



*TPC-300 Fee Computer Version 3.3 for  
Windows 95/98  
Users Guide & Reference*

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# ***1.0***

# ***Overview***

The Parking Products Inc. TPC-300 Fee Computer is an integrated revenue control system capable of operating in stand alone mode or of utilizing machine readable tickets. There are four versions: the TPC-300/S, the TPC-300/BC, the TPC-300/M and the TPC-300/M. The TPC-300/S is a stand alone system. In this version, the entry time and date must be entered manually by a cashier. The TPC-300/BC reads bar code encoded tickets issued by the PPI Series 523 Ticket Issuing Machine. The bar codes on the tickets are decoded in order to determine the time, date, and location of entry. The proper fee is then automatically calculated. The TPC-300/M and TPC-300/C read magnetic stripe tickets issued by the PPI Series 21 Ticket Issuing Machine. The information on the tickets is read in order to determine the time, date, and location of entry and the correct fee is automatically charged. There is no limit to the number of Fee Computers and ticket machines that can comprise the system. Optionally, the Fee Computers can be networked together in order to share and log data. PPI provides the *PPI Revenue Control Management System* software package for accessing and compiling information from the Fee Computers in a network.

### **TPC-300 System Components:**

**Ticket Issuing Machine:**        Series 2341 Ticket Issuing Machine (stand alone system)  
or  
Series 523 Ticket Issuing Machine (bar code system)  
or  
Series 21 Ticket Issuing Machine (mag stripe system)

**Fee Computer:**                 PPI Point of Sale Computer  
Star SP-300 Journal Printer  
MFM Cash Drawer  
BCR-6600 Slot Reader (bar code system)  
or  
Reader/Validator (mag stripe system)

### **TPC-300 Software Specifications:**

5 fee structures with 10 time periods and two fees each  
3 fixed discounts plus discount by a percentage and by time  
5 fixed fees  
5 miscellaneous fees  
3 tax rates  
36 validation accounts  
20 attendants

The TPC-300 software is a *Microsoft Windows 95/98* application; all *Windows* conventions apply to the use of the program:

The cursor is moved from field to field with the **Tab** key.

Menu items are selected by pressing the **Alt** key and the key that corresponds to the letter in the menu item that is underlined.

Buttons are activated by pressing the **Alt** key and the key that corresponds to the letter in the buttons caption that is underlined.

If a window has a Save or OK button, pressing the **Enter** key will save any changes made and close the window.

Pressing the **Esc** key will close a window without saving any changes to the data.

The software is the same for all fee computer versions. All instructions in this manual will apply to any TPC-300 Fee Computer unless noted.

When the system is installed by PPI, or a representative of PPI, the TPC-300 software will be installed on each Fee Computer. The software will load automatically when the Fee Computer is turned on. Before the Fee Computer can be used, the fees and the various operational parameters must be properly setup. The following sections will describe the function of each window and menu item and how the various fees and parameters can be setup.

## ***2.0 Transaction Window***

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When the program loads, the Transaction Window (Figure 1) will appear. Normally, this is the only window that a cashier will have access to. All other windows and menu items can be password protected with the exception of the Log-In/Log-Out Window. All transactions are carried out on this window. An explanation of each item in the window follows below:

### **Ticket Info Box:**

Transaction #:	The number of the current transaction. This number is incremented by one with the completion of a transaction. It cannot be changed.
Lane #:	The lane number assigned to the ticket machine that issued the ticket as printed and/or encoded on the ticket. The lane number is optional and is not needed to compute the fee.
Time In:	The time at which the ticket was issued as printed and/or encoded on the ticket. Required in order for the fee to be computed.
Date In:	The date on which the ticket was issued as printed and/or encoded on the ticket. Required in order for the fee to be computed.

### **Fee Info Box:**

Fee Structure:	The fee structure, A, B, C, D, or E, that will be applied to the ticket.
Fixed Fee:	A flat rate charge that can be applied to the ticket. If a fixed fee is applied, any other fees and discounts will be ignored.
Misc. Fee:	A miscellaneous charge that can be added to

the fee.

Discounts: A discount that can be subtracted from the fee in the form of a fixed amount, a percentage, or an amount of time.

Validations: An amount that can subtracted from the fee.

**Status Box:**

Facility: The name of the facility as entered in the configuration window.

Lane: The lane number assigned to the fee computer as entered in the configuration window.

Attendant: The number of the attendant currently logged on.

Register: This field will read "Closed" when a cashier is not logged in and "Open" whenever a cashier has logged in. The register must be open in order for tickets to be processed.

Status: Displays the message "Car present" when there is a vehicle in the lane. A car must be present in order for tickets to be processed except in a TPC-300/M system.

**Exit Box:**

License Plate: License plate number of the vehicle in the lane. Entry of a license plate number can be required in order to complete the transaction.

Cash Tendered: Amount of cash handed to the cashier by the customer. Entry of this amount can be required in order to complete the transaction.

Change: The difference between the amount due and the cash tendered. This field is for display only and cannot be changed.

There are two menu items on the Transaction Window: Select and Reports. The Select menu is used to access all configuration settings, fees, cashiers, etc. The Reports menu accesses all printer reports. An explanation of these items is contained in the following sections. The Log-In/Log-Out Window is accessed by pressing the **F6** key.

**Transaction Window**

Select Reports

<p><i>Ticket Information:</i></p> <p>Transaction #: 2288</p> <p>Lane #: <input type="text" value="1"/></p> <p>Time In: <input type="text" value="12:00"/></p> <p>Date In: <input type="text" value="04/05/2002"/></p>	<p><i>Amount Due:</i></p> <p style="font-size: 48pt; text-align: center;">1.00</p>	<p><i>Register Status:</i></p> <p>Facility: PPI TPC-300</p> <p>Lane #: 1</p> <p>Attendant: 3</p> <p>Register: Open</p> <p>Vehicle: Car Present</p>
---	--	--

Enter cash tendered.


<p><i>Fees:</i></p> <p>Fee Structure: <input type="text" value="A"/></p> <p>Fixed Fee: <input type="text"/></p> <p>Misc. Fee: <input type="text"/></p> <p>Discounts: <input type="text"/></p> <p>Validations: <input type="text"/></p>	<p><i>Exit:</i></p> <p>License Plate: <input type="text" value="QWE231"/></p> <p>Cash Tendered: <input type="text" value="5.00"/></p> <p>Change: <input type="text"/></p>	
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FIGURE 1

# 3.0

# System Configuration

In order for the system to function properly, it must be configured so that its operation conforms to the requirements of the facility. The Configuration Window (Figure 2) is accessed by selecting *Configuration...* from the *Select* menu on the Transaction Window. An explanation of each item on this window follows below:

**Configuration Settings**

**Operation Settings:**

- Auto Cashier Report
- Auto Fee Calculation
- Auto Patron Receipt
- Require Cash Tendered
- Require License Plate

Lag Time: 10  
Grace Time: 5  
Use only facility: 99

**Terminal Info:**

Facility Name: PPI TPC-300  
Lane Number: 1

**Holidays/Special Events:**

01/01/2000	01/01/2000
01/01/2000	01/01/2000
01/01/2000	01/01/2000
01/01/2000	01/01/2000
01/01/2000	01/01/2000
01/01/2000	01/01/2000

**Tax Rates:**

Tax 1: 0.00  
Tax 2: 0.00  
Tax 3: 0.00

**Data Files:**

Ticket Data: \Visual Basic Proje  
License Data: \temp\

**Password Info:**

Use Password?  
Password: password

**Cashier Type:**

- Standard and Bar Code
- Magnetic Stripe
- Central

Save Quit

FIGURE 2

### Operation Flags Box:

Auto Cashier Report:

If this box is checked, a cashier report is printed automatically when an attendant logs out.

Auto Fee Calculation:

When this box is checked, fees will be computed automatically whenever a ticket is read. The cashier need not enter a fee structure or press the **F7** or **F8** key. (Not available in a TPC-300/S Fee Computer.) The fee will be based on fee structure A; miscellaneous fees, discounts, and validations will not be accounted for. If these need to be applied, the cashier must enter the appropriate fees and press **F7** or **F8** to re-compute the fee. (Exception:TPC-300/M and

TPC-300/C systems can automatically account for validations if the tickets have been re-coded with a validation. Miscellaneous fees and discounts must still be accounted for separately.) Auto fee calculation can be useful in speeding up the process of cashiering tickets as long as most tickets are charged according to the same rate. If miscellaneous fees, discounts, and validations are to be applied to many of the tickets, there may be no advantage in enabling auto fee calculation.

Auto Patron Receipt:

If this box is checked, a receipt will be printed automatically upon the completion of a transaction.

Require Cash Tendered:

If this box is checked, an amount must be entered into the cash tendered field before the transaction can be completed. This amount must be equal to or greater than the amount due. Enabling cash tendered will assist the cashier in giving out the correct change, but it will add an extra step to the transaction.

Require License Plate:

If this box is checked, a license plate number must be entered in the license plate field in order to complete the transaction. If Require License Plate is enabled, the license plate number is printed on the receipt and stored in the daily log file.

Lag Time:

In a central cashiering system, this is the amount of time in minutes that a ticket will be valid after it has been cashiered. This can be any amount of time up to 999 minutes.

Exit Grace Time:

An amount of time in minutes that is subtracted from the total amount of time on the ticket. This time is subtracted before any fees are computed so if the grace period is equal to or greater than the total time, the total time will be considered to be 0 and there will be no charge for the ticket. The grace time can be from 0 to 999 minutes.

Use only facility:

All tickets are encoded with a 2 digit facility code. This facility code is set in the ticket machine. The default is facility code 99. It may sometimes be desirable to have the fee computer accept tickets only with a certain facility code and exclude all other tickets. This is useful in facilities with multiple lots or zones so that a ticket from one zone cannot be used in another zone. The facility code can be any number from 01 to 99. The ticket machines must be set to match this number. If you are unsure of what facility code to use, contact PPI.

**Password Info Box:**

Use Password:

If this box is checked, it will be necessary to enter a password in order to gain access to the programs various windows and functions. The Password Box (Figure 3) will appear when any menu item is selected. It is recommended that this password be known only to managers and supervisors, cashiers do not need access to any functions other than the Transaction Window and the Log-In/Log-Out Window which can be accessed without a password.

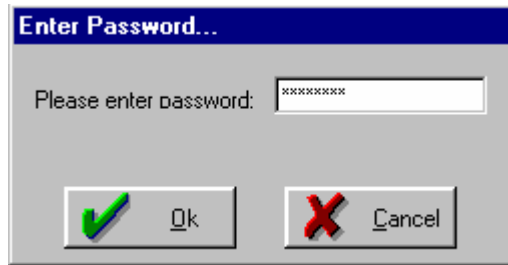


FIGURE 3

Password:

The password to use. Can be any combination of letters and numbers up to 8 characters long.

