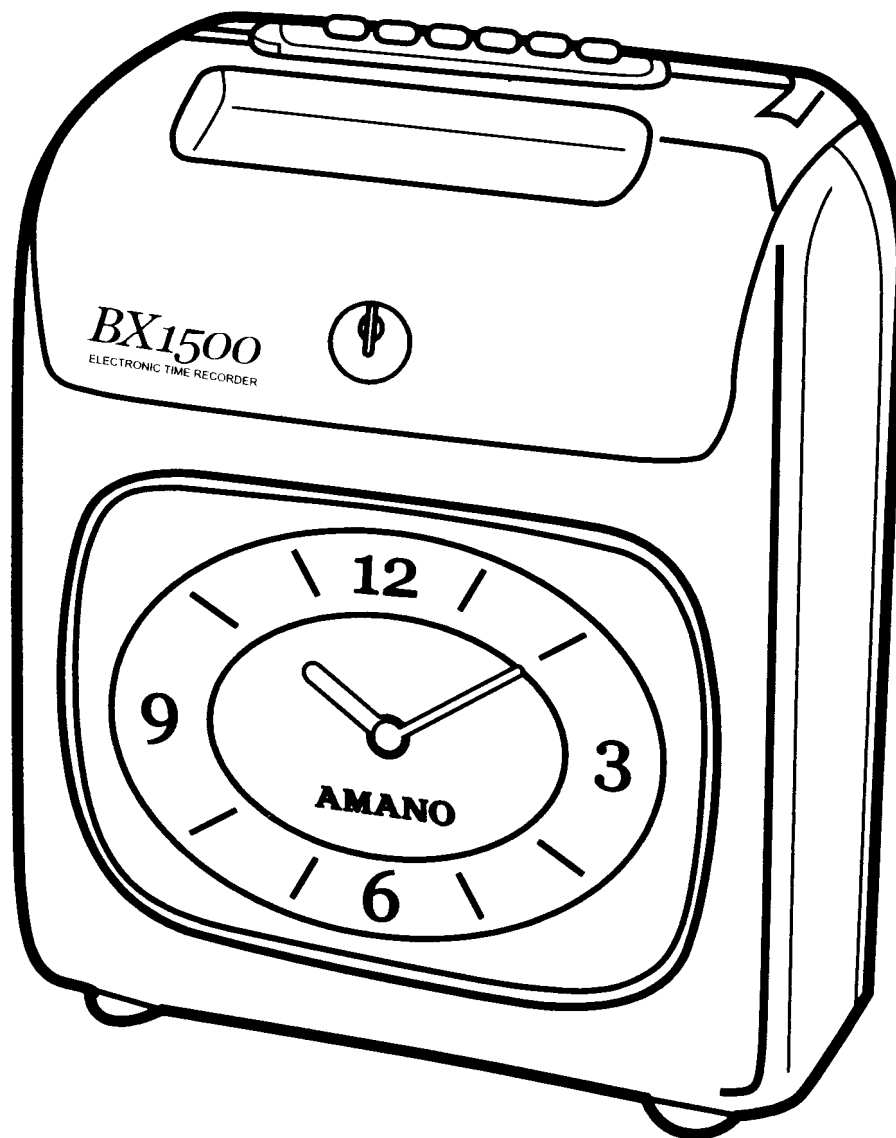


AMANO®

BX-1500

Electronic Time Recorder

Operation Manual



ENGLISH VERSION

■ Important safety information

Precautions given in this manual are categorized according to the degree and content of hazardousness as follows. Do not fail to read these precautions carefully before starting use of this product.

⚠ Warning: Warns of the risk of fatal or serious physical injuries unless its content is duly observed.

⚠ Caution: Cautions on the risk of physical injuries or of material damages and losses unless its content is duly observed.

- Serious physical injuries include loss of the eyesight, suffering a physical injury, suffering a burn (high temperature or low temperature), receiving an electric shock, suffering a fracture and poisoning, which leave aftereffects or which require hospitalization or extensive outpatient treatment to cure.
- Physical injuries include suffering a burn and receiving an electric shock for which hospitalization or extensive attendance to the hospital may not be necessary to cure.
- Material damages and losses include damages and losses affecting houses, household belongings, livestock and pets.

• Examples of illustrative indications



Triangular framing stands for a warning or a caution.
Specific content is being illustratively represented inside the triangular frame.



⊘ framing stands for a prohibition.
Specific content is being illustratively represented inside the circular frame.



The reversed circle framing stands for an indispensability.
Specific content is being illustratively represented inside the circular frame in reversed print.

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INTRODUCTION

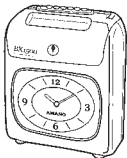
Read this manual carefully for sale and proper use of the product. Also, after reading this manual, preserve it at a handy location for quick reference whenever required.

- ◆BX1500 time recorders will not operate normally unless installed in a proper environment. Do not install them outdoors or where they are exposed to rain.
- ◆The specifications, appearance, and descriptions are subject to change due to improvement.
- ◆This manual has been carefully prepared, but if you find any errors or any descriptions which you cannot understand clearly, contact the dealer from whom you bought your time recorder.
- ◆Use or reproduction of this manual in part or in whole without the prior permission of AMANO Corporation is forbidden by law.

Components

BX1500 components are as follows. Be sure to check before operation that all components are supplied.

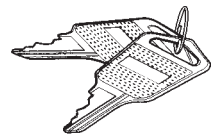
- ☐BX1500
time recorder



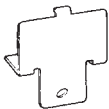
- ☐An operation manual
(this manual)



- ☐One pair of keys
(two keys)



- ☐A bracket for wall
installation



- ☐A spare fuse
(Attached to the front case)
110-120VAC ··250V, 700mA
220-240VAC ··250V, T500mA
(Time Lag with a low breaking capacity)



- ☐Stickers for different
languages



Use of any other materials for fuse
will cause fire.
Make sure that the fuse has the
proper specified capacity prior to use.

