# CV-33
# ECR
# PROGRAMMING
# USER MANUAL

SEPTEMBER 2010

CV-33 Software Utility User Manual v1.08
CV-33 Software Utility v1.20

**CONTENTS**

## INTRODUCTION

Welcome to CV-33 Software Utility User Manual a series of tutorials designed to teach you how to use the CV-33 Software Utility. The tutorials begin with the basics in the form of a Quick Setup guide that allows you to quickly use many of the features within a short period of time. Once you become familiar with the CV-33 environment you will find it both quick and easy to use. With the introduction of the QT-6100 and QT-6600 new functionality has been added to CV-33 to allow it to be compatible

## ABOUT THIS MANUAL

As you work from this guide, it is important to keep in mind that the tutorials build on one another, beginning at the basics and working up into more advance features. Therefore you should complete the Quick Set Up section first, otherwise you will be a little lost if you jump straight in to the middle of this manual. Depending upon your level of computer knowledge the Quick Setup section can be completed within a short period of time. QT-6600 is the ECR used in this tutorial.

## MINIMUM PC SYSTEM REQUIREMENTS

To use CV-33 you will need:

| | |
|---|---|
| RAM: | 64MB or higher |
| Resolution: | 1024 by 768 pixels |
| OS: | 2000 / XP / Vista / 7 |
| HD: | 500MB free disk space |

## INSTALLING CV-33

Insert the CV-33 CD-ROM. Start Windows Explorer. In the left pane, locate the icon for your CD-ROM and click the icon. In the right pane, double-click the file called setup.exe. The set up wizard will start follow the on screen instructions.

## UNINSTALL CV-33

The backup folder and any additional files placed in the CV-33 folder will not be removed if you uninstall, you will have to delete them manually.

## SUPPORTED MODELS

QT-2100 v2, TE-7000S, TE-8000F, TE-8500F, QT-6000, QT-6100 and QT-6600

## LANGUAGE TRANSLATION

As CV-33 is a worldwide product a unique language translation tool has been incorporated within the software to aide in the translation process. Please see Language Translation in the CV-33 Special Features section

## FILE IMPORT

The import of up to 15,000 Scanning PLU's by .csv file is supported in this function.
It can take up to approximately 2 hours to import 15,000 Scanning PLU files into CV-33.

**CONVENTIONS AND FEATURES**

You can save time when you use this book by understanding the different conventions used, which will then allow you to complete each task successfully. See the Convention Table below:

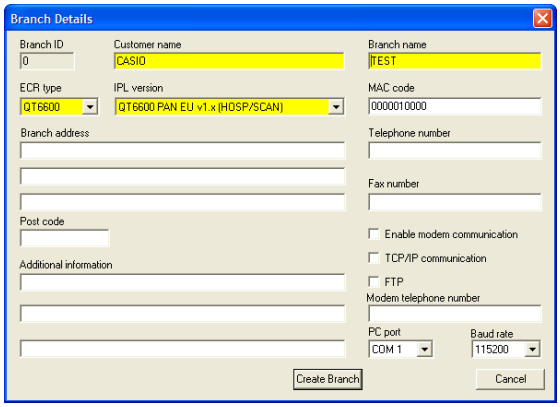
| **Convention** | **Meaning** |
|---|---|
| Task 1<br>Task 2 | Numbered tasks to break up complex procedures |
| 1.<br>2. | Numbered steps guide you through hands on exercises. |
|  | When icons are first referred to a picture is present. |
| Section Tip | Provides a helpful hint or short cut to make a task easier |
| Note | Provides a warning or important information to complete a procedure. |

## QUICK SETUP

The exercises that follow in this section provide an introduction to using the software. The purpose of this tutorial is to show you what it takes to build up a customer branch. More detail will be provided in later sections regarding the use of the various features contained within the CV-33 software.

## CREATING A NEW BRANCH

It will be helpful for you to become familiar with the following set of directions because you will repeat this process when creating a new customer branch.




1. Double click on the software icon on your desktop.
2. The Branch Detail dialog appears:
3. Type the customer name in the Customer name field.
4. Type the Branch name in the Branch Name field
5. Expand the ECR Type drop-down list by using the down arrow icon select the connected model type.
6. Expand the IPL Version drop-down list and select the IPL version that is loaded in the ECR.
7. The MAC Code field displays the default code; enter the Mac code that you entered in the ECR for you personal reference.
8. Complete the remaining customer details fields for your records.
9. Select communication type, TCP/IP or FTP (FTP is only available for specific QT6000 IPL profiles). If you have chosen not to use TCP/IP or FTP there are two drop-down lists for changing the PC communication port and the baud rate for using RS-232. (Supported PC COM port 1-8 and baud rates 2400 - 115200 bps)
10. Check to ensure all the details are correct such as the ECR Type and IPL Version
11. Click on the Create Branch button.
12. Click on the OK button to display the branch list screen.

## SECTION TIPS:

You can create additional branches by selecting File ¦ New Branch from the main menu or by using the New Branch icon on the main tool bar.

You can click on the Branch List icon to display the Branch List. The Branch List screen displays all branches currently created.

You can press the tab button to select fields and use the up and down arrow keys to scroll between the different values held within a drop-down list on the Branch Detail screen.

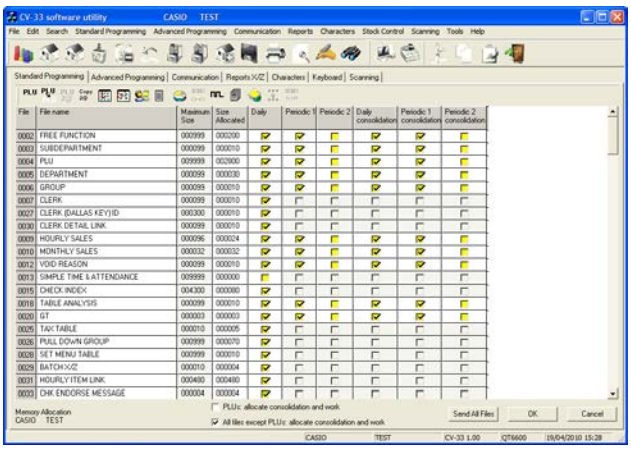
## NOTE:

The Branch Detail dialog prompts you to create a new branch only when no branches are contained within the software. It is not possible to change the ECR Type or IPL Version once you have created the customer branch.

## ADJUSTING MEMORY ALLOCATION

The Memory Allocation screen is used to manipulate the memory contained within the ECR. Ensure that you allocate all the files required for programming at this stage. All sales totalisers are reset when memory is downloaded to the ECR.

1. Select Memory Allocation from Standard Programming menu on the main menu.
2. The Memory Allocation dialog appears:




3. Type the following values in the Allocated Size column; File 0003 Sub Department enter 5, File 0004 PLU enter 400, File 0016 Scanning PLU Link enter 100, and File 0054 PLU 2nd@ enter 300,
4. Click in the tick boxes located in the Periodic 1 and Periodic 2 column for the File 0004 (PLU), a tick appears indicating that the periodic file has been allocated.
5. Ensure that you have attached a communication cable between your PC and ECR that matches the Com Port selected on the Branch Detail screen. Alternatively if using TCP/IP make sure CAT5 cables are connected to Ethernet switch, in the case of FTP make sure username and password are correct and also IP address
6. Click on the Send All Files button. Memory allocation as well as the entire program is transferred to the ECR.

## PERIODIC AND CONSOLIDATION COLUMNS

A practical use of the Periodic 1 file is for collecting weekly sales totals, while using Periodic 2 for collecting monthly sales totals.

The consolidation file allows you to collect the sales of several terminals linked together to view the overall sales total.

Use the tick boxes in the following columns to allocate memory to the ECR for consolidating to the master terminal:

1. Daily Consolidation
2. Periodic 1 Consolidation
3. Periodic 2 Consolidation

**SECTION TIPS:**

Check the Maximum Size column before entering a value in the Size Allocated column. Allocate all necessary files now not later.

**NOTE:**

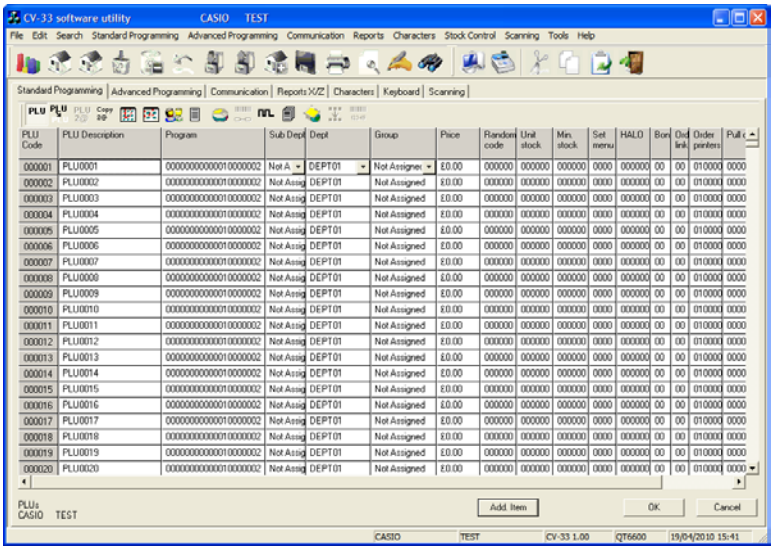
The number of records allocated for each file should not be decreased once you have started programming within the software. A Ram board may need to be installed on the QT-2100

## PLU CREATION

This section involves several different tasks, which will show you how to quickly create a Price Look Up (PLU) then assign it to a key position. The use of the Keyboard Programming screen is only briefly mentioned here as the keyboard section provides a more detailed explanation of its use. Use the procedures outline below to create additional PLU's, you can create PLU's either by using the grid, which is described shortly, or by double clicking a PLU to enable detailed programming.

### TASK 1

1. Click the PLU  icon on the main tool bar.
2. The PLU grid appears

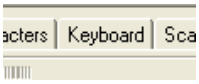



3. Click once on PLU0001 under PLU Description column and type the description for your product.
4. From the Dept (department) column drop down list For PLU 0001 choose Dept01as your dept. link.
5. Enter a price in the Price column for example 2.40.
6. Click on the Send icon on the main tool bar this will transfer the created PLU to the ECR.

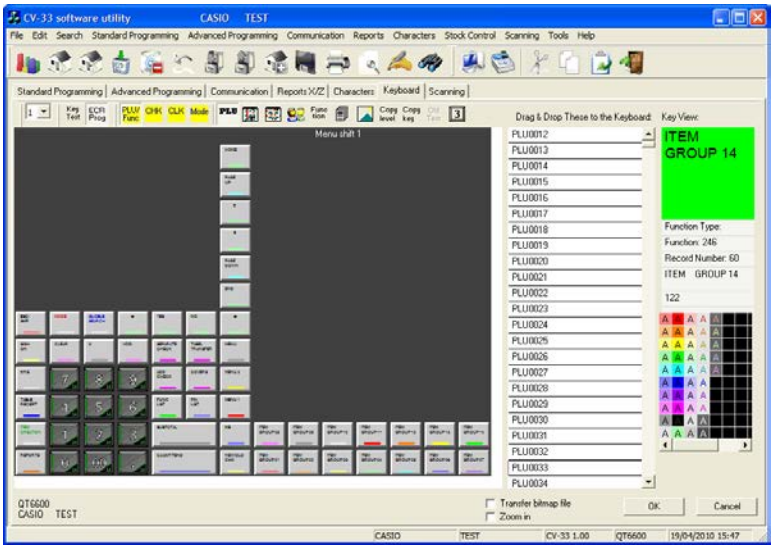
## ASSIGN THE PLU TO THE KEYBOARD

### TASK 2

1. Click the keyboard tab




2. The Keyboard Programming screen appears:




3. Select the PLU you created in TASK 1 from the PLU list and drag it to the keyboard.
4. Click on the Send  icon on the main toolbar this will transfer the updated keyboard layout to the ECR.
5. Press the key position on the ECR that corresponds to the position you selected on the keyboard layout.
6. Click on the OK button to return to the Branch List screen.

**SECTION TIPS:**
The PLU grid can also be displayed by selecting Standard Programming ¦ PLUs ¦ Main PLUs
You can right click on the mouse on the PLU grid and copy and paste descriptions and prices to different rows.

Use the Send  icon on the main tool bar to transmit the programming data for the screen you are currently working on to the ECR.

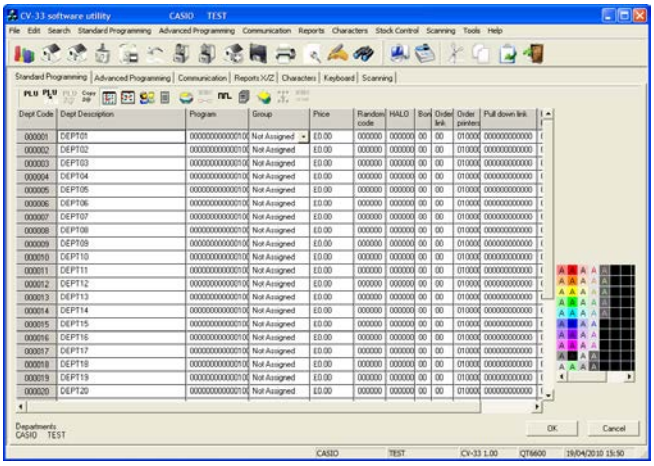
**NOTE:**
You will not be able to select a field from the Sub Department, Department, or Group drop down list unless memory has been allocated. See Adjusting Memory Allocation for further details.

**DEPARTMENT CREATION**

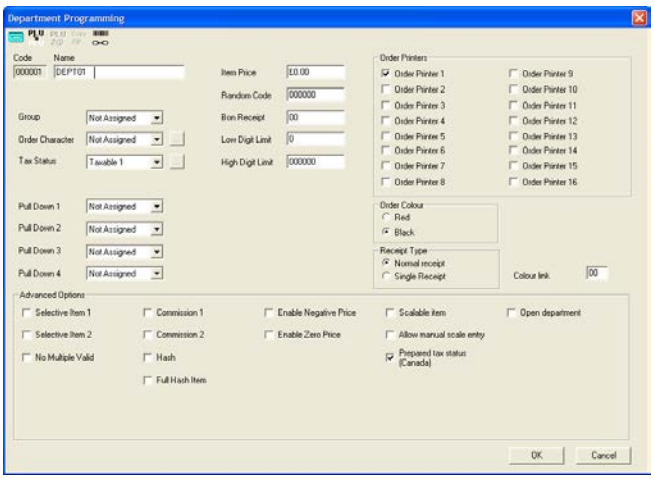
A department link enables you to break down your sales based on the PLU's linked to a department. The setting up of a Department is similar to creating a PLU.

**TASK 1**

1. Click the Department  icon on the main tool bar.
2. The Department grid appears



3. Click once on DEPT01 under the Department description column and type the name of your department.
4. You can set additional options on the grid or double click to display the Department Programming screen.

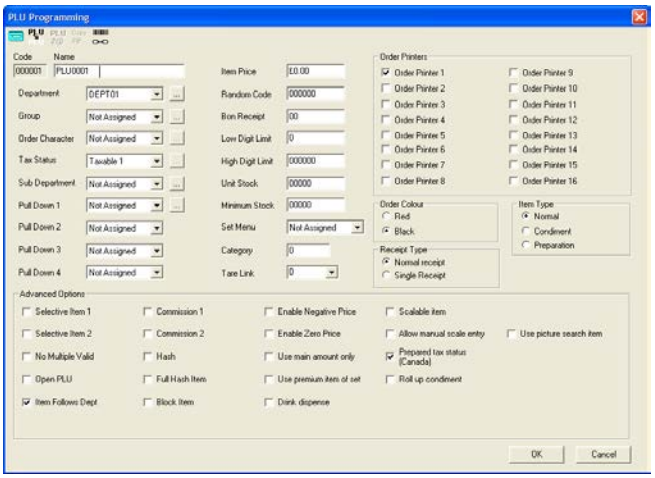


5. Set any additional options then click on the OK button.
6. Click on the OK button on the Department grid to return to the Branch List screen.

## LINK A PLU TO A DEPARTMENT

### TASK 2

1. Click on the PLU  icon on the Standard Programming tab
2. Double Click on PLU0001 to display the PLU Detailed Programming screen:

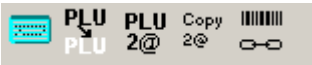



3. Expand the Department drop-down list by using the drop down icon. Select DEPT01 to link PLU0001 to DEPT01.
4. Click on the OK button on the PLU Programming screen
5. Click on the Branch List speed button.
6. Click on the Send  icon on the tool bar this will transfer PLU data to the ECR

### SECTION TIPS:

Use the builder buttons  on the PLU Programming screen or the Department screen to display the quick access screen. Click on the builder button next to the Department Pull Down list to display the Department Programming screen. Use these options when available for quick programming.

On the PLU, Department, and other detail-programming screens there are speed buttons, which allow you to quickly program related options. Below are the speed buttons shown on the Department Detail Programming screen

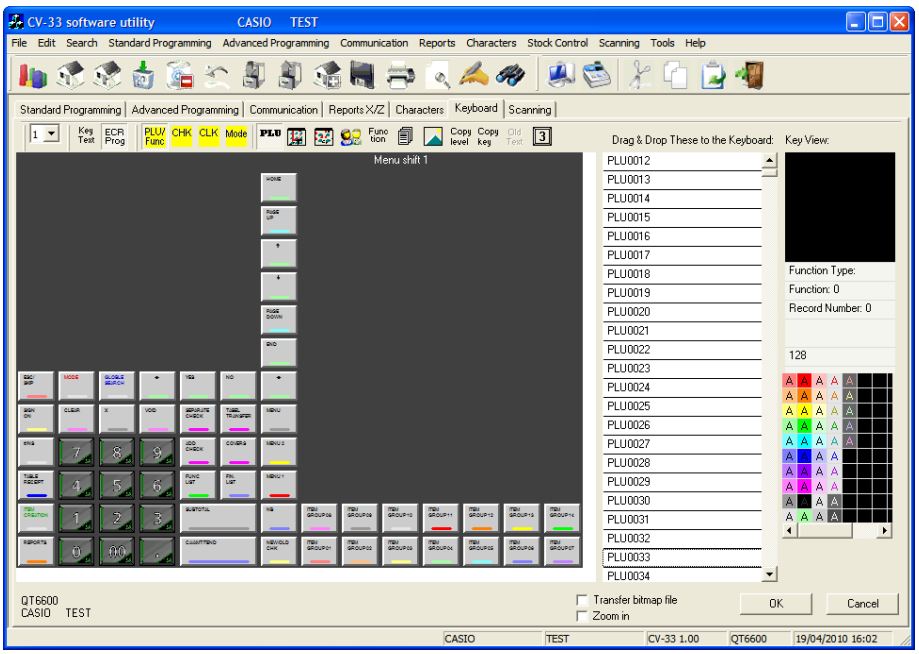


## KEYBOARD FUNCTION CREATION

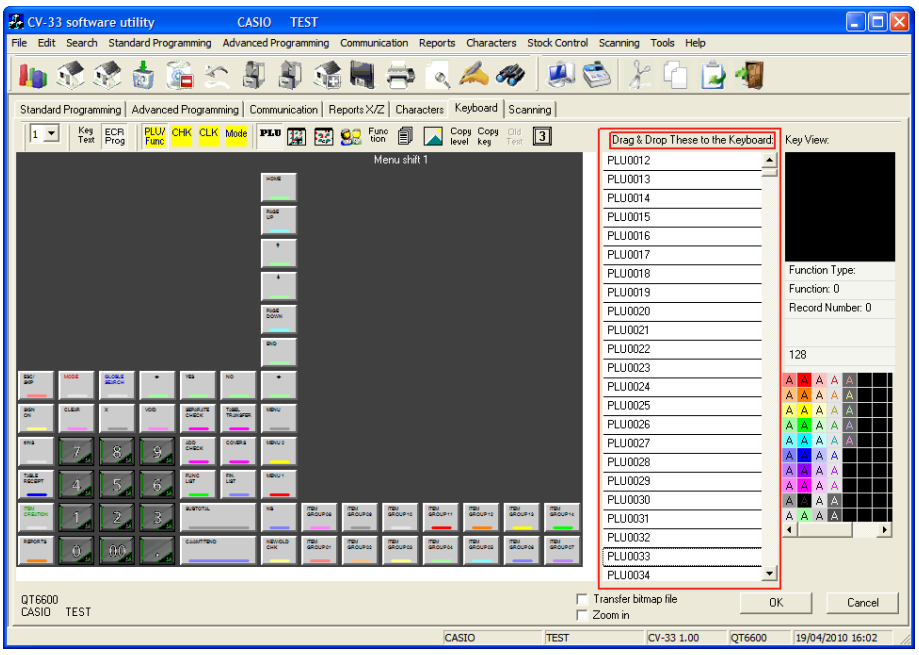
This section will take you through some of the basic options available on the Keyboard screen. The Keyboard screen has been created in a way to make it quick to add function keys to the keyboard layout, transfer the new layout to the ECR, as well as customising function key descriptions.

### TASK 1

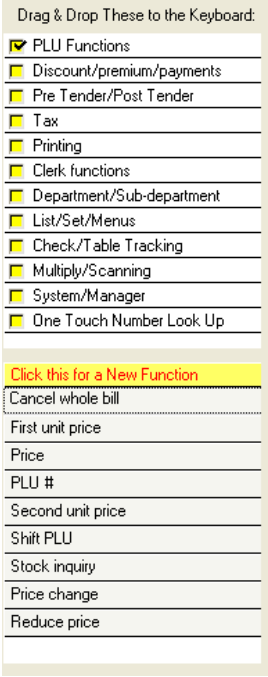
1. Click the keyboard tab 
.
2. The keyboard screen is displayed:



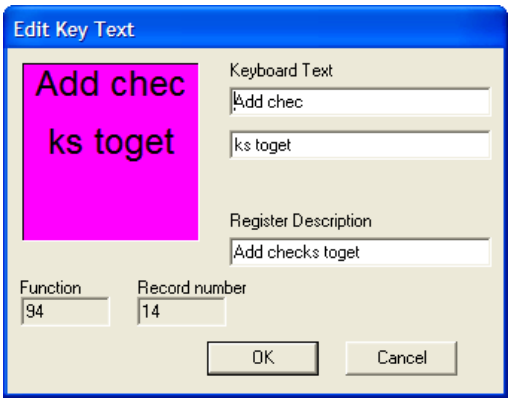

3. Notice that the 'Drag and Drop These to The Keyboard' list currently shows the PLU file.



4. Click on the Function icon to display a list of existing functions.
5. to add a new function click on the yellow heading entitled “Click this for a New Function”




6. Click in the tick box entitled Check/Table Tracking.
7. Drag and drop the function Add Checks together onto the keyboard layout.
8. small window will pop up prompting you to edit the description of the function key if you wish to do so

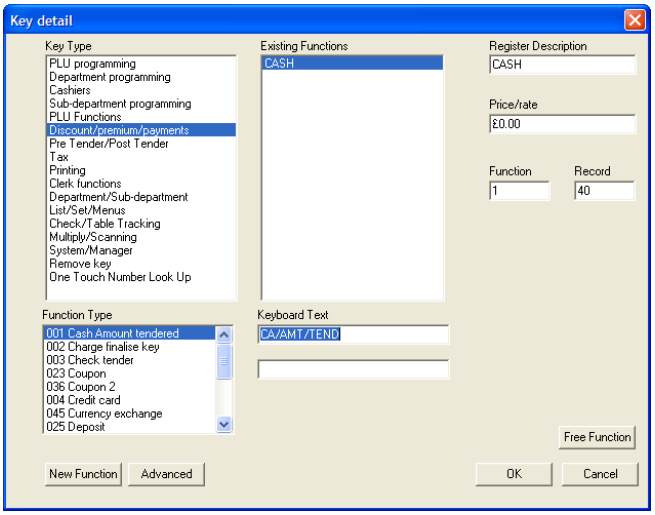



9. You can drag and drop additional function keys onto the keyboard using this method.

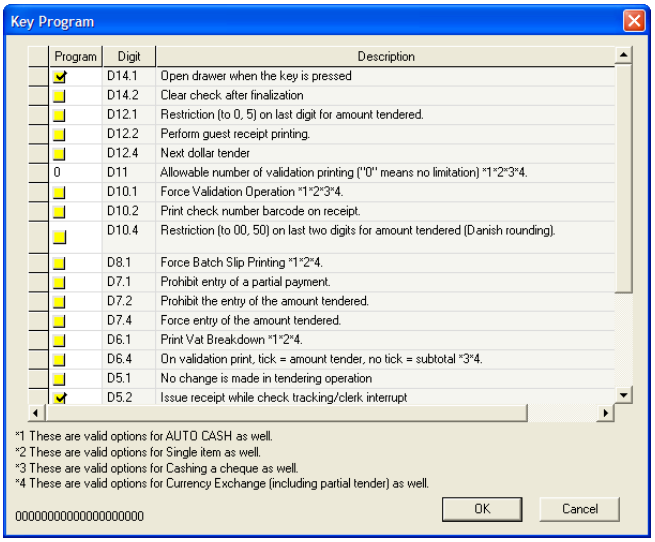
## KEY PROGRAMMING

### TASK 2

1. Double click on the CASH key on the Keyboard Layout.
2. The key detail screen appears.




3. There are two important fields on this screen the Key Type field and the Function Type Field.
4. The list of options displayed in the Function Type field is dependent upon the options selected in the Key Type field.
5. Click on the Advance button
6. The Key Program screen is displayed



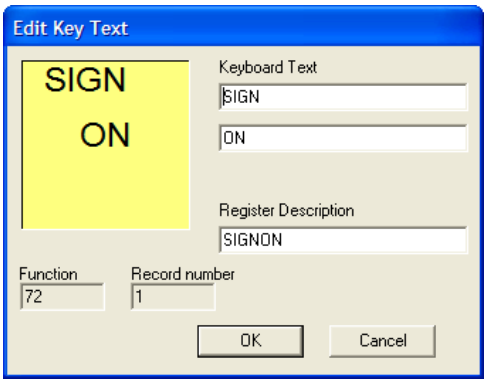

7. Select or deselect the tick boxes for the options you want to change in the program column. For some options you must insert a numerical value.

## CUSTOMISING THE KEYBOARD

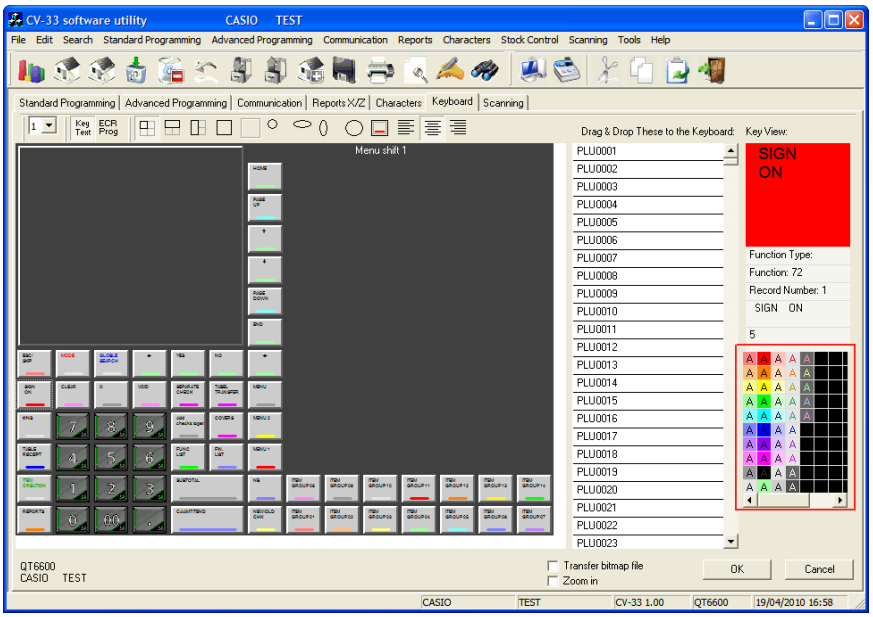
### TASK 3

1. Click on the Key Text speed button. 

2. Double click on the SIGN ON key (function code #72 clerk sign on) on the keyboard
3. The Edit Key Text screen is displayed:




4. Enter the new description
5. click on the OK button
6. Select a colour from the colour palette at the bottom of the keyboard screen.



**REMOVING A KEY**

**TASK 4**

1. Click on the ECR Prog speed button
2. Double click on the key you want to remove
3. The Key Detail screen is displayed
4. Click on Remove Key in the Key Type field.
5. Click on the OK button on the Key Detail screen.

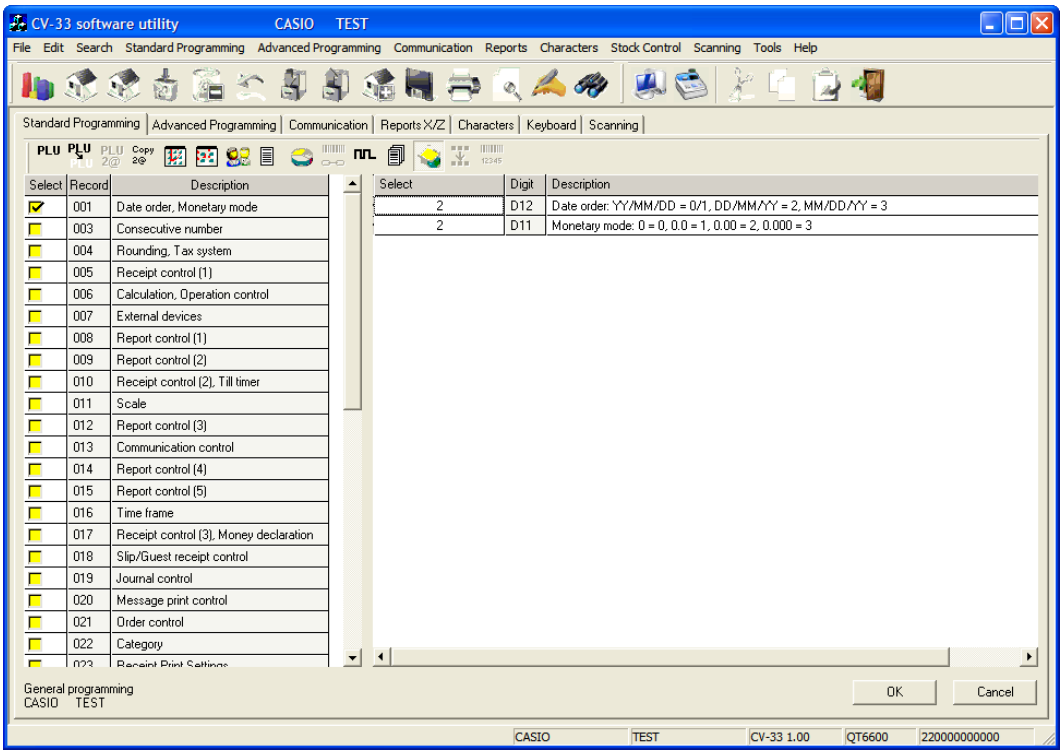
**SECTION TIPS:**
The Existing Function field on the Key Detail screen displays additional functions created for the same type. For example if you select the Clerk Sign function key and display the Key Detail screen five clerks sign keys are listed for a newly created customer.
**(TE7000/8000/8500 and QT2100)** You can preview the layout of your keyboard by clicking on the Print Preview icon.
By selecting an area of the keyboard layout you can modify the colour and text displayed for several keys. To do this click once on the key to be modified, while holding down the left mouse button drag the mouse pointer to select additional keys
Click on a cell in the Selection List then click on the find icon to search for an item using the find dialog.

**NOTE:**
For the TE-8500 you must use legal paper to print the keyboard overlay.

**GENERAL PROGRAM FILE 22**

The general programming file is used to set options for the ECR, such as whether or not the paper should be cut for the external printer

1. On Standard Programming tab click on the General Programming speed button 




2. Click in the yellow tick box next to the record you want to modify

3. In the screen on the right insert a tick or number in the Select column for the option you want to set.

4. Click on the Send button to transfer the program to the ECR.

**SECTION TIPS:**

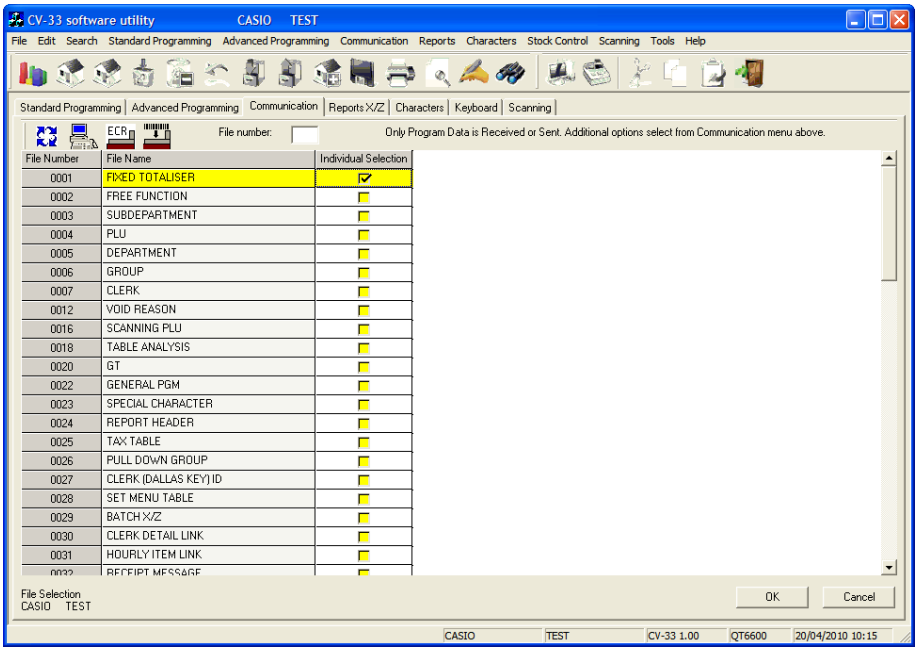
The General Programming screen can also be displayed by selecting Standard Programming¦ General Programming on the main menu.

