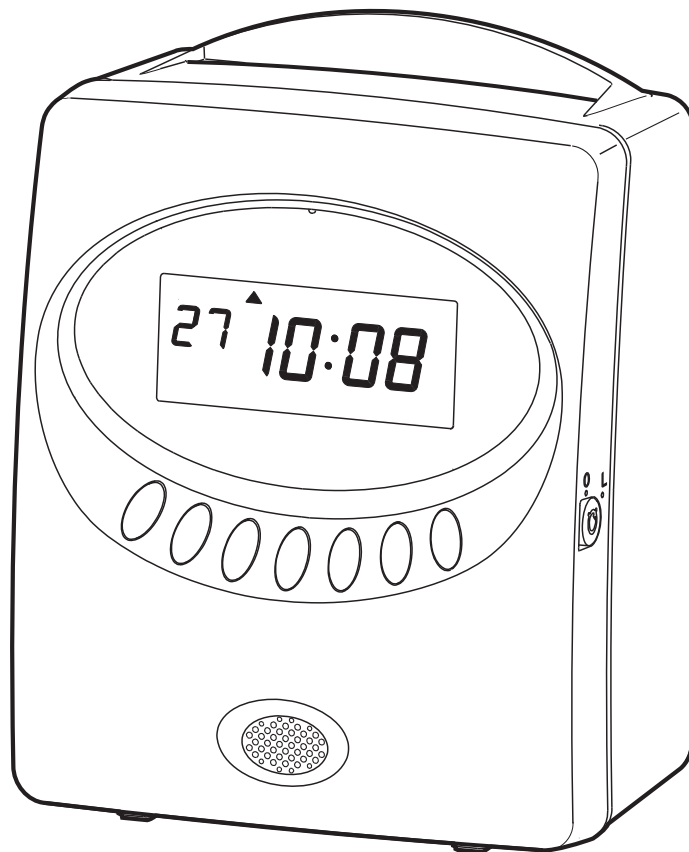


TIME RECORDING TERMINAL

# QR-7550

USER'S MANUAL



**SEIKO Precision**

# INTRODUCTION

Thank you for purchasing our Quartz Time Recorder. For safe and proper operation, please carefully read this manual before using it and save it for reference.

Bescheinigung des Herstellers/Importeurs

Dies Gerät entspricht den Bedingungen der Niederspannungs-Vorschrift 73/23/EEC und dem EMVG nach 89/336/EEC.

This unit complies with the Low Voltage Directive 73/23/EEC and the EMC Directive 89/336/EEC.

Maschinenlärminformations-Verordnung 3. GPSGV:

Der höchste Schalldruckpegel beträgt 70 dB (A) oder weniger gemäss EN ISO 7779.

Die zugehörige Steckdose muß nahe beim Gerät angebracht und leicht zugänglich sein.

1. The details of this User's Manual are subject to change without previous notification.
2. This User's Manual has been prepared with the utmost care to cover all aspects of the time recorder's use.  
If you feel, however, that some explanations are inadequate, unclear, or difficult to understand, please do not hesitate to contact the dealer or the shop from which you have purchased your Time Recorder.
3. Be sure to use your Time Recorder after you have fully understood the hardware and software specifications and limits.
4. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, mechanical, photocopying, recording or otherwise.
  - Place the time recorder at the position close to the wall outlet so that it is easily accessible to disconnect.
5. In no event shall we be liable for any losses and damages of the data stored in a time recorder or a USB thumb drive.
6. Even when above losses or damages of the data happen, we are not responsible for data recovery.

Die in dieser Bedienungsanleitung enthaltenen Angaben können jederzeit ohne vorherige Ankündigung geändert werden.

Diese Bedienungsanleitung wurde mit äußerster Sorgfalt erstellt, um alle Einzelheiten hinsichtlich der Bedienung des Zeiterfassungsgerätes darzustellen. Sollten Sie dennoch Fragen haben oder Fehler in der Anleitung entdecken, nehmen Sie bitte mit uns Kontakt auf.

Wir haften nicht für direkte oder indirekte Schäden, die durch die Verwendung dieser Betriebsanleitung entstehen.

Lesen Sie diese Anleitung aufmerksam und benutzen Sie Ihr Zeiterfassungsgerät erst dann, wenn Sie die Angaben über die Hardware und Software richtig verstanden haben.

Wir können in keinem Fall haftbar gemacht werden für den Verlust von Daten die sich in der Stempeluhr oder auf dem USB Speicher befinden.

Sollte solch ein Datenverlust auftreten können wir auch nicht für die Wiederbeschaffung oder Wiederherstellung der Daten herangezogen oder haftbar gemacht werden.

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# 1. PRECAUTIONS







This operation manual is prepared for safe and proper use of the unit. Please follow all the instructions to avoid possible danger to yourself or others and damage to the unit.



## Signs

Various warnings and cautions are provided throughout this manual along with signs. Remember each sign and its explanation listed below for your safety and proper operation of the unit. This operation manual is prepared for safe and











|  |  |
|--|--|
|  <b>Warning</b> | Improper handling may cause bodily accidents including death and serious injury. |
|  <b>Caution</b> | Improper handling may harm the human body or material.                           |

|  |   |
|--|---|
|  Improper handling may cause electric shock DANGER. |  "Must-Do" sign.                                       |
|  DO NOT disassemble the unit.                       |  Be sure to remove the line cord plug from the outlet. |
|  "Don't" sign.                                      |   |

|  |   |
|--|---|
|  <b>Warning</b> |   |
|                 | Do not disassemble the unit. There is a high voltage present inside, possibly leading to an electric shock.   |
|                 | Do not modify the unit. Modifications may cause a fire and/or electric shock.   |
|                 | If any anomaly occurs, for example, heat or smoke is generated or an odor is emitted, unplug the unit immediately and contact your dealer for servicing. There is a danger that further use may cause a fire or electric shock. |
|                 | Do not use any voltage of the power source other than designated.<br>Do not share a single outlet with another plug. These may lead to fire or shock hazards.   |
|                 | Do not damage, break, or modify the power cord. Do not put a heavy object on, pull, or forcefully bend the cord, either. These may damage the cord, possibly resulting in a fire or electric shock.                             |

|   |  |
|---|--|
|  | If foreign matter should get in the unit (including a piece of metal, water, or liquid), disconnect the plug from the outlet immediately and contact your dealer for servicing. There is a danger that further use may cause a fire or electric shock. |
|  | Do not plug or unplug the unit with a wet hand. You may get an electric shock.   |

|   |                  |
|---|------------------|
|  | <h2>Caution</h2> |
|---|------------------|

|   |  |
|---|--|
|    | Do not place the unit on an uneven or tilted surface. This may result in injuries due to the unit dropping or falling off.   |
|    | Do not put a water-filled container or a metal object on top of the unit. If water is spilled or the metallic object slips inside, a fire or shock hazard may occur.       |
|    | Do not install the unit in a humid or dusty environment. It may cause a fire or electric shock.  |
|   | Do not place the unit near kitchen counter or humidifier. Oil, smoke, or steam generating from them may cause fire or shock hazards.                                       |
|  | Do not yank the power cord to disconnect from the outlet. Hold the plug with your hand to do so, or the cord may be damaged, possibly leading to a fire or electric shock. |
|  | Remove the line cord plug from the outlet before transferring the unit, or it may damage the cord, possibly leading to a fire or electric shock.                           |
|  | Be careful not to contact the print head, as you may get hurt or burned.   |
|  | Make sure to insert the power plug as far as it will go. Improper insertion of the plug may develop fire or shock hazards.   |
|  | Do not insert or drop any other time card than specified into the slot. Such misuse may cause a fire or electric shock.  |
|  | If the unit should be dropped or the case be broken, unplug the unit and contact your dealer for servicing. Further use may lead to a fire or shock hazard.                |



|  |
|--|
| <b>Daily Care</b>  |
| For cleaning, turn the power off and wipe the case clean of dust and dirt with a dry cloth, etc. |






# Vorsichtsmassnahmen







Dieses Bedienerhandbuch stellt die sichere und ordnungsgemäße Verwendung des Geräts sicher. Befolgen der Anweisungen schützt den Bediener und andere vor Verletzungen und verhindert die Beschädigung des Geräts.



## Warnschilder









Nachfolgend werden Schilder mit Warn- und Vorsichtshinweisen dargestellt. Um das Gerät sicher und ordnungsgemäß handhaben zu können, hat sich der Bediener jedes Schild und die nachstehende Erklärung zu beachten. Dieses Bedienerhandbuch stellt die sichere und ordnungsgemäße Verwendung des Geräts sicher. Befolgen der

|   |  |
|---|--|
|  <b>Achtung</b>  | Unangebrachte Handhabung kann zu Unfällen mit ernststen und tödlichen Körperverletzungen führen. |
|  <b>Vorsicht</b> | Unangebrachte Handhabung kann zu Körperverletzungen oder Sachschäden führen.                     |

|   |   |   |  |
|---|---|---|--|
|   | Unangebrachte Handhabung kann zu GEFAHREN wie elektrischen Schlag führen. |   | Das Schild weist auf unbedingt erforderliche Handlungen hin. |
|  | Das Gerät NICHT auseinandernehmen.  |  | Den Stecker des Anschlußkabels aus der Netzsteckdose ziehen. |
|  | Das Schild weist auf zu unterlassende Handlungen hin.                     |   |  |

|  |  |
|--|--|
|  <b>Achtung</b> |  |
|                 | Das Gerät nicht auseinandernehmen. Die hohe Spannung im Gehäuse könnte zu einem elektrischen Schlag führen.  |
|                 | Das Gerät nicht umbauen. Änderungen könnten ein Feuer verursachen und/oder zu einem elektrischen Schlag führen.  |
|                 | Tritt ein abnormaler Zustand ein, das Gerät wird z.B. heiß, raucht oder ein Geruch macht sich bemerkbar, sofort den Stecker aus der Netzsteckdose ziehen und den Kundendienst des Händlers benachrichtigen. Die weitere Verwendung könnte ein Feuer verursachen oder zu einem elektrischen Schlag führen.          |
|                 | Das Gerät nur an eine Stromquelle mit der vorgeschriebenen Spannung anschließen. Anschluss von zwei Geräten an eine Netzsteckdose vermeiden, da dies ein Feuer verursachen oder zu einem elektrischen Schlag führen könnte.  |
|                 | Das Anschlusskabel vor Beschädigung oder Bruch schützen und auf keine Weise ändern. Ferner keine schweren Gegenstände auf das Kabel stellen und jegliches ziehen oder knicken des Kabels unterlassen. Das Kabel wird dadurch beschädigt und könnte ein Feuer verursachen oder zu einem elektrischen Schlag führen. |

|   |  |
|---|--|
|  | Geraten Fremdkörper (einschließlich Metallstücke, Wasser oder sonstige Flüssigkeiten) in das Gerät, sofort den Stecker aus der Netzsteckdose ziehen und den Kundendienst des Händlers benachrichtigen. Die weitere Verwendung könnte ein Feuer verursachen oder zu einem elektrischen Schlag führen. |
|  | Den Stecker des Geräts nicht mit nassen Händen in die Netzsteckdose einstecken bzw. herausziehen, da dies zu einem elektrischen Schlag führen könnte.  |

|   |  |
|---|--|
|  <b>Vorsicht</b> |  |
|                  | Das Gerät nicht auf eine unebene oder schräge Oberfläche zu stellen. Das Gerät könnte nach unten rutschen bzw. fallen und zu Verletzungen führen.  |
|                  | Die Oberfläche des Geräts nicht zum Abstellen von Wasserbehältern oder Metallgegenständen verwenden. Wenn verschüttetes Wasser eindringt oder ein Metallgegenstand in das Gerät fällt, kann dies ein Feuer verursachen oder zu einem elektrischen Schlag führen. |
|                  | Das Gerät nicht in einer feuchten oder staubigen Umgebung installieren, da dies ein Feuer verursachen oder zu einem elektrischen Schlag führen könnte.   |
|                | Das Gerät nicht in der Nähe einer Küchenanrichte oder eines Befeuchters installieren. Das dort vorhandene bzw. erzeugte Öl, Rauch oder Dampf kann ein Feuer verursachen oder zu einem elektrischen Schlag führen.  |
|                | Das Anschlusskabel nicht mit Gewalt aus der Steckdose ziehen, sondern mit der Hand entfernen. Beschädigung des Kabels könnte ein Feuer verursachen oder zu einem elektrischen Schlag führen.   |
|                | Bei Umstellen des Geräts den Stecker des Anschlusskabels aus der Netzsteckdose ziehen. Beschädigung des Kabels könnte ein Feuer verursachen oder zu einem elektrischen Schlag führen.  |
|                | Berühren des Druckkopfes vermeiden, da dies zu Verletzungen oder Verbrennungen führen könnte.  |
|                | Den Netzstecker ganz einstecken. Unangebrachtes Einstecken des Netzsteckers kann ein Feuer verursachen oder zu einem elektrischen Schlag führen.   |
|                | Nur die vorgeschriebenen Stempelkarten verwenden. Die Verwendung unangebrachter Karten kann ein Feuer verursachen oder zu einem elektrischen Schlag führen.  |
|                | Fällt das Gerät oder wird das Gehäuse beschädigt, den Netzstecker herausziehen und den Kundendienst des Händlers benachrichtigen. Die weitere Verwendung könnte ein Feuer verursachen oder zu einem elektrischen Schlag führen.                                  |

### **Tägliche Pflege**

Das Gerät ist bei der Reinigung abzuschalten und mit einem trockenen Tuch von Staub und Schmutz zu befreien.

## 2. FEATURES

---

- The following two functions can be used by installing a dedicated software on PC.

You can set functions with a USB thumb drive.

You can output punched data to a USB thumb drive.

- The unit can store the punched data for 63 days per card.
- You can print up to six times per day.
- Automatic IN/OUT printing column shift by VN card (Up to 100 cards can be used for one period.)
- It is possible to select one of three pay periods.  
----- Monthly / Weekly / Bi-weekly
- Weekly program controls the external time signal.(Relay)
- The unit resumes when the power returns after a power outage, without any need for re-setting the date or time.
- You can set the automatic daylight saving time program.
- You can select desired language from;  
English / Spanish / German / French / Italian / Portuguese
- It is possible to use for wall mounting or table mounting.

