

## USER MANUAL

### ZKPOS STANDALONE ANDROID APP

Version: 2.5.4

Date: 01-09-2022

Software Version: 2.5.4



#### **ZKPOS STANDALONE ANDROID APP**

Mobile gadgets and android devices have become the order of the day. As that is the case, conventional pointof-sale systems started giving way for Mobile and Android POS systems. Android POS is in great demand for its mobility, agility and affordability. The process performance of these mobile and Android POS systems is on par with that of any traditional one. ZKPOS STAND ALONE ANDROID APP simplifies the way you do billing at your point of sale (POS). Instantly record sale & customer details and get powerful business insights. Print invoices right and make your billing system efficient and cutting-edge.

#### Mobile View

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**POS View** 

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#### **HOW TO INSTALL**

Mobile View

- Click on the ZKPOS STANDALONE ANDROID apk.
- Click on the INSTALL button to continue the installation of application.

## 



- After installation you get a window as shown in figure.
- Click on button if you want to work with the ZKPOS STAND ALONE ANDROID application.

#### ZKPos

#### Mobile View



- Allow the access to photos, media and files on your device.
- Then you get a window for Login/ Registration to the ZKPOS STANDALONE ANDROID APP.

#### Mobile View

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	LOG IN
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#### POS View

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Restore Database.	
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- Enter the details if you already register.
- Otherwise click on Registration button.

#### Mobile View

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Z	KPas
Name	
manu	
Mobile	
9856234258	
Email	
letsgoindia@gmail	.com
Password	
	Ś
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	Ś
Business Name	
Super Market	
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Select Country	

#### POS View

ZKP	75	
Name		
SAM		
Mobile		
9625386956		
Email		
kiranhj@gmail.com		
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	%	
Confirm Password		
	<i>S</i> b	
Business Name		
Market		
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Address		Activate Windows Go to PC settings to activa
Select Country		

#### REGISTRATION

- Enter the details in the respective fields.
- Make sure that your password must contain at least 8 characters including uppercase, lowercase, number and symbol.



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<i>I</i> D
Privacy Policy.
P

kiranhj@gmail.com	
Password	
%	
Confirm Password	
%b	
Business Name	
Market	
Address	
Address	
Select Country	
Agree Terms of Use and Privacy Policy.	
SIGN UP	
LOGIN	Activate Windows Go to PC settings to activat

- Select your respective country from dropdown menu.
- Agree the terms of use and privacy policy.
- Click on Sign Up button to complete the registration purpose.

#### Mobile View

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Email	
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#### POS View

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Email Password	
LOG IN	
REGISTRATION	
Restore Database.	

- Enter the email and password.
- Click on LOGIN button.

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11:17 A	M0.1KB/s ⓒ 🖬 👫 🗐 💷
Err le Pa A	Select Store and POS Super Market POS1
	Sample data 🗹
	CANCEL
	Restore Database.
	252



- Select the store and POS.
- Select the currency from the dropdown menu.
- If you want start the application with sample data, tick the check box against sample data. Otherwise start afresh.
- Click OK to continue.





Ē	License Management Activate, Renew and Manage the Product License. Activate Now, Your License will expire in 29 Days			
	Activate Now, Your License will expire in 29 Days			
Serial NO :				
Retailer Cod	e:			
		ACTIVATE NOW	CONTINUE TRIAL	QR
Ad-ons	national			
Add-ons(	Employee Management			QR

• You are redirected to the licence management window.

**POS View** 

- For activating the licence click on ACTIVATE NOW button.
- We can also activate the licence by using the QR Code
- You get an alert message that shows 'Your request is in processing state, please contact the administrator.

10:11 AM	
	QK
184	Inventory Management Stock receive, stock transfer, spoilage, manage stock, view inventory valuation reports etc.
	QR
B	Digital Invoice Enables for printing Digital Invoice
	QR
B	Cloud Report Enables for getting reports via cloud report app
	QR

- Contact respective person to activate the licence.
- You can continue with trial version by clicking CONTINUE WITH TRIAL (30 days) button.
- Employee management, Inventory management and digital invoice (B2B & B2C), Cloud Report are the optional features to this application.
- These features are available after activating it.

# Mobile View

#### POS View



- Default password is 1234.
- Enter the password.

- You can also restore the Data Base by clicking on the **RESTORE DB** option.
- You can also backup the data base by clicking on the BACKUP DB option
- You can also logout from the application by clicking on the LOGOUT option



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Ay Store	SKIP >>
Icon	
ZKPas	
Store Name	
Alias storename	
Device Name	
POS1	
Category	
Category	
Selling Area	
Selling Area	
SAV	E UPDATE LICENSE

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My Store	SKIP >>
Icos	
coffe shop	
Alias storename	
Device Name	
P0S1	
Category	
Category	
Selling Area Activate SAVE	Windows UPDATE LICENSE

- Enter the details for My Store
- Enter Store Name, Device Name, Category, Selling Area, Phone No, Email.....
- Click Save button.
- You can also update the license by clicking on the UPDATE LICENSE option

#### Mobile View



≡ Dashboard		
Sales	Dpen Tickets	e Barcode
K Return	Sales View	Receive
Transfer	Spoilage	

#### **GETTING STARTED**

- After completing the print set up you are redirected to DASHBOARD.
- Click the menu button on the left side of the figure.

POS View

#### Mobile View



03	View		
8	julie Post		
0	uliealphons18@gmail.com		
66	Dashboard	Open Tickets	Barcode
Ê	Sales		
	Day close	Sales View	Receive
	Reports	Sales View	Receive
đ	Receive		
(M)	Transfer	Spoilage	
<b>1</b>	License Manager		
Đ	Logout		
1	About		

- The menu shows the registration details on the top.
- Click on dashboard.





≡ Dashboard		
Sales	Dpen Tickets	® Barcode
Return	Sales View	Receive
Transfer	Spoilage	

#### DASHBOARD

- Dashboard contains Sales, Open tickets, Barcode, Return, Sales view, Receive, Transfer and Spoilage.
- Click on the menu button on the right top side of the application as shown in the figure.

#### Mobile View

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= Dashbo	ard	
		×
***		<b>.</b>
Settings	Customers	Stock Check
	2	5=
Membe rship card	Income	Expense
Customer Credit	Vendor Credit	
		_

¢¢ Settings	Customers	Stock Check	(E) Membership card	income
S== Expense	Customer Credit	Vendor Credit		

 On clicking the menu button, you can see Settings, Customers, Stock check, Membership card, Income, Expense, Customer credit and Vendor credit.

#### Mobile View

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$\equiv$ Setting		
		%
Items	Payment Types	ТАХ
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Account	Vendors	Order Types
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Utility	Printer Management	Language
2	•	3
Sync	Back up	Restore
\$	\$	=
Income Types	Expense Type	Card Type
<u>s</u>	*	1

#### POS View

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items	Payment Types	X TAX	Account	Vendors
by Order Types	) Utility	Printer Management	Language	Sync
<b>Back up</b>	5 Restore	\$ Income Types	\$ Expense Type	Card Type
S. Points	Unit Types	* Designed Script	Pay Apps	UPI
T My Store	Email Settings	Export	- <mark>-5</mark> Import	Data Clean
Cloud Report Service	Reset Invoice Number	Invoice Email Settings	Print Options	Activate Act

#### SETTINGS

- Click Settings option.
- Settings page contains the features as shown in the figure.





ALL 👻 🔍	Enter product name to search					
é	Apple     Fruit					50
₽ <sup>6</sup>	Grape     Fruit					50
/	Carrot     Vegetable					40
1	Aubergine     Vegetable					40
						Activate Windows
		and the second s	Categories	Discounts	Modifiers	Go to PC settings to activate

#### ITEMS

- Click on ITEMS option.
- ITEMS menu contains Items, Categories, Discounts, and Modifiers.
- Here you can see the sample products we already add in the application.
- There is a search field pick the products/ items easily.
- We can sort the products category wise by clicking the drop-down symbol as shown in the figure which makes searching even easier.

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C Enter category to search					
Pruit 2. Item					
Vegetable					
Bakery 0 Item					
Cosmetic 0 Item					
	Bens	□O ×⊿ Categories	Biscounts	Modifiers	Activate Windows Go to PC settings to activate

#### **Adding Category**

- Click on Category button at the bottom side.
- You can see the sample categories that created by the application.
- Enter the category name in the search field to find a particular category.
- To add a new category to this app, click on the '+' button in the category page.
- Enter category name, Description and category colour.
- Click save button to save the category to the application. Click OK to the confirmation message.





≡ Items			s
Category Name			
Description			
Category Colour			

- To delete a particular category, click on the 'x' symbol in the right bottom of the window. On deletion of a category, all products/items under this category will be deleted.
- To edit the details of an already saved category, select that particular category from the category window and make necessary changes.

#### Mobile View

2:17 PM	0.0KB	/= * 🕑 🕑	8 <sup>5</sup> 1 3 20 f
≡ Items			
Q Enter discou	int name to :	search	
Discount 1	1	0 %	
Discount 2	1	2 %	
			•
			•
品	<u>B</u> ð	(%)	+

#### POS View



#### Adding discount

- For adding discount to the products, click on the discount menu as shown at the bottom of app.
- You can see and search already saved discounts in the window.
- To add new discount to the app, click on '+' button as shown in the figure.
- Enter the discount name, and type of the discount.
- Discount type can be percentage or amount.
- Enter the discount rate or amount in the respective field.
- Select whether the discount is default or not and click the save button. Select OK to the confirmation message.



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Discount Name			
Туре			
Percentage			
Discount Rate/Amount			
			Activate Window

- Only percentage wise discount can be selected as default discount. More than one default discount cannot be created.
- Make sure that the discount does not violate the cost and sale price criteria.
- To delete a particular discount, click on the 'x' button at the bottom side of the window and Click yes to the confirmation message.
- To edit a particular discount detail, select the discount from discount window, make necessary changes and click Save.

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	Items			
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Mobile View

#### POS View



#### **Adding modifiers**

- Modifiers are the extra items with the products like sauces, salads or carry bags etc.
- You can see and spot the already saved modifiers using the search field.
- To add a new modifier, click '+' button.
- Enter the modifier name.
- Below you have the option to add modifiers and its price.





POS	View
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Modifier Name				
Modifier1				
Option Name	Option I	Price		ADD
Sauces	25		×	
				Activate Windo Go to PC settings to 1

- Click ADD button to enter the option name and option price.
- Enter the option name and option price.
- To add new option, click on add button again.
- If you want to delete a particular option, click on 'x' button against it.
- If you want to delete the modifier, altogether click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- To edit a particular modifier, select that one from the modifier window, make necessary changes and click ok to the confirmation message.

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≡ Items		SAV
Name		
Category		
FRUITS	•	
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barcude		0
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Items Cate	gories Discounts	Modifiers

Mobile View

#### POS View

= Items					SAVE
Name					
Category					
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Cost			Price		
SKU/PLE			UPC		
Barcode			UPC-4007		
					Activate Window
	2 Items	Categories	Discounts	Modifiers	Go to PC settings to activate

#### Adding item/product

- Click on items menu at the left bottom side of the window, then click on '+' button.
- Enter name, select the category from the drop-down box, enter cost price (cost) and sale price (price), SKU, barcode and alias name if any.
- UPC code is automatically updated by the application itself.





Sold By Kilogram					
Representation in Pos <ul> <li>COLOR</li> </ul>					
Weighing Item					
Tax Taxes Default Taxes		🗋 No Tax		Ac	tivate Window
	- Eleman - E	Discounts	Motilera		to PC settings to act

- Select the unit by clicking sold by field (<u>see units</u>).
- You can select the representation of an item in POS.
- Select colour or image.
- Select one colour if you want to represent the item in a particular colour.
- Select image otherwise.
- You have the option to browse for the image or you can take the photo by clicking the option 'CAMERA'.
- Click remove button if you want to delete the image.
- And if it is a Weighing Item click on the Weighing Item

Mobile	View		
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Tax Ta Default	ixes Taxes	No Tax	
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Modifiers			
Items	Categories	Discounts	Modifiers

Tax			
Taxes		No Tax	
Default Taxes			
GST			
Special Taxes			
Modifiers			
Modifier1			
Modifier2			
			Activate Window

- Select the tax (<u>See tax</u>) for the item, default tax is already selected by the app. If additional (special) tax is applicable, select the check box. Select no tax if none of them is applicable.
- Select the modifiers from the list as shown in figure. Click save button and click ok to the confirmation message.
- If you want to delete an item, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- To edit a particular item, select that one from the item window, make necessary changes and click ok to the confirmation message.



