

Load Rates



Loading Rates is typically performed when the USPS, FedEx, or UPS change rates.

Rates

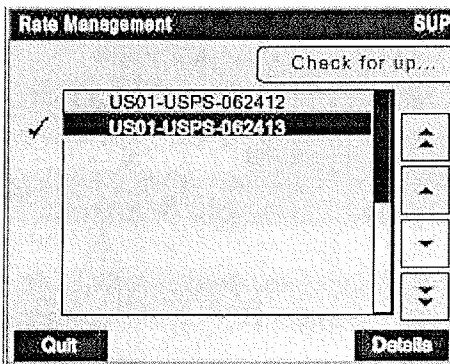
IH/IN 600

• Prior To Loading Rates

Prior to loading rates the following conditions must be met:

- The machine must be covered by a rate protection contract.
- The machine must be declared in Online Services.
- The new rates can be loaded before or after the effective date of the new rates.

• Basic Steps

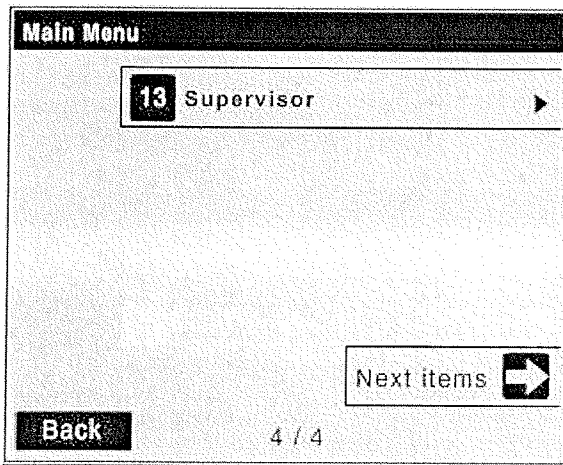


- Press the MENU button.
- Select "Supervisor".
- Enter the Supervisor PIN Code and press OK.
- Select "Options and Updates" button.
- Select "Rates Management" button.
- The "Rate Management" screen is displayed.
- Press "Check For Updates".
- Several screens will be displayed as the machine connects to the server.
- When new rates are loaded "Server Call Successful" is displayed.
- The Rate Management Screen is displayed. Current rates are indicated with a checkmark.
- Press the "Sleep/Wake" button to exit Supervisor Mode.

• Detailed Steps

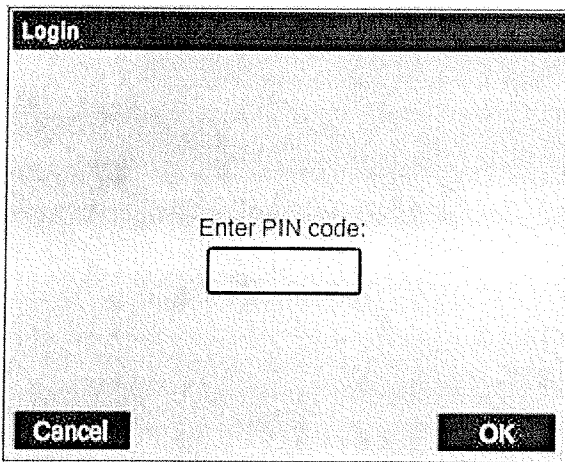
Step 1

Press the MENU button.



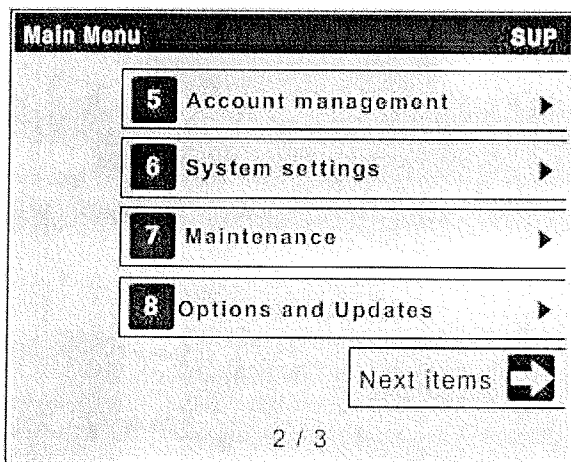
Step 2

Press the "Next Items" button until "Supervisor" is displayed then press the "Supervisor" button.



