

Management User Guide: VYROX Point of Sales POS System (POSERVA)

1. Introduction

This guide is designed to help you effectively manage and operate the POSERVA system. It provides step-by-step instructions for utilizing this advanced POS system to handle payments, manage transactions, and ensure a seamless checkout experience for customers and staff.

2. POSERVA

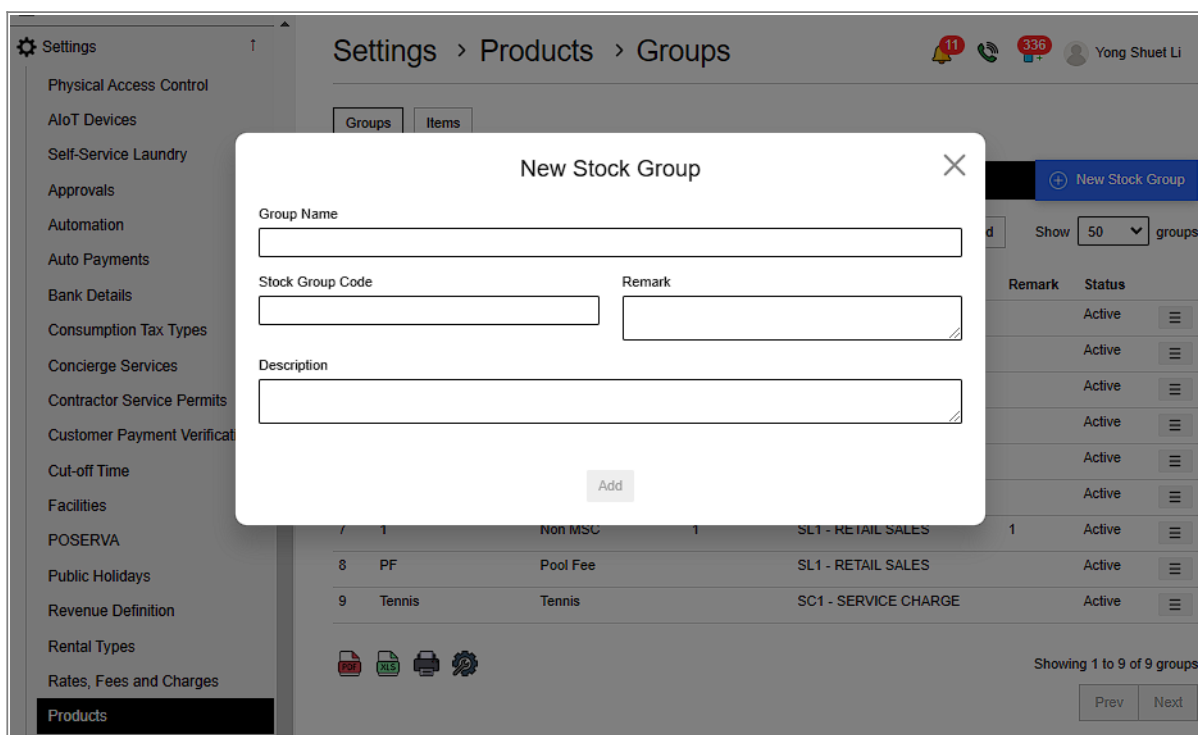
POSERVA is an advanced IoT-driven POS system for the F&B industry, leveraging cloud computing to optimize operations, enhance customer experiences, and boost profitability. Features include real-time analytics, smart inventory, and seamless cloud storage, revolutionizing F&B business management.

2.1 How to add New Stock Group

Go to **Settings > Product > Groups > New Stock Group > Fill in details > Add**

Details include:

1. Name
2. Stock Group Code
3. Remark Description



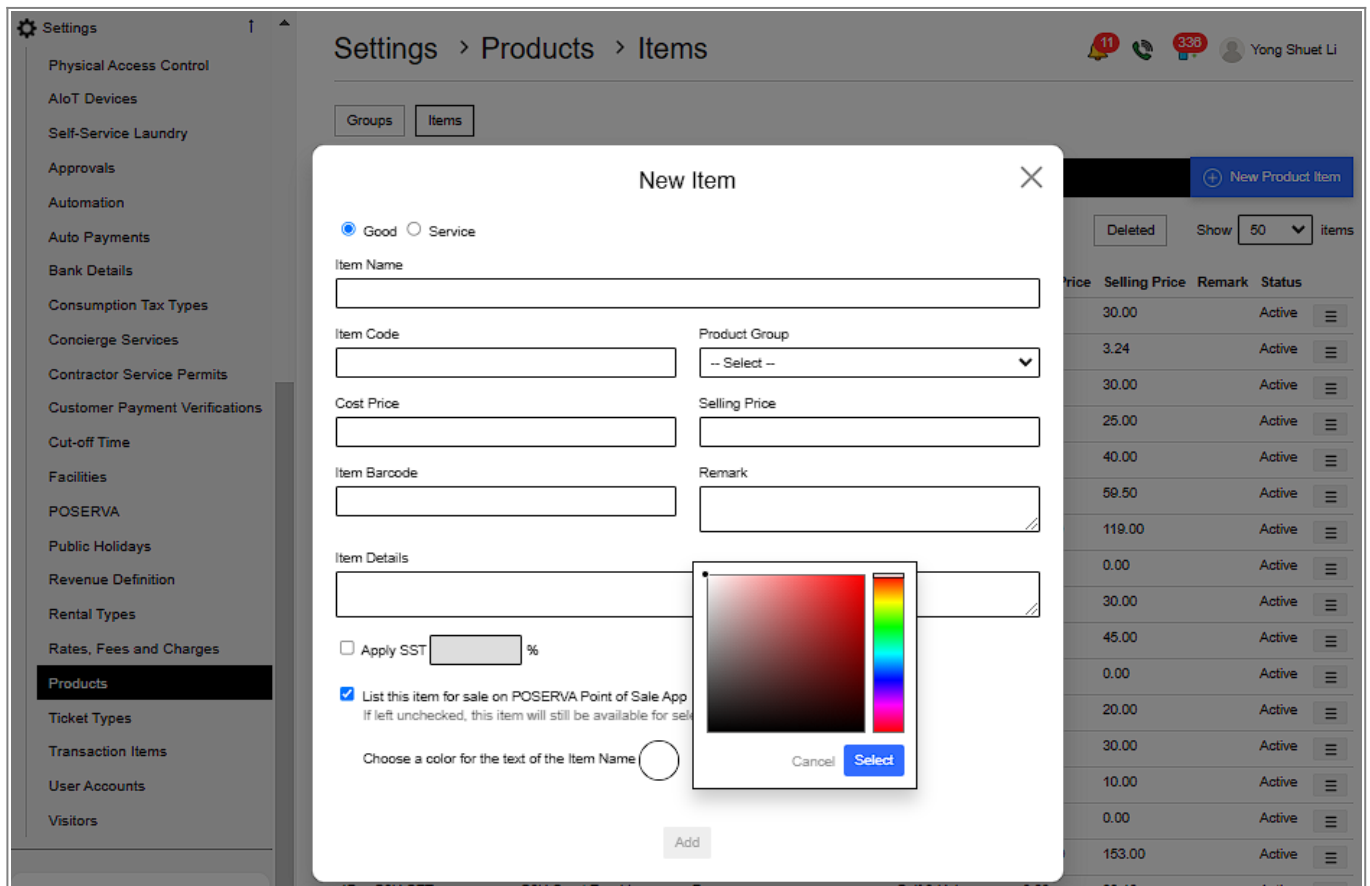
2.2 How to Add New Item

Go to **Settings > Product > Item > New item > Fill in details > Add**

- **Goods:** Physical items that can be owned and used.
- **Services:** Actions or activities performed to fulfil

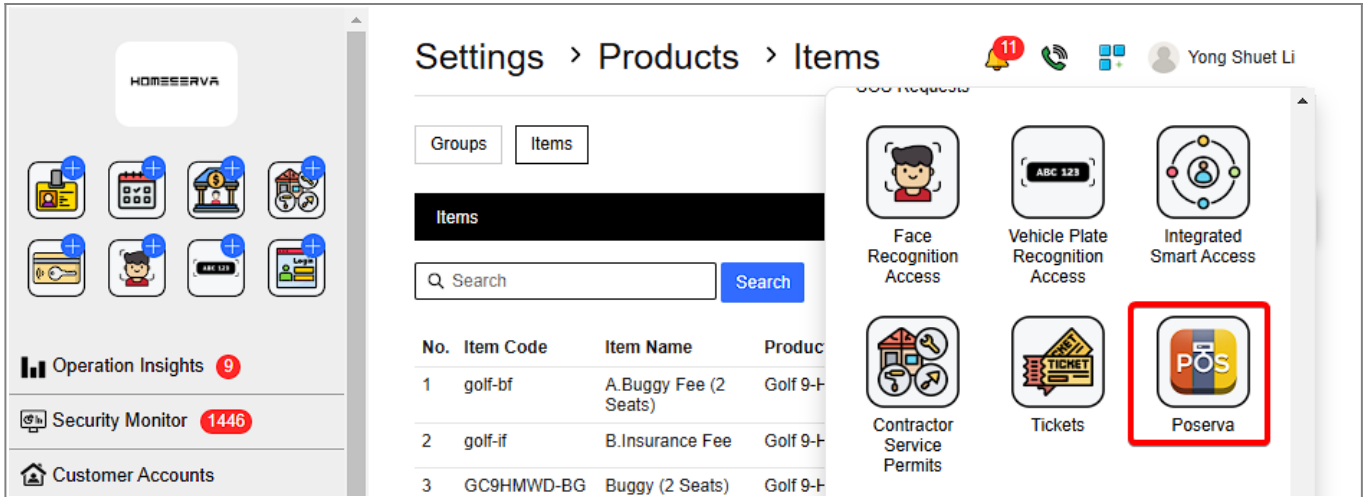
Details include:

1. Choose either item is Good or Service
2. needs or desires.
3. Item Name ,Code & Cost Price
4. Product Group
5. Selling Price
6. Item Barcode
7. Remark
8. Item Details
9. Apply SST amount
10. Whether to List this item for sale on POSERVA Point of Sale App (If left unchecked , this item will still be available for selection when creating a new invoice)
11. Choose a color for the text of the item Name

