

# Triumph Point of Sale (Layby)

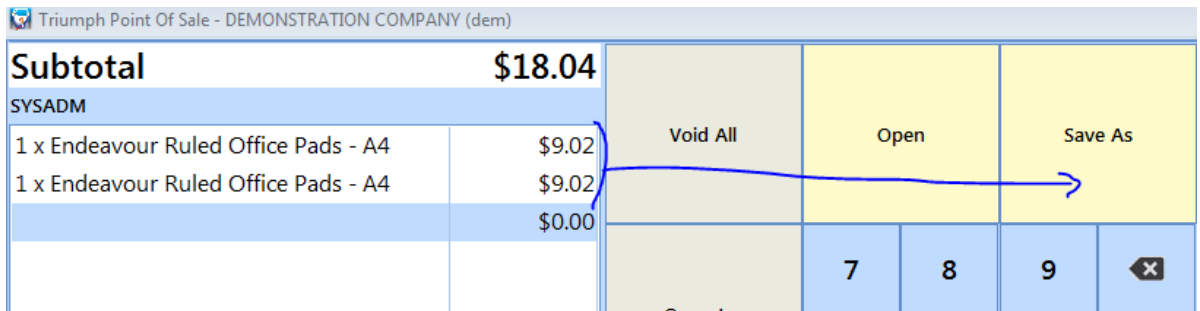
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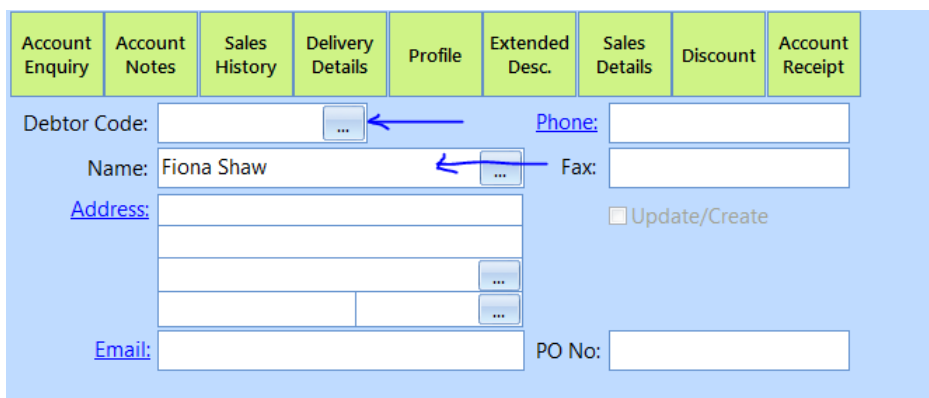
## Processing

### Start a Layby

Add the stock items reserved for layby and save as a 'Layby' – Triumph Point of Sale <sup>(P-T-S)</sup>:



Enter the debtor code and/or customer name:



The screenshot shows the customer selection form in Triumph Point of Sale. The form has a header with tabs for Account Enquiry, Account Notes, Sales History, Delivery Details, Profile, Extended Desc., Sales Details, Discount, and Account Receipt. The main form fields include: Debtor Code (with a dropdown arrow), Name (Fiona Shaw), Address (with a dropdown arrow), Email, Phone, Fax, and PO No. There is also an 'Update/Create' checkbox.

Enter through the remaining fields (or populate the fields with relevant information)



Enter a deposit

		<b>Next</b>
<b>Layby</b>		
Goods:	<input type="text" value="\$18.04"/>	
Deposit:	<input type="text" value="\$5.00"/>	←
On Layby:	<input type="text" value="\$13.04"/>	

Next >

If you didn't enter a debtor code then the system will ask you for a method of payment:  
Cash/EFTPOS/Account or other

Cash
EFTPOS
Account
Other Cards
Gift Voucher

WHEN YOU SELECT:

- ACCOUNT PAYMENT - DEPOSITS/PAYMENTS TO A PARTICULAR LAYBY TRANSACTION MUST BE PROCESSED THROUGH **POS LAYBY** – NOT THROUGH A NORMAL RECEIPT TO THE DEBTOR ACCOUNT.

Savings/ Cheque				
<b>EFTPOS</b>				
Card:	<input type="text" value="SQ"/>	<b>Savings/Cheque</b>		
Goods:	<input type="text" value="\$5.00"/>	Card No:	<input type="text"/>	
Cash Out:	<input type="text" value="\$0.00"/>	Name:	<input type="text" value="Fiona Shaw"/>	
Total:	<input type="text" value="\$5.00"/>	Authorisation:	<input type="text"/>	

Print the docket to your usual printer:

Make a further deposit on a layby.

Void All	Open	Save As	Close	Save/Commit Transaction
			Find Prior	
	7	8	9	Cash
			Find Next	

Layby Deposit		\$0.00
Layby N...	Date	Amount
100	11-Mar-2015	\$18.04
84	16-Mar-2014	\$132.00

Select your incomplete layby, and OK to display

Layby Deposit		\$0.00
SYSADM		Fiona Shaw
1 x Endeavour Ruled Office Pads - A4	\$9.02	
1 x Endeavour Ruled Office Pads - A4	\$9.02	
11-Mar-2015 EFTPOS SQ Payment	\$5.00	

Void All	Open	Save As	Close
			Find Prior
Operator	7	8	Find Next
	4	5	CE
Till Options	1	2	Keyboard
	0	00	Reprint
		.	Enter
			Triumph
Sale Line	Customer	Voucher Sale	Void Line
Pay In Full	Notes	Extended Desc.	Reprint
			Delete

Layby No.:	100
Name:	Fiona Shaw
This Deposit:	\$0.00
Layby Value:	\$18.04
Deposits:	\$5.00
Outstanding:	\$13.04

<b>Summary</b>	
Layby Deposit:	\$0.00
Payments:	\$0.00
<b>Balance:</b>	<b>\$0.00</b>

Enter the 'This Deposit' field value – as above and print the receipt:



## What to expect

### What next

- End of day Point of sale rule-off will show the layby payments along with other payments
- Point of Sale banking (P-S-P) will send this money through to the bank account for reconciliation with other till takings

### Reports

- Held transaction report (P-R-H) – Transaction: Laybys lists all Laybys on hand. This should be reconciled to your Layby Liability account

**HELD TRANSACTIONS REPORT**  
**DEMONSTRATION COMPANY**



Transaction Details				Payment Details	
Docket Ref. No.	Date	Name	Amount	Total Paid	Last Deposit and Amount
<b>Laybys</b>					
<a href="#">84</a>	16/03/2014	Action News	132.00	20.00	20.00
<a href="#">100</a>	11/03/2015	Fiona Shaw	18.04	18.04	11/03/2015 13.04
<b>Grand Total of 2 transactions listed</b>			<b>150.04</b>	<b>38.04</b>	