Note

BX1500 time recorders will not operate normally unless installed in a proper environment. Do not install them outdoors or where they are exposed to rain.

FOR THE OPERATIONAL SAFETY

Carefully read to fully appreciate the following warnings and cautions before starting use of the equipment.

Warning



- **Do not use with any power voltage other than the specified voltage.**

This may cause fire or electric shock.



- **Do not overload on a single socket.**

This may cause fire or electric shock.



- **Do not touch the power plug with wet hands.**

This may cause electric shock.



- **Do not harm or damage any cords, such as power cord, etc.**

Also, note that putting a heavy object on them, pulling or bending them by force will likely damage the power cord, which may cause fire or electric shock.



- **Do not attempt to remove <a rear cover, a cabinet, or a hazard protector>.**

This may cause electric shock.



- **Do not remodel the time recorder.**

This may cause fire or electric shock.



- **If any unusual status is found with the time recorder, such as smoke, strange odor, heating or other, immediately disconnect the power plug from the outlet and contact your local dealer for servicing.**

If you continue to use the time recorder, it may cause fire or electric shock.



- **If any object (metal piece, water or other liquid) gets inside the time recorder, immediately disconnect the power plug from the power outlet and contact your local dealer for servicing.**

If you continued to use the time recorder, it may cause fire or electric shock.



- **When replace the fuses, use only the specified fuses.**

Do not use any other materials. This may cause electric shock.



- **Ground the time recorder properly.**

If you use the time recorder without proper grounding, electric leakage may cause fire or electric shock. Ask your local dealer when grounding cannot be made.

Caution



- **The socket-outlet shall be installed near the time recorder and shall be easily accessible.**



- **Do not place the time recorder on unstable surface.**

It may drop or fall off which could cause injury.



- **Do not place any metallic objects or containers filled with liquid on the time recorder.**

Such objects may fall and/or spill into the time recorder, and may cause fire or electric shock.



- **Do not place the time recorder in the oily smoke, moisture and dusty atmosphere, such as a side of kitchen counter and/or humidifier.**

This may cause fire or electric shock.



- **For the wall mounting, use a proper fixture and tools suited for wall material which support the weight of this equipment enough.**

If not, the time recorder may fall off which could cause injury.



- **When disconnecting the power plug be sure to hold the plug, not the cord.**

Pulling the power cord may damage the cord and this may cause fire or electric shock.



- **Before replacing the ribbon cassette, disconnect the power plug from the power outlet.**

Replacing the ribbon cassette while the power plug is connected may cause injury or electric shock.

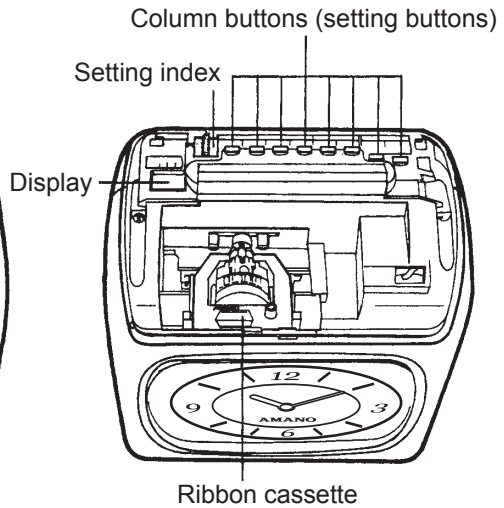
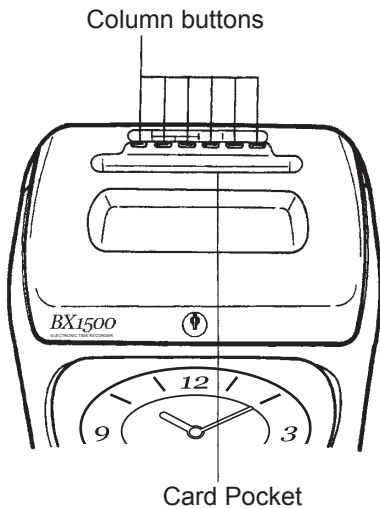
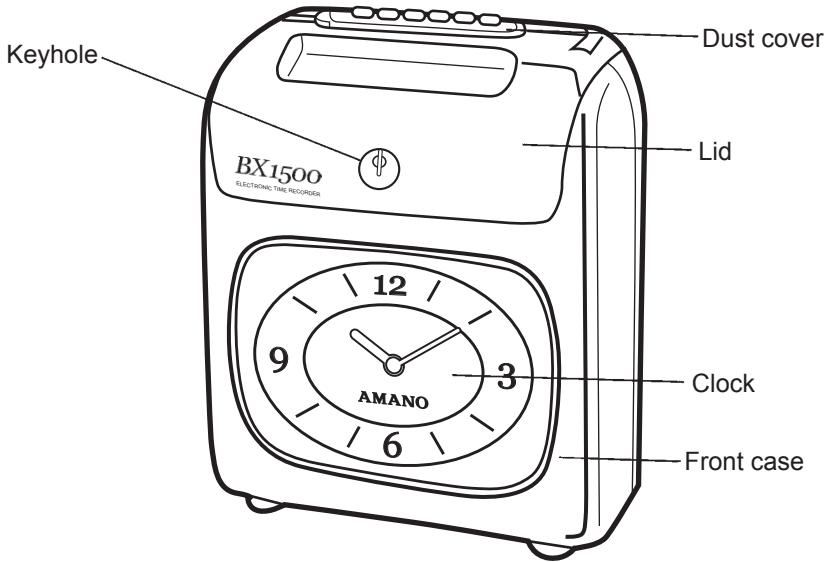


- **Although this instruction manual contains the maintenance information that should not be performed by the end user, you may not attempt to service such work yourself.**

This may cause injury or electric shock.

