

# Versa-portion RLP-S/SM

*Multi-Purpose Bench Scale*

## Operation Manual



**RICE LAKE**<sup>®</sup>  
WEIGHING SYSTEMS

To be the best by every measure<sup>®</sup>

115519



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# 1.0 Introduction

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The Versa-portion RLP-S/SM is a multi-purpose bench scale that offers practical solutions for a full range of applications. Its internal resolution of 1/90,000 gives you maximum precision and accuracy. Its backlit LCD display enables operators to easily see weights. When portability is required, choose the optional rechargeable battery for over 60 hours of continuous usage. The Versa-portion RLP-S/SM is designed to reliably operate in many environments and withstand transport from one area of the plant to another or from one business to the next.



This manual can be viewed or downloaded from the RLWS website at [www.ricelake.com/manuals](http://www.ricelake.com/manuals).

## 1.1 Safety

### Safety Signal Definitions:



**WARNING**

*Indicates a potentially hazardous situation that, if not avoided could result in serious injury or death, and includes hazards that are exposed when guards are removed.*



**CAUTION**

*Indicates a potentially hazardous situation that, if not avoided may result in minor or moderate injury.*



**Important**

*Indicates information about procedures that, if not observed, could result in damage to equipment or corruption to and loss of data.*

### General Safety

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*Do not operate or work on this equipment unless you have read and understand instructions in the manual. Failure to follow the instructions or heed the warnings could result in injury or death. Contact any Rice Lake Weighing Systems dealer for replacement manuals. Proper care is your responsibility.*



**WARNING**

***Failure to heed may result in serious injury or death.***

*DO NOT allow minors (children) or inexperienced persons to operate this unit.*

*DO NOT operate without all shields and guards in place.*

*DO NOT jump on the scale.*

*DO NOT use for purposes other than weight taking.*

*DO NOT place fingers into slots or possible pinch points.*

*DO NOT use any load bearing component that is worn beyond 5% of the original dimension.*

*DO NOT use this product if any of the components are cracked.*

*DO NOT exceed the rated load limit of the unit.*

*DO NOT make alterations or modifications to the unit.*

*DO NOT remove or obscure warning labels.*

*Keep hands, feet and loose clothing away from moving parts.*

## 1.2 Front Panel

Table 1-1 lists the indications and front-panel buttons available on the Versa-portion RLP-S/SM.

Indication	Description
<b>oz *</b>	On when the weight display is in ounces *(not available in Versa-portion RLP-SM)
<b>lb *</b>	On when the weight display is in pounds *(not available in Versa-portion RLP-SM)
<b>g *(kg)</b>	On when the weight display is in grams *(Versa-portion RLP-SM value is kg, display is in kilograms)
<b>→0←</b>	On when the zero point is adjusted and the weight is stable
<b>Net</b>	On when tare subtraction is performed
	On (blinking) when the battery is weak and needs to be recharged
Front-Panel Button	Description
	Resets the weight display to zero
	Sets or clears the tare value
	Turns the display on/off
	Changes measurement units between lb, oz, g, kg (not available in Versa-portion RLP-SM)

Table 1-1. Versa-portion RLP-S/SM Indications and Front-Panel Buttons

## 2.0 Operation

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### 2.1 On/Off

1. Press the **POWER** key. The display will blink 8.8.8.8.8.8. and show 0.000 when ready to weigh.

### 2.2 Tare

Tare values can be used for up to half of scale capacity.

#### Performing a Tare

1. Place the item to be tared (typically a container) on the platter.
2. Press the **TARE** key.
3. The display will show 0.000 with the tared item on the platter.

#### Removing a Stored Tare

1. Remove the tared item from the platter.
2. Press the **TARE** key.
3. The display will show 0.000.

### 2.3 Automatic Shut-Off Timer

The Versa-portion RLP-S/SM has a built-in automatic shut-off timer. This timer can be set to turn the unit off after three minutes of inactivity or 10 minutes of inactivity.

#### Setting the Timer for Three Minutes

1. If the unit is powered on, press the **POWER** key until it shuts down.
2. With the unit powered off, press and hold the **POWER** key for three seconds. The display will show 3.
3. Release the **POWER** key. The timer is now set to turn the unit off after three minutes of inactivity.

#### Setting the Timer for 10 Minutes

1. If the unit is powered on, press the **POWER** key until it powers off.
2. With the unit powered off, press and hold the **POWER** key for six seconds. The display will show 3 after a period of three seconds. It will show 10 after six seconds.
3. Once the display shows 10, release the **POWER** key. The timer is now set to turn the unit off after 10 minutes of inactivity.

#### Disabling the Timer

1. If the unit is powered on, press the **POWER** key until it shuts down.
2. With the unit powered off, press and hold the **POWER** key for nine seconds. The display will show 3 after a period of three seconds and 6 after six seconds. It will show 999 after nine seconds.
3. Once the display shows 999, release the **POWER** key. The timer is now disabled.

### 2.4 Display Brightness

The Versa-portion RLP-S/SM display brightness can be set to one of three levels.

#### Changing the brightness setting

1. Hold the **ZERO** key and press Tare three times.
2. Press the **ZERO** key to increase the dimmer level and the Power button to decrease the dimmer level.
3. The display will show 1, 2, 3, or 4 depending on which dimmer level is being displayed.
4. Press the **TARE** key to save the setting and return to weigh mode.

## 2.5 Default Primary Unit

The Units button cycles through g, lb, and oz. (Versa-portion RPL-SM is only available in kg)

### Setting the Default Primary Unit

1. Hold the **ZERO** key and press the **UNITS** key three times.
2. Press the **POWER** key to cycle through available units.
3. When the desired default unit is displayed, press the **TARE** key to save the setting and return to weigh mode.

## 2.6 G, lb and oz Conversion

(Not available in Versa-portion RLP-SM)

G, lb and oz conversion is available only when SPEC08=011 (see Section 3.4).

1. Switch between units by pressing the **UNITS** key.



**Note** *(G) uppercase is the abbreviation for gross.  
(g) lowercase is the correct abbreviation for grams.*

## 3.0 Calibration

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To enter calibration mode, remove the screw on the bottom of the scale as shown in Figure 3-1. Use a small tool to press the span setup switch located under the screw. Setup will time out to verify the switch is set to the *ON* position. Then, perform a span switch state check (see Section 3.1).



*Figure 3-1. Setup Switch*

### 3.1 Software Version and Span State Check

1. With the unit in weigh mode, press and hold the **ZERO** key.
2. With the **ZERO** key held, press and release the **POWER** key three times.
3. The display will show the software version for two seconds, then show the current span switch state (*S-ON* or *S-OFF*).  
After three seconds, the unit will return to weigh mode.

### 3.2 Performing a Calibration

The Versa-portion RLP-S/SM must be calibrated in grams or kilograms, and SPEC 01 and 02 must be set for the gram value (or kg in the SM version). See Section 3.4.

1. With the unit in weigh mode, press and hold the **ZERO** key.
2. With the **ZERO** key held, press and release the **POWER** key twice, then press and release the **TARE** key.  
The display will show *CAL00*.



**Note** To exit calibration at any time, press the **TARE** key.

3. Ensure there is no weight on the platter, then press the **ZERO** key to calibrate the zero point.

The display will show dashes, then *CALSP*.

4. Place the scale's full capacity weight on the platter and press the **ZERO** key to calibrate span.

The display will show dashes, then the weight value.



**Note** Calibration weight is full grams capacity. Full capacity values are as follows: *RLP-6S = 3000 g (3 kg)*;

*RLP-15S = 6000 g (6 kg)*; *RLP-30S = 15000 g (15 kg)*; *RLP-60S = 30000 g (30 kg)*.

5. The scale will return to weigh mode automatically. Power down the unit.

6. Calibration is complete.

### 3.3 Enclosure Security

After an NTEP inspector has examined the unit, he/she will install security cables through three bolts on the underside of the scale. These cables prevent the unit from being tampered with by an unauthorized individual. If the cable is removed, NTEP certification will become void.



Figure 3-2. Legal for trade seal; cable passes through three bolts

### 3.4 Setting the SPEC Value

The SPEC value is used to specify decimal point position, minimum display, net/gross multi-interval, resolution, weight single or multi-interval, decimal point figure, negative weight display mask, IR mode protection (SPAN switch must be turned on to allow calibration), start range (amount of weight that can be on the scale when it is turned on), re-zero range, manual tare cancellation, tare subtraction, tare accumulation, auto tare, weight reset, tare auto clear, zero tracking, re-zero, and the **UNIT** key function. See Table 3-1 on page 5.

