



## I CONN Operator Manual

The console is configured by making entries, or changing entries in three different menus. The menus have different levels of protection; the more heavily protected menus contain the more sensitive entries.

At a minimum, to operate the system, you must set prices for the products, and assign products to each pump. To do this, you will need to refer to section 3, Secure Manager Menu.

- 1) Operator Menu (Press MENU with key in ON position)
  - View Sales Totals (Cash and Credit)/Clear Sales Totals
    - Cash Total Displayed
    - Credit Total Displayed
    - Clear Sales Totals
    - Print Pump Report
  - Adjust Screen Contrast
  - Adjust Screen Backlight level
  - Display the current console date and time.
  - Set the Clock to display and print in either 12 hour or 24 hour format.

This is the lowest, least protected menu. It contains functions for use by the day to day operator.

### How to view and clear the sales totals

-From the Power-up, Idle Screen, with the keyswitch in the ON position, Press the MENU key.

You will see: OPERATOR MENU  
VIEW SALES TOTALS

-Press ENTER. You will see:

VIEW TOTALS MENU  
Cash Tot.:\$xxxxxx.xx where \$xxxxxx.xx is the total for Cash Sales

-Press Down once. You will see:

VIEW TOTALS MENU  
Cred Tot.:\$xxxxxx.xx where \$xxxxxx.xx is the total for Credit Sales

-Press Down once more. You will see:

VIEW TOTALS MENU  
CLEAR SALES TOTALS

-Press ENTER. You will see:

CLEAR to confirm  
Any other key cancel

-Press the CLEAR key to clear both the Cash and Credit totals. Press any other key to leave without clearing the totals.

### How to print head totals.

-From the Power-up, Idle Screen, with the keyswitch in the ON position, Press the MENU key.

You will see: OPERATOR MENU  
VIEW SALES TOTALS

-Press ENTER. You will see:  
VIEW TOTALS MENU  
Cash Tot.:\$xxxxxx.xx     where \$xxxxxx.xx is the total for Cash Sales

-Press the Down Arrow Key until you see:  
VIEW TOTALS MENU  
Print Pump Report

-Press ENTER. You will see:  
VIEW TOTALS MENU  
Printing Report...

-When the system has finished printing the report you will see:  
VIEW TOTALS MENU  
Pump Report Done

-Press the CLEAR or Right Arrow keys to return to higher menus.

### **How to Adjust Screen Contrast**

-From the Power-up, Idle Screen, with the keyswitch in the ON position, press the MENU button.  
You will see: OPERATOR MENU  
VIEW SALES TOTALS

-Press Down Arrow once. You will see:  
OPERATOR MENU  
ENTER – ADJUST CONT.

-Press ENTER. You will see:  
Adjust Contrast  
Use UP/DOWN keys

-Use the Up and Down Arrow keys to increase and decrease respectively, the display contrast.

-When done, use CLEAR or Right Arrow to return to the Operator Menu.

### **How to Adjust Screen Backlight**

-From the Power-up, Idle Screen, with the keyswitch in the ON position, press the MENU button.  
You will see: OPERATOR MENU  
VIEW SALES TOTALS

-Press Down Arrow Key twice. You will see:  
OPERATOR MENU  
ENTER – ADJUST BACK.

-Press ENTER. You will see:  
Adjust Backlight  
Use UP/DOWN keys



- Use the Up and Down Arrow keys to increase and decrease respectively, the backlight intensity.
- When done, use CLEAR or Right Arrow to return to the Operator Menu.

**How to Display Current Console Date and Time**

- From the Power-up, Idle Screen, with the keyswitch in the ON position, press the MENU button.  
You will see: OPERATOR MENU  
VIEW SALES TOTALS
- Press Down Arrow Key three times. You will see:  
OPERATOR MENU  
DISPLAY DATE/TIME
- Press ENTER. You will see the date on the top line, and the time on the second line.
- Use CLEAR or Right Arrow to return to the Operator Menu.

