

# SamPOS Express

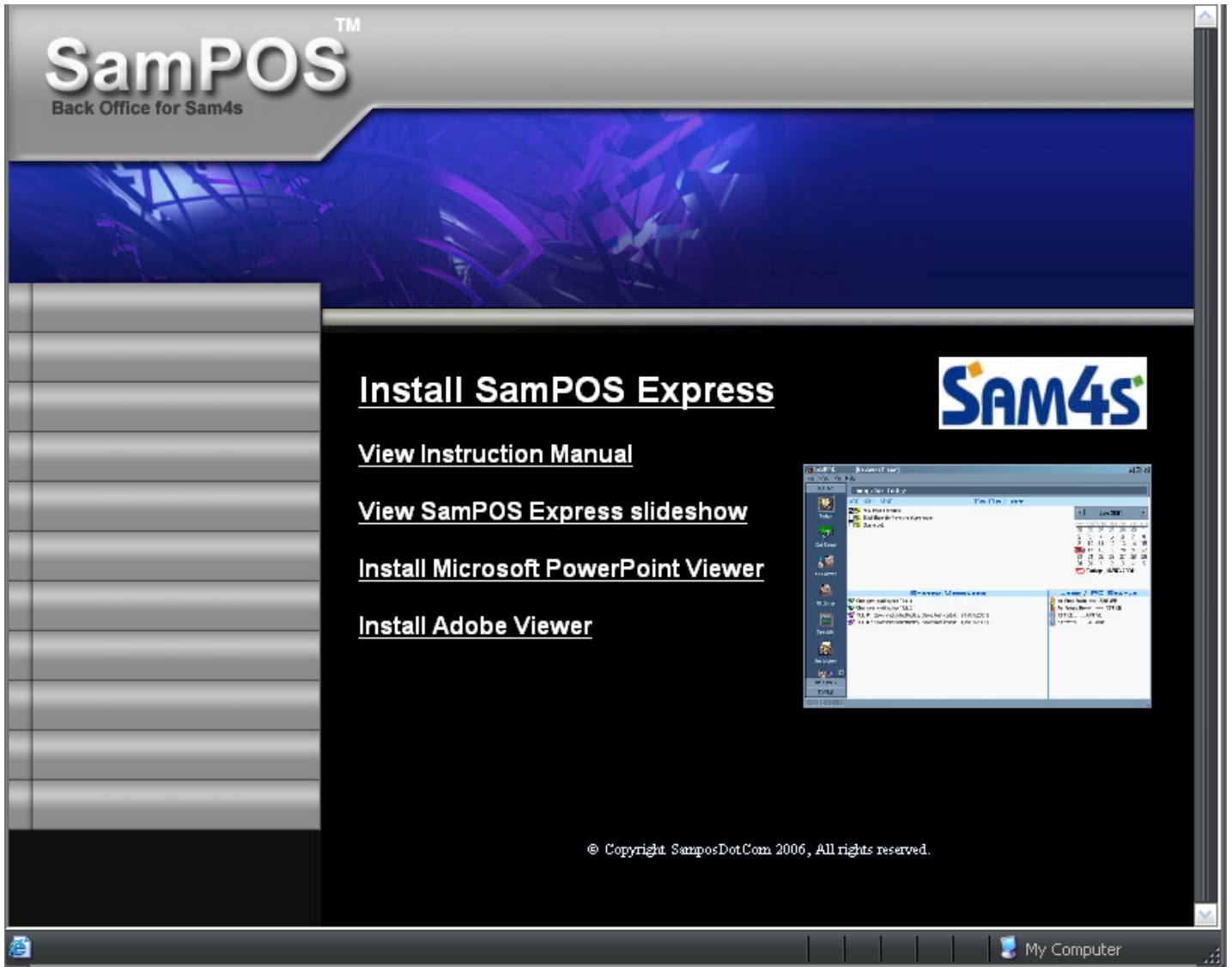
SamposDotComm Pty Ltd

10 July 2006  
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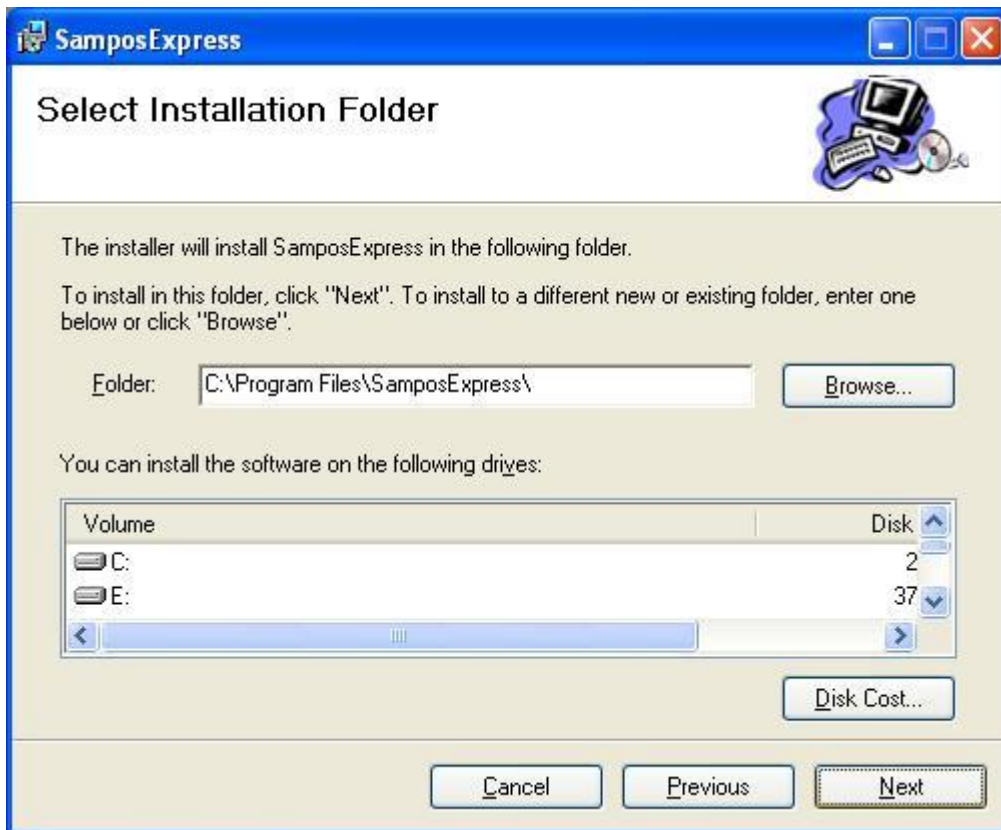
## QUICK START GUIDE

[Quick Guide to