**Terminal Info Box:**

Facility Name:

The name of the facility in which the fee computer is located. This name will be printed on the receipts.

Lane Number:

The number of the lane at which the fee computer is located. This number will be printed on the receipts.

**Holidays/Special Events Box:**

Up to 12 dates can be entered in this box. On the specified date, Fee 2 of a fee structure will automatically be charged.

**Tax Rates Box:**

Tax 1, Tax 2, Tax 3:

The program can account for three separate tax rates. A tax rate can be any percentage from 0.00% to 100.00%. For example, if Tax 1 is 10.00% and the fee is \$10.00, then the program assumes that \$1.00 of the fee was a tax. The taxes for each rate are totaled and listed separately in the shift reports and are recorded in the daily log files.

**Data Files Box:**

Ticket Data:	The path to the file containing the numbers of tickets that have been processed. (Used in Bar Code systems only.)
License Data:	The path to the file containing the license plate inventory. (This is a custom feature. Consult PPI if this feature is required.)
<b>Cashier Type box:</b>	The Cashier Type box presents 3 options for setting the operating mode of the fee computer and the type of tickets that will be used. If Standard & Bar Code is selected, the fee computer will act as a stand-alone (TPC-300/S) and a bar code (TPC-300/BC) system. It will be capable of reading bar code encoded tickets if it is equipped with a bar code reader. If Magnetic Stripe is selected, the fee computer will read magnetic stripe tickets through a TIM1000 reader/validator. (TPC-300/M system) If Central is selected, the fee computer will operate as a central cashier in a time lag system. (TPC-300/C system) Validated tickets will be returned to the customer and will remain valid for the length of time set in the lag time box.

## 4.0

## *Attendants*

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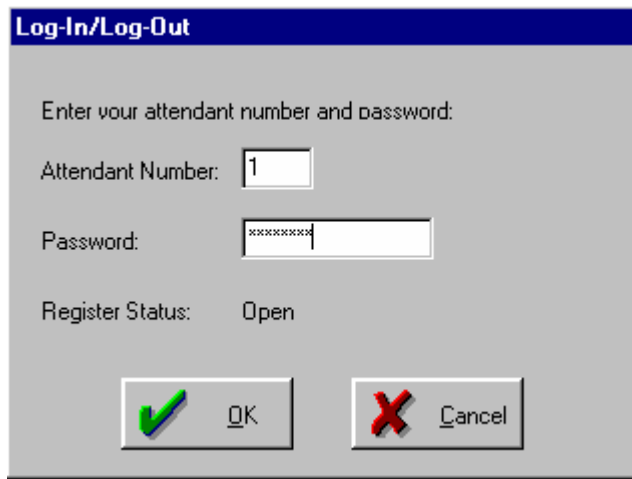
The program will recognize 20 attendants. Each attendant will have a number, 1 to 20, and a unique password. Attendant passwords are assigned in the Attendants Window (Figure 5). The Attendants Window is accessed by selecting *Attendants...* from the *Select* menu on the Transaction Window. In the Attendants Window, a password can be entered for each of the attendants. A password can be any combination of letters and numbers up to 15 characters long. The attendant must use this password and number when logging in or out.

### **Logging In and Logging Out:**

Before tickets can be processed, an attendant must log on to the system. Attendants log in and out in the Log-In/Log-Out Window (Figure 4). This window is accessed by pressing the **F6** key when the Transaction Window is displayed. When the Log-In/Log-Out Window is displayed, the Register Status field will read either "Open" if there is an attendant logged in, or "Closed", if no attendant is logged in. To log in or out, the attendant must type in his or her number and password and press the **Enter** key. The status of the register will then change appropriately. When the register is "Open" tickets can be cashiered.

Alternately, in a Mag Stripe/Central system, it is possible to use cashier cards to log in and out. If a fee computer is operating in Mag Stripe or Central mode, a button labeled "Card" will appear to the right of the attendant password field in the Attendants Window (see Figure 5). When a password is entered and this button is clicked, a blank magnetic stripe card can be inserted into the Reader/Validator. This card will then be encoded with the attendants access code. When F6 is pressed, the attendant will then be able to insert his or her cashier card into the Reader/Validator in order to log in or out instead of typing a cashier number and password. If the cashier card

cannot be read, it is always possible to type in the cashier number and password manually and press the **Enter** key in order to log in or out. Note: The Card buttons will not be visible if the fee computer is in Standard or Bar Code mode.