**How to Set the Clock for 12 or 24 hour format**

- From the Power-up, Idle Screen, with the keyswitch in the ON position, Press the MENU key.  
You will see: OPERATOR MENU  
VIEW SALES TOTALS
- Press the Down Arrow Key four times.  
You will see: OPERATOR MENU  
ENTER – 12/24 CLOCK
- Press ENTER.  
You will see: OPERATOR MENU:  
24 Hour Clock (This is the default, it may be different).
- Use the Up, Down, Left and Right arrow keys to change between 12 and 24 hour modes. Press ENTER or CLEAR to exit this menu item.

2) Manager Menu (Press MENU, requires key in MANAGER position)

- Enter Password (to reach Secure Manager Menu)
- Edit Ticket Text
- Enable/Disable Dollar Preset Mode
- Set dollar Slowdown Amount
- Enable/Disable Volume Preset Mode
- Set volume Slowdown Amount



3) Secure Manager Menu (Same as Manager Menu and you need the Manager Password).

- Change Manager Password
- Pump Setup Menu
  - Set Pump Products
  - Set Product Prices
  - Set Pump ID
  - Edit Product Names
- Set Console Date
- Set Console Time
- Reset System

### **How to Set Date**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: **MANAGER MENU**  
**ENTER PASSWORD**

-Enter the Manager Password (The default is 12345) and press ENTER

You will see: **SECURE MANAGER MENU**  
**CHANGE PASSWORD**

-Press the Down Arrow Key until you see:

**SECURE MANAGER MENU**  
**SET SYSTEM DATE**

-Press ENTER. You will see:

**Set System Date**  
**Jan./01/2001** (Note: This is the default date, yours may be different).

-The underline cursor will be beneath the Month.

Use the Left and Right Arrow Keys to move between the Month, Day and Year.

Use the Up and Down Arrow Keys to increment and decrement the Month, Day or Year settings.

-Press either CLEAR or ENTER to leave this function.

CLEAR abandons the new setting and keeps the old one.

ENTER keeps the new setting and overwrites the old one.

### **How to Set Time**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: **MANAGER MENU**  
**ENTER PASSWORD**

-Enter the Manager Password (The default is 12345) and press ENTER

You will see: **SECURE MANAGER MENU**  
**CHANGE PASSWORD**

-Press the Down Arrow Key until you see:

**SECURE MANAGER MENU**  
**SET SYSTEM TIME**



-Press ENTER. You will see:

Set System Time

01:30:00 PM (Note: This is the default time, yours may be different).

-The underline cursor will be beneath the Hour.

Use the Left and Right Arrow Keys to move between the Hour, Minute and Second.

Use the Up and Down Arrow Keys to increment and decrement the Hour, Minute or Second settings.

-Press either CLEAR or ENTER to leave this function.

CLEAR abandons the new setting and keeps the old one.

ENTER keeps the new setting and overwrites the old one.

### **How to Set Fuel Prices and tank assignments for the Pumps**

Setting the Pump Prices has three components.

- 1) Set a price on any fuel product that a pump is going to use.
- 2) Assigning a tank to the product (optional, only if using submersible pumps).
- 3) Set a product for each pump that you have.

How to set a price and tank assignment on a fuel product

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: **MANAGER MENU**  
**ENTER PASSWORD**

-Enter the Manager Password (The default is 12345) and press ENTER

You will see: **SECURE MANAGER MENU**  
**CHANGE PASSWORD**

-Press the Down Arrow Key until you see:

**SECURE MANAGER MENU**  
**PUMP SETUP**

-Press ENTER. You will see:

**Pump Setup Menu**  
**Set Pump Products**

-Press the Down Arrow Key once. You will see:

**Pump Setup Menu**  
**Set Product Prices**

-Press ENTER. You will see:

**Regular**

-- \$0.000 (Note: This is the default price, no tank. Another price may have been set).