1. Press the setup switch (see Figure 3-1).

2. With the unit in weigh mode, press and hold the **ZERO** key.



SPEC Number	Bit 2	Bit 1	Bit 0
06	Auto tare clear when rezero 0 - Allow <b>1 - Prohibit</b>	Weight reset when tare <b>0 - Allow</b> 1 - Prohibit	Tare auto clear (Greater or equal to Gross 21e and greater or equal to Net 5e) 0 - Allow <b>1 - Prohibit</b>
07	Zero tracking when Tare 0 - Allow <b>1 - Prohibit</b>	Re-zero function <b>0 - Allow</b> 1 - Prohibit	Additional zero for weight when only fixed zeros are displayed (V1.02 and above) <b>0 - Allow (NTEP)</b> 1 - Prohibit
08	Unit key (Not used on Versa-portion RLP-SM) 000 - No 001 - For g and lb conversion 010 - Not used <b>011 - G, lb and oz</b> 100 - 111 Not used		

Table 3-1. SPEC Number And Bit Explanation (Defaults Are Bold) (Continued)

### 3.5 Internal Count and A/D Count Display

1. With the unit in weigh mode, press and hold the **ZERO** key.
2. With the **ZERO** key held, press and release the **TARE** key twice, then press and release the **POWER** key.  
The display will show ,,,,0,.
3. Press the **POWER** key to display the A/D count.
4. To return to weigh mode, press the **TARE** key.



**Note**

**(G) uppercase is the abbreviation for gross.**

**(g) lowercase is the correct abbreviation for grams.**

# 4.0 Appendix

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## 4.1 DC Battery Pack

### 4.1.1 Battery Pack Replacement/Installation

An optional DC battery pack (PN 108516) for the Versa-portion RLP-S/SM is available and can be purchased from RLWS to ship with the scale or retrofit in the field. The rechargeable 6V 5.0 AH battery pack allows for up to 60 hours of scale use without an AC power supply (with display set to Dimmer Level 2). It is located in the bottom of the scale base. Use the following procedure to install or replace the battery pack.

1. Unplug the scale from power source.
2. Place scale its left side.



*Do not turn the scale upside down. Always work with the scale on its side. Damage to the load cell can occur if the scale is turned upside down.*

3. Unscrew the Phillips-head screws holding the battery compartment door closed.
4. Unscrew the two screws holding on the battery holding bracket and remove the bracket.
5. If you are removing a battery previously installed, remove the battery from its compartment, then disconnect the black (-) and red (+) electrical leads from the battery. If you are installing a new battery, go to step 6.
6. Attach the red lead to the positive (+) terminal of the new DC battery pack, and the black lead to the negative (-) terminal. Place new DC battery pack in battery compartment.
7. Replace the battery holding bracket and fasten it with its two screws.
8. Replace the battery compartment door and fasten it with the screws removed in Step 3.
9. Put the scale back upright on its feet.
10. Press the **POWER** key located on the front of the scale.

### 4.1.2 Battery Charging

A fully charged battery allows for approximately 60 hours of continuous use. When the battery is low, the battery indicator light will light up. To charge the battery, plug in the AC power cord. Charge time is 8-10 hours.

## 4.2 Error Messages

Display	Description	Solution
8 8 8 8 8 8	The scale is not steady.	Place the scale on a firm, flat base.
O F	The weight exceeds capacity + 9d, or something is on the platter when it was powered on.	Remove any items from the platter and cycle power.
U F	The negative weight exceeds the display limit.	Re-zero or cycle power.
E r r o r	An error has occurred in maintenance mode.	Repeat the operation.
E R R 01	There is an A/D error.	Contact the scale dealer or RLWS.
E R R 02	There is a data flash erase error.	Contact the scale dealer or RLWS.
E R R 03	There is a data flash program error.	Contact the scale dealer or RLWS.

*Table 4-1. Error Messages*

# 5.0 Specifications

## Display

LED, 6 digits

## Capacity

RPL-6S 6,000 lb x 0.002 lb;  
3000 g x 1 g; 60.00  
oz x 0.02 oz

RPL-15S 15,000 lb x 0.005 lb;  
6000 g x 2 g; 150.00  
oz x 0.05 oz

RPL-30S 30,000 lb x 0.01 lb;  
15000 g x 5 g; 300.0  
oz x 0.1 oz

RPL-60S 60,000 lb x 0.02 lb;  
30000 g x 10 g;  
600.0 oz x 0.2 oz

Versa-portion RPL-SM

RPL-3SM 3 kg x 1 g  
RPL-6SM 6 kg x 2 g  
RPL-15SM 15 kg x 5 g  
RPL-30SM 30 kg x 10 g

## Display Indicators

Ounces, Grams, Pounds, NET, Center of  
Zero, Battery Usage

Versa-portion RPL-SM

Kilograms, NET, Center of Zero, Battery  
Usage

## Keyboard

REZERO key, TARE key, ON/OFF key

## Resolution

Display Resolution 1/3000  
Internal Resolution 1/90,000

## Platter Size

237.2 mm x 298.0 mm

## Operating Humidity

15 to 85% relative humidity

## Operating Temperature

14° F to 104° F (-10° C to +40° C)

## Power Consumption

18W when using AC power  
3W when using rechargeable battery  
Battery life: 60 hours of continuous usage

## Power Source

DC 12V/1.5A, DC 6V5Ah rechargeable  
battery (Optional)

## Dimensions

251.6 mm x 289.7 mm x 134.6 mm

## Package Weight

6.3 kg

## Package Size

377 mm x 337 mm x 245 mm

## Capacity/Minimum Graduation/Tare Range

Max Cap.	Min Cap.	Min Graduation	Tare Range
3 kg	20 g	1 g (1e = 30IR)	0 - 1.499 kg
6 kg	40 g	2 g (1e = 30IR)	0 - 2.998 kg
15 kg	100 g	5 g (1e = 30IR)	0 - 7.495 kg
30 kg	200 g	10 g (1e = 30IR)	0 - 14.99 kg

## Certifications and Approvals

### Versa-portion (US version)



CoC Number 10-068

Measurement  
Canada  
Approved

AM-10-0054

Versa-portion RPL-SM (pending)



OIML



## Rating

IP68



*Do not use any parts on  
this scale that may  
contain lead.*

# Versa-portion RLP-S/SM Limited Warranty

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Rice Lake Weighing Systems (RLWS) warrants that all RLWS equipment and systems properly installed by a Distributor or Original Equipment Manufacturer (OEM) will operate per written specifications as confirmed by the Distributor/OEM and accepted by RLWS. All systems and components are warranted against defects in materials and workmanship for one year.

RLWS warrants that the equipment sold hereunder will conform to the current written specifications authorized by RLWS. RLWS warrants the equipment against faulty workmanship and defective materials. If any equipment fails to conform to these warranties, RLWS will, at its option, repair or replace such goods returned within the warranty period subject to the following conditions:

- Upon discovery by Buyer of such nonconformity, RLWS will be given prompt written notice with a detailed explanation of the alleged deficiencies.
- Individual electronic components returned to RLWS for warranty purposes must be packaged to prevent electrostatic discharge (ESD) damage in shipment. Packaging requirements are listed in a publication, *Protecting Your Components From Static Damage in Shipment*, available from RLWS Equipment Return Department.
- Examination of such equipment by RLWS confirms that the nonconformity actually exists, and was not caused by accident, misuse, neglect, alteration, improper installation, improper repair or improper testing; RLWS shall be the sole judge of all alleged non-conformities.
- Such equipment has not been modified, altered, or changed by any person other than RLWS or its duly authorized repair agents.
- RLWS will have a reasonable time to repair or replace the defective equipment. Buyer is responsible for shipping charges both ways.
- In no event will RLWS be responsible for travel time or on-location repairs, including assembly or disassembly of equipment, nor will RLWS be liable for the cost of any repairs made by others.

**These warranties exclude all other warranties, expressed or implied, including without limitation warranties of merchantability or fitness for a particular purpose. Neither RLWS nor distributor will, in any event, be liable for incidental or consequential damages.**

**RLWS and buyer agree that RLWS's sole and exclusive liability hereunder is limited to repair or replacement of such goods. In accepting this warranty, the buyer waives any and all other claims to warranty.**

**Should the seller be other than RLWS, the buyer agrees to look only to the seller for warranty claims.**

**No terms, conditions, understanding, or agreements purporting to modify the terms of this warranty shall have any legal effect unless made in writing and signed by a corporate officer of RLWS and the Buyer.**

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