casio cash register tk-t200 manual

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Book Descriptions:

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Book Descriptions:

casio cash register tk-t200 manual

About the icons In this guide various icons are used to highlight safe operation of this product and to prevent injury to the operator and other personnel and also to prevent damage to property and this product. T he icons and definitions are gi v en belo w. Indicates that there is a risk of se vere injury or death if used incorrectly. Indicates that injury or damage may result if used incor rectly. Icon e xamples T o bring attention to risks and possible damage, the follo wing types of icons are used. The symbol indicates that it includes some symbol for attracting attention including warning. In this triangle the actual type of precautions to be taken electric shock, in this case is indicated. The symbol indicates a prohibited action. In this symbol the actual type of prohibited actions disassembly, in this case will be indicated. The symbol indicates a restriction. In this symbol the type of actual restriction removal of the power plug from an outlet, in this case is indicated. W arning! Handling the register Should the register malfunction, star t to emit smoke or a strange odor, or otherwise behave abnormall y, immediately shut do wn the power and unplug the A C plug from the po wer outlet. Do not place container s of liquids near the register and do not allow an y f oreign matter to get into it. Should water or other f oreign matter get into the register, immediately shut do wn the power and unplug the A C plug from the po wer outlet. Should y ou dr op the register and damage it, immediately shut down the po wer and unplug the A C plug from the po wer outlet. Contact CASIO service representative. Use of an outlet with a different v oltage from the rating creates the danger of malfunction, fire, and electric shoc k. Overloading an electric outlet creates the dang er of o verheating and fire. Make sure the power plug is inserted as far as it will go. Never connect to a power outlet that is loose.http://geose.ru/userfiles/bukh-dv36-workshop-manual.xml

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Use a dry cloth to periodicall y wipe off any dust b uilt up on the prongs of the plug. Humidity can cause poor insulation and create the danger of electric shoc k and fire if dust sta ys on the prongs. Do not allow the po wer cor d or plug to become damaged, and ne ver try to modify them in any wa y. Caution! Do not place the register on an unstable or une ven surface. The abo ve conditions can cause malfunction, which creates the danger of fire. Do not overlay bend the power cord, do not allow it to be caught between desks or other furniture, and never place heavy objects on top of the power cord. Doing so can cause shorting or breaking of the power cord, creating the danger of fire and electric shock. Be sure to grasp the plug when unplug ging the power cor d from the wall outlet. Pulling on the cor d can damage it, break the wiring, or cause short, creating the danger of fire and electric shock. Never touc h the plug while y our hands are wet. Doing so creates the danger of electric shoc k. Pulling on the cord can damage it, break the wiring, or cause short, creating the danger of fire and electric shock. Never touc h the printer head and the platen. Operation of a CASIO cash register is simple enough to be mastered without special training. Everything you need to know is included in this manual, so keep it on hand for reference. Consult your CASIO dealer if you have any questions about points not specifically covered in this manual. The main plug on this equipment must be used to disconnect main pow er. Please ensure that the socket outlet is installed near the equipment and shall be easily accessible. Please keep all inf or mation for future ref erence.Y ou should read this part of the manual e ven if y ou have used a cash r egister before. The follo wing is the basic set up procedure, along with page references where you should look for more details. Remo ve the tape holding par ts of the cash register in

