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POS Items How2

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Revision History

Name	Date	Reason For Changes	Version
TDP	14/03/16	Initial document	0.1

Contents

POS Access to Items.....	3
General	3
Creating users.....	3
Buttons in Edit User screen.....	4

POS Access to Items

General

This document will show how to give access to a button to individuals or groups in POS (Point of Sale).

Creating users

1. As the administrator, in SCS_Client click on tools and then users (Figure 1.1). In the "User" pop-up screen click on the Edit button (See Figure 1.2).

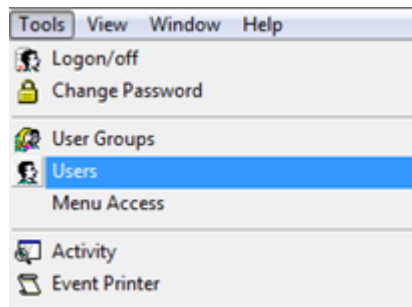


Figure 1.1

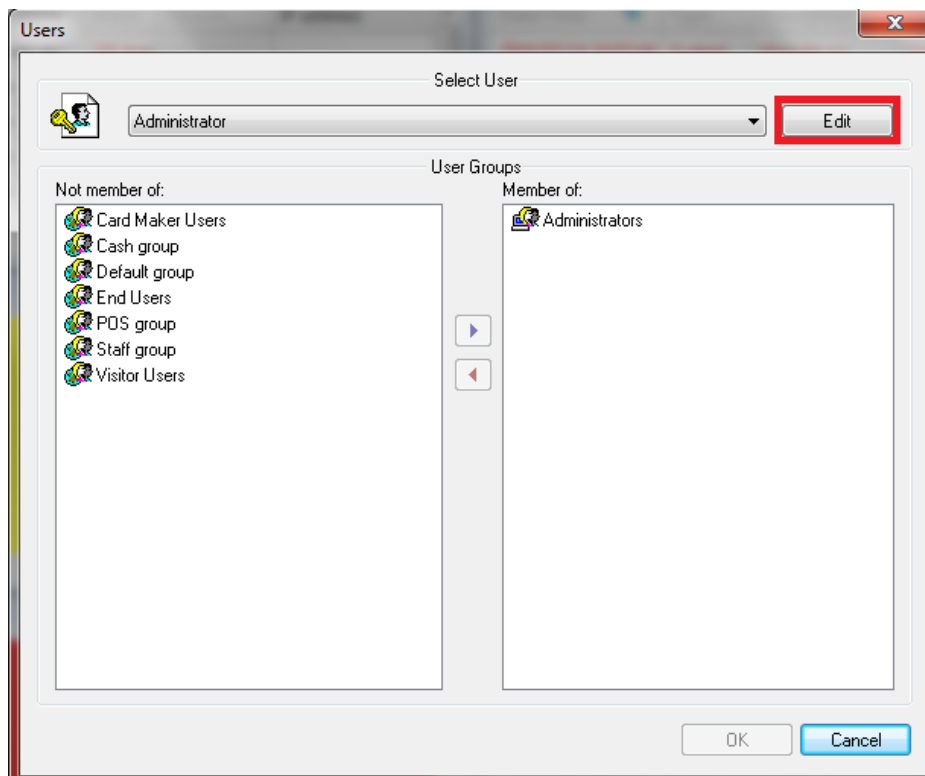


Figure 1.2

Buttons in Edit User screen.

1. After clicking on the edit button the Edit Users pop-up will appear. On the right hand side of the pop-up screen you will see the “add, rename, change password, remove and card reference” buttons. At this moment only the add button will be clickable.

Add button.



Add Button: This button is to add a new user.

Rename button.



Rename Button: This button will allow you to rename an existing user name.

Change password button.



Change password button: This button will allow you to change existing user's passwords.

Remove Button.



Remove button: Remove existing users.

Card Reference Button.



Card Reference button: Link a card to the created user.

