Panther Tablet POS

User Manual

August 2023

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Introduction

Purpose of this User Manual

The purpose of this user manual is to provide a detailed overview and instructions for getting started with Panther POS, an Android tablet POS solution.

- If you want to install Panther POS, you can skip to Hardware Setup and Installation.
- If you have already installed Panther POS, and are looking for instructions on how to perform specific tasks, you can skip to one of the following sections:
    - Using the Register
    - Managing Products
    - Managing Promotions
    - Reports
    - Employees
    - Settings

Sales Data and Reporting

The Panther POS Android tablet POS system is part of the NRS suite of software and hardware solutions that is designed to help store owners improve checkout efficiency and manage their businesses more effectively.

Therefore, in addition to being a fully functioning point-of-sale solution on its own, Panther POS also integrates into the NRS POS eco-system, which allows merchants to access data generated from the Panther POS on the NRS merchant portal and the **My NRS Store** app.

Data Synchronization with the NRS Cloud

Panther POS automatically synchronizes data with the NRS cloud, to make data collected from Panther POS available to other parts of the NRS POS ecosystem. All Panther POS data is synched with the Merchant Portal, the Merchant App, and the NRS cloud, except for modifiers which are downloaded from the Merchant Portal and the Merchant App but cannot currently be created in Panther POS.

Each transaction completed within the Panther POS is usually uploaded to the NRS cloud within a very short time, making it visible in the NRS Merchant Portal. However, during busy periods there may be a slight delay in synchronizing data.

There is a reports screen accessible within Panther POS, but currently this only displays data from the local terminal (similar to the NRS POS terminal).

Hardware Setup

Android Tablet Requirements

Tablet Type

Currently, the officially supported Android tablet models for Panther POS are the Samsung Tab S8 11’ (SM-X700), Samsung Tab S6 Lite 2022 and Samsung Tab A8.

Tablet	Screen Dimensions	Screen Resolution
Samsung Tab S6 Lite	10.4"	1200 x 2000 pixels
Samsung Tab A8	10.5"	1920 x 1200 pixels
Samsung Tab S8 (SM-X700)	11.0"	2560 x 1600 pixels

Issues may occur with smaller screen resolutions and sizes, however Panther POS should operate correctly on equivalent or larger screens.

Operating System

Panther POS is supported on **Android 11** and higher.

Hardware Installation

Plug and Play

Almost all devices required for Panther POS, such as a printer and a scanner, install via 'plug and play' technology, which means that simply connecting the device to the tablet should install it automatically.

The exception is the PAX payment terminals (**PAX S300** and **PAX A35**) which require manual installation. Detailed installation instructions for these devices can be found in Appendix A - Connecting to the PAX S300/A35.

First-Time Printing Permissions

The first time the printer is used, the tablet will prompt for permission to use the printer. This is a standard, one-time process to ensure secure printing.

On-Screen Keyboard Activation

The user must enable the on-screen keyboard and allow direct keyboard input on the tablet in the Android settings (via **Settings → System → Languages & Input → On-screen keyboard**).

Compatible Hardware List

The following table shows a list of compatible hardware for Panther POS.

Device	**Compatible Hardware**
USB Hub	The system uses a USB hub as the docking station, the **Vilcome 8 in 1 USB C Hub Multiport Adapter** is recommended. **Note**: Theoretically, any USB hub should work, however the Vilcome is the only officially supported model.
Printer	A wired USB connection is required for the printer, with the NRS standard receipt printer (Bematech LR2000 printer) recommended.
Scanner	A USB wired connection is also required for the NRS standard scanners (Zebex Z-8072 / Zebex Z-32712 plus).
Credit Card Processor	The PAX S300 and PAX A35 (available from NRS Pay) are the only supported credit card devices.
Cash Drawer	The official NRS Cash Drawer is the recommended cash drawer model. Power for the cash drawer is supplied via the printer.

Installation

General Installation Tips

Download Link

Panther POS is available for download from the Google Play Store here:
https://play.google.com/store/apps/details?id=com.nrs.postablet

Terminal ID

In addition to an installation key, a new NRS terminal ID is required to install the Panther POS software, which does not support using a pre-existing NRS POS terminal ID. The required installation key and terminal ID can be obtained from customer support.

Installation Assistance

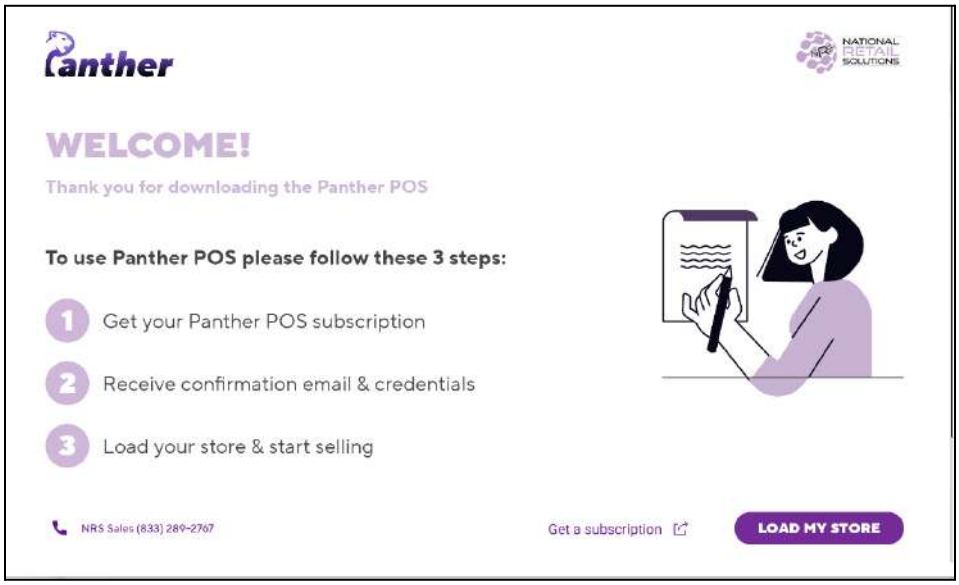
Help text bubbles are provided for each field throughout the installation process, giving instructions and explanations. Customer support is available for additional assistance, see https://nrsplus.com/contact-us/ for contact details.

Store Data

All existing store data, if any, (e.g. pricebook) is downloaded and loaded into the Panther POS app during installation.

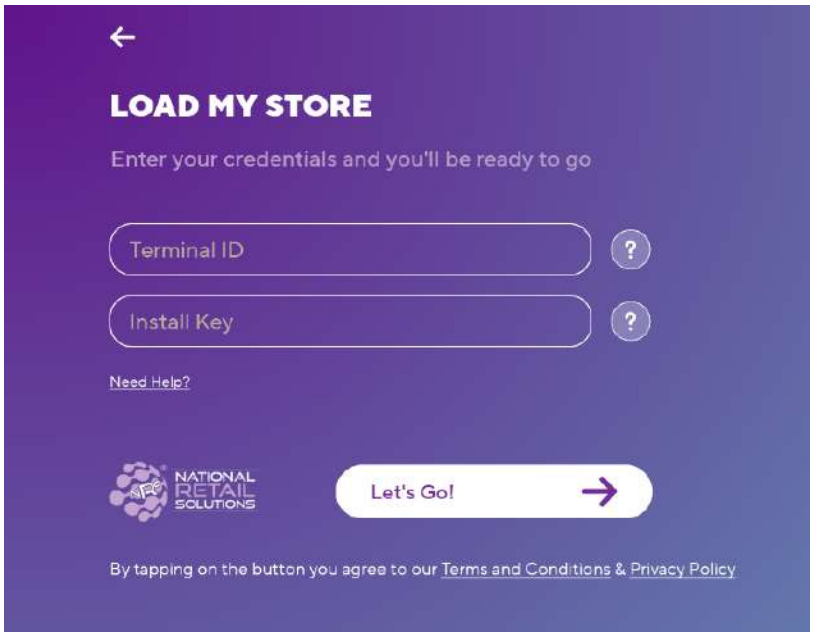
Installation Process

1. When you receive the welcome email from NRS for Panther POS, note down the installation key and the terminal number for your store, which are included in the email.
2. Download the Panther POS app from Google Play Store using the following link: https://play.google.com/store/apps/details?id=com.nrs.postablet
3. Grant your Android tablet permission to install the app; the following screen will appear.

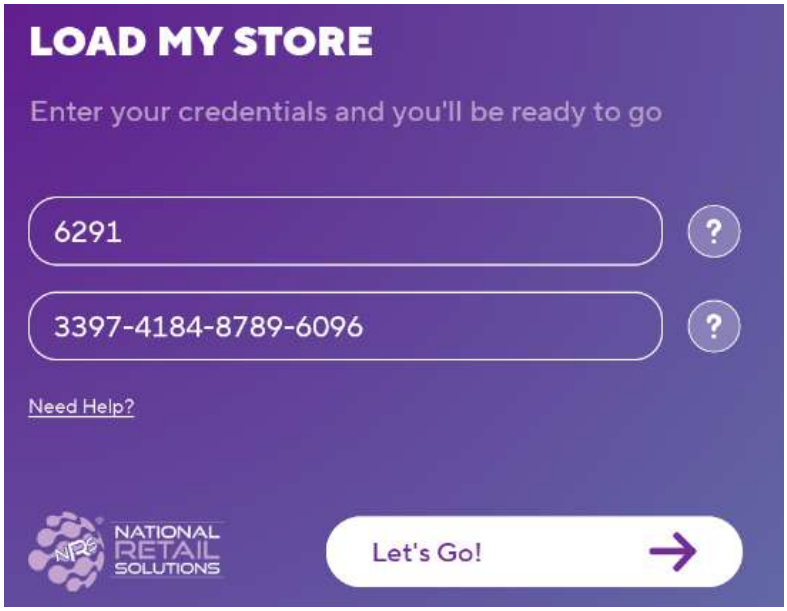


4. If you already have an installation key, choose **Load my Store**. If not, select **Get a Subscription** to contact NRS Sales.

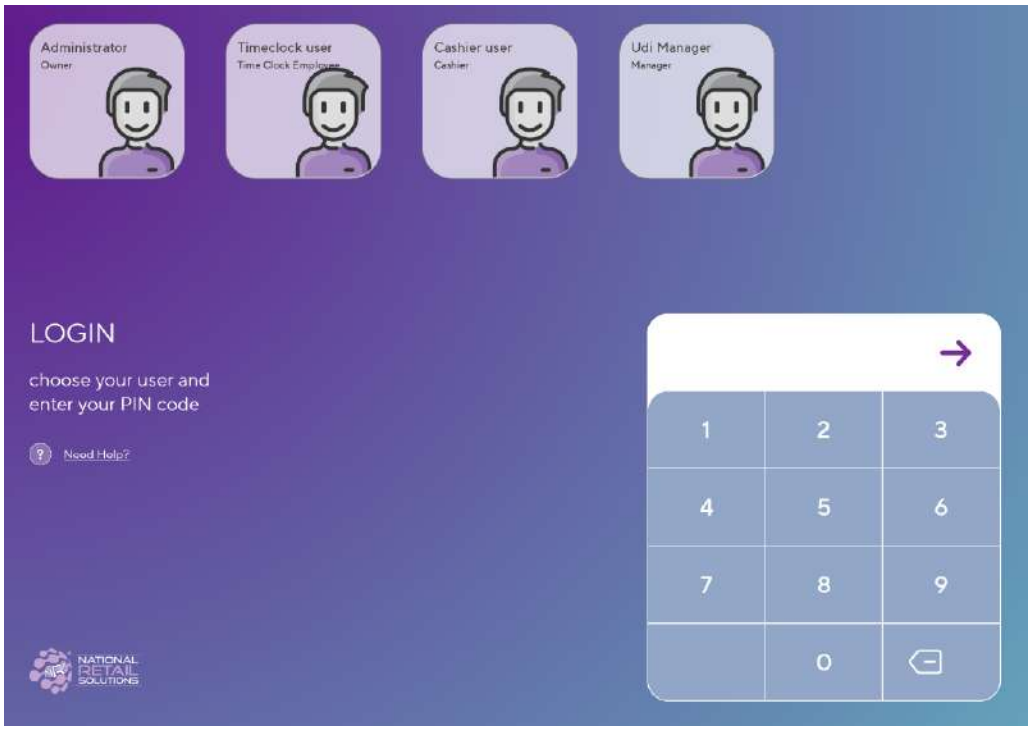
   Selecting **Load my Store** shows the following screen.



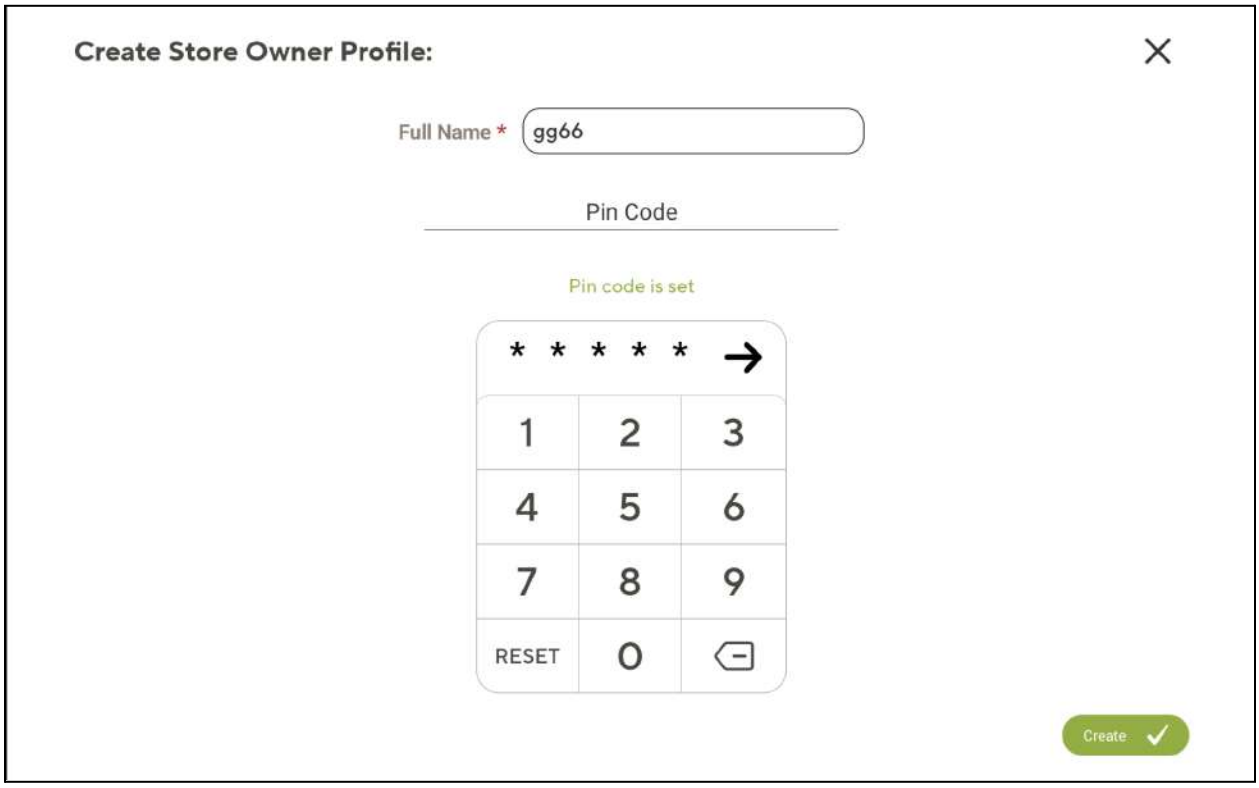
5. Enter the **Terminal ID** and **Install Key** provided by NRS Sales, then tap on **Let's Go**!



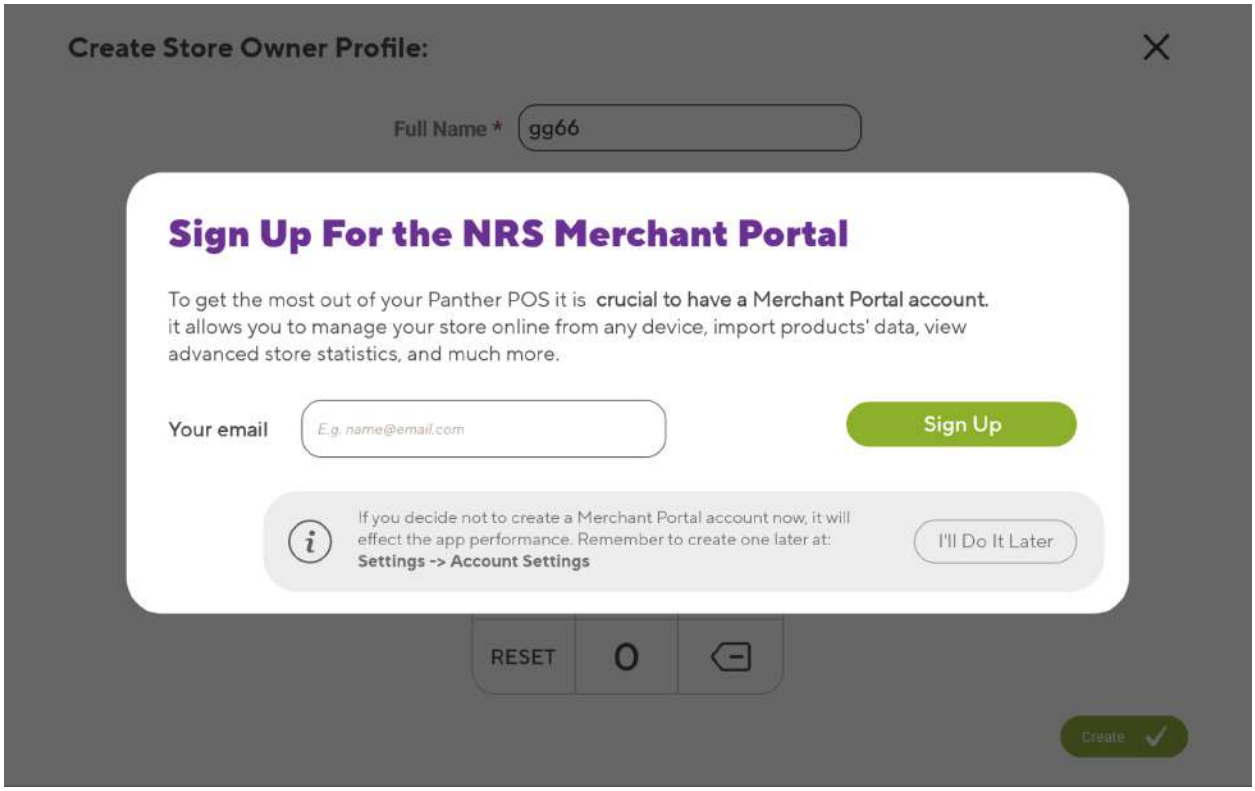
6. Subsequently, Panther POS displays a message indicating that your store is loading.
7. Once the installation process is complete, the login screen will appear displaying user information; each user must independently log in using their personal PIN code.



8. For new stores, the user will be asked to create an initial Owner account by providing a name and PIN number for the account.

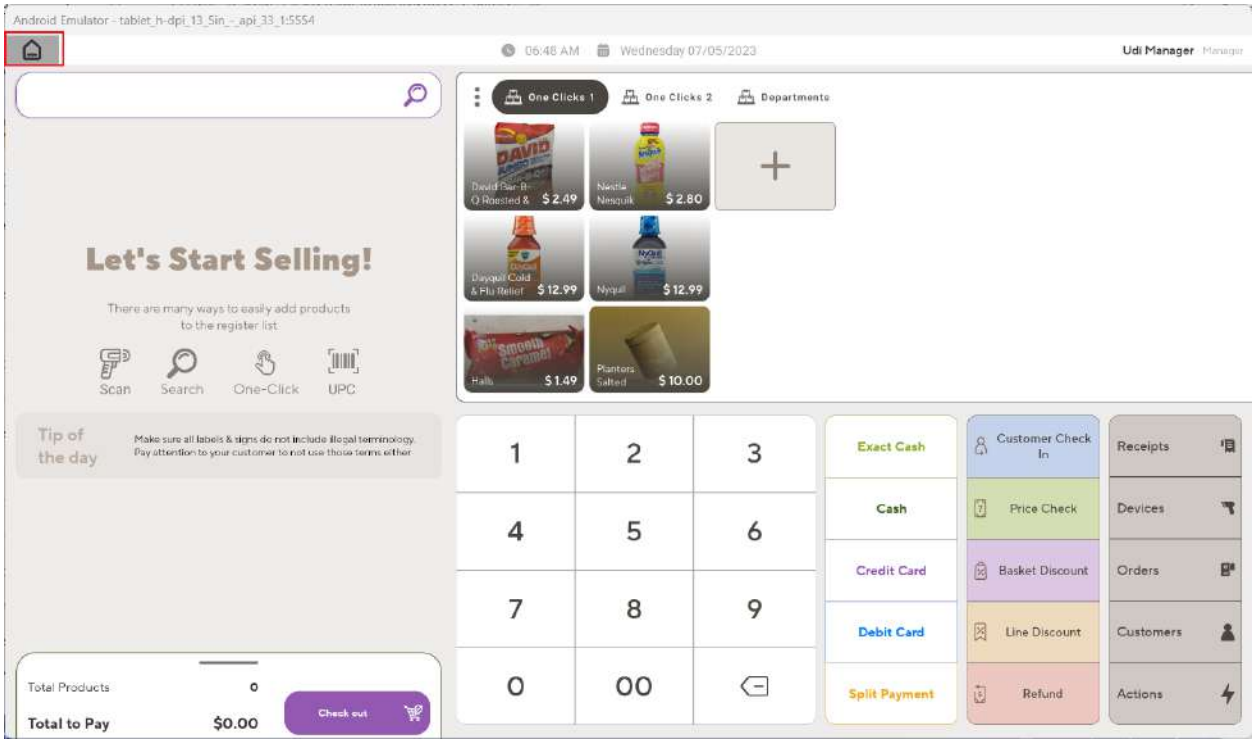


After account creation, the user will be advised to sign up for the Merchant Portal. If you want, you can skip this stage here and perform it manually from **Settings → Account Settings**.



9. To log in, pick the relevant user account and enter the PIN code.

10. After logging in, Panther POS displays the cash register screen.

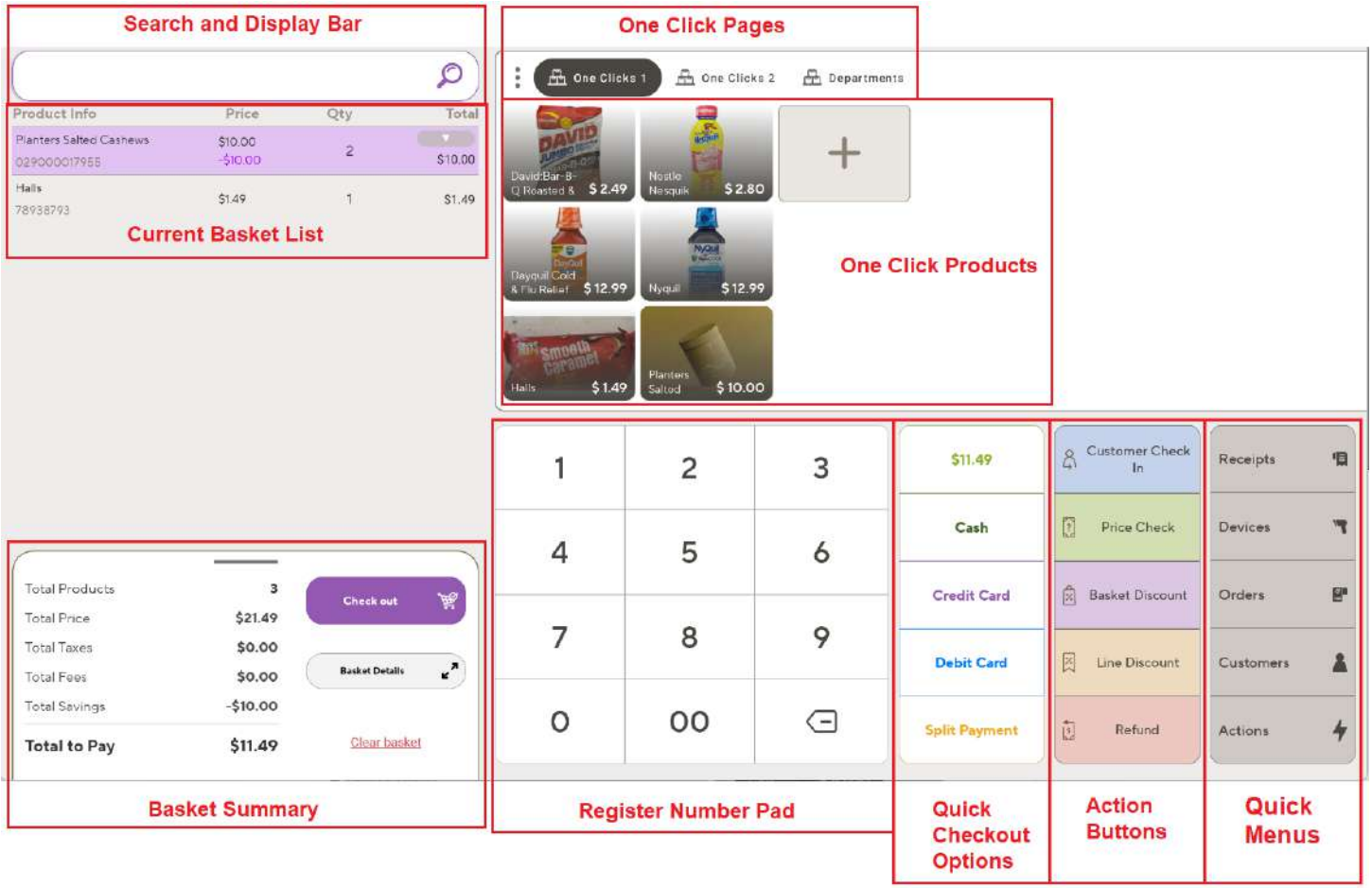


11. Notice the Home icon ( ) located in the top left corner of the screen. Tap this icon to navigate to the home screen for access to product setup, promotions setup, reports, and system settings.

Using the Register

The main use of the register is adding products to the basket and taking payment, see below (Adding Products to the Current Basket) for details.

Additionally, the register screen includes the following sections.



- **Search and Display Bar**: Allows product search by name, UPC and price.
- **Current Basket List**: Products in the current basket appear in the **Current Basket List**.
- **Basket Summary**: Shows a summary of all products in the basket.
- **One Click Products**: Allows the cashier to easily add his own customized list of commonly sold products to the basket.
- **One Click Pages**: Separate pages of **One Click Products** that allow easily adding common products from different categories to the basket.
- **Register Number Pad**: Used for numeric input.
- **Quick Checkout Options**: Individual buttons for easy access to each payment method.
- **Action Buttons**: Buttons that initiate actions related to the current basket.
- **Quick Menus**: Buttons that initiate actions not directly related to the current basket.

Adding Products to the Basket

In Panther POS, a product can be added to the basket in the following ways:

- **Barcode Scanner**: By scanning a product barcode.
- **Search Bar**: By searching for a product by name, UPC or price.
- **One Click products**: By tapping on the relevant One Click product tile.

Barcode Scanner

The cashier can add products to the basket by scanning the product's barcode.

To add multiples of a product to the basket, the cashier first enters the required quantity (using the number pad), and then scans the barcode.

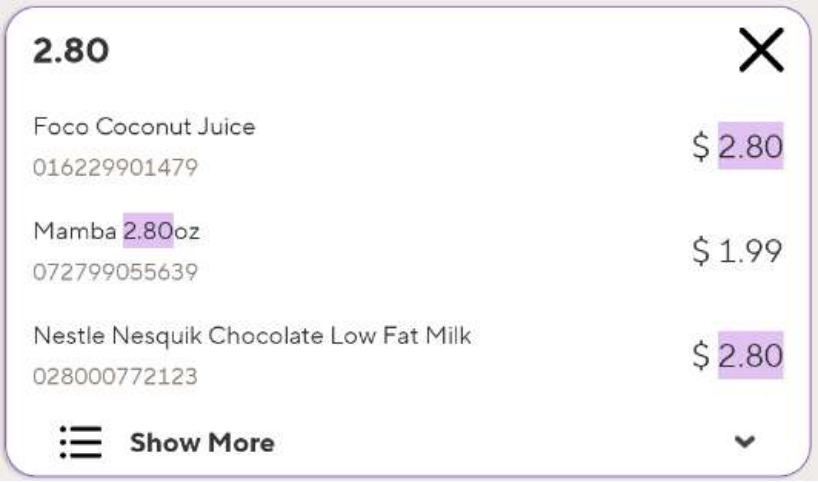
Search Results

The cashier can add products to the basket by searching in the **Search Bar**, which allows searching by product name, price or UPC.

- **Searching by Product Name**: To search by product name, tap on the search bar and enter the product name in the **Search Bar**. As the product name is entered, Panther POS shows all products that match the text entered so far.

- **Searching by UPC**: If the cashier enters numbers in the search bar using the keyboard, Panther POS assumes this is a UPC search and shows products with a matching UPC.

- **Searching by Price**: If the cashier enters a number into the search bar using the number pad, then Panther POS assumes this is a price, and searches for products that match that price.



Note:

  - The cashier must tap the search magnifying glass ( ) in the search bar, to display search results.
  - If over 6 digits are entered via the number pad, Panther POS switches from price search to UPC search.

Once the required product is shown in the search results, the cashier can tap it, which adds it to the basket.

Number of Search Results

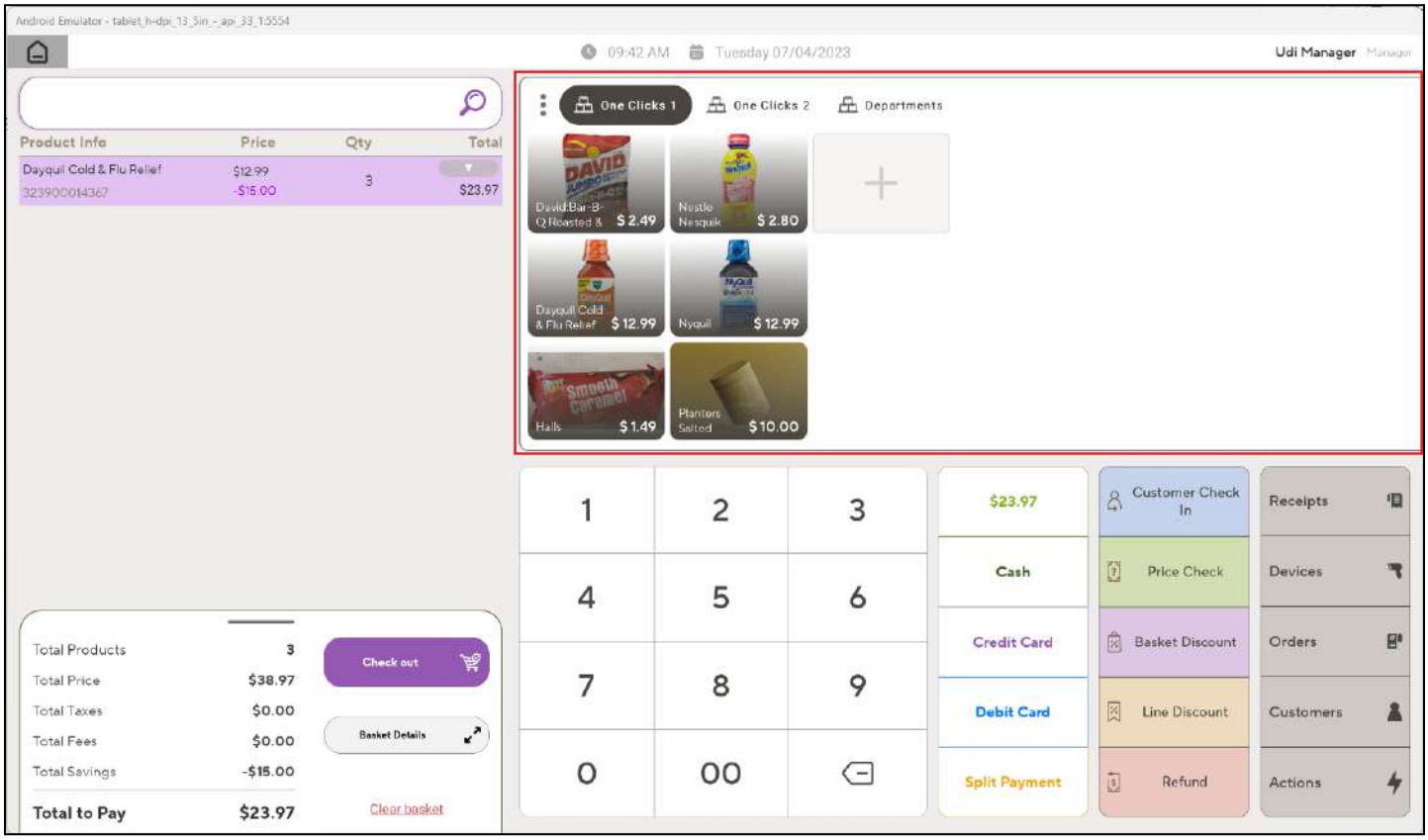
By default three search results are displayed, for both product name and UPC search.

Clicking on **Show More** (Show More) or the downwards pointing arrow ( ) shows all the search results in a scrollable list.

One Click Products

One Click Products are shown in the top right section of the register screen, and allow the cashier to add commonly sold products to the basket in one action.

The merchant can configure his own selected products in the One Clicks product section,see Configuring One Click Products for more information.

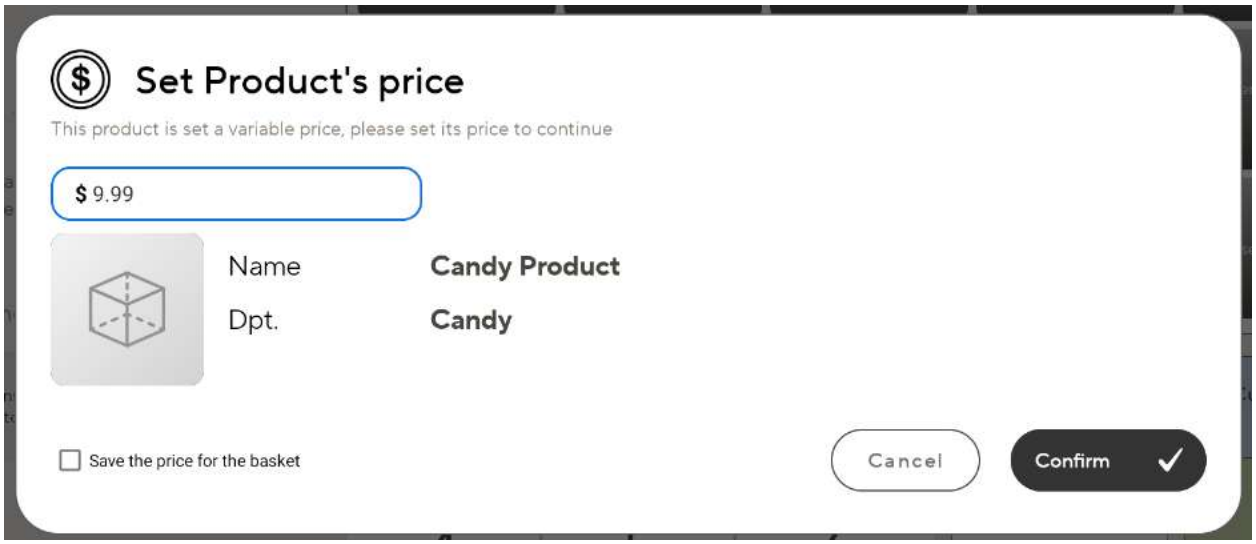


- To add a product to the basket, the cashier simply taps the relevant product.
- To add multiples of a product to the basket, the cashier first enters the product quantity using the number pad, and then taps the relevant product.

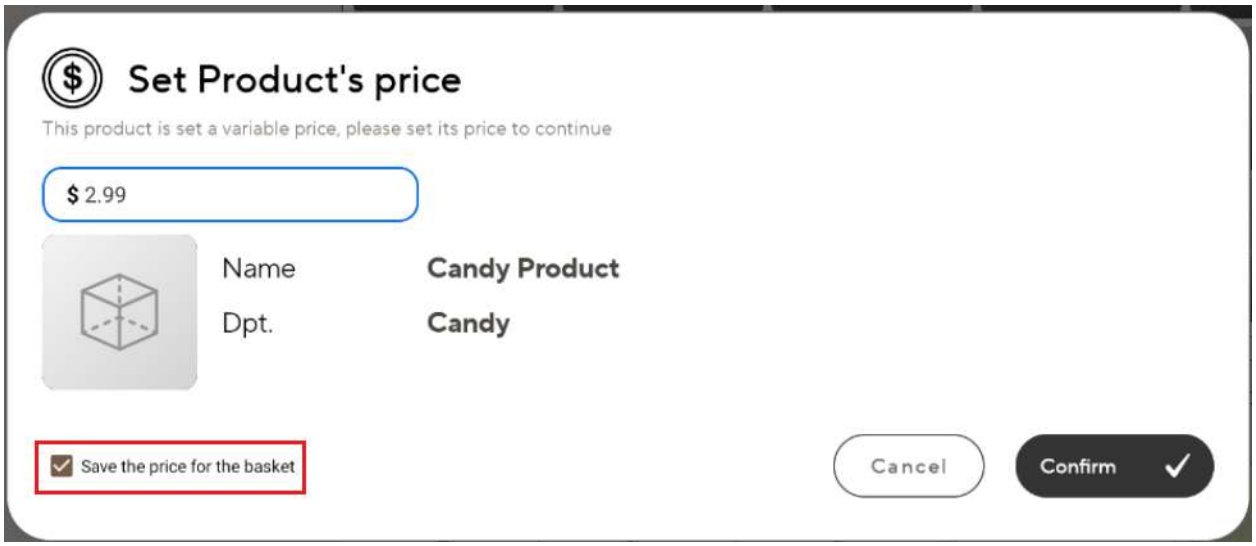
Departments One Click Page

The **Departments One Click Page** shows a button for each department configured for the store. This allows the cashier to add a product to the basket when there is no corresponding product configured in the price book.

When a product is added to the basket using **Departments One Click**, Panther POS asks for a price, since it does not know which product is being added to the basket.



If the cashier checks the **Save the price for basket** checkbox, then the price for products from this category are saved for the current basket.



Subsequently, if the cashier clicks on that Department button again, the basket is updated with an additional item from the Department, at the same price as previously entered.

Adding Multiples of a Product to the Basket

The cashier can add multiples of a product to the basket by performing the following steps:

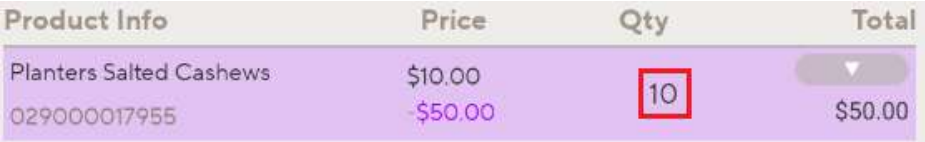
1. Enter the required number of product using the number pad, this shows as a dollar value in the **Search Bar**.

Note:

- If the cashier enters a number larger than 100, a confirmation is requested.
- Panther POS does not allow a product quantity greater than 10,000.

2. Add the product to the register by using the scanner or a **One Click Product**.

3. The specified quantity of the product is added to the basket.

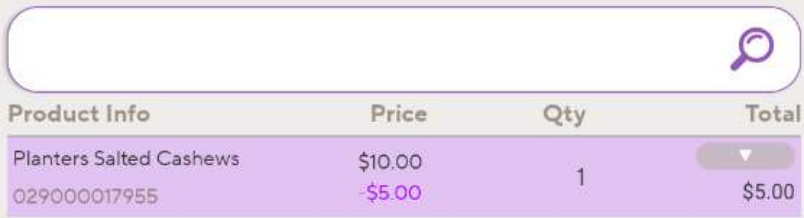


Specifying Product Quantity where the Product is entered using the UPC

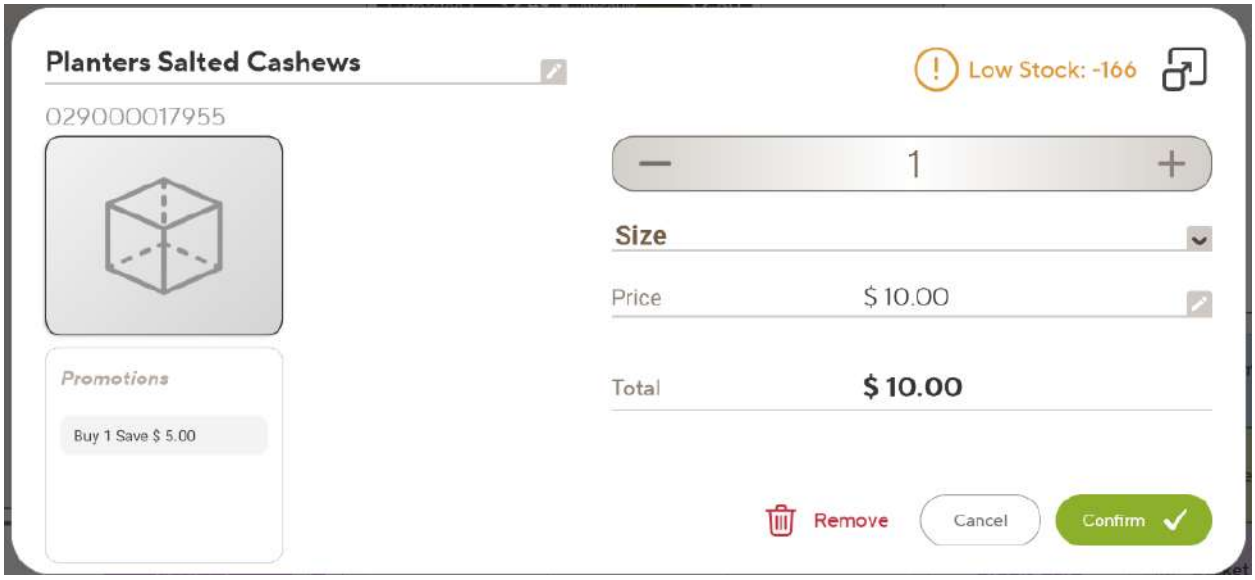
It is not possible to use the above process to add a quantity of a product to the basket, where the product is entered using the UPC. This is because the **Search Bar** is used both to enter the product quantity and also to enter the UPC. Subsequently, in this case, the cashier must first add the first item to the basket, and then change the product quantity, as follows.

1. Enter the UPC into the **Search Bar**.

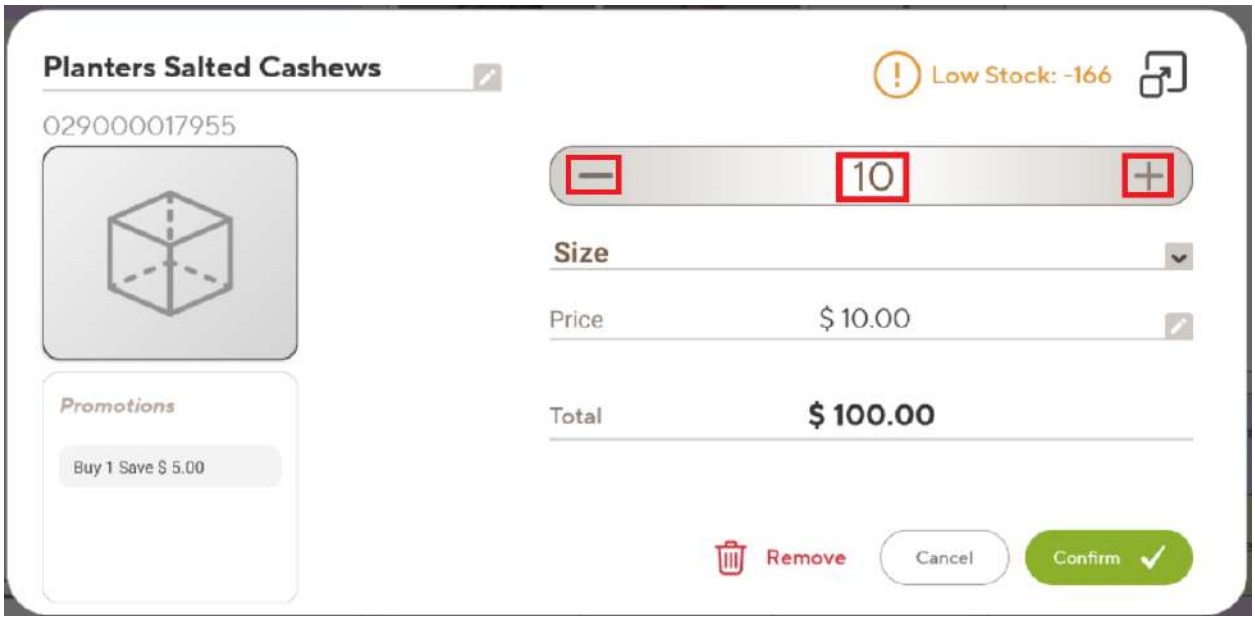
2. Tap the product, to add it to the basket.



3. Tap on the product in the **Current Basket List**, this opens the **Register Product View**.

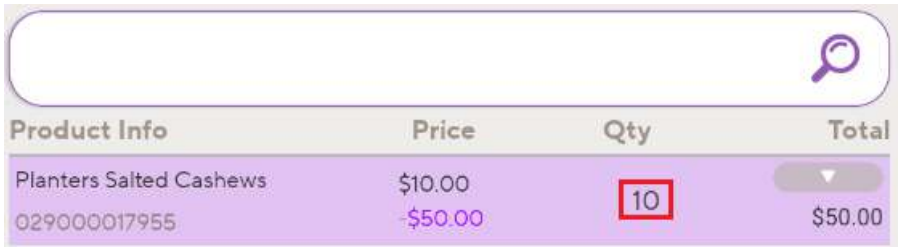


4. Change the product quantity, using the plus and minus symbols, or tap the number to open the on-screen keyboard.



Tap **Confirm**.

5. The product quantity in the **Current Basket List** is updated.

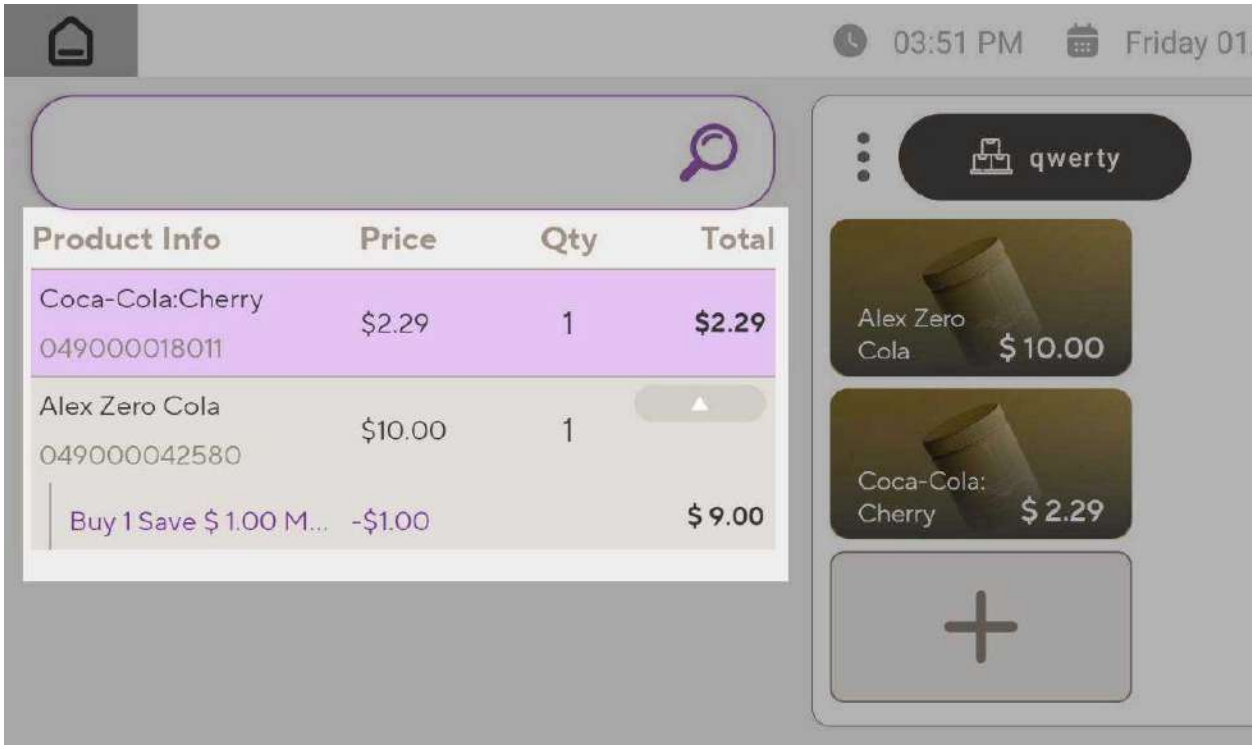


Viewing Products in the Basket

Current Basket List

As products are added to the current basket, they appear in the **Current Basket List** on the left-hand side of the register screen.

Note: The user can navigate through the **Current Basket List** by scrolling up and down.

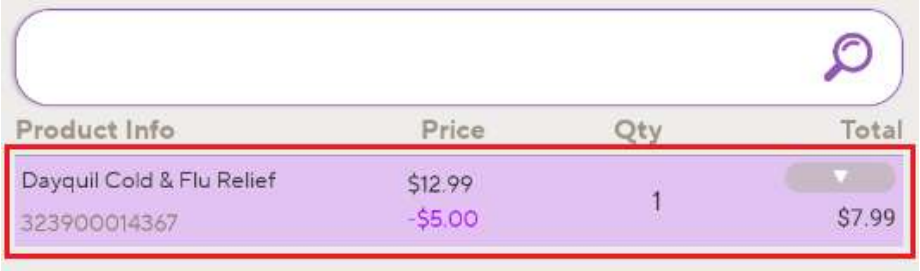


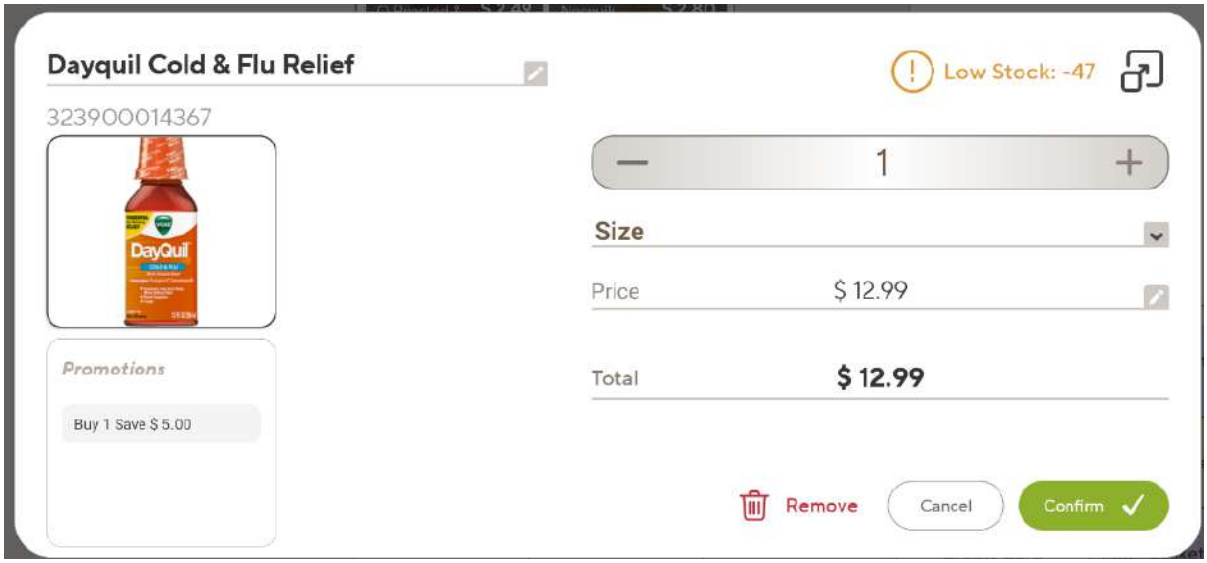
1. Each product appears on a separate line which shows: Product name, UPC, Unit price, Quantity, Total price.
2. If a promotion has been applied to a product, a downwards pointing arrow appears in the product line. Tapping the arrow shows:
    - Promotion name
    - Promotion saving

    Tapping the up arrow collapses promotion details.
3. Tapping on a product line opens the **Register Product View** for that product.
4. The last product added to the basket shows at the top of the **Current Basket List** and is highlighted with a purple background.

Register Product View

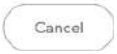
The Register Product View popup screen displays detailed product information: name, UPC, photo, promotions, size, and price. The user can open the **Register Product View** popup screen by tapping the product line in the **Current Basket List**.



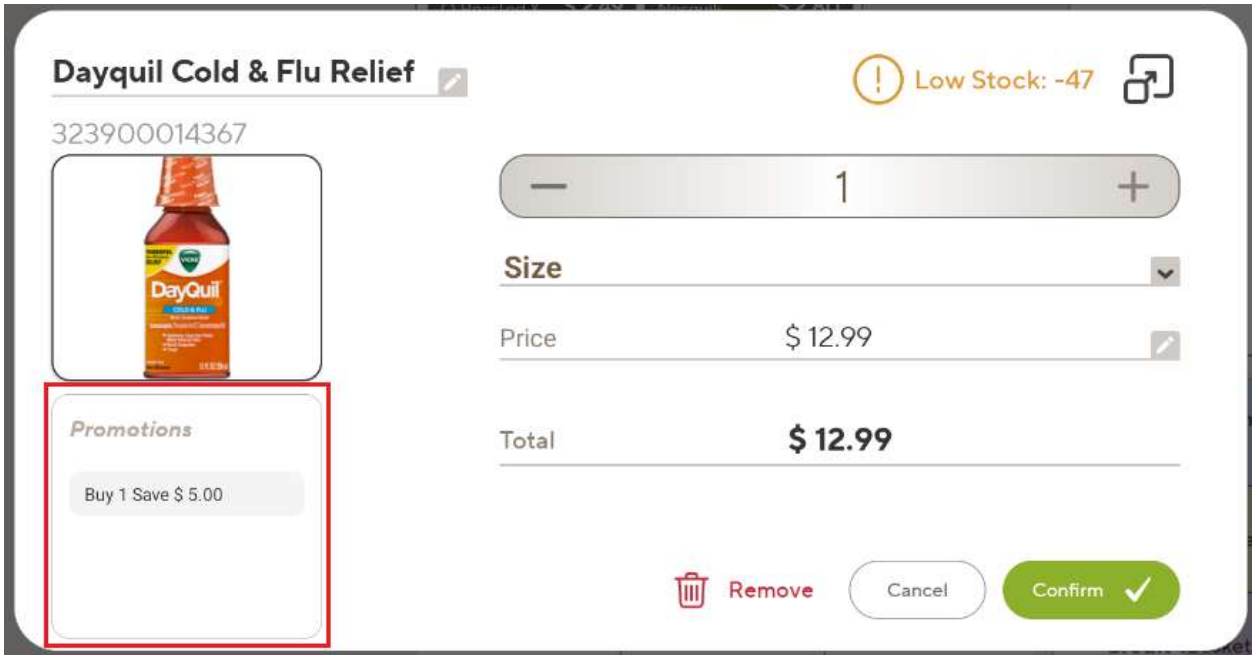


The **Register Product View** screen allows the user to:

- Adjust the quantity of product in the current basket:
  - Tap the **+** or **-** sign, as required ( ), or
  - tap on the number shown to open the onscreen keyboard and enter the required quantity.
- Change the size of the product in the basket ( ).
- Modify the product price - applies to the current basket only and does not update the pricebook.
- Remove the product from the basket ( ).

Tap **Cancel** () to cancel any changes, tap **Confirm** ( ) to save changes and return to the **Register Product View** screen.

Promotions Section



The Promotions section shows a brief description of any active promotions. Tapping this section opens the promotion register view.

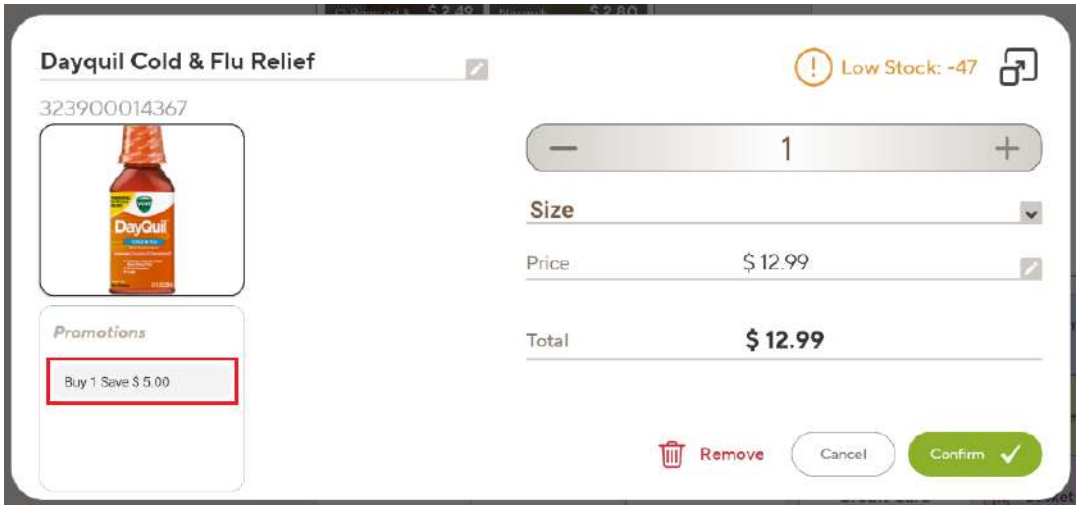
Note: It is not possible to add or remove a promotion directly from the **Register Product View** screen.

Expanding the Register Product View Screen

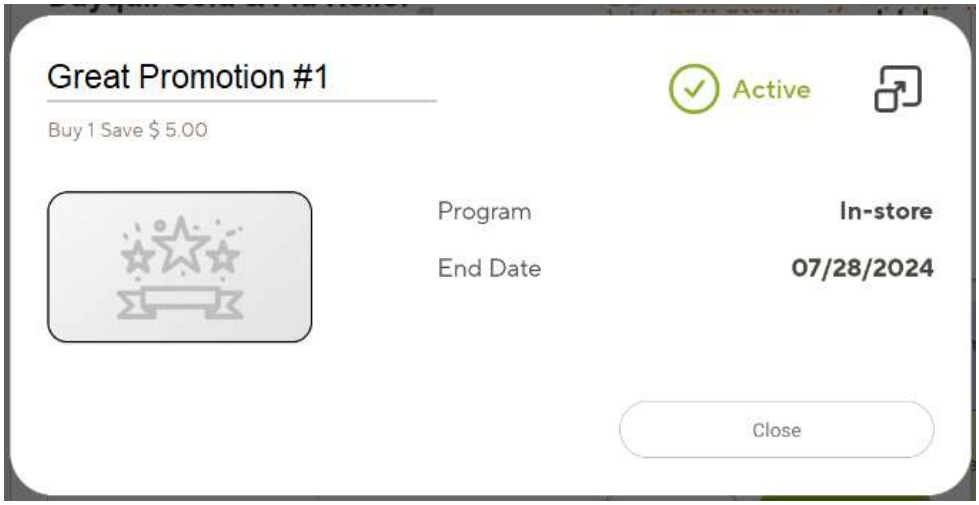
The information displayed in the **Register Product View** screen can be expanded to show more details, as follows:

Register Promotion View

To display details of the promotion attached to the product, tap the promotion short description.



This opens the **Register Promotion View** pop-up screen.

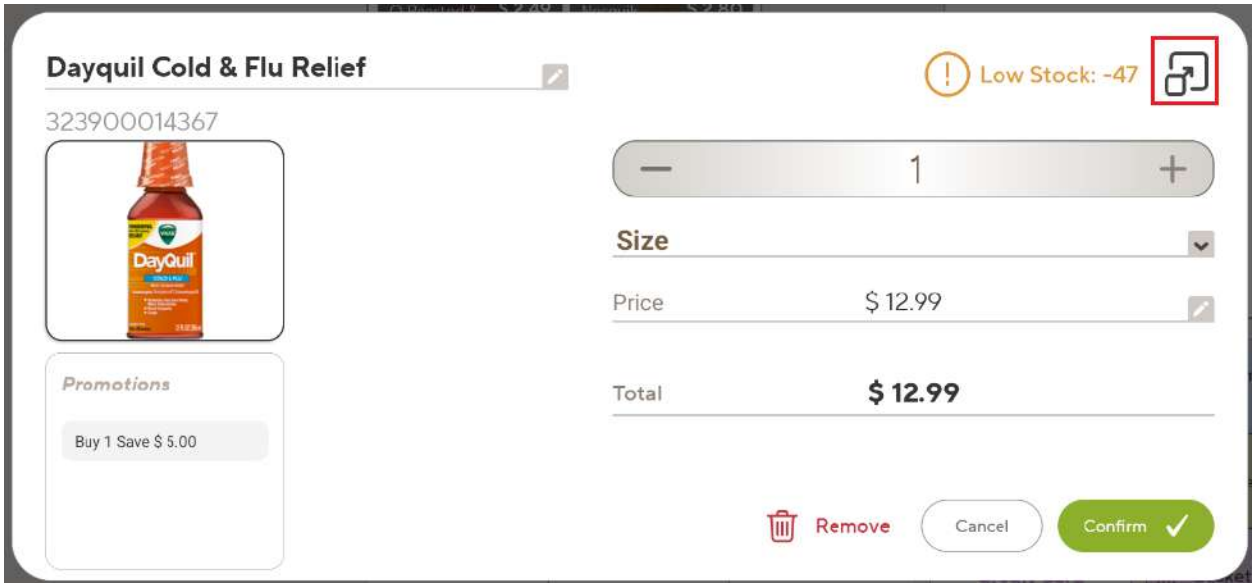


The **Register Promotion View** screen shows summary promotion data and is view-only. Fields shown are: Promotion name, Promotion status, Promotion benefit, Program, End date

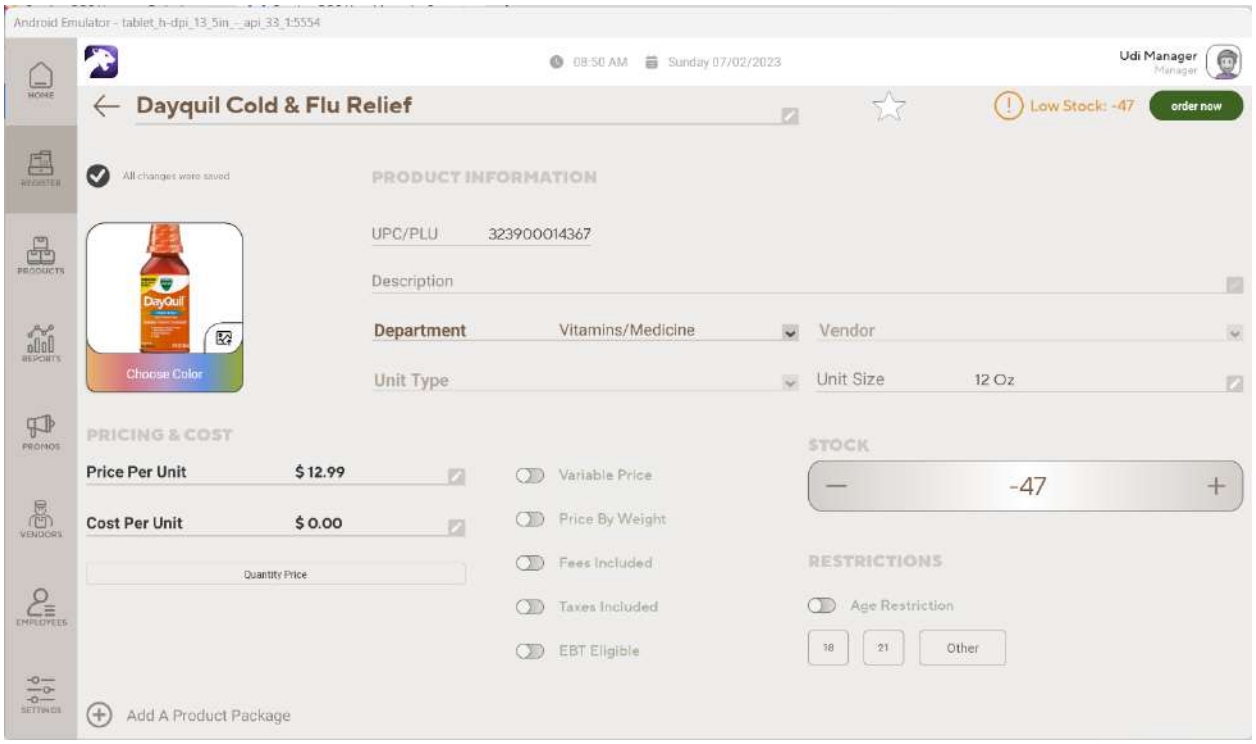
Note: Accessing the full promotion details screen, by tapping the expand icon in the top right corner of the **Register Promotion View** screen ( ), is not currently supported.

Product View Screen

To expand the **Register Product View**, tap the expand icon in the top right hand corner of the **Register Product View** screen.

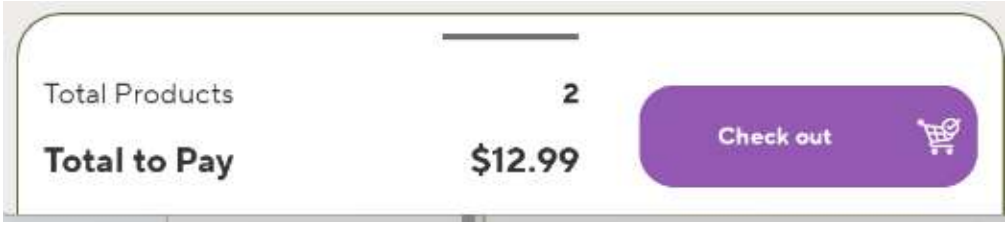


This opens the full **Product View** screen, which allows editing all product options; changes made in the Product **View** screen are saved.

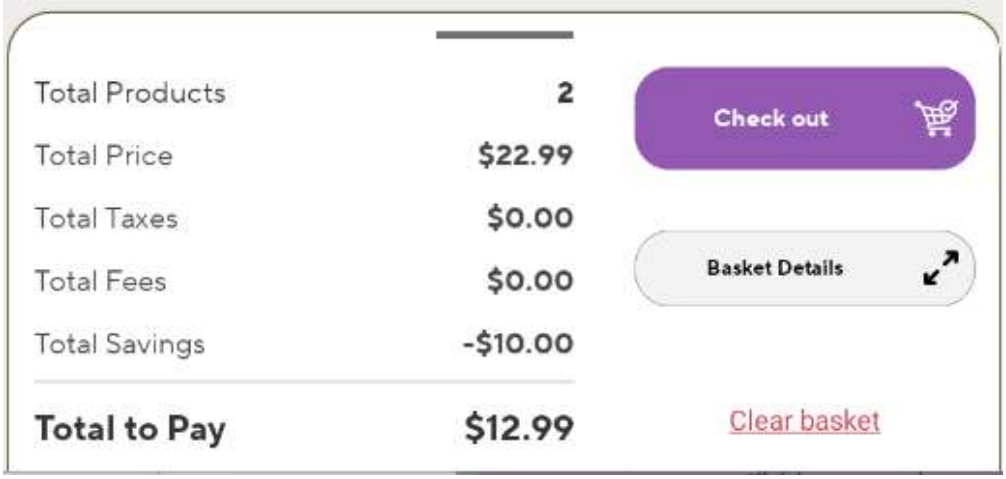


Basket Summary

The **Basket Summary** shows a summary of all products added to the basket; it shows total quantity of products in the basket and total payment due, and includes the **Checkout** button.



By default this section is collapsed, it can be expanded through a tap or swipe.



Fields

Fields shown in the Basket Summary section are: **Total Products** (total number of products in the basket), **Total Price** (total price of all products in the basket), **Total Taxes**, **Total Fees**, **Total Savings** (total savings from all promotions), **Total to Pay** (total amount the customer needs to pay).

Action Buttons

- Tapping **Checkout** starts the checkout process.
- Tapping **Basket Details** shows a more detailed summary of the basket than is shown in the **Current Basket List**.

- Tapping **Clear basket** empties the basket. Panther POS requests confirmation from the user before proceeding with this action.

Checkout

There are two ways the cashier can checkout a basket and accept payment from the customer.

