

MARUZEN®

ELECTRONIC TIME RECORDER

Model ATR-501/701

INSTRUCTION MANUAL



MARUZEN CO.,LTD.

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Easy Data Input

You can easily program much data by only 3 keys.

Correct Print on Card

Printing is made by Dot-Matrix printer.

The machine automatically pulls in the card and serves it out after printing. If the card is inserted on the wrong side, or the card is moved inside the cardpocket, the buzzer would notify you for reinserting the card appropriately.

Convenient Marking

Automatic Mark "▼" for tardy attendance/early leaving.

Manual Mark "◆" for early attendance/overtime/holiday attendance.

Payroll System

Monthly/Weekly/Bi-Weekly Payroll System available.

Hour Time Print

1/10, 1/100 Hour Time Print is available instead of usual 1/60 Hour Time (0-59).

Signal

Signal with Weekly Program available up to 20 times.

Summer Time

Summer Time can be set.

Full Power Reserve

24 hour whole function during power failure available as option.

ACCESSORIES

Instruction Manual1 copy	Wall Mounting Screw3 pcs.
Key2 pcs.	Spacer3 pcs.



Cautions for handling Recorder

When unpacking

Please take off the styrofoam which fastens the Cassette Ribbon before inserting the AC plug into the receptacle.

Installation environment

Please mount the Recorder on the steady place or on the wall firmly and avoid the following places.



Where such machines as copy machine, fax machine that include large motors are used nearby.

Usage/Care

- * Please pay attention not to inflict vibration or shock on the Recorder.
- * Please use the Card for Model ATR-501/701. Please avoid using bent, torn, stained card.
- * Please do not force the Card into the Cardpocket. Do not pull the Card during printing.
- * Please do not insert Time Card upside down into the machine to avoid printing on the wrong column.
- * When the Recorder is not used, close Cardpocket Cover.
- * For cleaning the Recorder, please wipe with dried soft cloth.
- * Please do not wipe using benzine, thinner, etc.
- * When programming is made, please do not load on the preset cover to avoid breakage.

Service/Trouble

In case an error sign (Err) appears on LCD display, please reset as per page 28. For other trouble phenomena, please check the contents on page 28 "Before consulting Serviceman". If unsettled, please contact our sales agent for service, where you bought the Recorder.

