HT Series Scale System Supervisor Manual

ML-29350	HTi-7LS
ML-29351	HTi-LS
ML-29352	HTiP-LS
ML-29354	HTi-7ELS
ML-29380	HTi-7LS2
ML-29381	HTi-LS2
ML-29382	HTiP-LS2
ML-29384	HTi-7ELS2
ML-29367	HTi-10ELS
ML-29377	HTi-10ELS2
ML-29369	HTi-7LH
ML-29370	HTi-LH
ML-29371	HTiP-LH
ML-29372	HTi-7ELH
ML-29368	HTi-10ELH
ML-29359	HTs-LS
ML-29360	HTsP-LS
ML-29361	HTs-7LS
ML-29362	HTs-7ELS
ML-29363	HTs-LST
ML-29364	HTsP-LST
ML-29365	HTs-7LST
ML-29366	HTs-7ELST
ML-29373	HTi-SSLS
ML-29374	HTi-SSLSB
ML-29428	HTM-LH
ML-29429	HTM-7LH
ML-29430	HTM-7ELH
ML-29431	HTM-SSLS
ML-29432	HTM-SSLSB

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TABLE OF CONTENTS

Chapter 1: Introduction

HT Scale System

SAVE THESE INSTRUCTIONS

Introduction

The following selections are available in this chapter:

Welcome

The HT Scale System is perfect for your over-the-counter weighing applications. This weighing system can handle a broad variety of products for deli, produce, bakery, back room, seafood and cheese departments. It enhances your merchandising capabilities with multiple fonts, graphics, graphical customer display, and label types.

HT Scale System

All data appears on the touch screen.

Verify Correctness of Weight & Price

Routinely verify label information. Check the multiplication of price per pound times weight, and check the scale weight against printed label weight. Weigh the same package several times to verify outcome consistency. Packages that weigh near the middle of the 0.005 lb increment will normally vary up or down by 0.005 lb. Scale weight resolution is 0.005 lb up to a weight of 12 lb. Above 12 lb the scale resolution is reduced to .01 lb. Scale can also be set to a lower resolution on installation for the .01 lb range from 0.0 to 30.00. Contact your local Hobart Service Representative if the scale repeatedly shows errors or does not weigh accurately.

FCC Note

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the operator manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference, in which case, the user will be required to correct the interference at their own expense.

NOTE: NO MODIFICATIONS: Modifications to this device shall not be made without the written consent of the Hobart Corporation and their parent company, ITW. Unauthorized modifications may void the authority granted under Federal Communications Commission Rules permitting the operation of this device.

How to Use This Manual

Hobart uses specific formats throughout the manuals for you to easily identify key selections. These formats are described in the following topics:

- *Online Viewing*
- *Manual Terminology*
- *Supervisor Manual Overview*

Online Viewing

If you are viewing this manual online or from a CD, you have the advantage of using the cross-referencing feature that is built into the document. Links are shown in italicized text and are cross-referenced.

For example, the text may say:
Appendix A

When you move your mouse directly over the text, the cursor changes to a pointing hand. This indicates a cross-reference. If you click on this text, you will be taken to that section of the document.

Use the back arrow on the top of your screen to return to your starting point.

Manual Terminology

This manual uses the following terminology for keystrokes and data manipulation procedures:

- The word TYPE means to touch a series of keys on the Numeric Keypad or QWERTY Keyboard.
- The word TOUCH means to activate an entry shown on the display screen.
- The word SELECT means to choose one item from a list brought up on the current screen.
- The word SWIPE means to touch the screen or the area below the screen and drag in a direction.

The following special instructions are used in the manual:

NOTE: A **Note** is information that you need to know, but is not an actual step in the process.

NOTICE A **NOTICE** is information to alert you that you may be doing something that will permanently alter your system.

WARNING A WARNING indicates a hazardous situation which, if not avoided, could result in death or serious injury.

Supervisor Manual Overview

Refer to the following sections for information on setting up and using the HT Scale System.

- *Chapter 2: Understanding The System* explains the HT Scale System, including electrical and communication connections and mechanical features.
- *Chapter 3: Setting Up Your System* tells you how to create and/or edit important system information in the HT Scale System, such as: operator data, label information, production planning, scale operation and communications, store information, etc.
- *Chapter 4: Setting Up the Database* is where you define your products and classes, then learn how to maintain them.
- *Chapter 5: Merchandising Programs* describes how to properly set up and maintain your in-store discount program(s), such as Frequent Shopper.
- *Chapter 6: Configuring a Barcode* tells you how to configure UPC, EAN13, and EAN128 barcodes and GS1 databar.
- *Chapter 7: Using Transactions* tells you how to use the Transactions function for reporting purposes.
- *Chapter 8: Backup & Restore* is where you find the steps to save your data to a backup file or restore your data.
- *Chapter 9: Setting Up COOL* explains COOL (Country of Origin Labeling) and how to set up COOL text.
- *Appendix A* provides you with detailed information on subjects that are briefly covered in the manual.
- The Index provides an alphabetical listing of the topics in this manual and their corresponding page numbers.

Chapter 2: Understanding The System

Understanding the System

The HT Scale System can store information on thousands of products. Retail store information required for product handling and processing, such as PLU number, UPC number, Pricing, Tare, and Shelf Life can be added. Consumer information describing products, such as NutriFacts, Safe Handling, Expanded Text, Recipes, Cooking Instructions, and Merchandising Graphics can also be added.

NOTICE The scale should be installed and/or moved only by a qualified Hobart Service Technician. The system can operate in a temperature range from 14°F to 104°F (-10°C to 40°C).

The following topics are explained:

- *Electrical Connections*
- *Communication Connections*
- *Display Icons*
- *Help*
- *Supervisor Mode Overview*
- *Shutting Down the System*
- *Reboot Button*

Electrical Connections

A power cord is provided and connects to the bottom of the scale. Electric power of 120 V., 60 Hz., 1 phase (2-wire plus ground) is required.

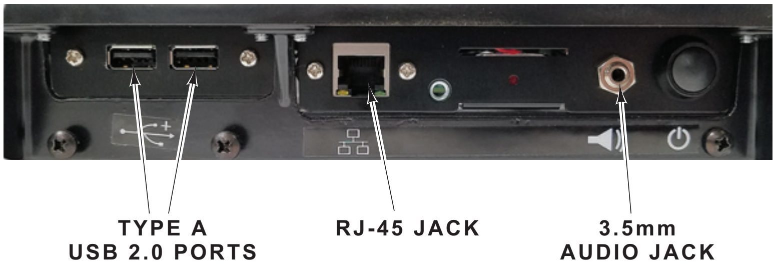
Communication Connections

There are several ports on the scale.

- Two Type A USB 2.0 Ports
- RJ-45 Jack for an Ethernet Connector (TCP/IP)
- Audio Jack for external headphones

NOTE: When Audio Jack is in use the scale speakers will be muted.

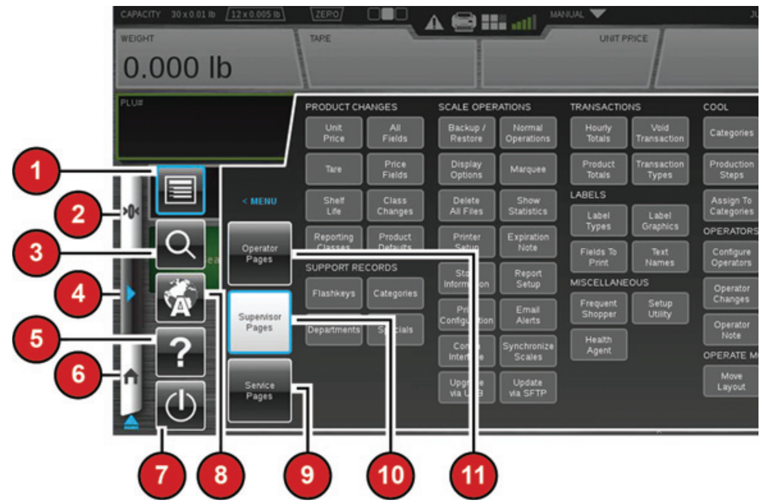
NOTE: The HTs models only have one USB port.



Display Icons

The Display Icons provide access to various features of the scale.

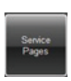
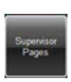
TOUCH the Menu Icon . You should now see the ***Menu Window***. The Operator Pages Window is the default. TOUCH Supervisor Pages to show the Supervisor Pages Window.



The following items will appear on the Menu Window. See the Icon Features table for detailed information about each feature.

1. Menu Pages
2. Rezero
3. Search
4. Menu Icon
5. Help
6. Home Icon
7. Shutdown
8. Language Toggle
9. Service Pages
10. Supervisor Pages
11. Operator Pages

A blue highlight around the box indicates the feature is selected.

Icon Features			
No.	**Feature**	**Icon**	**Description**
1.	Menu Pages		Indicates the Default screen to access Operator Pages, Supervisor Pages, or Service Pages.
2.	Rezero Key		This icon is used to zero the weigher without anything on the platter.
3.	Search		TOUCH this icon to search for a PLU by name, number, or key word. See HT Series Scale Operator Manual for more detailed information.
4.	Menu Icon		TOUCH this icon to access additional scale features.
5.	Help		TOUCH this icon to access the Operator Manual and training videos.
6.	Home Icon		TOUCH this icon to return you to the main page. The main page can either be the left or center screen. The HTs models will not use the left screen unless equipped with the browser function or full screen flashkeys. This is configured in supervisor mode. If the Home Icon has a small square with an arrow in it, that means that a multimedia file is open. TOUCH the icon to access the multimedia.
7.	Shutdown		TOUCH this icon to shutdown or reboot the scale operating system. See *Shutting Down the System* for more information.
8.	Language Toggle		TOUCH this icon to toggle between the available languages on the scale. Scales can be configured to toggle between English/Spanish or English/French. If you have questions about this feature, contact your local Hobart Representative.
9.	Service Pages		This feature is only available to authorized Hobart Service Representatives.
10.	Supervisor Pages		TOUCH this box to access supervisor level functions.
11.	Operator Pages		TOUCH this box to access various operator functions. See HT Series Scale Operator Manual for more detailed information.

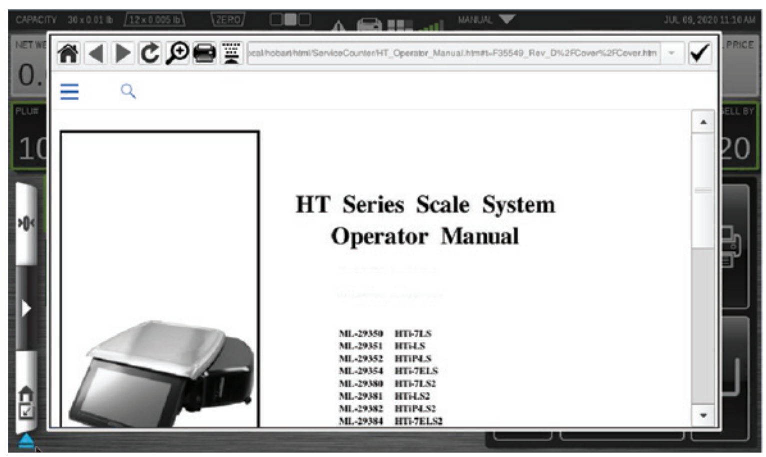
Help

The Operator Manual is loaded on the scale.

To access the Operator Manual: TOUCH the Menu Icon  .

TOUCH the Help Icon  .

You should now see the Operator Manual and the Multimedia icon  will appear on the Home button. Multimedia files are items such as videos or manuals.



To minimize: TOUCH the Home button. The Multimedia icon should stay on the Home button.

To exit this window: TOUCH the check mark in upper right corner.

Supervisor Mode Overview

The purpose of Supervisor mode is so you, the supervisor, can set up parameters to oversee and manage the operation of the HT Scale System according to your business preferences. It can be password-protected, so only those who are supposed to be making these types of changes will be allowed to do so.

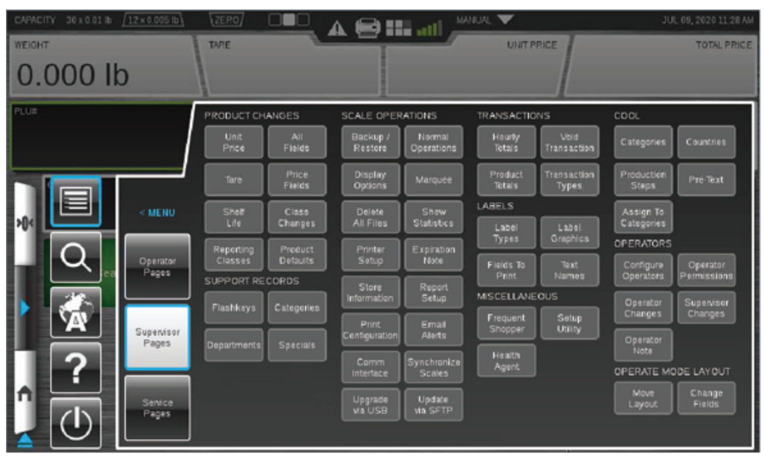
Accessing Supervisor Mode

Supervisor Mode can be accessed from the console or from a computer. To access the Supervisor Mode remotely, specific Hobart software is required. Please contact your local Hobart Sales Representative for assistance.

If Supervisor Mode is password-protected, then you will need an operator ID with Supervisor permission or a Supervisor USB key (see *Setting Up Operator ID's*). Please contact your local Hobart Sales Representative for assistance.

To access the Supervisor Mode:

1. TOUCH the Menu Icon  .
2. TOUCH the Supervisor Pages icon. You should now see the ***Supervisor Pages Box***.

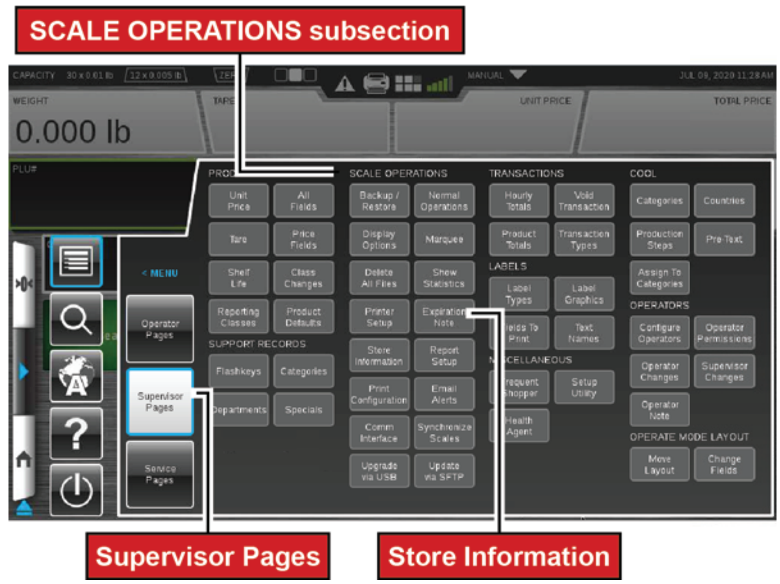


NOTE: If necessary, TOUCH the "ALL FUNCTIONS" area to display all available functions.

The ***Supervisor Pages Box*** is divided into subsections. This manual will refer to these subsections when directing you to access various screens. For example if the manual states:

To set up the Store Information:

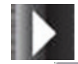
From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Store Information. The following screen shows the location.

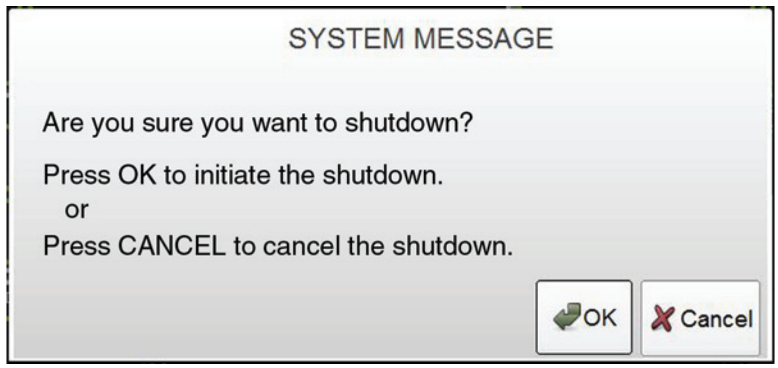


Shutting Down the System

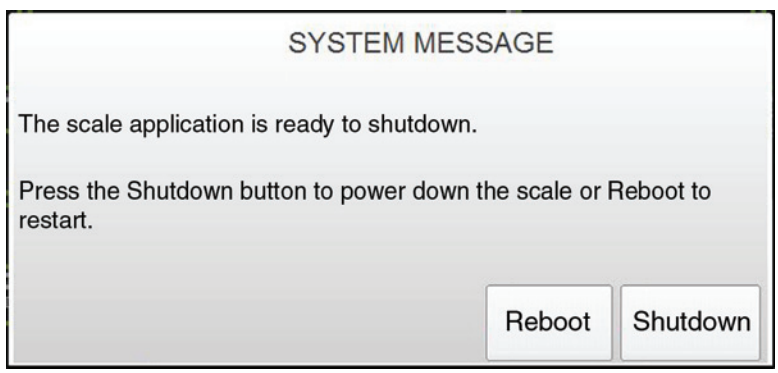
The Shutdown feature is designed to stop all internal functions. A proper shutdown MUST be executed prior to disconnecting power.

To Shutdown the System:

1. TOUCH the Menu Icon  .
2. TOUCH the Shutdown Icon  .
3. Screen will appear and ask "Are you sure you want to shutdown?



4. TOUCH OK.
5. When the system is ready to shutdown, a screen will appear and say, "The scale application is ready to shutdown. Press the Shutdown button to power down the scale or Reboot to restart." TOUCH Shutdown.



NOTICE **DO NOT** disconnect power to the system during shutdown.

6. Wait for the scale system to shutdown (the screen will go black).
7. Unplug scale to remove power.

NOTE: In the unlikely event the scale stops responding, use the Reboot Button to reboot the scale.

Reboot Button

Located on the left side of the scale is the Reboot Button.

NOTE: HTi model shown. The HTs models only have one USB port.

In the unlikely event the scale stops responding, use the Reboot Button to reboot the scale.

Press and hold the Reboot Button. A screen will appear and say, “Scale is rebooting please do not remove power.”

NOTICE Pressing the Reboot Button should only be used when the scale has stopped responding.

Chapter 3: Setting Up Your System

Setting Up Your System

Before you begin adding to your product database, you should set up your system. This section explains:

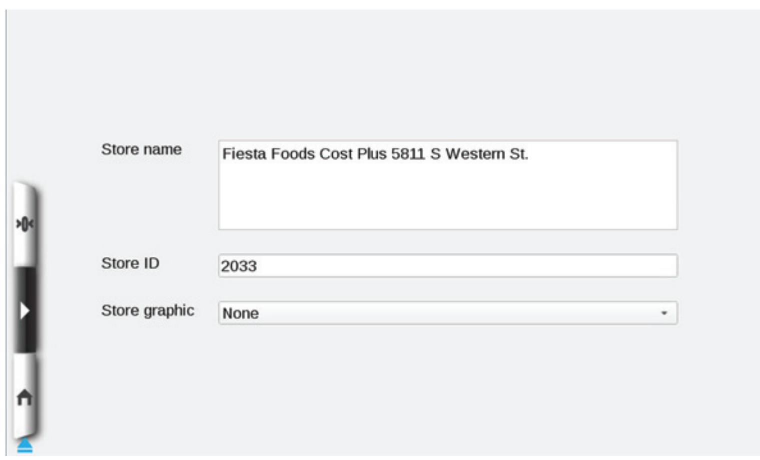
- *Setting Up Store Information*
- *Setting Up Scale Operation*
- *Setting Up Flashkeys*
- *Setting Up Label Types*
- *Setting Up Operator ID's*
- *Updating Firmware*
- *Email Alerts*
- *Synchronize Scales*
- *Setting Up Product Default Values*
- *Running a Configuration Report*
- *Setup Utility*

Setting Up Store Information

The Store Information option enables you to assign the Store name, Store ID number and Store graphic to your system which will be printed on designated label types.

To set up the Store Information:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Store Information. You should now be on the ***Store Information Screen***.



2. TOUCH the Store name field.
3. TYPE the Store name.
4. TOUCH the Store ID field.
5. TYPE the Store ID number and TOUCH Enter.
6. TOUCH the Store graphic field and SELECT the desired Store graphic. This is the graphic that will print on the label if the label type used has space for a store graphic. More information on graphics can be found in *Using the Labels Subsection*.
7. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Scale Operation

This section is where you determine how the scale works on a daily basis. This information does not change per product, class or label type, it remains constant.

Here you will learn the following:

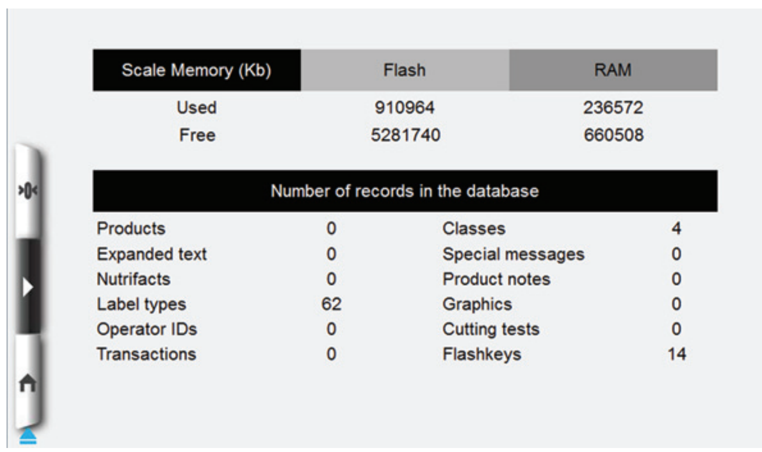
- *Viewing Scale Statistics*
- *Setting Up Normal Scale Operation*
- *Delete All Files*
- *Printer Setup*
- *Marquee*
- *Display Options*

Viewing Scale Statistics

This option allows you to view the basic statistics of the scale such as the records in the Scale database.

To view the Statistics Screen:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Show Statistics. You should now be on the ***Show Statistics Screen***.



2. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Normal Scale Operation

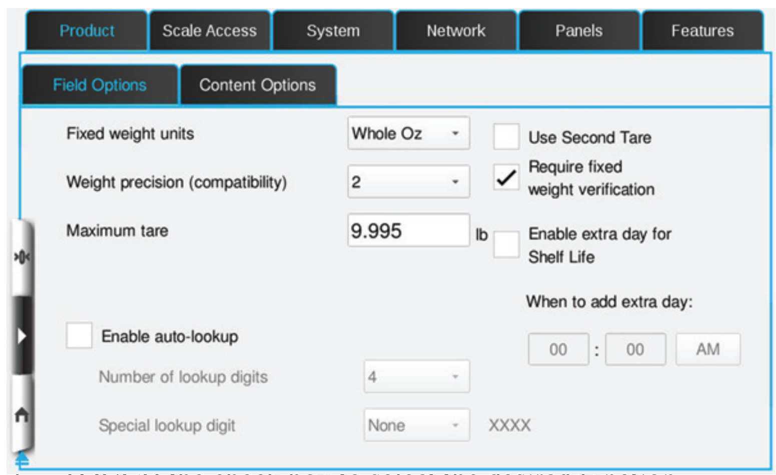
Use the Set Up Normal Scale Operation option to specify the types of Totals you wish to collect, plus other configuration options, such as Enable Auto Lookup, etc.

NOTE: Blue text in Tab field indicates which Tab is active.

NOTE: Not all options shown in this section will be available with all system configurations. Some features will be disabled unless a valid license is active.

To set up Normal Scale Operation:

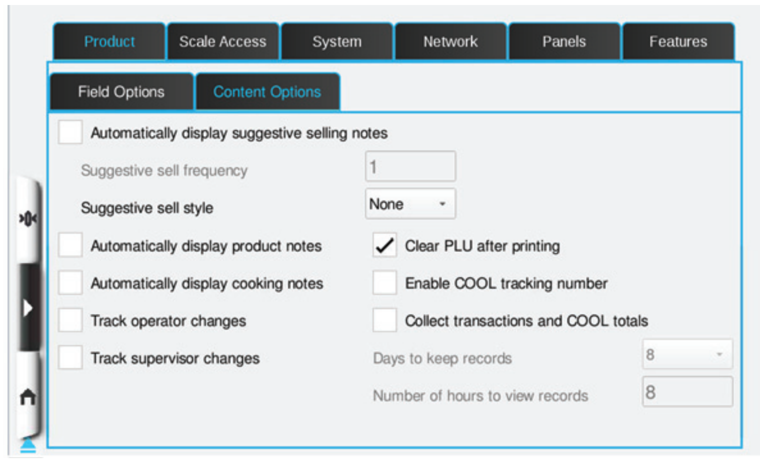
1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Normal Operations. You should now be on the ***Normal Operations Field Options Tab Screen***.



2. TOUCH the check box to select the desired function –OR–TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Field Options Tab			
Function	**Description**	**Values**	
Weight Precision (compatibility)	Specifies whether the incoming tare data from backup restore or scale management is 2 digit precision or 3 digit precision.	Value Range	2 or 3 decimal places.
Fixed Weight Units	Enables Fixed Weight amounts to be entered as whole or tenth ounces.	Whole Ounces Tenths of an Ounce	
Maximum Tare	Determines the maximum tare value allowed.	This value will vary depending on the use of the scale.	
Enable Auto-Lookup	Enables you to set the number of digits required for the system to automatically look up product information.	Checked	Auto lookup is turned on.
		Blank	Auto lookup is turned off.
	Number of digits to begin Auto Lookup. Must be set to highest value of PLU digits used.	Value Range	3 to 6
Special Auto Lookup Digit	PLU numbers that begin with this digit are allowed one extra digit before auto lookup. Example: with this set as “9”, both 4011 and 94011 could auto lookup.	Value Range	None, 1 to 9
Use Second Tare	Allows two tare values to be used.	Checked	Second tare is turned on.
		Blank	Second tare is turned off.
Enable extra day for Shelf Life	Will add an extra day to the shelf life after the specified time.	Checked	Extra day is turned on.
		Blank	Extra day is turned off.
Require fixed weight verification.	When enabled, weight must be on or above the specified weight for the designated products. System message will prompt the operator.	Checked	Fixed weight verification is turned on.
		Blank	Fixed weight verification is turned off.

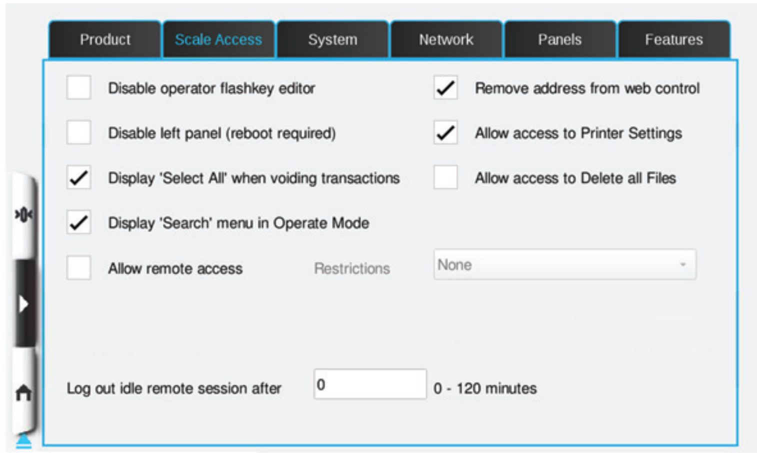
3. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Normal Operations and then TOUCH Content Options Tab. You should now be on the ***Normal Operations Content Options Tab Screen***.



4. TOUCH the check box to select the desired function –OR–TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Content Options Tab			
Function	**Description**	**Values**	
Automatically display suggestive selling notes	Specifies whether suggestive selling notes are automatically displayed or not if the PLU has this section filled.	Checked	Suggestive selling notes are automatically displayed.
		Blank	Suggestive selling notes are not automatically displayed.
Suggestive sell frequency	Specifies the frequency of suggestive sell items.	Value Range	0 to 99
Suggestive sell style	Specifies the type of suggestive sell that is available	• None • Okay • Yes/No	
Automatically display product notes	Specifies whether product notes are automatically displayed or not if the PLU has this section filled.	Checked	Product notes are automatically displayed.
		Blank	Product notes are not automatically displayed.
Automatically display cooking notes	Specifies whether cooking notes are automatically displayed or not if the PLU has this section filled.	Checked	Cooking notes are automatically displayed.
		Blank	Cooking notes are not automatically displayed.
Enable COOL tracking number	Enables the use of COOL Tracking numbers.	Checked	Use of COOL Tracking number on.
		Blank	Use of COOL Tracking number off.
Clear PLU After Printing	After printing the PLU is cleared and the scale is sent back to home panel. This was designated in Home panel.	Checked	PLU will be cleared after printing label. Scale will return to home.
		Blank	PLU will not be cleared after printing label.
Collect transactions and COOL totals	Specifies whether totals are collected or not.	Checked	Totals are collected.
		Blank	Totals are not collected.
Track operator changes	Tracks changes to product made by operators while in Operate mode.	Checked	Changes are tracked.
		Blank	Changes are not tracked.
Track supervisor changes	Tracks changes made by the supervisor.	Checked	Changes are tracked.
		Blank	Changes are not tracked.
Number of days to keep	Specifies how long to keep records.	Value Range	1 to 15

4. TOUCH the Scale Access Tab. You should now be on the ***Normal Operations Scale Access Tab Screen***.

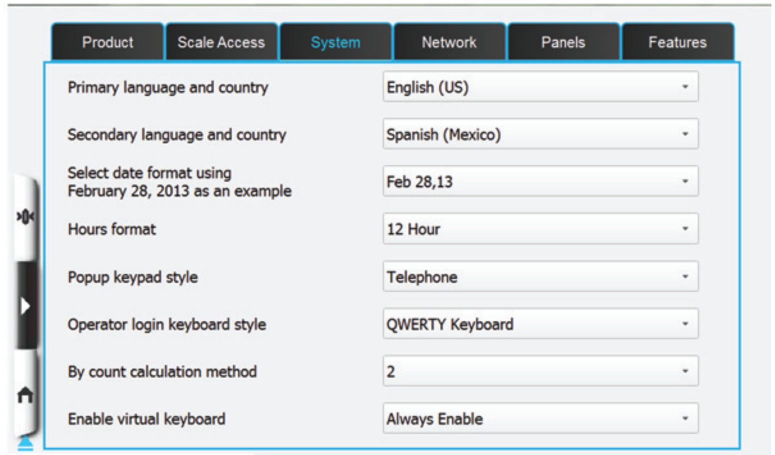


5. TOUCH the check box to select the desired function –OR–TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Scale Access Tab			
Function	**Description**	**Values**	
* Remove address bar from web control	Locks the address bar of the browser.	Checked	Address bar locked.
		Blank	Address bar editable.
Allow access to Printer Settings	Specifies whether Printer Settings are available to the operators.	Checked	Function available.
		Blank	Function not available.
Allow access to Delete all files	Enables Supervisor to delete all files.	Checked	Function available.
		Blank	Function not available.
Disable operator flashkey editor	Prevents operator from editing and creating flashkeys.	Checked	Operator cannot edit flashkeys.
		Blank	Operator can edit flashkeys.
Disable left panel (reboot required)	Specifies whether the scale will use the left operator screen.	Checked	Left panel not available for use.
		Blank	Left panel available for use.
Display ‘Select All’ when voiding transactions	Enables the operator to select all on the void transaction screen.	Checked	Function available.
		Blank	Function not available.
Allow Remote access	Specifies whether this scale can be accessed via remote access.	Checked	Function available.
		Blank	Function not available.
Restrictions	Used with Remote access check box.	• None • Operator ID • Username/Password	
Log out idle remote session after	Enables you to determine the length of time the scale will allow an idle remote access connection before it will terminate the connection to that session.	TOUCH the minutes field and TYPE the number of minutes between 1-120. A value of 0 equals infinite time.	
Display ‘Search’ menu in Operate Mode	Toggles the ability to search in Operate Mode	Checked	Search is enabled
		Blank	Search is disabled

* This feature may be disabled unless a valid license is active.

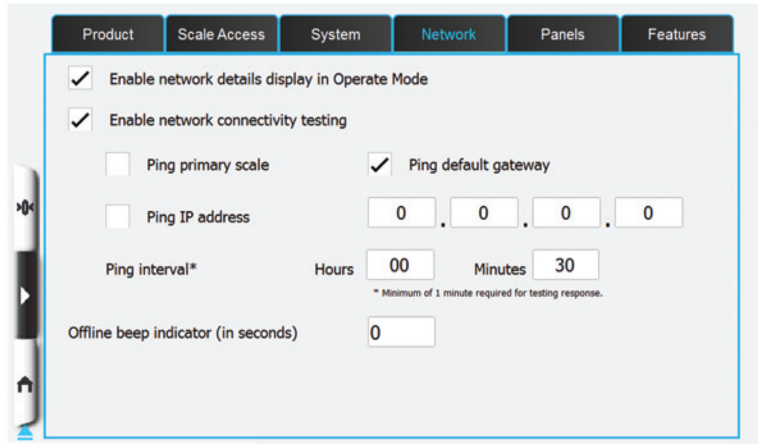
6. TOUCH System Tab. You should now be on the ***Normal Operations System Tab Screen***.



7. TOUCH the check box to select the desired function –OR–TOUCH the desired field and select the desired function. Use the following table to make your decisions.

<table>
<tr><th colspan="4">Table of Normal Operations System Tab</th></tr>
<tr><th>Function</th><th>Description</th><th colspan="2">Values</th></tr>
<tr><td>Primary language and country</td><td>This sets the scales primary language. Default is English (US).</td><td colspan="2">English (US)
Spanish (Mexico)
English (Canada)
French (Canada)</td></tr>
<tr><td>Secondary language and country</td><td>This sets the scales secondary language.</td><td colspan="2">None
English (US)
Spanish (Mexico)
English (Canada)
French (Canada)</td></tr>
<tr><td>Date format</td><td>Specifies the way the date is displayed and printed on the label. February 28, 2013 is the example used.</td><td colspan="2">FE 28, 13
Feb 28, 13
13/02/28
02/28/13
28/Feb/13
28/02/13
13 FE 28</td></tr>
<tr><td>Hours format</td><td>Specifies whether the scale will keep time in 12 or 24 hour format.</td><td colspan="2">12 Hour
24 Hour</td></tr>
<tr><td>Popup keypad style</td><td>This sets the style of numeric keypad that appears when a numeric input is required.</td><td colspan="2">PC Keyboard (Default)
Telephone</td></tr>
<tr><td>Operator login keyboard style</td><td>Determines whether the operator uses a keypad or keyboard to login.</td><td colspan="2">QWERTY Keyboard
Numeric Keypad (Default)</td></tr>
<tr><td>By count calculation method</td><td>Determines how the By Count total price is calculated.</td><td colspan="2">See By Count Calculation Method later in this chapter.</td></tr>
<tr><td rowspan="2">Always enable virtual keyboard</td><td rowspan="2">Specifies whether the keyboard is available at all times, even when an external keyboard is attached to the scale.</td><td>Checked</td><td>Keyboard is enabled.</td></tr>
<tr><td>Blank</td><td>Keyboard is not always enabled.</td></tr>
</table>

8. TOUCH the Network Tab. You should now be on the ***Normal Operations Network Tab Screen***.

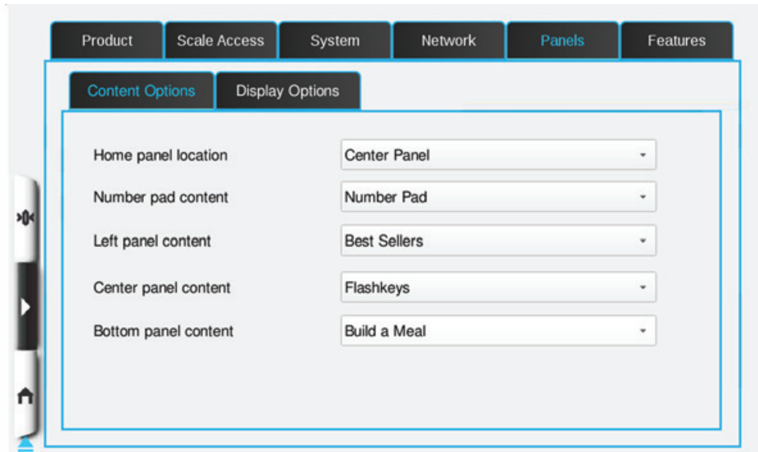


9. TOUCH the check box to select the desired function -OR- TOUCH the desired field and select the desired function. Use the following table to make your decisions.

NOTE: These function are used to maintain a consistent connection to the server and identify when a connection has been lost.

Table of Normal Operations Network Tab			
Prompt	**Description**	**Values**	
Enable network details display in Operate mode	Determines if network details are available to operator by pressing the Network Connectivity icon.	Checked	Details available to the operator.
		Blank	Details not available to the operator.
Enable network connectivity testing	When checked, one of these three options will be used to verify network connectivity.	Ping primary scale Ping default gateway Ping IP address (value required)	
Ping interval	Determines how often the scale will ping the set target. Minimum of 1 minute required for testing response.	Hours (value) Minutes (value)	
Offline beep indicator in seconds	Determines how frequently the system will "beep" when offline.	Value Range	0 to 999

10. TOUCH the Panels Tab. You should now be on the ***Normal Operations Content Options Tab Screen***.

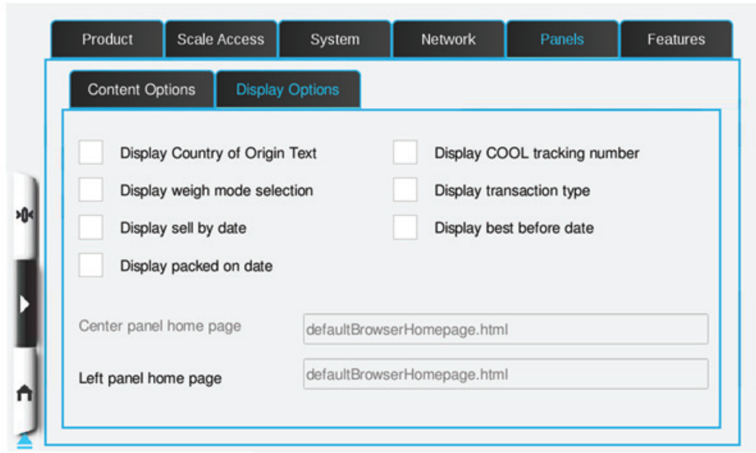


11. TOUCH the check box to select the desired function -OR- TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Content Options Tab		
Prompt	**Description**	**Values**
* Home panel location	Determines which page is "home". Scale will navigate to home screen when the Home key is pressed or after a PLU has been cleared.	Left pane Center pane (default)
Number pad content	This determines what will be displayed in the dynamic content area of the center pane normally used for the number pad.	Number Pad Flashkeys Product Image (if image is available) Run Totals
*Left Panel Content	This determines what will be displayed in the dynamic content area of the left pane.	Flashkeys Best Sellers Web Browser (valid license required)
Center Panel Content	This determines what will be displayed in the dynamic content area of the center pane.	Flashkeys Best Sellers Web Browser (valid license required)
Bottom Panel Content	This determines what will be displayed in the dynamic content area of the bottom pane.	Build a Meal Cut Test Option One

* This feature may be disabled on HTs models unless a valid license is active.

12. TOUCH the Panels Tab then TOUCH the Display Options tab. You should now be on the ***Normal Operations Display Options Tab Screen***.

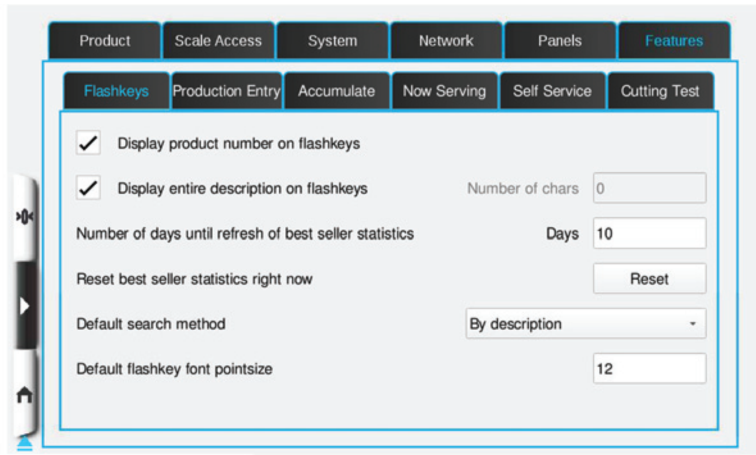


13. TOUCH the check box to select the desired function -OR- TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Display Options Tab			
Prompt	**Description**	**Values**	
Display Country of Origin Text, weigh mode selection, sell by date, packed on date, COOL tracking number, transaction type, and best before date fields	Specifies whether certain fields will display to the operator when the scale is in operate mode.	Checked	Specific field will display.
		Blank	Specific field will not display.
*Center panel home page	Enables you to set the browser home page to the desired address when browser is used on the center panel.	TOUCH the Default Browser home page field and TYPE the address you desire.	
*Left panel home page	Enables you to set the browser home page to the desired address when browser is used on the left panel.	TOUCH the Default Browser home page field and TYPE the address you desire.	

* This feature may be disabled on HTs models unless a valid license is active.

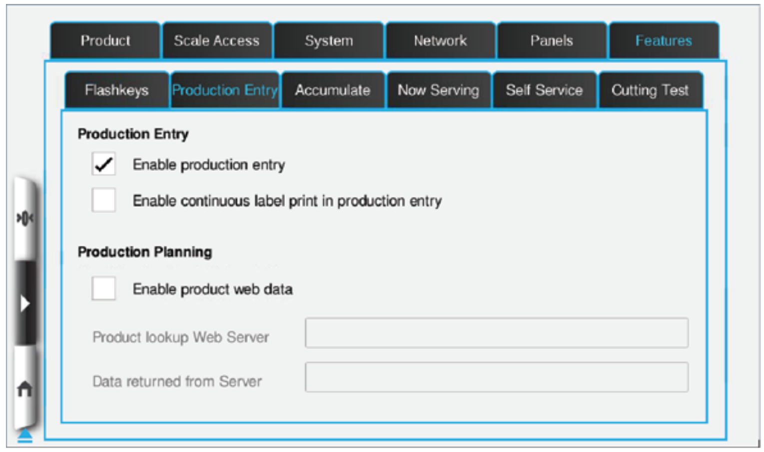
11. TOUCH the Features Tab and then TOUCH the Flashkeys Tab. You should now be on the ***Normal Operations Flashkeys Tab Screen***.



12. TOUCH the check box to select the desired function –OR–TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Flashkeys Tab			
Prompt	**Description**	**Values**	
Display product number	Specifies whether the PLU number will display on the flashkeys.	Checked	PLU will display on flashkeys.
		Blank	PLU will not display on flashkeys.
Display entire description	Specifies whether the entire product description will display on the flashkeys.	Checked	Description will display on flashkeys.
		Blank	Description will not display on flashkeys.
Number of chars	This sets the number of characters for the products description to be displayed. The default is 50 characters. **NOTE:** The number of characters is only available if the entire description box is not checked	Value Range	1 to 999
Number of days until refresh of best seller statistics	The best seller flashkeys are determined by the actual PLU's weighed on each scale. Use this to determine how many days to use in the calculation.	Value Range	1 to 999
Reset best seller statistics right now	This will reset the data being used to calculate the best sellers for this scale.	TOUCH to reset.	
Default search method	This determines the default search method used by the operator when the search function is used. Both options are available.	By description By PLU number	
Default flashkey font pointsize.	This will change the font size on the flashkeys in Operators Mode	Enter desired font size value.	

13. TOUCH the Features Tab and then TOUCH the Production Entry Tab. You should now be on the ***Normal Operations Production Entry Tab Screen***.

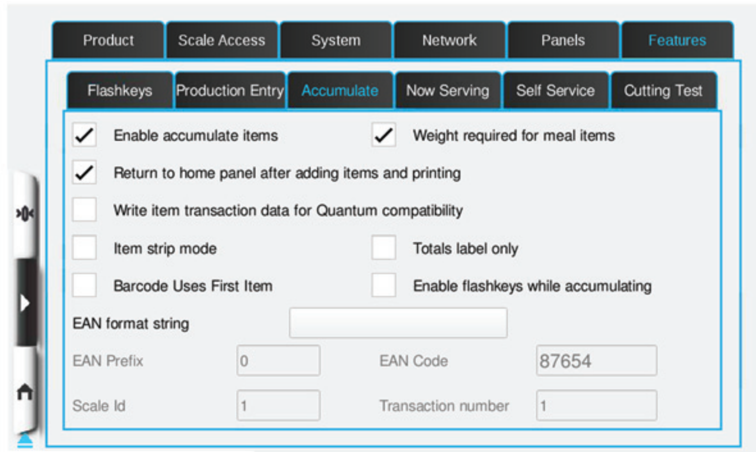


14. TOUCH the check box to select the desired function -OR- TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Production Entry Tab			
Prompt	**Description**	**Values**	
Enable production entry	Allows operator to set scale to production entry mode.	Checked	Operator can set scale to production entry mode.
		Blank	Operator cannot set scale to production entry mode.
Enable continuous label print in production entry mode	Allows continuous label print in production entry mode.	Checked	Function enabled.
		Blank	Function not enabled.
Enable product web data	This activates the link to the Host server for receiving the PLU number and returning the product web data (see *Product Default Values Screens*).	Checked	Specific function, web data Frame, and web data Update will be Active. Feature still requires Product activation.
		Blank	Specific function will not be Active
* Product Web Data Frame, if active	Location to receive HTML Frame data	URL	Web HTML frame location from Host Server
* Product Web Data Update, if active	Location to send product specific information	URL	For use with Host Server

* This feature may be disabled unless a valid license is active.

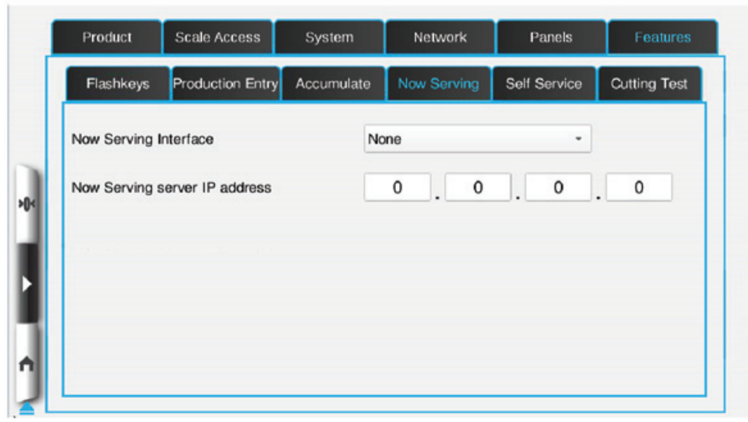
15. TOUCH the Fectures Tab and then TOUCH the Accumulate Tab. You should now be on the ***Normal Operations Accumulate Tab Screen***.



