



Omega 215

User Guide

ACCESSORIES

HOD



SCOOP



ADAPTOR



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CASHMASTER OMEGA 215



HELPLINE 9am-8pm (EST) Monday-Friday Tel: 1-877-CASHMAS

BUTTON IDENTIFICATION

PACKAGED BILLS key. Push to select packaged bills and to toggle between band/clip (if clip option available).

PACKAGED COIN key. Push to select rolled coins.

UP and DOWN arrow keys. To scroll between denominations.

NEW COUNT key. Press this to save the current till and start a new one.

CE key. Push once to clear sub totals.

C key. Push to clear the Grand total.

MINUS key. Used to subtract the last value added from the total or to subtract a manually entered amount.

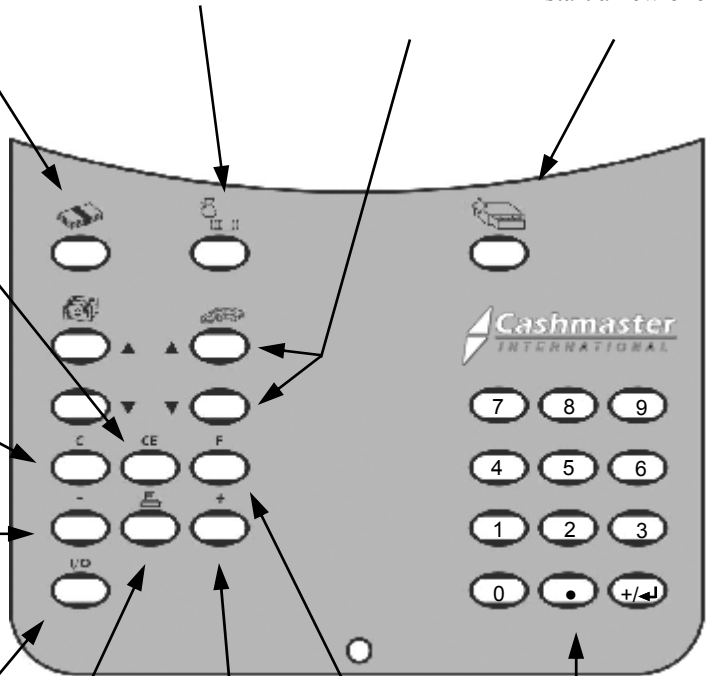
ON/OFF key - Press once to switch machine on. Press and hold down to switch machine off.

PRINT key. Press once for a print out of the totals.

PLUS key. Used to add amounts to the total.

The **FUNCTION** key. See page 24.

NUMERIC KEYPAD, for entering store/till numbers and manual entries.



SETTING UP

All Omega 215 machines come with the following accessories: **Note Hod, Coin Scoop, Adaptor and Instructions.**

If any of the above are missing, if you have any problems with your machine or would simply like some more help getting started, then please do not hesitate to contact the HELPLINE on the following number.

1-877-CASHMAS

**The Toll Free Helpline is open
Monday to Friday 9am until 8pm (EST)**

HELPLINE 9am-8pm (EST) Monday-Friday Tel: 1-877-CASHMAS

GETTING STARTED

All Omega machines come with the following accessories: cash tray, coin scoop, adaptor and instructions.

Place the Omega on a firm, even surface, away from draughts and vibrations.

Insert the cash tray into the slot at the top of the unit and push down firmly into position.

Plug in the power adaptor, connect to the socket at the rear of machine and switch on at the main power supply.

N.B. - The coin scoop should NOT be placed on top of the cash tray before switching on.

Press **On/off** key to switch on.



CHARGING

When the Omega is connected to the main power supply, the LED on the front will show as either RED or GREEN:

Red: A red LED indicates that the battery is charging. The charging process takes approximately 2 hours.

Green: A green LED indicates that the battery is fully charged.

N.B. If using the CP1 printer with the Omega, it is advisable to operate with the unit connected to the main power supply.

MENU

The main menu is displayed the very first time the Omega is switched on. If your Omega has been set up to allow Pulls, you will have three choices. Otherwise, you will have only two.

- (1) Register**
- (2) Pulls**
- (3) Count**

Register (option 1) allows the cashier to handle register banks and counts. All till counts are stored by register number and/or cashier and are held in the Omega's memory until deleted by the user.

