

# Programming Manual



You can help improve this manual by calling attention to errors and by recommending improvements. Please convey your comments to the nearest Ishida Company regional representative.

**Thank you!**

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## SAFETY CONSIDERATIONS

To ensure safe operation, the general safety considerations below must be followed.

### **Grounding**

This instrument is a Class 1 device which requires protective grounding for safe operation.

To avoid potential shock hazards, a protective grounding conductor for the instrument must be securely connected to the main grounding provision by qualified service personnel.

### **Do not remove covers or enclosures**

To avoid personal injury and shock, do not open or remove any covers or enclosures of the instrument unless specified in the manual.

### **Do not perform unspecified maintenance**

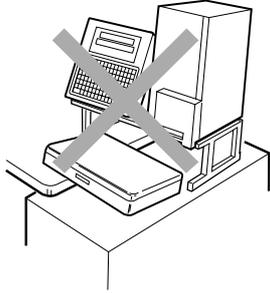
For your personal safety, do not perform any maintenance procedures which are not specified in the manual.

### **Disconnect power supply before servicing**

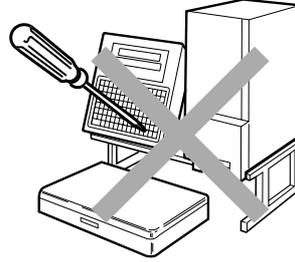
To ensure your personal safety, disconnect the power supply before servicing.



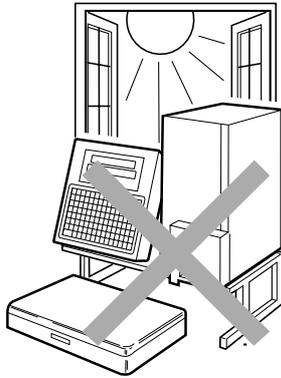
## CAUTIONS FOR USE



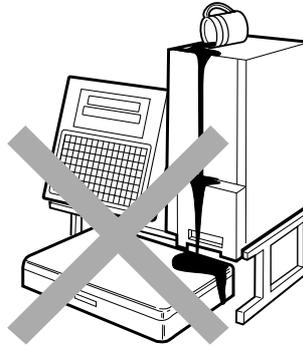
- ▶ Always operate the scale on a level surface.



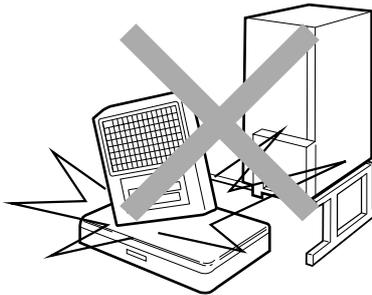
- ▶ Do not disassemble the scale.



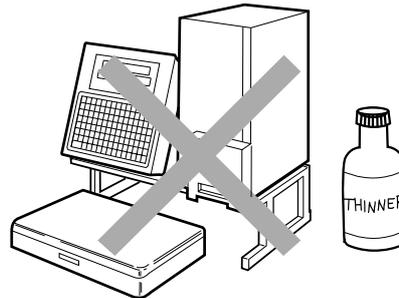
- ▶ Do not expose the scale to direct sunlight for long periods.



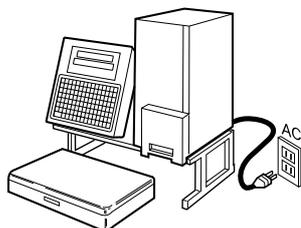
- ▶ Do not allow any liquids to come into contact with the scale or terminal.



- ▶ Do not drop or apply a strong shock to the scale.



- ▶ When cleaning the scale, only use a soft dry cloth or a cloth wetted with a neutral cleanser. Never use thinner or other volatile liquids.



**Always operate the scale with the same rated AC power supply shown on the specification plate.**

# Contents

## Chapter 1: Program Keys

1.1	Program Key Sheet .....	2
1.2	Program Function Keys .....	3
1.3	Speed Function Keys .....	4
1.4	Text Editing Keys .....	5

## Chapter 2: Total Reports

2.1	Total Reports .....	8
2.2	Total Mode .....	8
2.3	Present Report .....	9
2.4	Daily Total Report .....	10
2.5	Weekly Total Report .....	13
2.6	Monthly Total Report .....	16
2.7	Hourly Total Report .....	19
2.8	Periodical Total Report .....	20
2.9	Operator Total Report .....	21
2.10	Week Total Report .....	22
2.11	Total Clear .....	23
2.12	Daily Total Report (Label) .....	24

## Chapter 3: Programming

3.1	PLUs .....	26
3.2	Deleting PLUs .....	34
3.3	Price Change File .....	35
3.4	Extra Message File .....	39
3.5	Coupon Message File .....	41
3.6	Date and Time .....	43
3.7	Store Names and Addresses .....	44
3.8	Preset Keys .....	46
3.9	Printing PLU/Message Information .....	48
3.10	Department Codes and Names .....	50

3.11	Group Codes and Names .....	52
3.12	Operator Codes and Names .....	54
3.13	Advertisement Messages .....	56
3.14	Campaign Files .....	59
3.15	Other Programming .....	61
3.16	Setting On-line/Off-line .....	63
3.17	Master File Downloading .....	64
3.18	Nutrition Files .....	67
3.19	Changing Unit Price/Fixed Price .....	73
3.20	Label Format Selection .....	74

#### **Chapter 4: Text Editing**

4.1	7-Segment Indicators .....	76
4.2	Character Size .....	76
4.3	Text Editing Keys .....	77
4.4	How to Create/Edit Text .....	78
4.5	How to Reverse Text .....	79
4.6	How to Change Characters .....	81
4.7	How to Change Characters .....	82
4.8	How to Delete Characters .....	83

# Chapter 1

## PROGRAM KEYS

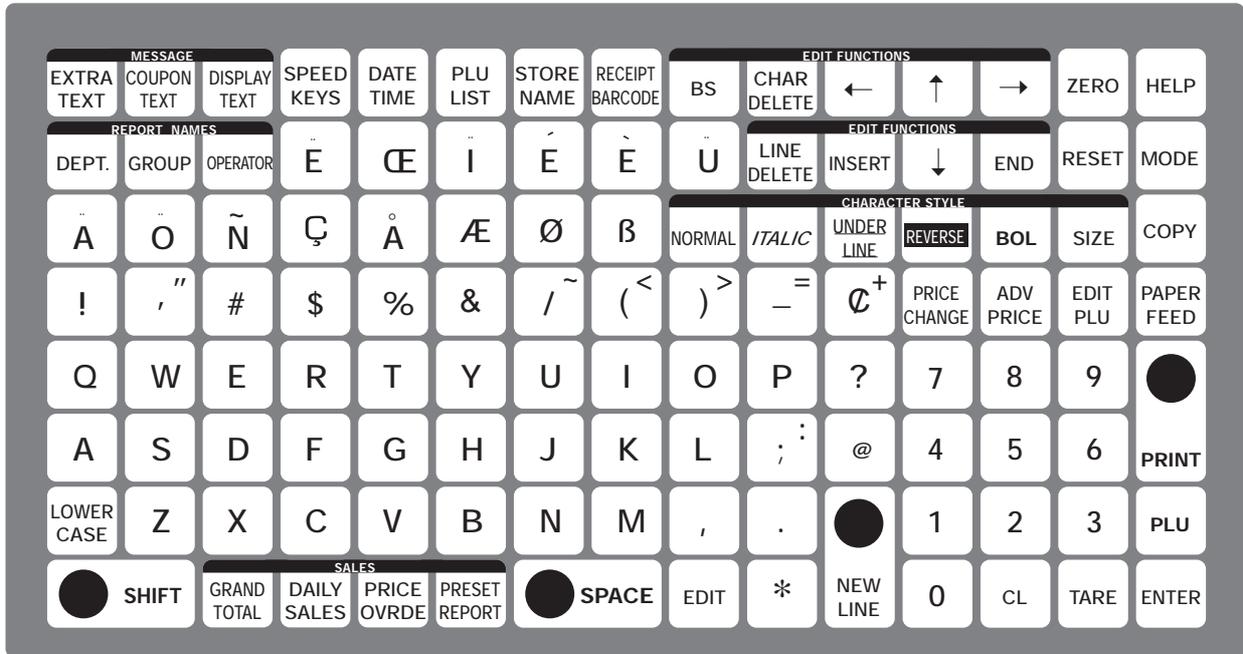
### Contents

- 1.1 Program Key Sheet ..... 2
- 1.2 Program Function Keys ..... 3
- 1.3 Speed Function Keys ..... 4
- 1.4 Text Editing Keys ..... 5

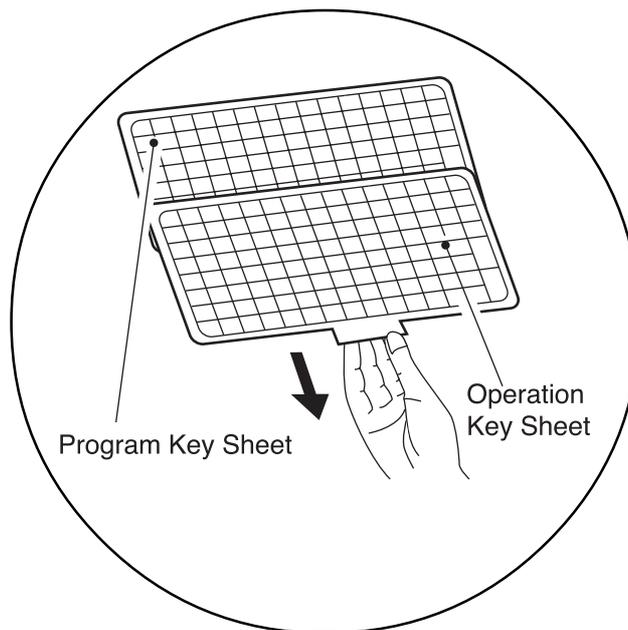
# 1.1 Program Key Sheet

The Program Key Sheet is accessed by removing the Operation Key Sheet. The keys will function as indicated on the following page when one of the following modes has been accessed. This is done by using a password in conjunction with the MODE key.

- Total Report Mode (Chapter 2)
- Programming Mode (Chapter 3)



*Note: The RECEIPT BARCODE key is not used with the DP-3000.*



Remove the Operation Key Sheet so that the Program Key Sheet under it can be used.

## 1.2 Program Function Keys



**MODE**  
Used to access the program, subtraction and total modes after a 4-digit password has been entered. Also used to exit the entered mode.



**PRINT**  
Used to obtain a sample label to confirm the entered text.



**CLEAR**  
Used to return numeric values that have been entered incorrectly to zero.



**PAPER FEED**  
Used to advance labels/receipts to the correct printing position.



**PLU**  
Used to enter specific item numbers such as PLU numbers and message numbers.



**END**  
Used to complete data entry in the program menu and return to the main menu.



**ENTER**  
Used to store numeric entries after the value has been correctly entered. Also used to move up the menu items presented in the program mode, total mode and other menu screens.

## 1.3 Speed Function Keys

On the Program Key Sheet, there are various Speed Keys to jump directly to programming options. These Speed Keys reduce the dependence on the manual as they give direct access to menu items.



**SPEED KEYS**  
Used to select the menu item for programming the preset keys.



**DEPARTMENT**  
Used to select the menu item for creating, editing or deleting the department name for use in the total report.



**DATE/TIME**  
Used to select the menu item for programming the date and time.



**GROUP**  
Used to select the menu item for creating, editing or deleting the group name for use in the total report.



**PLU LIST**  
Used to select the menu item for generating a PLU, coupon, campaign and extra text messages file list. The file can be printed on labels/receipts.



**OPERATOR**  
Used to select the menu item for creating, editing or deleting the operator name for use in the total report.



**STORE NAME**  
Used to select the menu item for programming the store name and address.



**GRAND TOTAL**  
Used to quickly print the daily department total while in the total mode.



**EDIT PLU**  
Used to select the menu item for creating, editing or deleting the PLU data.



**DAILY SALES TOTAL**  
Used to quickly print the daily terminal total while in the total mode.



**EXTRA TEXT**  
Used to select the menu item for creating, editing or deleting the extra message.



**PRICE OVERRIDE TOTAL**  
Used to quickly print all items with changed unit prices while in the total mode. (available only for the operator system)



**COUPON TEXT**  
Used to select the menu item for creating, editing or deleting the coupon text messages.



**PRESET REPORT**  
Used to quickly print all preset reports at one time while in the total mode.



**DISPLAY TEXT**  
Used to select the menu item for creating, editing or deleting the display text messages.



**ADVERTISEMENT PRICE**  
Used to change the unit price or fixed price of the campaign file for the specified PLUs.



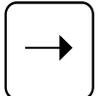
**PRICE CHANGE**  
Used to change the PLU unit price, fixed-price, or discount.

## 1.4 Text Editing Keys

Use the following Text Editing keys (located on the Program Key Sheet) when creating, editing or deleting text.

### Alphanumeric Keys

The Program Key Sheet comes with a typewriter style alpha-numeric keys to enter data into fields available.

	<b>CHARACTER DELETE</b> Used to delete the character where cursor is placed on the display from text field.
	<b>SHIFT</b> Used to access the upper character of keys with two characters.
	<b>LOWER CASE</b> Used to change upper or lower case characters.
	<b>UP ARROW</b> Used to move the cursor up one line and over to the left margin. Also used to move up the cursor several lines at one time by first entering the number of lines.
	<b>DOWN ARROW</b> Used to move the cursor down one line and over to the left margin. Also used to move down the cursor several lines at one time by first entering the number of lines.
	<b>LEFT ARROW</b> Used to move the cursor one space to the left. Also used to move several spaces to the left at one time by first entering the number of spaces.
	<b>RIGHT ARROW</b> Used to move the cursor one space to the right. Also used to move several spaces to the right at one time by first entering the number of spaces.
	<b>EDIT</b> Used to enter the text entry mode for any text field.
	<b>NEW LINE</b> Used as a carriage return when in the text edit mode.
	<b>BACK SPACE</b> Used to delete the last entered character.
	<b>LINE DELETE</b> Used to delete an entire line from text field.
	<b>INSERT</b> Used to change between inserting or overriding characters in editing of any text field.
	<b>NORMAL</b> Used to return to normal type (character size remains unchanged).
	<b>ITALIC</b> Used to switch to italic type. Also used to return to normal type.
	<b>UNDERLINE</b> Used to switch to underline type. Also used to return to normal type.
	<b>REVERSE</b> Used to switch to reverse type. Also used to return to normal type.
	<b>BOLD</b> Used to switch to bold type. Also used to return to normal type.
	<b>SIZE</b> Used in combination with the UP ARROW or DOWN ARROW key to select character sizes.
	<b>COPY</b> Used to copy messages such as product name, extra message, and coupon message etc.

# Chapter 2

## TOTAL REPORTS

### Contents

2.1	Total Reports .....	8
2.2	Total Mode .....	8
2.3	Preset Report .....	9
2.4	Daily Total Report .....	10
2.4.1	Daily Report Categories .....	10
2.4.2	Operation Procedure .....	11
2.5	Weekly Total Report .....	13
2.5.1	Weekly Report Categories .....	13
2.5.2	Operation Procedure .....	14
2.6	Monthly Total Report .....	16
2.6.1	Monthly Report Categories .....	16
2.6.2	Operation Procedure .....	17
2.7	Hourly Total Report .....	19
2.8	Periodical Total Report .....	20
2.9	Operator Total Report .....	21
2.10	Week Total Report .....	22
2.11	Total Clear .....	23
2.12	Daily Total Report (Label) .....	24

## 2.1 Total Reports

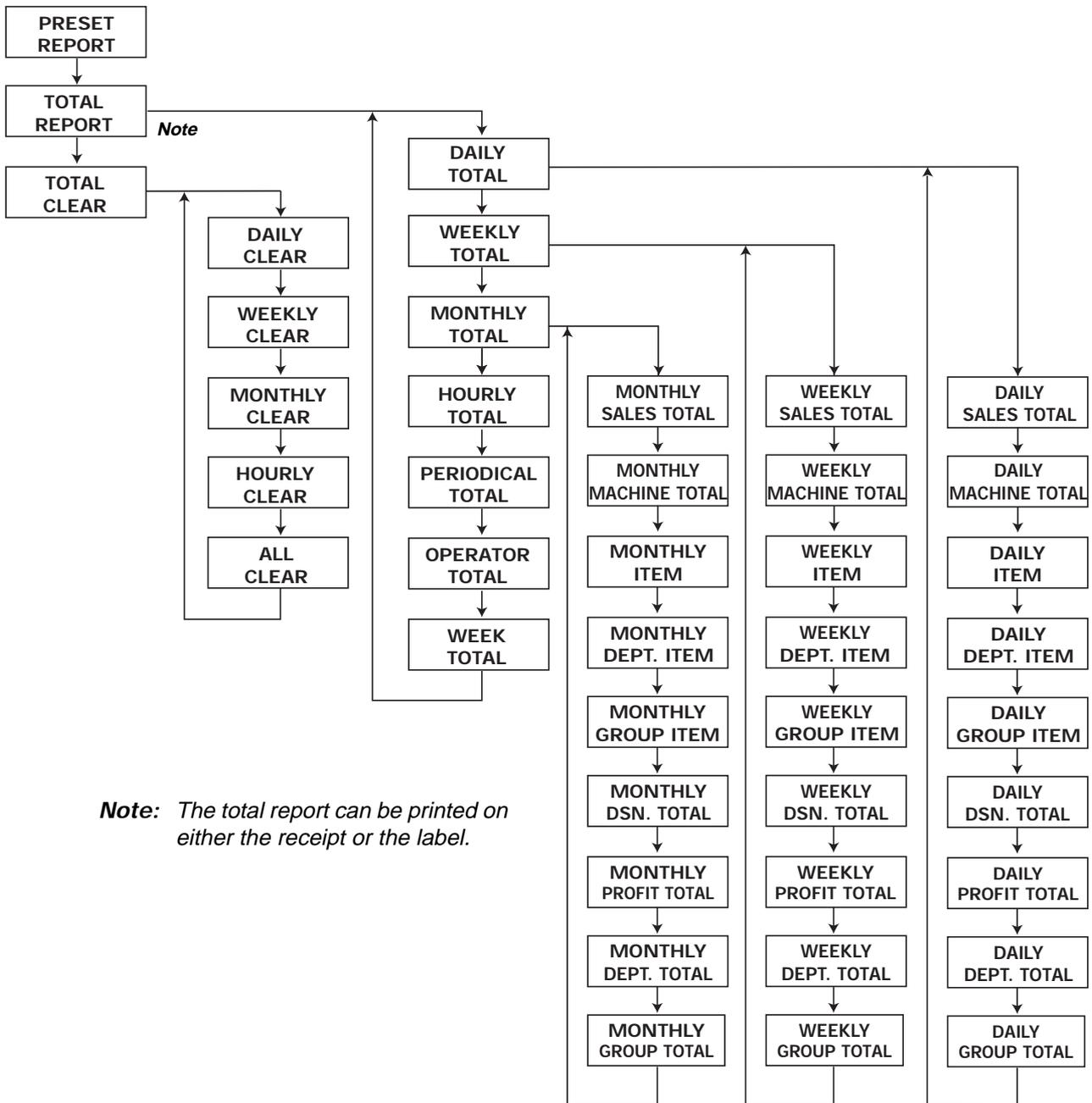
The DP-3000 has the ability to print a large number of reports for the number of labels printed. This information can be broken down into various categories including hourly, daily, weekly and monthly reports.