16. TOUCH the check box to select the desired function -OR- TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Accumulate Tab			
Prompt	**Description**	**Values**	
Enable accumulate items	This allows the operator to use the scale to sell items under the accumulate items function.	Checked	Function is available to the operator
		Blank	Function is not available to the operator
Return to home panel after adding items and printing	This will force the scale to return to the home panel after adding items and printing a label.	Checked	Function enabled
		Blank	Function not enabled
Write item transaction data for Quantum compatibility	When enabled, transactions are collected in Quantum format.	Checked	Function enabled
		Blank	Function not enabled
Item strip mode	When configured you can print an Itemized receipt for all products entered. This receipt contains all products, a grand total and a barcode.	Checked	Function enabled
		Blank	Function not enabled
Totals label only	When configured, you can print a label for each product and/or an Item Total Label for all products. The Item Total Label contains only the grand total and barcode.	Checked	Function enabled
		Blank	Function not enabled
Barcode uses first item	When configured, the information from the first PLU in the accumulated list is used for the barcode printed on the Item Strip Label or the Totals Label.	Checked	Function enabled
		Blank	Function not enabled
EAN format string, Prefix, and Code	When configured, an EAN barcode can be applied to accumulated items.	See *Chapter 6: Configuring a Barcode* for more information about setting up EAN barcodes.	
Scale Id	Only available if enabled in the EAN format string.	See *Chapter 6: Configuring a Barcode* for more information about setting up EAN barcodes.	
Transaction number	Only available if enabled in the EAN format string.	See *Chapter 6: Configuring a Barcode* for more information about setting up EAN barcodes.	
Weight required for meal items	Requires weight for Build a Meal.	Checked	Function enabled
		Blank	Function not enabled
Enable flashkeys while accumulating	Flashkeys will be available while accumulating.	Checked	Function enabled
		Blank	Function not enabled

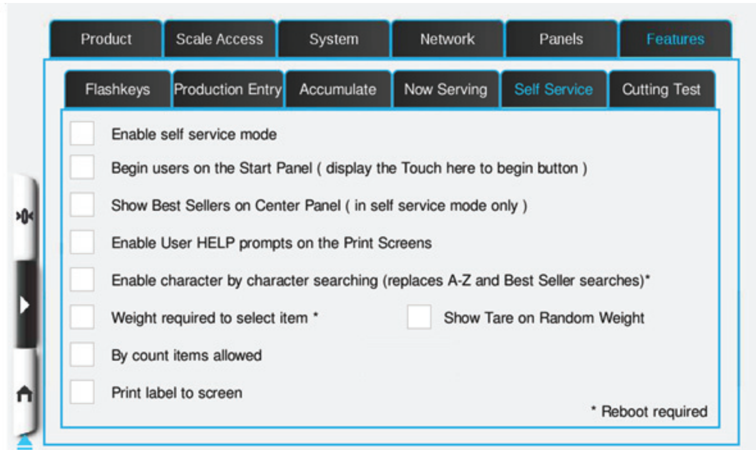
17. TOUCH the Features Tab and then TOUCH the Now Serving Tab. You should now be on the ***Normal Operations Now Serving Tab Screen***.



18. TOUCH the desired field and select the desired function. Use the following table to make your decisions.

Table of Normal Operations Now Serving Tab		
Prompt	**Description**	**Values**
Now Serving Interface	This determines what type of interface is used in conjunction with the scale system to display the now serving number.	None Electronic (IP address required) Pre Printed dispenser

19. TOUCH the Features Tab and then TOUCH the Self Service Tab. You should now be on the ***Normal Operations Self Service Tab Screen***.



20. TOUCH the check box to select the desired function. Use the following table to make your decisions.

Table of Normal Operations Self Service Tab			
Prompt	**Description**	**Values**	
Enable self service mode	This determines whether the operator can place the scale in the self service mode.	Checked	Operator can place the scale in self service mode.
		Blank	Operator cannot place the scale in self service mode.
Start users on Center Panel	The self service mode can be configured to skip the "Touch here to begin" screen and start on the ***Enter PLU Screen***.	Checked	Self service mode starts on the ***Enter PLU Screen***.
		Blank	Self service mode begins on the "Touch here to begin" screen.
Show Best Sellers on Center Panel	The ***Enter PLU Screen*** can be configured to display the apple with the PLU example or a set of Best Seller flashkeys.	Checked	Screen displays Best Seller flashkeys.
		Blank	Screen displays apple with PLU example.
Enable User HELP prompts on the Print Screens	This determines whether HELP prompts will be show on the print screens	Checked	HELP prompts will be shown.
		Blank	HELP prompts will be hidden.
Enable character by character searching	Replaces A-Z and Best Seller searches with character by character searching in self service mode.	Checked	Character by character searching is enabled.
		Blank	Character by character searching is disabled.
Weight required to select item	Requires weight to select an item.	Checked	Weight is required to select an item.
		Blank	Weight is not required to select an item.
By count items allowed	Allows by count items in self service mode.	Checked	By count items allowed in self service mode.
		Blank	By count items not allowed in self service mode.
Print label to screen	Print Label to Screen	Checked	Label is shown on screen rather than printed
		Blank	Label is printed rather than shown on screen
Show Tare on Random Weight	Show Tare on Random Weight	Checked	Customer has the ability to select from predefined tare values
		Blank	Customer has no control over tare values

21. TOUCH the Features Tab and then TOUCH the Cutting Test Tab. You should now be on the ***Normal Operations Cutting Test Tab Screen***.

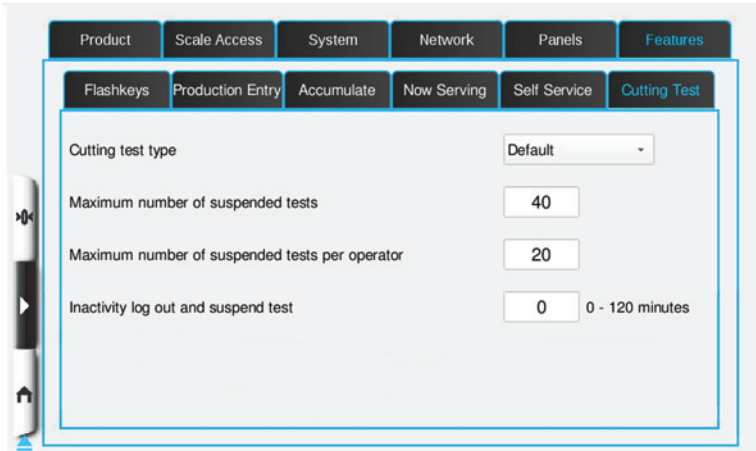


Table of Normal Operations Cutting Test Tab

Prompt	Description	Values
Cutting test type	Determines whether multiple users can have suspended cutting tests.	Default - One active session Option 1 - Multiple active sessions
Maximum number of suspended tests	Determines the maximum number of suspended tests of every active operator.	Range - 1-40
Maximum number of suspended tests per operator	Determines the maximum number of suspended tests for each operator.	Range - 1-20
Inactivity log out and suspend test	Determine the amount of time before a cutting test is automatically suspended.	Range 0-120 A value of 0 will never automatically suspend a cutting test.

22. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

By Count Calculation Method

The By count calculation method determines which of three methods is used to calculate the total price for By count items when less than the By count quantity is sold. The three methods are described in the table below.

NOTE: If you have entered an Exception Price, it will take precedence over the By count calculation method selected.

NOTE: This is configured in Normal Scale Operations on the System tab.

By Count Calculation Methods				
Method 1	If the discount is greater than $.01, the customer starts receiving the discount ($.01 per item) sooner than on the last item purchased to complete the deal. Example = 3/$1.00 Customer is charged $.34 for the first item, $.33 for the second and $.33 for the third.			
Method 2	The customer receives the discount on the last item purchased to "complete the deal." The By count price is divided by the By count quantity and the answer is rounded up to the next cent; the answer is multiplied by the quantity sold. If the By count quantity is sold, the bargain differential is subtracted so as not to exceed the By count price.			
Method 3	In this formula, the division is performed last and the answer is carried to three decimal places; any fraction is then rounded up to the next cent.			
By count example	The following is an example of the By count modes using these values: By count quantity = 12, By count price = $2.09			
	Qty	**Method 1**	**Method 2**	**Method 3**
	1	.18	.18	.18
	2	.36	.36	.35*
	3	.54	.54	.53
	4	.72	.72	.70*
	5	.90	.90	.88
	6	1.07*	1.08	1.05*
	7	1.24*	1.26	1.22*
	8	1.41*	1.44	1.40
	9	1.58*	1.62	1.57*
	10	1.75*	1.80	1.75
	11	1.92*	1.98	1.92*
	12	2.09	2.09*	2.09*
	* Denotes that the discount was applied.			

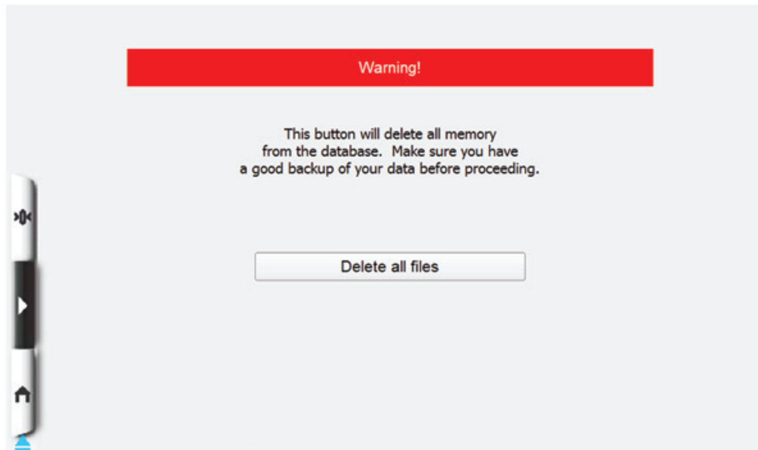
Delete All Files

This option allows you to delete all of the files from the database.

To delete all files:

NOTE: Delete All Files means you will delete all data files including item records, expanded text, nutridata, custom labels and graphics and flashkey data.

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Delete All Files. You should now be on the ***Delete All Files Screen***.



NOTICE This button will delete all data from the database. All data is deleted including item records, expanded text, Nutridata, custom labels and graphics, flashkey data etc. Make sure you have a good backup of your data before proceeding.

2. TOUCH the Delete all files button.
3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

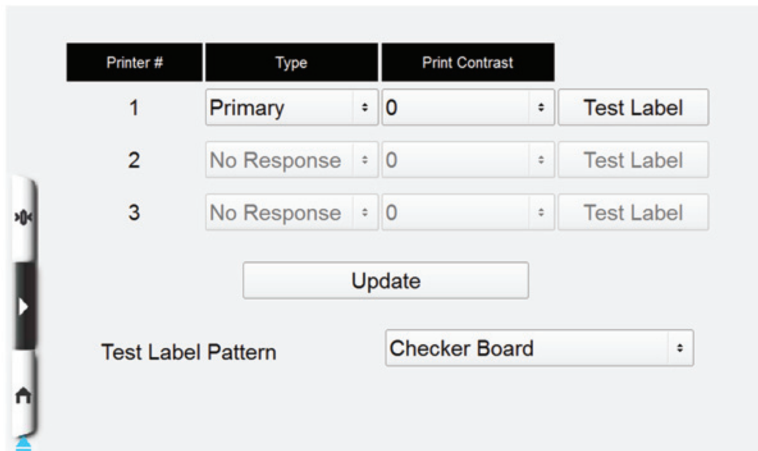
NOTE: To exit this page without deleting files TOUCH the Home button.

Printer Setup

This option allows you to test the print quality.

To view Printer Setup:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Printer Setup. You should now be on the ***Printer Setup Screen***.



2. To change printer type, TOUCH the field for a specific printer.
3. SELECT printer type from the drop-down menu and TOUCH Update.
4. TOUCH Print contrast field and SELECT contrast level. The higher the number, the darker the label.

NOTE: Use the lowest contrast level that produces acceptable print to preserve print head life. A value of 0 is the lightest and 7 is the darkest. Most quality thermal paper will work well on the default setting of 3. A setting above 4 or 5 suggests a problem with paper or printer.

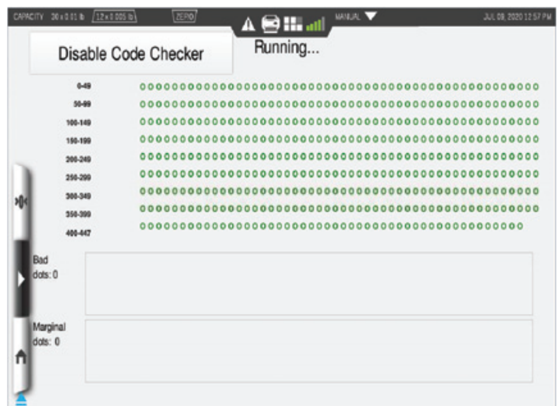
5. TOUCH the Test label pattern field and SELECT a test pattern.
6. TOUCH Test Label to print a label with the selected contrast and pattern selected.
7. Examine printed label and adjust contrast as required.
8. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Checking Printhead Dot Status

On the HTm device, if CodeChecker is enabled for the Supervisor, Printhead Dot Status can be viewed.

1. Navigate to Supervisor pages.
2. Press “Printer Dot Status”.

CodeChecker will “run” and display printhead dot status.



NOTE: This screen offers a visual indication of printhead health. Dots appear green when fully functioning. Dots will appear red if they are blown or “bad”. Printhead should be serviced only when:
1) Blown dots are hindering the print quality and label print quality is unacceptable.
AND
2) Cleaning the printhead does not improve the print quality.

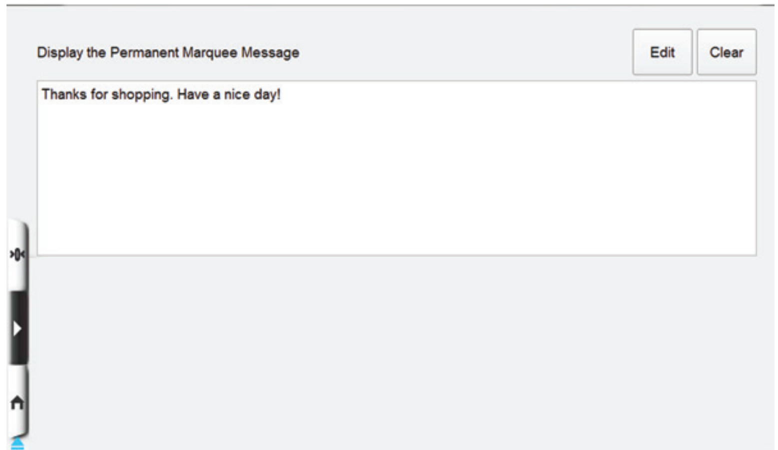
Hobart recommends cleaning the printhead on a regular basis to ensure optimum print quality.

Marquee

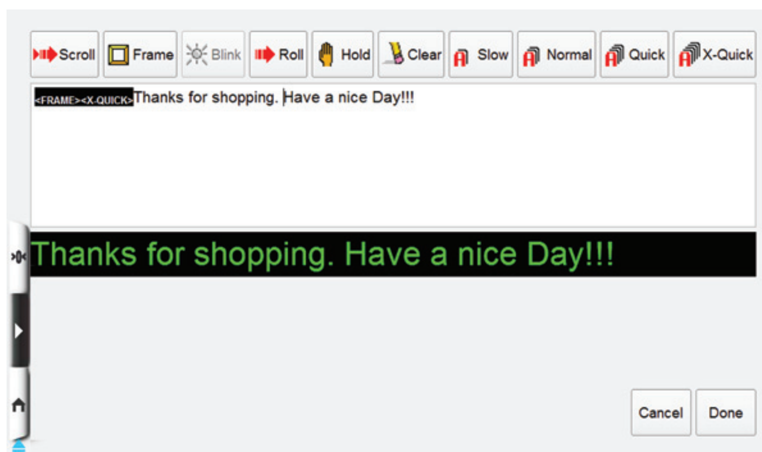
The marquee is the display viewed by the customer. It can be configured to show a greeting, in store specials or other information while idle.

To set the Marquee:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Marquee. You should now be on the ***Marquee Screen***.



2. TOUCH the Display the Permanent Marquee Message field. You should now be on the ***Marquee Edit Screen***.



3. Edit the marquee message by using the following table. The preview screen will show the edits made to the marquee. TOUCH done when finished with marquee edit.

Marquee Functions		
	Scroll	This function will cause the following text to scroll continuously across the display.
	Frame	This function will frame the following text in the center of the marquee window.
	Blink	This function will cause the highlight text to blink.
	Roll	This function will cause the following text to roll right to left.
	Hold	This function will cause the following text to roll off to the left before proceeding with the additional information.
	Clear	This function will clear the previous text before continuing.
	Slow	This function will cause the message to move slower than normal across the marquee.
	Normal	This function will cause the message to move at normal speed across the marquee
	Quick	This function will cause the message to move quickly across the marquee.
	X-Quick	This function will cause the message to move very quickly across the marquee.
	Keyboard	Use this to edit your marquee massage.

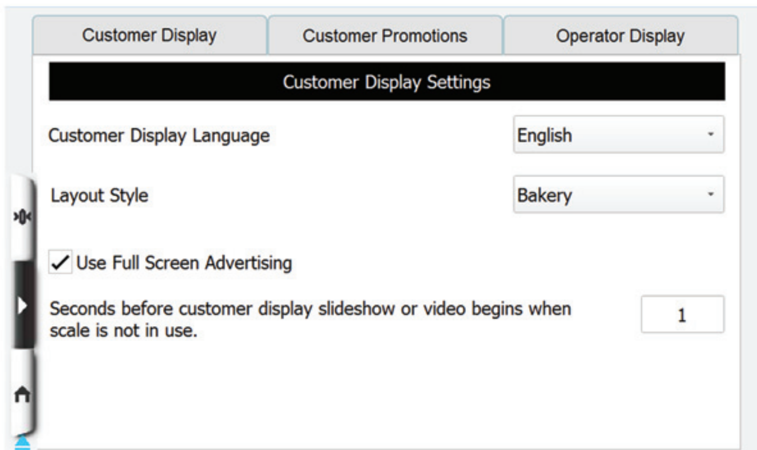
Display Options

The Operator Display is the touch screen used by the Operator. The Customer Display is the display viewed by the customer. It can be configured to show a slide show of image files. Contact your local Hobart Sales Representative for more information and see *Setting Up Customer Display Slideshow and Playlist*.

NOTE: HTs models will not display video files.

To adjust display settings:

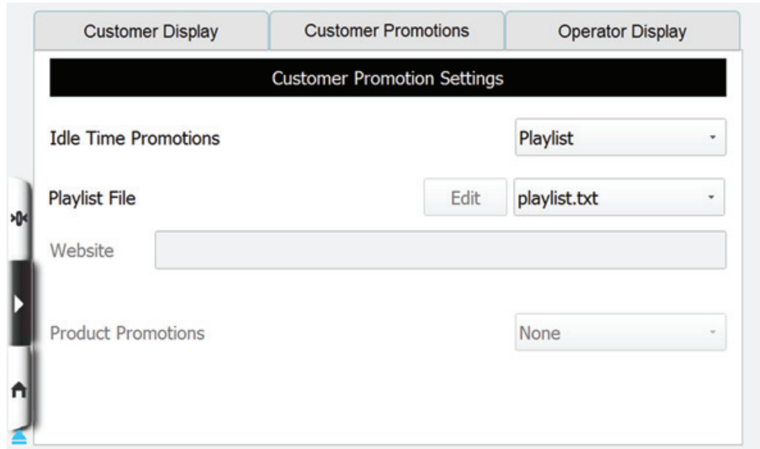
1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Display Options. You should now be on the ***Display Options Customer Display Settings Screen***.



NOTE: HTs models are not equipped with speakers.

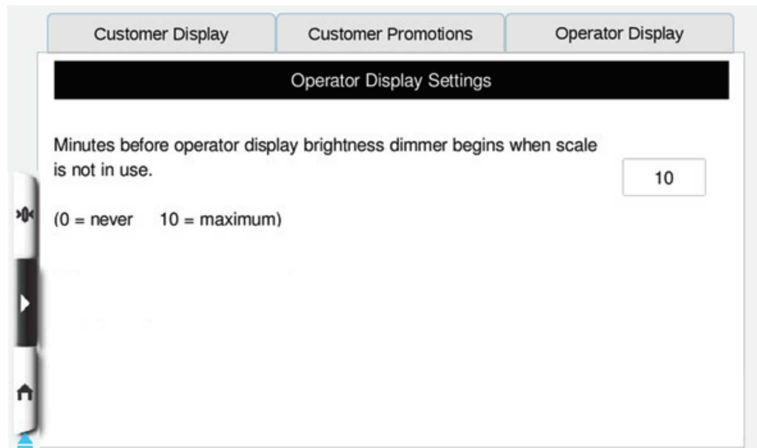
2. TOUCH the Customer Display Language to change language parameters.
3. TOUCH the Layout Style to change the background image that is shown on the customer display.
4. TOUCH the check box to use full screen advertising.
5. TOUCH the Seconds before customer display slideshow or video begins when scale is not in use field to adjust the wait time. Inserting the number zero will mute the volume of the scale speakers.

6. TOUCH the Customer Promotions tab. You should now be on the ***Display Options Customer Promotions Screen***.



7. TOUCH the Idle Time Promotions and SELECT Playlist or Website. For information about loading and editing playlists see *Chapter 8: Backup & Restore*.
8. If you selected Playlist, TOUCH the Playlist File to select the playlist. For information about setting up playlists see *Chapter 5: Merchandising Programs*.
9. If you selected Website, TOUCH the Website field and TYPE the website that will feed the playlist to the scale.
10. TOUCH Product Promotions field to select the product promotion.

11. TOUCH the Operator Display tab. You should now be on the ***Display Options Operator Display Setting Screen***.



12. TOUCH the minutes field to adjust the time.

NOTICE 0 'Never' will shorten display life.

13. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Flashkeys

Flashkeys are designed to provide the operator quick and easy access to various scale functions and frequently used PLU's. Use this option along with categories to make setup of flashkeys more effective.

There are different areas of the touch screen that support flashkeys. They are the:

- Left panel flashkeys on the Left Operator Screen.
- Center panel flashkeys are along the bottom of the Center Operator Screen.
- Tare flashkeys appear on the bottom of the Center Operator Screen when a tare value is required.
- Best seller flashkeys appear on the bottom of the Center Operator Screen when the scale is set to display best sellers or if the best seller flashkey is activated.
- Self-serve category results display on the Self Serve Screen when the scale is in self-serve mode.
- Self-serve Product Grid displays when in self-serve mode.
- Numeric Keypad Buttons appear where the keypad appears on the Center Operator Screen.
- Meal Builder buttons appear on the Bottom Screen when a PLU that is configured with build a meal is entered in operate mode. The group number corresponds to the Build a Meal/Item number. See *Product Default Values Screens*.

NOTE: Graphics can be used with Flashkeys. Custom graphics need to be loaded into the system before creating new Flashkeys. (See *Using the Import Function*.)

Use the Flashkey Chart to determine the feature desired for each flashkey. The following will be discussed:

- *Sample Flashkey Configuration*
- *Flashkey Function Chart*
- *Adjusting the Flashkey Grid*
- *Adding/Deleting Flashkeys*
- *Specials*
- *Categories*

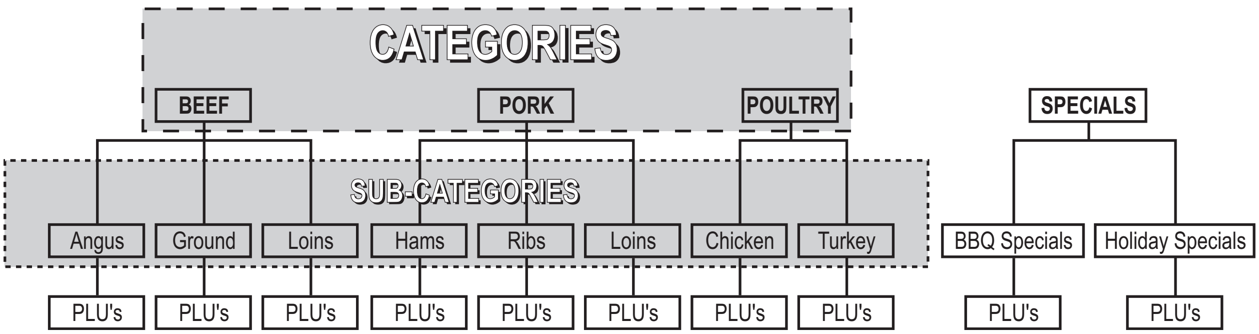
NOTE: When entering numbers or text you may find it more convenient to use a USB mouse and/or keyboard rather than touching the screen. This is especially useful when entering large amounts of data or performing repetitive operations such as setting up labels or flashkeys.

Sample Flashkey Configuration

The scale is designed to allow for multiple flashkey configurations. Flashkeys can be added or deleted as needed.

Before you begin, it is recommended that you plan out your flashkey configuration using categories.

Below is a sample plan. This example is simple and is intended to show a possible flashkey configuration. Contact your local Hobart Sales Representative for more information.



Flashkey Function Chart

Action		Results
None		Nothing.
Select Product	Specific PLU	This function will load the information for the PLU assigned to this flashkey.
Load Softkey Group		Takes the operator to another set of flashkeys.
Load Category		Takes the operator to another set of flashkeys containing subcategories and items that have been assigned to the specified category.
Print Label		A label will print if a product is entered and weighed.
Platter Tare		Allows the operator to adjust the platter tare.
Percent Off Discount		Allows the operator to apply Percent Off Discounts.
Reset Price		Allows the operator to reset the price of a product to its original value.

Flashkey Function Chart (Cont.)

Action		Results
Change Screen **NOTE:** A PLU must be entered for the "show" flash-keys to display a message.	Home Panel	Takes the operator to the Home Screen.
	Search	Takes the operator to Search Screen.
	Operator Login	This will logout the current operator and set the scale for the next operator to login.
	Printer Settings	Takes the operator to the Printer Settings Window.
	Total Types	Takes the operator to the Total Types Window.
	Expiration History	Takes the operator to the Expiration Label Window.
	Label Data	Takes the operator to the Label Data Screen.
	Product & Shelf Life	Takes the operator to the Product and Shelf Life Screen.
	COOL	Takes the operator to the Create COOL Window.
	Void Transaction	Takes the operator to the Void Transaction Window.
	Preset Tares	Enters a preset tare value into the tare field.
	Show Accumulated Items	Changes the scale to the accumulate items function. The scale must be configured in supervisor mode to allow the operator to do this for the flashkey to function. See *Setting Up Normal Scale Operation*.
	Show Expanded Text	Displays the expanded text field on the operator screen.
	Show Expanded Text 2	Displays the expanded text 2 field on the operator screen.
	Show Recipe	Displays the recipe field on the operator screen.
	Show Cooking Instructions	Displays the cooking instructions field on the operator screen.
	Show Suggestive Sell	Displays the suggestive selling field on the operator screen.
	Show Allergens	Displays the Allergens field on the operator screen.
Browse Web		Takes the operator to the default internet web address, if available.
Store Applications		Enter Applications URL, ability to include CGI parameters.
Production Planning		PP URL, ability to include CGI parameters.
Operator Login		This will request a log in from the operator.
Operator logout		This will logout the current operator and set the scale for the next operator to login.
Load Specials		Takes the operator to another set of flashkeys sorted by specials.
Print New Shelf Life Label		Prints a new shelf life label for the active PLU.
Print Existing Shelf Life Label		Prints an existing shelf life label for the active PLU.
Print Multiple Labels		Allows scale to print multiple labels for active PLU.
Toggle Production Entry Mode		Allows the operator to quickly place the scale in production entry mode.
Preset Tare (Enter Value)		Creates a flashkeys that has a preset tare value.

Flashkey Function Chart (Cont.)

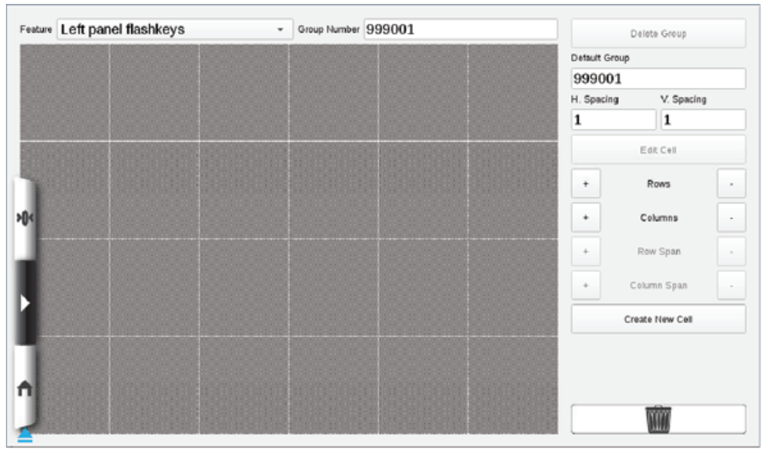
Action	Results
Best Sellers	Displays the Best Seller flashkeys.
Toggle Accumulate Items Mode	Allows the operator to quickly place the scale in accumulate items mode.
Add Item to Accumulate Items	Allows the operator to add an item to an accumulated items list.
Remove Last Item from Accumulated Items	Allows the operator to remove the last item added to an accumulated items list.
Remove All Accumulated Items	Allows the operator to remove all accumulated items.
Print Accumulated Items	Prints the labels for the accumulated items as configured in supervisor mode.
Play Video	Allows the operator to show a video on the operator display.
Serve Next Customer	This works with the Now Serving feature set up in the scale system. Displays the current customer number on the Operator and Customer displays.
Queue Management	Works with the Now Serving feature to either Serve Next Customer or Set Next Customer number.
Portion Zero	
Application Short Cut	Allows the operator to open a predetermined application on the scale system.
Change Label Data	Allows the operator to change the current label type to a different pre-defined label type. This flashkey also inverts its border colors to indicate when the flashkey has executed the label type change. It returns to its normal state when either the flashkey is toggled again or if a new PLU is entered.
Change Language	Enables screen to toggle from primary language to secondary language.
Open Document	Allows operator to open documents supplied by the supervisor.

NOTE: CGI = Common Gateway Interface. CGI scripts can be placed in, and executed from the browser.

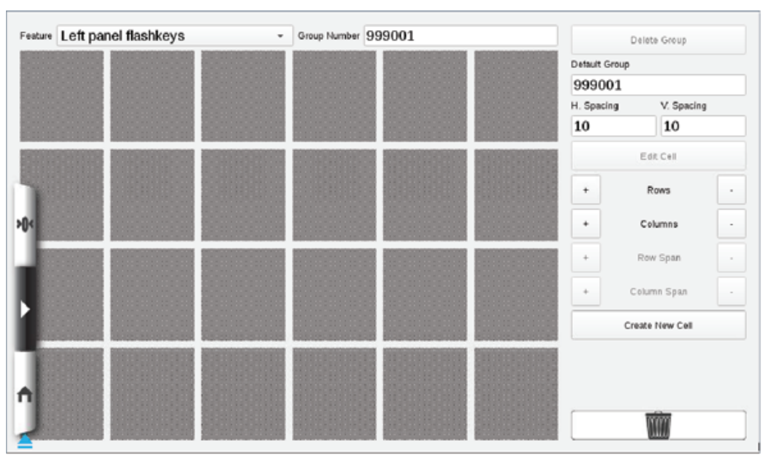
Adjusting the Flashkey Grid

To adjust the flashkey grid:

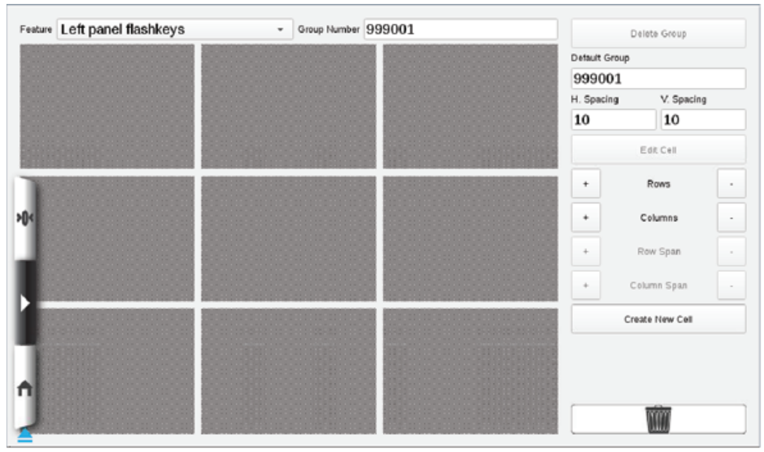
1. From the ***Supervisor Pages Box*** SUPPORT RECORDS subsection, TOUCH Flashkeys. You should now be on the ***Flashkeys Screen***.



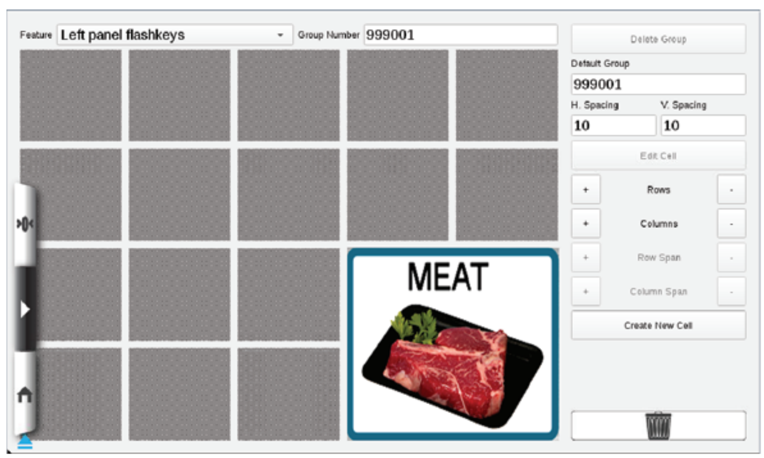
2. TOUCH the Feature field and SELECT the grid to adjust.
3. TOUCH the Group number field and TYPE the number to create or edit.
4. TOUCH the H. Spacing field and TYPE the value for the horizontal spacing between flashkeys. The spacing has been changed to 10 in the example.
5. TOUCH the V. Spacing field and TYPE the value for the vertical spacing between flashkeys. The spacing has been changed to 10 in the example.



6. TOUCH + or – to add or delete the number of flashkey rows or columns. In the example, two rows and columns have been removed. The maximum number of rows and columns is 16 x 16.



7. After a flashkey is set, you can extend it vertically or horizontally. See *Adding/Deleting Flashkeys* to set a flashkey.
8. TOUCH the flashkey to modify.
9. TOUCH + or - next to Row Span to expand a flashkey into the next row.
10. TOUCH + or - next to Column Span to expand a flashkey into the next column.



11. TOUCH the Default group field and TYPE the flashkey group number that you want to appear for this feature at operator startup.
12. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

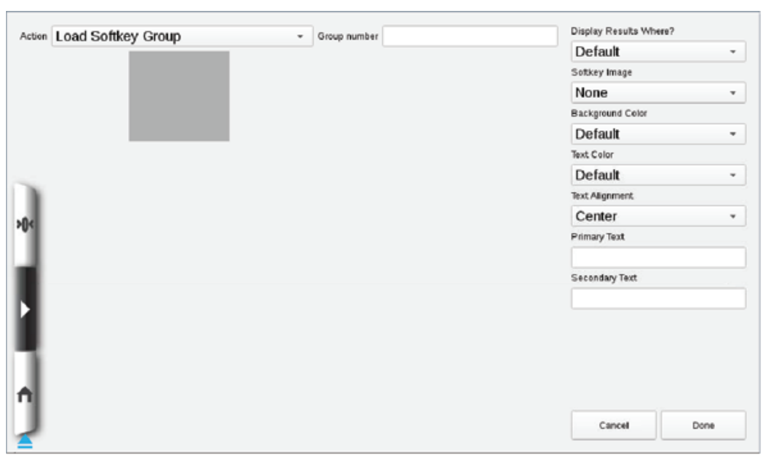
Adding/Deleting Flashkeys

Since the possibilities for flashkey configurations are endless, this section will explain the basic concept of setting up one flashkey.

To add a flashkey:

1. From the ***Supervisor Pages Box*** SUPPORT RECORDS subsection, TOUCH Flashkeys. You should now be on the ***Flashkeys Screen***.

2. TOUCH Create New Cell.
3. SELECT the functions from the list and drag it to the area of the grid to become the flashkey.
4. Use the Flashkey Function Chart to determine the function you would like to assign to this flashkey area. You should now be on the ***Flashkey Edit Screen***.



NOTE: As you modify the flashkey, the results will be displayed in the main area of the touch screen.

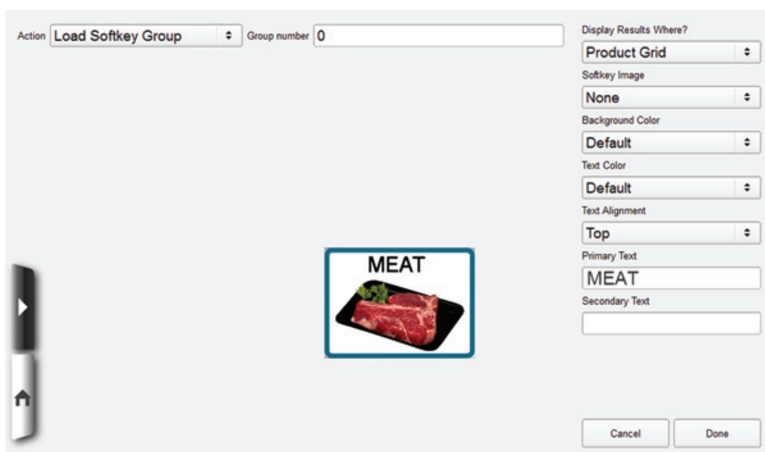
NOTE: Some text colors display better with different background colors.

5. TOUCH the Softkey image field and SELECT the graphic you want displayed with this flashkey function.
6. TOUCH the Background color field and SELECT a color to assign to this flashkey function.
7. TOUCH the Text color field and SELECT a color to assign to the text of this flashkey function.
8. TOUCH Text alignment and SELECT the location of the text on the flashkey.

NOTE: Aligning text to the top will allow for five lines of text. Alignment to the bottom or middle will allow for two lines of text.

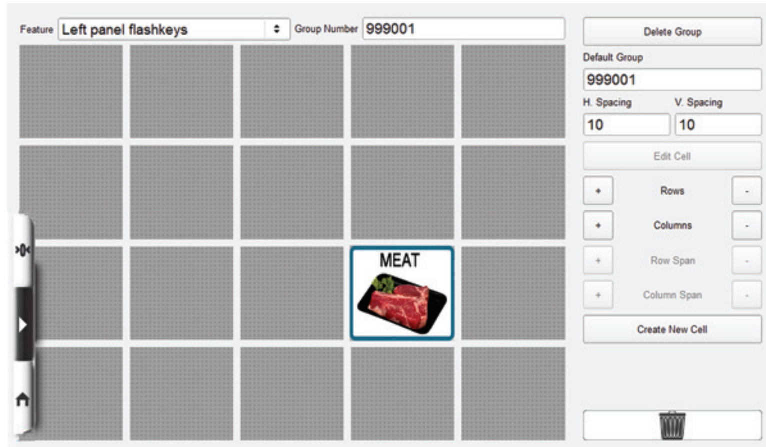
NOTE: Selecting a text alignment on ANY key in the product grid will make ALL keys in that grid display that way.

9. TOUCH Text and TYPE the text you want displayed on the flashkey.



10. TOUCH Done.

11. You should now be back on the ***Flashkeys Screen*** and the new Flashkey should appear in the grid.



12. Verify the flashkey is in the location desired.
13. Adjust the size of the flashkey if necessary. See *Adjusting the Flashkey Grid*.

NOTICE It is recommended that you test the flashkey function in Operate mode. Verify that the flashkey performs the function it was assigned.

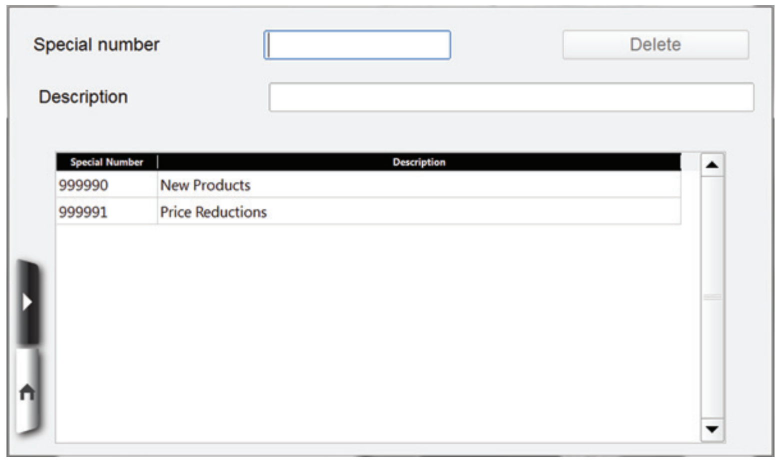
14. To delete a flashkey, TOUCH and drag the flashkey to the Trash icon.
15. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Specials

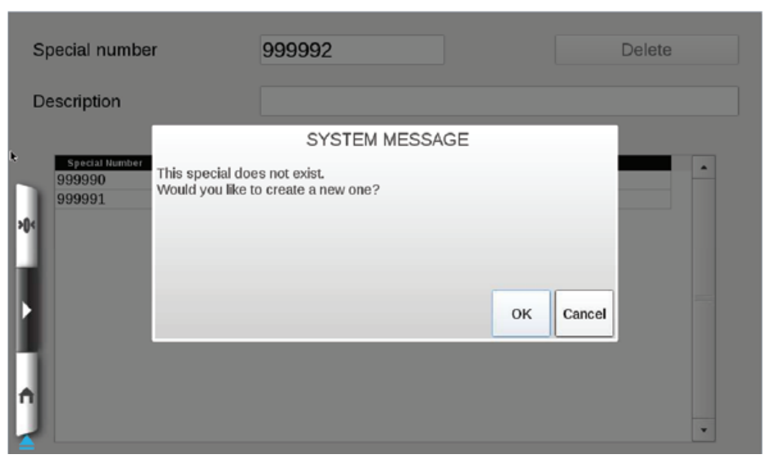
This option allows you to link specific PLU's to a type of special.

To set up the Specials:

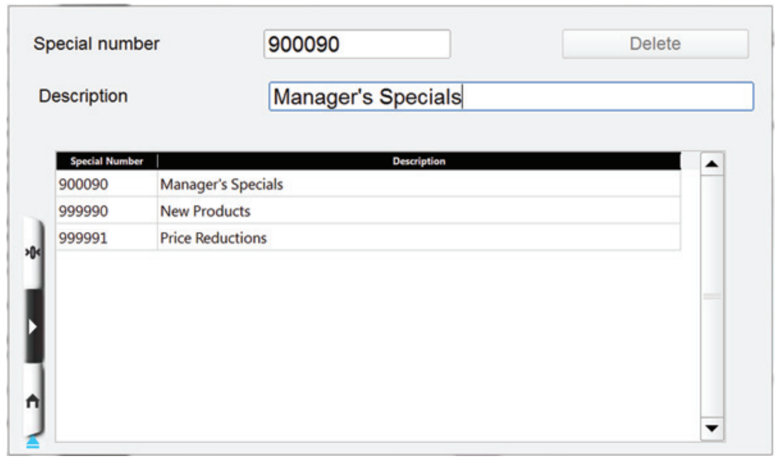
1. From the ***Supervisor Pages Box*** SUPPORT RECORDS subsection, TOUCH Specials. You should now be on the ***Specials Screen***.



2. TOUCH the Special number field and TYPE the special number.
3. If you are creating a new special number, you will see the following screen. TOUCH OK.
–OR– If you are using an existing special number, proceed to the next step.



NOTE: Once you create your new special number, it will automatically display in the table at the lower half of the screen. As you fill in the Description field and the Graphic fields, this information will also display.



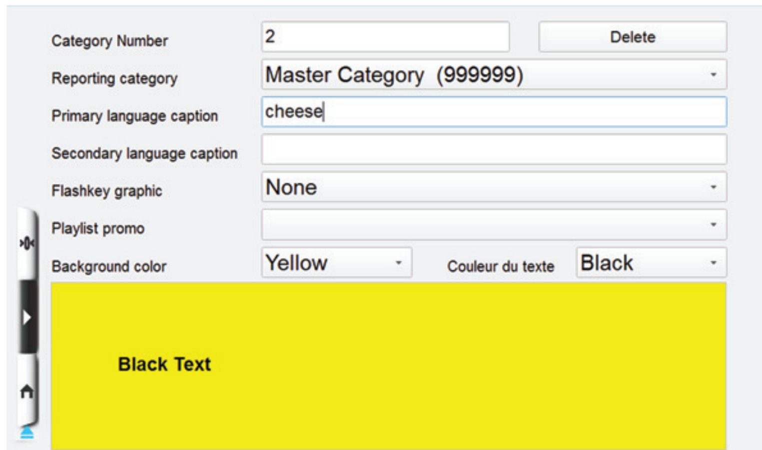
4. TOUCH the Description field and TYPE the description of the special.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Categories

This option is used to maintain category records in the scale. Categories are a way to group products together for the purpose of creating flashkeys to quickly look up products.

To set up the Categories:

1. From the ***Supervisor Pages Box*** SUPPORT RECORDS subsection, TOUCH Categories. You should now be on the ***Categories Screen***.



2. TOUCH the Category number field and TYPE the category number.
3. TOUCH the Reporting category drop-down menu and SELECT the reporting category. Master category (999999) is the default.
4. TOUCH the Caption field and TYPE the Caption for the category.

NOTE: Custom graphics need to be loaded into the system before they can be used with categories. See *Using the Import Function*.

NOTE: The graphic chosen here ONLY applies to a flashkey used to load this category NOT the items in the category (like the background and text colors).

5. TOUCH the Flashkey graphic field and SELECT appropriate graphic.
6. TOUCH the Playlist promo drop-down menu and SELECT the desired playlist or none.

NOTE: The background and text colors will be used on any flashkeys created by this category.

7. TOUCH the Background color field and SELECT the color for the category.
8. TOUCH the Text color field and SELECT the color for the category text.
9. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Label Types

The HT Scale System gives you the flexibility to decide what label types you will use and what will print on each label.

The following topics are explained in this section:

- *Understanding Label Types and Label Terms*
- *Using the Labels Subsection*
- *Using Custom Label Types*
- *Adding a Custom Label Type*
- *Deleting a Custom Label Type*

Additional information can be found in the Label Information section of *Appendix A*.

