

BPS[®] C1

Quick Instructions First Steps



Translation of the original operating instructions

Art.-No. 504396011

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Giesecke & Devrient

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Disclaimer

The specifications stated in this documentation do not represent guaranteed characteristics.

This documentation is based on the type BPS® C1, hardware release F-1.0 and software release User Interface (UI) V002.091, Main Firmware DSP V001.063.

Technical changes reserved.



This product meets the safety requirements of the relevant EC directives and complies with the EN standards as listed in the EC Declaration of Conformity.



This product has been awarded the "GS mark" for "tested safety" by an independent test and certification body, after type-testing according to the German Product Safety Act (ProdSG, § 20 and § 21).

| | |
|-------------------|--|
| Manufacturer | Giesecke & Devrient GmbH Prinzregentenstrasse 159 D-81677 Munich, Germany Tel. +49 (0) 89 4119-0 Fax +49 (0) 89 4119-1535 http://www.gi-de.com |
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Changes

Issue Overview

06/2014

| Version | Change |
|---------|--|
| 1 | Series production |
| 2 | <p>Edition for product release 2.3:</p> <ul style="list-style-type: none"> ● New UV sensor ● Processing of checks ● Simultaneous processing of tickets and banknotes or checks and banknotes ● Sorting according to ECB specifications ● Search lists for serial numbers ● Language switch by SD card ● LAN interface ● Detailed description for setting the FIT sorting criteria ● Reports |

A complete overview of the changes can be found in the *BPS C1 User Manual*.

Details:

- *Section 4.6.3 "Enabling Serial Number, Ticket Reading or Check Function", p. 18*
New function: Check
- *Section 4.9 "Print Result", p. 24*
Additional information on printing result lists
- *Section 4.9.2 "Manual Printing", p. 25*
Additional information on printing serial numbers
- *Section 4.13 "Cleaning", p. 31*
Cleaning intervals inserted

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1 About This Manual

This manual provides quick instructions and is intended for all users of the product. It describes the first steps so that the user can use the product.

These quick instructions contain only the most important information. They supplement the system operating instructions and do not replace the user manual. You can find detailed descriptions and explanations on the CD enclosed in the BPS C1 user manual.

Make sure that the user manual is accessible at all times.

1.1 Overview of All Manuals in the BPS C1 Operating Instructions

| | |
|------------------------|--|
| Transport Instructions | <p>This manual forms part of the system operating instructions. The following manuals form part of the system operating instructions:</p> <p>The transport instructions are intended for employees of logistics companies. They contain outline information for secure transportation of the product to the installation site.</p> |
| User Manual | <p>The user manual is intended for all users of the product and contains the following information about:</p> <ul style="list-style-type: none"> ● The BPS C1 site and facility requirements <ul style="list-style-type: none"> – Requirements for the installation site, and for the transport and secure operation of the product – Technical details for the product ● Installing and connecting the product ● Operating the product and straightforward cleaning and maintenance work that is not performed by Service. ● Installing and using the software application |
| Service Manual | <p>The service manual describes maintenance work carried out on the product by a field engineer.</p> <p>The maintenance work includes:</p> <ul style="list-style-type: none"> ● The replacement of parts for repairs (corrective measures) including the necessary adjustment work ● Installing and using the software application for Service <p>You will only receive your service manual after you or your staff have received training from G&D to become a field engineer.</p> |
| Quick Instructions | <p>These quick instructions are intended for all users of the product. They describe the first steps so that the user can use the product.</p> |
| Spare Parts Catalog | <p>Please use the electronic spare parts catalog for Banknote Processing Systems on CD/DVD to order spare parts.</p> |

1.2 Conventions Used in this Manual

1.2.1 General Conventions

The following formatting styles are used as standard to identify certain information:

| | |
|-------------------------------------|--|
| <u>This text is important.</u> | Underlined text indicates important information. |
| Mechanical operating control | Names of mechanical operating controls like keys or switches are written in bold. Example: Press Start on the device. |
| GUI text | Objects in the graphical user interface (GUI), e.g. a pushbutton, are in bold. Example: Click OK . |
| Menu option > Menu option | Menu names are in bold. Pointed brackets indicate navigation through menus. Example: Select File > Print from the menu. |
| 'User input' | User inputs are in single quotes. Example: Enter port = '8080' . |
| <Placeholder> | Placeholders for display text or user input are in pointed brackets. Example: Enter <Password> . |
| [Key] | Keys on the keyboard are in square brackets. Example: Press [Alt + p]to print the file. |
| <i>File or path</i> | File names or paths are in italics. Example: Open <i>readme.txt</i> . |
| Command | Commands are in Courier font. Example: Open an input window and enter <code>ping</code> . |
| Code | Codes are in courier font. |
| "Title" | Titles of reports, logs, modes, windows, etc. are in quotation marks. |

| | |
|---|--|
| | Example: The "xy" window appears. |
| <i>"Manual title"</i> | References to other manuals are in italics. The manual title is also in quotation marks. Example: see <i>"Service Manual"</i> |
| <i>"Chapter heading"</i> <i>chapter</i> | References to other chapters/sections are in italics. The title of the chapter/section is also in quotation marks. Example: see <i>"Jam Recovery" chapter</i> |
| <i>G&D homepage</i> | References to a website address are in italics. |
| 1. List entry 2. List entry | In numbered lists, make sure you follow the sequence of list entries. |
| ● List entry ● List entry | In unnumbered lists, the sequence of list entries is not important. |
| a) List entry b) List entry | In alphabetical lists, the list entries give alternatives. |
|  | This symbol identifies important information. |
| * | * indicates optional components. |

2 Safety

Before you work with our product, you must have previously read and understood the system operating instructions and especially the safety instructions they contain. You may only then operate and maintain our product if you are trained and authorized to do so. Remain conscious of safety as you work.

