



## SIMPLE TOOL

User Manual

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## 1. Simple Tool – what is it for?

It is a program enabling easy verification of communication with the fiscal printer via RS232, USB, Ethernet as well as configuration of such basic parameters as:

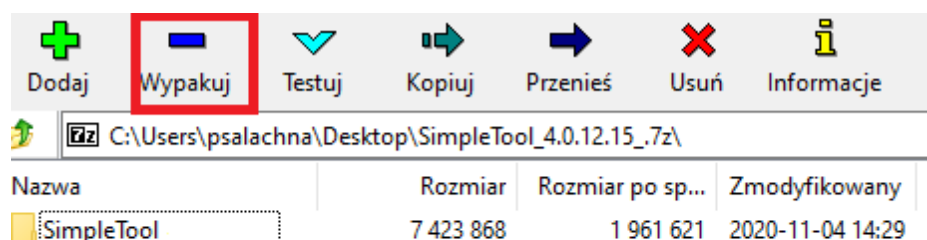
- Time setting,
- Code page setting,
- Header setting,
- Uploading and setting of images for fiscal/non-fiscal print-outs,
- Network configuration setting,
- Record currency setting,
- Print setting (font size, paper width)
- Statistical trailer setting,
- Test sales.

Furthermore, the program offers the option of preview and verification of data recorded in the electronic copy (microSD card) or protected memory, depending on whether an offline or online printer is connected.

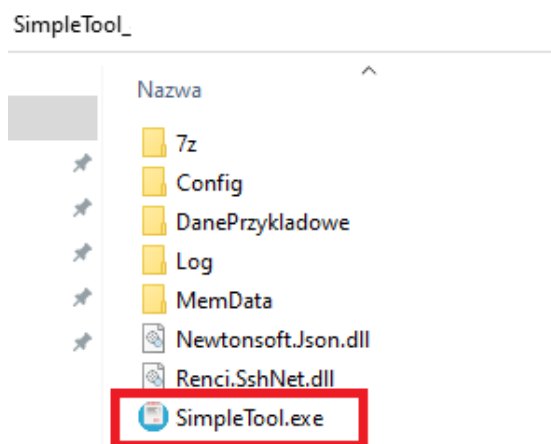
Program operation requires system Windows 7 or higher as well as .NET Framework 4.5.

## 2. Installation/first program start

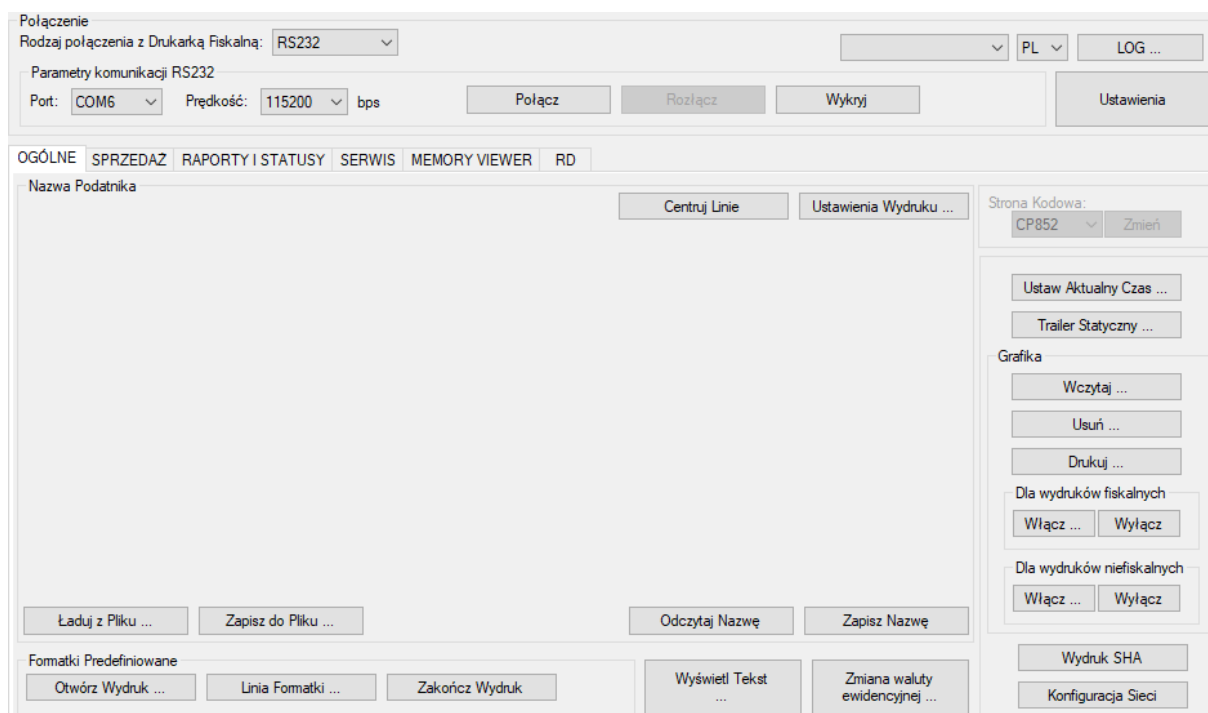
The program does not have to be installed on the computer to operate. Download and unzip it:



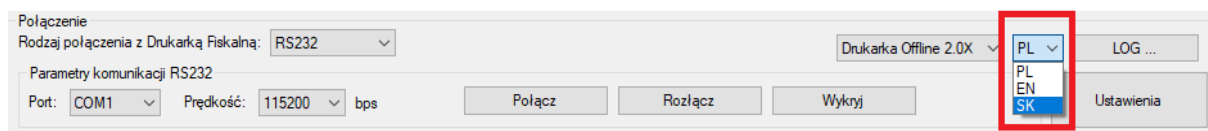
After unzipping, the created Simple Tool folder will contain further folders containing data and the program itself:



Launch *SimpleTool.exe* clicking it twice with the left mouse button. The following program window will appear:



In upper right corner it is possible to change program language:



### 3. Connection with the fiscal printer

The program offers three types of connection with the fiscal printer: Ethernet, RS232, USB.

### 3.1 Connection via Ethernet

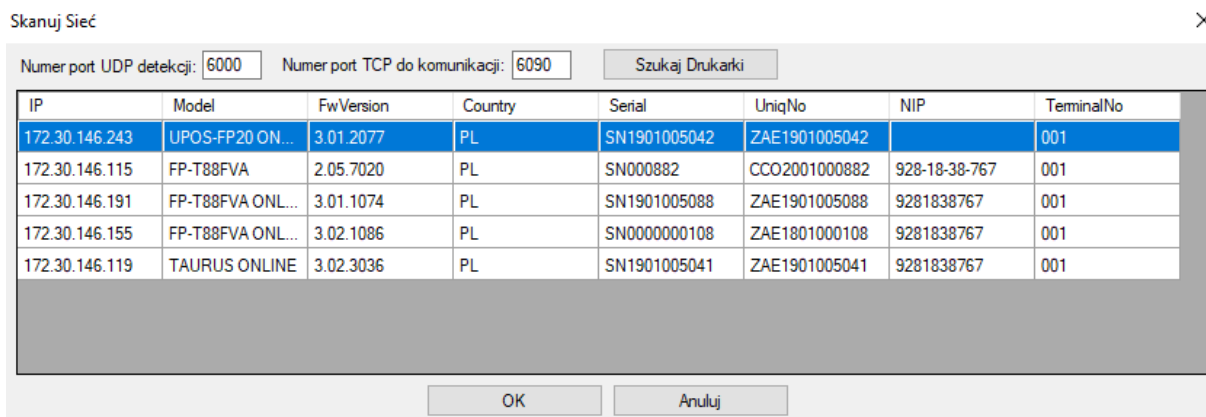
To connect Simple Tool with the fiscal printer via Ethernet, follow the four steps presented in the figure below.

- Step 1 – selection of the type of connection with the fiscal printer
- Step 2 – selection of the fiscal printer (online/offline)
- Step 3 - entering the IP address of the fiscal printer
- Step 4 – connection.

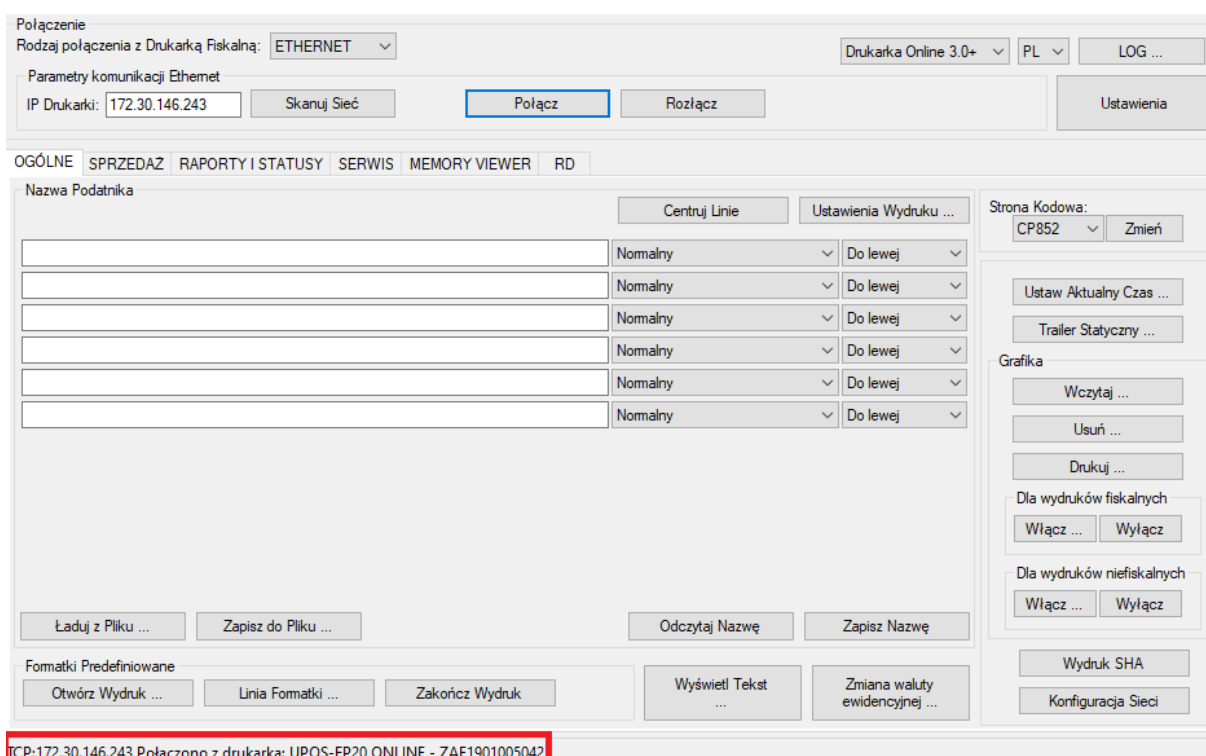
The screenshot displays the 'Połączenie' (Connection) window in the Simple Tool software. The interface is divided into several sections:

- Top Section:** 'Rodzaj połączenia z Drukarką Fiskalną' (Type of connection with Fiscal Printer) is set to 'ETHERNET' (Step 1). A dropdown menu for printer selection is open, showing 'Drukarka Online 3.0+', 'Drukarka Online 3.0+', and 'Drukarka Offline 2.0X' (Step 2).
- Parameters Section:** 'Parametry komunikacji Ethernet' (Ethernet communication parameters) includes an 'IP Drukarki:' (Printer IP) field (Step 3) and a 'Skanuj Sieć' (Scan Network) button. A 'Połącz' (Connect) button is highlighted (Step 4).
- Main Area:** 'Nazwa Podatnika' (Taxpayer Name) field, 'Centruj Linie' (Center Lines) button, and 'Ustawienia Wydruku ...' (Print Settings ...) button.
- Right Panel:** 'Strona Kodowa:' (Code Page) set to 'CP852', 'Zmień' (Change) button, 'Ustaw Aktualny Czas ...' (Set Current Time ...), 'Trailer Statyczny ...' (Static Trailer ...), 'Grafika' (Graphics) section with 'Wczytaj ...' (Load ...), 'Usuń ...' (Delete ...), and 'Drukuj ...' (Print ...) buttons. Below are sections for 'Dla wydruków fiskalnych' (For fiscal prints) and 'Dla wydruków нефiskalnych' (For non-fiscal prints), each with 'Włącz ...' (Enable ...) and 'Wyłącz' (Disable) buttons. At the bottom are 'Wydruk SHA' (SHA Print) and 'Konfiguracja Sieci' (Network Configuration) buttons.
- Bottom Section:** 'Formatki Predefiniowane' (Predefined Formats) with 'Otwórz Wydruk ...' (Open Print ...), 'Linia Formatki ...' (Format Line ...), 'Zakończ Wydruk' (End Print), 'Wyświetl Tekst ...' (Display Text ...), and 'Zmiana waluty ewidencyjnej ...' (Change Accounting Currency ...).

If you do not know the IP address of the printer, you can use the option *skanuj sieć* (scan the network) - if the printer is visible in the network, the program should find it. Choose the device you want to connect with from the list of found devices and click *OK*.



Successful connection with the printer will be confirmed by the information displayed in the left bottom corner of the program window.



### 3.2 Connection via RS232

To connect Simple Tool with the fiscal printer via RS232, follow the five steps presented in the figure below.

- Step 1 – selection of the type of connection with the fiscal printer,
- Step 2 – selection of the fiscal printer (online/offline),
- Step 3 – selection of the COM port,
- Step 4 – speed setting,
- Step 5 – connection.

The default speed of the device is 115200; if the transmission of the desired fiscal printer is different, change it in step 4.

The screenshot shows the 'Połączenie' (Connection) window in the Simple Tool software. The configuration is as follows:

- Rodzaj połączenia z Drukarką Fiskalną:** RS232 (Step 1)
- Drukarka:** Drukarka Online 3.0+ (Step 2)
- Port:** COM4 (Step 3)
- Prędkość:** 115200 bps (Step 4)
- Buttons:** Połącz (Step 5), Rozłącz, Wykryj, Ustawienia

Below the configuration, there are several sections:

- Raporty:** A grid of report buttons including 'Dobowy (Bez Wydruku)', 'Raport Okresowy', 'Raport Miesięczny', 'Łączny Raport Okresowy', 'Raport Zdarzeń', 'Informacyjny', 'Towarów Zablokowanych', 'Kasowania RAM', 'Raport Zmian Stawek Vat', and 'Raport Rozliczeniowy'.
- Statusy:** A grid of status buttons including 'Status Długi', 'Status Rozszerzony', 'Status Wewnętrzny', 'Status Online', 'Odczyt Czasu i Daty', 'Odczyt Stawek Vat', and 'Dane Drukarki'.
- Totalizery i Parametry:** A grid of buttons including 'Totalizery Paragonu', 'Totalizery Faktury', 'Odczyt Licznika', and 'Odczyt Właściwości'.

Successful connection with the printer will be confirmed by the information displayed in the left bottom corner.

RS:COM4 Połączono z drukarką: FP-T88FVA ONLINE - ZAE1901005088

### 3.3 Connection via USB

To connect Simple Tool with the fiscal printer via USB, follow the five steps presented in the figure below.

- Step 1 – selection of the type of connection with the fiscal printer, **NOTE: RS232 must be selected**
- Step 2 – selection of the fiscal printer (online/offline),
- Step 3 – selection of the COM port, **NOTE: USB detected as another COM port,**
- Step 4 – speed setting,
- Step 5 – connection.

The default speed of the device is 115200; if the transmission of the desired fiscal printer is different, change it in step 4.

Połączenie  
 Rodzaj połączenia z Drukarką Fiskalną: RS232 **1** **2** PL LOG ...

Parametry komunikacji RS232  
 Port: COM16 **3** Prędkość: 115200 **4** bps **Połącz 5** Rozłącz Wykryj Ustawienia

OGÓLNE SPRZEDAŻ RAPORTY I STATUSY **SERWIS** MEMORY VIEWER RD

Raporty

Dobowy	Dobowy (Bez Wydruku)	Raport Okresowy ...	Raport Miesięczny ...	Łączny Raport Okresowy ...	Raport Zdarzeń ...
Informacyjny	Towarów Zablokowanych	Kasowania RAM	Raport Zmian Stawek Vat	Raport Rozliczeniowy ...	

Statusy

Status Długi	Status Rozszerzony	Status Wewnętrzny	Status Online
Odczyt Czasu i Daty	Odczyt Stawek Vat	Dane Drukarki	

Totalizery i Parametry

Totalizery Paragonu	Totalizery Faktury	Odczyt Licznika	Odczyt Właściwości
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RS:COM16 Połączono z drukarką: UPOS-FP20 ONLINE - ZAE1901005042

## 4. Online printer

### 4.1 Protected memory read-out

Protected memory can be read to gain access to the fiscal and non-fiscal documents recorded in it. To do this, go to the *Memory Viewer* tab and click *odczytaj pamięć chronioną* (read out protected memory).

OGÓLNE SPRZEDAŻ RAPORTY I STATUSY SERWIS **MEMORY VIEWER** RD

Widok Drzewa Podgląd

Odśwież Widok **Odczytaj Pamięć Chronioną**

Zdarzenia	Raport Fiskalizacji	Raport Dobowy	Paragon	Faktura	Wydruk Niefiskalny
			Paragon Anulowany	Faktura Anulowana	

Szukaj JPKID

Wysyłki Pokaż Harmonogram Pokaż Grafiki

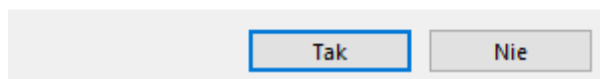
Zrzut Pamięci

Wydruk Dokumentu

Wczytano indeks pamięci chronionej

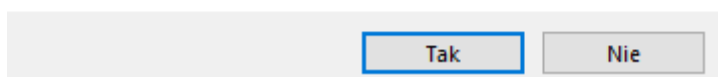
After you click *odczytaj pamięć chronioną* (read out protected memory), the following message will appear:

Wykryto lokalne pliki.  
Czy chcesz odczytać snapshot pamięci chronionej z:  
25-07-2020 12:06

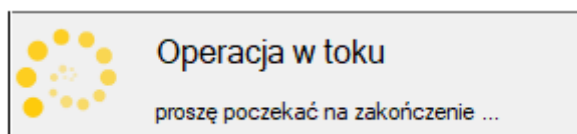


When you select *tak* (yes), you will be prompted as follows:

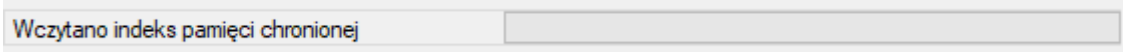
Wykryto różnice między niektórymi plikami lokalnymi a drukarką.  
Czy chcesz pobrać te pliki na nowo?



Click *tak* (yes) to start downloading data from the protected memory. The read-out time depends on the number of documents recorded in the protected memory. The more documents, the longer the waiting time for data read-out. The below message informs that data read-out is in progress.



After the operation is complete, the information *wczytano indeks pamięci chronionej* (protected memory index uploaded) will appear in the left bottom corner.



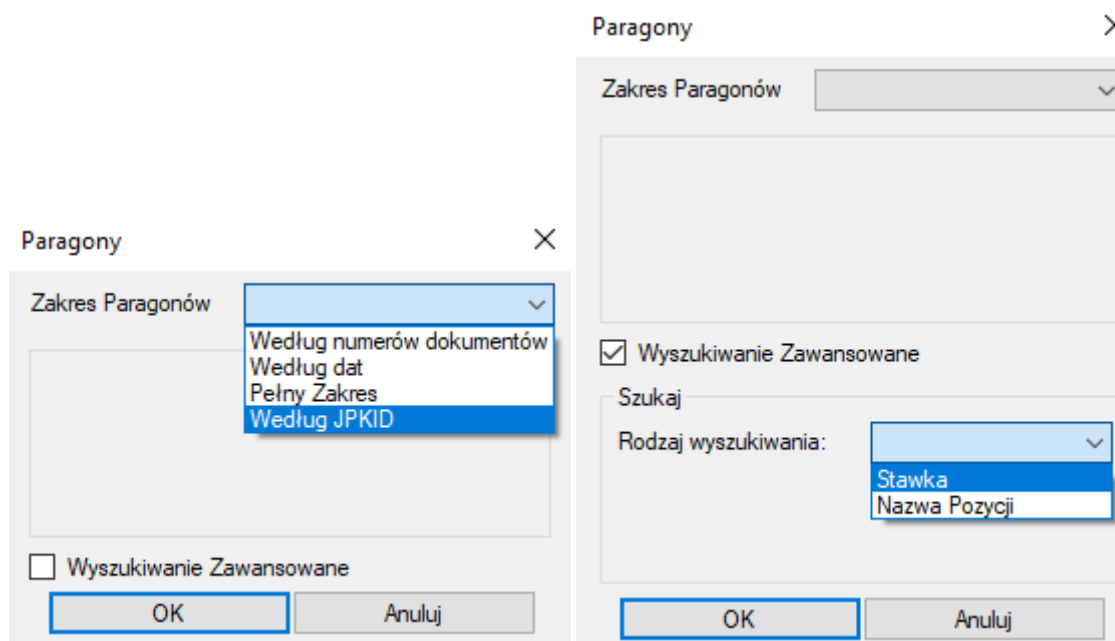
## 4.2 Search for receipts

Documents can be searched for by the following criteria:

- Document number,
- Date,
- Document JPKID number,
- VAT rate,
- Item name.

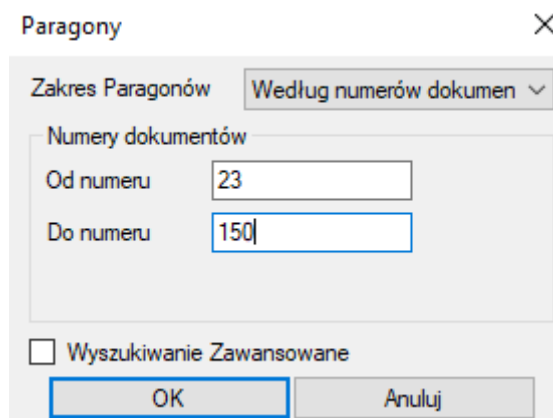
Additionally, read-out of the full range of receipts that have been generated since the beginning of printer operation is possible.

To start the search, select the field *paragon (receipt)*. In the new window, select the desired search criterion from the available list and click *OK*.



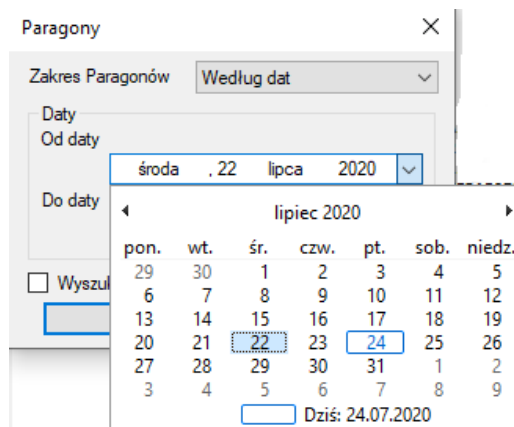
#### 4.2.1 Search by document number

In the fields *od numeru / do numeru (from number / to number)*, enter the desired range of receipt numbers and click *OK*. After a moment, a message informing about read-out will appear in the left bottom corner of the window and the read-out progress bar will be visible. When the operation is complete, the selected range of receipts will be displayed on the left side of the window.



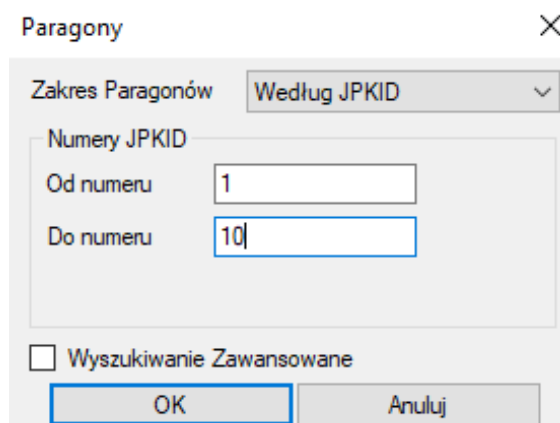
#### 4.2.2 Search by dates

Select the date range you are interested in from the drop-down list, confirm it with **OK** and wait for the read-out. Similarly to the previous case, a message informing about read-out will appear in the corner and the read-out progress bar will be visible. When the operation is complete, the selected range of receipts will be displayed.



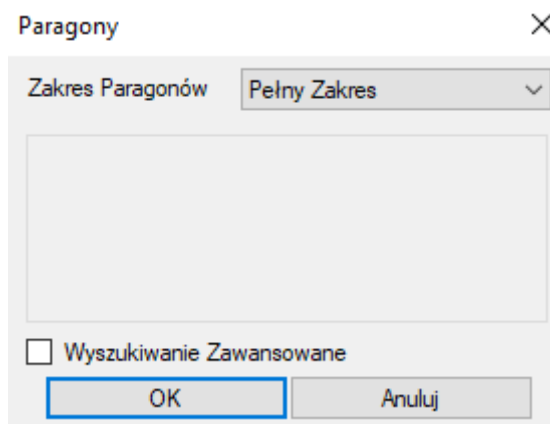
#### 4.2.3 Search by JPKID numbers

In the fields *od / do (from / to)*, enter the desired range of receipt JPKID numbers and click **OK**. After a moment, a message informing about read-out will appear in the left bottom corner and the read-out progress bar will be visible. When the operation is complete, the selected range of receipts will be displayed in the preview window.



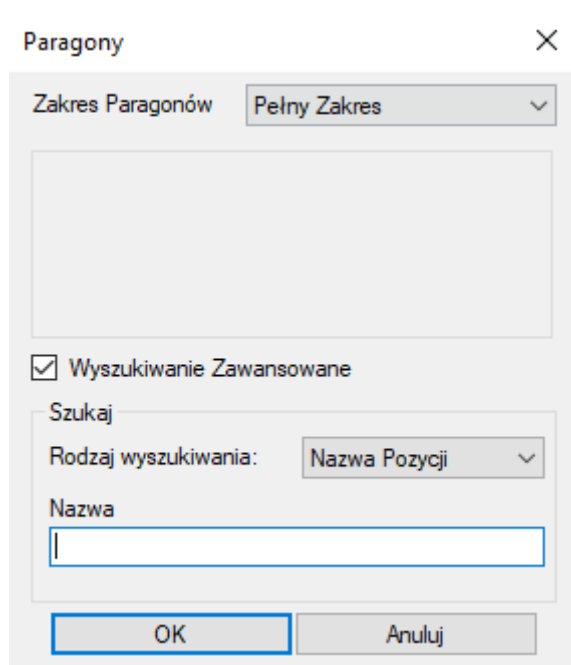
#### 4.2.4 Search for the full range of receipts

The selected operation shows all receipts recorded in the protected memory. The read-out time depends on the number of documents registered by the printer. A message informing about read-out will appear in the left bottom corner and the read-out progress bar will be visible. When the operation is complete, the full range of receipts will be displayed in the preview window.



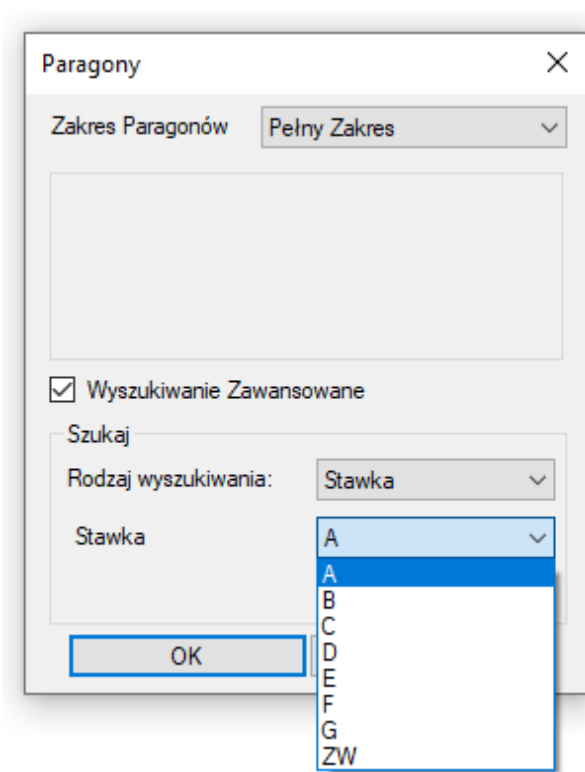
#### 4.2.5 Search by item name

Choosing this option enables searching for all receipts containing a specific name of goods. In the field *rodzaj wyszukiwania* (search type), select *nazwa pozycji* (item name) from the drop-down list, enter the name of the goods and confirm with *OK*.



#### 4.2.6 Search by VAT rate

Choosing this option enables searching for all receipts containing goods at a specific VAT rate. In the field *rodzaj wyszukiwania* (search type), select *stawka* (rate) from the drop-down list and, subsequently, select the desired VAT rate from the drop-down list and confirm it with *OK*.



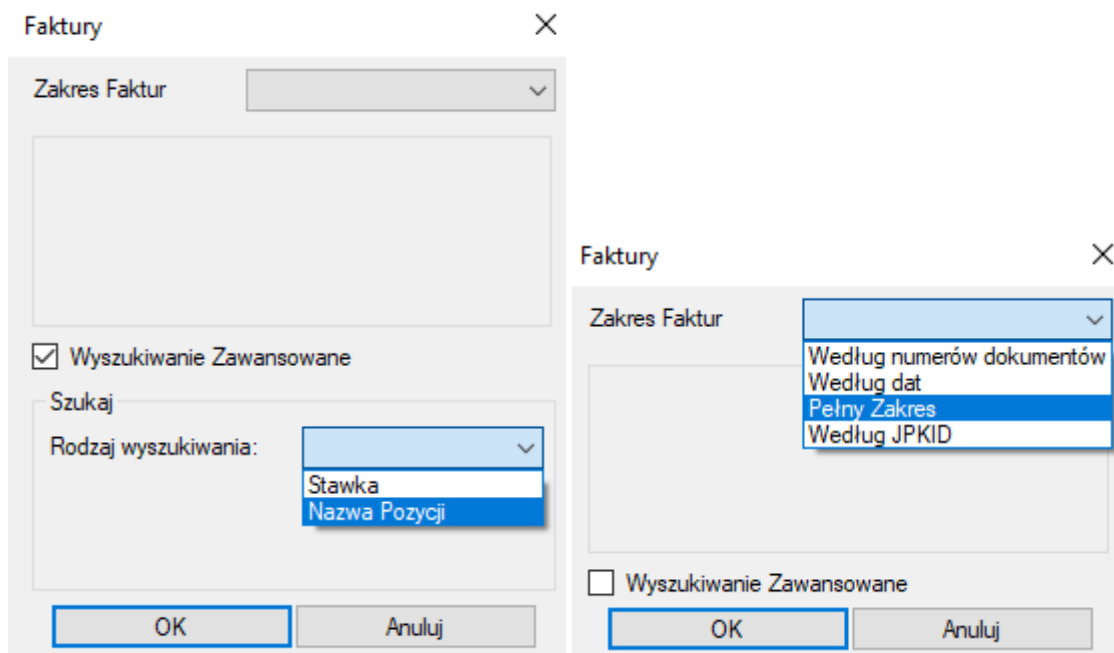
#### 4.3 Search for invoices

Documents can be searched for by the following criteria:

- Document number,
- Date,
- Document JPKID number,
- VAT rate,
- Item name.

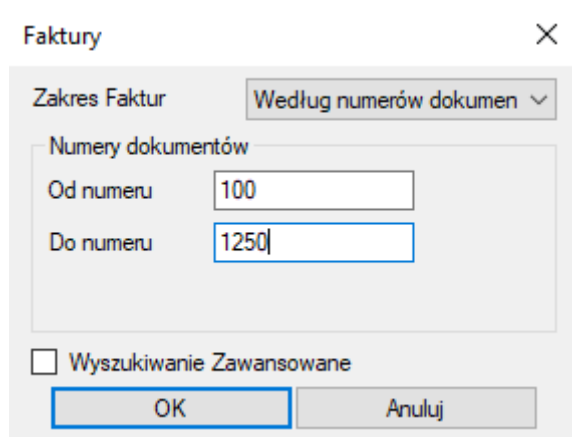
Additionally, read-out of the full range of invoices that have been generated since the beginning of printer operation is possible.

To start the search, select the field *faktura* (invoice). In the new window, select the desired search criterion from the available list and click *OK*.



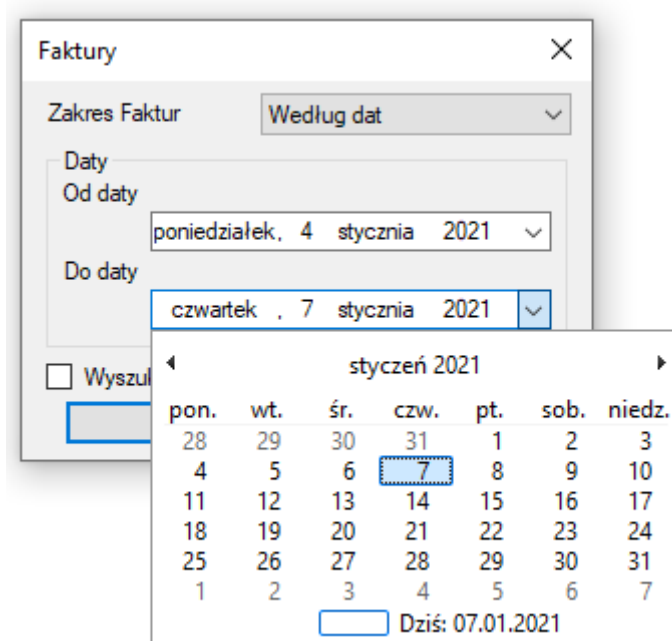
#### 4.3.1 Search by document number

In the fields *od numeru / do numeru* (from number / to number), enter the desired range of invoice numbers and click *OK*. After a moment, a message informing about read-out will appear in the left bottom corner of the window and the read-out progress bar will be visible. When the operation is complete, the selected documents will be displayed on the left side of the window.



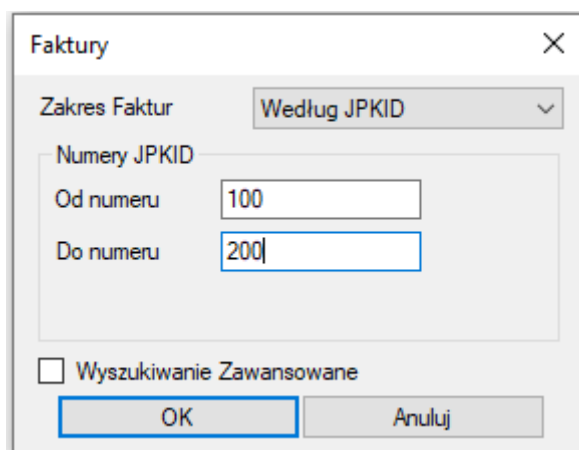
#### 4.3.2 Search by dates

Select the date range you are interested in from the drop-down list, confirm it with *OK* and wait for the read-out. Similarly to the previous case, a message informing about read-out will appear in the corner and the read-out progress bar will be visible. When the operation is complete, the selected range of invoices will be displayed.



#### 4.3.3 Search by JPKID numbers

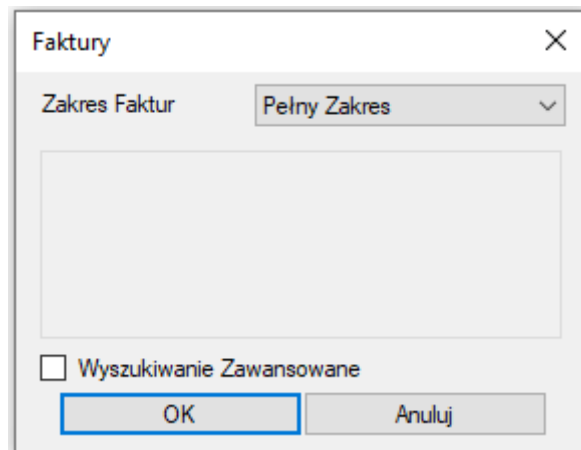
In the fields *od / do (from / to)*, enter the desired range of invoice JPKID numbers and click *OK*. After a moment, a message informing about read-out will appear in the left bottom corner and the read-out progress bar will be visible. When the operation is complete, the selected range of documents will be displayed in the preview window.



#### 4.3.4 Search for the full range of invoices

The selected operation shows all invoices recorded in the protected memory. The read-out time depends on the number of documents registered by the printer. During the read-out, a message informing about the process will appear in the left bottom corner and the read-out

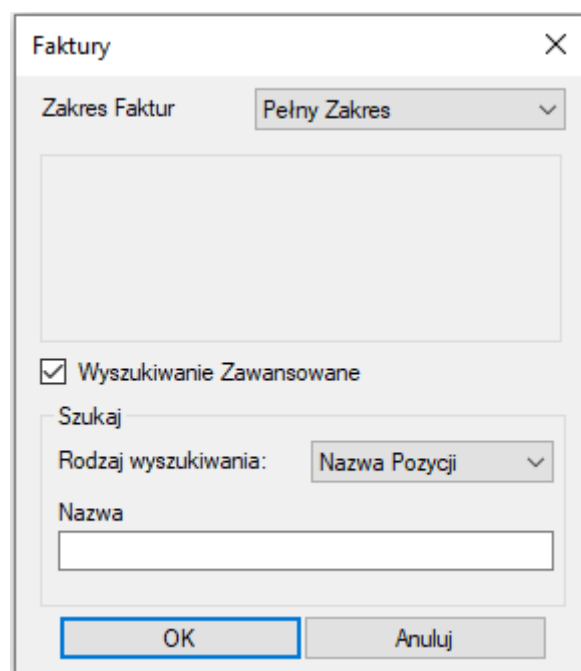
progress bar will be visible. When the operation is complete, the full range of invoices will be displayed in the preview window.



The screenshot shows a dialog box titled "Faktury". At the top right is a close button (X). Below the title bar, there is a label "Zakres Faktur" followed by a dropdown menu currently showing "Pełny Zakres". Below this is a large, empty rectangular area. At the bottom left, there is a checkbox labeled "Wyszukiwanie Zawansowane" which is currently unchecked. At the bottom right, there are two buttons: "OK" (highlighted with a blue border) and "Anuluj".

#### 4.3.5 Search by item name

Choosing this option enables searching for all invoices containing a specific name of goods. In the field *rodzaj wyszukiwania* (search type), select *nazwa pozycji* (item name) from the drop-down list, enter the name of the goods and confirm with *OK*.

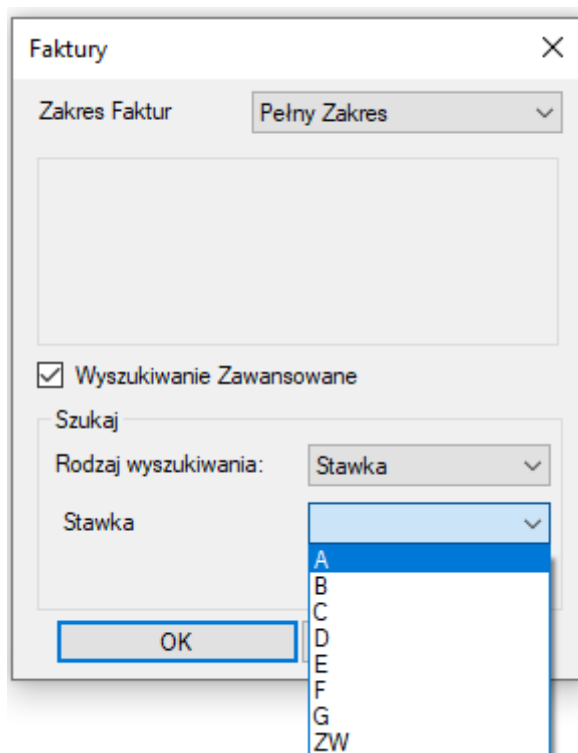


The screenshot shows the same "Faktury" dialog box. The "Wyszukiwanie Zawansowane" checkbox is now checked. Below it, there is a section titled "Szukaj" containing a dropdown menu labeled "Rodzaj wyszukiwania:" which is set to "Nazwa Pozycji". Below this dropdown is a text input field labeled "Nazwa" which is currently empty. The "OK" button remains highlighted with a blue border.

#### 4.3.6 Search by VAT rate

Choosing this option enables search for all invoices containing goods

at a specific VAT rate. In the field *rodzaj wyszukiwania* (search type), select *stawka* (rate) from the drop-down list and, subsequently, select the desired VAT rate from the drop-down list and confirm it with *OK*.



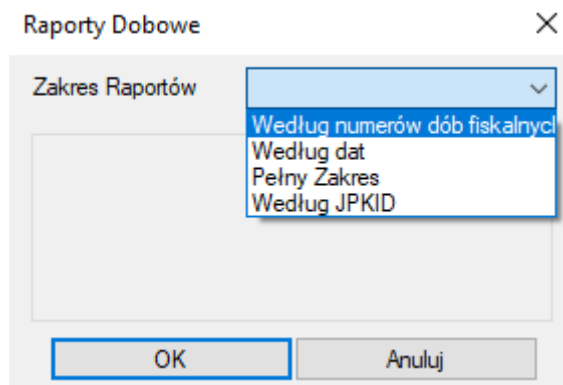
#### 4.4 Search for day reports

Day reports can be searched for by the following criteria:

- Fiscal day number,
- Date,
- Document JPKID number.

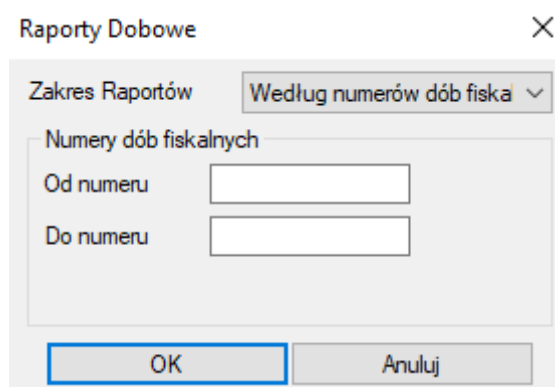
Additionally, read-out of the full range of reports that have been generated since the beginning of printer operation is possible.

To start the search, select the field *raport dobowy* (day report). In the new window, select the desired search criterion from the available list, click *OK* and wait for the data read-out.



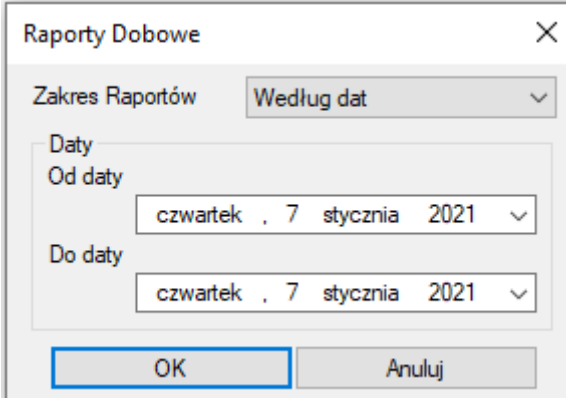
#### 4.4.1 Search by fiscal day numbers

In the fields *od numeru / do numeru* (from number / to number), enter the desired range of day numbers and click *OK*. After a moment, a message informing about read-out will appear in the left bottom corner of the window and the read-out progress bar will be visible. When the operation is complete, the selected documents will be displayed on the left side of the window.



#### 4.4.2 Search by dates

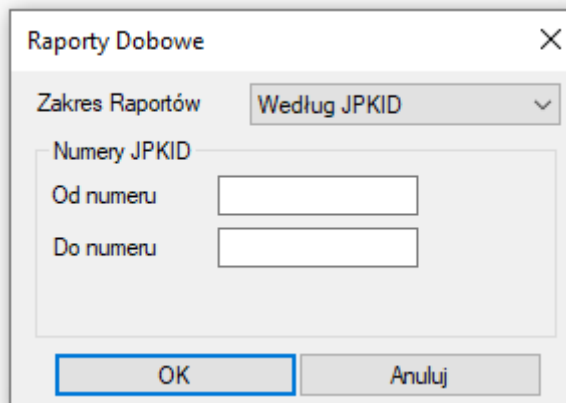
Select the date range you are interested in from the drop-down list, confirm it with *OK* and wait for the read-out. Similarly to the previous case, a message informing about read-out will appear in the corner and the read-out progress bar will be visible. When the operation is complete, the selected range of documents will be displayed.



The screenshot shows a dialog box titled "Raporty Dobowe" with a close button (X) in the top right corner. Below the title bar, there is a dropdown menu labeled "Zakres Raportów" with "Według dat" selected. Underneath, there is a section labeled "Daty" containing two date selection fields: "Od daty" and "Do daty". Both fields are set to "czwartek . 7 stycznia 2021". At the bottom of the dialog, there are two buttons: "OK" and "Anuluj".

#### 4.4.3 Search by JPKID numbers

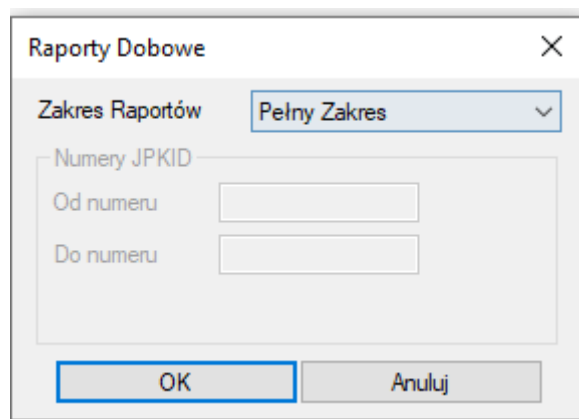
In the fields *od / do (from / to)*, enter the desired range of day report JPKID numbers and click **OK**. After a moment, a message informing about read-out will appear in the left bottom corner and the read-out progress bar will be visible. When the operation is complete, the selected range of documents will be displayed in the preview window.



The screenshot shows the same "Raporty Dobowe" dialog box, but with "Według JPKID" selected in the "Zakres Raportów" dropdown menu. The "Daty" section is replaced by a section labeled "Numery JPKID" containing two empty text input fields: "Od numeru" and "Do numeru". The "OK" and "Anuluj" buttons remain at the bottom.

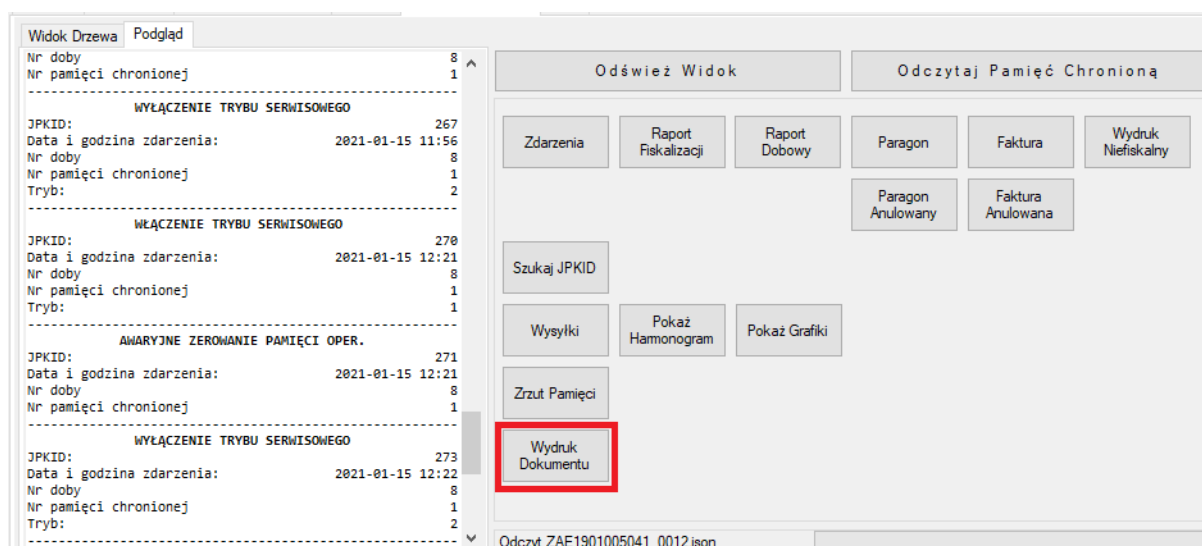
#### 4.4.4 Search for the full range of day reports

The selected operation shows all day reports recorded in the protected memory. The read-out time depends on the number of documents registered by the printer. During the read-out, a message informing about the process will appear in the left bottom corner and the read-out progress bar will be visible. When the operation is complete, the full range of registered day reports will be displayed in the preview window.



#### 4.5 Printing selected documents

Selected documents can be printed from the application on the fiscal printer. To print the documents, select them according to the above described criteria and click *wydruk dokumentu* (print the document).



Printing from the protected memory is possible both for an open and closed fiscal day. **NOTE: Printing will not be possible after the receipt/invoice or the non-fiscal printout is open. The printer cannot run sales during printing. Restart stops the printing from the protected memory and it will not be resumed automatically after the device starts.**

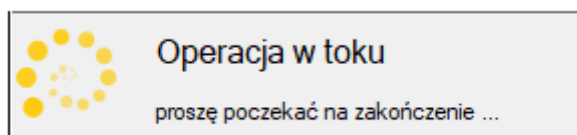
## 5. Offline printer

## 5.1 EJ read-out

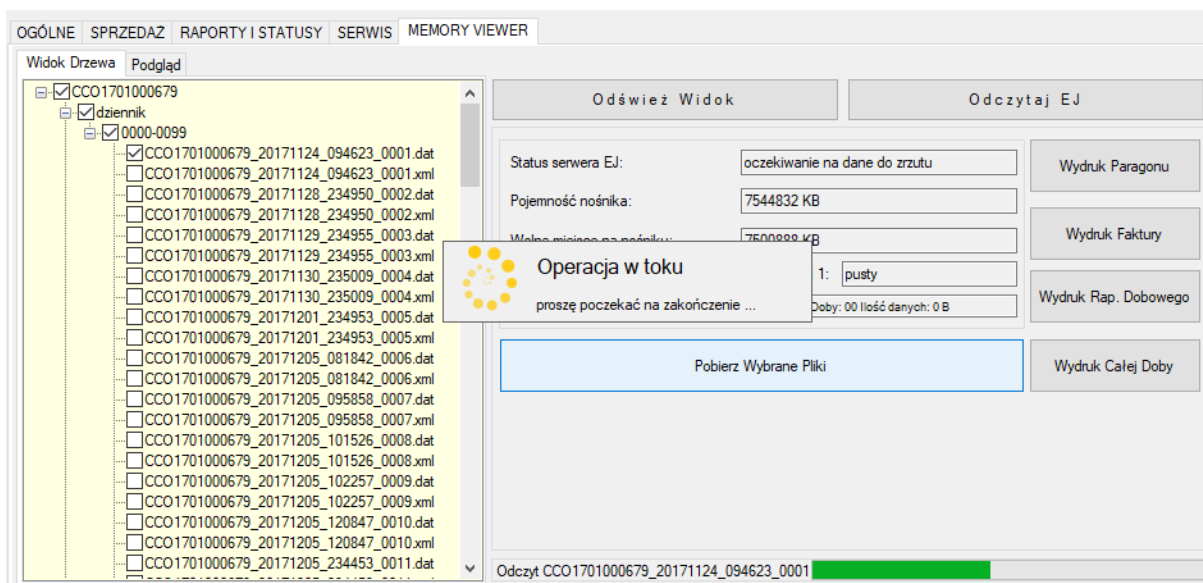
The fiscal printer holds records of documents in the form of an electronic copy (EJ). To read out EJ, connect with the fiscal printer, go to the *Memory Viewer* tab and click *odczytaj EJ (read out EJ)*.

The screenshot shows the 'MEMORY VIEWER' tab selected in the application. The interface includes a top navigation bar with tabs: OGÓLNE, SPRZEDAŻ, RAPORTY I STATUSY, SERWIS, MEMORY VIEWER, and RD. Below the navigation bar, there are two sub-tabs: 'Widok Drzewa' and 'Podgląd'. The main content area is divided into two sections. On the left is a large yellow rectangular area. On the right, there is a control panel with several buttons and input fields. The 'Odczytaj EJ' button is highlighted with a red border. Other buttons include 'Odśwież Widok', 'Wydruk Paragonu', 'Wydruk Faktury', 'Wydruk Rap. Dobowego', 'Pobierz Wybrane Pliki', and 'Wydruk Całej Doby'. There are also input fields for 'Status serwera EJ:', 'Pojemność nośnika:', 'Wolne miejsce na nośniku:', 'Blok EJ 0:', and 'Blok EJ 1:'. At the top right of the control panel, there are buttons for 'Drukarka Offline 2.0X', 'PL', and 'LOG ...'. Below these are buttons for 'Połącz', 'Rozłącz', 'Wykryj', and 'Ustawienia'.

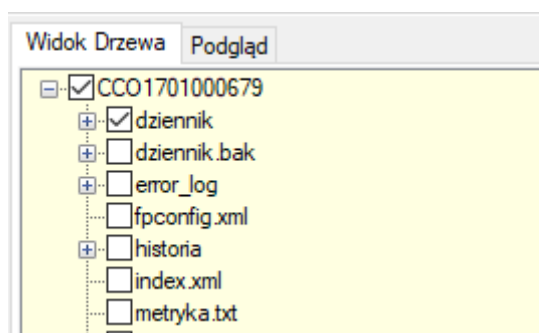
The read-out time depends on the number of recorded documents. The more documents to download, the longer the waiting time. The below message informs that the process is in progress.



Additionally, the read-out progress bar will be visible in the right bottom corner.



After the read-out ends, the following folders will be available in the *widok drzewa (directory tree)* window: dziennik, dziennik.bak, historia, index, metryka, error\_log.



The structure and format of data recorded on microSD cards is as follows:

FILE NAME	FILE DESCRIPTION
INDEX.XML	carrier index in the XML format
METRYKA.TXT	carrier metadata - text file
SIGNATURES.XML	file with the carrier signature - the file is created when the carrier is closed
HISTORIA/<NR_UNIKATOWY>.XML	history of records in the XML format
HISTORIA/<NR_UNIKATOWY>.XML-BAK	history of records in the XML format - file copy
DZIENNIK/XXXX-XXXX/<NR_UNIKATOWY>_<DATA>_<GODZ>_<NR_DOBY>.DAT	files with printout copies
DZIENNIK/XXXX-XXXX/<NR_UNIKATOWY>_<DATA>_<GODZ>_<NR_DOBY>.XML	.dat file content index
DZIENNIK.BAK/XXXX-XXXX/<NR_UNIKATOWY>_<DATA>_<GODZ>_<NR_DOBY>.DAT	file with printout copies - file copy
DZIENNIK.BAK/XXXX-XXXX/<NR_UNIKATOWY>_<DATA>_<GODZ>_<NR_DOBY>.XML	.dat file content index - file copy

**ERROR\_LOG/<DATA>.TXT**

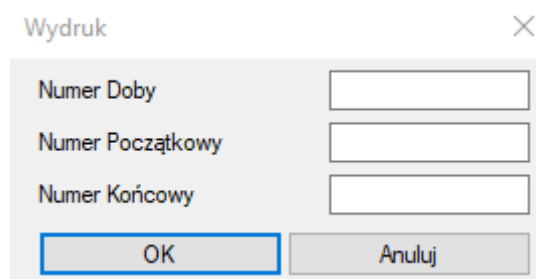
text files containing the history of errors in communication with POS

xxxx-xxxx – name of the directory, indicating determining data from 100 consecutive day reports, e.g. 0000-0099 - day reports from 1 to 100.

The files in the catalogue dziennik.bak and file historia/<nr\_unikatowy>.xml-bak are copies of the proper files containing sales data - their generation by the printer can be disabled.

### 5.1.1 Receipt printing

To print a copy of a receipt recorded on the microSD card on the fiscal printer, complete the fields *numer doby (day number)* and *numer paragonu (receipt number)* for the given day. A range of receipts can be also printed. To do this, enter *numer początkowy (initial number)* and *numer końcowy (end number)*.



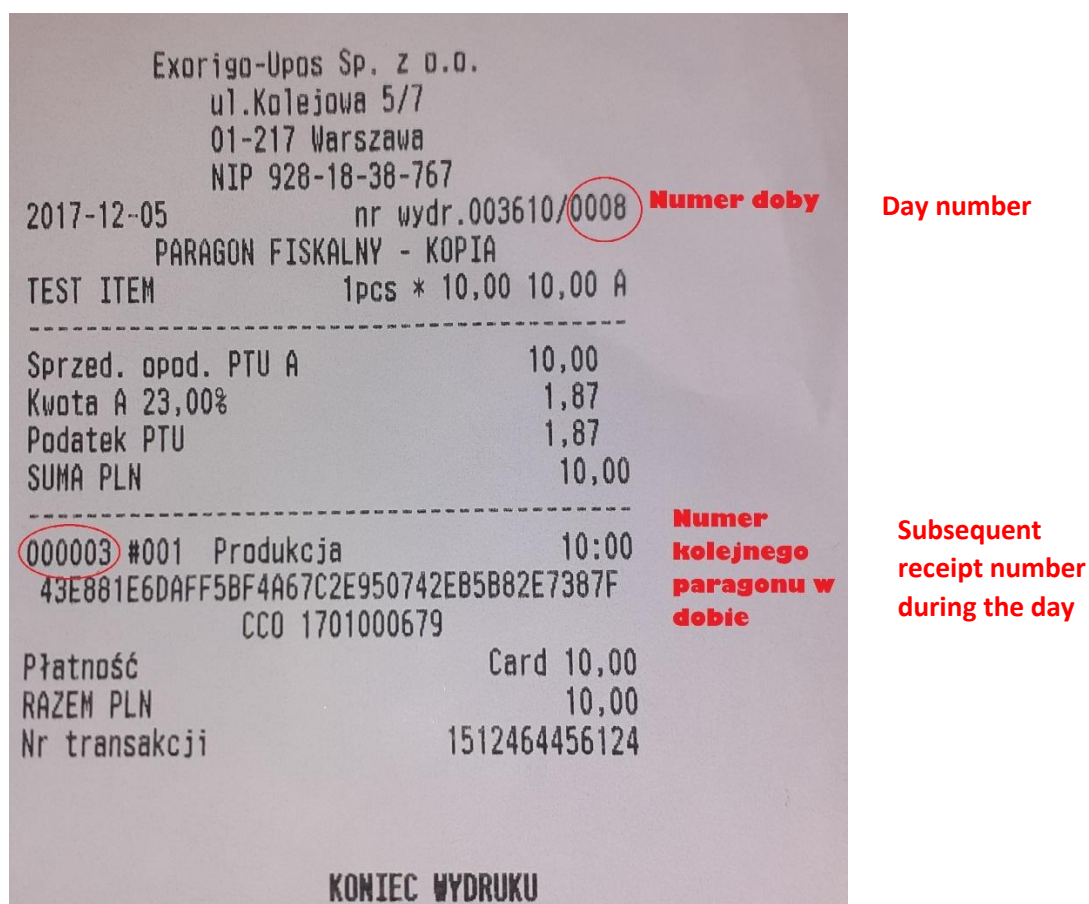
Wydruk

Numer Doby

Numer Początkowy

Numer Końcowy

OK Anuluj



**NOTE: Printing will not be possible after the receipt/invoice or the non-fiscal printout is open. The printer cannot run sales during printing. Restart stops the printing from the protected memory and it will not be resumed automatically after the device starts.**

### 5.1.2 Invoice printing

To print a copy of an invoice recorded on the microSD card on the fiscal printer, complete the fields *numer doby* (day number) and *numer paragonu* (invoice number).

Wydruk ×

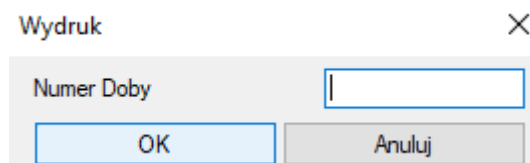
Numer Doby

Numer Faktury

**NOTE: Printing will not be possible after the receipt/invoice or the non-fiscal printout is open. The printer cannot run sales during printing. Restart stops the printing from the protected memory and it will not be resumed automatically after the device starts.**

### 5.1.3 Day report printing

To print a copy of a day report recorded on the microSD card on the fiscal printer, complete the field *numer doby* (day number).



The day number in the print-out is always on the left side, under the from/to lines:

**Day number**

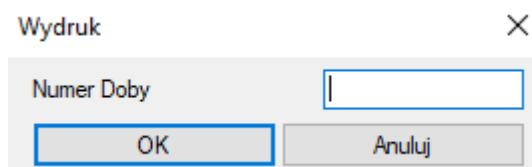
```

Exorigo-Upas Sp. z o.o.
ul.Kolejowa 5/7
01-217 Warszawa
NIP 928-18-38-767
nr wydr.003799
RAPORT FISKALNY DOBOWY - KOPIA
Od: 05.12.2017 10:00
Do: 05.12.2017 10:15
-----
000008 Numer doby 2017-12-05
-----
PTU A 23,00 %
PTU B 8,00 %
PTU C 5,00 %
PTU D 0,00 %
PTU E --,--
PTU F --,--
G SP.ZW
-----
SPRZEDAŻ OPOD. PTU A 1552,85
SPRZEDAŻ OPOD. PTU B 0,00
SPRZEDAŻ OPOD. PTU C 0,00
SPRZEDAŻ OPOD. PTU D 0,00
SPRZEDAŻ OPOD. PTU AFV 0,00
SPRZEDAŻ OPOD. PTU BFV 0,00
SPRZEDAŻ OPOD. PTU CFV 0,00
SPRZEDAŻ OPOD. PTU DFV 0,00
SP.ZW PTU G 0,00
SP.ZW PTU GFV 0,00
KWOTA PODATKU PTU A 357,15
KWOTA PODATKU PTU B 0,00
KWOTA PODATKU PTU C 0,00
KWOTA PODATKU PTU D 0,00
KWOTA PODATKU PTU AFV 0,00
KWOTA PODATKU PTU BFV 0,00
KWOTA PODATKU PTU CFV 0,00

```

### 5.1.4 Full day printout

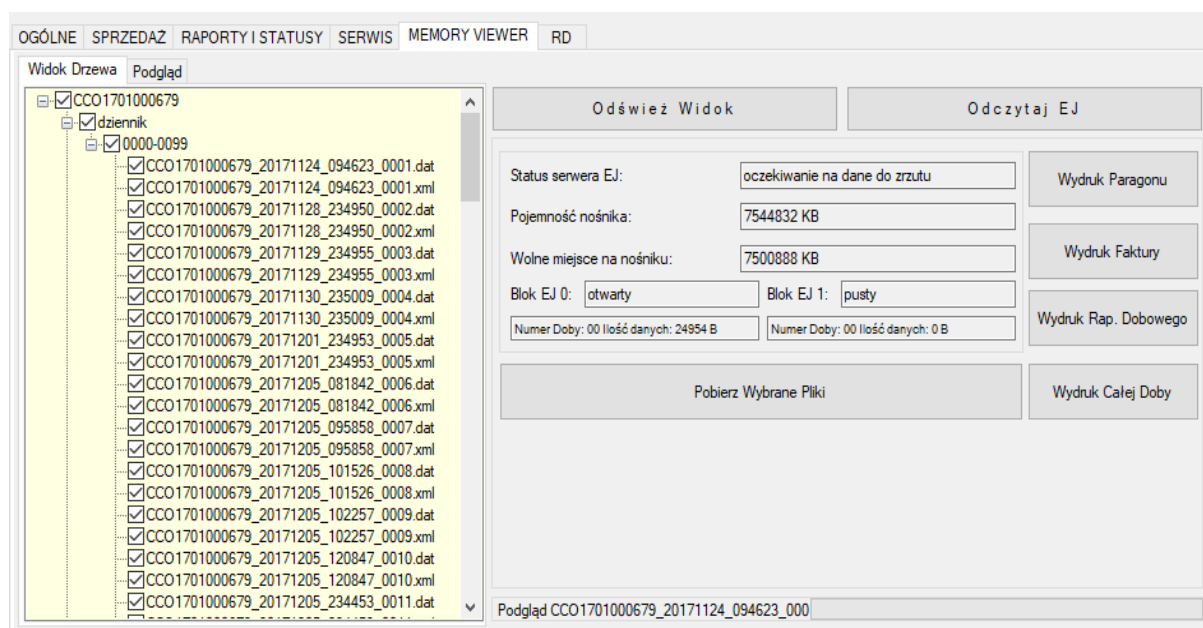
To print a copy of all fiscal and non-fiscal documents recorded for the given day using the fiscal printer, complete the field *numer doby* (day number).

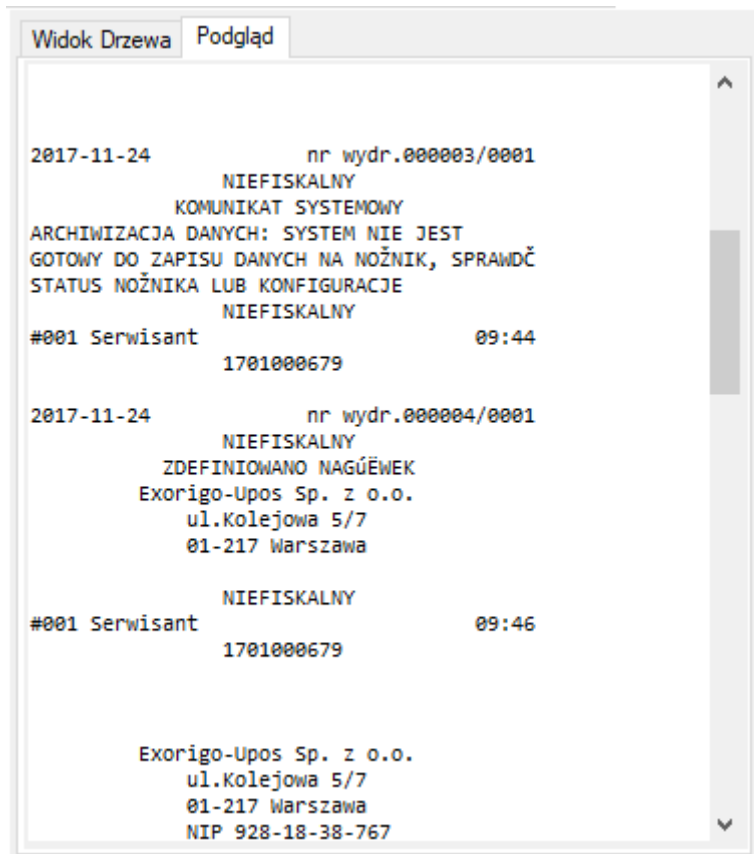


Before printing, make sure the printer has enough paper. If the printer runs out of paper, the printing operation will be stopped and it will not be resumed after a new roll is put in.

### 5.1.5 Document preview

To preview the documents electronically, go to the *Memory Viewer* tab and select the window *widok drzewa* (directory tree). Select the *dziennik* (log) folder, drop down the list by means of the plus symbol and click the *.dat* file twice with the day you are interested in. The program will automatically redirect the user to the *podgląd* (preview) window and open the documents recorded for the day.



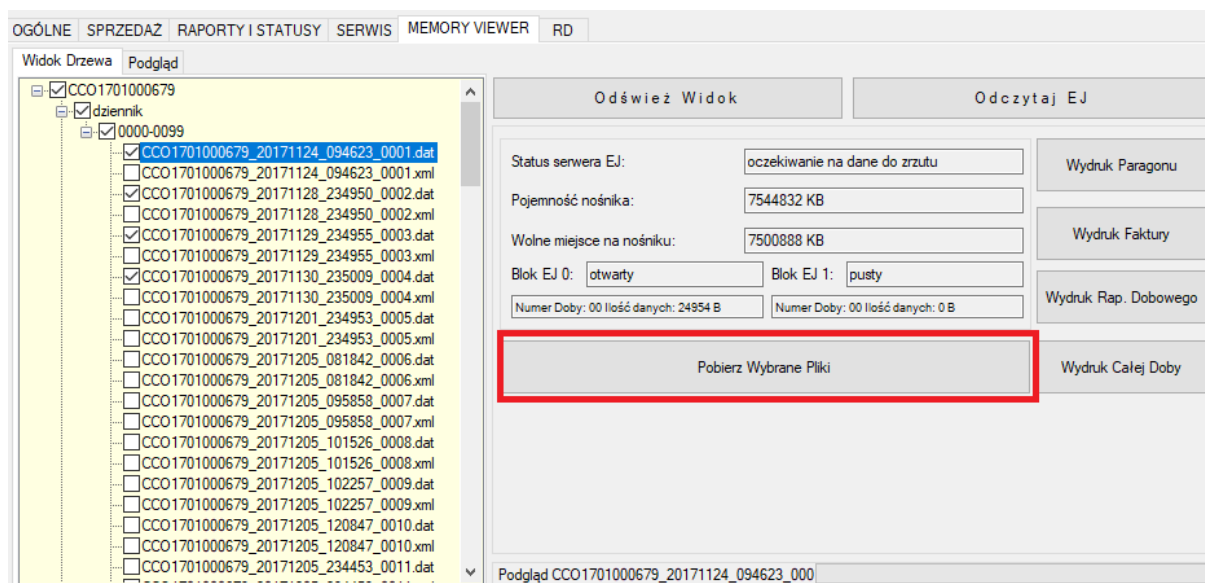


The preview window enables viewing all recorded documents, including verification of their correctness or number of copies to be printed.

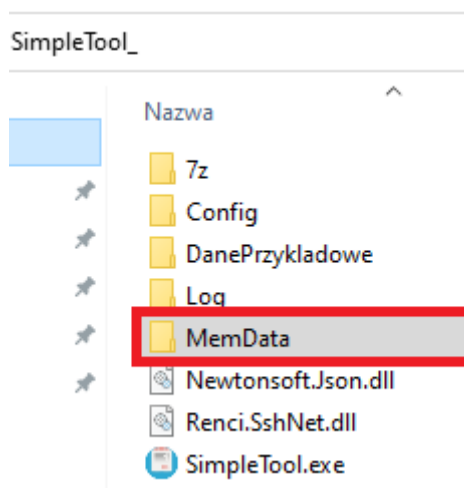
#### 5.1.6 Downloading files from EJ

To download all or selected files recorded on the microSD card, go to the *Memory Viewer* tab, click *odczytaj EJ* (*read out EJ*) and wait for the file read-out. When the *widok drzewa* (*directory tree*) and folders appear on the right side of the window, check the selected files as  and press the button *pobierz wybrane pliki* (*download selected files*).

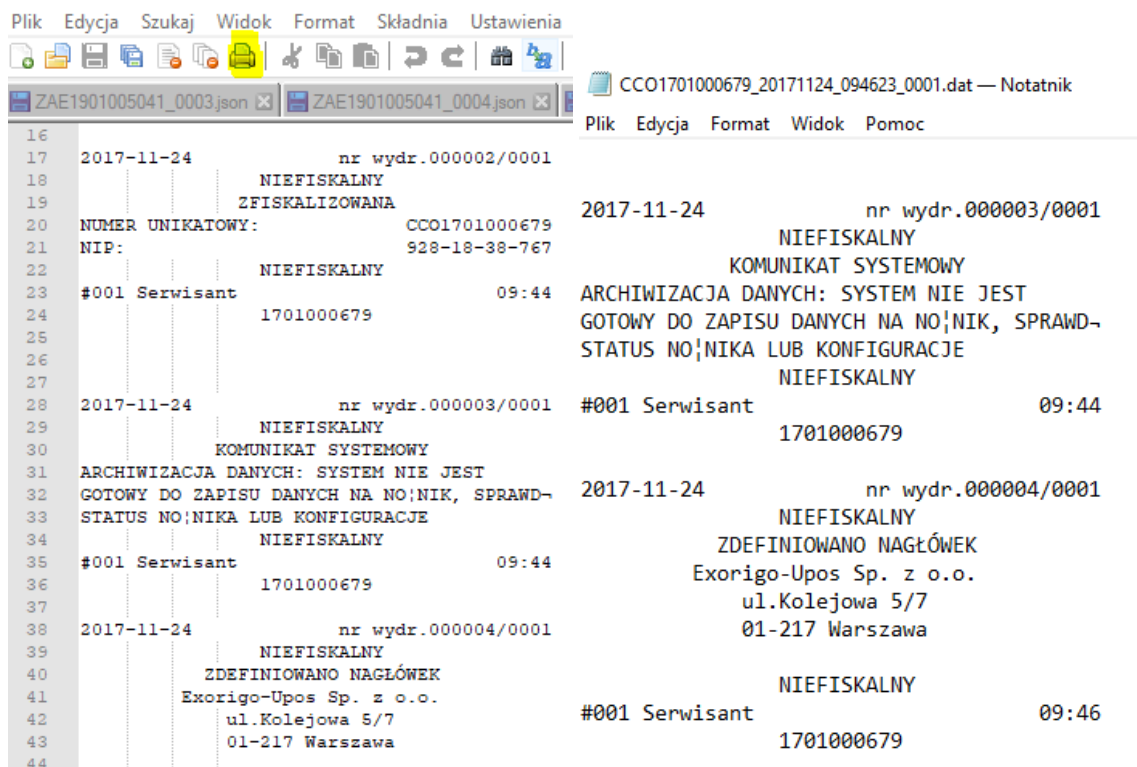
The time of read-out depends on the number of checked files and their size.



The downloaded files will be saved in the following program folder: *Simple Tool > MemData*



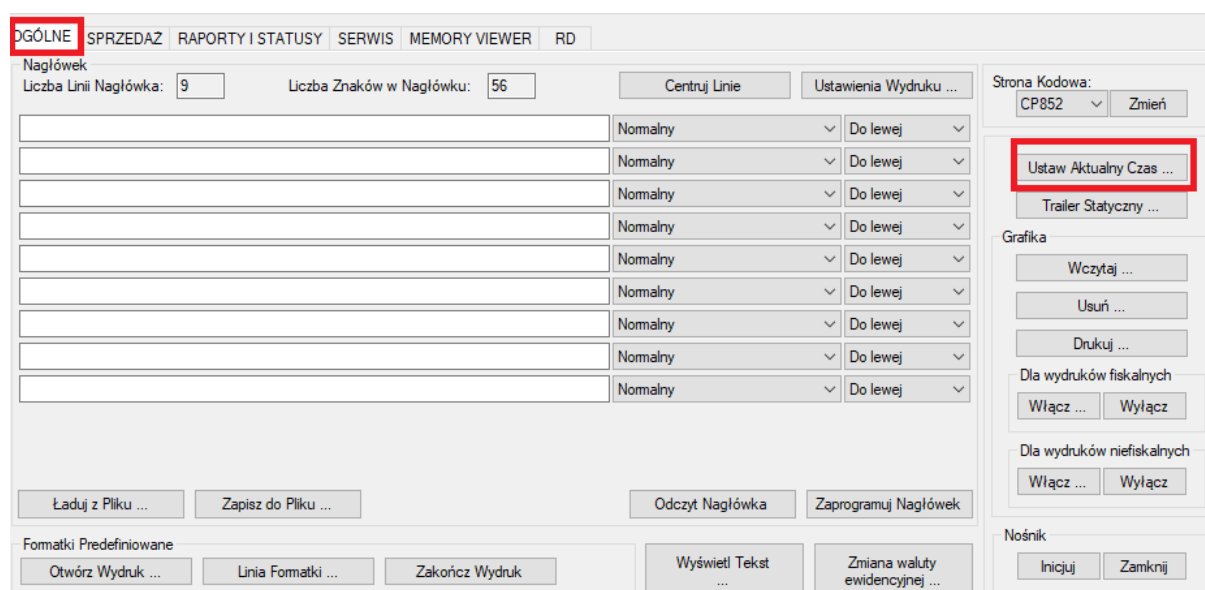
Files can be opened in a text format by means of the notepad ++ or notepad program. Documents can be printed in the A4 or other format offered by the connected external printing device.



## 6. Other Simple Tool functionalities

### 6.1 Time change

Start the program, connect it to the fiscal printer, go to the *ogólne (general)* tab and find the button *ustaw aktualny czas (set the current time)* on the right.



Press it to display the following window:

Ustawienie Czasu w Drukarce Fiskalnej

Czas na Drukarce Fiskalnej: 00:36:11 06-02-2021

Czas do wysłania:

Godzina 10 Minuty 14 Sekundy 27

**Uwaga: Zgodnie z prawem fiskalnym maksymalna korekta czasu na DF to +/- 59 min 59 sec**

Anuluj Wyślij do Drukarki Fiskalnej

In the fields *czas do wysłania* (time to be sent) set the time to be sent to the fiscal printer and press *wyślij* (send). Each time change operation can be a change by 59 minutes 59 seconds.

**NOTE: It is not possible to set a time that is earlier than the last time recorded in the fiscal memory. If such an attempt is made, the following message will be displayed:**

Wystąpił błąd:  
nowy czas i data są wcześniejsze niż zapisane w ostatnim rekordzie w pamięci fiskalnej!

OK

## 6.2 Header change

**Changing the header (taxpayer name) is only possible when the fiscal day is closed.** The header can be changed in the *ogólne* (general) tab. In the *taxpayers name* section, set the relevant data, divided into lines:

Header1 =

Header2 =

Header4 =

Header5 =

Header6 =

Each header line can be moved to the left/right or centred. Additionally, the following fonts can be set: normal, double height/width, bold.

Nazwa Podatnika		
Exorigo-Upos S.A.	Podwójna szerokość	Wyśrodkowany
Biuro Gliwice	Wytłuszczona czcionka	Wyśrodkowany
ul. Bojkowska 35,	Normalny	Wyśrodkowany
Budynek 2	Normalny	Wyśrodkowany
44-100 Gliwice	Normalny	Wyśrodkowany
+48 323 388 200	Normalny	Wyśrodkowany

Buttons: Adres Punktu Sprzedaży, Kod Terminala i Operatora, Wpisanie Stawek VAT

Buttons: Ładuj z Pliku ..., Zapisz do Pliku ..., Odczytaj Nazwę, Zapisz Nazwę

Empty and unused rows in the taxpayer's name will be omitted during the saving operation in the printer and no empty lines will be printed under the address of the point of sale.

Enter the data and confirm them with the button *zaprogramuj nagłówek (program the header)* - if the day on the printer is closed, the header will be set.

**Note: The point of sale address is not set in the header – this address is configured in a different location and is always printed below the header.**

### 6.3 Settings Point of Sale Address

**Changing the saved point of sale address (the location where sales are conducted) is only possible when the fiscal day is closed.** In the *General* tab, after clicking the *Point of Sale Address* button, the following window will appear:

Adres Punktu Sprzedaży

Miejscowość: Gliwice

Poczta: Gliwice

Kod Pocztowy: 44-100

Ulica: Gliwicka

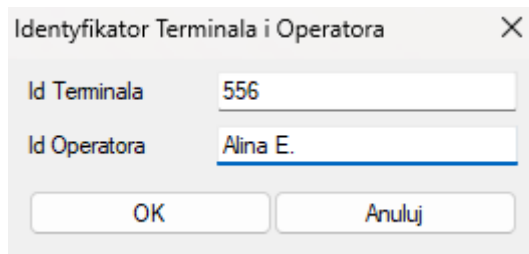
Nr. Bud: 35      Nr. Lok: 2

Buttons: Ładuj z Pliku, Zapisz do Pliku, OK, Anuluj

Enter the data (only the "apartment/suite number" is optional) and confirm. A non-fiscal printout confirming the changes will be generated.

## 6.4 Setting the Register Number and Cashier Name

This is possible in the General tab. After clicking the Terminal and Operator Code button, a window will appear:



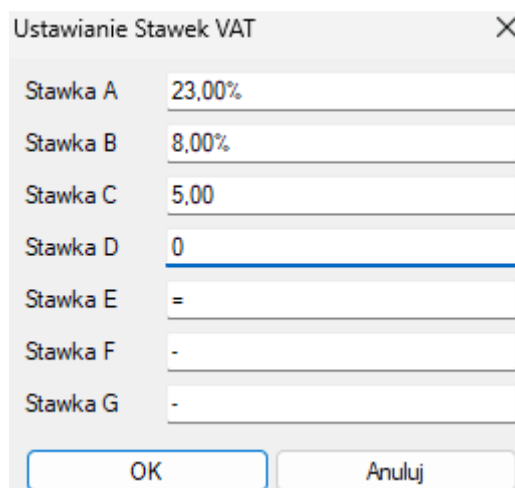
Identyfikator Terminala i Operatora	
Id Terminala	556
Id Operatora	Alina E.
OK      Anuluj	

In the Terminal ID field, enter the register number in a 3-digit format (e.g., 003).

In the Operator ID field, enter the cashier's details (max 35 characters).

## 6.5 Setting VAT Rates

Setting or changing VAT rates is only possible when the fiscal day is closed. In the *general* tab, after clicking the *VAT Rates* button, a window will appear:



Ustawianie Stawek VAT	
Stawka A	23,00%
Stawka B	8,00%
Stawka C	5,00
Stawka D	0
Stawka E	=
Stawka F	-
Stawka G	-
OK      Anuluj	

In the program, the "exempt" rate is marked with an equals sign "=", and an "undefined" rate is marked with a hyphen "-". Rates can be entered as whole numbers without decimal places or the "%" sign; the cash register adds them automatically.

After confirming the changes, a non-fiscal printout with the new settings will be generated.

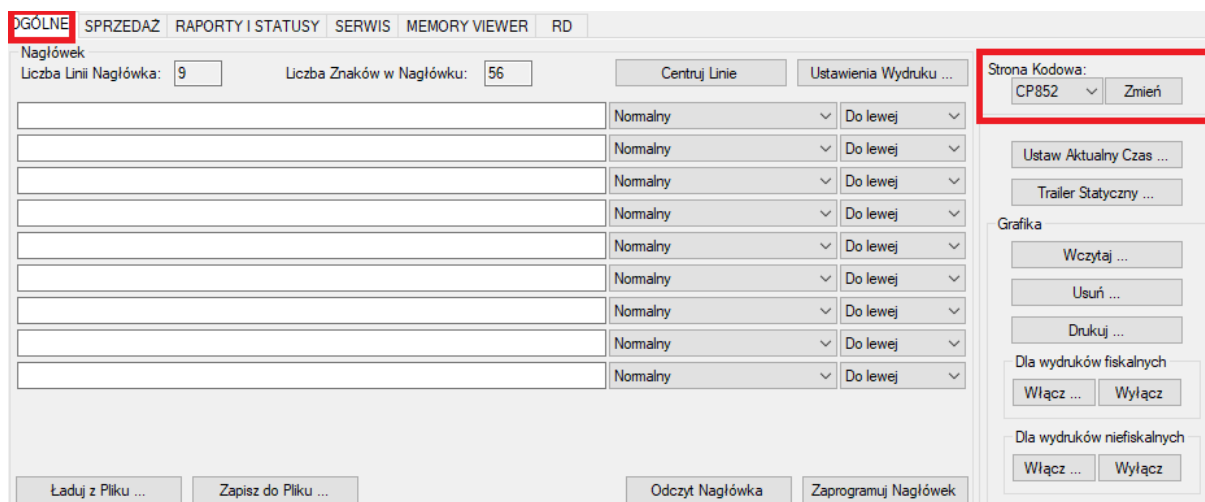
**Note:** The taxpayer is obliged to set the correct VAT rates according to §6 Section 1 Item 5 of the Regulation of the Minister of Finance of April 29, 2019, regarding cash registers.

## 6.6 Code page setting

The code page can be set in the *ogólne (general)* tab. On the right side of the program window, you will find the following field: *strona kodowa (code page)*. The available code pages include:

- CP852
- MAZOVIA
- 8859-2

Select the desired code page from the drop-down list and press *zmień (change)*.



## 6.7 Record currency setting

The record currency can be changed in the *ogólne (general)* tab. Click *zmiana waluty ewidencyjnej (change the record currency)* to display the following window:

**Zmiana Waluty Ewidencyjnej** ✕

Data Zmiany:

Kod Waluty:

Zaokrąglenie:

Complete all fields and confirm with *OK*.

**NOTE: the record currency can be changed only when the day is closed. If the day is open, the following message will be displayed:**

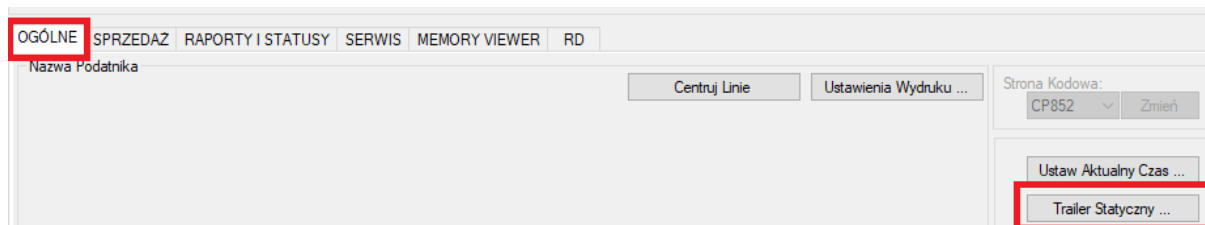
Wystąpił błąd:  
okres sprzedaży otwarty, operacja nie jest dozwolona!

OK

## 6.8 Statistical trailer setting

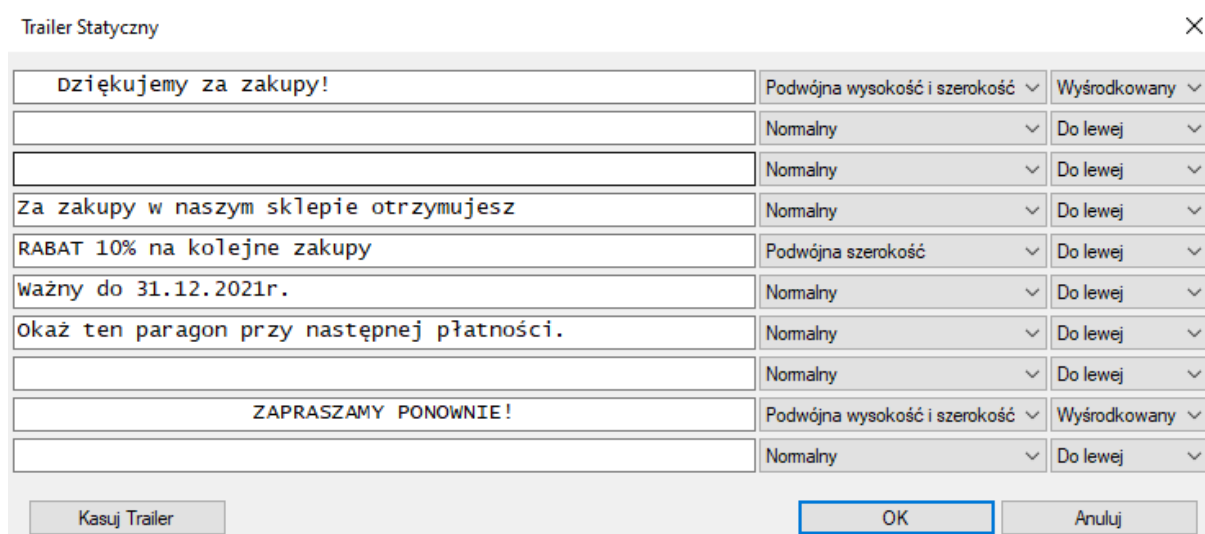
The statistical trailer is a separately defined content that can be printed in the receipt footer. The content is defined once and saved until the trailer is changed or deleted.

To set the statistical trailer, go to the *ogólne (general)* tab:

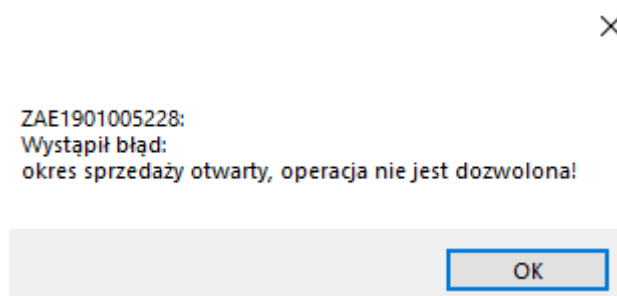


A window will appear where you can enter the content of the statistical trailer. Each line can be moved to the left/right or centred. Additionally, the following fonts can be set: normal, double height/width, bold.

Exemplary content:



**NOTE: The statistical trailer can be defined only after the fiscal ay is closed. Otherwise, an error will be returned.**

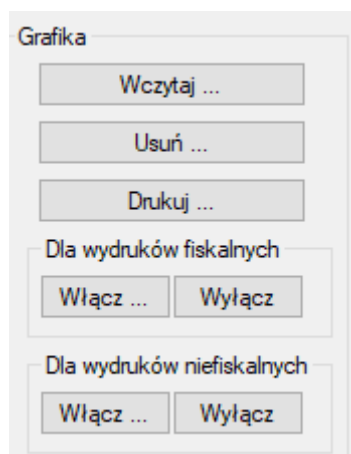


## 6.9 Upload of images

You can upload the image in the *ogólne (general)* tab, on the right side of the program window, in the field *grafika (images)*. The maximum number of uploaded images supported by the printer is 8. The colour of the uploaded image is always = 1, i.e. monochromatic.

Buttons:

- *Wczytaj (Upload)* enables sending images to the fiscal printer
- *Usuń (Delete)* enables deletion of the selected image
- *Drukuj (Print)* enables to see a preview of the image in the print-out.



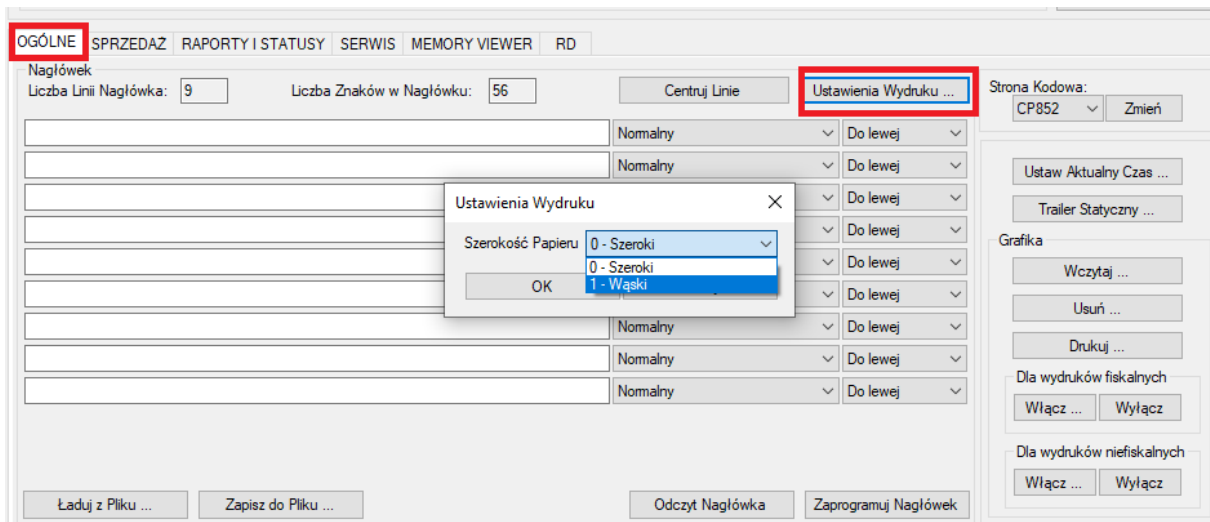
For the printer to start printing the image before the header, use the button *włącz (enable)*, separately for *wydruków fiskalnych (for fiscal print-outs)* (does not apply to invoices) and *wydruków niefiskalnych (non-fiscal print-outs)*; this applies only to predefined templates.

**NOTE: The maximum image sizes for the specific fiscal printer models may vary. Before loading the image, check its size in documentation.**

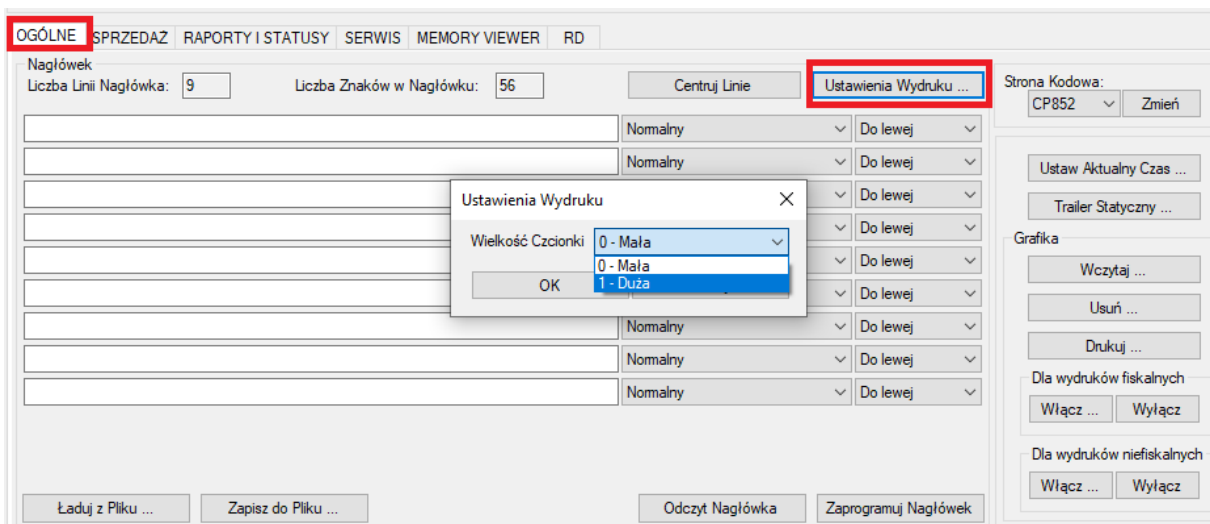
## 6.10 Print settings

You can adjust the paper width and font size in the print settings. Both operations are presented in the figures below.

- Paper width



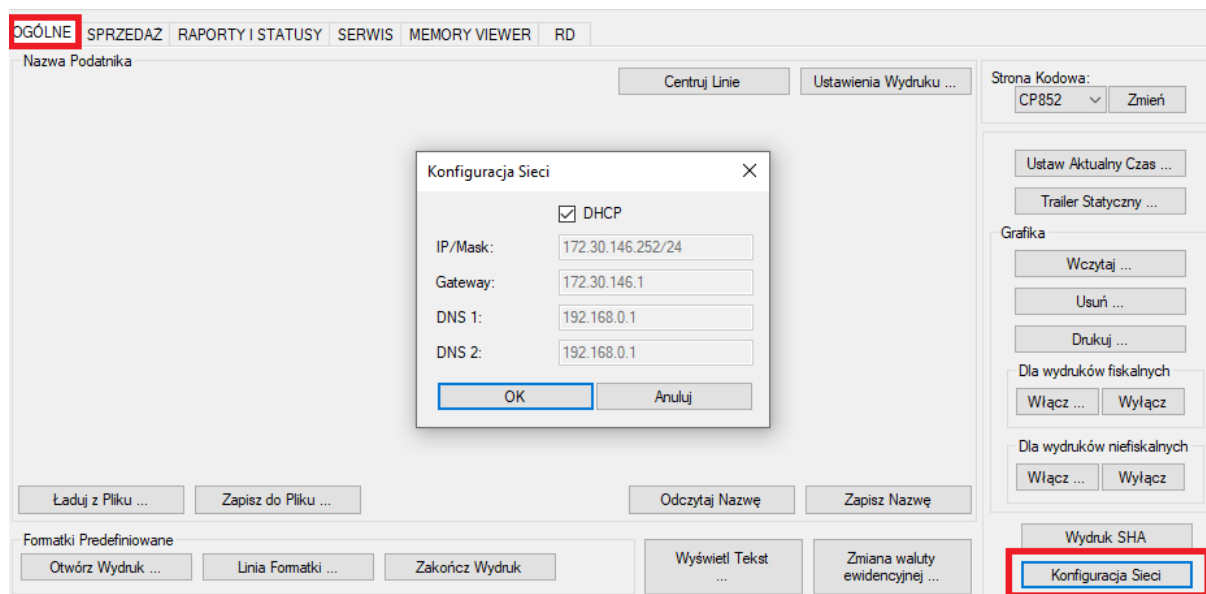
- Font size



## 6.11 Network configuration

### 6.11.1 For online printers

Network configuration of the fiscal printer is available in the *ogólne (general)* tab. In the right bottom corner, you will find the *konfiguracja sieci (network configuration)* button. Press it to display the window presented in the figure below.

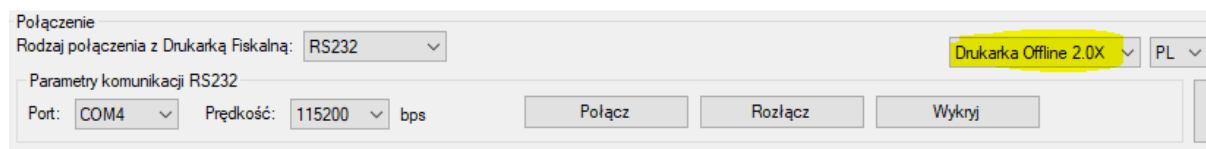


You can choose static IP addressing mode or dynamic DHCP host configuration protocol mode. If you choose DHCP, check the right checkbox and click *OK*. If the printer has static addressing, complete the fields: IP/maska (IP/mask), brama (gateway), DNS1, DNS2 and click *OK*.

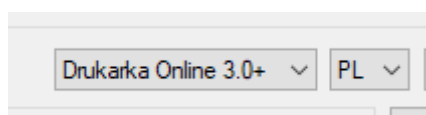
**NOTE: after you change the addressing, restart the device.**

### 6.11.2 For offline printers

You can change the addressing of an offline printer by means of Simple Tool, but it requires changing the printer type. Click *połącz (connect)* - the program will automatically detect if the printer is online or offline. If it is an offline printer, the designation *drukarka offline 2.0 (offline printer)* will appear:



Change the printer type to *drukarka online 3.0 (online printer 3.0)*:



Then, go to the *ogólne (general)* tab and select *konfiguracja sieci (network configuration)*:

The screenshot shows the 'Konfiguracja Sieci' (Network Configuration) tab in the Simple Tool software. The interface includes a top menu bar with 'OGÓLNE' highlighted. Below the menu, there are communication parameters: 'Rodzaj połączenia z Drukarką Fiskalną: RS232', 'Drukarka Online 3.0+', 'PL', and 'LOG ...'. The 'Parametry komunikacji RS232' section shows 'Port: COM4', 'Prędkość: 115200 bps', and buttons for 'Połącz', 'Rozłącz', 'Wykryj', and 'Ustawienia'. The main configuration area has a table for 'Nazwa Podatnika' with columns for 'Centrum Linie' and 'Ustawienia Wydruku ...'. The 'Strona Kodowa:' section shows 'CP852' and a 'Zmień' button. There are also buttons for 'Ustaw Aktualny Czas ...', 'Trailer Statyczny ...', 'Grafika' (Wczytaj ..., Usuń ..., Drukuj ...), 'Dla wydruków fiskalnych' (Włącz ..., Wyłącz ...), 'Dla wydruków нефiskalnych' (Włącz ..., Wyłącz ...), 'Wydruk SHA', and 'Konfiguracja Sieci' (highlighted in yellow).

A window will be displayed where you have to complete the *IP/Mask* and *Gateway* fields with correct data and confirm them. After the settings are changed, the printer can be restarted.

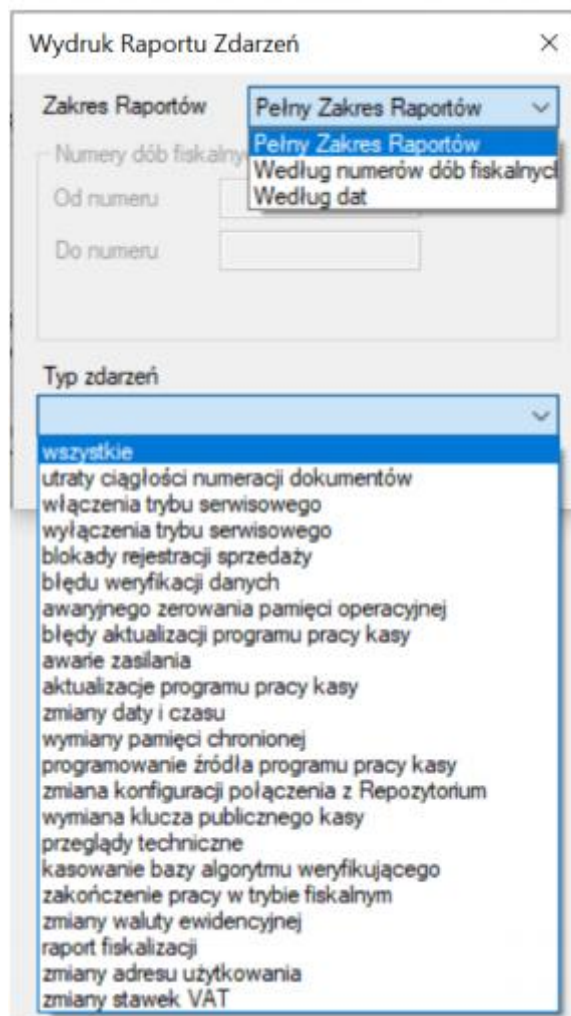
The screenshot shows the 'Konfiguracja Sieci' (Network Configuration) dialog box. It has a title bar with 'Konfiguracja Sieci' and a close button (X). The dialog contains a checkbox for 'DHCP' which is unchecked. Below it are four text input fields: 'IP/Mask:' with the value '192.168.1.254/24', 'Gateway:' with the value '192.168.1.1', 'DNS 1:', and 'DNS 2:'. At the bottom, there are two buttons: 'OK' and 'Anuluj'.

## 6.12 Report and status tab

This tab enables the user to operate in three areas: generation of various reports, read-out of statuses the user is interested in and verification of the current status of the sales value for the open sales period. It also enables verification of the printer settings.

Available reports:

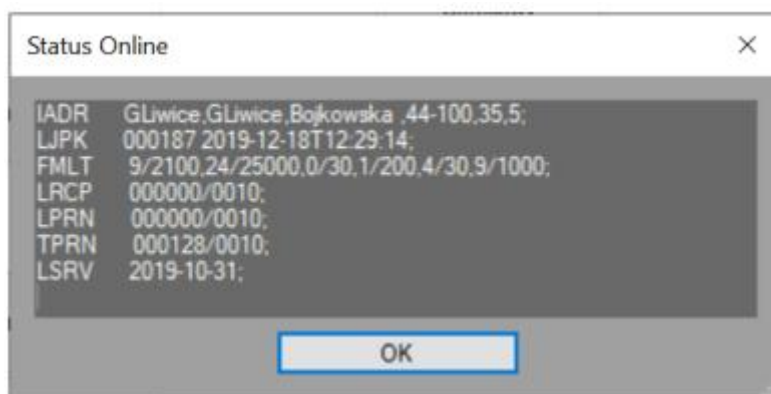
- **Day Report** - Closing the fiscal day. Remember not to abuse this button. The printer can record 2100 day reports,
- **Monthly Report** – When choosing the month for which the report is to be printed, remember that it will be possible to print it when the current printer data is already in the next month, i.e. you can prepare the report for month 12 (December) in January (the printer date will be 01.01),
- **Information Report** – Enables checking the code page the printer operates with, network settings, tax ID, RS232 port transmission parameters. An important message to check is "możliwość otwarcia paragonu TAK" (possibility to open the receipt: YES). For online printers, the block LIMITY PAMIĘCI FISKALNEJ (FISCAL MEMORY LIMITS) can be found in the bottom of the report. It allows you to determine, for instance, how many day reports more can be generated on the printer.
- **Event Report** – Can be prepared according to three criteria. There are 21 types of events available that can be checked/printed.



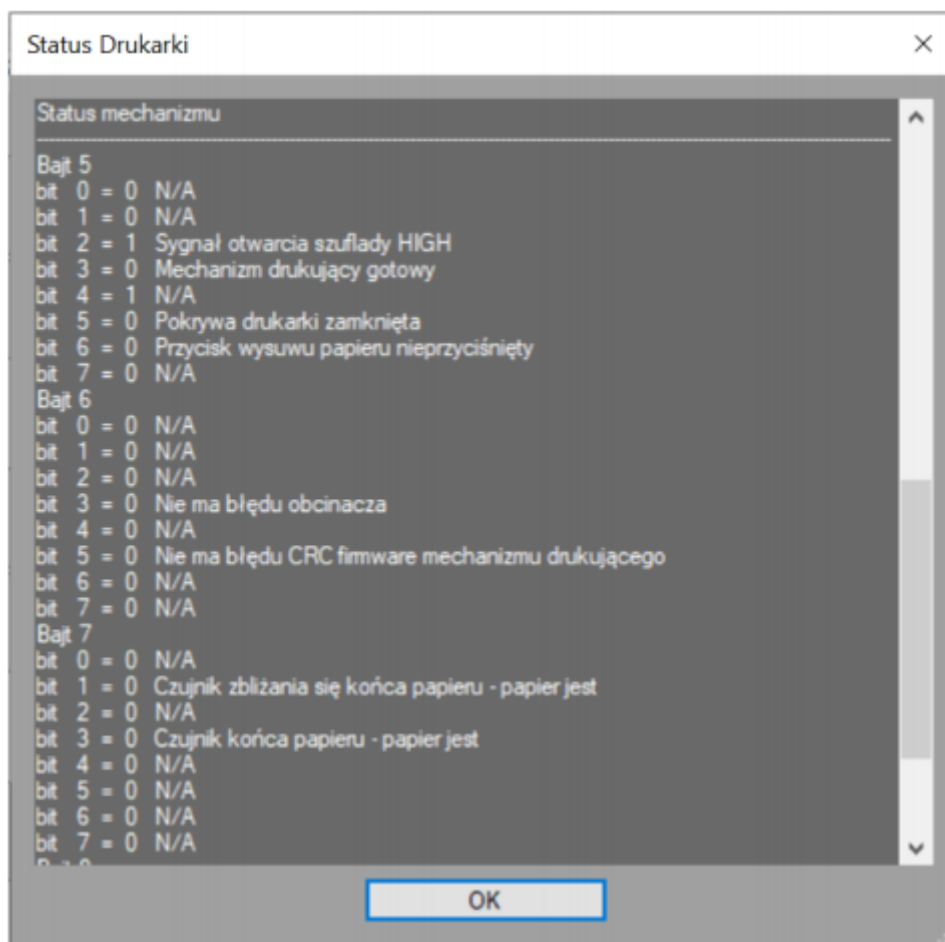
- **Settlement Report** – Do not use by yourself without consultation! It switches the printer into the read-only mode which means that you can no longer conduct sale.

Statuses:

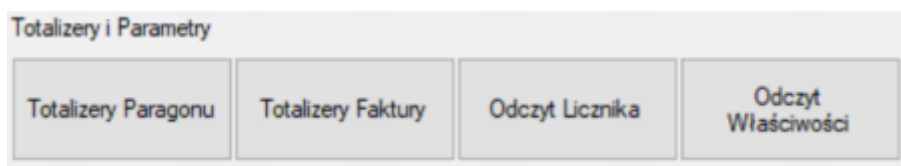
- **Online status** (available for online printers) - enables reading the following:
  - ❖ IADR address of printer installation
  - ❖ LJPk - last JPKID sent to CRK with ZULU time date
  - ❖ FMLT counters of fiscal memory limits
  - ❖ LRCP number of the last receipt of the day
  - ❖ LPRN number of the last printout of the day
  - ❖ TPRN - total number of print-outs recorded in the printer
  - ❖ LSRV - date of the last maintenance inspection or fiscalization date



- **Extended status** - contains 8 bytes of data, the last 5-8 regard the status of the printing mechanism. Byte 5 enables verification of mechanism readiness, byte 6 - potential clipper errors, byte 7 - correct operation of the paper end sensors and appearing paper end.



- **Totalizers**, i.e. the value of sales counters at specific rates, separately for the receipt and invoice blocks.
- **Counter read-out** - enables more precise determination of queries regarding the counters.
- **Read-out of properties** - read-out of various printer parameters/settings.

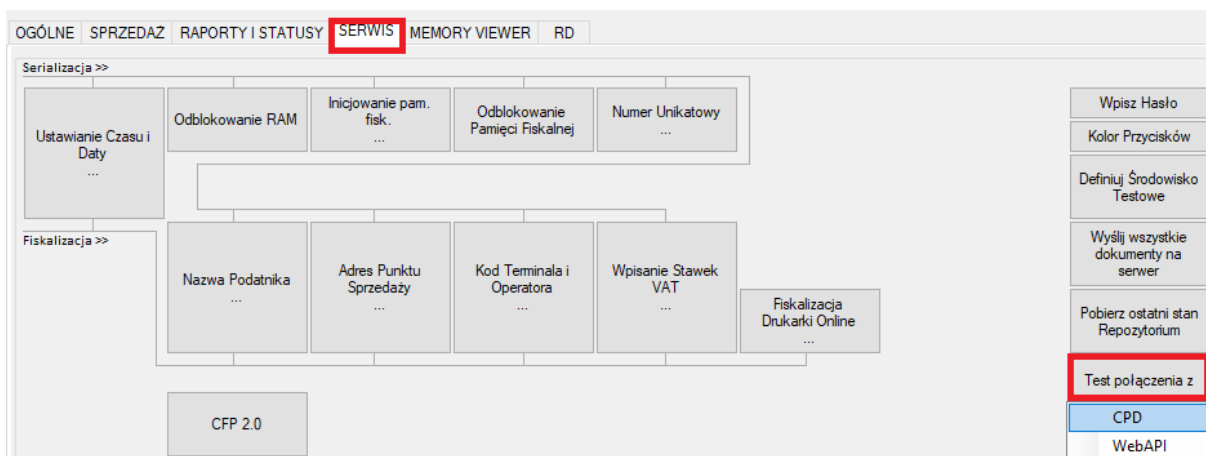


### 6.13 Test of communication with CPD

**NOTE: The test of communication with CPD is available only in the serwis (maintenance) tab (a specific level of rights to the application is required).**

**Before starting the test, make sure the printer is connected to the Internet.**

To check correctness of communication with the CPD server, go to the *serwis (maintenance)* tab, click *test połączenia (connection test)* and select *CPD*.

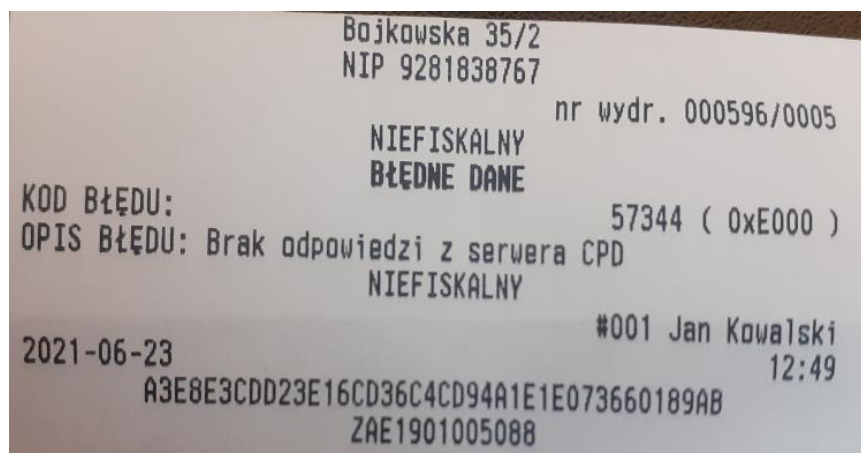


No information is displayed on the printer screen when verifying the connection with CPD. You have to wait for the printout of the system message:

- In the case of correct communication



- In the case of lack of communication



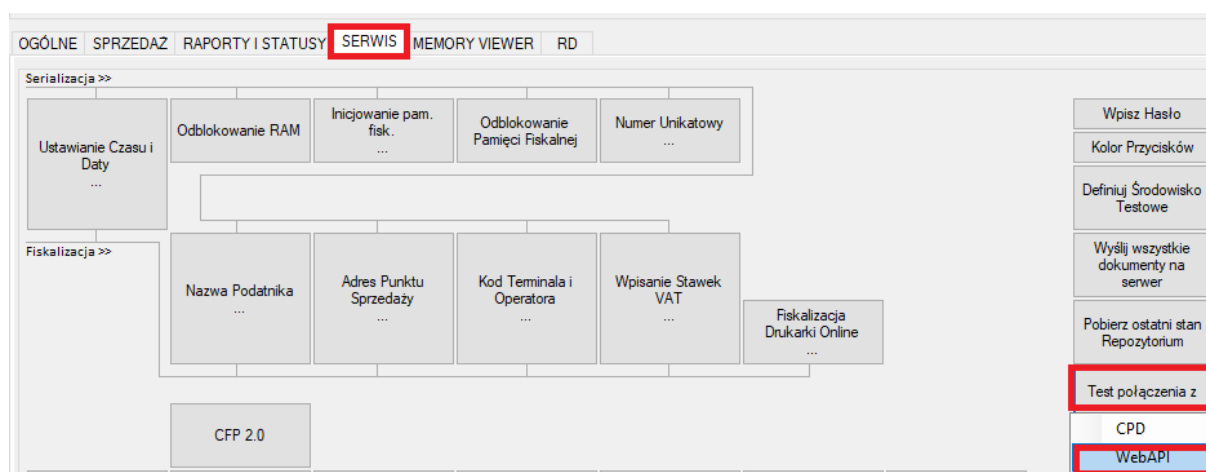
Lack of communication with the CPD server is not a failure of the fiscal printer. First, check the Internet connection.

## 6.14 Test of communication with WebApi

**NOTE: The test of communication with WebApi is available only in the serwis (maintenance) tab (a specific level of rights to the application is required). The test cannot be run in the non-fiscal mode.**

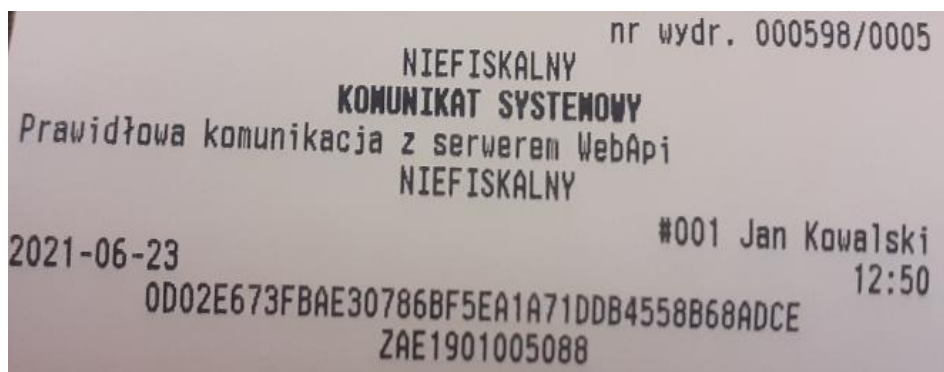
**Before starting the test, make sure the printer is connected to the Internet.**

To check correctness of communication with the CPD server, go to the *serwis (maintenance)* tab, click *test połączenia (connection test)* and select *WebApi*.

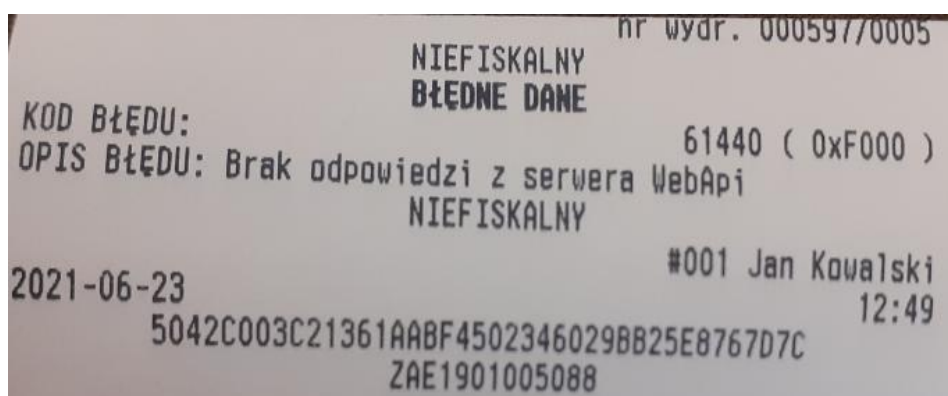


No information is displayed on the printer screen when verifying the connection with CPD. You have to wait for the printout of the system message:

- In the case of correct communication



- In the case of lack of communication

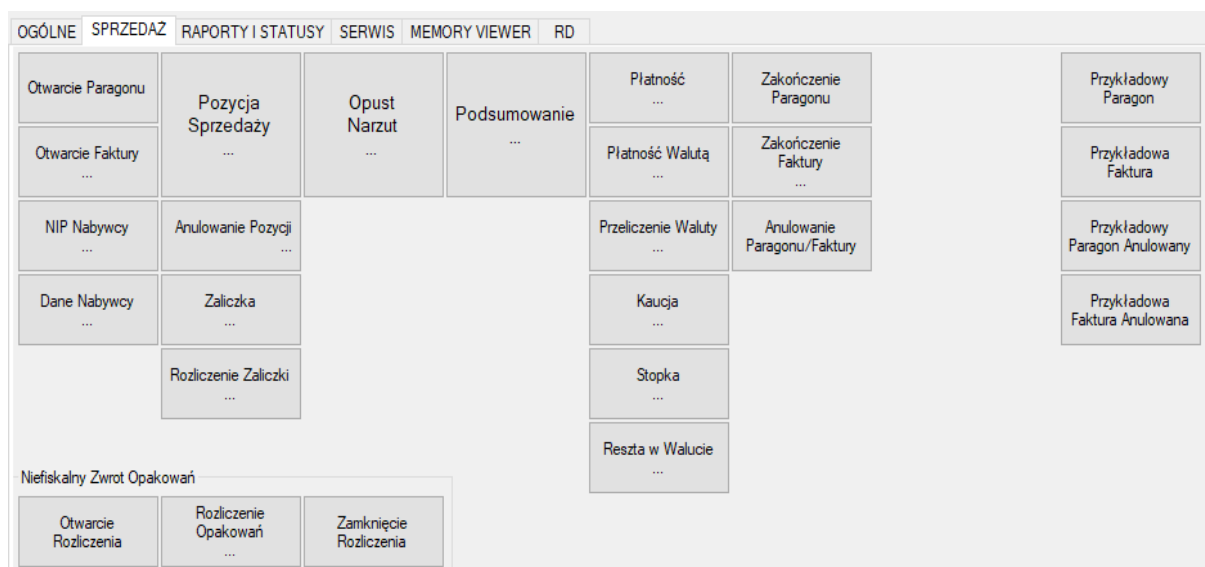


Lack of communication with the WebApi server is not a failure of the fiscal printer. First, check the Internet connection.

## 6.15 Test sales

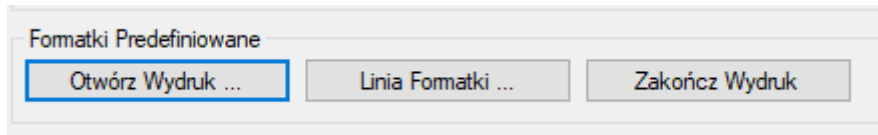
The *sprzedaż (sales)* tab offers the following options for generating of a test receipt and invoice as well as non-fiscal return of packaging.

**NOTE: sale can be conducted only on test printers. In the case of production printers, use the cancelled receipt and invoice.**

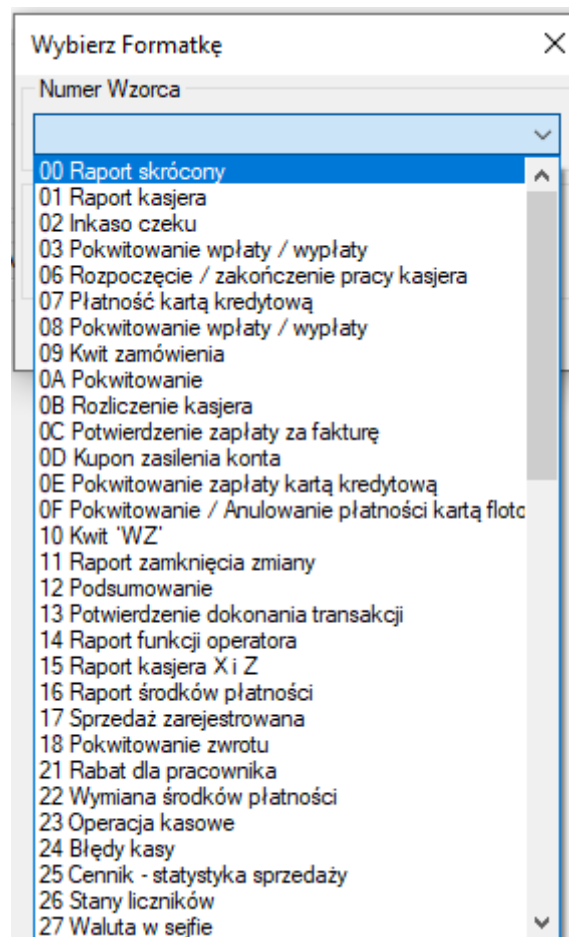


## 6.16 Predefined template

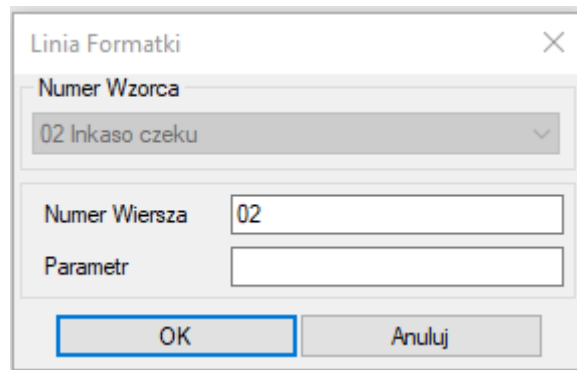
The *ogólne (general)* tab offers the option to print a predefined template (non-fiscal print-out). The types of such templates may differ depending on the printer type and model. Selecting an unsupported template will cause the program to return an *error* and **[DF] : NAK** as the reply in the logs.



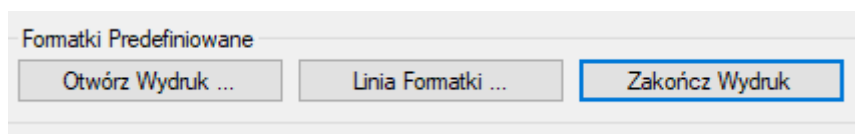
Open the printout and select the number of the template to be printed.



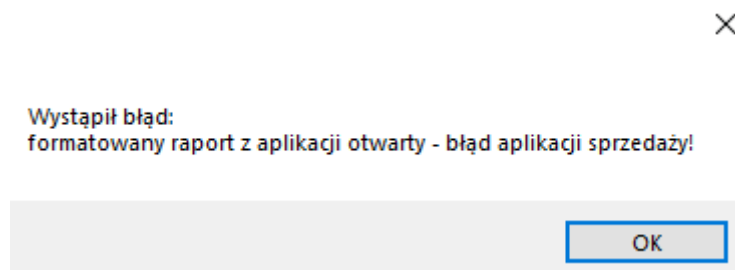
Then, send the content of the template in the specific lines:



Printing end:



**NOTE: you have to end the template printing every time. If you fail to do so, the printer will return errors when attempting to initiate other printing operations.**



## 6.17 Displaying free text on the screen

After the transaction is completed, you can define any content and display it on the printer screen. The functionality is available in the *ogólne (general)* tab:

OGÓLNE SPRZEDAŻ RAPORTY I STATUSY SERWIS MEMORY VIEWER RD

Nazwa Podatnika

Centruj Linie Ustawienia Wydruku ...

	Normalny	Do lewej
	Normalny	Do lewej
	Normalny	Do lewej
	Normalny	Do lewej
	Normalny	Do lewej
	Normalny	Do lewej

Ładuj z Pliku ... Zapisz do Pliku ... Odczytaj Nazwę Zapisz Nazwę

Formatki Predefiniowane

Otwórz Wydruk ... Linia Formatki ... Zakończ Wydruk

Wyświetl Tekst ...

Zmiana waluty ewidencyjnej ...

Strona Kodowa: CP852 Zmień

Ustaw Aktualny Czas ...

Trailer Statyczny ...

Grafika

Wczytaj ...

Usuń ...

Drukuj ...

Dla wydruków fiskalnych

Włącz ... Wyłącz

Dla wydruków нефiskalnych

Włącz ... Wyłącz

Wydruk SHA

Konfiguracja Sieci

The displayed content needs to be defined each time after the end of the transaction. You can define two lines - with 20 characters each.

Wyświetl tekst

Numer lini 0

Tekst

OK Anuluj