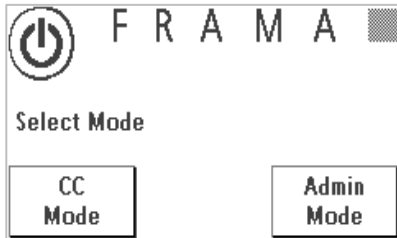


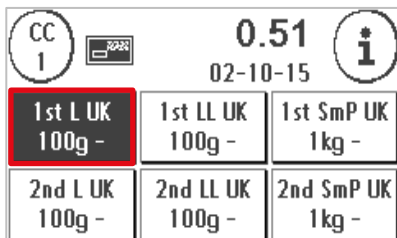
DETERMINING POSTAGE VALUES WITH THE MATRIX F12

1. Select Mode



Select "CC Mode", select Cost Centre, enter the PIN and confirm with "ENTER".

2. Selecting a product



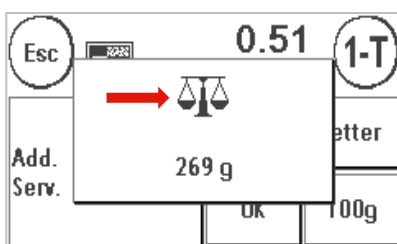
Start Menu:
Press the OneTouch key for the mail product required.

3. Put a letter on to the scales



Place a letter on to the scales. Depending on the selected weighing mode put one letter (single weighing mode) or a stack of letters onto the scale platform.

4. Confirming the postage value



Touch the scales on the weight pop-up screen to confirm the weight. The postage value will be calculated.

5. Franking the letter



Now simply frank the letter as normal.