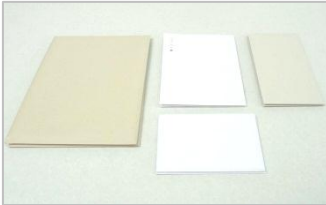


## SINGLE WEIGHING

### 1. Sort the letters



Sort the letters according to the format.

### 2. Determine the basic tariff

Credit	[Progress bar]	
Ink	[Progress bar]	
1st Class Let 100g UK No Services	2nd Class Let 100g UK No Services	
1st Class Lge 100g UK No Services	2nd Class Lge 100g UK No Services	

Start Menu:  
Determine the basic tariff of the letters.

### 3. Weighing letter



Place a letter on to the scales.

### 4. Calculation of the postage value

First Class United Kingdom Large Letter 250g	Add. Serv.	Single 225 g	
Mail Type	Desti nation		

The weight will be measured and shown. At the same time the postage value will be calculated.

### 5. Franking the letter



Frank the letter.

#### Remark

0g	
Scale STACK	
Tare	Info

To switch between single and stack weighing press:  
-Start menu: ";"  
-Main Menu: "Devices"  
-Menu Devices: "Scale"  
- "Scale SINGLE ITEM" or "Scale STACK" key to activate the mode.