This chapter contains the following information:

- Overview of the general symbols for safety information
- Overview of the symbols identifying specific hazards
- Safety instructions for the product BPS C1

2.1 Safety Information Symbols



DANGER

The symbol together with the signal word DANGER indicates an immediate risk to life or health.

Ignoring this warning will result in death or serious injury.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.



WARNING

The symbol together with the signal word WARNING indicates a possible risk to life or health.

Ignoring this warning may result in death or serious injury.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.



CAUTION

The symbol together with the signal word CAUTION indicates a possible hazard to health.

Ignoring this warning may result in minor injury.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.



NOTICE

This symbol, with the signal word NOTICE, is used to identify safety information.

Ignoring this information may result in damage to parts of the product or jeopardize data consistency.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.

2.2 Symbols Used to Identify Specific Hazards



DANGER

Risk of crushing

This symbol indicates a danger from crushing by moving components.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.



DANGER

Risk of electric shock

This symbol indicates a danger from electrical shocks.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.



DANGER

Risk of tripping

This symbol indicates a risk of tripping.

The safety instruction tells you about the type and source of the risk, the consequences if it is not observed and the measures to take to prevent the risk.

2.3 Safety Information

2.3.1 Proper Use

Our product has been constructed using the latest technology and is safe for operation. For your safety, you must use it appropriately and properly.

You must comply with the necessary safety measures for hazard-free use of the product. Failure to follow these instructions can put lives at risk or cause damage to the product.

| | |
|--------------|---|
| Proper Use | A banknote processing system is to be used exclusively for the purpose of counting banknotes (bills) and checking them for denomination, authenticity and condition. The processing of tickets is permitted. |
| Improper Use | Improper use, e.g. the singling of hard objects such as coins, paper clips and staples, is not permitted and will result in the invalidation of the warranty. |

2.3.2 Prohibition of Unauthorized Modifications or Changes

For safety reasons, no changes may be made to the product without informing and receiving permission from the manufacturer.
Any unauthorized structural changes or additions will invalidate the EC declaration of conformity for the product.
Any unauthorized structural changes or additions will invalidate the GS mark approval for the product.
Only genuine spare parts may be used for repairs.

2.3.3 Circumstances Under Which the Product May Not Be Operated

The product may not be operated if the ambient and operating conditions listed in the *"BPS C1 Site and Facility Requirements"* section of the Operating Manual are not fulfilled.
If the product is not in an operational state for technical or other reasons, you must prevent the product from being started up.

2.3.4 Safety Instructions to Protect Personnel

Be sure to comply fully with national accident prevention regulations.

When working on the product, respect the following:

- Avoid wearing loose-fitting or open clothing.
- Remove ties, rings, watches, and jewelry before beginning work.
- Protect long hair with a scarf or hair net.

Desist from any working method that impairs the operational safety of the product. Proceed in accordance with the safety information specified in the system operating instructions.

Make sure that unauthorized persons are not in the vicinity.

Check the product for any externally identifiable damage and faults at least once a day. Immediately report any safety-related changes (including in the operating behavior) to the internal department responsible.

Only operate the product in a perfect condition.

Do not remove any safety equipment. Do not disable any safety equipment. This can present a hazard to life and limb or cause damage to the product.

2.3.5 Information on Special Dangers for the Operator

During operation of the product, please observe the following information:

Electrical Voltage/Current

Work on live parts and assemblies carries the risk of electric shocks. Only carry out this work if you are authorized to do so.

Risk of Crushing

- When closing flaps, drives, transport sections, etc., be careful that your hands or fingers are not crushed between any edges. Use the operating equipment provided.
- When starting the singler, make sure that your hand is not in the singler gap.

Dust

Never use compressed air to clean the product. Breathing in dust can lead to health problems. Dust in the air can also damage the bearings and electronic components. No claims can be made under the warranty for parts damaged in this way. Always vacuum up any dust with a suitable vacuum device, fitted with a micro-filter.

Ergonomics

Stand or sit in a comfortable manner. Arrange your workstation so that you can work ergonomically. Set your chair to the optimum position or correct the height of the work surface.

Risks from Using Non-Specified Materials

Other dangers may arise from the use of non-specified materials such as cleaning liquids, sprays, lubricants, etc. If you use these materials, observe the manufacturer's safety instructions.

3 Installation

The following must be observed during the installation.

3.1 Installation and Connection

| | |
|----------------|---|
| Requirement | Unpack the machine. You will find instructions about unpacking on the BPS C1 <i>Transport Instructions</i> package insert on the machine's packaging. |
| Items Supplied | <p>Check the items supplied:</p> <ul style="list-style-type: none"> ● BPS C1 Machine ● Power cable (country-specific) ● End-user documentation (quick instructions) ● CD ("GD PC Suite – End User Tool" software, user manual) ● USB cable |

External devices such as printers, PCs, or external displays are optional and must be ordered separately.

You will find the connections on the rear of the machine.

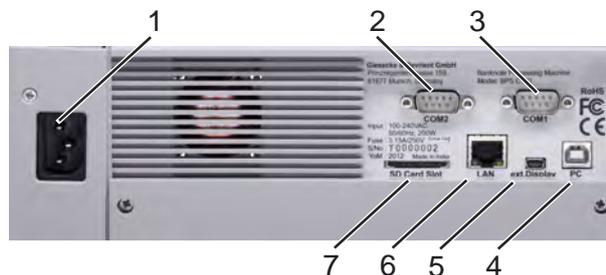
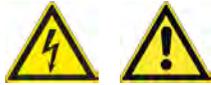


Figure 1: Connections

- 1 Connection for power supply
- 2 COM2: Interface for printer or barcode reader
- 3 COM1: Printer interface
- 4 USB interface for PC
- 5 Interface for external display
- 6 LAN interface
- 7 Interface for SD card

You will find more detailed information about the options for connecting a printer (2 and 3), PC (4), or external displays (5) in the BPS C1 "user manual".

