



Ticket History

Ticket History view allows user to view POS Entry (cash register) sales transaction tickets / receipts. User able to preview and print the sales tickets / receipts.

Below actions are available under **"Ticket History"**:

 View and search for ticket history (POS transaction) details

 Preview and print the sales tickets / receipts

Ticket History

Customer: < Select All > Cash Register: TCS001-CR04 - TCS Orchard - Cash Register 04 Search

Year: Year 2016 From: Till: Sales Staff: < Select All >

Date	Receipt #	Customer	Mobile	Sales Staff	Sales Amt	Total Qty	Sales Returns Amt	Sales Returns Qty	Grand Total	Points	Status	Paid On
Aug 26, 2016	CR04-16-0826014					-1	\$5125.00	1	(\$5125.00)		Closed	Aug 26, 2016 5:03:21 PM
Aug 26, 2016	CR04-16-0826013	Judy Hopps	+65 98745632		\$5120.00		\$580.00	1	\$540.00	40	Closed	Aug 26, 2016 4:59:10 PM
Aug 22, 2016	CR04-16-0826012	Emma Winston	+65 95135788	Chris	\$590.00	1	(\$513.20)	2	\$90.00	90	Closed	Aug 22, 2016 5:42:51 PM
Aug 19, 2016	CR04-16-0819010	Peter Foxx		Chris	\$51,243.80	12			\$51,243.80	1,244	Closed	Aug 19, 2016 3:30:55 PM
Aug 19, 2016	CR04-16-0819009	Peter Foxx		Chris	\$5930.00	8			\$5930.00	930	Closed	Aug 19, 2016 12:06:55 PM
Jul 29, 2016	CR04-16-0729008	Tony Starr			\$539.00	30			\$528.00	28	Closed	Jul 29, 2016 11:10:49 AM
Jul 29, 2016	CR04-16-0729007				\$539.00	30			\$527.00		Closed	Jul 29, 2016 11:09:55 AM
Jul 29, 2016	CR04-16-0729006	Taylor Swift			\$5212.00	7			\$5194.04	194	Closed	Jul 29, 2016 11:03:46 AM
Jul 29, 2016	CR04-16-0729005				\$5216.00	6			\$5193.16		Closed	Jul 29, 2016 11:02:37 AM
Jul 29, 2016	CR04-16-0729004				\$5190.00	2			\$5190.00		Closed	Jul 29, 2016 10:57:54 AM
Jul 29, 2016	CR04-16-0729003	Judy Hopps	+65 98745632		\$5170.00	2			\$5156.00	156	Closed	Jul 29, 2016 10:57:20 AM
Jul 25, 2016	CR04-16-0725001	A T Chen			\$56.50	5			\$56.50	7	Closed	Jul 25, 2016 3:16:44 PM
Jul 25, 2016	CR04-16-0725000				\$5110.00	1			\$5110.00		Closed	Jul 25, 2016 12:04:40 PM

Status: < All Tickets > 14 Total SGD: \$53,070.30 1 of 14

Ticket History

Date: 29/08/2016 Receipt: < -AUTO-GENERATED-> Cash Register: Ticket Register: Drafted

Cashier: Sales Staff: Document Note:

Customer: Points: 0

Sales Returns Free Items Applied Promotion

#	Barcode	Description	UOM	Quantity	Unit Price	Discount	Nett Price	Total Amt	Add Points
1				0					

Payment Means

#	Payment Means	Amount

Cash Received: Change Amount:

Sales Amt: Total Qty: Total Tax: Total Promo Discount: Sales Returns Amt: Total Amt: Discount: Total Tender Discount:

Grand Total

Field Name	Description	Mandatory Information
Date	Date of the sales transaction	Y
Receipt	Receipt number of the sales transaction	Y
Cash Register	Cash register code and name	Y
Ticket Register	Ticket grouping number for a session of opened cash register until it is closed. This is used as reference number for Point of Sale invoice posting	Y
Cashier	Cashier's name	Y
Sales staff	Sales staff who attended the customer	N
Customer	Registered customer's name	N
Loyalty Join On	Date when customer joined store's loyalty program	N
Points	Customer's loyalty points balance	N
Document Note	Additional note on the sales transaction	N
#	Product / item line number in the sales ticket	Y
Barcode	Barcode of the product	Y
Description	Description of the product	Y
Quantity	Quantity of the product customer is purchasing / returning	Y
Unit Price	Unit price per product	Y
Discount	Discount (% or amount) per product	Y
Nett Price	Nett price per product	Y
Total Amt	Total amount of the product customer is purchasing / returning after discount	Y
Add Points	Add (loyalty) points for registered customer for purchase of the product	Y
Sales Amt	Total value of sale of products for the transaction	N
Sales Returns Amt	Total value of returned of products for the transaction	N
Total Qty	Total number of quantity of products for the transaction (sale and return)	Y
Total Amt	Total amount for the transaction (sale and return)	Y
Total Tax	Total tax for the transaction (sale and return)	N
Discount	Total discount for the transaction	N
Total Promo Discount	Total discount for the applied promotion(s)	N
Total Tender Discount	Total discount for the applied tender / payment means	N
Grand Total	Total amount for the transaction after discount (sale and return)	Y
Cash Received	Total cash received for the transaction	N
Change Amount	Total amount of change to customer for the transaction	N

View and Search for Ticket History (POS transaction) Details

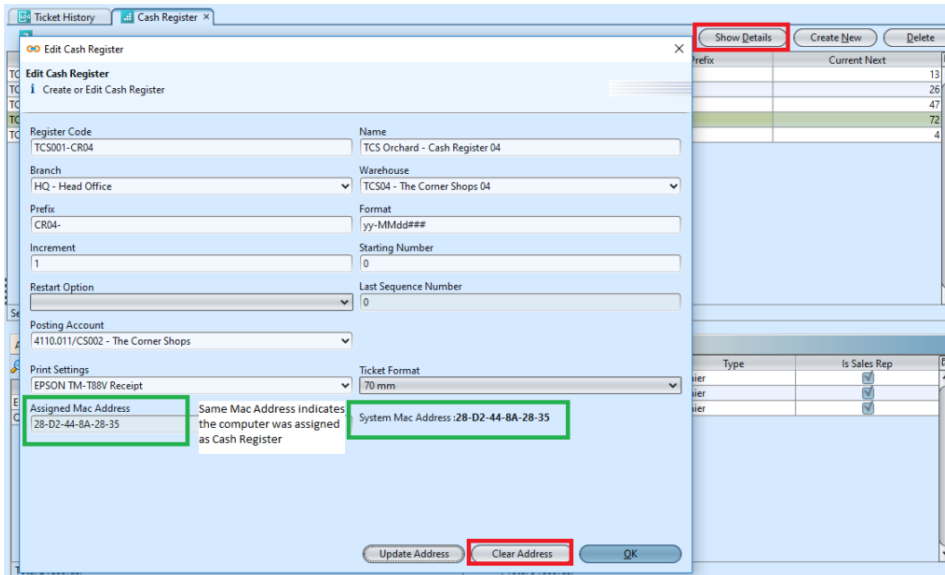
1. Click on "**Ticket List**" tab at the bottom of screen
2. Enter search parameter to filter the result, or type in the search textfield at the bottom of the screen. Click **Search** button to refresh the list.

