

ARTIOR SAFE TECHODLOGIES


CS-7900 \& CS 7800 Series


CS-7100 \& CS-7000 Series

# Series 700D Cash Contraller User's Guide 

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"I used to think it was OK to rush through instructions, especially the long ones. Then I wondered if the guy who installed my new transmission thought the same." Anonymous

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## Store Information

Store Name: $\qquad$
Address: $\qquad$
Address: $\qquad$
City: $\qquad$ State: $\qquad$ Zip: $\qquad$
Serial Number: $\qquad$
Model Number: $\qquad$
Terminal ID Number $\qquad$
Installation Date: $\qquad$
Armored Car Company: $\qquad$

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## INTRODUCTION

The CacheSYSTEM 7000 provides quick, easy access to coins and currency without having to open the safe, so money in the change fund isn't exposed. The CS-7000's series sophisticated programming tracks up to 10,000 transactions, identifies up to 239 individual users by PIN code and recognizes up to 11 distinct levels of authority: programmer, manager, cashier, remove cash and seven other user defined authority levels. The CacheSYSTEM 7101 \& CS-7000 adds the deposit-tracking capabilities of an optional Mars bill acceptor, which accepts $\$ 1, \$ 2, \$ 5, \$ 10, \$ 20, \$ 50$, and $\$ 100$ bills in all four directions. The CS-7102 \& CS-7002 includes two acceptors. The CS-7900 \& CS-7800, add the security of the bill acceptors behind a second door requiring the use of PIN and key to gain access. All of the CS-7000 series is capable of accepting up to 11 remote bill acceptors.


Figure 1
CS-7100 SERIES EXTERIOR VIEW


Figure 2
CS-7100 SERIES
INTERIOR VIEW


Figure 3
CS-7900 SERIES
EXTERIOR VIEW


Figure 4
CS-7900 SERIES INTERIOR VIEW


Figure
FRONT VIEW CS 7002
With Mars 3900


Figure 6

## INTERIOR VIEW CS 7002

With Mars 3900


Figure 7 CS 1200 REMOTE BILL READER


Figure 8
KEYPAD \& DISPLAY

## Keypad and Display Description

## LCD Display

The LCD Display gives the user instructions, asks questions and allows the user to view their input.

## Scroll Keys

The Scroll keys allows the user to move forward or backwards through functions and various menu selections. The $\wedge$ key allows the user to scroll forward and the $V$ key allows the users to scroll backwards and make corrections.

## Ten Keypad

The Ten Keypad is used to enter data into the system.

## Answer Keys

The Answer Keys are use to answer yes or no to questions. The E / YES key is used to accept entries or answer YES to a question. The 米 / NO key is use to exit a function or answer NO to question.

## Function Key

The Function Keys allow the user access to the different features and function of the system.

## Cash Drop

The Cash Drop key allows the user to insert money through one or more of the systems bill acceptors. Page 47.

## Disp Tube

The Dispense Tube key allows the user to dispense rolled coin or bills. The user may be required insert bills. Page 48.

## Safe Drop

The Safe Drop key allows the user to enter the dollar amount of a manual safe drop being deposited through the system drop drawer. Page 52.

## Load Tube

The Load Tube key allows the user to enter the number of tubes being inserted into the system's tube magazine. Page 54.

## Doors

The Doors key allows the user access to any and all doors in the system. The Remove Cash and Cash Removal (Armored Car) functions are also accessible using this key. Page 57 and 60.

## Remotes

The Remotes key allows the user to log on and log off the system's remote bill acceptors. Page 72.

## Menu

The Menu key allows the user access to all function allowed by their user level. Page 75.

## Reports

The Reports key allows the user to print various reports. The reports the user is allowed to print is controlled by the user level. Page 80.

F1
The F1 is used to dispense a cash till. Page 74.

## F2

The F2 is not used at this time.
Page 16


Figure 9
MARS CASHFLOW
BILL BOX

## INTRODUCTION

## Reports and Receipts

The system prints various receipts and reports. Each of the receipts and reports when printed includes:

- The name of the report or type of receipt being printed.
- The user number and the users name, if programmed.
- The date and time the report or receipt is being printed.
- Systems account number and store number, if required.


## Printer

The printer is connected to the systems printer port located at the rear of the safe. The system comes with a receipt printer and cable, but any parallel printer can be connected to the system. The length of the cable connecting the printer to the safe should be limited to 25 feet.

The printer uses $21 / 4^{\prime \prime}(57 \mathrm{~mm})$ wide thermal paper and does not require a ribbon. The paper is available at most office supply stores.

NOTE: Be sure to use thermal paper. Standard paper, non thermal, is abrasive and will damage the printer.

Before the system can be used, you must identify yourself to the system. This is done by entering your PIN (Personal Identification Number).

Your PIN tells the system who you are, what privileges you are entitled to and who should be credited with any transactions performed while you are logged in.

Each PIN is linked to a user number. When you perform any transaction, your user number becomes part of the transactions record. This record is stored in the system's memory and is used to generate reports that show, who used the system, what functions were performed and any monies added to or removed from the system.

There are two different length PINs. The four-digit PIN is a user. There are 239 users, and each user is part of a privilege class. This privilege class determines what functions are allowed to be performed. The six-digit PIN is the system's programmer. There is only one system programmer. The programmer is only allowed to setup or change the system and run reports. He or she is not allowed to operate the system, i.e. open doors, add monies or remove monies.

When the system is idle, the date and time screen is displayed.

DEC - 05-04 08:35A
ENTER PIN \#

1. The user logs in by using the keypad and entering his or her PIN. When entering the first digit of the PIN, the following screen is displayed.

2. The user continues entering the PIN. When the last digit is entered, press the E key.

NOTE: If the user is entering a sixdigit PIN, pressing the E key is not necessary.
3. When the E key is pressed, the following screen is displayed.

## SELECT A FUNCTION KEY

4. The user can then select one of the function keys. This screen is displayed for only 20 seconds. If a selection is not made, the system exits to the date and time screen.
5. When the user presses a function key, the opening screen of that function is displayed. If the user presses a function key that's not allowed or available, one of two screens is displayed.

If the user's class does not permit the selected function to be used, the following screen is displayed.

## FUNCTION IS NOT

AUTHORIZED
If the user selects a function that is not available on the system because of its configuration，the following screen is displayed．

## OPTION IS NOT AVAILABLE

If the user enters an incorrect PIN three times in a row，the system will lock out． This lock out condition will last for five minutes．DURING THIS LOCK OUT PERIOD，THE SYSTEM IS UNUSABLE BY ANY USER．The lockout is also recorded in the system＇s memory as a DENY transaction．

Always log out by pressing the $⿻ 丷 木$ key until the date and time screen is displayed

The system uses a menu timeout timer．If a key is not pressed for 20 seconds，the system assumes the user has stopped using the machine．At this time the system will step back one level．This level stepping will continue until the date and time screen is displayed．

WARNING：Do not rely on the automatic timeout feature to log out．This is a security risk and some operations do not incorporate this function．

## PROGRAMMING

## Program Safe

This chapter describes and explains the steps required to setup and maintain the system. This section is only accessible using the six-digit programmer PIN.

Program safe changes are reported on the system's DETAIL REPORT and can be reprinted using the DATE TRANS REPORT section of the ARCHIVE REPORTS.
The following is a list of the programming functions covered by this chapter.

- Master PIN \#
- User Privileges
- Program User PIN
- Program Safe ID
- Dispense Delay
- Door Delays
- Set Door Lock
- Program \$/Column
- Zero Balance
- Date \& Time
- Program Hotkeys
- End Of Day Info
- Remote Readers
- Till Setup
- Bookmarks
- Bill Box Size
- Receipt On/Off
- Safe Drop Types
- Num Copies ACREP (Armored Car Report)
- Usr Shiftrep (User Shift Report)
- Dispense Timeout
- Language

To access one or all of the program safe options, log in to the system using the sixdigit PIN and press the MENU key. Use the ヘ or $\vee$ keys to scroll to the desired menu item and press the E key.

This manual includes programming instructions for all functions currently available. All of the program functions described here may not be available on all units.

## Master PIN \#

The master PIN is also referred to as the programmer PIN. The programmer PIN is a six-digit number, all other PINs are fourdigit. The default master PIN is 123456.

1. Enter the six-digit PIN and press the MENU key. Press E at the following display.

| MASTER PIN \# |  |
| :---: | :---: |
| $\mathrm{E}=\mathrm{YES} \quad \wedge=$ NEXT |  |

2. After pressing $\mathbf{E}$, the following screen is displayed.

| XXXXXX |
| :---: |
| ENTER NEW PIN |

Using the system's key pad, enter the new six-digit PIN. Each number is displayed as you enter it.
3. After you enter the sixth digit of the new PIN, the following screen is displayed.

## XXXXXX <br> RE-ENTER PIN

You must enter the new PIN a second time. The PIN entered on the first screen and the PIN entered on this screen must be the same, or the new PIN will be rejected.
4. If the new PIN is accepted, the following screen is displayed.

## NEW MASTER PIN\# ENTERED

This screen is displayed for five seconds, and then the next menu item is displayed.

Master PIN \# (cont.)
5. If you have completed all your programming, press the $*$ key until the date and time screen is displayed
6. If the new PIN is NOT accepted, the following screen is displayed.

$$
\begin{gathered}
\text { MASTER PIN \# } \\
E=Y E S \quad \Lambda=\text { NEXT }
\end{gathered}
$$

If this screen is displayed, the PIN is the same number you logged in with and HAS NOT BEEN CHANGED.

NOTE: If you wish to discontinue the master PIN changing process, press the $*$ key at any time prior to the system confirming the new master PIN. The previous master PIN will remain in effect.

We suggest that you use the 123456, PIN until familiar with the system's operations. However, change the PIN for security reasons before the safe is placed into service.

IMPORTANT: Write down the PIN and keep it in a safe place. The master PIN is required to perform all programming functions.

## User Privilege

The user privilege programming function allows the programmer to specify what functions a privilege class (security level) has access to. You must have at least one privilege class and up to ten. A privilege class can have any number of users from 1 to 239 . Each user in the privilege class has the same functions as every other user in the same privilege class.

1. Enter the six-digit PIN and press the MENU key. Use $\wedge$ to scroll to the following screen and press $\mathbf{E}$.

| USER PRIVILEGES |  |
| :---: | :---: |
| E = YES | $\wedge=$ NEXT |

The user privilege programming menu selection has five sub-menu selections.

- MODIFY CLASS Modify one or more existing classes.
- CREATE CLASS Create a new class.
- DELETE CLASS Delete one or more existing classes.
- PRINT CLASS Print a copy of the class setup list.
- PRT USER RANGES Print all the of the user classes by name and the user numbers in the class.


## Modify Class

2. Press the $\mathbf{E}$ key the to display the following screen.
```
MODIFY CLASS
    123.......
```

3 To select the group you wish to modify, press the number that corresponds with the group you wish to modify. The first screen you will see is the user class name. In the following example we will modify user privilege class 1.

\[

\]

4. If this is the class you want to modify, press the $\mathbf{E}$ key. If it is not, press the * key.

## PROGRAMMING

User Privilege Modify Class (cont.)
5. Press the E key to display the following screen.

> 1: MANAGER
> ENTER NAME E=YES

If the class name is correct press, $\mathbf{E}$. If the name is not correct, you can change it using the following procedure.

## Alpha Programming

Alpha programming is done using the letters on each key of the ten-key pad. The following is a list of the keys and character associated with it.

| Key \# | Characters |
| :--- | :---: |
| 1) | ABC1 |
| 2) | DEF2 |
| 3) | GHI3 |
| 4) | JKL4 |
| 5) | MNO5 |
| 6) | PQR6 |
| 7) | ST7 |
| 8) | UV8 |
| 9) | WX9 |
| 0 | YZ0 |

To enter a character, press the number key associated with the character you want. Press the key until the desired character is displayed and press the $\boldsymbol{\wedge}$ key. After the last character associated with the key is displayed, pressing the key again will display the first character on the key. If you wish to enter a space press the $\boldsymbol{\wedge}$ key without a character selected. If you make a mistake, press the $V$ key to go back and erase any character that have been entered.

If you were program the name CAT1, you would press the following keys 1 -1-1="C," $1=$ "A," $7-7=" T "$ and 1-1-1$1=" 1$. ." After the last letter has been displayed, press the $\boldsymbol{\wedge}$ key one more time to enter the letter into memory. If you fail to do this, the last letter selected will not be displayed or printed when required.
6. When the class name is correct, press $\mathbf{E}$ to accept the name. After the $\mathbf{E}$ key is pressed, you will be asked a series of questions. Refer to (Table 1) for the definitions and usage of each parameter. Figure 10 is a sample of a typical manager privilege class programming.
7. After making all your changes to the user class, press E to accept the changes. If you decide not to make the changes, press the $*$ key to cancel and return the class parameters as they were before you made any changes.

| PRIVILEGE CLASS 1 | MANAGER |
| :--- | :--- |
| MIN USER | $=001$ |
| MAX USER | $=015$ |
| CASH DROP | $=1$ |
| DISPENSE | $=1$ |
| SAFE DROP | $=1$ |
| CASH EXCHANGE | $=0$ |
| SAFE EXCHANGE | $=0$ |
| DISP TILL | $=0$ |
| LOAD SAFE | $=1$ |
| OPEN DOOR | $=1$ |
| REMOVE CASH | $=1$ |
| PROGRAM USER | $=1$ |
| DISABLE USERS | $=1$ |
| HOT KEYS | $=0$ |
| USER REPORT | $=0$ |
| SHIFT REPORTS | $=1$ |
| CLR REPORTS | $=0$ |
| MODEM |  |

Figure 10
Typical Manager
Privilege Class Programming

User Privilege (cont.)

| OPTION | DESCRIPTION | NOTES/REMARKS |
| :---: | :---: | :---: |
| MIN USER | Must be a three-digit number not included in any other user privilege class. This number must be at least one number lower than the MAX USER number. |  |
| MAX USER | Must be a three-digit number not included in any other user privilege class. This number must be at least one number higher than the MIN USER number. |  |
| CASH DROP | 1 = CASH DROP accessible from the CASH DROP key or included in the MENU group. This menu selection activates the bill reader. | * Must be set to 1 before CASH EXCHANGE will be activated. <br> * Bookmark active only when CASH DROP set to 1 . |
| DISPENSE | 1 = DISPENSE accessible from the DISP TUBE key or included in the MENU group. This menu selection allows the dispensing of rolled coin or currency from the systems dispensing mechanism. Options can be set that allow user to dispense freely or require them to insert money into the system's bill acceptors, or an entry in SAFE DROP before they can dispense. | * DISPENSE will go to 0 if CASH EXCHANGE or SAFE EXCHANGE is set to 1 . <br> * If either exchange is set to 1 , then only exchange can be done for cash and safe drop. |
| SAFE DROP | 1 = SAFE DROP accessible from the SAFE DROP key or included in the MENU group. This menu selection allows the user to enter a dollar amount into one of the system's safe drop categories. | * Must be set to 1 before SAFE EXCHANGE will be activated. |
| CASH EXCHANGE | 1 = CASH EXCHANGE accessible from the DISP TUBE key or included in the MENU group. This menu selection allows the user to dispense only up to the amount inserted in the bill acceptors. | * CASH DROP must be set to 1. <br> * If set to 1 DISPENSE will go to 0 . |
| SAFE EXCHANGE | 1 = SAFE EXCHANGE included in the MENU group. This menu selection allows the user to dispense only up to the amount entered in safe drop. SAFE EXCHANGE is not available in HOT KEY mode. | * SAFE DROP must be set to 1. <br> * If set to 1 DISPENSE will go to 0 . |
| DISP TILL | 1 = DISP TILL included in the MENU group. This menu selection allows the user to dispense a cash till. The cash till is defined by the system's programmer. The DISP TILL menu selection overrides any time delays and requirements to insert money before dispensing. |  |
| LOAD SAFE | 1 = LOAD SAFE accessible from the LOAD SAFE key or included in the MENU group. This menu selection allows the user to enter the number of money tubes being loaded in to the systems memory. | REMOVE CASH must be set to 1 . |

Table 1a
User Privilege Class Programming Options

## PROGRAMMING

User Privilege (cont.)

| OPTION | DESCRIPTION | NOTES/REMARKS |
| :--- | :--- | :--- |
| OPEN DOOR | 1 = OPEN DOOR accessible from the DOORS key or <br> included as an option under the MENU group. This <br> option allows the user to open all doors in the system. |  |
| REMOVE CASH | 1 = REMOVE CASH accessible from the DOORS key <br> or included as an option under the OPEN TUBE <br> VAULT in the MENU group. This menu causes the <br> dollar amount stored in the bill box behind the door to <br> be recorded and then cleared from memory. | User 239 is default user <br> for this option but it can be <br> turned on for any user <br> privilege class. |
| PROGRAM USER | 1 = PROGRAM USER PIN included in the MENU <br> group. This menu selection allows the user to add or <br> delete all levels of user PINs except the six-digit PIN. |  |
| DISABLE USERS | 1 = DISABLE USER included in the MENU group. <br> This menu selection will allow the user to prevent any <br> user privilege class, that has DISABLE USER set to 0 <br> from logging into the system. | With this enabled the <br> Remove cash pin, user <br> 239 can also be disabled. |
| HOT KEYS | 1 = HOT KEY included in the MENU group. This <br> menu selection allows the user to enable or disable a <br> HOT KEY. The options available for hot key use are <br> selected in SAFE PROGRAMMMING. |  |
| USER REPORT | 1 = USER REPORTS included in the REPORTS <br> menu group. | Select only one of the <br> three report types. If more <br> than one is selected, the |
| last one selected will be- |  |  |
| come active. |  |  |$|$| Access to CHANGE PAPER and the USER REPORT |
| :--- |
| for the currently logged user. The USER REPORT |
| when selected, will run automatically. |

Table 1b
User Privilege Class Programming Options

## PROGRAMMING

## User Privilege Modify Class（cont．）

8．After modifying an existing user class， press the 米 key to return to the date and time screen．

## Create Class

1．Enter the six－digit PIN and press the MENU key．Use the $\wedge$ to scroll to the following screen and press $\mathbf{E}$ ．

$$
\begin{aligned}
& \text { USER PRIVILEGES } \\
& E=\text { YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

2．Use the $\wedge$ to scroll to the following screen．

## CREATE CLASS

．．． 4567890

3．Select an available class by pressing the number of the class you want to create．A period（．）represents a user class already in use．

4．The first screen you will see is the user class name screen．Use the al－ pha programming instructions on page 17 to enter the class name．When the name has been entered，press the $\mathbf{E}$ key．

| $1:$ |
| :--- |
| ENTER NAME |

5．After you press the E key you will be asked a series of questions．Refer to （Table 1）for the definitions and use of each parameter．Figure 10 is a sample of a typical manager privilege class programming．

6．After making all your changes to the user class press，the E key to accept the changes．If you decide not to make the changes，press the $*$ key to cancel the user class creation

7．After creating the user class，press the米 key to return to the date and time screen．

## Delete Class

1．Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ to scroll to the following screen and press $\mathbf{E}$ ．

$$
\begin{aligned}
& \text { USER PRIVILEGES } \\
& E=Y E S \quad \wedge=\text { NEXT }
\end{aligned}
$$

2．Use the $\wedge$ to scroll to the following screen．


3．Select the class you want to delete by pressing its class number．

4．After entering the class number，the class name will be displayed．If this is the name of the class you want to de－ lete，press $\mathbf{E}$（YES）．If this is not the class，press 米（NO）and you will be allowed to select another class．

5．After pressing the E key，you will be asked to confirm you decision．

6 After deleting the user class，press the ＊key to return to the date and time screen．

User Privilege (cont.)

## Print Class

1. Enter the six-digit PIN and press the MENU key. Use the $\wedge$ to scroll to the following screen and press $\mathbf{E}$.

| USER PRIVILEGES |  |
| :---: | :---: |
| $\mathrm{E}=\mathrm{YES}$ | $\wedge=$ NEXT |

2. Use the $\wedge$ to scroll to the following screen.

| PRINT CLASS |
| :---: |
| $123 \ldots . .$. |

3. Select the class you want to print by pressing its class number.
4. The user privilege class setup will print on the system's printer. Figure 6 is a typical user privilege class setup printout.
5. After the class has been printed, you can select another class to print or press the 米 key to exit to the date and time screen

## Prt User Ranges

1. Enter the six-digit PIN and press the MENU key. Use the $\boldsymbol{\wedge}$ to scroll to the following screen and press E.

$$
\begin{aligned}
& \text { USER PRIVILEGES } \\
& E=\text { YES } \quad \Lambda=\text { NEXT }
\end{aligned}
$$

2. Use the $\wedge$ to scroll to the following screen.

$$
\begin{aligned}
& \text { PRT USER RANGES } \\
& E=Y E S \quad \Lambda=\text { NEXT }
\end{aligned}
$$

3. Press the $\mathbf{E}$ key to print the user ranges. Figure 11 is a typical user range report.
4. Press the 米 key to return to the date and time screen.

| USER RANGES |  |  |
| :--- | ---: | :--- |
|  |  |  |
| CLASS \# NAME |  |  |
|  | MIN | MAX |
| 1: MANAGER | $1-\gg$ | 15 |
| 2. CLERK | $16->$ | 239 |
| 3. REMOVE CASH $239->239$ |  |  |

Figure 11
User Ranges Report

## User Privilege Programming Rules

- Before you can create a new user privilege class, you must first modify the user numbers in an existing class. A user can exist only in one class. If you attempt to enter a user into more than one class, an error message will be displayed when you press the $\mathbf{E}$ key to accept the changes.
- The $\mathbf{E}$ key is used to ACCEPT any changes made to the new or existing user privilege class.
- The $\wedge$ key will move you to the next menu selection screen. When the $\boldsymbol{\wedge}$ key is pressed on the last menu selection screen the class name will be displayed. Press the E key to display the first menu screen again.
- Certain menu selections are mutually exclusive of each other. Only one item of the group can be selected at a time. These groups are noted and grouped together.


