Fx Series 5
Quick Installation Guide

FRAMA
mail. message. managed.

Machine components:

a — Machine Base

b — Feeding Table

c — Catch Tray

Back of the machine

d — Weighing Platform

e — Weighing Platform Cable

f — LAN Cable

g — Power Cable
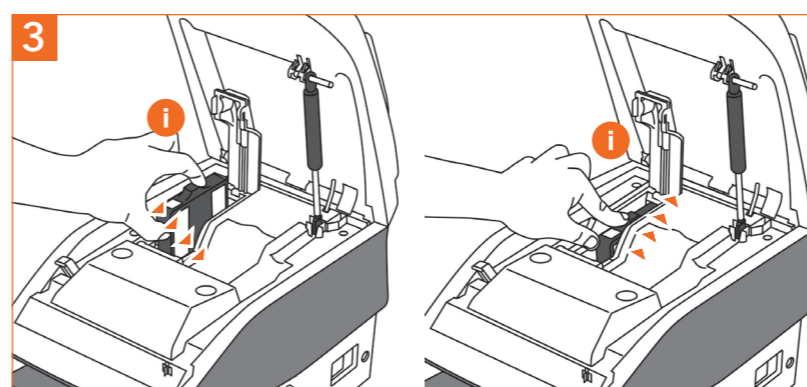
h — Ink Cartridge

⚠ Remove tabs from print heads before inserting into unit!
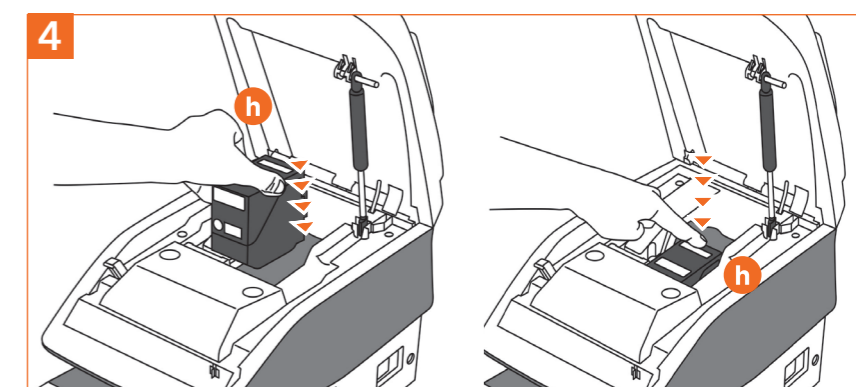
i — Postage Meter (PSD)