2. Click on the add button (Figure 1.3).

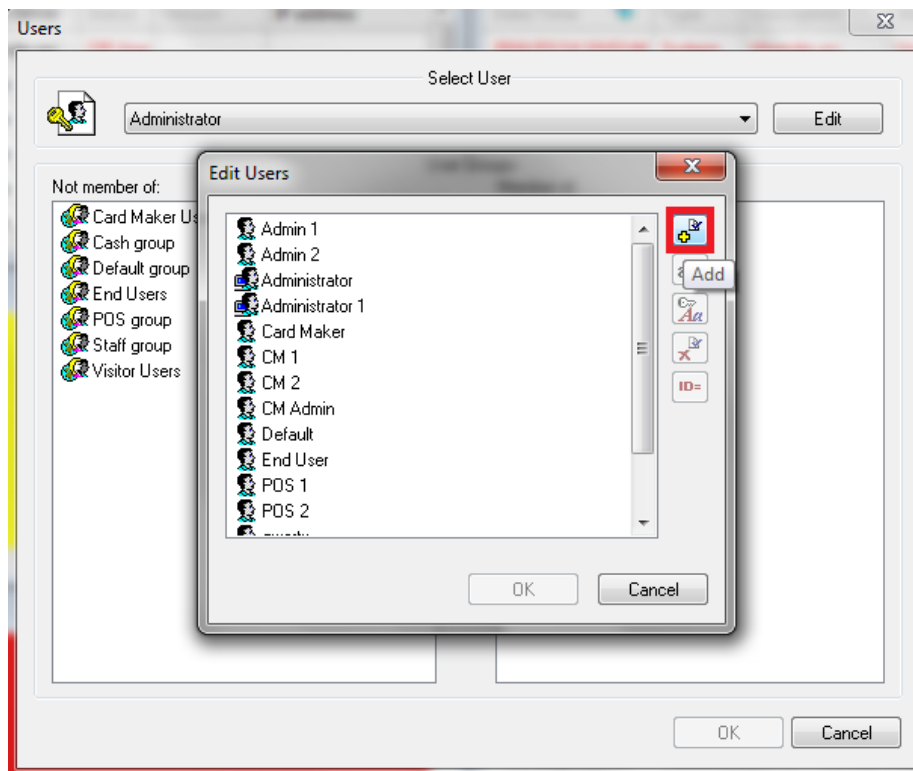


Figure 1.3

3. By clicking on the add button a user can be created. First type in the Name of the user. Create a new password and then confirm the password. After you are satisfied click on the OK button to finalize the user name and password (Figure 1.4).

Name: Name of the User.

New Password: enter the user password.

Confirm Password: Confirm the password by typing in the password again.

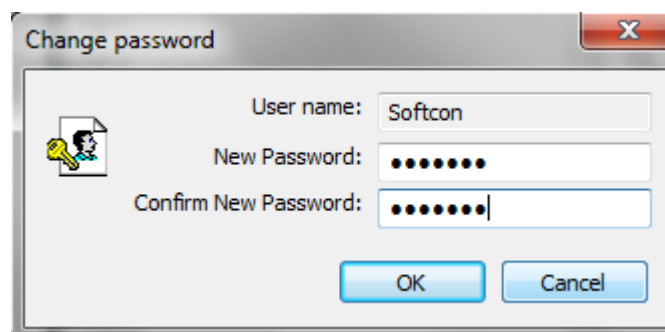


Figure 1.4

- The user that was created will appear in the dropdown box in the select user window. Click on the OK button to proceed (Figure 1.5).

