

# NEXA

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## TECHNICAL INFORMATION FOR THE QUICK SETUP OF NEXA CASH REGISTERS

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### NEXA NE-310 Cash Register

#### Initial Setup

Remove printer cover

Install 57mm paper roll

Connect the power

Turn on

Use < > TO Select the memory allocation from the list below

- 1500 PLU's and 12000 Line EJ and 0 tables
- 2000 PLU's and 11000 Line EJ and 0 tables - default
- 3000 PLU's and SD memory EJ and 0 tables
- 500 PLU's and 12000 Line EJ and 50 tables
- 1500 PLU's and 9000 Line EJ and 70 tables
- 3000 PLU's and SD memory EJ and 100 tables

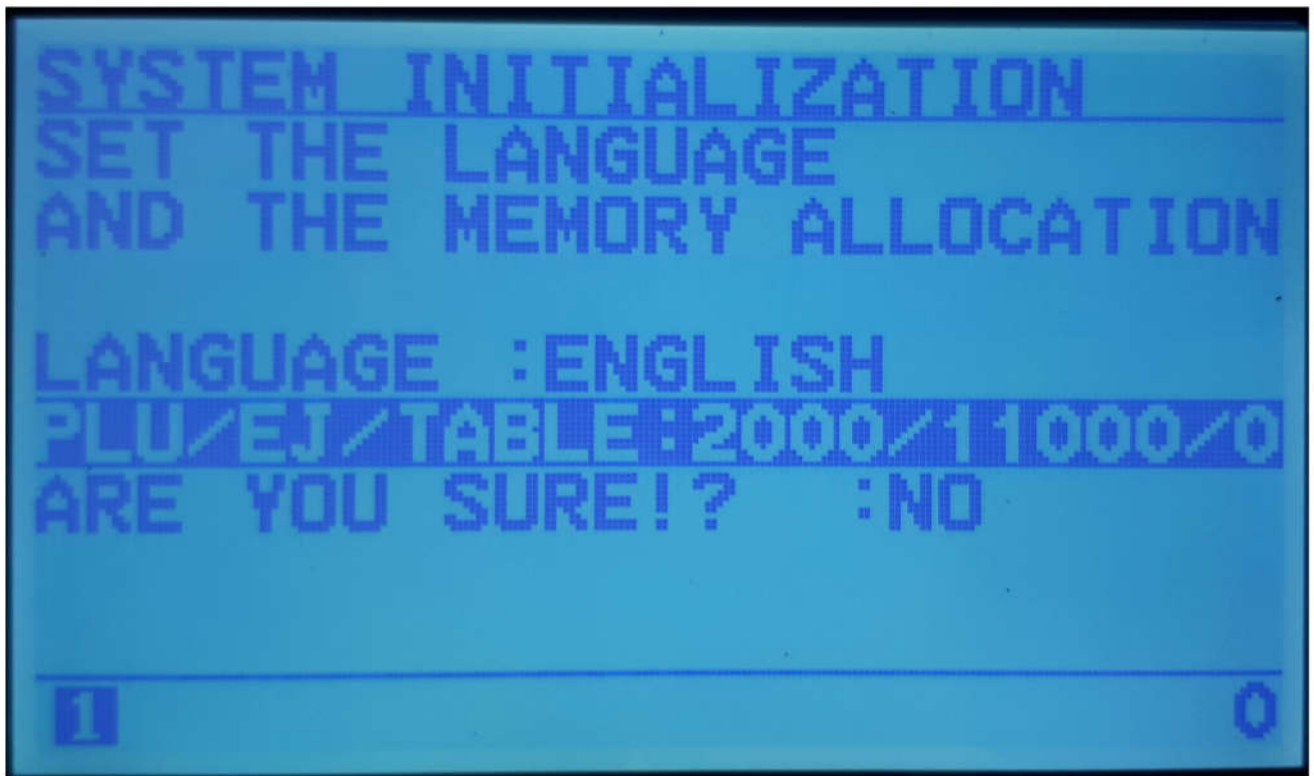
Arrow down to next line

Use > to change NO to YES

Press CASH <ENTER> button

Note: SD card needs to be inserted before selecting the options with SD Electronic Journal. SD card only required for these two options. After Initialization Go-to program mode >Configuration setup>Electronic Journal>EJ system - change to "ON SD"

Note: Register is pre-configured for Australian GST and all departments are taxable.



