CAISSETACT Touchscreen till (configuration)

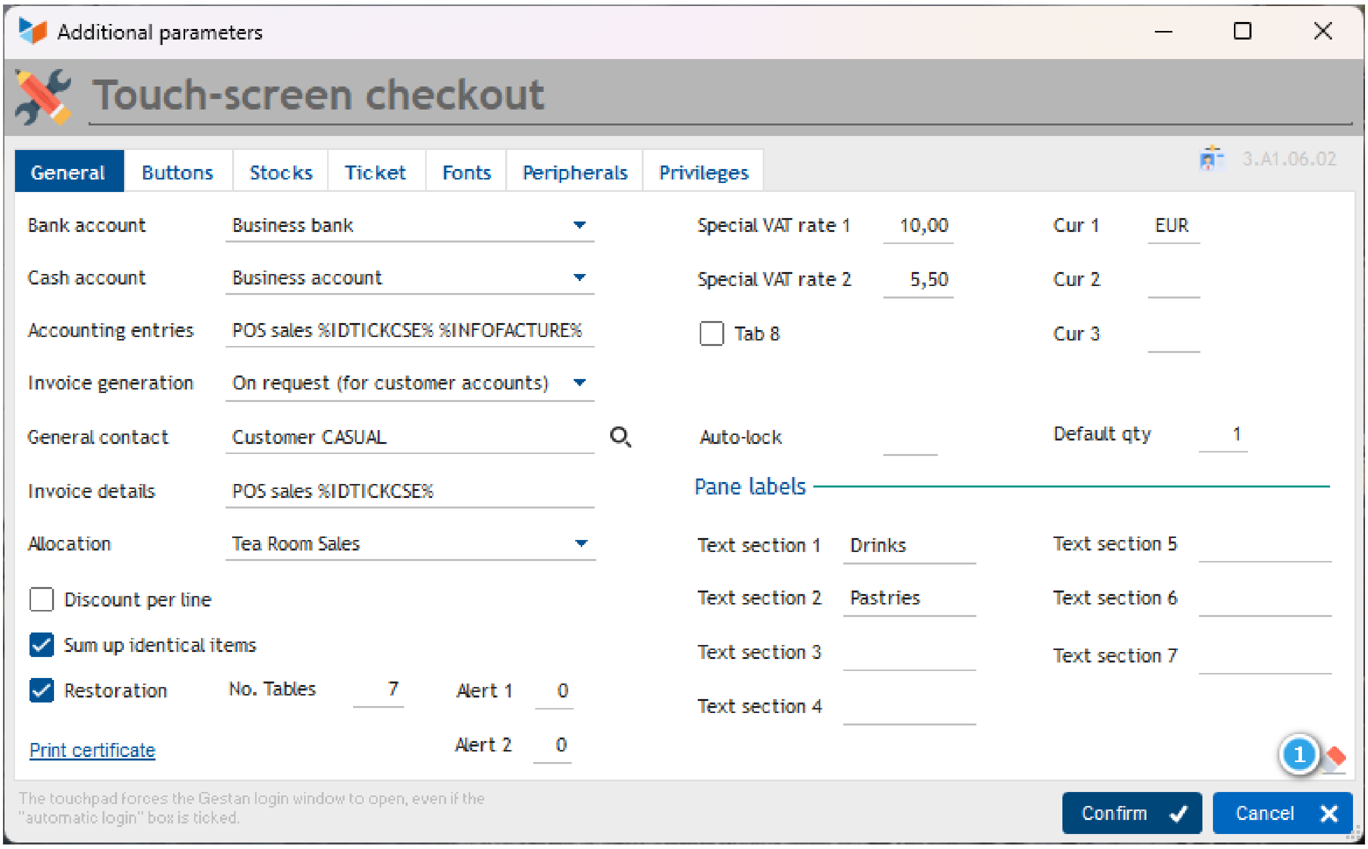
Please note: if you are in Europe, please read this page.

Configuration

***Access:** Tools → Application settings → Extension settings → Touchscreen checkout*

General Tab

On this screen, the **Configuration permitted** checkbox allows all users to access the configuration settings from the touchscreen till's home screen: tick this box initially, when you are installing the till on the various workstations within your business, then carry out the configuration on all workstations, and finally untick this box: only Gestan administrators will have access to the configuration settings.



Enter the **bank account** and the **cash account** (for cash) that will be used by default for automatically generated journal entries.

You can specify a default **entry description** for accounting entries. If you generate invoices for each sale, you can use the keywords %IDTICKSE% and %INFOFACTURE%, which will allow you to quickly reconcile the entries with the invoices.

Accounting entries will be posted to the account code linked to the default sales allocation specified in the Gestan settings, unless a specific accounting link applies (see accounting link settings).

The **Invoice Generation** feature allows you to:

- never record an invoice. In this case, only a sales receipt will be created, along with the corresponding journal entry;
- create invoices only on request for customer accounts. In this case, in addition to the receipt and the journal entry, an invoice can be generated if you link the receipt to a customer account;
- to automatically generate an invoice for receipts linked to a customer account. In this case, in addition to the receipt and the journal entry, an invoice will be generated for any receipt you link to a customer account;
- to automatically generate an invoice for every ticket recorded.

