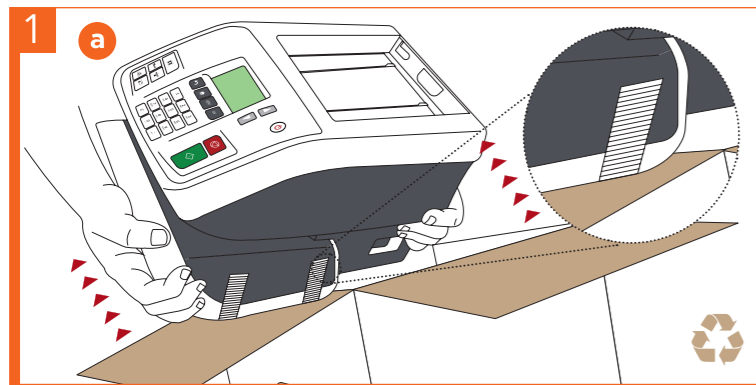
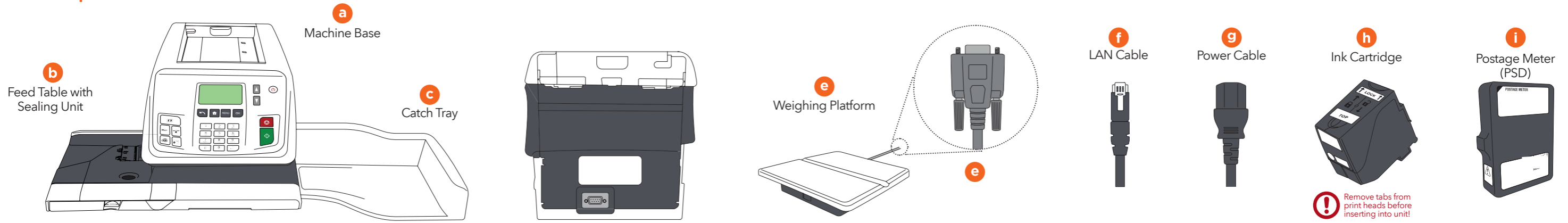


Fn Series 5

Quick Installation Guide

For more help with your installation, please visit: www.frama.co.uk/Fn5

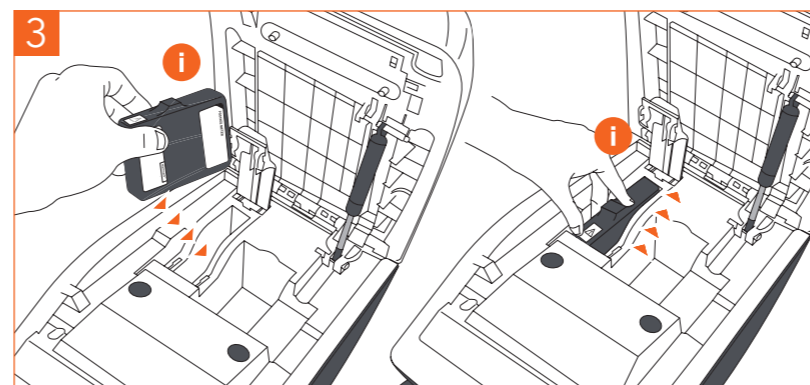
Machine components:



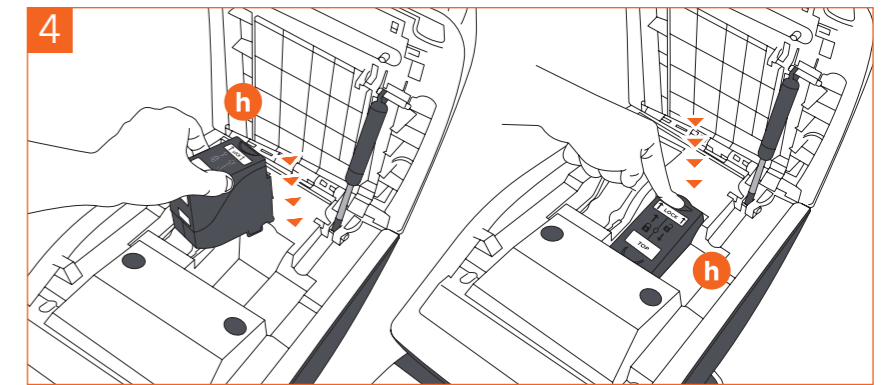
1 Unpack all components from the box, remove packaging and any transit tape.



