

# ClickPOS Upgrade Notice

03-06-2009 11pm AEST

## Automatic upgrade.

The upgrade will be performed automatically.

For queries relating to this upgrade, please email [help@clickpos.com](mailto:help@clickpos.com)

NOTE: this notice is confidential and only to be viewed by clients that are actively using ClickPOS.

If you have received this notice in error, or no longer use ClickPOS, please email to [help@clickpos.com](mailto:help@clickpos.com) advising removal of your details from our mailing list.

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### Sale | Extended Discount Options for Sale

Impact: Moderate  
Directed To: All Staff

ClickPOS now offer the ability to deny discounting. Also you can now have managers approve staff discounts.

2 new permissions have been added to help maintain discounts.

These are....

- 1.10.010 Deny discounting
- 1.10.020 Allow user to approve discounts

You can use either permission or both.

A new discount report has been created

### Daily Activity Sales Report Discount Sales (1-20)

Sale Date	Invoice	Customer	Description	IMEI/Barcode	Plan Type	MGR	Payment Type	Internal Ref	RRP	Sale Price	Discount	Discount Code	Discount Reason	Discount Approved By	Created By
10/03/2009	10013009	Serkan Tolgoz	\$30 Recharge Card		RECHARGE		Account 30day Cheque		\$30.00	\$27.00	\$3.00				
1/04/2009	10013004	Serkan Tolgoz	\$30 Recharge Card		RECHARGE		Cheque		\$30.00	\$20.00	\$10.00				
1/04/2009	10013005	Serkan Tolgoz	\$30 Recharge Card		RECHARGE		Cheque		\$30.00	\$27.00	\$3.00				
1/04/2009	10013006	Serkan Tolgoz	\$30 Recharge Card		RECHARGE		Cheque		\$30.00	\$27.00	\$3.00				
2/04/2009	10013009	Serkan Tolgoz	\$99.95 Recharge Card	9321667999999			Cash		\$99.95	\$89.96	\$10.00				
28/04/2009	10013130	Serkan Tolgoz	\$99.95 Recharge Card	9321667999999			Cash Cash		\$99.95	\$49.95	\$50.00		Test Reason	user	bob
28/04/2009	10013130	Serkan Tolgoz	Nik 3310 Prepaid \$40	33223322			Cash Cash		\$40.00	\$35.00	\$4.00				bob
<b>Total Sales at Head Office</b>		Invoice(s) = 6		Transaction(s) = 7					\$359.90	\$276.91	\$83.00				
<b>Grand Total</b>		Invoice(s) = 6		Transaction(s) = 7					\$359.90	\$276.91	\$83.00				

This report can be found under **REPORTS | SALES REPORTS**

# Maintain | Company & Store Specific Logos

Impact: Low  
Directed To: Administrator

ABN

Marquee Message  **Select "Insert File" to upload logo**

Skin

Select Company Logo [Click Here](#)

File Name	Description	File Size	Date/Time Uploaded
No Record Found			
0 item(s)		0	<a href="#">Insert File</a>
Quota Used: 0.44% 46254 Bytes Used, 10439506 Bytes Free, 10485760 bytes Total			

**Insert File**

**File to Upload**  
Use the 'Browse' button to search for the file in your computer.

C: \logo.jpg **Browse...**

**Description**  
Enter a description as a future reference.

**Submit File**

**"Browse" for image file, enter description (if required)  
Then click "Submit File"**

[Click Here](#)

Select Company Logo 

**YOUR  
LOGO  
HERE**

[Use Default](#)

File Name	Description	File Size	Date/Time Uploaded
<a href="#">logo.jpg</a>	Your Company logo	7173	6/05/2009 2:06:13 PM
1 item(s)		7173	<a href="#">Insert File</a>
Quota Used: 0.51% 53427 Bytes Used, 10432333 Bytes Free, 10485760 Bytes Total			

Previously ClickPOS offered 1 logo for all stores. Which limited companies with multiple business styles to share the same logo.

You can now offer separate logos for different environments.

The logo displays on the ClickPOS main page & the "new style" A4 sales invoice header (SQL INVOICE).

