



SAM4s ER-260EJ/ER-265EJ Electronic Cash Register

Operating and Programming Manual



The ER-260EJ/265EJ provides display menus for easy report selection and programming. See page 18 for an overview.

All specifications are subject to change without notice.

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Sam4s ER-260EJ/256EJ OP Manual v1.22

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Revision 2.0 - April 1, 2005

WARNING - U.S.

THIS EQUIPMENT GENERATES, USES AND CAN RADIATE RADIO FREQUENCY ENERGY, AND IF NOT INSTALLED AND USED IN ACCORDANCE WITH THE INSTRUCTIONS MANUAL, MAY CAUSE INTERFERENCE TO RADIO COMMUNICATIONS. IT HAS BEEN TESTED AND FOUND TO COMPLY WITH THE LIMITS FOR A CLASS A COMPUTING DEVICE PURSUANT TO SUBPART J OF PART 15 OF FCC RULES WHICH ARE DESIGNED TO PROVIDE REASONABLE PROTECTION AGAINST SUCH INTERFERENCE WHEN OPERATED IN A COMMERCIAL ENVIRONMENT. OPERATIONS OF THE EQUIPMENT IN A RESIDENTIAL AREA IS LIKELY TO CAUSE INTERFERENCE IN WHICH CASE THE USER, AT HIS OWN EXPENSE, WILL BE REQUIRED TO TAKE WHATEVER MEASURES MAY BE REQUIRED TO CORRECT THE INTERFERENCE.

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THIS APPARATUS COMPLIES WITH THE CLASS "A" LIMITS FOR RADIO INTERFERENCE AS SPECIFIED IN THE CANADIAN DEPARTMENT OF COMMUNICATIONS RADIO INTERFERENCE REGULATIONS.

CET APPAREIL EST CONFORME AUX NORMES CLASS "A" D'INTERFERENCE RADIO TEL QUE SPECIFIER PAR MINISTRE CANADIEN DES COMMUNICATIONS DANS LES REGLEMENTS D'INTERFERENCE RADIO.

ATTENTION

The product that you have purchased contains a rechargeable Lithium battery. This battery is recyclable. At the end of its useful life, under various state and local laws, it may be illegal to dispose of the battery into the municipal waste system.

Check with your local solid waste officials for details concerning recycling options or proper disposal.



NOTE

The socket outlet shall be installed near the equipment and shall be easily accessible.

Precaution Statements

Follow these safety, servicing and ESD precautions to prevent damage and to protect against potential hazards such as electrical shock.

1-1 Safety Precautions

1. Be sure that all built-in protective devices are replaced. Restore any missing protective shields.
2. When reinstalling the chassis and its assemblies, be sure to restore all protective devices, including nonmetallic control knobs and compartment covers.
3. Make sure there are no cabinet openings through which people - particularly children - might insert fingers and contact dangerous voltages. Such openings include excessively wide cabinet ventilation slots and improperly fitted covers and drawers.
4. Design Alteration Warning:
Never alter or add to the mechanical or electrical design of the ECR. Unauthorized alterations might create a safety hazard. Also, any design changes or additions will void the manufacturer's warranty.
5. Components, parts and wiring that appear to have overheated or that are otherwise damaged should be replaced with parts that meet the original specifications. Always determine the cause of damage or over- heating, and correct any potential hazards.
6. Observe the original lead dress, especially near the following areas: sharp edges, and especially the AC and high voltage supplies. Always inspect for pinched, out-of-place, or frayed wiring. Do not change the spacing between components and the printed circuit board. Check the AC power cord for damage. Make sure that leads and components do not touch thermally hot parts.
7. Product Safety Notice:
Some electrical and mechanical parts have special safety-related characteristics that might not be obvious from visual inspection. These safety features and the protection they give might be lost if the replacement component differs from the original - even if the replacement is rated for higher voltage, wattage, etc.
Components that are critical for safety are indicated in the circuit diagram by shading, () or (). Use replacement components that have the same ratings, especially for flame resistance and dielectric strength specifications. A replacement part that does not have the same safety characteristics as the original might create shock, fire or other hazards.

CAUTION

Danger of explosion if battery is incorrectly replaced.
Replace only with the same or equivalent type recommended by the manufacturer.
Dispose used batteries according to the manufacturer's instructions.

ATTENTION

Il y a danger d'explosion s'il y a remplacement incorrect de la batterie.
Remplacer uniquement avec une batterie du même type ou d'un type équivalent recommandé par le constructeur.
Mettre au rebut les batteries usagées conformément aux instructions du fabricant.

1-2 Servicing Precautions

WARNING: First read the-Safety Precautions-section of this manual. If some unforeseen circumstance creates a conflict between the servicing and safety precautions, always follow the safety precautions.

WARNING: An electrolytic capacitor installed with the wrong polarity might explode.

1. Servicing precautions are printed on the cabinet. Follow them.
2. Always unplug the units' AC power cord from the AC power source before attempting to:
 - (a) Remove or reinstall any component or assembly
 - (b) Disconnect an electrical plug or connector
 - (c) Connect a test component in parallel with an electrolytic capacitor
3. Some components are raised above the printed circuit board for safety. An insulation tube or tape is sometimes used. The internal wiring is sometimes clamped to prevent contact with thermally hot components. Reinstall all such elements to their original position.
4. After servicing, always check that the screws, components and wiring have been correctly reinstalled. Make sure that the portion around the serviced part has not been damaged.
5. Check the insulation between the blades of the AC plug and accessible conductive parts (examples: metal panels and input terminals).
6. Insulation Checking Procedure: Disconnect the power cord from the AC source and turn the power switch ON. Connect an insulation resistance meter (500V) to the blades of AC plug. The insulation resistance between each blade of the AC plug and accessible conductive parts (see above) should be greater than 1 megaohm.
7. Never defeat any of the B+ voltage interlocks. Do not apply AC power to the unit (or any of its assemblies) unless all solid-state heat sinks are correctly installed.
8. Always connect an instrument's ground lead to the instrument chassis ground before connecting the positive lead; always remove the instrument's ground lead last.

1-3 Precautions for Electrostatically Sensitive Devices (ESDs)

1. Some semiconductor (solid state) devices are easily damaged by static electricity. Such components are called Electrostatically Sensitive Devices (ESDs); examples include integrated circuits and some field-effect transistors. The following techniques will reduce the occurrence of component damage caused by static electricity.
2. Immediately before handling any semiconductor components or assemblies, drain the electrostatic charge from your body by touching a known earth ground. Alternatively, wear a discharging wrist-strap device. (Be sure to remove it prior to applying power - this is an electric shock precaution.)
3. After removing an ESD-equipped assembly, place it on a conductive surface such as aluminum foil to prevent accumulation of electrostatic charge.
4. Do not use Freon-propelled chemicals. These can generate electrical charges that damage ESDs.
5. Use only a grounded-tip soldering iron when soldering or unsoldering ESDs.
6. Use only an anti-static solder removal device. Many solder removal devices are not rated as anti-static; these can accumulate sufficient electrical charge to damage ESDs.
7. Do not remove a replacement ESD from its protective package until you are ready to install it. Most replacement ESDs are packaged with leads that are electrically shorted together by conductive foam, aluminum foil or other conductive materials.
8. Immediately before removing the protective material from the leads of a replacement ESD, touch the protective material to the chassis or circuit assembly into which the device will be installed.
9. Minimize body motions when handling unpackaged replacement ESDs. Motions such as brushing clothes together, or lifting a foot from a carpeted floor can generate enough static electricity to damage an ESD.

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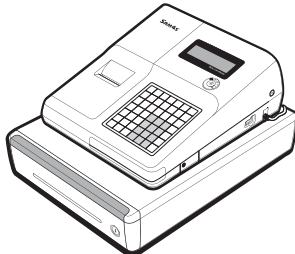
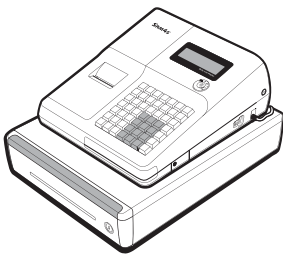
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Introduction

About the ER-260EJ/ER-265EJ

Congratulations! You have selected a very flexible electronic cash register designed for years of reliable service. ER-260EJ/ER-265EJ will fit many shops, providing fast transaction processing, security, and detailed sales information.

The ER-260EJ/ER-265EJ features a unique operator screen that allows you to view itemized transaction information, as well as providing on screen programming that is simple and easy to use. This manual includes in instructions for all models. The keyboard configuration defines the model. All other features are same, unless otherwise noted.

Flat Keyboard	Raised Keyboard
 ER-265EJ Flat Keyboard	 ER-260EJ Raised Keyboard

Using This Manual

This manual provides you with a means to use your SAM4s cash register to its fullest potential. It is divided into seven sections:

1. *"Getting Started"* on page 26 provides quick start steps to help you get up and running for basic applications.
2. *"Operations"* on page 29 guides you through basic operation sequences.
3. *"Manager Mode (X Mode)"* on page 68 explains manager controlled functions, along with X reports and balancing information.
4. *"Z Mode"* on page 79 explains how to reset register reports as well as other functions performed in this mode: mix & match discounts, PLU lookups and DataTran operations.
5. *"Service Mode Programming"* on page 83 provides instructions for secure programming – usually done by the installing dealer prior to installation.
6. *"Program Mode Programming"* on page 104 provides complete programming instructions, including PLU, function key programs, and options. This section is recommended for use by storeowners and managers. Call your SAM4s dealer if you find you need programming assistance.
7. *"Sample Reports"* on page 170 provides a sample of each register report.

The SAM4s ER-260EJ/ER-265EJ allows many different user applications; this manual was written with this in mind. Although we have tried to touch on all available options, your specific application may differ.

If you have questions concerning the configuration of your ER-260EJ/ER-265EJ, please contact your authorized SAM4s dealer.

Using Flowcharts

Flowcharts are used to supplement step-by-step instructions throughout this manual. For example: the following flowchart describes how to register \$1.00 into the PLU1 key:



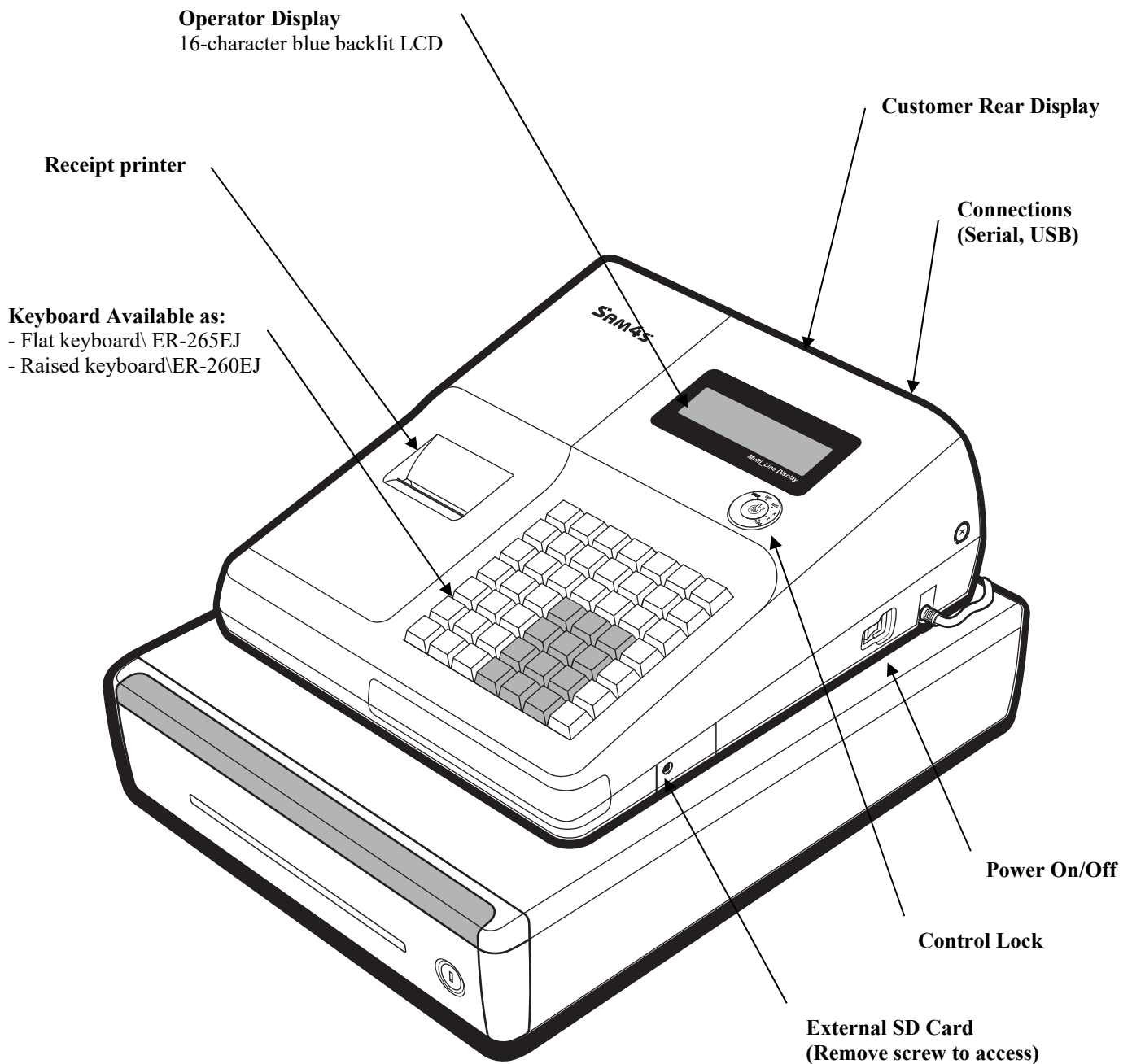
This flowchart means:

1. Press numeric key 1.
2. Press numeric key 0.
3. Press numeric key 0.
4. Press PLU #1.

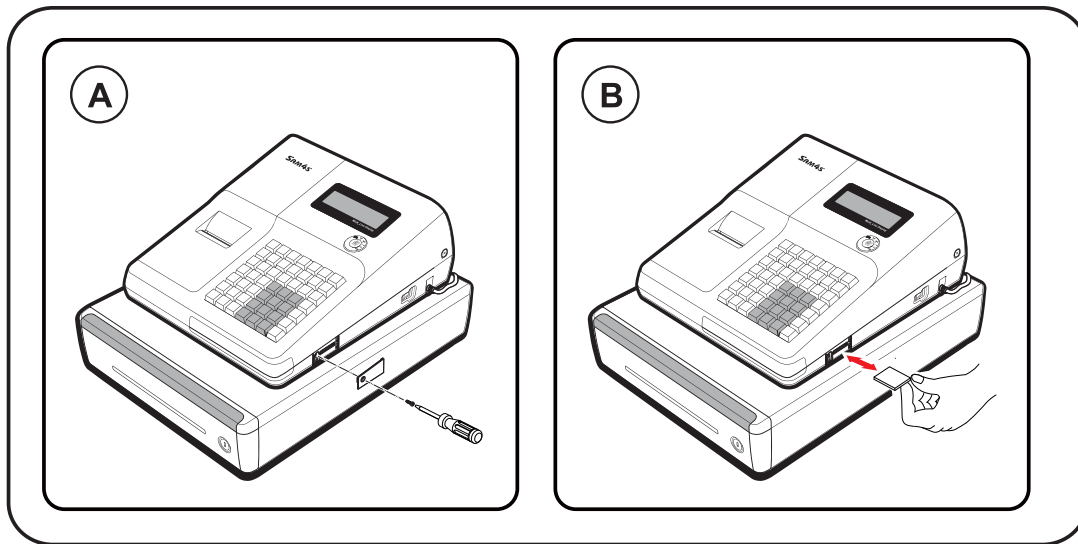
Follow the flowchart from left to right, pressing the keys in the order they are shown. Numeric keypad entries are shown as square keys. PLU and function keys are shown as rectangular keys.

Identifying Components & Connections

Identifying Components

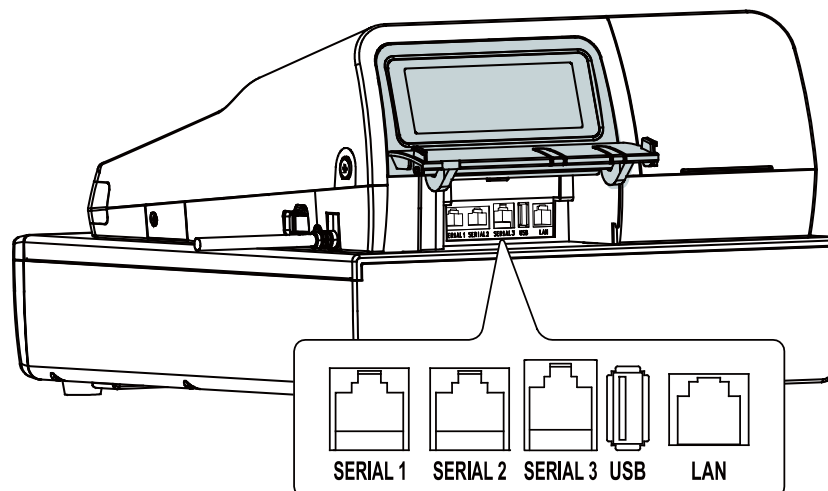


Inserting of External SD Card



- The SD slot is located on the right-hand side.
- Remove the security screw to access the slot.
- Insert or Remove the SD card.

Connections



- The Serial ports can be connected to a PC, kitchen printer, scanner, pole display, scale, EFT device, Datatran, remote journal printer.
- The USB (Device and Host) port can be connected to PC, scanner or memory. For details, see “USB Setting” on page 92.
- The Serial 3 and Ethernet port (LAN) are options.

Programmable Features

- Memory Allocation System supports maximums of:
 - ⇒ Over 8,000 Price Look Ups (PLU's)
 - ⇒ Up to 99 clerks with separate report totals
 - ⇒ Up to 99 PLU Group totals
 - ⇒ Up to 2 Price levels for each PLU
 - ⇒ Up to 15,000 lines of electronic journal
- Up to 5 PLU modifier keys (i.e. small, medium, and large)
- 24-character programmable descriptors for PLU's and functions
- Four tax rates with value added tax (VAT) and ADD-ON capability.
- Programmable functionality for each key location
- 24-hour real-time clock with automatic day and date change
- Check, Cash, and up to 8 charge tender functions
- Currency conversion capability for up to 4 foreign currencies
- Training mode
- Programmable discount/surcharge/coupon keys
- Error Correct, Void, and Cancel Transaction functions
- Macro, Price Inquiry, Promo and Waste functions
- Management X and Z reports
- Electronic Journal capability
- 6-line programmable preamble and postamble messages
- Programmable descriptors for financial and clerk reports
- Up to 100 Mix & Match discounts

Display

The operator display on the ER-260EJ/ER-265EJ comes with a 192 x 64 Graphic blue backlit LCD or 2-Line 16-character blue backlit LCD.

As items are registers, the item description will display on the first line; price and quantity information will display on the second line. Additional information and error messages will display as appropriate and may be accompanied by an error tone.

Register Mode

Note: The “CLOSED” message will display if a clerk is not signed on.

REGISTER MODE CLOSED

Once a clerk is signed on, “REGISTER MODE” displays:

REGISTER MODE 0.00

Void Mode

Note: The “CLOSED” message will display if a clerk is not signed on.

VOID MODE CLOSED

Once a clerk is signed on, “VOID MODE” displays:

VOID MODE 0.00

Manager Mode (X)

MANAGER MODE 0.00

◆ Press the **CASH** to display X mode.

X MODE 1.X REPORTS

Z Mode

Z MODE 1.Z REPORTS

Program Mode (P)

PROGRAM MODE 1.PLU

Service Mode (S)

SERVICE MODE 1.SELF TEST

Using Display Menus

Manager (X), Z, Program and Service Modes use menus to allow access to additional functions. The menu system allows you to find specific reports or program settings without the need to consult a manual.

On the default keyboard, the **↓CHARGE1** and the **↑CHARGE2** allow you to scroll up and down through available options on the menu.

For example: review the Z mode menu:

Turn key to **Z Mode**

Z MODE
1 . Z REPORTS

Press **↓CHARGE1** to display the next option or press **↑CHARGE2** to return to previous option.

Z MODE
2 . RESET E . J .

Or, press the numeric digit, i.e. **4** as a shortcut to advance to the fourth item on the menu list.

Z MODE
4 . CONNECT SERVER

After you select the appropriate item, press **CASH** to enter the selected function.

Note: If you or your installer has customized the keyboard the original locations of the **↓** and **↑** keys provide the scroll down and scroll up functions, without regard to any new function assigned to those locations.

Manager Mode (X)

MANAGER MODE 0.00

- ◆ Press the **CASH** to display X mode.

X MODE 1.X REPORTS

Z Mode

Z MODE 1.Z REPORTS

Program Mode (P)

PROGRAM MODE 1.PLU

Service Mode (S)

SERVICE MODE 1.SELF TEST

Printer/Printers

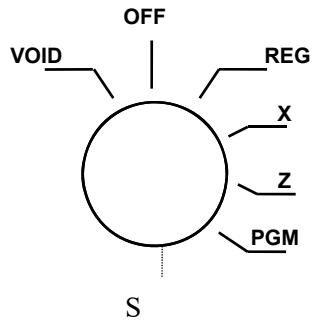
To load paper into the printer, see “Installing the Paper” on page 27.

Printer Specifications

Paper		58mm Thermal Paper
Paper Loading:		Drop-in Loading
Paper Diameter:		70 Ø_max (Not use spool winding) 50 Ø_max (Use spool winding)
Print Speed:	Normal	50mm/s
	Max	70mm/s
Paper end sensor		YES

Control Lock

The control lock has 7 positions, accessed with 5 keys. Each ECR is shipped with two full sets of keys.



VOID Use to void (correct) items outside of a sale.

OFF The register is inoperable.

REG Use for normal registrations.

X Use to read register reports.

Z Use to read register reports and reset totals to zero.

PGM Use to program the register.

S Use for secure programs and dealer access.

Before performing any Register Mode operations, a clerk must be signed on. See “Clerk Sign-On/Sign-Off” for a description of clerk operations.

Control Keys

All ER-260EJ/ER-265EJ cash registers include two sets of keys that may be used to access the following control lock positions.

<u>Key</u>	<u>Positions Accessible</u>
REG	OFF, REG
VD	VOID, OFF, REG, X
Z	VOID, OFF, REG, X, Z
P	VOID, OFF, REG, X, Z, PGM
C	ALL POSITIONS

Note: Keys may be removed from the control lock in the OFF or REG positions.

Keyboards

ER-260EJ Keyboard Versions

The ER-260EJ (*raised key*) keyboard is shown below with the default legends and key assignments. This configuration has 15 keyboard NLU locations. Programmable key locations are shown with a bold border.

↑ FEED	RCPT ON/OFF	TAX	#/NS	RA	PO	CLERK
%1	%2	%3	ERROR CORR SKIP	VOID ←	RETURN	↑CHARGE2
CLEAR	X/TIME	PLU	1 \$ £ €	6 DOUBLE	11 CAPS	↓CHARGE1
7	8	9	2 PQR	7 STUV	12 WXYZ	CHECK
4	5	6	3 GHI	8 JKL	13 MNO	SUB TOTAL
1	2	3	4 % - " ? !	9 ABC	14 DEF	CASH
0	00	.	5 SP* + @	10 : , &	15 . (-)	

Note: The **CHARGE1**, **CHARGE2** and **VOID** keys, are used for navigating through the **X – Z – P** and **S-Mode** screens. These key locations revert to their navigation operations, Cursor ↓ ↑ ← when used in the **X – Z – P** and **S-Mode**.

The receipt **FEED** key, **CLEAR** key and **NUMERIC** keypad keys cannot be changed.

ER-265EJ Keyboard Versions

The ER-265EJ (*flat key*) keyboard is shown below with the default legends and key assignments. This configuration has 15 keyboard NLU locations. Programmable key locations are shown with a bold border.

PAPER FEED	RCPT ON/OFF	TAX	#/NS	PO	RA	CLERK
%1	%2	%3	ERROR CORR SKIP	VOID ←	RETUR N	↑CHARGE 2
CLEAR	X/TIME	PLU	1 \$ ■ £ €	6 DOUBL E	11 CAPS	↑CHARGE 1
7	8	9	2 PQR	7 STUV	12 WXYZ	CHECK
4	5	6	3 GHI	8 JKL	13 MNO	SUB TOTAL
1	2	3	4 % - ? !	9 ABC	14 DEF	CASH / TEND
0	00	.	5 SP* + @	10 : , &	15 .(-)	

Key Descriptions

Key	Description
PAPER FEED	Press to advance then printer paper.
Numeric Keypad: 0-9 and 00	Use the numeric keypad to enter amounts, other numeric values.
CLEAR	Press to clear numeric errors made on keyboard prior to pressing the registration key or to stop the error alarm when incorrect entries are made.
NLU/PLU Keys	There are 15 NLU/PLU keys on the keyboard to register different types of merchandise. Departments may be used to accept open priced entries, or may be programmed to register preset prices
#/NS	Press to open the cash drawer when you have not already started a transaction. Also, may be used to print any number (up to 8 digits) on the printer paper.
X/TIME	Enter a quantity, then press the X/TIME key to enter multiple items; is also used to enter “split pricing” items, such as 1 item at 3 for \$.89.
VOID	Press to void (or erase) the last item entered. You can also void an item previously entered within a transaction by pressing SUBTOTAL , then VOID then re-entering the item you wish to correct.
RETURN	If you wish to return or refund an item, press Return Merchandise, then re-enter any item you wish.
- (MINUS)	Register a negative amount by entering a price, then pressing the - (MINUS) key. For example, you can enter bottle returns or coupons using the - (MINUS) key.
CANCEL	Press to void (or erase) all items entered thus far in any transaction.
C/CONV	Press the Currency Conversion key to convert the sale subtotal into an equivalent value in foreign currency. You must first program foreign currency exchange rates. See “CURRENCY CONVERSION 1-4 Key Function Options” on page 131.
%1 ~ 3%	Use the Percent keys to add a percentage surcharge or subtract a percentage from an item or the subtotal of the sale. You can enter the amount of the percentage before pressing the -% or +% keys, or you can program a preset percentage if you are consistently using the same percentage. See “%1 -%5 Function Options” on page 124 to set a preset percentage.
PLU	Use to register a Price Look Up (PLU).
RA	Use to accept cash into the cash drawer when you are not actually selling merchandise. For example, use the Received on Account key to accept payments for previously sold merchandise or record loans to the cash drawer.
PO	Use to track cash paid out for merchandise or to record loans from the cash drawer.
TAX	Press to reverse the programmed tax status of a department key. For example, by using the TAX key prior to registering a taxable item, the item will be sold without sales tax added.

. (Decimal)	Use the Decimal key to enter fractions of percentages. For example, to enter a one third off discount, enter 3 3 . 3 3 before pressing the -% key.
CLERK	Used to sign on or sign off a clerk if you have decided to use a clerk sales tracking system. See “Clerk Programming - Reference Information” on page 154.
SUBTOTAL	Press to see the subtotal of a sale.
CHARGE	Press to total a transaction paid by charge or credit card.
CHECK	Press to total a transaction paid by check. Also, if the check amount is over the amount purchased, enter the amount of the check, then press the CHECK key. The drawer will open and the cash change will be computed.
CASH/TEND	Press to total a transaction paid by cash. Also, if the cash amount tendered is over the amount purchased, enter the amount of the tender, then press the CASH/TEND key. The drawer will open and the cash change will be computed.
ADD CHECK	Press when you wish to issue a receipt, but not yet pay for the sale. For example, one person may wish to pay for two guest checks at a restaurant, or one person may pay for two admissions, where separate receipts are required for each person.

Initial Clear

CAUTION: Do not share this information with unauthorized users. This procedure will not affect register programming, or clear previously stored totals in RAM memory.

The initial clear function allows you to exit any register activity and return to a beginning or cleared state. Any transaction that is in progress will be exited and totals for that transaction will not be updated.

Here are some reasons you may want to perform an initial clear:

- The register is in an unknown state, and you wish to exit the current program or transaction without following normal procedures.
- You have performed a function that includes a compulsory activity and you wish to bypass the compulsion.
- An initial clear may be necessary as part of servicing or troubleshooting.

Perform this procedure only as necessary. Contact your SAM4s dealer first if you have questions about operating or programming your SAM4s ER-260EJ/ER-265EJ.

To Perform an Initial Clear:

1. Move to the **PROGRAM MODE**.
2. Turn the power switch located on the right side of the register to the **OFF** position.
3. Press and hold the key position where the **SUBTOTAL** key is located on the default keyboard layout.
4. While continuing to hold the **SUBTOTAL** key, turn the power switch to the **ON** position. When the "INITIAL CLEAR" message displays release the **SUBTOTAL** key.

INITIAL CLEAR
ENTER CASH KEY

5. Press the **CASH** key.

ARE YOU SURE?
Y=CASH N=CLEAR

6. Press the **CASH** key. The message "INITIAL CLEAR OK!" prints when the initial clear is complete. To resume operations, you will need to sign on a clerk.

Getting Started

Quick Start Steps

SAM4s ECRs are designed to work out-of-the-box. You can sign on a clerk, enter amounts and finalize a sale. Most functions are active and ready to use.

Use the Quick Start Instructions provided here to prepare your ER-260EJ/ER-265EJ ECR for entering a program. Because the ER-260EJ/ER-265EJ features on-screen programming, the dealer or user can simply follow the menus presented when the mode is moved to the **PROGRAM MODE**. Detailed programming steps and reference information is found in the Program section of this manual.

Steps In this chapter:

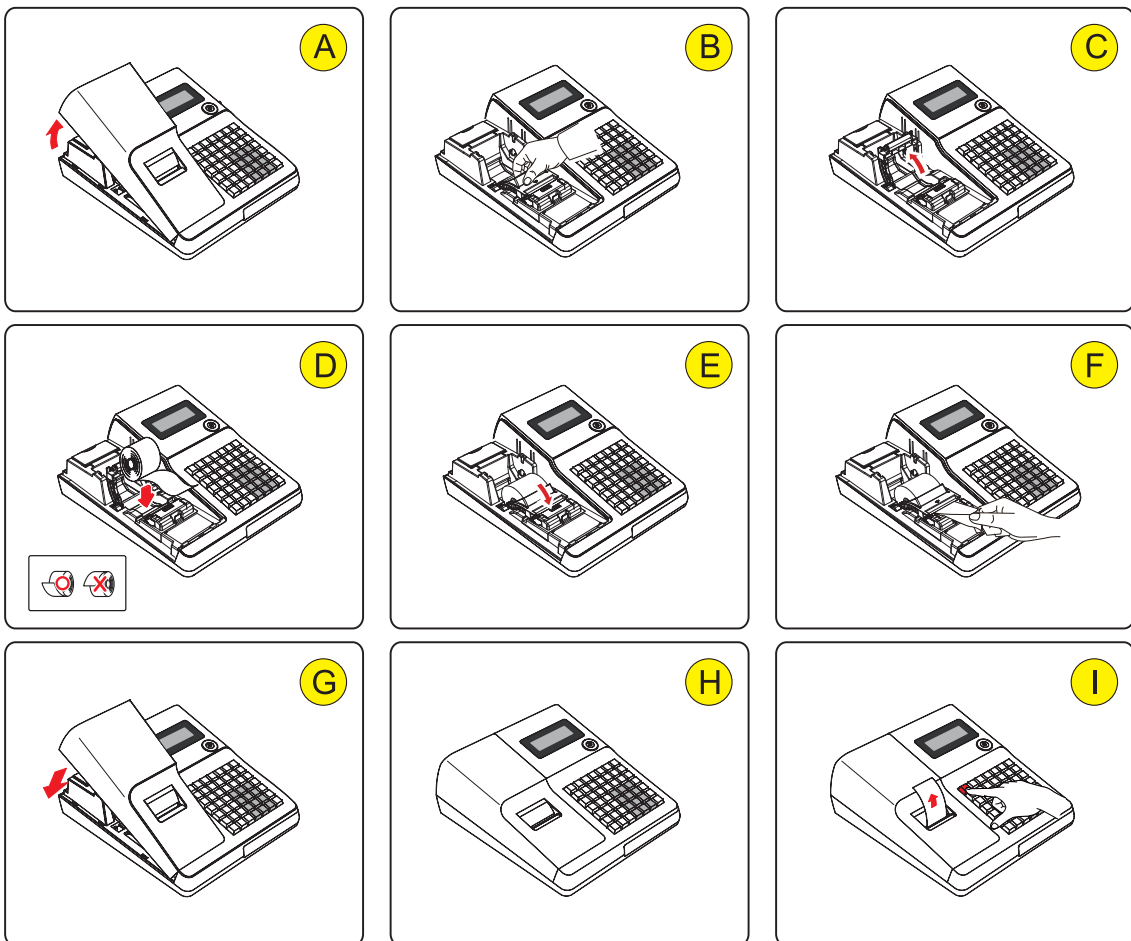
1. Unpacking
2. Installing the Paper
3. Clearing All Memory

Unpacking

- Unpack and unwrap the cash register.
- Locate the paper roll.
- Plug the register into a grounded outlet, turn the power switch on.

Installing the Paper

1. Remove the printer cover. Figure (A)
2. Lift up to open the paper cover. Figure (B) (C)
3. Ensure that the paper is being fed from the bottom of the roll and then close the paper cover slowly until it locks firmly. Figure (D)
4. Pass the leading edge of the paper through the tear-bar slot. Tear off the excess paper. Replace the printer cover. Figure (E) (F)
5. Replace the printer cover. Figure (G) (H)
6. Press the feed button to ensure paper feeds out of well. Figure (I)



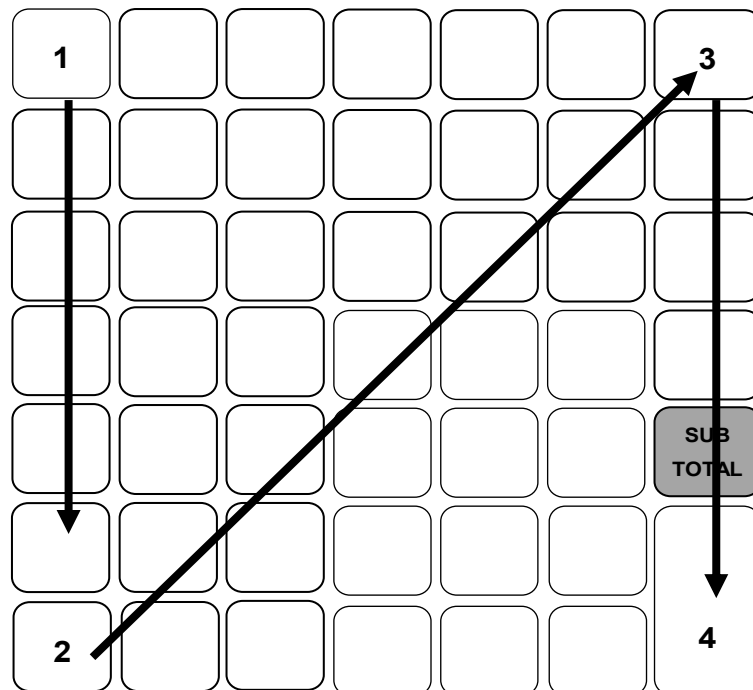
Clearing Memory

Before you use your ER-260EJ/ER-265EJ ECR for the first time, you **must** perform a memory all clear to ensure that all totals and counters are cleared and that the default program is installed.

CAUTION: The procedures described in this area are security sensitive. Clearing the memory on the ER-260EJ/ER-265EJ after the register is put into service will erase all programming as well as all totals and counters. Do not share this information with unauthorized users and distribute the “SERVICE MODE” access key only to those you may want to perform these functions.

NOTE: The ER-260EJ/ER-265EJ/265EJ have EMV Integrated Payment capability. An SD card is required for EMV; if not using EMV press **CLEAR** to Bypass the ‘SD Required’ error message.

1. Move to the **SERVICE MODE**.
2. Turn the power switch located on the right side of the register to the **OFF** position.
3. Press and hold the key position where the **SUBTOTAL** key is located on the default keyboard layout.
4. Continue to hold the appropriate key while turning the power switch to the **ON** position. The message “**RAM ALL CLEAR**” displays.
5. Press the **Upper Left** key of the keyboard, then the **Lower Left** key, then the **Upper Right** key, and finally press the **Lower Right** key in sequence.



6. The SERVICE MODE menu displays. The RAM Clear procedure is complete and the receipt prints the model and version information.

Operations

Overview

ER-260EJ/ER-265EJ is designed for easy sale operation. Each model has 15 keyboard PLU's for easy sales operation for open priced items or can be set with preset prices.

The following procedures are done from the Register Mode menu:

- Clerk Operations
- Item Registrations
- Shifting or Exempting Tax
- Percent Key Operations
- Return Merchandise Registrations
- Voids and Corrections
- No Sale Operations
- Received On Account Operations
- Paid Out Operations
- Subtotaling a Sale
- Totaling and Tendering
- Not Found PLU

Function Key Descriptions

Keys are listed in alphabetical order. Many of the keys described below are not included on the default keyboard. See “Function Key Assignment” on page 89 to add or change programmable keys.

Function Key	Description
#/NS	Use as a non-add key to print a numeric entry (up to 9-digits) on the receipt and journal. This entry will not add to any sales totals. The #/NS key is also used to open the cash drawer without making a sale.
X/TIME	Use to multiply a quantity of items or calculate split pricing on PLU entries.
00, 0-9, DECIMAL	Use to make numeric entries in REG , X , Z , VOID , or P positions. The decimal key is used for decimal or scale multiplication, when setting or entering fractional percentage discounts, or when programming fractional tax rates. Do not use the decimal key when making amount entries into PLU's.
ADD CHECK	Use to combine individual trays (such as in a cafeteria situation). Each tray subtotal can advance the consecutive number, depending on programming.
CANCEL	Cancels a transaction without updating PLU, or function key totals. The Cancel function may only be used prior to tendering. Once tendering begins, the Cancel function may no longer be used. The CANCEL key corrects the appropriate totals and counters and the Financial report records total of transactions canceled.
CASH	Use to finalize cash sales. Calculates the sale total including tax and opens the cash drawer. Change computation is allowed by entering an amount before pressing the CASH key. The cash drawer will open only if the amount tendered is equal to or greater than the total amount of the sale. Post tendering is also available should a second change calculation be necessary. Re-enter the tendered amount and press the CASH key to show the new change computation. Press the CASH key a second time to issue a buffered receipt when the receipt on/off function is OFF.
CHECK CASHING	Use to exchange a check for cash. Cash-in-drawer and check-in-drawer totals are adjusted.
CHECK ENDORSEMENT	Use to print a check endorsement message on an optional slip printer. A programmable message up to 10 lines can also be printed.
CHECK	Use to finalize check sales. Calculates the sale total including tax, finalizes the sale, and opens the cash drawer. Change computation is allowed by entering an amount before pressing the CHECK key. The cash drawer will open only if the amount tendered is equal to or greater than the total amount of the sale. Change issued will be subtracted from the cash-in-drawer total.
CHARGE (1-8)	Use to finalize charge sales. Calculates the sale total including tax, finalizes the sale, and opens the cash drawer. Change computation is allowed by entering an amount before pressing the CHARGE key. The cash drawer will open only if the amount tendered is equal to or greater than the total amount of the sale. Change issued will be subtracted from the cash-in-drawer total.
CLEAR	Use to clear entries made into the 10-key numeric pad or X/TIME key before they are printed. Clear is also used to clear error conditions.

