MY POS 4.7 - New in this Version

Content

Combine Discounts

It is possible to assign different discounts per item in one transaction.

To grant a transaction discount, check the box. Only if the checkbox is activated, the system will ask for the transaction discount (an additional reduction to happy hours, guest cards or other discounts).

Next, you can assign a transaction discount in percent. You have the option to use the discount for individual items. All reducible items are automatically selected for the discount, but can be removed by clicking in the checkbox.

Enter the discount, decide which items it applies to and click "Next" to confirm the transaction. You can also choose from fixed discount rates if this has been preset in MY POS Administration.
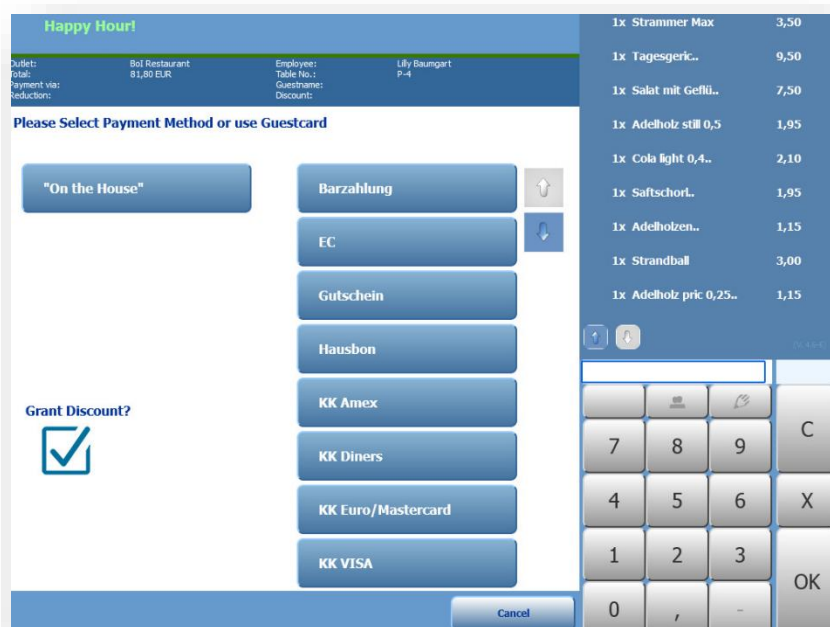
For the granting of different discounts per article within a transaction, please click on the button "Add Discount".

Items that have already received a transaction discount are now marked in green, items without discounts can be selected and de-selected as before.

In the last step, you will see an overview of all billing data on the right with reduced prices and discounts, if applicable.

If all data match, click "OK" and the receipt will be printed. You can also print a hospitality receipt or reprint the receipt. If you do not want to settle after all, click on "Cancel" and the transaction will be cancelled. This will take you back to the table overview.
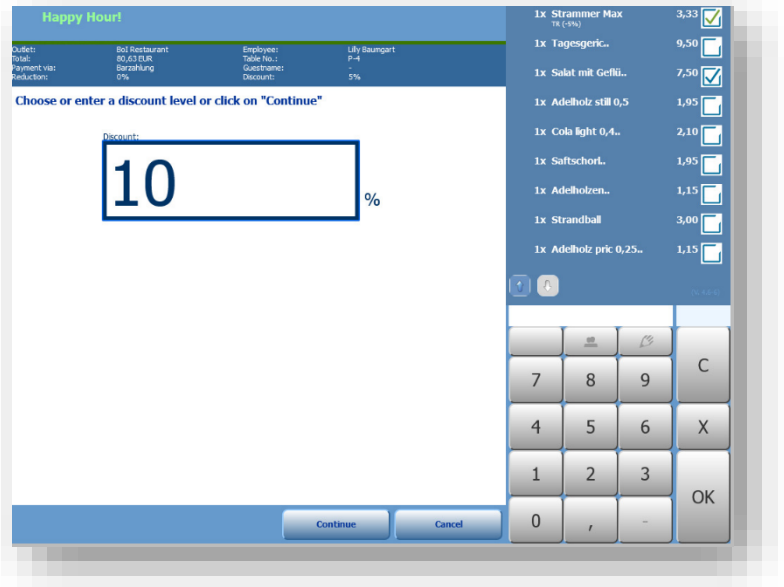
An item is considered reducible if it has at least one possible reducibility set in the backend - except for All Inclusive.

With external payment methods, the combination of different discounts per item is possible. The payment method house receipt does not expect any entries and can therefore be settled immediately.

Posting disbursements for guests

Service staff occasionally lay out cash for guests. The cash reduces the cash in their wallet, and must be earmarked for later reimbursement when booking to another payment method.

For correct transmission to the hotel system, a separate Department or Product account is booked, which must be stored in the master data of the point of sale.