## Set Date/Time

Change mode key to PGM  
Arrow down to Configuration setup  
Press CASH <Enter> Button  
Press CASH <Enter> Button again to select Initial setup  
Arrow down to Date setup  
Enter date in DDMMYY format eg 14th Dec 2021 = 141221  
Press CASH <Enter> Button  
Arrow down to Time setup  
Enter time in 24 hr format HH:MM eg 4:30pm = 16:30  
Press CASH <Enter> Button  
Press Clerk <ESC> button twice to get back to programming menu  
Turn key to REG

## Edit Department Settings

Change mode key to Program  
 Select Sales Programming  
 Press CASH <Enter> Button  
 Arrow down to Department  
 Press CASH <Enter> Button  
 Enter Dept Number - 1 to 99  
 Press Dept# Button  
 OR  
 Press No Sale <Next> to step to next Department

### DEPARTMENT NAME

Press CASH  
 Enter Name with numeric keys( characters are printed on top of keys)  
 Press appropriate key till character is appears on mini display  
 Eg. Pressing 8 once shows "A" twice shows "B"  
 Press [.] button to confirm character  
 Repeat until all characters have been selected(up to 12 characters)  
 Press CASH

### PRICE & DEPT GROUP LINK

Arrow down to select setting  
 Enter value with numeric keys  
 Press CASH

### FLAG SETTINGS

Arrow down to select setting  
 Arrow right or left to change setting

PROMPT	DATA TYPE	DESCRIPTION	OPTIONS
NAME	CAPTION	Name of a dept	12 Digits
DP GROUP LINK	VALUE	Link group No.	2 Digits
PRICE	VALUE	Unit Price	7 Digits
PRICE TYPE	FLAG	Price type setting	Open, Normal, Preset
SIGN	FLAG	Positive/Negative Price	PLUS, MINUS
TYPE	FLAG	Single item sale	Standard, Single Item Sale
HALO	FLAG	Price limit	No Limit, 0.99, 9.99, 99.99, 999.99
TAX STATUS	FLAG	TAX Status	No Tax, GST, Tax 2, Tax 3, Tax 4
TAKE OUT TAX	FLAG	Take out TAX	No Tax, Tax1, Tax 2, Tax 3, Tax 4

## **Edit PLU Settings**

Change mode key to Program  
Select Sales Programming  
Press CASH <Enter> Button  
Arrow down to PLU  
Press CASH <Enter> Button  
Enter PLU Number  
Press PLU# <RECORD> Button  
OR  
Press No Sale <Next> to step to next PLU  
OR  
Scan barcode

### **PLU NAME**

Press CASH  
Enter Name with numeric keys( characters are printed on top of keys)  
Press appropriate key till character is appears on mini display  
Eg. Pressing 8 once shows "A" twice shows "B"  
Press [.] button to confirm character  
Repeat until all characters have been selected(up to 16 characters)  
Press CASH

### **DEPARTMENT LINK**

Arrow down to select setting  
Enter value with numeric keys 1 to 99  
Press CASH  
**Note - Must have dept link, setting dept link to 0 deletes the PLU data**

### **PRICE 1&2**

Arrow down to select setting  
Enter value with numeric keys  
Press CASH

## FLAG SETTINGS

Arrow down to select setting

Arrow right or left to change setting

PROMPT	DATA TYPE	DESCRIPTION	OPTIONS
PLU NUMBER	VALUE	PLU No.	14 Digits
NAME	CAPTION	Name of a PLU	16 Digits
DEPT LINK	VALUE	Dept Link No.	2 Digits
PRICE 1	VALUE	1st Unit Price	7 Digits
PRICE 2	VALUE	2nd Unit Price	7 Digits
PRICE TYPE	FLAG	Price type setting	Open, Normal, Preset
TAX STATUS	FLAG	TAX Status	No Tax, GST, Tax 2, Tax 3, Tax 4
TAKE OUT TAX	FLAG	Take out TAX	No Tax, Tax1, Tax 2, Tax 3, Tax 4
STOCK IN	VALUE	Stock Quantity	4 Digits (1-9999)
POP LIST LINK	FLAG	POP List Status	NO>POS 1~5

### NOTE:

1. If the Department Link is programmed as 0 value, this PLU shall be deleted from the PLU file.

### 2. PRICE TYPE

NORMAL will permit only entering manual price when registering.

PRESET will not permit manual entry.

OPEN will accept any kind of price entry.

## **Changing Receipt Message Header(LOGO message)**

Change mode key to Program

Select Sales Programming

Press CASH <Enter> Button

Arrow down to HEADER MESSAGE or FOOTER MESSAGE

Press CASH <Enter> Button

Select line to change with arrow up/down buttons

Press CASH <Enter> Button

Enter Characters with numeric keys( characters are printed on top of keys)

Press appropriate key till character is appears on mini display

Eg. Pressing 8 once shows "A" twice shows "B"

Press [.] button to confirm character

Repeat until all characters have been selected(up to 24 characters)