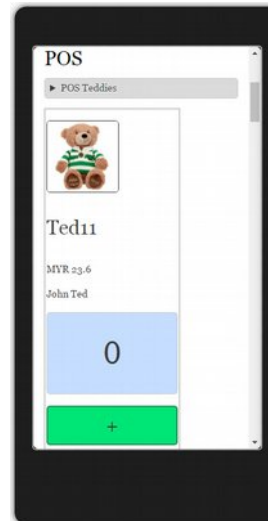


Overview of point of sales

Point of sales is a tool to manage sales transactions at store level.
It is designed for simple transactions that can be recorded with a mobile device.
You can select item and quantity, record transaction and send a receipt by email to customer.



Display default POS structure

The default structure will display all available items in your products list




(See products and services module)

Price indicated is the local selling price in item management module
See example

POS

POS

Company 2 Default Next >>

		
P1167	P1168	P1169
USD 90	USD 189	USD 69
Minimal Wooden chair	Heavy wooden chair	Kitchen wooden chair
0	0	1
+	+	+
-	-	-

Next >>

Click next to confirm transaction

Add quantity sold

POS display by item

Select company and default structure to display all available items

Display default POS structure

Confirmation

POS

Next step list the total transaction details

Bill summary

Item	Quantity	Value
P1167: 90 Minimal Wooden chair	2	180
P1169: 69 Kitchen wooden chair	1	69
Total	3	249
Tax (5%)		12.45
Total with tax		261.45

Optional email

customer@email

Send a purchase receipt to customer

Optionally add customer email address to send a receipt

<< Back

Confirm

Go back to previous step

Click 'Confirm' to register the purchase

Display default POS structure

Confirmation

Receipt sent via email with different color themes available

Go to "settings" to change theme



Receipt

Ref 3
2017-04-14 05:18

B30 teddy...	1 :	9.00	USD 9.00
B31 teddy...	1 :	8.00	USD 8.00
B32 teddy...	2 :	12.00	USD 24.00
Total			USD 41.00
Tax			USD 4.10
Total with tax			USD 45.10

Tel: 3333333
Fax: +709823400
Email: me@me.com

THANK YOU, COME AGAIN!

Management solution by [EK](#)



Receipt

Ref 3
2017-04-14 05:18

B30 teddy...	1 :	9.00	USD 9.00
B31 teddy...	1 :	8.00	USD 8.00
B32 teddy...	2 :	12.00	USD 24.00
Total			USD 41.00
Tax			USD 4.10
Total with tax			USD 45.10

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Fax: +709823400
Email: me@me.com

THANK YOU, COME AGAIN!

Management solution by [EK](#)



Receipt

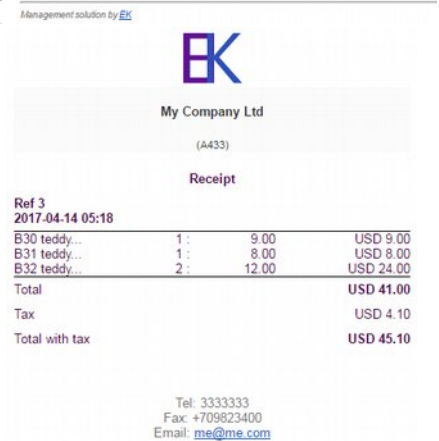
Ref 3
2017-04-14 05:18

B30 teddy...	1 :	9.00	USD 9.00
B31 teddy...	1 :	8.00	USD 8.00
B32 teddy...	2 :	12.00	USD 24.00
Total			USD 41.00
Tax			USD 4.10
Total with tax			USD 45.10

Tel: 3333333
Fax: +709823400
Email: me@me.com

THANK YOU, COME AGAIN!

Management solution by [EK](#)



Receipt

Ref 3
2017-04-14 05:18

B30 teddy...	1 :	9.00	USD 9.00
B31 teddy...	1 :	8.00	USD 8.00
B32 teddy...	2 :	12.00	USD 24.00
Total			USD 41.00
Tax			USD 4.10
Total with tax			USD 45.10

Tel: 3333333
Fax: +709823400
Email: me@me.com

THANK YOU, COME AGAIN!