## COMMUNICATIONS - HOW TO SEND & RECEIVE THE ECR PROGRAM

The File Selection screen allows you to download or upload individual or a group of files.

1. Click the Communication tab


2. The File Selection screen is displayed:

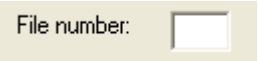



3. Click in the yellow tick box for file number 0004 PLU and 0005 Department.
4. The Send speed button appears 

5. The Receive speed button appears 

**SECTION TIPS:**
The File Selection screen can also be displayed by selecting Communication ¦ File Selection on the main toolbar.

Click on the Select All Files speed button  to select the entire files available; click again to deselect all files.

Use the field File Number 

to send or receive files that are not displayed in the File number column on the File Selection screen. Use the Send or Receive speed button to download or uploaded the entered file number

**NOTE:**
Only the contents of the file are sent. The File Selection screen does not send memory allocation. Programming contained within all files will overwrite any programming on the ECR. Always make sure that the file you are sending from the software is more current than the file contained within the ECR. By default this screen only displays the files created by a standard MAC. You must allocate memory on the Memory Allocation screen to view additional files. See Adjusting Memory Allocation section.

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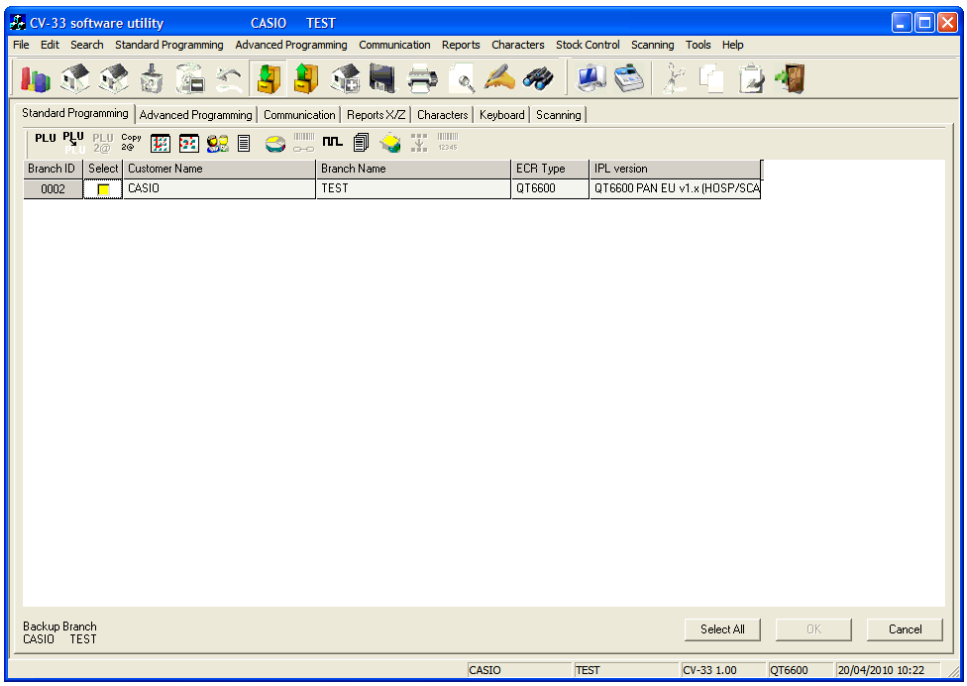
**INDIVIDUAL BACKUP AND RESTORE**

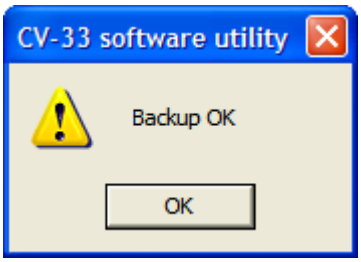
CV-33 has several forms of backup and restore available, this section describes the individual branch backup and restore process.

**TASK 1**

1. from the branch list screen click on the Backup Branches  icon
2. The Backup screen is displayed:




3. Click in the yellow tick box to select the individual branch(s) to backup.
4. Click on the OK button to begin the branch backup process.
5. Notice the confirmation message will indicate whether or not the backup process has been successful.

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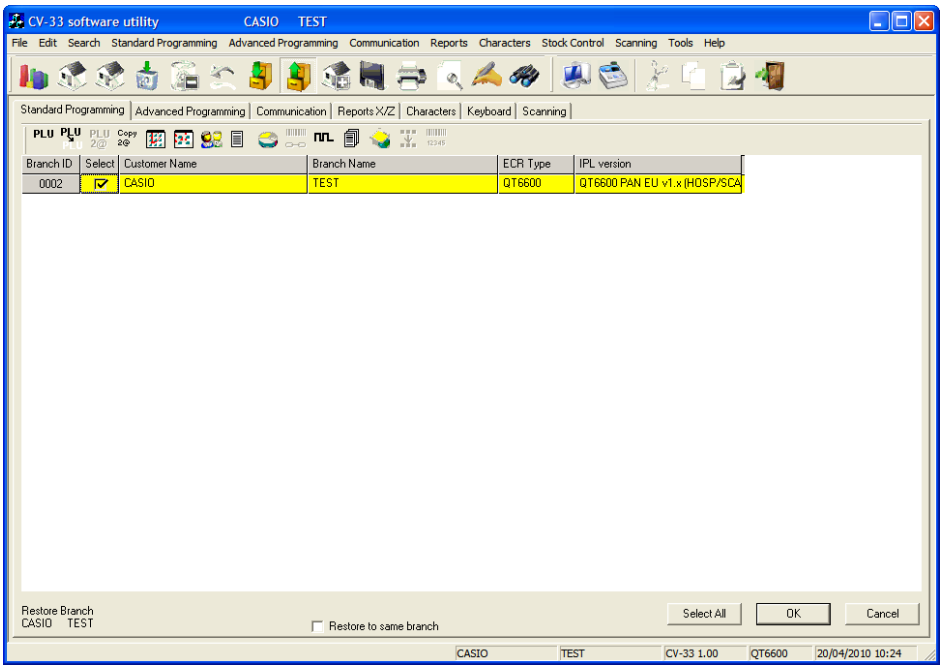
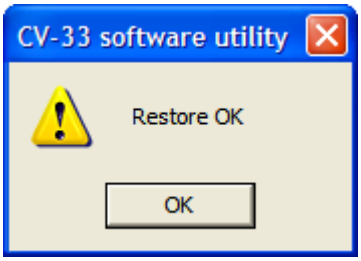
**TASK 2**

1. Click on the Restore Branches  icon
2. The Restore Branches screen is displayed:




3. Click in the yellow tick box to select the individual branch(s) to restore.
4. Click on the OK button to begin the restore process.




**SECTION TIPS:**
The Back up Branch screen can also be displayed by selecting File ¦ Backup ¦ Branch on the main menu. The Restore Branch screen can also be displayed by selecting File ¦ Restore ¦ Branch on the main menu. Click on the Select All Files buttons to select all the branches available. Use Restore to Same Branch to restore a Branch ID over an existing branch with the same Branch ID. Perform branch backup as part of a regular routine.

**NOTE:**
Branch restore overwrites the current data. Therefore always ensure your backed up branches are current. Only branches that have been backed up are displayed on the Branch Restore screen.

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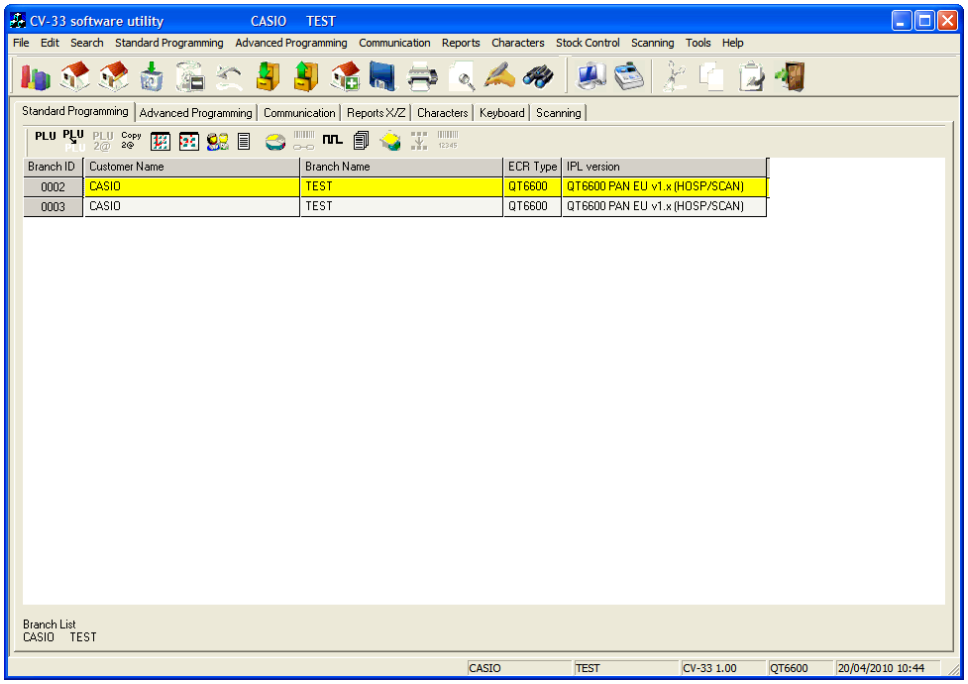
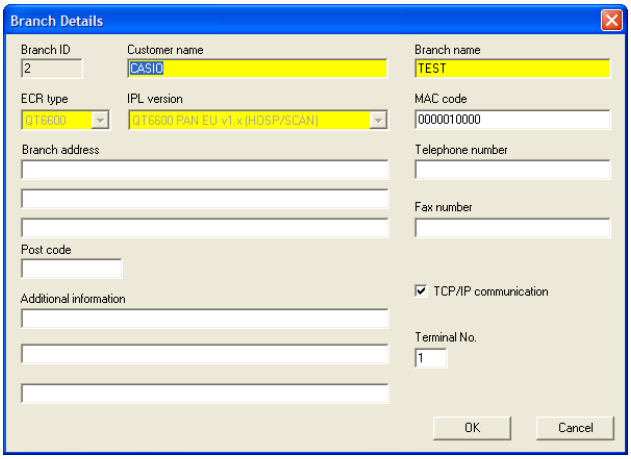
## HOW TO EDIT A BRANCH

The CV-33 Environment has been designed with ease of use in mind. The branch you are currently working on is always highlighted in yellow on the Branch List screen:




1. Use the Edit Branch  icon or double click on the branch you would like to edit
2. The Branch Detail screen is displayed for the selected branch.




3. Click on the OK button on the Branch Detail screen to continue editing the selected branch.
4. Use the speed buttons on the tabs to access the different screens for programming


5. If you prefer you can also use the Menu bar to access screens within the software.

**SECTION TIPS:**

You can also edit a branch by selecting File, Edit Branch on the main menu.

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## BASIC OPERATIONS & SETUP

The exercises that follow presume that you have completed the Quick Set Up section and are familiar with many of the basic features introduced. Please complete the Quick Set Up section before going through the following tutorials.

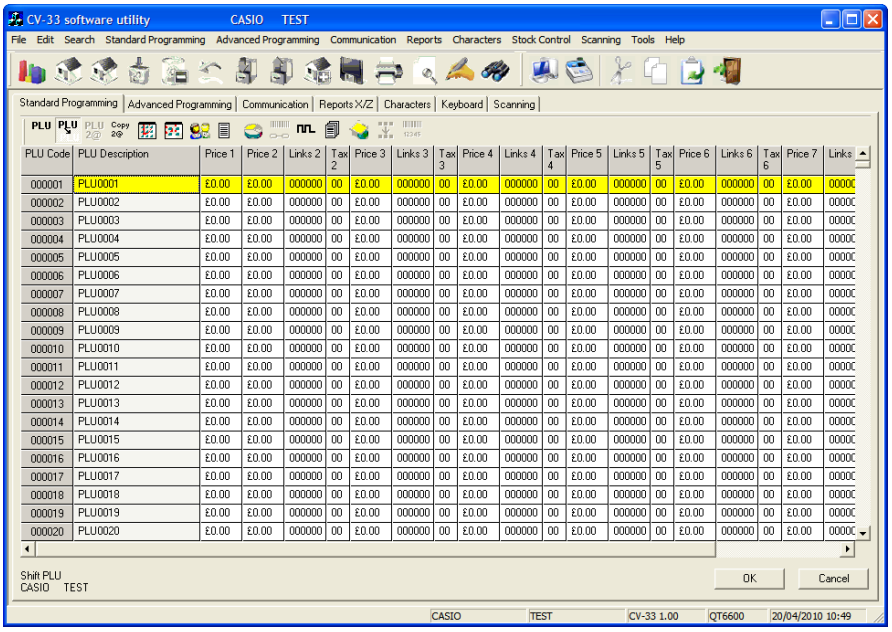
## SHIFT PLU PROGRAMMING

Shift PLU's allows a PLU to have up to eight price shifts. Therefore you could have a PLU called Cola that has three prices, one for small, medium, and large. A Shift PLU key must be assigned on the keyboard for the cashier to select a different price. You must program the shift level that each key should select.

### TASK 1

Ensure you have assigned memory for file 055 the Shift PLU on the memory allocation screen. Match the size of file 055 to file 004 PLU file.

1. Click on the Shift PLU  icon.
2. The Shift PLU screen is displayed:




3. Select the PLU you would like to assign an additional price
4. Insert a price in the Price column
5. Click on the Send  icon to transfer the files to the ECR.

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## ASSIGNING THE SHIFT PLU KEY

### TASK 2

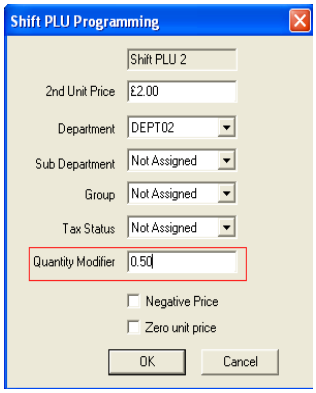
1. See Keyboard Function Creation for more details.
2. Locate Shift PLU function code 065 in the PLU Functions in the 'Click this for a New Function' list
3. Drag and drop Shift PLU onto the keyboard layout
4. Click OK on the Edit Key Text dialog after modifying the text
5. Click the ECR Prog speed button on the Keyboard tab
6. Then double click on the Shift PLU key that you placed on the key layout
7. Click on the Advance speed button on the Key Detail screen.
8. In the Program column on the Key Program screen enter the number you would like to shift to when the clerk presses this button on the ECR. E.g. for shift 2 enter 2 in this column.
9. Click on the OK button on the Key Program screen and the Key Detail screen to return to the Keyboard screen.
10. Click on the send icon  to transfer the program files to the ECR.

### SECTION TIPS

Use the copy and paste option to copy values to another column. Select the copy and paste option on the toolbar, Edit menu or from the mouse right click menu.

### SHIFT PLU QUANTITY MODIFIER

Shift PLU quantity modifier is an additional feature used to control stock quantity for shift PLU's. This feature will only work when memory is allocated to Additional PLU Characters file941

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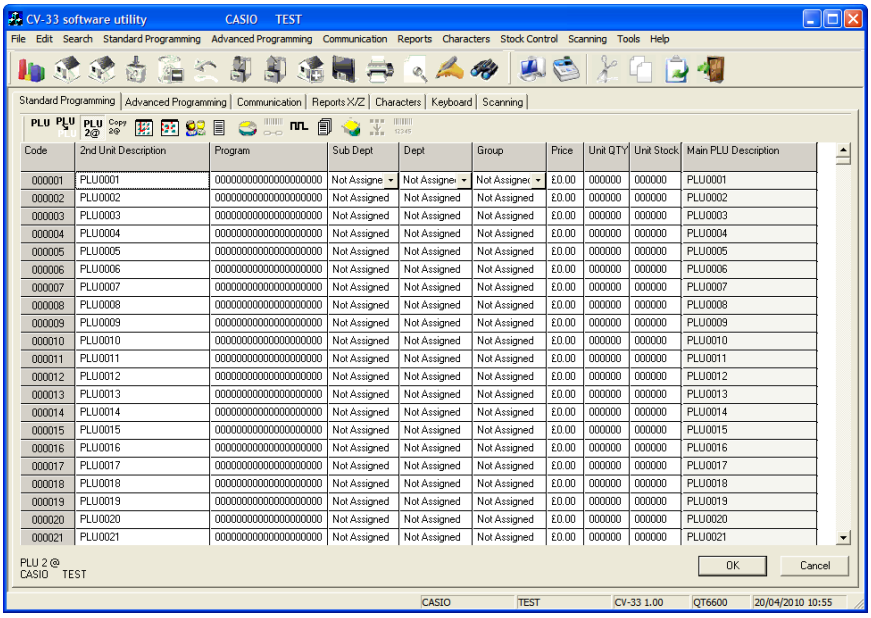
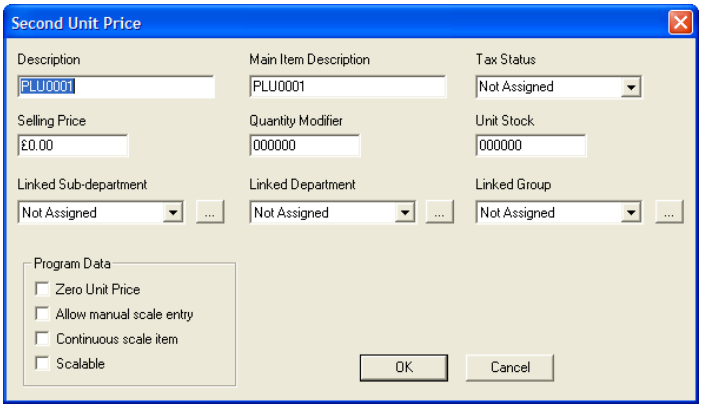
## SECOND UNIT PRICES

### TASK 1

1. Click the PLU 2@  icon on the main tool bar.
2. The Second Unit Price grid appears:




3. Double click the PLU0001 description
4. The Second Unit Price detail screen appears:




5. Click in the Description field and enter the product name for example ½ Pint Stella.
6. Enter the price into the selling price field for example £1.20.
7. Enter 000050 in the Quantity Modifier field (0.50).
8. Select additional options if required.
9. Click on the OK button to return to the Second Unit Price grid.
10. Click on the Send  icon on the main tool bar this will transfer the created PLU to the ECR.

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**TASK 2**

**ASSIGNING A SECOND UNIT PRICE KEY**

1. Enter the Keyboard screen
2. Click on the Function speed button
3. Click on “Click this for a New Function”
4. Drag and drop Second Unit Price to the keyboard layout

**SECTION TIPS**

Use the Copy Second Unit PLU speed button 

to copy the description from the main PLU to Second Unit PLU. This feature saves you time for example if you have a PLU called Pint, then Pint is copied to Second Unit Description field and you only need to add ½ in front of the word Pint.
Warning if you already have descriptions for the Second Unit Prices do not use this feature, as the description will be overwritten
.

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**PLU ADDITIONAL ITEM PROGRAMMING**

PLU Additional Item Programming allows a PLU's price to be changed at timed intervals. The interval time can be defined in minutes. To start the transaction first open a check, register the timed PLU. The price is automatically calculated when you reopen the check and subtotal the transaction. This would be used for example at a snooker hall where you would hire tables per hour.

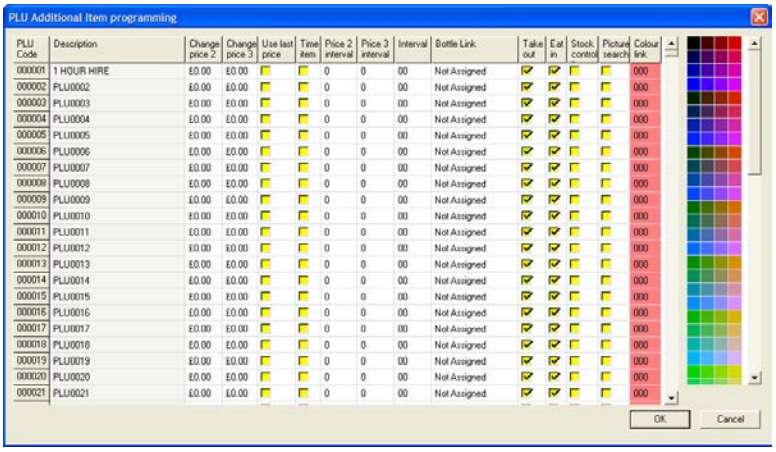
**TASK 1**

Example: a pool table was hired at 13:20 and the session ends at 17:40. The interval time is setup for 60 minutes, this example consist of four intervals. The initial charge is £3.00 for the first interval (13:20 to 14:20), the second and third intervals (14:21 to 16:21) are charged at £2.00 and the fourth interval (16:22 to 17:40) is charged at £1.75. All subsequent intervals are charged at £1.75.

Allocate memory file #814 ADDITIONAL ITEM PGM.

1. Set the description and the price. E.g. '1 HOUR HIRE' at £3.00 for the first interval, this is the standard PLU programming. See page 7 for PLU creation.
2. In the PLU screen select the 'Add Item' button


3. PLU Additional Item programming window appears.




4. Enter the price for 'Change price 2'. This will be the price that will be charged for the second and third intervals in our example.

| PLU Code | Description | Change price 2 |
|---|---|---|
| 00001 | 1 HOUR HIRE | £2.00 |

5. Enter the price for 'Change price 3'. This will be the price that will be charged for the fourth interval in our example.

| Change price 2 | Change price 3 |
|---|---|
| £2.00 | £1.75 |

6. 'Use Last Price' when this box is ticked after the last interval price change, all the previous intervals will be recalculated using the last price.

.

7. ‘Timed Item’ tick this for a PLU to be used as a timed item.

| Use last price | Time item |
|---|---|
| ☐ | ☑ |

8. ‘Price 2 interval’ defines how many intervals ‘price 2’ is to be used for. ‘Price 3 interval’ defines how many intervals ‘price 3’ is to be used for.

| Price 2 interval | Price 3 interval |
|---|---|
| 2 | 4 |

9. Here we set the interval length in minutes.

| Interval |
|---|
| 60 |

**SECTION TIPS**
You can also access this option from the toolbar select Standard Programming, highlight PLU’s and select Additional Items.

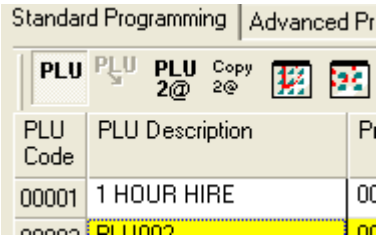
.

**ADDITIONAL PLU CHARACTERS**
This function can be used to add additional character descriptions to a PLU, either when it is registered or sent to an order printer and displayed. It can also be used to replace the receipt description when registering items. Up to 10 lines of text with a maximum of 24 characters can be added as an extra description.

**NOTE:**
When you create a description within the Additional PLU Characters screen it is only possible to link this description to one PLU. If you would like to use the same Additional PLU Character, then you must create a duplicate entry.

Allocate memory file #941

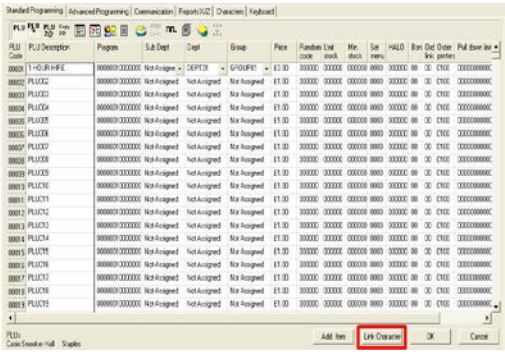
1. Program the description in the main plu file.




2. Click on the standard programming tab and select the plu programming icon 


3. Highlight the plu we have just created.

4. Click on the 'link character' button 

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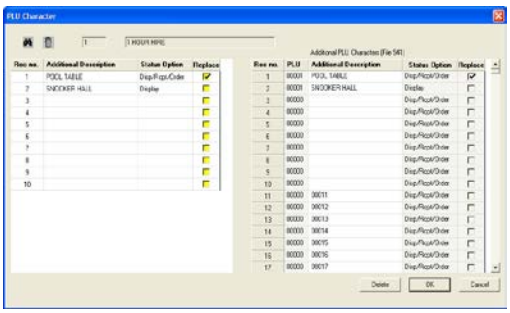
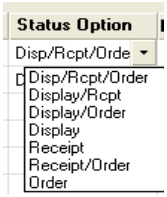
5. Now you are presented with the 'plu character' window. The plu that has been selected is displayed at the top of the screen. The left hand pane shows what may already be linked to the plu and shows the available records. Up to 10 records are available that can be linked to the plu. The right hand pane shows all available additional characters that are already linked. Here we modify our additional plu characters.



6. Starting with record no. 1 on the left pane enter your characters in the 'Additional Description' box.

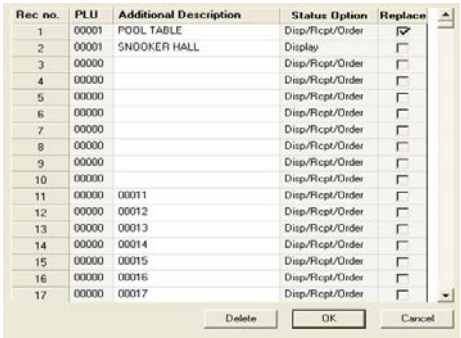
| Rec no. | Additional Description |
|---|---|
| 1 | POOL TABLE |

7. In the next box labelled 'Status Option' specify where your description will be displayed e.g. on the ECR Display, on the Receipt or on the Order Printer.




8. In the next box you have the option to replace the original plu description with the one you have just created.


9. In the following window you have a list of all additional characters that are stored.

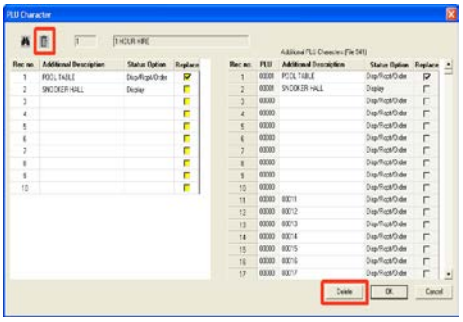


| Rec no. | PLU | Additional Description | Status Option | Replace |
|---|---|---|---|---|
| 1 | 00001 | POOL TABLE | Disp/Rcpt/Order | ☑ |
| 2 | 00001 | SNOOKER HALL | Display | ☐ |
| 3 | 00000 | | Disp/Rcpt/Order | ☐ |
| 4 | 00000 | | Disp/Rcpt/Order | ☐ |
| 5 | 00000 | | Disp/Rcpt/Order | ☐ |
| 6 | 00000 | | Disp/Rcpt/Order | ☐ |
| 7 | 00000 | | Disp/Rcpt/Order | ☐ |
| 8 | 00000 | | Disp/Rcpt/Order | ☐ |
| 9 | 00000 | | Disp/Rcpt/Order | ☐ |
| 10 | 00000 | | Disp/Rcpt/Order | ☐ |
| 11 | 00000 | 00011 | Disp/Rcpt/Order | ☐ |
| 12 | 00000 | 00012 | Disp/Rcpt/Order | ☐ |
| 13 | 00000 | 00013 | Disp/Rcpt/Order | ☐ |
| 14 | 00000 | 00014 | Disp/Rcpt/Order | ☐ |
| 15 | 00000 | 00015 | Disp/Rcpt/Order | ☐ |
| 16 | 00000 | 00016 | Disp/Rcpt/Order | ☐ |
| 17 | 00000 | 00017 | Disp/Rcpt/Order | ☐ |

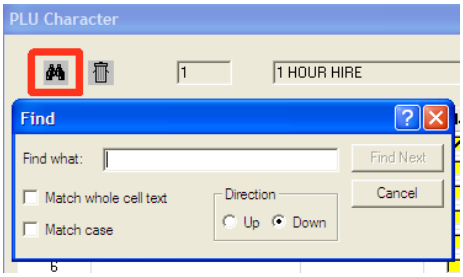
Delete OK Cancel

.

10. If you were to make a mistake it is possible to delete your entry by highlighting the record you wish to delete and clicking the delete button located at the bottom of the window. Alternatively you can use the speed key located at the top of the window.



11. Also featured is a search key allowing you to look for characters you have stored.




12. Once you have entered all your details click ‘ok’ and you are done.

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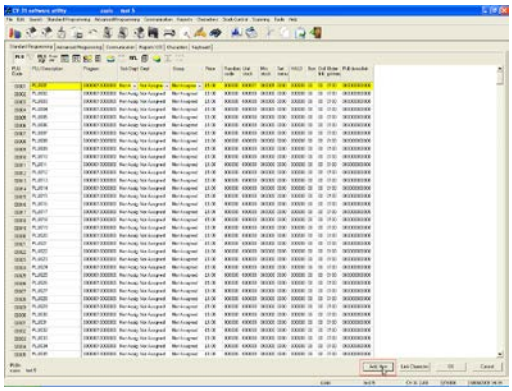
**REAL TIME STOCK**

An enhanced stock control system has now been incorporated into the QT6000 Pan Euro IPL 2.6x and above so that stock can easily be managed when using a network of 2 or more terminals. With the use of the newly added flag 'Stock Control' in Additional item programming, a real live stock count can be obtained from any ecr at any time without having to consolidate the stock record.

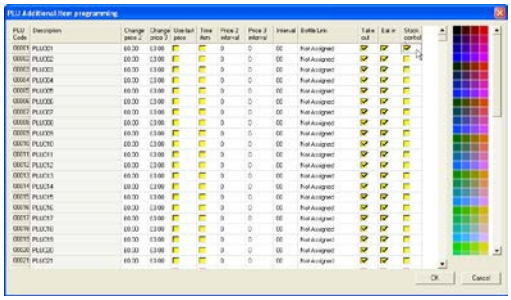
Note: CV-33 does not obtain live stock counts.

1. Allocate memory file 814 (Add. Item Programming)
2. Click on the PLU icon 

3. Select the additional item button at the bottom of the window




4. Tick the box for stock control relating to the plu you want to monitor




5. press ok

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**MIX AND MATCH**

Mix and match has been designed to allow discounted offers to be registered such as buy one and get one free. Mix and match on the Pan-European IPL differs from mix and match on the TE-4000 model range, in that mix and match is created in a dedicated file and is used for non-scanning items, while on the TE-4000 a status option must be set against a scanning PLU to link the item to an offer in the mix and match file. The Pan-European IPL allows a maximum of 99 mix and match records to be programmed, each record consists of one offer.

Mix and match have two types, Coupon or Mix and Match Discount the latter being the default type. Mix and match is used to apply a discount to the item set in the Target Item field. For example buy two items and get the second item discounted or free. Mix and Match with Item Combination, Mix and match with item combination allow a discount to be applied when an item is registered in conjunction with one or more items. This feature could be used for promoting specific products for example a customer purchasing a specific sandwich, crisps, and drink within the same transaction would automatically receive a saving. A maximum of five combinations can be set for each mix and match. Mix and Match with Sub-department, The sub-department link is used to associate similar items in a grouping rather than setting up an individual mix and match for each item.

This feature can be used for meal deals. For example, if a customer wants to offer mix and match discounting on all their sandwiches, crisps, and drinks, without the sub-department link a mix and match offer would be required for each item. This is not necessary if

You link each item to a designated sub-department. One sub-department is set as the target item; the remaining sub-departments are set as combination items. The mix and match file monitors the item count of the items linked to the sub-department and applies the discount once the quantity specified is reached.

**NOTE: Memory for mix and match file #51 must be allocated.**

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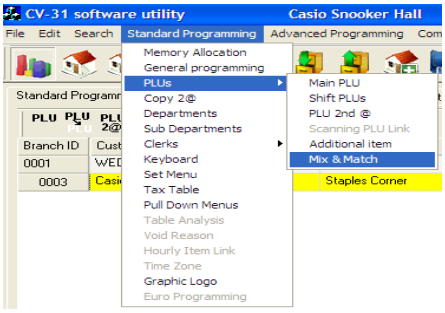
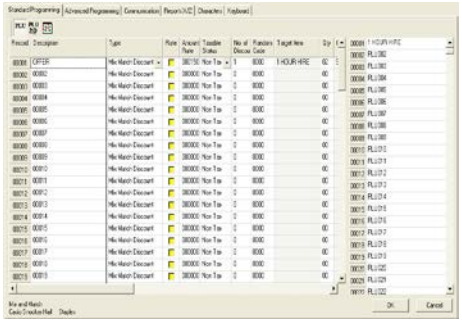
**TASK 1**

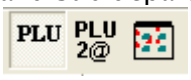
1. On the toolbar click on standard programming, highlight PLUs and select Mix & Match.




