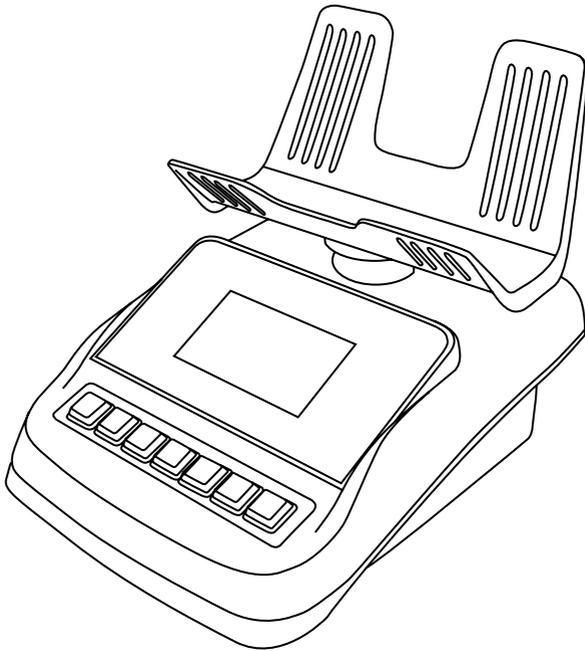


Cashmaster  
*sigma*

105

# *User Manual*



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## INTRODUCTION

The Cashmaster Sigma 105 is an electronic weighing device which calculates the value of coins and bills. The Cashmaster Sigma 105 supports your domestic currency: bills and coins. The intuitive user friendly interface guides you through the cash counting process. The Cashmaster Sigma 105 is programmed to count the contents of a typical cash register:

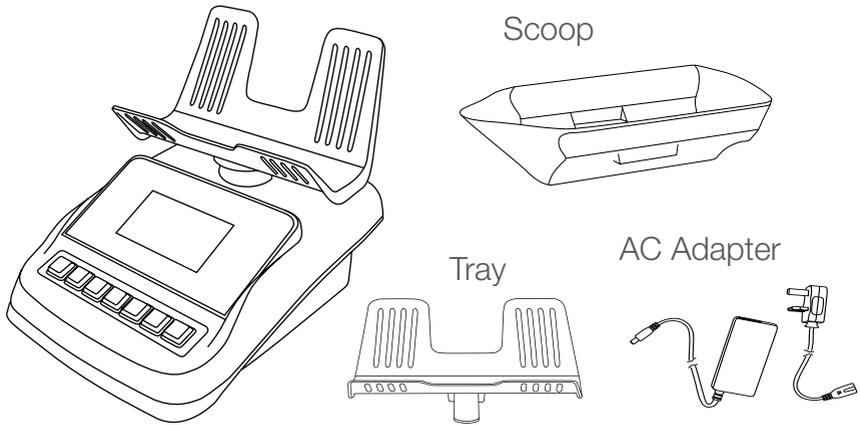
- Bills (loose)
- Coins (loose, rolled)

Using the Cashmaster you will notice some changes in the way you work:

- Reduced paperwork
- Streamlined working methods, making the business more competitive
- More time to concentrate on key tasks

## BOX ITEMS & GUIDELINES

### Cashmaster Sigma 105



### Charging

Charging takes approximately 3 hours.

Only use the device with the factory supplied power adapter.

When the LED is red this indicates that the battery is fast-charging.

When the LED is green the battery is fully charged.

When the LED is flashing the battery is very low and the unit is on slow charge.

If the LED continues to flash for more than 3 hours the battery may have a fault (In event of this, switch off the power at the mains and contact Customer Support).

To fully charge the battery, plug the Cashmaster machine into the mains. The LED on the front will show **GREEN** (for one second) then **RED**.

## UNPACKING

1. Unpack your Cashmaster machine and check that you have a Cashmaster scale, a tray, a power adapter and a scoop.
2. Place the Cashmaster scale on a firm even surface.
3. Fit the tray into the top of the Cashmaster scale. Push down very firmly until it clicks into place.  
(To remove the tray, hold the Cashmaster machine firmly and twist the tray until it clicks, then lift the tray from the base).
4. Plug the power adapter into the socket at the back of the Cashmaster scale.
5. Ensure the tray is empty (the coin scoop/cup should NOT be placed on the tray before switching on).