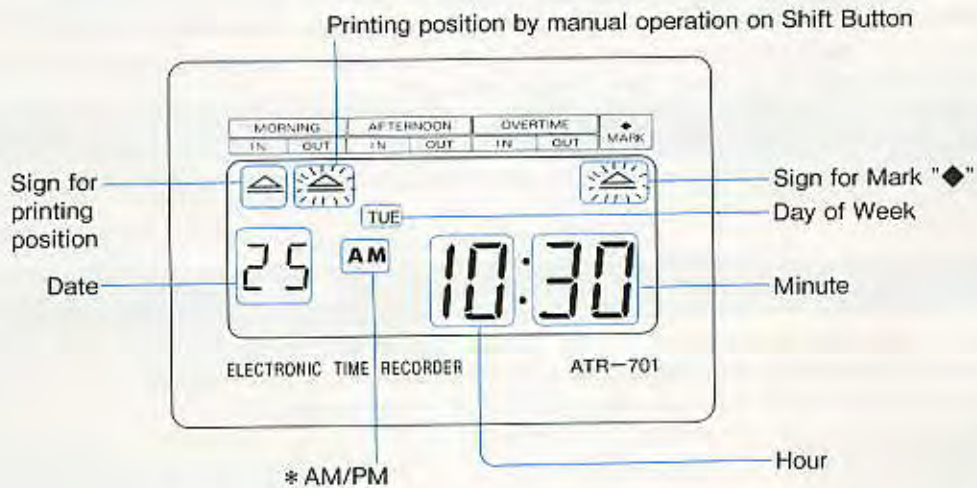


Name of Parts

Name of Exterior of Recorder



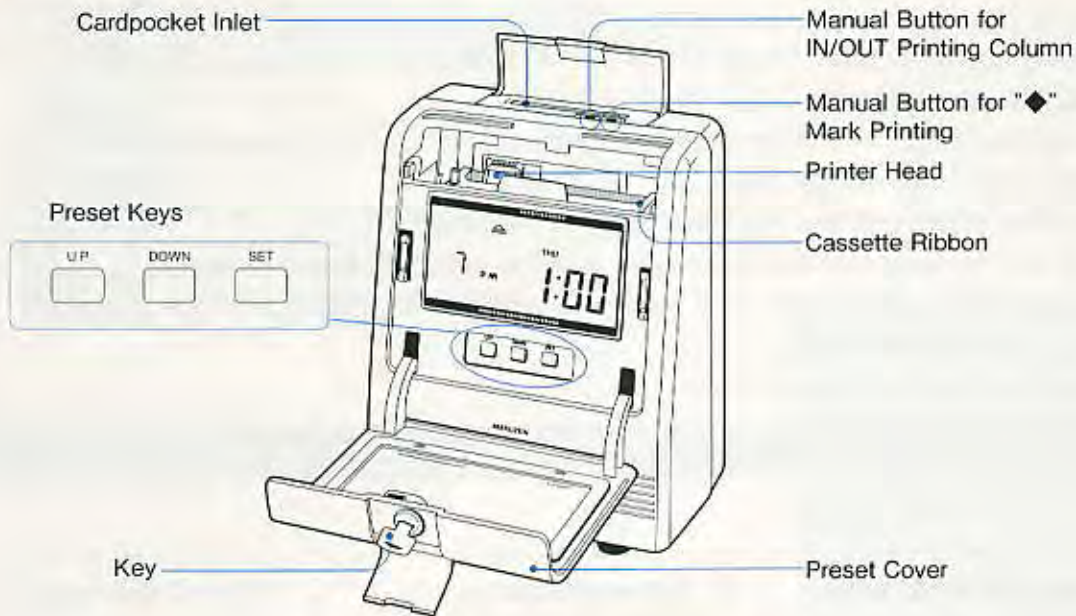
Display in Running Mode



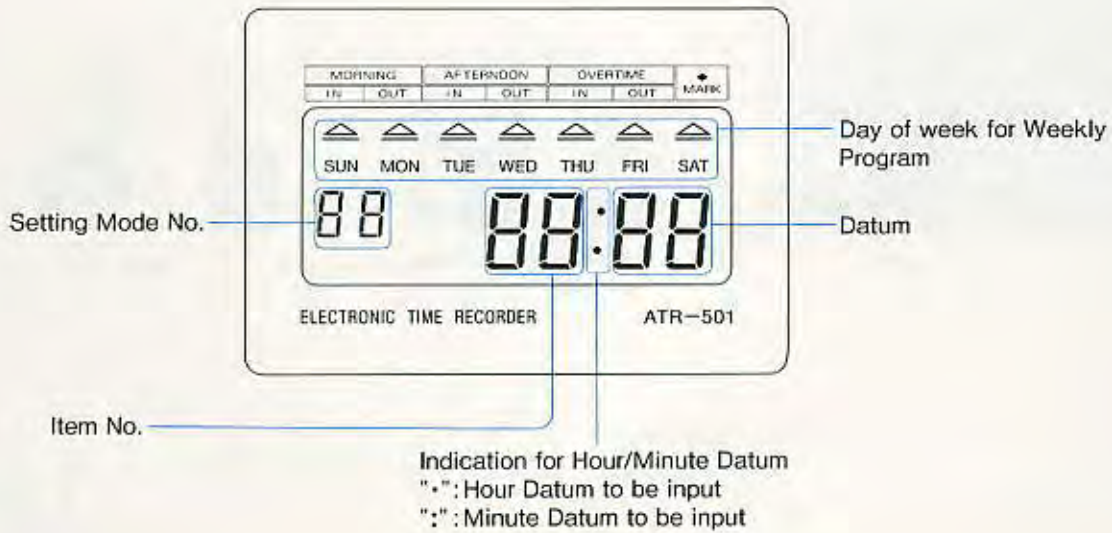
3

* AM/PM indication only appears for setting of 12H (12AM/12PM) systems.

Name of Interior



Display in Setting Mode



Before using

1. When unpacking, open Preset Cover by Key and take off the styrofoam to be fixing the upper part on Cassette Ribbon.
2. For starting Full power reserve function (option), take off Rear case cover and insert Battery connector as per page 28.
For wall mounting of the machine, refer to the attached leaf.
3. Insert the AC plug into the receptacle and the machine starts to work.
4. Input data with UP, DOWN, SET Keys according to the instructions mentioned in "How to set" (page 9~24).
5. Close and lock the Preset Cover.

To start/end Programming

1. Change to Setting Mode

The running mode display changes to setting mode display.



press once



2. Select Setting Mode Number

according to Setting Mode Table (page 7~8).

Example : No.1 Clock

UP × 1



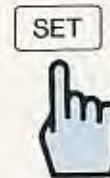
press to the required number



Setting Mode Number

3. Show Datum

The datum for the selected Setting Mode appears.*



press once



Item No. Datum

5

* You can confirm the datum per each Item Number by pressing SET key repeatedly.

Control Keys

Key	Function
UP	Increase Setting Mode Number Increase Datum
DOWN	Decrease Setting Mode Number Decrease Datum
SET	Change Running Mode to Setting Mode Change Setting Mode to Running Mode Show the Datum of each Setting Mode Set Datum shown on the Display

Contents

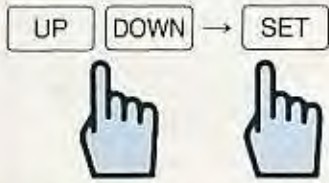
The following are the contents and pages for programming.

Clock	9
Signal	11
Print/Payroll System	14
Closing Date	15
Day Column Change Time	16
IN/OUT Column Change Time	17
Marking Time	18
Summer Time	20
Date/Day Printing	22
Hour Time Printing	23

4. Input Datum

Increase/decrease datum and register per each Item Number.

After registering all data for the Setting Mode, the display only shows the Setting Mode Number.*



press to change datum

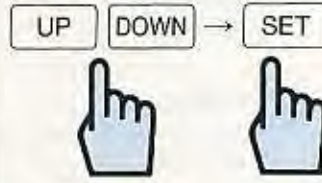
press to register



Setting Mode Number

5. To end program

Select Setting Mode No.0 and press SET. The display returns to the Running Mode.



press to "0"

press once



* If you continue programming on other Setting Mode Nos., repeat procedure 2-4. The details of setting is as per "How to Set" (page 9~24).



Setting Mode Table

Number	Setting Mode	Item Number	Setting Data	First display
1	Clock	1	12H/24H system (12/24)	24
		2	Year (0-99)	
		3	Month (01-12)	
		4	Date (01-31)	
		5	Hour (00-23)	
		6	Minute (00-59)	
2	Signalling Time	1-20	Hour (00-23) Minute (00-59)	-- :No datum
3	Weekly Program for signal	1-20	Day of Week ("ON/OFF" for each date)	"ON" on every day
4	Signal Duration		Second (01-99)	10
5	Internal Buzzer		Internal Buzzer rings (01) Not ring (02)	01
6	Printing/ Payroll System		Monthly front side 15 days to start on the 1st column (01) Monthly front side 15 days to start on the 2nd column (02) Monthly front side 16 days (03) Weekly (04) Bi-Weekly (05)	01
7	Closing Date	Monthly Weekly Bi-Weekly	Date (01-31) Day of week (SUN-SAT) Day of week (SUN-SAT) (\triangle \triangle) (SUN-SAT)	31 SUN SUN
8	Day column change time		Hour (00-23) Minute (00-59)	00 00
9	Automatic IN/OUT column change time	1-6	Hour (00-23) Minute (00-59)	00 00

