

Cashmaster
sigma

170

User Manual



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INTRODUCTION

The Cashmaster Sigma 170 is an electronic weighing device which calculates the value of coins and bills. The Cashmaster Sigma 170 supports your domestic currency: bills and coins. The intuitive user friendly interface guides you through the cash counting process. The Cashmaster Sigma 170 is programmed to count the contents of a typical cash register:

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

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

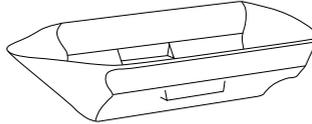
- Reduced paperwork
- Streamlined working methods making the business more competitive
- More time to concentrate on key tasks

BOX ITEMS & GUIDELINES

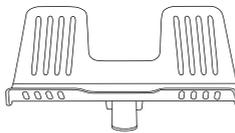
Cashmaster Sigma 170



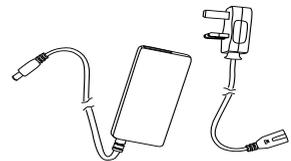
Scoop



Tray



AC Adapter



Maintenance

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.

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.

Warning

Do not use a damaged or wet power adapter.

Do not connect power adapter with wet hands.

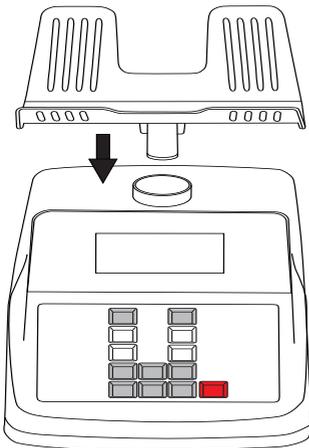
Do not place weights over 1.5kg on the device.

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

If any of the above are missing please contact Customer Support on +877 227 4627.

UNPACKING

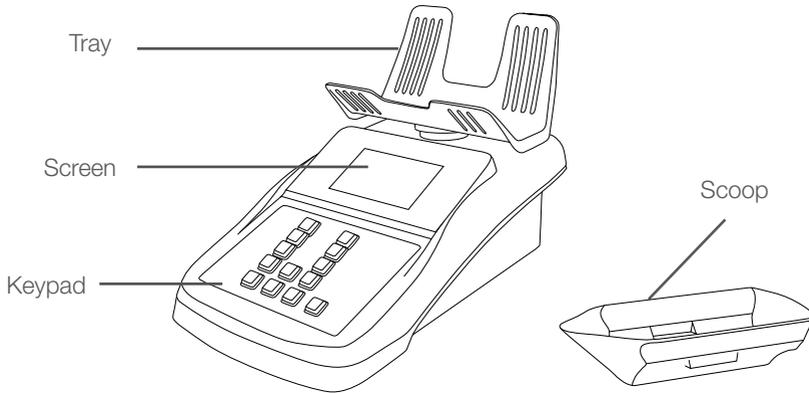
1. Unpack your Cashmaster machine and check that you have a Cashmaster scale, a tray, a scoop and a power adapter.
2. Fit the tray into the top of the Cashmaster scale. Push down **very firmly** until it clicks into place.
(To remove the tray, hold the Cashmaster machine firmly and twist the tray until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



Push down **VERY FIRMLY** until you hear a click

KEYS AND DISPLAY

Cashmaster Sigma 170



The Cashmaster Sigma 170 shown above is the device you are going to use. There are four main component parts:

- the keypad
- the screen
- the tray
- the scoop

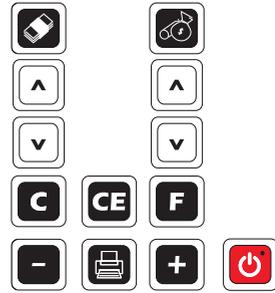
The Cashmaster is robust, and will stand up to all normal cash office activities. Treat it with sensible care.

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 have their functions printed on them. They are designed to resist spills and increase durability.



The screen

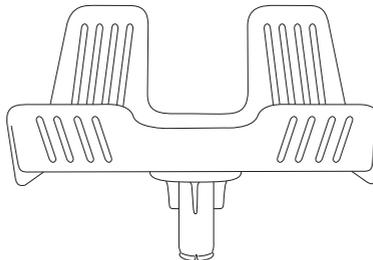
This is where you will see:

- display of values and quantities counted
- messages related to Cashmaster functions

☐ ↗ +	[C]	08.02.2016	11.10
1c			Scoop
Coins			
USD			0.00
Total			0.00

The tray

The tray is designed to hold scoops, cups, rolled coins, loose bills and strapped bills. Place the tray on the Cashmaster and push down very firmly, until it is clicked in.



KEY IDENTIFICATION



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



The **STRAPPED BILLS** key. Press to select strapped bills and to toggle between loose/bundled/clipped bills.