## Warning

Ensure power is switched off during cleaning.

Clean machine with dry cloth only. Do not use cleaning products or damp material.

Do not spill any liquids on device. If liquid is spilled on device, disconnect the power cable and contact your supplier.

Do not leave any objects on the Cashmaster or tray when not in use.

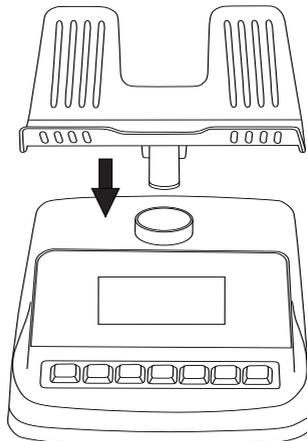
Do not use a damaged or wet power adapter.

Do not connect power adapter with wet hands.

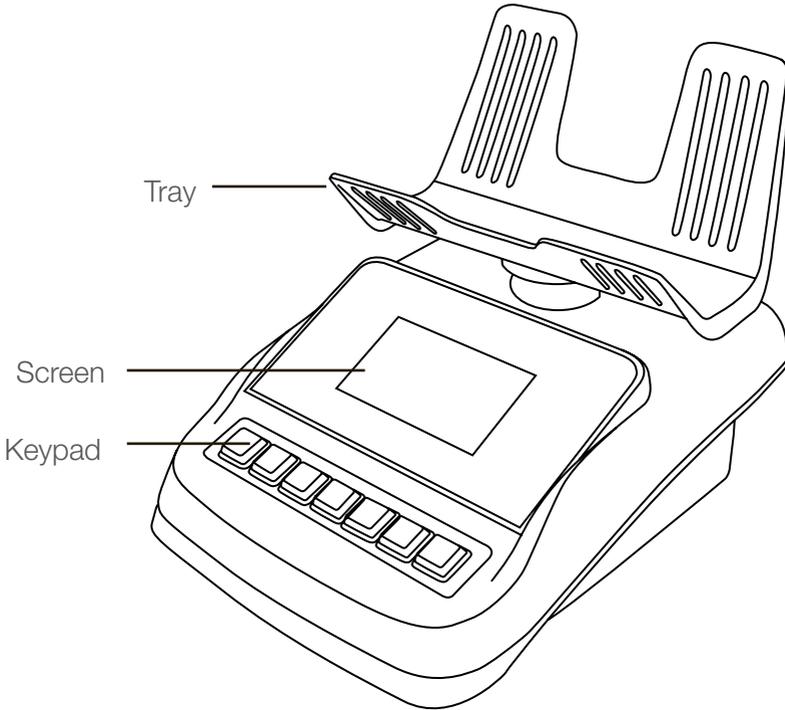
Do not place weights over 1.5kg on the device.

Do not disassemble the device, sensitive elements in the scale may be affected and this will affect your warranty.

Push down  
VERY FIRMLY  
until you hear a  
click



## THE MAIN PARTS OF THE CASHMASTER



The Cashmaster Sigma 105 shown above is the device you are going to use. There are three main component parts:

- the keypad
- the screen
- the tray

The Cashmaster is robust and will stand up to all normal Cash Office activities. Treat it with sensible care.

## KEYS AND DISPLAY

### The keypad

To keep counting as easy as possible, the number and layout of the keys on the keypad has been kept simple.



They are designed to resist spills and increase durability.

### The screen

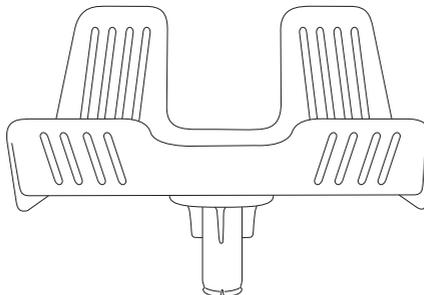
This is where you will see:

- displays of the piece and value counts
- messages related to Cashmaster functions

01.08.2016 11.53	
1c	Scoop
Coins	
USD	0
<b>Total</b>	<b>0</b>

### The tray

The tray is designed to hold scoops, rolled coins and loose bills. To insert, place the tray on the Cashmaster and push down very frmly, until you hear a click.



