

ROYAL[®]

100CX

Portable Cash Register

Instruction Manual

4

Departments

Dual Power

Four "C" batteries
or AC adapter

**Memory
Protection**

**Automatic Tax
Computation**

4 Tax rates

(Including Canadian
and VAT)



WELCOME

*to the Royal family of fine business machines.
We sincerely hope you will enjoy the many benefits
of being associated with a distinguished product
name that has represented both quality and
customer satisfaction since 1905.*

This electronic cash register is designed to help your business function smoothly by providing efficient register operations and accurate management reports. Start-up is quick and easy, yet there are many options that can be added and revised so that you can customize your operations for optimum productivity. Here are just a few of the register's many valuable features:

- 4 Departments
- Choice of Journal or Customer Receipt printout
- Automatic tax computation for tax rate (Add-on, Canadian Tax and VAT)
- Department-linked entry options that streamline and speed-up operation
- Periodic management reporting systems
- Battery back-up / memory protection of records
- Portability from battery power

PLUS...

The ROYAL CONSUMER PRODUCT SUPPORT HOTLINE gives you the opportunity to call for operational assistance and problem resolution. Please call toll-free:

- Customer Service:
 - 1-800-272-6229 (USA and Canada)
 - 1-800-849-4826 or (52) 559 138 3300 (in Mexico)
- Ordering Supplies: 1-888-261-4555

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1. INTRODUCING YOUR CASH REGISTER

STANDARD ACCESSORIES

The following are included in the box with your cash register:

- 1 starter-roll of 57mm (2 ¼") single-ply, bond paper tape
- 1 ink roll (already installed)
- Instruction Manual

USING THIS MANUAL

Your Cash Register manual is organized for easy reference. The front portion contains general information on all features and functions of the cash register. Instructions for setting the optional programs are next. Transaction examples for operating the register are at the back of the manual. Use the TABLE OF CONTENTS to locate a particular item.

Throughout this manual, references to the keypad are shown bolded and in brackets. References to the operational keys are preceded by the word "press". For example: Press [subtotal]. Or: Press [DEPARTMENT 1].

GETTING STARTED

Important note: The cash register must be first plugged in before installing the back-up batteries.

Before you begin to operate the register or set the programs, check SETTING UP AND MAINTAINING THE CASH REGISTER for installation information. Review KEYPAD FUNCTIONS, THE CONTROL SYSTEM and THE DISPLAY to become familiar with their operations.

NOTE: Programs and transaction information for management reports are stored in the memory of the cash register. The batteries must be installed to save this information.

SETTING THE REGISTER PROGRAM

Transaction examples provide steps for key operations. Sample receipts are included.

Royal's helpful "Quick Start" program will provide you with the most basic programming options for the operation of your new cash register. Many users find "Quick Start" the best way to begin to learn about the many capabilities of the machine.

2. SPECIFICATIONS AND SAFETY

DEPARTMENT: 4

TAX:

- USA TAX mode (4TAX'S)
- Canadian TAX mode (4TAX'S)
- Value Add TAX MODE (4VAT'S)

PAYMENT: cash, check, charge

MANAGEMENT REPORTS: X/Z financial report

DISPLAY: LCD display (9 digits)

PRINTER:

- Citizen PA100
- Printing method - Character Selection Type
- Print Speed - 2.03 line/second (at the 7 digits printing)
- Number of columns - 13 columns
- Paper width - 58 +0mm / -1mm
- MCBF - 200000 lines

PROGRAMMABILITY:

- DATE (Month/Day/Year)
- TIME
- TAX mode:
 - USA - Straight TAX (0-99.999%)
 - Canadian (0-99.999%)
 - VAT (0-99.999%)
- DEPARTMENT
 - Taxable
 - Single Item or Normal
 - Price
- -% rate (0-99.99%)
- Decimal point (X./X.X/X.XX/X.XXX)
- Grand total and Z counter clear
- Z report security code (4 digits)
- Tax System (USA/Canadian/VAT)
- Canadian Taxation preset
- Zero price entry (allowed / not allowed)

SAFETY NOTICE

The main outlet for this cash register must be located near the unit and easily accessible.

Do not use this cash register outdoors, in the rain or near any source of liquid.

WARNING

FEDERAL COMMUNICATIONS COMMISSION (FCC) RADIO FREQUENCY INTERFERENCE STATEMENT INFORMATION TO THE USER:

CAUTION: Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

1. Reorient or relocate the receiving antenna.
2. Increase the separation between the equipment and receiver.
3. If applicable, connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
4. Consult the dealer or an experienced radio / TV technician for assistance.

Connection of peripherals to this unit requires the use of grounded, shielded cables to ensure compliance with the Class B FCC limits.

IN CANADA:

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatuses set forth in the Radio Interference Regulations of the Canadian Department of Communications

Le present appareil numerique n'emet pas de bruits radioelectriques depassant les limites applicables aux appareils numeriques de la Class B prescrites dans le Reglement sur le brouillageradioelectrique edicte par le ministere de Communications du Canada.

State of California Proposition 65 Warning

The following statement is required by the State of California:

Warning: This product may contain chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm. Wash hands after handling.

3. SETTING UP AND MAINTAINING THE CASH REGISTER

SETTING UP YOUR CASH REGISTER

IMPORTANT - Please read this section carefully before attempting to operate the cash register or set the programs.

1. Place on a hard, flat, level surface to permit smooth operation of the cash register.
2. Plug in the electrical connection to an appropriate outlet.
3. Install batteries. (See Page 13) Do not install batteries unless the register is plugged in.
4. Install paper. (See Page 14)
5. Set desired program options using Quick Start (Page 16).
6. Set the Control Switch to "REG R.Off" (journal record) or "REG" (customer receipts).
7. The machine is ready for cash register transactions.

MAINTAINING THE CASH REGISTER

1. Never cover the cash register when turned on. Doing so will prevent proper cooling of the electronic components.
2. Cover the register when not in use to protect components from dust. The cash register should be turned "off" when covered and not in use.
3. Take care to keep all liquids away from the machine to avoid spills, which could damage electronic components.
4. To clean, use a soft, dry cloth. Do not apply organic solutions such as alcohol.
5. Your cash register should be kept in areas free from dust, dampness or extreme hot or cold temperatures.
6. If stored in extreme temperatures (below 32 degrees or above 104 degrees Fahrenheit), allow the temperature inside the register to reach room temperature before turning on.
7. DO NOT attempt to pull the paper tape when printing or installing paper. Always use the [Feed] key to advance the paper. Pulling the tape could damage the print mechanism.
8. If electronic service is necessary, an authorized service center is recommended. For a list of the Authorized Service Centers within your local area, please call 1-888-261-3888.
9. Familiarize yourself with the safety statements on Page 7.

4. KEY PAD FUNCTIONS

Feed	REG	REG R. Off	X	Z	PRG	ON /OFF
Ref.	7	8	9	DP 4	-%	-
Void	4	5	6	DP 3	Tax Shift	Check /RA
Qty /Time	1	2	3	DP 2	# /ST/NS	Charge /PO
C	0	00	.	DP 1	<u>Amt Tend</u> TOTAL	

Amt Tend/TOTAL:

- Amount Tendered and Cash Total Key - Used to total transactions, compute change and obtain daily grand totals of all transactions in "X" and "Z" positions.