Use the Up and Down Arrow keys to move between the various products (Regular, Mid-grade, Etc.).

Use the Left Arrow (MENU) key to increment the tank number (1 to 4).

For any product, enter a new price using the numeric, decimal pt. and Left Arrow keys.

(Note: When entering a price the Left Arrow key functions as a backspace key).



-Press ENTER or CLEAR to finish setting the price (the price remains displayed in either case).  
CLEAR abandons the new setting and keeps the old one.  
ENTER keeps the new setting and overwrites the old one.

-From this point you can use the Up and Down Arrow keys to choose another product.  
Or press the Right Arrow Key to leave this function.

### **How to set a Pump for a particular Product**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD

-Enter the Manager Password (The default is 12345) and press ENTER

You will see: SECURE MANAGER MENU  
CHANGE PASSWORD

-Press the Down Arrow Key until you see:

SECURE MANAGER MENU  
PUMP SETUP

-Press ENTER. You will see:

Pump Setup Menu  
Set Pump Products

-Press ENTER once more. You will see:

Select a pump.

-Select a pump with the pump keys along the top of the keyboard.

The console will display the selected pump, its current product (or Offline if the pump is missing), and SELF or FULL for self serve or Full service.

-Use the Up and Down Arrow keys to select the product you wish to assign to that pump as shown on the top line of the display.

-Use the Left arrow key to toggle between SELF and FULL.

-Press ENTER to set the pump's product to what is shown on the top line.

-Press CLEAR or the Right Arrow Key to finish setting the products.

CLEAR abandons the new setting and keeps the old one.  
Right Arrow keeps the new setting and overwrites the old one.

-From this point you can choose other pumps and products.

### **How to set Pump IDs (for non-Micon 500 pumps)**

#### **Manually setting Pump ID's**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD



-Enter the Manager Password (The default is 12345) and press ENTER  
You will see: SECURE MANAGER MENU  
CHANGE PASSWORD

-Press the Down Arrow Key until you see:  
SECURE MANAGER MENU  
PUMP SETUP

-Press ENTER. You will see:  
Pump Setup Menu  
Set Pump Products

-Press the Down Arrow Key until you see:  
Pump Setup Menu  
Set Pump ID

-Press ENTER once more. You will see:  
Pump Position:

-Use the pump select keys along the top of the keyboard to select the MCIU board position (1 to 16) that connects to the pump you want to set the ID on. The number of the position will appear on the top line of the display.

-Use the numeric keys to enter the ID you wish to set. This will appear on the second line of the display.

-Press ENTER to set the pump's ID to that number. Or press CLEAR to abandon the change.

-From this point you can choose other pump positions and set IDs for them.

-Press CLEAR or the Right Arrow Key to finish setting the products. This also re-enables all pump positions.

### **Automatically setting Pump ID's**

The pump ID's can also be generated automatically as follows.

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.  
You will see: MANAGER MENU  
ENTER PASSWORD

-Enter the Manager Password (The default is 12345) and press ENTER  
You will see: SECURE MANAGER MENU  
CHANGE PASSWORD

-Press the Down Arrow Key until you see:  
SECURE MANAGER MENU  
PUMP SETUP

-Press ENTER. You will see:  
Pump Setup Menu  
Set Pump Products



-Press the Down Arrow Key until you see:  
Pump Setup Menu  
Set Pump ID

-Press ENTER once more. You will see:  
Pump Position:

-Press the PREPAY key. The console will auto-ID all pumps. You will see:  
XX Auto-IDing Pumps

-where XX is the pump position currently being ID'd. XX will automatically step through all pump positions from 1 to 16. Each Pump ID will be set to its position. That is, the pump connected to position 1 will have an ID of 1, and so on .

-when Auto-IDing is complete, the display will show:  
Pump Positions:

-Press CLEAR or the Right Arrow Key to exit this menu.