## KEY IDENTIFICATION



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



The COINS/BILLS key. Used for selecting coins, bills or rolles of coins.



The c/+ key. Used for clearing values and adding to totals.



UP and DOWN arrow keys. Used to toggle between denominations.



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



The FUNCTION key. In combination with other keys is used to control various settings. (Please see 'Fast keys').

## Fast keys

Fast key functions are controls that allow you to quickly access settings within the Cashmaster.

To perform the fast key functions press both keys simultaneously.



Set Bank Limit



Auto Add on/off toggle



Bank on/off toggle



Calibrate Scoop



Auto Scroll on/off toggle



Switch Currency

## GETTING STARTED

### What you can count

#### Bills

	<p>Loose bills are counted by placing up to 30 bills at any one time on the tray. Continue to add bills of the same denomination in quantities of up to 30, until all bills from the selected denomination have been counted.</p>
---	---

#### Rolled coins

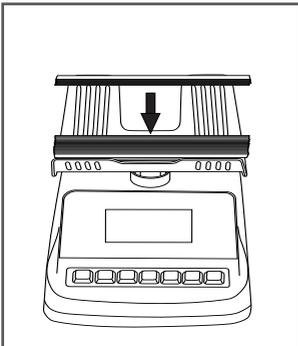
	<p>Rolls - for counting and checking rolls of coins.</p>
---	--

#### Loose coins

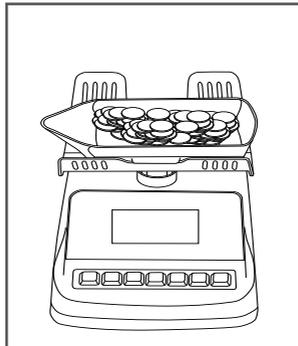
	<p>Scoop - for counting loose coins that are on a scoop or other calibrated container.</p>
---	--

### How to count cash items

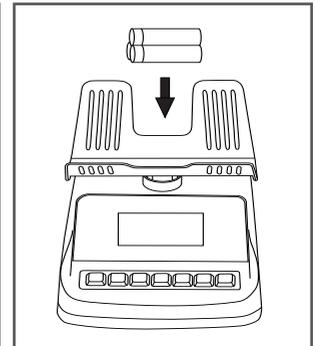
#### Bill counting



#### Loose coin counting



#### Rolled coin counting



## GETTING STARTED

### Switching on

Press 

When the Cashmaster is initially switched on, the display will show the following “Place empty scoop on scale”.

You must now place the scoop provided on the tray. This scoop is now ready to be used with the machine. (Please note the scoop must only be used for counting coins).

**Place Empty  
Scoop On Scale**

You are now in count mode.

To recalibrate the scoop at any time (ensure the tray is empty):

Press  and  , and follow the on screen prompt.

### Currency Setting \*IMPORTANT\*

Please ensure your Cashmaster is set to your domestic currency. The set currency is shown above the Total/Bank on the display. See table below for country and corresponding currency setting.

Country	USA	Europe
Currency	USD	Eur

To toggle through currency options: press both   keys at the same time, stopping at the desired currency.

## GETTING STARTED

### Setting date and time

To change the date and time settings, you need to enter the supervisor menu.

To do so, hold down the bills and coins  key and power the machine on, keeping the bills and coins  key down.

Display will now show supervisor menu. Release the coins and bills  key.

Use the arrow down  key to highlight **Date/Time** and then press the c/plus  key.

Use the arrow keys to toggle between date and time.

Press the c/plus  key to enter.

Use the arrow   keys to toggle between minute/hour/day/month/year.

Use the c/plus  key to increase, and the F  key to decrease the value.

Press the coins and bills  key to save.

Power the machine off.

## GETTING STARTED

### Setting bank mode

This function allows you to set the bank value on the Cashmaster.

Press  and  to enter Bank selections.

Use   keys to select bank.

Use the  key to toggle on/off.

### Change bank value

Select bank you would like to change than press  key.

Press  to change position of the **X** on screen.

Use the   keys to increase or decrease the value.

Press the  key to save.

Press the  key to exit bank selection.



## GETTING STARTED

### Switching bank mode on/off

Once you have stored your default bank amount in memory, you can switch the bank mode on/off as required.

