

# Uni-10 Series

Scale and Printer

# Installation Manual



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# Revision History

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This section tracks and describes manual revisions for awareness of major updates.

Revision	Date	Description
A	October 22, 2024	Initial manual release with product launch; Established revision history

*Table i. Revision History*



*Technical training seminars are available through Rice Lake Weighing Systems. Course descriptions and dates can be viewed at [www.ricelake.com/training](http://www.ricelake.com/training) or obtained by calling 715-234-9171 and asking for the training department.*

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# 1.0 Introduction

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For those familiar with the Ishida Uni-10 touch screen scale, this document may be used as a quick reference guide. Refer to the Table of Contents to go to the appropriate page for instructions. It may also be used as a source of detailed step-by-step instructions for setup and configuration of the scale.



Manuals are available from Rice Lake Weighing Systems at [www.ricelake.com/manuals](http://www.ricelake.com/manuals)

Warranty information is available at [www.ricelake.com/warranties](http://www.ricelake.com/warranties)

## 1.1 Safety

This scale is manufactured for use according to proper procedures by a qualified person and only for the purposes described in this manual. Always heed the information provided in this manual. Failure to heed precautions can result in personal injury or property damage.

### Safety Definitions:



**DANGER:** Indicates an imminently hazardous situation that, if not avoided, will result in death or serious injury. Includes hazards that are exposed when guards are removed.



**WARNING:** Indicates a potentially hazardous situation that, if not avoided, could result in serious injury or death. Includes hazards that are exposed when guards are removed.



**CAUTION:** Indicates a potentially hazardous situation that, if not avoided, could result in minor or moderate injury.



**IMPORTANT:** Indicates information about procedures that, if not observed, could result in damage to equipment or corruption to and loss of data.

### General Safety

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**Do not operate or work on this equipment unless this manual has been read and all instructions are understood. Failure to follow the instructions or heed the warnings could result in injury or death. Contact any Rice Lake Weighing Systems dealer for replacement manuals.**



#### WARNING

**Failure to heed could result in serious injury or death.**

**FOLLOW** set-up instructions provided for proper installation.

**NEVER** touch this machine without training and authorization from your supervisor.

**Machine MUST** be on a solid level support.

**Guards MUST** be in place before plugging in and turning on machine.

**ALWAYS** use the three (3) pronged grounded plug provided.

**ALWAYS** turn OFF and UNPLUG machine before cleaning or servicing.

**NEVER** operate machine with objects NOT provided by the manufacturer.

### Errors and Omissions

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The information in this manual has been carefully checked and is believed to be accurate. However, no responsibility is assumed for clerical, typographical or proofreading errors or omissions.

## 1.2 Disposal



### Product Disposal

The product must be brought to appropriate separate waste collection centers at the end of its life cycle.

Proper separate collection to recycle the product helps prevent possible negative effects on the environment and to health, and promotes the recycling of the materials. Users who dispose of the product illegally shall face administrative sanctions as provided by law.

## 1.3 Menu Navigation

1. Select the desired menu on the left side of the screen – PROGRAM, SETUP or ADJUST.





**NOTE:** The color of the icons indicates the selected menu.



Figure 1-1. Uni-10 Program Menu and Navigation Tabs

2. Use ▲ and ▼ buttons to scroll through the menu pages.
3. Tabs are used within menu steps with multiple pages.

Example:

- Press .
  - Select MACHINE No.
  - Five pages are available.
  - Access each page by pressing the desired tab.
4. Press  to exit the current section.
  5. Press the **SALES** key to return to Normal Operation mode.

## 1.4 Menu Structure

Operation	Total	Program		Setup	Adjust	
Sales	Daily Total	P1	PLU	P1	Machine No.*	
ACC1	Weekly Total		Campaign		Sales Mode	Sound
ACC2	Cumulative Total		Operators		Password	Firmware Detail
ACC3	Traceability Total		Preset Key		Key Lock	Memory Clear
Total Adjust	Preset Report		Ad Message		Data Storage	Printer
	Total Clear		Scheduler		Preset Report	Calibration
			Store		PLU Overwrite	Machine Type
			Department		PLU Initail Data	Download
			Group		PLU Update	Option Check
			Cooking Time		Receipt Setting	Display Capture
			Nutrition		Cassette*	Gravity
			Extra Message #1		Label Spec	
			Ingredient		Label Format*	
			Extra Message #3		Barcode*	
			Coupon Message		Custom Barcode	
		Pop Message	Menu Titles			
		P2	Scheme Table	P2	Operation Settings*	
			Gen Table		Error Process*	
			Lookup Table		Error Log	
			Mince Table		Traceability	
			Fix Price Symbol		Dual Currency	
			Free Message #1		Price Rounding	
			•		Frequent Shopper	
			•		Data Distribution	
		Free Message #11	Tax			
		P3	Free Message #12		Standby Mode	
			•		Country	
			•		File Save/Load	
			Free Message #15			
			Check Label			
			Stamp Price			
			Nutrition Text			
		Logo Image				

Shaded boxes = hidden menu steps accessed by pressing 495344 and PLU from the main menu

Shaded boxes\* = hidden menu steps that can be accessed by pressing 951753 and PLU

Unshaded boxes = can be password protected. See [Section 1.5 on page 9](#)

Table 1-1. Uni-10 Menu Structure

### 1.4.1 Configuration Features with Menu Locations

Feature	Menu	Step	Comments
Auto Print Delay Timer	Setup	Operation Settings	Prod; Auto Print Delay. (Use for Fixed Price PLUs)
Backup (by USB)	Setup	File Save/Load	"Scale>USB": backup, "USB>Scale": restore
Bakery Weight Print Format	Setup	Label Format	Print Control
Barcode Format	Setup	Barcode	POS Code, POS Format (Weight & Fix Price)
Barcode OCR	Setup	Barcode	POS Code, OCR Style (12/13 digits)
Beeper	Adjust	Sound	Beep Volume
Calc. Unit Price Print	Setup	Label Format	Print Control. Enable as needed if the field is in a label format.
Calibration	Adjust	Calibration	
Cassette	Setup	Cassette	
Cassette Switching	Setup	Cassette	Cast. Switching
Comms Check Period	Setup	Machine No.	PC Comm. Set 300 to 600 for WiFi comms.
Comms Method	Setup	Machine No.	IP Addr, LAN/WiFi Enable. Set the comms type.
Country	Setup	Country	951753+PLU
Customer Disp. Color	Adjust	Machine Type	Press current model (green): White or Black
Customer Disp. Image	Adjust	Machine Type	Press current model (green): Image or No Image
Date & Time	Adjust	Date Time	
DHCP	Setup	Machine No.	IP Addr
Display Capture	Adjust	Display Capture	Press TARE, save to USB folder: "CAPTURE"
Dual-Range	Adjust	Calibration	Range
Encryption	Setup	Machine No.	WiFi
Error Log	Setup	Error Log	
Extra Message Error	Setup	Error Process	Call. Ignore non-existent linked text messages
Forced Tare Setting	Setup	Error Process	Issue ("Tare Weight Not Set")
Frequent Shopper	Setup	Freq. Shopper	Bar Code Price, FS Image, Display Markdown
Freq Shop. Rounding	Setup	Price Rounding	Discount Rounding
IP Address	Setup	Machine No.	IP Addr.
Kg	Setup	Country	495344+PLU, Detail, Weight, 14789632+PLU
Label Format	Setup	Label Format	
Language	Setup	Country	
MAC Address	Setup	Machine No.	IP Addr (use for RF MAC Address filtering)
Maximum Tare	Setup	Country	495344+PLU, Detail, Weight, 14789632+PLU
Min. Print Weight	Setup	Country	495344+PLU, Detail, Weight, 951753+PLU
Memory Clear	Adjust	Memory Clear	
Password Setup	Setup	Password	
PLU Auto Program	Setup	PLU Overwrite	Set temporary changes as permanent
PLU Field Filtering	Setup	Machine No. [Receive Control]	Ignore individual PLU fields sent from a PC
PLU Update	Setup	PLU Update	Mass update of PLU File
Port Number	Setup	Machine No.	PC Comm (Default 55201)
Print Head Error			See Thermal Head Error
Preset Key Text	Setup	Machine No.	PC Comm, Preset Function Name Refer
Remote Access	Setup	Machine No.	Global SV, VNC Service
RF			See Wireless
Screen Saver	Program	Ad Msg.	"Ad Msg Control" button (Displays images in Ad Msg #1)
Search Configuration	Setup	Operation Setting	Call, Find PLU (Recommended: LINE2)
Self-Serve Config.	Setup	Operation Setting	Self
Self-Serve Setup	Setup	Sales Mode	Menu access: press Total Price six times
Shelf Life: +1 Day	Setup	Country	495344+PLU, Detail, Date. "Shelf Life"
Single-Range	Adjust	Calibration	Range

Table 1-2. Menu Locations of Configuration Features




Feature	Menu	Step	Comments
Spanish			See Language
Tare Select	Setup	Operation Setting	Prod., Tare Select (Select Tare 1 or 2)
Thermal Head Error	Setup	Error Process	Common (Error 0347-000x)
Volume	Adjust	Sound	Volume Level: key press and videos
Wireless	Setup	Machine No.	WiFi
Zero Price Settings	Setup	Error Process	Issue

Table 1-2. Menu Locations of Configuration Features (Continued)

## 1.5 Passwords

The availability of the menus is based on the password entered. The service password, 495344, PLU provides access to all menus. Refer to [Section 1.4 on page 7](#) for a list of all menu steps.

### 1.5.1 Service Access Password

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps. All Setup (two pages) and Adjust menu steps are available.






**NOTE:** Settings in some menus require additional passwords.

### 1.5.2 General Access without a Password

Press  to enter the menus.

Some menu steps in the Setup and Adjust menus are accessible without a password. It is strongly recommended that a secondary manager's password be placed on the open items in the Setup menu to prevent unauthorized access by store personnel. Refer to [Section 1.5.3](#).

### 1.5.3 Passwords


1. Press  to enter the menus.
2. Press .
3. Enter the password, then press .
  - The manager's password allows access to any menu steps that are set for password protection. This includes access to all items in the Program menu and several items in the Setup and Adjust menus.
  - Service password 495344 provides full access to all menus.



**CAUTION:** Do not provide the Service password to store personnel as they will then have full access to the scale menus. The Service password cannot be changed.



**NOTE:** The manager's password is disabled by default.  
Passwords may be entered at any time from the Main menu.

4. Press .
5. Select **PASSWORD**.
6. Enter a six-digit password, then press the **PASSWORD** button.



**NOTE:** To clear the password, enter "000000".  
One password is used for all menus.

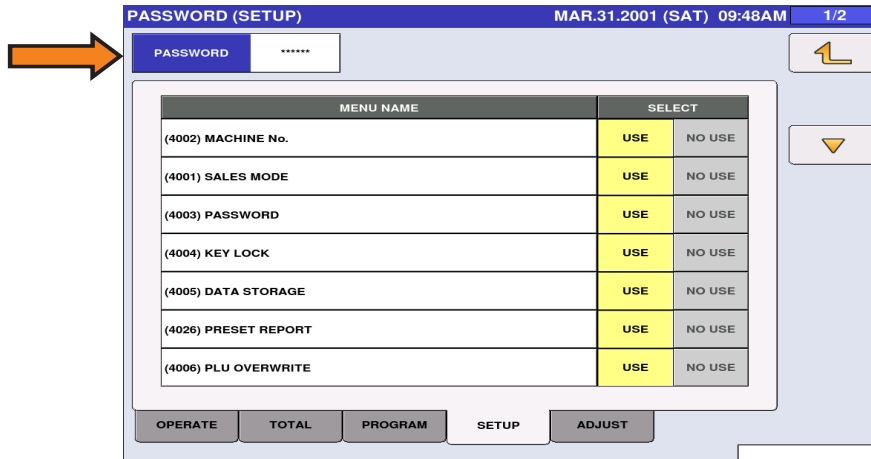




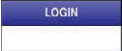
Figure 1-2. Password Setup

7. Set all steps to be protected by the Manager's password to "USE".
8. Press  to exit.

## 2.0 Installation and Setup

### 2.1 Checking the Scale Firmware

Before configuring a new scale, it is important to check the firmware version. The scale firmware is loaded from a USB memory stick. All service technicians working with the Uni-10 scale should have access to at least one USB memory stick.

1. Unpack the scale and place it on a flat surface or work table.
2. Power up the scale, press **Enter** at the Date/Time confirm screen.
3. Press . The main menu will display. See [Figure 2-1](#).
4. Press .

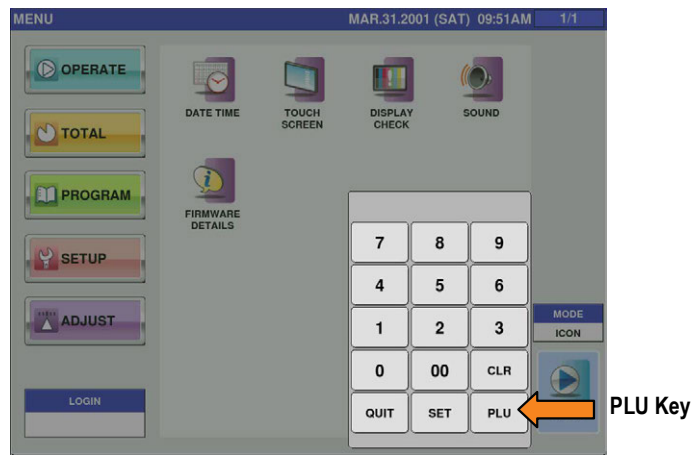

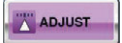


Figure 2-1. Main Menu and Keypad

5. Enter **495344** and press  to access hidden menu steps.
6. Press .
7. Select **FIRMWARE DETAILS**.

**Firmware Version Number**



FIRMWARE DETAILS		MAR.31.2001 (SAT) 09:51AM	
TITLE SOFTWARE	CM0001F	LICENSE	
SOFTWARE	VERSION	SOFTWARE	VERSION
MAIN	CM0002F		
SCALE DRIVER (UPDATER)	J0994(J0835)		
OS	J1100-4	PRINTER APP.	B0809B
BOOT	J1072C		
FPGA APP.	J1101		
SCALE	J0776L		

Figure 2-2. Firmware Details

8. Verify the firmware shown as **TITLE SOFTWARE** is the current or desired version number.



**NOTE: The current firmware version as of August 2024 is: CM0001F**  
Confirm the FPGA App. and Printer App. versions are also correct based on the Firmware Release Notes.

9. Press  to exit.
10. Press the **SALES** key to return to normal operation mode.

## 2.2 Updating the Scale Firmware

Firmware files are downloaded to the Uni-10 directly from a USB memory stick. Updating the firmware is a multi-step process. Before installing new firmware, the current database must be saved and the scale's data files initialized. After downloading the new firmware, the original database can then be restored.



