer pays exactly the right amount, you need not enter the sum paid. Continue with Step 6.

6. Press the CHEQUE key.
   If the amount paid by the customer is higher than the actual amount due, the cash register automatically calculates the amount of change due after pressing the CHEQUE key and shows it in the display.

7.5.3 Payment by credit card
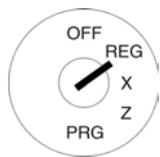
1. Set the key to REG
2. Complete all the registrations.
3. Produce the subtotal by pressing the SUB-TOTAL key (optional).
4. The amount due for payment appears in the display.
5. Enter the amount paid by the customer with the card (optional).

Note: If the customer pays exactly the right amount, you need not enter the sum paid. Continue with Step 6.

6. Press the CARD key.
   If the amount paid by the customer is higher than the actual amount due, the cash register automatically calculates the amount of change due after pressing the CARD key and shows it in the display.

7.5.4 Payment by credit approval

Note: The CREDIT 1 and/or CREDIT 2 keys first need to be programmed and set-up on the keyboard (see Chapters 4 and 6.28).
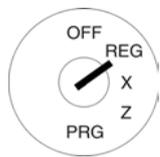
1. Set the key to REG
2. Complete all the registrations.
3. Produce the subtotal by pressing the SUB-TOTAL key (optional).
4. The amount due for payment appears in the display.
5. Enter the amount received from the customer (optional process).

Note: If the customer pays exactly the right amount, you need not enter the sum paid. Continue with Step 6.

6. Press the CREDIT 1 and/or CREDIT 2.
   If the amount paid by the customer is higher than the actual amount due, the cash register automatically calculates the amount of change due after pressing the CREDIT 1 and/or CREDIT 2 key and shows it in the display.

7.5.5 Combining tender media

A bill can be paid by combining the various methods of payment.
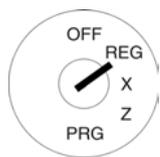
1. Set the key to REG
2. Complete all the registrations.
3. Produce the subtotal by pressing the SUB-TOTAL key (optional).
4. The amount due for payment appears in the display.
5. Enter the amount that the customer wants to pay using tender medium 1 and press the corresponding tender media key. The remaining amount due appears in the display together with the amount paid using tender medium 1.
6. Enter the amount that the customer wants to pay using tender medium 2 and press the corresponding tender media key. The remaining amount due appears in the display and together with the amount paid using tender medium 1+ 2.
7. Enter the amount that the customer wants to pay in cash and press the corresponding tender media key.

Note: The payment made in cash should always be the last step.

7.6   Payment in a foreign currency

The cash register can operate using two foreign currencies.

The cash register automatically converts the price of the registration in the currency selected and back. if necessary.

7.6.1   Paying in a foreign currency with the exact amount

Example: A bill totalling € 37.04 in department 1 is paid to the exact amount in USD (foreign currency 1).

	Input	Receipt

1.   Set the key to REG.

2.   Produce the subtotal.

3.   Press the FC or FC 1 key.

The amount due for payment is converted to the foreign currency and appears above the local currency in the display.
In the example: USD (50.00)

4.   The customer pays the exact amount due in the foreign currency.

5.   Press the FC key to conclude the registration process.
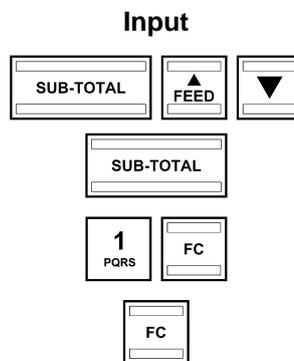
Dept01	37.04T1
Subtotal:	37.04
- -	
TAX1 19%	5.91
- -	
TOTAL	**37.04**
FC CASH	50.00
USD	50.00
FC CASH	37.04

7.6.2   Paying in a foreign currency with change

Example: A bill totalling € 37.04 in department 1 is paid with 100 USD.

	Input	Receipt
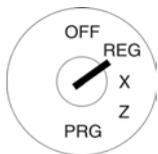
1.   Set the key to REG.

2.   Produce the subtotal.

3.   Enter the foreign currency memory location.

4.   Press the FC key.

The amount due for payment is converted to the foreign currency and appears above the local currency in the display.
In the example: USD (50.00)

5.   Use the digit keys to enter the amount paid by the customer in the foreign currency.

6.   Press the FC key to conclude the registration process.
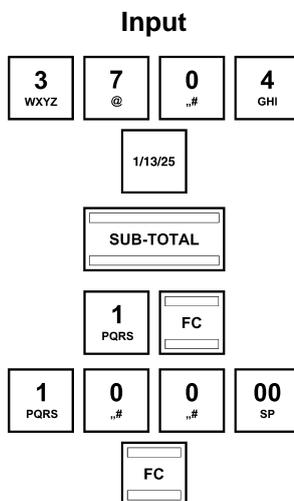
Dept01	37.04T1
Subtotal:	37.04

TAX1 19%	5.91

TOTAL	**37.04**
FC CASH	50.00
USD	100.00
FC CASH	74.07
Change	37.03
FC CASH	49.99

7.6.2.1   Explanation to the receipt

FC CASH 50.00	= The amount due converted to the foreign currency.
USD 100.00	= The amount paid in the foreign currency.
FC CASH 74.07	= The amount paid converted to the local currency.
CHANGE 37.03	= The amount of change due in the foreign currency.
FC CASH 49.99	= The amount of change due in the local currency.

Note: Please note that rounding differences can occur during the conversions.

Note: In the financial report, the change in the local currency is deducted from the CASH amount in "TOTAL DRAWER". The total of the foreign currency is printed in an extra line.

7.7 Registering surcharges and discounts

Surcharges and discounts can be programmed in the following ways:

- as amounts,
- as percentages,
- on individual items,
- on subtotals.

Note: The number of surcharges and discounts as well as the corresponding total sums appear in the financial report.

7.7.1 Registering amount-related surcharges and discounts

A fixed, pre-programmed value can be entered for amount-based and percentage surcharges and discounts (see Chapters 6.9 to 6.12). If fixed values are programmed, no other values need be entered when registering surcharges and discounts. If a value is entered, however, it overwrites the pre-programmed value.

Note: The ⎸-⎹ and ⎸+⎹ keys for registering amount-related surcharges and discounts must first be set-up on the keyboard (see Chapters 4 and 6.28).

Example: An amount-related discount of € 2 is assigned to an item with PLU number 1. The subtotal is then produced to which an amount-related surcharge of € 0.50 is added.

	Input	Receipt
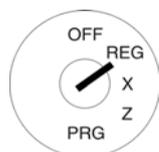
1. Set the key to REG.
2. Register the goods to which an amount-related surcharge or discount is to be granted.
3. Enter the amount-related surcharge or discount.
4. Press the ⎸-⎹ or ⎸+⎹ key.