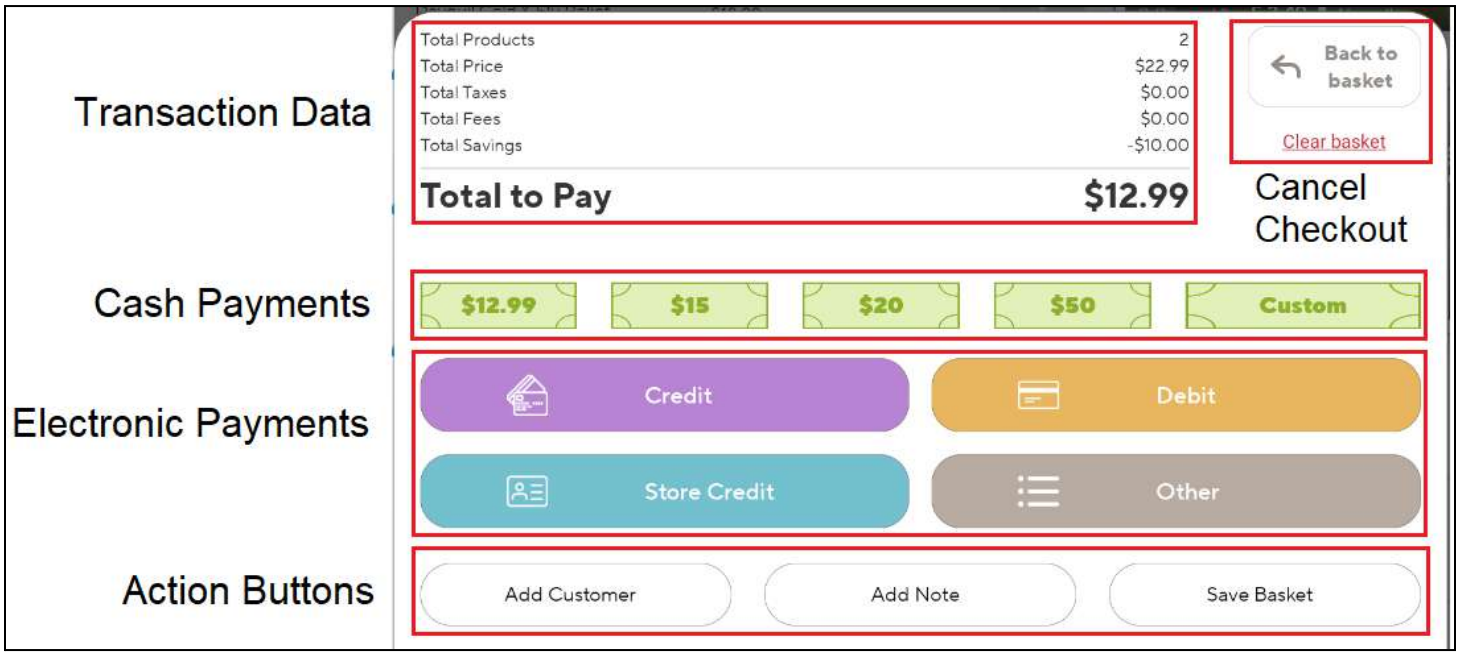
- Checkout Window: The cashier can open the Checkout Window and process the customer's payment using action buttons in that window.
- Quick Checkout Options: The cashier can use the **Quick Checkout** buttons to process the payment tendered by the customer.

These options are described below.

Checkout Window

To open the **Checkout Window**, the cashier taps the **Checkout** button in the **Basket Summary** section.

The **Checkout Window** displays the checkout options for Panther POS, and includes the following sections.



- **Transaction Data**: Information on the total number of products, overall taxes, total savings, total fees, and the final payment due.

- **Cash Payments**: Options for accepting cash payments, this section contains:
    - Exact payment amount
    - Four rounded cash payment options.
    - A custom option that enables the merchant to configure a desired amount.

      Panther POS checks that the amount entered is at least the amount due, to allow cash payment. After a cash button is tapped, the system proceeds to the payment received stage.

- **Electronic Payments**: This section contains the following buttons:
    - **Credit** - initiates a credit card payment.
    - **Debit** - initiates a debit card payment.
    - **Store Credit** - currently not supported.
    - **Other** - currently not supported.

  When the user processes a credit card or debit card payment, Panther POS initiates a credit card processor check. If the payment processor accepts the credit card payment then Panther POS shows a “payment received” message. Otherwise, Panther POS displays an error message.

- **Action Buttons**:
    - **Add Customer** - initiates the BR Club customer check-in process.
    - **Add Note** - not supported.
    - **Save Basket** - not supported.

- **Cancel Checkout**:
    - **Clear Basket** - clears the basket, after confirmation.
    - **Back to Basket** - returns the user to the register.

Payment Received

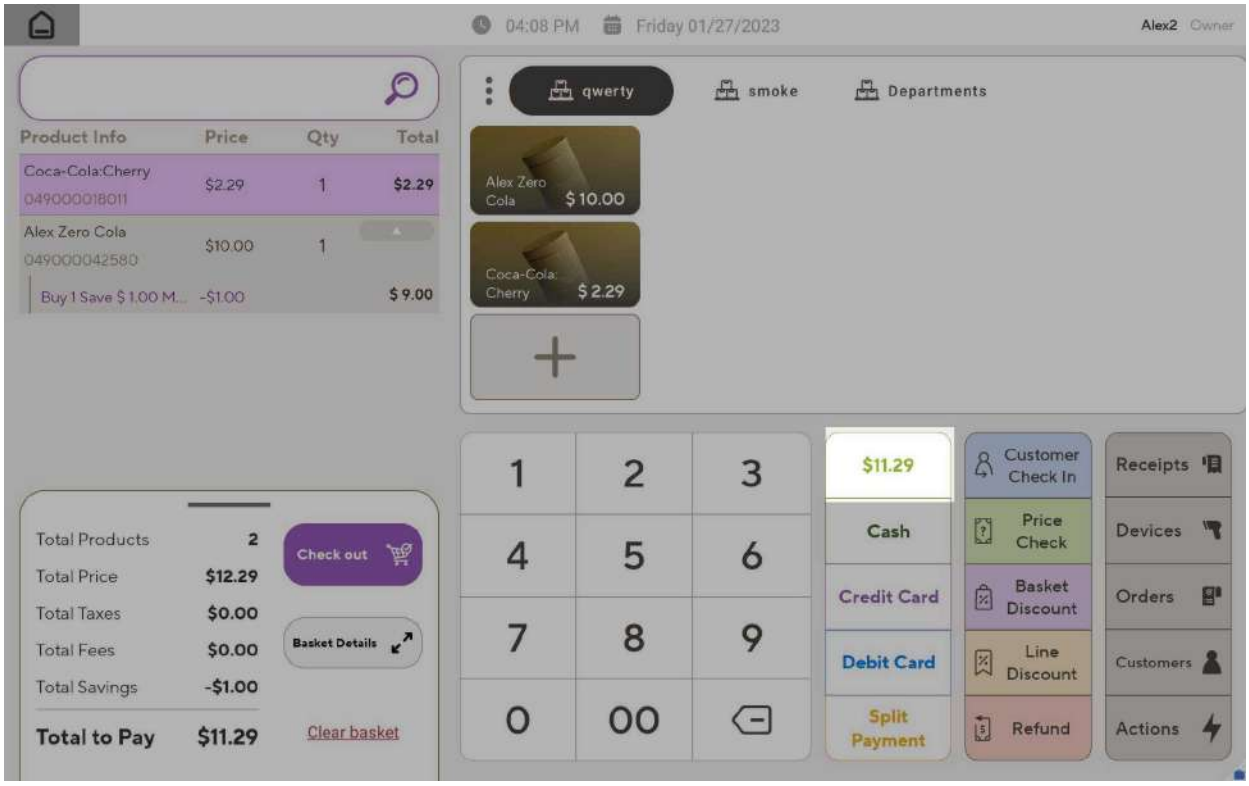
After payment has been processed, the cashier has the following options:

- **View Receipt** - open receipt view for the last transaction.
- **Print Receipt** - print the receipt for the last transaction.
- **SMS Receipt** - not currently supported.

Quick Checkout Options

Instead of opening the **Checkout Window**, the cashier can process payments by using the **Quick Checkout** buttons.

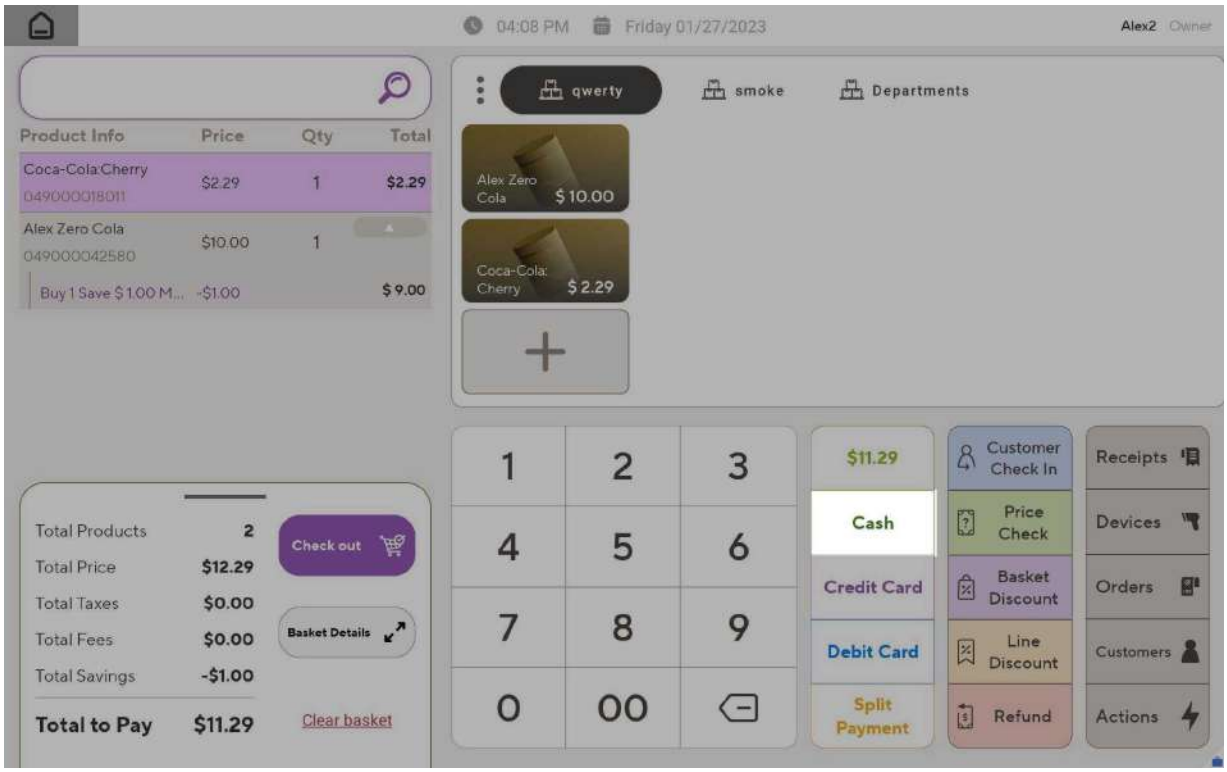
Exact Cash Checkout



Exact Cash is the first button in the list of action buttons.

- If the basket is empty, the caption on this button is **Exact Cash**.
- As products are added into the basket by the merchant, the caption on the button updates to show the exact amount required to pay for all products in the basket.
- Once the cashier taps this button, it is understood that the basket is fully paid for. Consequently, the transaction is recorded with an exact cash payment. Following this, the sales process advances to the "payment received" stage.

Cash Checkout



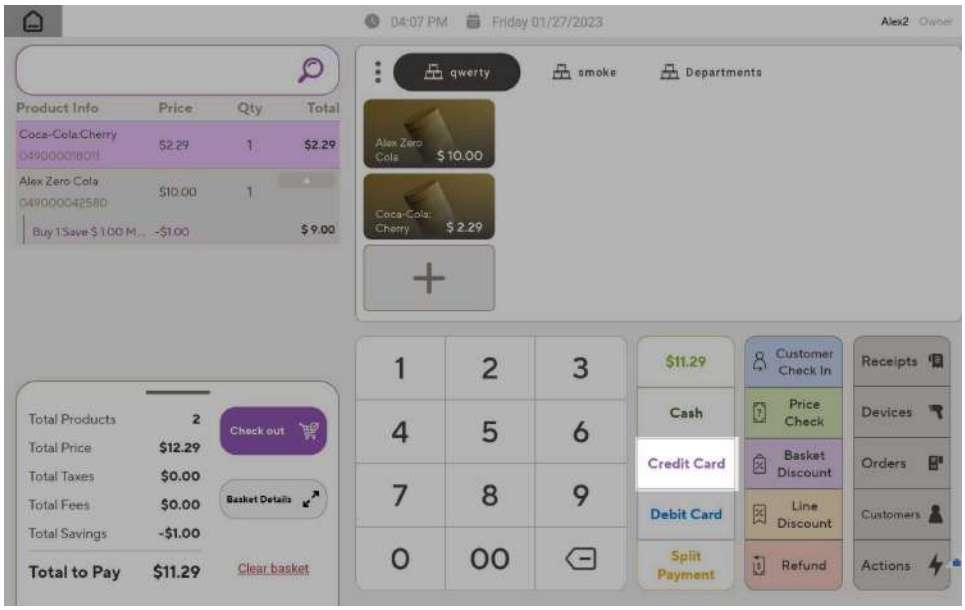
To use the **Quick Checkout Cash** feature, the user enters the amount of cash received from the customer by using the number pad, and then taps the **Cash** button.
Note: The maximum amount of cash accepted is $9999.99.

When the merchant taps the **Cash** button, Panther POS:

1. Checks if the input cash amount is enough to pay for the basket.
2. If the cash amount is sufficient, Panther POS marks the basket as paid.
3. Panther POS logs the sale, listing the cash amount received, and moves the transaction status to “payment received”.

If any change is due to the customer, Panther POS calculates the change and indicates this to the cashier. Conversely, if the cash amount tendered is not enough, Panther POS displays the additional amount that the customer needs to provide.

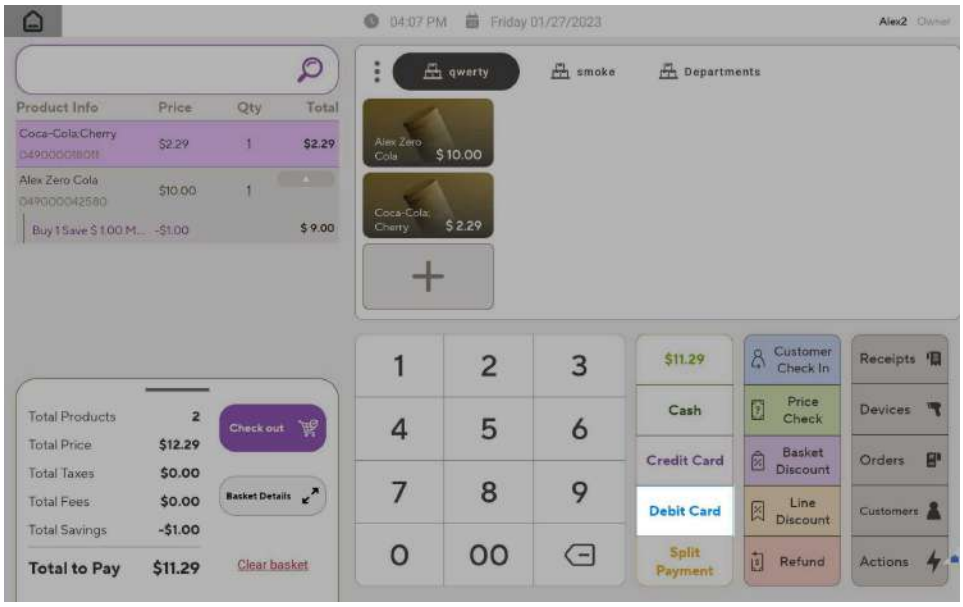
Credit Card Checkout



When the merchant taps the Credit Card button, this initiates the credit card payment process.

Note: A pop-up error message will appear if the merchant taps the Credit Card button and no PAX device is connected to the tablet.

Debit Card Checkout



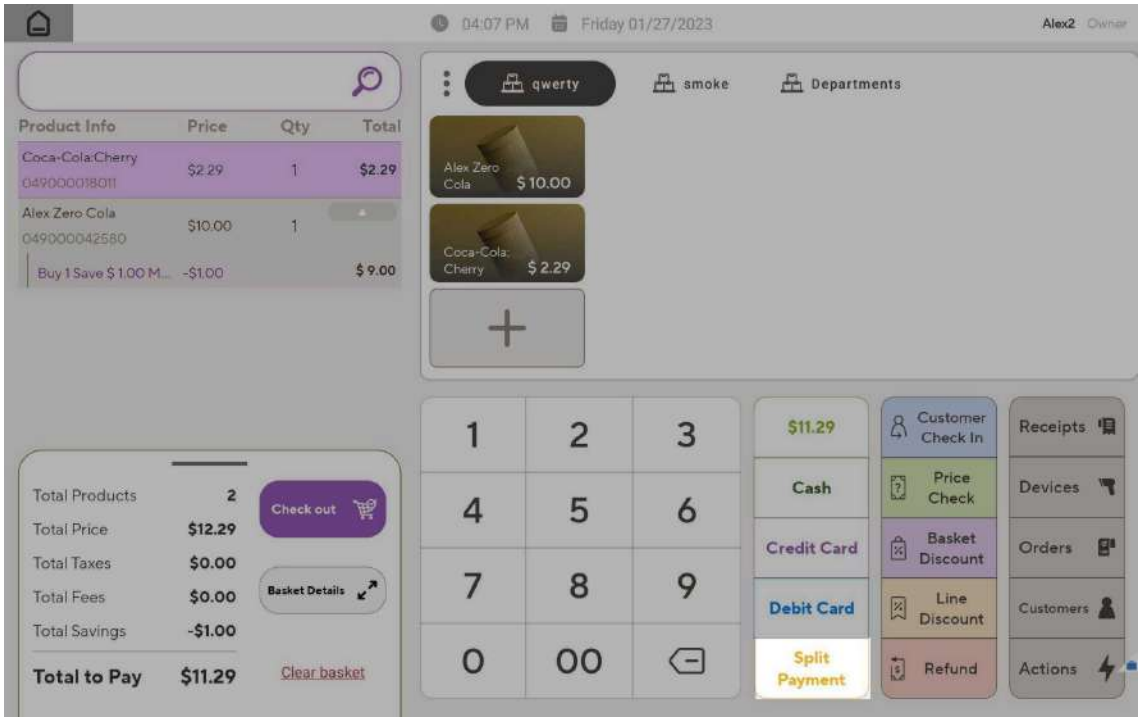
When the merchant taps the Debit Card button, this initiates the debit card payment process.

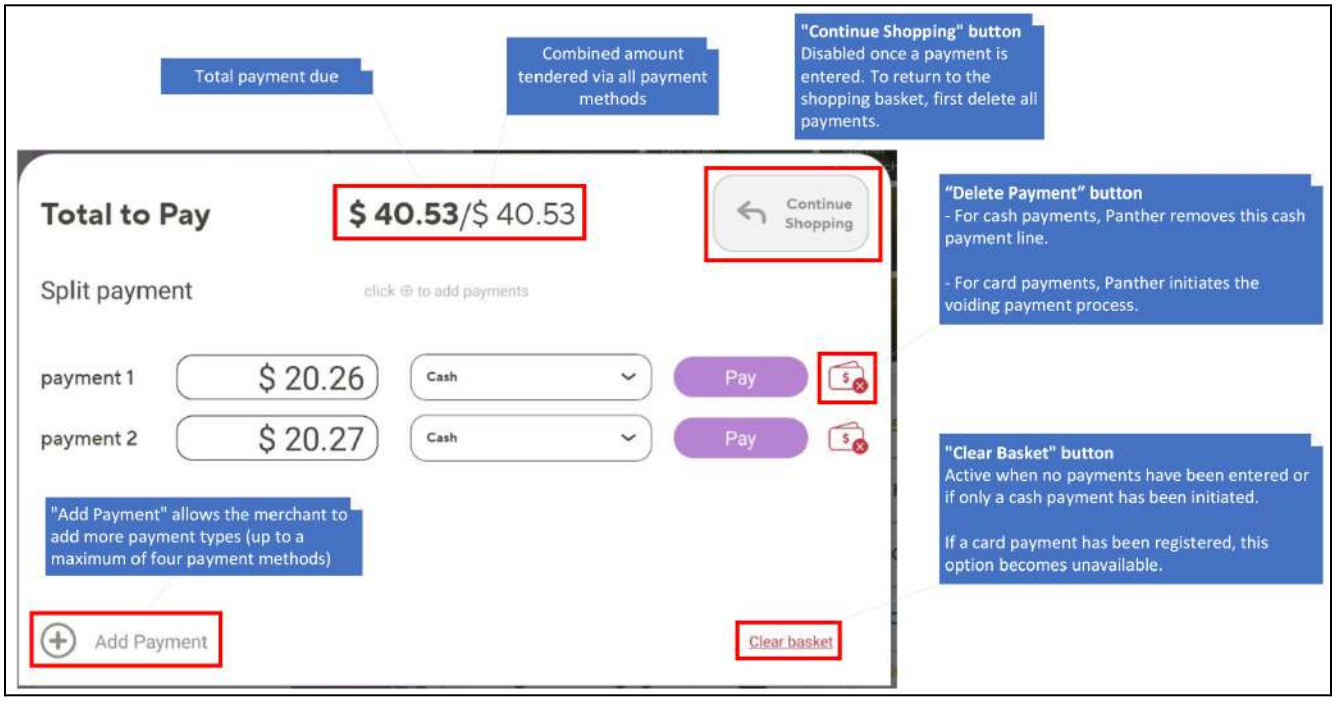
Note: A pop-up error message will appear if the merchant taps the Debit Card button and no PAX device is connected to the tablet.

Split Payment Checkout

The **Split Payment Screen** allows customers to pay for a basket using multiple payment methods. Tap **Split Payment** to open the **Split Payment Screen**.

Note: The **Split Payment Screen** is not designed for partial payments.





To use the **Split Payment Screen**, the cashier should perform the following steps:

1. Tap **Split Payment**, this opens the **Split Payment Screen**.
2. The total amount due will be evenly split between the two payment lines, for example if the total amount due is $9.00, then each line will show $4.50 to-pay.

   The merchant can adjust each line, in which case the other line will automatically adjust to meet the total due. E.g. if the total due is $9.00 and the merchant changes one line to $5.00, then the other line will auto-adjust to $4.00.

3. To process two payment methods:
   a. Select the payment method from the drop down, for **Payment 1** and **Payment 2**.
   b. Enter the amount tendered via each payment method, for **Payment 1** and **Payment 2**.
   c. For each payment method, tap **Pay**. This allows the merchant to process each payment type individually.
   d. When all payments have been processed, the **Split Payments Screen** will close and the merchant will be returned to the main POS screen.

4. If the customer wants to use additional payment methods, the merchant taps on **Add Payment**, and then follows the steps above.

   Note

   - A split payment can have a maximum of four payment types.
   - When a new payment line is added, the total amount due will be automatically distributed between all the payment lines. E.g. if the total amount due is $9.00, and a third payment line is added, then each line will automatically show $3.00 to-pay.

Other Actions

Other actions that are available from the Split Payments screen are as follows:

- **Continue Shopping**: Returns the user to the shopping basket.

  Note

  - The **Continue Shopping** button is only enabled when no payments have been entered.
  - Once a payment has been entered, the **Continue Shopping** button is disabled. To return to the shopping basket, all payments must be deleted.

- **Delete Payment**: The **Delete Payment** button appears at the end of each payment line, Panther POS requests confirmation from the merchant before deleting payments.

  The action triggered by the **Delete Payment** button depends on the payment type:

  - For cash payments, Panther POS removes this cash payment line.
  - For card payments where the credit card partial payment has already been made, Panther POS initiates the voiding payment process.

- **Clear Basket**: Clears the contents of the current basket. The merchant must confirm their action before the basket gets cleared.

  Note: The **Clear Basket** button is active when no payments have been entered or if a cash payment has been initiated. However, if a card payment has been registered, this option becomes unavailable.

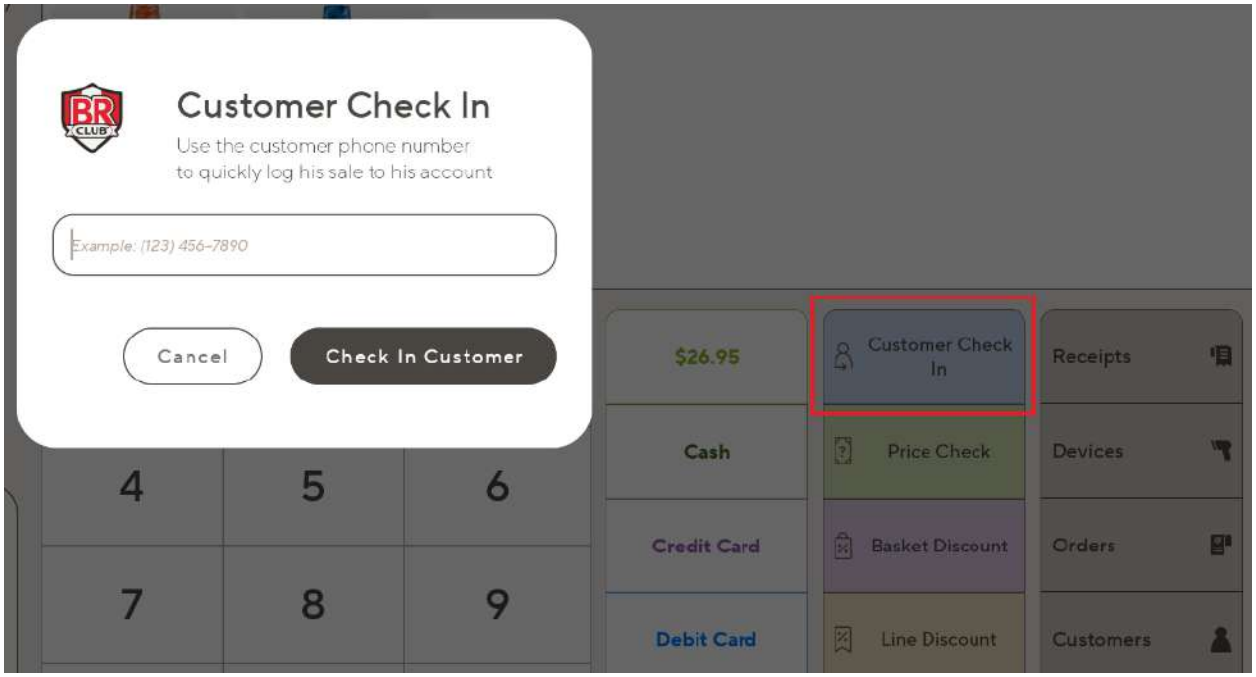
Action Buttons

A group of action buttons is available in the register screen that allow the cashier to perform actions related to the current basket.

Available action buttons are:

- **Customer Check In**: Allow access to available BR Club loyalty features for this customer.
- **Price Check**: Scan a product and show the user basic product information.
- **Basket Discount**: Apply a one-off discount to the entire basket.
- **Line Discount**: Apply a one-off discount to a specific product. Not currently supported.
- **Refund**: Process a refund.

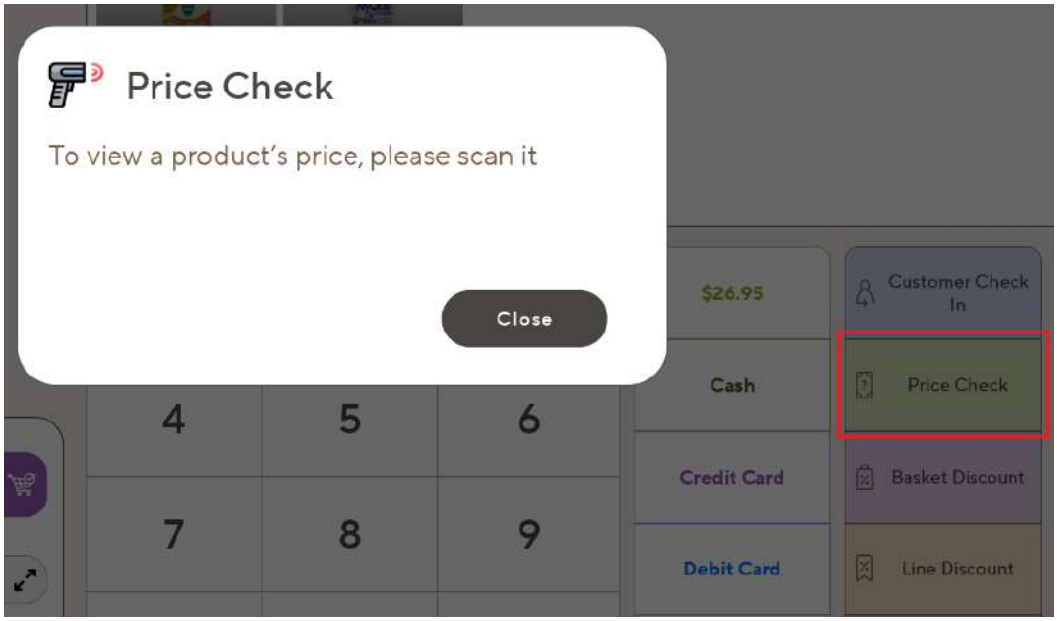
Customer Check In



The merchant can use the Customer Check In button to open a popup that allows them to enter the customer's phone number.

- **Existing BR Club member**: If the customer is an existing BR Club member, Panther POS will allow access to available BR Club loyalty features for this customer.
- **New BR Club member**: If the customer is not an existing BR Club member, the customer will receive a welcome SMS to BR club after the cashier enters their mobile number.

Price Check

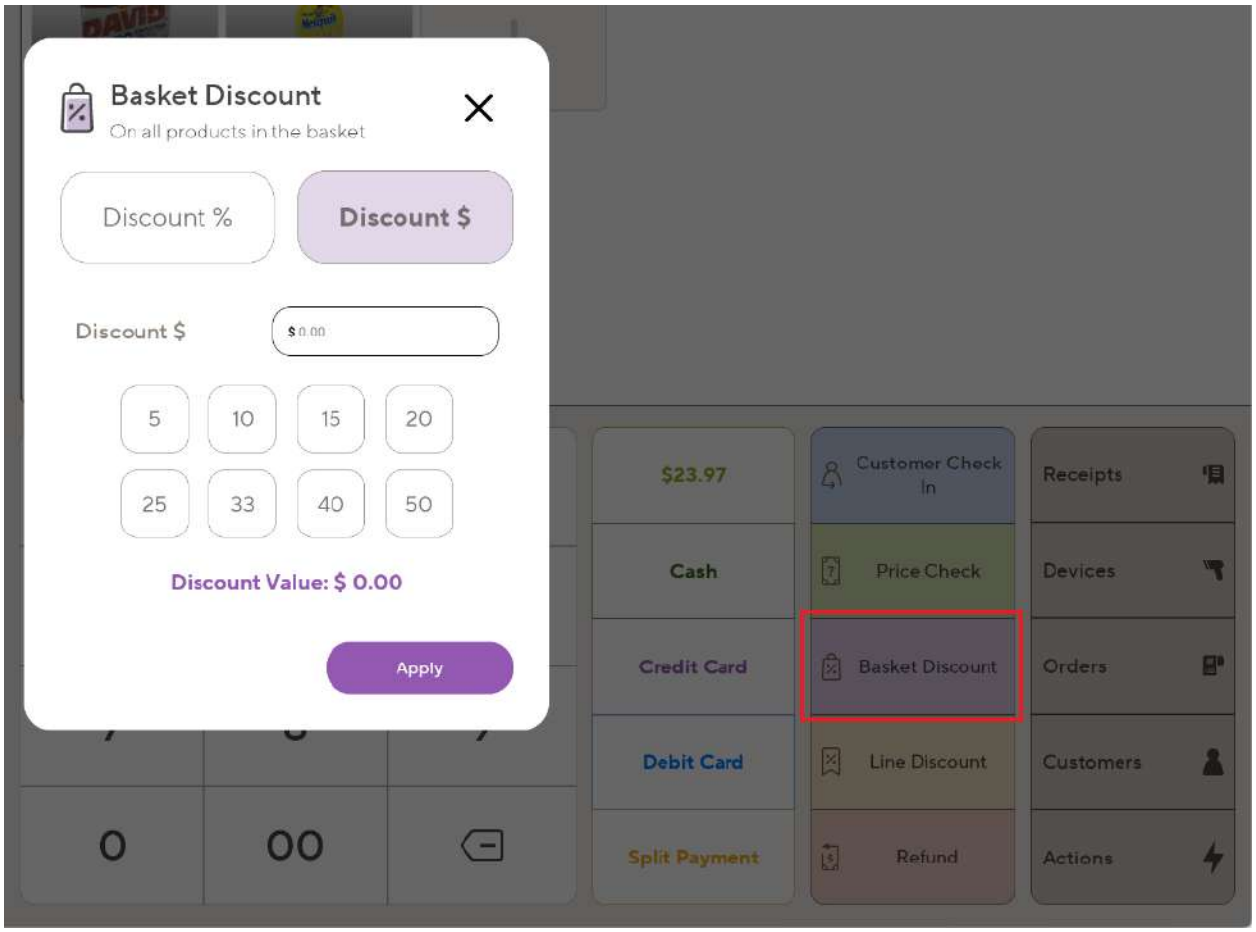


- **Product in Pricebook**: For products in the pricebook, the **Price Check** button allows the merchant to scan a product and show the user basic product information such as UPC, price, and stock level.
- **Product not in Pricebook**: If the product scanned is not currently in the store's pricebook, Panther POS gives the merchant the option to add the scanned product to their pricebook.

Only a scanner can be used to scan a product, no other product recognition technology (e.g. NFC) is currently supported.

Basket Discount

Basket Discount allows the merchant to apply a one-off discount to the entire basket.



Two options are available for Basket Discount.

- **Discount %**: Apply a percentage discount to the entire basket. If extra products are subsequently added to the basket, they will also receive the percentage discount.
- **Discount $**: Add a fixed dollar amount discount to the basket, which is evenly distributed among all the products in the basket. If extra products are subsequently added to the basket, the fixed dollar amount discount is redistributed among all products in the basket, but the total dollar value of the discount remains the same.

The merchant can tap again on the Basket Discount button to reapply a discount, this replaces the previous discount type and amount.

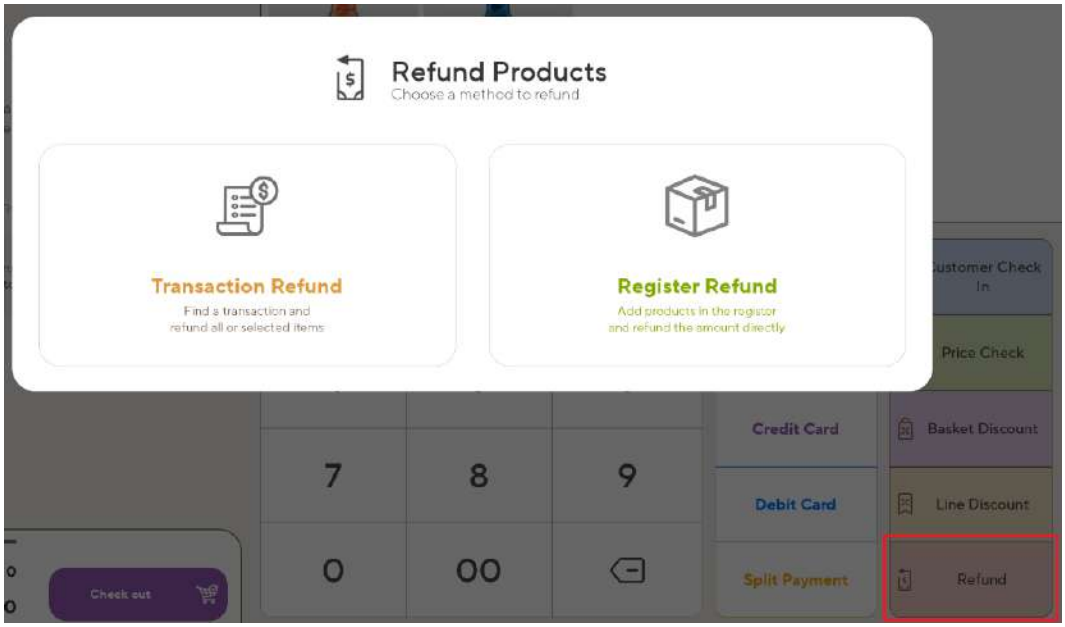
Line discount

Not currently supported.