When the DP-3000 is configured as a Master Satellite system, Total Reports can only be obtained by the Master terminal.

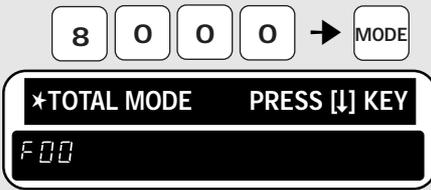
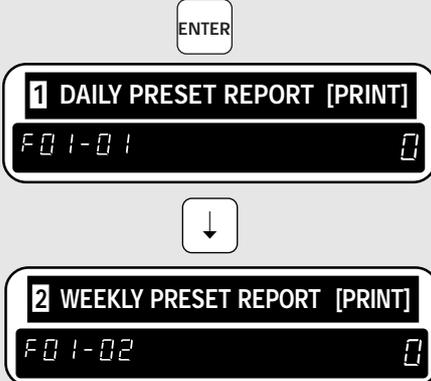
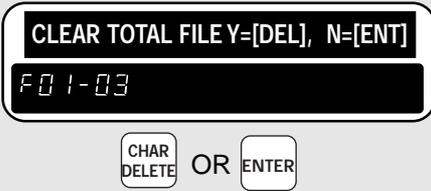
When the DP-3000 is used as a Stand Alone unit, Total Reports except Machine Total can be printed.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for these operations.

## 2.2 Total Mode



## 2.3 Preset Report

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Preset Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key to access the Preset Report menu.</li> </ul>	
3	<b>Report Selection</b> <ul style="list-style-type: none"> <li>Press the ENTER key to access the Daily Preset Report printing mode. <b>F01-01 = Daily Preset Report</b></li> <li>Press the DOWN ARROW key to access the Weekly Preset Report printing mode. <b>F01-02 = Weekly Preset Report</b></li> </ul>	
4	<b>Print</b> <ul style="list-style-type: none"> <li>Press the PRINT key.</li> </ul> <p><i>Note: Printing will be stopped if the PRINT key is pressed while printing.</i></p>	
5	<b>Total File Clear</b> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to clear the file, or press the ENTER key to complete report printing without clearing the file.</li> </ul>	
6	<b>Return to Main Menu</b> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

## 2.4 Daily Total Report

The Daily Total Report can be considered as the accumulated total for one day. The only difference between this set of total and the weekly or monthly total is the level at which the reports are cleared.

### 2.4.1 Daily Report Categories

#### Daily Sales Total Report

The Daily Sales Total Report is the accumulated totals for all items printed since the last time the total was cleared.

#### Daily Machine Total Report

The Daily Machine Total Report is a list of total for each on-line scale since the last time the total was cleared.

*Note: The report will only print when using a Master Satellite configuration.*

#### Daily Item Report

The Daily Item Report is a list of all PLUs that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Daily Department Item Report

The Daily Department Item Report is a list of all department items that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Daily Group Item Report

The Daily Group Item Report is a list of all group items that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Daily Designated PLU Total Report

The Daily Designated PLU Total Report allows the total for a specified PLU to be printed.

#### Daily Profit Total Report

The Daily Profit Total Report produces a printout indicating how much profit has been made from selling items.

**Note:** *The report will only print when the costs are programmed in the PLUs.*

#### Daily Department Total Report

The Daily Department Total Report groups the PLUs together by the department number programmed for the items. The report lists each department in numeric order.

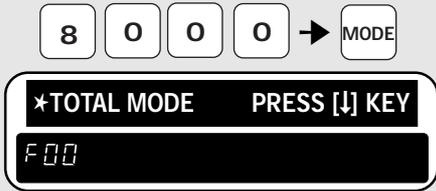
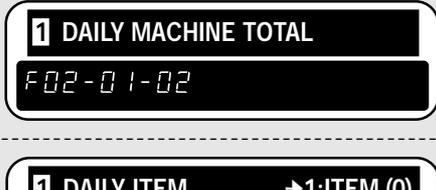
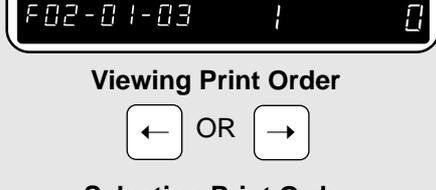
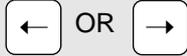
**Note:** *The report will only print when department numbers are programmed in the PLUs.*

#### Daily Group Total Report

The Daily Group Total Report groups the PLUs together by the group number programmed for the items. The report lists each group in numeric order.

**Note:** *The report will only print when group numbers are programmed in the PLUs.*

## 2.4.2 Operation Procedure

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report (Receipt) Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report (Receipt) menu.</li> </ul>	
3	<b>Daily Total Menu</b> <ul style="list-style-type: none"> <li>Press the ENTER key to enter the Daily Total menu.</li> </ul>	
4	<b>Report Categories</b> <ul style="list-style-type: none"> <li>Press the ENTER key to access the Report Categories.</li> </ul>	
5	<b>Report Selection</b> <ul style="list-style-type: none"> <li>Use the DOWN ARROW or UP ARROW key to select the desired report. <ul style="list-style-type: none"> <li>➤ <b>F02-01-01 = Daily Sales Total</b></li> <li>➤ <b>F02-01-02 = Daily Machine Total</b></li> <li>➤ <b>F02-01-03 = Daily Item</b> <ul style="list-style-type: none"> <li>➔1:ITEM Item code order</li> <li>➔2:PR.ABC Amount descending order</li> <li>➔3:WT.ABC Weight descending order</li> <li>➔4:CT.ABC Quantity descending order</li> <li>➔5:PR.Z Amount ascending order</li> <li>➔6:WT.Z Weight ascending order</li> <li>➔7:CT.Z Quantity ascending order</li> </ul> </li> </ul> </li> <li><b>Example:</b> Amount descending order</li> </ul>	 <hr/>  <hr/>  <p><b>Viewing Print Order</b></p>  <p><b>Selecting Print Order</b></p>  

Step	Description	Keys and Display
	<p>➤ F02-01-04 = Daily Department Item</p> <p>➤ F02-01-05 = Daily Group Item</p> <p>➤ F02-01-06 = Daily Designated PLU Total</p> <p>Example: PLU No. 1 2 3 4 5 6</p> <p>➤ F02-01-07 = Daily Profit Total</p> <p>➤ F02-01-08 = Daily Department Total</p> <p>➤ F02-01-09 = Daily Group Total</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>1 DAILY DEPT. →1:ITEM (0)</p> <p>F02-01-04 1 0</p> <p><i>Note: Select an appropriate printing order.</i></p> </div> <hr/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>1 DAILY GROUP →1:ITEM (0)</p> <p>F02-01-05 1 0</p> <p><i>Note: Select an appropriate printing order.</i></p> </div> <hr/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>1 DAILY DSN. TOTAL ( 0)</p> <p>F02-01-06 0</p> <p>1 2 3 4 5 6 → ENTER</p> <p>1 DAILY DSN. TOTAL (123456)</p> <p>F02-01-06 123456</p> </div> <hr/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>1 DAILY PROFIT TOTAL</p> <p>F02-01-07</p> </div> <hr/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>1 DAILY DEPARTMENT TOTAL</p> <p>F02-01-08</p> </div> <hr/> <div style="border: 1px solid black; padding: 5px;"> <p>1 DAILY GROUP TOTAL</p> <p>F02-01-09</p> </div>
<p>6 Print</p> <ul style="list-style-type: none"> <li>• Press the PRINT key.</li> </ul>		<p style="text-align: center;">PRINT</p>
<p>7 Repeat</p> <ul style="list-style-type: none"> <li>• Repeat steps 5 and 6 for any other reports.</li> </ul>		
<p>8 Return to Main Menu</p> <ul style="list-style-type: none"> <li>• Press the END key to return to the main menu.</li> <li>• Press the MODE key to return to the operation mode, if necessary.</li> </ul>		<p style="text-align: center;">END → MODE</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>KEY IN ITEM No.</p> <p>0.00 0.00 0.00</p> </div>

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## 2.5 Weekly Total Report

The Weekly Total Report can be considered as the accumulated total for one day. The only difference between this set of total and the daily or monthly total is the level at which the reports are cleared.

### 2.5.1 Weekly Report Categories

#### Weekly Sales Total Report

The Weekly Sales Total Report is the accumulated totals for all items printed since the last time the total was cleared.

#### Weekly Machine Total Report

The Weekly Machine Total Report is a list of total for each on-line scale since the last time the total was cleared.

*Note: The report will only print when using a Master Satellite configuration.*

#### Weekly Item Report

The Weekly Item Report is a list of all PLUs that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Weekly Department Item Report

The Weekly Department Item Report is a list of all department items that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Weekly Group Item Report

The Weekly Group Item Report is a list of all group items that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Weekly Designated PLU Total Report

The Weekly Designated PLU Total Report allows the total for a specified PLU to be printed.

#### Weekly Profit Total Report

The Weekly Profit Total Report produces a printout indicating how much profit has been made from selling items.

**Note:** *The report will only print when the costs are programmed in the PLUs.*

#### Weekly Department Total Report

The Weekly Department Total Report groups the PLUs together by the department number programmed for the items. The report lists each department in numeric order.

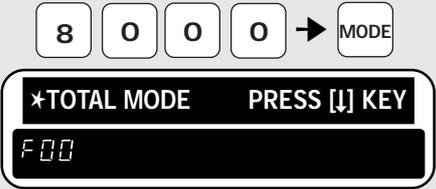
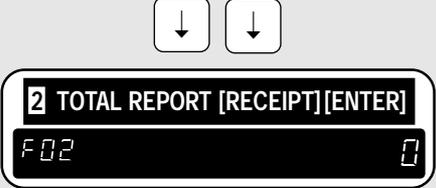
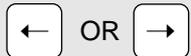
**Note:** *The report will only print when department numbers are programmed in the PLUs.*

#### Weekly Group Total Report

The Weekly Group Total Report groups the PLUs together by the group number programmed for the items. The report lists each group in numeric order.

**Note:** *The report will only print when group numbers are programmed in the PLUs.*

## 2.5.2 Operation Procedure

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report menu.</li> </ul>	
3	<b>Weekly Total Menu</b> <ul style="list-style-type: none"> <li>Enter "2" followed by the ENTER key to select the Weekly Total menu.</li> </ul>	
4	<b>Report Categories</b> <ul style="list-style-type: none"> <li>Press the ENTER key to access the Report Categories.</li> </ul>	
5	<b>Report Selection</b> <ul style="list-style-type: none"> <li>Use the DOWN ARROW or UP ARROW key to select the desired report.                             <ul style="list-style-type: none"> <li>➤ F02-02-01 = Weekly Sales Total</li> <li>➤ F02-02-02 = Weekly Machine Total</li> <li>➤ F02-02-03 = Weekly Item                                     <ul style="list-style-type: none"> <li>➔1:ITEM Item code order</li> <li>➔2:PR.ABC Amount descending order</li> <li>➔3:WT.ABC Weight descending order</li> <li>➔4:CT.ABC Quantity descending order</li> <li>➔5:PR.Z Amount ascending order</li> <li>➔6:WT.Z Weight ascending order</li> <li>➔7:CT.Z Quantity ascending order</li> </ul> </li> </ul> </li> </ul> <p><b>Example:</b> Amount descending order</p>	 <hr/>  <hr/>  <p><b>Viewing Print Order</b></p>  <p><b>Selecting Print Order</b></p> 

Step	Description	Keys and Display
	<p>➤ F02-02-04 = Weekly Department Item</p> <p>➤ F02-02-05 = Weekly Group Item</p> <p>➤ F02-02-06 = Weekly Designated PLU Total</p> <p>Example: PLU No. 1 2 3 4 5 6</p> <p>➤ F02-02-07 = Weekly Profit Total</p> <p>➤ F02-02-08 = Weekly Department Total</p> <p>➤ F02-02-09 = Weekly Group Total</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY DEPT. →1:ITEM (0)</p> <p>F02-02-04 0</p> </div> <p><i>Note: Select an appropriate printing order.</i></p> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY GROUP →1:ITEM (0)</p> <p>F02-02-05 1 0</p> </div> <p><i>Note: Select an appropriate printing order.</i></p> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY DSN. TOTAL ( 0)</p> <p>F02-02-06 0</p> </div> <div style="display: flex; justify-content: center; gap: 5px; margin-bottom: 10px;"> <span>1</span> <span>2</span> <span>3</span> <span>4</span> <span>5</span> <span>6</span> <span>→</span> <span>ENTER</span> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY DSN. TOTAL (123456)</p> <p>F02-02-06 123456</p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY PROFIT TOTAL</p> <p>F02-02-07</p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY DEPARTMENT TOTAL</p> <p>F02-02-08</p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>2 WEEKLY GROUP TOTAL</p> <p>F02-02-09</p> </div>
<p>6 Print</p> <ul style="list-style-type: none"> <li>• Press the PRINT key.</li> </ul>		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p>PRINT</p> </div>
<p>7 Repeat</p> <ul style="list-style-type: none"> <li>• Repeat steps 5 and 6 for any other reports.</li> </ul>		
<p>8 Return to Main Menu</p> <ul style="list-style-type: none"> <li>• Press the END key to return to the main menu.</li> <li>• Press the MODE key to return to the operation mode, if necessary.</li> </ul>		<div style="display: flex; justify-content: center; gap: 20px; margin-bottom: 10px;"> <div style="border: 1px solid black; padding: 5px;">END</div> <div>→</div> <div style="border: 1px solid black; padding: 5px;">MODE</div> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>KEY IN ITEM No.</p> <p>0.00 0.00 0.00</p> </div>

## 2.6 Monthly Total Report

The Monthly Total Report can be considered as the accumulated total for one day. The only difference between this set of total and the daily or monthly total is the level at which the reports are cleared.

### 2.6.1 Monthly Report Categories

#### Monthly Sales Total Report

The Monthly Sales Total Report is the accumulated totals for all items printed since the last time the total was cleared.

#### Monthly Machine Total Report

The Monthly Machine Total Report is a list of total for each on-line scale since the last time the total was cleared.

*Note: The report will only print when using a Master Satellite configuration.*

#### Monthly Item Report

The Monthly Item Report is a list of all PLUs that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Monthly Department Item Report

The Monthly Department Item Report is a list of all department items that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Monthly Group Item Report

The Monthly Group Item Report is a list of all group items that have had labels printed since the last time the total was cleared.

*Note: The report will print the total in a desired printing order.*

#### Monthly Designated PLU Total Report

The Monthly Designated PLU Total Report allows the total for a specified PLU to be printed.

#### Monthly Profit Total Report

The Monthly Profit Total Report produces a printout indicating how much profit has been made from selling items.

**Note:** *The report will only print when the costs are programmed in the PLUs.*

#### Monthly Department Total Report

The Monthly Department Total Report groups the PLUs together by the department number programmed for the items. The report lists each department in numeric order.

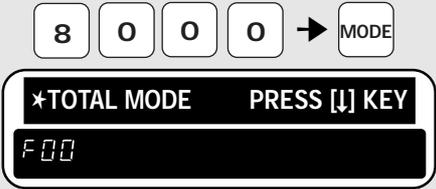
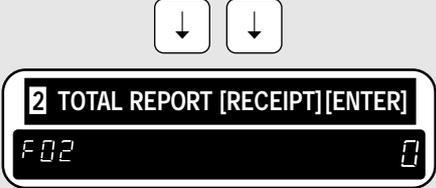
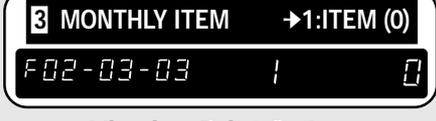
**Note:** *The report will only print when department numbers are programmed in the PLUs.*

#### Monthly Group Total Report

The Monthly Group Total Report groups the PLUs together by the group number programmed for the items. The report lists each group in numeric order.