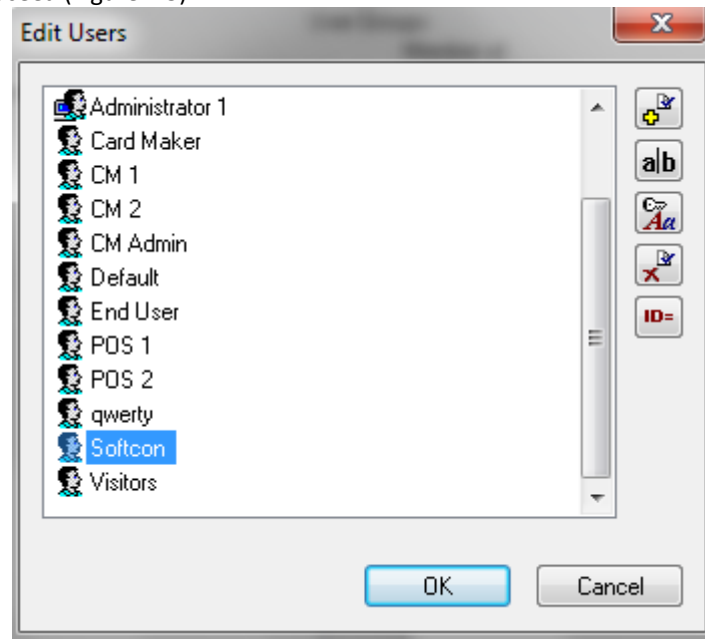


Figure 1.5

- In the select user window there will be a not member of and a member of. Here is where a group is specified to a user. Because this is for POS, click on the POS group and move it to the member of by clicking on the arrow in the middle (Figure 1.7). Click on the OK button.

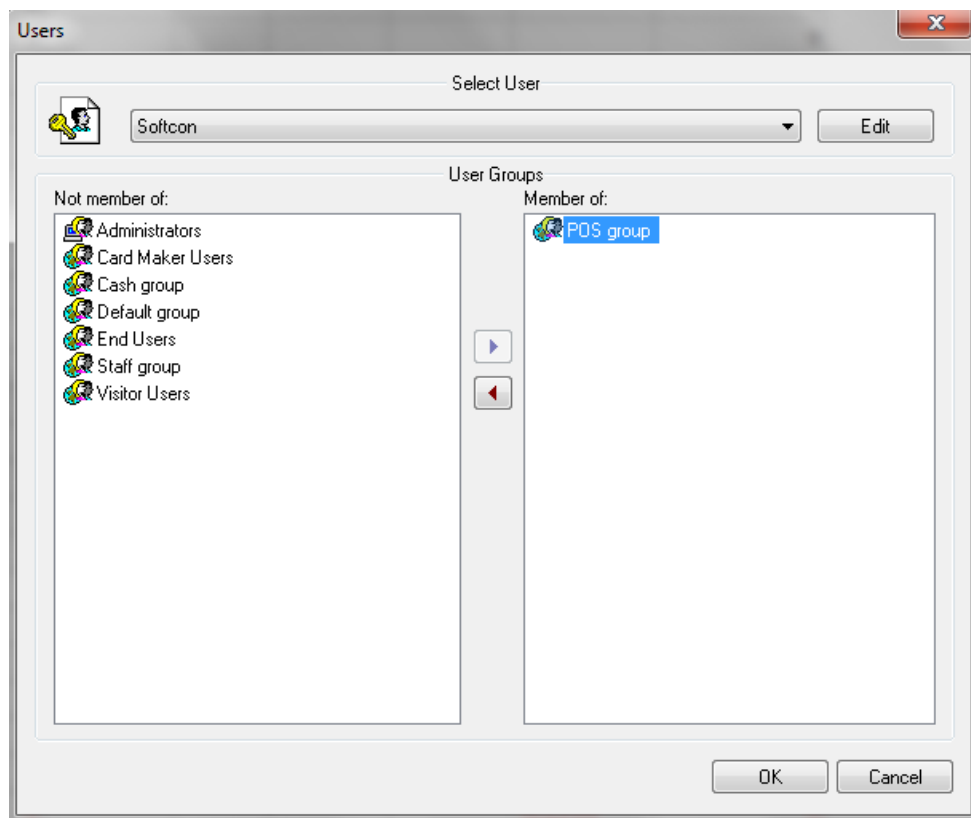


Figure 1.7

6. Click on Tool and then Log on/ off (Figure 1.8).

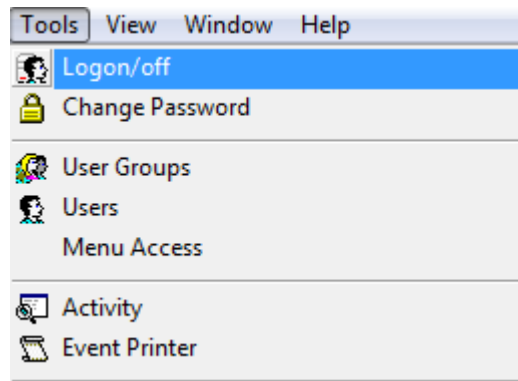


Figure 1.8

7. In the Log off/ on window type in the user name and password and then click on the OK button (Figure 1.9). After clicking on the OK button you will see that this user only have limited access or no access to certain buttons in SCS_Client (Figure 1.10).

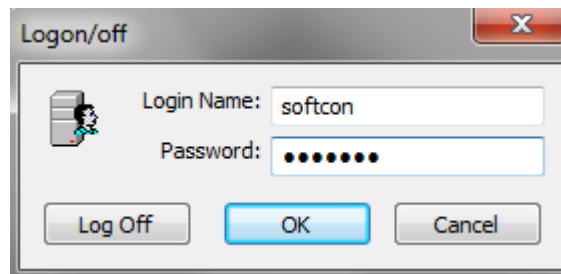


Figure 1.9

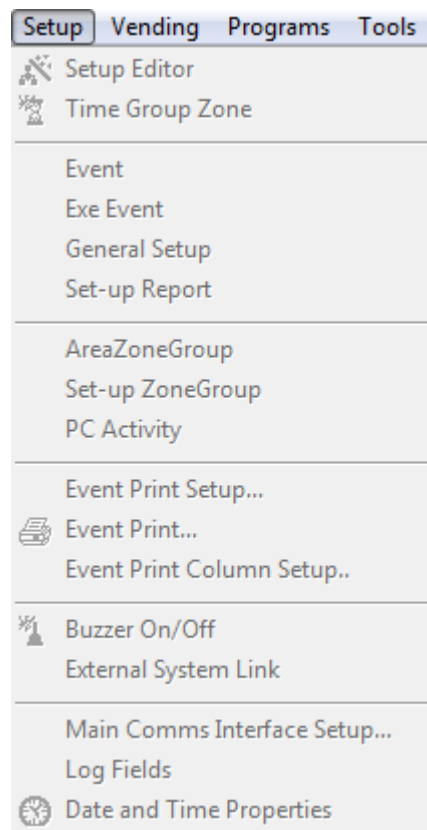


Figure 1.10

- When you have a look in SCS_POS, this user will have access to buttons applicable to POS and the usage of the POS software (Figure 1.12).