**DANGER**

Risk of electric shock. Damaged cables or plugs can cause shocks, shorts, fires, etc. This may result in death or serious injury.

The plug or mains cable may not be placed under extreme weight or crushed.

Make sure the mains cable is routed safely.

**CAUTION**

Where cables are routed along the ground, there is a risk of tripping.

Make sure that all cables are routed safely.

**Important!**

If two printers are connected, the COM1 interface is used for Operator 1 and the COM2 interface for Operator 2.

If only one printer is connected and two operators use the same printer, the printer must be connected via the COM1 interface.

The barcode reader can only be connected to the COM2 interface.

Procedure

**NOTICE**

Skewed installation of the machine/device results in impaired function.

1. Make sure the machine/device is on a horizontal table top.
2. Make sure that no objects, such as pens or screwdrivers, are located underneath the machine/device.

[1] Place the machine on a suitable, sufficiently stable surface, see the BPS C1 "*Installation Area*" chapter in the *user manual*.

Mains Cable

[2] Connect the power cable supplied (1).

4 Operation

During operation, observe the following notes.



NOTICE

Make sure that no metal objects (e.g. paperclips) or liquids get into the machine/device.

The machine/device may be damaged.

If metal objects or liquids get into the machine/device:

1. Switch off the machine.
2. Pull the power plug from the power socket.
3. Have the machine/device checked by qualified personnel before continuing work.

Detailed information on operation can be found in the BPS C1 "user manual".

4.1 Operating Controls

The machine has the following operating controls:



Figure 2: Operating controls

- 1 Operating unit, see *Section 4.2, p. 12*
- 2 Singler
- 3 Banknote guides
- 4 Release handle to open the lower transport section
- 5 Reject stacker
- 6 Delivery stacker
- 7 Connections (from the rear), see *Section 3.1, p. 9*
- 8 Power switch
- 9 Release handle to open the upper transport section

4.2 Operating Unit

The operating unit consists of various keys and a screen (3).

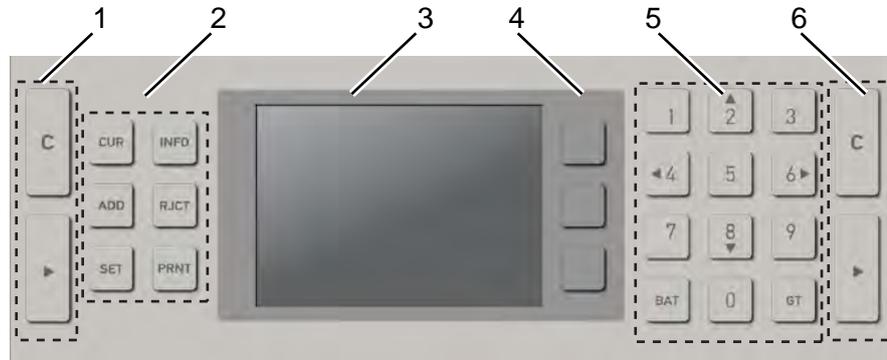


Figure 3: Operating Unit

Two operators can work at the machine. You can start and stop banknote processing using your keypad. For the default settings, functions, and inputs, both operators use the same keys.

Cancel - cancel actions and return to the main menu

Enter key - confirm selection or input, start banknote processing

This enables you to make certain default settings prior to banknote processing.

- **CUR** key - currency, see *Section 4.5, p. 14* and *Section 4.6.7, p. 22*
- **ADD** key - add accounting units
- **SET** key - system settings
- **INFO** key - display info list mode, see *Section 4.7, p. 23*
- **RJCT** key - display the reject reasons, see *Section 4.10, p. 26*
- **PRNT** key - open the printing menu or save the accounting unit manually to create the result list

Further information on the default settings can be found in the BPS C1 "User Manual".

Three function keys for controlling banknote processing are located to the right of the screen (3).



Figure 4: Function Keys

4

Keypad for the operator (1 and 6)



Keypad default settings (2)

Function keys (4)



Important!

The function keys on the machine are not labeled **F1** to **F3** but are called as such in the description. The current function of the keys can be seen on the screen next to the relevant function key, represented by a symbol.

Numerical keypad (5)



Figure 5: Numerical Keypad

You use the numerical keypad to enter values. You use the keys **2** and **8** (up and down), and **4** and **6** (left and right) to navigate on the screen.

BAT key

Predefine the number or value of banknotes, see *Section 4.6.5, p. 20* and *Section 4.6.6, p. 21*.

GT key

Display the overall result and daily result list. Further information can be found in the BPS C1 "User Manual".

4.3 Switching the Machine On and Off



Figure 6: Machine Power Switch

Switching On and Off

- [1] Press the power switch.

4.4 User Interface

After switching on, the main menu appears on screen.

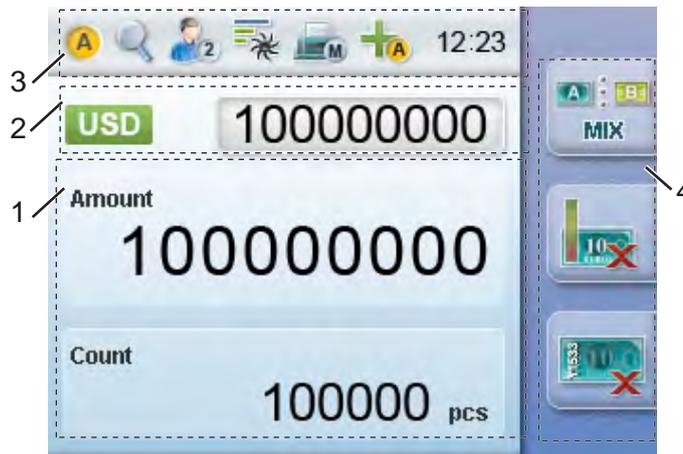


Figure 7: User Interface

- 1 Result
Here you can view the result of the accounting. The number and value of the accounted banknotes appear on the screen.
- 2 Currency and batch
Here you can view the selected currency and predefined bank-note value or number.
- 3 Default settings
Here you see what default settings are currently selected.
- 4 Functions
Here you select the sorting mode, enable the fitness sorting and the serial number reading using the relevant function keys next to the symbols. You also confirm or cancel the settings in the system settings.