Also remove the small plastic bag taped to the printer cov er. Inside you will find the mode k eys. Install the three memory backup batteries. 2. Remove the battery compartment co ver. Slide the cover and pull it up. 1. Remove the printer cover and open the platen arm. 3. printer cover platen arm battery compartment cover Precaution! Incorrectly using batteries can cause them to burst or leak, possibly damaging the interior of the cash register. K eep batter ies out of the reach of small children. If your child should s wallow a battery, consult a ph ysician immediately. Step 2 Open the platen arm. Step 3 Ensuring the paper is being fed from the bottom of the roll, lower the roll into the space behind the printer. Complete Replace the printer cov er, passing the leading end of the paper through the cutter slot. T ear of f the excess paper. Step 5 Close the platen arm slowly until it locks steadily. Step 4 Put the leading end of the paper ov er the printer. T o install receipt paper Impor tant. T ak e a wa y the head protection sheet from the printer and close the platen arm.Step 2 Open the platen arm. Step 4 Put the leading end of the paper o ver the printer. Step 6 Remove the paper guide of the takeup reel. Step 7 Slide the leading end of the paper into the groove on the spindle of the take up reel and wind it onto the reel two or three turns. Step 8 Replace the paper guide of the takeup reel. Step 9 Place the takeup reel into place behind the printer, abov e the roll paper. Step 10 Press the f key to take up any slack in the paper. During machine installation, press the f key after power on. Complete Replace the printer cov er. Be sure to check the sticker rating plate on the side of the cash register to make sure that its voltage matches that of the power supply in your area. 5. 6. Inser t the mode key marked " PGM " into the mode switc h. T urn the mode key to the " REG " position. The display should change to the following. 7.

OP CA02 PGM CA32 CAL REG OFF RF PGM CAL REG OFF RF PGM X Z After business hours, issue the electronic journal report. The sales tax calculations are based on rates, so you must tell the cash register the rates, the type of tax addin or add on, and the type of rounding to apply. Note that special rounding methods page 15 are also av ailable to meet certain local tax requirements. Impor tant! After you program the tax calculations, you also have to individually specify which departments page 27 and PLUs page 29, 31 are to be taxed. Assigning tax table 3, enter 0325. Assigning tax table 4, enter 0425. Enter tax rate 2 integers and 4 decimals.Assigning tax table 3, enter 0325. Assigning tax table 4, enter 0425.If the cash register is also set up to apply an addon tax rate, the addon tax amount is also included in the subtotal that is printed and displayed. Important! When you are using Danish rounding, y ou can use the a ke y to register tendered amount in which the last rightmost digits are 00, 25, 50 or 75.The program key can be used to set the mode switch to any position, while the operator key can select the REG, CAL and OFF position. Drawer The drawer opens automatically whenever you finalize a registration and whenever you issue a read or reset report. The dra wer will not open if it is locked with the draw er key. Drawer loc k Use the drawer k ey to lock and unlock the dra wer. Multipurpose tra y This tray can always be opened if the locking knob is in the unlock position. Use the locking knob to lock and unlock this tray.In case of power failure or the machine is in malfunction, the cash drawer does not open automatically. Even in these cases, you can open the cash drawer by pulling drawer release lever see below. Important ! The dra wer will not open, if it is loc ked with a dr aw er loc k ke y. CAL REG OFF RF PGM X Z Mode switch Use the mode keys to change the position of the mode switch and select the mode you want to use.

Reads sales data in memory without clearing the data. Use this mode for calculator. Use this mode for normal registration. Cash register standing by. Use this mode to register refund transaction. Use this mode for cash register programming. Lock Red Unlock Green Clerk number key Use this k ey to sign clerk on and of f the register. Open key Use this key to temporarily release a limitation on the number of digits that can be input for a unit price. This k ey is only ef fecti ve when the " use printer for receipt printer " in the printer control program is selected. In case of " receipt issue ", the " RECEIPT ON " indicator is lit. 0 Discount key p Use this key to register discounts. Price key Use this

key to register unit prices for subdepartment.G Old check key O In a check tracking system, use this key to input the number of an existing check previously created using the N key whose details are stored in the check tracking memory. Existing checks are reopened to perform further registration or to finalize them. No sale key Use this key to open the drawer without registering anything. I Check key k Use this ke y to register a check tender. J Refund key R Use this key to input refund amounts and void certain entries. K New check key N In a check tracking system, use this key to input a new check number in order to open a new check under that number. L Subtotal key s Use this key to display and print the current subtotal includes addon tax amount. M Credit k ey c Use this key to register a credit sale. O New balance key n In a check tracking system, use this key to add latest registered total to the previous balance to obtain a new balance.Actual r eceipts ar e 58 mm wide. Also, all sample r eceipts and journals ar e printout imag es.In case of using other cler k number, see page 49 for programming.

