Casio SE-S300M
Setup and Programming Steps

Cash Register Support
011-314 8888

SE-S300M SETUP

1. Turn PGM key to PGM mode
2. Plug in Cash Register into wall socket
3. Open the printer lit and insert batteries under the paper roll
   a. Batteries are not supplied with Cash Register
4. Drop the Thermal Roll inside the paper slot

SETUP TIME AND DATE

1. Turn mode switch to PGM
2. Enter Date e.g. YYYY/MM/DD & Press "X/DATE TIME" Key
3. Press C key
4. Enter Time e.g. 1300 & Press "X/TIME DATE" Key

BASIC OPERATION - SE-S300M

1. Turn mode switch to REG
2. Type in the amount of the item and press the department button
3. If you are done with the sale press subtotal and then total will be on screed.
4. Type in the amount that the customer gives you and press cash.
5. This will finalize your transaction and present Customer Change

SETUP OF PLU'S

PLU Price
1. Turn the mode switch to PGM
2. Type in the first PLU number and press the PLU button
3. Type in the price and press cash
4. You can keep on doing this until all your 2000 PLU'S are entered
5. To save all the prices press subtotal
6. Turn the mode switch back to REG

PLU Descriptions
1. Turn the mode switch to PGM
2. Enter 2 & press Subtotal
3. Enter PLU Number & press the PLU KEY
4. Enter Description for each item & press Cash
5. Press Subtotal – To Save

Steps On Using Plu's

1. Turn mode switch to REG
2. Enter the PLU number of the item you want to sell and press the PLU button
3. This will ring up the price on the screen
6. If you are done with the sale press subtotal and then total will be on screed.
7. Type in the amount that the customer gives you and press cash.
4. This will finalize your transaction and present Customer Change

Department Programming

Descriptions
1. Turn mode switch to PGM
2. Enter 2 & press Subtotal\
3. Press the Dept Key
4. Enter Descriptions – Press " 00 " & press Cash
5. Press Subtotal to save

PROGRAMMING TAX

1. Turn mode switch to PGM
2. Enter 3 and press subtotal
3. Enter 0125 and press subtotal
4. Enter 14 & press cash
5. Enter 5003 & press cash
6. Enter Subtotal to save

Program Tax For Departments

7. Press 1 and Subtotal
8. Press TAX PGM Key Once
9. Enter TAX Rate and press the Department key
10. Do step 9 until all your departments are set with Tax
11. Press subtotal to save

Program Tax For PLU

12. Press 3 subtotal
13. Press 0366 subtotal
14. Press 1 PLU
15. Press 1 Cash
16. Press subtotal to Save

Program Tax on Cash Button

17. Press 3 Subtotal
18. Enter 100000 & Press the CASH button
19. Press Subtotal to save

Programming Receipt Message

1. Turn mode switch to PGM
2. Enter 3 & press Subtotal
3. Enter 2122 & press Subtotal
4. Enter 1000000000 & press cash
5. Press Subtotal to save

6. Turn mode switch to PGM
7. Enter 2 & press Subtotal
8. Enter 132 & press Subtotal – This will take you to the first record
9. Enter "Receipt Message" description & press Cash
10. Enter 232 & press Subtotal – This will take you to the second record
11. Enter "Receipt Message" description & press Cash
12. Enter 323 & press Subtotal – This will take you to the third record
13. Enter "Receipt Message" description & press Cash
14. Enter 432 & press Subtotal – This will take you to the fourth record
15. Enter "Receipt Message" description & press Cash
16. Press Subtotal to save

Stock Control Setup

Effect Stock in Refund Mode
1. Turn Mode Key to PGM
2. Enter 3 & Sub Total
3. Enter 622 – Sub Total
4. Enter 500 – Cash Amount – Sub Total
5. Turn Mode Key Back to REG Mode

Item Consolidation in One line
1. Turn Mode Key to PGM
2. Enter 3 – Sub Total
3. Enter 522 – Sub Total
4. Enter 40 – Cash – Sub Total

Setup up Minimum Stock on all PLU's
1. Turn Mode Key to PGM
2. Enter 3 – Sub Total
3. Enter 99000004 and press subtotal (range programming for PLU's)
4. Enter 1466 press subtotal
5. Enter plu start range no. and press ca/amt tend (press ca/amt tend before entering a number to skip this step)
6. Enter plu end range no. and press ca/amt tend (press ca/amt tend before entering a number to skip this step, if you were to skip both steps this will automatically select all PLU's in the system)
7. Enter 1000 – Cash – Sub Total

Adding stock to PLU Numbers
1. Turn mode switch to X Mode
2. Enter 2 and press subtotal
3. Enter PLU No and then press PLU Key,
4. Enter stock amount for example enter 100 now press CA/AMT
5. Press Subtotal

Subtract stock to PLU Numbers
1. Turn mode switch to X Mode
2. Enter 2 and press subtotal
3. Enter PLU No and then press PLU Key
4. Press RF (Refund)
5. Enter stock amount for example enter 100 now press CA/AMT
6. Press Subtotal

Input New stock to PLU Numbers
1. Turn mode switch to X Mode
2. Enter 8 and press subtotal
3. Enter PLU No and then press PLU Key,
4. Enter stock amount for example enter 100 now press CA/AMT
5. Press Subtotal

Take a Stock Report
1. Turn mode switch to x mode
2. Enter 64 & press Cash
3. Turn mode Switch to Reg Mode
   This will give a stock on hand report

DOING A DAY END REPORT

1. Turn mode switch to Z mode
2. Press Cash Amount

This Z Reports will clear your Day End Totals but will Not Clear your monthly total.

DOING A MONTH-END REPORT

1. Turn mode switch to X2 / Z2 mode
2. Press RC four Time **"Month Report"**
3. Press Cash Amount

This Z Monthly reports clears all totals for the month.

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