

ELECTRONIC CASH REGISTER

TE-900

THANK YOU
YOUR RECEIPT
CALL AGAIN !

GROCERY

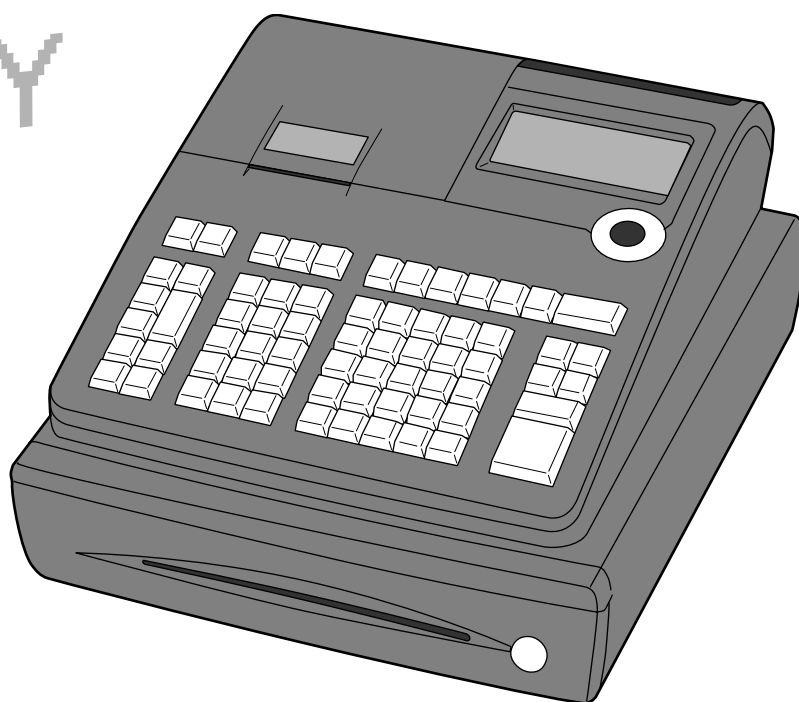
DAIRY

H. B. A.

FROZEN

FOOD

DELICATESSEN



USER'S MANUAL

Introduction & Contents

Introduction & Contents	2
Getting Started	10
1. Load the memory protection batteries and Paper rolls	10
2. Install receipt / journal paper.	11
3. Plug the cash register into a wall outlet.	13
4. Insert the mode key marked "PGM" into the mode switch.	13
5. Turn the mode switch to the "PGM" position.	13
6. Set the date.	13
7. Set the time.	13
8. Tax table programming	14
9. Select printouts and watermark on receipt.	16
10. Department unit price programming	17
11. PLU unit price programming	17
12. Discount rate programming	17
13. Issuing daily reset report	17
14. Advanced operations and Setups	18
15. Issuing reports	18
16. Troubleshooting	18
Introducing the Register	20
General guide	20
Roll paper	20
Mode key	20
Drawer	21
Drawer lock / Drawer key	21
Mode switch	21
How to set the Pop-up display	21
Magnetic plate	21
Display	22
Display panel	22
Main display	22
Customer display	22
Keyboard	24
Basic Operations and Setups	26
How to read the printouts	26
How to use your cash register	27
Before business hours	28
Checking the time and date	28
To display and clear the date/time	28
Preparing coins for change	28
Preparing and using department keys	29
Registering department keys	29
Programming department keys	31
To program a unit price for each department	31
To program the tax calculation status for each department	31
To program high amount limit for each department	31
Registering department keys by programming data	32
Preset price	32
Preset tax status	32
Locking out high amount limitation	32
Preparing and using PLUs	33
Programming PLUs	33
To program a unit price for each PLU	33
To program tax calculation status for each PLU	33
Registering PLUs	34