T o display and c lear the time and date OPERA TION DISPLA Y X C Preparing coins for c hang e Y ou can use the following procedure to open the drawer without register ing an item.See page 13 for information on setting up the tax tables.CA UTION Bef ore you use PLUs, you should first tell the cash register ho w it should handle the registration.Press, twice to designate flatPLU 61 90. Registering flatPLUs The following examples show how you can use flatPLUs in various types of registrations.Pr ogramming discounts Y ou can use the p key to re gister discounts percentage decreases. The more detailed informations about the discount and premium are described in the " Registering discounts and premiums " section in the " Convenient Operations and setups " on page 68.Applies the preset discount rate to the last item registered. The input value takes pr iority of the preset value.Pr ogramming for reductions Y ou can use the m ke y to reduce single item or subtotal amounts. The follo wing procedure lets you program the tax calculation method for the m key. T o program tax calculation status T axable status of the m ke y The tax calculation for the reduction amount is performed in accordance with the tax status programmed for the m ke y, regardless of whether the reduction is performed on the last item reg istered or a subtotal amount.Reduces the subtotal by the value input here. Registering reductions The following e xamples show ho w you can use the m key in v arious types of registration.Y ou hav e to press R before registering each returned item.T o av oid miss registrations in the RF mode, retur n the mode s witch to the f or mer position immedi ately.This re gistration must be performed out of a sale. Registering mone y paid out The following e xample shows ho w to register mone y paid out from the register. This registration must be performed out of a sale. OPERA TION RECEIPT 150 P Amount can be up to 8 digits.Pressing s ke y is necessary to cancel the transaction.

No sale registration Y ou can use the following procedure to open the drawer without registering a sale. This operation must be performed out of a sale.Note that if the transaction contains more than 45 lines including receipt header, the cash register prints in a T otal format regardless of your programming.If " Automatic issue " is selected, no need to press g key. P ostfinalization receipt f ormat, General printing contr ol, Compulsory, Machine features Convenient Operations and Setups Print the total line even if no tender operation is made. Print tax total. only for Australia Print the current time. Skip the date on journal. Skip the consecuti ve number. Print tax symbols. Print number of item sold. Skip item lines on journal. journal skip Print subtotal when the key is pressed. T ime system 1 24 hour system, 2 12 hour system Digit separator symbol. Decimal symbol. Journal compressed print print by half height characters Print hyphens before finalizing a transaction. Print tax total on receipt and report. Print Australian GST MOF message. Print receipt by double height characters.Force to enter the number of customers Always " 0 " Maintain the menu shift status for the next flatPLU registration. If " No ", press, each time. Multiplication procedure; 1 Quantity.Clear the key b uf fer when a receipt is issued. Restriction to 0, 5 on last amount digit of cash sales, received on account, paid out and money declaration only for Australia Display " seconds " during time display. Reset the consecutive number when the daily reset report is issued. Prohibit cancel

operation.Skip zero total lines on hourly sales report. Suppress printing of the nonresettable grand total on the daily reset report. Print tax rate with tax totalizer.Mode Switch PGM Mode Switch PGM When a training clerk signs on, the cash register automatically enters the training mode. In the training mode, no operations are af fected on any totalizers nor counters.

The training mode symbols are printed in the columns of receipt entries produced in the training mode.About the c lerk interrupt function The register can be programmed to allow the clerk interrupt function, which makes it possible for multiple clerks to simultaneously uses the same register. If a clerk starts registration of a transaction, another clerk can interrupt the original registration and be gin ne w one. The original clerk can be later resume the interrupted original reg istration.Memory Program code code Characters. See " Entering characters " section, on page 57.Memory Program Contents Initial character Y ours No.Print bottom message.T o the next PLU PLU No. Pr ogramming PLU descriptor PLU No.

