

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

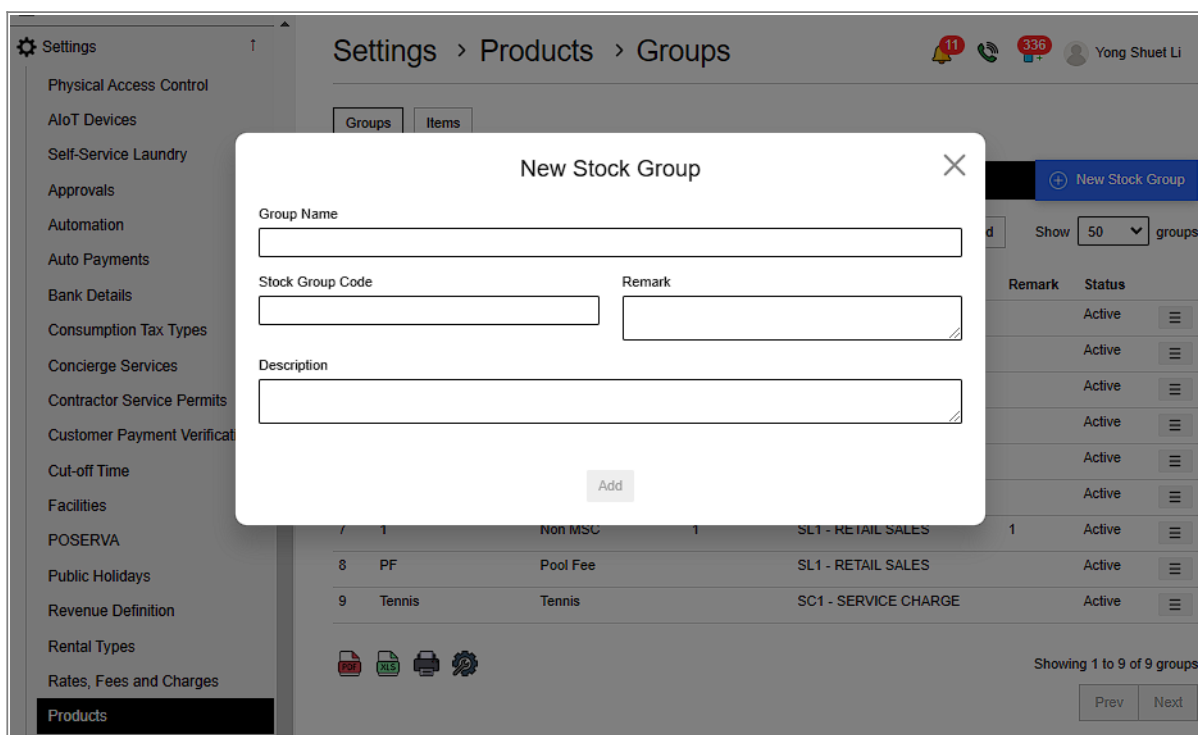
POSERVA is an advanced IoT-driven POS system for the F&B industry, leveraging cloud computing to optimize operations, enhance customer experiences, and boost profitability. Features include real-time analytics, smart inventory, and seamless cloud storage, revolutionizing F&B business management.