**NOTE: If these steps are not followed, the scale's operation may be affected.**

### 2.2.1 Preparing a USB Memory Stick

The scale firmware must be loaded onto a USB memory stick.

1. Copy the scale firmware folder **Soft** onto an empty USB memory stick.
  - The **Soft** folder itself must not be zipped, even if some files in the folder are.
  - The **Soft** folder must be the only data on the USB memory stick.
2. Power up the scale and press the green **ENTER** key on the Date/Time confirmation screen.
3. Insert the USB memory stick into either of the two USB ports on the left side of the scale behind the hinged access panel. See [Figure 2-3](#). Ensure no other USB devices are connected.

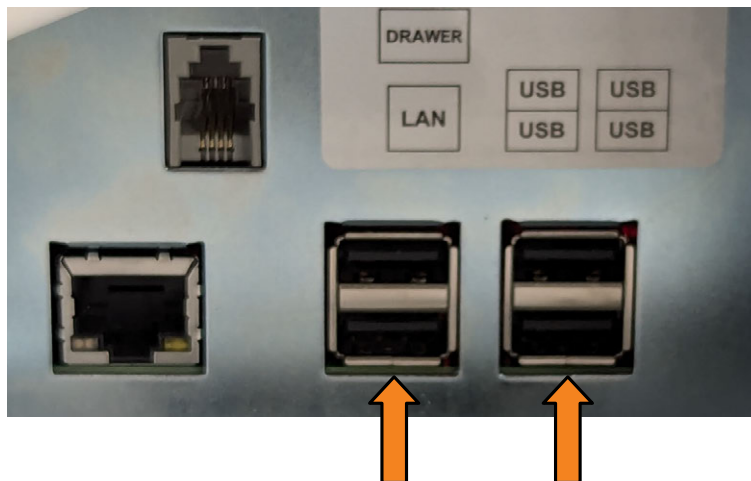






Figure 2-3. Uni-10 USB Ports

## 2.2.2 Saving All Data

Backup the scale database to a USB memory stick.

 **NOTE:** The Uni-10 scale can have up to 99 backup files stored on a USB Memory stick.

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps.
4. Press .
5. Select **FILE SAVE/LOAD**.

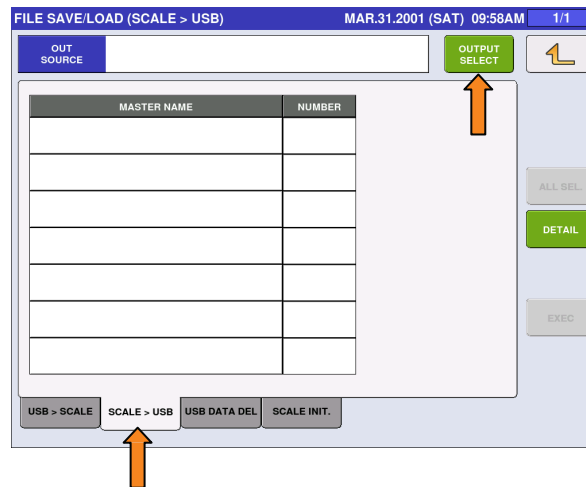


Figure 2-4. File Output to USB Memory Stick

6. Press the **SCALE>USB** tab.
7. Press **OUTPUT SELECT**.

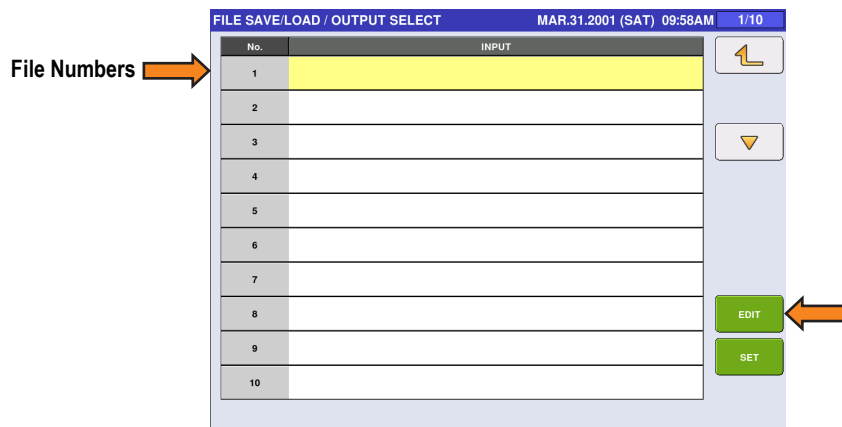



Figure 2-5. Create Output File

8. Press an unused file number, the line color changes to yellow.
9. Press **EDIT** to name the file.
10. Enter a short name to describe the file, include the date if desired.
11. Press  to exit and save the file name.

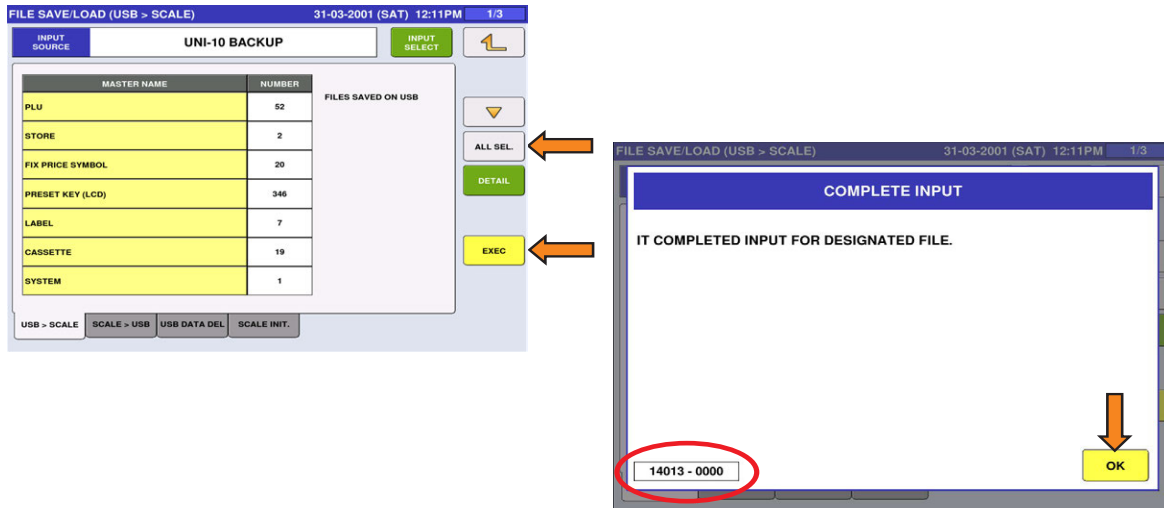



Figure 2-6. Select All Files and Output to USB Memory Stick

12. Press **ALL SEL.** to select all files for output. See Figure 2-6.
13. Press **EXEC**, at the next screen, press **EXEC** again to send the files to the USB Memory Stick. The screen displays the progress of files being copied.
14. Press **OK** when the backup is complete (message 14014-0000).
15. Press  to exit.

### 2.2.3 Initializing Data

After backing up the database continue on to initialize (delete) the data files.

1. Press the **SCALE INIT** tab.
2. Press **ALL SEL.** to select all files to be initialized.

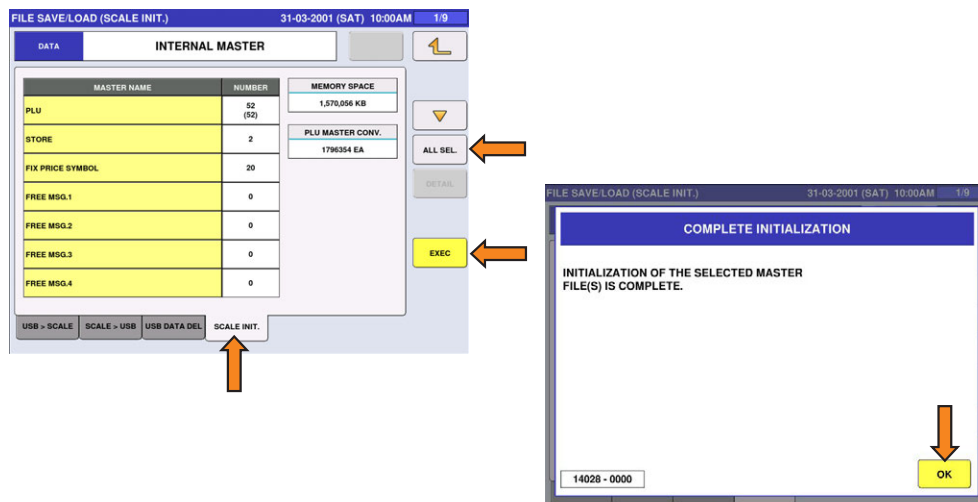



Figure 2-7. Select all Files and Initialize

3. Press **EXEC**, at the next screen, press **EXEC** again to initialize (delete) the files.
4. Press **OK** when initialization is complete (message 14028-0000).
5. Press  to exit.
6. Turn off the scale.

## 2.2.4 Downloading Main Firmware

Install the firmware previously copied to the USB memory stick.

1. Confirm the USB memory stick is still in the USB port.



**IMPORTANT:** Do not remove the USB memory stick during the firmware update procedure.

2. Turn on the scale.
3. Press the green **ENTER** key at the Date/Time confirmation screen.


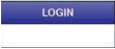




**NOTE:** The scale will take longer than usual to turn on while the USB memory stick is installed.

4. The scale will be in **European** mode with kg, euro, etc. See [Figure 2-8](#).

TARE	lb	ZERO	WEIGHT	lb	UNIT PRICE	€/kg	TOTAL PRICE	€
0,000		0,000	0,000		0,00		0,00	

Figure 2-8. Uni-10 Default Configuration - European Mode

5. Press  to enter the menus.
6. Press .
7. Enter the password **495344** and press  to access hidden menu steps.
8. Press .
9. Select **DOWNLOAD**.

- Press the firmware version to be installed. The selected firmware will be highlighted in yellow. See [Figure 2-9](#).

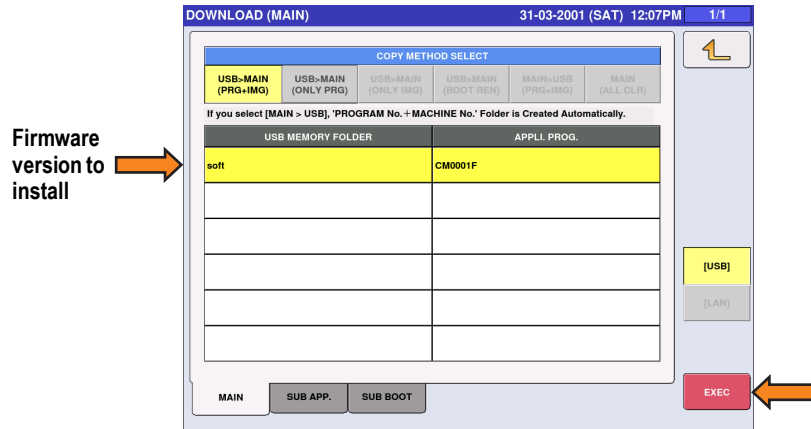


Figure 2-9. Select the Firmware File to Install

- Press **EXEC** to confirm the selection.

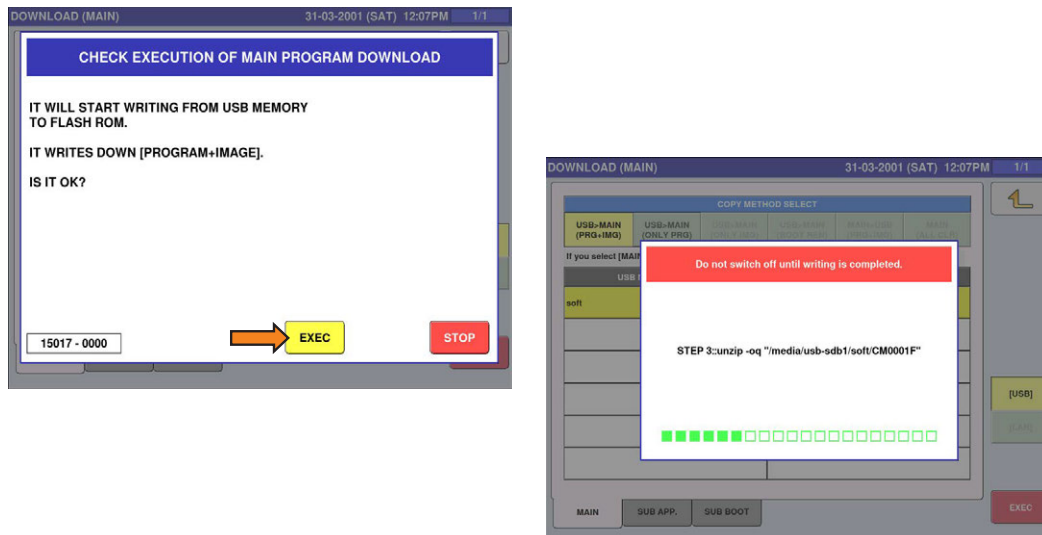






Figure 2-10. Begin Firmware Download

- Press **EXEC** again to begin the firmware download. See [Figure 2-10](#).
- The screen will show the firmware download progress. The download will take several minutes to complete.
- When **Re-Boot Check** message **15029-0002** is displayed, the firmware download is complete. The scale will automatically reboot.
- Press the green **Enter** button at the **Date/Time** confirmation screen.

## 2.3 Clearing Memory

After installing the firmware, the memory should be cleared to ensure there are no unintended data resulting from the new firmware.

- Press  to enter the menus.
- Press .
- Enter the password **495344** and press  to access hidden menu steps.
- Press .

5. Select **MEMORY CLEAR**.
6. Press **CLEAR** to delete all data in the Program and Custom Label Formats menus.



**NOTE:** It is unnecessary to perform a Test Data Set if the previous backup will be reloaded.

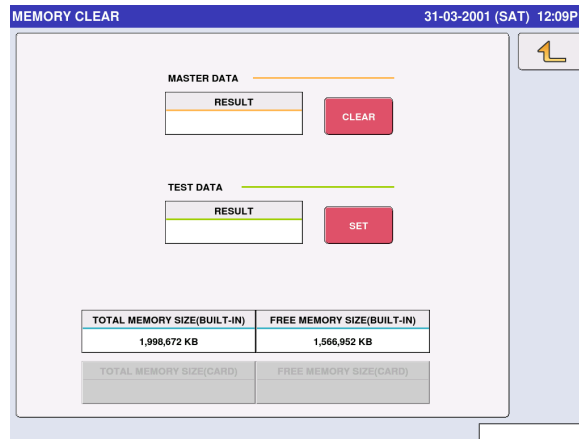



Figure 2-11. Memory Clear Screen

7. Press **EXEC** to confirm the memory clear.
8. After the result **OK** is displayed, press .

## 2.4 Downloading Sub-Application Firmware

After clearing the memory, download any sub-application firmware programs, as needed, based on the initial check of firmware versions (See [Section 2.1 on page 11](#)).

1. From the **ADJUST** menu, select **DOWNLOAD**.
2. Press the **SUB APP** tab.
3. Select the program to be installed. The selected sub-app will be highlighted in yellow. If there are multiple Sub Apps they must be selected and installed one at a time.
4. Press **EXEC** to confirm the selection.
5. At the next screen, press **EXEC** to begin the firmware download. The screen will show the firmware download progress; it will take several minutes to complete.

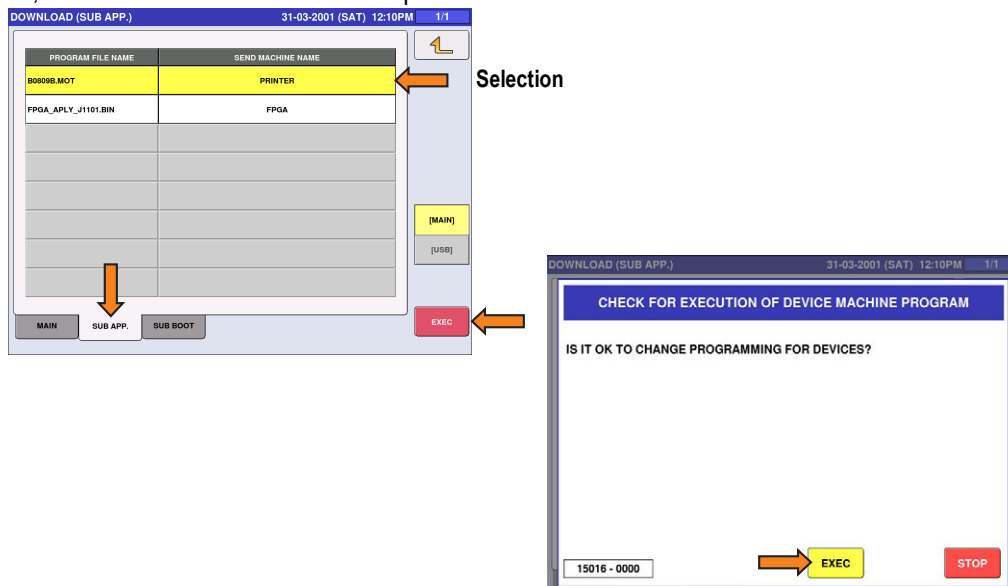






Figure 2-12. Select the Sub-App Firmware File

6. When **Re-Boot Check** message **15029-0002** is displayed, the sub-application download is complete. The scale will automatically reboot.
7. Press the green **ENTER** key at the **Date/Time** confirmation screen.
8. Enter the **Adjust** menu and repeat this procedure to load any other sub-application firmware as needed.

## 2.5 Restoring All Data

Load a saved database back into the scale from a USB memory stick.

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps.
4. Press .
5. Select **FILE SAVE/LOAD**.

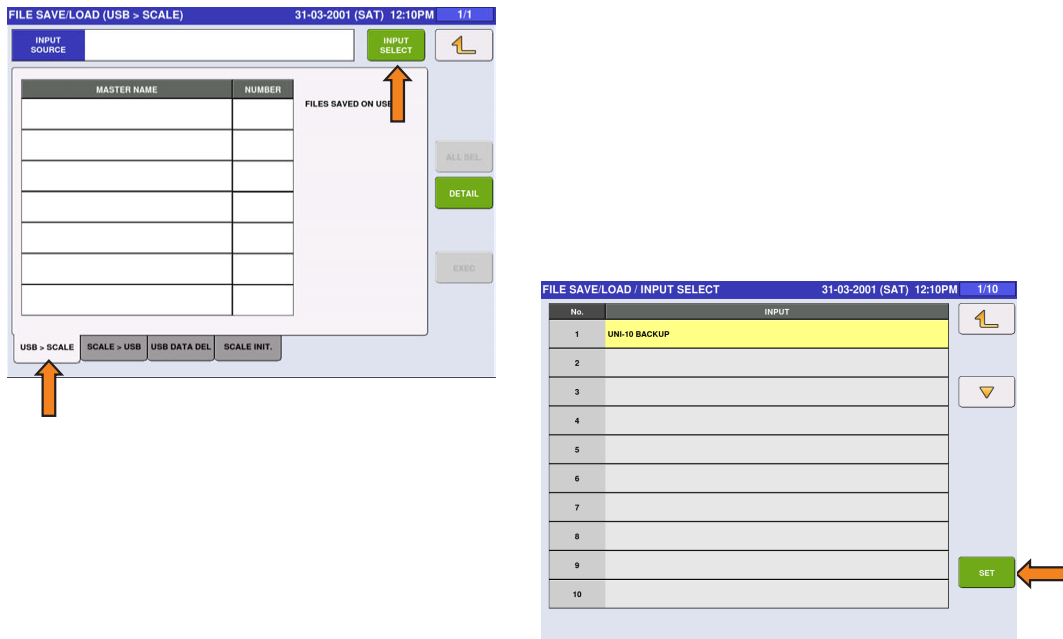


Figure 2-13. File Input from USB Memory Stick

6. Press the **USB>SCALE** tab.
7. Press **INPUT SELECT**. Depending on the size of the data files, it may take up to 15 seconds to display a list. Select the backup file created earlier. The selected file will be highlighted in yellow.
8. Press **SET** to continue.

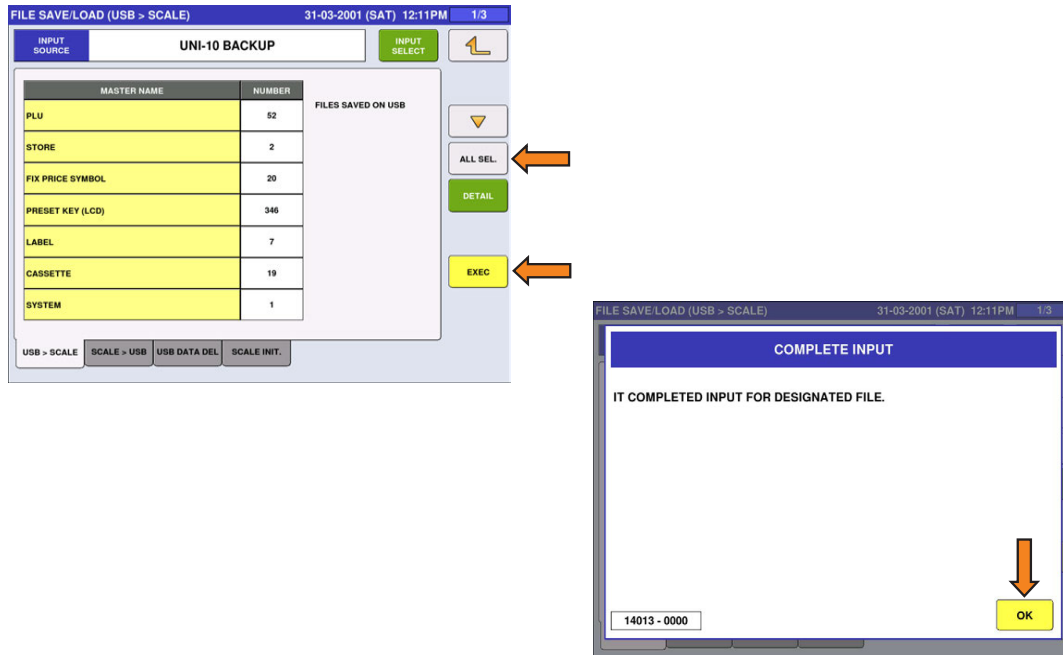



Figure 2-14. Select All Files for Input

9. Press **ALL SEL.** to select all files for input. The selected files are highlighted yellow.
10. Press **EXEC**, when the next screen appears, press **EXEC** again to receive the files from the USB Memory Stick.
11. The screen displays the progress of files being copied.
12. Press **OK** when restore is complete (message 14013-0000).
13. Press  to exit.
14. Press the **SALES** key to return to normal operation mode.

## 2.6 Installing A Patch





Use this procedure for installing a patch on the scale to add additional features or resolve issues with the operating system. These additional features will use up memory space.

### Preparing a USB Memory Stick

The scale patch must be loaded on to a USB Memory Stick.

1. Copy the firmware **Patch** folder onto an empty USB memory stick.
  - The **Patch** folder itself must not be zipped even if some files in the folder are.
2. Power up the scale and press the green **ENTER** key at the **Date/Time** confirm screen.
3. Insert the USB memory stick into either of the two USB ports on the left side of the scale. See [Figure 2-3 on page 12](#).
  - No other USB devices should be connected.

## Downloading the Patch




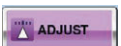
1. Press  to enter the Main menu.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **DOWNLOAD**.
6. Press the patch to be loaded. It will highlight in yellow.
7. Press **EXEC** to confirm the selection.
8. Press **EXEC** again to begin the download.
9. Scale will reboot when download is complete.

## 2.7 Memory Clear

Use this procedure to clear all programmed data and reset configuration to factory defaults.



**NOTE:** If the firmware was updated as described in [Section 2.2 on page 12](#), there is no need to clear the memory again.

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press the .
5. Select **MEMORY CLEAR**.

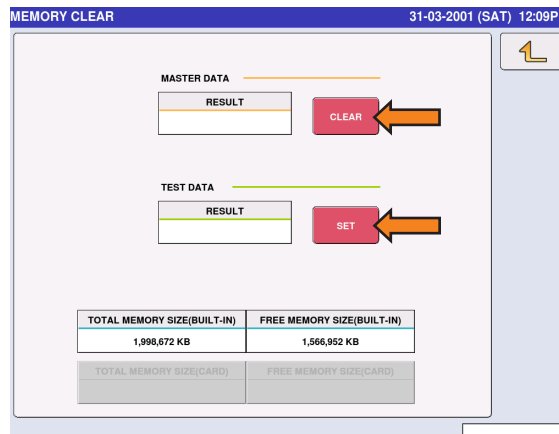


Figure 2-15. Memory Clear and Test Data

6. Perform both standard clears: Master Data and Test Data following the steps below.



**IMPORTANT:** Any existing data is overwritten and lost.

- Press **CLEAR**, then press **EXEC**. **OK** is displayed.




**NOTE:** Master Data deletes all data in the Program menu and custom Label Formats.

- Press **SET**, then press **EXEC**. **OK** is displayed.








**NOTE:** Test Data creates data for testing purposes (PLU, Store Name, Preset Keys, etc).

7. Press  to exit.
8. Press the **SALES** key to return to normal operation mode.
9. Proceed to the Basic Configuration.

## 2.8 Basic Configuration

After loading new firmware, the Uni-10 may default to a European format. This is seen on the main display where the weight units are **kg**, the "\$" symbol is replaced by €, etc. Use these steps to restore the scale to U.S. settings. Then set the local date and time.

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **COUNTRY** (page 2).
6. Press the white **Numeric Entry** field (lower right).
7. Enter **951753** and press  to enable country selection.
8. Press **COUNTRY**.
9. Select **USA**. Confirm **ENGLISH** is selected.

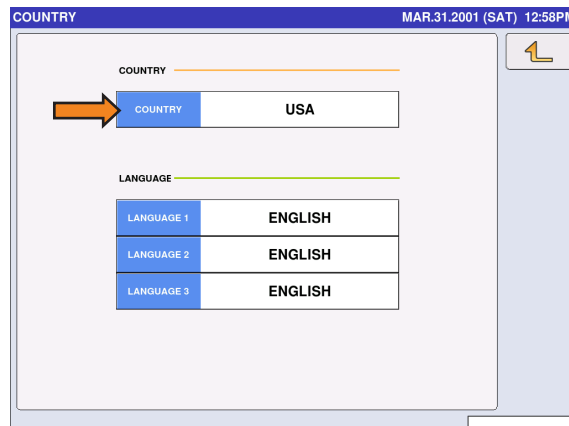


Figure 2-16. Country Select

10. Press  to exit.

11. Press .

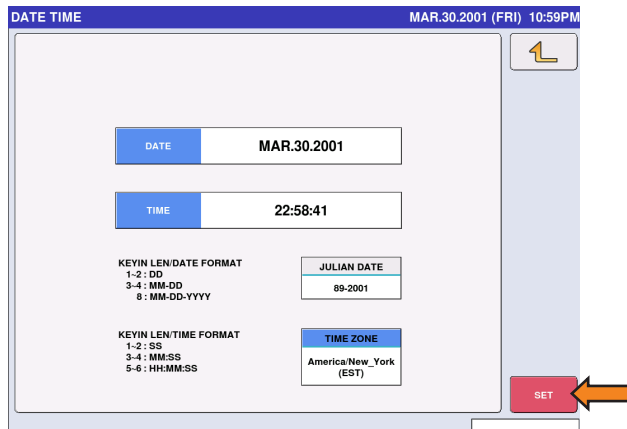


Figure 2-17. Date and Time

12. Select **DATE TIME**.
13. Press the **DATE** field to enter the current date. Enter the date in the format noted on the display. Enter just the day of the month if that is the only value to be changed.
14. Press **SET** to save the value.
15. Press the **TIME ZONE** and choose the correct time zone from the list. Selecting the time zone should change the clock to the correct local time. If required, enter the current time in a six-digit format as noted on the display: HHMMSS.



**NOTE: The time is entered in a 24-hour format.**

**The Julian Date is for reference only, it cannot be changed.**

16. Press **SET** and **EXEC** to save the date and time.
17. Press the **SALES** key to return to normal operation mode.




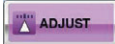
## 2.9 Calibration

The scale should be powered up at least 30 minutes prior to calibration. Confirm the scale is level and the four adjusting feet make full contact with the stand. Do not place the scale where it will be subject to vibrations, wind currents or direct sun light.



**NOTE: Full capacity weights are required to calibrate the scale.**

**In most cases it is not necessary to press the red INITIAL button. If the button is pressed verify the capacity is correct.**

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **CALIBRATION**.

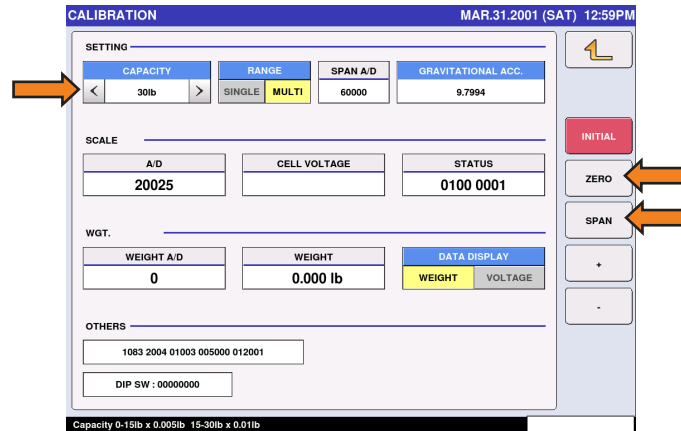


Figure 2-18. Calibration Screen

6. Confirm the Capacity and Range settings are correct. If the capacity is incorrect, press the arrow keys < or > to select the desired value.



**IMPORTANT: 60 lb capacity should only be selected for scales equipped with an optional high capacity load cell.**

7. If the resolution is incorrect, press **SINGLE** or **MULTI** as needed. For a 30 lb scale, Multi will set the resolution as 0.005 lb from zero to 14.995 lb, and 0.01 lb from 15 to 30 lb. Single will fix the resolution at 0.01 lb from zero to full capacity.
8. Press **ZERO** with no weight on the platter. The WEIGHT A/D count should be 20000.
9. Place full capacity on the scale.
10. Press **SPAN**. The WEIGHT A/D count should be 80000.
11. Remove the weight and confirm the WEIGHT A/D counts return to 20000. If not, repeat Step 8 to Step 10.

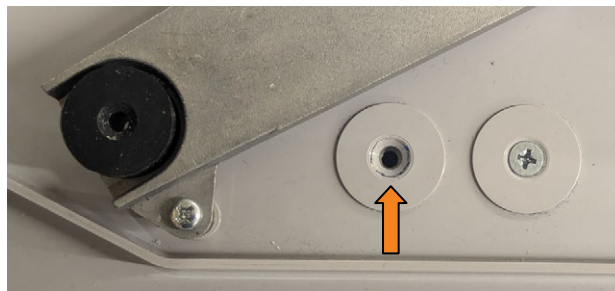



Figure 2-19. Calibration Save Button Access





12. At the top of the machine, remove the screw covering the Calibration Save button.
13. Use a non-conductive tool to press and hold the **Calibration Save** button until the beep sounds.
14. Remove the screw located to the right of the calibration access hole.
15. Replace both screws with the provided hex head sealing screws.
16. Seal the scale as required by local regulations.
  - Use a tamper-evident decal to seal the hole or a crimp seal to secure the hex sealing bolt.
17. Press  to exit.
18. Press the **SALES** key to return to Normal Operation mode.
19. Verify calibration.

## 3.0 Ethernet Configuration

### 3.1 Ethernet Configuration

This section covers setting the Uni-10 IP address, subnet mask, etc. After completing this section, refer to [Section 3.2](#) to complete communications setup for wireless scales.

**NOTE:** The selection for hardwired or wireless communication must be made in the **MACHINE No.** menu under the **WiFi** tab. Use the **WIFI USE** setting to select **YES** (wireless) or **NO** (hardwired). If this is set incorrectly, the scale will not communicate.

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **MACHINE No.**
6. Select the **IP ADDR** tab.

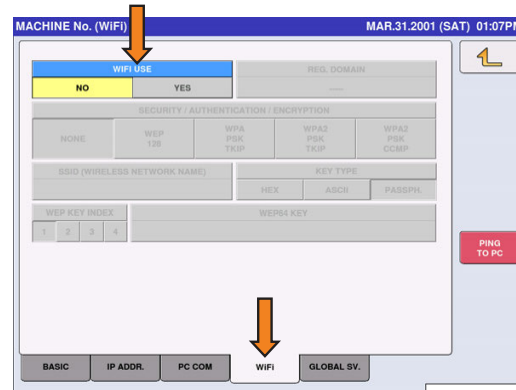
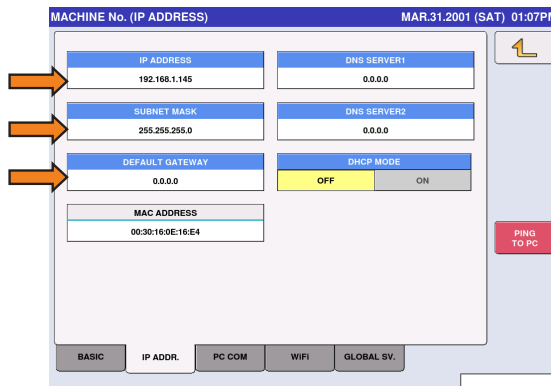


Figure 3-1. Enter IP Address, Subnet, and Gateway

7. If using DHCP, press **ON** and cycle the power of the Uni-10. Refer to [Section 3.3 on page 28](#) for DHCP configuration details.
8. Press the **IP ADDRESS** field to enter the scale's IP address.
9. Press **SET** to save the value.
10. Press the **SUBNET MASK** field to enter the scale's Subnet Mask.  
Example: 255.255.255.0
11. Press the **DEFAULT GATEWAY** field to enter the scale's Default Gateway.  
Example: 0.0.0.0


**NOTE:** If the scale will be on a Wide Area Network (WAN), the customer must provide the Gateway IP Address. If the scale is not connected to a WAN, set the Default Gateway as 0.0.0.0 to avoid communication problems.

12. Set **WIFI USE** as needed. The scale will not communicate if this setting is incorrect.
  - **YES** - Communicate by wireless connection
  - **NO** - Communicate by a hard wire connection (default)


13. Select the **PC COM** tab.

Figure 3-2. IP Address and Com Check Period


14. Press the **PC IP ADDRESS** field to enter a computer IP address to be used for comms testing from the scale (ping).

 **NOTE:** The PC IP address is only used by the scale to ping another device on the network. If the PC address is blocked by a firewall or anti-virus software, enter the address of a different device such as an access point or another scale that will respond to a ping request.

15. Set the **COM CHECK PERIOD** = 600 (10 minutes).

 **NOTE:** If the Com Check Period is set to zero the online indicator on the main operation screen will always show as connected (green) even when there is no connection.

Do not change the **Port Number** (55201) or **Com Check Time Out** (2 seconds) unless instructed to do so by Rice Lake Weighing Systems technical support.

 **NOTE:** Do not proceed to the WiFi tab to configure the wireless option. The scale must save the standard Ethernet settings before continuing. If the wireless settings are entered without saving, the scale will not communicate.

16. Press  to exit.

17. Press **EXEC** at the **Save Check** screen (message 14069-0000).

Figure 3-3. Save the Ethernet Settings

18. Press the **SALES** key to return to normal operation mode.
19. Ethernet configuration is complete. Check comms as needed. Proceed to [Section 3.2 on page 26](#) if the Uni-10 will be connected to a wireless network.

## 3.2 Wireless Configuration


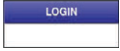


If the Uni-10 will be part of a wireless communication network, use this section to set the Network Name (SSID), Encryption, etc.



**IMPORTANT:** The standard IP address information must be entered (see [Section 3.0 on page 24](#)) and the scale must be rebooted before the wireless settings are entered.

The WiFi settings are stored in the RF Card. Clearing the memory or updating firmware on the scale does not affect the RF settings on the card. So it is possible for a scale to communicate when the WiFi settings screen is empty ([Figure 3-4](#)). If the WiFi settings have not been properly downloaded to the RF Card the scale may not communicate even when the settings appear correct.

To use wireless communication, ensure **WIFI USE** is set as **YES** on the WiFi tab. See [Figure 3-1 on page 24](#).

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **MACHINE No.**

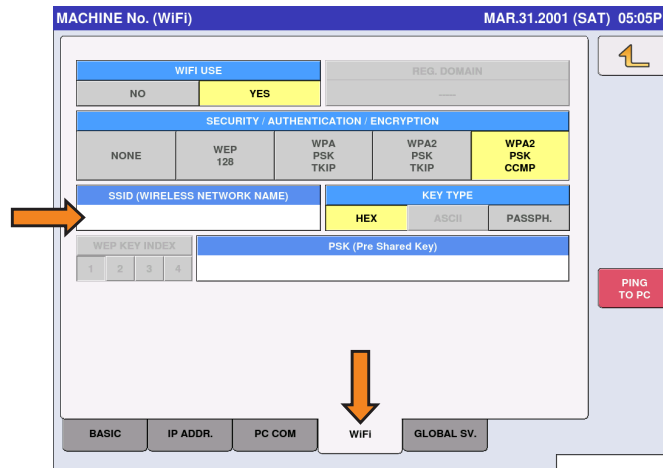


Figure 3-4. Initial WiFi (Wireless) Configuration Screen

6. Select the **WiFi** tab.
7. Press the **SSID (Wireless Network Name)** field.
8. Enter the Network Name assigned to the Access Point(s) or Wireless Router(s).



**NOTE:** The Network Name is always case sensitive. Example: Scales5G

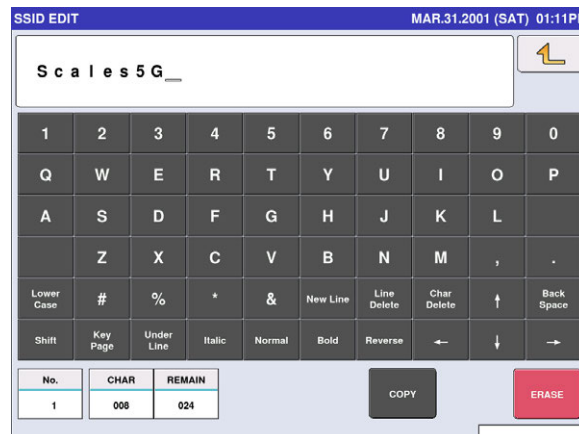



Figure 3-5. Enter the Wireless Network Name (SSID)

9. Press .
10. Press **SAVE** to save the new settings.
11. The new SSID Wireless Network Name is displayed

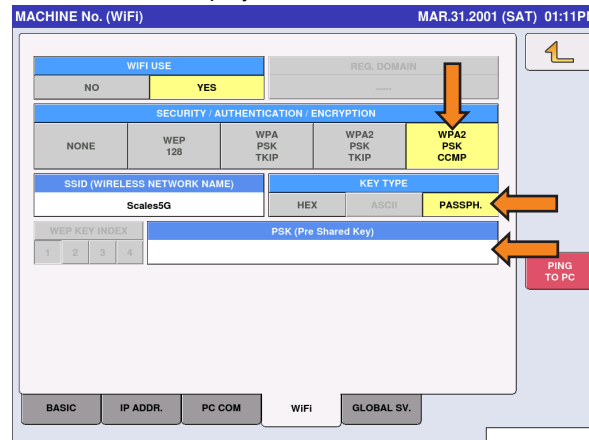


Figure 3-6. Select Encryption Settings



12. Select the appropriate **SECURITY / AUTHENTICATION / ENCRYPTION** type.  
Example: WPA2 PSK CCMP.

 **IMPORTANT:** To disable wireless comms, set **WIFI USE** as **NO** on the **WiFi** tab. See [Figure 3-1 on page 24](#).

13. Select the appropriate encryption **KEY TYPE: HEX, ASCII, or PassPhrase**.
14. Press the **PSK (Pre Shared Key) encryption key** field.
15. Enter the appropriate encryption key value.

 **NOTE:** The **WPA / WPA2 encryption key** is always case sensitive.  
**WPA/WPA2 encryption keys must be the following length:**

- **PassPhrase: 8-63 characters**
- **HEX: 8-31 characters**

16. Press .
17. Press **SAVE** to save the new settings.
18. Press  to exit and save the WiFi settings.
19. Press **EXEC** to save and change the WiFi settings (message 14069-0009).

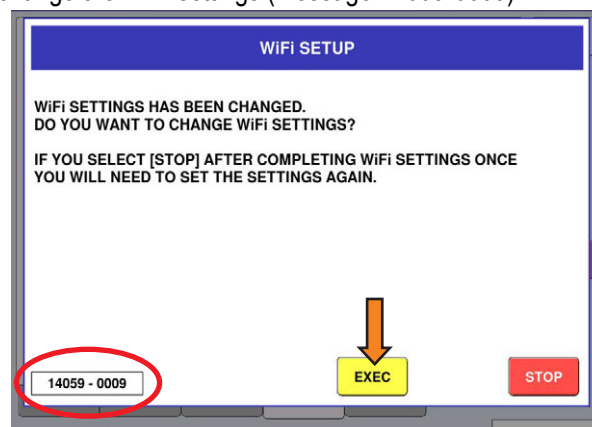




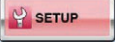


Figure 3-7. Press EXEC to Save Network Settings

20. Press **OK** at the WiFi SETUP screen (message 14059-0010) and wait 30 seconds.
21. Press .
22. Press **EXEC** on the Save Check screen (message 14069-0000). Check communication as needed.

### 3.3 DHCP Configuration

This section covers how to configure the scale for automatic IP address assignment for both wired and wireless applications.

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **MACHINE No.**



**IMPORTANT:** If the scale will be using a wireless connection, refer to [Section 3.2](#) to configure the settings before continuing.

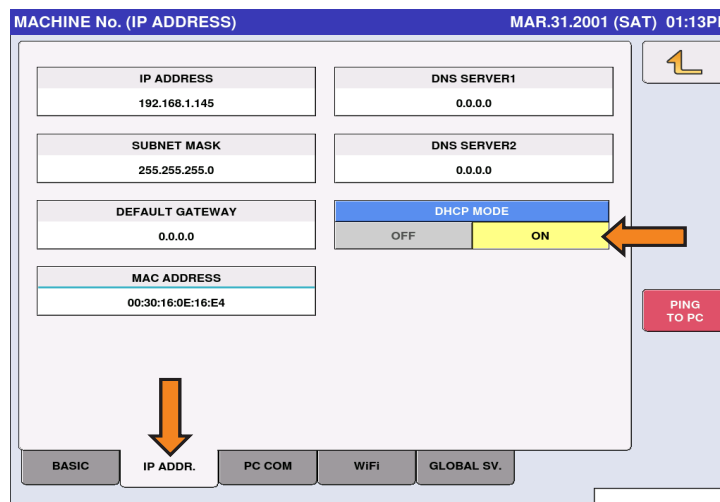


Figure 3-8. DHCP Mode

6. Select **IP ADDR** tab.
7. Select **ON** under **DHCP MODE**.
8. Cycle power to the scale. When the scale reboots, the IP address and related settings on the **IP ADDR** tab will be populated and shaded out.
9. Return to [Section 3.1 on page 24](#) to complete the settings on the **PC COM** tab.

## 4.0 Scale Configuration





### 4.1 Backup and Restore by USB Memory Stick

Configuration and data files may be saved to a USB Memory Stick. The files can then be loaded into another Uni-10 scale or retained as a backup. Up to 99 backup files may be stored on a USB Memory Stick.

All backup files are stored in generic folders named "Data0x". If the contents are unknown, check the IDEX.TXT text file in the folder that lists the description entered when the backup was made along with the firmware version.

If all available files are already filled on the USB Memory Stick, any unneeded files can be deleted at **FILE SAVE / LOAD > USB DATA DEL.** tab.

