

#27 - POS "Communiqué" Function/Sports Tickets

There could be a time where you would like to sell Tickets through the POS system.

Example: (Downhomers, New Years Eve, Golf tickets)

Example - I New Years Eve Ticket, you have one item for members and one for non-members (different prices)

Members: **NYE MBR 11-1111** (11-1111 is your SF number)

Non-Members: **NYE N-MBR 11-1111**

CREATING YOUR ITEM – (create your item as you would normally create a Stock Item)

Point of Sales Control (module)

Items setup

Add : this is creating a new item that you cannot duplicate – there is nothing similar to your item) - once you create your first one you can duplicate/copy the next ticket.

ITEM: (left side of screen) click on

Regular: type in your name of your ticket

FUNCTION: (left side of screen) click on

- the only section you need to fill in this section is

Division: select Dept 95 tickets

CONFIGURATION:

Add your 4 Main bar modes –enter the price of your ticket.

Apply OK

Your item is now created, the next step is to put it on your Main screen as you want it handy to sell.

Point of Sales Control (module)

Preferential screen setup - click on

Highlight the screen you would like to add your item to:

Main screen

Modify - Click on

Copy/paste an icon to a blank space

Modify - Click on

Usage field - find your item you created – click OK

Close – click on close do not X out.

You are now ready to sell your item in the POS system