An overview of all symbols can be found in the BPS® C1 "User Manual".

4.5 Selecting the Currency

You can select different currencies depending on the factory settings.

The currently selected currency is visible at the top left of the screen.



Figure 8: Selecting the Currency

You have the following options for selecting the currency:

- Selecting the Currency Sequentially
- Selecting a Currency from a List

Selecting the Currency Sequentially

- [1] Briefly press the **CUR** button.
 - ⇒ The available currencies appear one after the other on the screen.
- [2] Press the **CUR** button until the desired currency appears.
 - ⇒ The desired currency has been set.

Selecting the Currency from the List

- [1] Press and hold the **CUR** button.
 - ⇒ The available currencies appear in a list on the screen.
- [2] Select the desired currency using the numerical keypad.
- [3] Press enter.
 - ⇒ The desired currency has been set.

4.6 Processing Banknotes

The following options are available when processing banknotes.

- Select sorting mode, see *Section 4.6.1 “Selecting Sorting Mode”, p. 16*
 - The selected processing mode determines the result of the following processing steps.
- Sort banknotes according to fitness criteria , see *Section 4.6.2 “Processing Banknotes in Fitness Mode”, p. 17*
- Sort banknotes and simultaneously read the serial numbers, see *Section 4.6.3 “Enabling Serial Number, Ticket Reading or Check Function”, p. 18*
- Check banknotes and count without information, see *Section 4.6.4 “Processing Banknotes without Deposit ”, p. 19*

- Check banknotes and count specifying the package size, see *Section 4.6.5 “Specifying Package Size”, p. 20*
- Check banknotes, count and compare with a target value, see *Section 4.6.6 “Processing Banknotes with Deposit”, p. 21*
- Sort banknotes and similar printed documents according to size and thickness, see *Section 4.6.7 “Sorting Objects According to Size”, p. 22*

4.6.1 Selecting Sorting Mode

You can sort banknotes using different sorting modes. The machine counts the banknotes which it sorts to the delivery stacker.

You have the following options for selecting the sorting mode:

- Selecting sorting mode sequentially
- Selecting a sorting mode from a List

Select the sorting mode using the key **F1**.



Figure 9: Selecting Sorting Mode

Selecting Sorting Mode Sequentially

- [1]** Briefly press the key **F1**.
⇒ The available sorting modes appear one after the other on screen.
- [2]** Press the key **F1**, until the desired sorting mode is displayed.
⇒ The desired sorting mode is set.

Selecting a Sorting Mode From a List

- [1]** Press and hold the key **F1**.
⇒ The available sorting modes are listed on screen.
- [2]** Select the desired sorting mode using the numerical keypad.
- [3]** Press the Enter key.

⇒ The desired sorting mode is set.

You can select the following sorting modes.

Process banknotes of different denominations.



Sort banknotes according to denomination. The denomination that the sensor recognizes first is the reference for the sorting.

Sort banknotes separately according to face or reverse. The banknote whose face or reverse is identified first by the sensor is the reference for the sorting.

Sort banknotes according to an orientation. The banknote whose orientation is recognized first by the sensor is then the reference for the sorting.

Sort a denomination according to emission (issue). The banknote whose issue is recognized first by the sensor is then the reference for the sorting.

Sort banknotes according to custom mode.

4.6.2 Processing Banknotes in Fitness Mode

You can choose whether the machine sort the banknotes additional to fitness criteria. The following fitness modes are available:

Further information to set the sorting criteria can be found in the *BPS C1 "User Manual"*



Sort banknotes according to the fitness ATM. Banknotes with the fitness fit and unfit, suspect and unknown banknotes are sorted to the reject stacker.



Sort banknotes according to the fitness ATM and fit. Banknotes with the fitness unfit, suspect and unknown banknotes are sorted to the reject stacker.



Sort banknotes according to the fitness unfit. Banknotes with the fitness ATM and fit, suspect and unknown banknotes are sorted to the reject stacker.



Disable the fitness mode.



Important!

The fitness mode is additional to the selected operation mode. The machine processes the banknotes with the selected operation mode and additionally sorted the banknotes with the selected fitness mode.

Repeatedly pressing the key **F2** enables the fitness mode, switches the different fitness modes and disables the fitness mode.

The currently selected fitness mode is visible on the right side of the screen.



Figure 10: Selecting Fitness Mode

4

Procedure

- [1] Press the key **F2**.
 ⇒ The different fitness modes appear one after another on screen.
- [2] Press the key **F2**, until the desired fitness mode is displayed.
 ⇒ The fitness mode is set.

4.6.3 Enabling Serial Number, Ticket Reading or Check Function

You can select whether the machine reads the serial numbers on the banknotes and prints a list or reads tickets and decrypts a barcode or reads checks.



Read in serial numbers on banknotes.

Reading serial numbers depends on customization.



Compare two serial numbers on one side of a banknote.

Reading serial numbers depends on customization.



Important!

Select serial number reading in addition to sorting mode. The machine processes banknotes in the selected sorting mode and simultaneously reads in the serial numbers of the banknotes.



Read tickets and decrypt the barcode.



Important!

The machine can process banknotes in the selected sorting mode and simultaneously read in tickets.



Read in checks.



Important!

The machine can process banknotes in the selected sorting mode and simultaneously read in checks.



This disables the serial numbers, ticket reading, and check function.

The icon on the right of the screen shows which function is currently selected.