The **generic contact** is the contact to which all invoices generated for which no specific contact has been specified will be linked by default. You can create a contact for this purpose, for example Mr VENTECAISSE. It is recommended that you create one generic contact per financial year.

The **invoice description** will be the default description used in the invoice type (if generated). You can use the keyword %IDTICKCSE%, for example: TKSE Cash Register Sale %IDTICKCSE%.

You can specify a **Cost Centre** different from the default cost centre for sales defined in the general settings (it may be the same). If there is no accounting link for the products sold, the sale will be posted to this cost centre.

Ticking the **Discount per line** box will display a ‘discount’ column on the touchscreen till, allowing you to enter discounts on the products sold.

For the **Totalise identical products** box, let’s take an example: if your customer buys 3 bottles of the same wine, if the box is not ticked, you will have 3 lines on your receipt, whereas if it is ticked, you will have just one line, with a quantity of 3.

Tick the **Catering** box if your business is a bar, restaurant, or any establishment with customer tables. If it is ticked, you can enter the number of tables in the **No. of tables** field. You can specify the number of minutes by which it would be advisable to serve the table (**Alert 1**), and the number of minutes by which you must serve it (**Alert 2**). If these time limits are exceeded, the tables in question will be marked with specific icons on the table list.

The **Special VAT Rates 1 and 2** fields allow you to save special VAT rates that you can then easily apply to all or part of the receipt, where applicable. For example, you run a tea room. You mostly sell treats to be eaten in-house (VAT at 5.5%), but also some takeaway groceries (VAT at 10%) and alcoholic drinks (VAT at 20%). In Gestan, set a default rate of 5.5%. Then declare the 10% and 20% rates as exceptional rates. By default, your receipts will be issued with VAT at 5.5%, except for the lines you specify, to which you can apply an exceptional rate of 10% or 20%.

The **Currency 1, 2 and 3** fields allow you to save the currencies available for multi-currency payments.

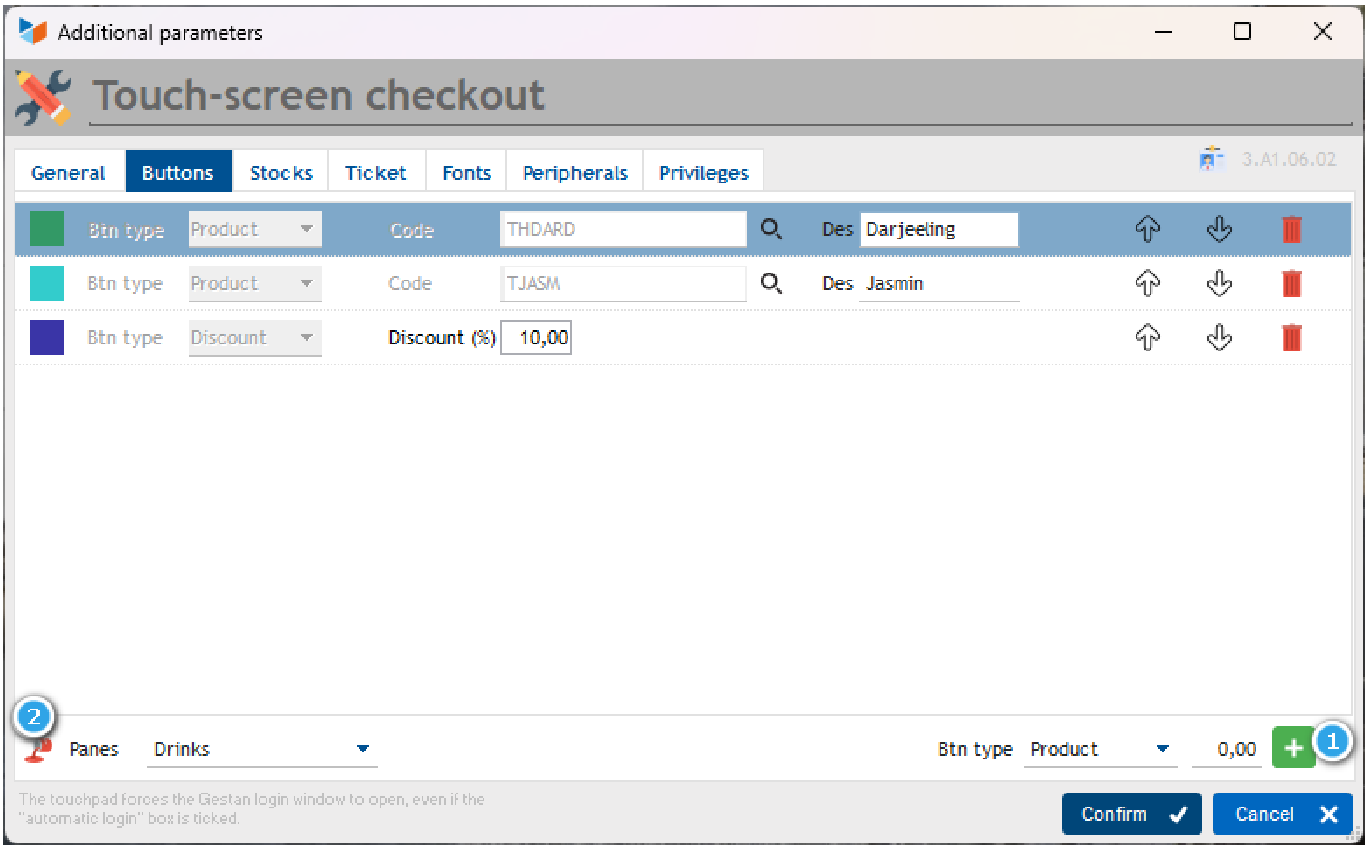
The till can be automatically **locked** after a certain period of inactivity.