Making a Refund

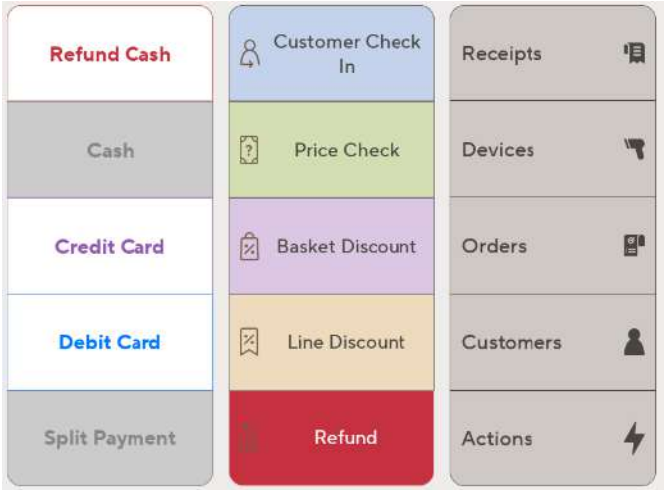
Tapping the Refund button allows the cashier to make a refund; two refund options are available:

- **Transaction Refund**: Refund all or part of a previous transaction.
- **Register Refund**: Enter products for refund directly into the register, the same way products are entered for a sale.



Refund Mode

After tapping **Refund**, the register changes to refund mode, with the following changes.

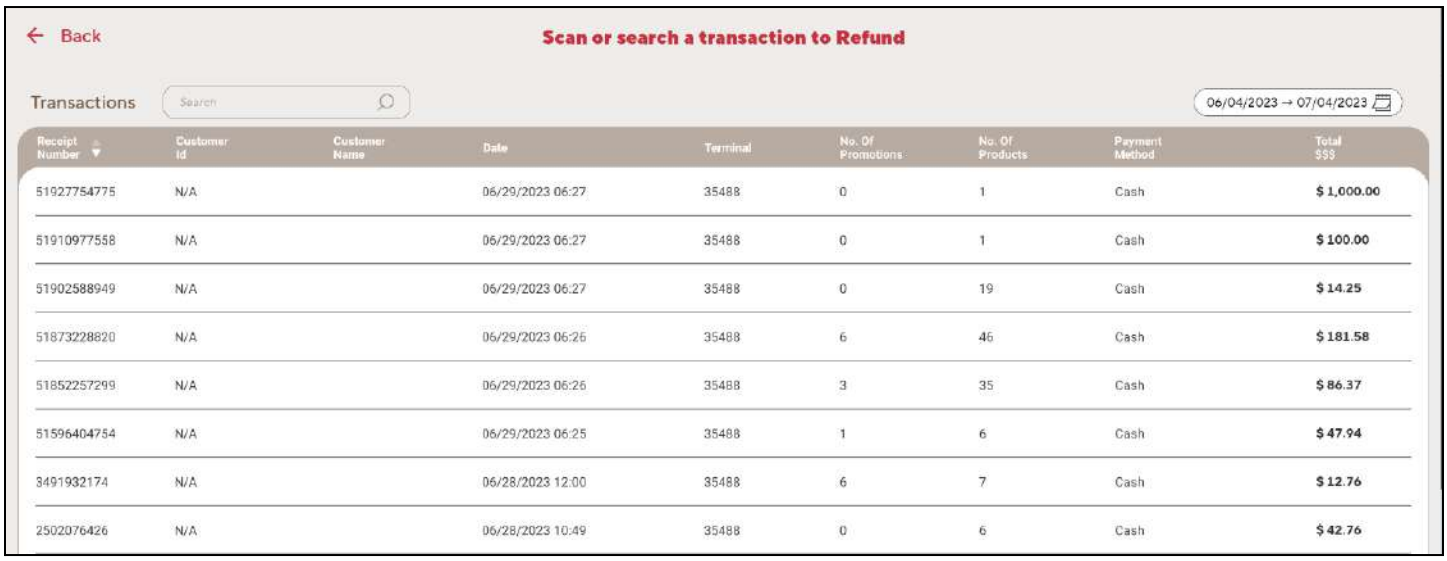


- **Refund button**: Coloured red.
- **Exact Cash button**: Becomes **Refund Cash**.
- **Cash button**: Grayed out
- **Split Payment button**: Grayed out

Transaction Refund

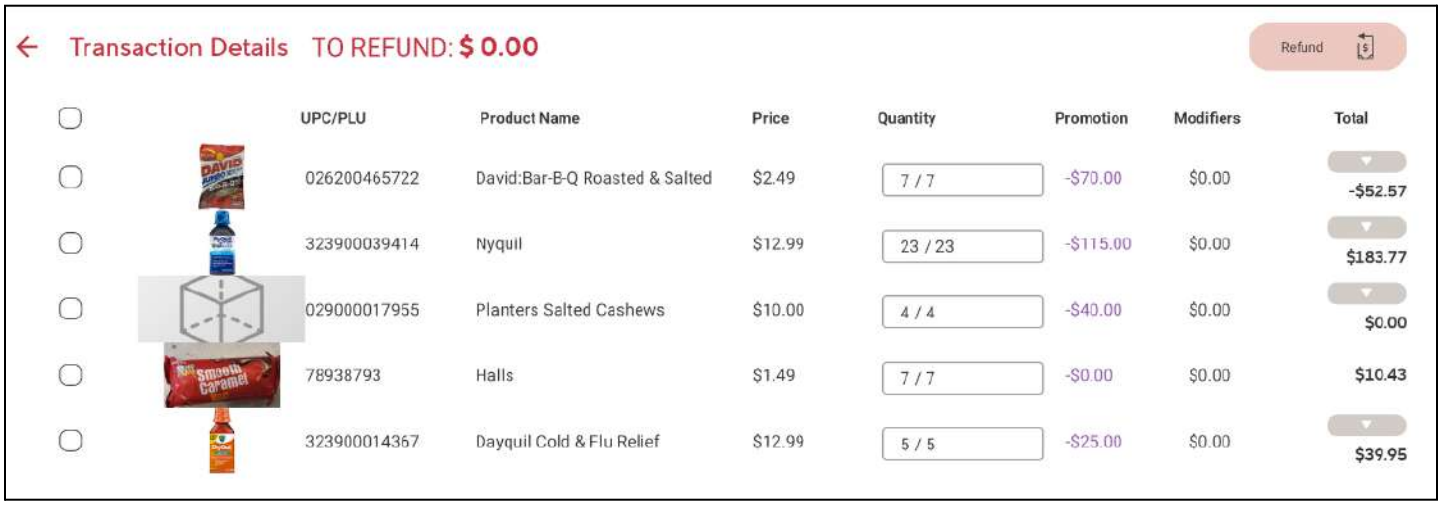
To make a **Transaction Refund**, the cashier performs the following steps:

1. Tap **Refund** in the cash register screen.
2. Tap **Transaction Refund**; the following screen appears.



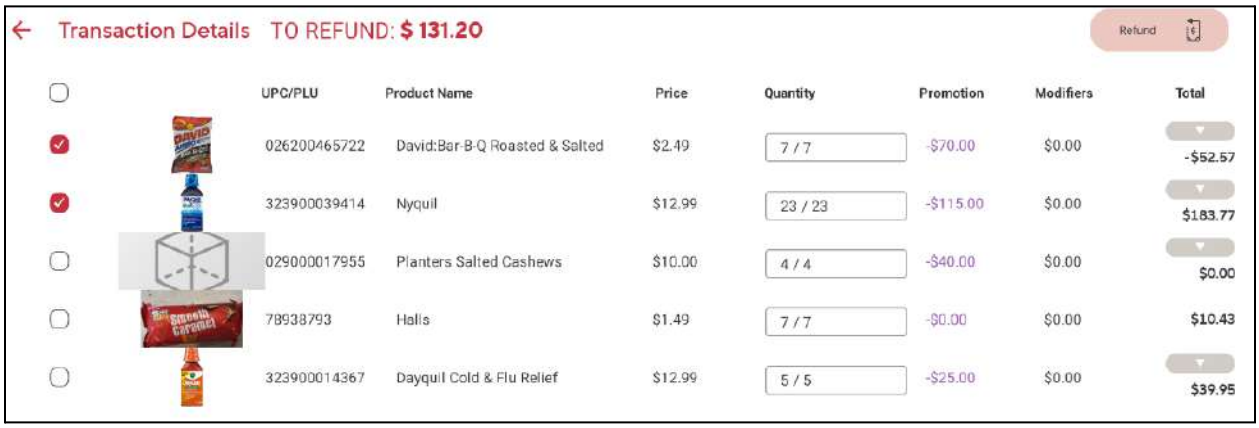
Receipt Number	Customer Id	Customer Name	Date	Terminal	No. Of Promotions	No. Of Products	Payment Method	Total $$$
51927754775	N/A		06/29/2023 06:27	35488	0	1	Cash	$ 1,000.00
51910977558	N/A		06/29/2023 06:27	35488	0	1	Cash	$ 100.00
51902588949	N/A		06/29/2023 06:27	35488	0	19	Cash	$ 14.25
51873228820	N/A		06/29/2023 06:26	35488	6	46	Cash	$ 181.58
51852257299	N/A		06/29/2023 06:26	35488	3	35	Cash	$ 86.37
51596404754	N/A		06/29/2023 06:25	35488	1	6	Cash	$ 47.94
3491932174	N/A		06/28/2023 12:00	35488	6	7	Cash	$ 12.76
2502076426	N/A		06/28/2023 10:49	35488	0	6	Cash	$ 42.76

3. Tap on the required transaction (a search field and a time range field are available to help find the correct transaction to refund).
   After tapping the required transaction, a screen that lists all products from that transaction appears:



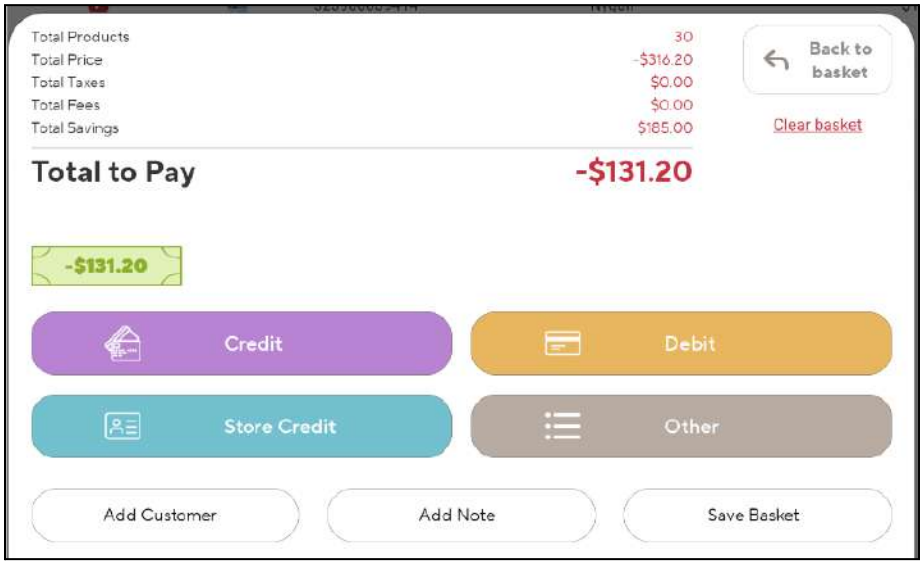
	UPC/PLU	Product Name	Price	Quantity	Promotion	Modifiers	Total
	026200465722	David:Bar-B-Q Roasted & Salted	$2.49	7 / 7	-$70.00	$0.00	-$52.57
	323900039414	Nyquil	$12.99	23 / 23	-$115.00	$0.00	$183.77
	029000017955	Planters Salted Cashews	$10.00	4 / 4	-$40.00	$0.00	$0.00
	78938793	Halls	$1.49	7 / 7	-$0.00	$0.00	$10.43
	323900014367	Dayquil Cold & Flu Relief	$12.99	5 / 5	-$25.00	$0.00	$39.95

4. Choose some or all products in the transaction for refund, as required.



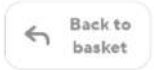
5. Tap **Refund** (

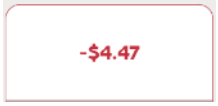
), the **Checkout** popup screen then appears with all selected products shown with negative payments amounts.



6. To make a card refund, select the required refund method.

   - **Credit**: Refund to credit card.
   - **Debit**: Refund to credit card.
   - **Store Credit**: Issue store credit for refund amount - not currently supported.
   - **Other**: Not currently supported.

7. To make a cash refund, tap **Back to Basket** (

), then tap the **Refund Cash** button (e.g. 

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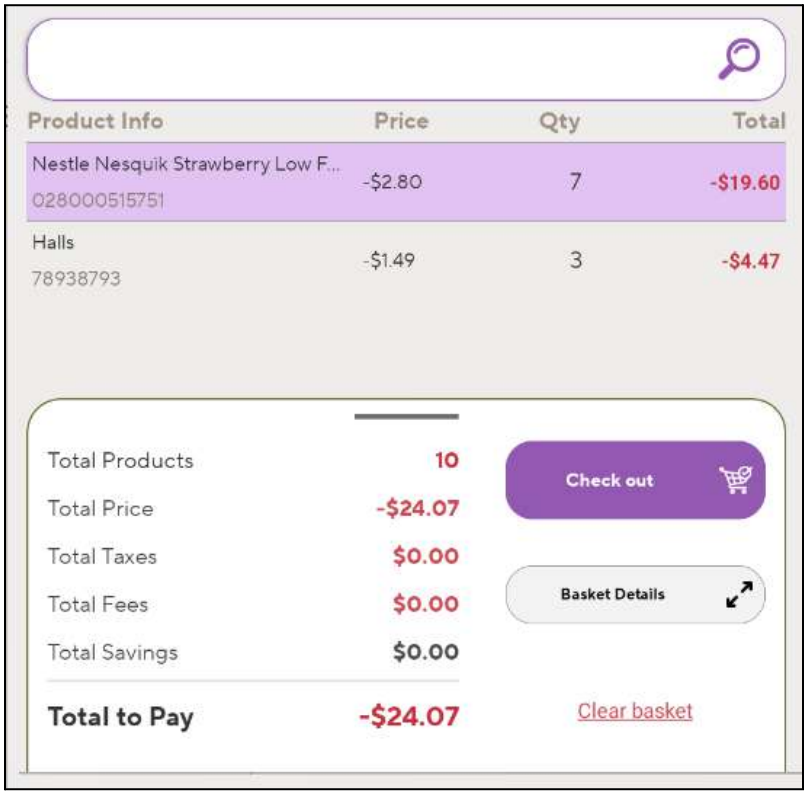
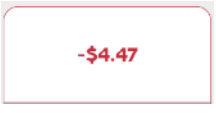
Register Refund

To make a **Register Refund**, the cashier performs the following steps:

1. Tap **Refund** in the cash register screen.
2. Enter products in the register by scanning, by using One Click buttons or by entering the UPC code.
3. To refund by card, click **Check Out** (

), then select Credit Card or Debit Card, as required.



4. To make a cash refund, tap the **Refund Cash** button (e.g. 

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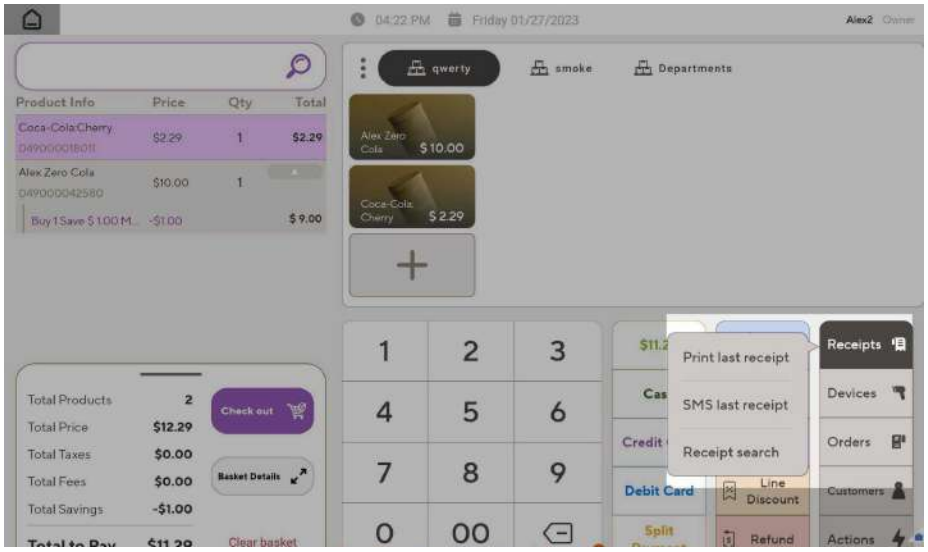
Quick Menus

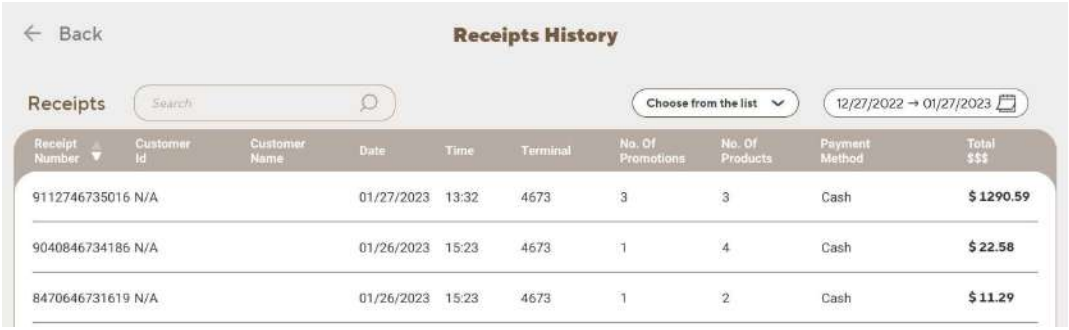
The **Quick Menus** section of the register screen contains buttons for actions not directly related to the current basket.

Receipts Quick Menu



Tapping the **Receipts Quick Menu** button shows the following options:

- **Print Last Receipt**: Prints the last receipt generated on the POS.
- **SMS Last Receipt**: SMS the last receipt generated on the POS - not currently supported.
- **Receipt Search**: Opens the **Receipts History** for transactions processed on this Panther POS.

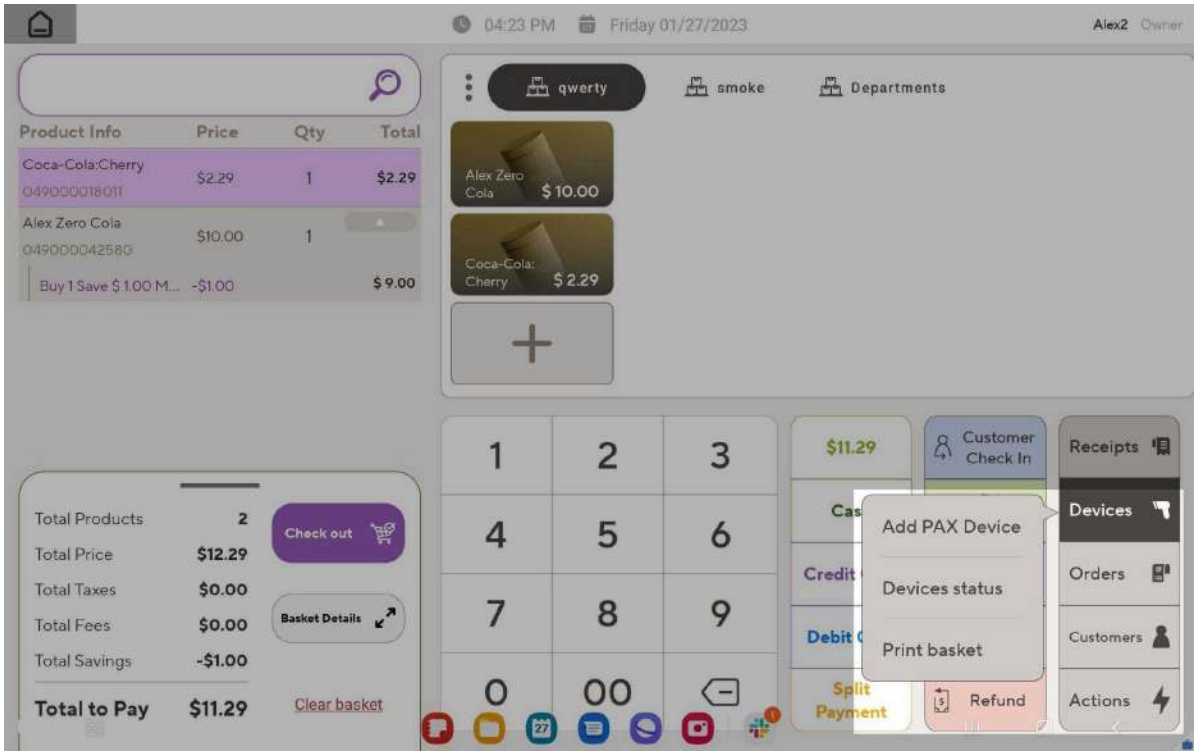


The Receipts History screen allows the user to search for a receipt and shows the following fields for each receipt:

- Receipt Number, Customer ID, Customer Name, Date, Time, Terminal ID, Number of Promotions applied to the transaction, Number of Products purchased, Payment Method, Total Transaction Amount

Tapping on a line to show full receipt details is not currently available.

Devices Quick Menu



Tapping the **Devices Quick Menu** button shows the following options:

- **Add PAX Device:** Opens **Add a PAX Device** window. Users can use the **Add a PAX Device** window to enter the PAX device port and IP address and connect the Panther POS to the PAX S300.
  Note: Tapping the help icons in the **Add a PAX Device** window opens a text bubble with help text and YouTube instructions.

- **Devices status**: Shows the status of devices currently connected to the tablet.
  Note: A Panther POS can be connected to up to four devices. One device is allowed per family of devices.

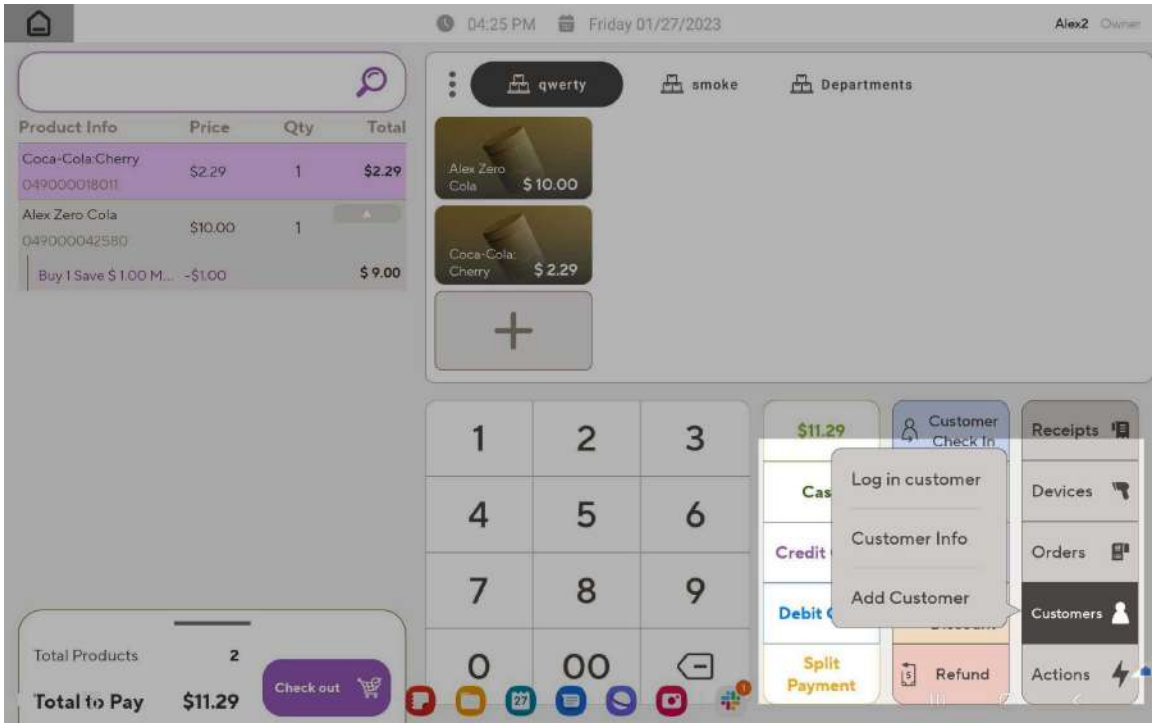
- **Print basket**: Prints the current basket data.

- **Open Cash Drawer**: Not currently supported. (When Panther POS supports being connected to a cash register, it will only support being connected to a cash register that connects to the Android tablet via USB.)

Orders Quick Menu

Not currently supported.

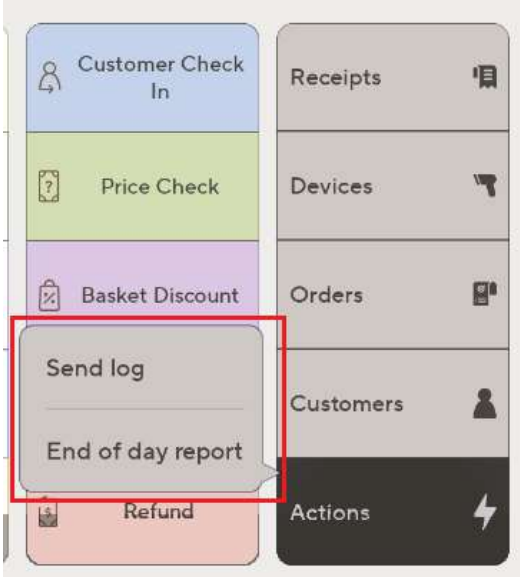
Customers Quick Menu



Tapping the **Customers Quick Menu** button shows the following options:

- **Log In Customer**: Opens customer check in popup, same behavior as the action button.
- **Customer Info**: Not currently supported.
- **Add Customer**: Allows the merchant to create a new customer. The merchant can enter the customer phone number and register them in the BR Club membership system. (The customer receives a confirmation SMS.)

Actions Quick Menu



Tapping the **Actions Quick Menu** button shows the following options:

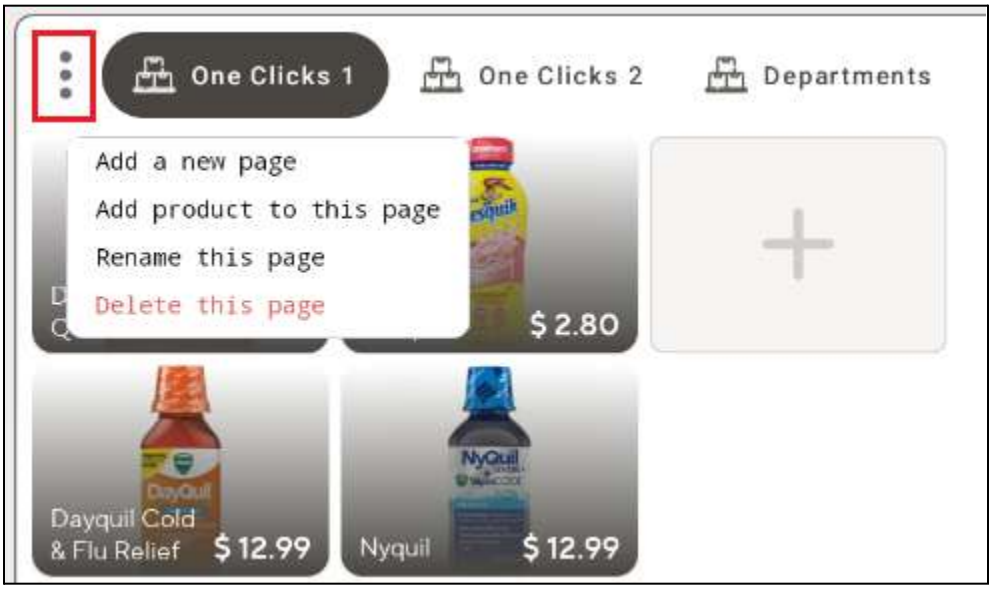
- **Send Log**: Sends an internal POS log to the NRS servers for troubleshooting.
- **End of Day Report**: Opens the **End of Day** report.

Configuring One Click Products

One Click Pages

The merchant can configure separate pages of **One Click Products**, to allow quick and easy access for how own selected products from different categories. For example, the merchant could configure one page for common dairy products, one page for common household products and one page for common tobacco products.

Configuring One Click Pages



The **One Click menu** is shown as three vertical dots in the top left corner of the **One Clicks** section.

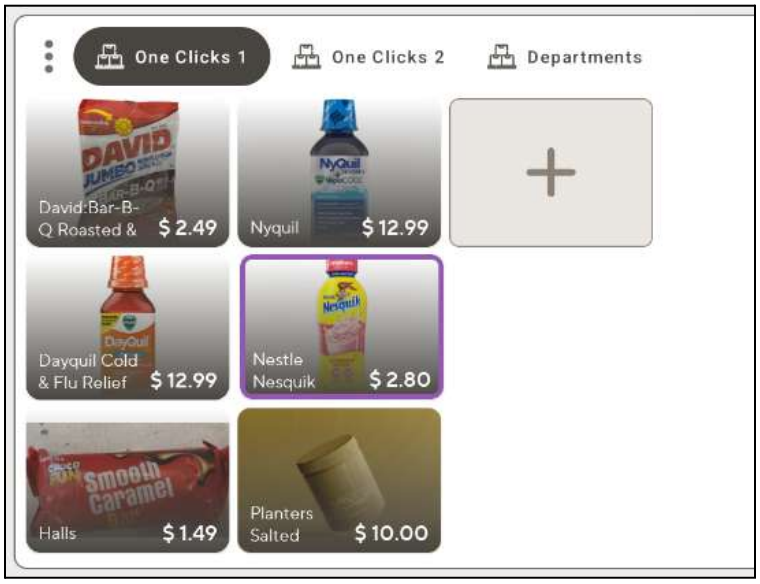
Options available are:

- **Add Page** - create a new **One Clicks** page
- **Add Product** - add a product to the current page
- **Rename** - edit the current page name
- **Delete** - deletes the current page

Note: The **Departments** page cannot be deleted or have its name changed.

One Click Products

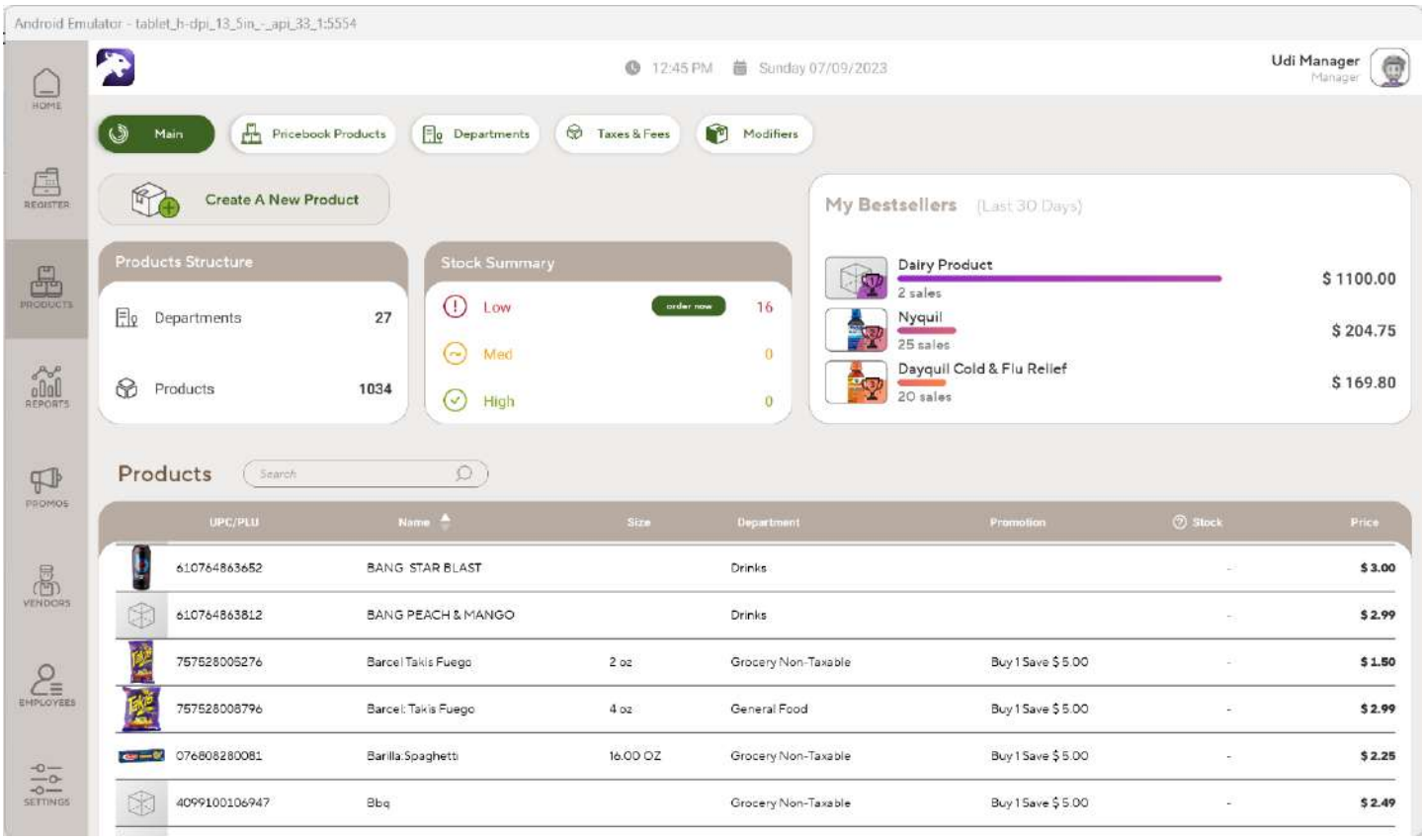
- **Add**: The merchant can add a new **One Click Product** by tapping + or from the menu, either of these actions opens a product search window.
    - The merchant then searches for a product, and taps it.
    - This adds the product as a **One Click Product** to the current page.
- **Edit**: Long tapping on a product shows the edit options.
    - **Replace**: Replaces the existing **One Click Product** with a new one selected by the merchant.
    - **Delete**: Removes this **One Click Product** from the page.
- **Move**: Long tap on a product until you see a purple frame, then drag it to the desired position.



Note that moving is supported only in the same page and the new product position is only saved on the local terminal; product positions are not saved to the cloud.

Managing Products

To access the main Products screen, tap the Products button on the main menu bar.



Main Products Screen

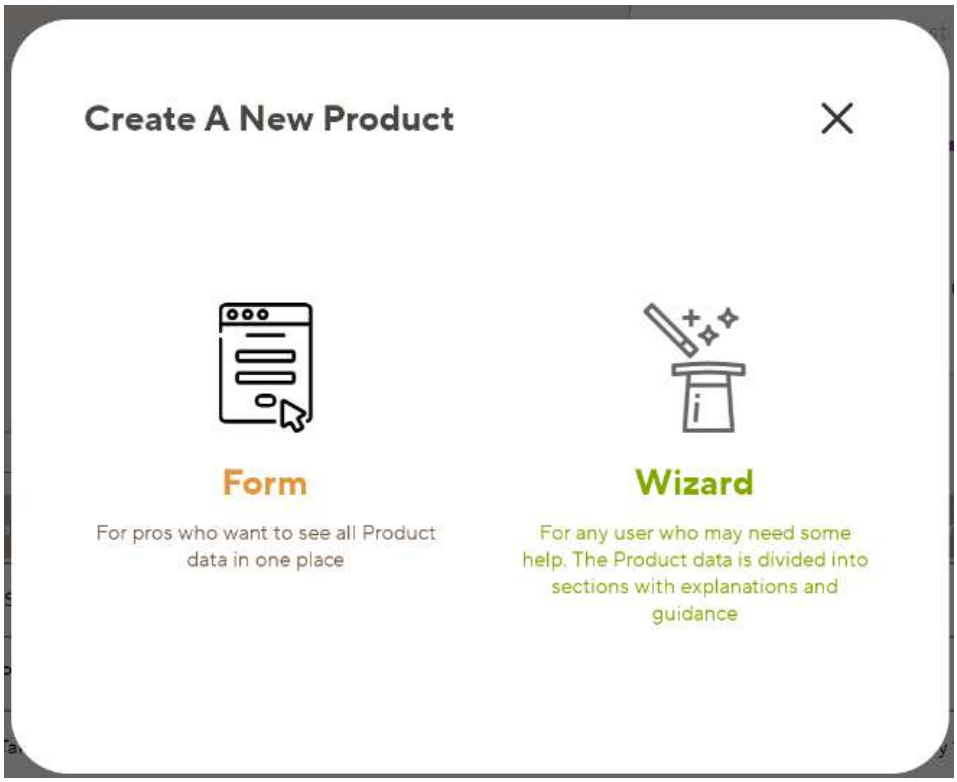
The following options are available in the main screen:

- Create a New Product
- Products Structure
- Stock Summary
- My Bestsellers
- Products table

Creating a New Product

To create a new product, tap **Create a New Product**,

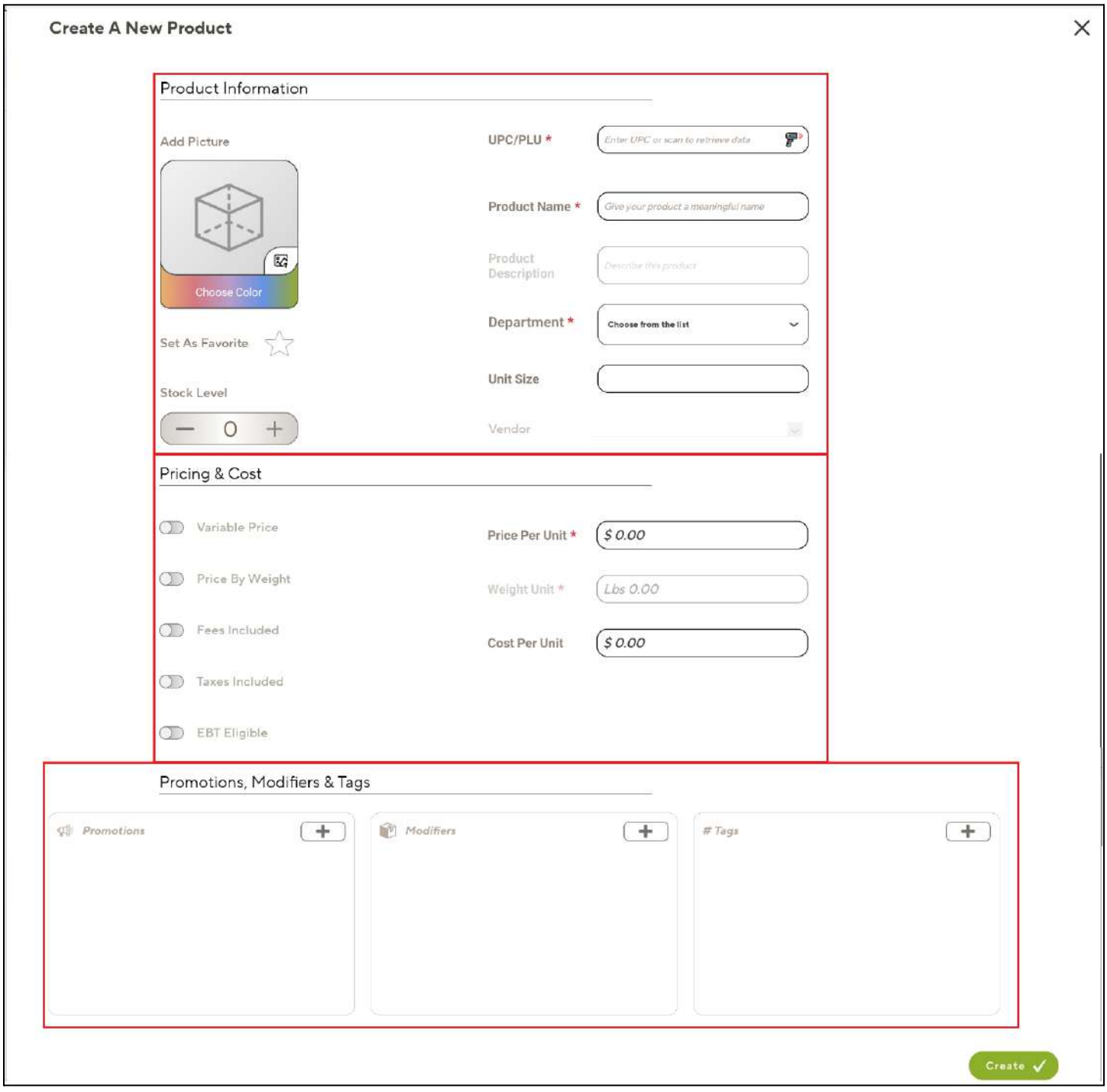
, this opens the following popup window.



Tapping **Form** opens the **Create New Product Form** (the **Create New Product Wizard** is not currently available).

The **Create New Product Form** allows the user to create a new product and is divided into the following sections:

- **Product Information**: Product details and stock level.
- **Pricing & Cost**: Product cost and flags that control price related functionality.
- **Promotions, Modifiers & Tags**: Configure product promotions; configuring modifiers and tags is not currently available in Panther POS and must be entered in the Merchant Portal or Merchant app.



Product Information

The **Product Information** section allows the user to enter product details and stock level for the new product.

- **Mandatory fields**: Mandatory fields are UPC, Product Name, and Department.
- **Validation**: After the user enters the UPC/PLU, a **Validate** button appears and performs a validation check on the input.
- **Stock level**: The user can enter the current stock level when they create the product (only available online).

Pricing & Cost

Data Entry Fields

- **Price per Unit**: Price per each item, for products sold by number.
- **Weight Unit**: Pounds or ounces, for products sold by weight.
- **Cost per Unit**: Cost per unit weight, for products sold by weight.

Toggle Buttons

- **Variable Price**: Price is entered by the cashier every time the product is purchased.
- **Price by Weight**: Flags if the product is sold by weight.
- **Fees Included**: Flags if fees should be included in the product price.
- **Taxes Included**: Flags if taxes should be included in the product price.
- **EBT Eligible**: Flags if the product can be bought using an EBT card.

Promotions. Modifiers & Tags

- Promotions can be added by tapping on the “+” button of the promotions section and then in the add promotion popup tapping on the add button on the desired promotion..

- Modifiers and tags are not currently supported and must be entered in the merchant portal or app.

“**Create**” Button

After entering the required information, the user taps **Create** (

) to create the new product. Panther POS then checks the data entered and adds the new product to the product inventory.

If there is any missing data, this is marked for the user's convenience.

Products Structure

The **Products Structure** section shows the total number of departments and products.

Stock Summary

The stock summary section shows a summary of current store stock levels.

Note: The stock summaries are not currently clickable.

My Bestsellers

My Bestsellers shows the top three most sold products from the last 30 days.

- Fields displayed are: product name, number of sales, total dollar value of product sold.
- Products are ordered by total dollar value of product sold, in descending order.

Products Table

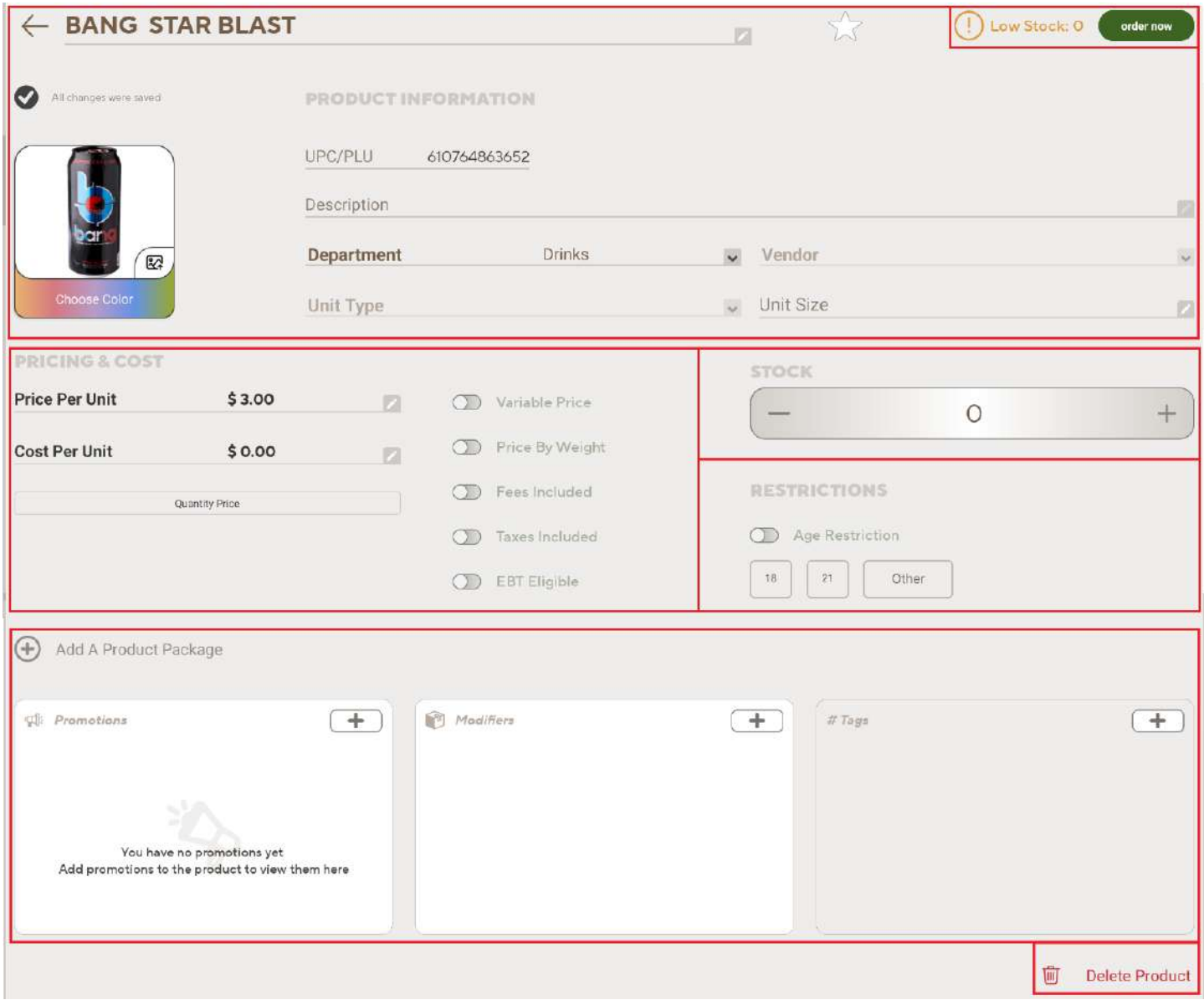
The Products Table displays one line per product, with basic information about that product.

- **Search**: Users can search for products by name, UPC, price, etc.
- **Sorting**: Users can sort products by any column (UPC, name, size, dept, etc.).
- **Promotions**: If more than one promotion is attached to a product, the line becomes expandable.

Tapping a line opens the **Product View** (detailed product information) screen.

Detailed Product Information Screen

Product View, the detailed product information screen, displays a detailed view of a specific product and allows the user to edit product details.



The Product View screen is divided into the following sections:

- **Product Information**: Product image, product name, product information.
- **Pricing & Cost**: Product cost and flags that control price related functionality.
- **Stock**: Stock level, reorder button.
- **Restrictions**: Product purchase legal restrictions.
- **Promotions, Modifiers & Tags**: Product promotions; modifiers and tags functionality is not currently available in Panther POS and must be entered in the Merchant Portal or Merchant app.

Product Information

The Product Information section allows the user to view and edit the following fields:

- **Product name**: Product name at the top of the screen, this field can be edited.
- **Product Description**: Cannot currently be edited.
- **UPC/PLU**: Cannot currently be edited.
- **Department**
- **Vendor**: Not currently supported.
- **Unit Type**
- **Unit Size**

Pricing & Cost

The Pricing & Cost section allows the user to view and edit the following fields:

- **Price per Unit**: Sale price
- **Cost per Unit**: Purchase price for the merchandise
- **Quantity Price**: Allows the user to set the price and cost, for a specified number of units.

- **Variable Price**: Price is entered by the cashier every time the product is purchased.
- **Price by Weight**: Flags if the product is sold by weight, not currently supported.
- **Fees Included**: Flags if fees should be included in the product register price.
  Note: Promotions also have this setting; the promotion setting overrides the product setting.
- **Taxes Included**: Flags if taxes should be included in the product register price.
  Note: Promotions also have this setting; the promotion setting overrides the product setting.
- **EBT Eligible**: Flags if the product can be bought using an EBT card, not currently supported.

Stock

- **Stock level**: Current number of items in stock; available only when online.
- **Low stock alert**
- **Order Now button**: Allows the user to reorder stock, not currently supported.

Restrictions

Shows age or other legal purchasing restrictions; this field inherits from the department and can't be changed here.

Promotions, Modifiers & Tags

Products Packages - not currently supported.

Promotions

In the Promotions section, each promotion associated with the product is displayed on a separate line. Currently, it is not possible to access promotion details by tapping on a specific promotion.

Adding a Promotion to a Product

There are two ways to associate a promotion with a product, this can either be done when the product is created (see Creating a New Product) or it can be done here in the promotions screen, as follows:

1. Tap the "**+**" button, this opens the **Add Promotions** pop-up window.
2. Within the **Add Promotions** pop-up, promotions can be searched for by name, date, benefit etc.

   The list of promotions returned from a search can be sorted by any column, by tapping the column head. If a promotion has just been added to the product, it will be displayed first in the search results.
3. Promotions not currently added to the product will display an **Add** button, tap this button to add the promotion to the product.

   Note: After a promotion is added to a product, a **Remove** button becomes visible next to the promotion. Tapping **Remove** removed the promotion from the product (requires confirmation). If the user checks **Do Not Show Again**, no further prompts will be given to confirm the removal of promotions in the current session.

Removing all Promotions from a Product

Selecting the **Remove All** button removes all promotions from the product. A confirmation message is displayed, when accepted all promotions are removed from the product.

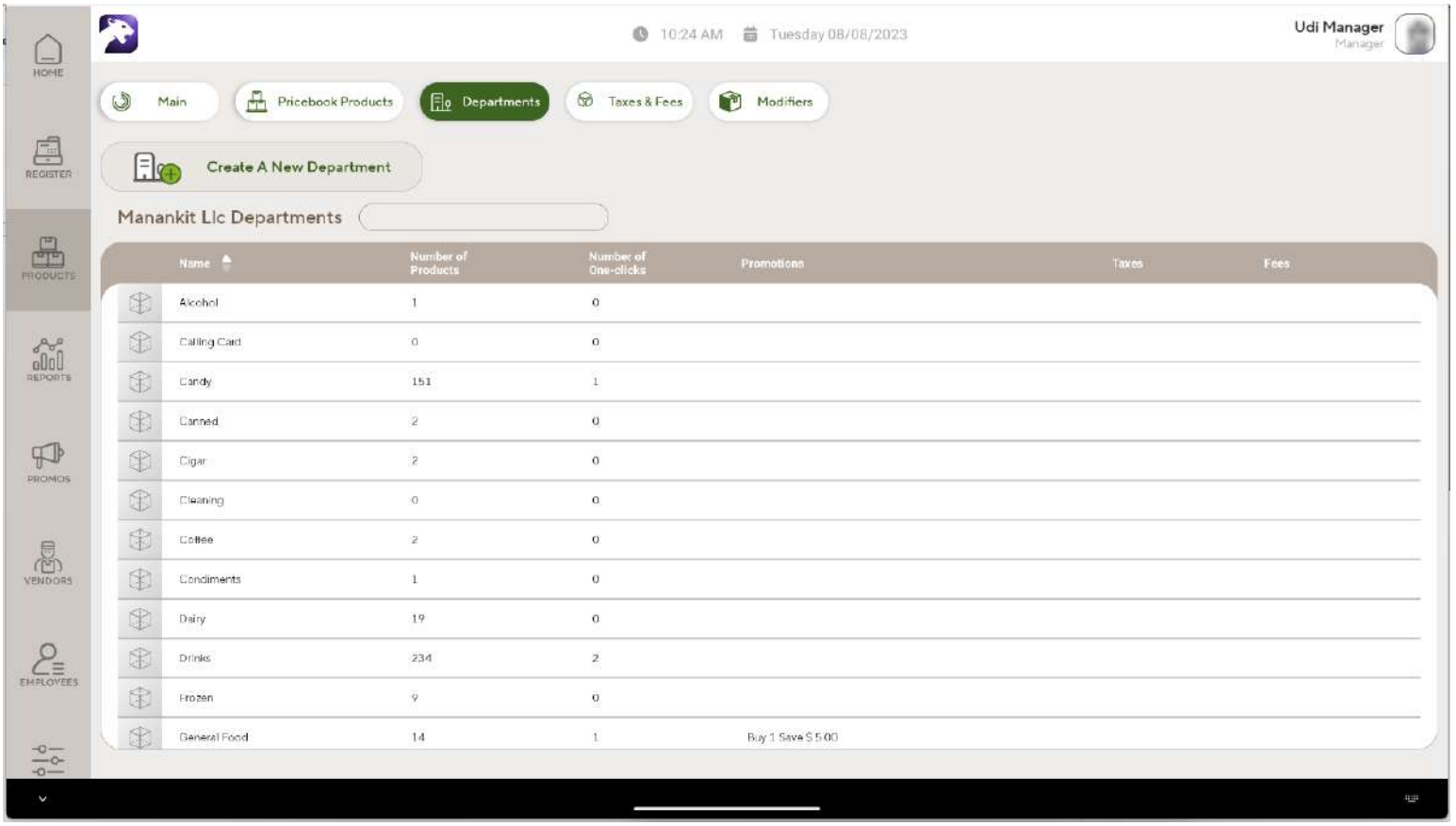
Departments Screen

The Departments screen allows merchants to group products into departments, doing this allows:

- **Applying Promotions to Departments:** Merchants can apply promotions to all products within a selected department.
- **Displaying Products as One Click Pages in the Register:** All the products in a department can be displayed in a **One Click** page in the register.

Departments Screen Layout

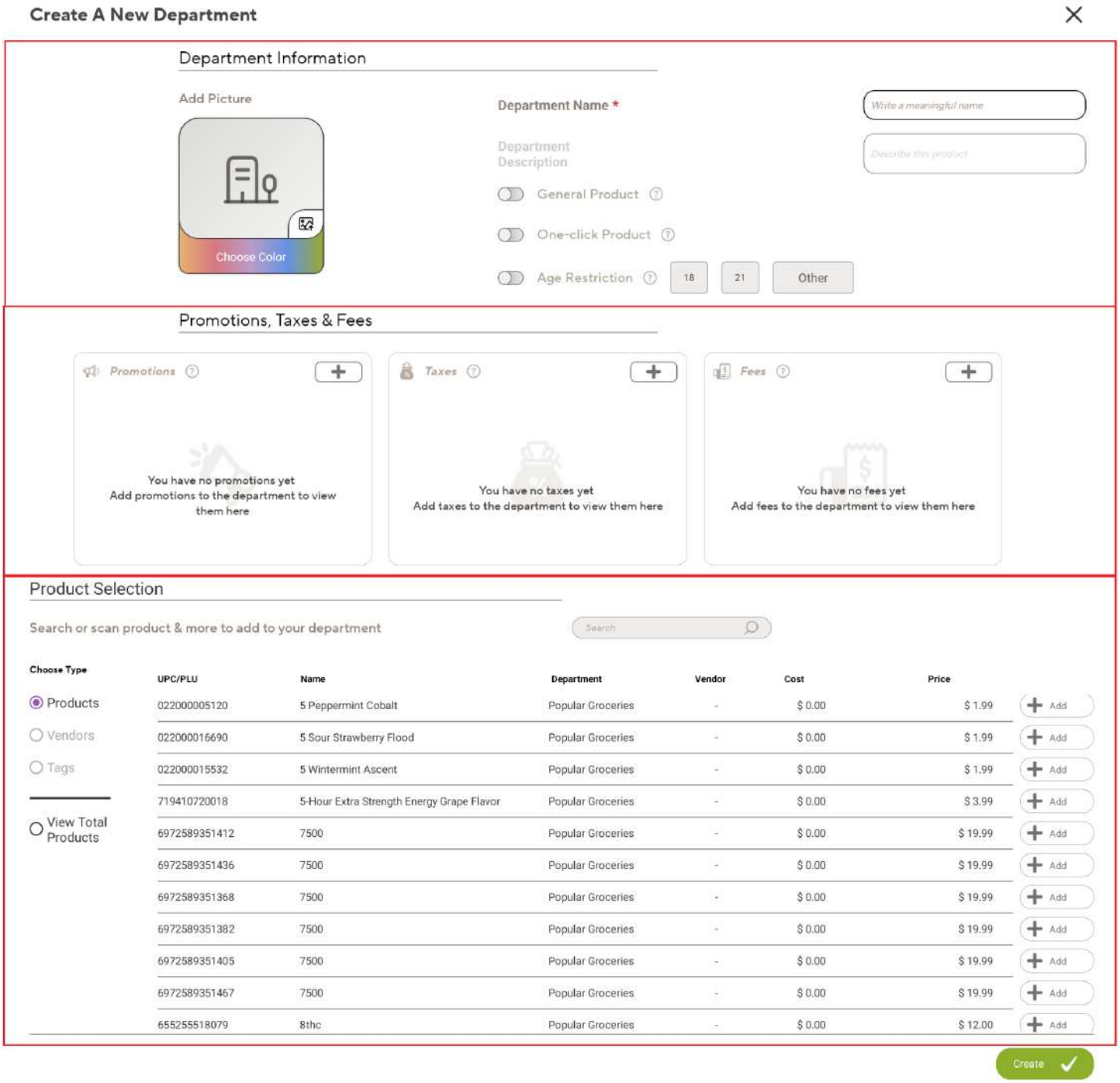
The departments screen contains a button for creating new departments, and a list of departments previously created by the merchant.



Creating a Department

To create a new department, tap **Create a New Department** (

) then select the **Form** option, this opens the **Create a New Department** screen.



The **Create a new Department** screen is divided into the following sections:

- Department Information
- Promotions, Taxes and Fees
- Product Selection

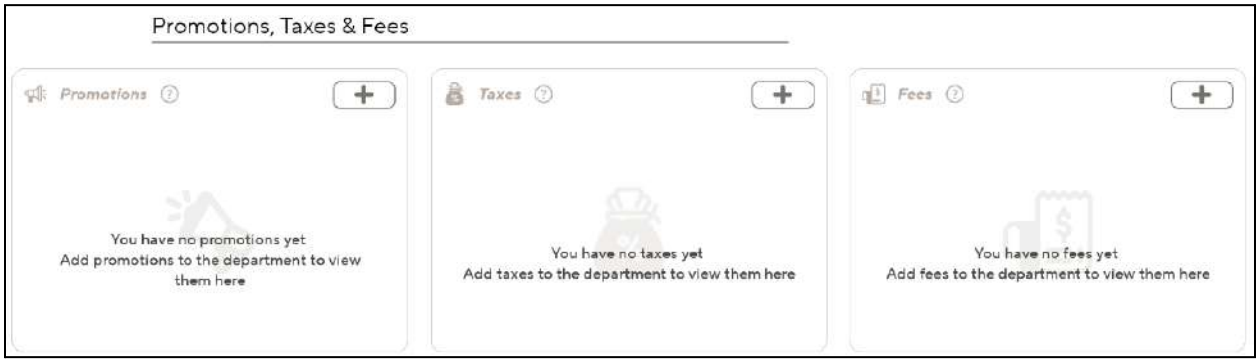
Department Information

The Department Information section contains basic information about the department, such as **Name** and **Description**.

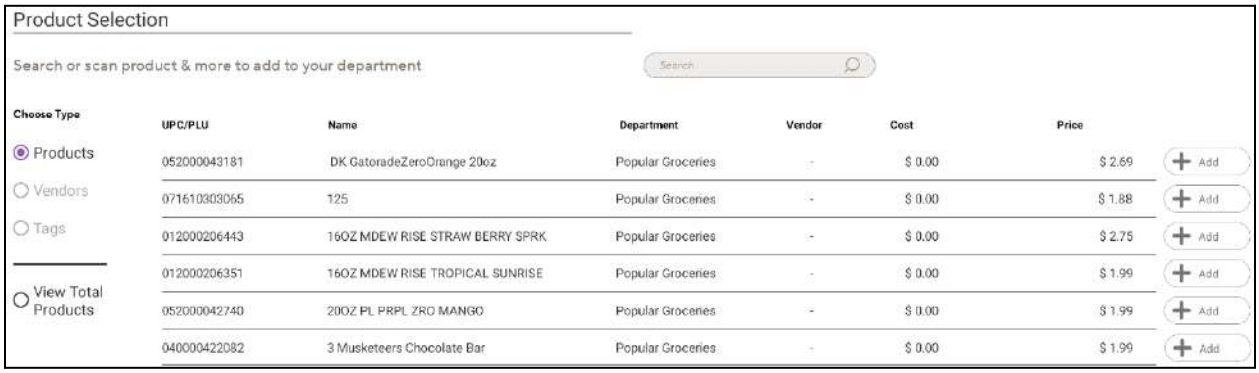
In addition, this section contains the following fields:

- **Picture and Colour**: This allows adding a photo and color for that department which is shown in the Department screens and when adding the department to other entities (future feature).
- **General Product**: Legacy code, to be removed.
- **One-Click Product**: Controls if the department will appear as a page in the **One Click** section in the register.
- **Age Restriction**: Controls if the cashier will be asked to validate the customer's age before allowing them to purchase a product in this department.

Promotions, Taxes and Fees***

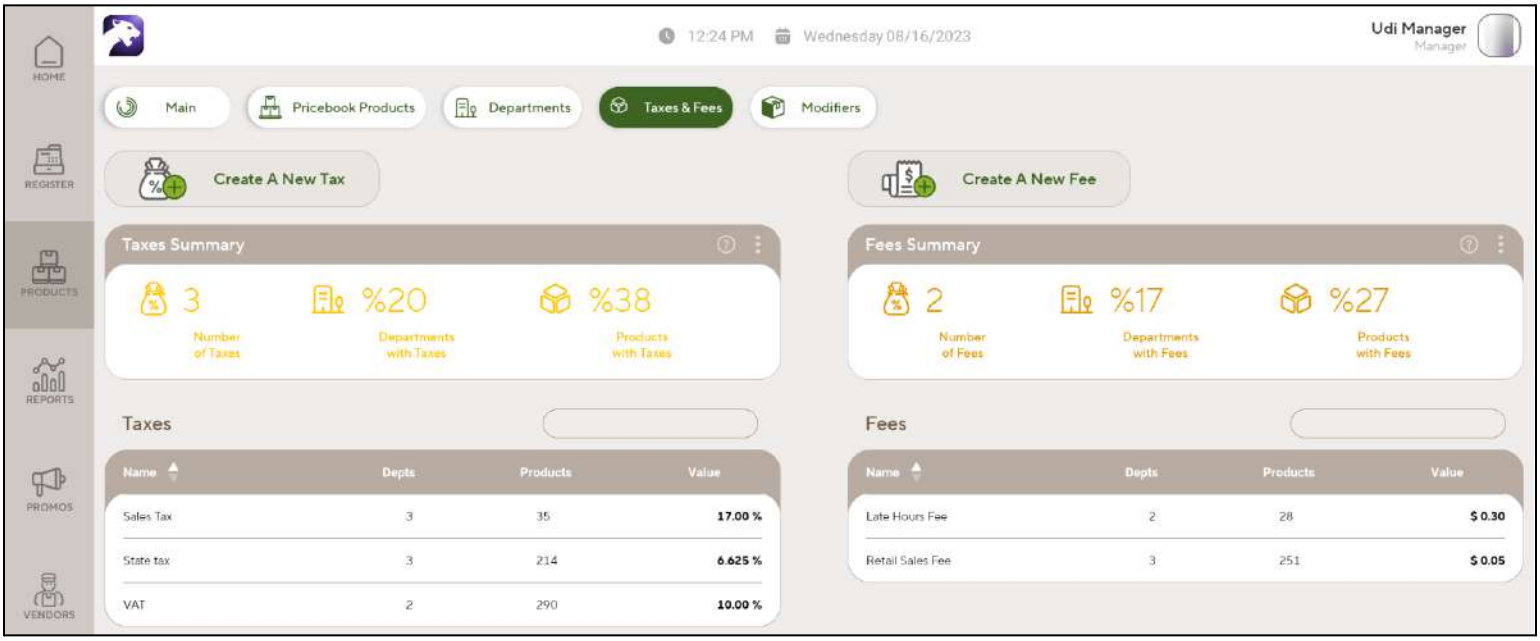


Product Selection


Product Selection
Search or scan product & more to add to your department
Search
Choose Type
Products
Vendors
Tags
View Total Products
UPC/PLU
Name
Department
Vendor
Cost
Price
052000043181
DK GatoradeZeroOrange 20oz
Popular Groceries
$ 0.00
$ 2.69
Add
071610303065
125
Popular Groceries
$ 0.00
$ 1.88
Add
012000206443
16OZ MDEW RISE STRAW BERRY SPRK
Popular Groceries
$ 0.00
$ 2.75
Add
012000206351
16OZ MDEW RISE TROPICAL SUNRISE
Popular Groceries
$ 0.00
$ 1.99
Add
052000042740
20OZ PL PRPL ZRO MANGO
Popular Groceries
$ 0.00
$ 1.99
Add
040000422082
3 Musketeers Chocolate Bar
Popular Groceries
$ 0.00
$ 1.99
Add

Taxes and Fees screen

The **Taxes and Fees subscreen** is available from the main Products screen and allows you to view, edit and create taxes and fees.



Taxes

The left side of the screen shows taxes related information:

- **Create a New Tax**: Button to create a new tax.
- **Taxes Summary**: Summary taxes data.
- **Taxes table**: A table of taxes configured in Panther POS; each row shows details of that tax when clicked.

Fees

The right side of the screen shows fees related information:

- **Create a New Fee**: Button to create a new fee.
- **Fees Summary**: Summary fees data.
- **Fees table**: A table of fees configured in Panther POS; each row shows details of that fee when clicked.

Taxes

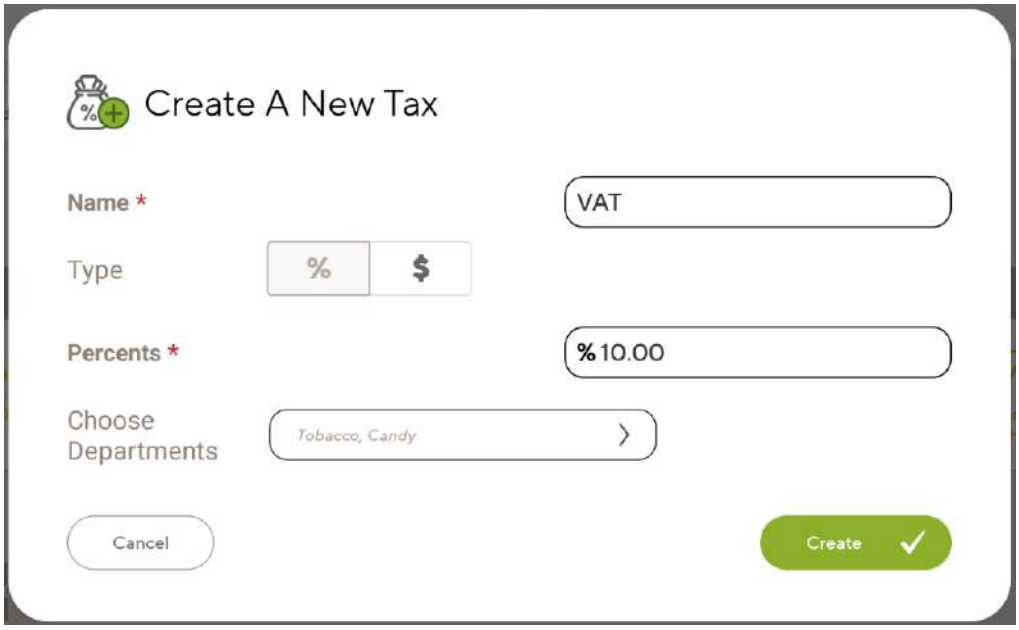
Creating a New Tax

To create a new tax:

1. Tap **Create a New Tax** (

).

2. Enter details of the new tax in the popup screen.



3. Click **Create** (

).

4. The new tax appears in the Taxes table.

Taxes Summary

The Taxes Summary information tile displays:

- **Number of Taxes**: Total number of taxes configured in Panther POS.
- **Departments with Taxes**: Percentage of departments with taxes applied.
- **Products with Taxes**: Percentage of products with taxes applied.

Taxes table

The Taxes table lists the taxes configured in Panther POS, and has fields:

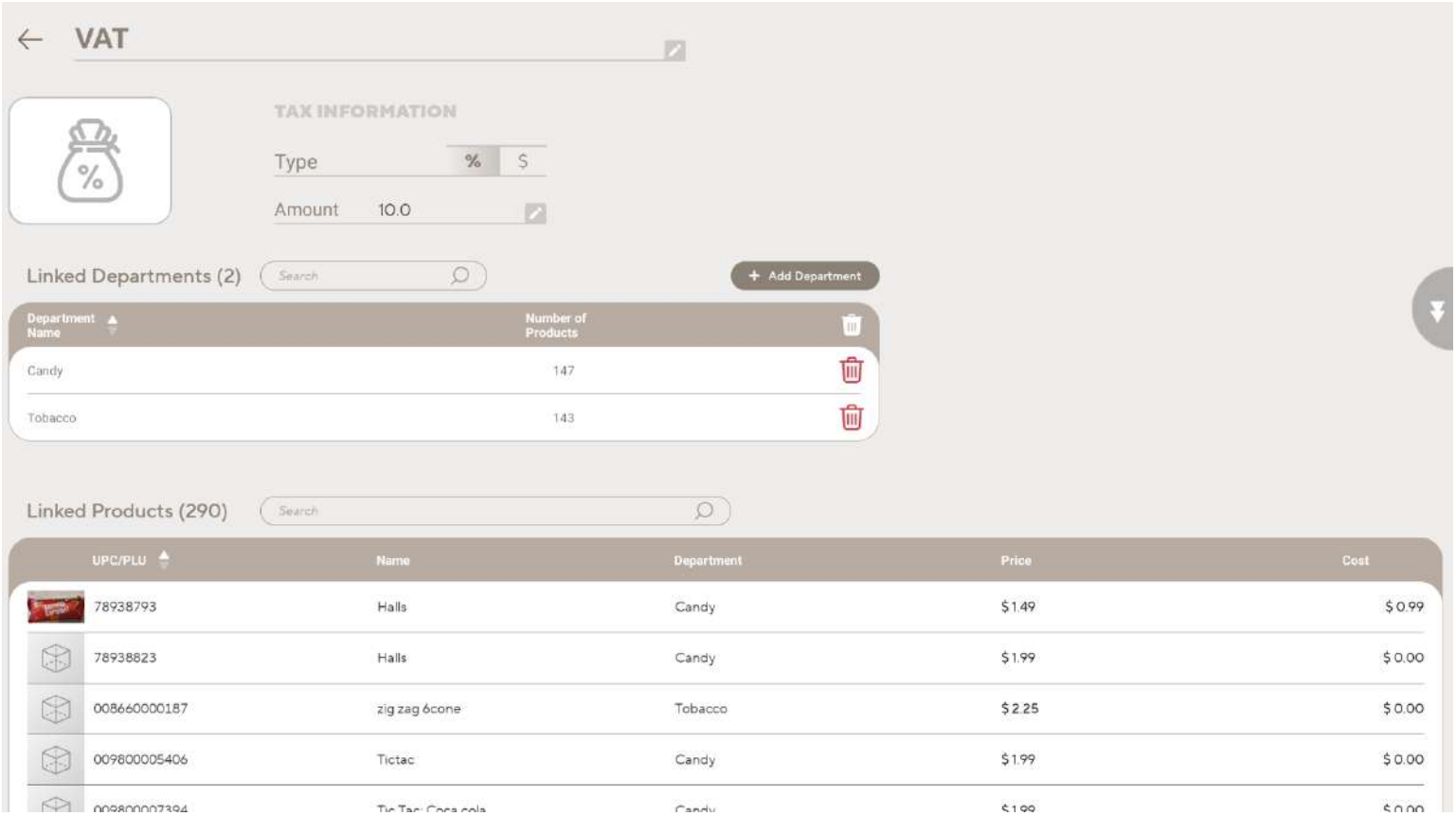
- **Name**: Name of the tax.
- **Depts**: The number of departments the tax applies to.
- **Products**: The number of products the tax applies to.
- **Value**: The percentage or dollar value of the tax.

Double clicking a record in the **Taxes table** opens the **Tax Details screen** for that tax.

Tax Details Screen

The Tax Details screen displays:

- **Basic Tax Information**: Tax name, type (percentage or dollar amount) and amount (percentage or dollar amount).
- **Linked Departments**: Departments to which the tax is applied; departments can be added (by tapping + Add Department) or removed (by tapping).
- **Linked Products table**: Products in the linked departments; the product details screen can be accessed by tapping on a record in the **Linked Products table**.



Fees

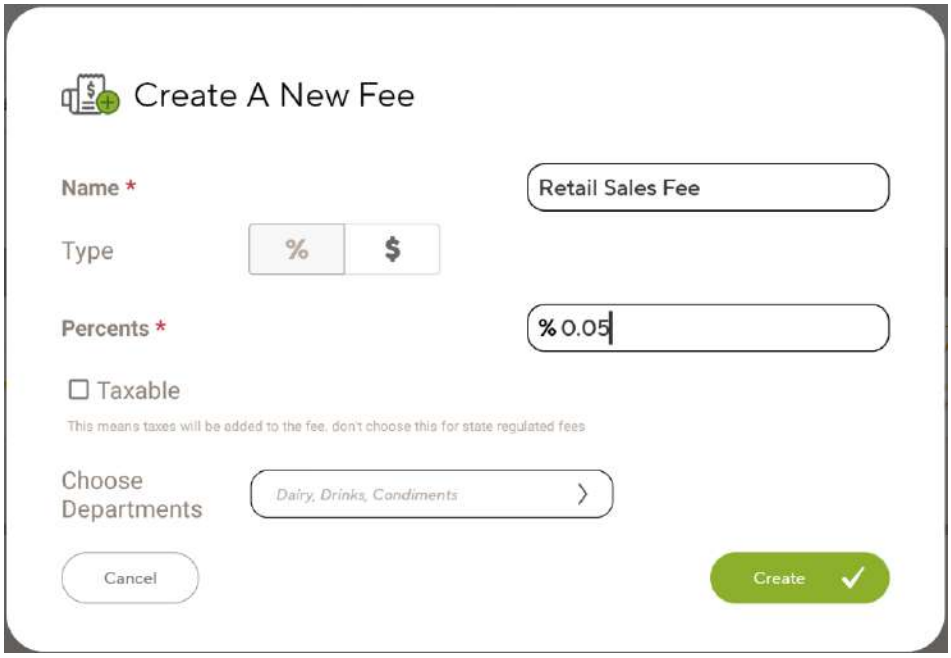
Creating a New Fee

To create a new fee:

1. Tap Create a New Fee (

).

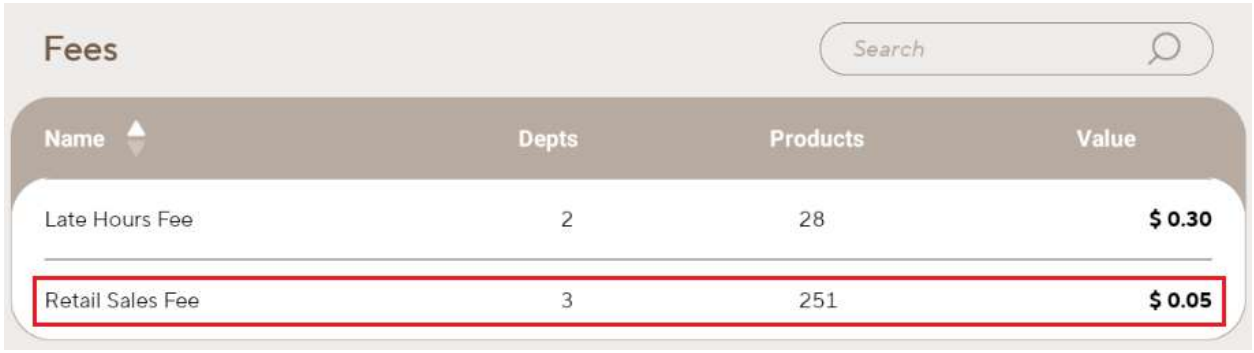
2. Enter details of the new fee in the popup screen.



3. Click Create (

).

4. The new fee appears in the Fees table.



Fees Summary

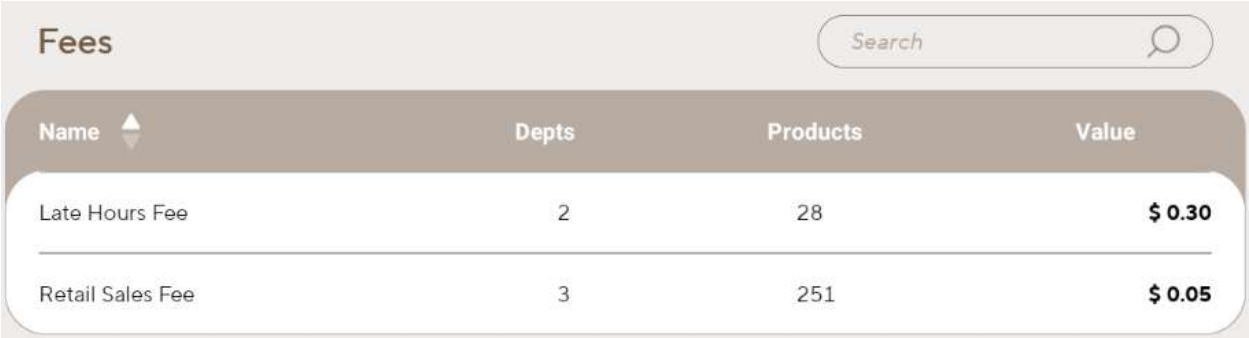
The **Fees Summary** information tile displays:

- **Number of Fees**: Total number of fees configured in Panther POS.
- **Departments with Fees**: Percentage of departments with fees applied.
- **Products with Fees**: Percentage of products with fees applied.

Fees table

The Fees table lists the fees configured in Panther POS, and has fields:

- **Name**: Name of the fee.
- **Depts**: The number of departments the fee applies to.
- **Products**: The number of products the fee applies to.
- **Value**: The percentage or dollar value of the fee.



Viewing and Editing a Department

Popular Groceries

Products **21** Promotions **2** Taxes **1** Fees **1**

Description Groceries often bought in Bill's bodega

General Product ⓘ

One-click Product ⓘ

Age Restriction ⓘ 18 21 Other

Applied Taxes (1)

Sales Tax	17%

Applied Fees (1)

Late Hours Fee	$ 0.30

Applied Promotions (2)

Search

Name	Benefit	Program	Products	Status
Great Discount Promotion	Buy 1, 5% off		20	Active

Listed Products (21)

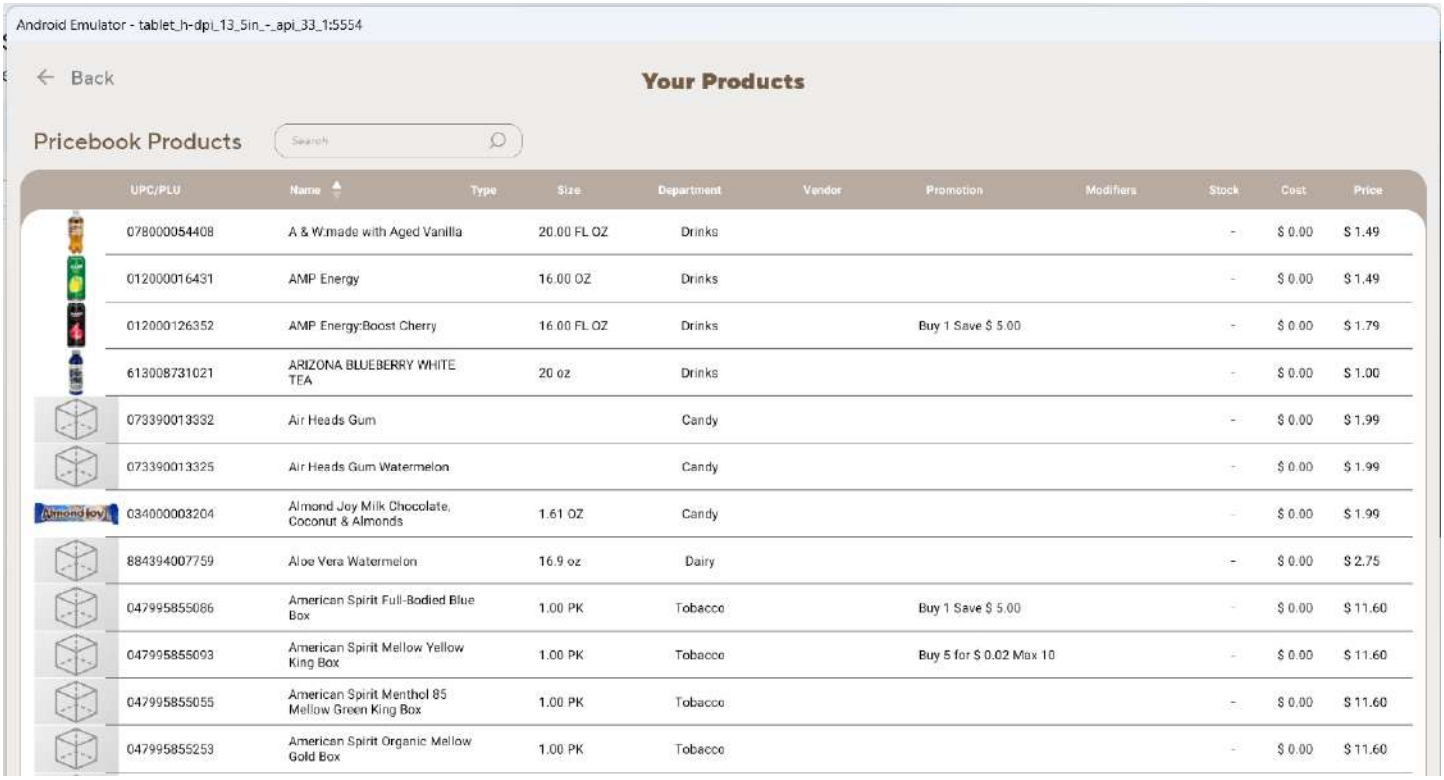
Search

	UPC/PLU	Name	Vendor	Cost	Price
	071610303065	125		$ 0.00	$ 1.88
	012000206443	16OZ MDEW RISE STRAW BERRY SPRK		$ 0.00	$ 2.75
	012000206351	16OZ MDEW RISE TROPICAL SUNRISE		$ 0.00	$ 1.99
	052000042740	20OZ PL PRPL ZRO MANGO		$ 0.00	$ 1.99
	040000422082	3 Musketeers Chocolate Bar		$ 0.00	$ 1.99
	040000006039	3 Musketeers Bar, King Size		$ 0.00	$ 1.99
	041387412154	4C Seasoned		$ 0.00	$ 3.50
	719410750015	5 hour Energy Peach Mango Extra		$ 0.00	$ 0.00
	022000076038	5 Mystery Mint		$ 0.00	$ 1.99
	022000005120	5 Peppermint Cobalt		$ 0.00	$ 1.99

Delete Department

Pricebook Products Screen

Tap on **Pricebook Products** in the internal navigation bar to open the **Pricebook Products** table.



Each product is displayed on a separate line; if more than one promotion is attached to a line, then the line becomes expandable.

- **Fields**: The table in the **Pricebook Products** screen shows all the fields shown in the **Products Table** in the Products home screen (UPC, Name, Size, Department, Promotion, Stock, Price), plus the following fields:

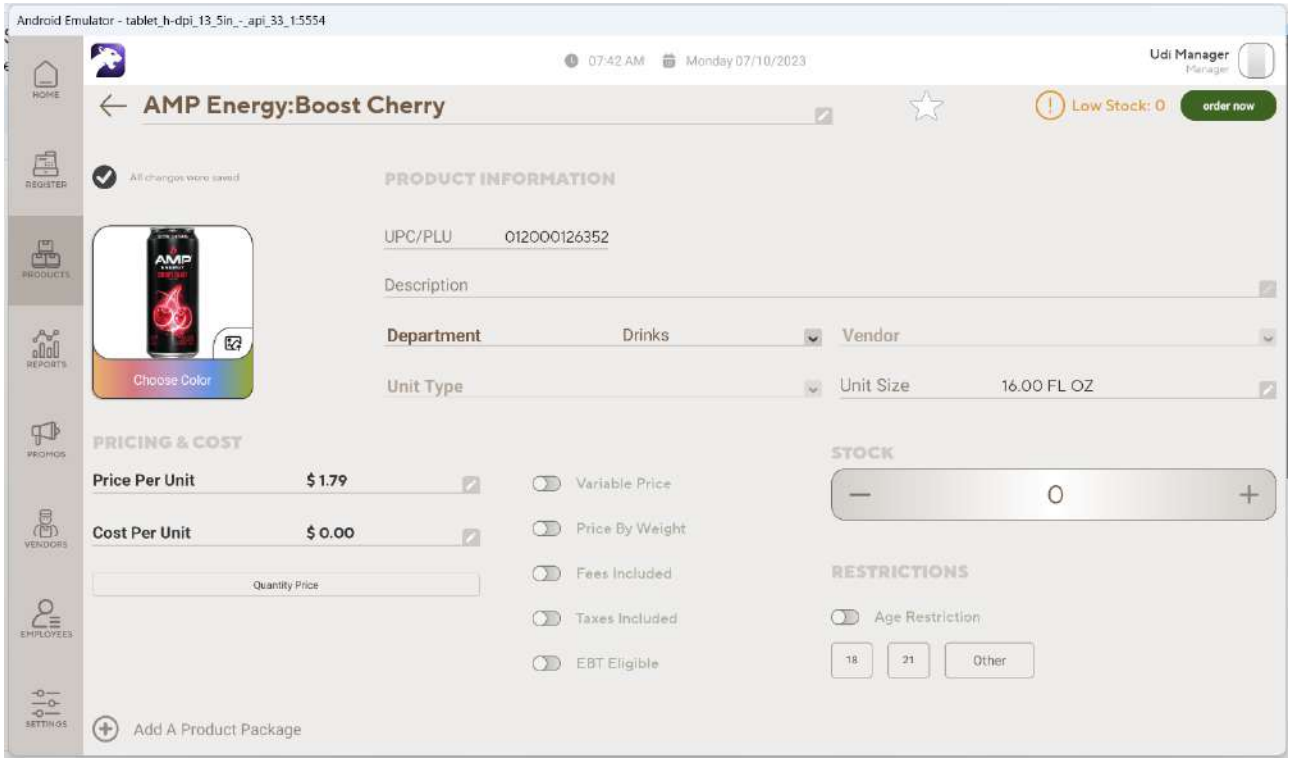
.

  - Cost
  - Modifiers (not currently supported)
  - Vendor (not currently supported)

- **Search**: Users can search for products by name, UPC, price, etc.

- **Sorting**: Users can sort the table by any column (UPC, name, size, department, etc.)

Tapping a line opens the detailed product view for that product.



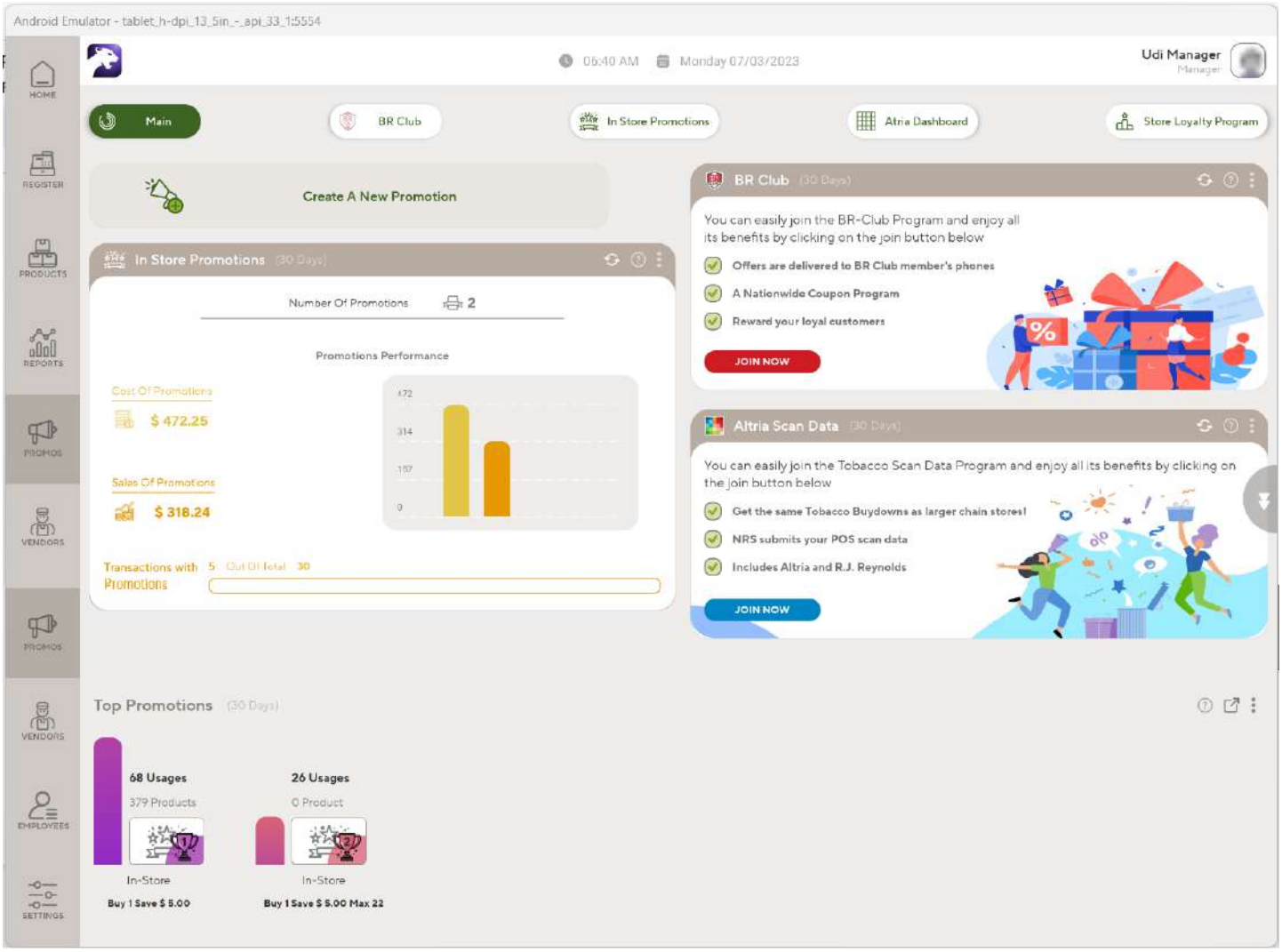
Managing Promotions

The promotions section includes the following screens:

- **Main Promotions screen**: Shows basic promotions information.
- **BR Club**: Currently not functional.
- **In Store Promotions screen**: Shows data relating to In Store promotions.
- **Altria Dashboard**: Currently not functional.
- **Store Loyalty Program**: Currently not functional.

Main Promotions Screen

The **Main Promotions Screen** shows basic promotions information, currently the BR Club App and Tobacco Scan Data program sections are not functional.



The **Main Promotions Screen** screen contains the following sections:

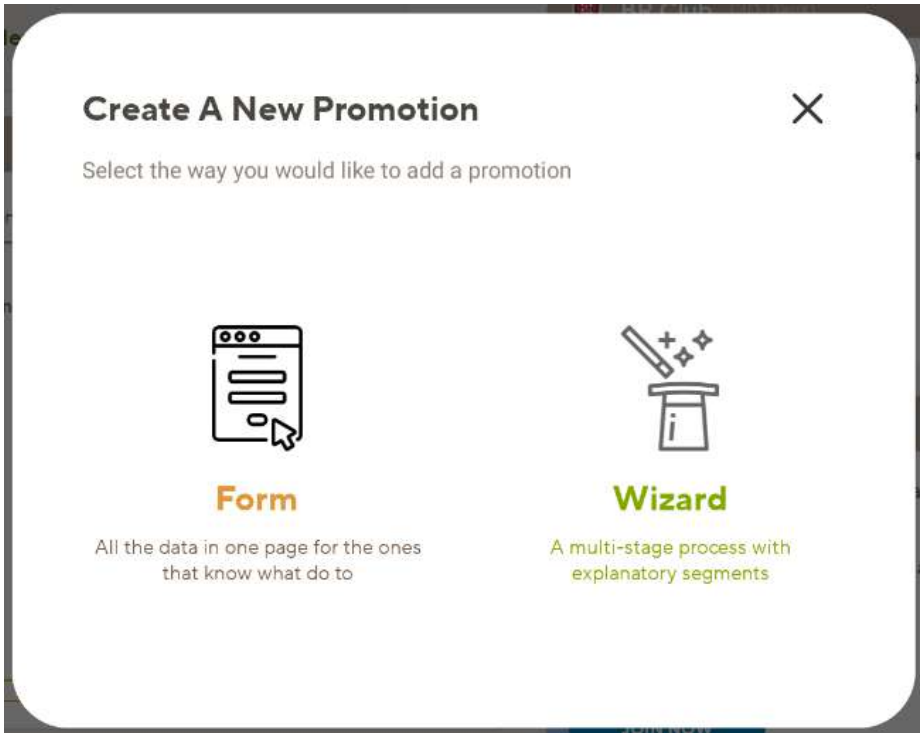
- **Create a New Promotion**: Allows the user to create a new In Store promotion.
- **In Store Promotions**: Shows a summary of In Store promotions performance, over the last 30 days.
- **Top Promotions**: Shows which promotions have performed best, over the last 30 days.
- **BR Club**: Currently not functional.
- **Tobacco Scan Data programs**: Currently not functional.

Creating a New Promotion

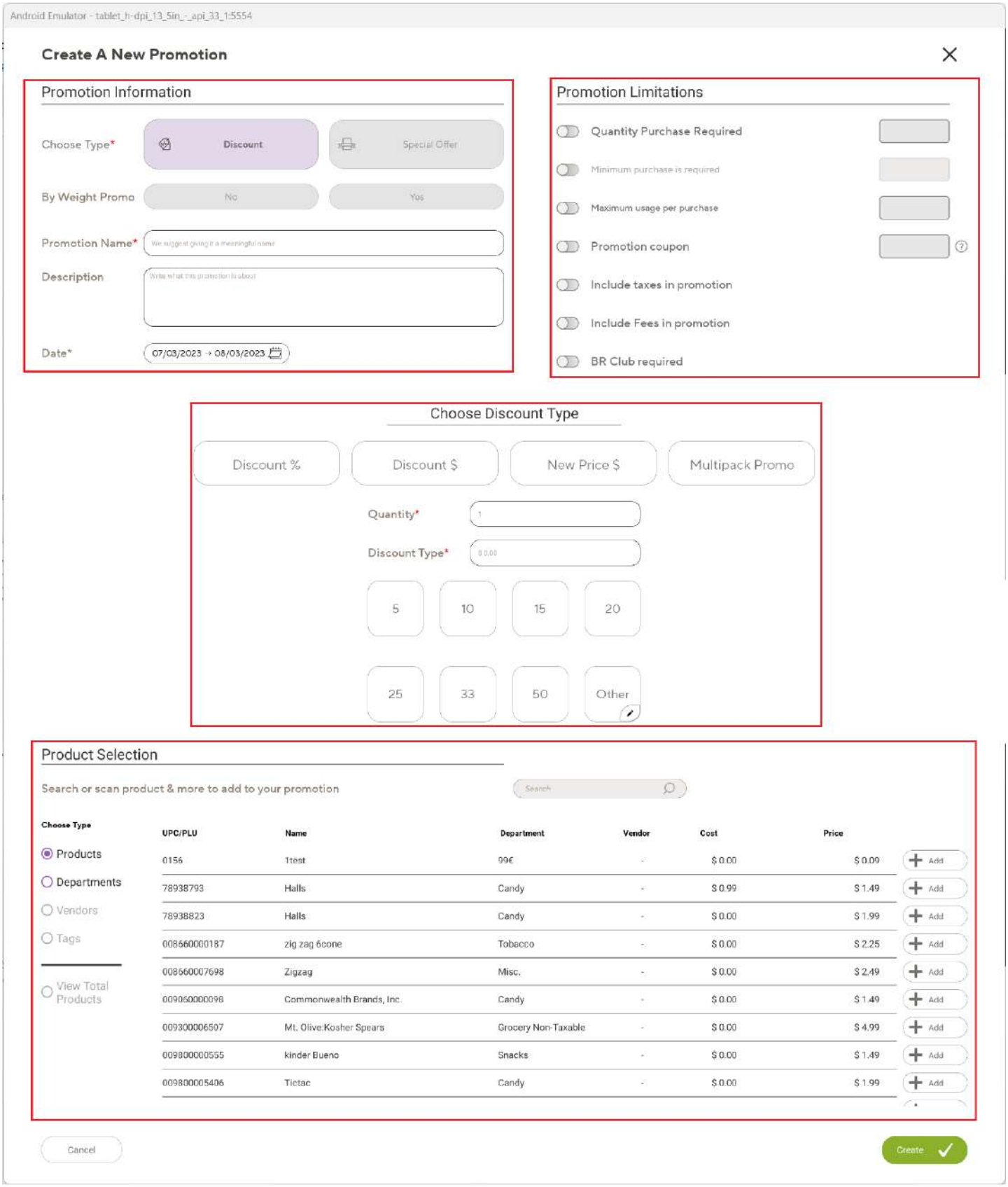
Tapping **Create a New Promotion** (

) opens the **Create a New Promotion** pop-up window.

Currently, only creating a new promotion via the **Create a New Promotion** form is supported, creating a new promotion via the **New Promotion Wizard** is not supported.



Tapping **Form** opens the **Create a New Promotion** form.


Android Emulator - tablet_h-dpi_13_5in_-_api_33_1:5554
Create A New Promotion
Promotion Information
Choose Type*
Discount
Special Offer
By Weight Promo
No
Yes
Promotion Name*
We suggest giving it a meaningful name
Description
Write what this promotion is about
Date*
07/03/2023 - 08/03/2023
Promotion Limitations
Quantity Purchase Required
Minimum purchase is required
Maximum usage per purchase
Promotion coupon
Include taxes in promotion
Include Fees in promotion
BR Club required
Choose Discount Type
Discount %
Discount $
New Price $
Multipack Promo
Quantity*
Discount Type*
5
10
15
20
25
33
50
Other
Product Selection
Search or scan product & more to add to your promotion
Search
Choose Type
Products
Departments
Vendors
Tags
View Total Products
UPC/PLU
Name
Department
Vendor
Cost
Price
0156 1test 99€ - $ 0.00 $ 0.09 Add
78938793 Halls Candy - $ 0.99 $ 1.49 Add
78938823 Halls Candy - $ 0.00 $ 1.99 Add
008660000187 zig zag 6cone Tobacco - $ 0.00 $ 2.25 Add
008660007698 Zigzag Misc. - $ 0.00 $ 2.49 Add
009060000098 Commonwealth Brands, Inc. Candy - $ 0.00 $ 1.49 Add
009300006507 Mt. Olive:Kosher Spears Grocery Non-Taxable - $ 0.00 $ 4.99 Add
009800000555 kinder Bueno Snacks - $ 0.00 $ 1.49 Add
009800005406 Tictac Candy - $ 0.00 $ 1.99 Add
Cancel
Create

The following sections must be completed to create a new promotion.

- Promotion Information
- Promotion Limitations
- Promotion Benefit
- Product Selection

Promotion Information

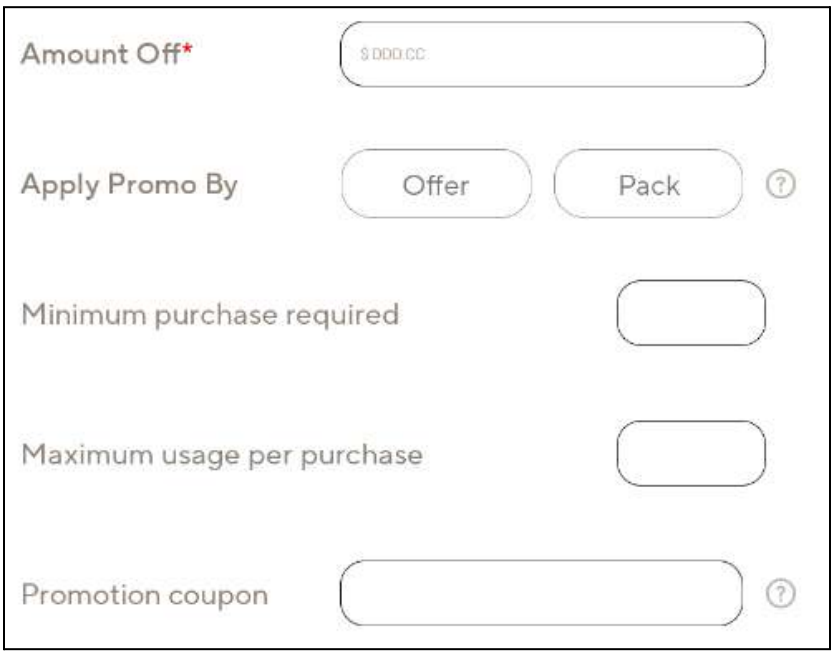
- **Promotion Type** (mandatory field): Only the **Discount** promotion type is currently enabled.
- **By Weight Promo**: Promotion that is applied proportionally to the weight of the purchased product, not currently supported.
- **Promotion Name** (mandatory field)
- **Description** (optional field): Promotion description.
- **Date**: The date range in which the promotion is active.

  By default, the promotion date range is from today to 30 days in the future. Tapping the dates control opens a date picker that can be used to modify promotion dates.

Promotion Limitations

- **Quantity Purchase Required**: If toggled to yes, the promotion only applies when the customer purchases a specific quantity of the product.
- **Minimum Purchase Required**: Promotion only applies if the customer spend is at least the configured dollar value.
- **Maximum Usage per Purchase**: The maximum number of times this promotion can be applied against all the products in a single basket.
- **Promotion Coupon**: Use this field to enter a third party Post Tax promotion coupon code and attach it to the promotion.
- **Include Taxes in Promotion**: When toggled on, taxes are included in the product price.
  - When applied to a product the promotion setting will override the product setting
- **Include Fees in Promotion**: When toggled on, fees are included in the product price.
  - When applied to a product the promotion setting will override the product setting
- **BR Club Required**: If toggled to yes, then the promotion only applies if the customer has BR Club membership.

- **Discount Type**: Can be one of
    - **Discount %**: Percentage discount.
    - **Discount $**: Fixed dollar amount discount.
    - **New Price $**: New promotion price.
    - **Multipack Promo**: Promotion applies when the customer purchases multiple items.
- **Quantity**: The minimum quantity that the customer has to buy to be eligible for the promotion.
- **Benefit Value**: The Benefit Value field changes according to the promotion type.
    - **Discount %**: Benefit Value caption = “Discount %”
    - **Discount $**: Benefit Value caption = “Discount $”
    - **New Price $**: Benefit Value caption = “New Price $”
    - **Multipack Promo**: If the promotion type is Multipack Promo, then the Quantity and Benefit Value fields are replaced with the following fields:



        - **Amount Off**: The dollar amount reduction for this promotion.
        - **Apply Promo By**:
            - **Offer**: One discount amount is applied per purchase of multiple items.
            - **Pack**: The discount amount is applied per pack purchased, so if multiple packs are purchased in one transaction then the discount will be applied multiple times.

- **Minimum Purchase Required**: Minimum purchase quantity required to be eligible for the discount.
- **Maximum Usage per Purchase**: Maximum number of times that the discount can be applied per basket.
- **Promotion Coupon**: Third party coupon code. (For RJ Reynolds use RJRMP for multipack promotion, RJRLT for loyalty promotion.)

- **Seven shortcut values**: On being tapped, the benefit value changes to the value of the shortcut button. The **Other** button is not currently supported.

Product Selection

- **Search Type**: User can select four categories from which to search.
  - **Products**: Search for and add specific products.
  - **Departments**: Search for and add the products under one or more departments.
  - **Vendors**: Not currently supported.
  - **Tags**: Not currently supported.
  - **View Total Products**: Not currently supported.
- **Search bar**
  - Allows searching in the data shown after selecting a specific category.

    Note: Changing the search type removes the search content.
- **Search results**: Shows search results from data returned by the selected search type.

Products Table

The products table shows the products returned by the combination of search by search type and via text entered in the search bar. Each line in the table shows: UPC, product name, department, vendor, cost, and price.

When the user taps the Add to Promo button at the end of the line, the promotion is applied to that product.

Departments Table

When the user selects Department search type, a table is displayed showing all departments.

Each line in the Departments Table shows:

- Department name
- Number of products in the department
- **Add to Promo** button

If the user taps **Add to Promo**, the promotion is applied to all products in that department. **Note:** This only applies to products currently in the department, new products added to the department after this action have to be manually added to the promotion.

Action Buttons

The **Create New Promotion form** shows two action buttons, **Create** (Create) and **Cancel** (Cancel).

- **Create**: Validates the data in the Create New Promotion form, and saves the promotion if all the required data are present. If there is missing data, Panther POS outlines the missing field(s) in red, and the screen navigation jumps to that field.

- **Cancel**: Closes the **Create New Promotion** form, discarding any entered data.

In-Store Promotions

The In-Store Promotions summary section shows summary data for In-Store promotions (i.e., not BR Club Promotions), over the last 30 days.
Fields displayed are:

- **Number of Promotions**: Total number of promotions configured for the store.
- **Cost of Promotions**: The total amount of money by which sales have been discounted, by applying the In Store promotions.
- **Sales with Promotions**: Total value of sales with promotions.
- **Transactions with Promotions**: Total number of sales made where at least one product was discounted due to an In-Store promotion.

Top Promotions

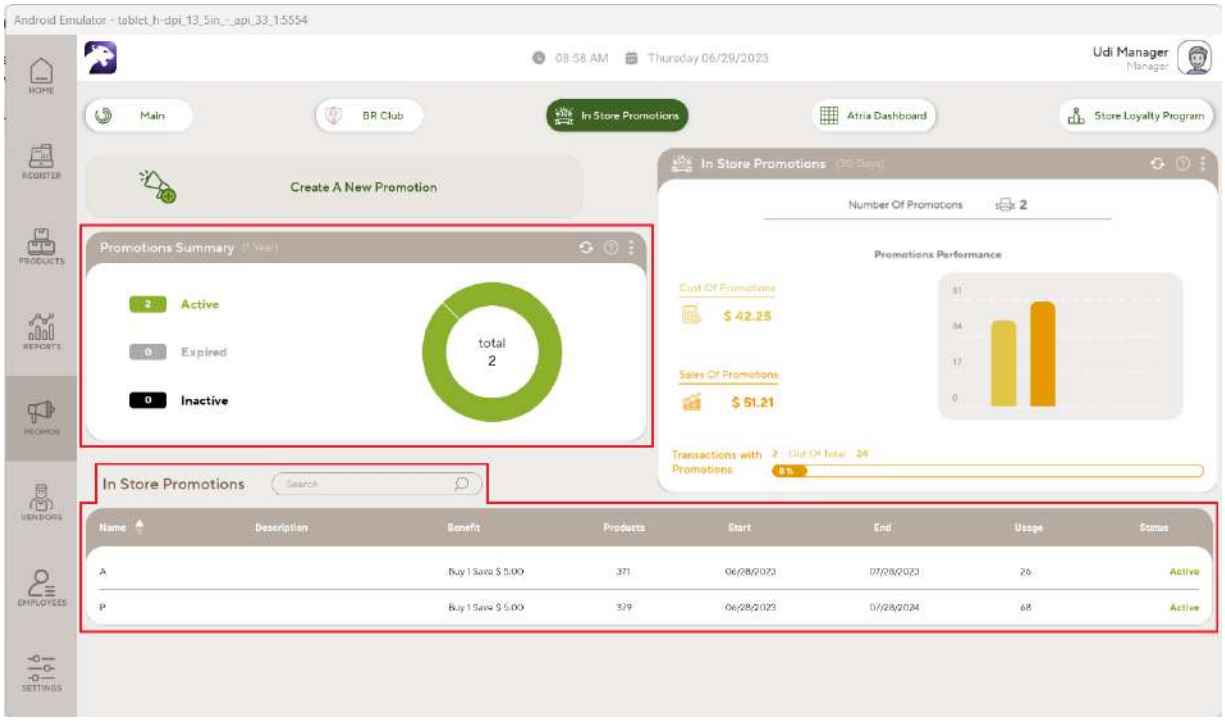
The Top Promotions section shows a graphical summary of top performing promotions from the last 30 days.

Data shown are:

- **Uses**: The number of times the promotion was applied.
- **Products**: The number of products which the promotion is applied to.
- **Rank**: 1,2,3
- **Promotion Type**: In-Store or BR Club.
- **Promotion Summary Description**: E.g. “Buy 1 Save $5.00”

In Store Promotions Screen

The In Store Promotions screen includes a Promotions Summary data tile, and a table listing In Store promotions.



Promotions Summary

The Promotions Summary data tile shows the number of:

- **Active promotions**: Currently active In Store promotions.
- **Expired promotions**: In Store promotions whose end date passed.
- **Inactive promotions**: In Store promotions whose start date is in the future.

In-Store Promotions table

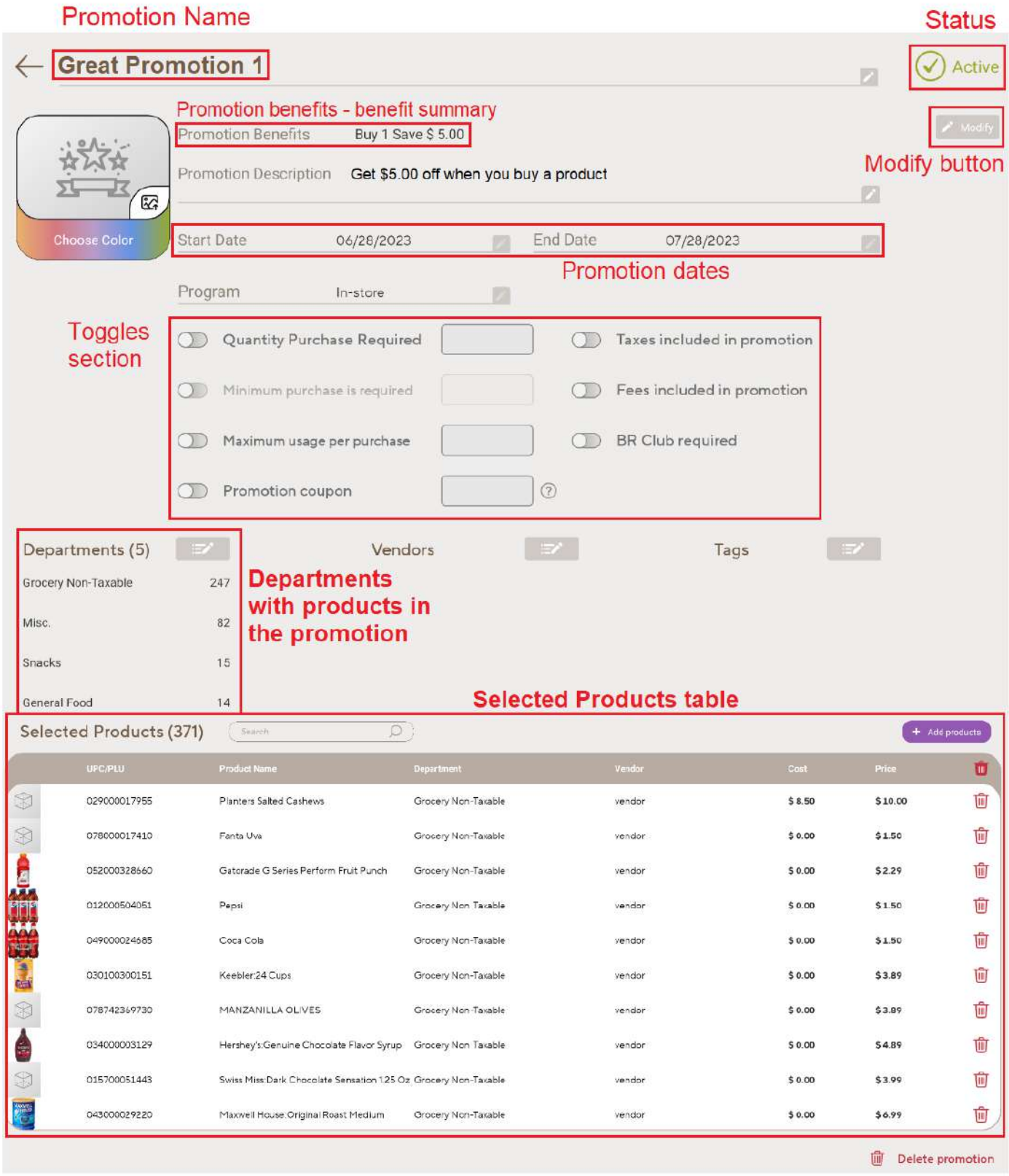
The **In-Store Promotions table** lists all In Store promotions, and has the following fields:

- **Name**: Promotion name
- **Description**: User defined promotion description
- **Benefit**: Textual summary of promotion benefit
- **Products**: Number of products to which the promotion applies.
- **Start**: Promotion start date.
- **End**: Promotion end date.
- **Usage**: Number of bought products to which the promotion was applied.
- **Status**: Active, Inactive (future promotion), or Expired (past promotion).

Tapping on a promotion in the **In Store Promotions table** opens the **Promotion View screen**.

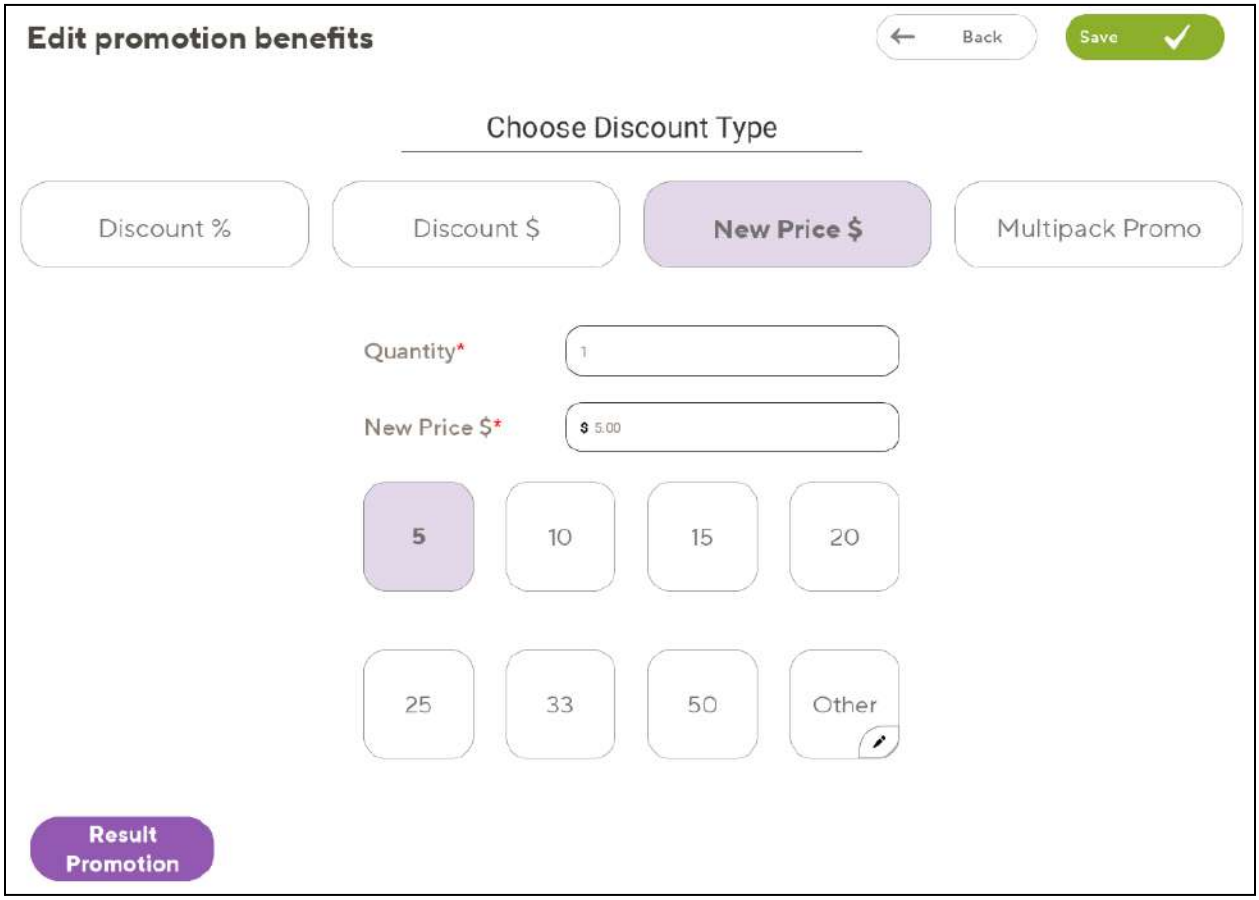
Promotion View Screen

The Promotions View Screen shows details for a promotion and allows the user to edit some of the promotion fields.



Modifying the Promotion Benefits

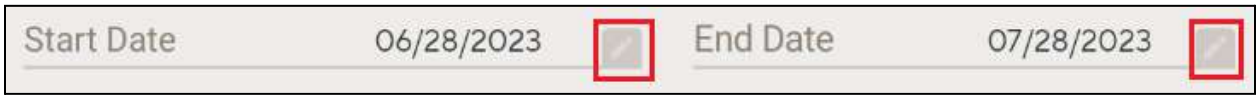
Tapping **Modify** (Modify) opens the **Edit Promotion Benefits** screen.



This screen allows the user to edit the following fields for the promotion:

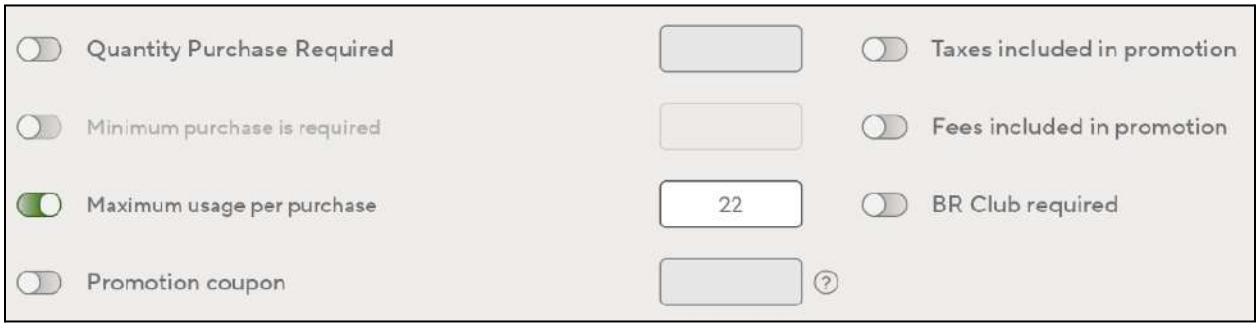
- **Discount type**: This can be set to percentage discount (**Discount %**), a fixed discount (**Discount $**), or a new fixed price (**New Price $**).
- **Quantity**: The quantity of product that must be purchased to be eligible for the discount.
- **Benefit Value**: The caption of this field changes to match the selected promotion type, for example, if the discount type is set to **Discount %**, then the caption for the Benefit Value field also changes to **Discount %**.
  Seven shortcut value buttons are shown below the **Benefit Value** field, tapping these buttons changes the benefit value to the value shown on the shortcut button.
  The **Other** button is not currently supported.
- **Result Promotion** (Result Promotion): Not currently supported.

Promotion Dates



Tapping the pencil icon at the end of the date lines opens a date picker which allows the user to change the promotion start and end dates.

Toggles



Toggle	**Effect (if switched on)**
Quantity Purchase Required	Promotion only applies when the specified quantity is purchased.
Minimum Purchase Required	Currently only supported for Multipack promotions.
Maximum usage per purchase	The number of times the promotion can be used for one basket is limited to the number entered.
Taxes included	Fees are included in the product price.
Fees included	Fees are included in the product price.
BR Club Required	Promotion only applies if the customer has a BR Club Membership.

Departments with Products in the Promotion

The **Departments with Products in the Promotion** section shows the number of products, per department, to which the promotion applies.

Promotion Vendors Summary

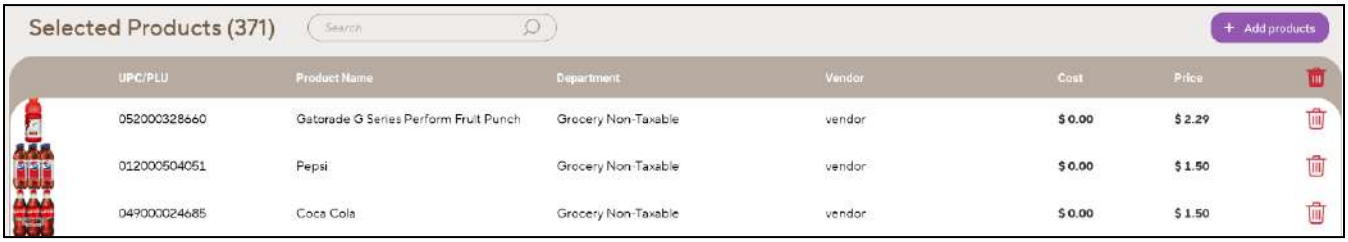
Not currently supported.

Promotion Tags Summary

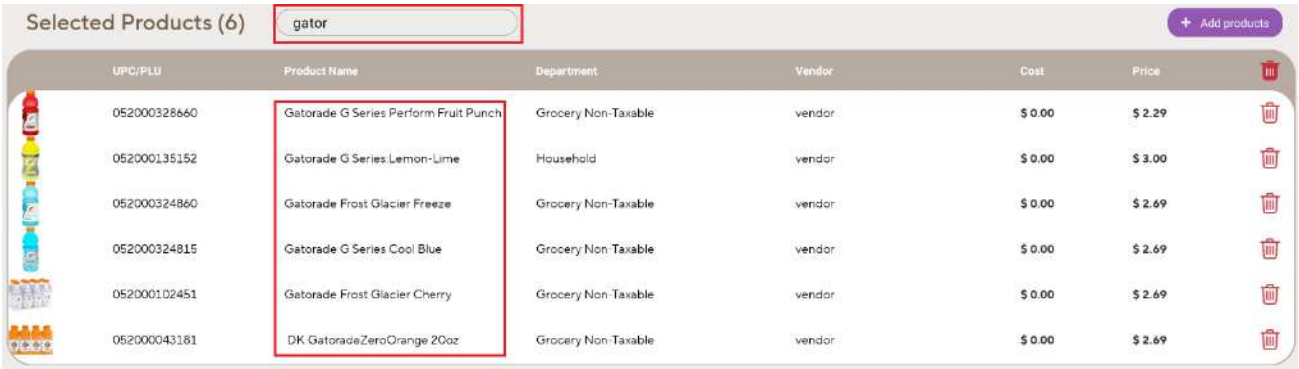
Not currently supported.

Selected Products table

The Selected Products table shows products currently included in the promotion.



A search box above the Selected Products table allows the user to search across any field in the table, for example, searching for “gator” shows all products with the word “gator” in the product name:

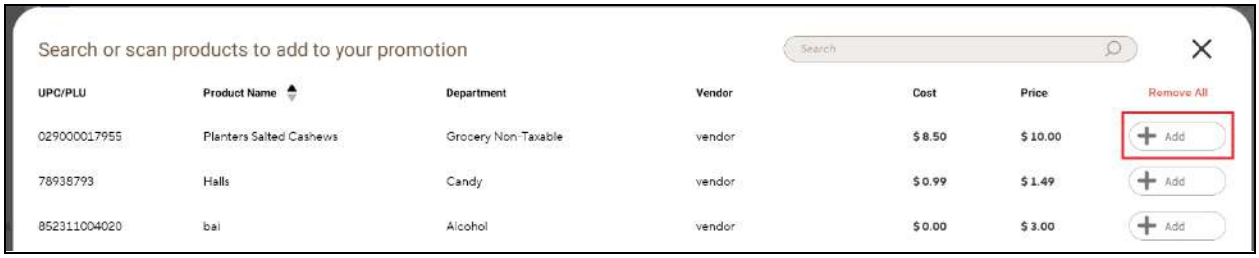


Adding Products to the Promotion

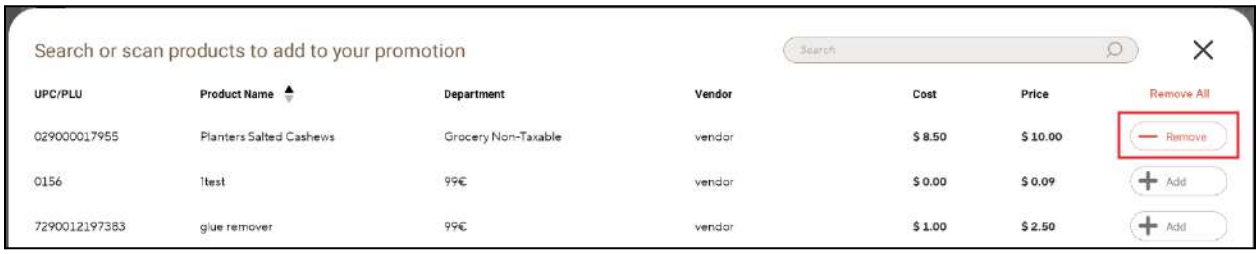
Tapping the "**+ Add Products**" button (+ Add products), opens the **Add Product to Promotion** pop-up screen.This screen contains a table listing all products eligible for the promotion.

Each product is shown on a separate line, with fields: UPC, product name, department, vendor, cost, and price.

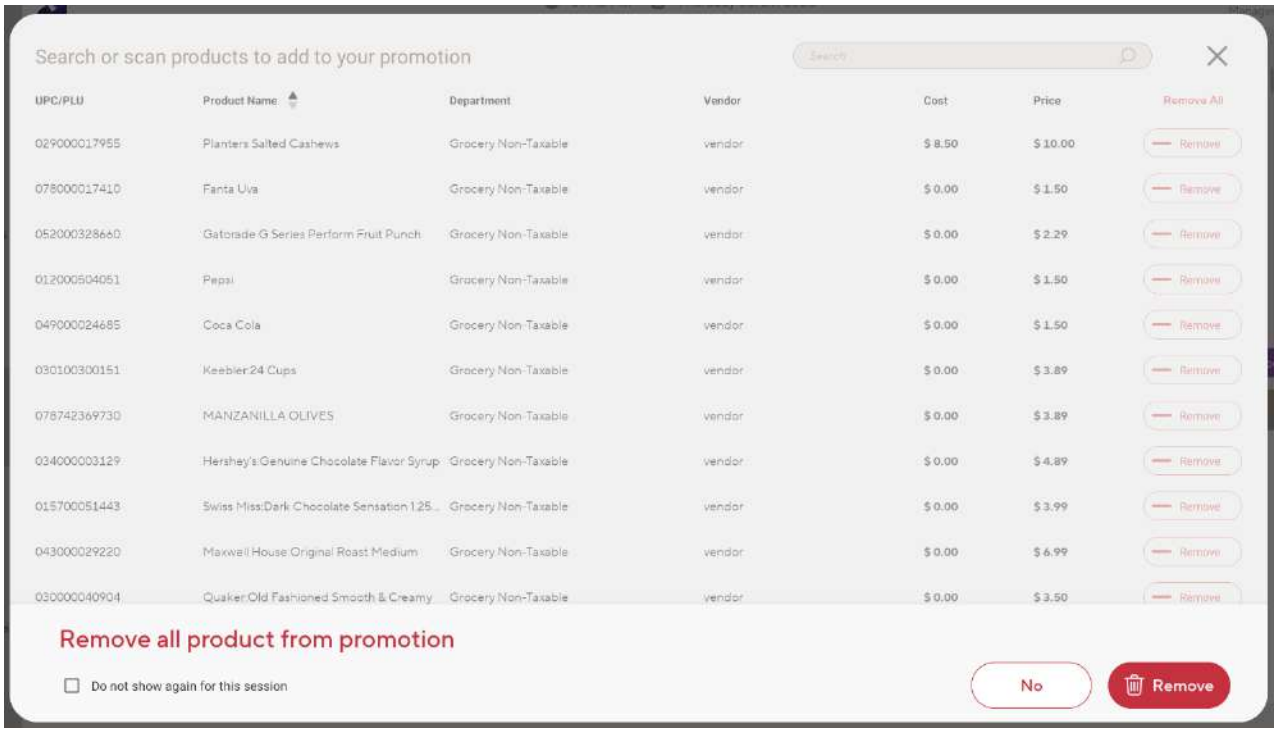
The **Add** button at the end of the line allows users to add the product to the promotion.



After being added to the promotion, this button changes to **Remove**, which allows the user to remove the product from the promotion, if required.

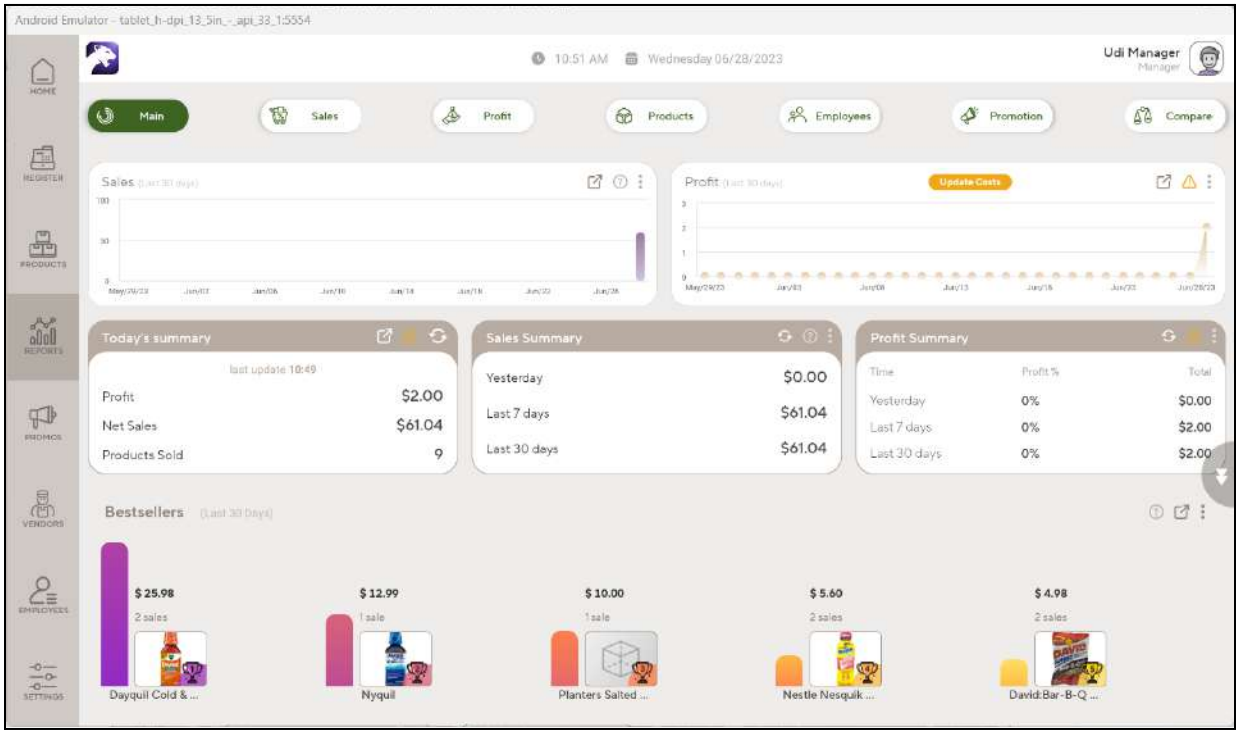


Tapping **Remove All** removes all products from the promotion, after confirmation.



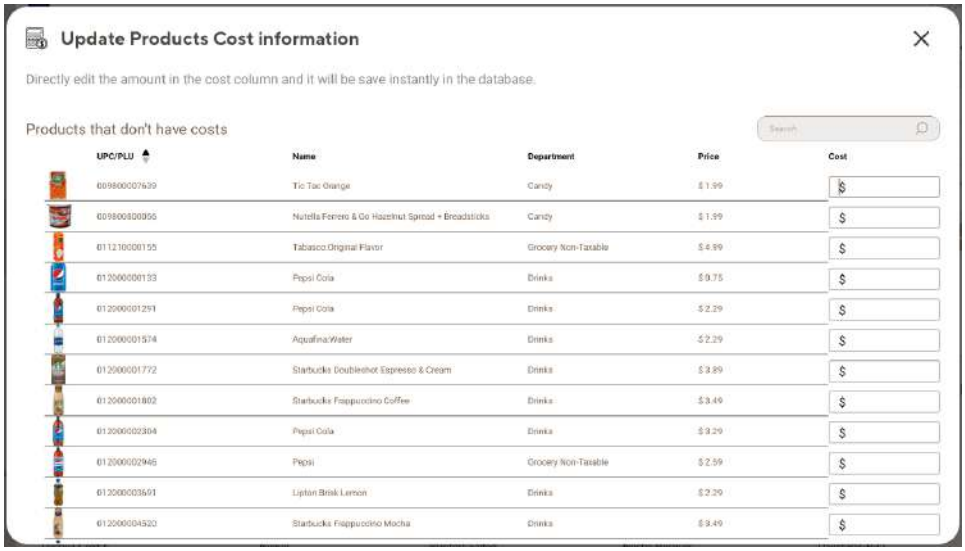
Reports

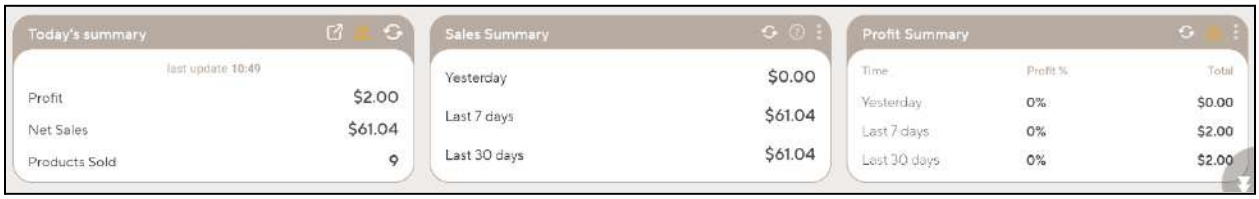
Currently, a main reports screen is available in Panther POS.



The main reports screen displays the following data tiles:

- **Net Sales graph**: Net Sales data for the last 30 days.
- **Profit**: Profit data for the last 30 days.
- **Update Costs**: The Update Cost popup allows the user to add cost directly to products that currently do not have a cost recorded. (Products are searchable, and the screen allows for sorting.)





- **Today's Summary**: Main data points for today.
    - The refresh button refreshes the data in the card.
    - Tapping on the expand button ( ) opens the End of Day report.

- **Sales Summary**: Sales values for three shown time periods.

- **Profit Summary**: Profit data. Margin and amount for 3 time periods

- **Bestsellers**: Top five most sold products for the past 30 days.Products are ranked by sales amount in dollars. Product name, number of sales, and total sales (in dollars) are displayed for each product.

Sales Data

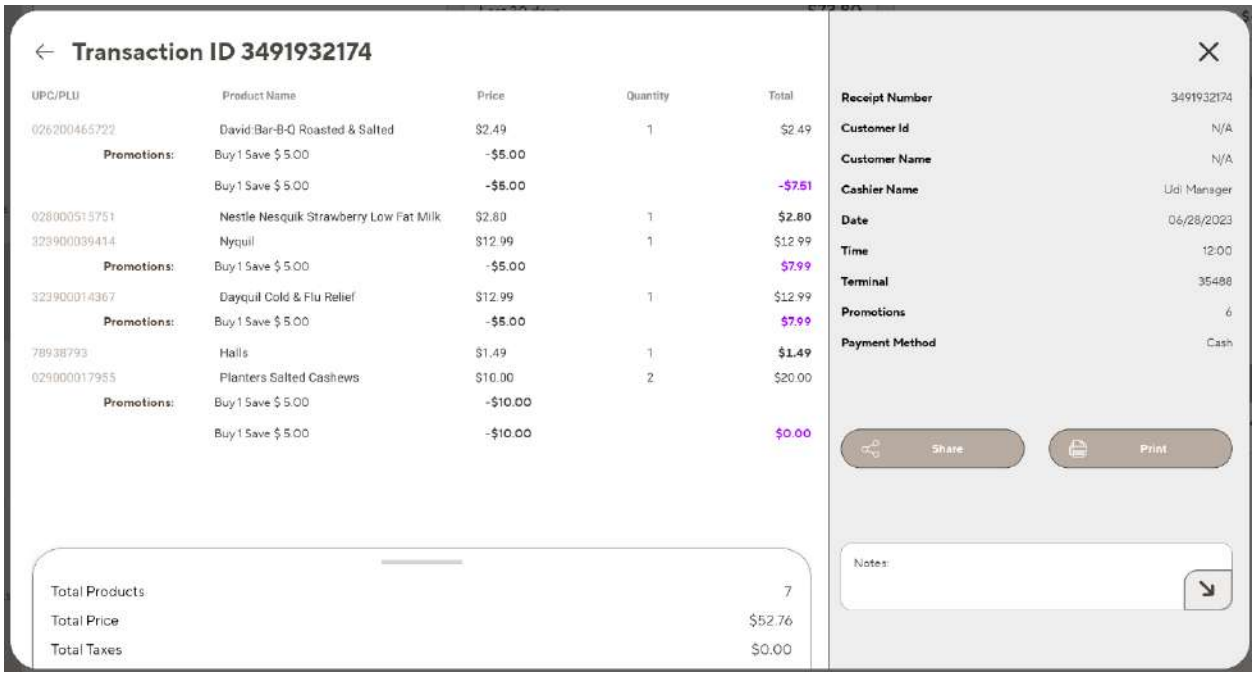
By default the **Transactions table** shows the last 30 days of sales (only shows data for the local terminal).

- The **Transactions table** is searchable and allows data sorting.
- By default, the Transactions Table shows sales for the last 30 days. The user can change the date range using the date picker control.

Sales per Date

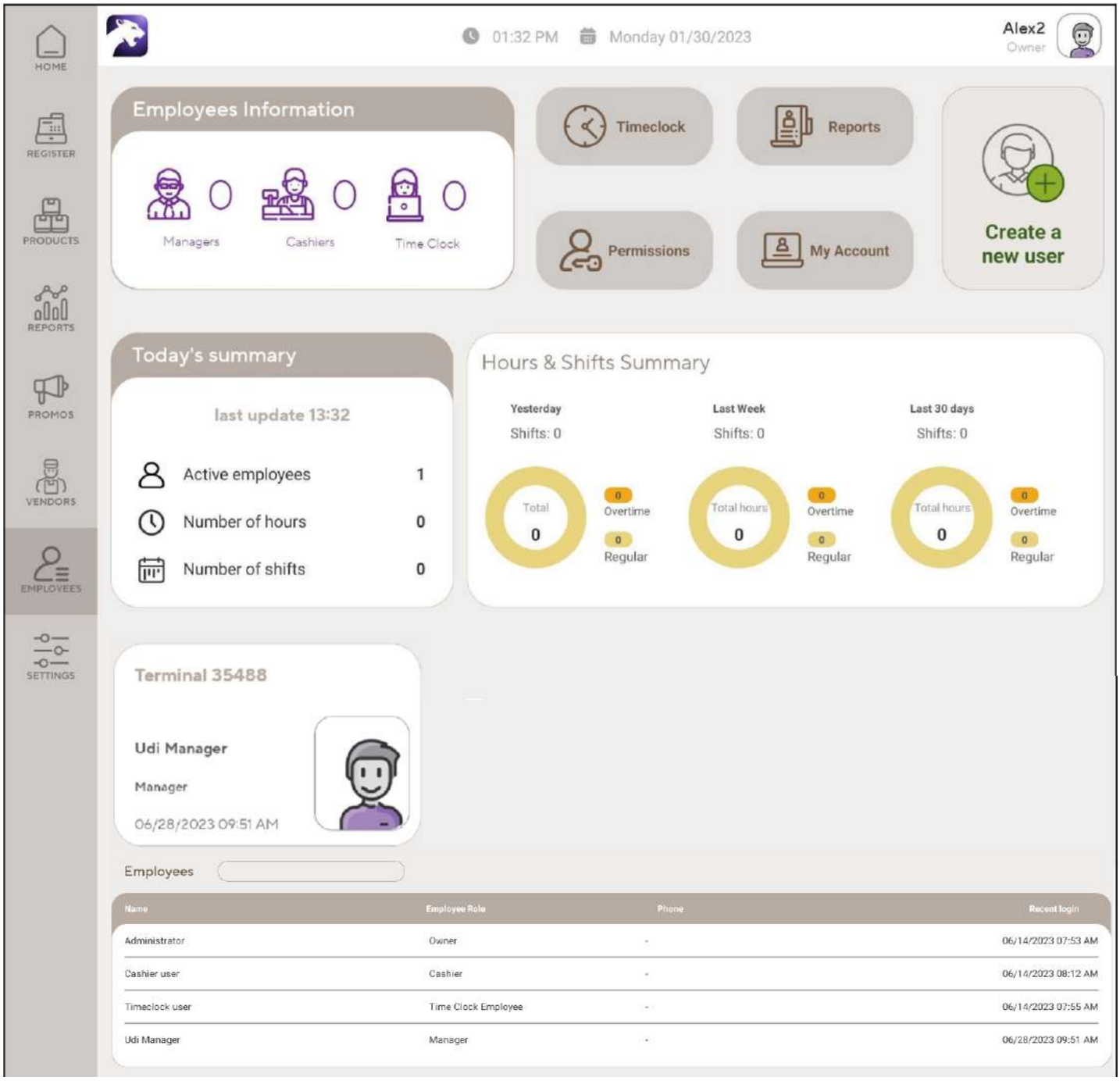
Tapping on a line in the Transactions table shows all sales made that day.

After drilling down into a specific day in the Transactions table, the user can tap on a specific sale to see its details.


Transaction ID 3491932174
UPC/PLU
Product Name
Price
Quantity
Total
026200465722
David Bar-B-Q Roasted & Salted
$2.49
1
$2.49
Promotions:
Buy 1 Save $ 5.00
-$5.00
Buy 1 Save $ 5.00
-$5.00
-$7.51
028000515751
Nestle Nesquik Strawberry Low Fat Milk
$2.80
1
$2.80
323900039414
Nyquil
$12.99
1
$12.99
Promotions:
Buy 1 Save $ 5.00
-$5.00
$7.99
323900014367
Dayquil Cold & Flu Relief
$12.99
1
$12.99
Promotions:
Buy 1 Save $ 5.00
-$5.00
$7.99
78938793
Halls
$1.49
1
$1.49
029000017955
Planters Salted Cashews
$10.00
2
$20.00
Promotions:
Buy 1 Save $ 5.00
-$10.00
Buy 1 Save $ 5.00
-$10.00
$0.00
Total Products
7
Total Price
$52.76
Total Taxes
$0.00
Receipt Number
3491932174
Customer Id
N/A
Customer Name
N/A
Cashier Name
Udi Manager
Date
06/28/2023
Time
12:00
Terminal
35488
Promotions
6
Payment Method
Cash
Share
Print
Notes:

Employees

The main employees screen shows basic employee information.



- **Employees Information**: Number of employees, per role.
- **Today's Summary**: Shows the following data for today:
  - **Number of Active Users**
  - **Number of Hours**: Total hours worked today (not currently supported).
  - **Number of Shifts**: Total shifts worked today (not currently supported).

- **Terminal data**: The user logged onto the current terminal, and the time they logged on.
- **Employees table**: Shows a list of all employees configured for this store, each line has fields: employee name, employee role, phone number, time and date of most recent login.

  Note: Search and data sorting is available for the **Employees table**.

Creating a New Employee

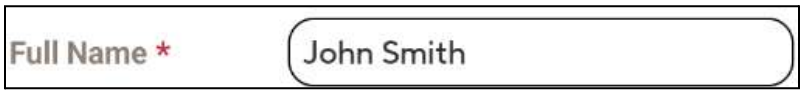
To create a new employee:

1. Tap **Create New Employee**,

.

2. Select Form (the Create New Employee wizard is not currently functional).

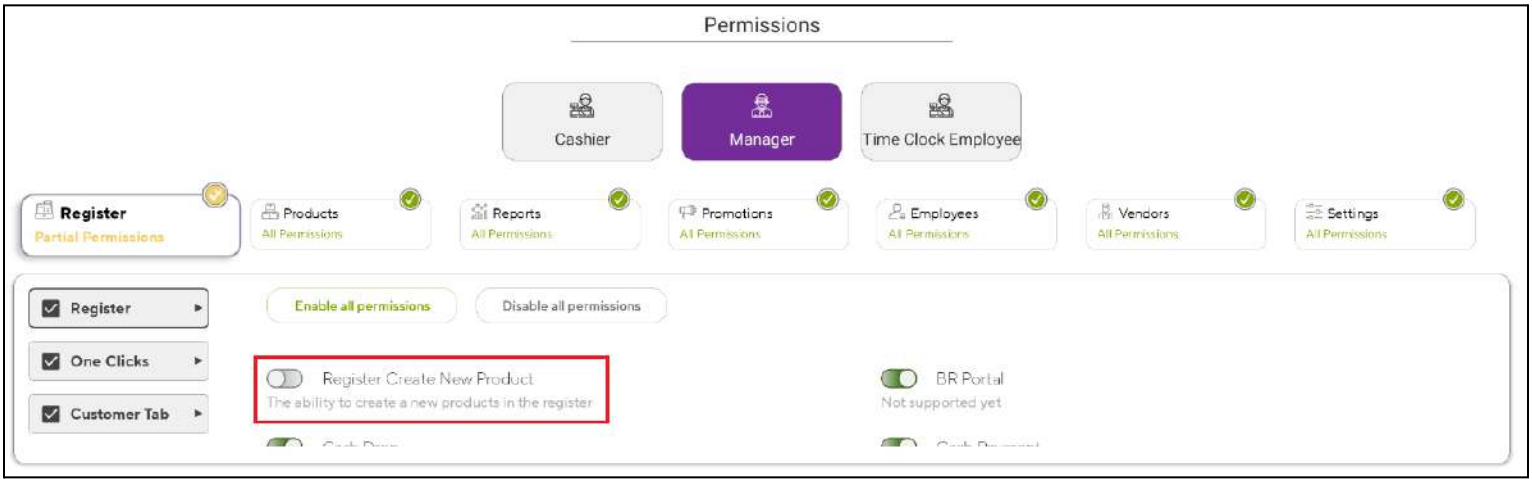
3. Enter the user's name.



4. Select the user's role.

5. If you want to adjust the default role permissions for this employee, then, after you have selected the required role, adjust the permissions using the permissions details grid.

   For example, if you want to assign all Manager-role permissions to an employee, but you don't want the employee to be able to create new products from the register; first select the Manager role, then uncheck the Register Create New Product permission.



6. Enter the PIN code for the user, then tap the arrow (→).

7. Re-enter the PIN code to confirm it, then tap the arrow (→).

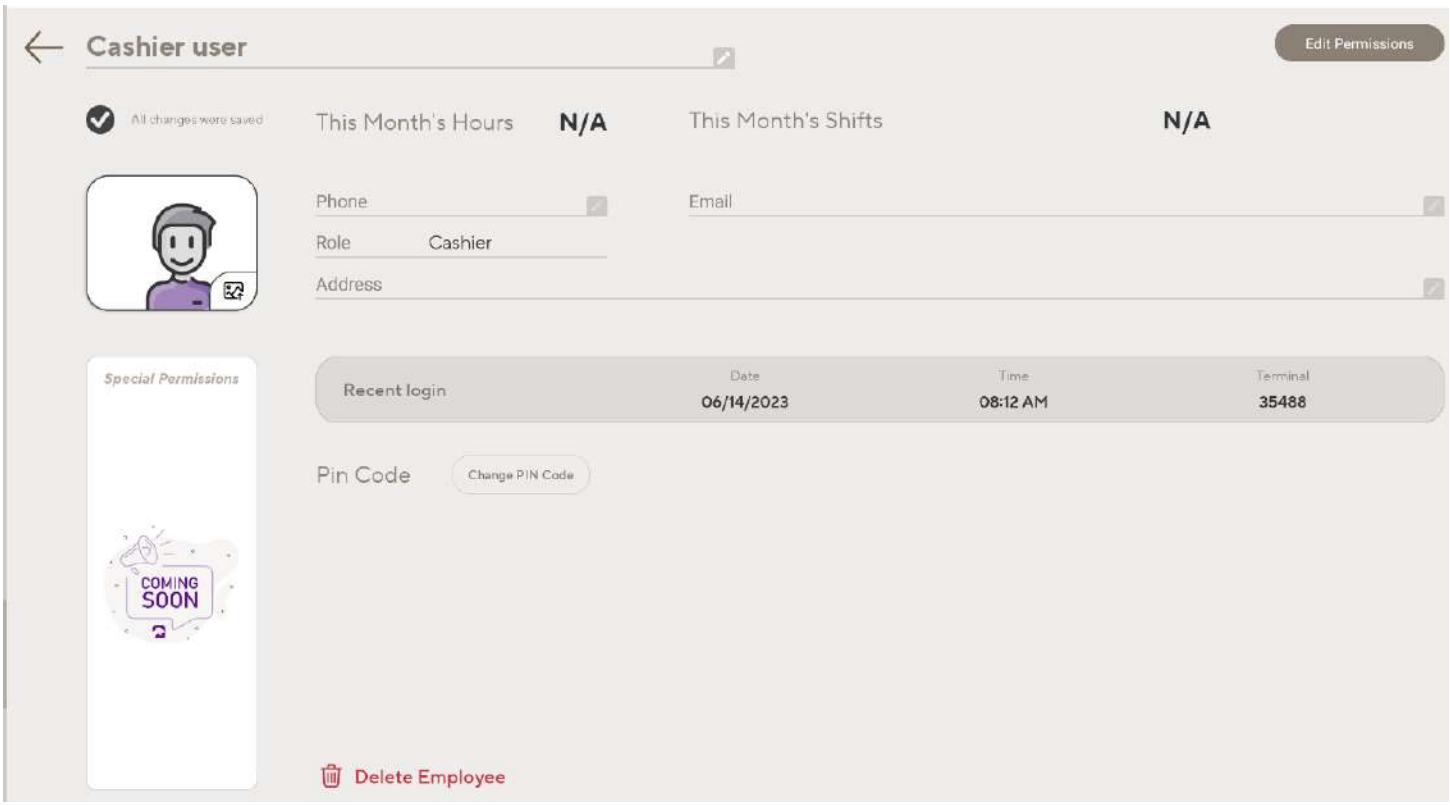
8. You will see a message, Pin code is set .

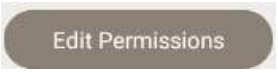
9. Tap Create (Create ✓).

Setting Employee Permissions

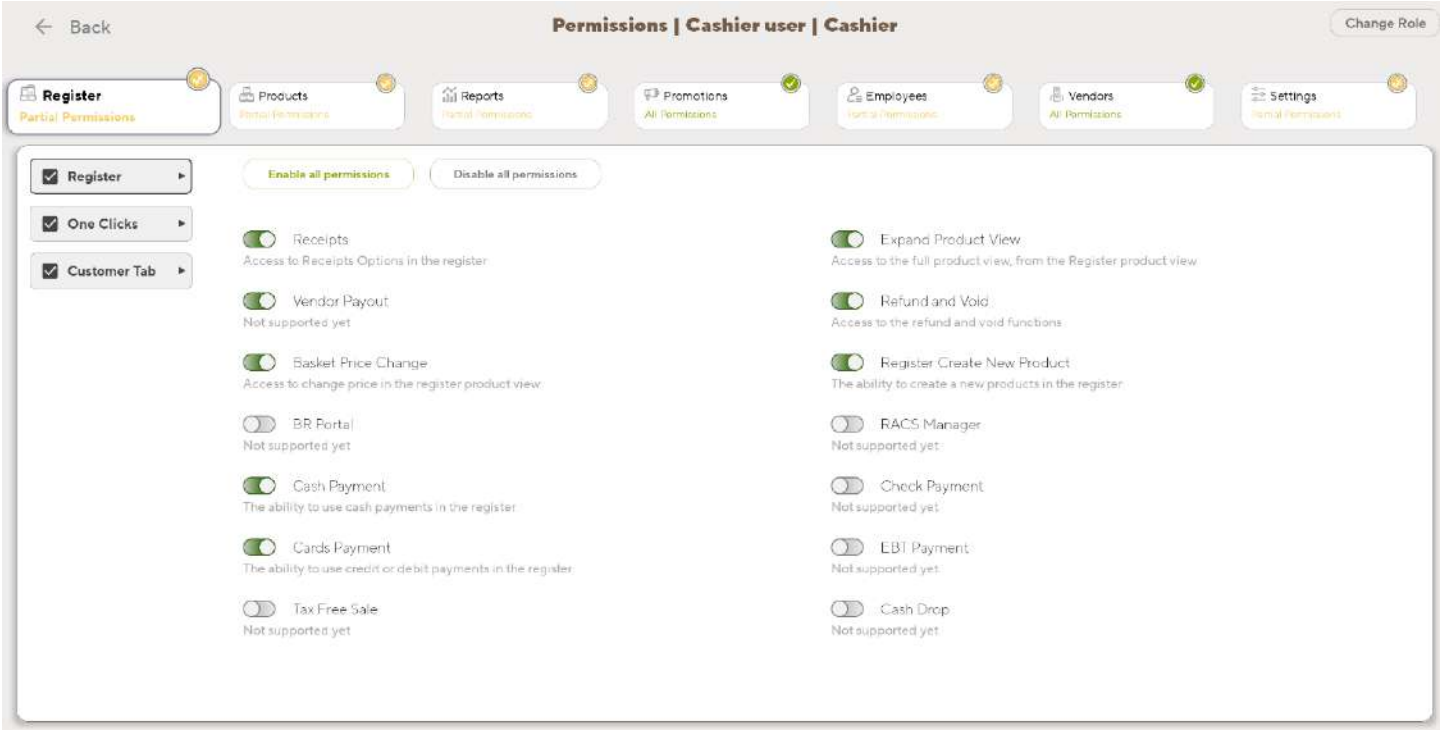
To set the permissions for an employee, tap on the employee record in the Employees table.

This opens the Employee Details screen.



Tap the **Edit Permissions** button (

), this opens the **Permissions Details** screen.



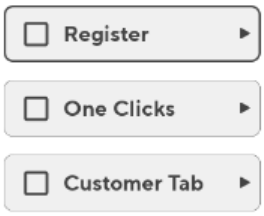
The following categories are displayed across the top of the Permissions Details screen.

- **Register**: Controls access to register screen options.
- **Products**: Controls access to products screen options.
- **Reports**: Controls access to reports, in the register screen and in the reports screen.
- **Promotions**: Controls access to add, edit and delete promotions.
- **Employees**: Controls access to edit, delete and change the password for employees.
- **Vendors**: Not currently supported.
- **Settings**: Not currently supported.

Setting Permissions

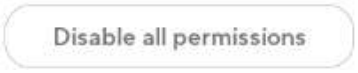
To configure permissions, perform the following steps:

1. Select the category for which you want to set permissions, from the category buttons along the top of the **Permissions Details** screen.
2. If this permissions category has sub-categories, you will see buttons for each sub-category on the left hand side of the screen. For example, the Register permissions category has three permissions sub-categories.



In this scenario, tap the permissions sub-category for which you want to set permissions.

3. Setting permissions:
    a. To set individual permissions, tap the toggle switch for the required permission. If the permission is currently switched off, this will switch the permission on, and vice-versa.
    b. To allow all permissions for this category, tap **Enable all Permissions** (

).
    c. To remove all permissions for this category, tap **Disable all Permissions** (

).
    d. To remove all permissions for a sub-category, uncheck the permissions sub-category check box (

).

Changing the Role for an Employee

Instead of changing discrete permissions for an employee, it is possible to assign a different role to an employee, which grants the employee all permissions assigned to that role.

To change the role for an employee:

1. Tap on **Change Role** (

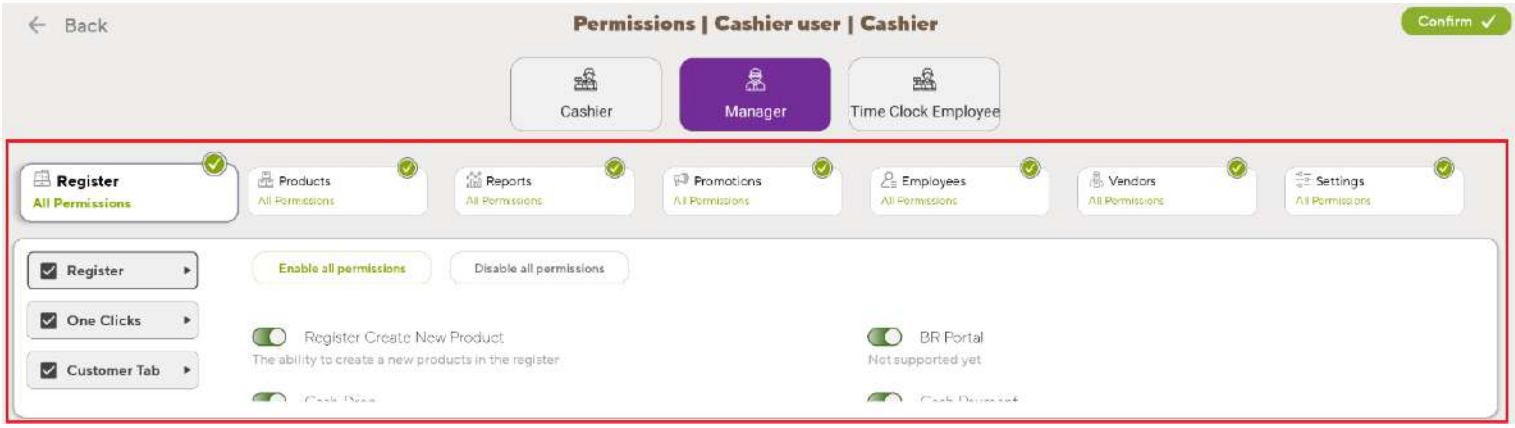
) in the **Permissions Details** screen.

2. Select the role to assign to the employee.

3. If you want the default permissions for that role to apply to the employee, then simply tap **Confirm** (

).

4. If you want to adjust the default role permissions for this employee, then, after you have selected the required role, adjust the permissions shown below the role buttons.



For example, if you want to assign all Manager-role permissions to an employee, but you don't want the employee to be able to create new products from the register; first select the **Manager role**, then uncheck the **Register Create New Product** permission.

After you have finished adjusting the permissions as required, tap **Confirm** ( ).

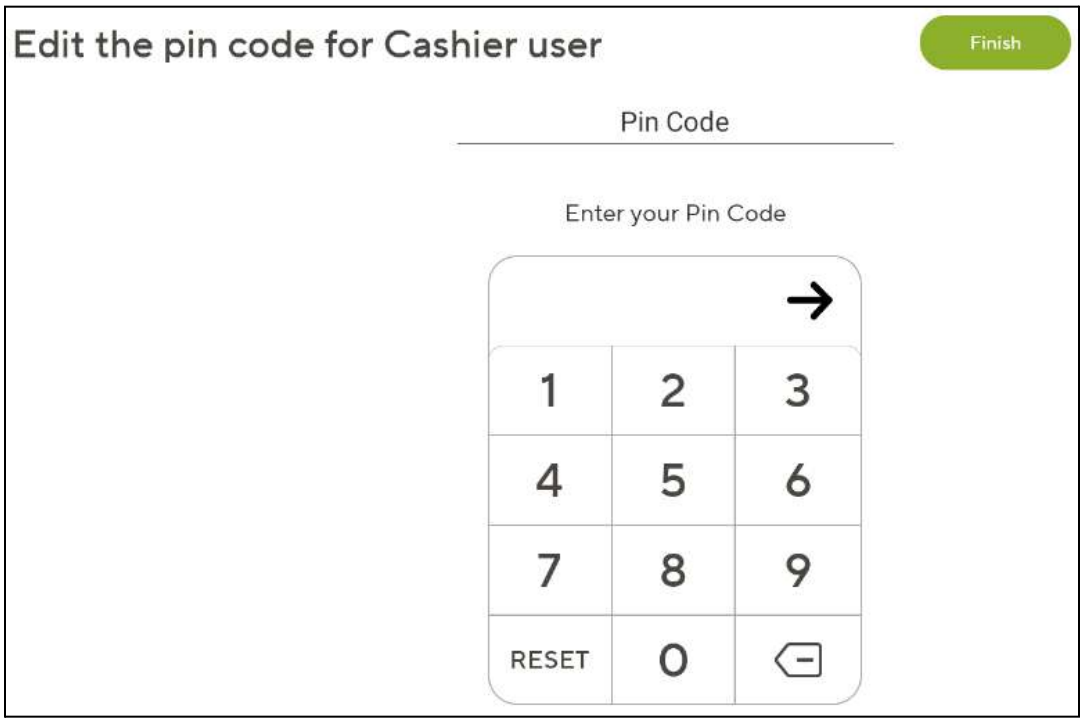
Creating a Role

Creating new roles (from the Permissions screen) is not currently supported.

Resetting an Employee PIN

To reset an employee PIN, tap the Change PIN Code button (Change PIN Code) in the Employee Details screen.

This opens the **Edit PIN Code** screen:

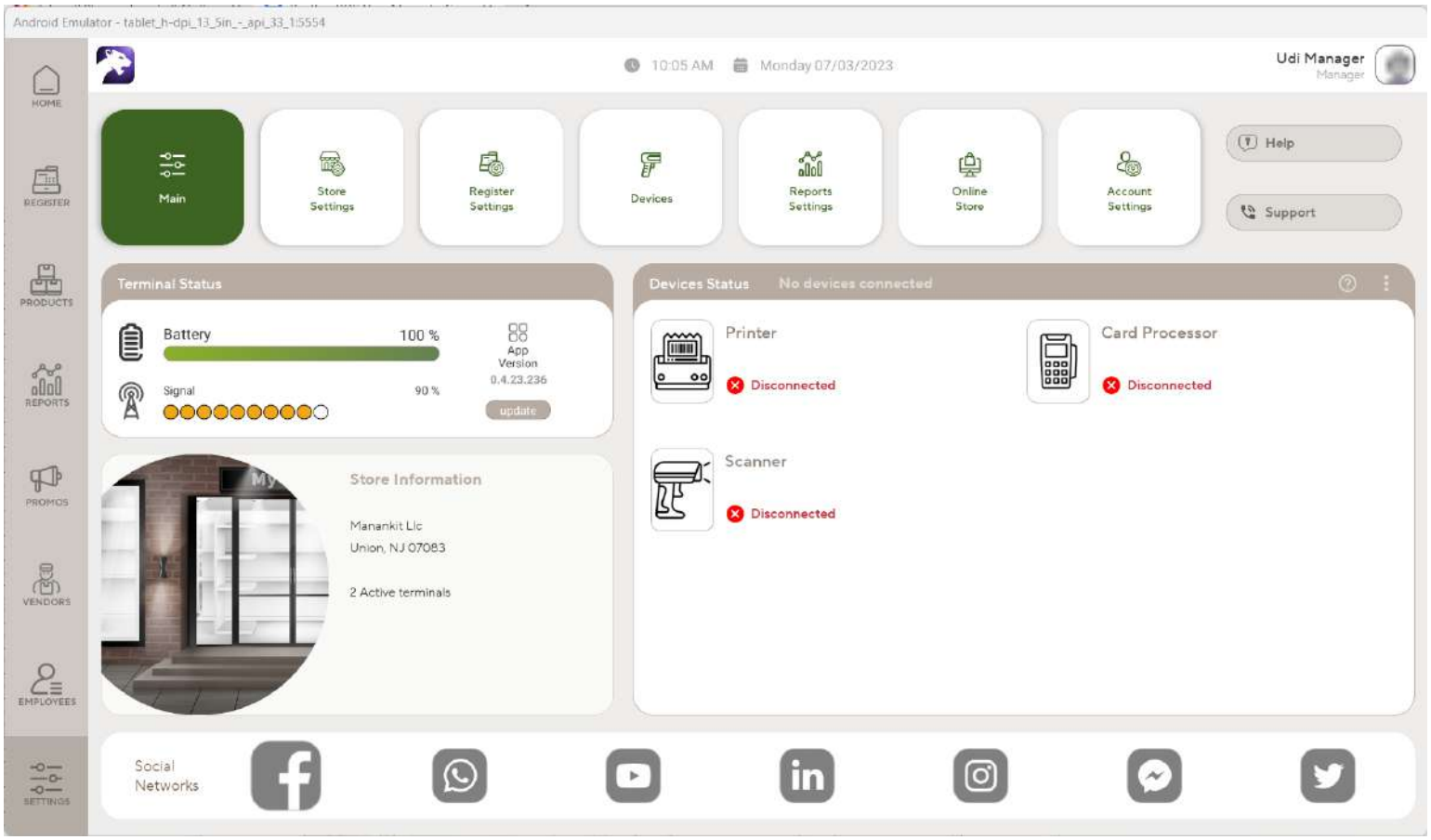


To change the user's PIN:

1. Enter the current PIN for the user, then click the arrow (→).
2. Enter the new PIN code, then click the arrow (→).
3. Enter the new PIN code again, then click the arrow (→).
4. You will see the following message, Pin code is set .
5. Click **Finish** (Finish).

Settings

Only the main settings screen is currently supported, this screen shows basic settings information, currently it has no additional functionality beyond this. Subsequently, the merchant currently has to update store settings in the Merchant Portal.



Terminal Status

The Terminal Status section shows:

- **Battery charge status**
- **Network status and signal strength**
- **Application version**
- **Update button**: Not currently supported

Store Information

The Store Information section shows:

- **Store name**
- **Store address**

Devices status

Always shows the three device types currently supported: printer, card processor and scanner.

Devices connected to the tablet show status connected.

Appendix A - Connecting to the PAX S300/A35

To connect a PAX device to the Android tablet, perform the following steps:

1. Connect the PAX device to the electricity supply, and to the Internet, via your local area network (LAN).

2. Connect the Android tablet to the same local area network (LAN) as the PAX device is connected to, either by wifi or by ethernet.

3. Open Panther POS.

4. Open the Connect PAX Device popup window using either of the two methods:
   a. Go to **Settings → Card Processor icon**.

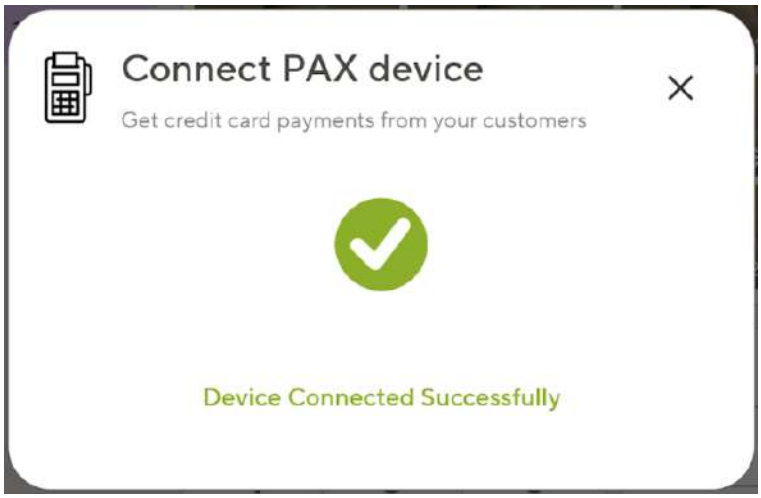
   b. Go to **Register → Devices → Add PAX Device**.

5. Enter the IP address and the port number of your PAX device; the default PAX port is 20001.

Note: See the following sections for instructions on finding the PAX devices IP address.

6. Tap connect. Panther POS will display a connecting message.

7. You should then see the following success message.



Note: If the device is unplugged, the IP address and the Port Number are saved and there is no need to type them again. If the numbers are not saved, recheck them in the PAX device menu.

Finding the IP Address of a PAX A35

To find the IP address of a PAX A35, perform the following steps:

1. Turn on the PAX A35 device and navigate to the home screen.
2. Locate and open the **Settings** or **Setup** menu on the device; a password may be required here.
3. Look for the **Network** or **Wi-Fi** section within the settings.
4. In the network settings, you should find the device's IP address listed. It may be displayed as either **IP Address** or **Wi-Fi Address**.
5. Take note of the IP address displayed on the device.

PAX S300 Instructional Videos

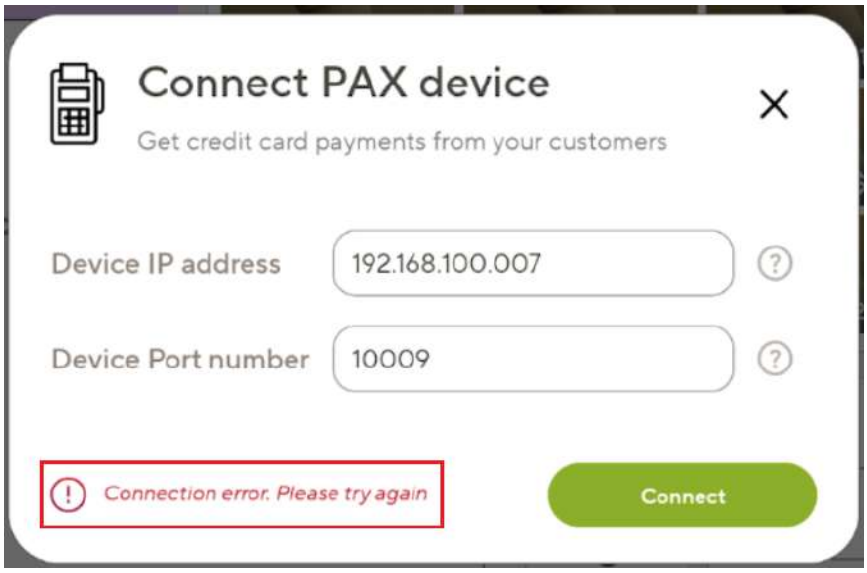
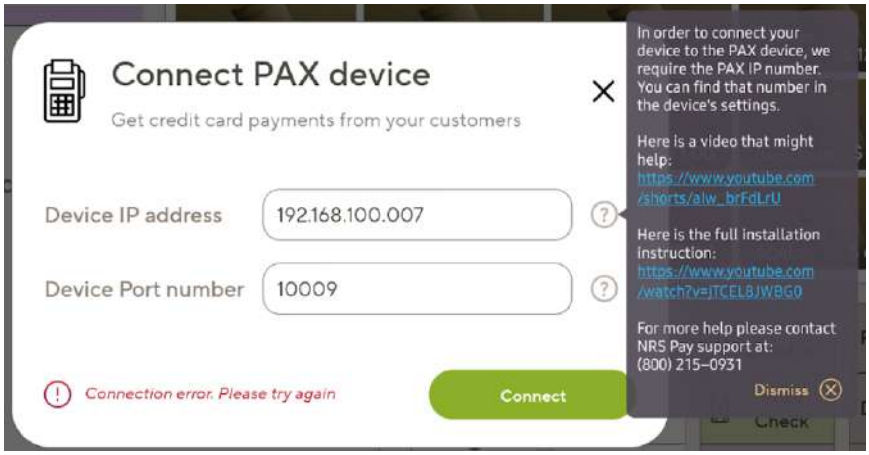
Connecting the PAX S300 to Panther POS: https://www.youtube.com/watch?v=jTCEL8JWBG0

Finding the PAX S300 IP address: https://www.youtube.com/shorts/aIw_brFdLrU

Finding the PAX S300 port number: https://www.youtube.com/shorts/aIw_brFdLrU

Installation Errors

If connecting to the PAX fails, an error message will be displayed as follows.



Tap the “?” button to show connection tips.