If you want to apply the amount-related surcharge or discount to a subtotal, press the SUB-TOTAL key prior to Step 3.

Input

| 1 PQRS | PLU |
| 2 TUV | 00 SP |

-

SUB-TOTAL

| 5 JKL | 0 „,# |

+
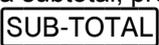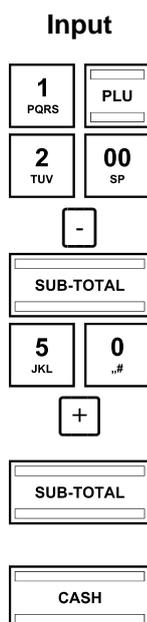
SUB-TOTAL

CASH

Receipt

```
 1                        10.00T1
DISCOUNT -                  -2,00
Subtotal                    8.00
SURCHARGE                   0.50
Subtotal                    8.50
- - - - - - - - - - - - - - - - -
TAX1            19%         0.65
- - - - - - - - - - - - - - - - -
TOTAL                       8.50
CASH                        8.50
```

7.7.2 Registering percentage surcharges and discounts

Example: A percentage discount of 10% is assigned to an item with PLU number 1. The subtotal is then produced to which a percentage surcharge of 25% is added.

	Input	Receipt
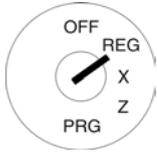
1. Set the key to REG.
2. Register the goods to which a percentage surcharge or discount is to be granted.
3. Enter the percentage surcharge or discount.
4. Press the %-RA or %+PO key.

If you want to apply the amount-related surcharge or discount to a subtotal, press the SUB-TOTAL key beforehand.

Input

| 1 PQRS | PLU |

| 1 PQRS | 0 „# | %- RA |

| SUB-TOTAL |

| 2 TUV | 5 JKL | %+ PO |

| SUB-TOTAL |

| CASH |
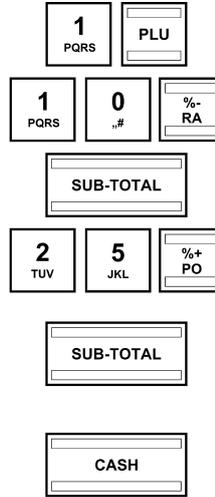
Receipt

```
 1                              10.00T1
DISCOUNT%      10.0 %            -1.00
Subtotal:                        9.00
ADD ON%        25.00%            2.25
Subtotal:                       11.25
- - - - - - - - - - - - - - - - - - - - - - - - -
TAX1             19%             1.80
- - - - - - - - - - - - - - - - - - - - - - - - -
TOTAL                           11.25
CASH                            11.25
```

7.8 Deleting input errors (corrections)

If you have made an incorrect entry but still not pressed the DP SHIFT or PLU keys, you can delete the incorrect entry using the CLR key.

7.9 Error correction and void

Note: The number of corrections and voids are recorded in the financial report.

7.9.1 EC (error correction)

If an item is registered incorrectly and nothing else has been registered in the meantime, this incorrect registration can be cleared by means of an immediate error correction.

Example: While registering several items, the item with PLU number 1 was incorrectly registered. Nothing else has been registered since then. An error correction (cancellation) should be completed.

	Input	**Display**	**Receipt**
	1. Set the key to REG.		
	2. Register the PLUs.		
	3. [1 PQRS] [PLU]		1 10.00T1
	4. Press the [EC] key directly after registering the item to be cancelled.	Delete !! 1 -10.00	Cancels: 1 -10.00 -10.00

7.9.2 Void

If an item has been registered by mistake but the receipt has not yet been concluded by pressing a tender media key, the incorrect registration can be cancelled by means of a void. The void process is used when other items were registered after the item to be cancelled.

Example: Three items have been registered: PLU 1 to 3 at fixed price 1. Item 2 (PLU 2) must be cancelled (PLU 2).

	Input	**Display**	**Receipt**
	1. Set the key to REG.		
	2. Register the PLUs.		1 10.00T1 2 100.00T2
	3. Press the [VOID] key.	3. 3 03 1 50.00	3 50.00T2 Cancels:
	4. Use the [▲] and [▼] keys to move to the item to be cancelled.	2. 2 02 1 100.00	2 -100.00 -100,00 - TAX1 19% 1.60
	5. Press the [EC] to clear the item selected.	2. 2 02 1 100.00	TAX2 7% 3.27 - **TOTAL**
	6. Press the [CASH] key to return to the registration.	Cancel 2 -100,00	**60.00** CASH 640.00

Continue with the registration or conclude the receipt.

7.9.3   Complete cancellation

If a receipt has not yet been concluded by pressing a tender media key and all the registrations made for it should be cancelled, execute a complete cancellation.

Example: Three items have been registered: PLU 1 to 3 at fixed price 1. The receipt has not yet been concluded. A complete cancellation should be executed.
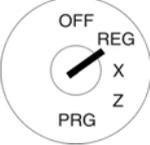
	Input	**Display**	**Receipt**
	1. Set the key to REG.		
	2. Register the PLUs.		
	3. Press the VOID key.	3. 3 03	1 10.00T1
		1 50.00	2 100.00T2
			3 50.00T2
	4. Press the CLR key.	17-06-2011	Cancel Cancel Cancel
		0.00	

Note: The number and total sum of the corrections are recorded in the financial report.

7.10   Refunds

Refunds (retours) must be registered when a customer returns an item after it has been sold and the receipt concluded.

Example: € 10 is refunded from department 1.

	Input	**Receipt**
1. Set the key to REG.		Dept01 RETOUR
		-10.00T1
2. Press the RETOUR key.	RETOUR	TAX1 19% -1.60
3. Register the returned item in the normal way.	1 PQRS 0 „# 00 SP 1/13/25	**TOTAL** **-10.00**
4. Press the CASH key.	CASH	CASH -10.00

Note: The number and total sum of the refunds are recorded in the financial report.

7.11 Received on account operations

Payments into the cash register, e.g. credit repayments, are registered as follows:

Example: € 500 are received on account.
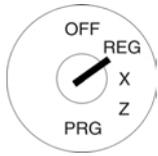
		Input	**Receipt**
	1. Set the key to REG.		
	2. Enter the amount paid in.	**5** JKL **0** „# **0** „# **00** SP	RA: 500.00
	3. Press the RA key.	%- RA	
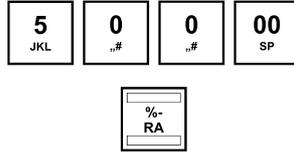
Note: The number and total sum of received on account operations are recorded in the financial report.