Pulls (option 2) allows the cashier to handle counting of any bills and other cash items (e.g. checks or coupons) pulled or picked up from a register throughout a shift. All counts are stored by register OR cashier number and are held in memory until deleted by the user.

Count (option 3) allows counting of bills, coin and other cash items without any reference to a particular till. The count is cleared whenever the **New count** key is pressed or the Omega is switched off.

Use the numeric keypad to select the count option required (1,2 or 3).

SETTING UP A FLOAT

To set up a float/starting bank amount.



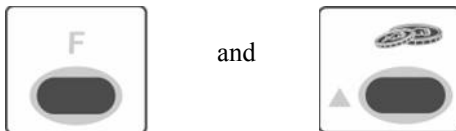
The screen will show the current float amount and prompt for the new one:



Use the numeric keypad to enter the float amount required, then press the **Enter** key.



Once a float amount is set up, you may switch the float option on and off at any time during a count by pressing





(refer to the section on the **Function** key).

SETTING THE DATE & TIME

The clock facility on the omega must be set as follows when you receive the machine:-

Ensure that the count is at zero.

Hold down  the key and press the coin  key

until the screen below is displayed.



Press the <+> key to view the time set. Use the coin <↑> or coin <↓> key to select hours or minutes then use the <+> key to increase and/or the <-> key to decrease. Press <packaged bill> or <packaged coin> to set the time or the <F> key to return to normal operation.

To change the date, press <↑> key; when the "Set Time" screen is displayed "Set Date" will be displayed. Use the coin <↑> or coin <↓> to select month, day or year then use the <+> key to increase and/or the <-> key to decrease. Press <packaged bill> or <packaged coin> to set the date or the <F> key to return to normal operation.

INITIAL PROGRAMMING OF BILLS

All Omegas are calibrated in the factory prior to despatch. However, as bill weights vary slightly depending on age and usage, the following process should be completed on receipt of your new machine.

Place 8-10 bills of the chosen denomination (i.e \$1 bills) on the cash tray. After a reading is displayed, continue adding bills in small quantities. Remove bills and repeat until you can increase the number applied each time. Eventually the machine will accept up to 30 bills in one go.

The Omega learns the weight of the bills as it counts and makes any adjustments required to its permanent memory.

Repeat this process for all the other denominations.

If the following message appears on the display, too many bills have been applied.

**Too Many
Remove Some**

Remove some until you see a valid reading, then continue.

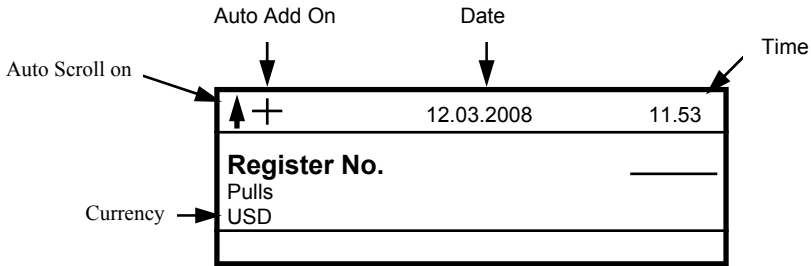
N.B. Programming loose bills MUST be completed for ALL denominations before packaged bills can be verified.

BEGINNING COIN COUNTING

HELPLINE 9am-8pm (EST) Monday-Friday Tel: 1-877-CASHMAS



REGISTER/CASHIER NUMBERS

If you have selected option 1 (Reg) or option 3 (Pulls) from the main menu, you will be prompted for register and/or cashier numbers.



Key in the register number using the numeric keypad (1 to 3 digits). If you make a mistake, press the **CE** key and enter the number again.



Press  to continue or  to return to the menu.

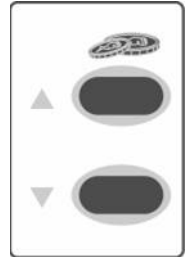
As soon as you have entered the required information, the count sequence begins. The display will show the denomination about to be counted.

▲ +	12.03.2008	11.53
\$1		
Bills		
USD		0.00
Total		0.00

Apply the appropriate coin (in scoop or cup) or bills as shown on the next few pages.

COUNTING LOOSE COIN

If not already selected, press the **Coin Up** or **Coin Down** arrow key to select “Loose coin” mode.