The ‘Panel’ labels allow you to display between 1 and 7 panels, each of which can display between 1 and 12 customisable buttons: simply tap the button to record the sale of the corresponding product. These panels can be configured per user.

The 1 button deletes the settings for all users – please be careful!

The **Print certificate** button allows you to print the NF525 compliance certificate.

Buttons Panel



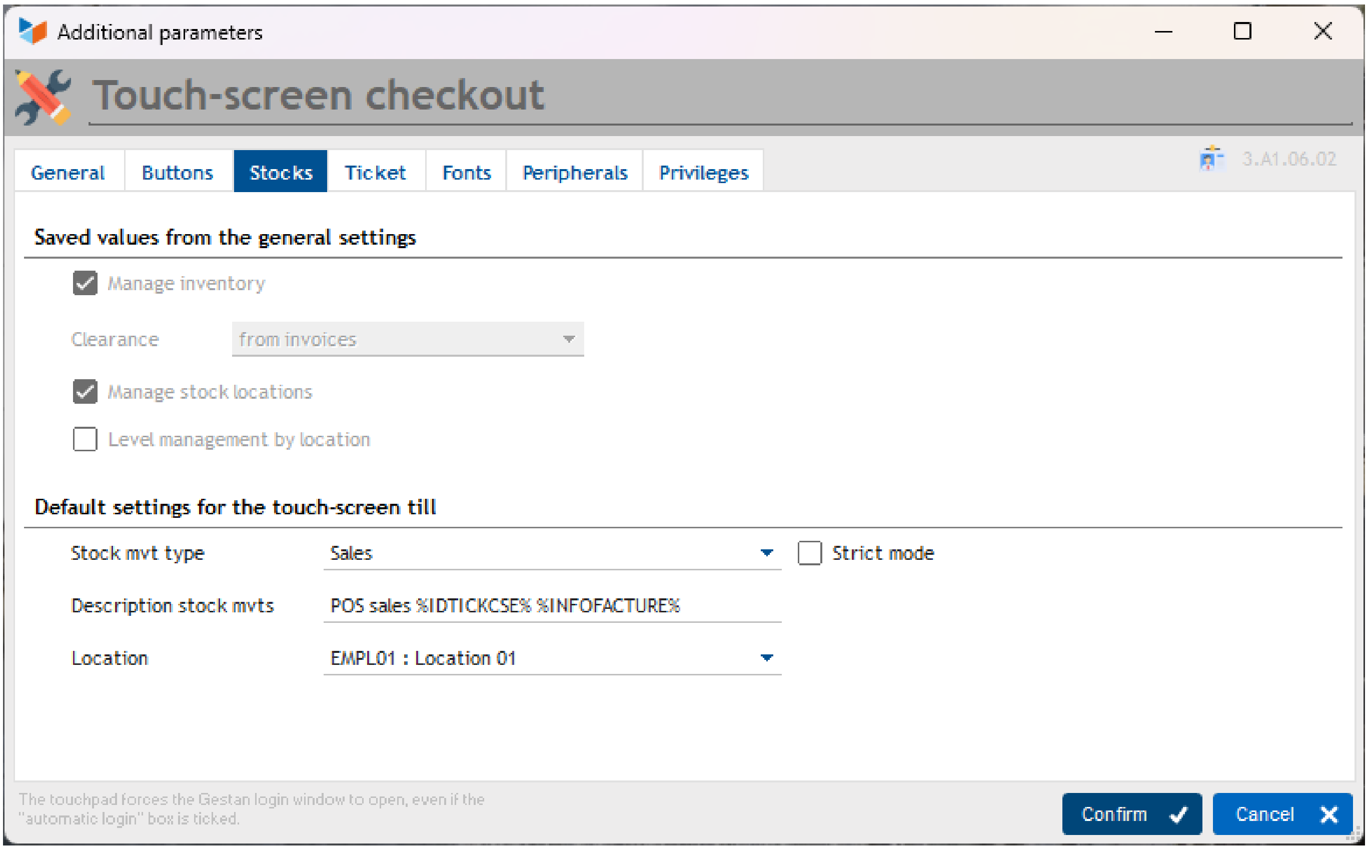
This tab allows you to configure the products or discounts to be displayed in the panels of the checkout interface, which were defined on the previous tab.

