

## CARL & KYLE SOLUTIONS LIMITED

### INCOTEX 181 (TIMS CERTIFIED)

#### 1. POWERING ON

a. Hold **VD/MODE** Button until you see on ready/ You hear a BEEP SOUND then Release. The machine starts initializing process and goes to MODE 1 -----(REGISTRATION MODE) after some seconds.

#### 2. POWERING OFF

a. Hold **VD/MODE** for 5 seconds till you see OFF RDY then Release. (Machine shall turn OFF immediately)

#### MODE OF OPERATIONS

1. MODE 1: REGISTRATION MODE
2. MODE 2: X REPORT MODE
3. MODE 3: Z REPORT MODE
4. MODE 4: PROGRAMMING MODE
5. MODE 5: SERVICE MODE

#### NAVIGATING THROUGH THE MODES

To get to the next mode press **VD/MODE** key.

#### TO NAVIGATE IN AND OUT OF THE MODES

Get in the mode

Press the **TOTAL** button once.

Get out of the mode press SH then VD/MODE

### CONNECTING TIMS MACHINE TO WIFI NETWORK

#### **a. CONNECTING TO MOBILE/PHONE HOTSPOT •**

- Go to mobile Hotspot setting and note down the Wi-Fi name and password (you can change the name to a simple name Wi-Fi name and Password:
- Go to TIMS machine (Mercury 181/130W/133) Power on and go to mode 1/Registration mode.
- Press **STL** button and Wait for the device to show F, Started/WIFI SETUP.
- Go to mobile phone or Laptop. Go to Wi-Fi list and connect to Wi-Fi broadcasted as (KRAMW0090----)

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[www.carlnkyle.co.ke](http://www.carlnkyle.co.ke) **LOCATED AT The Bazaar Plaza M1, Moi Avenue**  
**adjacent to Biashara Street.**

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- Go to your browser e.g., Chrome, Mozilla, or Firefox and Enter default IP address 192.168.1.1 on your Browser and search.
- Opens a tab with **Incotex Control Unit Communication settings**, Click **Log in**.

- Enable Wi-Fi connection parameters.
- Key in the SSID (WIFI name) and the password for the Wi-Fi noted down in the first step.
- Submit WIFI and log out then Go to your Hotspot setting and turn on Hotspot and turn on mobile data.
- Go back to your TIMS device and Press the **(C)** button on the machine.
- Press 1 then **STL** Button to make a connection test.
- When you get **connection test: Fault!** Recheck you Wi-Fi name and password.
- When you get **connection test: ok** (well done WiFi set up successfully done).
- Press QTY to print a status report.

### **b. CONNECTING TO WIFI FROM ROUTER**

- Get the Wi-Fi name and Password and note it down.
- Go to TIMS machine (Mercury 181/130W/133) and Power it on, go to mode 1/Registration mode
- Press STL button and Wait for the device to display **F, Started/WIFI SETUP**.
- Go to your mobile phone or Laptop.
- Go to Wi-Fi list and connect to Wi-Fi broadcasted as (KRAMW00900.....)
- Go to your browser e.g., Chrome, Mozilla, or Firefox.
- Enter default IP address 192.168.1.1 on your Browser and search,
- It Opens a tab with **Incotex Control Unit Communication settings**, Click **Log in**.

- Enable Wi-Fi connection parameters
- Key in the SSID (WIFI name) and the password for the Wi-Fi noted down in the first step.

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- Submit WIFI and log out.
- Go back to your TIMS device and Press **{C}** button on the machine.
- Press 1 then **STL** Button to make a connection test.
- If you get connection test: Fault! Recheck your WiFi name and password repeat the setup process.
- If you get connection test: ok (well-done Wi-Fi set up successfully done).
- Press QTY to print a status report.

### MAKING A SALE (TYPE A INCOTEX 181)

- **STEPS OF MAKING SALES** • Go to Registration mode/ 1-----, • Press **TOTAL** and machine displays 0.00
- Key in Amount Inclusive of VAT, Press **SH** then **PLU** to store the amount. • Key in Item code/PLU code, Press **PLU**. Press **STL** and confirm whether the amount is correct.
- If the invoice is not correct void the sale/Invoice. Press **SH** then **00** to void Sale
- Press **TOTAL** to issue out the receipt if amount is correct.

### STEPS OF MAKING SALES USING QUANTITY.

- Go to **Registration** mode then Press **TOTAL**
- Enter the number of quantities and press the **QTY** button.
- Key in amount inclusive of VAT for a single quantity.
- Press **SH** then **PLU**, Enter the **PLU CODE** number and press **PLU** machine will display the item/service being sold and the registered amount.
- Press **STL** to confirm the amount then press **TOTAL** to issue out the receipt.

### MAKING SALES WITH BUYERS PIN

Note: Operator must key in Buyer's Pin with VAT Obligation during this procedure. If not sure kindly check with Itax Pin checker and confirm status.

- Go to Registration mode • Press **TOTAL** to display **0.00** •
- Press **SH** then **PY1** to activate sales with Buyer's pin.
- Press the corresponding key to enter the first letter of the pin. Press (-) twice to switch to digits then Key in the 9 digits of the pin.
- Press (-) twice to switch to capital letters.
- Key in the last letter of the pin then Press **STL** to record the pin.
- Enter buyer's exemption number. If not available press **TOTAL** to skip to make a sale.
- Enter the price which you want to sell at VAT inclusive, clear decimal by pressing (.) button • Press SH then PLU
- Enter the PLU CODE number and press PLU • press STL button to confirm the receipt (If INVOICE is not okay as per the sale VOID by pressing **SH** then **00** Button)
- Press **TOTAL** to issue out the receipt.

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Printing a copy receipt, Enter the relevant invoice number e.g., CU INVOICE NUMBER: 0090003440000000279 key in the last digits after zeros (279) then Press **SH QTY**

### MAKING CREDIT NOTE

*NOTE: Credit note can be made on the very same day or if made on a different day (Trader/operator to make sure He/she has made sale/s of amount summing up to the same amount being credited*

- To MAKE A CREDIT NOTE, While ETR displays 0.00 Press **(-)** to activate credit note, it will display **RECEIPT n**. Enter the relevant invoice number, i.e CU INVOICE NUMBER: 0090003440000000279 key only the last digits after zeros (279)
- Press **TOTAL** and ETR displays **CREDIT NOTE 0.00**
- Make a sale/invoice as you made before.
- Note: If you had made sales/invoice with buyer's pin. Start with the Pin after the above steps.

### MAKING A DEBIT NOTE

- Press **(+)** Enter the relevant invoice number e.g., CU INVOICE NUMBER: 0090003440000000279 key only the last digits after zeros (279),
- Press **total** (will indicate d 0.00) • Enter the amount you want to debit and sell.

### MAKING MONTHLY REPORTS SUMMARY REPORT

- Go to **X REPORT MODE**, Press total
- Key in **1** then **STL** (Machine will request for the beginning date key in the beginning date in format (DDMMYY) e.g., 010122 then press **QTY** it will request for the END DATE
- Key in the end date (DDMMYY) e.g., 310122 then press **VD/MODE** to issue the periodic report.
- For a DETAILED REPORT, go to Z REPORT then press total. Key in 4 then **STL** (Machine will request for the beginning date for the period. Key in the beginning date in format (DDMMYY) e.g., 010122 • Press **QTY** then Key in the end date (DDMMYY) e.g., 310122 • Press **VD/MODE** to issue the periodic report.

### PLU REPORT

- Go to **Z REPORT MODE** then Press **TOTAL** Press **PLU**. Press **STL** to confirm the report.

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