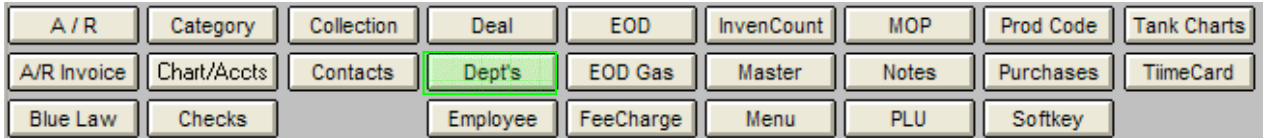




The main toolbar is active in ALL views.

DEPARTMENTS



1. You can never add a fuel department and fuel departments are never sent to the Verifone Register. You must add them at the Verifone Register.
2. Click on 'Dept' button. The screen now looks like this:

Browse: DEPT All fields

Dept	Dept Sales	Plu	Plu Sales											
Dept	Dept Name	Product Co	Nega	Fuel	Fee	Char	Tax1	Tax2	Tax3	Tax4	Food	Category	Minimum	
1	1	AUTOMOTIVE	14	C	N		N	Y	N	N	N		.00	
2	2	BAGGED ICE	7	N	N		Y	N	N	N	N		.00	
3	3	CANDY GUM MINTS	7	N	N		N	Y	N	N	N		.00	
4	4	CHIPS SNACKS DIP	7	N	N		N	Y	N	N	N		.00	
5	5	CIGARETTES	35	C	N		N	Y	N	N	N		.00	
6	6	DAIRY	7	N	N		Y	N	N	N	N		.00	
7	7	FOUNTAIN SODA-CO	7	N	N		N	Y	N	N	N		.00	
8	8	FROZEN	7	N	N		Y	N	N	N	N		.00	
9	9	GROCERY	7	N	N		Y	N	N	N	N		.00	
10	10	GROCERY HIGH TAX	7	N	N		N	Y	N	N	N		.00	
11	11	HEALTH & BEAUTY	7	N	N		Y	N	N	N	N		.00	
12	12	HOT FOODS	7	N	N		N	Y	N	N	N		.00	
13	13	ICE CREAM	7	N	N		Y	N	N	N	N		.00	
14	14	JERKY AND NUTS	7	N	N		Y	N	N	N	N		.00	
15	15	LOTTO ONLINE	7	N	N		N	N	N	N	N		.00	
16	16	NEWSPAPERS	7	N	N		N	N	N	N	N		.00	
17	17	GENERAL MERCHAND	7	N	N		N	Y	N	N	N		.00	
18	18	PHONE CARDS	7	N	N		N	Y	N	N	N		.00	
19	19	SODA	7	N	N		N	Y	N	N	N		.00	
20	20	SUNGLASSES	7	N	N		N	Y	N	N	N		.00	
21	21	TOBACCO	36	T	N		N	Y	N	N	N		.00	
22	22	WATER & JUICES -	7	N	N		Y	N	N	N	N		.00	
23	23	WATER & JUICES -	7	N	N		N	Y	N	N	N		.00	
24	24	BEER	37	E	N		N	Y	N	N	N		.00	
25	25	WINE	38	V	N		N	Y	N	N	N		.00	
26	26	LIQUOR	39	L	N		N	Y	N	N	N		.00	
27	27	PIZZA	7	N	N		N	Y	N	N	N		.00	
28	28	ATM	7	N	N		N	N	N	N	N		.00	
29	29	ENERGY DRINKS	7	N	N		N	Y	N	N	N		.00	
30	30	GIFT CARD	7	N	N		N	N	N	N	N		.00	
31	32	HOUSE CHARGES	7	N	N		N	N	N	N	N		.00	
32	101	REG-UNLEAD	2	L	N	Y	N	N	N	N	N		.00	
33	102	MID-GRADE	16	N	N	Y	N	N	N	N	N		.00	
34	103	PREMIUM	3	F	N	Y	N	N	N	N	N		.00	
35	104	DIESEL	6	C	N	Y	N	N	N	N	N		.00	
36	105	E85	25	N	N	Y	N	N	N	N	N		.00	
37	106	INSTANT LOTTERY	7	N	N		N	N	N	N	N		.00	

3. Bringing up a department record.
 - a. Click on the name of the department you want to look at.
 - b. Bring it into Record Mode.

Record: DEPT All fields

Dept Dept Sales Plu Plu Sales

Department#: 18 PHONE CARDS

RUBY QUESTIONS		Misc	
Product Code	7	GL#	1 test
Negative Dept?	N	Non-Retail?	N
Fuel Dept?	N	Include in EOD?	Y
Fee Charge		Add to Payouts?	N
Tax1?	N Low Tax .01000	Gross Profit Bass %	0
Tax2?	Y High Tax .06750		
Tax3?	N .00000		
Tax4?	N .00000		
Food Stamp?	N		
Category			
Minimum	.00		
Maximum	.00		
Alcohol ID?	N		
Tobacco ID?	N		
Special Discount	N		
Blue Law 1	N		
Blue Law 2	N		
Fractional Quantity	N		
Hidden Dept?	N		
Loyalty Redeem Eligible	N		
Money Order	N		

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- c. When filling out the 'Include in EOD?' and 'Add to Payouts?' fields, you can answer YES to only 1 of them. You can; however, answer NO to both of them.
 - i. If you answer YES to 'Include in EOD?', the department totals will be included in the sales for the day.
 - ii. If you answer YES to 'Add to Payouts?', the department totals will be added to the Other Payouts.
 - iii. If you answer NO to both, the department totals will be added to the Pay-Ins.
1. Tax Questions:
 - a. Answer Y or N to any taxes that apply.
2. Product Code:
 - a. Each Major Oil Company has their own Product Code specifications, these cannot be changed.
 - b. Each department must have a Product Code.