7.12 Paid out operations

Example: € 60 are paid out.

		Input	**Receipt**
	1. Set the key to REG		
	2. Enter the amount paid out.	**6** MNO **0** „# **00** SP	PO: 60.00
	3. Press the PO key.	%+ PO	
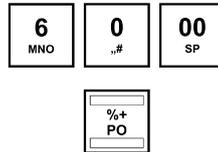
Note: The number and total sum of the paid out transactions are recorded in the financial report.

7.13 Printing numbers

A freely selectable, 8-digit number can be printed on the receipt, e.g. a customer or voucher number.

Example: The customer number 87654321 should be printed on the receipt.
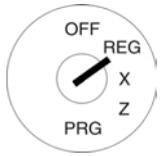
Input   **Receipt**

1. Set the key to REG

2. Enter the number, maximally 8 digits.

8 ABC	7 @	6 MNO	5 JKL
4 GHI	3 WXYZ	2 TUV	1 PQRS

#/NS

3. Press the #/NS key.

Continue registering the items.

87654321 #
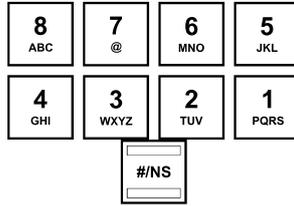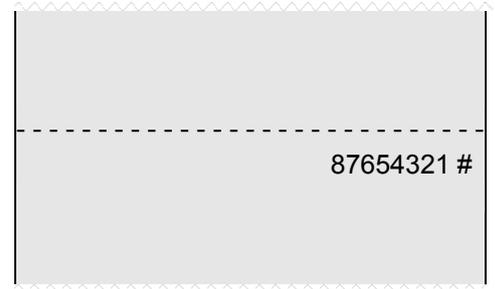
7.14 Opening the cash drawer without a sale

The cash drawer can be opened without making a sale in order to deposit or remove cash, for example.

Note: The number and total sum of no sale drawer opening operations are recorded in the financial report.
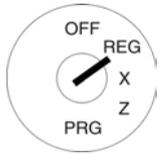
1. Set the key to REG.

2. Press the #/NS key.

Input

#/NS

7.15   Printing a receipt on/off
The printing of a receipt can be switched on or off.

| | | **Input** | **Display** |

1. Set the key to REG.

17-06-2011

B

0.00
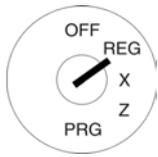
2. Press the
    Receipt ON/OFF key.

Input: Receipt ON/OFF
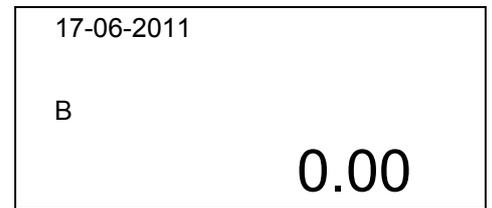
Note: If receipt printing is switched off, a "B" appears in the display.

Note: If the key is pressed twice in quick succession, the initial status is restored.

7.16   Printing last receipt (duplicate receipt, delayed printout)
You can print the receipt of the last registration process calculated once again. This receipt has the heading **Copy Receipt**.

If no receipt was printed for the last registration process because the receipt printing feature was switched off by means of the Receipt ON/OFF key, you can print this receipt later (delayed receipt).

Note: If you need a copy of the receipt for a registration recorded some time ago, it may be possible to print one from the electronic journal as long as the data is still stored there (ring journal) (see Chapter 10).

7.16.1   Printing a copy receipt
A copy receipt is a duplicate of the receipt just printed.
You want to print a copy of the last receipt printed:
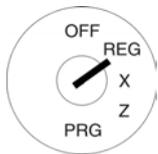
Input

1. Set the key to REG.
2. Press the SUB-TOTAL key.

SUB-TOTAL
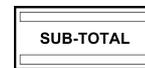
Note: The receipt is printed with the heading "**Copy Receipt**".

7.16.2   Delayed receipt printout
A delayed printout relates to a receipt which was not printed immediately because receipt printing was switched off via the Receipt ON/OFF key.

You want to print the receipt for the last registration process:
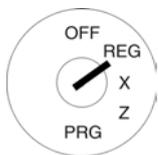
Input

1. Set the key to REG.
2. Press the SUB-TOTAL key.

SUB-TOTAL
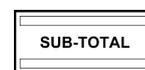
Note: The standard receipt is printed out.

8   Restaurant Functions (Table System)

If the restaurant version of the cash register is operated (see Chapter 6.30), special functions are available, such as the table function, for example.

The table system serves to record individual registrations for each table. A table can be opened and closed at any time. In the period between, departments and PLUs can be registered to a table and corrected, if necessary. The final receipt is printed out after the table has been paid.

Note: All the procedures described in the previous chapters are identical when operating the table system. The only difference is that the first step is always to open the table and the final transaction to close the table.

8.1   Opening a table

Note: A maximum of 70 tables can be opened.
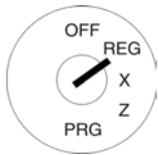
	Input	**Display**
1. Set the key to REG.		
2. Enter the table number.	`1` `Table`	table: 1
3. Press the TABLE key.		
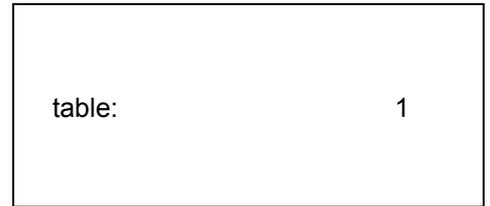
Register items in the normal way (refer to Chapter 7).

8.2   Closing a table
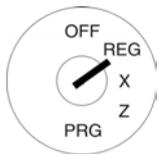
	Input	**Display**
1. Set the key to REG.		17-06-2011
2. Press the TABLE key.	`1` `Table`	0.00
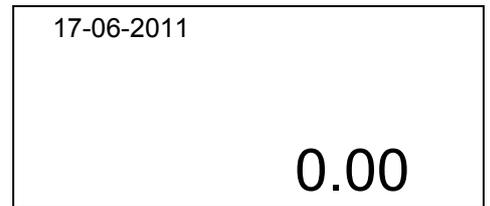
8.3   Registering items for a table

1.   Set the key to REG.
2.   Open the table (see Chapter 8.1).
3.   Register the items (see Chapter 7).
4.   Close the table again (see Chapter 8.2).

Receipt

```
TABLE 1
No.1
        1x  1              10.00
- - - - - - - - - - - - - - - - - -

TABLE 1
No.2
        1x  2             100.00
- - - - - - - - - - - - - - - - - -
```
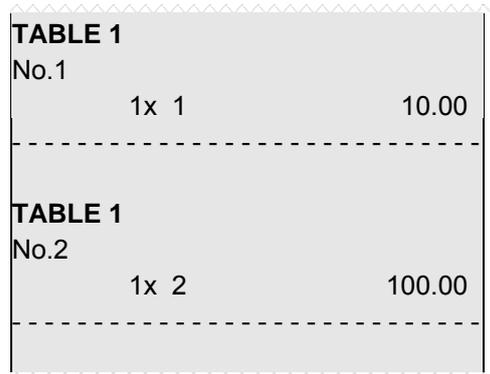
8.4   Printing a table view

A table view can be printed out on the ECR printer at any time. It does not relate to a bill but to a kind of "table review" indicating what items have been recorded for the table until now. For this reason, the view does not have the attributes of a bill.

Example: PLU number 10 is registered for table 1 at € 100.-. A table view should be printed.
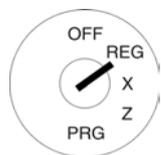
		Input		**Receipt**
1.	Set the key to REG.			TABLE 1
2.	Enter the table number.	`1` `Table`		10 100.00T1
3.	Press the TABLE key.			.
4.	Press the BILL PRINT key.	`Bill print`		. . Subtotal 100.00

8.5   Preparing the bill for a table

8.5.1   Preparing the bill without an additional business receipt

Example: The bill should be prepared for table 1 without a business receipt.
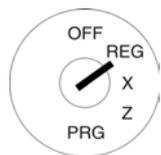
		Input		**Receipt**
1.	Set the key to REG.			TABLE 1
2.	Enter the table number.	`1` `Table`		10 100.00T1
3.	Press the TABLE key.			
4.	Press the CASH key.	`Cash`		TAX1 19% 1.60
				TOTAL **10.00** CASH 10.00

8.5.2   Preparing the bill with a business receipt

Note: If you want to operate the business receipt function, you must programme the BUSINESS RECEIPT key on the keyboard (refer to Chapter 6.28).

Example: The bill should be prepared for table 1 with a business receipt.

	Input	**Receipt**
1. Set the key to REG		TABLE 1
2. Enter the table number.	1 Table	10 100.00T1
3. Press the TABLE key.		- -
4. Press the BUSINESS RECEIPT key.	BUSINESS RECEIPT	TAX1 19% 1.60
		- -
		TOTAL **10.00**
5. Press the CASH key.	Cash	CASH 10.00

Receipt:

TABLE 1
10   100.00T1
- -
TAX1   19%   1.60
- -
TOTAL   **10.00**
CASH   10.00
- -

BUSINESS MEETING
RECEIPT

MEETING MEMBER:

- -
- -
- -
- -
- -

MEETING AGENDA:
- -
- -

IN Restaurant:

- -
- -

DATE:

- -

SIGNATURE:

- -

8.6 Transferring a table

It is possible to transfer the entire table bill from one table to another. This means that two or more tables can be combined.

Example: The bill should be prepared for table 1 without a business receipt.

		Input		**Receipt**

1. Set the key to REG.
2. Enter the table number.
3. Press the TABLE key.

   Input: `1` `Table`

4. Press the CASH key.

   Input: `Cash`

Receipt:
```
TABLE 1
10                    100.00T1
- - - - - - - - - - - - - - - -
TAX1            19%         1.60
- - - - - - - - - - - - - - - -
TOTAL                     10.00
CASH                      10.00
- - - - - - - - - - - - - - - -
```

Example: Table 1 should be transferred to table 6.

1. Set the key to REG.

2. Press the TRANSFER key.

   Input: `Trans fer`

3. Enter the number of the table from which the items should be transferred.

   Input: `1` `Cash`

4. Press the CASH key.

5. Enter the number of the table to which the items should be transferred.

   Input: `6` `Cash`

6. Press the CASH key.
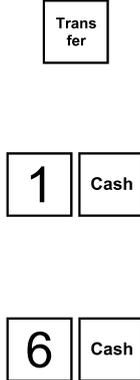
Display

Transfer Table	
0	0
1	0
1	0

The cash register prints a slip for the transfer.

Receipt

```
TABLE 1
1                      10.00T1
2                     100.00T1
- - - - - - - - - - - - - - - -
TABLE 6
Transfer
```

Note: Following the transfer, the old table is automatically cleared, i.e. the balance is equal to zero.

8.7   Split payments for a table

The bill for a table need not be drawn up in full, it is possible to prepare a bill for a part of it (split payment).

Example: PLU number 1 and PLU number 3 are registered to table 1. Only a bill for PLU number 1 should be prepared (cash payment).
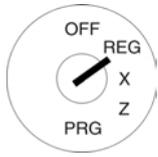
	Input	**Display**
1. Set the key to REG.		
2. Enter the table number.	1 Table	Table: 1
3. Press the TABLE key.		
4. Press the SPLIT key.	Split	2. 3 1 50.00
The last item registered appears in the display.		
5. Use the ▲ and ▼ to move to the item to be billed separately.	▲ ▼	1. 1 1 10.00
6. Press the SPLIT key.	Split Cash	0.00
7. Press the relevant tender media key to conclude the receipt or bill for the selected items.	Cash	
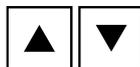
Receipt / Bill

```
                              Bill
TABLE 6
CLERK:

1                            10.00T1
- - - - - - - - - - - - - - - - - - - - -
TOTAL                        100.50
CASH                         100.50
```

The cash register prints a slip for the transfer.

Note: Following the transfer, the old table is automatically cleared, i.e. the balance is equal to zero.

8.8 Error corrections/Voids within the table system

Proceed as described in Chapter 7.9.2 to correct/cancel PLU registrations within the scope of the table system.

Example: Three items were registered within the scope of the table system: PLUs 1 to 3 at fixed price 1. PLU 2 should be cancelled (void).

	Input	Display		Receipt
1.	Set the key to REG.			
2.	Enter the table number.			
3.	Press the TABLE key.	3. 3		
4.	Press the VOID key.	1	50,00	
5.	Use the ▲ and ▼ keys to move to the item to be cancelled.	2. 2 1	100.00	
6.	Press the EC to clear the item selected.	2. 2 0	0.00	
7.	Press the CASH key to return to the registration.	Cancel 2	-100,00	
8.	Press the TABLE key to exit from the table system.			

The cash register prints a slip for the correction.

Receipt:
```
TABLE1
Cancel
 -1x  2                    -100.00
- - - - - - - - - - - - - - - - - - - - - - - - -
```

8.9 Order type system

The order type system organises the printout of orders on the cash register. Order type names ensure that PLUs with the same order number are printed on the same receipt. These order receipts are then printed out in succession. The order type system is activated by the fact that the PLU was assigned an order type name during PLU programming (also refer to Chapter 6.5.1.8).