The **ROLLED COINS** key. Press to select rolled coins.



UP and **DOWN** arrow keys. There are two sets of these keys, one set to toggle between bill denominations and another set to toggle between coin denominations.



The **PLUS** key. Used to add amounts to the total.



The **MINUS** key. Used to subtract the last value added from the total.



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. (See page 9.)



The **CE (CLEAR ENTRY)** key. Press once to clear sub totals.



The **C (CLEAR)** key. Press and hold, wait momentarily and press again to clear the total.

FAST KEY SETTING FUNCTIONS

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.

Bank value setting



Press the “F” and the “Bill Up” keys. Then press any arrow key to select a bank. Use the “+” key to select the digit to be adjusted.



Then use any arrow key to decrease or increase the amount. Press “F” key to save. To exit, press the “Strapped Bills” key.



Bank selection



Press the “F” and the “Coin Up” keys. Use any of the arrow keys to select bank. Press “+” key to accept.



Contrast



Press and hold the “F” and “C” keys, and press either “Up” key (to increase) or “Down” key (to decrease) the contrast.



Auto-add



Press the “F” and the “+” keys. “+” will be displayed on screen if auto-add is activated.



Auto-scroll



Press the “F” and the “-” key. “▲” will be displayed on the screen when auto-scroll is activated.



Set time/date



Press the ‘F’ and the ‘Coin down’ keys simultaneously. This will enter the time/date setting. Use the coin up/down keys to toggle and use the “PLUS (+)” and “MINUS (-)” keys to increase and decrease.



Switch currency



Press the “F” and the “Rolled Coins” keys to toggle between the different currencies.



Calibrate scoop/cup



Press the “F” key and the ‘ON/OFF’ keys then follow on screen instructions.

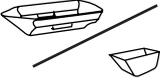
GETTING STARTED

What you can count

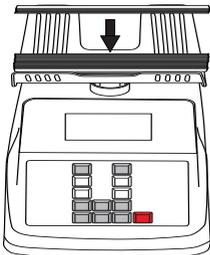
Bills

	<p>Loose - Loose bills are counted by placing a slice of up to 30 bills at any one time. Continue to add bills of the same denomination, until all bills from the selected denomination have been counted.</p>
	<p>Bundle - counting strapped bills that have been packaged in a bundle.</p>
	<p>Clipped - counting strapped bills that have been packed in a clip.</p>

Coins

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

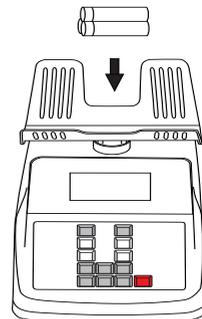
Counting loose or strapped bills



Counting loose coins



Counting rolled coins



GETTING STARTED

Switching on

Ensure that the tray is empty, then press



.

When the Sigma 170 is initially switched on, the display will show the following **“Place Empty Scoop On Scale”**.

You must now place the scoop/cup on top of the tray. This container is now ready to use with the machine. (Please note the scoop/cup must only be used for counting coins).

Place Empty
Scoop On Scale

Setting date and time

The clock facility on the Sigma 170 must be set as follows when you receive the machine. From count screen:

1. Press the  key and press the coin  key.



2. Use the arrow keys   to toggle between date and time.
3. Press the  key.
4. Use the arrow keys to select the hour/minute or the day/month/year.
5. Use the  and  keys to increase/decrease the value.
6. Press the strapped bill key  to save.
7. Press the strapped bill key again to exit.

GETTING STARTED

Setting the bank

This function allows you to set the bank value on the Cashmaster. (This can be changed at any time).

Press the  and the bill  keys to enter bank setting.

Use the arrow keys to select bank. Use the  key to switch on/off.

To edit press the  key.

Use  or  to select value position, and use  or  to enter the bank value.

Press  when finished to set bank.

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 the  key and then the coin  keys to toggle between banks.

The display will show the current bank amount stored.

Use the arrow keys to select bank. Use the  key to switch the selected bank on.

Bank selections:	USD
0.00	
100.00	
None	

GETTING STARTED

Switching auto-add on/off

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

If auto-add is off, the value displayed will not be automatically added to the totals,

you must press  while the value is being displayed and the cash still on the tray, to add the value to the total.

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

Indicates auto-add is on



	08.02.2016 11.10
+	
1c	
Coins	
USD	0
Total	0

Indicates auto-add is off



	08.02.2016 11.10
1c	
Coins	
USD	0
Total	0

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

GETTING STARTED

Switching scroll on/off

Auto-scroll feature allows the Cashmaster to automatically scroll up to the next denomination when 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



	08.02.2016	11.10
<hr/>		
1c		
Coins		
USD		0
<hr/>		
Total		0

Indicates auto-scroll is off



	08.02.2016	11.10
<hr/>		
1c		
Coins		
USD		0
<hr/>		
Total		0

To switch auto-scroll on/off press



and



simultaneously.