2. Mix & match programming window is now available.



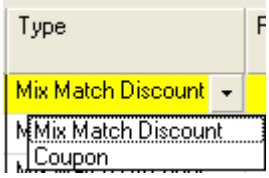
3. Automatically selected is the PLU icon located at the top of the window, this allows you to add PLUs to the mix and match. The other icons relate to adding 2nd@ PLUs and Sub departments to the mix and match.




4. Starting with record 00001 in the first column we have 'description' this is to give a title to the first mix and match.

| Record | Description |
|---|---|
| 00001 | SPECIAL OFFER |

5. In the next column we will set what type of mix and match, whether it will be mix and match discount or coupon.




6. In the next three columns we will set the amount of discount and whether it will be taxable or not. By ticking the rate box you will be discounting by a percentage, in the amount/rate box you will enter either the actual cash amount to deduct or the actual percentage, in the taxable status box you can select what taxable status from the tax table.

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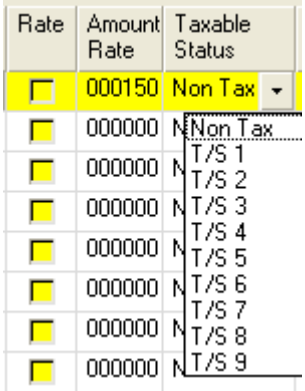
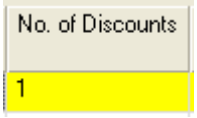
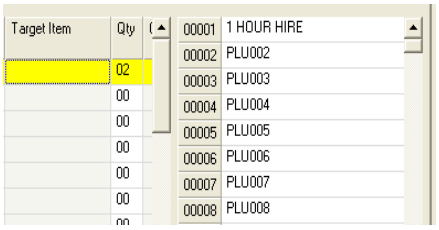



7. 'No. Of Discounts' column, here you will set the amount of times the discount would be used in a transaction, whether it will be once, twice, or all the time.




8. 'Random Code' column, if you were to setup a coupon discount, here you would enter the coupon number that would have to be entered at sale to apply the discount.


9. In the next two columns you will set the target item, the item sold in the discount and the amount of times the item has to be sold before the discount is applied.

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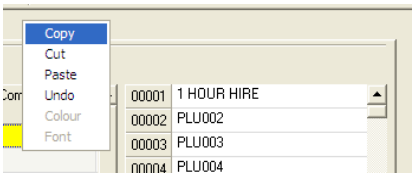
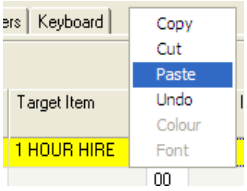
10. To add a target item, to the right you will see a list and in this list are PLUs, you can change this list by selecting the icons at the top of the window


(You can change the list to 2nd@ PLU or Sub Department), highlight the item and right click your mouse and select copy, highlight the target item box and right click and paste the item in the box.




In the Qty box you will set the amount of times the item will be sold before the discount is applied.

| Target Item | Qty |
|---|---|
| 1 HOUR HIRE | 02 |

11. 'Comb Item 1' (Combination Item) in this box you can add another item along with quantity, once sold with the target item the discount will be applied.

| Target Item | Qty | Comb Item 1 | Qty |
|---|---|---|---|
| 1 HOUR HIRE | 02 | CUE | 01 |

12. you can enable or disable a mix and match offer, this is useful when the offer is not required without having to delete a mix and match record

| Enable |
|---|
| ☑ |

13. Once you have finished entering your settings click ok and you are done.

Note: it is also possible to enable and disable a mix and match offer by arrangement.

:S0001 M-M-OFF:1 E (Disable Mix & Match)
:S0001 M-M-ON:1 E (Enable Mix & Match)

S0001 = Arrangement table no.
M-M-OFF = Mix and Match Off
M-M-ON = Mix and Match On
1 = Mix and Match record no.

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## UK MIX & MATCH

The mix & match programming allows discounts to be issued automatically when a combination of products have been sold in one transaction. It does not depend on the order of registration or to know in advance that you will be giving a discount.

The new mix and match tables are enhancements to the existing mix & match. The discount is applied at the end of the transaction or will display a temporary calculated total each time the subtotal key is pressed.

A new age verification feature has been added for products that have an age limit. This is used to record proof of age from the customer. This is important if the police or the local authorities send in a person to test the shop is verifying the customers age.

### The new mix & match offer types are as follows

- **Coupon**, when the transaction value is above a set amount a coupon will be printed with the discount amount encoded into the barcode.
- **Free Item**, When a PLU is sold another items is given away free of charge as part of a promotional offer. The item is registered at the full price but will be given away free of charge.
- **Cheapest Free**, when several items are registered the lowest priced item is given for free.
- **Set Price**, a selection of items can be sold for a fixed price
- **Stepping quantity** discount, the more of an item you buy the cheaper it gets.

### Age Verification for Products that require proof of ID

When a product is linked to a department with an age restriction it will prompt with a list of preset messages. These messages are printed onto the journal to show which proof of ID was shown.

If an item with an age limit is registered for example a minimum age of 18, it will prompt for proof of ID, if a product with a minimum age of 21 is sold afterwards it will prompt again for Proof of ID because of the increase in age.

If a product with a minimum age of 21 is sold first it will **not prompt** for any products set to 18 year. The prompt for proof of ID will only occur once in a transaction unless a product with a greater age is registered.

### Memory allocation files used;

UK Mix & Match – file no.78
UK Age Verification – file no.778
UK Additional Department – file no.878

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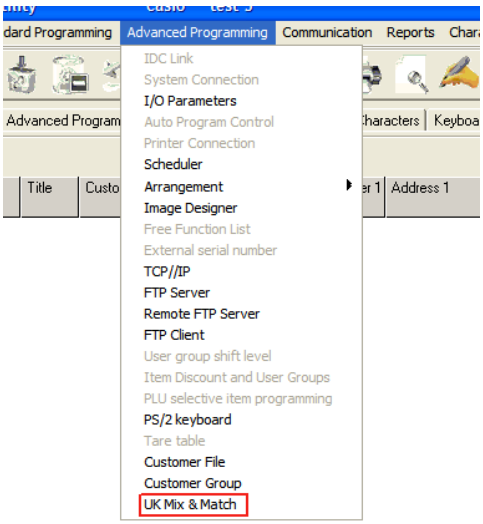
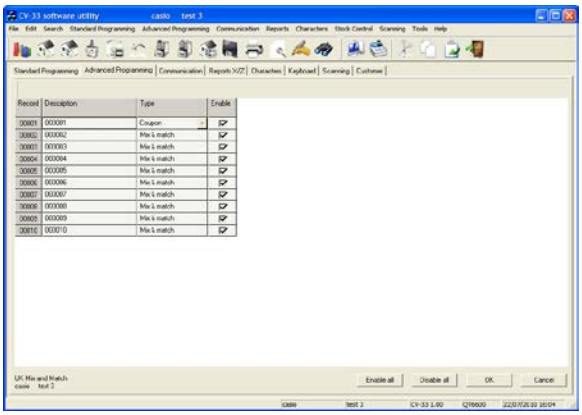
## Coupon

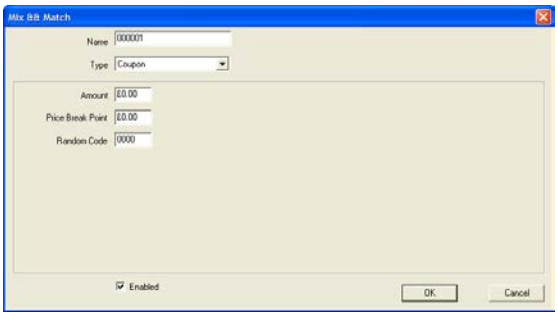
The coupon mix and match will print a discount coupon on the receipt printer. When the transaction is finalised if the value exceeds the amount programmed for the **Price Break point** in the coupon mix & match offer, it will issue an in-store coupon with a discount amount embedded into the barcode. This coupon can then be redeemed as part of another transaction.

1. from the menu bar select advance programming then select uk mix & match from the list




2. double click an available record to open the edit screen



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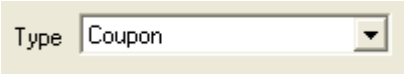
3. Program a **Descriptor** that will identify the mix & Match offer.

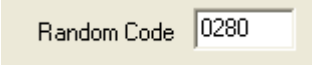

4. Set the **Type** to coupon




5. The **Amount** is the value of the discount coupon


6. When the transaction total is greater than the **Price Break point** it will automatically issue a discount Coupon. For example if the transaction total is more than £5.00 a coupon is issued


7. **Random code for coupon** this is a 3 digit prefix for the barcode to identify it as a discount.




Note:

a) it is necessary to enter a code here, without this code the ecr produces an unusable barcode that cannot be used as a coupon
b) be careful not to use a random code that would cause conflict with existing scanning plu's

8. **Enable this Record** allows the offer to become active or inactive.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**Free item**

This offer allows an item to be given away free of charge. The free of charge item must be registered before it is given away free.

1. Program a **Descriptor** that will identify the mix & Match offer.

   Name FREE ITEM

2. Set the **Type** to **free item**.

   Type Free Item

3. **Number of Discounts (0~9)** this is the number of times this offer can be used in one transaction. 9 Specifies it can be used an unlimited number of times.

   Number of Discounts 9

4. **Target Item** can be a PLU, 2nd@ PLU, Scanning PLU or a sub-department. If the target item is set to sub-department then any PLU or scanning item with this link will be classified as a target item.

   Target PLU0001 PLU

5. **QTY** this is the number of target items that must be sold before the free item is reduced.

   Target QTY 02

6. **Free Item**, this is the item that is going to be given away free, this can be a PLU, 2nd@ PLU, Scanning PLU or a sub-department

   Free Item PLU0002 PLU

7. **Enable this Record?** Allows the offer to become active or inactive.

   ☑ Enabled

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**Cheapest Free**

This offer allows the cheapest item to be given away free of charge. Once all items have been registered, when the subtotal is pressed or the Cash button, the cheapest item will be given away free.

1. Program a **Descriptor** that will identify the mix & Match offer.

   Name CHEAPEST FREE

2. Set the **Type** to **Cheapest Free**

   Type Cheapest Free

3. **Number of Discounts (0~9)** this is the number of times this offer can be used in one transaction. 9 Specifies it can be used an unlimited number of times.

   Number of Discounts 9

4. **Target Item** can only be a sub-department. All products that are part of this offer must be linked to a sub department.

   Target Sub Dept 000001 Sub Dept

5. **QTY** this is the number of target items that must be sold before the cheapest item free offer is applied.

   Target QTY 02

6. **Enable this Record?** Allows the offer to become active or inactive.

   ☑ Enabled

.

**Set Price**

This offer type allows a selection of PLU, 2nd@ PLU, Scanning PLU or a sub-department to be sold at a set price regardless of the individual prices.

1. Program a **Descriptor** that will identify the Mix & Match offer.

   Name SET PRICE

2. Set the **Type** to **Set Price**

   Type Set Price

3. Set an **Amount**, if you take an example of a set meal of £10, this will apply the discount to make the final price of £10

   Amt £10.00

4. **Taxable Rate,** this is used for the tax calculation if the target item contains a sub-department.

   Tax Rate T/S 1

5. **Number of Discounts (0~9)** this is the number of times this offer can be used in one transaction. 9 Specifies it can be used an unlimited number of times.

   Number of Discounts 9

6. **Target Item** This can be a PLU, 2nd@ PLU, Scanning PLU or a sub-department

   Target Sub Dept 000001 Sub Dept

7. **QTY** this is the number of target items that must be sold before the set price is applied.

   Target QTY 02

8. **Comb itm 1 ~Comb itm 5** up to 5 additional items can be linked to the main target item. Each one can be a PLU, 2nd@ PLU, Scanning PLU or a sub-department with its own required quantity field.

   Comb 1 PLU0001 PLU
   Comb 1 QTY 01

9. **Enable this Record?** allows the offer to become active or inactive.

   ☑ Enabled

.

**Stepping Discount**

This offer type gives discounts based on the quantity of items sold. When the product is sold it will apply the discount based on the final quantity. It does not matter if all items were registered in the same part of the transaction.

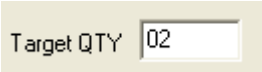
1. Program a **Descriptor** that will identify the mix & Match offer


2. Set the **Type** to **Stepping Qty Disc**

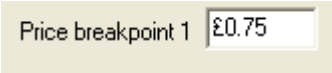

3. **Taxable Status** this is used for the tax calculation if the target item contains a sub-department


4. **Target Item** This can be a PLU, 2nd@ PLU, Scanning PLU or a sub-department

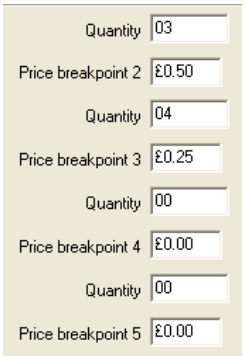

5. **QTY** this is the number of target items that must be sold for the first price break point



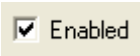

6. **Price breakpoint 1** Price is the package price for the first quantity.




7. A total of 5 Price breakpoints & quantities can be set in one offer.




8. **Enable this Record?** Allows the offer to become active or inactive.

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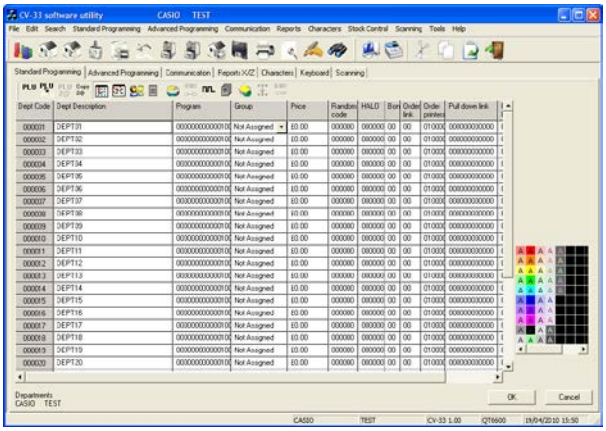
### Maximum Savings

This flag is used to prioritise in which the mix & match offers are applied. If no value is programmed the offers will be applied sequentially.

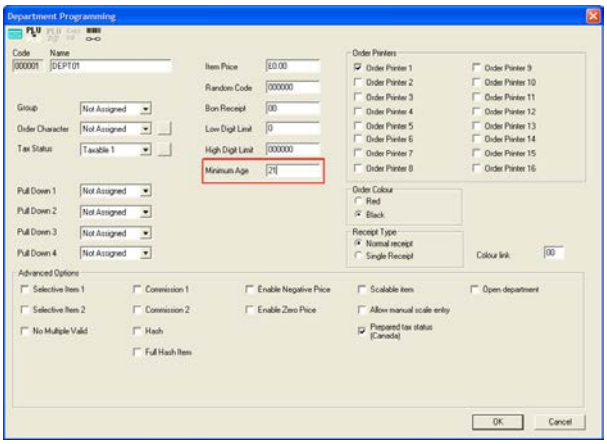
### Programming Age Verification

In each department we need to set the minimum age. When the item is sold, a message prompt appears which allows you to select a proof of I.D.

1. Click the Department  icon on the main tool bar.
2. The Department grid appears



3. You can set additional options on the grid or double click to display the Department Programming screen.



4. Set the minimum age (all items liked to this department will be prompted for age verification) then click on the OK button.
5. Click on the OK button on the Department grid to return to the Branch List screen.

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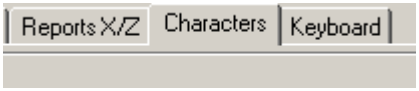
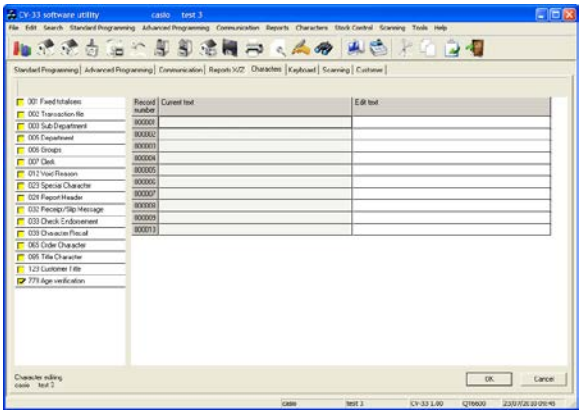
## Programming Age verification Messages

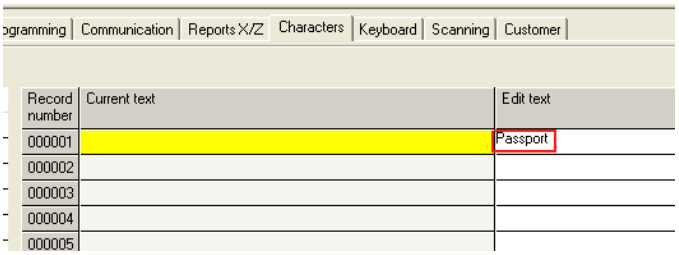
These are the messages that will be listed as proof of I.D. If proof of I.D. is not available then pressing the Escape key will close the message file and not sell the registered item

1. Click on the Character Tab



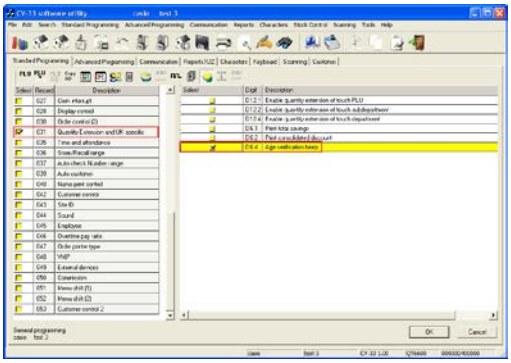
2. Click in the yellow tick box next to the record you want to edit e.g. 778 Age verification
3. Click in the Edit Text column on the right
4. Type in the new characters and press Enter




5. Click on the Send button to transfer the program to the ECR
6. You can view the original text stored in the Original Text column.

## Age Verification Beep

The age verification beep alerts the shop keeper when age verification is required. This flag is found in general programming



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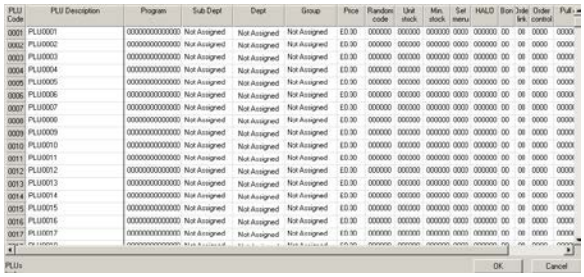
## SUB DEPARTMENT CREATION

The sub department link enables you to break down your sales even further. A practical suggestion for using a sub department link is in a fashion store environment. By linking a style to a department, size to a group, and colour to a sub department you can analyse which is your best style, colour, and size. The setting up of a Sub Department is similar to creating a Department

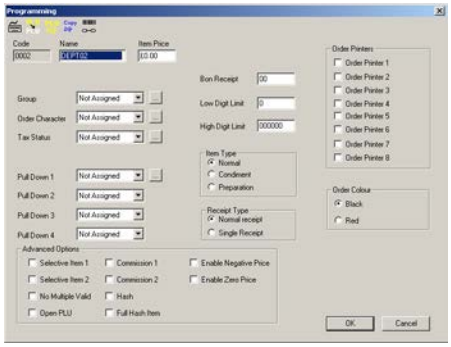
### TASK 1

Ensure you have assigned memory for file 0003 the Sub Department on the Memory Allocation screen.

1. Click the Sub Department  icon on the main tool bar.
2. The Sub Department grid appears:



3. Click once in the Description field for Code 001 enter the name of the Sub Department.
4. You can set additional options on the grid or double click to display the detailed programming screen for the selected department:



5. Set any additional options then click on the OK button.
6. Click on the Send icon to transfer the Sub Department file to the ECR
7. Click on the OK button on the Sub Department grid to return to the branch list screen.

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## LINK A PLU TO A SUB DEPARTMENT

### TASK 2

1. Enter the PLU grid and link the PLU to the newly created Sub Department.
2. See Department Creation; Link a PLU to a Department in the Quick Setup section.

**SECTION TIPS:**
The Sub Department screen can also be displayed by selecting Standard Programming ¦ Sub Departments on the main menu

Use the builder buttons on the PLU Programming screen or the Department screen to display the quick access screen. Click on the builder button next to the Sub Department Pull Down list to display the Sub Department Programming screen. Use this option when available for quick programming.

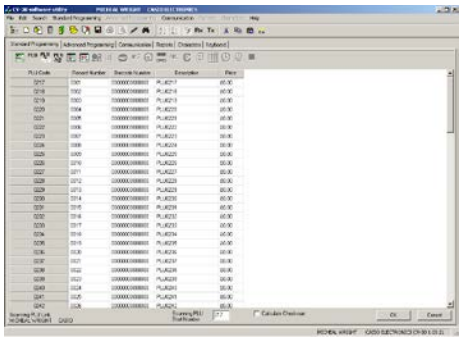
## SCANNING PLU CREATION

The scanning PLU file is linked to the normal PLU file. The scanning PLU file contains all product barcodes, whereas the unit price, product description, totalisers and other related options are contained in the PLU file. The following scanning PLU types are supported UPC-A/EAN-13/EAN-8 and in-house barcodes.

### TASK 1

You must allocate enough memory in the PLU file 0004 for both normal and scanning PLU's. For example if you want 300 PLU's and 100 scanning PLU's allocate 400 records for the PLU file and 100 records for the scanning PLU file 0016.

1. Click the Scanning PLU Link icon on the main tool bar.
2. The Scanning PLU grid appears:



3. Notice that a default scanning PLU start number is shown 217, which corresponds with PLU code 217. PLU code 217 up 316 is reserved for scanning.
4. Enter a new number in the Scanning PLU Start Number field if required.
5. Click in the first record.
6. Enter a barcode number such as 4006381 333672
7. Click the description field and type the product name.
8. Enter a price in the price field.
9. Click on the Send icon to transfer the Scanning PLU file to the ECR.
10. Click on the OK button
11. Click on the PLU icon
12. Click on the Send icon to transfer the PLU file to the ECR.

.

**TASK 2**

An OBR key allows you to register a scanning item by entering the scanning Barcode manually.

**ASSIGNING AN OBR KEY**

1. Enter the Keyboard screen
2. Click on the Function speed button
3. Click on “Click this for a New Function”
4. Click in yellow box net to Multiply/Scanning
5. Drag and drop OBR to the keyboard layout.

**SECTION TIPS:**

The Scanning PLU Link screen can also be displayed by selecting Standard Programming ¦ PLU’s ¦ Scanning PLU link on the main menu.

You can use the File Selection screen to download both the PLU file and the Scanning PLU file to the ECR.

Click in the Calculate Checksum box if you want to use in-house codes and you want the software to calculate the check digit.

**NOTE:**

In house or created barcodes should be used with the number ranges **20 to 29** as this number range is recognised as the standard for in house codes. In house codes can also be 8 digits in total. The eighth digit is automatically calculated for you **25**12345.

Calculated Barcode Numbers:
Eight Digit Barcode - 25123451
Thirteen Digit Barcode - 201234578901
Ensure you allocate enough memory in the PLU file for normal and scanning PLU’s.

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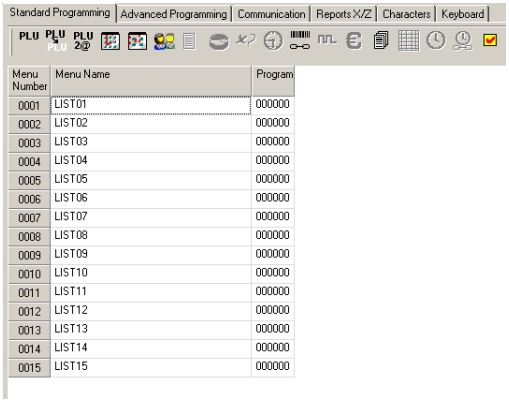
## PULL DOWN GROUP PROGRAMMING

Pull Down Groups allow you to maximise the ECR keyboard space by assigning PLUs to a list button. For example you could have a Pull Down group called Wines, which allows the cashier to select from the list of Wines to sell to the customer.

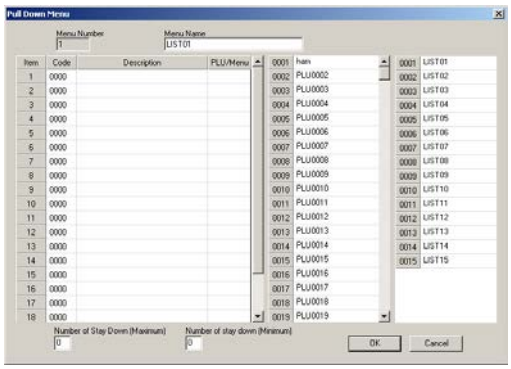
## STANDARD PULL DOWN GROUP

### TASK 1

1. Click on the Pull Down Group speed button on the Standard Programming tab.




2. Double click on List01




3. Drag and drop the PLU's that you want displayed within the list into the Description column, place the PLU onto an empty cell.
4. Type a name in Menu Name field for the Pull Down Group
5. Click on the OK button
6. Click on the Down Arrow to send the program to the ECR.

## TO ASSIGN A PULL DOWN GROUP TO THE KEYBOARD

### TASK 2

1. Click on the Keyboard Tab
2. Click on the Pull Down Group speed button
3. Select the Menu Name from the Pull Down Group List and drag it to the keyboard layout.
4. Click on the Send icon to transfer the program to the ECR.
5. Click on the OK button to return to the Branch List screen.

.

**TO LINK A PLU PULL DOWN GROUP**

**TASK 3**

1. On the Branch List screen click on the PLU speed button
2. Double click on the PLU grid to display the PLU Programming screen
3. Select the name of the Pull Down Group from the Pull Down drop list
4. Click on the OK button
5. Click on the Send icon on the PLU grid.

**SECTION TIPS:**
You can link up to four Pull Down Groups using the Pull Down Group combo box.
To force a Pull Down Group to stay down set the minimum and maximum number of stay downs to 9. You must also change the General Programming option 2522 digit 1 to equal 1 "Fast Food". Select General Programming from the Standard Programming menu.
The Pull Down Group screen can also be displayed by selecting Standard Programming ¦ Pull Down Groups. It is also possible to link Pull Down Groups together. By dragging and dropping a list within a Pull Down Group menu.

(SEE THE PULL DOWN SECTION FOR THE QT-6000 FOR ADDITIONAL PROGRAMMING FEATURES)

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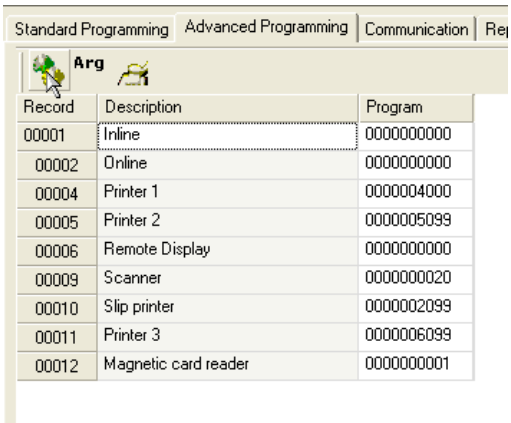
## PAN EURO SCANNING

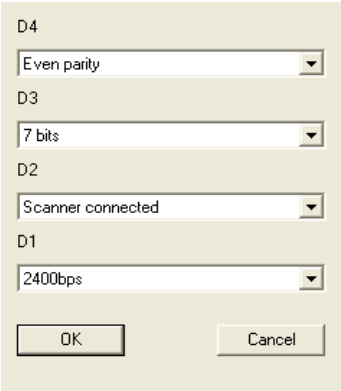
The Scanning PLU screen allows you to set up scanning PLU's, which can then be scanned into the ECR. This section explains how to quickly set up a scanning PLU and their related functions, it then explains in detail specific options available on screen. Connect the Scanner to Com port 2 on the ECR. Then set up the scanner in the I/O Parameters. This setup is for the metrologic orbit scanner ms7120 (you would have pre programmed the scanner with it's own setup options)

1. From the advanced programming tab select I/O parameters speed button. 




| Record | Description | Program |
|---|---|---|
| 00001 | Inline | 0000000000 |
| 00002 | Online | 0000000000 |
| 00004 | Printer 1 | 0000004000 |
| 00005 | Printer 2 | 0000005099 |
| 00006 | Remote Display | 0000000000 |
| 00009 | Scanner | 0000000020 |
| 00010 | Slip printer | 0000002099 |
| 00011 | Printer 3 | 0000006099 |
| 00012 | Magnetic card reader | 0000000001 |

2. Under the description list double click scanner, which is record 9.
3. Set D4 to even parity
4. Set D3 to 7 bits
5. Set D2 to scanner connected
6. Set D1 the Baud Rate to 2400bhp.
7. Select OK to save




The scanning PLU file unlike previous versions of IPL is not linked to the normal PLU file (file #4), however it has it's own file (file #16) where a number of other files reside within the scanning plu file such as Not found PLU, Several price levels and additional reporting which would be used for stock. The scanning PLU file contains all product barcodes; unit price, product description, totalisers and other related options are contained in the PLU file. The following scanning PLU types are supported UPC-A/UPC-E/EAN-13/EAN-8 and in-house barcodes.

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## MEMORY ALLOCATION FILES (SCANNING)

Additional Character – file #941
Additional Scan Reports – file #716
Ad-Hoc label file – file #1010
Batch Maintenance – file #70
Bottle Link – file #73
Bottles In – file #960
Bottles In/Out – file #962
Bottles Out – file #961
Combi Box – file #977
Main Scanning batch file – file #1009
Multi EAN – file #75
Non-PLU – file #976
One Touch NLU – file #77
Scanning PLU – file #16, #116 - #616
Shelf edge label file – file #1011
Shift PLU – file #55 (also used for scanning price levels)
S-PLU Mix & Match – file #56
Tare Table – file #127
Used Bottle Coupons – file #963
VMP – file #40

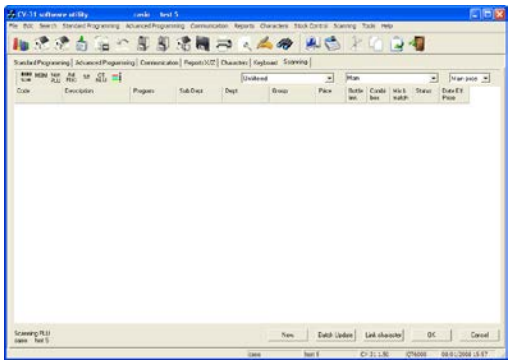
## CREATING A SCANNING PLU (PAN EURO)

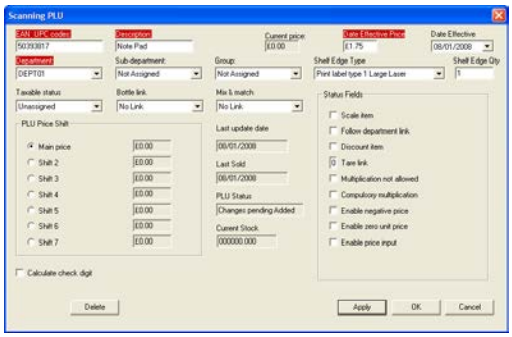
The following steps describe how to create a Scanning PLU. Additional programming is available for Scanning PLU's this is explained after these basic steps.

Adding a Scanning PLU

1. Click on the scanning tab to access the main scanning screen.

2. Select the button called new to access the scanning editing screen.






3. Enter a valid bar code number in the EAN/UPC Code field 50393817

4. Enter a description Note Pad

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5. Enter the selling price in the Date Effective Price field £1.75

6. The Date Effective is defaulted to the current PC date. Leave the defaulted date. Using Date Effective is explained in detail in the section dealing with Scanning Price Changes.

7. Use the Combo box and select the Department link and any additional groupings in the Sub-department and Group Combo box.

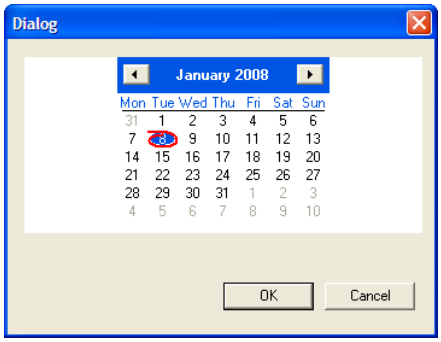
8. Shelf Edge label Type combo box is defaulted to No label type selected, use the combo box to change to a different label if necessary.

9. The Shelf Edge Qty is defaulted to 1 it refers to how many labels should be printed for this barcode. (See Shelf Edge Selection for a detail explanation of the different labels.)

10. Assign a tax status if applicable. (See Tax Table Programming).

11. The Status Fields list additional options that are available for scanning PLU's. Insert a tick in the Permit multiplication operation. This allows the cashier to scan an item as a multiple. For example if there are 3 boxes of Note Pads, the number of items need only be entered then scanned.
12. Click on the Apply button and press ok.
13. To send to the ecr select the 'Batch Update' button 

from the main scanning grid
14. You are now shown the calendar which allows you to send all changes pending for a specific date




**UPC BARCODES**
For the UPC barcode the last digit is left off when programming through CV-33. Therefore the following 8 digit UPC barcode 06491430 should be entered not with the last digit 0. It should be programmed in the software as 0649143.