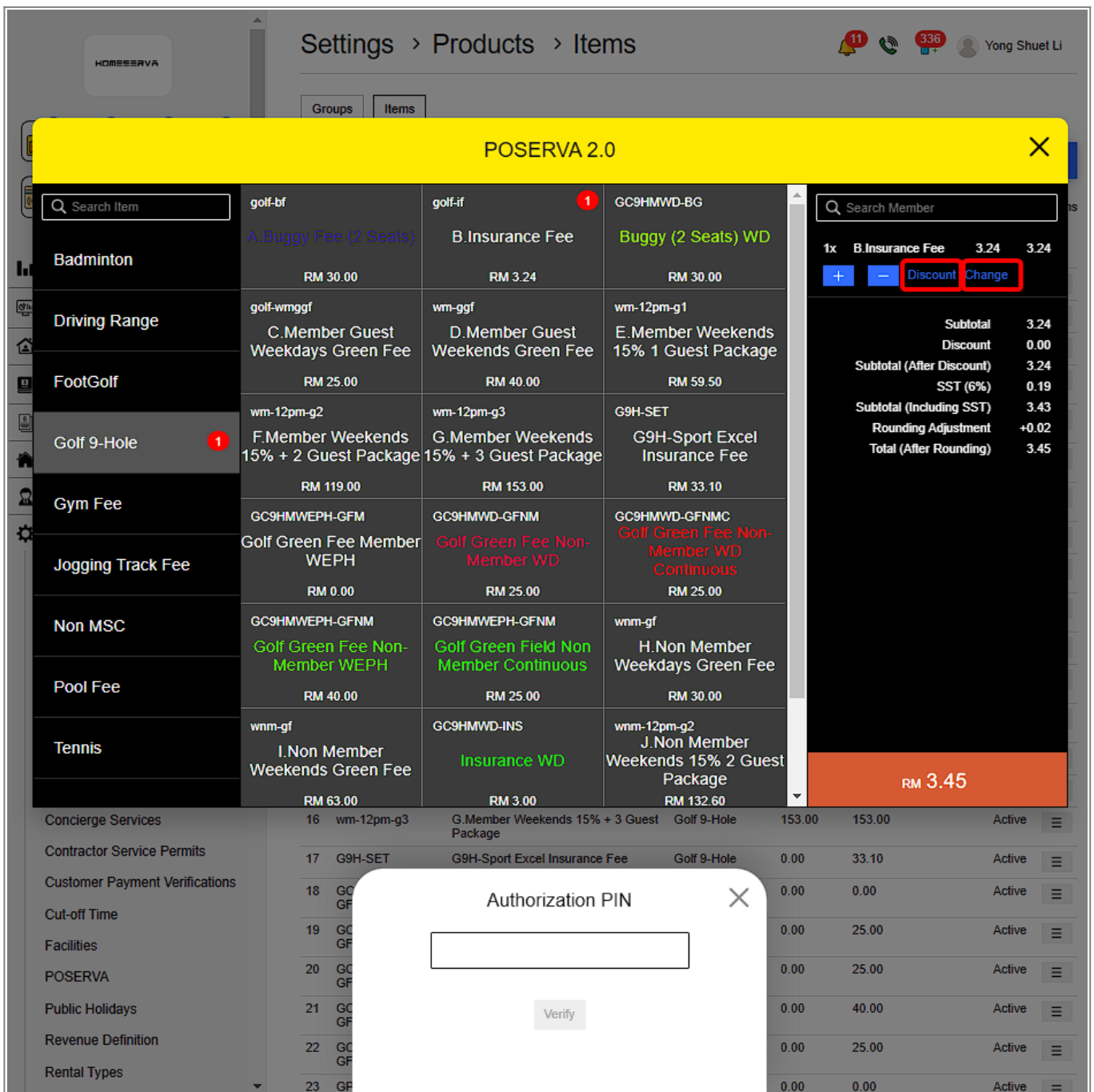


2.3 How to use POSERVA

Go to **More Options > POSERVA > Select items wanted > Select amount**



To change or give discount , **Select Discount or Change > Enter Authorization pin**



To pay , **Click on total amount > Select Bill To > Fill in details > Confirm > Select Payment Option > Confirm Pay**

Bill To options:

- Walk in = Immediately process to payment without account.
- Individual = New customer account will be created.
- Business = New business account will be created.

Bill To fill in details include:

1. Name
2. Phone no
3. Billing address
4. Email
5. Tax Identification Number

The screenshot shows the POSERVA 2.0 interface. On the left, there is a list of items categorized by sport: Badminton, Driving Range, FootGolf, Golf 9-Hole, Gym Fee, Jogging Track Fee, Non MSC, Pool Fee, and Tennis. Each item has a code and a description. In the center, there is a table with columns for item codes and descriptions. On the right, there is a summary table showing the total amount and a red box at the bottom right indicating the final total of RM 3.45.

Category	Code	Description	Price
Badminton	golf-bf	A. Buggy Fee (2 Seats)	RM 30.00
Badminton	golf-if	B. Insurance Fee	RM 3.24
Badminton	GC9HMWD-BG	Buggy (2 Seats) WD	RM 30.00
Driving Range	golf-wmggf	C. Member Guest Weekdays Green Fee	RM 25.00
Driving Range	wm-ggf	D. Member Guest Weekends Green Fee	RM 40.00
Driving Range	wm-12pm-g1	E. Member Weekends 15% 1 Guest Package	RM 59.50
Golf 9-Hole	wm-12pm-g2	F. Member Weekends 15% + 2 Guest Package	RM 119.00
Golf 9-Hole	wm-12pm-g3	G. Member Weekends 15% + 3 Guest Package	RM 153.00
Golf 9-Hole	G9H-SET	G9H-Sport Excel Insurance Fee	RM 33.10
Jogging Track Fee	GC9HMWEPH-GFM	Golf Green Fee Member WEPH	RM 0.00
Jogging Track Fee	GC9HMWD-GFNM	Golf Green Fee Non-Member WD	RM 25.00
Jogging Track Fee	GC9HMWD-GFNMC	Golf Green Fee Non-Member WD Continuous	RM 25.00
Pool Fee	GC9HMWEPH-GFNM	Golf Green Field Non Member Continuous	RM 25.00
Pool Fee	wnm-gf	H. Non Member Weekdays Green Fee	RM 30.00
Tennis	wnm-gf	I. Non Member Weekends Green Fee	RM 63.00
Tennis	GC9HMWD-INS	Insurance WD	RM 3.00
Tennis	wm-12pm-g2	J. Non Member Weekends 15% 2 Guest Package	RM 132.60

