

Schools Cash Office Income Administration Software

# Epson printer TM-T88IV and TM-T88V installation guide



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### 1. About this document

Thank you for purchasing the Epson receipt printer for use with Schools Cash Office (SCO) version 2.4. This document describes how to install the Epson TM-T88IV or TM-T88V receipt printers.

# Check the label on your receipt printer to confirm the make and model prior to commencing the installation.

The Epson receipt printer can only be connected to one PC; it cannot be configured to be used as a networked printer with Schools Cash Office.

Please do not plug in the receipt printer until instructed to do so.

### 2. Installing and configuring the printer

**IMPORTANT**: Do **NOT** plug in or turn on the power to the printer yet as this will trigger Windows to search for and install incorrect drivers.

#### 2.1. Installing the printer

- Log on to Windows as a user with **Administrator** privileges.
- On your PC, load the Internet and go to the Epson download page:

https://download.epson-biz.com/modules/pos/index.php?page=single\_soft&cid=4249&scat=38&pcat=3

- Scroll to the bottom of the page, read the online software licence agreement and tick 'Accept'
- Click on
   Download...
   to download the Epson receipt printer drivers.
- Double click on the zipped **ADK270ER19.exe** file.
- Click on **Run**.
- Click on Unzip.

| WinZip Self-Extractor - ADK270ER19.exe   | ×                      | WinZip Self-Extractor            |
|--|------------------------|----------------------------------|
| To unzip all files in ADK270ER19.exe to the specified folder press the Unzip button. | Unzip<br>Run WinZip    | 16 file(s) unzipped successfully |
| C:\<br>Cverwrite files without prompting   | Close<br>About<br>Help | ОК                               |

- Click on **OK**.
- Click on **Close**.
- Start **My Computer** and browse to the Local Disk (**C**:) drive.
- Double-click on **OPOSADK**.
- Double-click on ADK270ER19.
- Double-click on **Disk1**.
- Double click on the **setup.exe**.

| ganize ▼ Include in library ▼ Share with ▼ Burn | New folder     |                         |                    |           |
|---|----------------|-------------------------|--------------------|-----------|
| Favorites                                       | ▲ Name         | Date modified           | Туре               | Size      |
| 💻 Desktop                                       | 🚳 _Setup.dll   | 18/05/2006 02:21        | Application extens | 377 KB    |
| 🗼 Downloads                                     | 🗄 data1        | 10/11/2014 15:21        | Cabinet File       | 4,454 KB  |
| 😌 Dropbox                                       | data1.hdr      | 10/11/2014 15:21        | HDR File           | 158 KB    |
| 🕮 Recent Places                                 | 🗄 data2        | 10/11/2014 15:21        | Cabinet File       | 22,885 KB |
| le SkyDrive                                     | install        | 10/11/2014 00:19        | Configuration sett | 6 KB      |
| 퉬 PS Team                                       | 🔁 Installer    | 18/11/2013 00:13        | Adobe Acrobat D    | 836 KB    |
| 퉬 PS figures                                    | 🔁 Installer_SC | 30/04/2014 01:16        | Adobe Acrobat D    | 922 KB    |
| 📔 SF reports                                    | 🚳 ISSetup.dll  | 17/09/2007 17:31        | Application extens | 481 KB    |
| Weekly activities                               | layout.bin     | 10/11/2014 15:21        | BIN File           | 1 KB      |
| 📙 AYE   | Relnote        | 10/11/2014 00:19        | Text Document      | 74 KB     |
| 퉬 SLT meetings                                  | relnote_sc     | 10/11/2014 00:19        | Text Document      | 42 KB     |
|   | E Getup        | 30/04/2014 01:16        | Bitmap Image       | 480 KB    |
| J Libraries                                     | 🛃 setup        | 27/02/2007 16:08        | Application        | 446 KB    |
| Documents                                       | i setup        | 10/11/2014 15:21        | Configuration sett | 1 KB      |
| J Music   | setup.inx      | 10/11/2014 15:21        | INX File           | 396 KB    |
| E Pictures                                      | SupportedDevic | esList 10/11/2014 00:19 | Text Document      | 33 KB     |

• Select the English language.



- Click OK.
- Click Next.