### **How to edit product names**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.  
You will see: MANAGER MENU  
ENTER PASSWORD

-Enter the Manager Password (The default is 12345) and press ENTER  
You will see: SECURE MANAGER MENU  
CHANGE PASSWORD

-Press the Down Arrow Key until you see:  
SECURE MANAGER MENU  
PUMP SETUP

-Press ENTER. You will see:  
Pump Setup Menu  
Set Pump Products

-Press the Down Arrow Key until you see:  
Pump Setup Menu  
Edit Product Names

-Press ENTER once more. You will see:  
Edit product:  
Regular (for example, it may have been changed)

-Use the UP and DOWN arrow keys to select the product you want to rename. The product type will appear on the second line. Press ENTER for the product you want to change. You will see:

Editing:  
Regular (for example, note the underline cursor)





-Use the LEFT and RIGHT arrow keys to move the underline cursor to the letter you wish to change. Use the STOP key at any time to abandon any changes you have made, and return to the previous name.

-Use the Numeric keys to enter the text, according to the letter entry table. Pressing CLEAR will blank the screen.

-Press ENTER to save the new product name. Or press STOP to abandon the change.

-From this point you can choose other product name, or use the RIGHT arrow key to return to the menu.

### **How to edit ticket headers, trailer and GST number**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD

-Press the DOWN Arrow Key.

You will see: MANAGER MENU  
EDIT TICKET TEXT

-Press ENTER.

You will see: Edit Header:  
Company Name Here (This is the default, it may be different).

-Use the Up and Down arrow keys to select the particular text string that you want to change. The type of string appears on the first line (Header, Trailer or GST Number). Press ENTER for the product you want to change. You will see:

Editing:

Company Name Here (for example, note the underline cursor)

-Use the Left and Right arrow keys to move the underline cursor to the letter you wish to change. Use the STOP key at any time to abandon any changes you have made, and return to the previous name.

-Use the Numeric keys to enter the text, according to the letter entry table.

-Press ENTER to save the new product name. Or press STOP to abandon the change.

-From this point you can choose other ticket string, or use the RIGHT arrow key to return to the menu.



**How to enter text using the numeric keys**

-When editing the names of products or the text strings that appear on the tickets, you need to use the ten numeric keys for all 26 letters, numbers and punctuation. Here is the table of letters for each key:

Key: Letters Generated on Successive Presses:

0	a	b	c	0
1	d	f	g	1
2	e	j	k	2
3	h	l	m	3
4	i	p	q	4
5	n	u	v	5
6	o	w	x	6
7	r	y	.(period)	7
8	s	z	,(comma)	8
9	t	(space)	-(hyphen)	9

-Pressing any key once produces the first letter for that key. Pressing the same key again, repeatedly, causes the letter to cycle through the four letters for that key.

-To move on to the next character in the string you are editing, do one of three things:

- Press a different key
- Press the Right arrow key or
- Wait about two seconds.

-Doing any of these three things moves the cursor one space to the right. If you used the first option, it will also place the first letter from the table at the new space.

-The letters in the table are all lower case, and appear that way on the screen. To get capital letters, just place the cursor on the letter and press either the Up or Down keys to change it from lower to upper case, or from upper to lower.

**How to enable and disable PRESET mode**

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD

-Press the Down Arrow Key twice.

You will see: MANAGER MENU  
PRESET MODE - ENTER

-Press ENTER.

You will see: MANAGER MENU:  
Disabled (This is the default, it may be different).

-Use the Up, Down, Left and Right arrow keys to change between Enabled and Disabled. Press ENTER or CLEAR to exit this menu item.



### How to set the Dollar Slowdown Amount

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD

-Press the Down Arrow Key three times (note: you must have enabled Preset Mode above).

You will see: MANAGER MENU  
SLOWDOWN AMOUNT SET

-Press ENTER.

You will see: Slowdown Amount:  
\$0.50 (This is the default, it may be different).

