

UNIWELL POS AUSTRALIA

SELF HELP


SALES TYPE



Details	Description
Revision No.	20210216
Hardware / Firmware	All HX Models – V4.00 to Current
Equipment	Uniwell POS Terminal
Author	GD

Requirements	Description
Pre Requisites	PLU programming and Reports
Duration	Expected time to complete
Related Documents	
Additional Information	None

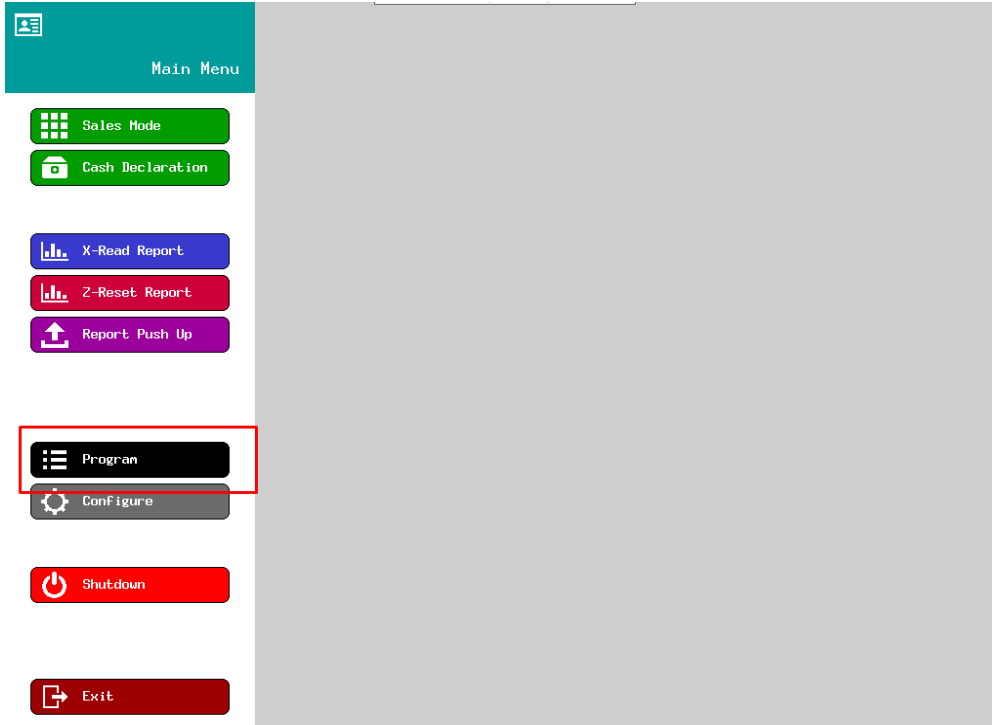
Outcome

 *Understanding the functionality of Sales Type*

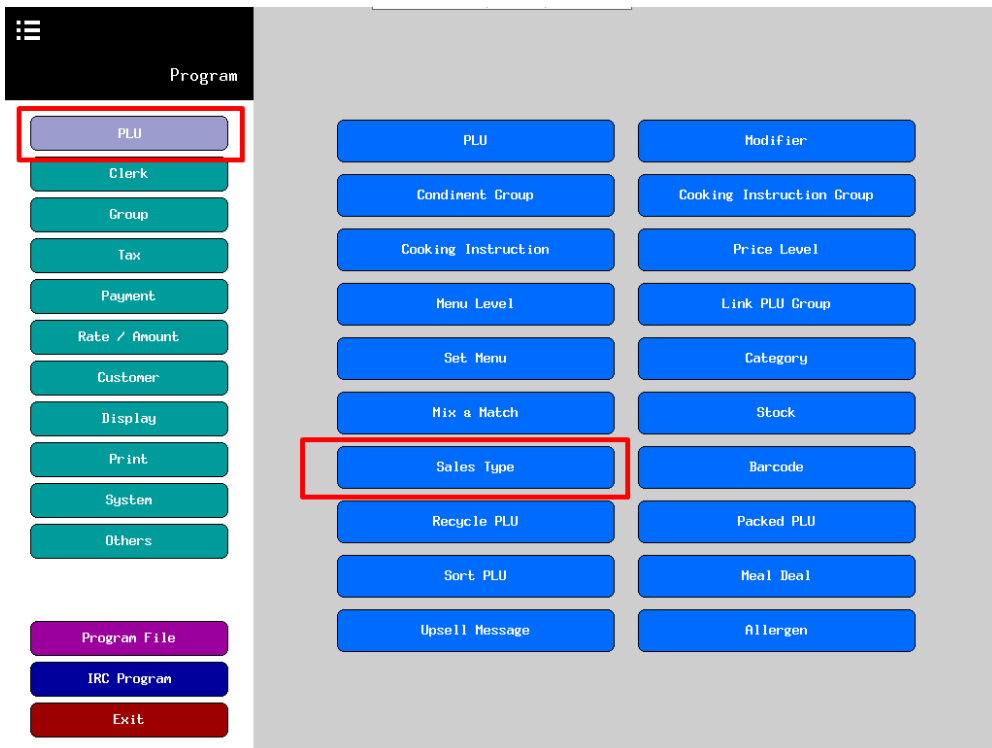
The 'sales type' feature is simplistic in nature but an invaluable reporting tool to gauge staff response to selling. i.e today we want to push the sale of one or more products and we want to incent the staff to do this by way of reward if they meet a set target. This setting will allow you to do just that with minimal setup.