NAMES OF PARTS

Names of Exterior Parts

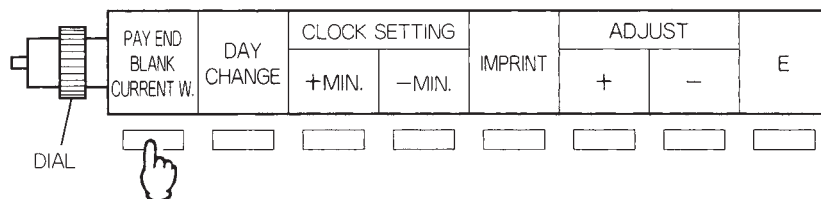


Programming Section

Open the lid to set each item. (See page 1-11.) Turn the dial at the left side to rotate the setting index. Setting index ①, setting index ② can be selected.

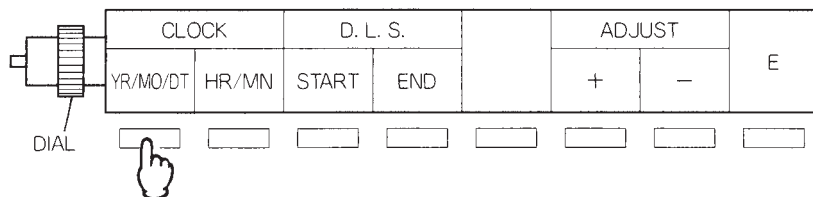
Press the button at the front of the setting index to operate. For setting details see pages 1-12~1-22.

Setting Index ①



PAY END BLANK CURRENT W.	This button is used to select a pay period ending date or week, a blank row position on time card (monthly pay only) or a current week (in case of bi-weekly pay only). Press the “+” or “-” button to change the value.
DAY CHANGE	This button is used to change the time at which the date changes over. Press the “+” or “-” button to change the value.
CLOCK SETTING	Each time this button is pressed, the clock advances one minute. Keep it pressed to advance the minute quickly. When this button is pressed, the clock will start running with the second set to “00” automatically.
+ MIN.	
CLOCK SETTING	Each time this button is pressed, the clock will decrement one minute. Keep it pressed to decrement the minute quickly. When this button is pressed, the clock will start running with the second set to “00” automatically.
- MIN.	
IMPRINT	Use this button to change print formats such as card type, 24hours/12hours indication printing change, minute imprint, day of the week, etc.
ADJUST	Press this button once to increase a set value by 1. Hold this button down to increase a set value quickly.
+	
ADJUST	Press this button once to decrease a set value by 1. Hold this button down to decrease a set value quickly.
-	
E	Press this button to register set values.

Setting Index ②



CLOCK	Use this button to change year, month, and day. To change these values, press the “+” or “-” button.
YR/MO/DT	
CLOCK	Use this button to change hour and minute. To change these values, press the “+” or “-” button.
HR/MN	
D.L.S.	Use this button to set the starting date of daylight saving time. The starting date can be set by designating a year, a month and date. The change-over time can be set at any time between one o’clock and nine o’clock in hour units. Change the value by pressing the “+” or “-” button.
START	
D.L.S.	Use this button to set the ending date of daylight saving time. If both the starting and the ending dates are set to the same date, the set daylight saving time is canceled. If only the starting date or the ending date is set, the daylight saving time function will not operate. Change the value by pressing the “+” or “-” button.
END	
ADJUST	Press this button once to increase a set value by 1. Hold this button down to increase a set value quickly.
+	
ADJUST	Press this button once to decrease a set value by 1. Hold the button down to decrease a set value quickly.
-	
E	Press this button to register set values.

CAUTIONS WHEN INSTALLING

Installation

Proper installation and good power conditions will enable you to operate the time recorder for a long time.

Caution



- **The socket-outlet shall be installed near the time recorder and shall be easily accessible.**



- **Do not place the time recorder on unstable surface.**

It may drop or fall off which could cause injury.



- **Do not place any metallic objects or containers filled with liquid on the time recorder.**

Such objects may fall and/or spill into the time recorder, and may cause fire or electric shock.

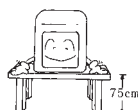


- **Do not place the time recorder in the oily smoke, moisture and dusty atmosphere, such as a side of kitchen counter and/or humidifier.**

This may cause fire or electric shock.

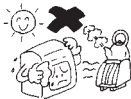
Installation location

- Prepare a stand about 75cm high.
- Install the time recorder horizontally.



Improper installation locations

- Places exposed to direct sunlight or close to heat sources



- Places exposed to rain



- Dusty or unstable places



- Places exposed to strong vibrations or shocks



Wall Mounting

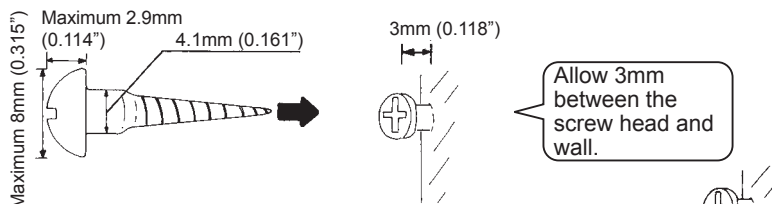
IMPORTANT!

- The wall mounting is implemented by our authorized dealers.
- This work should not be performed by the customer.
- If the BX1500 is insufficiently mounted, it may fall, resulting in damage to the unit or a personal injury.
- When mounting the BX1500 on a concrete wall or other special wall material, prepare special screws.

Actual size

ENGLISH

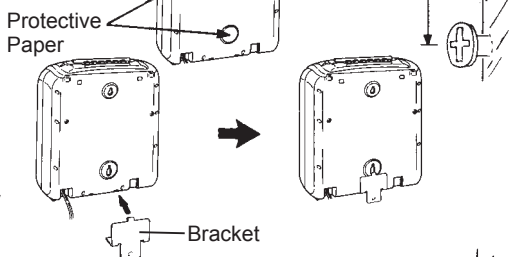
- 1** Insert a screw into the wall.
Place one screw about 94cm (37") to 124cm (48.8") above the floor. At this height the time recorder is easy to use.
Secure to the wooden wall thicker than 10mm using screws (or equivalent).



