

Genmega ATM

Quick Reference Guide

The complete ATM Operator Manual is available for free in electronic (PDF) format from our website. Please contact your distributor or reseller.

Follow all instructions found on the "Notice to Installer" included with this machine.

OPERATOR FUNCTION

The Operator Function menu allows access to the ATM programming, settlement reports, diagnostics, and optional features. The Operator Function menu can be entered when system is IN SERVICE, when an error occurs, or when system is OUT OF SERVICE. There are 3 levels of passwords: Master, Service and Operator. Functions in the menus are restricted based on which level of password you use to log in with. Contact your reseller for password information.

TO ACCESS THE OPERATOR FUNCTION MENU:

1. Press < ENTER >, <CLEAR>, <CANCEL>, "1", "2", and "3" in that order.
2. ATM will ask operator to enter a password. Enter either Master, Service or Operator Password.
3. Then Operator Function Menu will be displayed.

When ATM is in ERROR CONDITION

1. Press OPERATOR FUNCTION key. ATM will ask to enter password.
2. Enter either Master, Service or Operator Password.
3. Then Operator Function Menu will be displayed.

DAILY SETTLEMENT

The day total provides the number of withdrawals, number of balance inquiries, surcharge amount, and dispensed amount recorded on the host processor and the terminal. The host data can be different from the terminal data due to the host cut-off time.

1. Enter OPERATOR FUNCTION menu with either Master or Operator password.
2. Select SETTLEMENT function key.
3. Select DAY TOTAL function key.
4. Wait while ATM connects to host processor to receive Day Total information and print Day Total. Then host and terminal will reset their Day Total values of ATM and host processor to zero.
5. Press <ENTER> key to return to SETTLEMENT menu when screen displays Daily Total GOOD screen.

TRIAL DAY TOTAL

Trial Day Total function performs the same function and prints the same receipt. However, it does not reset the values to zero.

CASSETTE TOTAL

The CASSETTE TOTAL function displays the information regarding the notes dispensed from the cassette. It prints the number of bills loaded, dispensed, rejected, and test dispensed from the last time the CASSETTE TOTAL function was performed. Once the CASSETTE TOTAL function is performed, the counter is reset to zero.

1. Enter OPERATOR FUNCTION MENU.
2. Select SETTLEMENT function key.
3. From SETTLEMENT Menu, select CASSETTE TOTAL. Receipt printer will print CASSETTE TOTAL information. If total number of bills does

not match, it may be necessary to open the vault, take out the cassette, and count number of notes in the cash cassette. Also compare CASSETTE TOTAL information with the information coming from DAILY TOTAL receipt.

4. Press <ENTER> key to return to SETTLEMENT menu when screen displays Cassette Total GOOD screen.

TRIAL CASSETTE TOTAL

The TRIAL CASSETTE TOTAL performs the same report as a CASSETTE TOTAL. However, it does not reset the number of bills in the system.

CASH LOADING

The ATM can be ordered with several optional cash dispensers. Consult the Operator Manual (available electronically) for detailed instructions for specific dispenser models.

1. Open the Security Door.
2. Lift up the cassette handle slightly and pull it out gently from the Cash Dispenser.
3. For fixed cassette dispensers, insert the key into the reject box and lift to access the cash tray.
4. For removable cassette dispensers, lift the cassette cover and pull the cash plate back until it is locked against the cash plate latch.
5. Add cash and release the cash plate latch allowing the cash plate to gradually take up its position behind the notes.
6. Close the Cash Cassette cover (or Reject box on fixed cassette dispensers) and turn the cassette key to lock. (If the cash plate is not released, the cassette cover will not close.)
7. Place the cassette back into the Cash Dispenser. Push it in gently, do not force the cassette.
8. Enter the OPERATOR FUNCTION menu.
9. Select SETTLEMENT function.