installation, setting up ECR's and importing Groups and PLU's from the register/s.]

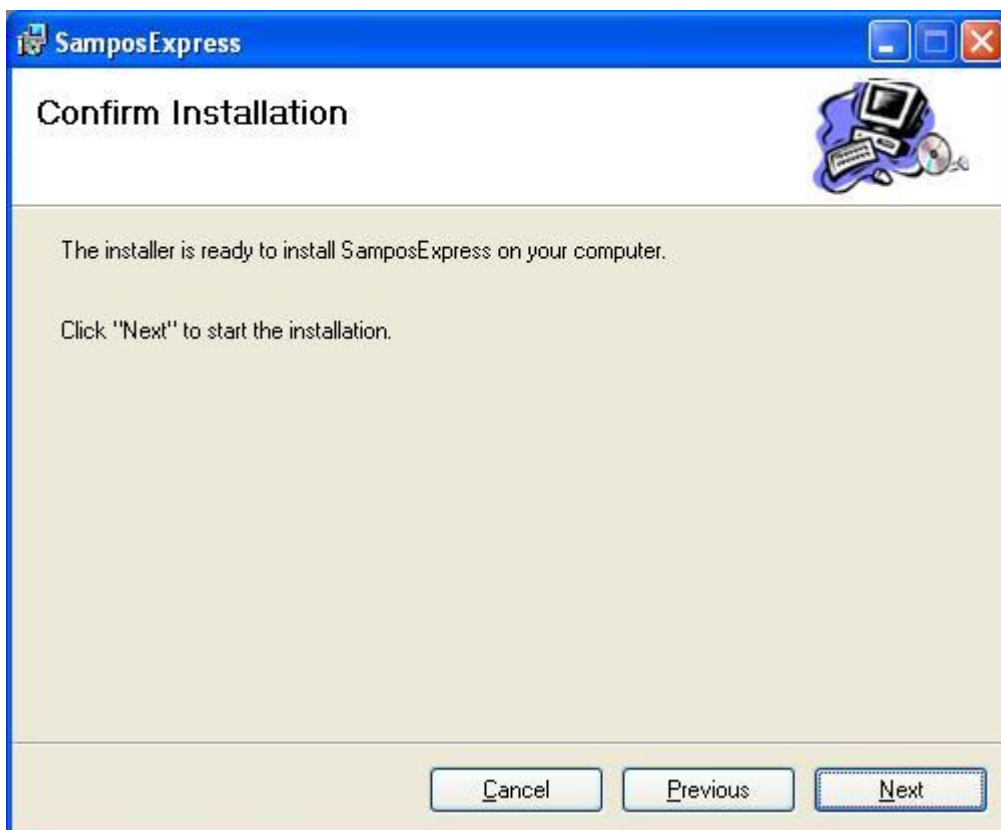
Insert the SamPOS CD and Installation will begin as follows. To begin, click on [\[Install samPOS Express\]](#)



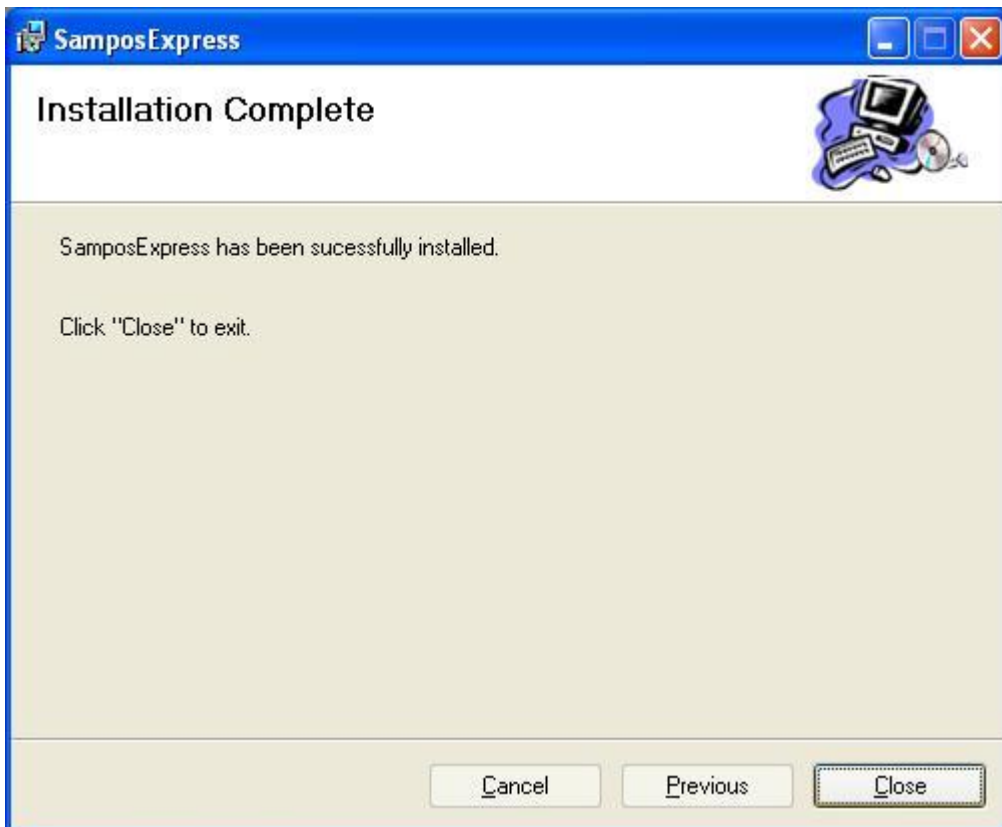
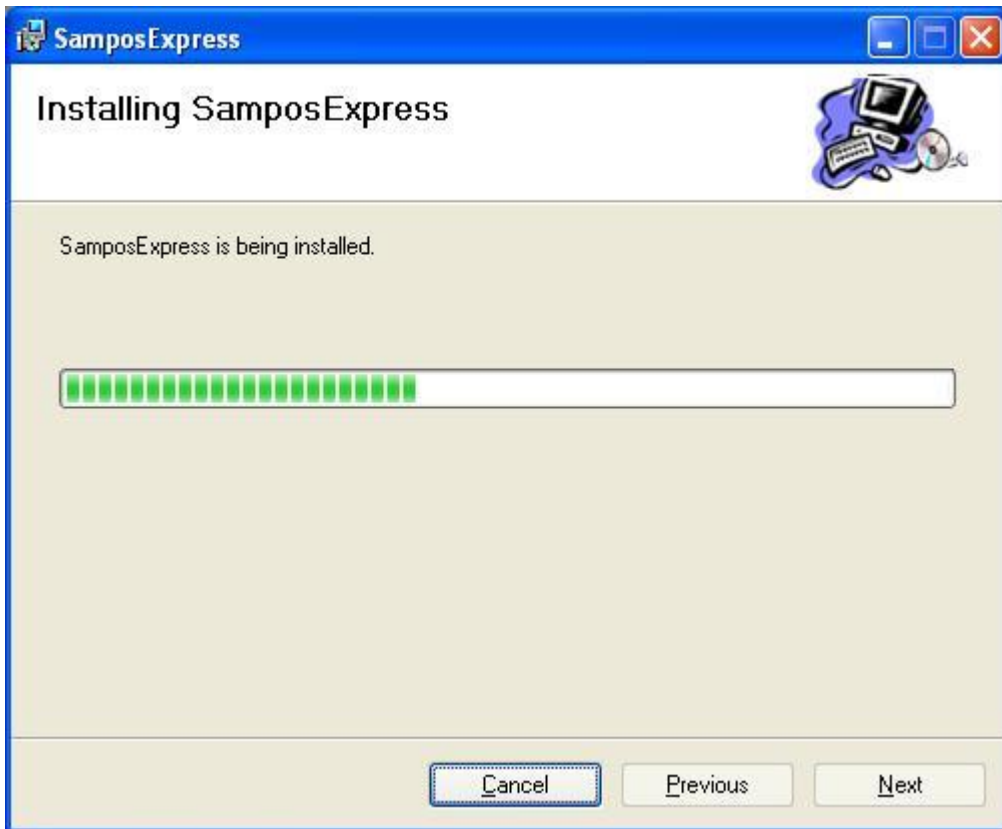
Click on [Next], then change the installation folder if desired.



Click on [Next],



Click on [Next], program will now install.