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$\equiv$ Setting		
Items	Payment Types	×. TAX
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\$ Income Types	\$ Expense Type	Card Type
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items	Payment Types	×. TAX	Account	Vendors
Urder Types	<b>X</b> Utility	Printer Management	Language	Sync
Back up	3 Restore	\$ Income Types	\$ Expense Type	Card Type
Points	Unit Types	° <b>P</b> Script	Pay Apps	UPI
My Store	Email Settings	Export	53 Import	Data Clean
Cloud Report Service	Reset Invoice Number	Invoice Email Settings	Print Options	Activate Go tWeighing Machine the

#### **PAYMENT TYPES**

• You can define the payment options while settlement of a receipt by clicking the payment menu from the settings page.

#### Mobile View



#### POS View

A G	ctivate Window to PC settings to

#### Adding payment types

You can see the saved payment types here Card, Cash etc.

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Add Payment Type	SAVE	
'ayment Type		
		Activate Window
		Go to PC settings to

• Select ok for confirmation message.



- If you want to delete a payment type, click on the 'x' button at the right bottom side of the window and click yes
  to the confirmation.
- To edit a particular payment type, select that one from the item window, make necessary changes and click ok to the confirmation message.

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=	Тах	
Q	Enter Tax name to search	
GST	18%	$\overline{}$
IGST	20%	

C. Enter Tax name to search		
obacco Tax	100%	
ST	18%	
		Activate Window Go to PC settings to

- Select Tax from the settings window.
- Already created taxes shown in the screen.
- You can create tax as a default tax or as a special tax. Default tax has a green tick mark as shown in the figure.
- Enter the tax name in the search field to spot it easily.
- To create a new tax, click on '+' button.

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Tax name  Tax Rate Tax %		Tax name Tax Rate Tax % Default Tax	
Default Tax			
			Activate Window Go to PC settings to
	Ē	<ul> <li>Adding tax details</li> <li>Enter tax name and tax rate.</li> <li>Select the check box if the tax</li> <li>Default tax is applicable to all</li> </ul>	

- Taxes other than default tax comes under the special tax, Special taxes are assigned while adding an item to the application.
- After entering the details click save button





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PUS	view

C Enter User name to search		
🚨 Joby	9747190553	
🚢 Libin	965847123	
		Activate Window Go to PC settings to +
		Co to re settings to

#### ACCOUNT

- We can create users in account option.
- Select Account from settings menu.
- Registered account details can be shown here along with the users we created in the application.
- Click on the registration account.

#### Mobile View

← Account Details		
Name		
julie		
Email		
juliealphons18@gmail.com		
Phone		
9911196177		
Role		
SuperAdmin		
Passcode		
1234	$\bigcirc$	
Confirm Passcode		
1234	$\bigcirc$	

Name	
Julie Rajan	_
Email	
juliealphons 18@gmail.com	
Phone	
9911196177	
Role	
SuperAdmin	
Passcode	
1234 (0	>
Confirm Passcode	
1234 Activate Win Go to PC setting	dows

- Our registered account details can be shown as in the figure.
- Role of the account is super admin and has full access to the application, it cannot be changed.
- We can change the passcode '1234' here.
- This account cannot be deleted.
- To create new account/ user click on the '+' button in the account window.



← Account Details	
Name	
Email	
Phone	
2	
Role	
ADMIN  ACCESS RIGHTS	•
Passcode	
	9D
Confirm Passcode	
	Ø C

Name		
Email		
Phone		
Role		
ADMIN 👻	ACCESS RIGHTS 🔫	
Passcode		
		<i>B</i>
Confirm Passcode		Activate Window Go to PC settings to

#### Adding an Account

- Enter name, email and phone number.
- Select the role admin or user.
- Put a tick mark in the check box for selecting the access rights to this particular user from the drop down.
- Enter passcode for login purpose.
- Click save.
- If you want to delete a user (except super admin), click on the 'x' button at the right bottom side of the window and click yes to the confirmation.

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• To edit a particular user, select that one from the item window, make necessary changes and click ok to the confirmation message.

DOCVIOU

	Vendors	
Q	Enter Name/Mobile to search	1
•	Coffe Cafe Day joshmeag@gmail.com kalamssery po	963258846799

0.	Enter Name/Mobile to search		
	Jhon		
•	jhon@gmail.com	9845262149	
	Aloor Sam		
•	sam sam@gmail.com	8945262149	
	Delhi	0743202147	
			Activate Window

#### VENDOR

- To see, add, edit or delete the vendor details, click on the vendor from settings menu.
- Click on the '+' button to add a new vendor.



Name*	
Tax Reg.No	
Mobile*	
Email*	
Address*	

POS	View

Nine*	
Tax Reg.No	
Moble*	
lau <sup>p</sup>	
Adavas*	
	Activate Window Go to PC settings to

#### **Adding Vendor details**

- Enter the details name, Tax registration number, and mobile, Email and Address and Click save button.
- If you want to delete a vendor, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- To edit a particular vendor, select that one from the item window, make necessary changes and click ok to the confirmation message.
- Once you receive (<u>see receive</u>) an item from the vendor you cannot delete his details from the application until you settle the amount of that vendor (<u>see vendor credit</u>).

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$\equiv$ Order Types	
Dine in	
Quick serve	
Drive through	
Take away	
Customer Delivery	
Online Order	

Mobile View

#### **POS View**

Dine in	
Quick serve	
Drive through	
Take away	
Customer Delivery	
Deline Order	
Act Go t	tivate Window to PC settings to

#### **ORDER TYPES**

- We saved these default order types in the application already.
- At the POS window, we have the option to select the order type.
- We can either activate or deactivate this feature i.e., selecting the order type feature through utility (see utility).





Order Type		
	۲	Activate Window Go to PC settings to

#### Adding an Order type

- Click '+' button to add a new order type to the application.
- Enter the order type name and click save.
- To edit a particular order type, select that one from the item window, make necessary changes and click ok to the confirmation message.
- If you want to delete n order type, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.

9:53 AM	0.1KB/s 🛈 📾 🕍 🛞 🛞 f
	GENERAL SETTINGS
MINUS STOCK	
ORDER TYPES	
MULTI BARCODE	
INCLUSIVE TAX	
UPI PAYMENT	
SEND ORDER	
CASH DRAWER	
DISPLAY COMPANY LOGO	
PRINT SECOND LANGUAGE	
PRINT KOT IN SIMPLE PRINT	
PRINT INVOICE IN SIMPLE PRINT	
PRINT LARGE FONT	
ENABLE PRICE EDIT POPUP	

#### **POS View**

	GENERAL SETTINGS
MINUS STOCK	8
ORDER TYPES	2
MULTI BARCODE	0
INCLUSIVE TAX	0
UPI PAYMENT	0
SEND ORDER	2
CASH DRAWER	
DISPLAY COMPANY LOGO	2
PRINT SECOND LANGUAGE	0
PRINT KOT IN SIMPLE PRINT	S
PRINT INVOICE IN SIMPLE PRINT	0
PRINT LARGE FONT	Activate Windows Go to PC settings to activate
ENABLE PRICE EDIT POPUP	Go to PC settings to activate

#### UTILITY

Mobile View

- Click Utility from settings page.
- Utility page contains the features of the application that you want to activate or deactivate.
- There is a check box against every feature to do so.
- We can set the general features also through general settings option.



10:09 AM	0.1 KB/s 🗇 📾 🕮 🖘 🐵	+
General Settings	×	
Please select decimal point c	ount*	I
2		I
Please select KOT print count	*	I
1		I
Please select invoice print co	unt*	1
1		ł
Please select items count*		1
8		ł
Select your UPI QR code type		I
Bill based QR		I
Unique QR		I
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POS	View
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	×
Please select decimal point count*	
3	
Please select KDT print count*	
1	
Please select invoice print count*	
1	
Please select items count*	
4	
Select your UPI QR code type	
Bill based QR	
Unique QR	
	Activate Windows
	Go to PC settings to activate

#### **General Settings**

Mobile View

- Click on the General settings option from Utility page.
- You can set the decimal point count for amount, can set it between 1 and 4.
- Select the KOT print and invoice print count.
- You can also set the item count in the sales page in a Row
- Select the UPI QR code type for UPI payment, Bill based QR or Unique QR.

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	GENERAL SETTINGS
MINUS STOCK	
ORDER TYPES	
MULTI BARCODE	
INCLUSIVE TAX	
UPI PAYMENT	
SEND ORDER	
CASH DRAWER	
DISPLAY COMPANY LOGO	
PRINT SECOND LANGUAGE	
PRINT KOT IN SIMPLE PRINT	
PRINT INVOICE IN SIMPLE PRINT	
PRINT LARGE FONT	
ENABLE PRICE EDIT POPUP	

	GENERAL SETTINGS
MINUS STOCK	
DRDER TYPES	
MULTI BARCODE	0
INCLUSIVE TAX	0
JPI PAYMENT	0
SEND ORDER	S
CASH DRAWER	•
DISPLAY COMPANY LOGO	S
PRINT SECOND LANGUAGE	0
PRINT KOT IN SIMPLE PRINT	S
PRINT INVOICE IN SIMPLE PRINT	0
PRINT LARGE FONT	Activate Windows
ENABLE PRICE EDIT POPUP	Co to PC settings to activate

- **Minus Stock**: By enabling the feature you can sale the products even you do not add the stock to this application. The stock details show it as a negative value and compensates it once you add the stock details.
- **Order types**: Order types allows the customer to choose the order type we created in the application already.
- Multi Barcode: You can add same barcode to more than one product by enabling this feature.
- Inclusive Tax: If the tax is inclusive, it is included in the price.



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$\equiv$ Utility		
	GEN	IERAL SETTINGS
MINUS STOCK		
ORDER TYPES		
MULTI BARCODE		
INCLUSIVE TAX		
UPI PAYMENT		
SEND ORDER		
CASH DRAWER		
DISPLAY COMPAN	Y LOGO	
PRINT SECOND LA	NGUAGE	
PRINT KOT IN SIMP	LE PRINT	
PRINT INVOICE IN S	SIMPLE PRINT	

POS	View

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					GENERAL SETTINGS
MINUS STOC	к				
ORDER TYPE	S				
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PRINT INVOI	CE IN SIMPLE P	RINT			
	DICE				

- UPI Payment: To enable UPI payment option. You have to enter default payment option to enable this feature (See UPI).
- Send Order: Enables the send order options to kitchen and take print out according to the category.
- **Cash drawer**: Enables the cash drawer facility.
- **Display Company Logo**: This feature activates the display of company logo in invoice.
- Print Second language: By enabling this option alias name will be shown in the print outs of invoices.
- Print KOT in Simple Print: This feature enables the printing of kitchen order ticket.
- Print Invoice in Simple print: Enables invoice printing.

10:41 AM	0.1KB/s 😳 🗃 💷 🙊 🎟 +
$\equiv$ Utility	
	GENERAL SETTINGS
SEND ORDER	
CASH DRAWER	
DISPLAY COMPANY LOGO	
PRINT SECOND LANGUAGE	
PRINT KOT IN SIMPLE PRINT	
PRINT INVOICE IN SIMPLE PRINT	
PRINT LARGE FONT	
ENABLE PRICE EDIT POPUP	
ENABLE AUTO PRINT	
EMAIL INVOICE	
ENABLE PRINT PREVIEW	
ENABLE TOBACCO TAX	
ENABLE ADD TOTAL AMOUNT	

Mobile View

	GENERAL SETTING
SEND ORDER	
CASH DRAWER	(
DISPLAY COMPANY LOGO	1
PRINT SECOND LANGUAGE	1
PRINT KOT IN SIMPLE PRINT	
PRINT INVOICE IN SIMPLE PRINT	1
PRINT LARGE FONT	1
ENABLE PRICE EDIT POPUP	
ENABLE AUTO PRINT	
EMAIL INVOICE	
ENABLE PRINT PREVIEW	
ENABLE TOBACCO TAX	Activate Windows
ENABLE ADD TOTAL AMOUNT	

- Print Large Font: By enabling this option invoice will print in Large Font.
- Enable Price Edit Popup: It helps to edit the price details during the purchase.
- Enable Auto Print : This feature used totake printautomatically
- Email Invoice: This feature used to send the invoice via Email.
- Enable Print Preview: You can see the invoice by enabling this option.
- Enable Tobacco Tax: If we enable this it will automatically add the Tobacco tax along with other taxes.
- Enable Add Total Amount : In order to calculate the product quantity, we first add the total





POS View		
Printer Management		
Printer 1		
	Printer Printer Management	Activate Windows Go to PC settings to activate

#### PRINTER MANAGEMENT

- Click Printer option from settings menu.
- There are two sections- printer and printer management.
- Select printer from the bottom side as shown in figure.
- To add a new printer, click '+'.

Mobile View

• We can add Wi-Fi, LAN, Bluetooth printer and USB printer to the application.