Please note that further requirements must be met:
- The country of the property must be set in the Master Data – Property Settings
- Under Administration - Payment methods, the payment method used for the disbursements must be ticked as cash payment in the sense of the fiscal country regulation according to the prperty country setting.

In the cash register interface you will now see the display button below the tip button:

On the daily closings reports, disbursements are shown as follows:

Once in the overall summary of transactions above, and in a new paragraph Staff members wallet, which shows cash movements. Tips to be retained and expenses to be reimbursed are deducted from the cash receipts.

X-Report

*** Sum ***		
Revenue (Receipts)	117,10 EUR	(3)
Tip	10,00 EUR	
T O T A L	127,10 EUR	
Average	120,43 EUR	
Outlay	5,00 EUR	
Cancel (Receipts)	0,00 EUR	(0)
Cancel (Table)	0,00 EUR	

### Service Wallet ###		
Cash receipts	48,50 EUR	
Tip	10,00 EUR	
Outlay	5,00 EUR	
TOTAL	33,50 EUR	

### Barzahlung ###		
T O T A L	48,50 EUR	(1)
Average	48,50 EUR	

### Guest Account ###		
T O T A L	83,60 EUR	(2)
Average	41,80 EUR	
Room 815: Hans Mustermann	5,00 EUR	(1)
Room 4711: Gabi Müller	78,60 EUR	(1)

Display of the individual room bookings on the Daily Closing Reports

If desired, the display of the booking on the hotel bills can be extended on the service staff report (X report) as well as the daily closing report (Z report) by indicating which amount was booked on which guest. This will be effective both for the display of the X-report in the cash register touchscreen interface and for the print-outs. If you would like to use this detailed display, please contact us.

| ### Guest Account ###		
T O T A L	83,60 EUR	(2)
Average	41,80 EUR	
Room 815: Hans Mustermann	5,00 EUR	(1)
Room 4711: Gabi Müller	78,60 EUR	(1)

New functions in the numeric keypad

The NumPad offers a magnifying glass in both the item search and the guest name search. This magnifying glass opens the internal keyboard and allows you to enter guest and item names or stored EAN or ISBN codes. The right arrow deletes the last digit of the entry.

Miscellaneous

Instant Cancellation: Service staff entitled to cancellation no longer have to enter their Cancellation ID (CIN) additionally when cancelling, if you enable this option in the master data of your business:
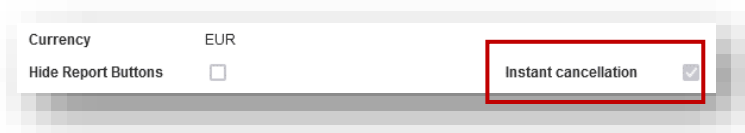
EPSON TSE or Fiskaltrust Subsequent Registration

The requirement of issuing a receipt is no longer legally binding at this point, so they are no longer printed.

MY POS Interface to Oracle SUITE 8

Search by Guestname

In addition to entering the room number when billing, you can now also search for guest names (this function depends on the hotel system interface used and is not always available).

If you have a keyboard connected to your cash register, you can enter the guest name directly.

If you have a touch screen cash register monitor or tablet, click on the magnifying glass to open the internal keyboard.

Please enter at least three consecutive digits of the last name.
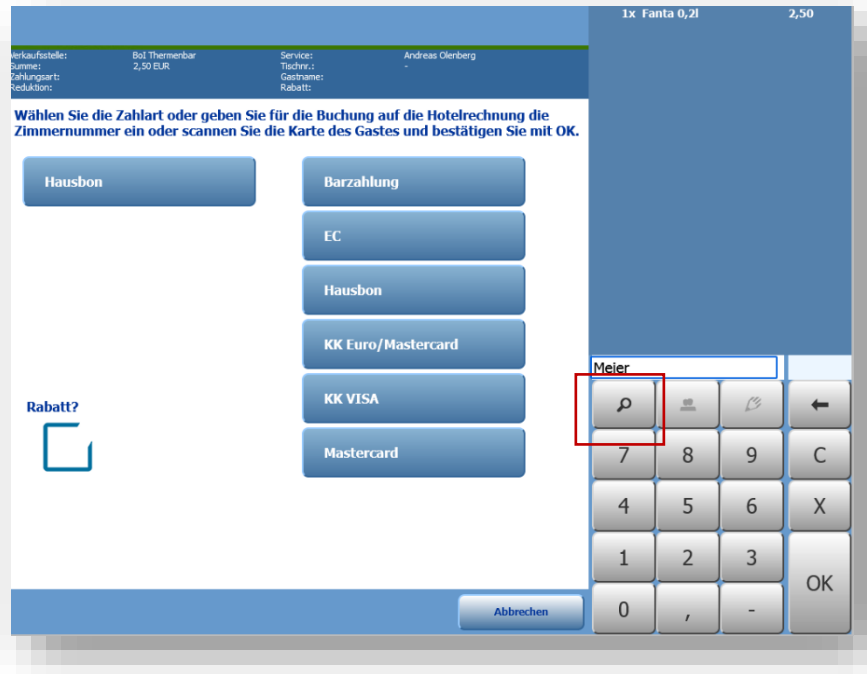
If you need to use a placeholder because the spelling is not quite clear, please use the asterisk symbol * or ? For example, you can find a guest named Meier or Maier like this:
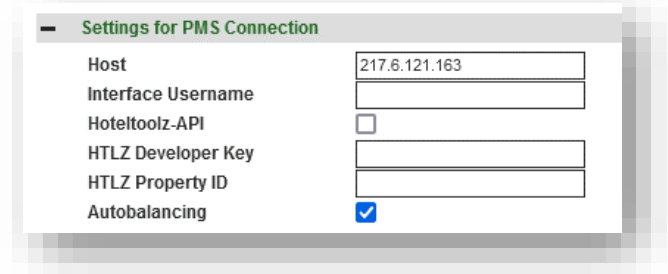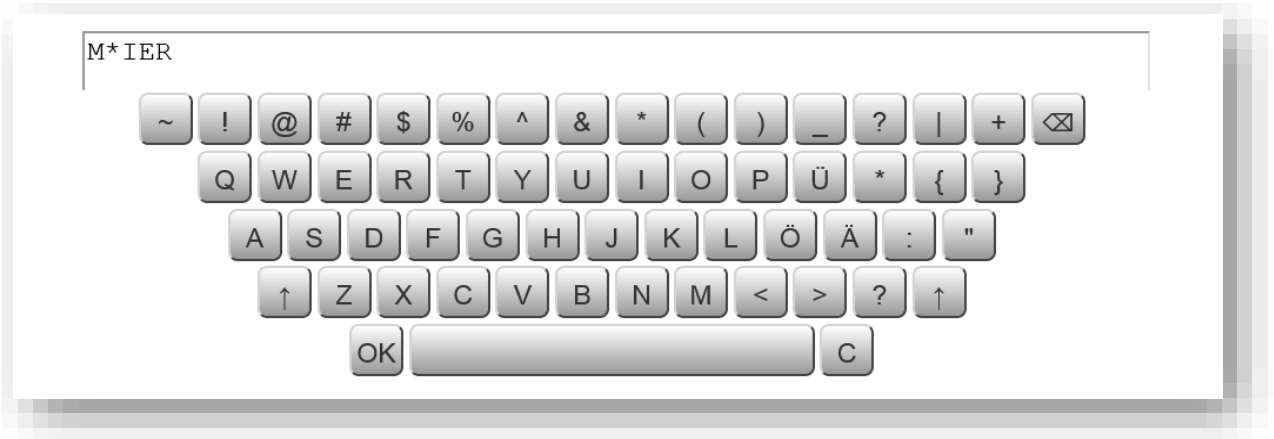
Auto-Balancing

Optionally, you can enter a Department Code for some payment types in addition to the Paymaster account, to which the turnover is sent for balancing. Manual balancing of the accounts is no longer necessary.
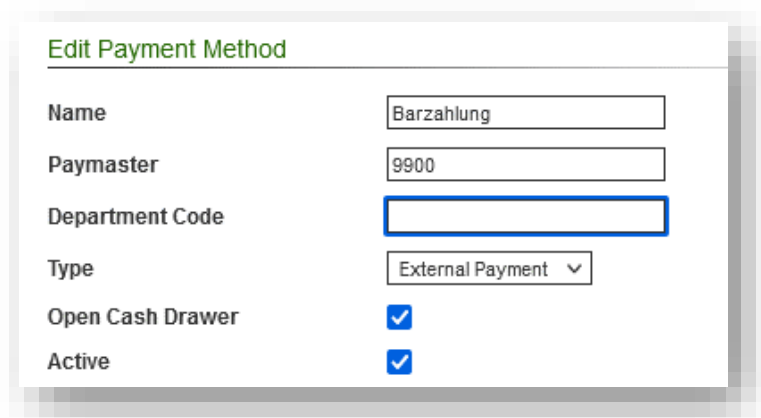
First, please set the checkmark for 'Autobalancing' in Master Data - Property - Settings for the PMS connection.

You will then find the field for the Department Code to which the Balancing Turnover is to be sent under Administration - Payment Methods when clicking on the magnifying glass.

Extended Suite 8 functions

Suite 8 clients have access to advanced statistical analysis and functions via an interface to Hoteltoolz Box. If you would like to use these extended functions, please contact us.