Charge/PO:

- The Charge key is used for charge tender transactions.
- The PO (PAID OUT) key is used to remove media from the cash drawer.
- It carries its own total on the financial report.

C:

- The Clear key will clear an entry made on the numeric keypad or Qty/Time key before it is finalized on a department or function key.
- The Clear key is also used to clear error conditions.

Feed:

- Depressing the Feed key will advance the receipt or journal paper one line, or continuously until the key is released.

(-):

- The (-) key is used to subtract an amount from the sale total.
- The financial report records the (-) key total.

Ref.

- As the Ref. key, this is used for refund operations.
- The financial report records the refund total.

-%

- The -% key is used to subtract a percentage from the sale total.
- The financial report records the -% key total.

#/ST/NS:

- # key is used as a non-add number entry.
- Depressing the ST (Subtotal) key will display the sales total.
- NS (Non sales) key is used as a non-sales function.

Check/RA:

- The Check key is used for check tender transactions.
- The RA (Received on account) key is used to record a media payment, or loan to the cash drawer.
- The financial report records the received on account totals.

00,0 – 9:

- Numerical keys.
- The numerical keys are used to input numbers.

▪ (Decimal point):

- The Decimal point key is used to enter a decimal point.

Qty/Time:

- The Qty/Time key is used to multiply departments or (-) key entries.

Tax Shift:

- Used to enter a non-tax item into a taxable department or to enter a tax item into a non-taxable department.

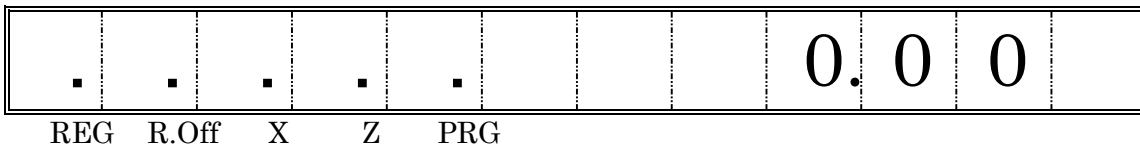
DP1 - DP4:

- Department key is used to select non-taxable sales at the pre-programmed tax rate.

Void:

- The void key is used to erase an incorrect entry, or for error correct operations. The financial report records the void total.

5. MODE INDICATOR



The operation mode changes by holding each key for 1 second. When in the OFF state, you can change to an ON state by using other mode select keys (REG, X etc.).

ON/OFF: Switch the ON / OFF state.

REG: Registration mode with printing (Receipt ON).

REG R.Off: Registration mode without printing (Receipt OFF).

X: The X position is used to read the management report.

Z: The Z position is used to read the management report

PRG: The PRG position is used for all programming.

6. THE DISPLAY

The display shows entry amounts and related transaction information through use of numbers and special symbols. The display window is situated so that the operator can view the operations.

The display is read from left to right as follows.

- Department - The first 2-digits display the department number associated for the specific entry.
- Amount - The remainder of the display shows the entry amount. Up to 7 digits can be used for the amount of each entry.

Special Symbol Indicators

Special symbols appear at the far left of the display during the operation of the cash register. These symbols identify the amount shown, warn of an error condition or indicate use of the program mode. They include:

- [CA] (Change) - Indicates the displayed amount that is change due to the customer.
- [-] (Minus) - Displays for a negative entry. Also displays if subtotal or cash tendered total is a negative number due to a return or refund.
- [5-S] (Subtotal) - Indicates the amount shown as a subtotal, including tax if applicable.
- (Total) - Indicates the amount shown is the total of the transaction.
- [E] (Error) - Displays if an error is made during an operation or when setting programs. An error tone will sound to alert the operator. To stop the error tone (beep) and to clear the error, press the [C] Clear key.

- [SEC CodE] (Security code illegal) - Displays when a security code has been programmed and an entry is attempted in the "Z" mode.

These symbols clear automatically when you start the next entry or press the [C] Clear key.

DISPLAYING THE TIME

Simply press the [Qty/time] key to display the current time. (See SETTING THE DATE AND TIME to set the time). The time is displayed in a 24-hour format. The displayed time is automatically cleared once a transaction is started.

NOTE: Trying to use this feature during a transaction will result in an error tone. If this occurs, press [C] to clear the error.

7. ERROR CONDITIONS

THE ERROR ALARM SYSTEM

The error alarm system warns of an operator error (usually pressing the wrong key for a specific type of entry) or an error when setting a program option. When the error beep tone sounds, an "E" appears in the display followed by a number (1-3) and the keypad locks. An error tone will also occur if the user tries to use a cash register function that has not been programmed previously.

- Operation error: E1
- Digits over error: E2
- 0 price error: E3

To clear the "E" error, simply press the [C] Clear key.

VOIDING ERRORS

Once an entry is printed on the tape, the [C] Clear key cannot be used to correct the transaction or entry. Use the [Void] key to correct an error just registered.

1. Voiding the Entry Just Completed:

If an incorrect entry has been made AND the transaction has not yet been completed (the [Amt Tend/TOTAL] key has NOT been pressed), simply press the [Void] key to reverse the last entry BEFORE continuing with any other entries. The entry is reprinted with a "VD" symbol following the amount and reversed or subtracted from the transaction.

2. Voiding an Earlier Entry:

To void an earlier entry:

1. Complete and total the transaction, including the error.
2. Press the [Void] key.
3. Retype the incorrect information, exactly as originally entered.
4. Total the transaction.

8. THE BACK-UP BATTERY SYSTEM

During cash register operations, all transaction data for the management report is stored in the register's memory. The memory also holds all the optional program information, such as department information programmed in the register.

The memory is protected by 3 standard "AA" (1.5-Volt) batteries that should be installed before programming the register. Batteries are not included with the register. These must be purchased separately.

When properly installed, these batteries provide back-up power to the register memory if the power cord is accidentally disconnected or if a power interruption occurs. The daily transactions, locked-in grand total and all user-programmed information will be retained by the machine without (AC) power because of the memory protection feature. Average battery life protection is approximately 30 days after power interruption. To ensure proper memory protections, batteries should be replaced with new batteries after any lengthy interruption of power, once power has been restored, or once a year.

TO INSTALL OR REPLACE THE BATTERIES:

1. Be sure the cash register is plugged-in and there is power to the machine.
2. Press the REG key for a few seconds.
3. Open the printer cover.
4. Remove the paper roll from the compartment.
5. Remove the battery cover, located on the right side of the printer compartment.
6. Position the batteries as indicated, making sure that the positive and negative poles are aligned correctly.
7. Replace the battery cover by sliding down and locking into position.
8. Put the paper roll back into the compartment and close the printer cover.

NOTE: It is important that the unit is plugged in before the batteries are first installed and when replaced.

NOTE: In order to assure continuous battery back-up protection, it is important that the batteries be changed at least once every year.

8.1 PORTABLE USE

The 100CX register is portable and can be operated in remote locations, away from a power outlet, by using 4 C size batteries (not included). Examples are kiosks, craft fairs, flea markets, or in areas where power outlets are not available. The register can also be operated and powered by the included AC adapter.

With the register OFF, open the battery compartment underneath the register. Install 4 C batteries according to the imprinted diagram. The register will operate continuously for approximately 12 hours. Use the power adapter to prolong battery life.

9. LOADING PAPER

HOW TO LOAD THE PAPER

This register uses standard 2 ¼ inch (57mm) single-ply bond paper to produce a customer receipt (outside).

NOTE: It is recommended to use ROYAL brand 2 1/4" (57mm) bond paper, which will help prevent dust deposits on the printer mechanism caused by inexpensive paper rolls. Replace with standard bond quality calculator paper. ROYAL Part #013129.

To order, call the Royal Supply Center toll free at 1-888-261-4555.

1. Plug in your cash register.
2. Lift the printer cover until it is completely out.
3. Cut or tear the end of the paper roll evenly for a straight edge to permit proper feeding through the print head.
4. Place the paper roll in the paper holder so that the paper will feed out from the bottom of the roll toward the front of the register.
5. Insert the end of the paper roll into the paper slot, the printer, under the black, plastic writing table.
6. Depress the [Feed] key until the paper catches and advances through the printer.
7. If the paper does not feed through the printer, make sure the paper has a smooth, straight edge and was inserted in the proper slot.
8. Pass the tape through the receipt window of the printer cover, in front of the metal paper cutting blade.
9. Close the printer cover.

10. INSTALLING THE INK ROLL

HOW TO CHANGE THE INK ROLL

This register comes equipped with the ink roll installed at the factory. The ink roll releases special ink to the print head, which produces the print on the paper. After a period of time, depending upon the amount of use, the ink in the roll will be used up. When printout becomes faint, the ink roll needs to be replaced.

CAUTION: The ink roll is NOT designed to be re-inked. Under no circumstances should this be done or permanent damage to your cash register print head will result. Such damage WILL NOT be covered under Royal's warranty.

REPLACE YOUR INK ROLL FOLLOWING THE INSTRUCTIONS BELOW:

1. Open the printer compartment by lifting the black, plastic printer cover.
2. The ink roll is found in the front of the printer compartment, just behind the print head, and is mounted in a plastic cartridge. To remove, grasp the small clip on the left of the ink roll (where the words "PULL UP" may be printed on the ink roll cartridge) and pull up. The ink roll will easily pull up and away from the print head.
3. To replace a new ink roll, insert the ink roll according to markings "L" (Left) and "R" (Right) by pressing downward to lock it into position then close the printer cover. No tools are necessary.

For the best performance, store unopened ink roll packages in a cool, dry place until installed.

NOTE: Replace with ROYAL Ink Roll, Part #013109.

To order, call the Royal Supply Center toll free at 1-888-261-4555.

11. QUICK START

Quick Start is a brief but complete start-up program that allows you to "get started" immediately on the most basic aspects of operating your new cash register. Follow these directions precisely:

1. Read and follow the set-up instructions on pages 1-15. Reminder: It is important that the register is plugged in before the back-up batteries are installed.
2. Install memory back-up batteries, according to the instructions on the previous pages of the manual.
3. Make sure the ink roll is installed in the register (was installed at the factory); and install the cash register paper roll according to the instructions on the previous pages of the manual.
4. Perform the following Quick Start programming procedures:
 - a. Press and hold the PRG key for a few seconds.
 - b. Set the current date by typing the current month, day and year (mm/dd/yy) using the numeric keys. The month and date must each be entered as a two-digit number; for example, to set June 8, 2005, type [060805]. Finalize by pressing the [# / ST / NS] key.
 - c. Set the current time using the 24-hour clock format. For example: to set 9:15 A.M., type [0915]; to set 7:15 P.M., type [1915]. Finalize this entry by pressing the [Qty / time] key.
 - d. Set the decimal point for 2-decimal places (U.S./Canada standard): Type [1], [2] and press the [Void] key.
 - e. To set a fixed add-on Tax Rate (in the USA): Type [1] for tax rate #1, then press the [Tax Shift] key. Then type the tax rate as a 4-digit number. For example, if your tax rate is 8%, type [8000]; if your tax rate is 7.5%, type [7500]. Then press the [Amt Tend / TOTAL] key. For Canadian Tax users, please refer to the Canadian Tax section of the manual.
 - f. Please note for the next steps you will use the Department Keys, which are the keys numbered 1 through 4.
 - g. In these examples, we will program the register to accept a zero price; press [8], [1] and then press the [Void] key.
 - h. Program Department 1 as taxable items without any preset price. To do this, type the numeric keys [0] [0] [1], press [Check], type [000] and finalize by pressing the [Department 1] key. Repeat this procedure for all departments you wish to tax. Optional: If you wish to enter preset department prices, replace the [000] with the actual price you would like to program.
 - i. Program Department 2 as non-taxable items with a preset price of \$1.99. To do this, type the numeric keys [0] [0] [0], press [Check], type [199] and finalize by pressing the [Department 2] key. Repeat this procedure to all the departments you wish not to tax. Optional: If you

wish to enter preset department prices, replace the [199] with the actual price you would like.

- j. Basic programming is now complete.
5. To print Management Reports, press and hold the “X” or “Z” keys as needed, then press the [Amt Tend/TOTAL] key. Refer to the explanation starting on page 32.

Once you have mastered the Quick Start operations, if you have questions regarding Quick Start or any other aspects of the machine operation, call Royal Customer Service, toll-free, at 1-800-272-6229.

HELPFUL HINTS FOR A SUCCESSFUL START-UP

- It is not necessary to re-program the entire machine to make a single program change or correction. If you wish to make a change, such as update a state tax rate, be sure you are in the “PRG” program mode, then re-do the specific program in question. A new program entry will automatically override a previous entry. The change will also carry through-out the rest of the register programming. For example, if the tax percentage is changed for Tax Rate # 1, after entering the new tax percentage you do NOT have to re-enter or re-program all of the departments linked to Tax #1. All of the taxable departments linked to that tax rate will automatically have the correct, new tax percentage.
- Remember; you entered the program mode by pressing and holding the PRG key for a few seconds.
- Be sure to turn off the machine at the end of a business day.
- In order to assure continuous battery back-up protection, it is important that the batteries be changed at least once every year.

12. SETTING PROGRAMS

This cash register allows you to set programs customized to your individual business requirements. These programs include:

- Setting the Time and Date
- Setting a Percent Discount (-%) Rate
- Assigning a Department Tax Status and Pre-set Department prices
- Setting a Tax Rate
- Assigning a Security Code for the Program and "Z" Management Report Modes

You may set some or all of the programs, depending on your business needs. Once selected, these programs stay in the register's memory until you change them.

NOTE: Be sure the memory back-up batteries are installed before setting these programs.

12.1 SETTING PROGRAMS

All programs are set by first entering the "PRG" program mode with the key. Then the specific settings are programmed using the numeric keypad [0-9] and appropriate operation or function keys. Program selections appear in the display to verify entry and are printed on the receipt paper for your record.