#### 4.1.1 Backup Data Files from Scale to USB

1. Power up the scale and press the green **ENTER** button at the *Date/Time* confirm screen.
2. Insert a standard USB Memory Stick into one of the USB ports. See [Figure 2-3 on page 12](#).
3. Press  to enter the menus.
4. Press .
5. Enter **495344** and press  to access hidden menu steps.
6. Press .
7. Select **File Save/Load**.
8. Press the **SCALE>USB** tab.

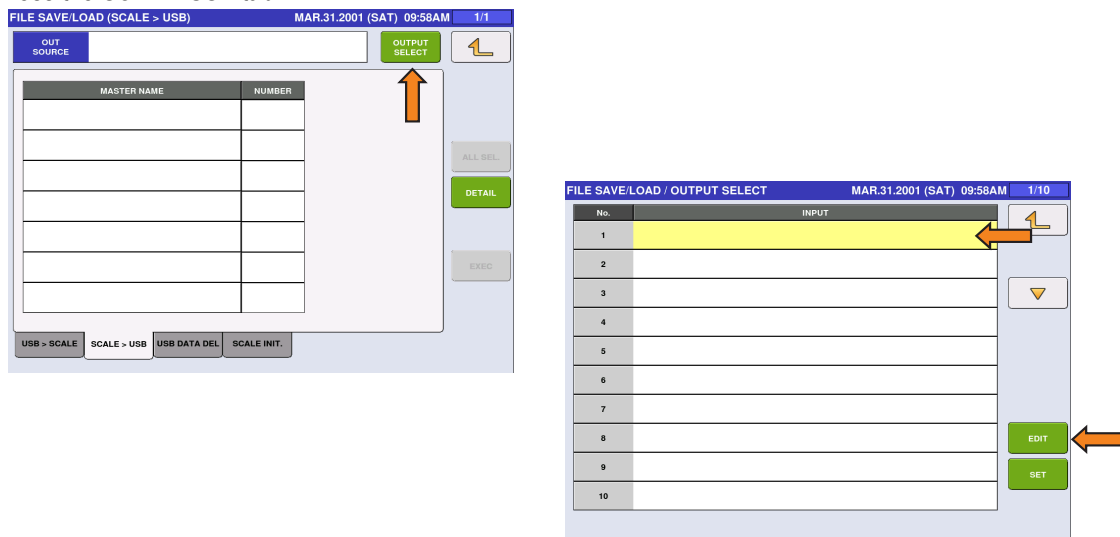



Figure 4-1. Memory Output to USB Memory Stick

9. Press **OUTPUT SELECT**.
10. Select an unused file number. The line will be highlighted.
11. Press **EDIT** to name the file.
12. Enter a short name to describe the file, including the customer, department and date.

13. Press  to exit and save the file name.

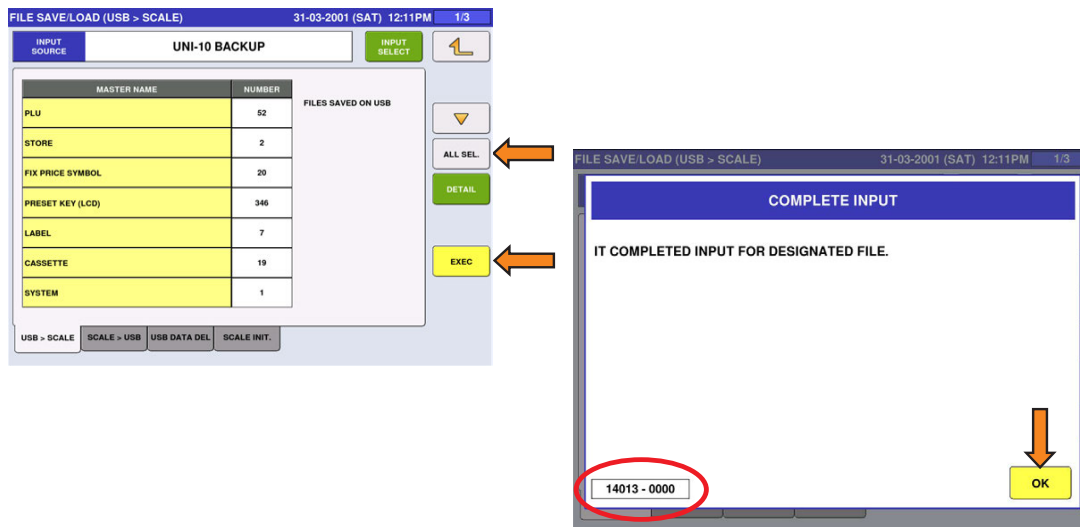






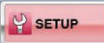
Figure 4-2. Select All Files for Output

14. Press the **ALL SEL.** key to select all files for output. Selected files are highlighted. Individual files may be selected, but backing up all files is recommended.
15. Press **EXEC** twice to send the files to the USB Memory Stick. The screen displays a progress bar for each of the files being copied.
16. Press **OK** at the backup is complete (message **14014-0000**).
17. Press  to exit.
18. Press the **SALES** key to return to normal operation mode.
19. Remove the USB Memory Stick.



**NOTE:** Do not rename USB backup files or folder when transferring to a PC for storage. The files are stored in folders named **DataXX**. If the folders are renamed the scale will not see them during a restore procedure. To identify the data files stored on a PC, place the **DataXX** folder inside a dedicated folder named for the customer, department, date, etc., or zip the folder and name it accordingly.

#### 4.1.2 Restore Data Files from USB to Scale

1. Power up the scale, press **ENTER** at the *Date/Time* confirm screen.
2. Insert a standard USB memory stick containing one or more Uni-10 **DataXX** folders into one of the USB ports.
3. Press  to enter the menus.
4. Press .
5. Enter **495344** and press  to access hidden menu steps.
6. Press .
7. Select **File Save/Load**.

- Press the **USB>SCALE** tab.

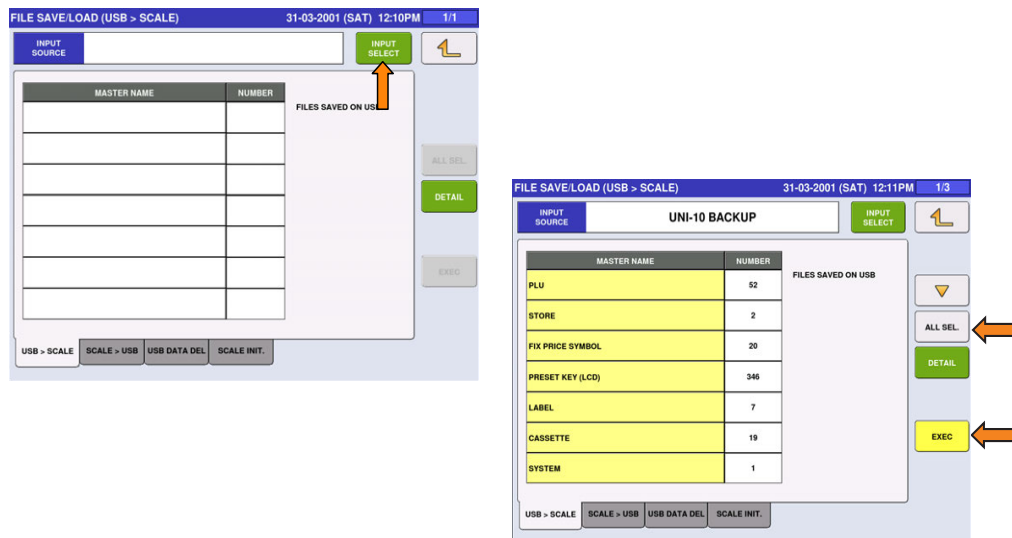


Figure 4-3. USB Memory Stick Input to Scale Memory

- Press **INPUT SELECT**. Depending on the size of the files it may take up to 15 seconds to display a list.
- Press the desired file number. The line will highlight.
- Press **SET** to select the file and return.
- Press **ALL SEL.** to select all files for input or select individual files. The selected files are highlighted.
- Press **EXEC** twice to receive the files from the USB memory stick. The screen displays the progress of files being copied.
- Press **OK** when backup is complete (message **14013-0000**).

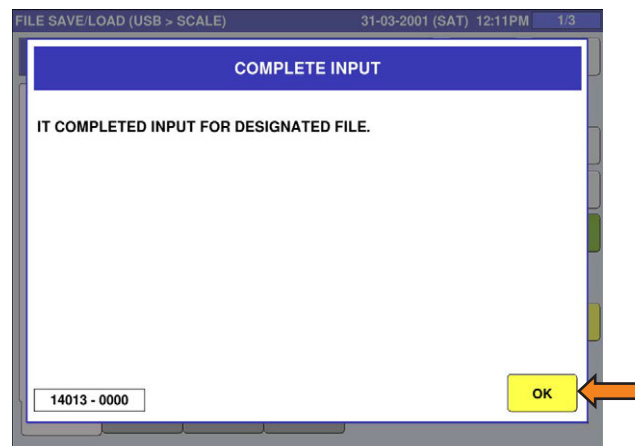







Figure 4-4. Input from USB Memory Stick Confirmation

- Press  to exit.
- Press the **SALES** key to return to normal operation mode.
- Remove the USB memory stick.

## 4.2 Label Setup

Labels are configured primarily in the **Cassette** menu. Any special parameters are set in the **Label Specification** menu. Custom label formats are created using the SLP-5 Maintenance Utility software and downloaded to the scale.

### 4.2.1 Label Cassette

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps.
4. Press .
5. Select **CASSETTE**. The current label cassette is highlighted in yellow.

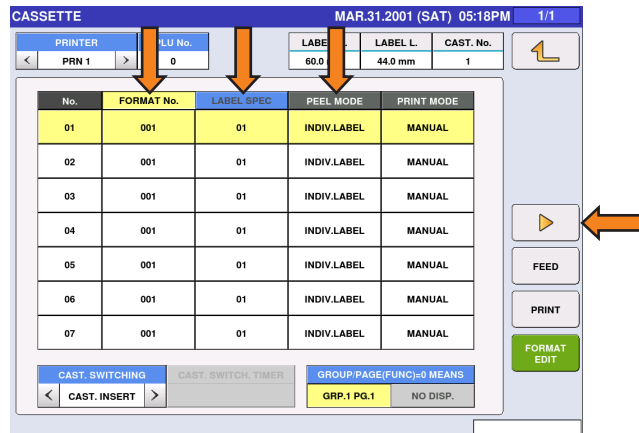


Figure 4-5. Label Cassette Setup

6. Press the white **Numeric Entry** field (lower right), enter the label format number, press **SET**.
7. Press the highlighted **FORMAT No.** field to assign the label format to the cassette. The default formats are listed in Table 4-1.



**NOTE:** Use the SLP-5 Maintenance Utility to download the Uni-10 label library for a larger selection of label formats.

No.	Description	Size
1	Standard	60x44 mm
4	Safe Handling (preprint)	56x73 mm
5	Extended Text	56x59 mm
6	Coupon	56x84 mm
7	Bakery w/ Nutrition	56x145 mm
10	Hanging Scale	56x44 mm
11	USA (preprint store logo)	56x44 mm

Table 4-1. Default Label Formats

8. If the label requires special settings press the white **Numeric Entry** field (lower right), enter label spec number, press **SET**.
9. Select the highlighted **LABEL SPEC** field.



**NOTE:** See Section 4.2.2 on page 35 for details.

10. Set the **PEEL MODE** to one of the selections below:
  - **INDIVIDUAL LABELS** – individual labels will print and remain at the peel bar (default).
  - **WITH BACKING** – labels remain on the backing paper which is not taken up on the winding spool.
11. Set the **PRINT MODE** to one of the selections below:
  - **MANUAL** – press the **Print** key to issues labels (default).
  - **AUTO** – automatic label printing based on stable weight, or press the **Print** key to begin printing fixed price labels.
12. Press the ► button to move to the next page.
13. Set the **LABEL TYPE** to one of the selections below:
  - **DIE-CUT** – labels are a fixed size with a space between them (default).
  - **CONTINUOUS** – label paper is a continuous strip (no space) torn to length as needed.
14. Enable **STORE PRINT** to one of the selections below:
  - **ENABLE** – print the store name and address (default).
  - **DISABLE** – do not print the store name and address.



**NOTE:** See [Section 4.9 on page 46](#) to program and set the store name and address.

15. Press the ► button to move to the next page.
16. Enable **TITLE PRINT** to one of the selections below:
  - **ENABLE** – print field titles on the label, like **Total Price** or **Sell By** (default).
  - **DISABLE** – do not print field titles on the label (label titles are pre-printed).



**NOTE:** If the titles are linked to a specific field such as **Pack Date**, this setting has no effect. Only label format titles designated as **Title - Weighed, etc.** are controlled by this setting.

17. Set the **OVERFLOW FLAG** to one of the selections below:
  - **ERROR + BLANK** – if the PLU name has too many lines to fit completely in the available space, an error will display and the PLU name will be blank (default).
  - **TO MAX** – if the PLU name has too many lines, it will print only the lines that fit in the available space and ignore the rest. This setting is not recommended.
18. Press the ► button to move to the next page.
19. Enter the **SECOND LABEL FORMAT NUMBER**, press the **Second Format No.** field. Refer to the list of default label formats in [Table 4-1 on page 32](#).
20. Enter the **THIRD LABEL FORMAT NUMBER**, press the **Third Format No.** field. Refer to the list of default label formats in [Table 4-1 on page 32](#).
21. Press the ► button to move to the next page.
22. Enter the **SUBTOTAL LABEL FORMAT NUMBER**, press the **Subtotal Format No.** field. The scale will use the default subtotal format 78 if no format is specified.
23. Press the ► button to move to the next page.
24. Set the **SALES MODE** to one of the selections below:



**NOTE:** These settings allow the basic scale operation to be changed by inserting a different label cassette.

- **NO OPERATOR** – standard operation (default).
  - **WITH OPERATOR** – operator tracking, operator keys required to print.
  - **SELF SERVE** – limited functions for calling PLU's and printing labels.
25. Enter the **AUTO PRINT LABEL FORMAT NUMBER**, select the **Format No. (A)** field. This allows a different label format to be used in pre-pack mode. Refer to the list of default label formats in [Table 4-1 on page 32](#).
  26. Press the ► button to move to the next page.

27. Set the **PLU NAME** to one of the selections below:
  - **FIXED** – select for die-cut labels (default).
  - **VARIABLE** – select for continuous labels where the height of the **PLU Name** field will expand as needed.
28. Set the **EXTRA MESSAGE 1** to one of the selections below:
  - **FIXED** – select for die-cut labels (default).
  - **VARIABLE** – select for continuous labels where the height of the **Extra Message 1** field will expand as needed.
29. Press the ► button to move to the next page.
30. Set the **EXTRA MESSAGE 2 (INGREDIENT)** to one of the selections below:
  - **FIXED** – select for die-cut labels (default).
  - **VARIABLE** – select for continuous labels where the height of the **Extra Message 2** field will expand as needed.
31. Set the **EXTRA MESSAGE 3** to one of the selections below:
  - **FIXED** – select for die-cut labels (default).
  - **VARIABLE** – select for continuous labels where the height of the **Extra Message 3** field will expand as needed.
32. Press the ► button to move to the next page.
33. Set the **FREE MESSAGE** to one of the selections below.
  - **FIXED** – select for die-cut labels (default).
  - **VARIABLE** – select for continuous labels where height of the **Free Message** field will expand as needed.
34. Set the **SAFE HANDLING IMAGE** to one of the selections below. This is only applicable when continuous strip label is used.
  - **FIXED** – the space reserved for the **Safe Handling Image** will print on every label (default).
  - **VARIABLE** – select when the **Safe Handling Image** is controlled by PLU and may not print on some labels. Set the amount of space the continuous label will compress in step **HEIGHT OF SAFE HANDLING IMAGE**.
35. Press the ► button to move to the next page.
36. Set the **IMAGE 1** to one of the selections below. This is only applicable when continuous strip label is used.
  - **FIXED** – the space reserved for the **Logo Image 1** will print on every label (default).
  - **VARIABLE** – select when the **Logo Image 1** is controlled by PLU and may not print on some labels. Set the amount of space the continuous label will compress in step **HEIGHT OF IMAGE 1**.
37. Set the **IMAGE 2** to one of the selections below. This is only applicable when continuous strip label is used.
  - **FIXED** – the space reserved for the **Logo Image 2** will print on every label (default).
  - **VARIABLE** – select when the **Logo Image 2** is controlled by PLU and may not print on some labels. Set the amount of space the continuous label will compress in step **HEIGHT OF IMAGE 2**.
38. Press the ► button to move to the next page.
39. Set the **IMAGE 3** to one of the selections below. This is only applicable when continuous strip label is used.
  - **FIXED** – the space reserved for the **Logo Image 3** will print on every label (default).
  - **VARIABLE** – select when the **Logo Image 3** is controlled by PLU and may not print on some labels. Set the amount of space the continuous label will compress in step **HEIGHT OF IMAGE 3**.
40. Enter the **HEIGHT OF SAFE HANDLING IMAGE**, then press the **Height of SHI** field. This is the height in millimeters that will be compressed when the **Safe Handling Image** is not printed. This is only applicable when continuous strip label is used.
 


*Example: Enter “280” if the image height is 28.0 mm.*
41. Press the ► button to move to the next page.
42. Enter the **HEIGHT OF LOGO IMAGE 1**, then press the **Height of Image 1** field. This is the height in millimeters that will be compressed when **Logo Image 1** is not printed. This is only applicable when continuous strip label is used.
 

*Example: Enter “280” if the image height is 28.0 mm.*





43. Repeat Step 42 for the **HEIGHT OF LOGO IMAGE 2** and **HEIGHT OF LOGO IMAGE 3**. These settings are only applicable when continuous strip label is used.

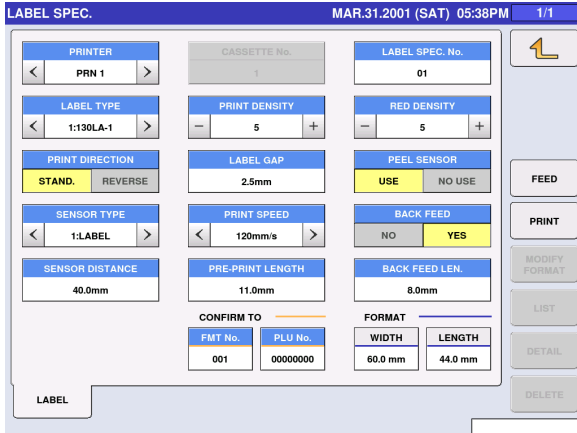
*Example: Enter "165" if the image height is 16.5 mm.*

44. Enter the **GROUP (MAIN)**, then press the **Group (Main)** field. This is the Group number called when the cassette is selected (for main preset keys). Leave at zero (0) to prevent screen changes.
45. Press the **▶** button to move to the next page.
46. Enter the **PAGE (MAIN)**, then and press the **Page (Main)** field. This is the Page number from the Group (Main) called when the cassette is selected. Leave at zero (0) to prevent screen changes.
47. Enter the **GROUP (FUNC)** as needed and press the **Group (Func)** field. This is the Group number called when the cassette is selected (for Function keys). Leave at zero (0) to prevent screen changes.
48. Press the **▶** button to move to the next page.
49. Enter the **PAGE (FUNC)** as needed and press the **Page (Func)** field. This is the Page number from the **Group (Func)** called when the cassette is selected. Leave at zero (0) to prevent screen changes.
50. Enter the **NETWORK No.** as needed and press the **Network No.** field. This is the scale network or department called when the cassette is selected. This allows access to a different set of PLU numbers and other data based on the scale's programming. Leave at zero (0) to prevent network changes.

51. Press  to exit.
52. Press the **SALES** key to return to normal operation mode.

#### 4.2.2 Label Specification

- Press  to enter the menus.
- Press .
- Enter **495344** and press  to access hidden menu steps.
- Press .
- Select **LABEL SPEC.**
- The current label specification settings are displayed.




The screenshot shows the 'LABEL SPEC.' menu with the following settings:

- PRINTER: PRN 1
- CASSETTE No.: 1
- LABEL SPEC. No.: 01
- LABEL TYPE: 1:130LA-1
- PRINT DENSITY: 5
- RED DENSITY: 5
- PRINT DIRECTION: STAND. (selected), REVERSE
- LABEL GAP: 2.5mm
- PEEL SENSOR: USE (selected), NO USE
- SENSOR TYPE: 1:LABEL
- PRINT SPEED: 120mm/s
- BACK FEED: NO (selected), YES
- SENSOR DISTANCE: 40.0mm
- PRE-PRINT LENGTH: 11.0mm
- BACK FEED LEN.: 8.0mm
- CONFIRM TO: FMT No. 001, PLU No. 00000000
- FORMAT: WIDTH 60.0 mm, LENGTH 44.0 mm

Buttons on the right side include: FEED, PRINT, MODIFY FORMAT, LIST, DETAIL, DELETE, and a back arrow icon.

Figure 4-6. Label Specifications (default settings)

7. Press  to exit.
8. Press the **SALES** key to return to Normal Operation mode.



**NOTE:** Under normal circumstances, there is no need to alter the Label Specifications. If changes are required please consult Rice Lake Retail Solutions technical support.






## 4.3 Advertising Messages

This section covers programming Advertising Messages which are shown on the scale's customer side display. Text, images, and video may be included in the messages.



**NOTE:** The images and video linked to the Advertising Messages can be downloaded to the scale using SLP-5 or via USB memory stick.

### 4.3.1 Basic Configuration of Ad Messages

1. Press  to enter the menus.
2. Press .
3. If a password is required the **AD MSG** icon will be shaded. In that case, press , enter the password, then press .
4. Select **AD MSG**.
5. Press the **AD MSG CONTROL** button to configure how Ad Messages are displayed.
  - **START TIMER** – set the time (seconds) to start the Ad Messages after a transaction is complete and the PLU has cleared.
  - **SCREEN SAVER** – set to control the format of the images and videos:
    - **NO** – Advertising text (scrolling or flashing) and images/videos are displayed. The numeric fields for price, weight, etc. remain on the display.
    - **YES** – Images or videos are displayed on the entire screen, there are no text or numeric fields. Videos or images assigned to Ad Message #1 are displayed. If there are multiple images, set the Display Count to the number of images.
6. Create a new Ad Message or select an existing message to edit by one of the following methods:
  - Press the **NEW** button and **EXEC** if there are no messages.
  - Press the white **Numeric Entry** field (lower right), enter an unused number and press  and **EXEC**.
  - Select an existing message, then press the **DETAIL** button.



**NOTE:** Up to 99 Ad Messages can be programmed.

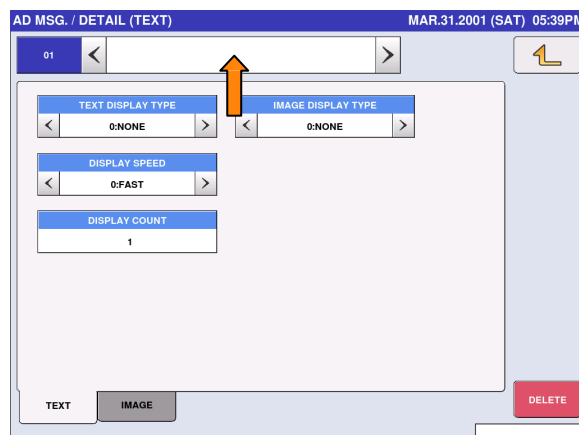



Figure 4-7. Ad. Message Text and Settings

7. Select the text field at the top of the screen to enter the Ad Message text.
8. Enter the message text as needed.
  - Up to 60 characters are available for scrolling messages
  - Up to 22 characters are available for flashing messages
  - If the Screen Saver is set as **Yes**, no text is displayed
9. Press  when finished.
10. Set the **TEXT DISPLAY TYPE**, then press the arrow keys to select.
  - 0:None – do not display any text message (default)
  - 1:Scroll – text message scrolls right to left
  - 2:Flash – text message flashes



**NOTE: If the Text Type Display is set as “None” the Ad Message text will not be displayed. If the Screen Saver is set as “Yes” this setting has no effect.**

11. Set the **DISPLAY SPEED**, then press the arrows to select.
  - 0:Fast – recommended (default, recommended if Screen Saver is set as Yes)
  - 1:Medium – slow
  - 2:Slow – not recommended
  - 4:Time – display the message for a specified time (seconds)
12. Enter the **DISPLAY COUNT / DISPLAY TIME**. Based on the display speed setting, this is either the number of consecutive times or the length of time the message is displayed. Enter the number of images; the text will display long enough for each image to be displayed.  
If the Screen Saver is set as “Yes”, set the value equal to the number of images or videos assigned to the Ad Message.
13. Set the **IMAGE DISPLAY TYPE**, then press the arrows to select:
  - 0:None – do not display any image (default)
  - 1:Scroll – the image remains on the screen. For messages with multiple images, there is no blank screen at the change to the next image. This setting should be used if Screen Saver is set as Yes.
  - 2:Flash – the image or images alternate with a blank screen



**NOTE: If the Image Type Display is set as “None” the Ad Message images will not be displayed.**

14. Select the **IMAGE** tab if images or videos will be linked to the Ad Message, otherwise go to step 17.

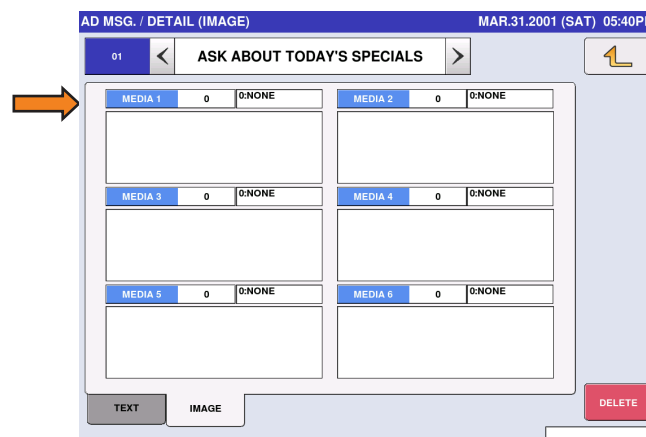




Figure 4-8. AD Message Images

15. Press **MEDIA 1** and scroll through the image/video list.
16. Select the desired media file and press **SET**.
17. Repeat for remaining images to be used. One video or up to six images may be linked to each Ad Message.



**NOTE:** Set the *Display Count/Display Time* high enough to ensure all images/videos are displayed. If the *Screen Saver* is set as *Yes*, set the count equal to the number of media files selected.

18. Press .
19. Repeat Step 5 to Step 18 to add more advertising messages.
20. After all messages have been programmed press  to exit.
21. Press the **SALES** key to return to normal operation mode.

The Advertising Messages begin after exiting a menu or completing a transaction and the scale returns to the standard screen with the message **Check the weight...** The start interval is based on the Start Timer value programmed in the Ad Message Control.



Figure 4-9. Customer Side Advertising Message – Screen Saver Mode




### 4.3.2 Video AD Messages

The Uni-10 can display video Ad Messages on the customer display.

1. Choose a video to use for an advertisement message. The file format must be MP4 and 480p or lower resolution.
2. Save the file to a USB stick.
3. Insert the USB memory stick into either of the two USB ports on the left side of the scale. See [Figure 2-3 on page 12](#).



**NOTE:** Delete all other video and image files from USB to speed up the search process. If a scale backup or firmware is on the USB, the Uni-10 will search through those first and display all images and videos in those folders.

4. Press  to enter the Main menu.
5. Press .
6. Select **AD MSG**.
7. Create a new AD Message or select an existing message to edit:
  - Press the **NEW** button and **EXEC** if there are no messages.
  - Press the white **Numeric Entry** field (lower right), enter an unused number and press  and **EXEC**.
  - Select an existing message, then press the **DETAIL** button.
8. Refer to [Section 4.3.1 on page 36](#) to edit the message as needed.
9. Select the **IMAGE** tab to import the video file and add it to the new video message.

10. Select an available media slot, 1-6.

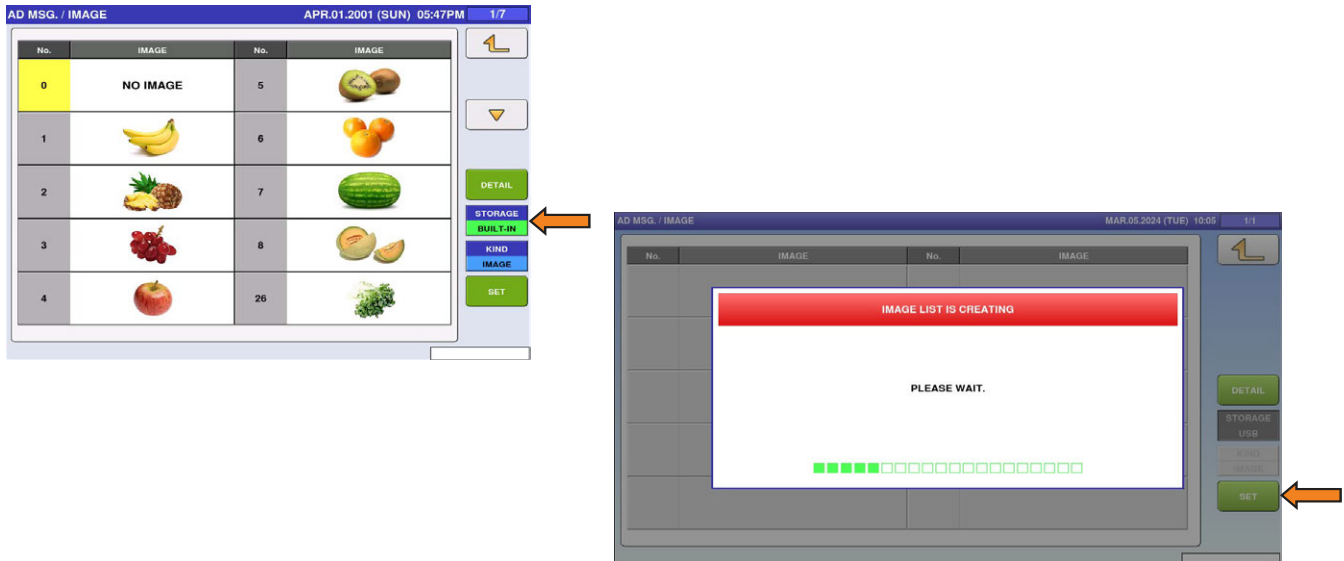


Figure 4-10. AD Message Image List

11. Press **STORAGE** to change it from **BUILT-IN** to **USB**.





12. Wait for Image list to be created.

13. Select the video from the list and press **SET**.

14. Press .

## 4.4 Cassette Switching

The Uni-10 also supports virtual cassettes. This section lists the steps to enable switching from one cassette to another without needing an extra physical cassette.

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **CASSETTE**.

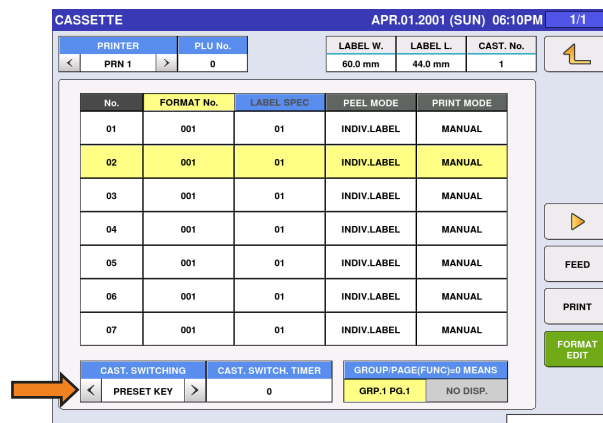




Figure 4-11. Cassette Switching

6. Select **CAST SWITCHING** to change it to **PRESET KEY**.
7. Press  to go back to the menus.
8. Select .
9. Select **PRESET KEY**.
10. Touch **MAIN** to highlight it, then press the **DETAIL** key.
11. Press **KEY** and then **NEW**. Space must be available for a new key to be created.

FUNCTION		APR.01.2001 (SUN) 06:52PM 6/6	
432	LOAD DISPLAY IMG	463	OPEN PRICE
433	GLOBAL SV.	467	COLOR PRINT
435	<b>CAST. SW.</b>	505	MASTER RECEIVE TIME
437	TOP SELLER	521	MSG SEARCH
438	UPDATE TOP SELLER	522	PLU(+No.)
447	PRESET EDIT	523	BACKGROUND
448	IP ADDRESS	524	ADD
449	PLU No.(IMAGE)		
450	1ST 2ND PRINT		
462	REWRAP		

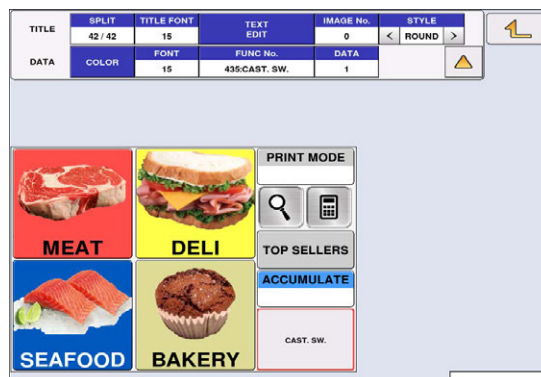



Figure 4-12. Function and Preset Keys



12. Select No. 435 **CAST. SW.** from the list.
13. Press the **EDIT** key.
14. Enter the cassette number associated with the department in the **DATA** field.
15. Press **TEXT EDIT** to change the name of the key to the name of the department.
16. Repeat steps 11 through 15 to add additional cassette keys.
17. Press  twice to exit.
18. Press the **SALES** key to return to normal operation mode.

## 4.5 Top Sellers

Top seller keys update to reflect the top selling PLUs. This provides quick access to the items that are sold the most. Top Seller can be updated automatically by the Scheduler once a day or manually using the Update Top Sellers function key.



**NOTE: DATA STORAGE in the SETUP menu must be set to ADD for the top sellers to work; this includes Daily Total, Weekly Total, Cumulative Total and Time Total.**

1. Press  to enter the menus.
2. Press .
3. Select **PRESET KEY**.
4. Select **MAIN** to highlight it and then press the **DETAIL** key.

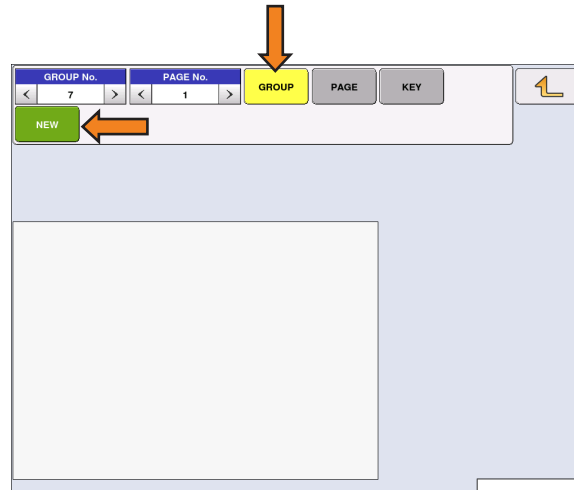


Figure 4-13. Preset Key Edit Page

5. Press the **GROUP** key and then press **NEW**.
6. Press **KEY** and then press **NEW**. Space must be available for a new key to be created.
7. Select No. 437 **TOP SELLER** from the list.


FUNCTION	
432	LOAD DISPLAY IMG
433	GLOBAL SV.
435	CAST. SW.
437	<b>TOP SELLER</b>
438	UPDATE TOP SELLER
447	PRESET EDIT
448	IP ADDRESS
449	PLU No.(IMAGE)
450	1ST 2ND PRINT
462	REWRAP

Figure 4-14. Function Key List

8. Press the **EDIT** key and assign a ranking to **SUBDATA**. A Sub Data value of "1" populates the preset key with the most sold item.

TITLE	SPLIT	TITLE FONT	TEXT EDIT	IMAGE No.	STYLE	
	49 / 49	20		0	<	ROUND
DATA	COLOR	FONT	FUNC No.	DATA	SUB DATA	▲
		15	437:TOP SELLER	0	1	

Figure 4-15. Key Edit





9. Repeat Step 6 to Step 8 until the desired number of top seller presets have been created. Use the COPY and PASTE keys to quickly add keys for the remaining top selling items. Edit the Sub Data value to "2", "3", "4", etc as needed.
10. To update the top seller preset keys manually, create a preset key with function No. 438 **UPDATE TOP SELLER**.
11. Press .

## 4.6 Remote Connection

It is possible to access the Uni-10 remotely with a PC using VNC Viewer. Prepare a PC by downloading the VNC Viewer application. VNC Viewer version 6.19.325 from RealVNC has been tested with the Uni-10.



**NOTE:** VNC+SSH option encrypts all data transmitted between the client and server, protecting sensitive information from potential interception.

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps.
4. Press .
5. Select **Machine No.**
6. Select the **GLOBAL SV** tab.

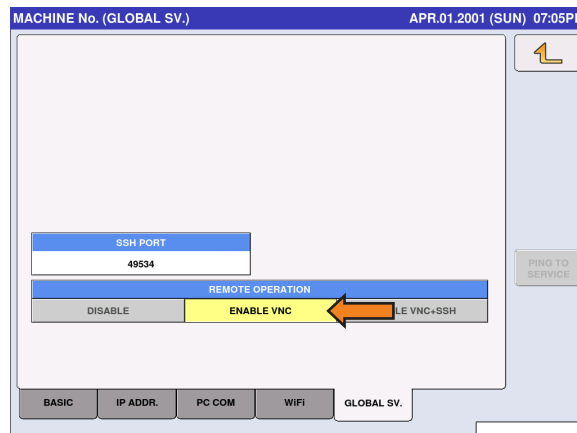



Figure 4-16. Global SV Tab - VNC Service




7. Set **REMOTE OPERATION** as **ENABLE VNC**.
8. Press  to go back to the menus.
9. Run VNC Viewer on the PC and enter the scale's IP address.



**NOTE:** If VNC does not connect, reboot the Uni-10: press the Power Off button on the main menu, press EXEC, and power the scale off using the power switch on top of the scale.

## 4.7 Scheduler

The Scheduler is used to stop and start various operations of the Uni-10 such as Campaigns, Ad Messages and updating Top Sellers.

1. Press  to enter the menus.
2. Press .
3. Select **SCHEDULER**.
4. Press the white **Numeric Entry** field (lower right), enter an unused number and press  and then **EXEC**.

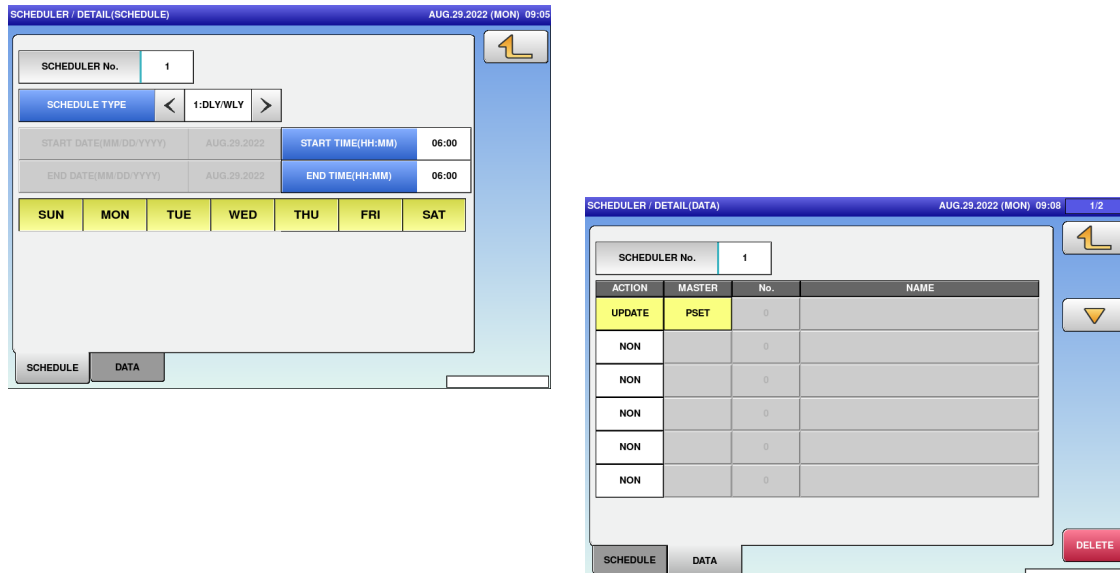


Figure 4-17. Scheduler and Detail Tabs


5. Set the **SCHEDULE TYPE** based on the operation to be controlled.
  - 0:DATE - used for operations that have set start and end dates and times, such as: Campaigns and Top Seller updates
  - 1:DAILY/WEEKLY - used for operations that run at certain times and on certain days such as Ad Messages and Sleep
6. Set the **START/END DATE** and **START/END TIME** for the scheduled operation.



**NOTE: The Dates are shaded out when 1:DAILY/WEEKLY is selected.**


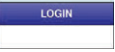


**For Top Sellers update select 1:DAILY/WEEKLY and set the Start Time and End Time as the same time.**

7. Select the days of the week the scheduler is to start when 1:DAILY/WEEKLY is selected.
8. Select the **DATA** tab.
9. Select the box under **ACTION** to set the operation as needed.
  - **NON** - no action
  - **ACTIVATE** - begin the operation specified in the MASTER
  - **SLEEP** - dim the scale's displays
  - **UPDATE** - update the Top Seller presets
  - **CLEAR** - clear accumulated totals
  - **DISTRIBUTION** - send presets from a Master scale to the Satellite scales

10. Select the box under **MASTER** to set the function as needed.
  - **AD MSG.** (Activate) - start the specified Ad Message
  - **CAMPAIGN.** (Activate) - start the specified Campaign
  - **PSET** (Update) - update the Top Sellers
  - **CUMULATIVE TOTALS** (Clear) - clear the Totals
  - **PSET** (Distribution) - send presets from a Master scale to the Satellite scales
11. Select the box under **No.** to set the specific Ad Message or Campaign to start. Select from the displayed list.
12. Press .
13. Repeat steps 4 through 12 to add other scheduled operations.

## 4.8 Barcode

Configure the scale's barcode to the format required by the store's POS system.

1. Press  to enter the menus.
2. Press .
3. Enter **495344** and press  to access hidden menu steps.
4. Press .
5. Select **BARCODE**.

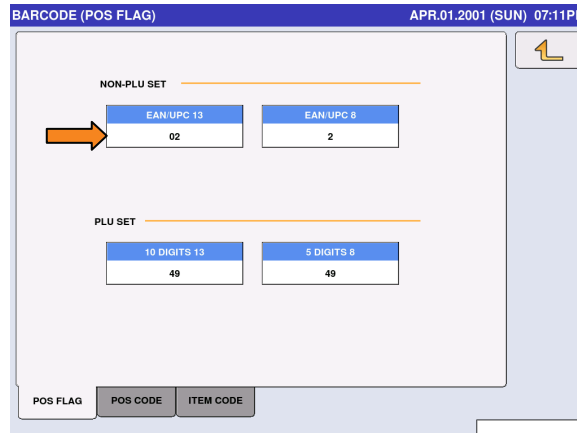


Figure 4-18. POS Flag

6. Set the **EAN/UPC 13** flag as needed. The standard and default value is "02".
7. Press the **POS CODE** tab.

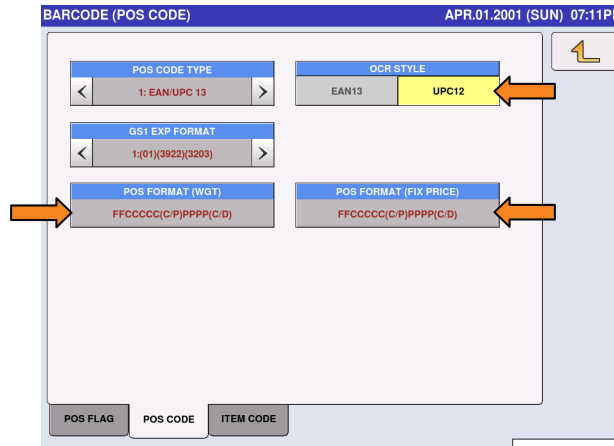


Figure 4-19. POS Code

8. Set the **OCR SYTLE** as needed. This only affects the digits under the barcode and has no effect on scanning.
  - EAN13 - display 13 digits
  - UPC12 - display 12 digits, omitting the leading “0” in the flag (default)
9. Set the **POS FORMATS** as needed.
  - a. Press the **POS FORMAT (WEIGHT)** field and select the appropriate barcode format.
  - b. Press the **POS FORMAT (FIXED PRICE)** field and select the appropriate barcode format.