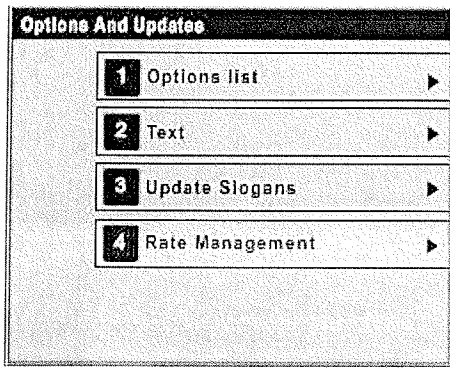
Step 3

Using the alphanumeric keypad enter the supervisor PIN code and press the OK button.



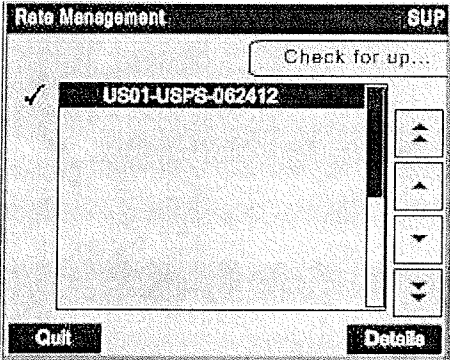
Step 04

Press the "Next Items" button until "Options and Updates" is displayed then press the "Options and updates" button.



Step 05

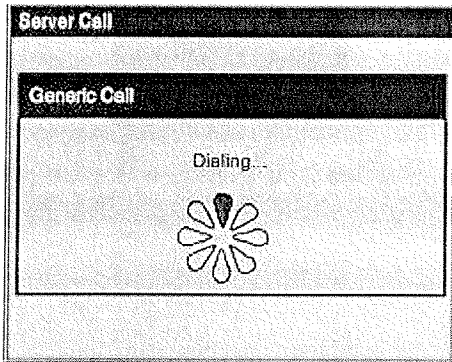
Press the "Rate Management" button.



Step 06

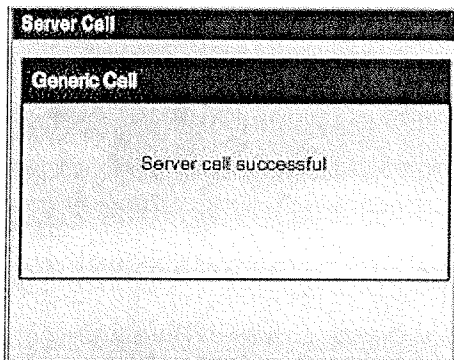
Press the "Check for updates" button.

- Check Latest Rate File Versions to view the list of rate file versions .



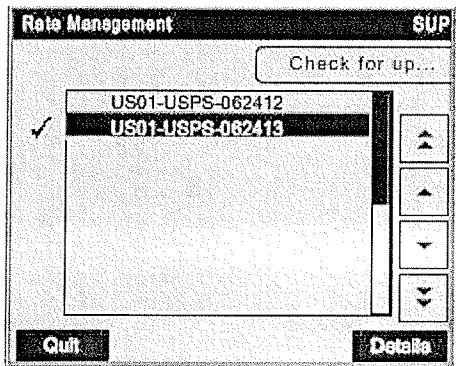
Step 07

Several screens will be displayed as the machine connects to the server.



Step 08

When the display shows "Server Call Successful" press the OK button.



Step 09

The Rate Management screen is displayed.

- The current rates are indicated with a check mark. The new rates should be displayed without a check mark indicating that the rates have downloaded successfully.
- The new rates will become active on the specific date the carrier has determined to be the effective date.

• Step 10

Press the "Sleep/Wake" button to exit from supervisor mode.

Date created:

03/19/2013 19:43:05

Last updated:

11/08/2013 18:09:55

Product(range):

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