In this section you will find simple step-by-step procedures for each program. Following each procedure is an example. We suggest you complete the examples to become familiar with the program then reset the programs according to your own requirements.

Entering the Program Mode:

1. Press and hold the PRG key for a few seconds.
2. Once in the program mode, you can set some or all of the programs.

Exiting the Program Mode:

After all the desired programs are set, simply press and hold the REG key for a few seconds to begin transactions or turn off pressing "off" for a few seconds if you are finished.

Clearing Errors:

If an error tone sounds, press the [C] key to clear the display. Re-enter the program step, correcting the error.

Note: While you are programming your register, you might shift to the REG mode to test a feature by running a transaction. If you do not [TOTAL] the transaction, when you return to "PRG" mode an error tone will sound. Simply return to REG and [TOTAL] the transaction by pressing the [Amt Tend/TOTAL] key and then return to the PRG mode.

12.2 SETTING THE DATE AND TIME

Set the date option to print the current date at the top of each receipt, journal record or management report.

Set the time option to print the current time at the bottom of the receipt. The time will automatically print and display in military time (24-hour format). The time prints in the following format: HH•MM. For example: 9:30. If the time is AM, the receipt will print 9-30. If the time is 9:30 PM, then the receipt will print 21-30.

There is an internal clock and the date and time change automatically as long as the back-up batteries are installed.

Setting the Date:

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Type [the 6-digit number] representing the current date. Use the format MMDDYY to enter the date. NOTE: Single digit numbers for months and days must be preceded by a zero [0].
3. Press the [#/ST/NS] key to store the date.
4. Continue with the next program or press the REG key to leave the Program mode.

Example: Set a date of March 7, 2005

Type/Press:	The Display Shows:	The Receipt Shows:
030705 + [#/ST/NS]	307.05	03-07-05

Date Format: The date will automatically print in the following format: MM-DD-YY (Month-Day-Year). For example: 03-07-05.

Setting the Time:

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Type [the current time] using the following format: HHMM. The time MUST be entered in 24-hour format (Military time)
3. Press the [Qty/Time] key to store the time.
4. Continue with the next program or press the REG key to leave the Program mode.

Example: Set the time at 3:30 PM: (with 24-hour format)

Type/Press:	The Display Shows:	The Receipt Shows:
1530 + [Qty/Time]	15 :30	15-30

12.3 PERCENT DISCOUNT (-%)

Setting this option automatically calculates the preset rate each time the [-%] key is pressed. This percentage rate can be discounted from an individual item or an entire transaction.

You can override the program rate by manually entering a different rate. (See TRANSACTION EXAMPLES FOR OPERATING THE CASH REGISTER).

Setting a Percent Discount (-%) Rate:

1. If needed, enter the program mode by pressing the "PRG" key for a few seconds.
2. Type [the numbers] representing the desired percentage rate.
3. NOTE: Up to four digits, 0-99.99, can be used. For example: to enter 10%, type 1000; to enter 6.5%, type 650.
4. Press the [-%] key to store the rate.
5. Continue with the next program or press the REG key to leave the Program mode.

Example: Set a percent discount rate of 5%:

Type/Press:	The Display Shows:	The Receipt Shows:
500	5.00	
[-%]	5.00	5.00 %-

12.4 DEPARTMENT TAX STATUS

Each department can represent a category of merchandise. For example, Department 1 can represent sales of beverages, Department 2; sandwiches, Department 3; candy, etc. Each department can be programmed as taxable or non-taxable. If desired, each department can also be programmed with a preset price, although that preset price can be overridden at any time.

The programming of the departments consists of 3 steps: selecting the Multiple/Single Item Sale status, the Tax Status and the Department Preset Price.

1. Tax Status - allows you to tax or not to tax a department key.

2. Multiple/Single Item Sales - Multiple Item Sale (Standard) allows many items to be rung up within a transaction. Single Item Sale allows only one item to be rung up in a transaction.
3. Department Preset Price (Optional) - allows you to program a price in a department key to save time when ringing up a sales entry. The price will automatically ring up each time the appropriate department key is pressed.

Note: You can have up to 4 Tax Rates in the register. These are set in the next section - Tax Rate. Use the chart below to determine how you want a department to calculate taxes. For the sake of simplicity, if your jurisdiction only uses one tax rate, then you should set that one fixed percentage rate under TAX1, for example, and then assign TAX1 to all taxable departments.

Tax Rate Chart

S2 Code		USA	CANADIAN	VAT
00	Non-Taxable	○	○	○
01	Taxable by TAX 1	○	○	○
02	Taxable by TAX 2	○	○	○
03	Taxable by TAX 3	○	○	○
04	Taxable by TAX 4	○	○	○
05	Taxable by TAX 1 and TAX 2	○	○	
06	Taxable by TAX 1 and TAX 3	○	○	
07	Taxable by TAX 1 and TAX 4	○	○	
08	Taxable by TAX 2 and TAX 3	○	○	
09	Taxable by TAX 2 and TAX 4	○	○	
10	Taxable by TAX 3 and TAX 4	○	○	
11	Taxable by TAX 1, TAX 2 and TAX 3	○	○	
12	Taxable by TAX 1, TAX 2 and TAX 4	○	○	
13	Taxable by TAX 1, TAX 3 and TAX 4	○	○	
14	Taxable by TAX 2, TAX 3 and TAX 4	○	○	
15	Taxable by TAX 1, TAX 2, TAX 3 and TAX 4	○	○	

Possible tax status indicated as "○". When it is set to 05-15, only "TX" is printed as a tax symbol

ZERO PRICE ENTRY SETTING

This procedure allows a price of zero (\$0.00) to be entered for a department or PLU price. The default setting does not accept a "0" price.

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. To allow zero price entry, type [8], then [1], followed by the [Void] key.
3. To prohibit zero price entry, type [8], then [0], followed by the [Void] key. Please note this is the default setting.

TO PROGRAM DEPARTMENTS AS TAXABLE

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Select Multiple Sale or Single Item Sale: Type [0] or [1].
 - a. 0 = Multiple Item Sales
 - b. 1 = Single Item
3. Type [2-digit #] from the Tax Rate Chart above.
4. Press the [Check] key.
5. Enter the Pre-set Price using the [number keys], be sure to include the cents (for example, for a \$3 pre-set priced item you must enter 300). If you do not wish to program a department pre-set price, enter "0".
6. Press the appropriate [DEPARTMENT] key.

Repeat these steps for each department you will be using.

Example: Program Department 1 as multiple item sales, taxable using Tax Rate 1, and with a pre-set price of \$1.99:

Example: [0] + [01] + [Check] + [199] + [Department 1]
--

TO PROGRAM DEPARTMENTS AS NON-TAXABLE

1. Enter the program mode by pressing the "PRG" key for a few seconds. If a security code has been assigned, enter the security code and press the [Charge] key. If no security code has been assigned, continue with Step #2.
2. Type [0] for a Multiple Item Sale, then type [00] for no tax. Press the [Check] key.
3. Press [0] for no pre-set price then press the [DEPARTMENT 2] key.

Example: Program Department 2 as multiple item sales, non-taxable, and with no pre-set price (a zero price):

Example: [0] + [00] + [Check] + [0] + [Department 2]
--

12.5 TAX RATE

Programming the Tax Rate

This cash register supports up to 4 Tax Tables; therefore, it allows 4 separate tax rates to be established and each of those rates can be linked to a different department. For instance, Tax1 could be 6%, Tax2 could be 8%, Tax3 could be 5.5% and Tax4 could be 2%. By establishing separate tax rates, a separate Tax rate total is printed on the management report, if you want to know taxes paid by rate.

Each tax rate can be programmed as either a fixed percent tax rate or tax table rate. The fixed rate is an add-on, fixed percentage charged on the total item. For example, a 5% tax would mean \$5.00 sales tax is charged on a taxable sale with a \$100.00 of merchandise; and the total for that sales transaction will be \$105.00.

A tax table rate is based on an approved tax table chart issued by an individual state or local municipality. If programming by a tax table rate, then please obtain a copy of the exact tax table from your state or local tax authority and then contact Royal Customer Service for more information.

The tax system can be set for one of the following international settings:

- 0 = add-on tax: USA Tax Mode (standard setting for U.S. tax)
- 1 = Canadian Tax Mode
- 2 = VAT Tax Mode (commonly used in Mexico and European Countries)

The cash register has already been set at the factory for the USA Tax Mode. If you need to change to the Canadian Tax System or to the VAT Tax System, follow the instructions in those sections.

TO PROGRAM A FIXED TAX RATE:

"PRG" mode + Tax 1 - 4 + [Tax Shift] + Tax Rate (4 Digit #) + (Amt/Tend/TOTAL)

Note: You can program 1 Tax Rate or up to 4 Tax Rates. Remember, when you determine a department's tax status, at that point, you can identify the tax rate you want for that department.

If you make a mistake between steps 2 and 4, press the Clear [C] key and start again at step 2.

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Enter (1-4), 1 through 4 being the Tax Rate identifier where that tax percentage will be stored in memory.
3. Press [Tax Shift] key.
4. Enter the Tax Percentage Rate. Up to 5 digits can be used. You MUST enter three digits after the desired decimal place. For example, to enter 5.5%, type [5500]; to enter 7%, type [7000]; to enter 10.25%, type [10250].
5. Press the [Amt Tend/TOTAL] key.

Note: If you want to set up another Tax Rate, return to step 2. Continue with the next program or press the REG key to leave the Program mode.

Example: Set a tax rate of 5.5% in Tax Rate # 1 and then 8.25% in Tax Rate # 2:

[1] + [Tax Shift] + [5500] + [Amt Tend/TOTAL] key

[2] + [Tax Shift] + [8250] + [Amt Tend/TOTAL] key

12.6 SETTING THE SECURITY CODE AND DECIMAL POINT

SECURITY CODE: For Management Report Protection

Management Reports can be printed in either in the "X" or "Z" positions on the Control Switch. When printed in the "Z" position, transaction totals are reset to zero. Assigning a security code can prevent an accidental reset of transaction totals. Once assigned, the "Z" report prints ONLY after entering the security code.

NOTE: Assign a number easily remembered. You should also keep the program receipt as a reminder. If you do forget the code, you can reset the code by repeating this programming procedure below with a new code. Then, print the report using the new code.

Assigning a Security Code:

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Type (the 4-digit number) representing the security code. (A 4-digit number must be used).
3. Press the [Charge] key to store the code.

Example: Assign a security code of "7748":

Type/Press:	The Display Shows:	The Receipt Shows
7748 + [Charge]	77.48	77.48 =C

NOTE: If you set a security code, you will not be able to print your "Z" management reports until your security code has been entered. The prompt "sec code" will appear in the display to remind you to enter the code.

Delete a Security Code:

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Type [0 0 0 0].
3. Press the [Charge] key.

Using a Security Code in the "Z" Mode:

To print a "Z" report at the end of the day when a security code has been assigned:

1. Press the "Z" key for a few seconds.
2. Type the [4-digit security code].
3. Press the [Amt Tend/TOTAL] key.
4. The "Z" report will print.

SETTING THE DECIMAL POINT

To set a 2-decimal place (standard in the U.S.):

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Type the number [1].
3. Then type [the number] of decimal places you need the register to use (see chart below).
4. Press the [Void] key.

The same procedures apply for other decimal settings as follows:

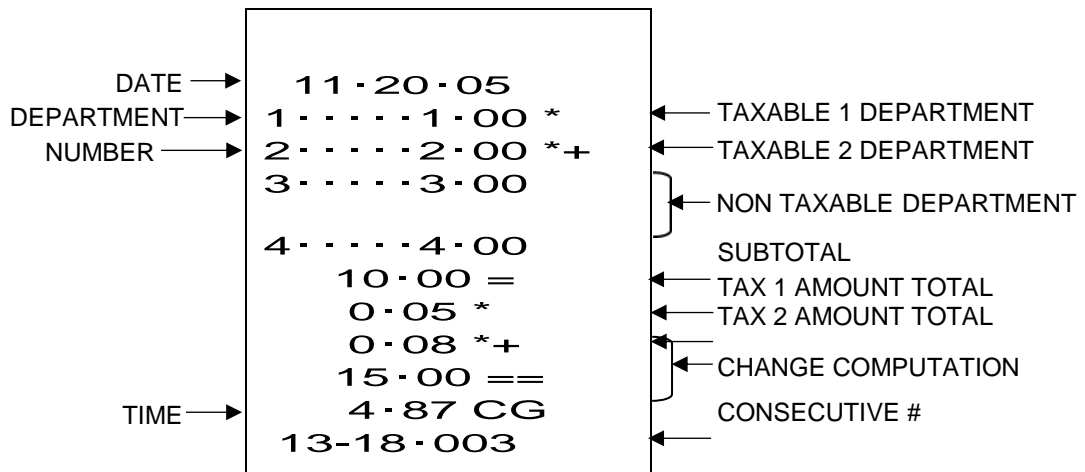
- [0]= NO decimal places = 0. (whole numbers only)
- [1]= ONE decimal place = 0.0
- [2]= TWO decimal places = 0.00 (Standard setting for U.S. & Canada)
- [3]= THREE decimal places = 0.000

13. TRANSACTION EXAMPLES

The examples in this section show how to complete different types of transactions. All operations are performed with the REG position.

SAMPLE RECEIPT

The following sample shows where the general transaction information is printed on a receipt and what program options must be set to print the appropriate options. (See SETTING PROGRAMS for specific instructions).



STANDARD TRANSACTIONS

Registering a Single Item Sale and Tendering Change

NOTE: Up to 7 digits can be used for the amount of the entry.

Example: Register a \$1.00 item in Department 1 (programmed at 5.5% fixed tax rate). Subtotal transaction and compute change for \$5.00.

1. [100] + [DEPARTMENT 1]	1	1.00	*
		1.00	=
2. [# / ST / NS]		0.06	*
		5.00	==
3. [500] + [Amt Tend / TOTAL]		3.94	CG
	15-35	010	

Registering a Sale to Multiple Items

NOTE: Up to two digits can be used for the quantity multiplied.

