**User Guide for Souvenir Store**

**Version 1.0**

**REVISION HISTORY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Author** | **Release Date** | **Summary of Changes** |
| 1.0 | SE23PT02 | 03/04/2015 | Initial Version |
|  |  |  |  |

Table of Contents

[**1.** **INTRODUCTION** 4](#_Toc415837463)

[**2.** **LOGIN** 4](#_Toc415837464)

[**3.** **BILLING** 4](#_Toc415837465)

1. **INTRODUCTION**
   1. **Purpose**

This document serves as a guide to the user for using the Souvenir Store application. This document explains the features and functions of each menu item in the application

* 1. **Scope**

This document covers only the usability of the application and no technical or implementation details are covered

1. **LOGIN**
   1. **Description**

The login will allow the user to login to the application

* 1. **Screen**

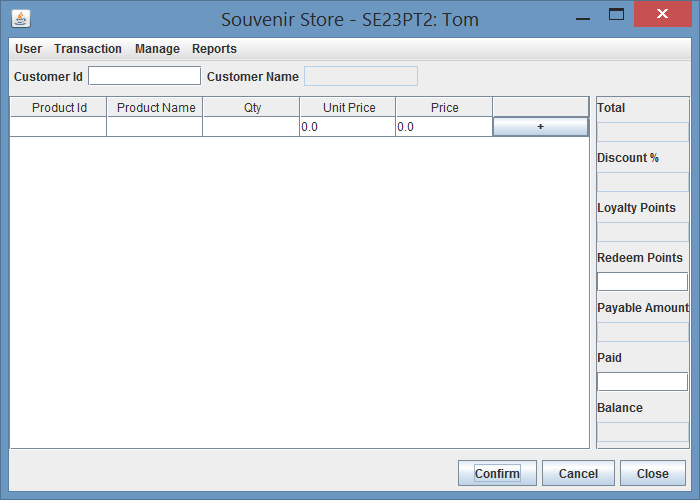
****

* 1. **Usage**

1. User to provide valid User Id and Password and Click “Login” button to login to the application
2. **BILLING**
   1. **Description**

The billing screen will allow the user to bill the items, auto-compute discounts, redeem points for members, make the payment and print the receipt upon confirmation.

* 1. **Screen**

****

* 1. **Usage**

1. The Billing screen is under Transaction Menu
2. User can enter the “Customer Id” (Member ID) and system would do auto-search the members to populate Loyalty points and discount if any
3. If member not found, system would alert the user and continues as “PUBLIC” customer