# USER MANUAL
V1.2

**ELECTRONIC CASH REGISTER**

# NEXA   NE-510

# Revision History

| Version | Last updated | Author |
|---------|--------------|--------|
| 1.0 | 30.06.2014 | NEXA |
| 1.1 | 10.09.2014 | NEXA |
| 1.2 | 26.11.2020 | NEXA |

**Notice**

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# INTRODUCTION

Thank you for choosing the cash register NEXA NE510. We are sure that this investment will
prove to be cost-effective in due time and in future you will save your time and assets thanks to
your new equipment
– the simple, yet complicated cash register.

To provide uninterrupted performance of the cash register during the guarantee period and upon its expiry,
as well as save additional exploitation costs, please:

- before starting to use this cash register, carefully read this manual;
- follow that all operators are trained to work with ECR at your dealer;
- do not permit untrained stuff to operate this cash register;
- do not use the cash register in inappropriate environment and manner;
- use only approved paper rolls **57TERMO** (57 mm wide, max Ø 60 mm, (can be purchased at NEXA );
- do not open the sealed covers of the cash register;
- provide stable supply voltage with grounding (~220V±10%);
- follow all safety regulations and fire-prevention regulations.

In this user manual all basic cash register functions are described.

We wish you and your company good luck, and congratulate you on the successful purchase!

| | |
|---|---|
| ⚠ | **If the electronic cash register does not work properly, please do not try to fix it on your own!**<br><br>**Contact your cash register dealer and ask for professional support.** |

Your dealer:

# WARNINGS
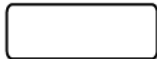
Before operating the ECR, please, carefully read the user manual to avoid errors or misuse.
This user manual contains important information and messages about using the ECR.

| |
|---|
| Do not place liquids on ECR surface! |
| Do not open the casing and disassemble ECR! |
| Do not allow foreign bodies to get into the ECR! |
| Do not disconnect ECR from power supply while it is still turned on! |
| Do not use ECR if the power supply cable is damaged! |
| Do not allow untrained staff to work with ECR! |
| Do not allow ECR operation with inappropriate paper roll! |
| Before moving the device, always unplug it, otherwise you can damage the cord and it may result in fire or electric shock. |
| To avoid fire or electrocution, immediately unplug the power cords from the outlet if:<br>1) The ECR heats up, produces smell, smokes or makes unusual noise<br>2) The ECR is dropped or damaged<br>3) Liquid is spilled on the ECR.<br><br>Contact your dealer or authorised service centre! |
| Do not plug in or unplug the cord with wet hands. You risk receiving electric shock. |
| Never place the device on unstable surfaces or in slopes. Make sure the ECR is properly placed and cannot fall over causing injuries. |
| Do not place or mount any heavy load on the device, making the ECR unstable, and causing the risk of falling off or falling over and causing injuries. |
| Do not operate the ECR in humid or dusty surroundings, or where the device comes in contact with steam fumes. |

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# 1  SYMBOLS AND TERMS

## 1.1   SYMBOLS USED IN THIS MANUAL:

[1] [2] [3]      - indicates the numeric key entry.

[    ]            - indicates the function key depression.

[  ][  ][  ]
[        ]        - indicates the optional function key depression that can be skipped.

< >      - a process of series to be performed, e.g. registration.

[ ]      -  this designates the function key to be pressed, indicated by explanations.

⚠      - to be considered while working with the ECR NE510,  .

## 1.2   TERMS USED IN THIS MANUAL:

**- registration -**      the process of a number and a function key entry.

**- sale -**              the series of item registration which is to be finalized by payment media key.

**- numerals -**          keys 1- 9, 0, 00, . , used for numeric value, amount entry

**- function keys -**     keys used to process entered values or amounts. [Receipt feed] and [ON/OFF] keys do not belong to function keys.

**- media -**             tender payment type (e.g. cash, credit, charge etc.)

- **payment** -           registration of payment means for finalizing all inside sale registrations

**- receipt -**           a printed acknowledgment of a transaction

**- reports -**           information about sales data

# 2 TECHNICAL SPECIFICATION

## 2.1 ECR FEATURES

|                       |                              |
| --------------------: | ---------------------------- |
| **PLU:**              | ~~5000~~                     |
| **Link PLU:**         | 1000  ?? |
| **Departments:**      | 99                           |
| **Taxes:**            | 5                            |
| **Tender media:**     | 99                           |
| **Currency:**         | 99                           |
| **R/O registrations:**| 10                           |
| **P/A registrations:**| 10                           |
| **Modifiers:**        | 99        ??                 |
| **Clients:**          | 8000    Accounts? 8k what    |
| **Operators:**        | 99                           |
| **Operator profiles:**| 99                           |
| **Macro:**            | 50    Total commands? or macros? |
| **Receipt header:**   | 7 lines, graphic logo        |
| **Receipt footer:**   | 3 line                       |
| **Electronic journal:**| 67 mil. lines               |
| **Transaction data:** | 17 000 lines    How dif to EJ? |

## 2.2 PHYSICAL PARAMETERS

|                       |                              |
| --------------------: | ---------------------------- |
| **Dimensions:**       | 400 L x 320 W x 160 H mm     |
| **Weight:**           | 3.5 kg                       |
| **Case:**             | plastic                      |
| **Case colour:**      | ~~dark grey~~    Black       |
| **Power:**            | 230V AC +/- 10%              |
| **Power consumption:**| 40W max., 6W stand-by        |
| **Operation temp.:**  | $0^0$C to $+45^0$C           |
| **Absolute humidity:**| 10% to 80%                   |

## 2.3 PRINTER

|                   |              |
| ----------------: | ------------ |
| **Printer:**      | thermal      |
| **Print speed:**  | 100 mm/s     |
| **Resolution:**   | 8 dots/mm    |

| | |
|---|---|
| **Print width:** | 48 mm |
| **Receipt paper:** | 57 mm |

## 2.4 DISPLAY

| | |
|---|---|
| **Clerk display:** | LCD graphic, |
| | multiple lines |
| ——————— | ~~30 alpha/numeric characters per line~~ |
| **Client display:** | 20 alpha/numeric characters per line |
| | LED, 9 digits |

## 2.5 KEYBOARD

| | |
|---|---|
| **Keyboard:** | Stroke |
| **Number of keys:** | 68 keys |
| **Optional:** | Flat (90 keys) |

## 2.6 COMMUNICATIONS

| | |
|---|---|
| **Communication ports:** | ~~4 x RS232~~ (*NEXA NE510* 2 x RS232) |
| **SD card slots:** | 2 (1 external, 1 internal) |
| **USB:** | 1 |
| **LAN: ( )** | Ethernet |
| **WAN:** —— | ~~GSM/GPRS (optional~~) |

# 3 BASIC OPERATION

## 3.1 ELECTRONIC CASH REGISTER OUTLINE



## 3.2 PAPER CHANGE

1. Remove the printer top cover.
2. Press down the receipt locking mechanism (white lever on the left).
3. Insert the new receipt roll.
4. Pull out the receipt paper over the front of the printer.
5. Return the locking lever in its previous position and press it to close the printer.
6. Test the paper feeding by pressing

   FEED
   key.
7. Pull the end of the receipt roll through the opening in the printer cover.
8. Close the printer cover.
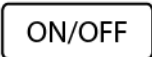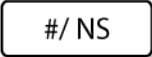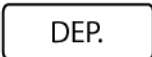
## 3.3    KEYBOARD        ADD FLAT KB

| ON/OFF | FEED | ALPHA | #/NS | MODE ( | ↓ ) | ↑ " | RETURN / | VOID | – | X TIME | %- | CREDIT | SHIFT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| A 32 | B 28 | C 24 | D 20 | E 16 | F 12 | G 8 | H 4 | EC | 7 | 8 | 9 | CHECK | CHARGE |
| I 31 | J 27 | K 23 | L 19 | M 15 | N 11 | O 7 | P 3 | PLU | 4 | 5 | 6 | R/A | P/O |
| Q 30 | R 26 | S 22 | T 18 | U 14 | V 10 | W 6 | X 2 | PRICE | 1 | 2 | 3 | SUBTOTAL | |
| Y 29 | Z 25 | * 21 | % 17 | : 13 | ; 9 | - 5 | ⎵ 1 | CLEAR | 0 | 00 | . , | CASH | |

## 3.4    KEY FUNCTIONS

### 3.4.1    KEYBOARD STANDARD LAYOUT KEYS

| | |
|---|---|
| ON/OFF | **On/Off**. Used to turn the ECR on and off. To turn on or off, press the key and hold it for a few seconds. |
| FEED | **Receipt Feed key.** Used to advance the receipt rolls and operated by holding it down until the paper has advanced to the required position. |
| ALPHA | **Alphabet Key.** Used to allow text comment entries to be printed on receipt anytime, during the sale. |
| #/ NS | **Comment Print / No-sale key.** Used to print a non-add number/text comment on the receipt and journal for future reference and to open the cash drawer unrelated to a sale. |
| MODE | **Mode.** For switching the cash register operation modes. |
| ↓ ↑ | **Arrow keys.** Used to move the selection cursor up and down. |
| A 32 — ⎵ 1    DEP.    Dep.1 – Dep.n | **Letter and symbol keys.** Used for entering text after activating the alphabet mode.<br><br>**Department preset keys.** Used to enter each item, serving for classifying merchandise by department. **(In this manual, departments are designated in the provided examples by the following key:** DEP. **.)** |

| Key | Description |
|---|---|
| RETURN | **Returned Merchandise key.** Used to refund money to a customer who has returned items already purchased. |
| VOID | **Void key.** Used to delete any item of current transaction. |
| EC | **Item Correct key.** Used to remove the last item from the Sale. |
| PLU | **PLU (Price-Look-Up) key.** Used to enter a PLU item that is linked to a department. |
| PRICE | **Price set / Read key.** Used to enter a manual price for PLU and also used to read PLU programmed price and name for operator reference. |
| CLEAR | **Clear key.** Used to clear numeric entries not registered yet or to clear error status after the error condition correction. |
| X/TIME | **Quantity Extension and Time display key.** Used to multiply a department, PLU entry by quantity. Outside sale used to show current time and date on the display. |
| - | **Amount Discount key.** Used to subtract an amount from the sale such as discount during a sale. |
| -% | **Percent Discount key.** Used to subtract a percent rate from a sale. |
| 7 8 9 4 5 6 1 2 3 0 00 . | **Numeric keys.** Used to enter numeric values. Pressing the **[00]** key once is the same as pressing the **[0]** key twice consecutively. The **[ . ]** key is used to designate the decimal point of a quantity. |
| SHIFT | **Shift key.** Used to switch to second level department key entry and to open operation mode list. |
| CREDIT | **Credit.** Registration of payment with credit. |
| CHECK | **Check.** Registration of payment with check. |
| CHARGE | **Charge.** Registration of payment with charge. |

| | |
|---|---|
| R/A | **Received-on-Account key.** Used to enter payments received on account, i.e. not relating to a sale. Also used for change reserve amounts loaned from the store. |
| P/O | **Paid-Out key.** Used to record amounts paid out of the cash drawer not relating to a sale. Also used for Pick Up operations, such as money collections for banking purposes. |
| SUBTOTAL | **Subtotal key.** Used to obtain subtotal of the current transaction. |
| CASH | **Cash total/Cash tender key.** Used to record all cash payment transactions, and allows finalizing a sale. |

### 3.4.2    ADDITIONALLY PROGRAMMABLE KEYBOARD KEYS

| | |
|---|---|
| PLU **programmed** | Each of these keys are preset to definite PLU code. Pressing this key equals to entering PLU code and pressing **[PLU]** key. |
| PRICE **1st  PRICE n PRICE** | **PLU Department Price Shift key.** Used to shift the PLU or department preset price. |
| PRICE GR. | **Price group.** Used to switch the PLU price group. |
| + | **Amount Plus key.** Used to add an amount to the sale such as surcharge during a sale. |
| +% | **Percent Charge key.** Used to add a percent rate to a sale. |
| R/A **R/A1 – R/An** | **Received-on-Account key.** Used to enter payments received on account, i.e. not relating to a sale. Also used for change reserve amounts loaned from the store. |
| P/O **P/O1 – P/On** | **Paid-Out key.** Used to record amounts paid out of the cash drawer not relating to a sale. Also used for Pick Up operations, such as money collections for banking purposes. |
| CLERK | **Clerk key.** Used in case of Clerk Code Entry Method, to declare start or end of operation by operator. |

| | |
|---|---|
| MEDIA<br><br>**MEDIA 1-n** | **Payment Media key.** One of additional non-cash payment media keys (e.g., CHARGE, CREDIT, GIFT CERTICIATE etc.), used to record non-cash payment transactions. |
| CURRENCY | **Currency key.** Used for currency payments. More than one currency payment keys can be configured. |
| WEIGHT | **Weight key.** Used for automatic weight reading from electronic weights connected to the cash register. |
| CUSTOMER | **Customer key.** Used to enter customer account number. |
| TRF | **Transfer key.** Used to transfer the entire track or selected items to another track (table). |
| BILL | **Bill key.** Used to print the bill (proforma). |
| TRK# | **Track number key.** Used for registration of track (table) number. |
| CL.REP. | **Clerk open table report key.** Used to print the list of the open tables. |
| SUSP | **Suspend**. Used for suspending a transaction that will be resumed later.<br>After pressing [ **SUSP** ] key, the ECR status is outside sale and clerk is logged out. |
| NT.INV | **Non-turnover invoice print.** Used for printing a receipt that is not registered in the transaction reports and not updating sales counters. |
| TAX SHIFT | **Tax shift.** Used for reassigning taxes. Feature can be used for take-away registration. |