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



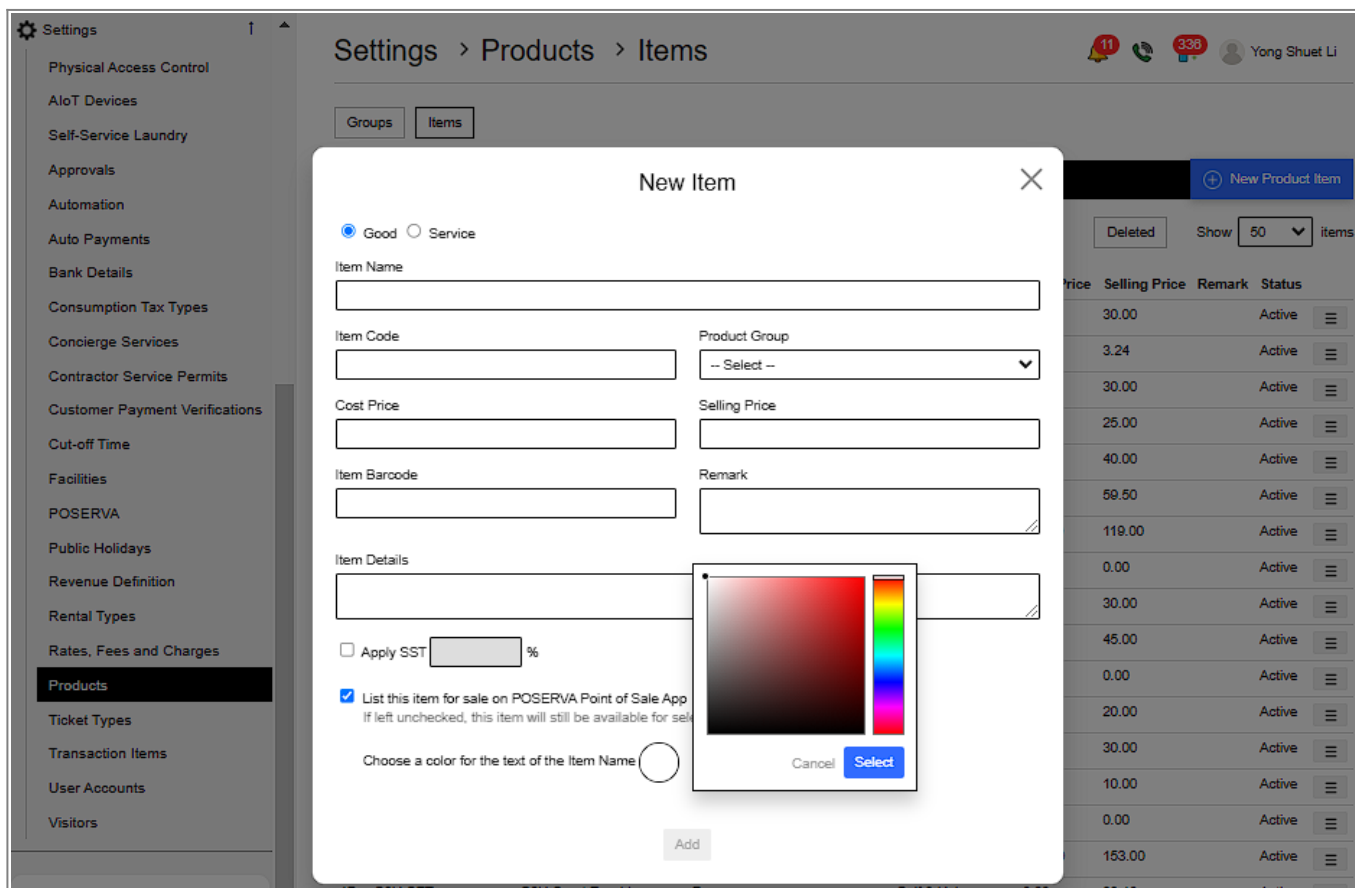
2.2. How to Add New Item

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

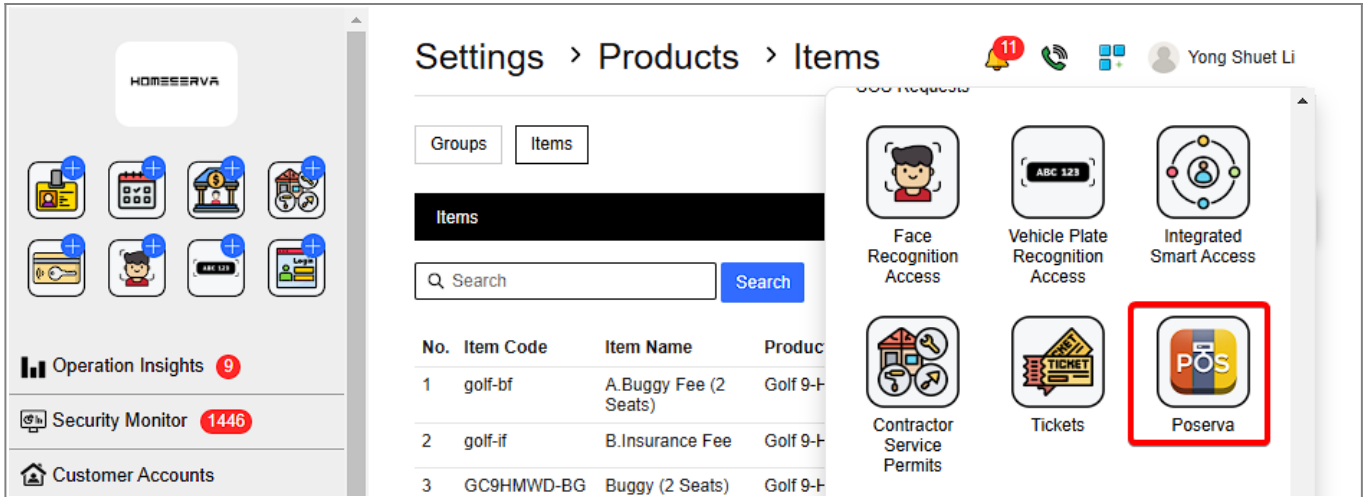
Details include:

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

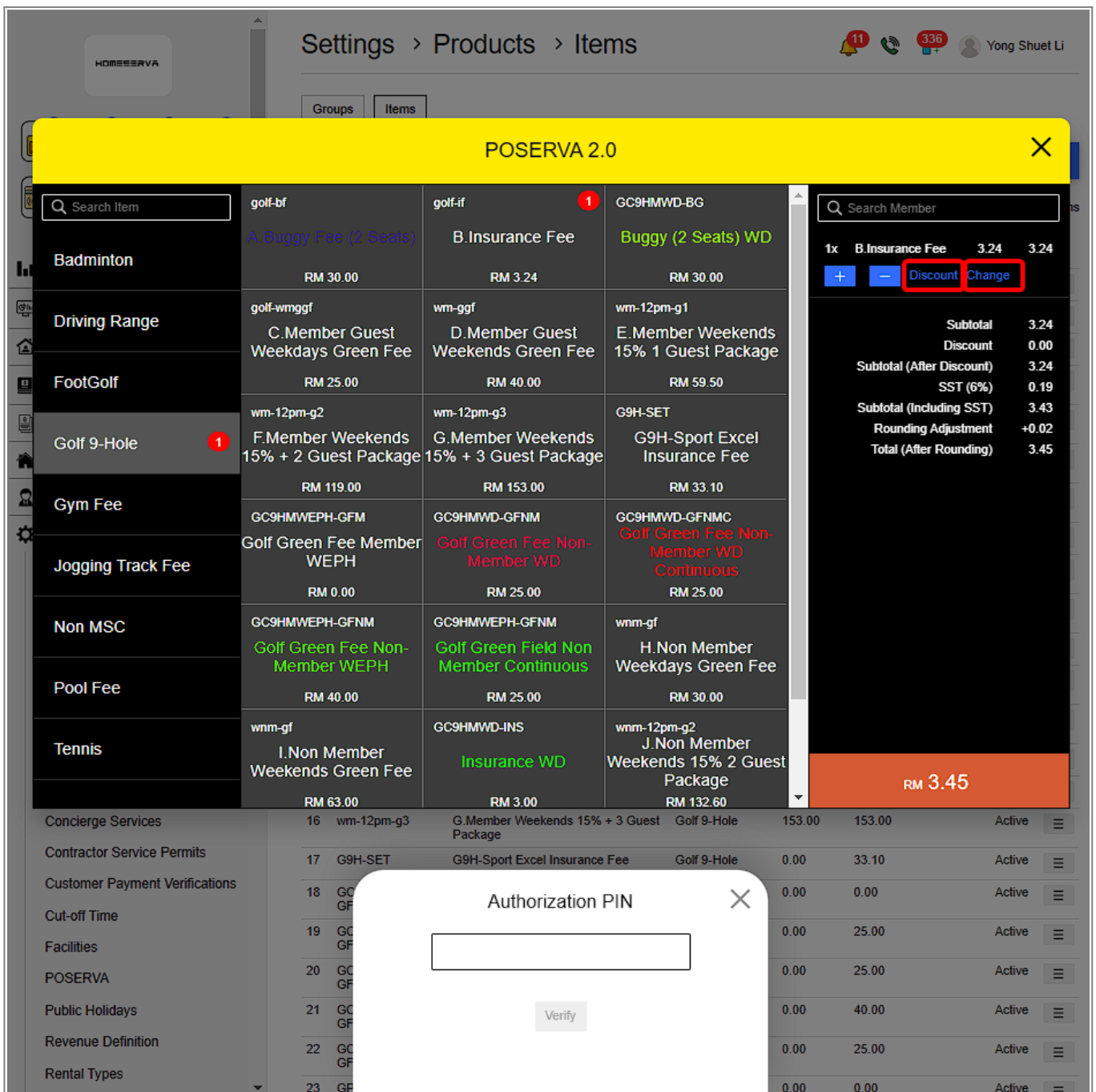


2.3. How to use POSERVA

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.

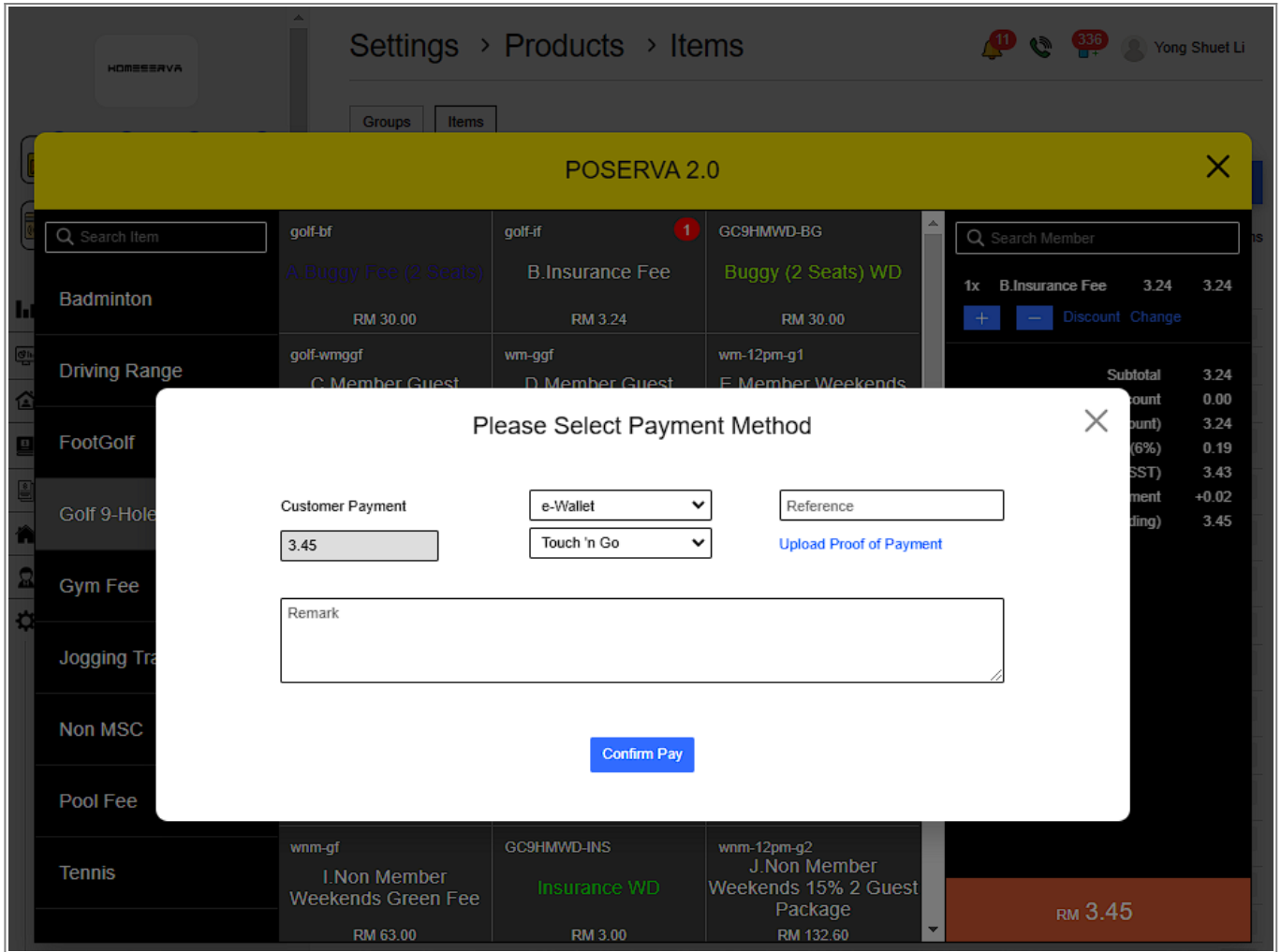
Item	Price	Quantity	Total Price
B. Insurance Fee	RM 3.24	1x	3.24
Subtotal 3.24			
Discount 0.00			
Subtotal (After Discount) 3.24			
SST (6%) 0.19			
Subtotal (Including SST) 3.43			
Rounding Adjustment +0.02			
Total (After Rounding) 3.45			

Category	Item Code	Description	Price
Badminton	golf-bf	A. Buggy Fee (2 Seats)	RM 30.00
Driving Range	golf-wmggf	C. Member Guest Weekdays Green Fee	RM 25.00
FootGolf	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
Gym Fee	GC9HMWD-BG	Buggy (2 Seats) WD	RM 30.00
Jogging Track Fee	GC9HMWD-GFNM	Golf Green Fee Non-Member WD	RM 25.00
Non MSC	GC9HMWD-GFNM	Golf Green Field Non Member Continuous	RM 25.00
Pool Fee	wm-12pm-g1	E. Member Weekends 15% 1 Guest Package	RM 59.50
Tennis	GC9HMWD-INS	Insurance WD	RM 3.00
	wnm-gf	H. Non Member Weekdays Green Fee	RM 30.00
	wnm-12pm-g2	J. Non Member Weekends 15% 2 Guest Package	RM 132.60

The screenshot displays the POSERVA 2.0 interface. At the top, the navigation path is 'Settings > Products > Items'. A yellow banner at the top of the main content area reads 'POSERVA 2.0'. Below this, there are search bars for 'Search Item' and 'Search Member'. The main area shows a list of items with columns for item name, price, and quantity. A modal window titled 'Bill To' is open in the center, containing a form for customer registration. The form has three radio buttons: 'Walk-In', 'Individual' (selected), and 'Business'. The form fields include: Customer Full Legal Name, Mobile Phone No. (with a country code dropdown set to '+60'), Billing Address Line 1, Billing Address Line 2, Billing Address Line 3, Postal Code, City/Town/Suburb/District, State/Province/Region, Country (set to 'Malaysia'), Email Address, and Tax Identification Number (TIN). Below the form, a message states 'Okay, a new customer account will be created.' and a 'Confirm' button is present. On the right side of the screen, a summary table shows the following items:

Subtotal	3.24
Discount	0.00
Total (After Discount)	3.24
SST (6%)	0.19
Total (Including SST)	3.43
Rounding Adjustment	+0.02
Total (After Rounding)	3.45

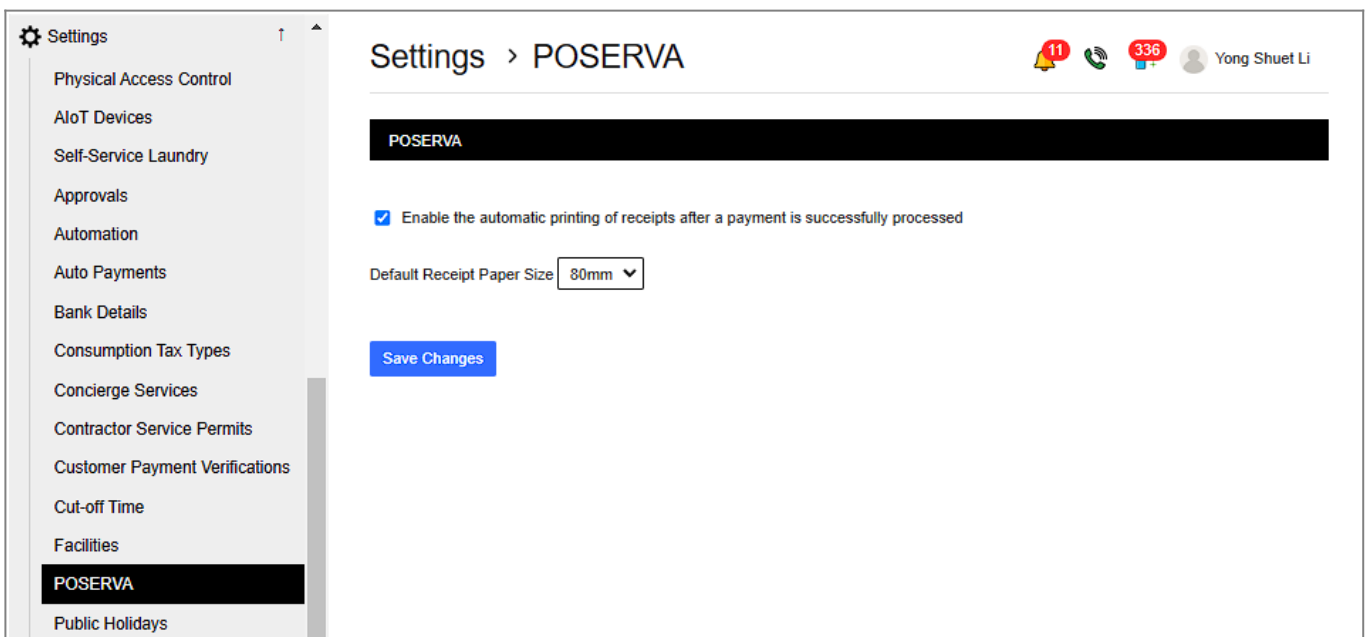
At the bottom right, a total amount of 'RM 3.45' is displayed. The background shows a sidebar with various service categories like 'Badminton', 'Driving Range', 'FootGolf', etc.



2.4. 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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