

IX series

Retail Counter Scale



Quick User Guide

This booklet describes the functions you need to start using your scale immediately. For further detail and more advanced functions consult the User Instructions on the CD provided.

ENGLISH



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IMPORTANT

When programming or configuring the equipment you must ensure that you comply with all relevant standards and legislation. The example settings given in this book may not be legal for trade with the public.



Declaration of Conformity

Manufacturer	Avery Berkel
Type	IX series
No. of EC type approval certificate	UK2708

corresponds to the requirements of the following EC directives:

Non–Automatic Weighing Instruments	Directive 90/384/EEC ¹
EMC Directive	EMC 89/336/EEC
Low Voltage Directive	LVD 73/23/EEC

The applicable harmonised standards are:	EN60950, EN50081–1, EN50082–1
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Note 1 : This declaration is only valid if the non–automatic weighing instrument was verified by the manufacturer **or** with a certificate of conformity issued by a notified body.

A copy of the original signed declaration for this instrument is available from:

Avery Berkel Limited, Foundry Lane, Smethwick, West Midlands B66 2LP England

Safe installation

For your protection, all mains (110V or 230V) equipment used where damp or wet conditions may occur, must be supplied from a correctly fused source and protected by an approved RCD to BS7071 or BS7288 or IEC1008-2-2 BS EN 61008:1995.

The mains plug must be inserted into a socket outlet with a protective earth contact. The electrical supply at the socket outlet must provide over-current protection of an appropriate rating.

Pluggable equipment must be installed near an easily accessible socket outlet. Permanently connected equipment must have a readily accessible disconnect device incorporated in the fixed wiring.

To avoid the possibility of electric shock or damage to the machine, always switch off the machine and isolate from the power supply before carrying out any routine maintenance.

To avoid the risk of the machine falling, where applicable, ensure that it is placed securely on a flat and level surface.

Safe use

Caution - Cleaning the machine

Harsh abrasives, solvents, scouring cleaners and alkaline cleaning solutions, such as washing soda, should not be used especially on the display windows. Under no circumstances should you attempt to wipe the inside of the machine.

The outside of standard products may be wiped down with a clean cloth moistened with water containing a small amount of washing up liquid.

Safety

For your protection, all mains (110V or 230V) equipment used where damp or wet conditions may occur, must be supplied from a correctly fused source and protected by an approved RCD to BS7071 or BS7288 or IEC1008-2-2 BS EN 61008:1995. IF IN DOUBT SEEK ADVICE FROM A QUALIFIED ELECTRICIAN.

To avoid the possibility of electric shock or damage to the machine, always switch off the machine and isolate from the power supply before carrying out any routine maintenance.

Training

Do not attempt to operate or carry out any procedure on a machine or network unless you have received the appropriate training or read the instructions books provided.

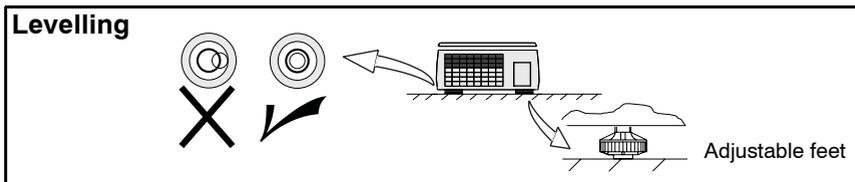
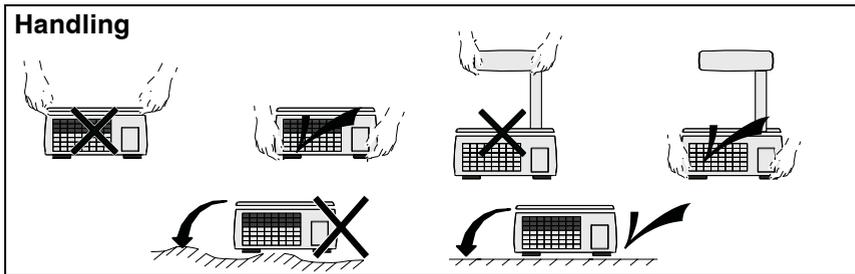
Ergonomics

To avoid the risk of RSI (Repetitive Strain Injury) it is important to ensure that the machine is placed on a surface that is ergonomically satisfactory to the user. It is recommended that frequent breaks are taken during prolonged usage.

