

CASIO TE-M80



Quick Setup Guide



Shopstuff Ltd

1 Initial Setup

Insert the Memory Protection Batteries

The batteries ensure the settings of the register are stored even when the machine is powered off.

- Press the printer 'OPEN' button, located on the left hand side of the register below the printer section.
- Lift the printer arm where it says 'PUSH HERE'.
- Press the clip and lift the cover off to remove the battery cover.
- Insert 3 x AA batteries.
- Replace the cover.

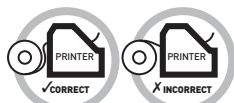


Install the Paper

- Place the roll in the space under the printer arm.
- Feed the paper underneath, ensuring the excess is brought forward over the printer arm which will then close.
- Close the printer arm until it locks steadily.



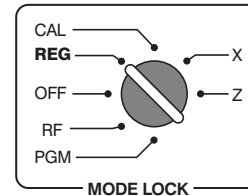
- The printer can be used as either a customer receipt or manager audit. The setting for which is shown overleaf.
- If the roll is to be used as an audit wind on to the spool as shown opposite.



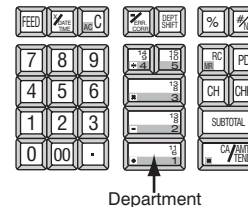
2 Making a Sale

By entering the price of the goods and pressing the appropriate department button you are preparing and organising sales data for the end of day report.

- Insert the **OP** key (operator's key) and turn the key to the **REG** position.



- Enter the price of the goods without the decimal point and press one of the department buttons.



i.e. £1 equals **1 0 0**.

- To enter another sale repeat as above by entering a price then a department button.

Press the **SUBTOTAL** key **01** **1.25** to show the amount due.

- If you would like to calculate change:
- Enter the value of money given by the customer.

i.e. £5.00 is entered as **5 0 0**.
(It is optional to enter the money given)

- Press the **CA/AMT TEND** key, or for non cash sales press **CHK** or **CH**.

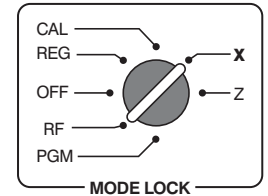
If a cash value was entered, the amount of change due will be displayed on the screen.

3 Reporting

The cash register has two reporting modes, one for printing out the information without clearing any figures, this is referred to as the **X Mode**.

The second is for printing and clearing the figures back to zero ready for the next day, this is referred to as the **Z Mode**.

- Insert the **PGM** key (program key) and turn to either the:



The **X** position to print without clearing or

Z position to print and clear sales.

Press one of the keys from the table below to print out the required report:

CA/AMT TEND	Daily End of Day Report
1 0 CA/AMT TEND	Periodic End of Day Report

- Turn the key to the **REG** position for normal use.

Example - End of Day Report

```

Z 07-19-2003 19:35 0073
0000 DAILY Z 0012
DEPT01 QT -50.48
DEPT02 QT -50.28
DEPT03 QT -76.40
DEPT04 QT -85.80
DEPT05 QT -76.00
DEPT06 QT -6.80
DEPT15 QT -3.00
-----
GROSS TOTAL QT 108
NET TOTAL No -318.80
CASH-INW -325.13
CHARGE-INW -199.31
CHECK-INW -18.22
TAX-AMT1 -105.00
TAX-AMT2 -4.20
RF-MODE TTL No -0.50
CALCULATOR No 3
    
```

Departments can be named as shown overleaf

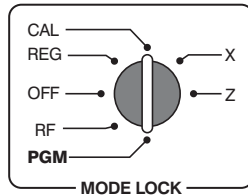
Monetary Amounts

4 Print Style

Programming the Company Logo

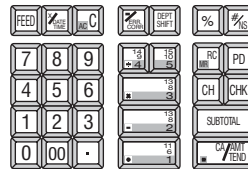
The cash register can print a receipt header message of upto 5 lines, each with 24 letters per line.

- Insert the **PGM** key and turn to the **PGM** position.
- Press **2** followed by the **SUBTOTAL** key.
- Enter the line number you wish to program followed by the **CH** key.



- For example, enter **1 CH** for line 1, **2 CH** for line 2, etc.

- Enter the text using the keyboard.



As the keys are pressed, the letter will appear in the 'CHARACTER' display box.



Keep pressing the key until the required letter appears.

Press the **→** key twice to enter a space.

For example, to enter 'THANK YOU' press

2 4 4 8 6 6 5 5 → → 3 3 3 6 6 6 2 2

- Press **CA/AMT TEND** to save the text.
 - Press **SUB TOTAL** to finalise.
- Repeat the process for more lines.

Spool or Receipt Printing

Spool Printing

- Insert the **PGM** key and turn to the **PGM** mode.
- Press **1** then the **SUBTOTAL** key.
- Press **0** (for spool) **CH**, then the **SUBTOTAL** key.
- Turn the key to the **REG** position for normal use.

Receipt Printing

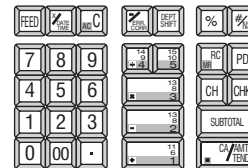
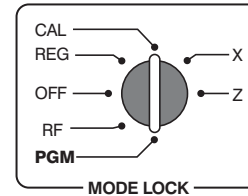
- Insert the **PGM** key and turn to the **PGM** mode.
- Press **1** then the **SUBTOTAL** key.
- Press **1** (for receipt) **CH**, then the **SUBTOTAL** key.
- Turn the key to the **REG** position for normal use.

5 Presetting Departments

Programming A Department Name

The cash register has 15 department keys which can be programmed with a name for analysing your sales. i.e. Food and Non Food buttons.

- Insert the **PGM** key and turn to the **PGM** position.
- Press **2** then the **SUBTOTAL** key.
- Press the required key i.e. Dept 1-15.
- Enter the text using the keyboard.



As the keys are pressed, the letter will appear in the 'CHARACTER' display box. Keep pressing the key until the required letter appears.

Press the **→** key twice to enter a space.

For example, to enter 'OPEN FOOD' press

6 6 6 1 9 9 6 6 → → 9 9 9 6 6 6 → 6 6 6 9

- Press **CA/AMT TEND** to save the text.
- Press **SUB TOTAL** to finalise.
- Repeat the process for further department keys.
- Turn the key to the **REG** position for normal use.

Programming a Department Price

- The fifteen department keys can be programmed with a preset price (if required).
- Insert the **PGM** key and turn to the **PGM** position.
- Enter **1** then the **SUBTOTAL** key.
- Enter the item price without a decimal point. **01** **1.25**
- For example, for £1.25 enter **1 2 5** and press the department key.
- Press the required department key.
- Press the **SUBTOTAL** key to finalise.
- Turn the key to the **REG** position for normal use.

6 Setting the Date & Time

Date

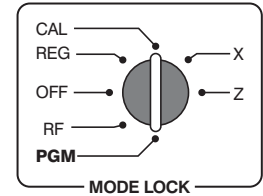
- Insert the **PGM** key and turn to the **PGM** position.
- Press **1** then the **SUBTOTAL** key.
- Enter the date in the format YYMMDD.

For example, enter

0 7 0 9 2 8

(for 28th Sept. 2007).

- Press the **X/DATE TIME** key.
- Press the **AC C** key to finalise.



28 - 09 - 07

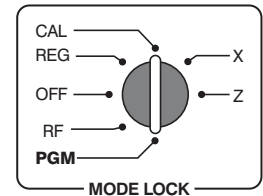
Time

- Insert the **PGM** key and turn to the **PGM** position.
- Press **1** then the **SUBTOTAL** key.
- Enter the time in the format HHMM.

For example, enter

1 5 3 0 (for 3.30pm).

- Press the **X/DATE TIME** key.
- Press the **AC C** key to finalise.
- Turn the key to the **REG** position for normal use.



15 - 30

General Errors

Receipt not Printing

- Check the paper type is 57mm THERMAL paper.

In Constant Error

- Insert the **PGM** key.
- Turn the key to each position and press **AC C** key.
- Then press the **CA/AMT TEND** key.