

ECR 2300 euro

INSTRUCTIONS
INSTRUCTIONS D'EMPLOI
BEDIENUNGSANLEITUNG
INSTRUCCIONES DE USO

Olivetti Lexikon, S.p.A.
Documentazione
77, Via Jervis - 10015 Ivrea (Italy)

Copyright © 1998, by Olivetti

All rights reserved



The CE mark affixed to the product certifies that the product satisfies the basic quality requirements.



Your attention is drawn to the following actions that could compromise the characteristics of the product:

- incorrect electrical supply;
 - incorrect installation; incorrect or improper use, or, in any case, not in accordance with the warnings given in the User Manual supplied with the product;
 - replacement of original components or accessories with others of a type not approved by the manufacturer, or carried out by unauthorized personnel.
-

WARNING: THIS EQUIPMENT MUST BE EARTCHED.

ATTENTION: CETTE UNITE DOIT ETRE CONNECTEE A LA TERRE.

ACHTUNG: DIESES GERÄT MUSS EINEN ERDUNGSANSCHLUSS HABEN.

ATENCION: ESTE EQUIPO DEBE ESTAR CONECTADO A UNA TOMA DI TIERRA.

APPARATET MÅ KUN TILKOPLES JORDET STIKKONTACT.

APPARATEN SKALL ANSLUTAS TILL JORDAT NÄTUKKAT.

LAITE ON LITETTÄVÄ SUKO-RASIAAN.

Lederen med grøn/gul isolasjon må kun tilsluttes en klemme maerkrt eller



To disconnect the cash register from the line voltage, unplug its power cord from the power outlet. The power outlet must be located on a wall, near the cash register and easily accessible.

Preface

The electronic cash register described in this manual is designed to help your business function smoothly by providing efficient register operations and accurate management reports. Startup is quick and easy, yet there are many options that can be added and revised so that you can customize your operations for optimum productivity. Here are just a few of the cash register's many valuable features:

- 40 departments and 500 Price Look-Up (PLU) settings;
- 15 clerk numbers to monitor the sales of individual employees;
- possibility of assigning a three-digit security code to prevent unauthorized access to individual clerk transactions (during register mode only);
- possibility of defining manager passwords to prevent unauthorized access to the machine's programming mode (PRG), Z mode and X mode;
- printer with journal record and receipt printing capabilities;
- possibility of reserving two departments for registering credit sales paid with two different types of credit cards;
- Euro exchange rate programming;
- possibility of programming the machine to work with one of two base currencies, Local or Euro, so that cash register computes in the currency set and automatically converts the related transaction totals into the other currency;
- rear customer display and front operator display each consisting of a 10-character transaction and message line;
- automatic tax computations for 4 different VAT rates;
- department-linked entry options that streamline and speed-up operation;
- periodic management and financial reports which provide up-to-date sales analysis;
- battery back-up protection for the records and programming data stored in memory;
- automatic time display after a period of system inactivity;
- automatic time and date printing on receipt and journal records.

NOTA: Your cash register may generate receipts with the Euro values indicated with the symbol € or with AT.

Table of Contents

GETTING ACQUAINTED WITH YOUR CASH REGISTER	1
Standard Accessories	2
Using this Manual	2
Unpacking and Setting Up the Cash Register	3
Maintaining the Cash Register	3
THE KEYPAD	4
Keypad Functions	5
THE CONTROL SYSTEM	6
The Control Lock	6
Cash Drawer with Removable Cash Bin	7
Deposit Drawer	7
Operator and Customer Displays	7
Time Display	7
Special Symbol Indicators	7
Positioning the Customer Display	8
ERROR CONDITIONS	8
The Error Alarm	8
Clearing an Error	8
General Clearance	8
Voiding Errors	9
BACK-UP BATTERY SYSTEM	9
Inserting/Replacing Batteries	9

PRINTER COMPARTMENT	10
The Inked Ribbon	10
Installing the Inked Ribbon	11
Re-inking the Thank You Stamp	12
Paper Tape	12
Loading Single-Ply and Dual-Ply Paper	12
QUICK START	14
Helpful Hints for a Successful Start-Up	14
TRAINING MODE	15
Activating the Training Mode	15
Exiting the Training Mode	15
CASH REGISTER PROGRAMMING	15
Setting Cash Register Features	16
Making Changes to Cash Register Programming	16
Entering the Program Mode	16
Exiting the Program Mode	16
Clearing Errors	16
Clerk Numbers and Secret Codes	17
Machine Numbers	18
Date and Time	18
Percent Discount (-%)	19
Percent Plus Rate (+%)	19
Fraction Rounding	20
Decimal Point Position	20
Value Added Tax (VAT) Rates	21

High Digit Lock Out (HDLO) and Tax Status		
Assigned to the Minus Key (-)	21	
Tax Status, High Digit Lock Out, Pos./Neg.		
Single/Multiple Item Sale and Price Linked to a Defined Department	22	
Price Look-Ups (PLUs)	23	
Euro Exchange Rate Programming	23	
Department Programming for Credit 1, Credit 2		
Tenders	24	
Programming System Options	24	
PLU Programming Dump Report	26	
Overall Programming Dump Report	27	
Programming Manager Passwords	28	
Using the Cash Register in a Password Protected Mode	28	
TRANSACTION EXAMPLES	29	
Entering the Register Mode	29	
Exiting the Register Mode	29	
Clearing Errors	29	
Transaction Symbols	29	
Sample Receipt	30	
Standard Transactions in Local Base Currency	30	
Examples of Transactions in Euro Base Currency	40	
Minus (-) Key Transactions	45	
Percent Discount (-%) Transactions	46	
Percent Plus (+%) Transactions	51	
PLU Codes	55	
Voids and Refunds	57	
Other Transactions	60	
MANAGEMENT REPORTS	64	
X and Z Reports	65	
Cash-In-Drawer Report	65	
Hourly Report	65	
Clerk Report	67	
All PLU Report	68	
PLU Range Report	69	
Department Range Report	70	
Cash Declaration	70	
PLU Periodic Term Report	71	
Z1 and X1 Financial Report	72	
Z2 and X2 Financial Report	73	
Duplicate Z Report	74	
Balancing Formulas	74	
APPENDIX	74	
Totalizers and Counters Table	74	
Cash Register Specifications and Safety	75	

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/olivetti/ECR-2300 instruction programming manu>

And our free Online Keysheet maker:

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

<HTTPS://THE-CHECKOUT-TECH.COM>