- 2** Insert a second screw into the wall.
Place this screw 13cm to 13.5cm immediately below the first screw.

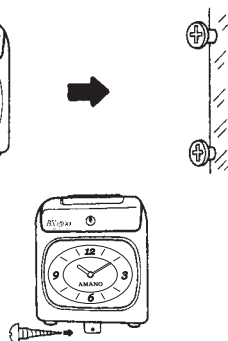
- 3** Peel off the protective paper.

- 4** Install the bracket into the bell-bottom hole (a hole, located lower than the other hole on the rear surface of the case).



- 5** Hook the unit on the screws through the holes on the back of the case.

- 6** Secure the bracket to the wall with the lower screw.



Power Source

⚠ Warning



- **Do not use with any power voltage other than the specified voltage.**
This may cause fire or electric shock.



- **Do not overload on a single socket.**
This may cause fire or electric shock.



- **Do not touch the power plug with wet hands.**
This may cause electric shock.



- **Do not harm or damage any cords, such as power cord, etc.**
Also, note that putting a heavy object on them, pulling or bending them by force will likely damage the power cord, which may cause fire or electric shock.



- **Do not attempt to remove <a rear cover, a cabinet, or a hazard protector>.**
This may cause electric shock.



- **Do not remodel the time recorder.**
This may cause fire or electric shock.



- **If any unusual status is found with the time recorder, such as smoke, strange odor, heating or other, immediately disconnect the power plug from the outlet and contact your local dealer for servicing.**
If you continue to use the time recorder, it may cause fire or electric shock.



- **If any object (metal piece, water or other liquid) gets inside the time recorder, immediately disconnect the power plug from the power outlet and contact your local dealer for servicing.**
If you continued to use the time recorder, it may cause fire or electric shock.

⚠ Caution



- **When disconnecting the power plug be sure to hold the plug, not the cord.**
Pulling the power cord may damage the cord and this may cause fire or electric shock.



- **The socket-outlet shall be installed near the time recorder and shall be easily accessible.**

Insert the power plug into the power outlet



Power plug



Power outlet

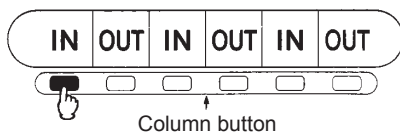
110-120V AC or 220-240V AC
50/60Hz

- Use a power source with a suitable voltage.
- Use a power source that supplies continuous voltage and is independent of other equipment.
- The time recorder has a built-in lithium battery on which the inner clock runs and which stores the programming data. (The battery is effective for three years of cumulative power failure hours.)

OPERATION

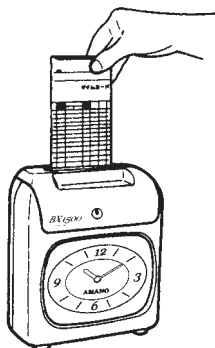
Selecting the Print Column

Press an appropriate IN or OUT button to select the print position for time cards.



- ◆ Time cards are printed in the column where the column button light is on. To change the print position, press the button corresponding to the desired print position.
- ◆ The print position on time cards remains unchanged until another column button is pressed.

Inserting Time Cards



Insert a time card lightly in the card pocket. The card is automatically pulled in and printed.

Surface Detection Function (see page 1-12.)

If a time card is inserted backwards by mistake, a long “beep” sound will occur, and the card will be rejected. (The surface detection function can be set only when the Monthly pay card is used.)

- ◆ Time cards are automatically pulled in. Do not push them in the card pocket by force, and do not try to pull them out during printing.
- ◆ If a time card is inserted upside down by mistake, it will be printed. Be careful to correctly insert time cards in the card pocket.
- ◆ Do not insert any objects other than time cards.

Initial Print after Time Change

If the clock time has been adjusted to a time change of 5 minutes or more from the currently displayed time, the first printing after the change was made will print the “Hour” in small print. If the change in time is less than 5 minutes, the printing will remain as normal.

8:20

└ the “Hour” in small print

8:28

└ normal print

- The “Hour” is in small print for the first printing when the BX1500 is first operated or after the time has been changed ± 5 minutes or more.
- If the parameters of daylight saving time is set on the day when the automatic time change is to take place, the first printing after the automatic time change will have the “Hour” in smart print.
- If a time change ± 5 minutes or more is made and the clock time is then switched back to within ± 5 minutes of the “actual time”, the printing will be normal.

Note : Since this is an easily recognized feature on time cards, it can also be used as a method of indicating any unauthorized time changes.

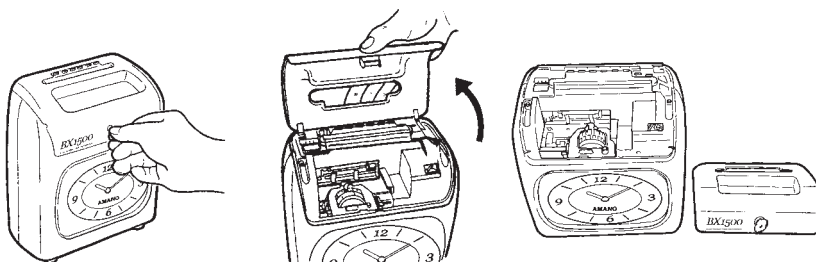
SETTING

Opening/Closing the Lid

Open the lid when you adjust time, change pay period ending date, change year, month or day, replace ribbon cassette, etc.

Note : Open/close the lid with power turned on.