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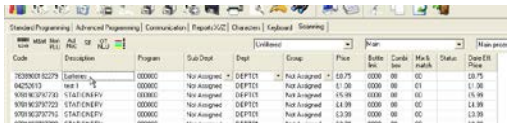
## SEARCHING SCANNING PLU'S

The PLU that you have programmed is now moved to a file called Changes Pending, which are PLU's that have been added, modified, or deleted and are awaiting to be sent to the ECR. Once the scanning PLU has been sent to the ECR, it is moved to the Main Scanning PLU file.

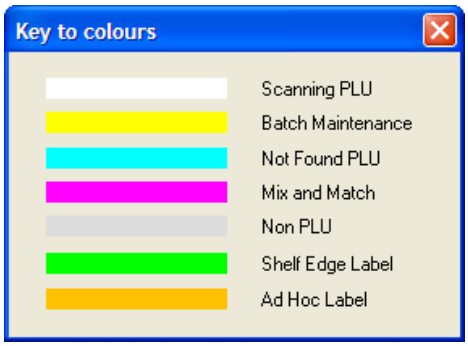
1. Click on an item in the column you want to search by for example if you want to search by description highlight an item's description by single clicking with the left mouse button.



2. Click on the icon that resembles a pair of binoculars  called 'Find'. Now the 'Find' window is displayed; type the description of the item and select 'Find next'. The main scanning grid now highlights in yellow the PLU that has just been created and is waiting to be sent to the ECR. At the moment one should be shown.

3. Select Main on the filters combo box. The search grid now displays all the scanning PLU's that have been sent down to the ECR. It will be blank if no scanning files have been sent down.

4. By selecting the icon  from the main scanning grid this gives you a colour index to help identify the various colours used on the main scanning grid

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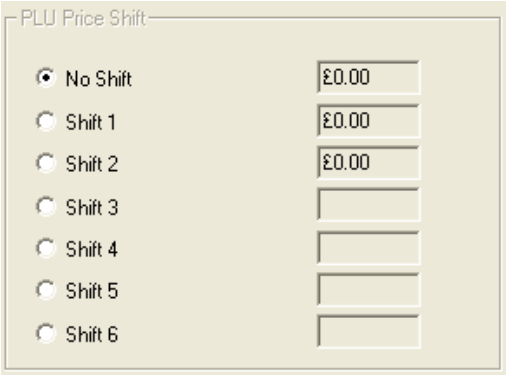
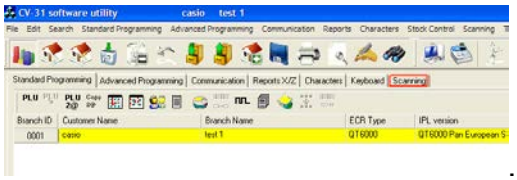
## SETTING THE PLU PRICE SHIFT

Setting up the PLU Price Shift allows the Scanning PLU to have several prices, while still using the same Bar Code. Using a Shift Plu key will select the different prices. This function can be used for Trade and Retail Prices, or if you have a Preferential Customer Rate.



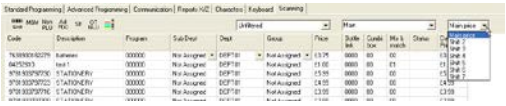

1. Open the Scanning PLU screen if this is closed. Click on the Scanning tab on the Main CV-33 screen




2. Double click on an item to display the Scanning PLU edit screen.

3. Select the radio button PLU Price Shift 2 Input the price in the date effective price field and press the Save button.

4. After programming you can see the new changes by selecting the filter 'Changes Pending' on the main scanning grid. You can also filter through the several different price levels.



5. Establish a routine that any changes you make to a Scanning PLU you view using the Changes Pending file on the Scanning PLU screen, before you send the changes down to the ECR. Therefore you can ensure what is sent down to the ECR is correct.

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## PLU STATUS

The Status field indicates whether or not this PLU has been added, modified or deleted.

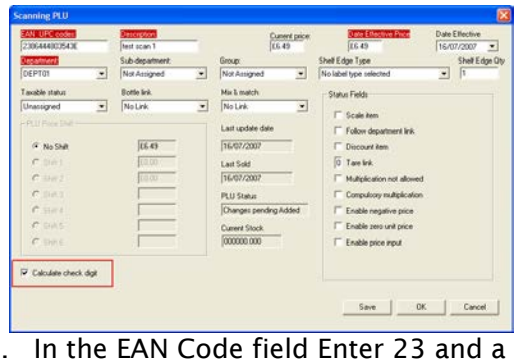
| ıbi | Mix & match | Status | Shift |
|---|---|---|---|
| | 00 | | 0 |
| | 00 | Added | 00 |
| | | | |

## CALCULATE CHECK DIGIT

The Calculate Check Digit function allows the creating of in house bar codes, and verifies that the bar code is valid. It allows you to allocate a barcode to goods that you are using or making that do not have a barcode by creating your own.
There is a range of reserved standard numbers that are used for creating barcodes. The following barcode is an in house barcode 2012345678903 that has not be issued by the EAN organization, which control European barcodes. It was created using the software by calculating the check digit verifies that this barcode will not conflict with an issued barcode.

1. Open the Scanning PLU screen if this is closed. Click on the Scanning icon on the Main CV-33 screen

2. Click on Calculate Check Digit box




3. In the EAN Code field Enter 23 and a 10 digit random number such as 238644480354 the 13th digit will be automatically calculated.

4. Select the description box by pressing tab on the keyboard or click in the description field using the mouse.

5. Complete the remaining fields to create the PLU. (See Creating a Scanning PLU for a detailed explanation)

In house barcodes should be used with the number ranges **20 to 29** as this number range is recognised as the standard for in house codes. Therefore **22**1234567890 or **24** followed by 10 digit random number are valid options. You should use the ranges mentioned. In house codes can also be 8 digits in total. The eighth digit is automatically calculated for you **25**12345.
**Calculated Barcode Numbers**
Eight Digit Barcode -25123451
Thirteen Digit Barcode -201234578901

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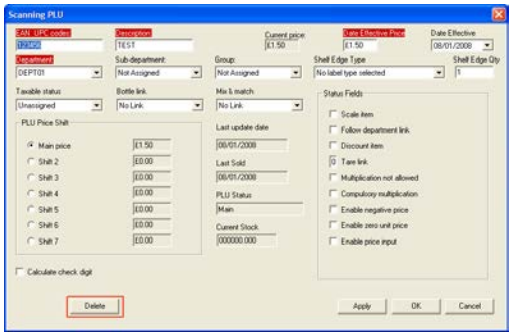
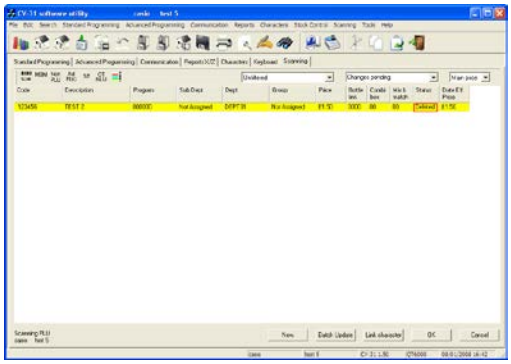
## DELETING A SCANNING PLU

To delete a scanning plu follow these steps

1. On the main scanning grid select an item and double click to open the edit screen
2. Select the button called 'Delete'




3. You are now brought back to the main scanning grid where your item is now shown in yellow meaning 'changes pending' and the status shows 'deleted'



4. Select 'Batch Update' to execute the deletion

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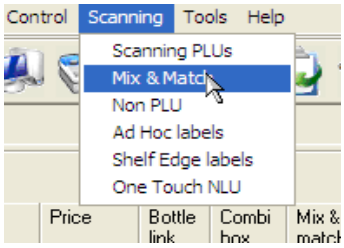
**MIX AND MATCH (SCANNING PAN EURO)**

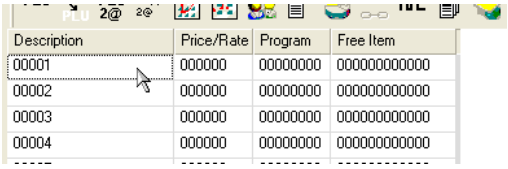
The Mix and Match screen enables you to set up special offer's for Scanning PLU's such as buy 1 item and get the next item free. You can only assign PLU's that are part of the Main Scanning PLU file to a Mix and Match offer. PLU's that are in the Changes Pending file can not be added to the Mix and Match, you must send this down to the ECR then you can add it to a Mix and Match offer.

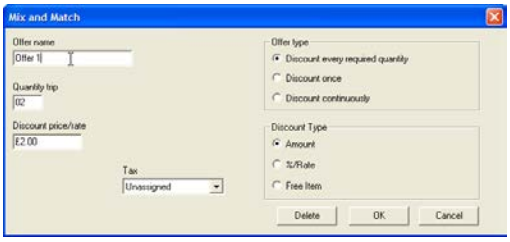
Click on Scanning on the main task bar and highlight Mix and Match to display the screen.




**SETTING UP MIX AND MATCH**

1. Select the Description 1 record from the Mix and Match Table. The selected record name appears under Offer Name.



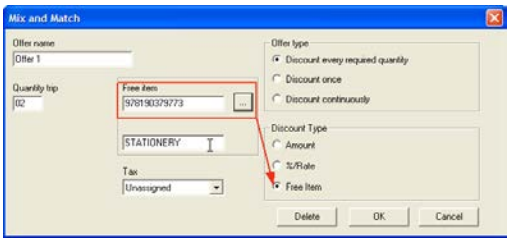




2. Type in the name of the offer.

3. Select the Offer Type Discount Every Required Qty. (See Offer Type Explanation for detailed description of the different offers available).

4. Quantity trip indicates how many of each item needs to be sold before the discount starts. Enter 3 in this field.

5. In the Discount Price field insert 1.00. This field refers to the discount type this indicates how much is to be discounted from the items selected as an amount or percentage. When using the free item selection this allows you to add another scanning plu to be sold for free rather than using an amount or percentage, to use this you must add an existing scanning plu barcode into the free item field.

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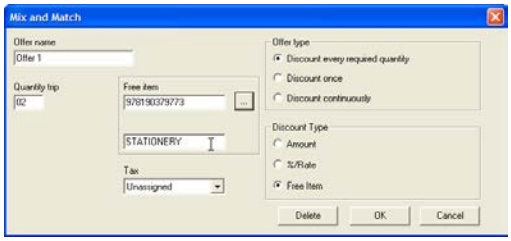
6. Select a Tax rate in the Tax combo box if this has been set up. (See Tax programming for a detailed explanation of setting up the tax rate).

7. Click on the OK button.

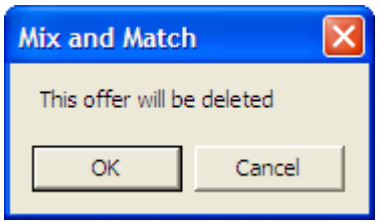
**Note: When selecting a discount type only the relevant information is shown according to the type of discount selected for example if you select 'free item' as discount type only the option to select a free item is shown and no price fields are shown.**




**DELETE OFFER**

1. Double click to open an Offer record from the Mix and Match Table field.

2. Click on Delete button. The warning message 'This offer will be deleted'




3. Select OK to delete the record.

**OFFER TYPE EXPLANATION**

**Offer Type 1 - Discount Every Required Qty**
Selecting this option will discount each amount that is equal to the quantity trip indicated.
For example:
Item unit price = £3.00
Qty Trip = 3
Discount = £0.50
Qty

1. £3.00,
2. £3.00,
3. £3.00
4. **£2.50, Discount of £0.50 applied**
5. £3.00,
6. £3.00,
7. £3.00
8. **£2.50 Discount of £0.50 applied**

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**Offer Type 2 - Discount Once**
Selecting this option will only discount once the amount that is equal to the quantity trip indicated, additional registration of the amount will not apply a discount.
For example:
Item unit price = £3.00
Qty Trip = 3
Discount = £0.50
Qty

| | | | |
|---|---|---|---|
| 1. | £3.00 | 5. | £3.00 |
| 2. | £3.00 | 6. | £3.00 |
| 3. | £3.00 | 7. | £3.00 |
| 4. | **£2.50 Discount of £0.50 applied** | 8. | **£3.00 Discount of £0.50 NOT applied** |

**Offer Type 3 -Discount Continuously**
Selecting this option will discount the amount that is equal to the quantity trip indicated, and then every item that is register will have a discount applied,
For example:
Item unit price = £3.00
Qty Trip = 3
Discount = £0.50
Qty

| | | | |
|---|---|---|---|
| 1. | £3.00 | 5. | £3.00 |
| 2. | £3.00 | 6. | **£2.50, Discount of £0.50 applied** |
| 3. | £3.00 | 7. | £3.00 |
| 4. | **£2.50, Discount of £0.50 applied** | 8. | **£2.50, Discount of £0.50 applied** |

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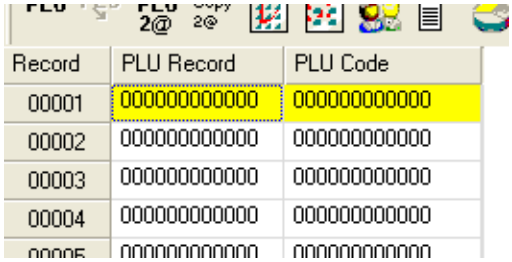
**ONE TOUCH NLU (PAN EURO)**
One Touch NLU allows you to assign fast moving items that have barcodes to the keyboard of the ECR. An example of a fast moving item is newspapers.
Before programming this operation it is necessary to assign memory for this function on the Memory Allocation screen File 77 One Touch NLU. It is also necessary to assign a One Touch NLU key, which is function 138 onto the keyboard.

1. Enter the Keyboard screen and assign a One Touch NLU key onto the keyboard.

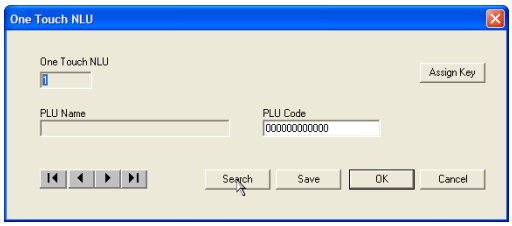
2. One Touch NLU is located in the Key Type field under the heading Other Functions.

3. You then need to use the scroll bar to locate One Touch NLU function 138. (See Keyboard programming for a more detail explanation of programming the keyboard).

To display One Touch NLU screen. Click on Scanning on the main task bar and select One Touch NLU.




1. Double click the first record to bring up the One Touch NLU programming.




2. Click on the search button to display the Main Scanning PLU file. Locate and select the scanning PLU that is to be assigned to the keyboard.

3. PLU Name and PLU code displays the selected scanning PLU.

4. Click on the Assign Key button.

5. Select the NLU key to establish the link; the key will change to the PLU Name description confirming the link has been established. Click on the OK button to return to the One Touch NLU screen.

6. Click on the OK button to return to the main screen.

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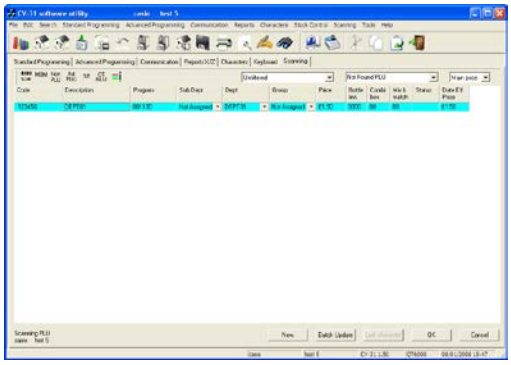
**NOT FOUND PLU (PAN EURO)**

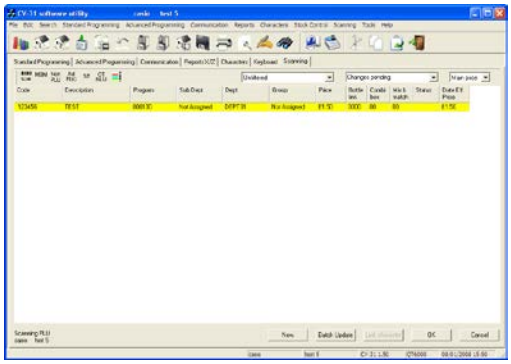
A scanning PLU can be registered on the ECR without having been setup through direct maintenance or batch maintenance.
The scanning PLU can then be assigned a price and a department to the ECR manually. This is known as a Not Found PLU. A scanning PLU that has been registered in this way on the ECR becomes a Not Found PLU when you take a 'Daily Z' report of the scanning file 26 in CV-33. You can see all Not Found PLU's in the scanning main grid by using the filter combo box.

1. Select the Not Found PLU on the scanning grid by double clicking. The scanning plu edit screen is now displayed.



2. Enter the description of the PLU, the date effective price and any additional programming and save the PLU in the normal way.

The PLU is now added to the changes pending file and is no longer a Not Found PLU. Once the PLU is sent down to the ECR it will be transferred from the changes pending file to the main scanning file.



Note: It is also possible to take a periodic report 1 and 2 and consolidated daily, periodic 1 and 2 Z reports to transfer 'Not found PLU's' in to CV-33

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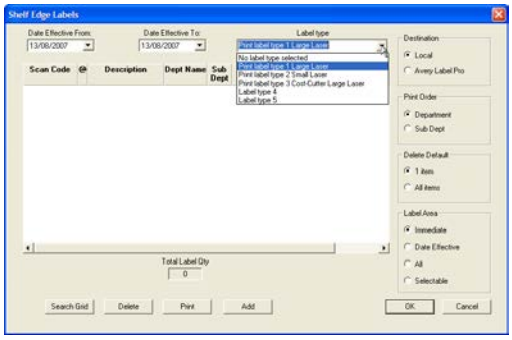
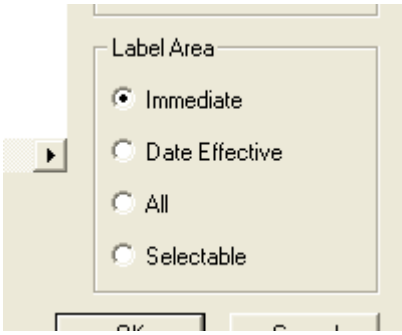
**SHELF EDGE LABELS (PAN EURO)**
A number of different style barcodes can be printed from the shelf edge label screen. Shelf edge labels are used on different size store shelving.
When a scanning PLU is first created it is necessary to specify which shelf edge label type is to be used for the PLU.
The shelf edge labels screen displays all scanning PLU's that have been assigned a shelf edge label type.
Note: only labels that have not been printed are contained within this screen.
To display the shelf edge labels screen click on scanning on the main taskbar and select shelf edge labels.




**PRINTING A SHELF EDGE LABEL**

1. Use the label type combo box to list the shelf edge labels. Select label type 1 large laser.
2. Use the radio buttons to specify the range of the labels to be printed in the label area section. Select the immediate option; these are labels with today's date or before that have not yet been printed. The labels that are displayed will change according to the selected criteria.




3. In the print order field you can select either department or sub-department. This allows you to print all labels for the department then all labels for the sub-department. Leave the department option selected.
4. Click on the print button. The print screen is shown. Ensure all settings are correct then click ok.

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## SHELF EDGE LABEL DISPLAY EXPLANATION

### LABEL AREA

**Selectable** – use this in conjunction with the add button to reproduce a label. Selectable clears the screen so that only the details of the barcode selected from the scanning search screen are displayed.
**Immediate** - show all labels of today's date and before that have not yet been printed.
**Date effective** - use in conjunction with the range fields display labels from and to and specific date.
**All** – displays all labels

### PRINT ORDER

This allows you to print all labels for the department then all the labels for the sub-department.

**Delete default** – use in conjunction with delete button.
**1 item** – deletes only a single record
ALL ITEMS - **DELETES ALL RECORDS**

1. Select the search button on the shelf edge screen to display the scanning search screen, which displays all shelf edge labels for all departments. Use the search index and department filter to specify the criteria to perform the search.
2. Double click on the scanning PLU that you want to print the label.

### DESTINATION

**Local** – use CV-33 to print the label
**Avery label pro** – exporting of the shelf edge label to third party software for printing of the shelf edge label.

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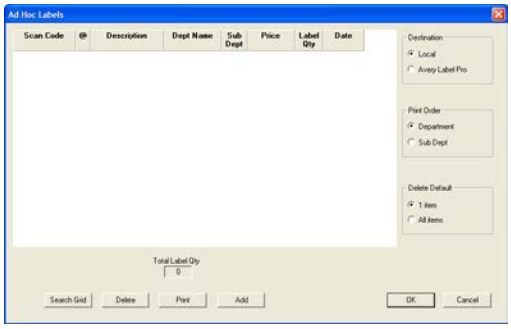
**AD-HOC LABELS (PAN EURO)**
The ad-hoc labels screen is used to print barcode labels to attach to the actual product. To display the ad-hoc labels screen click on scanning on the main taskbar and select ad-hoc labels.




1. Click on the add button. This displays all scanning PLU's in the main scanning file.
2. Locate and select the scanning plu that you want to add. Use the combo boxes to filter the items, use the search index and department filter to display records that meet the specified filter. Enter search criteria in the text entry field.

**Destination**
**Local** – use CV-33 to print the label
**Avery label pro** – exporting of shelf edge label to a third party software for printing of shelf edge labels

**Print order**
This allows you to print all labels for the department then all labels for the sub-department

**Delete default** – use in conjunction with delete button.
Select radio button option then click on the delete button.
**1 item** – deletes only a single record.
**All items** – deletes all records.

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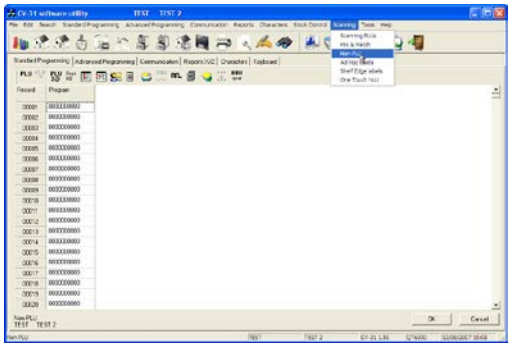
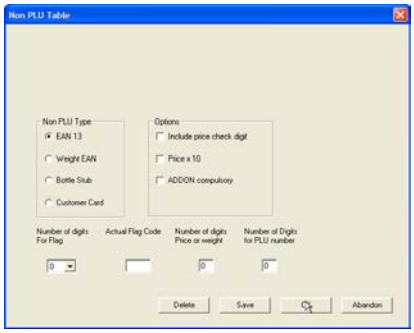
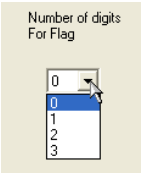
**NON PLU TABLE (PAN EURO)**
The non-plu table assists the ecr in identifying barcodes with prices or weight held within it. Click on scanning on the main taskbar and select non-plu table to display the programming screen.






Calculating check digit operation explained earlier for creating in house barcodes the non-plu table informs the ecr how the first two digits of the in house barcodes will behave. Remember that the first two digits for in-house standard barcodes start with either 02 or numbers between 20 & 29.
An example of an in house barcode with the price details held within it. The following describes how to set the non-plu table to identify this barcode.

1. The non-plu type has EAN-13 selected as default, which relates to barcodes with prices held within it; we'll use this selection for this example.
2. In the options field you have three selections price check digit field, price x10 field and ADDON Compulsory field these are optional selections and for this example we are not going to select anything from here.
3. Use the 'Number of digits for flag' combo box to select how many digits is the in house code identifying numbers. It can be 1 or 3 digits long. Set this to 2.




4. Enter the actual flag code for this record, which is 20.
5. Enter 4 for the number of digits for price/weight
6. Enter 5 for number of digits for plu number.
7. Save and close the screen.

Whenever a barcode is registered with the leading digits beginning with 20 the ECR will look for the price within the barcode.

**Barcode** – 2012345001237

20 is the actual flag code
12345 is the product number
0 is the price check digit
0123 is the price (£1.23)
7 is the check digit

Note: When adding a non-plu in the scanning edit screen it is necessary to only input the flag code and plu number of the barcode, for example your barcode reads '2012345001237' you must enter '2012345'.
It is not possible to use a non-plu with ad-hoc and shelf edge labels in CV-33.

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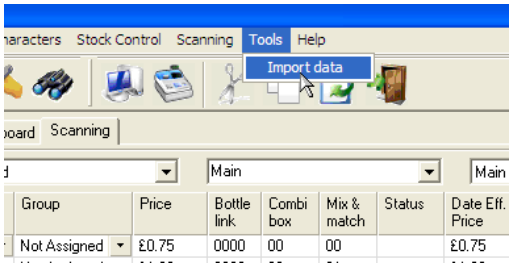
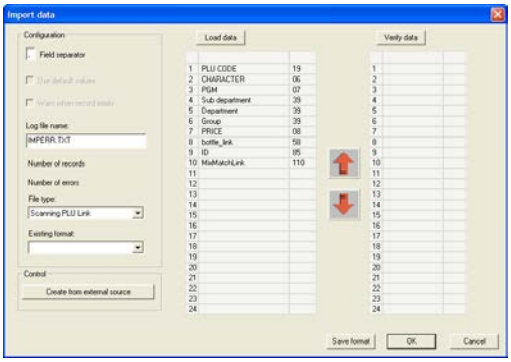
**IMPORT DATA (PAN EURO)**
This utility is used to import a comma-separated value (.csv) scanning plu file into CV-33, which is useful if you are upgrading from an older scanning setup for example.

You can access this utility from the task bar under 'tools'.

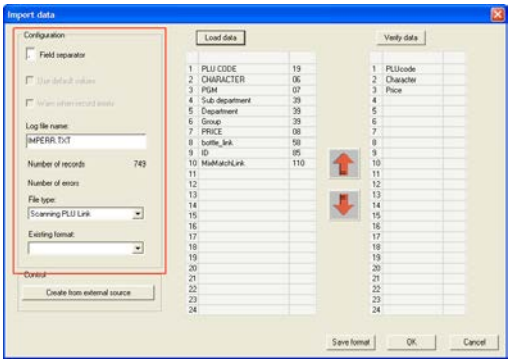



To use this utility follow these steps

1. From the task bar select tools then select import data.
2. The import data screen is displayed.




3. Looking at the configuration window, in the box next to the word 'field separator' make sure the comma character appears in this box as this identifies how your program fields are separated in your .csv file.




4. Still looking at the configuration window make sure the file type is set to 'scanning plu' so CV-33 identifies the file being imported as scanning items.

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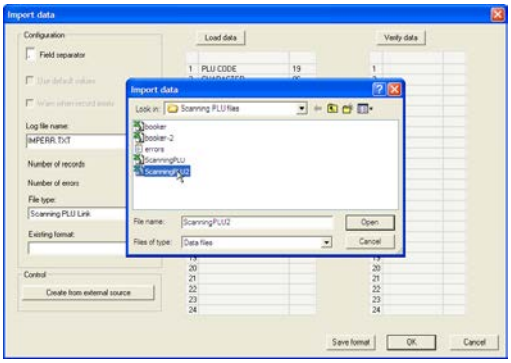
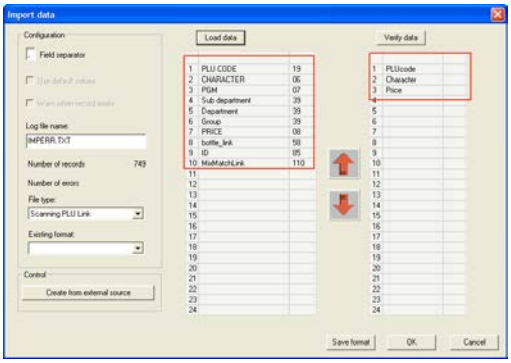
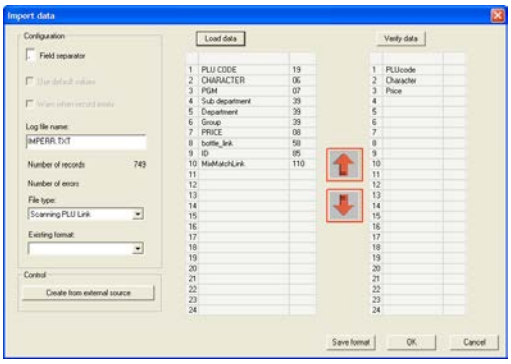
5. Select the button called 'Load Data' you are now able to locate and select a scanning plu .csv file. Once the file is loaded, looking at the configuration window you will see the word 'number of records'. As the file is loaded the 'number of records' field will show how many scanning plu's you have in your .csv file




6. You are now presented with a window with two columns, the column on the left corresponds with the programming fields of a scanning plu as in 'plu code', 'description' etc. On the right is the imported file with the programming fields displayed.




7. By using the up and down arrows move the fields on the right to correspond with what is on the left, so that all fields available match.

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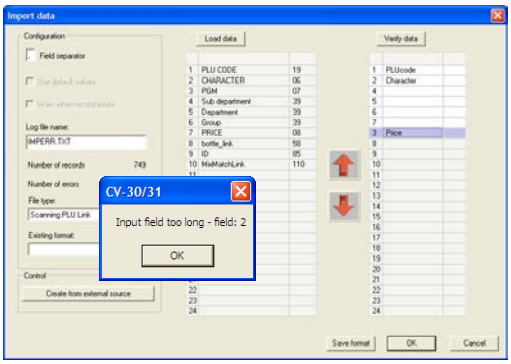
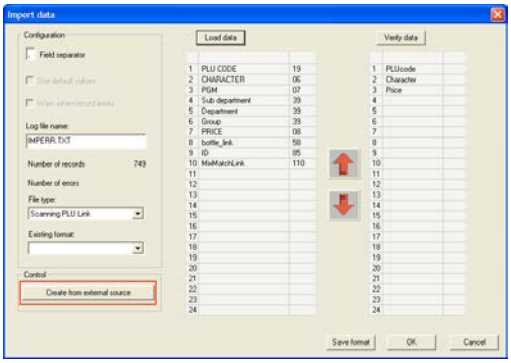
8. Select the button called 'Verify Data', what this does is look for any errors in your .csv file as in character names too long or non valid barcodes etc. and will be indicated by an error which will tell which field has the error for to you correct. Looking at the configuration window the field called 'number of errors' will show how many errors were found in your .csv file.




9. Select the button called 'Create from external source' from the 'Control' window; what this does is integrate your plu's into the main scanning file 16.




10. When done click 'OK' to finish.

**Note: The import of up to 15,000 Scanning PLU's by .csv file is supported in this function.**
**It can take up to approximately 2 hours to import 15,000 Scanning PLU files into CV-33.**

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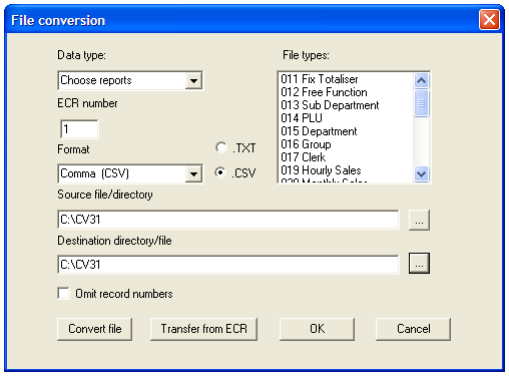
## FILE CONVERSION TOOL

The file conversion tool is designed for converting reports to a format that Excel or another spreadsheet can use. This allows you to get the report information into a spreadsheet to manipulate it and then print it.

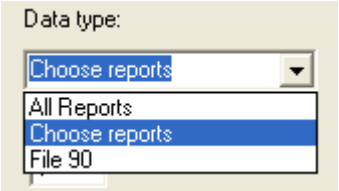
To use this tool follow these steps:

1. Select the tab called 'Reports X/Z'
2. Select the icon labelled 

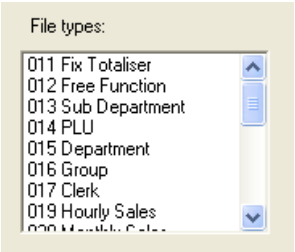
and the file conversion window now shows.




3. From the 'Data Type' drop down box select the report that you wish to collect, whether it will be individual reports or all reports, select 'Choose Reports' (means individual reports)



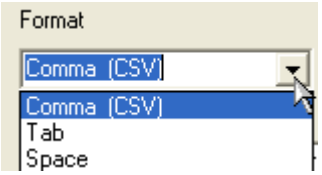

4. On the right choose what file you want to collect from the ecr in the box labelled 'File Type', select 'Fix Totaliser'



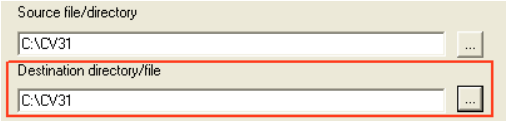

5. Looking at the two radio buttons choose what file format you want your report to be saved as.


.

6. From the drop down box labelled 'Format' select how you want your program fields to be separated either by 'space', 'tab' or 'comma separated'




7. Now select the destination directory of where you want your file to be saved.




8. Now select 'Transfer from ECR'


CV-33 will now transfer the file you selected from the ECR and save it in the file format specified earlier.
If however you have an existing file on your PC and wish to convert that file to a 'comma separated value' file for example follow these steps.

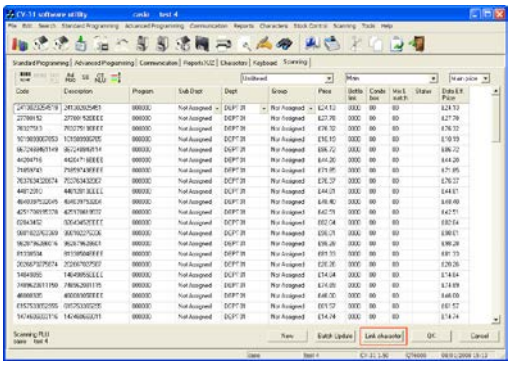
9. Follow steps 5 to 7; now select your source directory.


