

AX-100



AX-100 QUICK SET-UP GUIDE



AX-100

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*For further information please refer to the standard
Operating Manual supplied with the AX-100*

AX-100 Features Covered in this Guide

- ✓ 16 Departments – Programmable Alpha
- ✓ 200 Plu's – Programmable Alpha
- ✓ 58mm Single Station Audit Thermal Receipt Printer
- ✓ Programmable Customer Receipt Header message and Trailer Message
- ✓ Electronic Journal & Management Reports
- ✓ PC Link 'David' Geller Utility for Programming
- ✓ Soft Programmable Keyboard Layout
- ✓ Tax Rates
- ✓ Receipt On/Off toggle with optional Receipt after sale
- ✓ Clerk IDs with Optional passwords
- ✓ Programmable Transaction Names
- ✓ Negative Items
- ✓ Compulsory Cash Declaration
- ✓ Training Mode
- ✓ Calculator Mode
- ✓ Management control with Passwords for reports and Void Functions

Optional - An AX-100 Comms kit is available from your dealer as an option for programming the cash register via your PC. This includes a 2 metre Cable, AX-100 David Utilities and supporting documentation.

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PAPER ROLLS

Installing the Paper Roll into your AX-100

Your cash register comes fitted with a thermal printer which uses a 58mm paper roll. If a customer receipt is not always required, then there is a paper saving option available by pressing the **ID ON/OFF** button on the keyboard (this is indicated by an LED on the display). A receipt is available on request after the sale by depressing the **TOTL** button.

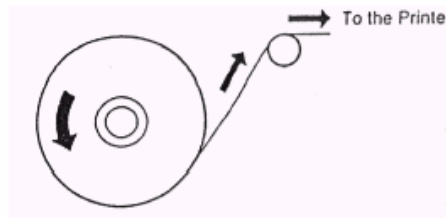


Fig 1

Before installing the paper roll, be sure to do the following:

Orient the paper roll so that it rotates in a counter clockwise direction, as shown in above.

Note

1. As thermal paper is used, it has a right and wrong side for printing. If you install it the wrong way round (the heat sensitive side away from the print head) no printing will be possible.
2. Carefully avoid touching the metal paper cutter when removing the paper cover, it is very sharp.

Installing the Paper Roll for the Receipt

1. Ensure the Control lock is in the 'R' Position
2. Simply lift up the printer cover from the front as shown below in Fig 2



Fig 2

3. Set the paper roll gently into the paper location as shown in Fig 3
4. Insert the end of the paper roll into the paper entrance as shown in Fig 4
(At this point the paper will feed automatically into position)
5. Press and hold the FEED button until approx 30cm of paper has fed through



Fig 3

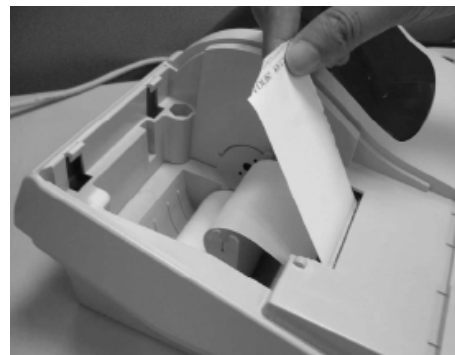


Fig 4

6. Replace the printer cover, ensuring that the end of the paper is fed through the paper tear off slot correctly.


PROGRAMMING LAYOUT

This is the default programming layout which is always activated when the key is turned to the 'P' position. It is advisable to leave the function buttons in their original positions. It will make it easier to follow the programming instructions.

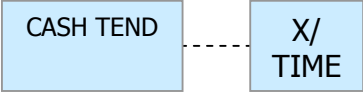
					PLU	-	-%	PO
FEED	ENT RLS	7	8	9	DEPT 4 D	DEPT 8	SHIFT	RA
RETURN	X/TIME	4	5	6	DEPT 3 C	DEPT 7	CANCEL	CHARGE
VOID	ERROR CORRECT	1	2	3	DEPT 2 B	DEPT 6 F	# / ST	TOTAL /RECEIPT
CLR	ID ON/OFF	0	00	.	DEPT 1 A	DEPT 5 E	CASH	

Diagram Explanation

We have used simple diagrams to indicate programming procedures.

P  Indicates the Control Lock and the letter describes the position of the key.

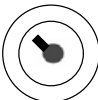


 Indicates a numeric button, the number inside the circle is the button required to be depressed.

 Indicates the function button required to be depressed.

AX-100 SYSTEM CLEAR WARNING

This procedure will clear all sales data and program settings

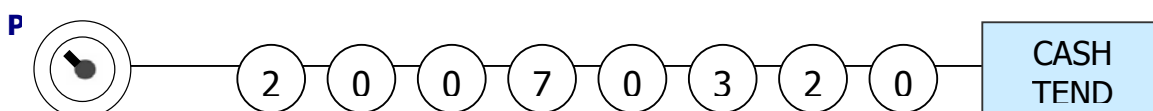
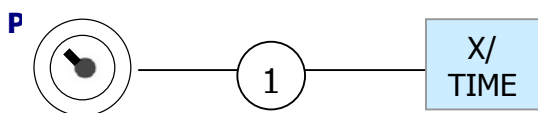
Power off by removing plug from wall socket!

P  —  — INSERT PLUG/
POWER ON — 
(HOLD DOWN) **(RELEASE AFTER 5 SECONDS)**

The message 'SYSTEM CLEAR' will print on the receipt. The ECR's memory has now been cleared.