Management solution by [EK](#)

Custom POS structure

If you have a lot of items, you may want to classify your items into different groups or categories.

You can build a custom POS display with your selected items

POS build

Go to "Structures" / "Build"

Transactions Structures

List Build

POS name * Give a name to your display

Teddies

You can search items you want to add to your POS structure below. Select each item by clicking on the item icon. All selected items will be listed in the right column.

Search by keyword or code

ted

Selected 5

Selected items for your POS display

Items found in your record. Click on item icon to select

Apply

Click apply to record this display

Item ID	Item Name	Barcode
17	Angela Ted	9555444100034
23	Blue Ted	9555444100072
11	John Ted	9555444100003
18	Travelling Ted	9555444100041
19	Cooking Ted	9555444100041
20	Your Friend Ted	9555444100065
21	Happy Ted	9555444100065

List of available
custom POS display

POS List

Transactions Structures

Go to "Structures" /
"List"

List Build

You can view your
list of custom POS
displays

Structures list

	Name	Number of sku
<input checked="" type="checkbox"/>	Simple	4
<input type="checkbox"/>	Teddies	7

Delete selected

Select a list and click
"Delete selected" to
delete a custom display





Select custom display




POS

Select your custom display in filter

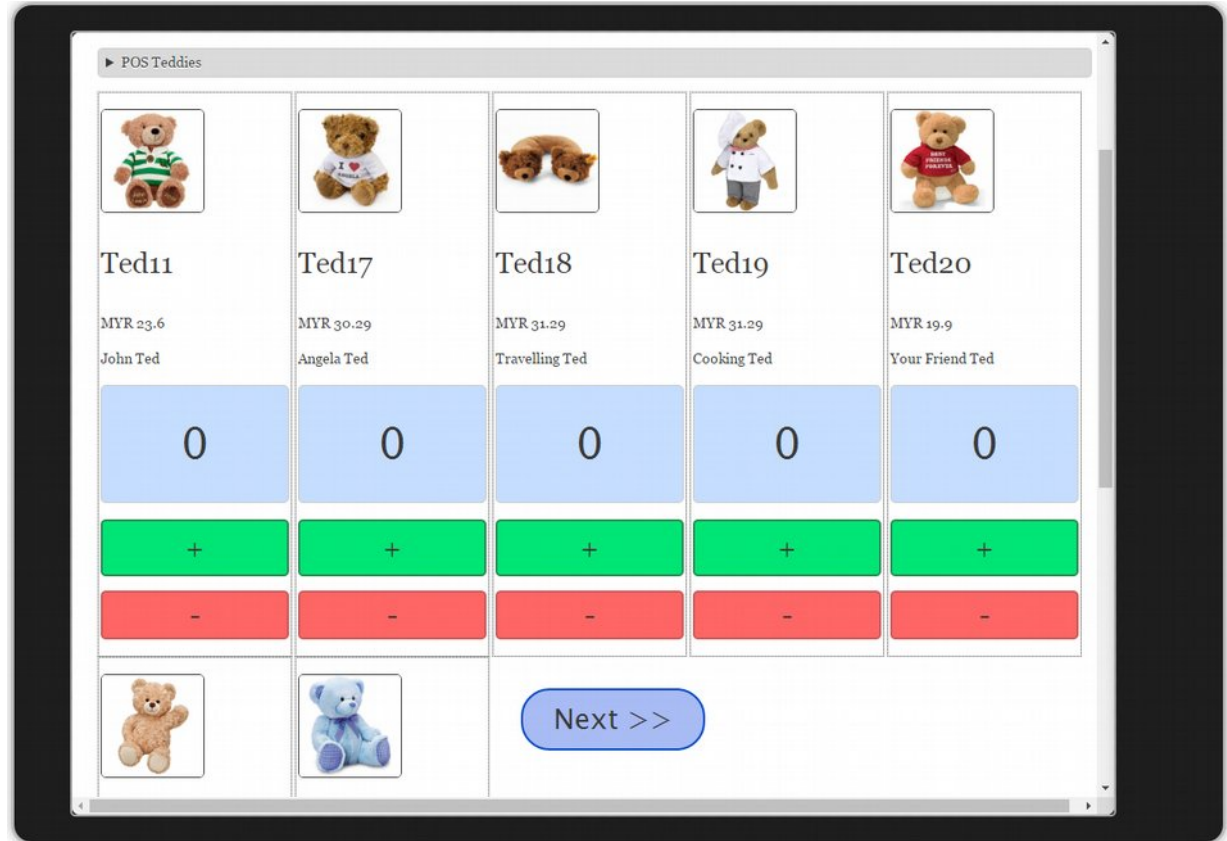
POS Teddies

My Company Ltd Teddies Reset

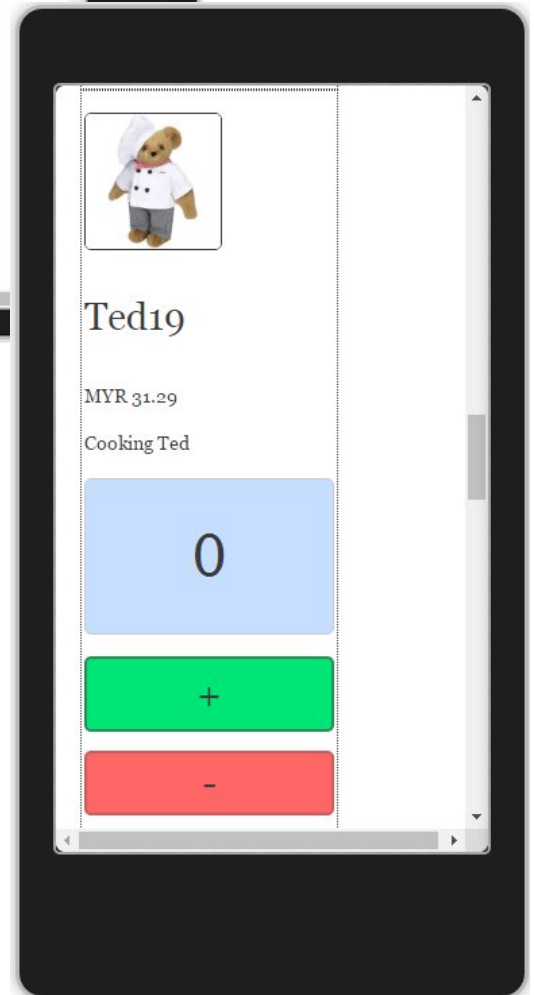
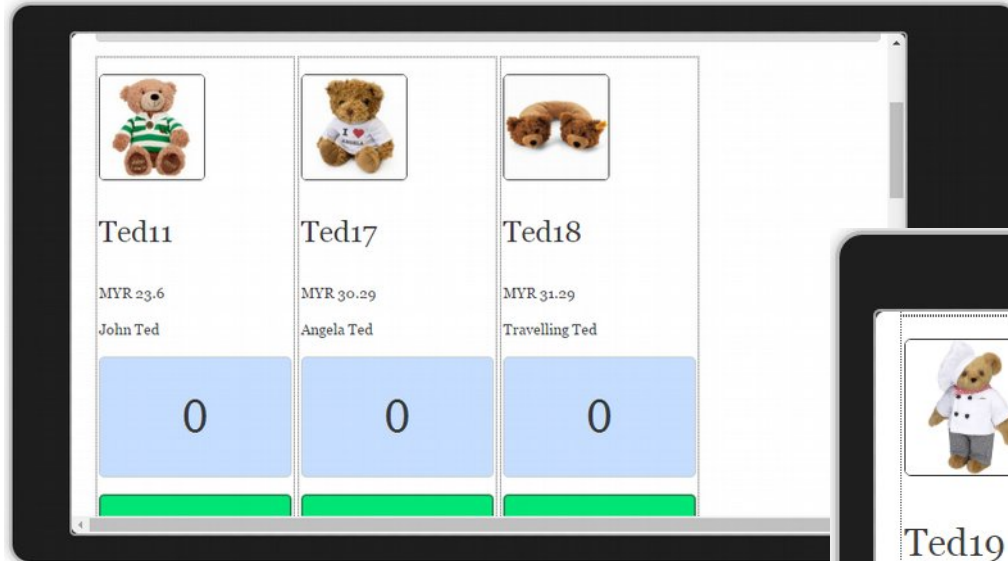
			