## 3.5    OPERATING MODES

NEXA  NE510,  offers 4 operating modes:

**PRG**...........programming mode, in this mode, the register will allow programming operations

**REG**...........registration mode, normal cash register operations are carried out in this mode

**X** ................the sale totals printing mode **without deleting** the current readings after print-out

**Z** ................the sale totals printing mode **deleting** the current readings after print-out

To switch between operation modes, press [**MODE**] key and use the **arrow keys** to select the required mode. Activate the selected mode with [**CASH**] key:



```
                            PRG mode
The selected mode  ──────▶ >REG mode
                            X mode
                            Z mode
```
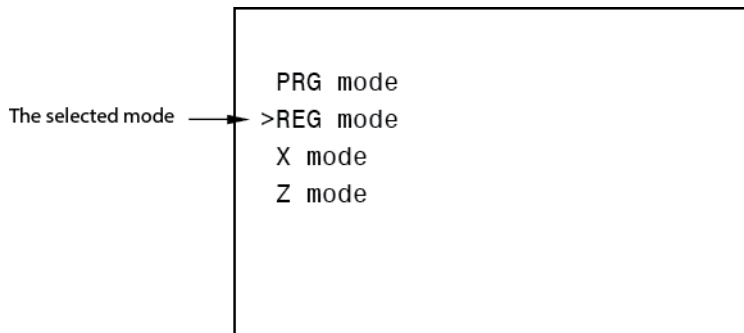
*Mode menu display*

<table>
<tr>
<td>⚠️</td>
<td><strong>In this manual ECR operation in registration and report mode is described.</strong><br><br><strong>Programming instructions are provided in a separate manual.</strong></td>
</tr>
</table>

## 3.6    DISPLAYS

ECR **NEXA   NE510,**   is equipped with two displays – CLERK and CUSTOMER
display.

### 3.6.1    OPERATOR (CLERK) DISPLAY STATUS:
- adjustable angle,
- multiple lines of alphanumeric symbols.

Display status:

**1) OUTSIDE SALE**

```
REG mode
---------------------------
- - - - - - - - - - - - - - -
- - - - - - - - - - - - - - -
- - - - - - - - - - - - - - -
- - - - - - - - - - - - - - -
- - - - - - - - - - - - - - -
---------------------------
                      0.00
```

**2) DURING SALE**

PLU, department name →

```
Sale
---------------------------
Swiss Cheese          3.50      ← Price
Coca Cola             0.59
Cookies               1.50


---------------------------
                      5.59      ← Subtotal
```

**3) PAYMENT CLOSING THE TENDER**

**a) Payment** (entering payment media)

Payment media →

```
Sale
---------------------------
Swiss Cheese          3.50
Coca Cola             0.59
Coockies              1.50
CASH                  5.59


---------------------------
                      5.59      ← Subtotal
```

**b) Change Display** (entering amount received)

```
Sale
Swiss Cheese          3.50
Coca Cola             0.59
Coockies              1.50
CASH                 10.00   ◄─── Amount tendered


            -4.41   ◄─── Change
```

**4) IN REPORT MODE**

```
Mode ──►   X mode
          >1 Daily financial
Report code ──►  2 Periodic financ. ◄─── Report title
           3 Departments
           4 Department period
           5 PLU
           6 PLU period
```

### 3.6.2 CUSTOMER DISPLAY STATUS:

- 9 symbols;
- adjustable angle;
- adjustable height.

Display status:

### 1) OUTSIDE SALE

```
0000000 0.00
```

### 2) DURING SALE

Number of last repeated registration →
```
03        0.25
```
← Price

Pressing the [**SUBTOTAL**] key:

```
5         0.75
```
← Sale total
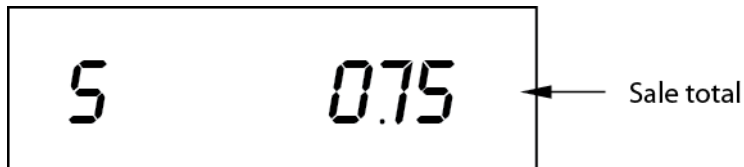
### 3) PAYMENT CLOSING THE TENDER

### a) Payment with precise amount tendered

```
=         0.75
```
← Subotoal
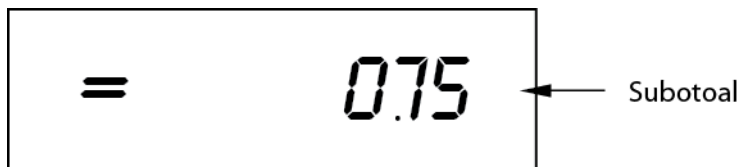
### b) Payment with change displayed

```
C         0.25
```
← Change amount

# 4  DISPLAY MESSAGES

## 4.1    STATUS NOTIFICATIONS

| Status | Display message | Operation |
|---|---|---|
| Registration Mode | `REG MODE` | Registration operations available, e.g., sales registration, tenders etc. |
| Inside sale operations | `SALE` | Sale in progress. |
| Receive On Account | `RECEIVED ON ACC.` | Enter amount put in drawer outside a sale. Press **[CLEAR]** to escape. |
| Paid Out | `PAID OUT` | Enter amount removed from drawer outside a sale. Press **[CLEAR]** to escape. |
| Cancel sale item | `VOID` | Enter Department or PLU registration to be cancelled from current sale.  Press **[CLEAR]** to escape. |
| Cancel current non-finalized sale or tendered amounts | `VOID ALL` | Sale will be cancelled by **[VOID].** Payments made for non-finalized sale will be cancelled by **[CASH]** key. Press **[CLEAR]** to escape. |
| Returned item registration | `RETURN` | Returned item amount will decrease sale total amount. |
| Check Item name and price | `PRICE LOOKUP` | Enter PLU code or scan barcode. Press **[CLEAR]** to proceed. |
| Manual price input for PLU registration | `PRICE` | Enter PLU number or scan barcode. Press **[CLEAR]** to escape. |
| Void rendered amounts | `TENDERS VOIDED` | Registered payments of non-finalized sale are discarded. |
| Transaction cancelled | `TRN CANCELLED` | Item registrations of non-finalized sale are discarded, sales counters are not updated. |
| Change Amount | `CHANGE` | Change amount displayed. |
| Sale subtotal | `SUBTOTAL` | Any registration operation can be continued. |
| Customer number caption | `CLIENT` | Proceed with sale registrations. |
| Switch to 2nd price level | `P2` | Proceed with item registration. Press **[CLEAR]** to escape. |
| Switch to 3rd price level | `P3` | Proceed with item registration. Press **[CLEAR]** to escape. |

| Keyboard layout switching to 2nd function level | SHIFT | Proceed with function key or press **[CLEAR]** to return to REG layout. |
| Keyboard layout switched for text entries | ALPHA | Enter text comments, press **[NS]** to return to REG layout. Press **[CLEAR]** to escape. |
| Keyboard layout switched for supplementary character entries | ALPHA2 | Enter text, press **[NS]** for return to REG layout. Press **[ALPHA]** to return to **[ALPHA]** keyboard layer; press **[CLEAR]** to escape. |
| Receipt printing enabled | RECEIPT ON | All ECR operations enabled. |
| Receipt printing suppressed | RECEIPT OFF | ECR operations in RECEIPT OFF mode are available. |
| X Mode | X MODE | Printing of X reports. |
| Z Mode | Z MODE | Printing of Z reports. |
| Password entry required | ENTER PASSWORD | Enter valid password to proceed. Press **[CLEAR]** to escape. |
| Number of Day closures (Z reports) available | Z RECORDS LEFT | Available memory space for day closures. ECR will be blocked, when day closure counter is full. |
| ECR requires time to successfully transfer/update data | PLEASE WAIT! | ECR cannot be operated while this message is displayed. |
| Service Reminder | Service reminder | Press **[CLEAR]** to proceed with other ECR operations. Note: Message text can differ according to ECR application. |
| Journal data is not stored to SD card due to SD card absence or failure | Data not stored on SD card | Journal data is in ECR internal storage ready for transfer to SD card. |

## 4.2    OPERATION WARNINGS

| Status | Display | Explanation |
|--------|---------|-------------|
| Clerk ID number or Clerk key required or wrong ID entered | E01 NO CLERK | Enter valid Clerk ID or attach clerk key to proceed. |

| Wrong password entered | E03<br>INVALID PASSWORD | Enter correct password. |
| Report reset required | E04<br>Z REPORT NOT ISSUED | Sales operations cannot be continued until the necessary report is issued. |
| Only one Z report can be issued per day | E06<br>SINGLE Z PER DAY ALLOWED | Check date/time for Z report issue. |
| Customer discount configuration problem | E07<br>MODIFIER BAD CONFIG. | Customer discount must be reprogrammed, PRG34, PRG9. |

## 4.3    TRANSACTION WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Wrong key sequence error | E11<br>BAD SEQUENCE | Press **[CLEAR],** check the last information printed and continue operation. |
| The function is prohibited or limited for the current user | E12<br>OPERATION PROHIBITED | Press **[CLEAR]** and proceed with other operations. |
| Incorrect Department entry error | E14<br>DEPT NOT FOUND | Non-existing department code entered. Press **[CLEAR]** to proceed with other operations. |
| Incorrect Department/ PLU / Customer code entry error | E15<br>PLU NOT FOUND | Non-existing PLU code entered. Press **[CLEAR]** to proceed with other operations. |
| Preset PLU not found | E16<br>NO PLU PRESET | Non-existing PLU is set to the Preset PLU key. Press **[CLEAR]** to proceed with other operations. |
| Discount or surcharge entry error | E17<br>NO MODIFIER | Non-existing discount or surcharge entered. Press **[CLEAR]** to proceed with other operations. |
| Customer account code entry error | E18<br>CUSTOMER NOT FOUND | Non-existing customer account code entered. Press **[CLEAR]** to proceed with other operations. |
| TAX/VAT error | E19<br>TAX NOT FOUND | Item has a non-existing TAX assigned to it. This item can not be sold. Press **[CLEAR]** to proceed with other operations. |

## 4.4    PRINTER WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Printer error | `E20`<br>`PRINTER ERROR` | General printer error. Turn off ECR, wait for 30 sec. and turn it back on to continue work. |
| Printer error | `E20`<br>`PR. VOLTAGE ERR.` | Printer voltage outside the appropriate limits. Turn ECR off, turn it back on and try to continue work. |
| Receipt paper end | `E21`<br>`RECEIPT PAPER END` | Open printer compartment cover, release the receipt printer head and replace receipt paper. Press **[CLEAR],** when paper is installed. |
| Receipt printer open | `E23`<br>`RECEIPT PR. OPEN` | Receipt printer head released. Open printer compartment cover and check Receipt printer upper frame to be set properly – lower position. |
| Abnormal receipt printer head temperature | `E25`<br>`R PRINTER TEMP.` | This is a serious ECR malfunction. Stop ECR operation for a minute, then continue. If the error message persists, contact an authorised service. |
| No connection to Receipt printer | `E27`<br>`R PRINTER DISCON` | This is a serious ECR malfunction. Printer has been disconnected. Contact an authorised service. |
| Printer cutter error | `E29`<br>`PR. CUTTER ERR.` | Check receipt printer mechanism for possible paper jam, remove jammed paper. If problem persists, contact authorised NEXA  representative for service. |

## 4.5    SALE FINALIZATION WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Subtotal compulsion | `E31`<br>`SUBTOTAL REQUIRED` | To continue tender operations, press key **[SUBTOTAL].** |
| No payment media | `E32`<br>`TENDER NOT FOUND` | Relevant entry missing in the media table. The necessary programming configurations have to be carried out. |
| No currency | `E33`<br>`NO CURRENCY` | Relevant entry missing in the currency table. The necessary programming configurations have to be carried out. |
| Over tender disable error | `E34`<br>`OVER TEND` | Amount tendered must be equal or less than sale subtotal. Press **[CLEAR]** to proceed and enter smaller amount. |

| Under tender disable error | E35<br>UNDER TEND | Amount tendered must be equal or higher than sale subtotal. Press **[CLEAR]** to proceed and enter larger amount. |
| Amount tendered required | E36<br>AMOUNT REQUIRED | Amount tendered compulsory for this payment media. Press **[CLEAR]** to proceed. |
| Receive on Account function error | E37<br>RA PROHIBITED | Received On Account prohibited for this payment media. Press **[CLEAR]** to proceed. |
| Paid Out function error | E38<br>PO PROHIBITED | Prohibited to carry out P/O operation with this media. Choose other media type. |
| Drawer negative balance error | E39<br>DRAWER NEGATIVE | Negative amount in drawer prohibited for this payment media. Press **[CLEAR]** to proceed. |

## 4.6    FISCAL MEMORY WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Fiscal memory read error | E40<br>F/M READ ERROR | Further ECR operation is blocked. Contact authorised NEXA representative for service. |
| Fiscal memory connection problem | E41<br>F/M NOT CONNECT | Further ECR operation is blocked. Contact authorised NEXA representative for service. |
| Fiscal memory write error | E42<br>F/M WRITE ERROR | Further ECR operation is blocked. Contact authorised NEXA representative for service. |
| Fiscal memory filled | E43<br>F/M FULL ERROR | Further ECR operation is blocked. Contact authorised NEXA representative for service. |
| Problem writing journal data to two SD cards simultaneously | E44<br>FILES DON'T MATCH | Contact authorised NEXA representative for service. |
| PCB ID verification failed | E49<br>BOARD ERROR | Contact authorised NEXA representative for service. |

## 4.7    ELECTRONIC JOURNAL WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Electronic journal write error | E50<br>EJ WRITE ERROR | Check SD card. Contact NEXA representative, if problem persists. |
| Electronic journal storage is near full | E51<br>EJ NEAR FULL | Empty journal storage to continue ECR operation. |
| Electronic journal daily file full. | E52<br>EJ FULL | Issue daily Z report to empty journal buffer storage. |
| Journal data write to internal SD card failed | E53<br>EJ 1 WRITE ERROR | Contact authorised NEXA representative for service. |
| Journal data write to external SD card failed | E54<br>EJ 2 WRITE ERROR | Check external SD card. Contact NEXA  representative if problem persists. |

## 4.8    OPERATION WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Number of the manually entered price symbols too large | E55<br>HIGH AMOUNT | Check price information and carry out registration repeatedly. |
| Number of the manually entered price symbols too low | E56<br>LOW AMOUNT | Check price information and carry out registration repeatedly. |
| Entered amount exceeds max input limit or sales total amount exceeds counter capacity | E57<br>AMOUNT TOO BIG | Enter correct amount or finalize sales (further sales are not possible). |
| Drawer negative balance error | E58<br>NEGATIVE BALANCE | Negative amount in drawer prohibited for this payment media. Press **[CLEAR]** to proceed. |
| Clerk system error | E59<br>CLERK SYSTEM OFF | Clerk system is not set-up. Clerk log-on is prohibited. |

## 4.9    OTHER WARNINGS

| Status | Display | Explanation |
|---|---|---|
| Customer display problem | E60<br>ERROR_DISPLAY | ECR further operation blocked. Contact authorised NEXA  representative for service. |
| ROM checksum error | E61<br>ROM CHEKSUM ERROR | ECR further operation blocked. Contact authorised NEXA  representative for service. |
| SD card changed without closing | E62<br>SD CARD CHANGED | Insert correct SD card or execute SD card closing. |
| Operation battery low | E63<br>BATTERY EMPTY | Replace operation battery or use mains power to operate ECR and charge the battery. |
| Memory back-up battery voltage low | E64<br>LOW BACK-UP BATTERY | Charge back-up battery, keep ECR in REG mode until battery is fully charged.<br>Check X00 report for battery voltage. |
| FTP connection can not be established. | E65<br>FTP CONNECT FAILED | Check Ethernet communication and FTP settings, PRG53 and PRG52. |
| FTP login failed | E66<br>FTP LOGIN FAILED | Check FTP settings in PRG52. |
| Data send via FTP failed | E67<br>FTP SEND FAILED | Check FTP connection and settings PRG52. |
| SD card data verification failed | E68<br>SD VERIFY FAILED | Data on SD card is damaged or changed. Card ID does not match. |
| SD card is removed or not set properly | 69<br>SD REMOVED | Check SD card presence. |
| Payment cannot be used because it has no currency rate preset | E70<br>CUR.RATE NOT SET | Use other payments. Configure payments currency rates in PRG16. |
| Manual PLU price entry prohibited | E71<br>PRICE OVERRIDE | PLU can be sold by preset price only. |

| Transaction buffer full | E72<br>TOO MANY LINES | Sale must be finalized at this stage. |
| Transaction log file full | E74<br>TRN.LOG WRITE ERROR | Dump transaction log file to PC. |
| Void item can not be found in current sale. | E75<br>VOIDED ITEM NOT FOUND | Press **[CLEAR]** and try again void registration using correct item. |
| PC intervention error | E76<br>PC – RETRY LATER | Data read/delete process from PC is in progress. Wait before proceeding with other ECR operations. |
| Data base access error | E77<br>DATA LOCKED | Data base is locked. Currently other process is using this data. Wait before proceeding with other ECR operations. |
| Problem with reading weight information from scale | E79<br>SCALE ERROR | Press **[CLEAR]**, try again, if problem persists check scale connection and PRG23 settings. |
| Operation error | E80<br>OPERATION FAILED | This key sequence can not be executed successfully. Press **[CLEAR]** and proceed with correct command. |
| Payment card error | E81<br>BAD CARD | Card number can not be recognized. Swipe card again. |
| The section has not been configured | E 83<br>NOT CONFIGURED | There are no entries in the chosen section table. Configure the table in S 01. |
| Quantity entry for PLU is compulsory | E86<br>QNTY. REQUIRED | Press **[CLEAR]**, enter quantity and press **[X]** key or enter weight and press **[SCALE]** key. |
| EFT error | E90<br>EFT ERROR | There is a communication problem with EFT terminal or pinpad. |
| Internal system error | E99<br>INTERNAL ERROR | Internal system error code and appropriate file name displayed. Contact authorized NEXA representative for assistance. |
| Report file error | E100<br>REPORT FILE ERROR | Report file damage noticed over FTP communications. |

# 5 CLERK REGISTRATION

## 5.1 CLERK LOG-IN

There are three possible ways for user to log in and out of the ECR NE510,
:

**a)** **Using Clerk code and password method.**
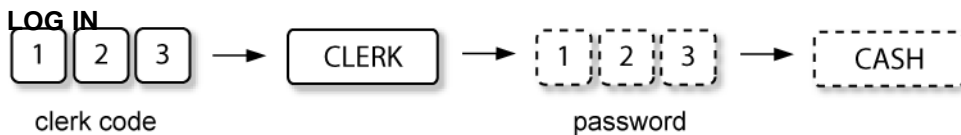
**LOG IN**



According to previous settings, password entry can be skipped.

**LOG OUT**



Clerk Log-Out function is performed simply pressing _____ .

**b)** **Using a preset clerk key.**

**LOG IN**

 or other preset clerk keys
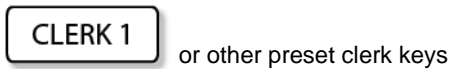
**LOG OUT**



Clerk Log-Out function is performed pressing _____ .

**c)** **Using i-Button.**

Each operator has a key to access ECR. The ECR will not operate unless one of these keys is attached.

**LOG IN**
Attach clerk key.

**LOG OUT**
Remove i-Button.

## 5.2 SWITCH CLERK

Clerks can be switched during transactions for different management purposes.

< **Clerk 1 Log-In** > ➜ < **Item Registration** > ➜ < **Log-Out Clerk 1** > ➜ < **Log-In Clerk 2** >

➜ < **Continue Registration** >
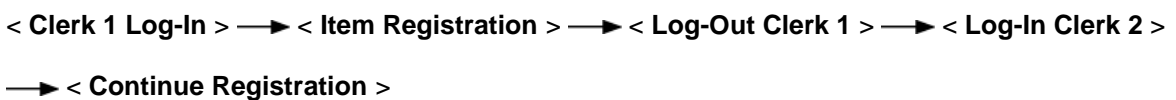
# 6 OPERATION IN REGISTRATION MODE

REGISTRATION MODE provides the following operations:

**1) INSIDE SALE**
- DEPARTMENT REGISTRATION
- PLU REGISTRATION
- CLIENT REGISTRATION
- DISCOUNT AND SURCHARGE OPERATIONS
- PAYMENT REGISTRATION
- HOSPITALITY FUNCTIONS
- TRANSACTION SUSPEND AND RESUME
- TAX SHIFT
- NON-TURNOVER INVOICE PRINT
- ERROR CORRECTIONS
- RETURN OPERATIONS
- NON-ADD NUMBER AND TEXT PRINT

**2) OUTSIDE SALE**
- TIME AND DATE DISPLAY
- NO SALE OPERATIONS
- LAST RECEIPT COPY PRINT
- RECEIVED ON ACCOUNT
- PAID-OUT
- CLERK TRANSFER (HOSPITALITY ONLY)



**In case of error, ECR displays error warning consisting of the error number and error name designation, that is accompanied by a buzzer beep.**

**To remove error message, press key** CLEAR .

**7**

# 7  SALE OPERATIONS

## 7.1    RECEIPT SAMPLE

Below is a typical receipt sample with the basic sale operations included. These operations are discussed in detail in the following sections.

| | Receipt | Annotation |
|---|---|---|
| **RECEIPT HEADER** | <><><><><><><><><><><><><><><><><><><> <br> NEXA DZELZAVAS 120iRIGA <br> TEL 67802812 <br> <><><><><><><><><><><><><><><><><><><> <br> ECR S/N: 00000000 <br> REC#00000043 <br> CLERK JANE | <br><br><br><br> ← ECR Number <br> ← Receipt Number <br> ← Clerk Name |
| **REGISTRATIONS** | DEP 01　　　　　　　　　　1.20A <br> DEP 02　　　　　　　　　　2.10B <br> DEP 02　　　　　　　　　　2.10B <br> DEP 02　　　　　　　　　　2.10B <br> DEP 03　　5 x 4.10 =　　　20.50A <br> DISCOUNT <br> (-10.00%)　　　　　　　　-2.50A <br> PLU 2　　　　　　　　　　6.00A <br> PLU 1　　　　　　　　　　6.00A <br> **EC**　 <br> PLU 1　　　　　　　　　　-5.00A <br> **VOID**　 <br> DEP 02　　　　　　　　　　-2.10B <br> Subtotal　　　　　　　　　29.90 <br> SURCHARGE <br> (15.00%)　　　　　　　　　4.49 <br> Subtotal　　　　　　　　　34.49 | ← Department registration <br><br><br><br> ← Unit Quantity x Price <br> ← Discount <br> ← Discount Rate <br> ← PLU Registration <br><br> ← Error Correct <br><br> ← Void Correct <br><br> ← Sales Subtotal <br> ← Sales Surcharge <br> ← Sales Surcharge Rate |
| **PAYMENT** | ----------------------------------- <br> TOTAL EUR　　　　　　　　34.39 <br> CREDIT　　　　　　　　　　20.00 <br> CASH　　　　　　　　　　　15.00 <br> Change EUR　　　　　　　　0.61 | <br> ← Sales Total <br> ← Non-cash Amount Tendered <br> ← Cash Amount Tendered <br> ← Change Amount |
| **TAX INFORMATION** | ----------------------------------- <br> WITH VAT-A 21.00%　　　　9.35 <br> VAT-A 21.00%　　　　　　　2.49 <br> WITH VAT-A 21.00%　　　　11.84 <br> WITHOUT VAT-B 10.00%　　18.00 <br> VAT-B 10.00%　　　　　　　2.50 <br> WITH VAT-B 10.00%　　　　20.50 | <br> ← Tax A Taxable <br> ← Tax <br> ← Total <br> ← Tax B Taxable <br> ← Tax <br> ← Total |
| **RECEIPT FOOTER** | ----------------------------------- <br> 24.07.2010.　　　　　　　14:42 <br> 　　　THANK YOU! | <br> ← Date, Time <br> ← Advertising Text |

## 7.2    ITEM REGISTRATION SAMPLE

Below you see a detailed item registration in the receipt.
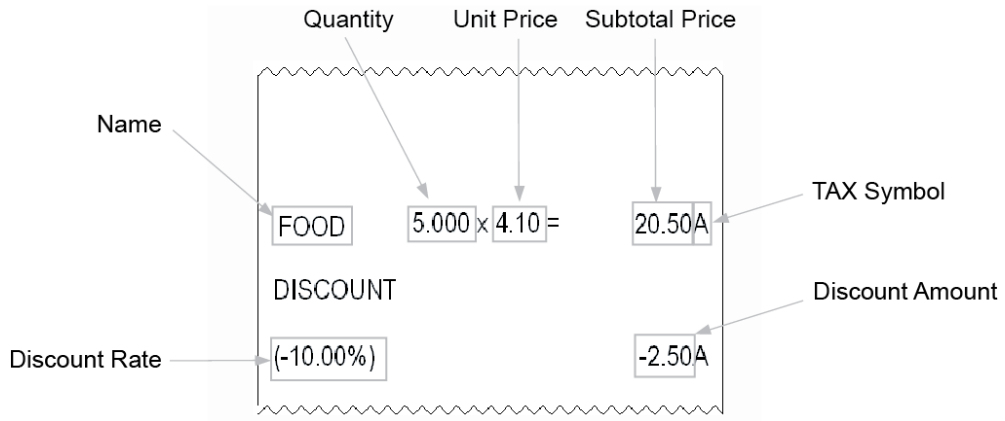
## 7.3    PRICE REGITSRATION METHODS

Two price input methods are available for configuration:

1) Traditional price entry without using decimal point. (This is the default setting.)

*Examples:*

- Traditional round price (EUR 1.00) entry in the CLOTHING department.



- Traditional fractional price (EUR 10.25) entry in the ALCOHOL department.



2) Short price input format. (This option provides simple and fast entry of round prices. To input fractional prices, decimal point has to be used.)

*Examples:*

- Short round price (EUR 1.00) entry in the CLOTHING department.



