



## QUICK HELP GUIDE EMR<sup>3</sup> PC SETUP PROGRAM

- Note: Selecting 2 price codes will give the operator/driver the option of selecting between 2 set prices at the start of each delivery.
- Tax/Discount Code Table: Customers with Price Code 1 in this example will be charged a sales tax of 6%. Customers with Price Code 2 are considered volume buyers and are given not only a lower price but a 5% discount as well which is applied to the total sale.
- Therefore: For Tax/Discount Code 1, select T/D Line 1, T/D Item Tax Percentage and enter a value of 6.
- For Tax/Discount Code 2, select T/D Line 1, T/D Item Discount Percentage and enter a value of 5.
- For Code 1 and Code 2, click on Line0 in the Assign to Line Checkbox.
- Click OK.

### COMPLETE SETUP

Complete the setup by either Saving or Closing this EMR File.

### PREPARE TO DOWNLOAD

- Connect the PC to port 2 of the IB box in accordance with the Installation Instructions provided for hooking up the RS-232 connector and the PC cable.
- Select Communication/Connect in the File Menu and establish communication with the subject EMR.
- Select Communication/Download in the File Menu.
- Select Download All on the Download Screen.
- Click on the Download button.
- Say Yes to the Download dialog box.
- Wait for the Download complete message in the status bar at the bottom of the screen.

### EMR OPERATION AFTER DOWNLOAD

Refer to the EMR3 Setup and Operation Manual or Operator Quick Help.



### INTRODUCTION & BASIC SETUP

This guide will lead the user through the steps needed to setup a basic EMR3 for delivery of a single product with pricing capability and temperature compensation.

As you go through this guide, you will come to places where you will have options to expand the capability of the EMR3. Where this occurs, you will be advised about the option and where you may go for further guidance for adding the features relating to that option, but you will NOT be advised to incorporate such features at the present time.

### PROGRAM INSTALLATION

This guide assumes that you have successfully installed the EMR3 PC Setup Program as provided on the accompanying CD. After a brief display of the Title box for this program, your beginning window should be a welcome message providing you with instructions for starting a new file or opening an existing file. Please read these instructions carefully and then prepare to create a NEW file.

### START A NEW EMR FILE

- Select NEW from the FILE menu.
- Under EMR Unit File Name, type in a name such as EMR1Sample.
- Leave the Location field unchanged. Option: You can locate this new file anywhere you choose in future applications by clicking on the small box to the right of the folder name and specifying a new folder.
- Click OK.
- View the current default values for this new EMR file for both Setup and C&C parameters.
- Click OK.

### C & C - BASIC SETUP

- Go to Basic Setup under the C&C menu and verify settings for language labels. Default is English. Selecting French and then clicking OK would close window and all labels would now be in French but leave in English for this exercise.
- Select "C&C Configuration" tab and review default settings.
- Check "Temperature Compensation" and "Currency" under "System Options".
- Uncheck "Enable Security Code" under "Security Code".
- Click OK.
- Enter default passcode 666666 and click OK. You have the option of changing the passcode for both C&C and Setup Logins. The default passcode for the Setup Login is 000000 (six zeros).

7. Go back to C&C, Basic Setup and click the Display Syntax Options tab. Review but do not change the settings for this exercise.
8. Click OK.

## **TEMPERATURE SETUP**

1. Select C&C/Calibration/Temperature Calibration and verify that the units are "Fahrenheit", the TC method is "Coefficient .." and the Reference Temperature is 60.0. Do not change these setting for this exercise.
2. Note: The other fields on this screen are associated with the calibration process for the EMR and meter at the site. This exercise will NOT use the Calibration procedure that involves interaction between the PC Setup program and the EMR at the Site. That procedure will be left to the advanced user relying on additional information from the on-line Help screens.
3. Click OK.

## **PRODUCT SETUP**

1. Select C&C/Product Setup.
2. Leave Meter ID and Input settings as is for this exercise.
3. Note: Within the Product Description frame, there is extensive capability to customize up to 8 different Product Descriptions with different temperature compensation characteristics. Each Product Description can also be assigned to 1 of up to 4 different meter calibrations. Additionally, 1 of 2 Print Formats may also be selected for each Product Description.
4. For this exercise use Gasoline for Prod Dscrpt 1 and in the Edit Product Name field, enter HIGAS. Move to any other box and you will then see the Product Summary window update with the new setting for HIGAS.
5. Leave the other settings unchanged and click OK.

## **PRINT FORMAT SETUP**

1. Select C&C/Report Formats/Printer Labels.
2. Scroll down to Label ID 70 (line 70 may differ on your system), VEEDER ROOT CO, double click on this entry and change to HIGAS INC in the Edit Label box. Click Enter and OK. This step serves to illustrate how you may change any of the labels listed
3. Select C&C/Report Formats/Delivery Report Format.
4. Note: Labels 5 and 9 have changed to HIGAS INC in the Available Fields List. To illustrate the Remove Function, select label 28, TANK ID, in the list of Fields in the Report and then click on Remove.
5. To illustrate the Add Function, select TAX THIS DELIVERY as the line to be added from the Available Fields and select FINAL PRICE/GALLON as the line below which the new line will be added to the list of Fields in the Report. With both selections entered, click the Add Button and observe the placement of TAX THIS DELIVERY below FINAL PRICE/GALLON.

6. Click on Preview to see the composed printout and then OK to complete and close the screen.
7. Note: Shift printout will not be covered in this QUICK HELP GUIDE but can be reviewed by the user in conjunction with the on-line help screens.

## **FILE SAVE**

1. Note: It is important to remember that the settings that have been entered so far and at the closing of each screen are not yet saved permanently to the open file. Save new settings by closing and reopening the file (or use Save or Save As).
2. Select File/Close.
3. Answer Yes to saving the current values. File closes.
4. Select File/Open.
5. Select EMRSample1 as the File and then Open.
6. Review the parameters listed for this EMR File and then click OK.
7. You're settings so far are now saved and you are ready to continue with the "Setup" portion of the program.

## **SETUP**

1. Select Setup/Device Specifics Sheet.
2. General: This tab sheet establishes the location of the current EMR you will download these settings to. The default location is the first EMR connected to the first IB box on port 2. This will be the typical setting for a single EMR on a vehicle. The advanced user can refer to the on-line help screens to determine settings for multiple EMR/IB systems.
3. Printer Options: Check the Enable box and leave the Printer Type as Slip Printer and change the Advance Distance to 1. Check the "...print test page..." box.
4. Presets: Keep volume and currency presets enabled and change Volume Preset1 to 50 gallons and Currency Preset1 to \$25.
5. Relay Control: Leave as is.
6. Defaults: Leave as is.
7. Time Delays: Leave as is.
8. Date Format: Leave as is.
9. Version Number: This is a read-only screen that gets updated when the Setup PC is connected to the EMR and this data is received by an Upload command.

## **PRICING AND TAX/DISCOUNT**

1. Select Setup/Pricing and Tax/Discount Sheet.
2. Price Code Table: Select Price Code 1, enter a price of 1.899 and select Tax/Discount Code 1. Select Price Code 2, enter a price of 1.629 and select Tax/Discount Code 2.