**Note:** *The report will only print when group numbers are programmed in the PLUs.*

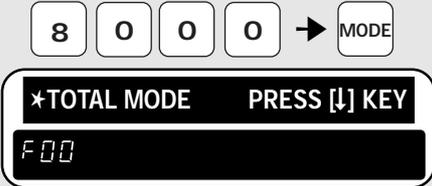
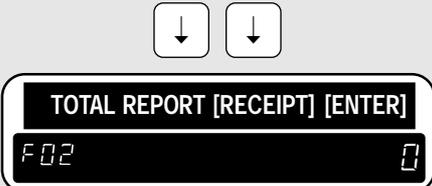
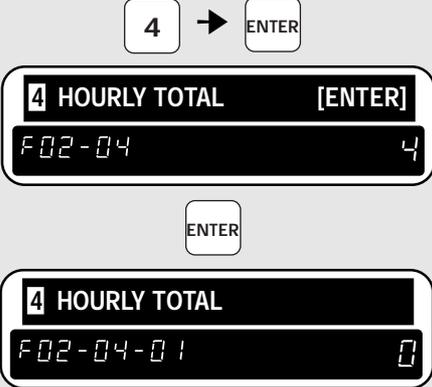
## 2.6.2 Operation Procedure

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report menu.</li> </ul>	
3	<b>Monthly Total Menu</b> <ul style="list-style-type: none"> <li>Enter "3" followed by the ENTER key to select the Monthly Total menu.</li> </ul>	
4	<b>Report Categories</b> <ul style="list-style-type: none"> <li>Press the ENTER key to access the Report Categories.</li> </ul>	
5	<b>Report Selection</b> <ul style="list-style-type: none"> <li>Use the DOWN ARROW or UP ARROW key to select the desired report.</li> <li>➤ <b>F02-03-01 = Monthly Sales Total</b></li> </ul>	
	<ul style="list-style-type: none"> <li>➤ <b>F02-03-02 = Monthly Machine Total</b></li> </ul>	
	<ul style="list-style-type: none"> <li>➤ <b>F02-03-03 = Monthly Item</b></li> <li>➔1:ITEM Item code order</li> <li>➔2:PR.ABC Amount descending order</li> <li>➔3:WT.ABC Weight descending order</li> <li>➔4:CT.ABC Quantity descending order</li> <li>➔5:PR.Z Amount ascending order</li> <li>➔6:WT.Z Weight ascending order</li> <li>➔7:CT.Z Quantity ascending order</li> <li><b>Example:</b> Amount descending order</li> </ul>	 <p><b>Viewing Print Order</b></p> 

Step	Description	Keys and Display
	<p>➤ F02-03-04 = Monthly Department Item</p> <p>➤ F02-03-05 = Monthly Group Item</p> <p>➤ F02-03-06 = Monthly Designated PLU Total</p> <p><b>Example:</b> PLU No. 1 2 3 4 5 6</p> <p>➤ F02-03-07 = Monthly Profit Total</p> <p>➤ F02-03-08 = Monthly Department Total</p> <p>➤ F02-03-09 = Monthly Group Total</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY DEPT. →1:ITEM (0)</p> <p>F02-03-04 1 0</p> <p><i>Note: Select an appropriate printing order.</i></p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY GROUP →1:ITEM (0)</p> <p>F02-03-05 1 0</p> <p><i>Note: Select an appropriate printing order.</i></p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY DSN. TOTAL ( 0)</p> <p>F02-03-06 0</p> </div> <div style="display: flex; justify-content: center; gap: 5px; margin-bottom: 10px;"> <span>1</span> <span>2</span> <span>3</span> <span>4</span> <span>5</span> <span>6</span> <span>→</span> <span>ENTER</span> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY DSN. TOTAL (123456)</p> <p>F02-03-06 123456</p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY PROFIT TOTAL</p> <p>F02-03-07</p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY DEPARTMENT TOTAL</p> <p>F02-03-08</p> </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>3 MONTHLY GROUP TOTAL</p> <p>F02-03-09</p> </div>
<p>6 Print</p> <ul style="list-style-type: none"> <li>• Press the PRINT key.</li> </ul>		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">             PRINT         </div>
<p>7 Repeat</p> <ul style="list-style-type: none"> <li>• Repeat steps 5 and 6 for any other reports.</li> </ul>		
<p>8 Return to Main Menu</p> <ul style="list-style-type: none"> <li>• Press the END key to return to the main menu.</li> <li>• Press the MODE key to return to the operation mode, if necessary.</li> </ul>		<div style="display: flex; justify-content: center; gap: 10px; margin-bottom: 10px;"> <div style="border: 1px solid black; padding: 2px 5px;">END</div> <div>→</div> <div style="border: 1px solid black; padding: 2px 5px;">MODE</div> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>KEY IN ITEM No.</p> <p>000 000 000</p> </div>

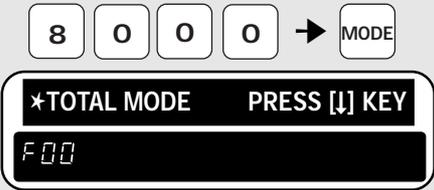
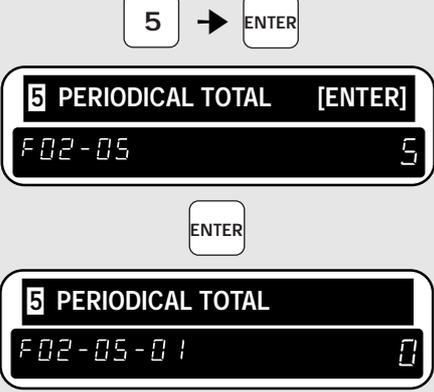
## 2.7 Hourly Total Report

The Hourly Total Report allows the manager to obtain a report that shows totals by the hour. This report can be used to assist with scheduling of employees to meet the busy periods.

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report menu.</li> </ul>	
3	<b>Hourly Total Menu</b> <ul style="list-style-type: none"> <li>Enter "4" followed by the ENTER key to select the Hourly Total menu.</li> <li>Press the ENTER key to access the printing mode.</li> </ul>	
4	<b>Print</b> <ul style="list-style-type: none"> <li>Press the PRINT key.</li> </ul>	
5	<b>Return to Main Menu</b> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

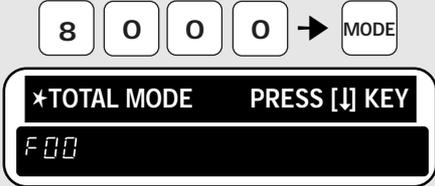
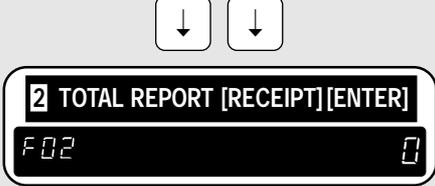
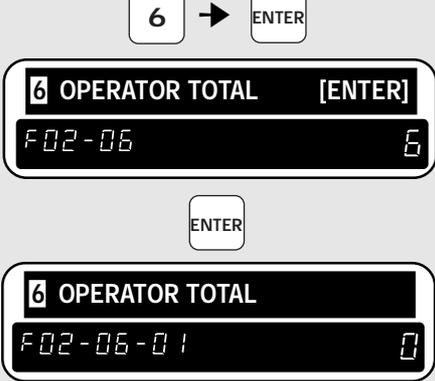
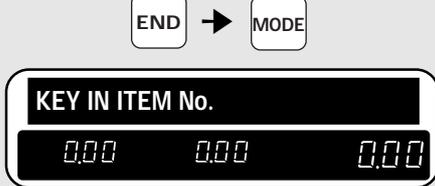
## 2.8 Periodical Total Report

The Periodical Total Report allows the manager to obtain a list that shows totals for one-month period prior to a predetermined closing date.

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report menu.</li> </ul>	
3	<b>Periodical Total Menu</b> <ul style="list-style-type: none"> <li>Enter "5" followed by the ENTER key to select the Periodical Total menu.</li> <li>Press the ENTER key to access the printing mode.</li> </ul>	
4	<b>Print</b> <ul style="list-style-type: none"> <li>Press the PRINT key.</li> </ul>	
5	<b>Return to Main Menu</b> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

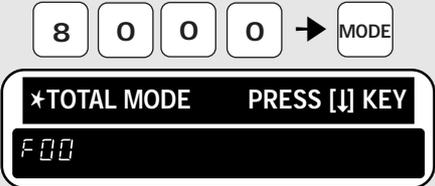
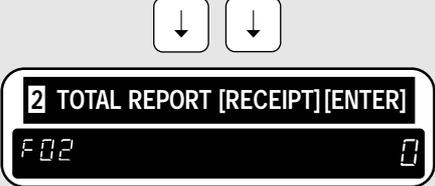
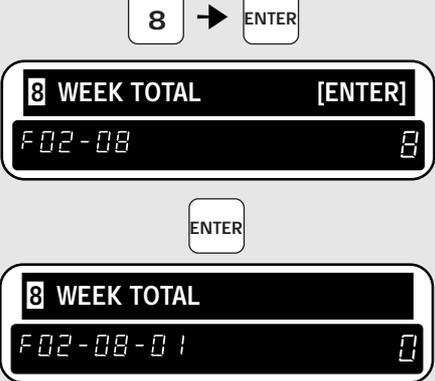
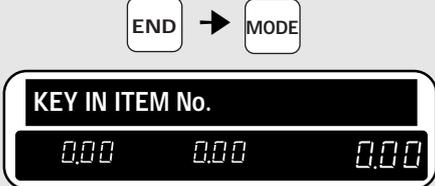
## 2.9 Operator Total Report

The Operator Total Report only functions when the DP-3000 is programmed to use the operator system. Daily totals are listed with the information of operator numbers and names.

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report menu.</li> </ul>	
3	<b>Operator Total Menu</b> <ul style="list-style-type: none"> <li>Enter "6" followed by the ENTER key to select the Operator Total menu.</li> <li>Press the ENTER key to access the printing mode.</li> </ul>	
4	<b>Print</b> <ul style="list-style-type: none"> <li>Press the PRINT key.</li> </ul>	
5	<b>Return to Main Menu</b> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

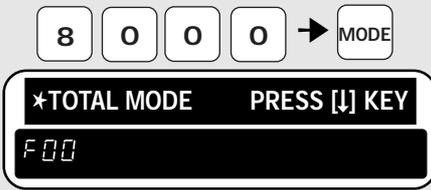
## 2.10 Week Total Report

The Week Total Report allows the manager to obtain a list of totals for specific time periods during each day of the week.

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Report Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key twice to access the Total Report menu.</li> </ul>	
3	<b>Week Total Menu</b> <ul style="list-style-type: none"> <li>Enter "8" followed by the ENTER key to select the Week Total menu.</li> <li>Press the ENTER key to access the printing mode.</li> </ul>	
4	<b>Print</b> <ul style="list-style-type: none"> <li>Press the PRINT key.</li> </ul>	
5	<b>Return to Main Menu</b> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

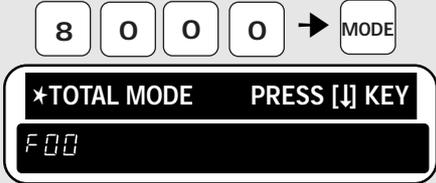
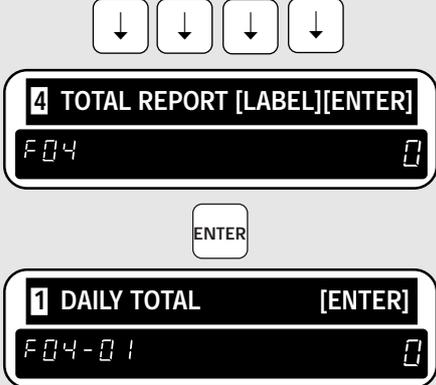
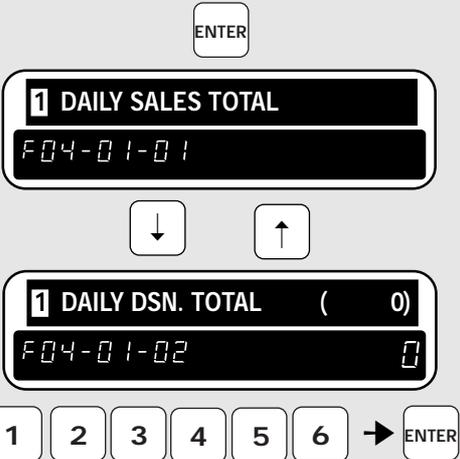
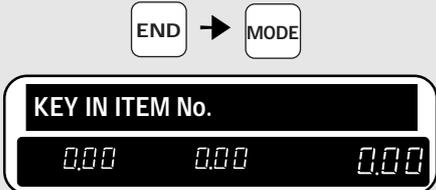
## 2.11 Total Clear

After printing the necessary reports, all of the accumulated totals have to be cleared so that the accumulation can begin from zero again.

Step	Description	Keys and Display
1	<b>Total Mode</b> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<b>Total Clear Menu</b> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key three times to access the Total Clear menu.</li> <li>Press the ENTER key to enter the Total Clear mode.</li> </ul>	
3	<b>Report Categories</b> <ul style="list-style-type: none"> <li>Use the DOWN ARROW or UP ARROW key to select the desired report. <ul style="list-style-type: none"> <li>➤ <b>F03-01 = Daily Total Clear</b> <i>Note: This operation also clears the Hourly and Operator Reports.</i></li> <li>➤ <b>F03-02 = Weekly Total Clear</b> <i>Note: This operation also clears the Daily Total Reports.</i></li> <li>➤ <b>F03-03 = Monthly Total Clear</b> <i>Note: This operation also clears the Daily, Weekly, and Periodical Reports.</i></li> <li>➤ <b>F03-04 = Hourly Total Clear</b></li> <li>➤ <b>F03-05 = All Total Clear</b> <i>Note: This operation clears the all reports.</i></li> </ul> </li> </ul>	
4	<b>Total Clear</b> <ul style="list-style-type: none"> <li>Press the ZERO key twice to clear the report.</li> </ul>	
5	<b>Return to Main Menu</b> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

## 2.12 Daily Total Report (Label)

This report can only be printed on the label.

Step	Description	Keys and Display
1	<p><b>Total Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the Total Mode. <b>Example:</b> Password = 8000</li> </ul>	
2	<p><b>Total Report Menu</b></p> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key four times.</li> <li>Press the ENTER key to access the Daily Total Report menu.</li> </ul>	
3	<p><b>Report Selection</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key, and select the desired Total Report by using the DOWN ARROW or UP ARROW key.</li> </ul> <p>➤ <b>F04-01-01 = Daily Sales Total</b></p> <p>➤ <b>F04-01-02 = Daily Designated PLU Total</b></p> <p><b>Example:</b> PLU No. 1 2 3 4 5 6</p>	
4	<p><b>Print</b></p> <ul style="list-style-type: none"> <li>Press the PRINT key.</li> </ul>	
5	<p><b>Return to Main Menu</b></p> <ul style="list-style-type: none"> <li>Press the END key to return to the main menu.</li> <li>Press the MODE key to return to the operation mode, if necessary.</li> </ul>	

# Chapter 3

## PROGRAMMING

### Contents

- 3.1 PLUs ..... 26
- 3.2 Deleting PLUs ..... 34
- 3.3 Price Change File ..... 35
- 3.4 Extra Message File ..... 39
- 3.5 Coupon Message File ..... 41
- 3.6 Date and Time ..... 43
- 3.7 Store Names and Addresses ..... 44
- 3.8 Preset Keys ..... 46
- 3.9 Printing PLU/Message Information .. 48
- 3.10 Department Codes and Names .... 50
- 3.11 Group Codes and Names ..... 52
- 3.12 Operator Codes and Names ..... 54
- 3.13 Advertisement Messages ..... 56
- 3.14 Campaign Files ..... 59
- 3.15 Other Programming ..... 61
- 3.16 Setting On-line/Off-line ..... 63
- 3.17 Master File Downloading ..... 64
- 3.18 Nutrition Files ..... 67
- 3.19 Changing Unit Price/Fixed Price .. 73
- 3.20 Label Format Selection ..... 74

### 3.1 Creating PLUs

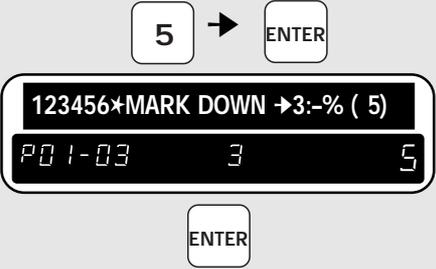
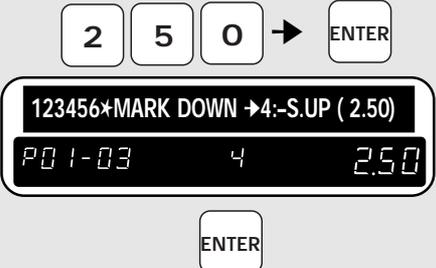
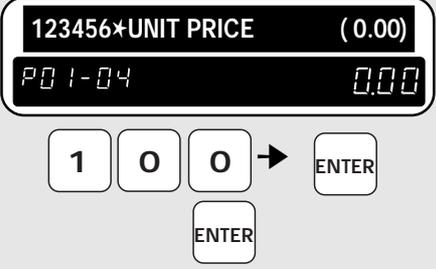
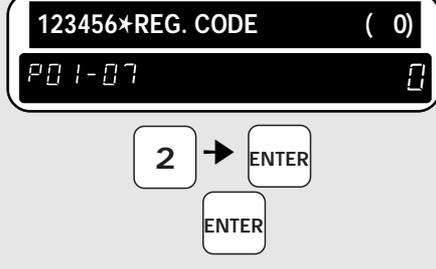
This section explains how to create a product (PLU) in the DP-3000.

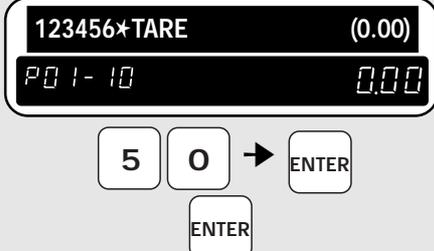
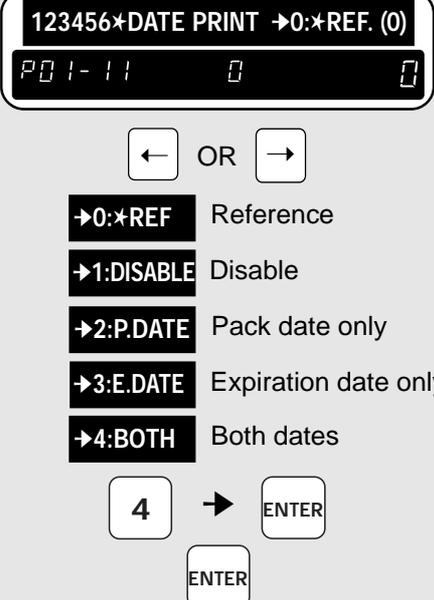
Some steps listed below may not be available. At the time of installation the DP-3000 may be configured to bypass unused steps.