### Environmental Conditions

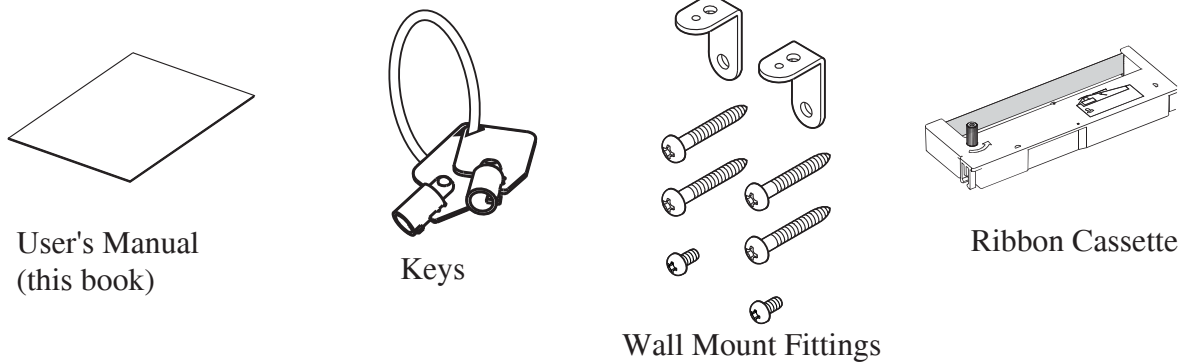
Avoid placing the unit in such places as:

- is humid or dusty;• is exposed to direct sunshine;• vibrates often or all time;
- is outside the temperature range between -5°C and 45°C;
- is affected by chemicals or ozone.

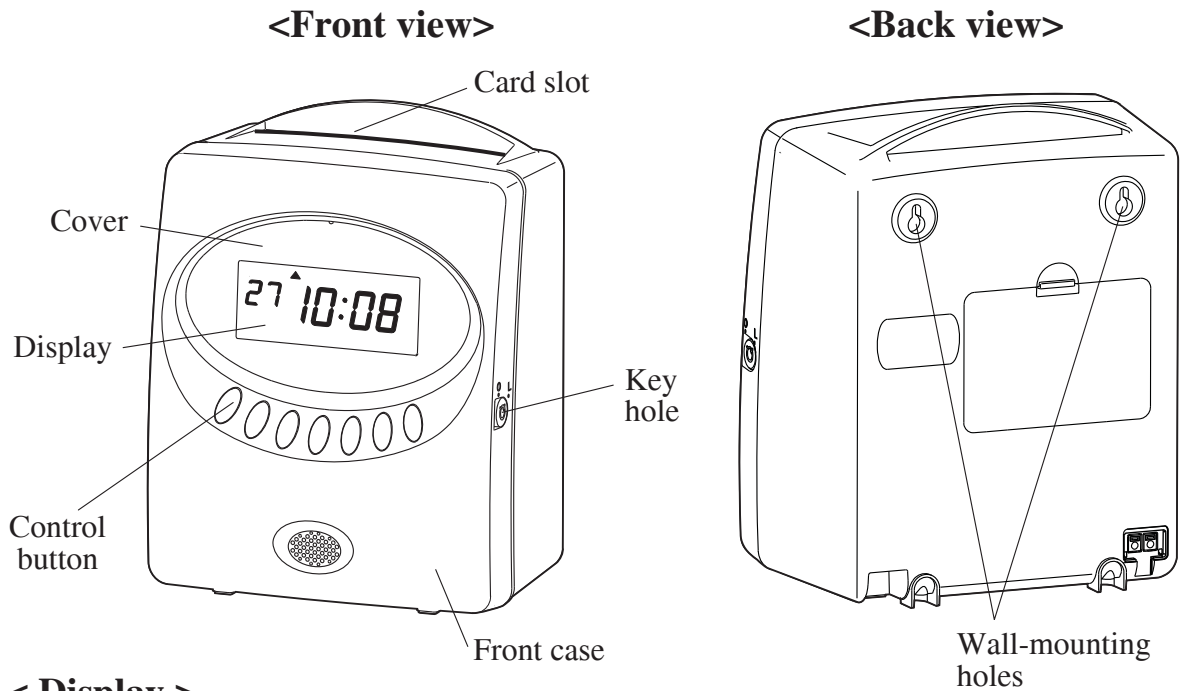


# 3. GETTING STARTED

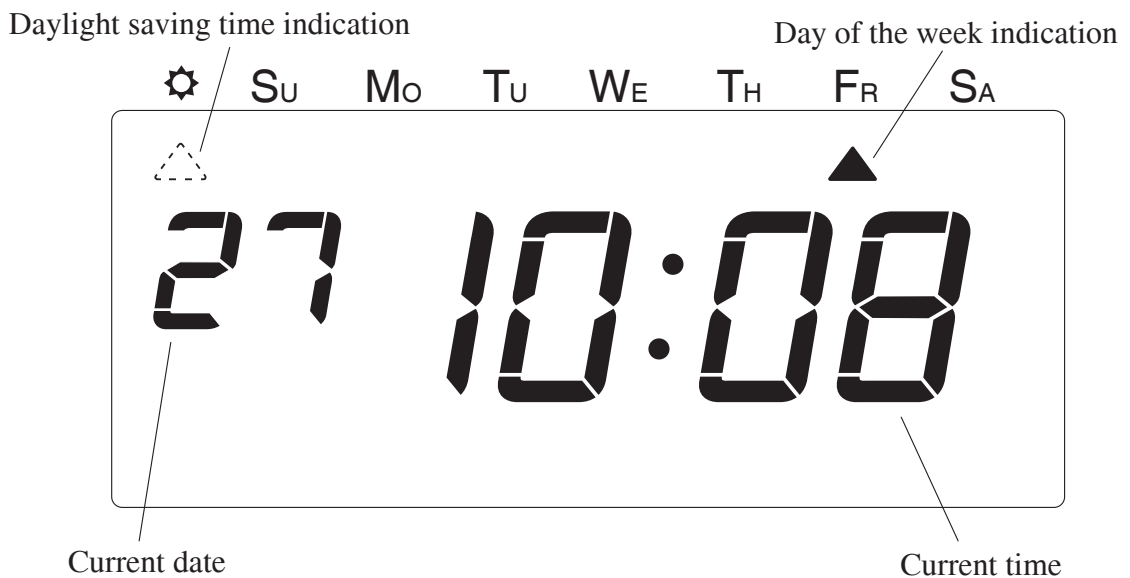
## Unpacking the QR-7550



## Overview



### < Display >



# Installing Ribbon Cassette

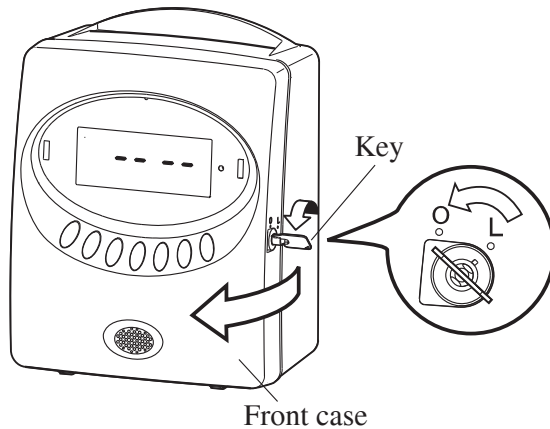


Please do not turn the key while the front case is open.  
Please do not move print head with your hand unnecessarily, and do not touch cables when you install the ribbon. It might cause a malfunction of the unit.

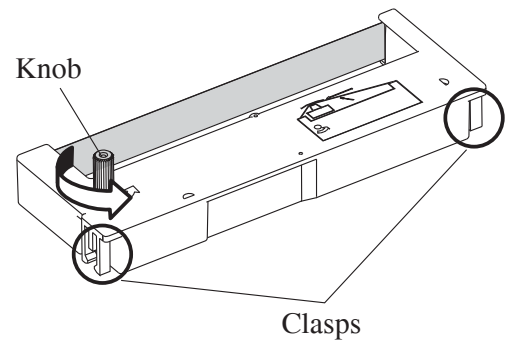


Make sure the power is on before installing.

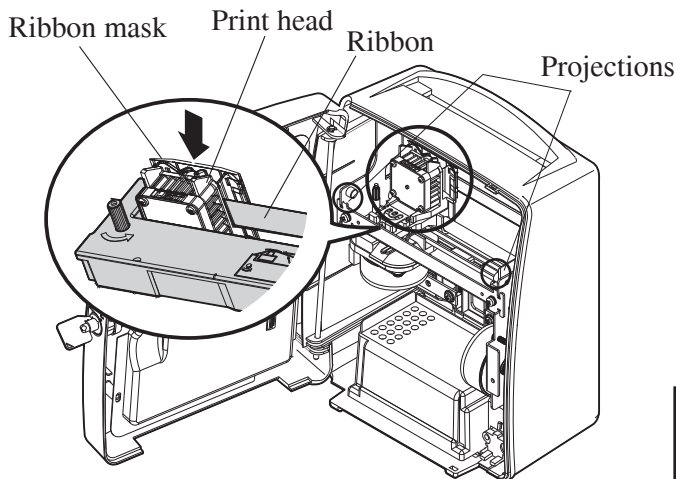
- 1** While pushing, turn the key to "O" position, and open the front case.



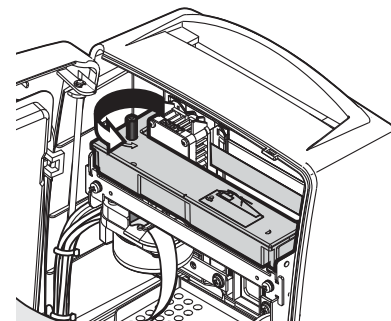
- 2** Turn the knob on the cassette in the arrow-indicated direction to make the ribbon taut.



- 3** To insert the cassette inside the unit, thread the ribbon between the ribbon mask and the print head.



- 4** Slide the clasps on the lower side of the cassette into projections on the unit. Keep pushing the cassette until the clasps catch and snap into position.



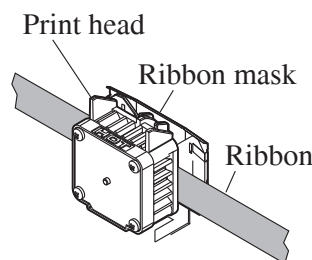
**Point** If it is difficult to insert the ribbon cassette, try it while turning the knob.



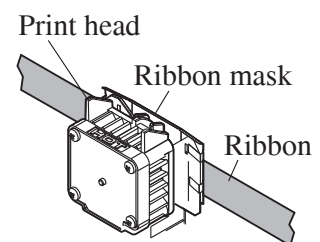
## Precautions for inserting a new ribbon cassette

The ribbon should be between the print head and the ribbon mask. Printing failure may occur if the ribbon is placed behind the ribbon mask.

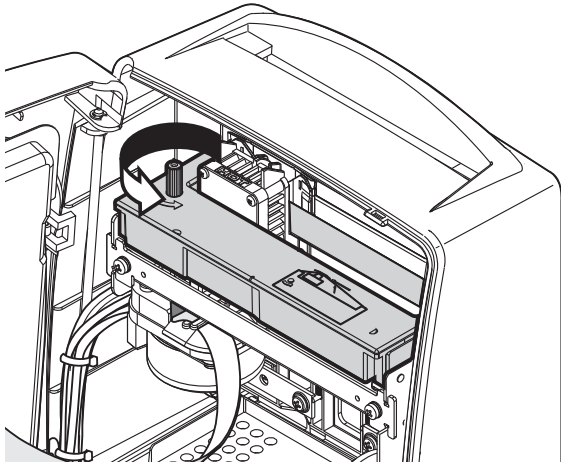
### Correct



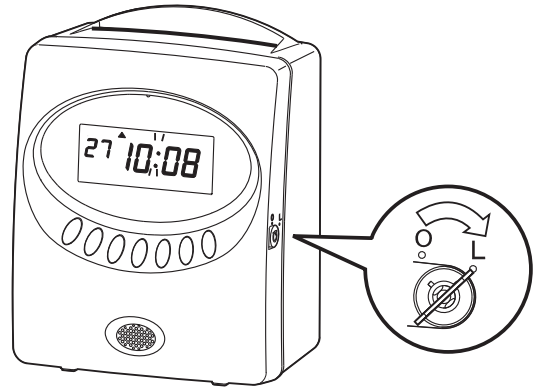
### Incorrect



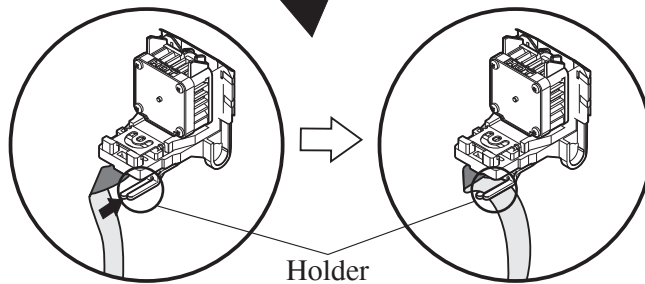
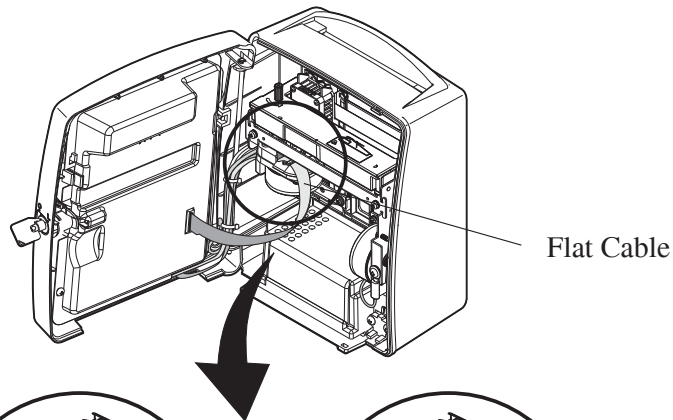
**5** Turn the knob of the cassette in the counter clockwise to tighten the ribbon.



