

HOW TO USE CASH REGISTER

1) Type in amount on register (ex- \$ 1.50—type in 150) {Do Not Enter decimal}

(use numbers keys the finger is touching)

2) Then choose tax or non-tax and press that button

A—Sale Tax touch key #1 (in gray (to Right of black number Keys)

It is bottom left gray key

B— Acct No Tax key # 2 (next to bottom left)

C— Service key # 3 (to left 3rd from bottom)

D— Rental key # 4 (on left side top gray key)

E— Upgrade key # 5 (bottom key on right of gray keys)

3) Last choose how customer is paying and push that button

(Cash (CA bottom right black keys) , Check (3rd key from bottom of right black keys , or Credit Card the key between the check and cash keys)

4) then register drawer will open

(If you need to open register without the N/S Button)

If NS button is pressed, must notate on receipt tape why drawer was open w/your initials