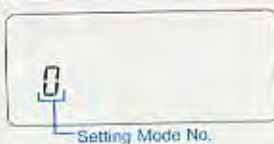
Number	Setting Mode	Item Number	Setting Data	First display
10	Marking Time	1, 3, 5 (Start Time)	Hour (00-23) Minute (00-59)	--:No datum
		2, 4, 6 (End Time)	Hour (00-23) Minute (00-59)	No setting on this item if no datum is input for item 1, 3, 5
		Day of week	Day of week for above marking time schedule	"ON" on every day
11	Marking Time ② (same as Marking Time ①)			
12	Marking Time ③ (same as Marking Time ①, ②)			
13	Summer Time (Start time)	1 2 3	Month (01-12) Date (01-31) Hour (00-23)	--:No datum
	(End time)	4 5 6	Month (01-12) Date (01-31) Hour (00-23)	No setting on this item if no datum is input for item 1, 3, 5
14	Date/Day Printing		Printing date (01) No print on date (02)	01
15	Hour time printing (1/60, 1/10, 1/100)		1/60 Hour (01) 1/10 Hour (02) 1/100 Hour ① (03) 1/100 Hour ② (04)	01
0	Start/End of programming			

How to set Clock

The following data are to be set for Clock.

Setting Mode Number	Item No.	Setting Datum
1	(1)	Selection of 12H/24H system
	(2)	Year
	(3)	Month
	(4)	Date
	(5)	Hour
	(6)	Minute

1. Change Running Mode Display to Setting Mode Display



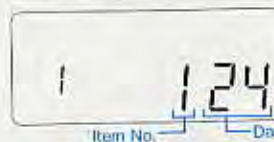
Change Running Mode Display to Setting Mode.

[SET] × 1



Select Setting Mode No.1.

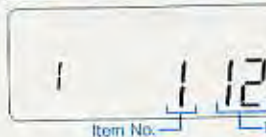
[UP] × 1



Show Datum. Item No.1 is for selection of 12H/24H system.

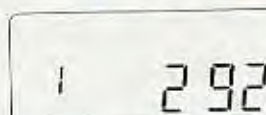
[SET] × 1

2. Selection of 12H/24H System for Clock Display



Select datum "24" or "12".

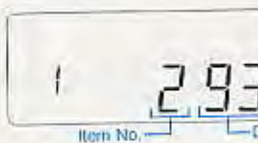
Example: 12H system [UP] / [DOWN] × 1



Register the above datum. Next display appears.

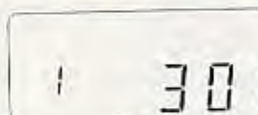
[SET] × 1

3. Setting Year



Input Year Datum by last 2 digits in Item No.2.

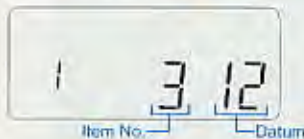
Example: 1993 [UP] up to "93"



Register the datum. Next display appears.

[SET] × 1

4. Setting Month



Input Month Datum for Item No.3.

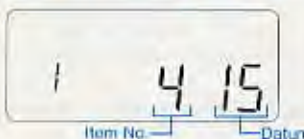
Example: December / to "12"



Register the datum. Next display appears.

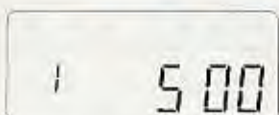
×1

5. Setting Date



Input Date Datum for Item No.4.

Example: 15th / up to "15"



Register the datum. Next display appears.

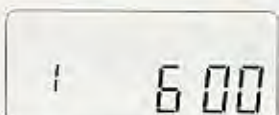
×1

6. Setting Hour



Input Hour Datum for Item No.5.*

Example: 2PM / up to "14"



Register the datum. Next display appears.

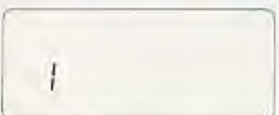
×1

7. Setting Minute



Input Minute Datum for Item No.6.

Example: 35 / up to "35"



Register the datum. The display only shows the Setting Mode Number.**

×1

- * Programming Hour is based on 24H system (0-23) irrespective of 12H/24H system of the Running Mode Display.
- ** One press on SET key lets the clock start from 0 second.
- *** You can confirm the registered datum by pushing SET key repeatedly

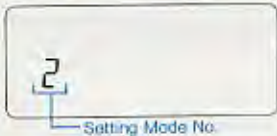


How to set Signal

The following data are to be set for Signal.

Setting Mode Number	Item No.	Setting Datum
2	(1) - (20)	Signalling Time
3	(1) - (20)	Weekly Program for Signalling Time
4		Signal Duration
5		ON/OFF of Internal Buzzer

1. Setting 1st Signalling Time



Select Setting Mode No.2.

[UP] / [DOWN] up to "2"



Show Datum. "1" means Hour Datum to be input for 1st Signalling Time.

[SET] x 1



Input Hour Datum.*

Example: 8AM [UP] x 8



Register. Next display appears. "1:" means minute datum to be input for 1st Signalling Time.

[SET] x 1

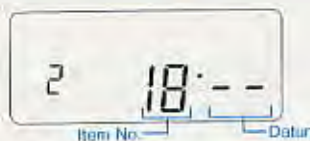


Input Minute Datum and Register.

Example: 55 [DOWN] x 5 → [SET]

2. Setting 2nd-20th Signalling Time

Input Datum for Item No.2-20 in the same way.



Suppose you do not need 18-20th Signalling Time, register "--" on Hour Datum as per initial display.**

[SET] x 1



After setting Item No.20, the display only shows Item No.2.

11

- * Time registered is start time of Signalling.
- ** Datum "--" is situated between "23" and "00"

3. Weekly Program for 1st Signalling Time

This mode is for selection of ON/OFF of each Signalling Time input by Setting Mode No.2.
You can have Weekly Program for each of 20 Signalling Time.



Select Setting Mode No.3.

[UP] / [DOWN] up to "3"



Show Datum "△" mark on each day of week means Signal ON for the 1st Signalling Time.

[SET] × 1



Delete the Day of Week when you do not need Signal. Move blinking point and register.*

Example : Sunday [UP] × 1 → [SET]

Delete the other days of week for 1st Signalling Time, if needed, in the same way.



End Setting on Item No.1 by moving the blinking point until it disappears from the display and register.

[UP] / [DOWN] → [SET]

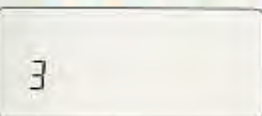
After setting Item No.1, next display appears.

4. Weekly Program for 2nd – 20th Signalling Time



Delete the Day of Week for the 2nd–20th Signal not to ring in the same way.

[UP] / [DOWN] → [SET]



After programming up to Item No.20, the display returns to the first one. If you do not need 18–20th Signalling Time, please press SET key repeatedly to have the initial display.

* If you wrongly deleted "△" mark, push SET key again for the mark to reappear.

5. Signal Duration



Select Setting Mode No.4.

[UP] / [DOWN] up to "4"



Show Datum. Initial display shows "10" for seconds.

[SET] × 1



Input Second Datum. Signal duration programmable for 1-99 seconds.

Example: 15seconds [UP] × 5



Register. The display returns to the first one.

[SET] × 1

6. ON/OFF of Internal Buzzer

Connection to external signal is available as option for this machine.
In this case, setting for internal buzzer not to ring is available.



Select setting Mode No.5.

[UP] / [DOWN] up to "5"



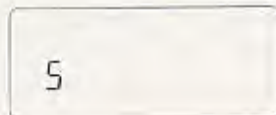
Show Datum. Initial display shows "01" meaning internal buzzer to ring.

[SET] × 1



Input Datum. For the internal buzzer to ring, register "01" as per the initial display.

Example : Internal buzzer not ring [UP] × 1



Register. The display returns to the first one.

[SET] × 1



How to set Print/Payroll System

5 ways of printing/payroll system are available as follows.

Datum	Contents
01	Monthly printing 15 days on front side from 1st column
02	Monthly printing 15 days on front side from 2nd column
03	Monthly printing 16 days on front side
04	Weekly system
05	Bi-Weekly system



Select Setting Mode No.6.

[UP] / [DOWN] up to "6"



Show Datum. Initial display shows "01" for Datum 01.

[SET] × 1



Input Datum as per above table.

Example: Monthly printing 16 days on front side [UP] × 2



Register. The display returns to the first one.

[SET] × 1

How to set Closing Date

Closing date is printed on the bottom column of Time Card.
 On the top comes the day after.
 The way of Setting differs according to the datum selected in Mode No.6 (Print/Payroll Systems).

Select Setting Mode No.7.

[UP] / [DOWN] up to "7"

7
 Setting Mode No.

Monthly System

Show Datum.
 Closing date is preset
 to be 31st.

[SET] × 1

7 31
 Datum

Input Date Datum.

Example : 20th
 [DOWN] × 11

7 20

Weekly System

Show Datum.
 Closing day is preset
 to be on Sunday.

[SET] × 1

sun Datum
 7

Select Day of Week.

Example : Saturday
 [DOWN] × 1

7 SAT

Bi-Weekly System

Show Datum.
 Closing day is preset
 to be on Sunday in the
 first week.*

[SET] × 1

sun Datum
 7

Select Day of Week.

Example : Sunday of
 2nd week
 [UP] / [DOWN] × 7

sun
 7

Register.

[SET] × 1

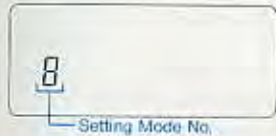
7

15

* "△" Mark appears on the days of second week for the Bi-Weekly System.
 First week is the unit from Sunday to Saturday when the programming is made.
 The second week is the week after.

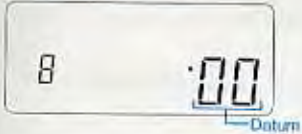
How to set Day Column Change Time

Day Column Change Time can be set at any time.
It is preset to be made at midnight.



Select Setting Mode No.8.

/ up to "8"



Show Datum. The initial display shows Hour Datum "00" which is 0AM.

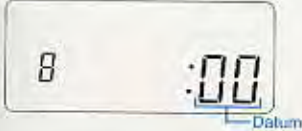
× 1



Input Hour Datum and Register.

Example : 3:00 AM × 3 →

After setting above datum, Minute Datum "00" appears



Input Minute Datum.

Do not change the datum if you want "00" Minute Datum.



Register. The display returns to the first one.

× 1



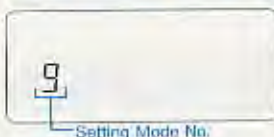
How to set IN/OUT Column Change Time

Printing position of IN/OUT column automatically changes at the time set at Item No.1-6. The relation between the time set per each Item No. and Printing column on Time Card is as follows.

The time set by Item No.
Print position on Card
Column

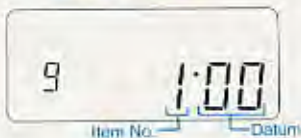
1	2	3	4	5	6	1
IN	OUT	IN	OUT	IN	OUT	
MORNING		AFTERNOON		OVERTIME		

1. Setting Time for Item No.1



Select Setting Mode No.9.

[UP] / [DOWN] up to "9"



Show Datum. Initial display "00" means Hour Datum of 0AM for Item No.1.

[SET] × 1



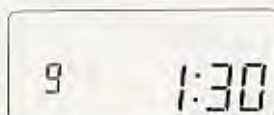
Input Hour Datum.*

Example: 1AM [UP] × 1



Register. Next display appears for Minute Datum for Item No.1.

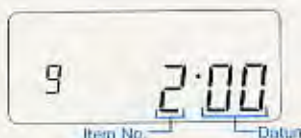
[SET] × 1



Input Minute Datum and Register.

Example: 30 [UP] / [DOWN] up to "30" → [SET]

2. Setting Time for Item No.2-6



After setting Item No.1, display for Item No.2 appears. Input data for Item No.2-6 in the same way.



After setting datum for Item No.6, the display returns to the first one.

- * The time set by Item No.1 is the time when the Card Pocket comes to 1st column.
- ** IN/OUT Column Shift is also made by Manual Button for SHIFT beside the Cardpocket Inlet as per page 25.

"▼" Mark to show late attendance/early leaving can be printed beside the time.*

3 kinds of marking time schedule can be set for Weekly Program.

Relation among the data of Mode No.10-12 as below.

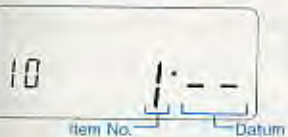
Mode No.	Contents						
10	Time set by Item No.	1	2	3	4	5	6
	Marking Time	←————→		←————→		←————→	
	Day of Week	Delete day of week which does not have above marking schedule					
11	Setting same way as Mode No.10. Different marking schedule than Mode No.10.						
12	Setting same way as Mode Nos. 10, 11. Different marking schedule than Mode Nos. 10, 11.						

1. Setting 1st Marking Schedule



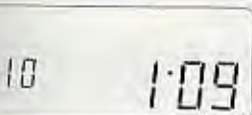
Select Setting Mode No.10.

[UP] / [DOWN] up to "10"



Show Datum. The initial display shows Hour Datum for Item No.1 "--" for no setting.

[SET] × 1



Input Hour Datum for starting time for "▼" Mark.

Example: 9AM [UP] × 9



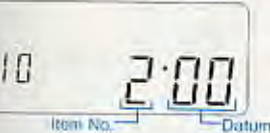
Register. Next display for Minute Datum appears.

[SET] × 1



Input Minute Datum and Register.

Example: 30 [UP] / [DOWN] up to "30" → [SET]



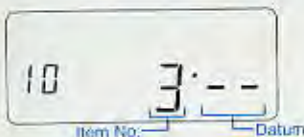
Input Datum and Register for the ending time for marking "▼" in the same way as starting time.**

Example: 12:00 AM [UP] × 12 → [SET] → [SET]

- * During the time set for "▼" Mark, printing is made with "▼" Mark beside the time for ATR-501, and the same printing is made in red color for ATR-701.
- ** Ending time mentioned here is the time when the "▼" Mark starts to disappear. If marking is made up to 11:59, input 12:00AM for Item No.2.

How to set Marking Time

2. If you do not want Marking Time



If you do not want marking between Item No.3-4, 5-6, register "--" as per initial display of Item No.3, 5.

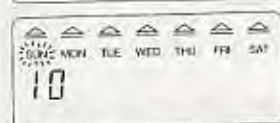
[SET] × 1

3. Weekly Program of Marking Time



After setting marking time for Setting Mode No.10, display for selection of day of week appears.

"△" means marking set by Mode No.10 is made on the days of week below "△" Mark.



Select Day of Week when you do not need marking time. Blinking point moves according to operation.

[UP] / [DOWN] up to the required day



Register to delete "△" Mark. If you wrongly deleted the day of week, press SET key again to revive.

[SET] × 1



Move blinking position in between SAT and SUN until it disappears and register by SET key. The original display appears.

[UP] / [DOWN] → [SET]

4. Setting 2nd, 3rd Marking Schedule

Setting on Mode No.11, 12 is made in the same way as No.10.

If there is no need for different marking time schedule, do not register on these modes.

The days of week registered in Mode No.10 do not appear on the Weekly Schedule for Mode No.11, 12.

The clock gains one hour at the start time and loses one hour at the end time.
It is preset with no datum.*

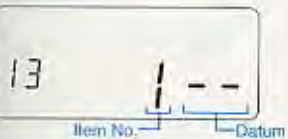
Setting Mode No.	Item No.	Setting Datum
13	(1)	Month
	(2)	Date
	(3)	Hour
	(4)	Month
	(5)	Date
	(6)	Hour
		Start of Summer Time
		End of Summer Time

1. Setting Start Time of Summer Time



Select Setting Mode No.13.

[UP] / [DOWN] up to "13"



Show Datum.

Datum "--" means no datum input for Item No.1.

[SET] × 1



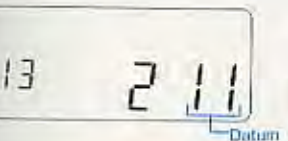
Input Month Datum.

Example: July [DOWN] × 6



Register. Next display appears.

[SET] × 1



Input Date Datum.

Example: 11 [UP] × 10



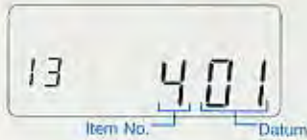
Register.

[SET] × 1

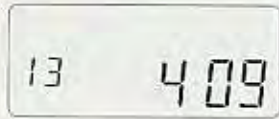
Next display appears. If the start time is 0AM, press SET key as it is to register.
For the other hours, please input it by UP/DOWN key and register by SET key.

