

Sale transactions in POS

- **CASH SALES**

1. Enter customer > Scan item / enter item > Edit qty / Add discount (if required)
*Note :- Items can be searched by Item#, UPC# and Description
2. Click Payment > Select Cash on Payment screen > Enter amount
3. Click Ok > Save & Print

The screenshot displays the 'Point of Sale - Payment' window. At the top, the 'Order Total' is 5.500. Below this, there are five buttons for payment methods: 'Credit Card F2', 'Debit Card F3', 'Cash F4', 'Check F5', and 'On Account F6'. The 'Cash F4' button is selected. Below the payment method buttons is the 'Enter Cash Amount' dialog. This dialog shows the 'Amount Due' as 5.500 and a text field for 'Enter Amount' also containing 5.500. To the right of the text field is a numeric keypad with buttons for digits 1-9, 0, and a decimal point, as well as a left arrow button. At the bottom of the dialog are 'OK [Enter]' and 'Cancel [Esc]' buttons. The bottom status bar of the application shows a 'Ready' status and a 'Refresh' button.

- **CREDIT / DEBIT CARD SALES**

1. Enter customer > Scan item / enter item > Edit qty / Add discount (if required)
*Note :- Items can be searched by Item#, UPC# and Description
2. Click Payment > Select Credit / Debit card on Payment screen > Enter amount and Reference number
*Note :- Card details can be entered manually

3. Click Ok > Save & Print

The image shows two overlapping software windows. The top window, titled "Point of Sale - Payment", displays an "Order Total" of 5.500. Below this, there are five buttons: "Credit Card F2", "Debit Card F3", "Cash F4", "Check F5", and "On Account F6". The bottom window, titled "Enter Debit Card Amount", shows the "Amount Due" as 5.500. It includes a numeric keypad with digits 1-9, 0, and a decimal point, as well as a left arrow key. Below the keypad are "OK [Enter]" and "Cancel [Esc]" buttons. At the bottom of the screen, there is a status bar with a question mark, a globe icon, a lightbulb icon, the word "Ready", and a "Refresh" button with a circular arrow icon.

- **RECEIVE CHECK FOR SALE**

1. Enter Customer > Scan item / Enter Item > Edit qty > Add discount (if require)
2. Click payment > Select Check > Enter check number
3. Click Ok < Save & Print

The image shows two overlapping software windows. The top window, titled "Point of Sale - Payment", displays an "Order Total" of 27.500. Below this, there are five buttons: "Credit Card F2", "Debit Card F3", "Cash F4", "Check F5", and "On Account F6". The bottom window, titled "Enter Check Amount", shows the "Amount Due" as 33.280. It includes a numeric keypad with digits 1-9, 0, and a decimal point, as well as a left arrow key. Below the keypad are "OK [Enter]" and "Cancel [Esc]" buttons. At the bottom of the screen, there is a status bar with a question mark, a globe icon, a lightbulb icon, the word "Ready", and a "Refresh" button with a circular arrow icon.

- **ON ACCOUNT PAYMENT**

1. Enter Customer > Scan item / Enter Item > Edit qty > Add discount (if require)
2. Click payment > Select On account > Enter amount
***Note :-** Credit limit and AR balance can be reviewed here
3. Click Ok < Save & Print

The image shows two overlapping software windows from a Point of Sale system. The top window, titled "Point of Sale - Payment", displays the "Order Total" as 5.500. Below this, there are five buttons for payment methods: "Credit Card F2", "Debit Card F3", "Cash F4", "Check F5", and "On Account F6". The bottom window, titled "Enter On Account Amount", is open over the top one. It shows the "Amount Due" as 5.500. Below this, there are input fields for "Enter Amount" (5.500), "Customer" (ABC), "Credit Limit" (0.000), and "AR Balance" (0.000). To the right of these fields is a numeric keypad with buttons for digits 1-9, 0, and a decimal point, along with a left arrow button. At the bottom of this window are "OK [Enter]" and "Cancel [Esc]" buttons. The status bar at the bottom of the windows shows a question mark, a globe icon, a lightbulb icon, the word "Ready", and a "Refresh" button.