Preparing and using discounts	36
Programming discounts	36
Registering discounts	36
Discount for items and subtotals	36
Preparing and using reductions	37
Programming for reductions	37
To program preset reduction amount	37
Registering reductions	37
Reduction for items and subtotal	37
Registering credit and check payments	38
Check	38
Charge	38
Credit	38
Mixed tender (cash and check)	38
Shifting the taxable status of an item	39
Calculation merchandise subtotal	39
Registering returned goods in the REG mode	40
Registering returned goods in the RF mode	40
Registering money received on account	41
Registering money paid out	41
No sale registration	41
Making corrections in a registration	42
To correct an item you input but not yet registered	42
To correct an item you input and registered	43
To cancel all items in a transaction	44
Printing the daily sales reset report	45
Advanced Operations	46
Using clerk functions	46
Enable clerk feature	46
Assigning a clerk	46
Clerk number key	46
Single item cash sales	47
Currency exchange function	48
Registering foreign currency	48
Full amount tender in foreign currency	48
Partial tender in a foreign currency	49
Premium	50
Programming department / PLU descriptors and preset messages in the list	52
How to choose and set the department / PLU descriptors in the list	52
How to choose and set the preset receipt message and graphic logo in the list	52
Preset message and graphic print sample	52
Character manual input	53
Entering characters	53
Using character keyboard	53
Entering characters by multi tapping	54
Programming descriptors and messages by entering characters	55
Programming PLU descriptor	55
Programming department / function key descriptor	56
Function key	56
Department key	56
Programming message	57
Receipt message	57
Programming Clerk name	57
Clerk name	57
Programming other descriptors	58
Report descriptor	58

Introduction & Contents

Grand total, special character	59
Report title	59
Machine feature program	60
General control program	60
Programming procedure	60
Program data (by address code)	60
Address code 02 (machine number)	60
Address code 03 (consecutive number)	60
Address code 04 (tax system)	60
Address code 05 (print control for receipt)	61
Address code 06 (calculation & operation control)	61
Address code 08 (print control for fixed total report)	62
Address code 10 (print control for taxable amount)	62
Address code 14 (currency exchange control)	63
Address code 15 (print control for reports)	63
Address code 16 (print control for grand total)	64
Address code 17 (print control)	64
Address code 19 (receipt control)	64
Address code 21 (message control)	64
Address code 27 (clerk control)	65
Address code 30 (thermal printer control)	65
Address code 34 (backlight control)	65
Key function program	66
Department key/PLU program (Batch feature programming)	66
Programming procedure	66
Program data	66
Department key/PLU program (Individual feature programming)	67
Programming procedure	67
Program data (by address code)	68
Transaction key program	69
Programming procedure	69
Program data	69
Clerk program	72
Clerk number, check number programming	72
Clerk other programming	73
Printing read/reset reports	74
To print the individual department, PLU read report	74
To print daily read reports (except electronic journal)	75
To print electronic journal read report	75
To print daily reset reports	76
Read / reset report sample	77
To print the periodic 1/2 sales read/reset reports	80
Reading the cash register's program	82
To print unit price/rate program (except PLU)	82
To print key descriptor, name, message program (except PLU)	82
To print the machine program (except PLU)	83
To print the PLU unit price	84
To print the PLU descriptor	84
To print the PLU program	84

Troubleshooting	86
When an error occurs	86
When the * sign appears on the display	87
When the register does not operate at all	88
Clearing a machine lock up	88
In case of power failure	89
When the L sign appears on the display	89
User Maintenance and Options	90
To replace journal paper	90
To replace receipt paper	91
Options	91
Specifications	92
Index	93

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

The full manual can be purchased from our store:

[https://the-checkout-tech.com/manuals/casio/TE-900 operation and programming manual](https://the-checkout-tech.com/manuals/casio/TE-900%20operation%20and%20programming%20manual.pdf)

And our free Online Keysheet maker:

<https://the-checkout-tech.com/Cash-Register-Keysheet-Creator/>

[HTTPS://THE-CHECKOUT-TECH.COM](https://the-checkout-tech.com)