≡ Print	er Management	SAVE
Printer		
Printer Name		
Printer Type		
Wifi/LAN		
IP		
*******	xx	
Printer Page Size		
58mm		
		100
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e		
Prin	ter Printer Manag	ement

#### POS View

Printer Printer Printer Printer Printer Printer Printer Printe Printer Printe P			
Printer Type Wi6/LAN IP XXX.XXX.XXX.XXX	Printer		
Wife/LAN           IP           XXX.XXX.XXX.XXX	Printer Name		
19 XXX XXX XXX XXX	Printer Type		
	Wifi/LAN		
	IP		
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	Printer Page Size		
58mm	58mm		
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Activate Wii		e e	Go to PC settings to activate V
Go to PC settings to activit		Printer Printer Management	

#### **Printer**

- Enter the printer's name, select the type (Wi-Fi, LAN, Bluetooth or USB).
- Enter IP address for Wi-Fi/ LAN printer and search device for Bluetooth printer.
- Select printer page size 58 mm or 80 mm or A4.
- Click save button.
- You can also test it by clicking it on the Print option in the Right Bottom Side.
- To edit a particular printer, select that one from the window, make necessary changes and click ok to the confirmation message.
- If you want to delete a printer, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.





#### POS View

Printer Type TicketType PrintBill Departments:	🗆 ALL			
cpenitemcategory		Fruits	Select Department	(s) Vegitables
Backery				

#### **Printer Management**

- Select printer management.
- Choose the printer we already saved in the application.
- Select ticket type print bill or payment type print bill.
- Payment type print bill is to print the invoices.
- Ticket type print bill is to print the KOT. For ticket type print bill option, you have the facility to print the order from a customer department wise.
- Select the departments you want to send the order and click save button.
- If you want to delete a printer, click on the 'x' button at the right bottom side of the window.
- You cannot edit the printer details once you saved it. However, you can change the department in case of ticket type print bill.

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简体中文	c
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	Activate Windows Go to PC settings to activa

#### LANGUAGE

- You can change the language of application to Chinese and Arabic.
- Select the language option from settings menu.
- Choose the language according to your convenience.
- Click save.





POS View				
$\equiv$ Settings				
Sa Ca Items	Payment Types	% TAX	Account	Vendors
Crider Types	Utility	Printer Management	Language	<b>S</b> ync
Back up	Alert Do you want to kee	ep backup locally	Гуре	Card Type
9			NO YES	
Points	Unit Types	Script	Pay Apps	UPI
My Store	Email Settings	Export	-Si Import	Data Clean
Cloud Report Service	Reset Invoice Number	Invoice Email Settings	Print Options	Activate Windows Go twog kay Masteractivate W

#### **BACK UP**

- For keeping back up locally with your android device click Back Up button from settings page.
- Click yes to the alert message if you want to keep the backup locally and restore it whenever you want to do so.

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2:03 PM	0.2KB/s 💲 😇 🔯 端 🛙 🎟			
$\equiv$ Setting				
		%		
Items	Payment Types	ТАХ		
8		Ly I		
Account	Vendors	Order Types		
Alert Do you wan backup	t to restore data fr	om local		
	N	O YES		
N	C S	9		
Sync	Back up	Restore		
\$	\$			
Income Types	Expense Type	Card Type		
<u>5</u>	*	<b>'D</b>		
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OS View				
$\equiv$ Settings				
items	Payment Types	*/- TAX	Account	Vendors
Order Types	Utility	Printer Management	Language	C Sync
Back up	Alert Do you want to re	store data from local backup	fype	Card Type
Points	Unit Types	Script	NO YES Pay Apps	UPI
My Store	Email Settings	Export	- <b>Si</b> Import	Data Clean
Cloud Report Service	Reset Invoice Number	Invoice Email Settings	Print Options	Activate Windows Go tW2ig5by Holimectivate V

#### RESTORE

- To restore the data, click restore from the settings page.
- Click yes to the alert message.
- Now the data will be restored from the local back up.

#### Mobile View



#### POS View

Туре 1	
	Activate Window Go to PC settings to
	Go to PC settings to the re-

#### **INCOME TYPES**

- To view the income types, click on Income types option in settings page.
- Already saved income types are listed in the window.
- For adding income details to this app see income.

#### Mobile View





#### POS View

Income Type	
	(

#### Adding Income types

- To add income type, click on '+' button in the income type page.
- Enter the income type other than selling goods.

POSView

- Click save.
- To edit a particular income type, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete an income type, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.

#### Mobile View



ipense Type		
	۲	Activate Window Go to PC settings to

#### **Expense Types and Adding Expense Type**

- To view the expense types, click on expense type's option in settings page. Already saved expense types are listed in the window. For adding expense details to this app see expense.
- To add income type, click on '+' button in the income type page. Enter the income type other than selling goods and click save.
- To edit a particular income type, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete an income type, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.





#### POS View



#### (MEMBERSHIP) CARD TYPE

- Membership cards can be created through the application and introduces point system to satisfy the customers.
- Select the card type option from settings menu.
- You can see the card types here.
- For creating a new one clicks on '+' button

#### Mobile View

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		SAVE
Card Type		
Card Type		

#### POS View

ard Type	
	_

#### **Adding Card Types**

- Enter the card type name and click save. Click OK to the confirmation message.
- To edit a particular card type, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete a card type, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- After assigning a point system (<u>see points</u>) with the card type, you cannot delete it unless you delete the point system or membership cards.





#### POS View



#### POINTS

- You have to create point system for each card type.
- Select point's option from settings menu.
- Already created point details are listed as shown in the figure.
- Click on '+' button to add a new point system.

#### Mobile View

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Card Type		
Premium		
Amount		
100		
Point		
50		
Minimum I	Point	
40		
Redeem A	mount	
30		
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#### POS View

← Point		
Card Type		
Credit Card		
Amount		
100		
Point		
50		
Minimum Point		
40		
Redeem Amount		
30		
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#### **Adding Point details**

- Select card type.
- Enter the purchase amount to get points.
- Enter points, minimum points to redeem amount and redeem amount.
- Click Save button.
- If you want to delete a point detail, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- To edit a particular point detail, select that one from the window, make necessary changes and click yes to the confirmation message.





#### POS View

Kilogram	
Gram	
Litter	
	Activate Window Go to PC settings to
	GO TO PC settings to

#### **UNIT TYPES**

- Unit types added to the application can be listed as shown in the figure.
- Select Unit from settings page.
- To add a new unit type, click '+' button.

#### Mobile View

10:00 AM	1.3KB/s 🛗 🐩 🏟 🖅
← Unit Type	SAVE
Unit Type	
Abbreviation	
Eg: Kg	

#### POS View

Unit Type		
Abbreviation		
Eg: Kg		

#### Adding Unit types

- Enter unit type and abbreviation.
- Click SAVE button.
- If you want to delete a unit type, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- Once you save an item with a unit type, you cannot edit or delete that unit type.

#### Mobile View

10:07 AM	12.9KB/s 🗃 🗂	<b>†</b> 12
Browse Script File		
) Write your Script		
Please browse the script file	BROWSE FILE	RUN SC

#### POS View

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≡ Scri	ot					
Browse Scr	pt File					
O Write your S	cript					
Please brows	the script file				BROWSE FILE	RUN SCRIPT
						-

#### SCRIPT

- If you want to run scripts in case of any updating of the application, select script option from the settings page. Enter the admin password.
- Paste your script or browse the file as shown in the figure.
- Click Run script button.
- Login to the application again after successful updating of the script.





#### POS View

Enter app name to search	
Spay	
Activate ' Go to PC se	Window ttings to +
Activate Ge to PC set	ttings to

#### PAY APPS

- Option to add payment applications for invoice settlement.
- Select pay apps from settings page.
- Lists of pay apps already saved can be shown in the view.
  - To add new apps, click on '+' button.

#### Mobile View



# Poyment App Details of Pryment App Name

#### Adding Pay apps

- Enter the payment app and click save button.
- If you want to delete a pay app, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- Once you add the UPI account with a payment application, you cannot delete or edit the payment app until you delete the UPI account (<u>See UPI</u>)

#### Mobile View

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≡ UPI			
Q Enter app name to sea	rch		
Google Pay okhdfc@gmail.com			
			•
	۲		

R Enter app name to search	
Gpay okhdfe.com	
	Activate Windo Go to PC settings to

#### UPI

- To enter the UPI account, Select UPI option from settings page.
- Click '+' button to add a new UPI account.



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← UPI Details	
	SELECTPAYMENT 🔫
Payee Name	
JPI	
Default Payment	

#### POS View

← UPI Details	
Payee Name	SELECTPAYMENT 🔫
UPI	
Default Payment	
	Activate Window Go to PC settings to

#### Adding UPI account

- Select payment application from the drop-down box.
- Enter Payee name and UPI id.
- Select whether default payment or not.
- Click save button.

Mobile View

- To edit a particular UPI account, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete a UPI account, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.

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My Store	SKIP >>
lon	
res Alias storename	
Device Name POS1	
Category	
Category	
Selling Area Selling Area SAVE	UPDATE LICENSE

#### POS View

My Store	\$KIP >>
kon V V Store Name	
cofee shop	
Allas storename	
Device Name	
P0S1	
Category	
Category	
Selling Area	Activate Windows
	SAVE CS UPDATE LICENSE

#### **MY STORE**

- Choose my store from settings page.
- Enter store name, address, phone, Tax number, Footer for invoices etc.
- Click save.
- Without saving my store details you cannot sale products in this application.
- To edit the store details, select my store from settings page, make necessary changes and click update button.



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Sei	nder Details		Recive	er De	<u>tails</u>	
Email						
Pass	word		Email			
0	Daily Schedule Time	12:	00 AM			
0	O Daily on Select Interval					
Rep	orts Details					
	Date Wise Report	Payr Type	nent Report		Category Report	
	Invoice Report	Sales Repo			Stock Re	port
	Receiving Report	Profi	t Report		Order Typ Report	pe 90
	Vendor Credit Report	Custo Credi	omer it Report		Current S Report	Sales

#### POS View

Sender Details	Reciver Details	
Email		
Password	Email	
O Daily Schedule Time	12:00 AM	
O Daily on intervals	Select Interval	
Reports Details		
Date Wise Report	Payment Type Report	Category Report
Invoice Report	Sales Tax Report	Stock Report
Receiving Report	Profit Report	<ul> <li>Order Type Report</li> </ul>
Vendor Credit Report	Customer Credit Report	Current Sales Report

#### **EMAIL**

- You can get the reports through email by setting the details.
- Select Email from settings page.
- Enter sender and receiver details.
- Select schedule time for email.
- Select the reports you want through email.
- Click save button.

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DOCVIOU

#### **EXPORT**

- You can export data from the application like categories, product, customer and vendor.
- Select Export option from settings page.
- Select the data you want to export.
- You can export template or the whole data.
- The details automatically saved to a folder named ZKPos.
- Click export template/data.
- Click ok to the confirmation message.







#### IMPORT

- You can import categories, products, customers and vendors by selecting the import option from settings page.
- Select the file to import by clicking on the Choose file Option
- Click Import data.
- Click Ok to the confirmation message.

#### Mobile View



#### POS View

0	Sales and Receive	
0	Categories and Products	
	User	
	Customer	
	Vendor	
	CONFIRM	Activate Windows Go to PC settings to acti

#### DATA CLEAN

- By data cleaning you can erase the data from the application altogether.
- Select data clean from settings page.
- Select the data you want to delete from the app permanently.
- Click confirm button.
- Click yes to the confirmation message.

#### Mobile View



#### POS View

Membership card

#### CUSTOMERS

- Adding customer details to ease the loyalty programs for them.
- Click on the main menu button shown in the dashboard at right top side.
- Click Customers.





#### **POS View**

C. Enter Card.No/Name/Mobile to search		
Jude		
5958588268	<b>=</b> 1472	
Kevin		
<b>6</b> 9547185296	47582	
		Activate Window Go to PC settings to

#### **Adding Customers**

- You can see the details of customers as shown in figure.
- Search option is also given to find out the customer easily by card number, mobile and name.
- To add new customer details, click '+' button.
- Enter name, contact number, card number and email.
- You can browse and select photo by clicking Edit button.
- Select the date of birth.

Mobile View

Select whether customer account is a credit account or not.

4:01 PM	5.7KB/s \$ 🖯 👹 .all 😤 💷
← Add Ci	ustomer SAVE
Name *	
Contact number *	<b>č</b>
Card.No	EDIT
Email	
Date of birth	
Allowed credit	No
Building No. / Address Line 1	building NO./Address1
Street Name/ Address Line 2	Streetname/Addressline 2
District	District
City	City
Country	Country
Postal Code	Postalcode
Additional No.	Additional No

Name *		•
Confact number		<b>—</b>
Card. No		EDIT
mail		
Date of birth		
Allowed credit	No	
Building No. / Address Line 1	building NO./Address1	
Street Name/Address Line 2	Streetname/Addressline	
District	District	
Dity	City	
Country	Country	
Postal Code	Postalcode	Activate Window Go to PC settings to
Additional No.	Additional No	

- Enter address VAT number and remark also.
- Enter the Seller ID as well
- Click save button.
- To edit a particular Customer account, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete a customer account, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.
- Once the customer purchases a product through credit option, you cannot delete the customer details until the customer settle the bill (<u>see customer credit</u>)



:13 PM	0.0KB/s	808.41 ?.94
Check the stock		×
Q Enter Prod	uct/Category	
Apple Fruits	120	12
Orange Fruits	110	23
Grapes Fruits	150	50
Beet Root Vegitables	50	23

DOC	View
PUS	view

Check the stock				×
	Q	Enter Product/Category		
	NAME	PRICE	STOCK	_
	Apple Fruits	120	50	
	Grapes Fruits	150	30	
	Beet Root Vegitables	60	25	
	Pomegranate	200	36	Activate Windows Go to PC settings to activate

#### **STOCK CHECK**

- The stock details will be at your fingertip by selecting the Stock check option from main menu.
- To show the stock details you have to receive (see receive) that product once.
- The cost price and stock details of products can be seen as shown in the figure.
- You can search the product by entering its name as well as category.

#### Mobile View

#### 

#### POS View

Customer Name : Card No :	Jude 1000			
Card Type :	Platinum			
		Tel.		
			Activate Windo	

#### **MEMBERSHIP CARDS**

- To assign membership cards for customers, select membership card option from main menu.
- The list of cards is shown as in the figure and there is a search field too.
- Before adding membership card, you have to add card type (<u>see card type</u>) to the application.
- Click on '+' button to add new membership cards.



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Card Typ	e		
Premiu	n		
Custom	er		
Mobile			
Point			
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Card Type	
Gold	
Customer	
Mobile	
Point	
) )	
	Activate Window
	Go to PC settings to

#### **Adding Membership cards**

- Select the card type and customer.
- You can add customer while you clicking on the customer field as shown in the figure. You are redirected to customer page

POS View

- Click save button.
- Select OK to the confirmation message.
- If you want to delete a customer membership account, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.

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м	0.0KB/s \$ ඊ 昭교비 후 🛞
umber/Date	:/Type/Amount to search
INCOME I TPE	<b>AMOUN</b> 100

#### Mobile View

#### INCOME

- Save the income details according to the income type (see income type).
- Select income option from main menu.
- Listed view of income details can be seen in the window.
- To add new details, click '+' button.

#### **ZKPOS STANDALONE ANDROID APP**



Hull Gull OK/s	14:19	S H 6% 💶
		SAVE
Date		
12/10/2020		
Income Type	•	
Income Type		
Amount		
Amount		
Description		
Description		

POS	View

Date 1/13/2021	
1/13/2021	
Income Type	
Income Type	
Amount	
Amount	
Description	
Description	

#### Adding income details

- Enter date, select income type already saved as before, and enter amount and description.
- Invoice number assigned by the application by default.
- Click save button.

Mobile View

- To edit a particular income detail, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete an income detail, click on the 'x' button at the right bottom side of the window and click yes
  to the confirmation.

55 AM		0.0KB/s \$ <sup>(</sup> ⊙)	
≡ Expense	9		
C Enter Date/Invo	bice/Type/Amo	unt to search	
DATE INVOICE NUMBER	EXPENSE TYPE	AMOUNTA	TOTA L
11-08 -2022 EXP-1	Papp er Exp	100 0	100
TOTAL AMOUNT	: 100		
TAX:0			
GRAND TOTAL :	100		
			+

#### POS View

Enter Date/Invoice	2/Type/Amount to search				
DATE	INVOICE NUMBER	EXPENSE TYPE	AMOUNT	TAX	TOTAL
8/11/2022 10:55:04 AM	EXP-1	Papper Expense	100	0	100
TOTAL AMOUNT :	100				
TAX : 0					
GRAND TOTAL : 10	0				

#### **EXPENSE**

- Save the expense details according to the expense type (see expense type).
- Select expense option from main menu.
- Listed view of expense details can be seen in the window.
- To add new details, click '+' button.



10:05 AM	0.1KB/s \$ ତ 🗃 💷 😤 🕫
← Expense	SAVE
Invoice Number	EXP-2
Date	8/11/2022
Expense Type	Expense Type
Amount	Amount
TAX	ТАХ
TOTAL	
Description	Description

← Expense		
Invoice Number	EXP-2	
Date	8/11/2022	
Expense Type	Expense Type	
Amount	Amount	
TAX	TAX	
TOTAL		
	Description	
Description		

#### Adding Expense details

- Enter date, select expense type already saved as before, and enter amount and description.
- Invoice number assigned by the application by default.
- Click save button.

Mobile View

- To edit a particular expense detail, select that one from the window, make necessary changes and click yes to the confirmation message.
- If you want to delete an expense detail, click on the 'x' button at the right bottom side of the window and click yes to the confirmation.

10:51 AM	M 17.2KB/s 🕏 🖼 л 🗐 🤿 🗊					
	Custome	r Accou	ints			
Q Enter customer name to search						
NAME	MOBILE	DEBIT	CREDIT	BALANCE		
Julie	956423987	123.2	123.2	0.0		
DEBIT		123.2				
CREDIT		123.2				
BALANCE		0.0				

#### POS View

<u> </u>	Enter customer name to search										
NAME	MOBILE	DEBIT	CREDIT	BALANCE							
DEBIT		0									
CREDIT		0									
BALANC	E	0									

#### **CUSTOMER CREDIT**

- You have the option to give credit to the customers by saving the details in this application.
- Create a customer with credit account as mentioned as before.
- Purchase a product by selecting the customer (<u>see customer sales</u>) from sales window.
- Settle the bill through credit option (customer must possess a credit account).
- Select the customer credit option from main menu.
- You can see the account details of that customer as shown in the figure.
- Search the customer's name if you want to spot it easily.


💄 Julie 🔘 9564:	23987	SETT	LE
11/08/2022 to 1	1/08/2022	SEARCH	
DATE	DEBIT	CREDIT	_
1-08-2022 10:38:2 1-08-2022 10:50:5	3 0	0 123.2	
DEBIT	123.2		
CREDIT BALANCE	123.2		

### POS View

			⊥ Jose © 963528163
11/08/2022 to 11/08/2022 SEARCH			SETTLE
DATE	DEBIT	CREDIT	
8/11/2022 11:36:19 AM	320	0	
DEBIT	320		
CREDIT	0		
BALANCE	320		

### Settlement of customer credit

- For settling the credit amount, click on the detail of that particular customer.
- The date wise account details will be seen as shown in figure.
- Click the settle button.

### Mobile View

11:06 AM		0.0KB/s	80 <b>8</b> 7			
← Account Settlement						
Please Enter Your Amount						
1			CASH			
			CARD			
4		6				
			ONLINE			
7		9	UNLINE			
0		×				

### POS View

← Account Settlement						
Please Enter Your Amount						
		3	CASH			
			CARD			
4		6				
7			ONLINE			
· ·						
0		<⊠				

- Enter the amount by using the keypad.
- Select the settlement method.
- Now the account sheet displays the debit, credit and balance details of that customer.

### Mobile View

Z

Daffe Cafe 9632288467 0 14891.6 -1 99 EBIT 0 DREDIT 14891.6 AALANCE -14891.6	4891.6
CREDIT 14891.6	
3ALANCE -14891.6	

≡ Vendor Ac	counts			
<ul> <li>Enter vendor nar</li> </ul>	me to search			
NAME	MOBILE	DEBIT	CREDIT	BALANCE
DEBIT		0		
CREDIT		0		
BALANCE		0		
				Activate Windows Go to PC settings to activate V



### **VENDOR CREDIT**

- You have the option to receive products from a vendor by credit and save those details in the application.
- Once you receive a product from a vendor that account automatically changed to a credit account.
- Receive (<u>see receive</u>) a product from a vendor.
- Select the vendor credit option from main menu.
- You can see the account details of that vendor as shown in the figure.
- Search the vendor's name if you want to spot it easily.

### Mobile View



			≗ Coffe cafe day © 99111
11/08/2022 to 11/08/2022 SEARCH			SE
DATE	DEBIT	CREDIT	
8/10/2022 4:59:16 PM	0	6000	
8/10/2022 4:59:30 PM	0	4500	
8/10/2022 4:59:44 PM	0	1500	
8/10/2022 4:59:57 PM	0	7200	
DEBIT	0		
CREDIT	19200		
BALANCE	-19200		

### Settlement of Vendor credit

- For settling the credit amount, click on the detail of that particular vendor.
- The date wise account details will be seen as shown in figure.
- Click the settle button.

Mobile View							
11:26 AM		22.3KB/s \$	0 🖬 (1 🗟 💷 +				
← A	← Account Settlement						
	Please Er	nter Your Amoun	t				
		_					
1	2	3	CASH				
			CARD				
4		6					
			0111115				
7		9	ONLINE				
0		×					

← Account Settlement					
Please Enter Your Amount					
			CARD		
4	5	6			
		9			
		۲			

- Enter the amount by using keypad.
- Select the settlement method.
- Now the account sheet displays the debit, credit and balance details of that vendor.





≡ Dashboard		
Sales	Dpen Tickets	Barcode
Return	E Sales View	<b>E</b> ccive
Transfer	Spoilage	

### SALES

- We almost complete all settings to sale a product and settle the bill through this application.
- Sales menu in dashboard helps to sale a product that you saved in the app.
- Click the Sale button from dashboard.

### Mobile View

11:53 AM			0.0KB/	\$1088	1.5al (39) f
= /	ALL ITEMS ୟ	•	$\oplus$		
TICKETS(0)		8		NEW	
TOTAL	C	0.00	01	PEN TICK	ÆTS
Q Ente	er product na	me to se	earch		
Apple	Orang	je	Grapes		
SELECT	MEMBER		EN	ABLE BAI	RCODE
		SETT	LE		

### POS View

POS View

■ ALL ITEMS ▼ (+)			
Enter product name to search	Tickets(0)	Ē	e
Copys	Invoice no 0		
	MODIFIER DISCOUNT TAX Paid Amount TOTAL SELECT MEMBER	0 0 0 00.00	*
	SELECT MEMBER		

- This is the sale window of ZKPOS android application.
- The products are shown as in the figure.
- Select one product by clicking on it.

### POS View

	0		Q	Ø 🗖 🔹	
= ALL I	tems 🔻	$\oplus$		Apple	
Enter pro	duct name to si	Price			Ô
		15	0		_
Apple		Quant	ity		
		En	able Weighing 🔘	6	
		1			-
			- +		
		MODI			
		Sauce	s	25	0
		DISCO	UNTS		0
		Disco	unt 1	10%	0
		Disco	unt 2	10%	00.00
					Activate Window Go to PC settings to a

### Mobile View





- If you select an apple, a window will be opened as shown in the figure.
- You can change the price if you want for a particular sale.
- Change the quantity by clicking '- 'and '+' buttons.
- The product has modifiers with it, tick the check box.
- Default discount is already selected, if you want to remove it then untick the check box.
- Click ok.



alitek 🔹 💮			
Enterproduct numerico associ	Toint())	Û	6
🗰 🏟 📫	twiers 21		311.5
	içe:	ъ	13.8
	Angu ik	4	23.8
	NOLES	x	
	DISCO JHT	¢	
	10	)	
	PaidArant	3	
	TOTAL	401.000	
	SETCI MEMER		-
BAALEBAADDE	NEM CRISTO		ETRE

• If you want to change the details of a selected product, click on the product as marked as in the figure if you install the application in your mobile phone (landscape view).

ALLITEMS 👻 🕀			
Enter product name to search	Tickets(2)	Ô	6
	Invoice no 21		DINE IN
Age Capes Foregrade	Apple	TKg	150.00
	Pomegranate	169	250.000
	MODIFIER DISCOUNT	50 40	
	TAX	0	
	Paid Amount	0	
	TOTAL	410.000	
	SELECT MEMBER		(index
ENABLE BARCODE	NEW OPEN TICS		SETTLE

In your android tablet or android POS device, you can see the details as shown in figure, click on the item if you
want to change any details.