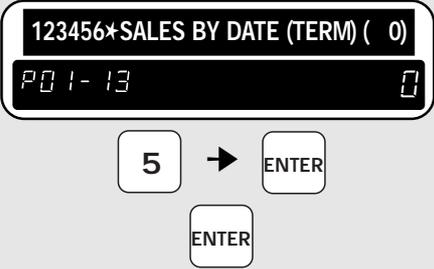
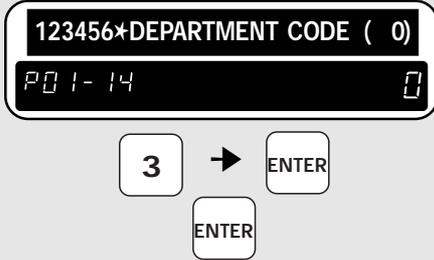
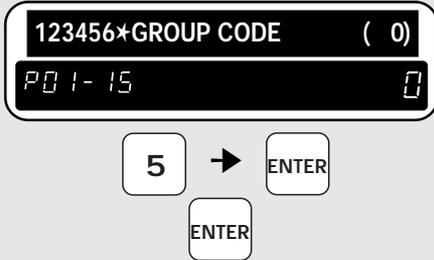
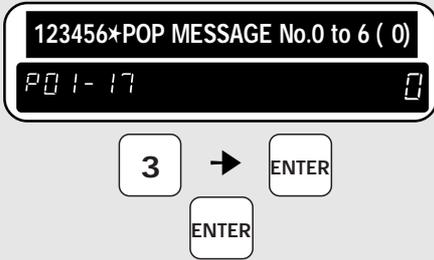
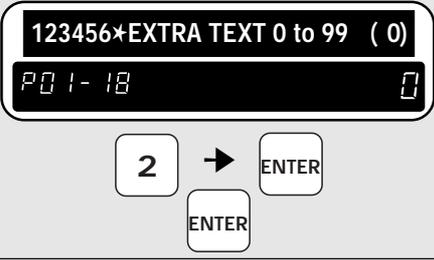
**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>PLU Program Menu</b></p> <ul style="list-style-type: none"> <li>Press the EDIT PLU key to skip this step.</li> <li>OR</li> <li>Press the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>PLU Number (6 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the PLU number to be created or edited followed by the PLU key.</li> </ul> <p><b>Example:</b> PLU no. = 1 2 3 4 5 6</p>	
4	<p><b>PLU Name</b></p> <ul style="list-style-type: none"> <li>Press the EDIT key to edit or create the PLU name.</li> <li>Enter the desired PLU name using the keyboard.</li> </ul> <p><b>Note 1:</b> For text editing, refer to Chapter 4. <b>2:</b> If confirmation of the entered PLU number and name is necessary, press the PRINT key.</p> <ul style="list-style-type: none"> <li>After finishing text entries, press the ENTER key to go to the next step.</li> <li>OR</li> <li>Press the ENTER key to skip this step. This will access the PLU type programming.</li> </ul>	

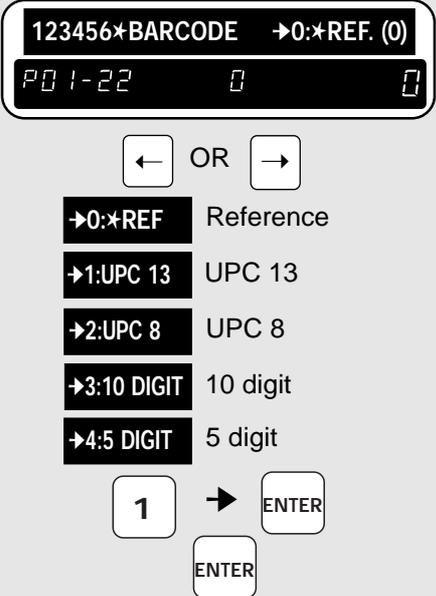
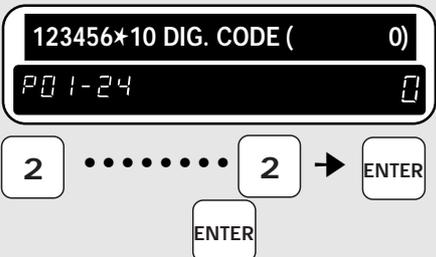
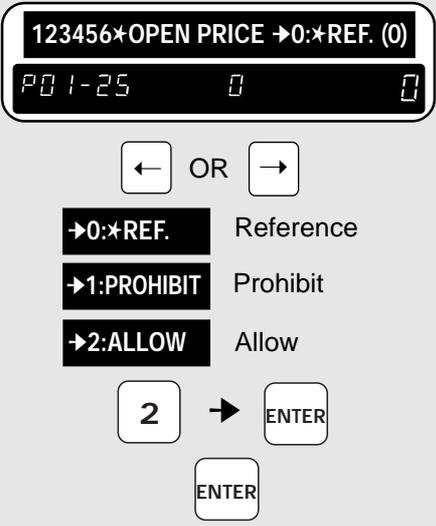
Step	Description	Keys and Display
<p>5 PLU Type</p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the PLU type.</li> <li>Select PLU type followed by the ENTER key.</li> </ul> <p><b>Example:</b> Fixed price</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>		
<p>6 Markdown Type</p> <ul style="list-style-type: none"> <li>Select one of the following markdown types by using the LEFT ARROW or RIGHT ARROW key.</li> </ul> <p>6-1 Special Price (6 digits)</p> <ul style="list-style-type: none"> <li>When the “Special price” is selected, enter the special price followed by the ENTER key.</li> </ul> <p><b>Example:</b> Special price = \$5.00</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p>6-2 Amount Discount (6 digits)</p> <ul style="list-style-type: none"> <li>When the “Amount discount” is selected, enter the amount followed by the ENTER key.</li> </ul> <p><b>Example:</b> Discount amount = \$1.00</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>		

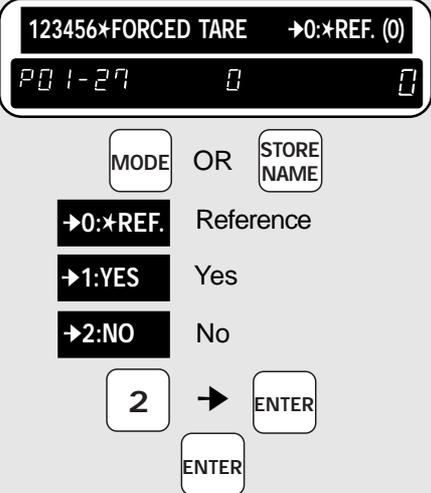
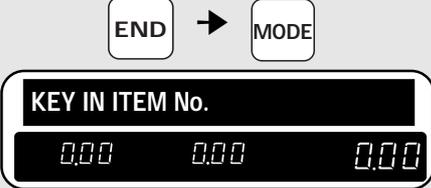
Step	Description	Keys and Display
6-3	<p>Percentage Discount (2 digits)</p> <ul style="list-style-type: none"> <li>When the “Percentage discount” is selected, enter the percentage followed by the ENTER key.</li> <li><b>Example:</b> Discount percentage = 5%</li> <li>Press the ENTER key.</li> </ul>	
6-4	<p>Special Unit Price (6 digits)</p> <ul style="list-style-type: none"> <li>When the “Special unit price” is selected, enter the unit price followed by the ENTER key.</li> <li><b>Example:</b> Special unit price = \$2.50</li> <li>Press the ENTER key.</li> </ul>	
7	<p>Unit Price (6 digits)</p> <ul style="list-style-type: none"> <li>Enter the unit price followed by the ENTER key.</li> <li><b>Example:</b> Unit price = \$1.00</li> <li>Press the ENTER key.</li> </ul> <p><i>Note: For non-weighed items, skip this step.</i></p>	
8	<p>Fixed Price (7 digits)</p> <ul style="list-style-type: none"> <li>Enter the fixed price followed by the ENTER key.</li> <li><b>Example:</b> Fixed price = \$8.00</li> <li>Press the ENTER key.</li> </ul> <p><i>Note: For weighed items, skip this step.</i></p>	
9	<p>Fixed Weight (0 ~ 999 oz.)</p> <ul style="list-style-type: none"> <li>Enter the fixed weight followed by the ENTER key.</li> <li><b>Example:</b> Fixed weight = 3 oz.</li> <li>Press the ENTER key.</li> </ul> <p><i>Note: For weighed items, skip this step.</i></p>	
10	<p>Registered Code (3 digits)</p> <ul style="list-style-type: none"> <li>Enter the registered code followed by the ENTER key.</li> <li><b>Example:</b> Registered code = 2</li> <li>Press the ENTER key.</li> </ul> <p><i>Note: If this programming step is not necessary, proceed to the next step.</i></p>	

Step	Description	Keys and Display
11	<p><b>Pack Quantity (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the pack quantity followed by the ENTER key.</li> </ul> <p><b>Example:</b> Pack quantity = 5 pcs.</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
12	<p><b>Cost Price (6 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the cost price followed by the ENTER key.</li> </ul> <p><b>Example:</b> Cost price = \$1.00</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
13	<p><b>Tare Weight (0.01 ~ 9.99 lb.)</b></p> <ul style="list-style-type: none"> <li>Enter the tare weight followed by the ENTER key.</li> </ul> <p><b>Example:</b> Tare weight = 0.50 lb.</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
14	<p><b>Date Print</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the desired date print format.</li> <li>Select the date print format followed by the ENTER key.</li> </ul> <p><b>Example:</b> Both dates</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
15	<p><b>Shelf Life (0 ~ 999 days)</b></p> <ul style="list-style-type: none"> <li>Enter the shelf life (number of days) followed by the ENTER key.</li> </ul> <p><b>Example:</b> Shelf Life = 5 days</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	

Step	Description	Keys and Display
16	<p><b>Sales until Set Date (0 ~ 999 days)</b></p> <ul style="list-style-type: none"> <li>Enter the sales by date followed by the ENTER key.</li> </ul> <p><b>Example:</b> To be sold within the next 5 days.</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p><b>Note:</b> If this programming step is not necessary proceed to the next step.</p>	
17	<p><b>Department Code (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the department code followed by the ENTER key.</li> </ul> <p><b>Example:</b> Department code = 3</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
18	<p><b>Group Code (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the group code followed by the ENTER key.</li> </ul> <p><b>Example:</b> Group code = 5</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
19	<p><b>Item Code (8 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the item code followed by the ENTER key.</li> </ul> <p><b>Example:</b> Item code = 1 0 1 0 1 1</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
20	<p><b>POP Message</b></p> <ul style="list-style-type: none"> <li>Enter the POP message no. followed by the ENTER key.</li> </ul> <p><b>Note:</b> POP Message (1 ~ 6) Safe Handling Message (99)</p> <p><b>Example:</b> POP message no. = 3</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
21	<p><b>Extra Text (1 ~ 99)</b></p> <ul style="list-style-type: none"> <li>Enter the extra text no. followed by the ENTER key.</li> </ul> <p><b>Example:</b> Extra text no. = 2</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	

Step	Description	Keys and Display
22	<p><b>Coupon Text ( 1 ~ 99)</b></p> <ul style="list-style-type: none"> <li>Enter the coupon text no. followed by the ENTER key.</li> </ul> <p style="text-align: center;"><b>Example:</b> Coupon text no. = 8</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;"> <span>9</span> → <span>ENTER</span>  <span>ENTER</span> </p>
23	<p><b>Pack Time</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the pack time.</li> <li>Select the pack time followed by the ENTER key.</li> </ul> <p style="text-align: center;"><b>Example:</b> Installed time</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">← OR →</p> <ul style="list-style-type: none"> <li><b>→0:*REF.</b> Reference</li> <li><b>→1:PROHIBIT</b> Prohibit</li> <li><b>→2:INSTALLED</b> Installed time</li> <li><b>→3:DESIGNATED</b> Designated time</li> </ul> <p style="text-align: center;"> <span>2</span> → <span>ENTER</span>  <span>ENTER</span> </p>
24	<p><b>Expiration Time</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the expiration time.</li> <li>Select the expiration time followed by the ENTER key.</li> </ul> <p style="text-align: center;"><b>Example:</b> Designated time</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">← OR →</p> <ul style="list-style-type: none"> <li><b>→0:*REF.</b> Reference</li> <li><b>→1:PROHIBIT</b> Prohibit</li> <li><b>→2:DESIGNATED</b> Designated time</li> <li><b>→3:RELATIVE</b> Relative time</li> </ul> <p style="text-align: center;"> <span>2</span> → <span>ENTER</span>  <span>ENTER</span> </p>

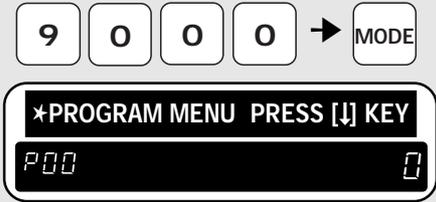
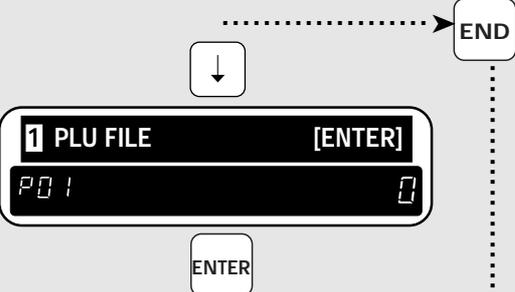
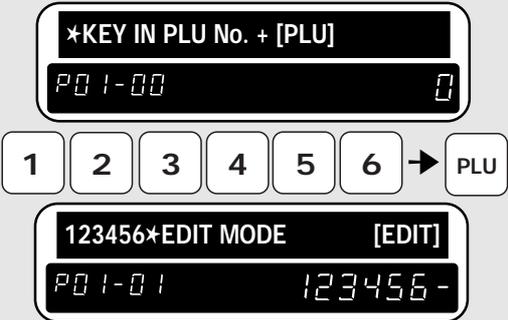
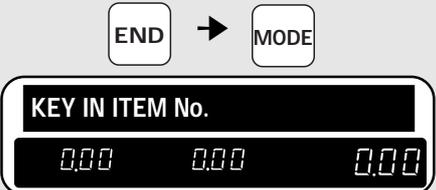
Step	Description	Keys and Display
25	<p><b>Barcode Type</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the barcode type.</li> <li>Select the barcode type followed by the ENTER key</li> </ul> <p><b>Example:</b> UPC 13</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
26	<p><b>Barcode Prefix (2 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the barcode prefix followed by the ENTER key.</li> </ul> <p><b>Example:</b> Barcode prefix = 49</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
27	<p><b>UPC or 10 Digit Barcode</b></p> <ul style="list-style-type: none"> <li>Enter the UPC or 10 digit barcode number followed by the ENTER key.</li> </ul> <p><b>Example:</b> 2 2 2 2 2 2 2 2 2 2</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
28	<p><b>Open Price</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view whether or not the PLU is to allow price change.</li> <li>Select the desired condition followed by the ENTER key.</li> </ul> <p><b>Example:</b> Allow</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	

Step	Description	Keys and Display
29	<p><b>Forced Tare</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view whether a tare weight is forced to enter.</li> <li>Select the desired condition followed by the ENTER key.</li> </ul> <p style="text-align: center;"><b>Example: No</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
30	<p><b>Nutrition Panel</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view whether or not the nutrition panel is to allow printing.</li> <li>Select the desired condition followed by the ENTER key.</li> </ul> <p style="text-align: center;"><b>Example: Allow</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
31	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat steps 3 through 30 for any other PLU programming.</li> </ul>	
32	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When all PLUs have been programmed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

### 3.2 Deleting PLUs

The following procedure is used to delete products (PLUs) from memory.

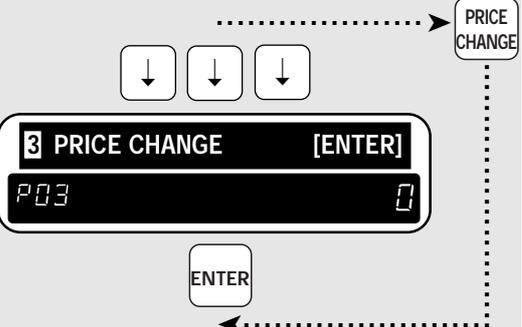
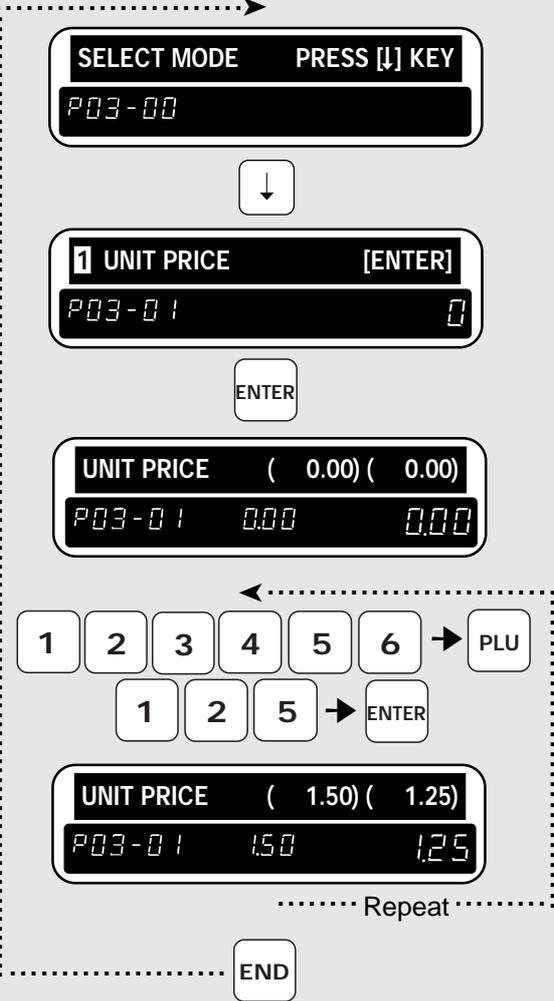
**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><i>Note:</i> To exit the program mode, press the MODE key again.</p>	
2	<p><b>PLU Program Menu</b></p> <ul style="list-style-type: none"> <li>Press the EDIT PLU key to skip this step. OR</li> <li>Press the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>PLU Number (6 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the PLU number, followed by the PLU key.</li> </ul> <p><b>Example:</b> PLU No. = 1 2 3 4 5 6</p>	
4	<p><b>Delete Mode</b></p> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the complete PLU record.</li> </ul> <p><i>Note:</i> Press the ENTER key to cancel the deletion.</p>	
5	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat steps 3 and 4 for desired PLUs to be deleted.</li> </ul>	
6	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When all PLUs have been deleted, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

### 3.3 Price Change File

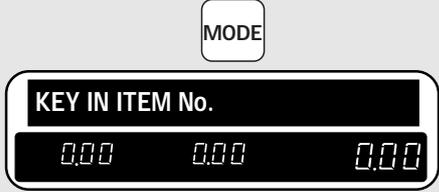
This file can be programmed in the master terminal as well as in a stand-alone terminal.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Price Change Mode</b></p> <ul style="list-style-type: none"> <li>Press the PRICE CHANGE key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key three times.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Unit Price Change</b></p> <ul style="list-style-type: none"> <li>Select the unit price change menu using the DOWN ARROW key.</li> </ul> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <ul style="list-style-type: none"> <li>Enter the PLU number followed by the PLU key. <b>Example:</b> PLU no. = 1 2 3 4 5 6</li> </ul> <ul style="list-style-type: none"> <li>Enter the PLU unit price followed by the ENTER key. <b>Example:</b> Current unit price = \$1.50 New unit price = \$1.25</li> </ul> <ul style="list-style-type: none"> <li>Change the unit price for any other PLUs.</li> <li>After changing all unit prices, press the END key.</li> </ul>	