10. Select the file you wish to convert and press the button called 'convert file'


## ADDITIONAL PLU CHARACTER FOR SCANNING PLU

As mentioned earlier in this manual this function can be used to add additional character descriptions to a plu to be sent to receipt, order printer and display. This is now available for scanning plu's it can also be used to replace the receipt description when registering items. Up to 10 lines of text with a maximum of 24 characters can be added as an extra description. To access this function go to the main scanning grid and located at the bottom of the window is a button called 'Link Character'

See page 18 on full setup instructions



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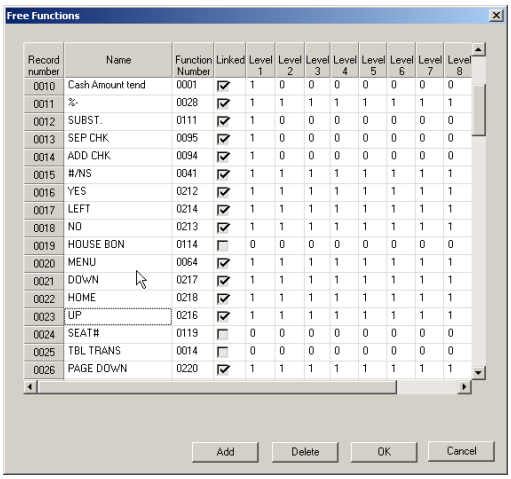
## GENERAL OPERATION & FEATURES

### REMOVING A FREE FUNCTION

The Free Function screen allows you to delete free functions contained in file 0002, such as a Credit or House Bon function. If you do not have enough memory available you can remove functions to free up the used records.

1. Click on the keyboard tab 

.
2. Double click on the key that you would like to disable.
3. Click on the free function button on the key detail screen.
4. The free function screen is displayed:




| Record number | Name | Function Number | Linked | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 | Level 6 | Level 7 | Level 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 0010 | Cash Amount tend | 0001 | ☑ | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0011 | %- | 0028 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0012 | SUBST. | 0111 | ☑ | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0013 | SEP CHK | 0095 | ☑ | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0014 | ADD CHK | 0094 | ☑ | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0015 | #/NS | 0041 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0016 | YES | 0212 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0017 | LEFT | 0214 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0018 | NO | 0213 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0019 | HOUSE BON | 0114 | ☐ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0020 | MENU | 0064 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0021 | DOWN | 0217 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0022 | HOME | 0218 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0023 | UP | 0216 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 0024 | SEAT# | 0119 | ☐ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0025 | TBL TRANS | 0014 | ☐ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0026 | PAGE DOWN | 0220 | ☑ | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |

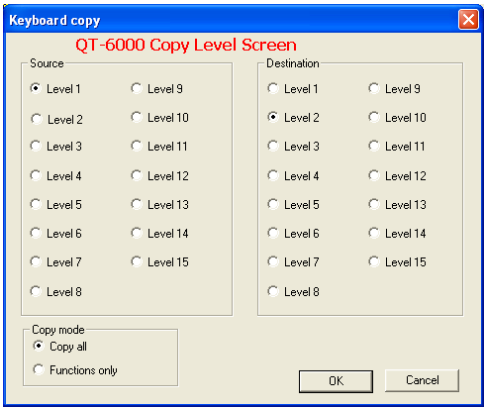
5. Chose the name of the function for removal.
6. Click on the delete button.
7. Select Yes once you have read the warning message.
8. Notice that the free function name is removed. The next created function will use this available record number.

## COPY MENU LEVEL

Use the Copy Level screen to copy a keyboard menu level to another menu level.

1. Click the Copy Level speed button on the Keyboard tab 

2. The Copy Level screen is displayed:

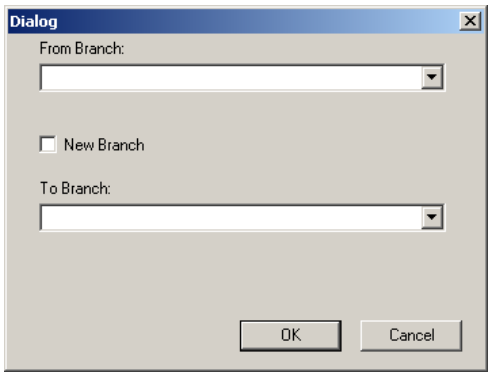



3. Select the menu level to copy from in the Source field.
4. Select the Menu Level to copy to in the Destination field.
5. Select Copy All or Functions only from the Copy mode field.
6. Click on the OK button to proceed.

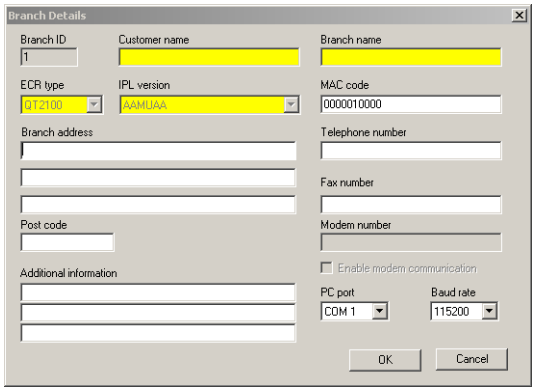
## HOW TO COPY A BRANCH

CV-33 allows you to quickly create a new branch based on an existing branch. You can then customize the copied branch to the requirements of your customer.
There are two methods for copying a branch, from an existing location to an existing location, or from an existing location to a new location the latter is described.

1. Click on the Copy Branch icon.
2. The Copy Branch screen is displayed:




3. Chose the From Branch drop down list to select the Branch to copy.
4. Click in the New Branch tick box
5. Click the OK button
6. The branch details screen is displayed:




7. Notice that you are unable to change the ECR Type and IPL Type; as you can only copy from the same ECR and IPL Type.
8. Enter the new customer details and click on the OK button to create the cloned branch.
9. You can now modify the data contained within the branch such as the PLU file, and then download the modified data to ECR.

**NOTE:**

Be sure to select the correct branch to copy and the model and IPL type are compatible with the ECR that you will download the branch data to.

**BACKUP AND RESTORE PROCESS**
The Quick Set Up section described the individual branch backup procedure. CV-33 has two additional backup procedures binary backup and directory backup. This section describes how to use the above options.
Binary backup receives the ECR raw program data it does not convert it. Directory backup allows you to specify a directory on your hard drive for saving all customer branches created in CV-33. You can therefore work with several different directories of customer branches within one version of the CV-33 software.

**TASK 1 BINARY BACKUP**

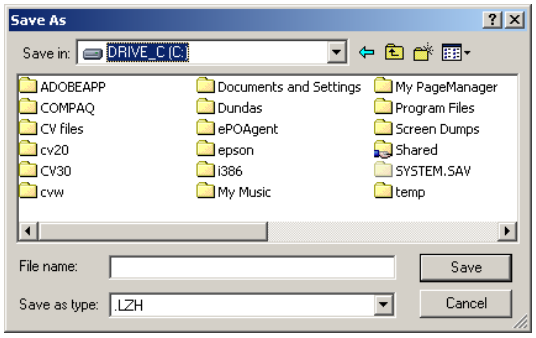
1. Select File ¦ Backup ¦ Binary on the main menu.
2. The software backs the connected ECR's program.

**TASK 2 BINARY RESTORE**

1. Select File ¦ Restore ¦ Binary on the main toolbar.
2. The software downloads the binary file of the selected customer branch to the connected ECR.

**TASK 3 DIRECTORY BACKUP**

1. Select File ¦ Backup ¦ Directory on the main toolbar.
2. The save as directory dialog box appears:




3. Select a folder on your hard drive to save the file (See Note)
4. Enter a name in the File Name field.
5. Click the Save button.

**TASK 4 DIRECTORY RESTORE**

1. Select File ¦ Restore ¦ Directory on the main toolbar.
2. Locate the name of the directory to open then click on the Open button.

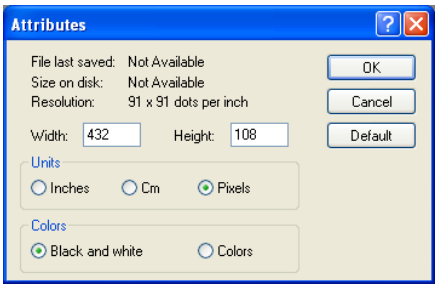
**NOTE:**
You must select a folder within the root directory of your hard drive. For example **C:\temp** without any spacing will work, while **C:\temp work** will not work. The file name for the backup directory should not contain any spaces or be longer than 8 characters.
Before performing binary backup or restoring customer branches ensure that you select the correct customer branch.
Before restoring a directory ensure that you backup the current directory. As it is not possible to recover the directory if it is overwritten without was being saved.

## GRAPHIC LOGO

You can create a graphic logo or watermark image within a paint package and display it on the internal or external printer of the ECR. The Graphic Logo replaces the normal logo message displayed at the top of the customer receipt. The image must meet a number of requirements before it can be transferred to the ECR.

Graphic Logo and Watermark Requirements:

- Standard height Width 432 x 104 Height
- Double height Width 432 x 208 Height
- Image must be black and white
- Name of image should not contain spaces
- Save the image within the CV-33 directory on the PC.




## LOGO MEMORY ALLOCATION

The number of records within file 47 (external printer) and file 67 (internal printer) should be 432 for standard size image, or doubled to 864 for a double height image.

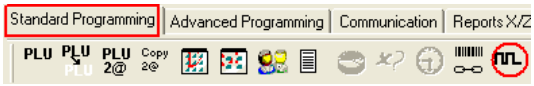
Check the number of records allocated is correct, if not modify it and transfer the memory to the ECR

1. Select Memory Allocation from the Standard Programming menu.

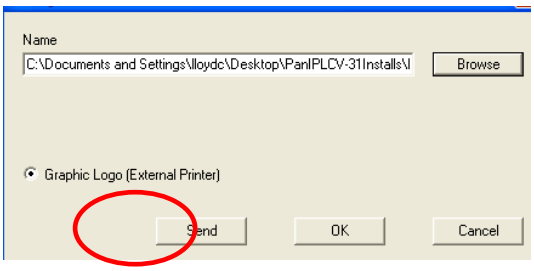

2. Increase the number of records if necessary. Click on the Send All Files button Send All Files at the bottom of Memory Allocation screen to transfer the entire program to the ECR.

**TRANSFER BITMAP FILE TO ECR**
You should have saved the image within the CV-33 directory.

1. Click on the Graphic Logo button on the Standard Programming tab.




2. Click the Browse button on the Graphic Logo dialog.
3. Select the image within the CV-33 directory
4. Click the radio button for the image type.
5. Click on Send




**Note**:
Depending upon the ECR you are using you will have up to three logo options available on the Graphic Logo dialog.

**SET MENU PROGRAMMING**

Use Set Menus to register set meals, for example a dish consisting of chicken, chips and a drink, one price covers all PLU's. These PLU's may also be sold separately.
By default at least 10 records are assigned for Set menus. File 28 stores set menu information you can increase the number of records on the memory allocation screen if necessary.

The procedure for creating Set menus is similar to Pull Down List. PLU's, Second Unit PLU's and Pull Down Lists can be assigned to a Set Menu.

1. Click on the Set Menu List button
2. Double Click on Set Menu List 1

| Set Menu | Set Menu Name | PLU Link |
|---|---|---|
| 1 | Set menu 1 | |

3. Enter a description in the Set menu description field.

4. Drag and drop several PLU's from the PLU list.

**Set menu**

Menu Number: 1
Menu Name: Set menu 1

| Item | Code | Description | Type |
|---|---|---|---|
| 1 | 0001 | PLU001 | PLU |
| 2 | 0002 | PLU002 | PLU |
| 3 | 0003 | PLU003 | PLU |

5. Click on the OK button on the Set Menu screen

**LINK PLU**

Before you can register a set menu it must be linked to a PLU, this PLU is used to register the set menu and the price.

1. Drag a PLU from the list displayed on the right and place it in the PLU link field.

| Set Menu | Set Menu Name | PLU Link |
|---|---|---|
| 1 | Set menu 1 | PLU005 |

Only one PLU can be linked set menu. For example PLU 001 cannot be linked to Set Menu 1 and Set Menu 2.

2. Click on the Program Send button to transfer the Set Menu program to the ECR. Information relating to the linked PLU is also transferred.

If you have not assigned the link PLU to the keyboard, then you must do this now so that you can register the Set menu. Once you have assigned the PLU to the keyboard transfer the program from the keyboard screen using the Program Send button.

**NOTE:**

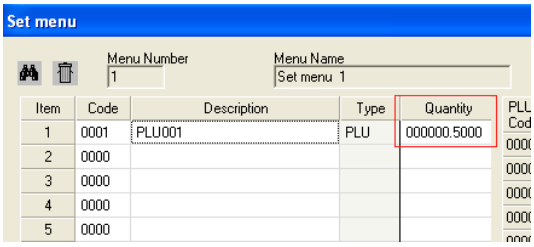
The Set Menu description is for reference purposes displayed only on the software.

## RECIPE STOCK CONTROL

With the QT6000 Pan Euro IPL version 2.6x and above, recipe stock control allows you to control stock units for set menu items; this is easily controlled by using the unit stock entry for set menu item during set menu programming. In order for this feature to work, the unit stock and minimum stock flag for PLU must be set.

1. Click on the PLU icon 

2. select appropriate PLU and double click to open PLU programming
3. Set unit stock and minimum stock to 1 then click ok
4. Send PLU file to ecr
5. Click on the Set Menu List icon 
6. Double click on Set Menu List 1
6. Enter a description in the Set menu description field.
7. Drag and drop several PLU's from the PLU list.
8. In the quantity field enter the stock unit




9. Click on the OK button on the Set Menu screen

## ARRANGEMENT PROGRAMMING

Arrangements automate ECR procedures. For example you can create an arrangement to format a CF card. Within the software arrangements are created by dragging and dropping from a list of different syntax's or by typing within an arrangement record.

Fast tender keys are keys set with a specific amount to finalise a transaction. The next example describes how to create a 5.00 cash tender arrangement.

Before you create this arrangement assign an arrangement key onto the keyboard.

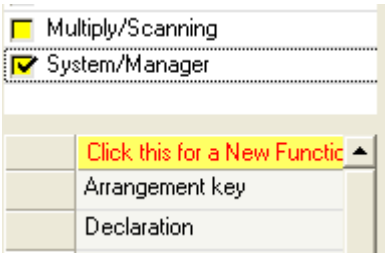
## CREATE ARRANGEMENT KEY

1. Click on the keyboard tab

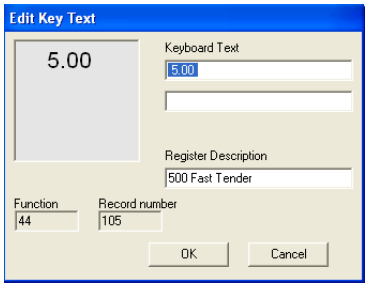

2. Click on the Function button 

3. Click this for a New Function panel


4. Check the System/Manager tick box and drag the Arrangement key to a key position.

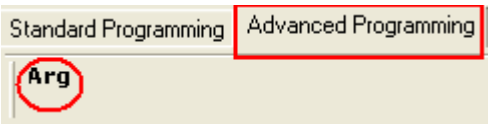



Edit Key text appears enter a key top and free function description for the key. Example **5.00**

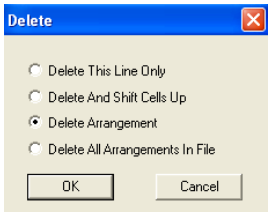


## DELETE ARRANGEMENT

1. Display the Arrangement screen, click on Advance Programming tab | then the Arrangement button.




2. Delete the first arrangement click on record 0002-038.
3. Click on the delete speed button.
4. Several delete options are displayed check the 3rd option Delete Arrangement
5. Click on the OK button




## CREATE ARRANGEMENT

1. Click on the Start of Arrangement speed button
2. Click on the Start Record Number and enter the following after the record number **(500)** drag and drop the CASH key after the end bracket.

| | |
|---|---|
| :S0001 (500) | :S0001 (500) |
| 01:040 | CASH |

3. Click the End Record Number speed button.

Finally you need to link this arrangement record to the arrangement key you created earlier.

## LINK ARRANGEMENT TO A KEY

1. Click on the Arrangement Key button.
2. Drag any part of the arrangement program data 0002-038 to 5.00 key.

| |
|---|
| 5.00 |
| 50.00 |
| 10.00 |

3. Transfer the program to the ECR, click on the ECR Program Send button

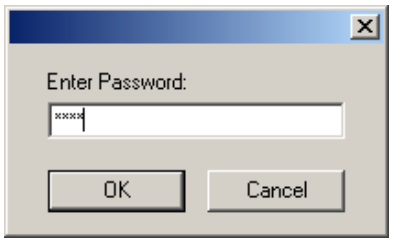
**NOTE:**
Arrangement keys not linked to an arrangement appear black, while those linked to an arrangement appear in red.

## LANGUAGE TRANSLATION

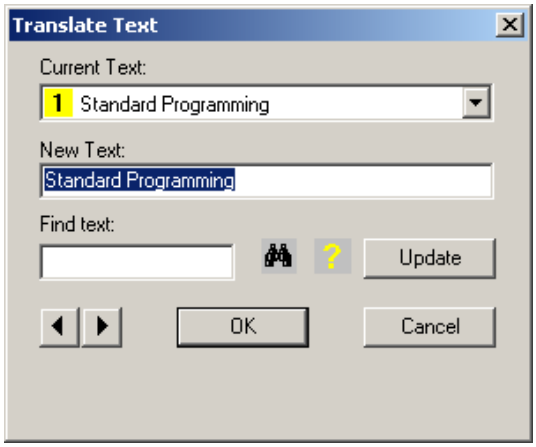
CV-33 contains a special tool to enable dialogue descriptions to be translated into different languages. Individual files contained within the install directory for CV-33 should not be translated manually.

## TASK 1 TAB TRANSLATION

1. Click on the Dialogue Text icon.
2. The Translation Password dialogue is displayed:




3. Enter “text” without the quotes in low case as the password click on the OK button.
4. Click on the Standard Programming tab

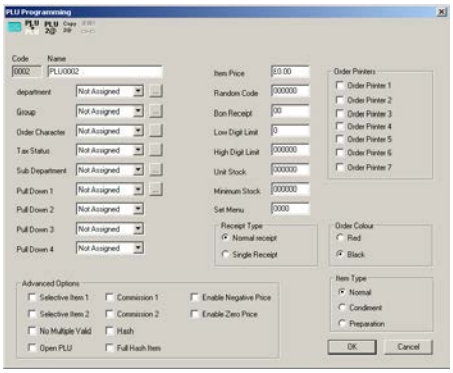



5. Enter the new description in the new text field.
6. Click on the OK button to save the changes.

## TASK 2 SCREEN TRANSLATION

The following steps describe how to translate a screen that is displayed by double clicking on a grid. Use this procedure for all grids that also have a detailed programmed screen.

1. Click on the Dialogue Text icon to temporarily exit this mode.
2. Click on the PLU speed button
3. Click on the Dialogue text icon again to begin translation.
4. Double click on the PLU grid
5. The PLU Programming Screen is displayed:

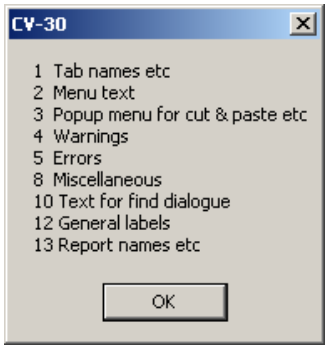



6. Select the text to translate on the PLU Programming screen.
7. To exit Click on the Cancel button on the PLU Programming screen then the OK button on the Translate Text dialog.

## TASK 3 SEACHING FOR TEXT

1. When the Translation Text dialog is displayed click in the Find text field.
2. Enter the text to search for
3. Click in on the binoculars to search for the text
4. The Current Text field displays the text once it is found
5. Enter the new text in the New Text field.

**SECTION TIPS:**
The Translation Password dialogue can also be displayed by selecting Edit ¦ Dialogue Text on the main menu.
Use the Update button to instantly see your changes, this feature only works when you first click on the text on the screen then enter the new text and click on the Update button.
You can also click on the individual icons or select the descriptions within the main menu to change the related name during translation.
To change a hint descriptions place the mouse pointer over the icon or field that contains a hint until the Edit Label appears.
Click on the question mark on the Translate text to display the dialog below which explains what the numbers beside the headings in the current text pull down mean.




**NOTE:**
Once you have completed the translation you must copy the following files to the installation disc:

Pmessage.txt = dialog labels
Fmessage.txt = text grid descriptions
Tooltips.txt = control hints

The files are located within the CV-33 directory in Windows Explorer.

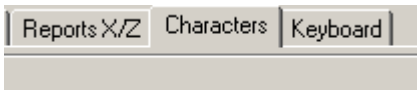
Some text can only be translated by selecting it from the Current Text Pull down.

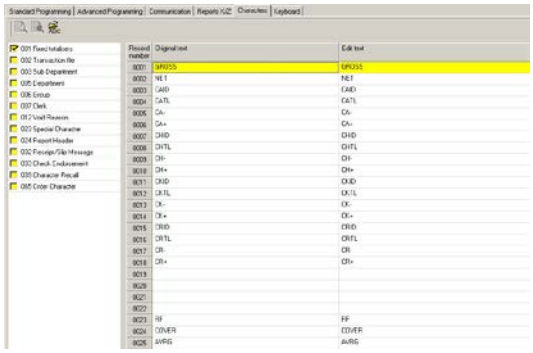
Not all changes you make are reflected instantly, it is sometimes necessary to exit and re-enter the software to update your changes.

## HOW TO EDIT THE CHARACTER FILE TEXT

The Character grid allows the editing of the character file in the ECR such as the receipt message.

7. Click on the Character Tab



8. Click in the yellow tick box next to the record you want to edit
9. Click in the Edit Text column on the right
10. Type in the new characters and press Enter
11. Click on the Send button to transfer the program to the ECR
12. You can view the original text stored in the Original Text column.

**SECTION TIPS:**

The character grid can also be displayed by selecting Characters then Character File on the menu bar.

To edit existing text in the Edit Text column press Enter on the keyboard.

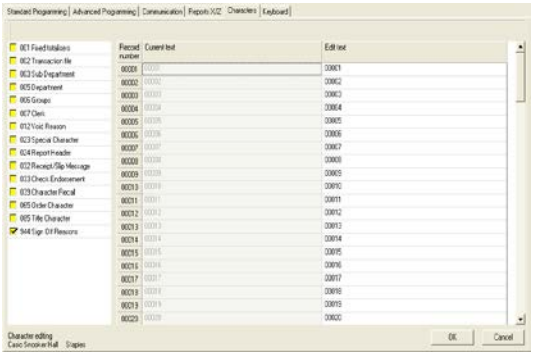
**NOTE:**
When you transfer the character file to the ECR using the Send speed button only the selected record is transferred. To send several records use the Communication tab.

## SIGN OFF REASONS

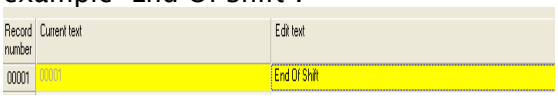
Sign off reasons is used in conjunction with the Simple Time and Attendance (memory file #13) (please refer to the pan-european user manual for setup) a list of Sign of Reasons are created within memory file #944 for example End of Shift, and Unwell, each time an employee Clocks-Out they must select one of the Sign Off Reasons.

### TASK 1

1. On the main screen click on the characters tab and select the 944 Sign Off Reasons tick box.



2. To the right there are two columns 'current text' and 'edit text' in the 'edit text' column starting in record 00001 highlight the box, here you will enter your text for example "End Of Shift".




3. Once you have finished entering your characters click ok and you are done.

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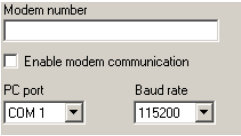
## SETTING UP MODEM COMMUNICATION

CV-33 supports modem communication by using only U.S Robotics modems. This section explains how to set up the modem attached to the ECR and the PC.

1. On the Branch List screen double click on the customer that will use a modem
2. The Branch Detail screen is displayed
3. Enter the number to dial the modem connected to the ECR




4. Click in the box titled Enable Modem Communication all future communication will use the modem until this box is un-ticked.
5. Change the baud rate to 19200 for the selected Com Port

**MODIFY ECR I/O PARAMETERS**

1. Sign On
2. Press the PGM Mode button
3. Press 3 Sub Total
4. Press Yes on Machine Feature
5. Enter 12 Yes to select I/O Parameters
6. Press the Down Arrow once to select record 0002-902
7. Enter 41 then press the Yes key
8. Press ESC twice
9. Turn off the ECR by the Power Switch

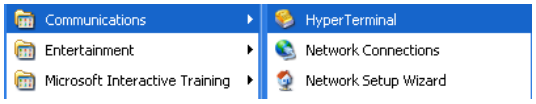
**FLAG MAC THE ECR**

1. While holding the Receipt Feed key turn On the Power Switch
2. Release the Receipt Feed key when FC is shown in the bottom left of the screen
3. Press Sub Total
4. Press Yes to select Flag Clear

## MODEM SETTINGS

Follow the US Robotics manual for instructions on adding the modem to you're PC.

Within Windows is the HyperTerminal program, which allows you to check and modify modem settings. On Windows 2000 Professional this program is located in Start ¦ Programs ¦ Accessories ¦ Communication ¦ HyperTerminal. Search Windows Help for further information on using this program



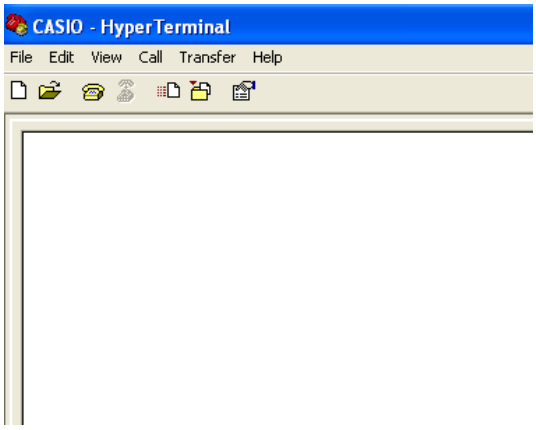

The Connection dialog appears:


Enter any description in the Name field then Click on the OK button.

The Connect to dialog appears:


Click on the Cancel button to close the Connect to dialog.

The HyperTerminal screen for setting the modem is displayed:




**MODEM 1- SETTING FOR MODEM CONNECTED ECR**

The settings that follow apply to the modem that will be connected to the ECR. Attached the modem to the PC COM port and enter the following values zero is used below and not the letter O:

AT&F0 [Press Enter] 'Factory Reset
AT&N10 [Press Enter] '19200 Baud Rate
ATS0=2 [Press Enter] 'Pickup after 2 rings
AT&W0 [Press Enter] 'Save Settings

OK or Error is showed to indicate whether each command has been successful or not.

From the File menu select Exit to close HyperTerminal it is not necessary to save the settings entered. Disconnect Modem 1.

Connect Modem 2 to the PC COM port
Reopen the HyperTerminal

**MODEM 2- SETTING FOR MODEM CONNECTED TO PC**

A few settings will need to be changed for the Modem that is directly connected to the desktop pc.

Enter the following values zero is used below and not the letter O:

AT&F0 [Press Enter] 'Factory Reset
AT&N10 [Press Enter] '19200 Baud Rate
AT&W0 [Press Enter] 'Save Settings

From the File menu select Exit to close HyperTerminal

Open the CV-33 Software and select a file from the Communication Tab to test communication using the modem.

**NOTE:**
Ensure the PC Coms speed is set to 19200, and the Modem connected to the ECR is set to 19200.
The sittings outlined have been tested and verified as working with external US Robotics modems, ensure you follow the settings completely.

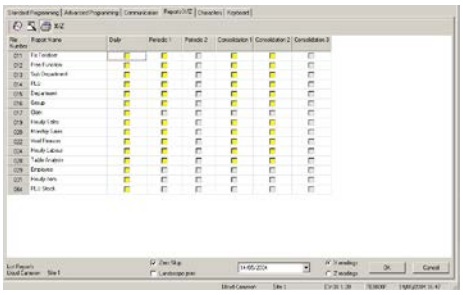
# REPORTS

## REPORTS X/Z

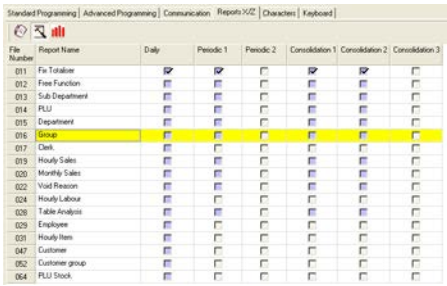
CV-33 allows you to quickly extract the ECR's sales data to view or print. It is possible to collect individual or linked ECR data.
You can only select reports to collect for files that have been allocated on the Memory Allocation screen.
Collection of the consolidation area will only work if you upload the System Connection table file 0901. Use the Communication tab to do update the file within the software.

Using the Reports X/Z screen you are able Read or Reset the ECR sales.

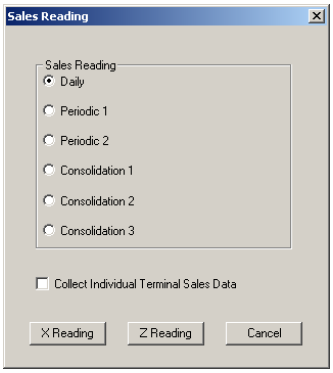
1. Click on the Reports X/Z tab.
2. The List Reports screen is displayed:



3. Click on the Sales Setup button 



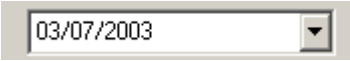
4. Select the reports that you want to collect by inserting a tick in the blue box next to the report name
5. Click on the List Reports button 
6. Click on the X/Z button 
7. The Sales Reading screen is displayed:



8. In the Sale Reading field click the area that you want to collect sales for
9. Click on the X or Z reading button to collect the sales.
10. Use the radio buttons next to the OK and Cancel button to choose whether to display X or Z readings.
11. Click the Preview button  to view all collected reports.
12. Click on the Print button to Print the reports.
13. Use the Next Page and Prev page to view the different reports


14. Click on Close button to exit the screen.

**SECTION TIPS:**
The Sales Setup screen can also be displayed by selecting Reports¦ Sales Setup on the main menu. The List Reports screen can also be displayed by selecting Reports¦ List Reports on the main menu. Use the date field to view sales collected on a previous day. Click on the date and press the Preview button.




Use the Zero Skip field to only see data that is greater than zero.

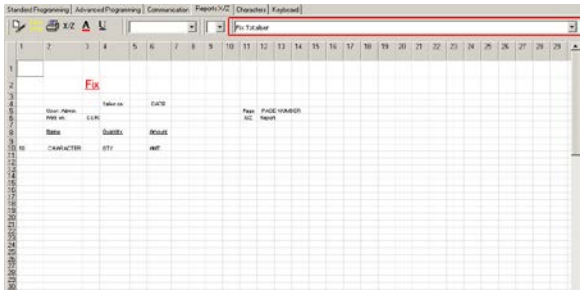
If you want to view or print specific reports then ensure that you deselect the tick boxes of the reports that you do not want to see on the List Reports screen. If you re-enter the sales report screen by clicking on this speed button  and click on the List Reports speed button  then the reports previously selected on the List Reports screen are reselected.

**NOTE:**
In order to consolidate between terminals ensure you receive into the software the system connection table.

## REPORT DESIGN

A simple Report Design tool has been included within the software to allow the adjustment of each sales report. You can modify the font type and colour as well as the position of the fields displayed and printed.

1. Click on the Reports X/Z tab.
2. Click on the Design Reports button
3. Select the report to modify using the combo box in the top right of the screen.



4. Click on the text to modify in the detail section
5. Use the font colour; underline, font type and font underline to modify the text.
6. Click on the Preview button  to view the changes you have made
7. Click on OK to exit the screen.

**SECTION TIPS:**
The Sales Setup screen can also be displayed by selecting Reports ¦ Design Reports on the main menu.

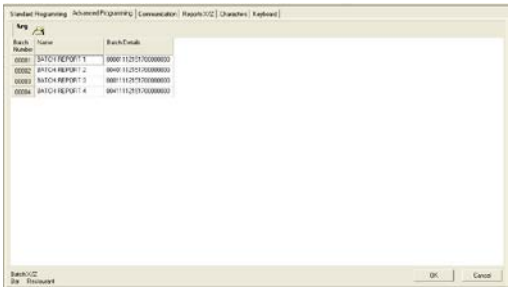
## SHIFT PLU REPORT (NEW REPORT CATEGORY)

Newly added report category (software version 1.50.1), this can be accessed by allocating memory file #55. Please refer to the beginning of this section to know how to produce this report.

## BATCH X/Z REPORT PROGRAMMING

Batch X/Z report setup allows you to modify the way individual reports are brought together into one report and to generate sales data to compact flash card.

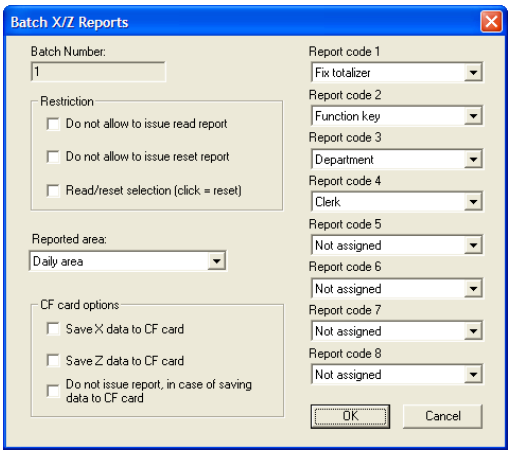
1. Click reports on the tool bar and select Batch X/Z setup.
2. Batch X/Z setup screen is displayed.



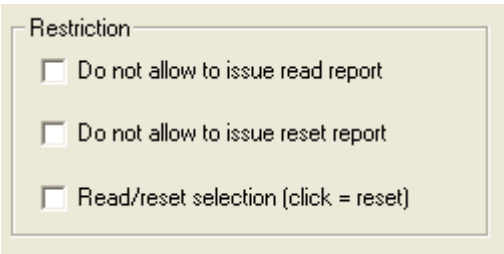
3. Double click BATCH REPORT 1

| Batch Number | Name | Batch Details |
|---|---|---|
| 00001 | BATCH REPORT 1 | 00001112151700000000 |
| 00002 | BATCH REPORT 2 | 00401112151700000000 |
| 00003 | BATCH REPORT 3 | 00011112151700000000 |
| 00004 | BATCH REPORT 4 | 00411112151700000000 |

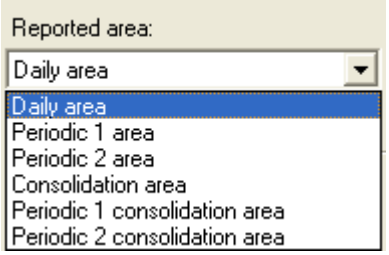
4. Batch X/Z Reports screen is displayed.



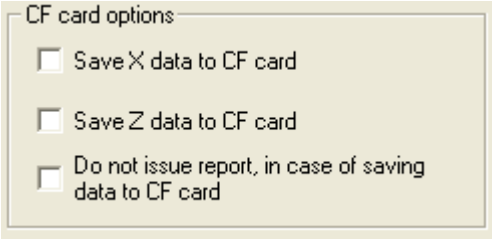

5. Restriction section, here you can select whether to issue a read or reset report at the terminal.



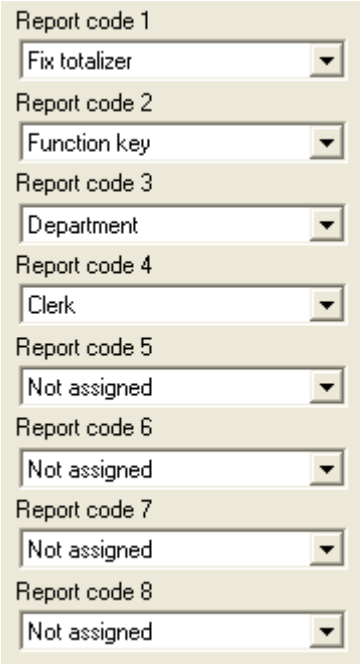
6. Reported area section, here you can select which area of sales data will be collected whether it will be daily or consolidated (for inline network setup.




7. CF Card options, here you can save your X or Z sales data to a compact flash card. Also you can save data to CF Card without printing the report at the terminal by selecting 'do not issue report, in case of saving data to cf card'.




8. Report codes, here we select what reports we wish to bring together into our batch report.




9. Click on ok to exit.

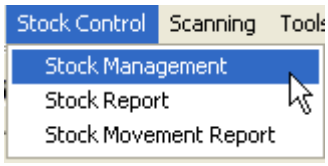
## STOCK MANAGEMENT

The Stock Management screen is used to track stock for PLU's and scanning PLU's. The stock quantity updates when a Z reading is performed for PLU's or scanning PLU's. This feature only supports standalone ECR's, and bears no relation to managing stock manually. This section explains how to use all features relating to managing stock. Ensure you setup the following features before going through the examples:

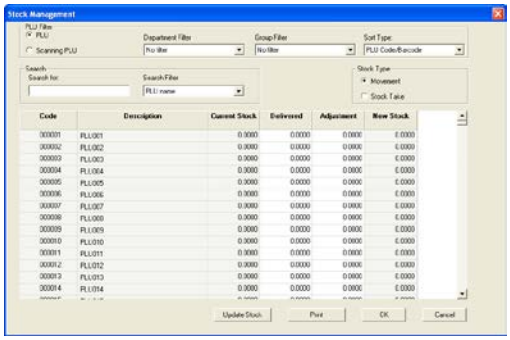
1. PLU's have been created with a description and price. Optional: Link PLU's to departments and groups.
2. Optional: Scanning PLU's have been created with a description and price. Optional: Link Scanning PLU's to departments and groups.
3. On the Sales Collection tab check the tick box to collect reports for PLU's from the Daily area. Optional: Select Scanning PLU's.

### To display the Stock Management screen

1. Click Stock on the main menu
2. Highlight Stock Management




3. The Stock Management screen appears



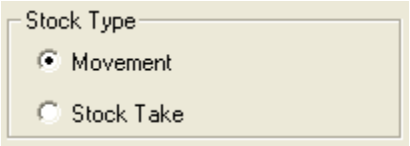
### How to use the PLU filter

The PLU Filter option buttons determine whether PLU's or Scanning PLU's are listed in the grid. Use the Department Filter and Group Filter to display the PLU's by department and group links. Leave PLU selected for the purpose of the next example.

### How to Enter Stock

Movement and Stock Take are the two Stock Type options. You can only enter stock when the Movement option is selected.

1. Click the Delivered column for PLU number one
2. Enter 10 then press the Enter key




3. The Delivered and New Stock columns should look like the screen shot below

| Delivered | Adjustment | New Stock |
|---|---|---|
| 10.0000 | 0.0000 | 10.0000 |
| 0.0000 | 0.0000 | 0.0000 |
| 0.0000 | 0.0000 | 0.0000 |

4. The New Stock column shows the quantity of stock that will be transferred to the Current Stock column. Click the Update button to transfer the stock

### How to Enter Adjustments

The Adjustment column is used to enter reductions in stock, such as wastage.

1. Click the Adjustment column for PLU number one
2. Enter 2 then press the Enter key
3. Click the Update Stock button

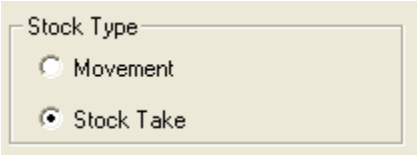
The current stock is updated with the new quantity.
The quantities for PLU number one should look like this screen shot

| Current Stock | Delivered | Adjustment | New Stock |
|---|---|---|---|
| 8.0000 | 0.0000 | 0.0000 | 0.0000 |
| 0.0000 | 0.0000 | 0.0000 | 0.0000 |

### How to Perform Stock Takes

When you perform a stock take the counted stock figure is used to generate the opening stock for the next stock take.

1. Click on the Stock Take option button.
2. Click the Counted stock column for PLU number one
3. Enter 6 then press Enter
4. Click the Update Stock button
5. Click OK



6. The screenshots shows the stock take for PLU number one

| Code | Description | Current Stock | Counted stock |
|---|---|---|---|
| 000001 | PLU0001 | 6.0000 | 6.0000 |
| 000002 | PLU0002 | 0.0000 | 0.0000 |

**How to Update Stock Using The ECR**

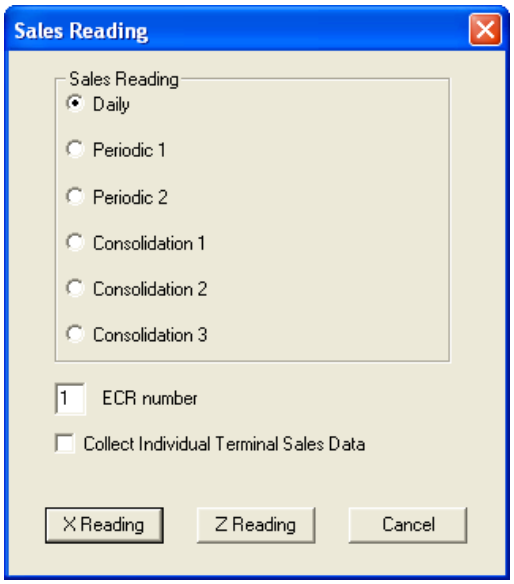
You must perform a Z reading for PLU's and Scanning PLU's to update the stock quantities on the Stock Management screen

1. Click the Report X/Z tab on the main screen.
2. Click the Sales setup icon 
3. Tick the box for PLU daily report

| File Number | Report Name | Daily |
|---|---|---|
| 011 | Fix Totaliser | ☐ |
| 012 | Free Function | ☐ |
| 013 | Sub Department | ☐ |
| 014 | PLU | ☑ |
| 015 | Department | ☐ |
| 016 | Group | ☐ |

4. Click the List Reports button 

5. Click the X/Z Read button 
6. Select the 'Daily' radio button then select the Z reading button

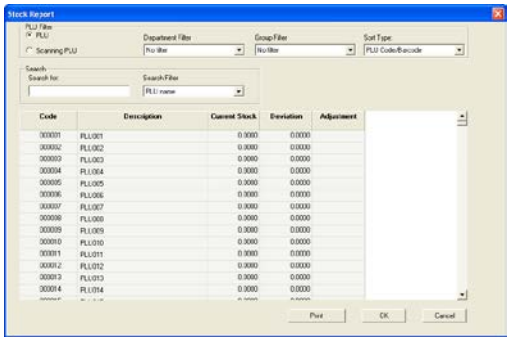


### To Display the Stock Report

The Stock Report screen displays the current stock for PLU's and Scanning PLU's. When you perform a stock take the current stock is updated. Deviations are displayed when the current stock does not match the counted stock.

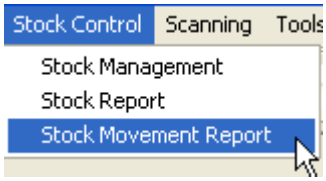
1. Click Stock on the main menu
2. Highlight Stock Report


3. The screen shot below shows deviation in stock for PLU number one

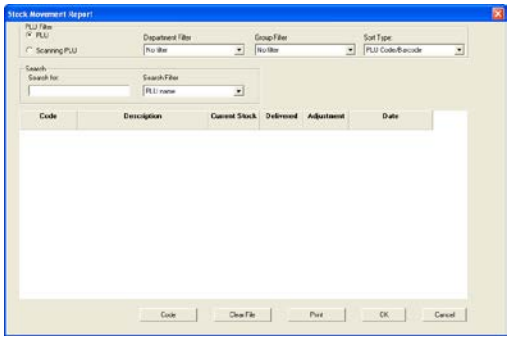



### To Display the Stock Movement Report

1. Click Stock on the main menu
2. Highlight Stock Movement Report



3. The Stock Movement Report appears



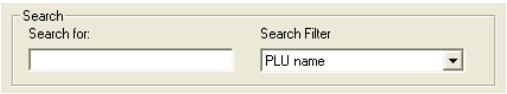

The Stock Movement screen is used to show a history of stock entered, which is stored in date order. There are two additional features available on the Stock Movement Report screen:

- Clear File
- Sort by date

The Clear file button is used to prevent this report from becoming too large. While the Sort by date button is used to sequentially display your stock.

**How to Search for Items**

The Search for field is used to search for either PLU's or Scanning PLU's. The Search Filter indicates the method selected. You can search by PLU name or by the PLU code/barcode.




Ensure the Search Filter displays PLU name.

1. Enter the first few characters of the PLU name. Once located the PLU is highlighted in blue.

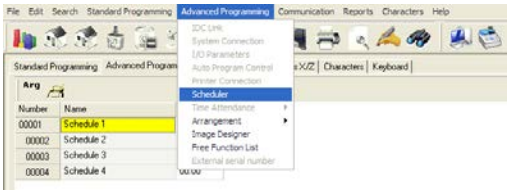
**How to Print Stock Details**

Use the PLU Filter options to reduce the number of stock details shown on the grid, then click on the Print button to print.

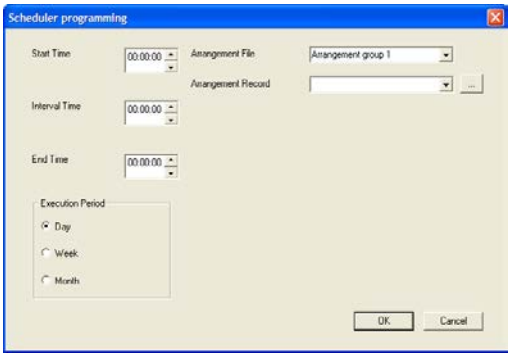
## SCHEDULER PROGRAMMING

The scheduler function is provided for scheduled execution of an arrangement. Execution by specified time, as well as execution period, can be performed using this function. The scheduler file #62 must be allocated in memory allocation to use this function.

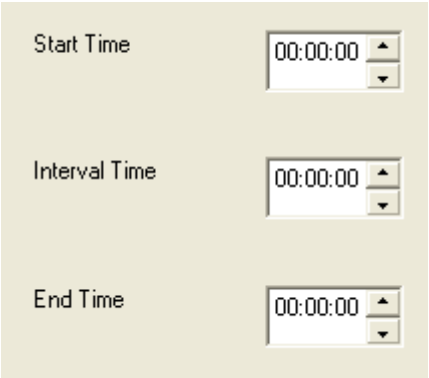
1. Click advanced programming and select scheduler.



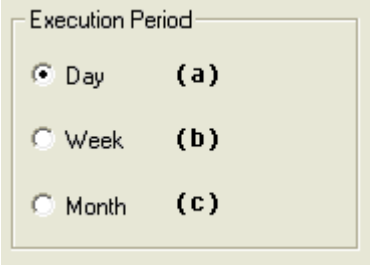

2. Double click Schedule 1 to open scheduler-programming screen.

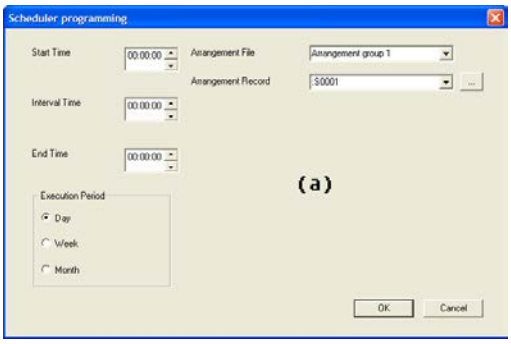


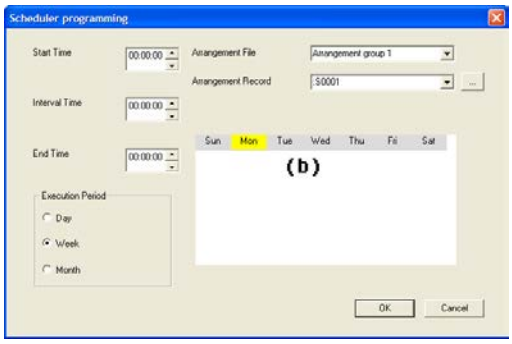

3. Here you can set the start time and end time of your schedule as well as setting an interval time for executing your arrangement within your time frame.

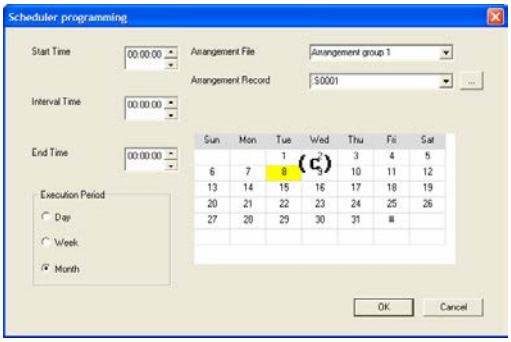


4. Execution period, here you can set how often you want your schedule to run whether daily, weekly or monthly.

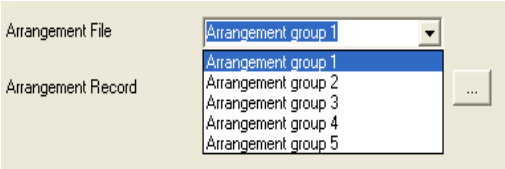


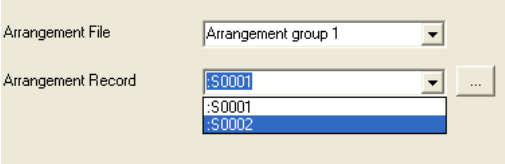



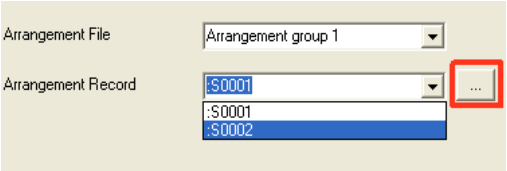

5. In this section you will add your arrangement, for that is to be executed at your specified time (please refer to page 25 of this manual for arrangement programming). In the arrangement file drop down menu select your arrangement group.



6. In the arrangement record drop down menu select the record your arrangement relates to.




7. To view your arrangements click on the box beside the drop down menu.




8. Once you have completed your settings click on ok and you are done.

**SECTION TIPS:**
It is possible to create a new arrangement once you have accessed the arrangement view.

## CUSTOMER ACCOUNTS (QT-6600 ONLY)

The customer accounts facility in the ECR is designed to offer various loyalty schemes for customers. It offers a combination of discounts and points that can be redeemed for discounts, as well as setting shift prices or menu levels automatically.

Setting up the customer accounts consists of two stages.

**STAGE 1** is to setup the schemes that will be offered to customers. More than one scheme can be implemented for example you could offer Gold, silver or standard membership. each customer would then be linked to one of these schemes.

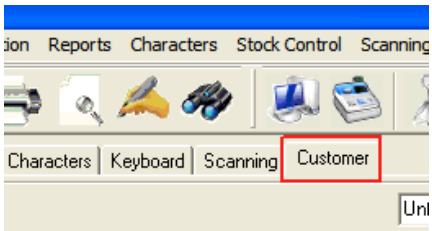
**STAGE 2** is to create the customer with their name, address, telephone numbers and the scheme to which they will be allocated.

The three types of schemes available are.

1. Discount schemes
   a. where items are registered and the discount is applied at the end of the current transaction
   b. Pre-paid scheme where the customer deposits money in advance and because of the guaranteed business they get a discount
2. Points Scheme where you accumulate points based on the value of the current transaction. These points can then be redeemed for a monetary discount on a later transaction.
3. Setting the touch keyboard menu level or price shits to a particular level. The customer number would be entered at the start of the transaction and an alternative pricing structure will be logged on.

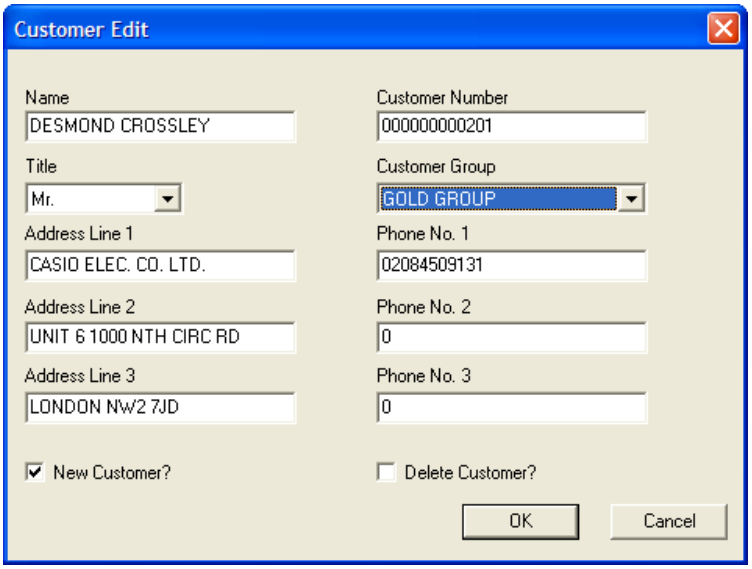
## ADDING/MODIFYING A CUSTOMER

1. select the customer tab and then select the customer file icon  (it is also accessible from advance programming from the menu bar and then select customer file to access the customer programming)



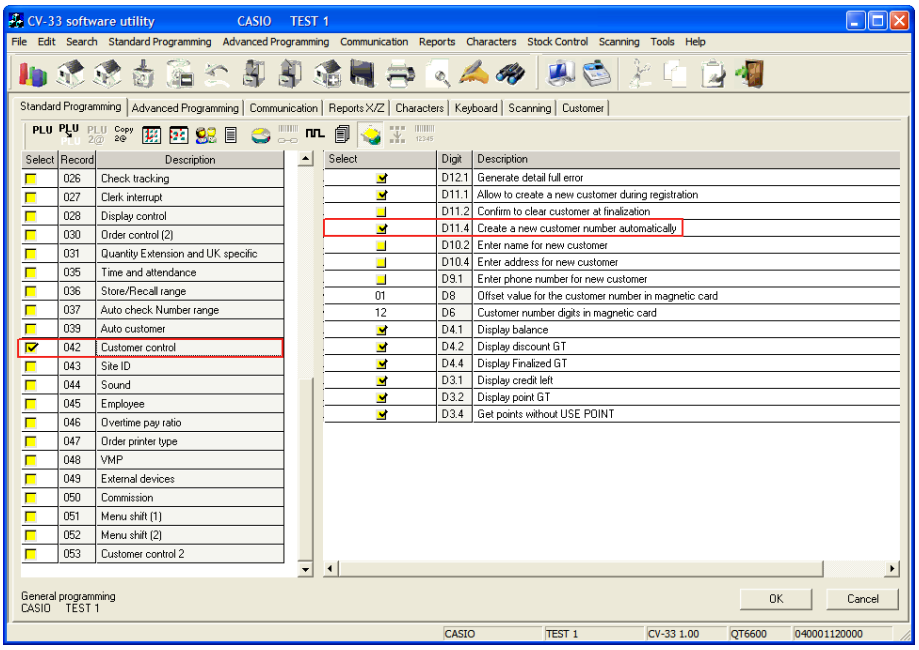

2. click on the button called ‘new’ to add a new customer 

3. you are now shown the customer edit screen, here you will enter the customer's name and address details including telephone number (home, work and mobile phone numbers for example)



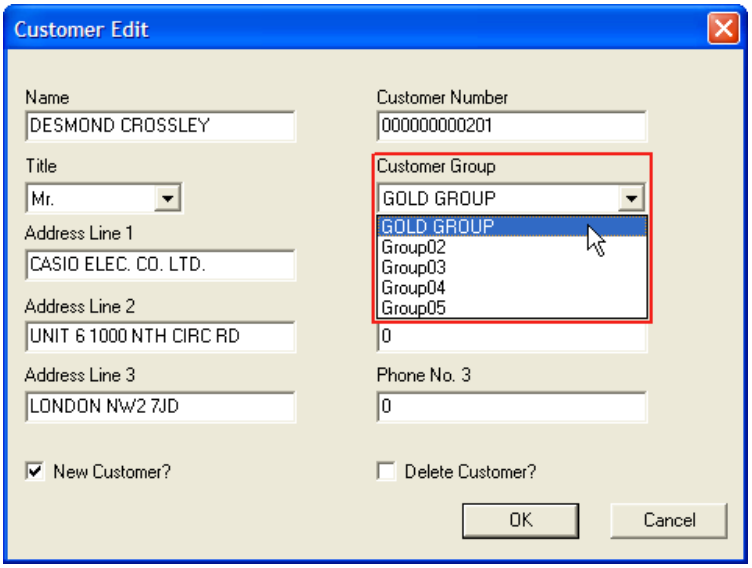

4. enter customer number, this is a unique number to identify the customer when recalled.


5. It is also possible to automatically generate a customer number when creating a new customer, this is controlled within general programming, 42-22 D11.4 'Create a new customer number automatically'



**NOTE**: the customer number is also a check number so bear in mind when creating a customer number be careful not to choose a number that is also used for opening tables as this may conflict

6. along with setting to automatically generate customer number, you also have to set an auto customer number range this is controlled within general programming, 39-22 D8 –D4
7. from the drop down box choose a customer group (discount schemes) the customer will belong to.




8. tick the box labelled 'new customer?' if the customer is a new customer
9. click ok to finish
10. to modify a customer double click the customer details to open the customer edit screen

**NOTE**: when a customer has been added/modified or deleted the customer's details appear on the grid in yellow, this is to show that there are changes to the customer and it has been entered into a batch file for uploading to the ecr. When there are no changes the customer details appear in white.

11. click on batch update to send the newly created customer details to the ecr

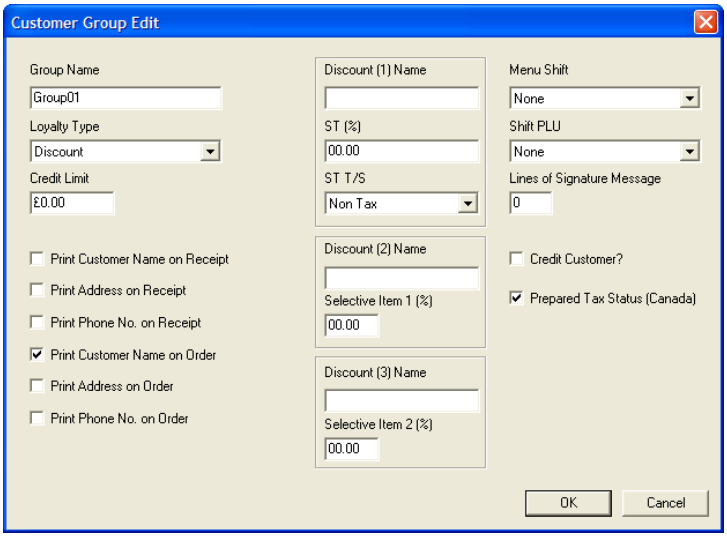
**DELETING A CUSTOMER**

1. to delete a customer double click the customer details to open the customer edit screen
2. tick the box labelled 'delete customer?'
3. click ok
4. click on batch update to delete the customer details from the ecr

## CUSTOMER GROUPS

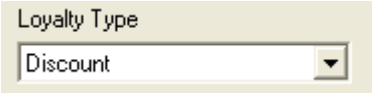
1. select customer tab and select the customer group icon  (customer group programming is also accessible from advance programming from the menu bar and then select customer group to access the customer group programming)

2. select a customer group by double clicking a record and you will be shown a customer group edit screen



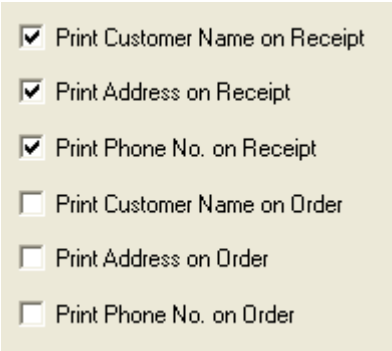

3. enter a customer group name e.g. GOLD MEMBERS


4. select the loyalty type e.g. Discount

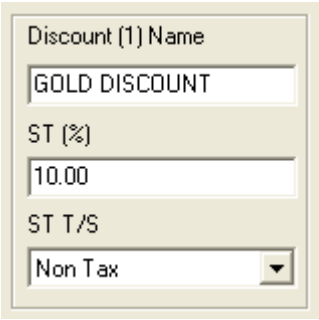



5. choose a credit limit e.g. £100 (use this field if the group members are not allowed to go over a specified credit limit)

6. select the tick box if you want the customer's details to be printed on the receipt and/or the order printer



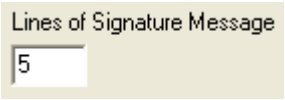

7. enter the discount name (this will be printed on the receipts when the discount is applied), discount percentage and tax status




8. enter the discount name and discount percentage for selective item discount 1 and 2

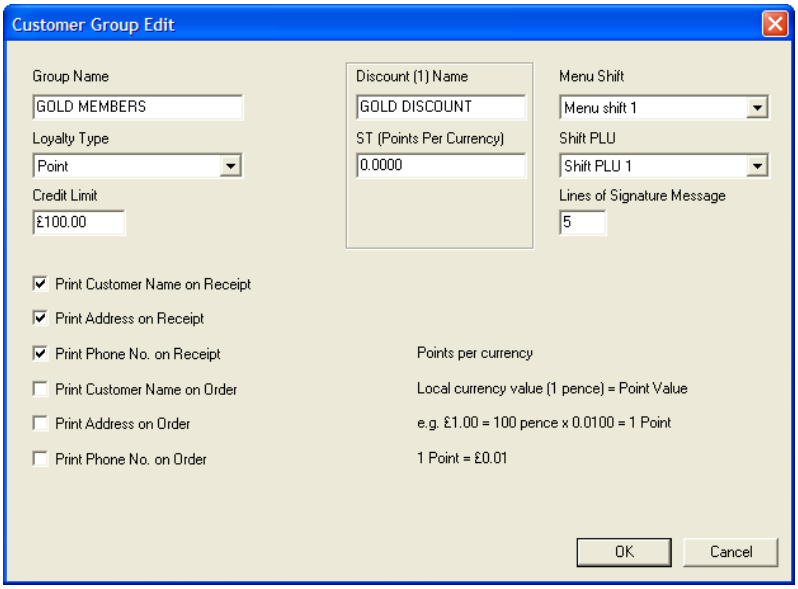

9. set the menu shift level and/or shift plu level. customer group members can access different price levels or products (menu shift) as soon as the customer has been selected

10. enter the amount of lines of signature message (max. 5 Lines), when a customer adds a balance to their account a receipt is issued for the customer to sign

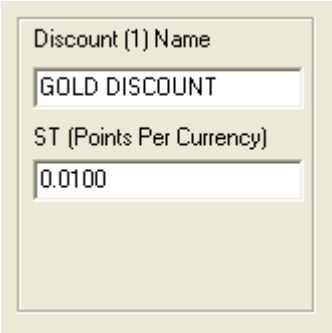



11. select credit customer. by ticking this box, the customer's balance cannot go into a negative balance (not below £0.00)


12. change the loyalty type to 'Point' and different options will be shown on the customer group edit screen




13. enter the point per currency value e.g. 0.0100 this is equal to 1 point




14. below is the formula used to show how 1 point is equal to 1 pence

    a) point per currency

    Local currency value (1 pence) = Point value

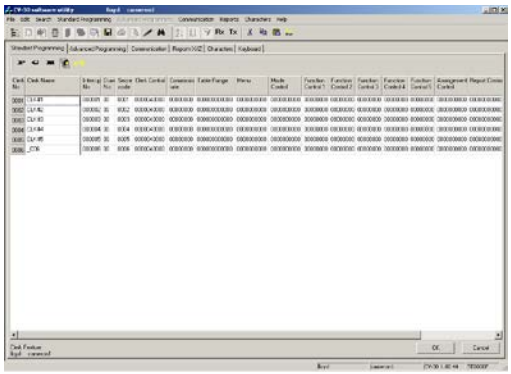
    e.g. £1.00 = 100 pence x 0.0100 = 1 Point

    1 Point = £0.01

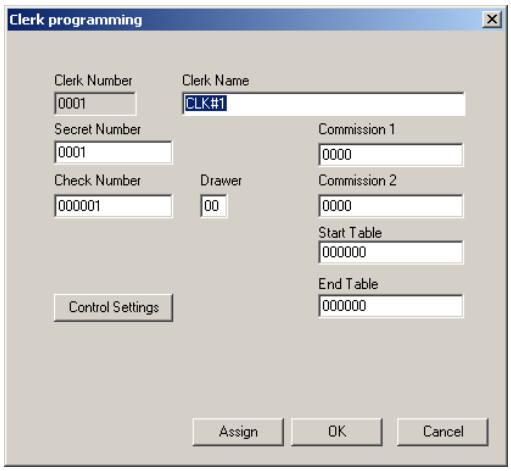
## CLERK PROGRAMMING

This section will take you through the various program options available for each clerk.

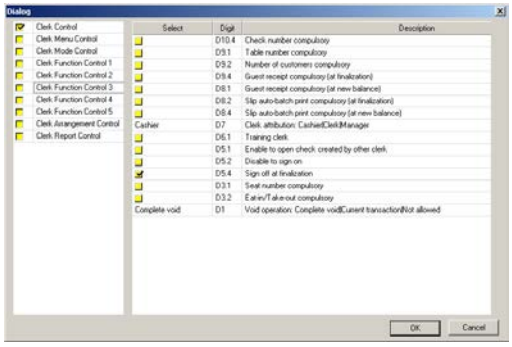
1. Click on the Clerk speed button  on the Standard Programming tab to display the Clerk Feature grid.



2. Double click on the clerk name to enter the Clerk Programming screen for the selected clerk.




3. Click in the name field and change the name.
4. Input any additional options such as the commission rate.
5. Click on the Control Settings button



5. Click in the yellow tick box next to the record you want to modify
6. In the screen on the right insert a tick or number in the Select column for the option you want to set.
7. Click on the OK button to save your changes.
8. Click on the Send button to transfer the program to the ECR.

**TO ASSIGN A CLERK TO THE KEYBOARD**

**TASK 2**

1. Click on the Keyboard tab
2. Click on the Clerk speed button.
3. Select a clerk from the Clerk List and drag it to the keyboard layout.

**SECTION TIPS:**

The Clerk Feature grid can also be displayed by selecting Standard Programming¦ Clerk ¦ Clerk Feature on the main menu.

