

Cash Register

---

# 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 EARTHED.  
ATTENTION: CETTE UNITÉ DOIT ÊTRE CONNECTÉE A LA TERRE.  
ACHTUNG: DIESES GERÄT MUSS EINEN ERDUNGSANSCHLUSS HABEN.  
ATENCIÓN: ESTE EQUIPO DEBE ESTAR CONECTADO A UNA TOMA DE TIERRA.  
APPARATET MÅ KUN TILKOPLES JORDET STIKKONTAKT.  
APPARATEN SKALL ANSLUTAS TILL JORDAT NÅTUKKAT.  
LAITE ON LITETTÄVÄ SUKO-RASIAAN.  
Lederen med grøn/gul isolation må kun tilsluttes en klemme mærkt 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

<b>REGISTER</b> .....	<b>1</b>
Standard Accessories .....	2
Using this Manual .....	2
Unpacking and Setting Up the Cash Register .....	3
Maintaining the Cash Register .....	3

## THE KEYPAD .....

Keypad Functions .....	5
------------------------	---

## THE CONTROL SYSTEM .....

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 .....

The Error Alarm .....	8
Clearing an Error .....	8
General Clearance .....	8
Voiding Errors .....	9

## BACK-UP BATTERY SYSTEM .....

Inserting/Replacing Batteries .....	9
-------------------------------------	---

## PRINTER COMPARTMENT .....

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 .....

Helpful Hints for a Successful Start-Up .....	14
---	----

## TRAINING MODE .....

Activating the Training Mode .....	15
Exiting the Training Mode .....	15

## CASH REGISTER PROGRAMMING .....

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

[Click here to download the full manual at THE-CHECKOUT-TECH.COM](http://THE-CHECKOUT-TECH.COM)