DATE & TIME SETTINGS

Setting the Date



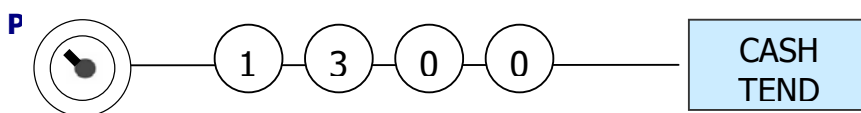
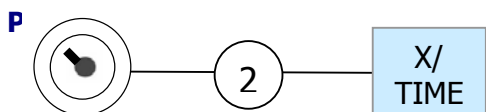
Example: 20070320 = 20th March 2007

Note:


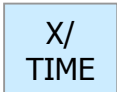
To check the date, Press the  button in the 'R' position. Press again to show the Time.



Setting the Time

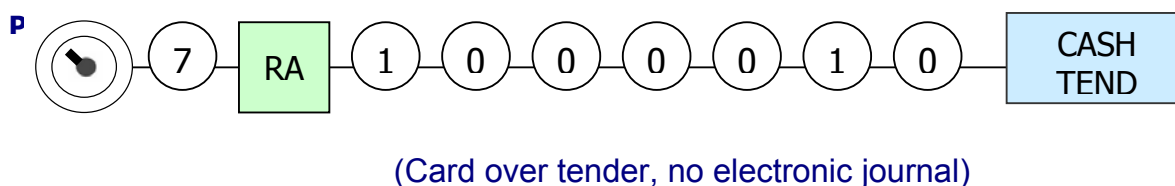
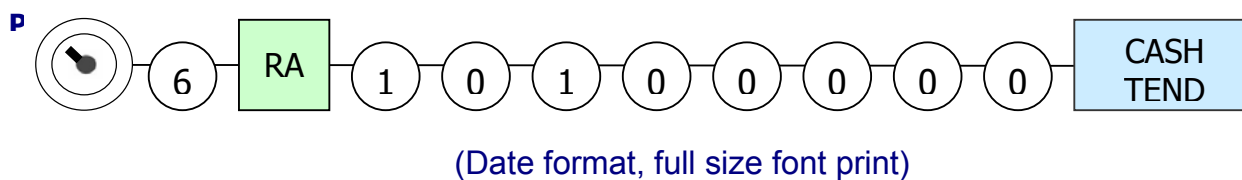
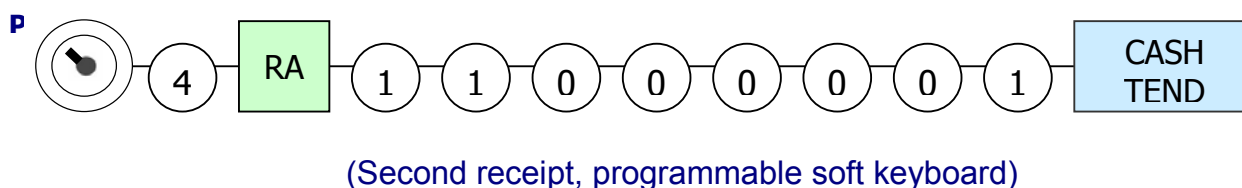
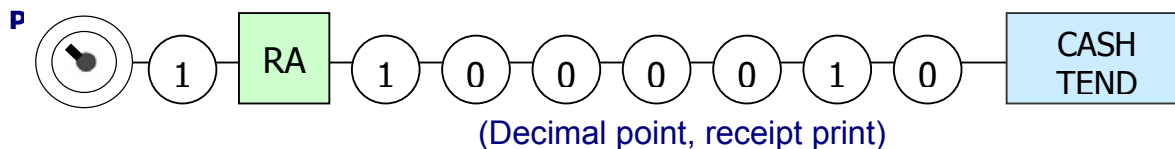


Note:

To check the time, Press the  button in the 'R' position. The Time will be shown on the display. Pressing the  button again toggles the date and time

FLAG SET-UP PROCEDURE

*The following flag settings will manually configure your AX-100
for a simple operation without the use of the David Software*



**For an explanation of all the flags, please consult the manual
supplied with the machine.**

CHARACTER CODE TABLE

The character code table is used as a reference for text input via Departments, PLUS, Receipt Logos, Clerk Names and Transaction Names

Select this character first

	0	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F
0			SP	0	@	P	`	p	Ç	É	á	§	Á	Č	α	?
1			!	1	A	Q	a	q	ü	æ	í	Ë	Í	č	β	±
2		AD	"	2	B	R	b	r	é	Æ	ó	?	Ú	?	Γ	?
3			#	3	C	S	c	s	â	ô	ú	▪	Ó	?	π	?
4			\$	4	D	T	d	t	ä	ö	ñ	Ã	Ä	Ð	?	?
5			%	5	E	U	e	u	à	ò	Ñ	?	Ö	đ	σ	?
6			&	6	F	V	f	v	å	û	•	Õ	ä	Š	μ	+
7			'	7	G	W	g	w	ç	ù	•	À	ö	š	τ	?
8			(8	H	X	h	x	ê	ÿ	¿	È	~	Ž	φ	°
9)	9	I	Y	i	y	ë	Ö	?	Ù	Ü	ž	θ	.
A			*	:	J	Z	j	z	è	Ü	?	Ò	Ö		Ω	?
B			+	:	K	[k	{	ï	ø	½	Â	ü		δ	?
C			,	<	L	\	l		î	£	¼	Ê	ö		?	?
D			-	=	M]	m	}	ì	€	ì	Î	FE		ø	?
E			.	>	N	^	n	~	Ä	Pt	«	Û	Ü		?	?
F			/	?	O	_	o		Å	f	»	Ô			?	?

Example

To program the letter N, the value 4E should be entered

To program the letter T, the value 54 should be entered

To program a Space, the code 20 should be entered

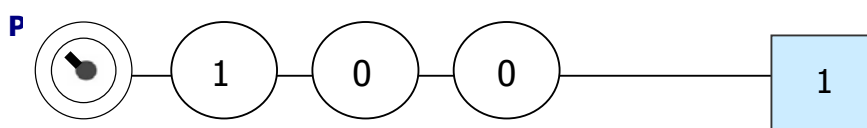
To program a Double Size Character, the code 12 should be entered

PROGRAMMING DEPARTMENTS

There are 16 programmable Departments on the AX-100. Each Department can have an alpha-numeric name up to a maximum of 16 digits including spaces. They can also have a preset price, a High amount lock out and a tax link. The following shows how to program a Department with a name and a price.

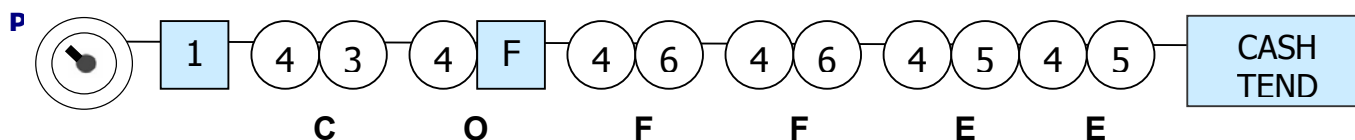
For reference to the character code table which is used to program the names please see page 9.

PROGRAMMING THE PRICE



The above example shows a preset price of £1.00 in dept 1.

PROGRAMMING THE NAME



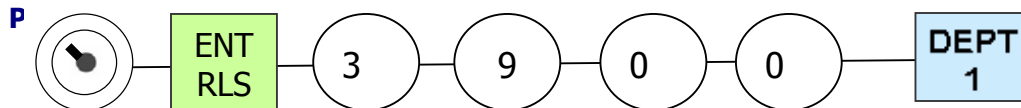
The above example programmes dept 1, to the name 'coffee'.

It is of course quicker and simpler to use the optional utility if you have access to a PC.

*The 'F' is the department 6 button which doubles as the 'F' character code in the 'P' position.

HALO - HIGH AMOUNT LOCK OUT

You can set a maximum monetary limit that can be entered into a Department.
The following example will program Department 1 to a maximum limit of 9.99



Please note the 0 0 as stated above is assuming there is no tax set. For tax settings please see page 16.

Department Flags 4 & 5 control the digit limitation. Dept Flag 4 controls the total length of digits of the Halo required. Department Flag 5 controls the highest value of the Halo required.

Example 69.99 would be programmed as 4 6
(4 digits in length and the 4th digit highest number = 6)

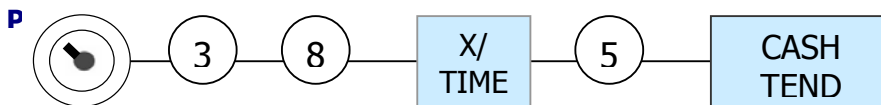
Example 9.99 would be programmed as 3 9
(3 digits in length and the 3rd digit highest number is 9)

PROGRAMMING THE RECEIPT LOGO

The AX-100 has the capability of printing a customised text logo for the header of the receipt and an additional commercial logo, which can be printed at the end of the receipt. The AX-100 David Utility is the simplest way of programming the header message. If it is necessary to program these manually, then please do the following.

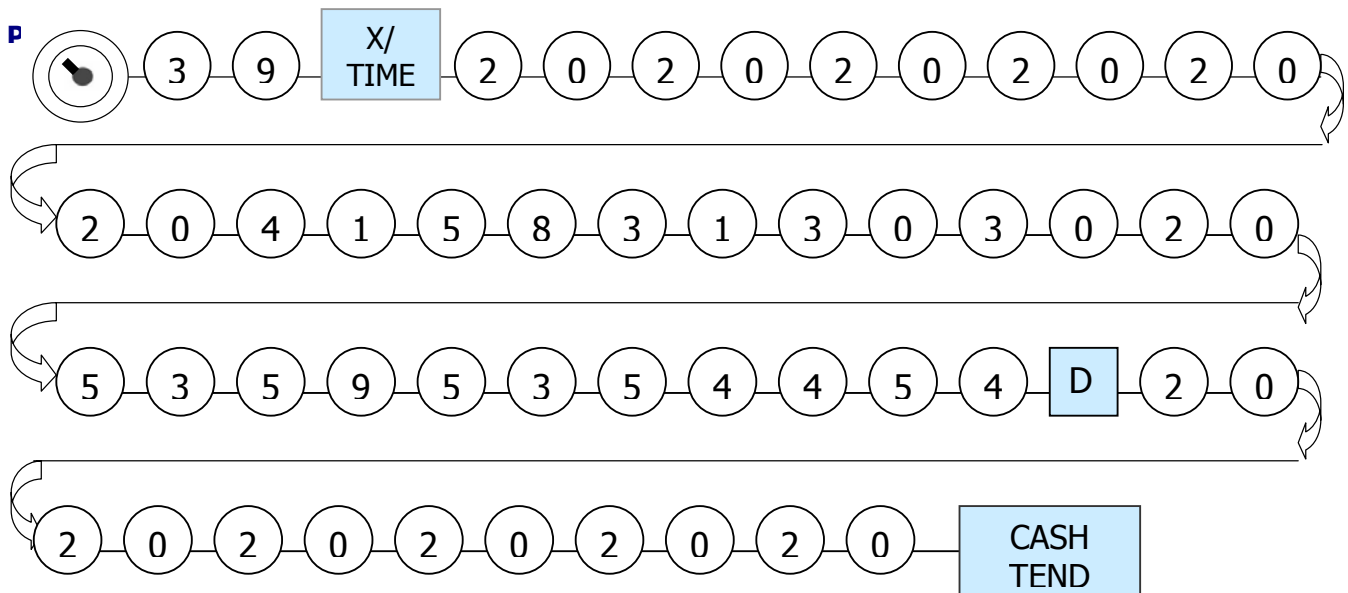
Receipt Logo (Header)

Number of Lines



You can enter any number 1-5 '1' will allow one line '5' will allow 5 lines of header message.

1st Line



Using the alpha chart (Page 9) enter the text required followed by the **CASH** button.

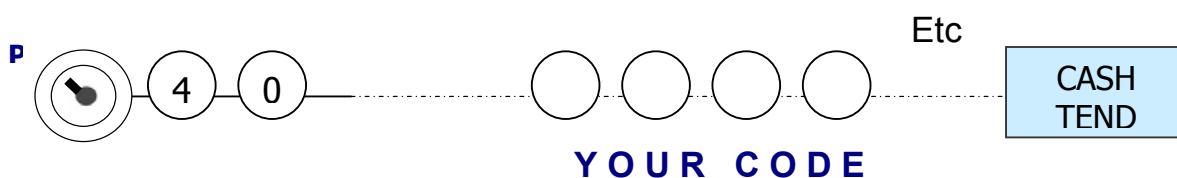
For spaces enter 20, For Double size characters enter 12

There are 24 single sized characters available per line.

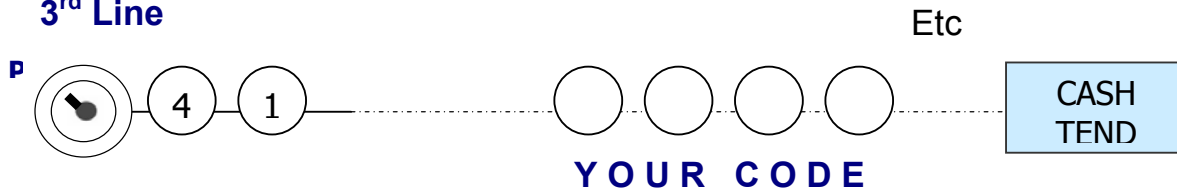
To program the word AX-100 SYSTEM as in the example on the previous page, you would place 6 spaces at the start and end of the word to centralise it.

20 20 20 20 20 20 41 58 31 30 30 20 53 59 53 54 45 4D 20 20 20
20 20 20

2nd Line



3rd Line



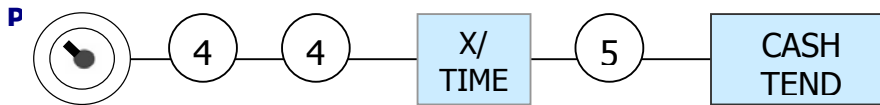
42 = 4th Line

43 = 5th Line

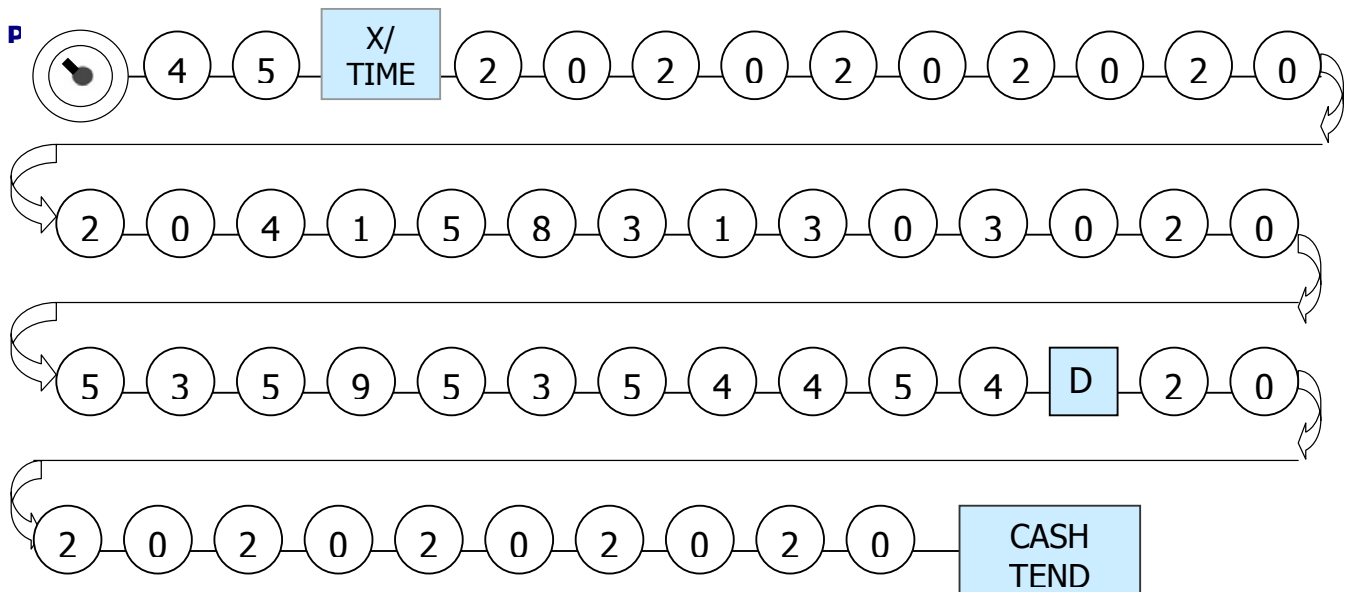
Commercial Logo (Trailer)

By setting Main Flag 4 bit 1 = 1, the commercial message will print at the end of the receipt. For example "Your receipt please call again"

Number of Lines



1st Line



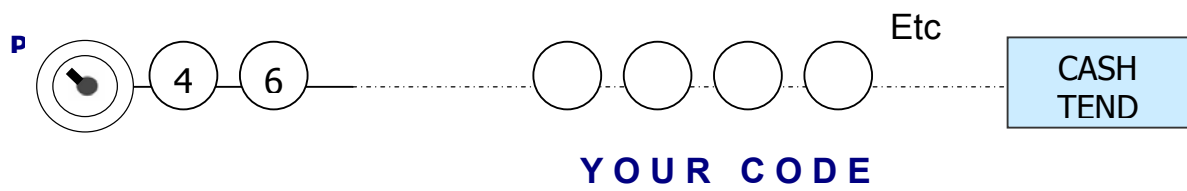
For spaces enter 20, For Double size characters enter 12

There are 24 single sized characters available per line.

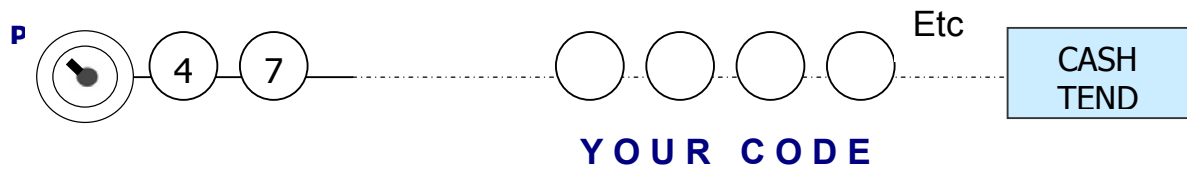
To program the word AX-100 SYSTEM as in the example above, you would place 6 spaces at the start and end of the word to centralise it.

**20 20 20 20 20 20 41 58 31 30 30 20 53 59 53 54 45 4D 20 20 20
20 20 20**

2nd Line



3rd Line



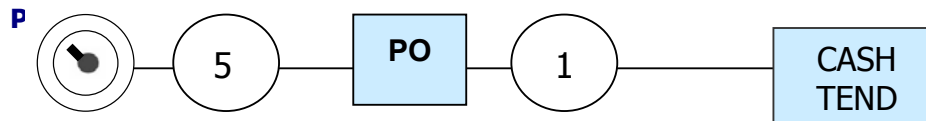
48 = 4th Line

49 = 5th Line

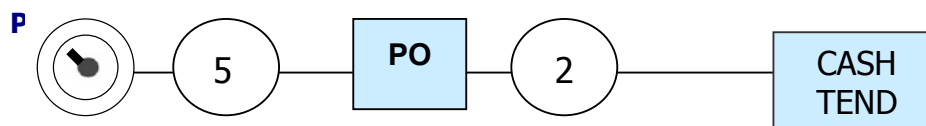
VAT / TAX PROGRAMMING

The AX-100 can have up to 4 tax rates. The following example will program Department 1 and link it to a tax rate of 17.5%

SETTING THE TAX TYPE

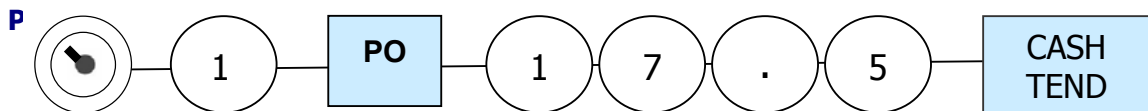


The above example will set the tax to be inclusive.



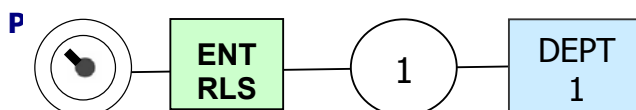
The above example will set the tax to be added to the sale price.

SETTING THE TAX RATE



The above example will set the tax rate to 17.5%.

LINKING TAX TO A DEPT



The above example shows tax rate 1 being set to department 1

Note:

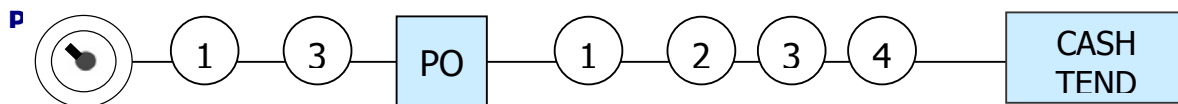
To test the tax has been programmed correctly, enter a sale of 1.00 into a taxable Department and produce a Z report. The Tax value should be 15p if tax is inclusive or 18p if tax has been added on.

To Print the tax rate on the receipt, set MF 5 = 101

PASSWORDS

Programming Secret Clerk Passwords & Names

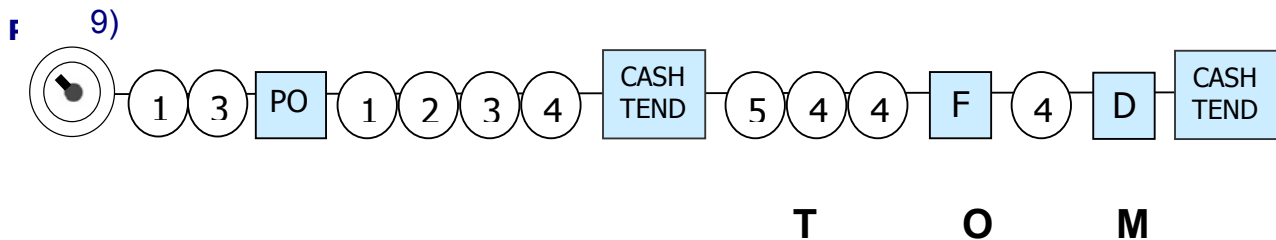
A maximum of 10 different clerk passwords can be set. Clerks must enter their password prior to using the ECR in the 'R' position. The Names of each clerk can also be programmed.



