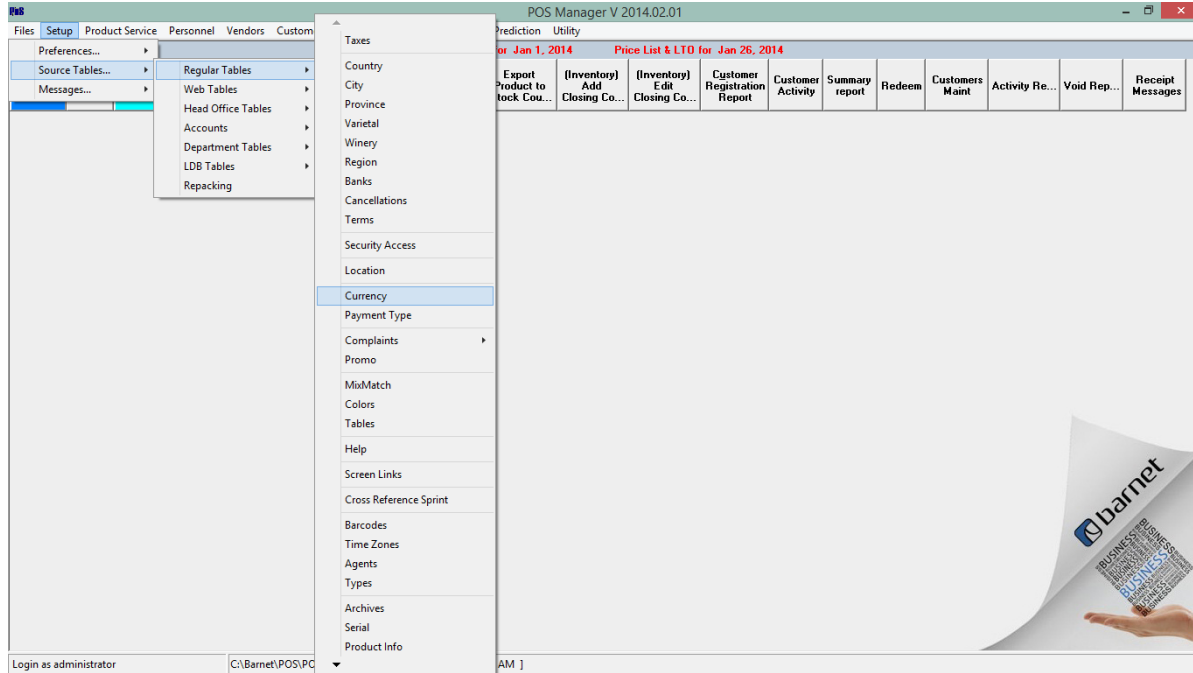


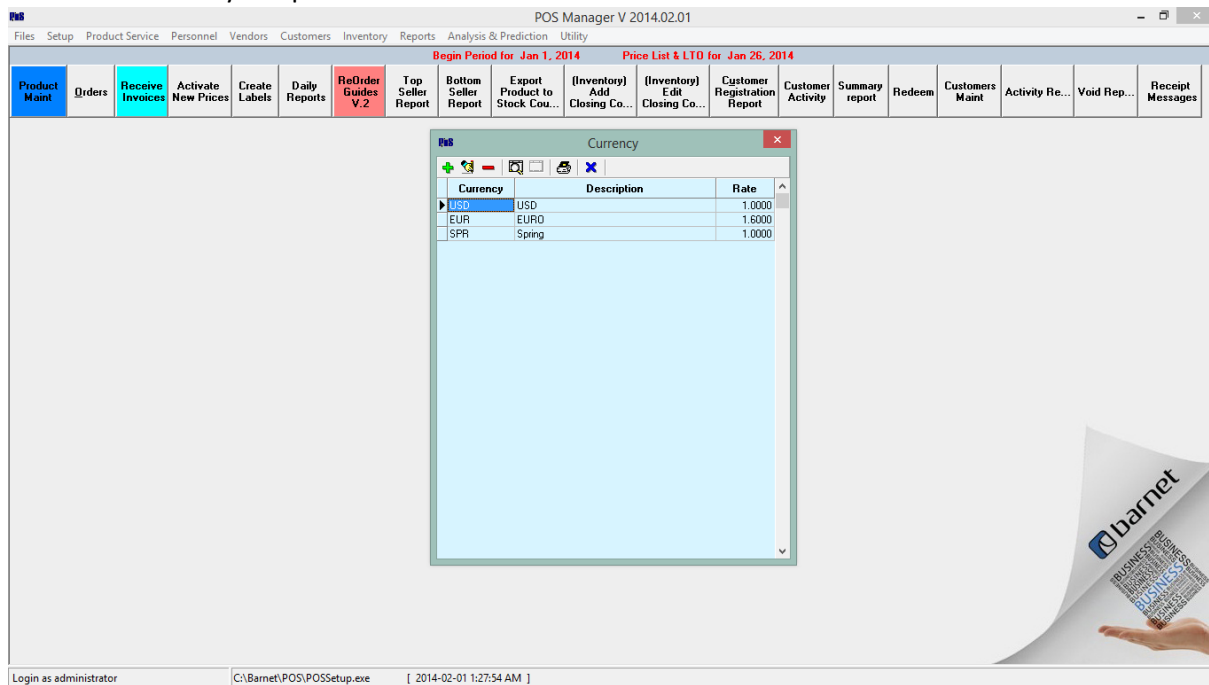


TIP SHEET – Updating Currency Rates

Goto SET-UP >REGULARTABLE >CURRENCY



Select the currency to update



Update and SAVE

The screenshot displays the POS Manager V 2014.02.01 application window. The main menu bar includes: Files, Setup, Product Service, Personnel, Vendors, Customers, Inventory, Reports, Analysis & Prediction, and Utility. Below the menu bar, there are two status indicators: "Begin Period for Jan 1, 2014" and "Price List & LTO for Jan 26, 2014". A toolbar contains various icons for functions like Product Maint, Orders, Receive Invoices, Activate New Prices, Create Labels, Daily Reports, ReOrder Guides V.2, Top Seller Report, Bottom Seller Report, Export Product to Stock Cou..., (Inventory) Add Closing Co..., (Inventory) Edit Closing Co..., Customer Registration Report, Customer Activity, Summary report, Redeem, Customers Maint, Activity Re..., Void Rep..., and Receipt Messages.

The "Currency (Update)" dialog box is open, showing a table with the following data:

Currency	Description	Rate
USD	USD	1.0000
EUR	EURO	1.6000
SPR	Spring	1.0000

Below the table, there are input fields for "Currency" (set to USD), "Description" (set to USD), and "Rate" (set to 1.0000). At the bottom of the dialog box are buttons for "Insert", "Save", and "Close".

The taskbar at the bottom shows "Login as administrator", the file path "C:\Barnet\POS\POSSetup.exe", and the time "[2014-02-01 1:27:54 AM]".

Click on CLOSE and close out the Currency box. Your currency rate has been updated. (You may need to log out and log back in at the till for the rate to activate FOH tills.)