Step	Description	Keys and Display
<p>4 Fixed Price Change</p> <ul style="list-style-type: none"> <li>Select the fixed price change menu using the DOWN ARROW key.</li> <li>Press the ENTER key.</li> <li>Enter the PLU number followed by the PLU key. <b>Example:</b> PLU no. = 1 2 3 4 5 6</li> <li>Enter the PLU fixed price followed by the ENTER key. <b>Example:</b> Current fixed price = \$2.80 New fixed price = \$2.50</li> <li>Change the fixed price for any other PLUs.</li> <li>After changing all fixed prices, press the END key.</li> </ul>		<p>The diagram illustrates the steps for changing a fixed price. It shows a sequence of screens and key presses:</p> <ul style="list-style-type: none"> <li>Initial screen: <b>SELECT MODE PRESS [↓] KEY</b>, display: <b>P03-00</b></li> <li>Pressing two DOWN ARROW keys leads to: <b>2 FIXED PRICE [ENTER]</b>, display: <b>P03-02</b></li> <li>Pressing the ENTER key leads to: <b>FIXED PRICE ( 0.00) ( 0.00)</b>, display: <b>P03-02</b></li> <li>Pressing PLU keys 1, 2, 3, 4, 5, 6, followed by PLU keys 2, 5, 0, and then ENTER leads to: <b>FIXED PRICE ( 2.80) ( 2.50)</b>, display: <b>P03-02 2.80 2.50</b></li> <li>Pressing the END key repeats the process.</li> </ul>
<p>5 Mark Down Change</p> <p>The screen for the type of mark down (percentage discount, amount discount, special price, or special unit price) corresponding to the PLU will be automatically displayed.</p> <ul style="list-style-type: none"> <li>Select the discount change menu using the DOWN ARROW key.</li> <li>Press the ENTER key.</li> <li>Enter the PLU number followed by the PLU key. <b>Example:</b> PLU no. = 1 2 3 4 5 6</li> <li>Enter the value followed by the ENTER key. <b>Example:</b> Current discount rate = 0% New discount rate = 10%</li> <li>Change the discount for any other PLUs.</li> <li>After changing all discounts, press the END key.</li> </ul>		<p>The diagram illustrates the steps for changing a mark down. It shows a sequence of screens and key presses:</p> <ul style="list-style-type: none"> <li>Initial screen: <b>SELECT MODE PRESS [↓] KEY</b>, display: <b>P03-00</b></li> <li>Pressing three DOWN ARROW keys leads to: <b>3 DISCOUNT [ENTER]</b>, display: <b>P03-03</b></li> <li>Pressing the ENTER key leads to: <b>DISCOUNT ( 0) ( 0)</b>, display: <b>P03-03</b></li> <li>Pressing PLU keys 1, 2, 3, 4, 5, 6, followed by PLU keys 1, 0, and then ENTER leads to: <b>DISCOUNT ( 0.00) ( 0.10)</b>, display: <b>P03-03 0.00 0.10</b></li> <li>Pressing the END key repeats the process.</li> </ul>

Step	Description	Keys and Display
<p><b>6 Batch File for Unit Price</b></p> <p>This procedure is used to register PLU unit price changes for up to 200 PLUs. These price changes stored in the batch file are saved in the PLU master file upon performing "Saving Batch File to Master File".</p> <ul style="list-style-type: none"> <li>• Select the batch menu using the DOWN ARROW key.</li> <li>• Press the ENTER key.</li> <li>• Enter the PLU number followed by the PLU key.                             <p><b>Example:</b> PLU no. = 1 2 3 4 5 6</p> </li> <li>• Enter the PLU unit price followed by the ENTER key.                             <p><b>Example:</b> Current unit price = \$1.50 New unit price = \$1.25</p> </li> <li>• Change the unit price for any other PLUs.</li> <li>• After changing all unit prices, press the END key.</li> </ul>		
<p><b>7 Saving Batch File to Master File</b></p> <p>This procedure is used to save PLU unit price changes from the batch file to the PLU master file.</p> <ul style="list-style-type: none"> <li>• Press the ENTER key.</li> <li>• Press the ENTER key to save PLU unit price changes from the batch file to the PLU master file.</li> </ul> <p><b>Note:</b> Press the CHARACTER DELETE key if saving the price changes is not necessary.</p>		

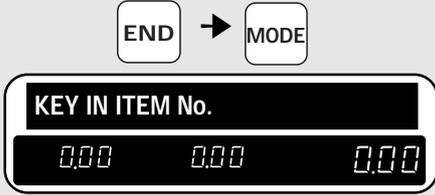
Step	Description	Keys and Display
8	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>Press the MODE key to return to the operation mode.</li> </ul>	 <p>The diagram shows a rectangular control panel. At the top center is a square button labeled 'MODE'. Below it is a horizontal display screen. The screen is divided into two sections: the top section contains the text 'KEY IN ITEM No.' and the bottom section contains three digital readouts, each showing '0.00'.</p>

### 3.4 Extra Message File

The following procedure is used to program or delete a message file to be linked to each PLU if so programmed.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

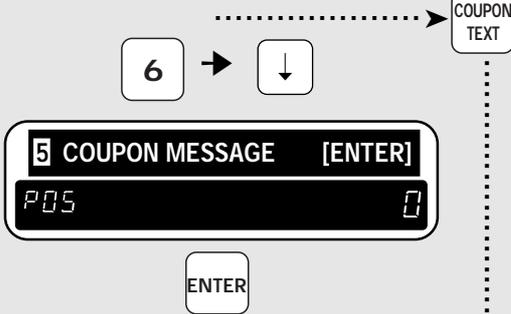
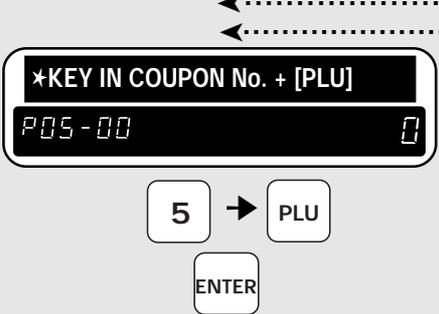
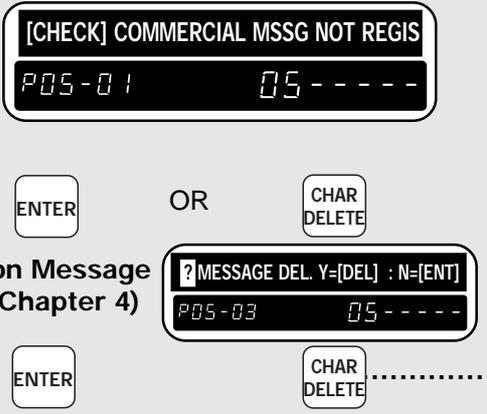
Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Extra Message Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the EXTRA TEXT key to skip this step. OR</li> <li>Enter "4" followed by the DOWNARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Message Number (1 ~ 99)</b></p> <ul style="list-style-type: none"> <li>Enter the message number followed by the PLU key.</li> </ul> <p><b>Example:</b> Message no. = 10</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
4	<p><b>Text Edit/Delete</b></p> <p>► <b>Text Edit</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key to enter the text edit mode.</li> <li>Enter the message using the keyboard.</li> </ul> <p><b>Note:</b> For text editing refer to Chapter 4.</p> <ul style="list-style-type: none"> <li>When complete, press the ENTER key.</li> </ul> <p>► <b>Text Delete</b></p> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the text.</li> </ul> <p><b>Note:</b> Press the ENTER key to cancel the deletion.</p>	

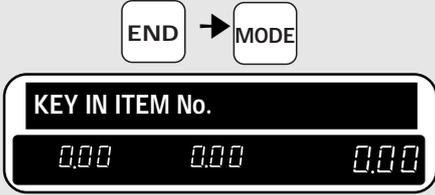
Step	Description	Keys and Display
5	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat steps 3 and 4 for any other messages to be created/edited.</li> </ul>	
6	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When all desired messages have been programmed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	 <p>The diagram illustrates the key sequence and the resulting display. At the top, a button labeled 'END' is followed by a right-pointing arrow and a button labeled 'MODE'. Below this, a rectangular display area is shown. The top line of the display reads 'KEY IN ITEM No.' in white text on a black background. The bottom line of the display shows three '000' values, each in a separate segment of a digital display, also in white on a black background.</p>

### 3.5 Coupon Message File

The following procedure is used to program or delete a coupon message file to be linked to each PLU if so programmed.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Coupon Message Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the COUPON TEXT key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "5" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Message Number (1 ~ 99)</b></p> <ul style="list-style-type: none"> <li>Enter the message number followed by the PLU key.</li> </ul> <p><b>Example:</b> Message no. = 5</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
4	<p><b>Text Edit/Delete</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key to enter the text edit mode.</li> <li>Enter the message using the keyboard.</li> </ul> <p><b>Note:</b> For text editing refer to Chapter 4.</p> <ul style="list-style-type: none"> <li>When complete, press the ENTER key.</li> </ul> <p>► <b>Text Delete</b></p> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the text.</li> </ul> <p><b>Note:</b> Press the ENTER key to cancel the deletion.</p>	

Step	Description	Keys and Display
5	<b>Repeat</b> <ul style="list-style-type: none"> <li>Repeat steps 3 and 4 for any other messages to be created/edited.</li> </ul>	
6	<b>Return to Operation Mode</b> <ul style="list-style-type: none"> <li>When all desired messages have been programmed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	 <p>The diagram illustrates the key sequence for returning to operation mode. It shows two rectangular buttons: 'END' on the left and 'MODE' on the right, with a right-pointing arrow between them. Below this is a digital display with a black background and white text. The top line of the display reads 'KEY IN ITEM No.' followed by a blank space. The bottom line of the display shows three '0.00' values, each in its own segment.</p>

### 3.6 Date and Time

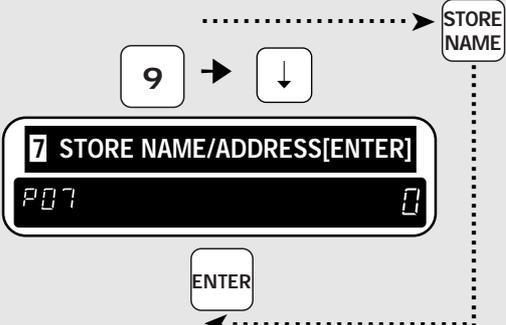
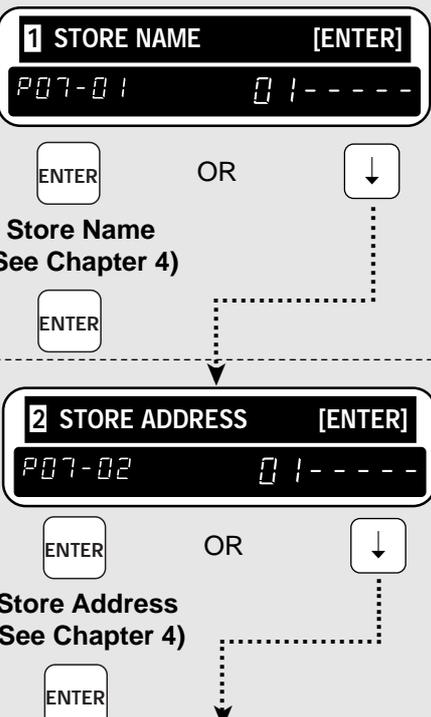
**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

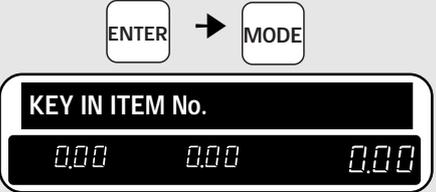
Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Date/Time Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the DATE TIME key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "6" followed by the DOWN ARROW key.</li> </ul> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
3	<p><b>New Date</b></p> <ul style="list-style-type: none"> <li>Enter the new date (MMDDYYYY) followed by the ENTER key.</li> </ul> <p><b>Example:</b> Current Date = November 25, 1996 New Date = November 26, 1996</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
4	<p><b>New Time</b></p> <ul style="list-style-type: none"> <li>Enter the time (hhmmss) using 24-hour clock, followed by the ENTER key.</li> </ul> <p><b>Example:</b> Current Time = 11:15:08 New Time = 11:23:00</p>	
5	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>After the new date and time have been entered, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

### 3.7 Store Names and Addresses

The DP-3000 can be programmed with store names and addresses, which allow the operator to select which store information is to be printed on labels. The following procedure shows how to program store name and address information.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the STORE NAME key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "7" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Store Number (1 ~ 9)</b></p> <ul style="list-style-type: none"> <li>Enter the store number followed by the PLU key.</li> </ul> <p><b>Example:</b> Store no. = 1</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
4	<p><b>Select Store Name or Address</b></p> <ul style="list-style-type: none"> <li>Use the DOWN ARROW key to select the store name or address.</li> </ul> <p>► <b>Store Name</b></p> <ul style="list-style-type: none"> <li>Select the store name menu using the DOWN ARROW key.</li> <li>Enter the store name using the keyboard.</li> </ul> <p><b>Note:</b> For text editing, refer to Chapter 4.</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p>► <b>Store Address (max. 47 characters)</b></p> <ul style="list-style-type: none"> <li>Select the store address menu using the DOWN ARROW key.</li> <li>Enter the store address using the keyboard.</li> </ul> <p><b>Note:</b> For text editing, refer to Chapter 4.</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	

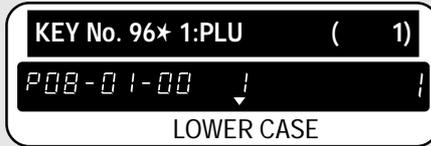
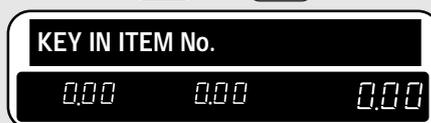
Step	Description	Keys and Display
	<p>► <b>Delete</b></p> <ul style="list-style-type: none"> <li>• Select the delete mode using the DOWN ARROW key.</li> <li>• Press the CHARACTER DELETE key to delete the store data.</li> </ul> <p><i>Note: Press the ENTER key to cancel the deletion.</i></p>	
5	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>• Repeat steps 3 and 4 for any other store data.</li> </ul>	
6	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>• When all store names and addresses have been programmed, press the END key.</li> <li>• Press the MODE key to return to the operation mode.</li> </ul>	

### 3.8 Preset Keys

The DP-3000 has 88 one-touch preset keys. Each preset key can be assigned two items using the convenient SHIFT key, for a total of 176 presets. The following steps indicate how to program preset keys.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> <li><b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	<p>9 0 0 0 → MODE</p> <p>*PROGRAM MENU PRESS [↓] KEY</p> <p>P00</p>
2	<p><b>Preset Key Mode</b></p> <ul style="list-style-type: none"> <li>Press the SPEED KEYS key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter “8” followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	<p>9 → END</p> <p>8 PRESET [ENTER]</p> <p>P00</p> <p>ENTER</p> <p>SPEED KEYS</p>
3	<p><b>Menu Selection</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key to select the preset key designation.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key followed by the ENTER key to select the delete menu.</li> <li>Then proceed to step 7.</li> </ul>	<p>1 PRESET [ENTER]</p> <p>P00-01</p> <p>ENTER</p> <p>END</p> <p>ENTER</p>
4	<p><b>Type of Preset Keys</b></p> <ul style="list-style-type: none"> <li>Select the type of preset key using the RIGHT ARROW key.</li> </ul>	<p>KEY No. 0x 0: ( 0)</p> <p>P00-01-00 1</p> <p>→</p> <p>1:PLU 5:MESSAGE</p> <p>2:TARE 6:LOGO</p> <p>3:-\$ 7:COUPON</p> <p>4:-% 8:OPERATOR</p>

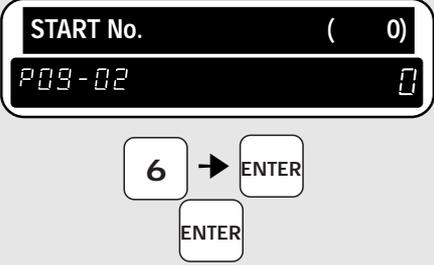
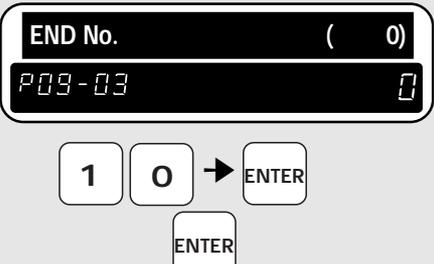
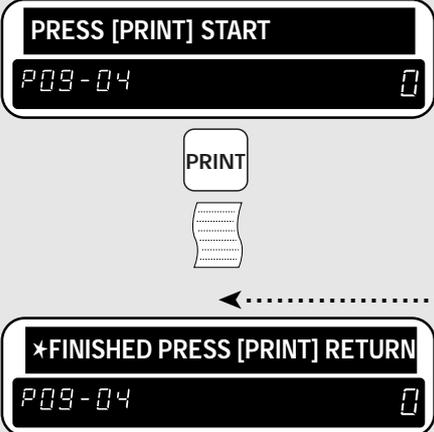
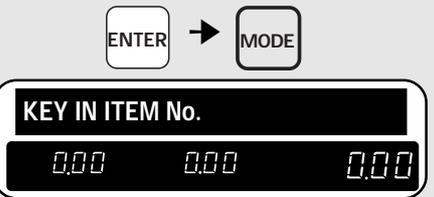
Step	Description	Keys and Display
5	<p><b>Key Designation</b></p> <ul style="list-style-type: none"> <li>Enter the numeric value, then press any desired preset key.</li> </ul> <p><b>Example:</b> Key location number 8 (preset key) for PLU no. 1 data.</p> <p><b>Note:</b> To confirm the value programmed in the preset key, press the preset key and the value will be displayed on the screen.</p> <ul style="list-style-type: none"> <li>After finishing all the preset key designations, proceed to step 8.</li> </ul>	<p><b>Upper Case</b>    1 → PLU1</p>  <p><b>Lower Case</b>    END 1 → PLU1</p> 
6	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat step 5 only for the same type of preset key.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Repeat steps 4 and 5 for any other preset keys to be programmed.</li> </ul>	
7	<p><b>Deletion</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> <li>Press the CHARACTER DELETE key to delete all preset keys.</li> </ul> <p><i>Note: Press the ENTER key to cancel the deletion.</i></p>	<p style="text-align: right;">←</p>  <p style="text-align: center;">ENTER</p>  <p style="text-align: center;">COUPON TEXT</p>
8	<p><b>Return to Preset Menu</b></p> <ul style="list-style-type: none"> <li>When all preset keys have been programmed, press the END key.</li> </ul>	<p style="text-align: center;">ENTER</p> 
9	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>Press the END key again.</li> <li>Press the MODE key to return to the normal mode.</li> </ul>	<p style="text-align: center;">ENTER → MODE</p> 

### 3.9 Printing PLU/Message Information

Stored information can be printed on labels or receipt paper. The following steps indicate how this is done.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

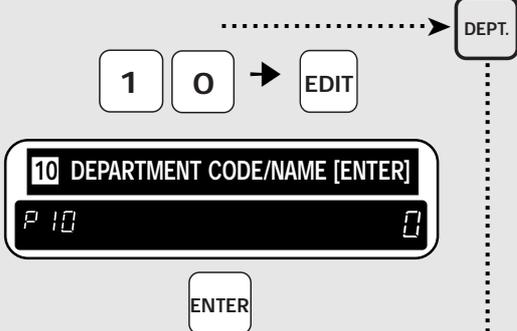
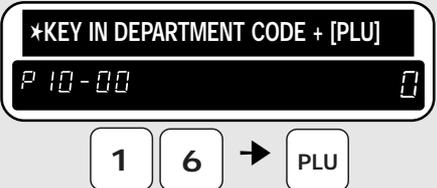
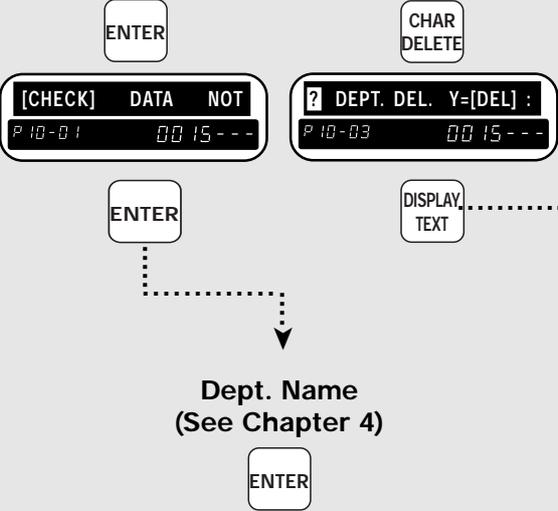
Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>List Mode</b></p> <ul style="list-style-type: none"> <li>Press the PLU LIST key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "9" followed by the DOWN ARROW key.</li> </ul> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Print All PLUs/Messages</b></p> <ul style="list-style-type: none"> <li>To print all of the stored data, press the PRINT key. Otherwise skip this step.</li> <li>– labels for checking PLU barcodes will be issued when the label is set, or</li> <li>– programmed PLU data and messages will be printed when the receipt paper is set.</li> </ul> <p><b>Note:</b> To stop printing, press the PRINT key. To continue printing, press the PRINT key again.</p> <p>OR</p> <ul style="list-style-type: none"> <li>Press the ENTER key to skip this step.</li> <li>Proceed to step 9.</li> </ul>	
4	<p><b>List Selection</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> <li>Use the LEFT ARROW or RIGHT ARROW key to view the type of list.</li> <li>Select the type of list by entering an appropriate number.</li> </ul> <p><b>Example:</b> Message</p>	

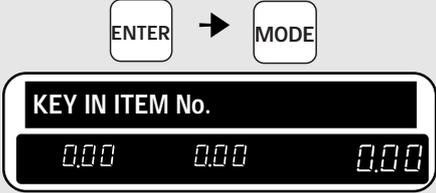
Step	Description	Keys and Display
<p>5 Start No.</p> <ul style="list-style-type: none"> <li>Enter the start number of the range to be listed followed by the ENTER key.</li> </ul> <p><b>Example:</b> Start no. = 5</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p><i>Note: This step is only used when PLUs are to be printed. Otherwise, skip this step.</i></p>		
<p>6 End No.</p> <ul style="list-style-type: none"> <li>Enter the end number of the range to be listed followed by the ENTER key.</li> </ul> <p><b>Example:</b> End no. = 10</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p><i>Note: This step is only used when PLUs are to be printed. Otherwise, skip this step.</i></p>		
<p>7 Print</p> <ul style="list-style-type: none"> <li>Press the PRINT key to bring the receipt or label print out.</li> </ul> <p><b>Screen during printing</b>  <b>✳PRINTING PRESS [PRINT] STOP</b></p> <p><i>Note: To stop printing, press the PRINT key. To continue printing, press the PRINT key again.</i></p>		
<p>8 Repeat</p> <ul style="list-style-type: none"> <li>Repeat steps 4 through 7 for any other lists.</li> </ul>		
<p>9 Return to Operation Mode</p> <ul style="list-style-type: none"> <li>When all PLU/Message data has been printed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>		

### 3.10 Department Codes and Names

Departments are used to link similar products together into a category for report purposes. The following steps show how to program a name for the reference code entered when PLUs are programmed.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Department Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the DEPARTMENT key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "10" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Department Code (4 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the department code followed by the PLU key.</li> </ul> <p><b>Example:</b> Department Code = 15</p>	
4	<p><b>Department Name or Delete</b></p> <p>► Department Name (12 characters)</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> <li>Enter the department name using the keyboard.</li> </ul> <p><i>Note: For text editing, refer to Chapter 4.</i></p> <ul style="list-style-type: none"> <li>When complete press the ENTER key.</li> </ul> <p>► Delete</p> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the specified department.</li> </ul> <p><b>Note:</b> Press the ENTER key to cancel the deletion.</p>	

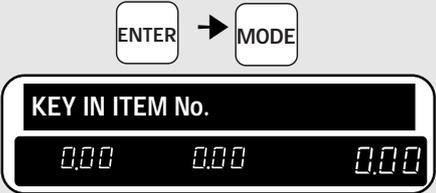
Step	Description	Keys and Display
5	<b>Repeat</b> <ul style="list-style-type: none"><li>Repeat steps 3 and 4 for any other departments.</li></ul>	
6	<b>Return to Operation Mode</b> <ul style="list-style-type: none"><li>When all department data has been programmed, press the END key.</li><li>Press the MODE key to return to the operation mode.</li></ul>	 <p>The diagram illustrates the key sequence for returning to operation mode. It shows an 'ENTER' key followed by a right-pointing arrow and a 'MODE' key. Below this, a rectangular display screen is shown with the text 'KEY IN ITEM No.' at the top. Underneath the text, there are three digital displays, each showing '000'.</p>

### 3.11 Group Codes and Names

Groups are used to link similar products together into a category for report purposes. The following steps show how to program a name for the reference number.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
<p>1 Program Mode</p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>		
<p>2 Group Mode</p> <ul style="list-style-type: none"> <li>Press the GROUP key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "11" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>		
<p>3 Group Code (4 digits)</p> <ul style="list-style-type: none"> <li>Enter the group code followed by the PLU key.</li> </ul> <p><b>Example:</b> Group Code = 1 1 1 1</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>		
<p>4 Group Name or Deletion (12 characters)</p> <ul style="list-style-type: none"> <li><b>Group Name (12 characters)</b> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> <li>Enter the group name using the keyboard.</li> </ul> <p><i>Note: For text editing, refer to Chapter 4.</i></p></li> <li>When complete press the ENTER key.</li> </ul> <ul style="list-style-type: none"> <li><b>Deletion</b> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the specified group.</li> </ul> </li> </ul> <p><b>Note:</b> Press the ENTER key to cancel the deletion.</p>		

Step	Description	Keys and Display
5	<b>Repeat</b> <ul style="list-style-type: none"><li>Repeat steps 3 and 4 for any other group.</li></ul>	
6	<b>Return to Operation Mode</b> <ul style="list-style-type: none"><li>When all group data has been programmed, press the END key.</li><li>Press the MODE key to return to the operation mode.</li></ul>	

### 3.12 Operator Codes and Names

The following steps show how to program operator codes and names used in the operator system.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><i>Note:</i> To exit the program mode, press the MODE key again.</p>	<p>9 0 0 0 → MODE</p> <p>★PROGRAM MENU PRESS [↓] KEY</p> <p>P 00</p>
2	<p><b>Operator Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the OPERATOR key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "12" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	<p>1 2 → EDIT PLU</p> <p>12 OPERATOR CODE/NAME [ENTER]</p> <p>P 12</p> <p>ENTER</p>
3	<p><b>Operator Code (2 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the operator code followed by the PLU key.</li> </ul> <p><b>Example:</b> Operator code = 1 1</p>	<p>★KEY IN OPERATOR CODE + [PLU]</p> <p>P 12-00</p> <p>1 1 → PLU</p>
4	<p><b>Operator Name or Delete</b></p> <ul style="list-style-type: none"> <li><b>Operator Name (12 characters)</b> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> <li>Enter the operator name using the keyboard.</li> </ul> <p><i>Note:</i> For text editing, refer to Chapter 4.</p></li> <li>When complete press the ENTER key.</li> </ul> <li><b>Delete</b> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the specified operator.</li> </ul> <p><b>Note:</b> Press the ENTER key to cancel the deletion.</p> </li>	<p>ENTER CHAR DELETE</p> <p>[CHECK] DATA NOT</p> <p>OPERATOR DEL. Y=[DEL]:</p> <p>P 12-01 11- - - - -</p> <p>P 12-03 11- - - - -</p> <p>ENTER CHAR DELETE</p> <p>Operator Name (See Chapter 4)</p> <p>ENTER</p>

Step	Description	Keys and Display
5	<b>Repeat</b> <ul style="list-style-type: none"><li>Repeat steps 3 and 4 for any other operator .</li></ul>	
6	<b>Return to Operation Mode</b> <ul style="list-style-type: none"><li>When all operator data has been programmed, press the END key.</li><li>Press the MODE key to return to the operation mode.</li></ul>	 <p>The diagram illustrates the key sequence for returning to operation mode. It shows an 'ENTER' key followed by an arrow pointing to an 'OPERATOR' key. Below this, a digital display is shown with the text 'KEY IN ITEM No.' and three '0.00' values.</p>

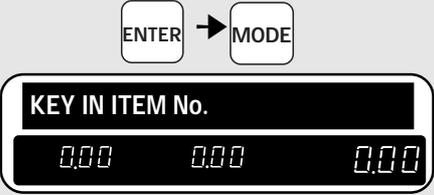
### 3.13 Advertisement Messages

Up to 9 messages can be programmed and displayed (flashing or scrolling display). This procedure is used to program these messages and the times when the messages are to be displayed.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Message Program Mode</b></p> <ul style="list-style-type: none"> <li>Press the DISPLAY TEXT key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "13" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Message Number (1 ~ 9)</b></p> <ul style="list-style-type: none"> <li>Enter the message number followed by the PLU key.</li> </ul> <p><b>Example:</b> Message no. = 1</p>	
4	<p><b>Edit Mode or Delete</b></p> <ul style="list-style-type: none"> <li><b>Text Edit (95 characters)</b> <ul style="list-style-type: none"> <li>Press the EDIT key.</li> <li>Enter the desired message using the keyboard.</li> </ul> <p><b>Note:</b> For text editing, refer to Chapter 4.</p> <ul style="list-style-type: none"> <li>When complete, press the ENTER key.</li> </ul> </li> <li><b>Skip This Step</b> <ul style="list-style-type: none"> <li>Press the ENTER key to skip this step.</li> </ul> </li> <li><b>Delete</b> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the specified message.</li> </ul> </li> </ul>	

Step	Description	Keys and Display
5	<p><b>Screen Method</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the desired type of display and speed.</li> <li>Select an appropriate number followed by the ENTER key.</li> </ul> <p><b>Example:</b> Scroll speed 1</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">←      →</p> <ul style="list-style-type: none"> <li>→0:DISP. OFF No display</li> <li>→1:SCROLL 1 Scroll speed 1</li> <li>→2:SCROLL 2 Scroll speed 2</li> <li>→3:SCROLL 3 Scroll speed 3</li> <li>→4:FLASH 1 Flashing speed 1</li> <li>→5:FLASH 2 Flashing speed 2</li> <li>→6:FLASH 3 Flashing speed 3</li> </ul> <p style="text-align: center;">1 → ENTER ENTER</p>
6	<p><b>Day of the Week</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the day of the week when the message is to be displayed.</li> <li>Select an appropriate number followed by the ENTER key.</li> </ul> <p><b>Example:</b> Everyday</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">←      →</p> <ul style="list-style-type: none"> <li>→0:EVERYDAY</li> <li>→1:SUNDAY</li> <li>→2:MONDAY</li> <li>→3:TUESDAY</li> <li>→4:WEDNESDAY</li> <li>→5:THURSDAY</li> <li>→6:FRIDAY</li> <li>→7:SATURDAY</li> </ul> <p style="text-align: center;">0 → ENTER ENTER</p>
7	<p><b>Display Time (24 hour system)</b></p> <ul style="list-style-type: none"> <li>Enter the desired time period when message is to be displayed.</li> </ul> <p><b>Example:</b> From 15:00 to 16:00</p> <ul style="list-style-type: none"> <li>Press the ENTER key to skip this step.</li> </ul>	 <p style="text-align: center;">1 6 1 9 → ENTER ENTER</p>

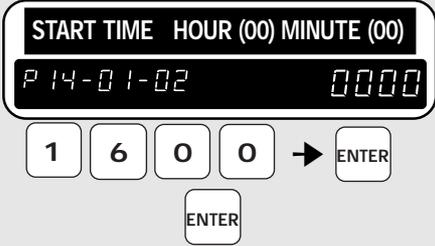
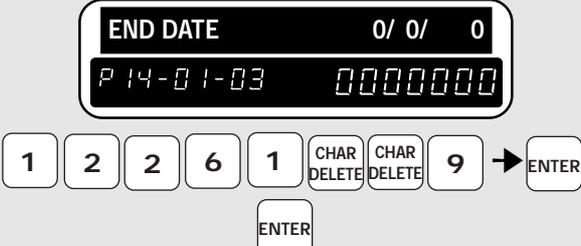
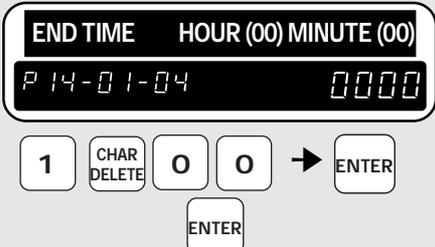
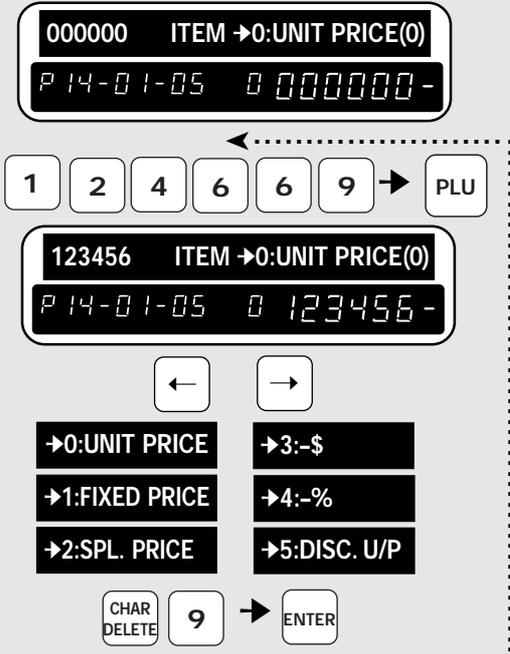
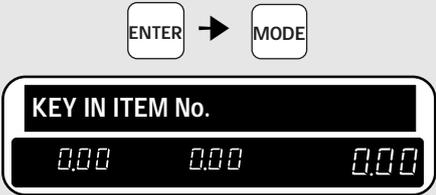
Step	Description	Keys and Display
8	<p><b>Scroll Message Change</b></p> <ul style="list-style-type: none"> <li>• Enter “1” and messages will be scrolled continuously in order.</li> <li>• Enter “0” and each message will be scrolled independently for a set period of time.</li> </ul>	 <p>The diagram for Step 8 shows a display with two lines. The top line reads "CONSECUTIVE MESSAGE Y=1 N=0(0)" and the bottom line reads "P 13-01-05". Below the display, the key sequence is: a button with "1", an arrow pointing right to a button with "ENTER", and then a button with "ENTER" below the first "ENTER" button.</p>
9	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>• When the setting has been programmed, press the END key.</li> <li>• Press the MODE key to return to the operation mode.</li> </ul>	 <p>The diagram for Step 9 shows a display with two lines. The top line reads "KEY IN ITEM No." and the bottom line reads "0.00 0.00 0.00". Above the display, the key sequence is: a button with "ENTER", an arrow pointing right to a button with "MODE".</p>

### 3.14 Campaign Files

Campaign files are used to set a special price for a particular item and the period in which this special price is valid. The following procedure is used to program campaign files.

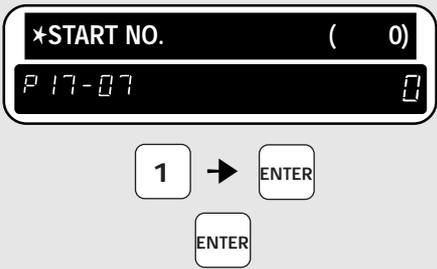
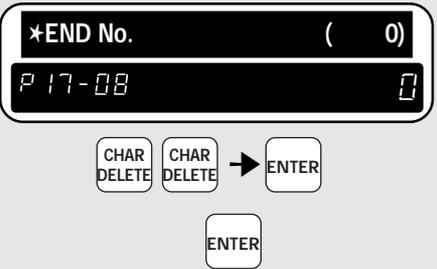
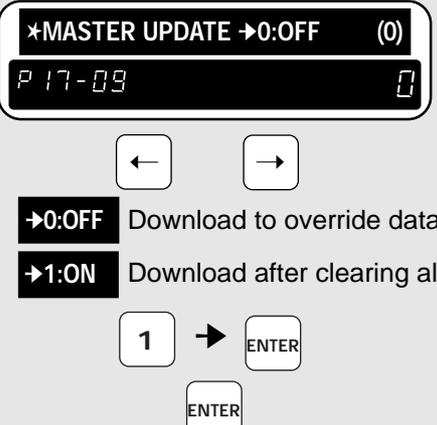
**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Campaign Item Mode</b></p> <ul style="list-style-type: none"> <li>Press the ADVERTISEMENT PRICE key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "14" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Select Campaign File (1 ~ 20)</b></p> <ul style="list-style-type: none"> <li>Enter the campaign file no. followed by the PLU key.</li> </ul> <p><b>Example:</b> File no. = 1</p>	
4	<p><b>Start Date or Delete</b></p> <p>► Start Date (MMDDYYYY)</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> <li>Enter the start date followed by ENTER key.</li> </ul> <p><b>Example:</b> December 15, 1996</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p>► Delete</p> <ul style="list-style-type: none"> <li>Press the DOWN ARROW key.</li> <li>Press the ENTER key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key to delete the specified campaign file.</li> </ul> <p><i>Note:</i> Press the ENTER key to cancel the deletion.</p>	

Step	Description	Keys and Display
5	<p><b>Start Time (24 hour system)</b></p> <ul style="list-style-type: none"> <li>Enter the start time followed by the ENTER key.</li> </ul> <p><b>Example:</b> 15:00</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
6	<p><b>End Date (MMDDYYYY)</b></p> <ul style="list-style-type: none"> <li>Enter the end date followed by the ENTER key.</li> </ul> <p><b>Example:</b> December 25, 1996</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
7	<p><b>End Time (24 hour system)</b></p> <ul style="list-style-type: none"> <li>Enter the end time followed by the ENTER key.</li> </ul> <p><b>Example:</b> 19:00</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
8	<p><b>Campaign Item/Price</b></p> <ul style="list-style-type: none"> <li>Enter the PLU number followed by the PLU key.</li> </ul> <p><b>Example:</b> PLU no. = 1 2 3 4 5 6</p> <ul style="list-style-type: none"> <li>Select the type of discount using the LEFT ARROW or RIGHT ARROW key.</li> <li>Enter the price or rate followed by the ENTER key.</li> </ul> <p><b>Example:</b> Special price = \$0.98</p>	
9	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat steps 3 and 8 for any other files.</li> </ul>	
10	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When all files have been programmed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

### 3.15 Other Programming

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><i>Note:</i> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Machine Number (2 digits)</b></p> <p>This programming is only used for a master satellite system. When the DP-3000 is used as a stand-alone terminal, this step will be skipped.</p> <ul style="list-style-type: none"> <li>Enter "17" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> <li>Enter the machine number followed by the ENTER key.</li> </ul> <p><i>Note:</i> For the master terminal, enter "1".</p> <p><b>Example:</b> Satellite machine no. = 3 0</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Closing Date (1 ~ 31)</b></p> <p>This programming is used to set a monthly closing date to serve as a reference for accounting purposes.</p> <ul style="list-style-type: none"> <li>Enter the closing date followed by the ENTER key.</li> </ul> <p><b>Example:</b> Closing date = 1 0</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
4	<p><b>Data Selection</b></p> <p>This programming is used in a master satellite system for automatic file downloading.</p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the type of data.</li> <li>Enter an appropriate number followed by the ENTER key to select the data.</li> </ul> <p><b>Example:</b> PLU select</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	

Step	Description	Keys and Display
5	<p><b>Start Number (6 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the PLU start number followed by the ENTER key.</li> </ul> <p><b>Example:</b> Start no. = 1</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p><i>Note: This step is only used when "Normal type" has been selected.</i></p>	
6	<p><b>End Number (6 digits)</b></p> <ul style="list-style-type: none"> <li>Enter the PLU end number followed by the ENTER key.</li> </ul> <p><b>Example:</b> End no. = 9 9</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p><i>Note: This step is only used when "Normal type" has been selected.</i></p>	
7	<p><b>Downloading</b></p> <ul style="list-style-type: none"> <li>Use the LEFT ARROW or RIGHT ARROW key to view the type of data.</li> <li>Enter an appropriate number followed by the ENTER key to select the downloading type.</li> <li>Then press the ENTER key.</li> </ul> <p><b>Example:</b> Download after clearing all data</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
8	<p><b>Automatic Execution Time (24 hour system)</b></p> <ul style="list-style-type: none"> <li>Enter the time when file downloading is to be automatically executed, followed by the ENTER key.</li> </ul> <p><b>Example:</b> Execution time = 21:00</p>	
9	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>Press the END key and the MODE key to return to the operation mode.</li> </ul>	

### 3.16 Setting On-line/Off-line

This procedure is used to switch between on-line and off-line programming.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

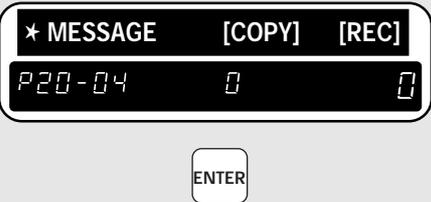
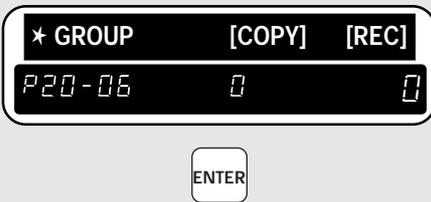
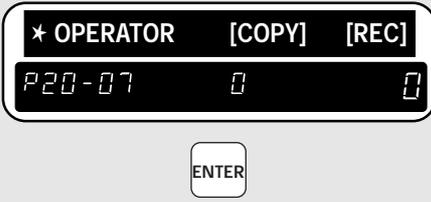
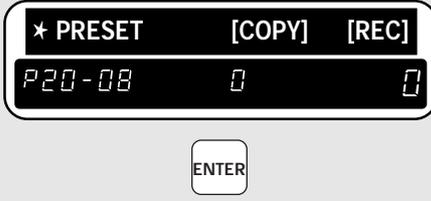
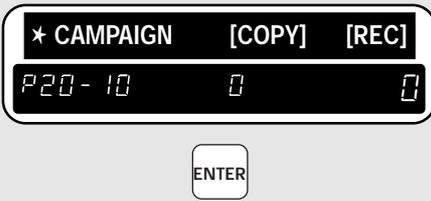
Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>On-line Setup Mode</b></p> <ul style="list-style-type: none"> <li>Enter "19" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> <li>Use the LEFT ARROW or RIGHT ARROW key to view either on-line setup or off-line.</li> <li>Enter an appropriate number followed by the ENTER key to select the mode.</li> </ul> <p><b>Example:</b> On-line</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When the selected setup has been programmed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

### 3.17 Master File Downloading

The DP-3000 can be arranged in a master satellite configuration. With this procedure, designated data can be downloaded from the master file to a specific satellite terminal.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><i>Note:</i> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Master File Maintenance</b></p> <ul style="list-style-type: none"> <li>Enter "20" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> <li>Use the DOWN ARROW or UP ARROW key to select an appropriate screen.</li> </ul> <p>➤ <b>PLU Master File</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p>➤ <b>Store Master File</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul> <p>➤ <b>Coupon Message Master File</b></p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">ENTER</p> <p style="text-align: center;">END    ↑</p> <hr/>  <p style="text-align: center;">ENTER</p> <p><b>[REC]</b> Downloading is being executed.  <b>[OK]</b> Downloading has been completed.  <b>[NG]</b> Downloading has been failed.</p> <hr/>  <p style="text-align: center;">ENTER</p> <hr/>  <p style="text-align: center;">ENTER</p>

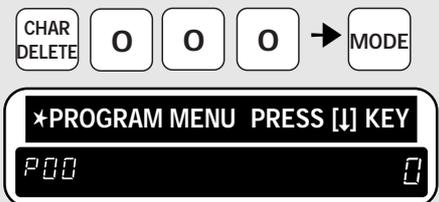
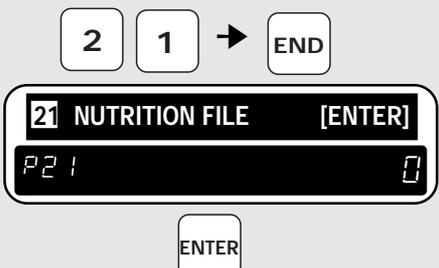
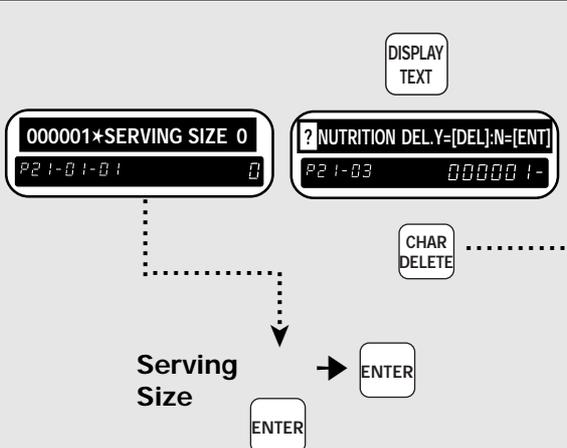
Step	Description	Keys and Display
➤	Extra Message Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	
➤	Department Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	
➤	Group Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	
➤	Operator Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	
➤	Preset Key Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	
➤	Advertisement Message Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	
➤	Campaign Master File <ul style="list-style-type: none"><li>• Press the ENTER key.</li></ul>	

Step	Description	Keys and Display
	<ul style="list-style-type: none"> <li>➤ Price Change Batch Master File                             <ul style="list-style-type: none"> <li>• Press the ENTER key.</li> </ul> </li>   <li>➤ Subtotal Data Master File                             <ul style="list-style-type: none"> <li>• Press the ENTER key.</li> </ul> </li> </ul>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">★ BATCH      [COPY]    [REC]</p> <p style="text-align: center;">P20-11      0            0</p> </div> <div style="text-align: center; margin-bottom: 10px;">  </div> <hr style="border-top: 1px dashed black;"/> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">★ SUB TOTAL    [COPY]    [REC]</p> <p style="text-align: center;">P20-12      0            0</p> </div> <div style="text-align: center;">  </div>
<p><b>3</b></p>	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>• When downloading has been completed, press the END key.</li> <li>• Press the MODE key to return to the operation mode.</li> </ul>	<div style="text-align: center; margin-bottom: 10px;">  →  </div> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; background-color: black; color: white; margin-bottom: 5px;">KEY IN ITEM No.</p> <p style="text-align: center;">0.00      0.00      0.00</p> </div>

### 3.18 Nutrition Files

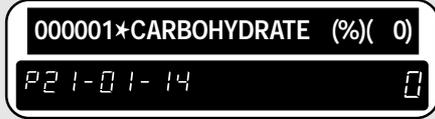
Nutrition Files can be included with each PLU. This procedure is used to program Nutrition Files to be linked with the PLUs.

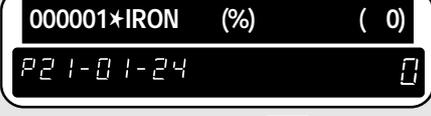
**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode. <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Nutrition File</b></p> <ul style="list-style-type: none"> <li>Enter "21" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>PLU Number</b></p> <ul style="list-style-type: none"> <li>Enter the PLU number followed by the PLU key.</li> </ul> <p><b>Example:</b> PLU no. = 1</p>	
4	<p><b>Serving Size or Delete</b></p> <ul style="list-style-type: none"> <li><b>Serving Size (10 characters)</b> <ul style="list-style-type: none"> <li>Enter "Serving Size" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul> </li> <li><b>Delete</b> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key to enter the delete mode.</li> <li>Press the CHARACTER DELETE key again to delete the specified file.</li> </ul> </li> </ul> <p><i>Note: Press the ENTER key to cancel the deletion.</i></p>	
5	<p><b>Serving per Container (4 characters)</b></p> <ul style="list-style-type: none"> <li>Enter "Serving per Container" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul> <p><b>Note:</b> The entered data will be printed when issuing nutrition label for fixed price items. For the weighed items, "varies" will always be printed.</p>	

Step	Description	Keys and Display
6	<p><b>Total Calories (4 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Total Calories" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Total Calories → ENTER</p> <p>ENTER</p>
7	<p><b>Calories from Fat (4 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Calories from Fat" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Calories from Fat → ENTER</p> <p>ENTER</p>
8	<p><b>Total Fat (3 characters)</b></p> <ul style="list-style-type: none"> <li>Select the unit of weight ("mg" or "g") by using the LEFT ARROW or RIGHT ARROW key.</li> </ul>  <ul style="list-style-type: none"> <li>Enter "Total Fat" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Select "mg" or "g"</p> <p>← OR →</p> <p>Total Fat → ENTER</p> <p>ENTER</p>
9	<p><b>Total Fat Percentage (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Total Fat Percentage" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Total Fat % → ENTER</p> <p>ENTER</p>
10	<p><b>Saturated Fat (3 characters)</b></p> <ul style="list-style-type: none"> <li>Select the unit of weight ("mg" or "g") by using the LEFT ARROW or RIGHT ARROW key.</li> </ul>  <ul style="list-style-type: none"> <li>Enter "Saturated Fat" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Select "mg" or "g"</p> <p>← OR →</p> <p>Saturated Fat → ENTER</p> <p>ENTER</p>
11	<p><b>Saturated Fat Percentage (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Saturated Fat Percentage" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Saturated Fat % → ENTER</p> <p>ENTER</p>

Step	Description	Keys and Display
<p>12 Cholesterol (3 characters)</p> <ul style="list-style-type: none"> <li>Select the unit of weight (“mg” or “g”) by using the LEFT ARROW or RIGHT ARROW key.</li> </ul>	<div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">→0:mg</div> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">→1:g</div> <ul style="list-style-type: none"> <li>Enter “Cholesterol” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>000001*CHOLESTEROL →0:mg0</p> <p>P21-01-09</p> </div> <p>Select “mg” or “g”</p> <p>← OR →</p> <p>Cholesterol → ENTER</p> <p>ENTER</p>
<p>13 Cholesterol Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Cholesterol Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<ul style="list-style-type: none"> <li>Enter “Cholesterol Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>000001*CHOLESTEROL (%) ( 0)</p> <p>P21-01-10</p> </div> <p>Cholesterol % → ENTER</p> <p>ENTER</p>
<p>14 Sodium (4 characters)</p> <ul style="list-style-type: none"> <li>Select the unit of weight (“mg” or “g”) by using the LEFT ARROW or RIGHT ARROW key.</li> </ul>	<div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">→0:mg</div> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">→1:g</div> <ul style="list-style-type: none"> <li>Enter “Sodium” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>000001*CHOLESTEROL →0:mg</p> <p>P21-01-11</p> </div> <p>Select “mg” or “g”</p> <p>← OR SPEED KEYS</p> <p>Sodium → ENTER</p> <p>ENTER</p>
<p>15 Sodium Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Sodium Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<ul style="list-style-type: none"> <li>Enter “Sodium Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>000001*SODIUM (%) ( 0)</p> <p>P21-01-12</p> </div> <p>Sodium % → ENTER</p> <p>ENTER</p>
<p>16 Carbohydrate (4 characters)</p> <ul style="list-style-type: none"> <li>Select the unit of weight (“mg” or “g”) by using the LEFT ARROW or RIGHT ARROW key.</li> </ul>	<div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">→0:mg</div> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">→1:g</div> <ul style="list-style-type: none"> <li>Enter “Total Carbohydrate” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>000001*CARBOHYDRATE →0:mg</p> <p>P21-01-13</p> </div> <p>Select “mg” or “g”</p> <p>← OR →</p> <p>Total Carbohydrate → ENTER</p> <p>ENTER</p>

Step	Description	Keys and Display
17	<p><b>Carbohydrate Percentage (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Total Carbohydrate Percentage" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Total Carbohydrate % → ENTER</p> <p>ENTER</p>
18	<p><b>Dietary Fiber (3 characters)</b></p> <ul style="list-style-type: none"> <li>Select the unit of weight ("mg" or "g") by using the LEFT ARROW or RIGHT ARROW key.</li> </ul> <p>→0:mg →1:g</p> <ul style="list-style-type: none"> <li>Enter "Dietary Fiber" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Select "mg" or "g"</p> <p>← OR →</p> <p>Dietary Fiber → ENTER</p> <p>ENTER</p>
19	<p><b>Dietary Fiber Percentage (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Dietary Fiber Percentage" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Dietary Fiber % → ENTER</p> <p>ENTER</p>
20	<p><b>Protein (3 characters)</b></p> <ul style="list-style-type: none"> <li>Select the unit of weight ("mg" or "g") by using the LEFT ARROW or RIGHT ARROW key.</li> </ul> <p>→0:mg →1:g</p> <ul style="list-style-type: none"> <li>Enter "Protein" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Select "mg" or "g"</p> <p>← OR →</p> <p>Protein → ENTER</p> <p>ENTER</p>
21	<p><b>Protein Percentage (3 digits)</b></p> <ul style="list-style-type: none"> <li>Enter "Protein Percentage" followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Protein % → ENTER</p> <p>ENTER</p>

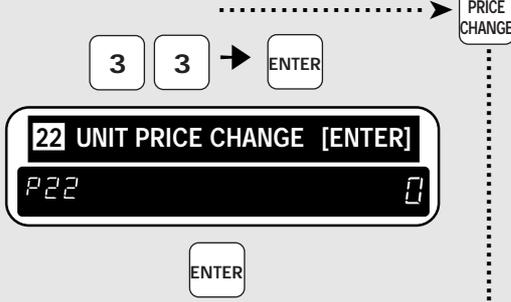
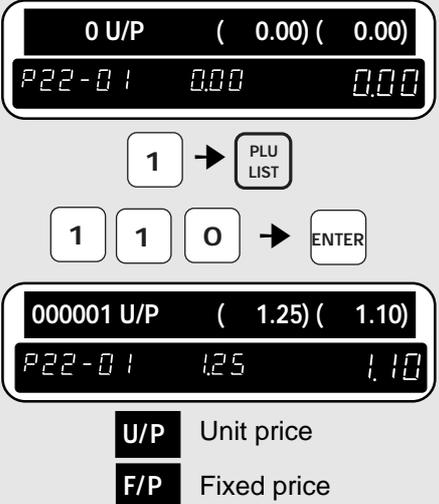
Step	Description	Keys and Display
22	<p>Sugars (3 characters)</p> <ul style="list-style-type: none"> <li>Select the unit of weight (“mg” or “g”) by using the LEFT ARROW or RIGHT ARROW key.</li> <li>Enter “Sugars” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Select “mg” or “g”</p> <p>← OR →</p> <p>Sugars → ENTER</p> <p>ENTER</p>
23	<p>Sugars Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Sugars Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Sugars % → ENTER</p> <p>GROUP</p>
24	<p>Vitamin A Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Vitamin A Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Vitamin A % → ENTER</p> <p>ENTER</p>
25	<p>Vitamin C Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Vitamin C Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Vitamin C % → ENTER</p> <p>ENTER</p>
26	<p>Calcium Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Calcium Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Calcium % → ENTER</p> <p>ENTER</p>
27	<p>Iron Percentage (3 digits)</p> <ul style="list-style-type: none"> <li>Enter “Iron Percentage” followed by the ENTER key.</li> <li>Press the ENTER key.</li> </ul>	 <p>Iron % → ENTER</p> <p>ENTER</p>

Step	Description	Keys and Display
28	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat steps 3 and 27 for any other nutrition files.</li> </ul>	
29	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When all files have been programmed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	 <p>The diagram illustrates the key sequence for returning to operation mode. It shows an 'ENTER' key followed by an arrow pointing to a 'MODE' key. Below this, a digital display is shown with the text 'KEY IN ITEM No.' and three '0.00' values.</p>

### 3.19 Changing Unit Price/Fixed Price

This procedure is used to change either the PLU unit price or fixed price when the DP-3000 is used on-line.

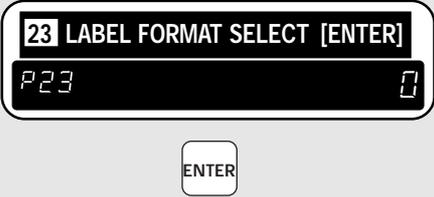
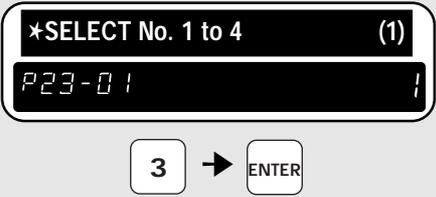
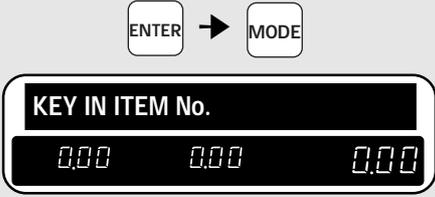
**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.</li> </ul> <p><b>Example:</b> Password = 9000</p> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Price Change Mode</b></p> <ul style="list-style-type: none"> <li>Press the PRICE CHANGE key to skip this step.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>Enter "22" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Price Change</b></p> <ul style="list-style-type: none"> <li>Enter the PLU no. followed by the PLU key.</li> </ul> <p><b>Example:</b> PLU no. = 1</p> <ul style="list-style-type: none"> <li>Enter the new price followed by the ENTER key.</li> </ul> <p><b>Example:</b> Current unit price = \$1.25 New unit price = \$1.10</p>	
4	<p><b>Repeat</b></p> <ul style="list-style-type: none"> <li>Repeat step 3 for any other prices to be changed.</li> </ul>	
5	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When all prices have been changed, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

### 3.20 Label Format Selection

This procedure is used to select one of the four label formats available with the DP-3000.

