

SHARP®

ELECTRONIC CASH REGISTER

MODEL
ER-A440

INSTRUCTION MANUAL



CONTENTS

INTRODUCTION	1
IMPORTANT	1
PRECAUTION	1
CONTENTS	2
EXTERNAL VIEW	6
Front view	6
Rear view	6
PRINTER	7
KEYBOARD	8
1 Standard keyboard layout	8
2 Standard key number layout	9
KEYS AND SWITCHES	10
1 Mode switch and mode keys	10
2 Drawer lock key	10
DISPLAYS	11
Machine state symbols	11

FOR THE MANAGER

PRIOR TO PROGRAMMING	12
1 General instructions	12
2 How to program alphanumeric characters	12
Using character keys on the keyboard	12
Entering character codes	13
PROGRAMMING	15
Preparations for Programming	15
Direct Programming	15
1 Setting the date and time	15
Date	15
Time	16
2 Programming for departments	16
Unit price	16
Functional selection	17
3 Price lookup (PLU) programming	19
Unit price	19
Functional selection	19
PLU assignment to departments	21
4 Programming for discount keys	22
Deduction amount (⊖)	22
High amount lockout (HALO) and +/- sign (⊖)	23
5 Programming for percent keys	24
Percent rate (%)	24
Sign (+/-) (%)	24
6 Programming for exchange keys	25
Currency exchange rate (EX)	25
7 Programming for the CA2, RA, PO, CH and CR keys	25
High amount lockout (HALO) (CA2, RA, PO, CH, and CR)	25
8 Programming the tax rate	26
Tax rate	26

Job-Code-Based Programming	27
1 Setting the date and time.....	27
Setting the date (#2610).....	27
Setting the time (#2611).....	27
2 Setting the register and consecutive numbers	28
Setting the register number (#2612).....	28
Setting the consecutive number (#2613).....	28
3 Programming the tax rate.....	29
The tax rate (#2711).....	29
4 Programming for departments.....	30
Functional programming (#2110).....	30
Tax status (#2111).....	31
A limit amount (HALO) of entry (#2112).....	32
Alphanumeric characters (#2114).....	33
Unit price (#1110).....	33
Commission group assignment (#2115).....	34
Group number (#2116).....	34
Department key positioning (#2119).....	35
5 Price lookup (PLU) programming.....	36
Department assignment (#1200, 2230).....	37
Unit prices (#1210).....	38
Base quantity (#1211).....	38
PLU/subdepartment mode (#2210, 2231).....	39
Sign (+/-) and tax status (#2211, 2232).....	40
Alphanumeric characters (#2214).....	41
Assigning of PLUs to commission groups (#2215, 2235).....	42
Link PLU (#2220).....	43
Direct PLU key positioning (#2219).....	43
6 Programming for miscellaneous keys.....	44
Programming the rate (<input type="checkbox"/> , <input type="checkbox"/> EX, commission) and the deduction (<input type="checkbox"/>) (#1310).....	44
A limit amount (HALO) of entry (<input type="checkbox"/> , <input type="checkbox"/> RA, <input type="checkbox"/> PO) (#2312).....	45
+/- sign (<input type="checkbox"/> , <input type="checkbox"/>) (#2311).....	46
Item % or subtotal % selection (<input type="checkbox"/>) (#2315).....	47
Percent rate limitation (<input type="checkbox"/>) (#2313).....	47
Item <input type="checkbox"/> or subtotal <input type="checkbox"/> selection (<input type="checkbox"/>) (#2316).....	48
7 Programming for the <input type="checkbox"/> TL, <input type="checkbox"/> CA2, <input type="checkbox"/> CH1 through <input type="checkbox"/> CH4, and <input type="checkbox"/> CR1 through <input type="checkbox"/> CR4 keys.....	49
Functional programming (#2320).....	49
High amount lockout (HALO) for cheque change, cheque cashing, and cash in drawer (#2321).....	50
High amount lockout (HALO) of entry for media keys (#2322).....	50
8 Programming of function text.....	51
Programming (#2314).....	51
List of function texts.....	52
9 Cashier and clerk programming	53
Cashier code (#1500).....	53
Cashier name (#1514).....	54
Functional programming for cashiers (#2510).....	54
Clerk code (#1400).....	55
Clerk name (#1414).....	55
10 Programming various functions.....	56
Programming for optional feature selection (#2616).....	56
Programming the limit on the number of times of validation printing and feed line after printing of a difference subtotal (#2615).....	59
Programming alarm length of time with drawer opening (#2617).....	59
Programming of print messages (#2614).....	60
Selection of X1/Z1 and X2/Z2 reports to be printed in the stacked report sequence (#2620).....	61
Setting the time range for hourly reports (#2619).....	62

RS-232C channel assignment (#2690)	62
Secret codes to control access to the PGM1 mode, X1/Z1 mode and X2/Z2 mode (#2630, 2631, 2632)	63
Currency description text programming (#2334)	63
Assigning the drawer number to the drawer for foreign currency (#2680)	64
Setting the AUTO key - Automatic sequencing key - (#2900)	65
11 Reading stored programs	66
Program details and procedures for their reading	66
Sample printouts	67
12 Training mode	72
READING (X) AND RESETTING (Z) OF SALES TOTALS	73
1 Summary of reading (X) and resetting (Z) reports and the key operations to obtain the reports	73
2 Automatic modification of register system for introduction of EURO	75
3 Daily sales totals	76
Full reading and resetting of sales totals	76
Cashier reading and resetting	79
Clerk reading and resetting	80
Reading and resetting of hourly sales information	81
Full department reading	82
Individual group reading	83
Full group reading	83
Reading and resetting of sales information for a range of PLUs/subdepartments	84
Reading of sales information on PLUs/subdepartments associated with an individual department	85
Reading of sales information on PLUs/subdepartments whose sales amounts are zeros	85
Reading of sales information for the price amount range of PLUs/subdepartments	85
Commission sales information	85
Transaction reading	86
Total in drawer reading	86
Reading and resetting of a stacked report	86
4 Periodic consolidation	87
Generality	87
Reading and resetting of daily net totals	88
Reading and resetting of a stacked report	88
COMPULSORY CASH/CHEQUE DECLARATION	89
OVERRIDE ENTRIES	91
CORRECTION AFTER FINALIZING A TRANSACTION (AFTER GENERATING A RECEIPT)	92

FOR THE OPERATOR

PRIOR TO ENTRIES	93
1 Preparations for entries	93
Receipt and journal paper rolls	93
Receipt ON/OFF function	93
Cashier and clerk assignment	93
2 Error warning	94
ENTRIES	95
1 Item entries	95
Single item entries	95
Repeat entries	96
Multiplication entries	96
Successive multiplication entries	97
Split-pricing entries	98
Single item cash sale (SICS)/single item finalize (SIF) entries	99
Link PLU entries	99
2 Displaying subtotals	100
Normal subtotal	100

Difference subtotal (Differ ST)	100
3 Finalization of transaction	101
Cash or cheque tendering	101
Mixed tendering (cheque + cash)	101
Cash or cheque sale that does not need any tender entry	101
Credit sale	102
Mixed-tender sale (cash or cheque tendering + credit tendering)	102
4 Computation of VAT (Value Add Tax)/tax	102
VAT/tax system	102
VAT shift entries	104
5 Auxiliary entries	104
Percent calculations (premium or discount)	104
Deduction entries	105
Refund entries	106
Printing of non-add code numbers	106
6 Payment treatment	106
Currency exchange	106
Received on account entries	107
Paid out entries	107
No sale (exchange)	108
Cashing a cheque	108
7 Automatic sequencing key (AUTO key) entries	108
CORRECTION	109
1 Correction of the last entry (direct void)	109
2 Correction of the next-to-last or earlier entries (indirect void)	109
3 Subtotal void	110
4 Correction of incorrect entries not handled by the direct or indirect void function	110
SPECIAL PRINTING FUNCTIONS	111
1 Copy receipt printing	111
2 Guest check copy	112
3 Validation printing function	112
Validation slip setting and printing	112
Validation printing examples	113
Validation slip specification	115
4 Printing of the employee arrival and departure times	115
OVERLAPPED CASHIER ENTRY	116
OPERATOR MAINTENANCE	117
1 In case of power failure	117
2 In case of printer's motor locking	117
3 Paper roll near-end sensing function (only for the journal paper) <option>	117
4 Installing and removing the paper roll	118
Recording paper specifications	118
Installing the paper roll	118
Removing the paper roll	119
Removing a paper jam	120
5 Installing the ink ribbon cassette	121
6 Removing the till and the drawer	122
7 Opening the drawer by hand	122
8 Installing the fixing angle bracket	123
9 Before calling for service	124
Error code table	124
LIST OF OPTIONS	125
SPECIFICATIONS	126

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*