**Log-In/Log-Out**

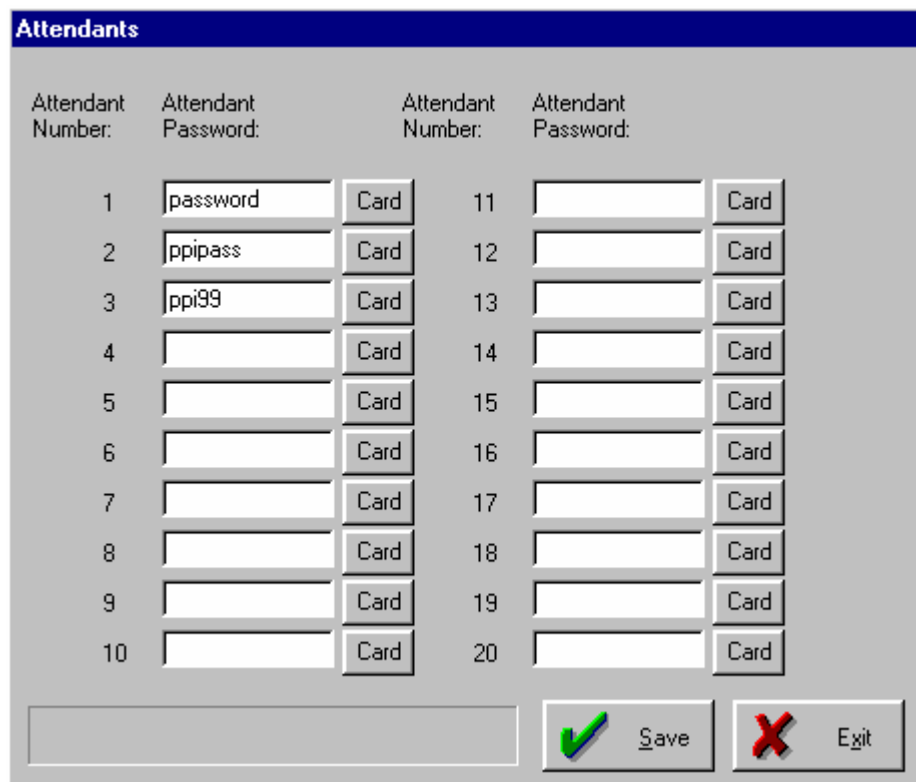
Enter your attendant number and password:

Attendant Number:

Password:

Register Status: Open

FIGURE 4



**Attendants**

Attendant Number:	Attendant Password:	Card	Attendant Number:	Attendant Password:	Card
1	password	Card	11		Card
2	ppipass	Card	12		Card
3	ppi99	Card	13		Card
4		Card	14		Card
5		Card	15		Card
6		Card	16		Card
7		Card	17		Card
8		Card	18		Card
9		Card	19		Card
10		Card	20		Card

FIGURE 5

## 5.0

## *Fee Structures*

There are 5 fee structures, A, B, C, D, and E. The Fee Structures Window is accessed by selecting *Fee Structures...* from the *Select* menu on the Transaction Window. The Fee Structures Window has 5 tabs, one for each fee structure. To select a tab, press the **Alt** key and the key that corresponds to the fee structure you wish to view. Each fee structure is divided into 10 time periods. These time periods represent the length of time in minutes that a vehicle has been in the facility during that day. Each time period can have two fees assigned to it. Fee 1 is used to compute the charge when the **F7** key is pressed and Fee 2 is used to compute the charge on holidays or when the **F8** key is pressed. Each fee structure is also assigned a 24 hour maximum charge and a weekly maximum charge. A fee structure must also be assigned as one of three types: Standard, Type 1 Linear, and Type 2 Linear. (To move the cursor to the first time period, press the **Alt** key and the number that follows the word Duration.) An explanation of each fee type and how the fees are computed follows below:

The screenshot shows a window titled "Fee Structures" with five tabs: "Fee Structure A", "Fee Structure B", "Fee Structure C", "FeeStructure D", and "Fee Structure E". The "Fee Structure A" tab is selected. The window contains a table with three columns: "Duration (1)", "Fee 1:", and "Fee 2:". The first four rows have non-zero values, while the remaining six rows have zeros. To the right of the table are two input fields: "24 Hour Maximum:" with the value "5.00" and "Weekly Maximum:" with the value "10.00". Below these is a "Fee Type:" section with three radio buttons: "Standard Fee", "Type 1 Linear" (which is selected), and "Type 2 Linear". At the bottom right are two buttons: "Save" with a green checkmark icon and "Quit" with a red X icon.

Duration (1)	Fee 1:	Fee 2:
30	1.00	.50
60	2.00	1.00
120	3.50	2.50
1,440	5.00	3.00
0	0.00	0.00
0	0.00	0.00
0	0.00	0.00
0	0.00	0.00
0	0.00	0.00
0	0.00	0.00

24 Hour Maximum: 5.00  
Weekly Maximum: 10.00

Fee Type:  
 Standard Fee  
 Type 1 Linear  
 Type 2 Linear

Save Quit

FIGURE 6

**Standard Fee:**

Figure 6 shows a typical standard fee structure. The first four time periods are used. For the first 30 minutes, the fee is \$1.00 or \$0.50 if Fee 2 is used. For the next 60 minutes, the fee is \$2.00 or \$1.00 for fee 2. Using Fee 1 as an example, if a ticket is 30 minutes old or less, the fee is \$1.00. If the ticket is from 31 minutes old to 60 minutes old, the fee is \$2.00. If the ticket is from 61 minutes to 120 minutes old the fee is \$3.50. If the ticket is from 121 minutes old to 1440 minutes old the fee is \$5.00. 1440 minutes are the total number of minutes in a day. The last time period that is used must be set to 1440 minutes or fees will not be computed correctly. A day is considered to

be a full 24 hours. The 24 Hour Maximum is the most that can be charged for each full 24 hour period. A week is seven 24 hour periods. The Weekly Maximum is the most that can be charged for each seven day period. If a vehicle enters at 10:00PM and leaves at 8:00 AM the next day, the vehicle is considered to have parked for 10 hours or 600 minutes and will be charged \$5.00 using the fee structure in Figure 5. If a vehicle enters at 10:00PM and leaves at 10:30PM the next day, the vehicle is considered to have been parked for 24 hours and 30 minutes. The charge will be \$6.00, \$5.00 for the first 24 hours plus \$1.00 for the remaining 30 minutes. If a vehicle enters at 10:00PM on the 1<sup>st</sup> day of the month and leaves at 10:00AM on the 4<sup>th</sup> day, the charge is \$10.00. Even though the vehicle has parked for 2 days and 12 hours, the charge cannot be more than \$10.00 because \$10.00 is the maximum amount that can be charged for any week.

