

# Changing pay types on Closed RO's (Cash Sales)

Required:

- a. Era Logins
- b. PC with internet
- c. Invoice number/s that are required to be changed

1. Navigate to 2532

08  Brisbane JLR Service		Parts System Master Main Menu		2000
<div>Version : eraPower V3.9 Date : Nov 28, 2023 Tuesday Store : STORE08 User : AWHITE Port/Wkstn : 181 / 792</div>		<b>1 Parts Inventory Menu</b>		<b>2001</b>
<div>Log Off [88]</div> <div>Menu Help [HELP]</div> <div>Applications [77]</div>				
Selection: 2532				
Help: Select a menu option, or enter your desired action				[/=Options]

2. Enter through the invoice date, Type in the invoice number

28 NOV 2023 P181	Cash Acknowledgement	STORE08 2532
Receipt Date 28/11/23		
Inv#	Pay-Method	Ok (Y/N)
-----	-----	-----
100076L		

3. Select the correct payment type, most common is credit card (Eftpos)

Receipt Date 28/11/23

Inv#	Pay-Method	Ok (Y/N)
-----	-----	-----
100076L		
Inv Total: 83.95		
Cust Name: Cash Sales - Retail		

### Pay-Methods

1=CHARGE	V3=VW POL
2=CRED CD	V4=VW POL
3=CHEQUE	V5=VW S/S
4=CASH	V6=VW TOO
5=OTHER	V7=VW C/C
6=PENDING	V8=VW C/C
AM=AMEX	V9=VW C/C
DI=DINERS	VP=VW POL
FC=FLT CA	VM=VW PMO
CA=CALTEX	VW=VW WTY
MP=MOTORP	VD=VW DEL
MC=MOTORC	F1=FO ACC
V1=VW ACC	F2=FO ACC
V2=VW ACC	F3=FO POL

Pg 1 of 4

Enter pay method █  
(N=Next Pg)

4. For the "Credit Card number" just use 0's to fill it out to the max

28 NOV 2023 P181

Cash Acknowledgement

STORE08 2532

Receipt Date 28/11/23

Inv#	Pay-Method	Ok (Y/N)
-----	-----	-----
100076L	2	
Inv Total: 83.95		
Cust Name: Cash Sales - Retail		

Credit card # 0000000000000000

Pay-Methods

1=CHARGE	V3=VW POL
2=CRED CD	V4=VW POL
3=CHEQUE	V5=VW S/S
4=CASH	V6=VW TOO
5=OTHER	V7=VW C/C
6=PENDING	V8=VW C/C
AM=AMEX	V9=VW C/C
DI=DINERS	VP=VW POL
FC=FLT CA	VM=VW PMO
CA=CALTEX	VW=VW WTY
MP=MOTORP	VD=VW DEL
MC=MOTORC	F1=FO ACC
V1=VW ACC	F2=FO ACC
V2=VW ACC	F3=FO POL

Pg 1 of 4

Enter pay method 2  
(N=Next Pg)

5. Enter through the authorisation.

28 NOV 2023 P181

Cash Acknowledgement

STORE08 2532

Receipt Date 28/11/23

Inv#	Pay-Method	Ok (Y/N)
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100076L	2	
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Inv Total: 83.95

Cust Name: Cash Sales - Retail

Pay-Methods

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1=CHARGE V3=VW POL

2=CRED CD V4=VW POL

3=CHEQUE V5=VW S/S

4=CASH V6=VW TOO

5=OTHER V7=VW C/C

6=PENDING V8=VW C/C

AM=AMEX V9=VW C/C

DI=DINERS VP=VW POL

FC=FLT CA VM=VW PMO

CA=CALTEX VW=VW WTY

MP=MOTORP VD=VW DEL

MC=MOTORC F1=FO ACC

V1=VW ACC F2=FO ACC

V2=VW ACC F3=FO POL

Pg 1 of 4

Enter pay method 2

(N=Next Pg)

Credit card # 0000000000000000

Authorization #

6. Type "Y" in the "OK"

28 NOV 2023 P181

Cash Acknowledgement

STORE08 2532

Receipt Date 28/11/23

Inv# Pay-Method

-----

100076L 2

Inv Total: 83.95

Cust Name: Cash Sales - Retail

Ok (Y/N)

-----

y

Pay-Methods

-----

1=CHARGE V3=VW POL

2=CRED CD V4=VW POL

3=CHEQUE V5=VW S/S

4=CASH V6=VW TOO

5=OTHER V7=VW C/C

6=PENDING V8=VW C/C

AM=AMEX V9=VW C/C

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MP=MOTORP VD=VW DEL

MC=MOTORC F1=FO ACC

V1=VW ACC F2=FO ACC

V2=VW ACC F3=FO POL

Pg 1 of 4

Enter pay method 2

(N=Next Pg)

Credit card # 0000000000000000

Authorization #

7. Type "E" to finally confirm it, the screen should reset and now be safe to "F1" out of.

28 NOV 2023 P181

Cash Acknowledgement

STORE08 2532

Receipt Date 28/11/23

Inv#	Pay-Method	Ok (Y/N)
-----	-----	-----
100076L	2	y

(A=Add)(E=Enter) e