8.10   Take-away sales

Example: 3 items with PLU number 1 are sold as take-away meals.

	Input	Display	Receipt

1. Set the key to REG

2. Press the CHANGE VAT key.   TAX2

3. Complete the PLU registration in the normal way.
4. Conclude the receipt.

1	3	10.00	30.00T1
TAX2		7%	1.96
TOTAL			**30.00**
CASH			30.00

9   Training Mode

Activate Training mode to practise using the cash register.

It is important to activate Training mode when practising to ensure the actual sales figures are not falsified. When Training mode is active, all the operating functions can be accessed; the difference to Registration mode being that the entries and transactions are not recorded in the cash register reports.

Important: Please observe the information provided at the beginning of Chapter 11 regarding your obligations in respect of providing proof and preserving records for the revenue authorities!

Note: To switch Training mode on and off, the ⌷TRAINING⌷ key is required. This must first be set up on the keyboard (refer to Chapter 6.28).

9.1   Activating Training mode

		Display
1.	Set the key to REG	

		Password:
2.	Press the ⌷TRAINING⌷ key.	
3.	Enter the current pass code (default setting: 000000).	******
		17-06-2011
4.	Press the ⌷CASH⌷ key.	T
		0.00

Note: If Training mode is switched on, a "T" appears in the display.

Note: Within the scope of programming the clerk system (refer to Chapter 6.7), the clerk rights can be used to define which clerk may use Training mode. In order for the clerk rights to take effect, the clerk system must be activated (see Chapter 6.7.3).

Note: If the clerk system is deactivated by means of system option 3, a pass code must be entered to switch Training mode on.

Note: You can reprogramme the 6-digit training pass code (see Chapter 6.13).

9.2　　　Deactivating Training mode
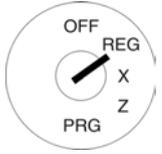
OFF / REG / X / Z / PRG (dial)	1.	Set the key to REG.
	2.	Press the TRAINING key.
	3.	Enter the current pass code (default setting: 000000).
	4.	Press the CASH key.

Display

Password:
******
17-06-2011
0.00

10   Electronic Journal (EJ)

The electronic journal records every entry made on the cash register in the way the input is recorded on the receipt.

- The electronic journal is active when the cash register leaves the factory. It can be deactivated using system option 8 (status code 2) (see Chapter 6.15).
- Approx. 16,000 (receipt) lines can be stored. When the maximum memory capacity is full, the oldest entries in the electronic journal are automatically overwritten (ring journal).

10.1   Printing the electronic journal (EJ)

The electronic journal can be printed out in X and Z modes:

- X-mode: Without memory deletion
- Z-mode: With memory deletion

Note: Printout of the electronic journal can be interrupted and stopped by pressing the CLR key.

10.1.1   Printing the EJ with all details

	Input	Display
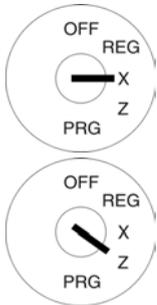
1. Set the key switch to position X or Z.
2. Select **EJ.DETAIL REP** or the number **96**:
   - Use the numeric keys to enter 9 and 6.
   - Or: Use the ▲ and ▼ keys to scroll to the required point in the menu.
3. Press the CASH key to confirm the input. The electronic journal appears in the display. Use the ▲ and ▼ keys to scroll through the electronic journal.
4. Press the CASH key again to initiate printout of the electronic journal.

Input keys:
9 DEF   **6** MNO   CASH
CASH
▲ ▼
CASH

Display:
```
= X Report              -0 1=
01.FINANCIAL REP.
02.FINA. REP. MON.
03.DEPT. REP.
04.DEPT. REP. MON.
05.PLU REP.
06.PLU REP. MON.
08.CLERK REP.
09.CLERK REP. MON.
10.CLERK-PLU-REP.DAY
11.CLERK-PLU-REP.MON
12.HOURLY REPORT
14.OpenTableRepOnlyX
86.TRAINING REP.
87.TRAIN. REP. MON.
96.EJ.DETAIL REP.
97.EJ.SUM REP.
```

Note: The printout of the electronic journal appears in a smaller font size.

10.1.2 Printing the EJ with totals only

| | | **Input** | **Display** |
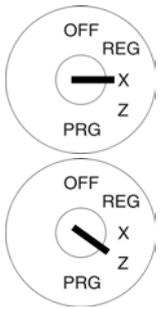
1. Set the key switch to position X or Z.

2. Select **EJ.SUM REP** or the number **97**:
   - Use the numeric keys to enter ⑨ and ⑦.
   - Or: Use the ▲ and ▼ keys to scroll to the required point in the menu.

3. Press the CASH key to confirm the selection. The electronic journal appears in the display. Use the ▲ and ▼ keys to scroll through the electronic journal.

4. Press the CASH key again to initiate printout of the electronic journal.

Input:

9 DEF   7 @   CASH

CASH

▲ ▼

CASH
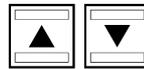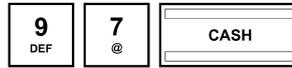
Display:

= X Report	-0 1=
01.FINANCIAL REP.	
02.FINA. REP. MON.	
03.DEPT. REP.	
04.DEPT. REP. MON.	
05.PLU REP.	
06.PLU REP. MON.	
08.CLERK REP.	
09.CLERK REP. MON.	
10.CLERK-PLU-REP.DAY	
11.CLERK-PLU-REP.MON	
12.HOURLY REPORT	
14.OpenTableRepOnlyX	
86.TRAINING REP.	
87.TRAIN. REP. MON.	
96.EJ.DETAIL REP.	
97.EJ.SUM REP.	

10.2 Deleting the electronic journal (EJ)

10.2.1 Printing and deleting the EJ

Delete the electronic journal by printing the electronic journal in Z-mode (see Chapter 10.1).

10.2.2 Deleting the EJ without printing

		Input	**Display**
1.	Set the key to PRG.		
2.	Select **programme number 80** (see Chapter 6.1.2).		MEMORY CLEAR 1
3.	Press the CASH key to confirm the selection.	8 ABC 0 „# CASH	ALL REPORT RESET E-JOURNAL AREA
4.	The information which can be deleted appears in the display.		PROGRAM AREA CASHIERS AREA
5.	Use the ▲ and ▼ keys to move to **MEMORY CLEAR**.	▲ ▼	DEPARTMENT AREA PLU AREA TABLE AREA ALL AREA
6.	Press the CASH key.	CASH	Press <Enter> Delete Or Press <ESC> Exit
7.	Confirm the prompt by pressing the CASH key.	CASH	Delete !! Please Wait...
8.	Conclude programming by pressing the SUB-TOTAL key.	SUB-TOTAL	
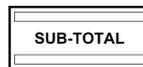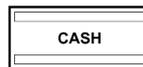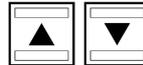
11 Cash Register Reports

You are obliged to keep the daily Z reports for submission to the revenue authorities. Otherwise, estimations of sales figures may be used within the scope of tax audits.