Contents Initial character Y ours 001 PLU001 002 PLU002 003 PLU003 004 PLU004 005 PLU005 006 PLU006 007 PLU007 008 PLU008 009 PLU009 010 PLU010 011 PLU 011 012 PLU012 013 PLU013 014 PLU014 015 PLU015 016 PLU016 017 PLU017 018 PLU018 019 PLU019 020 PLU020 021 PLU021 022 PLU022 023 PLU023 024 PLU024 025 PLU025 026 PLU026 027 PLU027 028 PLU028 029 PLU029 030 PLU030 031 PLU031 032 PLU032 033 PLU033 034 PLU034 035 PLU035 036 PLU036 037 PLU037 038 PLU038 039 PLU039 1198 PLU1198 1199 PLU1199 1200 PLU1200 PLU0001 PLU0002 PLU0003 PLU0004 PLU0005 PLU0006 PLU0007 PLU0008 PLU0009 PLU0010 PLU0011 PLU0012 PLU0013 PLU0014 PLU0015 PLU0016 PLU0017 PLU0018 PLU0019 PLU0020 PLU0021 PLU0022 PLU0023 PLU0024 PLU0025 PLU0026 PLU0027 PLU0028 PLU0029 PLU0030 PLU0031 PLU0032 PLU0033 PLU0034 PLU0035 PLU0036 PLU0037 PLU0038 PLU0039 PLU1198 PLU1199 PLU1200 Mode Switch PGM Contents Initial character Y our s 001 PLU001 002 PLU002 003 PLU003 004 PLU004 005 PLU005 006 PLU006 007 PLU007 008 PLU008 009 PLU009 010 PLU010 011 PLU011 012 PLU012 013 PLU013 014 PLU014 015 PLU015 016 PLU016 017 PLU017 018 PLU018 019 PLU019 020 PLU020 021 PLU021 022 PLU022 023 PLU023 024 PLU024 025 PLU025 026 PLU026 027 PLU027 028 PLU028 029 PLU029 030 PLU030 031 PLU031 032 PLU032 033 PLU033 034 PLU034 035 PLU035 036 PLU036 037 PLU037 038 PLU038 039 PLU039 088 PLU088 089 PLU089 090 PLU090 PLU0001 PLU0002 PLU0003 PLU0004 PLU0005 PLU0006 PLU0007 PLU0008 PLU0009 PLU0010 PLU0011 PLU0012 PLU0013 PLU0014 PLU0015 PLU0016 PLU0017 PLU0018 PLU0019 PLU0020 PLU0021 PLU0022 PLU0023 PLU0024 PLU0025 PLU0026 PLU0027 PLU0028 PLU0029 PLU0030 PLU0031 PLU0032 PLU0033 PLU0034 PLU0035 PLU0036 PLU0037 PLU0038 PLU0039 PLU0088 PLU0089 PLU0090 G FlatPLU01 H FlatPLU02 L FlatPLU30 Pr ogramming flatPLU descriptor See " Entering characters " section, on page 57.Y ou must press this key before each double size character. 9 CAPS key Pressing this key shifts the character from the lowercase letter to upper case letter.

0 Shift key Pressing this key shifts the character from the uppercase letter to lower case letter. A Character fixed k ey Enter when the alphabetic entry for a descriptor, name or message has been completed. Clears the last input character, much like a back space key. C Program end k ey T erminates the character programming. D Character enter key Registers the programmed characters. Entering character s In this section, the method to enter descriptors or messages characters to the cash register during programming is described. Characters are specified by character keyboard or by codes. In the first half of this section, the usage of character keyboard is described. In the latter half, inputting method by character code is described.This method is recommended for programming of special features to individual department keys.Please select the command code of the contents you want to program, and follo w the procedure below.This method is recommended for programming of special features to individual PLUs. Batch f eature programming When using this procedure to assign multiple features to PLUs, use 9digit codes that you create using the following

procedure.Please select the command code of the contents you want to program, and follo w the procedure below.W ith " Batch feature programming ", you can use a single operation to assign multiple features. " Indi vidual feature programming ", on the other hand, let you assign features onebyone. This method is recommended for programming of special features to individual flatPLUs. Batch f eature programming When using this procedure to assign multiple features to flatPLUs, use 9digit codes that you create using the following procedure.Individual feature pr ogramming W ith this procedur e, you can assign indi vidual features to specif ic flatPLUs. Please select the command code of the contents you want to program, and follo w the procedure below.The follo wing examples sho w ho w you register singleitemsale departments.