How to open

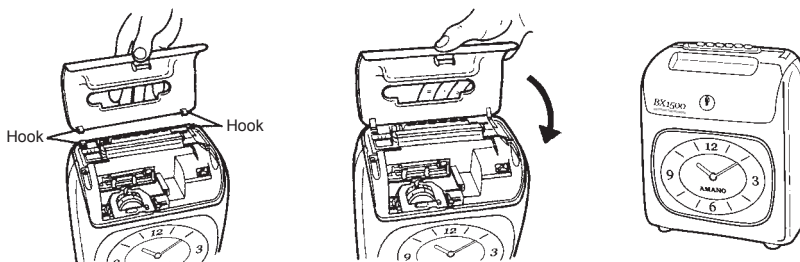


1. Insert the key into the keyhole and turn clockwise.

2. Open the lid upward.

3. Remove the lid.

How to close



1. Engage the hooks of the lid with the hooks of the unit..

2. Close the lid.

3. When the lid is closed, the hands of the clock indicate the current time. Return the key to the original position.

Setting Imprint

Print formats are changed as follows :

① Card Type (with 6mm pitch)

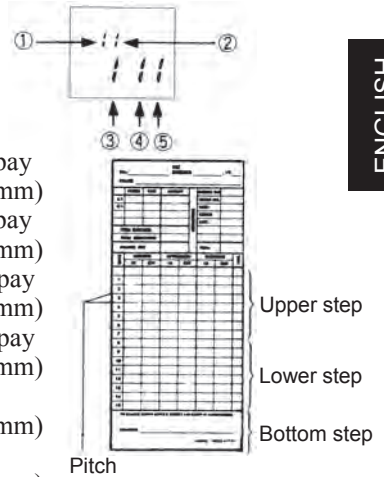
Select from 1~7 the mode which applies to the card you use.

*With 7mm pitch (special order), choose either “2” or “4”.

② Surface Detection Function

*The surface detection function operates only when you use Amano time cards (monthly pay cards) or an equivalent with a surface detection cut-out.

- 1 : Monthly pay
- 2 : Upper step weekly pay (Bottom space : 23mm)
- 3 : Upper step weekly pay (Bottom space : 35mm)
- 4 : Lower step weekly pay (Bottom space : 23mm)
- 5 : Lower step weekly pay (Bottom space : 35mm)
- 6 : Bi-weekly pay (Bottom space : 23mm)
- 7 : Bi-weekly pay (Bottom space : 35mm)



When using a monthly pay time card, select 1 or 2.
When using a weekly or bi-weekly pay time card, 2 is automatically set.

	Surface detection function
1	operational
2	not operational

The selection of setting is possible only when [1: monthly pay] cards are used. When [2~4: weekly or Bi-weekly pay] cards are used, the setting is fixed at [2: not operational].

③ Hour Imprint

- 1 : 24 hours (0~23 hours) (0 is not printed at the tens digit of hour. Example : 9 : 00)
- 2 : 12 hours (AM/PM hours) (Minute is underlined for PM. Example : 9 : 00)
- 3 : 24 hours (0~23 hours) (0 is printed at the tens digit of hour. Example : 09 : 00)

④ Minute Imprint

- 1 : Minutes 2 : 1/100 hour A
- 3 : 1/100 hour B 4 : 1/10 hour

1/100 hour A, 1/100 hour B, and 1/10 hour

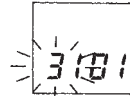
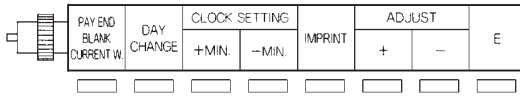
Minute	0	1	2	3	4	5	6	7	8	9	~	29	30	31	32	33	34	35	~	54	55	56	57	58	59
1/100 hour A	00	02	03	05	07	08	10	12	13	15	~	48	50	52	53	55	57	58	~	90	92	93	95	97	98
1/100 hour B	00	00	00	05	05	05	10	10	10	15	~	45	50	50	50	55	55	55	~	90	90	90	95	95	95
1/10 hour	0	0	0	0	0	1	1	1	1	1	~	4	5	5	5	5	5	5	~	9	9	9	9	9	9

⑤ Day of the week imprint

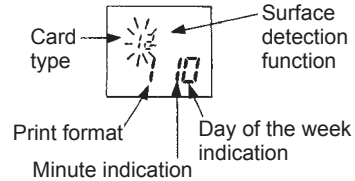
- 0 : Date 1 : English 2 : Spanish 3 : French
- 4 : German 5 : Italian 6 : Japanese
- 7 : Day NO. (1~7) 8 : No indication

Example : Set “Lower step weekly pay (Bottom space : 23mm)”,
 “Surface detection function not operational”, “12-hour
 system printing”, “1/100 hour B” and “Date printing”.

1 Open the lid and turn the setting index.



2 Press the “IMPRINT” button. The initial value will appear.



3 To change the card type, press the “+” or “-” button and set “4”. Press the “E” button to register it.



4 To change the surface detection function, perform the following:
 When [2~7: weekly / Bi-weekly pay] cards are used, the automatic surface detection function is automatically set to [2: not operational]. When [1: monthly pay] cards are used, select the setting using the “+” or “-” button and set by pressing the “E” button.



5 To change the print format, press the “+” or “-” button and set “2”. Press the “E” button to register it.



6 To change the minute indication, press the “+” or “-” button and set “3”. Press the “E” button to register it.



- 7** To change the day of the week indication, press the “+” or “-” button and set “0”. Press the “E” button to register it.



The setting is completed. Close the lid.

If required, other settings can also be performed before closing the lid.

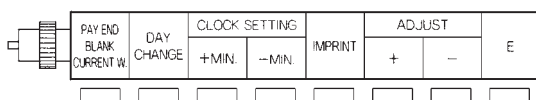
Changing Pay Period Ending Date

Pay period ending date can be set three ways : weekly pay, bi-weekly pay and monthly pay. Select the desired one. Make the selection when setting imprint. (See pages 1-12~1-14.)

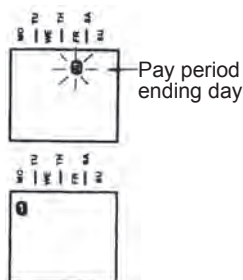
<Weekly pay>

Example : Set the pay period ending day to Monday.

- 1 Open the lid and turn the setting index.



- 2 Press the PAY END button, and the initial value will appear. (The 5 mark blinks at "FR".)

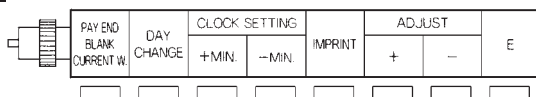


- 3 Press the "+" or "-" button and bring the 1 mark to "MO". Press the "E" button, and the blinking 1 mark stops blinking. The setting has been registered.

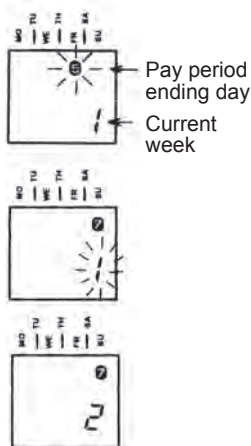
<Bi-weekly pay>

Example : Set the pay period ending day to Sunday and the current week to the second week.

- 1 Open the lid and turn the setting index.



- 2 Press the PAY END button, and the initial value will appear. (The 5 mark blinks at "FR", and the current week is the first week.)

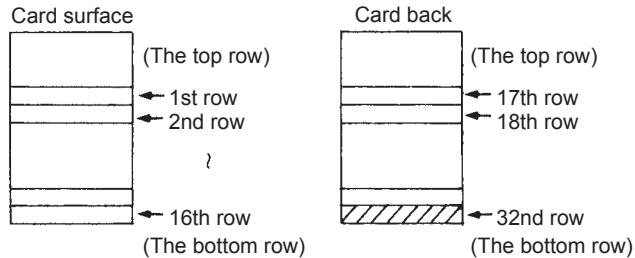


- 3 Press the "+" or "-" button and bring the 7 mark to "SU". Press the "E" button, and the blinking 7 mark stops blinking. The setting has been registered.

- 4 Press the "+" or "-" button to change the number to "2". Press the "E" button, and the blinking number stops blinking. The setting has been registered.

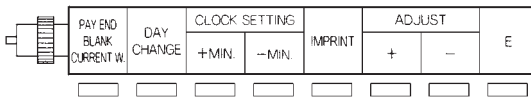
<Monthly pay>

For the “Monthly Pay”, assign “pay period ending date” and “blank row”.
A blank row means a row is left blank out of the 32 rows on the front and back of a time card. The top row of the front is numbered 01 and the last row on the back is numbered 32. The desired row can be set by designating the number.

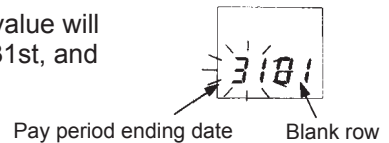


Example : Set the pay period ending date to the 25th and the blank row to the 17th.

- 1 Open the lid and turn the setting index.



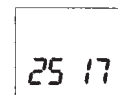
- 2 Press the “PAY END” button, and the initial value will appear. (The pay period ending date is the 31st, and the blank row is the 1st.)



- 3 Press the “+” or “-” button to change the pay period ending date and set 25 in place of 31. Press the “E” button to register it.



- 4 Press the “+” or “-” button to change the blank row and set 17 in place of 01. Press the “E” button to register it.



The setting is completed. Close the lid.

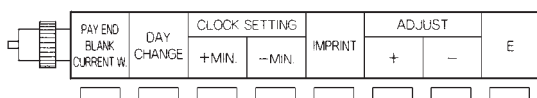
If required, other settings can also be performed before closing the lid.

Day Change Time

A day change time is the time when a print row is changed on a time card. When a day change time is made, only hours are changed, and the minutes is fixed at 00. The initial day change time has been set at 3 o'clock a.m.

Example : Set the day change time at 5 : 00.

- 1 Open the lid and turn the setting index.



- 2 Press the “DAY CHANGE” button. The initial value will appear. (3 : 00)



- 3 Press the “+” or “-” button, then set “05 : 00”. Press the “E” button, and the blinking display will stop blinking. The setting has been registered.



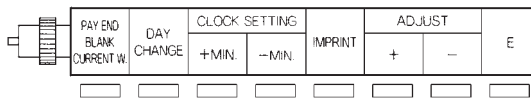
The setting is completed. Close the lid.
If required, other settings can also be performed before closing the lid.

Setting the Clock

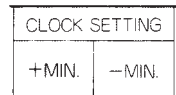
There are two procedures : setting the minutes, and setting the date and hour.

Setting Minutes

- 1 Open the lid and turn the setting index.



- 2 Correct the time by using the “+ MIN.” and “- MIN.” buttons.



Each time this button is pressed, the clock advances one minute. Keep it pressed to advance the minute quickly. When this button is pressed, the clock will start running with the second set to “00” automatically.

Each time this button is pressed, the clock will decrement one minute. Keep it pressed to decrement the minute quickly. When this button is pressed, the clock will start running with the second set to “00” automatically.



When [+ MIN.] or [- MIN.] button is pressed, the display will change to the clock.

* To advance or delay the clock only a few minutes, adjust the time by pressing [+ MIN.] or [- MIN.] button.

* To advance the clock by more than ten minutes, adjust the time by pressing [HR/MN] button described in Setting the Date. (See page 1-20.)

Setting the Date

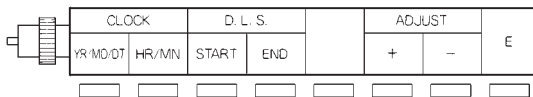
Year, month, date, hour, and minute are set as follows :

Press the “+” or “-” button to change values. Be sure to press the “E” button before setting a new item or when registering values.

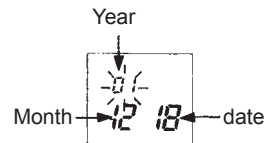
<Setting of Year, Month, and Date>

Example : Change December 18, 2001 to April 21, 2002.

- 1** Open the lid and turn the setting index.



- 2** Press the "YR/MO/DT" button.



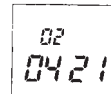
- 3** Press the “+” or “-” button to change the year and press the “E” button. If it is not necessary to change the year, press the “E” button.