NOTE: Auto-Cutter cassette accepts 2.5” linerless or die cut label stock.

Understanding Label Types and Label Terms

Hobart can supply you with various custom label types to fit your organization's needs. The preloaded label types are stored in the scale database and are referred to as Standard Label Types. You can also have custom label types designed (see *Using Custom Label Types*).

The following is important information to know about labels and label printing before you get started:

- The thermal printhead requires no ink or ribbon.
- Labels used for your transactions may be preprinted or blank.
- Preprinted labels may be ordered with a customer logo, store name, store address and/or other merchandising information (in black and white or colors).

There are some terms you will need to be familiar with when working with Hobart Standard Label Types. They are explained in the next few paragraphs.

- *Understanding Label Stock*
- *Understanding Label Sizes*
- *Understanding Label Types*
- *Understanding Label Families*

Understanding Label Stock

Label stock refers to the physical label paper. Labels come in a variety of sizes, and each has its own function and purpose. The HT Scale System uses Die Cut or Continuous Stock Labels or linerless.

Die Cut Labels are cut so that each label is spaced for accuracy.

Tip
Hobart-approved labels can be purchased by contacting **ITW Label at 800-597-0971**. ITW Label is the only provider of Hobart-branded labels. These labels are highly recommended because: • Single-source reliability for all scales • Less than 1/10 of 1% defect rate • Accurate labels on every roll • Highly resistant to heat and moisture • Excellent preprint quality

Understanding Label Sizes

Labels are available in the following sizes for the HT Scale System. Some label lengths may require a Custom Label Type. See *Using Custom Label Types* for more information.

Label Lengths	Widths			Label Lengths	Width
	1.5" (38 mm)	2.25" (57 mm)			2.25" (57 mm)
1.5" (38 mm)	✓			6.5" (140 mm)	✓
1.75" (44 mm)	✓	✓		7" (178 mm)	✓
2.375" (60 mm)	✓	✓		7.5" (191 mm)	✓
3.0" (76 mm)	✓	✓		8" (204 mm)	✓
3.5" (89 mm)		✓		8.5" (216 mm)	✓
4.0" (102 mm)		✓		9" (228 mm)	✓
4.5" (114 mm)		✓		9.5" (241 mm)	✓
5.0" (127 mm)		✓		**NOTE:** Labels greater than 9.5" will read as continuous label stock	
6.0" (152 mm)		✓			
NOTE: Auto-Cutter cassette accepts 2.5” linerless or die cut label stock.					

Understanding Label Types

The Label Type is the way the printing is laid out on a specific size label.

Understanding Label Families

The family of label types only increments the last digit. The family starts with 0 and ends with 9. When the family is searched, it starts at zero and increments until the correct label size is found. If the correct size is not found, it will select the closest size that will fit. Example: If label type 103 is assigned to the PLU and 5" labels are loaded, the scale will search 100-109 to find a label that is 5". If it cannot find a label type that is 5", it will use the closest fit which would be label type 104, 4.5".

Label Type	Label Length
101	1.75"
102	2.375"
103	3"
104	4.5"
105	6"
106	8"

For a complete listing and description of all the labels contact your local Hobart Representative.

Using the Labels Subsection

The Labels Subsection enables you to select and/or change your label to suit your needs. The following topics are explained:

- *Selecting Fields to Print on a Label*
- *Setting Up Label Text Names*
- *Viewing Label Types*
- *Using Label Graphics*

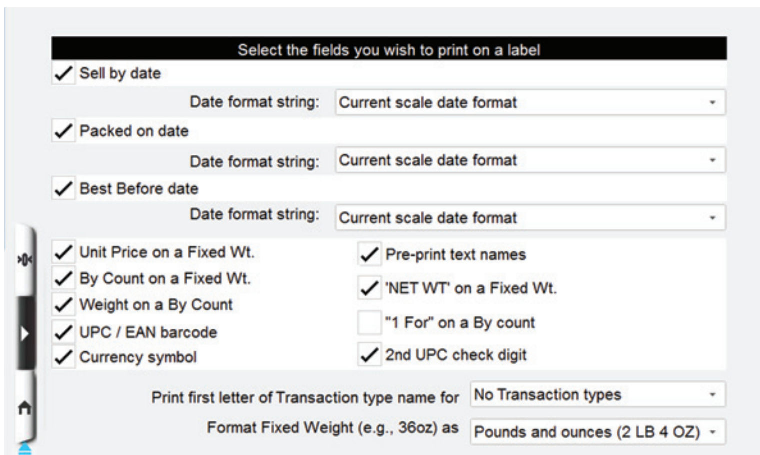
Selecting Fields to Print on a Label

You have the ability to print the following special fields on a label, providing the Label Type supports it:

- Sell By Date/Julian Sell By Date
- Packed-On Date/Julian Packed-On Date
- Best Before Date/Julian Best Before Date
- Unit Price on a Fixed Wt.
- By Count on a Fixed Wt.
- Weight on a By Count
- UPC/EAN Number and Barcode
- Currency Symbol
- Pre-Print Text Names
- NET WT always on Fixed wt.
- “1 For” on a By count
- 2nd UPC Check Digit
- Print first letter of Transaction type name for
- Format Fixed Weight
- Time
- Operator ID
- Store Name

To change/edit the fields to print on a label:

1. From the ***Supervisor Pages Box*** LABELS subsection, TOUCH Fields To Print. You should now be on the ***Fields To Print Screen***.



2. TOUCH the appropriate check box to choose the fields that you want to print on the label. A checked box will print the field if the Label Type permits it.
3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

NOTE: If you check the Weight on a By Count check box, the weight on a By Count PLU will print in the Net Weight field when the By Count value is one. If you check "NET WT" always on a Fixed wt. the words NET WT on the Fixed Wt line will print. If you check "1 for" on a by count a 1 prints in the Net Wt/ct field and For prints in the Unit Price field. See Chapter 7: Using Transactions for information about transaction types.

Setting Up Label Text Names

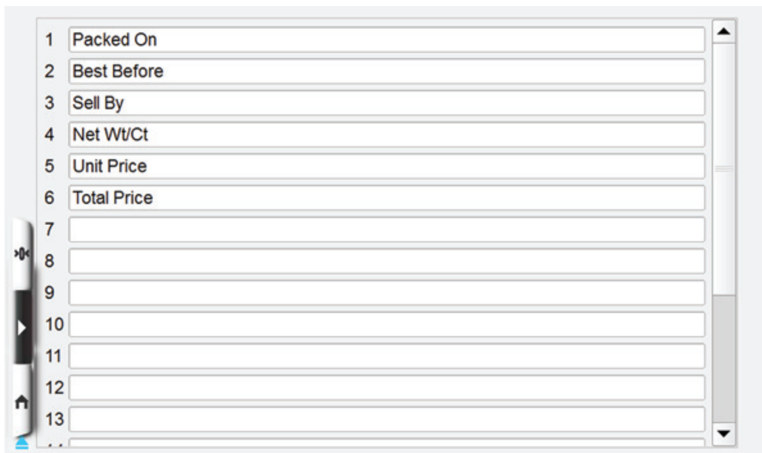
The Label Text Names option allows you to edit the Field Header Names that print on labels - if the Label Type and Setup permit. These include:

- Field 1: Packed On
- Field 2: Best Before
- Field 3: Sell By
- Field 4: Net Wt/Ct
- Field 5: Unit Price
- Field 6: Total Price

For complete list of all available fields that can print on a label, contact your local Hobart Representative.

To set up/edit Label Text Names:

1. From the ***Supervisor Pages Box*** LABELS subsection, TOUCH Text Names. You should now be on the ***Label Text Names Screen***.



2. TOUCH the field you wish to edit and TYPE the text you wish to see on your label in the selected field.

NOTE: The new field name will not display on the Run screen. The operator will see the original field name displayed. For example, if you modify the text for Field 3 (Sell By) to say Freeze By, the Run screen will still display Sell By, but the label will be printed with the words Freeze By.

3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

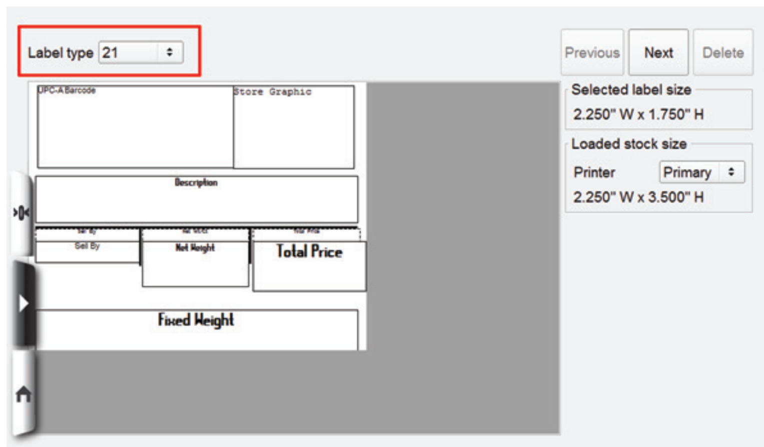
Viewing Label Types

The Label Types option enables you to view available labels contained within your scale system. Remember, the Label Type is the setup (layout) of the label.

NOTE: If you do not find the Label type you want, you can contact your local Hobart Sales Representative or purchase the software to create your own custom label types. See *Using Custom Label Types*.

To view Label Types:

1. From the ***Supervisor Pages Box*** LABELS subsection, TOUCH Label Types. You should now be on the ***Label Types Screen***.



2. TOUCH the Label type field to use the drop down box to select the label type you wish to view.
3. Or, TOUCH Previous or Next to move through the available label types.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

NOTE: The Label Type screen displays the label type number and the label stock size required to print the label shown. The loaded stock size is also displayed.

Using Label Graphics

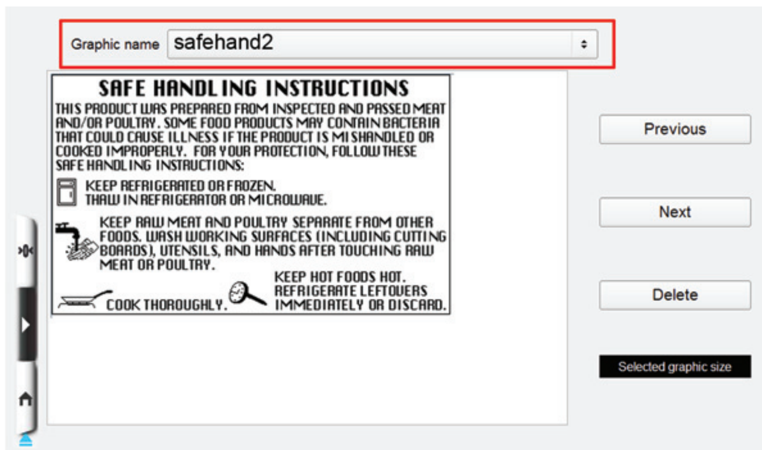
The Label Graphics option allows you to view the available graphics that can be added to labels.

NOTE: Hobart offers a variety of scale graphics. For additional graphics, contact your local Hobart Representative.

NOTE: Graphics need to be added to the system before they can be used, to add graphics, see *Using the Import Function*.

To use Label Graphics:

1. From the ***Supervisor Pages Box*** LABELS subsection, TOUCH Label Graphics. You should now be on the ***Label Graphic Screen***.



2. TOUCH the Graphic name field and Select from the available graphics on the drop down bar.
3. Or, TOUCH Previous or Next to move through the available Graphics.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Using Custom Label Types

Custom Label Types are designed to fit your specific merchandising needs. You select the fields that print and the location of each field on the label.

Hobart offers a wide variety of Custom Label Type options. Use the following example or create your own Custom Label Type according to your merchandising needs.

Review the following subtopics for more information:

- *Adding a Custom Label Type*
- *Deleting a Custom Label Type*

Adding a Custom Label Type

Custom Label Types are added through the Backup/Restore function.

Refer to *Chapter 8: Backup & Restore* for more information.

When following the directions in *Chapter 8: Backup & Restore*, be sure to select only Label data when adding a Custom Label Type.

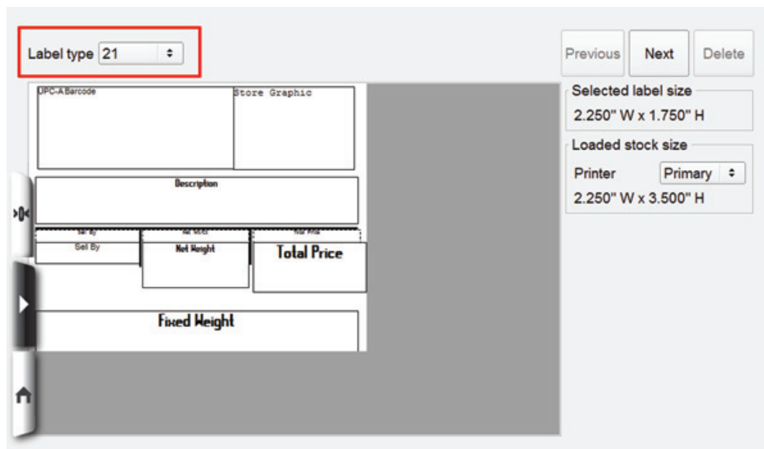
Deleting a Custom Label Type

You can only delete a Label Type from the scale that you added to the database (e.g., Custom Label Type). Standard Label Types cannot be deleted.

NOTE: Using this delete feature **permanently** removes your Custom Label Type from the scale.

To delete a Custom Label Type:

1. From the ***Supervisor Pages Box*** LABELS subsection, TOUCH Label Types. You should now be on the ***Label Types Screen***.

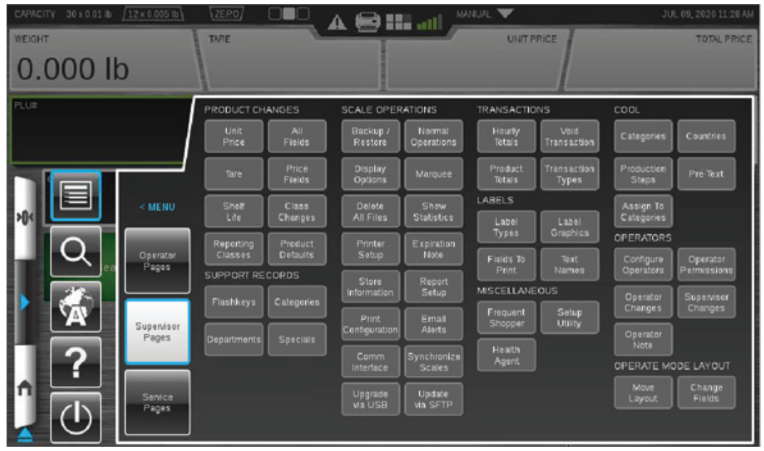


2. TOUCH the Label type field and from the drop down box select the desired label type to be deleted.
3. Verify this is the correct label and TOUCH the Delete button to remove the custom label type from the database. If the Delete field is not active (grayed), then the Label type is constant in the system and cannot be deleted.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

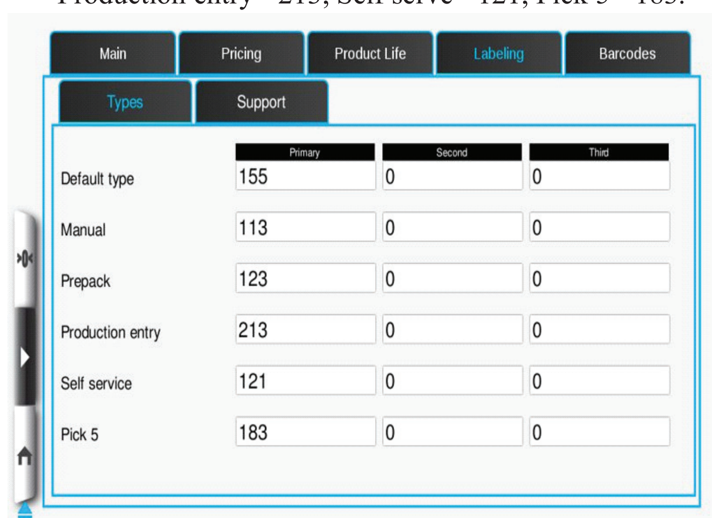
Automate Label Type by Mode

Feature that designates a label type to the mode of which you are printing a label.

1. Navigate to Supervisor pages, TOUCH Product Defaults.



2. Under the Labeling tab, you can designate certain label default types in accordance with the mode you select to weigh in.
3. If you don't use any weigh type, the scale will use the default settings: Default type - 155, Manual - 113, Prepack - 123, Production entry - 213, Self serve - 121, Pick 5 - 183.



Note: These changes will only be applied to new PLUs entered into the system. Existing PLUs can be modified using Product Changes All Fields.

Setting Up Operator ID's

The Operator ID option enables you to assign a numeric code that identifies a specific operator. It allows you to change information about that operator. You may also delete an operator from the system. The following topics are covered in this section:

- *Understanding Access Levels*
- *Assigning Operator ID's*
- *Deleting Operator ID's*
- *Setting Operator Permissions*
- *Creating Operator Notes*
- *Viewing Operator Changes*
- *Shelf Life Expiration Note*

Understanding Access Levels

Within the HT Scale System, a certain level of authority can be assigned as a required minimum in order to use a particular function. This is the Access Level. When setting up operators and their ID's, you will need to determine what Access Level they will be given.

Assigning an Access Level to an Operator ID gives you the ability to govern the amount of access your operators are allowed to have to the Supervisor functions. For example, you may want to allow your operators to make certain changes to PLU information that can only be made in Supervisor mode. You can also prevent an operator from accessing Supervisor mode completely.

The following chart is grouped by Access Level and identifies the functions associated with each.

NOTE: Remember, whatever Access Level you select for an operator, then that operator can access all lower level functions. For example, if you assign an operator to Access Level 7, then they have access to levels 6, 5, 4 and so on.

NOTE: You must assign at least one person with Access Level 9, if Supervisor mode security is desired.

Access Level 1 (minimum) Function
No Access to Supervisor Functions

Access Level 2 Function
View/Modify Operator Note
View Scale Statistics
Change Printer Settings

Access Level 3 Function
Backup/Restore from USB Drive
Rezero Weigher

Access Level 4 Function
Change Unit Price

Access Level 5 Function
Change All Fields
Change a Reporting Class
View/Edit/Clear Class Totals
Create/Edit a Class
Delete Product/Class
Edit Label Types
Edit Store Information
Edit Shelf Life/Product Life
Edit All Price Fields
Edit Label Graphics
Edit COOL Information
Edit Flashkeys, Specials, & Categories
Print Configuration Report
Edit Tare
Edit/Clear/View Product Totals
Edit/Clear/View Hourly Totals

Access Level 7 Function
Configure Totals Types
Set What the Operator Can Modify
Void Totals
Set E-mail

Access Level 9 (maximum) Function
Change Label Text Names
Set Fields to Print on a Label
Set Up Operator ID’s
Set Up Normal Scale Operation
Upgrade Firmware
Delete All Files
View Operator Changes
Access Desktop (optional for some systems)

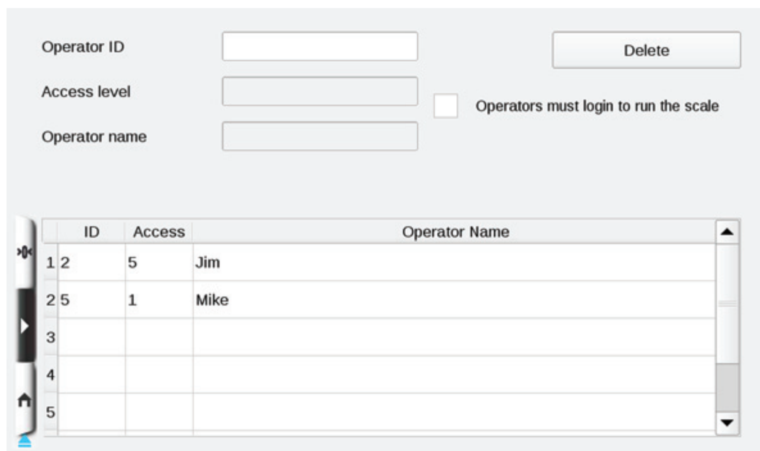
Assigning Operator ID's

When you assign an Operator ID, you are providing a unique identification number to the HT Scale System for each of your operators. Tied to this number is an Access Level code that specifies the Supervisor functions which that particular operator is authorized to perform in the scale. This is especially useful for tracking purposes, such as monitoring your operators, if necessary. Review *Understanding Access Levels* before assigning operator ID's.

NOTE: Operator must login function allows a user to complete function on the scale without logging in until the PRINT button is pressed.

To assign Operator ID's:

1. From the ***Supervisor Pages Box*** OPERATORS subsection, TOUCH Configure Operators. You should now be on the ***Configure Operators Screen.***



2. TOUCH the Operator ID field and TYPE the new Operator ID. If a new Operator ID is created, a dialog box will appear. SELECT OK or Cancel.
3. TOUCH the Access level field and TYPE the Access level you wish to assign to the operator.
4. TOUCH the Operator name field and TYPE the name you want assigned to this Operator ID.
5. TOUCH check box to enable Operators must login to run the scale if this function is needed.
6. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

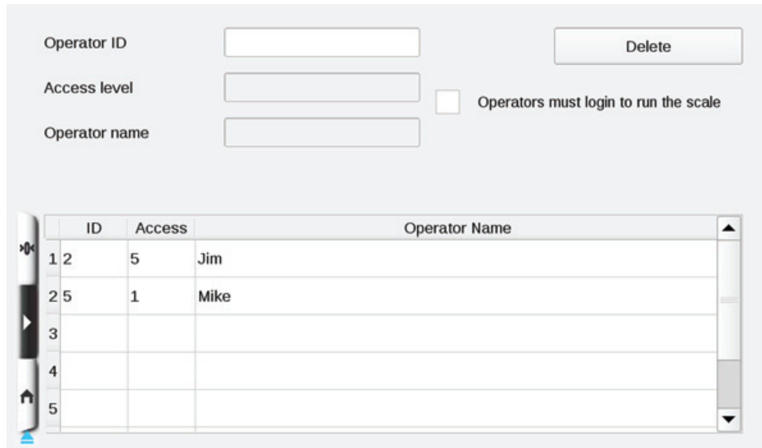
NOTE: For Assigning Operator ID's using a Hands Free Login Device, see Setting Up Hands Free Login.

Deleting Operator ID's

When you delete an Operator's ID, you will permanently remove the ID from the scales database.

To delete an Operator ID:

1. From the ***Supervisor Pages Box*** OPERATORS subsection, TOUCH Configure Operators. You should now be on the ***Configure Operators Screen***.



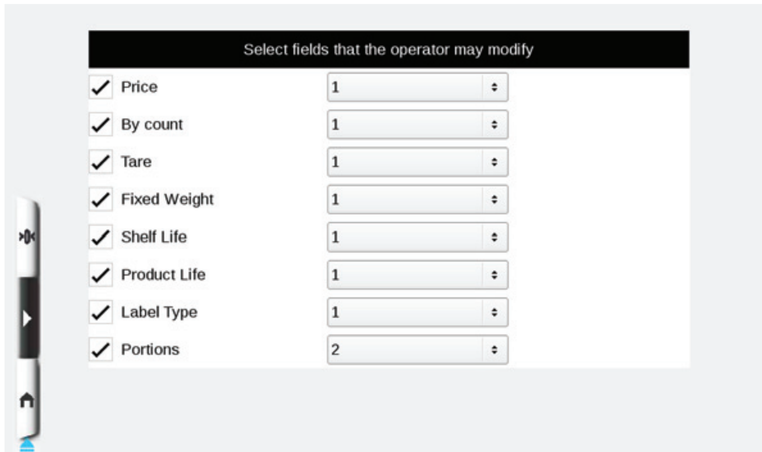
2. TOUCH the Operator ID field and TYPE the Operator ID you wish to delete
   –OR– TOUCH the Operator name in the list.
3. TOUCH the Delete button.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Operator Permissions

Use this feature to allow operators to change and modify various functions of the HT Scale System in Operator Mode.

To set what Operators can modify:

1. From the ***Supervisor Pages Box*** OPERATOR subsection, TOUCH Operator Permissions. You should now be on the ***Operator Permissions Screen***.



2. TOUCH the check box of the field you want to make active for operators to modify.
3. TOUCH and SELECT the Access level required to modify this function. See *Understanding Access Levels* for more information.

NOTE: Permission levels higher than 1 will require Operators to login when editing in Operator Mode.

4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

NOTE: Forced Fields will over ride Operator Permissions.

Creating Operator Notes

An Operator Note provides a way to convey additional information to the operators that they need to know when operating the system.

NOTE: The Operator Note will appear on the Operator Screen when the Operator logs on if the Operator Note has not been viewed previously by the operator.

To create an Operator Note:

1. From the ***Supervisor Pages Box*** OPERATORS subsection, TOUCH Operator Note. You should now be on the ***Text Editor Screen.*** Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.
2. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Viewing Operator Changes

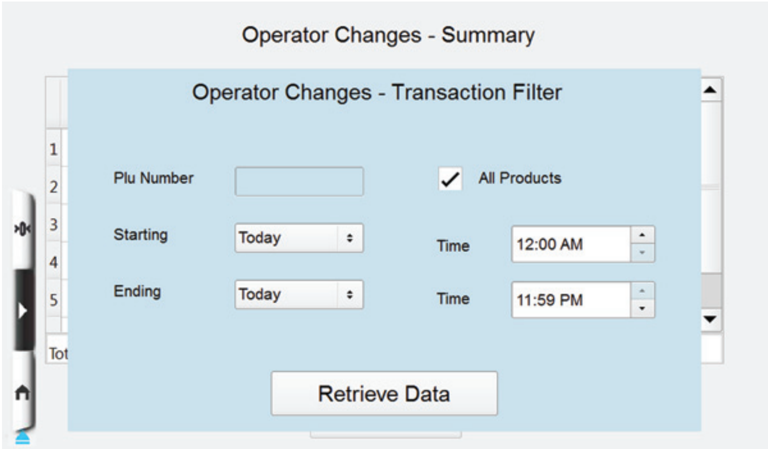
This function will allow you to view changes made by an operator, if permitted, based on access level assigned.

NOTE: This feature only functions when Collect Transactions and Track Operator Changes are turned on.

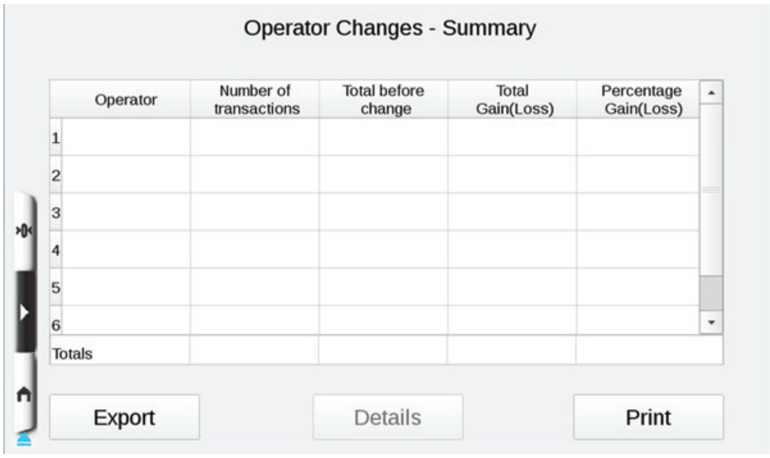
NOTE: The scale tracks changes without operator IDs.

To view operator changes:

1. From the ***Supervisor Pages Box*** OPERATORS subsection, TOUCH Operator changes.



2. TOUCH the PLU number field and TYPE the product number–OR– the All Products check box.
3. Verify the number and TOUCH Retrieve Data. You should now be on the ***Operator Changes Summary Screen***.



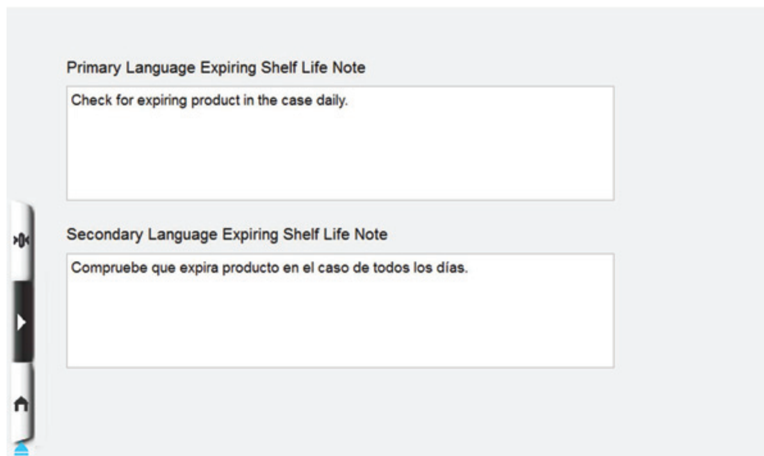
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Shelf Life Expiration Note

The Shelf Life Expiration Note is a note that is modified in Supervisor Mode and is displayed to the Operator on the Shelf Life Expiration Page in Operate Mode. Changing the note will change what text is conveyed to an Operator when an item expires. This text can be seen on the Operate Mode View Expiring Items Page. There are many different tasks that may be undertaken when an item expires and this note will indicate those tasks. For example, Operators may be given instructions telling them to make sample platters and sign-age to promote the soon to be expiring products.

To create the Shelf Life Expiration note:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Expiration Note. You should now be on the ***Shelf Life Expiration Screen***.



2. TOUCH the language field and TYPE the message.
3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Updating Firmware

Updates to the Hobart scale application and operating system may be necessary from time to time. Contact your Hobart Sales representative for more information about updates to your HT System.

NOTE: It is recommended that before you update the HT scale manually that you make a complete back up of your scales database. See *Chapter 8: Backup & Restore* for more information.

This section addresses how to set up the scale to do an automatic or manual upgrade to the scale application and operating system.

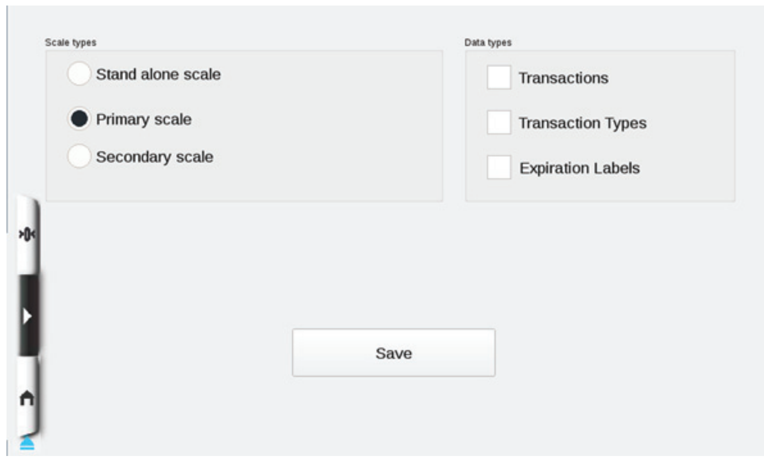
- *VIA SFTP*
- *VIA USB*

VIA SFTP

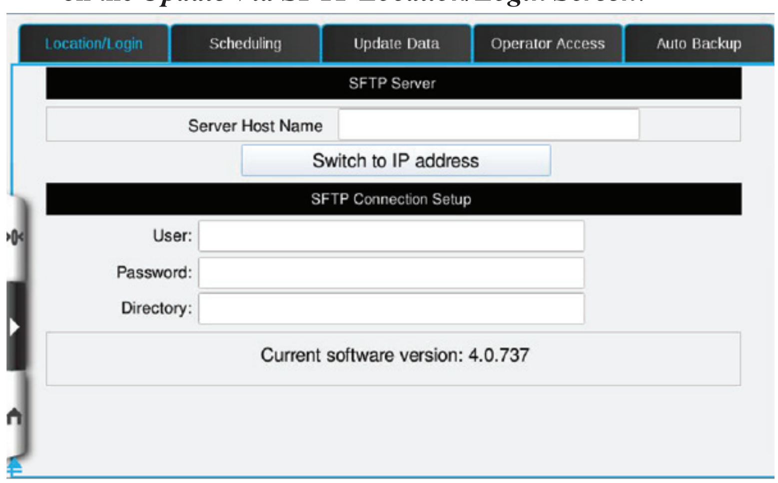
Upgrading the scale via SFTP will download required files from a specified server. This option allows your scale system to update the scale application and operating system automatically overnight. Contact your local network administrator if necessary.

To upgrade scale via SFTP:

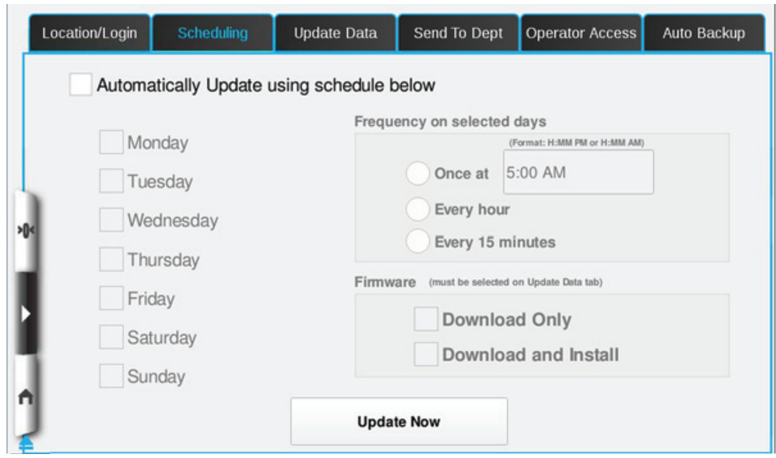
1. From the ***Supervisor Pages Box*** ALL FUNCTIONS subsection, TOUCH Synchronize Scales. You should now be on the ***Synchronize Scale Screen***.



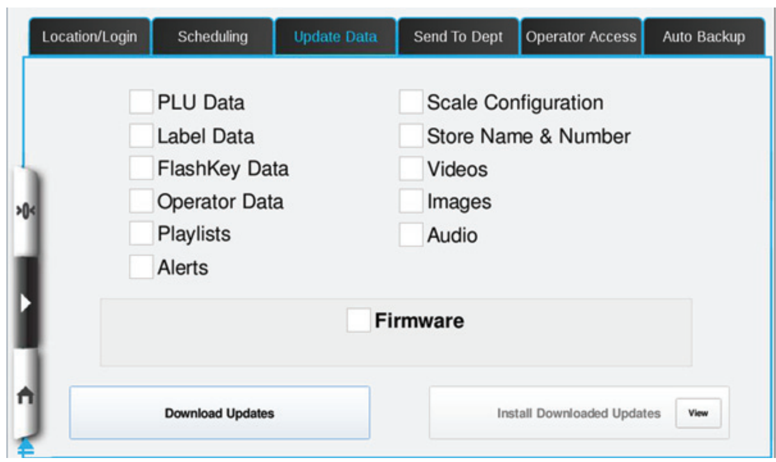
2. From the ***Supervisor Pages Box*** ALL FUNCTIONS subsection, TOUCH Update Via SFTP. You should now be on the ***Update Via SFTP Location/Login Screen***.



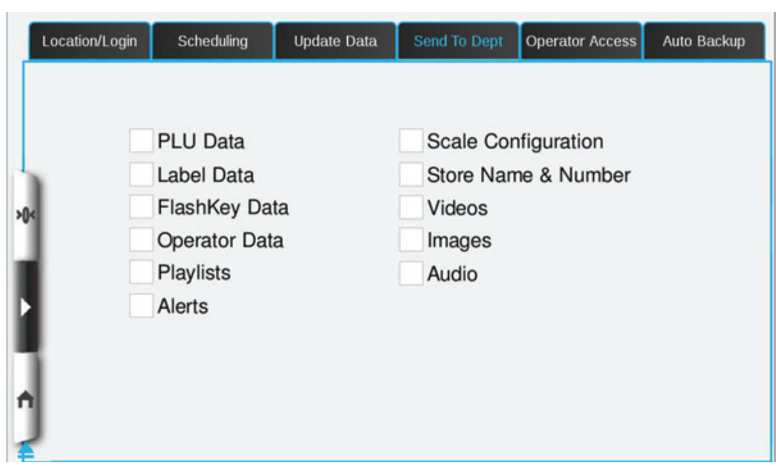
3. TOUCH Scheduling. You should now be on the ***Update Via SFTP Scheduling Screen.***



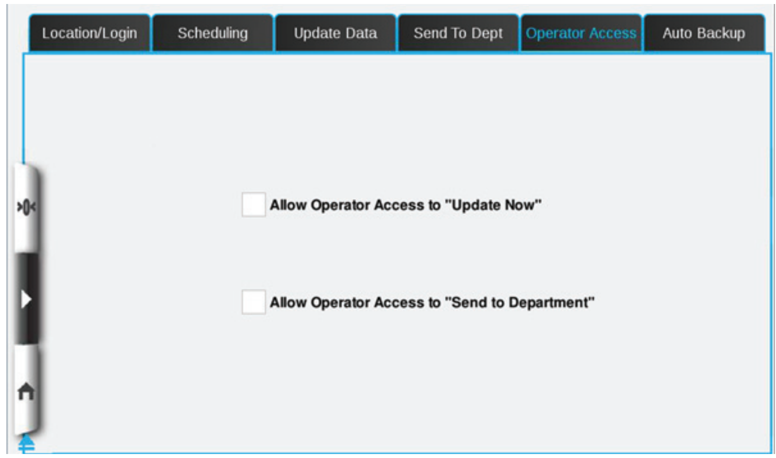
4. TOUCH Update Data. You should now be on the ***Update Via SFTP Update Data Screen.*** Everything Checked will be backed up and checksums will be created.



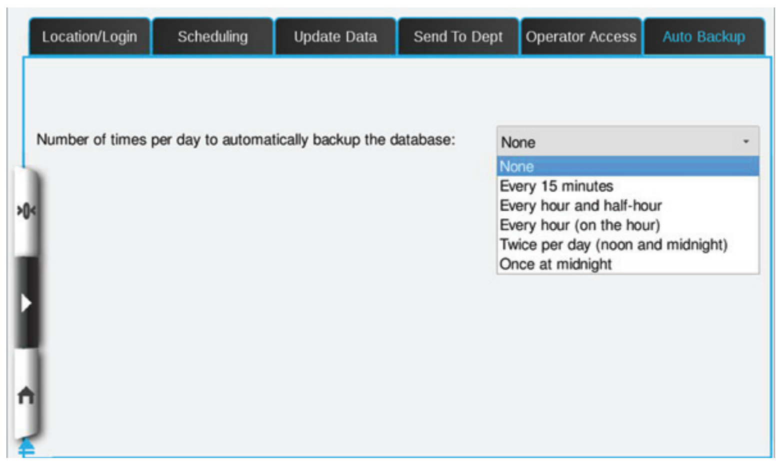
5. TOUCH Send to Dept. You should now be on the ***Update Via SFTP Send to Department Screen.*** Everything Checked will be sent to secondary scales.



6. TOUCH Operator Access. You should now be on the ***Update Via SFTP Operator Access Screen.*** Select the desired permissions for the operator.



7. TOUCH Auto Backup. You should now be on the ***Update Via SFTP Auto Backup Screen.*** Change the frequency in which checksums are created.

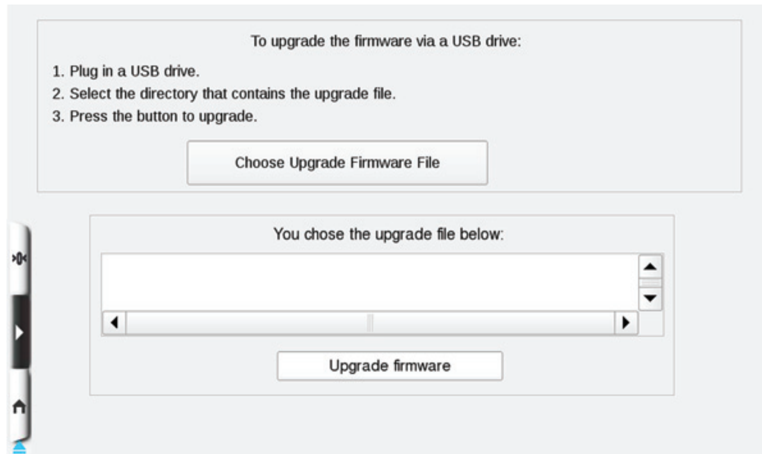


VIA USB

Updating firmware via USB is upgrading your scale application and operating system using files from a USB drive.

To upgrade scale via USB bulk storage:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Upgrade Via USB. You should now be on the ***Update Via USB Screen***.



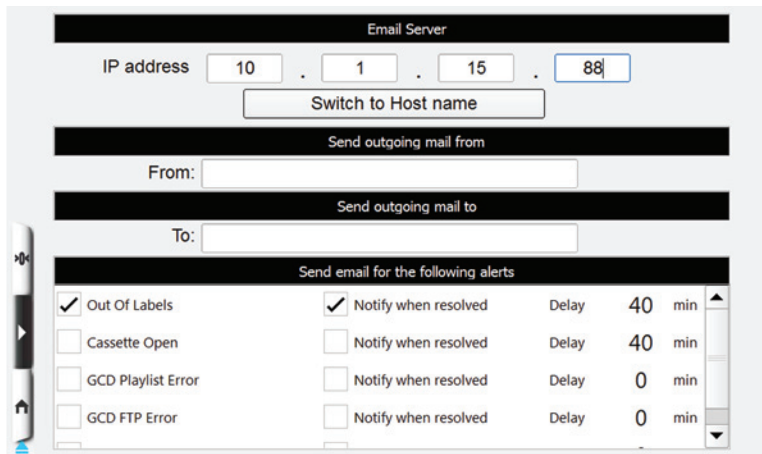
2. To upgrade scale via USB drive, follow the instructions provided on the screen.
3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Email Alerts

If your scale experiences technical problems, it could send an Email to a designated individual regarding that problem. In order to set up your scale to send the messages to the proper SMTP Servers IP Address, do the following:

NOTE: Contact your Network Administrator to make sure this function is available with your network.

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Email Alerts. You should now be on the ***Email Alerts Screen***.



2. TOUCH the IP Address field or Switch to Host name Key and TYPE the SMTP Servers IP Address in the Email Server IP Address field.
3. TOUCH the From: field and TYPE the email address from who/which device is generating the alert.
4. TOUCH the To field and TYPE the email address to be notified of alerts.
5. TOUCH the check boxes for the alerts you want active.
6. TOUCH delay number and TYPE desired time.
7. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

NOTE: Email must have valid addresses for both the To: and From: for notifications to be sent.

Synchronize Scales

Each scale is either a stand alone scale, a primary scale, or a secondary scale. Each scale must be properly set up to be one of these scale types.

To Synchronize the scales is the act of collecting transaction data from Secondary scale to a Primary scale.

NOTE: PLU records, Flashkeys, Graphics, Operator data, and Label Types will not be synchronized

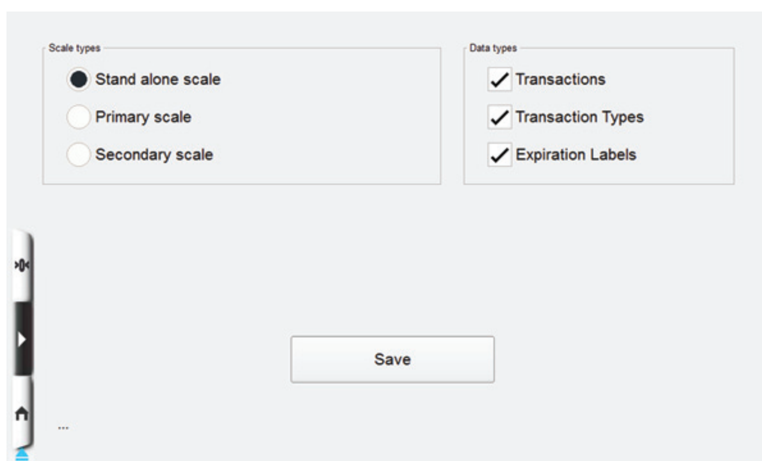
Scale Type	Description
Stand alone	The scale does not synchronize with other scales.
Primary scale	The primary collector for all supported transactions and expiration history.
Secondary scale	Sends transactions and expiration history to primary scale.

Primary Scale server - only one of the following fields have to be filled.

- Use Host name - The actual host name of the primary scale on or the network.
- Use IP Address - The IP address of the primary scale on the network.

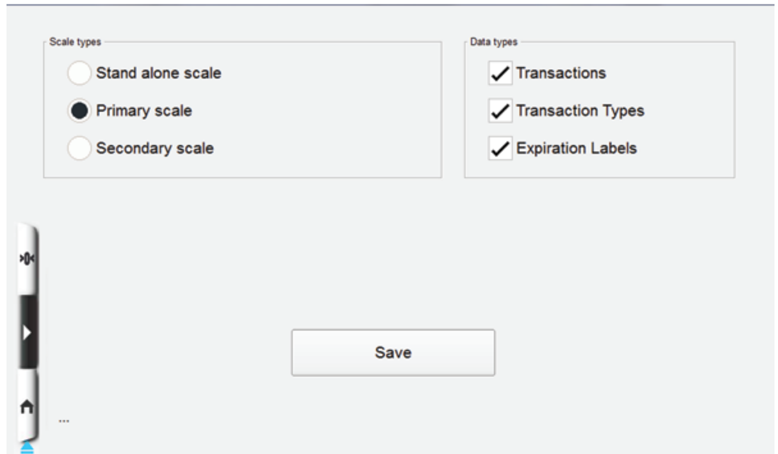
To set up Scale Synchronization:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Synchronize Scales. You should now be on the ***Synchronize Scales Screen***.

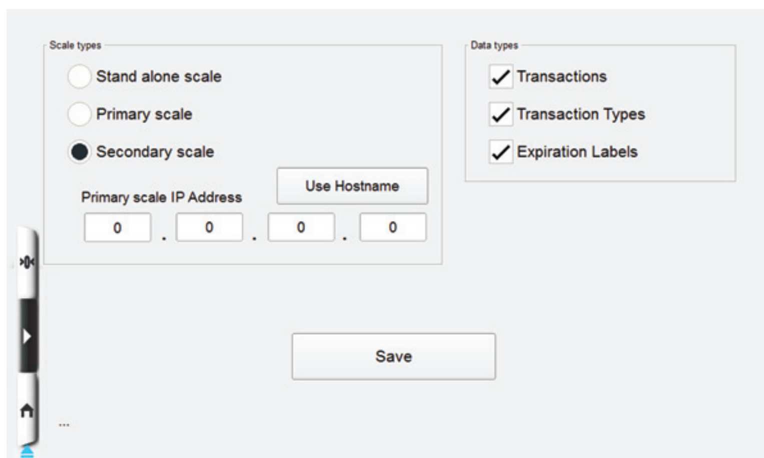


2. TOUCH the check box for the Scale Type.
3. TOUCH the check box for the Data Types and TOUCH Save.

NOTE: If the Primary scale check box is selected, the following screen will display.