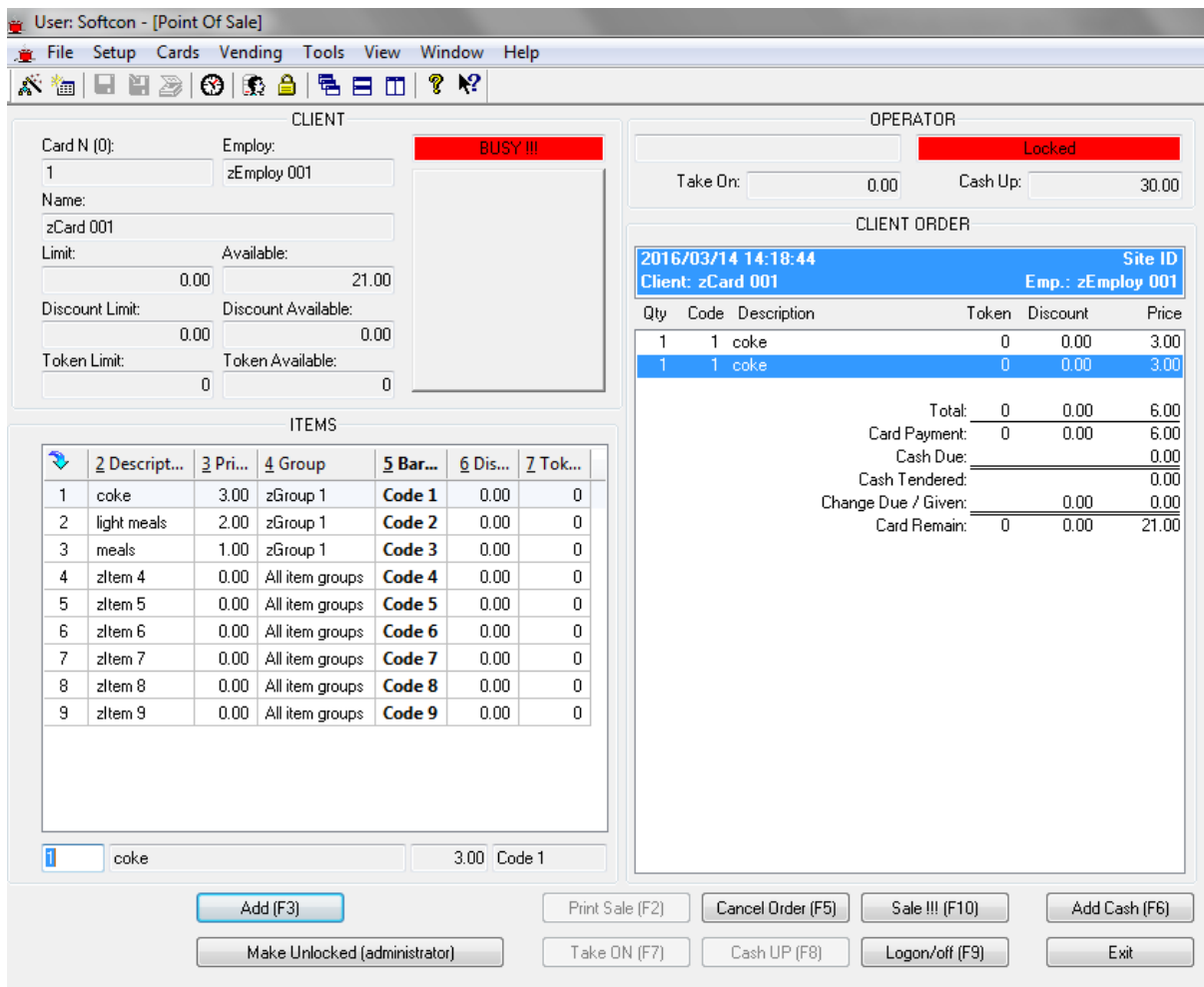


Figure 1.12

- If this user shouldn't have access to certain buttons like the "Make Unlocked (administrator)" button then log on again as the administrator by clicking on the log off/ on button under the tools tab. When you are in as the administrator then right click on the "Make Unlocked (administrator)" button and then click on the "Access to Items" button (See Figure 1.13).

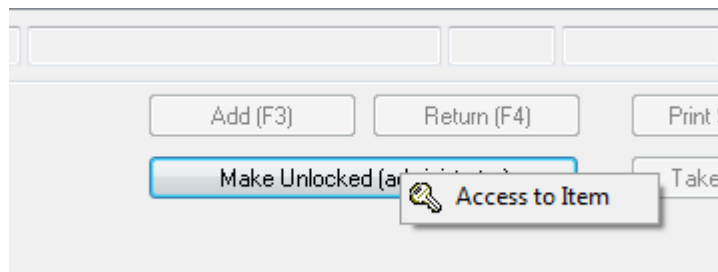


Figure 1.13

10. In the access to items screen move the POS group to the Member of and then click the OK button (See Figure 1.14). Log off and log on as the POS user.

