

Download and Install Guide for the Citizen CT-S310 Receipt Printer
Operating Systems: Microsoft® Windows® XP/Vista/Win7
QuickBooks Point of Sale Versions: 4.0/5.0/6.0/7.0/8.0/9.0

NOTE: Please make sure you have the latest updates for Point of Sale. (If needed select **Update QBPOS** from the **File** menu.)

1. Download the file **CitizenCTS300.exe** to your desktop.
2. Once downloaded, double-click the file on your desktop. The driver files will be automatically extracted to the following location: **C:\Drivers\CitizenCTS310** and the driver installation will be run silently for approximately 30 seconds.
3. Ensure your printer is turned on and has paper loaded.
4. Plug the printer's USB cable into an available USB port on your computer.

To configure Point of Sale to work with the Citizen CT-S310 Receipt Printer:

1. Start Point of Sale.
2. Choose **Edit > Preferences > Workstation**.
3. Select **Print Options (Documents & Printers)** in Version 6.0 and higher) from the preferences list.
4. Make the following selections:
 - a. Select the Citizen Receipt Printer for each of the documents you want to print with this printer.
 - b. Select an appropriate label template for each of the document types.
 - c. Click **Save**.

Your receipt printer is now ready to use with Point of Sale!