2 Lift the cover of the machine to reveal the Ink Cartridge (h) and Meter (i) locations.



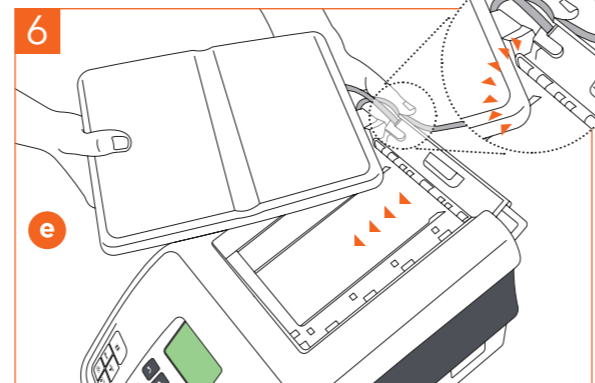
3 Open the cover. Place the Meter (i) into the meter compartment and push backwards until it slots into position. Close the cover.



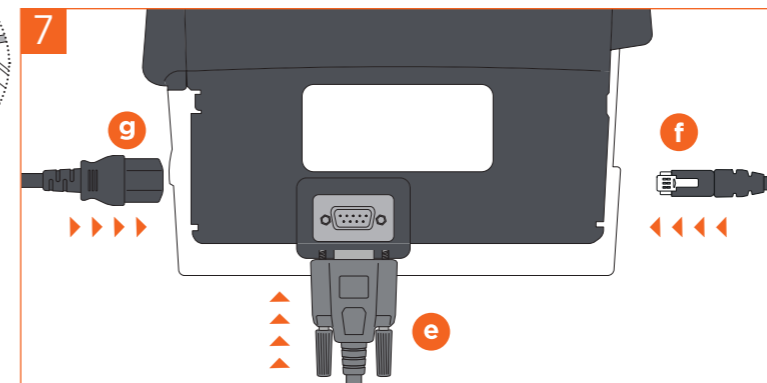
4 Insert the Ink Cartridge (h) into the machine with the 'TOP' and 'LOCK' stickers facing upwards. Push the Ink Cartridge (h) towards the back of the machine until you hear a 'click' - close the cover of the machine.



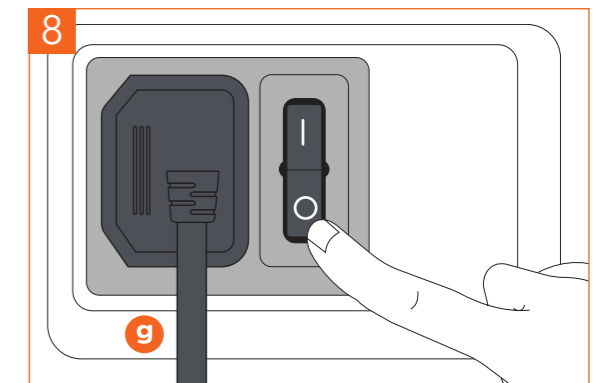
5 Lift machine slightly on the left hand side and align the hooks to attach the Feed Table (b) - align the catch tray to the right hand side of the machine (c).



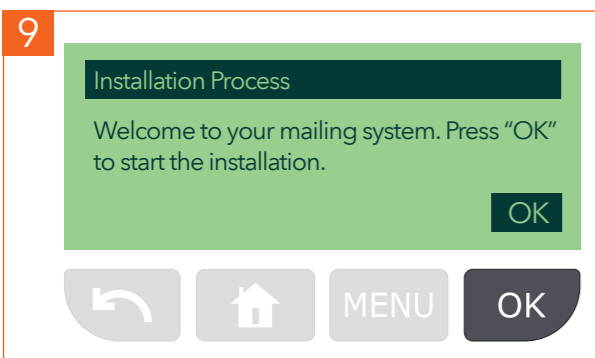
6 Lower Weighing Platform release panel at rear of the machine. Place Weighing Platform (d) on top of the machine and slide forward to lock. Lift panel to secure and clip cable into place.



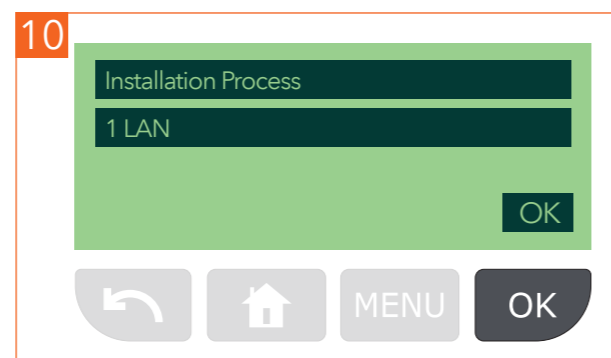
7 Connect the Weighing Platform (e) connector into the COM PORT on the rear of the machine. Then connect the LAN Cable (f) and Power Cable (g) to either side of the machine.



