# Auto Care Software

Version 14.00

# **Point Of Sales**

MANUAL

www.autocaresoftware.com.au

If counter sale is an important part of your business operation, you may be interested in using the integrated Point of Sale (POS) module to Auto Care Software.

Beyond enjoying all the benefits of using Auto Care Software, with this powerful POS module you can:

- Use barcode scanner, cash drawer, customer display pole and narrow docket printer.
- Print barcodes and labels for each stock items.
- Print invoices with product code, quantity and unit price that are transformed into barcodes.

### Installation

To turn the **Point of Sales** module on, start Auto Care Software first.

• On our invoice you will find a **name** that you have to enter on the welcome screen bellow.

	<b>a a</b>	0	
Auto	) Care S	oftware	
	Premi	er	
	Version 14.0		1
			<
100			
	WEL	LEDINE	
	User Name:	*****	
	Password:		
	Conti	nue <u>C</u> ancel	
	PH: 08 8396 5605	www.autocaresoftware.c	om.au

• Press Enter

After the name is entered, the Point Of Sales module is switched on.



• Click on the **SYSTEM** menu pad, select **System Set-up** menu option and Click on "Point of Sales settings" at the bottom of the screen.



• Click on the Docket setting tab. Details entered here will appear on the docket. Note that you can enter maximum 40 characters per line.

Point Of Sales settings Doc	ket settings
Name on docket ABN	Sunshine Auto Repairs 11222333444
Top Message1	sales@sunshineautorepairs.com.au
Top Message2	
Top Message3	
Top Message4	
Top Message5	
Bottom Message1	
Bottom Message2	
Bottom Message3	
Bottom Message4	THIS RECEIPT MUST BE PRESENTED
Bottom Message5	IF A REFUND OR EXCHANGE IS REQUIRED

• Select the Point Of Sales settings page.

Point of Sales settings (All settings on this screen effect the local computer only)	×
Point Of Sales settings Docket settings	
	<ul> <li>✓ Print Barcode Labels ON</li> <li>☐ Have Separate Barcode field on Stock screen OFF</li> <li>☐ * Print Retail price on barcode labels OFF</li> </ul>
Cash Drawer OFF	Point of Sales A4 size invoice format OFF
	F3 = Customer Payment 2 steps
Fields on Debtor's Invoice screen	
<ul> <li>Small size Grid on Invoice</li> <li>Large size Grid on Invoice</li> </ul>	
	* Sets all computers
	E <u>x</u> it

- Select the installed point of sales hardware: Barcode reader, Docket printer and Cash drawer.
- Select the printer name.
- If Point of Sales invoice is printed on A4 size paper click on the "Point of Sales A4 size invoice format" check box.
- If you would like the F3 function key use to make a cash payment in 1 step tick on the "F3 = …" check box.
- If you want to print barcode labels, tick on the "Print Barcode labels" check box.
- You can set the system here to print the retail price on barcode labels.
- If stock part number code and the associated barcodes are different select the "Have separate barcode field on Stock" option.

Invoice on docket printer

**************************************
ABN 11 222 333 444
TAX INVOICE NO.: 68
CASHIER : SID VASENSZKY
ELEVEN CENTURIES IN THE HART OF FRP
9799630941340 1.00x \$38.50
NATURAL PERLS
9310555005070 1.00x \$7.70
OPSM LENS CLEANER
9313836337266 1.00X \$2.86 OPEN LENE CLEANED OLD
009345000027 1.00x \$2.95
OPSM LENS CLEANER
9315856557266 1.00x \$2.86
NATURAL PERLS
9310555005070 1.00× \$7.70
ELEVEN CENTURIES IN THE HART OF ERP
7/77630741340 1.00X \$38.30
Total incl. GST \$101.07
GST \$9.19
and the second sec
rayment received with thanks. Uica tini n7 (n1/n8/2001)
visa vidi.07 (00/00/2001)
THIS RECEIPT MUST BE PRESENTED IF
A REFUND OR EXCHANGE IS REQUIRED

### Invoice on A4 size paper

Tax Invoice         JOHN HARRISON       A.B.N. 11 222 333 444       Page         5 HIGH STREET       Sales Consultant       Sid Victor         ADELAIDE SA 5000       Invoice Number       192         Invoice Date       13/10/2014       Terms       Cash         Contact       John       Phone       08 8382 1234         VR-22"       2.00       WIPER RUBBER - 22"       \$4.40         VR-22"       2.00       WIPER RUBBER - 22"       \$4.40         TH-DT15ABP       1.00       THERMOSTAT       \$111.80         SP-W7DCX       4.00       SPARK PLUG       \$3.95         RAF17       1.00       FILTER - AIR       \$16.85         Thank you for your business.       Thank you for your business.
Phone         08 8382 1234           Code         Qty         Description         Unit Price         Unit         Ar           WR-22"         2.00         WIPER RUBBER - 22"         \$4.40
WR-22"         2.00         WIPER RUBBER - 22"         \$4.40           TH-DT15ABP         1.00         THERMOSTAT         \$11.80           SP-W7DCX         4.00         SPARK PLUG         \$3.95           RAF17         1.00         FILTER - AIR         \$16.85
WR-22*         2.00         WIPER RUBBER - 22*         \$4.40           TH-D15ABP         1.00         THERMOSTAT         \$11.80           SP-W7DCX         4.00         SPARK PLUG         \$3.95           RAF17         1.00         FILTER - AIR         \$16.85
SP-W7DCX 4.00 SPARK PLUG \$3.95 RAF17 1.00 FILTER - AIR \$16.85 Thank you for your business.
RAF17 1.00 FILTER - AIR \$16.85 Thank you for your business.
Thank you for your business.
Total excl. GST Brought Forward \$583.10 GST
Total excl. GST Brought Forward \$583.10 GST Current Balance \$58.60 Rounding

### Print barcode labels

Barcode labels can be printed if barcode font is installed into the computer, the barcode module is turned on and Print Barcode Labels check box is selected. Barcode font is provided on Auto Care CD.

