

Point Of Sales Manual

1

Login user account to the system to identify user and PC code.

Login (TEST VERSION)

PC Code: 2 Database Status: Connected

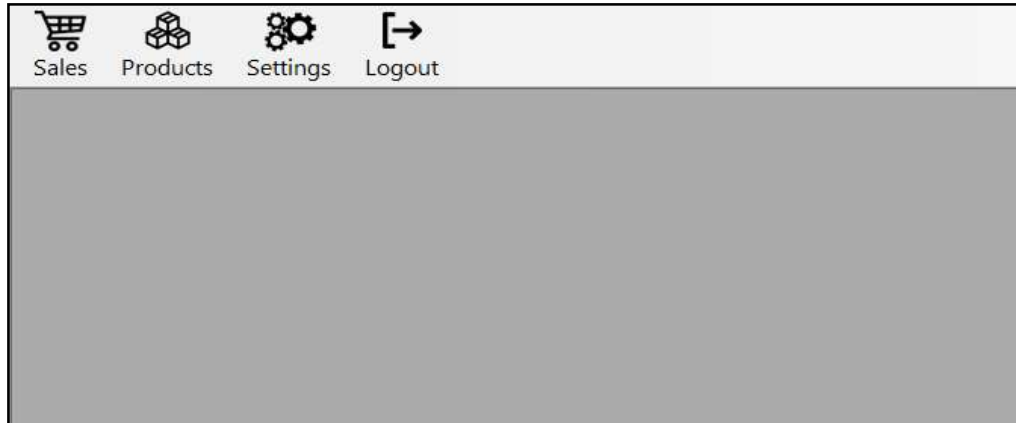
Username::

Password::

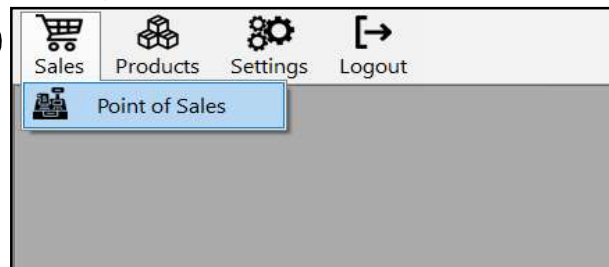
Login

After login in to the system, the user will be directed to the main menu of the system.

2



3



- Sales Tab you can input orders and printout stock out items.
- Products Tab allows you to monitor item stocks and add or modify items.
- Settings Tab allows you to manipulate users and other settings for the system.
- Logout allows you to exit the system.

4

New Sales (F1) Current Stock Out (F2)

Code	Date	Time	Payment	TotalPrice	Received	User
2-20210206-0001	21/02/06	04:51 pm	Cash	75.00	100.00	administrator

Transaction Code: 2-20210206-0001
Amount Received: 100.00
Total Amount: 75.00

Name	Qty	Price
Winter Candy Apple Body C...	1	75.00

Reprint

The table will show all the orders made in the current PC.

F1 or New Tab allows you to add new record to the sales history.

F2 or Print Stock Out allows you to print all the items used in transaction.

Reprint button is used to reprint the receipt used in the record.

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The screenshot shows a 'Sales' form with a 'Save/Print (F5)' button. A 'Transaction Code' field contains '20210206-0002'. Below it is a table with columns 'Seq', 'Item Name', 'Quantity', 'Unit Price', and 'Total Price'. The table contains two rows: '1 Apple Juice' and '2 Winter Candy Apple Body Cream 500ml'. A 'Sub Total' field shows '250.00'.

The sales form is where the transaction occurred.

The textbox that reads the barcode.

The textbox that reads the barcode.

If the orders are complete you can save and print the record.

6

The 'PaymentMethod' dialog box is open, showing a list of payment methods. The 'Total Price' field in the background form shows '250.00'.

Upon printing the receipt, the system will ask the payment method.

7

The 'ReceivePayment' dialog box is open, showing a 'ReceivePayment' field with the value '500' and a 'Receive' button. The 'Sub Total' field in the background form shows '250.00'.

Then the amount received.

8

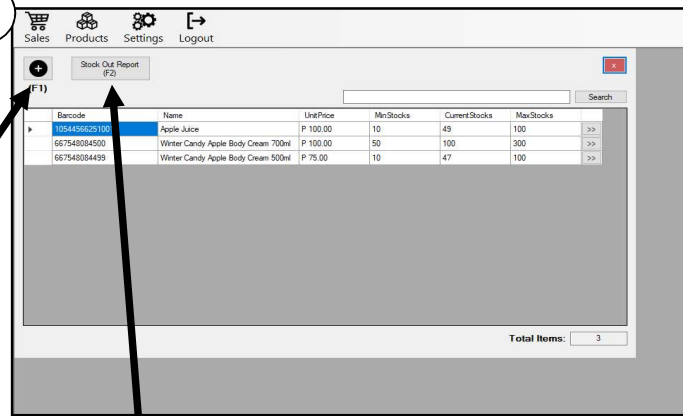
The 'frmReceipt' form displays a receipt. It includes a 'RECEIPT HEADER' with 'Sales' and 'Save/Print' buttons. Below is a table with columns 'Item Name', 'Quantity', and 'Price', containing 'Apple Juice' and 'Winter Candy Apple Body Cream 500ml'. A 'RECEIPT FOOTER' section is also visible.

Then the system will print the receipt.

9

The Products Tab will list all the Items related settings in the system.

F1 or Plus (+) button will allow you to add items in the item list.



F2 or Stock out report will print the summary of the current stocks.

END OF MANUAL