

Reversing

Reversing is possible only upon adding at least one item to the receipt.

- 1 With an open receipt press the [MENU] key twice.
- 2 Using keys [UP] / [DOWN] chose "Storno wg linii" (Reverse acc. to line) or "Storno wg PLU" (Reverse acc. to PLU) and confirm with [RAZEM].
- 3 Next, using the same keys chose a line or PLU for reversing and confirm with [RAZEM].
- 4 Upon approving the line or PLU, confirmation of the deleted position will be printed.

Completing a receipt with a couple of payment

Selecting forms of payment is possible only with the register subtotal.

- 1 In the "Podsuma", press the [MENU] key twice.
- 2 Using the keys [UP] / [DOWN] chose a item "6 Formy płatności" and confirm with [RAZEM].
- 3 Using the keypad enter an amount and accept with [RAZEM].
- 4 If a lower amount was entered than the receipt value please repeat the operation.

Receipt cancellation

- 1 With an open transaction transaction, keep [C] pressed for about 2 seconds.
- 2 Confirm the message "Anulować paragon?" using [RAZEM].
- 3 The transaction shall be cancelled.

Daily fiscal report

- 1 Log in as an operator i.e. a manager.
- 2 Using keys [UP] / [DOWN] enter to the menu "2 Kierownik" → "1 Raporty" → "1 Raporty fiskalne" → "1 Raport dobowy" each item should be confirmed with [RAZEM].
- 3 If the date is correct, confirm a message with a key [RAZEM].

Monthly Report

- 1 Log in as an operator i.e. a manager.
- 2 Using keys [UP] / [DOWN] enter to the menu "2 Kierownik" → "1 Raporty" → "1 Raporty fiskalne" → "3 Raport miesięczny" each item should be confirmed with [RAZEM].
- 3 Using the keypad enter a month and year for the period of which a monthly report should be developed and press [RAZEM].
- 4 Using the keys [UP] / [DOWN] chose a report type: "Pełny" (Full) or "Podsumowanie" (Summary) and confirm with [RAZEM].

Interim Report

- 1 Log in as an operator i.e. a manager.
- 2 Using keys [UP] / [DOWN] enter to the menu "2 Kierownik" → "1 Raporty" → "1 Raporty fiskalne" → "2 Raport okresowy" each item should be confirmed with [RAZEM].
- 3 Using the keys [UP] / [DOWN] chose a report type: "Według numerów" (Numerical-based) or "Według dat" (Date-based) and confirm with [RAZEM].
- 4 Next, using the keypad enter a number or start date and confirm [RAZEM].
- 5 Next, using the keypad enter a number or end date and confirm [RAZEM].
- 6 Using the keys [UP] / [DOWN] choose a report type: "Pełny" (Full) or "Podsumowanie" (Summary) and confirm with [RAZEM].

The POSNET MOBILE ONLINE fiscal register can be optionally equipped with a 3G modem or WiFi/Bluetooth adapter for wireless communication.

POSNET POLSKA S.A. as the manufacturer hereby states that the following radio devices:

- modem MOBILE 3G (with in-build or out-build antenna),
- adapter BOX WiFi/BT TEMO,

are conform with provisions of the 2014/53/EU directive. Full text of the EU conformity declaration is available at: <http://www.posnet.com>.

Full version of the manual is available at www.posnet.com.

Document version 1.2

POSNET

posnet.com

QuickStart manual for cash registers

MOBILE ONLINE

Technical support !

☎ 801 800 111 ✉ wsparcie@posnet.com

Package content



Posnet Mobile
Online register

Power
supply

CD

Service
Record



Paper roll



Quick OnLine



Guarantee
certificate

Ports

The Posnet Mobile Online register is equipped in:

- power ports,
- Mini USB – computer communication, online service.
- COM – bar code scanner, computer communication.

Exchanging paper

- 1 Open the lid.
- 2 Place the paper roll in a chamber. Paper rolls should be placed in a register so that the unwound piece was placed beyond a stalk.
- 3 Close the lid.



Starting/Shutting down the device

Press [C]. The register will initiate.
With the register operating press and hold [C] for about 3 seconds - it will shut down.

Logging in

Upon launching the device, the logging window will be displayed. Using [UP] / [DOWN] arrows select a user account that you want to log on and press [RAZEM]. Next, enter your password using the keypad and press [RAZEM].

Commodities programming

- 1 Log in as "Kierownik".
- 2 Using the keys [UP] / [DOWN] chose a item "2 Kierownik" and confirm with [RAZEM]. Next, using the same keys select "2 Programowanie baz" → "1 Towary".
- 3 Using [UP] / [DOWN] buttons select the PLU number and confirm [RAZEM].
- 4 Using the keypad enter the commodity name and accept with [RAZEM].
- 5 Using [UP] / [DOWN] buttons select the rate (A,...,G) and confirm [RAZEM].
- 6 Using the keypad enter the commodity price and accept with [RAZEM]. 0.00 open price.
- 7 Enter using a keyboard or scan a code and confirm with [RAZEM].

Successive parameters specify using keys: [UP] / [DOWN] and confirm choices with [RAZEM].

- 8 Chose the package number. 0 - the package won't be assigned.
- 9 Chose the PLU form: 0 – 1; 1 – 0.1; 2 – 0.01; 3 – 0.001.
- 10 Discount/markup for PLU: 1. "Tak" (Yes); 2. "Nie" (No).
- 11 Chose the discount/markup number 0 - discount/markup won't be assigned.
- 12 Fixed price: 1. "Nie" (No); 2. "Tak" (Yes).
- 13 Chose a group number.
- 14 Chose the unit of measure number. 0 - the unit won't be assigned.
- 15 Confirm the "Zapisz" position with [RAZEM].

Selling 1 piece of commodity with a programmed

- 1 Enter the sale mode.
- 2 Using [UP] / [DOWN] buttons select the PLU number and confirm [RAZEM].

Press the [RAZEM] key twice to end a transaction.

Selling goods quoting price and quantity

- 1 Enter the sale mode.
- 2 Using the keypad enter the commodity quantity and accept with [ILOŚĆ] key.
- 3 Using the keypad enter the commodity price and accept with [CENA] key.
- 4 Using the keypad enter the PLU code and accept with [PLU].

Press the [RAZEM] key twice to end a transaction.

Chosing the discount/mark up from a data base

- 1 Enter the sale mode.
- 2 Press the [MENU] key twice using [UP] / [DOWN] arrows, chose the item "2 Rabaty z bazy" and confirm with [RAZEM].
- 3 Using the [UP] / [DOWN] arrows chose a discount/mark up and confirm with [RAZEM].
- 4 Using the keypad enter the PLU code and accept with [PLU].

Press the [RAZEM] key twice to end a transaction.

Chosing the discount/mark up manually per an

- 1 Enter the sale mode.
- 2 Press the [MENU] key twice using [UP] / [DOWN] arrows, chose the item "3 Rabaty z ręki" and confirm with [RAZEM]. Next, in the same way chose the type of discount/mark up.
- 3 Using the keypad, enter a discount/mark up and confirm with [RAZEM].
- 4 Using the keypad enter the PLU code and accept with [PLU].

Press the [RAZEM] key twice to end a transaction.