Up to 15 buttons can be displayed per panel.

The 1 button allows you to add a product or a discount, depending on the selection in the **Button Type** drop-down menu.

These settings are defined for each user. The 2 button allows you to apply the same panel and button settings to all users.

Stock Module



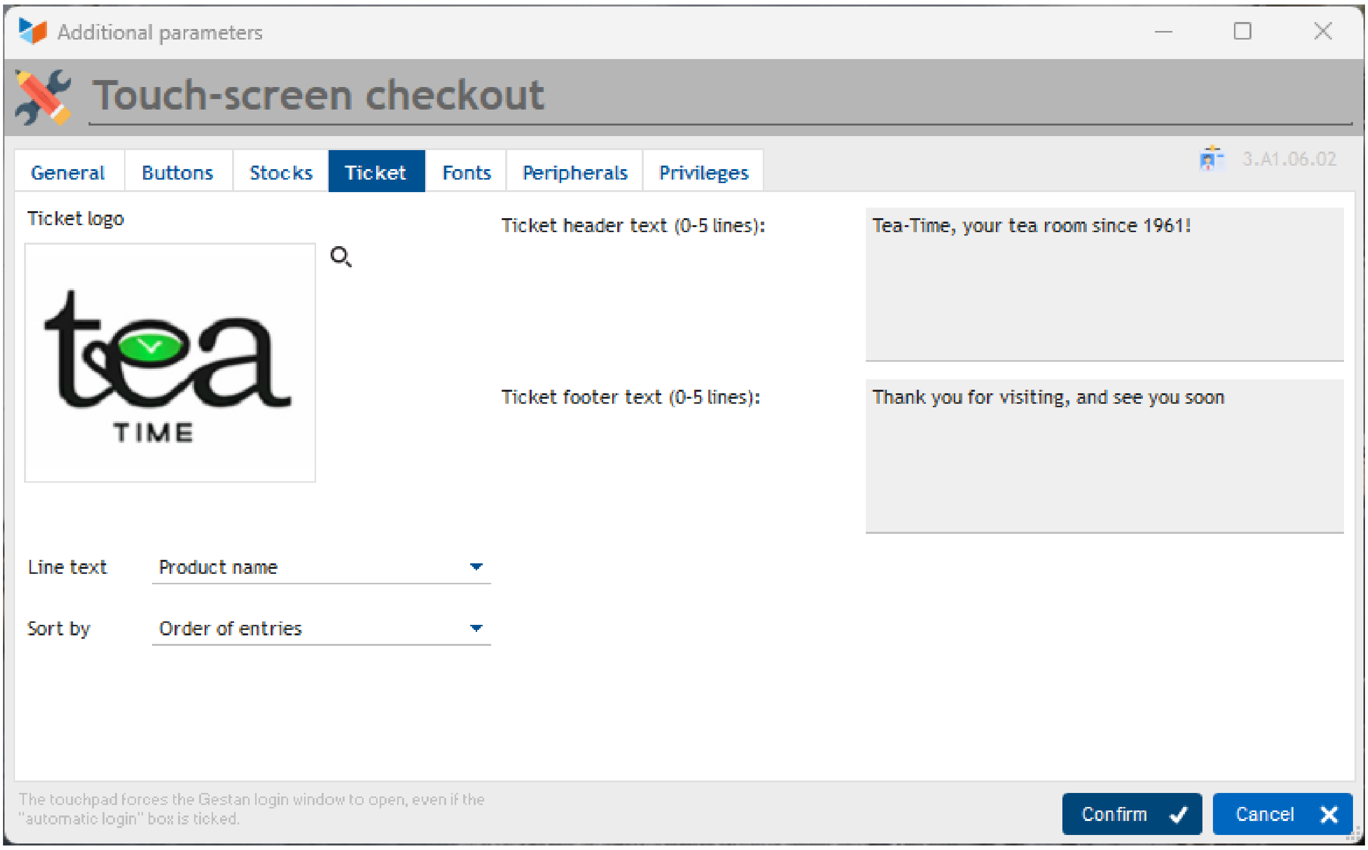
The top section displays the settings saved in Gestan (as a reminder). The bottom section shows the touchscreen till settings, which are based on these.

You must specify a **stock movement type** to be generated. If the **Strict mode** box is ticked, the sale of a product with zero stock will be refused (otherwise, the stock will become negative).

In the **stock movement label**, you can enter 'Cash register sale', for example. However, if you generate invoices, you can also use the keywords %IDTICKCSE% and %INFOFACTURE%, which will make it easier to identify stock movements.

The **Location** drop-down menu is displayed if you manage stock locations, allowing you to select the default location for movements.

Receipt Tab



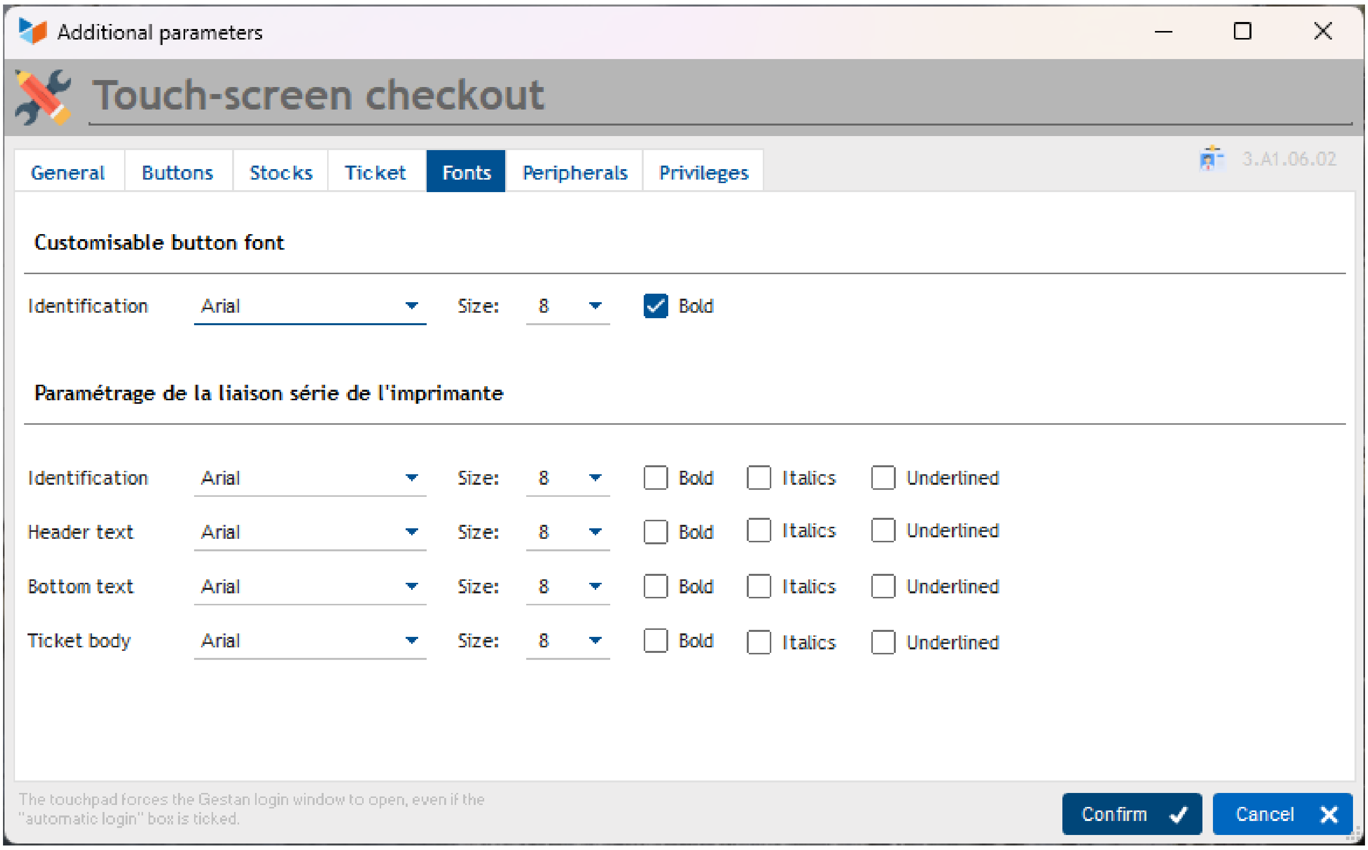
This tab allows you to configure the receipt layout.

Firstly, the **company logo**.

The **Line Description** drop-down menu allows you to choose what will be written on the receipt lines: product code and/or its description, as well as other options. Using **Sort by**, you can sort the lines either by order of entry, by product code or description, or by EAN13 codes.

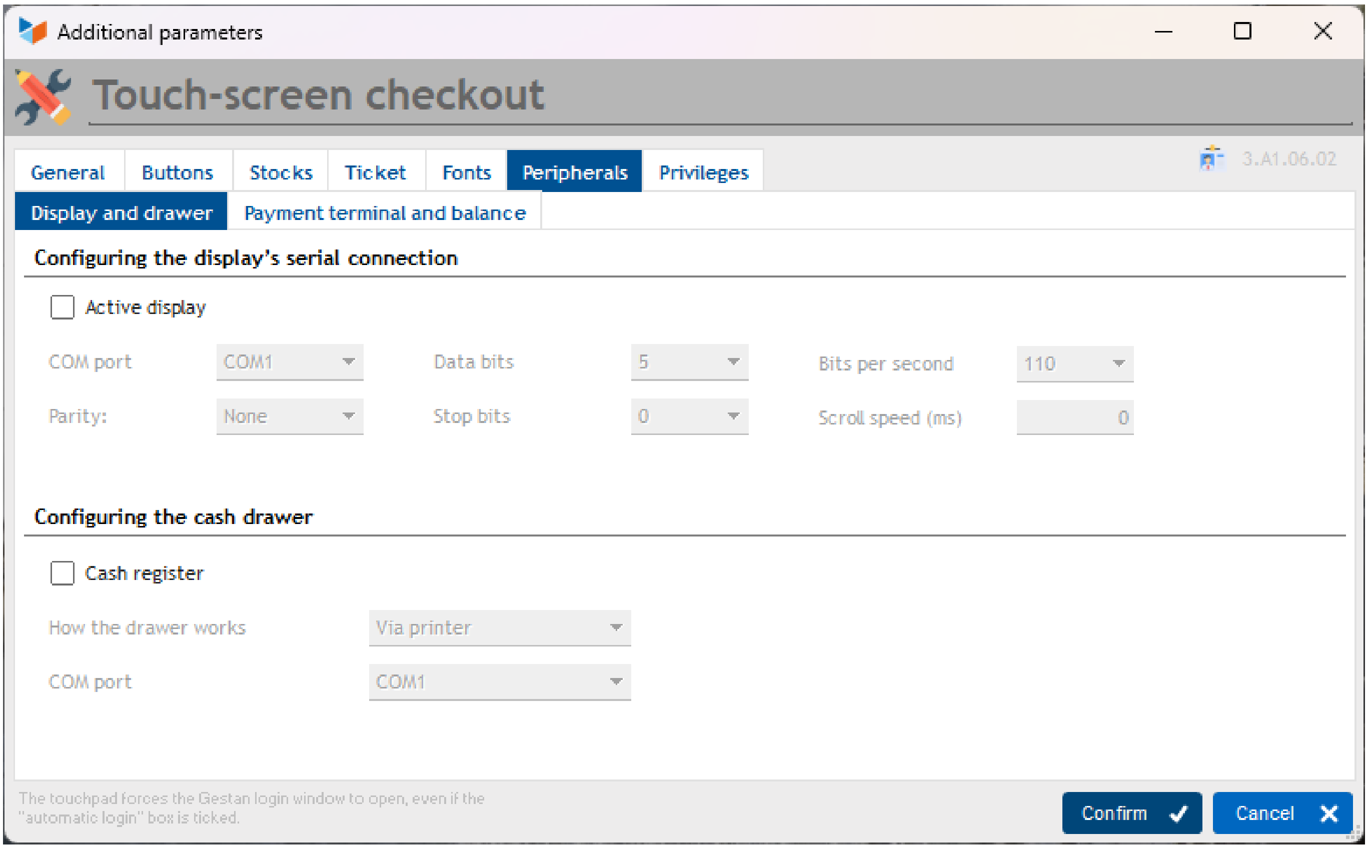
And you can print any commercial information you wish at the top and/or bottom of receipts (**Top label** and **Bottom label**) (you can use Gestan keywords).

Fonts Tab



This tab allows you to configure the fonts for the touchscreen checkout buttons and those used on the receipt.

Devices, Display and Cash Drawer Tab

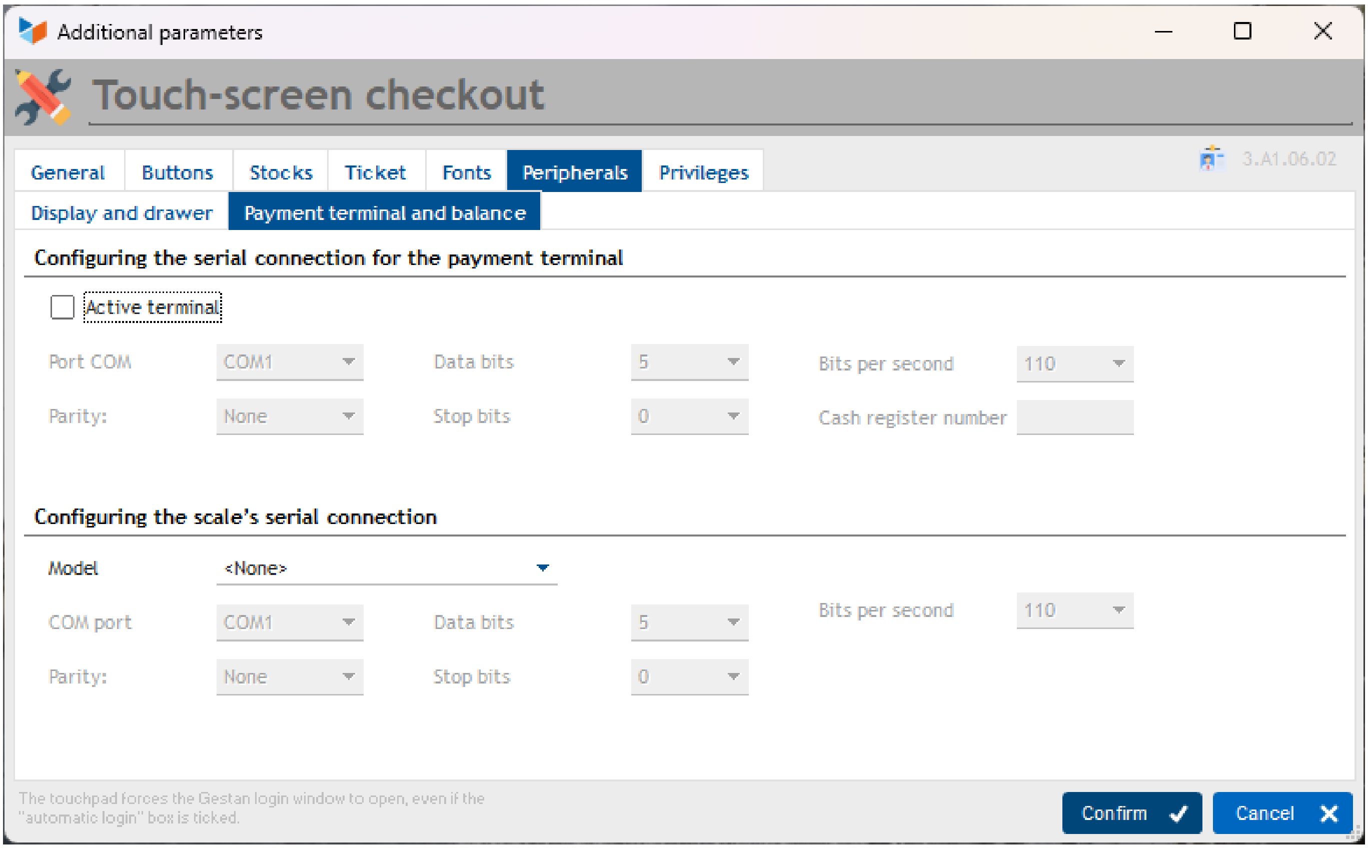


You can connect a display to your PC, which shows the prices of items and the total amount due at the end.

For the display, if you have ticked the 'display active' box, you can specify the settings required for it to work properly. Please refer to the supplier's manual.

Cash drawers can operate either via a printer port or via a special adapter. In the latter case, you must specify the COM port used.

Post section, POS terminal and scales sub-section



There are two ways to use a POS terminal:

- **Standalone use** (the 'POS terminal' box is not ticked): your POS terminal is not connected to your PC; it operates independently. You manually enter the amount to be debited, wait for authorisation from the bank, print the customer and accounting receipts, then click the 'Card' button when recording the payment
- **connected use** (the 'POS terminal' box is ticked): your POS terminal is connected to your PC. When you click the 'Card' button, the amount to be debited is sent to the POS terminal, and once authorisation is granted, the transaction is recorded in Gestan.

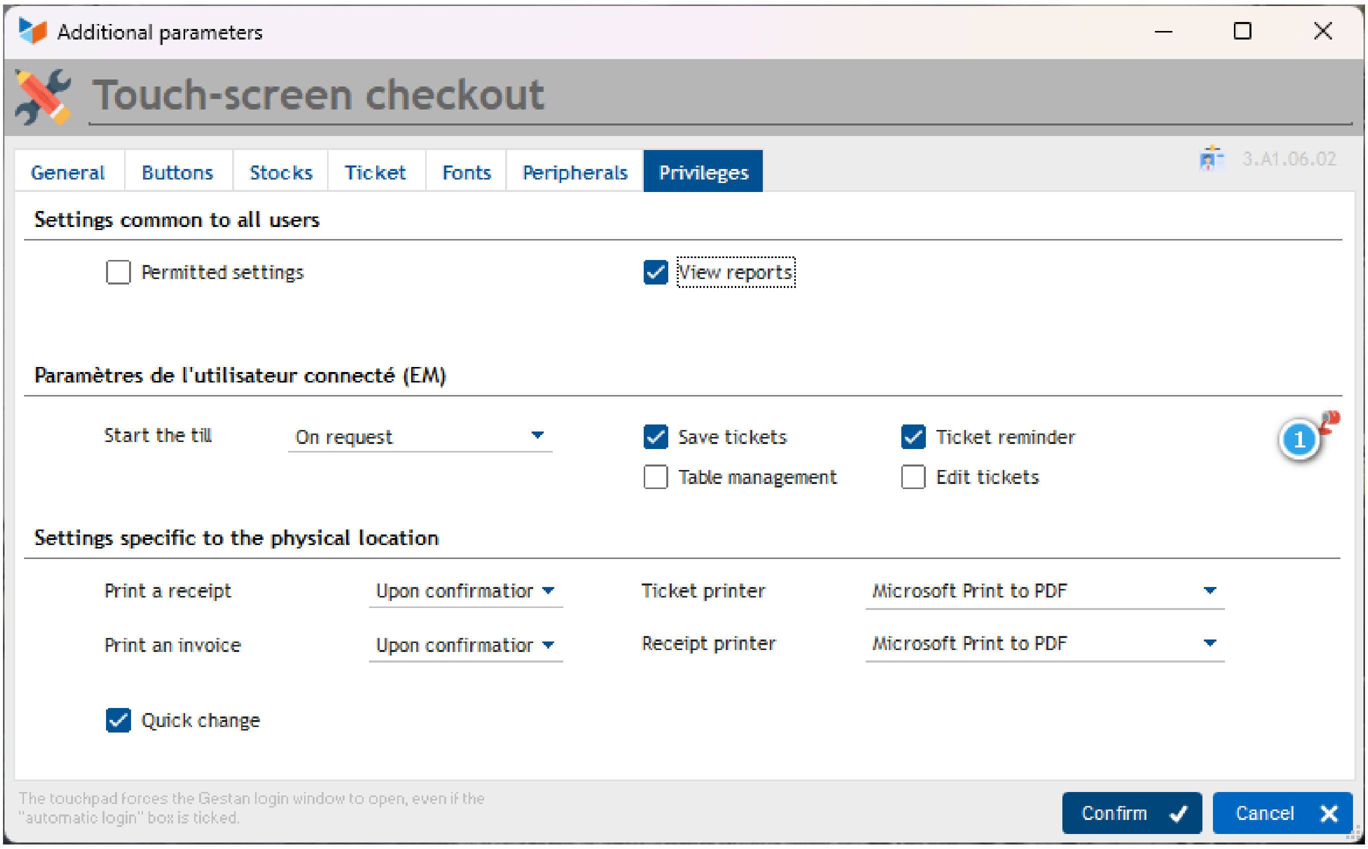
The **cash register number** must be entered: this two-digit code identifies the cash register.

In the case of connected use, you must specify the configuration settings; please refer to the POS terminal supplier's manual.

It is possible to connect a scale to your PC and retrieve the weight measured by it directly.

In this case, you must also specify the configuration settings; please refer to the supplier's manual.

Privileges Section



Common settings

The **Configuration permitted** checkbox allows all users to access the configuration settings from the touchscreen till's start screen: tick this box initially when you install the till on the various workstations in your business, then carry out the configuration on all workstations, and finally untick this box: only Gestan administrators will have access to the configuration settings.

The **View reports** checkbox allows you to display the receipt before sending it directly to the printer.

Settings for the logged-in user

The **Start till** option allows you to:

- not start the till, for example to temporarily disable it for a particular user
- start the till only on request. In this case, you will launch the till via the menu *Business → Touchscreen till*.
- to start the till automatically. In this case, Gestan opens the till immediately upon launching Gestan.

For the 'Automatic start' option, your password must consist solely of numbers. This is because the till login screen, due to the touchscreen mode, is simplified and only accepts passwords consisting entirely of numbers.

Save receipt allows you to grant receipt saving permissions

Table management allows you to grant table management permissions

Recall receipt allows you to grant the permission to recall a cashed receipt, to make a duplicate

Edit receipts allows you to grant the permission to edit a receipt line (quantity or price), or to delete it.

The 1 button allows you to apply these four settings to all users.

Settings specific to the physical terminal

You can configure Gestan to never print a receipt, to print it only upon confirmation, or to always print it. You can also select the receipt printer to which the print job should be sent.

Similarly, if you generate invoices, you can instruct Gestan never to print them, to print them upon confirmation, or to always print them. You can also select the A4 printer to which the print job should be sent.

The **Quick Change** box allows you to switch users without going through the end-of-shift procedure (i.e. closing the shift and counting the till).

Peripherals

You can connect the following to the touchscreen till:

- a payment terminal
- a cash drawer (connected via a USB-to-serial adapter)
- a receipt printer
- a display (connected via a USB-to-serial adapter)
- a scale. You can connect it to a serial port (DB9) or via a USB/serial adapter to connect it to a USB port.

Of course, you will need to install the necessary drivers, which are usually provided on a CD-ROM supplied with the equipment.

Although this is not intended as a specific recommendation on our part, here is the equipment we use:

- Cash drawer: model EC410.
- Cash drawer adapter: USB cash drawer adapter
- Display: DIGIPOS WD-202E (VFD-23R)
- Receipt printer: EPSON model TM-T20II
- POS terminal: INGENICO model iWL250 Bluetooth, contactless
- Scale 1: KERN model CKE-3600-2 (3600 g, accuracy 0.01 g)
- Scale 2: ADAM model AZExtra 3 (3000 g x 1 g)

When it comes to scales, every manufacturer seems to enjoy coming up with their own set of protocols. And sometimes, even models from the same brand use different communication protocols 😕 If you choose to use a scale other than these two models, we will likely need to develop a specific interface for you (this isn't a problem; simply send us the equipment, and expect a development cost of 180 euros).

Other 'Extensions' articles

CAISSETACT Touchscreen till (configuration)
CERFA : Generating CERFAs
COMMISSIONSCO: Sales commissions
CYBERBANQUE: Integration of banking files
DRM: Monthly Summary Declaration
ETIQUEXPED: Shipping labels
INTEROR: repair orders (RO)
OBJVENTE: Sales targets
PREPBON: Picking slips
RELAUTO: Automatic mass invoice reminders
SAVTICKET: After-sales service tickets
SCAN: Scanning a barcode
SUIVCOM: Order Tracking