

HelpSheet009.

Handling Commidea Off Line Sales.

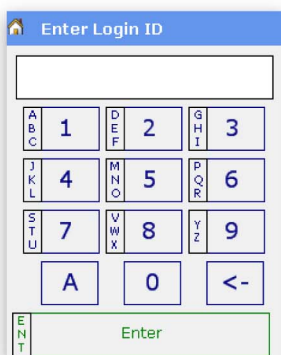


Following a review of our support calls and account management feedback we have compiled this help sheet to clarify the processes involved in submitting off line sales raised in Commidea prior to KCPOS Version 2.19.00.

If transactions are taken offline then the sales maybe stored on the till depending on its configuration. Once the connection to the internet is restored you MUST submit these transactions by:

Go to Manager Menu, then select till functions and then choose the Close Till option.

Select this  icon by the clock in the bottom right of the screen.



Log on to the software with the log on ID and pin provided on installation of your system.



Select Transaction Management

Choose to Submit Offline Txns

Once this has completed choose Cancel until you are returned to the first menu then choose Log Off.

If you have any queries at all regarding this or any other matter please do not hesitate in contacting any member of the Retail Support Team.

Select Menu