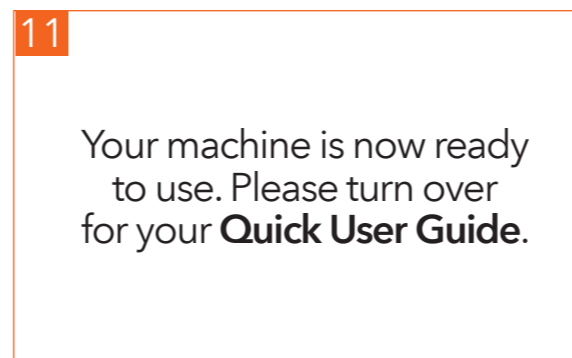
8 Turn on the machine using the switch behind the Power Cable (g) and follow the steps on screen.



9 Press OK to start the installation.

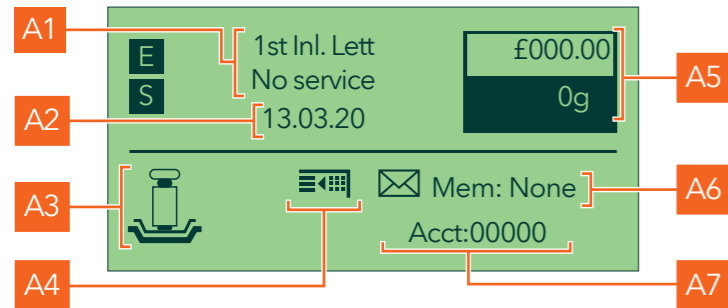


10 Follow the step by step instructions.



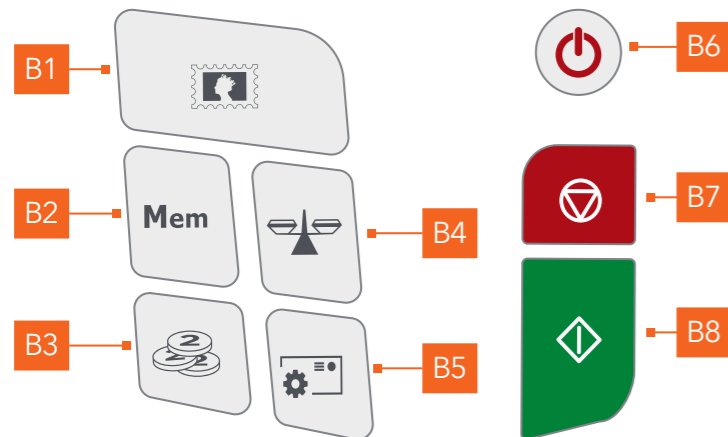
Getting to know your Franking Machine

Screen Information



- A1 Rate and services (to change: B1)
- A2 Date printed (to change: B5)
- A3 Weighing type (to change: B4)
- A4 Imprint position offset
- A5 Postage and weight
- A6 Memorized job (can contain rate, stamp settings and account)
- A7 Current account (adding funds: B3)

Shortcut keys



- B1 Rate and postal services selection
- B2 Memorized jobs (rate, stamp settings and account)
- B3 Credit management
- B4 Weighing modes
- B5 Type of imprint and imprint settings
- B6 Sleep/wake (amber/green)
- B7 Stops printing
- B8 Starts printing

Quick steps to franking your mail

1 To reset the machine press:

- to clear the information on screen.
- to wake the machine up with default settings.
- to return to the home screen.

2 To weigh an item:

1. Check that the A3 icon is
2. Otherwise press and select the option: **Standard weighing**

For more specific information on your franking machine, please visit: www.frama.co.uk/Fn5

3 Select a rate (and services):

Currently selected rate and services are indicated at the top of the screen.



Change/add services:

1. Press . The Rate selection screen is displayed.

1st Inl. Lett	£000.0
No service	0g
26.07.16	
1 1st Class	2 2nd Class
4 Inland	5 Intl
	8 Wizard
2. Use the keypad to choose a rate or service option, or use the wizard for access to more rates.
3. Place your mail on the platform.
4. When done, press to confirm your selection and return to the home screen.

4 Utilising the envelope sealer

To prepare the envelope sealer, lift the reservoir out of machine and open the lid. Fill with sealing fluid to indicator mark and leave for 5 minutes. Top up, then replace reservoir.

5 When all steps are completed print the stamp:

1. Press to start the motors of your franking machine.



2. When the rollers start, insert the mail into the machine from the left hand side. If using the sealer, make sure that the lip of the envelope is inserted into the sealer as mail passes through.

Changing the ink cartridge

1. On the new ink cartridge, remove the protective strips from the printing heads.
2. Lift machine cover and follow instructions printed on sticker inside.



If Jamming occurs

1. Press on the key pad to stop the motor.
2. Under the base, lift up the release handle and, using your other hand, remove stuck envelope.



Adding credit

- Press choose 'Credit' and follow the instructions on screen.

Note: in order to add credit to the machine there must be funds available in your postage account.