Figure 11: Enabling Serial Number, Ticket Reading or Check Function

Procedure

- [1] Use the **F3** key to select the required function.
- ⇒ This specifies ticket reading, the check function or serial number reading.

4.6.4 Processing Banknotes without Deposit

If you do not know the value or number of banknotes, process the banknotes without indicating a package size. The machine sorts unrecognized and suspected counterfeits to the reject stacker.

Procedure

- [1] Press the **BAT** key until the "-----" is displayed in the deposit input box.
- [2] Press the Enter key.
- [3] Place the banknotes in the singler.
- [4a] If the automatic singling is set, the machine starts singling banknotes.
- [4b] If the manual singling is set, press the Enter key.
- ⇒ The machine counts the banknotes. The number and total of banknotes in the delivery stacker appears on screen.



Figure 12: Result in "Banknote Processing without Deposit"

4.6.5 Specifying Package Size

You can specify additional package sizes which are stacked and accounted.

The machine sorts unrecognized and suspected counterfeits to the reject stacker.

Procedure

- [1] Press the **BAT** key until the "pcs" is displayed in the deposit input box.
- [2] Using the numerical keypad, enter the package size.
- [3] Press the Enter key.
- [4] Place the banknotes in the singler.
- [5a] If the automatic singling is set, the machine starts singling.
- [5b] If the manual singling is set, press the Enter key.
 - ⇒ The machine counts the banknotes.
 - The machine stops and waits for further input until the set package size is reached.
- [6] Place more banknotes in the singler.
 - ⇒ The machine stops when the set package size is reached (see arrow).

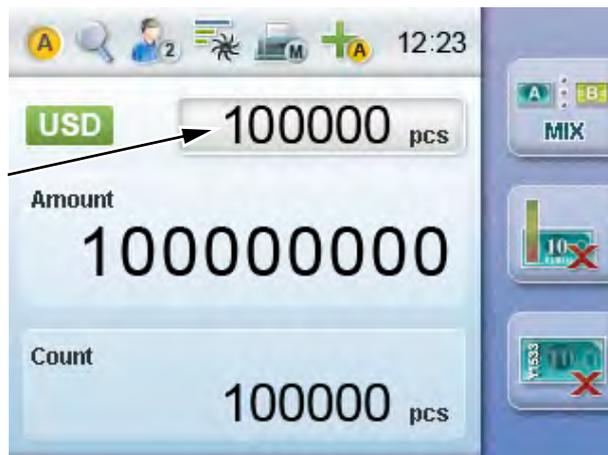


Figure 13: Banknote Processing with Package Size

- [7] Remove the BN package.
 - ⇒ The number and total of banknotes in the delivery stacker appears on screen.
 - The machine counts more BN packages until no further banknotes are inserted.
- [8] Press the **C** key to end the processing of incomplete BN packages.

4.6.6 Processing Banknotes with Deposit

If the value of the banknotes is predefined and you wish to check the target value (deposit), you can process the banknotes in deposit mode.

The machine sorts suspected counterfeits and excess banknotes to the reject stacker.

Procedure

- [1] Press the **BAT** key until the "0" or current deposit value is displayed in the deposit input box.
- [2] Using the numerical keypad, enter the target value.
- [3] Press the Enter key.
- [4] Place the banknotes in the singler.
- [5a] If the automatic singling is set, the machine starts singling.
- [5b] If the manual singling is set, press the Enter key.
 - ⇒ The machine counts the banknotes.
 - The machine stops when the target value is reached.

The number and total of banknotes in the delivery stacker appears on screen (see arrow).

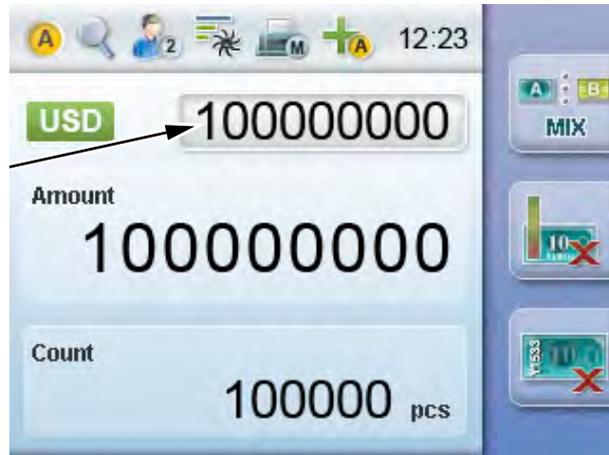


Figure 14: Result in Banknote Processing with Deposit

- [6] Press the **C** key to end the processing of incomplete BN packages.

4.6.7 Sorting Objects According to Size

You can sort banknotes and printed documents similar to banknotes by size and thickness. The object that the sensor recognizes first is the reference for the sorting.

The machine counts the number of objects.



Important!

During this sorting, the machine does not check the objects for authenticity.

The machine sorts the objects that satisfy the sorting criterion to the delivery stacker. The machine sorts the objects that do not satisfy the sorting criterion to the reject stacker. If you have chosen the highest speed level, the objects are counted with 1500 BN/min.

Procedure

- [1] Press the **CUR** key until **CNT** appears on the screen.
 - [2] Place the objects in the singler.
 - [3a] If the automatic singling is set, the machine starts singling.
 - [3b] If the manual singling is set, press the Enter key.
- ⇒ The machine sorts the objects according to size. The number of objects in the delivery stacker appears on the screen.

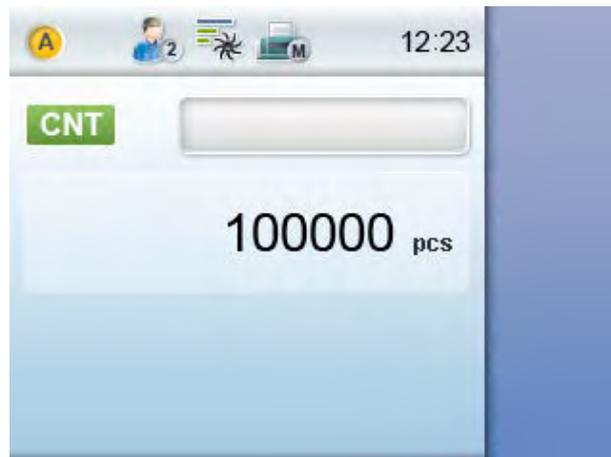


Figure 15: Sorting according to size

4.7 Displaying a List

You can have the system display the result of banknote processing as a detailed list.

Procedure

- [1] Press the **INFO** key.
⇒ The result of banknote processing appears as a detailed list.
- [2] Press the **INFO** key again to return to the main page of banknote processing.

4.8 Performing Manual Inspection

You can add rejected banknotes which were manually inspected and released to the accounting unit in list mode when the "Conciliation Off line" function is enabled.



Important!

Only when "Conciliation Off line" is selected as the conciliation setting is the conciliation icon shown on the bottom right of the screen. You can find information about conciliation in the BPS C1 "user manual".

Requirement

The "Conciliation Off line" function is enabled, see BPS C1 "user manual".

Procedure

- [1] Press the **INFO** key.
⇒ The result of banknote processing is displayed as a detailed list.

- [2] Press the **F3** key.
 ⇒ The conciliation menu opens.



Important!

With the reject reason "Double" you must count the banknotes in the reject stacker. If banknotes adhere to each other, the number of rejects in the conciliation menu will differ. In this case you must separate the banknotes and rerun them with all rejects.

- [3] Select the banknote denomination for the number you wish to add.
- [4] Press the enter key.
- [5] Enter the number of rejects for the relevant denomination.
- [6] Press the enter key.
 ⇒ The value of the banknotes is added.
- [7] To close the conciliation menu, press key **C**.
- [8] Press the **INFO** key to return to the main page of banknote processing.

4.9 Print Result

You can print the result of banknote processing.

The following information is displayed:

- Currency
- Number of denominations
- Subtotal
- Total number of banknotes
- Total
- Number of rejections
- Customer code (when the barcode of the customer or the header card of the associated barcode reader is scanned)

Read Serial Numbers

You can also select printing when you have enabled serial number reading.

Information on setting the options for serial number printing can be found in the BPS C1 *"user manual"*.

Printer

To print the result, a printer must of course be connected. Information on connecting a printer can be found in the BPS C1 *"user manual"*.

Result List

When working with result lists, you can find information on printing these result lists in the BPS C1 *"user manual"*.

4.9.1 Automatic Printing

When the "Automatic Printing" function is enabled (see BPS C1 "user manual"), the result of banknote processing is printed automatically if one of the following two conditions applies:

- The banknotes are removed from the delivery stacker after banknote processing.
- The "ADD" function is not enabled and all banknotes in the singler are sorted into the relevant stacker.

4.9.2 Manual Printing

When the "Manual Printing" function is selected in the Settings menu, you must print the data of the banknote processing manually.

Proceed as follows:

Procedure

- [1] Press the **PRNT** key.

⇒ The Print menu is opened.

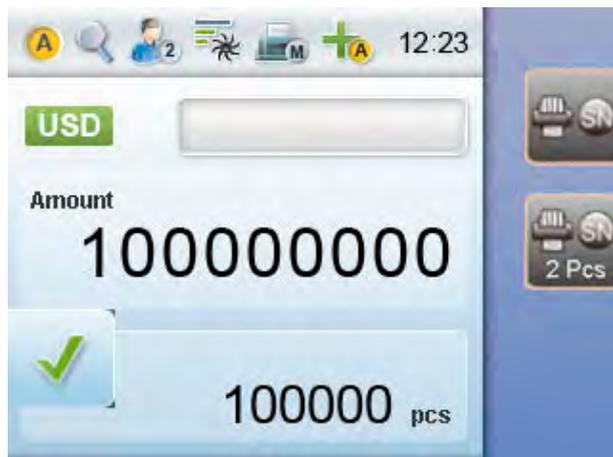


Figure 16: Print Menu

You can select the following functions:

- Press the **PRNT** key.
The current result is printed.
- Press the **F1** key.
If you have enabled the serial number reading option, the result is printed with serial numbers, see *Section 4.6.3, p. 18*.
- Press the **F2** key.
If you have enabled the serial number reading option, the result is printed twice with serial numbers, *Section 4.6.3, p. 18*.

- [2] Press the desired key.

⇒ The printer prints the result or the result list is deleted.



Important!

If you press the Enter key in the Print menu, the printer prints out the same result as with the function key **PRNT**.

4.10 Displaying the Reject Reasons

After banknote processing you can have the reject reasons displayed. Further information on the reject reasons can be found in the BPS C1 "User Manual".

Procedure

[1] Press the **RJCT** key.

⇒ The reject reasons appear on the screen.

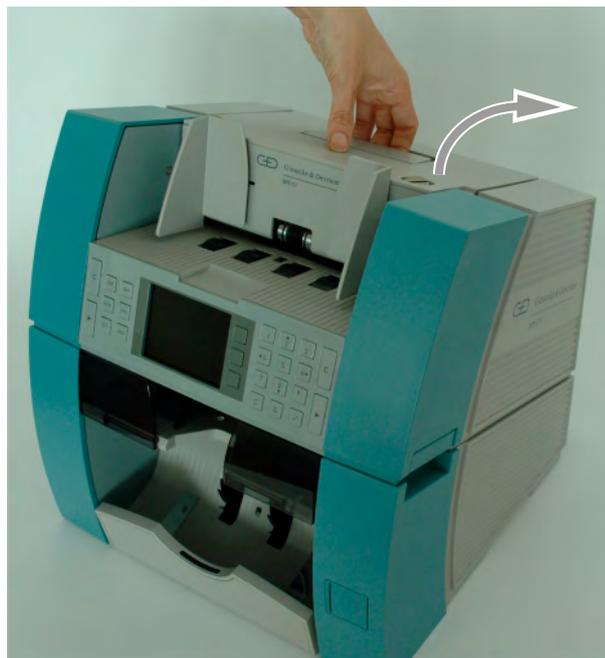
[2] To close the window, press the **RJCT** key.