Registration of single item sale PLUs is identical. Single item OPERA TION RECEIPT 2 Multiple item sale OPERA TION RECEIPT 2 5 a Note The single item sales department or PLU should be registered at the top of the transaction, otherwise the transaction is not finaliz ed. It is necessary to press a, c or k key. Single item status is not ef fectiv e during transaction. It is necessary to press the finalize k ey.Pr ogramming to the percent ke y T o program a percent rate, please refer to the page 33.Premium for Items and subtotals First of all, allocate the premium key on the keyboard. Applies the preset premium rate 5% to the subtotal. The currency e xchange function is released by finalizing a transaction, partial tender operation, receipt issuance, or by pressing the s ke y. First ot all, the q ke y should be allocated, refer to page 82.OPERATION DISPLAY RECEIPT 5 Enter the unit price and press the applicable department key. 5 Enter the next unit price and press the applicable department key. 5 Press the q key without enter ing a numeric value. This opera tion converts the subtotal includ ing tax dollar value into yen by applying a preprogrammed ex change rate. The result is shown on the display but not printed on the receipt or journal. 5 Enter the amount tendered in yen and press the q key. This op eration converts the entered yen amount into dollars by applying a preprogrammed exchange rate. The result is shown on the display. 5 Press to finalize the transaction. Note that you do not need to reenter the dollar amount.OPERATION DISPLAY RECEIPT 5 Enter the unit price and press the applicable department key. 5 Enter the next unit price and press the applicable department key. 5 Press the q key without en tering a numeric value. This op eration converts the subtotal in cluding tax dollar value into yen by applying a preprogrammed exchange rate. The result is shown on the display but not printed on the receipt or journal.

5 Enter the partial amount tendered in yen and press the q key. This operation converts the en tered yen amount into dollars by applying a preprogrammed ex change rate. The result is shown on the display. 5 Press the a key to specify cash tender for the yen partial tender. Note that you do not need to reenter the dollar amount.Always " 000 " Print V A T breakdown.Print V A T breakdown.Open drawer when B is pressed in CAL mode. Print calculator total on the daily report.Note Before changing the keyboard layout, you must issue the daily and periodic reset reports. Configuration of the ph ysical key la yout The shadowed k eys are f ixed function k eys. Y ou cannot change the function of these ke ys.If there is no match number in memory, a new check is opened under the input number.The cash register will automatically compare the input with the cash in drawer in the memory and print the diff erence between these two amounts. Note that if money declaration is required by programming page 47, y ou cannot skip this procedure. T o print the group read report This report shows group totals.When an err or occur s Errors are indicated by an error tone. When this happens, you can usually f ind out what the problem is as shown belo w. T r oubleshooting Err or code Meaning Action Message Mode switch position changed before finaliza tion. The signed on clerk dif fers from the clerk performed the check tracking operation. Registration without entering a clerk number. Platen arm of the printer is opened. Registration is made while the cash drawer is opened. Journal paper end Receipt paper end Attempt made to register an item without inputting a table number. Registration without inputting number of customers. T ransaction cancel buf fer full. Finalization of a transaction attempted without confirming the subtotal. Finalize operation attempted without entering amount tender. Change amount exceeds preset limit. This error appears

only when this function is acti vated.

Attempt made to finalize a transaction without issuing a guest receipt. Check tracking memory full Attempt made to use the new check key to open a new check using a number that is already used for an existing check in check tracking memory. Attempt made to use the old check key to reopen a new check using a number that is not used for an existing check in check tracking memory. Return the mode switch to its original setting and finalize the operation. Input correct check number or assign the proper clerk number. Enter a clerk number. Close the platen arm. Close the cash drawer. Replace the new pa per roll. Replace the new paper roll. Input a table number. Input number of customers. Finalize the transaction. Press the s key. Enter the amount tendered. Input amount tendered again. Perform money declaration. Issue a guest receipt. Finalize and close the check number currently used. Finalize and close the check that is currently under used or use a diff erent check number. Use the correct check number if you want to reopen a check that already e xists in the check tracking memory or use the new chec k key to open a new check.The results of this check are required by service personnel, so be sure to perform this check before you contact a CASIO representative for servicing. T roub leshooting Start Y es No Is register plugged in. Plug in the power cord. Is power on Set the mode switch to an y position other than OFF. Do figures appear on the display. Is the electric outlet active. Use other outlet. Contact CASIO service representative. Do the ke ys function. Is the mode position correct. Set to correct position. Contact CASIO service representative. Does paper feed Is paper loaded correctly. Load paper. Contact CASIO service representative. T o clear this sign, press C key. Important! Whene ver the lo w batter y indicator appears on the displa y, load a set of three new batteries as soon as possible.

If there is a power failure or you unplug the cash register when this indicator appears, you will lose all of your sales data and settings.Step 3 Cut the journal paper at the point where nothing is printed. Step 4 Remove the journal take up reel from its holder. Step 5 Remove the paper guide from the takeup reel. Step 6 Slide the printed journal from the takeup reel. Step 7 Open the platen arm. Step 8 Remove the old paper roll from the cash re gister. Step 9 Load ne w paper. Go to the step 3 described on page 10 of this manual. Step 1 Set the mode switch to the REG position and remove the printer cov er.Consult your CASIO dealer for details. User Maintenance and Options Step 1 Set the mode switch to the REG position and remove the printer cov er. Step 2 Open the platen arm. Step 3 Remove the old paper roll from the cash register. Step 4 Load new paper. Go to the step 3 described on page 9 of this manual. T o replace receipt paper CAL REG OFF RF PGM X Z NO TE After completion of register progr amming, enter 6200 and s in the PGM 3 mode PGM mode 3 s to bac kup the progr am data into the inter nal nonv olatile memor y. This opration takes about 10 seconds.. DiAfter reading this guide, keep it close at hand for easy reference. Please keep all informations for future reference. About the icons. In this guide various icons are used to highlight safe operation of this product and to preventIndicates that there is a risk of severe injury or death if used incorrectly. Indicates that injury or damage may result if used incorrectly. Icon examples. To bring attention to risks and possible damage, the following types of icons are used. The symbol indicates that it includes some symbol for attracting attention includingThe symbol indicates a prohibited action. In this symbol the actual type of prohibitedThe symbol indicates a restriction. In this symbol the type of actual restriction removal ofWarning! Handling the register.

Should the register malfunction, start to emit smoke or a strange odor, orContinued use creates the danger of fire andDo not place containers of liquids near the register and do not allow anyShould water or other foreign matter get into theShould you drop the register and damage it, immediately shut down the powerContinued use creates theContact CASIO serviceNever try to take the register apart or modify it in any way. HighvoltagePower plug and AC outlet. Use of an outlet with aMake sure the power plug is inserted as far as it will go. Loose plugs create theNever connect to a power outlet that is loose. Use a dry cloth to periodically wipe off any dust built up on the prongs of theDo

not allow the power cord or plug to become damaged, and never try toContinued use of a damaged power cord can causeCaution! Do not place the register on an unstable or uneven surface. Doing so canDo not place the register in the following areas.The above conditions can cause malfunction, which creates the danger of fire. Do not overlay bend the power cord, do not allow it to be caught betweenBe sure to grasp the plug when unplugging the power cord from the wall outlet. Pulling on the cord can damage it, break the wiring, or cause short, creating theNever touch the plug while your hands are wet. Doing so creates the danger ofNever touch the printer head and the platen.Remove the cash register from its box.. 7. Remove the tape holding parts of the cash register in place.. 7. Install the three memory backup batteries.. 7. Plug the cash register into a wall outlet.. 11. Insert the mode key marked "PGM" into the mode switch.. 11. Turn the mode key to the "REG" position.. 11. Set the date.. 12. Set the time.. 12. Select printouts receipt or journal.. 12. Tax table programming. 13. Introducing TKT200. 17. General guide. 17. Displays. Keyboard.How to read the printouts. How to use your cash register. Clerk sign on and sign off. Displaying the time and date. Preparing coins for change.