### Mobile View

_		.0KB/s\$© 183
ок	CANCEL	REMOVE
Price		
150.00		
Quantity		
Enable Weighi	ng 🌑	
1		
-	+	
MODIFIERS		
Modifier 1		
Sauce	25	
DISCOUNTS		
Discount 1	10%	
Discount 2	12%	<ul> <li>Image: A start of the start of</li></ul>

= ALL ITEMS - 🔶			OK CANCEL REMOVE		=
Enter product name to search				Î	
	Price				DINE IN
Apple	150.000			196	150,000
	100.000			1Kg	250.000
	Quantity			1Kg	250.000
	Enable Weighing 🔵				
	1				
	- +				
	MODIFIERS			25	
	Modifier1			65	
	Sauces	25		0	
	DISCOUNTS			0	
	Discount 1	10%		610.000	
			17 P.	Activate W	
	Discount 2	10%			ngs to activate W
				s кот	SETTLE

- Change the details according to your wish.
- You can remove the product by choosing Remove option.
- Select the product to remove
- Click ok after the necessary changes.
- Click settle button from sales window.



2:58 PM0.0KB/s 🕏 🕅 🕍 🗃 🕯 📾						
<b>1</b> +			)Ħ			
		CREDIT				
		UPI				
	Cash		Card			
	Online					
		7.00 0 Int Due Tota	ıl Paid			
			il Paid			
1			il Paid			
1	Amou	int Due   Tota				
	Amou 2	Int Due Tota	ALL			

POS View

				🖾 🗖 🔿			m # ¥ 34
TICKET					610.000 Amount Due	00.00 Total Paid	
Apple	1Kg	150.000			Amount Due	Total Paid	
Pomegranate	1Kg	250.000					
Pomegranate	1Kg	250.000					
MODIFIER		25					
DISCOUNT		65.000					
TAX TOTAL		0.000 610.000	_		_		
TOTAL		610.000				ALL	CREDIT
						ALL	UPI
						HALF	
						REDEEM POINTS	CARD
		1			8	PRINT PREVIEW	A CONTRACTOR

- In settlement window you have the option to select the payment mode (credit, UPI, cash or cards).
- Click ALL option or you can enter the amount using the keypad.
- And click the payment mode.
- You can also select the customer from the top right side option in the mobile view.

### Mobile View

Mobile View



TICKET		0.00 63.10
Apple 1Kg	50.00	Balance Total Paid
MODIFIER	10	
DISCOUNT	5.00	
TAX	8.10	Payment Completed
TOTAL	63.10	
ax Details		NEW ORDER
SST	8.1	

- You are directed to a page as shown in the figure
- You can take the printout by clicking the print button otherwise click new order

# Content Multi OK/s Content Multi OK/s Content of the second of the se

⊲	0 [	J (J	♥ ♦		5:06
TICKET				0.00 50.00 Balance Total Paid	
Apple	1Kg	50.00			
MODIFIER			INT OPTION		
DISCOUNT		0.00		leted	
TAX		0.00			
TOTAL		50.00		-	
		PRINT	B2C		
		O PRINT	B2B		

- You will get a pop up like this if you select a customer who has tax number.
- Select B2C or B2B print
- Click OK



 Please note that you need to activate the digital invoice feature and select the Print E invoice feature from utility.

### Mobile View

3:51 PM	0.0KB/s \$ 🗇 🖼 🕍 😰
all items 👻	+ 11
TICKETS(0)	B NEW
TOTAL 00	.00 OPEN TICKETS
O Fotor product nam	a In search
All Items	
Fruits	
Vegitables	
Backery	
	CANCEL
SELECT MEMBER	ENABLE BARCODE

POS View



### **ALL ITEMS**

 ALL ITEMS: You can view the products category wise by clicking the drop down. Select the category form the message box. The products under that category will be shown at the window.

### Mobile View

3:58	РМ		1.3	¥KB/s≵	: () <b>()</b> ()
Ор	en Item		lice		×
	1	2	3		
	4	5	6		ADD
Ī	7		9		REMOVE
				3	REMOVE
Julie	Points 5	°,	<	ENJ	ABLE BARCODE

### POS View

				<b>₽</b> ♦		調書 👻 44
Open item		×				=
	Pila				Tickets(0)	ā E
1	2 3		123		Invoice no 0	
		ADD	Pomeparate			
		REMOVE				
	0 💌					
					MODIFIER	0
					DISCOUNT	0
					TAX	0
					Paid Amount	0
					TOTAL	00.00
					SELECT MEMBER	Activate Windows
		ENABL	E BARCODE		NEW OPEN TICKE	

### **OPEN ITEM**

- OPEN ITEM: In case you want to bill a product that does not saved in the app urgently, you can choose the open item feature.
- Select the + button right side to ALL ITEMS.
- Enter the amount of the product.
- Click ADD button.
- Default tax is applicable to open items.
- To remove or update the open item price, select the open item from the product display window (landscape).
- Edit or remove the item.





= ALL ITEMS - 🛨		
9. Enter product name to search	Tickets(0)	<b>a f</b>
	Invoice no 0	
Egyl Cope," Yongpage		
	MODIFIER	0
	DISCOUNT TAX	0
	TAX Paid Amount	0
	TOTAL	00.00
	SELECT MEMBER	Activate Windov
		Go to PC settings to activate

- If you want to go to a new ticket, click the NEW button.
- For deleting a ticket click on
- You can view KOT symbol only in portrait view of your android mobiles. In landscape view you have a button KOT for to print ticket.
- For searching the products, there is a search field as shown in figure.
- In android tablets or android POS device, you have a button to print KOTs

### Mobile View

4:42 PM	0.0KB/s \$	🖾 🤿 🕪 🖾 🕤
÷	Open Tickets	
ī	27 Thursday, August 11, 2022	352
ī	22 Thursday, August 11, 2022	383
ī	20 Thursday, August 11, 2022	207
ē	17 Thursday, August 11, 2022	1242

### POS View

۵	0		Ċ	<b>2</b> •		🗃 ≭ 🔻 5:32
21 Thurs Dine i	day, August 11, 2 1	2022			610	
8 Thurs Dine i	day, August 11, 2	2022			225	
7 Thurs Dine i	day, August 11, 2 1	2022			135	

### **OPEN TICKET**

- The unsettled bills/ tickets are saved as open tickets in ZKPOS Standalone Android application.
- You can open the open ticket window from the dashboard by clicking OPENTICKET button.
- Or in POS sales window there is a button OPEN TICKET lies below the NEW button.
- By clicking a particular open ticket, you are directed to the sale window with the selected products.
- Click settle button to complete the process.





				S 🗖 🕈			<b>₩</b> \$₹ 50
	ITEMS 🔫	Ð					
Enter Barcode				D ADI	D Tickets(3)	Ô	Ę
					Invoice no 21		DINE IN
					Apple	1Kg	150.000
					Pomegranate	1Kg	250.00
					Pomegranate	1Kg	250.000
					MODIFIER	25.000	
					DISCOUNT	65.000	
					TAX	0.000	
					Paid Amount TOTAL	0.000	
					SELECT MEMBER		indov
		DI	SABLE BARCODE		NEW OPEN TICKE	та кот	SETTLE

### BARCODE

- You can select the product by using barcode reader also.
- Click enable barcode button in the sales window to activate the barcode feature otherwise you can click the BARCODE button from dashboard.
- Enter the barcode as shown in the figure.
- Click add button.
- Continue as in the normal billing.

### Mobile View



### POS View

= ALL HEMS • 🕀						
Enter Barcode		ADD ADD	Tickets(0) Invoice no 0			8
	-					
	Select Item					
	Grapes					
	Pomegranate					
			CANCEL		0	
			DISCOUNT		0	
			TAX Paid Amount		0	
			TOTAL		00.00	
			SELECT MEMBER			
DISABL	E BARCODE		NEW	OPEN TICKETS	КОТ	SETTLE

### **Multiple Barcode Facility**

- Activate the **Multi Barcode** option from Utility.
- Add products with same barcode.
- Enter the barcode in sales window and click on the ADD option
- A message box will be shown as in the figure to select the item which has same barcode.
- Click the particular item.





ALL ITEMS 👻 🕀			1
Enter product name to search	Tickets(3)	Ē	ŧ
	Invoice no 24	DRIVE TH	ROUG
Apple Grapes Pomegranate	Apple	1Kg 15	50.000
	Pomegranate	1Kg 25	50.000
	Pomegranate	1Kg 25	50.000
	MODIFIER	75	
	DISCOUNT	65	
	TAX	0	
	Paid Amount	0	
	TOTAL	660.000	
	SELECT MEMBER	Activate Window	
ENABLE BARCODE	NEW OPEN T		1.5

### **CUSTOMER SALES**

- We can sale products and save tickets by selecting the customer's name.
- In sales window there is an option 'select member'.
- Click on the button and you are directed to the customer page.

### Mobile View

Mohile View



# POS View . C. Enter Card.No/Name/Mobile to **a** 1472 = 47582

- Select customer from the list by clicking on it or create a new customer by clicking '+' button.
- Select the products and settle the bill.

10:00 AM			0.5KB/s \$	: T 🖬 🛍 💷
	ALL ITEN	is 🔻	$\oplus$	
TICKETS(	1)	8		NEW
TOTAL		621.00	OPE	N TICKETS
Q	Enter produc	ct name to sea	irch	
App		Orange	2	
		on an sye	Grapes	
liju Po		×		NABLE BARCODI

### **POS View**

ALL ITEMS 🔻	$\oplus$					
Enter product name	to search		Tickets(1)		Ē	8
	<b>1</b>	the second s	Invoice no 26			DINE IN
Aggle	Cripta	Francyperson	Apple		2Kg	300.000
			MODIFIER DISCOUNT TAX Paid Amount <b>TOTAL</b>		50.000 30.000 0.000 0.000 <b>320.000</b>	
			līju Points 50	×		
	ENABLE	BARCODE	NEW	OPEN TICKETS	кот	

### **Redeem points**

- According to the amount, you can give redeem points feature for customers.
- For this enter the details card type, points and membership cards as said before.
- The figure shows the point details of a customer while settle the bill by selecting the customer as before.
- For e.g.: you enter the details like customer get 10 Rs/- if they purchase for 20 points.
- In android tablet or android POS device, when you click select member option, the point details will be shown as in the figure if the customer has any.



		1	6KB/s 🖇 😳 🔛 🖾 🖬 🐠 🗲
÷	liju Points 15	50 ×	
		CREDIT	
		UPI	
	Cash		Card
	Online		
			0
	Amoun	2.00 0.0	
1	Amoun 2		
1		at Due   Tota	al Paid
	2	t Due Tota	al Paid

### POS View

TICKET					800.000	0.000	
Apple MODIFIER DISCOUNT FAX FOTAL	5Kg	750.000 125.000 75.000 0.000 800.000			Amount Due	Total Paid	
			1	2	3	ALL	CREDIT
							UPI
						HALF	CASH
						REDEEM POINTS	CARD
<b>_</b> + ju	×	Ħ			×	PRINT PREVIEW	ACTIVITIONLINE (1944)

• The customer reaches the point, then redeem points option will be in active state and 10 Rs/- will be reduced from your total amount by clicking the redeem point button.

### Mobile View

0:15 AM	0.2KB/s \$ 🗇 🕅 端 🕢 🕫
Order Type	×
Dine in	Quick serve
Drive through	Take away
Customer Delivery	Online Order

### POS View

rive through Take away	Order Type		×
	Dine in	Quick serve	
	Drive through	Take away	
nline Order Customer Delivery	Online Order	Customer Delivery	

### Order type

- Activate the order type option from utility.
- Open the sales window and select an item.
- An order type page will be opened as shown in the figure.
- Select the type and continue with the sales.

### Mobile View



### POS View



### Multiple payment facility

- You can settle bill using multiple payment option.
- You can settle the amount by clicking ALL if you are using single payment mode.
- Otherwise, you can settle it by clicking half or enter the amount using the keypad and select the payment mode.
- By clicking the cart symbol as in the figure, you can see the ticket details.





TICKET					320.000 Amount Due	0 Total Paid	
Apple	2Kg	300,000					
MODIFIER		50					
DISCOUNT		30			×		
TAX		0		Scan QR Code		×	
TOTAL		320.000		-			
				∎ Seeta L	•	_	
				232020	75 C		
			1	127-14-6	-5	ALL	
				1999 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 -	6		UPI
			4		R.	HALF	CASH
				CONFIRM			
					_		
			7	PRINT	- 11	REDEEM POINTS	
							Activat <u>e Win</u> dows
						PRINT PREVIEW	

### **UPI PAYMENT**

- If you pay the amount using your UPI account, select UPI option from the settlement window
- Before that Enable the **UPI Payment** option from the Utility

POS View

You can see the QR code there, scan the QR code for completing the payment. (UPI payment is only applicable inside INDIA)

### Mobile View

H all 4G al   1.2K/s	20:20	🕲 4 <u>G</u> 2 2	22% 💶
	EMS 🔻	$\oplus$	
TICKETS(1)	i 🔒 🛛	NEW	
TOTAL	-53.10	OPEN TICKE	TS
Q Enter pro	duct name to	search	
	,		
Ó	200		
Apple	Grape	Carrot	
1			
SELECT MEMB	ER	些	
E	NABLE BAR	ODE	

■ ALL ITEMS ▼	Ð					
Enter product nan	ne to search			Tickets(1) Invoice no 10		DINE I
Apple	Grape	Carrot	Aubergine	Apple MODIFIER DISCOUNT TAX TOTAL Paid Amount Tax Details GST	-1Kg -10 -5 -8.1 -63.10 0	-50.0
				SELECT MEMBER		
				NEW OPEN TIC	KETS KOT	SETTLE

### **RETURN(NEED TO RIGHT)**

- Easy return is a feature of ZKPOS standalone android application.
- You can return items without any invoices.
- Select the RETURN option from Dashboard.
- Select the products that a customer wants to return.
- A negative amount will be appeared at the space against TOTAL.