### **Type 1 Linear Fee:**

Some fees charge an equal amount for every time period and each time period is the same length. For example: \$1.00 for every hour or \$0.50 for every 30 minutes. This type of fee structure is referred to as a linear fee structure. To set up a linear fee structure, set the first time period to the desired number of minutes and Fee 1 and Fee 2 to the desired charge. Only the first time period is used to compute the charge. All other periods are ignored. If the above fee structure were set to a Type 1 Linear Fee, it would charge \$1.00 for every 30 minutes. If a vehicle parked for 120 minutes, the charge would be \$4.00. If the car parked for 180 minutes, the charge would be \$5.00. The charge cannot be higher than \$5.00 because \$5.00 is the 24 hour maximum and is the most that can be charged for that day. If the vehicle parked for 25 hours, the charge would be \$7.00, \$5.00 for the first 24 hours and \$2.00 for the next 60 minutes.

### **Type 2 Linear Fee:**

Some fees are not entirely linear, that is, they may charge \$1.00 for the first hour and \$0.50 for every hour after that. This is a Type 2 Linear Fee. Only the first two periods are used in a Type 2 Linear Fee. All other periods are ignored. If the above fee structure were set to a Type 2 Linear Fee, it would charge \$1.00 for the first 30 minutes and \$2.00 for every 60 minutes after this. If a vehicle parked for 90 minutes the charge would be \$3.00. If a vehicle parked for 100 minutes, the charge would be \$5.00: \$1.00 for the first 30 minutes, \$2.00 for the next 60 and \$2.00 for the extra 10 minutes. The fee cannot be higher than \$5.00 because \$5.00 is the maximum that can be charged for the day.

## ***6.0 Fixed and Misc. Fees, Discounts***

In addition to the fee structures, it is possible to apply a fixed fee to a ticket, add a miscellaneous charge and apply a discount. Fixed Fees, Miscellaneous Fees, and Discounts are set on the Fixed and Misc. Fees Window (Figure 7). The Fixed and Misc. Fees Window is accessed by selecting *Fixed, Misc and Discounts...*, from the *Select* menu on the Transaction Window. An explanation of the items in this window follows below.

**Fixed and Miscellaneous Fees**

Fixed Fees:	Miscellaneous Fees:	Discounts:
Fee A: 10.00	Fee A: 1.00	Fixed Disc. A: 10.00
Fee B: 20.00	Fee B: 2.00	Fixed Disc. B: 20.00
Fee C: 30.00	Fee C: 3.00	Fixed Disc. C: 30.00
Fee D: 40.00	Fee D: 4.00	Percent Disc.: 100.00 %
Fee E: 50.00	Fee E: 5.00	Time Discount: 10 min.

Save Exit

FIGURE 7

**Fixed Fees Box:**

There are five fixed fees: A, B, C, D and E. A fixed fee is a flat rate charge that ignores the age of the ticket as well as any fee structures, misc. fees, discounts and validations. When a fixed fee is entered in the fixed fee field in the Transaction Window, all other fees, discounts and validations are ignored and only the amount assigned to that fixed fee in this box is charged to the ticket.

**Miscellaneous Fees Box:**

There are five miscellaneous fees, A, B, C, D and E. A miscellaneous fee is a charge that can be applied to a ticket in addition to the charge computed by a fee structure. When a misc. fee is entered in the misc. fee field in the Transaction Window, the amount assigned to that misc. fee in this box is added to the charge for that ticket.

**Discounts Box:**

There are five discounts, A, B, C, D and E. A discount is an amount that is subtracted from the charge computed by a fee structure. Discounts A, B and C, are fixed amounts. These amounts are subtracted from the charge. Discount D is a percentage. The charge will be reduced according to the amount entered in this field. Discount E is a discount by time. The number of minutes entered in this box will be subtracted from the total time that the ticket has been outstanding. This time is subtracted before any other fees are computed. If a discount is equal to or greater than the total charge or reduces the total time to 0 or less, the total charge will be reduced to 0.

# 7.0

# Validations

A validation is a discount that can be applied to a ticket. Validations are typically assigned to merchants whose store has been patronized by the holder of the ticket. When a purchase is made, a store may stamp the ticket, or, in the case of magnetic stripe tickets, a store may be given a Reader/Validator unit so that the validation can be encoded on the ticket. When exiting the parking facility, the cashier will check the ticket for any stamps. If the ticket has been stamped, the cashier enters the number of the validation account assigned to that merchant in the validations field in the Transaction Window. If a magnetic stripe ticket has been validated, the validation will be read and applied automatically. The amount assigned to the validation will then be subtracted from the total charge. If the amount of the validation is equal to or greater than the total charge, the charge is reduced to 0. Validations are assigned in the Validation Accounts window (Figure 8). The Validation Accounts window is accessed by selecting *Validations...* , from the *Select* menu on the Transaction Window. Each validation account can be assigned a name, a value and a type. The name can be any combination of letters and numbers up to 20 characters long. The value is the amount that will be subtracted from the total charge. This can be a number from .01 to 9999.00. The check box to the right of the value will indicate if the value is treated as a fixed amount or a percentage. If the box is un-checked, the value will be subtracted from the gross fee. If the box is checked, the value will be treated as a percent and the fee will be discounted by this amount. If the percent box is checked, the value must be a number form 1 to 100.

#	Account Name	Value	P	#	Account Name	Value	P	#	Account Name	Value	P
1	1	10.00	<input checked="" type="checkbox"/>	13	13	900.00	<input type="checkbox"/>	25	25	11.00	<input type="checkbox"/>
2	2	20.00	<input checked="" type="checkbox"/>	14	14	1,000.00	<input type="checkbox"/>	26	26	12.00	<input type="checkbox"/>
3	3	45.00	<input checked="" type="checkbox"/>	15	15	1.00	<input type="checkbox"/>	27	27	13.00	<input type="checkbox"/>
4	4	50.00	<input checked="" type="checkbox"/>	16	16	2.00	<input type="checkbox"/>	28	28	14.00	<input type="checkbox"/>
5	5	100.00	<input type="checkbox"/>	17	17	3.00	<input type="checkbox"/>	29	29	15.00	<input type="checkbox"/>
6	6	200.00	<input type="checkbox"/>	18	18	4.00	<input type="checkbox"/>	30	30	16.00	<input type="checkbox"/>
7	7	300.00	<input type="checkbox"/>	19	19	5.00	<input type="checkbox"/>	31	31	17.00	<input type="checkbox"/>
8	8	400.00	<input type="checkbox"/>	20	20	6.00	<input type="checkbox"/>	32	32	18.00	<input type="checkbox"/>
9	9	500.00	<input type="checkbox"/>	21	21	7.00	<input type="checkbox"/>	33	33	19.00	<input type="checkbox"/>
10	10	600.00	<input type="checkbox"/>	22	22	8.00	<input type="checkbox"/>	34	34	20.00	<input type="checkbox"/>
11	11	700.00	<input type="checkbox"/>	23	23	9.00	<input type="checkbox"/>	35	35	21.00	<input type="checkbox"/>
12	12	800.00	<input type="checkbox"/>	24	24	10.00	<input type="checkbox"/>	36	36	22.00	<input type="checkbox"/>

Save Exit

FIGURE 8

A transaction occurs when a fee is computed for a ticket and the fee is paid and accepted by the cashier. All transactions are performed on the Transaction Window (Figure 1). In order for a transaction to be accepted, the Register field in the Status box must read "Open", indicating that an attendant is logged in, and the Status field must read "Car present". No tickets can be processed if an attendant is not logged in and a car is not present. (Note: In a fee computer operating in central mode, the car present message does not appear.)

## Processing Tickets Manually:

In a TPC-300/S system, all tickets must be processed manually. However, even in a TPC-300/BC, TPC-300/M and TPC-300/C system, some tickets will not be readable. In these cases, it will be necessary to process the ticket manually. To manually process a ticket, follow these steps:

**Step 1 – Enter the ticket information:** When a vehicle pulls into the exit lane, the Status field will read "Car present" and the cursor will move to the Lane# field. In a Central system, transactions are initiated by pressing the T key after which the Status field will read "Ready".

Type in the lane number as printed on the ticket. Press **Tab** to move the cursor to the Time In field. Note: The lane number is optional. You can skip this field by pressing the **Tab** key.

When the cursor is in the time field, type in the entry time as printed on the ticket. All times must be entered in 24 hour format, for example, 10:15PM is 22:15. (The time on the tickets is normally printed in 24 hour time.) Press **Tab** to move the cursor to the Date In field.

By default, the date field will display the current date. The date is in the format mm/dd/yyyy. If the ticket was issued during the current day, it is not necessary to enter the date and the **Tab** key can be pressed to move the cursor to the Fee Structure field. If the ticket was issued on a previous day, the correct day and/or month can be typed in. It is not necessary to type in the entire date. Press **Tab** to move the cursor to the Fee Structure field after the date is entered.

**Step 2 – Enter fee information:** In the Fee Structure field, type in the letter of the fee structure, A, B, C, D, or E, that will be used to compute the fee and press **Tab** to move the cursor to the Fixed Fee field. If a fixed fee is to be used, skip the Fee Structure field by pressing **Tab**. (In order to compute a fee, you must assign a fee structure or a fixed fee, you cannot use both.)

After you have entered either a fee structure or a fixed fee and there are no misc. fees, validations or discounts, you can go to step 3, otherwise, press **Tab** to move the cursor to the miscellaneous fee field.

When the cursor is in the miscellaneous fee field, type in the letter of the miscellaneous fee, A, B, C, D or E, if one will be applied to the ticket or press **Tab** to skip this field and move the cursor to the Discount field.

When the cursor is in the discount field, type in the letter of the Discount, A, B, C, D or E, if one will be applied to the ticket or press **Tab** to skip this field and move the cursor to the Validation field.

Type in the number of the validation, 1 to 36, if one will be applied to the ticket.

**Step 3 – Compute and accept the fee:** Once all the fees, discounts and validations that will be applied to the ticket have been typed in, the fee can be computed by pressing the **F7** or the **F8**

key. If the **F7** key is used, Fee 1 of the fee structure will be used to compute the charge. If the **F8** key is used, Fee 2 of the fee structure will be used to compute the charge. The charge will be displayed in the Amount Due box. The cursor will move to the License Plate field if the Require License Plate box is checked in the Configuration Settings Window. Otherwise, it will move to the Cash Tendered field. If a mistake has been made entering the time, date, or fee information, the fields can be changed by moving the cursor to the desired field by pressing the **Tab** key and entering the correct information. Pressing **F7** or **F8** again will re-compute the fee.

When the cursor is in the license plate field, type in the license plate number if required and press **Tab** to move the cursor to the Cash Tendered field. Type in the cash tendered if required.

Once all the information that is required has been typed in, press the **F9** key to accept the fee. Pressing **F9** will finalize the transaction. The cash drawer and gate will open and a receipt will be printed if Auto Receipt has been checked in the Configuration Window. If a receipt is not automatically printed, one can be printed on demand by pressing the **F11** key. The transaction information will be recorded and the fields on the Transaction Window will be cleared. In a Standard or Bar Code system, the ticket can be validated by placing it in the slot in the printer and pressing the **F12** key as shown in figure 9. Once the vehicle leaves the lane, the fee computer will be ready for the next transaction.

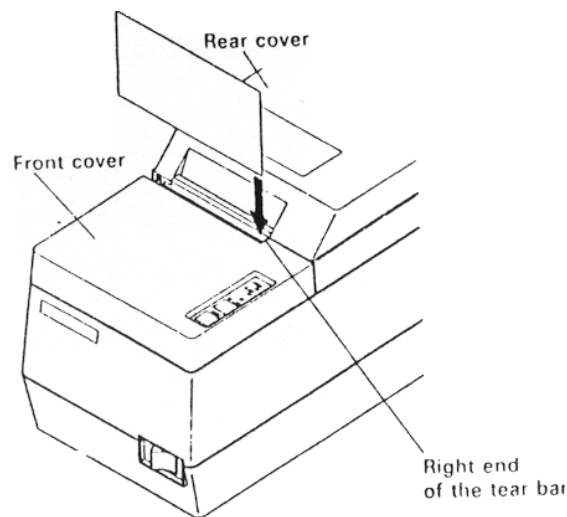


FIGURE 9

#### Processing a Bar Code or Magnetic Stripe ticket:

**Step 1 – Read the ticket:** When a vehicle pulls into the exit lane and the Status field reads “Car present”, slide the ticket through the bar code reader if it is a bar code system or, insert the ticket into the ticket Reader/Validator if it is a magnetic stripe system.

In a system operating in central mode, a transaction must be initiated by pressing the **T** key. The ticket can then be inserted into the Reader/Validator.

The ticket will be decoded and the Lane #, entry time and entry date will be displayed automatically. If Auto Fee Calculation has been checked in the Configuration Window, the fee will automatically be displayed and you can skip to step 3. Otherwise, the cursor will move to the fee structure field.

**Step 2 – Enter fee information:** In the Fee Structure field, type in the letter of the fee structure, A, B, C, D, or E, that will be used to compute the fee and press **Tab** to move the cursor to the Fixed Fee field. If a fixed fee is to be used, skip the Fee Structure field by pressing **Tab**. (In order to compute a fee, you must assign a fee structure or a fixed fee, you cannot use both.)

After you have entered either a fee structure or a fixed fee and there are no misc. fees, validations or discounts, you can go to step 3, otherwise, press **Tab** to move the cursor to the miscellaneous fee field.

When the cursor is in the miscellaneous fee field, type in the letter of the miscellaneous fee, A, B, C, D or E, if one will be applied to the ticket or press **Tab** to skip this field and move the cursor to the Discount field.

When the cursor is in the discount field, type in the letter of the Discount, A, B, C, D or E, if one will be applied to the ticket or press **Tab** to skip this field and move the cursor to the Validation field.

Type in the number of the validation, 1 to 36, if one will be applied to the ticket.

**Step 3 – Compute and accept the fee:** (Note: If Auto Fee Calculation is on, the fee will already be displayed and it will not be necessary to press **F7** or **F8**.) Once all the fees, discounts and validations that will be applied to the ticket have been typed in, the fee can be computed by pressing the **F7** or the **F8** key. If the **F7** key is used, Fee 1 of the fee structure will be used to compute the charge. If the **F8** key is used, Fee 2 of the fee structure will be used to compute the charge.

The charge will be displayed in the Amount Due box. The cursor will move to the License Plate field if the Require License Plate box is checked in the Configuration Settings Window. Otherwise, it will move to the Cash Tendered field. When the cursor in the license plate field, type in the license plate number if required and press **Tab** to move the cursor to the Cash Tendered field. Type in the cash tendered if required.

Once all the information that is required has been typed in, press the **F9** key to accept the fee. Pressing **F9** will finalize the transaction. The cash drawer and gate will open and a receipt will be printed if Auto Receipt has been checked in the Configuration Window. If a receipt is not automatically printed, one can be printed on demand by pressing the **F11** key. The transaction information will be recorded and the fields on the Transaction Window will be cleared. In a Standard or Bar Code system, the ticket can be validated by placing it in the slot in the printer and pressing the **F12** key as shown in figure 9. In a Magnetic Stripe or Central system, the Reader/Validator will validate the ticket. Once the vehicle leaves the lane, the fee computer will be ready for the next transaction.

**Lost tickets:** In a Standard, Bar Code and Magnetic Stripe system, a lost ticket can be processed as a manual transaction. However, in a Central system, it will be necessary for the customer to be given a validated ticket in order to exit the facility. In this case, after the **T** key is pressed, insert a

blank ticket into the Reader/Validator. When the transaction is completed, this ticket will become the validated ticket. Note: in a Central system, a transaction can be cancelled by pressing the **V** key before the **F9** key is pressed.

## **9.0** *Reports*

A variety of reports are available in the TPC-300. These reports are printed on the systems 40 column receipt printer. Reports are accessed from the *Reports* menu on the Transaction Window. The following reports are available:

- Attendants:** Prints a list of all attendants and their passwords.
- Configuration Settings:** Prints a list showing the settings of the items on the Configurations window.
- Daily Report:** Selecting this item displays the Daily Report window (Figure 10). When a date is typed into the date field and the enter key is pressed, a report is printed with the total fees collected for all shifts that began on that day.

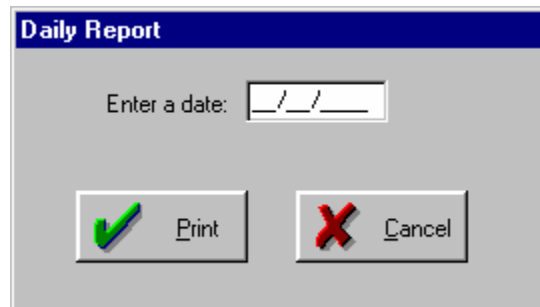


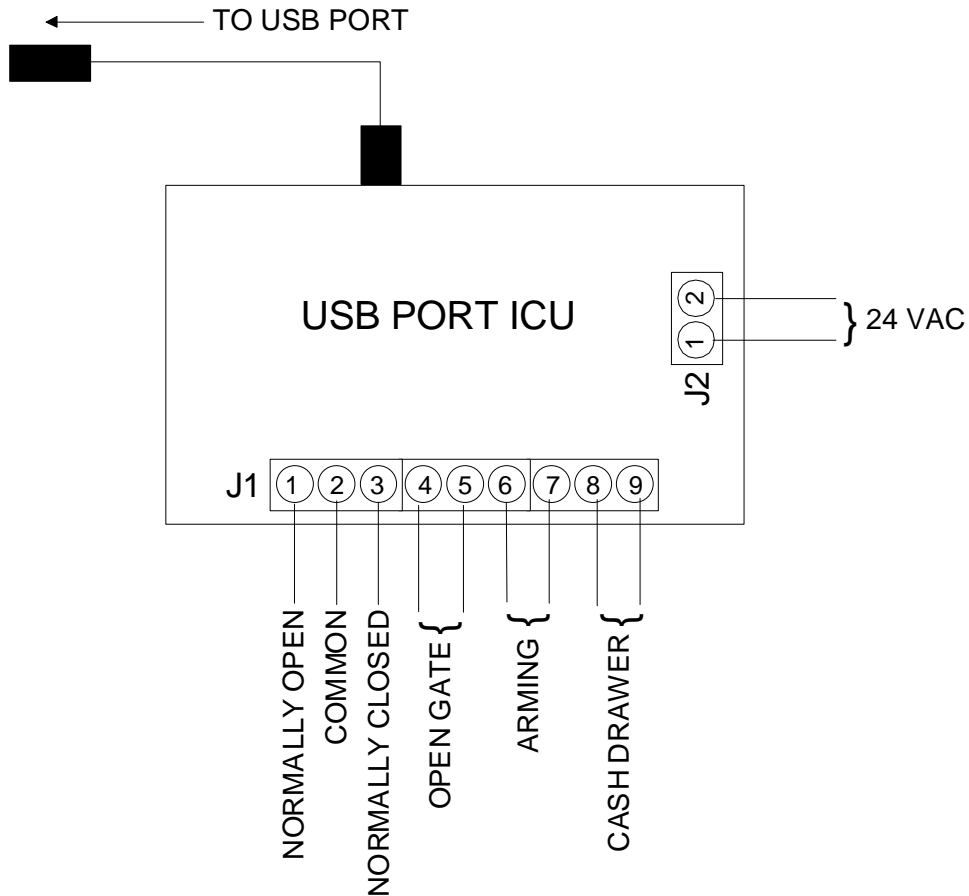
FIGURE 10

- Fees:** Prints a report showing the fee structures, A to E, and what fees have been assigned to them.
- Shift Report:** Selecting this item displays the Shift Report window (Figure 11). The window will display the totals for the last shift. Pressing the enter key or clicking the Print button will print the report that is displayed. To display a different shift, use the << and >> buttons to scroll through the shifts.



# Appendix A - Hardware Interface

## TPC-300 USB I/O INTERFACE CONNECTION DIAGRAM



NOTES: Pins 1,2 & 3 can be used to connect a red/green light or open closed sign.  
This relay is on when a cashier is logged in and off otherwise.

Pins 4 & 5 provide a normally open contact that closes for 1 second after a fee is accepted. This contact can be used to open a gate.

Pins 6 & 7 are connected to an arming signal. This must be a normally open contact. The "car present" signal will be displayed when this contact is closed.

Pins 8 & 9 provide 24V to open a cash drawer.