

OPTiMAS

***Electronic
Cash Register***

***OP-680
MANUAL***

INDEX

Overview of Steps Required to Use This Cash Register	5
1. Getting to Know the Cash Register	6
1.1 General Specifications	6
1.2 Precautions	6
1.3 Part Names and Functions	6
1.4 Control Lock and Functions	8
1.5 Kitchen Printer General Specifications	8
1.5.1 Description	8
1.5.2 Installing the Paper Rolls	8
1.5.3 To code instructions	8
1.5.4 Link kitchen printer method	9
2. Setting up	10
2.1 System Reset (Ram Clear)	10
2.2 Half System Reset (Half Reset)	10
2.3 Installing the Paper Rolls	11
2.4 Installing the Batteries	11
3. Programming Layout (Turn the Control Lock to 'P' Position)	12
3.1 Basic Data Programming	13
3.1.1 Programming the Date	13
3.1.2 Programming the Time	14
3.1.3 Programming the Transaction Number	14
3.1.4 Programming the Machine Number	14
3.1.5 Programming the X 1 Report Number	14
3.1.6 Programming the X 2 Report Number	15
3.1.7 Programming the Z 1 Report Number	15
3.1.8 Programming the Z 2 Report Number	15
3.2 Department Programming	15
3.2.1 Programming a Department Name	15
3.2.2 Programming a Department Unit Price	16
3.2.3 Programming Department Flags	16
3.2.4 Programming a Department Group	17
3.2.5 Programming a HALO	17
3.3 PLU Programming	18
3.3.1 Programming a PLU Barcode	18
3.3.2 Programming a PLU Name	18
3.3.3 Programming a PLU Unit Price	19
3.3.4 Programming a PLU Linked Department	19
3.3.5 Barcode Learning	19
3.3.6 Searching the Barcode of a PLU	19
3.4 Tax Programming	20
3.4.1 Programming a Tax Type	20

3.4.2 Programming a Tax Rate	20
3.4.3 Programming a Tax-Free Amount.....	20
3.5 Programming the [-] Key, the [+%) Key, and the [-%) Key.....	21
3.5.1 Programming the [+%) Key Rate	21
3.5.2 Programming the [+%) Key Flags.....	21
3.5.3 Programming the [-%) Key Rate	21
3.5.4 Programming the [-%) Key Flags.....	21
3.5.5 Programming the [-] Key.....	22
3.6.6 Programming the [-] Key Flags.....	22
3.5.7 Programming the [-] Key Limit	22
3.6 System Flag Programming (Configuration Options).....	23
3.7 Function Key Programming.....	30
3.7.1 Basic Key Operation Sequence.....	30
3.7.2 Function Code Table	31
3.8 Changing Transaction Name	32
3.8.1 Changing Transaction Words.....	32
3.8.2 Print Transaction Words Table	32
3.9 LOGO Message Programming	33
3.9.1 Programming the Number of Lines for Logo Message.....	33
3.9.2 Programming Logo Message Content.....	33
3.10 Commercial Message Programming	34
3.10.1 Programming the Number of Lines for Commercial Message.....	34
3.10.2 Programming Commercial Message Content.....	34
3.11 Foreign Currency Programming	34
3.11.1 Programming Foreign Currency Rate	35
3.11.2 Programming Foreign Currency Name	35
3.12 Clerk Programming.....	35
3.13 Password Programming	36
3.13.1 Programming the X Report Password	36
3.13.2 Programming the Z Report Password	36
3.13.3 Programming the Training Password.....	36
3.13.4 Programming the Manager Password	37
3.14 Kitchen Printer Programming	37
3.14.1 Programming Kitchen Printer Flags.....	37
3.14.2 Programming Print Count	38
3.14.3 Programming Feed Line Number	38
3.15 Guest Programming.....	39
3.16 Check and Print Programming Data.....	39
3.17 Character Input Method.....	39
3.17.1 Input Method	39
3.17.2 Character Input - Double Width	40
3.17.3 Switch Cursor Position.....	40
3.18 Using Special Function Keys	41
3.18.1 How to Use the [→] Key and the [←] Key during Setting Flag	41

3.18.2	How to Use the [→] Key and the [←] Key during Inputting the Symbol	41
3.18.3	Using the [↑] Key and the [↓] Key	42
3.18.4	Using [ESC] Key	42
3.18.5	Using [PGUP] and [PGDN] Key.....	42
3.18.6	Using [BKSP] Key	42
3.18.7	Using [DEL] Key.....	43
4.	Cash Register Operation (“R” mode)	43
4.1	Basic Operation	46
4.1.1	Single-item Cash Sale	46
4.1.2	Multiple-item Entries	46
4.1.3	Quantity Sales.....	47
4.1.4	Duplicate Entries.....	47
4.1.5	Barcode Entries	47
4.1.6	Check, Credit and Charge Sales	48
4.1.7	Split Payment	49
4.1.8	Change Calculation.....	49
4.1.9	Subtract with the [-] Key.....	50
4.1.10	Using the Discount [-%] Key and Surcharge [%] Key.....	51
4.1.11	Void	52
4.1.12	Error Correction Operation	53
4.1.13	Cancel.....	53
4.1.14	Return Product.....	53
4.1.15	Received on Account and Paid Out.....	54
4.1.16	Opening Drawer Manually	54
4.1.17	Using [CLEAR] Key.....	54
4.1.18	Receipt ON/OFF	55
4.1.19	Printing a Duplicate Receipt	55
4.1.20	Changing the Unit Price at the “R” Position	56
4.1.21	PLU Price Check at the “R” Position.....	56
4.1.22	Item Tickets Function	57
5.	Other Operations	57
5.1	Time or Date Display.....	57
5.2	Clerk Login and Change Clerk during a Transaction	57
5.3	Clerk Log Out.....	58
5.4	Plu Shift.....	58
5.5	Using [DPT#] Key	58
5.6	Calculator Mode.....	58
5.7	Training Mode	59
5.8	Foreign Currency	60
5.9	\$100 Sale.....	61
6.	PBAL NBAL Operation (“R”mode).....	61
6.1	PBAL and NBAL Operation.....	61

6.2 Additional Operation.....	62
6.3 CKPD Operation	62
6.4 Change Guest Operation.....	63
6.5 GLNK Operation	63
6.6 Cancel GLNK Operation	64
6.7 Read Guest Sales Amount Operation.....	64
7. Using Kitchen Printer.....	65
7.1 Using Kitchen Printer	65
8. Read and Reset Reports	66
8.1 Read Report (“X” position).....	66
8.1.1 Printing Daily Reports	66
8.1.2 Printing Periodical Reports	66
8.1.3 Search the Particular Report (Display-only)	67
8.1.4 Serial Report Print.....	67
8.1.5 Journal List.....	67
8.2 Reset Report (“Z” position)	68
8.2.1 Reset Periodical Full Sales Report	68
8.2.2 Using USB Memory for Uploading and Downloading Data	69
APPENDIX	72
Appendix 1: PC communication mode	72
Appendix 2: Error codes and Messages.....	72
Appendix 3: Sample reports	73

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/Optimas/OP-680> operating and programming ma

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)