* If there is no Summer Time, let the initial datum "--" on Item No.1 as it is, by pressing SET key.

2. Setting End Time of Summer Time



After setting Item No.3, display for Item No.4 appears.
Item No.4 is for Month Datum for end time of Summer time.*



Input Month Datum.

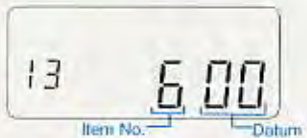
Example: September × 4



Register.

Next display for Date Datum appears.

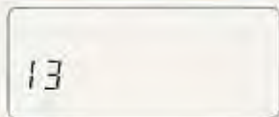
× 1



Input Date Datum and Register.

Next display for Hour Datum appears.

Example: 1 × 1



Input Hour Datum and Register.

The display returns to the first display.

Example: 0AM × 1

* Clock works as follows in this example.

7/10 23:59> 7/11 1:00 gain 1 hour

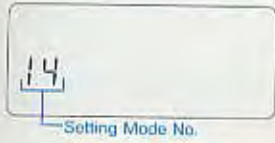
8/31 23:59> 8/31 23:00 lose 1 hour

After 1 minute



How to set Date/Day Printing

Date/Day printing is preset to be made.
In case date is already printed on Time Card, date printing can be set not to be made.



Select Setting Mode No.14.

[UP] / [DOWN] up to "14"



Show Datum.
Datum "01" means to print date.

[SET] x1



Input Datum for no printing date.

[UP] / [DOWN] to "02"



Register. The display returns to the first one.

[SET] x1



How to set Hour Time Printing

Minute printing can be changed from usual 1/60 hour to 1/10 hour, 1/100 hour.
It is preset to print by 1/60 hour system (0-59).

Datum corresponding to each minutes printing is as follows.

Datum	01	1/60 hour
	02	1/10 hour
	03	1/100 ① (00-95)
	04	1/100 ② (00-98)

Printing details are as per conversion table on next page.



Select Setting Mode No.15.

UP / DOWN up to "15"



Show Datum.

Datum "01" means 1/60 hour printing.

SET ×1



Input Datum.

Example: 1/100 hour (00-98) DOWN ×1

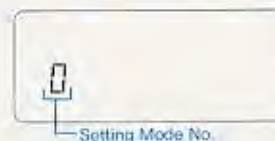


Register. The display returns to the first one.

SET ×1

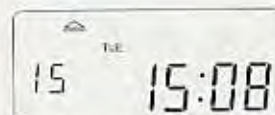


End of Programming



Select Setting Mode No.0 after all programming is made.

UP / DOWN up to "0"



Press SET key to return to the running mode display.
Present time is displayed.

SET ×1

How to set Hour Time Printing

Time on LCD display is printed on Time Card as follows.

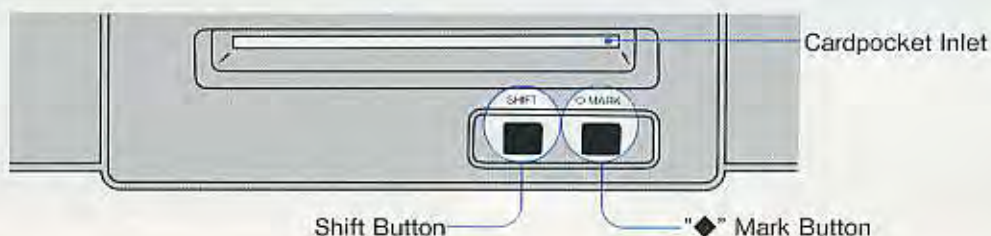
Hour : As per the LCD display

Minute : Minute is printed converted as per the following table according to 1/60, 1/10, 1/100 ①, 1/100 ② hour setting.

1/60H	1/10H	1/100H ①	1/100H ②
00	00	00	00
01	00	00	02
02	00	00	04
03	00	05	05
04	00	05	06
05	00	05	08
06	01	10	10
07	01	10	12
08	01	10	14
09	01	15	15
10	01	15	16
11	01	15	18
12	02	20	20
13	02	20	22
14	02	20	24
15	02	25	25
16	02	25	26
17	02	25	28
18	03	30	30
19	03	30	32
20	03	30	34
21	03	35	35
22	03	35	36
23	03	35	38
24	04	40	40
25	04	40	42
26	04	40	44
27	04	45	45
28	04	45	46
29	04	45	48

1/60H	1/10H	1/100H ①	1/100H ②
30	05	50	50
31	05	50	52
32	05	50	54
33	05	55	55
34	05	55	56
35	05	55	58
36	06	60	60
37	06	60	62
38	06	60	64
39	06	65	65
40	06	65	66
41	06	65	68
42	07	70	70
43	07	70	72
44	07	70	74
45	07	75	75
46	07	75	76
47	07	75	78
48	08	80	80
49	08	80	82
50	08	80	84
51	08	85	85
52	08	85	86
53	08	85	88
54	09	90	90
55	09	90	92
56	09	90	94
57	09	95	95
58	09	95	96
59	09	95	98

Manual operation is available by using 2 buttons beside Cardpocket Inlet when printing.



Name	Function
Shift Button	Change the IN/OUT Column Position for printing
◆ Mark Button	Mark ◆ for early attendance, overtime, holiday attendance, etc.

1. How to change IN/OUT Printing Column



Press Shift Button so that the blinking "△" mark comes to the required position, and insert Time Card. The printing column position returns to the original position in 7 seconds.