Installing of the barcode font: Copy the file 3of9\_new .TTF from Auto Care CD into the windows directory that contains the font (i.e. c:\windows\font)

Now you can access the Barcode labels check box in the SYSTEM setup section.

The system supports Unistat 70mm x 25mm labels. There are 33 labels on a A4 sheet.

Barcode labels can be printed from the STOCK and CREDITORS INVOICE section.

### Printing barcodes from STOCK module

Barcodes can be printed for all or only for selected stock items.

041778345238 KODAK CD-RW	\$3.30	0790145160393 HTML HELP AUTHORING	<b>\$89.10</b> склт	4991348033989 MITSUBISHI CD-R	\$1.10
86-MO46X OUTER CV JOINT	\$122.10	900-4312 GREASE 120G TUBE	\$4.95	93-160 BOOT	\$7.70
9310555005070 NATURAL PEARLS	\$7.70	9780582556089 DICTIONARY	\$85.80	9799630941340 ELEVEN CENTURIES IN T	\$60.50 He hart of eue
			I		
BA-37727 BATTERY BOLT LONG	\$2.91	BA-MA14 BATTERY - TERMINAL -	\$5.83 WINGNUT TYPE	BAC-G43 BATTERY - CENTURY	\$67.10

Code:	11A0900	Ed	lit	STOCK	S 🔻	В	arcode 11A0900	0
Description:	FAN BELT			Unit	EACH			
Secondary				Cate	egory: GENUIN	E PARTS		·
description:			Excluding GST		Includir	g GST	Print barcode when	part is purchased
		Average Cost	4.95			5.45	Last sale	13/12/2004 -
		Retail price	14.85			16.34	On Hand	0.00
O Automatic M	larkup	Trade price	9.90			10.89	MinStock	1.00
Manual Mar	kup	Wholesale	7.43			8.17	MaxStock	1.00
MOTOR TRA REPCO AUT	DERS O PARTS	+ 11A0900 11A0900		3.95 4.95		0. 0.	00 00 13/12/2004	Remove Supplier
								Active orders

Set the barcode printing flag for each stock item if barcode printing is required at purchase.

Enter the purchased parts into the Suppliers Invoice module

		Supp	olier Info	rmation			Suppl	lier Invoice Informa	ation	
Name	REPCO A	UTO PARTS				1		9	Тах	+GST
Address	304 COM	MERCIAL RO	AD				Supplier Invoice No. REP00	0912 Note		
Address2							Invoice Date 14/10/	2014 🖂		
Suburb	PORT AD	ELAIDE		S	A 5015		Purchase Order No.	Look at C	Inder Import Pi	urchase Orde
Phone	84475922		Fax				Exp	ense Only		
Contact			ABN	222 333 4	444					
Supp	I. Code	Code	e	Qty	Unit Cost	Sale Price*	Description	Print Barcode	Total Cost	New Line
11A0900		11A0900		4.00	4.95	16.34 FA	N BELT		19.80	Insert Lin
BJ-R		BJ		6.00	25.00	50.60 BA	ILL JOINT		150.00	
										Delete Lie
										Delete Lin
										Delete Lin
										Delete Lin
										Delete Lin Customer I Audit
										Delete Lin Customer I Audit
<]	(inhouse )	ISP)	8						<b>&gt;</b>	Delete Lin Customer I Audit
<] Comment (	(inhouse u	use)	8			]	Freight 0.00	Rounding	0.00	Delete Lin Customer I Audit
<] Comment (	(inhouse u	use)					Freight 0.00 Subtotal 169 80	Rounding Total incl. Gst	0.00	Customer I Audit

# Click on "Print Barcode labels" command button to print barcode labels

REPCO AUTO PARTS Computer No.: 23 Creditor Inv. No.: 32342 Creditor Inv. Date: 25/01/2002		BJ BALL JOINT	\$50.60	BJ BALL JOINT	\$50.60
BJ BALL JOINT	\$50.60	BJ BALL JOINT	\$50.60	BR BREATHER- PCV FILTER	\$6.49
BR BREATHER- PCV FILTER	\$6.49	BUSHES GEAR SHIFT BUSHES TO	\$2.92 YOTA	BUSHES GEAR SHIFT BUSHES TO	\$2.92 YOTA
BUSHES GEAR SHIFT BUSHES TO YO	\$2.92	BUSHES GEAR SHIFT BUSHES TO	\$2.92	BUSHES GEAR SHIFT BUSHES TO	\$2.92

<u>Recommended Hardware:</u> Docket printer: BIXILON SRP-35011 thermal POS Printer (USB connection) Cash Drawer: POSIFLEX CR410X smart cash drawer (USB or Printer connection)

## Set F9 on CHIPER 1000 barcode reader





Restore Default Settings



Upda

Set F9