Notes:

Clerk codes start at 13 so that clerk 1 = 13, clerk 2 = 14, clerk 3 = 15 etc.,. The secret I.D. No. can be up to 4 digits. The above example shows clerk 1 being set with an I.D. of 1234. **IMPORTANT** the last Clerk code is 22.

Clerks can also be set to show names by using the character code table (page

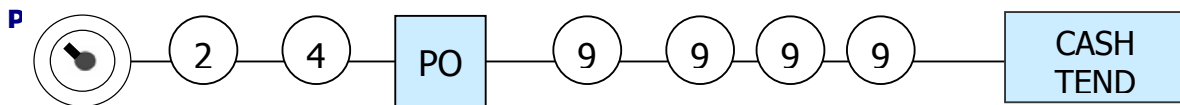


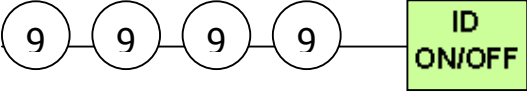
The example above shows that clerk 1 has a password of 1234 and his name is Tom

Setting Management Passwords

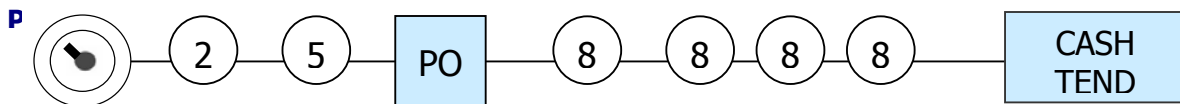
There are various management passwords, which are available for security purposes. Report passwords (X & Z) can be set up to only allow managers to take reports. Programming can be placed under management control as well as Voids, Returns and Error Corrects.

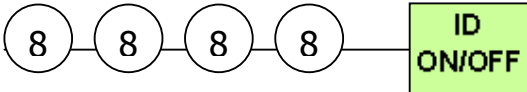
To Program the Password for X Reports



The above example shows 9999 set as the X report password. You will need to enter  prior to taking a report.

To Program the Password for Z reports

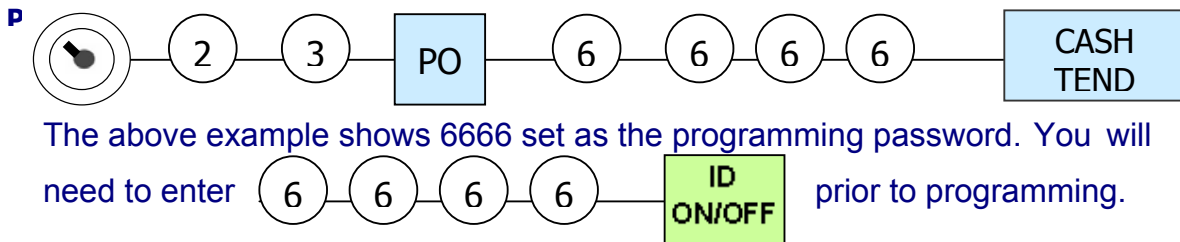


The above example shows 8888 set as the Z report password. You will need to enter  prior to taking a report

Note:

To use the manager's password for reports, turn the button to the 'X' or 'Z' Position on the control lock and enter the manager's password followed by the **ID ON/OFF** button.

To Program the Password for the Programming Position



Note:

To use the manager's password for programming, turn the button to the 'P' position on the control lock and enter the manager's password followed by the **ID ON/OFF** button

To Program the Passwords for Voids, Returns and Error Corrects

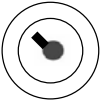
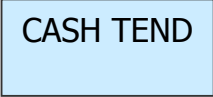
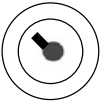
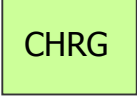
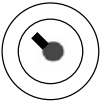
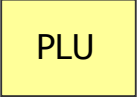
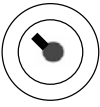

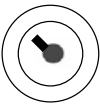


- First ensure the X report password has been configured as explained above. This will be the password that is used for the Void Management control. Also ensure Main Flag 7 bit 3 has been set. (Enable Password for Void functions)
- To Void an item using Management Control, Simply enter the password and press the **VOID** button. Resubmit the transaction to be voided and use the appropriate method of payment.
- The Return button is used in exactly the same way as the VOID
- The EC button is used in a similar way. If a product is sold in error, Enter the password followed by pressing the **EC** button

IMPORTANT

Please write down your password(s) and put them in a secure place. If you cannot remember your password and have no access to it you will have to carry out a full system clear and reprogram the machine.

PROGRAM CONFIRMATION

The following table contains information on printing program confirmation.
Please note all of the following are performed in the 'P' Position

Lock	Confirmation Type	Procedure (PRES)
P 	Main Flags, Departments	
P 	Clerks, Passwords	
P 	PLU Confirmation	
P 	Keyboard	
P 	Transaction Words	 

IMPORTANT

There are several buttons which are used in the programming position. We recommend that you leave these buttons in their default positions. The AX-100 does have a soft keyboard, but when the key is turned to the 'P' position, the default programming keyboard is loaded. See page 5 for the programming layout and their positions.

ERROR CODES

LIST OF ERROR CODES ON THE AX-100

ERROR CODE	DESCRIPTION
E1	Incorrect key operation. Press the CLR button to cancel
E2	The amount entered is too large. Press the CLR button to cancel and try again
E3	The registration is not finished. Press CASH to finalise the transaction
E4	Password is required. Press the CLR button and register by password
E5	Clerk ID button required. Press the CLR button and enter the Clerk ID
E6	General error. Press the CLR button and try again
E7	Tender error. Press the CLR button and finalize the transaction with a method of payment
E8	ID ON/OFF has been pressed and the receipt is ineffective See Main Flag 1 bit 8
E9	The button has been turned from the 'P' position before programming has been completed
Ec	The memory for the number of items has been exceeded. Finalize the sale
Er	The report memory is full. Print the Z 1 & Z2 reports
EP1	The printer head is too hot. The error will clear once the printer head has cooled down
EP2	The printer is short of paper. Please install a new paper roll
E	General error. Press the CLR button and try again

REPORTS


END OF DAY REPORT (Z1)

At the end of the trading day, a Z report will be taken to give a breakdown of all financial transactions. Turn the key to the 'Z' position on the control lock and press the **CASH** button

Here is an example of a Z report with detailed explanations of the totals

***** Z1 REPORT *****			
DEPT NAME →	STATIONERY	6Q 24.00	← DEPT TOTAL & QTY
	CARDS	10Q 12.00	
	DEPT TTL	16Q 36.00	← OVERALL DEPT TOTAL & QTY
TOTAL INC VOIDS →	GROSS	37.00	← NET TOTAL, CASH, CHQ, CARD TTL
	NET TL	36.00	
VOIDS AMOUNTS →	VOID	1N 1.00	
	CASH	36.00	← CASH TOTAL
NON ADD TOTAL →	NO SALE	7.50	← REPORT COUNTER
NON RESET GRAND TOTAL →	RPRT CNT	Z1 6	
	NRGT	135.67	
	06-03-2007 10:45		← OPEN DRAWER COUNTER
	Clerk 1 – No Sale 5		

Please Note:

To take a Z2 report, press the  button followed by the Cash. By pressing the button before the Z1 report command will produce a Z2 report equivalent

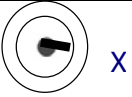
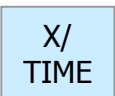

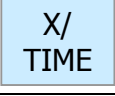

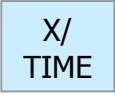
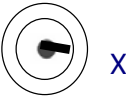
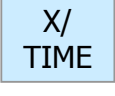



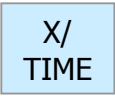
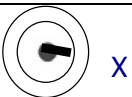
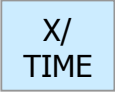

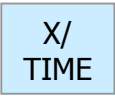

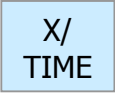
REPORTS

ELECTRONIC JOURNAL

The AX-100 has an electronic journal that memorises every line of a transaction on your cash register. It has a memory length of 3500 lines before cycling back to the start again. The journal is cleared when a Z full report is performed. To print the electronic journal together with the full report set Main flag 7 bit 7 = 1. It is possible to condense the print for reports only (including the journal) by setting MF bit 8 = 1 and MF 6 bit 6 = 0

DISPLAYING A REPORT

It is possible to have the report total of your choice displayed on the ECR

To Display	Lock	Performed in the "X" position
Net total	 X	1 
Cash total	 X	2 
Charge total	 X	3 
Cheque total	 X	4 
Coupon total	 X	5 
RA total	 X	6 
PO total	 X	7 
Cash In Drawer	 X	8 
Card Total	 X	9 

The most standard and popular reports are the Transaction, PLU, Clerk & Hourly reports. Here is a list of other reports the AX-100 has to offer:

- Full Group Dept Report, Individual PLU Sales Report
- Individual PLU link to Dept / Full PLU Link to Dept report
- Individual Clerk Report / All Clerk Report
- Hourly Report, Training Report & Cash Declaration Report

PC COMMUNICATIONS

The AX-100 has the capability to read / send programming data from a Personal Computer. The AX-100 David Windows utility is available on the AX-100 Geller CD and can also be downloaded/upgraded from our web site www.geller.co.uk

The utility has a preloaded demo program for your use.

The keyboard for this demo is also pre-loaded on the AX-100 windows utility.

Note:

For further information on how to use the AX-100 David Utility, please see the AX-100 David manual which can be loaded from the AX-100 Geller CD or the Geller website www.geller.co.uk

Downloading a Demo to the AX-100

The 9 way PC Port at the rear of the AX-100 is automatically configured for PC communications. The control lock on the cash register can be in any position whilst communication takes place.

CABLE CONFIGURATION

The cable used for communication to the AX-100 is a 9-Way to 9-Way lead.
The Geller stock code for this is E101 PL48. The Pin outs are listed below for your reference.

9-Way Female to 9-Way Female Lead No E101 PL48

2	-	3
3	-	2
4	-	6
5	-	5
6	-	4
7	-	8
8	-	7
9	-	9

Please Note

If your PC does not have a serial port, a USB to Serial converter can be used in conjunction with this lead. Geller Stock code (E102 USB RS232)

AX-100 DAVID UTILITY

KEY BENEFITS

- Program all important aspects of the cash register i.e. PLUs, Depts, Clerks, Keyboard, Receipt Logo etc
- Create your keyboard template within David. Easy to modify if your products are added to the system (Copy Buttons, Colours, Text) Picture functions etc
- You can store the Cash Register program in David and send it to other AX100 ECR's if required.
- Software Updates via the Geller Website are available from within David

GLOSSARY

The following list describes the AX-100's general terms and explanations for the functionality of the machine

DEPT

A department can be used for grouping purposes. When a product is sold, it will report under the heading of the designated department that the product is linked to ie Stationery. Departments are also placed on the keyboard for manual price entry. **Key in the amount and press the relevant Department button**

PLU

PLU stands for Price Look Up. These are the actual products that are sold on the cash registers ie Pen, Pencil. The PLU must be linked to a Department category to function.

HALO

HALO stands for High Amount Lock Out. This allows the user to program a limit for each PLU/DEPT. ie an amount of no more than 10.00 can be entered or sold for a designated product

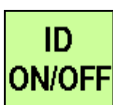
ENT RLS

Price Override (Rls Button)

The Price Override feature allows the user to override the pre-set price of a product.

CHRG

After items have been registered, a method of payment can be selected. The amount of money given by the customer can be entered and the change given will be displayed. The totals report as cash in drawer, cheque in drawer and card in drawer. These will all add up to the net total when a report is taken.



Each user (Clerk) can have their own unique password for operating the Cash register. This is useful for security and for reporting purposes. The Clerk ID button can also be used to toggle the receipt on and off.



The #ST button has three functions (No Sale) this will open the drawer. This will open the drawer.

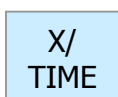
The ST button is for for Sub Total. After registration of a few products, the Sub total button when pressed will display the total amount due and print on the receipt.

The # function is for entering a non-add reference number which can be printed on the receipt.



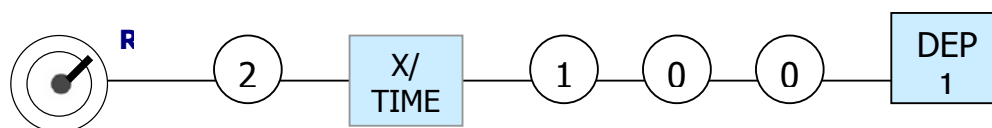
The total button is used to display the total amount due including any add on taxes.

The Total button is also used for printing a receipt after sale.



The X-Time button is used for multiplication and also displaying the date and time.

Example:



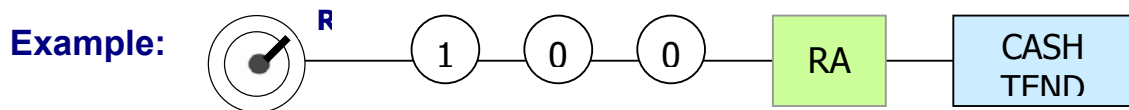
The button is also used for displaying the current date & time on the display

FC

The FC button is used for tendering in a foreign currency for example the Euro.

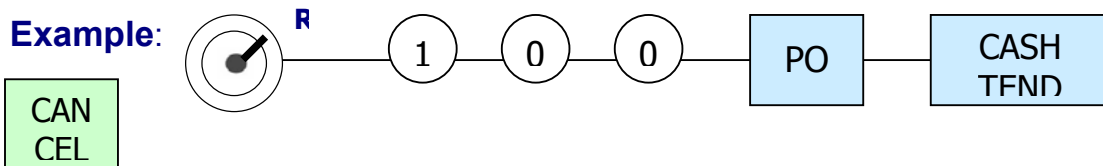
RA

The RA button is the function for Received on Account. An amount that is entered into the RA button as cash will increase the cash in drawer. A popular use for this function would be to pay in a float.



PO

The PO button is the function for Paid Out. An amount that is entered into the PO button as cash will decrease the Cash in drawer. A popular use for this function is a Float out system or to pay money out for expenses ie Stamps



The Cancel button is used to Cancel the whole current transaction. All items within the transaction will be voided automatically. **Press Cancel at any point during the current transaction**

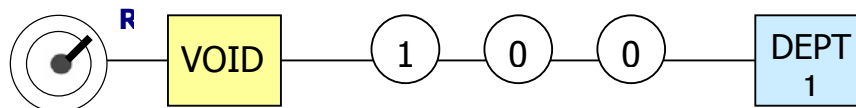
EC

The Error Correct button will void the last item that was registered. Press the EC button to void the last item sold within a sale.

VOID

The Void button is used for voiding any item in the current transaction.

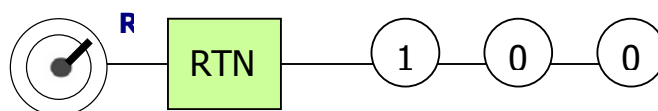
Example:



RTN

The Return button is used for voiding any item that was registered in a previous transaction, e.g. when goods are returned.

Example:



DISC

The Discount button is used to discount a whole amount from a transaction total.

For example a 50p Coupon.

Simply enter the amount to be discounted and press the – button. The user can pre-set the – button if required.

- %

The -% button is used to discount a percentage from either a single item or a sub total of multiple items. The user can pre-set the -% button if required.

The +% button is used to add a percentage to either a single item or a sub total of multiple items. The user can pre-set the +% button if required.

FLAG

This is for the Engineers use. Flags are settings of the AX-100 and can change the way the machine works. Please do not alter these without consulting your Geller dealer.

INIT

If in the unlikely event the ECR is in a “Lock up situation” i.e. not able to produce a transaction or the machine is continuously beeping then an initialisation is required. Sometimes known as a ‘P’ Loop reset.

Turn the Button to the ‘P’ position on the control lock and power off the ECR for 30 Seconds. Power on the ECR and turn the button back to the ‘R’ position. The error will be cleared.

SYSTEM CLEAR

IMPORTANT

A system clear should only be carried out after careful consideration. This procedure will completely clear all of the memory and sales data of the ECR.