

Bankosa PortaCount

Banknote Counter

User Manual



MORE CHOICE FOR YOUR
GROWING BUSINESS

Contents

- 1.0.Machine Overview ----- 2
- 2.0.Packing Open and Installation ----- 3
 - 2.1.Packing List ----- 3
 - 2.2.Getting Started ----- 4
 - 2.2.1.Open the Stacker Frame ----- 4
 - 2.2.2.Open the Hopper Frame ----- 5
 - 2.2.3.Tilt Stand ----- 6
- 3.0.Display and Operation Interface ----- 7
 - 3.1.Display Appearance ----- 7
 - 3.2.Operational Instructions for Function Keys ----- 7
 - 3.3.Display Interface ----- 8
- 4.0.Operating Instructions ----- 9
 - 4.1.Start-up ----- 9
 - 4.2.Selection of Counting Mode ----- 9
 - 4.2.1.Single Currency Counting Mode ----- 9
 - 4.3.Counting Function Options ----- 11
 - 4.3.1.Automatic Banknote Counting ----- 11
 - 4.3.2.Batch Setting ----- 11
 - 4.3.3.Accumulation ----- 12
 - 4.4.Check Detail of Counting ----- 12
- 5.0.Menu Setting ----- 12
 - 5.1.Set Function ----- 13
- 6.0.Maintenance ----- 14
- 7.0.Technical Parameters ----- 16

1.0. Machine Overview

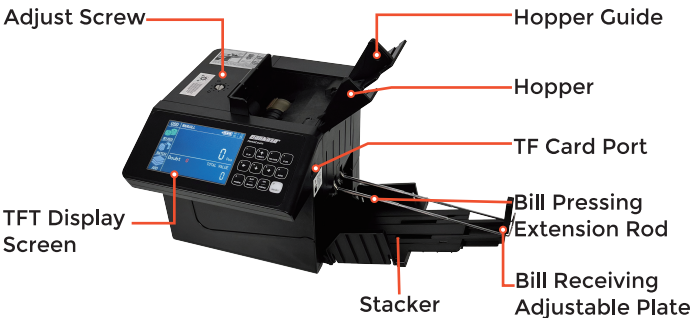


Figure 1-1 Banknote Counter Front Diagram

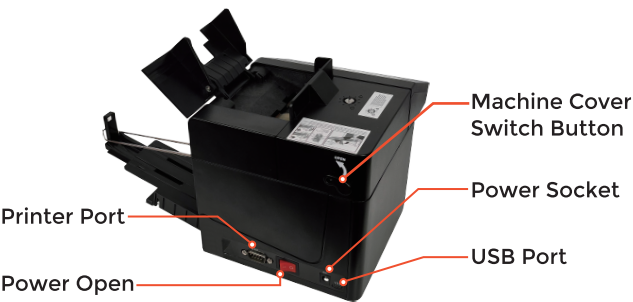






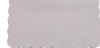

Figure 1-2 Banknote Counter Back Diagram

2.0. Packing Open and Installation

2.1. Packing List

When you receive the package, open and check the packing list in the package.

Table 2-1 Packing List

Item Name	Picture	Quantity (pcs)	Description
Banknote Counter		1	Mixed denomination Banknote counter
Power Cable		1	Power supply cable of American standard
Power Adapter		1	External AC power adapter
Nylon Brush		1	Clean the machine
Soft cleaning Cloth		1	Clean the CIS or the other sensors
Slotted screwdriver		1	
User Manual		1	