Note: Keep all documents which record how your cash register is programmed for tax audits.

Note which documents are required by the financial authorities.

11.1 Types of report

Reports can be printed in X or Z mode.

X-mode / X-reports

The key is set to position X. Reports are printed but the memories are not deleted.

Z-mode / Z-reports

The key is set to position Z. Reports are printed and, at the same time, the memories are deleted and cannot be restored.

Daily reports

These are reports which are printed at the end of the day.

Note: A daily Z-report must be printed every day in order to accumulate the totals in the memory for a monthly report.

Monthly reports

These are reports which are printed at the end of the month.

11.2 Report overview

Most reports can be printed as X or Z-reports.

Report number	Report (view according to display)	Explanation
01	01.FINANCIAL REP.	Daily X or Z financial report
02	02.FINA. REP. MON.	Monthly X or Z financial report
03	03.DEPT. REP.	Daily X or Z department report
04	04.DEPT. REP. MON.	Monthly X or Z department report
05	05.PLU REP.	Daily X or Z PLU report
06	06.PLU REP. MON.	Monthly X or Z PLU report
08	08.CLERK REP.	Daily X or Z clerk report
09	09.CLERK REP. MON.	Monthly X or Z clerk report
10	10.CLERK-PLU-REP.DAY	Daily X or Z PLU clerk report
11	11.CLERK-PLU-REP.MON	Monthly X or Z PLU clerk report
12	12.HOURLY REPORT	X-hourly report
14	14.OpenTableRepOnlyX	X-report regarding open tables
86	86.TRAINING REP.	Daily X or Z training report
87	87.TRAIN. REP. MON.	Monthly X or Z training report
96	96.EJ.DETAIL REP.	Electronic journal, print details (X/Z)
97	97.EJ.SUM REP.	Electronic journal, only print totals (X/Z)

11.3 Report contents

The system options enable you to define numerous settings to adapt the content of the receipts and reports to your specific needs (refer to Chapter 6.15).

11.4   Printing reports

Input	**Display**
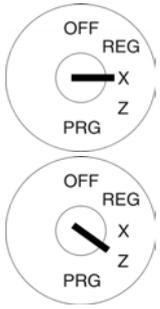
1. Set the key switch to position X or Z.

= X Report   - 1=

2. Select the report you want to print:

   - Use the ▲ and ▼ keys to scroll to the required point in the menu.
   - Or, enter the report number using the digit keys.

3. Press the CASH key to confirm the selection.

4. The report first appears, together with the totals, in the display.

5. Use the ▲ and ▼ keys to view all the report totals in the display.

6. Press the CASH key to start printing.
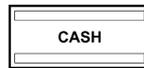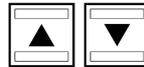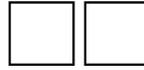
= Z Report   - 1=
01.FINANCIAL REP.
02.FINA. REP. MON.
03.DEPT. REP.
04.DEPT. REP. MON.
05.PLU REP.
06.PLU REP. MON.
08.CLERK REP.
09.CLERK REP. MON.
10.CLERK-PLU-REP.DAY
11.CLERK-PLU-REP.MON
12.HOURLY REPORT *
14.OpenTableRepOnlyX *
86.TRAINING REP.
87.TRAIN. REP. MON.
96.EJ.DETAIL REP.
97.EJ.SUM REP.

* Does not appear with key switch at position Z

11.5 Example of a day's Z-report
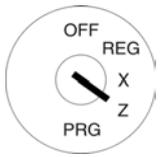
1. Turn the key switch to Position Z.
2. The cash register is automatically set to **01.FINANCIAL REP.**
3. Press the [CASH] key.
4. The report first appears, together with the totals, in the display.
5. Use the [▲] and [▼] keys to view all the report totals in the display.
6. Press the [CASH] key to start printing.

Input

| 0 | 1 | CASH |

| CASH |

| ▲ | ▼ |

| CASH |

Explanation of terms in the reports

Term:	Significance:
TAXABLE WT 1	Taxable at VAT rate 1, gross (inclusive of VAT)
TAXABLE WO 1	Taxable at VAT rate 1, net (exclusive of VAT)
TAX 1	Tax rate 1 is 19%
	Note: TAXABLE WT 1 - TAX1 = TAXABLE WO 1
TAXABLE W/T TAX TL	Total gross amount which is taxable
TAXABLE W/O TAX TL	Total net amount which is taxable (excl. tax)
TOTAL TAX	Total amount of tax
Net	Total net amount which is taxable
Discount	Total amount of percentage discounts
Service Charge	Total amount of percentage surcharges
Add Price	Total amount of amount-related surcharges
Reduce Price	Total amount of amount-related discounts
In Cash	Total amount received on account
Out Cash	Total amount paid out
PaidTable	Total amount of the tables paid
OpenTable	Total amount of the tables not paid
Net	Day's sales (incl. tables not paid)
CASH	Total of sales paid in cash
CREDIT 1	Total of sales paid via credit 1
CREDIT 2	Total of sales paid via credit 2
CARD	Total of sales paid via debit card
CHEQUE	Total of sales paid by cheque

The following could also be listed, for example:

| NO SALE | Number of times the drawer was opened without a sale |
| XXX | Total of sales paid in foreign currency 1 (USD) |

Receipt

```
------------------------------
* * * * * * * * * * * * * * * * * * * * * * * * *
------------------------------

              1
------------------------------

          Z    Report
---------------Financial Report,Day-----------
---
------------------------------
To:                    17.06.2011 21:00
------------------------------
TAXABLE  WT 1    19%        89.65
TAXABLE  WO 1    19%        73.72
TAX 1            19%        15.93
TAXABLE  WT 2     7%       338.90
TAXABLE  WO 2     7%       316.73
TAX 2             7%        22.17
------------------------------
TAXABLE  W/T TAX TL        428.55
TAXABLE  W/O TAX TL        390.45
TOTAL TAX                  38.10
------------------------------
Net                       428.55
------------------------------
Discount:                  -2.75
------------------------------
Service Charge:             0.30
------------------------------
Add Price:                  1.50
------------------------------
Reduce Price:              -0.50
------------------------------
In Cash:                  100.00
------------------------------
Out Cash:                 -30.00
------------------------------
PaidTable                 160.00
OpenTable                 160.00
------------------------------
Net                       658.55
------------------------------
Drawer-Total
------------------------------
CASH                      468.55
CARD                       10.00
CREDIT 1                   10.00
CHEQUE                     10.00
------------------------------
          E.C.R. Reset
```

12 Deleting Cash Register Data

This function is used to deleted data stored in the cash register. This includes the report memory, electronic journal or cash register programme, for example.

Note: Pay attention to the obligations in respect of providing proof and preserving records for the revenue authorities before starting any deleting functions! Deleted data cannot be restored!
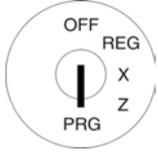
	Input	Display

1. Set the key to PRG.

2. Select **programme number 80** (see Chapter 6.1.2).

3. Press the CASH key to confirm the selection.

Input: 8 ABC, 0 „#, CASH

Display:

MEMORY CLEAR	1=
ALL REPORT RESET	
E-JOURNAL AREA	
PROGRAM AREA	
CASHIERS AREA	
DEPARTMENT AREA	
PLU AREA	
TABLE AREA	
ALL AREA	

4. The information which can be deleted appears in the display.

5. Use the ▲ and ▼ keys to move to the data area to be deleted.

Input: ▲ ▼ CASH

6. Press the CASH key.

Input: CASH

Display:
Press <Enter> Delete

Or Press <ESC> Exit

7. Confirm the prompt by pressing the CASH key.

Input: CASH

Display:
Save...!!

Please Continue...

8. Conclude programming by pressing the SUB-TOTAL key.

Input: SUB-TOTAL

13 Solving Problems

Attention: The power socket must be close to the cash register and easily accessible. This means that the cash register can be disconnected from the power supply quickly in an emergency.

13.1 Display messages

Display	Cause	Corrective measures:
Paper	End of paper roll.	Replace a new paper roll.
L	The battery capacity is too low.	Charge the battery.
B	Receipt printing is switched off.	Press the RECEIPT ON/OFF key to switch receipt printing back on.
T	The cash register is in Training mode;	Press the TRAINING key to deactivate Training mode.
II	Department level 2 is active	Press the DP SHIFT key to switch between the department levels.
III	Department level 3 is active	Press the DP SHIFT key to switch between the department levels.

13.2 Printer malfunctions

In the event of a printer error, switch off the cash register immediately and disconnect the power plug!

1. Check that the paper roll is inserted correctly or whether there is a foreign body in the printer mechanism. Remove it, if present.

Attention: Remove the foreign body very carefully. Do not use a knife, screwdriver or anything similar! Never use force! This could damage the printer mechanism.

2. Switch the cash register on again and complete a registration.
3. If the printer error reoccurs, contact the service centre.

Note: Never use low quality paper!

14 Options

Various peripheral equipment can be connected to the cash register.

14.1 SD card slot for data backup

Use an SD card to make a backup copy of the current programme data and all reports. If the cash register has a technical defect or data is lost, you can load the backup copies of the reports and programme on the cash register from the SD card.

Note: The electronic journal is saved on the SD card.

Note: The SD card slot is located on the right-hand side of the housing underneath the rectangular, light grey, rubber cover.

14.1.1 Saving data on the SD card

Note: The SD card should have a capacity of 2 GB.

	Input	**Display**

1. Insert an appropriate SD card in the SD card slot on the right-hand side of the device.
2. Set the key to PRG.
3. Select **programme number 81** (see Chapter 6.1.2).
4. Press the |CASH| key to confirm the selection.
    The options appear in the display.

Input: **8** ABC **1** PQRS CASH

Display:
SD CARD

SD CARD BACKUP
SD CARD RECOVERY

5. Use the ▲ and ▼ keys to select **SD CARD BACKUP**.
6. Press the |CASH| key to confirm the selection.

Input: ▲ ▼ CASH

Display:
>>>>>>>>>>>>>>>>>>>>>>>>>>
Save...!!
Please Continue...

The current programme settings and reports are copied from the cash register onto the SD card and stored there.

Note: The transfer process is indicated in the display during data transfer.
Never interrupt this process! Then disconnect the cash register briefly from the mains power supply.

14.1.2 Loading data from the SD card

1. Insert an appropriate SD card in the SD card slot on the right-hand side of the device.
2. Set the key to PRG.
3. Select **programme number 81** (see Chapter 6.1.2).
4. Press the |CASH| key to confirm the selection.
    The options appear in the display.

Input: **8** ABC **1** PQRS CASH

Display:
SD CARD

SD CARD BACKUP
SD CARD RECOVERY

5. Use the ▲ and ▼ keys to select **SD CARD RECOVERY**.
6. Press the |CASH| key to confirm the selection.

Input: ▲ ▼ CASH

Display:
>>>>>>>>>>>>>>>>>>>>>>>>>>
Save...!!
Please Continue...

All the data stored (programme and reports) is transferred from the SD card to the cash register.

Note: The transfer process is indicated in the display during data transfer.
Never interrupt this process! Then disconnect the cash register briefly from the mains power supply.

14.2 USB flash card slot for data backup

Use an USB flash card to make a backup copy of the current programme data and all reports. If the cash register develops a technical defect or data is lost, you can load the backup copies of the reports and programme back on the cash register from the USB flash card.

Note: The electronic journal (EJ) is saved on the USB flash card.

Note: The USB flash card must be plugged in at the rear of the device.

14.2.1 Saving data on a USB flash card

		Input	**Display**
	1. Plug a USB flash card in the slot on the rear of the device.		USB STICK - 1=
	2. Set the key to PRG		
	3. Select **programme number 82** (see Chapter 6.1.2).	**8** ABC **2** TUV CASH	
	4. Press the CASH key to confirm the selection.		USB STICK BACKUP
	The options appear in the display.		USB STICK RECOVERY
	5. Use the ▲ and ▼ keys to select **USB STICK BACKUP**.	▲ ▼	>>>>>>>>>>>>>>>>>>>>>>>>
	6. Press the CASH key to confirm the selection.	CASH	Save...!! Please Continue...

The current programme and reports (including the electronic journal) are transferred from the cash register and stored on the USB flash card.

Note: The transfer process is indicated in the display during data transfer.
Never interrupt this process! Then disconnect the cash register briefly from the mains power supply.

Note: The electronic journal (EJ) is saved on the USB flash card.