▲ +	12.03.2008	11.53
1c		Scoop
Coin		
USD		0.00
Total		0.00

Place the cup of selected coin on the cash tray.

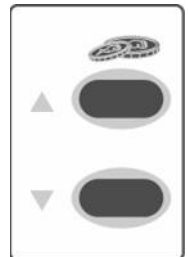
	▲ +	12.03.2008	11.53	
Denomination →	1c		x19	← Number of Pieces
Currency →	Coin			
	USD		0.19	← Value of Pieces
	Total		0.19	← Grand Total

Remove the cup of coin from the cash tray. The Omega will update the totals and move on to the next denomination in the sequence.

N.B. If “Auto Add” is OFF, you must press the Plus (+) key while the cup of coin is still on the cash tray to add to the totals, then use the Coin up or Coin down arrow keys to select the next denomination required.

Repeat above steps for each denomination of coin.

To skip a denomination, press **Coin up** or **Coin down**.



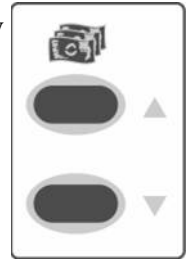
BEGINNING BILL COUNTING

HELPLINE 9am-8pm (EST) Monday-Friday Tel: 1-877-CASHMAS

COUNTING LOOSE BILLS

If not already selected, press the **Bill up** or **Bill down** arrow key to select “Loose Bills” mode.

▲ +	12.03.2008	11.53
\$10		
Bills		
USD		0.00
Total		11.53



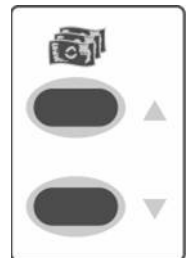
Apply bills in groups of around 20 or so at a time. If “Too Many Remove Some” is displayed, remove a few bills until the message disappears, then continue.

▲ +	12.03.2008	11.53
\$10		x22
Bills		
USD		220.00
Total		231.53

When all bills of the current denomination have been applied and Auto Add is on, remove them from the cash tray. The Omega will update the totals and move on to the next denomination in the sequence.

N.B. If “Auto Add” is off, you must press the Plus (+) key while the bills are still on the cash tray to add to the totals. Use the Bill up or Bill down arrow keys to select the next denomination required.

Repeat above steps for each denomination of bill.
To skip a denomination, press **Bill up** or **Bill down**.



PACKAGED COIN

Press the



key until the “Rolls” screen is displayed:

▲ +	12.03.2008	11.53
Rolls		
USD		
Total		231.53

Place a roll of coin on the cash tray. If the Omega recognises the weight, the denomination and the value are shown on the display (example below).

▲ +	12.03.2008	11.53
1c		x50
USD		0.50
Total		0.50

If the machine does not recognise the weight as a full roll, the following will be displayed:

*** Suspect ***

then

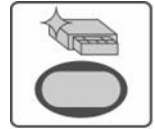
**Select Actual
Coin Value**

Using the **Coin up** or **Coin down** arrow keys, select the actual coin denomination and the machine will display the value and the number of coins in the roll. To add at this point, you must press the **Plus (+)** key.

N.B. You may continue to add more roll amounts as above without removing those already on the cash tray.

VIEW A STORED TILL

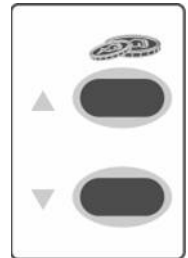
If you wish to view the information you have stored, press the **New count** key when the main menu is displayed.



The display will show a list of all cashiers and/or registers stored.

Cashier No.
12
8
10
1

Use the **Coin up** and **down** arrows to move the “>“ until it is pointing to the till you would like to view.



Press the **Enter** key.



The display will show the cashier number (if available) and the chosen till number followed by the count data.

Currency	USD
03.28.2008	16:15
Register No.	6
1c	0.51

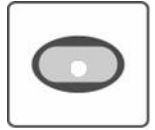
Use the **Coin up** and **down** arrows to scroll through the denominations and their values.

Press the **Print** key if you want to print the information for the selected till.



NON CASH ITEMS

To enter Non-Cash values during a count, press the **Decimal point** key.



If your Omega has been set up with “Non Cash Entries” available, the display will look something like this:

▲ +	12.03.2008	11.53
		▶ -----
Checks		0.00
Total		0.00

Use the numeric keypad to enter a value.