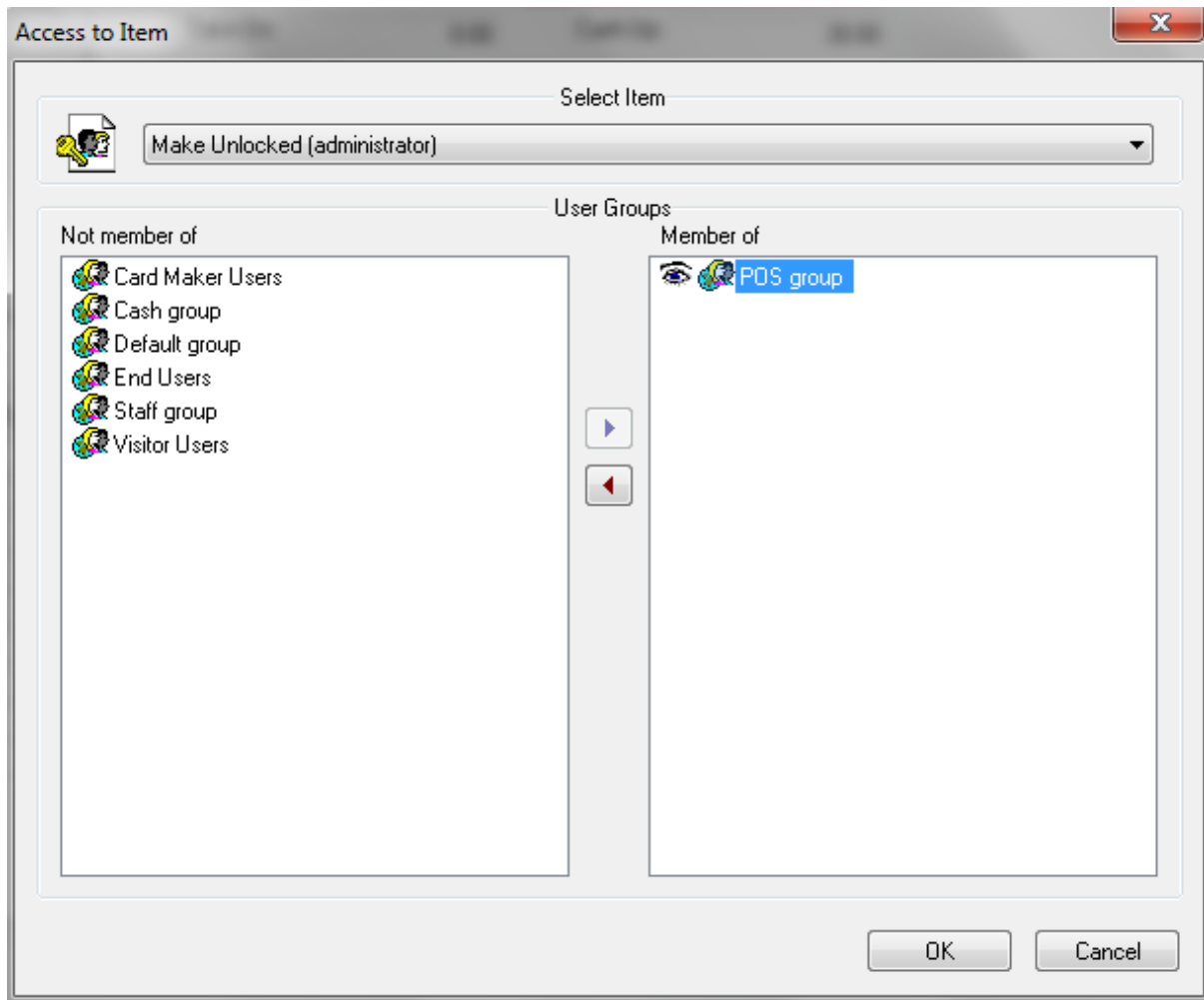


Figure 1.14

- When the “Make Unlock (administrator)” button is clicked, it will then prompt that the administrator needs to insert his details and password (See Figure 1.15).

