

Preset Payment Tab

Administrator / System Setup / Preset Payment

This tab has to do with the management of money with respect to preset payments, pay-ins and pay-outs, and tender balancing.

The screenshot shows a window titled "System Setup Options" with a close button (X) in the top right corner. The window has a tabbed interface with the following tabs: System, Taxes, Company Info, POS Reports, Preset Payment (selected), Orders, Defaults, Collaboration, Email Setup, Advanced, and Security. The "Preset Payment" tab is active and contains the following settings:

- Auto Apply Preset Payment
- Allow Pay Ins/Pay Outs
- Tender Balancing:
 - Balance on Cashout
 - Balance on End of Day
- Preset Payment 1: 100
- Preset Payment 2: 50
- Preset Payment 3: 20
- Preset Payment 4: 10
- Preset Payment 5: 5
- Preset Payment 6: 1

At the bottom of the window, there is a blue bar with a globe icon on the left, a small icon in the center, and a "Close Form" button with a red X icon on the right.

Auto Apply Preset Payment

When checked, this tells the system to presume that preset payments are cash. For example, if this is checked, and a server placing an order selects the 100 preset payment button on the Finish Screen, PixelPoint will assume a customer has given the server a \$100 cash bill. If unchecked, it will accept \$100 as payment, but will ask you to select the method of payment (such as a foreign currency) instead.

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Each of these fields that has a value makes a custom function button appear on the front-end Finish Screen. Each field represents a fixed amount of currency. For example, say the total of a check is \$86.53 and the customer gives you a \$100 bill. Rather than selecting three separate buttons, [1] [0] [0], on the keypad, you can simply select the [100] button on the Finish screen (see the image below). When you select the method of payment, the system will then calculate and display the appropriate change.

You can apply up to six preset payment values. If a field is left blank, the button will not appear on the Finish Screen. In the image below, there are four preset

payment buttons.

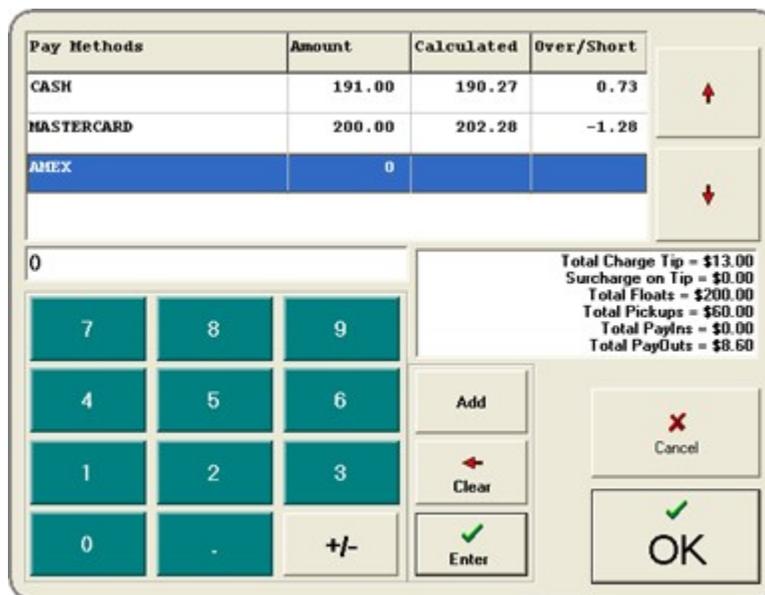


Allow Pay Ins/Pay Outs

Determines whether you can process pay-ins and pay-outs at the front end. If checked, [Pay In] and [Pay Out] will be present on the Your Settings screen.

Tender Balancing

You can apply tender balancing in one of two ways. If you select the 'Balance On Cashout' option, the tender balance screen will be incorporated into the Employee Cash Out process. When you select [Cash Out] at the front end, the tender balance screen (shown below) will appear and prompt you to enter values for each applicable method of payment.



If you select the 'Balance On End of Day' option, the tender balance function will take place as part of the End of Day process. In this case, you can access the tender balance screen by selecting [Tender Balance] on the Sales Functions sub-menu of the Manager Functions Menu at the front-end. The totals entered there, however, are for the entire establishment, not just one employee. For more

information about Tender Balancing, see the PixelPoint User's Guide.