Item	Quantity	Price	Total
B. Insurance Fee	1x	3.24	3.24
Subtotal			3.24
Discount			0.00
Subtotal (After Discount)			3.24
SST (6%)			0.19
Subtotal (Including SST)			3.43
Rounding Adjustment			+0.02
Total (After Rounding)			3.45

The screenshot shows the POSERVA 2.0 interface with a 'Bill To' modal form open. The background displays a list of items including 'Badminton', 'Driving Range', 'FootGolf', 'Golf 9-Hole', 'Gym Fee', 'Jogging Track Fee', 'Non MSC', 'Pool Fee', and 'Tennis'. A cart summary on the right shows a total of RM 3.45. The 'Bill To' form includes fields for customer name, phone number, address, postal code, city, state, country, email, and TIN. The form is titled 'Bill To' and has a close button (X) in the top right corner. Below the form, a message states 'Okay, a new customer account will be created.' and a 'Confirm' button is visible.

Bill To

Walk-In Individual Business

Customer Full Legal Name:

Mobile Phone No.:

Billing Address Line 1:

Billing Address Line 2:

Billing Address Line 3:

Postal Code:

City/Town/Suburb/District:

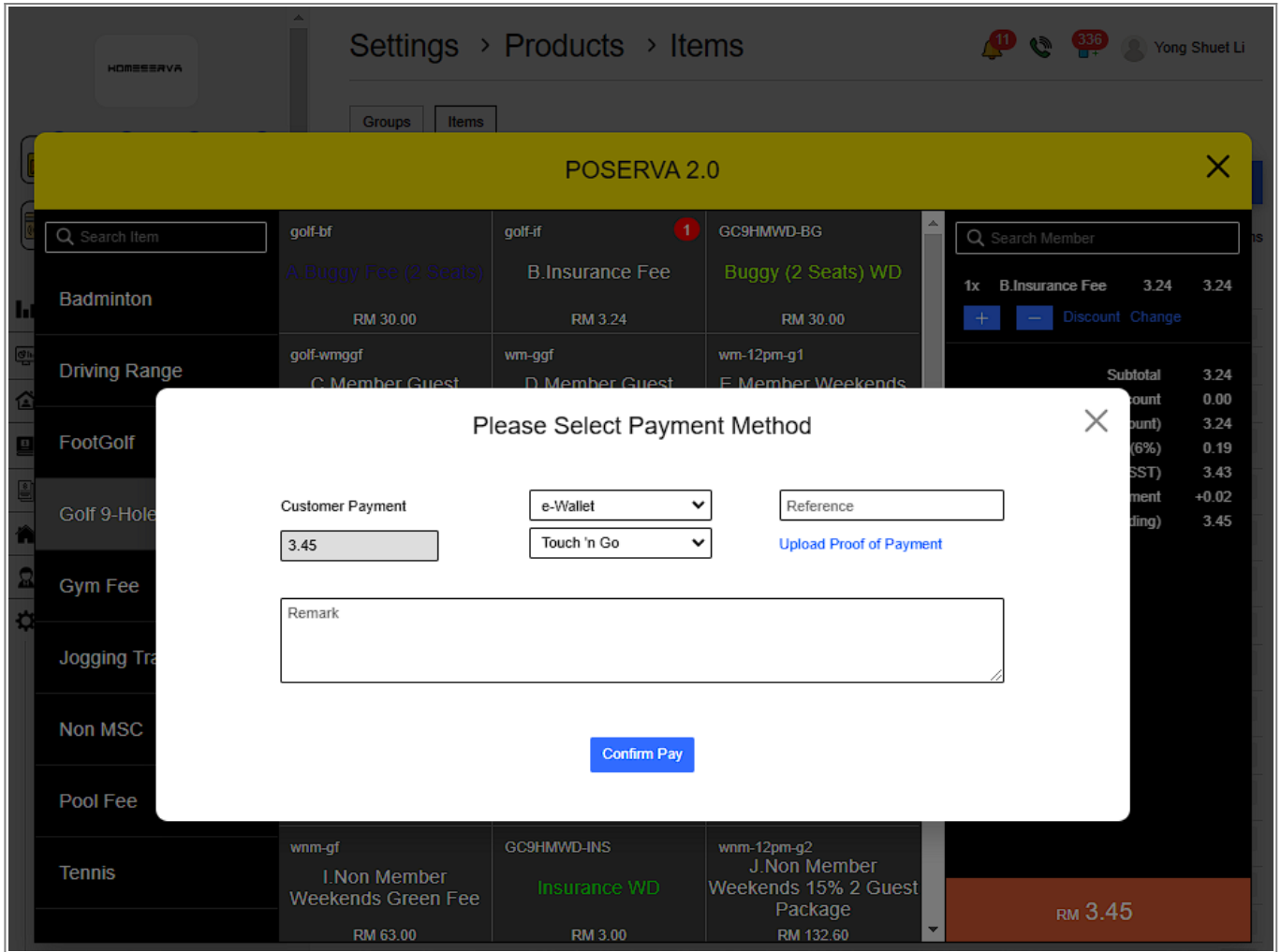
State/Province/Region:

Country:

Email Address:

Tax Identification Number (TIN):

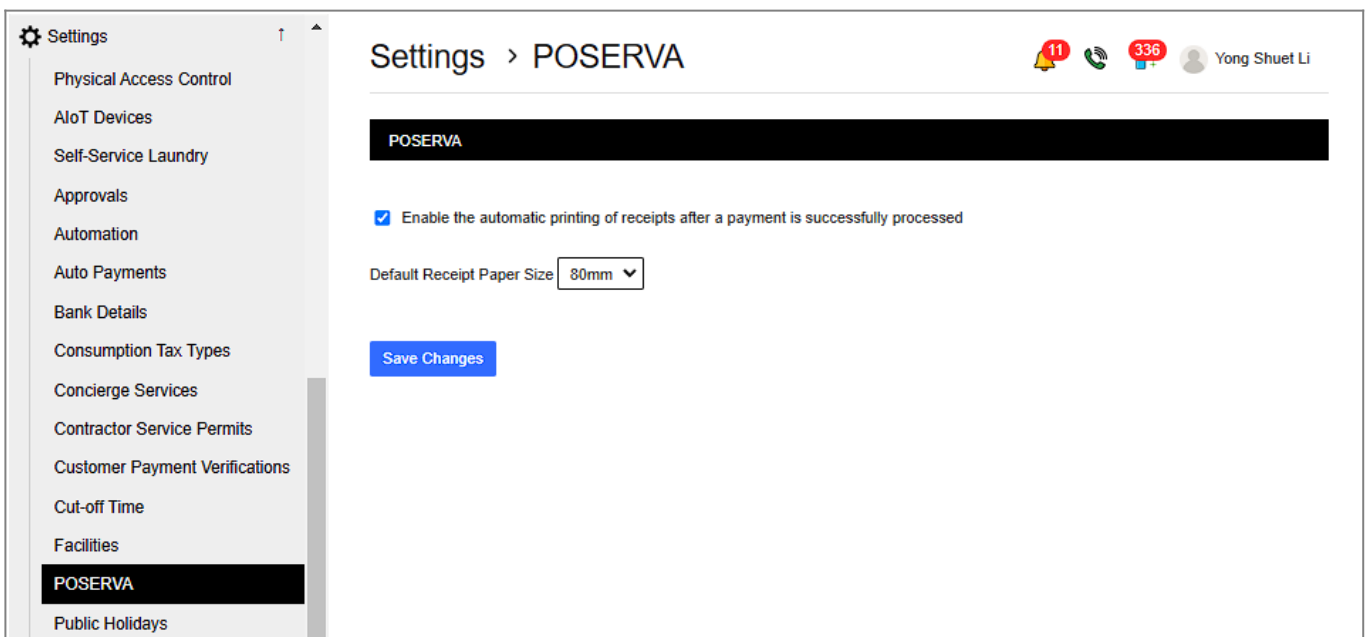
Okay, a new customer account will be created.



2.4 How to Automatically Print Receipts

Go to **Settings > POSERVA > Save Changes**

Choose whether to enable the automatic printing of receipts after payment is successfully processed .Then Choose Receipt Paper Size.



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