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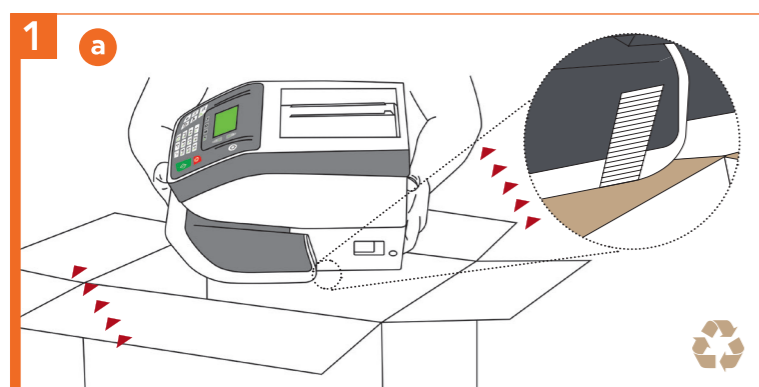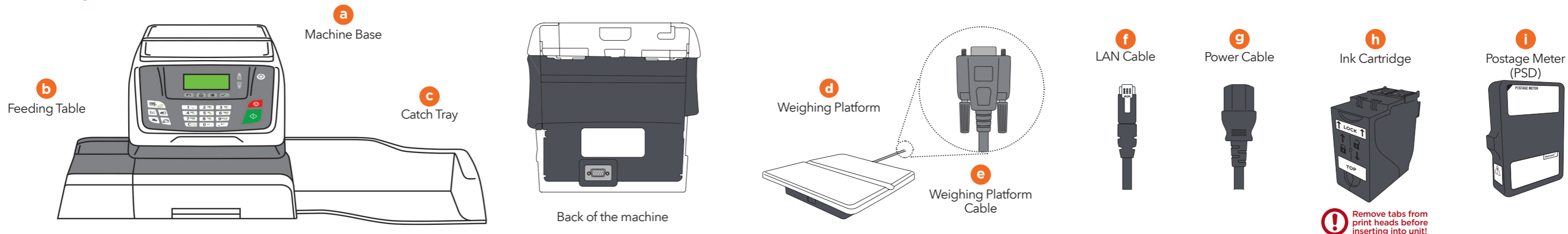
1 Unpack all components from the box, remove packaging and any transit tape.
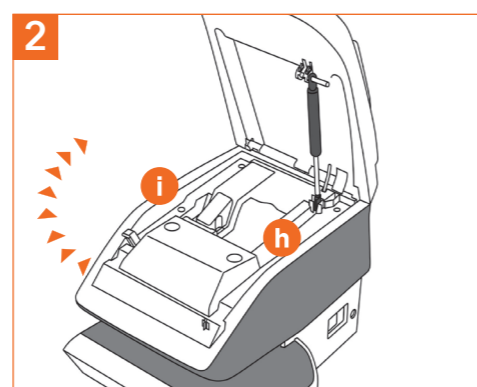
2 Lift the cover of the machine to reveal the ink cartridge (h) and meter (i) bays.

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

4 Insert the ink cartridge (h) at an angle 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 feeding table (b) – align the catch tray (c) to the right hand side of the machine.
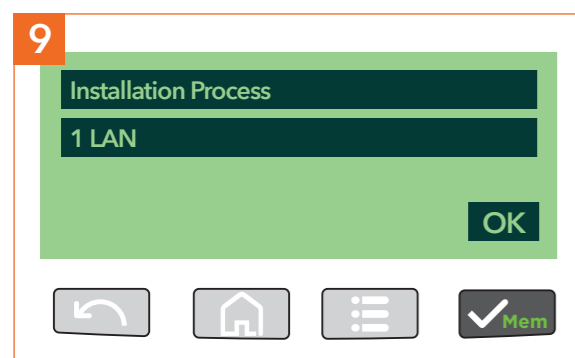
6 Lower weighing platform release panel at the back of the machine. Place weighing platform (d) on top of the machine and slide forward to lock. Lift panel to secure and clip cable into place.
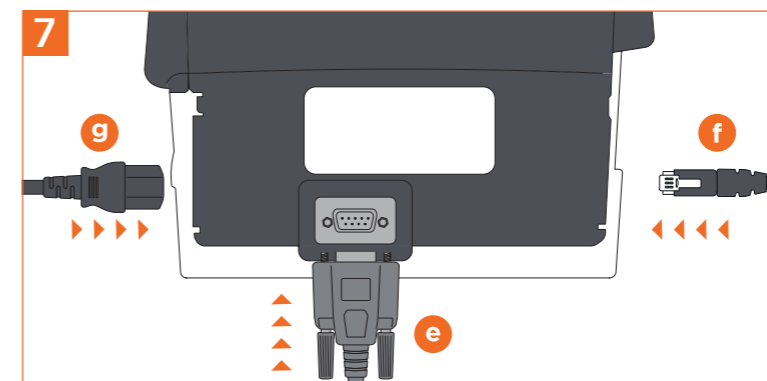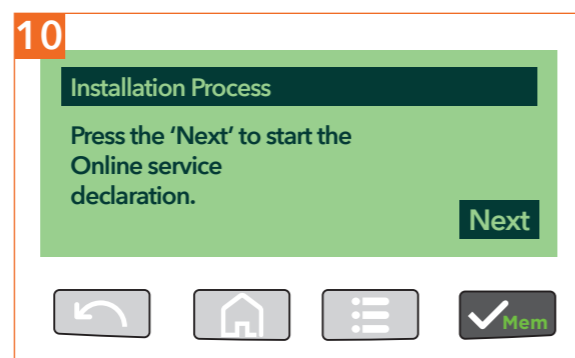
7 Connect the weighing platform connector (e) into the COM PORT on the back of the machine. Then connect the LAN cable (f) and power cable (g) to each side of the machine.
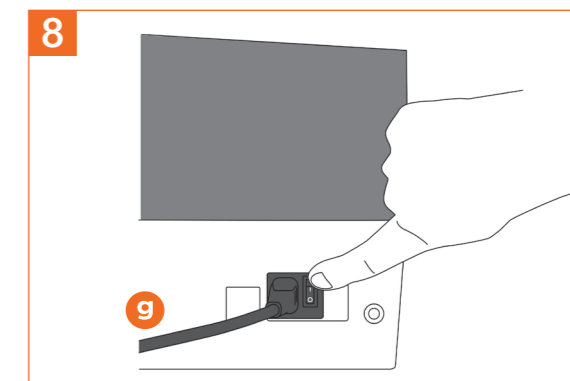
8 Turn on the machine using the switch behind the power cable (g) and follow the steps on screen.

9
Installation Process
1 LAN
OK

Select LAN and press ✓Mem to test connection type.

10
Installation Process
Press the 'Next' to start the Online service declaration.
Next

Follow the steps on screen to complete the procedure
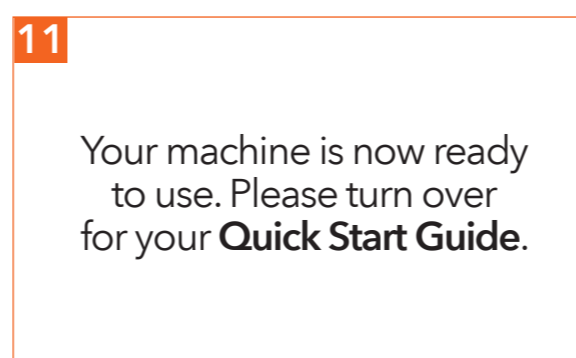
11
Your machine is now ready to use. Please turn over for your **Quick Start Guide**.

For more information or if you experience any issues, please visit : **www.frama.co.uk/Fx5**

Fx Series 5 Quick Start Guide
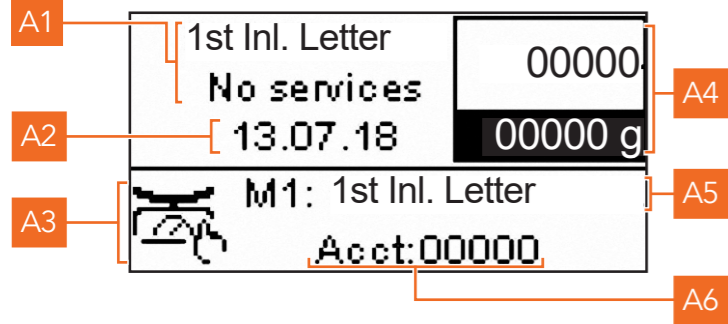
Getting to know your franking machine

Screen Information

```
A1 ──  1st Inl. Letter        00000    ── A4
A2 ──  No services
       13.07.18              00000 g   ── A4
A3 ──  [scale icon] M1: 1st Inl. Letter ── A5
                     Acct:00000        ── A6
```

A1 Rate and services
A2 Date printed
A3 Weighing type
A4 Postage and weight
A5 Job memory (can contain rate, imprint settings and account)
A6 Current account

Shortcut keys

```
B1          B6
B2   B4     B7
B3   B5     B8
```
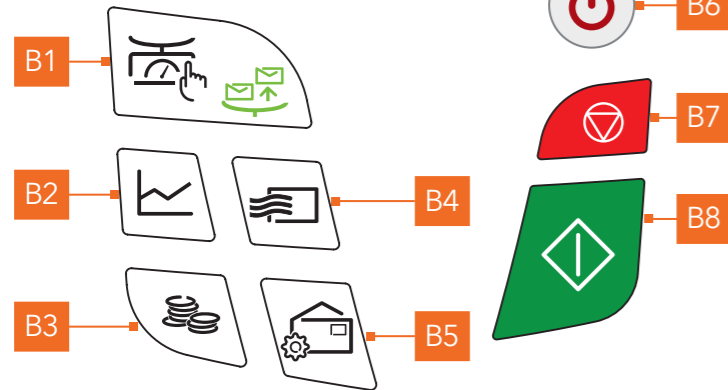
B1 **Short press :** Manual weight entry screen
       Long press : Differential weighing modes
B2 Reports
B3 Credit management
B4 Rate and services selection
B5 Type of imprint and imprint settings
B6 **Short press :** Sleep/wake (amber/green)
       Long press : Soft off
B7 Stops printing
B8 Starts printing

Quick steps to franking your mail

1 To reset the machine press :

Short Press : to clear the information on the screen
Long Press : access zero weighing platform function

Short Press : to wake the machine up with default settings
Long Press : soft off state

[home icon] to return to the home screen.

2a Select a rate (and services) :

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

```
1st Inl. Letter       00000
No services
13.07.18            00000 g
```

2b Change/add services:

1. Press [icon]

The Rate selection screen is displayed.

```
1st Inl. Letter       00000
No services          00000 g
1 1st Class      2 2nd Class
4 Inland         5 Intl
                 8 Adv. Rate
```

2. Use the keypad to choose a rate, service option or advanced rate.

3. When done, briefly press [✓ Mem] to confirm your selection and return to the home screen.

3 To weigh an item...

Put the mail on the platform:

1. Check that the A3 icon is [scale icon]

2. Put the envelope on the weighing platform

or, if you know the weight...

Key the weight in manually:

1. Press [icon]

2. Enter the weight and briefly press [✓ Mem]

4 When all steps are completed print the imprint :

1. Press [◇ icon] to start the motors of your franking machine.

2. When the rollers start, insert the mail into the machine from the left hand side.

Adding credit

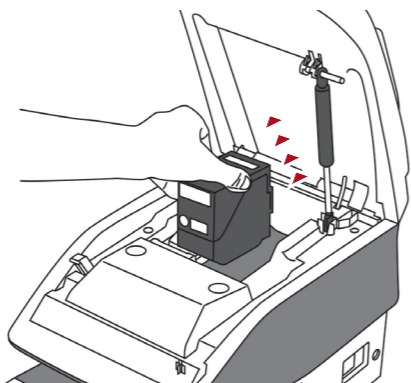Press [coins icon] choose **'Credit'** and follow the instructions on screen.

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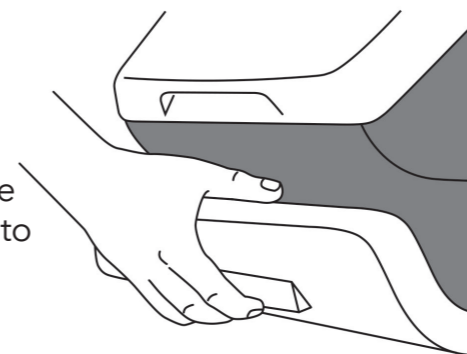
Changing the ink cartridge

1. On the new ink cartridge, remove the protective strips from the printing heads.

2. Lift machine cover and follow instructions printed on the sticker inside.

If Jamming occurs

1. Press [stop icon] on the keypad to stop the motor.

2. Under the base, lift up the release handle and use your other hand to remove the jammed envelope.

To access your full user guide, please visit:
www.frama.co.uk/Fx5