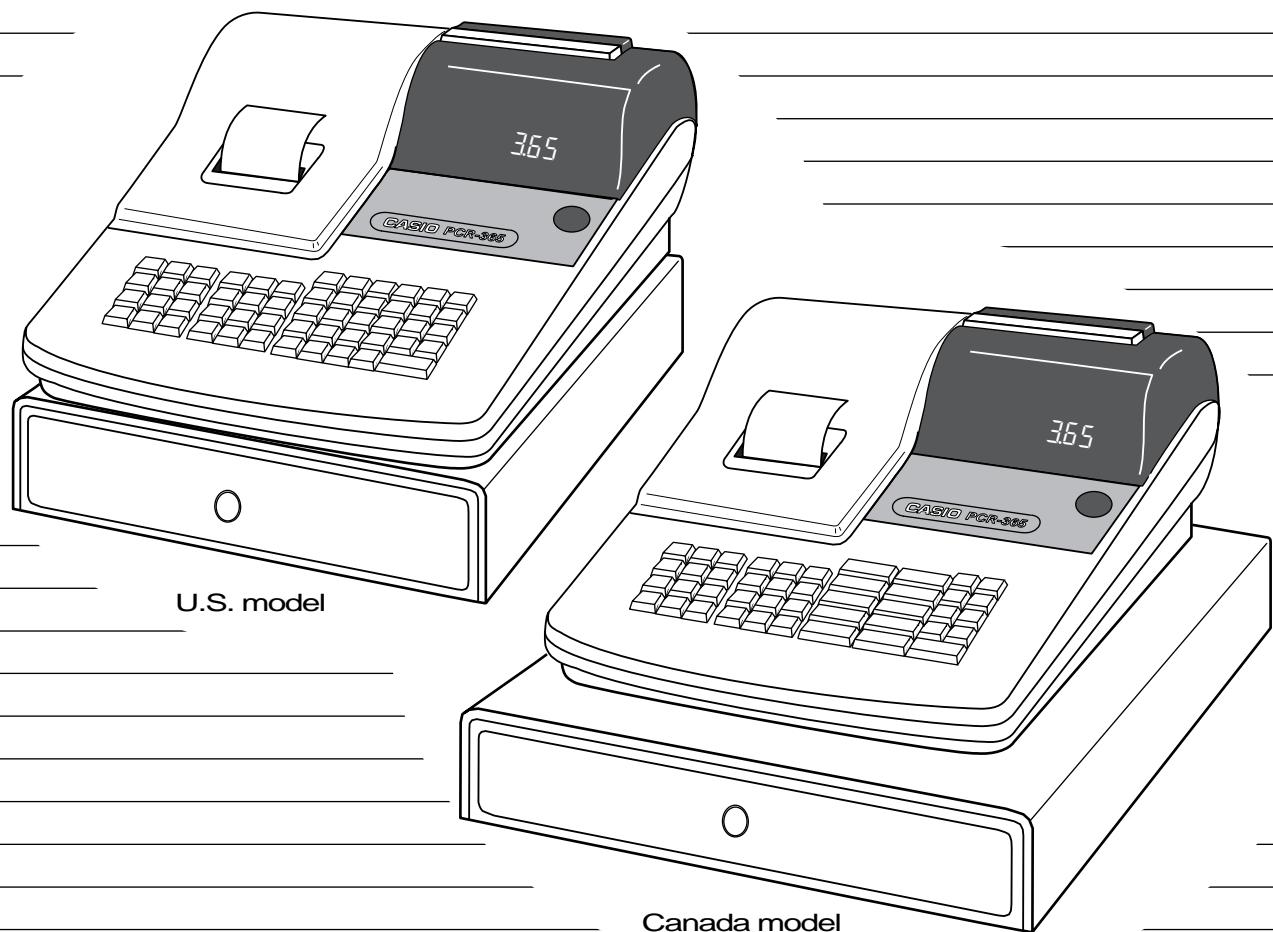


ELECTRONIC CASH REGISTER

PCR-365

OPERATOR'S INSTRUCTION MANUAL



CI CANADA

CASIO®

Contents

| | |
|---|-----------|
| Introduction | 2 |
| Unpacking the register | 6 |
| Getting Started | 8 |
| Remove the cash register from its box | 8 |
| Remove the tape holding parts of the cash register in place | 8 |
| Install the three memory backup batteries | 8 |
| Plug the cash register into a wall outlet | 10 |
| Insert the mode key marked "PGM" into mode switch | 10 |
| Turn the mode key to the "REG" position | 10 |
| Install receipt/journal paper | 10 |
| To load 1-ply paper for printing of receipts..... | 11 |
| To load 1-ply paper for printing of journal | 12 |
| To load 2-ply paper for printing of receipts..... | 13 |
| Set the date | 14 |
| Set the time | 14 |
| Select printouts receipt or journal | 14 |
| Programming automatic tax calculation..... | 15 |
| Programming the U.S. Tax Table procedure | 15 |
| Programming Canadian Tax table procedure | 20 |
| Setting the store telephone number | 21 |
| Introducing PCR-365 | 22 |
| General guide | 22 |
| Mode key, Mode switch | 23 |
| Drawer | 23 |
| Displays | 25 |
| Keyboard | 26 |
| Basic Operation and Setups | 28 |
| How to read the printouts | 28 |
| How to Use Your Cash Register | 29 |
| Displaying the time and date | 30 |
| Preparing coins for change | 30 |
| Preparing and using department keys | 31 |
| Registering department keys | 31 |
| Programming department keys | 33 |
| Registering department keys by programming data | 35 |
| Preparing and using PLUs | 36 |
| Programming PLUs | 36 |
| Registering PLUs | 38 |
| Preparing and using discounts | 40 |
| Programming discounts | 40 |
| Registering discounts | 41 |
| Preparing and using reductions | 42 |
| Programming or reductions | 42 |
| Registering reductions | 43 |
| Calculating the merchandise subtotal | 44 |
| Shifting the taxable status of an item | 45 |

| | |
|--|-----------|
| Registering charge and check payments | 46 |
| Registering returned goods in the REG mode | 47 |
| Registering returned goods in the RF mode | 48 |
| Registering money received on account | 49 |
| Registering money paid out | 49 |
| Making corrections in a registration | 50 |
| No sale registration | 52 |
| Printing the Daily sales RESET report | 53 |
| Convenient Operations and Setups | 54 |
| About the clerk control function | 54 |
| About post-finalization receipt | 55 |
| Programming general printing control | 56 |
| Programming compulsory and clerk function | 57 |
| Programming READ/RESET report printing control | 58 |
| Setting a store/machine number | 58 |
| Setting/editing the store telephone number | 59 |
| High digit limitation for departments | 59 |
| Single-Item-Sales for departments and PLUs | 60 |
| Registering Sub-departments | 61 |
| Registering discounts and premiums | 65 |
| Registering manually entered tax amounts | 67 |
| Other programmable options | 68 |
| Calculator functions | 69 |
| Printing READ/RESET reports | 71 |
| Printing the cash register's program | 76 |
| Troubleshooting | 78 |
| When an error occurs | 78 |
| When the register does not operate at all | 79 |
| In case of power failure | 80 |
| When the L sign appears on the display | 80 |
| User Maintenance and Options | 81 |
| To replace the ink ribbon | 81 |
| To replace journal paper | 82 |
| To replace receipt paper | 83 |
| Specification | 84 |
| Index | 85 |

This is a “Table of Contents preview” for quality assurance

The full manual can be found at <http://the-checkout-tech.com/estore/catalog/>

We also offer free downloads, a free keyboard layout designer, cable diagrams, free help and support.

<http://the-checkout-tech.com> : the biggest supplier of cash register and scale manuals on the net