- 4** Press the “+” or “-” button to change the month and press the “E” button. If it is not necessary to change the month, press the “E” button.



- 5** Press the “+” or “-” button to change the date. Press the “E” button to register the setting. If it is not necessary to change the date, press the “E” button.



The setting is completed. Close the lid.

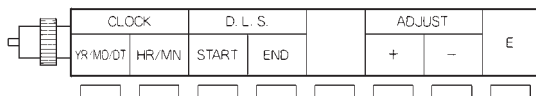
If required, other settings can also be performed before closing the lid.

For year setting, 00 to 95 are 2000s and 96 to 99 are 1900s.

<Setting of Hour and Minute>

Example : Change 18 : 00 to 8 : 30.

- 1 Open the lid and turn the setting index.



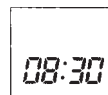
- 2 Press the "HR/MN" button.



- 3 Press the "+" or "-" button to change the hour.
Press the "E" button to register the setting.



- 4 Press the "+" or "-" button to change the minute.
When the "E" button is pressed, the clock hands will move to match the set time and the clock will start at 00 second.



Setting Daylight Saving Time

Starting/ending dates and times of the daylight saving time are set as shown below.

- When the time reaches the registered starting time of the day beginning daylight saving time, the clock will advance 1 hour automatically.
- When the time reaches the registered ending time of the last day of daylight saving time, the clock will return 1 hour automatically.

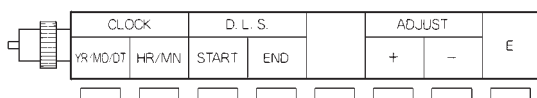
[Automatic updating the setting of Daylight Saving Time]

For example, when starting date is set to April 1st (Sunday) of 2001, and ending date is set to October 28th (Sunday) of 2001, the time recorder understands that the starting date is the 1st Sunday of April and ending date is the last Sunday of October. So, after the Daylight Saving Time period has ended, the setting of the Daylight Saving Time for following year will automatically be re-set as Starting date: April 7th (Sunday) of 2002, Ending date: October 27th (Sunday) of 2002. After setting the Daylight Saving Time once, it is not necessary to set again.

Note : This function works only when both the starting and ending dates of daylight saving time are set.

Example : Set the starting date and time to 5:00, April 1st of 2001.

- 1 Open the lid and turn the index.



- 2 Press the "START" button.



- 3 When the "+" or "-" button is pressed, initial values of the starting year/month/date and this day of the week will be displayed.

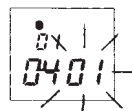


①MO②TU③WE④TH⑤FR⑥SA⑦SU

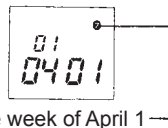
- 4** Confirm the year. If the value is correct, press the “E” button.



- 5** Press the “+” or “-” button to set the starting month. Press the “E” button to register the setting.

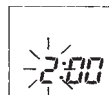


- 6** Press the “+” or “-” button to set the starting date. Press the “E” button to register the setting.

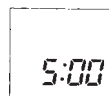


Day of the week of April 1

- 7** By pressing the E button again, starting time will be displayed.



- 8** Press the “+” or “-” button to set the starting time. Press the “E” button to register the setting.
Note : Only Hour can be set for starting time.
Minute will be fixed at 00.



- 9** Press the END button next to the START button. Setting of the ending year/month/date will start. Perform the setting of the ending date in the same way as setting of starting date.



The setting of daylight saving time is completed. Close the lid. If required, other settings can also be performed before closing the lid.

- To confirm the setting contents

After the setting has been completed, each time the START or END button is pressed, display will change between set date and time. The set value can be confirmed.

- To cancel the setting

Set the starting and ending dates to the same date. The daylight saving time function will be invalidated.

TROUBLESHOOTING

Troubleshooting

Trouble	Causes and Corrective Measures	
The time recorder does not accept time card.	Power failure.	⇒ Wait until power supply is restored.
	The power cord is disconnected.	⇒ Insert the power plug firmly into the power outlet.
	Cards were inserted or pulled out by force.	⇒ Pull the power plug out of the power outlet, then insert it again.
A long “beep!” sound is heard without printing.	The card was inserted in the card pocket backwards.	⇒ Insert it in the pocket the other way round.
	The card was not correctly inserted in the card pocket.	⇒ Insert it in the pocket with slight pressure.
The clock does not run.	Power failure.	⇒ Wait until the power supply is recovered.
	The power cord is disconnected.	⇒ Insert the power plug firmly in the power outlet.
	The movement malfunctions.	⇒ Pull the power plug out of the power outlet, then insert it again.
The clock is slow. (or fast)	Mistakes in setting the clock	⇒ Set it correctly referring to “Setting Minutes” (Page 1-18).
	Power failure.	⇒ Reset it referring to “Setting the Date” (Page 1-19).
	The movement malfunctions	⇒ Pull the power plug out of the power outlet, then insert it again.
The date is set incorrectly.	Mistake in setting date.	⇒ Reset the date referring to “Setting the Date” (Page 1-19).
Light printing (Imperfect printing)	The ribbon is worn out.	⇒ Replace the ribbon cassette.
	The ribbon cassette is not set correctly.	⇒ Set it correctly.
The print position is wrong.	Incorrect setting of pay period ending date, etc.	Set them correctly referring to “Changing Pay Period Ending Date” (Page 1-15) for an example.
	Improper use of the time recorder.	⇒ Explain how to insert cards in the card pocket and how to remove them.
Unclear printing	Improper use of the time recorder.	⇒ Explain how to remove a card from the card pocket.

After all the above items have been checked, if the time recorder does not operate correctly, contact your dealer. Do not disassemble or lubricate, etc.

List of Error Codes

When the IN/OUT button lamp has gone out with an error signal, a problem may have occurred inside the time recorder. Disconnect the power cord, and after a while reconnect it to the power outlet. If the time recorder does not return to normal, check the error indication and contact the dealer from whom you bought the time recorder.

- Error code is displayed for 4 seconds after the lid is opened. After 4 seconds, the recorder enters the setting mode.

Error No.	Meaning of Error	Measures
Err 1	Error of clock home position sensor	Contact the dealer from whom you bought the time recorder.
Err 2	Error of column home position sensor	
Err 3	Error of printing timing pulse sensor	

* In case of Err 1 time cards can still be printed on.

IF PRINTS BECOME DIM (replacing the Ribbon Cassette)

⚠ Warning



- **Do not touch the power plug with wet hands.**

This may cause electric shock.



- **Do not harm or damage any cords, such as power cord, etc.**

Also, note that putting a heavy object on them, pulling or bending them by force will likely damage the power cord, which may cause fire or electric shock.



- **Do not disassemble or touch any parts other than the explained part in this Manual.**

This may cause electric shock.

⚠ Caution



- **Before replacing the ribbon cassette, disconnect the power plug from the power outlet.**

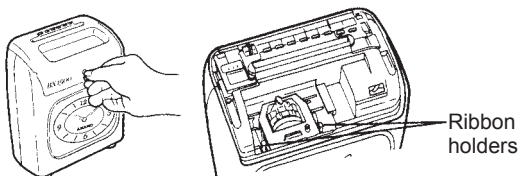
Replacing the ribbon cassette while the power plug is connected may cause injury or electric shock.



- **When disconnecting the power plug be sure to hold the plug, not the cord.**

Pulling the power cord may damage the cord and this may cause fire or electric shock.

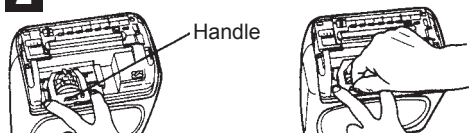
1 Open the lid.



Insert the key into the keyhole, turn it clockwise and open the lid upward.

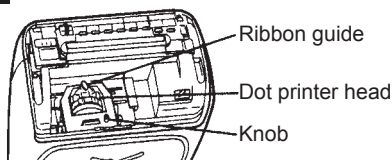
With the dot printer moved to the center, disconnect the power plug from the power outlet.

2 Remove the cassette.



While pulling the ribbon holders toward the front, pull out the handle of the cassette to remove it.

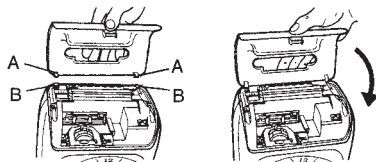
3 Insert a new cassette.



Correctly insert a new cassette between the ribbon guide and the dot printer head.

Push the cassette head until it clicks into place. Turn the knob clockwise to remove any slackness in the ribbon.

4 Close the lid.



Connect the hooks in the lid (A in the figure) with the hooks in the case (B). Bring the lid down toward you until it is inserted into place.

APPENDIX

Daily maintenance

Clean the case when it becomes soiled.

- Wet a soft cloth with water or a neutral detergent and wipe the case lightly.
- Do not use benzene, volatile thinner or other chemicals for cleaning, because they may damage or discolor the case.
- Note that spraying insecticide over the case may also damage or discolor the case.

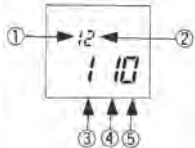


Wipe the window glass with a dry soft cloth. Be careful when wiping it because the glass surface has been specially processed.

Specifications

- Powers source : 110-120VAC $\pm 10\%$ or 220-240VAC $\pm 10\%$, 50/60Hz
- Power consumption : 110-120VAC ... Stand-by 70mA Rated 120mA
220-240VAC ... Stand-by 60mA Rated 80mA
- Operating conditions : Temperature -10°C to 40°C
Humidity 10% to 90 % RH (without condensation)
- Weight : 2.3kg (5.1 lbs.)
- Dimensions : 190(W) \times 224(H) \times 104(D) mm
(7.1/2") \times (8.6/8") \times (4")
- Clock system : Quartz oscillation system, Accuracy ± 3 seconds per week
($25^{\circ}\text{C} \pm 5^{\circ}\text{C}$) ($77^{\circ}\text{F} \pm 10^{\circ}\text{F}$)
- Memory holding function : 3 years of total power failure time (all functions other than internal clock stop) with lithium battery.
Printing cannot be done during power failure.

Initial Values

Content	Set Value Range	Initial Value
Pay period ending date, Pay period ending day, Current week	01~31, 1~7, 1~2	31 (ending on 31st)
Blank	01~32	01 (1st row)
Day time change	Time 00~23	03 (3 : 00 (midnight))
Print format 	① Card type 1 : Monthly pay 2 : Upper step weekly pay (Bottom space : 23mm) 3 : Upper step weekly pay (Bottom space : 35mm) 4 : Lower step weekly pay (Bottom space : 23mm) 5 : Lower step weekly pay (Bottom space : 35mm) 6 : Bi-weekly pay (Bottom space : 23mm) 7 : Bi-weekly pay (Bottom space : 35mm)	1 : Monthly pay
	② 1 : operational 2 : not operational	2 : not operational
	③ Print Format 1 : 24hours (0~23 hours) (0 is not printed at the tens digit of hour. Example : 9 : 00) 2 : 12 hours (AM/PM hours) (Minute is underlined for PM. Example : 9 : <u>00</u>) 3 : 24 hours (0~23 hours) (0 is printed at the tens digit of hour. Example : 09 : 00)	1 : 24 hours (0~23 hours)
	④ Minute Indication 1 : Minutes 2 : 1/100 hour A 3 : 1/100 hour B 4 : 1/10 hour	1 : Minutes
	⑤ Day of the week indication 0 : Date 1 : English 2 : Spanish 3 : French 4 : German 5 : Italian 6 : Japanese 7 : DAY NO. (1~7) 8 : No indication	0 : Date
Daylight savings time	Daylight savings time starting date Execution time : 0 : 00~9 : 00 Daylight savings time Ending date Execution time : 0 : 00 ~9 : 00	yyyy. 1. 1. 2 : 00 yyyy. 1. 1. 3 : 00

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