2.2. Getting Started

2.2.1. Open the Stacker Frame



Figure 2-1 Open the Stacker Frame 1



Figure 2-2 Open the Stacker Frame 2

2.2.2. Open the Hopper Frame



Figure 2-3 Open the Hopper Frame 1



Figure 2-3 Open the Hopper Frame 2

2.2.3. Tilt Stand



Figure 2-4 Open the Tilt Stand

3.0. Display and Operation Interface

3.1. Display Appearance



Figure 3-1 Display Appearance

3.2. Operational Instructions for Function Keys

1 CLR	Clear the last count result.
2 ↑ PRINT	Long press to print counted banknotes information.
3 TELLER	Press to check the detail counted information.
BAT BACK	Batch key, press to select the batch number. Back key, press to return to the previous interface.
OK MENU	Menu key, press to enter the menu interface. OK key, press confirm of select the options you set.
4 ADD	Add key, press to switch on/off the accumulation function.
5 CUB	Currency key, press to select the one of currency, auto recognition or multi-currency mode for counting.
6 MODE	Mode key, press to select MIXED mode, SORT mode or COUNT mode for counting.
7 RESET	RESET key, press to start counting, or to start other operations.

3.3. Display Interface

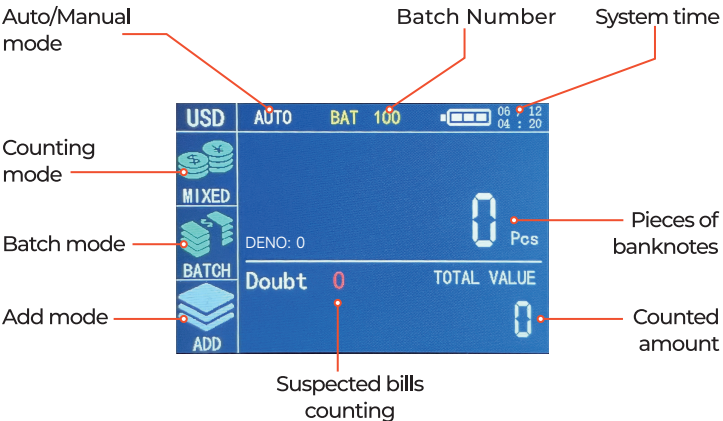


Figure 3-2 Main Display Interface

4.0. Operating Instructions

4.1. Start-up

Turn on the power switch, the machine spins for a few seconds and enters the fault self-test state, if the machine is normal, the beeper beeps three times to enter the main interface, if any exception occurs, the display screen will directly prompt abnormal information and processing methods.

4.2. Selection of Counting Mode

4.2.1. Single Currency Counting Mode

After the machine is turned on, the Currency symbols appears in the upper left corner.
The default mode is MIXED mode. By pressing the key of the control panel, three counting modes can be cyclically switched, and the 3 counting modes will be cyclically switched according to **MIXED-COUNT-SORT** sequence.

4.2.1.1. MIXED Mode

In this mode, the bill counter will count a mix of all denominations of the selected currency and save the details of the counted bills, including the total amount and the total number of bills in the stack, for easy access by the user.



Figure 4-1 Initial Interface of MIXED Mode

4.2.1.2. COUNT Mode

This mode does not limit the currency, and only count the number of banknotes. It only works with double note detection function and no other counterfeit detection function.

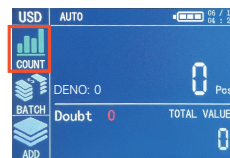


Figure 4-2 Initial Interface of COUNT Mode

4.2.1.3. SORT Mode

In this mode, the banknote counter will count the banknotes of the same denomination of the selected currency with the first banknote counted as a reference, and save the detail information of the counted banknotes at the same time, including the total amount and the total number of the banknotes in stacker, so as to facilitate users to check.



Figure 4-3 Initial Interface of SORT Mode

Note: In the **MIXED** and **SORT** mode, the device has the functions of image acquisition, magnetic detection, ultraviolet detection and double note detection. While in the **COUNT** mode, there is only a double note detection function.

4.3. Counting Function Options

4.3.1. Automatic Banknote Counting

Press the **MENU** key → **SET FUNCTION** → **Starting mode**.
The default setting of automatic counting is on. Every time the banknote counter resets, the setting will be reset to be on state.
In **AUTO** mode, the machine Start counting automatically when the bills are placed into the hopper.
In **Manual** mode, the machine starts counting when the user presses **RESET** key.



