

MANAGERS PROCEDURES:

To Add to Float during Shift

Press **OP** button
Scroll down to **(4) Enter/Add Float** press **Enter** to view current float e.g. 3000
Press **Enter** again to add to float e.g. 2000

Unsuccessful Link Downloads

Link payouts that require hand pays need to be added to the CCU system to balance at the end of shift and day.

NB: DO NOT ENTER HAND PAYOUTS eg. CANCELLED CREDITS INTO CCU SYSTEM

To do this

Press **Menu** button then press **Enter**
Enter password 0000 press **Enter**
Scroll down to **(3) Enter Ext. In** press **Enter**
Scroll up or down to find machine
Press **Enter** for **Ext Value (external money in – re link)**
Enter value of link payout press **Enter**

ALL OF THE ABOVE i.e. 'LINK DOWNLOADS' MUST BE COMPLETE PRIOR TO RESETTING THE 'SHIFT AND DAILY REPORTS'

Daily Report

Press **Menu** then press **Enter**
Enter your password e.g. 0000 and press **Enter**
Scroll down to **(2) Report Menu** and press **Enter**
Scroll down to **(2) Daily Report** and press **Enter** for individual machines
Press **Enter** again for total machines summary
Press **P** to print the daily meters
Then Press **R** to print and reset daily meters
Scroll down to **(2) Print Summary & Reset** press **Enter**.
Report should show all “zeros” on right hand side of screen after printing.

Must be done by Supervisor/Manager every day/night