



excelscale™



Operator's Manual v1.2

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Section 1. Introduction

1.1 Intended Use

The excelscale is a 30/70 lb non rate-calculating weigh scale series with an RS-232 port to communicate with the FP Ultimail/Centormail mailing machines via PC port. The Excel scale USB version is intended to use with the FP PostBase mailing machine via USB port.

1.2 Safety Tips

Your excelscale complies with standard safety regulations for office equipment of its type. Before operating your excelscale, read the following tips to assure safe operation.

- After the excelscale has been in weather below 50 degrees Fahrenheit, wait at least two hours before installation.
- If any liquid is spilled onto your excelscale, disconnect the plug from the outlet immediately. Before connecting the scale again, have it checked by your local service representative.
- Repair to your excelscale scale should be conducted by your local service representative. Attempting to repair the scale yourself will void all warranty rights.

Section 2. Installing the excelscale

2.1 Unpacking the excelscale

Your package includes the following parts:

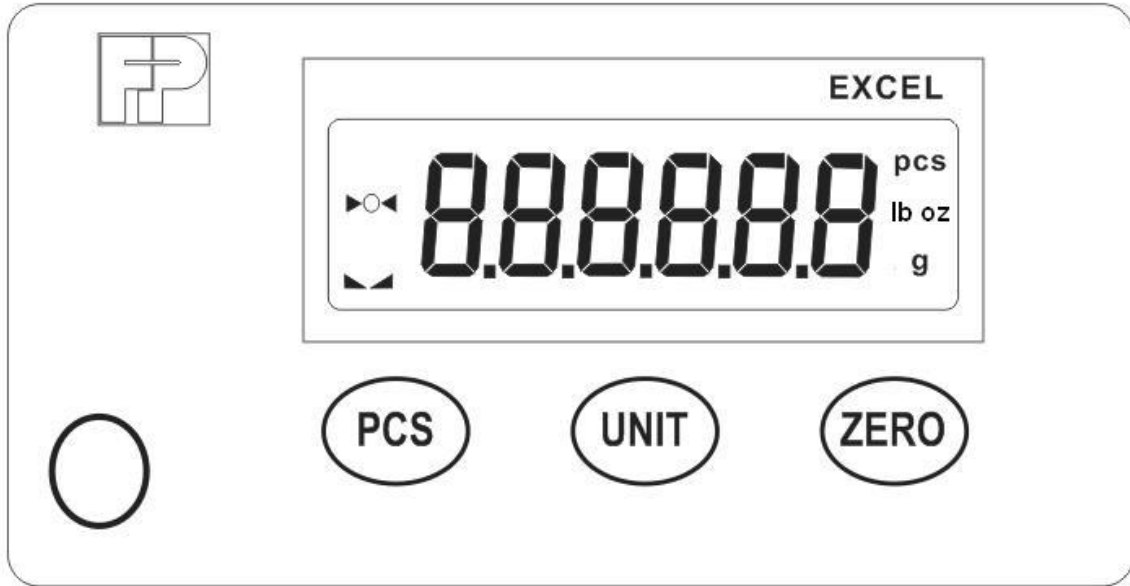
- excelscale scale
- Weighing tray
- Operator's Manual
- AC Adaptor
- Interface cables (2) (regular version)
- USB Interface cable (USB version)

2.2 Setting up the excelscale

1. Choose a place to keep your scale. It should be on a flat, horizontal surface.
2. Remove the transit protection screw located at the bottom of the scale (see enclosed instructions).
3. Remove the weighing tray from the packing material.
4. Place the weighing tray on top of the scale.
5. Connect the AC Adaptor to the back of the scale.
6. To turn on the excelscale, simply press the switch underneath the scale to the On ("1") position. The display will show a series of numbers that represent the scale's model and version number.

When the excelscale is ready for use, the display will read "0. 0.0". The excelscale automatically resets every time you turn it on.

Section 3. excelscale Keyboard



Annunciator definitions

LCD Annunciator	MEANING
→0←	Better known as the “Center of Zero” annunciator, this light is active whenever the displayed weight is within ± 0.25 divisions of true zero.
lb oz, g	Indicates the unit of the displayed weight.
pcs	Indicates that the scale is in pieces mode.
▲▼	This light is on whenever the scale is stable.

Keyboard definitions:

Unit – This key toggles the scale between lb oz (pounds ounces) and g (grams) units of measure.

Zero - This key sets the scale to display zero provided the scale is not in motion or in overload.

Pcs - This key is used to place the scale into sample mode for the pieces feature.

Section 4. Postage Meter Interface

Your excelscale can be connected to the approved FP mailing machines for automatic weight setting. When the two machines are connected, weight readings are automatically transferred to the FP mailing machines for fast mail processing.

4.1 Connecting the excelscale to a FP Postage Meters.

Your excelscale was delivered with up to two interface cables, depending on the scale version.