When done click on [Close]

Sampos can now be started here.



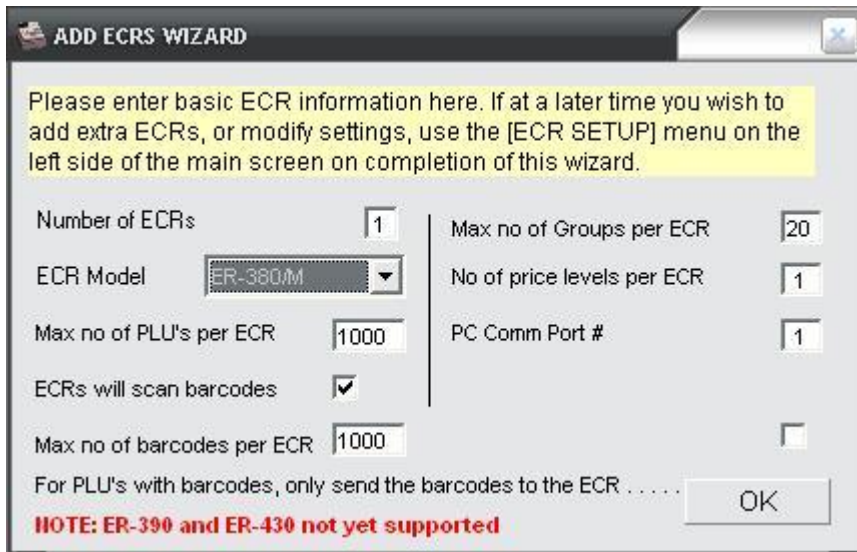
After a quick performance check , Sampos will ask for a Sampos administrator user name and password. This account will NOT be removable.

A screenshot of a 'Logon' dialog box. The title bar is blue and contains the word 'Logon'. The main text reads: 'As a first time user, please supply the following details. This user will be the default administrator account in the system.' Below this text are several input fields: 'Salutation' (a dropdown menu with 'Mr' selected), 'First Name' (text box with 'David'), 'Last Name' (text box with 'Smith'), 'Employee Number' (text box with '1'), 'Logon Name' (text box with 'dave'), 'Logon Password' (password field with 'xxxxxx'), and 'Confirm Password' (password field with 'xxxxxx'). At the bottom right are 'OK' and 'Cancel' buttons.

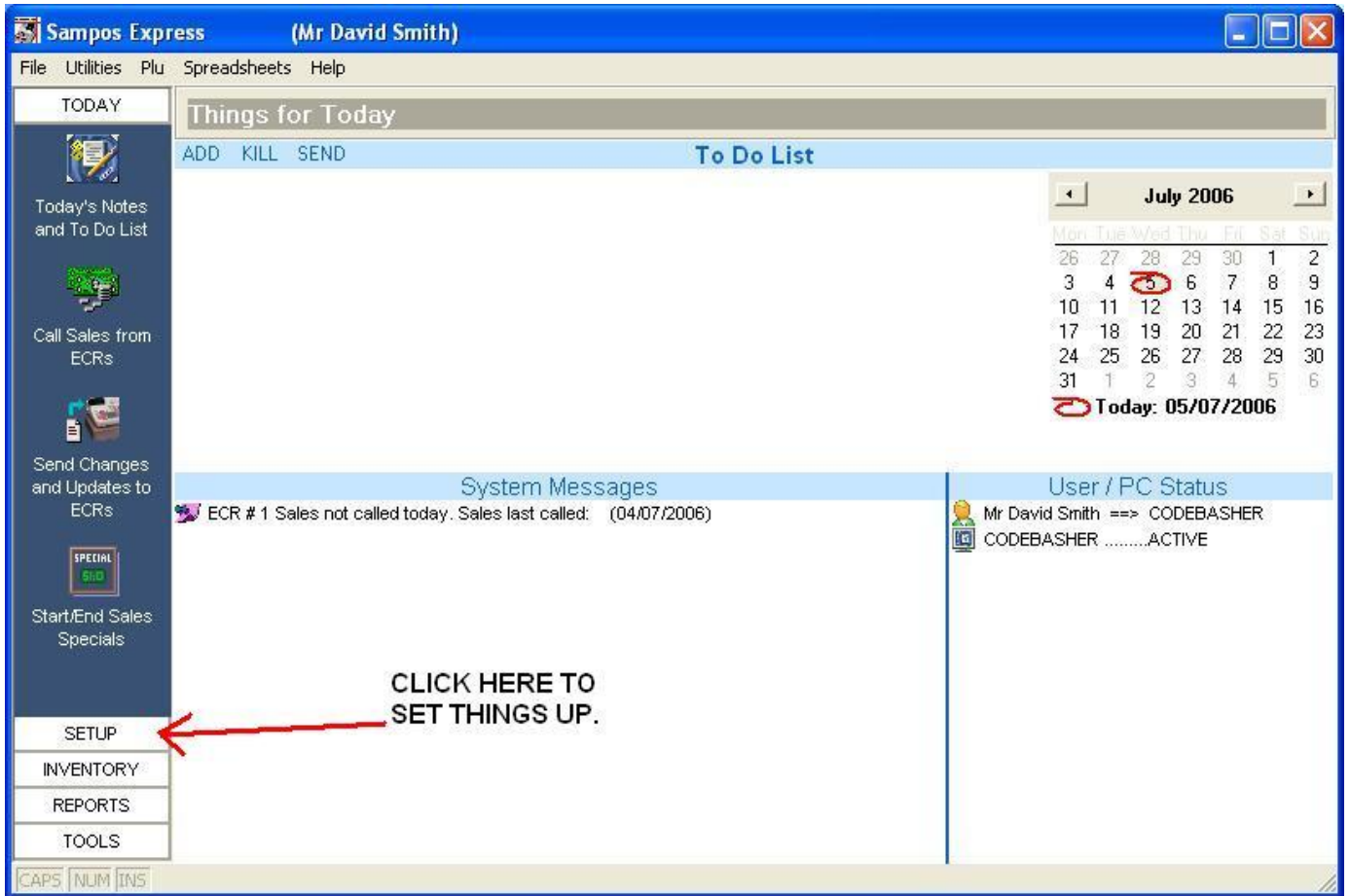
Sampos will remain fully functional for 30 days for requiring registration through your local Sam4S dealer.



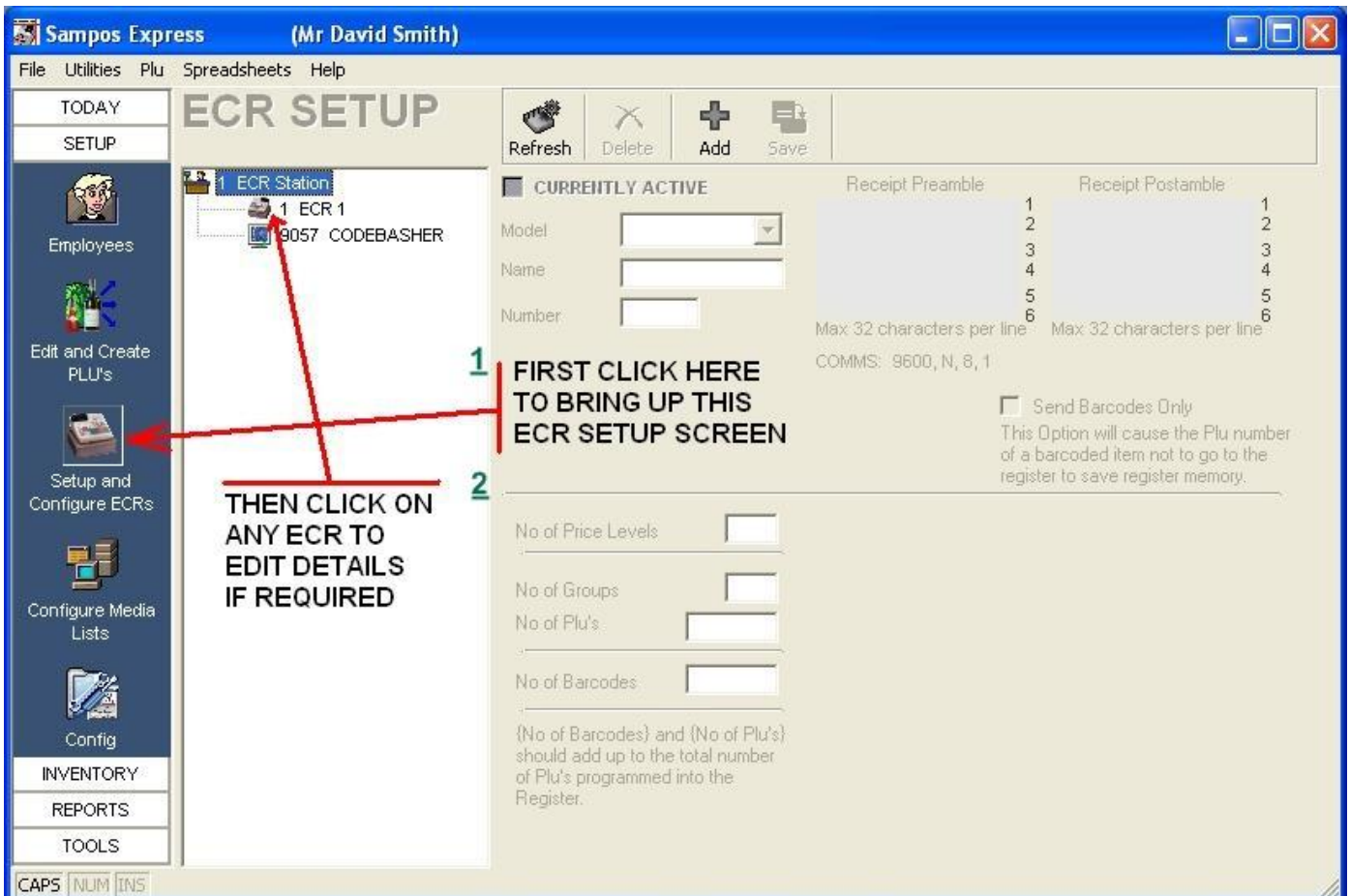
Next, select ECR model and it's parameters.



The main program will now start



To add extra ECR's this may be done here



Change any ECR settings as desired.

**ECR SETUP**

**CURRENTLY ACTIVE**

Model: ER-420  
Name: ECR 1  
Number: 1  
Comm Port #: COM:1  
Phone No:

No of Price Levels: 1  
No of Groups: 20  
No of Plu's: 1000  
No of Barcodes: 1000

(No of Barcodes) and (No of Plu's) should add up to the total number of Plu's programmed into the Register.

Receipt Preamble: 1-6  
Receipt Postamble: 1-6

COMMS: 9600, N, 8, 1

Send Barcodes Only  
This Option will cause the Plu number of a barcoded item not to go to the register to save register memory.

**HOW FULL IS THE ECR ( By % )**

100  
80  
60  
40  
20  
0

Plu  
Groups  
B/Code

Rather than enter PLU's manually, the following screen allows for all PLU's and Groups to be imported directly from the ECR.

**IMPORT/EXPORT**

**SELECT OPERATION**

- EXPORT PLU'S
- EXPORT PRICE LIST
- IMPORT PLU'S
- IMPORT PRICES
- IMPORT FILES FROM ECRS

**SELECT TILL FOR COMMS**

1 ECR 1

**Communications Activity**

Do Operation

Commands sent to ecrcomm s.exe

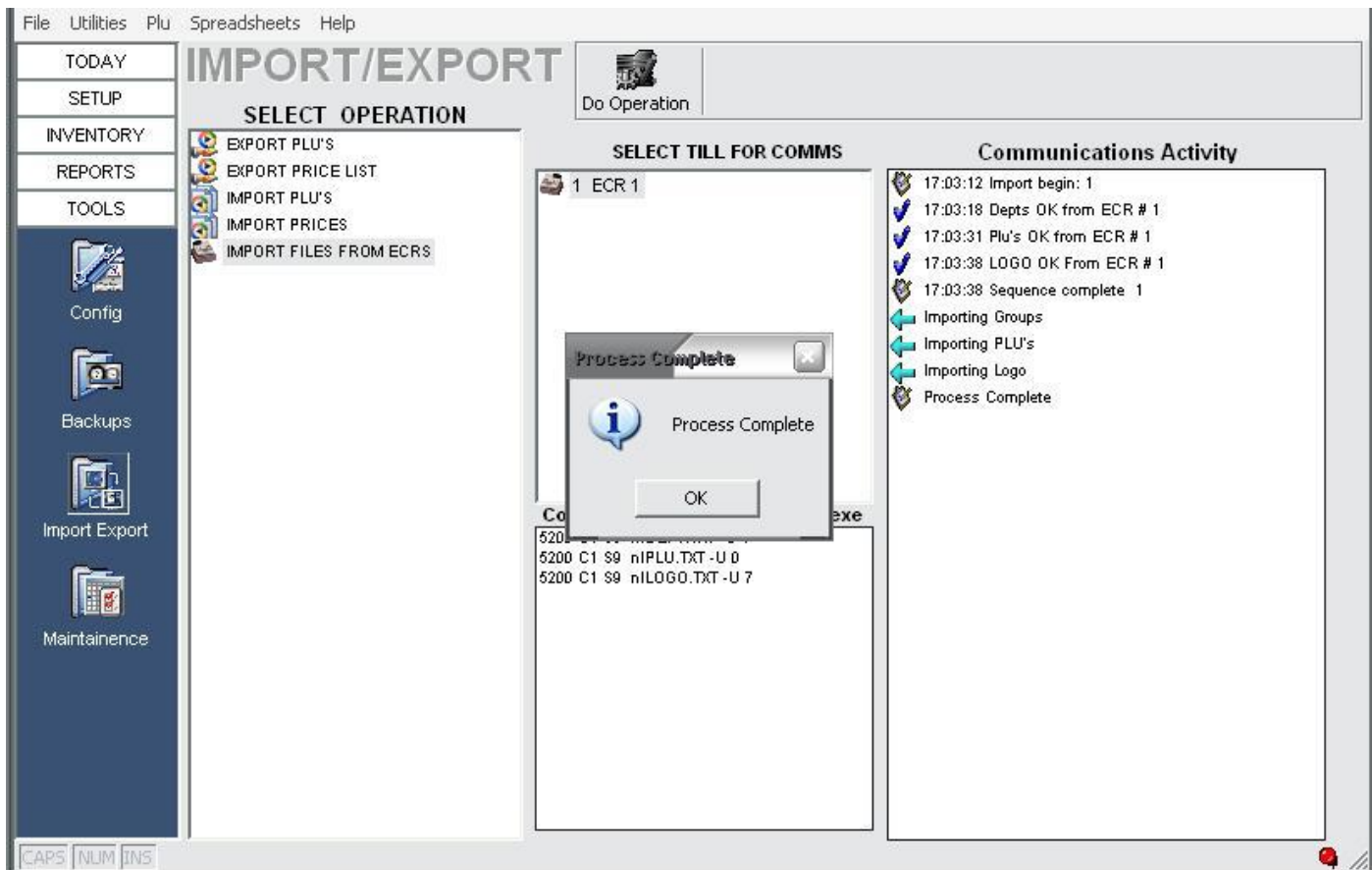
- CLICK ON "TOOLS" TO BRING UP LIST
- CLICK ON Import/Export TO SHOW THIS SCREEN
- CLICK ON ECR TO IMPORT PLU AND GROUPS FROM
- MAKE SURE DATA CABLE IS CONNECTED
- CLICK ON 'Do Operation' TO IMPORT DATA FROM ECR



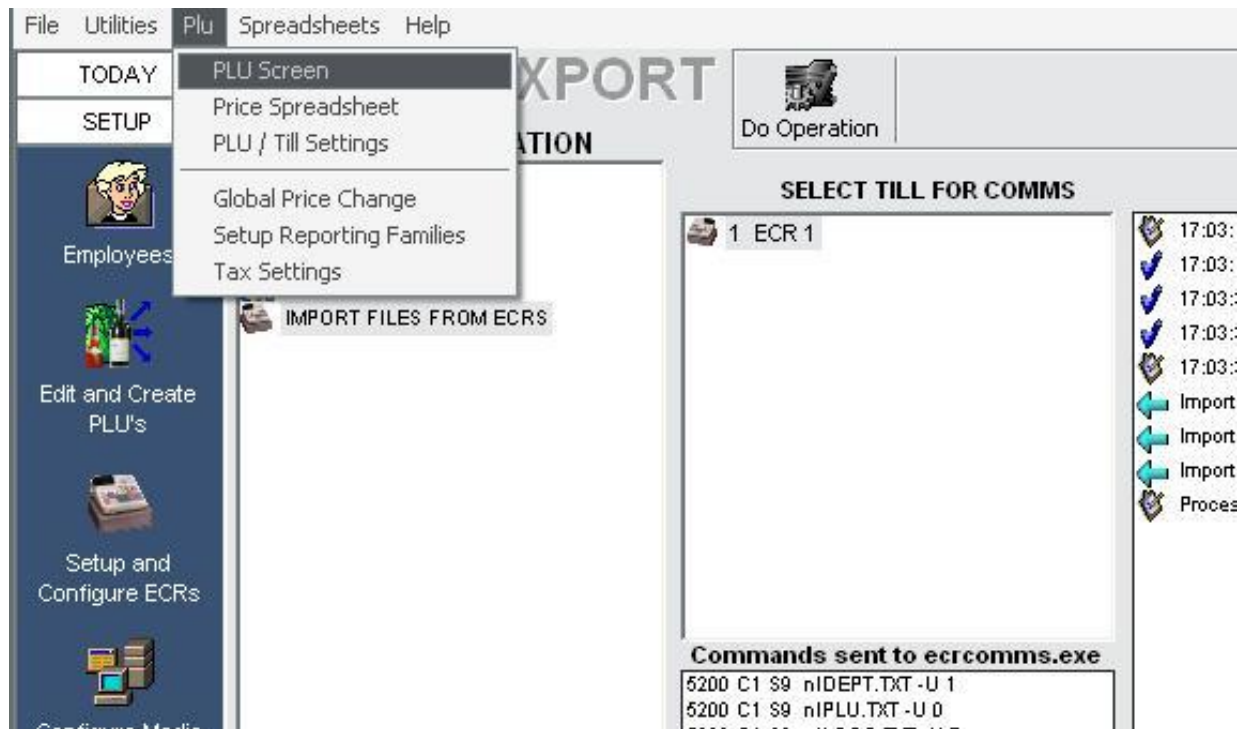
Upon clicking on "Do Operation" please confirm the following



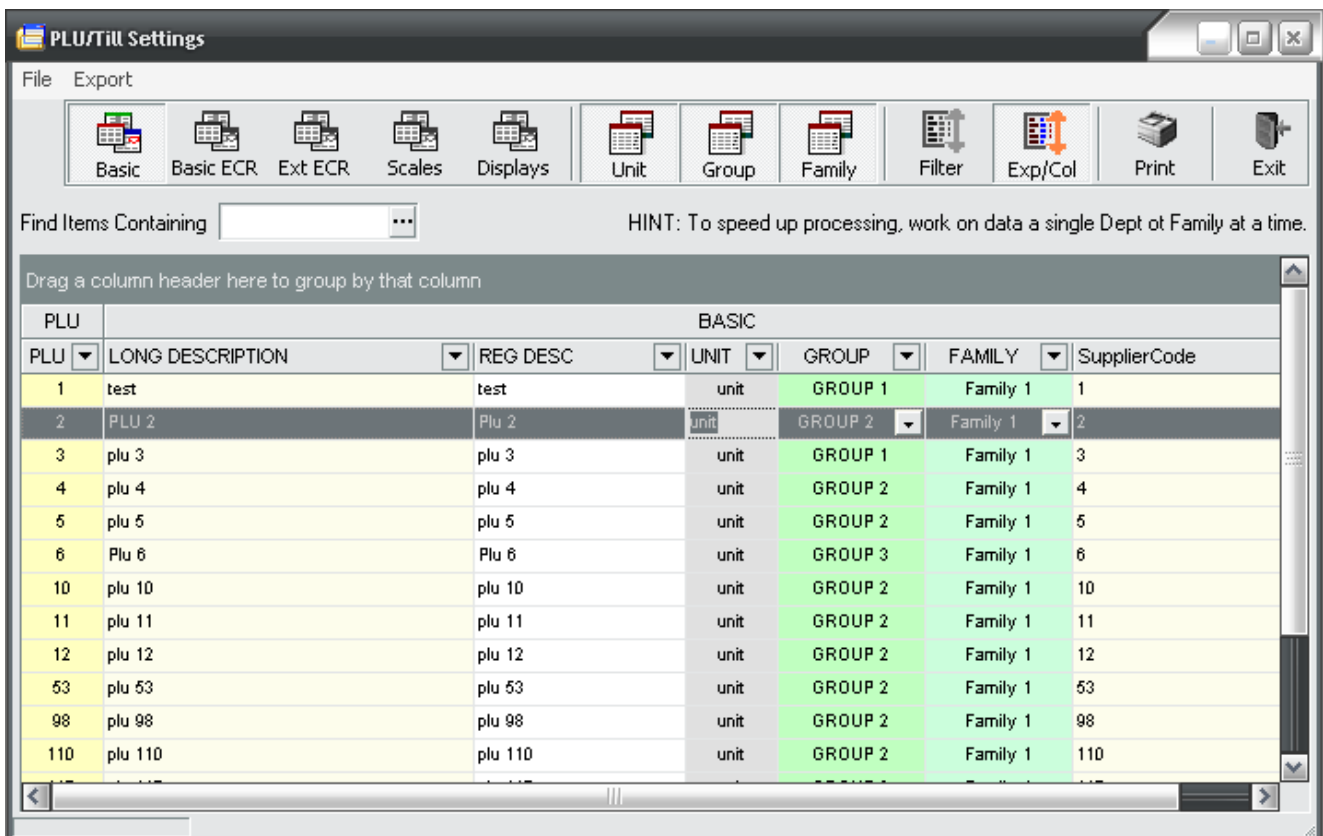
A successful import will be displayed as follows



Access PLU details from any one of the available screens for spreadsheets under **PLU** or **Spreadsheets**



These can be handy for quick alterations, Hint: Click on the top of any column to sort by that column



PLU Spreadsheet - Report Designer

File Export

PRICE1 Customize Styles Colors Refresh Active Exp|Col Print Exit

Drag a column header here to group by that column

| ECR Station | PLU  | LONG DESCRIPTION | UNIT | COST   | ACTI... | GROUP   | FAMILY   | On Hand | Tax  | PRICE1 | GP |
|-------------|------|------------------|------|--------|---------|---------|----------|---------|------|--------|----|
| ECR Station | 6    | Plu 6            | unit | \$0.00 | ✓       | GROUP 3 | Family 1 | 0       | 10.0 | \$5.00 | 1  |
| ECR Station | 2    | PLU 2            | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$2.00 | 1  |
| ECR Station | 4    | plu 4            | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$6.00 | 1  |
| ECR Station | 5    | plu 5            | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$9.00 | 1  |
| ECR Station | 10   | plu 10           | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$2.00 | 1  |
| ECR Station | 11   | plu 11           | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$2.00 | 1  |
| ECR Station | 12   | plu 12           | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$5.00 | 1  |
| ECR Station | 53   | plu 53           | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$3.00 | 1  |
| ECR Station | 98   | plu 98           | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$8.00 | 1  |
| ECR Station | 110  | plu 110          | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$7.00 | 1  |
| ECR Station | 117  | plu 117          | unit | \$0.00 | ✓       | GROUP 2 | Family 1 | 0       | 10.0 | \$6.00 | 1  |
| ECR Station | 1    | test             | unit | \$0.00 | ✓       | GROUP 1 | Family 1 | 0       | 10.0 | \$3.00 | 1  |
| ECR Station | 3    | plu 3            | unit | \$0.00 | ✓       | GROUP 1 | Family 1 | 0       | 10.0 | \$7.00 | 1  |
| ECR Station | 1000 | 9300622000855    | unit | \$0.00 | ✓       | GROUP 1 | Family 1 | 0       | 0.0  | \$6.00 | 1  |
| ECR Station | 1001 | 9300622000855    | unit | \$0.00 | ✓       | GROUP 1 | Family 1 | 0       | 0.0  | \$6.00 | 1  |
| ECR Station | 1002 | 9300622000855    | unit | \$0.00 | ✓       | GROUP 1 | Family 1 | 0       | 0.0  | \$6.00 | 1  |

Help is available via the built in Help (F1) key, or refer to the user manual for further information