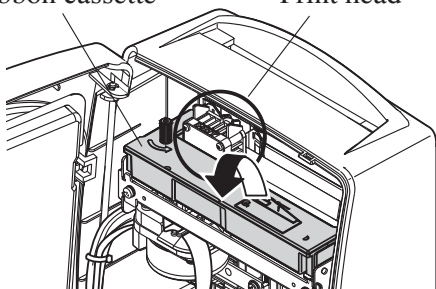
**6** Close the front case, and turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing.



When the flat cable connected to the print head comes off from the holder, please set the cable as shown in the following figure. The flat cable might be damaged when the unit is used with the cable coming off.



Ribbon cassette      Print head



**Point How to remove the ribbon cassette**

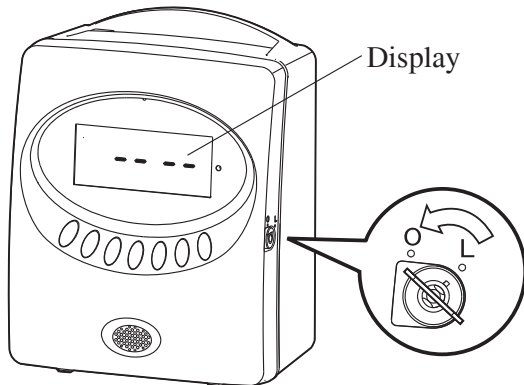
Hold the center of the cassette, lift it from the back, and then pull it toward you.

# Basic Procedure for Functional Operation



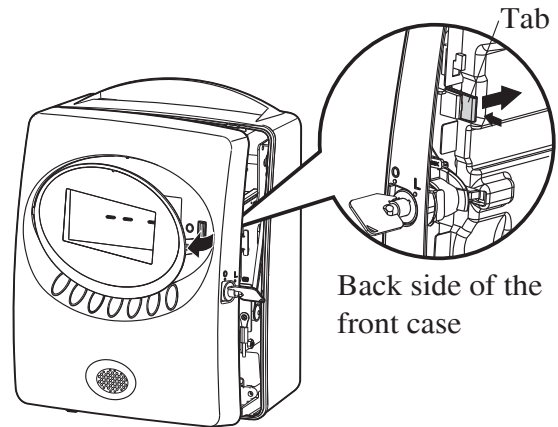
Make sure the power is on before operating the unit.

- 1 While pushing, turn the key to "O" position. At that moment, display will be as shown in the following figure.

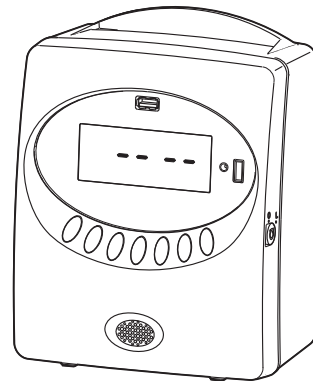


- 2 Open the front case and remove the cover by pushing the tab in the arrow-indicated direction.

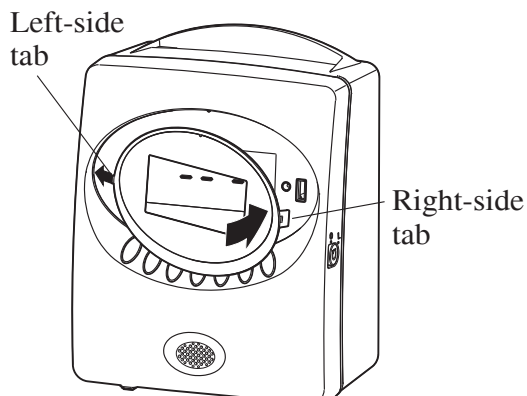
\*Be careful not to break the tab of the cover while keeping it away from the unit.



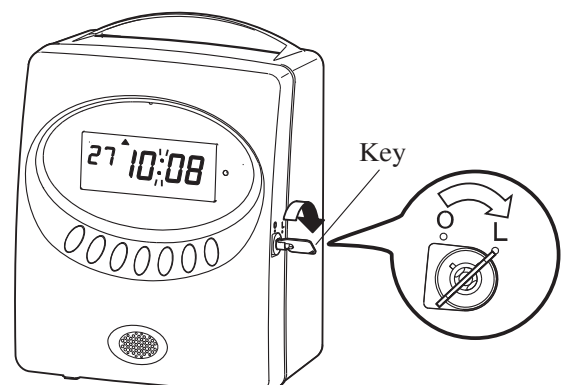
- 3 Close the front case. Now you can see the setting label and try desired operation such as setting, data communication via the USB thumb drive, etc., with control buttons.



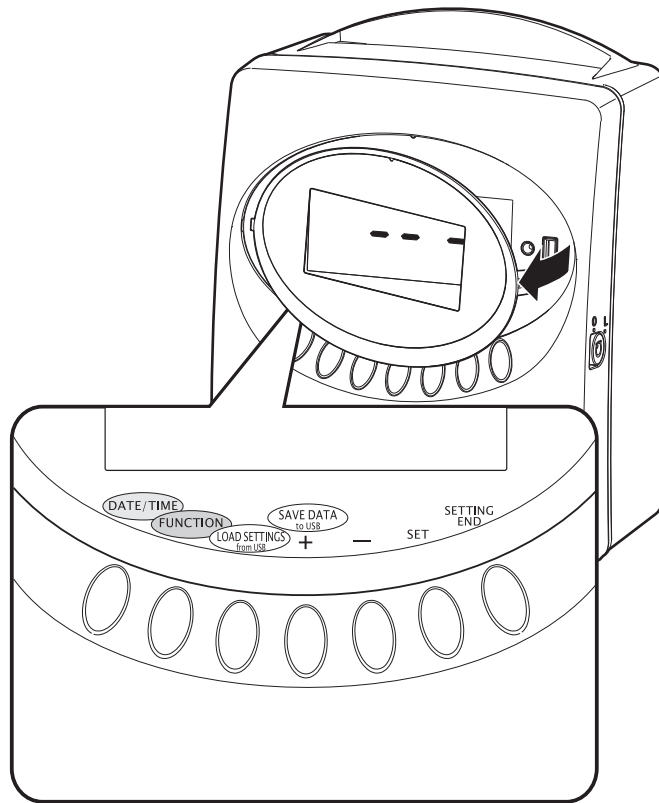
- 4 After finishing the operation, insert the left-side tab of the cover into the left-side hole of the front case. Then, insert the right-side tab into the right-side hole and push the cover until it snaps into position. \*Be sure that the tabs of the cover are held in the right position.



- 5 Close the front case and turn the key to "L" position. Make sure "date" and "time" are indicated on the display and colon is flashing.



# Overview of Control Buttons



## **DATE/TIME button**

Use the **DATE/TIME** button when you want to change the date and/or time. (Make sure to push it for 1 second before going to setting mode.)

**FUNCTION button** Use the **FUNCTION** button when you want to change the pay period, print format, and so on. (Make sure to push it for 1 second before going to setting mode.)

## **LOAD SETTING button**

Use the **LOAD SETTING** button when you want to change setting data by using PC and load it to the units through the USB thumb drive. (Make sure to push it for 1 second before going to load setting mode.)

## **SAVE DATA button**

Use the **SAVE DATA** button when you want to save punched data to the USB thumb drive and transfer it to PC. (Make sure to push it for 1 second before going to save data mode.)

## **+ or - button**

When you push the + or - button, you can change the set value.



## **SET button**

You can set the value selected on the display by pushing the **SET** button.



## **SETTING END button**

Push this button when you get out of the setting mode.

# 4. SETTINGS

You can set the following functions to the unit.

| Item No. | Function name                    | Setting by      |     | Default setting   |
|----------|----------------------------------|-----------------|-----|---|
|          |                                  | Control Buttons | USB |   |
| 1.       | Hour Display Format              | Yes             | Yes | AM/PM hour  |
| 2.       | Time                             | Yes             | No  | 00:00 (Note 1)  |
| 3.       | Date                             | Yes             | No  | 1, JAN, 2000 (Note 1)   |
| 4.       | Pay Period                       | Yes             | Yes | Monthly, 31   |
| 5.       | Day Advance Time                 | Yes             | Yes | 5:00 (24-hour)  |
| 6.       | Device Number                    | Yes             | No  | 001   |
| 7.       | Password                         | Yes             | No  | No setting  |
| 8.       | Print Format                     | No              | Yes | Date, 24-Hour, Minute<br>Regular Minute (1/60)                      |
| 9.       | Print Language                   | No              | Yes | English   |
| 10.      | Daylight Saving Time             | No              | Yes | No setting  |
| 11.      | Weekly Program                   | No              | Yes | No setting  |
| 12       | Duration of External Time Signal | No              | Yes | Duration 1 = 5 sec.<br>Duration 2 = 10 sec.<br>Duration 3 = 20 sec. |

**Note 1:** Date and time are set at the same day of shipment by factory default setting.

# Selecting the Hour Display Format

You can select desired hour display format from following 2 options.

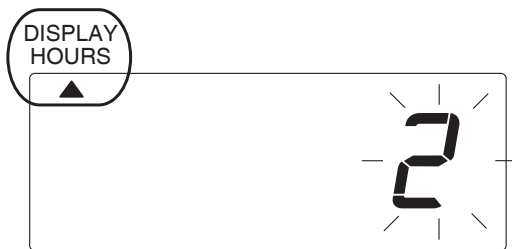
| Order options |
|---------------|
| 1. AM / PM    |
| 2. 24 Hour    |

The clock default is "2: 24 Hour".



**Before you start setting, make sure to see "Basic Procedure for Functional Operation".**

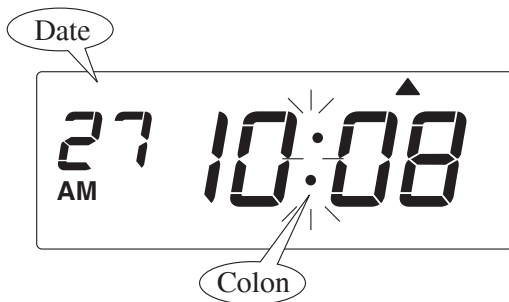
**Example** Change the format to "1: AM / PM".



**1** Push the **DATE/TIME** button for 1 second and position the "▲" under the "DISPLAY HOURS" mark.



**2** In case of the example, push the **+** or **-** button to set at "1" and then push the **SET** button. At that moment, display will stop flashing and the setting is now completed.

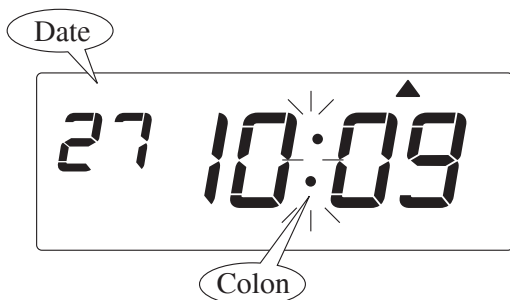
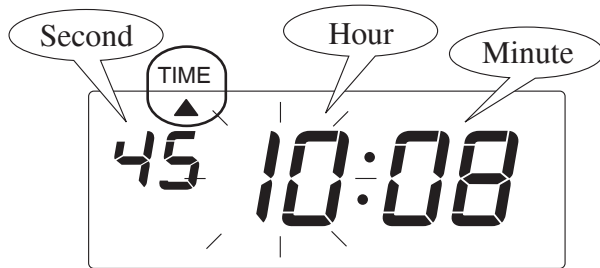


**3** Push the **SETTING END** button to get out of the setting mode. Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and colon is flashing. Then replace the cover.

# Setting the Time

**!** Before you start setting, make sure to see "Basic Procedure for Functional Operation".

**Example** Change the time from 10:08 to 10:09.



- 1 Push the **DATE/TIME** button for 1 second and position the "▲" under the "TIME" mark.

"▲" mark can be moved by **DATE/TIME** button.

A flashing number can be changed.

- 2 **Change the "Hour".**

In case of the example, push the **SET** button because the hour is not to be changed. At that moment, the flashing will change from "Hour" to "Minute".

- 3 **Change the "Minute".**

Push the **+** or **-** button to set "Minute" at "09" and then push the **SET** button.

- 4 Push the **SETTING END** button to get out of the setting mode.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

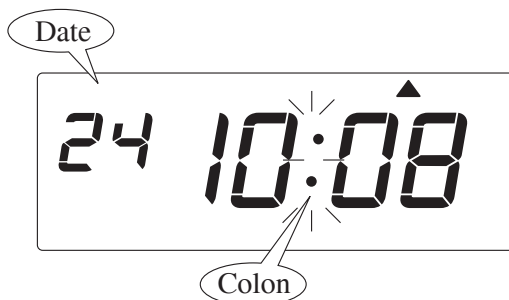


# Setting the Date



Before you start setting, make sure to see "Basic Procedure for Functional Operation".

**Example** Change the date from Oct. 23, 2008 to Oct. 24, 2008.



- 1 Push the **DATE/TIME** button for 1 second and position the "▲" under the "DATE" mark.

"▲" mark can be moved by **DATE/TIME** button.

A flashing number can be changed.

- 2 **Change the "Year"**.

In case of the example, push the **SET** button because the year 2008 is not to be changed. At that moment, the flashing will change from "Year" to "Month".

- 3 **Change the "Month"**.

In case of the example, push the **SET** button because the month of October is not to be changed. At that moment, the flashing will change from "Month" to "Date".

- 4 **Change the "Date"**.

Push the **+** or **-** button to set "Date" at "24" and then push the **SET** button. At that moment, the display will stop flashing, and the setting is now completed.

- 5 Push the **SETTING END** button to get out of the setting mode.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# Setting Pay Period and Pay Period Ending Date/Day

The unit default is "monthly pay period".

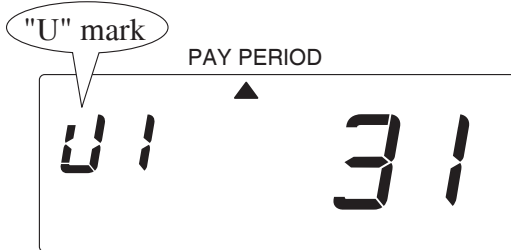
If you change pay period setting, the unit regards pay period is once closed and the next punch will be printed in the first column of the new period.

When you change the pay period, make sure to use a new time card.

## Monthly/Weekly/Bi-weekly

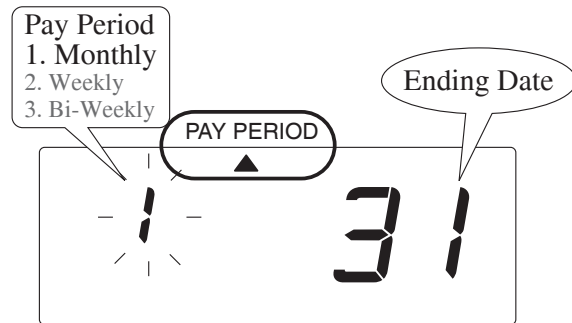
**!** Before you start setting, make sure to see "Basic Procedure for Functional Operation".

When the pay period is set by the USB thumb drive, it cannot be changed.



"U" mark is indicated on the left-side of display, and you can not change setting with control buttons on the unit.

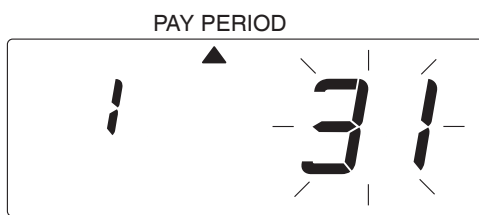
**Example** Change the Pay Period Ending Date to the 20th.



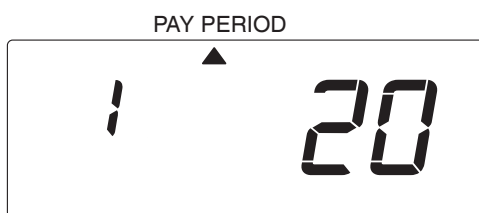
**1** Push the **FUNCTION** button for 1 second, and position the "▲" under the "PAY PERIOD" mark.

"▲" mark can be moved by **FUNCTION** button.

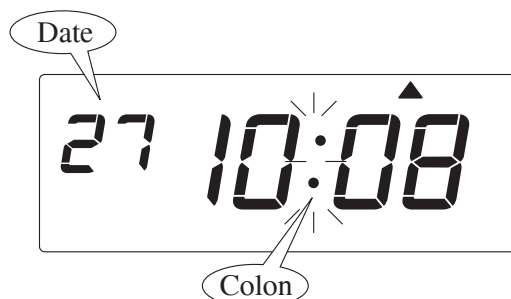
A flashing number can be changed.



**2** **Change the "Pay Period"**. In case of the example, Push the **SET** button because the "Pay Period" is not to be changed. At that moment, the flashing will change from "Pay Period" to "Ending date".



**3** **Change the "Ending Date"**. In case of the example, push **+** or **-** button to set at "20" and then push the **SET** button. At that moment, the display will stop flashing, and the setting is now completed.



**4** Push the **SETTING END** button to get out of the setting mode. Turn the key to "L" position. It may take a few seconds to return to normal clock indication. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

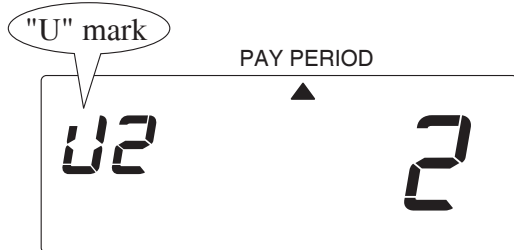
**Note** The next punch will be printed in the first column of the new period.

# Monthly/Weekly/Bi-weekly

You can set the desired day, which comes within a week from today. The pay period ending date is the number of days from the date you are setting the unit.

**! Before you start setting, make sure to see "Basic Procedure for Functional Operation".**

When the pay period is set by the USB thumb drive, it cannot be changed.

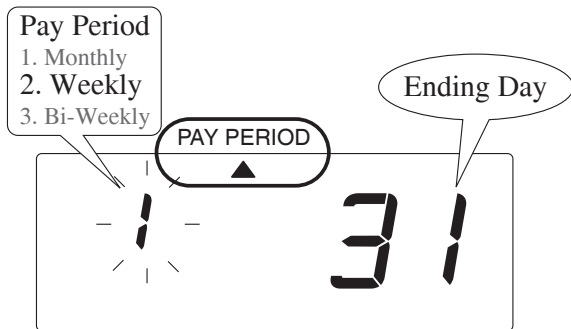


"U" mark is indicated on the left-side of display, and you can not change setting with control buttons on the unit.

### Example

|               |          |              |       |
|---------------|----------|--------------|-------|
| Today         | July 26  | Ending day   |       |
| ..... July 25 | July 26  | July 27..... | ..... |
| Friday        | Saturday | Sunday       |       |
| 0             | ↑ 1      | ↑ 2          |       |

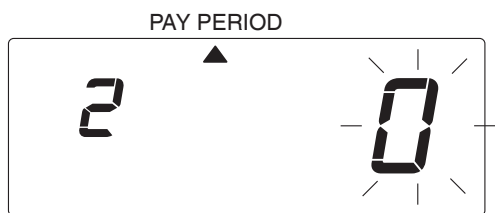
Assume that today is Friday, July 25, 2008 and the ending day is Sunday. As illustrated in the left figure, ending day (Sunday) is two days after.



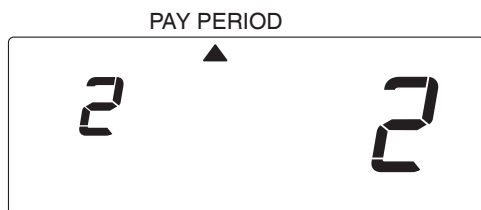
**1** Push the **FUNCTION** button for 1 second, and position the "▲" under the "PAY PERIOD" mark.

"▲" mark can be moved by **FUNCTION** button.

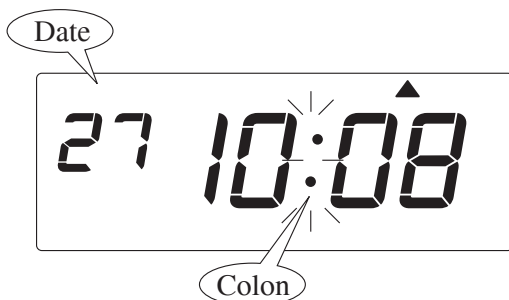
A flashing number can be changed.



**2** **Change the "Pay Period".**  
In case of the example, push **+** or **-** button to set at "2" and then push the **SET** button. At that moment, the flashing will change from "Pay Period" to "Ending day".



**3** **Change the "Ending Day".**  
In case of the example, push **+** or **-** button to set at "2" and then push the **SET** button. At that moment, the display will stop flashing, and the setting is now completed.



**4** Push the **SETTING END** button to get out of the setting mode.  
Turn the key to "L" position. It may take a few seconds to return to normal clock indication. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

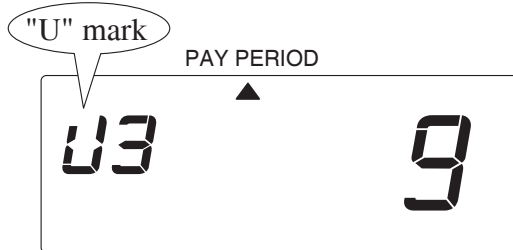
**Note** The next punch will be printed in the first column of the new period.

# Monthly/Weekly/Bi-weekly

You can set the desired day, which comes within two weeks from today. The pay period ending date is the number of days from the date you are setting the unit.

**!** Before you start setting, make sure to see "Basic Procedure for Functional Operation".

When the pay period is set by the USB thumb drive, it cannot be changed.



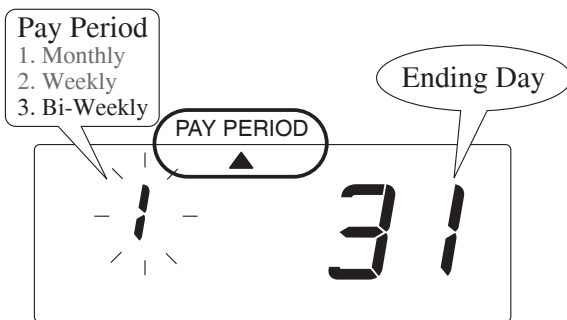
"U" mark is indicated on the left-side of display, and you can not change setting with control buttons on the unit.

### Example

|        |         |          |          |            |
|--------|---------|----------|----------|------------|
| Today  | July 18 | July 19  | July 26  | Ending day |
| Friday | Friday  | Saturday | Saturday | July 27    |
|        |         |          |          | Sunday     |

0
1
2
9

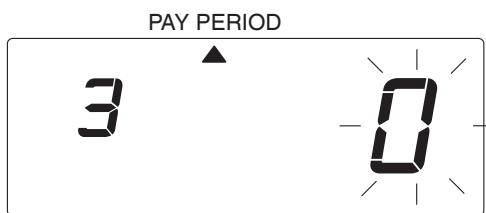
Assume that today is Friday, July 18,2008 and the ending day is Sunday. As illustrated in the left figure, ending day (Sunday) is nine days after.



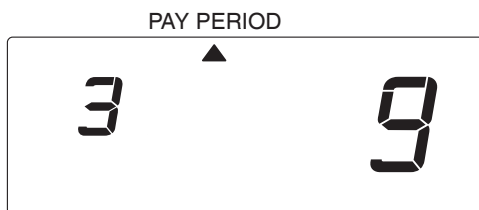
- 1 Push the **FUNCTION** button for 1 second, and position the "▲" under the "PAY PERIOD" mark.

"▲" mark can be moved by **FUNCTION** button.

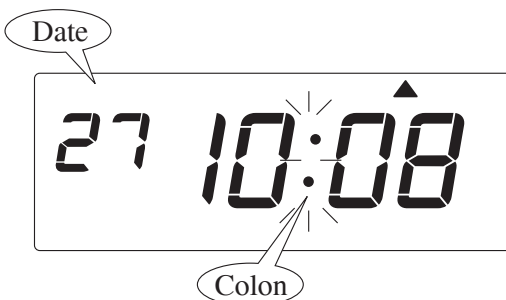
A flashing number can be changed.



- 2 **Change the "Pay Period"**. In case of the example, push **+** or **-** button to set at "3" and then push the **SET** button. At that moment, the flashing will change from "Pay Period" to "Ending day".



- 3 **Change the "Ending Day"**. In case of the example, push **+** or **-** button to set at "9" and then push the **SET** button. At that moment, the display will stop flashing, and the setting is now completed.



- 4 Push the **SETTING END** button to get out of the setting mode. Turn the key to "L" position. It may take a few seconds to return to normal clock indication. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

**Note** The next punch will be printed in the first column of the new period.

# Setting the Day Advance Time

The Day Advance Time refers to **the time when printing shifts to the next line on a time card for the next day**. This function enables the punch out time record to print on the same line of the previous working day even if leaving time is after midnight. The clock default is "5:00".

**!** Before you start setting, make sure to see "Basic Procedure for Functional Operation".

When the day advance time is set by the USB thumb drive, it cannot be changed.



"U" mark is indicated on the left-side of display, and you can not change setting with control buttons on the unit.

**Example** Change the Day Advance Time from 5:00 to 7:00.



**1** Push the **FUNCTION** button for 1 second, and position the "▲" under the "DAY ADVANCE TIME" mark.

"▲" mark can be moved by **FUNCTION** button.

A flashing number can be changed.



**2** Change the "Hour".

In case of the example, push the **+** or **-** button to set the hour at "7" and then push the **SET** button. At that moment, the flashing will change from "Hour" to "Minute".



**3** Change the "Minute".

In case of the example, push the **SET** button because the minute is not to be changed. At that moment, the display will stop flashing and the setting is now completed.



**4** Push the **SETTING END** button to get out of the setting mode.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

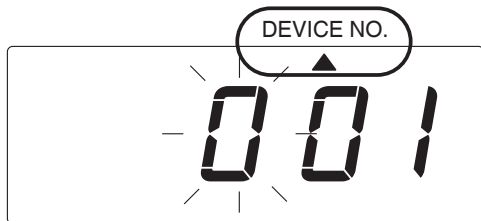
# Setting the Device Number

Device number is for identification of each unit in case you use more than two units at the same time. This setting is not required when you use only 1 unit.

The unit default is "001".

**!** Before you start setting, make sure to see "Basic Procedure for Functional Operation".

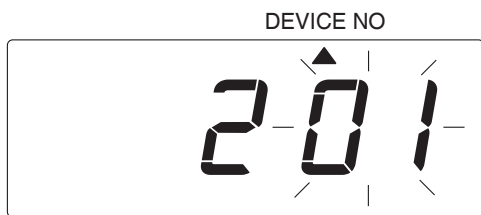
**Example** Change the Device Number from 001 to 255.



- 1 Push the **FUNCTION** button for 1 second, and position the "▲" under the "DEVICE NO." mark.

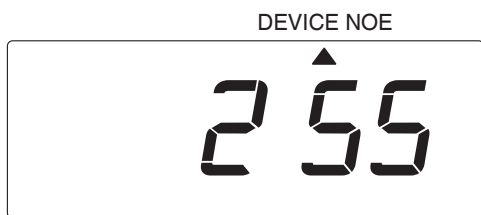
"▲" mark can be moved by **FUNCTION** button.

A flashing number can be changed.



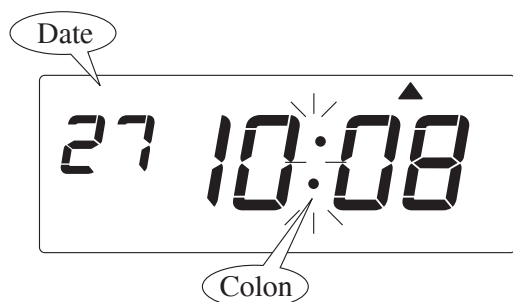
- 2 **Set the first single digit.**

In case of the example, push **+** or **-** button to set at "2" and then push the **SET** button. At that moment, the flashing will change to the last two digits.



- 3 **Set the last two digits.**

Next, push **+** or **-** button to set at "55" and then push the **SET** button. At that moment, the display will stop flashing, and the setting is now completed.



- 4 Push the **SETTING END** button to get out of the setting mode.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# Setting the Password

Once the password is set, you are requested to enter the current password before changing any setting and doing any USB operations.

If the password you entered does not coincide with the setting, you cannot change the setting values.

You can select any 4-digit number from 0001 to 9998 as your password.

**Note** Numbers "0000" and "9999" are not valid as password.



All settings must be reset if you forget the password. Refer to "8. RESETTING".



Before you start setting, make sure to see "Basic Procedure for Functional Operation".

**Example** Set the password "1234".



- 1 Push the **FUNCTION** button for 1 second, and position the "▲" under the "PASSWORD" mark.

"▲" mark can be moved by **FUNCTION** button.

A flashing number can be changed.



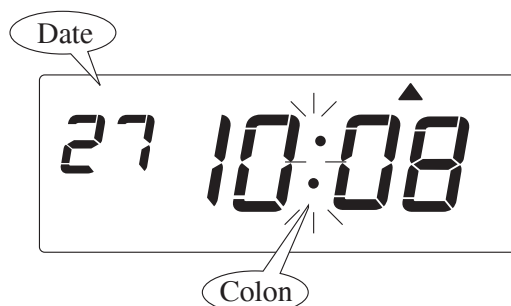
- 2 **Set the first two digits.**

In case of the example, push the **+** or **-** button to set at "12" and then push the **SET** button. At that moment, the flashing will change to the last two digits.



- 3 **Set the last two digits.**

Next, push the **+** or **-** button to set at "34" and then push the **SET** button. At that moment, the display will stop flashing, and the setting is now completed.



- 4 Push the **SETTING END** button to get out of the setting mode.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# How to Enter the Password When It's Required

Once the password is set, you are requested to enter the current password before changing any setting and doing any USB operations.



Before you start setting, make sure to see "Basic Procedure for Functional Operation".

**Example** The current password is "1234" and go into the "FUNCTION" setting mode.



- 1 Push the **FUNCTION** button for 1 second. Then, "9999" will be indicated on the display and the first two digits flash.

A flashing number can be changed.



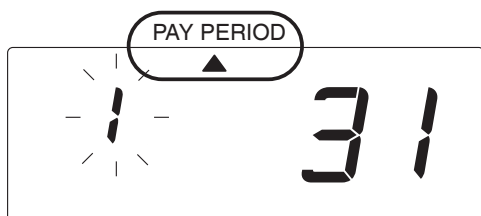
- 2 **Enter the first two digits.**

In case of the example, push the **+** or **-** button to set at "12" and then push the **SET** button. At that moment, the flashing will change to the last two digits.



- 3 **Enter the last two digits.**

In case of the example, push the **+** or **-** button to set at "34" and then push the **SET** button. At that moment, the "▲" mark is located under "PAY PERIOD".



- 4 Select desired setting mode by pushing the **FUNCTION** button. Then make any changes as explained.



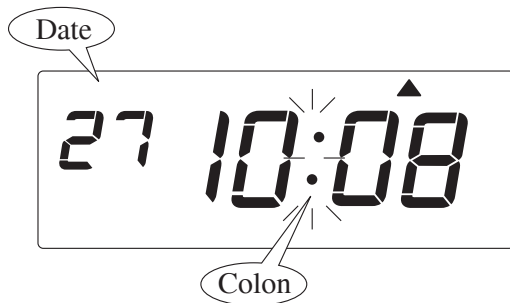
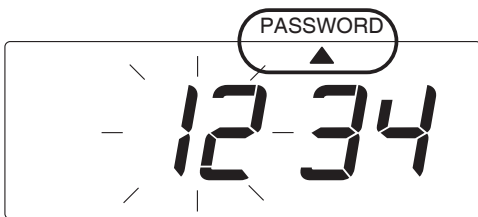
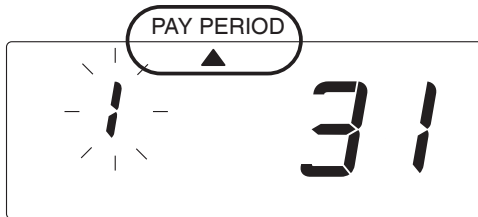
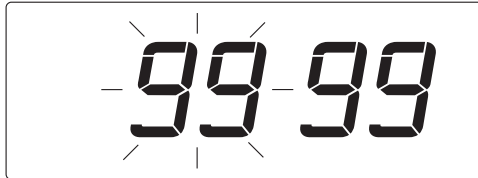
# Canceling the Password



Before you start setting, make sure to see "Basic Procedure for Functional Operation".

**Point** To cancel the Password, the current one must be changed to "0000".

**Example** The current password is "1234" and cancel it.



**1** Push the **FUNCTION** button for 1 second and then enter the Password.



For entering Password, refer to Step 1 to 3 in "How to Enter the Password When It's Required" (previous page).

**2** Position the "▲" under the "PASSWORD" mark. At that moment, the first two digits "12" flash.

"▲" mark can be moved by **FUNCTION** button.

**3** Push the **+** or **-** button to set at "00" for all digits and then push the **SET** button. At that moment, display will stop flashing and the setting is now completed.

**4** Push the **SETTING END** button to get out of the setting mode.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# Settings from PC through the USB thumb drive

You can set the following functions to the unit from PC through a USB thumb drive. For setting method, refer to the operation manual of the dedicated software.

## 1. Hour Display Format

You can select the same options as setting by control buttons on the unit. As for details of options, refer to "Setting the Hour Display Format".

## 2. Pay Period and Pay Period Ending Date/Day

You can select the same options as setting by control buttons on the unit. As for details of options, refer to "Setting the Pay Period and Pay Period Ending Date/Day".

## 3. Day Advance Time

You can select the same options as setting by control buttons on the unit. As for details of options, refer to "Setting the Day Advance Time".

## 4. Print Format

You can select desired Line Format (6 Types) and Minute Type (2 Types).

Line Format (default is "1: date, 24 hour, minute")

| Order options                       | Print Example: Monday, 21, 3:30p.m. |
|-------------------------------------|-------------------------------------|
| 1. date, 24 hour, minute            | 21 15:30                            |
| 2. day of the week, 24 hour, minute | Mo 15:30                            |
| 3. 24 hour, minute (Large Font)     | 15 : 30                             |
| 4. 12 hour, minute                  | Pm 3:30                             |
| 5. date, 12 hour, minute            | 21 3:30P                            |
| 6. day of the week, 12 hour, minute | Mo 3:30P                            |

Minute Type (default is "1: 1/60")

| Order options               | Print Example: 8:34 |
|-----------------------------|---------------------|
| 1. 1/60 (Regular minute)    | 8:34                |
| 2. 1/100 (Hundredth minute) | 8.57                |

## 5. Print Language

You can select desired Language (6 Types) to Line Format of Print Format (Type 2 and 6).

Language Type (default is "1: English")

| Order options | Print Example: Thursday 3:30 p.m. |
|---------------|-----------------------------------|
| 1. English    | TH 15:30                          |
| 2. Spanish    | JU 15:30                          |
| 3. German     | DO 15:30                          |
| 4. French     | JE 15:30                          |
| 5. Italian    | GI 15:30                          |
| 6. Portuguese | QI 15:30                          |

## 6. Daylight Saving Time

You can set the automatic daylight saving time function.

Once the dates are set, the starting date and ending date are calculated automatically every year.

At 2:00 a.m. on the first day of summer time, the clock automatically gains one hour to show 3:00 a.m. When 3:00 a.m. comes on the last day of the summer time period, it loses one hour and returns to 2:00 a.m.

## 7. Weekly Program

Weekly program allows you to program up to 48 time schedules to perform relay output for external time signal. (default: No setting )

| Program No. | Day of the week | Time to execute | External time signal |
|-------------|-----------------|-----------------|----------------------|
| 01          | No              | No              | No                   |
| 02          | No              | No              | No                   |
| •           | •               | •               | •                    |
| •           | •               | •               | •                    |
| 48          | No              | No              | No                   |

### Example

|    |              |       |            |
|----|--------------|-------|------------|
| 01 | Mon. to Fri. | 9:00  | Duration 2 |
| 02 | Sun. to Sat. | 12:00 | Duration 1 |
| 03 | Mon. to      | 17:00 | Duration 3 |

## 8. Duration of the External Time Signal

You can set desired durations up to three patterns.

| Duration No. | Duration (default value) |
|--------------|--------------------------|
| Duration 1   | 5 seconds                |
| Duration 2   | 10 seconds               |
| Duration 3   | 20 seconds               |

# 5. DATA COMMUNICATION WITH THE USB THUMB DRIVE

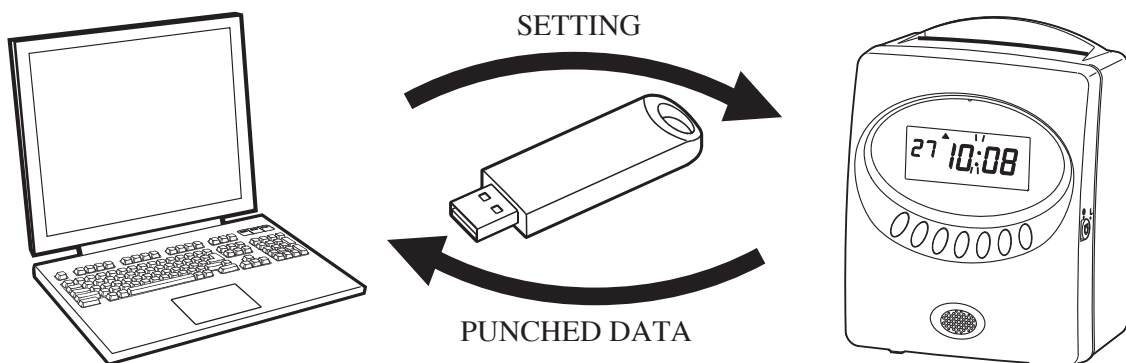
## Overview

The unit requires the time cards specially designed for this model.

Time data printed on the dedicated time card is automatically stored in a memory built in the unit.

You can draw the data to a USB thumb drive and thereafter utilizes such data for calculation on your PC that has dedicated software.

In case you use the unit as a stand-alone unit without PC connection, please refer to "6. DAILY OPERATIONS".



## Preparation for using

Prepare dedicated time cards, a personal computer, and a USB thumb drive.

We recommend you to use a USB thumb drive which has no data in.



If USB thumb drive carries any data, make sure you back up all the data before using it.



In no event shall we be liable for any losses and damages of the data stored in a unit or a USB thumb drive. Even when above losses or damages of the data happen, we are not responsible for data recovery.

## Operational procedure

**Step-1** Setup a dedicated software on your personal computer.



Refer to the setup manual of dedicated software.

**Step-2** Set a device number of the unit.

This setting is not required when you use only 1 unit. Then, go to the Step-3.



Refer to "Setting the Device Number".

**Step-3** Register your company's working rules and employee's information required by the dedicated software. Setting for the unit shall be programmed on the PC, and then stored in the USB thumb drive.



Refer to the operation manual of the dedicated software.

**Step-4** Transfer the setting data stored in the USB thumb drive to the unit.



Refer to "Loading the setting data from PC through the USB thumb drive".

**Step-5** Now the unit is ready for your daily use. Then, give out the registered time cards to every employee while paying attention to combination of the card number and the registered person's name.

You can punch IN and OUT times on a time card. Punched data shall be stored in the unit.



Refer to "DAILY OPERATIONS".

**Step-6** Save the punched data stored in the unit to the USB thumb drive once a pay period is over.



Refer to "Saving the punched data to the USB thumb drive".

**Step-7** You can read the stored data in the USB thumb drive with the dedicated software. Time calculation can be easily done on your PC.



Refer to the operation manual of the dedicated software.

**Step-8** Make sure to register a time card on your PC before starting using it when a new pay period starts or new employee is added.

Procedures from Step-5 to Step-7 shall be repeated per pay period.

## Loading the setting data from PC through the USB thumb drive

The unit can read the setting data from the USB thumb drive.

Please refer to "5. SETTINGS" for functions which can be set with the USB thumb drive.

Setting data shall be formed by the dedicated software on the PC.

Please refer to its operation manual.



Do not pull out the USB thumb drive while loading the setting data, and do not turn off the power supply of the unit.

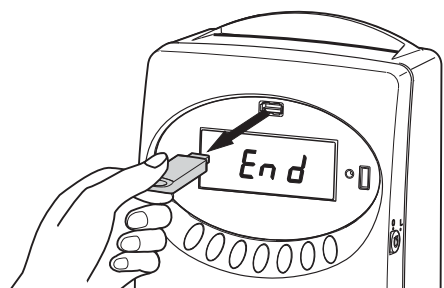
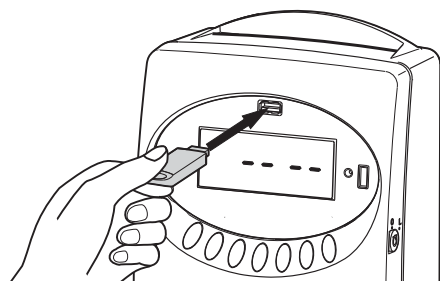
It causes damage of data and breakdown of the USB thumb drive and the unit.



In no event shall we be liable for any losses and damages of the data stored in a unit or a USB thumb drive. Even when above losses or damages of the data happen, we are not responsible for data recovery.



Before you start setting, make sure to see "Basic Procedure for Functional Operation".



- 1 Insert the USB thumb drive to the USB connector.



USB thumb drive of special shape might not fit into the unit.

- 2 Push the **LOAD SETTING** button for 1 second. At that moment, "LS" is indicated on the display, and loading the setting data begins.

When loading the setting data is completed, "End" is displayed.

**Note** It takes more loading time when you use the USB thumb drive which has larger memory capacity.

**Note** When no setting data in the USB thumb drive, "no" is displayed.

- 3 Pull out USB thumb drive from the unit.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# Saving the punched data to the USB thumb drive

You can save the punched data stored in the unit to the USB thumb drive. Then, you can read the stored data in the USB thumb drive with the dedicated software. Time calculation can be easily done on your PC.



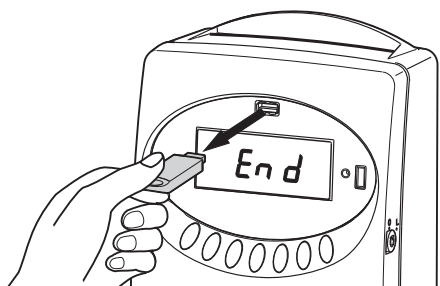
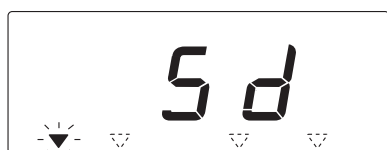
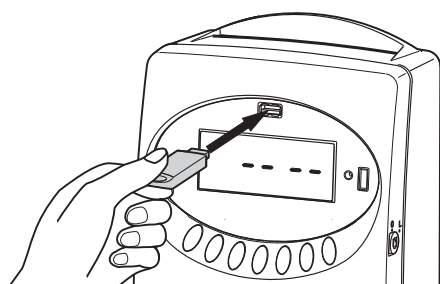
Do not pull out the USB thumb drive while saving the punched data, and do not turn off the power supply of the unit. It may cause damage of data and breakdown of the USB thumb drive and the unit.



In no event shall we be liable for any losses and damages of the data stored in a unit or a USB thumb drive. Even when above losses or damages of the data happen, we are not responsible for data recovery.



Before you start setting, make sure to see "Basic Procedure for Functional Operation".



- 1 Insert the USB thumb drive to the USB connector.



USB thumb drive of special shape might not fit into the unit.

- 2 Push the **SAVE DATA** button for 1 second. At that moment, "SD" is indicated on the display.

Once the data storing process to the USB thumb drive is started, the display changes to "n000" ... "n100" or "c000" ... "c100". When the storing process is completed, "End" is displayed.

**Note** It takes more saving time when you use the USB thumb drive which has larger memory capacity.



While 'nXXX' and 'cXXX' is displayed, never pull out the USB thumb drive.

**Note** In case there's no data to output, the unit displays "no" and finish the process.

- 3 Pull out USB thumb drive from the unit.

Turn the key to "L" position. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# 6. DAILY OPERATIONS

Once the AC line cord is plugged into the outlet, the unit can be used immediately.



Please refer to "3. GETTING STARTED" section before you start.

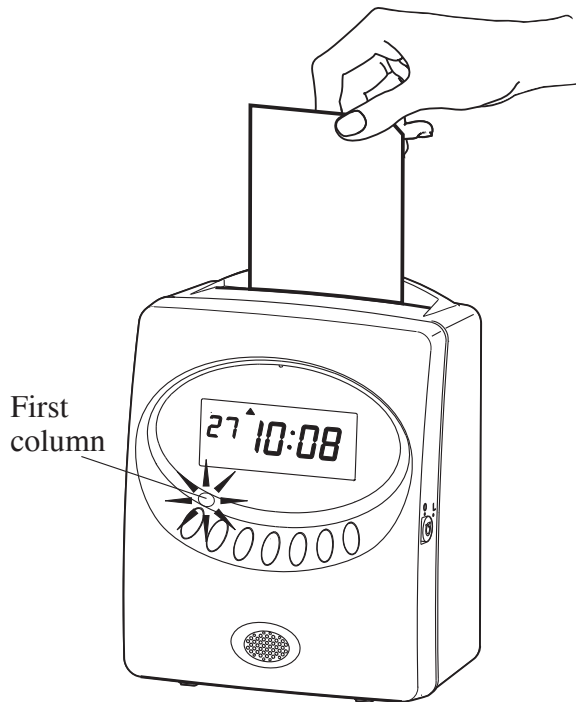
It is easy to operate the unit. Just insert a time card. The card is then automatically pulled in, printed and then ejected.



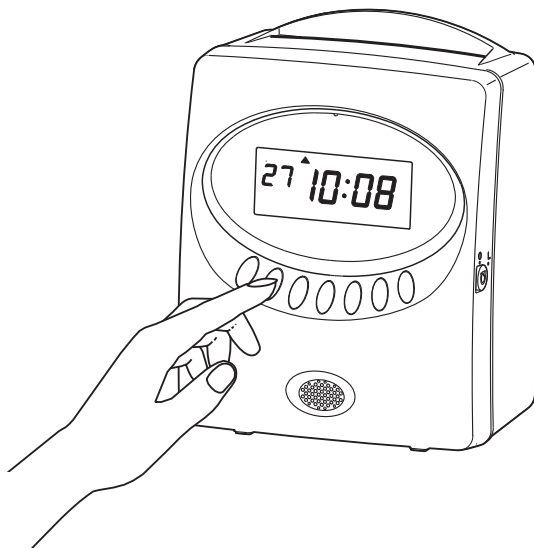
Do not let any metallic object get into the slot, including paper clips. Do not forcefully push in a card, either. These may cause the unit to malfunction.



If any setting needs to be changed, such as for a pay period ending date or other items, refer to "4. SETTINGS".



The unit can print time on the column under flashing lamp.



When you want to shift print column, push the desired control button and the above lamp flashes.

### VN Card

Column will automatically shift by distinguishing each card with barcode. (Up to 100 cards can be used for one period.)

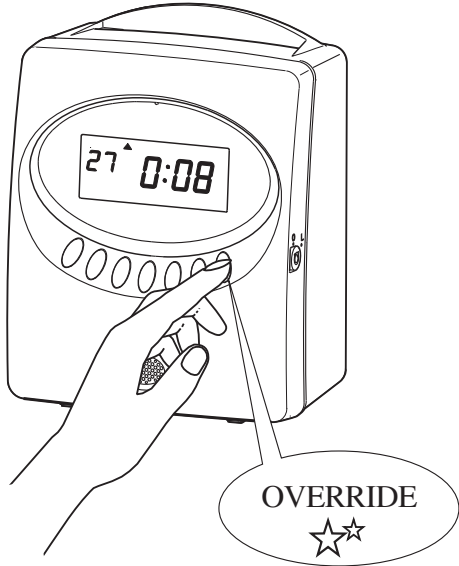


## Printing OUT time with a special mark for "OVERRIDE"

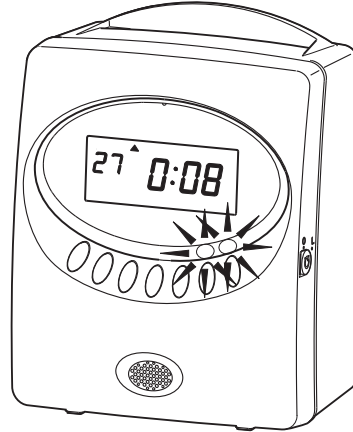
To print OUT time with a special mark "◇", first push the OVERRIDE button and insert a time card. OUT time with "◇" mark is printed in the previous day line.

### Note

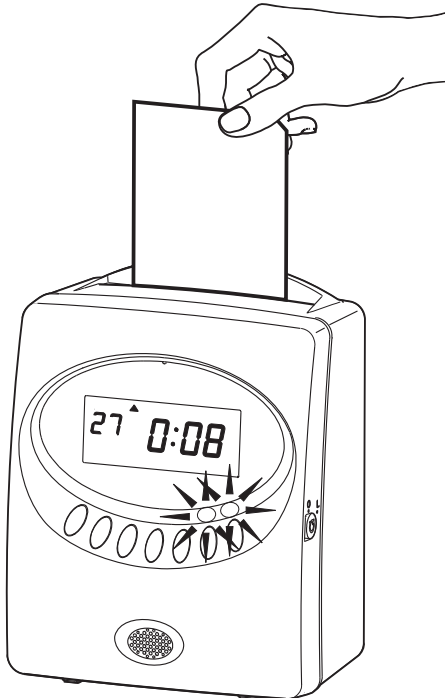
1 Push the OVERRIDE button.



2 OVERRIDE and the 6th column buttons flash.



3 Insert a time card.



4 OUT time with a special mark "◇" is printed in the previous day column.

An "OVERRIDE" mark is added to the OUT time.

|      |  |  |  |  |  |       |
|------|--|--|--|--|--|-------|
| 8:56 |  |  |  |  |  | 0:08◇ |
|      |  |  |  |  |  |       |
|      |  |  |  |  |  |       |

Print Example

**Note** If you set Line Format as "5: DD AM/PM" or "6: D.O.W. AM/PM", the special mark is changed to "◆" in the afternoon.



Refer to "Print Format" in "Setting from PC through the USB thumb drive".

# 7. PRINTING LIST OF SETTING INFORMATION

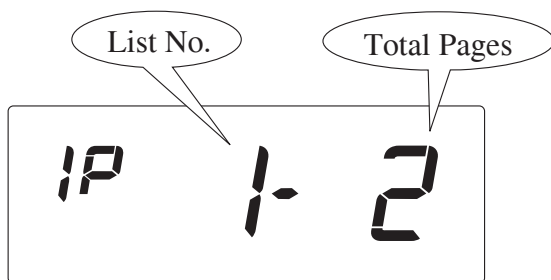
With this function, you can check following information.

| List No. | Printing List       |
|----------|---------------------|
| 1.       | Setting Information |
| 2.       | Program Settings    |

**Note** Total pages are not always 2 pages.

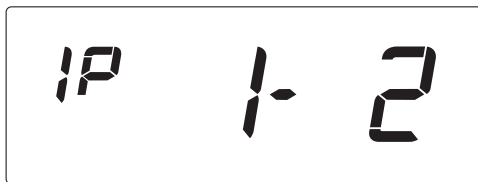


Make sure the key is locked ("L" position) before you go into this mode.



- 1 Push the **LOAD SETTING** and **+** button for 3 seconds.  
At that moment, "IP" is indicated on the left-side of display.

## Printing list of "Setting Information".



Make sure "List No." is "1" before inserting a time card.  
Insert a blank time card and a list is printed out.

You can go on "Printing list of program settings".  
**If you don't need it, go on step 2.**

## Printing list of "Program Settings".



"Program settings" is available only if you set weekly programs.  
Refer to "Weekly Program" in "Settings from PC through the USB thumb drive" .



Push the **+** or **-** button to set "List No." at "2". Then, insert a blank time card and a list is printed out.

**Note** Pages may be added depends on the number of program settings.

## Print Example

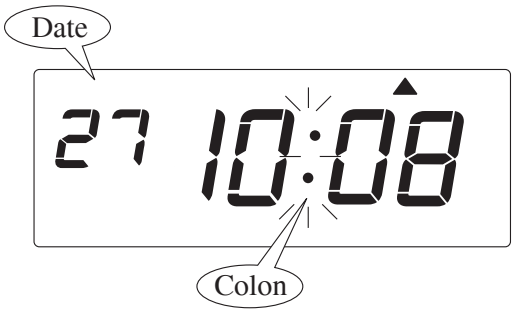
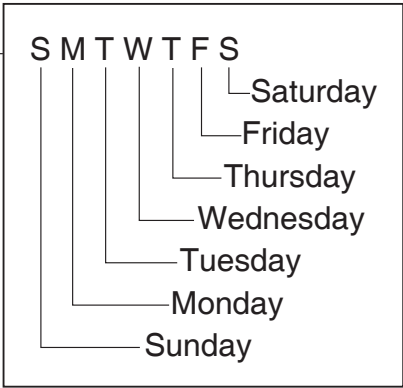
```

QR7550sp01 Setting Information P2/2
Weekly Program Summary
No Time R DOW      No Time R DOW
01 12:00 1 S-----S  02 13:00 1 S-----S
03 09:00 2 -MTWTF-  04 17:00 2 -MTWTF-
Number of 4 Program
    
```

Meaning of number:  
Duration for External Time Signal

- 1: Duration 1
- 2: Duration 2
- 3: Duration 3

Meaning of letter:  
Day of the week

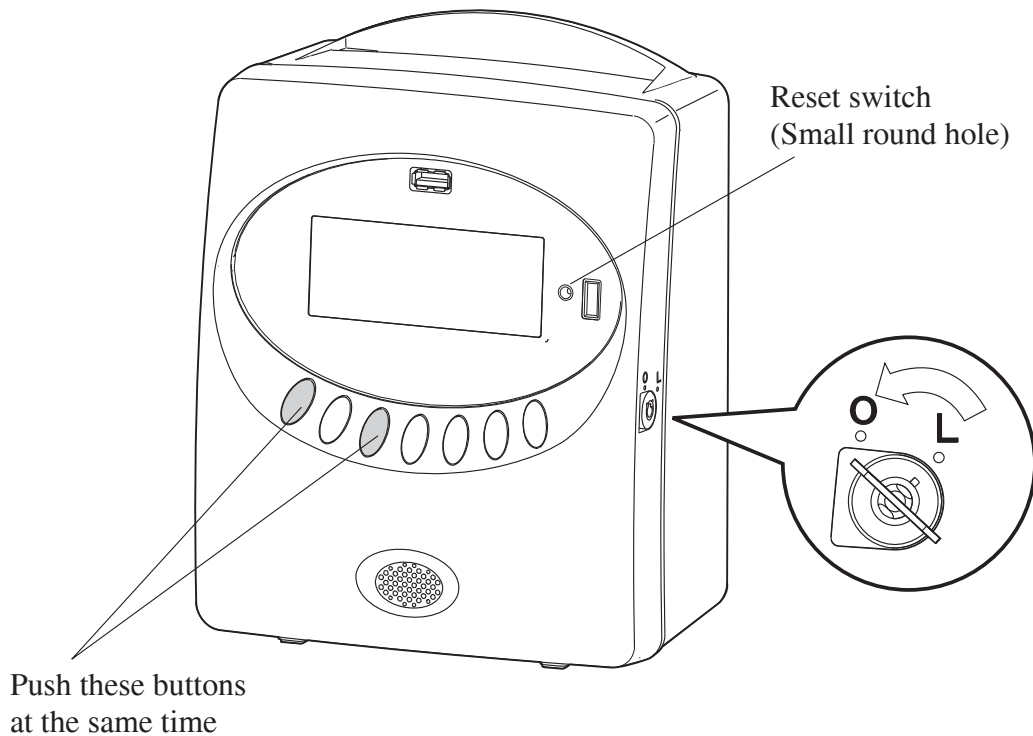


- 2 Push the **SETTING END** button to get out of the setting information mode. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

# 8. RESETTING

All settings and punched data will be deleted and will revert to the factory defaults when the reset switch is pushed.