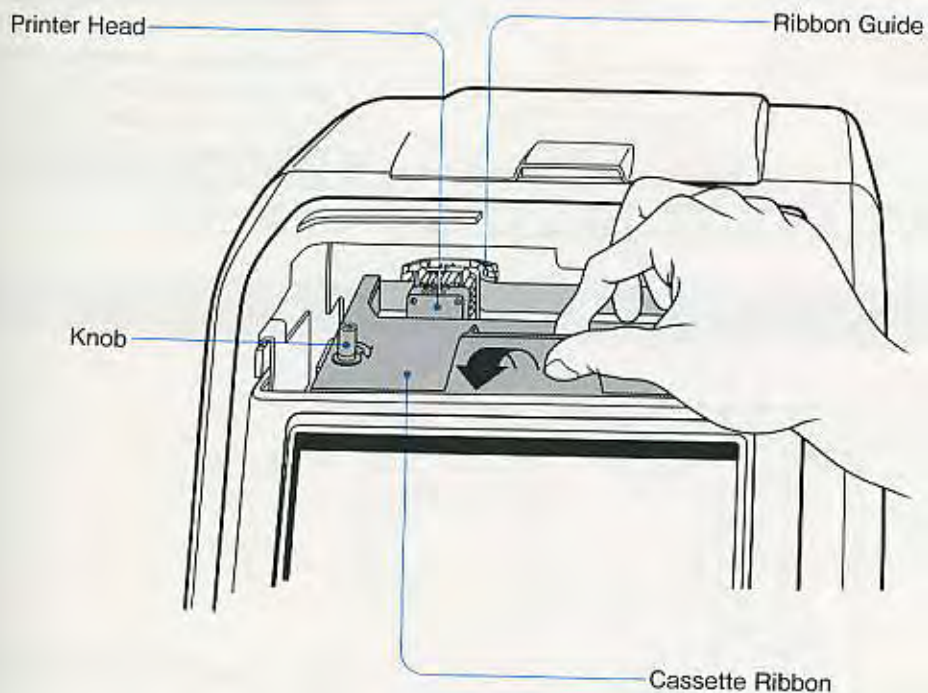
2. How to make "◆" Mark



Press Mark Button and "△" mark blinks on the right position. Insert Time Card. "◆" Mark is printed beside the time, and is available for 7 seconds from pressing on the button.

How to replace Cassette Ribbon

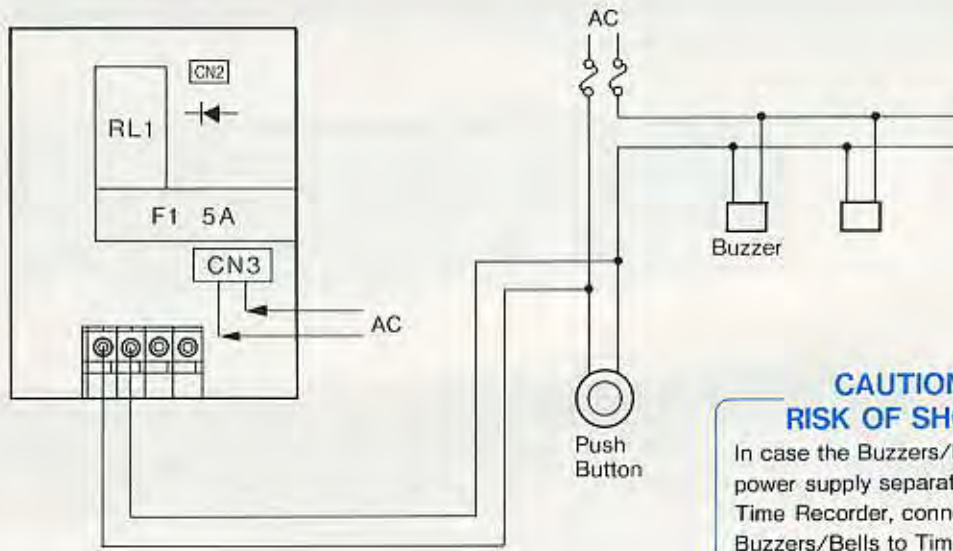
1. Take out Cassette Ribbon holding the prominent part as illustrated.
2. Set New Cassette Ribbon inserting Ribbon between the Ribbon Guide and Printer Head.
Press down the Cassette Ribbon to have click sound.
3. Turn the Knob in the arrow direction to confirm the Ribbon wound up tight.





Wiring Chart for Signals (Buzzer, bell, etc)

1. Wiring to Signals fixed already

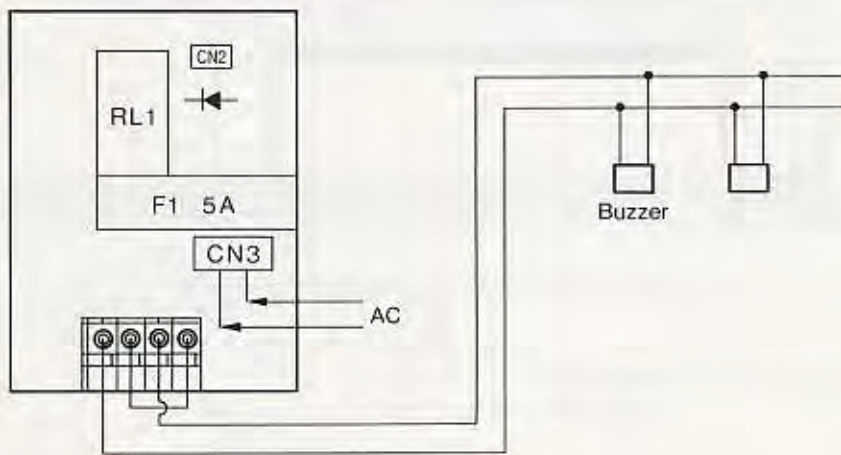


CAUTION RISK OF SHOCK

In case the Buzzers/Bells have power supply separately from Time Recorder, connection from Buzzers/Bells to Time Recorder shall not exceed class-2 circuit. When wiring, do not forget to pull off AC plug from Buzzers/Bells and Time Recorder.