NOTE: If the Secondary scale check box is selected, the following screen will display.



4. If the Secondary scale check box is used, TOUCH the Host Name field and TYPE the host name – OR –
   TOUCH the IP Address fields and TYPE the IP address of the Primary scale.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Product Default Values

The entire set of Product Default Values information in the database is covered on four Product Default Value Screen pages.

Setting the product defaults for each product type can eliminate repetitive data entry.

NOTE: The fields that can be changed when you are working with Products vary depending on the Product type (e.g., Random weight or By Count).

Product Default Values are used to fill in missing information when a file is sent to the scale from your scale management software or when data is uploaded from a USB drive. If for example a PLU was sent to the scale without a Label type number in the record, the default Label Type would be assigned.

The Product Default values Screens are also used to configure the EAN format information. This information will be used when a PLU is configured with a Label Type containing an EAN barcode field.

NOTE: Product Default values do not override existing information in the PLU data.

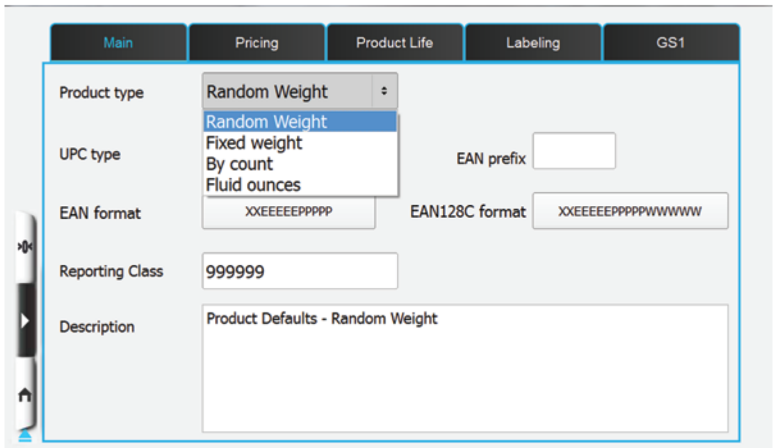
Product Default Values Screens

From ***Supervisor Page Box*** PRODUCT CHANGES subsection, TOUCH Product Defaults. You should now be on the ***Product Default Values Main Tab Screen***.

NOTE: Each product type (Random Weight, Fixed Weight, By Count, or Fluid Ounces) has an individual set of Product Default values. The product type fields indicate which defaults are showing in each of the tabs.

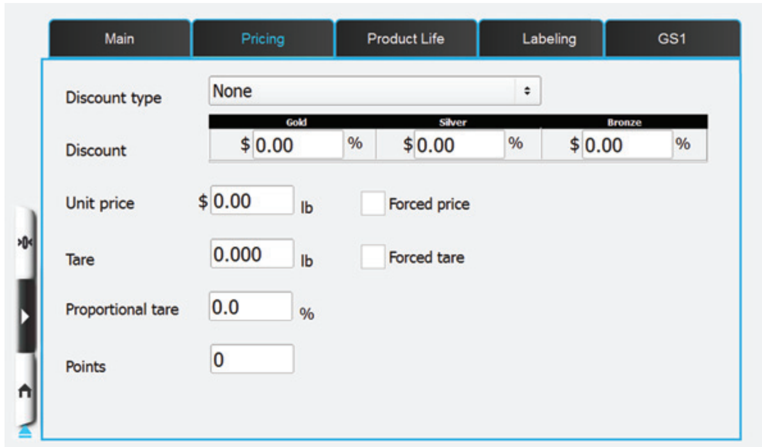
NOTE: Make sure to set the default values for all product types.

To set the defaults in the tabs, first select the appropriate product type.



In This Field On Main Tab	Enter This Information
Product type	Random Wt. = An item that is weighed before it can be priced. Fixed Wt. = An item priced by a predetermined weight. By count = An item which is priced by the number of items per purchase, rather than by weight (e.g., 3 for $1.00). Fluid ounces = An item sold by a predetermined volume.
Description	The name or description of the Product.
UPC type	The type of Universal Product Code used for this PLU. The type can be 01, 02, 04, 06, 07, 08 or 09. All are available for Fixed weight and 02 or 04 are available for Random weight or By Count.
EAN format & EAN128C format	The series of characters that represent the data that will actually be in the barcode, if the label type allows. See *Chapter 6: Configuring a Barcode*.
EAN prefix	The default for 2-digit prefix for random weight, fixed weight, by count or fluid ounce type product. See *Chapter 6: Configuring a Barcode*.
Reporting class	The Class to which another Class or Product reports its Totals information.

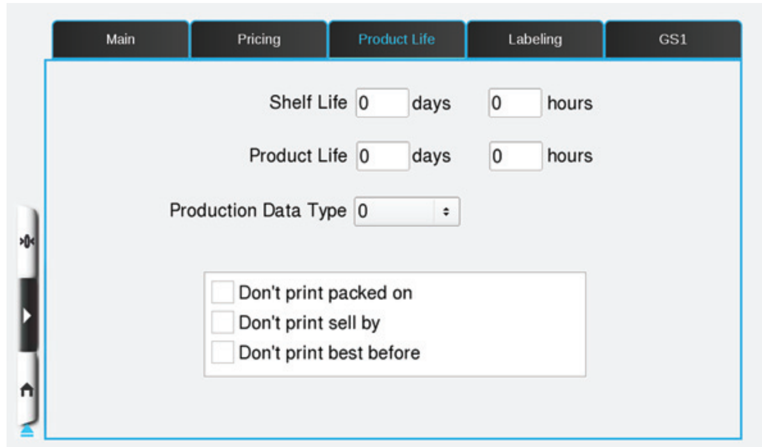
TOUCH the Pricing Tab. You should now be on the ***Product Default Values Pricing Tab Screen***.



NOTE: This image has the default set to Random weight. Fields will change in different defaults.

In This Field On Pricing Tab	Enter This Information
Points	An accumulation of points is obtained by being a part of the Frequent Shoppers Program. The more money spent by a shopper, the more points are accumulated. This is the number of points for a product not the accumulation or sum.
Tare	The Tare value, which is the weight of the packaging for which the customer does not pay (e.g., plastic wrap or a styrofoam tray). NOTE: Fixed weight PLU's do not have a tare value.
Proportional Tare	Use the Proportional tare field for items such as frozen shrimp where the tare value (ice) is porportional to the weight of shrimp.
Unit price	This is the price per unit (Unit price) of a product. It can be 0.00 to 999.99. However, if the total price is greater than $99.99, the Barcode does not print on the label unless you are using an EAN barcode.
Discount type	Label will show discounted price, but the UPC displays regular price. • Cents off – The discount or amount off of the Unit price. • Discount price – The discounted unit price. • Percent off – The percentage discount off of the Total price. • Adverised price – The normal unit price. • Percent added – The percentage added to the Total price. • Package discount – The amount discounted from the package total price.
Gold, Silver and Bronze Levels	This value is determined based on the Frequent Shoppers Program. It is based on the amount of money the customer spends in the store. Gold level shoppers will receive the highest discount. Gold level is the default.
By count	The quantity of items that make up the package.
Exception price (By count)	The exception price of By count items, when the quantity purchased is less than the normal quantity. For example, if the price is 3 for $1.00, the exception price for 1 could be $0.39.
Fluid weight (Fluid ounces)	The Fluid amount that is fixed for each product.
Forced Price or Forced Tare, By Count	Check box to enable function; uncheck to disable.

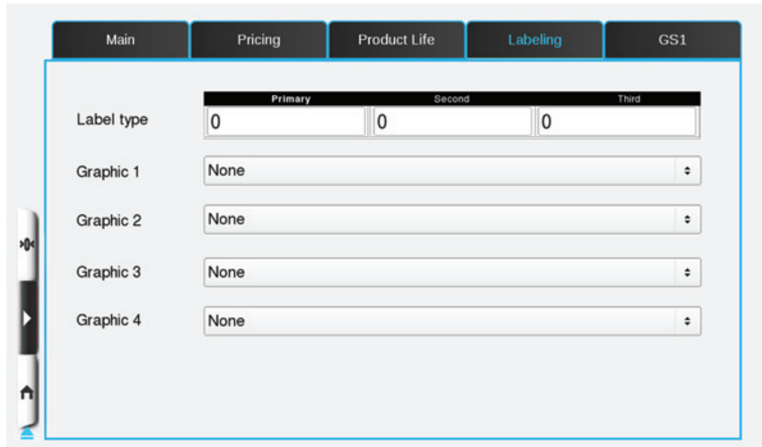
TOUCH the Product Life Tab. You should now be on the ***Product Default Values Product Life Tab Screen***.



These fields must be present in the Label type assigned in order for them to print on the label.

In This Field On Product Life Tab	Enter This Information
Shelf life	The number of days or hours that a perishable product may stay on the shelf.
Product life	The number of days or hours before a perishable product should be consumed or frozen (e.g., Use by, Freeze by or Best before).
Don’t Print check boxes	Check box to not have packed on, sell by or best before print on label.
Production Data Type	0 = inactive 1 = Production Data item 2 = Production Data ingredient 3 = Production Data item and ingredient 4 = suggestive selling or recipe When a value of 1 through 4 is selected, a browser window will display data configured.

TOUCH the Labeling Tab. You should now be on the ***Product Default Values Labeling Tab Screen***.



These fields must be present in the Label type assigned in order for them to print on the label.

In This Field On Labeling Tab	Enter This Information
Label type	Enter the label type ID for the primary, second and third labels. See *Understanding Label Types*.
Graphic 1 thru 4	Select the number or name of the graphic that is printed on the Product label. Up to four graphics can be used if available for the selected label type.

NOTE: Make sure to set the default values for all product types.

NOTE: See *Chapter 6: Configuring a Barcode* for information about Setting the GS1 Barcode.

Running a Configuration Report

The Configuration Report provides a convenient listing of the current configuration set up in the scale system.

To run a Configuration Report:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Print Configuration. The Configuration Report will begin running and is printed out on the printer.

NOTE: The Default Product Type will show a number to represent what product type is set as the default. A 1 = Random Weight, 2 = Fixed Weight, 3 = By Count, and 4 = Fluid Ounces.

```
Configuration Report                          1
Date:              10/4/2,013
Time:              5:49:46

Store Information
  Store Name       Hobart
  Store ID         172
  Store Graphic    Main Mkt_sm.png
Main Mkt_sm.png

Country/Language/Locale Settings
  Primary Language Code en
    Primary Country Code    US
  Second Language Code es
    Second Country Code     MX

  Time Format      0

  Primary Currency Symbol   $
    Primary Currency Decimals    2
  Secondary Currency Symbol
    Secondary Currency Decimals 0

  Decimal Separator  0
  Currency Location  1
  Price Rounding Factor   1
  Price Rounding Method 0

  Total Price Digits   5
  Unit Price Digits    5
```

```
Configuration Report                          2
Normal Scale Operation Settings
  Remote Auto-Logout Time          120 min.

  Auto-Lookup Enabled          No
  Auto-Lookup Digits           6

  Collect Transactions         No
  Collect Transactions Days        8
days

  Pounds for Pricing Enabled   No
  By Count Calculation Method      2

  Default Product Type         1
  Unique Prod/Class Numbers    Yes

  Browser Home Page
defaultBrowserHomepage.html
    Ping Default Gateway     No
    Ping target address      No

Special fields to print on a label
  Unit Price               Yes
  By Count                 Yes
  Weight on By Count       No
  Print 1 on By Count      No
  Barcode                  Yes
  Second Check Digit           Yes
  Pre-printed Text Names       Yes
  Currency Symbol          Yes
```

```
Configuration Report                          3
  Sell-by Date                 Yes
    Julian Sell-by Date        No
  Packed-on Date               Yes
    Julian Packed-on Date      No
  Product Life Date            Yes
    Julian Product Life Date   No

Frequent Shopper Settings
  Rounding Method              0
  Per Scale                    Yes
  Default Discount Type        2
  Default Discount Formula     1

  Unit Price Text 1
  Total Price Text 1
  Savings Text 1

Communications/Upgrades Settings
  Auto-Search New Firmware No
  Daily Firmware Search Time 05:00 AM

Email Settings
  Email Server                 10.3.177.1
  Send Outgoing Mail from
deli1store100@mainmarket.com
  Send Outgoing Mail to
helpdesk@mainmarket.COM

FTP Settings
```

```
Configuration Report                          4
  FTP Server IP/Host Name                     0.
0.0.0
  FTP User Name
  FTP Password
  FTP Sub Directory

Scale Communications Settings
  ProductClassTotals Clear Transactions
        No
  HourlyTotals Clear Transactions No
  OperatorTotals Clear Transactions
No
  COOLTotals Clear Transactions        No
  OperatorChanges Clear Transactions
No

Weigher Settings
  Weigher Attached          Yes
  Weigher Model             8
  Maximum Tare              9.995
  Minimum Weight to Print   0.200
0
```

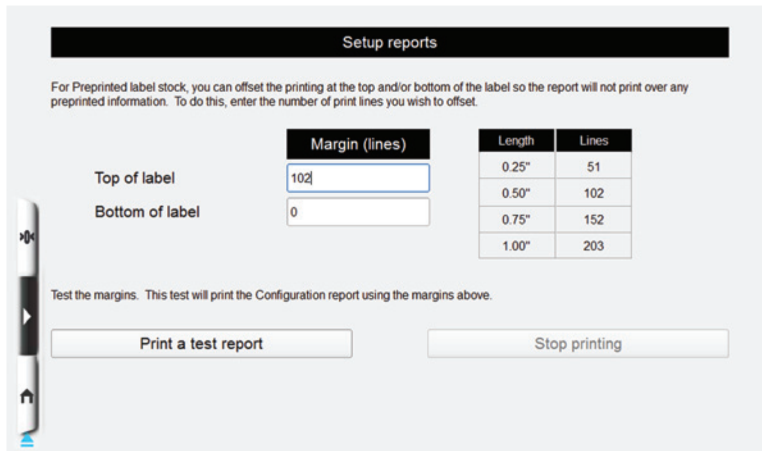
2. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Report Setup

For preprinted label stock, you can offset the printing at the top and/or bottom of the label so the report will not print over any preprinted information. To do this, enter the number of print lines you wish to offset.

To set up report printing:

1. From the S***upervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Report Setup. You should now be on the ***Report Setup Screen***.



2. TOUCH the Top of label field and TYPE the number to offset. Use the chart on the screen for reference.
3. TOUCH the Bottom of label field and TYPE the number to offset. Use the chart on the screen for reference.
4. TOUCH Print a test report to test the new margin set up.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setup Utility

The Setup Utility is used to maintain certain system functions. For Network related information to be available at the Supervisor level, the utility must be activated through the Service Pages screens. Once activated, Network and Host Tabs will appear on the Supervisor Page Box under the Miscellaneous subsection. Contact your local Hobart Representative for more information.

NOTE: The Setup Utility cannot be accessed remotely.

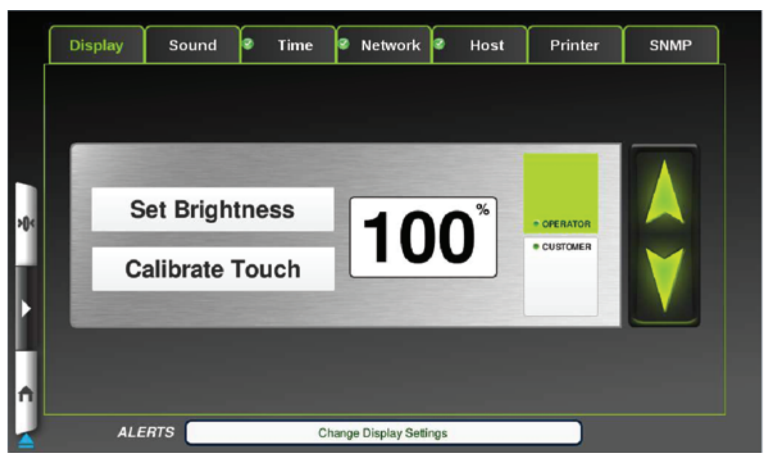
NOTE: A green check mark will appear in a tab when a change has been made and saved.

The system features available in the Setup Utility are shown on the:

- Display Screen
- Sound Screen
- Time Screens
- Printer Screen

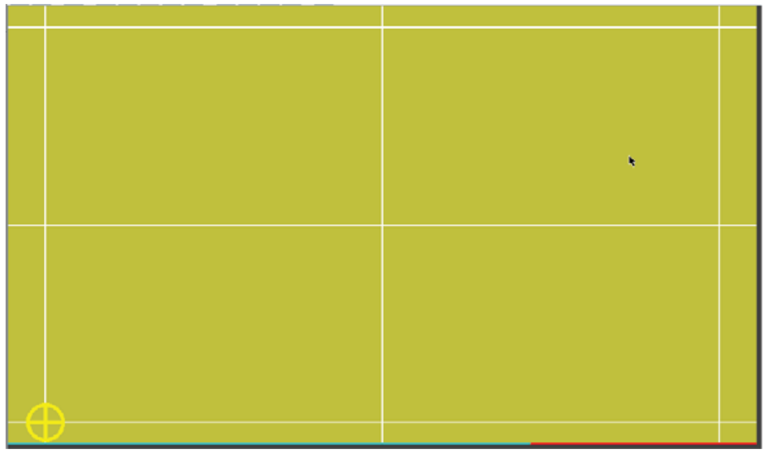
To Access the Setup Utility:

1. From the ***Supervisor Pages Box*** MISCELLANEOUS sub-section, TOUCH Setup Utility. You should now see the ***Setup Utility Display Screen***.



2. TOUCH the Operator or Customer button to determine the screen to be adjusted.
3. TOUCH the Up or Down Arrows to adjust the brightness.

4. TOUCH the Calibrate Touch area to calibrate the operator screen. You should now see the following screen:



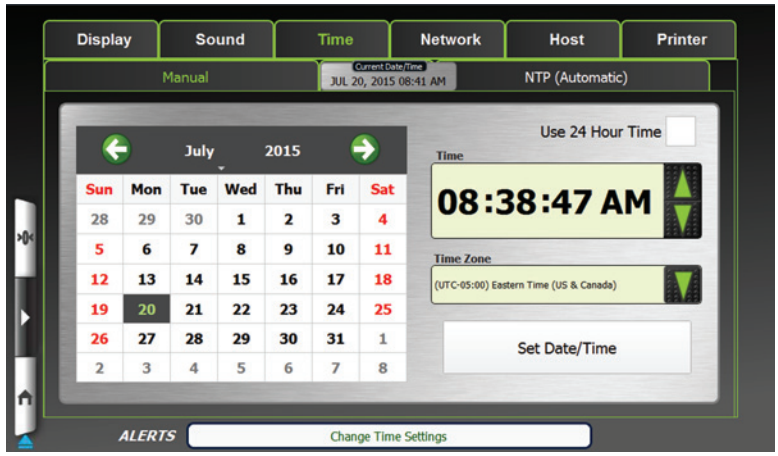
5. TOUCH and HOLD the crosshairs as they appear on the screen. Once the calibration is complete, this screen will disappear.
6. TOUCH the Sound tab. You should now see the ***Setup Utility Sound Screen***.

NOTE: HTs models are not equipped with speakers.

7. TOUCH the Operator or Customer button to determine the screen to be adjusted.
8. TOUCH the Internal or External USB button to determine the speakers to be adjusted.
9. TOUCH the Up or Down Arrows to adjust the volume.
10. TOUCH the Volume Test to hear a sample sound at the adjusted level.
11. TOUCH the Set Volume to save the new value.

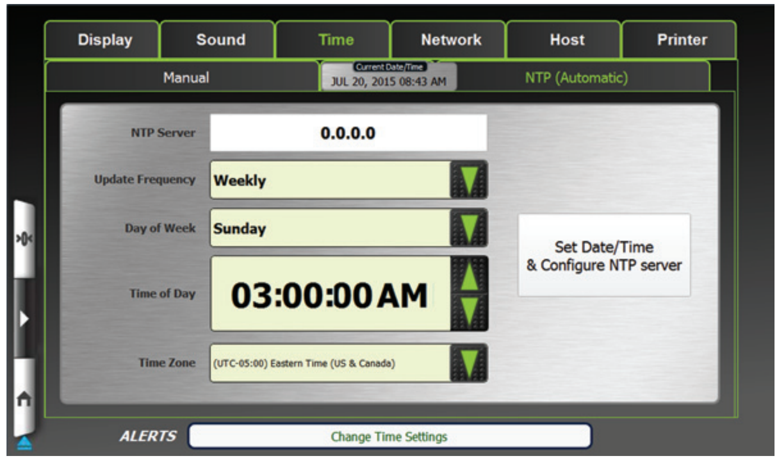
NOTE: The Setup Utility Time tab can be set up to be updated manually or via NTP Server.

12. To set the scale system date/time manually, TOUCH the Time tab and then TOUCH Manual. You should now see the ***Setup Utility Time Manual Screen***.



13. TOUCH the Up or Down Arrows to adjust the time.
14. TOUCH the calendar to set the date.
15. TOUCH the Set Date/Time Restart button to save the new settings. This will cause the scale system to reboot.

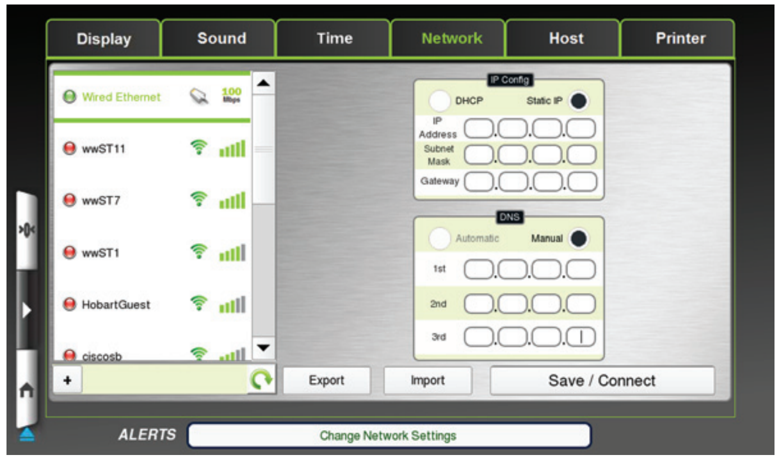
16. To set the scale system date/time via NTP server, TOUCH the Time tab and then TOUCH NTP (automatic) you should now see the ***Setup Utility Time NPT Screen***.



17. TOUCH the NTP Server field and type the server address.
18. TOUCH the arrows and select the frequency, day, and time to update from the server.
19. TOUCH Set Date/Time & Configure NTP server button to save the new settings. This will cause the system to reboot.

NOTE: For Network related information to be available at the Supervisor level, the utility must be activated through the Service Pages screens.

20. TOUCH the Network tab. You should now see the ***Setup Utility Network Screen***.

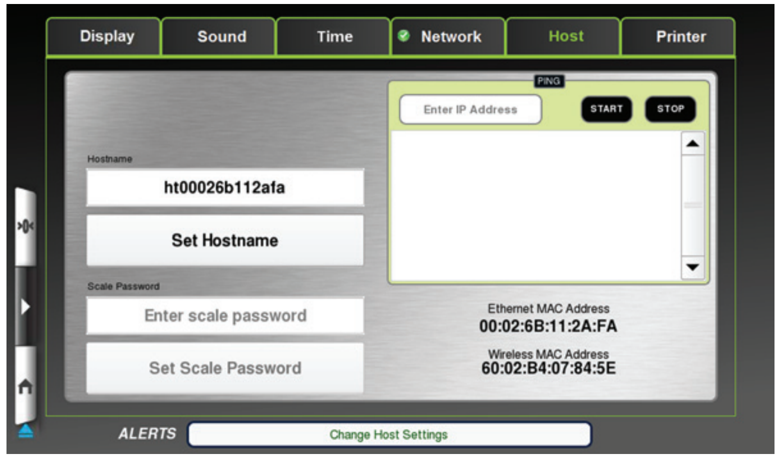


NOTE: Some HTs models are not equipped with wireless capabilities.

21. TOUCH the network to use and fill in any required information. Contact your network administrator for assistance.
22. TOUCH Save/Connect to save.

NOTE: The IP address entered must be unique for that scale. Contact your network administrator for proper settings.

23. TOUCH the Host tab. You should now see the ***Setup Utility Host Screen***.



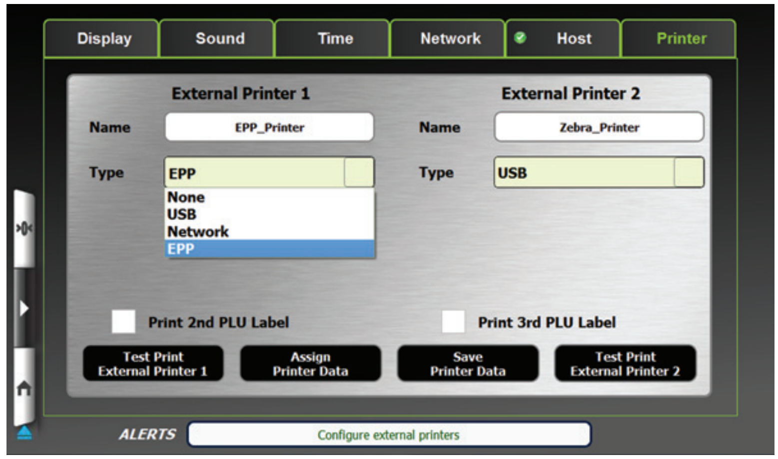
24. TOUCH the Enter hostname field and TYPE the hostname.
25. TOUCH Set Hostname to save.

NOTE: The host name must be unique for that scale. Contact your network administrator for proper settings.

NOTE: Changing the Hostname will cause the system to restart upon exiting the Setup Utility.

26. TOUCH the Enter scale password field and TYPE the password.
27. TOUCH Set Scale Password to save.

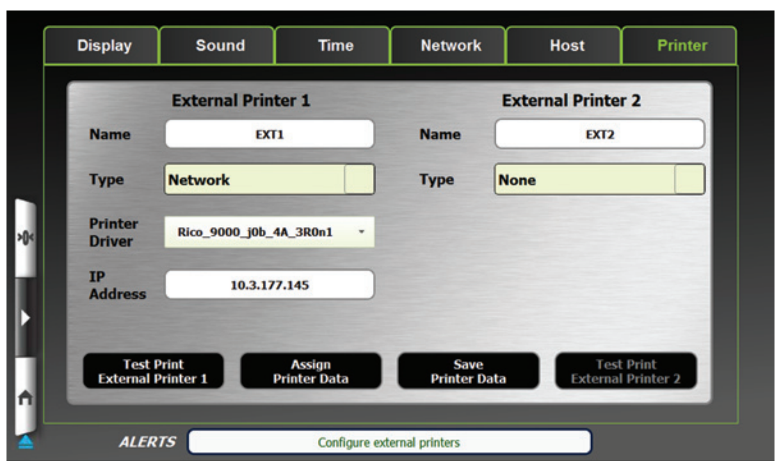
28. TOUCH the Printer tab. You should now be on the ***Setup Utility Printer Screen***.



29. TOUCH the name field to change the name of the external printer.
30. TOUCH the Type field and SELECT the printer type. The options available are USB, Network, or EPP.

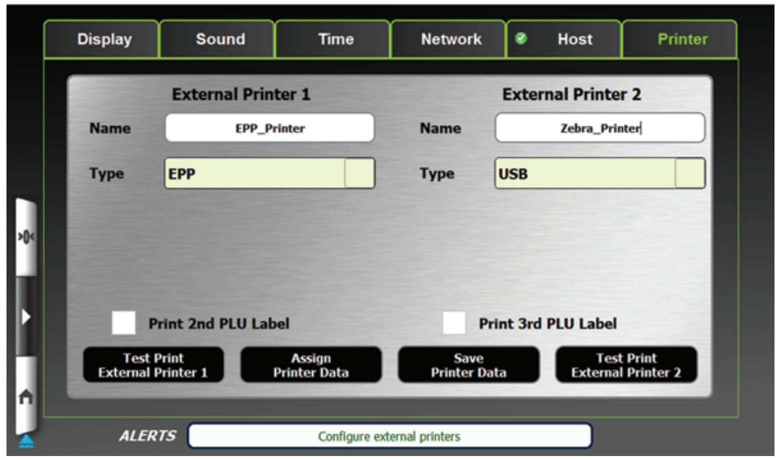
NOTE: Different printer setup options are available depending on the printer type selected. Go to step 34 if you selected EPP or USB type printer.

31. If you select Network, you will see the following options.



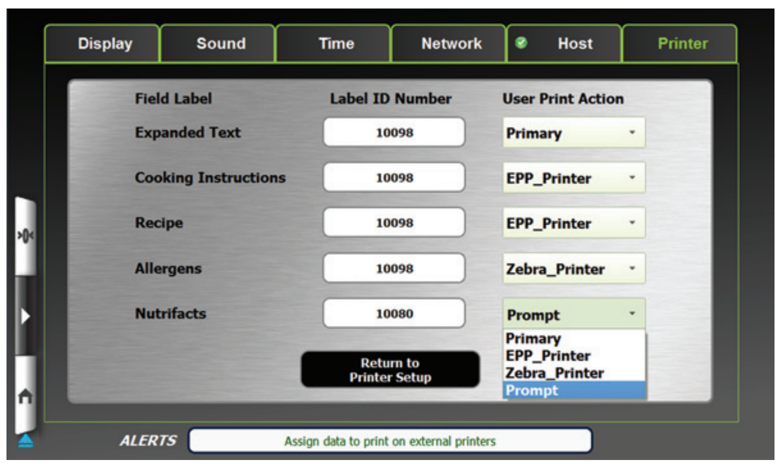
32. TOUCH the Printer Driver field and SELECT a driver from the list available.
33. TOUCH the IP Address field and enter the IP address for the network printer.

34. If you selected EPP or USB, you will see the following options.



35. TOUCH the Check Box to enable the printing of the 2nd and/or 3rd PLU label to the assigned printer.

36. TOUCH the Assign Printer Data button. You should now see the Assign Printer Data Screen.

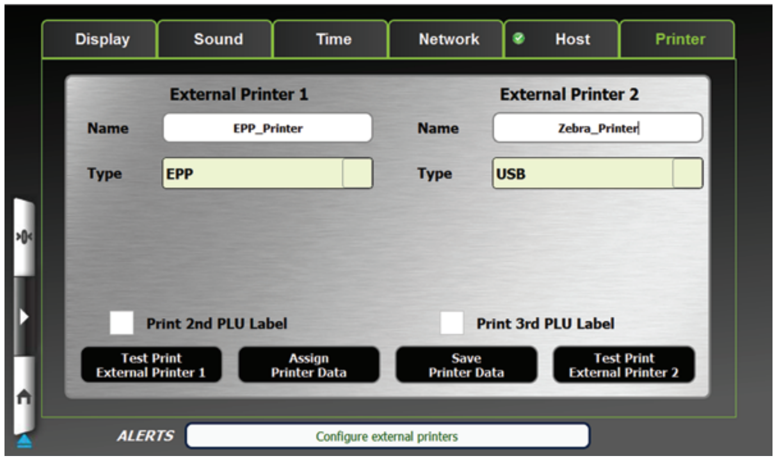


NOTE: Each Field Label row corresponds to the print icon shown with the field of the same name on the right panel operator screen. The setup made on this screen will determine where the information will print when the print icon is touched in operate mode.

37. TOUCH the User Print Action field and select printer.

NOTE: This list is populated by the selections made on the previous screen. Primary is the scale printer. Prompt will signal the operator to select from a list where the information will print.

38. TOUCH the Return to Printer Setup to save these settings. You should now see the following screen.



39. TOUCH the Test Print button to send a test print to the selected printer.
40. TOUCH the Save Printer Data to save the external printer settings.
41. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Move Layout

This feature allows you to change the location of some of the Fixed Features on the Operator Screen.

To move location of fixed features on the operator screen:

1. From the ***Supervisor Pages Box*** OPERATE MODE LAYOUT subsection, TOUCH Move Layout. You should now be on the ***Move Layout Screen***.

2. TOUCH and drag the upper banner to the bottom.
3. TOUCH and drag the keypad to the opposite side. The changes made should appear like the screen below.

4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Change Fields

This feature allows you to change the fields that display to the operator on the center screen.

To change the fields that display to the operator:

1. From the ***Supervisor Pages Box*** OPERATE MODE LAYOUT subsection, TOUCH Change Fields. You should now be on the ***Change Fields Screen***.

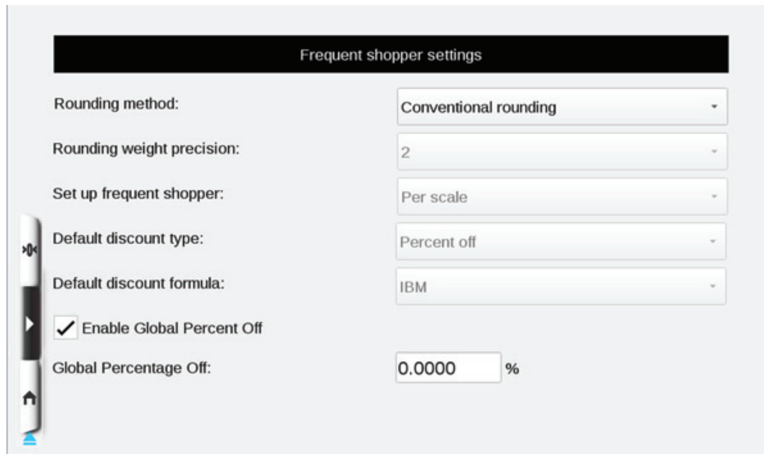
2. TOUCH the check box in the upper right corner of a field to turn it off.
3. TOUCH the "< or >" areas to show the options available to change these areas.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Frequent Shopper Settings

This feature allows you to set the parameters for your frequent shopper program.

To adjust Frequent Shopper Settings:

1. From the ***Supervisor Pages Box*** MISCELLANEOUS subsection, TOUCH Frequent Shopper. You should now be on the ***Frequent Shopper Settings Screen***.



2. Use the chart to make the changes required.

To Change	Do This	Available Values
Rounding method	TOUCH the Rounding method field and SELECT from the list available.	Conventional rounding Round up Round down
Rounding weight precision	TOUCH the Rounding weight precision field and SELECT from the list available.	2 3
Set up frequent shopper	TOUCH the Set up frequent shopper field and SELECT from the list available.	Per Scale Per Product
Default discount type	TOUCH the Default discount type field and SELECT from the list available.	Discount price Cents off Package discount Percent off Advertised price Percent added
Default discount formula	TOUCH the Default discount formula field and SELECT from the list available.	IBM NCR RII IBM-EM2 ICL-SASI IBM-ACE
Enable Global Percent Off	TOUCH to enable or disable global percent off for frequent shoppers	Checked Unchecked

3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Chapter 4: Setting Up the Database

Setting Up the Database

Before you begin to use the HT Scale System, you should consider how you want to set up the database to maximize the efficiency of your scale. Contact your local Hobart Service provider for help setting up the scale database.

The following topics explain how to set up your database:

- *Understanding the Database*
- *Setting Up Classes*
- *Setting Up Products*
- *Modifying Product Information*
- *Setting Up Support Files*

Understanding the Database

With the HT Scale System's flexible database, you can organize your operation with Classes, Categories and Products. Classes are groups of Products. Categories are a way to group products together for the purpose of creating flashkeys. Products are any commodities sold.

When you add, modify or delete a Class, Categories or Product, the database is updated immediately. The database is designed so that you can quickly and easily change one specific field or all fields.

Before you begin working with Classes, Categories and Products, you should consider how you want to set up your scale. Refer to *Chapter 3: Setting Up Your System* for information.

Please review the following topics:

- *Understanding the Product Changes Subsection*
- *Understanding the Product Changes Screens*

Understanding the Product Changes Subsection

Whether you are setting up or updating the database with Product-related information, you will use the Product changes menu. You may add, change or delete Classes, PLU information or Support Files.

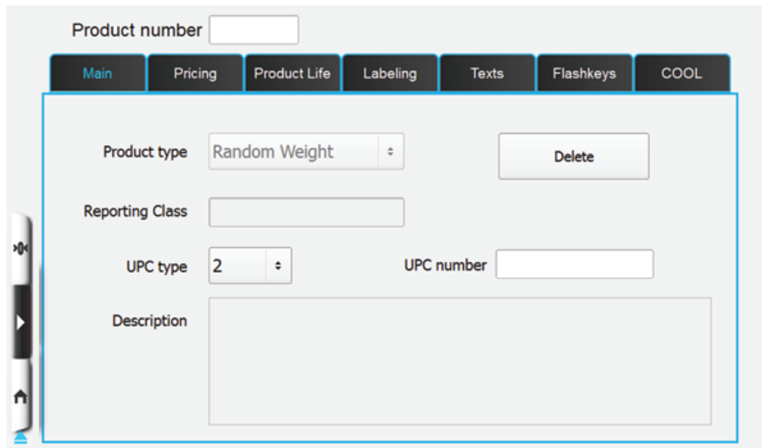
The menus and screens of the Product changes function give you the flexibility to access the PLU information without having to go through every screen.

Understanding the Product Changes Screens

The entire set of PLU-related information in the database is covered on seven Product Changes Screen pages.

NOTE: The fields that can be changed when you are working with Products vary depending on the PLU type (e.g., Random weight, Fixed weight, or By Count).

Product Changes All Fields Main Tab Screen

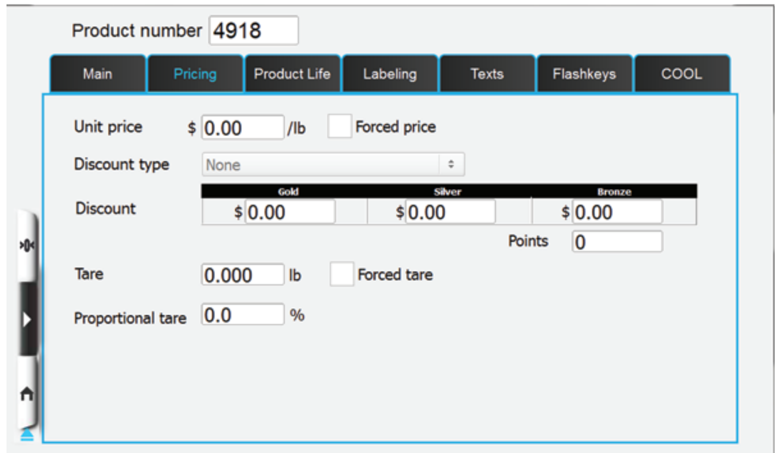


These fields must be present in the Label type assigned in order for them to print on the label.

NOTE: Other fields and tabs become active once a PLU number has been entered.

In This Field On Main Tab	Enter This Information
Product number	This is the PLU number used to represent a specific product.
Product type	Random Wt. = An item that is weighed before it can be priced. Fixed Wt. = An item priced by a predetermined weight. By count = An item which is priced by the number of items per purchase, rather than by weight (e.g., 3 for $1.00). Fluid ounces = An item sold by a predetermined volume.
Delete	TOUCH this button to delete the current PLU from the database.
Reporting class	The Class to which another Class or Product reports its Totals information.
UPC type	The type of Universal Product Code used for this PLU. The type can be 01, 02, 04, 06, 07, 08 or 09. All are available for Fixed weight and Fluid ounces. Only 02 or 04 are available for Random weight and By Count.
UPC number	The UPC or vendor/product number that is used to identify the product. This must match your front-end system for scanning.
EAN Prefix (available only with EAN Label types)	See *Chapter 6: Configuring a Barcode* for more information about setting up EAN barcodes.
EAN Code (available only with EAN Label types)	See *Chapter 6: Configuring a Barcode* for more information about setting up EAN barcodes.
Vendor # (available on Fixed weight & Fluid ounces with UPC type)	The number that identifies the vendor that supplied the product.
Product # (available on Fixed weight & Fluid ounces with UPC type)	The number that identifies the product associated to the vendor that supplied the product.
Description	The name or description of the Product. Remember that your Label type and font size impact the number of characters available. Always set Label type before filling description to ensure accurate character count.

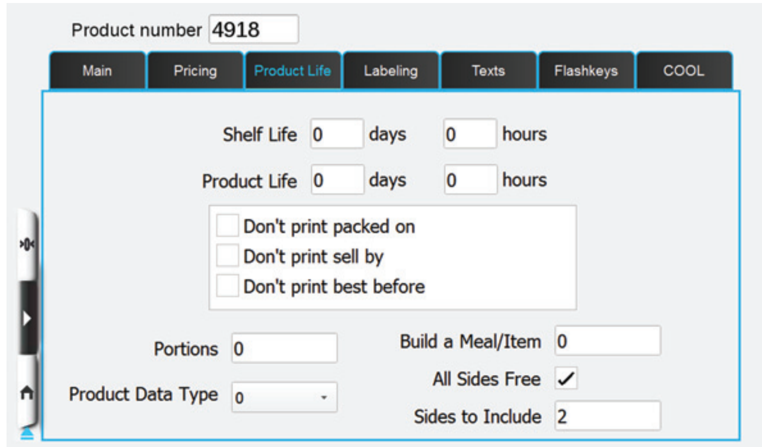
Product Changes All Fields Pricing Tab Screen



These fields must be present in the Label type assigned in order for them to print on the label.

In This Field On Pricing Tab	Enter This Information
Product number	This is the PLU which is the number used to represent a specific product.
Unit price	This is the price per unit (Unit price) of a product. It can be 0.00 to 999.99. However, if the total price is greater than $99.99, the Barcode does not print on the label unless you are using an EAN bar code.
Unit price (Fractional Prices, Canada Only)	This is a feature that can be turned on by your Hobart Service Representative. It will allow the lb portion of the unit price to be adjusted the fracional value of a lb. This feature is not approved for use in the US.
Discount type	Label will show discounted price, but the UPC displays regular price. • Cents off – The discount or amount off of the Unit price. • Discount price – The discounted unit price. • Percent off – The percentage discount off of the Total price. • Advertised price – The regular unit price. • Percent added – The percentage added to the Total price. • Package discount – The amount discounted from the package total price.
Gold, Silver and Bronze Levels	This value is determined based on the Frequent Shoppers Program. It is based on the amount of money the customer spends in the store. Gold level shoppers will receive the highest discount. Gold level is the default.
Tare	The Tare value, which is the weight of the packaging for which the customer does not pay (e.g., plastic wrap or a styrofoam tray). NOTE: Fixed weight PLU’s do not have a tare value.
By count	The quantity of items that make up the package.
Exception price (By count)	The exception price of By count items, when the quantity purchased is less than the normal quantity. For example, if the price is 3 for $1.00, the exception price for 1 could be $0.39.
Fluid weight (Fluid ounces)	The Fluid amount that is fixed for each product.
Forced Price, Forced Tare, or Force By Count check box	Check box to enable function, uncheck to disable.
Fixed Weight	The standard weight for this product.
Proportional Tare	The percentage of tare for individually wrapped items.

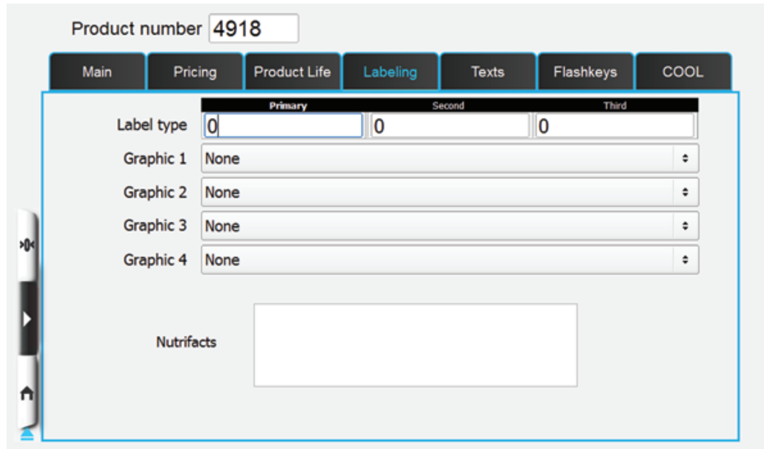
Product Changes All Fields Product Life Tab Screen



These fields must be present in the Label type assigned in order for them to print on the label.

In This Field On Product Life Tab	Enter This Information
Product number	This is the PLU which is the number used to represent a specific product.
Shelf life	The number of days or hours that a perishable product may stay on the shelf.
Product life	The number of days or hours before a perishable product should be consumed or frozen (e.g., Use by, Freeze by or Best before).
Don’t Print check boxes	Check box to not have packed on, sell by or best before print on label.
Portions	Portion size which is used to calculate weight per portion and price per portion.
Product Data Type	0 = inactive 1 = Production Data item 2 = Production Data ingredient 3 = Production Data item and ingredient 4 = suggestive selling or recipe When a value of 1 through 4 is selected, a browser window will display data configured.
*Build a Meal/Item	The group number for the flashkey grid that should be displayed with this PLU. A value of “0” indicates that meal planner is not used.
*All Sides Free	Check box to indicate side items are included in sale price.
*Sides to Include	Enter the number of side items to be included with this PLU.
*This feature may be disabled unless a valid license is active.	

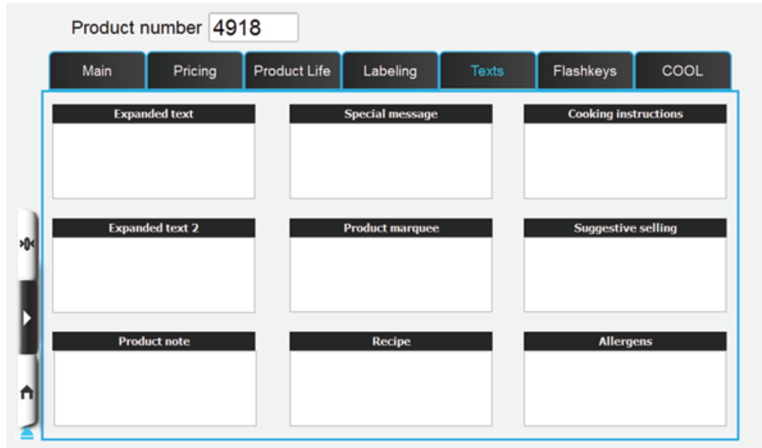
Product Changes All Fields Labeling Tab Screen



These fields must be present in the Label type you select in order for them to print on the label.

In This Field On Labeling Tab	Enter This Information
Product number	This is the PLU which is the number used to represent a specific product.
Label type	Enter the label type ID for the primary, secondary and tertiary labels.
Graphic 1 thru 4	Select from the list the number or name of the graphic that is printed on the Product label. Up to four graphics can be used if available for the selected label type.
Nutrifacts	Nutrition information, such as serving size, calories, total fat and vitamin content. See *Setting Up Nutrifacts* for more information. NOTE: In Supervisor mode, Nutrifacts can only be created when a label type requiring it has been assigned.

