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Category	Technical
Course	POS Config.
Version	1.0
Client	Generic
Software	2.12.100


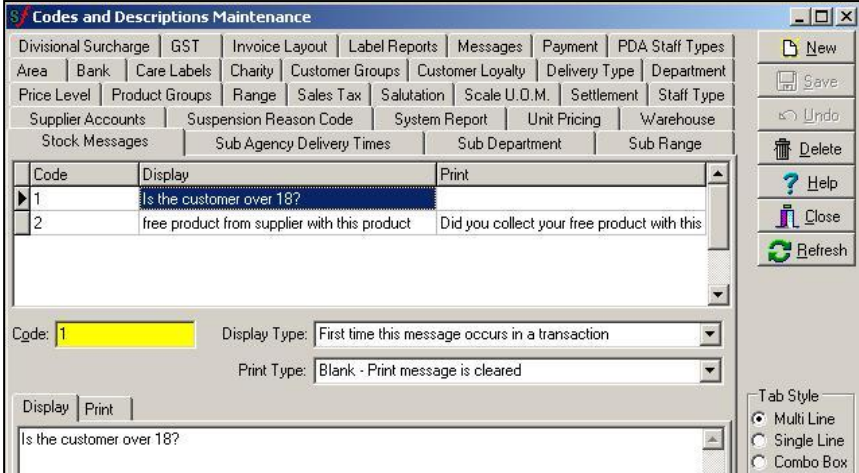


# Configure Stock Messages at POS

On the sale of certain products, SUREfire POS can display a message on the operators screen and/or print on the customer receipt.

## Procedure to Add/Delete a Stock Message

### Hints and Tips

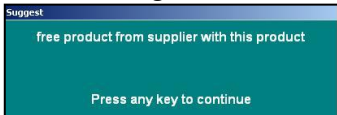
- ✓ Stock messages only display at POS if this option is enabled in POS Config.; refer to Procedure to Enable Stock Messages at POS on page 3.
- ✓ You might configure a message to display/print to:
  - pass on safety information to the customer
  - prompt the POS operator to ask for further information before the sale can complete e.g. age-restricted products
  - inform the customer about the refund/exchange terms
  - remind the POS operator to give a free promotional item from the supplier
- ✓ The same message can be applied against several products in the **Stock** screen (at step 6).
- ✓ You can't add a message against a weighted product.
- ✓ If you don't want to use a certain message anymore, you can **disable** it; it's still saved against the Stock record/s that you applied it to, but won't display or print when the product is sold at POS.
- ✓ If a HOS user, the configuration is sent to the BOS when HOS Scheduled Transfer next runs (overnight or export manually).
- ✓ The settings are transferred to POS when **File Transfer/POS Import** next runs.

1.	From the HOS/BOS <b>Tools</b> menu, select <b>Codes and Descriptions</b> . <i>*Or select the <b>Codes and Descriptions</b> icon.*</i>									
2.	Click the <b>Stock Messages</b> tab.									
3.	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"><b>To:</b></td> <td style="width: 50%;"><b>then:</b></td> </tr> <tr> <td>add a message</td> <td>go to step 4.</td> </tr> <tr> <td>disable a message from displaying and printing at POS</td> <td>click the cursor in the applicable row. Select <b>Display Type</b> option: <b>Off</b>. Click <b>Save</b>. End of procedure.</td> </tr> <tr> <td>edit or delete an existing message</td> <td>click the cursor in the applicable row. Either: edit the text and click <b>Save</b>, or click <b>Delete</b> and <b>Yes</b> to confirm. End of procedure.</td> </tr> </table>	<b>To:</b>	<b>then:</b>	add a message	go to step 4.	disable a message from displaying and printing at POS	click the cursor in the applicable row. Select <b>Display Type</b> option: <b>Off</b> . Click <b>Save</b> . End of procedure.	edit or delete an existing message	click the cursor in the applicable row. Either: edit the text and click <b>Save</b> , or click <b>Delete</b> and <b>Yes</b> to confirm. End of procedure.	 
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**Hints and Tips**

- ✓ **Display Type** determines if, and how many times, the message displays on the POS operator screen when a product is scanned during the transaction.



- ✓ **Print Type** determines if the message prints on the customers receipt.



- ✓ Click to remove the stock message saved against a product; you'll have to update POS as usual.

4. Complete the following steps to add a new stock message:

- Click **New**.
- In the **Code** field, type an alpha/numeric code to identify the message.

- Select the required **Display Type** option:  
**To have a message:** then select **Display Type:**

only display once in the transaction, regardless of how many products with this message are scanned

**First time this message occurs in a transaction.**

display only the first time that each product with this message is scanned

**First time the associated product occurs in a transaction.**

display every time a product with this message is scanned

**Every time this message occurs in a transaction.**

- Select the required **Print Type** option:  
**To have a message:** then select **Display Type:**

not print on the receipt

**Blank.**

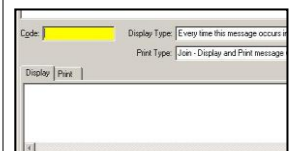
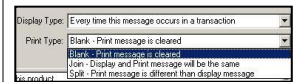
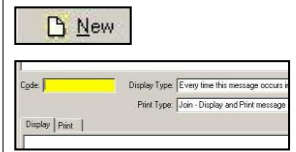
print the same text that displays on-screen

**Join.**

print a different message than displays on-screen

**Split.**

- In the **Display** tab, type a message if you want one display at POS.
- In the **Print** tab, type a message if you want one to print on the customer receipt.
- Click **Save**.



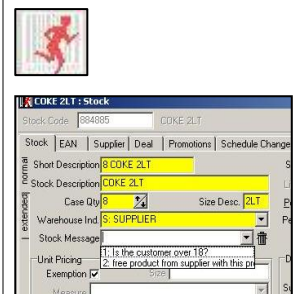
5. Click **Close**.



6. Add the stock message against the applicable product.

- From the HOS/BOS screen, select the **Stock Maintenance** icon.
- Type the **EAN** or **Stock Code** of the product.
- Select the required **Stock Message**.
- Click **Save**.
- If a BOS user, click **Update**.

*\*The change is sent to the POS when File Transfer next runs; if a HOS user, this occurs after HOS Export/Import next runs.\**


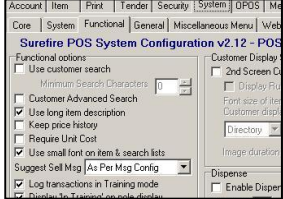
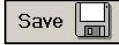
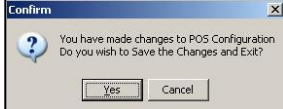
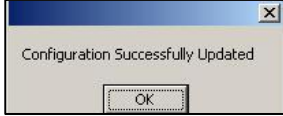


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**Hints and Tips**

- ✓ Stock messages only display at POS if this option is enabled in POS Config.

**Procedure to Enable Stock Messages at POS**

7.	From the HOS/BOS <b>System</b> menu, select <b>Location Setup</b> .	
8.	If a HOS user, select the <b>Location</b> that you want to define. <i>*You'll be defining the configuration for all stores at and below the level that you select.*</i>	
9.	Double-click <b>Configure</b> . <i>*If a HOS user, click <b>Yes</b> to continue.*</i>	
10.	From the POS Configuration screen, select the <b>System -&gt; Functional</b> tabs.	
11.	In the Functional Options section, set the <b>Suggest Sell Msg</b> field to <b>As Per Msg Config</b> .	
12.	Click <b>Save</b> .	
13.	Click <b>Yes</b> to continue. <i>*Or <b>Cancel</b> to return to the settings.*</i>	
14.	Click <b>OK</b> .	
15.	Click <b>Close</b> to exit Location Setup screen.	