



FEBRUARY 2021 POS RELEASE

In this release we have added 2 new features. The ability to set custom colors for **One-Click Items and Department buttons** and **Carton/Case relationship of items**. Our announcement of bundles of features has an effect on the POS regarding how many cashiers you are allowed to have on our Basic Plan.

Setting up Colors for your Departments and One-Click Items

The ability to customize your Register buttons with color in your Point of Sale, is now available for departments and one click items. The color scheme configurations can be made from both the POS and Merchant Portal.

Setting up Colors for Department Buttons

In the Pricebook select **department**. When adding or editing departments set the **Use Custom Color to Yes** and you will have choices for button and border colors. Click OK to save your selection and the register screen will show the departments in color.

Add Department

Department name:

Use custom colors: Yes

Choose button color:

Choose border color:

Dept type Product Don't show on register No

Show on App. No Name on App.

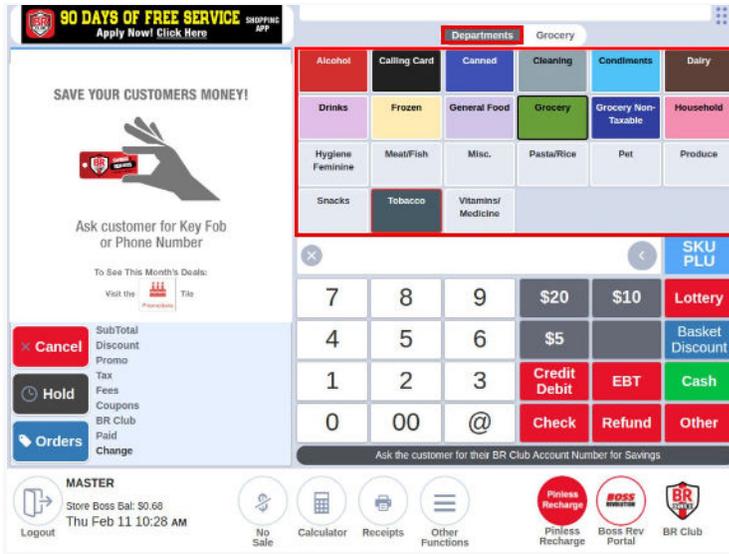
EBT eligible No

(Please Enter age if this department needs age verification else leave blank)

Minimum Age: yrs

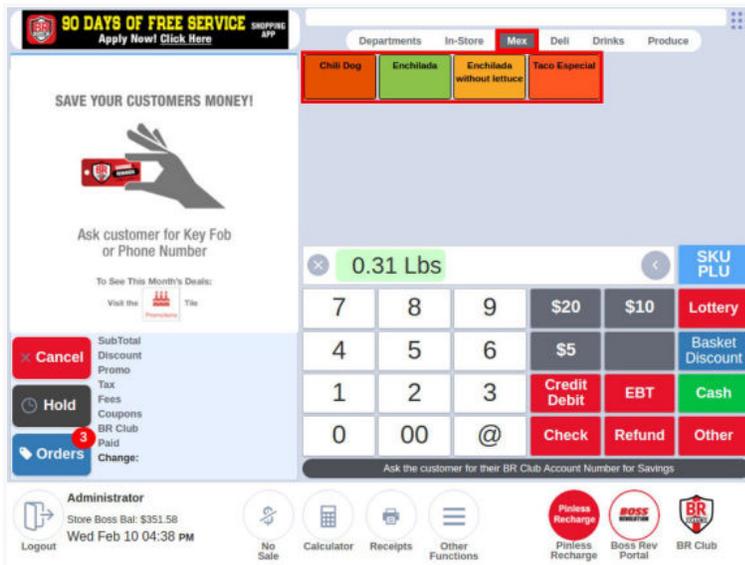
CancelOK

After you save your selections for the department settings, you will see the colors appear on the **Department Buttons**.



Adding Color Schemes to One-Click Buttons

When you create a new One-Click item or edit an existing one, the same *Custom Color* toggle is available to customize One-Click buttons. Once your selection has been saved, the register will show the colors you have assigned to your One-Click Items.



Carton and Cases

A new feature that allows you to combine items tracked on inventory into one aggregated unit total. This can now be done by associating the unit UPC item to the Carton UPC item in your pricebook.

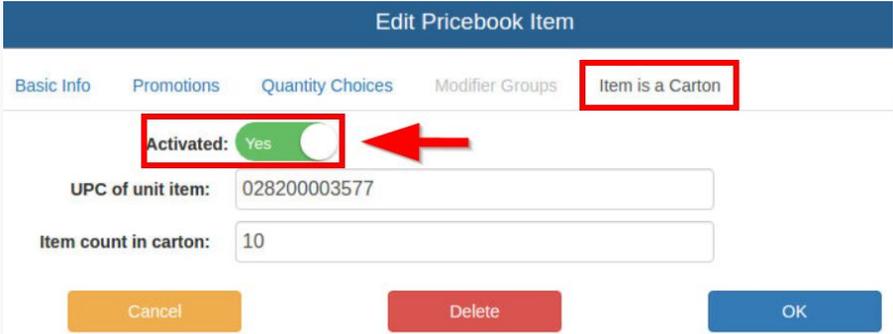
Assuming that you already have the inventory tracking for the original unit item, all you have to do is create a new UPC item for the carton in your pricebook (this can be done both in the POS and the Merchant Portal) and associate the carton item to the original item as follows:

The screenshot shows the 'Edit Pricebook Item' form for a unit item. The 'Item is a Carton' tab is selected. The UPC is 028200003577. The item description is 'Marlboro Red Filter Single Pack' and the size is 'Regular'. The department is 'Tobacco'. The variable price is set to 'No'. The price is 1 item for \$10.00, and the cost is 1 item for \$7.50. The EBT Eligible options are 'Yes', 'No', and 'Dept'. The 'Sold by weight' is set to 'No'. The 'Price includes taxes (if applicable)' and 'Price includes fees (if applicable)' are both set to 'No'. The 'Fee multiplier (if applicable)' is 1. The inventory is 'In Stock: 1000'. There are buttons for 'Change', 'Receive', 'Cancel', 'Delete', and 'OK'.

Create a new Carton UPC Pricebook item that will be used as the **carton**. Click on the **Item is a Carton** tab - this item will **not** be tracked in the Inventory, while the unit item above is tracked.

The screenshot shows the 'Edit Pricebook Item' form for a carton item. The 'Item is a Carton' tab is selected. The UPC is 028200100122. The item description is 'Marlboro Red King Box Carton' and the size is '1.00 CTN'. The department is 'Tobacco'. The variable price is set to 'No'. The price is 1 item for \$100.00, and the cost is 1 item for \$80.00. The EBT Eligible options are 'Yes', 'No', and 'Dept'. The 'Sold by weight' is set to 'No'. The 'Price includes taxes (if applicable)' and 'Price includes fees (if applicable)' are both set to 'No'. The 'Fee multiplier (if applicable)' is 1. There are buttons for 'Cancel', 'Delete', and 'OK'.

Once you are in the **Item is a carton** Tab. Click the **Activated** toggle to **Yes**



Edit Pricebook Item

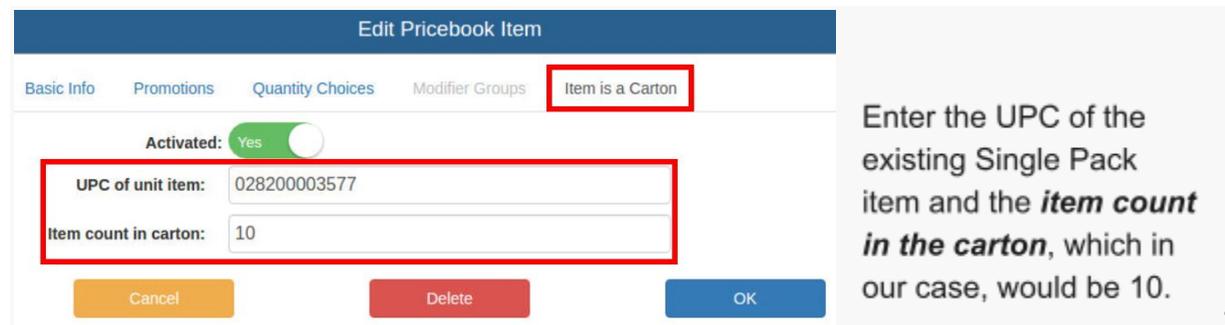
Basic Info Promotions Quantity Choices Modifier Groups **Item is a Carton**

Activated: Yes 

UPC of unit item: 028200003577

Item count in carton: 10

Cancel Delete OK



Edit Pricebook Item

Basic Info Promotions Quantity Choices Modifier Groups **Item is a Carton**

Activated: Yes 

UPC of unit item: 028200003577

Item count in carton: 10

Cancel Delete OK

Enter the UPC of the existing Single Pack item and the **item count in the carton**, which in our case, would be 10.

Press OK to save your new carton pricebook item and association.

Selling Inventory

You still sell single items or carton items by scanning them at the register. However, now that the association between the carton and the individual item has been set up, the total item inventory (of packs) will decrease accordingly - either single (1) or carton (10) automatically.

Receiving Inventory

When receiving the carton item the unit item will be updated by the number of items in the carton. You just specify the number of cartons received.

Note: In most cases cigarette cartons contain 10 packs of cigarettes. 1 case/carton=10; 2 cartons/cases=20; 5 cartons/cases=50

Item Desc: Size:

Department:

Variable Price: No
 (Price will be set at checkout time)

Price: item for
 Cost: item for

EBT Eligible: Yes No Dept

Sold by weight: No

Price includes taxes (if applicable): No

Price includes fees (if applicable): No

Fee multiplier (if applicable):

Inventory:

Once in the Inventory Tile. Hit the **Receive Shipments** button at the bottom of the screen. Next scan the UPC of the Carton item and the receive quantity screen will show on screen. For a clear understanding of receiving we are going to enter 10 cases to receive on the carton item

Received Quantity

Marlboro Red Filter Single Pack

Carton of 10

Total Units Received: 100

Enter # Cases X Units/case

Hit **Save** to update your changes. Verify your total units is expressed correctly and Enter total cost if applicable for you. Note: The price you enter here will override the existing single price for your item (if you are using cost/profit) as the system considers this an update to item cost.

Marlboro Red Filter Single Pack

Total Units Received: 100

Enter Total Cost (optional):

Unit Cost:

CANCEL

BACK

SAVE

Basic Info Promotions Quantity Choices Modifier Groups Item is a Carton

UPC: 028200003577

Item Desc: Size:

Department:

Variable Price: No
(Price will be set at checkout time)

Price: item for
Cost: item for

EBT Eligible: Yes No

Sold by weight: No

Price includes taxes (if applicable): No

Price includes fees (if applicable): No

Fee multiplier (if applicable):

Inventory:

Navigate to the pricebook and look up the single pack and notice your inventory for the single pack has increased by the corresponding units according to your association on the carton UPC items.

3 User Limitation

There is a 3 User limitation on our Basic Software plan. **If you have also subscribed to Time Clock Management Feature, please note that Time Clock Users do not count as POS users.** If more than the 3 POS user limit is required, you can upgrade to our Pro or Advanced Plans which provide unlimited users.

Note: If you are on the basic plan and have more than 3 users on your account, you will not be able to create new ones until you reach 2 users by deleting the existing ones. Messaging will notify you of user limitation and invite you to upgrade to our Pro plan.

 Save Failed ✕

You do not have an Unlimited Users license for this action

Close

Pro Feature!



Your software plan has a 3 user limit.

Manage your features in order to upgrade plans and get **Unlimited** users.

OK