Example: Multiply two items times \$1.50 to Department 1.

1. [2] + [Qty/time] + [150] + [DEPARTMENT 1]		2.	X
		1.50	◇
2. [# / ST / NS]	1	3.00	*
		3.00	=
3. [Amt Tend / TOTAL]		17	*
		3.17	==
	15-36	011	

Registering a Charge Transaction

NOTE: Charge transactions are counted and registered to the charge total in the financial report.

Example: Register a \$2.50 item to Department 1 and a \$3.00 item to Department 2 as a charge transaction.

1. [250] + [DEPARTMENT 1]	03	07	05	
2. [300] + [DEPARTMENT 2]	1	2.50	*	
	2	3.00	*+	
3. [Charge]		0.14	*	
		5.64	=C	
	15-37	012		

Using Split Tendering

Example: Register a \$10.00 item and a \$15.00 item to Department 2; split the total between \$20.00 cash and \$5.00 charge.

1. [1000] + [DEPARTMENT 2]	2	10.00	*+
	2	15.00	*+
2. [1500] + [DEPARTMENT 2]		25.00	=
		20.00	==
3. [# / ST / NS]		5.00	=C
		15-38 013	

4. [2000] + [Amt Tend/TOTAL] + [Charge]

MINUS (-) KEY TRANSACTIONS

Registering a [-] Reduction:

NOTE: Up to 7 digits can be used for the amount of the reduction.

Example: Register a 10¢ reduction (coupon) on a \$2.00 item to Department 2.

1. [200] + [DEPARTMENT 2]	2	2.00	*+
		-0.10	-
		1.90	=
2. [10] + [ref/-]		1.90	==
		15-39 014	
3. [Amt Tend/TOTAL]			

PERCENT DISCOUNT (-%) TRANSACTIONS

Custom Discounting (-%) Individual Items / Overriding the Preset Discount (-%):

NOTE: Up to four digits can be used for the discount percentage (0-99.99%). You MUST enter two digits after the decimal position.

Example: Register a 10% discount to a transaction.

1. [100] + [DEPARTMENT 1]	1	1.00	*
		10.00	%
2. [1000] + [-%]		-0.10	-
		.90	=
3. [# / ST / NS]		0.05	*
		0.95	==
4. [Amt Tend/TOTAL]		15-40 015	

Using a Preset Discount (-%) On The Total Sale:

Note: The [-%] key must already be programmed with a preset discount percentage for the following example to work.

Example: Register the preset percent discount (5%) to an entire transaction.

1. [100] + [DEPARTMENT 1]	1	1.00	*
	1	2.00	*
2. [200] + [DEPARTMENT 1]		3.00	=
		5.00	%
3. [# / ST / NS]		-0.15	-
		0.16	*
4. [-%]		3.01	==
5. [Amt Tend / TOTAL]	15-41	016	

Using a Preset Discount (-%) on Individual Items:

Note: The [-%] key must already be programmed with a preset discount percentage for the following example to work.

Example: Register the preset percent discount (5%) on a \$3.00 item to Department 2.

1. [300] + [DEPARTMENT 2]	2	3.00	*+
		5.00	%
2. [-%]		-0.15	-
		2.85	==
3. [Amt Tend / TOTAL]	15-42	017	

VOIDS

Voiding the Previous Entry in the Middle of a Sale:

Example: Void a \$2.00 entry to Department 2 made in error. Then register a \$3.00 item in Department 2.

1. [200] + [DEPARTMENT 2]	2	2.00	*+
2. [Void]	2	-2.00	△
	2	3.00	*+
3. [300] + [DEPARTMENT 2]		3.00	==
4. [Amt Tend / TOTAL]	15-45	021	

NOTE: To void an earlier entry or entire transaction, complete the transaction then follow the directions for a void.

Voiding a Single Item:

Example: Void a \$1.00 item in Department 1.

1. [Void]	1	-1 00	△
		-0 06	*
2. [100] + [DEPARTMENT 1]		-1 06	==
3. [Amt tend/TOTAL]	15-45	022	

Voiding Multiple Items:

Example: Void a \$1.00 item in Department 1 and a \$2.00 item in Department 2.

1. [Void]	1	-1 00	△
2. [100] + [DEPARTMENT 1]	2	-2 00	△
3. [Void]		-0 06	*
		-3 06	==
4. [200] + [DEPARTMENT 2]	15-46	023	
5. [Amt Tend/TOTAL]			

REFUNDS

Refund a Single Item:

Example: Refund a \$1.00 item in Department 1.

1. [ref/-]	1	-1 00	*
2. (100) + [DEPT 1]		-0 06	*
		-1 06	==
3. [Amt Tend/TOTAL]	15-31	024	

Refund Multiple Items:

Example: Refund a \$1.00 item in Department 1 and a \$2.00 item in Department 2.

1. [ref/-]	1	-1.00	*
2. (100) + [DEPT 1]	2	-2.00	*+
		-0 06	*
3. [ref/-]		-3 06	==
4. (200) + [DEPT 2]	15-31	025	
5. [Amt Tend/TOTAL]			

Example: Refund 3 items at \$1.00 in Department 1.

1. [ref/-]	3	X
	1.00	◇
2. (3) + [Qty/time]	1 -3.00	*
	-0.17	*
3. (100) + [DEPT 1]	-3.17	==
4. [Amt Tend/TOTAL]	15-45 026	

TAX OVERRIDE TRANSACTIONS

Exempting Tax on an Item:

NOTE: Use this procedure to exempt an item from being taxed when registered to a taxable department.

Example: Exempt tax from Tax Rate # 1 of a \$2.00 item linked to Department 1 (preset at 5.5% fixed tax rate # 1).

1. [1] (number representing the Tax Rate to be exempted) + [Tax Shift]		
2. [200] + [DEPARTMENT 1]	1 2.00	
	1.00	*
3. [100] + [DEPARTMENT 1]	0.06	*
	3.06	==
4. [Amt Tend/TOTAL]	15-45 027	

Exempting Tax on an Entire Sale:

Example: Exempt tax on the entire sale registered to Department 1 (preset at 5.5% fixed tax rate # 1).

1. [300] + [DEPARTMENT 1]		
2. [500] + [DEPARTMENT 1]	1 3.00	*
	1 5.00	*
3. [1] + [Tax Shift]	8.00	==
4. [Amt Tend/TOTAL]	15-45 028	

Adding Tax to a Non Taxed Department:

Example: Add Tax Rate # 1, (preset at 5.5% fixed tax rate) to a \$1.00 item registered to Department 2, which is preset as a non-taxable department) and Paid for by Check.

1. [1] + [Tax Shift]	2	1.00	*
		0.06	*
2. [100] + [DEPARTMENT 2]		1.06	=X
3. [Check]	15-46	029	

OTHER TRANSACTIONS

Registering Money Received On Account:

Example: Register \$10.00 received on account.

1. [1000] + [Check/RA]		10.00	M+
	15-46	030	

Paying Money Out:

Example: Pay out \$5.00.

1. [500] + [PO]		-5.00	M-
	15-46	031	

Registering an Identification Number:

NOTE: Up to 7 digits can be used for the identification number. This entry can be made prior to or after any operation. The # identification is not added to the management report or totals and is NOT retained in the memory of the cash register.

Example: Assign the ID number "12345" to a transaction.

1. [12345] + [#ST/NS]	#	12345	
	1	1.00	*
2. [100] + [DEPARTMENT 1]		0.06	*
		1.06	==
3. [Amt Tend/TOTAL]	15-47	032	

Registering a No Sale:

NOTE: This operation simply prints a no sale receipt. This is to track if the cash drawer was opened for some reason besides a sales transaction. An activity is registered to the activity counter in the management report.

1. [#/ST/NS]

15-48 033

M

14. "X" AND "Z" SALES MANAGEMENT REPORTS

Transaction data is maintained in the memory of the cash register as long as the battery back-up system is in effect. This data can be printed as a report for management review.

The Management Report can be printed from either the "X" or the "Z" key.

"X" POSITION REPORT (Refers to a mid-day reading)

The "X" position report prints the accumulated information and **RETAINS ALL TOTALS IN MEMORY**. Use this position to print periodic readings of transaction information at any time through-out the day. (Some users call the X-report a mid-day report).

"Z" POSITION REPORT (Refers to an end-of-day or close-out reading)

The "Z" position report prints the same information as the "X" report. However, once this report is printed, **ALL TRANSACTION TOTALS ARE RESET TO ZERO** except the grand total. (Some users call the Z-report an end-of-day report).

NOTE: To prevent accidental printing of the "Z" report, set the security code as explained in the SECURITY CODE section. Once this code is set, a "Z" report will not print until the security code is entered. If a "Z" report is attempted without entering the security code, the prompt "SEC Code" will appear in the display.

PRINTING THE SALES REPORT

IMPORTANT: Once a "Z" reading is taken, it cannot be duplicated, so be sure to have plenty of paper in the register.

1. Set and press the "X" or "Z" key for a few seconds.
2. Press the [Amt Tend/TOTAL] key.

NOTE: If a security code has been assigned, be sure to enter the security code before pressing the [Amt Tend/TOTAL] key.

TO CLEAR THE GRAND TOTAL:

1. Enter the program mode by pressing the "PRG" key for a few seconds.
2. Type [2], type [0], then press [Void].

After this operation, the grand total resets to zero.

SAMPLE MANAGEMENT REPORT

Example : Security code "0000"

[Amt Tend/TOTAL]

11-20-05	← DATE
002 CM	← Z COUNTER
005	← ACTIVITY COUNTER
1- - - - 5-00 *	← DEPARTMENT SALES TOTAL
004	
4- - - - 16-00	
0-49 *	← TAX 1 TOTAL
1-96 *+	← TAX 2 TOTAL
3-51 *Δ	← TAX 3 TOTAL
6-08 *◇	← TAX 4 TOTAL
-0-30 -	← MINUS (-) TOTAL
-1-40 %-	← -% TOTAL
53-34 G=	← NET SALES TOTAL
-3-00 ΔΔ	← REFUND SALES TOTAL
-4-00 Δ	← VOID SALES TOTAL
62-04 GG	← GROSS SALES TOTAL
002	← CASH SALES COUNTER
23-00 ==	← CASH SALES TOTAL
001	← CHECK SALES COUNTER
5-00 =X	← CHECK SALES TOTAL
001	← CHARGE SALES COUNTER
25-34 =C	← CHARGE SALES TOTAL
001	← REC'D ON ACCT COUNTER
100-00 M+	← REC'D ON ACCT TOTAL
001	← PAID OUT COUNTER
-50-00 M-	← PAID OUT TOTAL
003 M	← NO SALE COUNTER
73-00 M=	← CASH-IN-DRAWER TOTAL
5-00 MX	← CHECK-IN DRAWER TOTAL
53-34	← GRAND TOTAL
13-19-026	

15. BALANCING FORMULAS

The following examples illustrate how totals are calculated for the management reports:

System Balance:

(+) DEPARTMENT 1
(+) DEPARTMENT 2
(+) DEPARTMENT 3
(+) DEPARTMENT 4
(-) MINUS TOTAL
(-) -% TOTAL

(+) TAX TOTAL (USA TAX MODE, CANADIAN TAX MODE)
(=) NET SALES

(+) NET SALES
(+) MINUS TOTAL
(+) -% TOTAL
(+) RETURN TOTAL

(+) VOID TOTAL
(=) GROSS SALES

(+) NET SALES

(+) PREVIOUS GRAND TOTAL
(=) ENDING GRAND TOTAL

Media Balance:

(+) NET SALES
(-) CHECK
(-) CHARGE
(+) RECEIVED ON ACCOUNT
(-) PAID OUT

(-) PAYMENTS OUT
(=) CASH IN DRAWER

16. TROUBLESHOOTING

In case of operational difficulty:

1. Be sure the unit is plugged into a working electrical outlet and no other electrical device is using the same power source. Another electrical motor on the same circuit could cause interference with register operations.
2. Check that the program key is set to the proper position.
3. Review the operating instructions to be sure the transactions have been performed as described in this instruction manual.
4. If you are in the "Z" mode and the error tone sounds and the prompt "SEC Code" appears in the display, this means a manager's security code was programmed. Press the [C] key to clear the error. Then enter the manager's security code, press the [Amt Tend/TOTAL] key and continue with the operation.
5. If the register still does not function, use the Full System Clear Procedure.

FULL SYSTEM CLEAR

CAUTION: The Full System Clear Procedure erases all transaction data AND all programming from the memory.

1. Press the power off key for a few seconds.
2. Remove the memory back-up batteries located in the printer compartment and unplug the register for at least 20 minutes.
3. Plug the register back in and replace the batteries.
4. Turn the register "on" to the appropriate mode and re-program the register.

If you cannot resolve your difficulty using the previous four steps, feel free to call the Royal Customer Service at 1-800-272-6229.

17. TAX SYSTEM PRESET

In addition to the USA tax mode of ADD-ON TAX which is the standard factory setting for this register, two other tax systems are available as follows:

1. **Canadian Tax System** - Special tax programming for the taxation system in Canada.
2. **VAT (Value Added Tax)** - which means that the tax amount is included in the price of the item. This tax system is most commonly used in European countries.

The tax system is set as follows:

Tax System Number

Factory Default = 0 Add-on Tax: USA Tax Mode - Standard Setting for U.S. tax
1 Canadian Tax Mode
2 VAT Tax Mode - Commonly used in European Countries

To Set the Tax System of the cash register:

"PRG" + [3] + [Tax System Number] + [Void]
1 digit #

1. Enter the Program Mode: Move to the "PRG" position.
2. Type [3], then type the setting number for the tax system desired: 0 = USA Tax; 1 = Canadian Tax; 2 = VAT Tax.

<u>Tax Status Number</u>	<u>Condition</u>
00	Non-Taxable
01	Taxable by Tax 1
02	Taxable by Tax 2
03	Taxable by Tax 3
04	Taxable by Tax 4
05	Taxable by Tax 1 and Tax 2
06	Taxable by Tax 1 and Tax 3
07	Taxable by Tax 1 and Tax 4
08	Taxable by Tax 2 and Tax 3
09	Taxable by Tax 2 and Tax 4
10	Taxable by Tax 3 and Tax 4
11	Taxable by Tax 1, Tax 2 and Tax 3
12	Taxable by Tax 1, Tax 2 and Tax 4
13	Taxable by Tax 1, Tax 3 and Tax 4
14	Taxable by Tax 2, Tax 3 and Tax 4
15	Taxable by Tax 1, Tax 2, Tax 3 and Tax 4

CANADIAN TAX - METHOD #1

GST Tax: 7%

PST Tax: 8%

GST/PST Tax: Both 7% and 8% calculated on the net amount

1. Program Tax 1 as 7%:

$[1] + [\text{Tax Shift}] + [7000] + [\text{Amt Tend}/\text{TOTAL}]$
--

2. Program Tax 2 as 8%:

$[2] + [\text{Tax Shift}] + [8000] + [\text{Amt Tend}/\text{TOTAL}]$
--

3. Link Tax 1 (7% GST) to the desired Department key:

$[001] + [\text{Check}] + 0 + [\text{DEPARTMENT KEY}]$
--

4. Link Tax 2 (8% PST) to the desired Department key:

$[002] + [\text{Check}] + 0 + [\text{DEPARTMENT KEY}]$
--

5. Link both Tax 1 (7% GST) and Tax 2 (8% PST) to the desired Department key:

$[005] + [\text{Check}] + 0 + [\text{DEPARTMENT KEY}]$
--

CANADIAN TAX - METHOD 2

GST Tax: 7%

PST Tax: 8%

GST/PST Tax: Both 7% and 8% calculated as tax on tax (piggyback calculation)

For the Canadian tax system of TAX-on-TAX:

- To Activate Tax-on-Tax: Type [5], type [1], then press the [RA] key.
- To De-Activate Tax-on-Tax: Type [5], type [0], then press the [RA] key.

1. Program Tax 1 as 7%:

[1] + [Tax Shift] + [7000] + [Amt Tend/TOTAL]

2. Program Tax 2 as 8%:

[2] + [Tax Shift] + [8000] + [Amt Tend/TOTAL]

3. Program Tax 3 as 8%:

[3] + [Tax Shift] + [8000] + [Amt Tend/TOTAL]

4. Link Tax 1 (7% GST) to the desired Department key:

[001] + [Check] + 0 + [DEPARTMENT KEY]

5. Link Tax 3 (8% PST) to the desired Department key:

[003] + [Check] + 0 + [DEPARTMENT KEY]

6. Link both Tax 1 (GST) and Tax 2 (PST) to the desired Department key:

[005] + [Check] + 0 + [DEPARTMENT KEY]

7. Program for tax on tax calculation (piggyback):

[5] + [1] + [Void]

For customer assistance in 1-800-272-6229.

ACCESSORIES ORDER FORM

Item Description	Part Number
MCD100 Cash Drawer (4-slot bill tray with removable 4 coin tray)	69177Y
Replacement 4-Slot Coin Tray	11301880
Coin Tray Slot Divider (Plastic Separator)	11301730
Duplicate Cash Drawer/Journal Lock Key Set (set of 2 keys)	10490022
MS37902 Ink Roll (2 per package)	013109
Single Ply Register Tape (3-roll package)	013129
Owner's Manual (Shipping & Handling is not required when ordering this item only)	100CXIM0517A

CALL, toll-free, 1-888-261-4555

Or Visit our web site at www.royal.com.

LIMITED WARRANTY

ROYAL ELECTRONIC CASH REGISTER LIMITED WARRANTY

Royal Consumer Information Products, Inc. ("Royal") at 1160 U.S. Highway 22 East, Suite 301, Bridgewater, NJ 08807 USA warrants that your NEW Royal Electronic Cash Register ("Product") is free of defects of workmanship and materials. If there is a defect or malfunction of this Product, Royal will repair the Product free of charge as follows:

PARTS: New or comparable rebuilt parts in exchange for defective parts for ONE YEAR from the date of purchase.

LABOR: All labor charges incurred from a Royal Authorized Service Center or the Royal National Repair Center are covered for 90 DAYS from the date of purchase. After 90 days, there will be a labor charge for repair of the Product and/or assemblies such as the keyboard, display(s), logic board, power supply and printer(s) at the Royal National Repair Center's or the Royal Authorized Service Center's then prevailing rates. The Product must be brought to a Royal Authorized Service Center nearest to your location; or the Product must be shipped postage prepaid, insured and via a traceable shipping method to a Royal Authorized Service Center or to the Royal National Repair Center. Royal will pay return postage from the Royal National Repair Center during the labor warranty period only.

This warranty does not apply to persons who purchased this Product second hand or used.

This warranty does not include the replacement of ink rolls, ribbons, paper rolls or any other consumables or supplies used in the cash register and consumed through the normal use of the Product.

This warranty does not include cleaning, adjustments, parts, or repairs required by circumstances beyond the control of Royal, including, but not limited to, fire or other casualty, accident, neglect, abuse, abnormal use, misuse or battery leakage damages. THERE ARE NO OTHER EXPRESSED WARRANTIES EXCEPT AS STATED HEREIN. AFTER THE PERIOD OF EXPRESSED WARRANTY SET FORTH HEREIN, THERE ARE NO EXPRESSED OR IMPLIED WARRANTIES AND THOSE EXCLUDED INCLUDE THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Royal shall NOT be liable for CONSEQUENTIAL DAMAGES resulting from any failure, defect, or malfunction of this Product. Some states do not allow limitations on how long an implied warranty lasts and some states do not allow the exclusion of limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

TO OBTAIN SERVICE UNDER THE TERMS OF THIS WARRANTY:

- Pack your Product in the original carton or equivalent.
- Enclose a copy of the bill of sale or other documentation showing the original purchase date.
- Enclose a card or note describing the difficulty you have had with the Product.
- Bring or ship the above Product, prepaid and insured, via a traceable shipping method to the nearest Royal Authorized Service Center location or to the Royal National Repair Center. The Royal National Repair Center and/or the Royal Authorized Service Centers cannot be held responsible for any loss or damage that occurs while in transit.

For the Authorized Service Centers within your local area, please call 1-800-261-3888 or 1-800-272-6229. Or you may call the Royal National Repair Center directly at 1-800-832-6522 for shipping instructions and additional information.

Please retain the original proof of purchase for your records to establish the date of the original purchase. Your warranty starts with the date of original purchase. This warranty gives you specific legal rights, and you may also have other rights which vary from State to State.

- This warranty is valid only on cash registers purchased, delivered and used in the United States and/or Canada.

100CX

Portable Cash Register

ROYAL Consumer Information Products Product Registration Information

100CX

Register Your Product online at:
www.royal.com

Date of Purchase: _____ Model: _____

Place of Purchase: _____

Lot / Serial Number: _____

Customer Support: 1-800-272-6229 (US & Canada)
(52) 559-138-3300 (Mexico)

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50 Hilton Street
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