GETTING STARTED

Learning - bills only

Press the bill  key to select bill mode.

All Cashmaster machines are calibrated at the factory to the average bill weights of all US currency. As bill weights vary slightly depending on age and usage, the following should be completed on receipt of your new machine.

(Please ensure auto-add/scroll has been switched off before beginning “Learning”. See page 11 and 12.)

1. Press bill  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 more bills.
4. Remove all bills from the tray.
5. Repeat steps 2 - 4 several times, each time increasing the number you 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 until you see a valid reading, then continue to add bills.

COUNTING

Counting loose coins

Press the coin  key until the following is displayed.

  	08.02.2016	11.10
1c		Scoop
Coins		
USD		0.00
Total		0.00

Use the coin   keys to select the correct denomination for counting.

Place the scoop/cup of the selected coins on the tray; the Sigma 170 will beep and the display will show the value and the quantity of coins in the scoop/cup:

  	08.02.2016	11.10
1c		x40
Coins		
USD		0.40
Total		0.40

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

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

Note: If bank mode is on, the decreasing bank amount 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 for banking; the bank has already been taken into account.

COUNTING

Counting packaged coins

Press the  key until the following is displayed.

08.02.2016 11:10	
Rolls	
USD	0
Total	0

Place a roll of coins on the tray. If the roll is full, the Cashmaster will recognise the denomination, together with the value.
For certain denominations of rolls the display will show:

(2) Possible
Results

You are required to select the denomination of the roll which is on the Cashmaster, using the coin  or  key. Press the  key to accept the value.

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

* **Suspect** *

then

**SELECT ACTUAL
DENOMINATION**

Using the coin  and  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.

COUNTING

Counting loose bills

Press the bill  key until the following is displayed.

08.02.2016 11.10	
\$5	
Bills	
USD	0.00
Total	0.00

Use the bill   keys to select the correct denomination for counting.

Place bills of the selected denomination on the tray.

08.02.2016 11.10	
\$5	x10
Bills	
USD	50.00
Total	50.00

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

bill  or  key.

COUNTING

Counting strapped bills

The Cashmaster will count strapped bills, including bundles and clips.

Press  key to select strapped bills.

  	08.02.2016	11.10
\$5		
Bundles		
USD		0.00
Total		0.00

Use the bill   keys to select the correct denomination for counting.

Place the strapped of bills on the tray. The Cashmaster accepts bundles of \$1, \$2, \$5, \$10, \$20, \$50 and \$100.

If the packaged bills are “good”, its value is displayed.

  	08.02.2016	11.10
\$5		x100
Bundles		
USD		500.00
Total		500.00

Repeat above steps for all strapped bills. To return to loose bill counting, press the  key until the word ‘bills’ appears under denomination.

If a strapped bundle is suspect, the display will show:

* **Suspect** *

You must open the strapped bundle and count the bills in loose bill mode.

TROUBLESHOOTING

Mode	Message	Description
Coins		
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.
Roll	* Suspect *	Roll applied is suspect. You may leave roll on tray and select the correct denomination for the actual roll amount.
Bills		
Loose	PRESS ZERO KEY	Cashmaster has drifted from zero (usually due to draught or vibration). Ensure the tray is empty, then press on/off key.
Loose	Please remove scoop/cup from scale	You have selected a bill denomination while the cup was still on the tray. Remove the scoop/cup.
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.
Strapped	* Suspect *	Bundle applied is suspect. You should split bundle and count in loose bill mode.
Misc		
	High vibration lockout	Check that the Cashmaster is placed on a level surface and away from draughts (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

How do I clear sub-totals?

Select the desired denomination and press  key once.

How do I clear grand totals for one register?

From the count screen hold down the  key until the confirmation is displayed.

Press the  key again to confirm and clear.

How do I switch currencies?

Press both   keys simultaneously to scroll through multicurrency options, stopping at the desired currency.

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 paper
4. Ensure paper grip lever is in downward position

**For all other problems or issues contact our Customer Support team on:
+1 877 227 46 27.**

TECHNICAL SPECIFICATIONS

Weight	1.2kg
Dimension	162mm (W) x 188mm (H) x 282mm (D)
Load capacity	1.5kg
Power supply	Mains adapter 12V 2.5A
Power indication LED red:	Powered from mains, battery charging
LED green:	Powered from mains, battery fully charged
LED flashing red/green:	Powered from mains, trickle charge or faulty battery
LED off:	Power from battery only
Battery type	LiPo 7.4V 1250mAh

GLOBAL SUPPORT

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