14.2.2 Loading data from the USB flash card

		Input	**Display**
	1. Plug the USB flash card containing the cash register data in the slot on the rear of the device.		USB STICK - 1=
	2. Set the key to PRG		
	3. Select **programme number 82** (see Chapter 6.1.2).	**8** ABC **2** TUV CASH	
	4. Press the CASH key to confirm the selection.		USB STICK BACKUP
	The options appear in the display.		USB STICK RECOVERY
	5. Use the ▲ and ▼ keys to select **USB STICK RECOVERY**.	▲ ▼	>>>>>>>>>>>>>>>>>>>>>>>>
	6. Press the CASH key to confirm the selection.	CASH	Save...!! Please Continue...

All the data stored (programme and reports) is transferred from the USB flash card to the cash register.

Note: The transfer process is indicated in the display during data transfer.
Never interrupt this process! Then disconnect the cash register briefly from the mains power supply.

14.3   Bar code scanners
A bar code scanner can be used to read 8 and 13-character EAN codes.

14.3.1   Suitable bar code scanners with a PS/2 plug
The following bar code scanners with PS/2 connection have been tested by Olympia and can be implemented without any problems:

Olympia:
- Model LS-6000 (part number 947990001)

METROLOGIC:
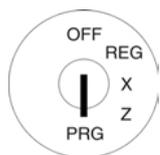- Model ECLIPSE
- Model ORBIT
- Model VOYAGER

PS/2 plug on the scanners

Fig. 36

14.3.2   Setting up a bar code scanner
The scanner models tested by Olympia can be connected directly to the PS-2 socket on the cash register and used.

14.3.3   Using the barcode reader to programme PLUs in the cash register

		Input	**Display**
1.	Set the key to PRG		
2.	Select **programme number 03** (see Chapter 6.1.2).		PLU - Item 1 =
3.	Press the CASH key to confirm the selection.	0 „# 3 WXYZ CASH	

The memory location for the first PLU is automatically activated.

4. Read the bar code using the bar code scanner.

5. Complete further PLU assignments (see Chapter 6.5) and confirm each entry by pressing the CASH key.

6. When the next PLU memory location appears in the cash register display, scan the next PLU and proceed in the same way for the next PLUs.

7. Conclude the programming process by pressing the SUB-TOTAL key.

14.4   Battery

Part number 947990002

When the battery is fully charged, it can operate the cash register for a maximum of 5 hours without the need of a power cable.

Note: The runtime of the cash register by the battery depends on the quantity and length of the receipts printed.
                5 hours can be achieved when approx. 50 receipts with just 15 text lines are printed.

When the battery capacity is too low, L (Low) appears in the cash register display. When the cash register is connected to the mains power, the battery in the cash register is automatically recharged.

Note: The thermal printing is not as dark in battery operation as when mains powered.

14.4.1   Technical data

2100 mAh, 7.4 Volt

14.4.2   Installing the battery

1.   Disconnect the cash register from the mains power supply.
2.   Open the cash drawer and remove the cash tray.
3.   Raise the cash drawer a little and pull it out.
4.   The cash drawer is fixed to the cash register by a wing screw in the front section. Remove the wing screw.
5.   Raise the cash register a little and open the small flap under the keyboard. Insert the battery in this compartment and plug in the cable.
6.   Close the cash register again in the reverse sequence.

14.5 Bank note verifier (Euro)

Part number 947990003

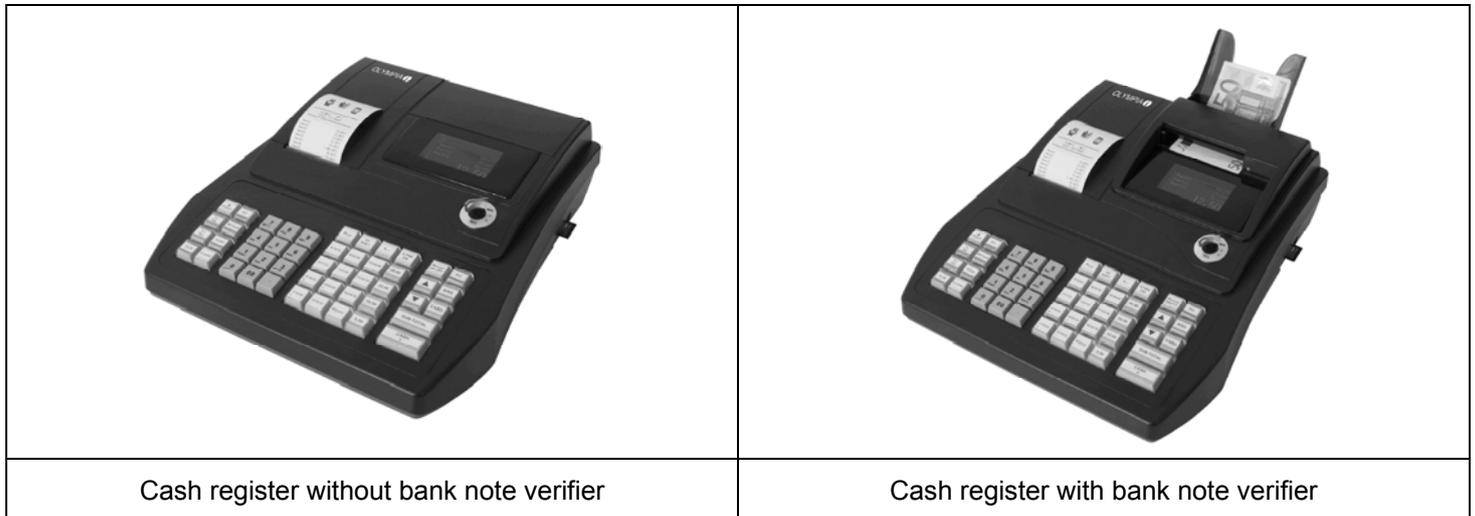The bank note verifier can be used to check all Euro bank notes are authentic.

| Cash register without bank note verifier | Cash register with bank note verifier |

Fig. 37

• Simple plug-and-play installation.

Note: The installation manual is enclosed with the bank note verifier.

• The bank note verifier is installed on the cash register above the display. This means than no space is necessary beside the cash register.
• The bank note verifier is covered by a lid section which matches the cash register.
• No additional power supply is required.
• Special feature: After being verified, the bank note is laid in a tray at the rear. The clerk can issue the change and then put the bank note in the cash drawer. This ensures that the verification process is completed drawing very little attention and is not annoying for the customer.

14.6 Dallas lock with 4 keys

Part number 947990005

Note: The opening in which to insert the Dallas lock is located below the round, light grey rubber cover on the right-hand side of the cash register housing.

Installation

1.   Remove the round rubber cover on the right-hand side of the cash register.
2.   Press the Dallas lock in the opening in the housing.
3.   Turn the Dallas lock to fix it in place.
4.   Programme the Dallas keys (refer to Chapter 6.29).