**Universal logo for all stores** Proceed to **MAINTAIN** → **SYSTEM ADMIN** → **COMPANY DETAILS**. Insert File → Browse PC for Logo → Submit logo → Click here "Select Company logo" → Select logo → Click OK.

**Unique logos for each store** Proceed to **MAINTAIN** → **SYSTEM ADMIN** → **STORE MAINTENANCE** → Select Branch → Insert File → Browse PC for Logo → Submit logo → Click here "Select Company logo" → Select logo → Click OK → Repeat for each store.

# Tariff Plan | Reconcile Revenue - Ability to Show/Hide Zero Values

Impact: Low  
Directed To: Administrator & Financial Controllers

**Reconcile Revenue**

Search Main Wizard

Use the wizard to reconcile revenue for payments with a group of numbers.

Revenue type: Rebate

Search type: Mobile No

Active Date From: 6/05/2009 to 6/05/2009

Reconcile records with a variance of up to: +/- 0 (cents)

Apply reconciliation date: 6/05/2009

Use combination of Number and Received Amount while searching

**Do not include zero amounts**

Number: [ ] Received Amount: [ ]

**You can now show or hide '0' zero values**

**You can now show or hide (0) zero values when reconciling revenue from carrier.**

Companies tend to handle revenue differently. Some like to see the zero values to verify, others like to hide zeros to eliminate confusion.

To hide zero values, tick "Do not include zero amounts"

To show zero values, un-tick "Do not include zero amounts"

# Sale | Mobile Number Regular Expression

Impact: Moderate  
Directed To: Administrators

## SCREEN VIEW

### Mobile Number Regular Expression

Regular Expressions allow you to validate mobile numbers in a variety of formats, you can select from the list below or enter your own custom Regular Expressions. This validation is currently used on the Sales screen.

#### Regular Expressions

- Regular Expressions are used to validate specific character patterns such as email address, phone numbers etc.
- In this case we are using a Regular Expression to control the phone number pattern on the Sales screen.
- You can use one of our pre-defined Regular Expressions or you have the option to create your own.

#### Regular Expression Example

- The following Regular Expression: `^04\d{2,3}\d{6}$` is broken up into the following segments.

- ^ Start of line - the beginning of the Regular Expression
- 04 The first two characters of the text being validated must be 04
- \d Stands for digit, meaning the text being type in must be numerical
- {2,3} Checks for an occurrence of the rule 2,3 times
- ie: \d{2,3} will check if the next 2 or 3 characters are digits
- Therefore, 33 is valid, 331 is valid however 33a is NOT valid
- \$ End of line, the end of the Regular Expression

`^04\d{2,3}\d{6}$` :- Putting it altogether, this Regular Expression checks that the text entered begins with 04. It then checks that the following 2 or 3 characters are digits. We are then checking that the following 6 characters are digits.

For further reading please refer to <http://www.regular-expressions.info/tutorial.html>.

Regular Expression: `^04\d{2,3}\d{6}$` `^04\d{2,3}\d{6}$` [Test]

- 
- 
- 

## ADDING NEW EXPRESSIONS

For further reading please refer to <http://www.regular-expressions.info/tutorial.html>.

Regular Expression: `^04\d{2,3}\d{6}$` `^04\d{2,3}\d{6}$` [Test]

- 
- 
- 

**Enter expression & click OK**

**ClickPOS now offer a simple method to ensure your mobile numbers are entered into ClickPOS in the correct format**

This will help improve overall performance, reporting and offers peace of mind when reconciling revenue

You may create your own pre-defined sequences

E.g. 61430xxxxxx or/and 0430xxxxxx

**To create new expressions**  
MAINTAIN → SYSTEM ADMIN → OPTIONS → Enter expression & click OK (see image)

### DELETING EXPRESSIONS

For further reading please refer to <http://www.regular-expressions.info/tutorial.html>.

Regular Expression

**To delete expressions**  
MAINTAIN → SYSTEM ADMIN → OPTIONS → Select expression from pull-down and click delete. (see image)

### TESTING EXPRESSIONS

[www.regular-expressions.info/tutorial.html](http://www.regular-expressions.info/tutorial.html).

