

# 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

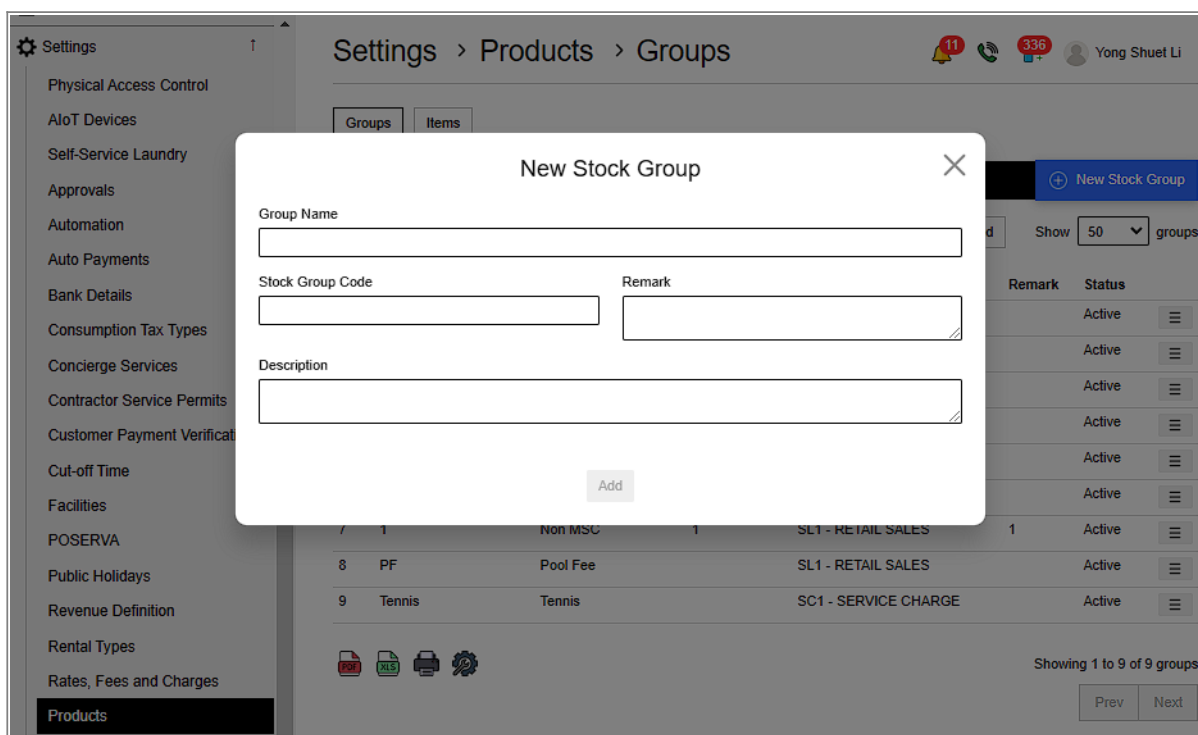
POSERVA is an advanced IoT-driven POS system for the F&B industry, leveraging cloud computing to optimize operations, enhance customer experiences, and boost profitability. Features include real-time analytics, smart inventory, and seamless cloud storage, revolutionizing F&B business management.