Press  and then  to enable or disable the bank.

The display will show the current bank amount stored and you may begin counting in bank mode.

Indicates bank is on



01.08.2016 11.53	
<b>1c</b>	<b>Scoop</b>
Coins	
USD	<b>0</b>
<b>Bank</b>	<b>100.00</b>

Indicates bank is off



01.08.2016 11.53	
<b>1c</b>	<b>Scoop</b>
Coins	
USD	<b>0.00</b>
<b>Total</b>	<b>100.00</b>

## GETTING STARTED

### Switching auto-add on/off

Auto-add is a feature which allows the Cashmaster to automatically add the value of any bill/coin amount (which is placed on the tray) to the total amount.

If auto-add is off, the value displayed will not be automatically added to the totals, you must press  while the value is displayed and the cash still on the tray, to add the value to the totals.

Your device may already have auto-add set to on/off as default. See below:

Indicates auto-add is on



 	01.08.2016	11.53
1c		
Coins		
USD		0
<b>Total</b>		<b>0</b>

Indicates auto-add is off



	01.08.2016	11.53
1c		
Coins		
USD		0
<b>Total</b>		<b>0</b>

To switch auto-add on/off press  and  simultaneously.

## GETTING STARTED

### Switching scroll on/off

Auto-scroll feature allows the Cashmaster to automatically advance to the next denomination when the value has been added to the total and the cash is removed from the tray.

If auto-scroll is off, the denomination displayed will not automatically advance, you must manually select the next denomination required using the   keys.

Your device may already have Auto scroll set to on/off as default. See below:

Indicates auto-scroll is on



A screenshot of the Cashmaster interface. At the top, there is a status bar with a battery icon, an up arrow, the date '01.08.2016', and the time '11.53'. Below this, the denomination '1c' is displayed in large font, followed by 'Coins'. A horizontal line separates this from 'USD' which has a '0' to its right. Another horizontal line separates this from 'Total' which has a '0' to its right.

01.08.2016 11.53	
1c	
Coins	
USD	0
<b>Total</b>	<b>0</b>

Indicates auto-scroll is off



A screenshot of the Cashmaster interface, identical to the one above, but with a small square icon in the top left corner of the status bar instead of an up arrow, indicating that auto-scroll is off.

01.08.2016 11.53	
1c	
Coins	
USD	0
<b>Total</b>	<b>0</b>

To switch auto-scroll on/off press



and



simultaneously.

## COUNTING

### Learning - bills only

Press the  key to select bill mode.

All Cashmaster machines are calibrated at our production facility to the average bill weights of your domestic currency. As bill weights vary slightly depending on age and usage and humidity of the environment, the following should be completed on receipt of your new machine.

(Please ensure auto-add/scroll has been switched off before beginning “bill learning” - see page 12 and 13.)

1. Press  or  until you reach the bill denomination required.
2. Place 8 -10 bills of the chosen denomination on the tray.
3. When the Cashmaster beeps add some more bills.
4. Remove all bills from the tray.
5. Repeat steps 2 - 4 several times each time increasing the number you can apply in one slice. After repeating a few times you will be able to apply 25 - 30 bills in one go.

If the display shows :

**Too Many  
Remove Some**

remove a few bills until you see a valid reading, then continue re-adding bills.

## COUNTING

### Counting loose bills

Press the  key until the following is displayed.

01.08.2016 11.53	
<b>\$5</b>	
<b>Bills</b>	
USD	<b>0</b>
<b>Total</b>	<b>0</b>

Use the   keys to select the correct denomination for counting.

Place bills of the selected denomination on the tray.

Bills should be applied in slices of up to 30 bills at a time. The device is constantly learning, if too many bills are applied this message will be displayed.

**Too Many  
Remove Some**

Simply remove a few bills until the message disappears, then continue adding bills to those already on the tray.

Repeat above steps for each denomination of bill. To skip a denomination,

press  or .

## COUNTING

### Counting loose coins

Press the  key until the following is displayed.

01.08.2016 11:53	
<b>1c</b>	<b>Scoop</b>
Coins	
USD	<b>0</b>
<b>Total</b>	<b>0</b>

Use the   keys to select the correct denomination for counting.