### Mobile View

11:04 AM	11:04 AM0.0KB/s \$ ⓒ 题 .at '	
Sales View		
Q Please enter re	ceipt.no	
12/07/2022	12/08/2022	\$
# 13		Refund
12-08-2022 11:03:17		₹-414
# 12		
12-08-2022 10:54:52		₹176
# 11		Refund
12-08-2022 10:54:01		₹-207
# 10		
12-08-2022 10:53:24		₹207
# 9		
12-08-2022 10:06:44		₹621
# 8		
12-08-2022 10:04:27		₹621

### POS View

Sales View						
12/07/2022	12/08/2022	Date : 8/11/2022 11:36:19 AM				Cashier : Julie
#7	Refund					
I/12/2022 11:52:21 AM	₹-160	Product		Unit Cost	Quantity	Amoun
# 6		Grapes		160	2	320
1/12/2022 11:29:10 AM	₹160		320			
#5		MODIFIER	0			
/11/2022 11:38:36 AM	₹30.6	TAX	0			
#4		DISCOUNT	0			
# 4 /11/2022 11:36:19 AM	1000	INVOICE TOTAL	320			
V11/2822 11:36:19 AM	₹320					
#3						
/11/2922 11:35:05 AM	₹135					
#2						
1/11/2022 11:23:22 AM	₹135					
#1					Activate )	
/11/2022 11:19:45 AM	₹150	REFUND				tings to activate PRINT

### **ZKPOS STANDALONE ANDROID APP**



### **SALES VIEW**

- Settled, refunded and returned invoices are shown in sales view.
- Click on SALES VIEW option from Dashboard.
- Select an invoice to see the details.
- You can search the invoice by entering the receipt number and sorting it by date.
- You can print the details by clicking the particular invoice as shown in the figure below.

### Mobile View



### POS View

Sales View						
		▼ MEMBER: Jose / 14253				
12/07/2022 # 7	12/08/2022 C	Date : 8/11/2022 11:36:19 AM				Cashier : Julie
8/12/2022 11:52:21 AM	₹-160	Product		Unit Cost	Quantity	Amount
#6		Grapes		160	2	320
8/12/2022 11:29:10 AM	₹160	SUBTOTAL	320			
# 5 8/11/2022 11:38:36 AM	₹30.6	MODIFIER TAX	0			
#4	\$30.0	DISCOUNT	0			
8/11/2022 11:36:19 AM	₹320	INVOICE TOTAL	320			
#3						
8/11/2022 11:35:05 AM	₹135					
#2						
8/11/2022 11:23:22 AM	₹135				Activate \	Vindouis
£1	3150	DECIMO			Go to PC set	ings to activate W
8/11/2022 11:19:45 AM	₹150	REFUND				PRINT

### Refunding of an invoice

- Click on the invoice that you want to refund from sales view page.
- Click the REFUND button

## Mobile View





- Select the item that you want to refund and select the quantity.
- Click ok and then REFUND.





Sales View		Refund		×		ш
<u>12/07/2022</u> # 7 B/12/2022 11 52:21 AM	<u>12/08/2022</u>	Credit	Jose 160.000		Quantity	Cashier : Julie Amount
# 6 B/12/2022 11:29:10 AM # 5 B/11/2022 11:28:36 AM	1	Cash Card			2	320
# 4 B/11/2022 11:30:19 AM # 3 B/11/2022 11:35:05 AM	1	Online				
# 2 8/11/2022 11 23 22 AM # 1 8/31/2022 11 29 45 AM	1		CONFIRM			Winclows tings to activate W PRINT

- Select the payment mode and click confirm.
- Now you are successfully refunded the invoice.

POS View

• The refund invoice will be shown as separately with a refund caption in red colour.

### Mobile View



### POS View

RECEIVE NUMBER	VENDOR NAME	TOTAL AMOUNT	
RECV-1	Jhon	949.9	

### RECEIVE

- To receive stock from vendors, click on RECEIVE button in dashboard.
- The details of stock receive can be seen as in the figure.
- To see the details, click on the particular receive invoice.
- To add stock to the application, click on '+' button.

### Mobile View

Invoice Date	Invoice Number	
12/08/2022		ADD ITEM
SELECT VENDOR 🔻		NEW

Invoice Date	Invoice Number	ADD ITEM
12/08/2022		NEW
SELECT VENDOR 👻		HEN.

- Enter invoice date and invoice number.
- Click on select vendor option.





### POS View

	EMAIL	MOBILE	ADDRESS
hon	jhon@gmail.com	9845262149	Aloor
am	sam@gmail.com	8945262149	Delhi

- Select the vendor.
- The vendor details are already saved in the application.
- After selecting the vendor click on ADD ITEM button.

### Mobile View

12:31 PM			3.8KB/s	\$ ⊙ 82.	al 🗢 🖪
Receive N	umber : # RE	CV-1			
O Fr	nter Item Code	/Name/OTV	to search		
	no non ooo	, manuel 4 1	10.000101		
ITEM CODE	NAME	COST PRICE	QTY	ТАХ	TOTAL
UPC-4000	Apple	120	12	259.2	1699.2
UPC-4001	Orange	110	23	455.4	2985.4
UPC-4000	Grapes	150	50	1350	8850
UPC-4001	Beet Root	50	23	207	1357
				TNUON	14891.6
					4 108
				ITEMS QTY	
					_
				- 1	Ð

### POS View

6000
4500
1500
7200
NET AMOUNT 1
TOTAL ITEMS 4 TOTAL QTY 1

- Select the item you want to receive.
- You are directed to a page which have to enter the quantity, price and tax details of the item.

### Mobile View

Price	
150	
Quantity	
12	
	Quantity

em Details		:
Name		
Apple		
UPC	Price	
UPC-4000	150	
Cost	Quantity	
120	50	
Tax		
Tax Taxes Default Taxessee all	□ No Tax	
Tax		
Tax Taxes Default Taxessee all		
Tax Taxes Default Taxessee all		

- Enter the quantity.
- Change the cost if you want to do so.
- Select the tax.
- Click Save button.
- Click Add item button to add new stock



Invoice Date          Invoice Date         Invoice Date         Invoice Date         COFFE CAFE DAY	3 Vendor kalams			ITEM
Receive Number : ITEM NAME	COST PRICE	QTY	ХАТ	TOTAL
UPC-4000 Apple	120	TOTA	259.2 AMOUNT L ITEMS L QTY	

### POS View

	nount to search		
ISSUED NUMBER	VENDOR NAME	TOTAL AMOUNT	
IS-1	Jhon	413	

### **STOCK TRANSFER**

- To transfer stock, click on TRANSFER button in dashboard.
- The details of stock transfer can be seen as in the figure.
- To see the details, click on the particular transfer invoice.
- To transfer stock from the application, click on '+' button.

### Mobile View

12:16 PM	0.0KB/s 🗇 I	83 ¶ \$ (I
Item Details		×
Name		
Apple		
UPC	Price	
UPC-4000	150	
Cost	Quantity	
120	23	
Taxes Default Taxessee all Special Taxes IGST	No Tax	
Total Amount 3	256.8	SAVE

Mobile View

tem Details		;
Name		
Grapes		
UPC	Price	
UPC-4002	160	
Cost	Quantity	
150	12	
150 Tax Zaxes	□ No Tax	
Тах		
Tax Taxes Default Taxessee all		
Tax Taxes Default Taxessee all		Activate Windows Go to PC settings to

- Enter invoice date and invoice number.
- Click on select vendor option and select the vendor. The vendor details are already saved in the application.

**POS View** 

- After selecting the vendor click on ADD ITEM button.
- Select the item you want to transfer.
- You are directed to a page which have to enter the quantity, price and tax details of the item.
- Enter the quantity, Change the cost if you want to do so, Select the tax.
- Click Save button. Click Add item button to transfer new stock or new button to transfer stock afresh.

Enter Issue.No/Vendor name/amount to search		Spoilage     Spoilage     Conter Issue No/Vendor name/amoun	t to search		
ISSUED NUMBER VENDOR NAME TOTAL AMOUNT		ISSUED NUMBER	VENDOR NAME	TOTAL AMOUNT	
SN-1 Coffe Cafe Day 1800		SN-1	Coffe cale day	2760	
		SN-2	Coffe cafe day	300	
		SN-3	Coffe cafe day	1440	
	SPOILAG	-		Activate Window Go to Krietsaya or	
	SPUILAG				

Enter vendor and item details.

### n the applica POS View



### **POS View**



	COFFE CAFE DAY 🔻		kalamassery					NE
NET AMOUNT TOTAL TEMS	ITEM CODE	NAME		COST PRICE	QTY	TOTAL		
TOTAL ITEMS	UPC-4000	Apple		120	12	1440		
							NET AMOUNT	1
TOTAL QTY								1
							TOTAL QTY	1

- Select vendor details from drop down.
- Click ADD ITEM to add products.

### Mobile View

Mobile View

:33 PM	1.2KB/s 🗞 🗇 🖼 🚚 📚 🎟
Item Details	×
Item Code	UPC-4000
Item Name	Apple
Sale Price	150
Cost Price	120
Quantity	15
Total Amount	1800

	• •	•••	•	
tem De	etails			

POS View

UPC-4002	
160	
150	
00.00	
ADD	
	Activate Windows Go to PC settings to activ

- Enter the quantity, and change the cost price if you want to do so.
- Click ADD button.
- Click Add item button to transfer stock to spoilage or New button to add a new spoilage.

1:50 PM	0.1KB/s	* • • • • • • • •
8	Kevin POS1 juliealphons18@gmail.com	===
-	Dashboard	ts
Ê	Sales	- 2
龠	Day close	
	Reports	
10	Receive	- 8
(M)	Transfer	
	License Manager	- 2
E•	Logout	
•	About	- 5
		- 8
		- 8
		_

Julie		
Julies phons 18 ggmail.com		
Dashboard	Open Tickets	Barcode
💼 Sales		
🚔 Day close	Sales View	Receive
Reports	Jailes View	Receive
at Receive		
M Transfer	Spoilage	
E License Manager		
C+ Logout		
()) About		

### DAYCLOSE

- At the time of day close you want to know the whole day's business and revenue earned. Even pending payments are not left behind in our POS system, helping you get over with any unfinished business right away.
- Click day close from the list.



2:04 PM	।			
_	Day Cit	JSE		DAY NO 1
CASHIER	TYPE	AMOUNT	RECEIVED	DIFFERENC
Kevin	Credit	-290.8	0	0
Kevin	Cash	5717.5	0	0
Kevin	Card	-31	0	0
Kevin	Voucher	37.5	0	0
	TOTAL SUM	5433.2	0	0
		DAY CLO	SE	

				DAY NO
CASHIER	TYPE	AMOUNT	RECEIVED AMOUNT	DIFFERENCE
Julie	cash	166.2	0	0
Julie	card	135.0	17	118.0
Julie	Credit	325.6	0	0
	TOTAL SUM	626.8	17	118.0
		DAY C	LOSE	

- Day number, cash type and amount details will be shown as in the figure.
- To enter the received amount, click on the respective detail.

### Mobile View

2:21 PM		0.2KB/s \$ 🕃	) 🗃 🗂 🔳 🥶 t
=	Day close		
		:	× NO 1
CASHII	Cashier	Kevin	FEREN
Kevin	Payment Type	Cash	
Kevin	Amount	5717.5	
Kevin	Received Amount		_
	Difference Amount	00.00	
		ок	
		UK .	

### POS View

=	Day close		
			×
CASH	Cashier	Julie	
Julie	Payment Type	card	
Julie Julie	Amount	135.0	
Julie	Received Amount		
	Difference Amount	00.00	
		OK	
		_	
			Activate Windo

- Enter the receive amount.
- We can see the difference in payment and received details if any.
- Click ok and then click day close button.
- Enter the admin password, only administrator can perform the day close.