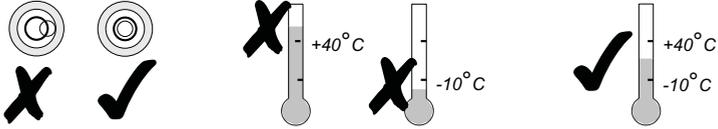
EMC compliance

This is a class A product. In a domestic environment, this product may cause radio interference in which case the user may be required to take adequate measures.

Installation

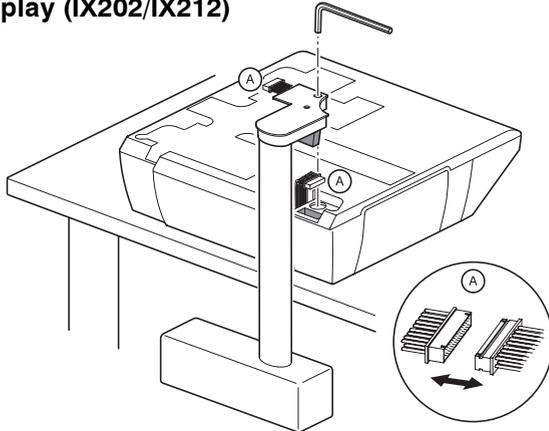


Legal requirements



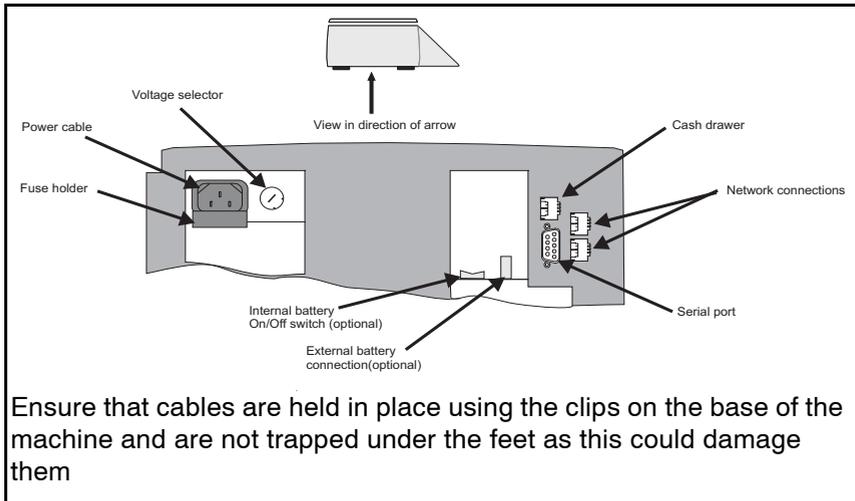
Fitting the tower display (IX202/IX212)

Remove weigh pan



Ensure that cables are not trapped when screwing down the plate.

Connections



Ensure that cables are held in place using the clips on the base of the machine and are not trapped under the feet as this could damage them

External battery

If your machine is powered from an external battery, you must connect the battery to switch on the machine and disconnect it to switch off using the battery cable supplied. Check that the red lead goes to the positive terminal and the black lead goes to the negative terminal.

Internal battery backup (optional)

The internal battery provides short term protection in the event of a power supply failure. The change over to battery power supply is completely automatic as long as the separate On/Off switch for the internal battery is set to ON.

This switch should be ON at all times while the machine is connected to the mains power supply.

If the machine is not connected to a mains power supply the battery switch must be OFF

Before you begin

You can find comprehensive instructions for using your machine in 'User Instructions' on the CD that accompanies the machine. The instruction books include all the functions available across the range of IX machines. This means that some of the functions may not be available at your machine. You should ignore those sections which do not apply.