Date	Receipt #	Customer	Mobile	Sales Staff	Sales Amt	Total Qty	Sales Returns Amt	Sales Returns Qty	Grand Total	Points	Status	Paid On
Aug 26, 2016	CR04-16-0826014					-1	\$125.00	1	(\$125.00)		Closed	Aug 26, 2016 5:03:21 PM
Aug 26, 2016	CR04-16-0826013	Judy Hopps	+65 98745632		\$120.00		\$580.00	1	\$460.00	40	Closed	Aug 26, 2016 4:59:10 PM
Aug 26, 2016	CR04-16-0826012					-2	\$13.20	2	(\$13.20)		Closed	Aug 26, 2016 4:54:33 PM
Aug 22, 2016	CR04-16-0822011	Emma Winston	+65 95135788	Chris	\$590.00	1			\$590.00	90	Closed	Aug 22, 2016 5:42:51 PM
Aug 19, 2016	CR04-16-0819010	Peter Foxx			\$1,243.80	12			\$1,243.80	1,244	Closed	Aug 19, 2016 3:30:55 PM
Aug 19, 2016	CR04-16-0819009	Peter Foxx		Chris	\$930.00	8			\$930.00	930	Closed	Aug 19, 2016 12:06:55 PM
Jul 29, 2016	CR04-16-0729008	Tony Starr			\$39.00	30			\$28.00	28	Closed	Jul 29, 2016 11:10:49 AM
Jul 29, 2016	CR04-16-0729007				\$39.00	30			\$27.00		Closed	Jul 29, 2016 11:09:55 AM
Jul 29, 2016	CR04-16-0729006	Taylor Swift			\$212.00	7			\$194.04	194	Closed	Jul 29, 2016 11:03:46 AM
Jul 29, 2016	CR04-16-0729005				\$216.00	6			\$193.16		Closed	Jul 29, 2016 11:02:37 AM
Jul 29, 2016	CR04-16-0729004				\$190.00	2			\$190.00		Closed	Jul 29, 2016 10:57:54 AM
Jul 29, 2016	CR04-16-0729003	Judy Hopps	+65 98745632		\$170.00	2			\$156.00	156	Closed	Jul 29, 2016 10:57:20 AM
Jul 25, 2016	CR04-16-0725001	A T Chen			\$56.50	5			\$56.50	7	Closed	Jul 25, 2016 3:16:44 PM
Jul 25, 2016	CR04-16-0725000				\$110.00	1			\$110.00		Closed	Jul 25, 2016 12:04:40 PM

NOTE: If user's computer was assigned to a Cash Register, user will only able to view Ticket History from the Cash Register.

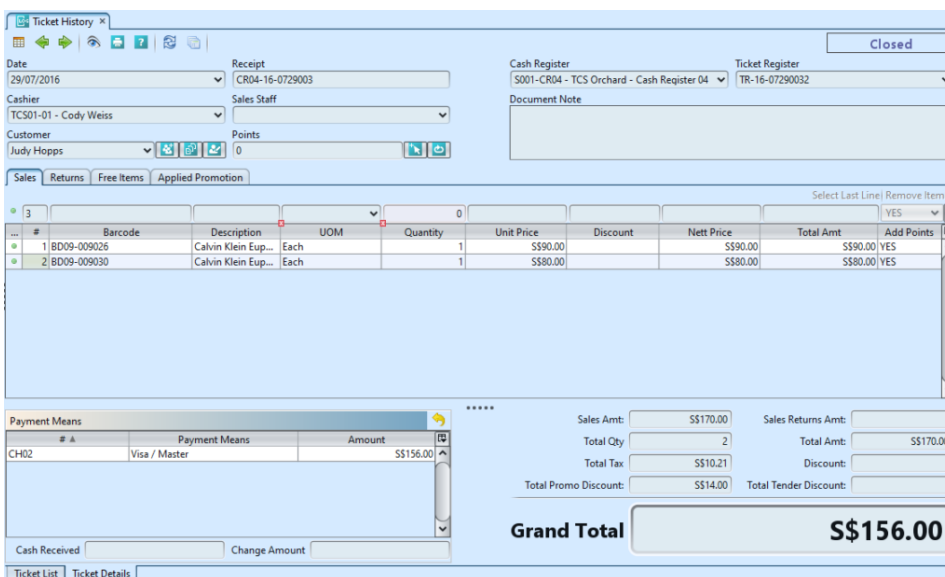
To view all Cash Registers Ticket History, user will need to un-assigned their computer from being linked with any of the Cash Register. Follow the following steps to do so:

1. Open POS (Masters) Cash Register
2. Select the Cash Register then click "**Show Details**" button
3. Check if the same value in "**Assigned Mac Address**" and "**System Mac Address**". If so click "**Clear Address**" button. This will allow user to view ALL Cash Register tickets in Ticket History.



3. Result can be sorted alphabetically by clicking the fields' columns

4. Double click on transaction ticket to view from the records table, it will bring up the details for the selected transaction ticket on the form at the **"Ticket Details"** tab




Preview and Re-Print the Retail Sales Tickets / Receipts

1. Click on **"Ticket List"** tab at the bottom of screen

2. Double click on transaction ticket to view from the records table, it will bring up the details for the selected transaction ticket on the form at the

"Ticket Details" tab

3. Click on print  button, it will pop up windows with options to:

 Print

 Export (to PDF / Excel File)

 Preview

 Cancel