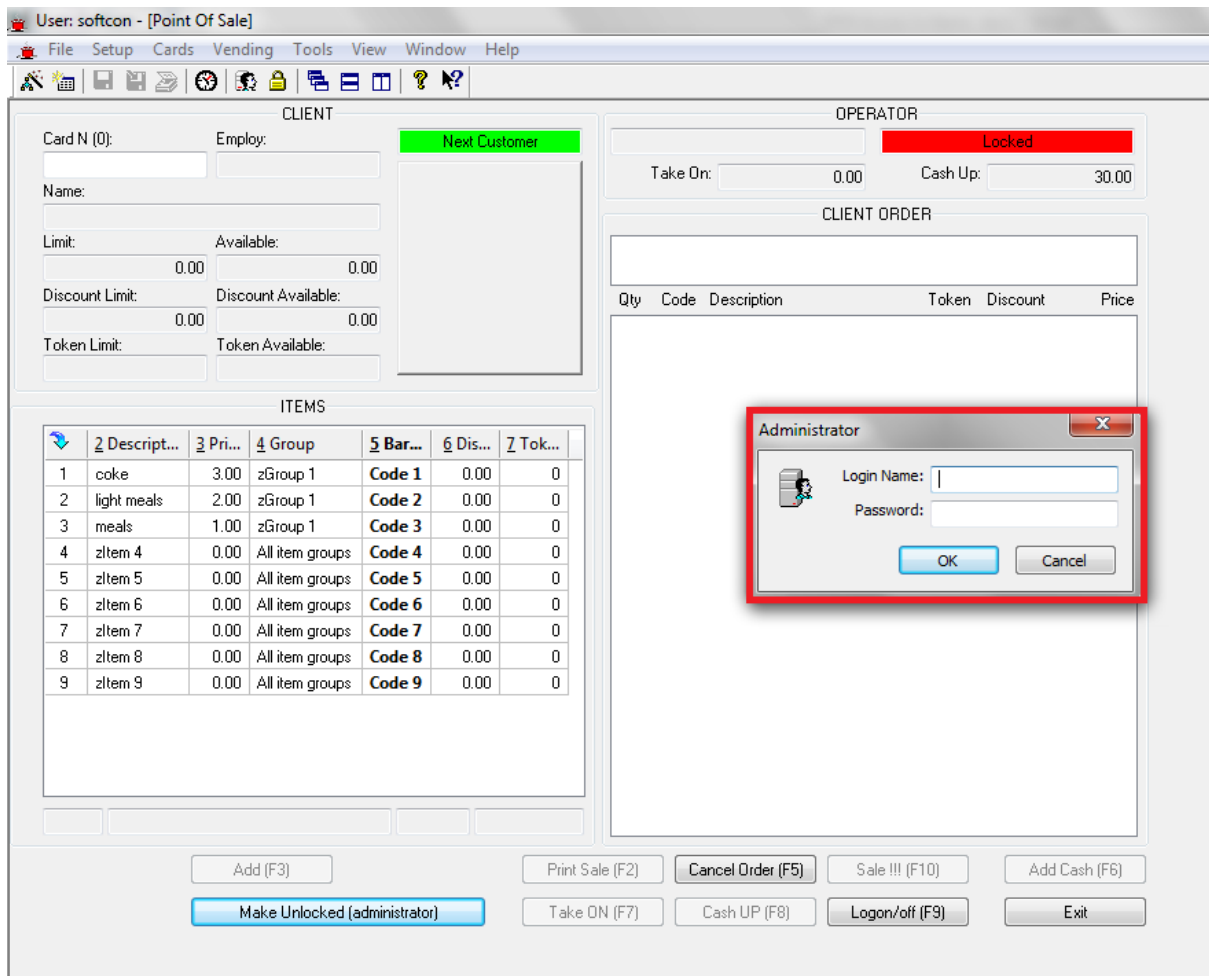


Figure 1.15

- After the administrator has inserted his password then the “Take ON” and “Cash UP” button will be active (See Figure 1.16).

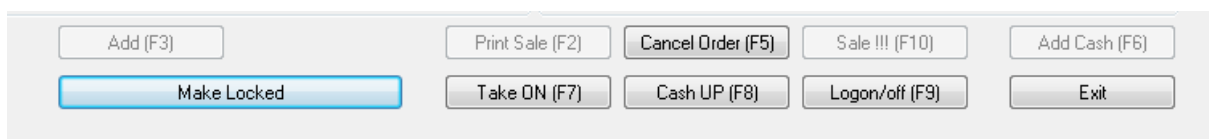


Figure 1.16