• Read the License Agreement and select I accept the terms of the license agreement.

| Software License Agreement   |   |   |
|--|---|---|
| Please read the following license agreement  | carefully.  |   |
| SEIKO EPSON CORPORATION<br>SOFTWARE LICENSE AGREEMENT  |   | *   |
| IMPORTANTI READ THIS SOFTWARE LIC<br>computer software product, fontware, typefa<br>explanatory writter materials (the "Software"<br>Licensee ("you") on the condition you agree<br>("EFSON") to the terms and conditions set if<br>the Software, you are representing to agree.<br>Agreement. You should read this Agreement<br>Software. If you do not agree with the terms<br>permitted to install or use the Software. | CENSE AGREEMENT Co<br>ces and/or data, includir<br>) should only be installed<br>with SEIKO EPSON CO<br>of thin this Agreement. B<br>all the terms and condition<br>t carefully before installing<br>and conditions of this Agr | AREFULLY. The<br>ng any accompanying<br>or used by the<br>RPORATION<br>y installing or using<br>ns set forth in this<br>g or using the<br>greement, you are not |
| accept the terms of the license agreeme     J do not accept the terms of the license agreeme   | nt<br>greement  |   |
| tallShield   |   |   |

- Click on Next.
- Select No registry file.

| EPSON OPOS ADK Version2.67E R9 UPOS1.11  Select Registry File To import the settings from a previous registry file, please specify the location of the file. |                            |            |        |
|--|----------------------------|------------|--------|
|  |                            |            |        |
|  | No registru file           |            |        |
| 0  | <u>U</u> se registry file. |            |        |
|  | A:\OposData.reg            |            | Browse |
|  |                            |            |        |
|  |                            |            |        |
|  |                            |            |        |
| nstallShi  | eld                        |            |        |
|  | <                          | Back Next> | Cancel |

- Click on Next.
- Select **Developer** and click on **Next**.

| EPSON OPOS ADK Versi                      | an2.67E R9 UPOS1.11  |  |  |
|---|--|--|--|
| Choose the type of se                     | up.  |  |  |
| Click the type of Setu                    | you prefer:  |  |  |
| Developer                                 | Documentation and Sample code will be installed in addition to<br>the components installed for the "User" type. Recommended<br>for application developers. |  |  |
| © <u>U</u> ser                            | The Control Objects, Service Objects, and SetupPOS will be<br>installed. Recommended for regular users.  |  |  |
| © <u>C</u> ustom                          | You may select the options you want to install.  |  |  |
| Destination Folder<br>C:\Program Files\DI | OS\Epson2  |  |  |
| mistalio nicia                            | < <u>Back</u> Next > Cancel  |  |  |

• Click on Next.

| Start Copying Files<br>Review settings before copying   | g files.  |   |                        |   |
|---|---|---|------------------------|---|
| Setup has enough information<br>change any settings, click Bac<br>copying files.  | to start copying the program I<br>k. If you are satisfied with th | iiles. If you want to r<br>e settings, click Nexi | eview or<br>t to begin |   |
| Current Settings:   |   |   |                        |   |
| itte : EPSUN UPUS ADK Ver<br>Version : 2.67<br>Language : US<br>InstalDirectory : C:VProgram Fi<br>SetupType : Developer<br>ShortCutFolder : OPOS<br>Package : CCO, SO, SetupPC | ision2.67E H9 UPUS1.11<br>iles\OPOS\Epson2<br>IS, Sample, Manual  |   |                        | * |
| 4   |   |   | ,<br>•                 | Ŧ |
| InstallShield   |   |   |                        |   |
|   |   |   |                        |   |

• Untick **Serial port** and tick **USB port**.

| EPSON OPOS ADK Version2.67E R9 UPOS1.11 Port selection | ×                    |
|--|----------------------|
| Please select a port.                                  |                      |
| Serial port Parallel port USB port Ethernet port       |                      |
| installShield ————                                     | < Back Next > Cancel |

- Click on Next.
- Wait for the driver to install the window may disappear at this point. Wait for the next window to display.
- Untick **Display the release notes**.

| EPSON OPOS ADK Version2.67E R9 UPOS1.11 |  |  |  |
|---|--|--|--|
|   | InstallShield Wizard Complete<br>The InstallShield Wizard has successfully installed EPSON<br>OPOS ADK. Click Finish to exit the wizard.<br>Display the release notes. |  |  |
|   | < <u>B</u> ack <b>Finish</b> Cancel  |  |  |

- Click on Finish.
- Connect the **USB cable** from the printer to your PC.
- Connect the **power cable** from the printer to the electrical supply.
- Insert the **till roll**.
- Switch the printer on.
- In the Epson control panel **right-click** on **POS printer** and choose **Add New Device**.



- Select the matching **Device Name** and **detailed model (TM-T88IV or TM-T88V)**.
- Enter **ReceiptPrinter** as the LDN and ensure it matches the text below **exactly** (i.e. capital **R** and **P** without any spaces).

| Select <u>D</u> evice Name  | Select detailed <u>m</u> odel.                       | Select Device Name Select detailed model.  |
|---|--|--|
| TM-T88V   | ▼ TM-T88V ▼  | TM-T88IV TM-T88IVU   |
| 🔲 Display Ver1.xx 🛛 🔽 Display Ver   | er2.xx Used Port                                     | Display Ver1.xx V Display Ver2.xx Used Port  |
| Device Description  | TMPORT   | USB USB  |
| EPSON TM-T88V POS Printer   |  | EPSON TM-T88IVU POS Printer  |
| INF File Name.  |  | INF File Name.   |
| C:\PROGRA~1\OPOS\Epson2\PpT8  | 35.INF Browse  | C:\PROGRA~1\OPOS\Epson2\PpT884.INF Browse  |
| dd New LDN  |  | Add New LDN  |
| Set up a logical device name if necess  | ary.   | Set up a logical device name if necessary.   |
| <ul> <li>A logical device name isn't indispens<br/>A logical device name isn't set up in<br/>And, a logical device name can be s</li> </ul> | able.<br>the case as the blank.<br>et up even later. | <ul> <li>A logical device name isn't indispensable.</li> <li>A logical device name isn't set up in the case as the blank.</li> <li>And, a logical device name can be set up even later.</li> </ul> |
| ReceiptPrinter  |  | ReceiptPrinter   |

• Click on **Next**.

# • Ensure the relevant **TMPORT Settings** are displayed to match your printer.

| Add New Device [Communication Settings]   | Add New Device [Communication Settings]                                 |
|---|---|
| TMPORT Settings<br>TMPORT1 (USB) [TM-T88V]  Port is being used by  Make Port Update Port (None) | USB Port Settings<br>USB1 Port is being used by<br>Auto Settings (None) |
| Setup of details of the port.   | Setup of details of the port.   |
| Baud <u>R</u> ate   | Baud <u>R</u> ate   |
| BitLength   | Bitlength 🔽 DutputBuf   |
| Parity  | Parity Output Interval Time 2500 msec                                   |
| StopBit   | StopBit Input SteepTime msec  |
| Handshake   | Handshake   |
| CheckHealth Interactive Device Specific Settings  | QheckHealth Interactive Device Specific Settings                        |
| < <u>B</u> ack <u>F</u> inish Cancel <u>H</u> elp   | < Back Finish Cancel Help   |

- Click on **CheckHealth Interactive**.
- Click on Start.

| POS Printer Check Health Interactive                     |       |  |  |  |
|--|-------|--|--|--|
| Push the [Start] button to start the CheckHealth method. |       |  |  |  |
|  |       |  |  |  |
| Station  | Start |  |  |  |
|  |       |  |  |  |
| C Journal  | Close |  |  |  |
| C Slip   |       |  |  |  |
|  |       |  |  |  |
| Result   |       |  |  |  |
| OPOS_SUCCESS   |       |  |  |  |
| ,  |       |  |  |  |

- The **Result** should display **OPOS\_SUCCESS** if installed correctly.
- Click on **Close**.

| SetupPOS X  |
|---|
| CheckHealth method successful.<br>CheckHealthText = "Interactive HCheck: Complete"<br>ResultCodeExtended = 0 (0x00000000) |
| ОК  |

- Click on **OK**.
- Click on Finish.
- **Close** the Epson Control Panel and **close** the Browser window.

#### Start Schools Cash Office.

- Log on with the Administrator user name and password (or log on with another configured SCO user).
- On the **Configuration** screen, select **System options**.
- Click on the **Device** tab.
- Ensure the settings match those in the image displayed below.

| Ente                                       | er valu                            | es for a  | options     | ε.                   |       |                |         |         |            |        |  |  |
|--|------------------------------------|-----------|-------------|----------------------|-------|----------------|---------|---------|------------|--------|--|--|
| neral                                      | Receipts                           | Device    | Income      | Dinners/Extended     | l Day | Communications | VAT/Tax | Cheques | Biometrics | Online |  |  |
| ption                                      | is set on t                        | his comp  | uter only   |                      |       |                |         |         |            |        |  |  |
|  | Г                                  | What type | e of receip | t printer is fitted? | Rece  | eipt printer   | •       |         |            |        |  |  |
| Is an MICR reader fitted?                  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  | What is the receipt printer width? |           |             |                      |       | 42             |         |         |            |        |  |  |
|  |                                    |           |             | Printer name:        | Rece  | eiptPrinter    |         |         |            |        |  |  |
|  |                                    |           | S           | canner installed?    |       |                |         |         |            |        |  |  |
| Scanner name:                              |                                    |           |             |                      | devm  | ns7120         |         |         |            |        |  |  |
| Cash drawer installed?                     |                                    |           |             |                      |       |                |         |         |            |        |  |  |
| Cash drawer name:                          |                                    |           |             |                      | Cash  | Drawer         |         |         |            |        |  |  |
| Line display installed?                    |                                    |           |             |                      |       |                |         |         |            |        |  |  |
| Line display name:                         |                                    |           |             |                      | Line  | Display        |         |         |            |        |  |  |
| Show remaining daily spend on line display |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |
|  |                                    |           |             |                      |       |                |         |         |            |        |  |  |

• Click on **Done**.

#### 2.2. Testing the receipt printer

If you are already using Schools Cash Office, test the receipt printer as follows:-

- **Restart** Schools Cash Office.
- On the Audit screen, select Income and expenditure log.
- Click on a transaction.
- Click on **Print**.

For new users, the receipt printer can be tested once the first transaction has been entered.

#### 2.3. Configuring the default settings

The settings displayed below can be configured on this PC.

- On the **Configuration** screen, select **System options**.
- Click on the **Receipts** tab.

|        | Syste   | m options    |              | -           |                             |       | and the second |         | -   |
|--------|---------|--------------|--------------|-------------|-----------------------------|-------|----------------|---------|-----|
|        | Ent     | er value     | es for a     | option      | 5.                          |       |                |         |     |
|        | General | Receipts     | Device       | Income      | Dinners/Extended            | l Day | Communications | VAT/Tax | Upg |
|        | Option  | ns set on t  | his compu    | ter only    |                             |       |                |         |     |
|        |         |              |              | Addit       | Thank you for your payment. |       |                |         |     |
|        |         |              |              | Receipt p   | 10.00                       |       |                |         |     |
|        |         | Behavio      | ur if receip | pt value is | Never print -               |       |                |         |     |
| 1      |         | Behavio      | ur if receip | ot value is | Always print 🗸              |       |                |         |     |
|        | 5       | Separate thr | reshold an   | d options   | <b>V</b>                    |       |                |         |     |
| 1      |         |              | Casł         | h receipt p | 5.00                        |       |                |         |     |
|        | Cas     | sh: behavio  | ur if receij | pt value is | Prompt for printing -       |       |                |         |     |
|        | Cas     | sh: behavio  | ur if receip | pt value is | Always print 👻              |       |                |         |     |
|        |         | 'Show        | receipt a    | <b>V</b>    |                             |       |                |         |     |
| ( III) |         |              |              |             |                             |       |                |         |     |

## 3. Troubleshooting

If the receipt printer does not print, refer to the FAQ on our website: on the Tucasi website <u>www.tucasi.com</u>, click on the link to **Support**, select **Frequently Asked Questions** and select **FAQ1002 - My Epson receipt printer isn't working** 

(or go direct to http://www.tucasi.com/faq1002).

#### Printing to an A4 printer

In the absence of an Epson receipt printer, to set up Schools Cash Office to print to an A4 printer, refer to the FAQ on our website: on the Tucasi website <u>www.tucasi.com</u>, click on the link to **Support**, select **Frequently Asked Questions** and select **FAQ1031 - I do not have a receipt** printer. How can I set up Schools Cash Office to print to my A4 printer?

(or go direct to http://www.tucasi.com/faq1031).

#### 4. Support

If you have any queries when installing the Epson receipt printer, please contact:

Tucasi Customer Support Email: <u>support@tucasi.com</u> Tel: 0844 800 4017