**To test expressions**  
MAINTAIN → SYSTEM ADMIN → OPTIONS → Select expression from pull-down, enter mobile number and click test. (see image)

## Sale | Reference Number is Mandatory

Impact: Moderate  
Directed To: All Staff

Reference field on sale screen becomes mandatory when a particular payment type is selected.

**To make ref mandatory on payment type**  
MAINTAIN → SYSTEM ADMIN → PAYMENT TYPES → Select payment to edit → Tick "Reference is mandatory" → Click Edit

A warning message will appear If the reference is not entered on the sale screen when the required payment type is selected.

## Sale | Restrict Sales Rep to Current User

Impact: Moderate  
Directed To: All Staff

My Co. 1 (Z dmi)

Pay 1 Multi

Lock sale's rep to user logged in

Total 0  
Change 0  
Tender 0.00

New Permission:  
**1.10.105 Restrict Sales Rep to Current user**

This will not allow the sales rep to change the name on the sale screen. It will enforce the person who is logged to be the rep used for sale.

If another person makes a sale, they will be required to log into ClickPOS under their own unique login details.

Advise use of permission  
**1.10.100 Lock Screen after Sale**  
Which automatically logs user out upon tender of sale

## Stock | Orders: Added Features.

Impact: Moderate  
Directed To: All Staff

Purchase Order - 10016

Main Wizard Current Order

Product Phone

Category Barcode No Discontinued Calculate Qty  
Prod Name Sup.Prod.Code VIP Only Sale Date

Search Show items supplied by Roadhound **Display all records on page**

**Display all records on page**  
This option will show all result on the same page without the need to navigate through pages.

**Please note:** The results list may be extremely long depending on your search criteria.

Purchase Order - 10016

Main Wizard Current Order

Product Phone

Category Barcode No Discontinued Calculate Qty **Calculate to Max. Qty**  
Prod Name Sup.Prod.Code VIP Only Sale Date

Search Show items supplied by Roadhound Display all records on page

**Calculate to MAX quantity**  
This option will allow you to automatically create your order based on your min/max setting for the product. If this option is checked, ClickPOS looks at your existing stock on hand + stock on order then displays required stock to fulfil your MAXIMUM required stock level

Product Phone

Category:  Barcode:   No Discontinued  Calculate Qty  Calculate to Max. Qty

Prod Name:  Sup.Prod.Code:   VIP Only  Sale Date

Show items supplied by Roadhound  Display all records on page

Barcode	Supplier	Sup.Prod.Code	Product Name	SBB	SOH	OO	Purchase price \$	Sale Price \$	Qty	SBB All	SOH All
HDD30G	Roadhound	hdd30G	HDD 30GIG SAMSUNG	0	0	0	200.00	350.00	5	0	9
							Total Purch Price \$ 1000			Total Qty 5	

Tick to Add Tax

Sold by Branch Last 4 Weeks (green line from SBB)

Stock On Hand (red line from SOH)

Stock On Order (yellow line from OO)

**Sold by Branch (last 4 weeks)**

This new feature allows you to quickly reference stock sold over the past 4 week period. This will allow you to order more effectively

Main Wizard **Current Order**

Product Phone

Barcode \*

Prod Name \*

Sup.Prod.Code

Qty \*

Exclude Discontinued/EOL items

Purchase price \$   Tick to Add Tax

Tax %

Discount

Notes

**Exclude Discontinued/EOL Items**

New ability exists to not show EOL items from either Phone or Product.

This feature is available on the current order tab.

Main **Current Order**

Supplier \*

Date Of Order \*

Approved  Yes  No

Sent to Supplier  Yes  No

Status

Delivery Branch \*

Shipped via

Date Required \*

Freight Cost

Notes

OR [Customer](#)

**Sent to Supplier Indicator**

Ability now exists to indicate that the order has been despatched to the supplier for processing

This is optional and does not affect the purchase order in any form.

Simply Communication

Please login to the test site to verify and test overall functionality of the new features and recent changes

<http://www.clickpos.net/login>

**Company & User Login**

**Company login**

Company:

Password:

**User login**

Username:

Password:

**Login using barcode scanner & Staff ID**

Enter your password, then use your barcode scanner to scan your staff ID card.

Password:

Scan Staff ID: