ELECTRONIC CASH REGISTER

USER MANUAL

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Handheld Cash Register

Basic Information

1. VIP

Setting VIP number in menu "C VIP→ VIP →create"
VIP number total 5-13 digit, when use 13 digits VIP number, the top two are fixed to "29" ,
after 10 digits random choice, the last one is check bit.
For example:
VIP number: 2988888123456,
29 fixed
"6 " ischeck bit, you can also only input 12 digits.

2. Departments

Department is gather with the same attributes of goods, such as food, fruit.
This cash register do not support department sales, only use for statistical analysis.

3. PLU

PLU---price look up , is the smallest unit of goods. one PLU corresponds to unique goods.
PLU code usually have 13 digit, the last one is check bit.
This cash register no support nonstandard EAN13 code.
The relationship between PLU and department，PLU have department attribute, is a single
goods. However, department is the gather of goods. PLU have stock, cost, unit price
attributes, by this, Inventory management can be achieved.

4. In-store code

It is EAN13 code with leading digits "2".
A.   Scale barcode
    2YXXXXCPPPPPC   TOLEDO format scale barcode
    2YXXXXXPPPPPC   DAHUA   format scale barcode
For example, read the TOLEDO format scale barcode, 2328684002317, 232868 is PLU
code, 4 is check bit, 00231 is price, "7" is check bit.
Before use this machine,
a)   first setting in-store code :
P settings — settings — in store code – 23XXX..X , press Enter key , select
" 2YXXXXCPPPPPC" (TOLEDO format scale barcode)
b)   Create a PLU:

P Settings –PLUS—Create (create a code 232868, no need price)

c) Sales:

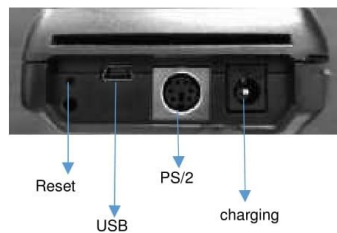Manual input 13 digits barcode then press PLU key, or use barcode scanning.

B. VIP barcode

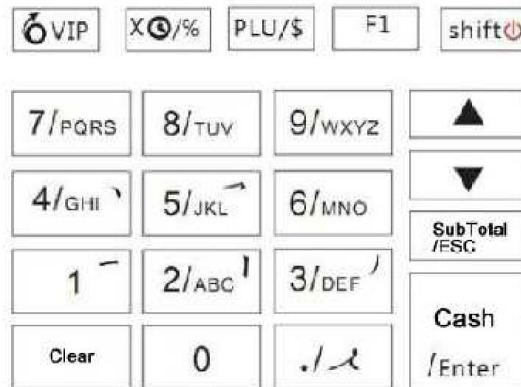As a barcode for VIP identification.

Suggest use make a start "29" code, convenient for barcode scan input.

5. Service restrictions

1) Department name description Max. 12 byte.
2) PLU item name description Max. 20 byte.
3) PLU code Max. support 13 digits, no support nonstandard EAN13 code.
4) Max. PLU number is 8192.
5) Max. department number is 64, from 1-64.
6) Max. clerknumber is 6, from 1-6.
7) Restaurant Max. table number is 100.
8) Each table number can record Max. 50 items.
9) Max. return merchandise buffer 200 item.
10) Max. cash register journal 1950 items.

Paper warehouse

On/Off key

Reset

USB

PS/2

charging

6. Keyboard description

![VIP key]: Normal use for paper feed. After press shift key, used as VIP key.

![X key]: This key have three function:

a) In idle state, time display.
b) In sales, Input quantity
c) After press shift key, used as discount key

PLU/$: Normal used forPLUkey. After press shift key, used as change price key.

F1:Multi-function keys

a) In idle state, press F1, will show: Table, Table number change, RM, R/A3.
b) In sales process, press F1, will show: Error correct, Transaction Void.
c) After press <Subtotal> key, press F1, will show, cash, charge, transaction void,（+），
   （-），%1, tot8, tot9(user defined key, can defined as payment method)
d) In payment process, press F1, will show cash , charge, TOT8, TOT9
e) When input text, press F1, used as backspace.
f) When check sales item, press F1, used as error correct.

SubTotal/ESC: SubTotal/ ESC key
a) In sales, used as Subtotal
b) In idle state, press ESC can back to main menu.
c) When input text, press ESC, can abandon input.

Cash/Enter：In sales used as checkout; when input text, used as enter.

7. Interface

1) USB: The USB port can be connected with computer
2) PS/2: The PS/2 port is configured to PS/2 scanner(default), also can be configured to PS/2 keyboard.
3) DC socket: External 12V special charger or car charger.
4) Magnetic stripe card reader: optional
5) RFID card reader: optional
6) Battery: Built-in 7.4V,2100maH lithium ion polymer battery.

Settings

P Settings—Settings

1. Power saving
2. TAX system selection
3. Date format
4. Machine & Ropt. No.
5. Rounding
6. In store code
7. Key tone
8. Transaction log
9. Registration control
10. LCD light
11. ECR date
12. Advance option
13. Restore factory set.

1) power saving
   Sleeping time (20-255S), if select 0 second, machine do not standby.
   Mode: Sleep or shut off
2) TAX system select: VAT or TAX system to select
3) Date format: have YYMMDD, DDMMYY or MMDDYY to select.
4) Machine & Ropt. No. : Machine No. will be printed on receipt, help to distinguish which cash register printed.
5) Rounding: have Rounding method and Rounding position to select
6) In store code: have 10 codes to select

7) Key tone: key make tone or not

8) Transaction log: disable or enable

9) Registration control: compulsory subtot key, compulsory tender amt, compulsory table no. ,Disable T.N. close , to select yes or no

10) LCD light: have 5S, 10S, 20S, always on and always off to select.

11) ECR date: clear sales data, clear PLU memory, clear memory billing, clear trans log

12) Advance option: Table function, if no used for restaurant place, pls off this function. Decimal point of AMT/ QTY have 2 decimal or no decimal to select.

13) Restore factory set: after enter password can restore factory set.

Registration Operations

1. Clerk or supervisor login and logout

Any registering operation is associated to clerk or supervisor.
Login procedure: the machine show" clerk/supervisor ID",input clerk ID or supervisor password,   then press <enter>. Supervisor default password is <888888>, pls update default password timely.
Logout procedure: Click <ESC> key directly.

2. View current time

In idle state, directly press key

3. PLU items sales

1) Single PLU item sales
   Input PLU code   press <PLU/$>. When have barcode scanner, directly scanning the barcode, PLU code automatic input.
Input PLU code also can by fuzzy search, press <. / > key, show "part of PLU name",
Input items initial or the first few letters, then press < Enter> key, screen show matched items, move the cursor to the items, press <Enter> key.

2) PLU item repeat sales
   Directly press <PLU/$> key.
   When have VIP automatic discount, this function is invalid.

3) Change price sales
   Input unit price→press <Shift>→press <PLU/$>→input PLU code→press<PLU/$>

4) Multiplication sales

Input quantity→press <X○/%> key→PLU items sales

5) Discount sales

Only after subtotal can use discount

PLU item sales→press <subtotal> key→ input discount rate→press <shift>key→ press<X○/%>key. For example, 20 percent discount, input 0.8 discount rate.

6) reduce the price (-) or additional charge(+)

Used only after subtotal

PLU item sales→press <subtotal> key→ input reduce price or additional charge→ press<F1> key→select<->or<+>→Press <enter> key

4. Check out

……<subtotal>→input payment amount→press <Enter>key

If payment amount equal to sales amount, no need to input payment amount, can directly press <Enter> key.

If not paid in cash, input payment amount, press <F1> key to select payment method. After press the <Enter> key, screen will show the change amount.

5. Error correct and clear

1) Error correct: In sales process, cancel current input items, also named direct cancel.

PLU item sales→<F1>　<Error Correct>

Indirect error correct: in sales progress, use up or down cursor, find the correct items, direct press<F1> key.

2) Clear: clear input error number or alarm caused by misoperation.

6. Returned Merchandise

Press <F1>　RM　normal sales order　Press <Enter>key

Please do not input payment amount when checkout.

The Return Merchandise record list can be done by X mode　R.M.detail report.