Figure 4-4 Auto/Manual mode

4.3.2. Batch Setting

Press the **BATCH** key to enter to the **BATCH** interface, the screen display is shown in Figure 4-5. Default batch number is 100, by pressing the **BATCH** key again to enable clean up batch number, and then press the number key to set up the batch number. Press **MENU/OK** key to setting the batch number.



Figure 4-5 Batch Setting Interface

Note: The stacker maximum capacity is 150 bills, so the batch number should be less or equal to 150.

4.3.3. Accumulation

Press **ADD** key to enable the accumulation function. In any counting mode, the accumulation function of the number of the banknotes can be enabled by pressing the **ADD** key.

4.4. Check Detail of Counting

Press the **TELLER** key upon the completion of counting to enter the interface shown in the following figure to check the details of counting.

DEN	PCS	VALUE
50	8	400
20	5	100
10	12	120
5	4	20
2	2	4
TOTAL		644

Figure 4-6 Detail Denomination Information

5.0. Menu Setting

To enter the menu interface by pressing the **Menu** key, as shown in the following figure.



Figure 5-1 Menu Interface

5.1. Set Function

Press the **MENU** key → **SET FUNCTION** → Starting mode.

SET FUNCTION	
1.starting mode	AUTO
2.Show Denomination	OFF
3.Suspected counting	ON
4.Show Denomination details	ON
5.Keep the previous mode	ON
Press (OFF/ON) key to turn page. Press (LEFT/RIGHT) key to change the setting.	

SET FUNCTION	
6.Feed level	3 grade
7.Standby time setting	5 min
8.Ability to grade	3 grade
9.language switchover	English
10.factory settings	OFF
Press (OFF/ON) key to turn page. Press (LEFT/RIGHT) key to change the setting.	

Figure 5-2 Set Function

Item Number	Option	Description
1	Starting mode	To switch between Auto and Manual start mode.
2	Show Denomination	Denomination of each counted bill will be displayed on the main interface.
3	Suspected counting	The quantity of suspicious bills will be displayed on the main interface.
4	Show Denomination details	Denominations and quantities of counted bills will be displayed on the main interface.
5	Keep the previous mode	Restart the machine, it will keep the mode that last time count.
6	Feed level	Hopper bill feed sensitivity, range: 1~5.
7	Standby time setting	Machine not in use, the screen's break time.
8	Ability to grade	Detective level, range: 1~5.
9	Language switchover	To switch to different languages.
10	Factory settings	To recover to original settings.

6.0. Maintenance

After starting the machine, it will go on self-check automatically. If the preset window shows the error code or tells you to clean the sensors, it is because of dust on the surface or sensor blocked by notes. So please clear the dust on the surface with brush or soft cloth, or take the notes away. Then restart the machine.

When banknote feeding is unsmooth or banknote counting is inaccurate, it can be solved through adjusting the vertical adjust screw as well as the gap between resistance rubber and rubber wheel. Turn it clockwise to decrease gap in order to add friction (tight). Turn it anticlockwise to increase gap in order to reduce friction (loose).



Figure 6-1 Adjustable Screw

7.0. Technical Parameters

Table 8-1 Technical Parameters

Unit Dimensions	Close: 167*192*168mm Unfold: 335*192*198mm
Weight	2 KG
Counting speed	260 pcs/min
Counting mode	SORT & MIXED & COUNT Mode
Hopper Capacity	150 pcs
Stacker Capacity	150 pcs
Power Supply	12V-3A/ ≤20W
Working Environment	0°C ~ 40°C

To avoid counting errors, please place the bills correctly.

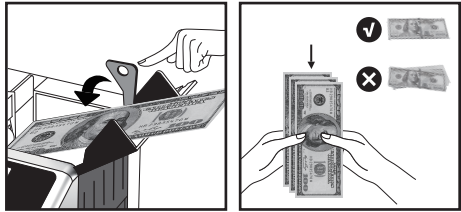


Figure 6-2 Place Bills

Please avoid counting bills that are wet, excessively dirty, spoiled, folded, curled or with foreign material like clips, bands, etc. It will damage and cause malfunction of the machine.

For more troubleshooting methods, please refer to the banknote counter maintenance manual.