## PROGRAMMING

User Privilege (cont.)

| PRIVILEGE CLASS NUMBER |  |
| :--- | :--- |
| CLASS NAME |  |
| MIN USER |  |
| MAX USER |  |
| CASH DROP |  |
| DISPENSE |  |
| SAFE DROP |  |
| CASH EXCHANGE |  |
| SAFE EXCHANGE |  |
| DISP TILL |  |
| LOAD SAFE |  |
| OPEN DOORS |  |
| REMOVE CASH |  |
| PROGRAM USER |  |
| DISABLE USERS |  |
| HOT KEYS |  |
| USER REPORT |  |
| SHIFT REPORTS |  |
| CLR REPORTS |  |
| MODEM |  |

Table 2
User Privilege Setup Sheet
Above is a sample of the User Privilege Setup Sheet. We suggested that you create a setup sheet and save it for reference if reprogramming becomes necessary in the future. Copies of these setup sheets are located in appendix B, at the rear of this manual.

## Add User PIN

A three-digit user number between 001 and 239 identifies each user. Users 001 through 015 are typically managers. Users 016 through 239 are typically clerks or sales associates. Typically only the programmer and managers can add or delete users. This function also allows you to program a user name. This name can be alpha numeric and up to 16 characters in length. For convenience, blank User Number Worksheets are located in appendix B, at the rear of this manual. A copy of this worksheet should be kept in a secure location and saved for reference if reprogramming becomes necessary in the future.

1. Enter the six-digit PIN and press the MENU key. Use the $\wedge$ to scroll to the following screen and press $\mathbf{E}$.

$$
\begin{aligned}
& \text { PROGRAM USER PIN } \\
& E=\text { YES }
\end{aligned} \begin{aligned}
& \Lambda=\text { NEXT }
\end{aligned}
$$

2. When the E key is pressed the, following screen is displayed.

| USER XXX |
| :---: |
| 米 = END |

3. Enter a three-digit user number. If the user number is between one and nine you would enter a two leading zero to fill the field. If you were going to enter user five you would enter 005.

When you enter the last digit one of two screens will be displayed.

## TO ADDING A USER

a. If the user number you entered is not currently being used the following screen will be displayed.

## Add User PIN Adding a User（cont．）

| NEW USER？ |
| :---: |
| E＝ADD $\quad$ 米＝CANCEL |

b．If you are adding a new user press the E key and the following screen will be displayed．


NOTE：If you press the 米 key the previous screen will be displayed．
c．Using the system＇s key pad enter， the users four－digit PIN．If you enter less than four－digits and press $E$ the following screen will be displayed

## 4 DIGITS ONLY PLEASE RETRY

When you enter the last digit of the PIN the following screen will be displayed．

d．Using the systems key pad and the procedure on page 17 enter the user＇s name．Press the E key after you have entered the name and the following screen will be displayed．

NOTE：The entry of a name is not mandatory．If the entry of a name is not required，press the E key or the 米 key and the next menu screen will be displayed．

## USER XXX ADDED $\wedge=$ NEXT 米＝END

NOTE：$X X X$ is the user number you just added．
e．Pressing the $⿻ 丷 木$ key will end the PROGRAM USE PIN function and display the next menu selection． Pressing the $\boldsymbol{\wedge}$ key will display the following screen．

| USER XXX |
| :--- |
| 娄＝END |

Continue at step two above．

## TO DELETE OR EDITING A USER

a．If the user number entered is currently is use，the following screen will be displayed

| USER EXISTS |
| :---: |
| E＝EDIT |$\rangle=$ DELETE

Pressing the $<>$ key will delete the user and display the following screen．

> USR \#XXX DELETED$\wedge=$ NEXT 米= END

NOTE：$X X X$ is the user number you just deleted．
Pressing the 米 key will end the PROGRAM USE PIN function and display the next menu selection．

Pressing the $\boldsymbol{\wedge}$ key will display the following screen．

## USER XXX ENTER 2 DIGITS

Continue at step two above．
If you are going to edit the user information press the $\mathbf{E}$ key．

## PROGRAMMING

## Add User PIN Editing a User（cont．）

b．When you press the E key the fol－ lowing screen will be displayed．

c．Using the systems key pad enter， the user＇s new or existing four－ digit PIN．If you enter less than four－digits and press E the follow－ ing screen will be displayed．

> | 4 DIGITS ONLY |
| :--- |
| PLEASE RETRY |

When you enter the last digit of the PIN the following screen will be displayed．

## ENTER NAME E＝YES

d．Using the key pad and the proce－ dure on page 23，enter the users name．Press the E key after you have entered the name and the following screen will be displayed．
NOTE：The entry of a name is not mandatory．If the entry of a name is not required press the E key or the 米 key and the next menu screen will be displayed．
e．
USER $X X X$ ADDED
ヘ＝NEXT
米＝END

NOTE：$X X X$ is the user number you just added．
f．Pressing the 米 key will end the PROGRAM USE PIN function and display the next menu selection． Pressing the $\wedge$ key will display the following screen．

| USER XXX <br> 米＝END |
| :--- |

Continue at step two above．
4．After you have completed all your changes，press the 米key until the next menu selection is displayed．To exit the programming function continue pressing the $*$ until the date and time is displayed．

A USER NAME REPORT，listing all active users including their user number and name，can be printed．See the Report section of this manual for instructions．

## PROGRAMMING

## Program Safe ID

This option is used to enter the safe's fourdigit ID number, and the store's eight-digit account number. Depending on the system settings, the eight-digit number may not be required and will not need to be programmed.

1. Enter the six-digit PIN and press the MENU key. Use the $\wedge$ to scroll to the following screen and press $E$.

> PROGRAM SAFE ID
> $E=Y E S \quad \wedge=$ NEXT
2. When the E key is pressed, the following screen is displayed.

## XXXX <br> ENTER UNIT \#

3. Enter the unit's four-digit ID number. The numbers are displayed as you enter them. When the last number is entered, the following screen is displayed.

| XXXXXXXX |
| :---: |
| ENTER ACCOUNT \# |

4. Enter the unit's eight-digit account number. The numbers are displayed as you enter them. When the last number is entered, the following screen is displayed for five seconds.
```
NEW SAFE ID\# PROGRAMMED
```

5. The next menu selection is displayed. Press the 米 key to exit to the date and time screen.

## Dispense Delay

The dispense delay is the amount of time that a column will be delayed between dispenses (up to 99 minutes). Each column is in a group and each group has a delay time assigned to it. When a tube is dispensed from a group, the time delay will start for that group. Until the time delay for the group expires, dispensing from any columns in the group is not allowed. The factory default is one column in each of ten groups. The default time delay is one minute. The DISPENSE DELAY has the following submenu selections.

- MODIFY GROUP Modify one or more of the existing delay groups.
- CREATE GROUP Create a delay group by defining what columns are in the group and the delay time.
- DELETE GROUP Delete an existing delay group.
- PRINT DELAY GROUPS Print a list of the active delay groups. This list shows each group by number. Below each group number, the columns that are in the group and the group's time delay are also printed. A list of any inactive columns is also printed.


## Modify Group

1. Enter the six-digit PIN and press the MENU key. Use the $\wedge$ to scroll to the following screen and press E.

> DISPENSE DELAY E = YES $\quad \wedge=$ NEXT

Dispense Delay Modify Group (cont.)
2. When the $\mathbf{E}$ key is pressed, the following screen is displayed. Using the $\wedge$ key, scroll to the function you want. The first selection is MODIFY GROUP.

> | MODIFY GROUP |
| :---: |
| $123 \ldots \ldots$ |

3. Press the number of the group you want to modify and the following screen is displayed.

$$
\begin{array}{|l|}
\hline ヘ=\text { YES vvv v } \\
\text { 米 }=\text { NO } 12345.7 \ldots \\
\hline
\end{array}
$$

4. A " $v$ " above the number means it is part of this group. Without a "v" means the column is available. Using the keypad, enter the number of the column you want to add or delete, and the " $v$ " will toggle on and off.
5. This example shows the results of adding columns 4 and 7 to the group and deleting column 5 from the group.
6. When you are finished adding and deleted columns press the $\boldsymbol{\wedge}$ key to display the groups delay time screen.
```
GROUP DELAY 01 MINUTES
```

7. Enter the new delay time in minutes. The delay period can be any time between 00 and 99 minutes in one minute increments.
8. When you are finished making changes, press E key to accept the changes. If you don't want to make the changes, press the $*$ to return to the MODIFY GROUP display without making any changes.
9. When the next menu selection is displayed, press the $*$ key to exit to the date and time screen.

## Create Group

1 Enter the six-digit PIN and press the MENU key. Use the $\boldsymbol{\wedge}$ to scroll to the following screen and press $\mathbf{E}$.

\[

\]

2. When the $\mathbf{E}$ key is pressed, the MODIFY GROUP screen, is displayed. Using the $\wedge$ key, scroll to CREATE GROUP.

## CREATE GROUP

.... 567890
3. This display shows group numbers that are available. At the CREATE GROUP screen, press the number of the delay groups you wish to create. When the number is pressed, the following is displayed.

$$
\begin{aligned}
& \wedge=\text { YES } \\
& \text { * }=\text { NO } \ldots . . . .90
\end{aligned}
$$

4. Using the system's keypad, enter the number of the column you want in the new group. When you press the number, a " v " will be displayed above the selected column.

NOTE: A group must contain at least one column. If you attempt to create a group without a column, you will get an error message.

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## PROGRAMMING

Dispense Delay Create Group（cont．）
4．Using the system＇s keypad，enter the number of the column you want in the new group．When you press the number，a＂ v ＂will be displayed above the selected column．

NOTE：A group must contain at least one column．If you attempt to create a group without a column，you will get an error message．

5．When you have selected all the columns you want，press the $\boldsymbol{\wedge}$ key to display the group＇s delay time screen．

## GROUP DELAY 01 MINUTES

6．Enter the delay time in minutes．The delay period can be any time between 00 and 99 minutes in one minute increments．

7．When you are finished，press the $\mathbf{E}$ key to accept the changes．If you don＇t want to make the changes，press the 米 to return to the CREATE GROUP display．

8．When the next menu selection is dis－ played，press the 娄 key to exit to the date and time screen．

## Delete Group

1 Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ to scroll to the following screen and press $\mathbf{E}$ ．
DISPENSE DELAY
$\mathrm{E}=\mathrm{YES} \quad \wedge=\mathrm{NEXT}$

2．When the $\mathbf{E}$ key is pressed，the
MODIFY GROUP screen is displayed． Use the $\boldsymbol{\wedge}$ key to scroll to DELETE GROUP．

```
DELETE GROUP
    1234......
```

3．This display shows the numbers of the current delay groups．At the DELETE GROUP screen，press the number of the delay group you wish to delete．

4．When you press the group number， the following screen will be displayed．


Note： XX is the group number being deleted．

5．When you press the E key，the following screen will be displayed．

ARE YOU SURE？

$$
\mathrm{E}=\mathrm{YES} \quad *=\mathrm{NO}
$$

6．Pressing the $\mathbf{E}$ key will delete the group and return you to the DELETE GROUP screen．

7．If you press the 米 key（NO）at any of the above screens，the group will not be deleted and you will return to the DELETE GROUP screen．

8．When the next menu selection is displayed，press the 米 key to exit to the date and time screen．

## Prt Delay Groups

1 Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ to scroll to the following screen and press $\mathbf{E}$ ．


## PROGRAMMING

## Dispense Delay Prt Delay Groups (cont.)

2. When the E key is pressed, the MODIFY GROUP screen is displayed. Use the $\wedge$ key to scroll to PRT DELAY GROUP.

## PRT DELAY GROUPS E=YES $\quad \wedge=$ NEXT

3. At this screen if you press the $\mathbf{E}$ key the Group Delay Report, Figure 12, will be printed. If the you press the $\wedge$ key, the MODIFY GROUP menu selection will be displayed.
4. Pres the 㫧 key on any menu selection screen to exit to the date and time screen.


Figure 12
Group Delay Report

## Open Doors

The time between selecting the safe door to open and the time the safe allows the user to open the door is called the "Door Delay." The time period the door can be opened is called the "Open Window." This menu selection allows you to change both the door delay time and the open window.

1. Enter the six-digit PIN and press the MENU key. Use the $\wedge$ to scroll to the following screen and press $\mathbf{E}$.

| DOOR DELAYS |  |
| :---: | :---: |
| $E=Y E S$ | $\wedge=$ NEXT |

2. After pressing the E key, the current vault delay is displayed.
```
VAULT DELAY 01
^= NEXT * * END
```

3. To change the vault delay, enter the desired vault time delay in minutes (01-99) using two digits (i.e. 05 for five minutes).
4. NOTE: If the safe has more than one door, each door's delay time will be displayed, and you will be allowed to change the delay time using the procedure in step three above.
5. After entering the two-digit time delay the open window delay time is displayed.

$$
\begin{aligned}
& \text { OPEN WINDOW } 05 \\
& \wedge=\text { NEXT } \quad \text { 米= END }
\end{aligned}
$$

This is the length of time the safe will allow the user to enter the PIN after the time delay is complete.

## Open Doors (cont.)

6. Enter the desired open window time period in minutes (01-99) using two digits (i.e. 08 for eight minutes).

NOTE: The open window will not accept 00 for the time period. All safe doors share the same open window time.
7. After the two digits are entered for the open window, the safe will automatically complete this function and move to the next available programming option.
8. When the next menu selection is displayed, press the 米 key to exit to the date and time screen.

## Set Door Lock

This function allows the programmer to set a time period during a 24 -hour period where door access is not possible. Remove Cash (with key) override, however, is allowed.

1. Enter the six-digit PINMand press the MENU key. Use the to scroll to the follqwing screen and pross E.

SET DOOR LOCK
E = YES $\quad$ N = NEXT
2. After pressing the E key, the DOOR LOCK REGIN crronn ic dienlayed. DOOR LOCK BEGIN 12:01A +E
3. Enter the beginning time the safe will be non-assessable. Select AM or PM by using the $\boldsymbol{\wedge}$ key and press the $\mathbf{E}$ key.
4. After the $\mathbf{E}$ key is pressed, the DOOR LOCK END screen is displayed.

DOOR LOCK END
06:30A +E
5. Enter the ending time the safe will again be assessable. Select AM or PM by using the $\wedge$ key and press the E key.
6. When the next menu selection is displayed, press the 米 key to exit to the date and time screen.

## Program \$/Column

This function sets the money value for the tube in each dispensing column. EACH DISPENSING COLUMN, BEING USED, MUST BE ASSIGNED A VALUE. THE AMOUNT ASSIGNED IS THE TOTAL VALUE OF A TUBE IN THAT COLUMN, NOT THE DENOMINATION THE TUBE CONTAINS OR THE TOTAL AMOUNT OF ALL TUBES IN THE COLUMN.

1. Enter the six-digit PIN and press the MENU key. Use the $\boldsymbol{\wedge}$ to scroll to the following screen and press $\mathbf{E}$.

PROGRAM \$/COLUMN

$$
E=Y E S \quad \wedge=N E X T
$$

2. After pressing the E key, the current column 01 tube value is displayed.


## PROGRAMMING

## Program \＄／Column（cont．）

3．Using the keypad，enter the dollar amount contained in a single tube for column 01．Press the E key to enter the change．

4．Press the $\wedge$ key to continue program－ ming the other column values or press the 米 key to exit．

5．When the next menu selection is dis－ played，press the 米 key to exit to the date and time screen．

NOTE：Any column can be assigned any value from $\$ 0.00$ to $\$ 9999.99$ ．
Be sure to enter the dollar amount in one tube，not in the entire column．
NOTE：you must press the E or $\boldsymbol{\wedge}$ key to enter the tube value．IF YOU PRESS THE 米 KEY BEFORE YOU PRESS E OR THE $\wedge$ KEY，THE tUBE VALUE WILL NOT BE ENTERED．

## Zero Balance

The zero balance option sets all column balances and door add totals to $\$ 0.00$ ． This function will not affect the bill count or the dispensed total．After the column bal－ ances and door add totals are set to $\$ 0.00$ ， the tube counts must reload using the LOAD TUBE function and the door add balance by using the DOOR ADD function．

1．Enter the six－digit PIN and press the MENU key．Use the $\wedge$ to scroll to the following screen and press E ．

| ZERO BALANCE |  |
| :---: | :---: |
| $E=Y E S \quad \Lambda=N E X T$ |  |

2．After pressing the $\mathbf{E}$ key，the following is displayed and the tube vault bal－ ance is now zero．

SAFE BALANCE IS
NOW \＄0000．00

3．When the next menu selection is dis－ played，press the 米 key to exit to the date and time screen．

## Modem Info

This option，if installed，allows you to set all the options required to control the mo－ dem and file transfer system．Program－ ming Instructions for this feature is cov－ ered in the Modem Supplement Manual．If this feature is installed on your system and you do not have a copy of the supplement， contact Armor Safe Technologies cus－ tomer service or your sales representative．

## Date \＆Time

The date and time function is used for the door time lock，user transaction time， stamps，validated reports，and receipts． Remember to change the time when Day－ light Savings Time begins and ends，so the receipts and reports have the correct time．
1．Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ key to scroll to the following screen and press $\mathbf{E}$ ．

> DATE \& TIME
> $E=Y E S \quad \wedge=$ NEXT

2 When the E key is pressed，the date and time screen is displayed．

| NOV－22－00 07：31P |
| :---: |
| $\Lambda=$ MONTH $\quad E=$ NEXT |

3．Press the $\boldsymbol{\wedge}$ key or the $\vee$ key to select the month and press the $\mathbf{E}$ key．

4．Enter the date，year，hour，and min－ utes．Press the $\wedge$ key to select $A$ for AM or P for PM ．

## Date \＆Time（cont．）

NOTE：You need to change only the settings that are incorrect．Use the $\boldsymbol{\wedge}$ key and the $\vee$ key to scroll to the value you wish to change．

5 Press the $\mathbf{E}$ key when the date and time have been entered．

6．When the next menu selection is dis－ played，press the 米 key to exit to the date and time screen．

## Program Hotkeys

The hotkey function allows the user to ac－ cess quickly one of the following functions for the date and time screen．The hotkey functions can be set to one of the following．
－INSERT BILLS Allows the user to de－ posit bills into one or more of the bill ac－ ceptors．
－CASH EXCHANGE Allows users to dis－ pense tubes after they have deposited bills into one or more of the bill accep－ tors．The user will be allowed to dis－ pense tubes equal to or less than the dollar amount deposited．
－SAFE EXCHANGE Allows the user to record deposits made through the de－ posit drawer．

1．Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ key to scroll to the following screen and press $\mathbf{E}$ ．

> PROGRAM HOTKEYS E＝YES $\wedge=$ NEXT

2．When the $\mathbf{E}$ key is pressed，you will be asked if you want to use hotkeys．

$$
\begin{gathered}
\text { ALLOW HOTKEY USE } \\
\mathrm{E}=\mathrm{YES} \text { 米 = NO } \\
\hline
\end{gathered}
$$

If you press the 米 key，you will exit to the next menu selection．Answering no the this question will prevent any user from enabling a hotkey．

3．When the $\mathbf{E}$ key is pressed，the follow－ ing screen is displayed．

> | $\mathrm{E}=\mathrm{CASH}$ DROP |
| :--- |
| $\wedge$ |

－Press the $\wedge$ key to allow the user to deposit bills and dispense up to the dollar amount deposited．
－Press the E key to allow the user to deposit bills only and not dispense．
－Press the 米 key if you made a mis－ take and want to disable the hotkey function．Pressing this key will exit the function．

4．After pressing the $\boldsymbol{\wedge}$ key or the $\mathbf{E}$ key， the following screen is displayed．

| SAFE DROP |
| :---: |
| $E=$ YES $\wedge=$ NO |

－Press the $\mathbf{E}$ key to allow the user to deposit through the deposit drawer．
－Press the $\boldsymbol{\wedge}$ key to deny the privi－ lege．

5．When you press either key，the next menu selection is displayed．Press the 当 key to exit to the date and time screen．

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## PROGRAMMING

## End Of Day Info

This option allows you to set when and how the system's end of day will be run. This option allows you to set the following:

- End of day time, this is the time the END DAY REPORT will become available. This report is the closing function for the business day. The business day is not closed until END DAY REPORT is actually run
- Shift At EOD ON/OFF, this menu selection links the system's shift reports to the end day report. When this feature is activated, the end day report will end the currently active shift, print the closed shift's report and print the end day report. The end day report will reprint all the shift reports contained in the day's totals. A total of all the shifts will be printed at the end of the report. When the report has finished printing a new shift is started. The new shift will be shift number one. Each time a shift report is printed the next sequential number will be used. This will continue until the end day report is printed.
- Auto End Day XXXX, this menu selection allows you to configure how the system will handle the end of day closing. You are given three choices.

1. FULL; When the end of day time occurs, the system will function as programmed.
2. BASIC; when the end of day time occurs, the system will display a message on the screen only, indicating the report is ready to run.
3. OFF; the system will give no indication that the system is ready to run the end of day report.

- Prt EOD Reps ON/OFF, this menu selections allows you to decide if the system will print the reports at end of day or not. If you set this option to OFF, the current end of day report, shift report (if required) and detail report information will be cleared and archived. A receipt will be printed indicating the information was cleared and a transaction is created in the detail report
- Ovrride AOED ON/OFF, when this menu selection is ON, the user will be warned that the end of day report is about to be run. They can temporally override the running of the report for five-minutes by pressing the 米 key. When the five-minute override has expired the system will again warn the user that the reports are about to be run. The user can continue to override this feature, but each time they will be required to login with their PIN and a transaction will be stored in the system's detail information. If the user fails to override the system, the required reports will be archived, cleared and printed (if required).


## PROGRAMMING

End Of Day Info（cont．）

1．Enter the six－digit PIN and press the MENU key．Use the $\wedge$ key to scroll to the following screen and press E．

| END OF DAY INFO |  |
| :---: | :---: |
| $E=Y E S ~$ | $\wedge=$ NEXT |

2．After pressing the E key，the END DAY TIME menu selection is dis－ played．

$$
\begin{gathered}
\text { END DAY TIME } \\
E=Y E S \quad \wedge=\text { NEXT }
\end{gathered}
$$

3．If you press the $\wedge$ key the next menu selection will be displayed．If you press $\mathbf{E}$ ，the following screen is displayed．

| END DAY TIME |
| :---: |
| 12：01A＋E |

4．Using the keypad，enter the time the END DAY REPORT will be available． Select AM or PM by using the $\wedge$ key and press the E key．

5．When you press the E key，the next menu selection is displayed．Press the 米 key repeatedly to exit to the date and time screen．

6．When the E key is pressed the follow－ ing screen is displayed

| SHIFT AT EOD OFF |  |
| :--- | ---: |
| E＝ON | $\wedge=$ NEXT |

7．The current status of this function is displayed ON or OFF．Pressing the E key will toggle to the opposite status and display the next menu selection． Press the $\wedge$ key go to the next menu selection without changing the current status．Press the 米 key repeatedly to exit to the date and time screen．

WARNING．If you change this feature from OFF to ON，the system will print a STATUS and an END DAY REPORT． This is required to maintain the integrity of the system＇s daily totals．

8．When the $\mathbf{E}$ or $\boldsymbol{\wedge}$ key is pressed the following screen is displayed．

> AUTO EOD FULL
> $\mathrm{E}=\mathrm{CHANGE} \wedge=$ NEXT

9．The current status of this function is displayed OFF，BASIC or FULL．If the displayed function is correct press the $\boldsymbol{\wedge}$ key．If FULL was the displayed function，the Prt EOD Reps ON／OFF screen will be displayed．Pressing the E key will display the following screen．

$$
\begin{gathered}
\text { AUTO EOD FULL } \\
\text { E=BASIC } \wedge=\text { OFF }
\end{gathered}
$$

Press the 米 key exit without making a change，repeatedly pressing $*$ will exit to the date and time screen．

10．If you turn ON FULL the Prt EOD Reps ON／OFF screen will be dis－ played．If you set the function to OFF or BASIC the END DAY TIME menu selection is displayed

Press the 米 key repeatedly to exit to the date and time screen．

## PROGRAMMING

## End Of Day Info（cont．）

11．If you turned ON FULL the following screen is displayed．

| PRT EOD REPS ON |  |
| :---: | ---: |
| E＝OFF | $\wedge=$ NEXT |

12．The current status of this function is displayed ON or OFF．Pressing the E key will toggle to the opposite status and display the next menu selection． Press the $\boldsymbol{\wedge}$ key go to the next menu selection without changing the current status．Press the 米 key repeatedly to exit to the date and time screen．

13．Press the $\mathbf{E}$ key or the $\boldsymbol{\wedge}$ key will display the following screen．

| OVRRIDE AOED ON |  |
| :---: | ---: |
| E＝OFF | $\wedge=$ NEXT |

14．The current status of this function is displayed ON or OFF．Pressing the E key will toggle to the opposite status and display the next menu selection． Press the $\boldsymbol{\wedge}$ key go to the next menu selection without changing the current status．Press the 米 key repeatedly to exit to the date and time screen．

After making all the required changes，you can press the 米 key and exit to program－ ming menu selection to complete your programming．Or you can press the 米 key repeatedly to exit to the date and time screen．

## Remote Readers

This menu selection allows you to the tell the system how many remote bill acceptors are attached to the system．If this number is not set，the remote bill acceptors will not be available for use．

1．Enter the six－digit PIN and press the MENU key．Use the $\wedge$ key to scroll to the following screen and press $\mathbf{E}$ ．

$$
\begin{aligned}
& \text { REMOTE READERS } \\
& E=\text { YES } \\
& \wedge=\text { NEXT }
\end{aligned}
$$

2．After pressing the E key，the REMOTE READERS screen is displayed．

REMOTE READERS： 00

$$
E=Y E S \quad \wedge=\text { NEXT }
$$

3．Using the keypad，enter the number of remote bill readers and press the E key．The reader will be tested and the next menu selection is displayed．

## PROGRAMMING

## Till Setup

The TILL SETUP function allows the programmer to define the till and time requirements of the DISP TILL．The DISP TILL allows the user to dispense a predetermined quantity of tubes from predetermined columns．Till dispensing is not controlled by the system＇s dispense de－ lay times or cash exchange requirements， but how often the user can dispense a till is controlled．

1．Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ key to scroll to the following screen and press $\mathbf{E}$ ．

\[

\]

2．After pressing the $\mathbf{E}$ key，the ENABLE TILL DISP screen is displayed．

> ENABLE TILL DISP
> $E=Y E S \quad *=N O$

3．If you press the 米 key the DISP TILL menu selection will be removed from the menu group，and the F1 key will be disabled，and the next menu selection will be displayed．If you press the $\mathbf{E}$ key，the following screen is displayed．

| EDIT TILL SETUP |  |
| :---: | :---: |
| E＝EDIT | $\wedge=$ NEW |

4．Pressing the $\mathbf{E}$ key will allow you to change（edit）an existing till setup． Pressing the $\boldsymbol{\wedge}$ key will clear the previously set till and allow you to program a new till．

5．Pressing the $\mathbf{E}$ or the $\boldsymbol{\wedge}$ key will display the following screen．

```
ENTER DELAY: 00
E = NEXT 米= CANCEL
```

6．The enter delay screen allows you to enter the amount of time between the DISP TILL functions for a user．The time set is in hours．If you enter 05，a user will only be allowed to dispense a till every five hours．If 15 is entered， the user will be required to wait 15 hours．If you enter 00，the user will be allowed to dispense one till a day． The system considers midnight to be the start and end of the day．
Pressing the 光 key will exit to the next program safe menu selection．

7．When you enter a new two－digit delay number or press the $\mathbf{E}$ key to keep the current setting，the following is displayed．

| COL \＃01 | QTY 00 |
| :---: | :---: |
| A＝NEXT | ＊$=$ END |

8．This screen shows the column number and the number of tubes that will be dispensed from it during a till dispense．You can enter a new quantity or keep the current setting． The number you enter must be a two－ digit number．Use a zero to pad the number．To enter four tubes，press 04．To enter ten tubes，press 10.

9．You will use the $\boldsymbol{\wedge}$ or the $\vee$ key to scroll through each column and make changes．When you have made all your changes press，the 类 key．

## PROGRAMMING

Till Setup（cont．）
10．When you press the ＊key，the following screen is displayed．

| ARE YOU SURE？ |  |
| :---: | :---: |
| $\mathrm{E}=\mathrm{YES}$ | 米＝NO |

Pressing the ＊key allows you to make more changes．Pressing the $\mathbf{E}$ key will exit to the next menu selec－ tion．Press the 米key repeatedly to exit to the date and time screen．

## Bookmarks

A bookmark is a piece of paper inserted into the bill acceptor to mark an event． Sometimes it＇s not practical to open the bill box and inspect a bill that caused a jam， especially with a locking bill box．In that instance，a bookmark indicates the location of the event．Bookmarks can also be used to mark an end of shift or end of day．

1．Enter the six－digit PIN and press the MENU key．Use the $\boldsymbol{\wedge}$ key to scroll to the following screen and press $\mathbf{E}$ ．

> BOOKMARKS
> $E=$ YES $\quad \wedge=$ NEXT

2．After pressing the $\mathbf{E}$ key，the ENABLE BOOKMARKS screen is displayed．

$$
\begin{gathered}
\text { ENABLE BOOKMARKS? } \\
\mathrm{E}=\mathrm{YES} \quad *=\mathrm{NO} \\
\hline
\end{gathered}
$$

If the bookmarks were disabled when you pressed the E key，the bookmarks will be enabled and the following screen is displayed for five seconds．

## BOOKMARKS ENABLED

If the bookmarks were enabled when you pressed the E key，the bookmarks will be disabled and the following screen is displayed for five seconds．

BOOKMARKS
DISABLED

3．When the next menu selection is displayed，press the 米 key to exit to the date and time screen．

## Bill Box Size

This menu selection allows you to set the size of the bill boxes used on the bill accep－ tors．This setting controls the＂BILL BOX FULL＂warning level．If the incorrect entry is made，the＂BILL BOX FULL＂warning will be in error or no＂BILL BOX FULL＂ error will be displayed at all．The system currently use three sizes of bill boxes，and they will be the only choices given．The system＇s default bill box size is 1200 and is the most comely used．

## Bill Box Size (cont.)

1. Enter the six-digit PIN and press the MENU key. Use the $\wedge$ key to scroll to the following screen and press $\mathbf{E}$.

> BIL BOX SIZE
> $E=$ YES $\quad \wedge=$ NEXT
2. After pressing the E key, the following screen is displayed.

$$
\begin{gathered}
\text { BOX SIZE: } 1000 \\
E=\text { YES } \quad \wedge=\text { NEXT }
\end{gathered}
$$

3. Press the E key if this is the correct size bill box or press the $\boldsymbol{\wedge}$ key to scroll through the different sizes.

You have three sizes to choose from 600,1000 , or 1200.
4. When the correct size is displayed press, the E key to make the selection.
5. When the next menu selection is displayed, press the 米 key to exit to the date and time screen.

NOTE: if you are not sure what size box is installed on your system, contact your sales representative or customer service.
FAILURE TO ENTER THE CORRECT
BILL BOX SIZE WILL CAUSE ERRONEOUS BILL BOX FULL ERRORS.

## Receipts On/Off

This menu selection allows you to turn on and off the different receipts the system generates. Only the receipts for the following functions are controlled.

- Cash Drop
- Safe Drop
- Dispense
- Exchange (Buy Change or Pickup receipts)

NOTE: When a receipt type is displayed, the current print status is shown on the first line of the display. Pressing the $\mathbf{E}$ key will toggle to the other print condition.

NOTE: To disable the EXCHANGE receipt you must also disable CASH DROP and DISPENSE receipts. If you fail to disable CASH DROP and DISPENSE receipts the EXCHANGE transaction will print a CASH DROP receipt for the dollar amount inserted and a DISPENSE receipt for the dollar amount dispensed.

1. Enter the six-digit PIN and press the MENU key. Use the $V$ key to scroll to the following screen and press $\mathbf{E}$.

2. When the E key is pressed, the following screen is displayed.

| CASH DROP: OFF |  |
| :---: | :---: |
| $E=O N \quad \Lambda=$ NEXT |  |

NOTE: The current print status is shown on the first line of the display.

## Receipts On／Off（cont．）

3．Press the $\mathbf{E}$ key to change the print status．Each time the $\mathbf{E}$ key is pressed，the print status will toggle between the ON and OFF condition．

4．To scroll to the next menu selection， press the $\boldsymbol{\wedge}$ key．To exit，press the ＊key to exit．

5．When the $\boldsymbol{\wedge}$ key is pressed，the following screen is displayed．

> | SAFE DROP: OFF |
| :--- |
| $E=O N \quad \Lambda=$ NEXT |

6．When the screen is displayed，you can use the $\mathbf{E}$ key to change the receipt print status．Go to the next receipt selection by pressing the $\wedge$ key，or press the $⿻ 丷 木$ key to exit．
Continue pressing the $\boldsymbol{\wedge}$ key until all your changes have been made．

7．When you have made all your changes，press the 米key．
If no changes were made，the next menu selection will be displayed．
If you made any changes，the following screen will be displayed．

$$
\begin{aligned}
& \text { SAVE CHANGES? } \\
& \text { E=YES } \quad \text { 米 } \mathrm{NO}
\end{aligned}
$$

If you press the $\mathbf{E}$ key，all changes made will now be active．Pressing the米 key will exit the function without making any changes．

When either key is pressed，the next menu selection is displayed．

## Safedrop Type

This option allows you to select the type of Safe Drops that will be available to the users when they select safe drop by pressing the SAFE DROP key or pressing $E$ at the menu selection．The following safe drop types are available：
－Cash Drop
－Coin Drop
－Cred Drop
－Chek Drop
－Coup Drop
You may select any，all，or any combina－ tion of the choices above．

1．Enter the six－digit PIN and press the MENU key．Use the $\wedge$ to scroll to the following screen and press E．

$$
\begin{aligned}
& \hline \text { SAFEDROP TYPES } \\
& E=Y E S
\end{aligned} \wedge=\text { NEXT }
$$

2．When the $\mathbf{E}$ key is pressed the following screen is displayed．

$$
\begin{aligned}
& \text { CASH DROP: OFF } \\
& \mathrm{E}=\mathrm{ON} \quad \wedge=\mathrm{NEXT} \\
& \hline
\end{aligned}
$$

3．The current status of this safe drop type is displayed ON or OFF．
Pressing the E key will toggle to the opposite status and display the next menu selection．Press the $\boldsymbol{\wedge}$ key to display the next menu selection with－ out changing the current status．

4．Continue using the $\boldsymbol{\wedge}$ key to display each of the remaining safe drop types． Use the $\mathbf{E}$ key to select or deselect the safe drop type that can be used．

5．When you have finished making your selections，press the 米 key to exit to the next menu selection．Press the 米 key repeatedly to exit to the date and time screen．

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## PROGRAMMING

## Num Copies ACREP

（Remove Cash／Armored Car Receipt）
This menu selection allows you to determine the number of remove cash receipts printed when remove cash func－ tion is preformed．

1．Enter the six－digit PIN and press the MENU key．Use the $V$ key to scroll to the following screen and press $\mathbf{E}$ ．

> NUM COPIES ACREP $E=Y E S \quad \wedge=$ NEXT

2．When the E key is pressed the following screen is displayed．

| NUM COPIES： 1 |  |
| :---: | :---: |
| $E=$ YES | $\wedge=$ NEXT |

NOTE：The current number of receipts that will be printed is displayed

3．Enter the number of receipts you want to print when the remove cash routine is performed．If you want to keep the current number press the $\mathbf{E}$ or $\boldsymbol{\wedge}$ key．

NOTE：The number of receipts is limited to 1 through 4 ．If a number outside the acceptable range is entered，the current number of receipts will not be changed．

4．When an acceptable number is entered the next menu selection will be displayed．

5．When the next menu selection is displayed，press the 当 key to exit to the date and time screen．

## Usr Shiftrep On／Off

（User Shift Report）
This menu selection allows you to turn on and off the User Shift Report．This report is similar to a normal user report，except it is not cleared when the end of day report is printed and the time span the report cov－ ers is also printed．The user shift report prints the user＇s totals since the last user＇s shift report for the user was printed．

1．When the following screen is dis－ played，the current condition of this menu selection is displayed．

$$
\begin{array}{cc|}
\hline \text { USR SHIFTREP ON } \\
E=\text { OFF } & \Lambda=\text { NEXT } \\
\hline
\end{array}
$$

2．If the current condition is correct， press the $\wedge$ key and go to the next menu selection．Press the 米 key to exit．Press the 米 key repeatedly to exit to the date and time screen．

3．If the current condition is incorrect， press the E key．The opposite condition is set，and the next menu selection will be displayed．

## Dispense Time out

This menu selection allows you to program the amount of time the operator has to determine the column（dollar amount）they wish to dispense．

## WARNING：THE USER MUST PRESS THE

 KEY IF THEY DO NOT DISPENSE THE TOTAL AMOUNT INSERTED．IF THE USER DOES NOT EXIT，THE NEXT USER CAN DISPENSE THE REMAINDER OF THE PREVIOUSLY LOGGED USER＇S CASH DROP．1．Enter the six－digit PIN and press the MENU key．Use the $V$ key to scroll to the following screen and press $\mathbf{E}$ ．

DISPENSE TIMEOUT
E＝YES $\quad \wedge=$ NEXT
2．When the E key is pressed the following screen is displayed．

| TIMEOUT： 020 |  |
| :---: | :---: |
| $E=$ YES | $\wedge=$ NEXT |

NOTE：The current dispense time out is displayed．

3．Enter the amount of delay time in seconds．The time entered must be three digits．If the number of seconds entered is less than 100，a leading zero must be added．Sixty seconds would be entered as 060 ．

NOTE：Only numbers between 005 （ 5 seconds）and 240 （ 4 minutes）are acceptable numbers．If you enter a number that is unacceptable，the current delay time out will remain．

4．When an acceptable number is entered，the next menu selection will be displayed．

5．When the next menu selection is displayed，press the 米 key to exit to the date and time screen．

## Language

This menu selection allow，you to select the displayed language．At this time there are two choices，English and Spanish． The default is English．

1．Enter the six－digit PIN and press the MENU key．Use the $V$ key to scroll to the following screen and press $\mathbf{E}$ ．

| LANGUAGE |
| :---: |
| $\mathrm{E}=\mathrm{YES} \quad \wedge=$ NEXT |

2．When the $\mathbf{E}$ key，is pressed the following screen is displayed．

| ENGLISH |  |
| :---: | :---: |
| $E=$ YES $\quad \Lambda=$ NEXT |  |

3．Press the $\mathbf{E}$ key if this is the language you wish to use or press the $\boldsymbol{\wedge}$ key to scroll through the other choices． When the correct language is dis－ played，press the E key．

4．When the E key is pressed the next menu selection will be displayed．If you wish to exit the language selection menu press the 米 key．Continue pressing the 米 key to exit to the date and time screen．

## OPERATION

## Cash Drop

CASH
DROP
This function allows the user to insert bills into one or more of the bill acceptors. When a bill is inserted, it is counted and credited to the user that is currently logged on to the system. The system records the total amount of currency accepted through the bill acceptor. These totals are kept in memory and used to generate various reports.

When the user has finished inserting bills a receipt will be printed, if configured.

The details of this function can be reprinted using the DATE TRANS REPORT section of the ARCHIVE REPORTS.

This function is accessible only with a fourdigit PIN.

NOTE: If the system has a BUY CHANGE bill acceptor, you will not be allowed to insert bills into that acceptor.

1. Log in and press the CASH DROP key.
2. The following screen is displayed.

## PRESS 米 TO END <br> \$0.00 DROPPED

3 Insert bills, one at a time, into the acceptor. In most systems, bills can be inserted in any direction.* As the bills are accepted, the dollar amount on the display will increase by the denomination of the bill inserted.

* Some systems require that the bills be inserted face up only.

4. After you have inserted all the bills, press the 米 key to exit to the date and time screen.

If the system is configured to print a receipt, a DROP RECEIPT will be printed See Figure 13.

```
DROP RECEIPT
Trans # 00032
U005 (USER NAME) $0895.00
12/30/04 @ 09:47 PM
```

Figure 13
DROP RECEIPT

## Dispense Tube

The DISPENSE TUBE function allows the user to replenish the cash register change fund or obtain cash for other payouts. This feature allows the user to keep the store's change fund secure while still having access to the fund when required.

The change fund is accessible in two different ways depending on the system's configuration.

- The first method is simply to allow the user to log onto the system and dispense the money they need. The only control in this case is the user's PIN and the column time delay settings.
- The second method requires the user to insert money through the bill acceptor before being allowed to dispense. This method is called "BUY CHANGE." The user will be allowed to dispense up to the amount inserted. If the user does not dispense the full amount inserted, the difference will be credited to the user as a deposit. With more than one bill acceptor, the system may be configured to require the user to insert bills in one particular acceptor.

The details of this function can be reprinted using the DATE TRANS REPORT section of the ARCHIVE REPORTS.

This function is accessible only with a four-digit PIN.

1. Log in and press the DISP TUBE key.
2. The next step depends on which screen is displayed. If this screen is displayed go to step 14.

| COL \#XX \$YYY.YY |
| :---: |
| 1234567890 E=YES |

XX is the column number and \$YYY.YY is the column dollar amount
3. Insert one bill at a time into the bill acceptor.

## PRESS * TO END \$0.00 DROPPED

4. The screen will display a running total of bills inserted while they are being accepted.
5. After the last bill has been inserted, press the 米 key to complete the cash drop.
6. The system will display, for three seconds, the total amount dropped.

## DROP TOTAL \$DOLLAR AMOUNT

7. When the following screen is displayed, it will show you from which columns you will be allowed to dispense. These columns depend on the column value and the dollar amount deposited.
```
COL #XX $YYY.YY
1234567890 E=YES
```


## Dispense Tube（cont．）

In this example the columns are set for the following values：

| COL 01 | $\$ 0.50$ | COL 06 | $\$ 20.00$ |
| :--- | :--- | :--- | :--- |
| COL 02 | $\$ 2.00$ | COL 07 | $\$ 50.00$ |
| COL 03 | $\$ 5.00$ | COL 08 | $\$ 50.00$ |
| COL 04 | $\$ 10.00$ | COL 09 | $\$ 100.00$ |
| COL 05 | $\$ 20.00$ | COL 10 | $\$ 100.00$ |

Columns 06 is EMPTY column 03 is DISABLED and column 09 is INACTIVE．

The user inserted $\$ 50$ into the bill acceptor and pressed the 米 key．

When the 米 key was pressed，the following screen was displayed．

| COL \＃08 \＄050．00 |
| :---: |
| $12 * 45-78 .+\quad \mathrm{E}=\mathrm{YES}$ |

The top line shows the column number and the dollar amount of a tube in that column．The second line show the status of all the columns．

| Symbol | Column Status |
| :---: | :--- |
| $1,2,4,5,7,8$ | Available |
| $\bullet$ | Inactive |
| - | Empty |
| 米 | Disabled |
| + | NOT Available |

The system will go to the highest dollar amount the user will be allowed to dispense．The user can also press the $\boldsymbol{\wedge}$ or the $\vee$ key to scroll to another available column．When the desired column is displayed，press the E key to dispense the tube．As tubes are dispensed，available columns will become unavailable depending on the dollar amount．

8．Use the $\wedge$ or the $\vee$ key to select the desired column and press the E key．

9．When the E key is pressed，the following screen is displayed．

## TURN KNOB \＃XX REMOVE TUBE \＆\＄

10．When this screen is displayed，the user turns the column knob clockwise to dispense the tube，then counter clockwise to its home position．If after five seconds the user fails to turn the knob to dispense，a continuous beep will sound and the screen will continue to be displayed．

## TURN KNOB \＃XX <br> REMOVE TUBE \＆\＄

11．The beep and this screen are displayed for five seconds．If the user has not dispensed after five seconds， the column dispense screen will be displayed．
NOTE：If a column has three failed dispense attempts without a suc－ cessful dispense，the column will be disabled．

12 When the user successfully dispenses a tube，the column dispense selection screen will again be displayed．The user is allowed to dispense from any of the now available columns．This will continue until the user reaches the limit of the dollar amount inserted or decides to quit by pressing the 米 key．

13．When the user presses the 米 key，the system displays the date and time screen．If configured，the system will print a receipt．See figure 14 or 15

## OPERATIONS

## Dispense Tube (cont.)

14. This screen provides a lot of Information.

COL \# 08 \$050.00
12* 45-78 + . E=YES
The top line shows the column number and the dollar amount of a tube in that column. The second line show the status of all the columns.

| Symbol | Column Status |
| :---: | :--- |
| $1,2,4,5,7,8$ | Available |
| $\bullet$ | Inactive |
| - | Empty |
| 米 | Disabled |
| + | NOT Available |

15 To dispense from column five, use the $\mathbf{\wedge}$ or the $\vee$ key and scroll to column 5, press the E key. Or press the five key and press the E key.

16 If a time delay for the selected column is not active, the following screen will be displayed.

TURN KNOB \#XX
REMOVE TUBE \& \$
17 When this screen is displayed, the user turns the column knob clockwise to dispense the tube, then counter clockwise to its home position. If after five seconds the user fails to turn the knob to dispense, a continuous beep will sound and the screen will continue to be displayed.

TURN KNOB \#XX REMOVE TUBE \& \$
18. The beep and this screen are displayed for five seconds. If the users has not dispensed after five second, the column dispense screen will be displayed.

NOTE: If a column has three failed dispense attempts without a successful dispense, the column will become disabled.
19. When the user successfully dispenses a tube, the column dispense selection screen will again be displayed. The user selects the same column or a different column and presses the $\mathbf{E}$ key. If a time delay is active, the following screen will be displayed.

| TIME DELAY |
| :---: |
| 00.00 |

The time displayed is the amount of time remaining before the user is allowed to dispense from that column
20. When the user presses the 米 key, the system displays the date and time screen. If configured, the system will print a receipt. See figure 14

```
DISPENSE RECEIPT
Trans# 01032
U005 (USER NAME ) $0025.50
12/30/04 @ 09:47 PM
DISABLED COLS: 3,8,10
```

Figure 14
The receipt will include the transaction number, user number and name, dollar amount, date and time for the dispensed. If applicable the column numbers of the columns disabled during this dispense.

## OPERATIONS

## Dispense Tube (cont.)

Receipts: If the system requires the user to BUY CHANGE, there are two different receipts.

The first receipt is the standard receipt showing the dollar amount inserted, the dollar amount dispensed and the remainder that was taken as a deposit. This receipt is called a PICKUP RECEIPT, Figure 15.

If the system has a dedicated bill acceptor that is used to BUY CHANGE, the receipt is a CHANGE RECEIPT, (Figure 16). This receipt shows the dollar amount inserted, the dollar amount dispensed and the dollar amount added to the change fund that should be in the deposit going to the bank. The user is still credited with the dollar amount. The store's owner or manager opens the BUY CHANGE bill acceptor bill box and buys change at the bank.


Figure 15
PICKUP RECEIPT


Figure 16
CHANGE RECEIPT

## Safe Drop

The SAFE DROP function allows users to enter the dollar amount and type of an item they are depositing through the deposit drawer. The user may be depositing bills that are wet or damaged and should not be fed into the bill acceptors or simply depositing a check or credit card slip. Depending on the system's configuration, up to five different items may be dropped.

- Cash
- Check
- Credit
- Coupons
- Coin

Depending on the system's configuration, a receipt may be printed for each type of deposit.

The dollar amount, type, date, time, user number and name, if programmed for each drop, are stored in memory for different reporting functions.

The detail for any of these deposit types can be reprinted using the DATE TRANS REPORT section of the ARCHIVE REPORTS.

This function is accessible only with a four-digit PIN.

## Safe Drop

1. Log in and press the SAFE DROP key.
2. The following screen is displayed.

\[

\]

NOTE: Depending on the configuration, the deposit may be any of the five types available.
3. Use the $\wedge$ or the $V$ key to scroll through the different deposit types available and press E to select.
4. When the E key is pressed the following screen is displayed.

## ENTER AMOUNT \$XXXX.XX

5 Using the key pad, enter the dollar amount you are depositing. Each number entered will be shown on the right and pushed to the left by the next number entered. If you entered $\$ 148.50$, you would enter $1,4,8,5,0$. The decimal point will automatically be entered. If you make an error press, the $V$ key and the last digit entered will be removed. Each time you press the $V$ key, a digit will be removed. If you wish to delete the entire entry and start over, press the 米 key.
6. When you are satisfied the entry is correct, press the E key.

NOTE: Once the E is pressed, further corrections are not possible.

## OPERATION

## Safe Drop (cont.)

7. When you press the $\mathbf{E}$ key, the system displays the next cash drop menu selection. You can use the $\boldsymbol{\wedge}$ or the $\checkmark$ key to scroll to another selection or press the $\mathbf{E}$ key to make another safe drop.
8. If you have finished making all your safe drops, you can press the 米 key to exit to the date and time screen.
9. If the system is configured to print a SAFE DROP RECEIPT, Figure 17, it will be printed at that time. A separate receipt will be printed for each safe drop made.


Figure 17
SAFE DROP RECEIPT

## Load Tube

LOAD
TUBE
This function is used to tell the system the number of tubes you are loading in each column of the tube magazine.

This function only allows you to add tubes to the system three different ways.

- LOAD TUBES allows you to enter the number of tubes loaded into each column of the tube magazine and giving credit for the load to your user number.
- LOAD FOR allows you to enter the number of tubes loaded into each column of the tube magazine and allows you to give credit for the tubes loaded to another user.
- LOAD FROM SAFE allows you to enter the number of tubes loaded into each column of the tube magazine. The dollar amount loaded is credited to your user number and subtracted from the system's DOOR ADD BALANCE.

This function also allows you to reduce the number of tubes in an individual column to zero, if required, by pressing the $\wedge$ key.

## CAUTION:

Reducing the number of tubes in a column should be used with caution and understanding. Reducing the number of tubes can cause problems with dispense totals, tube balances and other related totals. This may produce undesired results, i.e. negative balances.

This details of this function can be reprinted using the DATE TRANS REPORT section of the ARCHIVE REPORTS.

This function is accessible only with a four-digit PIN.

1. Log in and press the LOAD TUBE key. Use the $\wedge$ key to scroll through the following screens and press the E key to make your selection. Press 米 to exit

| LOAD TUBES |  |
| :---: | :---: |
| $E=$ YES $\quad \Lambda=$ NEXT |  |


| LOAD FOR |  |
| :---: | :---: |
| $E=$ YES $\quad \wedge=$ NEXT |  |

$$
\begin{aligned}
& \text { LOAD FROM SAFE } \\
& E=Y E S \quad \Lambda=\text { NEXT }
\end{aligned}
$$

2. If you press the $\mathbf{E}$ key when LOAD TUBES or LOAD FROM SAFE, the screen in step 5 is displayed.
3. When LOAD FOR is displayed, pressing $E$ will display the following screen.
```
ENTER USER# XXX
** END
```

4. Enter the three-digit user number of the user you are loading tubes for. After the second digit is entered the display will change to the column one load screen.
5. 



This screen shows the column number and the number of tubes that are currently in the column.

6 To load tubes, enter the number of tubes you are loading in the displayed column. The number you are entering must always be a two-digit number. If you are loading one tube, you would enter 01. If you were loading five tubes, you would enter 05. If loading ten tubes, enter 10.

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## OPERATIONS

## Load Tube (cont.)

7. After you have entered the number of tubes you are loading in this column, press the $\boldsymbol{\wedge}$ key to move to the next column. You would again enter the number of tubes you are loading into this column and press the $\boldsymbol{\wedge}$ key to go to the next column. Continue until you have entered all the tubes you are loading.
8. After you have entered all the numbers of tubes in all the columns press the 米 key to exit. You will be asked if you are sure you want to exit. If you answer NO (米), you will be allowed to continue loading. If you answer YES (E), a LOAD RECEIPT will be printed. See Figure 18.

NOTE: If you enter the wrong number of tube in a column, or you are correcting a problem, use the $\vee$ key to correct the entry. Each time you press the $V$ key, one tube is subtracted from the number you entered.

## WARNING: <br> BECAUSE YOU CAN USE THE V KEY TO EMPTY A COLUMN A NEGATIVE LOAD RECEIPT CAN BE CREATED IF YOU REMOVE MORE TUBE THAN YOU LOADED.

9 After you have entered the number of tubes you are loading, you must insert the tubes into the tube magazine.


## OPERATIONS

## Load Tube (cont.)

11. Open the Tube Load Door (see Figure 1.) A key may be required to open the door.
12. The columns are counted from left to right with the leftmost column being number one.

NOTE: BE SURE TO LOAD THE COLUMN WITH THE CORRECT TUBE OR THE SYSTEM'S DOLLAR AMOUNT WILL BE INCORRECT.
13. Insert the tube in the holder with the open end of the tube towards the rear of the safe. Rotate the knob clockwise to load the tube into the column.

NOTE: Loading the tubes with the open end towards the rear of the safe will keep the money in the tube during the dispense cycle.

(Load From Safe)

## Open Doors

This function allows you to open all the doors in the system to perform maintenance, remove bill boxes, or obtain items manually dropped into the safe. The door opening is controlled by a PIN and time delay. Each door opening is recorded in the system memory for future reference and reporting.
A system, depending on configuration, can have up to three-door openings.

- OPEN TUBE VAULT allow you to open the safe's main door. Behind this door is access to the tube magazine, inner door and in some cases the bill boxes.
- DOOR ADD this function allows you to open the safe's main door after entering the dollar amount being added to the system's DOOR ADD BALANCE.
- OPEN INNER DOOR If installed, the system's manual safe drops will be behind this door. Before the inner door can be opened the tube vault must be opened using OPEN TUBE VAULT or DOOR ADD.
- OPEN REMOTE DOOR If a side door or remote bill acceptors are installed, the function allows access to doors. You must also have the key to each door before it can be opened.
REMOVE CASH is also part of this menu loop. This function allows the user to open the system's doors so the bill boxes and manual safe drops can be removed. Depending on the system's configuration this function is time delayed or instantly available using a PIN and key.
The details of these functions are reprinted using the DATE TRANS REPORT or
ARMORCAR REPORT section of the ARCHIVE REPORTS.
This function is accessible only with a four-digit PIN.

Following are three examples of opening the CacheSYSTEM 7000 doors. All doors use the same opening and clearing format:

- Open the tube vault door without removing cash
- Open the inner door
- Open the system's remote or side door
- Open the doors and remove cash


## Open without removing cash.

1. Log in and press the DOORS key.
2. The following screen is displayed.

> OPEN TUBE VAULT $E=Y E S \quad \wedge=$ NEXT

NOTE: Use the $\wedge$ or the $\vee$ key to scroll to the door you want to open and press the E key.
3. When the $\mathbf{E}$ key is pressed the following screen is displayed.

DOOR TIMER 00:01
$<>$ TO CANCEL
This screen shows the timer being started. It will be displayed for five seconds. If the door timer was already running, the system would beep three times and display the amount of elapsed time since the timer started. When the door is ready to be opened, the following screen is displayed.

## DOOR READY: OPEN <br> <> TO CANCEL

Pushing the $<>$ key will cancel the timer.

## OPERATIONS

## Open Doors（cont．）

4．After the five－second count up，the system will display the next door．You can use the E key to start its timer or use the $\wedge$ or $\vee$ key to scroll to another door or press the 米key to exit．

5．If you have finished starting the doors， press the 米 key to exit to the date and time screen．

NOTE：While the door delay timer is running，all of the system functions are still available for use．They will remain available until the door timer expires．

6．When the door delay timer has ex－ pired，the system will start beeping． The beeping indicates that the door is now ready to open．This beeping will continue until you enter the PIN that originally started the timer．You press the 米 key to cancel the door opening procedure or the open window timer expires．

NOTE：You must enter the same PIN that started the door timer．If the incorrect PIN is entered，the system will display the following screen．

## INVALID PIN <br> PLEASE RETRY

If you enter the wrong PIN three times， the system will cancel the door open－ ing procedure．

7．After entering your PIN，the following screen is displayed．

> TUBE VAULT READYTO OPEN $\quad$ 米 $=$ DONE

NOTE：if you used DOOR ADD to open the safe＇s main door you will be asked to enter the dollar amount you are adding to the $D O O R A D D$ $B A L A N C E$ before the above screen is displayed．DOOR ADD RECEIPT Figure 20

7．While the following screen is dis－ played，turn the door handle to unlock and open the door．Press the 米 key when you have the door open．

| TUBE VAULT READY |
| :---: | :---: |
| TO OPEN $\quad$ 米＝DONE |

This screen will be displayed for ten seconds．If the door is not open within this ten－second window，the door will relock，and the entire procedure will need to be started over．

8．After you finish inside the tube vault， close the door and make sure it locks．

## Open Inner Door

Because the inner door is behind the tube vault door it must be opened first．Start the tube vault door opening procedure be－ fore starting the inner door procedure．

1．Log in and press the DOORS key．
2．The following screen is displayed．

$$
\begin{aligned}
& \text { OPEN TUBE VAULT } \\
& \text { E=YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

3．Use the $\wedge$ or $V$ key to scroll to the OPEN INNER DOOR screen．

$$
\begin{aligned}
& \text { OPEN INNER DOOR } \\
& \text { E = YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

## OPERATIONS

## Open Doors（cont．）

4．When the E key is pressed the following screen is displayed．

DOOR TIMER 00：01
＜＞TO CANCEL
This screen shows the timer being started．It will be displayed for five seconds．If the door timer was already running，the system would beep three times and display the amount of elapsed time since the timer started． When the door is ready to be opened， the following screen is displayed．

## DOOR READY：OPEN ＜＞TO CANCEL

Pushing the $<>$ key will cancel the timer．

5．After the five－second count up，the system will display the next door．You can use the $\boldsymbol{\wedge}$ or $V$ key to scroll to an－ other door or use the $\mathbf{E}$ key to start its timer．

6．If you have finished starting the doors， press the 米 key to exit to the date and time screen．

NOTE：While the door delay timer is running，all of the system functions are still available for use．They will remain available until the door timer expires．

7．When the door delay timer has ex－ pired，the system will start beeping． The beeping indicates that the door is now ready to open．This beeping will continue until you enter the PIN that originally started the timer，you press the 米 key to cancel the door opening procedure or the open window timer expires．

8．NOTE：You must enter the same PIN that started the door timer．If the incorrect PIN is entered，the system will display the following screen．

> INVALID PIN PLEASE RETRY

If you enter the wrong PIN three times， the system will cancel the door open－ ing procedure．

9．After entering your PIN，the following screen is displayed．

## INNER DOOR READY TO OPEN＊＝DONE

10．When the inner door ready screen is displayed，turn the door＇s handle to unlock and open the door．Press the ＊key when you have the door open． This screen will be displayed for ten seconds．If the door is not opened within this ten－second window，the door will relock，and the entire proce－ dure will need to be started over．

11．After your finished，close the inner door，make sure it＇s locked．If you are finished inside the tube vault，close the tube vault door and make sure it locks．

OPEN REMOTE DOOR
（7800 Series Side Door）
1．Log in and press the DOORS key．
2．The following screen is displayed．

| OPEN TUBE VAULT |  |
| :---: | :---: |
| E＝YES | $\wedge=$ NEXT |

3．Use the $\wedge$ or $V$ key to scroll to the OPEN REMOTE DOOR screen．

| OPEN REMOTE DOOR |
| :---: | :---: |
| E＝YES $\quad \Lambda=$ NEXT |

OPEN REMOTE DOOR
へ＝NEXT

## OPERATIONS

## Open Remote Doors（cont．）

4．Press the E key and the following screen is displayed．

| TURN KEY TO |  |
| :---: | :---: |
| OPEN $\quad$ 米＝DONE |  |

5．To open the remote doors and side door when the above screen is displayed，insert the key for the lock on each door，turn it clockwise，and hold in that position．With the key held fully clockwise，turn the handle to the unlocked position．With the handle in the unlocked position，release and remove the key from the lock．

6．After you have opened all the required doors，press the 米 key．The system will return to the date and time screen．

7．After you have finished，be sure to lock each door you opened．

```
DOOR ADD RECEIPT
```

Trans\＃ 01032
UO5（USER NAME ）\＄1200．00
12／30／04＠09：47 PM

Figure 20 DOOR ADD RECEIPT

## Remove Cash

（Remove Cash with key
The REMOVE CASH function can be configured three ways．
The first allows any authorized user to access the REMOVE CASH function via the DOORS key．When the user presses the E key at REMOVE CASH，a delay timer starts．At the end of the time delay，the user reenters the PIN and is allowed access to the safe and a REMOVAL REPORT is printed．
The second method allows access to the REMOVE CASH function via the DOORS key．In some system＇s only one PIN is authorized to access REMOVE CASH．The remove cash key is required to complete the function．When the remove cash PIN is entered and the DOORS key is pressed， the user would use the へor Vkey to scroll to REMOVE CASH．Pressing the E key and turning the remove cash key immedi－ ately unlocks all the doors in the system and print the REMOVE CASH REPORT．

The third method is the same as method two above except the system does not require an remove cash key．The system＇s door delay timer controls access．
The details of these functions can be reprinted using the ARCHIVE REPORTS．

The REMOVAL REPORT totals can be reprinted using the DATE TRANS REPORT．

The REMOVE CASH REPORT can be re－ printed using REMOVE CASH REPORT， and the totals can be reprinted using the DATE TRANS REPORT．

The remove cash with or without key can only be accessed by using the PIN for user 239．This is the default setting．Other us－ ers numbers can be added to the remove cash group．See the user privilege pro－ gramming procedure in the programming

## OPERATIONS

## Open Doors (cont.)



Figure 21
REMOVAL REPORT
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## OPERATIONS

## Open Doors（cont．）

## Remove Cash

1．Log in and press the DOORS key．
2．The following screen is displayed．

> OPEN TUBE VAULT
> $\mathrm{E}=\mathrm{YES} \quad \wedge=$ NEXT

3．Use the $\mathbf{\wedge}$ or the $\mathbf{V}$ keys to scroll to the following screen and press $\mathbf{E}$ ．

$$
\begin{gathered}
\text { REMOVE CASH } \\
E=\text { YES } \quad \wedge=\text { NEXT }
\end{gathered}
$$

4．When the E key is pressed，the following screen is displayed．

DOOR TIMER 00：01
＜＞TO CANCEL
This screen shows the timer being started and will be displayed for five seconds．If the door timer was already running，the system would beep three times and display the elapsed time since the timer started．If the door was ready to be opened，the following screen would be displayed．

DOOR READY：OPEN
$<>$ TO CANCEL
Pushing the＜＞＞key will cancel the timer．

5．After five seconds the system will dis－ play the next door．You can use the $\boldsymbol{\wedge}$ or $V$ key to scroll to another door or use the E key to start the timer．

If you have finished starting the doors， press the 米 key to exit to the date and time screen．

NOTE：While the REMOVE CASH delay timer is running，all of the functions are still available for use and they will remain available until the timer expires．

6．When the door delay timer expires the system will start beeping to indicate that the door is now ready to open． This beeping will continue until you enter the original PIN that started the timer．Press the 米 key to cancel the door opening procedure，or the open window timer expires．

7．When you enter your PIN and press E， the following screen is displayed．

## REMOVE READY <br> TO OPEN 米＝DONE

While this screen is displayed，turn the doors handle to unlock and open the door．Press the 米 key when you have the door open．

NOTE：You must enter the same PIN that started the door timer．If the incorrect PIN is entered，the system will display the following screen．

```
INVALID PIN
PLEASE RETRY
```

If you enter the wrong PIN three times， the system will cancel the door opening procedure．

8．When the 米 key is pressed，the system will print a REMOVAL REPORT，Figure 15.

NOTE：If you fail to press the 米 key after ten seconds，the system will relock the door and the REMOVAL REPORT will be printed．

## OPERATIONS

## Remove Cash (cont.)

9. After the removal report is printed, you will be asked if the report was
PRINTED OK. If you answer NO, the report will be reprinted.

NOTE: You must answer yes before the data will be cleared. Failure to answer yes will cause the system's bill box and safe drop total to combine with the next removal report's total.

Remove and replace the bill boxes.
10 After you finish inside the tube vault, close the door and make sure it's locked.

## Remove Cash armored car p/U Routine (With Key)

This routine requires the remove cash access key. If this key is not available, the routine can not be completed, the bill boxes will not be accessible, and bill box and manual safe drops total will not be cleared.

## CLEARING THE REPORT'S DATA

When an Remove Cash Report is run you will be asked if it "PRINTED OK". You must answer YES to this question before the data will be cleared

You will be given two chances to answer YES. If you press the 米 key or turn the system off, the report's data will be archived and cleared. The following is displayed:

## TOTALS CLEARED REPORT ARCHIVED

The following pages describe how to perform the Remove Cash (Armored Car Procedures) on systems with various configurations:

- CS 7000 series, Vault Door Only
- CS 7000 series, Vault Door and Remote
- Cs 7000 series, Vault and Inner Door
- CS 7000 series, Vault and Inner Door with Remote.
- Cs 7800 series
- CS 7800 series with Remote


## OPERATIONS

Remove Cash amoread car pu Routine (With Key) (cont.)

CS 7000 series, VAULT DOOR ONLY

| 1. | Enter PIN \# \# \# ${ }^{\text {\# }}$ \# Press E |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY Press $\quad$ DOORS |
| 3. |  |
| 4. | TURN KEY TO OPEN DOOR * $=$ CANCEL |
| 5. |  |
| 6. | Report will now be printed. |
| 7. | PRINTED OK?  <br> $\mathrm{E}=\mathrm{YES}$ $*=\mathrm{NO}$ |
| 8. | Press E to clear totals. |
| 9. | Change the bill boxes. |
| 10. | Turn power switch OFF then ON. Check for LRC error. If LRC error, check bill boxes. |
| 11. | CLOSE AND LOCK DOOR. |

## WARNING

IF YOU GET "LRC NOT LOCKED" ERROR THIS ERROR INDICATES ONE OR MORE OF THE SYSTEM'S BILL BOXES ARE NOT INSTALLED CORRECTLY. THIS MUST BE CORRECTED OR THE BILL ACCEPTOR WILL NOT ACCEPT CURRENCY.

CS 7000 series, VAULT DOOR \& REMOTES

| 1. | Enter PIN \#\#\#\# Press ${ }^{\text {E }}$ |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY Press $\quad$ DOORS |
| 3. | REMOVE CASH?  <br> $\mathrm{E}=\mathrm{YES}$ $\boldsymbol{\Lambda}=\mathrm{NEXT}$ Press E |
| 4. | TURN KEY TO OPEN DOOR * = CANCEL |
| 5. |  |
| 6. |  |
| 7. | Report will now be printed. |
| 8. | PRINTED OK?   <br> $\mathrm{E}=\mathrm{YES}$ * $=$ NO  |
| 9. | Press E to clear totals. |
| 10. | Change the bill boxes. |
| 11. | Turn power switch OFF then ON. Check for LRC error. If LRC error, check bill boxes. |
| 12. | CLOSE AND LOCK ALL DOORS. |

Remove Cash Amored car Pu Routine (With Key) (cont.)

CS 7000 series, VAULT \& INNER DOOR

| 1. | Enter PIN \#\#\#\# Press ${ }^{\text {E }}$ |
| :---: | :---: |
| 2. | SELECT A FUNCTION KEY Press DOORS |
| 3. |  |
| 4. | $\begin{aligned} & \hline \text { TURN KEY TO OPEN } \\ & \text { DOOR * } \text { = CANCEL } \\ & \hline \end{aligned}$ |
| 5. | TURN AND HOLD KEY, OPEN MAIN DOOR, CONTINUE HOLDING THE KEY |
| 6. | Open inner door. |
| 7. | Release and remove key. |
| 8. | Report will now be printed. |
| 9. |  |
| 10. | Press E to clear totals. |
| 11. | Change bill the boxes. |
| 12. | Turn power switch OFF then ON. Check for LRC error. If LRC error, check bill boxes. |
| 13. | CLOSE AND LOCK ALL DOORS. |

## WARNING

IF YOU GET "LRC NOT LOCKED" ERROR THIS ERROR INDICATES ONE OR MORE OF THE SYSTEM'S BILL BOXES ARE NOT INSTALLED CORRECTLY. THIS MUST BE CORRECTED OR THE BILL ACCEPTOR WILL NOT ACCEPT CURRENCY.

CS 7000 series, VAULT \& INNER DOOR WITH REMOTES

| 1. | Enter PIN \#\#\#\# Press $\quad \mathbf{\#}$ |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY  <br> Press  <br>   |
| 3. | REMOVE CASH?  <br> $\mathrm{E}=\mathrm{YES}$ $\wedge=\mathrm{NEXT}$ Press E |
| 4. | TURN KEY TO OPEN DOOR * = CANCEL |
| 5. |  |
| 6. |  |
| 7. | Open inner door. |
| 8. | Release and remove key. |
| 9. | Report will now be printed. |
| 10. | PRINTED OK?  <br> $\mathrm{E}=\mathrm{YES}$ * $=\mathrm{NO}$ |
| 11. | Press E to clear totals. |
| 12. | Change the bill boxes. |
| 13. | Turn power switch OFF then ON. Check for LRC error. If LRC error, check bill boxes. |
| 14. | CLOSE AND LOCK ALL DOORS. |

Remove Cash ammoed car pu Routine (With Key) (cont.)

CS 7800 SERIES

| 1. | Enter PIN \# \# \# ${ }^{\text {\# }}$ \# Press $\quad \mathbf{E}$ |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY Press $\quad$ DOORS |
| 3. | REMOVE CASH?  <br> E=YES $\boldsymbol{\Lambda}=$ =NEXT Press E |
| 4. | TURN KEY TO OPEN DOOR * = CANCEL |
| 5. | TURN AND HOLD KEY, <br> TURN HANDLE \& OPEN DOOR RELEASE \& REMOVE KEY |
| 6. | TURN AND HOLD KEY, OPEN MAIN DOOR, CONTINUE HOLDING THE KEY |
| 7. | Open inner door. |
| 8. | Release and remove key. |
| 9. | Report will now be printed. |
| 10. | PRINTED OK?  <br> $\mathrm{E}=\mathrm{YES}$ * $=$ NO |
| 11. | Press E to clear totals. |
| 12. | Change the bill boxes. |
| 13. | Turn power switch OFF then ON. Check for LRC error. If LRC error, check bill boxes. |
| 14. | CLOSE AND LOCK ALL DOORS. |

CS 7800 SERIES WITH REMOTES

| 1. | Enter PIN \#\#\#\# Press E |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY Press $\quad$ DOORS |
| 3. | REMOVE CASH?E=YES=NEXT <br> Press |
| 4. | TURN KEY TO OPEN DOOR * = CANCEL |
| 5. |  |
| 6. |  |
| 7. | TURN AND HOLD KEY, OPEN MAIN DOOR, CONTINUE HOLDING THE KEY |
| 8. | Open inner door. |
| 9. | Release and remove key. |
| 10. | Report will now be printed. |
| 11. | PRINTED OK?  <br> $\mathrm{E}=\mathrm{YES}$ 米 =NO |
| 12. | Press E to clear totals. |
| 13. | Change the bill boxes. |
| 14. | Turn power switch OFF then ON. Check for LRC error. If LRC error, check bill boxes. |
| 15. | CLOSE AND LOCK ALL DOORS. |

## Remove Cash ammored car Pu Routine

 (With Key) (cont.)
## Remove Cash with Key (Armored Car Programming) Setup

Steps one and two MUST BE SET. Failure to set these programming options will cause the remove cash function not to work or you will not be able to access the function.

1. Door Delay The vault door delay MUST be set to a minimum of one minute. If the delay is not set to one minute or more, the remove cash system will not open the doors.
2. User 239 A PIN for user 239 must be assigned. The remove cash routine can only be accessed by using the PIN for user 239. This is the default setting. Other users numbers can be added to the remove cash group. See the user privilege programming procedure in the programming section of this manual.
3. Two copies of the Remove Cash REPORT will be printed The number copies printed is programmable. See the NUM COPIES ACREP programming procedure in the programming section of this manual.

NOTE: If an End Day Report is pending when the Remove Cash Report is run the End Day Report will be printed first along with a Shift Report, if required.

## Remove Cash Routine (Without Key)

This routine does not requires a key to access the safe. The system's door delay timer controls access to the bill box and manual safe drops. The report generated by this function contains the same information and in the same format as the normal remove cash (with key) routine.
When a Remove Cash Report is run you will be asked if it "PRINTED OK". You must answer YES to this question before the data will be cleared
You will be given two chances to answer YES. If you press the 米key or turn the system off the report's data will be archived and cleared. The following is displayed

TOTALS CLEARED
REPORT ARCHIVED

## Remove Cash Routine（Without Key） （cont．）

CS 7000 series，VAULT DOOR ONLY

| 1. | Enter PIN \＃\＃\＃\＃Press E |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY Press $\quad$ DOORS |
| 3. | REMOVE CASH？ <br> E＝YES <br> $\boldsymbol{\Lambda}=$ NEXT  Press $\quad \mathrm{E}$ |
| 4. | DOOR TIMER 00：01  <br> ＜＞ CANCEL Timer will start <br> to count up． |
| 5. | Press 米 to exit |
| 6. | Normal safe operation ok during delay． |
| 7. | XXXXXX＋E <br> ENTER PIN <br> When delay expires， safe will beep and display changes． |
| 8. | Enter ORIGINAL PIN \＃\＃\＃\＃Press E |
| 9. | TUBE VAULT READY TO OPEN 米＝DONE <br> Turn handle and tube vault door and press 米 |
| 10. | Report will now be printed． |
| 11. | PRINTED OK？ $\mathrm{E}=\mathrm{YES} \quad$ 米＝NO |
| 11. | Press E to clear totals． |
| 12. | Change bill boxes． |
| 13. | Open inner door and remove safe drops． |
| 14. | Turn power switch OFF then ON．Check for LRC error．If LRC error，check bill boxes． |
| 15. | Turn power switch OFF then ON．Check for LRC error．If LRC error，check bill boxes． |
| 16. | CLOSE AND LOCK DOOR． |

## WARNING

IF YOU GET＂LRC NOT LOCKED＂ERROR THIS ERROR INDICATES ONE OR MORE OF THE SYSTEM＇S BILL BOXES ARE NOT INSTALLED CORRECTLY．THIS MUST BE CORRECTED OR THE BILL ACCEPTOR WILL NOT ACCEPT CURRENCY．

CS 7000 series，VAULT DOOR \＆ REMOTES

| 1. | Enter PIN \＃\＃\＃\＃\＃Press E |
| :---: | :---: |
| 2. | SELECT A <br> FUNCTION KEY Press DOORS |
| 3. | REMOVE CASH？  <br> E＝YES $\boldsymbol{\Lambda}=\mathrm{NEXT}$ Press $\quad \mathrm{E}$ |
| 4. | DOOR TIMER 00：01  <br> ＜ CANCE will start |
| 5. | Press 米 to exit |
|  | TURN AND HOLD KEY， OPEN MAIN DOOR， RELEASE \＆REMOVE KEY |
| 6. | Normal safe operation ok during delay． |
| 7. | XXXXXX＋E <br> ENTER PIN <br> When delay expires， safe will beep and display changes． |
| 8. | Enter ORIGINAL PIN \＃\＃\＃\＃Press $\mathbf{E}$ |
| 9. | TUBE VAULT READY TO OPEN ＊＝DONE <br> Turn handle and tube vault door and press＊ |
| 10. | Report will now be printed． |
| 11. | PRINTED OK？  <br> $\mathrm{E}=\mathrm{YES}$ ＊$=$ NO |
| 11. | Press E to clear totals． |
| 12. | Change bill boxes． |
| 13. | Open inner door and remove safe drops． |
| 14. | Turn power switch OFF then ON．Check for LRC error．If LRC error，check bill boxes． |
| 15. | Turn power switch OFF then ON．Check for LRC error．If LRC error，check bill boxes． |
| 16. | CLOSE AND LOCK DOOR． |

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## Bill Box Removal Mars CashFlow

## Removing The Bill Box

To remove the bill box, grab the yellow strap on the box and pull firmly to release it. The bill box does not lock to the bill reader.


Figure 22
CS 7000 Series


Figure 23
CS 7900 Series

## Installing The Bill Box

The bill box has slots on both sides that will guide it into the bill reader. When you insert the bill box, you will fell some resistance from the two springs inside the bill reader. Make sure to insert the bill box all the way in so that the rear of the bill box is flush against the back of the bill reader. The bill reader will power cycle when the bill box is inserted correctly.

## Bill Box Removal Mars 3900 series

A LOCKING BILL BOX has a hasp covering the engage/remove knob and keyed access to the box's contents Appendix D , at the rear of this manual.

A NON-LOCKING BILL BOX has an engage/ remove knob and knob access to the box's contents Appendix D, at the rear of this manual.

## Bill Box Procedure

CAUTION: DO NOT REMOVE a locking bill box unless you have a replacement box ready to install. This box CAN NOT BE REINSTALLED without a key. Without a bill box the bill acceptor will not accept bills.
a. For a locking bill box, lift the locking hasp.
b. Turn the locking knob counter-clockwise to the REMOVE position.
c. Lift the bottom of the bill box away from the bill acceptor and remove the bill box.
d. If you are removing a non-locking bill box, you can open it and remove the contents at this time or install a second bill box.
e. To replace the bill box, position the box with the handle up, the locking knob in the REMOVE position and towards the rear of the safe.
f. Set the bill box on the bill acceptor approximately one inch from the locking post on the acceptor and slide the box forward into place. The bill box must fit flush against the bill acceptor.
g. Turn the locking knob counter-clockwise to the ENGAGE position.
h. For a locking bill box, place the locking hasp across the knob.
i. Log on and access the bill acceptors to make sure you don't get a LRC ERROR. If you get this error, a bill box is not installed correctly.

CAUTION: Do not force the bill box. Severe damage to the bill box and bill acceptor will result.


Figure 24a
REMOVE CASH REPORT

## OPERATIONS

## Remove Cash (cont.)



## Remote Readers

## REMOTES

This function allows you to log on or log off one of the remote bill acceptors. When you access this function, you will be shown a list of available bill acceptors. After you make your selection, any monies inserted in that bill acceptor will be credited to your user number. When you are finished with the remote bill acceptor, log on and again press the REMOTE key. The system will log off the remote and print a receipt showing the dollar amount you inserted.

The details of the function can be reprinted using the DATE TRANS REPORT section of the ARCHIVE REPORTS.

This function is accessible only with a four- digit PIN.

## Logging On to a Remote

1. Log in and press the REMOTES key.
2. The following screen is displayed.


- Each remote bill acceptor is represented by a number.
- If a bill acceptor is in use its position is marked with a $(\cdot)$.
- If there is only one bill acceptor in the system, this selection screen will not be displayed.

3. To choose a remote bill acceptor, you must enter the two digit number of the remote you wish to use. When entering a number between 1 and 9 you must enter a leading zero. To select reader 1 you would enter 01.
4. When you select the remote, the following screen is displayed.

REMOTE IS NOW LOGGED ON

NOTE: This is the only screen the user sees when logging on to a single remote bill acceptor system.
5. After you have logged in to the remote bill acceptor, any monies inserted into this acceptor will be credited to your user number.

## Logging Off a Remote

1. Log in and press the REMOTES key.

## OPERATIONS

## Remote Readers (cont.)

2. When you press the REMOTES key, the following screen is displayed.

> LOG OFF REMOTE
> E = YES $\quad$ 米 = NO
3. Pressing the $\mathbf{E}$ key will log off the remote. If you don't want to log off the remote, press the 米 key.

NOTE: If you do not make a choice within ten seconds, the system will automatically log you off.
4. When you have logged off, a CASH STATION RECEIPT (Figure 25) will be printed.

The following circumstances will automatically log off one or all the remotes:

- Running your USER REPORT.
- Performing a remove cash procedure.
- Running a DETAIL REPORT.
- Running an END DAY REPORT.
- Running a STATUS REPORT.
- Running a SHIFT REPORT.
- Running a USER SHIFT REPORT.

NOTE: When a remote is logged off, a CASH STATION RECEIPT (Figure 25) will be printed if the remote has any monies to report.


Figure 25
CASH STATION RECEIPT

## OPERATIONS

## Till Dispense <br> F1

The TILL DISPENSE function allows the user to dispense a predefined selection of tubes to set up a starting cash till. The number, dollar amount, and the amount of time between till dispenses is set by the system's programmer.

1. Log in and press the F1 key.
2. When the F1 key is pressed the following screen is displayed.

## TURN KNOB \#XX

REMOVE TUBE \& \$
3. When this screen is displayed, turn the column knob clockwise to dispense the tube, then counterclockwise to its home position.
4. After you dispense the first tube, the next column will automatically be selected and the TURN KNOB screen will again be displayed.
5. Each time the TURN KNOB screen is displayed, turn the indicated knob clockwise to dispense the tube, then counterclockwise to its home position. This will continue until all the tubes for the till are dispensed.
6. When the till has been dispensed the system will display the DATE \& TIME screen and a TILL RECEIPT will be printed.

NOTE: If a complete till can not be dispensed, the TILL RECEIPT (Figure 26) will show the dollar amount dispensed. The receipt also show the number of tubes, which column, and the reason tubes were not dispensed.


Figure 26
TILL RECEIPT

## Menu

MENU
The MENU key provides access to all the configured operational menu selections. This key allows you to scroll through a list of menu selections and select one or more functions. The following is a complete list of possible menu selections.

NOTE: Some of these selections may not be available on all models.

- Cash Drop*
- Dispense Money (Buy Change)*
- Safe Drop*
- Load Tubes*
- Load For*
- Load From Safe*
- Open Tube Vault*
- Door Add*
- Open Inner Door*
- Open Bill Door*
- Remove Cash*
- Enable Columns
- Program User PIN**
- Enable/Disable Users
- Column Balance
- View Drop Total
- Insert Bookmark
- Log On/Off Remote*
- Enable/Disable Modem
- Disable/Enable Hot Keys
* These functions are accessible using a function key. Their operation is covered along with the function keys description.
** This selection is covered in the programming section of this manual.

The details of some of these functions can be reprinted using the DATE TRANS
REPORT section of the ARCHIVE REPORTS.

The functions listed are accessible with a four-digit PIN.

1. To access any of the listed menu selections, log in using your four-digit PIN and press the MENU key to view the first selection.
2. use the $\wedge$ or the $\vee$ key to scroll to the menu selection you want and press the E key to select. If you don't want to make any selection, press the 米 key to exit.

Only the menu selections not covered elsewhere in this manual will be covered in this section.

Each of the menu selections will assume you have logged in, pressed the MENU key, and have scrolled to the menu selection being described.

## Enable Columns

> ENABLE COLUMNS E = YES $\quad \wedge=$ NEXT

This selection allows you to enable all the columns currently disabled. A column becomes disabled because an attempt to dispense for the column failed three times in a row. This failure could be caused by a mechanical problem, so observe caution when enabling the columns. This action is recorded in the system's memory.

## OPERATIONS

Menu（cont．）

Enable Columns（cont．）
1．When the $\mathbf{E}$ key is pressed，the following screen is displayed．

## ALL COLUMNS ARE NOW ENABLED

2．This screen is displayed for five seconds and then the next menu selection is displayed．

## Disable／Enable Users

DISABLE USERS
$E=Y E S \quad \wedge=N E X T$
This selection allows users in a user privilege group with DISABLE USERS set to one to disable or enable users．When you press E on DISABLE USERS，the users in any user privilege group with DISABLE USERS set to zero will be dis－ abled．When a user privilege group is disabled，the users will not be allowed to log on to the system．

This function is a toggle menu selection．If users are enabled，you will be asked if you want to disable them．If the users are disabled，you will be asked if you want to enable them．

When the $E$ key is pressed，the function is performed and the next menu selection is displayed．

This function is stored in the system＇s memory．

WARNING：If the users are disabled， the remove cash PIN is also disabled．

## Column Balance

$$
\begin{aligned}
& \text { COLUMN BALANCE } \\
& E=Y E S \quad \lambda=\text { NEXT }
\end{aligned}
$$

This menu selection allows you to view the dollar amount in each of the tube magazine＇s columns．Using the $\wedge$ or the $\vee$ key，you can scroll from one column to an－ other．Each time a column is displayed， the total dollar amount will be displayed

1．When the E key is pressed，the following screen is displayed．

$$
\begin{array}{cc}
\text { COL \# } 01 & \$ 000.00 \\
\wedge=\text { NEXT } & \text { 米= END }
\end{array}
$$

2．The total dollar amount in column one is displayed．As you use the $\boldsymbol{\wedge}$ and $\vee$ keys to scroll from column to column， the column number and dollar amount will be displayed．

3．Press the 米 key to exit to the next menu selection．

## View Drop Total

$$
\begin{aligned}
& \text { VIEW DROP TOTAL } \\
& \text { E=YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

This menu selection allows you to view the dollar amount in all the bill boxes．

1．When the E key is pressed，the following screen is displayed．

## \＄0000．00 DROPPED PRESS 米

2．Displayed is the dollar amount in all the bill boxes．Press the 米 key to exit to the next menu selection．

Menu (cont.)

## Disable/Enable Modem

| DISABLE MODEM |  |
| :---: | :---: |
| $E=Y E S$ | $\wedge=$ NEXT |

This menu selection allows you to turn on the system's modem. If you disable the modem, none of the system's modem reports will not be sent at the programmed times or events.

This function is a toggled menu selection. If the modem is enabled, the selection will be DISABLE MODEM. If the modem is disabled, the selection will be ENABLE MODEM.

When you press the $\mathbf{E}$ key at the ENABLE or DISABLE MODEM selection, the function is preformed and the next menu selection is displayed.

This function is stored in the system's memory.

## Insert Bookmark

$$
\begin{aligned}
& \text { INSERT BOOKMARK } \\
& \text { E = YES } \quad \wedge=\text { NEXT } \\
& \hline
\end{aligned}
$$

While using a bill acceptor, an event occurs sometimes that needs to be marked. This may be a bill jam or closing of a shift or the business day.

This menu selection allows you to insert a marker into the bill acceptor to mark the event. A bookmark is a piece of paper with the following dimensions: 2.6 inches wide and 5 inches long. The bookmark can be plain paper or preprinted.

1. When the E key is pressed, the following screen is displayed.

CHOOSE READER 01
$\mathrm{E}=\mathrm{YES} \quad \wedge=\mathrm{NEXT}$
This screen is displayed when more than one bill reader is in the system, remote readers excluded.
2. Use the $\wedge$ key to scroll to the bill acceptor in which you wish to insert a bookmark and press the $\mathbf{E}$ key.
3. When the E key is pressed, the following screen is displayed.

## INSERT BOOKMARK PRESS *TO END

Insert the bookmark in the selected bill acceptor. You may also push the 娄 key to cancel the bookmark procedure and exit to the next menu selection.
4. When the bookmark is inserted and accepted, the next menu selection is displayed. Press the 米 key to exit to the date and time screen.

A BOOKMARK RECEIPT (Figure 27) is printed when the system returns to the date and time screen.

This function is stored in the system's memory.

```
BOOKMARK RECEIPT
    Trans# O1498
U005 (USER NAME)
12/30/04 @ 09:25 AM
Figure 27 BOOKMARK RECEIPT
```

Menu (cont.)

## Enable Disable Hotkeys

| ENABLE HOTKEY |  |
| :---: | :---: |
| $E=Y E S$ | $\wedge=$ NEXT |

This menu selection allows you to select (enable) a hotkey or disable a hotkey you previously enabled. A hotkey is a shortcut that allows quicker access to a function. Only three functions are allowed to be accessed via hotkey:

- Cash Drop (Insert Bills)
- Dispense in an exchange mode. This requires you to insert bills into the bill acceptor. You are then allowed to
- dispense up to the dollar amount inserted.
- Safe Drop

This function is a toggle menu selection. If you do not have a hotkey assigned to your user number, a selection screen will be displayed that allows you to select a hotkey. If you have an assigned hotkey, the ENABLE HOTKEY menu selection will be replaced with a DISABLE HOTKEY menu selection.

1. When you press the $\mathbf{E}$ key at the ENABLE HOTKEY menu selection, the following screen will be displayed.

## CHOOSE[12•45] HOTKEY[67890]

Using the keypad, select the number you want to use for your hotkey.

NOTE: An assigned hotkey is indicated by $(\bullet)$.
2. When you select your hotkey number, the following screen will be displayed.

HOTKEY CHOSEN: X E=KEEP * = CHANGE
3. This screen shows the hotkey you selected ( x ) and allows you to change your mind. If you wish to keep the hotkey number, press, the E key. If you wish to change your selection, press the * key and you will return to the previous screen and a new hotkey number can be selected.
4. If you see the following screen, you already have a hotkey assigned.

| DISABLE HOTKEY |  |
| :---: | :---: |
| $\mathrm{E}=\mathrm{YES}$ | $\wedge=$ NEXT |

5. Press the $\mathbf{E}$ key to disable your hotkey.

NOTE: All hotkeys are automatically disabled at midnight or if the system programmer changes the type of functions allowed via hotkey.

This function is stored in the system's memory.

Menu (cont.)

## Clock One Hour

This function allows the manager to move the system's time forward or back one hour. This is to allow easy access to the time change function required by Daylight Savings Time. After the system's time is set the manager will be allowed to move the time forward or back. After the first use only the opposite of the last time change will be allowed.

Because the screen displayed when accessing the system can be one of three, our example will show all three for clarification.

## CLOCK ONE HOUR 1=FORWARD 2=BACK <br> Screen A

This is the displayed after the system's time has been changed in programming.

> | ONE HOUR FORWARD |
| :---: |
| $\mathrm{E}=\mathrm{YES} \quad \uparrow=$ NEXT |

## Screen B

This screen is displayed if the last change was moved back one hour.

> ONE HOUR BACK $E=Y E S \quad \Lambda=$ NEXT

## Screen C

This screen is displayed if the last change was moved forward one hour

1. After logging in and pressing the MENU key, use the $V$ key and scroll to one of the above screens.
2. If screen A above is displayed, press ONE (1) to move the time FORWARD one hour or press TWO (2) to move the time BACK one hour. Press the $\boldsymbol{\wedge}$ or $\vee$ key to move to another menu selection or 米 key to exit to the date and time screen.

If screens B or C above is displayed, press $\mathbf{E}$. When the $\mathbf{E}$ key is pressed the time will be moved one hour in the direction indicated. Press the $\boldsymbol{\wedge}$ or $\vee$ key to move to another menu selection or press the 米 key to exit to the date and time screen.

## WARNING

It can not be stressed enough the time must be moved in the correct direction. Moving the time in wrong direction may cause undesirable results.

For security reasons certain functions are locked out for one-hour after adjusting the time. If the system's door access was locked down for another 20 minutes, moving the time forward one-hour would prevent the doors from being opened for another hour. This and other functions are locked out to prevent inappropriate use of the time change function to override the system's security settings.

Changing time forward within one-hour of the system's End Of Day time will activate the EOD routine. This will end the current business, clearing all the business day totals and printing all the required reports.

## OPERATIONS

## Using a Hotkey

A hotkey is a shortcut to a predetermined set of functions. There are only three functions that are allowed via hotkey. They are:

- Cash Drop (Insert Bills)
- Dispense in an exchange mode. This requires you to insert bills into the bill acceptor. You are then allowed to dispense up to the dollar amount inserted.
- Safe Drop

The functions that are allowed are determined by the system's programmer during the setup procedure.

Before you can use a hotkey, you must first select your hotkey number. A hotkey number is chosen by pressing the MENU key, using the $\boldsymbol{\wedge}$ or $\vee$ key to scroll to the ENABLE HOTKEY menu selection and pressing $\mathbf{E}$.

## To use your hotkey

1. At the date and time screen, press the $\checkmark$ key and then your hotkey number.
2. If only one menu selection is allowed via hotkey the system will display that menu selection's main screen.

If more than one menu selection is allowed via hotkey, the first selection will be displayed. You would use the $\wedge$ or the $\vee$ key to scroll to your selection and press the E key.
3. When you are finished with the menu selection, pressing the 米 key will cause the system to exit to the date and time screen.

Even though you are using only a single digit to identify yourself, all transactions preformed via hotkey are credited to your user number.

Be sure to log out of your hotkey at the end of your shift. You are the only person that can log off your hotkey.

NOTE: All hotkeys are automatically logged off at midnight.

## Print Reports



The REPORTS key allows the user access to the report menu group．Depending on the user＇s privilege class，the user can print some or all reports generated by the system．The ability to print the various reports is determined during system setup． Normally the managers，users 01－15，can print all reports and clerks，users 16－239， can print only reports on themselves．If user 239 is the remove cash PIN，that user is not allowed to print any reports．

Below is a complete list of reports the system can generate．All reports are not available on all systems．
－End Day Report（Displayed when available）
－Change Paper
－User Report
－Status Report
－User Name Report
－Detail Report
－Shift Report
－User Shift Report
－User Load Report
－Archive Reports
The ARCHIVE REPORTS menu selection has several submenu items：
－Date User Report
－Date Trans Report
－Detail Report
－Shift Report
－User Shift Report
－End Day Report
－Armorcar Report
The REPORTS key is accessible by both four－digit and six－digit PINs．The only PIN limitation is what report a user is allowed to print．

## CLEARING THE REPORT＇S DATA

When a Shift Report or and End of Day
Report is run you will be asked if it
＂PRINTED OK＂．You must answer YES to this question before the data will be cleared．You will be given two chances to answer YES．If you press the 米 key or turn the system off the report＇s data will be ar－ chived and cleared．The following is Displayed：

TOTALS CLEARED REPORT ARCHIVED

1．To access any of the listed reports，log in，using your four－or six－digit PIN， and press the REPORTS key．

2．The first report selection will be displayed．

3．Use the $\wedge$ or the $\vee$ key to scroll to the report you want to print and press the E key．If you don＇t want to print any reports press，the 米 key to exit to the date and time screen．

Each of the reports selection described will assume you have logged in，pressed the REPORTS key，and scrolled to the report being described．

## Change Paper

$$
\begin{aligned}
& \text { CHANGE PAPER } \\
& E=Y E S \quad \wedge=\text { NEXT }
\end{aligned}
$$

This menu selection allows the user to feed paper through the printer after replacing the printers paper or clearing a paper jam．When the $E$ is pressed，the following screen is displayed．

| LOAD PAPER |  |
| :---: | :---: |
| へ＝FEED | ＊$=$ END |

Each time you press the $\wedge$ key，the paper is advanced by one line．Press the 米 key when you have finished，and the next report selection will be displayed．

## REPORTS

Print Reports（cont．）
Change Paper（cont．）
For instructions on how to change the paper，use the procedures located in Appendix D，at the rear of this manual．The system uses one of two different printers． Be sure to use the instructions for the cor－ rect printer．

## User Report

$$
\begin{aligned}
& \text { USER REPORT } \\
& E=\text { YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

The USER REPORT（Figure 28）prints a summary of user activity since the last clearing report．

NOTE：A clearing report is a report that ends the business day．The END DAY REPORT is the business day clearing report．The business day is cleared when the END DAY REPORT is printed and approved．

If the user can print a report on only him－ self or herself pressing the $\wedge$ key at the CHANGE PAPER screen that USER
REPORT automatically prints．If the user can print a report for any user the following screen will be displayed．

## ENTER USER\＃XXX ＊$=$ END

When you enter a user＇s two－digit user number，the report will be printed．

When you are finished，press the $⿻ 丷 木$ key to exit to the next report selection．

## Status Report

$$
\begin{aligned}
& \text { STATUS REPORT } \\
& E=Y E S \quad \wedge=\text { NEXT }
\end{aligned}
$$

The STATUS REPORT（Figure 29）prints the current status of the CacheSYSTEM 7000 contents at the moment of the report is printed．This report lists the current list of enrolled users，columns status，dollar amount in each bill box，number of un－ known bills，dollar amount of manual safe drops，and to status of last modem report．

The STATUS REPORT also print prints other programmed information

## REPORTS

## Print Reports（cont．）

| User number \＆（USER NAME），if programmed，the data is for． | USER REPORT： <br> 005 （USER NAME） <br> FROM ACCOUNT＊12345678－901 | Account number and system ID |
| :---: | :---: | :---: |
| Date and Time report was run | $12 / 30 / 04$＠ $09: 25 \mathrm{AM}$ <br> O2 LOAD TOTAL $\$ 01256.50$ <br> OO ZERO TOTAL $\$ 00000.00$ <br> 01 DSBL TOTAL $\$ 00100.00$ | －Number of columns and dollar |
| Total dollar amount dispensed | 25 DISP TOTAL $\$ 00352.50$ | amount this user disabled |
| Number and type of transaction | 06 CRED TOTAL $\$ 00015.25$ <br> 04 CHEK TOTAL $\$ 00145.89$ | Dollar amount for this line item |
| Dollar amount accepted by remote bill acceptor，if configured | 01 REND TOTAL $\$ 01150.00$ <br> 04 DROP TOTAL $\$ 02898.00-$ <br>  TOTAL <br>  $\$ 04209.14$ | Dollar amount inserted through main bill readers |
|  | PICKUP \＄02545．50 | －Difference between drop total and dispensed total． |
| they could not be identified，and the system could not return it to the user | 01 FNAU COUNT | －This is the number of times a user tried to access a functions they were not authorized to use |
| NOTE：This is a sample USER |  |  | REPORT．The USER REPORT for your system may contain other totals depending on your system＇s configuration．

When the user presses the E key，the re－ port will be printed．When the report has finished printing，the next report selection will be displayed．

## User Name Report

$$
\begin{aligned}
& \text { USER NAME REPORT } \\
& \text { E = YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

The USER NAME REPORT（Figure 30）is a listing of all the currently enrolled user and the name．This report lists all users even if the name field is blank．

When the user presses the E key，the report will be printed．When the system is finished printing the report，the following screen is displayed．

$$
\begin{aligned}
& \text { PRINTED OK? } \\
& \text { E = YES } ⿻ 丷 木 大=\text { NO }
\end{aligned}
$$

Pressing the 米 key will reprint the report． Pressing E will display the next menu selection

## Detail Report

$$
\begin{aligned}
& \text { DETAIL REPORT } \\
& \text { E = YES } \quad \wedge=\text { NEXT }
\end{aligned}
$$

The DETAIL REPORT（Figure 31）is a chronological listing of every transaction performed on the system since the last END DAY REPORT．This report also in－ cludes a summary of the system＇s current status．The number of unknown bill and deny transactions are also printed at the end of the report．

## REPORTS

## Print Reports (cont.)



Figure 29a STATUS REPORT

## REPORTS

## Print Reports (cont.)



Figure 29b
STATUS REPORT

## REPORTS



Figure 29c
STATUS REPORT

## Detail Report (cont.)

Each transaction includes the following line items.

- Transaction number
- User number performing the transaction.
- Type of transaction performed.
- Dollar amount associated with the transaction
- Date and time of the transaction

There are also special transactions that may not include all of the line items listed. For example, the PWUP (turning the system on) would not include the user number, because the user pushing the switch is unknown. Another type of special transaction is the PGSF (program safe), which has more lines because a
transaction is generated each time a program change is made. If the user adds a user PIN, a PGSF transaction is created. This transaction identifies the user and what user number was added to the system.

At the end of the report is a summary of the system status of the at the time the report was run. This summary provides the follow information.

- Total loaded
- Total dispensed
- Number of any deny transactions
- Number of any FNAU transactions


## REPORTS

Print Reports (cont.)


Figure 30
USER NAME REPORT

## REPORTS

## Print Reports (cont.)



Figure 31a
DETAIL REPORT

## REPORTS

## Print Reports (cont.)



Figure 31b
DETAIL REPORT

## Print Reports (cont.)

When the system is finished printing the report, the following screen is displayed.

$$
\begin{aligned}
& \text { PRINTED OK? } \\
& \text { E Y YES } \text { 米= NO }
\end{aligned}
$$

Pressing the 米 key will reprint the report. Pressing E will display the next menu selection

## Shift report

## SHIFT REPORT <br> E=YES $\wedge=$ NEXT

A SHIFT REPORT (Figures $33-36$ ) is a printout of all user activity since the last SHIFT REPORT. This activity is reported by user. At the end of the report, a summary of the data is also printed. Only users that used the system during the shift is reported.

The SHIFT REPORT spans REMOVE CASH REPORT and depending on your configuration, may span an END DAY REPORT.

To print a SHIFT REPORT, press the E key at the SHIFT REPORT menu selection to display the following screen.

| CHECK PAPER |  |
| :---: | :---: |
| $\wedge=$ FEED | $E=P R I N T$ |

When this screen is displayed you have the opportunity to check the printer's paper supply. Pressing the $\wedge$ key will allow you to feed paper through the printer to verify that it is not jammed.

When you are satisfied that the printer has enough paper and that it is not jammed, press the E key.

When you press the $\mathbf{E}$ key the report will be printed.

When report is printed the next report selection will be displayed.

## End Day Report

## END DAY REPORT <br> E=YES $\quad \wedge=$ NEXT

The END DAY REPORT (Figures 29-32) is a clearing report summary of the entire business day.

When the report is ran and approved THE DATA IS CLEARED and transferred to the systems archive system for storage and future reporting. The printing of the END DAY REPORT not only clears it's data but also clears the transaction data printed when the DETAIL REPORT is ran. This report is only available once every 24 hours. The default time is 12 midnight but the time can be programmed as required for your business day.

When the END DAY REPORT menu selection is displayed, pushing the $\mathbf{E}$ key the report will be printed.

When the system is finished printing the report the following screen is displayed.

$$
\begin{aligned}
& \text { PRINTED OK? } \\
& E=Y E S \text { * }=\text { NO }
\end{aligned}
$$

Pressing the $*$ key will reprint the report. Pressing the $\mathbf{E}$ key will CLEAR AND ARCHIVE THE DATA and exit to the next report selection.

## NOTE: If the REMOVE CASH

REPORT is run and the END DAY REPORT has not been printed, the END DAY REPORT will automatically be printed prior to the REMOVE CASH REPORT. DEPENDING ON YOUR CONFIGURATION A SHIFT REPORT MAY ALSO BE PRINTED. Page 90

## Auto End of Day

The system can be programmed to auto－ matically perform the End of Day function． Programming allows the following options：
－Time of End of Day．
－Print a Shift Report and End of Day．
－Automatic End of Day，Full or Basic．
－Print the End of Day Report or simply archive and clear without printing．
－Allow override of the automatic function
See the programming section of the man－ ual for programming instructions．

## Automatic End of Day，Full

Because a user is not required to login to print the reports the system uses user 255 as the user number．
－In PRINT MODE，the system will auto－ matically print the End of Day report and if programmed，the Shift Report． Each report＇s data will be archived and cleared．
－In NON－PRINT MODE，the system will automatically archive and clear the End of Day report＇s data，and if pro－ grammed the Shift Report＇s data will also be archived and cleared．In this mode the system creates an AUTO END OF DAY COMPLETE receipt （Figure 32）

```
AUTO END OF AY COMPLETE
Trans# 01032
    11/20/00 @ 09:47 PM
```

Figure 32
AUTO EOD COMPLETE
－In OVERRIDE MODE，when the pro－ grammed time is reached the following message will be displayed：

## END OF DAY READY E＝START 米＝DELAY

－This message is displayed for five－ seconds．While displayed the system is also beeping．The user can delay the automatic end of day，by pressing the 米 key．If the user delays the function， they will be required to login．If they fail to login the message will be displayed again in 20 seconds．If they login the function will be delayed for five－minutes． After the five minute delay the message will again be displayed．This action can be repeated indefinitely，but each time the user delays the automatic end of day for five－minuets an OEOD transac－ tion is created．This transaction in－ cludes the user＇s number，name，date and time．This mode is available in both the print and non－print mode．

## Automatic End of Day，Basic

This mode only displays a reminder screen when the End of Day report is ready to be printed．

> | RUN END OF DAY |
| :--- |
| 米 = CONTINUE |

This screen is displayed each time the system returns to the date and time idle screen．When the End of Day report is run the reminder screen will no longer be dis－ played．

## REPORTS

| Print Reports (cont.) | $\begin{aligned} & \hline \text { SHIFT REPORT } \\ & \text { SHIFT } 2 \end{aligned}$ | Shift number |
| :---: | :---: | :---: |
| Account number and system ID | FROM ACCOUNT* 12345678-9012 |  |
| Shift end date and time | $\begin{aligned} & \text { Begin: 03/02/02 08:01A } \\ & \text { End : 03/02/02 03:58P } \end{aligned}$ | Shift start date and time |
|  | REPORT BY USER: 005 (USER NAME) | User who ran the report |
| User number \& (USER NAME), if programmed, the data is for. | USER REPORT: <br> 005 (USER NAME) |  |
|  | 02 LOAD TOTAL $\$ 01256.50$ <br> 00 ZERO TOTAL $\$ 00000.00$ |  |
| Total dollar amount dispensed | 01 DSBL TOTAL $\$ 00100.00<$ <br> 25 DISP TOTAL $\$ 00352.50$ | Number of columns and dollar amount this user disabled |
| Number and type of transaction | O6 CRED TOTAL $\$ 00015.25$ <br> O4 CHEK TOTAL $\$ 00145.89$ <br> O1 REND TOTAL $\$ 01150.00$ |  |
|  |  | Dollar amount inserted through drop only bill acceptor |
|  | 04 DROP TOTAL $\$ 00360.00$ |  |
|  | 01 UnKNOWN Bills |  |
|  | NET ADDED $\$ 00007.50<$ <br> END REPORT 005 (USER NAME) | Difference between drop total and dispensed total. |
|  | USER REPORT: <br> 124 (USER NAME) |  |
|  | 00 LOAD TOTAL \$00000.00 |  |
|  | 00 ZERO TOTAL $\$ 00000.00$ <br> 12 DISP TOTAL $\$ 00122.50$ |  |
|  | 09 CRED TOTAL \$00238.95 |  |
|  | 12 CHEK TOTAL \$01863.054 | Dollar amount for this line item |
| Dollar amount accepted by remote bill acceptor, if configured | 01 REND TOTAL $\$ 02340.00$ <br> 12 DONL TOTAL $\$ 01120.00$ |  |
|  | TOTAL $\overline{\$} 05 \overline{5} \overline{6} 2.00$ |  |
|  | 02 DROP TOTAL \$00152.00< | Dollar amount inserted through |
|  | O3 UnKNOWN BILLS | buy change bill acceptor |
| Number of bills stacked because they could not be identified, and the system could not return it to the user | NET ADDED \$00029.50 |  |
|  | End report 124 (USER NAME) |  |
|  |  | Shift totals. This is the total of all |
|  | $\begin{array}{ll}\text { O2 LOAD TOTAL } & \$ 01256.50 \\ \text { OO ZERO TOTAL } \\ \text { \$00000.00 }\end{array}$ | users by number of transaction |
|  | $\begin{array}{ll}\text { OO ZERO TOTAL } & \$ 00000.00 \\ 01 \text { DSBL TOTAL } \\ \$ 00100.00\end{array}$ | types, transaction type and total |
|  | 37 DISP TOTAL \$00475.00 | dollar amount for the transaction type |
|  | 15 CRED TOTAL \$00254.20 |  |
|  | 16 CHEK TOTAL $\$ 02008.94$ |  |
|  | $\begin{array}{ll}\text { O2 REND TOTAL } & \begin{array}{l}\text { \$03490.00 } \\ \text { 22 DONL TOTAL }\end{array} \\ \$ 03658.00\end{array}$ |  |
| Total dollar amount for this shift - | $\longrightarrow$ TOTAL $509441 \overline{1} .1 \overline{4}$ |  |
|  | 06 DROP TOTAL \$00512.00 |  |
|  | 04 UNKNOWN BILLS |  |
|  | NET ADDED \$00037.00 |  |
|  | DOOR ADD BALANCE COLUMN BALANCE |  |
|  |  |  |
| Figure 33 <br> ACTIVE SHIFT REPORT <br> (BUY CHANGE MODE) | MANUAL DROP BALANCE \$00253. $\mathbf{4 2}^{\text {- }}$ | Total dollar amount of all monies |
|  | SAFE GRAND TOTAL \$06809.42 END of shift report | -in the safe at the time of this report |


| Print Reports (cont.) | SHIFT REPORT SHIFT 2 | Shift number |
| :---: | :---: | :---: |
| Account number and system ID | FROM ACCOUNT\# 12345678-9012 |  |
|  | $\begin{aligned} & \text { Begin: 03/02/02 08:01A } \\ & \text { End : 03/02/02 03:58P } \end{aligned}$ | - Shift start date and time |
| Shift end date and time | REPORT BY USER: 05 (USER NAME) | - User who ran the report |
| User number \& (USER NAME), if programmed, the data is for. | USER REPORT: <br> 05 (USER NAME) |  |
|  | 02 LOAD TOTAL $\$ 01256.50$ <br> OO ZERO TOTAL $\$ 00000.00$ |  |
|  | 01 DSBL TOTAL $\quad \$ 00100.00$ | Number of columns and dollar |
| Total dollar amount dispensed | 25 DISP TOTAL \$00352.50 | amount this user disabled |
|  | 06 CRED TOTAL \$00015.25 |  |
| Number and type of transaction | 01 REND TOTAL \$01150.00 |  |
|  | 04 DROP TOTAL $\stackrel{\$ 02898.00}{\$ 04209.14}$ <br> 01 UNKNOWN BILLS | Dollar amount inserted through all drop bill acceptors |
|  | PICKUP (DROP-DISP) \$02545.50 END REPORT 05 (USER NAME) | Difference between drop total and dispensed total. |
|  | USER REPORT: <br> 24 (USER NAME) |  |
|  | 00 LOAD TOTAL \$00000.00 |  |
|  | 00 ZERO TOTAL $\$ 00000.00$ |  |
|  | 12 DISP TOTAL $\quad \$ 00122.50$ |  |
|  | 12 CRED TOTAL $\$ 00238.95$ <br> 12 CHEK TOTAL $\$ 01863.05$ | Dollar amount for this line item |
| Dollar amount accepted by remote bill acceptor, if configured | 01 REND TOTAL \$02340.00 |  |
|  | 02 DROP TOTAL $\quad \frac{\$ 01272.00}{\$ 05714.00}$ |  |
| Number of bills stacked because they could not be identified, and the system could not return it to the user | O3 UNKNOWN BILLS |  |
|  | PICKUP \$01149.50 |  |
|  | END REPORT 24 (USER NAME) |  |
|  | SHIFT TOTALS | Shift totals. This is the total of all |
|  | 02 LOAD TOTAL $\$ 01256.50$ <br> OO ZERO TOTAL $\$ 00000.00$ | users by number of transaction |
|  | 01 DSBL TOTAL $\$ 00100.00$ | types, transaction type and total |
|  | 37 DISP TOTAL $\$ 00475.00$ | dollar amount for the transaction type |
|  | 15 CRED TOTAL \$00254.20 |  |
|  | 16 CHEK TOTAL $\$ 02008.94$ |  |
|  | 02 REND TOTAL $\$ 03490.00$ |  |
|  | 06 DROP TOTAL \$04170.00 |  |
| Total dollar amount for this shift | $\longrightarrow$ TOTAL $\$ 09923.14$ |  |
|  | 04 UNKNOWN BILLS |  |
|  | PICKUP \$03695.00 |  |
|  | DOOR ADD BALANCE $\$ x X X X X X . X X$ | Total dollar amount of all monies -in the safe at the time of this report |
|  | COLUMN BALANCE $\$ X X X X X . X X$ <br> CASSETTE BALANCE $\$ X X X X X X . X X$ |  |
|  | MANUAL DROP BALANCE $\$ \underline{X} X X X X X X X$ |  |
| Figure 34 | SAFE GRAND TOTAL $\$ \times X X X X X . X X$ |  |
| ACTIVE SHIFT REPORT (STANDARD MODE) | END OF Shift report |  |

## REPORTS



## REPORTS



Figure 36
SHIFT REPORT (STANDARD MODE)

## REPORTS

## Print Reports (cont.)



Figure 37a
END OF DAY REPORT NORMAL SHIFTS (STANDARD MODE)

## REPORTS

## Print Reports (cont.)



Figure 37b
END OF DAY REPORT
NORMAL SHIFTS
(STANDARD MODE)

## REPORTS



## REPORTS



Figure 38b
END OF DAY REPORT
ACTIVE SHIFTS
(STANDARD MODE)

## REPORTS

## Print Reports (cont.)



Figure 38c
END OF DAY REPORT
ACTIVE SHIFTS
(STANDARD MODE)

## REPORTS

## Print Reports (cont.)



## REPORTS

## Print Reports (cont.)



## REPORTS



## REPORTS



## REPORTS

## Print Reports (cont.)



Figure 40c
END OF DAY REPORT
ACTIVE SHIFTS (BUY CHANGE MODE)

## REPORTS

Print Reports (cont.)

## User Load Report

> USER LOAD REPORT
> $E=Y E S \quad \wedge=$ NEXT
tube magazine. This display shows who loaded what tube and who loaded the last eight tubes dispensed. When you press the $E$ key, the report will be printed.
When the report has finished printing, the next report selection will be displayed.

This USER LOAD REPORT (Figure 41) selection allows you to print a report that graphically displays tubes loaded in the


Figure 41
USER LOAD REPORT

## Print Reports (cont.)

## Archive Reports

> ARCHIVE REPORTS
> $E=Y E S \quad \wedge=$ NEXT

The ARCHIVE REPORTS menu selection has several submenus that will allow you to print data stored in the system's memory. This information can be reprinted using various search definitions.

The system can reprint entire reports stored in memory or a single transaction type. The search can be by date or by date and user.

Up to 10,000 transactions can be stored in the system's memory. When the memory is full, the oldest transaction in memory will be deleted each time a new transaction is added.

When you press the $\mathbf{E}$ key at the ARCHIVE REPORTS screen, the first menu selection in the group will be displayed. Below is a list of the selections possible.

- Date User Report
- Date Trans Rept
- Detail Report
- Shift Report
- User Shift Report
- End Day Report
- Armorcar Report

NOTE: Depending on the system configuration, all of these options may not be available.

NOTE: With the exception of the DATE USER REPORT and the DATE TRANS REPT, if the daily report has never been run the archived version will not be available.

## Report Search Restrictions

DATE USER REPORT. Searches for user activity in a range of dates and/or times

DATE TRANS REPT Searches for transaction activity in a range of dates and/or times

DETAIL REPORT Searched by last report run, by date, and a range of dates and/or time

SHIFT REPORT Searched by last report run, by date, and a range of dates and/or time

USER SHIFT REPORT Searched by last report run, by date, and a range of dates and/or time

END DAY REPORT Searched by last report run, by date, and a range of dates and/or time

ARMORCAR REPORT Searched by last report run, by date, and a range of dates and/or time

Each of the reports selections will assume you have logged in, pressed the REPORTS key, scrolled to and pressed the ARCHIVE REPORTS key.

## Date User Report

## DATE USER REPORT <br> E=YES $\quad \wedge=$ NEXT

This report allows you to print a users totals You will be asked to enter a user number, a beginning date and time and an ending date and time.

## Print Reports（cont．）

Date User Report（cont．）
1．To run the DATE USER REPORT， press the $\mathbf{E}$ key at the following screen．

| DATE USER REPORT |  |
| :---: | :---: |
| E＝YES $\quad \Lambda=$ NEXT |  |

2．When the $\mathbf{E}$ key is pressed，the following screen is displayed．
ENTER USER\＃XXX
米＝END

3．Enter the three－digit user number on the keypad．When the number is en－ tered，the following screen is dis－ played．

| ENTER BEGIN DATE |
| :---: |
| $E=$ ENTER ＊$=$ CANCEL |

If you wish to exit，press the 类 key at any of the screens．

4．When you press the E key，the following screen is displayed．

| JAN－01－93 12：01A |
| :---: |
| $\wedge=$ MONTH E＝NEXT |

Use the $\boldsymbol{\wedge}$ or the $\vee$ key to select the correct starting month and press the $\mathbf{E}$ key．

5．When the $\mathbf{E}$ key is pressed，the following screen is displayed．

| MAR－$\underline{01}-93$ 12：01A |
| :---: |
| $\Lambda=$ MONTH $\quad E=N E X T$ |

6．Using the keypad and the $\wedge$ or the $\vee$ key，change the remainder of the date and time．Use the $\boldsymbol{\wedge}$ to select AM or PM．Press the $\mathbf{E}$ key when finished．

7．When the E key is pressed，the following screen is displayed．

## ENTER END DATE E＝ENTER ＊＝CANCEL

8．When you press the E key，the following screen is displayed．

$$
\begin{array}{r}
\text { JAN - } 01-93 \text { 12:01A } \\
\wedge=\text { MONTH E=NEXT } \\
\hline
\end{array}
$$

Use the $\boldsymbol{\wedge}$ or the $\vee$ key to select the correct ending month and press the $\mathbf{E}$ key to display the following screen．

> | MAR-01-93 12:01A |
| :--- |
| $=$ MONTH E=NEXT |

9．Using the keypad and the $\wedge$ or the $\vee$ key，change the remainder of the date and time．Use the $\boldsymbol{\wedge}$ to select between AM and PM．When you have made all your changes press the $\mathbf{E}$ key

10．When the $\mathbf{E}$ key is pressed the DATED USER REPORT（Figures 42 and 43）will be printed

11．When the report has finished printing the next menu selection will be displayed．

12．You can press the 米 key to return to the date and time screen．

## Date Trans Report

$$
\begin{aligned}
& \text { DATE TRANS REPORT } \\
& \text { E = YES } \quad \wedge=\text { NEXT } \\
& \hline
\end{aligned}
$$

The DATE TRANS REPORT follows the same setup procedure as the DATE USER REPORT．

## REPORTS

Print Reports (cont.)

| User number and (USER NAME), if programmed, for whom report was run <br> End search date and time | DATED USER REPORT FOR: - 15 (USER NAME) |  |
| :---: | :---: | :---: |
|  | FROM ACCOUNT* 12345678 | Account number and system ID |
|  | 12/10/04 @ 10:30 AM | Date and time report was run |
|  | $\begin{aligned} & \text { BEGIN: } 12 / 05 / 04 \text { 12:01A } \\ & \text { END : } 12 / 05 / 04 \text { 11:59P } \end{aligned}$ | Begin search date and time |
|  | 02 LOAD TOTAL \$01256.50 |  |
|  | $\begin{array}{ll}\text { OO ZERO TOTAL } & \$ 00000.00 \\ 01 \text { DSBL TOTAL } & \$ 00100.00\end{array}$ | -Number of columns and dollar |
| Total dollar amount dispensed Number and type of transaction | 25 DISP TOTAL \$00352.50 | amount this user disabled |
|  | O6 CRED TOTAL \$00015.25 | -Dollar amount for this line item |
|  | 04 CHEK TOTAL $\$ 00145.89$ |  |
| Dollar amount accepted by remote bill acceptor, if configured | $\begin{array}{ll}01 \text { REND TOTAL } \\ 04 \text { DROP TOTAL } & \$ 01150.00 \\ \$ 02898.00\end{array}$ |  |
|  | 04 DROP TOTAL ${ }_{\text {TOTAL }} \stackrel{\$ 02898.00}{\$ 02209.14}$ | Dollar amount inserted through main bill readers |
| Number of bills stacked because they could not be identified, and the system could not return it to the user | 01 UnkNown bills |  |
|  | PICKUP $\$ 02545$. | Difference between drop total and |
|  | end user report | dispensed total. |
|  | end dated user report | NOTE: This is a sample DATED USER REPORT. The |
|  | Figure 42 <br> DATED USER REPORT | may contain other totals depending on your system's configuration. |



Figure 43
DATED USER REPORT
(With NO Transactions)

Print Reports (cont.)
Date Trans Report (cont.)
REPORT except you are going to select a transaction type instead of a user. The date and time selection screens are exactly the same. The ENTER USER \# $\mathbf{X X}$ is replaced with the following screen.

$$
\begin{gathered}
\text { TRANS TYPE }=\text { DISP } \\
E=Y E S \quad \wedge=\text { NO }
\end{gathered}
$$

Use the $\wedge$ or the $\vee$ key to scroll to the transaction type and press the E key. Below is a list of the available transactions you can sort for. Descriptions of the different transactions are listed in Appendix E, at the rear of this manual.

| DISP | TILL | LOAD | LDFR | LDFS |
| :---: | :---: | :---: | :---: | :---: |
| ZERO | OPN2 | OPN3 | OPN1 | DADD |
| DROP | DONL | BMRK | CASH | COIN |
| CRED | CHEK | STMP | COUP | ENVL |
| ZREP | ATMP | DSBL | ENBL | RCSH |
| RMSD | DENY | FNAU | PWUP | PUDP |
| BREX | JAM | PUBR | SREP | DREP |
| UREP | CHNG | UBIL | PGSF | RLOG |
| REND | MODM | ERRO | STAT | DOPN |
| DCLO | AEOD | OEOD | STAC | ALL |

The BEGIN DATE AND TIME and the END DATE AND TIME selection screens are the same as the DATE USER
REPORT selection screens.
See Figure 44 for a sample DATE TRANS REPORT.

NOTE: Using the ALL transaction types will list every transaction in the selected time span.

## Report Reprints

The following reports are copies of the original reports.

- Detail Report
- Shift Report
- User Shift Report
- End Day Report
- Remove Cash Rpt

NOTE: Only the reports included in the configuration and that have been run will be available for printing.

You are allowed to search the system's archives using the following search criteria:

- Last report ran
- Find by date
- Find by time span (date \& time to date \& time)


## Print Last Report Run

1. Using the $\wedge$ or the $\vee$ key, scroll to the report you wish to print and press the $E$ key to display the following screen.
```
FIND LAST ONE
\(E=Y E S \quad \wedge=\) NEXT
```

2. Press the E key and the last report of the type selected will be printed

## Print By Date

3. If you want to print BY DATE at the FIND LAST ONE screen, press the $\wedge$ Key, and the BY DATE screen will be displayed. Pressing the E key will display the following screen.

> ENTER REPT DATE
> E = ENTER * $=$ CANCEL

## REPORTS

Print Reports (cont.)


Figure 44
DATED TRANS REPORT

## REPORTS

## Print Reports（cont．）

Report Reprints（cont．）
4．When you press the E key，the following screen will be displayed．

$$
\begin{gathered}
\text { DEC }-05-00 \\
\wedge=\text { MONTH } E=\text { NEXT }
\end{gathered}
$$

5．Use the $\wedge$ or the $\vee$ key to select the correct starting month and press the $\mathbf{E}$ key to display the following screen．

$$
\begin{array}{|c}
\hline \text { FEB }-\underline{05}-00 \\
\wedge=\text { MONTH E }=\text { NEXT }
\end{array}
$$

6．Using the systems keypad and the $\mathbf{\wedge}$ key or $V$ key，change the remainder of the date．When you have made all your changes，press the $\mathbf{E}$ key．

7．When the E key is pressed，the report will start to print．
NOTE：If there is more than one report found on the requested date， the following screen will be displayed．

| $X$ REPORTS FOUND |  |
| :---: | :---: |
| $E=P I C K$ | ＊$=$ CANCEL |

$\boldsymbol{X}$ is the number of reports of the type selected found on the requested date．

Press the E key and the following screen will be displayed．

$$
\begin{aligned}
& \text { FEB - 05-00 05:01P } \\
& \text { E=PRINT } \wedge=\text { NEXT }
\end{aligned}
$$

If this is the time of the report you are looking for，press the E key and the report will be printed．If not，press
the $\wedge$ key to view the next report time． Press 米 to exit

## Print Find In Timespan

8．If you want to print a report that may have been run during a particular time span，press the V key at the FIND LAST ONE screen and the following screen will be displayed．

$$
\begin{array}{|c}
\text { FIND IN TIMESPAN } \\
\text { E = ENTER } \text { 米= CANCEL } \\
\hline
\end{array}
$$

9．When you press the E key，the following screen is displayed．

$$
\begin{array}{|c|}
\hline \text { ENTER BEGIN DATE } \\
\text { E = ENTER } \text { 米= CANCEL } \\
\hline
\end{array}
$$

If you wish to exit press the 米 key at any of the screens．

10．When you press the E key，the following screen is displayed．

$$
\begin{aligned}
& \text { JAN - 01-93 12:01A } \\
& \wedge=\text { MONTH E=NEXT } \\
& \hline
\end{aligned}
$$

Use the $\boldsymbol{\wedge}$ or the $\vee$ key to select the correct starting month and press the $\mathbf{E}$ key．

11．When the E key is pressed the following screen is displayed．

$$
\begin{aligned}
& \text { MAR-01-93 12:01A } \\
& \wedge=\text { MONTH E=NEXT }
\end{aligned}
$$

12．Using the keypad and the $\wedge$ or the $\vee$ key，change the remainder of the date and time．Use the $\boldsymbol{\wedge}$ to select between AM and PM．When you have made all your changes press the $\mathbf{E}$ key．

## REPORTS

Print Reports (cont.)

Report Reprints (cont.)
13. When the $\mathbf{E}$ key is pressed, the following screen is displayed.

```
ENTER END DATE
E = ENTER * \(=\) CANCEL
```

14. When you press the E key, the following screen is displayed.

$$
\begin{array}{r}
\text { JAN - 01-93 12:01A } \\
\boldsymbol{\wedge}=\text { MONTH E=NEXT }
\end{array}
$$

Use the $\boldsymbol{\wedge}$ or the $\boldsymbol{V}$ key to select the correct ending month and press the $\mathbf{E}$ key.
15. When the E key is pressed, the following screen is displayed.

> MAR-01-93 12:01A
> ${ } }$
16. Using the keypad and the $\wedge$ or the $\vee$ key, change the remainder of the date and time. Use the $\wedge$ to select between AM and PM. When you have made all your changes, press the $\mathbf{E}$ key.
17. When the $\mathbf{E}$ key is pressed, the report will start to print.
NOTE: If there is more than one report found on the requested date, the following screen will be displayed.

X REPORTS FOUND
E=PICK * $=$ CANCEL
$X$ is the number of reports of the type selected found on the requested date.

Press the E key and the following screen will be displayed.

$$
\begin{aligned}
& \text { FEB - 05-00 05:01P } \\
& \text { E=PRINT } \wedge=\text { NEXT } \\
& \hline
\end{aligned}
$$

If this is the time of the report you are looking for, press the E key and the report will be printed. If not, press the $\wedge$ key to view the next report time. Press 米 to exit

## APPENDIX A

## Appendix A <br> Error Messages

The following is a list and description of the system's error messages.

## Dispensing Errors

## COLUMN EMPTY

 PLEASE RELOADCOLUMN DISABLED

CALL FOR SERVICE CANNOT DISPENSE

## FINISH DISPENSE

 TURN KNOB
## Bill Reader Errors

LRC NOT LOCKED

REMOVE BILL FROM BILL READER

BILL BOX FULL CALL MANAGER

BILL REJECTED

HOST READER X
NOT RESPONDING!!

This column is empty and must be reloaded. Select another column to dispense from. Contact the manager to reload the column.

You can not dispense from this column. Use the ENABLE COLUMN function to re-enable the column or contact the manager.

The system's optics may not be working properly. Contact you manager and or call your service provider.

Turn the dispensing knob within the next five seconds or the system will not allow you to dispense. If the knob was turned, the system may be having a problem. Contact your manager.

The bill acceptor's bill box is not locked. The box must be locked before the bill acceptor will function. If there is more than one bill reader in the system, the message will be followed by the bill acceptor's number.

A bill or other item is blocking the bill acceptor's input and needs to be removed.

This message can have two meanings. The bill box is within $80 \%$ of it's capacity, or the bill box is completely full. Use the status report to determine the problem.

The bill reader does not like the bill you are inserting. Try inserting the bill again and in another direction. The bill may be damaged. Return the bill to the customer and ask for another, or use the SAFE DROP function to deposit the bill.

One of the host bill readers did not respond to the log-on command. (The " X " is the bill acceptor number.)

## APPENDIX A

## Appendix A

## Bill Reader Errors (cont.)

CASH STATION X NOT RESPONDING!!

ALL READER(S) DOWN EXITING!!

READER(S) DOWN CALL SERVICE!!

One of the remote bill acceptors did not respond to the log on command. (The " X " is the bill acceptor's number.) Contact your manager or service provider.

All the bill acceptors are not responding. Contact your manager or service provider. NOTE: Bill box may be full or jammed.

One or more of the bill acceptors are not responding. Contact your manager or service provider. NOTE: The bill box may be full or jammed.

The bill acceptor is jammed. In most cases the bill acceptor will clear the jam by returning the bill to you. If the bill can not be returned, it will be stacked in the bill box and recorded as an unknown bill.

Your user number does not allow you to use the selected function. If you feel this is in error, contact your manager or system's programmer.

Because of you system's configuration, the selected function is not available.

The system has seen three attempts to log in without success. The system is now in a locked out condition. This lockout lasts for five minutes.

The safe's doors are now locked. They can not be opened until the time specified in the programming. NOTE: The armored car company using the remove cash key still has access to the doors.

This user is disabled. Any user class who can not enable or disable users is also locked out. This includes the remove cash function with the remove cash key.

## APPENDIX A

## Appendix A

## General Errors (cont.)

PRINTER JAM: RESET The printer is jammed or out of paper. Correct the condition $\wedge=$ FEED E = PRINT and press the $\mathbf{E}$ key to continue printing.

CLOSE \& LOCK DOOR NOW

## Report Errors

DATE/TIME OUT OF BOUNDS: RETRY

NO REPORT ON THAT DATE

END AFTER BEGIN IS REQUIRED

USER DOES NOT EXIST

NO REPORT WITHIN THOSE TIMES

## Programming

INVALID PIN
ALTER PIN

4 DIGITS ONLY PLEASE RETRY

INVALID PIN PLEASE RETRY

8 DIGITS ONLY PLEASE RETRY

The system is equipped with an open door alarm, and the door has been open too long. Secure the door to reset the alarm.

The date and time you entered is beyond the system's archives. Re-enter a new date and time.

The system did not find the report you requested on the date you specified.

The ending time you entered is before the beginning time you entered.

The user number you requested is not in any privilege class. Re-enter another user number.

The system did not find the report you requested in the time span you specified.

The system will not accept the PIN you entered. Select another number.

The number you are entering must be four digits long.

The system will not accept the PIN you entered. Select another number.

The number you are entering must be eight digits long.

The number you are entering must be two digits long. PLEASE

## APPENDIX A

## Appendix A

## Programming (cont.)

ENTER 5 DIGITS
PLEASE
MIN USER BIGGER
THAN MAX USER
CAN'T OVERLAP OTHER RANGES

MUST CHOOSE MORE PRIVILEGES

USER NOT IN ANY PRIV CLASS

GROUP MUST
CONTAIN A COLUMN
ALL COLUMN ASSIGNED ALREADY

The number you are entering must be five digits long.

The user number you are entering is too small. It must be larger than the max user number you entered.

The user number you are entering is in another user privilege class. Select another user number.

You must have at least one privilege in the class you are creating or modifying.

The user you are trying to program a PIN for a user that's not in any user privilege class. A user must be in a privilege class.

You cannot create a delay group without a column.

A new delay group cannot be created because there are no columns to assign to the new group.

## APPENDIX B

## Appendix B <br> Setup Sheets

The setup sheets on the following pages are provided for your record keeping. Complete each sheet and keep them in a secure place. These sheets are used if the system ever needed to be reprogrammed. The setup sheets should be updated each time the system is changed.

This is a complete list of setup options. Depending on you system's configuration some of these options may not be available

## APPENDIX B

Make copies of this table if more space is needed.

| User PIN Table |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| User | Name | PIN | User | Name | PIN |
|  |  |  |  |  |  |
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| Column Group Delay |  |  |
| :--- | :--- | :---: |
| Group \# | Column Numbers | Delay |
| Group \#1 |  |  |
| Group \#2 |  |  |
| Group \#3 |  |  |
| Group \#4 |  |  |
| Group \#5 |  |  |
| Group \#6 |  |  |
| Group \#7 |  |  |
| Group \#8 |  |  |
| Group \#9 |  | N/A |
| Group \#10 |  |  |
| Unassigned |  |  |


| TILL SETUP |  |
| :--- | :--- |
| Till Delay | Once every $\quad$ Hours |
| Column \#1 | Number of tubes: |
| Column \#2 | Number of tubes: |
| Column \#3 | Number of tubes: |
| Column \#4 | Number of tubes: |
| Column \#5 | Number of tubes: |
| Column \#6 | Number of tubes: |
| Column \#7 | Number of tubes: |
| Column \#8 | Number of tubes: |
| Column \#9 | Number of tubes: |
| Column \#10 | Number of tubes: |


| Tube Value Setup |  |  |
| :--- | :--- | :--- |
| Column \# | Tube Value | Contains |
| Column \#1 |  |  |
| Column \#2 |  |  |
| Column \#3 |  |  |
| Column \#4 |  |  |
| Column \#5 |  |  |
| Column \#6 |  |  |
| Column \#7 |  |  |
| Column \#8 |  |  |
| Column \#9 |  |  |
| Column \#10 |  |  |


| Door Delay Setup |  |  |
| :--- | :---: | :---: |
| Door | Name | Delay |
| Door \#1 |  |  |
| Door \#2 |  |  |
| Door \#3 |  |  |
| Open Window |  |  |

## APPENDIX B

## Appendix B

## APPENDIX B

Appendix B

| Privilege Class Setup |  |
| :--- | :--- |
| Privilege Class \# |  |
| Class Name |  |
| Min User |  |
| Max User |  |
| Cash Drop |  |
| Dispense |  |
| Safe Drop |  |
| Cash Exchange |  |
| Safe Exchange |  |
| Disp Till |  |
| Load Safe |  |
| Open Door |  |
| Remove Cash |  |
| Program Users |  |
| Disable Users |  |
| Hot Keys |  |
| User Reports |  |
| Shift Reports |  |
| CIr Reports |  |
| Modem |  |


| Privilege Class Setup |  |
| :--- | :--- |
| Privilege Class \# |  |
| Class Name |  |
| Min User |  |
| Max User |  |
| Cash Drop |  |
| Dispense |  |
| Safe Drop |  |
| Cash Exchange |  |
| Safe Exchange |  |
| Disp Till |  |
| Load Safe |  |
| Open Door |  |
| Remove Cash |  |
| Program Users |  |
| Disable Users |  |
| Hot Keys |  |
| User Reports |  |
| Shift Reports |  |
| Clr Reports |  |
| Modem |  |

## APPENDIX B

Appendix B

| Privilege Class Setup |  |
| :--- | :--- |
| Privilege Class \# |  |
| Class Name |  |
| Min User |  |
| Max User |  |
| Cash Drop |  |
| Dispense |  |
| Safe Drop |  |
| Cash Exchange |  |
| Safe Exchange |  |
| Disp Till |  |
| Load Safe |  |
| Open Door |  |
| Remove Cash |  |
| Program Users |  |
| Disable Users |  |
| Hot Keys |  |
| User Reports |  |
| Shift Reports |  |
| CIr Reports |  |
| Modem |  |


| Privilege Class Setup |  |
| :--- | :--- |
| Privilege Class \# |  |
| Class Name |  |
| Min User |  |
| Max User |  |
| Cash Drop |  |
| Dispense |  |
| Safe Drop |  |
| Cash Exchange |  |
| Safe Exchange |  |
| Disp Till |  |
| Load Safe |  |
| Open Door |  |
| Remove Cash |  |
| Program Users |  |
| Disable Users |  |
| Hot Keys |  |
| User Reports |  |
| Shift Reports |  |
| Clr Reports |  |
| Modem |  |

## APPENDIX C

## Printer Instructions

Armor Safe Technologies uses two different system printers. Because the paper loading and operation are different, both set of instructions are provided. You can determine your printers model number by looking on the bottom of the printer. Be sure to use the instructions for the printer in your system to prevent damage to the printer.

## APPENDIX C

## OMNI PRINT STP 100P



## LOADING PAPER

1. Open the printer cover and remove the used paper roll core if there is one.
2. Insert the paper roll as shown, feeding off the bottom.
3. Pull the end of the paper roll until the paper is over the front of the printer then close the printer cover.


The control panel has two buttons and two lights.

## Buttons

The control panel buttons perform paper feeding and on line functions
ON LINE Press the ON LINE button to receive data from the safe. The power LED should be steady when printer is on line.
FEED Press the FEED button once to advance paper one line. Press and hold the FEED button to continuously feed paper. The feed button will only work when the printer is OFF LINE, the power LED blinking.

## Indicator LEDs

POWER (green) The POWER LED is on when the printer is on. The LED is steady when ON LINE, ready to receive data. When blinking, the printer is OFF LINE and will only feed paper. NOTE: If the POWER and ERROR LEDs are both on check printer for power.
ERROR (red) The ERROR LED flashes when the printer is low or out of paper. If the ERROR LED is on steady the printer is in an error mode and need attention.

## Printer Test

The following procedure allows you to test the printers printing capability. This test DOES NOT test the interface or printer cable.

1. Turn the printer OFF ( 0 ) using the switch located on the back of the printer.
2. Press and hold the FEED button on the front of the printer.
3. While holding the FEED button, turn the printer ON (1).
4. Continue hold the FEED button until the printer starts printer. Release the FEED button once the printer starts printer.
The printer will print a short test showing the printers setting and character set.

## FOR MORE INFORMATION ON THE PRINTER PLEASE REFER TO THE MANUAL SUPPLIED WITH YOUR PRINTER.

## APPENDIX C



The control panel has only one button

$$
\begin{array}{ll}
\text { LF (Line Feed) } & \begin{array}{l}
\text { Press the LF button once to } \\
\text { advance paper one line. Press and } \\
\text { hold the LF button to continuously } \\
\text { feed paper. }
\end{array}
\end{array}
$$

## Indicator LEDs

POWER (green) The POWER LED is on when the printer is on. NOTE: If the POWER and ERROR LEDs are both on check printer for power.
ERROR (red) The ERROR LED is on when the HEADS-UP LEVER is in the up


## LOADING PAPER

1. Remove the printer cover by holding the printer body and lifting the back of the cover up and towards the front.
2. To remove the old roll. Lift the HEAD-UP LEVER. Cut the paper from the roll and pull the remaining paper through the print head. DO NOT pull the paper backwards.
3. Install the new roll by first cutting the end of the paper at a right angle.

4. Insert the end of the paper roll straight into the PAPER INSERTION SLOT. Set the paper roll in the paper holder. Lower the HEAD-UP LEVER. The paper will automatically feed. Replace the cover. Press the PAPER FEED BUTTON and feed about six-inches of paper. position or if the printer is in an error condition and need attention.

PAPER (red) The PAPER LED is on when the printer is running out of paper or it is incorrectly feed into the PAPER INSERTION SLOT.
PAPER (red) The PAPER LED is on when the printer is running out of paper or it is incorrectly feed into the PAPER INSERTION SLOT.

## Printer Test

The following procedure allows you to test the printers printing capability. This test DOES NOT test the interface or printer cable.

1. Turn the printer OFF (0) using the switch located on the side of the printer.
2. Press and hold the LF button on the front of the printer.
3. While holding the LF button, turn the printer $\mathrm{ON}(1)$.
4. Continue hold the LF button until the printer starts printer. Release the LF button once the printer starts printer.

The printer will print a short test showing the printers setting and character set.
FOR MORE INFORMATION ON THE PRINTER PLEASE REFER TO THE MANUAL SUPPLIED WITH YOUR PRINTER.

## APPENDIX D

## Bill Reader Information

The following page contain information for the two type of bill readers used by the CS 7000 series cash controller.

## APPENDIX D

## CashFlow Parts Listing



## APPENDIX D

## CashFlow Maintenance

Periodic maintenance can improve the performance and extend the working life of a bill acceptor. Additional attention may be required if the bill acceptor become inoperable due to a jammed object or acceptance rate fall below normal.

## Cleaning the Acceptor Module

Note: you MUST remove the Acceptor Module from the chassis to open the front sensor area. Forcing the bill path open without removing the Acceptor Module from the chassis will damage the connector board located at the rear of the Acceptor Module. Remember to turn off the safe when performing any cleaning.

Open the required safe door and turn the power to the safe off.

Release the Acceptor Module from the normal operating position by lifting the yellow bar.


Open the Acceptor Module unit by pulling forward and up on the yellow cap.


Clear the bill path area of any foreign object. Clean bill path and sensor areas as needed.

Reinstall by closing the Acceptor module and sliding it into chassis until the yellow bar locks in place


For stubborn dirt, a small amount of mild non-abrasive soap may be applied to a damp cloth. Make sure no streaks or residue from the cleaning product remains on the bill path.
Note: The bill acceptor does not require the use of a cleaning card. Never us a petroleumbased product to clean the bill acceptor. Petroleum based product will damage the bill path. Mild non-abrasive soap is preferred over alcohol.

## APPENDIX D

CashFlow Diagnostics Codes

## GREEN LED



## CASHFLOW DIAGNOSTIC CODES

The chart below indicates the 18 color-coded combinations of diagnostic LEDs on the acceptor module. For each color, there is a solid indicator and four flashing combinations. If multiple failure conditions occur, the most sever condition will be displayed

| $\otimes$ | GREEN conditions NO FAULT | No problem with the bill acceptor |
| :--- | :--- | :--- |
|  | YELLOW conditions SOFT FAULT | The operator can correct the issue at the safe |
|  | RED conditions HARD FAULT | One of the bill acceptor parts needs replacing |
|  | S = STEADY $\quad$ F = FLASH |  |


| LED <br> INDICATOR | STATUS | YOU NEED TO |
| :---: | :---: | :---: |
| S | Normal | Take no action |
| (e) | Disabled by safe interface | Turn the safe's power OFF then back ON |
| 5 \% | Disabled by interface | Turn the safe's power OFF then back ON |
| F) (3) | Reserved NOT USED |  |
| * (F) | Reserved NOT USED |  |


|  |  |  |  | Bill box not seated correctly or not installed | Reseat or install the bill box |
| :---: | :---: | :---: | :---: | :---: | :---: |
| F |  |  |  | Poor acceptance | Clean the bill acceptor |
| F | F |  |  | Jam in bill acceptor | Clear the jam from the bill acceptor |
| F | F | F |  | Jam in the bill box | Remove the bill acceptor and try to clear the jam |
| F | F | F | F | Reserved NOT USED |  |


| S | Bill box full | Replace with an empty bill box |
| :--- | :--- | :--- |
| F | Bill acceptor hardware fault | Replace the bill acceptor |
| F F | Interface board hardware fault | Replace the interface board |
| F F F | Reserved NOT USED |  |
| F F F F | Bill box memory fault | Replace the bill box |
| S S S | Hardware fault, acceptor not programmed | Program bill acceptor |
| F F | Hardware fault, acceptor not programmed | Program bill acceptor |
| F $A$ | Calibration mode | Insert programming coupon |

## CashFlow Coupon Configuration

1. Make a copy of the configuration coupon on the next page. Copies of the coupon MUST be the same size without distortion as the original.
2. Fill out the coupon using a \#2 pencil to fill in the circle for the desired options. For correct operation, all 10 lines MUST be completed. Fill in only ONE circle per line. Do not mark the back of the coupon
3. Complete lines 1 thru 7 to enable desired bill denominations. Fill in one circle for each denomination. Enable 1 or 2 way face up or 4 way acceptance (which allows acceptance in all directions.
4. Once the coupon has been filled out properly press and hold the MM button for one second. Upon releasing he button, the GREEN and YELLOW LEDs will start to flash.
5. Insert the coupon

ACCEPTED: If the coupon is accepted, the GREEN LED will flash rapidly.

REJECTED: If the coupon is rejected, the RED LED will flash rapidly. If rejected, retry coupon or try a new coupon. Review instruction to make sure no steps have been missed.

After the coupon is accepted or rejected the bill acceptor will automatically return to normal operating mode.


The sample coupon has been filled out to accept $\$ 1, \$ 2, \$ 5, \$ 10$ and $\$ 20$ dollar bills. The bill acceptor will reject $\$ 50$ and $\$ 100$ bills. The bill will be accepted in all four directions

## APPENDIX D

CashFlow Configuration Coupon


## APPENDIX D



NON-locking BILL BOX

## APPENDIX D

Mars 3900 series Flash Codes

## BILL ACCEPTOR BEZEL LED's and FLASH CODES

The Series 3000 bezel has two green LEDs above the opening of the bill path. These LEDs are on steady when the bill acceptor is ready to accept a bill. The LEDs will be off once a bill has been inserted, the acceptor in in calibration mode or the unit is in software download mode. The LEDs will repeat a flash code in a fixed patter (half seconds flashes separated by a two seconds off) to signal a particular code. These codes are listed below. (example "BILL PATH IS JAMMED flash code", is four half second flashes and two seconds OFF)

| FLASH CODE | REASON FOR FLASH CODE |
| :---: | :--- |
| 1 | NOT USED |
| 2 | ACCEPTOR IS DISABLED OR WAITING FOR INTERFACE |
| 3 | READY FOR COUPON |
| 4 | BILL PATH IS JAMMED (LOOK FOR BILL OR FOREIGN OBJECTS <br> STUCK IN THE BILL PATH) |
| 5 | LRC REMOVED OR LRC NOT HOME (CHECK BILL BOX LOCKING <br> KNOB, BOX MAY BE BAD) |
| 6 | ALARM MODE HAS BEEN ACTIVATED |
| 7 | TOP OF STACKER SWITCH IS STUCK (CHECK FOR STUCK BILL <br> IN STACKER OR STUCK SWITCH) |
| 9 | BILL HELD IN ELEVATOR / NO PUSH MODE (CHECK FOR BILL <br> STUCK IN STACKER ASSEMBLY) |
| 9 | AIR CALIBRATION FAILURE. (TURN THE POWER ON AND OFF. <br> ACCEPTOR MAY NEED CLEANING) |
| 10 | ACCEPTANCE RATE IS BELOW 85\% |
| RAPID BLINKING | BILL BOX FULL (EMPTY OR CHANGE THE BILL BOX. MAY ALSO <br> INDICATE A BILL JAM.) |

## APPENDIX E

## System Transaction Types

The following is a list of all the transaction types used in the system. Theses transactions are printed on the Detail Report.
Each of these transactions can be printed using the Date Trans Report using the system's archive reports.

## APPENDIX E

## System Transaction Types

DISP Dispense transaction showing the dollar amount and which column was dispensed
TILL Dollar amount the user dispensed for a till drawer. The DISP verifies what was programmed to dispense

LOAD Load transaction including the column and dollar amount loaded

LDFR Load For transaction. This transaction show the user number who loaded the safe, the user credited with the load

LDFS Load From Safe transaction. This transaction show the user number who loaded the safe.

ZERO Shows when the tube magazine's totals were cleared

OPN2 Inner door being opened
OPN3 Bill door being opened
OPN1 Safes main door being open.
DADD Door Add transaction.
DROP bill being inserted into the bill acceptors.

DONL Bill being inserted into a bill acceptor that is allowed to take only deposits

BMRK Bookmark transaction
CASH Manual safe drop cash transaction
COIN Manual safe drop coin transaction
CRED Manual safe drop credit transaction

CHEK Manual safe drop check transaction

STMP Manual safe drop stamp transaction

COUP This is a manual safe drop coupon transaction

ENVL Manual safe drop envelope transaction

ZREP Clearing transaction
ATMP Attempted dispense transaction

DSBL Column disable transaction (always be preceded by three attempt transactions for the same column)

ENBL Enable column transaction

RCSB Remove cash transactions for the bill boxes

RMSD Remove manual safe drop transaction

DENY Transaction that has a user of XX (shows that the system locked itself out because three incorrect PINs were entered in a row)

FNAU Function Not Authorized transaction. This transaction show the function the user tried to access and their user number

PWUP Power-up transaction (shows a user of XX and the date and time the system was turned on)

PUDP Power-up transaction (always preceded by a PWUP transaction). This transaction was created because the system was powered down while in a insert bills mode. This transaction shows who was logged on at the time the system was powered down and the dollar amount of the transaction.

## APPENDIX E

## System Transaction Types

BREX bill acceptor exiting error. The bill acceptor shut down because of some type of error

JAM Acceptor had a problem with a bill NOTE A BILL JAM message was displayed when the problem occurred.

PUBR Bill acceptor shut down while a bill was in escrow and before it was stacked. The transaction will show who was logged on at the time and the dollar amount that was stacked.

SREP When the shift report was run and by whom.

DREP Detail Report transaction

UREP User report transaction

CHNG Change transaction when a buy change bill reader is in the system. Amount is the difference between the dollar amount inserted and the dollar amount dispensed.
UBIL Unknown or unrecognized bill transaction showing the user number and what bill acceptor the bill was inserted into.

PGSF Program safe transaction showing the user number and what they changed in the system.
RLOG Remote logon transaction showing the remote number, user number, date and time when they logged on the remote.

RLOG Remote logon transaction showing the remote number, user number, date and time when they logged on the remote.
REND Cash station receipt transaction showing what user logged off, the date, time, and dollar amount.

MODM Modem transaction followed by type of transfer completed.

ERRP Internal error transaction used by customer service.

STAT Status Report transaction showing the user, date and time a status report was ran.
DOPN Show when the door was physically opened.

DCLO Show when the door was physically closed.

AEOD Transaction showing when Automatic End of Day was ran

OEOD Override Automatic End of Day transaction showing when and who temporarily stopped report from printing.

STAC Start Remove Cash with Key. This transactions indicates the user started the Remove cash routine but did not complete by turning the key on the host safe. User had access to remote and side doors if the key was present.
ALL This selection will list all transactions for the selected period.