Place the scoop of the selected coins on the tray; the Cashmaster will beep and the display will show the value of the coin and the number of coins in the scoop:

If auto-add is on, the Cashmaster will automatically update the totals, and beep to confirm the add. Remove the scoop from the tray and advance to the next denomination in the sequence.

If auto-add is off, leave scoop on the tray and press  to add to the total, the Cashmaster will beep to confirm the value has been added to totals. Remove the scoop from the tray and advance to the next denomination in the sequence.

*Note: If bank mode is on, the bank amount will decrease as more money is counted, it will be displayed at the bottom of the screen; once the bank amount has been reached your Cashmaster will signal with a double beep, the screen will show the total amount for the day; the bank value has already been taken into account.*

## COUNTING

### Counting rolled coins

Press the  key until the following is displayed.

01.08.2016 11.53	
<b>Rolls</b>	
USD	<b>0</b>
<b>Total</b>	<b>0</b>

Place a roll of coins on the tray. If the roll is full the Cashmaster recognises the weight. The denomination, together with the value, is shown on the display.

For certain denominations of rolls the display will show:

(2) Possible  
Results

You are required to select the denomination of the roll using  or  .  
Press the  key to accept the value.

If the machine does not recognise the weight as a “full roll” the following will be displayed.

<b>* Suspect *</b>	then	<b>Select Actual Denomination</b>
--------------------	------	---------------------------------------

Using the   keys, select the actual coin denomination.

The machine will then display the value together with the number of coins in the roll.

Press the  key to accept the value and add to the grand total.

## TOTALLING, CLEARING & PRINTING

### Clearing the sub-totals

Select the denomination to be cleared by using  and  keys then press the  key momentarily.

### Clearing grand totals

Press and hold the  key until screen prompt shows “Press C key again to confirm”.

Press the  key again. To cancel clearing press any other key.

### Printing the totals

Providing a printer is connected, print the totals by pressing the  key.

(When using the printer it is always advisable to operate the machine with the mains adapter connected).

## TROUBLESHOOTING

Mode	Message	Description
<b>Coins</b>		
Loose/ Rolled	Too much weight on scale	This means there is too much weight on scale, simply remove some. The Cashmaster will weigh up to a maximum of 1.5kg.
Rolled	* Suspect *	Roll applied is suspect. User may leave roll on tray and select the correct denomination for an actual roll amount.
<b>Notes</b>		
Loose	PRESS ZERO KEY	Cashmaster has drifted from zero (usually due to draft or vibration). Ensure the tray is empty, then press on/off key momentarily.
Loose	Please remove scoop/cup from scale	Please remove scoop from the scale. User has selected a bill denomination while the scoop is still on the tray. Remove the scoop.
Loose	Too Many Remove some	Bills should be applied in amounts of up to 30 at a time. Simply remove a few bills until the message disappears then continue counting.
<b>Misc</b>		
	High vibration lockout	Check that the Cashmaster is placed on a level surface and away from vibrations and drafts (e.g. air conditioning or fan).
	Battery low	Plug machine into power supply to recharge battery.
	Print timeout	Ensure that printer is switched on and properly connected to the scale before retrying.
	Scale is below minimum weight!	Indicates that the tray has not been placed correctly. Ensure tray is pushed firmly into the Cashmaster.

## FAQ

### **What is the maximum weight the machine can weigh?**

1.5kg.

### **What do I do if my printer does not work?**

1. Ensure printer is connected to machine
2. Ensure printer has power
3. Ensure printer is loaded with correct paper
4. Ensure paper grip level is in downward position

## TECHNICAL SPECIFICATION

<b>Weight</b>	1kg
<b>Dimension</b>	162mm (W) x 172mm (H) x 224mm (D)
<b>Load Capacity</b>	1.5kg
<b>Power Supply</b>	Mains adapter 12V 2.5A
<b>LED red:</b>	Battery charging
<b>LED Green:</b>	Battery fully charged
<b>LED flashing red/green:</b>	Very low battery and charging
<b>LED off:</b>	Power from battery only
<b>Battery Type</b>	LiPo 7.4V 1250mAh

## GLOBAL SUPPORT

### **North America**

t: +1 877 227 4627

e: [enquiriesusa@cashmaster.com](mailto:enquiriesusa@cashmaster.com)

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