Keyboard overlay

Your machine is fitted with a reversible keyboard overlay. You need to display the manager overlay in order to program the machine.

1. Hold the overlay by the tab and slide it down to remove it from behind the clear protective cover.
2. Reverse the overlay to reveal the programming side.
3. Slide the top edge of the overlay up under the protective cover until the bottom edge rests on the supports.

Function keys (sales keyboard)



Resets an out of balance scale.



Subtracts the weight of the container when weighing goods.



In **receipt** mode, retains the PLU until the transaction is entered.

Retains a tare, if in operation, until it is cancelled.

In **label** mode, the PLU is retained until it is cancelled.

Sets the machine to pre-pack if the machine configuration allows it.



Cancels a PLU or hand entered price.

Depending on the function in use, clears messages or characters from the display.



In **receipt** mode, when the subtotal is displayed, prints a receipt.

In **label** mode, prints a label.



Confirms data entry.

Enables you to change the number of items when serving non-weighed items.



Enables you to change the programmed price of a PLU.



Cancels an unwanted transaction from an operator subtotal.

In **label** mode, when set to print totals labels only for ADD key transactions, it cancels an unwanted transaction from the subtotal.



Depending on machine configuration, allows totals labels or totals and individual labels to be printed.



Selects the other price base when entering the price of an open, weighed PLU or a hand entered pricee



Enables you to enter the price of a non weighed item.



Switches the scale to or from hand price or PLU operation.



Initiates a display test sequence.

Pressed again during the test sequence prints a test report.
Press operator key and type in PIN during test sequence to gain access to Manager Mode.

Press and hold  for three seconds to switch on the machine.

Press and hold  for three seconds to switch off the machine.

Programmable keys

The white, numbered, keys on the sales keyboard are programmable keys. You may assign dedicated keys such as PLU, Operator and Payment keys to any of the programmable keys.

Selecting label/receipt mode (not IX110 and IX212)

Operator mode



Label
or
Receipt



Select other mode

Basic programming

Entering manager mode



888888	88888888
888888	88888888



Operator Num	1
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During test display



7	8	9
4	5	6
1	2	3
0		



Manager Mode

PIN

Exiting manager mode

To exit Manager Mode: 

Operator PIN

The default operator number is 1 and the default operator PIN is 4296.

For added security, give each operator a PIN that is different from the one set up.

Manager Menu

The complete programming menus for the IX model that you have can be found on the separate sheet supplied with the machine.

This guide shows you the keys you should use to move around the menu system and select menu items.

Your programming keyboard overlay has keys that allow you to go directly to some of the menu items.



Move to menu item below.
Select menu item displayed.



Move to menu item above.



Move to top level of menu.

When at top level of menu, return to operator mode.



Move across menu items.



Move up one level.

PLU Create/edit quick save



Save data entered up to this point.

To exit Manager Mode from within a menu



X 2

Programming products

The minimum product information required for you to be able to use your scale is PLU number and unit or item price. However, it is useful to program a brief description for the display text, and a label format if you are using label mode.

When creating the PLU you can either:

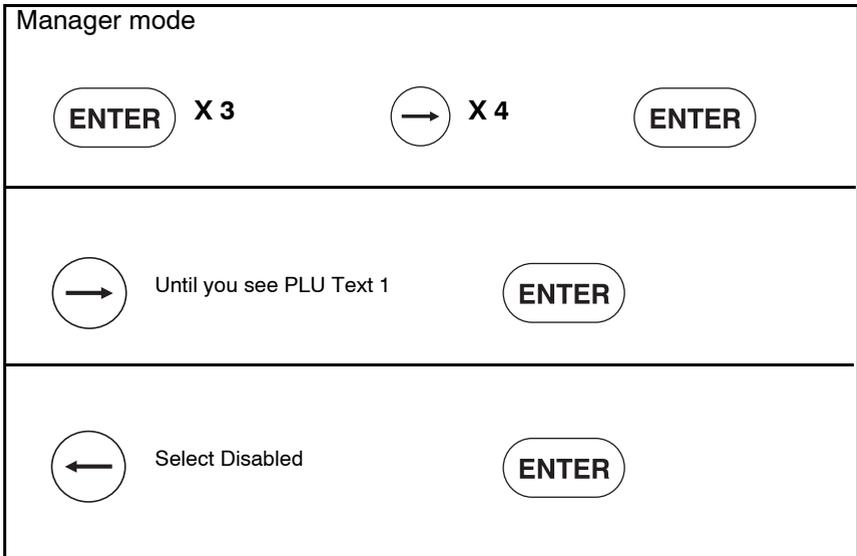
ignore prompts for options you do not wish to use (just press enter)

or:

you can customise the Create/Edit PLU menu so that only those options that you want to use appear on the display when you are creating or editing a PLU.

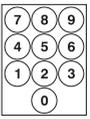
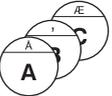
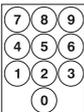
Customising the PLU menu

The instructions given here describe how to disable PLU Text 1 but any of the options displayed can be disabled or enabled in the same way.

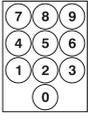


Create/edit PLU

*Example: Programming PLU record with description and price.
All other options disabled. See previous page.*

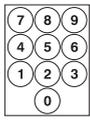
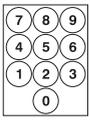
<p>Manager mode</p> 	 <p>PLU number</p>	
 <p>PLU display text</p>		 <p>Select unit/item price</p>
 <p>Unit/item price</p>		 <p>Assign PLU key</p>

Assigning PLU keys

<p>Manager mode</p> 	 <p>PLU number</p>		 <p>Assign PLU key</p>
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Changing prices

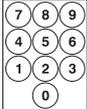
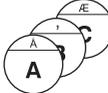
Use this function if you want to change only the unit/item price

<p>Manager mode</p> 	 <p>PLU number</p>		 <p>New price</p>	
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Programming operators

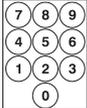
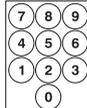
Manager mode

 X 2  

Operator number
0 - 8

Operator name

PIN

Re-enter PIN

Security level
0 - 2

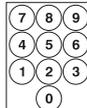
Trading/Training

Logged On/Off

Assigning operator keys

Manager mode

Operator number
0 - 8

Assign Operator Key

Assigning payment keys (not IX110 and IX212)

Example: Assigning payment key 1 (cash)

<p>Manager mode</p> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  System Data </div> <div style="text-align: center;">  X 3 Machine Setup </div> </div>
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  X2 Standard Assign </div> <div style="text-align: center;">  ECR Assign </div> </div>
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  Payment </div> <div style="text-align: center;">  Payment Key No. </div> </div>
<div style="display: flex; align-items: center; justify-content: center;"> <div style="text-align: center; flex: 1;"> <p>Enter required payment key number (1)</p>  <p>1 - 5</p> </div> <div style="text-align: center; flex: 1;"> <p>Assign payment key</p> </div> </div>

Basic operations

Receipt machines

Assigning transactions

Sales mode



0,500kg	£ 2,50
	£ 1,25



1	£ 1,25
Maria	

Assign transaction

Printing receipts

Sales mode



9	£ 17,75
Maria	





To display sub-total

Counter receipts

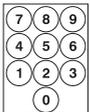
If your machine is operating in receipt mode (e.g. IX110 and IX212 machines) but not in PoS mode you can print a counter

receipt. Press .  to print the receipt.

Displaying customers' change

You can display the change required by a customer while the receipt is being printed.

Sales mode

 9 £ 17,75 

To display sub-total Amount tendered while operator sub-total displayed

Amount £ 17,75  Change £ 12,25 

£ 17,75

Voiding a transaction (not IX110 and IX212)

Sales mode

   X?   

Display op. subtotal Press until you see the transaction you want to void

Voiding last transaction (IX110 and IX212)

Sales mode

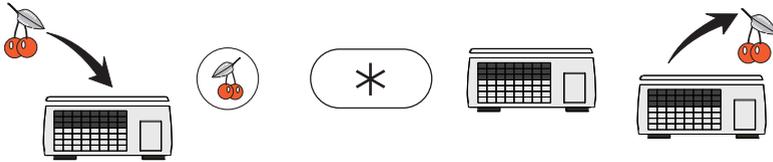
   X?   

Display op. subtotal Press until you see the transaction you want to void

Label machines

Printing labels

Sales mode



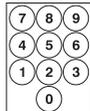
Operator functions

Using the override key

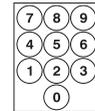
Sales mode



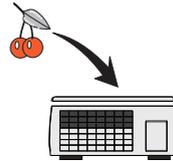
or



PLU number

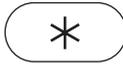


New price



Receipt mode

or



Label mode

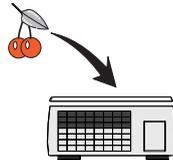


Using the FIX key

Sales mode



PLU and/or Tare



Receipt mode

or

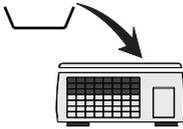


Label mode



Using a tare

Sales mode

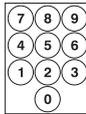


Zero
Net

0,000kg £ 00,00



or



Zero
Net

0,895kg £ 1,20

£ 1,07



PLU number



or



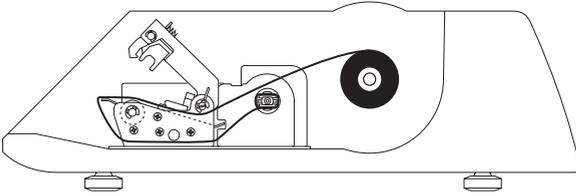
Receipt mode

Label mode

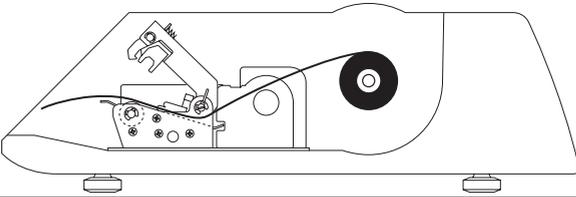


Paper route

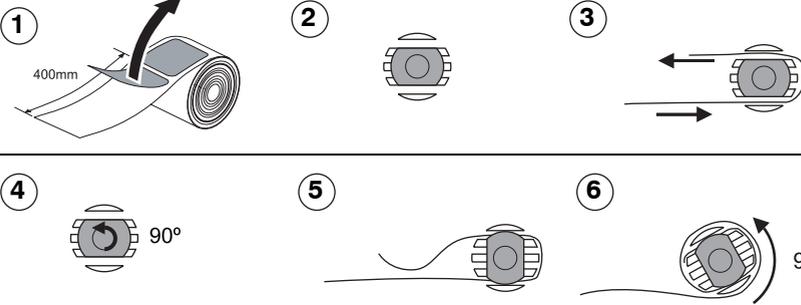
Labels with backing rewound



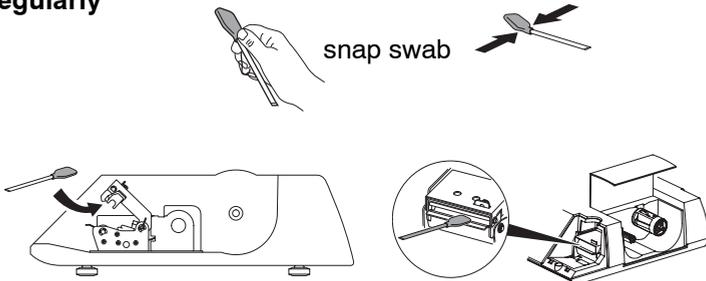
Continuous paper Receipts and reports



Rewinding the backing paper (labels)



Clean regularly



This document contains a general guide only of the product and shall not form part of any contract unless specifically agreed by Avery Berkel Limited in writing in each case on the Order Acknowledgement. The specification of the products described herein may vary from time to time and may be altered without notice.

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