Function Key	Description
CLERK	<p>The register will not operate in register mode unless a clerk has been signed on. Direct or secret code sign on procedures accomplishes clerk sign-on.</p> <p>All entries made on the register will report to one of the 10 clerk totals. When a clerk is signed on, all entries following will add to that clerk's total until another clerk is signed on.</p> <p>To sign a clerk off, enter 0 (zero) and then press the CLERK key. The "CLOSED" message displays. The register cannot be operated until another clerk is signed on. The current clerk must first be signed off before another clerk may be signed on.</p>
CONV (1-4)	<p>The currency conversion function, allowed after subtotal, converts and displays the new subtotal at a preprogrammed exchange rate. Tendering is allowed after using the currency conversion function. Change is calculated and issued in home currency. The amount of foreign currency tendered is stored in a separate total on the Financial report, but not added to the drawer total.</p>
ERROR CORR	<p>Use to correct the last entry. The ERROR CORR key corrects the appropriate totals and counters.</p>
LEVEL (1-2)	<p>Price Level keys shift the price PLU that is being registered. Levels can be stay down; pop-up after each item to register, for example: large, medium or small soft drink; pop-up after each transaction to register, For example: toppings of various pizza sizes.</p>
MACRO (1-10)	<p>Macro keys may be programmed to record, and then later perform, up to 50 keystrokes. For example: a macro key could be set to tender (preset tender) a common currency, such as \$5 into the cash key.</p>
RETURN	<p>Used to return or refund merchandise. Returning an item will also return any tax that may have been applied.</p>
RECEIPT ON/OFF	<p>When 'OFF' no receipt will print during a sale. (If the receipt is off, a buffered receipt is available by pressing the CASH key a second time.)</p>
MODIFIER (1-5)	<p>A modifier key alters the next PLU registered, either by changing the code number of the PLU so that a different item is registered, or by adding the modifier descriptor (and not changing the code of the subsequent PLU.)</p>
PAID OUT (1-3)	<p>Use to record money taken from the register to pay invoices, etc. The paid-out amount subtracts from the cash-in-drawer total. Paid outs are allowed outside of a sale only.</p>
PLU	<p>The PLU key is used to register price lookups by number entry. PLU's can be programmed open or preset, and positive or negative.</p>
%1 - %5	<p>Up to five % keys may be placed on the keyboard. Each % key is set with a specific function, such as item discount or surcharge, or sale discount or surcharge. The percent rate may be entered or preprogrammed, or the percent keys can be programmed with a negative open or preset price, thus acting as coupon keys.</p>
PRICE CHANGE	<p>Use to change the price of a PLU in register mode.</p>
PRICE INQUIRY	<p>Use to display the price of a PLU without registering the price.</p>

Function Key	Description
PROMO	The PROMO key allows you to account for promotional items, as in "buy two, and get one free". Pressing this key will remove an item's cost from the sale, but will include the sale of the item in the item's sales counter.
FEED	Advances the receipt paper one line, or continuously until the key is released.
RECD ACCT (1-3)	The RA (received on account) key is used to record media loaned to the cash drawer, or payments received outside of a sale. The cash drawer will open. The amount received adds to the cash-in-drawer total.
SCALE	Use to make weight entries. When a scale is attached, press the SCALE key to show the weight in the display, then press (or enter) a PLU to multiply the weight times the price. When a scale is not attached, you can manually enter the weight (using the decimal key for fractions). PLU's may be programmed to require an entry through the scale key.
SUBTOTAL	Displays subtotal of sale including tax. The SUBTOTAL key must be pressed prior to a sale discount or sale surcharge.
TARE	Tares are container weights. If you are using the scale function, you can preset up to 5 different tare weights. The tare can be subtracted automatically when a specific PLU is registered, or the tare can be subtracted by manually inputting the tare number and pressing the TARE key. Tare #5 can be programmed for entering tare weights manually.
TAX EXEMPT	Press the TAX EXEMPT key to exempt tax 1, tax 2, tax 3, and/or tax 4 from the entire sale.
TAX SHIFT (1-4)	When pressed before a PLU entry, the tax shift keys reverse the tax status of the PLU, i.e., a PLU with non-tax status would become taxable or a PLU with tax status would become non-taxable.
VOID	Use to correct an item entered earlier within a sale. The VOID key corrects the appropriate totals and counters. To correct the last item, use the ERROR CORR key. For Transaction Void operations, voids outside of a sale, use the VOID MODE . The Financial report records separate totals for each type of void.
WASTE	Allows control of inventory by accounting for items that must be removed from stock due to spoilage, breakage or mistakes. Press the WASTE key before entering wasted items, and then press the WASTE key again to finalize. The WASTE key may be under manager control, requiring the mode to be in the MANAGER MODE . The WASTE key is not allowed within a sale.
VALIDATION	Press to initiate a single line validation. Note: An optional printer with validation capability must be attached to the ER-260EJ/ER-265EJ and identified.

Clerk Operations

The number of clerks available is determined by memory allocation. (The default configuration provides 10 clerks.) See “Memory Allocation” on page 88 to set the number of clerks as well as other memory variables.

You can choose a direct sign-on or code entry clerk system:

- You can provide maximum security in a multiple clerk system with the code entry system. Enter the clerk secret code, and then press the **CLERK** key to sign on the register.
- You can sign off a clerk by entering **0**, then pressing the **CLERK** key.

You can also select stay down or pop-up mode for clerk operation:

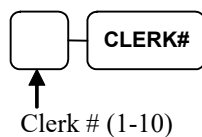
- Stay down means that once a clerk is signed on, the same clerk will remain signed on until the clerk signs off. A stay down clerk system might be used when only one operator uses the register at a time and a different operator begins when a work shift is changed.
- Pop-up means that the clerk is automatically signed off at the end of each transaction. To begin a transaction, you must first sign a clerk on. A pop-up clerk system might be used in a department store, where several clerks use the register during the same shift and clerk sales information is required.

See “SYSTEM” of “Options Programming” in the “Program Mode Programming” chapter to set clerk options.

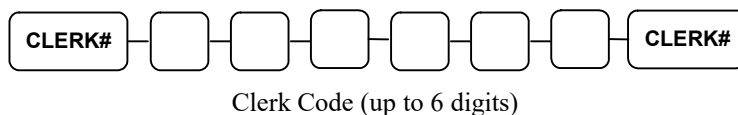
Clerk Sign on Instructions

When a clerk is not signed on, the message "CLOSED" is shown on the display. Note that the current clerk must be signed off before a new clerk can be signed on.

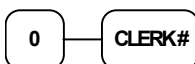
Direct Sign-on



Code Entry



Clerk Sign off Instructions



Item Registrations

All registrations are accumulated into PLU's. Keyboard PLU's are fixed keys on the keyboard (like traditional department keys) that access specific PLU's.

- Traditional code-entry PLU's can also be registered by entering the PLU number and pressing the PLU key.
- If optional scanning is implemented, the PLU number corresponds to the UPC number and a PLU is registered when an item is scanned.

As you make item registrations, you can follow your entries by viewing the display. Remember that the sale and tax totals are updated automatically with each entry.

Keyboard PLU Entries

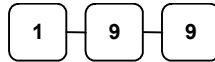
As you make PLU registrations, you can follow your entries by viewing the display.

In the following examples:

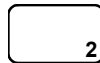
- PLU1 is programmed with a preset price of \$1.99 and is taxable by Tax 1.
- PLU2 is programmed for open entries.
- PLU3 is programmed with a preset price of \$2.99 and is taxable by Tax 1.
- PLU5 is programmed with a preset price of \$1.29 and is taxable by Tax 1.
- PLU6 is programmed with a single item of \$6.00.
- PLU7 is programmed for gallonage calculation.
- Tax 1 is programmed at 6%.

Open Keyboard PLU Entry

1. Enter an amount on the ten-key pad. *Do not use the decimal key.* For example: for \$1.99, enter:



2. Press a PLU key. Example: press **PLU 2**

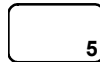


THANK-YOU		
CALL AGAIN		
03/22/2017 TUE	08:33	
PLU2 T1	\$1.99	
TOTAL	\$1.99	
CASH	\$1.99	
CLERK 01	000011	00001

Preset Price Keyboard PLU

A preset PLU registers the price that was previously programmed for the PLU. See "*PLU Programming*" in the "Program Mode Programming" chapter to program preset prices.

1. Press a preset PLU key. For example: press **PLU 5**



THANK-YOU		
CALL AGAIN		
03/22/2017 TUE	08:33	
PLU5 T1	\$1.29	
TAX1	\$0.08	
TOTAL	\$1.37	
CASH	\$1.37	
CLERK 01	000012	00001

Gallonage PLU Entry

1. Enter the total fuel purchase on the ten-key pad. *Do not use the decimal key.* For example: for \$20.00, enter:



2. Press a PLU key set to gallonage function. For example: press **PLU 7**

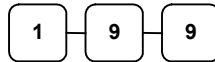


THANK-YOU		
CALL AGAIN		
03/22/2017 TUE	08:33	
GAL CNT	#5.26	
GAL AMT	@ 3.799	
PLU7	\$20.00	
TOTAL	\$20.00	
CASH	\$20.00	
CLERK 01	000013	00001

Keyboard PLU Repeat Entry

Open or preset price PLU's can be repeated as many times as necessary by pressing the same PLU again. The number of times the item is repeated is shown on the display.

1. Enter an amount on the ten-key pad. Do not use the decimal key. For example: for \$1.99, enter:



2. Press a PLU key. Example: press **PLU 1**



3. To register a second item exactly as the first, press the PLU key a second time. For example: press **PLU 1**



THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$1.99
PLU1 T1		\$1.99
TAX1		\$0.24
TOTAL		\$4.22
CASH		\$4.22
KELLY S.	000014	00001

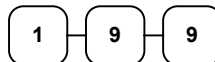
Keyboard PLU Multiplication

When several of the same items are to be entered, you can use multiplication. You can enter a quantity (1 to 999.999) using the **X/TIME** key. You can multiply open or preset PLU's.

1. Enter the quantity of items being purchased; press the **X/TIME** key. For example: enter **4** on the numeric key pad and press the **X/TIME** key:



2. Enter an amount on the ten-key pad. Do not use the decimal key. For example: for \$1.99, enter:



3. Press a PLU key. Example: press **PLU 1**



THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
4X	@1.99	
PLU1 T1		\$7.96
TAX1		\$0.48
TOTAL		\$8.44
CASH		\$8.44
KELLY S.	000015	00001

Keyboard PLU Multiplication with Decimal Point

If you are selling items by weight, or if you are selling yard goods, you can multiply a fraction of a unit.

1. Enter the amount with the decimal point; press the **X/TIME** key. For example: for 3.75 pounds of produce, enter:

3 . 7 5 **X/TIME**

2. Enter an amount on the ten-key pad. *Do not use the decimal key.* For example: if the price is \$0.99 per pound, enter:

9 9

3. Press a PLU key. Example: press **PLU 1**

1

THANK-YOU CALL AGAIN		
03/22/2017 TUE	08:33	
3.75X	@0.99	
PLU1 T1		\$3.71
TAX1		\$0.22
TOTAL		\$3.93
CASH		\$3.93
CLERK 01	000016	00001

Split Pricing (Keyboard PLU)

When items are priced in groups, i.e. 3 for \$1.00, you can enter the quantity purchased and let the register calculate the correct price.

1. Enter the quantity purchased; press the **X/TIME** key. For example: enter:

2 **X/TIME**

2. Enter the quantity of the group price; press the **X/TIME** key. For example: if the items are priced 3 for \$1.00, enter:

3 **X/TIME**

3. Enter an amount on the ten-key pad. For example: if the items are priced 3 for \$1.00, enter:

1 0 0

4. Press a PLU key. Example: press **PLU 1**

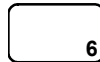
1

THANK-YOU CALL AGAIN		
03/22/2017 TUE	08:33	
2 @ 3FOR	@1.00	
PLU1 T1		\$0.67
TAX1		\$0.04
TOTAL		\$0.71
CASH		\$0.71
CLERK 01	000017	00001

Single Item Keyboard PLU

Single item PLU's automatically total as a cash sale immediately after registration. Use single item PLU's for speedy one item sales. For example: if you are selling admission tickets, and all ticket sales are one item sales, you can use an open or preset PLU. After each registration, the drawer will immediately open, and a separate transaction receipt is printed. See "*PLU Programming*" to program a single item PLU.

1. Press a single item preset PLU key (or enter a price and press a single item open PLU key.) For example: press **PLU 6**



THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU6		\$6.00
TOTAL		\$6.00
CASH		\$6.00
CLERK 01	000018	00001

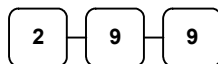
Open Code Entry PLU

If the PRESET status of a PLU is set to N (no), the PLU will operate as an open PLU. See "*PLU Programming*" to program PLU descriptors and options.

1. Enter the PLU number; press the PLU key.
For example: enter:



2. The display will prompt "ENTER PRICE". Enter an amount on the ten-key pad. *Do not use the decimal key.* For example: for \$2.99, enter:



3. Press the **PLU** key again.



THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2 T1		\$2.99
TAX1		\$0.18
TOTAL		\$3.17
CASH		\$3.17
CLERK 01	000019	00001

Preset Price Code Entry PLU

1. Enter the PLU number; press the **PLU** key.
For example: enter:

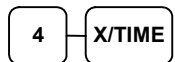


THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1		\$1.29
TAX1		\$0.08
TOTAL		\$1.37
CASH		\$1.37
CLERK 01	000020	00001

Code Entry PLU Multiplication

When several of the same items are to be entered, you can use multiplication. You can enter a quantity (1 to 999.999) using the **X/TIME** key. You can multiply open or preset PLU's.

1. Enter the quantity of items being purchased; press the **X/TIME** key. For example: enter **4** on the numeric key pad and press the **X/TIME** key:



2. Enter the PLU number; press the **PLU** key.
For example: enter:

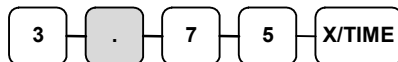


THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
4X	@1.29	
PLU1 T1		\$5.16
TAX1		\$0.31
TOTAL		\$5.47
CASH		\$5.47
CLERK 01	000021	00001

Code Entry PLU Multiplication with Decimal Point

If you are selling items by weight, or if you are selling yard goods, you can multiply a fraction of a unit.

1. Enter the quantity with the decimal point; press the **X/TIME** key. For example: for 3.75 pounds of produce, enter:



2. Enter the PLU number; press the **PLU** key.
For example: enter:



THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
3.75X	@2.99	
PLU3 T1		\$11.21
TAX1		\$0.67
TOTAL		\$11.88
CASH		\$11.88
CLERK 01	000022	00001

Split Pricing Code Entry PLU

When items are priced in groups, i.e. 3 for \$1.00, you can enter the quantity purchased and let the

register calculate the correct price.

1. Enter the quantity purchased, press the **X/TIME** key. For example: enter:



2. Enter the quantity of the group price, press the **X/TIME** key. For example: if the items are priced 3 for \$1.00, enter:



3. Enter the PLU number; press the PLU key. For example: enter:



THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
2@3FOR	@2.99	
PLU3 T1		\$1.99
TAX1		\$0.12
TOTAL		\$2.11
CASH		\$2.11
CLERK 01	000023	00001

PLU Price Inquiry

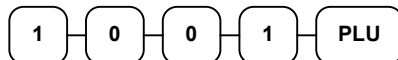
You can check the price of a PLU without registering the PLU by placing a price inquiry function key on the keyboard.

SCREEN EXAMPLE

1. Press the **PRICE INQ** key. The message "PRICEINQ" displays:



2. Press a preset PLU key, or enter a PLU number and press the PLU key:



3. The PLU descriptor and price display on the screen. If the PLU has prices at more than one price level, all prices will be shown.
4. Press **CLEAR** to remove the price information from the screen or enter the PLU again to register the item.

HAMBURGER
1 : 1.25

Modifier Key

Pressing a modifier key alters the next PLU registered, either by changing the code number of the PLU so that a different item is registered, or by just adding the modifier descriptor and registering the same PLU. See "**MODIFIER 1-5**" in the "Program Mode Programming" chapter to determine how the modifier key will affect the PLU entry.

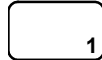
Modifiers can be:

- stay down so that registrations will be modified by the same modifier until another modifier is selected,
- pop-up after each item to register, For example: large, medium or small soft drink, or
- pop-up after each transaction to register the same modification for the item until the transaction is finalized.

See "SYSTEM" of "Options Programming" in the "Program Mode Programming" chapter to select stay down/pop-up status.

Pop-Up Modifier Key Affecting PLU Code

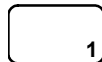
1. Press a preset PLU key. For example: press **PLU 1** with a price of \$1.00.



2. Press the **MOD 1** key. The message "MOD1" displays.



3. Press the same PLU key. In this example the modifier 1 will add the digit 1 to the fourth PLU # position, resulting in the registration of PLU #1001.



4. Press another PLU key. In this example press **PLU 2** with a price of \$1.50.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$1.29
MOD1		
#1001		\$1.25
PLU2		\$1.50
TAX1		\$0.17
TOTAL		\$4.21
CASH		\$4.21
CLERK 01	000024	00001

Price Level Key

If you choose to use the price level feature, you must allocate memory for each level. See “ALLOCATION” in the "Service Mode Programming" chapter. Note that the default program selects one price level. You must also place price level keys on the keyboard. See “Function Key Assignment” in the "Service Mode Programming" chapter.

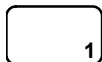
If you use this feature, the same PLU can be given up to 2 different preset prices. Price Level keys shift the price that is being registered. Levels can be:

- **stay down** so that registrations will stay in the selected level until another level is selected,
- **pop-up after each item** to register, For example: large, medium or small soft drink,
- **pop-up after** each transaction to register the same level until the transaction is finalized.

See “SYSTEM” of "Options Programming" in the "Program Mode Programming" chapter to set how the price level keys operate.

Pop-Up Price Level Keys

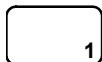
1. Press a preset PLU key. For example: press **PLU 1** programmed with a price of \$1.00 for price level 1.



2. Press the **LEVEL 2** key. The message "LEVEL 2" displays.



3. Press the same PLU key. In this example the **PLU 1** key is programmed with a price of \$2.00 for price level 2.



4. Press another PLU key. In this example press **PLU 2** programmed to register PLU #2 with price level 1. Note that the level 1 price is registered.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$1.00
PLU1 T1		\$2.00
PLU2		\$1.50
TAX1		\$0.18
TOTAL		\$4.68
CASH		\$4.68
CLERK 01	000025	00001

Promo

The **PROMO** key allows you to account for promotional items, as in "buy two, and get one free". Pressing this key will remove an item's cost from the sale, and the promo item will not be added to the PLU sales total, but it is added to the item sales counter. If stock (inventory) reporting is used, the item will be subtracted from inventory.

1. Register an item. For example: press **PLU 1** programmed with a price of \$1.00 for price level 1.

1

2. Press the **PROMO** key. The message "PROMO" displays.

PROMO

3. Enter the item to promo. You cannot enter an item that has not been already registered in this transaction.

1

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$1.00
PROMO		
PLU1 T1		-1.00
TOTAL		\$0.00
CASH		\$0.00
CLERK 01	000026	00001

Waste

The **WASTE** key allows control of inventory by accounting for items that must be removed from stock due to spoilage, breakage or mistakes. Press the **WASTE** key before entering wasted items, and then press the **WASTE** key again to finalize. The **WASTE** key may be under manager control, requiring the mode to be in the **MANAGER MODE**. The **WASTE** key is not allowed within a sale.

1. Press the **WASTE** key. The message "WASTE" displays at the top of the screen.

WASTE

2. Enter the item or items that are wasted.
3. Press the **WASTE** key again to total the wasted items:

WASTE

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
WASTE		
PLU1 T1		\$1.00
PLU2		\$1.50
WASTE		
TOTAL		\$2.50
CLERK 01	000027	00001

Shifting or Exempting Tax

Shifting Tax

PLU's can be programmed to automatically add the appropriate tax or taxes. Occasionally, you may need to sell a normally taxable item without tax, or a normally non-taxable item with tax. You can perform this tax shifting with one of the four tax shift keys.

1. Press the tax shift for the tax you wish to shift. For example: Press **TAX SHIFT 1**:

**TAX 1
SHIFT**

2. Enter an amount on the ten-key pad. *Do not use the decimal key.* For example: for \$2.99, enter:

2 9 9

3. Press a PLU key. For example: press **PLU 1**. If **PLU 1** is normally taxable by tax 1, the registration will be non-taxable.

1

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1		\$2.99
TOTAL		\$2.99
CASH		\$2.99
CLERK 01	000028	00001

Exempting Tax

Occasionally, you may need to exempt tax from an entire sale. For example: you might remove all state and local taxes when you sell merchandise to a church or charitable institution.

You can exempt tax by using the tax shift keys and the **SUBTOTAL** key, or you can use the **TAX EXMT** (tax exempt) function key.

Exempting Tax with Tax Shift Keys

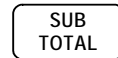
1. Enter an amount on the ten-key pad. Do not use the decimal key. For example: for \$2.99, enter:



2. Press a taxable PLU key. For example: press **PLU 1**:



3. Press **SUBTOTAL**



4. Press the tax shift key (or keys) that represents the tax you wish to shift. For example: to exempt tax 1 press **TAX SHIFT 1**, then press **SUBTOTAL**



5. The display reflects the transaction without added taxes. Total the sale with **CASH**, **CHECK**, or a **CHARGE** function. The sale will not include tax 1.

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
TOTAL		\$2.99
CASH		\$2.99
CLERK 01	000029	00001

Exempting Tax with the Tax Exempt Key

You can program the **TAX EXMT** function to remove all or selected taxes.

1. Enter an amount on the ten-key-pad. Do not use the decimal key. For example: for \$2.99, enter:

2 9 9

2. Press a taxable PLU key. For example: press **PLU 1**:

1

3. Press **SUBTOTAL**:

SUB
TOTAL

4. Press the **TAX EXMT** key (or access the **TAX EXMT** function from a function look up menu key):

TAX
EXMT

5. The display reflects the transaction without added taxes. Total the sale with **CASH**, **CHECK**, or a **CHARGE** function. The sale will not include tax1.

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
TOTAL		\$2.99
CASH		\$2.99
CLERK 01	000030	00001

Percent Key Operations

A total of five % functions are available. The %1~%3 keys are located on the default keyboard of the ER-260EJ/ER-265EJ. Each function is individually programmable to add or subtract, from an individual item or from a sale total, amounts (coupons) or percentages. You can also program the percentage key taxable or non-taxable, so that sales taxes are calculated on the net, or the gross amount of the item or sale. You can also program preset prices or percentages.

The operation examples in this section show the percentage key in a variety of configurations. See "Function Key Programming" in the "Program Mode Programming" chapter to assign a specific function to each percentage key.

Preset Percent Discount on an Item

In this example, the %1 function is preset with a rate of 10 %.

1. Register the item.
2. Press the %1 key:

%1
3. The discount is automatically subtracted.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$10.00
% 1		-10.000%
AMOUNT		-1.00
TOTAL		\$9.00
CASH		\$9.00
CLERK 01	000031	00001

Enter a Percent Discount on an Item

You can also operate the percentage functions by entering the percentage of the discount or surcharge. If necessary, you can enter a fractional percentage up two 3 digits beyond the decimal (i.e. 99.999%).

1. Register the discounted item.
2. Enter the percentage. If you are entering a fraction of a percent, you must use the decimal key. For example: for one third off enter:

3

3

.

3

3

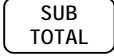


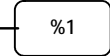
3
3. Press the %1 key:

%1
4. The discount is automatically subtracted.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$10.00
% 1		-33.333%
AMOUNT		-3.33
TOTAL		\$6.67
CASH		\$6.67
CLERK 01	000032	00001

Percent on Sale Total

The percent can be an open or preset amount. In this example, an open percentage surcharge of 15% is applied.

1. Register the items you wish to sell.
2. Press the **SUBTOTAL** key:

3. Enter the percentage, press the appropriate discount key. For example: for 15% enter:
  
4. The surcharge is automatically added.

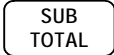



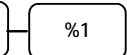
THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$10.00
% 1		15.000%
AMOUNT		\$1.50
TOTAL		\$11.50
CASH		\$11.50
CLERK 01	000033	00001

Coupon on Sale (Vendor Coupon)

When programmed as "amount", "sale", "open" and "negative", a % key will perform a coupon against a sale (or vendor coupon.) Also, depending upon programming:

- You may be allowed to enter only one coupon in a sale, after the **SUBTOTAL** key is pressed,
- You may be allowed to enter multiple coupons, but you must press the **SUBTOTAL** key before each coupon entry, or
- You may be allowed to enter multiple coupons, without first pressing **SUBTOTAL**.

In this example, a coupon may be entered only once, and you must first press **SUBTOTAL**.

1. Register the items you wish to sell.
2. Press the **SUBTOTAL** key:

3. Enter the amount of the coupon, press the appropriate % key. For example:
   
4. The coupon is subtracted.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$10.00
%1		-2.00
TOTAL		\$8.00
CASH		\$8.00
CLERK 01	000034	00001

Coupon on Item (Store Coupon)

When programmed as "amount", "item", "open" and "negative", a % key will perform a coupon against an item (or store coupon.) In this case, you must press the PLU (or enter the PLU number) of the PLU you wish the coupon to be subtracted from.

1. Register the items you wish to sell.
2. Enter the amount of the coupon, press the appropriate % key. For example:

2 0 0 %1

3. Press the PLU key you wish to subtract the coupon from (or enter the PLU number of the PLU you wish to subtract the coupon from and press **PLU**.)

1

4. The coupon is automatically subtracted.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1		\$10.00
PLU1 C		-2.00
TOTAL		\$8.00
CASH		\$8.00
CLERK 01	000035	00001

Return Merchandise Registrations

If you wish to return or refund an item, press **MDSE RETURN**, then re-enter any item. You can return merchandise as part of a sale, or you can return merchandise as a separate transaction and return cash to the customer.

1. Press **RETURN**:

RETURN

2. Enter the price of the item you wish to return, then press the PLU key where it was registered originally.

2 9 9 2

3. Total the sale with **CASH**, **CHECK**, or a **CHARGE** function.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
RETURN * * * * *		
PLU2 T1		-2.99
TAX1 AMT		-0.18
TOTAL		-3.17
CASH		-3.17
CLERK 01	000036	00001

Voids and Corrections

Error Correction (Void Last Item)

This function corrects the last item entered.

1. Register the item you wish to sell.
2. Press the **ERROR CORR** key:

ERROR
CORR

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.29
PLU2		\$1.29
ERRCORR - - - - -		- - - - -
PLU2		-1.29
TAX1 AMT		\$0.14
TOTAL		\$2.43
CASH		\$2.43
CLERK 01	000037	00001

Void Previous Item

This function allows you to correct an item registered previously in a transaction.

1. Register an item. Then register a second item.
2. To correct the first item, press **VOID**:

VOID

3. Enter the price of the first item; then press the PLU key where it was registered originally.

1 2 9 2

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$1.29
PLU1 T1		\$2.29
VOID - - - - -		- - - - -
PLU2		-1.29
TAX1 AMT		\$0.18
TOTAL		\$3.17
CASH		\$3.17
CLERK 01	000038	00001

Cancel

The **CANCEL** key allows you to stop any transaction. Anything registered within the transaction before the **CANCEL** key is pressed is automatically corrected. The **CANCEL** key can be inactivated through programming, see "*Function Key Programming*" in the "Program Mode Programming" chapter, or the key can be programmed to require manager control.

1. Register the items you wish to sell.
2. Press the **CANCEL** key.

CANCEL

```
THANK-YOU
CALL AGAIN

03/22/2017 TUE           08:33

PLU1 T1                  $2.29
PLU2                     $1.50
CANCEL * * * * *
CLERK 01                 000039 00001
```

VOID MODE Operations

You can use the **VOID MODE** to correct any complete transaction. To correct any transaction:

1. Move to the **VOID MODE**.
2. Enter the transaction you wish to correct exactly as it was entered originally in the **REGISTER MODE**. You can enter discounts, voids, returns, tax exemptions or any other function.
3. All totals and counters are corrected as if the original transaction did not take place.

```
THANK-YOU
CALL AGAIN

03/22/2017 TUE           08:33

* * * * * VOID MODE * * * * *
PLU1 T1                  -2.29
PLU2                     -1.00
TAX1 AMT                 -0.18
TOTAL                  -4.17
CASH                   -4.17
CLERK 01                 000040 00001
```

No Sale Operations

Open Drawer

The **#/NO SALE** key will open the cash drawer when you have not already started a transaction. The no sale function can be disabled or placed under manager control through programming, see "*Function Key Programming*" in the "Program Mode Programming" chapter.

1. Press **#/NS**:



2. The drawer will open, and the receipt will print as in the example on the right.

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
NOSALE - - - - -		
CLERK 01	000041	00001

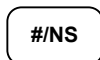
Non Add Number

You can also use the **#/NO SALE** key to print any number (up to 9 digits) on the printer paper. You can enter the number any time during a transaction. For example: if you wish to record a checking account number, enter the number and press the **#/NO SALE** key before totaling the sale with the **CHECK** key.

1. Register the items you wish to sell.
2. Enter the number you wish to record. For example, enter:



3. Press **#/NS**:



4. Press **CHECK**:



THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
NON-ADD#		12345678
TAX1 AMT		\$0.18
TOTAL		\$3.17
CHECK		\$3.17
CLERK 01	000042	00001

Received On Account Operations

You can use one of the received on account functions (**RA1-RA3**) to accept cash or checks into the cash drawer when you are not actually selling merchandise. For example: use received on account to accept payments for previously sold merchandise or record loans to the cash drawer.

1. Press one of the received on account keys (**RA1-RA3**).

RA1

2. Enter the amount of cash received, press **CASH**.

1 0 0 0 CASH

3. Enter the check amount received, press **CHECK**.

1 0 0 0 CHECK

4. Enter the charge amount received, press **CHARGE**.

1 0 0 0 CHARGE

5. You can continue to itemize receipts, or you can finalize by pressing or selecting the same received on account key.

RA1

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
RA1		
CASH		\$10.00
CHECK		\$10.00
CHARGE		\$10.00
RA1		\$30.00
CLERK 01	000043	00001

Paid Out Operations

You can use the **PAID OUT** function to track cash or checks paid out or to record loans from the cash drawer.

1. Press one of the paid out keys (**PO1-PO3**).

P01

2. Enter the amount of cash paid out, press **CASH**.

1 0 0 0 CASH

3. Enter the check amount paid out, press **CHECK**.

1 0 0 0 CHECK

4. You can continue to itemize paid outs, or you can finalize by pressing or selecting the same paid out key.

P01

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE	08:33	
PO1		
CASH		-10.00
CHECK		-10.00
PO1		-20.00
CLERK 01	000044	00001

Subtotaling a Sale

1. Register the items you wish to sell.
2. Press **SUBTOTAL**. The subtotal will display with the message "SUBTOTAL" indicated on the rear display.

SUB
TOTAL

The subtotal can be printed if the print option is set. See "*PRINT* Options" of "Options Programming" in the "Program Mode Programming" chapter.

Totaling and Tendering

There are ten tender functions available to categorize sales. **CASH** and **CHECK** are individual keys on the keyboard. There are also 8 **AUTO-CASH** keys to use as speed tender keys for common cash denomination amounts.

Depending upon how your register is programmed you might find charge keys as individual function keys on the keyboard.

Totaling a Cash Sale

1. Register the items you wish to sell.
2. To total a cash sale, press **CASH**:

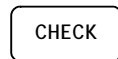


3. The display will indicate the total amount of the cash sale.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$7.96
TOTAL		\$7.96
CASH		\$7.96
CLERK 01	000045	00001

Totaling a Check Sale

1. Register the items you wish to sell.
2. To total a cash sale, press **CHECK**:



3. The display will indicate the total amount of the cash sale.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$7.96
TOTAL		\$7.96
CHECK		\$7.96
CLERK 01	000046	00001

Tendering a Cash Sale

1. Register the items you wish to sell.
2. Enter the amount tendered by the customer.
For example: for \$20.00 enter:

2 0 0 0

3. Press **CASH**:

CASH

4. The display will indicate the total amount of the cash tendered and the change due, if any.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
PLU1 T1		\$2.99
4X	\$1.99	
PLU2		\$7.96
TAX1		\$0.36
TOTAL		\$14.30
CASH		\$20.00
CHANGE		\$5.70
CLERK 01	000047	00001

Tendering with Auto Cash

1. Register the items you wish to sell.
2. Press the appropriate **AUTO CASH** key.
For example: a \$20.00 Auto Cash:

AUTO CASH

3. The display will indicate the total amount of the cash tendered and the change due, if any.

THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
PLU1 T1		\$2.99
4X	\$1.99	
PLU2		\$7.96
TAX1		\$0.36
TOTAL		\$14.30
CASH		\$20.00
CHANGE		\$5.70
CLERK 01	000047	00001

Tendering a Check Sale

1. Register the items you wish to sell.
2. Enter the amount tendered by the customer.
For example: for \$20.00 enter:

2 0 0 0

3. Press **CHECK**:

CHECK

4. The display will indicate the total amount of the check tendered and the change due, if any.

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
PLU1 T1		\$2.99
4X	\$1.99	
PLU2		\$7.96
TAX1		\$0.36
TOTAL		\$14.30
CHECK		\$20.00
CHANGE		\$5.70
CLERK 01	000048	00001

Totaling a Charge Sale

Use the charge keys to track charge or credit card sales. See "Function Key Programming" in the "Program Mode Programming" chapter to change the descriptors for the charge tender functions. For example: you can use CHARGE 1 to track Visa card sales. The descriptor "VISA" will display on the screen and print on the printer. You can also set tendering options for the charge keys, i.e. whether to allow over tendering or to enforce tendering.

1. Register the items you wish to sell.
2. Press one of the charge key if it is located on the keyboard:

CHARGE

THANK-YOU CALL AGAIN		
03/22/2017 TUE 08:33		
PLU1 T1		\$2.99
PLU1 T1		\$2.99
4X	\$1.99	
PLU2		\$7.96
TAX1		\$0.36
TOTAL		\$14.30
CHARGE		\$14.30
CLERK 01	000049	00001

Tendering a Charge Sale

Tendering a charge sale may or may not be allowed. See "Function Key Programming" in the "Program Mode Programming" chapter to set tendering options for the charge keys, i.e. whether to allow over tendering or to enforce tendering.

1. Register the items you wish to sell.
2. Enter the amount of the charge and press one of the charge keys if it is located on the keyboard:

2 0 0 0 CHARGE

THANK-YOU CALL AGAIN		
03/22/2017 TUE 08:33		
PLU1 T1		\$2.99
PLU1 T1		\$2.99
4X	\$1.99	
PLU2		\$7.96
TAX1		\$0.36
TOTAL		\$14.30
CHARGE		\$20.00
CHANGE		\$5.70
CLERK 01	000050	00001

Check Cashing

Check cashing means exchanging cash for a check. If you wish to cash checks, you must place a **CHKCASH** key on the keyboard. See "Function Key Assignment" in the "Service Mode Programming" chapter.

1. Enter the amount of the check tendered by the customer. For example: for \$20.00 enter:

2 0 0 0

2. Press **CHKCASH**:

CHK
CASH

3. The display will indicate the amount of the check and the cash change.

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
CHKCASH		
CHECK		\$20.00
CASH		-20.00
CLERK 01	000051	00001

Split Tender

Split tendering is paying for one transaction by more than one payment method. For example: a \$20.00 sale could be split so \$10.00 is paid in cash, and the remaining \$10.00 is paid by a check. If necessary, you can make several different payments.

Note: By default, CASH and/or CHECK under tenders are allowed. This can be changed through function key programming.

1. Register the items you wish to sell.
2. Enter the amount of cash tendered by the customer. For example: enter \$10.00 and press **CASH**:

1 0 0 0 CASH

The display will indicate the \$10.00 cash tender and the \$10.00 total still due.

3. Enter the amount of check tendered by the customer. For example: enter \$10.00 and press **CHECK**:

1 0 0 0 CHECK

4. When the total tendered equals or exceeds the total due, the receipt will print and the transaction is complete.

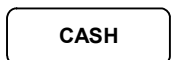
THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU2		\$20.00
TOTAL		\$20.00
CASH		\$10.00
TOTAL		\$10.00
CHECK		\$10.00
CLERK 01	000052	00001

Post Tender

Post tendering means computing change after the sale has been totaled and the drawer is open. This feature is useful when a customer changes the amount of the tender or when a "quick change artist" confuses a clerk. Normally, this function is not allowed. If you wish to allow post tendering, you must set the appropriate options program. See "SYSTEM" of *"Options Programming"* in the "Program Mode Programming" chapter. (A separate system option determines whether the drawer opens on the post tender.)

1. Register the items you wish to sell.

2. Press **CASH**:



3. The display will indicate the total of the cash sale.

4. Enter the amount of the new tender, Press **CASH**:



5. The display will indicate the change due.

THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
PLU1 T1		\$2.99
TAX1		\$0.18
TOTAL		\$3.17
CASH		\$3.17
CLERK 01	000053	00001

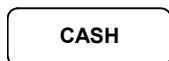
Receipt On/Off and Receipt on Request

When a receipt is not normally issued, you can turn the receipt function off. See "Receipt On/Off" in the "Manager Mode (X Mode)" chapter.

If the receipt is off, you can still issue a receipt after the sale has been completed.

Printing a Receipt after the Sale

After the sale, has been tendered, but before the next transaction is started, press **CASH**:



Currency Conversion

If you normally accept currency from neighboring nations, you can program the ER-260EJ/ER-265EJ to convert the subtotal of a sale to the equivalent cost in the foreign currency. You can set up to four separate currency conversion function keys for different foreign currencies. To do this, you need to program the conversion factor. For example: if the US dollar (home currency) is worth 1.3720 Canadian dollars (foreign currency), the conversion factor is 1.3720. See "*Function Key Programming*" in the "Program Mode Programming" chapter to set a conversion factor.

1. Register the items you wish to sell.
2. Press the **CONV1** key if it is located on the keyboard:

CONV1

3. The amount due in foreign currency is displayed.
4. Enter the amount of the foreign currency tender, Press **CASH**:

1 0 0 0 CASH

5. The display will indicate the amount of foreign currency tendered and display \$5.17 change due. **The change due is computed in home currency!**

THANK-YOU CALL AGAIN		
03/22/2017 TUE	08:33	
PLU1 T1	\$2.00	
TAX1	\$0.12	
TOTAL	\$2.12	
CONV 1	=10.00	
CHANGE RATE	@1.3720	
HOME AMT.	\$7.29	
CHANGE	\$5.17	
CLERK 01	000054	00001

The currency symbol you program will display here. See "OPTIONS - PRINT" in the "Program Mode Programming" chapter.

Scale Operations

The ER-260EJ/ER-265EJ can be interfaced to an optional load-cell scale. The scale interface allows direct entry of an item's weight using the **SCALE** function. You can also choose "manual entry" scale operation if you are working with a standalone scale that is not interfaced to the cash register.

- PLU's must be set to "saleable" status to allow scale multiplication. If you attempt an entry into a PLU that has been programmed "saleable", an error tone will sound and the message "REQ SCALE" will display.
- PLU's can be set to "auto scale" status to speed up scale entries by automatically retrieving the weight on the scale and multiplying it times the amount entered.

A tare is the amount of weight accounted for by the container or packaging. By entering a tare weight (as required by law in some areas) the weight of the container is subtracted and only the true weight of the product is measured on the scale. By entering the tare number (1-5) the operator can automatically subtract the predetermined container weight when a product is on the scale.

- PLU's can be set to "auto tare" status to automatically subtract one of the preprogrammed tare weights when the PLU is registered.

Refer to the "Service Mode Programming" and "Program Mode Programming" chapters to set your scale options for the following programming areas:

- "Function Key Assignment" to place SCALE and TARE keys on the keyboard.
- "Define Port" to attach a scale to one of the ports.
- "Function Key Programming" to set options for the SCALE and TARE keys.
- "PLU Programming" to set saleable, auto scale, or auto tare status.

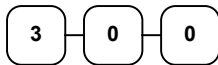
Direct Scale Entry

Place a product on the scale and access the **SCALE** function to display the weight on the cash register. Then make the appropriate entry; the PLU must have "saleable" status.

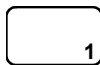
1. Place an item on the scale.
2. Press the **SCALE** key.



3. Note that the weight is displayed on the screen. Enter the price per pound on the ten-key pad. Do not use the decimal key. For example: for \$3.00, enter:



4. Press a PLU key. For example: press **PLU 1**:

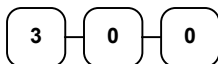


THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
1.50 lb	@3.00/lb	
PLU1		\$4.50
TAX1		\$0.27
TOTAL		\$4.77
CASH		\$4.77
CLERK 01	000011	00001

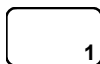
Automatic Scale Entry

Place a product on the scale and make the appropriate PLU entry. The PLU must be set with "auto scale status".

1. Place an item on the scale.
2. Press a PLU key, if the item is a preset item, or enter the price per pound on the ten-key pad. Do not use the decimal key. For example: for \$3.00, enter:



3. Press a PLU key. For example: press **PLU 1**:



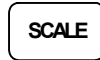
THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
1.50 lb	@3.00/lb	
PLU1		\$4.50
TAX1		\$0.27
TOTAL		\$4.77
CASH		\$4.77
CLERK 01	000011	00001

Tare Weight Entry

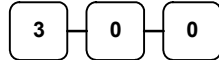
1. Place an item on the scale.
2. Enter the preprogrammed tare number.
Press the **TARE** key.



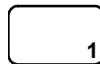
3. Press the **SCALE** key.



4. Note that the weight, less the tare weight, is displayed on the screen. Enter the price per pound on the ten-key pad. Do not use the decimal key. For example: for \$3.00, enter:



5. Press a PLU key.
For example: press **PLU 1**:



THANK-YOU CALL AGAIN		
03/22/2017 TUE		08:33
1.50 lb	@3.00/lb	
PLU1		\$4.50
TAX1		\$0.27
TOTAL		\$4.77
CASH		\$4.77
CLERK 01	000011	00001

Manual Tare Weight Entry

1. Place an item on the scale.
2. Enter the manual tare number, **5**. Press the **TARE** key:



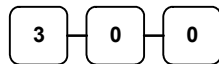
3. Enter the weight of the tare. For example: enter **.01**, press the tare key:



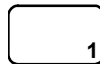
4. Press the **SCALE** key.



5. Note that the weight, less the tare weight, is displayed on the screen. Enter the price per pound on the ten-key pad. Do not use the decimal key. For example: for \$3.00, enter:



6. Press a PLU key.
For example: press **PLU 1**:



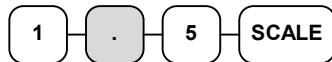
THANK-YOU		
CALL AGAIN		
03/22/2017 TUE		08:33
1.50 lb	@3.00/lb	
PLU1		\$4.50
TAX1		\$0.27
TOTAL		\$4.77
CASH		\$4.77
CLERK 01	000011	00001

Manual Weight Entry

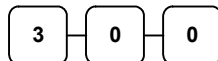
Note: Manual weight entry is allowed only when a scale is not connected and the Serial port is not set to the scale function. Manual Weight is also used when voiding or returning a scale item without using the scale.

Operators can make manual weight entries if the item has been programmed to accept them. You must use the decimal key to enter fractional manual weights.

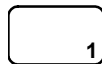
1. Place an item on the scale.
2. Enter the weight using the decimal key for fractional weights. Press the **SCALE** key:



3. Enter the price per pound on the ten-key pad. Do not use the decimal key. For example: for \$3.00, enter:



4. Press a PLU key.
For example: press **PLU 1**:



THANK-YOU		
CALL AGAIN		
03/22/2017 TUE	08:33	
1.500 lb MANUAL WT. @3.00/lb		
PLU1	\$4.50	
TAX1	\$0.27	
TOTAL	\$4.77	
CASH	\$4.77	
CLERK 01	000011	00001

Not Found PLU

Note: The “SYSTEM” of “Options Programming” in the “Program Mode Programming” chapter. “ENABLE NOT FOUND PLU” must be set to YES to allow this function.

The “Not Found PLU” feature is available for use when an optional scanner is used to input PLU’s. If an item is scanned that is not programmed in the PLU file, the operator has the option to input the price of the item and assign it the same descriptor and properties of another PLU. This provides a simple mechanism for quickly building an item file for a simple scanning installation.

1. Scan an item or input a PLU number. If the item is in the PLU file, it will register, if an item is not in the PLU file, the NOT FOUND PLU screen will display:

NOT FOUND PLU
STOP : 0 SAVE : 1

2. Press the numeric “1” key to allow the registration of the PLU. The screen will display PRICE field.

ENTER PRICE+CASH
0 . 0 0

3. Enter the PLU PRICE and press the **CASH** key. (If the PLU has a second price, you will be prompted to enter it as well.) The screen will be display:

SELECT COPY PLU
0

4. Press a PLU on the keyboard or enter a PLU number and press the **PLU** key. The PLU will register using the descriptor and tax status of the copied PLU.

Note: The not found PLU will assume the attributes of the PLU selected here. For example: if the item scanned is a “liquor” item, then press another PLU in the liquor category, or if you are using a PLU designated to accept open liquor entries, that PLU must be set to be a preset PLU with a preset value of zero and preset override allowed. (If you copy an open PLU, the not found PLU will also be an open PLU.).

Not Found PLU List

Managers will typically use the “Not Found PLU list” as a tool to update the PLU file. A list of up to 50 not found PLU items can be retained in the list. When capacity is reached, you must RESET NOT FOUND PLU LIST.

- To run a NOT FOUND PLU list, choose X REPORTS → PLU → NOT FOUND PLU (selection #3) from the PLU REPORT menu
- To run a Reset Not Found PLU’s, choose NOT FOUND PLU (selection #3) from the Z MODE menu.

Manager Mode (X Mode)

Overview

All Management Functions take place with the control lock in the **X** or **Z** position. In this way, only those with the correct key will have access to these functions. Some register operations may be programmed to require the control lock in the **X** position to allow the operation. All reports require a key that will access the **X** or **Z** position.

The following procedures are done from the Manager Mode (X mode) menu:

- Manager Mode Required Operations
- X Reports
- Flash report
- Save Report to SD Card
- Declaration
- Set Training Mode
- Program Stock Entry
- Receipt On or Off

Manager Mode Menu

Manager mode allows operations where manager control is designated.

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu. An operation requiring the manager can now be done:

MANAGER MODE 0 . 0 0

2. Press **CASH** to display the **X Mode** menu with the first option displayed:

X MODE 1 . X REPORTS

3. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **X Mode** menu. Or, if you already know the menu number of the X Mode function you wish to perform, you can enter the digit (1-7) directly. The Manager Mode menu contains the following functions:

- 1 . X REPORTS
- 2 . DECLARATION
- 3 . FLASH REPORT
- 4 . SET TRAIN MODE
- 5 . STOCK ENTRY
- 6 . SAVE RPT SD
- 7 . RCPT ON/OFF

X Reports

X reports read and print the report but do not reset the totals and counters within the report.

General Instructions for X Reports

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. From the **X Mode** menu press **CASH** (or press **1** and **CASH**) to select the X Reports menu with the first option displayed:

X REPORTS 1 . FINANCIAL

4. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **X Mode** menu. Or, if you already know the menu number of the report you wish to generate, you can enter the digit (1-8) directly. The X Report menu contains the following reports:

1 . FINANCIAL
2 . TIME
3 . PLU
4 . CLERK
5 . GROUP
6 . MIX & MATCH
7 . STOCK
8 . EJ

5. When a report is selected, the options with the report class are displayed. In some cases, further options are displayed.
6. Use **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options displayed: Press the **CASH** key to select the displayed option. With a specific report selected, the reports will start when the **CASH** key is pressed.

Refer to the table on the following page to view the menu selections for each report type.

X Report Table of Available Reports

Report Number/ Report Type	Report Selections	Daily/ Period	Range
1. FINANCIAL	1.FINANCIAL	1.DAILY(X1)	
		2.PERIOD(X2)	
	2.DRAWER TOTALS	1.DAILY(X1)	
	3.DAY	2.PERIOD(X2)	
	4.VOID	1.DAILY(X1)	
		2.PERIOD(X2)	
2. TIME		1.DAILY(X1)	
		2.PERIOD(X2)	
3. PLU	1.PLU SALE	1.DAILY(X1)	
		2.PERIOD(X2)	
	2.PLU BY Group		1.ALL
			2.SELECT BY GROUP
	3.NOT FOUND PLU		1.SALES
			2.PROGRAM
	4.BEST PLU SALE	1.DAILY(X1)	
		2.PERIOD(X2)	
	5.BEST PLU QTY	1.DAILY(X1)	
		2.PERIOD(X2)	
	6.WORST PLU SALE	1.DAILY(X1)	
		2.PERIOD(X2)	
	7.WORST PLU QTY	1.DAILY(X1)	
		2.PERIOD(X2)	
	8.LAST SOLD		1.By PLU No.
			2.By group
			3.By date
4. CLERK		1.DAILY(X1)	1.ALL
		2.PERIOD(X2)	2.RANGE
			1.ALL
			2.RANGE
5. GROUP		1.DAILY(X1)	
		2.PERIOD(X2)	
6. MIX & MATCH		1.DAILY(X1)	
		2.PERIOD(X2)	
7. STOCK	1.STOCK	1.DAILY(X1)	1.All
			2.Range
	2.STOCK BY GRP		1.ALL
			2.SELECT BY GRP
	3.MINIMUM STOCK		1.ALL
			2.SELECT BY GRP
8. EJ	(See Next page)		

Electronic Journal Operation

An electronic journal feature is available on the ER-260EJ/ER-265EJ. The electronic journal captures the sales journal in the register memory. If you intend to use the electronic journal, you must allocate sufficient memory (see "ALLOCATION" in the "Service Mode Programming" chapter) and activate the journal and set related journal capture options (see "EJ" of "Options Programming" in the "Program Mode Programming" chapter.)

Use this program to print all or selected parts of the journal memory. Note: this program will not clear the electronic journal. See "RESET E.J" in the "Z MODE".

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. From the **X Mode** menu press **CASH** (or press **1** and **CASH**) to select the X Reports menu with the first option displayed:

X REPORTS 1 . FINANCIAL

4. Use the **↓CHARGE1** key to scroll through the **X Mode** menu until select #8 "EJ" displays, or, you can enter the digit "8" to select "EJ" directly. Press **CASH** to display the EJ menu selections:

EJ 1 . ALL

5. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the eighteen different EJ report options: When a specific EJ report is selected, press **CASH** to continue.

1 . ALL
2 . CASH
3 . CHECK
4 . CHARGE
5 . PERCENT
6 . RA/PO
7 . RETURN
8 . ERR CORR./VOID
9 . NOSALE
10 . CANCEL
11 . NEGATIVE
12 . RESET REPORT
13 . VOID MODE
14 . TRAINING
15 . BY CLERK
16 . BY DATE
17 . BY RCPT NO.
18 . BY LINE

Declaration

Cash declaration is the process of counting and reporting media in drawer before a report is taken. "Enforce cash declaration" is an option that requires to the operator to declare amounts of media in the drawer before a financial, clerk, or cash in drawer report can be generated. The purpose of this feature is to insure accurate reporting, even in case of an overage. You can enforce declaration by setting the appropriate options program. See "REPORT" of "*Options Programming*" in the "Program Mode Programming" chapter.

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. Press **↓CHARGE1** once or press **2** to display the "Declaration" option.

X MODE
2 . DECLARATION

4. Press **CASH** to display the **DECLARATION SCREEN**. The cash drawer opens.

DECLARATION

5. At the DECLARATION SCREEN, enter cash amounts, press the **CASH** key. Enter checks individually, or enter a check total, press the **CHECK** key. You can make as many entries as you wish--the screen will keep running totals. You may wish to use the **X/TIME** key to multiply. For example: if you are declaring 37 quarters, you can enter **37**, press **X/TIME**, enter **25**, and then press **CASH**. The result is added to the cash declared running total on the screen.
6. When you have completed declaration entries, press the **CASH** key again to finalize and total your declaration.

Flash Report

The flash report allows managers to get a quick view of sales without printing a report. The report contains the register gross and net sales totals, as well as cash-in-drawer, check-in-drawer and totals for each charge key.

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. Press **↓CHARGE1** twice or press **3** to display the “Flash Report” option:

X MODE
3 . FLASH REPORT

4. Press **CASH** to display the first line of the report, the Gross Sales total:

GROSS SALES
0 . 00

5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the report. The following totals are reported:

GROSS SALES
NET SALE
CASH - IN - D
CHECK - IN -
FD / S - IN - D
CHG1 - IN - D
CHG2 - IN - D
CHG3 - IN - D
CHG4 - IN - D
CHG5 - IN - D
CHG6 - IN - D
CHG7 - IN - D
CHG8 - IN - D

6. Press the **CLEAR** key to exit the report.

Training Mode

A training mode is available so that the register can be operated to practice registrations without updating totals and counters. If you choose to use training mode, you must set a training mode password (see “TRAIN MODE” of the “*Options Programming*” in the "Program Mode Programming" chapter.)

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. Press **↓CHARGE1** three times or press **4** to display the “Set Train Mode” option:

X MODE
4 . SET TRAIN MODE

4. Press **CASH** to select the training mode status, start training mode or end training mode:

SET TRAIN MODE
START : 1 / END : 0

5. Enter **1** to start training mode (if you have selected a training mode password, you will be prompted to enter to programmed password.) or enter **0** to end training mode. A chit will print indicate you are starting or ending training mode.

Stock Entry

Note: Before program PLU Stock, 'Inventory Item' option must be set as 'Y' in the PLU program.

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. Press **↓CHARGE1** four times to display the "STOCK ENTRY" option (or press **5** display the option directly):

X MODE
5 . STOCK ENTRY

4. Press **CASH** to display the stock entry menu.

STOCK ENTRY
1 . PROGRAM

One PLU

5. With "PROGRAM" displayed on the menu, press **CASH** to begin (or press **1** and then **CASH**).

PROGRAM
1 . ONE

6. With "ONE" displayed on the menu, press **CASH** to begin (or press **1** and then **CASH**).

ENTER PLU #
0

7. Enter the PLU number you wish to program. (Note that the PLU must be activated and set as an inventory item or an error will result.)

ENTER PLU #
0

Range of PLU's

8. With "PROGRAM" displayed on the menu, press **↓CHARGE1** and then **CASH** to begin (or press **2** and then **CASH**).

ENTER FROM PLU #
0

9. Enter the beginning number in the range of PLU's you wish to program and then press **CASH**.

ENTER TO PLU # 0

10. Enter the ending number in the range of PLU's you wish to program and then press **CASH**.
11. The selection menu displays to select **ADD**, **SUB** or **REPLACE**. Note that stock is kept in decimal units and you must enter new or additional stock to two digits beyond the decimal. For example: type **1 0 0 0** to enter ten units of inventory.

OPERATOR : ADD (+) ADD (+) ←
--

12. With "ADD (+)" displayed, press **CASH** to enter the number of units you wish to add to the existing inventory count, or press **↓CHARGE1** to select subtract:

OPERATOR : ADD (+) SUB (-) ←
--

13. With "SUB (-)" displayed, press **CASH** to enter the number of units you wish to subtract from the existing inventory count, or press **↓CHARGE1** to select replace.

OPERATOR : ADD (+) REPLACE ←
--

14. With "SUB (-)" displayed, press **CASH** to enter the number of units you wish to use as the new inventory count
15. After entering the ADD, SUBTRACT or REPLACE value, press **CASH**.
16. To program additional PLU's repeat from step 4, or press **CLEAR** key to exit the program.

Save Report SD

You can save Report files in “.csv” format or “. rep” format. Refer to “Saving Reports” on page 97 for more information.

Receipt On / Off

You can turn the register printer to an *on* or *off* condition. In the *off* condition, transactions will not be printed, but reports will continue to print if requested.

1. Move the key to the **X** lock position to display the **MANAGER MODE** menu.
2. Press **CASH** to display the **X Mode** menu.
3. Press **↓CHARGE1** until the “RCPT ON/OFF” option is selected (or press **7** to go directly to this screen):

X MODE
7 . RCPT ON/OFF

4. Press **CASH** to display the ON/OFF option:

RCPT ON/OFF
ON : 0 / OFF : 1

5. Press **0** to print or **1** to not print.

Note: When the receipt is off, a receipt may be printed after the sale by pressing **CASH** after the transaction is complete.

Z Mode

Overview

All Management Functions take place with the control lock in the **X** or **Z** position. In this way, only those with the correct key will have access to these functions.

The following procedures are done from the **Z** mode menu:

- Z Reports
- Reset Electronic Journal
- Reset Not Found PLU List
- Connect Server
- Datatran Function
- Datatran Transaction

Accessing Z Mode Functions

1. Move the key to the **Z** lock position to display the **Z Mode** menu.

Z MODE
1 . Z REPORTS

2. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Z Mode** menu. Or, if you already know the menu number of the **X** Mode function you wish to perform, you can enter the digit (1-6) directly.
The following Z Mode functions are available:

```
1 . Z REPORTS
2 . RESET E . J
3 . RESET NOT FOUND PLU
4 . CONNECT SERVER
5 . DATATRAN FUNCTION
6 . DATATRAN TRANSACTION
```

Z Reports

Z reports reset the totals and counters within the report.

General Instructions for Z Reports

1. Move the key to the **Z** lock position to display the **Z Mode** menu.
2. From the **Z Mode** menu press **CASH** (or press **1** and **CASH**) to select the Z Reports menu with the first option displayed:

Z REPORTS
1 . FINANCIAL

3. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Z Mode** menu. Or, if you already know the menu number of the report you wish to generate, you can enter the digit (1-7) directly. The Z Report menu contains the following reports:

1 . FINANCIAL
2 . TIME
3 . PLU
4 . CLERK
5 . GROUP
6 . MIX & MATCH
7 . STOCK

4. When a report is selected, the options with the report class are displayed. In some cases, further options are displayed.
5. Use **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options displayed: Press the **CASH** key to select the displayed option. With a specific report selected, the reports will start when the **CASH** key is pressed.

Refer to the table on the following page to view the menu selections for each report type.

Z Report Table of Available Reports

Report Number/ Report Type	Report Selection	Daily/ Period
1.FINANCIAL	1.FINANCIAL	1.DAILY(Z1)
		2.PERIOD(Z2)
	2.DAY	2.PERIOD(X2)
	3.VOID	1.DAILY(Z1)
		2.PERIOD(Z2)
	5.TRAIN FINANCIAL	1.DAILY(Z1)
		2.PERIOD(Z2)
2.TIME		1.DAILY(Z1)
		2.PERIOD(Z2)
3.PLU		1.DAILY(Z1)
		2.PERIOD(Z2)
4.CLERK		1.DAILY(Z1)
		2.PERIOD(Z2)
5.GROUP		1.DAILY(Z1)
		2.PERIOD(Z2)
6.MIX & MATCH		1.DAILY(X1)
		2.PERIOD(X2)
7.STOCK		1.DAILY(Z1)

Reset Electronic Journal

An electronic journal feature is available on the ER-260EJ/ER-265EJ. The electronic journal captures the sales journal in the register memory. If you intend to use the electronic journal, you must allocate sufficient memory (see "ALLOCATION" in the "Service Mode Programming" chapter) and activate the journal and set related journal capture options (see "EJ" of "Options Programming" in the "Program Mode Programming" chapter.)

Use this procedure to clear the journal memory. The journal will not be printed. To read all or selected parts of the E.J., see "Electronic Journal Operation" in the "Manager Mode (X Mode)" chapter.

1. Move the key to the **Z** lock position to display the **Z Mode** menu.
2. From the **Z Mode** menu press ↓**CHARGE1** to select the "2.RESET E.J." option (or press **2** to display the option directly):
3. Press **CASH**.

ARE YOU SURE? Y=CASH N=CLEAR

4. The screen asks: **ARE YOU SURE?** Press the **CASH** key for **YES** or press the **CLEAR** key for **NO** to clear the report.

Reset Not Found PLU

If a PLU number is input, or scanned, that is not programmed in the PLU file, the operator has the option to input the price of the item and assign it the same descriptor and properties of another PLU. Up to 50 "Not Found" entries can be recorded, when capacity is reached, the memory must be cleared.

1. Move the key to the **Z** lock position to display the **Z Mode** menu.
2. From the **Z Mode** menu press the ↓**CHARGE1** key until "RESET NOT FOUND" is selected (or press **3** to view the option directly.)
3. Press **CASH**.

ARE YOU SURE? Y=CASH N=CLEAR

4. The screen asks: **ARE YOU SURE?** Press the **CASH** key for **YES** or press the **CLEAR** key for **NO** to clear the report.

Service Mode Programming

Introduction

Use the Service Mode (S Mode) to perform secure operations. The **S** position is one position clockwise from the **PGM** position. The **S** position is not labeled. The key marked “C” will access this position.

The following procedures are done from the Service Mode menu:

- Self-Tests
- Memory clear
- Allocation
- Assignment of functions to keyboard locations
- Define port
- ECR Setup
- Program backup
- Help menu

CAUTION: The procedures described in this area are security sensitive. Do not share this information with unauthorized users and distribute the SERVICE-Mode key only to those you may want to perform these functions.

Accessing Service Mode Functions

1. Move the key to the S lock position to display the Service Mode menu. (The S position is not labeled. The key marked "C" will access this position.)

SERVICE MODE 1.SELF TEST

2. You can now use the ↓CHARGE1 and the ↑CHARGE2 keys to scroll up and down through the Service Mode menu. Or, if you already know the menu number of the Service Mode function you wish to perform, you can enter the digit (1-8) directly. The following S Mode functions are available:

- 1.SELF TEST
- 2.MEMORY CLEAR
- 3.ALLOCATION
- 4.KEY ASSIGN
- 5.DEFINE PORT
- 6.ECR SETUP
- 7.PROGRAM BACKUP
- 8.HELP MENU

Self-Test

Various components of the ER-260EJ/ER-265EJ are tested by using this program.

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. With “SELF TEST” displayed, Press **CASH**.

SELF TEST
1 . BATCH TEST

3. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Self Test** menu. Or, if you already know the menu number of the Service Mode function you wish to perform, you can enter the digit (1-6) directly. The following self-tests are available:

1 . BATCH TEST
2 . PRINTER
3 . DISPLAY
4 . KEYBOARD
5 . INTERFACE
6 . RTC

4. Press **CASH** to generate your selected self-test. Follow instructions on the display to complete the tests.

Self-Test Operations

Operation	Selection	Description
1. Batch Test		Runs a series of hardware tests; Some tests require additional equipment or inputs from operator.
2. Printer	1. Print Test	Prints the printer test pattern.
	2. Reverse Image	Prints a test receipt image in reverse.
	3. Endless Print	Prints a test transaction continuously, press clear to exit the test.
	4. Barcode Test	Prints a Test Barcode.
	5. Make Barcode	Print a barcode for numeric entry up to 13 digits.
3. Display	1. LCD Test	Runs the LCD Tests.
	2. Contrast Test	Performs the Contrast Test.
4. Keyboard	1. Keyboard Test	Allows keyboard test – press desired keys to test.
	2. Mode Key Test	Mode test – tune mode key to VOID and back to S-Mode.
5. Interface	1. Port 1	Port tests require a Loop-Back connector be attached to the port for testing.
	2. Port 2	
	3. Port 3	
	4. Drawer	Press CASH to Kick the drawer, close the drawer to repeat test; press CLEAR to exit the test.
	5. USB Host	Insert USB drive to run test.
	6. External SD	Insert SD Card to run test.
	7. Micro SD	Insert Micro SD to run test.
	8. Ethernet	Requires Ethernet connection to run test.
6. RTC	1. RTC Set	Set Date & Time
	2. RTC View	View the Date & Time

Memory Clear

Before you use your ER-260EJ/ER-265EJ for the first time, you **must** perform a memory all clear to ensure that all totals and counters are cleared and that the default program is installed. Go to “*Clearing Memory*” on page 28 to complete this procedure.

From the Service Mode menu, you can clear selected area of memory without clearing memory entirely.

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press the **↓CHARGE1** key until “MEMORY CLEAR” is selected (or press **2** to view the option directly.)
3. Press **CASH**. The first option of the Memory Clear menu displays;

MEMORY CLEAR 1 . CLEAR TOTAL

4. There are six memory clear options available:
 - **Clear Total** - Clears all totals and counters, including the grand total.
 - **Clear Grand Total** - Clears only the grand total.
 - **Clear PLU** - Clears the entire PLU file, including totals, counters and programming.
 - **Clear Price=0** - Clears all PLU’s programmed with a zero price.
 - **Edit Counters** - Allows edits of some counters and totals: Z counter, Receipt No, Grand Total and Train Grand Total.
 - **Clear Non Mover** - Clears the entire PLU file that have not sold, including totals, counters and programming.
5. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Self Test** menu. Or, if you already know the menu number of the Service Mode function you wish to perform, you can enter the digit (1-6) directly.
6. Press **CASH** to clear. Follow instructions on the display to complete the action.

Memory Allocation

Note: You must step through every memory allocation field to implement new memory allocation. If you press **CLEAR**, at any field you will abort memory allocation processes without making changes. Changes to Memory Allocation will clear all program data.

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press the **↓CHARGE1** key until "ALLOCATION" is selected (or press **3** to view the option directly.)
3. Press **CASH**. The first memory allocation option, **PLU**, displays:

PLU
1 0 0 0

4. At the **PLU** field enter a new value, or accept the current value and press **CASH**. The next memory allocation option, **CLERK**, displays.
5. Set or accept the **CLERK** value, press **CASH**. Continue in the same way to make allocation settings for **GROUP**, **PRICE LEVEL**, **MIX AND MATCH**, and **EJ LINE**. When the last setting is completed the screen will ask:

ARE YOU SURE?
Y = CASH N = CLEAR

6. Press the **CASH** for YES or the **CLEAR** for No.
7. The message will print either: "MEMORY ALLOCATION OK" or "MEMORY ALLOCATION SIZE OVER" if you attempt to allocate features requiring more memory than is available.

DEFAULT Memory Allocation Specifications

ALLOCATION ITEM	DEFAULT	MAXIMUM
PLU	1000	3200
CLERK	10	99
GROUP	10	99
PRICE LEVEL	1	2
MIX AND MATCH	20	100
EJ LINE	1000	15000

Function Key Assignment

Any programmable key location may be reprogrammed with a function from the list of available functions on page 90 of this manual. The default program installs the functions as they are shown with the standard key legends.

To change the function on a specific key:

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press ↓**CHARGE1** until “KEY ASSIGN” is selected (or press **4** to view the option directly.)
3. Press **CASH**. The Key Assignment screen displays:

KEY ASSIGN
0 0 0

4. Enter a new key code from “*Function key codes*” on page 90 and press key location.

You can press the SUBTOTAL to print the key code table.

5. Press **CASH** to save the changes you have made and to return to SERVICE MODE.
6. The printer will print out a receipt showing all the changes made to the keyboard.

NOTES:

► **Numeric keys (0-9), CLEAR, and CASH** cannot be removed from the keyboard unless they have been assigned to a new keyboard location. This protects the programmer from accidentally removing keys that are required for register programming and operations.

► **CHARGE1, CHARGE2 and VOID** keys are used for navigating through the X – Z – P and S-Mode. These key locations revert to their navigation operations, Cursor ↓ ↑ ← when used in the X – Z – P and S-Mode.

► If you wish to program the CASH key, select it immediately after selecting KEY ASSIGNMENT from the SERVICE MODE menu. After the initial key is programmed, the CASH key is used to finalize the program.

Function Key Codes

Code	Function
001~300	NLU 1 ~ NLU 300
301~309	Numeric 1 ~ 9
310	ZERO
311	DOUBLE ZERO
312	DECIMAL
313	#/NS
314	%1
315	%2
316	%3
317	%4
318	%5
319	X/TIME
320	ADD CHECK
321	CANCEL
322	CASH
323	CHARGE 1
324	CHARGE 2
325	CHARGE 3
326	CHARGE 4
327	CHARGE 5
328	CHARGE 6
329	CHARGE 7
330	CHARGE 8
331	CHECK
332	CHECK CASH
333	CHECK ENDORSEMENT
334	CLEAR
335	CLERK#
336	CONV. 1
337	CONV. 2
338	CONV. 3
339	CONV. 4
340	ERROR CORRECT
341	F/S SHIFT

342	F/S SUBTOTAL
343	F/S TEND
344	PLU
345	PRICE LEVEL 1
346	PRICE LEVEL 2
347	MACRO 1
348	MACRO 2
349	MACRO 3
350	MACRO 4
351	MACRO 5
352	MACRO 6
353	MACRO 7
354	MACRO 8
355	MACRO 9
356	MACRO 10
357	RETURN
358	MODIFIER 1
359	MODIFIER 2
360	MODIFIER 3
361	MODIFIER 4
362	MODIFIER 5
363	
364	PO 1
365	PO 2
366	PO 3
367	PAPER FEED
368	PROMO
369	RA 1
370	RA 2
371	RA 3
372	SUBTOTAL
373	SCALE
374	TARE
375	TAX EXEMPT
376	TAX SHIFT 1
377	TAX SHIFT 2
378	TAX SHIFT 3
379	TAX SHIFT 4
380	VOID ITEM
381	WASTE

382	VALIDATION
383	PRICE INQUIRY
384	RECEIPT ON/OFF
385	
386	ALPHA TEXT
387	AUTO CASH 1
388	AUTO CASH 2
389	AUTO CASH 3
390	AUTO CASH 4
391	AUTO CASH 5
392	AUTO CASH 6
393	AUTO CASH 7
394	AUTO CASH 8
395	AUTO CASH 9
396	CLERK 1
397	CLERK 2
398	CLERK 3
399	CLERK 4
400	CLERK 5
401	CLERK 6
402	CLERK 7
403	CLERK 8
404	CLERK 9
405	CLERK 10
406	CHARGE #
407	HELP
408	MACRO #
409	PRICE CHANGE
410	STOCK INQUIRY
411	
412	
413	
414	
415	
416	DATATRAN TIP
417	
418	
419	
420	
458	INACTIVE

Define Port (Serial/USB)

Connection to optional POS devices is provided with two standard RS-232C serial ports and one USB port. An optional third serial port is available. The option settings here assign the device and communication protocol for each port.

Port Settings

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press **↓CHARGE1** until “DEFINE PORT” is selected (or press **5** to view the option directly.)
3. Press **CASH**. The DEFINE PORT menu displays:

DEFINE PORT
1 . PORT 1

4. Use **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Define Port** menu. Or, enter the digit (1-3) corresponding to the serial port you wish to program. (Select or press **4** and **CASH** to set the USB port. Select or press **5** and **CASH** to print Port1, Port2 and Port3 settings.)

PORT 1
1 . BAUD RATE [9 6]

5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the eleven serial port options. Make settings or changes as needed.
6. Press the **CLEAR** key to finalize and return to the DEFINE PORT screen.

Serial port Settings Screen Program Notes

#	Option	Description
1	BAUD RATE	Select 1200, 2400, 4800, 9600, 19200, 38,400, 57,600, or 115,200 from the screen, 9600 is default.
2	PARITY	Select NONE, EVEN or ODD, NONE is default.
3	DATA BITS	Select 8 or 7 from the screen, 8 is default.
4	STOP BITS	Select 1 or 2 from the screen, 1 is default.
5	DEVICE FUNCTION	Select NONE, PC, PRINTER, *SCANNER, POLE, SCALE, EFT, DATATRAN, or REMOTE JOURNAL from the screen, NONE is default.
6	PRINTER TYPE	Select the printer type connected to this port.
7	DISPLAY	Select the pole display type connected to this port.
8	SCALE	Select the scale type connected to this port; NCI, CAS, OZ
9	KP START LINE (0-20)	Enter the number of KP START LINE.
10	KP END LINE (0-20)	Enter the number of KP END LINE.
11	SLIP START LINE (0-20)	Enter the number of SLIP START LINE.

*The register will work with lower power USB scanners but not the Metrologic/Honeywell. The Metrologic/Honeywell scanners can be used with the serial connection, they will require the DB9 to RJ45 adaptor and the power supply.

USB Setting

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press **↓CHARGE1** until “DEFINE PORT” is selected (or press **5** to view the option directly.)
3. Press **CASH**. The DEFINE PORT menu displays:

DEFINE PORT
1 . PORT 1

4. Use **↓CHARGE1** key to select “4.USB TYPE” or press **4**. Then press **CASH** to set the USB port:

DEVICE :	MEMORY
	MEMORY ←

5. Use **↓CHARGE1** and the **↑CHARGE2** keys to select a USB type (PC COM, SCANNER, or MEMORY) and press the **CASH** key to confirm.

Note: If you select a new type, your ER-260EJ/ER-265EJ will be automatically reboot.

USB Specifications

USB TYPE		USB VERSION	SPEED
PC-COM	For connecting PC	-	-
SCANNER	For using scanner	USB 2.0 (only HID type)	FULL SPEED
MEMORY	For backup & restore	USB 2.0	FULL SPEED

ECR Setup

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press **↓CHARGE1** until “ECR SETUP” is selected (or press **6** to view the option directly.)
3. Press **CASH**. The ECR SETUP menu displays:

ECR SETUP
1 . ROM INFO

4. Four options are available: 1.ROM INFO, 2.PRINT DENSITY, 3.LCD CONTRAST, and 4.SET NETWORK.
5. Use **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **ECR SETUP** menu.
6. Select an option and press **CASH** to initiate.
7. Press **CLEAR** to exit the program.

ROM INFO

This selection displays the version, check sum and date of the Flash ROM. You may be asked to check your Flash ROM version if you contact your dealer for assistance. Press **CASH** to print the version information.

Print Density

Three levels of density are available. Press the **↓CHARGE1** and the **↑CHARGE2** keys to select the next level. The printer will print a sample.

LCD Contrast

Press the **↓CHARGE1** and the **↑CHARGE2** keys to select a contrast value from 0 (dim) to 15 (brightest). The front and rear displays will adjust simultaneously.

Set Network

Use DHCP, ECR IP, ECR SUBNET, ECR GATEWAY, Server IP, Server PORT, ETHERNET USE.

Program Backup

Use this operation to save or load program files, image files or save report data via an SD or USB memory device.

USB and SD utilities in this program include:

- Program Backup & Restore
- Report Save
- Pre-Image Logo Loading & Save
- Post-Image Logo Loading & Save

Flash ROM update can also be done by SD card or through a serial connection to a PC.

-
- **The SD slot is located on the right-hand side. See page 15 for detail.**
 - **The USB port must be assigned the “Memory” function to be used for backup utilities. See “USB Setting” on page 92.**
-

Program Backup General Instructions

Note: It is a good practice to print out the memory allocation when backing up a program so that it can be re-entered before restoring the program.

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press **↓CHARGE1** until “PROGRAM BACKUP” is selected (or press **7** to view the option directly.)
3. Press **CASH**. The PROGRAM BACKUP menu displays:

PROGRAM BACKUP

1 . SD

4. Use **↓CHARGE1** and the **↑CHARGE2** keys to select SD or USB (or press **1** or **2** to select the memory device.) Press **CASH** to display the menu:

SD

1 . PGM BACKUP

5. The following functions are available:
 - 1 . PGM BACKUP
 - 2 . PGM RESTORE
 - 3 . REPORT SAVE
 - 4 . IMAGE SAVE
 - 5 . IMAGE LOAD
 - 6 . BOOT UP SD (AVAILABLE ON SD ONLY)
 - 7 . BOOT UP COM (AVAILABLE ON SD ONLY)
6. Insert the SD card in the register’s SD slot or insert a USB memory stick in the USB port on the connection panel.
7. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the menu. Or, if you already know the menu number of the Program Backup function you wish to perform, you can enter the digit (1-7) directly.
8. Press **CASH**. Read the specific notes for each function that follow.

Read Carefully: Store Name Notes

The store name you set on “STORE NAME” page 142 (*system option 36*) is used to identify program and report data on the SD card. Note that the default store name is “STORE001”.

If you are using the SD Card to move information to a PC or use the program or report data with the PC Utility, you must pay close attention to the store name. Do not use characters such as “-” or “/” that cannot be used in naming a folder on your PC. If you use such a character in your store name, you will not be able to read the files on your PC.

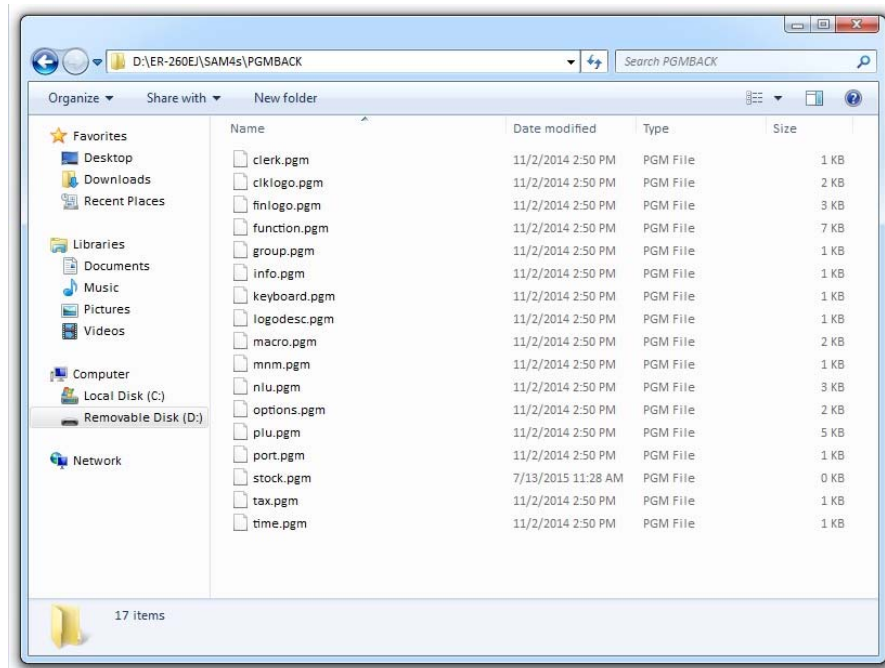
The Store Name field is 8-characters in length.

Program Backup

The ER-260EJ/ER-265EJ will write the backed-up program files to the selected removeable memory device to the folder: ER-260EJ or ER-265EJ\STORENAME\PGMBACK

Below is a File Explorer view of the backed-up files.

In the example below, the store name is “SAM4S”.



Program Restore

Set the 8-character store name on the ER-260EJ/ER-265EJ in System Options programming, option #36, to match the 8-character name of the store folder you wish to restore.

CAUTION: Memory allocation on the register must be set the same as the memory allocation in the saved program. Be sure to print out the memory allocation when backup up a program so that it can be re-entered before restoring the program.

1. Move the key to the **S** lock position to display the Service Mode menu.
2. From the Service Mode menu press **↓CHARGE1** until “**PROGRAM BACKUP**” is selected and press **CASH**; (or press **7 CASH** to view the option directly.)
3. The PROGRAM BACKUP menu displays:

PROGRAM BACKUP
1 . SD

4. Use **↓CHARGE1** and the **↑CHARGE2** keys to select SD or USB (or press 1 or 2 to select the appropriate memory device.) Press **CASH** to display the menu:

SD
1 . PGM BACKUP

5. Insert the SD card in the register’s SD slot or insert a USB memory stick in the USB port on the connection panel.
6. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down to select ‘PGM RESTORE’; (or, press **2 CASH** to go to “PGM RESTORE” directly).

SD
2 . PGM RESTORE

7. Press **CASH**. The PGM RESTORE selection displays:

PGM RESTORE
1 . ALL

- a. Press **1 CASH** to restore **ALL** programs.
- b. Press **2 CASH** to **SELECT** specific programs to restore:

1 . PLU	2 . GROUP
3 . TAX	4 . OPTIONS
5 . TIME OPN	6 . FUNCTION KEY
7 . CLERK	8 . DESCRIPTION
9 . FIN RPT LOGO	10 . CLK RPT LOGO
11 . STOCK	12 . MACRO
13 . MIX&MATCH	14 . NLU
15 . PORT	16 . KBD LAYOUT

8. After you make you selection, the ECR displays PLEASE WAIT...

PGM RESTORE
PLEASE WAIT . . .

PGM RESTORE
SUCCESS !

9. Press **CLEAR** three times to return to the main Service Mode menu.

Saving Reports

After selecting 'REPORT SAVE', you will be given the option to save in 'CSV' or 'REPORT' format. Reports saved are the current X1 readings.

The ER-260EJ/ER-265EJ will write the program files to folder. For example:

ER-260EJ/ER-265EJ/STORENAME/SALEBACK/CSVBACK/DATE/TIME or

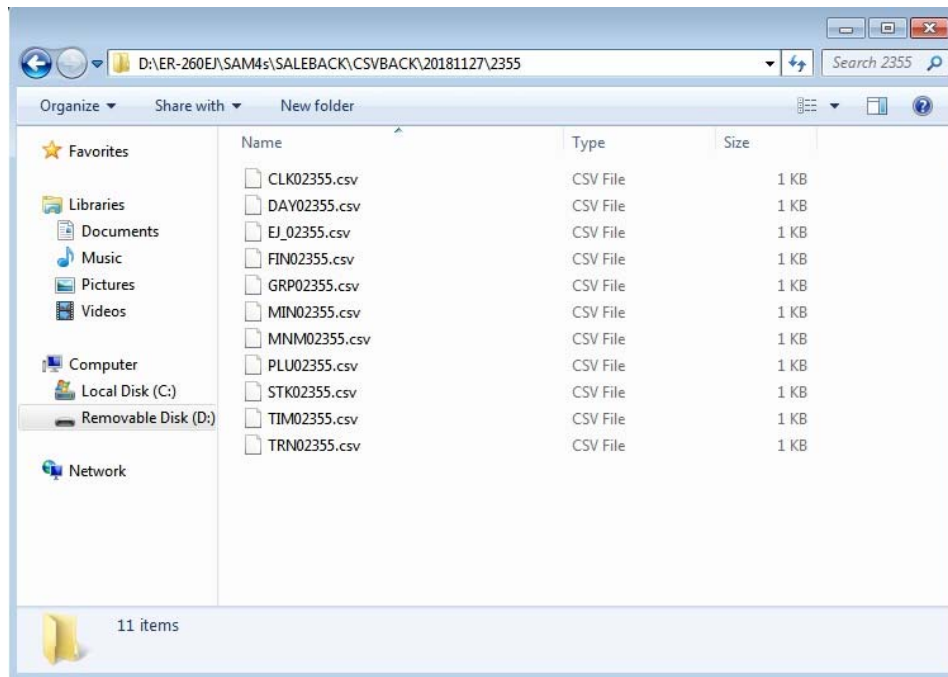
ER-260EJ/ER-265EJ/STORENAME/SALEBACK/REPBACK/DATE/TIME

The date folder depends on date format option. See "SYSTEM" of "Options Programming" in the "Program Mode Programming" chapter to set DATE FORMAT.

<u>DATE FORMAT</u>	<u>DATE FOLDER NAME</u>
YYMMDD	20140403
DDMMYY	03042014
MMDDYY	04032014

Each individual report is named with the time of the report. For example: "CLK02332" represents a Clerk report taken at 23:32 (in a 24-hour time format.) In this manner, multiple reports backed up at different times in the same day will collect in the same "date" folder.

Below is an Explorer view of the backed-up files. In the example below, the store name is "SAM4S" and the format is CSV.



Load/Save Receipt Images

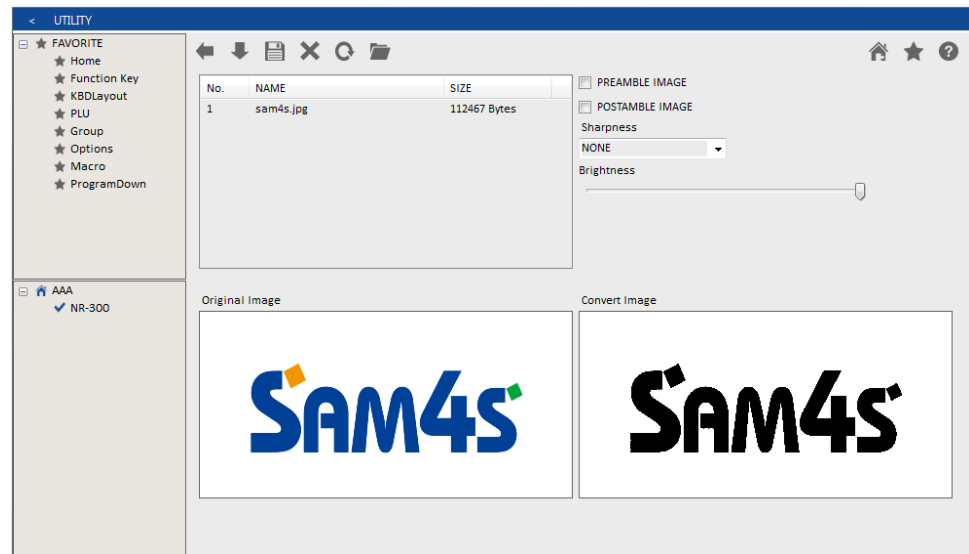
You can load custom preamble and postamble images for your receipt. Before loading, the images must be converted by the PC Utility to convert the image to proper parameters and save as “.img” format.

After the conversion, images can be loaded directly by connecting a PC to the ER-260EJ/ER-265EJ or by copying the images to a SD card and loading (or saving the image) using the SD utility program described here.

Note: After loading the images, you must set “LOGO (Print preamble image / Print postamble image)” of the “Options Programming” in the “*Program Mode Programming*” to activate the image printing. You will also need to set the “Preamble/Postamble Image Number” option to 0.

Use the SAM4s PC Utility (eSpresso) to Convert the Image

1. Install the *eSpresso* on your PC and run it.
2. If you start the *eSpresso* for the first time, you must define the store and register, or if the store and register is already defined, you can select the store from the register list. The *eSpresso* program starts.
3. At the *eSpresso*, choose Image Logo from the Edit Program menu.
4. Click the **FILE OPEN** (📁) button. Select the image file that you wish to use from the Open dialog and click the Open command button.
5. You can view the original and the converted image of a selected image.
6. You can change the properties of the image. (Sharpness and Brightness)
7. You can select the PREAMBLE IMAGE or POSTAMBLE IMAGE.



8. Click the **DOWN** (↓) button. “Download completed” message is displayed.
9. If you want to save the converted image, Click the **SAVE** (💾) button. (Saved images are stored in the “My Documents” folder.)

Copy the Images to an SD/USB Card

The PC Utility will create two image files:

- USERPRE.IMG
- USERPOST.IMG

They will be located on your PC at:

C:\MyDocuments\eSpresso\Store name\register name\IMAGE

Copy the images to the following path on your SD or USB:

\\ER-260EJ/ER-265EJ\Storename\IMAGE

Important: In the path: C:\MyDocuments\eSpresso\Store name\register name\IMAGE, the store name is the name you have defined as the store in the PC Utility.

Note: You must use the same store name in the ER-260EJ/ER-265EJ ECR at “Store name” of “SYSTEM” of the “*Options Programming*” in the “*Program Mode Programming*”. Note that the default store name is “STORE001”.

Flash ROM Updates

The ER-260EJ/ER-265EJ register software is loaded in flash ROM. This program may occasionally be updated by the manufacturer. Your SAM4s dealer can update the software if necessary. The Flash ROM can be loaded through a PC or by SD card.

CAUTION: Flash ROM Update by either method must be done by a qualified, trained technician. **DO NOT POWER OFF OR ABORT any program loading once it has started.** Failure to follow the procedures exactly may cause the program to load incompletely and for the register to fail completely.

Flash ROM Update by SD

The ER-260EJ/ER-265EJ Flash ROM program is contained in a binary file. This file contains both the Boot program area and the Application program area.

1. Copy binary file to the update folder of the SD card: SD:/update/**NR_Rom.bin**
2. Insert the SD card into the register. (The SD slot is located on the right side of the register. Remove the security screw and open the flap securing the SD slot. Insert the SD card until you hear a click sound and the SD card is securely in the SD port.)

Boot Area Update

3. Move the key to the **S** lock position to display the **Service Mode** menu.
4. From the **Service Mode** menu press **↓CHARGE1** until “PROGRAM BACKUP” is selected (or press **7** to view the option directly.) Press **CASH**.
5. The program files will back up to the SD card, when finished, the message “PGM BACKUP SUCCESS” displays; Press **CLEAR**.
6. Select “**1.SD**” and then select **6.BOOT UP SD** from the list of functions and press **CASH**.
7. After a short pause, the register will display confirmation of the successful download with the message “DOWNLOAD 100 % FINISHED!!.
8. Turn the ECR power switch OFF and proceed directly to the next step: Application Update.

Program Area Update

9. Set the **SERVICE MODE**.
10. Press the upper right key and the lower right key and Power ON the ECR. A rapid beep-beep-beep sound will be heard. Release the upper right key and the lower right key.
11. Press the **↑** key and the **↓** key to select menu and press the **CASH** key to confirm. Select the **2.SD CARD** menu and press **CASH**.
12. The display will flash (Current program is being erased), after a few seconds, the display will continue to flash, but at a slower rate. This continues for about 1-minute while the new program is being loaded. When the load is complete, a rapid beep-beep-beep will be heard again the display will stop flashing and display a blue color to confirm update completion.
13. Power the register **OFF/ON**. The FLASH ROM update is complete.
14. Remove the SD card from the register.
15. Perform a memory all clear on the ECR; see “Clearing Memory” on page 28 for details. The ECR is now ready to program or to load a previously saved end-user program.

Flash ROM Update by PC

Update Files

To complete the firmware update, you will be supplied with the following files:

- DownLoad.exe (The update utility program)
- Binary file

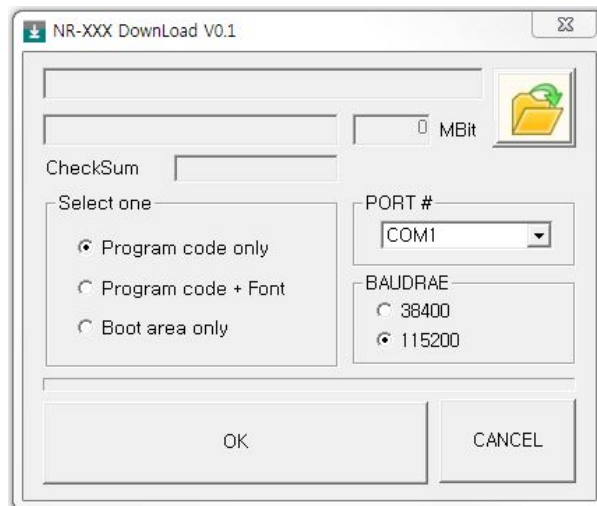
PC Connection Cable


YOU MUST USE Port #1. Use the following cable:

- Register RJ-45 COM 1 to PC DB-9F


Boot Area Update

1. Connect the Serial Cable from the ECR to the PC.
2. At the register, move to the **SERVICE MODE**.
3. Press the ↓ key and the ↑ key to select menu and press the **CASH** key to confirm. Select the “**7.PROGRAM BACKUP**” menu. Then select “**1.SD**”.
4. Select the **7.BOOT UP COM** menu.
5. At the PC, execute the program “DownLoad.exe”. The Download dialog box displays.



6. Select the appropriate com port connection at your PC at the PORT# option buttons.
7. Click  find the folder where the update files are located and select binary file.
8. Select **Boot Area Only** in the Select One option buttons.
9. Press **OK** Button. The download takes about 30 seconds; the scroll bar will track the progress of the download. At the ECR, the display will flash slowly while the update is taking place.
10. When complete, the message **Completed** displays on the PC. Click **OK** and the Download program will close. At the ECR, the display will change to a blue color indicating the update is complete. Turn the power switch to the **OFF**.

Program Area Update

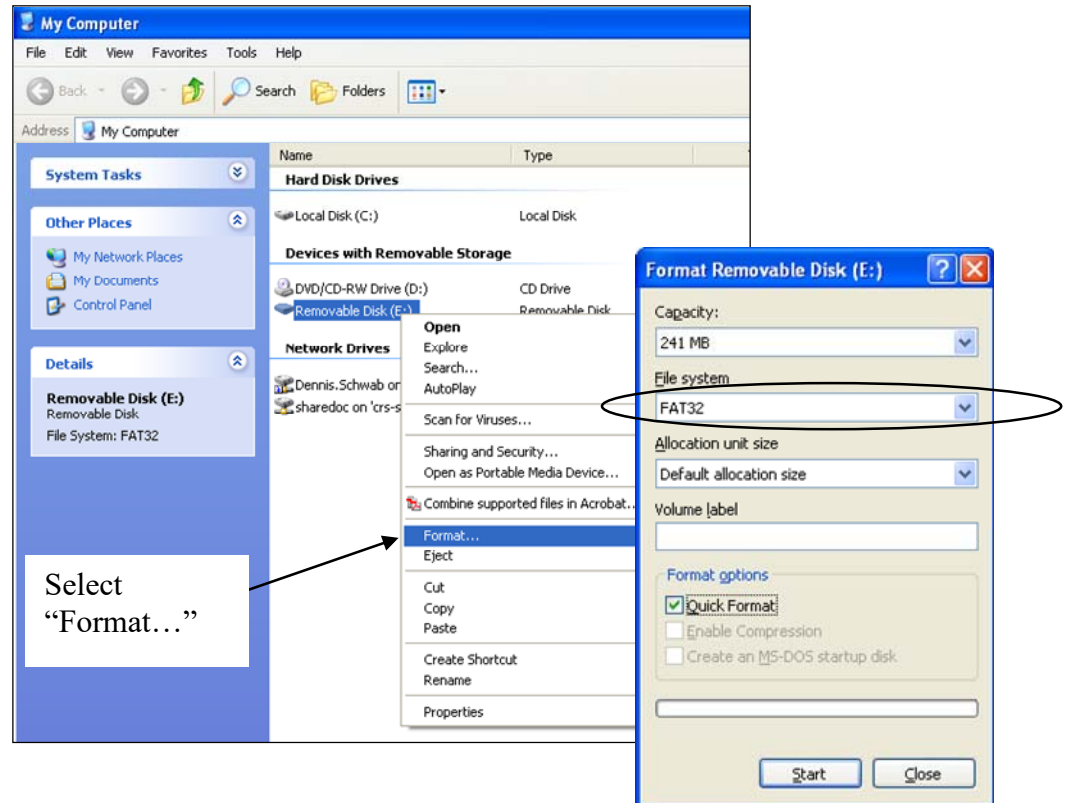
1. Connect the Serial Cable from ECR to PC.
2. At the register, move to the **SERVICE MODE**.
3. Turn the power switch to the **OFF** position.
4. Press the upper right key and the lower right key. A rapid beep-beep-beep sound will be heard. Release the upper right key and the lower right key.
5. Press the ↑ key and the ↓ key to select menu and press the **CASH** key to confirm. Select the **1.SERIAL1** menu.
6. At the PC, execute the program "Download.exe". The Download dialog box displays.
7. Select the appropriate com port connection at your PC at the PORT# option buttons.
8. Click  find the folder where the update files are located and select binary file.
9. Select **Program code + Font** in the Select One option buttons.
10. Press **OK** Button. The download takes about 3 minutes. At the PC, the scroll bar will track the progress of the download. At the ECR, the display will flash (Current program is being erased), after a few seconds, the display will continue to flash, but at a slower rate. This continues for about 3 minutes while the new program is being loaded.
11. When complete, the message **Completed** displays at the PC. Click **OK** and the Download program will close. At the ECR, when the load is complete, a rapid beep-beep-beep will be heard, and the display will flash rapidly. Turn the power switch to **OFF**, the program update is complete.
12. Disconnect the PC cable.
13. Perform a memory all clear on the ECR. The ECR is now ready to program or to load a previously saved end-user program.

Using an SD Card or USB Memory for the First Time

NOTE: SD cards/USB memory must be formatted as FAT32.

CAUTION: Formatting the SD card will clear all data on the SD card and prepare it for use.

1. Start Windows Explorer.
2. Select the SD/USB card drive, right click and select **Format**. (Win XP screen shown; slightly different procedures are used with different operating systems.)
3. From the Format dialog, you must select the File System: **FAT32**.



Program Mode Programming

Overview

Most register programming takes place in program mode (the control lock is placed in the PGM position.) Programs here include:

- **PLU** – Set PLU prices, descriptors and options. Also, assign PLU's to groups, link to other PLU's, assign to mix and match groups, set stock levels and set additional options
- **Group** – Groups collect sales from sets of items (PLU's) Set descriptors and options for groups here.
- **Function Key** – Set descriptors, entry limits and specific options related to each function key you may be using.
- **Options** – Set options related to the operation of your register.
- **Employee (Clerk)** – Set names, codes and assignments for each clerk.
- **Time** – Set the register date and time.
- **Taxes** – Set tax rates or tables can be set for each of four possible taxes. Value added taxes and GST (Canada) can be set.
- **Messages** – Set receipt messages and report descriptors
- **Mix & Match** – Set up discounts such as “buy 2 and get \$1 off”.
- **Program Scans** – Print a record of you register program.

Default Programming

Each SAM4s ECR is ready to use after un-boxing, loading the paper and completing the memory all clear procedure (see “Clearing Memory” on page 28.)

- All keyboard PLU's are nontaxable and preset, with a “0” price.
- All system options are set to default. Change only the options that will deviate from default programming.
- All programming (unless otherwise noted) is done with the control lock in the PGM position. Each section details a specific area of register programming.

Descriptor Programming Methods

Descriptors can be programmed for PLU's, function keys, groups, clerks and the logo/messages. Two methods are available to program descriptors, the Program Overlay Method and the Descriptor Code Method. This chapter describes both methods. Refer to each program area for specific steps for programming PLU's, groups, function keys, etc.

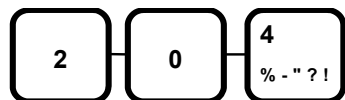
Descriptor Overlay Method (SMS mode)

This method is the default descriptor program method. When the descriptor field is selected on the program screen, press the appropriate keys to enter a descriptor:

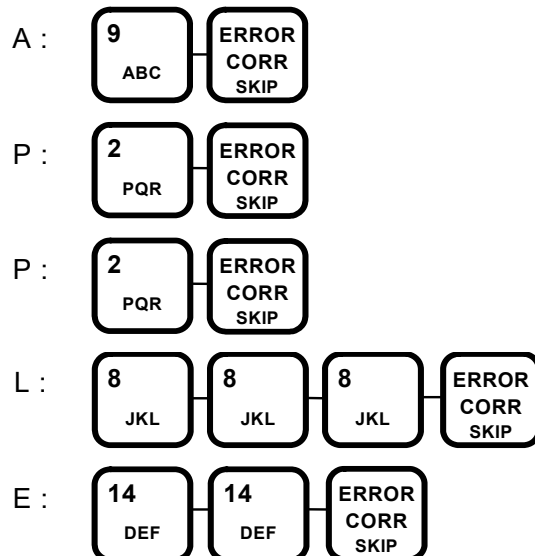
- Each of the fifteen PLU keys on the keyboard has descriptor characters printed in subscript. For example: PLU 9 is ABC. Press a key once to select the first character, press it again to select the second character, and again to select the third. When the character you desire is displayed, press the ERROR CORRECT/SKIP key to finish your character selection and select the next character.
- Press a numeric key (1 – 9, 0, 00 or decimal) to enter a numeral in the descriptor field.

Program Examples

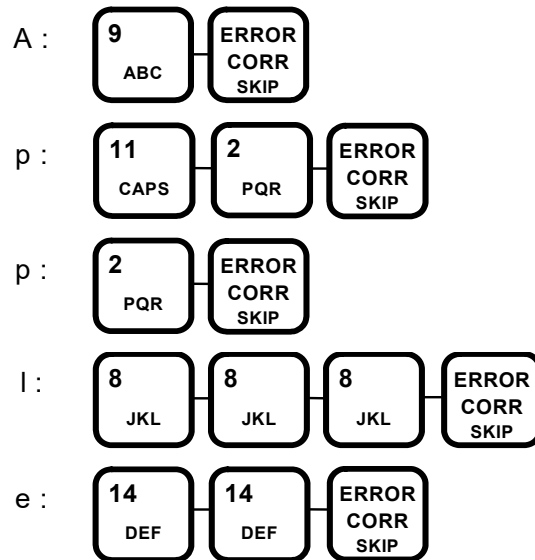
To program the descriptor "20%", press:



To program the descriptor "APPLE", type:

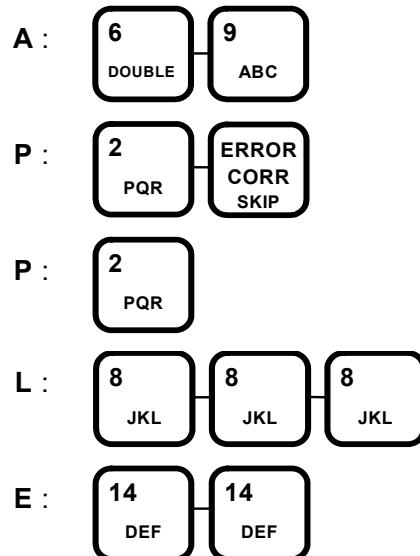


To program the descriptor "Apple", type:



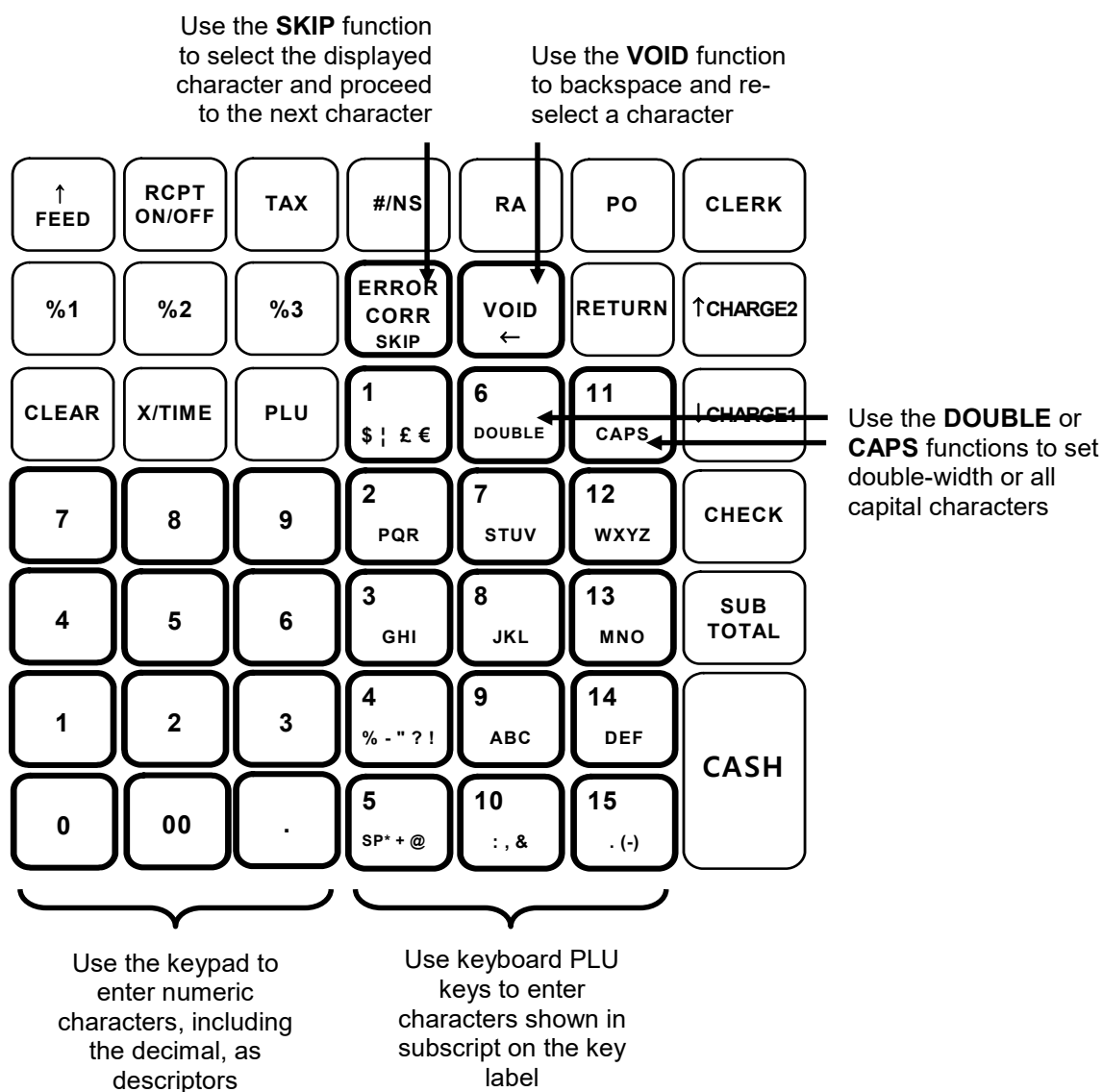
NOTE: Use the CAPS key to toggle between upper and lower case descriptor options.

To program the descriptor "APPLE" with DOUBLE (wide) characters type:



NOTE: Use the DOUBLE key to toggle to between double and normal size descriptor options.

Keyboard Overlay



Descriptor Code Method

If you customize your keyboard by covering key locations, or by installing double or quad size keys, you will need to program descriptors using the descriptor code method. See “SYSTEM” of “*Options Programming*” on page 142. You must set the “DESC. PGM METHOD” option to be CODE TYPE.

Program Sequence

1. With the cursor pointed at a descriptor field, refer to the Descriptor Code Chart below and type the code for the first character.
2. For each additional character, type the code. Each character will be displayed as it is entered.
3. Press CASH when the descriptor is complete.

Program Example

To program the descriptor "APPLE", type:

[065] [080] [080] [076] [069] [CASH]

A P P L E

For DOUBLE (wide) characters enter **999** before each descriptor code. For example:

Ⓐ = [999] [065] [CASH]

Descriptor Code Table

Char.	Ç	ü	é	â	ä	à	å	ç	ê	ë
Code	001	002	003	004	005	006	007	008	009	010
Char.	è	ï	î	ì	Ä	Å	É	æ	Æ	ô
Code	011	012	013	014	015	016	017	018	019	020
Char.	ö	ò	û	ù	ÿ	Ö	Ü	▪	£	¥
Code	021	022	023	024	025	026	027	028	029	030
Char.	€	SPACE	!	"	#	\$	%	&	'	(
Code	031	032	033	034	035	036	037	038	039	040
Char.)	*	+	,	-	.	/	0	1	2
Code	041	042	043	044	045	046	047	048	049	050
Char.	3	4	5	6	7	8	9	:	;	<
Code	051	052	053	054	055	056	057	058	059	060
Char.	=	>	?	@	A	B	C	D	E	F
Code	061	062	063	064	065	066	067	068	069	070
Char.	G	H	I	J	K	L	M	N	O	P
Code	071	072	073	074	075	076	077	078	079	080
Char.	Q	R	S	T	U	V	W	X	Y	Z
Code	081	082	083	084	085	086	087	088	089	090
Char.							a	b	c	d
Code	091	092	093	094	095	096	097	098	099	100
Char.	e	f	g	h	i	j	k	l	m	n
Code	101	102	103	104	105	106	107	108	109	110
Char.	o	p	q	r	s	t	u	v	w	x
Code	111	112	113	114	115	116	117	118	119	120
Char.	y	z	BACK SPACE			DOUBLE				
Code	121	122	123			999				
Char.	Á	á	Ñ	ñ	Ã	ã				
Code	125	126	127	128	129	130				

Program Mode Menu

1. Move the key to the **P** lock position to display the **Program Mode** menu.

PROGRAM MODE 1 . PLU

2. There are ten programming options:

- 1 . PLU
- 2 . GROUP
- 3 . FUNCTION KEY
- 4 . OPTIONS
- 5 . EMPLOYEE
- 6 . TIME
- 7 . TAXES
- 8 . MESSAGES
- 9 . MIX & MATCH
- 10 . PGM SCAN

3. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Program Mode** menu. Or, if you already know the menu number of the Program Mode function you wish to perform, you can enter the digit (1-10) directly.

PLU Programming

To accommodate UPC scanning, each PLU can be given an identifying number up to 14 digits in length.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, Press **CASH**.

PLU
1 . ADD / CHANGE

3. There are four PLU programming options:

1 . ADD / CHANGE
2 . DELETE
3 . PLU STOCK
4 . NLU CODE# PGM

4. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **PLU** menu. Or, if you already know the menu number of the PLU function you wish to perform, you can enter the digit (1-4) directly.

Add/Change PLU

Add/Change One PLU

1. From the PLU PROGRAMMING screen, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “1.ADD/CHANGE” (or press **1** to go to the option directly). Press **CASH** to view the add or change a PLU screen:

ADD / CHANGE 1 . ONE PLU

2. From the ADD/CHANGE screen use the **↓CHARGE1** and the **↑CHARGE2** keys to select “1.ONE PLU” (or press **1** to go to the option directly). Press **CASH** to view PLU NUMBER screen:

ENTER PLU # 0

3. Enter PLU number and **CASH** to select individual PLU. The PLU OPTION screen displays:
4. Refer to "PLU Options - Reference Information" on page 113 to make program entries or changes, press the **CLEAR** key to finalize and return to the previous screen.

Add/Change Range of PLU's

1. From the PLU PROGRAMMING screen, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “1.ADD/CHANGE” (or press **1** to go to the option directly). Press **CASH** to view the add or change a PLU screen:
2. From the ADD/CHANGE screen use the **↓CHARGE1** and the **↑CHARGE2** keys to select “2.RANGE PLU” (or press **2** to go to the option directly). Press **CASH** to enter the beginning number in the PLU range you wish to program:

ENTER FROM PLU # 0

3. Enter the FROM PLU number and **CASH** to display TO PLU# screen:

ENTER TO PLU# 0

4. Enter the TO PLU number and **CASH** to display PLU OPTIONS.
5. Refer to "PLU Options - Reference Information" on page 113 to make program entries or changes, press the **CLEAR** key to finalize and return to the previous screen.

PLU Options - Reference Information

#	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a descriptor for each PLU. Type the descriptor using the Program Overlay, or by using the descriptor code method (see page 104.) The overlay is automatically activated when the cursor is pointing at the DESC field. The default descriptors are PLU1, PLU2, etc.
2 3	PRICE/HALO1 PRICE/HALO2	7-digit amount	Two price levels are available. (Note that price level fields 2 will display only if you allocate memory for the additional price level.) If the PLU is open, the amount entered here is the H igh A mount L ock O ut (HALO). You can limit errors by setting the maximum amount that can be entered into a PLU. If the PLU is preset, the amount entered here is the amount that is registered automatically when the PLU is entered.
4	PRESET	Y or N	Choose Y for a preset PLU. Choose N for an open PLU. Open PLU's accept amount entries. Use open PLU's to enter different priced items into the same PLU. Preset PLU's automatically register a preprogrammed price when the PLU is entered or pressed. Use preset PLU's to register an individual item quickly and accurately. For example: cigarette packs can be assigned to PLU's.
5	PRESET OVERRIDE	Y or N	If Y , you can enter a price to override the preset price.
6 7 8 9	TAXable BY TAX1 TAXable BY TAX2 TAXable BY TAX3 TAXable BY TAX4	Y or N	Select N for nontaxable items. Select Y to apply the appropriate tax automatically for this PLU.
10	FOOD STAMP ELIGIBLE	Y or N	Select Y here if the item can be paid with food stamps or EBT.
11 12 13	GROUP #1 GROUP #2 GROUP #3	0-99	For each of three group assignments, enter a group where this PLU's sales will accumulate. The number of groups available is determined by memory allocation.
14	NEGATIVE ITEM	Y or N	Select Y to register items that subtract, rather than add to the sale total.
15	HASH	Y or N	Items designated with HASH status add to the current sale, but do not add to the registers grand total. HASH items may or may not add to the net sales total - see "SYSTEM" of "Options Programming" in the "Program Mode Programming" chapter. Use hash for lottery sales or bottle deposits.
16	SINGLE ITEM	Y or N	Select Y for a single item PLU. Single item PLU's automatically total as a cash sale immediately after the PLU entry. Single item PLU's are used to speed up one item sales.
17	NON-ADD # COMP	Y or N	Select Y to enforce the entry of a non-add number before a registration can be made.

#	Option	Entry	Description
18	GALLONAGE ITEM	Y or N	Select Y to compute gallons sold. The gallons sold will print along with the price entry on the receipt. The total gallons sold will accumulate in the PLU counter. You must program the price per gallon (in tenths of a cent, i.e. \$1.299 for \$1.29 and 9/10) in the PRICE/HALO field.
19	INVENTORY ITEM	Y or N	Select Y if you wish to track the number of items remaining in inventory using the Stock report.
20	DISABLE	Y or N	Select Y to disable the PLU. Entries cannot be made into disabled PLU's.
21	SCALABLE	Y or N	If Y , the PLU will work only when you are multiplying a weight from an optional scale or when multiplying a manually entered weight. (For example: enter weight, press SCALE , then register PLU.)
22	AUTO SCALE	Y or N	Select Y if you wish entries into this PLU to be automatically multiplied by the weight on the optional scale.
23	CONDIMENT	Y or N	Select Y if you wish the item to act like a condiment on the kitchen printer. Items with this status will satisfy the requirements of items with compulsory condiment status.
24	COMPULSORY CONDIMENT	Y or N	Select Y if you wish to force the entry of a condiment after this item is entered.
25	PRINT ON RECEIPT	Y or N	Select N if you wish to suppress printing of the item on the receipt.
26	DISPLAY PLU	Y or N	Select Y if you wish to display the item on the display.
27	PRT PRICE ON RECEIPT	Y or N	Select N if you wish to suppress printing of the item's price on the receipt.
28	DISABLE PROMO	Y or N	Select Y to block the PROMO function on this PLU.
29	COUNTER NOT RESET	Y or N	Select Y if you do not wish to reset the PLU item counter on the Z PLU report.
30	PRESET OVERRIDE IN MGR CONTROL	Y or N	If preset override is Y , then you can force manager control for preset override by setting this option to Y .
31	DISABLE RETURN & VOID	Y or N	If Y , you cannot correct this PLU through void operations (Void Item/ Error Correct/VOID Mode) or perform a merchandise return of this PLU item. The Y value is recommended when using liquor control systems.
32	PRICE CHANGE ITEM	Y or N	Select Y to change price on this PLU using the price change function key in register mode. .
33	ALLOW DISCOUNTS	Y or N	Select Y to allow Discounts on this PLU.
34	AUTO TARE (1-5)	1-5	Select Y if you wish entries into this PLU to be automatically multiplied by the weight on the optional scale.
35	MIX&MATCH#	0-99	Enter a value (1-99) to indicate the number of the preprogrammed MIX&MATCH TABLE. Enter 0 to disable

#	Option	Entry	Description
36	LINK PLU	14-digit maximum	If you wish the registration of this PLU to automatically cause the registration of another PLU, enter the PLU # you wish to link with the 10-key pad. Enter 0 for no link.
37	QTY/MODIFIER1	0-99.99	Enter quantity modifier count.
38	QTY/MODIFIER2		
39	MINIMUM STOCK	0-9999.99	Enter Minimum Stock amount.

Delete PLU

Note: Before a PLU can be deleted, all report information must be cleared. It may be necessary to run a Z1 and Z2 PLU Report, and if the PLU is an inventory item, you must change the stock to zero.

If PLU's had been added to the database by using the NOT FOUND PLU function, RESET N.F PLU must be issued. See page 67 for details.

Delete One PLU

1. From the **PLU PROGRAMMING** screen, use the **↓CHARGE1** and the **↑CHARGE2** keys to select "2.DELETE" and press **CASH** or press **2** and **CASH** to display the **DELETE PLU** screen:

DELETE 1 . ONE PLU

2. Select "1.ONE PLU" (or press **1**) and press **CASH** to delete an individual PLU. The **PLU NUMBER** screen displays:

ENTER PLU # 0

3. Enter the number of the PLU you wish to delete and press **CASH**. The **DELETE** message will print.

Delete PLU Range

1. From the **PLU PROGRAMMING** screen, use the **↓CHARGE1** and the **↑CHARGE2** keys to select "2.DELETE" (or press **2** to view the option directly). Press **CASH** to display the **DELETE PLU** screen:

DELETE 1 . ONE PLU

2. Select "2.RANGE PLU" (or press **2**) and **CASH** to delete a range of PLU's. The **PLU NUMBER** screen displays: Enter the number of FROM PLU# in the range you wish to delete. Press **CASH**.

ENTER FROM PLU# 0

3. Enter the number of TO PLU# in the range you wish to delete.

ENTER TO PLU# 1

4. Press **CASH** to delete the PLU. The **DELETE** message will print.
5. Continue to delete another PLU's or press **CLEAR** key until return to PROGRAM MODE menu.

PLU Stock

Note: Before program PLU stock, 'Inventory Item' option set as 'Y' in PLU programming.

1. From the **PLU PROGRAMMING** screen, use the **↓CHARGE1** and the **↑CHARGE2** keys to select "3.PLU STOCK" (or press **3** to go to the option directly). Press **CASH** to view the PLU Stock screen:

PLU STOCK
1 . ONE PLU ←

2. Select to edit ONE PLU or a RANGE PLU's.

One PLU

3. From the **PLU STOCK** screen, select "1.ONE" (or press **1** to go to the option directly). Press **CASH** to view the ENTER PLU NUMBER screen:

PLU STOCK
1 . ONE PLU ←

ENTER PLU #
0

4. Enter the number of the PLU you wish edit the stock quantity for and press **CASH**.

OPERATOR : ADD (+)
ADD (+) ←

5. Select the operation to perform, "**OPERATOR: ADD (+), SUB (-) or REPLACE**"; Press **CASH**.
6. Enter the stock quantity you wish to ADD/SUBTRACT/REPLACE, and press **CASH**. Note: that stock is kept in decimal units and you must enter new or additional stock to two digits beyond the decimal. For example: type 1 0 0 0 to enter ten units of inventory.
7. To program additional PLU's repeat from step 3 or press **CLEAR** key to finalize.

Range of PLU's

1. From the **PLU STOCK** screen select "2.RANGE PLU" (or press **2** to go to the option directly). Press **CASH** to display RANGE PLU screen:

```
PLU STOCK
2 . RANGE PLU      ←
```

```
ENTER FROM PLU #
                   0
```

2. Enter **FROM PLU#** number and **CASH** to display **TO PLU#** screen:

```
ENTER FROM PLU#
                   1
```

```
ENTER TO PLU #
                 20
```

3. Enter **TO PLU#** number and **CASH** to display STOCK ENTRY screen:

```
OPERATOR :  ADD ( + )
              ADD ( + )      ←
```

4. Select the operation to perform, "**OPERATOR: ADD (+), SUB (-) or REPLACE**"; Press **CASH**.
5. Enter the stock quantity you wish to ADD/SUBTRACT/REPLACE, and press **CASH**. Note that stock is kept in decimal units and you must enter new or additional stock to two digits beyond the decimal. For example: type 1 0 0 0 to enter ten units of inventory.
6. To program additional PLU's repeat from step 3 or press **CLEAR** key to finalize.

NLU Code# Program

NLUs are fixed keys on the keyboard (like traditional department keys) that access specific PLU's.

On the default keyboard, the PLU# assigned to the NLU key is the same, i.e. NLU key number one is PLU #1. However, with this program, you can assign any PLU number you wish to any one of the NLU keys.

1. From the **PLU PROGRAMMING** screen, select "4.NLU CODE# PGM" (or press **4** to go to the option directly). Press **CASH** to display the **NLU CODE# PGM** screen:

```
NLU CODE# PGM
ENTER NLU KEY
```

2. Press one of the fifteen NLU keys on the keyboard or press **CLEAR** to exit.

```
ENTER NEW PLU #
                   0
```

3. The current PLU code number displays. Type the new PLU code number you wish to use for this NLU key, press **CASH**.
4. The **NLU CODE PROGRAM** screen returns. Continue from step 1 to program additional NLU keys or press **CLEAR** to exit.

Group Programming

Up to 99 groups (*the exact number is determined by memory allocation*) are available to summarize PLU sales. Group totals appear on reports, so that you can track sales of different types of items.

- The group descriptors programmed here will replace the default descriptors GROUP 1 through GROUP 99 that appear on reports.
- Each PLU can report totals to one, two or three different groups. If a PLU sends totals to more than one group, the group total that appears on the Group report will not represent PLU sales. Therefore, you also have the option of deciding whether each group's total will add to the group total on the Group report.

To Program Groups

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. Press the **↓CHARGE1** to select “2.GROUP” (or press **2** to the option directly).
3. Press **CASH** to display the **GROUP PROGRAMMING** screen. (The maximum number of groups is determined by memory allocation.)

ENTER GROUP #
(1 - 1 0) 0

4. Enter the number of the group to be programmed, press the **CASH**. The **GROUP# PROGRAMMING** screen displays:

GROUP
1.DESC : [GROUP

5. There are nine group options that can be set:

```
1.DESC      [GROUP 01]
2.ADD TO GROUP TO GROUP TOTAL
3.SEND TO KP
4.KP PORT#: RCPT
5.KP PORT#: 1
6.KP PORT#: 2
7.KP PORT#: 3
8.PRINT RED ON KP
9.GIFT CARD
```

6. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options. Or, if you already know the menu number of the option you wish to perform, you can enter the digit (1-9) directly. Press the **CASH** key.
7. Use the “Group Programming - Reference Information” on the following page and make changes as necessary. Press **CLEAR** to return to the PROGRAM MODE screen.

Group Programming - Reference Information

#	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a descriptor for each group. Type the descriptor using the Program Overlay or by using the descriptor code method (see page 104.). The overlay is automatically activated when the cursor is pointing at the DESC field. The default descriptors are GROUP 01, GROUP 02, etc.
2	ADD TO GROUP TOTAL	Y or N	Select N if you do not wish this groups total to be added to the total of all groups on the Group report.
3	SEND TO KP	Y or N	Select Y if you wish to send PLU's reporting to this group to a kitchen printer.
4	KP PORT #: RECEIPT	Y or N	Select Y if you wish to print a kitchen requisition at the register.
5	KP PORT #: 1	Y or N	Select Y if you wish to print a kitchen requisition at the Port1.
6	KP PORT #: 2	Y or N	Select Y if you wish to print a kitchen requisition at the Port2.
7	KP PORT #: 3	Y or N	Select Y if you wish to print a kitchen requisition at the Port3.
8	PRINT RED ON KP	Y or N	Select Y if you wish items reporting to this group to print in red on the kitchen printer. (Note, the kitchen printer must have red/black printing capability, and this option does not apply to the register receipt printer.)
9	GIFT CARD	Y or N	

Function Key Programming

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. Press the **↓CHARGE1** twice to select “3.FUNCTION KEY” and press **CASH** or press **3** and **CASH** to display the **FUNCTION KEY** screen.

FUNCTION KEY 1 . FUNCTION KEY

3. Press **1** and **CASH** to select FUNCTION KEY menu.

ENTER FUNC . KEY TO BE PROGRAMMED

4. Press the function key you wish to program. For example: Press the **#/NS** key to view the **#/NS** function key options:
5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options for the function key you have selected. The pages that follow detail the reference information for each key.
6. Select an option and press the **CASH** to set that option value.
7. From the YES/No type option screen, Press the **↑CHARGE2** key for **YES** and the **↓CHARGE1** key for **NO**; Press the **CASH** to confirm the option selection.
8. Press **CLEAR** at any time to return to the FUNCTION KEY menu without saving changes.

Function Key Codes

Code	Function
1 ~ 300	NLU 1 – NLU 300
301	Numeric 1
302	Numeric 2
303	Numeric 3
304	Numeric 4
305	Numeric 5
306	Numeric 6
307	Numeric 7
308	Numeric 8
309	Numeric 9
310	Numeric 0
311	Numeric 00
312	Decimal
313	#/NS
314	%1
315	%2
316	%3
317	%4
318	%5
319	X/TIME
320	ADD CHECK
321	CANCEL
322	CASH
323	CHARGE 1
324	CHARGE 3
325	CHARGE 4
326	CHARGE 5
327	CHARGE 6
328	CHARGE 7
329	CHARGE 8
330	CHARGE 1
331	CHECK
332	CHECK CASHING
333	CHECK ENDORSE
334	CLEAR
335	CLERK #
336	CURRENCY CONV.1
337	CURRENCY CONV.2
338	CURRENCY CONV.3
339	CURRENCY CONV.4
340	ERROR CORRECT

Code	Function
341	F/S SHIFT
342	F/S SUB
343	F/S TEND
344	PLU(CODE ENTRY)
345	PRICE LEVEL 1
346	PRICE LEVEL 2
347	MACRO 1
348	MACRO 2
349	MACRO 3
350	MACRO 4
351	MACRO 5
352	MACRO 6
353	MACRO 7
354	MACRO 8
355	MACRO 9
356	MACRO 10
357	MDSE RETURN
358	MODIFIER 1
359	MODIFIER 2
360	MODIFIER 3
361	MODIFIER 4
362	MODIFIER 5
363	
364	PAID OUT 1
365	PAID OUT 2
366	PAID OUT 3
367	
368	PROMO
369	RECD ON ACCT 1
370	RECD ON ACCT 2
371	RECD ON ACCT 3
372	SUBTL(SUBTOTA
373	SCALE
374	TARE
375	TAX EXEMPT
376	TAX SHIFT 1
377	TAX SHIFT 2
378	TAX SHIFT 3
379	TAX SHIFT 4
380	VOID
381	WASTE

Code	Function
382	VALIDATION
383	PRICE INQUIRY
384	RCPT ON/OFF
385	
386	ALPHA TEXT
387	AUTO CASH 1
388	AUTO CASH 2
389	AUTO CASH 3
390	AUTO CASH 4
391	AUTO CASH 5
392	AUTO CASH 6
393	AUTO CASH 7
394	AUTO CASH 8
395	AUTO CASH 9
396	CLERK 1
397	CLERK 2
398	CLERK 3
399	CLERK 4
400	CLERK 5
401	CLERK 6
402	CLERK 7
403	CLERK 8
404	CLERK 9
405	CLERK 10
406	CHARGE #
407	HELP
408	MACRO #
409	PRICE CHANGE
410	STOCK INQUIRY
411	
412	
413	
414	
415	
416	DATATRAN TIP
417	
418	
419	
420	
458	INACTIVE

#/No Sale Function Options

	Option	Entry	Description
1	DESC1	Alpha numeric 24 character	You can program a unique descriptor for the no sale function. The default descriptor is NOSALE.
2	DESC2	Alpha numeric 24 character	You can program a unique descriptor for the non-add # function. The default descriptor is NON ADD #.
3	NO SALE KEY DISABLE	Y or N	Select Y to disable the no sale function (non-add entries are allowed).
4	UNDER MANAGER CONTROL	Y or N	Select Y to allow operation only in manager operation mode.
5	INHIBIT NO SALE AFTER NON-ADD #	Y or N	Select Y if you want to disable the NO SALE function after a non-add number is entered.
6	COMP. # AT START OF SALE	Y or N	Select Y if you wish to enforce the entry of a non-add number at the beginning of each transaction. (For example: to track the number of customers in each sale or to identify a customer number with each sale.)
7	PRINT ON N/S	Y or N	Select N to stop printing when a NO SALE is performed.
8	NON-ADD # PROHIBIT	Y or N	Select Y to disable the non-add # function.
9	COMP NON-ADD # MUST MATCH MAX DIGIT	Y or N	Select Y if you wish all non-add number entries to have the exact number of digits selected in the MAX DIGIT flag below.
10	MAX DIGIT (0-8)	0-8	Enter the maximum number of digits for non-add number entry. Zero (0) means no limit.

%1 -%5 Function Options

#	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are % 1-4.
2	AMOUNT:Y %:N	Y or N	Select Y if you wish for this key to apply an amount (as in a coupon). Select N if you wish for this key to apply the percentage (as in a discount or surcharge).
3	AMOUNT/RATE	5 digits	If the function is an amount, enter the amount from 0 to 999.99. If not zero, the amount will be the preset coupon amount. If the function is a percentage, enter a percentage from 0 to 99.999%. If not zero, the percentage will be the preset percentage
4	KEY DISABLE	Y or N	Select Y to disable this function.
5	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER mode. When selected, the function is allowed only in the MANAGER MODE .
6	OPEN:Y PRESET:N	Y or N	Select Y if you wish the amount or percentage to be entered by the operator; select N if you wish the amount or percentage to be preset.
7	SALE:Y ITEM:N	Y or N	Select Y if you wish the amount or percentage to apply to the sale total. Select N if you wish the amount or percentage to apply to an item.
8	OVERRIDEABLE	Y or N	Select Y if you wish to enter a percentage or amount to override the preset percentage or amount set in the RATE field.
9	POS.:Y NEG.:N	Y or N	Select Y if you wish for the amount or percentage to add to the sale total. Select N if you wish for the amount or percentage to subtract from the sale.
10	TAXable BY TAX1 TAXable BY TAX2 TAXable BY TAX3 TAXable BY TAX4	Y or N	Select N to tax any taxable items before the discount or surcharge is applied (tax the gross amount). Select Y to tax any taxable items after the discount or surcharge is applied (tax the net amount).
11	ALLOW ONLY ONE TIME SUBTOTAL ENTRY	Y or N	If Y , you can enter only a single coupon and you must press the SUBTOTAL key before the coupon entry.
12	ALLOW MULTIPLE AMOUNT DISCOUNT (COUPON) WITHOUT SUBTOTAL ENTRY	Y or N	If you set a % key to be used for vendor coupons (i.e. amount, negative and sale status) then choose Y to allow the function to be operated multiple times, without requiring the SUBTOTAL key to be pressed prior to the coupon entry.
13	PRESET OVERRIDE IN MGR ONLY	Y or N	Select Y to allow preset override only in manager operation mode.
14	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

ADD CHECK Function Options

#	Option	Entry	Description
1	DESC	Alphanumeric 24 character	You can program a unique descriptor. The default descriptor is ADD CHECK.
2	KEY DISABLE	Y or N	Select Y to disable this function.
3	COMPULSORY BEFORE TENDERING	Y or N	Select Y if you want to force the operator to use the ADD CHECK function before tendering.
4	ADVANCE THE CONSECUTIVE #	Y or N	Select Y if you want to advance the consecutive number each time the ADD CHECK key is used.
5	DELETE THE PRE/POSTAMBLE	Y or N	Select Y if you want to delete the preamble and postamble each time the ADD CHECK key is used.
6	EXEMPT TAX 1 EXEMPT TAX 2 EXEMPT TAX 3 EXEMPT TAX 4	Y or N	Select Y to exempt the appropriate tax automatically when finalized with this key.
7	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

CANCEL Key Function Options

#	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is CANCEL.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

CASH Key Function Options

#	Option	Entry	Description
1	DESC	Alphanumeric 24 characters	You can program a unique descriptor. The default descriptor is CASH.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be tendered. "0" means that there is no entry limit.
3	AMOUNT TEND COMP.	Y or N	Select Y if you want to force the operator to enter the tendered amount and let the register calculate the change.
4	OVER/UNDER TENDER IN MGR CONTROL	Y or N	Select Y if you do not want the operator to tender more than the amount of the sales and issues to be changed. When selected, over and under tendering is allowed only in the MANAGER MODE .
5	DISABLE UNDER TEND.	Y or N	Select Y if you do not want the operator to tender less than the amount of the sale.
6	DOES DRAWER OPEN	Y or N	Select N if you do not want the drawer to be opened with this key.
7	EXEMPT TAX 1-4	Y or N	Select Y to exempt the appropriate tax automatically when finalized with this key.
8	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

CHARGE 1-8 Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 characters	You can program a unique descriptor. The default descriptors are CHARGE 1-8.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be tendered. "0" means that there is no entry limit.
3	AMOUNT TEND COMP.	Y or N	Select Y if you want to force the operator to enter the tendered amount and let the register calculate the change.
4	OVER/UNDER TENDER IN MGR CONTROL	Y or N	Select Y if you do not want the operator to tender more than the amount of the sale and issue change. When selected, over tendering is allowed only in the MANAGER MODE .
5	DISABLE UNDER TEND.	Y or N	Select Y if you do not want the operator to tender less than the amount of the sale.
6	DOES DRAWER OPEN	Y or N	Select N if you do not want the drawer to be opened with this key.
7	ALLOW OVER TEND.	Y or N	Select Y if you wish to allow tender greater than the amount of the sale.
8	NON-ADD # ENTRY COMPULSORY	Y or N	Select Y if you wish to enforce the entry of a non-add number prior to tendering.
9 - 12	EXEMPT TAX 1 – TAX4	Y or N	Select Y to exempt the appropriate tax automatically when finalized with this key.
13	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.
14	SEND TO EFT	Y or N	Select Y if IPTran LT is connected for integrated credit.
15	EFT PORT (0-3)	Y or N	Enter the number for the port where the EFT IPTran is connected.
16	ALLOW ROUNDING	Y or N	Select Y you wish to allow rounding when pressing the CHARGE1~CHARGE8 key.
17	SELECT CARD TYPE	Y or N	None, Credit, Debit, Gift, Gift No NSF, Cash Benefit
18	SHOW TIP ON	Y or N	REG PINPAD PRINT TIP LINE ONLY

CHECK Key Function Options

	Option	Entry	Description
1	DESC	Alphanumeric 24 characters	You can program a unique descriptor. The default descriptor is CHECK.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be tendered. "0" means that there is no entry limit.
3	AMOUNT TEND COMP.	Y or N	Select Y if you want to force the operator to enter the tendered amount and let the register calculate the change.
4	OVER/UNDER TENDER IN MGR CONTROL	Y or N	Select Y if you do not want the operator to tender more than the amount of the sale and issue change. When selected, over tendering is allowed only in the MANAGER MODE .
5	DISABLE UNDER TEND.	Y or N	Select Y if you do not want the operator to tender less than the amount of the sale.
6	DOES DRAWER OPEN	Y or N	Select N if you do not want the drawer to be opened with this key.
7 8 9 10	EXEMPT TAX 1 EXEMPT TAX 2 EXEMPT TAX 3 EXEMPT TAX 4	Y or N	Select Y to exempt the appropriate tax automatically when finalized with this key.
11	COMPULSORY CHECK ENDORSEMENT	Y or N	Choose Y to enforce check endorsement if an optional printer with endorsement capability is connected to a Serial port.
12	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

CHECK CASHING Key Function Options

	Option	Entry	Description
1	DESC	Alphanumeric 24 character	You can program a unique descriptor. The default descriptor is CHKCASH.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.
6	COMPULSORY CHECK ENDORSEMENT	Y or N	Choose Y to enforce check endorsement if an optional printer with validation capability is connected to a Serial port.

CHECK ENDORSEMENT Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is CHKENDOR.
2	KEY DISABLE	Y or N	Select Y to disable this function.
3	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
4	PRINT CHECK AMT IN THE ENDORSEMENT	Y or N	Choose Y to print the amount of check as well as the endorsement message. Choose N to print only the endorsement message. Note: A 10-line check endorsement message may be programmed. See "Endorsement" on page 163 for more information.
5	PRINT DATE	Y or N	Select N to suppress printing Date on the check endorsement.
6	PRINT TIME	Y or N	Select N to suppress printing Time on the check endorsement.
7	PRINT CLERK	Y or N	Select N to suppress printing the Clerk name on the check endorsement.
8	PRINT CONSECUTIVE No	Y or N	Select N to suppress printing the Consecutive number on the check endorsement.
9	SLIP OUTPUT PORT#(0-2)	0-3	If validation is used, identify the communications port (1 or 3) where the validating printer is attached. Enter 0 if validation is not used.

CURRENCY CONVERSION 1-4 Key Function Options

Currency Exchange Rate Programming Examples

Note: Foreign currency exchange rates can be stated as “foreign currency in dollars”, or “dollars in foreign currency”. Use the rate stated in “dollars in foreign currency” when you are programming this section.

The US dollar (home currency) is worth 1.2764 Canadian dollars (foreign currency).

RATE: 12764 NUMBER OF DEC.: 4

The US dollar (home currency) is worth 110.24 Japanese Yen (foreign currency).

RATE: 107565 NUMBER OF DEC.: 2

Currency Conversion 1-4 Program Notes

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor for each foreign currency. The default descriptors are CONV 1-4.
2	EXCHANGE RATE	7 digits	Enter the exchange rate of up to 7 digits (do not enter the decimal point). See the examples.
3	DECIMAL PLACE	0 - 4	Enter a number from 0 to 4 to indicate the decimal position of the exchange rate. Count the decimal position from the right. See the examples below.

ERROR CORRECT Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is ERRCORR.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

PRICE LEVEL 1-2 Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are LEVEL1, LEVEL2, etc.
2	SEND DESCRIPTION TO KP	Y or N	Determines whether the level descriptor will be printed with the item at the KP.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	PRINT ON RECEIPT	Y or N	Select Y to print level descriptor on receipt.
6	PREVENT ZERO PRICE SALE	Y or N	Select Y if you do not want register zero price items.
7	ALTERNATIVE ZERO PRICE LEVEL	0-2	Choose price level to use if PLU price is zero.

RETURN Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is MDSE RETURN.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

MODIFIER 1-5 Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are MOD1 - MOD5.
2	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
3	AFFECT PLU #	Y or N	Select Y , if you wish the modifier entry to modify the PLU and cause a different item/price to be registered. Select N to only add the modifier descriptor.
4	PRINT ON RECEIPT	Y or N	Select N to suppress printing of the modifier descriptor on the receipt.
5	AFFECT DIGIT OF PLU #	1-14	Preceding a PLU with a Size and/or Modifier key manipulates the PLU code assigned to the PLU key, causing a different PLU to be registered when the PLU key is pressed. Enter the digit of the PLU number you wish to be changed when using this key. (Digit #1 is the rightmost digit; digit #14 is the leftmost digit.)
6	VALUE OF AFFECTED DIGIT (0-9)	0-9	Enter the value you wish to be added in the digit position selected. For example: if you wish to affect PLU digit #4 with a value of 1, then pressing this modifier key prior to the registration of PLU #17 will result in the registration of PLU #1017.

PAID OUT 1-3 Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are PO 1-3.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

PROMO Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is PROMO .
2	KEY DISABLE	Y or N	Select Y to disable this function.
3	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
4	TAXABLE BY TAX1 TAXABLE BY TAX2 TAXABLE BY TAX3 TAXABLE BY TAX4	Y or N	If an item is taxable and you wish to remove taxes and a cost of the item when using the PROMO key, set the taxable status for the appropriate tax to Y .

RECD ON ACCT 1-3 Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are RA 1-3.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

SCALE Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is SCALE.
2	KEY DISABLE	Y or N	Select Y to disable this function.
3	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
4	KEY IS MAN. ENTRY	Y or N	Select Y if you wish to scale key to enter a manual weight. Select N if you wish to automatically recall the weight from the attached scale.
5	TARE-WEIGHT COMP.	Y or N	Select Y if you wish to enforce the subtraction of a tare weight on the scale entry.
6	MANUAL SYMBOL	LB, KG, OZ	Select KG if you wish to use the weight symbol Kg (kilogram). LB for pound / KG for kilogram / OZ for ounce measurements.

SUBTOTAL Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is SUBTOTAL.
2	KEY DISABLE	Y or N	Select Y to disable this function.

TARE Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is TARE.
2	KEY DISABLE	Y or N	Select Y to disable this function.
3	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
4	#5 IS MANUAL TARE	Y or N	Choose Y to use tare number five to manually enter a tare weight.

TAX EXEMPT Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is TAXEXMT.
2	EXEMPT TAX 1 EXEMPT TAX 2 EXEMPT TAX 3 EXEMPT TAX 4	Y or N	Select Y or N for each tax to determine which tax or taxes are exempted when this key is used.
3	NON-ADD # COMP	Y or N	Select Y if you wish to force the entry of a non-add number (i.e. a tax exempt #) before the key is used.
4	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

VOID Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is VOID.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want the operator to use this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

WASTE Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is WASTE.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be used with this function. "0" means that there is no entry limit.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .
5	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.

ALPHA TEXT Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is ALPHA TEXT.
2	PRINT ON KP	Y or N	Select Y to print text on Kitchen Printer.
3	PRINT ON RECEIPT	Y or N	Select Y to print text on register.
4	PRINT DOUBLE SIZE	Y or N	Select Y to print text with double size font.

AUTO CASH1-8 Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is AUTO CASH1-8.
2	HALO	7-digit amount	The HALO entry is the amount of tendered when using the auto-cash key. For example; enter 2000 for a \$20 Auto-Cash key.

PRICE CHANGE Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is PRICE CHG.
2	PRICE CHANGE	NONE YES PROMPT	Choose N if you do not want to disable the function. Select YES if you want to save the price. Select PROMPT you can show message before save the new price.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	UNDER MANAGER CONTROL	Y or N	Select Y if you do not want to allow the operator use of this function in REGISTER MODE . When selected, the function is allowed only in the MANAGER MODE .

VALIDATION Key Function Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptor is PRICE CHG.
2	SLIP OUTPUT PORT	0-3	If validation is used, identify the communications port (1-3) where the validating printer is attached. Enter 0 if validation is not used.
3	KEY DISABLE	Y or N	Select Y to disable this function.
4	ALLOW MULTIPLE RECEIPT	Y or N	Select Y to allow multiple validations of the same transaction.

Macro Key Programming

Macro keys may be programmed to record, and then later perform, up to 50 keystrokes, as well as key lock mode information. For example: a macro key could be set to tender (preset tender) a common currency, such as \$5 into the cash key. Use this program to record keystrokes for each of the 10 possible macro keys.

To Program a Macro

1. From the PROGRAM MODE, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “3.FUNCTION KEY” (or press **3** to view the option directly). Press **CASH** to view FUNCTION KEY PROGRAM screen:

FUNCTION KEY
1.FUNCTION KEY

2. From the **FUNCTION KEY** screen, press **↓CHARGE1** to display “2.MACRO KEY” (or press **2**). Press **CASH** to view the **MACRO PROGRAM** screen:

ENTER MACRO KEY
TO BE PROGRAMMED

3. Press the macro key (**MACRO1 – MACRO10**) that you wish to program. The screen displays Macro descriptor. Press the **CASH** key assign macro keystrokes.

DESC :
MACRO1

4. The screen displays the first macro line:

ENTER FUNC . KEY
1 :

Key Lock Mode Information:

The default mode is **PGM** mode. If you wish the macro to start in **REG** mode, first turn the key lock before recording keystrokes. You can turn the key lock again to another key position, if necessary during the recording of the macro. You must return the macro to **PGM** to finalize the macro recording.

5. Press the first key of the macro sequence, type up to 50 key strokes.
6. Press the same **MACRO** key to end the sequence.
7. Continue to program additional **MACRO** key sequence or press **CLEAR** key to return to **PROGRAM MODE** screen.

To Remove a Macro

If you wish to remove a key stroke from a macro, replace the current function with the **INACTIVE** function.

Options Programming

Options are organized into different categories, i.e. System, Print, Report, etc. to make it easier for the programmer to find and set options.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “4.OPTIONS” (or press **4** to go to the option directly.) Press **CASH** to view the OPTIONS screen.

OPTIONS
1 . SYSTEM

3. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **OPTIONS** menu. Or, if you already know the menu number of the option category you wish to program, you can enter the digit(s) (1-12) directly. There are 12 categories of options:

```
1 . SYSTEM
2 . PRINT
3 . REPORT
4 . TAX
5 . CURRENCY
6 . ROUNDING
7 . LOGO
8 . KITCHEN PRN
9 . BARCODE
10 . EJ
11 . TRAIN MODE
12 . DETAIL PRINT
```

4. Press **CASH** to select the category you have selected and view the first option in the category. Refer to the tables that follow to see all available options in each option category.
5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options in the category. If a YES or NO decision is required, Press the **↑** key for YES and the **↓** key for NO.
6. Press the **CASH** to confirm the option value and return option screen.

Options - Reference Information

SYSTEM Options

	Option	Entry	Description
1	BEEPER ACTIVE	Y or N	Select N for a silent keyboard.
2	CLERK ENTRY	PUSH, CODE	Select PUSH for a push button clerk, select CODE for a code entry clerk system (number - clerk or clerk - number - clerk) sequence.
3	CLERK IS	STAY DOWN, POP-UP	Select Y for pop-up clerks, select N for stay down clerks. With pop-up clerks, you must sign on for each transaction. With stay down clerks, the same clerk remains signed on until sign off.
4	DECIMAL PLACE	0-3	Enter a digit to place the decimal point the selected number of positions from the right.
5	DATE FORMAT IS	MMDDYY, DDMMYY, YYMMDD	Select date printing format.
6	DESC. PGM METHOD	OVERLAY, CODE	When OVERLAY TYPE, program descriptors by pressing the appropriate key on the program overlay. When CODE TYPE, program descriptors by typing the code for each descriptor character.
7	DRAWER MUST BE SHUT TO SALE	Y or N	Select Y to enforce closed drawer for register operations.
8	ACTIVATE OPEN DRAWER ALARM	Y or N	Select Y if you want the error tone to automatically sound when the drawer stays open longer than the time set in the following field.
9	DRAWER OPEN TIME (0-99)	0-99	If you enable the open drawer alarm above, you can set the length of time (1-99 seconds) before the alarm sounds.
10	ALLOW POST TENDER	Y or N	Select Y to allow re-tendering should a second change calculation be necessary. Re-enter the tendered amount and press the CASH key to show the new change computation.
11	OPEN DRAWER ON POST TENDER	Y or N	If you enable post tendering, select N to not open the cash drawer after the second tender.
12	GLOBAL ENTRY LIMIT (0-14)	0-14	Enter a digit to determine the number of numeric digits that can be entered for any register function. Enter 0 for no limit.
13	ALLOW MULTIPLE RECEIPT	Y or N	Set to Y if you wish to issue more than one copy of a transaction receipt.
14	DEACTIVATE SPLIT PRICING	Y or N	If N , both multiplication and split pricing calculations can be done with the X/TIME key. If Y , only multiplication can be done with the X/TIME key.
15	ALLOW DIRECT MULTIPLY	Y or N	If Y , you can multiply preset items by simply entering the quantity, then pressing the preset PLU key.

	Option	Entry	Description
16	DIRECT MULTIPLY OVER ONE DIGIT	Y or N	If you allow direct multiplication of a preset PLU, you can allow only single digit multiplication or multiplication by more than one digit.
17	TRIPLE MULTIPLICATION	Y or N	YES , allows multiple multiplications, For example: 2 X/TIME, 3 X/TIME, ITEM. Note that multiple multiplication overrides split pricing.
18	DISPLAY ADD PRICE OF LINKED ITEMS	Y or N	When Y , the customer display shows a total of the item and linked item. For example: if PLU is \$1.00 and is linked to PLU2 which is \$0.25, the customer display will show \$1.25.
19	PROMPT FOR PRICE IF PRICE=0.00	Y or N	Select Y to allow the operator to enter PLU price of zero price.
20	COMPULSORY SUBT. BEFORE TENDER	Y or N	Select Y if you want to force the operator to use the SUBTOTAL function before tendering.
21	ENABLE NOT FOUND PLU	Y or N	Select Y to allow the operator to enter PLU prices and other data when the entered PLU number is not found in the PLU file.
22	NEGATIVE SALE MGR ONLY	Y or N	Select Y if you wish to control negative transactions (when cash is removed from the drawer). When selected, the mode key position must be in the Manager X-mode to finalize the transaction.
23	ZERO SALE MGR ONLY	Y or N	Select Y if you wish to control zero transactions (when cash is removed from the drawer). When selected, the mode key position must be in the Manager X-mode to finalize the transaction.
24	MODIFIER:	POP-UP ITEM, POP-UP SALE, STAY DOWN	A MODIFIER key alters the next PLU registered, either by changing the code number of the PLU so that a different item is registered, or by adding the modifier descriptor and not changing the code of the subsequent PLU. If you press a modifier key, you have the option of the modifier applying only to the next item (0), having the same modifier apply to any subsequent item registered in the same transaction (1), or having the same modifier apply to any subsequent item on any subsequent transaction (2).
25	PRICE LEVEL IS	POP-UP ITEM, POP-UP SALE, STAY DOWN	If you press a price level key, you have the option of the level key applying only to the next item (0), having the same level key apply to any subsequent item registered in the same transaction (1), or having the same level key apply to any subsequent item on any subsequent transaction (2).
26	HASH IS	NORMAL NON-ADD	NORMAL : Hash adds to all totals except the gross and net sales totals on the financial report. NON-ADD : Hash does not add to any totals, except the HASH total on the financial report.

	Option	Entry	Description
27	% IS NOT AFFECT TO NET SALE	Y or N	Select Y not to affect net sale amount.
28	TENDER VALID AMOUNT	AMT OF SALE, AMT TENDERED	Validation is allowed if an appropriate optional printer is connected to a Serial port. Here you can choose the content of single line validation
29	DISABLE CASH DECLARATION	Y or N	Select Y to block the cash declaration function.
30	ALLOW SALE WITH ZERO STOCK	Y or N	When N , inventory PLU's cannot be sold when stock reaches "0".
31	WARNING BELOW MINIMUM STOCK	Y or N	Select Y to display warning message if current stock value is less than minimum stock value.
32	STOCK PROGRAM BY PC/SD/USB	ADD(+) SUB(-) REPLACE	Choose ADD(+), SUB(-) or REPLACE to determine whether the quantity of inventory you enter in the PLU stock program adds to existing inventory quantity, or whether it replaces the current inventory quantity.
33	USE X/Z/P/S MODE PASSWORD	Y or N	Select Y to require password, to provide management restriction in X, Z, PROGRAM (P) and SERVICE (S) MODE. <i>(See system option 41 to set password)</i>
34	PRINTER PAPER SENSOR ACTIVE	Y or N	A built-in paper sensor determines whether paper is currently loaded in the printer. If Y , operations are not allowed without paper loaded. If N , operations are allowed when paper is out.
35	RS-232C PORT POWER ON	Y or N	Select Y to turn ON the Serial port power.
36	STORE NAME	8 Character	Stored files will be saved on SD/USB under a folder with the store name. Do not include spaces between the name.
37	DRAWER LIMIT	8 DIGIT	You can set a limit for the drawer total. When the amount of cash in drawer exceeds the limit set here, a warning will display on the screen. You must press CLEAR to remove the warning and continue operations. The warning will continue to appear at the completion of every transaction until you use the PAID OUT function to remove cash from the drawer. Set the drawer limit to 0 to disable the drawer limit warning.
38	CHECK CHANGE LIMIT	8 DIGIT	Use this program to set the maximum amount of cash that can be returned when a check is tendered for an amount greater than the amount of the sale. For example: if the check change limit is \$10.00 the maximum amount that can be tendered into the check key on a \$5.00 sale is \$15.00.

	Option	Entry	Description
39	TARE WEIGHT TARE1 TARE2 TARE3 TARE4 TARE5	4 DIGIT	A tare is the amount of weight representing the container, or package when items are sold by weight. You can pre-program five tare weights, representing the weight of different containers. When you place an item and a container on an optional scale, you can enter the tare number to automatically subtract the pre-programmed tare weight. If you choose to use tare #5 for manual tare weight entry, do not enter a weight for tare #5.
40	MACHINE NO.	5 DIGIT	The machine number is printed on the register receipt. Program a machine number so that any receipt can be identified with the store or register where the transaction took place.
41	MODE P/W: X Mode Z Mode PGM Mode S Mode	6 DIGIT	If you wish to use mode password, you must program a password that you will use to enter X mode, Z mode, PROGRAM (P) mode and SERVICE (S) mode. The password may be up to 6 digits. <i>(Used with option 33)</i>
42	LANGUAGE SELECT	ENGLISH SPANISH FRENCH	Descriptors for menus, system and options can be converted to the selected language automatically. Descriptors for Reports, PLU's, Groups, etc. are not converted. Those descriptors can be changed only by user programming.
43	USE RECEIPT AS DETAIL	Y or N	Select Y if you wish to print sale receipt as detail printer format (journal printer). If Y you can program some options of DETAIL PRINT option.
44	NOT INCREASE RCPT# AT CLK IN/OUT	Y or N	Select Y if you do not wish to increase the receipt number (counter) when signing on or off a clerk.
45	EFT DRAFT	DATATRAN FINE DINING	Select if the EFT draft is fine dining. Fine dining draft will print a tip line. Select Datatran to not print tip line.
46	MSR CONNECT	DATATRAN PDC	Select if the card reader is connected to the Datatran device or the PDC
47	PIN PAD TYPE	DUKPT ROTAT	Always choose pin pad type as DUKPT.
48	PIN PAD PORT	0-3	Select the port# where Pin-Pad is connected
49	COPY OF DATATRAN RECEIPT	0-99	Set desired number of EFT receipts to print (0-99) (default = 1)
50	MARK CARD No ON ALL EFT DRAFTS	Y or N	Set to N to NOT print card number on EFT receipts.
51	"test" CLERK ID?	Y or N	Always set to N
52	CARDHOLDER NAME?	Y or N	Set to Y if you want the cardholder's name printed on EFT receipts.

PRINT Options

	Option	Entry	Description
1	PRINT DATE	Y or N	Select N if you wish to delete the printing of the date.
2	PRINT TIME	Y or N	Select N if you wish to delete the printing of the time.
3	PRINT MACHINE NO.	Y or N	If you are using more than one cash register, you can identify the specific register where a receipt was printed. Enter Y if you wish to print the register number on the receipt.
4	PRINT CLERK NAME	Y or N	Select N if you wish to delete the printing of the clerk name on the receipt.
5	PRINT CONSECUTIVE NO.	Y or N	The consecutive number (also referred to as the transaction counter, or receipt counter) normally prints on each receipt. Select N if you do not wish to print this counter.
6	PRINT SALE ITEM No	Y or N	Select Y if you wish to print a count of the number of items on each receipt.
7	PRINT PLU # ON RECEIPT	Y or N	If Y , the PLU number and descriptor will print. If N , only the PLU number will print.
8	USE THOUSAND SEPARATOR	Y or N	Select Y if you wish to use Thousand Separator.
9	SEPARATOR TYPE	, SPACE .	Choose the thousandths separator character (i.e. 1,000.00).
10	PRINT RECEIPT WHEN SIGN ON/OFF	Y or N	Select N if you do not wish to print a receipt when signing on or off a clerk.
11	ALLOW SECOND RECEIPT	Y or N	Set to Y if you wish to issue only one copy of a transaction receipt.
12	PRINT SUBTOTAL WHEN PRESSED	Y or N	Select Y if you wish the subtotal to print when the SUBTOTAL key is pressed.
13	PRINT SUBTOTAL WITHOUT TAX	Y or N	If you hand-write receipts for charge transactions, you may find it useful to print the merchandise subtotal. Select Y if you wish to print the subtotal without tax on the receipt.
14	PRT GROUP TOTAL AFTER TENDER	Y or N	Choose Y if you wish to print group total after tender.
15	VOLUME UNIT	GAL LTR	If gallonage is selected in PLU programming, choose gallons or liters here.
16	SURPRESS BITMAP IN PGM/X/Z	Y or N	Select Y if you do not wish to print the Image logo in Program, X, or Z modes.
17	PRE-FEED LINE# RECEIPT (0-5)	0-5	Enter the number of lines you wish to feed before beginning receipt printer print.

	Option	Entry	Description
18	POST-FEED LINE# RECEIPT (0-5)	0-5	Enter the number of lines you wish to feed after beginning receipt printer print.
19	PRT DOUBLE HIGH ALL TOTAL AMT	Y or N	Select Y if you wish to print total amount as double size on the receipt.
20	CURRENCY LOGO: HOME CONV#1 CONV#2 CONV#3 CONV#4	5 Character \$ ■ ■ ■ ■	Users can designate a different home currency symbol. To select a different home currency symbol, press the symbol you wish to use on the Alpha Keyboard overlay. If you are using the currency conversion feature, you can select the appropriate symbol for each foreign currency you are accepting. To select a different symbol, press the symbol you wish to use on the Alpha Keyboard overlay.
21	SCAN PLU NAME & PRICE	Y or N	Select Y if you wish to scan only PLU name and price.
22	BOLD DESC. FOR TOTAL/PAYMENT	Y or N	Select Y if you wish to print total descriptor and payment (CASH, CHECK, and MISC TEND) descriptor as double size on the receipt.
23	PRINT QUANTITY ON RECEIPT	Y or N	Select Y if you wish to print quantity of each item on the receipt.
24	USE TAXABLE DESC.OF FIN ON RCPT	Y or N	Select Y if you wish to use taxable descriptor of financial on the receipt.

REPORT Options

	Option	Entry	Description
1	CASH DECLARATION REQ BEFORE REPORTS	Y or N	Select Y to enforce a cash declaration function before a financial, clerk, or cash in drawer report can be generated.
2	ONLY ONE X RPT BEF. CASH DECL	Y or N	Select Y to allow X report only one time before Cash Declaration.
3	DISABLE X REPORT	Y or N	Select Y to disable X reports.
4	OPEN DRAWER WHEN REPORTS RUN	Y or N	Select N to stop the drawer from opening when reports are run.
5	SURPRESS PRT OF LAST REPT DATE	Y or N	Select Y if you do not want to print last issued date on report.
6	RESET RECEIPT No AFTER Z FINANCIAL REPORT	Y or N	Select Y if you wish to reset the transaction number (often called the receipt counter) to zero after the financial report is reset.
7	RESET GRAND TOTAL AFTER Z FINANCIAL REPORT	Y or N	Select Y if you wish to reset the grand total to zero after the financial report is reset.
8	RESET Z COUNTER AFTER Z1 FINANCIAL REPORT	Y or N	Choose Y or N to determine if you wish to reset the Z counter after a Z1 financial report.

	Option	Entry	Description
9	RESET Z COUNTER AFTER Z1 TIME REPORT	Y or N	Choose Y or N to determine if you wish to reset the Z counter after a Z1 time report.
10	RESET Z COUNTER AFTER Z1 PLU REPORT	Y or N	Choose Y or N to determine if you wish to reset the Z counter after a Z1 PLU report.
11	RESET Z COUNTER AFTER Z1 CLERK REPORT	Y or N	Choose Y or N to determine if you wish to reset the Z counter after a Z1 clerk report.
12	RESET Z COUNTER AFTER Z1 GROUP REPORT	Y or N	Choose Y or N to determine if you wish to reset the Z counter after a Z1 group report.
13	RESET Z COUNTER AFTER Z2 DAILY RPT	Y or N	Choose Y or N to determine if you wish to reset the Z counter after a Z2 of the daily sales report.
14	RESET ORDER NO. AFTER Z1 REPORT	Y or N	Choose Y or N to determine if you wish to reset the Order number after a Z1 of the financial report.
15	PRINT Z COUNTER ON REPORT	Y or N	Select N if you wish to delete the printing of the reset counter on Z reports.
16	SKIP ZERO TOTALS ON FINANCIAL REPORT	Y or N	By default, the register prints only totals with information other than zero. Select N , if you wish to print the contents of all the financial report totals, even if the total is zero.
17	PRINT NEGATIVE ITEM ON REPORT	Y or N	Select N to remove the VOID MODE, RETURN, ERROR CORR and VOID totals from the financial and clerk reports.
18	PRINT AUDACTION ON FINANCIAL REPORT	Y or N	Select N to remove the AUDACTION total from the financial and clerk reports.
19	PRINT ON FIN RPT AVG ITEM/CUST	Y or N	Select Y to print the average items per customer (PLU sales counter/Net sales counter).
20	PRINT ON FIN RPT AVG \$/CUST	Y or N	Select Y to print the average sales per customer (Net Sales/Net Sales counter).
21	PRINT CLERK REPORT AFTER FINANCIAL REPORT	Y or N	Select Y if you wish to include the clerk report information at the end of the financial report.
22	PRINT DOUBLE FINANCIAL REPORT	Y or N	Select Y if you wish to print two copies of the financial reports.
23	PRINT GROSS TOTAL ON X REPORT	Y or N	Select N if you wish to delete the printing of the gross sales total on the X financial report.
24	PRINT GROSS TOTAL ON Z REPORT	Y or N	Select N if you wish to delete the printing of the gross sales total on the Z financial report.
25	PRINT GRAND TOTAL ON X REPORT	Y or N	Select N if you wish to delete the printing of the grand total on the X financial report.
26	PRINT GRAND TOTAL ON Z REPORT	Y or N	Select N if you wish to delete the printing of the grand total on the Z financial report.

	Option	Entry	Description
27	PRT GRAND TOTAL	GROSS NET	Choose GROSS if you wish the grand total to accumulate daily gross sales totals. Choose NET if you wish the grand total to accumulate daily net sales totals.
28	SKIP ZERO TOTALS ON CLERK REPORT	Y or N	By default, the register prints only totals with information other than zero. Select N , if you wish to print the contents of all the clerk report totals, even if the total is zero.
29	PRINT MEDIA TOTALS ON CLERK REPORT	Y or N	Select Y to print media totals for each clerk, thus allowing clerk cash drawer accountability.
30	SKIP ZERO TOTALS ON PLU REPORT	Y or N	By default, the register prints only totals with information other than zero. Select Y , if you wish to print the contents of all PLU's, even if the total is zero.
31	PRINT PLU# ON PLU REPORT	Y or N	Determines whether PLU# is printed on the report.
32	PRINT % OF SALES ON PLU REPORT	Y or N	The register can calculate the percentage of sales represented by each PLU. Select Y if you wish to print this percentage on the PLU report.
33	PRT PLU BY PRICE LEVEL REPORT	Y or N	Select Y if you wish to print PLU by price level on PLU reports.
34	ALLOW Z STOCK REPORT	Y or N	When N , the operator is not allowed to clear (Z) stock.
35	PRINT WHEN POLLING REPORTS	Y or N	Choose N if you would like to suppress register printing when reports are polled.
36	PRINT TRAIN TOTAL IN FINANCIAL REPORT	Y or N	Select Y if you wish to print the "training mode" total on Financial Report.
37	PRINT VAT BREAKDOWN ON FINANCIAL REPORT	Y or N	If Y , a breakdown of the VAT eligible sale (the net amount) will print on Financial Report.
38	PRINT VAT BREAKDOWN ON CLERK REPORT	Y or N	If Y , a breakdown of the VAT eligible sale (the net amount) will print on Clerk Report.
39	PRINT GROUP ON FINANCIAL REPORT	Y or N	Select Y if you wish to print the group report on financial report. If Y , the group report will not be issued alone.

TAX Options

	Option	Entry	Description
1	PRINT TAX SYMBOL	Y or N	Select N to remove the tax symbol (i.e."T1") from the print and display.
2	PRINT TAX AMOUNT	Y or N	Select Y if you wish to delete the printing of the tax amount on the receipt.
3	PRINT TAXABLE TOTAL	Y or N	Select Y if you wish to print the total of merchandise eligible for each tax on the receipt.
4	PRINT TAX RATE	Y or N	If you are calculating a tax percentage (add-on or VAT), select Y if you wish to print the tax rate on each receipt.

	Option	Entry	Description
5	PRINT VAT BREAKDOWN	Y or N	If Y, a breakdown of the VAT eligible sale will print, the net amount and the VAT amount.
6	TAX AMOUNT IS	ITEM COMBINE	Select COMBINE if you are calculating and reporting more than one sales tax rate separately and you wish to print just the total of multiple taxes rather than itemize each tax on the receipt.

CURRENCY Options

	Option	Entry	Description
1	PRINT CURRENCY CONVERSION TOTAL	Y or N	Select N to remove the tax symbol (i.e."T1") from the print and display.

ROUNDING Options

	Option	Entry	Description
1	ROUND TABLE TYPE	ROUND TABLE SWEDISH CANADIAN	Select ROUND TABLE, SWEDISH or CANADIAN to implement the rounding system that you enter on this option.
2	ROUND TABLE	2 DIGIT	If you wish to use Round Table system, you must program a Rounding table. The SWEDISH/CANADIAN rounding table is as below. # START END VALUE 1 .00 .02 .00 2 .03 .07 .05 3 .08 .09 .10
3	ALLOW ROUND ON SUBT	Y or N	Select Y if you wish to allow rounding when you press the SUBTOTAL key.
4	ALLOW ROUND ON CASH	Y or N	Select Y if you wish to allow rounding when you press the CASH key.
5	% AND TAX ROUNDING	ROUND UP 0.005, ROUND UP, ROUND DOWN	Select the digit that represents the appropriate rounding method for tax and discount calculations.
6	SPLIT PRICE ROUNDING	ROUND UP 0.005, ROUND UP, ROUND DOWN	Select the digit that represents the appropriate rounding method for split pricing (i.e. 2 at 3 for \$1.00) calculations.

LOGO Options

	Option	Entry	Description
1	PRINT PREAMBLE MESSAGE IN RCPT	Y or N	Choose whether to print the PREAMBLE on the receipt.

	Option	Entry	Description
2	PRINT POSTAMBLE MESSAGE IN RCPT	Y or N	Choose whether to print the POSTAMBLE on the receipt.
3	PRINT PREAMBLE IMG IN RCPT	Y or N	Choose whether to print the PRE-GRAPHIC LOGO on the receipt.
4	PRINT POSTAMBLE IMG IN RCPT	Y or N	Choose whether to print the POST-GRAPHIC LOGO on the receipt.
5	PREAMBLE IMAGE NO. ON RCPT	0-20	Choose the predefined pre-image number to print on the receipt. (Set to 0 to select the <i>USERPRE.IMG</i>)
6	POSTAMBLE IMAGE NO. ON RCPT	0-20	Choose the predefined post-image number to print on the receipt. (Set to 0 to select the <i>USERPOST.IMG</i>)
7	PRINT PRE MESSAGE ON ORDER IN RCPT	Y or N	Choose whether to print the PREAMBLE on the internal order receipt.
8	PRINT PRE IMG ON ORDER IN RCPT	Y or N	Choose whether to print the PREAMBLE LOGO on the internal order receipt.
9	PRINT MSG ON REMOTE JOURNAL	Y or N	Print the programmed receipt message on the remote journal.

KITCHEN PRINTER Options

	Option	Entry	Description
1	PRINT KP ORDER # ON RECEIPT	Y or N	A system wide counter creates an order number for each kitchen requisition. Choose Y or N to print the order number on the kitchen printer requisition.
2	PRINT PRICE ON KP	Y or N	You can choose to print the item with or without its price on the kitchen requisition.
3	SEND TO KP IN VOID MODE	Y or N	You can choose whether to print or not print registrations in void mode on kitchen requisitions.
4	SEND ORDER TO KP AT SUBTOTAL	Y or N	Choose Y to print orders on the KP when the SUBTOTAL key is pressed. Choose N to print orders on the KP when the order is finalized.
5	COMBINE LIKE ITEMS ON KP	Y or N	If two of the same items are registered in the same transaction, you can choose the format on the kitchen requisition. For example: if Y , "2 HAMBURGERS; if N , "1 HAMBURGER" and "1 HAMBURGER".
6	PRIORITY PRINT BY GROUP ON KP	Y or N	If Y , the order in which items appear on a kitchen requisition is determined by the group to which the item is assigned, i.e. items reported to group 1 will print before items reported to group 2.
7	PRT GROUP DETAIL ON KP	Y or N	Select Y to print Group detail on the order receipt.
8	TWO LINE PRINT ON KP	Y or N	Choose Y to print two lines on Kitchen printer.
9	PRINT PLU NUMBER ON KP	Y or N	Select Y to print PLU number on the order receipt.
10	PRINT TOTAL AMT OF PLU ON KP	Y or N	Select Y to print total amount of PLU on kitchen printer.

	Option	Entry	Description
11	KP START NO.	6 DIGIT	If you wish to modify, the KP start number can be programed up to 6 digits.

BARCODE Options

	Option	Entry	Description
1	BARCODE TYPE	NONE PRICE WEIGHT	Select bar code type.
2	LENGTH OF FIELD1 PLU CODE	4-6	Select length of PLU code.
3	LENGTH OF PRICE OR WEIGHT	4-6	Select length of price or weight.
4	DECIMAL NUM. FOR WEIGHT	0-3	Select decimal number of weight.
5	BAR WEIGHT TYPE	LB KG OZ	Choose weight unit.

EJ Options

	Option	Entry	Description
1	ELECTRONIC JOURNAL ENABLE	Y or N	Select Y to enable the electronic journal. The electronic journal captures in memory what you would print line by line on a traditional journal. The four options that follow control the electronic journal feature. The electronic journal can be printed in the REPORT MODE reset in the Z MODE .
2	PROMPT WHEN E.J. BUFFER IS FULL	Y or N	If the electronic journal is enabled above, select Y if you wish to display a message to notify the operator when the journal memory is full.
3	STOP OPERATIONS WHEN E.J. BUFFER IS FULL	Y or N	If the electronic journal is enabled above, select Y if you wish to stop operations when the journal memory is full.
4	SEND ONLY NEGATIVE ENTRIES TO E.J.	Y or N	If the electronic journal is enabled above, select Y if you wish to capture only transactions with negative entries.
5	SEND RESET REPORT TO E.J.	Y or N	If the electronic journal is enabled above, select Y if you wish to capture reset reports.
6	E.J PRINTING	NEW OLD	NEW : Prints electronic journal from lowest consecutive number to highest. OLD : Prints electronic journal from highest consecutive number to lowest.
7	E.J PORT (0-3)	0-3	Choose a port for a remote printer to print electronic journal reports instead of the register printer.

	Option	Entry	Description
8	PRINT SMALL FONT EJ REPORT	Y or N	Select Y to print small font on EJ report.

TRAIN MODE Options

#	Option	Entry	Description
1	OPEN DRAWER IN TRAIN MODE	Y or N	Select N if you do not want the cash drawer to open during training mode operations.
2	PRINT TRAIN MODE TITLE	Y or N	When in training mode, the message "TRAIN MODE" normally prints on each receipt. Select N if you wish to delete this message.
3	SEND TO KP IN TRAIN MODE	Y or N	You can choose whether to print or not print registrations in training mode on kitchen requisitions.
4	TRAIN P/W	6 DIGIT	If you wish to use training mode, you must program a password that you will use to enter training mode. The password may be up to 6 digits.
5	PRT TRAIN CLERK START/END MESSAGE	Y or N	Select N if you do not wish to print a message of train clerk start or end.

DETAIL PRINT Options

Use these options if System Option #43, "Use receipt as detail" is set. The ER-260EJ/ER-265EJ does not provide a dedicated detail (journal) printer.

#	Option	Entry	Description
1	CONDENSE JOURNAL PRINT	Y or N	Select Y to print small font on detail print.
2	NOT PRINT MSG ON JOURNAL	Y or N	Select Y if you do not wish to print message on detail.
3	SPOOL USE	Y or N	Select N to disable spool.
4	PRINT PREAMBLE IMG ON JOURNAL	Y or N	Choose whether to print the PRE-GRAPHIC LOGO on detail.
5	PRINT POSTAMBLE IMG ON JOURNAL	Y or N	Choose whether to print the POST-GRAPHIC LOGO on detail.

Employee Programming

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, "PLU" displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select "5.EMPLOYEE" (or press **5** to go to the option directly.) Press **CASH** to view the Employee selection screen.

ENTER CLERK #
(1 - 1 0) 0

3. Enter the clerk number of the employee you wish to program and press **CASH**.
4. Use the **↓CHARGE1** and the **↑CHARGE2** keys to select the Employee option you wish to program. Use the table below for reference. Make changes as necessary.
5. Press the **CLEAR** key to finalize and return to the **ENTER CLERK#** screen.

Clerk Programming - Reference Information

	Option	Entry	Description
1	NAME	Alpha numeric 16 character	You can program a descriptor for each clerk. The name you program will print on the receipt in place of the default CLERK #1-99. Type the descriptor using the Program Overlay or by using the descriptor code method (see page 104.) The overlay is automatically activated when the cursor is pointing at the DESC field.
2	PASSWORD	6-digit number	If you are using a direct or code entry clerk system. The number set here is the number you must use to sign on or out.
3	TRAIN CLERK	Y or N	Set to Y if you wish to be training clerk.
4	ALLOW X REPORTS	Y or N	If Y , if clerk can use X Reports menu.
5	ALLOW Z MODE	Y or N	If Y , if clerk can use Z mode.
6	ALLOW P MODE	Y or N	If Y , if clerk can use P mode.
7	ALLOW S MODE	Y or N	If Y , if clerk can use S mode.
8	ALLOW VOID MODE	Y or N	If Y , if clerk can use VOID mode.

Time

Time & Date

Use this program to set the clock and calendar on your ER-260EJ/ER-265EJ. The date changes automatically. After initial setting, time changing will probably be required only for beginning and ending daylight savings time.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, use the ↓**CHARGE1** and the ↑**CHARGE2** keys to select “6.TIME” (or press **6** to go to the option directly.) Press **CASH** to view the Time program option screen.
3. Select option **1** and press **CASH** for **TIME/DATE**. The **SET TIME/DATE** screen displays:

TIME	HH : MM
(24 : 00)	12 : 00

4. Type the current time in 24-hour format (i.e. military time, where 13:00 is 1:00 PM.) Press the **CASH**.
5. The **DATE** screen displays:

DATE :	MM . DD . YY
	04 . 14 . 16

6. Type the current date in MM (month) DD (day) and YY (year) format. Press the **CASH**.

Time Schedule

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, "PLU" displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select "**6.TIME**" (or press **6** to go to the option directly.) Press **CASH** to view the Time program option screen.
3. Select option **2** and press **CASH** for **TIME SCHEDULE**. There are three events that can be scheduled:

```
1 . PRICE  LEVEL2
2 . SD   PGM  BACKUP
3 . SD   REP  BACKUP
```

4. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options. Or, if you already know the menu number of the event you wish to schedule, you can enter the digit (1-3) directly.
5. Press **CASH** to view the scheduling options:

```
PRICE  LEVEL2
1 . START TIME   [ 99 : 99 ]
2 . END   TIME   [ 99 . 99 ]
3 . SUN    [N]
4 . MON    [N]
5 . TUE    [N]
6 . WED    [N]
7 . THU    [N]
8 . FRI    [N]
9 . SAT    [N]
10 . EVERY DAY   [N]
```

6. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the settings. At YES/No options screen, press the **↑CHARGE2** key for YES and the **↓CHARGE1** key for NO; Press the **CASH** to confirm the option value.
7. To exit the program, press **CLEAR** key.

Taxes Programming

The ER-260EJ/ER-265EJ allows three calculation options for each of the four possible taxes.

- Add-On - most sales taxes can be programmed by entering an *add-on* tax percentage rate.
- VAT - if tax is included in the cost of the item, you can use value added tax (VAT) to calculate the tax share of each sale.
- GST - for the Canadian Goods and Services tax (GST) can be set using tax rate 4.

Important Note: After you have entered your tax program, test for accuracy by entering several transactions of different dollar amounts. Carefully check to make sure the tax charged by the cash register matches the tax amounts on the printed tax chart for your area. As a merchant, you are responsible for accurate tax collection. If the cash register is not calculating tax accurately, or if you cannot program your tax properly from the information in this manual, contact your Dealer for assistance.

Programming an Add-On Tax Rate Percentage

When tax requirements can be met using a straight percentage rate, use the following method to program a tax as a straight percentage.

1. Move the mode key to the **P** position to display the **Program Mode** menu.
2. With the first option, "PLU" displayed, use the ↓CHARGE1 and the ↑CHARGE2 keys to select "7.TAXES" (or press 7 to go to the option directly.) Press CASH to view the Tax selection screen.

ENTER TAX#
(1 - 4) 0

3. Enter the Tax number and press the **CASH** key to confirm:

TAXES
1 . DESC : [TAX1]

4. Press ↓CHARGE1 to select the tax type:

TAXES
2 . TYPE [ADD - ON]

5. At the TYPE field, use the ↓CHARGE1 and the ↑CHARGE2 keys to select ADD-ON and press the **CASH** key to confirm.

6. Press ↓CHARGE1 to view the RATE field:

TAXES
3 . RATE [6 . 0 0 0]

7. Input the tax rate, for example: if the tax is 6 percent, enter 6000. Press the **CASH** key.
8. Continue to program additional taxes or press **CLEAR** to return to the **PROGRAM MODE** screen.

Programming a VAT (Value Added Tax)

When a tax is included in the cost of the item, you can use the value-added tax (VAT) program to

calculate the tax share of each sale.

1. Move the mode key to the **P** position to display the **Program Mode** menu.
2. With the first option, "PLU" displayed, use the ↓**CHARGE1** and the ↑**CHARGE2** keys to select "**7.TAXES**" (or press **7** to go to the option directly.) Press **CASH** to view the Tax selection screen.

ENTER TAX#
(1 - 4) 0

3. Enter the Tax number and press the **CASH** key to confirm:

TAXES
1 . DESC : [TAX1]

4. Press ↓**CHARGE1** to select the tax type:

TAXES
2 . TYPE [VAT]

5. At the TYPE field, use the ↓**CHARGE1** and the ↑**CHARGE2** keys to select **VAT** and press the **CASH** key to confirm.
6. Press ↓**CHARGE1** to view the RATE field:

TAXES
3 . RATE [6 . 0 0 0]

7. Input the tax rate, for example: if the VAT tax is 6 percent, enter 6000. Press the **CASH** key.
8. Continue to program additional taxes or press **CLEAR** to return to the **PROGRAM MODE** screen.

Programming a Tax Table

In some cases, a tax that is entered as a percentage does not exactly follow the tax charts that apply in your area (even if the tax chart is based on a percentage). In these cases, we recommend that you enter your tax using tax table programming. This method will match tax collection exactly to the break points of your tax table.

Before programming, obtain a copy of the tax table you wish to program. You will need the printed tax table if you wish to determine the break point entries yourself. The "Tax Table Programming Chart Example: 6% Tax Table" shown below is used as an example in the steps that follow.

Note: You can enter up to 60 break points.

Determining Break Point Entries

1. Examine the printed tax table for the tax you are programming.
2. Refer to the "Tax Table Programming Chart Example: 6% Tax Table" to help with this exercise.
3. Calculate the break point differences by subtracting the high side of the previous range from the high side of the dollar range.
4. Examine the pattern of break point differences to determine when the break points begin to repeat. Mark the beginning break points that do not fit a pattern as "non-repeat breaks." Mark the break points that are repeating in a pattern as "repeat breaks."

Tax Table Programming Chart Example: 6% Tax Table

<u>Tax Charged</u>	<u>Sale Dollar Range</u>	<u>Break point Differences</u>	
\$0.00	\$0.00 - \$0.10		
\$0.01	\$0.11 - \$0.21	11	Non-Repeat
\$0.02	\$0.22 - \$0.38	17	
\$0.03	\$0.39 - \$0.56	18	
\$0.04	\$0.57 - \$0.73	17	
\$0.05	\$0.74 - \$0.91	18	
\$0.06	\$0.92 - \$1.08	17	Repeat
\$0.07	\$1.09 - \$1.24	16	
\$0.08	\$1.25 - \$1.41	17	
\$0.09	\$1.42 - \$1.58	17	
\$0.10	\$1.59 - \$1.74	16	
\$0.11	\$1.75 - \$1.91	17	
\$0.12	\$1.92 - \$2.08	17	
\$0.13	\$2.09 - \$2.24	16	
\$0.14	\$2.25 - \$2.41	17	

To enter the example 6% tax table in tax 1:

Programming a Tax Table

1. Move the mode key to the **P** position to display the **Program Mode** menu.
2. Use the **↓CHARGE1** and the **↑CHARGE2** keys to select “7.TAXES” (or press 7 to go to the option directly.) Press **CASH** to view the Tax Number selection screen.

```
ENTER TAX#  
( 1 - 4 )           0
```

3. Enter the Tax number you want to program and press the **CASH**; the tax Descriptor field displays:

```
TAXES  
1 . DESC : [TAX3]
```

4. Press **CASH** to enter a descriptor if desired, then press **CASH** or just Press **↓CHARGE1** to select the TAX TYPE:

```
TAXES  
2 . TYPE [TAX TABLE]
```

5. At the TAX TYPE field, use the **↓CHARGE1** and the **↑CHARGE2** keys to select the **TAX TABLE**; press **CASH** key to confirm. The tax ‘RATE’ field displays:

```
TAXES  
3 . RATE [0.000]
```

6. Press **CASH** to view the ‘NON-TAX AMOUNT’ entry field:

```
TAX TABLE3  
NONTAX AMT 0.10
```

7. Enter maximum non-taxable amount then Press **CASH**; The ‘1ST TAX AMOUNT’ field displays:

```
TAX TABLE3  
1ST TAX AM 0.01
```

8. Enter the amount of the first tax that will be charged (typically 1¢) then Press **CASH**; The ‘NON-REPEAT BREAK’ entry field displays:

```
NON - REPEAT BREAK  
[ 1 ]           0.21
```

9. Enter the first Non-Repeat Break and press **CASH**.
10. Continue entering all the Non-Repeat Breaks, when you have entered the last Non-Repeat Break press **CASH**; at the next field don’t enter a value, just press **CASH**. The ‘REPEAT BREAK’ entry field displays:

```
REPEAT BREAK  
[ 3 ]           1.41
```

11. Enter the first Repeat Break and press **CASH**;
12. Continue entering all the Repeat Breaks, when you have entered the last Repeat Break press **CASH**; at the next field don’t enter a value, just press **CASH**.
13. Continue to program additional taxes or press **CLEAR** to return to the **PROGRAM MODE** screen.

Programming a Canadian GST

Tax 4 can be programmed to accommodate the Canadian Goods and Services tax (GST).

1. Move to the **PROGRAM MODE**.
2. From the **PROGRAM MODE** menu, press **7** and **CASH** to view the TAXES screen:

ENTER TAX#	
(1 - 4)	0

3. Enter the Tax number and press the **CASH** key to confirm.

TAXES	
1 . DESC :	[TAX4]
2 . TYPE	[ADD - ON]
3 . RATE	[0 . 0 0 0]
4 . GST IS BY TAX RATE1	[N]
5 . GST IS BY TAX RATE2	[N]
6 . GST IS BY TAX RATE3	[N]

4. At the TYPE field, press the ↑ key and the ↓ key and press the **CASH** key to confirm.
5. At the RATE field, input the GST rate and press the **CASH** key to confirm. For example: if the tax is 5 percent, enter 5000, Press **CASH** to set the rate.
6. At the GST IS BY TAX1 field, if the GST is taxable by rate1 (tax on tax) by pressing the ↑ key and the ↓ key, the pressing the **CASH** key
7. Continue to program additional taxes or press **CLEAR** to return to the **PROGRAM MODE** screen.

Messages

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “8.MESSAGES” (or press **8** to go to the option directly.) Press **CASH** to view the Message programming menu screen.

MESSAGES
1 . PREAMBLE

3. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **MESSAGES** menu. Or, if you already know the menu number of the message you wish to program, you can enter the digit (1-5) directly. There are 5 options:

 - 1 . PREAMBLE
 - 2 . POSTAMBLE
 - 3 . ENDORSEMENT
 - 4 . FINANCIAL RPT
 - 5 . CLERK RPT
4. Press **CASH** to select the message you wish to set.

Preamble

The preamble is a programmable message of up to six lines (up to 32 characters per line) that appears at the top of each receipt. Note that double wide character count as two characters.

1. From the **MESSAGES** screen, select PREAMBLE or press **1**. Press **CASH** to display the PREAMBLE screen. There are 6 lines of message:

 - 1 . NO DATA
 - 2 . NO DATA
 - 3 . NO DATA
 - 4 . NO DATA
 - 5 . NO DATA
 - 6 . NO DATA
2. Use the **↓CHARGE1** and the **↑CHARGE2** keys to select the message line you wish to program and press the **CASH** key.
3. Type the new message (up to 32 characters) using the overlay (or enter codes if code method selected in system options). Press **CASH** to confirm the new line.
4. Continue to program additional Preamble lines or press **CLEAR** to return to the **PROGRAM MODE** screen.

Postamble

The postamble is a programmable message of up to six lines (up to 32 characters per line) that appears at the bottom of each receipt.

1. From the MESSAGES screen, select POSTAMBLE or press 2. Press CASH to display the POSTAMBLE screen. There are 6 lines of message:

```
1 . NO DATA
2 . NO DATA
3 . NO DATA
4 . NO DATA
5 . NO DATA
6 . NO DATA
```

2. Use the ↓CHARGE1 and the ↑CHARGE2 keys to select the message line you wish to program and press the CASH key.
3. Type the new message (up to 32 characters) using the overlay (or enter codes if code method selected in system options). Press CASH to confirm the new line.
4. Continue to program additional Postamble lines or press CLEAR to return to the PROGRAM MODE screen.

Endorsement

The Endorsement Message is a programming message of up to ten lines (up to 32 characters per line) that prints when a check is endorsed on an optional slip printer.

1. From the MESSAGES screen, select ENDORSEMENT or press 3. Press CASH to display the ENDORSEMENT screen. There are 10 lines of message:

```
1 . NO DATA
2 . NO DATA
3 . NO DATA
4 . NO DATA
5 . NO DATA
6 . NO DATA
7 . NO DATA
8 . NO DATA
9 . NO DATA
10 . NO DATA
```

2. Use the ↓CHARGE1 and the ↑CHARGE2 keys to select the message line you wish to program and press the CASH key.
3. Type the new message (up to 32 characters) using the overlay (or enter codes if code method selected in system options). Press CASH to confirm the new line.
4. Continue to program additional Postamble lines or press CLEAR to return to the PROGRAM MODE screen.

Financial Report

The Financial Report selection allows you to reprogram the descriptors that appear with the Financial Report totals and counters. For example: the first total on the financial report "+PLU TTL" represents the total of all positive PLU entries. You might want to re-label this total to say "SALES TTL". You can reprogram any of the Financial Report totals listed here with any 24-character descriptor.

1. From the **MESSAGES** screen, select FINANCIAL RPT or press **4**. Press **CASH** to display the POSTAMBLE screen.

FINANCIAL RPT
1 . +PLU TTL

2. There are 80 descriptors, corresponding to the order information appears on the Financial Report (go to "Financial" on page 170 to see a sample report.)
3. Use the **↓CHARGE1** and the **↑CHARGE2** keys to select the report line you wish to program and press the **CASH** key.
4. Type the new descriptor (up to 24 characters) using the overlay (or enter codes if code method selected in system options). Press **CASH** to confirm the new line.
5. Continue to program additional lines or press **CLEAR** to return to the **PROGRAM MODE** screen.

Financial Report Messages

Line #	Message
1	+PLU TTL
2	-PLU TTL
3	ADJST TTL
4	NONTAX
5	TAX1 SALES
6	TAX2 SALES
7	TAX3 SALES
8	TAX4 SALES
9	TAX1
10	TAX2
11	TAX3
12	TAX4
13	XMPT1 SALES
14	XMPT2 SALES
15	XMPT3 SALES
16	XMPT4 SALES
17	% 1
18	% 2
19	% 3
20	% 4
21	% 5
22	NET SALE
23	CREDIT TAX1
24	CREDIT TAX2
25	CREDIT TAX3
26	CREDIT TAX4
27	FD/S CREDIT

Line #	Message
28	RETURN
29	ERROR CORR
30	PREVIOUS VD
31	VOID MODE
32	CANCEL
33	GROSS SALES
34	CASH SALES
35	CHECK SALES
36	R/A 1
37	R/A 2
38	R/A 3
39	P/O 1
40	P/O 2
41	P/O 3
42	HASH TTL
43	AUDACTION
44	NOSALE
45	CASH-IN-D
46	CHECK-IN-D
47	FD/S-IN-D
48	CHG1-IN-D
49	CHG2-IN-D
50	CHG3-IN-D
51	CHG4-IN-D
52	CHG5-IN-D
53	CHG6-IN-D
54	CHG7-IN-D

Line #	Message
55	CHG8-IN-D
56	RETURN
57	CHG1 SALES
58	CHG2 SALES
59	CHG3 SALES
60	CHG4 SALES
61	CHG5 SALES
62	CHG6 SALES
63	CHG7 SALES
64	CHG8 SALES
65	FOREIGN 1
66	FOREIGN 2
67	FOREIGN 3
68	FOREIGN 4
69	DRWR TTL
70	PROMO
71	TRAIN TTL
72	MIX&MATCH
73	PLU LEVEL1 TTL
74	PLU LEVEL2 TTL
75	MOD1
76	MOD2
77	MOD3
78	MOD4
79	MOD5
80	ROUND

Clerk Report

The Clerk Report selection allows you to reprogram the descriptors that appear with the Clerk Report totals and counters. For example: the first total on the clerk report "NET SALES" might be re-labeled to say "ALL SALES". You can reprogram any of the Financial Report totals listed here with any 24-character descriptor.

1. From the **MESSAGES** screen, select CLERK RPT or press **5**. Press **CASH** to display the CLERK RPT screen.

CLERK RPT
1 . NET SALE

2. There are 63 descriptors, corresponding to the order information appears on the Financial Report (go to "Clerk" on page 176 to see a sample report.)
3. Use the **↓CHARGE1** and the **↑CHARGE2** keys to select the report line you wish to program and press the **CASH** key.
4. Type the new descriptor (up to 24 characters) using the overlay (or enter codes if code method selected in system options). Press **CASH** to confirm the new line.
5. Continue to program additional lines or press **CLEAR** to return to the **PROGRAM MODE** screen.

Clerk Report Messages

Line #	Message
1	NET SALE
2	NONTAX
3	TAX1 SALES
4	TAX2 SALES
5	TAX3 SALES
6	TAX4 SALES
7	TAX1
8	TAX2
9	TAX3
10	TAX4
11	XMPT1 SALES
12	XMPT2 SALES
13	XMPT3 SALES
14	XMPT4 SALES
15	% 1
16	% 2
17	% 3
18	% 4
19	% 5
20	CREDIT TAX1
21	CREDIT TAX2

Line #	Message
22	CREDIT TAX3
23	CREDIT TAX4
24	FD/S CREDIT
25	RETURN
26	ERROR CORR
27	PREVIOUS VD
28	VOID MODE
29	CANCEL
30	GROSS SALES
31	CASH SALES
32	CHECK SALES
33	R/A 1
34	R/A 2
35	R/A 3
36	P/O 1
37	P/O 2
38	P/O 3
39	HASH TTL
40	CASH-IN-D
41	CHECK-IN-D
42	FD/S-IN-D

Line #	Message
43	CHG1 SALES
44	CHG2 SALES
45	CHG3 SALES
46	CHG4 SALES
47	CHG5 SALES
48	CHG6 SALES
49	CHG7 SALES
50	CHG8 SALES
51	FOREIGN 1
52	FOREIGN 2
53	FOREIGN 3
54	FOREIGN 4
55	DRWR TTL
56	PROMO
57	WASTE
58	TRAIN TTL
59	NOSALE
60	MIX&MATCH
61	PLU LEVEL1 TTL
62	PLU LEVEL2 TTL
63	ROUND

Mix & Match Program

Retailers often offer discounts when multiples of different items are purchased. For example: the offer: “save \$5 on any three bottles of wine” can be handled by a mix and match discount. The ER-260EJ/ER-265EJ can accommodate up to 99 (the exact number is determined by memory allocation) different mix and match discounts.

This program sets the number of items that must be purchased to receive the discount and the amount of the discount. You must also set the following additional Mix & Match Table options that are set through separate programs:

- You can set a 24-character descriptor for the discount
- You must link eligible items to the appropriate mix and match table. See “PLU Programming” on page 111.

Mix & Match Name/Quantity/Price Settings

Each Mix & Match discount function can be programmed with a unique 24-character descriptor. The number of Mix & Match discounts is set in memory allocation.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “9.MIX & MATCH” (or press **9** to go to the option directly.) Press **CASH** to view the Message programming menu screen.

ENTER MIX&MATCH#
(1 - 2 0) 0

3. Enter the number of mix and match you wish to set. The MIX & MATCH settings screen displays:

MIX & MATCH
1 . DESC : [DISCO

4. Set a descriptor for the discount of up to 24 characters. Press the **CASH** key.

5. Press **↓CHARGE1** to view the QUANTITY field:

MIX & MATCH
1 . QUANTITY [0]

6. Enter the number of items that need to be purchased to qualify for the discount. Press **CASH**.

7. Press **↓CHARGE1** to view the AMOUNT field:

MIX & MATCH
1 . AMOUNT [0 . 0 0]

8. Enter the amount of the discount. Press **CASH**.
9. Press the **CASH** key to return to the MIX & MATCH PGM screen or press the **CLEAR** to exit.

Program Scans

You can make a printed record of your ER-260EJ/ER-265EJ program.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “10.PGM SCAN” (or press **1 0** to go to the option directly.) Press **CASH** to view the Program Scan menu screen.

PGM SCAN
1 . PLU

3. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the available scans. Or, if you already know the menu number of the scan you wish to print, you can enter the digit(s) (1-11) directly. There are 11 options:

- 1 . PLU
- 2 . GROUP
- 3 . FUNCTION KEY
- 4 . OPTIONS
- 5 . EMPLOYEE
- 6 . TIME SCHEDULE
- 7 . TAX
- 8 . MESSAGES
- 9 . MIX & MATCH
- 10 . NLU CODE#
- 11 . MACRO

4. Press **CASH** to select the scan you wish to print. After the scan is printed, select another scan, or press **CLEAR** to return the **PROGRAM MODE** menu.

Sample Reports

Financial

	03/22/2017 TUE	13:32
	X 1 REPORT	00001

Total and count of all positive PLUs	FINANCIAL	
	+PLU TTL	179.56
		\$288.60
Total and count of all Negative PLUs	-PLU TTL	10
		-20.00
Total of +PLU and -PLU sales	ADJUST TTL	189.56
		\$268.60

Total of Non-taxable sales	NONTAX	\$30.47
	TAX1 SALES	\$153.60
	TAX2 SALES	\$11.92
	TAX3 SALES	\$16.77
Total of tax eligible sales for each sale tax	TAX4 SALES	\$31.89
	TAX1	\$10.00
	TAX2	\$1.21
	TAX3	\$1.18
Total of tax collected for each tax	TAX4	\$2.18
	XMPT1 SALES	\$7.00
	XMPT2 SALES	\$1.50
Total exempted sales for each tax	XMPT3 SALES	\$7.95
	XMPT4 SALES	\$7.50
	ITEM DISC.	3
		-0.48
	SALE DISC.	2
		-5.22
Total and count for each % function key (i.e. discounts & coupons)	SALE SURCH.	3
		\$3.23

continued . . .

continued from previous page

Total and count for each % function key (i.e. discounts & coupons)	→	% 4	0
			\$0.00
		% 5	0
			\$0.00
Net Sales	→	NET SALE	26
			\$281.18
Credited tax for each tax. (Tax is credited for negative taxable sales, i.e. merchandise return transactions.)	→	CREDIT TAX1	4
			-1.11
		CREDIT TAX2	1
			-0.23
		CREDIT TAX3	2
			-0.89
		CREDIT TAX4	1
			-0.39
		RETURN	33
			-59.73
Total and count for each type of transaction correction.	→	ERROR CORR	2
			-4.00
		PREVIOUS VD	1
			-1.50
		VOID MODE	-2
			-6.40
		CANCEL	2
			\$16.00
Gross Sales	→	GROSS SALES	\$375.63
Totals and counters for CASH and CHECK sales	→	CASH SALES	13
			\$133.49
		CHECK SALES	1
			\$23.05
		R/A 1	1
			\$145.00
		R/A 2	0
			\$0.00
		R/A 3	0
			\$0.00
Total and count for each type R/A (received on account) and P/O (paid out) key.	→	P/O 1	1
			-140.00
		P/O 2	0
			\$0.00
		P/O 3	0
			\$0.00

continued . . .

Total and count of items sold with HASH status.

Count of No Sales.

Total of numbers entered using the non-add key

Total and count of expected CASH, CHECK in drawer. Declaration amounts and over/short calculations.

Total and count of expected in drawer for each charge function. (Charge in drawer will differ from charge sales if the charge is over-tendered

continued from previous page

HASH TTL	0
	\$0.00
NOSALE	4
NON ADD #	547
CASH- IN-D	14
	\$269.99
CASH DEC AMT	\$269.99
OVER/SHORT	\$0.00
CHECK- IN-D	3
	-108.45
CHECK DEC AMT	\$0.00
OVER/SHORT	-108.45
CHG1- IN-D	0
	\$0.00
CHG1 DEC AMT	\$0.00
OVER/SHORT	\$0.00
CHG2- IN-D	1
CHG2 DEC AMT	\$0.00
OVER/SHORT	\$0.00
	\$8.43
CHG3- IN-D	1
	\$8.52
CHG3 DEC AMT	\$0.00
OVER/SHORT	\$0.00
CHG4- IN-D	2
	-1.60
CHG4 DEC AMT	\$0.00
OVER/SHORT	\$0.00
CHG5- IN-D	1
	\$2.67
CHG5 DEC AMT	\$0.00
OVER/SHORT	\$0.00
CHG6- IN-D	2
	\$13.09
CHG6 DEC AMT	\$0.00
OVER/SHORT	\$0.00
CHG7- IN-D	0
	\$0.00
CHG7 DEC AMT	\$0.00
OVER/SHORT	\$0.00
CHG8- IN-D	1
	\$3.04
CHG8 DEC AMT	\$0.00
OVER/SHORT	\$0.00

continued . . .

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Total and count for
each CHARGE key.

Total for each
Foreign currency in
drawer.

Total of CASH,
CHECKS and
CHARGES in
drawer.

Total and count for
PROMO and
WASTE.

Number of
transactions and
total activity in
Training Mode

CHG1 SALES	0	
	\$0.00	
CHG2 SALES	1	
	\$8.43	
CHG3 SALES	1	
	\$8.52	
CHG4 SALES	2	
	-1.60	
CHG5 SALES	1	
	\$2.67	
CHG6 SALES	2	
	\$13.09	
CHG7 SALES	0	
	\$0.00	
CHG8 SALES	1	
	\$3.04	
FOREIGN 1	0.00	
FOREIGN 2	0.00	
FOREIGN 3	0.00	
FOREIGN 4	0.00	
DRWR TTL	\$216.69	
PROMO	1	
	\$1.50	
WASTE	8	
	\$12.50	
TRAIN TTL	5	
	\$62.59	
MIX & MATCH	0	
	\$0.00	
AVG ITEM/CUST	7.29	
AVG \$/CUST	\$10.81	

GRAND	\$375.63	
CLERK 01	000209	00000

Mix & Match
Discounts applied

Grand total

Time

Time Period	03/22/2017 TUE	13:32
Number of Transactions	X 1 REPORT	00001
Net sales in this period.	-----	
Percentage of total sales	TIME	
Number of Transactions all periods	13:00-14:00	
Net sales in all periods.	CNT	17
	SALES AMT	\$183.85
	SALES RATE	65.39%
	14:00-15:00	
	CNT	9
	SALES AMT	\$97.33
	SALES RATE	34.61%

	TOTAL CNT	26
	TOTAL AMT	\$281.18
	CLERK 01	000209 00000

PLU

PLU number	03/22/2017 TUE	13:32
PLU Descriptor	X 1 REPORT	00001
Count and sales total.	-----	
Percentage of total sales	ALL PLU	
	PLU#1	
	HAMBURGER	
	CNT 28	\$42.00
	SALES RATE	15.64%
	PLU#2	
	DBL BURGER	
	CNT 40	\$99.75
	SALES RATE	37.14%
	PLU#4	
	COKE	
	CNT 26	\$38.85
	SALES RATE	14.46%
	PLU#5	
	SPRITE	
	CNT 18	\$13.42
	SALES RATE	5.00%
	PLU#7	
	ROAST	
	CNT 19.16	\$30.47
	SALES RATE	11.34%
	PLU#28	
	UNLEADED	
	CNT 32.85	\$39.39
	SALES RATE	14.66%
	PLU#29	
	RETURNS	
	CNT 10	-20.00
	SALES RATE	-7.44%
	PLU#33	
	NAILS	
	CNT 15.55	\$24.72
	SALES RATE	9.20%

Total activity for all PLUs	TOTAL CNT	189.56
Total sales for all PLUs.	TOTAL AMT	\$268.60
	CLERK 01	000209 00000

Clerk

Note: Media totals can be printed for each clerk, if selected in “REPORT” of the Options Programming.

Clerk Name	03/22/2017 TUE	13:32
Number of Transactions	X 1 REPORT	00001
Net sales for this clerk	ALL CLERK	
Drawer total for this clerk	KELLY S.	
	NET SALE	10
		\$155.23
	DRWR TTL	\$109.81
	ZACH	
	NET SALE	5
		\$45.14
	DRWR TTL	\$43.22
	ANNA	
	NET SALE	4
		\$78.75
	DRWR TTL	\$67.03
	LAURA	
	NET SALE	2
		\$0.00
	DRWR TTL	\$18.64
	PEGGY	
	MOLLY	
	NET SALE	5
		\$2.06
	DRWR TTL	-22.01
	CLERK 01	000209 00000

Individual Clerk

Clerk Name	03/22/2017 TUE	13:32
Number of Transactions	X 1 REPORT	00001
Net sales for this clerk	INDIVIDUAL CLERK	
Drawer total for this clerk	KELLY S.	
	NET SALE	10
	DRWR TTL	\$155.23
		\$109.81
	CLERK 01	000209 00000

Groups

Group Descriptor	03/22/2017 TUE	13:32
Number of items sold in this group	X 1 REPORT	00001
Net sales for this group	GROUP	
	#1: FOOD	
	CNT	68
	SALES AMT	\$141.75
	#2: DRINK	
	CNT	44
	SALES AMT	\$52.27
	#3: REST.	
	CNT	112
	SALES AMT	\$194.02
	#5: STORE	
	CNT	19.16
	SALES AMT	\$30.47
	#8: MDSE	
	CNT	58.40
	SALES AMT	\$44.11
	#9: STORE MDSE	
	CNT	77.56
	SALES AMT	\$74.58

Number of items sold in all groups.	TOTAL CNT	189.56
Net sales for all groups.	TOTAL AMT	\$268.60
	CLERK 01	000209 00000

Day

The Day (Daily Sales) report lists net sales for each day of the month.

Count	
Net Sales	
Percentage of total	

03/22/2017	TUE	13:32
X 2	REPORT	00001

DAY		
DAY : 12		
CNT		2
SALES AMT		\$6.00
SALES RATE		50.00%
DAY : 12		
CNT		2
SALES AMT		\$6.00
SALES RATE		50.00%

TOTAL CNT		4
TOTAL AMT		\$12.00
CLERK 01 000209 00000		

Stock

PLU number	
PLU Descriptor	
Current inventory count	

03/22/2017	TUE	13:32
X 1	REPORT	00001

ALL PLU STOCK		
PLU#1		
HAMBURGER		
CNT		26
PLU#2		
DBL BURGER		
CNT		15
PLU#7		
ROAST		
CNT		25.96
PLU#28		
UNLEADED		
CNT		1488.47
PLU#33		
NAILS		
CNT		161.25
CLERK 01 000209 00000		

Drawer Totals

	03/22/2017 TUE	13:32
	X 1 REPORT	00001

	IN-DRAWER	
Cash in drawer total	CASH-IN-D	\$0.00
Check in drawer total	CHECK-IN-D	\$0.00
	CHG1-IN-D	\$0.00
	CHG2-IN-D	\$0.00
	CHG3-IN-D	\$0.00
	CHG4-IN-D	\$0.00
	CHG5-IN-D	\$0.00
	CHG6-IN-D	\$0.00
	CHG7-IN-D	\$0.00
	CHG8-IN-D	\$0.00
Charge (1-8) in drawer total	CLERK 01	000209 00000

Balancing Formulas

+/-	Net Sales	\$ Example
=	PLU Sales Total	\$
+	Tax 1	\$
+	Tax 2	\$
+	Tax 3	\$
+	Tax 4	\$
+	Sale Coupon Amounts	\$
+	Sale Percent Discounts	\$
+	Sale Surcharge Amounts	\$
=	Net Sales	\$

+/-	Gross Sales	\$ Example
=	Net Sales	\$
+	Negative PLU Total	\$
+	Item Coupon Total	\$
+	Item Percent Discount	\$
+	Sale Coupon Amounts	\$
+	Sale Percent Discounts	\$
+	Credit Tax 1	\$
+	Credit Tax 2	\$
+	Credit Tax 3	\$
+	Credit Tax 4	\$
+	Merchandise Return	\$
+	Void mode Total	\$
+	Mix & Match Total	\$
=	Gross Sales	\$

Integrated Payment Appendix

Introduction

This guide supports integrated payment applications utilizing EMV enabled Datacap equipment for the SAM4s ER-260EJ/ER-265EJ ECRs. To implement the EMV application, the following is required:

1. For installation that will be using integrated payment, an SD card must be placed in the SD card slot on the right side of the ECR. (The card is used to store transaction records so they can easily be called up by invoice number for tip adjustment and/or voiding.)
2. Deploy your application with the latest EMV capable Datatran equipment, using either the IPTran LT or the Tran Server with PDC's. (Refer to the configuration diagrams that follow. It is more cost-effective to use the Tran server and PDC configuration when your network includes four or more ER-260EJ/ER-265EJ ECRs.)
3. For PIN-Pad/EMV reader, check with your provider for compatible devices.
4. When your configuration is completed and connected to an active Ethernet line, perform the "Dial In Load" as shown on page 206 and then perform the "Parameter Download" as described on page 204.

What to Order?

Datatran Equipment Part Numbers

1900.20 – IPTran™ LT (applications with up to 3 ECRs)

1715.20 – New Style PDC (applications with 4 or more ECRs)

1900.50 – Tran Server (applications with 4 or more ECRs)

7871.01 – Serial Interface Cable DB9-M connection (Included)

7877.30 – Peripheral Adapter Cable (For PIN-Pad connection)



PIN-Pad

For EMV Installations, use a Pin-Pad recommended & approved by your provider. For example: the Verifone Vx805 may be used with the certified version of XPI (8.42B).

VeriFone Part Numbers:

M280-703-A3-WWA-3 – VeriFone Vx805

PWR282-001-01-A – Power Cable

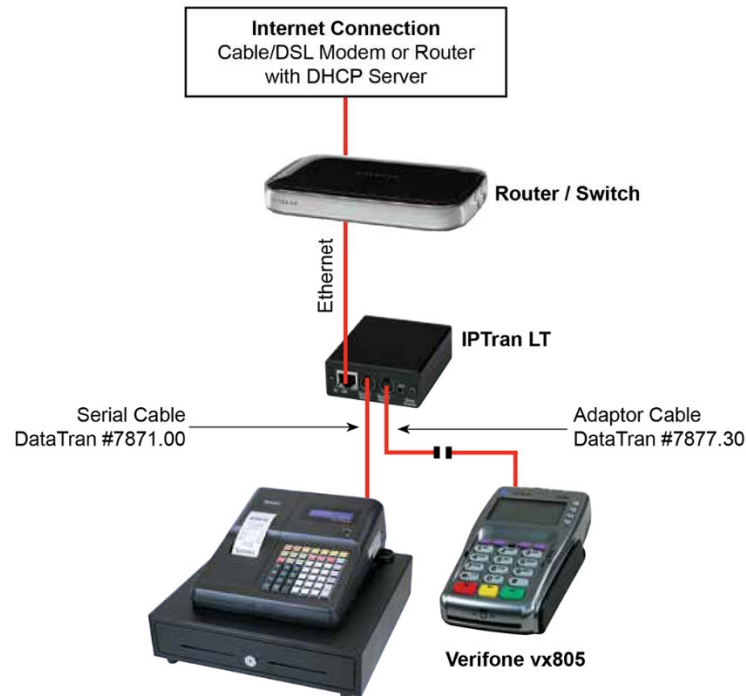
CBL282-031-02-A – Serial Interface Cable

Load XPI Application (Version 8.42B)

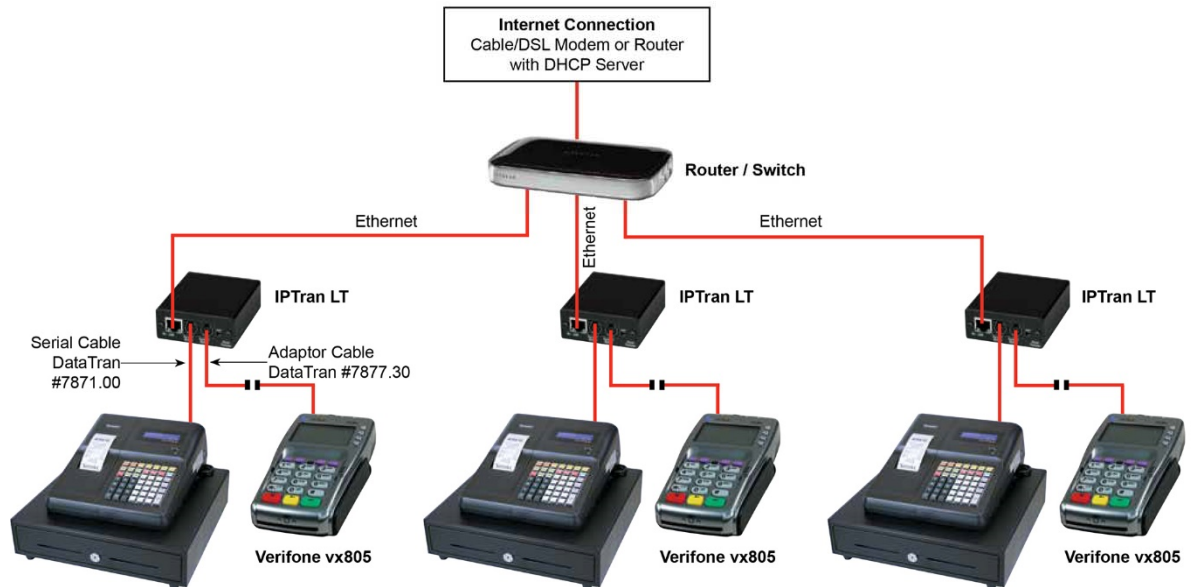
Processor Encryption (Specific to merchant installation)

Configurations

SAM4s ER-260EJ / Datacap ECR Configuration Single ECR

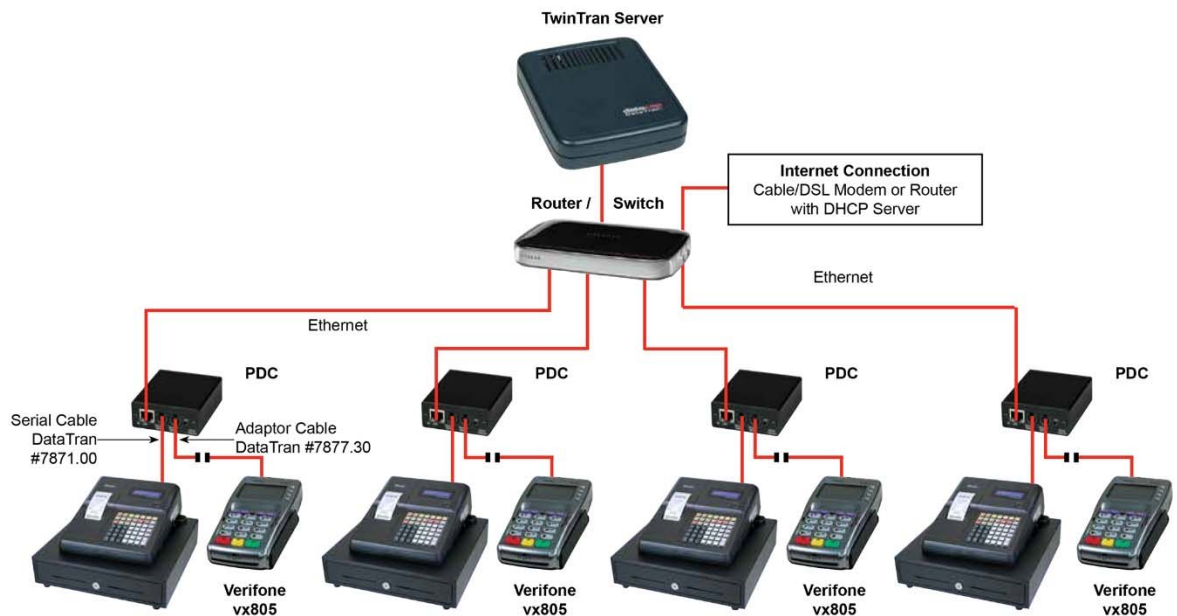


SAM4s ER-260EJ / Datacap ECR Configuration Multi-ECR (3 or Less)



Note: *If you have an installation using 3 IPTran LT units as shown above, all three devices will have a separate batch and work independent of each other (separate batching, separate reporting).*

SAM4s ER-260EJ / Datacap ECR Configuration Multi-ECR (4 or More)



NOTE: *If you have multiple PDC's and a Tran Server as shown here, there is only one batch and it can be controlled at any of the registers. PDC's must have a connection to the internet.*

Note: *PDC's are paired to a specific Tran Server. A PDC from one site will not work with the Tran Server from a different site.*

Required ECR Program Settings

Define Port (Serial Port Options)

You must define one of the three serial communication ports for the DataCap device you will be using for EMV.

Port Settings

1. Move the key to the **S** lock position to display the **Service Mode** menu.
2. From the **Service Mode** menu press **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down until “DEFINE PORT” is selected (or press **5** to directly to the ‘DEFINE PORT’.)
3. Press **CASH**. The DEFINE PORT menu displays:

DEFINE PORT
1 . PORT 1

4. Use **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Define Port** menu. Or, enter the digit (1-3) corresponding to the serial port you wish to program. (Select or press **4** and **CASH** to set the USB port. Select or press **5** and **CASH** to print Port1, Port2 and Port3 settings.)

PORT 1
1 . BAUD RATE
[19200]

5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the eleven serial port options. Make settings or changes as needed.
6. Press the **CLEAR** key to finalize and return to the DEFINE PORT screen.

Serial port Settings Screen Program Notes

#	Option	Description
1	BAUD RATE	Select 19200 for EMV enabled DataCap devices
2	PARITY	Select NONE
3	DATA BITS	Select 8
4	STOP BITS	Select 1
5	DEVICE FUNCTION	Select DATATRAN

System Options

Options are organized into different categories, i.e. System, Print, Report, etc. to make it easier for the programmer to find and set options.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. With the first option, “PLU” displayed, use the **↓CHARGE1** and the **↑CHARGE2** keys to select “4.OPTIONS” (or press **4** to go to the option directly.) Press **CASH** to view the OPTIONS screen.
3. Press **1 CASH** to select the SYSTEM options category.
4. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options in the category. If a YES or NO decision is required, Press the **↑CHARGE2** key for YES and the **↓CHARGE1** key for NO.
5. Press the **CASH** key to confirm the option value and return system option screen.

EMV Related System Options

	Option	Entry	Description
45	EFT DRAFT	DATATRAN FINE DINING	Select if the EFT draft is Fine Dining. Fine dining draft will print a tip line. Select Datatran to not print tip line.
46	MSR CONNECT	DATATRAN PDC	Select device where the card reader is connected; For EMV installations always select PDC .
47	PIN-PAD TYPE	DUKPT ROTAT	Always choose PIN-Pad type as DUKPT .
48	PIN-PAD PORT	0-3	Select the port# where Pin-Pad is connected
49	COPY OF DATATRAN RECEIPT	0-99	Set desired number of EFT receipts to print (0-99) (default = 1)
50	MARK CARD No ON ALL EFT DRAFTS	Y or N	Set to N to NOT print card number on EFT receipts.
51	“test” CLERK ID?	Y or N	Always set to N
52	CARDHOLDER NAME?	Y or N	Set to Y if you want the cardholder’s name printed on EFT receipts.

Function Key Programming

Program the appropriate Charge function keys that will be used to finalize electronic payment transactions; Charge key function keys are key codes 323-330. Charge keys can be programmed as Credit, Debit, Gift, Gift No NSF or Cash Benefit keys.

Charge keys must be assigned to the keyboard before programming the option settings.

Charge Key Programming

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. Press the **↓CHARGE1** twice to select “3.FUNCTION KEY” and press **CASH** or press **3** and **CASH** to display the **FUNCTION KEY** screen.

FUNCTION KEY
1 . FUNCTION KEY
2 . MACRO

3. Press **1** and **CASH** to select FUNCTION KEY menu.

ENTER FUNC . KEY
TO BE PROGRAMMED

4. Press the CHARGE key you wish to program.
5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options for the function key you have selected. The pages that follow detail the reference information for each key.
6. Select option “14.SEND TO EFT” and press the **CASH**, press **↑CHARGE2** to select the option value to [Y], press the **CASH** to save the setting.
7. Select option “15.EFT PORT (0-3)” and press the **CASH**. Enter the port number where the DataTran device is connected and press **CLEAR** to set the value and return to the charge key programming.
8. Select option “17.SELECT CARD TYPE” and press the **CASH**. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options until the correct card type is displayed. Press the **CASH** to save the setting.
9. Select option “18.SHOW TIP ON” and press the **CASH**. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options until the desired option is displayed. Press the **CASH** to save the setting
10. Press **CLEAR** to return to the FUNCTION KEY menu.
11. Press **CLEAR** again to return to the PROGRAM MODE menu

Charge Key (1-8) Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are CHARGE 1-8.
2	HALO	7-digit amount	You can limit errors by setting the maximum amount that can be tendered. "0" means that there is no entry limit.
3	AMOUNT TEND COMP.	Y or N	Select Y if you want to force the operator to enter the tendered amount and let the register calculate the change.
4	OVER/UNDER TENDER IN MGR CONTROL	Y or N	Select Y if you do not want the operator to tender more than the amount of the sale and issue change. When selected, over tendering is allowed only in the MANAGER MODE.
5	DISABLE UNDER TEND.	Y or N	Select Y if you do not want the operator to tender less than the amount of the sale.
6	DOES DRAWER OPEN	Y or N	Select N if you do not want the drawer to be opened with this key.
7	ALLOW OVER TEND.	Y or N	Select Y if you wish to allow tender greater than the amount of the sale.
8	NON-ADD # ENTRY COMPULSORY	Y or N	Select Y if you wish to enforce the entry of a non-add number prior to tendering.
9 - 12	EXEMPT TAX 1 – TAX4	Y or N	Select Y to exempt the appropriate tax automatically when finalized with this key.
13	COMPULSORY VALIDATION	Y or N	Choose Y to enforce validation if an optional printer with validation capability is connected to a Serial port.
14	SEND TO EFT	Y or N	Set to Y for integrated payment EFT/EMV operations.
15	EFT PORT (0-3)	[0-3]	Enter the port # where the integrated payment device is connected.
16	ALLOW ROUNDING	Y or N	Select Y if you wish to allow rounding when pressing the CHARGE 1~CHARGE 8 key. <i>Always N for EMV</i>
17	SELECT CARD TYPE	[Card Type]	None, Credit, Debit, Gift, Gift No NSF, Cash Benefit
18	SHOW TIP ON (See ** <i>Note:</i> below)	[Selection]	REG PINPAD PRINT TIP LINE ONLY

**** Note:** Before selecting charge key option 18 setting, determine the Transaction Type (type of card) and when tips are to be entered:

- If the card is a CREDIT card, and the draft will be presented to the customer and the tip will be added later from the TIP OPERATION function of the DATATRAN OPERATION menu, select (PRINT TIP LINE ONLY).
- If the card is a CREDIT card, and all payments are made at a cashier station, choose (REG) to prompt for tip entry on the ECR display; choose (PINPAD) to prompt for tip at the PIN-Pad.

-
- **Tips cannot be edited/added to Debit transactions after the sale.**
 - **No TIP entry is allowed for GIFT Card transactions. Tips must be entered using a PLU prior to finalization with a *Gift Card*.**
 - **When using IPTran LT terminals at each register, tips must be entered at the terminal the transaction was registered on.**
-

DataTran Tip Key

Firmware versions supporting EMV provide DataTran TIP function key (key **code 416**) for entering TIP's in register mode. If your application is set for "Fine Dining" you can place this function on the keyboard to speed up the TIP entry. The key can be programmable for manager control if desired.

1. Move the key to the **P** lock position to display the **Program Mode** menu.
2. Press the **↓CHARGE1** twice to select "3.FUNCTION KEY" and press **CASH** or press **3** and **CASH** to display the **FUNCTION KEY** screen.

FUNCTION KEY 1 . FUNCTION KEY

3. Press **1** and **CASH** to select FUNCTION KEY menu.

ENTER FUNC . KEY TO BE PROGRAMMED

4. Press the "DATARAN TIP" key to program the settings.
5. Use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the options for the function key you have selected.
6. Select an option and press the **CASH** to set that option value.
7. From the YES/No type option screen, Press the **↑CHARGE2** key for **YES** and the **↓CHARGE1** key for **NO**; Press the **CASH** to confirm the option selection

DataTran TIP Key Options

	Option	Entry	Description
1	DESC	Alpha numeric 24 character	You can program a unique descriptor. The default descriptors are CHARGE 1-8.
2	Under manager control	Y or N	Select Y to allow TIP operations only in X position manager mode.
3	SEND TO EFT	Y or N	Set to Y for integrated payment EFT/EMV operations.

Load the EMV Parameters

After connecting the new EMV compatible Datatran device and PIN-Pad to the ECR and all the required programming is completed, you must load the parameters for the devices. The IPTran LT must be connected to the internet to load the parameters.

1. To load the Datatran device parameters perform the “**Dial In Load**” procedure as explained on page **206** in this guide.
2. To load the PIN-Pad parameters perform the “**Parameter Download**” as explained on page **204** in this guide.

Integrated Payment/EMV Functions

Sample Transaction

Close the previous day’s batch before beginning a new sales day. A new batch is opened automatically when the previous batch is closed.

1. Register a normal transaction.
2. Press the appropriate **CHARGE** key. The message “WAITING FOR EFT” displays.
3. At the PIN-Pad the message displays:

SALE
\$2.00 - OK?

4. Press the **GREEN** button on the PIN-Pad keypad.
5. Insert the EMV card into the PIN-Pad. The PIN-Pad will display “PLEASE WAIT”, then “DO NOT REMOVE CARD”, and then “PROCESSING”. When Complete, the “APPROVED” message will display.
6. Remove the card from the PIN-Pad.
7. At the register, the message “PRESS CASH TO CONTINUE” will display.
8. Press **CASH**. The receipt and card draft are printed.
9. If multiple documents are to be printed, the message “PRESS CASH TO CONTINUE” displays. Tear off the printer paper, and press CASH to resume printing.

Sample Transaction Receipt (without tip)

Merchant and Customer Drafts (without tip)

MERCHANT ID: 19497801
CLERK ID: test

SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 11/06/2017 TIME: 11:12:12

INVOICE : 6
REFERENCE : 1005
AUTH CODE : 44277A

AMOUNT USD\$ 2.00
=====

TOTAL USD\$ 2.00

APPROVED - THANK YOU
I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Card 01 Test

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 0000008000
IAD: 06010A03602000
TSI: F800
ARD; 00
CVM; SIGN

MERCHANT COPY

DATE 11/06/2017 MON TIME 11:12

PLU1 \$2.00
TOTAL \$2.00
CHARGE1 \$2.00

SALE \$2.00
VISA *****0010
INVOICE : 6
REFERENCE : 1005
AUTH CODE : 44277A

CLERK 1 No.000016 00000

MERCHANT ID: 19497801
CLERK ID: test

SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 11/06/2017 TIME: 11:12:12

INVOICE : 6
REFERENCE : 1005
AUTH CODE : 44277A

AMOUNT USD\$ 2.00
=====

TOTAL USD\$ 2.00

APPROVED - THANK YOU
I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Card 01 Test

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 0000008000
IAD: 06010A03602000
TSI: F800
ARD; 00
CVM; SIGN

CUSTOMER COPY

Sample Credit Transaction Receipt (with PIN-Pad tip)

Charge key set to Show TIP on = PINPAD

Merchant and Customer Drafts (with PIN-Pad tip)

MERCHANT ID: 19497801
CLERK ID: test

SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 10:16:41

INVOICE : 7
REFERENCE : 1006
AUTH CODE : 44287A

AMOUNT USD\$ 2.00
TIP USD\$ 1.00
=====

TOTAL USD\$ 3.00

APPROVED - THANK YOU
I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Card 01 Test

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 000008000
IAD: 06010A03602000
TSI: F800
ARD: 00
CVM: SIGN

MERCHANT COPY

DATE 05/16/2017 MON TIME 10:16

PLU1 \$2.00
TOTAL \$2.00
CHARGE1 \$2.00

SALE \$2.00
VISA *****0010
INVOICE : 7
REFERENCE : 1006
AUTH CODE : 44287A

CLERK 1 No.000016 00000

MERCHANT ID: 19497801
CLERK ID: test

SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 10:16:41

INVOICE : 7
REFERENCE : 1006
AUTH CODE : 44287A

AMOUNT USD\$ 2.00
TIP USD\$ 1.00
=====

TOTAL USD\$ 3.00

APPROVED - THANK YOU
I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
CARD 01 Test

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 000008000
IAD: 06010A03602000
TSI: F800
ARD: 00
CVM: SIGN

CUSTOMER COPY

Sample Credit Transaction Receipt (with Print Tip Only tip)

Charge key Show tip = Print Tip Line Only

Merchant and Customer Drafts (with Print Tip Only tip)

MERCHANT ID: 19497801
CLERK ID: test

SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 10/16/2017 TIME: 10:16:41

INVOICE : 7
REFERENCE : 1006
AUTH CODE : 18117A

AMOUNT USD\$ 2.00

TIP USD\$ _____

TOTAL USD\$ _____

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Card 01 Test

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 0000008000
IAD: 06010A03602000
TSI: F800
ARD: 00
CVM: SIGN

MERCHANT COPY

DATE 05/16/2017 MON TIME 10:16

PLU1 \$2.00
TOTAL \$2.00
CHARGE1 \$2.00

SALE \$2.00
TIP \$ _____
TOTAL \$ _____
VISA *****0010
INVOICE : 7
REFERENCE : 1006
AUTH CODE : 18117A

CLERK 1 No.000016 00000

MERCHANT ID: 19497801
CLERK ID: test

SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 10/16/2017 TIME: 10:16:41

INVOICE : 7
REFERENCE : 1006
AUTH CODE : 44287A

AMOUNT USD\$ 2.00

TIP USD\$ _____

TOTAL USD\$ _____

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Card 01 Test

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 0000008000
IAD: 06010A03602000
TSI: F800
ARD: 00
CVM: SIGN

CUSTOMER COPY

Manual Card Entry

If a credit card is not able to be read, we can manually enter the card information. Manual card entry is allowed on Credit, Gift and EBT transactions if the reader is unable to read the card or for card not present sales.

PIN Debit payments must be processed as card-present transactions – the card data must be read by the card reader and cannot be manually entered. This is a card requirement, not a function of the point of sale equipment.

1. Register a normal transaction.
2. Press the appropriate **CHARGE** key. The message “WAITING FOR EFT” displays.
3. If the card will not read:
 - At the PIN-Pad, press the red button.
 - At the ECR press **CLEAR** once, the message “PRESS CASH FOR MANUAL ENTRY” displays.
4. At the ECR, press **CASH** and go to the PIN-Pad to complete the sequence of card entries. At the message:

SALE \$ 2 . 0 0 - OK?

5. Press the **GREEN** button on the PIN-Pad keypad.
6. The message “ACCOUNT NUMBER” displays. Enter the card number and press the **GREEN** button on the PIN-Pad keypad.
7. The message “ENTER EXPIRY, DATE MMY” displays. Enter the 4-digit card expiration date in MMY format and press the **GREEN** button on the PIN-Pad keypad.
8. **The message “ENTER CVV” displays. Enter the CVV (card verification value as shown on the reverse of the card) and press the **GREEN** button on the PIN-Pad keypad. *See**Note:*
9. **The message “ZIP CODE” displays. Enter the 5-digit zip code of the card holder and press the **GREEN** button on the PIN-Pad keypad. *See**Note:*
10. The message “CHIP CARD YES=OK?” displays. If the card is a chip card, press the **GREEN** button on the PIN-Pad keypad; if the card is not a chip card, press the **RED** button.
11. When verification is complete, the PIN-Pad displays “APPROVED” and the draft is printed at the ECR.
12. If multiple documents are to be printed, the message “PRESS CASH TO CONTINUE” displays. Tear off the printer paper, and press **CASH** to resume printing.

Note: Visa or MasterCard branded Debit cards used for PIN Debit may also be used like credit cards, with just a signature. If a Debit card presented for a PIN Debit transaction fails to read, when the CARD ERROR message appears, press CLEAR. You can now choose an alternative payment method. Press the CREDIT function. Slide the same Debit card, if it fails to read again, select CLEAR. The message “ENTER ACCT NO” displays. You can manually enter the account number and complete the transaction. The merchant may pay different card fees for PIN Debit and signature Debit transactions.

****Note:** The option to require **CCV** number or **Zip Code** entry are set by the processor. Your installation may not require this entry.

Merchandise Return

Complete the merchandise return transaction as you would a normal transaction. Press **MDSE RTRN** prior to entering each returned item.

1. Register a normal transaction.
2. Press the appropriate **CHARGE** key. The message “WAITING FOR EFT” displays on the register:
3. At the PIN-Pad the message displays:

REFUND

\$10.00 - OK?

4. Press the **GREEN** button on the PIN-Pad keypad.
5. Insert the EMV card into the PIN-Pad. The PIN-Pad will display “PLEASE WAIT”, then “DO NOT REMOVE CARD”, and then “PROCESSING”. When Complete, the “APPROVED” message will display.
6. Remove the card from the PIN-Pad.
7. At the register, the message “PRESS CASH TO CONTINUE” will display.
8. Press **CASH**. The receipt and card draft are printed.
9. If multiple documents are to be printed, the message “PRESS CASH TO CONTINUE” displays. Tear off the printer paper, and press CASH to resume printing.

Sample Merchandise Return Receipt

Merchant and Customer Copy

MERCHANT ID: 19497801
CLERK ID: test

REFUND

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 11:17:54

INVOICE : 9
REFERENCE : 1008
AUTH CODE : 079511

AMOUNT USD\$ 10.00
=====

TOTAL USD\$ 10.00

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Merchant Signature

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 000008000
IAD: 06010A03602000
TSI: A800
CVM; SIGN

MERCHANT COPY

DATE 05/16/2017 MON TIME 10:20

MDSE RETURN*****

PLU1 -10.00
TOTAL -10.00
CHARGE1 -10.00

SALE \$10.00
VISA *****0010
INVOICE : 9
REFERENCE : 1008
AUTH CODE : 079511

CLERK 1 No.000019 00000

MERCHANT ID: 19497801
CLERK ID: test

REFUND

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 11:17:54

INVOICE : 9
REFERENCE : 1008
AUTH CODE : 079511

AMOUNT USD\$ 10.00
=====

TOTAL USD\$ 10.00

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Merchant Signature

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 000008000
IAD: 06010A03602000
TSI: A800
CVM; SIGN

CUSTOMER COPY

Void Transaction

Transaction Void allows a transaction to be removed from the current batch and not reported to the cardholder statement.

1. Turn the key lock to the **VOID** position.
2. Register a normal transaction.
3. Press the appropriate **CHARGE** key. The message “SLIDE CARD” displays.
4. Swipe the card. The message “ENTER INVOICE NUMBER” displays.
5. Enter the invoice code printed for the transaction to be voided, press **CASH**. The message “ORIG TRAN AMOUNT” displays.
6. Enter the total amount of the original transaction, press **CASH**. The message “WAITING FOR EFT” will display on the ECR. The “VOID SALE” message will display on the PIN-Pad:

VOID SALE \$1.00 - OK?

7. Press the **GREEN** button on the PIN-Pad keypad.
8. Insert the EMV card into the PIN-Pad. The PIN-Pad will display “PROCESSING”. When Complete, the “APPROVED” message will display.
9. Remove the card from the PIN-Pad.
10. At the register, the message “PRESS CASH TO CONTINUE” will display.
11. Press **CASH**. The receipt and card draft are printed.
12. If multiple documents are to be printed, the message “PRESS CASH TO CONTINUE” displays. Tear off the printer paper, and press CASH to resume printing.

Sample Void Transaction Receipt (without tip)

Merchant and Customer Drafts (without tip)

MERCHANT ID: 19497801
CLERK ID: test

VOID SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 10:22:09

INVOICE : 13
REFERENCE : 1010
AUTH CODE : 44317A

AMOUNT USD\$ 2.00
=====

TOTAL USD\$ 2.00

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Merchant Signature

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 000008000
IAD: 06010A03602000
TSI: F800
CVM; SIGN

MERCHANT COPY

DATE 05/16/2017 MON TIME 10:22

VOID MODE *****

PLU1 -2.00
TOTAL -2.00
CHARGE1 -2.00

SALE -2.00
VISA *****0010
INVOICE : 13
REFERENCE : 1010
AUTH CODE : 44317A

CLERK 1 No.000023 00000

MERCHANT ID: 19497801
CLERK ID: test

VOID SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 10:22:09

INVOICE : 13
REFERENCE : 1010
AUTH CODE : 44317A

AMOUNT USD\$ 2.00
=====

TOTAL USD\$ 2.00

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Merchant Signature

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 000008000
IAD: 06010A03602000
TSI: F800
CVM; SIGN

CUSTOMER COPY

Sample VOID Transaction (with tip)

Merchant and Customer Drafts (with tip)

MERCHANT ID: 19497801
CLERK ID: test

VOID SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 10:25:13

INVOICE : 11
REFERENCE : 1009
AUTH CODE : 44306A

AMOUNT USD\$ 1.00

TIP USD\$ _____

TOTAL USD\$ _____

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Merchant Signature

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 0000008000
IAD: 06010A03602000
TSI: F800
CVM; SIGN

MERCHANT COPY

DATE 05/16/2017 MON TIME 10:22

VOID MODE *****

PLU1 -1.00
TOTAL -1.00
CHARGE1 -1.00

SALE -1.00
TIP \$ _____
TOTAL \$ _____

VISA *****0010
INVOICE : 13
REFERENCE : 1010
AUTH CODE : 44317A

CLERK 1 No.000060 00000

MERCHANT ID: 19497801
CLERK ID: test

VOID SALE

VISA *****0010
ENTRY METHOD: CHIP
DATE 05/16/2017 TIME: 10:25:13

INVOICE : 11
REFERENCE : 1009
AUTH CODE : 44306A

AMOUNT USD\$ 1.00

TIP USD\$ _____

TOTAL USD\$ _____

APPROVED - THANK YOU

I AGREE TO PAY THE ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

X _____
Merchant Signature

APPLICATION LABEL: Visa Credit
AID: A0000000031010
TVR: 0000008000
IAD: 06010A03602000
TSI: F800
CVM; SIGN

MERCHANT COPY

EMV Related Datatran Operations

All EMV related management functions take place with the control lock in the **Z** position. In this way, only those with the correct key will have access to these operations.

The following Z mode menu selections are used in EMV related operations:

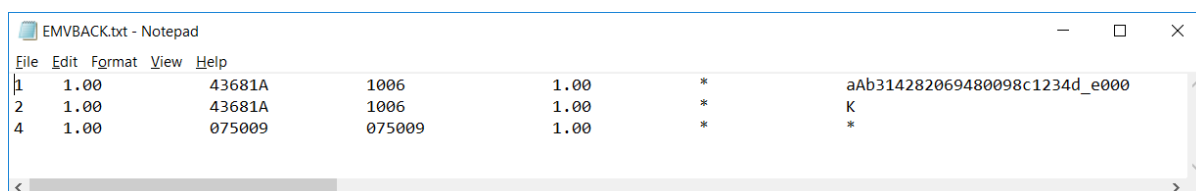
- Datatran Function
- Datatran Transaction

In the Pre-EMV environment Datacap stored some information at the DataTran device that allowed the registers to run some reports, such as the local transaction report.

In the EMV environment Datacap is no longer storing information at the DataTran device so there are no batch reports available at the ECR. The “Delete SD EMV File” operation should be performed daily.

On the ER-260EJ/ER-265EJ we are storing some information on the approvals at the register (EMVBACK.txt file). This is required to be able to perform “By Record” transactions. No credit card or customer information is stored at the ECR.

Sample EMVBACK.txt file:



Currently, if a Local Transaction Report is run we print the information from the approvals in the EMVBACK.txt file. However, this data should only be used for troubleshooting and should not be relied upon as accurate reporting data.

For example, if you perform a sale for \$1.00 and then perform a Void by Record Number of the same transaction, you will have two transactions. The register is only printing the information from the approvals.

Accessing Z Mode Functions

1. Move the key to the **Z** keylock position to display the **Z Mode** menu.
2. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Z Mode** menu. Or, if you already know the menu number of the X Mode function you wish to perform, you can enter the digit (1-6) directly.

The following Z Mode functions are available:

1. Z REPORTS
2. RESET E.J
3. RESET NOT FOUND PLU
4. CONNECT SERVER
5. DATATRAN FUNCTION
6. DATATRAN TRANSACTION

Datatran Function

1. Move the key to the **Z** lock position to display the **Z Mode** menu.
2. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Z Mode** menu (or press **5** and **CASH**) to select the Datatran Transaction menu with the first option displayed:

```
1. INITIALIZE EFT
2. CLOSE CURR. BATCH
3. PARAMETER DOWNLOAD
4. EMV EBT VOUCHER
5. ISSUE TRANSACTION
6. ISSUE BATCH STATUS
7. DIAL IN LOAD
8. DIAGNOSTIC
```

Datatran Function: Menu Operations

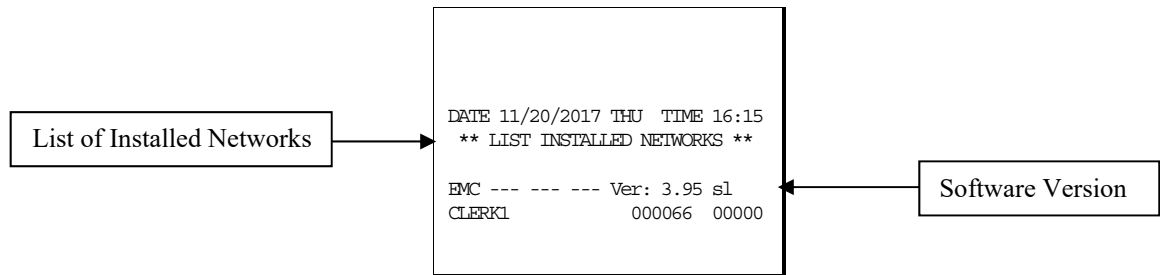
EMV related operations are shown in **Bold** below; Follow the summary table for details for each of these processes.

Menu #	Item	Operation
1	Initialize EFT	Use this operation to initialize the PIN-Pad device.
2	Close Curr. Batch	Use this operation to close the current batch; a new batch is automatically opened.
3	Parameter Download	Use to load the EMV parameters into the PIN-Pad.
4	EMV EBT Voucher	Used to Manually enter EBT transactions.
5	Issue Transaction	Currently, if a Local Transaction Report is run we print the information from the approvals. However, this data should only be used for troubleshooting and should not be relied upon as accurate reporting data.
6	Issue Batch Status	Print the status for the current batch.
7	Dial In Load	This procedure must be done at each new installation to load the Datatran device parameters.
8	Diagnostic	Use to perform various diagnostics. Use only as requested by Datacap support.

Initialize EFT

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **1** and **CASH** to initialize the EFT Device.

Select Initialize EFT to verify communications and software version.



Close Current Batch

You must close the batch daily as this procedure clears the EMV file stored on the SD card. If the processor performs an 'Auto Batch' you will need to perform the 'Delete SD EMV File' operation.

NOTE: *After a batch is closed, a new batch is automatically opened for the next day.*

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **2** and **CASH** to initiate the Close Batch (Debit).
4. The message "WAITING RESP." displays momentarily. When communication is complete the "LOCAL BATCH STATUS" report prints and the batch is closed. The message "BATCH WAS CLOSED SUCCESSFULLY" prints.

Close Batch Receipt

```
DATE 05/16/2017 MON   TIME 10:29

**** LOCAL BATCH STATUS ****

BATCH STATUS   :      OPEN
BATCH NUMBER   :      0080
TRANSACTION CNT :        7
ITEM COUNT     :        7
BALANCE AMNT   :      16.00
FWD ITEM COUNT :        *
FWD BALANCE AMNT:        *

CLERK 1         000065 00000

DATE 5/05/2017 THU    TIME 10:34

*** CLOSE CURRENT BATCH ***

BATCH NUMBER   :      0080
NET AMNT SETTLED:      16.00
ITEM COUNT     :        7

BATCH WAS CLOSED SUCCESSFULLY
CLERK 1         000097 00000
```

Parameter Download

Used to load the EMV parameters into the PIN-Pad. Perform this after loading the Datacap device.

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **3** and **CASH** to initiate the Parameter Download.
4. The message: "ARE YOU SURE" displays. Press the **YES/NO** key to select **YES** and then press **CASH**.
5. At the register, the message: "WAITING FOR EFT" displays. At the PIN-Pad, the message "LOADING" displays.
6. When complete the message: "LOAD SUCCESS" will display and print. The PIN-Pad will re-initialize.
7. At the register, press **CLEAR** to complete the procedure.

EMV EBT Voucher

When the EBT/Tran equipment is not able to connect to the processing center and the customer is not able to process EBT via the integrated system they would use this operation to manually enter the EBT transaction.

The customer would need to call the processing center to get an approval for the transaction.

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **4** and **CASH** to initiate the EBT Voucher.
4. At the prompt, Enter Amount on ECR and press **CASH**. (i.e. 500 CASH)
5. Enter the Auth. Code; enter the code on the ECR and press **CASH**.
6. Enter Voucher Number; enter the voucher number at the ECR and press **CASH**.
7. The PIN-Pad will display \$5.00 OK? Press the green button on the vx805 to confirm.
8. At the prompt: Tap or swipe the Card, insert the chip card into the vx805.

Note: *When entering the Auth. Code, you must use the three-digit alpha character code entry method.*

Issue Transaction

The Issue Transaction report summarizes the transactions in the EMVBACK.txt file.

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **5** and **CASH** to initiate the Issue Transaction Report.

```
*** LOCAL TRANSACTION REPORT ***  
  
INVOICE   : 1  
REFERENCE : 1001  
AUTH CODE : 68971A  
AMOUNT    : 5.36  
VISA      *****0010  
-----  
INVOICE   : 2  
REFERENCE : 1002  
AUTH CODE : 69398A  
AMOUNT    : 2.68  
VISA      *****6781  
-----  
INVOICE   : 3  
REFERENCE : 1003  
AUTH CODE : 69400A  
AMOUNT    : 3.00  
VISA      *****6789  
-----  
INVOICE   : 4  
REFERENCE : 1004  
AUTH CODE : 69404A  
AMOUNT    : 5.55  
VISA      *****6750  
-----  
CLERK 1           000070   00000
```

Issue Batch Status

The Local Batch Status Report also prints when a batch is closed.

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **6** and **CASH** to initiate the Issue Batch Status.

```
DATE 05/16/2017 MON   TIME 10:29

**** LOCAL BATCH STATUS ****

BATCH STATUS      :      OPEN
BATCH NUMBER      :      0024
TRANSACTION CNT   :          7
ITEM COUNT        :          7
BALANCE AMNT      :      116.00
FWD ITEM COUNT    :          *
FWD BALANCE AMNT  :          *

CLERK 1           000065  00000
```

Dial In Load

This procedure must be done at each new installation to load the Datatran device parameters. An active Internet connection is required for this operation

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **7** and **CASH** to initiate the Dial In Load.
4. The message: “ENTER DEVICE ID” displays.
5. Enter the 6-digit serial number of the IP Tran or PDC. The device will call Datacap’s host PC and load itself. This takes approximately 20 seconds. During the load the register will display: “WAITING FOR EFT”.
6. When complete the message: “LOAD SUCCESS” will display and print. The Datacap device load is complete.

After the Datacap device is loaded, you must load the PIN-Pad parameters; From the **Z-Mode**. See the “Parameter Download” on page 204 for details.

DataTran Diagnostic

Use only with Datacap Support as necessary to troubleshoot Datatran issues.

1. Turn the control lock to the **Z** position.
2. Press **5** and **CASH** to select the Datatran Function menu.
3. Press **8** and **CASH**; The message “DIAG NUMBER 0” will display.
4. Press the **0** key and then **CASH** to print a list of diagnostic options:

```
DATE 5/05/2017 THU    TIME 10:34

*** DATATRAN SELF TESTS ***

1 - IPTRAN VERSION
4 - CREDIT MID SETTINGS
10- IP ADDRESS
11- DNS TEST
15- PARAM LOAD
40- EEPROM DATA
41- RESET SEQUENCE NUMBER

CLERK 1                000096  00000
```

5. Reselect the Diagnostic option. The message “DIAG NUMBER” will again display.
6. Enter the number of the diagnostic test you wish to perform and press **CASH**. The report will print.

Datatron Transaction

1. Move the key to the **Z** keylock position to display the **Z Mode** menu.
2. You can now use the **↓CHARGE1** and the **↑CHARGE2** keys to scroll up and down through the **Z Mode** menu (or press **6** and **CASH**) to select the Datatron Transaction menu with the first option displayed:

```
1.VOID SALE BY REC NO
2.VOID REFUND BY REC NO
3.VOICE AUTH
4.ZERO AUTHORIZATION
5.DELETE SD EMV FILE
```

Datatron Transaction: Menu Operations

EMV related operations are shown in **Bold** below; Follow the summary table for details for each of these processes.

Menu #	Item	Operation
1	Void Sale by Record Number	Use these operations to void transactions when the card is not present. CAUTION: These voids will not correct ECR sales totals (i.e. PLU sales) but will maintain a total on the Financial Report. Use the VOID mode operation at the ECR to perform transaction voids that will correct the appropriate ECR sales totals.
2	Void Refund by Record Number	
3	Voice Authorization	Use to enter a voice authorized sale in to the batch.
4	Zero Authorization	Use this operation to verify a card is valid, activated, not reported as lost/stolen.
5	Delete SD EMV File	This Operation will clear the EMVBACK.txt file stored on the SD Card.

Void Sale By Record Number

You can void (remove from batch) any sales transaction that resides in the current batch.

Note: This operation does not adjust any other cash register financial totals or counters.

1. Turn the control lock to the **Z** position.
2. Press **6** and **CASH** to select the Datatran Transaction menu.
3. Press **1** and **CASH** to initiate the Void Sale by Record number.
4. Enter the invoice number; press **CASH**.
5. The Message “WAITING FOR EFT” displays. When the “COMPLETED” message displays press **CLEAR** to complete the procedure.

Void Refund By Record Number

You can void (remove from batch) any returned (negative) transaction.

Note: This operation does not adjust any other cash register financial totals or counters.

1. Turn the control lock to the **Z** position.
2. Press **6** and **CASH** to select the Datatran Transaction menu.
3. Press **2** and **CASH** to initiate the Void Refund by Record Number.
4. Enter the record number; press **CASH**.
5. The Message “WAITING FOR EFT” displays. When the “COMPLETED” message displays press **CLEAR**.

Voice Authorization

If electronic authorization is not approved and the merchant receives voice authorization, the transaction can be entered into the batch with this operation.

Note: This operation does not adjust any other cash register totals or counters.

1. Turn the control lock to the **Z** position.
2. Press **6** and **CASH** to select the Datatran Transaction menu.
3. Press **3** and **CASH** to initiate the Voice Authorization.
4. Enter the sale amount and then press **CASH**.
5. Enter the approval code and then press **CASH**.
6. The draft prints and the sale is added to the batch.

Zero Authorization

Use this operation to verify a credit card is active or not reported as stolen. To use this feature, you must have a charge key setup to connect to the EFT and type set for credit. You must also have an SD card installed.

1. Turn the control lock to the **Z** position.
2. Press **6** and **CASH** to select the Datatran Transaction menu.
3. Press **4** and **CASH** to initiate the Zero Authorization.
4. Register displays “PRESS CHARGE KEY”, press the credit card tender key.
5. ECR displays “WAITING FOR EFT”.
6. Insert card into PIN-Pad reader.
7. When verification is complete, a receipt will print on ECR.

Example Verification

VERIFY CARD	
VISA	*****0010
ENTRY METHOD: CHIP	
DATE: 11/21/2017 TIME: 09:08:51	
INVOICE: 7	
REFERENCE: 7	
AUTH CODE: 09855A	
AMOUNT	UDS\$ 0.00
	=====
TOTAL	UDS\$ 0.00
APPROVED – THANK YOU	
I AGREE TO PAY THE ABOVE TOTAL	
AMOUNT ACCORDING TO CARD ISSUER	
AGREEMENT (MERCHANT AGREEMENT IF	
CREDIT VOUCHER)	
X_____	
CARD 01	TEST
APPLICATION LABEL: VISA CREDIT	
AID: A000000031010	
TVR: 000008000	
IAD: 06010A03602000	
TSI: F800	
ARC: 00	
CVM: SIGN	

Delete SD EMV File

Use this operation to clear the EMVBACK.txt file stored on the SD Card. This is the internally stored

data file that stores the Authorization Response messages that allows “By Record Number” transactions. Specifically, the ‘Void Transaction by Record Number’ and ‘Gratuity Entry’.

This file should be cleared each day as we have a limited amount of space to hold the file and most likely, “By Record Transactions” will take place on the same day as the original transaction. The EMV File is cleared automatically when the CLOSE CURRENT BATCH command is performed. Some sites are set to Auto Batch and some processors only allow Auto Batch. If Auto Batch is utilized, this operation should be executed every day.

1. Turn the control lock to the **Z** position.
2. Press **6** and **CASH** to select the Datatran Transaction menu.
3. Press **5** and **CASH** to initiate the Delete SD EMV File.
4. Register displays “SUCCESS”.

Tip (Gratuity) Entry

When the Charge key option is set to “Print Tip Line Only”, Gratuities (tips) indicated by the customer on the payment draft must be entered into the ECR before the batch is closed. These Tips are entered using the Datatran Tip Key .

The processor must support “By Record” operations (Tokenization) to be able to use the Tip (Gratuity) Entry.

➤ **Tips cannot be edited/added to Debit transactions after the sale.**

➤ **No TIP entry is allowed for GIFT Card transactions. Tips must be entered using a PLU prior to finalization with a *Gift Card*.**

Settings for the DataTran TIP Key Options can be found on page 189. Tips entered here replace any previous tip entered.

If the key is set for manager control, turn the key to X and select MANAGER OPERATION. If the key does not require manager control, turn to the REGISTER MODE.

1. Press the Datatran Tip function key. The prompt ENTER INVOICE NUMBER displays:
2. Enter the invoice number of the transaction and press CASH.
3. The message now displays: “ORIG TRAN AMOUNT”. Enter the original transaction amount and press CASH.
4. The message now displays: “TIP AMOUNT”. Enter the tip amount and press CASH.
5. The message displays: “WAITING FOR EFT”. If the record number and transaction number are valid, the tip amount is entered in the batch and a tip entry chit prints as shown below.

Sample Tip Chit

```
11/21/2017  10:41      139
SALE                      $10.00
TIP                      $1.50
VISA      *****0010
INVOICE   : 139
REFERENCE : 1001
AUTH CODE : 43516A

APPROVED  -  THANK YOU
```

TIP Entry at Time of Sale

Alternately, if the charge key used to tender the sale is set to SHOW TIP ON: PINPAD; the customer is prompted to choose to enter a TIP at the time of the sale.

1. Register a normal transaction. Press the appropriate CHARGE key. The message “WAITING FOR EFT” displays.
2. At the PIN-Pad the message displays:

SALE
\$ 2 . 0 0 - OK?

3. Press the **GREEN** button on the PIN-Pad keypad.
4. At the PIN-Pad the message “ADD TIP?” displays:

ADD TIP?

YES
NO

5. Press the **F3** button next to select YES to add a TIP; F4 to select NO TIP.
6. After pressing **F3** the message “ENTER TIP + OK \$ 0.00” appears.

ENTER TIP + OK
\$ 0 . 0 0

7. Enter the TIP amount and press the **GREEN** button on the PIN-Pad.

ENTER TIP + OK
\$ 1 . 0 0

8. Verify the sale amount; press the **GREEN** button on the PIN-Pad.

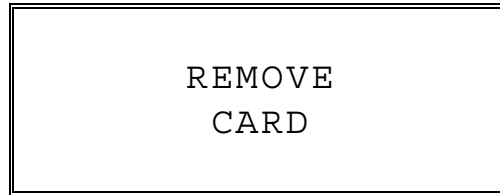
SALE
\$ 3 . 0 0 - OK?

9. Insert the EMV card into the PIN-Pad. The PIN-Pad will display “PLEASE WAIT”, then “DO NOT REMOVE CARD”, and then “PROCESSING”. When Complete, the

“APPROVED” message will display.



10. Leave the card in the PIN-Pad; the receipt and the customer copy of the EFT draft will print on the ECR. Remove the card from the PIN-Pad.
11. At the register, the message “PRESS CASH KEY” will display.
12. Press **CASH**; the merchant copy of the EFT draft will print and the and the PIN-Pad will prompt “REMOVE CARD”



13. If multiple documents are to be printed, the message “PRESS CASH TO CONTINUE” displays. Tear off the printer paper

Important Notes:

- **Close Batch or Delete SD EMV File** needs to be performed every day at the register even when the site is set for auto batch with their processor. This is how Sam4s clears the EMV token file. The token file is used to allow for “By Record” transactions (such as Void and Gratuity entry).
- **PIN-Pad is customer facing....** There is no indication to cashier what the end-user is doing (or not doing).
- **Debit cards with EMV chip** - Since Datacap \ mercury do not currently support EMV Debit, all EMV Debit cards are forced to be inserted and are then processed as regular credit cards. This usually means a higher rate for the merchant on transactions over \$25.
- **Time outs cannot be configured at the VeriFone vx805.** Some say they are too short, other say they are too long... cannot configure at register.
- **Consolidated Reports:** If an end-user wants consolidated reporting they must use the configuration with Tran server (even if only two registers in their system).
- **PDC's are paired to a specific Tran Server.** The PDC from one site will not work with a Tran server from a different site.

Cannot suppress the signature line. In the Non-EMV world a flag was added to the registers: “NO SIGNATURE IF TRANSACTION IS UNDER \$xx”. With the EMV integration, the register receives the receipt data from the Datacap device and the signature line is included in the receipt data ... therefore it cannot be controlled at the register.

Descriptor Code Table

Char.	Ç	ü	é	â	ä	à	å	ç	ê	ë
Code	001	002	003	004	005	006	007	008	009	010
Char.	è	ï	î	ì	Ä	Å	É	æ	Æ	ô
Code	011	012	013	014	015	016	017	018	019	020
Char.	ö	ò	û	ù	ÿ	Ö	Ü	▪	£	¥
Code	021	022	023	024	025	026	027	028	029	030
Char.	€	SPACE	!	"	#	\$	%	&	'	(
Code	031	032	033	034	035	036	037	038	039	040
Char.)	*	+	,	-	.	/	0	1	2
Code	041	042	043	044	045	046	047	048	049	050
Char.	3	4	5	6	7	8	9	:	;	<
Code	051	052	053	054	055	056	057	058	059	060
Char.	=	>	?	@	A	B	C	D	E	F
Code	061	062	063	064	065	066	067	068	069	070
Char.	G	H	I	J	K	L	M	N	O	P
Code	071	072	073	074	075	076	077	078	079	080
Char.	Q	R	S	T	U	V	W	X	Y	Z
Code	081	082	083	084	085	086	087	088	089	090
Char.							a	b	c	d
Code	091	092	093	094	095	096	097	098	099	100
Char.	e	f	g	h	i	j	k	l	m	n
Code	101	102	103	104	105	106	107	108	109	110
Char.	o	p	q	r	s	t	u	v	w	x
Code	111	112	113	114	115	116	117	118	119	120
Char.	y	z	BACK SPACE			DOUBLE				
Code	121	122	123			999				
Char.	Á	á	Ñ	ñ	Ã	ã				
Code	125	126	127	128	129	130				

Glossary

Activity Count

The activity counter increments each time an entry is made on a PLU, or function key. The counter prints on the appropriate reports.

Cancel

Press the CANCEL function to abort a transaction in progress. All current items are removed (voided).

Cash Declaration

This option forces the operator to count the cash drawer and input the results before the financial report can be taken. Absentee owners may want clerks or managers to declare the drawer counts to ensure that all cash is deposited, regardless of overages, or shortages. As an added benefit, the overage or shortage amount is calculated and printed on the financial report.

Clerk

Sales clerks are individuals who are responsible for selling the merchandise to the customer. Typically, management wants to know merchandise sales levels for each clerk to monitor productivity, account for cash and other media, and/or pay commissions. The default program provides operation for 15 clerks, however up to 99 different clerks can be used by changing the default memory allocation.

Compulsory

When an operation is programmed compulsory, the appropriate entry must be performed to complete the operation.

Compulsory Amount Tendering

This forces the operator to input the tender, rather than pressing a payment key directly. The change will always be computed by the register when a customer tenders an amount greater than the total due. Compulsory tendering will reduce cashier change errors.

Compulsory Condiment

When a kitchen printer, or requisition system is used, the merchant may wish to force the entry of a condiment or instruction for specific items. If compulsory condiment status is set for a specific PLU, then a condiment PLU must follow the entry of the item.

Compulsory Drawer

With compulsory drawer enabled, the clerk cannot begin a new transaction until the drawer is closed. This simple feature was designed to teach cashiers the habit of closing the cash drawer after each transaction. You'll reduce potential errors, theft and fraud that can take place when your cashier works out of an open drawer.

Compulsory Number Entry

This option forces the operator to enter a reference number (using the #/NS key) before a PLU entry can be made or a transaction finalized with a Charge key. The number could represent an SKU number that would be tracked manually, or other data such as a customer count.

Consecutive Number

A sequential number is printed on each receipt issued. This is not a "customer count" as this number is incremented for non-sales activity such as no-sales and reports. A count of revenue generating transactions (true customer count) is printed with the Net Sales total on the financial report.

Currency Conversion

Use the currency conversion function to convert and display the value of the transaction in foreign currency. Only cash tender is allowed after pressing the currency conversion function. Change is calculated and issued in home currency.

Decimal Multiplication

If you sell weighed goods, yard goods, or any merchandise sold in fractions of a unit, the decimal multiplication feature calculates each transaction quickly and accurately. For example: if your customer selects 4.75 pounds of an item sold at \$1.59 per pound, you enter 4.75 on the numeric keypad, press the X/TIME (multiplication) key, then enter the price per pound and press the appropriate PLU key.

Default Program

The default program is the original program installed in the ER-260EJ/ER-265EJ. The register has a default program which makes it operational after a memory clear. Nearly all options, rates and status programs are set to zero as the default condition.

Department

The ER-260EJ/ER-265EJ uses price look-ups (PLU's) to perform the function of traditional cash register departments. PLU's may be registered directly on the keyboard (like traditional departments) or indirectly by entering the item or PLU number and then pressing the PLU key.

Electronic Journal

The ER-260EJ/ER-265EJ does not provide a traditional journal printer. The SAM4s ER-260EJ/ER-265EJ has the capability of storing a sales journal in memory. The electronic journal can be reviewed and discarded, saved to an SD card or polled by a PC for archival. When ECR memory reserved for electronic journal is full, current records are saved and old data is discarded.

Error Condition

An error condition signals that an incorrect operation has occurred. It is identified by an audible tone and an error descriptor appearing on the display.

Error Correct

An error correct operation voids the last item entered, it must be used within a sale.

Flash ROM

Flash ROM is used by the manufacturer to contain the program that runs the register. Flash ROMs maintain memory when power is off, allowing the register to be especially stable and reliable. When the register's program is improved, or updated, the Flash ROM can be updated by a qualified service technician through a utility in the register.

Gallonge

To simplify gasoline transactions, PLU's can be designated to calculate gallons sold on fuel purchases. The price of the fuel sold is entered as it would be in a normal "open" PLU. However, the price per gallon of fuel is entered where the PLU preset price is normally maintained. When fuel is sold, the register will refer to the programmed price per gallon and calculate the number of gallons sold. Both the gallons pumped and dollar amount of the gas purchase are conveniently printed on the customer receipt and sales journal. This provides all the necessary information for a customer that needs a receipt for gas purchases. The total of gallons sold is also maintained on the appropriate PLU report, in the place of the PLU item counter. Several gallonage PLU's could be placed on the keyboard to maintain records for different pumps, or types of fuel. Thus, the dollar and gallon totals can provide a useful security check against separate pump totals.

Groups (PLU Groups)

Groups are used to organize sets of items. For example: in a restaurant Grill Items, Drinks, and Ice Cream items might be separated into different groups. Up to 99 group totals are available. Group reporting is available on the group report.

HALO

The high amount lock-out (HALO) limits the amount allowed to be entered in a PLU, or function key.

HASH

Merchants often sell non-merchandise items, such as lottery tickets, or bottle deposits, that they do not wish to account for as reportable revenue. HASH PLU's are useful to account for non-revenue income. They will add to the appropriate totals on the PLU report, they will add to the transaction totals, and they will be accountable for in drawer totals, but they will not affect the merchants, NET SALES, GROSS SALES or NON-RESETTABLE GRAND TOTAL. As a system of options programming, HASH can be defined to not add to the transaction (NON-ADD).

Link (PLU Link)

Use linked PLU's if you wish the registration a PLU to automatically cause the registration of another PLU (For example: to automatically add a bottle deposit.) Linked PLU's are set with Program 350, PLU Link programming.

Macro

Macro keys may be programmed to record, and then later perform, up to 50 keystrokes. For example: a macro key could be set to tender (preset tender) a common currency, such as \$5 into the cash key.

Memory Allocation

Memory allocation is a program that determines how the system memory is divided to provide the correct features for your application. For example: you may require more or fewer clerks, or PLU's in memory, or electronic journal memory. Memory allocation allows you to maximize the features you need while minimizing the features you do not need.

Mix & Match

Retailers often offer discounts when multiples of different items are purchased. For example: the offer: "save \$5 on any three bottles of wine" can be handled by a mix and match discount. The default ER-260EJ/ER-265EJ can accommodate up to 10 different mix and match discounts, the total can be increased to a maximum of 100 through memory allocation.

Multiple Receipts

In some cases, for example: where a mail-in rebate is offered, an extra copy of a receipt is needed. If allowed, the receipt must be re-printed immediately, before another transaction is started.

Negative PLU's

As you program PLU's, you will find a setting to make them negative (normally they are positive). Positive PLU's are used for items that add to the sale. Negative PLU's are used for items that subtract from a sale, like individual store coupons or bottle deposit credits.

NLU

Number Look-Up (NLU) refers to PLU code that is accessed when a Keyboard PLU is used. In the default program, each Keyboard PLU will look up the appropriate numeric PLU, beginning with PLU #1 for Keyboard PLU key #1 and continuing sequentially through the keyboard.

However, this numbering sequence may be impractical for some applications. For example: Keyboard PLU #1 may represent a can of *Diet Pepsi*. The merchant may wish to have the Keyboard PLU look up the UPC code number for *Diet Pepsi*, which is "120500". Using this program, you can change the Number Look-Up (NLU) for the keyboard PLU to any 14-digit number you choose.

No Sale

No sale is an operation to simply open the cash drawer. No sales are counted and reported on the financial report.

Not Found PLU

For small merchants, the ER-260EJ/ER-265EJ can build a PLU file "on the fly". Each time an item is scanned (or entered by PLU number) that is not in the PLU file, the operator is prompted to enter the price and other options for the item. At the end of the day, the "Not Found PLU Report" will allow the manager to verify the prices and update the PLU file as needed.

Open (PLU)

Open PLU's accept price entries, rather than register a preset price. To prevent errors, you may set a high limit (HALO) for open entries.

Override

Override is an operation used to bypass a programmed price or entry limit (HALO).

Over-Tendering/Under-Tendering

When a payment is made less than the amount due, it is called an under-tender. After an under-tender, the register calculates and displays the remaining balance for the sale. Additional payments must be made until the total due is satisfied. When the sale is fully paid, the cash drawer will then open and the receipt is completed. When a payment is made more than the amount due, it is called an over-tender. The register will compute and display the change due and the receipt will be completed. Note that register options can be set to allow or disallow over-tendering for check and charge payments.

Paid Out

The Paid-Out key is used to track cash paid out of the cash drawer or to record pickups from the cash drawer.

PLU's

Price look-ups (PLU's) are accessed by indexing a code number and pressing the PLU key, or by pressing a keyboard PLU key. PLU's can be programmed with a preset or open price. PLU's record an activity count and dollar total on the PLU report. PLU sales may also report to a group.

Post Tender

Post tendering is available to help prevent cashier confusion when a customer decides to change the tender amount. When Post Tendering is allowed, the operator can re-enter a cash tender and the register will re-calculate the change.

To post tender after finalizing the sale, enter the cash amount presented by the customer and then press CASH. The amount of change due to the customer is then displayed. This is a calculation function only, and no totals or counters are updated using this feature.

Preamble/Postamble Message

Programmable messages allow each merchant to customize his receipt with the store name, address, phone number, website or other critical identification information or advertising messages. The SAM4s ER-260EJ/ER-265EJ allows a preamble message of up to six lines, each with up to 32-characters, to be printed at the top of each receipt. A postamble of up to 6-lines of 32-characters can also be printed at the bottom of the receipt.

Preset (PLU)

When a PLU is pre-programmed or pre-set with a fixed amount, the preset amount will automatically register when the PLU is pressed or entered.

Preset Override

When a PLU is preset, it is possible to override the preset price with a different price. If the override function is set to be allowed in the PLU program, you can simply enter a new price and press the PLU key.

Receipt

A receipt is a printed tape given to a customer as a record of the sale transaction.

Received On Account

The Received On Account key is used to track cash received into the cash drawer or to record loans to the cash drawer.

Register Number

The number of the register can be set and printed on each receipt. If the merchant uses more than one register, or has more than one location, the register where a transaction took place or report was taken is easily identified.

Single Item

The transaction is finalized automatically when a single item PLU is registered as the first item in a sale. Single item status is used to speed transaction entry when an item is normally sold in a one-item sale. For example: a pack of cigarettes, a newspaper or an admission ticket.

Split Pricing

Often merchants price items in multiples. For example: 3 for \$1. The register will compute the price of items when the exact quantity is not purchased. If the customer chooses to buy 2 items at 3 for \$1, enter 2, press the X/TIME key, enter 3, press the X/TIME key and then enter the price and the PLU. The register will compute the price for the items purchased.

Stock (PLU Stock)

Each PLU reports an activity counter. Normally the activity counter increments (adds) and is reset when a PLU Z-report is taken. You can choose to use the PLU activity counter as a stock counter. If used as a stock counter, each PLU activity will reduce the count. A separate program allows you to add to the stock count or enter a new stock count. Stock counts are not reset when PLU Z-reports are taken.

Surcharge (Item)

An item percent surcharge adds a percentage to the price of an item. This addition nets the PLU total.

Surcharge (Sale)

A sale percent surcharge adds a percentage to the entire sale.

Tax Computation by Rate/Tax Computation by Table

In the simplest method of tax calculation, the register is set with a tax rate (or rates) and the taxes are computed by a percentage calculation. In some cases, a tax that is entered as a percentage does not follow exactly the tax charts that apply in your area (even if the tax chart is based on a percentage). In these cases, we recommend that you enter your tax using tax table programming. This method will match tax collection exactly to the break points of your tax table.

Tax Exempt

Tax exempt is used to exclude the tax from an entire sale.

Tax Shift

Tax shift keys are used to reverse the tax status of a PLU entry.

Tender

A tender is the register operation in which the amount of the payment is entered. If the tender exceeds the amount due, the sale is finalized and change due is displayed.

Training Operation

Training operations do not add to PLU or function key totals. This allows an operator to practice making entries without updating sales totals. If you wish to perform training operations, designate one of the clerks for training. You must clear (Z) the register before the training clerk can be used. When that clerk is signed on, the register is in “training mode”.

Transaction Number

See consecutive number.

VAT

Value-Added Tax (VAT) is a tax collection system where a portion of the item’s sale price is tax. VAT is different than most sales taxes where tax amounts are calculated and added-on to the sale. Value added taxes are included in the item price.

Void

A void operation will erase a previous item entry. It must be used inside of a sale only.

X & Z Reports

X (examine) reads reports without resetting and Z (Zero) reads and resets your sales totals.

Manual Revision Record

Edition	Date published	Revision Contents
Preliminary	12-24-2015	Initial Publication
v1.0	3/15/2017	Corrected page references
v1.1	6/28/2017	Updated Auto-Cash key; added tender operation
v1.2	8/10/2017	Updated options; added Tax Table programing, Messages
v1.3	8/29/2017	Added Integrated Payment Appendix
v1.4	9/22/2017	Corrected/Updated content
v1.5	11/10/2017	Updated firmware update procedure; define port device selections
v1.6	11/21/2017	Edited the integrated payment appendix
v1.7	11/28/2017	Updated Local Transaction report sample.
v1.8	11/30/2017	Updated Integrated Payment information, various numbering errors
v1.9	1/4/2018	Updated keyboard, key assignment
v1.10	1/12/2018	Edited Keyboard
v1.11	4/30/2018	Corrected Datatran Transaction operations
v1.20	5/21/2018	Added ER-265EJ Keyboard
v1.21	9/19/2018	Updated: Logo Image loading, System Options, Program Restore
v1.22	9/26/2018	Updated Integrated Payment information