Regular version includes two cables. Cable are used to connect the FP approved meters (Ultimail/Centormail) via PC Port. Both cables allow connection between both machines through the RS-232 serial interface ports. (Always disconnect power to both machines before attempting to connect or disconnect the interface cable. Never manipulate the interface cable when either machine is on.

USB version of the scale include one USB cable. The cable is used to connect the FP PostBase to the PC USB port.

4.2 Using the Interface Feature

1. After the interface cable is securely connected, turn on the scale and the postage meter.
2. Place mail onto the excelscale weighing tray.
3. The postage meter will beep when it accepts the weight reading.
4. The rating function of the postage meter can now be used.

Section 5. Special Functions

5.1 Unit

To toggle the displayed unit of weight between lb oz and grams, press the “UNIT” key.

5.2 Zero

To reset the excelscale’s displayed weight to “0. 0.0” at any time, press the “ZERO” key. This feature can be used if your scale displays a weight while the weighing tray is empty, or if you want the excelscale to ignore the weight of an item on the weighing tray.

5.3 Count

This mode is used to indicate the number of pieces of an item you have placed on the scale’s platform and is accessed by pressing the “PCS” key. To ensure accuracy, the parts you are counting must be consistent in weight.

The scale uses the sampling method to determine the average piece weight (APW) of the items you wish to count. When sampling items, always count the parts in your hand and place them on the platform all at once. If the APW of the items is too light or the total weight of the sample is too light, accuracy cannot be guaranteed.

1. If the items you will be counting require a container, then you must first tare off the weight of the empty container by placing it onto the weighing tray and pressing the “ZERO” key.
2. Press the PCS key once: “5 0” is indicated on the display. If the screen does not show “5 0”, then press the ZERO key once. The scale is prompting you to place five identical items on the platform.

NOTE: If you wish to change the sample number, simply press the PCS key repeatedly until the desired sample number appears. Available choices are 5, 10, 25, 50 and 100.

3. Place the sample items on the platform all at once and allow the weight indication to stabilize. If the sample weight is large enough, the zero indicated after the sample number will change to a “-“. For example, “5 -“. If not, the scale will automatically increment the sample size.
4. Press the PCS key to take the sample. If the sample size is large enough, the scale now displays the number of pieces on the platform and the “PCS” annunciator is lit.

NOTE: If the scale continues to display “0” even after sampling 100 pieces, the unit weight of the items you wish to count is too light for your scale to process accurately.

5. To exit the piece count mode, press the “UNIT” key.

NOTE: The APW will NOT remain in scale memory when you exit piece counting mode.

Section 6. Troubleshooting

Problem

Possible causes and solutions

Display is blank

No power:

-Check to make sure excelscale is plugged in and the switch is in the on position.

Weighing tray is empty, but displayed weight is not zero.

Scale did not automatically reset:

-Press the “ZERO” key to reset displayed weight.

Display shows the message
“- - - - -”.

Weight is below zero.

-Press the “ZERO” key to reset displayed weight.

“o o o o o” appears in display.

Scale capacity exceeded:

-The weight of the item on the scale exceeds the excelscale’s weighing capacity of 10, 30 or 70 pounds.

Scale is not reacting properly to keypad selections.

Scale is not at correct operating temperature:

-Allow scale to reach normal room temperature (around 70 degrees F.) before operating.

Section 7. Cleaning the excelscale

If you choose to clean your scale, never allow liquid to get inside the housing. Clean only the outside of the scale using a damp cloth. Diluted dishwashing liquid will do the best job.

Section 8. Technical Specifications

Capacity	<u>excelscale 30</u> : 0-4 lb x 0.1 oz, 4-30 lb x 0.5 oz <u>excelscale 70</u> : 0-4 lb x 0.1 oz, 4-70 lb x 0.5 oz
Accuracy	+/- 0.05% of applied weight
Operating Temperature	41° F to 104° F
Humidity	15 to 85%, non-condensing
Power Supply	Input: 120V AC, 60 Hz. Output 9 VDC, 200 mA
Interface	RS-232 port, D-SUB 9 Male

FCC Warning: This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instruction manual, may cause interference to radio communication. It has been tested and found to comply with the limit for Class "A" computing devices pursuant to Subpart J of part 15 of FCC rules, which are designed to provide reasonable protection against such interference when operated in a commercial environment.

Section 9. Service

Every excelscale scale is checked thoroughly before leaving the factory. Should any faults occur in spite of our extensive quality control, please contact your local servicing dealer listed below, or call (800) 341-6052 for a dealer near you.

FP Authorized Dealer

FP Mailing Solutions
(Francotyp-Postalia, Inc.)
140 N. Mitchell Ct., Suite 200
800.341.6052
www.fp-usa.com

M56



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