## **POS Solutions**

#### Australia Pty Limited

ABN 91 006 195 400

Please address all correspondence to: POS S

POS Solutions Australia, PO Box 833 SPRINGVALE SOUTH VIC 3172

os brows

Positive Retailing Email: support@possolutions.com.au

# TRANSACTION DETAILS DIRECT EDIT

Regi	ster No	01							Fri, 21	Nov 2014		-		120	- ARD
x	Price	Qty	1	Discount			Description		Total	•	0	Help	P	ay Out	A CARD
1	\$ 10.00		1	\$ 0.0	O STOCK	К <b>ПТЕМ 1</b>			\$ 10.00	1000	F1		F10		
2	\$ 5.00		1	\$ 0.0	о стосн	TTEN 2			\$ 5.00			Hold		Search	) (M222
3	\$ 20.00		1	\$ 0.0	о стосн	с ITEM 3 ┥			\$ 20.00		F2	U	F11		
												0/		1	
						Override									×
					Selec	t Item t	o Override					Set No	ew P	rice to	6-1
					Line	Price		Description					2	0.00	Call
					3	20.00	STOCK ITEM 3					7	8	9	5 Q
				-								1	•	9	178 Y
EAD THIS BN: HAT IS WHERE i LIVE											4	5	6	Territor Contra	
ax 0394	96132164 46145641											-			
or Cu	2014 11:36:3 ustomer	1AN										1	2	3	
EST CUS TUCK															13PA
												0		Clr	
TOCK IT	tion C TEM 2	ity Pr 1 5	5.00	Total \$.00							1		1		Pay by
otal otal of includes	F Purchase s GST of	(	0.45	5.00 5.00						3		<u>O</u> k		<u>C</u> ancel	
AT IS	29600000003, MHAT YOU GET ND SHOPPING HE	R1 , Se RE. eVE	erved T ERYTH	by [AA] TO SAVE ING HERE						Make t	his a P	armanent	Price	Change	

Direct select transaction editing allows staff one touch access to the tools that:

Change price Change Description Change quantity Set discounts

As long as the staff member who is using the register has the applicable security level to process the task, editing transaction details are as simple as touching the detail you want to change.

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### STEPS

Reg	ister No	01			Fri, 21 I	Nov 2014
x	Price	Qty	Discount	Description	Total	Ŷ
1	\$ 10.00	1	\$ 0.00	STOCK ITEN 1	\$ 10.00	-
2	\$ 5.00	1	\$ 0.00	STOCK ITEN 2	\$ 5.00	
3	\$ 20.00	1	\$ 0.00	STOCK 🕞	\$ 20.00	
	Select to change price.	Select to change Qty.	Select to set discount	. Select the description edit.	n to	
_						4

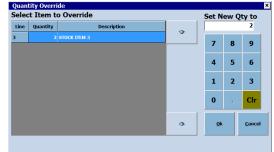
#### Change Price.

- $\rightarrow\,$  Click or touch the **price** listed in the **Price** column. This will make the Price Override window appear.
- $\rightarrow~$  Change the price and press ok to return to the register.

Line	Price			Set New Price to 20.00				
3	20.00	<b>STOCK ITEM 3</b>	•	7	8	9		
				4	5	6		
				1	2	3		
				0		Clr		
			3	<u>O</u> k		<u>C</u> ancel		

#### Change Quantity (Qty)

- $\rightarrow$  Click or touch the **Qty** column on the line you wish to edit. This will make the **Quantity overide** window appear.
- $\rightarrow\,$  Set the quantity for that item and then press ok to return to the register.



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#### Set a Discount

- $\rightarrow\,$  Click or touch the **Discount column**. If you wish to only discount one item make sure you select the discount coloumn on the line you wish to discount.
- $\rightarrow$  The discount window will appear.
- $\rightarrow$  Set the discount for a single item or all items in the transaction. Decide whether the discount is a percentage discount or a cash amount.
- $\rightarrow$  Once you have your choices in place press Ok to return to the register.

Discount									
Set Dis	scount Le	20 %	+ 0.1	+ 0.5	+ 1	+ 5	+ 10		
	F5: by \$	F6: by %	- 0.1	- 0.5	- 1	- 5	- 10		
Di	F8: iscount <u>A</u> ll	F9: <u>L</u> ine Discount	<u>B</u> lank	F7: <u>E</u> ra Discou		F10: Ac urcharge (·			
Or App	Or Apply Discount Level Or use discount voucher								
	evel 1 count	F3: Level 2 Discount	F4: Level Discoun	5	*				
						<u>O</u> k	<u>C</u> ancel		

#### **Change Description**

- $\rightarrow$  Click or touch the description of an item in order to edit the text.
- $\rightarrow$  The description overide window will appear.
- $\rightarrow\,$  Edit the description. (This will appear on receipt) and then select OK to return to the register.

Char	nge Description		×				
	Old Description						
	STOCK ITEM 3						
	New Description						
۲	STOCK DETAILS JUST FOR YOU JACK						
	I						
		<u>O</u> k	<u>C</u> ancel				