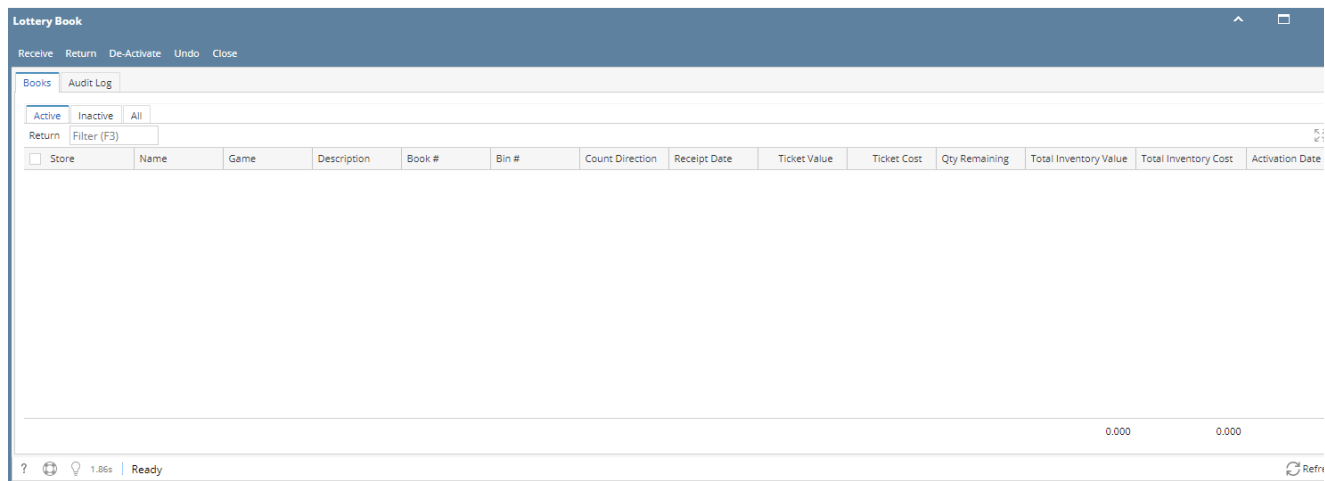# How to View Lottery Books

Lottery Books screen is used to manage games, activate, deactivate and track the available lottery items.

1. From Store, open Lottery Book. Focus tab will be on Books > Active tab.

   Active - displays all active lottery books.

   Inactive - displays all inactive lottery books.

   All - displays all lottery books regardless of status.

2. The Active/Inactive/All tabs consists of the following details:

   a. **Store** - this is the store number location default from user

   b. **Name** - this is the store's name

   c. **Items** - the items received from Receive screen

   d. **Description** - displays the item description

   e. **Book #** - the book number of the lottery game when it was received.

   f. **Bin #** - this is a required field when activating the lottery items.

   g. **Count Direction** - the direction on how the lottery ticket will be pulled. It could low to high or high to low.

   h. **Receipt Date** - the date when the lottery item is received.

   i. **Ticket Value** - item price from Price book

   j. **Qty Remaining** - this is the remaining quantity value of the lottery book.

   k. **Total Inventory Value** - Quantity Remaining * Ticket Value

   l. **Total Inventory Cost** - Quantity Remaining * Ticket Cost

   m. **Activation Date** - the date when the lottery item is activated.

   n. **Status** - displays the lottery book's status as Active, Inactive, Returned or Sold. This column is being displayed in **All tab** only.

   o. **Total Inventory Value Grid Totals** - the sum of the total inventory value in grid

   p. **Total Inventory Cost Grid Totals** - the sum of the total inventory cost in grid

Related Pages

- How to Activate or Deactivate Lottery Book
- How to Receive Lottery Items
- How to Return Lottery Book