- Short fractional price (EUR 10.25) entry in the ALCOHOL department.



> ⚠ **This user manual describes examples of traditional price entry without using decimal point!**

## 7.4    DEPARTMENT REGISTRATION

Departments in the receipt can be registered with:

- **PRESET PRICES**
- **MANUALLY ENTERED PRICES**
- **IN QUANTITY**
- **IN MULTIPLE REGISTRATIONS**
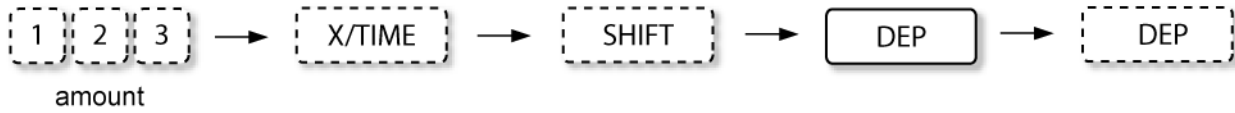- **AS PRESET SINGLE REGISTRATION DEPARTMENTS**

The main key in department registration is       DEP.       .

### 7.4.1  DEPARTMENT REGISTRATION WITH PRESET PRICE

If the department key is pre-set, it already includes price information. These preset departments can be registered in quantity and also as multiple registrations.



*Example:*

single registration
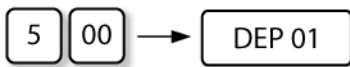


quantity registration



multiple registration



| Department → | DEP 01 | 1.50A | ← Single Registration |
|---|---|---|---|
| | DEP 02 | 4.00B | ← Single Registration |
| | DEP 03   3 x 3.00 = | 9.00A | ← Quantity Registration |
| | DEP 03 | 3.00A | ←Multiple Registration |
| | DEP 03 | 3.00A | |
| | DEP 03 | 3.00A | |

*Sample issued in pre-set department registration operation*

### 7.4.2    DEPARTMENT REGISTRATION WITH MANUAL PRICE

Any department can be registered with manually entered prices – prices that differ from the pre-set prices or are not pre-set at all.



*Example:*







| Department → | DEP 01 | 5.00A | ← Single Registration |
|---|---|---|---|
| Amount Registration → | DEP 03   4 x 3.50 = | 14.00A | ← Quantity Registration |
| | DEP 03 | 3.50A | ←Multiple Registration |
| | DEP 03 | 3.50A | |
| | DEP 03 | 3.50A | |

*Sample issued in manual price department registration operation*

### 7.4.3   SINGLE ITEM DEPARTMENT REGISTRATION

If department is set as a single item, transaction is finalized automatically as a cash sale.
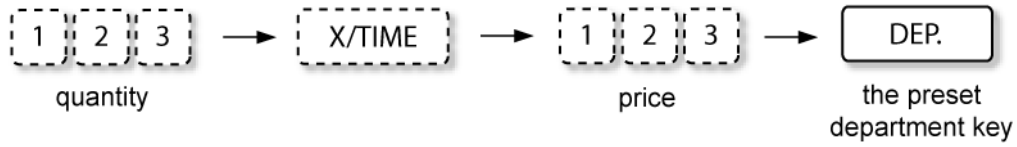


*Example:*
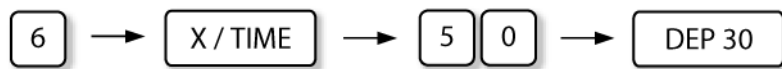


```
                          / / / / / / / / / / / / / / / / / / / /
Single Item Department →  DEP 30   6 x 0.50 =              3.00A
                          -------------------------------------
                          TOTAL EUR                        3.00A   ← Total
                          CASH                             3.00A   ← Amount Tendered

                          / / / / / / / / / / / / / / / / / / / /
```

*Sample issued in single item department registration operation*

## 7.5    PLU REGISTRATION

PLU codes provide easier work with the ECR. Each PLU number has assigned the item price, name and tax information to it. Implementing an item price, it can be changed inside PLU code that differs from the programmed price. PLU can have positive, as well as negative price values.

PLUs in the receipt can be registered:

- WITH PRESET PRICES
- WITH MANUALLY ENTERED PRICES
- IN QUANTITY
- IN MULTIPLE REGISTRATIONS
- AS PRESET SINGLE REGISTRATION PLUs
- AS LINKED PLUs
- SELECTING  PLU PRICE GROUP
- WITH ZERO PRICE
- AS MESSAGE PLUs

Key used for PLU registrations is    [ PLU ]    .
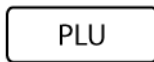
| ⚠ | **This user manual describes examples of traditional price entry without using decimal point!** |
|---|---|

### 7.5.1    STANDARD **PLU** REGISTRATION

There are 3 ways how to register a PLU:
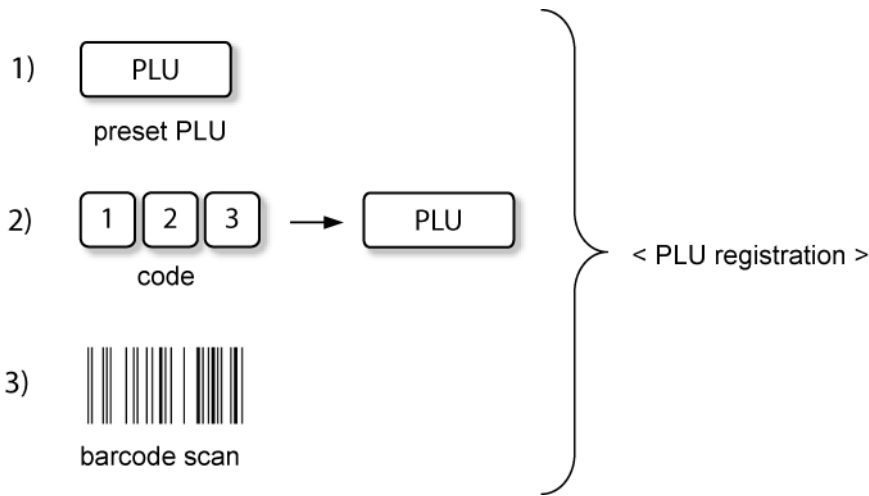


Using any registration type it is possible to register quantity and/or multiple registrations:
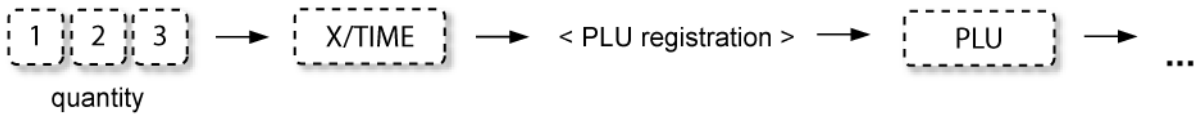


*Example:*



| | | |
|---|---|---|
| PLU → | PLU 15 | 1.40A | ← PLU Fixed Price Registration |
| Quantity Registration → | PLU 54   2 x 2.00 = | 4.00B | |
| PLU Name → | PLU 54 | 2.00B | ← Multiple Registration |

*Sample issued in PLU registration operation*

### 7.5.2 MANUAL PRICE PLU REGISTRATION:

PLU can be registered, entering the price manually.
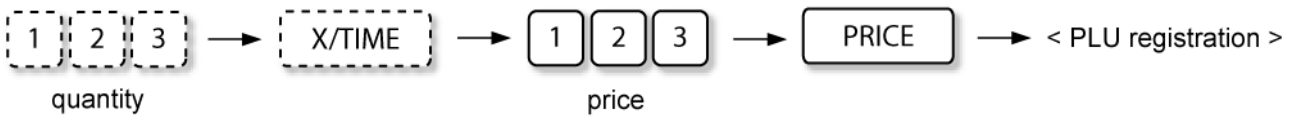


*Example:*
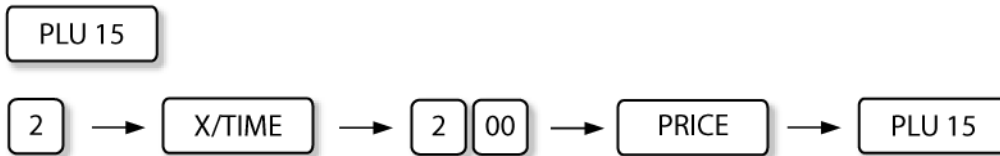


| | | | |
|---|---|---|---|
| PLU → | PLU 15 | 1.40A | ← PLU Fixed Price Registration |
| Amount Registration → | PLU 15   2 x 2.00 = | 4.00A | ← Manual Price Registration |

*Sample issued in manual price PLU registration operation*

### 7.5.3    SINGLE ITEM PLU REGISTRATION

If a PLU is linked to a single item department, **transaction is finalized automatically as a cash sale.**
Such single item PLUs can be registered with manually entered prices and in the necessary quantity.
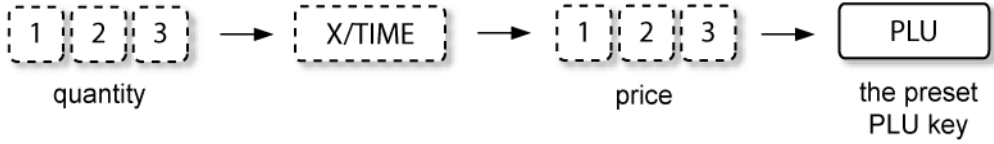


*Example:*
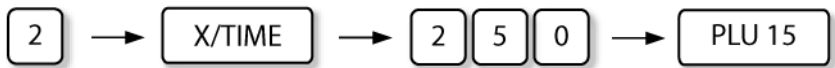


Single Item PLU Quantity x
Manual Price registration →

```
/ / / / / / / / / / / / / / / / / / / / /

Service  2 x 2.50 =                5.00A


-------------------------------------
TOTAL EUR                          5.00A   ← Total Registration
CASH                               5.00A

/ / / / / / / / / / / / / / / / / / / / /
```

*Sample issued in single item PLU registration operation*

### 7.5.4    LINKED PLU REGISTRATION

Linked PLU is a PLU group of preset items. Pressing the preset linked PLU key all the related items are registered in the receipt.

*Example:*
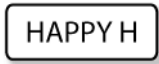
HAPPY H

pre-set linked PLU

| | | |
|---|---|---|
| Main PLU → | Happy Hour | -1.00A |
| The linked items → | Soup | 2.00A |
| The linked items → | Main Course | 2.00A |
| The linked items → | Dessert | 0.50A |

*Sample issued in linked PLU registration operation*

### 7.5.5   **PLU** PRICE LEVEL SHIFT

3 fixed price levels can be configured for PLU registrations.
Key [ PRICE SHIFT ] serves as the designator of the relevant price level. Thus, entering price level number
(1, 2 or  3) and pressing key [ PRICE ], the corresponding price level is activated.



ECR can be configured to use the following price level shift::

* price level is adjusted only to the next registered PLU,
* price level is adjusted to all further registrations.

*Example:*





| | | | |
|---|---|---|---|
| PLU registration → | PLU 15 | 1.20 A | ← 3rd price level |
| PLU registration → | PLU 15 | 0.40 A | ← 1st price level |
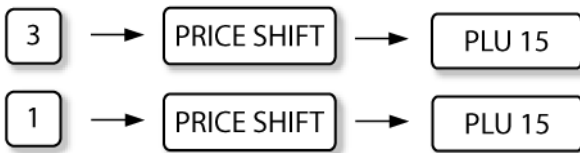
*Sample issued in price level shift operation*

### 7.5.6    PLU REGISTRATION WITH ZERO PRICE

Price (0.00) printing for zero price PLUs can be skipped by ECR setting.

*Example:*

```
                            / / / / / / / / / / / / / / / / / / / / / /
   PLU registration →   | Pizza                    3.20 A |  ← With price
Zero price PLU registration → | Double cheese                  |  ← Without price
                            / / / / / / / / / / / / / / / / / / / / / /
```
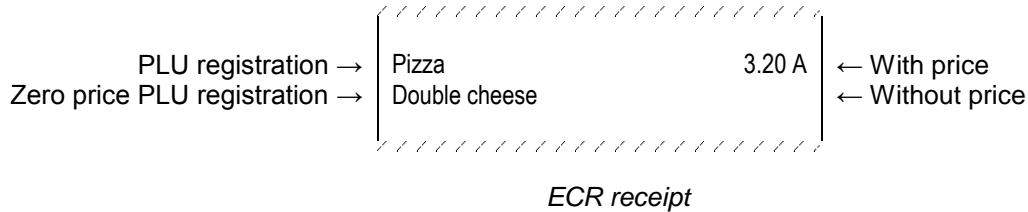
*ECR receipt*

### 7.5.7    MESSAGE PLU REGISTRATION WITH ZERO PRICE

PLUs with zero price can be used as message printed in Kitchen printer receipts only. Those PLUs don't appear on sales receipt.

