Changing payment types on closed RO's/Autogami payment processing.

Required:

- A. ERA Logins
- B. PC with Internet and ERA Access
- C. Invoice number/s that are required to be changed

1. Navigate to 2532

08 | Brisbane JLR Service Parts System Master Main Menu 2000 1 Parts Inventory Menu 2001 : eraPower V3.9 Version Date : Nov 28,2023 Tuesday : STORE08 Store User : AWHITE Port/Wkstn : 181 / 792 Log Off [88] Menu Help [HELP] Applications [77] Selection: 2532

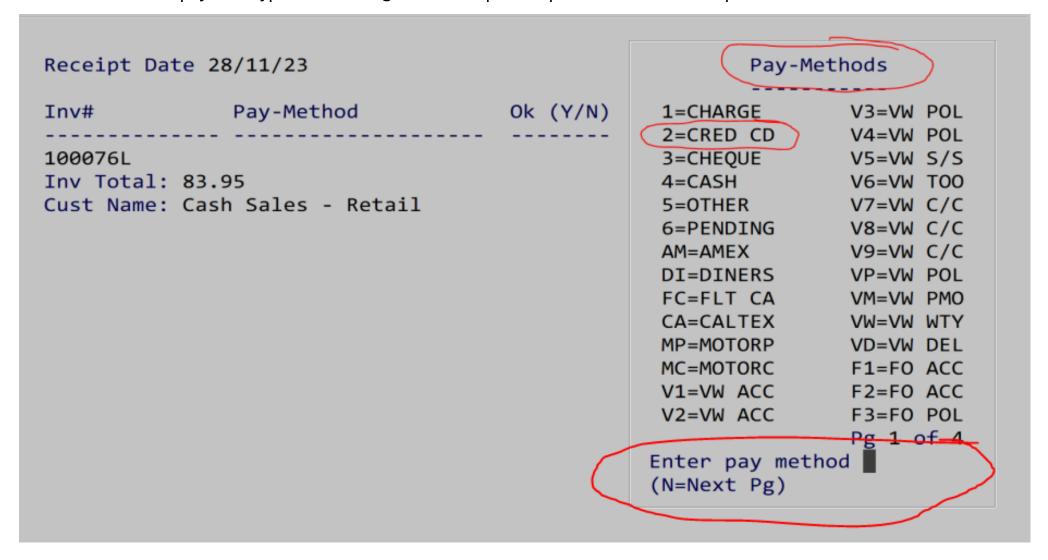
[/=Options]

Help: Select a menu option, or enter your desired action

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



3. Select correct payment type (OL = Autogami then skip to Step 6 and Cred CD = Eftpos)



4. For Eftpos option, use 0's to fill out to the max for "Credit Card number"

NOV 2023 P181	Cash Acknowledgement		STORE08 2
Receipt Date 28/11/23		Pay-Methods	
Inv# Pay-Metho 100076L 2 Inv Total: 83.95 Cust Name: Cash Sales -		1=CHARGE 2=CRED CD 3=CHEQUE 4=CASH 5=OTHER 6=PENDING AM=AMEX DI=DINERS FC=FLT CA CA=CALTEX MP=MOTORP MC=MOTORC V1=VW ACC	
Credit card # 000000000000000		V2=VW ACC F3=F0 POL Pg 1 of 4 Enter pay method 2 (N=Next Pg)	

5. Enter through the "authorization" section

Receipt Date 28/11/23			Pay-Methods	
1 <mark>00076L</mark> Inv Total: 8	2	Ok (Y/N)	4=CASH 5=OTHER 6=PENDING AM=AMEX DI=DINERS FC=FLT CA CA=CALTEX MP=MOTORP MC=MOTORC	V4=VW POL V5=VW S/S V6=VW TOO V7=VW C/C V8=VW C/C V9=VW C/C VP=VW POL VM=VW PMO VW=VW WTY VD=VW DEL F1=FO ACC
Cnodit cand	# 0000000000000000	a	V1=VW ACC V2=VW ACC Enter pay met (N=Next Pg)	F3=F0 POL Pg 1 of 4

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Cash Acknowledgement

STORE08

8 2532

Receipt Date 28/11/23

Inv# Pay-Method

100076L 2 Inv Total: 83.95

Court Names Coat College Dat

Cust Name: Cash Sales - Retail

Ok (Y/N)

Pay-Methods 1=CHARGE V3=VW POL 2=CRED CD V4=VW POL V5=VW S/S 3=CHEQUE 4=CASH V6=VW TOO 5=OTHER V7=VW C/C V8=VW C/C 6=PENDING 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=F0 ACC V1=VW ACC F2=F0 ACC V2=VW ACC F3=F0 POL Pg 1 of 4 Enter pay method 2 (N=Next Pg)

7. Type "E" to finally confirm the change, screen should reset and now be safe to F1 out of. You can do multiple invoices, if need be, in this screen.