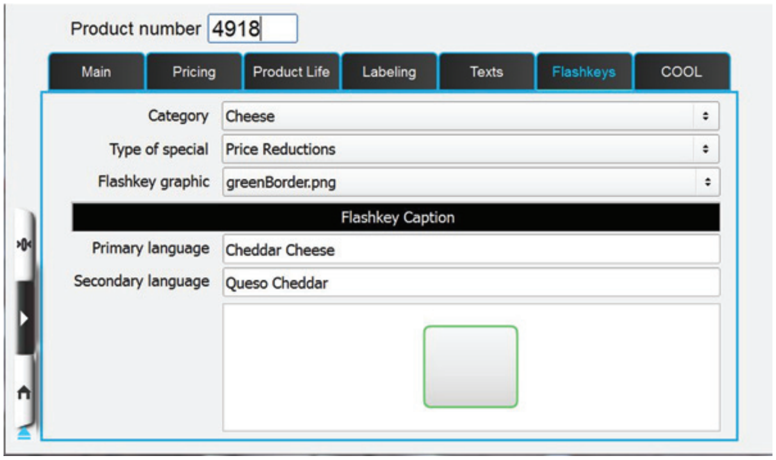
Product Changes All Fields Texts Tab Screen



These fields must be present in the Label type you select in order for them to print on the label.

In This Field On Texts Tab	Enter This Information
Product number	This is the PLU which is the number used to represent a specific product.
Expanded text, Expanded text 2, Cooking Instructions, Allergens, and Recipes	Miscellaneous information, such as ingredients or cooking instructions or FDA requirements. Operators can view this information on the Right Operator Screen and can print this information from the same screen.
Special message	Special information, such as Today's Feature or Buy One, Get One Free.
Suggestive Selling and Product note	Special information about the current product. This information is for the Operator only and will not print on the label.
Product Marquee	Special information to be on the customer display about this product.

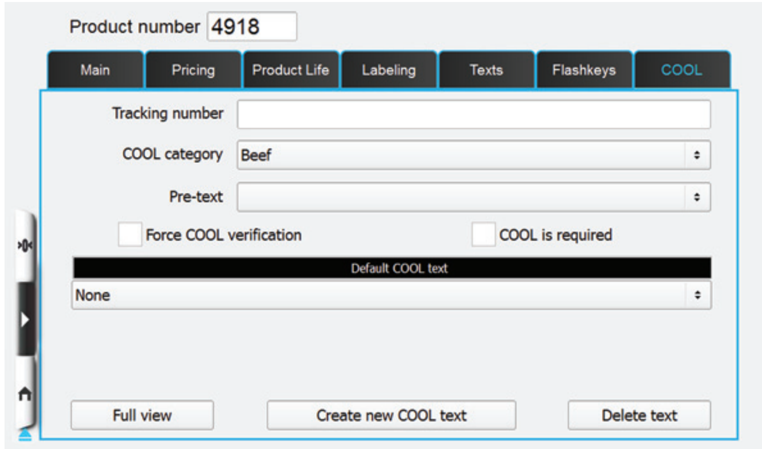
Product Changes All Fields Flash-keys Tab Screen



In This Field On Flashkeys Tab	Enter This Information
Product number	This is the PLU which is the number used to represent a specific product.
Category	Choose from the pull-down menu the category you wish to relate your product to. See *Categories*. (For Flashkey use only.)
Type of special	Choose from the pull-down menu which type of special you wish to relate your product to. See *Specials*. (For Flashkey use only.)
Flashkey graphic	Choose from the pull-down menu which graphic you wish to relate your product to.
Flashkey caption	The words you wish to have shown over the Flashkey graphic to identify this item.
Open Area	The flashkey graphic will display in the open area if one is assigned.

Product Changes All Fields Cool Tab Screen

The information on COOL tab is related to assigning a COOL (Country of Origin Labeling) tracking number or category to a specific PLU. See *Chapter 9: Setting Up COOL* for more information.



In This Field On Cool Tab	Enter This Information
Product number	This is the PLU which is the number used to represent a specific product.
Tracking number	This is a number used to track a product run.
COOL Category	This is a COOL category to assign a product to such as beef, pork, fish or chicken.
Pre-text	This is text that will appear before a specific PLU such as Born In, Raised In, or Processed In.
Force COOL verification check box	This will force the operator to the COOL screen.
COOL is required check box	This will force operator to enter COOL information.
Default COOL text	This will set default COOL text to assist the operator. If COOL is required, this text will be used unless the operator changes it.
Full view	TOUCH this button to show entire COOL text area.
Create new COOL text	This will take the operator to a new screen where they can create a new COOL text.
Delete text	TOUCH this button to delete current default COOL text.

Setting Up Classes

The HT Scale System enables you to organize your Products into Classes. Classes are groups of Products. You can create Classes by Product type (such as *ham*) or set up a Class to represent a department (such as *deli*). You should group Classes in the most appropriate way to suit your needs.

Using Classes with your Hobart scale enables:

- More accurate totals reporting
- Simplified data tracking

The subtopics below explain the Hobart Class Structure.

- *Adding a Class*
- *Deleting a Class*

Whenever an item is weighed on a Hobart Scale, the totals information (i.e., the number of packages, pounds and dollars weighed) is stored in the memory of the scale. These totals are stored by individual items, but they can also be stored by groups of items called Classes.

For example, in the deli department, the item file can be easily grouped into major commodities, such as BEEF, CHICKEN, TURKEY, SALADS, etc. The major commodities can then be grouped into their primary groups, such as SMOKED, HONEY, ROASTED, etc. This allows you to track major groups of items (Classes), instead of having to track each individual item.

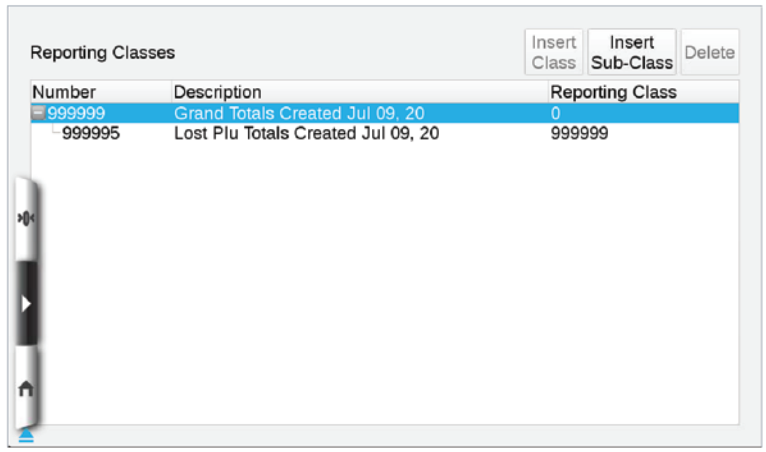
With a Class structure in place, it becomes easy to set up your Products so you can report totals for each Class and sub Class.

Adding a Class

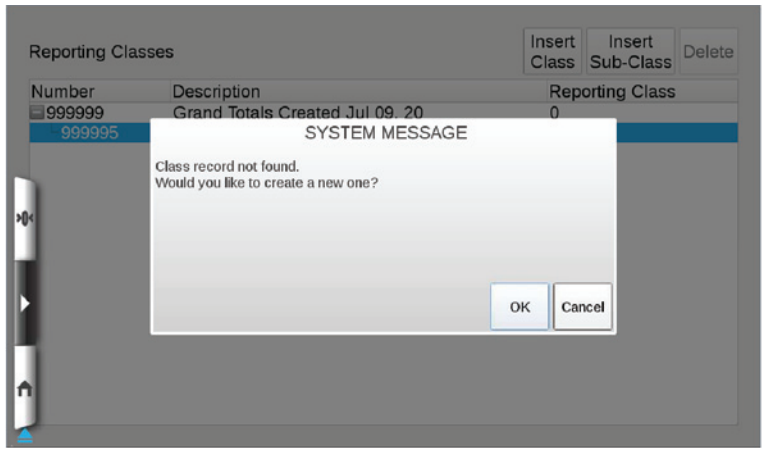
Your PLU information can be organized into Classes. To simplify the data tracking process, you can create the Class structure before you start adding product information into your data file. The following explanation details how to add a Class.

To add a new Class:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Reporting Classes. You should now be on the ***Reporting Classes Screen***.



2. On the ***Reporting Classes Screen***, TOUCH the Class number field, TOUCH Insert Class, and TYPE the new Class number in the Class number field. This number must be unique. You cannot have the same number for a Class and a Product. A message will display saying the number does not exist. If the number already exists as a PLU or a Class, the existing information will display.



3. TOUCH OK to add a new Class.
4. TOUCH the Class description field and TYPE the new Class description.
5. TOUCH Insert Sub-Class and TYPE the Reporting class. This is the Class to which another Class, sub Class or Product is grouped. The default is Grand Totals, Class 999999.
6. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Deleting a Class

Delete a Class to permanently remove the Class from the system.

NOTICE Be aware that when you delete a Class, the system does not warn you if PLU's and Classes are linked to it. A warning displays when you access the unlinked PLU through Product update. The totals for any linked PLU's and Classes accumulate to the Lost Totals Class.

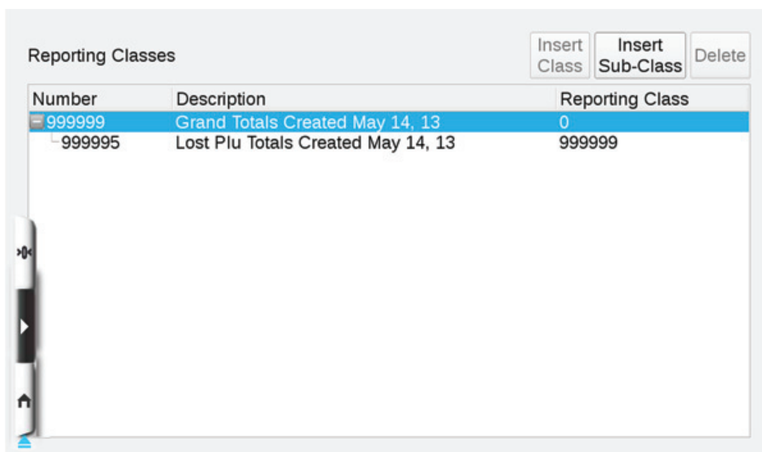
NOTICE Before you delete this Class, you should consider the PLU's that are linked to it.

NOTE: The following Class numbers should not be deleted or modified.

999999 Grand Totals
999998 Void Totals
999997 Price Change Totals
999995 Lost PLU Totals

To delete a Class:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Reporting Classes. You should now be on the ***Reporting Classes Screen***.



2. TOUCH the Class number field.
3. TOUCH Delete. The Class is permanently deleted from the database.

NOTE: If you delete a Class that has PLU's linked to it, the next time you call up one of the linked PLU's from Product update, a message displays, "*Assign the PLU to another Class*".

4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Products

Products are any commodities you sell. Throughout this manual, products are often referred to as PLU (Product Look Up) numbers or PLU's.

Before beginning to set up products in your database, be sure to review the topic, *Understanding the Product Changes Subsection*.

This section explains:

- *Adding a Product*
- *Deleting a Product*
- *Adding a Scanned PLU Barcode*
- *Deleting a Scanned PLU Barcode*

For instructions on how to change a product's information, see *Modifying Product Information*.

Adding a Product

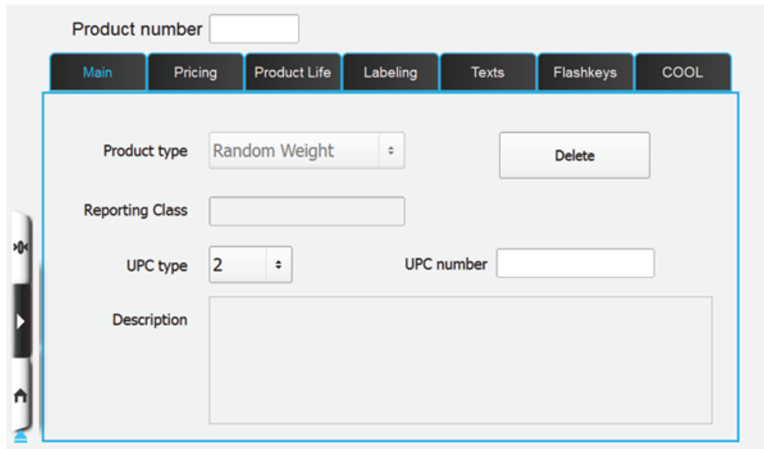
You can add products to the database at any time. There is no limit to the number of products that can be entered. It is contingent upon space/memory.

NOTE: Before you begin adding products:

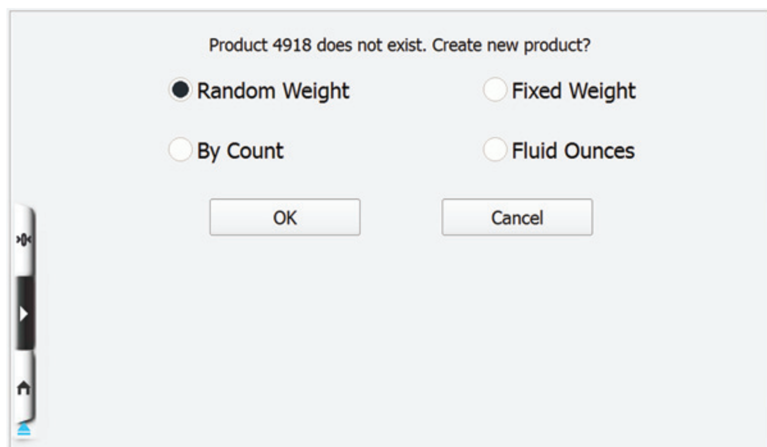
- Review the information discussed in the *Setting Up Product Default Values*.
- Review *Understanding the Product Changes Screens*. Refer to the table in this section to help determine what type of information is needed in each field.
- You should consider what Label type you want to use. If you plan to use a Label type that is different than the default, enter the Label type number on the Labeling tab of the Product Changes Screens before you enter any text information. This will enable the correct number of lines and characters of text for the label.

To add a new product to your PLU database:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.



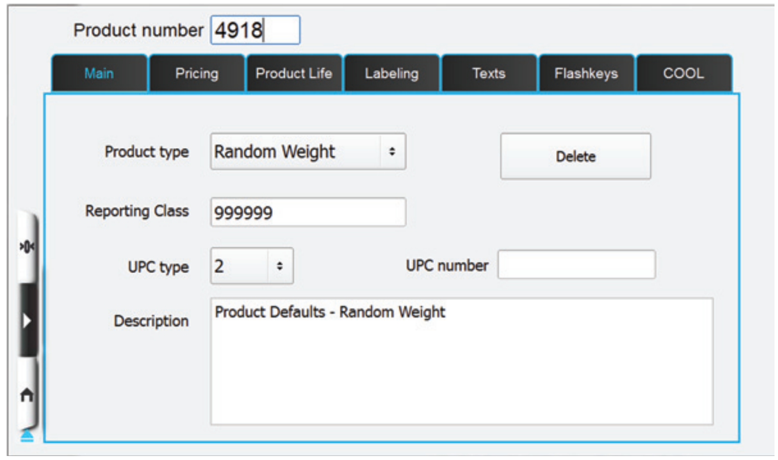
2. TOUCH the Product number field and TYPE the new Product number.



3. On the ***New Product Screen***, TOUCH one of the following choices:
   - Random Weight
   - Fixed Weight
   - By Count
   - Fluid Ounces

4. TOUCH OK.

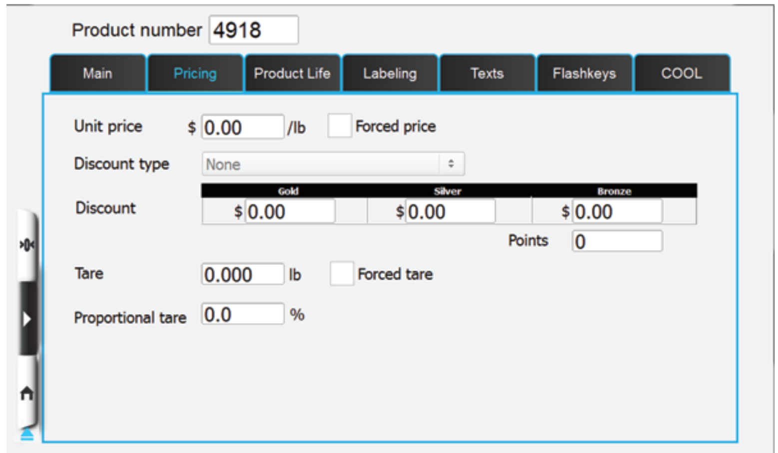
5. To edit the product's Description, TOUCH the Description field. This will open a Text Editor Screen. Refer to Using the Text Editor in *Appendix A* for more information on how to use the text editor.



NOTE: The example above is for a Random weight PLU. Fixed weight, By count and Fluid ounce PLU's vary slightly. Review the tables in the *Understanding the Product Changes Screens* for information about these variations.

6. TYPE the product Description. Use the Description field to provide a brief explanation of the product to the user. This is the description printed on the label.
7. TOUCH Done on the Text Editor Screen.
8. TOUCH the UPC type field and SELECT the desired UPC type. Use the UPC type to select the type of UPC code. This is the first digit that will print on the barcode. It also determines the format of the UPC number.
9. TOUCH the UPC number field and TYPE the UPC number. Use the UPC number field to enter the UPC. This is the number that will be used to print the barcode.
10. TOUCH the Reporting class field and TYPE the reporting class. TOUCH Enter.

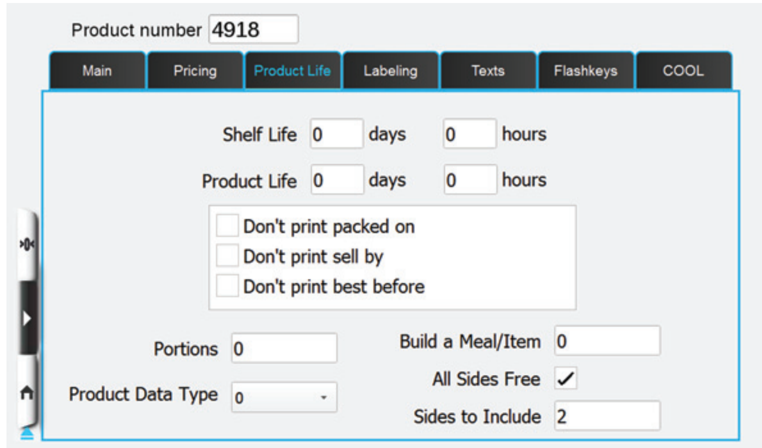
11. TOUCH the Pricing tab. You should now be on the ***Product Changes Pricing Tab Screen***.



NOTE: The example above is for a Random weight PLU. Fixed weight, By count and Fluid ounce PLU's vary slightly. Review the tables in the *Understanding the Product Changes Screens* for information about these variations.

12. TOUCH the Unit price field and TYPE the Unit price –OR– TOUCH the Forced price check box.
13. SELECT Discount type. This is only required if using frequent shopper.
14. TOUCH Discount field needed and TYPE Discount unit price. These are only required if using frequent shopper.
15. TOUCH Tare and TYPE Tare value –OR– TOUCH the Forced tare check box.
16. TOUCH Proportional tare and set value if item is wrapped individually, but sold in bulk.
17. TOUCH the Points field and TYPE the points. TOUCH Enter. This is only required if using frequent shopper.

18. TOUCH the Product Life tab. You should now be on the ***Product Changes Product Life Tab Screen***.

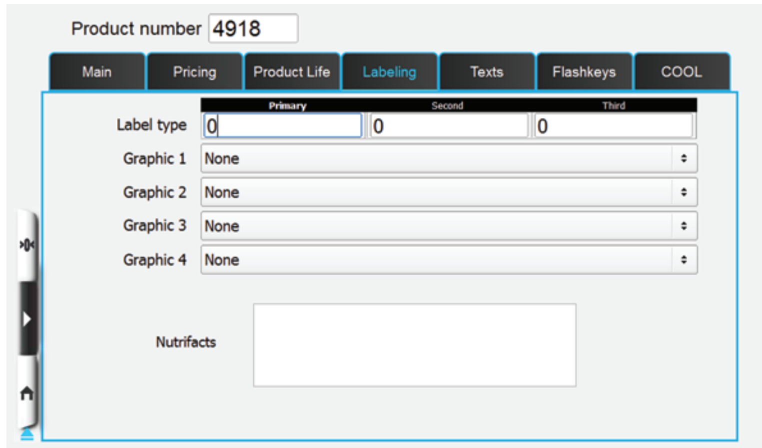


19. TOUCH the Shelf life days or hours field and TYPE the days or hours. TOUCH Enter.
20. TOUCH the Product life days or hours field and TYPE the days or hours. TOUCH Enter.
21. TOUCH Portions and TYPE the number of portions (Optional field, only required if printing weight per portion or price per portion).
22. TOUCH any of the Don't print check boxes required to keep this information from printing on the label.
23. TOUCH the Production Data Type and TYPE the number. See *Product Changes All Fields Product Life Tab Screen*.
24. TOUCH the Build a Meal/Item and TYPE the number that corresponds to the flashkey grid for this time.

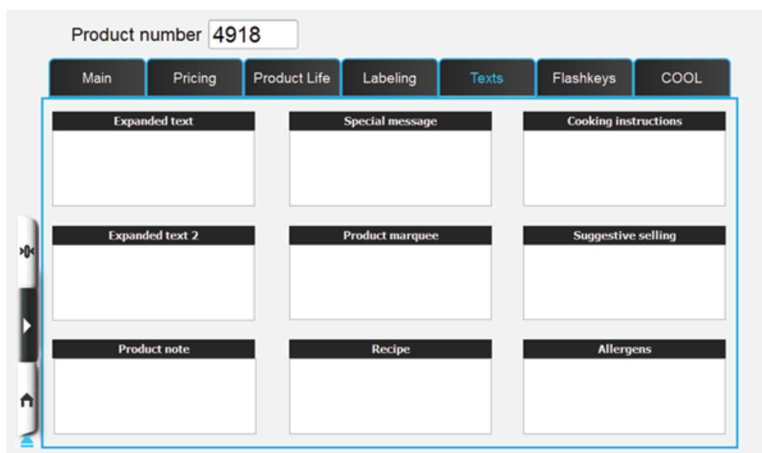
NOTE: A value of "0" indicates meal builder is not used with this PLU.

25. TOUCH the All Sides Free check box to indicate if side items are included.
26. TOUCH the Sides to Include Field and TYPE the number of sides to include with this PLU.

27. TOUCH the Labeling tab. You should now be on the ***Product ChangesLabeling Tab Screen***.

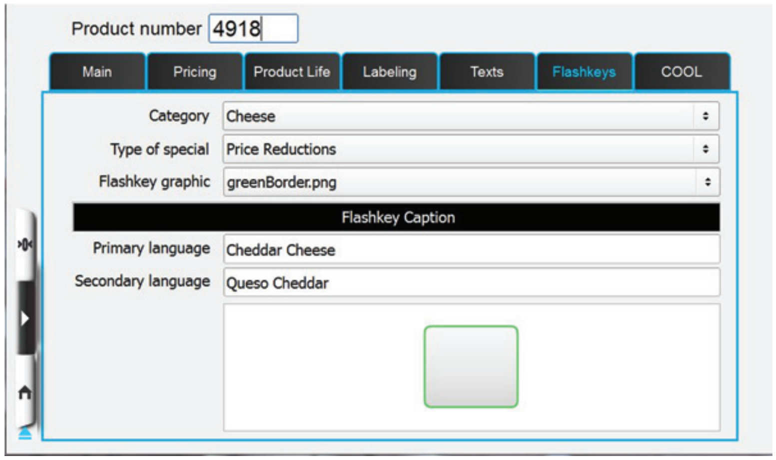


28. TOUCH the Primary Label type field and TYPE the label type. TOUCH Enter. Repeat this step for each printer used.
29. TOUCH the Graphic 1 field and SELECT the graphic to be used. Repeat this step for Graphic 2 through 4 if required.
30. TOUCH the Nutrifacts field. See *Setting Up Nutrifacts* for detailed information about setting up nutrifacts.
31. TOUCH the Texts tab. You should now be on the ***Product Changes Texts Tab Screen***.



32. TOUCH any of the Product Text fields and see *Setting Up Product Text* for more detailed information.

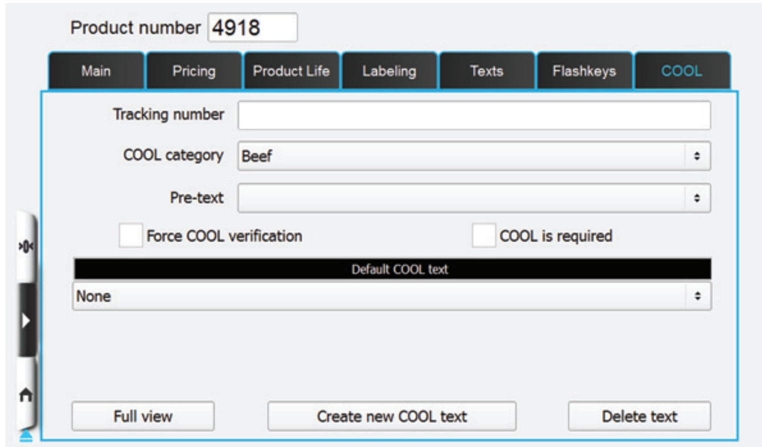
33. TOUCH the Flashkeys tab. You should now be on the ***Product Changes Flashkeys Tab Screen***.



34. TOUCH the Category field and SELECT the category.
35. TOUCH the Type of special field and SELECT the special.
36. TOUCH the Flashkey graphic field and SELECT the flashkey graphic.
37. TOUCH the Flashkey caption field and TYPE the caption.

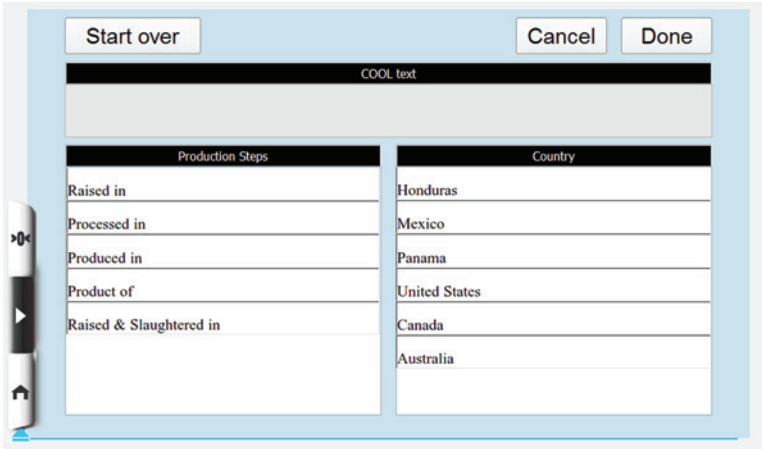
NOTICE The United States Department of Agriculture sets federal regulations for COOL. Please refer to www.usda.gov for these standards.

38. TOUCH the COOL tab. You should now be on the ***Product Change COOL Tab Screen***.



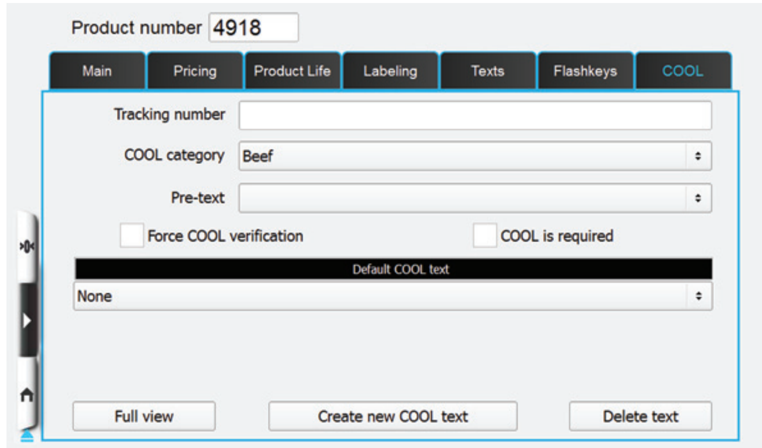
39. TOUCH the Tracking number field and TYPE the number. TOUCH Done on the keyboard.
40. TOUCH the COOL Category field and SELECT the COOL category.
41. TOUCH the Pre-text field and SELECT the pre-text to be used for this PLU.
42. TOUCH the Force COOL verification check box to force the operator to the COOL screen when this PLU is used.
43. TOUCH the COOL is required check box to require COOL text to be used for this PLU.

44. TOUCH the Default COOL text field and SELECT the default COOL text.
45. If the required text is not available, TOUCH and SELECT a COOL category then TOUCH the Create new COOL text button. You should now be on the ***Create new COOL text Screen***.



46. TOUCH the Production steps and Country fields to create new COOL text. The new text will be displayed.
47. TOUCH the Start over button if required.
48. TOUCH Done.

49. You should now be on the ***Product Changes COOL Tab Screen***.



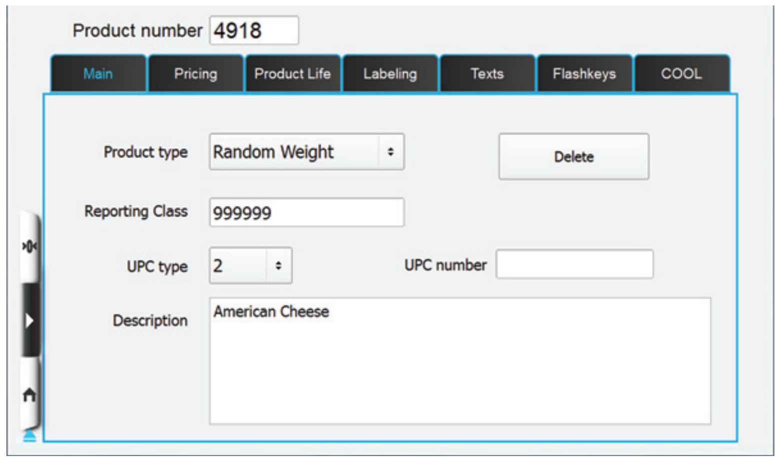
50. TOUCH the Default COOL text field and SELECT the default COOL text.
51. TOUCH the Full view button to display the full default COOL text if it is longer than one line. This button toggles to Exit view.
52. TOUCH the Delete text button to delete the selected Default COOL text if desired.
53. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Deleting a Product

You can delete products from the database at any time. Be sure to review the topic *Understanding the Product Changes Subsection* in this chapter.

To delete a Product from the PLU database:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.



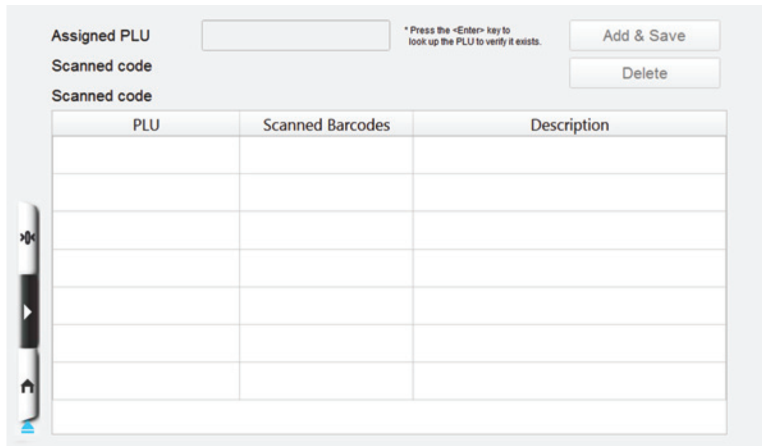
2. TOUCH the Product number field and TYPE the Product number you wish to delete.
3. TOUCH the Delete box.
4. TOUCH OK to delete the Product number and permanently remove the PLU from memory.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Adding a Scanned PLU Barcode

The Self-Service Scale has a barcode scanner that is used to scan in the product instead of entering a PLU number. You can add a barcode associated to a PLU. Ensure that the PLU number exists in the scale database before adding in a scanned barcode.

To add a scanned PLU barcode:

1. From the ***Supervisor Pages Box*** SUPPORT RECORDS subsection, TOUCH Scanner Codes. You should now be on the ***Scanner Codes Screen***.



2. Scan the barcode using the scanner that is attached to the scale. The scanned number will appear next to Scanned code on the screen.
3. TOUCH the Assigned PLU field and TYPE the PLU number.

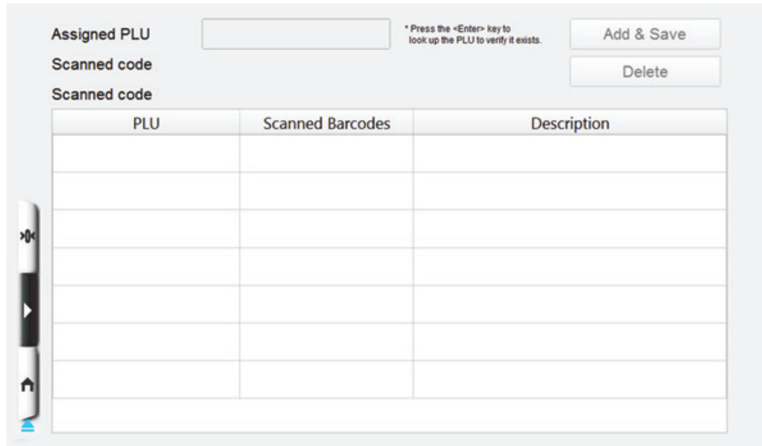
NOTE: If the PLU does not exist in the scale database, the description will not appear. Product information can be added at a later time. Until the PLU is in the scale database, the scale will not recognize the barcode when scanned in self-serve mode.

4. TOUCH the Add & Save button to save the barcode to the PLU.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Deleting a Scanned PLU Barcode

To delete a scanned PLU barcode:

1. From the ***Supervisor Pages Box*** SUPPORT RECORDS subsection, TOUCH Scanner Codes. You should now be on the ***Scanner Codes Screen***.



2. Find the barcode to be deleted and TOUCH the barcode in the list. The item should highlight to indicate it has been selected.
3. TOUCH the Delete box.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Modifying Product Information

This topic deals with modifying the information in your database. If you need a refresher on any part of the Product changes function, see *Understanding the Product Changes Subsection* in this chapter.

The types of actions you may perform are discussed in the following topics:

- *Modifying Prices*
- *Modifying Shelf/Product Life*
- *Modifying Tare*
- *Modifying Class*

Modifying Prices

You can change one price field or all price fields. There are several types of price change options. They are discussed in the next topics:

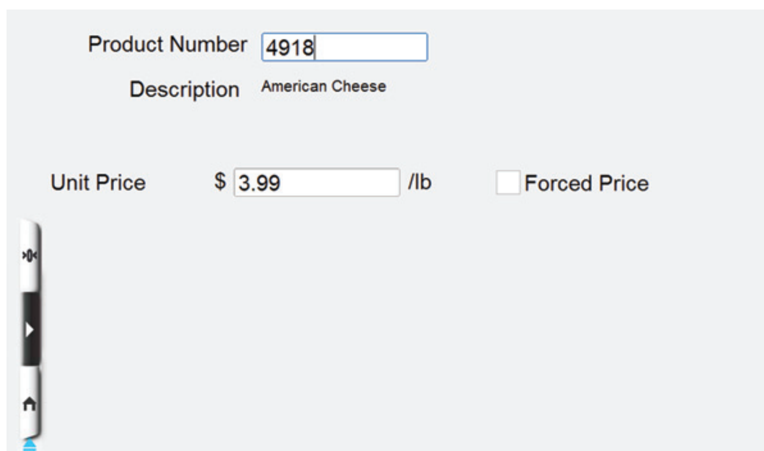
- *Changing the Unit Price*
- *Changing Price Fields*

Changing the Unit Price

The flexibility of the HT Scale System provides you with several ways to change a Unit price.

To change the Unit price:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Unit Price. You should now be on the ***Unit Price Screen***.



2. TOUCH the Product number field and TYPE the Product number to change.
3. Verify the Description of the product you want to edit.
4. TOUCH the Unit price field and TYPE the new Unit price.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

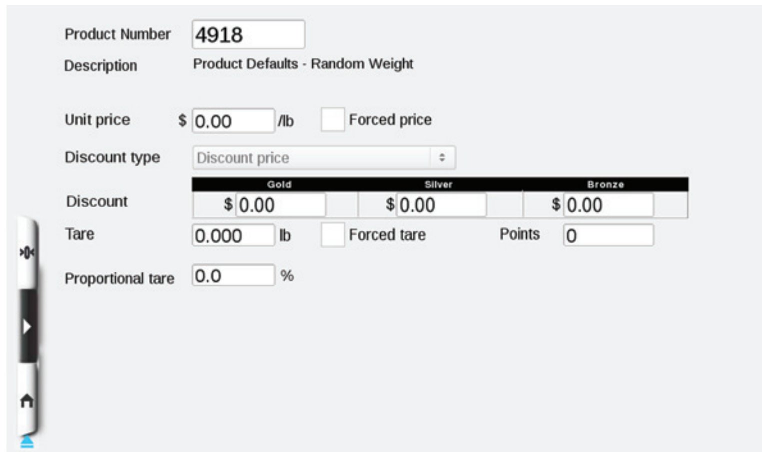
NOTE: Selecting the Forced Price box will cause the scale to prompt you for a price when the PLU is entered in operate mode.

Changing Price Fields

You have the option in the HT Scale System to change all price-related fields at once, either on the Product Changes Menu or the Product Changes Screens.

To change all Price fields:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Price Fields. You should now be on the ***Price Fields Screen***.



2. TOUCH the Product number field and TYPE the Product number you wish to edit.
3. Verify the Description of the product you want to edit.

NOTE: The screen that appears after entering the PLU number will vary depending on the Product type of the PLU that is being changed.

4. Use the chart to make the changes required.

To Change	Do This
Unit price	TOUCH the Unit price box and TYPE the Unit price value –OR– TOUCH the Forced price check box.
Discount (Gold, Silver or Bronze)	TOUCH the Discount box and TYPE the discount value.
Points	TOUCH the Points box and TYPE the Points value.
Tare (Random Weight PLU’s)	TOUCH the Tare box and TYPE the Tare value –OR– TOUCH the Forced tare check box.
Proportional tare	TOUCH the Proportional tare field and type the percentage of tare for individually wrapped items.

5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Modifying Shelf/Product Life

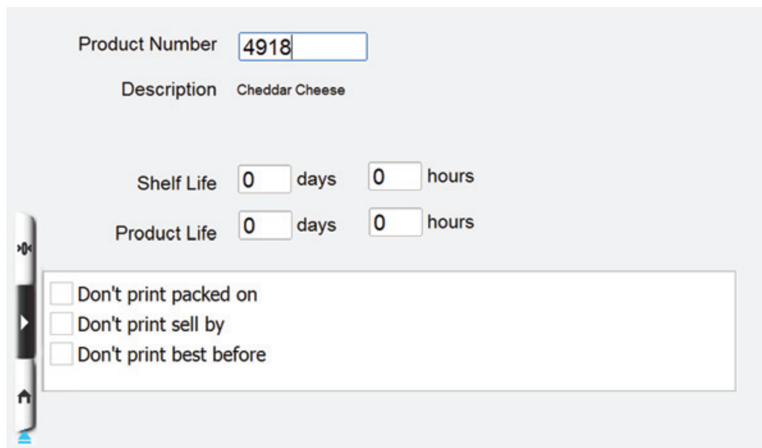
The following procedures show you how to change the Shelf and Product life of a product.

The Product life is the number of days before a perishable product should be consumed or frozen (e.g., Use By, Freeze By or Best Before).

The Shelf life is the number of days that a perishable product may stay on the shelf.

To modify Shelf life and/or Product life:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Shelf Life. You should now be on the ***Shelf Life Screen***.



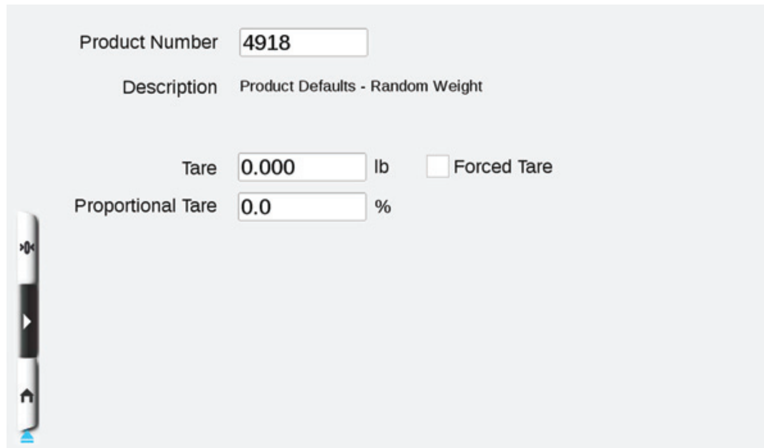
2. TOUCH the Product number field and TYPE the Product number you wish to edit.
3. Verify the Description of the product you want to change.
4. TOUCH the Shelf life days or hours field. Use the Shelf life days and hours fields to set a length of time the product can safely remain on shelf. Hours may be used for short life products.
5. TYPE the Shelf life value in days or hours.
6. TOUCH the Product life days or hours field. Use the Product life days and hours fields to set a length of time the product can safely remain on shelf. Hours may be used for short life products if the label type allows hours to be displayed.
7. TYPE the Product life value in days or hours.
8. TOUCH the Don’t print check boxes if these features are not to be printed on the label.
9. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Modifying Tare

The following procedures show you how to change the Tare value set to a product.

To modify Tare:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Tare. You should now be on the ***Tare Screen***.



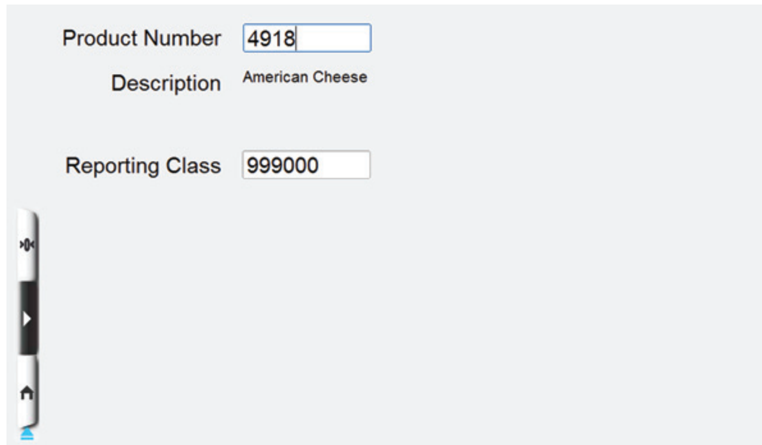
2. TOUCH the Product number field and TYPE the Product number you wish to edit. TOUCH Enter
3. Verify the Description of the product you want to change.
4. TOUCH the Tare value box and TYPE the tare value and TOUCH Enter
   –OR– TOUCH the Forced tare check box.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Modifying Class

The following procedures show you how to change the Class of a product.

To modify Class:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH Class Changes. You should now be on the ***Class Changes Screen***.



2. TOUCH the Product number field and TYPE the Product number you wish to edit.
3. Verify the Description of the product you want to change.
4. TOUCH the Reporting class field and TYPE the class number.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Support Files

You will work with Support Files to create, copy, edit, use and delete Expanded text and Special message. The following topics explain:

- *Understanding Support Files*
- *Setting Up Product Text*
- *Setting Up Nutrifacts*

Understanding Support Files

Support Files are where the information is stored in the database for certain text fields that appear on your label. Support Files consist of Special messages, Product notes, Nutrifacts, Product Marquee, Expanded text, Recipes, Allergens, Suggestive Selling, and Cooking Instructions.

Expanded text, Recipes, Allergens, Suggestive Selling, and Cooking Instructions are additional text fields that can be used for recipes, ingredients, safe handling instructions, etc.

The Special message text field can be used for messages that are of special interest to your customer.

Product notes is used for product information for the Operator only and will not print on the label.

Product Marquee is a message that displays in the marquee area on the customer display for that product.

Nutrifacts contain nutritional information, such as serving size, calories, total fat and vitamin content.

Support File Functions

The following table explains the commands that are available when you are setting up Support Files.

Command Value	Function
New	Makes new Product text.
Use	Allows you to use the same text for more than one PLU, thus reducing memory requirements.
Copy and Edit	Copies text and format from another PLU, allows you to make changes to it, and saves it as a separate file.
Delete	Permanently removes Product text and Special message from the database's memory for the current PLU.
Delete All	Permanently removes Product text and Special message from the database's memory for all PLU's linked to the current text.

Setting Up Product Text

Product text applies to Expanded text, Special messages, Product notes, Cooking Instructions, Allergens, Suggestive Selling, Recipes, and Product Marquee. The same steps are used to create, use, copy, edit, and delete each of these.

NOTE: Expanded text is being used as the example for this procedure.

The field for nutrifacts is covered in the section *Setting Up Nutrifacts*.

You may perform the following steps:

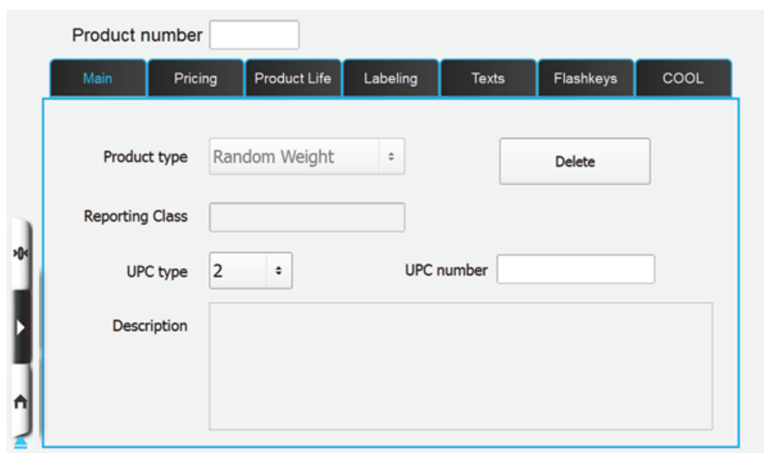
- *Creating Product Text*
- *Using Product Text*
- *Copying and Editing Product Text*
- *Deleting Product Text*

Creating Product Text

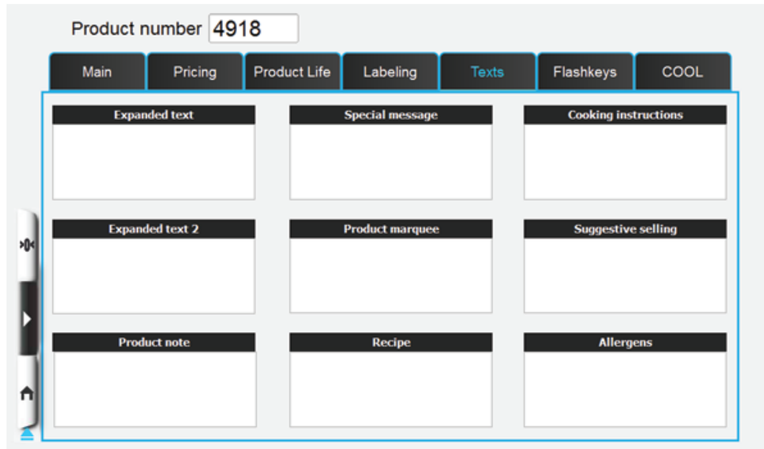
Product text can be created for any PLU.