**NOTE:** The most commonly used barcode formats are:

- 1: FF CCCCC (c/p) PPPP (c/d) – default
- 2: FF CCCCCCC PPPP (c/d) – six-digit code
- 4: FF CCCCC P PPPP (c/d) – five-digit price
- F: FF CCCCC 0 P PPPP (c/d) – fixed zero price check digit

The Weight and Fixed Price formats should be set the same unless instructed by the manager.

If matching an existing barcode format, refer to the Rice Lake technical bulletin for step-by-step instructions to determine the barcode format.

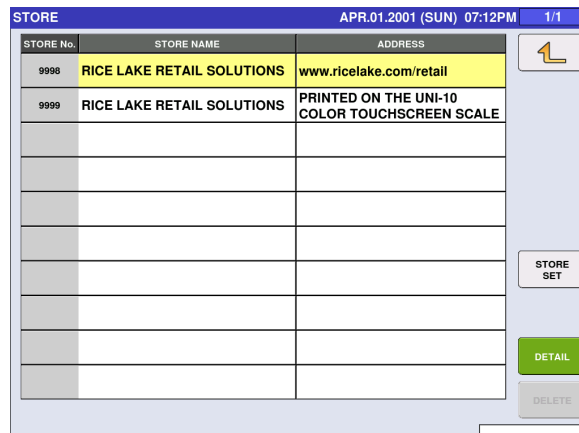
If the required barcode format is not listed, refer to the Rice Lake technical bulletin for instructions to create a custom barcode.

10. Press  to exit.
11. Press the **SALES** key to return to normal operation mode.

## 4.9 Store Name and Address


Configure the Store name and address that prints on the label.

1. Press  to enter the menus.
2. Press .
3. Select **STORE**.



STORE No.	STORE NAME	ADDRESS
9998	RICE LAKE RETAIL SOLUTIONS	www.ricelake.com/retail
9999	RICE LAKE RETAIL SOLUTIONS	PRINTED ON THE UNI-10 COLOR TOUCHSCREEN SCALE

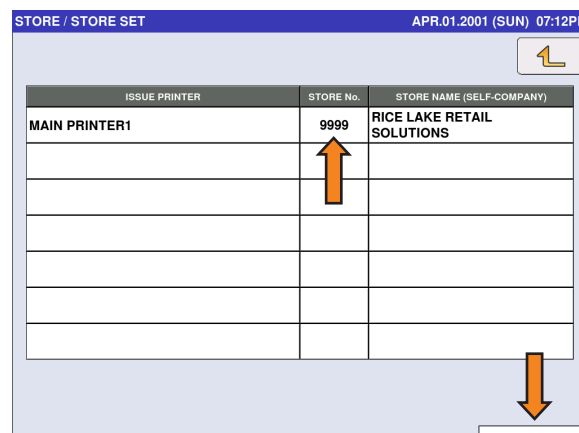
Figure 4-20. Store Name and Address

4. Store 9999 is the default store number. To edit, select store 9999, and press **DETAIL**.
5. If a different store number will be used, press the white **Numeric Entry** field (lower right), enter store number, and press **PLU** and **EXEC**.
6. Press the store name field at the top of the screen.
7. Press **LINE DELETE** to remove any existing text and enter the store name. Press and  **SAVE** to exit.




**NOTE: Do not enter more than one line for either the store name or address.**

8. Press the address field, edit as needed, and save.
9. If a store other than 9999 is used, press **STORE SET** to designate which store number to print on the label.




ISSUE PRINTER	STORE No.	STORE NAME (SELF-COMPANY)
MAIN PRINTER1	9999	RICE LAKE RETAIL SOLUTIONS





Figure 4-21. Store Set

10. If a store other than 9999 is used, press **STORE SET** to designate which store number to print on the label.
11. Press the white **Numeric Entry** field (lower right), enter the store number, press **SET**, and press the current STORE No. on the first line.
12. Press  to exit.
13. Press the **SALES** key to return to normal operation mode.

## 4.10 PLU Comm Setting

The PLU Comm Setting allows specific PLU fields to be blocked when sent from third-party scale management software. This is typically used to block unwanted PLU settings such as barcode format or open price. This is a universal setting that will also block any selected fields from receiving data from ScaleLink Pro 5. Use **PLU Update** to change existing PLU fields to the desired value. Use **PLU Initial Data** to set the default value of blocked fields when new PLUs are downloaded to the scale.

 **NOTE:** If the PLU file is deleted from the scale and reloaded by SLP-5 or third-party scale management software any blocked fields (SELECT = NO) will not be restored. To receive download data from the PC, change the field setting to YES. The PLU field data can also be reprogrammed at the scale or loaded from a USB backup file.

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps.
4. Press .
5. Select **MACHINE No.**
6. Select **PC COM** tab.
7. Press **RECEIVE CONTROL**.

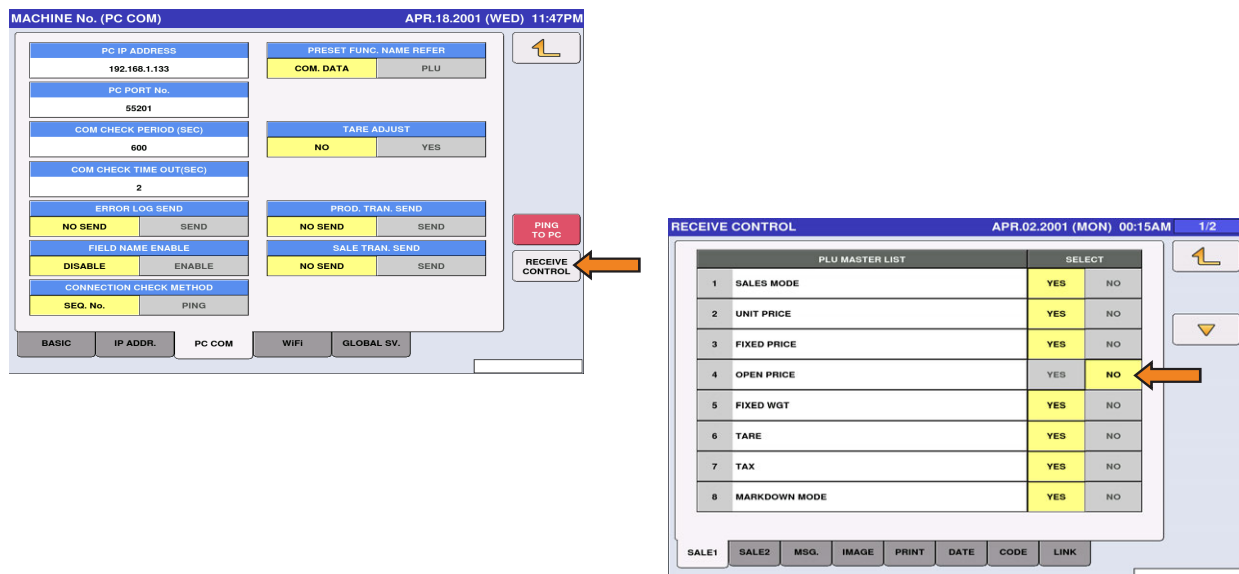








Figure 4-22. PLU Comm Setting - Example: Block the Open Price

8. Set the **SELECT** column as **NO** for any fields to be ignored during download.  
Example: On the first page of the SALE1 tab, set **OPEN PRICE** to **NO** under the **SELECT** column.
9. Press  to exit.
10. Select **PLU INITIAL DATA**.
11. Set the default value to be used for any blocked field when new PLUs are downloaded to the scale.
12. Press  to exit.
13. Press the **SALES** key to return to normal operation mode.

## 4.11 Key Lock

Keylock is used to prevent access to function keys in operation mode unless a password is entered. To configure this feature, first select the keys to be locked and then add a function key to allow unlocking by a password.

1. Press  to enter the menus.
2. Press .
3. Enter the password **495344** and press  to access hidden menu steps.
4. Press .
5. Select **KEY LOCK**.

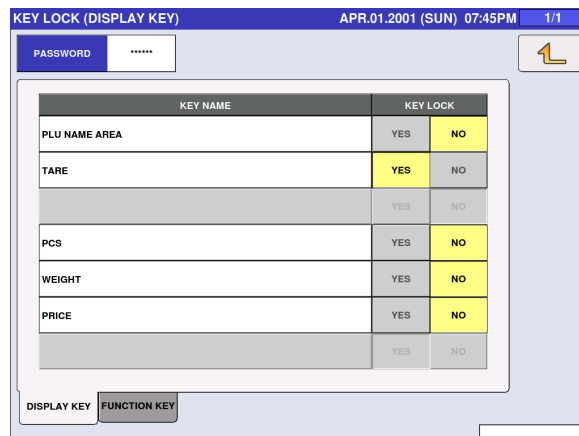



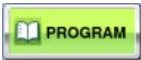


Figure 4-23. Key Lock Setting

6. Set any key to be locked behind a password as **YES**.  
*Example: To lock the Tare function, set "YES" on both the DISPLAY KEY and FUNCTION KEY tabs.*
7. Press the **PASSWORD** button (upper right), enter a six-digit password, then press **SET**.



**NOTE:** To clear the password, enter "000000".

*One password is used to unlock all function keys.*

8. Press  to exit.
9. Press .
10. Select **PRESET KEY**.
11. Select **FUNCTION** and press **DETAIL**.
12. Add key 74: KEY LOCK.
13. Press  to exit and press **EXEC** to save.
14. Press  to exit.
15. Press the **SALES** key to return to normal operation mode.
16. These are the steps to use keylock.
  - a. Call a PLU.
  - b. Press **KEY LOCK**.
  - c. Press the **PASSWORD** button, enter the six-digit password, then press **SET**.
  - d. Press **OK**.
  - e. All locked functions are now available.





**NOTE:** The Key Lock resets when the next PLU is called.

## 4.12 Accumulator



The accumulator allows operators to collect and manage multiple PLUs during transactions. These can be displayed and printed as a consolidated receipt that lists multiple PLUs with their individual pricing and the total price.

Follow the procedure below to add the preset key function #524 "ADD" to the Main and Function key pages:

1. Press  to enter the menus.
2. Press .
3. Select **PRESET KEY**.
4. Select **MAIN** and press **DETAIL**.
5. Add key 524: ADD.



**NOTE:** Common names for ADD function include **MEMORY**, **ACCUMULATE**, **SAVE** and **STORE**.

6. Press  to exit and press EXEC to save.
7. Select **FUNCTION** and press **DETAIL**.
8. Add key 524: ADD.
9. Press  to exit and press EXEC to save.
10. Press the **SALES** key to return to normal operation mode.
11. These are the steps to use keylock.



**NOTE:** If no PLU is added to the accumulator, it will display as "NONE".

- a. Call a PLU.
- b. Press **ADD**.
- c. Call a PLU.
- d. Press **ADD**.
- e. Press the **ADD** function key on the MAIN page.
- f. The ACCUMULATOR function is now being displayed showing both of the PLUs previously added.
- g. Pressing the green **PRINT ACCUM** will print out the receipt label and clear all items in the accumulator.
- h. Pressing the **FEED** key will feed a label.
- i. Pressing the **TOTAL PRINT** key will print the total label.



**NOTE:** On this screen, the unit price, quantity, weight and total price for each item can be modified. Items can be deleted either individually or all at once, with the list accommodating a maximum of 20 PLUs. Additionally, label format No. 98 is used for receipt printing, while label format No. 97 is designated for total printing.

PLU MEMORY						JAN.04.2001 (THU) 08:38AM		1/1
No.	PLU No.	PLU NAME	UNIT PRI	QTY/WGT	TOTAL PRI			
1	00000037	SOURDOUGH BREAD LOAF	3.99	1 PC	3.99			
2	00000014	BLACK FOREST HAM	7.49	1.105 lb	8.28			
3								
4								
5								
6								
7								
8								
9								
10								
TOTAL PRICE					12.27			

Figure 4-24. Accumulation Menu

- For the accumulator receipt label, the header text, footer text, header logo and footer logo can be adjusted in the RECEIPT SETTING page under the TITLE tab located in the SETUP menu.



**NOTE:** The footer text, header logo and footer logo will only be shown if they have been added to label format No. 98. By default, only the Header text field is on the format.

RECEIPT SETTING (TITLE)		JAN.05.2001 (FRI) 07:23AM	
HEADER TEXT	* RECEIPT FOR PURCHASE *		
FOOTER TEXT			
HEADER LOGO	0		
FOOTER LOGO	0		
TITLE	BARCODE	RECEIPT No.	

Figure 4-25. Receipt Setting (Title)

- Barcode configuration for the accumulator receipt label can be adjusted in the RECEIPT SETTING page under the BARCODE tab located in the SETUP menu.

RECEIPT SETTING (BARCODE)		JAN.05.2001 (FRI) 07:23AM	
POS FLAG	02	POS CODE TYPE	1: EAN/UPC 13
RECEIPT CODE	00000000	GS1 EXP FORMAT	1:(01)(3922)(3203)
POS MINUS FLAG	03	POS FORMAT	FFCCCC(C/P)PPPP(C/D)
TITLE	BARCODE	RECEIPT No.	

Figure 4-26. Operation Setting (Print)

14. The accumulation barcode can also be switched to FIRST PLU in the OPERATION SETTINGS menu under the PRINT tab in the SETUP menu.



**NOTE: RECEIPT = accumulator receipt label will use what is specified in the RECEIPT SETTING page under the BARCODE tab located in the SETUP menu.**

**FIRST PLU = the accumulator receipt label will use the initial PLU'S BARCODE THAT WAS ADDED TO THE ACCUMULATOR.**

The screenshot shows the 'OPERATION SETTING (PRINT)' window. At the top, it displays 'JAN.05.2001 (FRI) 07:24AM'. Below the title bar, there are two sections of settings. The first section is 'VARIES PRINT' with 'NO' and 'YES' buttons, where 'YES' is highlighted. The second section is 'ACCUM. BARCODE PRINT', which is highlighted with a red dashed box. It contains 'RECEIPT' and 'FIRST PLU' buttons, with 'RECEIPT' highlighted. At the bottom of the window, there are navigation buttons: 'LOG', 'TALON', 'AUTO PLU', 'SCANNER', and 'PRINT'. A 'PRINT' button is also visible on the right side of the window.

Figure 4-27. Receipt Setting (Barcode)







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