

# Operations Quick Reference

The following procedures should be performed from the normal weigh mode. Some procedures require a password. When prompted, enter your password.

**Recalling a PLU** On the Operations Keyboard, enter the PLU number then press the PLU key or press the appropriately programmed Speed Key. To clear the PLU simply press the blue C key.

## **Accessing Speed Key Levels (Method 1 –SPEC 073 = 0)**

To access the second level, press the Speed Key twice within one second. To access the third level, press the Speed Key three times within one second.

## **Accessing Speed Key Levels (Method 2 – SPEC 073 = 1)**

To access the second level, press the number 2 key then the desired Speed Key. To access the third level, press the number 3 key then the desired Speed Key.

**Weigh Mode PLU Operation** Recall the desired Weigh Mode PLU. Place commodity on the platter. For Manual Print press the PRINT key, for Auto Print a label will automatically be issued.

**Misc Weigh Mode PLU Operation** Press the MISC WEIGHT key. Enter the Unit Price using the number keys. Place commodity on the platter. For Manual Print press the PRINT key, for Auto Print a label will be automatically issued.

**Non Weigh Mode PLU Operation** Recall the desired Non Weigh Mode PLU. Enter the Quantity being purchased and press the PRINT key. To clear the PLU press the blue C key.

**Misc Non-Weigh Mode PLU Operation** Press the MISC NON-WEIGHT key. Enter the Quantity and press the FOR key. Enter the Unit Price and press the PRINT key. To clear the PLU press the blue C key.

**By Count Mode PLU Operation** Recall the desired By Count Mode PLU. Enter the Quantity being purchased and press the PRINT key.

**PrePack Mode** The Prepack Mode is only available for Weigh Mode items. To enable the Prepack Mode press the PREPACK key. (The tri-mark above Prepack on the display filter should be illuminated.) Recall the desired Weigh Mode PLU. Place a commodity on the platter and a label will automatically be issued. Remove the commodity and the label and the recalled PLU will remain so that you can weigh another commodity.

To speed up the process you could recall the Weigh Mode PLU, place the commodity on the platter and after the label is issued remove the commodity and place another commodity on the platter and then remove the label. A label will then be issued for the second commodity that you just placed on the platter. Then repeat the process for all remaining commodities.

**Save Mode** To enable the Save Mode press the SAVE key. (The tri-mark above Save on the display filter should be illuminated.) With the Save Mode enabled the PLU information will remain after the label is issued. To clear the PLU information press the blue C key once for Weigh Mode PLU's and twice for Non-Weigh and By Count PLU's.

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The following procedures should be performed from the normal weigh mode. Some procedures require a password. When prompted, enter your password.

**Temporary Price Changes (Weigh Mode)** Recall the desired PLU. Press the OVERRIDE key. (If prompted, enter the password.) Enter the new Unit Price. Place commodity on the platter. For Manual Print press the PRINT key, for Auto Print a label will automatically be issued.

**Temporary Price Changes (Non Weigh Mode)** Recall the desired PLU. Press the OVERRIDE key. (If prompted, enter the password) Enter the Quantity then press the FOR key. Enter the new Unit Price and press the PRINT key.

**Temporary Price Changes (By Count Mode)** Recall the desired PLU. Press the OVERRIDE key. (If prompted, enter the password) Enter the Quantity that is being purchased then press the FOR key. Enter the Quantity the item is priced by and press the FOR key. Enter the new Unit Price and press the PRINT key.

**Manual Tare Entry** To enter a Tare weight manually, make sure there are no PLU's recalled (scale is at all zeroes). Enter the weight using the number keys and then press the TARE key. To clear the Tare weight press the blue C key.

**Weighed Tare Entry** To enter the Tare weight of a container, make sure there are no PLU's recalled (scale is at all zeroes). Place the container on the platter and press the TARE key. To clear the Tare weight, remove the container and press the 0 key followed by the TARE key.

**Tare Override** To override a Tare Weight already programmed in a PLU, recall the PLU then press the OVERRIDE key then the TARE key. Enter the desired Tare Weight using the number keys and press the TARE key.

**Changing Print Modes** The default Print Mode is Manual. To change to the Auto Print Mode press the AUTO key. The tri-mark above AUTO in the seven segment display should be illuminated. To return to the Manual Print Mode simply press the AUTO key again.

**PLU Type Change (Weigh Mode to By Count Mode)** Recall the desired Weigh Mode PLU. Press the FOR key and the PLU is now a By Count PLU. Enter the Quantity for purchase and press the FOR key. Then enter the Quantity the item is priced by and press the FOR key. Then enter the Unit Price and press the PRINT key.

**Printing Multiple Labels** Multiple Label printing is ONLY available for Non Weigh and By Count type PLU's. Recall the desired PLU. Press the PRESET COUNT key. Enter the desired number of labels to print and press the PRINT key. Labels will be issued.