**Note:** Confirm that the Program Key Sheet, and not the Operation Key Sheet, is being used for this operation.

Step	Description	Keys and Display
1	<p><b>Program Mode</b></p> <ul style="list-style-type: none"> <li>Enter the password followed by the MODE key to access the program mode.  <b>Example:</b> Password = 9000</li> </ul> <p><b>Note:</b> To exit the program mode, press the MODE key again.</p>	
2	<p><b>Selection Mode</b></p> <ul style="list-style-type: none"> <li>Enter "23" followed by the DOWN ARROW key.</li> <li>Press the ENTER key.</li> </ul>	
3	<p><b>Select Label Format (1 ~ 4)</b></p> <ul style="list-style-type: none"> <li>Enter an appropriate number followed by the ENTER key to select the label format.  <b>Example:</b> Label format = 1</li> <li>Press the ENTER key.</li> </ul>	
4	<p><b>Return to Operation Mode</b></p> <ul style="list-style-type: none"> <li>When the label format has been selected, press the END key.</li> <li>Press the MODE key to return to the operation mode.</li> </ul>	

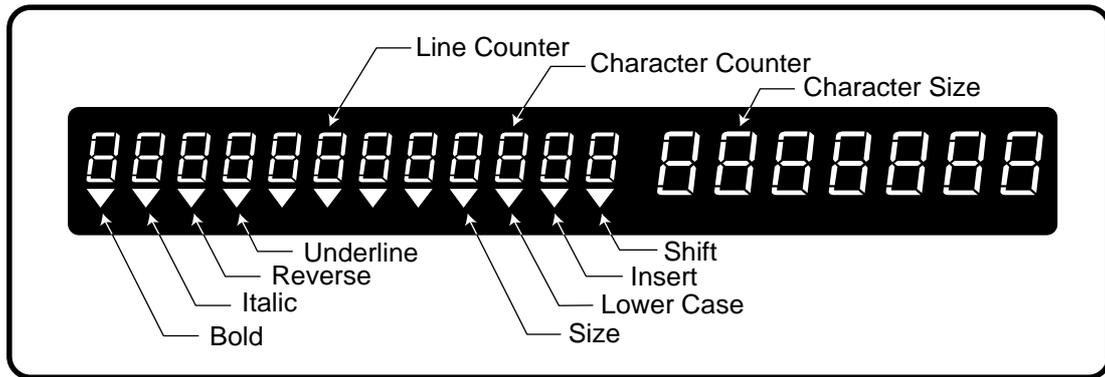
# Chapter 4

## TEXT EDITING

### Contents

4.1	7-Segment Indicators .....	76
4.2	Character Size .....	76
4.3	Text Editing Keys .....	77
4.4	How to Create/Edit Text .....	78
4.5	How to Reverse Text .....	79
4.6	How to Insert Characters .....	81
4.7	How to Change Characters .....	82
4.8	How to Delete Characters .....	83

## 4.1 7-Segment Indicators



## 4.2 Character Size

The following text can be entered while in the Editing mode.

### Variable Character Size

- PLU name
- Extra message
- Store name
- Coupon message

### Fixed Character Size

- Department name (max. 12 characters)
- Group name (max. 12 characters)
- Operator name (max. 12 characters)
- Store address (max. 47 characters)

Character Size		Print Examples
Size 1	7 × 14 mm (Upper/Lower case) Max. 48 characters/line	SIZE 1
Size 2	10 × 20 mm (Upper case only) Max. 36 characters/line	SIZE 2
Size 3	15 × 30 mm (Upper case only) Max. 25 characters/line	SIZE 3
Size 4	20 × 40 mm (Upper case only) Max. 18 characters/line	SIZE 4
Size 5	30 × 60 mm (Upper case only) Max. 12 characters/line	SIZE 5
Size 6	40 × 80 mm (Upper case only) Max. 9 characters/line	SIZE 6
Size 7	60 × 120 mm (Upper case only) Max. 6 characters/line	SIZE 7

## 4.3 Text Editing Keys

Use the following Text Editing keys (located on the Program Key Sheet) when creating, editing or deleting text.

### Alphanumeric Keys

The Program Key Sheet comes with a typewriter style alpha-numeric keys to enter data into fields available.



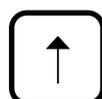
#### SHIFT

Used to access the upper character of keys with two characters.



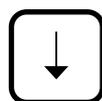
#### LOWER CASE

Used to change upper or lower case characters.



#### UP ARROW

Used to move the cursor up one line and over to the left margin. Also used to move up the cursor several lines at one time by first entering the number of lines.



#### DOWN ARROW

Used to move the cursor down one line and over to the left margin. Also used to move down the cursor several lines at one time by first entering the number of lines.



#### LEFT ARROW

Used to move the cursor one space to the left. Also used to move several spaces to the left at one time by first entering the number of spaces.



#### RIGHT ARROW

Used to move the cursor one space to the right. Also used to move several spaces to the right at one time by first entering the number of spaces.



#### EDIT

Used to enter the text entry mode for any text field.



#### NEW LINE

Used as a carriage return when in the text edit mode.



#### BACK SPACE

Used to delete the last entered character.



#### CHARACTER DELETE

Used to delete the character where cursor is placed on the display from text field.



#### LINE DELETE

Used to delete an entire line from text field.



#### INSERT

Used to change between inserting or overriding characters in editing of any text field.



#### NORMAL

Used to return to normal type (character size remains unchanged).



#### ITALIC

Used to switch to italic type. Also used to return to normal type.



#### UNDERLINE

Used to switch to underline type. Also used to return to normal type.



#### REVERSE

Used to switch to reverse type. Also used to return to normal type.



#### BOLD

Used to switch to bold type. Also used to return to normal type.



#### SIZE

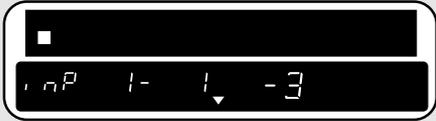
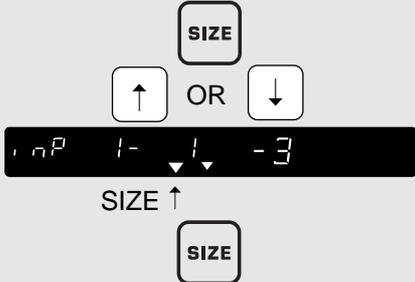
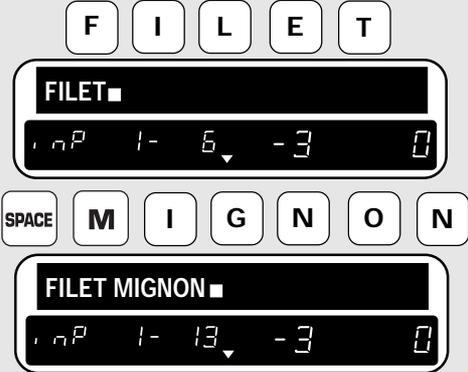
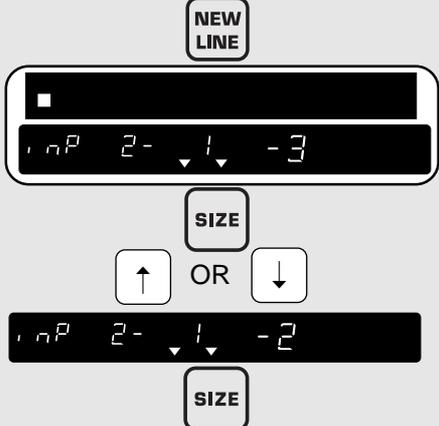
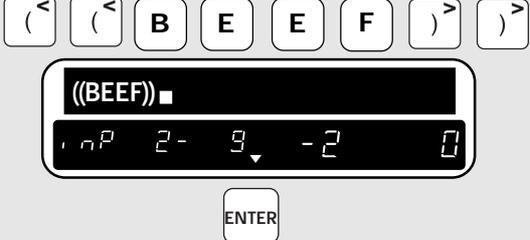
Used in combination with the UP ARROW or DOWN ARROW key to select character sizes.



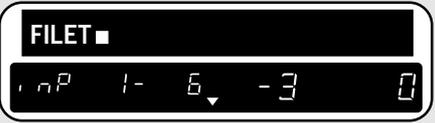
#### COPY

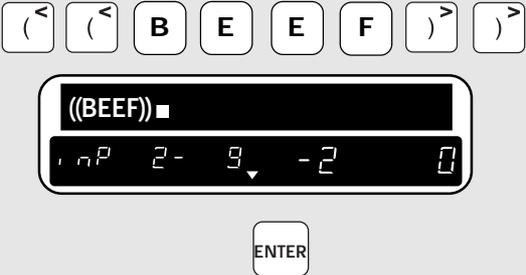
Used to copy messages such as product name, extra message, coupon message, etc.

## 4.4 How to Create/Edit Text

Step	Description	Keys and Display
1	<b>Text Edit Mode</b> <ul style="list-style-type: none"> <li>Make sure that the DP-3000 is in the text edit mode.</li> </ul>	 <p style="text-align: center;">↑ Character size</p>
2	<b>Character Size of the First Line</b> <ul style="list-style-type: none"> <li>Press the SIZE key, and the size indicator will light.</li> <li>Press the UP ARROW or DOWN ARROW key to select the desired character size (1 ~ 7).</li> <li><b>Example:</b> Size 3</li> <li>Press the SIZE key again to determine the character size.</li> </ul>	 <p style="text-align: center;">SIZE ↑</p>
3	<b>Text on the First Line</b> <ul style="list-style-type: none"> <li>Enter the desired text on the 1st line.</li> </ul> <p style="text-align: center;"><b>Example:</b> FILET MIGNON</p>	
4	<b>Character Size of the New Line</b> <ul style="list-style-type: none"> <li>Press the NEW LINE Key.</li> <li>Select the desired character size by pressing the UP or DOWN key.</li> <li><b>Example:</b> Size 2</li> <li>Press the SIZE key again to determine the character size.</li> </ul>	 <p style="text-align: center;">SIZE</p>
5	<b>Text on the New Line</b> <ul style="list-style-type: none"> <li>Enter the desired text on the 2nd line.</li> </ul> <p style="text-align: center;"><b>Example:</b> ((BEEF))</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">ENTER</p>
6	<b>Print</b> <ul style="list-style-type: none"> <li>Press the PRINT key to confirm the entered text.</li> </ul>	 <p style="text-align: center;">PRINT</p> <p style="text-align: center;">FILET MIGNON ((BEEF))</p>

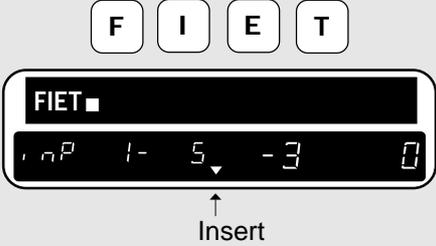
## 4.5 How to Reverse/Italic/Underline/Bold Text

Step	Description	Keys and Display
1	<b>Text Edit Mode</b> <ul style="list-style-type: none"> <li>Make sure that the DP-3000 is in the text edit mode.</li> </ul>	 <p style="text-align: center;">↑ Character size</p>
2	<b>Character Size of the First Line</b> <ul style="list-style-type: none"> <li>Press the SIZE key, and the size indicator will light.</li> <li>Press the UPARROW or DOWNARROW key to select the desired character size (1 ~ 7).</li> </ul> <p style="text-align: center;"><b>Example:</b> Size 3</p> <ul style="list-style-type: none"> <li>Press the SIZE key again to determine the character size.</li> </ul>	<p style="text-align: center;">SIZE</p> <p style="text-align: center;">↑ OR ↓</p>  <p style="text-align: center;">SIZE ↑</p> <p style="text-align: center;">SIZE</p>
3	<b>Reverse Text on the First Line</b> <ul style="list-style-type: none"> <li>Press the REVERSE key to select text reverse mode, and the REVERSE indicator will light.</li> </ul> <p><i>Note: At this point, ITALIC, BOLD, and UNDERLINE keys can also be used.</i></p> <ul style="list-style-type: none"> <li>Enter the desired text on the 1st line.</li> </ul> <p style="text-align: center;"><b>Example:</b> FILET MIGNON</p> <ul style="list-style-type: none"> <li>Press the NORMAL key, or press the REVERSE key again to return to standard text.</li> </ul>	<p style="text-align: center;">REVERSE</p>  <p style="text-align: center;">↑ Reverse</p> <p style="text-align: center;">F I L E T</p>  <p style="text-align: center;">SPACE M I G N O N</p>  <p style="text-align: center;">REVERSE OR NORMAL</p> 
4	<b>Character Size of the New Line</b> <ul style="list-style-type: none"> <li>Press the NEW LINE key.</li> <li>Press the UPARROW or DOWNARROW key to select the desired character size (1 ~ 7).</li> </ul> <p style="text-align: center;"><b>Example:</b> Size 2</p> <ul style="list-style-type: none"> <li>Press the SIZE key again to determine the character size.</li> </ul>	<p style="text-align: center;">NEW LINE</p>  <p style="text-align: center;">SIZE</p> <p style="text-align: center;">↑ OR ↓</p>  <p style="text-align: center;">SIZE</p>

Step	Description	Keys and Display
5	<p><b>Text on the New Line</b></p> <ul style="list-style-type: none"> <li>Enter in the desired text on the 2nd line.</li> </ul> <p style="text-align: center;"><b>Example:</b> ((BEEF))</p> <ul style="list-style-type: none"> <li>Press the ENTER key.</li> </ul>	 <p style="text-align: center;">ENTER</p>
6	<p><b>Print</b></p> <ul style="list-style-type: none"> <li>Press the PRINT key to confirm the entered text.</li> </ul>	<p style="text-align: center;">PRINT</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="border: 1px solid black; width: 40px; height: 20px;"></div> <span>Reverse</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="border: 1px solid black; width: 40px; height: 20px;"></div> <span>Bold</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="border: 1px solid black; width: 40px; height: 20px;"></div> <span>Italic</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="border: 1px solid black; width: 40px; height: 20px;"></div> <span>Underline</span> </div>

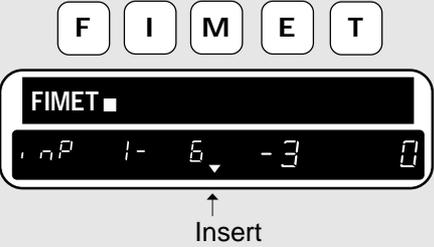
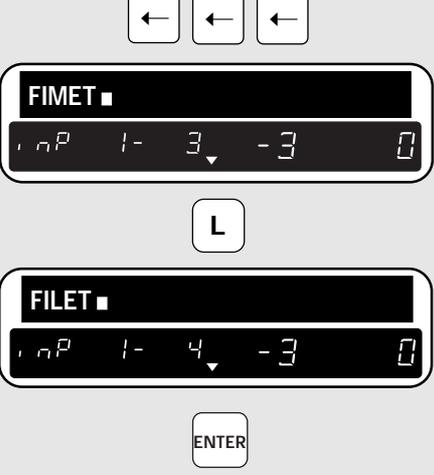
## 4.6 How to Insert Characters

Use the LEFT ARROW or RIGHT ARROW key to place the cursor on the character immediately after the desired location for character insertion. Then type the new character.

Step	Description	Keys and Display
1	<b>Mistaken Text</b> <ul style="list-style-type: none"> <li>“FIET” instead of “FILET” was entered by mistake.</li> </ul>	
2	<b>Insert Mode</b> <ul style="list-style-type: none"> <li>Make sure that the INSERT indicator is lit.</li> </ul> <p><b>Note:</b> If this indicator is not lit, press the INSERT key to turn on the INSERT indicator.</p>	
3	<b>Correction</b> <ul style="list-style-type: none"> <li>Press the LEFT ARROW key twice to move the cursor two characters to the left.</li> </ul> <p style="text-align: center;"><b>Example:</b> “L” between “I” and “E”</p> <ul style="list-style-type: none"> <li>Type “L” followed by the ENTER key.</li> </ul>	

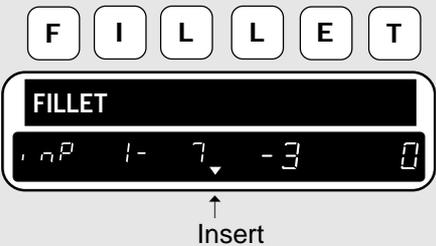
## 4.7 How to Change Characters

Use the LEFT ARROW or RIGHT ARROW key to place the cursor on the character to be changed. Then type the new character.

Step	Description	Keys and Display
1	<p><b>Mistaken Text</b></p> <ul style="list-style-type: none"> <li>“FIMET” instead of “FILET” was entered by mistake.</li> </ul>	
2	<p><b>Change Mode</b></p> <ul style="list-style-type: none"> <li>Press the INSERT key to turn off the INSERT indicator.</li> </ul> <p><i>Note: Make sure that the INSERT indicator is not lit.</i></p>	
3	<p><b>Correction</b></p> <ul style="list-style-type: none"> <li>Press the LEFT ARROW key three times to move the cursor three characters to the left.</li> </ul> <p><b>Example:</b> Change from “M” to “L”</p> <ul style="list-style-type: none"> <li>Type “L” followed by the ENTER key.</li> </ul>	

## 4.8 How to Delete Characters

Use the LEFT ARROW or RIGHT ARROW key to place the cursor on the character to be deleted. Press the CHARACTER DELETE key to delete the selected characters.

Step	Description	Keys and Display
1	<b>Mistaken Text</b> <ul style="list-style-type: none"> <li>“FILLET” instead of “FILET” was entered by mistake.</li> </ul>	
2	<b>Insert Mode</b> <ul style="list-style-type: none"> <li>Make sure that the INSERT indicator is lit.</li> </ul> <p><b>Note:</b> If this indicator is not lit, press the INSERT key to turn on the INSERT indicator.</p>	
3	<b>Correction</b> <ul style="list-style-type: none"> <li>Press the LEFT ARROW key three times to move the cursor three characters to the left.</li> </ul> <p style="text-align: center;"><b>Example:</b> Delete “L”</p> <ul style="list-style-type: none"> <li>Press the CHARACTER DELETE key followed by the ENTER key.</li> </ul>	