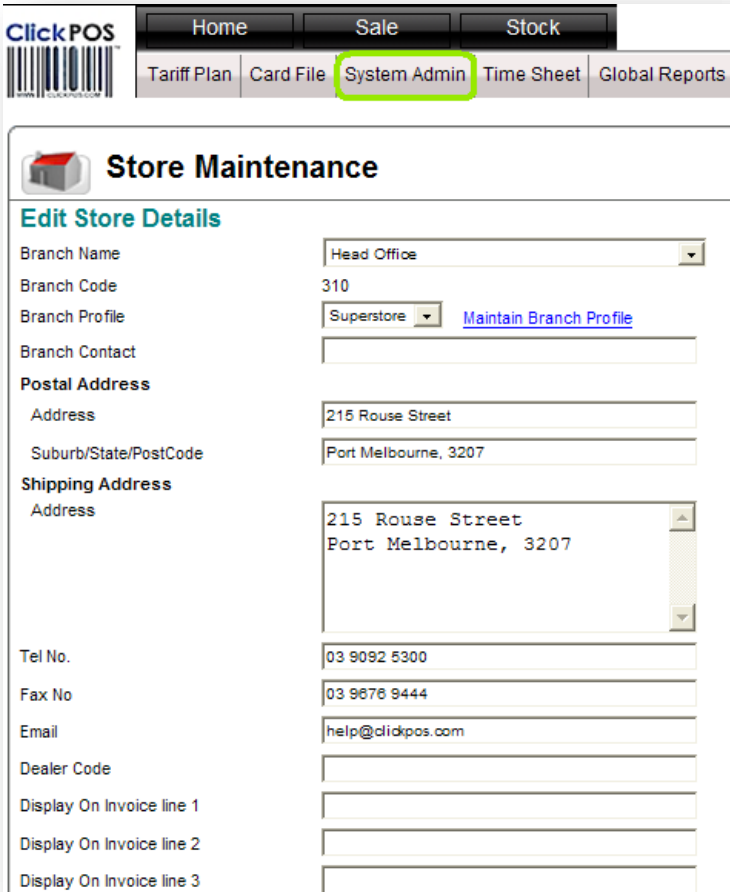


Store Information Maintenance

Store Maintenance – Video Tutorial

1. Navigate to “Maintain”, “System Admin” and “Store Maintenance”. Here you can edit the profile of the store (E.g. Superstore, Kiosk), put in a contact person for the store, edit contact details and edit the text that will show on the invoice.



The screenshot shows the ClickPOS web interface. At the top, there are navigation tabs: Home, Sale, and Stock. Below these are sub-tabs: Tariff Plan, Card File, System Admin (highlighted with a green box), Time Sheet, and Global Reports. The main content area is titled 'Store Maintenance' and contains a form for 'Edit Store Details'. The form includes the following fields:

- Branch Name: Head Office (dropdown)
- Branch Code: 310
- Branch Profile: Superstore (dropdown) with a link to 'Maintain Branch Profile'
- Branch Contact: (empty text field)
- Postal Address:
 - Address: 215 Rouse Street
 - Suburb/State/PostCode: Port Melbourne, 3207
- Shipping Address:
 - Address: 215 Rouse Street, Port Melbourne, 3207 (text area)
- Tel No.: 03 9092 5300
- Fax No.: 03 9876 9444
- Email: help@clickpos.com
- Dealer Code: (empty text field)
- Display On Invoice line 1: (empty text field)
- Display On Invoice line 2: (empty text field)
- Display On Invoice line 3: (empty text field)

2. You can also see the printer version and choose whether you would like to have a touch screen layout on the sale screen. “**Extended Option For Sale**” is if you want all the Sales Reps to be displayed on the sale screen as buttons, “**Stock Adjustments Department**” is if you want to tag the branch as a stock adjustment department, “**DPS Enabled**” is if you are using a DPS machine for Eftpos, Text and background colour and whether you would like a separate logo for the branch.

T-88 Opos Version

Zebra Printer Label Horizontal Alignment

Date Format

Time Difference (EST) min

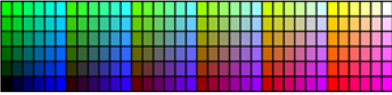
Current Store Time 22/11/2010 09:54:33

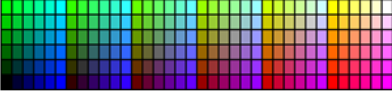
Touch Screen Mode

Extended Option For Sale


Stock Adjustments Department

DPS Enabled

Text Colour 

Background Colour 

Branch Logo
Recommendation maximun size (360 x 210 pixels)
[Click Here](#)
 Use Default

[Edit](#) 

File Name	Description	File Size	Date/Time Uploaded
No Record Found			
0 item(s)		0	Insert File
Quota Used: 1.36%		1422701 Bytes Used, 103434899 Bytes Free, 104857600 Bytes Total	