2:25 PM	0.0KB	/s \$ @ 📾 🖽 🗩 f
≡ Report		
DATE WISE REPORT	PAYMENT TYPE REPORT	CATEGORY REPORT
INVOICE REPORT	SALES TAX REPORT	STOCK REPORT
RECEIVING REPORT	PROFIT REPORT	ORDER TYPE REPORT
VENDOR CREDIT REPORT	CUSTOME R CREDIT REPORT	CURRENT SALES REPORT
DAY CLOSE	TIME WISE REPORT	SALES TAX SUMMARY REPORT
TAX DETAILS REPORT	TAX SUMMARY REPORT	CUSTOM ER WISE SALES REPORT

Mobile View

### POS View

DATE WISE REPORT	PAYMENT TYPE REPORT	CATEGORY REPORT	INVOICE REPORT	SALES TAX REPORT
STOCK REPORT		PROFIT REPORT	ORDER TYPE REPORT	VENDOR CREDIT REPOR
CUSTOMER CREDIT REPORT	CURRENT SALES REPORT	DAY CLOSE	TIME WISE REPORT	SALES TAX SUMMAR REPORT
TAX DETAILS REPORT	TAX SUMMARY REPORT	CUSTOMER WISE SALES REPORT		
)				

### REPORTS

- These reports are generated based on the data you gather from your point of sale (POS) systems. This helps us to analyse the business and take necessary actions.
- Click on reports from the left side menu.

POS View

### Mobile View

**ZKPOS STANDALONE ANDROID APP** 

### 53



	Sear	ch via DAT	TE 🕶				
	DATE 01	/08/2022 to	16/08/202	2			
SEARCH							
			POF PDF				
DATE	ITEM	PRICE	QTY	TOTAL			
3/11/2022	Beet Root	61.6	1	61.6			
3/11/2022	Beet Root	61.6	1	61.6			
3/11/2022	Apple	132	1	132			
3/11/2022	Apple	132	1	132			
3/11/2022	Apple	132	2	264			
3/11/2022	Apple	132	1	132			
3/12/2022	Apple	132	1	132			
3/12/2022	Apple	132	3	396			
3/12/2022	Apple	132	1	132			
3/12/2022	Apple	132	3	396			
3/12/2022	Apple	132	3	396			
3/12/2022	Apple	132	1	132			
3/12/2022	Apple	132	-1	-132			
3/12/2022	Orange	176	1	176			
3/12/2022	Apple	132	-2	-264			
3/12/2022	Apple	132	-2	-264			
3/12/2022	Orange	176	1	176			
3/12/2022	Grapes	176	6	1056			
3/12/2022	Orange	176	1	176			
3/12/2022	Apple	132	3	396			
3/12/2022	Apple	132	3	396			

Search via	DATE 🔻	DATE 01/08/2022 to 16/08/2022			
				👼 PDF 😝 PRINT	
DATE	ITEM	PRICE	QTY	TOTAL	
8/11/2022	Apple	150	1	150	
8/11/2022	Apple	135	1	135	
8/11/2022	Apple	135	1	135	
8/11/2022	Grapes	160	2	320	
8/11/2022	999	30.6	1	30.6	
8/12/2022	Apple	135	1	135	
8/12/2022	Apple	135	-1	-135	
8/12/2022	Grapes	160	-1	-160	
8/12/2022	Grapes	160	-1	-160	
8/16/2022	Apple	135	1	135	
TOTAL		585.6			
TAX		16.2			
DISCOUNT		78.4			
MODIFIER		25			
GRAND TOTAL		626.8			

### **Date Wise Report**

- Date wise report shows the details by date and by day number
- Select date or day number from the dropdown.
- Select from date and to date or day number according to your selection.
- Click search to view details.
- You can export the report to PDF by clicking the pdf menu.
- You can also print the Report by clicking on the Print option.

### POS View

### Mobile View

ALL 👻								
01/08/2022 to 16/08/2022								
SEARCH								
		POF PC	F 🔒 PRINT					
DATE	INV.NO	TYPE	AMOUNT					
8/11/2022	1	Credit	123.2					
8/11/2022	2	Cash	207					
8/11/2022	3	Card	207					
8/11/2022	4	Cash	414					
8/11/2022	5	Cash	207					
8/12/2022	6	Cash	828					
8/12/2022	7	Cash	207					
8/12/2022	8	Voucher	37.5					
8/12/2022	8	Cash	583.5					
	9	Voucher	0					
			0					
8/12/2022	9	Voucher	0					
8/12/2022 8/12/2022	9	Voucher Voucher	0					
8/12/2022 8/12/2022 8/12/2022	,		•					
8/12/2022 8/12/2022 8/12/2022 8/12/2022	9	Voucher	0					
8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022	9	Voucher Voucher	0					
8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022	9 9 9	Voucher Voucher Cash	0 0 621					
8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022	9 9 9 10	Voucher Voucher Cash Cash	0 0 621 207					
8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022	9 9 9 10 11	Voucher Voucher Cash Cash Cash	0 0 621 207 -207					
8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022 8/12/2022	9 9 9 10 11 12	Voucher Voucher Cash Cash Cash Cash	0 0 621 207 -207 176					

ALL		DATE 01/08/2022 to 16/08/2022			
			👼 PDF 🛛 🖶 P		
DATE	INV.NO	TYPE	AMOUNT		
8/11/2022	1	cash	150		
8/11/2022	2	card	67.5		
8/11/2022	2	card	67.5		
8/11/2022	3	Credit	135		
8/11/2022	4	Credit	320		
8/11/2022	5	Credit	30.6		
8/12/2022	6	cash	160		
8/12/2022	7	Cash	-160		
8/12/2022	8	Cash	-160		
8/12/2022	9	Credit	-160		
8/16/2022	10	cash	176.2		
		TOTAL	626.8		

### Payment type report

- The details are organized according to the payment type.
- Select the payment type from the drop-down list.
- Enter the date range.
- Click SEARCH button.
- You can also Print and Download the PDF from it.

### Mobile View

	LL	• ][	ALL	•
	11/08	/2022 to	11/08/2022	
		SEARCI	H	
			POF PDF	
DATE	ITEM	PRICE	QTY	TOTAL
8/11/2022	Beet Root	61.6	1	61.6
	Beet Root	61.6	1	61.6
8/11/2022		132	1	132
8/11/2022		132	1	132
	Apple	132	2	264
8/11/2022				
8/11/2022 8/11/2022		132	1	132
8/11/2022		132 783.2	1	132
			1	132
8/11/2022 FOTAL		783.2	1	132
8/11/2022 TOTAL TAX DISCOUNT		783.2 0 106.8	1	132
8/11/2022 FOTAL FAX	Apple	783.2 0	1	132

ALL	✓ ALL	•	01/08/2022 to 16/08/2022	SEARCH
				👼 PDF 🛛 🖶 PRIN
DATE	ITEM	PRICE	QTY	TOTAL
8/11/2022	Apple	150	1	150
8/11/2022	Apple	135	1	135
8/11/2022	Apple	135	1	135
8/11/2022	Grapes	160	2	320
8/11/2022	999	30.6	1	30.6
8/12/2022	Apple	135	1	135
8/12/2022	Apple	135	14	-135
8/12/2022	Grapes	160	-1	-160
8/12/2022	Grapes	160	-1	-160
8/16/2022	Apple	135	1	135
TOTAL		585.6		
TAX		16.2		
DISCOUNT		78.4		
MODIFIER		25		
GRAND TOTAL		626.8		
UNAND FUTAL		020.0		Activate Windows Go to PC settings to activate



### **Category report**

- Category wise reporting helps us to understand the category wise and product wise sales.
- Select the category and item from the drop down.
- Select from date and to date.
- Click search to see the details.
- You can also Print and Download the PDF from it.

### Mobile View

11/08/2022 to			1/08/20	22		
				POF PD		
DATE IN	IVOICE	PRIC E	TAX	DISCOUNT	MODIF	IERTOTAL
8/11/20 22	1	123.2	0	16.8	0	123.2
8/11/20 22	2	132	0	18	75	207
8/11/20 22	3	132	0	18	75	207
8/11/20 22	4	264	0	36	150	414
8/11/20 22	5	132	0	18	75	207
TOTAL			783.2			
TAX			0			
DISCOUN	IT		105.8			
MODIFIE	R		375			
GRAND 1	OTAL		1158.2			

### POS View

		SEARCH				
						📑 PDF 🚔 PRIN
DATE	INVOICE	PRICE	TAX	DISCOUNT	MODIFIER	TOTAL
8/11/2022	1	150	0	0	0	150
8/11/2022	2	135	0	15	0	135
8/11/2022	3	135	0	15	0	135
8/11/2022	4	320	0	0	0	320
8/11/2022	5	30.6	0	3.4	0	30.6
8/12/2022	6	135	0	15	25	160
8/12/2022	7	-135	0	15	-25	-160
8/12/2022	8	-160	0	0	0	-160
8/12/2022	9	-160	0	0	0	-160
8/16/2022	10	135	16.2	15	25	176.2
TOTAL			585.6			
TAX			16.2			
DISCOUNT			78.4			
MODIFIER			25			
GRAND TOTAL			626.8			

### **Invoice Report**

- To see the invoice wise details, click on Invoice report.
- Select the date range and click search button.
- You can also print and download from it.

### POS View

Category AL	. •	Search via DATE 👻	0	1/08/2022 to 16/08/2022		
					📑 PDF 🔒	PRIN
DATE	INVOICE	Net Amoun	t	XAT	TOTAL	
8/11/2022		1	150	0	150	
8/11/2022		2	135	0	135	
8/11/2022		3	135	0	135	
8/11/2022		4	320	0	320	
8/11/2022		5	30.6	0	30.6	
8/12/2022		6	135	0	135	
8/12/2022		7	-135	0	-135	
8/12/2022		8	-160	0	-160	
8/12/2022		9	-160	0	-160	
8/16/2022		10	135	16.2	151.2	
Net Amount					:	585.6
Total Tax						16.3
Gross Amount					,	501.8

### Sales Tax Report

- Tax details of each sale can be seen here.
- You can see them as category wise.
- Select date or day number from the drop down.
- Enter from date and to date.
- Click search button.

### POS View

						📩 PDF 🛛 🖶 PR
TEM	RECEIEVE	OLD	SALES	TRANSFER	SPOILAGE	BALANCE
pple	94	0	4	0	35	55
rapes	30	0	0	12	2	16
omegranate	36	0	0	0	0	36

### Mobile View

÷	Stock R	eport			-	
			PD	PDF	-	PRINT
ITEM	RECEIE VE	OLD	SALES	TRANS FER	SPOILA GE	BALAN
Apple	24	0	18	0	15	-9
Orange	23	0	3	0	0	20
Grapes	50	0	6	0	0	44

### Mobile View

÷ :	Sales Ta	k Report					
Category	ALL 🔻	Searc	h via DAT	TE 🔻			
01/08/2022	to 16/08/2	022	SEARCH				
		PO	PDF				
DATE	INVOICE	Net Amount	ТАХ	TOTAL			
8/11/2022	1	123.2	0	123.2			
8/11/2022	2	132	0	132			
8/11/2022	3	132	0	132			
8/11/2022	4	264	0	264			
8/11/2022	5	132	0	132			
8/12/2022	6	528	0	528			
8/12/2022	7	132	0	132			
8/12/2022	8	396	0	396			
8/12/2022	9	396	0	396			
8/12/2022	10	132	0	132			
8/12/2022	11	-132	0	-132			
8/12/2022	12	176	0	176			
8/12/2022	13	-264	0	-264			
8/12/2022	14	-264	0	-264			
8/12/2022	15	1232	0	1232			
8/12/2022	16	176	0	176			
8/12/2022	17	396	0	396			
8/12/2022	18	396	0	396			
Net Amount				4083.2			
Total Tax				0			
Gross Amou	nt			4083.2			



### Stock Report

 By clicking the stock reports from report menu, you can see the stock details as shown in the figure.

### Mobile View

					PDF
DATE	ITEM CODE	ITEM	COST PRICE	QTY	TOTAL
8/12/202	2 UPC-4000	Apple	120	12	1440
8/10/202	2 UPC-4001	Beet Root	50	23	1150
8/10/202	2 UPC-4000	Grapes	150	50	7500
8/10/202	2 UPC-4001	Orange	110	23	2530
8/10/202	2 UPC-4000	Apple	120	12	1440
TOTAL IT	UNT 1406 EMS 5 FY 120	50			

### POS View

01/08/2022 to 16/08/2022			SEARCH			
					929	
DATE	ITEM CODE	ITEM	COST PRICE	QTY	TOTAL	
8/12/2022	UPC-4000	Apple	120	21	2520	
8/12/2022	UPC-4000	Apple	120	23	2760	
8/10/2022	UPC-4003	Pomegranate	200	36	7200	
8/10/2022	UPC-4005	Beet Root	60	25	1500	
8/10/2022	UPC-4002	Grapes	150	30	4500	
8/12/2022	UPC-4000	Apple	120	50	6000	
NET AMOUNT         24480           TOTAL ITEMS         6           TOTAL QTY         185						

### **Receiving Report**

- Receive details of products are listed as shown in the figure.
- To see the report, select the date range and click on search button.