*** Start Of Self Help Instructions ***

1. Exit sales screen and Select the PROGRAM button.



2. Press on the 'SALES TYPE' button and rename the 4 options to reflect each purpose., once complete press OK and save and exit



- Press on the blue 'PLU' button. We want to promote the sale of Chilli Sauce and Garlic sauce and to do this we need to allocate them to a sales type to track them. Select the PLU and in the 'GENERAL' tab select sales type. Do this all products, its important t note here that no other PLU has this sales type connected to it so now is a good time to disconnect any other product from the special sauce sales type. Press OK to save and exit.

The screenshot shows the PLU configuration interface. On the left, a list of PLU names is shown, with 'Chilli Sauce' and 'Garlic Sauce' highlighted. The right side shows the 'GENERAL' tab for the selected PLU. The 'Sales Type' dropdown is set to 'SPECIAL SAUCE' and is highlighted with a red box. Other fields include Code (000000000000001403), Name (Chilli Sauce), Category (-- CHIPS a SALAD --), and Price levels (Level 1: 2.00, Level 2: 2.00, Level 3: 0.00, Level 4: 0.00, Level 5: 0.00, Level 6: 0.00, Level 7: 0.00). The 'Tax' section has 'Tax 1' checked. The 'Stock Manage' section is also visible.

- To track performance exit the sales screen and enter "X-READ Report" →CLERK→CLERK SALES

The screenshot shows the 'X-Read Report' screen. On the left, a vertical menu lists various report options: Transaction, PLU, Clerk, Group, Customer, Table / Track, EJP, Others, and Dump Report. The 'Clerk' option is highlighted with a red box. In the main area, there are four buttons: 'Clerk Sales' (highlighted with a red box), 'Clerk Table / Track', 'Clerk Time and Attend', and 'Clerk PLU Sales'.

- Select Individual report and the clerk followed by the ENTER button to view results.

X-Read Report
 Clerk Sales

Level

1st Level

Date

From

To

Individual

CLERK 001

Enter

IRC Report

Exit

Description	Count	Value
Individual		

CLERK 001		
AVERAGE SALES		\$34.62
DRAWER TOTAL		
CASH	19	\$833.43
EFTPOS	1	\$4.00

TOTAL		\$837.43
ROUND DIFFER		\$0.00
NET CHARGE		\$25.00
TRANSFER OUT		\$0.00

TOTAL		\$862.43

POUCH TOTAL		\$4.00
TRANSACTIONS	20	
CORRECTED	1	\$0.00

VOUCHER IN	3	\$170.00
COMBO		\$576.43
FAMILY MEALS		\$66.00
SPECIAL SAUCE		\$50.00

TOTAL		\$692.43
ADD-ON TAX		\$0.00
TRANSFER IN		\$0.00

TOTAL		\$1032.43

CLERK 001	X:000014	
047-001-000058-0001		16/02/2021 19:40

Save Report

Print

***** End Of Self Help Instructions *****