This machine has the ability to record 200 records, when it reaches to 195 records, a warning message E220 will happen. In this case, clear the records, just by Z mode　R.M. detail.

7. Transaction void

Transaction void means cancel all the executed registrations and closing the receipt with the total amount to zero.
PLU item sales→<F1> <Transaction Void>

8. Received on amount

Input the amount→<F1>→<R/A3>→<Enter>

9. VIP function

VIP member create : Main Menu→C VIP→VIP→ create
VIP member login: input VIP code→press <VIP>key→Press< Enter> key, then screen show VIP registered. Input VIP code also can by scanner.

Reports

This machine have "X Reports" and "Z Reports clear" two type reports.
X Reports, after printed reports, sales date still remains.
Z reports, after printed reports, sales date is cleared.

About reports, have daily full report, PTD full report, VAT report, PLU report, department report, clerk report, hourly report, used table no report, 6. Returned Merchandise detail report, trans. Log report.

Parking charge system

New firmware HandyXX-TB-XXX support car parking system.
After factory reset, Handy works as normal handheld ECR.
After program a system option (TS17.H), Handy will become car parking
device.

A. Function listed:

1) Settings for time limitation, charge amount and limitations
2) Register card no for start parking
3) Recall parked car by car no
4) Recall parked car by auto table no
5) Media by Cash or Credit or Charge
6) X/Z report for daily transaction
7) X/Z report for hourly transaction
8) X/Z report for clerk operation
9) X report for electronic journal
10) X report for list parked cars, list the parked cars which over the specified days

B. Change from normal ECR to car parking function

R mode-input super password-991722222221-[SHIFT]
You can see on the 1st line of screen:
 OK!   TS17: 00000001
 Handy will show park system menu. (New menu)

C. Parameter settings

Parked duration: the time start from parked to now.
1) Minutes of free (TA): the free minutes
2) Minutes of charge (TB): the max. minutes of min charge amount (MA)
3) Hours of interval(TC): the interval charge hours if over TB
4) Amount of min. charge(MA): the Min. charge amount
5) Amount of interval(MB): the charge amount for each interval hour
6) Amount of one day(MC): the Max. charge amount for one day if parked duration over one day
7) Max. No. of parking: total parking positions. Default 100, Max. 1024

D**. Charge calculation method**

That suppose park duration seconds is TP
    1. If TP<1day:
        If TP<=TA: charge =free
      If TP>TA and TP<= TB: charge=MA
        If TP>TB: charge=MA+ intervals hours*MB, if charge>MC, then charge=MC
     2. If TP>1 day
   Charge=parked days*MC+ remain hours*TC

E. Operation

1) Register to parking
   [PLU], Handy show "Register car no.", input car no, then [Enter]
A receipt will auto issued: an auto table no (park no) such as <0012> is printed on the
   receipt. This no. can used for recall the bill.
2) Recall by table no
   (Input park no)—[PLU]
   Handy will show car no at 1st line, duration as 2nd line, and charge amount at screen
3) Recall by car no
   [.] Handy will show "Search by car no.", input part of car no, then [Enter]
   Handy will show car no at 1st line, duration as 2nd line, and charge amount at
screen4) Close again
   After recalled a bill, [F1]-close again
   The park is continue
5) Transaction void
   After recalled a bill, [F1]-transaction void
   The park is reset.
6) Media by Credit/charge
   After recalled a bill, [F1]-CREDIT/CHARGE
   The park is finalized by credit or charge
7) Media by Cash
   After recalled a bill, [CASH]
   The park is finalized.

F. Reports

X report only list the reports, Z report list and clear the reports

1) Daily/PTD full report

   It will list: charge amount and times, park void times and amount, Cash, Credit and charge media times and amount.

2) Clerk report

   Daily/PTD clerk reports: will list charge amount and times for each clerk.

3) Hourly report

   Daily/PTD hourly reports: will list charge amount and times for each hours

4) List of parked cars

   Handy will ask the park days, this report will list all the parked cars which park duration over the specified days.

5) Trans. Log report:

   By date: this report will list specified date period transaction

   By receipt no: this report will list specified receipt transaction