To create any Product text:

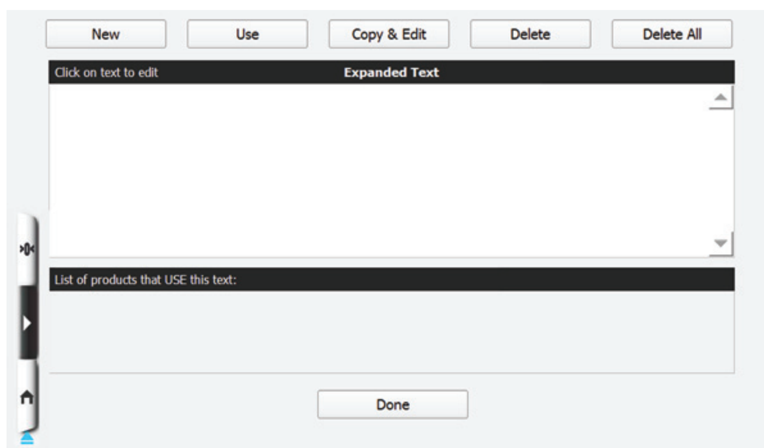
1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.



2. TOUCH the Product number field and TYPE the Product number you wish to create expanded text for.
3. TOUCH the Texts tab. You should now be on the ***Product Changes Texts Tab Screen***.

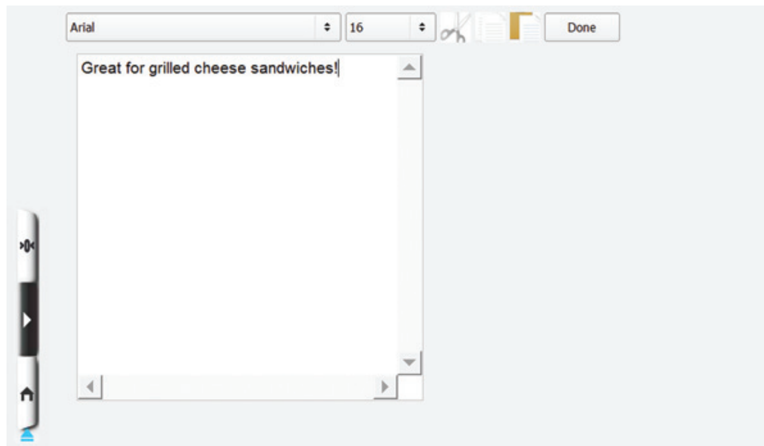


4. TOUCH any Product text field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



NOTE: The Text Editor Selection Screen allows you to create new text, use existing text, copy and edit existing text, delete text for one or all linked PLU's and shows what other products, if any, use this expanded text.

5. To create new text, TOUCH New. The ***Text Editor Screen*** will then appear. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



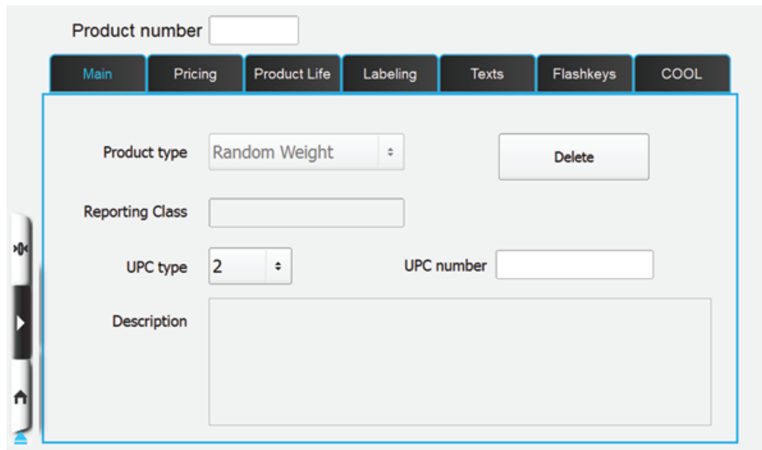
6. TYPE the new Product text.
7. TOUCH Done on the Text Editor Screen. You should now be on the ***Text Editor Selection Screen*** and the information that you entered should appear.
8. TOUCH Done. You should now be on the ***Product Changes Texts Tab Screen*** and the information that you entered should appear in the Product text field.
9. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Using Product Text

This selection enables you to use the same Product text for numerous PLU's. This is especially helpful in reducing the amount of memory that is required to store the information.

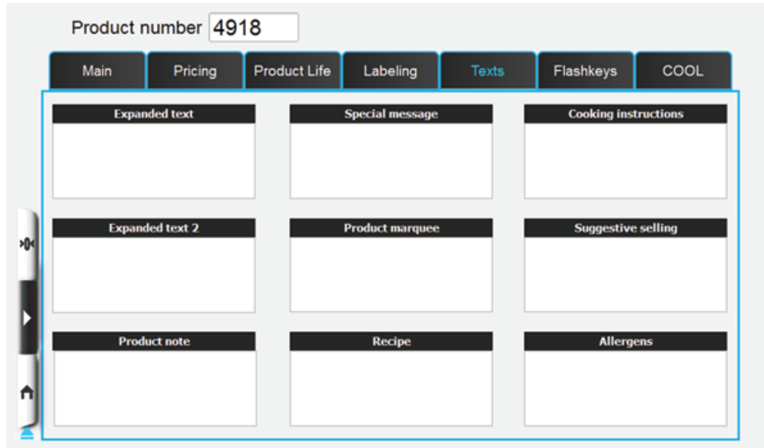
To use any Product text:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.

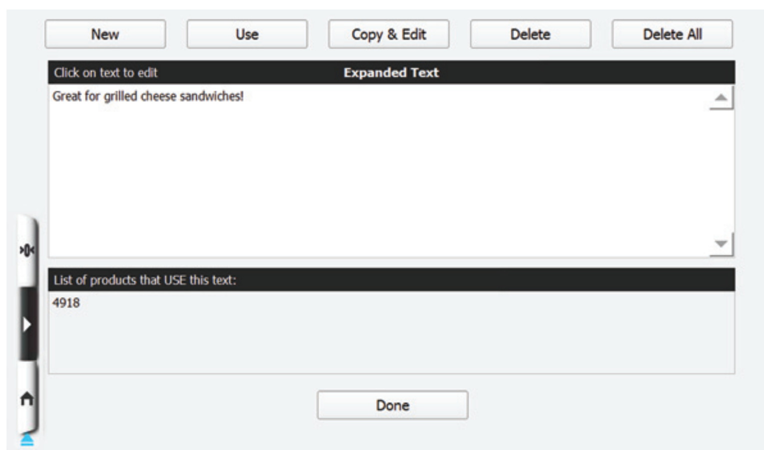


2. TOUCH The Product number field and TYPE the new Product number.

3. TOUCH the Texts Tab. You should now be on the ***Product Changes Texts Tab Screen***.



4. TOUCH any Product text field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



5. To use existing product text, TOUCH Use. A screen will appear and ask you for the Product number to use Product text from.
6. TYPE the product number that has the text you would like to use with this PLU.
7. TOUCH ENTER. You should now be on the ***Text Editor Selection Screen***.

NOTE: A list of the PLU's that are linked with this Product text are listed at the bottom of the screen.

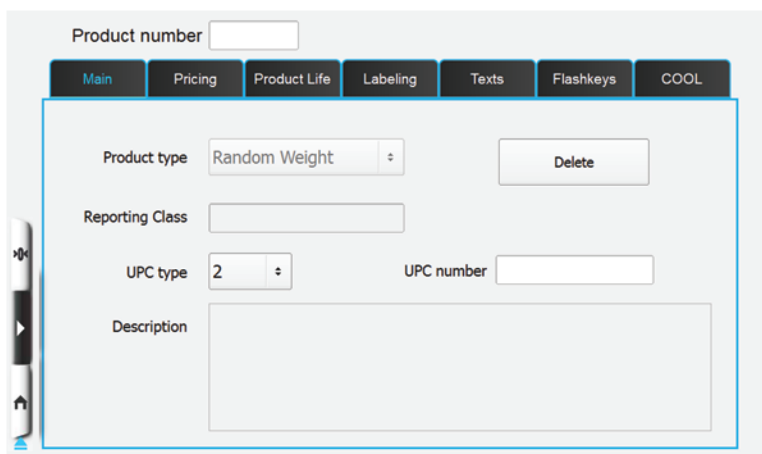
8. TOUCH Done to save the information to the database. You should now be on the ***Product Changes Text Tab*** and the information that you entered should appear in the Product text field.
9. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Copying and Editing Product Text

This function enables you to copy and edit Product text from another PLU. You can make changes to it and save it as a separate Product text file.

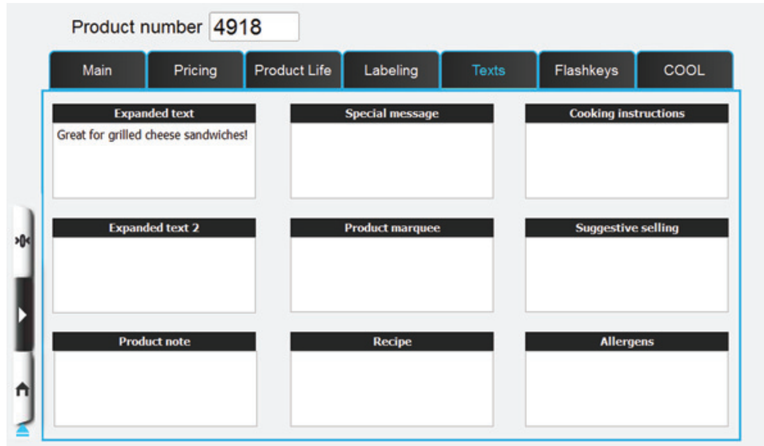
To copy and edit any Product text:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.

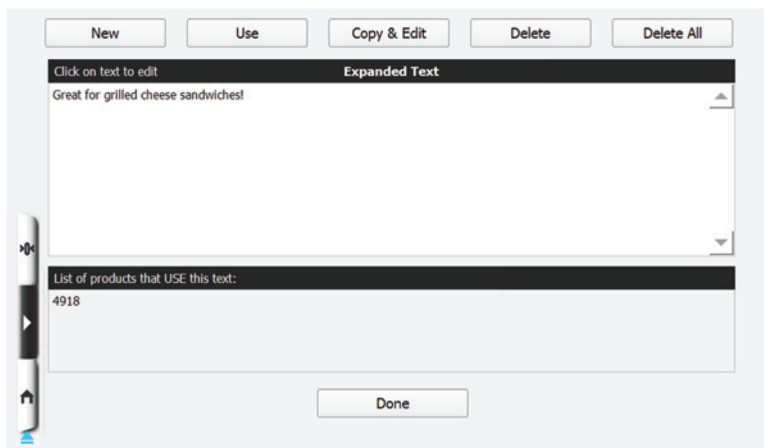


2. TOUCH the Product number field and TYPE the new Product number in the Product number field.

3. TOUCH the Texts tab. You should now be on the ***Product Changes Texts Tab Screen***.



4. TOUCH any Product text field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



NOTE: If all of the Product text information is used on another PLU, TOUCH Use, instead of Copy & Edit as indicated in the step below, to reduce the database memory requirements.

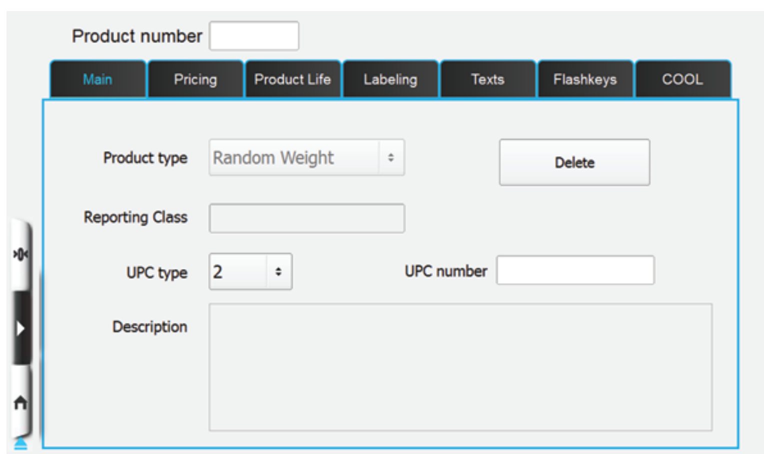
5. To copy and edit existing text, TOUCH Copy & Edit. A screen will appear and ask you for the Product number to Copy & Edit Product text from.
6. TYPE the product number that has the text you wish to copy for use with this PLU.
7. TOUCH Enter. You should now be on the ***Text Editor Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.
8. Edit the text as needed.
9. TOUCH Done on the Text Editor Screen. You should now be on the ***Text Editor Selection Screen*** and the information that you entered should appear.
10. TOUCH Done. You should now be on the ***Product Changes Texts Tab Screen*** and the information that you entered should appear in the Product text field.
11. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Deleting Product Text

This selection permanently removes Product text from the database.

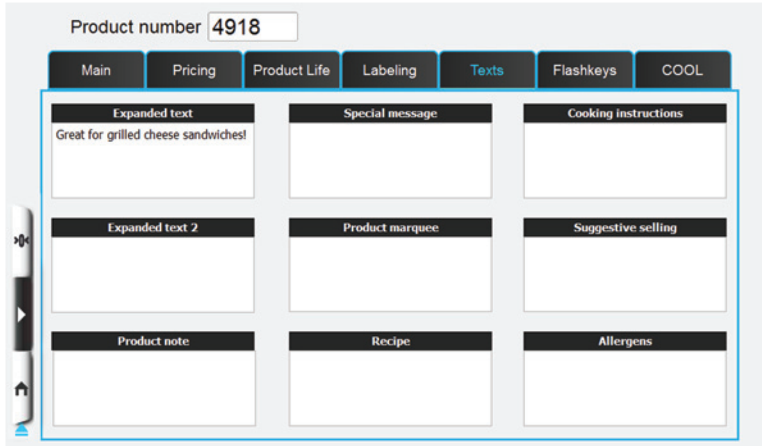
To delete any Product text:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.

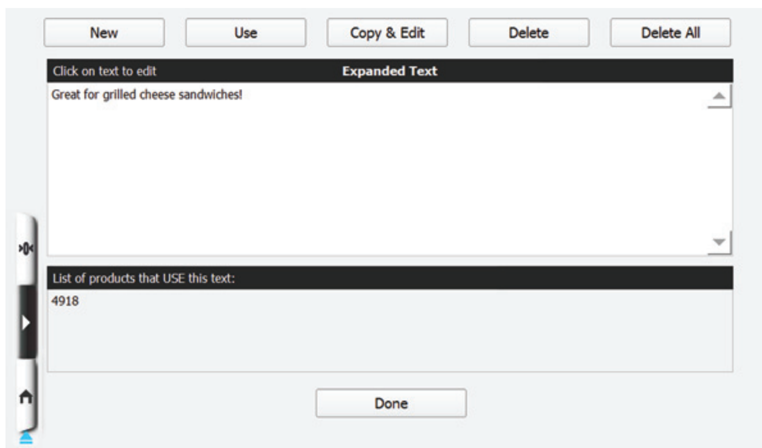


2. TOUCH the Product number field and TYPE the Product number in the Product number field.

3. TOUCH the Texts Tab. You should now be on the ***Product Changes Texts Tab Screen***.



4. TOUCH any Product text field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



5. To delete the existing Product text from this PLU, TOUCH Delete.
   –OR–To delete the existing Product text from all PLU's linked to this text, TOUCH Delete All.
6. TOUCH Done. You should now be on the ***Product Changes Texts Tab Screen*** and the Product text field should be empty.
7. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Nutrifacts

You may perform the following steps:

- *Creating Nutrifacts*
- *Using Nutrifacts*
- *Copying and Editing Nutrifacts*
- *Deleting Nutrifacts*

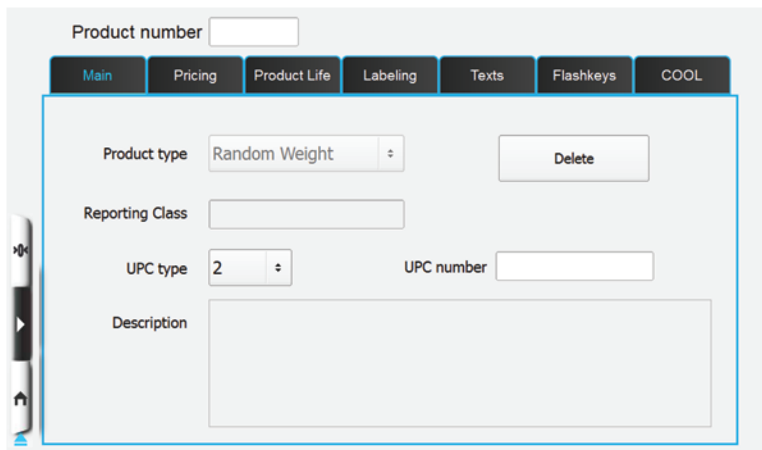
NOTE: The fields for nutrifacts will only be available if the label type allows Nutrifacts.

Creating Nutrifacts

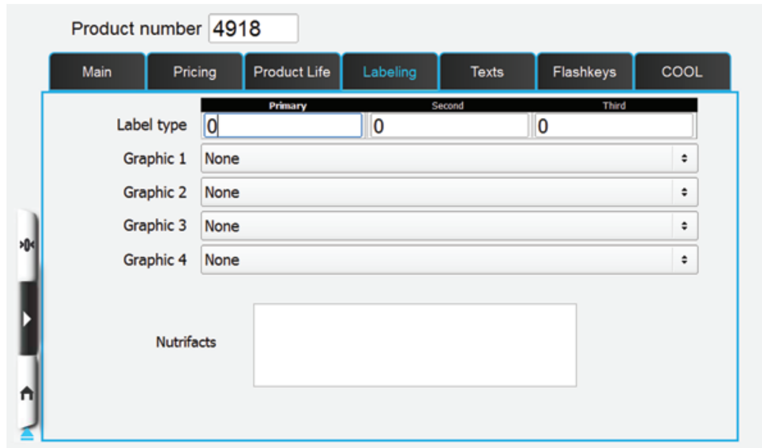
Nutrifacts can be created for any PLU.

To create Nutrifacts:

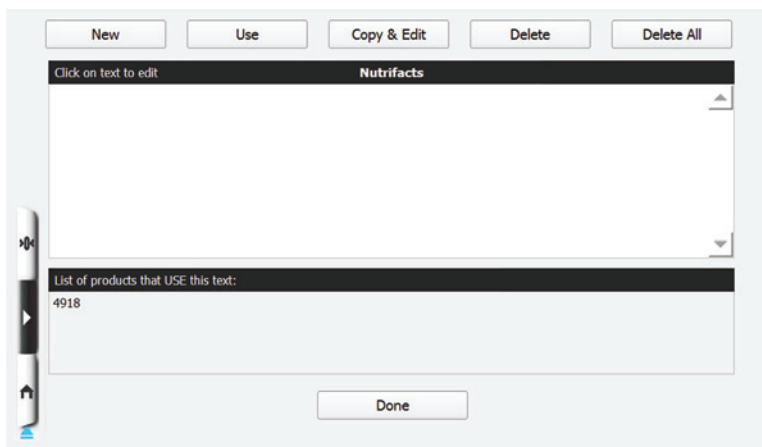
1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.



2. TOUCH the Product number field and TYPE the Product number you wish to create nutrifacts for. TOUCH Enter.
3. TOUCH the Labeling tab. You should now be on the ***Product Changes Labeling Tab Screen***.



4. TOUCH the Nutrifacts field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.

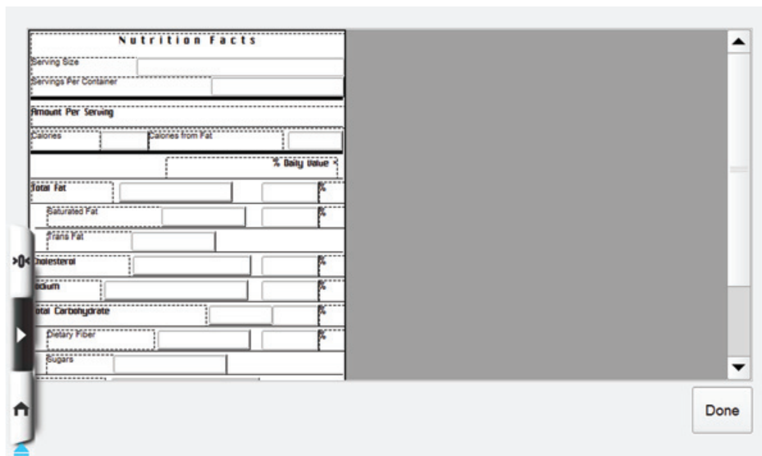


NOTE: The Text Editor Selection Screen allows you to create new text, use existing text, copy and edit existing text, delete text for one or all linked PLU's and shows what other products, if any, use this nutrifacts text.

NOTE: A Label for Nutrifacts must be assigned to make this available.

NOTE: When entering numbers or text you may find it more convenient to use a USB keyboard rather than touching the screen. This is especially useful when entering large amounts of data or performing repetitive operations.

5. To create new text, TOUCH New. The ***Nutrifacts Editor Screen*** will then appear.



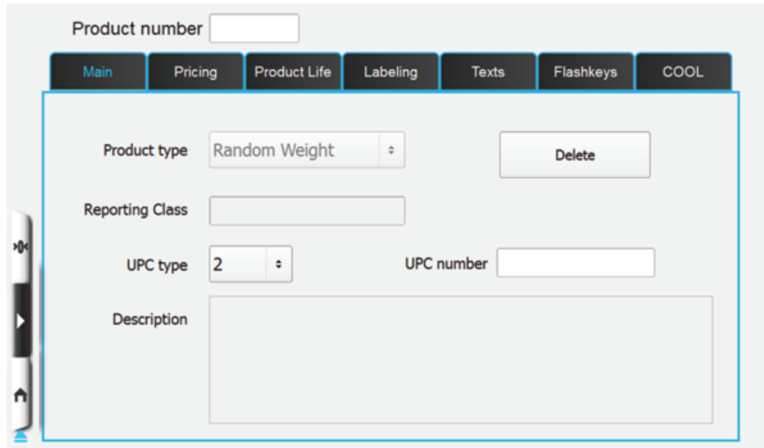
6. TOUCH the field that you want to edit.
7. Enter the data and then TOUCH the next field.
8. Repeat step 7 for all Nutrifacts fields.
9. TOUCH Done to save the information to the database.
10. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Using Nutrifacts

This selection enables you to use the same Nutrifacts for numerous PLU's. This is especially helpful in reducing the amount of memory that is required to store the information.

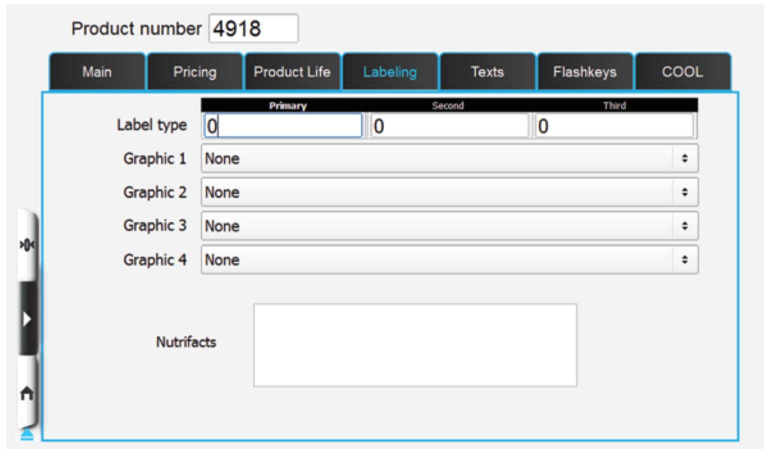
To use Nutrifacts:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.

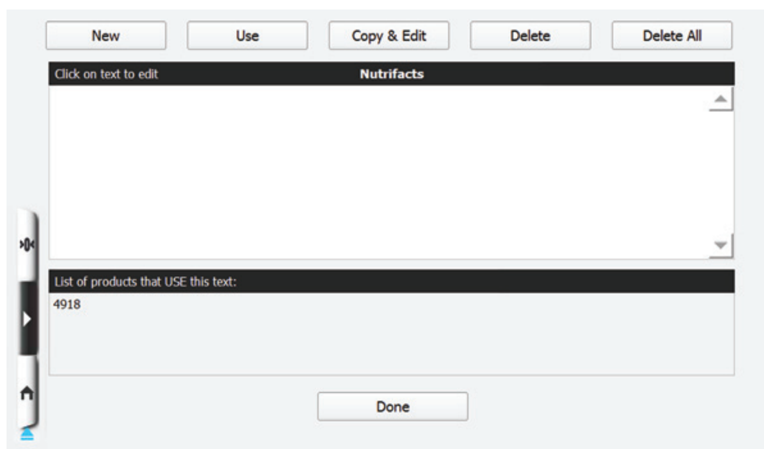


2. TOUCH The Product number field and TYPE the new Product number. TOUCH Enter.

3. TOUCH the Labeling tab. You should now be on the ***Product Changes Labeling Tab Screen***.



4. TOUCH the Nutrifacts field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



5. To use existing nutrifacts, TOUCH Use. A screen will appear and ask you for the Product number to use Nutrifacts from.
6. TYPE the product number that has the nutrifacts you would like to use with this PLU.
7. TOUCH Enter. You should now be on the ***Text Editor Selection Screen***.

NOTE: A list of the PLU's that are linked with this Nutrifact are listed at the bottom of the screen.

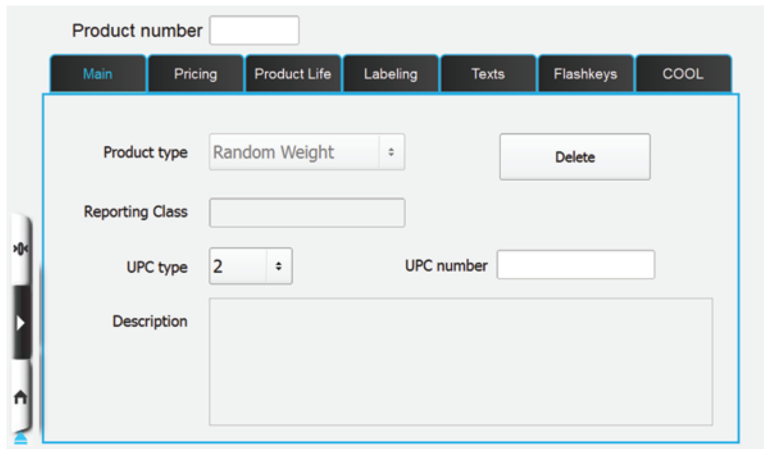
8. TOUCH Done to save the information to the database.
9. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Copying and Editing Nutrifacts

This function enables you to copy and edit Nutrifacts from another PLU. You can make changes to it and save it as a separate Nutrifacts file.

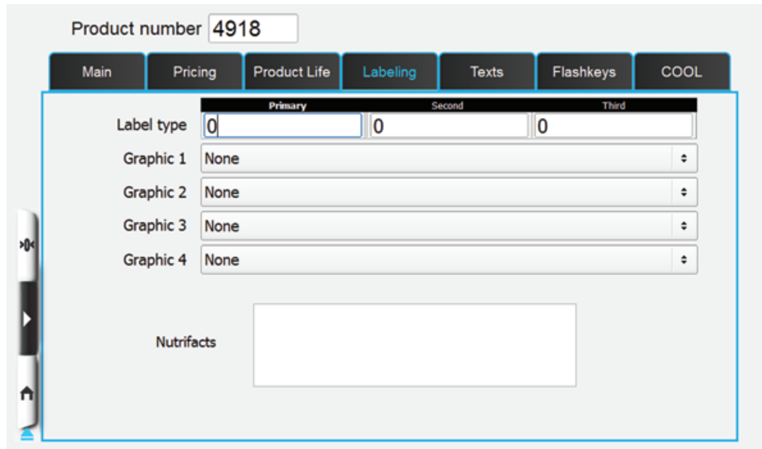
To copy and edit Nutrifacts:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.

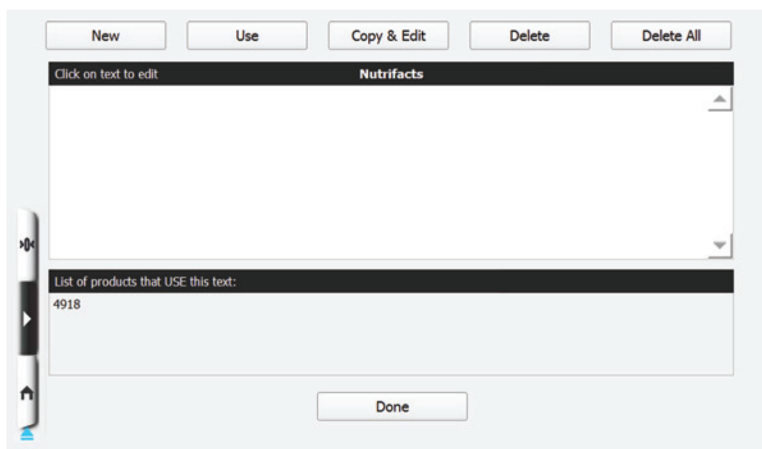


2. TOUCH the Product number field and TYPE the new Product number in the Product number field. TOUCH Enter.

3. TOUCH the Labeling tab. You should now be on the ***Product Changes Labeling Tab Screen***.



4. TOUCH the Nutrifacts field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



NOTE: If all of the Nutrifacts information is used on another PLU, TOUCH Use, instead of Copy & Edit as indicated in the step below, to reduce the database memory requirements.

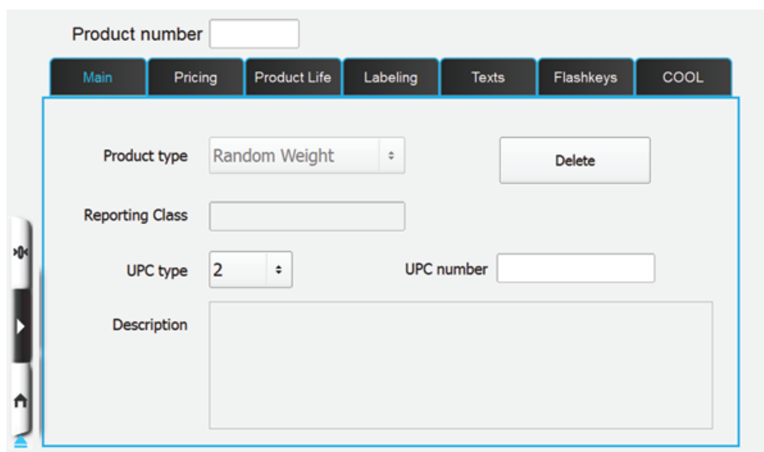
5. To copy and edit existing nutrifacts, TOUCH Copy & Edit. A screen will appear and ask you for the Product number to Copy & Edit Nutrifacts from.
6. TYPE the product number that has the text you wish to copy for use with this PLU.
7. TOUCH Enter. You should now be on the ***Text Editor Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.
8. Edit the text as needed as described in *Creating Nutrifacts*.
9. TOUCH Done on the Text Editor Screen. You should now be on the ***Text Editor Selection Screen*** and the information that you entered should appear.
10. TOUCH Done.
11. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Deleting Nutrifacts

This selection permanently removes Nutrifacts from the database.

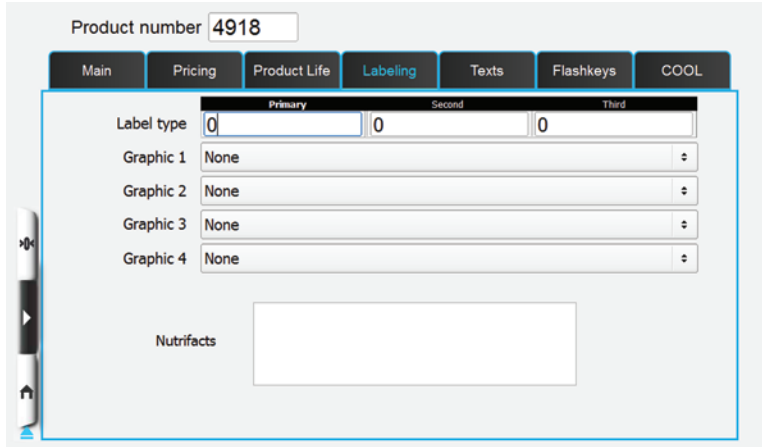
To delete Nutrifacts:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.

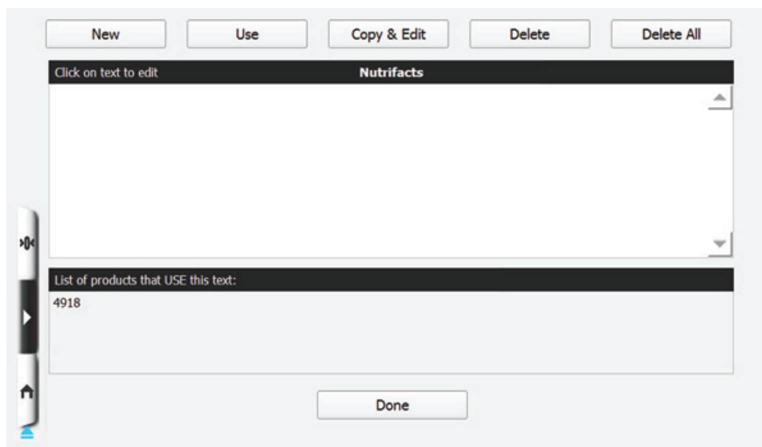


2. TOUCH the Product number field and TYPE the Product number in the Product number field. TOUCH Enter.

3. TOUCH the Labeling tab. You should now be on the ***Product Changes Labeling Tab Screen***.



4. TOUCH the Nutrifacts field. You should now be on the ***Text Editor Selection Screen***. Refer to *Using the Text Editor* in *Appendix A* for more information on how to use the text editor.



5. To delete the existing Nutrifacts from this PLU, TOUCH Delete.
   –OR– To delete the existing Nutrifacts from all PLU's linked to this text, TOUCH Delete All.
6. TOUCH Done.
7. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Chapter 5: Merchandising Programs

Merchandising Programs

A Merchandising Program, often referred to as a Frequent Shopper Program, is used to set up product discount pricing data in your HT Scale System. You start at the Supervisor Menu and, select a specific PLU. You next select the Discount type and then type in the discount value.

The Discount type options are listed below:

Discount Type

- Cents off
- Discount price
- Percent off
- Advertised price
- Percent added
- Package discount

Merchandising Programs vary, some having more options than others. Your program may not have the 3-tier value field option (Gold/Silver/Bronze). Instructions are provided for entering discount pricing data for these different situations.

NOTE: Contact your local Hobart Sales Representative to help set up these programs.

Setting Up Your Scale for Merchandising Program

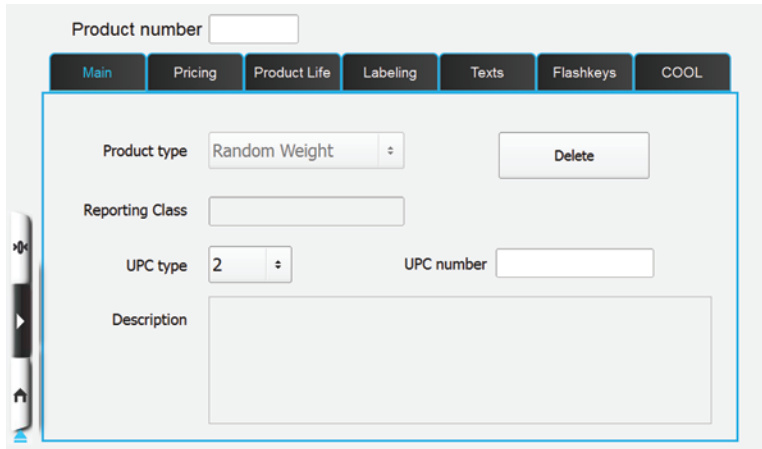
Add a Custom Label Type to enable merchandising fields. Refer to *Custom Label Types* in *Chapter 3: Setting Up Your System* for more information. Use the following chart to determine what Discount type to use.

Discount Type	Description
Cents off	Use this option to take a specific amount off the Unit price.
Discount price	Use this option to set a discount price for a product.
Percent off	Use this option to take a set percentage off the Total price.
Advertised price	Use this option when a product is put on sale and all customers receive the discounted price.
Percent added	Use this option to add a set percentage to the Total price.
Package discount	Use this option to set a discount for the package Total price.

Setting Up For a Specific PLU

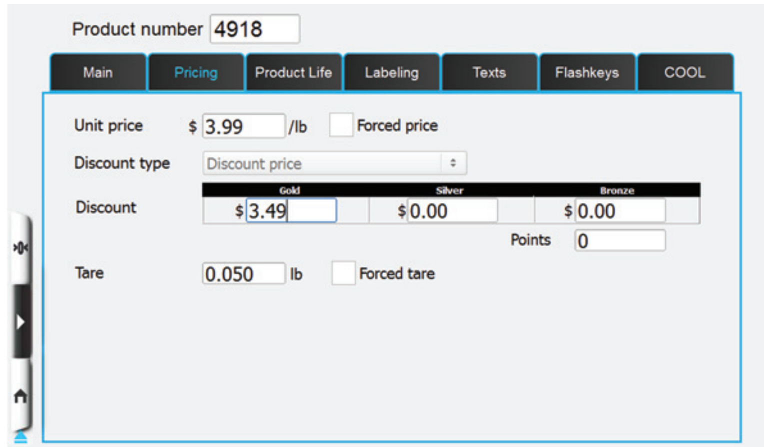
To enter discount pricing data for a specific PLU:

1. From the ***Supervisor Pages Box*** PRODUCT CHANGES Subsection, TOUCH All Fields. You should now be on the ***Product Changes Main Tab Screen***.



NOTE: Discount-type options are dependent on system configuration.

2. TOUCH the Product number field and TYPE the Product number.
3. TOUCH the Pricing tab. You should now be on the ***Product Changes Pricing Tab Screen***.



4. TOUCH the Discount type drop-down menu and SELECT the Discount type.

NOTE: A % or $ sign will appear next to the Value fields, depending on the Discount type selected.

NOTE: If you do not use the 3-tier Value field option (Gold/Silver/Bronze), use the Gold Value field to type in your discount value.

5. TOUCH the Value fields and TYPE the discount value.
6. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting Up Customer Display Slideshow and Playlist

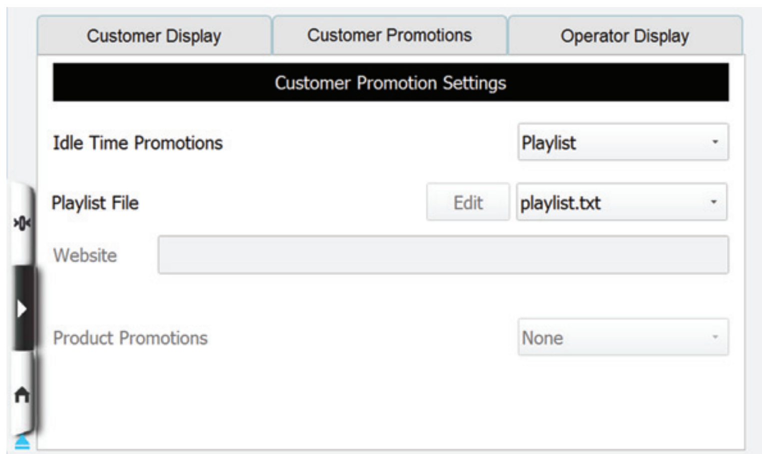
The Customer Display can be used to increase sales and inform the customer of product information and in-store promotions. Videos and slideshows can be made to display on the screen to convey this information. For more information about loading vidoes and slideshows see Chapter 8: Backup & Restore.

NOTE: HTs models will not play video files. If a video file is included in the playlist, the video will be skipped.

To access the Customer Display Options:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Display Options. You should now see the ***Display Options Screen***.
2. TOUCH the Customer Promotions tab.

TOUCH the Customer Promotions tab.



3. TOUCH the Edit button. Follow the directions shown.
   - All lines started with a "#" character are considered comments only.
   - This files name must be a text only file saved with a filename in Windows extended format using the extension of .txt; <filename.txt>.
   - The filename can only consist of the lower case characters a - z, 0 - 9, and the special character "_" (underline).
   - The filename used to save a completed playlist should be the filename configured in the scales you wish the playlist to be applied to.
   - The total size of all files contained in this playlist cannot exceed 1.5Gbytes.
   - All filenames used to describe video, image, or audio files must be in Windows extended format only using lowercase characters a - z, 0 - 9, and the special character "_" (underline).

Make sure you follow the instructions for each of the three (3) sections of this template.

Video & Slideshows

NOTE: HTs models will not play audio or video files.

NOTE: Contact your Hobart Sales Representative for a list of compatible video, audio, and image file types.

VIDEO Section

Make sure each video is preceded with the word video followed with a unique number from 1 to 99 and surrounded in brackets [].

[video1]
video.mp4

SLIDE SHOW Section

Make sure each slide show is preceded with the word slideshow followed with a unique number 1 to 99 surrounded by brackets [], and consisting of the following on separate lines:

The audio filename to play during this slide show proceeded with the text "audio=".

The time, in seconds, to display each image in the slide show proceeded with the text "delay=".

The filenames, one per line, of each image to be used in this slide show listed in the order they are to be displayed.

[slideshow1]
audio=music
delay=30
image1.jpg
image2.jpg
image3.jpg
image4.jpg

PLAY LIST Section

Make sure the first line is the word playlist surrounded by brackets [].

List the previously defined video and slide shows in the order they are to be played one per line.

[playlist]

Here is an example that would play slideshow 1, then video 1, then slideshow 2, then video 2

slideshow1
video1
slideshow2
video2

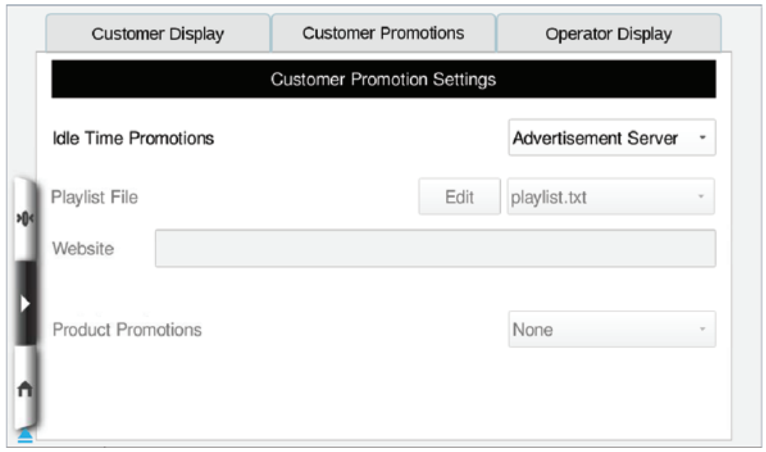
Stream Customer Promotions via Web

Setting up Customer via web server

If the feature is installed:

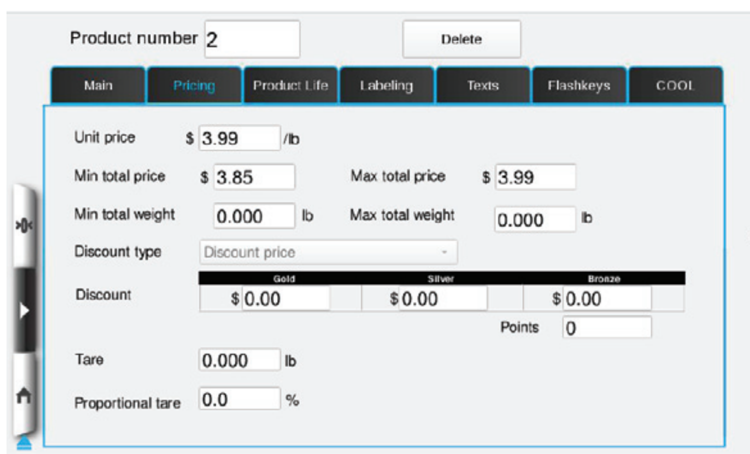
1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Display Options. You should now see the ***Display Options Screen***.
2. TOUCH the Customer Promotions tab.

NOTE: Ensure "Idle Time Promotions" field is set to "Advertisement Server".



Setting Up Pick 5

1. From the ***Supervisor Pages Box***, TOUCH All Fields.
2. Enter the PLU.
3. Under the Pricing tab, enter the Pick 5 parameters (either price range or weight range, or both). Populating these parameters will designate the item as a Pick 5 item.

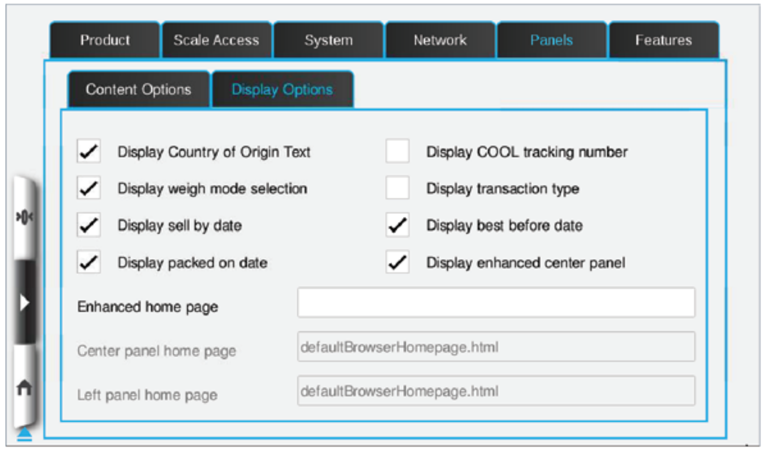


Enable DeliGo

DeliGo™ Enables the integration of various key department web applications to manage incoming orders.

To Enable DeiGo web integration

1. Navigate to the Supervisor pages.
2. Select Normal Options, then select Panels. The Display Options screen will appear.



3. Select "Display enhanced center panel".
4. Enter URL address for web application. Operation can now interact with internal store web application.

Chapter 6: Configuring a Barcode

Configuring a Barcode

This feature is controlled by the system configuration and the Custom Label Type you use. The information entered into the scale configuration is used to determine what fields display on the Product Default Values Screen.

The following topics are covered in this section:

- *Understanding EAN Configuration*
- *Setting Up Your System for EAN Barcodes*

Understanding EAN Configuration

The EAN barcode is based on the 12-digit UPC Code and is widely used in international markets. The extra character in an EAN barcode creates more flexibility in pricing (e.g., $999.99). EAN uses numeric data only in the barcode. The *EAN Format String* uses a series of characters to represent the data that will actually be in the barcode. It is this format string that you use to determine how your barcodes will be set up in your system.

A total of 12 digits is available for in-store use. The setup of these 12 digits is entirely at the discretion of the retailer. The 13th digit is the Check Digit, which is in the rightmost position on every EAN barcode. The EAN system is intended to give retailers maximum flexibility to include any non-standard codes which may be required.

Determining EAN For Your System

Each PLU product type in the system is configurable to an EAN barcode format:

- Random Weight
- Fixed Weight
- By Count
- Fluid Ounce

Discuss with your Hobart Sales Representative how you want to set up Random Weight, Fixed Weight, By Count and Fluid Ounce configurations.

Here is an example of an EAN barcode. The following subtopics, *EAN and GS1 Format String* and *EAN Conditions*, explain how the EAN barcode is configured. Your Hobart Representative will assist you in determining how to set up your configuration.

5 1 4 2 2 9 5 0 0 0 5 9 6

[.X…….character symbols…C.]

EAN and GS1 Format String

This table shows which type of data is represented by which character and the maximum number of positions available for that data. EAN barcodes have a max of 12 digits, EAN128C can have a max of 17 digits, GS1 has a max of 13 digits and requires a number in the first digit, AI (Application Identifier) has a max of 13 digits and does not allow a prefix.

Character Symbol	Barcode Position	Type of Data	Max. Digits
X	1 (required) - 2	Prefix	2
W	2-17	Weight	5
w	2-17	Weight Check Digit	1
P	2-17	Price	7
p	2-17	Price Check Digit	1
E	2-17	EAN Code	10
N	2-17	Product Number	6
V	2-17	Vendor Number	6
Q	2-17	By-Count Quantity	2
B	2-13	Best Before Date (AI Only)	6
C	2-13	Sell by date (AI Only)	6
D	2-13	Date Time - Production (AI Only)	12

EAN Conditions

The first character in the EAN Format String is always an X for the number system or a fixed digit from 0 to 9. If the first character in the format string is X, you can set a default prefix number for a Custom Label Type.

The last character in the format string (13^{th} position) is always the check digit.

Any combination can be used for the remaining eleven characters (positions 2 through 12); however, they must comply with the following conditions:

- Any data field, with the exception of fixed numbers, must be continuous.
- The Price Check Digit, lower case ‘p’, is only allowed if there is a price field of 4 or 5 digits entered before or after the Price Check Digit.
- The Weight Check Digit, lower case ‘w’, will only be allowed if there is a weight field of 4 to 5 digits entered before or after the Weight Check Digit.
- If the value of the weight or total price for a transaction exceeds the number of digits configured, no EAN barcode is printed for the transaction.
- If the value of the EAN code is larger than the number of digits configured, then the right most digits are truncated.
- If the value of the EAN code is shorter than the number of digits configured, the EAN code is padded with leading zeros.
- No format string is allowed to incorporate both an EAN code ‘E’ field and either a Vendor Number ‘V’ field or Product Number ‘N’ field.
- If, during download of a database from an external scale communication software, the prefix is not sent and this is a new PLU, then the default EAN prefix is used based on the PLU type and the presence of prefix digits in the corresponding format string.

EAN13 Methods

The Barcode examples below show how the EAN13 Barcode is used for Weight, Price, Vendor/Product Number and By-Count.

WEIGHT

X X E E E E E WWWWW C
2 Prefix Digit
5 EAN Code
5 Weight
1 Check Digit

X X E E E E E E WWWW C
2 Prefix Digit
6 EAN Code
4 Weight
1 Check Digit

X E E E E E E WWWWW C
1 Prefix Digit
6 EAN Code
5 Weight
1 Check Digit

X X E E E E E wWWWW C
2 Prefix Digit
5 EAN Code
1 Weight Check Digit
4 Weight
1 Check Digit

PRICE

X X E E E E E P P P P P C
2 Prefix Digit
5 EAN Code
5 Price
1 Check Digit

X E E E E E E P P P P P C
1 Prefix Digit
6 EAN Code
5 Price
1 Check Digit

VENDOR/PRODUCT NUMBER

X V V V V V V N N N N N C
1 Prefix Digit
6 Vendor Number
5 Product Number
1 Check Digit

X X E E E E E E P P P P C
2 Prefix Digit
6 EAN Code
4 Price
1 Check Digit

X X E E E E E p P P P P C
2 Prefix Digit
5 EAN Code
1 Price Check Digit
4 Price
1 Check Digit

BY COUNT

X X E E E E Q Q P P P P C
2 Prefix Digit
4 EAN Code
2 By Count Quantity
4 Price
1 Check Digit

Setting Up Your System for EAN Barcodes

The following sections explain how to set up your EAN barcodes:

- *Setting the EAN Format String*
- *Setting the EAN Default Prefix*

NOTE: Custom EAN and GS1 label types must be ordered through Hobart at the following website.

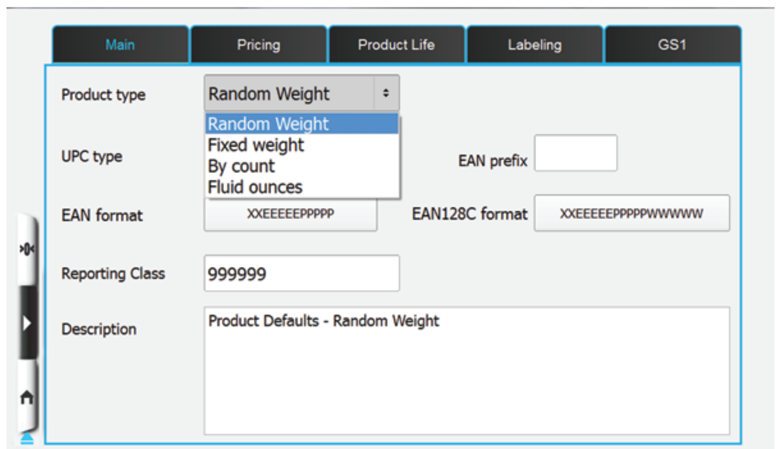
http://www.hobartcorp.com/products/weigh-wrap/custom-label-types

Setting the EAN Format String

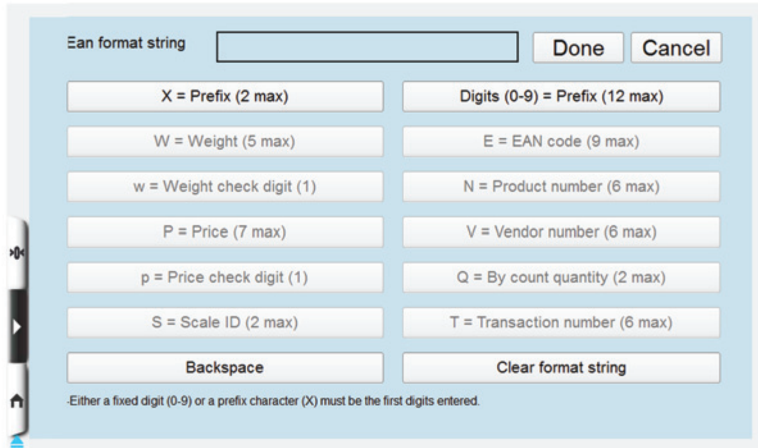
You can set an EAN Format String for all new products entered. You must have an EAN barcode Label Type selected as a Custom Label Type for a product to access an EAN barcode.

To set the EAN Format String

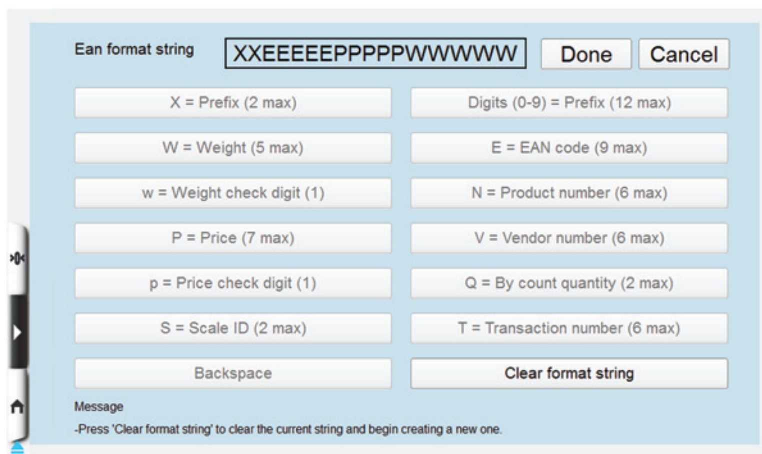
1. From the ***Supervisor Pages Box*** PRODUCT CHANGES Subsection, TOUCH Product Defaults. You should now be on the ***Product Defaults Main Tab Screen***.



2. TOUCH the EAN format string field. You should now be on the ***EAN Format Screen***.



3. TOUCH the clear format string button and SELECT the format string desired, using the chart shown on page 6-3 for guidance on maximum character allowances.



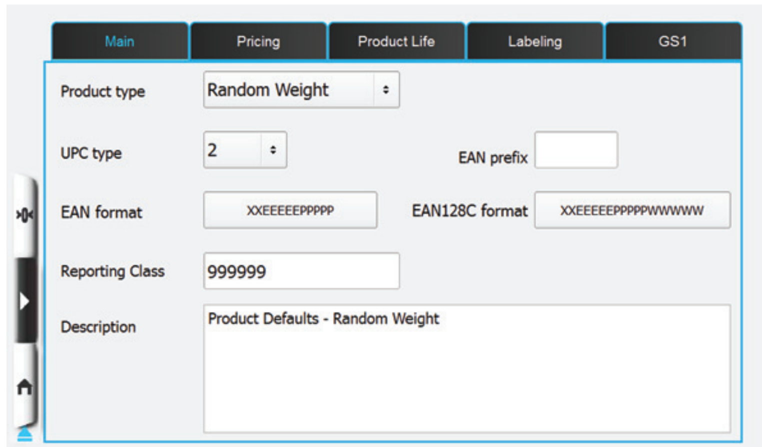
4. TOUCH Done. You will then be returned to the ***Product Default Values Screen***.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Setting the EAN Default Prefix

You can set a Random Weight, Fixed Weight, By Count and Fluid Ounce default prefix for all new products entered. You must have an EAN barcode Label Type selected as a Custom Label Type for a product to access an EAN barcode.

To set the EAN Default Prefix:

1. From the ***Supervisor Page Box*** PRODUCT CHANGES sub-section, TOUCH Product Default Values. You should now be on the ***Product Defaults Main Tab Screen***.



NOTE: The number of X's set up in your EAN format string determines the number of digits that can be entered into the Default EAN Prefix. See *Understanding EAN Configuration* for more information.

2. TOUCH the EAN prefix field and TYPE the EAN Prefix for Random Weight, Fixed Weight, By Count or Fluid Ounces.
3. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

GS1 Barcode Methods

Random Weight

(01)96612345609656
(15)131028(15)131018

Line 1 =

GTIN (01) 9 XX EEEEEE WWWW 6

GTIN AI | Digit | Prefix | Item Code | Weight | Check Digit

Line 2 =

AI (15) BBBBBB (15) CCCCCC

Date Identifier | Best Before Date | Date Identifier | Sell By Date

Random Weight

(01)66623456001962
(8008)131009054034369

(01) 6 XX EEEEE PPPPP 2

GTIN AI | Digit | Prefix | Item Code | Price | Check Digit

(8008) DDDDDDDDDDDD 369

Date & Time of Production Identifier | Date & Time of Production | 3 Digits

By Count

(01)30298765034991
(30)15(15)131108(15)131029

(01) 3 XX EEEEE PPPPP 1

GTIN AI | Digit | Prefix | Item Code | Price | Check Digit

(30) QQ (15) BBBBBB (15) CCCCCC

Count Identifier | Count | Date Identifier | Best Before Date | Date Identifier | Sell By Date

By Count

(01)20276503499151
(8008)131009062213

(01) 2 XX EEE PPPPP QQ 1

GTIN AI | Digit | Prefix | Item Code | Price | Count | Check Digit

(8008) DDDDDDDDDDDD

Date & Time of Production Identifier | Date & Time of Production

Fixed Weight

(01)45625852006999
(3202)04063(15)131108

(01) 4 XX EEEEE PPPPP 9

GTIN AI | Digit | Prefix | Item Code | Price | Check Digit

(3202) WWWWW (15) BBBBBB

Weight Identifier | Weight | Best Before Identifier | Best Before Date

Fixed Weight

(01)75600699258528
(8008)131009064815

(01) 7 XX PPPPP EEEEE 8

GTIN AI | Digit | Prefix | Price | Item Code | Check Digit

(8008) DDDDDDDDDDDD

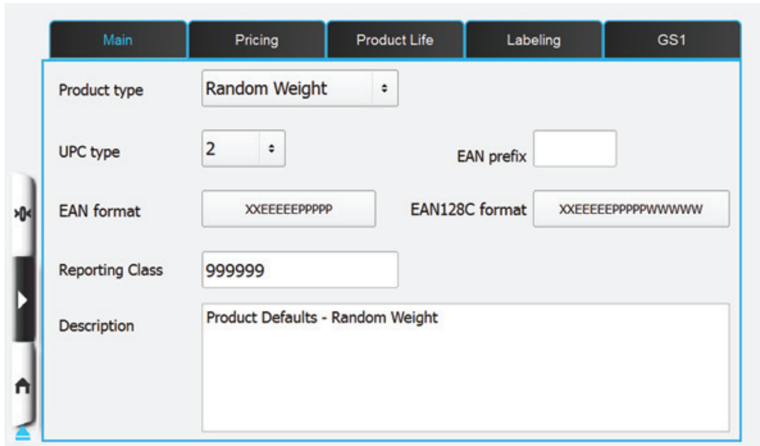
Date & Time of Production Identifier | Date & Time of Production

Setting the GS1 Barcode

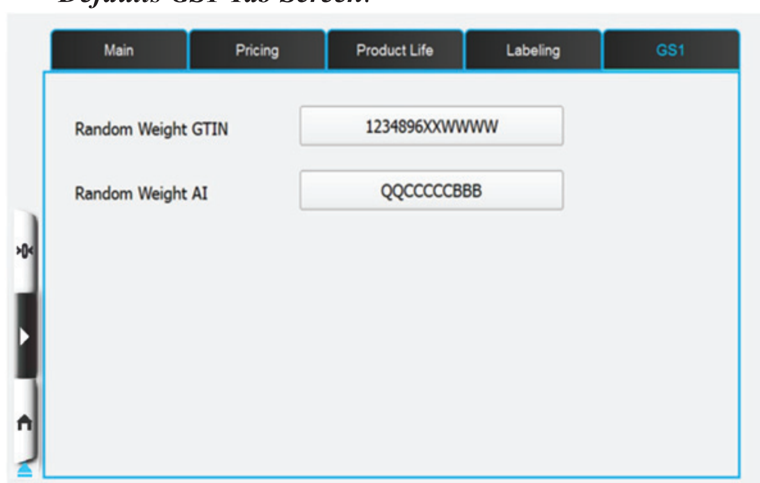
You must have a GS1 barcode Label Type selected as a Custom Label Type for a product to access a GS1 barcode.

To set the GS1 Barcode:

1. From the ***Supervisor Page Box*** PRODUCT CHANGES sub-section, TOUCH Product Default Values. You should now be on the ***Product Defaults Main Tab Screen***.



2. TOUCH the GS1 tab. You should now be on the ***Product Defaults GS1 Tab Screen***.



3. TOUCH the Random Weight GTIN or Random Weight AI button and follow the on screen directions. Contact your local Hobart Sales Representative for additional information.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Chapter 7: Using Transactions

Using Transactions

The following topics give you an explanation of how the Transactions function works in the HT Scale System.

- *Understanding Transactions*
- *Configuring Transaction Types*
- *Viewing Transactions*
- *Voiding Transactions*

Understanding Transactions

Transactions are calculated by type, weight, price (value), and items for a given PLU or Class.

These components of a Transaction are defined as follows:

Type	The type of Transactions such as production or rewraps.
Weight	The total amount of a product weighed for a given PLU or Class.
Price	The total value of product weighed for a given PLU or Class.
Packages	The total number of packages processed for a given PLU or Class.
Runs	A Run is created every time you change PLU's.
Items	The total count of products sold. For every Random Weight package, it adds one item; for every By Count package, it adds the By Count value.

Understanding Transaction Types

Transaction types are a means of grouping Transactions so that it is meaningful to your organization.

The Transaction type called Production is standard with the scale and cannot be removed. It can, however, be modified.

You may want to add another specific group to track certain Transactions. For example, you can set up a Transaction type for items that have been repackaged or rewrapped (for whatever reason). Or, you could keep track of items on sale this week. The list below provides you with some idea of Transaction types you may want to track.

- Repackaged Items
- Ad Items
- Manager's Specials
- Coupon Items

To set up your own Transaction types, see .

Configuring Transaction Types

Before you begin, be sure to review the topic, *Understanding Transactions*.

If you need a Transaction type other than Production (which comes with your system), this function allows you to create, edit or delete your own customized Transaction types.

Using this function, you can perform the following:

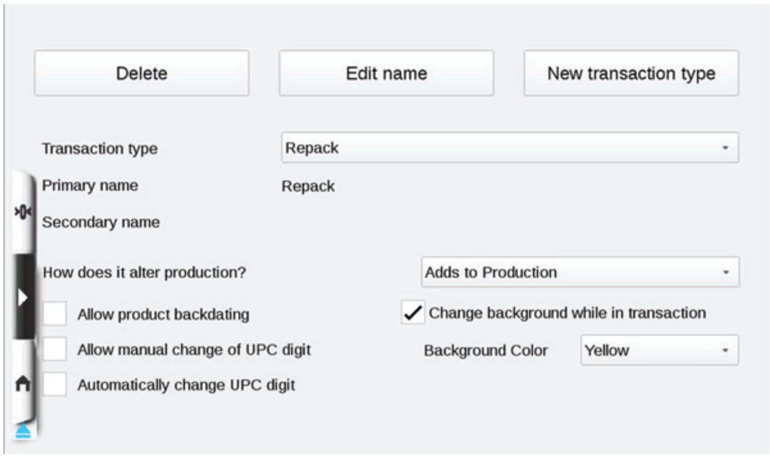
- *Creating/Editing Transaction Types*
- *Deleting Transaction Types*

Creating/Editing Transaction Types

This function allows you to create or edit up to seven Transaction Types for your merchandising needs.

To create/edit a Transaction Type:

1. From the ***Supervisor Pages Box*** TRANSACTIONS subsection, TOUCH Transaction Types. You should now be on the ***Transaction Types Screen***.



2. TOUCH the New Transaction type box
–OR– TOUCH the Transactions type field to display all transaction types and then SELECT the Transaction type you want to edit. The Edit name field will be enabled.
3. TYPE the name of the new transaction type you wish to add or edit to the database.
4. TOUCH any check box to enable a function for the Transaction Type.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

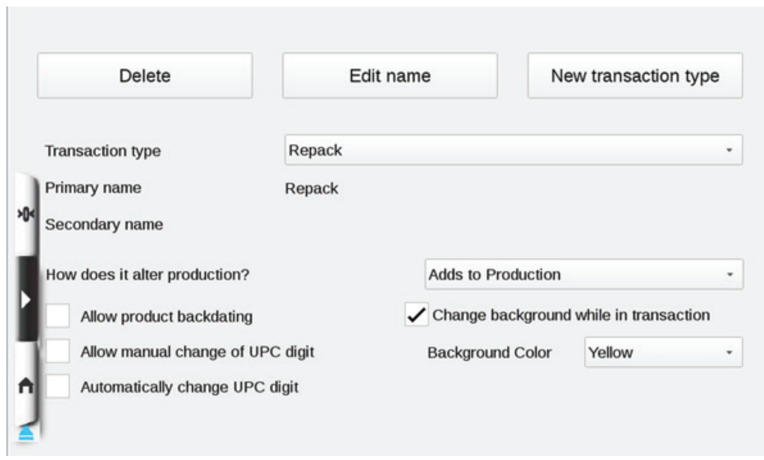
Deleting Transaction Types

This option allows you to delete the Transaction Types you have created.

NOTE: Production Transaction type cannot be deleted and the name cannot be changed. However, other properties of Transaction types can be edited.

To delete a Transaction Type:

1. From the ***Supervisor Pages Box*** TRANSACTIONS subsection, TOUCH Transaction Types. You should now be on the ***Transaction Types Screen***.

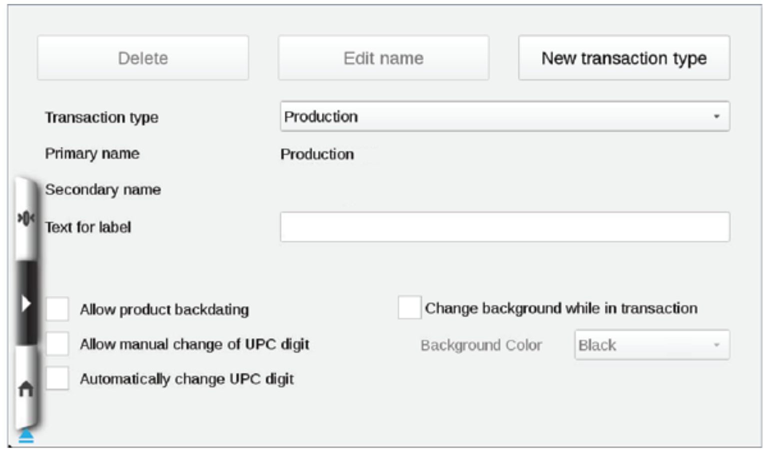


2. TOUCH the Transaction Type field to view all transaction types then, TOUCH the Transaction type you wish to delete.
3. TOUCH Delete to remove the current Transaction type from the database.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Identify Transaction Types On Label

To identify a transaction status on a label:

1. From the ***Supervisor Pages Box*** TRANSACTIONS subsection, TOUCH Transaction Types. You should now be on the ***Transaction Types Screen.***
2. From the Transaction Types drop down, choose the transaction type desired or add a New Transaction Type.



3. Populate "Text for label" field with the desired text to be printed on the label.
   Example: "R" for Repack. This will be a visual indication of transaction type.

NOTE:This feature is applicable only when the label type has a field to print the transaction type.

Viewing Transactions

The Viewing Transaction function enables you to display Transactions.

Here are the definitions for each group:

NOTE: You must enable the collection of Transactions for each of these groups during Scale Setup. Refer to Setting Up Normal Scale Operation in *Chapter 3: Setting Up Your System*.

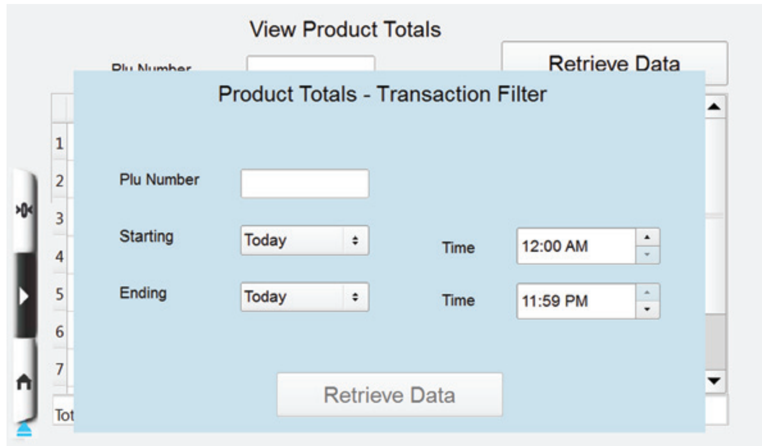
Hourly Transactions	Displays Transactions in a 24-hour breakdown. This applies to all Hourly Transactions that were accumulated since the last time they were cleared.
Product Transactions	Displays Transactions by Product number. This applies to all Product Transactions that were accumulated since the last time they were cleared.

Viewing Product Totals

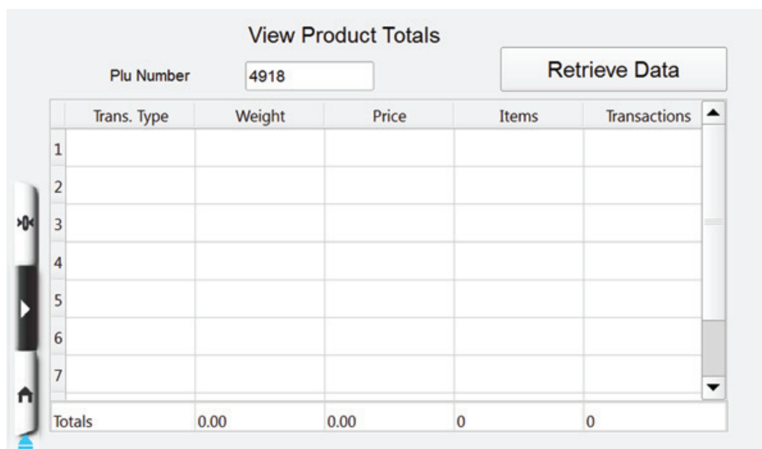
This option displays Transactions by Product number.

To view Product Totals:

1. From the ***Supervisor Pages Box*** TRANSACTIONS subsection, TOUCH Product Totals.



2. TOUCH the PLU number field and TYPE the product number in the Product number field and TOUCH Enter.
3. Verify the number and TOUCH Retrieve Data. You should now be on the ***Product Totals Screen***.



4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

NOTE: If the PLU is not a By Count PLU, each transaction counts as one item. By Count values are added to the item column.

NOTE: To clear Totals, refer to the *Voiding Transactions* section of this chapter.

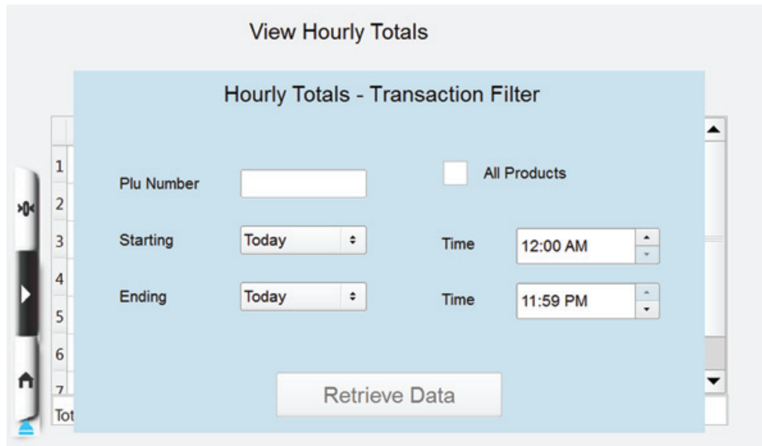
Viewing Hourly Totals

This option displays Transactions in a 24-hour breakdown.

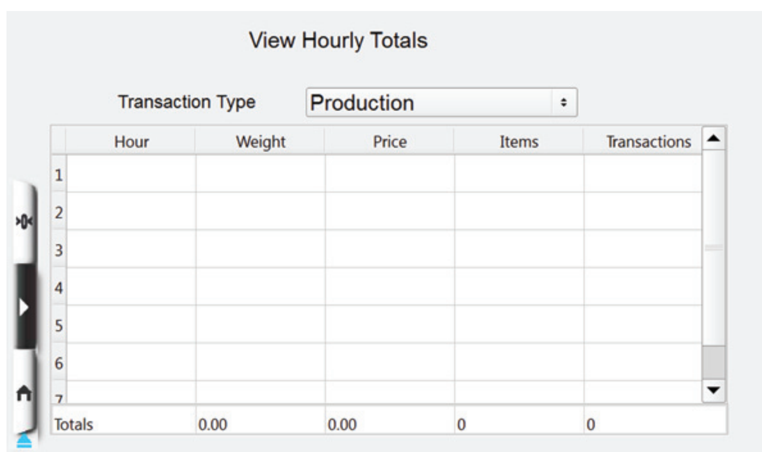
NOTE: Note the hours are in military time (0=12a.m., 1=1a.m., etc.).

To view Hourly Totals:

1. From the ***Supervisor Pages Box*** TRANSACTION subsection, TOUCH Hourly Totals.



2. TOUCH the PLU number field and TYPE the product number–OR–TOUCH the All Products check box.
3. Verify the number and TOUCH Retrieve Data. You should now be on the ***Hourly Totals Screen***.



4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

NOTE: To clear Totals, refer to the *Voiding Transactions* section of this chapter.

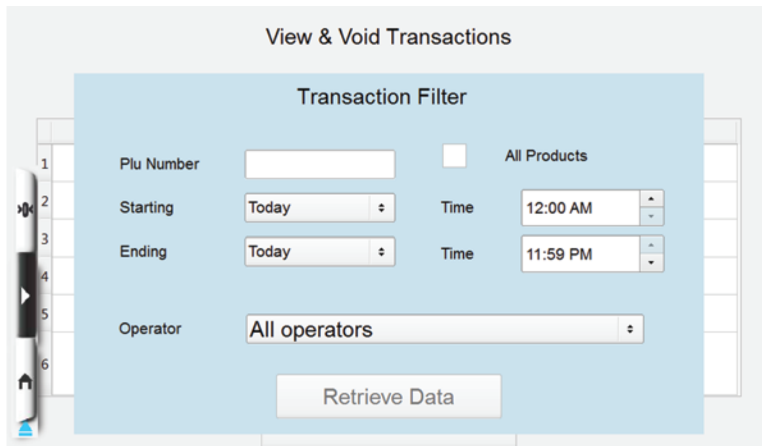
Voiding Transactions

The Voiding Transactions function enables you to remove one or more transactions from the transaction totals.

NOTICE Once you void transactions, they will no longer be available to you.

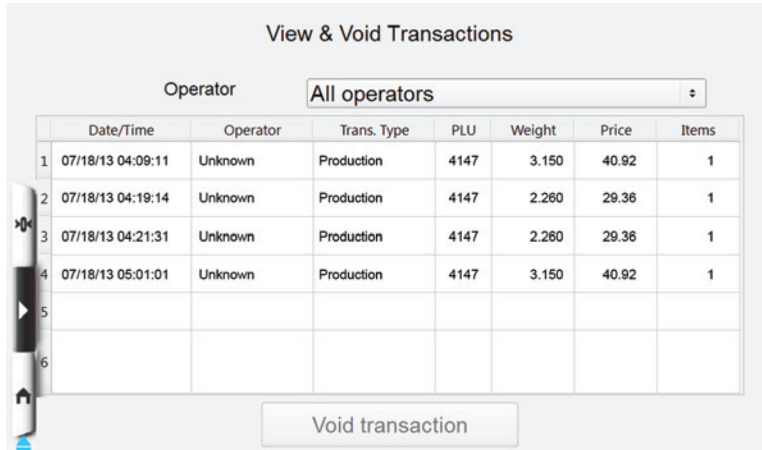
To void a transaction:

1. From the ***Supervisor Pages Box*** TRANSACTIONS subsection, TOUCH Void Transactions.



2. TOUCH the PLU number field and TYPE the Product number that you would like to void–OR– the All Products check box.

3. Verify the number and TOUCH Retrieve Data. You should now be on the ***Void Transactions Screen***.



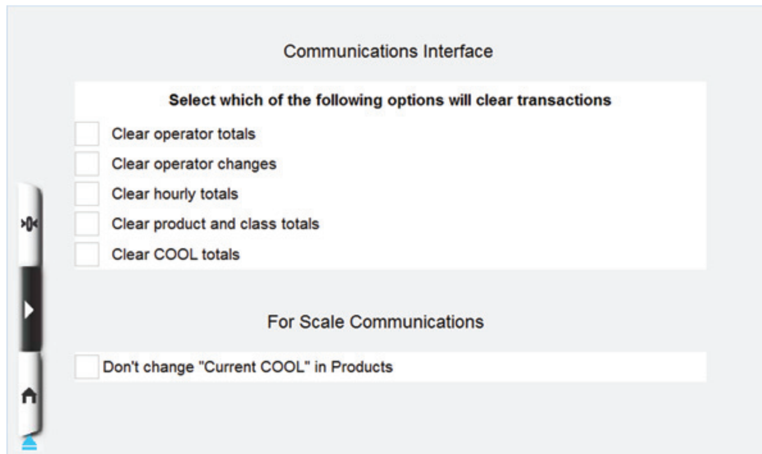
4. TOUCH the transaction line or lines to be voided. The lines will highlight.
5. TOUCH Void Transaction. The transaction will be removed from the list.
6. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

COMM Interface Settings

The following settings will allow you to clear all performed transactions when one of the following clear totals commands are sent through a communications package. Contact your local Hobart Sales Representative for more information.

To setup COMM Interface Settings:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH COMM Interface. You should now be on the ***COMM Interface Screen***.



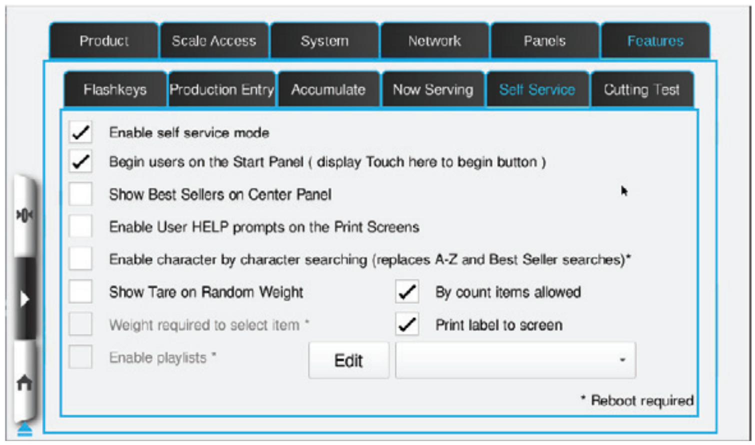
2. TOUCH the check boxes of the totals to be cleared when the command is sent.
3. TOUCH the "Don't change current COOL in Products" check box to keep the sent command from overriding the COOL Settings currently loaded on this scale system.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Display QR Code/Barcode on Display in Self-Service

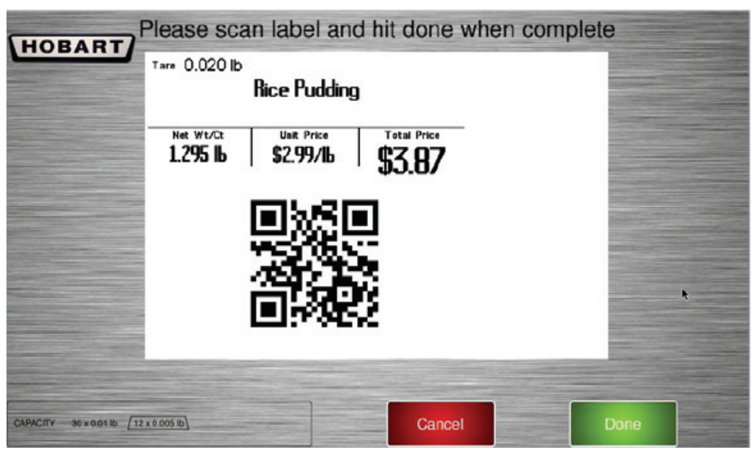
Display QR Code and Barcode on the display in self-service mode

To display QR Code and Barcode on the display while in self-service mode:

1. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Normal Operations.
2. Next select Features and Self Service. Choose “Print label to screen”



NOTICE QR Code/Barcode will now appear on the display screen when in self-service mode.



NOTICE Enabling this feature will not allow a label to be printed for the transaction. It will only “Print to Screen”.

Chapter 8: Backup & Restore

Backup & Restore

The following selections are available in this chapter:

Understanding the Backup & Restore Functions

Backup and Restore in the HT Scale System works in a similar manner as loading or saving files to/from a computer using a USB Drive. The **Backup** function is used to save your files to a USB Drive so they can be reloaded. The **Restore** function places a new (or revised) copy of your files into the Scale system. You can backup or restore a portion or all of your files as needed.

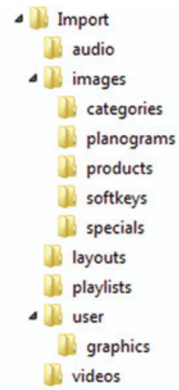
Understanding Types of Data for Backup/Restore

The following types of data can be backed up or restored:

Data Type	Information Transferred
PLU data	Products, Classes, Special Messages, Expanded Text, Nutrifacts, Product Notes, Total Types, Categories, Specials, COOL data, Product Graphics, Category Graphics, Recipes, Allergens, Cooking Instructions, and Suggestive Selling.
Label data	Label Types, Graphics and Label Text Names.
Operator data	Operator ID’s and Operator Notes.
Store name and number	Store Name, Number and Graphic.
Scale configuration	Scale Configuration, Product Defaults and E-mail Alerts.
Flashkey data	Flashkey Graphics, Flashkeys, Flashkey Features and Flashkey Styles.
Synchronization configuration	Scale Primary/Secondary Configuration Settings.
Video and Playlists (Import and Export only)	Graphics, videos, and playlists.

Using the Import Function

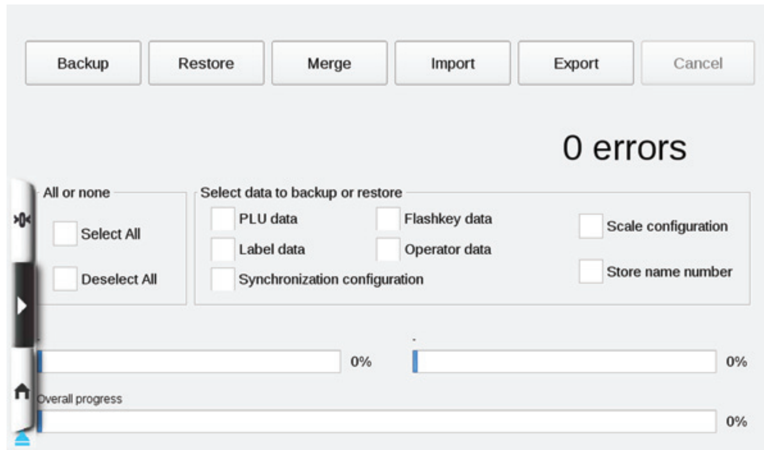
Import copies graphics from a USB Drive to the scales database. No files are deleted in the scales database. Files are overwritten only if they exist on the USB Drive as well. Any file on USB Drive that does not exist in the scales database will be added. In order for the scale system to import files correctly with a USB drive, the directory structure should be setup as follows:



File	Supported Types/Size Limitations	Folder Location
Audio	AAC, AVC/H.264	Hobart\audio\
Playlists	txt file (reference playlist template)	Hobart\playlists\
Videos	default is mp4 but can also play H.264	Hobart\videos\
Label graphics	png, 72 dpi, black & white (2 bit color)	Hobart\user\graphics\
Slideshow files	png, jpg, where size is 800 pixels wide x 480 pixels high	Hobart\images\
Categories	default is png but will also allow jpg	Hobart\images\categories\
Planograms	default is png but will also allow jpg	Hobart\images\planograms\
Product files	default is png but will also allow jpg	Hobart\images\products\
Softkey files	default is png but will also allow jpg	Hobart\images\softkeys\
Storelogo	must be named storelogo.png, size is 250 pixels wide x 200 pixels high; transparent background preferred.	Hobart\layouts\
Specials	default is gif but will also allow jpg, png	Hobart\images\specials\

To Import files:

1. Insert the USB Drive into a USB port on the side of the scale.
2. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Backup/Restore. You should now be on the ***Backup/Restore Screen***.



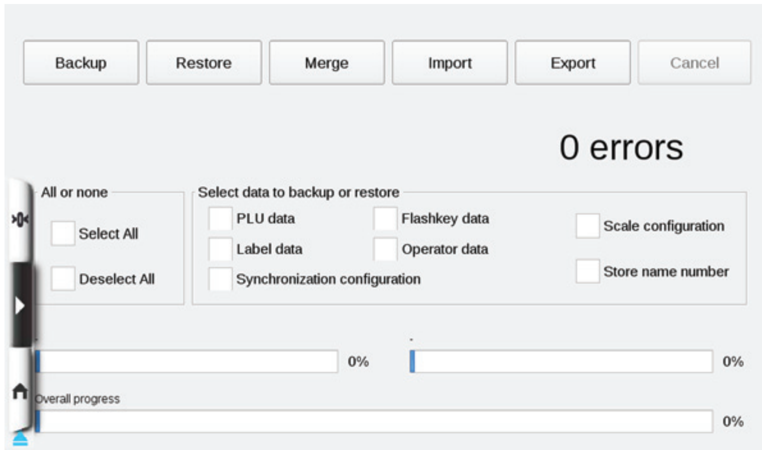
3. TOUCH Import.
4. Navigate to the folder where the files are stored and TOUCH CHOOSE.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Using the Export Function

Export copies graphics from the scales database to a USB Drive. No files are deleted. Files are overwritten only if they exist on the USB Drive as well as the scale system. Any file in the scales database that does not exist on the USB Drive will be added.

To Export files:

1. Insert the USB Drive into a USB port on the side of the scale.
2. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Backup/Restore. You should now be on the ***Backup/Restore Screen***.



3. TOUCH Export.
4. Navigate to the folder where the files are stored and TOUCH CHOOSE.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

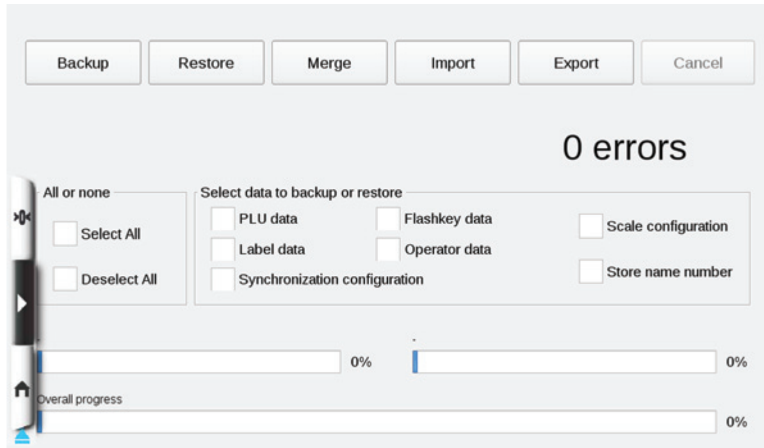
Using the Backup Function

For every data type selected, the Backup function enables you to save your data to a USB Drive.

Backup to USB Drive

To Backup all or selected data:

1. Insert the USB Drive into a USB port on the side of the scale.
2. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Backup/Restore. You should now be on the ***Backup/Restore Screen***.



3. TOUCH the data-type check boxes to specify which data types you want to backup.
4. Verify that the correct data types have been checked.
5. TOUCH the Backup button.
6. Navigate to the backup location and name the file.
7. TOUCH ENTER. A progress screen will appear.
8. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Using the Restore Function

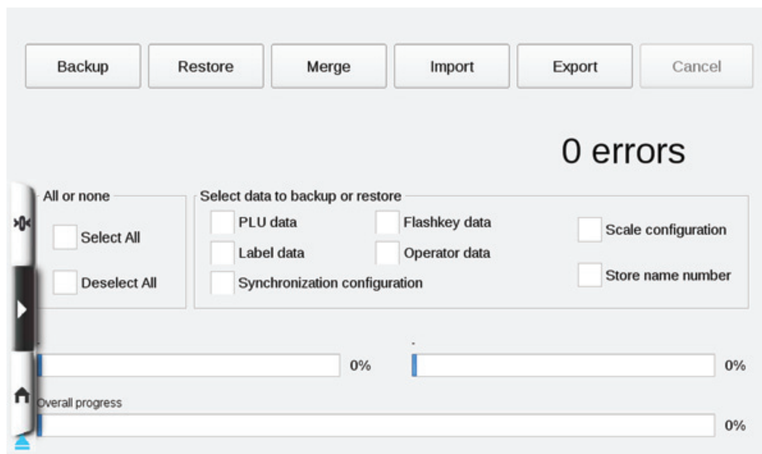
For every type of data selected, the Restore function enables you to restore your data from a USB Drive to your scale.

Restore from USB Drive

NOTICE When you select Restore from a USB Drive, the function will delete the database records in your scale for the data type(s) selected. It replaces all the specified data types with new information from the USB Drive. Make sure you have carefully selected the correct data types.

To Restore all or selected data:

1. Insert the USB Drive into a USB port on the side of scale.
2. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Backup/Restore. You should now be on the ***Backup/Restore Screen***.



3. TOUCH the data-type check boxes to specify which data types you want to Restore.
4. Verify that the correct data types have been checked.
5. TOUCH the Restore button.
6. Navigate to the folder location of the files to be restored.
7. TOUCH CHOOSE. A counter will display at the bottom of the screen.

NOTICE Wait until FINISHED is displayed before removing the USB drive.

8. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

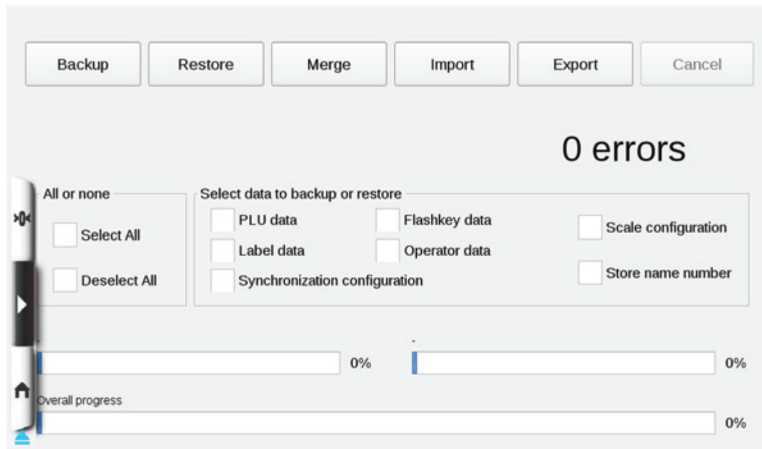
Using the Merge Function

For every type of data selected, the Merge function enables you to merge your data from a USB Drive to your scale. The merge feature will only add files. If the scale has a file with the same name, it will be overwritten with the file from the USB drive.

Merge from USB Drive

To Merge all or selected data:

1. Insert the USB Drive into a USB port on the side of the scale.
2. From the ***Supervisor Pages Box*** SCALE OPERATIONS subsection, TOUCH Backup/Restore. You should now be on the ***Backup/Restore Screen***.



3. TOUCH the data-type check boxes to specify which data types you want to Merge.
4. Verify that the correct data types have been checked.
5. TOUCH the Merge button.
6. Navigate to the location of the files to be merged.
7. TOUCH CHOOSE. A progess screen will appear.
8. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Chapter 9: Setting Up COOL

Setting Up COOL

This chapter is intended to explain the basic guidelines of COOL. For more detail information, refer to
www.countryoforiginlabel.org
or
www.ams.usda.gov/cool.

Understanding COOL

Country Of Origin Labeling (COOL) requirements were designed to help maintain customer confidence in the quality and safety of meat, produce, and seafood. The basic details are that any retailer of a covered commodity must inform the consumer of the country of origin of that commodity.

Notification may be provided to consumers by means of a label, stamp, mark, placard, or other clear and visible sign on the covered commodity or on the package, display, holding unit, or bin containing commodity at the final point of sale to consumers.

For more detailed information about the regulatory requirements for COOL, refer to
www.countryoforiginlabel.org
or
www.ams.usda.gov/cool.

Setting Up COOL For Operator Use

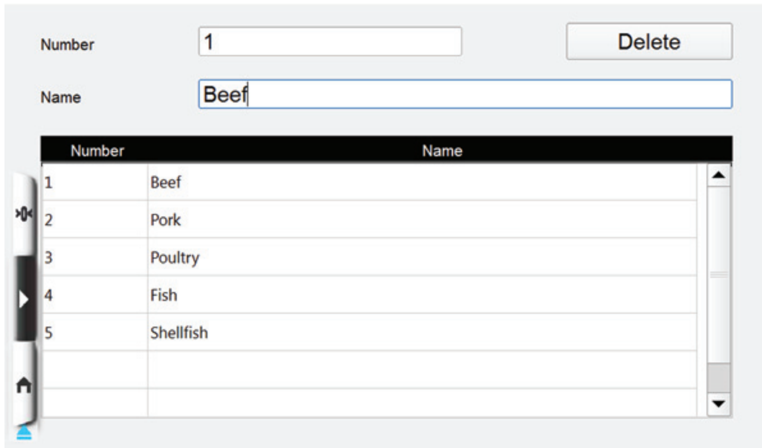
The COOL function enables you to include information regarding country of origin of a product, as well as additional information such as the country or countries in which the various product production steps took place, and details of product handling prior to the production phase.

You can edit (add, delete and modify) COOL categories of products; edit the countries, production steps, and Pre-Text associated with the COOL categories; and once these COOL categories, countries, production steps, and pre-text are in the system, the operator can edit the data to create COOL Text for a particular COOL Category.

Creating/Editing COOL Categories

This feature will be used to create or edit a category (group) for COOL text. This will be the COOL text available for products in a certain category.

1. From the ***Supervisor Pages Box*** COOL subsection, TOUCH Categories. You should now be on the ***COOL Categories Screen.***

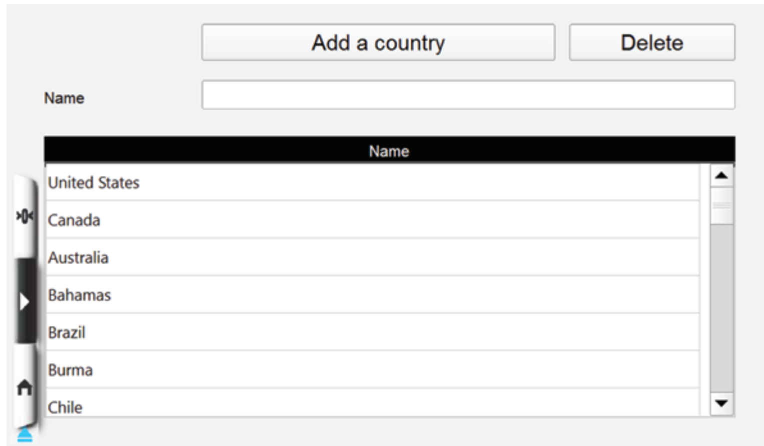


2. TOUCH the Number field and TYPE the new category number. TOUCH Enter.
3. A pop-up screen will state that the category does not exist. TOUCH OK to create a new category.
4. TOUCH the Name field and TYPE the new category name. TOUCH Enter.
5. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Creating/Editing COOL Countries

This feature will be used to create or edit a new country available for COOL text. A country must be in this list to be used in COOL text.

1. From the ***Supervisor Pages Box*** COOL subsection, TOUCH Countries. You should now be on the ***COOL Countries Screen.***

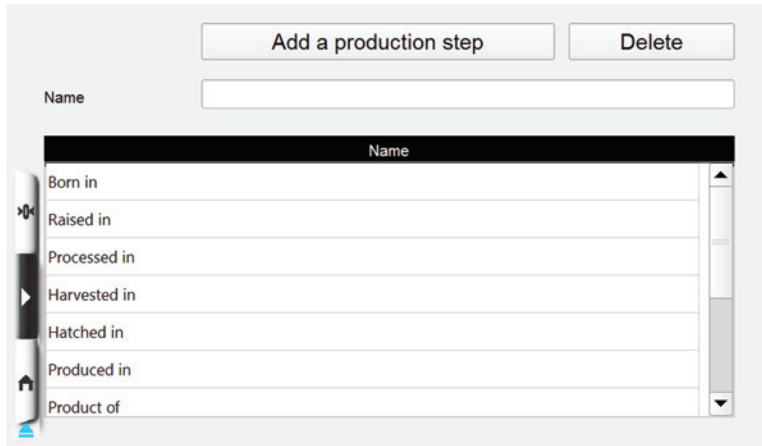


2. TOUCH the Name field and TYPE the new country name.
3. TOUCH Enter.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Creating/Editing COOL Production Steps

This feature will be used to create or edit a new production step for COOL text. A production step must be in this list to be used in COOL text.

1. From the ***Supervisor Pages Box*** COOL subsection, TOUCH Production Steps. You should now be on the ***COOL Production Steps Screen.***

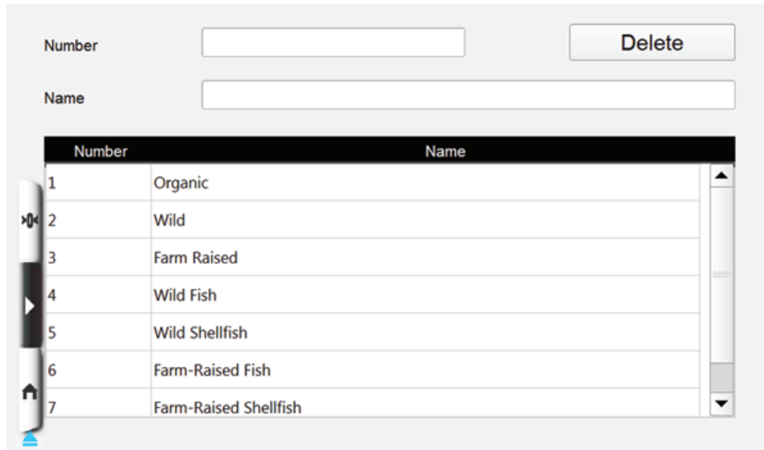


2. TOUCH the Name field and TYPE the new Production Step.
3. TOUCH Enter.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Creating/Editing COOL Pre-Text

This feature will be used to create or edit a new pre-text for COOL text. A pre-text must be in this list to be used in COOL text.

1. From the ***Supervisor Pages Box Box*** COOL subsection, TOUCH Pre-Text. You should now be on the ***COOL Pre-Text Screen.***

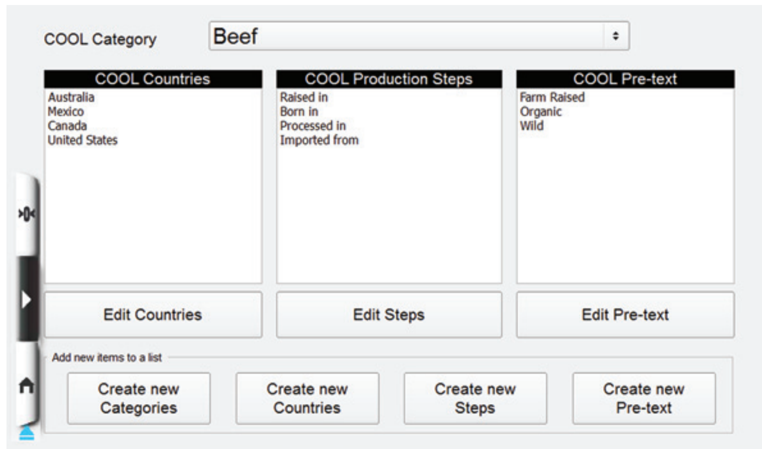


2. TOUCH the Number field and TYPE the new Pre-Text number. TOUCH Enter.
3. TOUCH the Name field and TYPE the new Pre-Text name. TOUCH Enter.
4. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

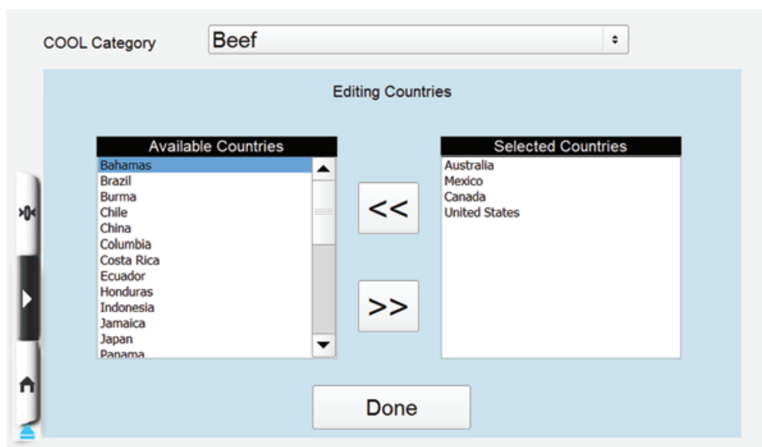
Creating/Editing COOL Text

This feature will be used to create or edit a specific list of COOL text available for a specific category (group) of products.

1. From the ***Supervisor Pages Box*** COOL subsection, TOUCH Assign to Categories. You should now be on the ***COOL Assign Text Screen.***

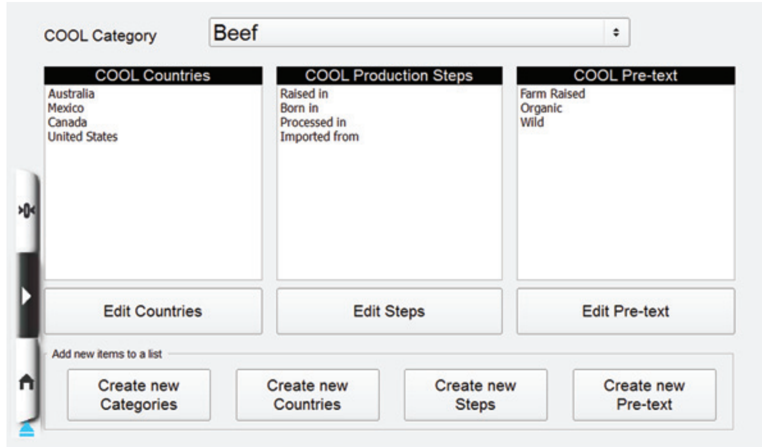


2. TOUCH the COOL Category field and SELECT the COOL category.
3. TOUCH Edit Countries. You should now be on the ***Edit Countries Screen***.

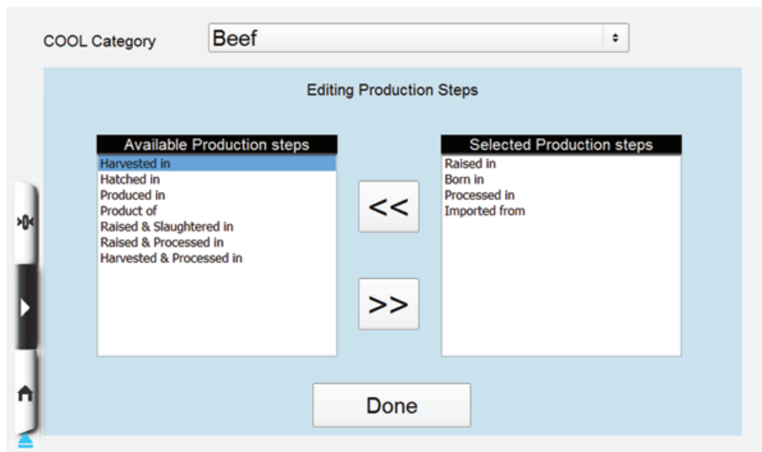


4. SELECT a country from the Available Countries field.
5. TOUCH the arrow to move the country name to the Selected Countries field.

6. TOUCH Done. You should now be on the ***COOL Text Screen***.

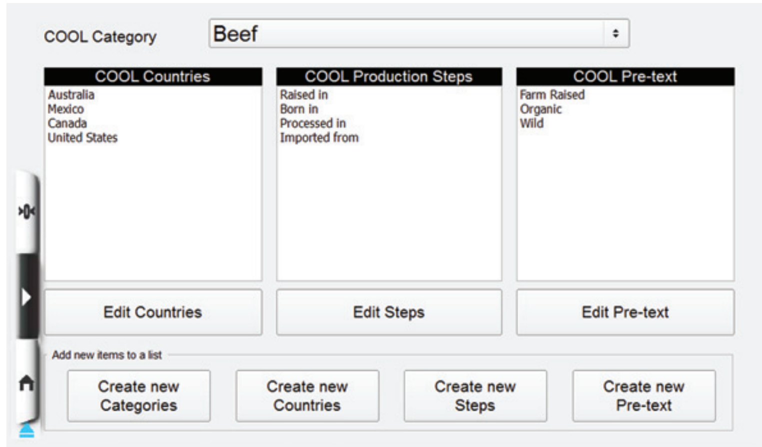


7. TOUCH Edit Steps. You should now be on the ***Edit Steps Screen***.

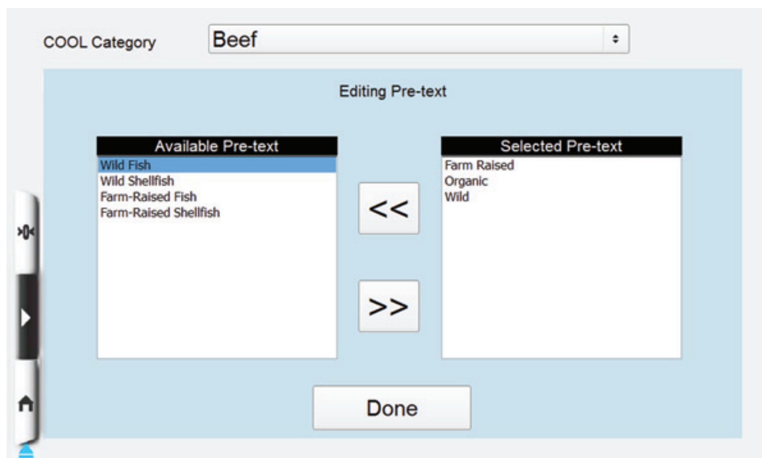


8. SELECT a Production Step from the Available Production Steps field.
9. TOUCH the arrow to move the Production Step name to the Selected Production Steps field.

10. TOUCH Done. You should now be on the ***COOL Text Screen***.



11. TOUCH Edit Pre-Text. You should now be on the ***Edit Pre-Text Screen***.



12. SELECT an Available Pretext from the Available Pre-Text field.
13. TOUCH the arrow to move the Pre-Text name to the Selected Pre-Text field.
14. TOUCH Done.
15. Refer to the Table of Contents to perform your next procedure, or return the scale to Operate mode.

Chapter 10: Hands Free Login

Introduction

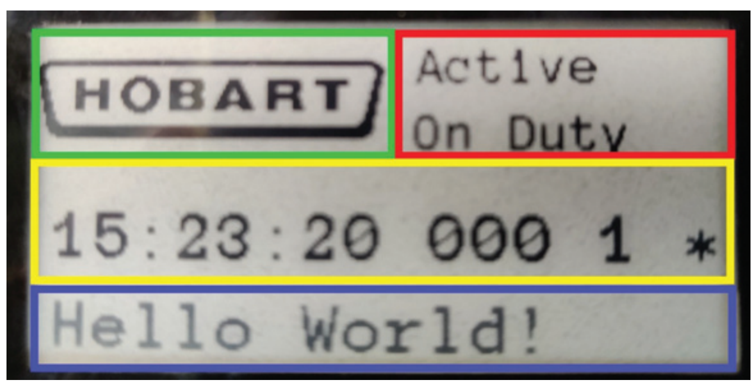
The Hands-Free Pager Device (HFPD) is used to log into and notify the user of issues with Hobart equipment. The purpose of this document is to inform the user on how to properly configure and use the HFPD. The following steps assume that the scale in use has the _SCALE_HANDSFREEDEVICE license and the hti-linux-feature-hfpd feature installed.

Hands-Free Pager Device Hardware

On the front side the handsfree device has three main components, the display, the speaker and the button.

HFPD Display

The HFPD is equipped with an e-ink display. The display is used to display messages and status information about the beeper. The display is split into four sections, the logo section, the shift mode section, the information section, and the message section.



Logo Section

The logo section, highlighted by the green box, displays the company logo. The logo can be set using the *Hands Free Login App*
Shift Mode Section
The shift mode section of the device, highlighted by the red box, tells if the device is currently active or inactive. For more information about active and inactive mode see *Device Operation*. The shift text can be configured using the *Hands Free Login App*

Information Section

The information section, highlighted by the yellow box, display information about the recently received message or the user name associated with the device. If there is no message, the user name is displayed. If there is a message displayed on the screen, the information section displays the time the message was sent, the scale that sent the message, the number of messages queued, and the status of the device. In the information section displays '15:23:20 000 1 *'. The first section,'15:23:20' represents the time the message was sent. The second section, '000' is the scale number. '1' is the number of messages on the queue, and the '*' is the status of the scale. Possible status symbols are displayed in the following table.

Status Symbol	**Description**
'!'	Low battery
'>'	Message queue overflowed
'<'	One or more messages queued
'*'	Message queue empty

Message Section

The message section, highlighted by the blue box, displays the oldest message in the queue. If multiple messages are queued the user must press the *HFPD Button* to clear the displayed message and see the next.

HFPD Button

The button, illustrated in red, is used to dismiss messages and switch between active and inactive modes. When a message is sent to the device it will be displayed on the Message section of the HFPD Display. To clear this message press and release the button. Clearing one message will display the next queued message if one exists. The button can also switch the device between active and inactive modes. To switch between modes, hold the button for approximately two seconds. The device will then beep and refresh the display. Embedded in the button is an LED ring. The LED ring will slowly flash when the device battery is less than 10%.

HFPD Speaker

The speaker, highlighted in white, is used to notify the user of new messages, and key presses. The speaker can be configured using the *Hands Free Login App*.

Device Operation

The Hands-Free Login device has two different modes of operation, active and inactive.

Active Mode

The Hands-Free device broadcasts information for Hobart equipment to pick-up. This allows Hobart equipment to connect to the HFPD to send messages and update configuration.

NOTE: The HFPD must be in active mode to enable automatic login.

Inactive Mode

Use this mode to save battery. The Hands-Free device does not broadcast its information and will not receive any messages when it is in Inactive Mode.

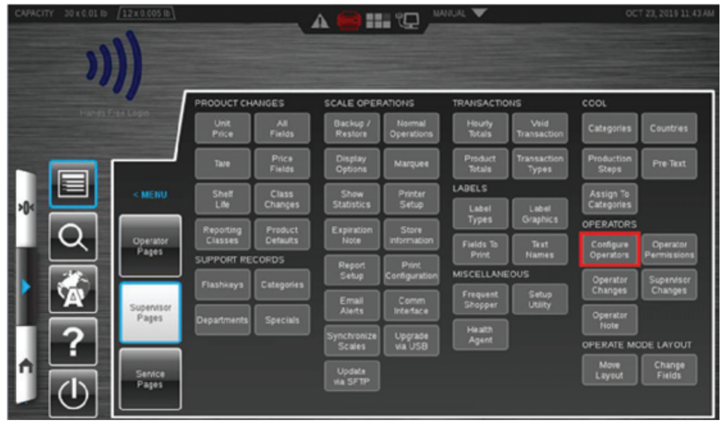
Device Configuration

Before you can configure HFPD and operators, you must install the license. _SCALE_HANDSFREEDEVICE

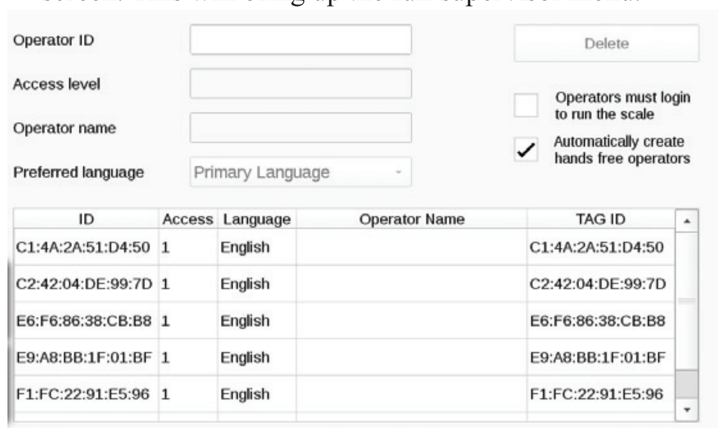
Associating with Operators

Associating the HFPD with a scale operator allows the user to be automatically logged in when they approach the scale and then automatically become logged out when they leave the scale. Completing the following section will associate an operator with a HFPD

1. Navigate to the “Supervisor Pages”.



2. Press the “ALL FUNCTIONS” button near the bottom of the screen. This will bring up the full supervisor menu.


Operator ID

Access level

Operator name

Preferred language Primary Language

Delete

Operators must login to run the scale

Automatically create hands free operators

ID	Access	Language	Operator Name	TAG ID
C1:4A:2A:51:D4:50	1	English		C1:4A:2A:51:D4:50
C2:42:04:DE:99:7D	1	English		C2:42:04:DE:99:7D
E6:F6:86:38:CB:B8	1	English		E6:F6:86:38:CB:B8
E9:A8:BB:1F:01:BF	1	English		E9:A8:BB:1F:01:BF
F1:FC:22:91:E5:96	1	English		F1:FC:22:91:E5:96

3. Next select Operator ID that matches the MAC address of the HFPD you are associating.

NOTE: The mac address can be found in the battery compartment, below the batteries, or in the message field after a device reboot.

4. Next fill in the following information; Access level, Operator name, and Preferred language, to their desired values. If the box for “Automatically create hands free operators” is checked, it will prompt the scale to automatically detect and create operators for each HFPD within range.

5. Once the HFPD is configured, return to the home screen to complete the association process.

Hands Free Login App

The Hands-Free Login App is used to detect and configure HFPDs. Through the app you can change fields and settings, send messages, and update firmware for HFPDs. The Hands-Free Login app is installed and licensed by Hobart Technicians.

NOTE: Before you can use The Hands-Free App you must have the _SCALE_HANDSFREEDEVICE license installed.

To run the Hands-Free Login App

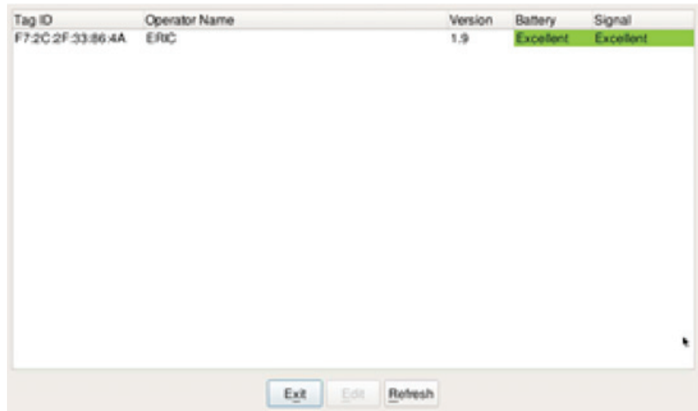
1. First you must swipe down from the top of the screen. This will bring up the app tray.

2. Locate and press the Hands-Free Login App.

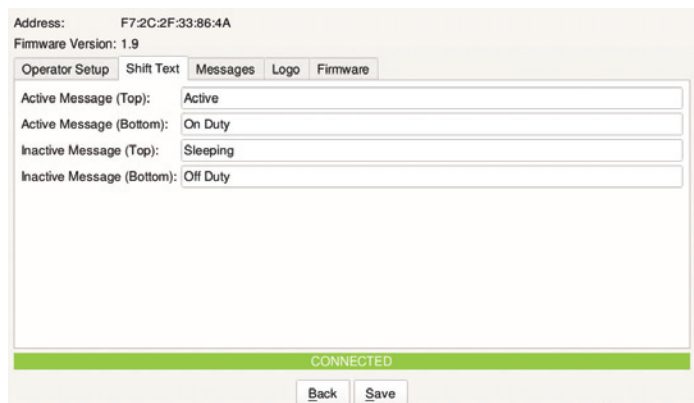
Configuring Hands-Free Pager Device

To configure a HFPD, you must first detect the device using the Hands-Free Login app.

1. Open the Hands-Free Login app. The discovery screen will appear.



2. To modify device configuration, press the row containing the TAG ID matching the MAC address of your device.
3. Press the Edit button. The device configuration screen will appear.



Configuring HFPD Fields and Settings

The Hands-Free Login app provides a method for configuring HFPD fields and settings. On the app's Device Configuration page, three tabs are used to configure HFPDs. They are the "Operator Setup", "Shift Text" and "Logo" tabs.

Operator Setup

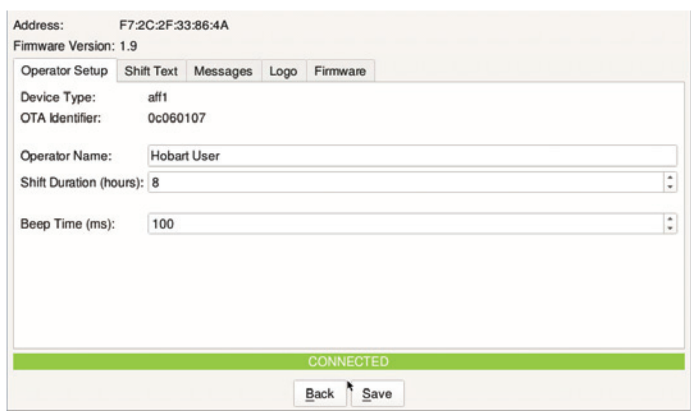
The Operator Setup tab allows the user to set the Operator Name, Shift Duration, and Beep Time.

1. Enter the operator name. This will be displayed on the HFPD if there are no messages on the device (there is a 16 character restriction due space of screen).
2. Shift Duration is used to automatically change the to sleeping mode after the set time is reached. Shift Duration can be any whole number value between 0 and 36 hours.

NOTE: Setting the Shift Duration to 0 disables the timer.

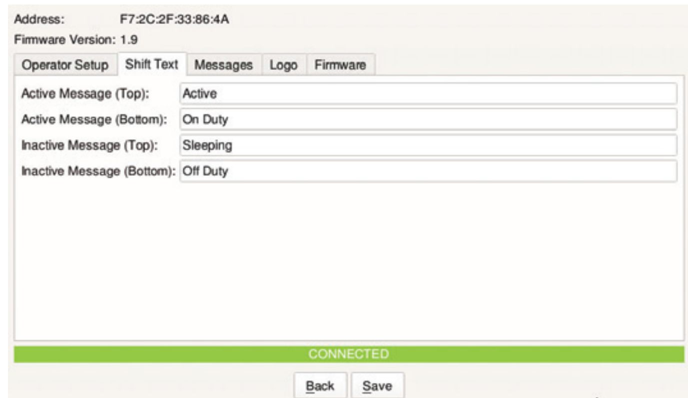
3. Beep Time specifies the duration of the beep when a message is received, or the button is pressed. The Beep Time can be set to any whole number between 0 and 255. Setting the value to 0 silences the beep timer.

After filling out the desired values press the save button to send the values to the HFPD.



Shift Text

This will show if the device is Active or Inactive. ten characters each.
Active Messages are displayed when the device is active and receiving messages.
Inactive Messages are displayed when the device is in low power mode and not receiving messages.
Fill in the desired values for Active and Inactive messages, press save to send the values to the HFPD.



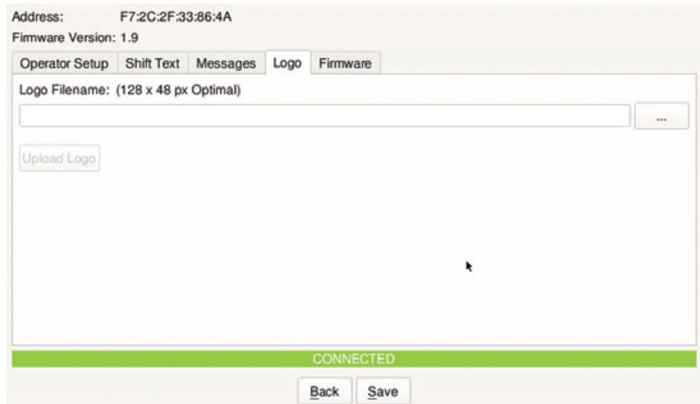
Logo

Images can be uploaded to the HFPD to be displayed in the logo section.

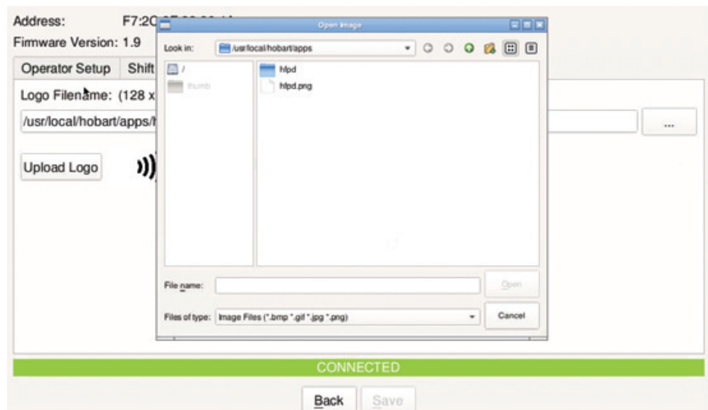
The optimal logo resolution is 128 x 48 pixels. Images other than this size will be scaled to this resolution and may need to be cropped to fit. Acceptable file formats for logos are .bmp, .gif, .jpg and .png.

To upload a new logo

1. Navigate to the Logo tab on the Device Configuration page.
2. Enter the path to the logo in the Logo Filename box or clicking the button with three dots (" …") at the end of the box.



Clicking the button will bring up another window. Here you can navigate to the filename for the Logo you want to upload.



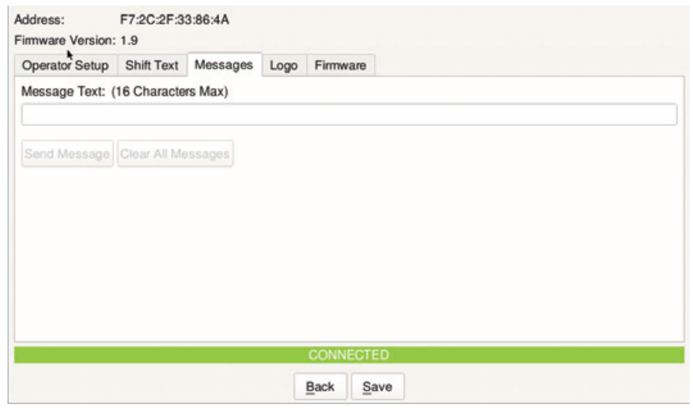
3. Press the Upload Logo button once the logo has been selected. This will send the image to the HFPD. The display will update with the new logo once the HFPD receives the Logo.

Messages

Custom messages can be sent to the HFPD devices and cleared on the device using the Messages tab of the Device Configuration page. The Message field is limited to 16 spaced due to display size.

To send a custom message

1. Fill the Message Text box.
2. Press the Send Message button.



To clear all messages

1. Navigate to the device configuration page for that device.
2. Select the Messages Tab.
3. Next press the "Clear All Messages" button. This will erase all messages on the device.

Firmware

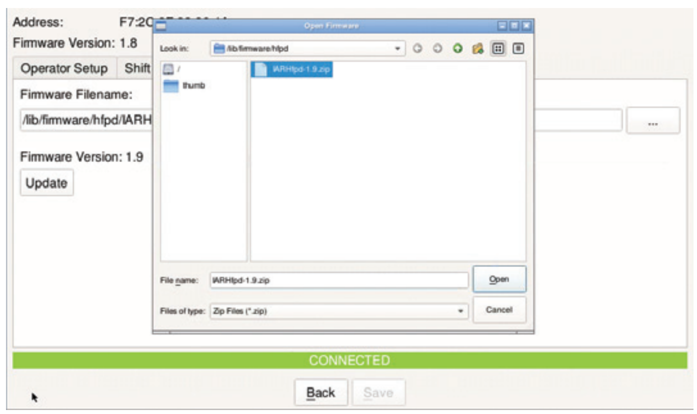
As new features are added and bugs are fixed, new versions of HFPD firmware will be released. The *Hands Free Login App* provides the ability to upload new firmware to HFPD.

Add Firmware to Scale

Firmware must be stored on the scale before information can be uploaded to the HFPD. Feature files are created to provide an easy route for adding new firmware files. Contact Hobart Service to get the latest HFPD firmware feature files. Feature files should be labeled htseries-any-hfpd-application-*.package.tgz.

To add new firmware to the scale

1.. Navigate to the “Supervisor Pages” press the “ALL FUNC TIONS”.
2. Press the “Upgrade via USB” button.
3. Insert the USB drive that contains the feature file into the scale.
4. Press the “Choose Upgrade Firmware File” button. This will bring up the firmware file dialog.



5. Navigate to the HFPD firmware feature.
6. Select the file and press “Open” to finalize the selection.
7. Close the file selection window.
8. Press “Upgrade Firmware” start the upgrade.

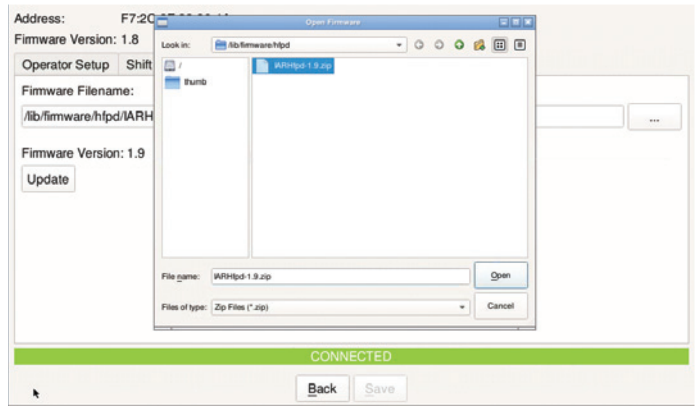
A message will popup stating Successful upgrade installation when upgrade is complete. The upgrade will copy a firmware file named IARHFPD-X.X.zip in the /lib/firmware/hfpd/ folder.

Now the firmware file can be upload to the HFPD using the *Hands Free Login App*.

Uploading Firmware

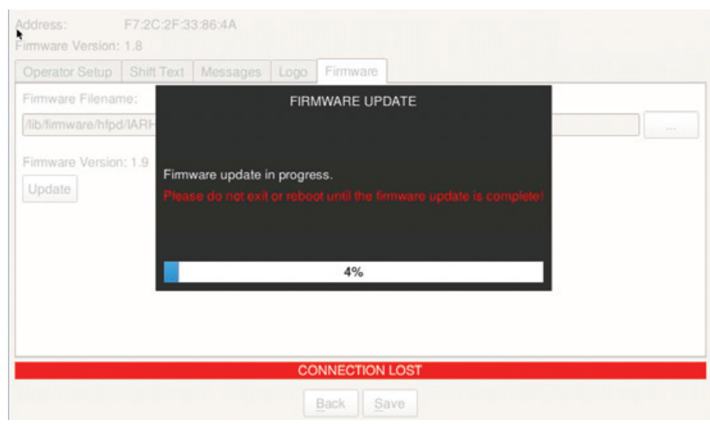
<u>To upload firmware</u>

1. Open the Hands Free app and edit the device you wish to upgrade.
2. Once connected to the device you will need to navigate to the “Firmware” tab.
3. Then press the “…” button to open the file selection.
4. Use the file selection to select the firmware file to be installed.



5. Press Open to finalize the selection.
6. Press “Update” to flash the firmware to the HDFPD.

A window will appear showing the progress of the upgrade and notify the user when the upgrade is complete.



Alerts

Hobart equipment can be configured to automatically send alerts to nearby HFPDs when the equipment encounters an error. Alerts will be sent to all devices within range of the scale. They can be configured to be sent when the issue occurs and when the issue is resolved.

<u>To configure automatic alert messages on a scale</u>

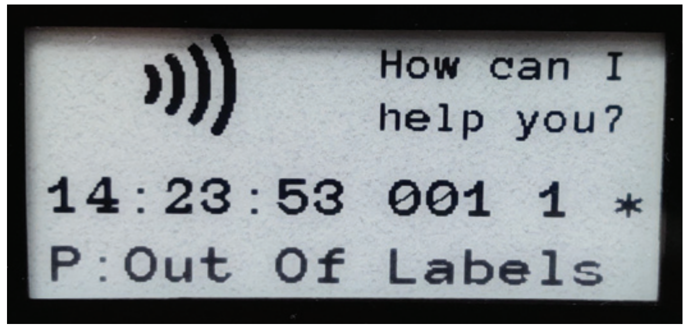
1. Navigate to the “Supervisor Pages” and press “ALL FUNCTIONS”.
2. Press “Email Alerts”.

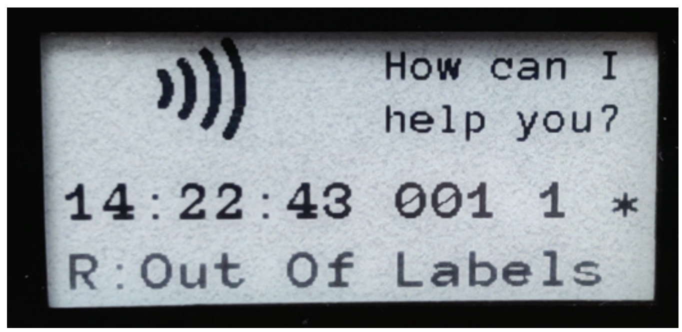
3. Once the Email Alerts page is displayed navigate to the “Hands-Free Device Alerts”.

4. Check the boxes next to the desired alerts to enable the Alert for that issue.
5. Checking the “Notify when resolved” box across from the issue will send an Alert when the issue is resolved. The delay indicated on the “Email Alerts” tab applies to both email alerts and HFPD alerts.

Alert Configuration

NOTE: When any of the configured issues are detected or resolved, the scale will send a message to all nearby HFPD. The message will start with a "P:" or an "R:" then will state the error.
"P:" is sent when the error is detected
"R:" is sent when the issue is resolved.
For example, when Out Of Labels is detected the scale will send "P: Out Of Labels".

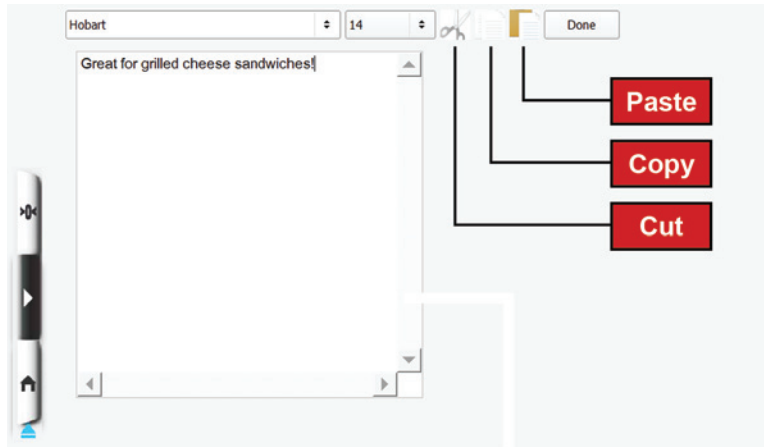




Appendix A

Using the Text Editor

Within some scale functions, you have the ability to change the text field. You will know when the text editor function is available because the ***Text Editor Screen*** will display.



1. Double TOUCH or TOUCH and drag the word(s) you wish to modify. Selected word(s) will be highlighted.
2. To change the font size, TOUCH the font size drop-down box and SELECT the font size.
3. To change the font name, TOUCH the font name drop-down box and SELECT the font name.
4. To Cut or Copy the text, TOUCH the Cut or Copy button to remove the text you have selected.
5. To Paste the text that has been copied or cut, TOUCH the screen to place the cursor in the position where you want to paste the text.
6. TOUCH the Paste button.
7. TOUCH Done to save changes.

Label Information

This information is a supplement to *Setting Up Label Types* in *Chapter 3: Setting Up Your System*. For more information about labels, contact your local Hobart Representative.

The following topics are covered:

- *Available Default Fonts*
- *Available Label Fields*

Available Default Fonts

Each Label Type is set up with default fonts. Changing the font may add/delete characters per line of text. To aid in merchandising, there is a wide variety of fonts offered in the database.

The following fonts are standard with the HT Scale System:

Abalone
Centurion
Everest
FreeMono
FreeSans
Gravilex
Hauteclaire
Hobart
HobartBold
HobartPlain
Liberation Sans
Liberation Serif
London
Patrician
Sans Serif
Serif
SP
SPLarge
Tancred
Ultima

Contact your local Hobart Representative for more information.

Available Label Fields

The following table lists all fields that are available on Primary Labels. Although each Label type is formatted for specific fields, any field can be added to Standard Labels to create Custom Labels.

Primary Label
Barcodes, GS1, UPC, EAN128, & EAN13
Best Before (same as product life)
Freeze By (same as product life)
Use By (same as product life)
Sell By
Packed On
By Count
Date
Description
Expanded Text
Net Weight Statement
Fixed Weight Net Wt Statement
Special Message
Store ID Number
Store Logo
Store Name
Tare
Time (Custom Label only)
Total Price
Total Type
Unit Price
UPC Number/EAN13 Number/GS1 Number
Graphic Art
Safe Handling Graphic
Weight
Cooking Instructions
Recipe
Allergens
Operator ID
Operator Name
COOL Tracking Number (custom label only)
COOL Text (custom label only)

Network Information

The HT Scale System network can be set up in many ways, depending on the needs of your operation. You may have the need for a wireless network or wired TCP/IP. You may already have a network and need to connect it to the scale.

NOTE: A Network Consultant or Network Administrator should be contacted prior to implementing an Ethernet LAN system.

NOTE: Some HTs models are not equipped with wireless capabilities.

Glossary of Common Terms

Alerts – These are messages that appear on the screen to notify the operator of important information or faults.

Auto Look-Up – This feature automatically looks up the product after a set number of digits has been entered. This feature is configured in *Setting Up Normal Scale Operation*.

Best Sellers – The system will calculate the top PLU's weighed and printed with the scale and consider them as Best Sellers. Flashkeys for these products will be displayed in the Best Sellers Flashkey area.

By Count – An item which is priced by the number of items per package rather than by weight (e.g., 3 for $1.00).

Categories – Categories are a way to group products together for the purpose of creating flashkeys.

Class – A way of grouping similar items. See *Setting Up Classes*.

COOL – Country Of Origin Labeling.

Database – The information stored on the scale, (i.e., PLU’s, Label Types, Flashkey Data, etc.).

Display Console – The Display Console is a touch screen that enables you to enter information and move through the display screens.

EAN128 Barcode – The EAN128 code is based on the 13 digit UPC code and is widely used in international markets.

EAN 13 Barcode – The EAN13 code is based on the 12 digit UPC code and is widely used in international markets. EAN13 uses numeric data only and is for items priced over $99.99.

Firmware – The firmware is the software application running the scale.

Fixed Weight – An item priced by a pre-determined weight (e.g., bread is always 16 oz.).

Flashkeys – Flashkeys are designed to provide the operator quick and easy access to various scale functions and frequently used PLU's.

Fluid Ounce – An item sold by a predetermined volume (e.g., Fresh-squeezed orange juice from a Juice Bar is always 16 ounces).

Graphic Picture – Pictures, icons, art or phrases used to add merchandising to the label.

GS1 – This is a globally recognized standard for bar codes including UPC and EAN.

Label Type – The Label Type determines the size, orientation and fields to print on the label.

Operator ID – Identification number assigned to scale operators so that you can track various totals information by operator.

Planogram – It is a diagram or model that indicates the placement of retail products on shelves in order to maximize sales.

Primary Printer – The printer that is built-in to the scale system.

Product Life – The number of days before a perishable product should be consumed or frozen (e.g., Use By, Freeze By or Best Before).

Production Planing – Used to track the items sold on the floor or used as an ingredient in the store. An outside system tracks the counts and communicates messages to the scale.

Products (PLU) – Products are any commodities you sell. Throughout this manual, products are often referred to as PLU (Product Look Up) numbers, or PLU's.

Production Planning – Used to track the items sold on the floor or used as an ingredient in the store. An outside system tracks the counts and communicates messages to the scale. Contact a service rep to help setting up the system and your local networking office for the HTML.

NOTE: Internet connection must be established

Random Weight – An item that needs to be weighed before it can be priced.

Recall – This will be an alert to request the return of a product.

Rezero – Defines zero weight on weigher as the current weight on the platter. Used after Power-up when weight was accidentally left on the platter.

Sell By Date – This number is the date that the store must sell the item. It is calculated by taking today's date and adding it to the Shelf Life (from the item record).

Shelf Life – The number of days that a perishable product may stay on the shelf.

Specials – Specials are a way to group products together for the purpose of creating flashkeys.

Tare (Fixed Tare) – The weight of the packing material not included in the net weight.

Transaction Type – A means of grouping totals information by specific types. As an example, there can be a Totals Type for items that have been prepackaged or rewrapped (for whatever reason).

Unit Price – The price per unit measure.

UPC Numbering System – The UPC Number System identifies the type of Bar Code used by the item. Random Weight items use number system 02 or 04. Fluid Ounce and Fixed Weight items use UPC number system 00, 06 or 07.

Number System	UPC Bar Code
02	2XXXXXB$$$$C
04	4XXXXXB$$$$C
00	0VVVVVPPPPPC
06	6VVVVVPPPPPC
07	7VVVVVPPPPPC

XXXXX = UPC Number (Product Identifying)
$$$$ = Price (99.99)
B = 2nd Check Digit (Price Check Sum Digit; used for error detection)
C = Check Digit (Check Sum Digit; used for error detection)
VVVVV = Vendor Number or Manufacturer Number
PPPPP = Product Number

USB Drive – A portable storage device used to transfer and backup scale data.

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