• This shows how to connect wires to Buzzers or Bells fixed already, the power supply of which is different from that of Time Recorder.

2. Wiring to Signals set newly

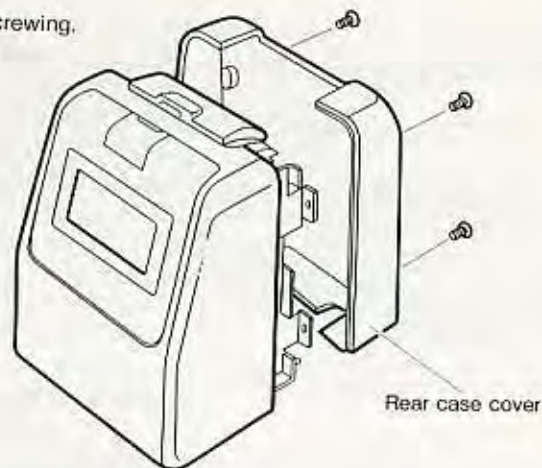


• This shows how to connect wires to Buzzers or Bells to be set newly, the power supply of which is from Recorder.

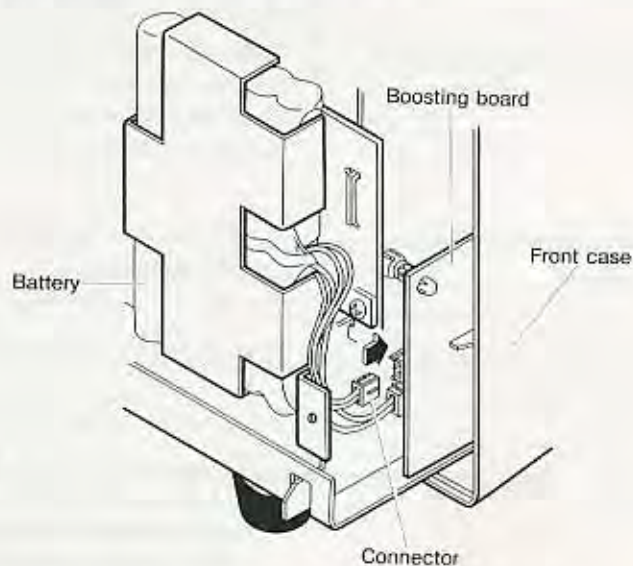
How to start Full Power Reserve

The machine can work during power failure with Full power reserve feature (option) after the following procedure.

1. Plug off
2. Take off Rear case cover by unscrewing.



3. Insert Battery connector to Boosting board as per the sketch.



4. Put on Rear case cover.

- When the machine works only with this Battery, the day of week on LCD display blinks.
- The Battery can guarantee 200 printing during 24 hours after charging 48 hours.
- When the Battery is running out, Hour, Minute on the LCD display blinks. Printing cannot be made in this condition.
- When the machine is in transportation, or in storage, pull off the Battery connector from Boosting board.



Before consulting Serviceman

Phenomenon	Checking item
1. LCD Display does not show any information when AC plug is inserted to the receptacle.	Pull out the plug and put the plug to the receptacle once again after more than five seconds' interval.
2. The clock does not show time	AC plug is inserted to the receptacle. The clock is tuned to running mode, but not setting mode.
3. The time displayed is not correct	Correct time is set.
4. Time Card cannot be inserted to Card Pocket	AC plug is inserted to the receptacle. Time Card is not bent, stained or torn. Time Card is not forced into the Card Pocket or it is not forcibly pulled out.
5. Time is not printed on Time Card	Time Card is not forced into the Card Pocket or it is not forcibly pulled out.
6. Printing result is not clear	Ribbon is used for very long time. →Replace a new Cassette Ribbon. Cassette Ribbon is not installed in the right position. Machine is used in a very cold place.
7. Printing is not made on the correct date	Time Card is not forced into the Card Pocket or it is not forcibly pulled out.
8. Cassette Ribbon cannot be replaced	The styrofoam fixing the Cassette Ribbon is removed.
9. "Err" sign appears on the display	The styrofoam fixing the Cassette Ribbon is removed before inserting the AC plug into receptacle. →Push 3 Preset Keys, Manual Button for IN/OUT column and "◆" Mark Button at the same time. Reset is made retaining memory.



Maruzen New Electronic Time Recorder Model ATR-501/701

Clock Mechanism	Quartz crystal oscillation Accuracy : Within 15 sec./month
Clock display	Digital indication : LCD Date, Hour, Minute, Day, AM/PM
Printing Mechanism	Dot-Matrix printing 6 columns, Monthly/Weekly/Bi-Weekly payroll system 2 kinds of Mark Printing 1/60, 1/10, 1/100 hour printing
Ribbon	ATR-501 : One color (Blue), Nylon, 5m (L) ATR-701 : Two color (Blue/Red), Nylon, 5m (L)
Signal Device	Built-in buzzer Output signal is available by option 1 minute interval program 20 times/day
Signal Duration	0-99 sec.
Weekly program for signal	Available per each signal
Summer Time Setting	Available
IN/OUT column shift	Automatic
Date Adjustment for Even Month, Leap Year	Automatic
Power reserve during Power interruption	3 years back-up for memory, clock 24 hours back-up for full function (option)
Closing day of pay period	Optionally set for any day of month/week
Day-divide Time	Optionally set for any time
Time Card	86 × 194mm (Both sides 15/16 or 16/15 printing)
Power Supply	AC 100-240V (50/60Hz)
Power Consumption	(Normal) 5W (Max) 30W
Ambient Temperature	-5°C to 40°C (23°F to 104°F)
Dimension	230(W) × 145(D) × 265(H)mm
Weight	3.6kgs.