*Example:*

```
                            / / / / / / / / / / / / / / / / / / / / / /
                         |
                         | SALAD / DESSERT               |
   PLU registration →   | Pizza                         |
                         | Double cheese                 |
Message PLU registration → | 2 plates                    |  ← Printed only on kitchen printer
                            / / / / / / / / / / / / / / / / / / / / / /
```

*Kitchen printer receipt*
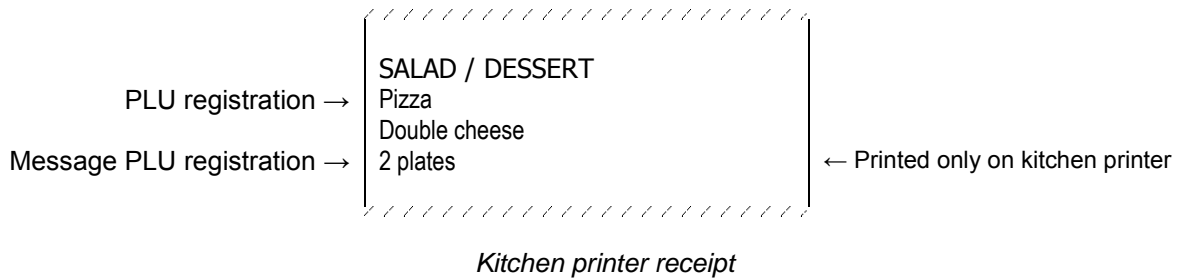
## 7.6    PLU NAME AND PRICE DISPLAY

Anytime during sale or outside sale, check the PLU price on clerk's display when necessary:

| PRICE |  ⟶  < PLU Registration >

*Example:*

| PRICE |  ⟶  | PLU 15 |

Cheese
    3.50

*Clerk Display PLU name and price display*

## 7.7    CUSTOMER ACCOUNT SYSTEM

Customer account system can be employed in ECR NE510,  . Customer record including customer name,address, company name and other information, as well as the applied discount is stored in ECR memory or remote customer account server.

Customer registration can be performed anytime inside sale by:

Customer code entry method
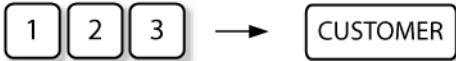


customer code

Customer barcode scan method



customer barcode

Customer magnetic card read method
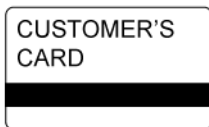


*Example: customer registration, discount applied*
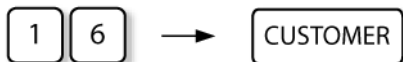


customer code

```
                        / / / / / / / / / / / / / / / / / /
Customer Number →   CUSTOMER #16
   Customer Info →       John Gallahar
                         PCD, Ltd.
                         Hill Ave 45
                         New York
                     Subtotal                    25.00A
The programmed discount →  (-10.00%)             -2.50A
                     ------------------------------------
                     TOTAL                       22.50A
                     CASH                         22.50A
                        / / / / / / / / / / / / / / / / / /
```
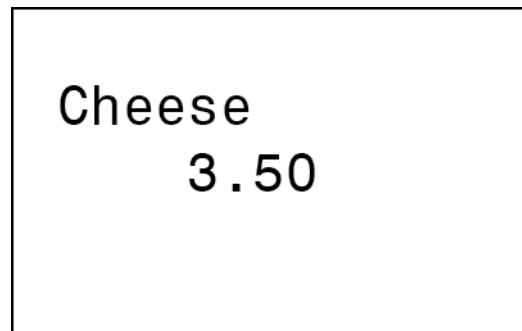
*Sample issued in customer registration operation*

## 7.8    DISCOUNTS AND SURCHARGES

Discounts and surcharges can be applied in:

- **RATES**  `-%`  `+%`

- **AMOUNT**  `-`  `+`

Discounts and surcharges can be applied to:

- **ITEMS**
- **SUBTOTAL**
- **SALE**

According to the ECR configuration discounts and surcharges can be pre-set to separate keys and in separate rates or amounts, but can be entered manually as well.

#### 7.8.1 DISCOUNTS AND SURCHARGES FOR THE ITEM REGISTERED

ECR discount and surcharge keys, can have a pre-set rate or amount, as well as they can be used for performing the function in general and entering the rate and amount manually.
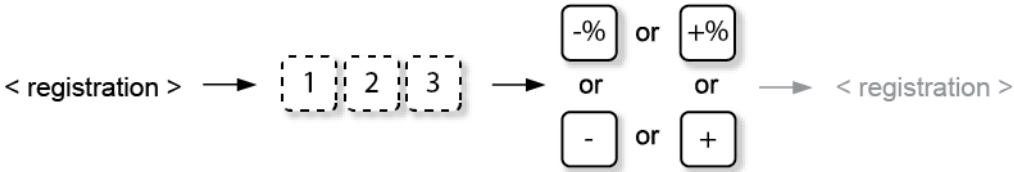


*Example: percent discount, manual rate entered*
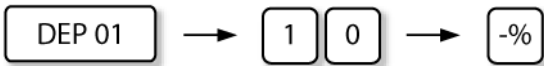


```
  Department registration →   DEP 01                    5.00A
       Item discount rate →   (-10.00%)                -0.50A   ← Item Discount
```

*Sample issued in item manual % discount operation*

*Example: discount, manual amount entered*



```
  Department registration →   DEP 02                    6.00A
     Item discount amount →   (-)                      -1.00A   ← Discount Amount
```

*Sample issued in item manual amount discount operation*

*Example: percent surcharge, manual rate entered*
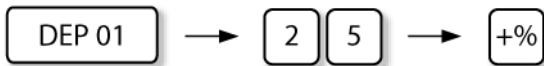


```
  Department registration →   DEP 01                    5.00A
      Item surcharge Rate →   (25.00%)                  1.25A   ← Item Surcharge
```

*Sample issued in item manual % surcharge operation*

### 7.8.2    DISCOUNTS AND SURCHARGES FOR SUBTOTAL

The discount/surcharge can be applied also to the subtotal of the registered items during the registration procedure or at the end of it. Rate or amount can be preset or entered manually.
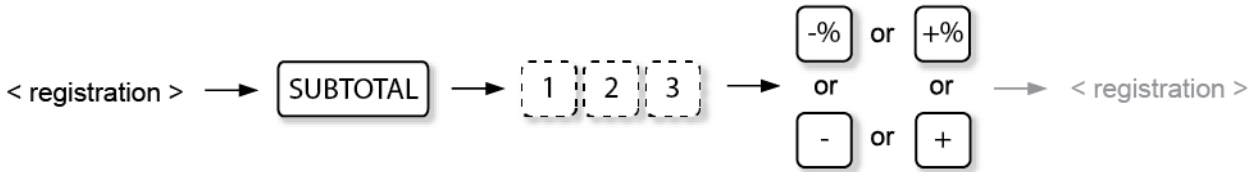


*Example: subtotal percent discount, manual rate entered*
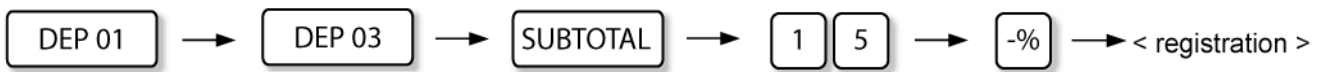


| Department registration → | DEP 01 | 10.00A | |
|---|---|---|---|
| | DEP 03 | 20.00A | |
| | Subtotal | 30.00 | ← Subtotal |
| Subtotal discount → | (-15.00%) | -4.50 | ← Subtotal Discount Rate |
| | DEP 05 | 5.00A | ← Continued registration |

*Sample issued in subtotal manual % discount operation*

*Example: subtotal surcharge, manual amount entered*



| Department registration → | DEP 01 | 5.00A | |
|---|---|---|---|
| | DEP 50 | 10.00A | |
| | Subtotal | 15.00 | ← Subtotal |
| Subtotal surcharge → | (+) | +1.00 | ← Surcharge Amount |

*Sample issued in subtotal manual amount surcharge operation*

### 7.8.3 DISCOUNTS AND SURCHARGES FOR SALE

According to ECR settings, the discount/surcharge can be applied also to the entire sale by registering it at any time in the item registration procedure. From the moment of registering the sale discount or surcharge, the registered items are calculated and displayed according to the registered discount/surcharge and the relevant value is printed in the receipt after finalizing the sale. Rate or amount can be preset or entered manually.
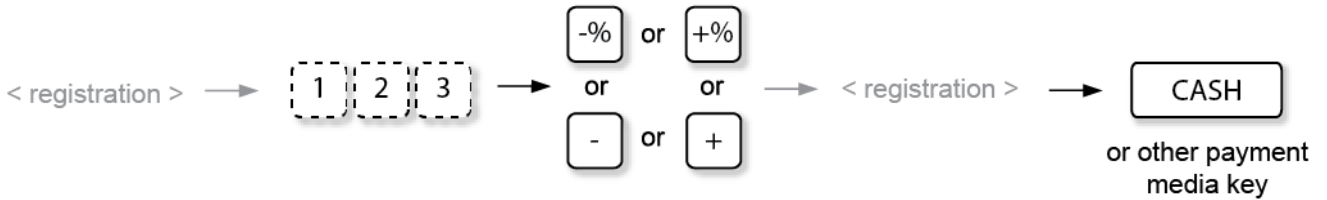


*Example: sale percent discount, manual rate entered*



| Department registration → | DEP 01 | 10.00A | |
| | DEP 03 | 20.00A | |
| | Subtotal | 30.00 | |
| Sale discount → | (-15.00%) | -4.50 | ← Sale Discount Rate |
| | TOTAL EUR | 25.50 | ← Sale Total with the applied discount |

*Sample issued in sale manual % discount operation*

*Example: sale surcharge, manual amount entered*



| Department registration → | DEP 01 | 5.00A | |
| | DEP 50 | 10.00A | |
| | Subtotal | 15.00 | |
| Sale surcharge → | (+) | +1.00 | ← Surcharge Amount |
| | TOTAL EUR | 16.00 | |

*Sample issued in sale manual amount surcharge operation*

## 7.9    PAYMENTS

Payments are used to finalise sales.
ECR provides different types of payment media that have to be pre-set:

- **CASH TENDERS**        CASH

- **NON-CASH TENDERS (CHARGE, CHECK, CREDIT etc.)**    CHARGE    CHECK    CREDIT


Total sale amount can be covered using different media types.

Amount can be entered for each tender type and the ECR automatically prints the change on the receipt.


Any media key can be configured also for payments in other currencies.

To view the tender total amount in other currency:


< registration >  ⟶  CURRENCY  .

### 7.9.1   CASH TENDERS

Most common way to finalize sale is using cash payment. Sale can be finalized by cash totalled or cash tendered. In case of amount tendered payment method, the change amount is printed on receipt and displayed on the display.

< registration >  ⟶  SUBTOTAL  ⟶  1 2 3  ⟶  CASH
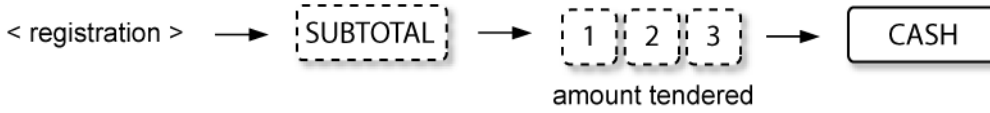
amount tendered

*Example: Sale finalised, cash tendered*

PLU 4  ⟶  PLU 15

SUBTOTAL  ⟶  2 0 00  ⟶  CASH
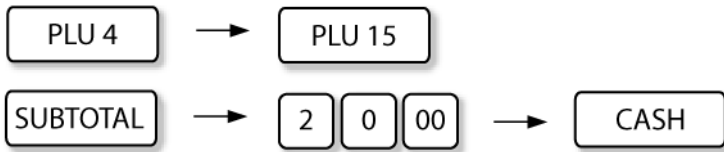
```
PLU →   PLU 4                    2.50A
        PLU 15                   3.50A
        Subtotal                 6.00
        ------------------------------------
        TOTAL                    6.00    ← Total
        CASH                    20.00    ← Amount Tendered
        Change                  14.00    ← Change
```

*Sample issued in cash operation*

### 7.9.2    NON-CASH TENDERS

Finishing registration and using non-cash media, the non-cash payment is individually configured according to ECR operation requirements, for example [ **CARD** ], [ **CREDIT** ], [ **CHARGE** ]. In such cases the tender is closed with additionally programmed functional non-cash payment key. The amount tendered can be entered if the media type is correspondingly configured.

< registration >  →  SUBTOTAL  →  1  2  3  →  MEDIA

amount tendered

*Example:*

PLU 35  →  PLU 44  →  CREDIT
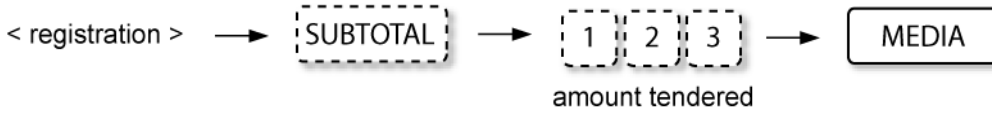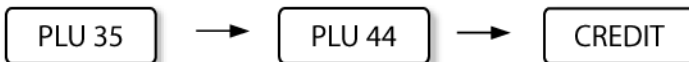
```
PLU Registration →   PLU 35                      15.00
                     PLU 44                      13.00

                     -------------------------------------
                     TOTAL EUR                   28.00
                     CHARGE                      28.00    ← Charge Payment Media
```

*Example:*

PLU 35  →  PLU 44
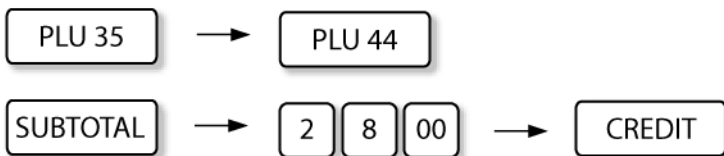
SUBTOTAL  →  2  8  00  →  CREDIT

```
PLU Registration →   PLU 35                       8.00
                     PLU 44                      20.00
Subtotal →           Subtotal                    28.00

                     -------------------------------------
                     TOTAL EUR                   28.00
                     CREDIT                      28.00    ← Credit Payment Media
```

*Samples issued in non-cash tender operations*

### 7.9.3    SPLIT TENDERS

When finalizing sale, ECR allows splitting tender, using multiple payment media – cash and other payment types (e.g., credit card, cheque, gift certificate).

**Split tender using multiple payment types**:
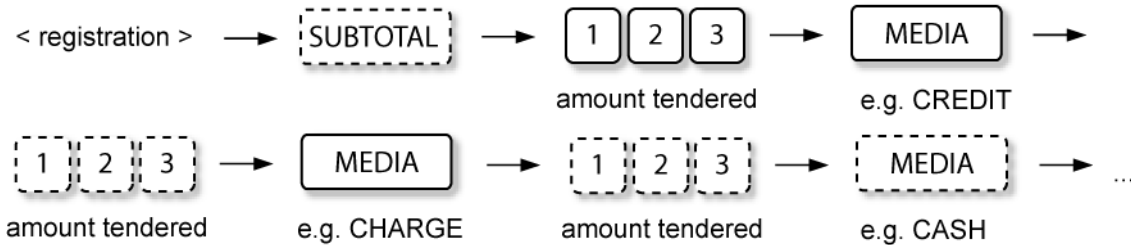


According to the situation the necessary payment media can be used variously.

*Example:*
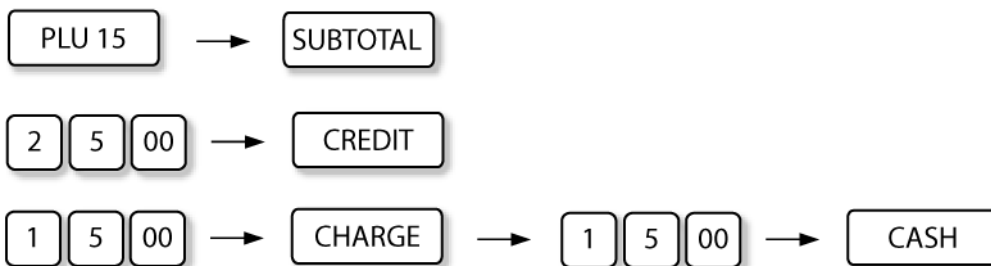


```
/ / / / / / / / / / / / /
PLU 15                        55.00A
Subtotal                       55.00
  ------------------------------------
TOTAL EUR                      55.00   ← Total
CREDIT                         25.00   ← Credit Media
CHARGE                         15.00   ← Charge Media
CASH                           15.00   ← Gift Certificate Media
Change EUR                      2.00   ← Change
  ------------------------------------
/ / / / / / / / / / / / / / / / / / /
```

*Sample issued in split tender operations*

### 7.9.4    CURRENCY TENDERS

**NEXA  NE510,**   payment media keys can be configured also in other currencies.To display the subtotal in currency, press the corresponding **[ CURRENCY ]** key.

When registering the payment in the necessary currency, the tendered amount entry is obligatory.

< registration>   →   CURRENCY   →   [1] [2] [3]   →   CURRENCY
                                      amount tendered
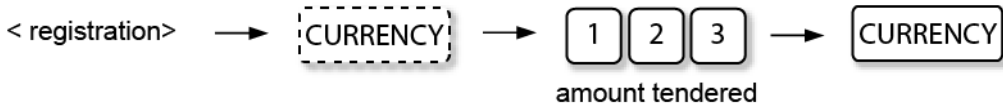
Payments in currencies can be carried out also as split tenders, in different currencies and by different payment types, according to the configured options.

*Example:*

[1] [5]   →   PLU   →   USD   →   [1] [5] [00]   →   USD
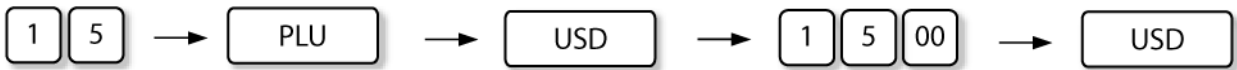
```
`````````````````````````````
PLU registration →  │ PLU 15                          5.00 A
                    │ ------------------------------------
                    │ TOTAL EUR                        5.00   ← Total in USD currency
                    │ TOTAL USD (RATE 0.727857)
                    │ CASH USD                         8.00   ← Amount paid in USD currency
                    │ (RATE 0.727857) = EUR           5.82 )
                    │ CHANGE EUR                       0.82   ← Change in EUR currency
`````````````````````````````
```

*Sample issued in split currency tender operations*

## 7.10   HOSPITALITY FUNCTIONS (NEXA   )

If your ECR is configured for hospitality functions and for the purpose of registering items in separate tracks (tables), your ECR has the following keys related to this application:

| | |
|---|---|
| TRK# | **Track number key.** Used for registration of track (table) number. |
| TRF | **Transfer key.** Used to transfer the entire track or selected items to another track. |
| BILL | **Bill key.** Used to print the track details and running balance. |
| CL.REP. | **Clerk report key.** Used to print the table units registered in a clerk profile. |

### 7.10.1   OPENING AND ACCESSING TRACKS (TABLES) AND TRACK LIST:

To open a new track or a track that has been opened previously, enter the track number and press **[ TRK # ]** key. After opening the table, items can be registered in the track.



NOTE: *track can be opened and left with no items registered for the purpose of Table Reservation.*

To access a list of open tables, press [ **TRK #** ] key and select the necessary table from the list.



After opening the selected table, items can be registered in this track.

**7.10.2**  **CLOSING TRACK (TABLE):**

To close an opened track, simply press **[ TRK # ]** key or open another track.



*NOTE: if another track is opened, the previous track is closed automatically.*

Track is closed on clerk I-button removal.

**7.10.3**  **PRINTING OF TRACK DETAILS AND RUNNING BALANCE (BILL):**

Any time, if a track is opened, it is possible to print the bill and view the current balance of the opened track.



```
RECEIPT # 123
CLERK 01 JOHN
TABLE # : 1
                    BILL
Coffee                      1.50A
Caesar Salad                3.99A

TOTAL                       5.49

02.01.2014.                 14:42
```

**7.10.4**  **TRANSFERRING OF TRACK (TABLE):**

The entire track can be moved to another new track (table change), or linked to existing track (table join).



*NOTE: If more than two tables must be joined together, subsequent joining by one table each time must be performed.*

---

### 7.10.5   TRANSFERRING OF ITEMS

Items of source track can be selected and transferred to new or existing track.

*NOTE: Item selection and transfer operations are available, if "List" function is activated.*

| | |
|---|---|
| Open the source track. |  |
| Select the items to be transferred from the list (by selecting them according to necessity). | <br><br>Note: in order to select for transfer a definite amount of the registered units, instead of key [ **SUBTOTAL** ] press the relevant number key (from1 to 9). |
| Transfer the selected items to target track. |  |

*NOTE: To cancel the item selection from the list or the entire unfinished transfer operation, simply press [ **CLEAR** ] key.*

*Sample of selection window of the units registered for a table:*



Selection cursor symbol
Selected units symbol
Selected units amount

> Coffee            2.50
Snacks
● 2 x 2.50  =       5.00   ← All registered items selected for transfer
Tea
2 3 x 1.50  =       4.50   ← 2 of 3 registered items selected for transfer
Salad             5.60

### 7.10.6   PAYMENT OF ITEMS

Items of source track can be selected individually for payment.

*NOTE: Item selection and payment operations are available, if "List" function is activated.*

| | |
|---|---|
| Open the source track. | [1] [2] [3] → [ TRK# ] → <br><br> table #<br><br> or<br><br> [ TRK# ] → [↑] or [↓] → [ TRK# ] |
| Select the items to be registered for payment from the list (by selecting them according to necessity). | → [↑] or [↓] → [ SUBTOTAL ]<br> or<br> [1] [2] [3]<br> number of units<br><br> Note: in order to select for payment a definite amount of the registered units, instead of key [ **SUBTOTAL** ] press the relevant number key (from 1 to 9). |
| Register payment of the selected items using the relevant payment media. (See section 7.9 Payments) | → [ TRF ] → [1] [2] [3] → [ CASH ]<br> the received money amount   or other payment media key |

*NOTE: To cancel the item selection from the list or the entire unfinished payment operation, simply press [ CLEAR ] key.*

*Sample of selection window of the units registered for a table:*



Selection cursor symbol — > Coffee    2.50
Selected units symbol — ● 2 x 2.50 = 5.00 ← All registered items selected for payment
Selected units amount — 2│3 x 1.50 = 4.50 ← 2 of 3 registered items selected for payment
Snacks
Tea
Salad    5.60

### 7.10.7  DELETING ITEMS

Items of source track can be selected and deleted.

*NOTE: Item selection and deletion operations are available, if "List" function is activated.*

| | |
|---|---|
| Open the source track. | 1  2  3  →  TRK#  →<br><br>table #<br><br>or<br><br>TRK#  →  ↑  or  ↓  →  TRK# |
| Select the items to be deleted from the list (by selecting them according to necessity). | →  ↑  or  ↓  →  SUBTOTAL  → |
| Register payment of the selected items using the relevant payment media. (See section 7.9 Payments) | →  VOID |

*NOTE: To cancel the item selection from the list or the entire unfinished deletion operation, simply press [ CLEAR ] key.*

**7.10.8   PRINTING OPEN TRACK REPORT BY CLERK**

Press [ CL.REP. ] key.

- If "Clerk system" is not used, a list of all opened tracks will be issued.
- If "Clerk system" is activated and clerk has logged in, a list of open tracks of the relevant clerk will be printed.
- Report will contain all open tracks by clerks, if option "Supervisor report includes all open Tracks" is selected.

```
              <><><><><><><><><><><><><><><><><><>
              ECR S/N: 00000000
              REC#00000061
Clerk number →   CLERK01
              X

              -------------------------------------
Clerk open track report →      OPEN TRACK BY CLERK
              -------------------------------------
              CLERK# 01
              TABLE# 1
              TOTAL                            2.50   ← Track #1 subtotal

              CLERK# 01
              TABLE# 1
              TOTAL                           28.60   ← Track #2 subtotal
```

*Clerk report sample*

## 7.11    TRANSACTION SUSPEND AND RESUME

If hospitality function is enabled, ECR provides the option of suspending a transaction and later resuming it.

### 7.11.1    TRANSACTION SUSPEND

< registration >    ⟶    [ SUSP ]

  After pressing [ **SUSP** ] key, the ECR state become outside sale and clerk is logged out.

### 7.11.2    TRANSACTION RESUME

< clerk log-in >

  The suspended transaction is automatically resumed after clerk log-in.
  *(For clerk log-in see section **5 CLERK REGISTRATION**.)*

## 7.12    TAX SHIFT

ECR provides the option of reassigning taxes. Feature can be used for take-away registration.

< registration >    ⟶    [ TAX SHIFT ]    ⟶    < registration >    ⟶    [ TAX SHIFT ]    etc.

During an open transaction the [ **TAX SHIFT** ] key can be pressed according to necessity, to activate and to check if the tax shift function is active.

## 7.13    NON-TURNOVER INVOICE PRINT

ECR provides the option to print a receipt that is not registered in the transaction reports and not updating sales counters.

< registration >    ⟶    [ NT.INV ]    ⟶    < registration >    ⟶    [ NT.INV ]    etc.

During an open transaction the [ **NT. INV** ] key can be pressed according to necessity, to activate and to check if the non-turnover invoice function is active.

## 7.14   ERROR CORRECTIONS

ECR provides the following correction functions:

CLEAR

- **CLEAR ERROR CONDITION**
- **CLEAR NON-REGISTERED ENTRIES**

EC

Error correct, used to cancel:
- **LAST ENTERED REGISTRATION,**
- **LAST ENTERED CHARACTER (BACKSPACE FUNCTION)**

VOID

Void used to cancel:
- **ANY REGISTRATION OF CURRENT SALE**
- **NON-FINALIZED SALE**
- **SUBTOTAL MODIFIER (SUBTOTAL DISCOUNT, SURCHARGE)**
- **PAYMENT MEDIA TENDER**

### ITEM LIST CORRECTION
- **ANY ITEM REGISTERED IN OPEN SALES**

### 7.14.1   LAST ENTERED ITEM CANCEL

Key  EC  is used to cancel the last registration.

< registration >  ⟶  EC

*Example:*

DEP 5  ⟶  EC

```
/ / / / / / / / / / / / / / / / / / /
DEP 05                          5.00A
** EC **
DEP 05                         -5.00A
/ / / / / / / / / / / / / / / / / / /
```
Last Item Error Correct →

*Sample issued in last item error correct operation*

**7.14.2** P**REVIOUS** R**EGISTRATION** C**ANCEL**

Key [ VOID ] is used to cancel registration in an unfinished sale. (Correction is not available, if a new operation is begun.)

Void refers also to the surcharge or discount applied to the relevant item.

< registration > ⟶ [ VOID ] ⟶ < incorrect registration >

*Example:*

[ PLU 11 ] ⟶ [ -% ] ⟶ [ PLU 56 ]

[ VOID ] ⟶ [ PLU 11 ]

|                                    |              |         |
|------------------------------------|--------------|--------:|
|                                    | PLU 11       |   5.00A |
|                                    |   (-25.00%)  |  -1.25A |
|                                    | PLU 56       |   3.50A |
| Previous Item Error Correct →      | ** VOID **   |         |
|                                    | PLU 11       |  -5.00A |
| Applied discount Correct →         | ** VOID **   |         |
|                                    |   (-25.00%)  |   1.25A |

*Sample issued in void operation*

### 7.14.3   NON-FINALIZED SALE CANCEL

If the current transaction has to be cancelled before finalizing it, press:

< registration >  →  [ VOID ]  →  [ SUBTOTAL ]  →  [ VOID ]

*Example:*

[ 1 ][ 1 ]  →  [ PLU ]  →  [ 5 ][ 6 ]  →  [ PLU ]

[ VOID ]  →  [ SUBTOTAL ]  →  [ VOID ]

Cancelled Transaction →

```
PLU 11                          500.00A
PLU 56                            4.50A
            ** TRN CANCELED **
     -------------------------------------
24.06.2014.                       14:42
            THANK YOU!
```

*Sample issued in cancelled transaction operation*

### 7.14.4   CORRECTING REGISTERED ITEMS LIST

After registering the items in the receipt within open sales it is possible to view a list of registered items and correct the items by selecting and deleting them from the list.

**1) OPEN THE LIST:**

< registration >  →  [ ↑ ]  or  [ ↓ ]  →  [ SUBTOTAL ]  →

**2) SELECT THE ITEMS:**

[ ↑ ]  vai  [ ↓ ]  →  [ SUBTOTAL ]  →  [ VOID ]

In the items list next to the items a selection cursor symbol is displayed, which can be moved up and down with the help of **[ ↑]** and **[ ↓ ]** keys.

Registered items list window

Selection cursor symbol →

| > Lambrusco | 6.50 |
|---|---|
| Cheese Brie | 4.25 |
| Chocolate | 1.23 |
| Flour | 1.80 |

To select any of the items, press **[ SUBTOTAL ]** key**.** Selection symbol is displayed next to the item (black dot).

Item selection symbol →

| Lambrusco | 6.50 |
|---|---|
| > Cheese Brie ● | 4.25 |
| Chocolate | 1.23 |
| Flour | 1.80 |

To cancel any selected item, repeatedly press **[ SUBTOTAL ]** key.

**3) DELETE THE SELECTED ITEMS FROM THE LIST:**

[ VOID ]

To delete any selected item or items from the list, press **[ VOID ]** key.

To cancel all the selected items and to close the item list window, press **[ CLEAR ]** key.

*Example:*

| Key combination | Information displayed |
|---|---|
| Item registration:<br><br>[1] [2] [3] → [PLU] →<br>    code<br><br>etc. | Sale<br>Lambrusco           6.50<br>Cheese Brie        4.25<br>Chocolate          1.23<br>Flour              1.80<br>Vanilla sugar      0.99<br><br>**14.77** |
| Further item registration:<br><br>[1] [2] [3] → [PLU] →<br>    code<br><br>etc. | Sale<br>Chocolate          1.23<br>Flour              1.80<br>Vanilla sugar      0.99<br>Grapes             2.80<br>Set of glasses    10.50<br><br>**28.07** |
| Opening the item list:<br><br>[↑] or [↓] → | > Lambrusco       6.50<br><br>  Cheese Brie     4.25<br><br>  Chocolate      1.23<br><br>  Flour          1.80 |
| Moving the cursor through item list and selecting the items:<br><br>[↓] → [SUBTOTAL] |   Lambrusco      6.50<br><br>> Cheese Brie    4.25<br>●<br>  Chocolate      1.23<br><br>  Flour         1.80 |

| Key combination | Information displayed |
|---|---|
| Moving the cursor through item list and selecting the items: | Cheese Brie          4.25 <br> ● <br> Chocolate            1.23 <br> Flour                1.80 <br> > Vanilla sugar       0.99 <br> ● |
| Deleting the selected items from open sales: <br><br> VOID | Sale <br> Vanilla sugar       0.99 <br> Grapes              2.80 <br> Set of glasses     10.50 <br> Cheese Brie        -4.25 <br> Vanilla sugar      -0.99 <br><br> 22.83 |

*Example in receipt:*

```
EKA S/N: 00000000
REC#00000061

Lambrusco                   6.50
Cheese Brie                 4.25
Chocolate                   1.23
Flour                       1.80
Vanilla sugar               0.99
Grapes                      2.80
Set of glasses             10.50
* * EC * *
Cheese Brie                -4.25
* * EC * *
Flour                      -1.80

TOTAL                      22.83
```

*Correcting registered items*

**7.14.5** TENDER OPERATION CANCEL

If the registered payment media has to be cancelled, press:

< media registration >  →  [ VOID ]  →  [ SUBTOTAL ]  →  [ CASH ]

*Example:*

[ PLU 15 ]  →  [ DEP 02 ]

[ SUBTOTAL ]  →  [ 2 ][ 5 ][ 00 ]  →  [ CARD ]

[ VOID ]  →  [ SUBTOTAL ]  →  [ CASH ]

```
PLU 15                          25.00A
DEP 02                          50.00A
Subtotal                         75.00
------------------------------------
TOTAL                            75.00
CARD                             25.00
        ** TENDERS VOIDED **
```
Media (CARD) →
Cancelled Tender →

*Sample issued in cancelled tender operation*

### 7.14.6 SUBTOTAL DISCOUNT, SUBTOTAL SURCHARGE CANCEL

Void applies also to subtotal discounts and surcharges, pressing:

< registration > ⟶ VOID ⟶ SUBTOTAL ⟶ +% or + or -% or -

*Example:*

DEP 01 ⟶ DEP 02

SUBTOTAL ⟶ 2 5 ⟶ -%

VOID ⟶ SUBTOTAL ⟶ -%

```
/ / / / / / / / / / / / / / / / / / / / / / /
DEP 01                          30.00A
DEP 02                           4.50A
Subtotal                         34.50
( -25.00% )                      -8.63      ← Subtotal Discount
** VOID **
Cancelled Subtotal Discount →  ( -25.00% )        8.63
/ / / / / / / / / / / / / / / / / / / / / / /
```

*Sample issued in cancelled subtotal manual % discount operation*

## 7.15   RETURN OPERATIONS

| RETURN | key is used to register the returned items and return money for them to the customer.

| RETURN | ⟶   < return registration >

*Example:*

| RETURN | ⟶ | 2 | ⟶ | X/TIME | ⟶ | PLU 15 |

```
ECR S/N: 00000000
REC#00000043
CLERK JANE
** RETURN **                        ← Returning Operation
PLU 15
2 x 5.00                    -10.00A
    ------------------------------------
```

*Sample issued in return operation*

## 7.16   NON-ADD NUMBER PRINT

This function is used to print numeric information on the receipt.



max. 30 characters

*Example:*



```
/ / / / / / / / / / / / / / / / / / /
  PLU 16                    3.00A
                          354286 #    ← Non-Add Number
/ / / / / / / / / / / / / / / / / / /
```

*Sample issued in non-add number print*

In case of mistake, to delete the last entered character press:

## 7.17   NON-ADD TEXT COMMENT PRINT

This function is used to print comment line on receipt (anytime, inside the sale). The comment line can be up to 30 characters long.

> ⚠    To enter requisites or other information longer than 34 symbols, enter several lines according to the provided algorithm.

ALPHA ⟶ A B C ⟶ # / NS

> ⚠    To activate the 2nd level character mode, press key ALPHA .
>
> After the 2nd level character entry ECR automatically returns to 1st level character entry.

To delete the last entered character, press:

EC

*Example:*

ALPHA ⟶ M R . _ S M I T H ⟶ # / NS

ALPHA ⟶ S U N R _ 3 8 _ N Y ⟶ # / NS

```
ECR S/N: 00000000
REC#00000043
CLERK JANE
                        MR. SMITH #    ← Text Comment
                        SUNR 38 NY #
```

*Sample issued in Non-Add number print operation*

---

# 8 OUTSIDE SALE OPERATIONS

Operations outside sale do not produce any items being registered in the receipt.

These operations include:

- **TIME AND DATE DISPLAY**
- **NO SALE OPERATION**
- **LAST RECEIPT COPY PRINT**
- **RECEIVED ON ACCOUNT**
- **PAID OUT**
- **CLERK TRANSFER (HOSPITALITY ONLY)**

## 8.1 TIME AND DATE DISPLAY

To see date and time on display, press key: | X/TIME |

To return to the starting position, press key: | CLEAR |



*Time and date in the clerk display*

If time and date display is active, the client display shows time.



*Time in client display*

## 8.2   NO SALE OPERATIONS

A no sale operation opens the cash drawer and issues No Sale receipt. However, the financial report records the no-sale activity count.

```
#/ NS
```

```
/////////////////////
ECR S/N: 00000000
REC#00000043
CLERK JANE
NO SALE                              ← No Sale Record
03.08.2014                    14:54  ← Time
        THANK YOU!
/////////////////////
```
Date →

*Sample issued in No Sale operation*

## 8.3    LAST RECEIPT COPY PRINT

To print a copy of the last registered transaction, press:    SUBTOTAL

```
          ** RECEIPT COPY **              ← Copy indication
ECR S/N: 00000000
REC#00000043
CLERK JANE
DEP 01                          5.50A
TOTAL EUR                        5.50
CASH                             5.50

Date →  03.08.2014              14:54     ← Time
              THANK YOU!
```

*Sample issued in receipt copy operation*

## 8.4    RECEIVED ON ACCOUNT

This function is used to register money which is added to the drawer outside the sale. After this operation amount of payment media in the drawer is increased.



*Example:*



```
/ / / / / / / / / / / / / / / / / /
ECR S/N: 00000000
REC#00000043
CLERK JANE
        RECEIVED ON ACCOUNT
        ------------------------------------
Amount →   CASH   1 x  20.00 =              20.00   ← Cash Inserted
        ------------------------------------
/ / / / / / / / / / / / / / / / / /
```

*Example:*



```
/ / / / / / / / / / / / / / / / / /
ECR S/N: 00000000
REC#00000043
CLERK JANE
        RECEIVED ON ACCOUNT
        ------------------------------------
Quantity x Amount →   CASH   2 x  20.00 =              40.00   ← Cash Inserted
        ------------------------------------
/ / / / / / / / / / / / / / / / / /
```

*Samples issued in RA operation*

---

## 8.5    PAID-OUT OPERATIONS

This function is used to register amount of money which is taken out from the drawer for registration. This function reduces drawer's content. This operation can be used in case of money collection.



*Example:*



```
ECR S/N: 00000000
REC#00000043
CLERK JANE
                 PAID OUT
        -------------------------------------
Amount →   CASH   1 x  5.00 =                5.00    ← Cash Collected
        -------------------------------------
```

*Example:*



```
ECR S/N: 00000000
REC#00000043
CLERK JANE
                 PAID OUT
                  -------------------------------------
Quantity x Amount →   CASH   10 x  5.00 =                50.00    ← Cash Collected
                  -------------------------------------
```

*Samples issued in PO operation*

## 8.6    CLERK TRANSFER (HOSPITALITY ONLY) (NEXA   )

This function is used to take over all open tables of the signed-in clerk by another clerk.

< clerk log-in > ⟶ | TRANSF | ⟶ | 1 || 2 || 3 | ⟶ | CLERK |

clerk #, who is taking over


(For clerk log-in see section **5 CLERK REGISTRATION**.)

# 9  REPORTS

| ⚠ | **ALL REPORTS PRINTED**<br>**IN X AND Z MODE!** |
|---|---|

To print reports choose accordingly X or Z mode.

To switch between operation modes, press [**MODE**] key and use the **arrow keys** to select the required mode. Activate the selected mode with [**CASH**] key:

MODE → ↓ ↑ → CASH

**X -** Read Reports are printed, **without deleting** the current readings ()
**Z -** Reset Reports are printed, the current readings are **deleted** and set to zero. ()
**1 -** daily
**2 -** periodic

Reports in both modes have equal formats –only the X or Z reports mode symbols are different.