### 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



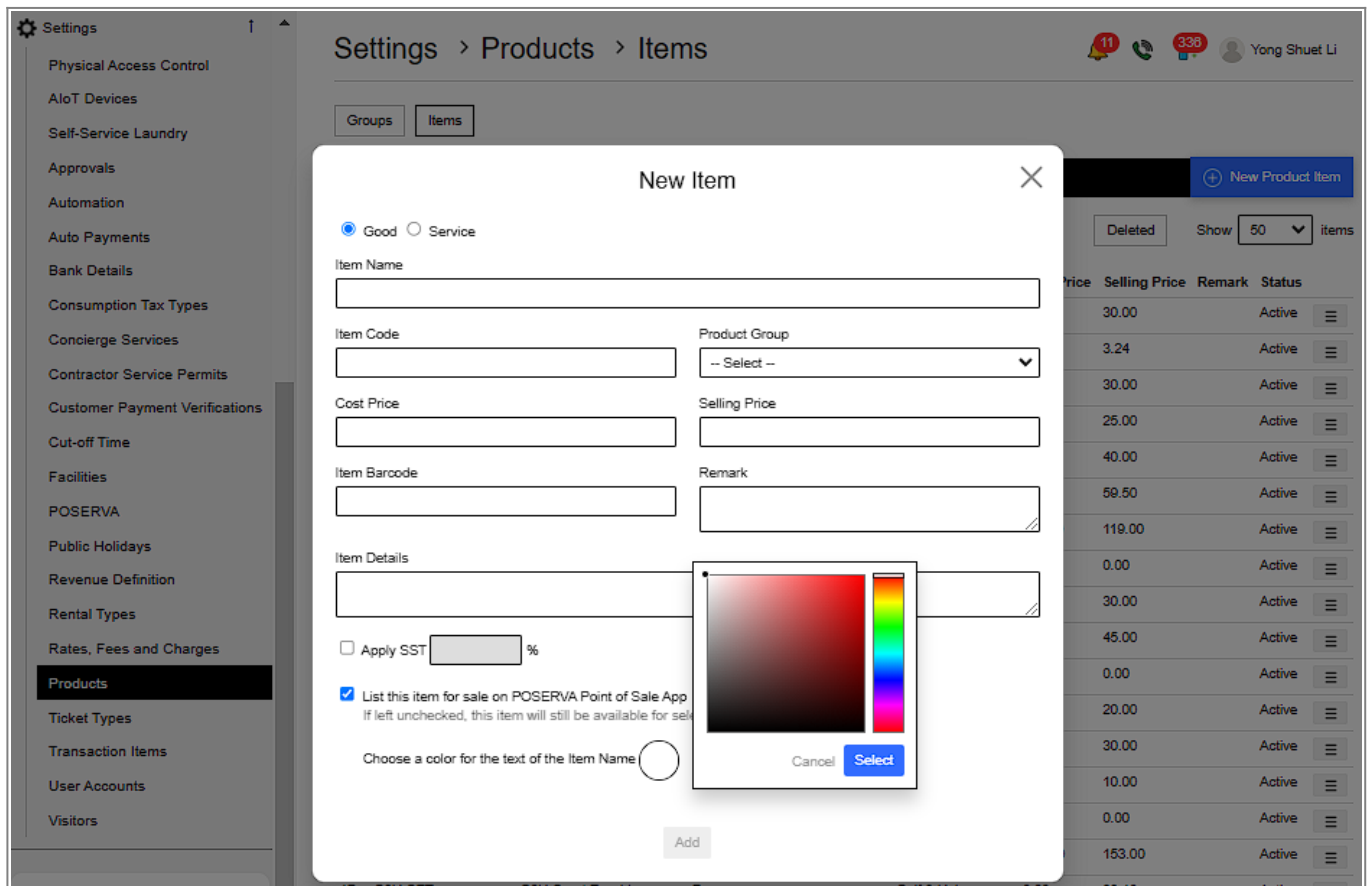
## 2.2. How to Add New Item

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

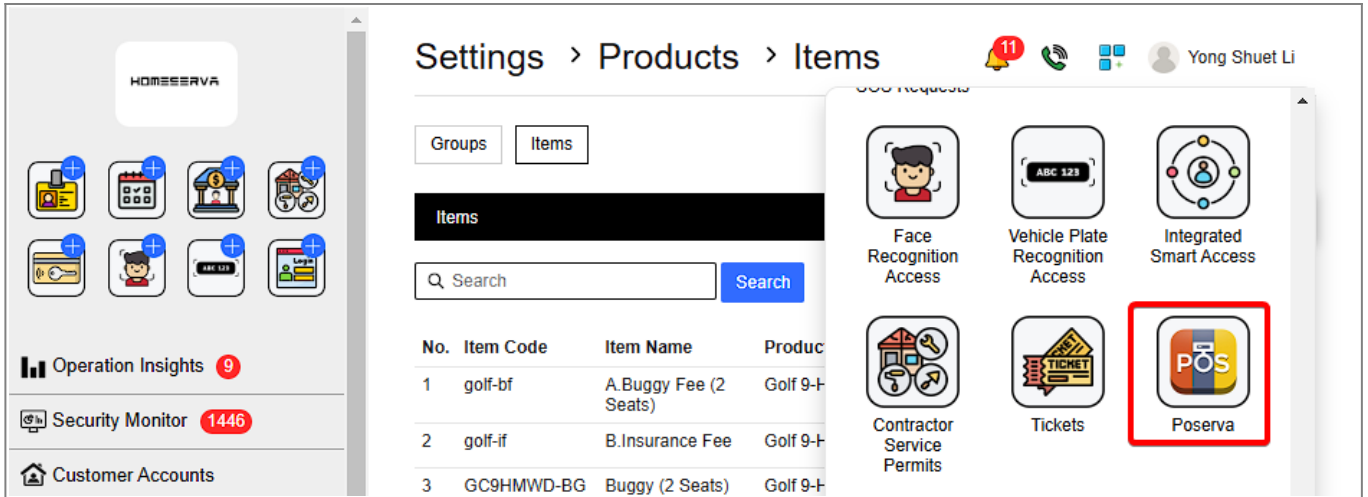
Details include:

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

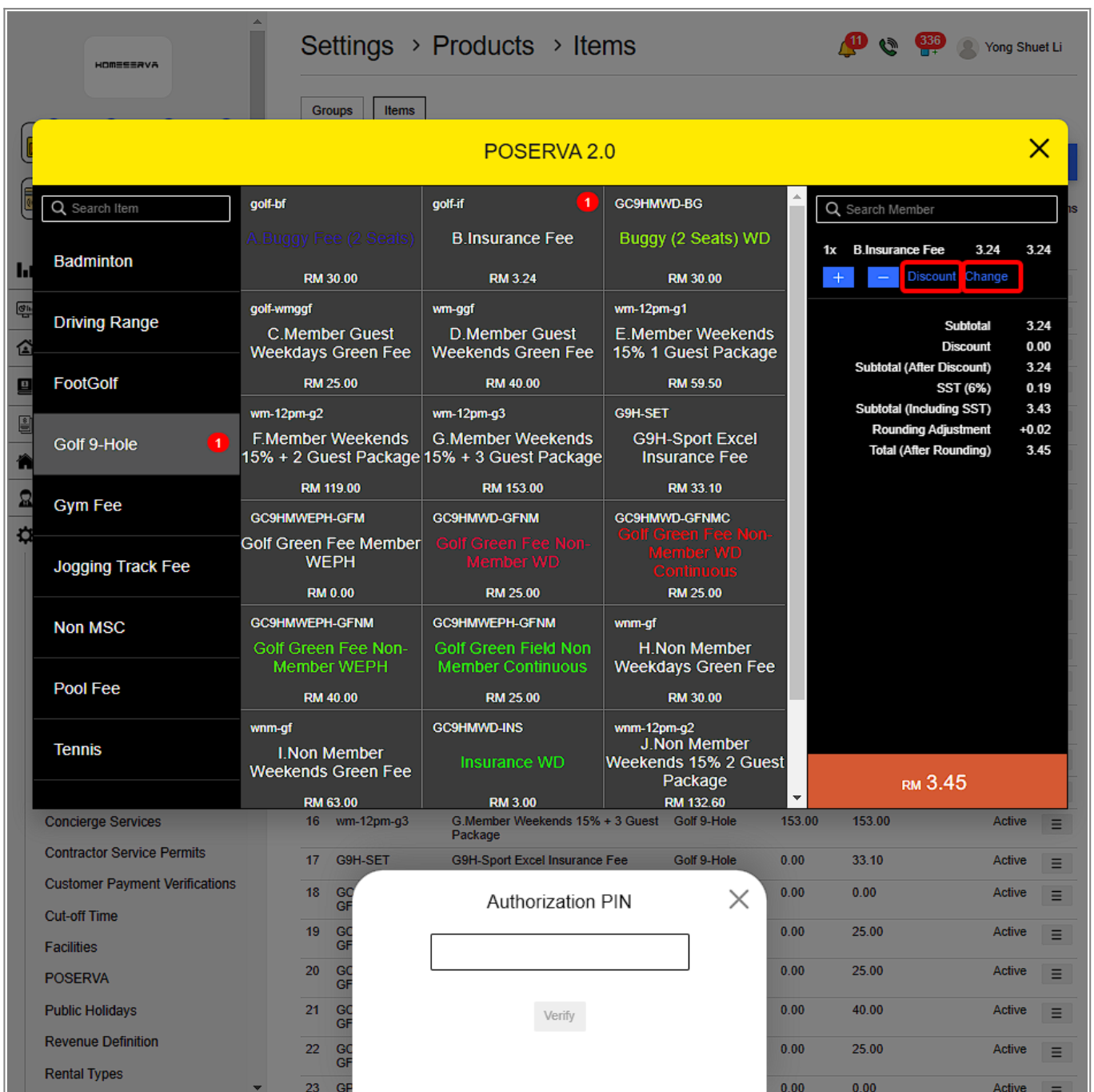


## 2.3 How to use POSERVA

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 with a bill summary table and a detailed item list.

Item	Price	Item	Price	Item	Price
Badminton	RM 30.00	B. Insurance Fee	RM 3.24	Buggy (2 Seats) WD	RM 30.00
Driving Range	RM 25.00	D. Member Guest Weekends Green Fee	RM 40.00	E. Member Weekends 15% 1 Guest Package	RM 59.50
FootGolf	RM 119.00	F. Member Weekends 15% + 2 Guest Package	RM 153.00	G9H-SET	RM 33.10
Golf 9-Hole	RM 0.00	G. Member Weekends 15% + 3 Guest Package	RM 25.00	G9H-Sport Excel Insurance Fee	RM 25.00
Gym Fee	RM 40.00	Golf Green Fee Non-Member WEPH	RM 25.00	Golf Green Fee Non-Member WD Continuous	RM 30.00
Jogging Track Fee	RM 40.00	Golf Green Field Non-Member Continuous	RM 25.00	H. Non Member Weekdays Green Fee	RM 30.00
Non MSC	RM 63.00	I. Non Member Weekends Green Fee	RM 3.00	J. Non Member Weekends 15% 2 Guest Package	RM 132.60
Pool Fee		Insurance WD			
Tennis					

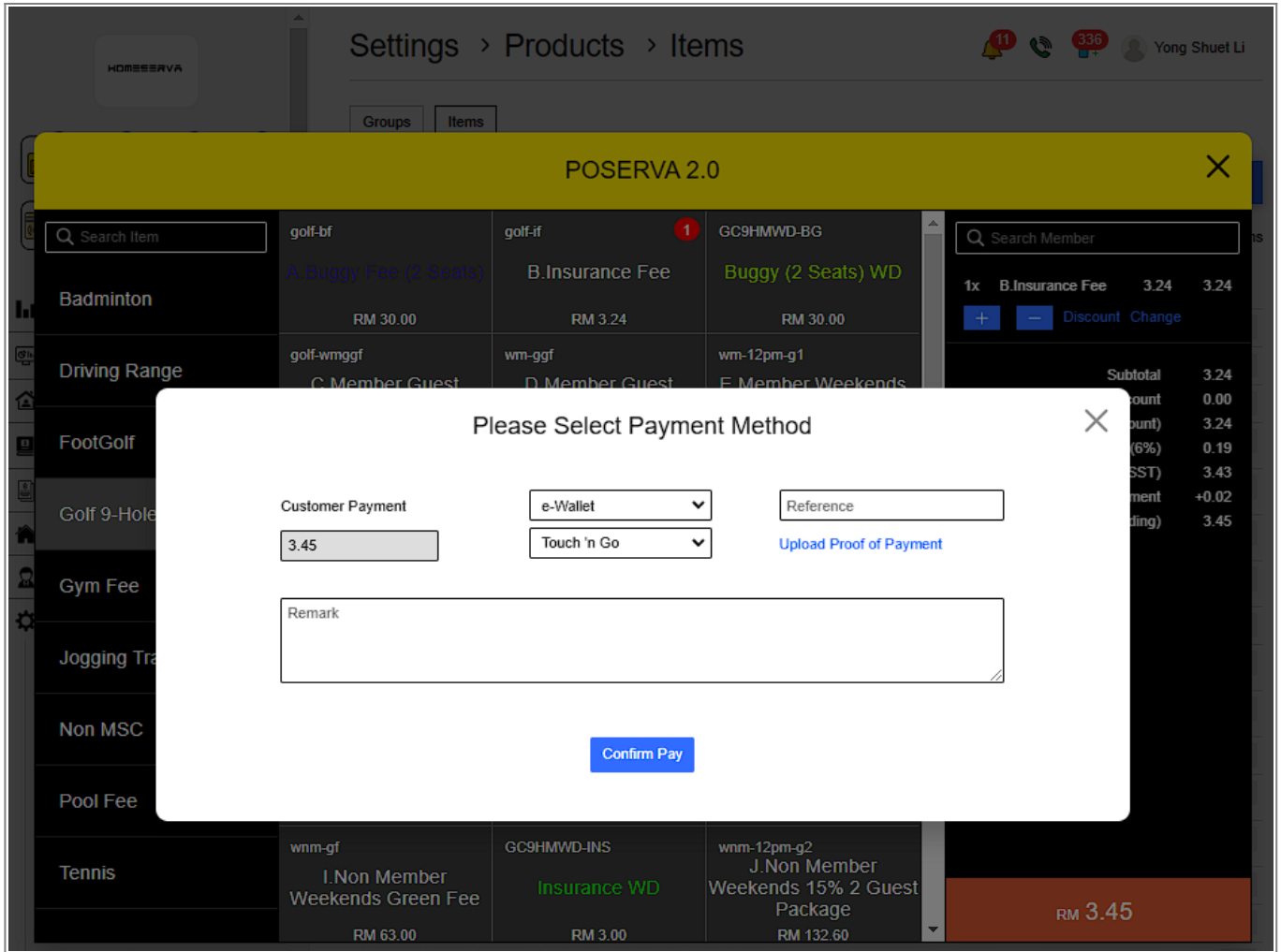
  

Item	Price	Price
1x B. Insurance Fee	3.24	3.24
Subtotal		3.24
Discount		0.00
Subtotal (After Discount)		3.24
SST (6%)		0.19
Subtotal (Including SST)		3.43
Rounding Adjustment		+0.02
Total (After Rounding)		3.45

**RM 3.45**

The screenshot displays the POSERVA 2.0 interface. At the top, the navigation path is 'Settings > Products > Items'. The user is identified as 'Yong Shuet Li'. A modal window titled 'Bill To' is open, allowing for customer information entry. The modal has three radio buttons for customer type: 'Walk-In', 'Individual' (selected), and 'Business'. The form includes fields for 'Customer Full Legal Name', 'Mobile Phone No.' (with a country code dropdown set to '+60'), three 'Billing Address Line' fields, 'Postal Code', 'City/Town/Suburb/District', 'State/Province/Region', 'Country' (set to 'Malaysia'), 'Email Address', and 'Tax Identification Number (TIN)'. A 'Confirm' button is at the bottom of the modal, with a message: 'Okay, a new customer account will be created.' The background shows a list of items including 'Badminton', 'Driving Range', 'FootGolf', 'Golf 9-Hole', 'Gym Fee', 'Jogging Track Fee', 'Non MSC', 'Pool Fee', and 'Tennis'. A summary table on the right shows a subtotal of 3.24, a discount of 0.00, SST of 0.19, and a final total of RM 3.45.

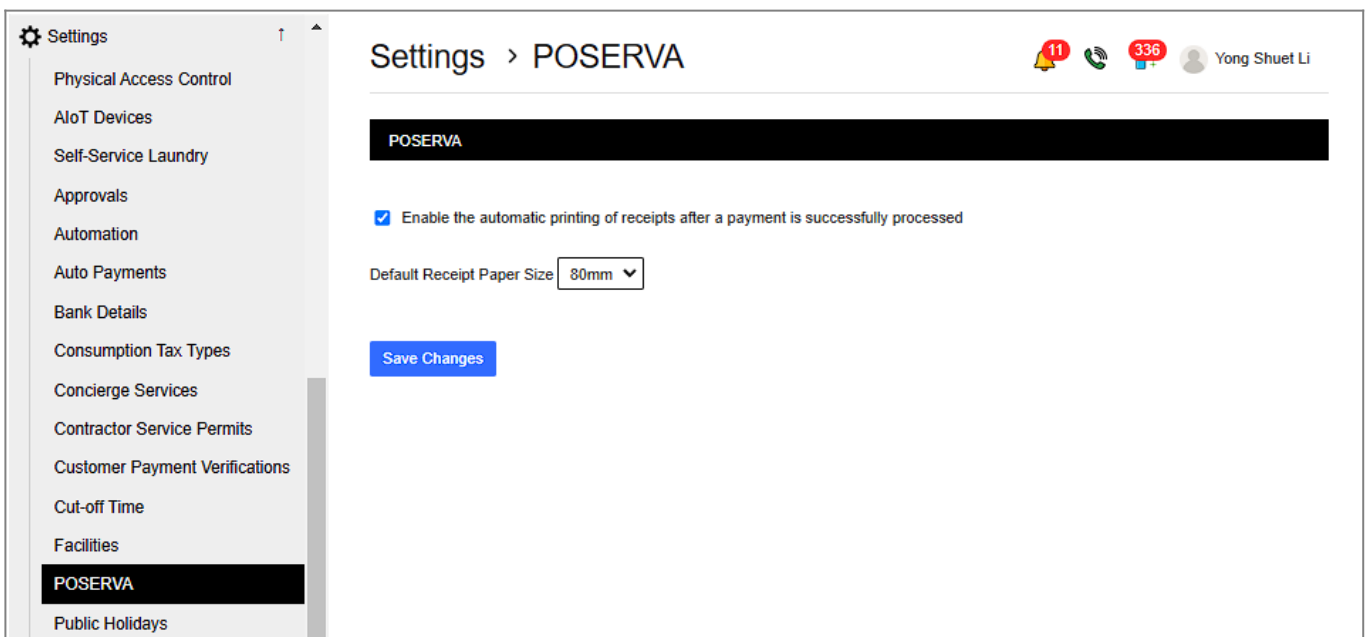
Item	Quantity	Price	Total
B. Insurance Fee	1x	3.24	3.24
Discount		0.00	0.00
Subtotal (After Discount)			3.24
SST (6%)			0.19
Total (Including SST)			3.43
Rounding Adjustment			+0.02
Total (After Rounding)			3.45



## 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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Last update: **2024/12/26 02:24**