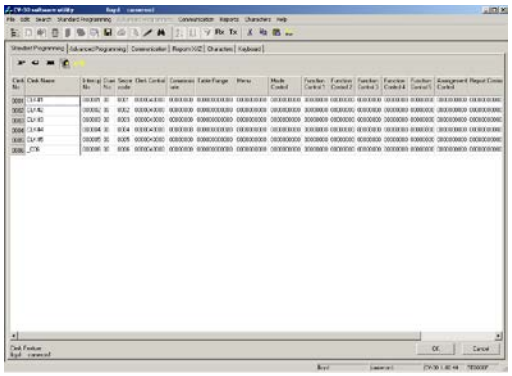
You can access individual clerk Control Settings by double clicking on any of the following columns on the Clerk Feature grid:

Clerk Control
Mode Control
Function Control 1
Function Control 2
Function Control 3
Function Control 4
Function Control 5
Arrangement Control
Report Control

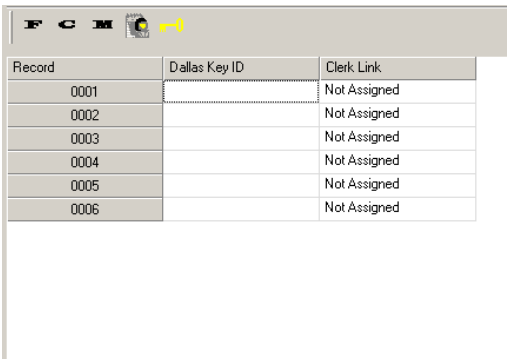
## CLERK DALLAS KEY SETUP

The Clerk Dallas Key screen is used to assign a Dallas key number to a clerk for signing on.

1. Click on the Clerk speed button  on the Standard Programming tab



2. Click on the Dallas Key button 



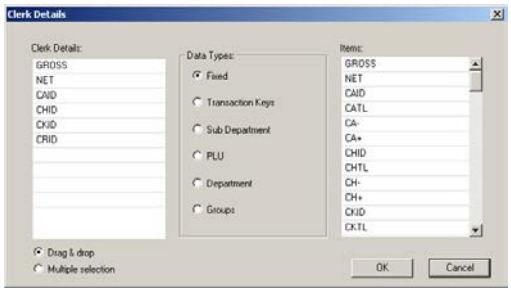
| Record | Dallas Key ID | Clerk Link |
|---|---|---|
| 0001 | | Not Assigned |
| 0002 | | Not Assigned |
| 0003 | | Not Assigned |
| 0004 | | Not Assigned |
| 0005 | | Not Assigned |
| 0006 | | Not Assigned |

3. Enter the Dallas Key number in record one.
4. Click in the Clerk Link column and select the clerk that will link to the Dallas Key ID.
5. Click on the Send button to transfer the program to the ECR.

**CLERK DETAIL SETUP**

Clerk Detail is used to track information per cashier. The Clerk Detail screen is used to select the data you would like track. You can specify which data to collect such as the total credit card uses, the number of time the No Sale key is used, for each individual clerk, a number of additional tracking options are available.

1. Click on the Clerk speed button on the Standard Programming tab then click on the Dallas Key button




2. In the Data Types field select the forth option PLU.
3. Notice the Items field values have changed
4. Use the left mouse button to click on the first PLU, continue to press the button down and drag the PLU into the Clerk Detail field on the left, place the PLU onto an empty cell.
5. Repeat steps 2 and 4 to track additional data.
6. Click on the OK button
7. Click on the Send button to transfer the program to the ECR.

**SECTION TIPS:**

The Clerk Detail screen can also be displayed by selecting Standard Programming¦ Clerk ¦ Clerk Detail on the main menu.

Click in Multiple Selection at the bottom of the screen to be able to highlight more than one item, and then click on the left arrow button to add the items into the Clerk Details field.

In the Data Types field click in the radio buttons next to description for the items you would like to track. See step 3.

To remove a record click and drag it back to the items field.

**NOTE:**

You can track up to 99 records in the Clerk Detail file, increase file number 30 on the Memory Allocation screen.

## QT-6 SERIES TOUCH SCREEN PROGRAMMING

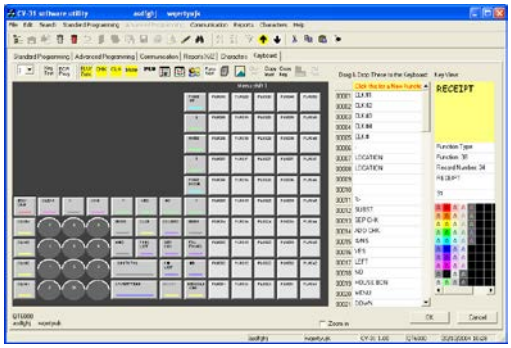
Many new options have been incorporated within CV-33 to allow the programming of the QT-6 Series. The following tutorials will guide you through the features that form part of the QT-6 Series model.

### MODE WINDOW

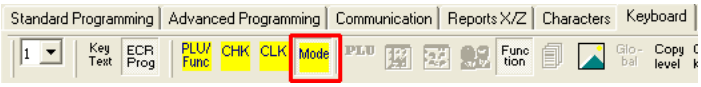
The Mode Window is displayed on the QT-6000 by pressing the Mode key; the function key colour bars can be changed.

1. Click the keyboard tab 

.
2. The keyboard screen is displayed:

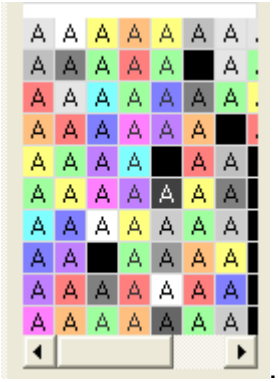



3. Click on the Mode speed button




4. The Mode Window is displayed:

5. Click on a key in the Mode window
6. Select a new colour from the colour Palette shown in the far right of the screen



Click on the Send icon on the main tool bar this will transfer all related data to the ECR.

**SECTION TIPS:**

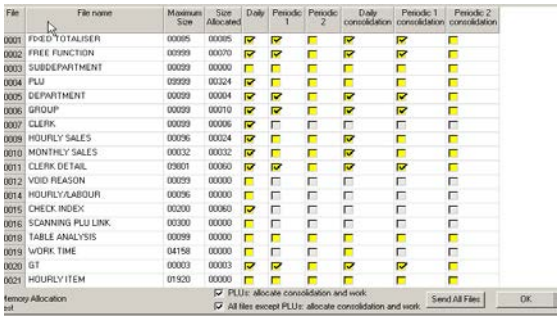
Selecting the different function keys and choosing a different colour on the colour palette will change all function keys that have colour bars.

## ASSIGNING BITMAPS

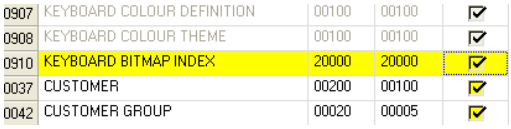
You can assign pictures saved in the bitmap format to a key and Clerk windows. The pictures must be saved in the BMP file format to be compatible with the software and ECR. It is also necessary to meet bitmap size requirements please refer to the QT-6000 reference manual.

Before you can assign bitmaps you must allocate memory on the Memory Allocation screen.

1. Select Memory Allocation from the Standard Programming menu on the main menu.
2. The Memory Allocation dialog appears:



3. Locate file 910 and click the tick box to allocate all bitmap records



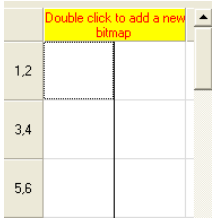
| | | | | |
|---|---|---|---|---|
| 0907 | KEYBOARD COLOUR DEFINITION | 00100 | 00100 | ☑ |
| 0908 | KEYBOARD COLOUR THEME | 00100 | 00100 | ☑ |
| 0910 | KEYBOARD BITMAP INDEX | 20000 | 20000 | ☑ |
| 0037 | CUSTOMER | 00200 | 00100 | ☑ |
| 0042 | CUSTOMER GROUP | 00020 | 00005 | ☑ |

4. Click on the Send All Files buttons on the Memory Allocation screen to transfer the memory to the ECR.

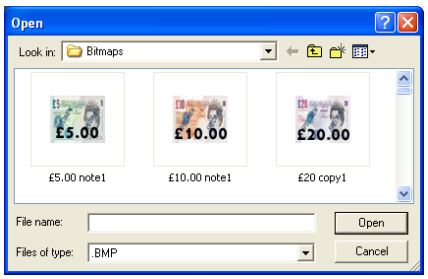
5. Click the keyboard tab 

.

6. Click the Bitmap icon 
7. The Bitmap List appears:




8. Double a click a cell to display the Open file dialog and select the bitmap you would like to save to the list.



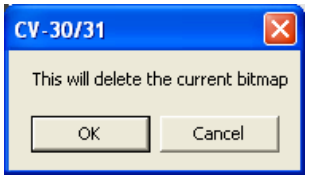
9. The bitmap appears in the selected cell


10. You can now drag the bitmap to a key.


11. Click on the Send icon on the main tool bar this will transfer all related data to the ECR.

**REMOVING A BITMAP FROM A KEY**

1. Click on the key that contains the Bitmap
2. Click on the Red Trash Can
3. Click on OK button on the Message Box.

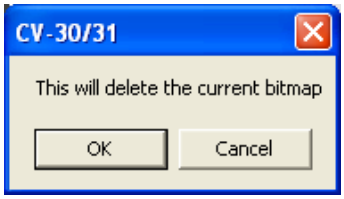


## PERMANENTLY DELETING A BITMAP

To delete a bitmap from the bitmap file follow the steps below

1. Click the Bitmap icon 
2. The Bitmap List appears:


3. Click on the image to be deleted
4. Click on the Grey Trash Can 
5. Click on the OK button on the Message Box displayed

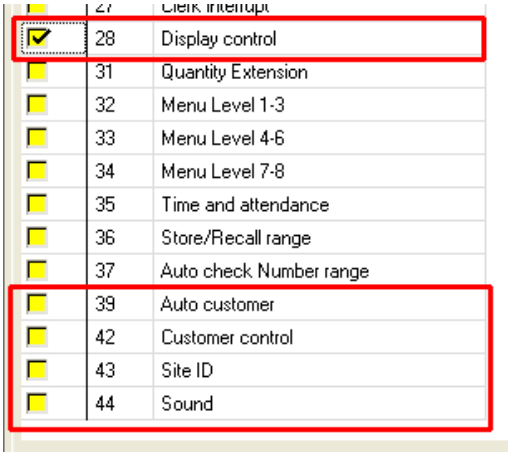



## GENERAL PROGRAMMING (22 CODES)
## COLOUR THEME

Newly added programming codes are available for the QT-6000, which allows the user to specify the colour theme.

1. On Standard Programming tab click on the General Programming speed button 

   Some newly added options:



| | | |
|---|---|---|
| ☑ | 28 | Display control |
| ☐ | 31 | Quantity Extension |
| ☐ | 32 | Menu Level 1-3 |
| ☐ | 33 | Menu Level 4-6 |
| ☐ | 34 | Menu Level 7-8 |
| ☐ | 35 | Time and attendance |
| ☐ | 36 | Store/Recall range |
| ☐ | 37 | Auto check Number range |
| ☐ | 39 | Auto customer |
| ☐ | 42 | Customer control |
| ☐ | 43 | Site ID |
| ☐ | 44 | Sound |

   If the user-defined option is selected for record 28 then it is possible to personalise the colours displayed for windows.

   The colour theme speed button appears when user defined option is selected.

2. On Standard Programming tab click on the Colour Theme speed button 

| Record | Description | Background | Character |
|---|---|---|---|
| 01 | Window title colour | | |
| 02 | Window colour | | |
| 03 | Title box colour of check window 1 | | |
| 04 | Title box colour of check window 2 | | |
| 05 | Title box colour of check window 3 | | |
| 06 | Title box colour of check window 4 | | |
| 07 | Title box colour of check window 5 | | |
| 08 | Title box colour of check window 6 | | |
| 09 | Title box colour of check window 7 | | |
| 10 | Title box colour of check window 8 | | |
| 11 | Title box colour of check window 9 | | |
| 12 | Title box colour of check window 10 | | |
| 13 | No check colour of key in check window | | |
| 14 | Occupied colour of key in check window | | |
| 15 | New balanced colour of key in check window | | |
| 16 | Guest receipt issued colour of key in check window | | |
| 17 | Finalised colour of key in check window | | |
| 18 | Table shared colour of key in check window | | |
| 19 | Title box colour of the clerk 1 window | | |
| 20 | Title box colour of the clerk 2 window | | |
| 21 | Title box colour of the clerk 3 window | | |

Colour Theme

3. Change the theme to you're desired colour by clicking in the Background or Character column.
4. Click on the Send Arrow on the branch list screen to transfer the program to the ECR.

## QT-6000 KEYBOARD PROGRAMMING

The QT-6000 has 15 menu levels, the keyboard tab allows the changing of different key sizes and other related options. This section explains the different features that have been added for the QT-6000.

### Key Sizes

New key sizes have been added for the QT-6000.

1. Click the keyboard tab 

.
2. Select the PLU 0001 key
3. Click on the Key Text speed button 

4. Click on the Double height key to change to this key size

## INVERT COLOURS

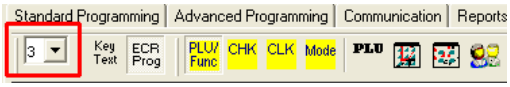
By default the colour bar is shown for function keys. It is possible to remove the colour bar and have the colour that is assigned to the colour bar coloured to the entire key.

1. Click on the Invert speed button

## COPY KEY

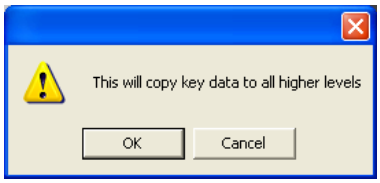
The copy key function allows the copying of individual keys to the selected higher menu level. Example selecting Copy Key on menu level 3 will copy the function key to menu level 3-15.

1. Select menu level 3 from the Menu Level pull down




2. Select the key that you would like to copy on the keyboard layout
3. Click on the Copy key speed button 

4. Click on the OK button on the message displayed




**NOTE:**

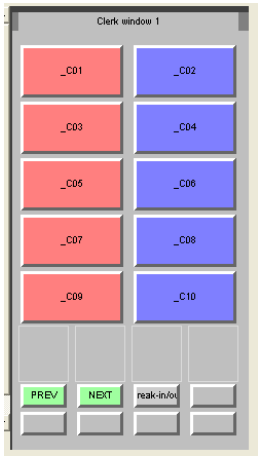
Before you can change a key to another size you must make the key single first if is not already.

## CLERK WINDOWS

The QT6000 has 9 programmable windows for signing on clerks, it is possible to place bitmaps on the keys on the clerk window and assign functions keys to the bottom keys on the window.

1. Click the keyboard tab 
.
2. Click on the Clerk Window speed button 

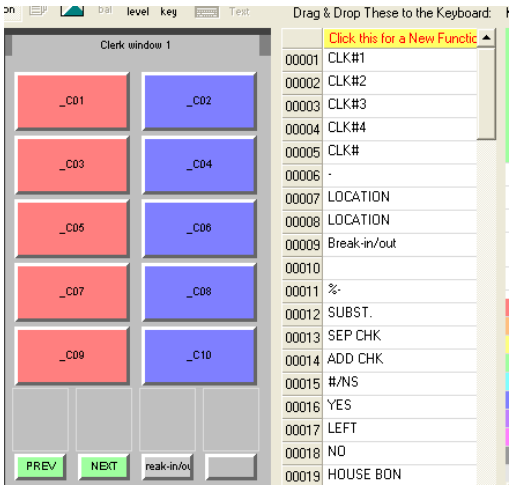
3. The Clerk Window is displayed:




### Assigning Functions

You can drag and drop existing or new functions to the 8 function buttons at the bottom of the screen.

1. Select a function from the Function List



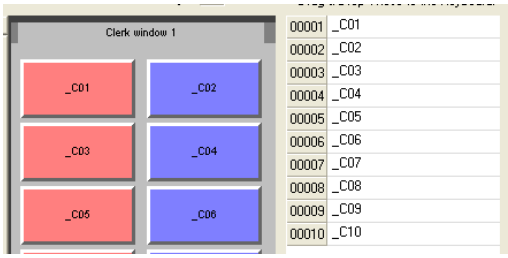

2. Drag to an empty function key on the clerk window.

Use the combo box to shift between the 9 different menu levels.

**Assigning a Clerk to a key**

1. Click on the Clerk List speed button on the keyboard tab

2. The clerk list is displayed:




3. Drag the clerk from the list to the key position

4. Use the bitmap speed button to select from the list of bitmaps saved. 

**Tips**

Use the colour palette to change colours of the keys.

Click on key text to change the size of keys

**Note:**

You must make a single key before changing the size of the key.

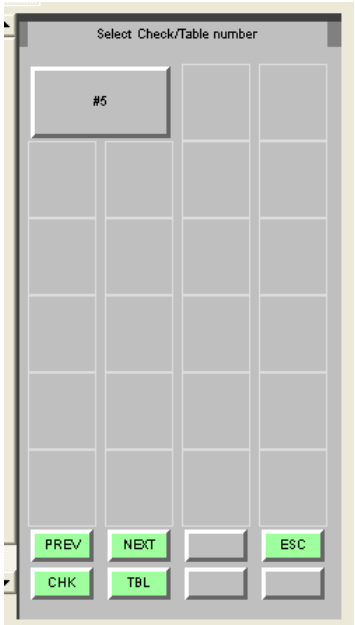
## CHECK WINDOW PROGRAMMING

The QT6000 has 10 programmable windows for table/check tracking, it is possible to place bitmaps on the keys and assign functions to the bottom keys on the window. Check window 1 is dynamic and only allows the table shape to be changed, while windows 2-10 are programmable.

1. Click the keyboard tab 

.
2. Click on the Check window speed button 

3. The Check Window is displayed:




Check window 1 displays the starting Auto number generated, which you can change at the bottom of the window.

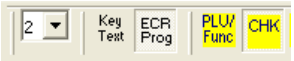
### Auto Table Range

| | |
|---|---|
| Start check/table number | 5 |
| End check/table number | 50 |

## CHANGING TABLE KEY SIZES

1. Click on the key in the Check Window
2. Click on the Key text speed button
3. Click on the key size you would like to change to.

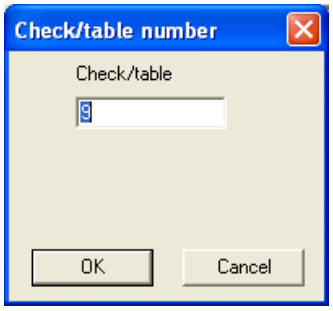
## CHECK WINDOW 2-9 PROGRAMMING

1. Select Check Window 2 from the menu level button 

2. To delete a table click on the table
3. Click on the delete speed button

**TO CHANGE THE TABLE NUMBER**

1. Double click on a table
2. The table number window is displayed:




3. Enter the table number and click on the OK button.

**TIP**

You can assign bitmaps to the tables if you would like by clicking on the bitmap speed button.

**NOTE:**

Each window must have a unique range of table numbers it is not possible to have the same table number displayed twice in a window.

It is not possible to change the colour of the tables.

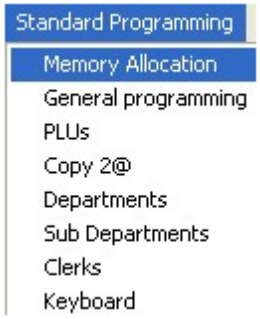
## PAN-EUROPEAN IPL FULL CHECK WINDOW PROGRAMMING

Store logos and full check windows are designed using image designer. The next set of steps describes how to use the image designer interface.

**NOTE:**
Image designer is only available when the Pan-European IPL is selected.

### How to allocate memory for image designer

1. Select Memory Allocation from the Standard Programming menu




2. Check the image designer files (795 - 799) in the Daily column:

| File | File name | Maximum Size | Size Allocated | Daily |
|---|---|---|---|---|
| 0795 | FREE FUNCTION/CHK WINDOW | 00090 | 00090 | ☑ |
| 0796 | SCREEN LOGO | 06002 | 06002 | ☑ |
| 0797 | ROOM PLAN 1 | 06002 | 06002 | ☑ |
| 0798 | ROOM PLAN 2 | 06002 | 06002 | ☑ |
| 0799 | ROOM PLAN 3 | 06002 | 06002 | ☑ |

3. Click the Send Files button to transfer the files to the ECR.

**NOTE:**
All sales data resets when the entire ECR program (file 90) is transferred.

**To open image designer**

Open image designer from the Advance Programming menu or click the button on the Advance Programming tab.

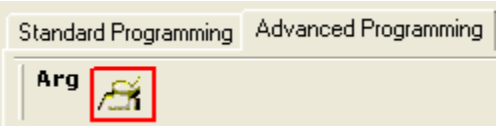
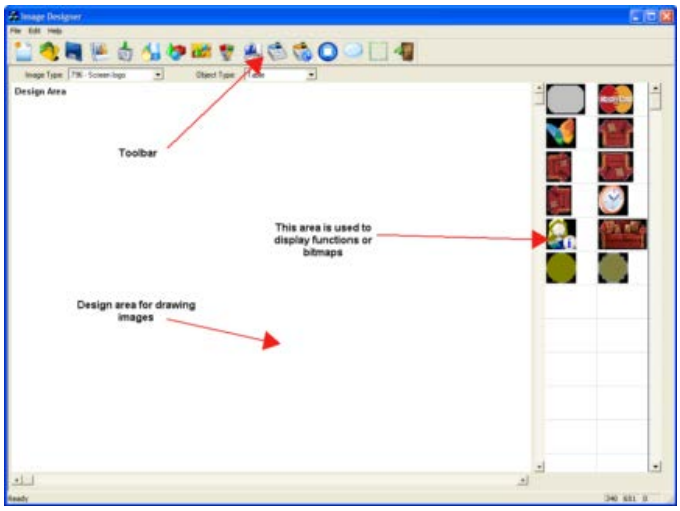



Image Designer Interface:



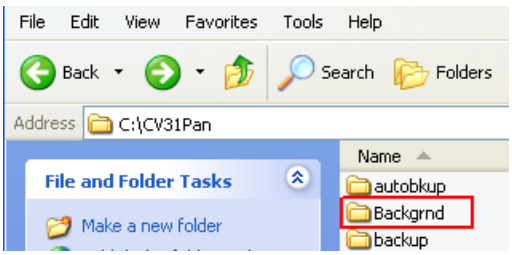

**How to change the background image**

1. Click on the background button 
2. Click the lightwood background image

**How to add more background images**

Additional backgrounds are added through Windows Explorer. Background images can be used for all branches.

1. Open Windows Explorer
2. Copy additional bitmaps into the folder called *Backgrnd*, which is located within the CV-33Pan directory.

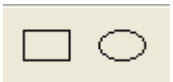



**NOTE:**
The maximum image size for store logos or backgrounds is 800x600 pixels for QT-6000/6100 however the maximum image size used on the QT-6600 is 1024x768.

**How to create a table**

Tables when created appear grey.

1. Click on the rectangle or circle button to select the shape of the table.



2. Ensure the Object Type pull-down shows Table, if not click the arrow to select it.

Object Type pull-down:


The mouse pointer changes to a cross to indicate drawing mode when moved into the Design Area.

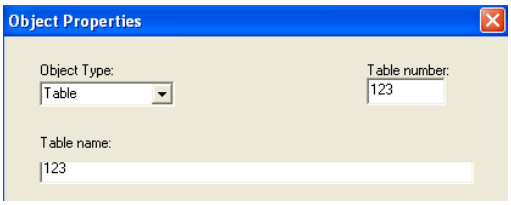
3. Hold the left mouse button in the Design Area and move the mouse until the desired table size is achieved.

4. Double click on the table to display the Object Properties dialog:

5. Enter 123 in Table number and Table name.

6. Click OK

The completed screen should look like the screen shot below:




**NOTE:**

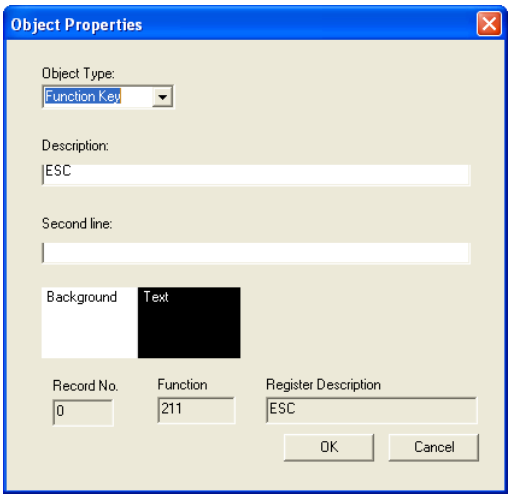
The combined number of tables and function keys that can be placed on each check window is 29.

**How to create a function key**

Functions keys appear in white when created.

1. Select Function Key from the Object Type pull down.
2. Click on the Circle button.
3. Hold the left mouse button in the Design Area and move the mouse until the desired key size is achieved.
4. Click on the System Function key icon.
5. Drag the ESC function to the function key.

Double click function keys to display the Object Properties screen:

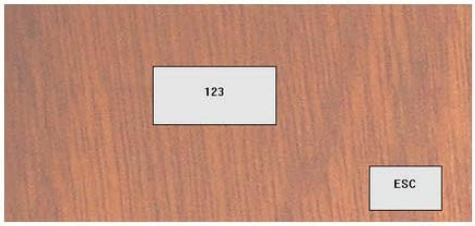



**NOTE:**

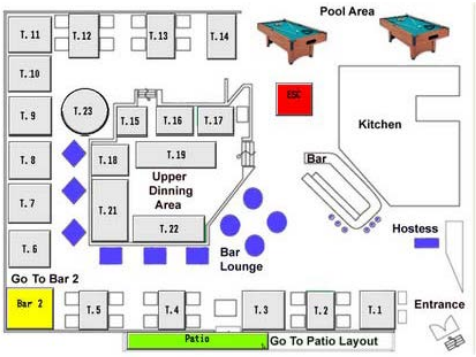
Existing functions can also be used. Click the Existing Functions  button to display functions for the selected branch.

### Full check window

The screen shot below shows the completed check window:




The next screen shot shows a demo program check window:




### To save images

Use the Save button  to store images. The layout folder in the can be used for storing.

### How to transfer images to the ecr

1. Select the image type that is to be transferred from Image Type.

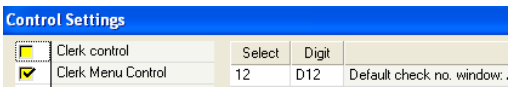
2. Click the ECR button 

to transfer the image to the ECR.

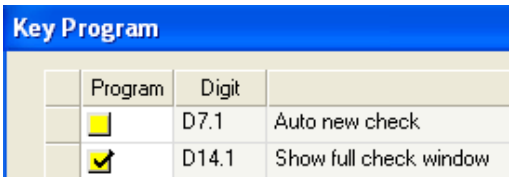
**How to display the check window**

Two settings must be set to display the full check window. Set the default check window against clerks that will display the window.

1. Enter a range between 11 and 13 (QT-6600 uses a range between 21 and 23) in the Select column in Clerk Menu Control.




2. Double click the new/old check key on the keyboard screen to set the option to display the full check window




**NOTE:**

The image is not shown until after a Flag MAC.

**How to copy tables and function keys**

1. Right click on an existing table or function key
2. Select Copy
3. Choose an empty space within the Design Area
4. Right click and select paste

**NOTE:**

The table number and name are not copied from an existing table.
It is not possible to assign the same table number to two or more tables.

**How to size and move functions keys and tables**

1. Click once on a table or a function key to display handles.
2. Drag a handle to resize
3. To move click in the centre and drag

**How to delete functions and tables**

1. Click on the table or function key
2. Press the Delete key on the keyboard or click on the Delete icon

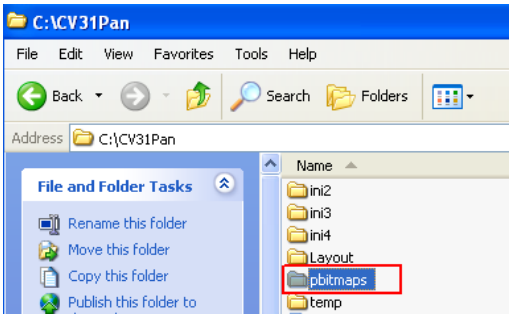
**How to add bitmaps to an image**

A number of bitmaps are included by default such as chairs and tables.

1. Click on the bitmap button
2. Drag a bitmap from the bitmaps displayed to the Design Area

**To add more bitmaps**

1. Open Windows Explorer
2. Copy additional bitmaps into the folder called *pbitmaps*, located in the CV-33Pan directory.




**How to display the image stored in the ecr**

1. Use the PC button  to retrieve the selected image type from the ECR.
2. Click the display image button  to display the stored image

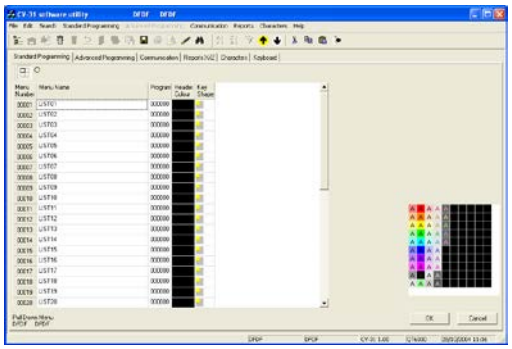
**NOTE:**

The retrieved image cannot be edited.

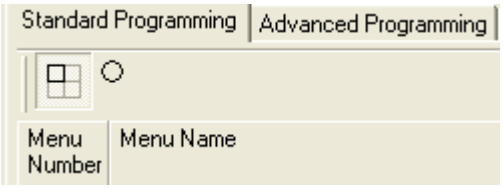
## QT-6000 PULL DOWN GROUP PROGRAMMING

This section provides an overview of the new features available for QT-6000 for Pull Down Groups. Please follow the TE-8000 guide described in the earlier part of this manual for a more detail explanation of Pull Down Menu Programming.

1. Click on the Pull Down Group speed button on the Standard Programming tab  .
2. The Pull Down List screen is displayed:



3. Use the key shape speed button to choose the shape of the keys displayed within each Pull Down list



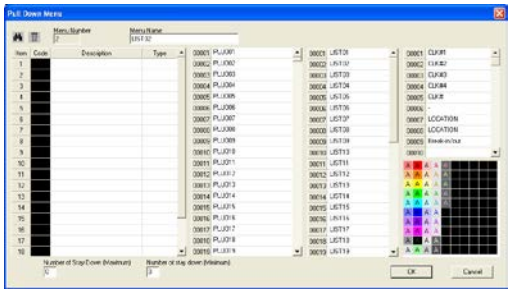
## TO CHANGE THE LIST HEADER COLOUR

1. Click the list header colour for Pull Down 1.

| Menu Number | Menu Name | Program | Header Colour | Key Shape |
|---|---|---|---|---|
| 00001 | LIST01 | 000000 | A | |

2. Click the colour palette in the far right corner to change the header colour
3. Double click on Pull Down 1

4. Detail programming screen for items that make up Pull Down 1 is displayed:



You can use the colour palette to change the colour of each item that makes up the Pull Down screen.

5. Click in the Code column

| Item | Code | Description | Type |
|---|---|---|---|
| 1 | 0001 | PLU001 | PLU |

6. Select a colour in the colour palette.

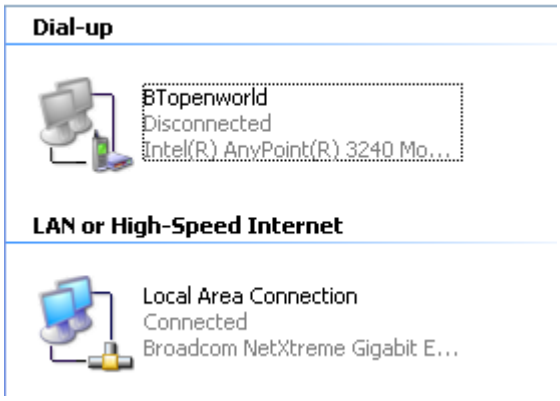
**TIPS**

Don't forget to send you're programming changes down use the down arrow  on the Pull Down screen.

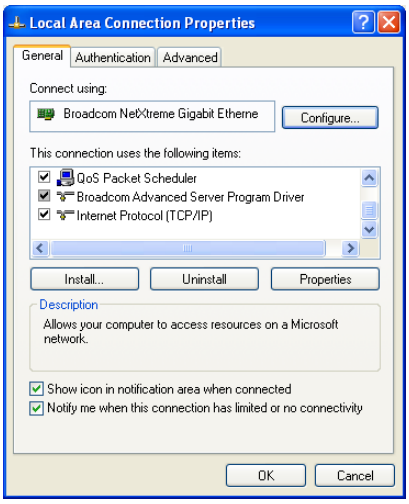
## SETTING UP TCP/IP

You must use a NETGEAR hub

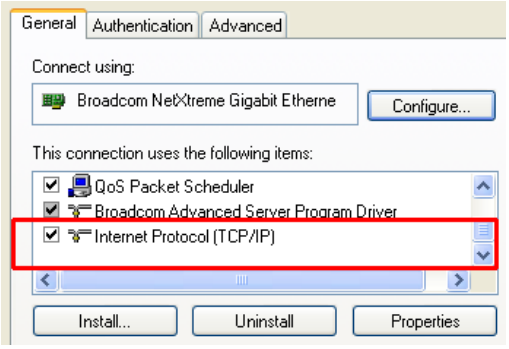
1. On Network neighbour hood on the desk top or within the Start menu select properties
2. Click on the active local area network connection.



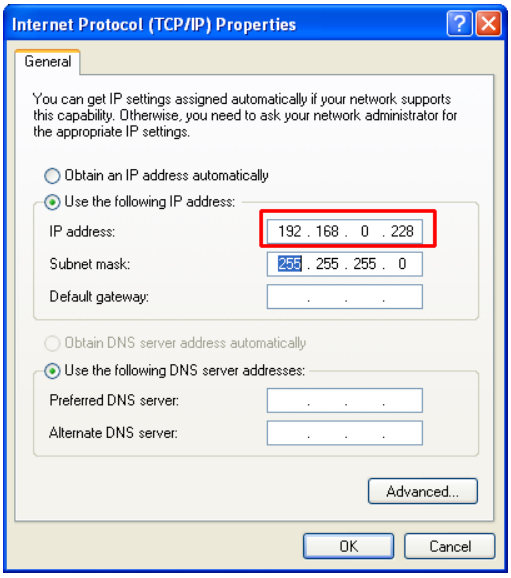

3. The Local area Connection Properties screen is displayed:




4. Click on Internet Protocol

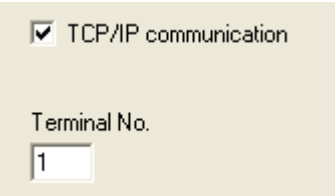



5. Click on the Properties button
6. Enter the IP Address highlighted




7. The subnet mask is automatically set click on the OK button to save

Within CV-33 you must set TCP/IP communication on the Branch Details screen for the branch that is to communicate Inline and also select the terminal number.




The terminal number relates to the terminal number system used by the ECR, this is where a default set of IP addresses are assigned to each terminal number, for example;

ECR01=192.168.0.1
ECR02=192.168.0.50
ECR03=192.168.0.51
ECR04=192.168.0.52
ECR05=192.168.0.53
ECR06=192.168.0.54
ECR07=192.168.0.55
ECR08=192.168.0.56
ECR09=192.168.0.57
ECR10=192.168.0.58
ECR11=192.168.0.59
ECR12=192.168.0.60
ECR13=192.168.0.61
ECR14=192.168.0.62
ECR15=192.168.0.63
ECR16=192.168.0.64
ECR17=192.168.0.65
ECR18=192.168.0.66
ECR19=192.168.0.67
ECR20=192.168.0.68
ECR21=192.168.0.69
ECR22=192.168.0.70
ECR23=192.168.0.71
ECR24=192.168.0.72
ECR25=192.168.0.73
ECR26=192.168.0.74
ECR27=192.168.0.75
ECR28=192.168.0.76
ECR29=192.168.0.77
ECR30=192.168.0.78
ECR31=192.168.0.79
ECR32=192.168.0.80

**SETTING UP FTP**

File Transfer Protocol (FTP) is a network protocol used to transfer data from one computer to another through a network, such as the Internet.
FTP is a file transfer protocol for exchanging and manipulating files over any TCP-based computer network. A FTP client may connect to a FTP server to manipulate files on that server. As there are many FTP client and server programs available for different operating systems, FTP is a popular choice for exchanging files independent of the operating systems involved.
FTP runs exclusively over TCP. The Default listening port is 21 for incoming connections from FTP clients. A connection to this port from the FTP Client forms the control stream on which commands are passed to the FTP server from the FTP client and on occasion from the FTP server to the FTP client.

CV-33 is a FTP client; you will need to setup your ECR as a FTP server. The following steps will explain how to setup FTP communications between PC and ECR over a broadband connection (not limited to).

Things you will need for a remote connection (this is not necessary for a local connection to the ecr):
Broadband modem router (with Ethernet ports)
Active internet account
Static IP address from your ISP (preferred but not essential)

Note: local connection is used without the need to connect outside of your network, whereas remote connection is used to connect to your device outside of your network.

When using a broadband modem router they are usually setup with a firewall of which ftp communications are restricted, in this case you must do what is called ‘port forwarding’ this allows the port that ftp uses (port 21) to be open for communications in and out. There are a couple of concepts you need to know before you can understand port forwarding.

1. Every device on the internet has at least one ip address. The IP address is a number that is used to identify a device.
2. Every IP address is divided up into many ports. When one computer sends data to another computer, it sends it from a port on an ip address to a port on an ip address
3. A port can only be used by one program at a time.

When a computer on the internet sends data to the external ip address of the router, the router needs to know what to do with the data. Port Forwarding simply tells the router which computer on the local area network to send the data to. When you have port forwarding rules set up, your router takes the data off of the external ip address port number and sends that data to an internal ip address port number. Port Forwarding rules are created per port. So a rule set up for port 53 will only work for port 53.

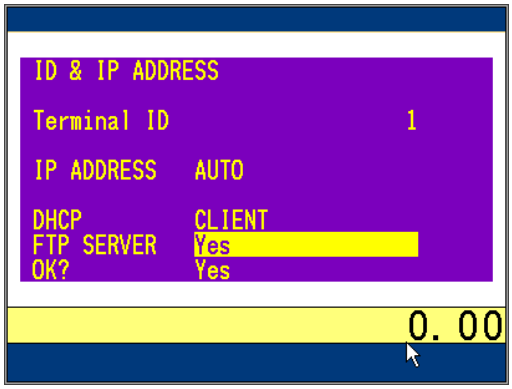
Note: The external ip address can be obtained from your ISP, this address will be used to access your FTP server

There are several broadband modem routers on the market that allow port forwarding and they are handled differently between manufacturers. For this example a netgear dg834g broadband modem router will be used.

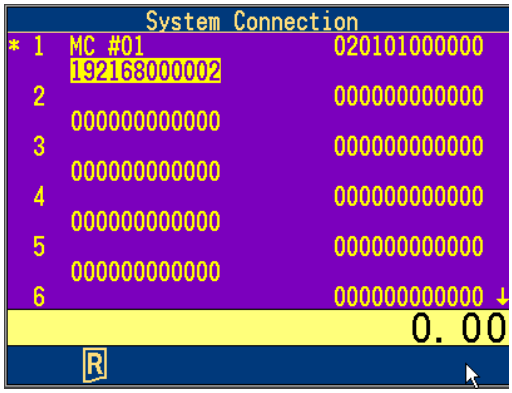
To setup port forwarding on this router your qt6000 needs to have a static ip address. By default netgear routers have an ip address of 192.168.0.1 (this can be changed in the routers advance settings) which can be used to access the configuration settings of the router, because the default ip address of the qt6000 is 192.168.0.1 this will conflict with the router address. There are two ways to change the ip address of the qt6000.

Automatically obtain ip address from the existing network, this is done from initialization.

Setup the terminal id as 1
Set 'IP address' as auto (this will pick up the ip address given by your router which is setup as a DHCP server)
Set 'DHCP' to client (this will give the job of the router to act as a DHCP server which allocates ip addresses for your network rather than the qt6000)
Set 'FTP server' to yes (this will allow qt6000 to act as a FTP server and client, with this option set to 'no', qt6000 will act as a client only, you can change this setting in TCP/IP settings on qt6000)

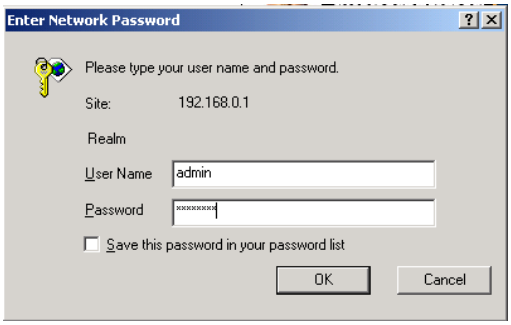



Manually enter the ip address for the qt6000, this is done in system connection in program 3.




Now that you have set your ip address for the qt6000, we will now use this ip address to setup port forwarding on our router.

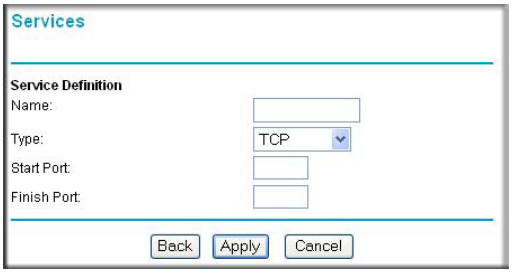
1. Open a web browser like internet explorer or firefox. Enter the ip address of your router in the address bar of your browser. By default the ip address should be set to 192.168.0.1



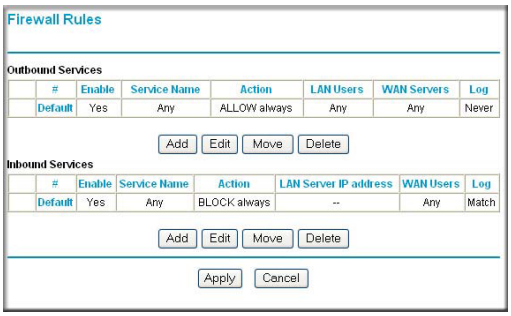

You should see a box prompting you for your username and password. Enter your username and password now. By default the username is admin, and the password is password. Click the Ok button to log in to your router.

2. Under Security in the left hand menu click Services. You should see the following menu. Click Add a Custom Service

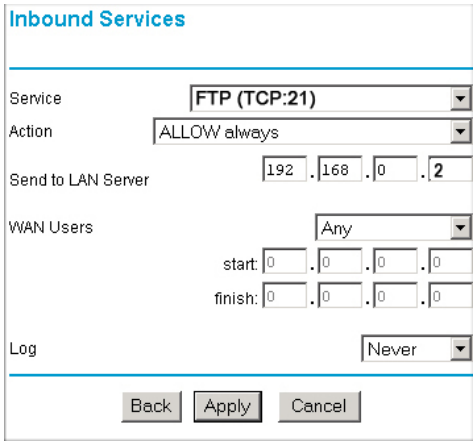

3. Give your service a name 'FTP', set protocol to 'TCP', set start and finish port to '21'

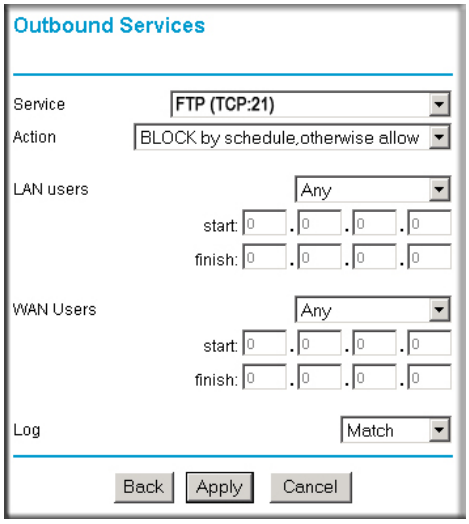



4. Under Security in the left hand menu click Rules. Once again you should see the following menu.



5. Click Add in the Outbound and Inbound services section.



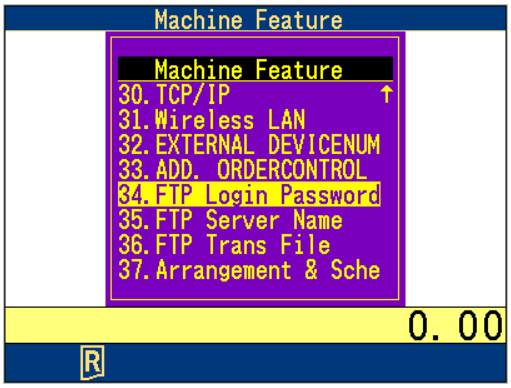

| Description | | Choice | PGM Choice |
|---|---|---|---|
| FTP TIME OUT (001~999) | | | D4 |
| | | | D3 |
| | | | D2 |
| DHCP | a | Server = 1 | D1 = (a + b) |
| | | Client = 0 | |
| FTP | b | Server/Client = 2 | |
| | | Client Only = 0 | |

Select the service we previously created. Action should be set to ALLOW always. Enter the ip address you want to forward these ports to in Send to LAN Server. You should enter your qt6000 ip address into this box. Wan Users should be set to any, unless you want to limit who you want to connect to these ports. log should be set to never, unless of course you want to create a log of network activity.When you are finished click Apply.

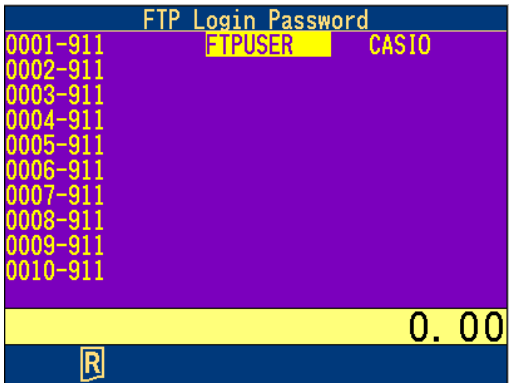
Now that the router is setup, we must now setup some additional parameters on the qt6000. We must create login details for the remote PC to connect to the qt6000 and if not set from initialization, setup TCP/IP.

Enter mode and press pgm5
Select 1. Memory allocation
Select 6.Individual file
Locate file 911 and enter 10, file 912 enter 9, file 913 enter 10
Enter mode and press pgm3
Select 1. Machine feature
Select 30. TCP/IP
On record 1-900 enter 000000000002 (this sets the qt6000 as a DHCP client and enables the qt6000 to be a FTP client and server) after changing these settings you must flag clear your qt6000

1. Enter mode and press pgm3
2. Select 1. Machine feature
3. Select 34. FTP login password




The first column refers to the username and the second column refers to the password, please enter a username and password.



**SETTING UP FTP ON CV-33**

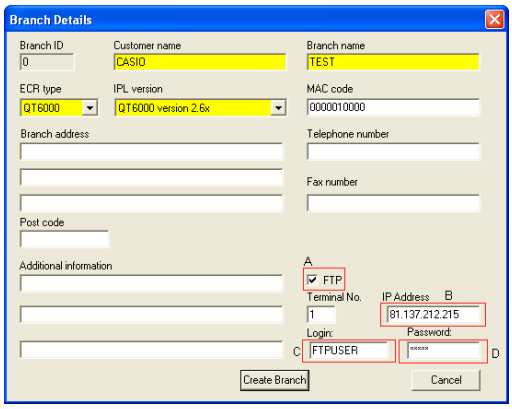
Open a new branch and enter your details as follows.

1. Enter a unique Customer name and Branch name
2. From the drop down box select your ECR type.
3. From the drop down box select your IPL version

Note: FTP client service is only available for the following IPL's in CV-33 branch setup;

QT6000 version 2.6x
QT6000 Pan European Scanning (2.6x)
QT6000 Scanning with scale (2.6x)
QT6000 UHS-3

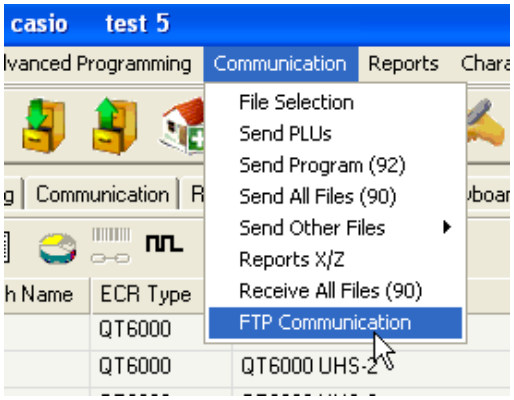
4. Select the tick box marked FTP(A)
5. Enter the IP address (B) of your FTP server, this is the external ip address obtained from your ISP
6. Enter the login (C) and password (D) for the FTP server.



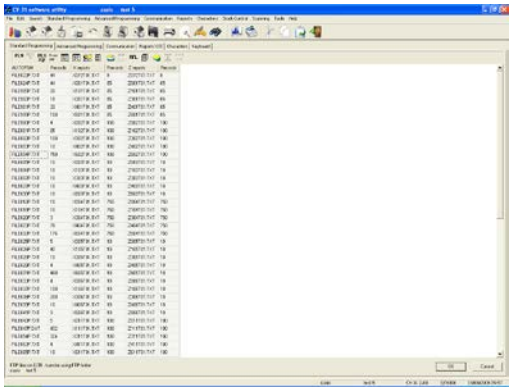

7. Select create branch then press ok

To setup FTP on a local network follow all steps previously described, however the ip address used would be the ip address of the qt6000 and not an external ip address you obtained from your ISP.
Using FTP with CV-33 has no difference to other communication protocols used in CV-33 in terms of sending and receiving data, however CV-33 has an option to access files directly on the qt6000 as text files which is more of an advance feature which would require some knowledge of qt6000's file structure. To access this feature follow the steps below.

8. From the taskbar select communication now select ftp communication



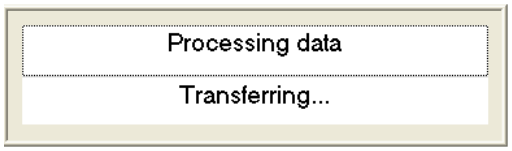
9. You are now presented with this screen.

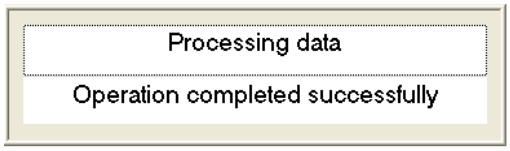


10. To modify a file, single click the file number you wish to modify

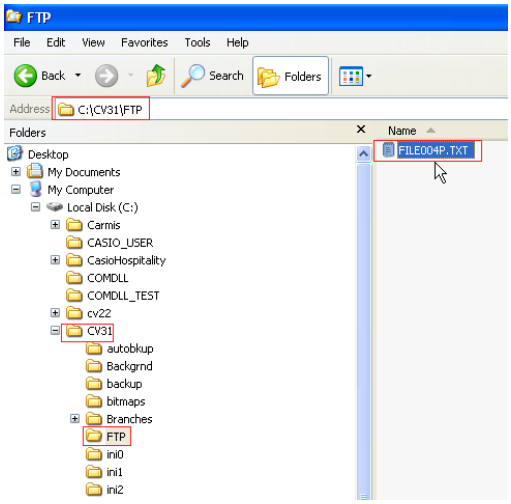
| | | |
|---|---|---|
| FILE999P.TXT | 100 | X601T01 |
| FILE900P.TXT | 4 | X002T01 |
| FILE001P.TXT | 85 | X102T01 |
| FILE002P.TXT | 100 | X302T01 |
| FILE003P.TXT | 10 | X402T01 |
| FILE004P.TXT | 750 | X602T01 |
| FILE005P.TXT | 10 | X003T01 |
| FILE006P.TXT | 10 | X103T01 |
| FILE007P.TXT | 10 | X303T01 |

Now receive the file using the receive icon

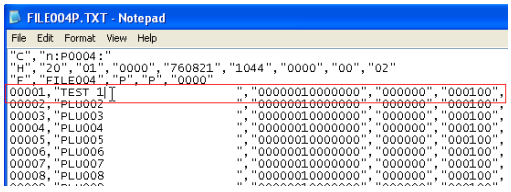


11. To access the file received you must locate the file within the CV-33 program directory (C:\CV31\FTP)




12. With the file received you can now begin to modify the file, in this case the PLU file (FILE004P.TXT)



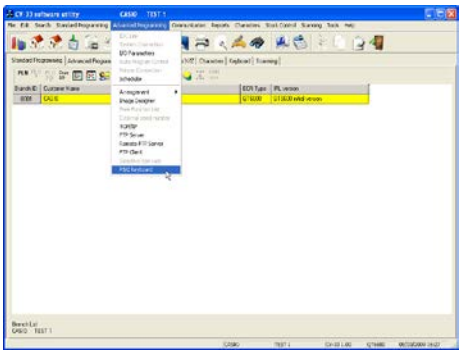

Note: It is advised that you only modify these files with some knowledge of qt6000 file structures; also you will need to refer to the qt6000 dealer manual to specify the various program fields

13. Once you have modified your file, save the file in your FTP folder 'C:\CV31\FTP'
14. In cv31 single click the file number you had previously modified and send the file to the qt6000 using the send icon

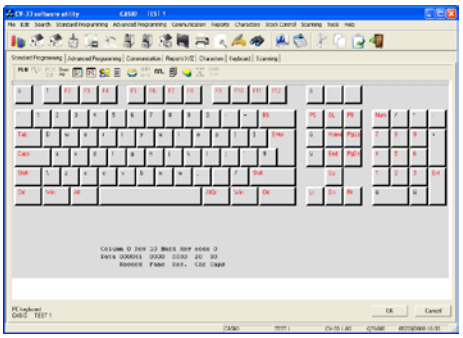
## PS/2 KEYBOARD PROGRAMMING (QT-6600 ONLY)

CV-33 now supports the programming of a standard PS/2 keyboard connected to a QT-6600, this will give you the flexibility to use a full size keyboard without using the touch screen, which makes it easier for entering characters for plu descriptions for example or quickly selecting the several program modes etc. or it can be used for direct selling of a plu or department, the list can be endless.
To access the keyboard utility and to program the keyboard please follow these steps

1. along the task bar select advance programming and now select PS/2 keyboard

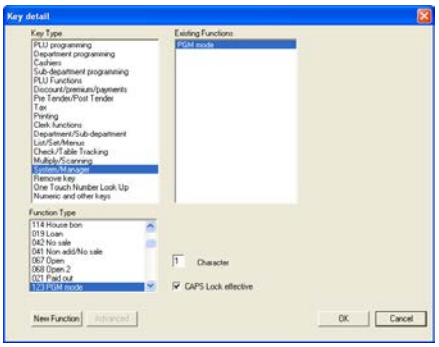


2. you are now presented with a full sized qwerty keyboard

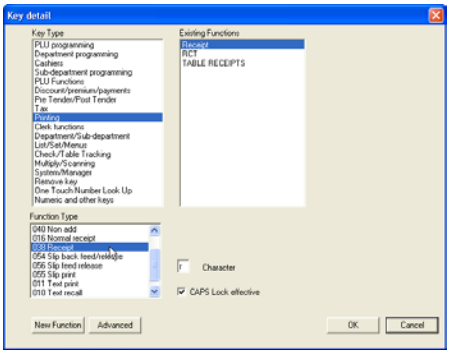


**Note**: this is a standard U.S. /UK keyboard this can be modified to suit different regions also if you have already connected your keyboard to your QT-6600 which is setup for your region, once you receive your file 90 into CV-33 this screen will change to suit

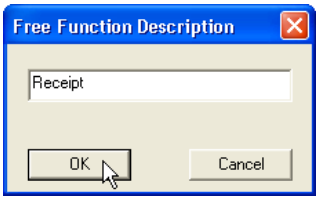
3. to modify a particular key, select a key by double clicking it , now you will be shown a function key list



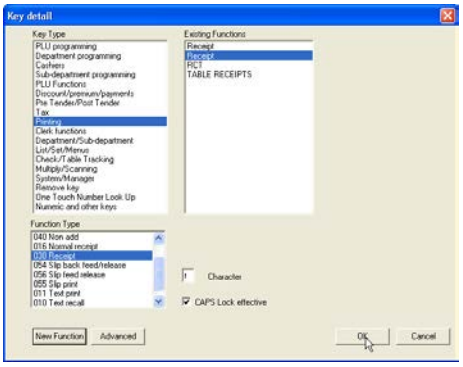
4. if you want to add a function, select from the key type window a particular function group and in the key type window select the actual function type, in this case we are going to add a receipt key to the keyboard,




5. once you have selected your function click on the 'new function' button, now a small window will pop up where you can rename your function if you wish (this also works in the same way when allocating keys in the keyboard screen)

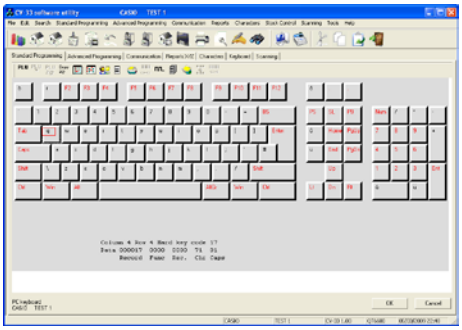



To complete your allocation, click the ok button on the 'key detail' window

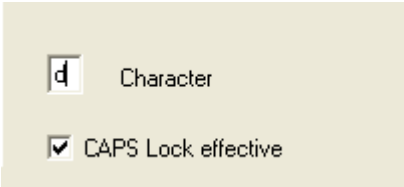



6. To change the alpha characters on the keyboard this is also done in the same way as allocating a function key

7. double click an existing alpha character on the keyboard, in this case the letter 'q'

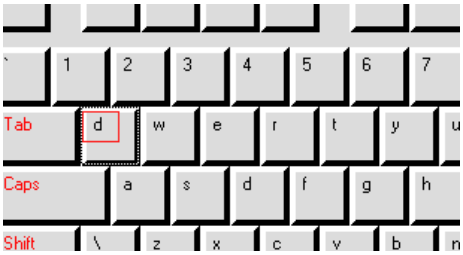


8. in the character box enter the letter of the alphabet you wish to add in place of the letter ‘q’, for this example we are going to use the letter ‘d’



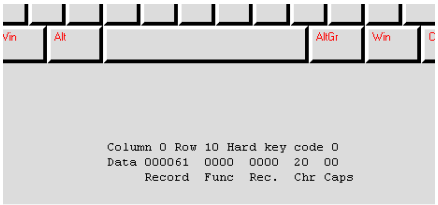

9. you will also notice there is a tick box, this will allow the alpha character to be in caps lock mode without holding down the caps lock key on your keyboard only for this key ( this does not remove the use of the caps lock function of the keyboard)

10. now click ok to see your changes

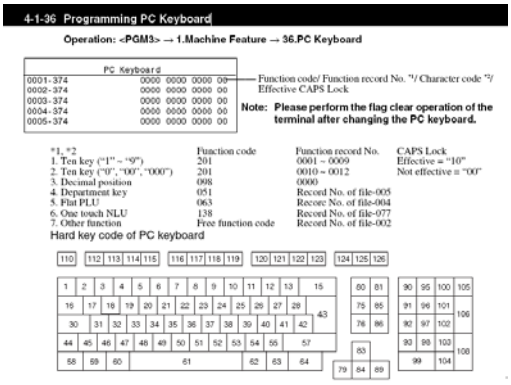



11. once you are finished making your changes click on the send icon located on the task bar

12. just below the keyboard you will notice data relating to key location with characters and function keys that exist in these key locations




13. this is basically the programming information which appears on the QT-6600 if you were to program it manually, here is a screen shot from the QT-6600 programming manual which explains in detail what this data means



4-1-36 Programming PC Keyboard

Operation: <PGM3> → 1.Machine Feature → 36.PC Keyboard

| PC Keyboard | |
|---|---|
| 0001-374 | 0000 0000 0000 00 |
| 0002-374 | 0000 0000 0000 00 |
| 0003-374 | 0000 0000 0000 00 |
| 0004-374 | 0000 0000 0000 00 |
| 0005-374 | 0000 0000 0000 00 |

Function code/ Function record No. "/ Character code "/ Effective CAPS Lock

**Note: Please perform the flag clear operation of the terminal after changing the PC keyboard.**

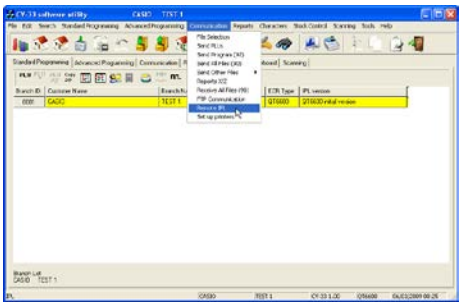
| *1, *2 | Function code | Function record No. | CAPS Lock |
|---|---|---|---|
| 1. Ten key ("1" ~ "9") | 201 | 0001 ~ 0009 | Effective = "10" |
| 2. Ten key ("0", "00", "000") | 201 | 0010 ~ 0012 | Not effective = "00" |
| 3. Decimal position | 098 | 0000 | |
| 4. Department key | 051 | Record No. of file-005 | |
| 5. Flat PLU | 063 | Recore No. of file-004 | |
| 6. One touch NLU | 138 | Record No. of file-077 | |
| 7. Other function | Free function code | Record No. of file-002 | |

Hard key code of PC keyboard

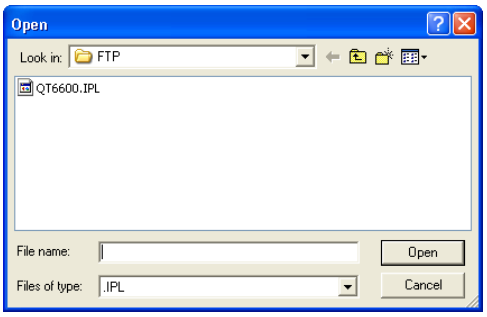
**REMOTE IPL LOADING (QT-6600 ONLY)**

Remote IPL loading is a feature that would give the dealer the opportunity to update their customers ECR's to introduce new functionality for example or to solve IPL software issues from a remote location usually over broadband using FTP communication., by using this feature this can save time in travelling to customer sites to update/upgrade ECR's. For you to use this feature it is essential you have a compact flash card already inserted into the ECR and that you have already setup FTP communication between the PC and ECR. Please follow these steps to execute this feature

a) from the task bar select communication and now select Remote IPL



b) once selected you will now be asked to browse for your IPL (with a new install of CV-33 a QT-6600 IPL is included, this is located in 'C:\CV33\FTP' folder)




c) once you have located your IPL, CV-33 will begin to send the IPL to the ECR by FTP this will initiate a command to the ECR to receive the IPL which in turn will tell the ECR to backup the file 90 to the compact flash card, once this is done the IPL will begin to load on to the ECR, once this is finished the ECR will begin to reload the already backed up file 90, then you will have a fully functional QT-6600 that is updated

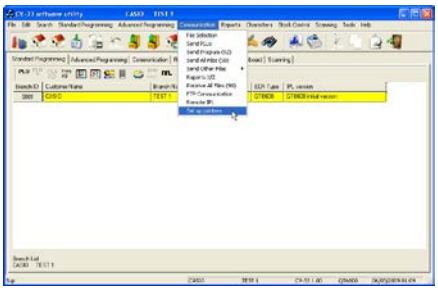
## TCP/IP PRINTING SETUP UTILITY (QT-6600 ONLY)

TCP/IP printers give flexibility when configuring a multiple of ECR's that are within a network to also use the same network, this would mean you do not have to have a printer tied to each terminal, this is very useful for example within buildings that is pre-wired with CAT-5 cabling and the printers can be easily added with minimum fuss.

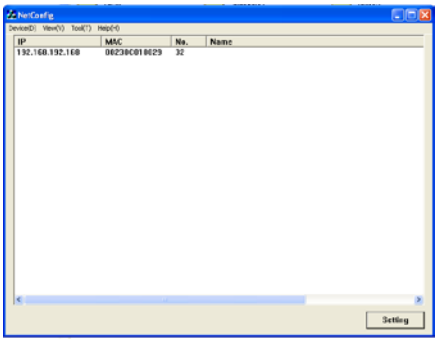
**Note:** The printer setup utility is only for setting up the printer and not to configure the ECR to use the printers; this will have to be done manually on the ECR

To access the utility please follow these steps

1. from the task bar select communication and now select setup printers



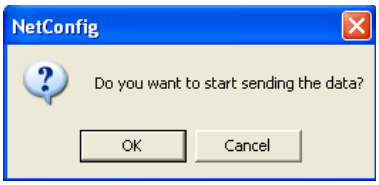
2. This will detect all printers connected to PC automatically



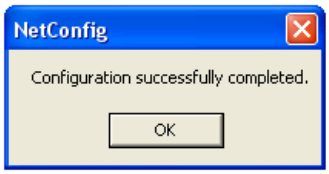

3. Select the printer to modify and double click on the IP address.

4. Change the IP address and Printer ID according to your settings


5. Click on OK and this will send the data to the printer.




6. You will see the updating process on the bottom of the tool bar and a red LED light flashing on the printer



A



B



C



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S



T



U

| Manual Version | Software Version | Description | Date | Edited By |
|---|---|---|---|---|
| 1.00 | 1.00 | Initial Release | Oct 2004 | Lloyd Cameron |
| | | | | |
| 1.01 | 1.00 | General Modifications | Jan 2005 | Lloyd Cameron |
| | | | | |
| 1.02 | 1.10 | Additional Report Detail Added | Feb 2005 | Lloyd Cameron |
| | | | | |
| 1.03 | 1.20 | New Software Features | Sept 2005 | Lloyd Cameron |
| | | | | |
| 1.04 | 1.50 | New Software Features | Nov 2006 | Des Crossley |
| | | | | |
| 1.05 | 1.50 | New Scanning Solution Added | Jan 2008 | Des Crossley |
| | | | | |
| 1.06 | 2.00 | Improved Hospitality Features (Real Time Stock, Recipe Stock Control For Set Menu, Shift Plu Quantity Modifier, Mix & Match On/Off Switch) | Aug 2008 | Des Crossley |
| | | | | |
| 1.06 | 2.00 | FTP communication Added | Aug 2008 | Des Crossley |
| | | | | |
| 1.07 | 1.00 | QT-6600 Additional features (PS/2 Keyboard Programming, Remote IPL Loading, TCP/IP Printers) | April 2009 | Des Crossley |