Be sure to take all the necessary read reports sales data before executing any reset reports.

| ⚠ | To cancel report printing, press key | CLEAR |
|---|---|---|

## 9.1    REPORT PRINTING COMMANDS

| REPORT | MODE | KEY SEQUENCE |
|---|---|---|
| Daily Financial Report | X/Z | 01 **[CASH]** |
| Financial Period Report | X/Z | 02 **[CASH]** |
| Department Report | X/Z | 03 **[CASH]** |
| Department Range Report | X/Z | (starting dep.#) **[#/NS]** (end dep.#) **[#/NS]** 03 **[CASH]** |
| Single Department Report | X/Z | (department #) **[#/NS]**  03 **[CASH]** |
| Department Period Report | X/Z | 04 **[CASH]** |
| Department Period Range Report | X/Z | (starting dep.#) **[#/NS]** (end dep.#) **[#/NS]** 04 **[CASH]** |
| Single Department Period Report | X/Z | (department #) **[#/NS]**  04 **[CASH]** |
| PLU Report | X/Z | 05 **[CASH]** |
| PLU Range Report | X/Z | (starting dep.#) **[#/NS]** (end dep.#) **[#/NS]** 05 **[CASH]** |
| Single PLU Report | X/Z | (PLU #) **[#/NS]**  05 **[CASH]** |
| PLU Period Report | X/Z | 06 **[CASH]** |
| PLU Period Range Report | X/Z | (starting PLU#) **[#/NS]** (end PLU#) **[#/NS]**  06 **[CASH]** |
| Single PLU Period Report | X/Z | (department #) **[#/NS]**  06 **[CASH]** |
| Clerk Report | X/Z | 08 **[CASH]** |
| Clerk Range Report | X/Z | (starting clerk #) **[#/NS]** (end clerk#) **[#/NS]**  08 **[CASH]** |
| Single Clerk Report | X/Z | (clerk #) **[#/NS]**  08 **[CASH]** |
| Clerk Period Report | X/Z | 09 **[CASH]** |
| Clerk Period Range Report | X/Z | (starting clerk #) **[#/NS]** (end clerk #) **[#/NS]** 09 **[CASH]** |
| Single Clerk Period Report | X/Z | (clerk #) **[#/NS]**  09 **[CASH]** |
| Hourly report | X/Z | 12 **[CASH]** |
| In-drawer report | X | 13 **[CASH]** |
| Customer report | X/Z | 36 **[CASH]** |
| Customer Range Report | X/Z | (starting customer #) **[#/NS]** (end customer#) **[#/NS]**  36 **[CASH]** |

| REPORT | MODE | KEY SEQUENCE |
|---|---|---|
| Single Customer Report | X/Z | (customer #) **[#/NS]**  36 **[CASH]** |
| Customer Period Report | X/Z | 37 **[CASH]** |
| Customer Period Range Report | X/Z | (starting customer #) **[#/NS]** (end customer #) **[#/NS]** 37 **[CASH]** |
| Single Customer Period Report | X/Z | (customer #) **[#/NS]**  37 **[CASH]** |
| Preset report list | X/Z | 61 **[CASH]** or larger report list # **[CASH]** |
| Singe Receipt Copy from EJ | X | Rec. No. **[#/NS]** 70 **[CASH]** |
| Range Receipt Copy from EJ | X | (starting #) **[#/NS]** (end #) **[#/NS]** 70 **[CASH]** |
| System information Report | X | 0  **[CASH]** |

## 9.2    FINANCIAL REPORT

```
          ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱ ╱

          <><><><><><><><><><><><><><><><>
                      NEXA
                DZELZAVAS 120i RIGA
                  TEL 67802812
          <><><><><><><><><><><><><><><><>
          ECR S/N: 00000000
          REC#00000043                          ← ECR Number
                                                ← Receipt number

          ------------------------------------
                FINANCIAL REPORT
          Z1                          Z1:0001    ← Report mode, number
          ------------------------------------
                      TAXES
          ------------------------------------
          TAX-A RATE                  21.00%     ← Tax rate
          TAXABLE-A WT                374.23     ← Amount without tax
          TAXABLE-A WO                452.83     ← Tax total
          TAX-A                        78.60     ← Amount with tax
          TAX-B RATE                  10.00%
          TAXABLE-B WT                932.48
          TAXABLE-B WO               1025.71
          TAX-B                        93.23
          ------------------------------------
          TAXABLE WT TOTAL           1306.71
          TAXABLE WO TOTAL           1478.54
          TAX TOTAL                   171.83
          ------------------------------------

          ------------------------------------
                      SALES                      Daily Sales Quantity
          ------------------------------------
          NET SALES            28     1478.54    ← Daily Sales Total Amount
          NEGATIVE TRANSACTIONS 4      -38.82    ← Negative Transactions
          ------------------------------------
                   TENDER SALES                  ← Sale Totals
          ------------------------------------
          CASH EUR             22      492.18    ← Payment Media, quantity, amount
          CREDIT EUR            4       994.00
          - - - - - - - - - - - - - - - - - -
          TOTAL                       1486.18    ← Sales Totals
          ------------------------------------
                       R/A
          ------------------------------------
          CASH                  1       74.10    ← Media, Quantity, Amount
          ------------------------------------
                       P/O
          ------------------------------------
          CASH                  1       10.10    ← Media, Quantity, Amount
          ------------------------------------
                    IN DRAWER
          ------------------------------------
          CASH EUR                     503.48    ← Cash Amount
          TRANSFER EUR                  52.70
          CREDIT EUR                   994.00    ← Credit Amount
          ------------------------------------
          IN DRAWER TOTAL             1534.52    ← In Drawer Total
```

Receipt header →

Financial Report →

Tax Information →

Sales Information →

Sale Totals →

Received on Account →

Paid Out →

Media In-Drawer →

| | | | |
|---|---|---|---|
| **Discounts/Surcharges →** | ------------------------------------<br>DISCOUNTS/SURCHARGES<br>------------------------------------ | | |
| | DISCOUNT 1 %- | 10.00% | ← Name, Preset Discount Rate |
| | | 5      -15.03 | ← Quantity, Amount |
| | DISCOUNT 2 (-) | 1.00 | ← Name, Preset Discount Amount |
| | | 3      -3.00 | ← Quantity, Amount |
| | SURCHARGE %+ | 15.00% | ← Name, Surcharge Rate |
| | | 7      11.28 | ← Quantity, Amount |
| **Grant Total →** | ------------------------------------<br>GRAND TOTAL<br>------------------------------------ | | |
| | GT | 1517.36 | ← Grand Total |
| **Corrections →** | ------------------------------------<br>CORRECTIONS<br>------------------------------------ | | |
| | ITEM VOID | 4      6.42 | ← Corrected Item Quantity, Amount |
| | ERROR CORRECTION | 5      177.50 | ← Cancelled Last Item |
| | REFUNDS | 4      -38.82 | ← Returned Item |
| | CANCELLED TRANSACTIONS | 1      5.75 | ← Cancelled Transactions |
| | SUSPENDED TRANSACTIONS | 1      8.00 | ← Suspended transactions |
| | RESUMED TRANSACTION | 1      0.00 | ← Resumed transactions |
| **Tracks →** | ------------------------------------<br>TACKS<br>------------------------------------ | | |
| | OPEN TRACK | 7      209.82 | ← Open tracks |
| | TRACK NET SALES | 6      105.36 | ← Track net sales |
| **Receipt Footer →**<br>**CRC checksum →** | 24.07.2014.                      14:42<br>CRC32 657984 | | ← Date, Time |

*Financial report sample*

## 9.3    DEPARTMENT REPORT

```
              ````````````````````````````
              <><><><><><><><><><><><><><><><>
              ECR S/N: 00000000
Receipt header →   REC#00000043
              X1                              ← Report mode
              ------------------------------------
Department Report →        DEPARTMENTS
              ------------------------------------
              DEP 01            56.000      423.41  ← Department, Quantity, Amount
              DEP 02            16.000     1025.71  ← Department, Quantity, Amount
              DEP 03             7.000       29.42  ← Department, Quantity, Amount
              ------------------------------------
              DEPARTMENT TOTAL              1478.54 ← Total of all Departments
Receipt footer →   24.07.2014.                14:42
              ````````````````````````````
```

*Department report sample*

## 9.4    PLU REPORT

| | | |
|---|---|---|
| | `<><><><><><><><><><><><><><><><>` | |
| | ECR S/N: 00000000 | |
| **Receipt Header →** | REC#00000043 | |
| | CLERK01 | |
| | X2 | ← Report mode |
| **PLU Report →** | ------------------------------------ | |
| | PLU | |
| | ------------------------------------ | |
| | 345 | ← PLU Code |
| | CHOCOLATE          2.000        10.00 | ← PLU Name, Quantity, Amount |
| | | |
| | 57 | |
| | ICE-CREAM         20.000       122.45 | |
| | | |
| | 468 | |
| | WINE              25.00       250.00 | |
| | | |
| | 789 | |
| | MILK              -2.000       -22.00 | |
| | | |
| | 978 | |
| | SWEETS             1.000        -2.00 | |
| | | |
| | ------------------------------------ | |
| | PLU TOTAL                      358.45 | ← Total |
| **Receipt Footer →** | 24.07.2014.                    14:42 | |

*PLU report sample*

## 9.5 HOURLY REPORT

```
    <><><><><><><><><><><><><><><><>
    ECR S/N: 00000000
    REC#00000043
    CLERK01
    X1                                    ← Report mode
    ------------------------------------
                HOURLY
    ------------------------------------
    14:00-14:59          28      1478.54    ← Period, Quantity, Amount
    15:00-15:59           2        15.56
    16:00-16:59          11       207.61
    17:00-17:59           6        46.30

    24.07.2014.                   14:42
```

**Receipt header →**
**Hourly Report →**
**Receipt Footer →**

*Hourly report sample*

## 9.6    DRAWER REPORT

|  |  |  |
|---|---|---|
| **Receipt header** → | ```<><><><><><><><><><><><><><><><><><><><><>``` <br> ECR S/N: 00000000 <br> REC#00000043 <br> CLERK01 <br> X1 | <br><br><br><br> ← Report mode |
| **Media In Drawer** → | ------------------------------------ <br>                IN DRAWER <br> ------------------------------------ | |
| | CASH EUR                          503.48 <br> CASH EUR                            52.70 <br> CREDIT EUR                        994.00 | ← Cash in Drawer <br><br> ← Credit in Drawer |
| | ------------------------------------ <br> IN DRAWER TOTAL                1534.52 | <br> ← Total in Drawer |
| **Receipt Footer** → | 24.07.2014.                        14:42 | |

*In drawer report sample*

## 9.7    CLERK REPORT

```
            \\\\\\\\\\\\\\\\\\\\\\\\\\\
                <><><><><><><><><><><><><><><><>
                ECR S/N: 00000000
Receipt header → REC#00000043
                CLERK01
                X2                                      ← Report mode

                ----------------------------------
                            CLERKS
                ----------------------------------
                CLERK 01 (ANN)                          ← Clerk ID# (Name)
                BRUTO               11      54.26        ← Gross Sales, Quantity, Total
                NETO                11      54.26        ← Net Sales
                CANCELED TRN         0       0.00        ← Cancelled Transactions
                DISCOUNT             2      -2.05        ← Discounts
                ADD-ON               1       0.50        ← Surcharges
                ITEM VOID            1       3.75        ← Items Cancelled
                MODIFIER VOID        0       0.00        ← Modifiers cancelled
                ERROR CORRECT        1       5.75        ← Items corrected
                REFUNDS              1      -2.50        ← Items Returned
                NEGATIVE ITEMS       0       0.00        ← Negative sales
                TRACK NETO SALES     3      17.70        ← Table net value
                         TENDER SALES
                CASH EUR             4      48.70        ← Payments in cash
                       TENDERED AMOUNT
                CASH EUR             4      48.70        ← Amount in cash
                           INDRAWER
                CASH EUR                    68.70        ← Received in cash
                ----------------------------------
                CLERK 02 (JANE)                          ← Clerk ID# (Name)
                BRUTO               24      93.90        ← Gross Sales, Quantity, Total
                NETO                24      91.40        ← Net Sales
                CANCELED TRN         0       0.00        ← Cancelled Transactions
                DISCOUNT             1      -2.50        ← Discounts
                ADD-ON               0       0.00        ← Surcharges
                ITEM VOID            1       6.00        ← Items Cancelled
                MODIFIER VOID        0       0.00        ← Modifiers cancelled
                ERROR CORRECT        1       6.00        ← Items corrected
                REFUNDS              0       0.00        ← Items Returned
                NEGATIVE  ITEMS      0       0.00        ← Negative sales
                TRACK NETO SALES     6      15.00        ← Table net value
                         TENDER SALES
                CASH EUR             5      85.96        ← Payments in cash
                TRANSF. EUR          1       6.00        ← Payments by transfer
                       TENDERED AMOUNT
                CASH EUR             5      85.96        ← Amount in cash
                TRANSF. EUR          1       6.00        ←  Amount by transfer
                           INDRAWER
                CASH EUR                    86.96        ← Received in cash
                TRANSF. EUR                  6.00        ← Received by transfer
                ----------------------------------
Receipt Footer → 24.07.2014.                   14:42

            \\\\\\\\\\\\\\\\\\\\\\\\\\\
```

*Clerk report sample*

---

## 9.8    CUSTOMER REPORT

```
`````````````````````````````````
    <><><><><><><><><><><><><><><><><><>
ECR S/N: 00000000
REC#00000043
X1                                      ← Report mode

      ------------------------------------
                  CUSTOMERS
      ------------------------------------
CUSTOMER #16                             ← Customer number
   Mr. John Brown                        ← Customer name/title
   VKT, Ltd                              ← Other information
   Avenue 3, New York
   US
NET                    3      65.59      ← Amount, sum

CUSTOMER #10                             ← Customer number
   ABC                                   ← Client name/title
   Loyalty programme                     ← Other information
NET                    6     135.24      ← Amount, sum

24.09.2014.                   14:42
`````````````````````````````````
```

**Receipt header →** (ECR S/N: / REC# / X1 rows)

**Receipt Footer →** (24.09.2014. ... 14:42 row)

*Customer report sample*