

Daily Procedures:

Add Float

Press **OP** button
Scroll down to **(4) Open/Add Float** press **Enter**
Press **Enter** again to add float e.g. Enter the figures 3000 (float total)

Opening Cash Draw

Press **OP** button
Scroll down to **(3) Open Cash Drawer** press **Enter**
Press **Enter** again
Press **ESC** to remove counting calculator

Payouts

Enter machine number or scroll down to machine
Press **Redeem All**
Press **Enter**
Payout slip will be printed
Cash drawer will open or safe will dispense cash

Shift Report

Press **OP** button
Scroll down to **(9) Shift Report** press **Enter** for individual machines
Press **Enter** again for shift summary
Press **P** to print

Balance cash in till to **Cash in Drawer** figure

**Please ensure all CCU payout slips and hand pay dockets
are all placed in the till
e.g. Cancelled Credit slips, Manual Link slips & Hopper Refills**