

SQL-POS Close Counter process.

Who should use Transact. Date : **Didn't do overnight business**

Group Type Date

☐ Free ☒ Force to close counter

☒ Transc. Date ☐ Open Counter Date ☐ Close Counter Date

Who should use Open Counter Date & Close Counter Date?

Do overnight business or going to close counter in middle business.


Date	Time	Bill no	Amount
01/01/2020	10:00am	CS0001	10.00
01/01/2020	1:00pm	CS0002	20.00
01/01/2020	5:00pm	CS0003	30.00
01/01/2020	9:00pm	CS0004	40.00
01/01/2020	10:00pm	Close Counter (Transc Date)	Total Close amount : 100.00
02/01/2020	9:00am	CS0006	50.00
02/01/2020	9:00pm	CS0007	60.00
02/01/2020	10:00pm	Close Counter (Transc Date)	Total Close amount : 110.00

Date	Time	Bill no	Amount
01/01/2020	10:00am	CS0001	10.00
01/01/2020	1:00pm	CS0002	20.00
01/01/2020	5:00pm	CS0003	30.00
01/01/2020	9:00pm	CS0004	40.00
01/01/2020	10:00pm	CS0005	50.00
02/01/2020	9:00am	CS0006	60.00
02/01/2020	10:00pm	Close Counter (Open Date) Sales belong to date: 01/01/2020 Close Counter (Close Date) Sales belong to date: 02/01/2020	Total Close amount : 210.00

Group Type Date

☐ Free ☒ Force to close counter

When using Transc. Date mode, system is force to close counter each day, if didn't implement close counter policy , choice Free mode.



Close Counter

Close Counter

Counter ID : C1
Status : Open
☐ View Date

Open On : 02/01/2020 10:00pm

☐ Print Summary
☒ Print CLOSE COUNTER REDEMPY
☐ Email to HQ
☒ Open Post Screen

Summary
Cash Calc.

Cash Drawer :
Cashier ID : ADMIN
Change

Opening Balance : 100.00
Cash Sales : 210.00
Cash In / Out : 0.00
Cash Balance : 310.00

Sales Summary :

Total Sales : 210.00
Sales Return Amount 0.00
Void Amount : 0.00
Total Sales - SR : 210.00
Total Discount : 0.00

Reprint
Cash in / Out : SO Deposit Amt: 0.00
SO Balance Amt: 0.00

DateTime	Description	Cash In	Cash Out
Total Cash / Out 0.00			

Collected Payment:

Payment Type	Amount
CASH	210.00
Total 210.00	

CLOSED Counter

Close

[Auto Email sales report after close counter](#)

May assign cashier to hide the summary report on user right setting screen.

Access Rights		
POS	Stock Item	Counter
Close Counter		<input checked="" type="radio"/> Yes <input type="radio"/> No
Can View Summary		<input type="radio"/> Yes <input checked="" type="radio"/> No
Can skip Key in counted Cash		<input type="radio"/> Yes <input checked="" type="radio"/> No

During close counter, cashier can't see the summary value.

Cashier may in cash sheet for counting cash value.

Summary	Cash Calc.																																										
Enter Cash Balance by : <input type="radio"/> Total Only <input checked="" type="radio"/> Cash Sheet <input type="button" value="+"/> <input type="button" value="Add"/> <input type="button" value="-"/>																																											
Open Cash	<table border="1"><thead><tr><th>Value</th><th>Quantity</th><th>Sub Total</th></tr></thead><tbody><tr><td>100.00</td><td></td><td></td></tr><tr><td>50.00</td><td>4</td><td>200.00</td></tr><tr><td>20.00</td><td></td><td></td></tr><tr><td>10.00</td><td>1</td><td>10.00</td></tr><tr><td>5.00</td><td></td><td></td></tr><tr><td>1.00</td><td></td><td></td></tr><tr><td>0.50</td><td></td><td></td></tr><tr><td>0.20</td><td></td><td></td></tr><tr><td>0.10</td><td></td><td></td></tr><tr><td>0.05</td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></tbody></table>	Value	Quantity	Sub Total	100.00			50.00	4	200.00	20.00			10.00	1	10.00	5.00			1.00			0.50			0.20			0.10			0.05											
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