▲ +	12.03.2008	11.53
		▶ 24.12
Checks		24.12
Total		0.00

If the value is correct, press the **Enter** key to add it to the Grand Total. If you make a mistake, press the **CE** key to clear the value then re-enter it.

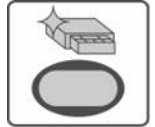
To scroll to the next manual entry type (e.g. Maestro, Amex etc.), press the **Decimal point** key until you reach the type required.

PRINT & SAVE TILL COUNT

If you wish to print the detail for your current count, press the **Print** key BEFORE pressing the **New count** key.



If you are in Register count mode (option 1) or Pulls count mode (option 3), the count detail will be saved in memory as soon as you press the **New count** key. If you are in Straight count mode (option 2), the count detail will be deleted when you press the **New count** key.



Pressing the **New count** key allows you to begin another count session. If you wish to carry on in the same count mode i.e. another register, another pull or another straight count, follow the on-screen prompts and continue counting as before.

To return to the main menu and select a different mode, press the **Minus (-)** key.



To print a complete list of all register and pull counts in memory, press the **Print** key while the main menu is displayed.


- (1) Register
- (2) Pulls
- (3) Count

TOTALS

ADDING: If “Auto Add” is ON, amounts displayed are automatically added to the totals. Once the cash is removed from the cash tray, the Omega automatically scrolls to the next denomination in the sequence.

If “Auto Add” is OFF, you must press the **Plus(+)** key, while the cash is still on the cash tray, to add to the totals (see page 21).



 is shown on screen while counting when “Auto Add” is ON.

SUBTRACTING: To subtract the last value added to the total, press the **Minus (-)** key while the value is still being displayed and the money is still on the cash tray.

N.B. This function is only available when “Auto Add” is OFF.



To subtract an amount using the numeric keypad, select the relevant denomination or media type, key in the amount to be deducted, then press the **Minus (-)** key.

SUBTOTAL: To find out the value of any denomination subtotal, select the denomination required and, with nothing on the cash tray, press the **Plus (+)** key.

The display will show the subtotal and the number of pieces for the denomination selected.

Use the **Up** or **Down** arrow keys to scroll through subtotals if required.



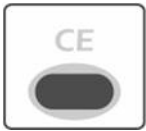
CLEARING TOTALS



CLEARING THE GRAND TOTAL: Press the **C** key.

“CLEAR TOTALS, Press C if sure!” is displayed.

Press **C** again to clear OR press any other key to return to where you were without clearing.



CLEARING THE SUB TOTAL: Select the denomination to be cleared by using the **Up** and **down** arrow keys then press the **CE** key.

CE can also be used to clear an entry while using the numeric keypad.

COMMON ERRORS

ERROR MESSAGES

HIGH VIBRATION LOCKOUT - Too much vibration. Remove any cash (including scoop/till cup) from the cash tray and start again, ensuring the machine is placed on a firm surface.

PRESS ZERO KEY - The scale is not at zero. Push the **On/off** key once to return the scale to zero.

SCOOP message - If the machine is asking for the Scoop when the scoop is on the machine, simply **ZERO** the machine by pressing the **On/off** key once.

GRAMS MODE

Press the **Packaged bills** and **Packaged coin** keys together to enter the “Grams” mode.

0.0
Grams Mode

Place the object to be weighed on the cash tray.

To exit, press the **Packaged bills** and **Packaged coin** keys together.

AUTO ADD & MANUAL ENTRIES

AUTO ADD

In this mode key pressing is greatly reduced, allowing the experienced user to count/cash up very quickly.

When bills or a cup of coin are removed the amount is AUTOMATICALLY ADDED to the total and the machine scrolls to the next denomination in the sequence. The only time the user needs to press a key during a count is to skip a denomination, select **Packaged bills** or **Packaged coin** or make manual entries. (depending on set up).

MANUAL ENTRIES

Use the numeric keypad to manually enter or subtract an amount.

Select the required denomination or media type, key in the appropriate value then press **Enter** to add or **Minus (-)** to subtract. The amount will be added to or subtracted from the denomination subtotal and the grand total.

USER NOTES

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HELPLINE 9am-8pm (EST) Monday-Friday Tel: 1-877-CASHMAS



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