-Enter a new slowdown amount up to \$0.99 using the numeric, decimal pt. and Left Arrow keys.

(Note: When entering a slowdown amount the Left Arrow key functions as a backspace key).

-Press ENTER to save the new setting and exit. Press CLEAR once to return to the default setting. Press it a second time to exit the menu item.

### How to reset the system

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD

-Enter the Manager Password (The default is 12345) and press ENTER

You will see: SECURE MANAGER MENU  
CHANGE PASSWORD

-Press the Down Arrow Key until you see:

SECURE MANAGER MENU  
RESET SYSTEM

-Press ENTER. Now turn the system off, and then on. Or, press the RESET button on the main board. The system will restart with the default values.

**(Caution:** There is no way to reverse this and recover the previous values).

### How to Change the Manager's Password

-From the Power-up, Idle Screen, with the keyswitch in the MANAGER position, Press the MENU key.

You will see: MANAGER MENU  
ENTER PASSWORD

-Enter the Manager Password (The default is 12345) and press ENTER

You will see: SECURE MANAGER MENU  
CHANGE PASSWORD

-Press ENTER. You will see:

SECURE MANAGER MENU  
NEW PASSWORD:



-Enter the new password using the numeric keys only. Use the Left Arrow key as a backspace key to correct mistakes.

-Press ENTER when done. This takes you back to the Secure Manager Menu prompt.

## Sales Operation.

A sale begins when a customer lifts the handle of a pump. When this happens, the console displays a rapidly blinking red light at the corresponding pump key and beeps once. This indicates that the pump is requesting approval for the sale.

-Select that pump by pressing the corresponding pump key (the pump may already be selected from a previous operation). You will see:

X (Where X is the number of the pump selected)

### APPROVAL REQUEST

-Press the APPROVE key. You will see:

### X AUTHORIZING

Once the pump finishes resetting (two to three seconds) you will see:

### X 000.000L @ z.zzz

NO FLOW \$0000.00

Where z.zzz is the fuel price for the selected pump.

This indicates that the pump is authorized and waiting for fuel to begin pumping.

Once fuel begins flowing, the display will show:

### X xxx.xxxL @ z.zzz

DISPENSING \$yyyy.yy and the red light will blink at a slower rate

Where xxx.xxx and yyyy.yy represent the current volume and value of the sale.

When the customer shuts off the handle and returns the hose the display shows:

### X xxx.xxxL @z.zzz

COLLECT \$yyyy.yy and there is a solid green light on at the pump key.

-There are two ways to close the sale, depending on whether or not you want a receipt printed.

To close the sale without a receipt, press ENTER, then CASH or CREDIT.

To close the sale, but have a receipt printed, press RECEIPT, then CASH or CREDIT.



### **Handling a Stacked Sale**

A stacked sale is any sale that has not been closed (i.e. CASH or CREDIT), before a new sale has begun.

If a new sale begins before the previous sale has been closed, then the red light for the pump will flash rapidly and the console will beep. The green light remains on to indicate the outstanding sale. The new sale can be approved as outlined above, and the same display screens will show the progress of the new sale.

Once the new sale has been approved then the stacked sale can be accessed, and closed, by pressing the LAST SALE key. This will display the sale details, and it can be closed in the usual way. Unless you press the LAST SALE key, the console will always display details for the most recent (or current) sale.

Should the second sale finish (i.e. the customer has shut off the handle switch) before the first, or stacked sale has been closed, then the green light will blink slowly to indicate that two sales are outstanding for this pump. The display will show details of the most recent sale. Press LAST SALE to see the earlier one.

### **Handling a Previous Sale**

A previous sale is a sale that has been closed. The console stores the most recent 4 sales for each pump. You access it using the LAST SALE key.

If the pump has a stacked sale, pressing LAST SALE displays it. Press LAST SALE again to display the previous sale for the pump.

If the pump has no stacked sale, press LAST SALE to cycle through the most recent 4 sales stored for the pump.