Ted11	Ted17	Ted18	Ted19
MYR 23.6	MYR 30.29	MYR 31.29	MYR 31.29
John Ted	Angela Ted	Travelling Ted	Cooking Ted
0	0	0	0
+	+	+	+
-	-	-	-

			Next >>
Ted20	Ted21	Ted23	
MYR 19.9	MYR 20.5	MYR 15.5	
Your Friend Ted	Happy Ted	Blue Ted	

POS display in tablet
example



POS display in smart phone example



POS Transactions management

You can do multiple actions on recorded POS transactions:

- view details
- resent a receipt by email
- delete (if not posted)
- post to logistics and accounts

POS transactions

Transactions Structures

Filter from: 2017-04-09 to: 2017-04-15

My Company Ltd

from: 2017-04-09 to: 2017-04-15

status: Any

Apply Reset

Filter transaction by date, company and status

2 status possible

Export

Select for further action

Excel

View items details of a transaction

Transactions summary

	ID	Value	Date	Operator	Status	Receipt
	1	23.60	2017-04-13 18:50	user	Posted	
<input checked="" type="checkbox"/>	2	60.58	2017-04-14 11:39	user	Not posted	

Post selected Delete selected

Confirm actions "POST" or "DELETE"

Send a receipt to your email address

POS Transactions management

You can do multiple actions on recorded POS transactions:

	A	B	C	D	E	F	G
1	Company: My Company Ltd						
2	from:	2017-04-09	to:	2017-04-16			
3	status: Any						
4							
5	ID	Date	Operator			Status	
6	1	2017-04-13 18:50	user			Posted	
7		Itemcode	Description	Quantity	Price	Value	Tax
8		Ted11	John Ted	1	MYR 23.6	23.60	1.42
9	2	2017-04-14 11:39	user			Not posted	
10		Itemcode	Description	Quantity	Price	Value	Tax
11		Ted17	Angela Ted	2	MYR 30.29	60.58	3.63
12		Ted18	Travelling Ted	2	MYR 30.29	60.58	3.63
13							

When exporting to Excel, transaction items details are listed

Only non posted
transactions can be
deleted

POS transactions

Transactions Structures

Filter from: 2017-04-09 to: 2017-04-15

✘ 1 transaction will be deleted. Please confirm.

Confirm deletion

Confirm before deletion
of transaction

POS transactions

Transactions Structures

Filter from: 2017-04-09 to: 2017-04-15

Item	Quantity to post
Ted17 Angela Ted	2

Stock adjustment in logistics

Post summary

Exchange rate against USD

Currency	Exchange
MYR	4.2

In multi-currencies system, confirm exchange rate against base currency

Credit date *
2017-04-14

Date of accounts credit

Payment account
12120 - Mybank ac. 123

Account credited

Confirm

If finance module is available, salesvalues are posted to accounts

[Back to receipt page](#)

POS administration

Default sales account

If finance module is available, select which account will hold sales records

If you have multiple company account, same account will be used for all entities. Check the accounts chart.

Theme color

Select a default theme color for receipts

Switch theme colors for receipt sent by email

[Back to previous page](#)

Prices

Purchase :	70 USD (2016-07-26)
Selling price :	90 USD
Promotion price :	89 USD
Discount price :	88 USD
Export selling price :	0 --
Export promotion price :	22 --
Export discount price :	0 --

Barcodes

Images

No file selected.





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Systems

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