### POS View

	01/0	8/2022 to 16/08/2022			
DATE	ITEM CODE	ITEM	COST PRICE	SALE PRICE	profit
8/16/2022	UPC-4000	Apple	120	135	15
8/12/2022	UPC-4002	Grapes	-150	-160	-10
8/12/2022	UPC-4002	Grapes	-150	-160	-10
8/12/2022	UPC-4000	Apple	-120	-135	-15
8/12/2022	UPC-4000	Apple	120	135	15
8/11/2022	UPC-4007	999	23	30.6	7.6
8/11/2022	UPC-4002	Grapes	300	320	20
8/11/2022	UPC-4000	Apple	120	135	15
8/11/2022	UPC-4000	Apple	120	135	15
8/11/2022	UPC-4000	Apple	120	150	30
TOTAL			503	585.6	82.6

### **Profit Report**

- To view the profit details, select profit report.
- Enter from date and to date.
- Click search button.

### Mobile View

INV.NO         CUSTOMER         AMOUNT           R/12/2022         10         NIL         207           R/12/2022         15         NIL         176           R/12/2022         15         NIL         1056           R/12/2022         15         NIL         1056           R/12/2022         15         NIL         1056           R/12/2022         15         NIL         176           R/12/2022         15         NIL         176           R/12/2022         17         NIL         621	DATE         INV.NO         CUSTOMER         AMOUNT           8/12/2022         10         NIL         207           8/12/2022         15         NIL         176           8/12/2022         15         NIL         1055           8/12/2022         15         NIL         1055           8/12/2022         15         NIL         176           8/12/2022         15         NIL         175           8/12/2022         17         NIL         621
DATE         INV.NO         CUSTOMER         AMOUNT           B/12/2022         10         NIL         207           B/12/2022         15         NIL         176           B/12/2022         15         NIL         1056           B/12/2022         15         NIL         1056           B/12/2022         16         NIL         176           B/12/2022         16         NIL         176           B/12/2022         17         NIL         621           B/12/2022         18         NIL         621	DATE         INV.NO         CUSTOMER         AMOUNT           8/12/2022         10         NIL         207           8/12/2022         15         NIL         176           8/12/2022         15         NIL         1055           8/12/2022         15         NIL         176           8/12/2022         17         NIL         176
8/12/2022         10         NIL         207           8/12/2022         15         NIL         176           8/12/2022         15         NIL         1055           8/12/2022         16         NIL         176           8/12/2022         16         NIL         176           8/12/2022         17         NIL         621           8/12/2022         18         NIL         621	8/12/2022         10         NIL         207           8/12/2022         15         NIL         176           8/12/2022         15         NIL         1056           8/12/2022         16         NIL         176           8/12/2022         17         NIL         621
R/12/022         15         NIL         176           B/12/2022         15         NIL         1056           R/12/2022         16         NIL         176           R/12/2022         16         NIL         176           R/12/2022         17         NIL         621           R/12/2022         18         NIL         621	8/12/2022         15         NIL         176           8/12/2022         15         NIL         1056           8/12/2022         16         NIL         1076           8/12/2022         17         NIL         621
8/12/2022         15         NIL         1056           8/12/2022         16         NIL         176           8/12/2022         17         NIL         621           8/12/2022         18         NIL         621	8/12/2022 15 NIL 1056 8/12/2022 16 NIL 176 8/12/2022 17 NIL 621
8/12/2022 16 NIL 176 8/12/2022 17 NIL 621 8/12/2022 18 NIL 621	8/12/2022 16 NIL 176 8/12/2022 17 NIL 621
8/12/2022 17 NIL 621 8/12/2022 18 NIL 621	8/12/2022 17 NIL 621
8/12/2022 18 NIL 621	
<b>TOTAL</b> 2857	
	<b>TOTAL</b> 2857

### POS View

,	u •	01/08/2022 to 16/08/2022	SE	ARCH
DATE	INV.NO	CUSTOMER	AMOUNT	
8/11/2022	1	NIL	150	
8/11/2022	2	NIL	135	
8/11/2022	3	liju	135	
8/11/2022	4	Jose	320	
8/11/2022	5	gest	30.6	
8/12/2022	6	liju	160	
8/12/2022	7	NIL	-160	
8/12/2022	8	NIL	-160	
8/12/2022	9	NIL	-160	
8/16/2022	10	NIL	176.2	
		TOTAL	626.8	

### **Order Type Report**

### **DROID APP**

### 56

01/	08/2022 t	0 16/08/2	022	SE	ARCH
			POF	PDF 🗧	
DATE	ITEM CODE	ITEM	COST PRICE	SALE PRICE	PROFIT
8/12/2022	UPC-4000	Apple	360	396	36
8/12/2022	UPC-4000	Apple	360	396	36
8/12/2022	UPC-4001	Orange	110	176	66
8/12/2022	UPC-4000	Grapes	900	1056	156
8/12/2022	UPC-4001	Orange	110	176	66
8/12/2022	UPC-4000	Apple	-240	-264	-24
8/12/2022	UPC-4000	Apple	-240	-264	-24
8/12/2022	UPC-4001	Orange	110	176	66
8/12/2022	UPC-4000	Apple	-120	-132	-12
8/12/2022	UPC-4000	Apple	120	132	12
8/12/2022	UPC-4000	Apple	360	396	36
8/12/2022	UPC-4000	Apple	360	396	36
8/12/2022	UPC-4000	Apple	120	132	12
8/12/2022	UPC-4000	Apple	360	396	36
8/12/2022	UPC-4000	Apple	120	132	12
8/11/2022	UPC-4000	Apple	120	132	12
	UPC-4000		240	264	24
8/11/2022	UPC-4000	Apple	120	132	12
8/11/2022	UPC-4000	Apple	120	132	12
8/11/2022	UPC-4001	Beet Root	50	61.6	11.6
8/11/2022	UPC-4001	Beet Root	50	61.6	11.6



- Select the Order Type From the Drop Down
- Enter from date and to date and click search option.
- You will get a report of each order type.

	/endor C	redit Rep		
		ALL 🔻		
01/08/2022	to 16/08/2	022	SEAR	сн
DATE	NAME	MOBILE	DEBIT	CREDIT
10-08- 2022 16:12:26	Coffe Cafe Day	9632588467 99	0	1699.2
10-08- 2022 16:12:37	Coffe Cafe Day	9632588467 99	0	2985.4
10-08- 2022 16:12:46	Coffe Cafe Day	9632588467 99	0	8850
10-08- 2022 16:12:58	Coffe Cafe Day	9632588467 99	0	1357
12-08- 2022 14:19:28	Coffe Cafe Day	9632588467 99	0	1699.2
DEBIT		0		
CREDIT		16590.8		
BALANCE		-16590.8		

### POS View

ALL	• • )[	01/08/2022 to 16/	08/2022		
					PD
DATE	NAME	MOBILE	DEBIT	CREDIT	
8/10/2022 4:59:16 PM	Coffe cafe day	9911196177	0	6000	
8/10/2022 4:59:30 PM	Coffe cafe day	9911196177	0	4500	
8/10/2022 4:59:44 PM	Coffe cafe day	9911196177	0	1500	
8/10/2022 4:59:57 PM	Coffe cafe day	9911196177	0	7200	
8/12/2022 1:02:50 PM	Coffe cafe day	9911196177	0	2760	
8/12/2022 3:01:40 PM	Coffe cafe day	9911196177	0	2520	
8/12/2022 3:02:19 PM	Coffe cafe day	9911196177	2016	0	
DEBIT		2016			
CREDIT		24480			
BALANCE		-22464			

### Vendor Credit Report

- Select vendor.
- Enter from date and to date and click search option.
- Vendor credit details are shown as in the figure.

POS View

### Mobile View

		ALL 🔻		
/08/2022	to 16/08	//2022	SEAR	сн
DATE	NAME	MOBILE	DEBIT	CREDIT
1-08- 1022 0:38:28	Julie	956423987	123.2	0
1-08- 1022 0:50:53	Julie	956423987	0	123.2
2-08- 2022 1:03:17	liju	9632845594	-414	0
EBIT		-290.8		
REDIT		123.2		
BALANCE		-414.0		

ALL	•	01/08/2022 to 16/0	18/2022	SEARCH	
					POF PD
DATE	NAME	MOBILE	DEBIT	CREDIT	
8/11/2022 11:35:05 AM	liju	88585551555	135	0	
8/11/2022 11:36:19 AM	Jose	963528163	320	0	
8/11/2022 11:38:36 AM	gest	5488	30.6	0	
8/11/2022 11:39:08 AM	gest	5488	0	30.6	
8/12/2022 12:23:34 PM	Jose	963528163	-160	0	
DEBIT		325.6			
CREDIT		30.6			
BALANCE		295.0			

### **Customer Credit Report**

- Like vendor credit report, customer credit report is also a feature of this application.
- Select the customer's name.
- Enter the date range.
- Click search button.

### POS View

				脑 PDF 🖶 PI
DATE	ITEM	PRICE	QTY	TOTAL
8/16/2022	Apple	135	1	135
8/16/2022	Pomegranate	225	1	225
TOTAL		360		
ТАХ		43.2		
DISCOUNT		40		
MODIFIER		25		
GRAND TOTAL		428.2		

### Mobile View

← (	Current	Sales R	leport	
			PDF PDF	
DATE	ITEM	PRICE	QTY	TOTAL
8/11/2022	Beet Root	61.6	2	123.2
8/11/2022	Apple	132	18	2376
8/12/2022	Orange	176	3	528
8/12/2022	Grapes	176	6	1056
TOTAL		4083.2		
TAX		0		
DISCOUN	т	556.8		
MODIFIEF	2	1350		
GRAND T	DTAL	5433.2		



### **Current Sales Report**

- Select current sales report from the list.
- Current sale details are shown as in the figure.
- Only shows the details before the day close.

### Mobile View

Day M	lumber 1		SEAR	-
AME	PAYMENT TYPE	AMOUNT	RECV	DIFF
Cevin	Credit	-290.8	0	0
Cevin	Cash	5717.5	0	0
Cevin	Card	-31	0	0
levin	Voucher	37.5	0	0

### POS View

NAME PAYMENT TYPE AMOUNT RECV AMOUNT DIFF Julie cash 166-2 0 0	
Julie cash 166.2 0 0	
	0 0
ulie card 135 17 118	17 118
ulie Credit 325.6 0 0	0 0

### Day close Report

- Select the day number and click search button.
- You can also take the Print out of the report.

### Mobile View

	DATE	11/08/2022	00:00:00	
	to	11/08/2022	16:57:42	
		SEARCH		
			PDF	
MM				
8/11/2022 10:38:29 AM	Beet Root	61.6	1	61.6
8/11/2022 3:02:17 PM	Apple	132	1	132
8/11/2022 3:02:52 PM		132	1	132
8/11/2022 3:04:31 PM	Apple	132	2	264
8/11/2022	Apple	132	1	132
TOTAL		783.2		
TAX		0		
DISCOUNT		106.8		
MODIFIER		375		

### POS View

Search via TIME -	DATE 11/08/2022	10:00:00 to 11/08/2022 17:31:26		SEARCH
				💩 PDF 🛛 🔒 PRIN
DATE	ITEM	PRICE	QTY	TOTAL
8/11/2022 11:19:45 AM	Apple	150	1	150
8/11/2022 11:23:22 AM	Apple	135	1	135
8/11/2022 11:35:05 AM	Apple	135	1	135
8/11/2022 11:36:19 AM	Grapes	160	2	320
8/11/2022 11:38:36 AM	999	30.6	1	30.6
TOTAL		770.6		
TAX		0		
DISCOUNT		33.4		
MODIFIER		0		
GRAND TOTAL		770.6		

### **TIME WISE REPORT**

Time wise sales report shows the sale details between the selected time

### Mobile View



icense l	Aanager	
Serial NO : Retailer Coo	License Management Activate, Renew and Manage the Product License. Activate Now, Your License will expire in 18 Days	ACTIVATE NOW
Add-ons		
:::	Employee Management Creating, Editing and Deleting Employees. Manage access rights for employees etc.	
		Activate Window
		Go to PC settings to activ



### LICENSE MANAGER

- Licence manager helps you to know your expiry date of demo.
- To activate the licence, click on ACTIVATE NOW button.

### Mobile View





### ABOUT

- To know more about zktecopos standalone click about button.
- Click check updates button if any new updates are available.
- You can also logout from here , click on the logout option in the top right side.

### Mobile View



### POS View



### LOG OUT

Click log out option to sign out currently log in person.