 To make new settings, please refer to "4. SETTINGS".



 Make sure the key is open ("O" position) before resetting.



**1** Remove the cover.  
Push the reset switch with a pointed implement while pushing the **DATE/TIME** and **LOAD SETTING** button.

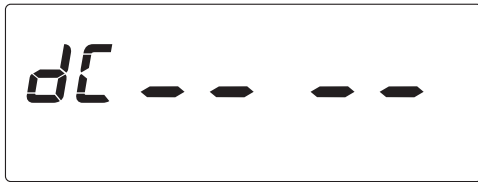
**2** At that moment, the display will indicate "AC" and "16" and start a countdown.  
And after a few seconds, the display will be as shown in the left figure.  
Make sure to turn the key to "L" position for getting out of resetting mode.

# Card Resetting

With this function, you can reset punched data of all cards.



This function is available only when you turn the key to "O" position.  
Refer to "Saving the punch data to the USB thumb drive".



**1** Push the reset switch with a pointed implement while pushing the **FUNCTION** and **LOAD SETTINGS** button. At that moment, "dC" is indicated on the left-side of display.



**2** Push the **+** or **-** button to show "ALL" and then push the **SET** button. At that moment, the display will stop flashing.



**3** Push the **SET** button once more. At that moment, the display will start a countdown, and resetting punch data of card.

Countdown

Date



**4** Turn the key to "L" position after reset finish of all card. Make sure "date" and "time" are indicated on the display and "colon" is flashing. Then replace the cover.

Colon

If any punched data which is not transferred to USB thumb drive remain in the unit, you cannot reset punched data of all cards. Try "Card Resetting" again after saving all the punched data to the USB thumb drive.  
Refer to "Saving the punch data to the USB thumb drive".



Number of time cards which contain uncollected data is indicated on the display for 3 seconds as shown in the left figure.

Then, return to normal clock indication.

# 9. MOUNTING UNIT ON WALL

The unit can be mounted on a wall using the supplied mounting fittings. To mount the unit on a wall, take the following steps:

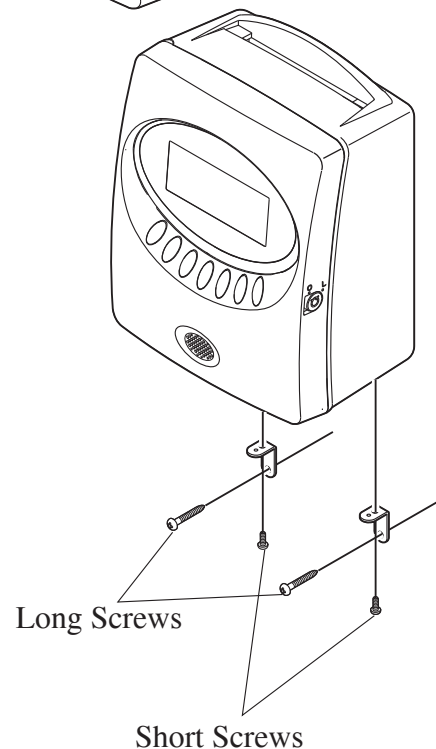
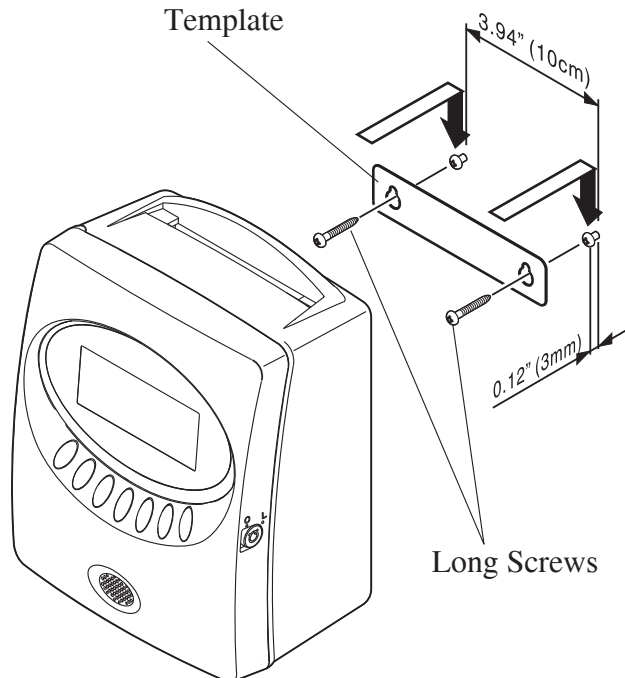
- 1 Install the supplied long screws into a wall 3.94 inches (10 cm) apart. Be sure to keep about 0.12 inches (3 mm) of the screw head out of the wall.



The supplied screws are intended for use on a thick wooden wall or wooden column. Do not use them on any other materials. There is a danger that the unit may come off if used on the other materials.

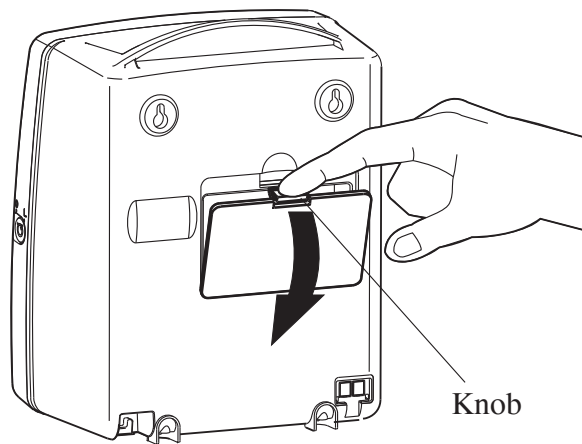
**Point** Please use the template attached to the last page of this manual.

- 2 Mount the supplied brackets into the clock with the short screws and into the wall with the long screws as shown in the right figure.

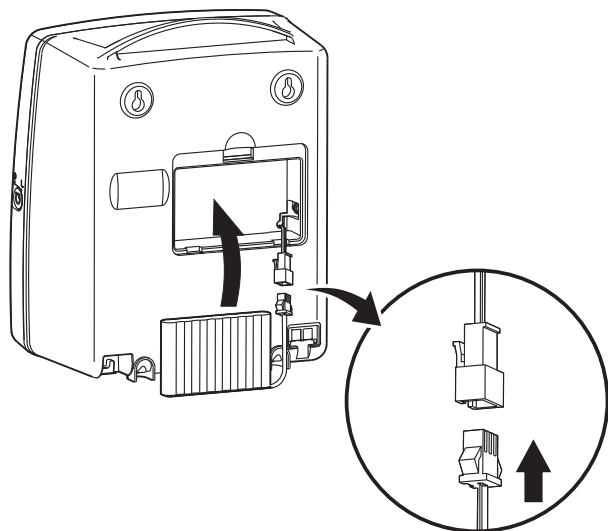


# 10. INSTALLING THE OPTIONAL BATTERY BACK-UP

This option allows for printing without AC power.



- 1 Remove the cover of the battery compartment on the back of the unit by pushing the knob and then pull it toward you.

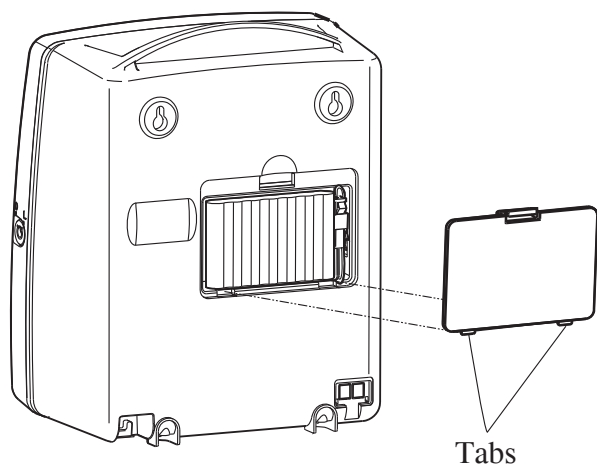


- 2 Position the battery as shown in the figure on the left.



The connector cord should be on the right side.

- 3 Connect the connector. Tuck away the connector cord into the open space in the compartment.



- 4 Replace the cover into the slot as shown on the left. At that time make sure to fit the tabs at the bottom of the cover.



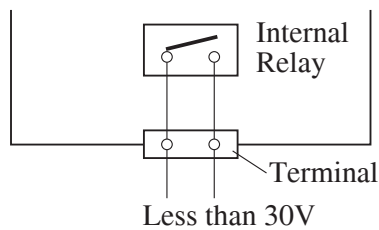
Make sure the cord is not caught when closing the Cover.

# 11. CONNECTING EXTERNAL TIME SIGNAL

When a signal is activated, the internal contacts close the circuit completely. These internal contacts are "dry" and supply no voltage. Voltage applied to these contacts must not exceed 30 volts.

## Connection Specifications for External Time Signal Contact

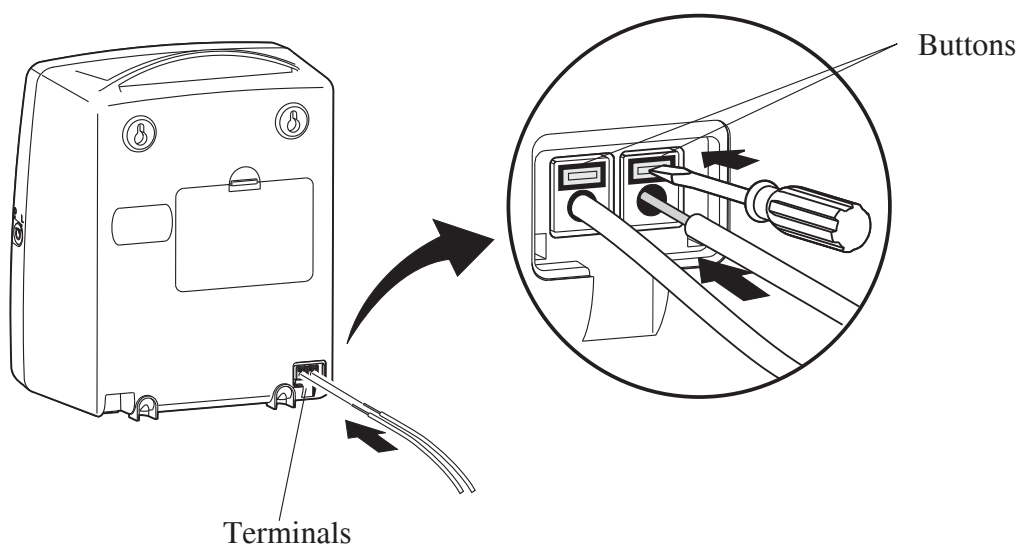
- Contact output: dry contact
- Contact capacity:  
30V, 2A or less (Resistive)



### CAUTION:

**Disconnect the unit from AC power before connecting.**  
**Improper connection may cause a malfunction of the unit.**

Insert wires into two terminals for external time signal relay while pushing the button with a pointed implement.





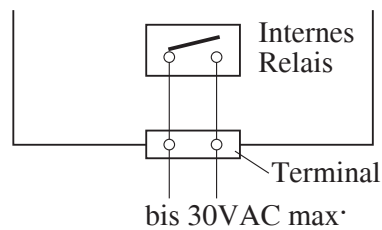
# Anschluss-Schema für Externes Signal

Sofern ein Signal aktiviert wird, schliesst der Relais-Kontakt. Hierbei handelt es sich um einen spannungsfreien Kontakt. Die zugeführte Spannung darf 30 Volt nicht uebersteigen.

## Anschluss-Spezifikation fuer den Signal-Relaiskontakt

Kontakt-Ausgang: Spannungsfrei

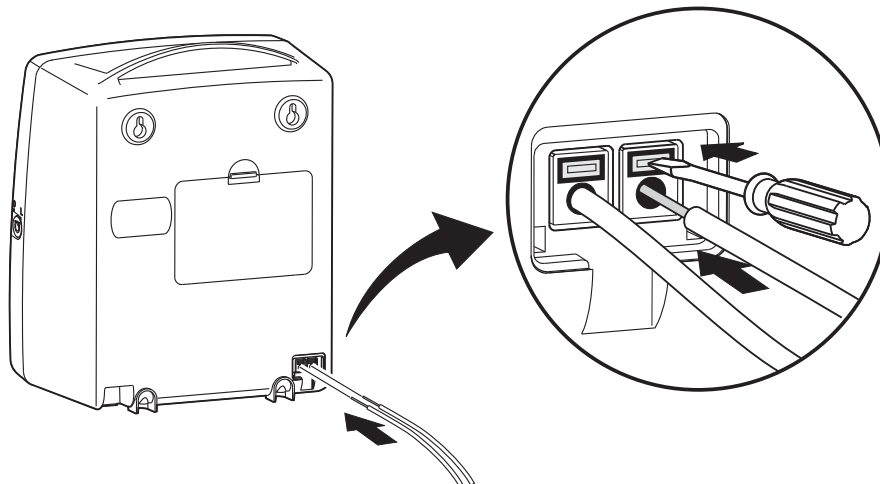
Kontakt-Last: 30 V, 2A max. (Ohmsche Last)



## Vorsicht:

Den Eingangs-Spannungsstecker ziehen bevor Arbeiten am Relaisanschluss erfolgen. Fehlerhafter Anschluss kann zu Defekten am Gerät führen.

Gemaess Abbildung den oberen Teil der Klemme mit einem Schraubenzieher drücken. Fuehre die Draehnte einzeln ein.



# 12. TROUBLESHOOTING

## Error No. appears

| No.         | Error contents  | Action  |
|-------------|---|---|
| <b>E-00</b> | CPU error.  | Contact the store from whom you bought the unit.  |
| <b>E-01</b> | The remaining life of lithium battery for memory back-up is short.          |   |
| <b>E-03</b> | The front and back of the time card inserted is wrong.                      | Correctly insert the time card.   |
| <b>E-05</b> | The card is not pulled in properly.   | Make sure that another time card is not jamming in the unit. Try to insert the time card again.   |
| <b>E-10</b> | RAM error.  | Contact the store from whom you bought the unit.  |
| <b>E-12</b> | Clock will not work.  |   |
| <b>E-14</b> |   |   |
| <b>E-16</b> | Data storage memory troubles.   |   |
| <b>E-17</b> |   |   |
| <b>E-18</b> |   |   |
| <b>E-15</b> | Card sensor error.  | Make sure that another time card is not jamming in the unit and the ribbon cassette is correctly inserted in place.<br>After making sure of the above, close the cover.                                     |
| <b>E-30</b> | Printing cannot be performed.<br>The printer motor or sensor is not normal. | In case the card is completely stuck in the unit and does not come out, open the front case and remove a ribbon cassette first. Then, slide the card downwards and take it off from the bottom of the unit. |
| <b>E-35</b> | Inserted time card was wrong type.<br>The card is stuck in the unit.        | Make sure that another time card is not jamming in the unit and the ribbon cassette is correctly inserted in place.<br>After making sure of the above, close the cover.                                     |
| <b>E-38</b> | Printing cannot be performed.<br>The printer motor is not normal.           | Input the correct password you set. (4-digit numbers)   |
| <b>E-40</b> | Password error.   | Check the setting contents and input the correct figures.   |
| <b>E-49</b> | Input the wrong figures.  | Check the barcode area whether it is smudged or damaged.  |
| <b>E-50</b> | Can't use the time card.  | Check whether the time was turned back or not.<br>Also check whether the card was inserted within 5 seconds after the last punch.   |
| <b>E-51</b> | Punch error (punch time error).   | Check whether the day's 6th column was already used.<br>Also check whether you can print if you change a time card or the day changes.  |
| <b>E-52</b> | Punch error (punch logic error).  | No need to push the "override" button. Just insert a time card again. Or push another button for the desired printing column and insert a time card again.  |
| <b>E-57</b> | Punch error (override logic error).   | Contact the store from whom you bought the unit.  |
| <b>E-59</b> | Punch data storage error.   | Contact the store from whom you bought the unit.  |

\*If the error number is still displayed, contact the store from whom you bought the unit.

# Error No. appears

| No.                                  | Error contents  | Action  |
|--------------------------------------|---|---|
| E-60<br>E-61<br>E-62<br>E-63<br>E-64 | USB thumb drive access trouble                        | To recover from an error, lock and unlock the key once. Then, try the same USB thumb drive or another one again.<br>If it doesn't solve the problem, contact the store from whom you bought the unit.   |
| E-65                                 | No free space in the USB thumb drive for saving data. | To recover from an error, lock and unlock the key once.<br>Delete unnecessary files from the USB thumb drive or prepare a new one. Then, try again.   |
| E-66                                 | Setting data in the USB thumb drive are incorrect.    | To recover from an error, lock and unlock the key once.<br>Check the setting contents and input the correct figures on PC. Then, send the correct data to USB thumb drive and try to load it into the unit again.                                     |
| E-69                                 | USB error   | To recover from an error, lock and unlock the key once.<br>USB thumb drive might be broken. Or, any foreign article other than USB thumb drive might be connected to the USB connector on the unit.<br>Try with an appropriate USB thumb drive again. |

\*If the error number is still displayed, contact the store from whom you bought the unit.

## Other failures

- **The unit does not operate.**

—Check whether the power cord is properly in an AC outlet.

- **The unit does not print.**

—Check whether the ribbon is installed in place.

- **Print is not located in the right place.**

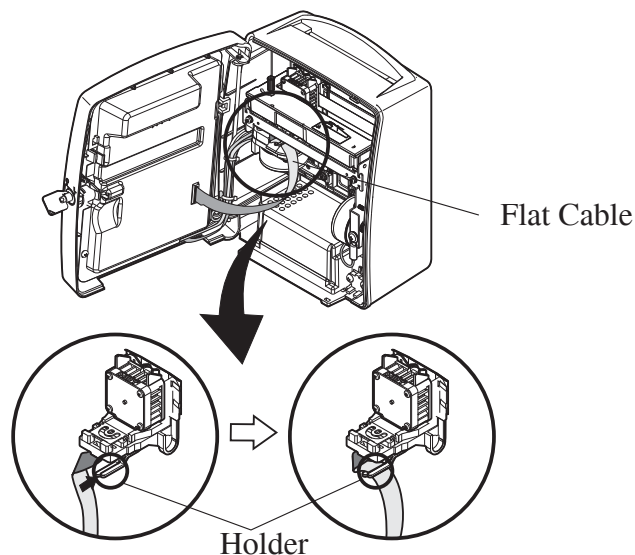
Check whether the setting of the pay period ending date is set correctly.

Check whether the day advance time is set correctly.

Make sure that no part of the time card is folded, and that the time card is inserted straight into the unit.

→ If improper printing still remains after checking above points, contact the store from whom you bought the unit.

- When the flat cable connected to the print head comes off, please set the cable as shown in the following figure.



# 13. SPECIFICATIONS

|                                    |   |
|------------------------------------|---|
| Clock accuracy                     | Monthly accuracy 15 sec.<br>(at ordinary temperatures)  |
| Calendar                           | Year up to 2099. Automatically adjusted to leap years, 31-day months and months with thirty or fewer days, and the days of the week.  |
| Printing system                    | Dot matrix imprint  |
| Power failure Compensation         | Three years of cumulative power failure hours after the date of shipment.   |
| Print at power failure             | Optional battery, 100-times printing or 24hours (option)  |
| Connection of external time signal | Connection with an External Alarm device<br>(No voltage signal output)  |
| Interface                          | USB connection (USB thumb drive only)   |
| Time Card                          | VN Card<br>Time cards can be used up to 100 simultaneously.   |
| Memory Capacity                    | Up to 63 days per time card.<br>Up to 6 punches per day.  |
| Operating environment              | Temperature: -5°C to +45°C<br>: +23°F to +113°F<br>Humidity: 20% to 80%RH, no condensation<br>The unit operates normally at temperatures of 5°C or below, but the print density, reaction of the liquid crystal display, and the number of prints at power failure are inferior to those at normal temperature operation. |
| Dimensions                         | 6.77" (w) x 8.58" (h) x 4.8" (d)<br>172 (w) x 218 (h ) x 122 (d) mm   |
| Weight                             | Approx. 4.2 lbs. (1.9kg)  |
| Rating                             | 120VAC 50/60Hz 0.4A<br>220-240VAC 50/60Hz 0.25A   |

# Spezifikation

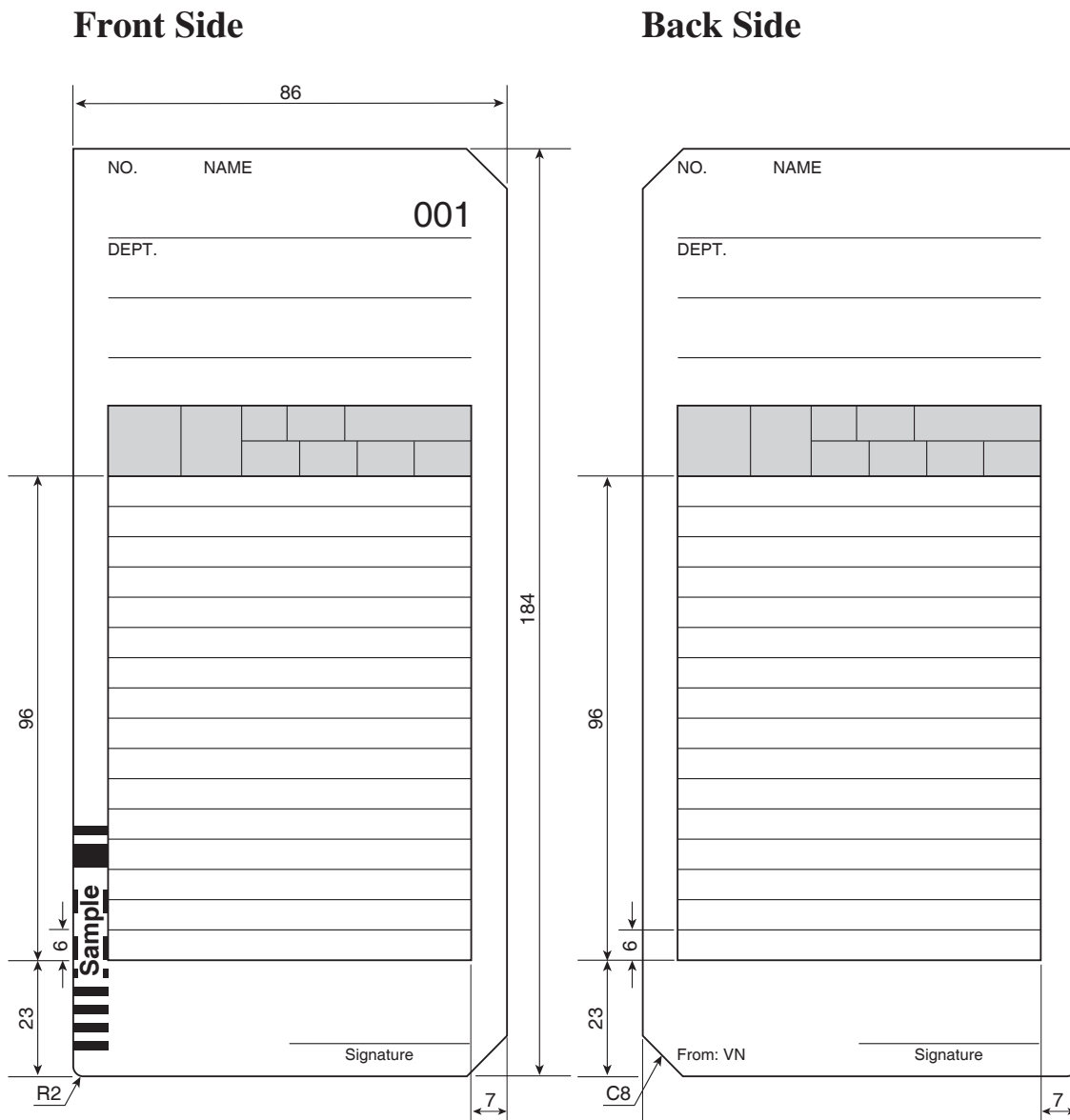
---

|                                    |   |
|------------------------------------|---|
| Uhr-Genauigkeit                    | Monatliche Abweichung 15 sec.<br>(normale Umgebungstemperatur)  |
| Kalender                           | bis zum Jahr 2099, automatische Erkennung der Monatslaenge,<br>Monatstage und Schaltjahr  |
| Drucksystem                        | Nadeldrucker  |
| Datenerhalt bei<br>Spannungsfehler | 3 Jahre nach Spannungsausfall   |
| Nonstromversorgung<br>(Option)     | Gangreserve für ca.<br>24 Std. oder 100 Registrierungen.  |
| Externes Signal                    | Anschluss eines externen Signalgebers<br>(Kontakt-Ausgang: Spannungsfrei)   |
| Anschluss                          | USB Verbindug ( NUR USB-Speichermodul )   |
| Stempelkarte                       | VN-Karte<br>Es können bis zu 100 Stempelkarten gleichzeitig genutzt werden.   |
| Speicherumfang                     | Bis zu 63 Tage je Stempelkarte.<br>Bis zu 6 Stempelungen pro Tag.   |
| Funktionsumgebungs-<br>Bedingungen | Temperatur: -5°C bis +45°C<br>: +23°F bis +113°F<br>20% bis 80% rel. Luftfeuchte, nicht kondensierend<br>Das Gerät funktioniert auch unter +5°C jedoch kann die<br>Druckintensität und die Reaktionsstärke des LCD geringer sein,<br>ebenso die Menge der Druckzyklen bei Betrieb mit optionaler<br>Batterie. |
| Masse                              | 172 (B) x 218 (H) x 122 (T) mm  |
| Gewicht                            | ca. 1,9 kg  |
| Spannungsversorgung                | 120VAC 0,4A 50/60Hz<br>220-240VAC 0,25A 50/60Hz   |

# 14. TIME CARD SPECIFICATIONS

## (1) VN Card

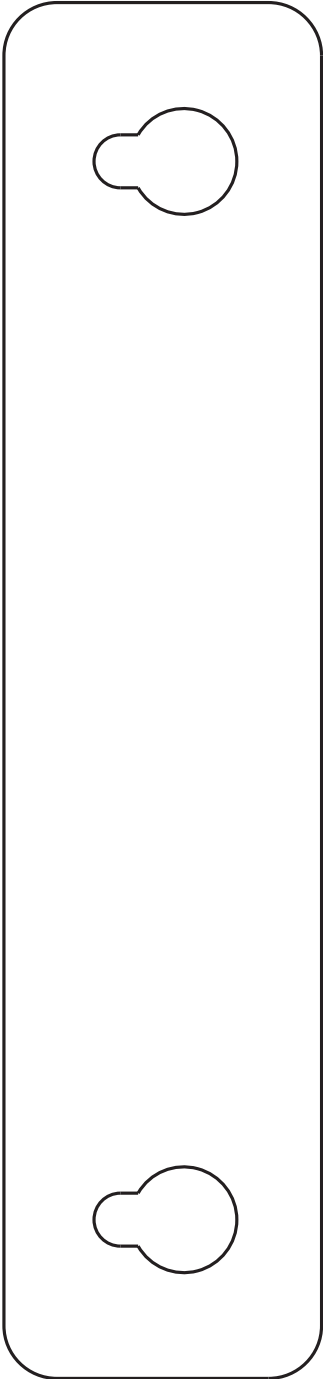
Monthly, both sides, with barcode



Unit: mm

# Template for wall mounting

Please copy this page and use it as needed.



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Q0361-61200