4.11 Opening and Closing the Machine

For cleaning work or in the case of malfunctions, you will need to open the machine. The machine has one upper and one lower transport section each of which can be opened separately.

Opening the Upper Transport Section

To open the machine, proceed as follows:



[1] Unlock the upper module.

- [2] Fold the upper module up and back using the handle (arrow.)

⇒ The upper transport section is open.

Closing the Upper Transport Section



CAUTION

There is a risk of crushing when the machine is closed. Your fingers may be trapped.

When closing the machine, be careful not to crush your fingers.

- [3] Fold the upper module back using the handle.



- [4] Press the upper module downward on the cover (arrow.)

- [5] Ensure that the upper module engages properly in position.

⇒ The upper transport section is closed.

Opening the Lower Transport Section



- [6]** Unlock the lower module.
- [7]** Fold up the lower module using the handles.
⇒ The lower transport section is open.

Closing the Lower Transport Section



CAUTION

There is a risk of crushing when the machine is closed.
Your fingers may be trapped.
When closing the machine, be careful not to crush your fingers.



- [8] Press the lower module downward on both sides of the cover (arrow.)
- [9] Ensure that the lower module engages properly in position.
⇒ The lower transport section is closed.

4.12 Faults

Should a fault occur during banknote processing, an error message appears on the screen. The individual error messages are listed below.



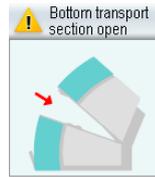
Important!

If the fault persists, contact Service.

Machine Open



- Close the upper transport section.
- Press the **C** key after clearing the fault.

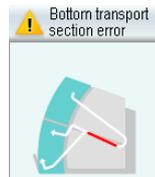


- Close the lower transport section.
- Press the **C** key after clearing the fault.

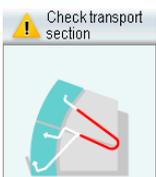
Error in the Transport Section



- Check the upper transport section and remove jammed banknotes and shreds of banknotes as required.
- Press the **C** key after clearing the fault.



- Check the lower transport section and remove jammed banknotes and shreds of banknotes as required.
- Press the **C** key after clearing the fault.

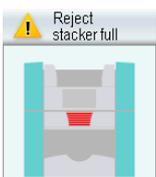


- Check both transport sections and remove jammed banknotes and shreds of banknotes as required.
- Press the **C** key after clearing the fault.



- Clear the banknote jam in both transport sections.
- Press the **C** key after clearing the fault.

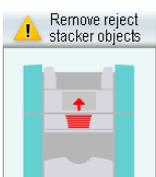
Removing Banknotes



- Remove the banknotes from the reject stacker.



- Remove the banknotes from the feeding compartment.



- Remove the banknotes from the reject stacker.



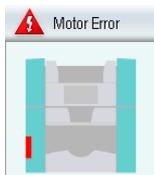
- Remove the banknotes from the delivery stacker.



- Remove the banknotes from the stacker compartment.

Machine Error

4



- Check both transport sections and remove jammed banknotes and shreds of banknotes as required.



- Check both transport sections and remove jammed banknotes and shreds of banknotes as required.
- Press the **C** key after clearing the fault.

Processing Messages



The number of banknotes does not match the predefined value.

- Check the banknotes in the feeding compartment. If necessary place new banknotes.



The buffer memory is full (500 BN).

- Print out the serial numbers.
- Press the **C** key twice to delete the memory.
- Remove the banknotes from the stacker. Banknote processing restarts.

Suspicious Banknotes



- It is recommended to place the banknotes into the singler for detection again.
- If the machine cannot identify the banknotes, take out the banknotes for manual detection.

4.13 Cleaning

To keep the machine in perfect condition and operating correctly, you must clean the machine at regular intervals.

Take note of the following recommendations depending on the banknote quality and application:

- Clean once a day
- Clean after 40,000 banknotes
- Clean when looking soiled

You must always switch the machine off before cleaning it.



DANGER

Risk of electric shock

Electric shock may result in death or serious injury.

1. Before starting work, switch off the machine/device.
2. Pull the power plug from the power socket.
3. Secure the machine/device against being switched back on.

Note also the following safety warnings.



DANGER

Risk of electric shock

Electric shock may result in death or serious injury.

Only field engineers may remove the paneling sections that are screwed in place on the rear of the machine/device.



WARNING

Do not perform any maintenance and service work.

There is a risk of serious injury.

Have maintenance and service work carried out by specially trained maintenance and service personnel.



CAUTION

Risk from raised dust

Inhaling dust can be hazardous to your health.

Dust in the air can also damage the bearings and electronic components.

Use a vacuum cleaner with a micro-filter.

Never use compressed air for cleaning purposes.



NOTICE

Wrong cleaning material can damage machine/device.

Do not use cleaning material with corrosive or abrasive effect.



NOTICE

Dirty cleaning cloth can damage measurement window.

1. Use always new cleaning cloth. Sandy soiling of previous cleaning can damage measurement window.
2. Use every cleaning cloth once only.



Important!

Ensure that no fluid leaks into the inside of the machine.

Cleaning Aids

Use the following tools for cleaning:

- commercially available cleaning solutions
- clean, lint-free cloths (for cleaning and drying)
- isopropyl alcohol for heavier soiling

To clean the machine, proceed as follows:

Procedure

[1]



DANGER

Risk of electric shock

Electric shock may result in death or serious injury.

