

## Assigning Cash Register to Personnel

From the Main Menu select the following options:

# 7 Files

#17 Personnel Master

Enter Personnel Number: \_\_\_\_\_ (Field Exit)

Go to Screen 2 of 6

Cash Register: - Assign cash register id

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Personnel Maintenance (Screen 2 of 6)
Personnel Number-----: 025
Name-----: GENERIC SALES PERSON
Personnel Code C-0-S---: C
Current Year Previous Year
Employee Expenses--(.2): .....
Producing Hours----(.2): .....
Average Hourly Wage(.2): .....
(Calculated from Payroll Info if Personnel Number is also in Employee File)
Information below is only Applicable to SPSWR (Wholesale/Retail)
Cash Register-----: ... Cash Register: Cash Register Assigned If You
Are Using Cash Register Function
On Invoicing.
Display Cost on Invoice: Y. Enter Y to allow the viewing of cost of the part
being invoiced.
Authorization Password-: .....
Authorization Password allows the sales person to authorize exception credit
situations during invoicing. Examples would be override credit limit C.O.D.,
override past due C.O.D., override customer master C.O.D., and grant ability
to create an Accounts Payable Invoice from a credit invoice. Up to 5
characters may be entered and cannot be viewed except from this program.
ENTER - NO CHANGE (+) F2 - PAGE BACK (-)
F1 - UPDATE CHANGES F3 - 1st SCREEN F7 - EXIT PROGRAM
```

F1 Update Changes

F7 Exit

Tip: You must turn on the cash register function in the Location Master for the option to function. See Turning On the Cash Register Function support document.

For additional information, please call South Point Systems at 256-593-1337.