Always unplug the machine by pulling on the plug and never by pulling on the cable.

[2] Unplug the mains plug from the power socket.

[3] Check the machine for damage.



Important!

In the event of safety-relevant damage, e. g. damaged network cables or plugs and broken, sharp-edged parts, contact Service.

Cleaning Machine

[4] Thoroughly wring out the moistened cleaning cloth.

[5] Clean the cover with circular movements.

[6] Remove the cleaning fluid with a clean, damp cloth.

[7] Dry the cover with a clean, dry cloth.

Cleaning the Transport Section

[8]

[9] Remove the dust using a cleaning cloth.



Important!

Use isopropyl alcohol to remove heavy soiling.

[10] Thoroughly wring out the moistened cleaning cloth.

[11] Clean the transport sections and measurement window.

[12] Dry the transport section and measurement window using a dry, lint-free cloth.

Ensure that the transport sections and measurement window are completely dry.

[13]

⇒ The machine is cleaned.



Important!

With single-shift operation and normal operating conditions clean the machine once a day, or more frequently if needed.

A Technical Support

| | |
|----------------|--|
| Germany | <p>Giesecke & Devrient GmbH Prinzregentenstraße 159 81677 Munich Germany Phone: +49 89 4119 3737 E-mail: CSS.HelpDesk@gi-de.com</p> |
| United Kingdom | <p>Giesecke & Devrient GB Ltd. Globe House, Unit 1, Westlinks Alperton Lane Wembley, Middlesex HA0 1ER United Kingdom and Ireland Phone: +44 845 370 2104 E-mail: igdgb.helpdesk@gi-de.com</p> |
| Spain | <p>GyD Ibérica S.A. Calle Verano 15 Pol. Ind. Las Monjas E-28850 Torrejón de Ardoz (Madrid) Spain Phone: +34 91 627 0000 Phone: +34 91 627 7200</p> |
| Russia | <p>Giesecke & Devrient - LOMO, ZAO Torfjanaja doroga, 8 197374 Sankt Petersburg Russia Phone: +7 812 324 1862</p> |
| Turkey | <p>Giesecke & Devrient Istanbul Ticaret ve Servis Ltd. Sti. Morbasan Sokak Koza Is Merkezi B blok 2. kat Barbaros Bulvari 34349 Besiktas-Istanbul Turkey Phone: +90 212 347 2827 E-mail: destek@gi-de.com</p> |
| USA | <p>Giesecke & Devrient American Inc. 45925 Horseshoe Drive Dulles, V.A. 20166 USA Phone: +1 888 292 4324</p> |

| | |
|----------------------|---|
| Mexico | <p>Giesecke & Devrient de México S.A. de C.V. Av. Santa Rosa No. 11 Col. La Joya Ixtacala CP-54160 Tlalnepantla de Baz, Estado de México Mexico Phone: +5255 50399944</p> |
| Brazil | <p>Giesecke & Devrient Brazil Ltda. Praça General Gentil Falcão 108, 16°.andar Brooklin Novo 04571-150 São Paulo Brazil Phone: +55 11 5105 6182</p> |
| United Arab Emirates | <p>Giesecke & Devrient FZE Building No: 6W, B Block, 7th Floor Dubai Airport Free zone P.O. Box 54325 Dubai UAE United Arab Emirates Phone: +971 4 6017118</p> |
| South Afrika | <p>E-mail: numeron_hotline_gdfze@gi-de.com E-mail: bpw_hotline_gdfze@gi-de.com Giesecke & Devrient Southern Africa (Pty.) Ltd. Block E - Crownwood Office Park 100 Northern Parkway Road 2001 Ormonde, Johannesburg South Africa Phone: +27 11 3094 900 (from abroad) Phone: +27 0860000 gdsa (4372) (local toll free number) E-mail: helpdesk-gdsaf@gi-de.com</p> |
| India | <p>Giesecke & Devrient India Pvt. Ltd. Tower - D, 5th Floor, Global Business Park, Mehrauli Gurgaon Road Gurgaon – 122 002, Haryana India Phone: +91 1800 1021206 (local toll free number)</p> |
| China | <p>Shenzhen G&D Currency Automation Systems Co. Ltd. Section D, 3rd Floor, Block 1, Greatwall Computer Mansions, No. 2 Kefa Road, Scientific & Technological Zone,</p> |

Hong Kong

Nanshan District,
Shenzhen Municipality, 518057
People's Republic of China
Phone: +86 800 830 76 67 (local toll free number)
E-mail: custhotline@cn1.gi-de.com
Phone: +86 755 2685 7843 (from abroad)
E-mail: techhotline@cn1.gi-de.com
Giesecke & Devrient Asia Pacific Ltd.
2901 Hysan Place
500 Hennessy Road, Causeway Bay
Hong Kong
People's Republic of China
Phone: +852 3766 7300
E-mail: gdap.hotline@gi-de.com

A

A

Glossary

A

ATM automated teller machine
 sorting criterion for banknotes

B

BN banknote

C

CD compact disk
 digital storage medium

D

DVD digital versatile disk
 digital storage medium

E

EC European Community
 ES European standard
 EZB European Centralbank

F

fit sorting criterion; banknotes with authenticity and quality features (e.g. clean enough, authenticity determinable, sufficient stiffness) to be returned to circulation

G

G&D Giesecke & Devrient
 GS “Geprüfte Sicherheit” = “tested safety”
 certification
 GUI graphical user interface

M

min minute (physical unit of time)

P

PC personal computer

U

unfit sorting criterion; banknotes that are unfit for circulation as a result of damage, wear, soilage, discoloration or mutilations. The value of the banknote is known.

USB universal serial bus

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Ident. no.: ***504396011***


Quick Instruction
BPS C1 English 06/2014

Charge: ***61542***


QTY: ***1***  pc.: