

FlashPOS User Manual (Admin Side)



Contents

Log In	5
Dashboard	8
Category.....	9
Adding Product Categories	9
Editing Product Categories	11
Deleting Product Categories	12
Product.....	13
Adding Product	13
Editing Product.....	15
Deleting Product.....	16
Stock Entry	20
Loading Products.....	20
Delivery	22
Waste	23
Ending.....	25
Save Stock Entry	27
Synch Stock Entry	28
Print Stock Entry	29
Export to File	29
Payment Type	31
Adding Payment Type	31
Editing Payment Type	33
Deleting Payment Type	34
Transaction Type.....	35
Adding Transaction Type	35
Editing Transaction Type.....	37
Deleting Transaction Type.....	38
Employee Type	39
Adding Employee Type.....	39
Editing Employee Type	41
Deleting Employee Type	42
Employee Role.....	43
Adding Employee Role.....	43

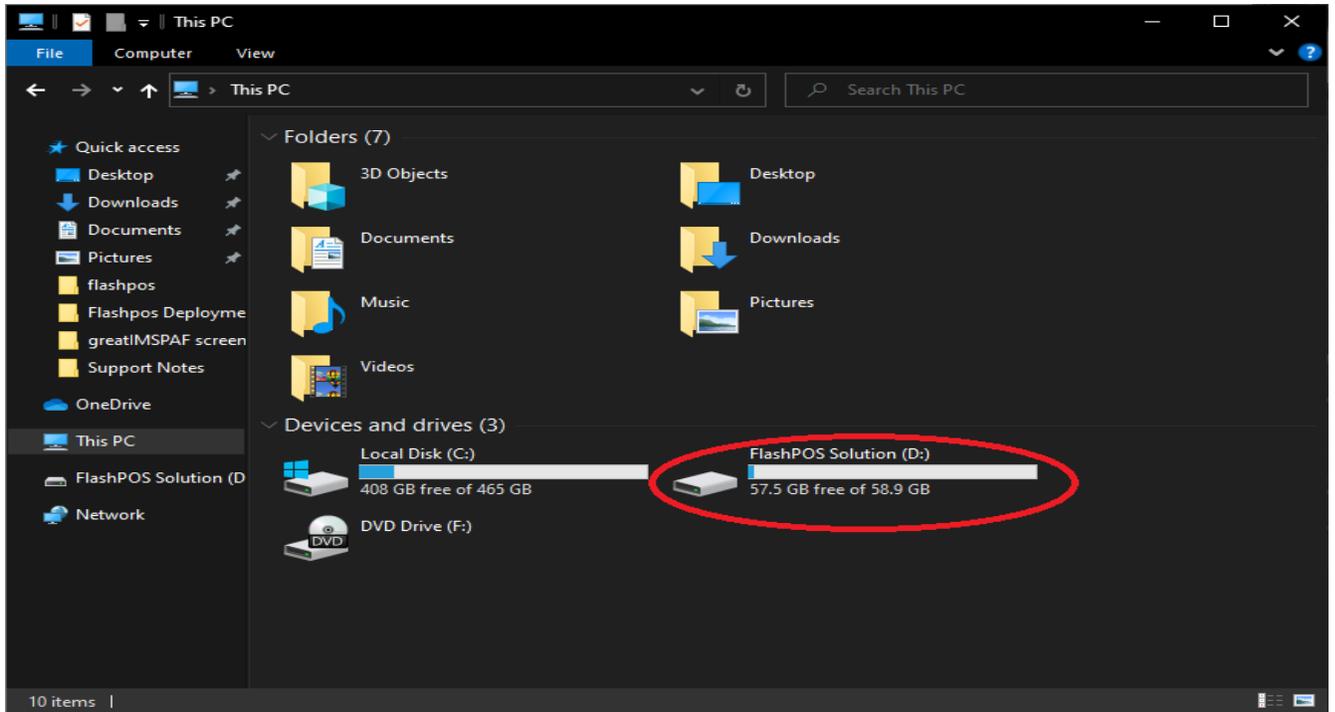
Editing Employee Role.....	45
Deleting Employee Role.....	46
Employee	47
Adding Employee.....	47
Editing Employee	49
Deleting Employee	50
Employee Users	51
Adding Employee User.....	51
Sales Summary Report	53
Printing	54
Print Preview.....	55
Exporting File.....	55
Order Sales Inquiry Report.....	58
Printing	59
Print Preview.....	60
Exporting File.....	60
Sales Inquiry Report.....	63
Printing	64
Print Preview.....	65
Exporting File.....	65
Product Masterlist Report.....	68
Printing	68
Print Preview.....	69
Exporting File.....	69
Employee Masterlist Report.....	72
Printing	72
Print Preview.....	73
Exporting File.....	73
Remittance Entry.....	76
Load.....	76
Edit	77
Save	78
System Settings.....	79
Dark Mode	79
Background Image.....	80

Browse Background Image..... 80
Theme Color 82
System Backup..... 83
System Restore..... 84

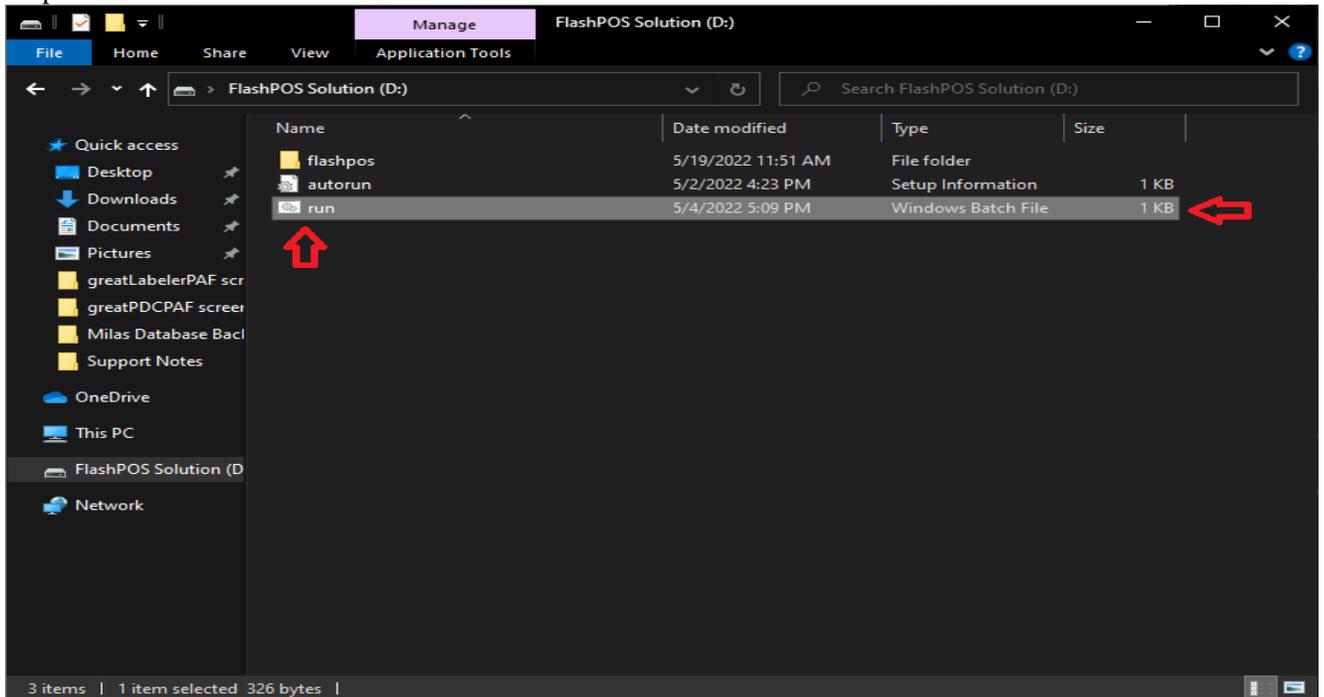
Log In

How to Login to FlashPOS System Admin Side?

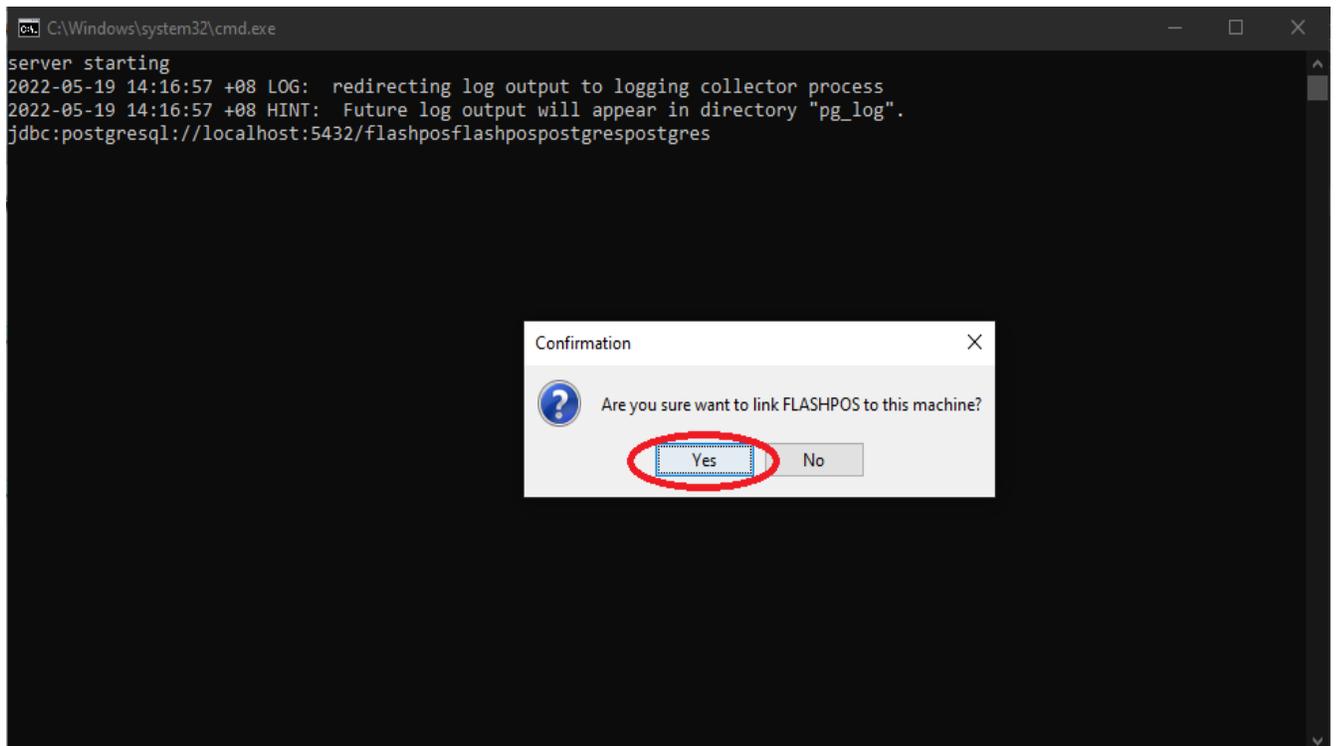
Step 1: Go to your USB Drive ex. D:



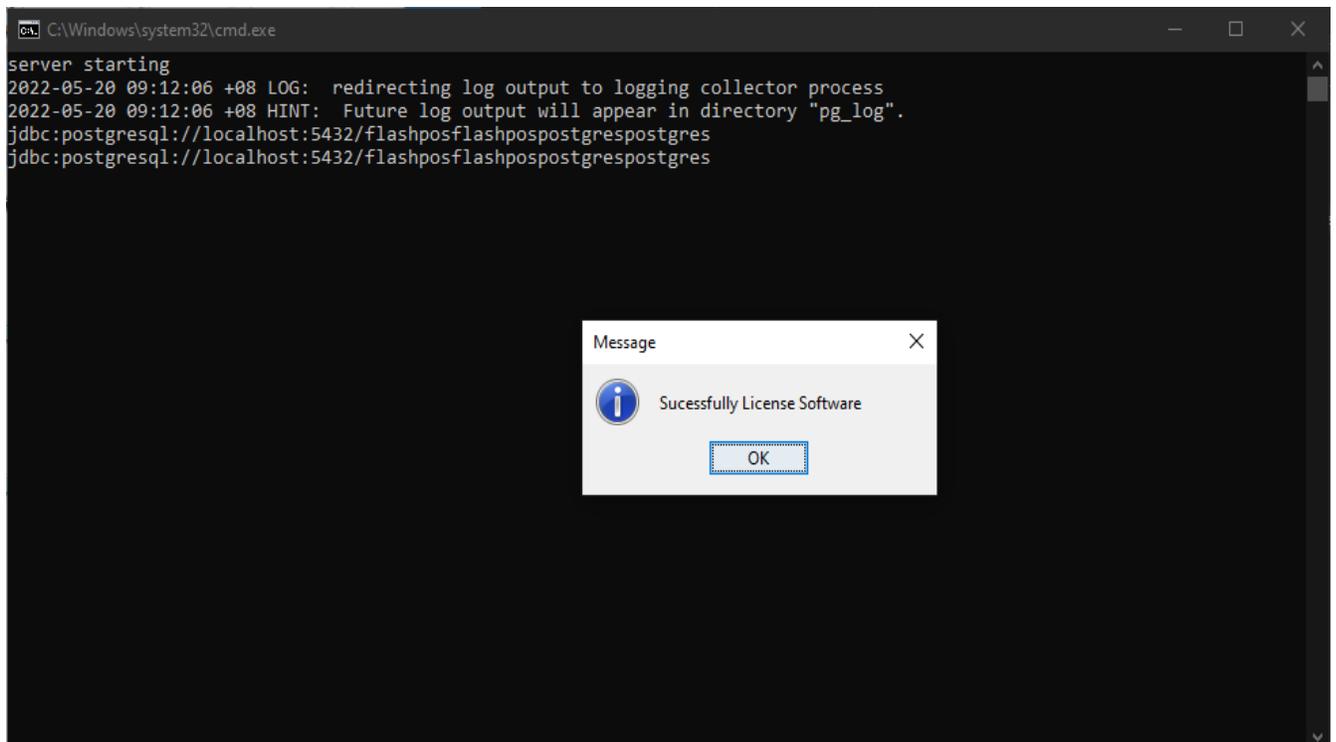
Step 2: Double Click run.bat file.



Step 3: If asked to link the USB to your computer, click Yes.



Step 4: Click OK.



Step 5: Read BMWare Software Development License Agreement then click “I Accept”.

BMWare Software Development
Software License Agreement and Annual Software License Agreement

SOFTWARE LICENSE AGREEMENT:

In consideration of payment of the license fee for this product and your agreement to abide by these terms and conditions, you are granted the non - exclusive right to use this software on a single computer with a single CPU at the single specified location and with the single specified system name for the period stated. Where no period is stated the maximum period shall be this version only. All rights not expressly granted by this agreement to you remain with BMWare Software Development In particular BMWare Software Development retain title and ownership of the software and all subsequent copies. As the Licensee you may not transfer the License to anyone or any other entity without the prior written consent of BMWare Software Development and without paying the transfer fees and charges set out by BMWare Software Development. In the event of receiving BMWare Software Development written consent to transfer and having paid all fees and charges set out by BMWare

License:

Full Version

Step 6 : Default User Account/Password: **admin / admin**

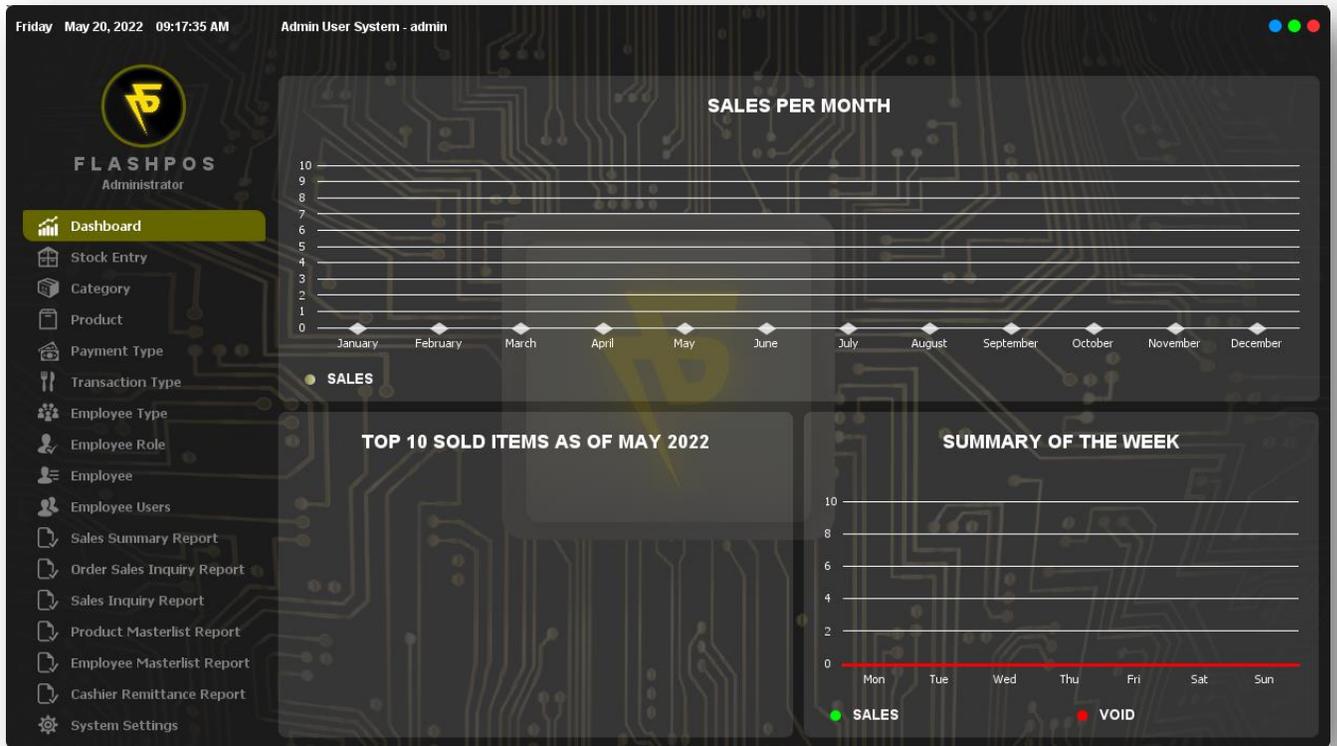


admin

•••••

Dashboard

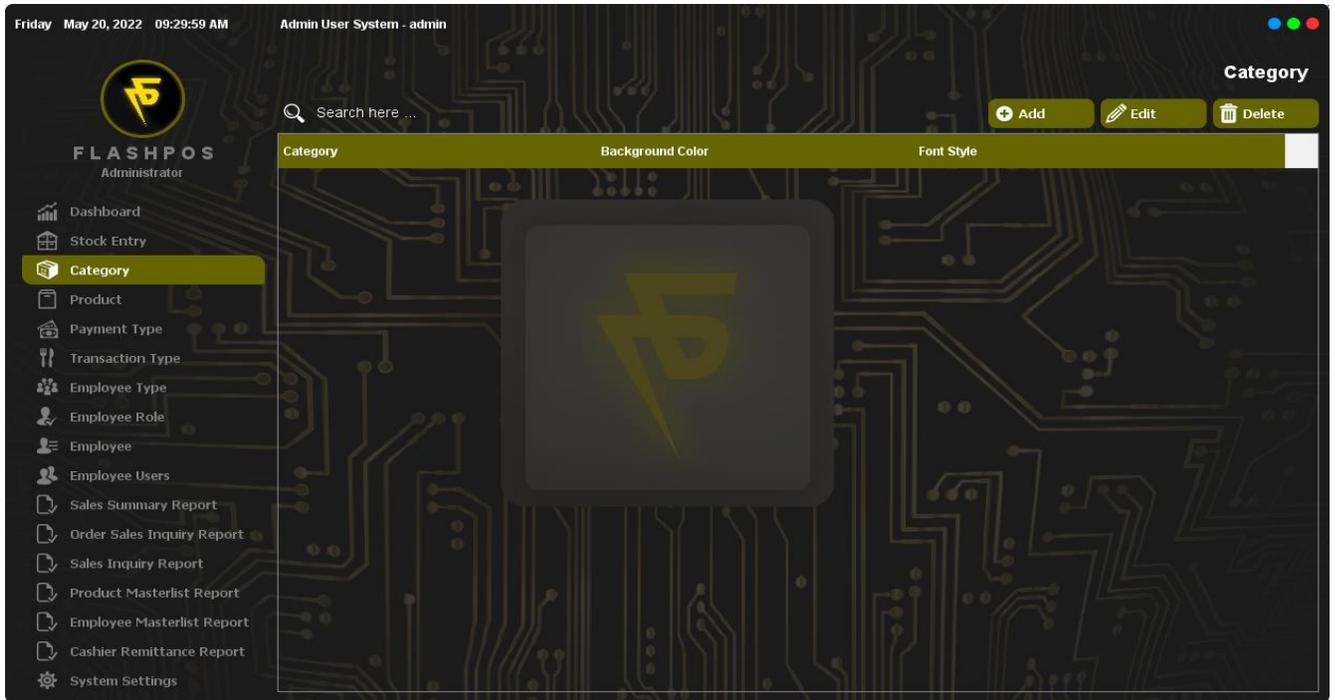
This Screen will display your Sales Record.



Category

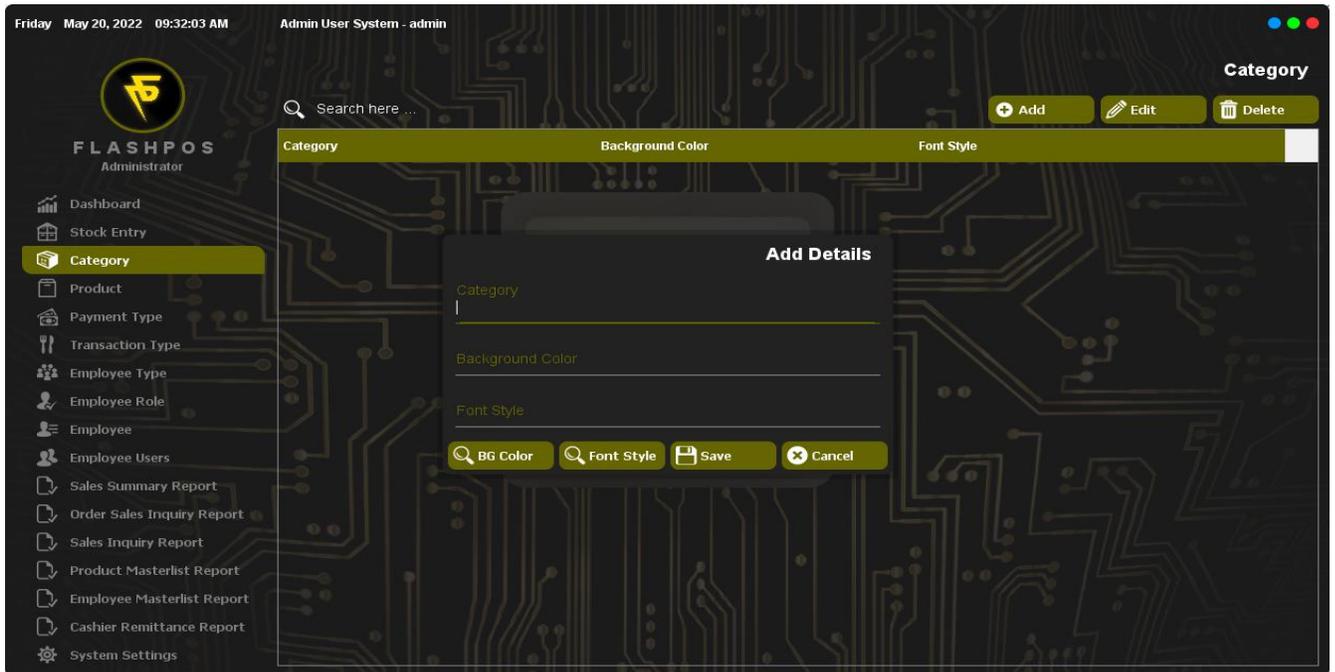
Use to add new Product Categories to show in the Cashier Side

How to use Product Category Maintenance?

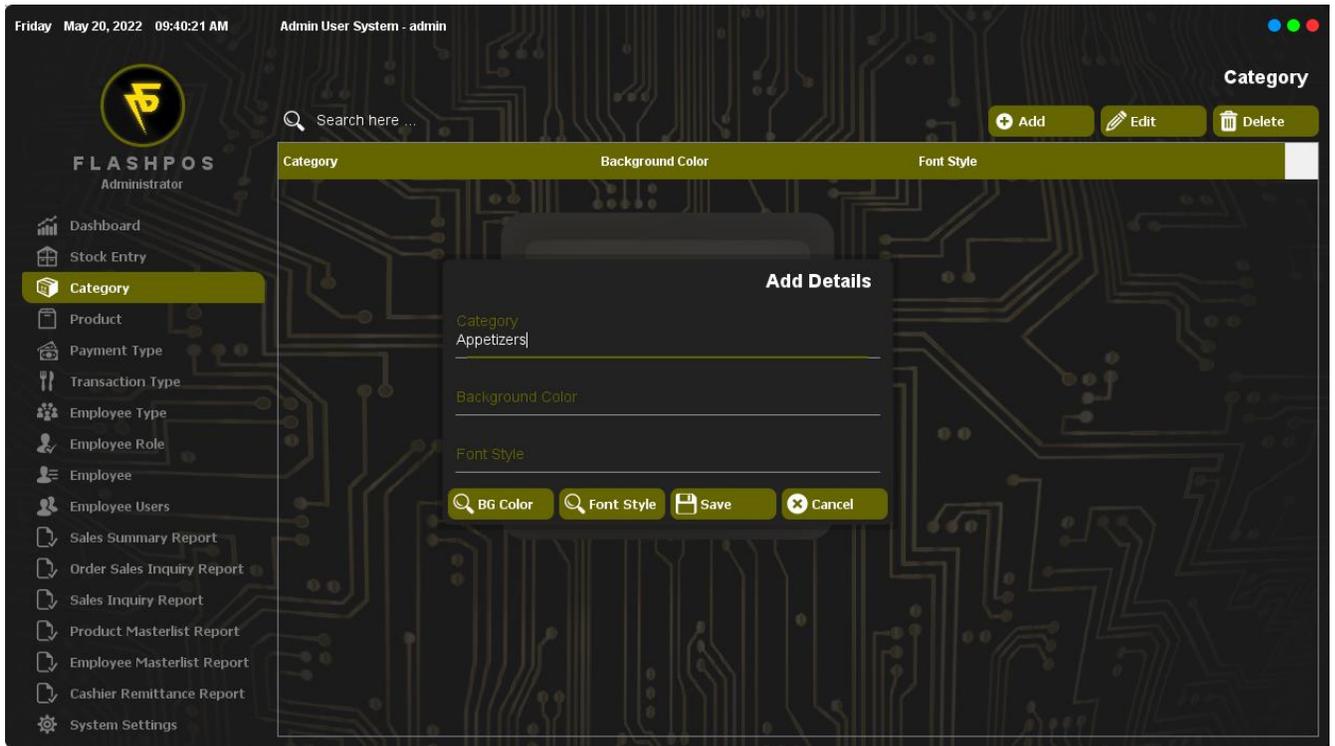


Adding Product Categories

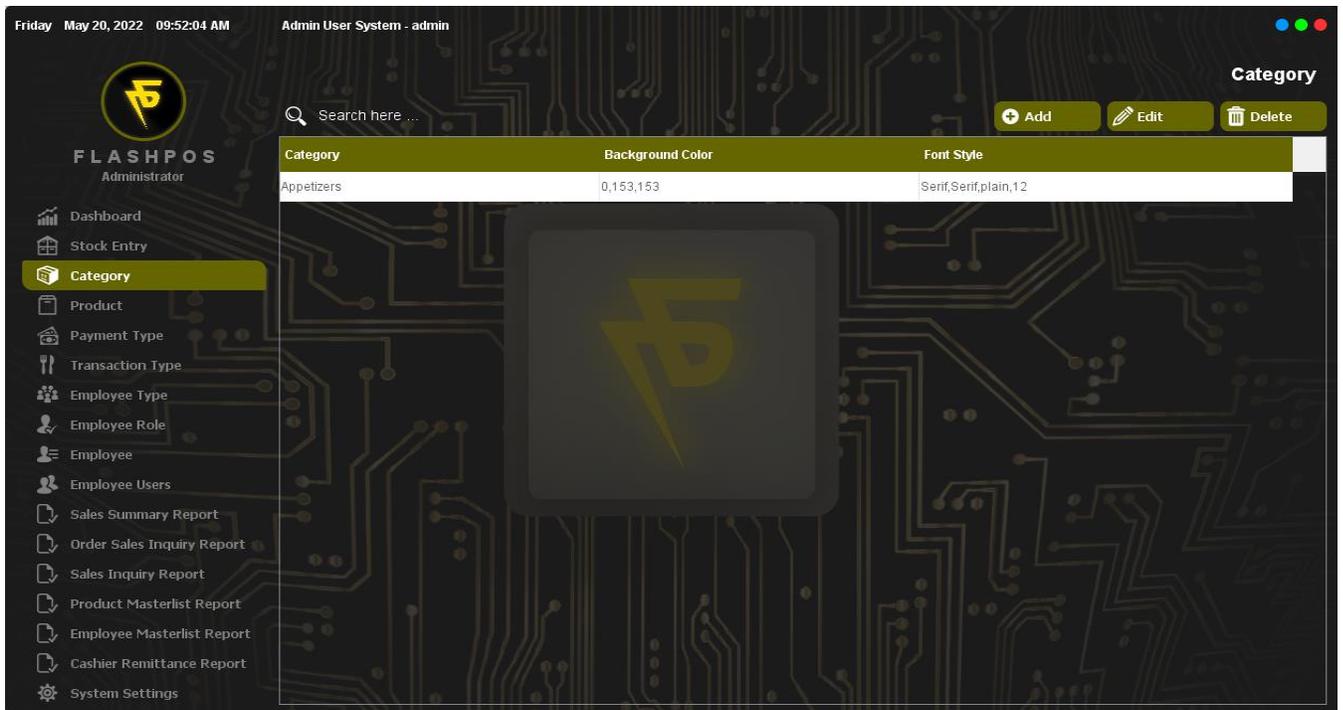
Step1: Click Add Category button.



Step 2: Enter Category to be added along with the BG color and Font Style.



Step3: Click Save.



Editing Product Categories

Step 1: Click the Category you want to edit and click Edit Button then Input edit details.

The screenshot shows the 'Admin User System - admin' interface. The top bar displays the date 'Friday May 20, 2022 09:57:26 AM' and the user 'Admin User System - admin'. The left sidebar contains a navigation menu with 'Category' selected. The main area shows a table with columns 'Category', 'Background Color', and 'Font Style'. The 'Appetizers' row is highlighted. An 'Edit Details' modal is open, showing the current values: 'Appetizers' for Category, '255,0,51' for Background Color, and 'Arial,Arial,plain,12' for Font Style. The modal includes buttons for 'BG Color', 'Font Style', 'Update', and 'Cancel'.

Category	Background Color	Font Style
Appetizers	255,0,51	Arial,Arial,plain,12

Edit Details

Category:

Background Color:

Font Style:

Step 2: Click Update.

The screenshot shows the same 'Admin User System - admin' interface. The 'Edit Details' modal is no longer visible, and the 'Appetizers' row in the table is no longer highlighted. The 'Update' button in the modal from the previous step is now visible as a large, semi-transparent button in the center of the screen, indicating it has been clicked.

Category	Background Color	Font Style
Appetizers	255,0,51	Arial,Arial,plain,12

Deleting Product Categories

Step 1: Click the Category you want to delete and click Delete Button.

The screenshot shows the FLASHPOS Admin User System interface. The top bar displays the date and time (Friday, May 20, 2022, 10:00:51 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings. The main content area shows a table of product categories. The 'Breads' category is selected, and a modal dialog is open with the question 'Are you sure want to delete Breads?' and 'Yes' and 'No' buttons.

Category	Background Color	Font Style
Appetizers	255,0,51	Arial,Arial,plain,12
Beers	0,153,153	Serif,Serif,plain,12
Breads	0,153,153	Serif,Serif,plain,12

Step 2: Click Yes.

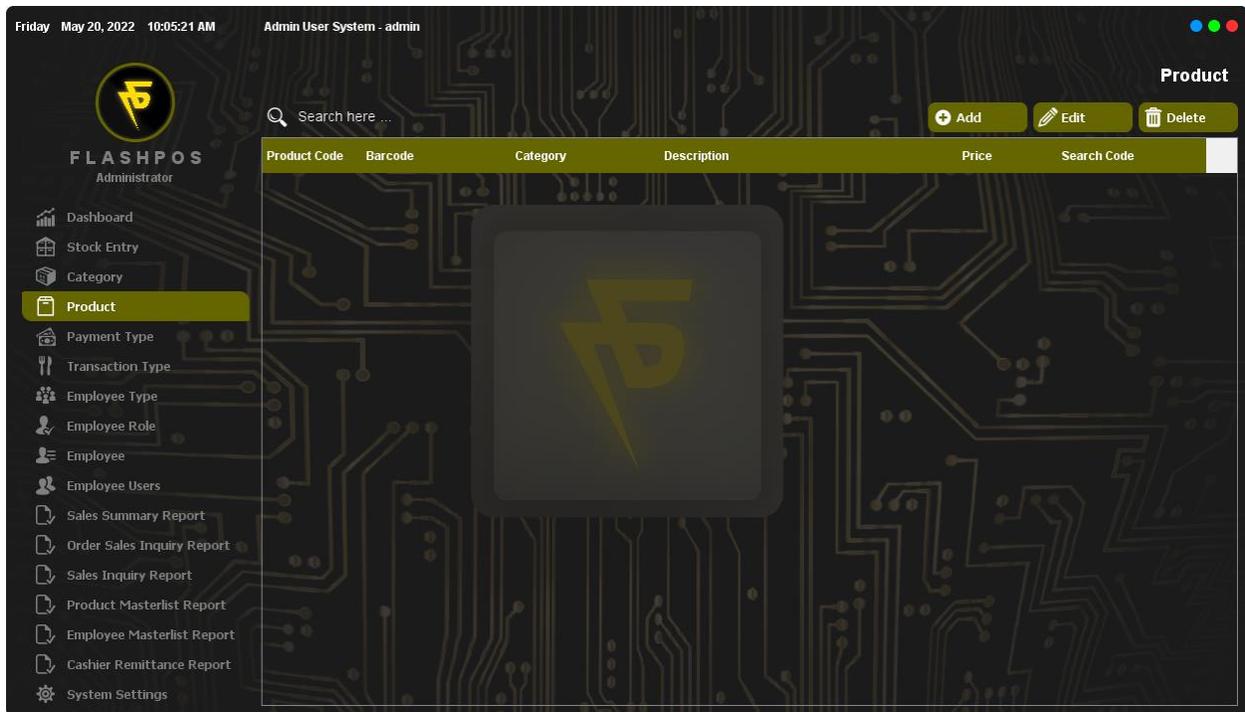
The screenshot shows the FLASHPOS Admin User System interface after the deletion process. The top bar displays the date and time (Friday, May 20, 2022, 10:02:28 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings. The main content area shows a table of product categories. The 'Breads' category is highlighted in the table, and the modal dialog is no longer visible.

Category	Background Color	Font Style
Appetizers	255,0,51	Arial,Arial,plain,12
Beers	0,153,153	Serif,Serif,plain,12
Breads	0,153,153	Serif,Serif,plain,12

Product

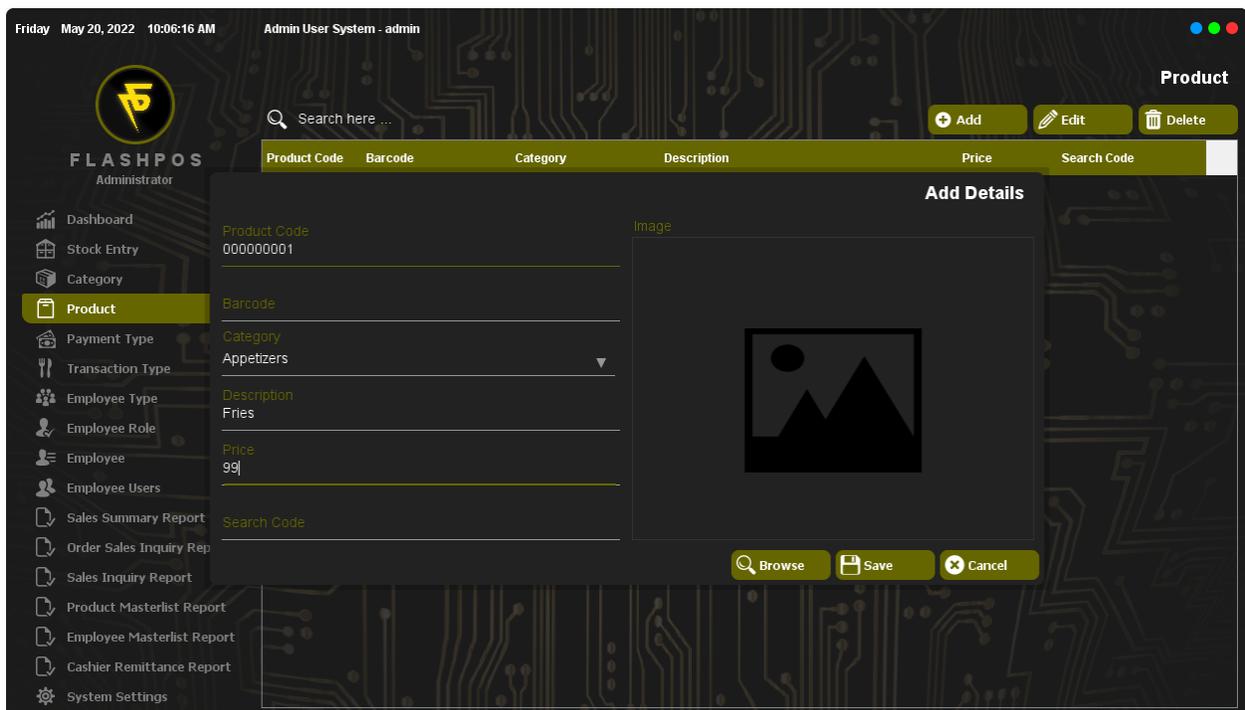
Use to add new Product to show in the Cashier Side.

How to use Product Maintenance?

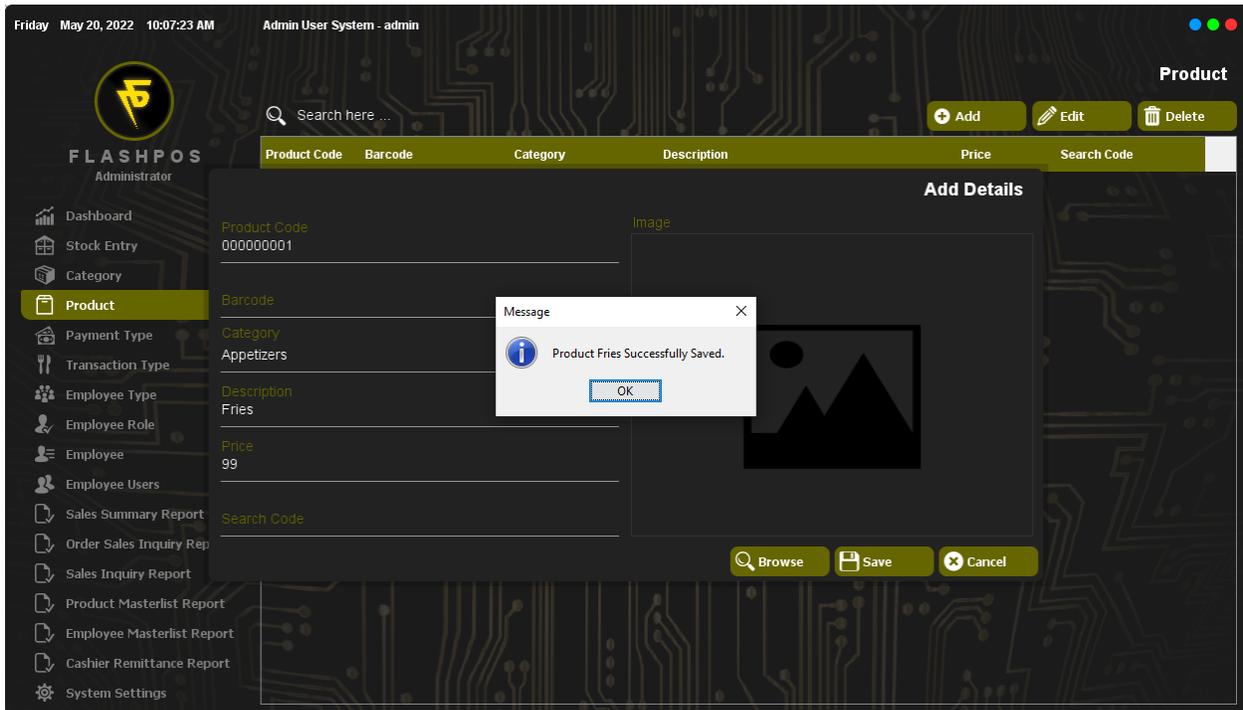


Adding Product

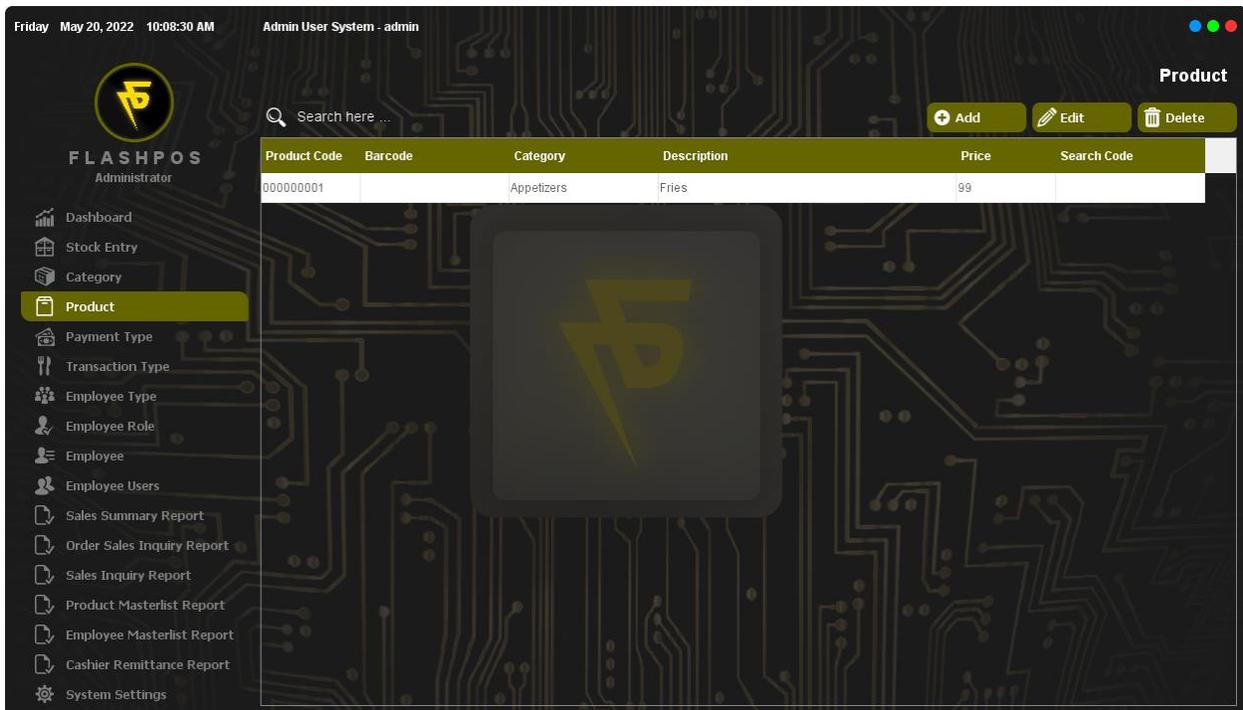
Step 1: Click Add Button and Input product details.



Step 2: Click Save.



Step 3: Click OK.



Editing Product

Step 1: Click the Product you want to Edit then click Edit Button and input edit details.

The screenshot shows the 'Admin User System - admin' interface. The top bar includes the date 'Friday May 20, 2022 10:12:19 AM' and the user 'Admin User System - admin'. The 'FLASHPOS Administrator' logo is on the left. A search bar is at the top center. On the right, there are 'Add', 'Edit', and 'Delete' buttons. Below the search bar is a table with columns: Product Code, Barcode, Category, Description, Price, and Search Code. The 'Product' menu item is highlighted in the left sidebar. The 'Edit Details' modal is open, showing fields for Product Code (000000001), Barcode, Category (Appetizers), Description (Fries), Price (99), and Search Code (Best Selling Appetizer). An image placeholder is visible in the modal. At the bottom of the modal are 'Browse', 'Update', and 'Cancel' buttons.

Step 2: Click Update.

The screenshot shows the 'Admin User System - admin' interface after the update. The top bar and sidebar are the same. The 'Product' menu item is highlighted. The table now displays the updated product information. A large 'FLASHPOS' watermark is visible in the background of the table area.

Product Code	Barcode	Category	Description	Price	Search Code
000000001		Appetizers	Fries	99	Best Selling Appetizer

Deleting Product

Step 1: Click the Product you want to delete and click Delete Button.

The screenshot shows the FLASHPOS Admin User System interface. The top bar displays the date and time (Friday, May 20, 2022, 10:15:46 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, and various reports. The main content area is titled "Product" and features a search bar and three action buttons: Add, Edit, and Delete. A table lists products with columns for Product Code, Barcode, Category, Description, Price, and Search Code. The table contains three rows: Product Code 000000001 (Appetizers, Fries, Price 99, Search Code Best Selling Appetizer), Product Code 000000002 (Beers, San Miguel Beer, Price 79), and Product Code 000000003 (Appetizers, Nachos, Price 99). A "Delete" dialog box is open in the center, asking "Are you sure want to delete Nachos?" with "Yes" and "No" buttons. The "Yes" button is highlighted with a blue border.

Product Code	Barcode	Category	Description	Price	Search Code
000000001		Appetizers	Fries	99	Best Selling Appetizer
000000002		Beers	San Miguel Beer	79	
000000003		Appetizers	Nachos	99	

Step 2: Click Yes.

The screenshot shows the FLASHPOS Admin User System interface after the deletion of the "Nachos" product. The top bar and sidebar are identical to the previous screenshot. The main content area is titled "Product" and features the same search bar and action buttons. The table now only contains two rows: Product Code 000000002 (Beers, San Miguel Beer, Price 79) and Product Code 000000003 (Appetizers, Nachos, Price 99). The "Nachos" product has been removed from the list.

Product Code	Barcode	Category	Description	Price	Search Code
000000002		Beers	San Miguel Beer	79	
000000003		Appetizers	Nachos	99	

Product Image

Step 1: Click a Product and click Edit Button

The screenshot shows the FLASHPOS application interface. At the top, it displays the date and time (Monday, May 23, 2022, 03:23:07 PM) and the user name (SUPERUSER - bmwaresupport). The main header includes the FLASHPOS logo, a search bar, and buttons for Add, Edit, and Delete. A sidebar on the left contains a menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings. The 'Product' menu item is highlighted. The main content area displays a table with the following data:

Product Code	Barcode	Category	Description	Price	Search Code
000000001		Beer	San Miguel Beer	79	
000000002		Appetizers	Nachos	99	

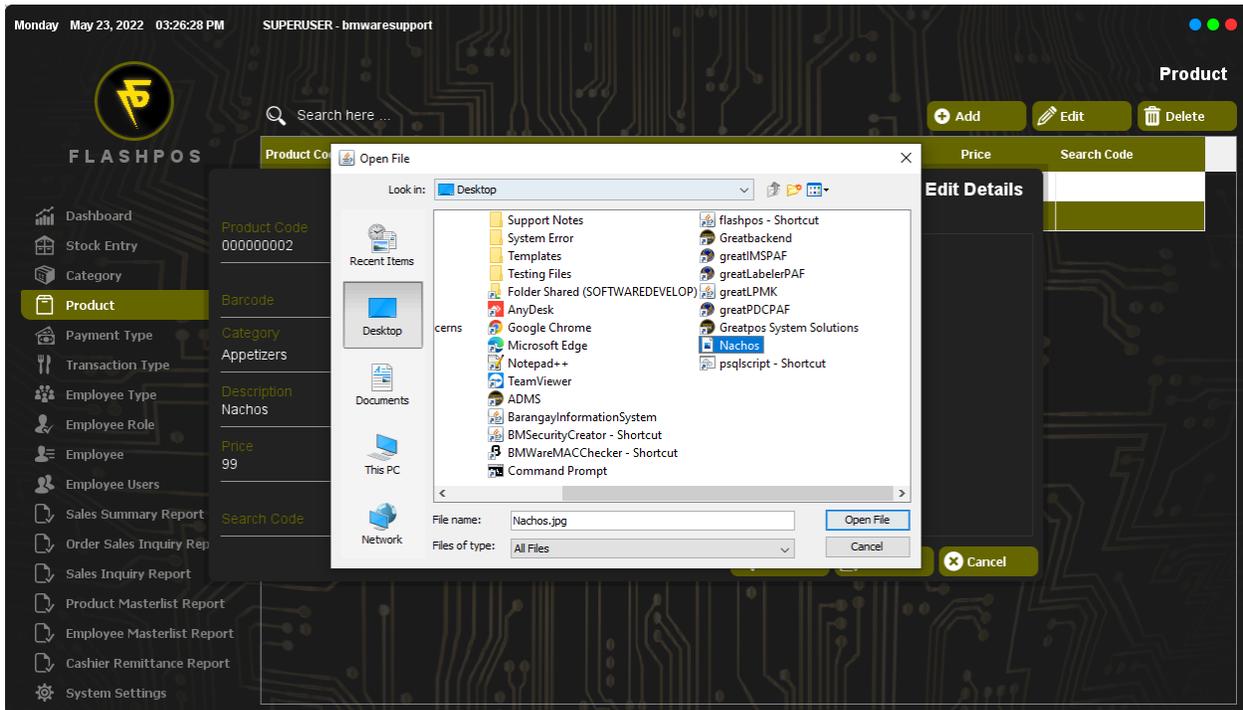
Step 2: Click Browse.

The screenshot shows the FLASHPOS application interface with the 'Edit Details' dialog box open. The dialog box contains the following fields:

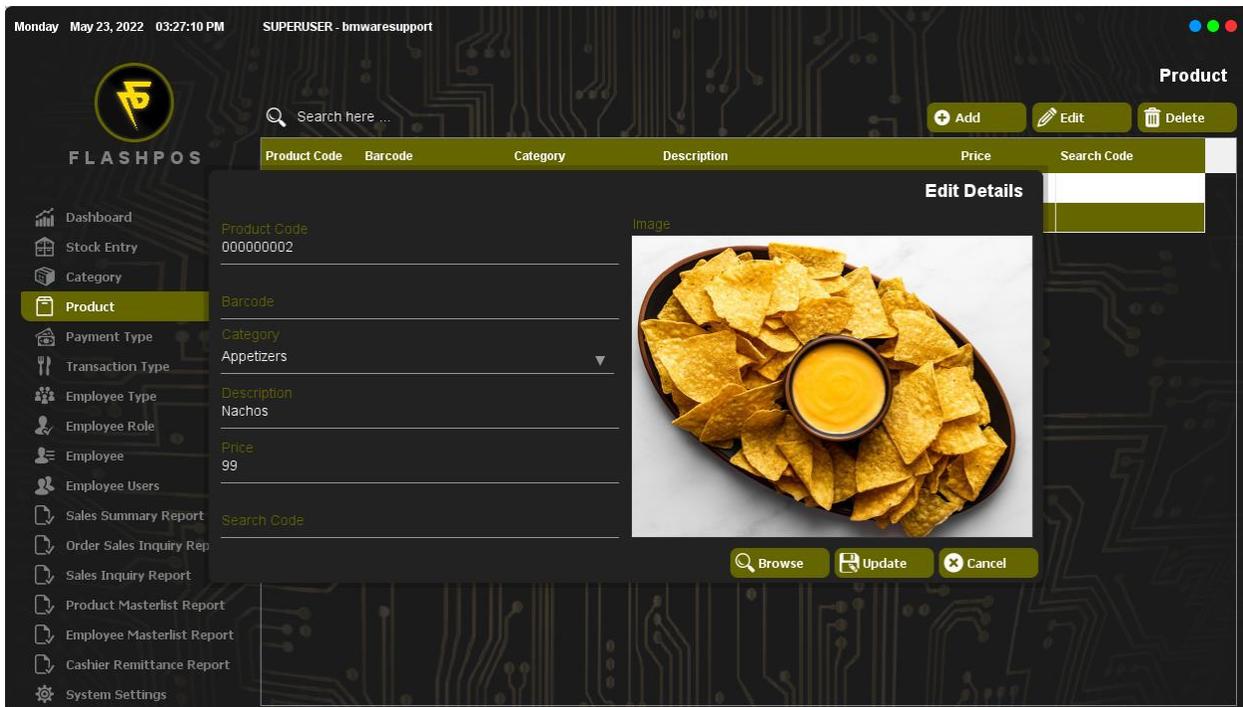
- Product Code: 000000002
- Barcode: (empty)
- Category: Appetizers
- Description: Nachos
- Price: 99
- Search Code: (empty)

The 'Image' field is highlighted, and a 'Browse' button is visible. The 'Update' and 'Cancel' buttons are also present at the bottom of the dialog box.

Step 3: Locate the image you want to add.



Step 4: Click Open File.



Step 5: Click Update.

The screenshot displays the FLASHPOS application interface. At the top, the system status shows 'Monday May 23, 2022 03:27:56 PM' and the user 'SUPERUSER - bmwaresupport'. The main header includes the FLASHPOS logo, a search bar, and buttons for 'Add', 'Edit', and 'Delete'. A sidebar on the left lists various menu items, with 'Product' highlighted. The central area shows the 'Edit Details' form for a product named 'Nachos'. The form fields are: Product Code (000000002), Barcode, Category (Appetizers), Description (Nachos), Price (99), and Search Code. An image of nachos is displayed in the 'Image' field. A success message dialog box is overlaid on the form, indicating 'Product Nachos Successfully Updated.' with an 'OK' button. At the bottom right of the form, there are buttons for 'Browse', 'Update', and 'Cancel'.

Step 6: Click OK.

Step 2: Click OK.

Friday May 20, 2022 10:29:10 AM Admin User System - admin

FLASHPOS Administrator

Stock Entry

Search here ... 2022-05-20 Load Save Synch Print

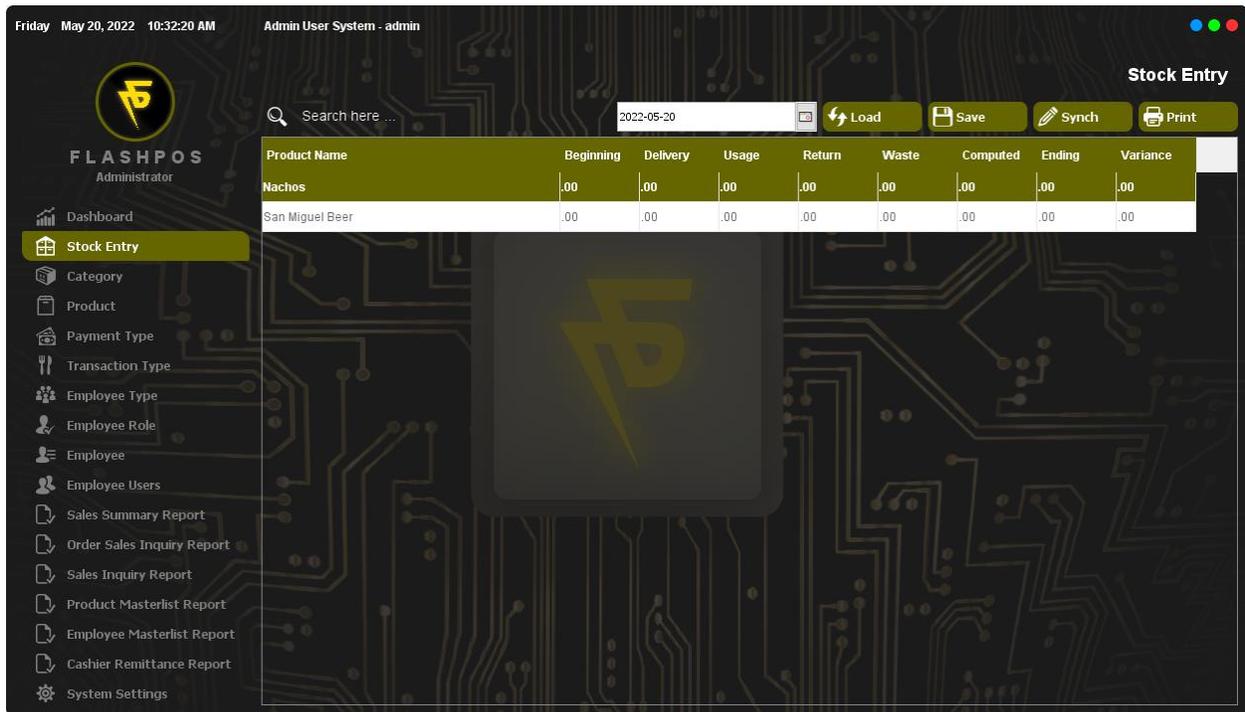
Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	.00	.00	.00	.00	.00	.00	.00
San Miguel Beer	.00	.00	.00	.00	.00	.00	.00	.00

Navigation menu:

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Delivery

Step 1: Double Click the Product that you want input Delivery.

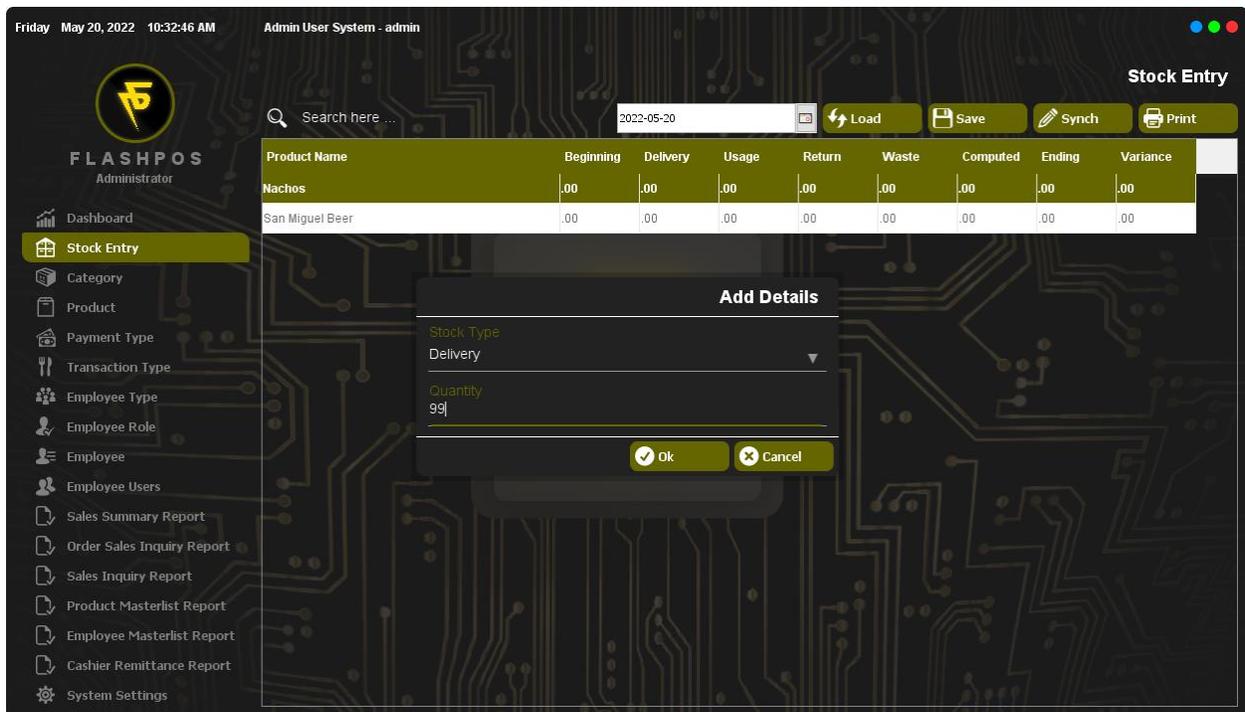


The screenshot shows the 'Stock Entry' window in the FLASHPOS system. The window title is 'Admin User System - admin' and the date is 'Friday May 20, 2022 10:32:20 AM'. The interface includes a search bar, a date selector set to '2022-05-20', and buttons for 'Load', 'Save', 'Synch', and 'Print'. A table displays the following data:

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	.00	.00	.00	.00	.00	.00	.00
San Miguel Beer	.00	.00	.00	.00	.00	.00	.00	.00

The left sidebar contains a navigation menu with options: Dashboard, Stock Entry (highlighted), Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings.

Step 2: Input Quantity.



The screenshot shows the 'Stock Entry' window with an 'Add Details' dialog box open. The dialog box contains the following information:

Add Details

Stock Type: Delivery

Quantity: 999

Buttons: Ok, Cancel

The background interface is the same as in the previous screenshot, showing the 'Stock Entry' window with the table and navigation menu.

Step 3: Click Ok Button.

Friday May 20, 2022 10:33:32 AM Admin User System - admin

FLASHPOS Administrator

Stock Entry

Search here ... 2022-05-20 Load Save Synch Print

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	99	.00	.00	.00	.00	.00	.00
San Miguel Beer	.00	.00	.00	.00	.00	.00	.00	.00

Navigation menu: Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, System Settings.

Waste

Step 1: Double Click the Product that you want input Waste.

Friday May 20, 2022 03:29:50 PM Admin User System - admin

FLASHPOS Administrator

Stock Entry

Search here ... 2022-05-20 Load Save Synch Print

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	99.00	6.00	.00	.00	93.00	.00	-93.00
San Miguel Beer	.00	99.00	.00	.00	.00	99.00	.00	-99.00

Navigation menu: Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, System Settings.

Step 2: Input Quantity.

The screenshot shows the FLASHPOS Stock Entry interface. A modal dialog titled "Add Details" is open, allowing the user to input the stock type and quantity for a selected item. The background table shows the current stock entry data.

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	99.00	6.00	.00	.00	93.00	.00	-93.00
San Miguel Beer	.00	99.00	.00	.00	.00	99.00	.00	-99.00

Add Details

Stock Type
Waste

Quantity
5

Ok Cancel

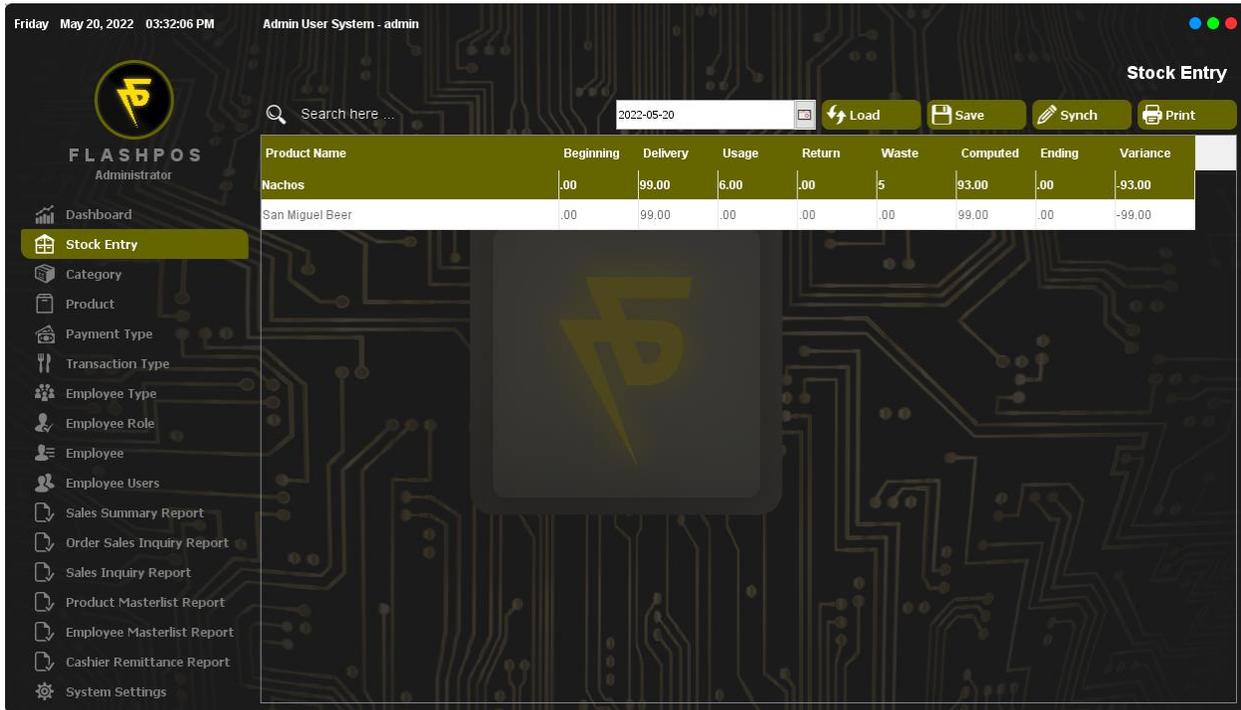
Step 3: Click Ok.

The screenshot shows the FLASHPOS Stock Entry interface after the "Add Details" modal has been closed. The "Waste" column for "Nachos" now contains the value "5", and the "Variance" column has updated to "-93.00".

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	99.00	6.00	.00	5	93.00	.00	-93.00
San Miguel Beer	.00	99.00	.00	.00	.00	99.00	.00	-99.00

Ending

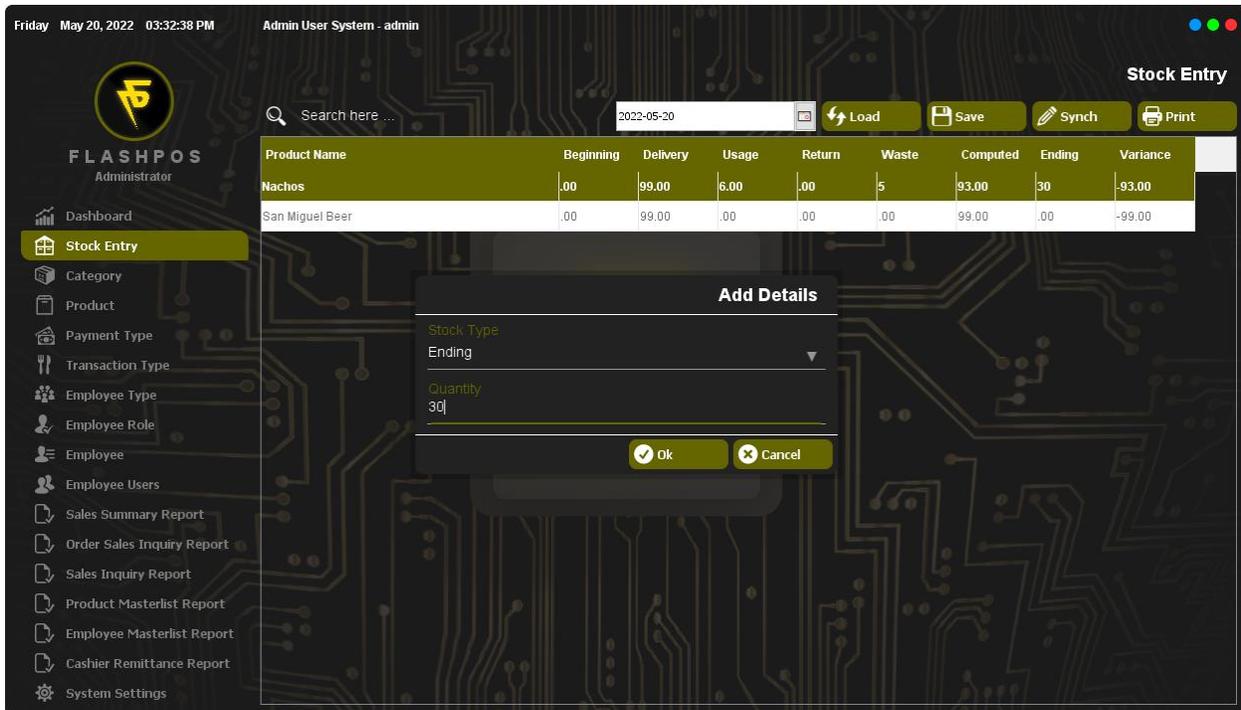
Step 1: Double Click the Product that you want input Ending.



The screenshot shows the 'Stock Entry' interface in the FLASHPOS system. The top bar displays the date 'Friday May 20, 2022 03:32:06 PM' and the user 'Admin User System - admin'. The interface includes a search bar, a date selector set to '2022-05-20', and buttons for 'Load', 'Save', 'Synch', and 'Print'. A table lists products with their respective stock metrics.

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	99.00	6.00	.00	5	93.00	.00	-93.00
San Miguel Beer	.00	99.00	.00	.00	.00	99.00	.00	-99.00

Step 2: Input Quantity.



The screenshot shows the 'Stock Entry' interface with an 'Add Details' dialog box open. The dialog box has a 'Stock Type' dropdown menu set to 'Ending' and a 'Quantity' input field containing '30'. The 'Ok' and 'Cancel' buttons are visible at the bottom of the dialog.

Add Details

Stock Type
Ending

Quantity
30

Ok Cancel

Step 3: Click Ok

Friday May 20, 2022 03:33:00 PM Admin User System - admin

FLASHPOS
Administrator

Search here ... 2022-05-20 [Load] [Save] [Synch] [Print]

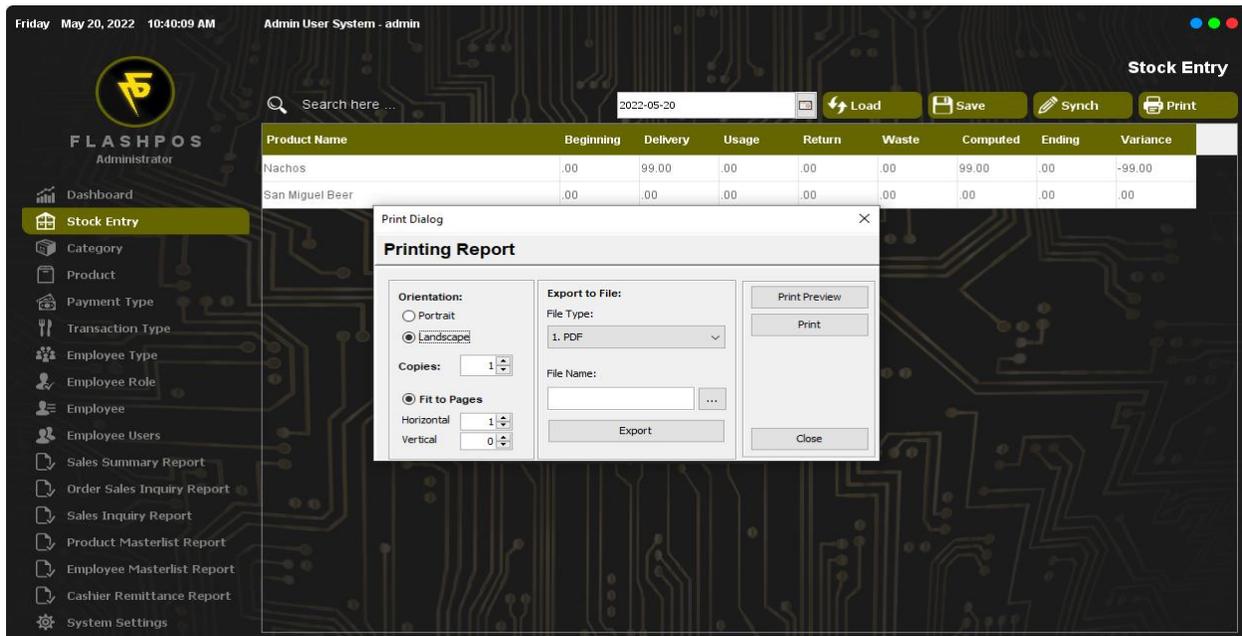
Stock Entry

Product Name	Beginning	Delivery	Usage	Return	Waste	Computed	Ending	Variance
Nachos	.00	99.00	6.00	.00	5	93.00	30	-93.00
San Miguel Beer	.00	99.00	.00	.00	.00	99.00	.00	-99.00

- Dashboard
- Stock Entry**
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Print Stock Entry

Step 1: Click Print Button.



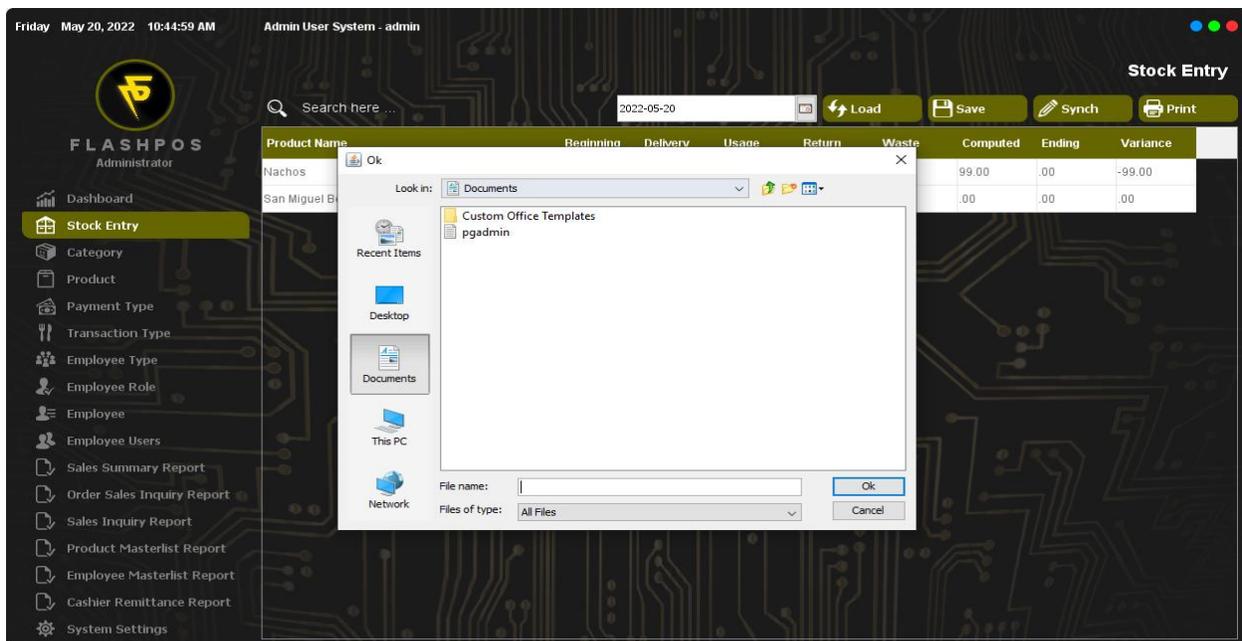
Step 2: Input Print Report.

Step 3: Then click Print Button.

Export to File

Step 1: Select File Type

Step 2: Click the (...) Button.

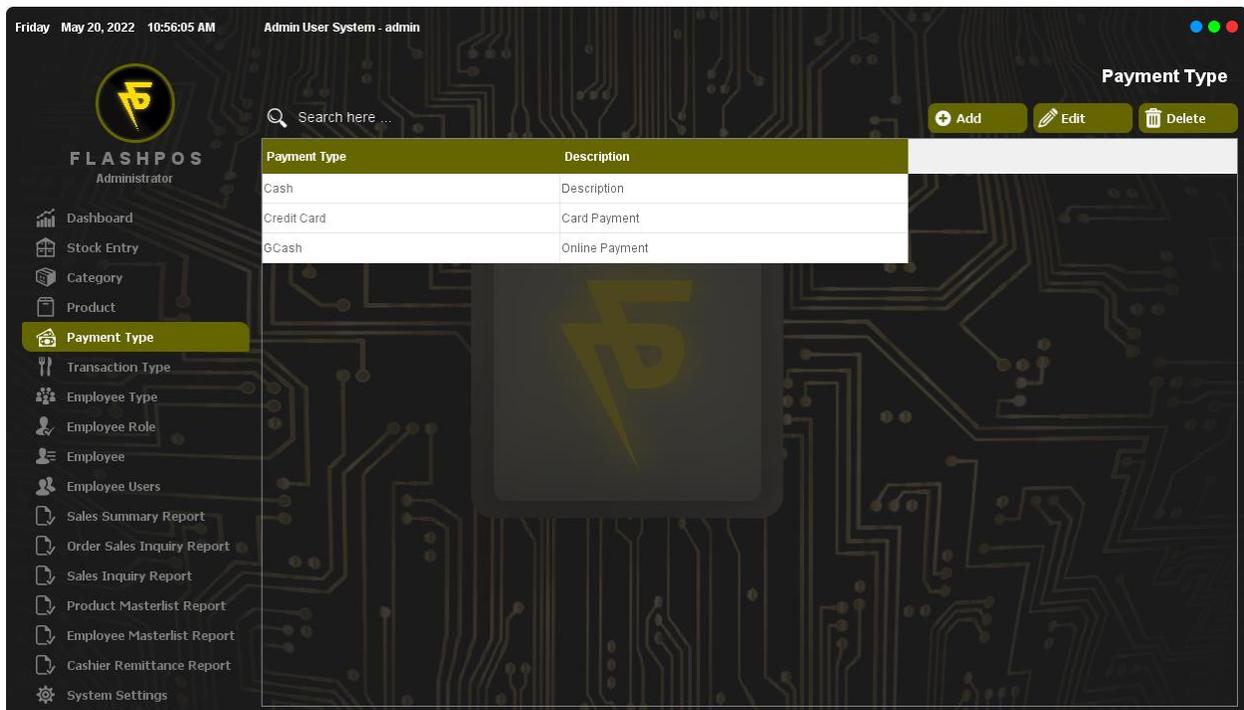


Payment Type

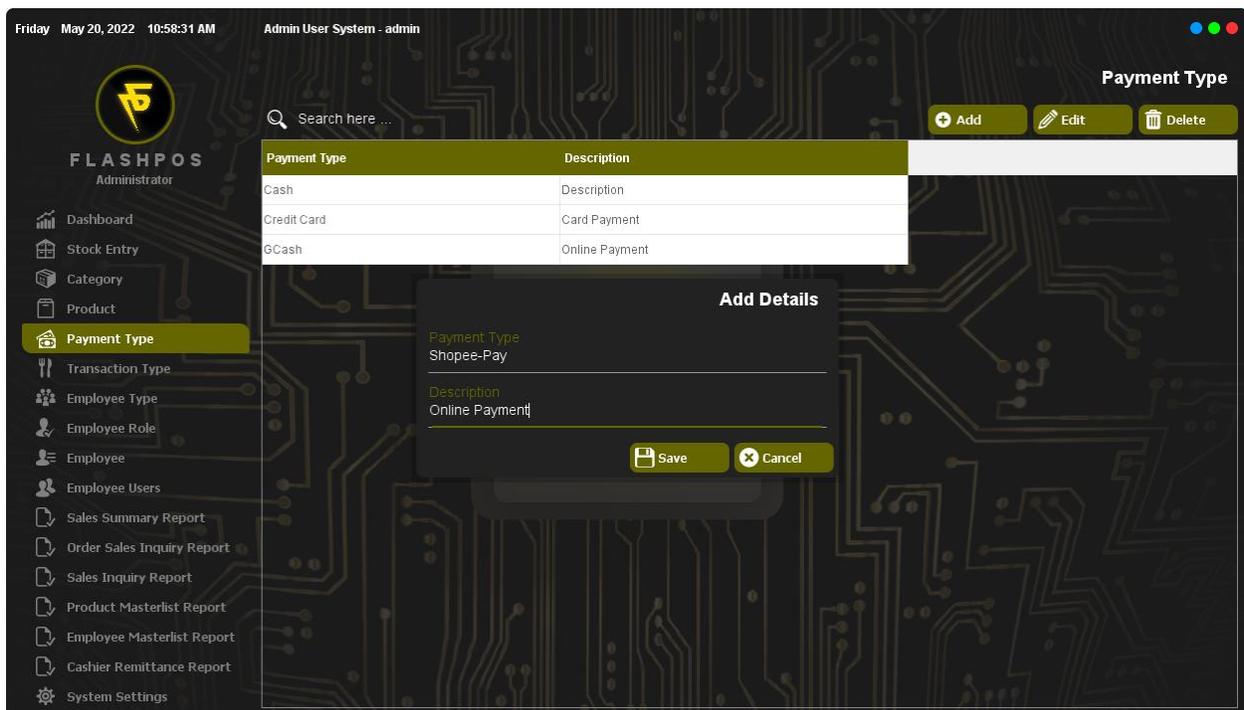
How to use Payment Type Maintenance?

Adding Payment Type

Step 1: Click Add Button.



Step 2: Input Payment Type and Description.



Step 3: Click Save.

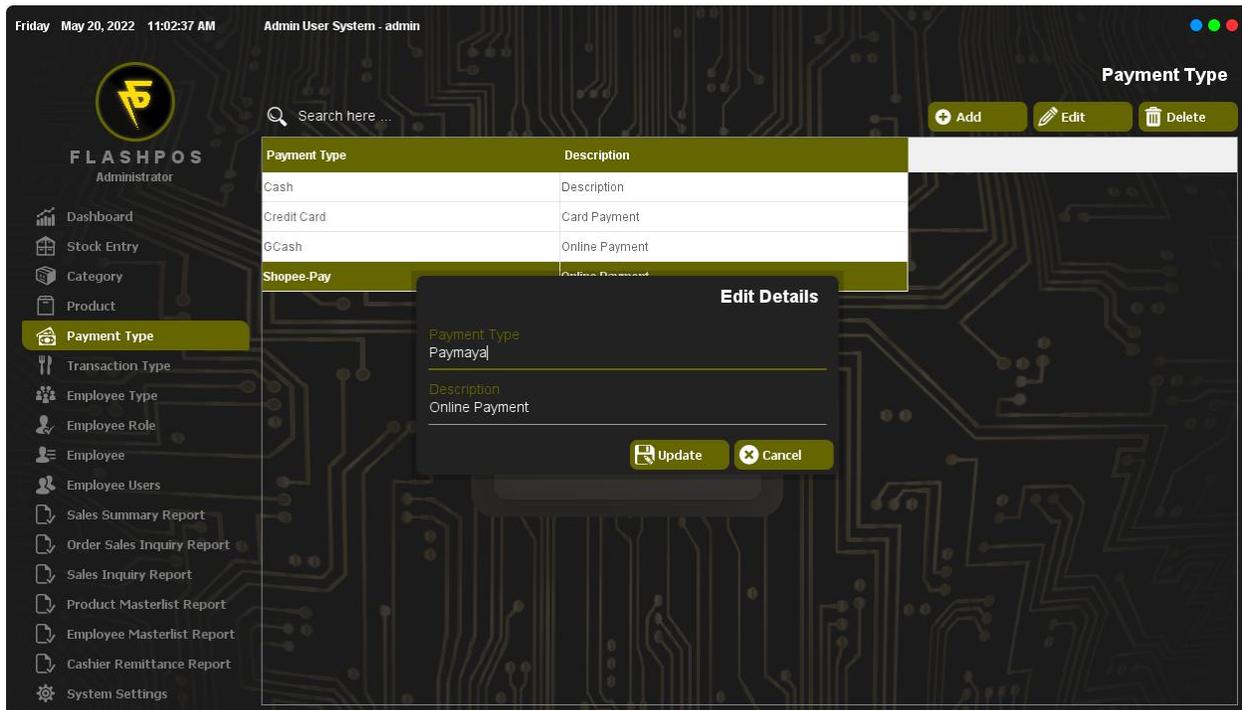
Step 4: Click Ok.

The screenshot displays the FLASHPOS Admin User System interface. The top header shows the date and time as "Friday May 20, 2022 11:00:34 AM" and the user as "Admin User System - admin". The left sidebar contains a navigation menu with the following items: Dashboard, Stock Entry, Category, Product, **Payment Type** (highlighted), Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings. The main content area is titled "Payment Type" and features a search bar with the text "Search here ...". To the right of the search bar are three buttons: "Add", "Edit", and "Delete". Below these elements is a table with the following data:

Payment Type	Description
Cash	Description
Credit Card	Card Payment
GCash	Online Payment
Shopee-Pay	Online Payment

Editing Payment Type

Step 1: Click the Payment Type you want to Edit then click Edit Button and input edit details.



The screenshot shows the 'Payment Type' management page in the FLASHPOS Admin User System. The page includes a sidebar with navigation options, a search bar, and a table of payment types. An 'Edit Details' modal is open, allowing the user to update the details for the selected payment type.

Payment Type	Description
Cash	Description
Credit Card	Card Payment
GCash	Online Payment
Shopee-Pay	Online Payment

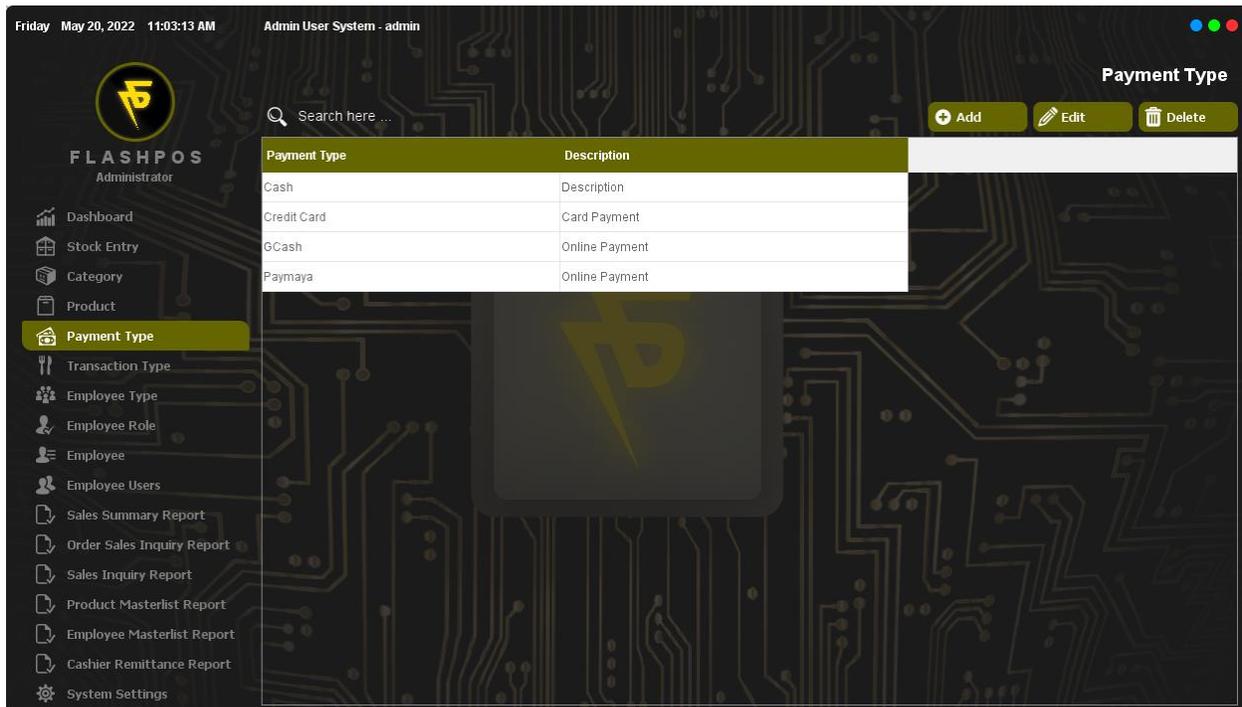
Edit Details

Payment Type:

Description:

Step 2: Click Update.

Step 3: Click OK.

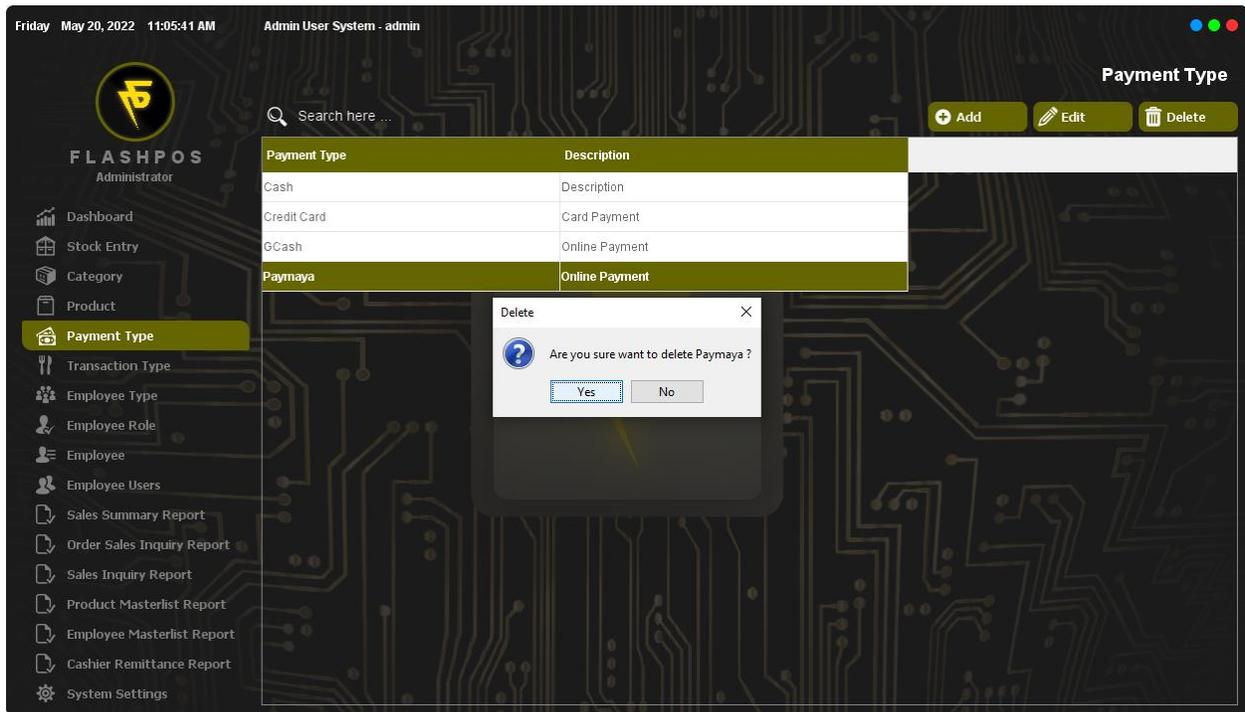


The screenshot shows the 'Payment Type' management page after the update. The 'Shopee-Pay' entry has been replaced by 'Paymaya' in the table. The 'Edit Details' modal is no longer visible.

Payment Type	Description
Cash	Description
Credit Card	Card Payment
GCash	Online Payment
Paymaya	Online Payment

Deleting Payment Type

Step 1: Click the Payment Type you want to delete and click Delete Button.

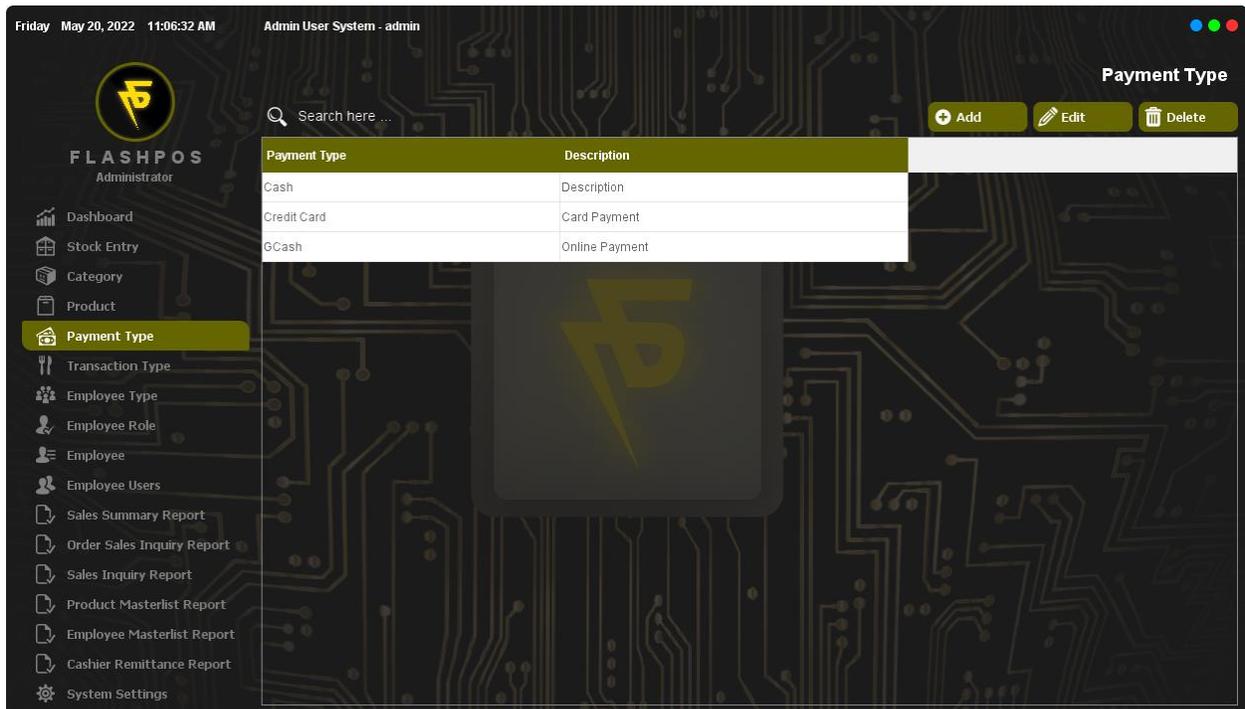


The screenshot shows the FLASHPOS Admin User System interface. The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings. The main area displays a table of Payment Types with columns for Payment Type and Description. The 'Paymaya' row is selected. A 'Delete' dialog box is open, asking 'Are you sure want to delete Paymaya?' with 'Yes' and 'No' buttons.

Payment Type	Description
Cash	Description
Credit Card	Card Payment
GCash	Online Payment
Paymaya	Online Payment

Step 2: Click Yes.

Step 3: Click Ok.



The screenshot shows the FLASHPOS Admin User System interface after the deletion of the 'Paymaya' payment type. The 'Paymaya' row is no longer visible in the table. The 'Delete' dialog box is no longer present.

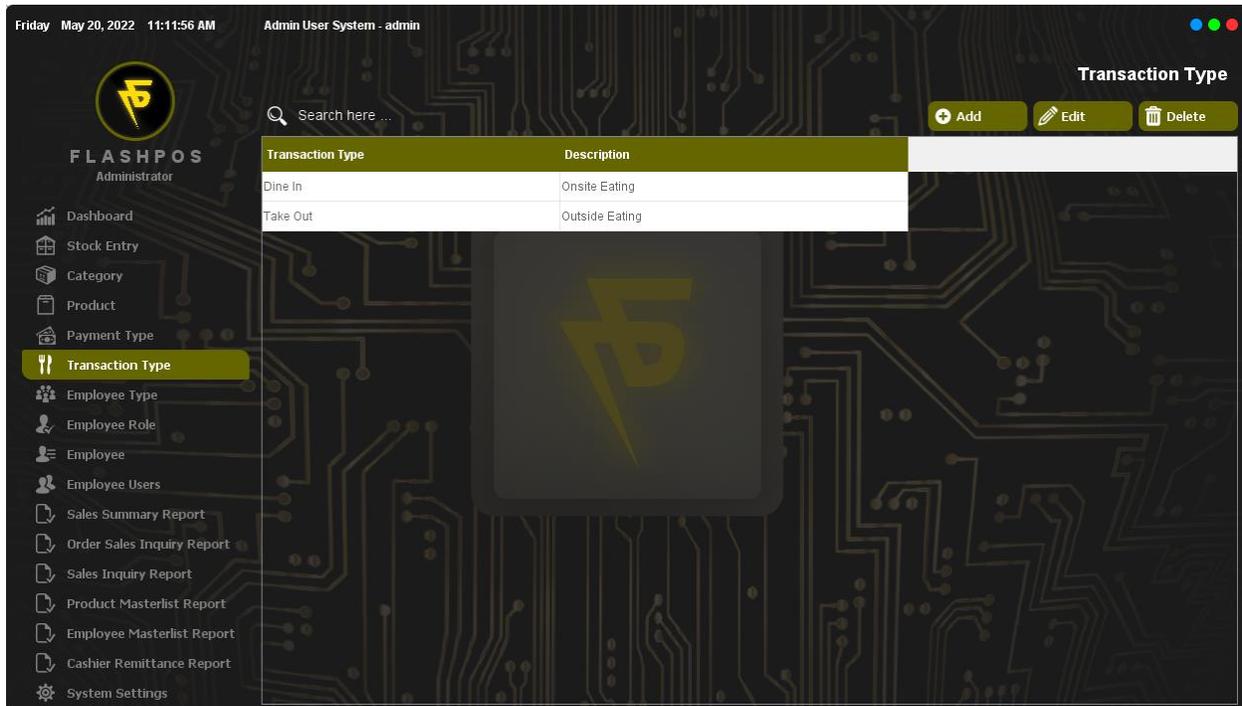
Payment Type	Description
Cash	Description
Credit Card	Card Payment
GCash	Online Payment

Transaction Type

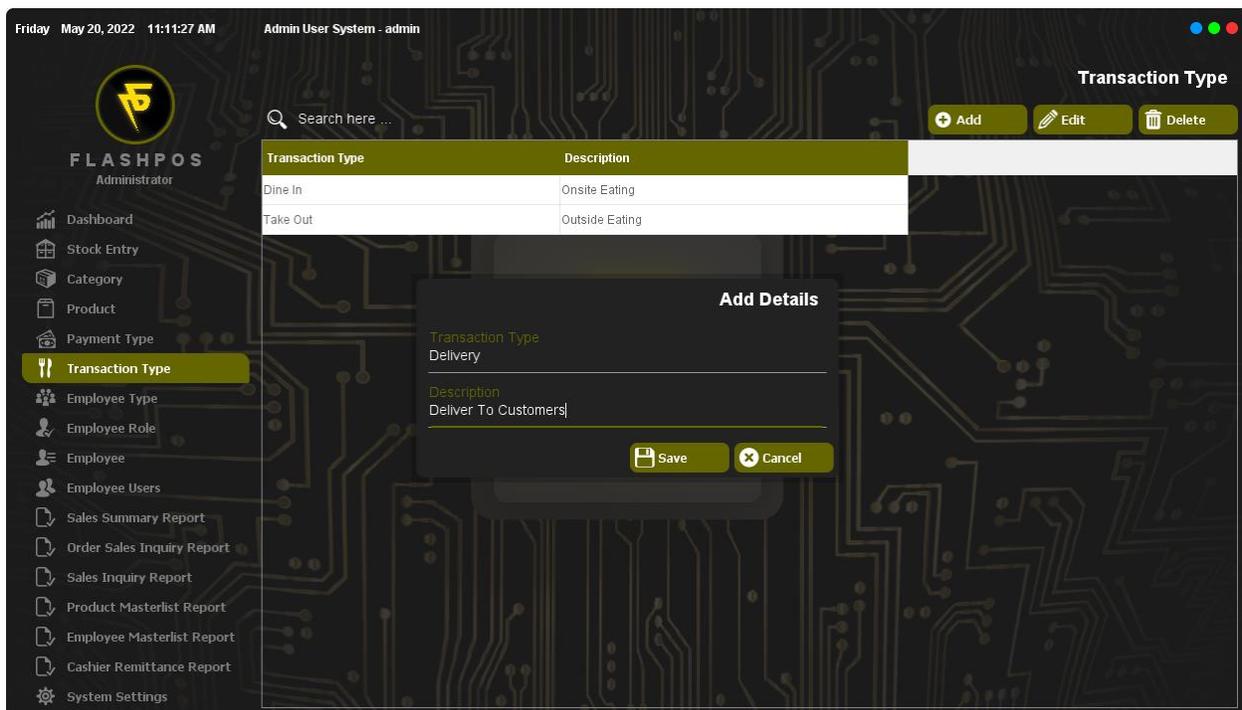
How to Use Transaction Type Maintenance?

Adding Transaction Type

Step 1: Click Add Button.



Step 2: Input Transaction Type Description.



Step 3: Click Save.

Step 4: Click OK.

The screenshot displays the FLASHPOS Admin User System interface. The top bar shows the date and time as "Friday May 20, 2022 11:13:44 AM" and the user as "Admin User System - admin". The left sidebar contains a navigation menu with the following items: Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type (highlighted), Employee Type, Employee Role, Employee, Employee Users, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, and System Settings. The main content area is titled "Transaction Type" and features a search bar, "Add", "Edit", and "Delete" buttons. A table lists the transaction types:

Transaction Type	Description
Dine In	Onsite Eating
Take Out	Outside Eating
Delivery	Deliver To Customers

Editing Transaction Type

Step 1: Click the Transaction Type you want to Edit then click Edit Button and input edit details.

The screenshot shows the FLASHPOS Administrator interface. The top bar displays the date and time (Friday, May 20, 2022, 11:15:52 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type (highlighted), Employee Type, Employee Role, Employee, Employee Users, and various reports. The main content area shows a table of Transaction Types with columns for Transaction Type and Description. The 'Delivery' row is highlighted. An 'Edit Details' modal is open, showing the current values: Transaction Type: Delivery and Description: Deliver to Customers. The modal has 'Update' and 'Cancel' buttons.

Transaction Type	Description
Dine In	Onsite Eating
Take Out	Outside Eating
Delivery	Deliver To Customers

Edit Details

Transaction Type
Delivery

Description
Deliver to Customers

Step 2: Click Update.

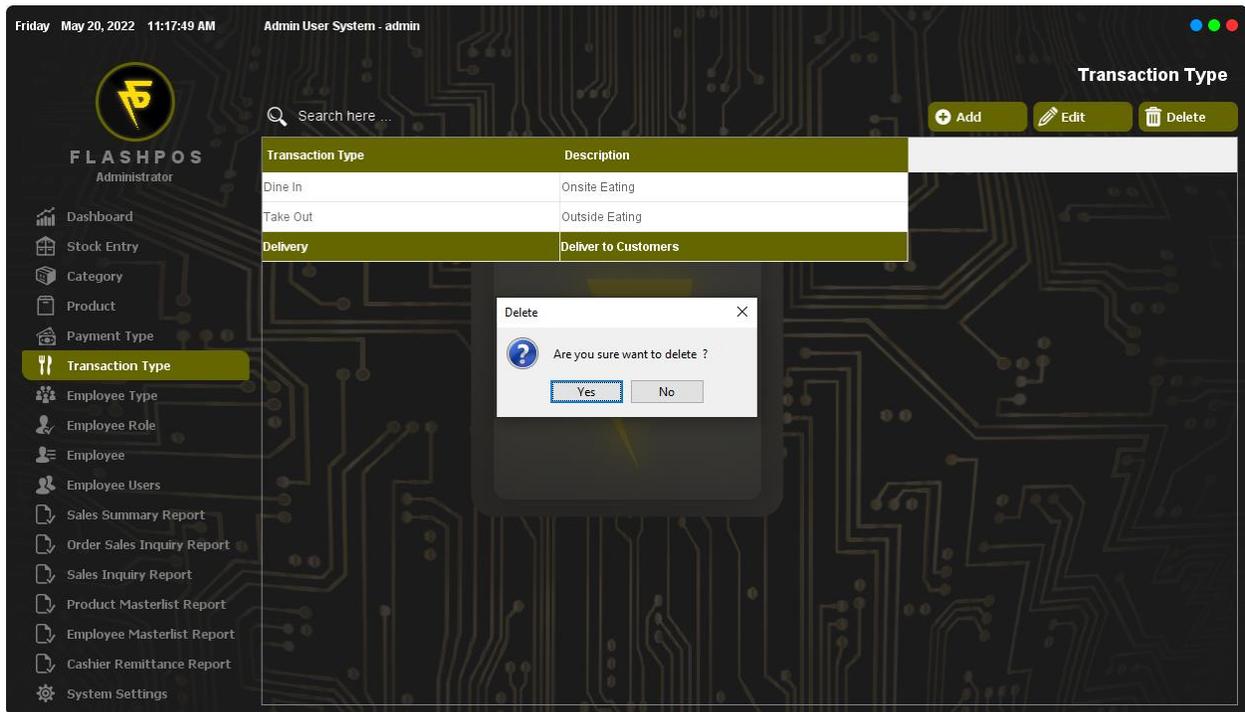
Step 3: Click OK.

The screenshot shows the FLASHPOS Administrator interface after the update. The top bar displays the date and time (Friday, May 20, 2022, 11:16:36 AM) and the user role (Admin User System - admin). The left sidebar is the same as in the previous screenshot. The main content area shows the same table of Transaction Types, but the 'Delivery' row is now highlighted in white, indicating it has been updated. The 'Edit Details' modal is no longer visible.

Transaction Type	Description
Dine In	Onsite Eating
Take Out	Outside Eating
Delivery	Deliver to Customers

Deleting Transaction Type

Step 1: Click the Transaction Type you want to delete and click Delete Button.

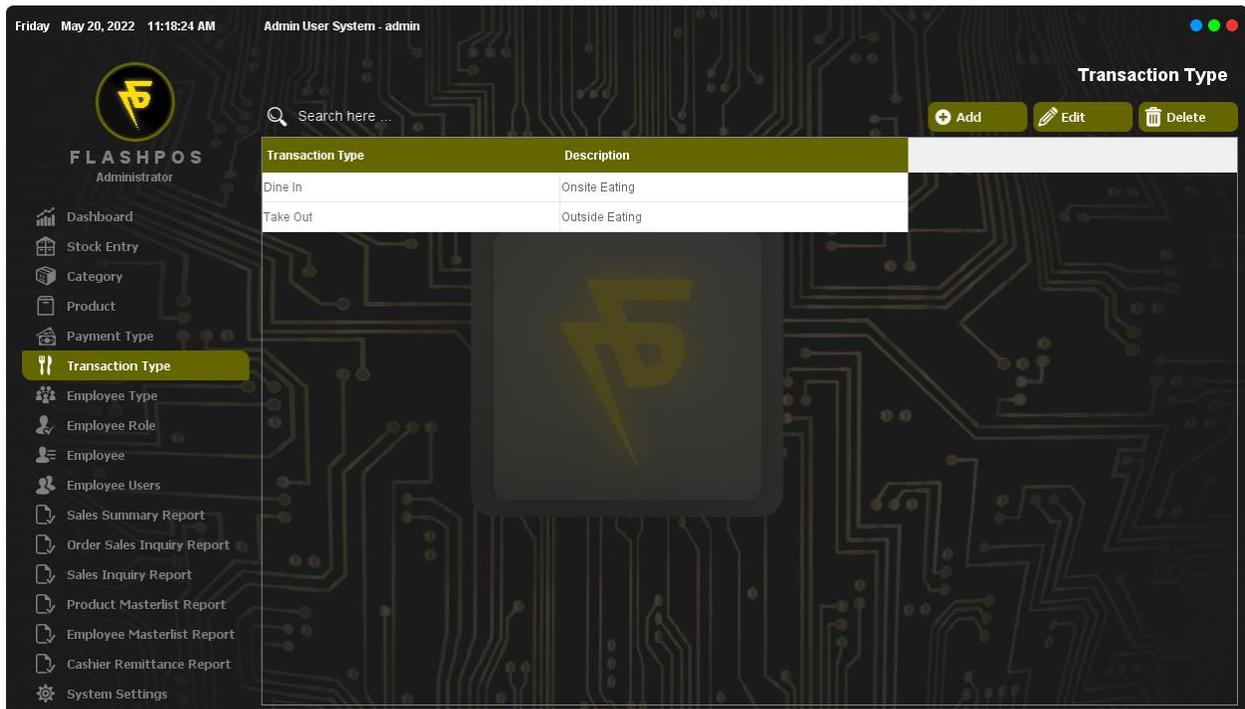


The screenshot shows the FLASHPOS Admin User System interface. The top bar displays the date and time (Friday, May 20, 2022, 11:17:49 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type (highlighted), Employee Type, Employee Role, Employee, Employee Users, and various reports. The main content area shows a table of Transaction Types with columns for Transaction Type and Description. The table lists Dine In (Onsite Eating), Take Out (Outside Eating), and Delivery (Deliver to Customers). A 'Delete' dialog box is open in the center, asking 'Are you sure want to delete?' with 'Yes' and 'No' buttons.

Transaction Type	Description
Dine In	Onsite Eating
Take Out	Outside Eating
Delivery	Deliver to Customers

Step 2: Click Yes.

Step 3: Click OK.



The screenshot shows the FLASHPOS Admin User System interface after the deletion process. The top bar displays the date and time (Friday, May 20, 2022, 11:18:24 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type (highlighted), Employee Type, Employee Role, Employee, Employee Users, and various reports. The main content area shows a table of Transaction Types with columns for Transaction Type and Description. The table lists Dine In (Onsite Eating) and Take Out (Outside Eating). The 'Delete' dialog box is no longer visible.

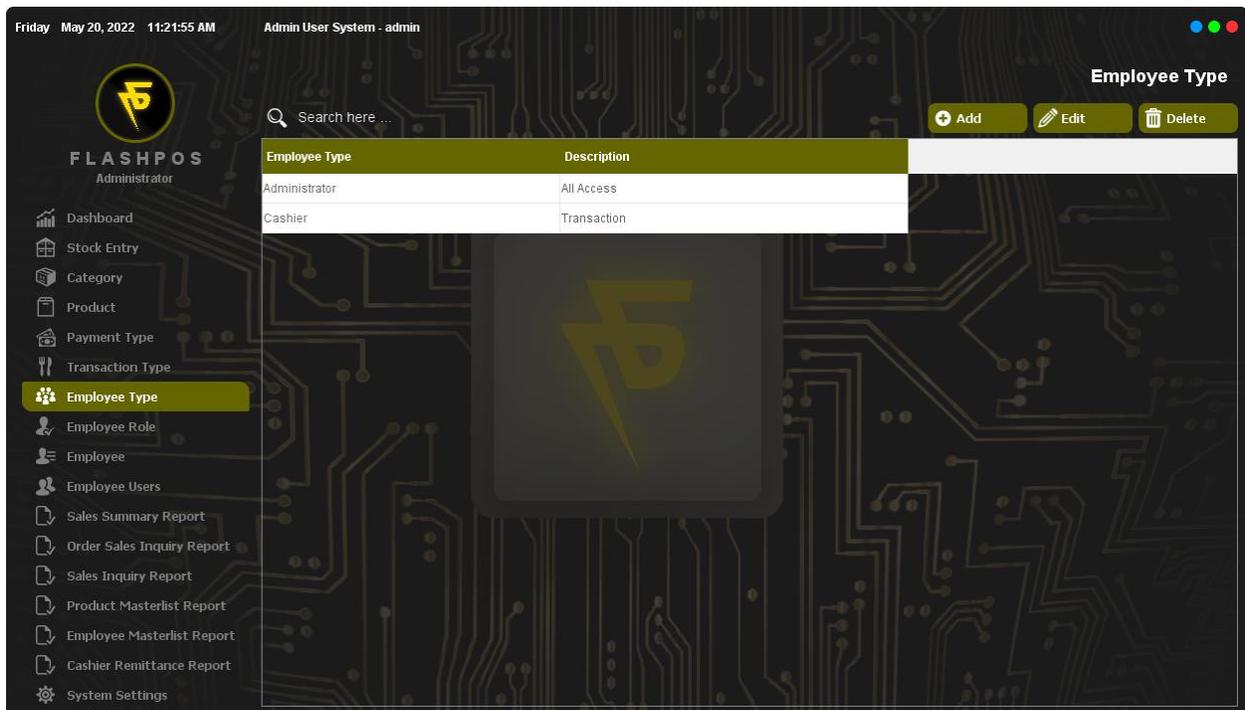
Transaction Type	Description
Dine In	Onsite Eating
Take Out	Outside Eating

Employee Type

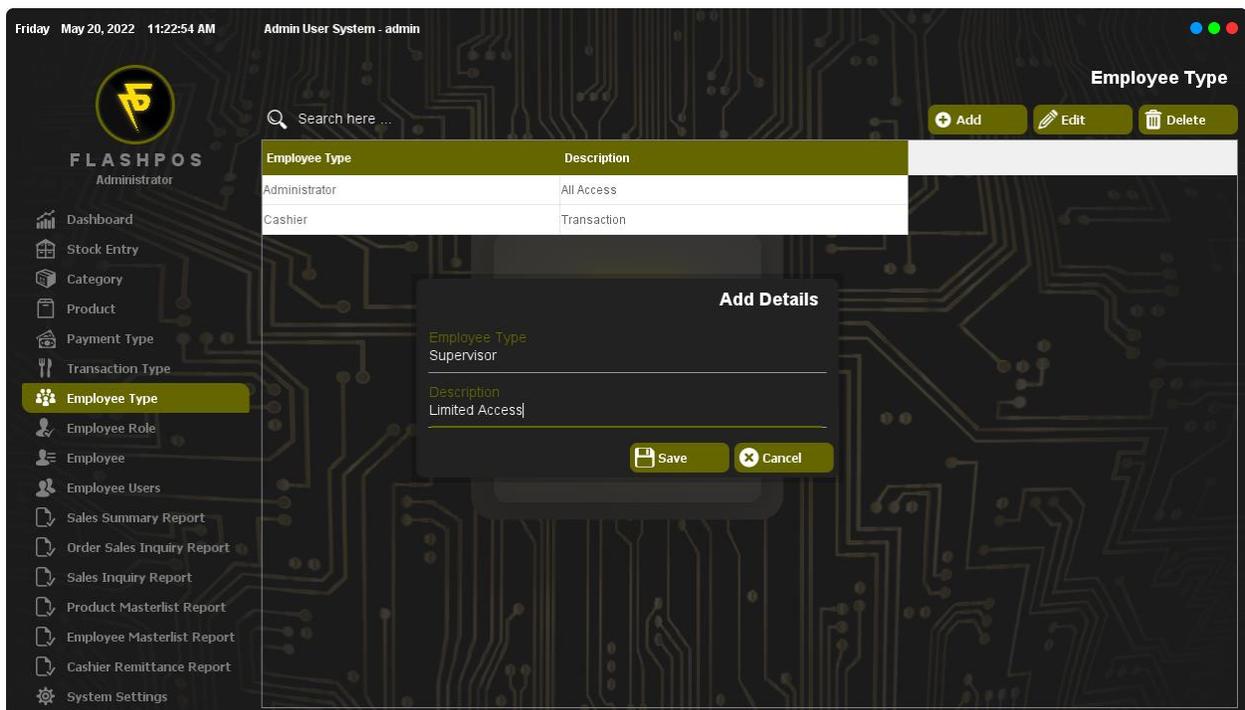
How to use Employee Type Maintenance?

Adding Employee Type

Step 1: Click Add Button.



Step 2: Input Transaction Type Description.



Step 3: Click Save.

Step 4: Click OK.

The screenshot displays the FLASHPOS Admin User System interface. The top header shows the date and time as "Friday May 20, 2022 11:23:30 AM" and the user as "Admin User System - admin". The main title of the page is "Employee Type". On the left, there is a sidebar menu with various options, including "Employee Type" which is currently selected. The main content area features a search bar and three action buttons: "Add", "Edit", and "Delete". Below these is a table with two columns: "Employee Type" and "Description".

Employee Type	Description
Administrator	All Access
Cashier	Transaction
Supervisor	Limited Access

Editing Employee Type

Step 1: Click the Employee Type you want to Edit then click Edit Button and input edit details.

The screenshot shows the 'Employee Type' management interface. A table lists three employee types: Administrator (All Access), Cashier (Transaction), and Supervisor (Limited Access). The 'Supervisor' row is highlighted. An 'Edit Details' modal is open, showing the current values for 'Employee Type' (Supervisor) and 'Description' (Limited Access). The modal includes 'Update' and 'Cancel' buttons.

Employee Type	Description
Administrator	All Access
Cashier	Transaction
Supervisor	Limited Access

Edit Details

Employee Type: Supervisor

Description: Limited Access

Update Cancel

Step 2: Click Update.

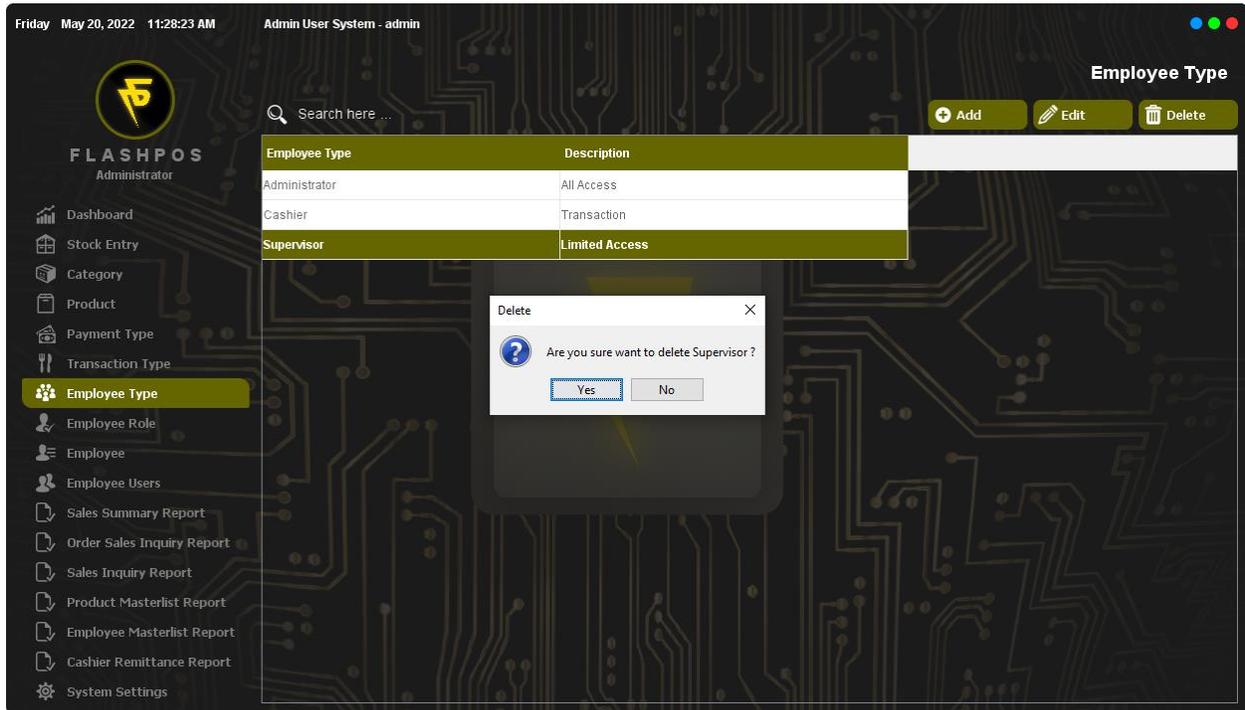
Step 3: Click OK.

The screenshot shows the 'Employee Type' management interface after the update. The table now lists three employee types: Administrator (All Access), Cashier (Transaction), and Supervisor (Limited Access). The 'Supervisor' row is highlighted. The 'Edit Details' modal is no longer visible.

Employee Type	Description
Administrator	All Access
Cashier	Transaction
Supervisor	Limited Access

Deleting Employee Type

Step 1: Click the Employee Type you want to delete and click Delete Button.

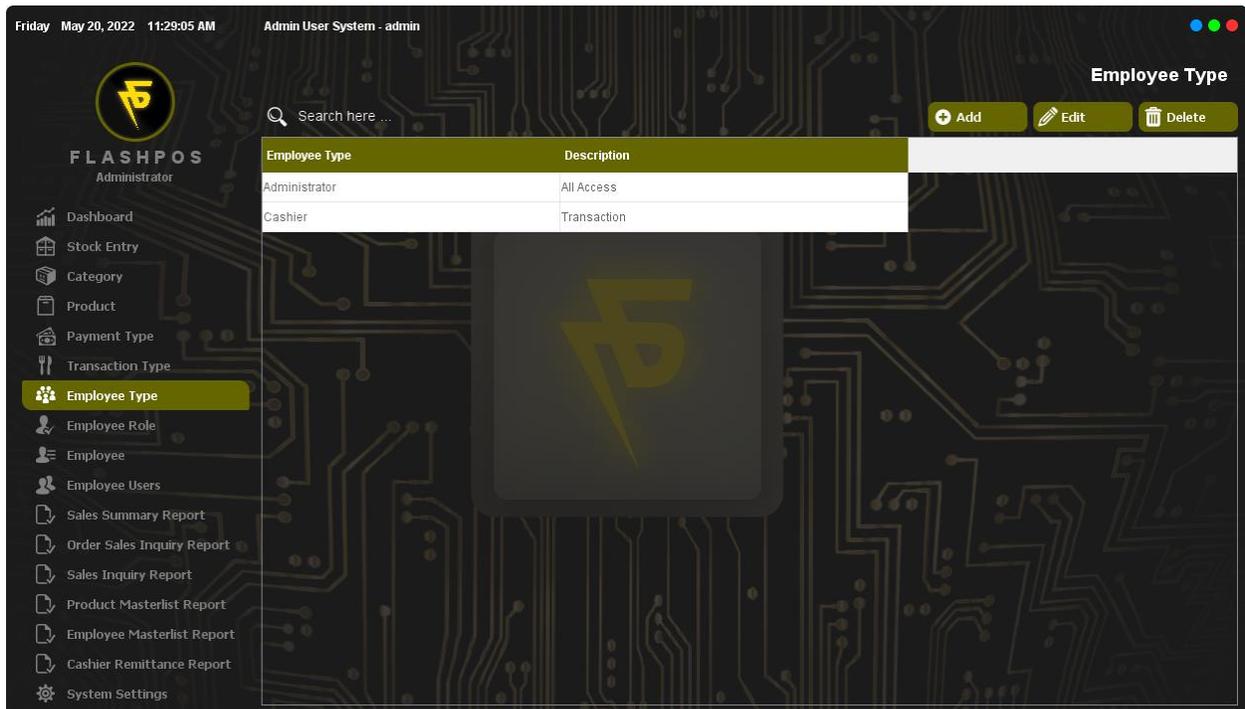


The screenshot shows the FLASHPOS Administrator interface. The top bar displays the date and time (Friday, May 20, 2022, 11:28:23 AM) and the user role (Admin User System - admin). The left sidebar contains a navigation menu with options like Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type (highlighted), Employee Role, Employee, Employee Users, and various reports. The main content area shows the 'Employee Type' management screen with a table listing types: Administrator (All Access), Cashier (Transaction), and Supervisor (Limited Access). A 'Delete' modal dialog is open, asking 'Are you sure want to delete Supervisor?' with 'Yes' and 'No' buttons.

Employee Type	Description
Administrator	All Access
Cashier	Transaction
Supervisor	Limited Access

Step 2: Click Yes.

Step 3: Click OK.



The screenshot shows the FLASHPOS Administrator interface after the deletion of the Supervisor role. The top bar and sidebar are the same as in the previous screenshot. The main content area shows the 'Employee Type' management screen with a table listing types: Administrator (All Access) and Cashier (Transaction). The Supervisor role is no longer visible in the table.

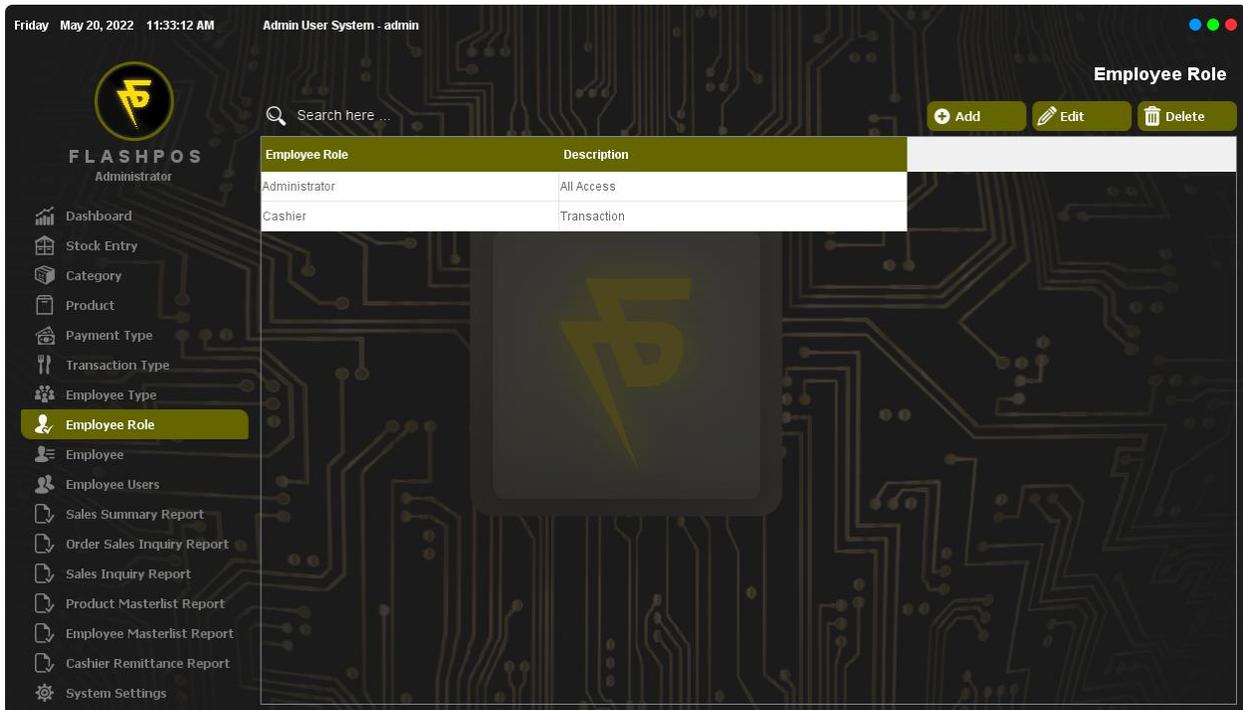
Employee Type	Description
Administrator	All Access
Cashier	Transaction

Employee Role

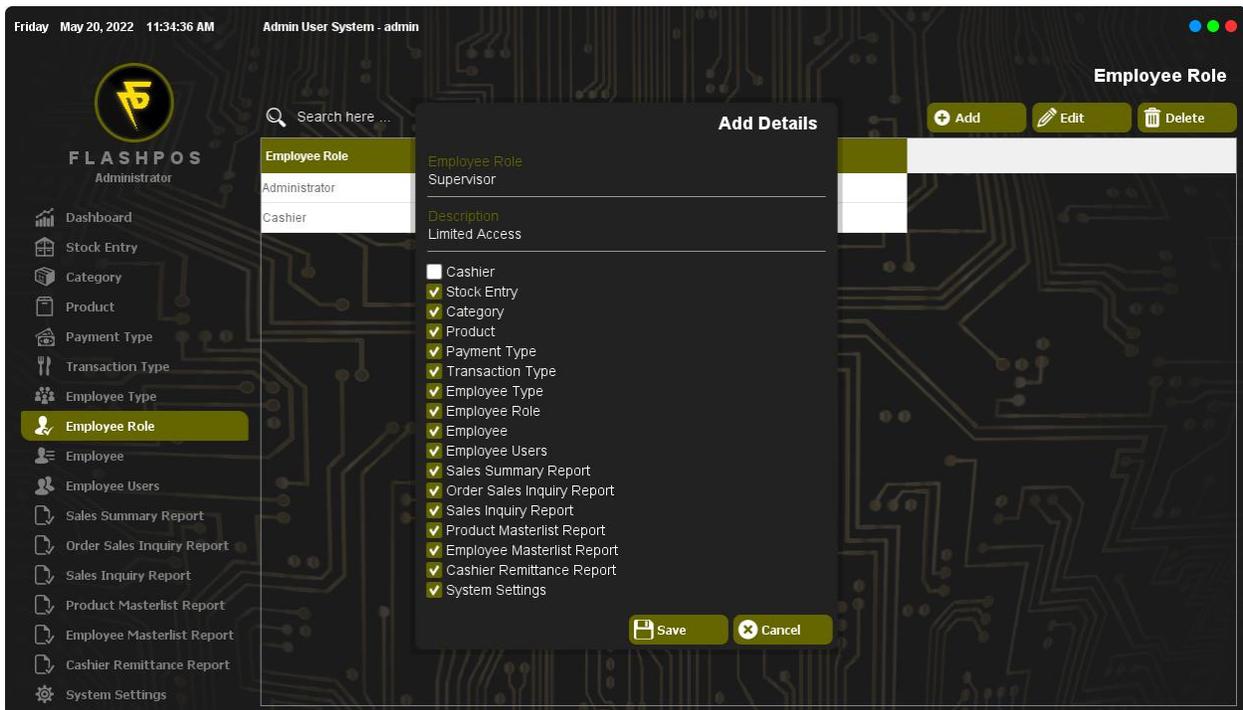
How to use Employee Role Maintenance?

Adding Employee Role

Step 1: Click Add Button.



Step 2: Input Employee Role, Description and Access.



Step 3: Click Save.

Step 4: Click OK.

The screenshot displays the 'Employee Role' management interface in the FLASHPOS Admin User System. The interface includes a sidebar with navigation options, a search bar, and a table of existing roles. The 'Employee Role' menu item in the sidebar is highlighted.

FLASHPOS Administrator

Friday May 20, 2022 11:35:18 AM Admin User System - admin

Employee Role

Search here ...

+ Add Edit Delete

Employee Role	Description
Administrator	All Access
Cashier	Transaction
Supervisor	Limited Access

Navigation menu items:

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role**
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Editing Employee Role

Step 1: Click the Employee Role you want to Edit then click Edit Button and input edit details.

The screenshot shows the 'Admin User System - admin' interface. The left sidebar contains a menu with 'Employee Role' selected. The main area displays the 'Employee Role' table with three rows: Administrator, Cashier, and Supervisor. The 'Supervisor' row is highlighted. An 'Edit Details' modal is open, showing the role name 'Supervisor' and its description 'Limited Access'. Below this, a list of permissions is shown with checkboxes: Cashier (unchecked), Stock Entry (checked), Category (checked), Product (checked), Payment Type (checked), Transaction Type (checked), Employee Type (checked), Employee Role (checked), Employee (checked), Employee Users (checked), Sales Summary Report (checked), Order Sales Inquiry Report (checked), Sales Inquiry Report (checked), Product Masterlist Report (checked), Employee Masterlist Report (checked), Cashier Remittance Report (unchecked), and System Settings (unchecked). At the bottom of the modal are 'Update' and 'Cancel' buttons.

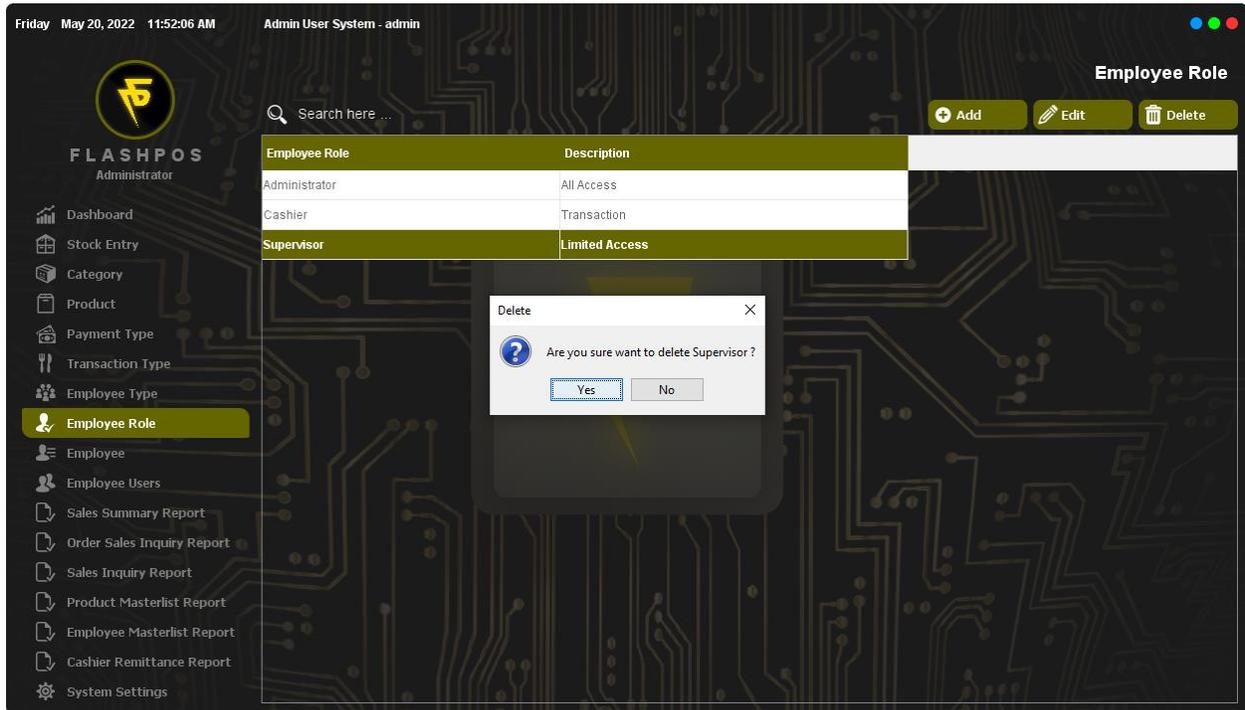
Step 2: Click Update.

Step 3: Click OK.

The screenshot shows the 'Admin User System - admin' interface after the update. The 'Employee Role' table now has three rows: Administrator (All Access), Cashier (Transaction), and Supervisor (Limited Access). The 'Supervisor' row is highlighted. The 'Edit Details' modal is no longer visible. The interface includes the same sidebar menu and top navigation bar as the previous screenshot.

Deleting Employee Role

Step 1: Click the Employee Role you want to delete and click Delete Button.



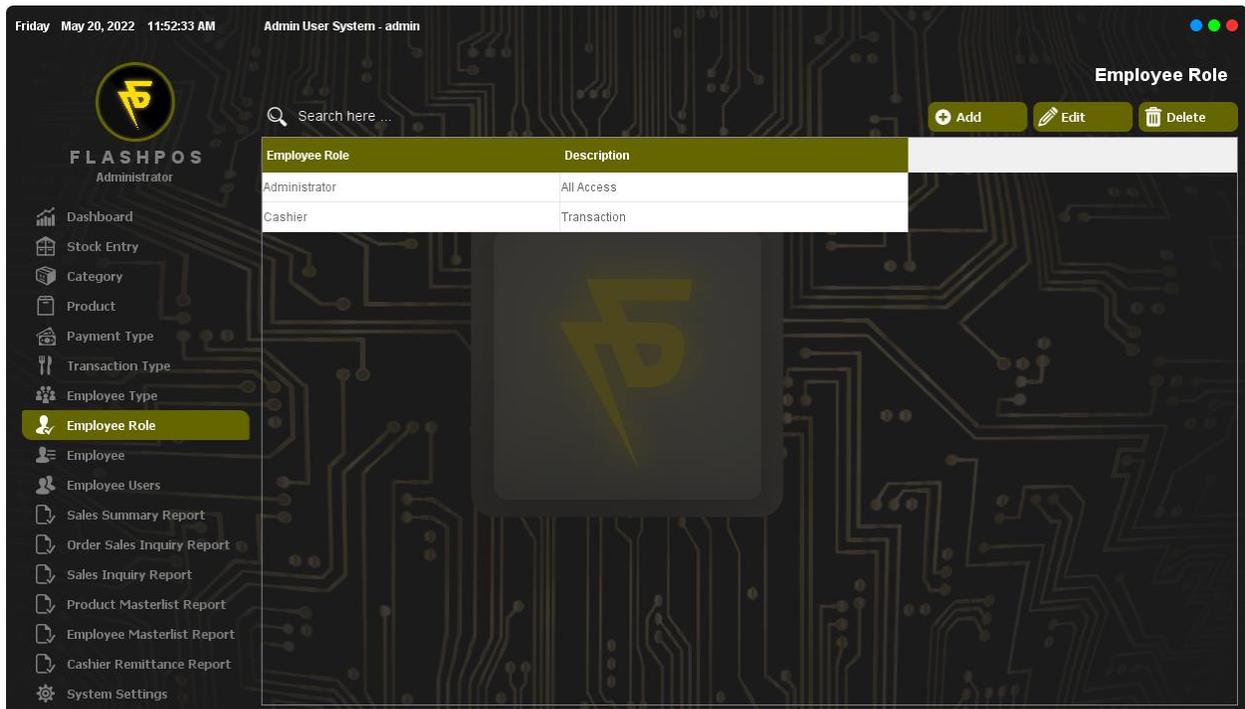
The screenshot shows the 'Employee Role' management interface in the FLASHPOS Admin User System. The interface includes a sidebar with navigation options, a search bar, and a table of roles. A modal dialog box is open, asking for confirmation to delete the 'Supervisor' role.

Employee Role	Description
Administrator	All Access
Cashier	Transaction
Supervisor	Limited Access

Modal Dialog: Delete
Are you sure want to delete Supervisor?
Yes No

Step 2: Click Yes.

Step 3: Click OK.



The screenshot shows the 'Employee Role' management interface after the 'Supervisor' role has been successfully deleted. The table now only contains the 'Administrator' and 'Cashier' roles.

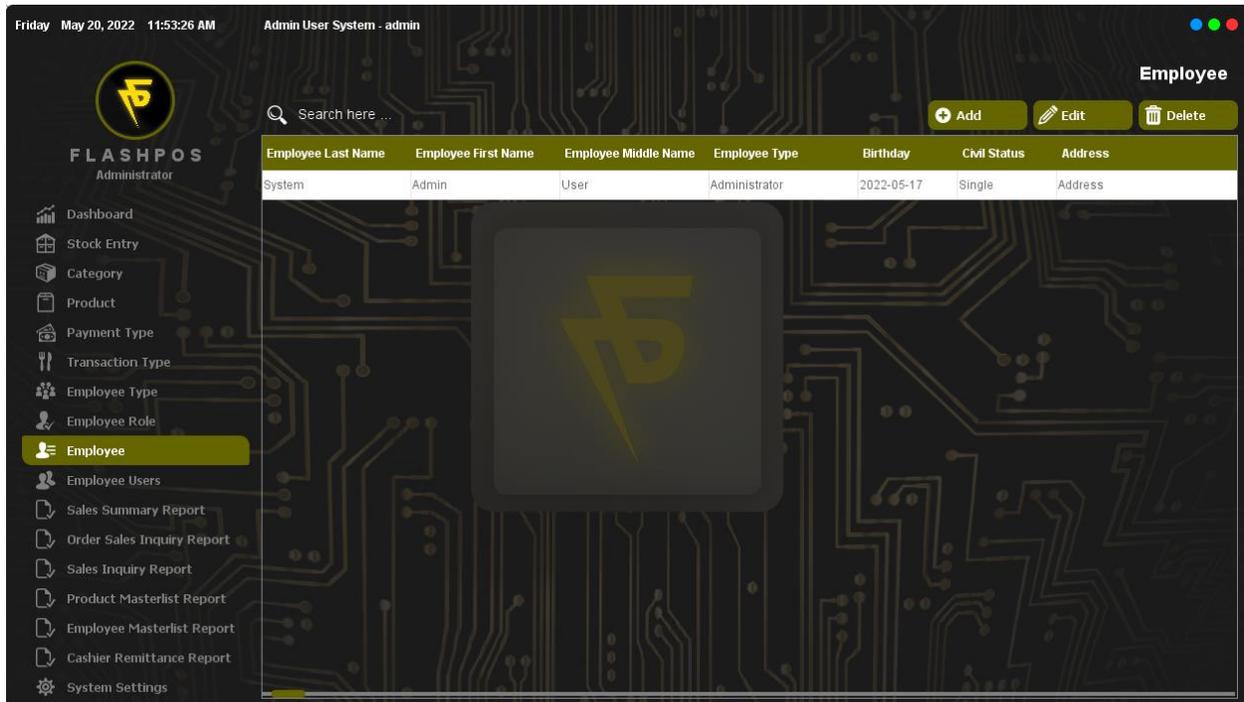
Employee Role	Description
Administrator	All Access
Cashier	Transaction

Employee

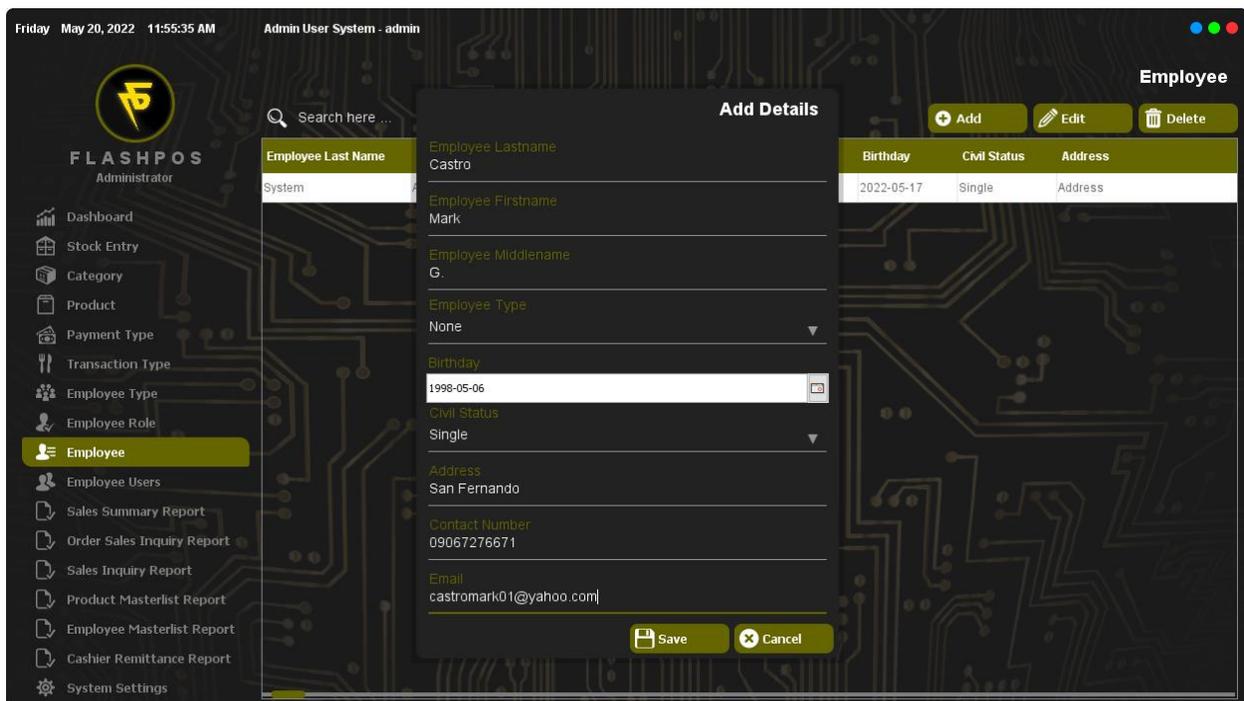
How to use Employee Maintenance?

Adding Employee

Step 1: Click Add Button.



Step 2: Input Employee Information.



Step 3: Click Save.

Step 4: Click OK.

The screenshot shows the FLASHPOS Administrator interface. The top bar displays the date and time (Friday, May 20, 2022, 11:56:22 AM) and the user role (Admin User System - admin). The sidebar on the left contains various navigation options, with 'Employee' highlighted. The main content area shows the 'Employee' management page, which includes a search bar, 'Add', 'Edit', and 'Delete' buttons, and a table of employees.

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address
Castro	Mark	G.	None	1998-05-06	Single	San Fernando

Editing Employee

Step 1: Click the Employee you want to Edit then click Edit Button and input edit details.

The screenshot shows the 'Admin User System - admin' interface. On the left is a sidebar menu with 'Employee' selected. The main area displays the 'Employee' management screen with an 'Edit Details' modal open. The modal contains the following fields:

- Employee Last Name: Castro
- Employee Firstname: Mark
- Employee Middlename: G.
- Employee Type: None
- Birthday: 1998-05-06
- Civil Status: Single
- Address: San Fernando
- Contact Number: 09067276671
- Email: castromark01@gmail.com

Buttons for 'Update' and 'Cancel' are visible at the bottom of the modal. In the background, a table lists employees:

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address
Castro	Mark	G.	None	1998-05-06	Single	San Fernando

Step 2: Click Update.

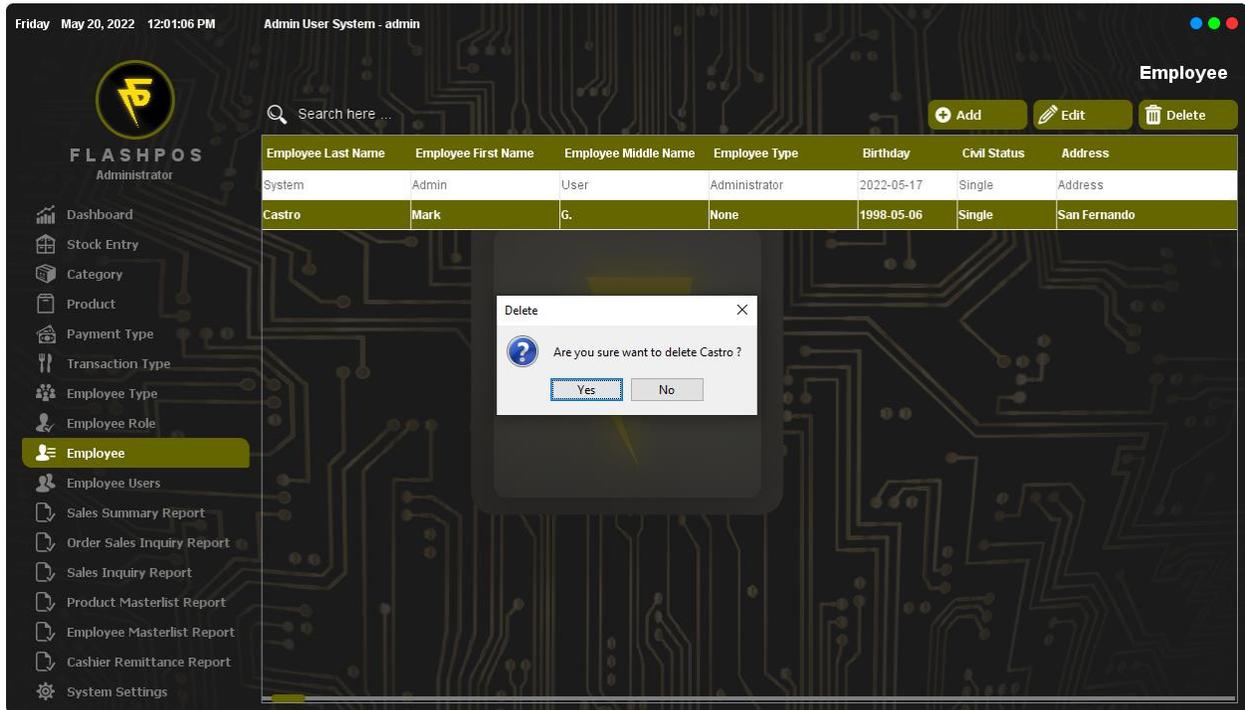
Step 3: Click OK.

The screenshot shows the 'Admin User System - admin' interface after the update. The 'Edit Details' modal is no longer present. The 'Employee' table now displays the updated data:

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address
Castro	Mark	G.	None	1998-05-06	Single	San Fernando

Deleting Employee

Step 1: Click the Employee you want to delete and click Delete Button.



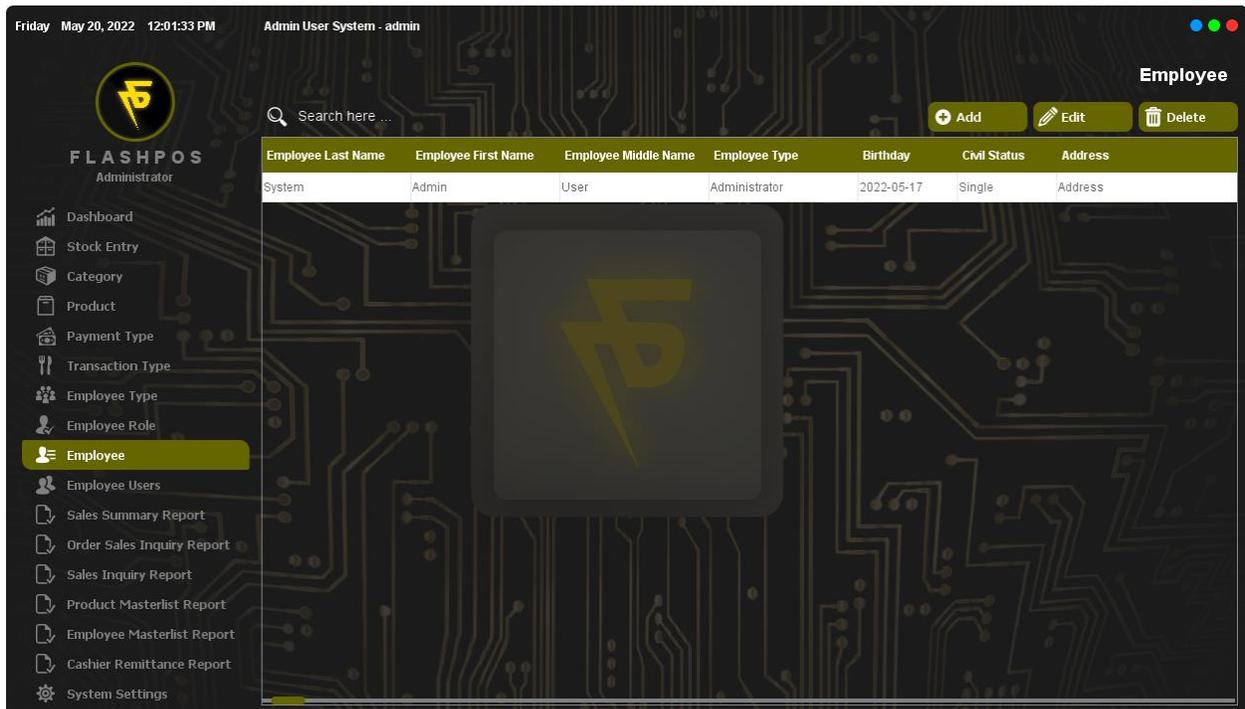
The screenshot shows the 'Employee' management page in the FLASHPOS Admin User System. The page includes a sidebar with navigation options, a search bar, and a table of employees. A modal dialog is open, asking for confirmation to delete the employee 'Castro'.

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address
Castro	Mark	G.	None	1998-05-06	Single	San Fernando

Modal Dialog: Delete
Are you sure want to delete Castro?
Yes No

Step 3: Click Yes.

Step 4: Click OK.



The screenshot shows the 'Employee' management page in the FLASHPOS Admin User System. The modal dialog is closed, and the employee 'Castro' is no longer visible in the table.

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address

Employee Users

How to use Employee Users Maintenance.

Adding Employee User

Step 1: Click an Employee and then click Edit Button.

Friday May 20, 2022 01:33:42 PM Admin User System - admin

FLASHPOS Administrator

Employee Users

Employee Last Name	Employee First Name	Employee Middle Name	Employee Username	Employee Role
System	Admin	User	admin	1
Castro	Mark	G.	Mark	1

Search here ... Edit

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users**
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Step 2: Input Employee's username, password and role.

Friday May 20, 2022 01:34:39 PM Admin User System - admin

FLASHPOS Administrator

Employee Users

Employee Last Name	Edit Details	Employee Role
System		1
Castro		1

Search here ... Edit

Employee Lastname: Castro

Employee Firstname: Mark

Employee Middlename: G.

Employee Username: Mark

Password:

Confirm Password:

Employee Role: Cashier

Update Cancel

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users**
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Step 3: Click Update.

Step 4: Click OK.

The screenshot displays the 'Employee Users' management interface within the FLASHPOS Admin User System. The interface includes a sidebar with navigation options, a search bar, and a table listing user accounts.

System Information: Friday, May 20, 2022, 01:38:53 PM, Admin User System - admin

Navigation Menu: Dashboard, Stock Entry, Category, Product, Payment Type, Transaction Type, Employee Type, Employee Role, Employee, **Employee Users**, Sales Summary Report, Order Sales Inquiry Report, Sales Inquiry Report, Product Masterlist Report, Employee Masterlist Report, Cashier Remittance Report, System Settings.

Employee Users Table:

Employee Last Name	Employee First Name	Employee Middle Name	Employee Username	Employee Role
System	Admin	User	admin	1
Castro	Mark	G.	Mark	2

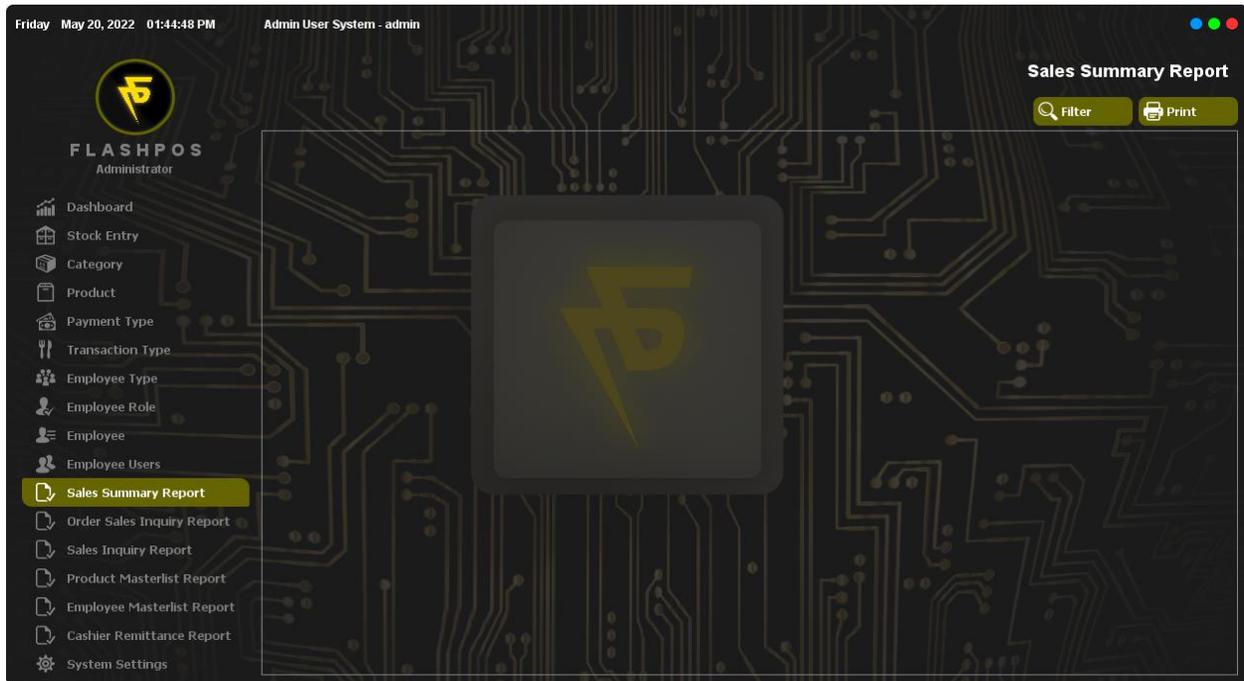
Page Header: Employee Users, Edit

Sales Summary Report

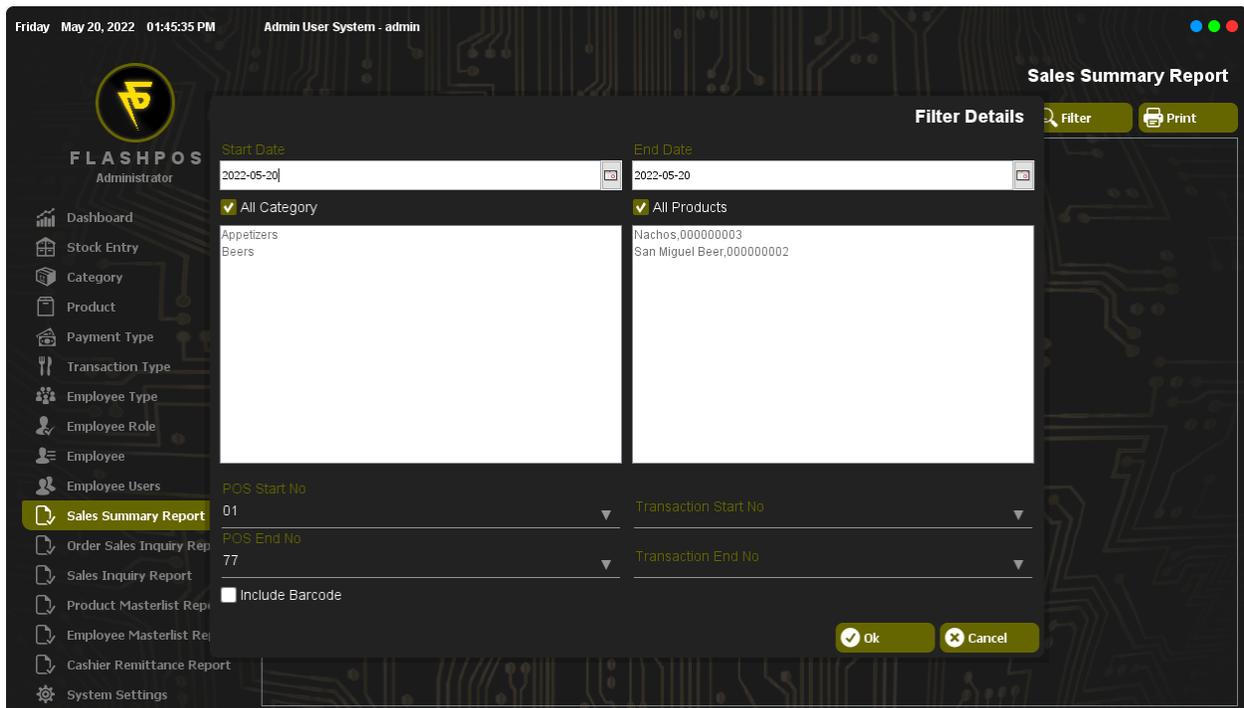
This screen summarizes a business's sales activities.

How to use Sales Summary Report?

Step 1: Click Filter Button.



Step 2: Select Start Date and End Date.



Step 3: Click Ok.

Friday May 20, 2022 01:49:38 PM Admin User System - admin

FLASHPOS
Administrator

Dashboard
Stock Entry
Category
Product
Payment Type
Transaction Type
Employee Type
Employee Role
Employee
Employee Users
Sales Summary Report
Order Sales Inquiry Report
Sales Inquiry Report
Product Masterlist Report
Employee Masterlist Report
Cashier Remittance Report
System Settings

Sales Summary Report
Filter
Print

DESCRIPTION	SOLD QTY	PROD. DISC	AMOUNT
DEMO STORE			
Filter Options:			
Report: Sales Summary Report			
Starting Date: 2022-05-20			
Ending Date: 2022-05-20			
Run-Time: 13:49:33			
Nachos	6	.00	594.00
TOTAL:	6	.00	594.00
TOTAL ORDER DISC.:			.00
TOTAL SALES.:			594.00
DISCOUNT BREAKDOWN:			
No Discounts Found			

Printing

Step 1: Click Print Button.

Friday May 20, 2022 01:51:25 PM Admin User System - admin

FLASHPOS
Administrator

Dashboard
Stock Entry
Category
Product
Payment Type
Transaction Type
Employee Type
Employee Role
Employee
Employee Users
Sales Summary Report
Order Sales Inquiry Report
Sales Inquiry Report
Product Masterlist Report
Employee Masterlist Report
Cashier Remittance Report
System Settings

Sales Summary Report
Filter
Print

DESCRIPTION	SOLD QTY	PROD. DISC	AMOUNT
DEMO STORE			
Filter Options:			
Report: Sales Summary Report			
Starting Date: 2022-05-20			
Ending Date: 2022-05-20			
Run-Time: 13:49:33			
Nachos	6	.00	594.00
TOTAL:	6	.00	594.00
TOTAL ORDER DISC.:			.00
TOTAL SALES.:			594.00
DISCOUNT BREAKDOWN:			
No Discounts Found			

Print Dialog

Printing Report

Orientation:
 Portrait
 Landscape

Copies: 1

Fit to Pages
Horizontal: 1
Vertical: 0

Export to File:
File Type: 1. PDF
File Name: []

Print Preview
Print
Export
Close

Print Preview

Step 1: Click the Print Preview Button.

The screenshot shows a 'Print Preview' window with a toolbar at the top containing 'Print...', 'Page Setup', navigation arrows, 'Page 1 of 1', '100%', and 'Close'. The report content includes:

FLASHPOS-User: admin SALES SUMMARY REPORT May 20, 2022 01:51 PM

DESCRIPTION	SOLD QTY	PROD. DISC	AMOUNT
DEMO STORE			
Filter Options:			
Report: Sales Summary Report			
Starting Date: 2022-05-20			
Ending Date: 2022-05-20			
Run-Time: 13:49:33			
Nachos	6	.00	594.00
TOTAL:	6	.00	594.00
TOTAL ORDER DISC.:			.00
TOTAL SALES.:			594.00
DISCOUNT BREAKDOWN:			
No Discounts Found			

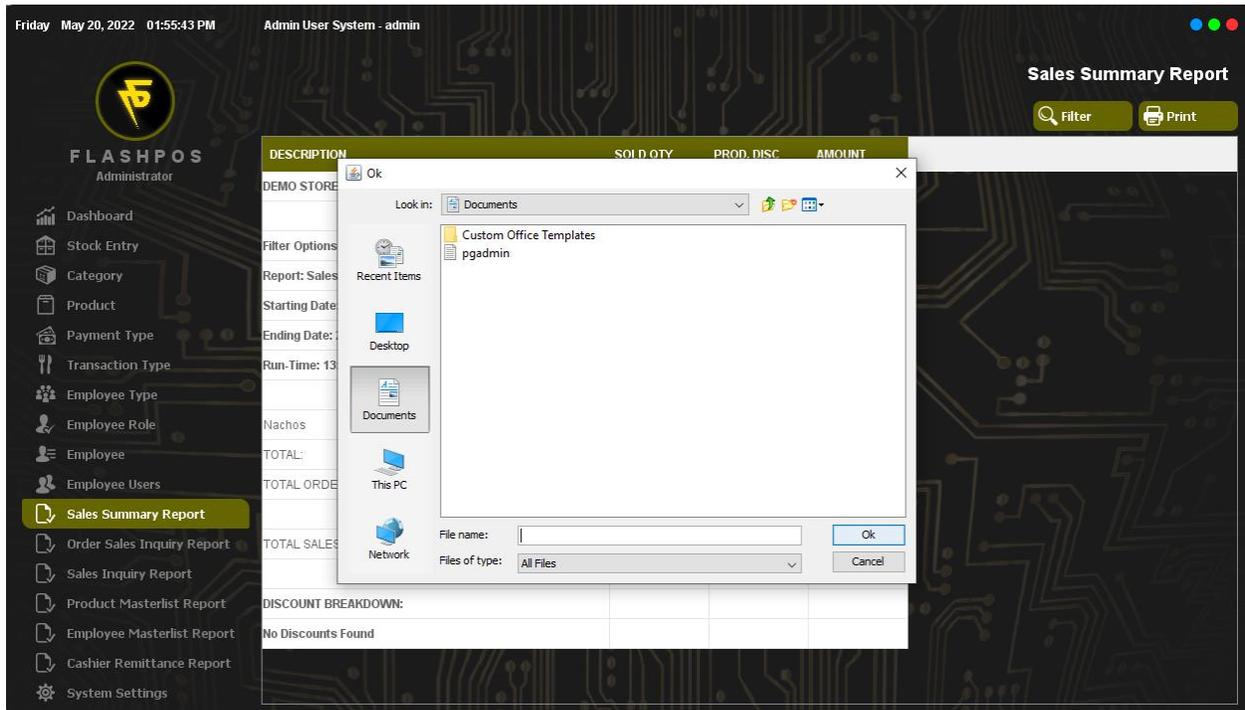
Exporting File

Step 1: Select file type.

The screenshot shows the FLASHPOS Administrator interface. The 'Sales Summary Report' is displayed, and a 'Printing Report' dialog box is open. The dialog box has the following sections:

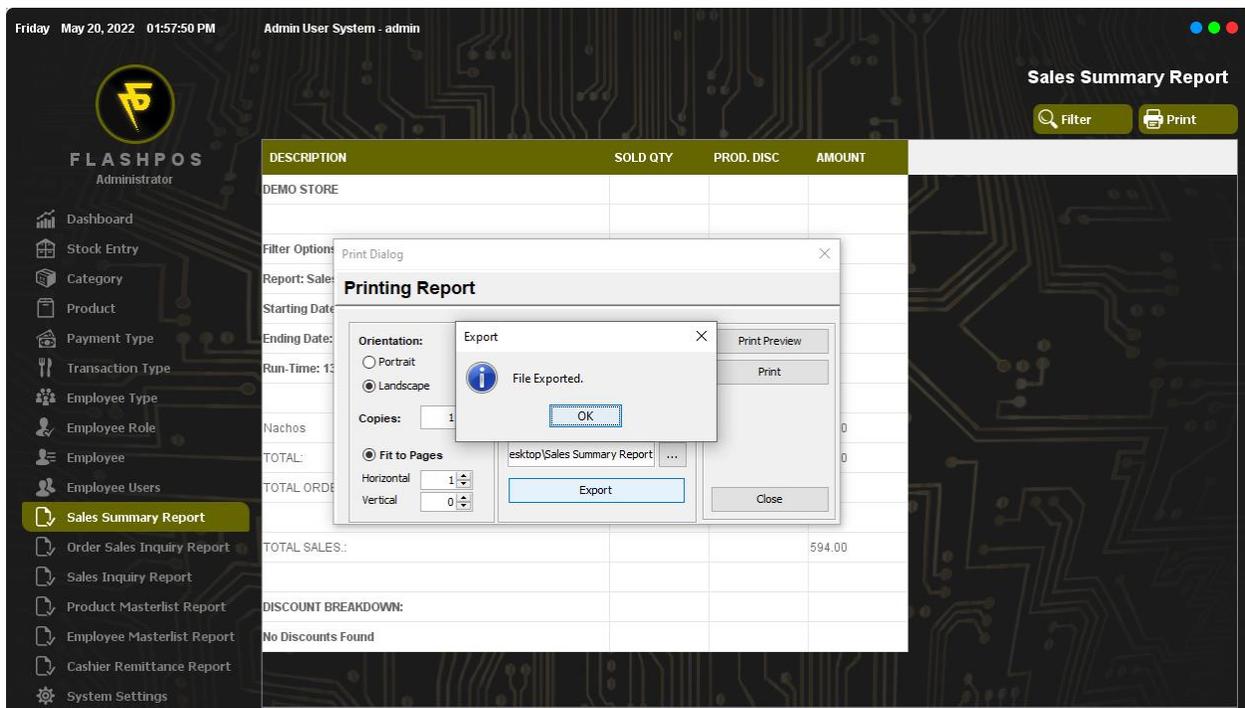
- Orientation:** Portrait, Landscape
- Copies:** 1
- Fit to Pages:** Fit to Pages, Fit to Width, Fit to Height
- Horizontal:** 1
- Vertical:** 0
- Export to File:** File Type: 1. PDF, File Name: []
- Buttons:** Print Preview, Print, Export, Close

Step 2: Click the (...) Button



Step 3: Enter File name and Click OK.

Step 4: Click Export.



Step 5: Click OK.

FLASHPOS-User: admin	SALES SUMMARY REPORT	May 20, 2022 01:57 PM	
DESCRIPTION	SOLD QTY	PROD. DISC	AMOUNT
DEMO STORE			
Filter Options:			
Report: Sales Summary Report			
Starting Date: 2022-05-20			
Ending Date: 2022-05-20			
Run-Time: 13:49:33			
Nachos	6	.00	594.00
TOTAL:	6	.00	594.00
TOTAL ORDER DISC.:			.00

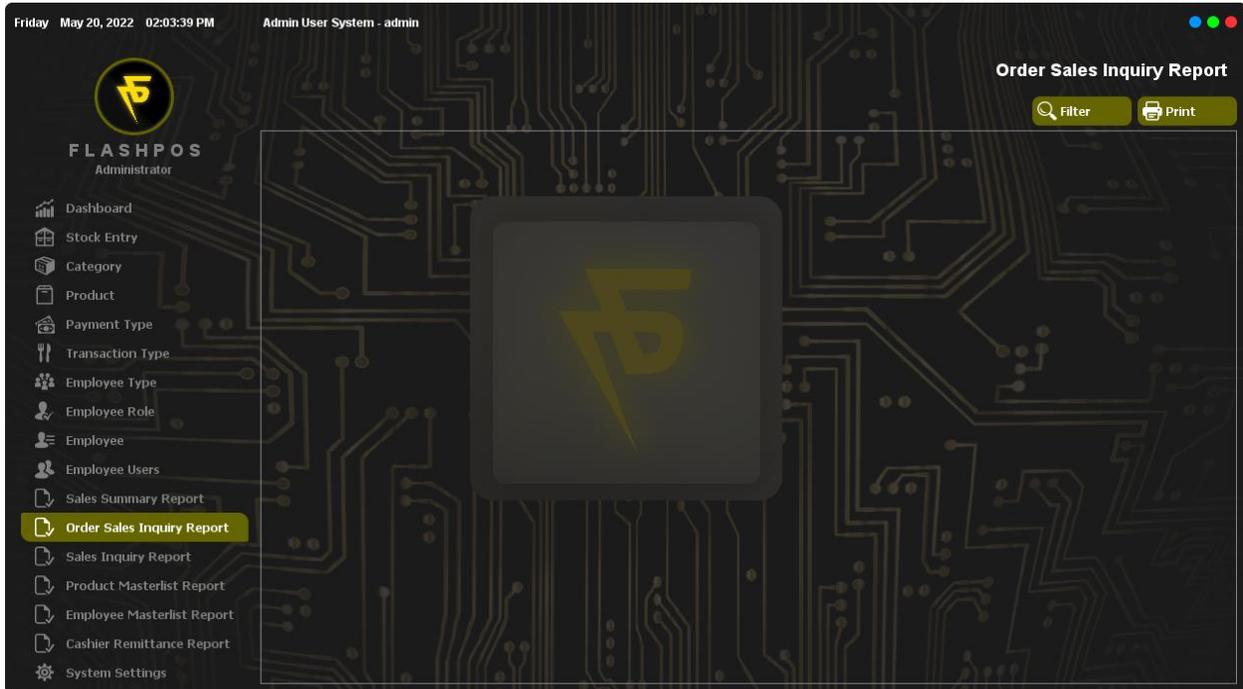
TOTAL SALES.:			594.00
DISCOUNT BREAKDOWN:			
No Discounts Found			

Order Sales Inquiry Report

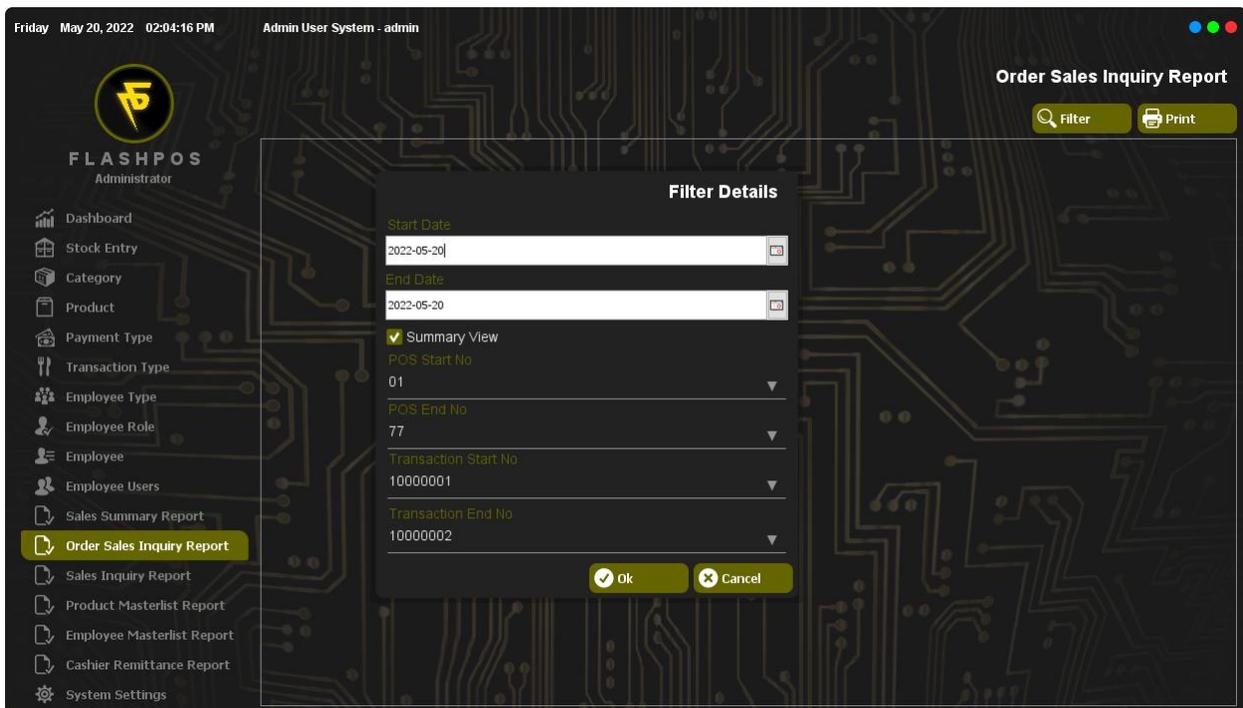
This screen helps you track and review sales transactions.

How to use Order Sales Inquiry Report?

Step 1: Click Filter Button.



Step 2: Select Start Date and End Date.



Step 3: Click Ok.

Friday May 20, 2022 02:05:02 PM Admin User System - admin

FLASHPOS
Administrator

Order Sales Inquiry Report

Filter Print

DESCRIPTION	ITEM DISC	SUBTOTAL
DEMO STORE		
Filter Options:		
Report: Order Sales Inquiry Report		
Starting Date: 2022-05-20		
Ending Date: 2022-05-20		
Run-Time: 14:04:54		
Date: 2022-05-20 Time: 13:48		
User: Mark		
Transaction No: 10000001		
	SubTotal:	297.00
	Amount Due:	297.00
	Change:	3.00
Date: 2022-05-20 Time: 13:48		
User: Mark		
Transaction No: 10000002		

Printing

Step 1: Click Print Button.

Friday May 20, 2022 02:05:54 PM Admin User System - admin

FLASHPOS
Administrator

Order Sales Inquiry Report

Filter Print

DESCRIPTION	ITEM DISC	SUBTOTAL
DEMO STORE		
Filter Options:		
Report: Order Sales Inquiry Report		
Starting Date: 2022-05-20		
Ending Date: 2022-05-20		
Run-Time: 14:04:54		
Date: 2022-05-20 Time: 13:48		
User: Mark		
Transaction No: 10000001		
	Amount Due:	297.00
	Change:	3.00
Date: 2022-05-20 Time: 13:48		
User: Mark		
Transaction No: 10000002		

Print Dialog

Printing Report

Orientation:
 Portrait
 Landscape
 Fit to Pages

Copies: 1

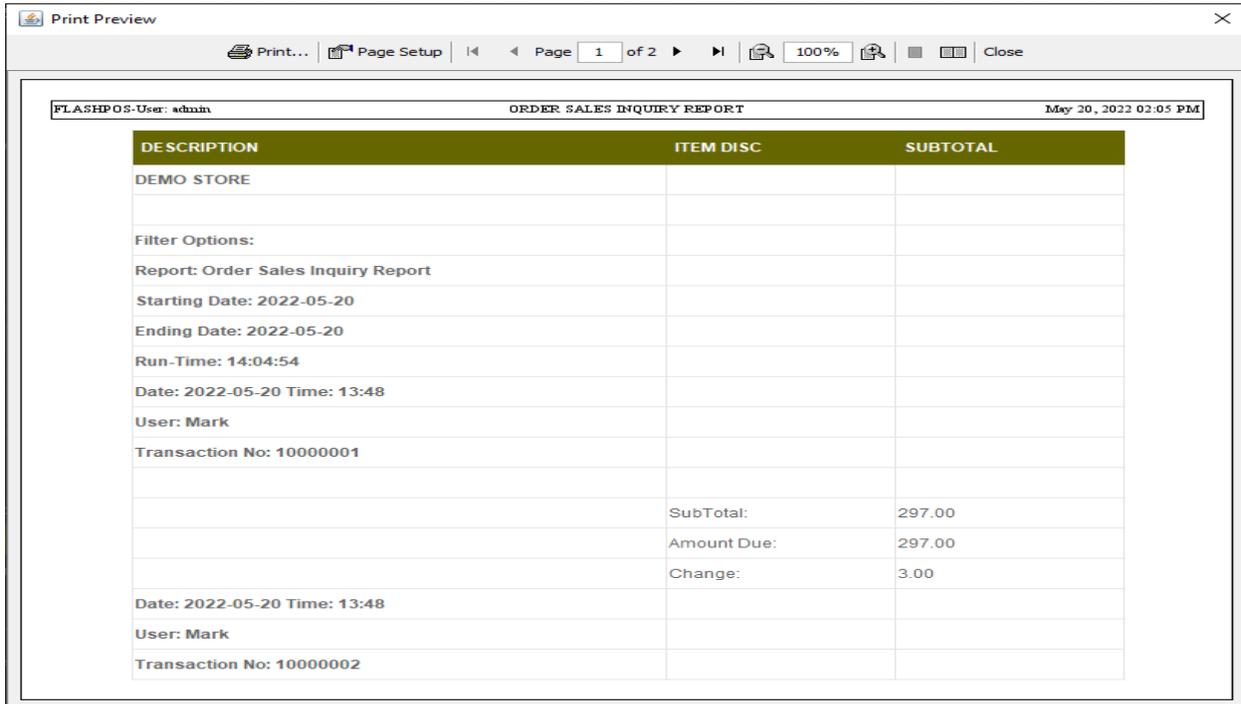
Horizontal: 1
Vertical: 0

Export to File:
File Type: 1. PDF
File Name: []

Print Preview
Print
Export
Close

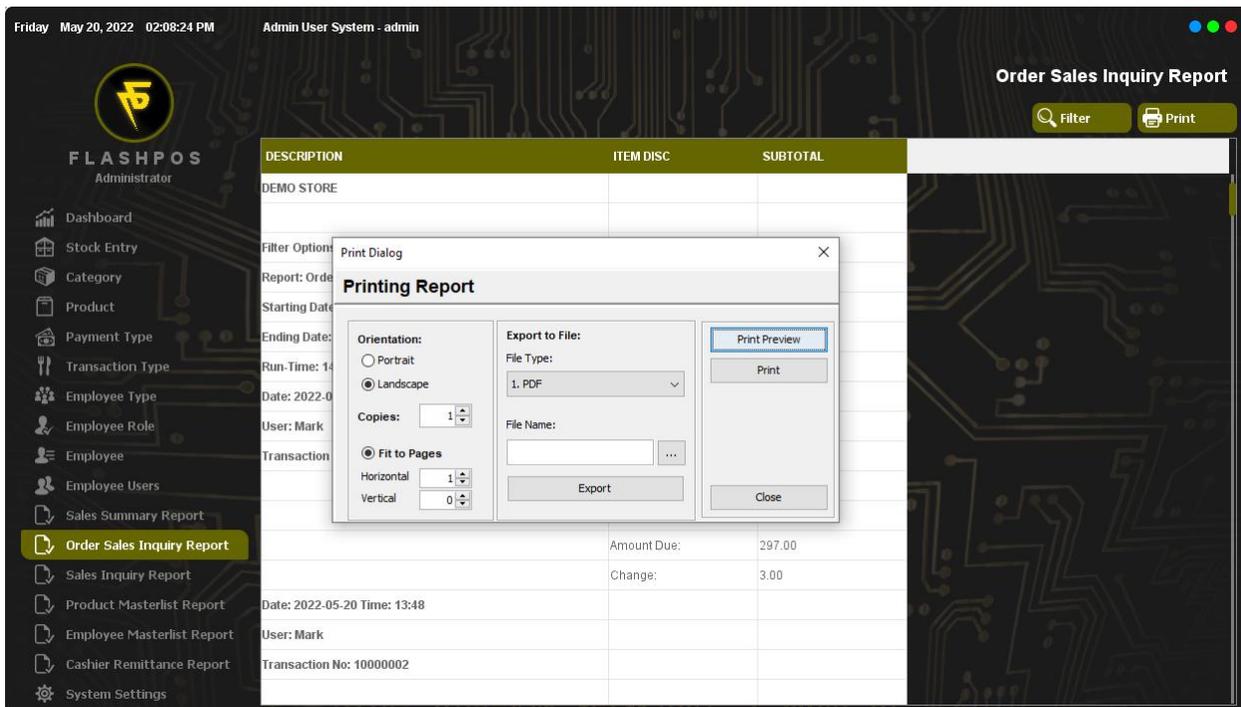
Print Preview

Step 1: Click the Print Review Button.

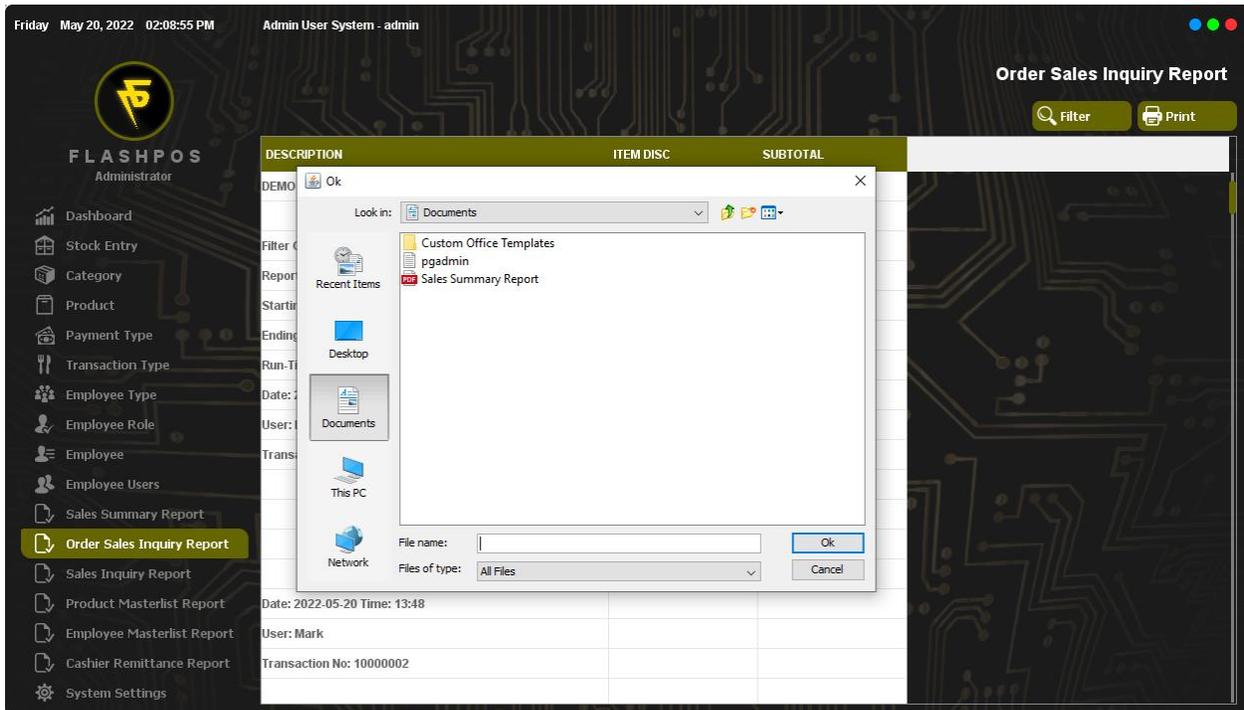


Exporting File

Step 1: Select file type.

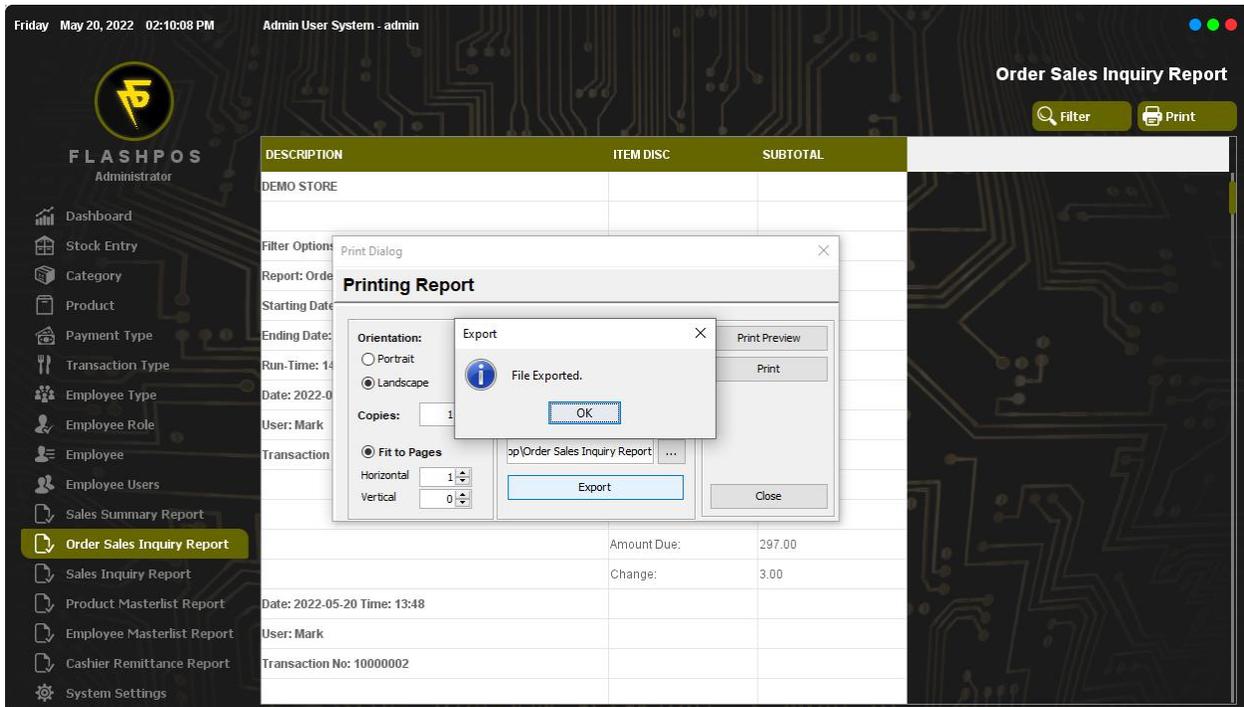


Step 2: Click the (...) Button



Step 3: Enter File name and Click OK.

Step 4: Click Export.



Step 5: Click Ok.

DESCRIPTION	ITEM DISC	SUBTOTAL
DEMO STORE		
Filter Options:		
Report: Order Sales Inquiry Report		
Starting Date: 2022-05-20		
Ending Date: 2022-05-20		
Run-Time: 14:04:54		
Date: 2022-05-20 Time: 13:48		
User: Mark		
Transaction No: 10000001		
	SubTotal:	297.00
	Amount Due:	297.00
	Change:	3.00
Date: 2022-05-20 Time: 13:48		
User: Mark		
Transaction No: 10000002		

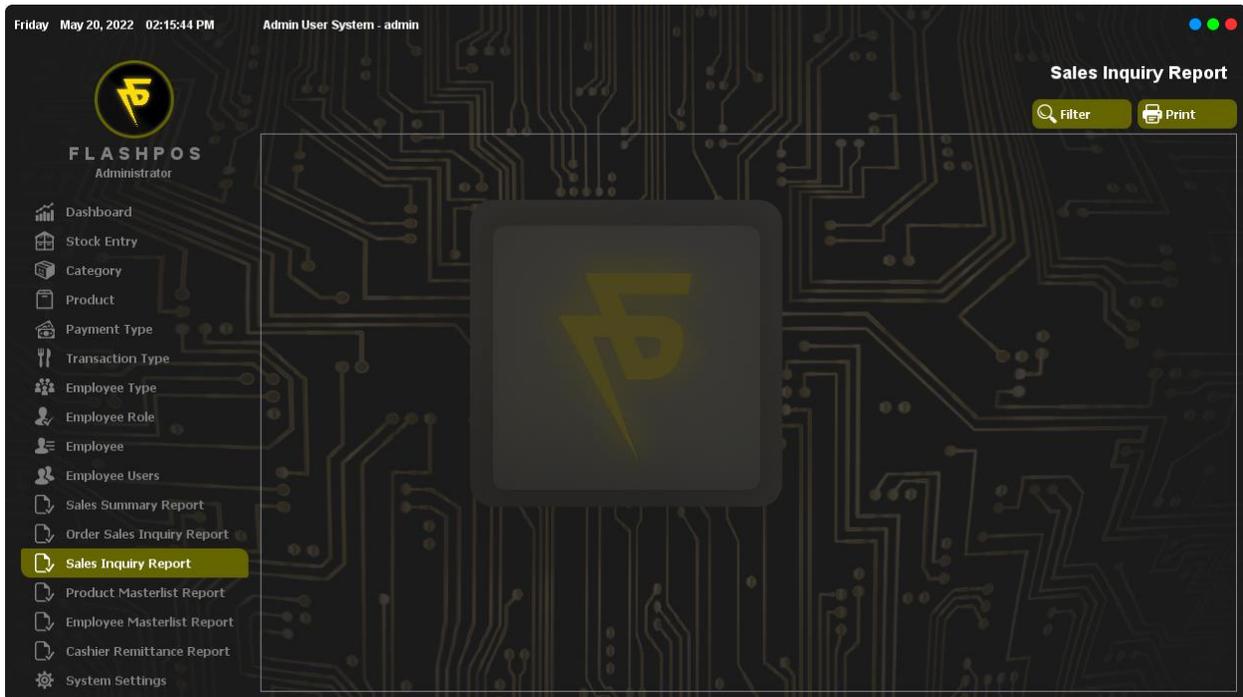
DESCRIPTION	ITEM DISC	SUBTOTAL
	SubTotal:	297.00
	Amount Due:	297.00
	Change:	3.00

Sales Inquiry Report

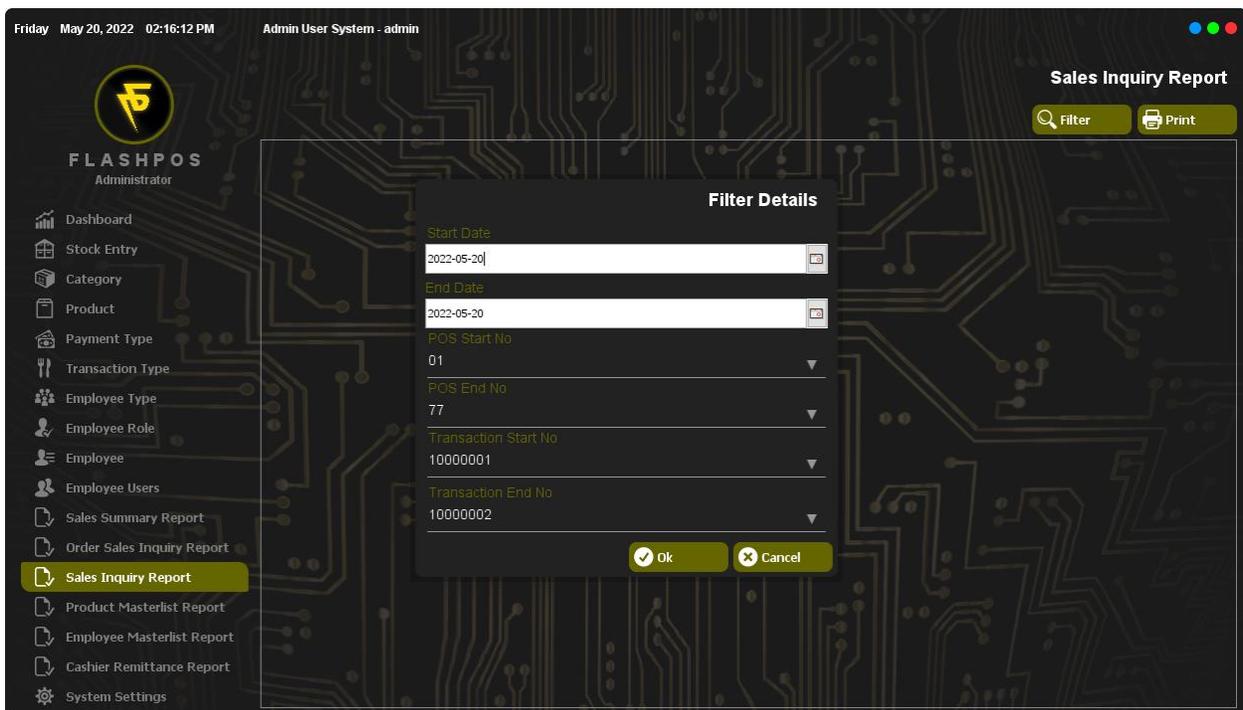
This screen helps you track and review completed sales.

How to use Sales Inquiry Report?

Step 1: Click Filter Button.



Step 2: Select Start Date and End Date.



Step 3: Click Ok.

Friday May 20, 2022 02:17:12 PM Admin User System - admin

FLASHPOS
Administrator

Dashboard
Stock Entry
Category
Product
Payment Type
Transaction Type
Employee Type
Employee Role
Employee
Employee Users
Sales Summary Report
Order Sales Inquiry Report
Sales Inquiry Report
Product Masterlist Report
Employee Masterlist Report
Cashier Remittance Report
System Settings

Sales Inquiry Report Filter Print

DATE	AMOUNT	Prod. DISC	Tran. DISC	NET	RUNNING BALANCE
DEMO STORE					
Filter Options:					
Report: Sales Inquiry Report					
Starting Date: 2022-05-20					
Ending Date: 2022-05-20					
Run-Time: 14:16:48					
2022-05-20	297.00	.00	.00	297.00	297.00
2022-05-20	297.00	.00	.00	297.00	594.00

Printing

Step 1: Click Print Button.

Friday May 20, 2022 02:17:55 PM Admin User System - admin

FLASHPOS
Administrator

Dashboard
Stock Entry
Category
Product
Payment Type
Transaction Type
Employee Type
Employee Role
Employee
Employee Users
Sales Summary Report
Order Sales Inquiry Report
Sales Inquiry Report
Product Masterlist Report
Employee Masterlist Report
Cashier Remittance Report
System Settings

Sales Inquiry Report Filter Print

DATE	AMOUNT	Prod. DISC	Tran. DISC	NET	RUNNING BALANCE
DEMO STORE					
Filter Options:					
Report: Sales Inquiry Report					
Starting Date: 2022-05-20					
Ending Date: 2022-05-20					
Run-Time: 14:16:48					
2022-05-20	297.00	.00	.00	297.00	297.00
2022-05-20	297.00	.00	.00	297.00	594.00

Print Dialog

Printing Report

Orientation:
 Portrait
 Landscape
 Fit to Pages

Copies: 1

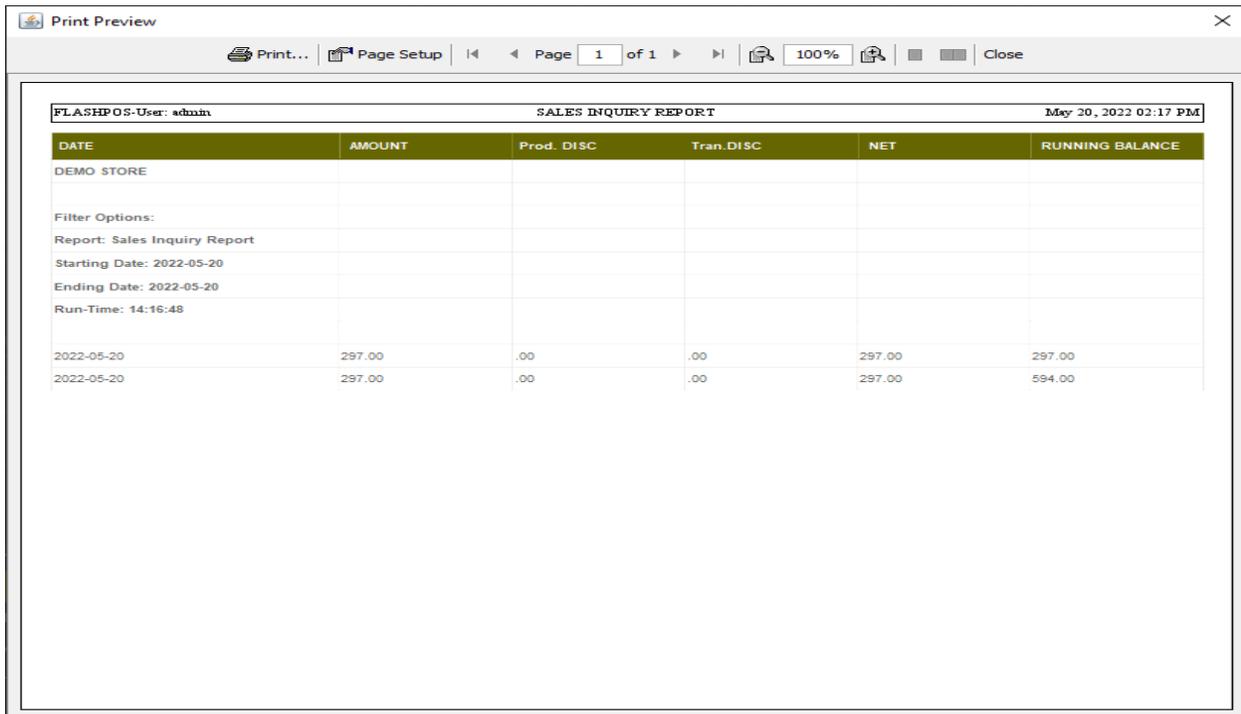
Horizontal: 1
Vertical: 0

Export to File:
File Type: 1. PDF
File Name: []

Print Preview
Print
Export
Close

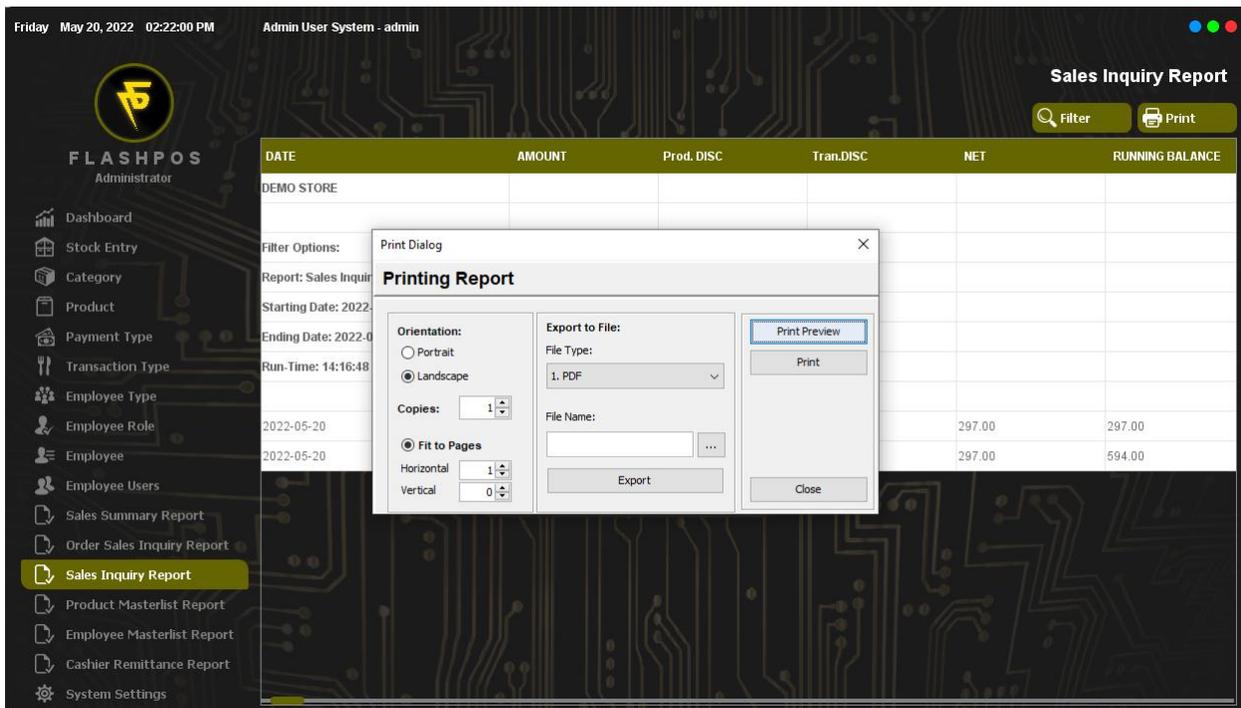
Print Preview

Step 1: Click the Print Review Button.

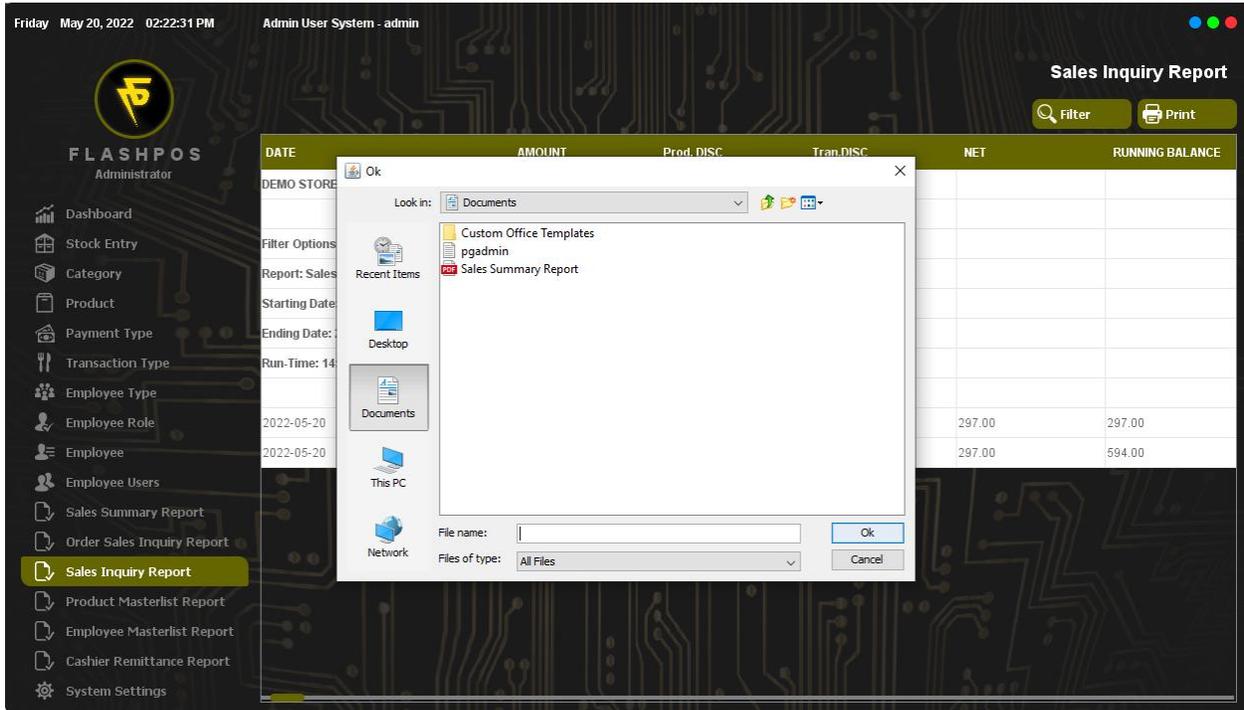


Exporting File

Step 1: Select file type.

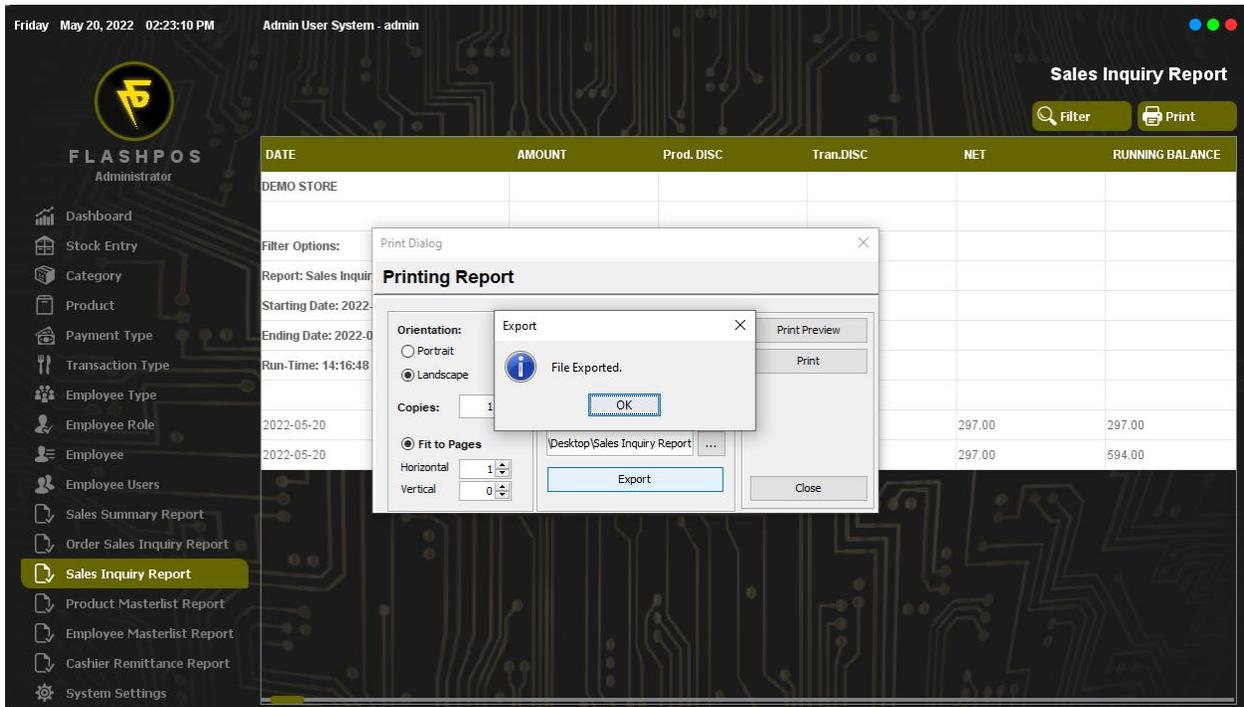


Step 2: Click the (...) Button



Step 3: Enter File name and Click OK.

Step 4: Click Export



Step 5: Click Ok.

FLASHPOS-User: admin		SALES INQUIRY REPORT			May 20, 2022 02:17 PM	
DATE	AMOUNT	Prod. DISC	Tran.DISC	NET	RUNNING BALANCE	
DEMO STORE						
Filter Options:						
Report: Sales Inquiry Report						
Starting Date: 2022-05-20						
Ending Date: 2022-05-20						
Run-Time: 14:16:48						
2022-05-20	297.00	.00	.00	297.00	297.00	
2022-05-20	297.00	.00	.00	297.00	594.00	

Product Masterlist Report

This screen will display all of the products in your database.

Friday May 20, 2022 02:27:20 PM Admin User System - admin

FLASHPOS
Administrator

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report**
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Product Masterlist Report [Print]

Product Code	Barcode	Category	Description	Price	Search Code
000000002		Beers	San Miguel Beer	79	
000000003		Appetizers	Nachos	99	

Printing

Step 1: Click Print Button.

Friday May 20, 2022 02:28:06 PM Admin User System - admin

FLASHPOS
Administrator

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report**
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Product Masterlist Report [Print]

Product Code	Barcode	Category	Description	Price	Search Code
000000002		Beers	San Miguel Beer	79	
000000003		Appetizers	Nachos	99	

Print Dialog

Printing Report

Orientation:
 Portrait
 Landscape

Copies: 1

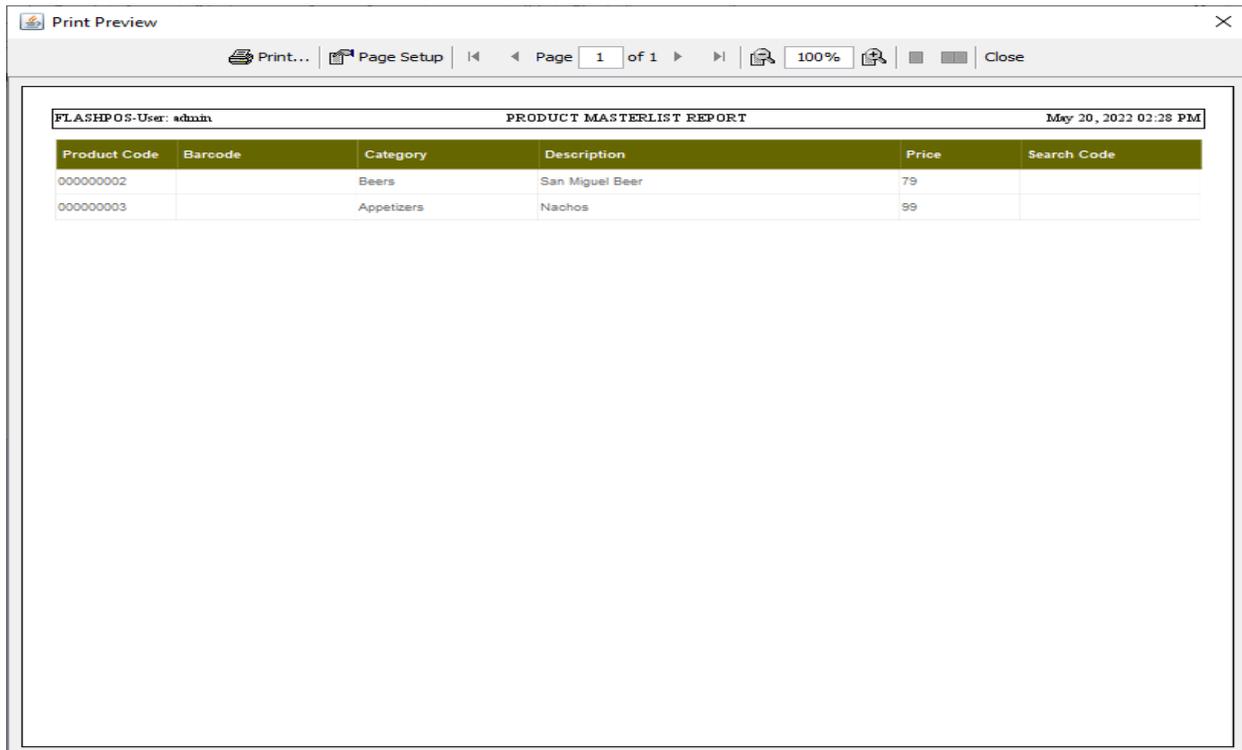
Fit to Pages
Horizontal: 1
Vertical: 0

Export to File:
File Type: 1. PDF
File Name: []

Print Preview
Print
Export
Close

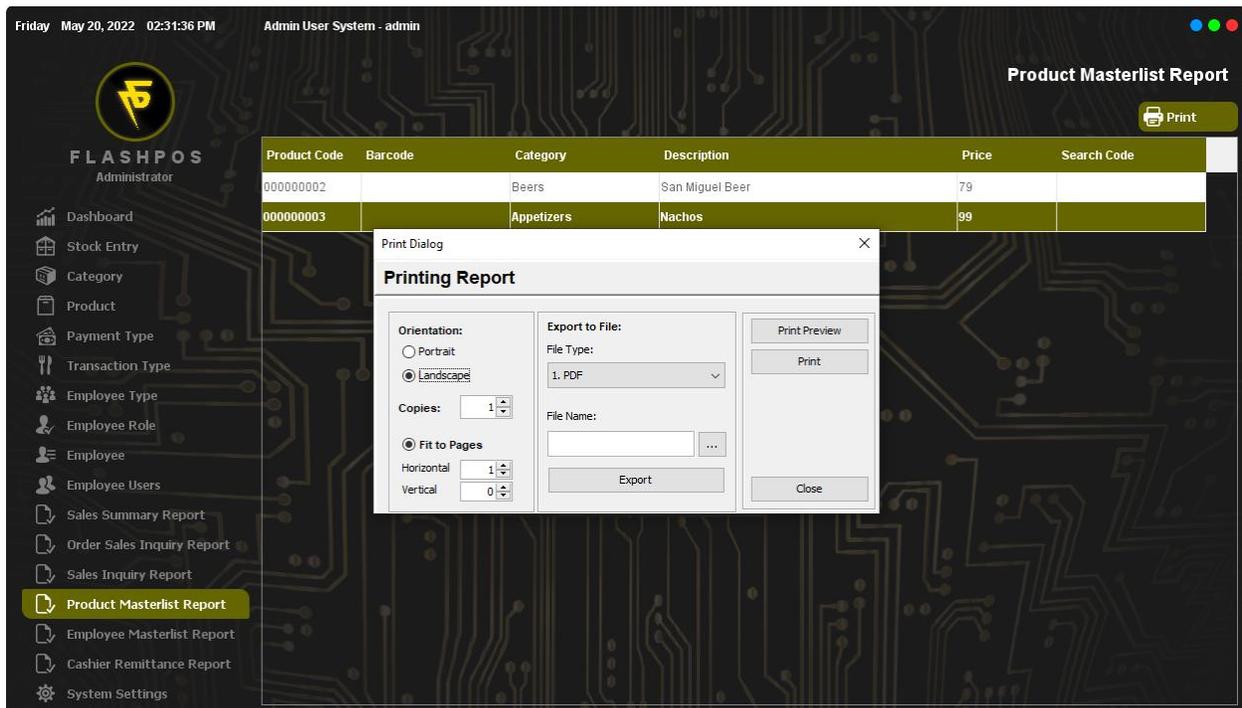
Print Preview

Step 1: Click the Print Review Button.

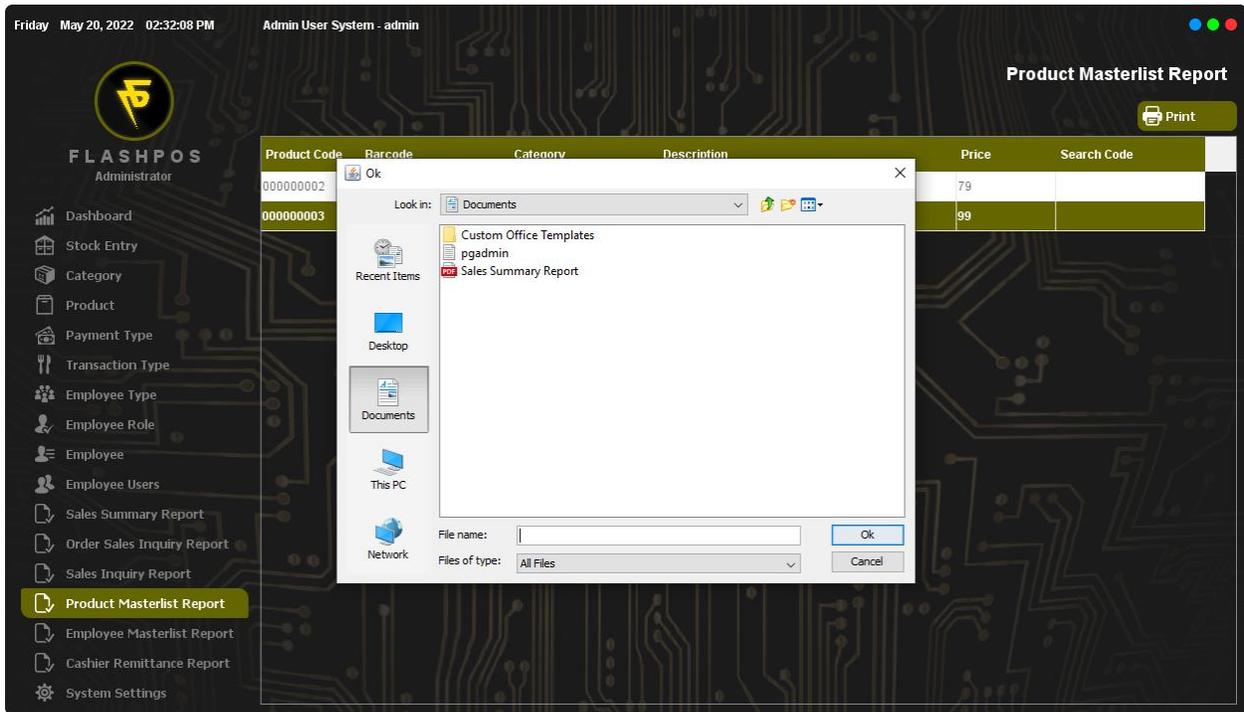


Exporting File

Step 1: Select file type.

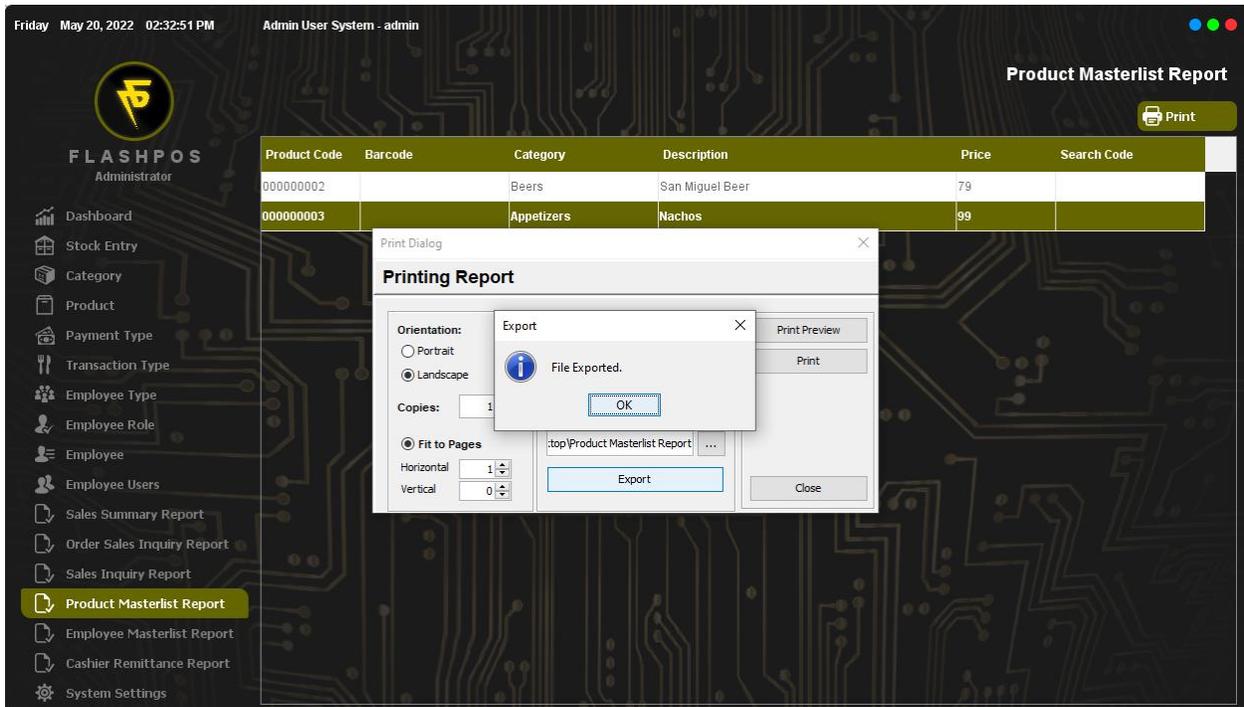


Step 2: Click the (...) Button



Step 3: Enter File name and Click OK.

Step 4: Click Export



Step 5: Click Ok.

Product Code	Barcode	Category	Description	Price	Search Code
000000002		Beers	San Miguel Beer	79	
000000003		Appetizers	Nachos	99	

Employee Masterlist Report

This screen will display all of the Employees and their information.

Friday May 20, 2022 02:35:47 PM Admin User System - admin

FLASHPOS
Administrator

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report**
- Cashier Remittance Report
- System Settings

Employee Masterlist Report Print

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address
Castro	Mark	G.	None	1998-05-06	Single	San Fernando

Printing

Step 1: Click Print Button.

Friday May 20, 2022 02:36:24 PM Admin User System - admin

FLASHPOS
Administrator

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report**
- Cashier Remittance Report
- System Settings

Employee Masterlist Report Print

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address
System	Admin	User	Administrator	2022-05-17	Single	Address
Castro	Mark	G.	None	1998-05-06	Single	San Fernando

Print Dialog

Printing Report

Orientation:
 Portrait
 Landscape

Copies: 1

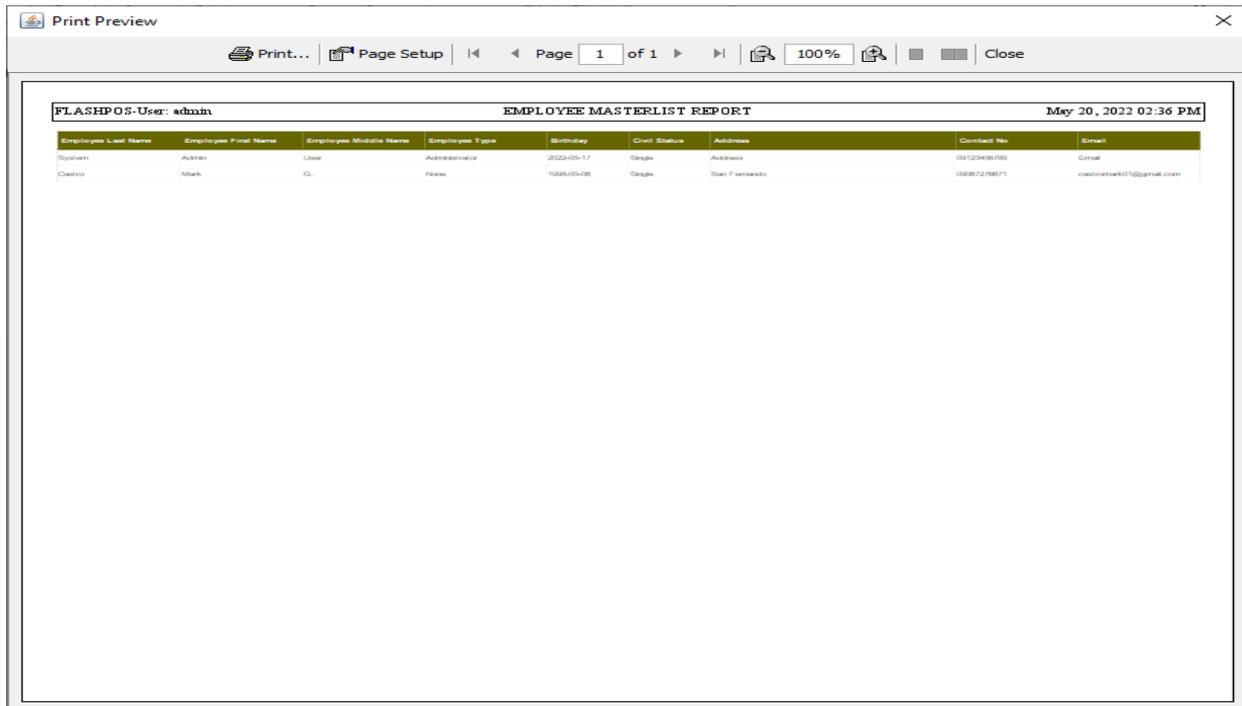
Fit to Pages
Horizontal: 1
Vertical: 0

Export to File:
File Type: 1. PDF
File Name:

Print Preview
Print
Export
Close

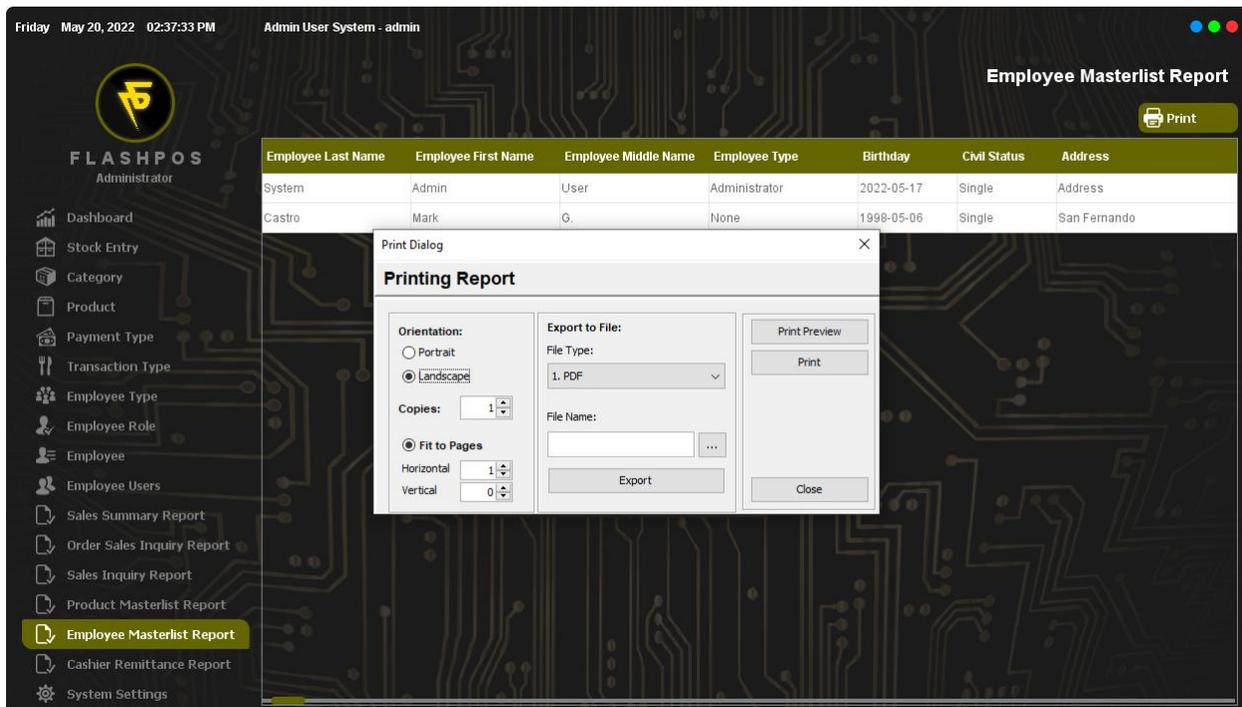
Print Preview

Step 1: Click the Print Review Button.

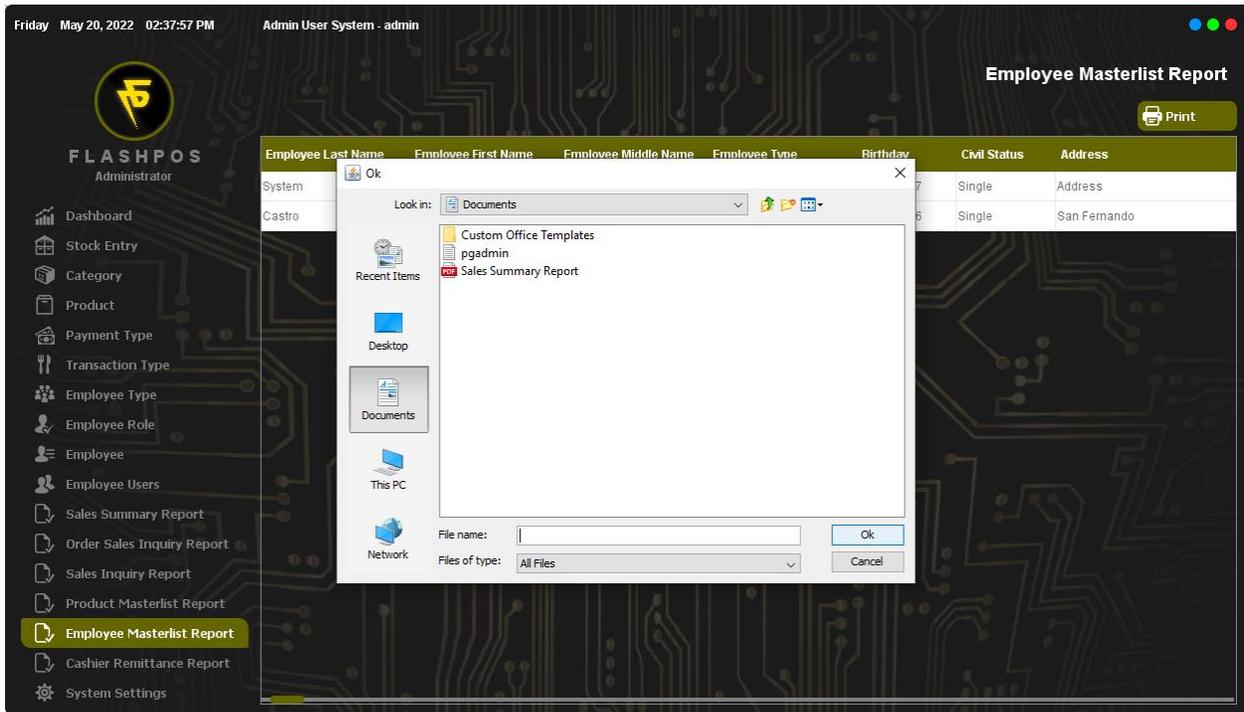


Exporting File

Step 1: Select file type.

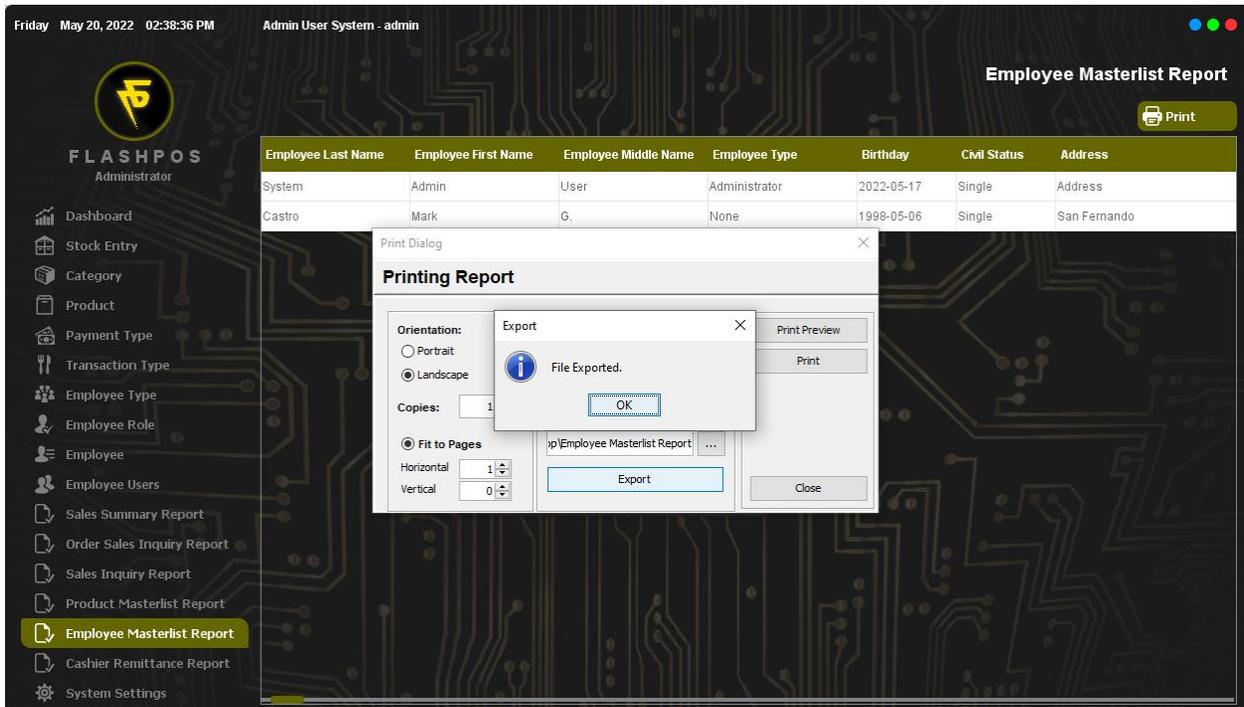


Step 2: Click the (...) Button



Step 3: Enter File name and Click OK.

Step 4: Click Export



Step 5: Click Ok.

Employee Last Name	Employee First Name	Employee Middle Name	Employee Type	Birthday	Civil Status	Address	Contact No	Email
System	Admin	User	Administrator	2022-05-17	Single	Address	09123456789	Email
Castro	Mark	G.	None	1998-05-06	Single	San Fernando	09067276671	castromark01@gmail.com

Rectangular Snip

Remittance Entry

This screen will help you track and review the Remittance Report from the Cashier.

How to use Remittance Entry?

The screenshot shows the 'Cashier Remittance Report' interface. The top bar displays the date 'Friday May 20, 2022 02:44:58 PM' and the user 'Admin User System - admin'. The left sidebar contains the 'FLASHPOS Administrator' logo and a menu with 'Cashier Remittance Report' highlighted. The main area features a date selector set to '2022-05-20' and a 'Total Remittance 0.00' indicator. A table with three columns: Denomination, Quantity, and Subtotal, is shown with all values at 0.00. 'Load' and 'Save' buttons are visible in the top right.

Denomination	Quantity	Subtotal
1,000.00	0.00	0.00
500.00	0.00	0.00
200.00	0.00	0.00
100.00	0.00	0.00
50.00	0.00	0.00
20.00	0.00	0.00
10.00	0.00	0.00
5.00	0.00	0.00
1.00	0.00	0.00
0.25	0.00	0.00
0.10	0.00	0.00
0.05	0.00	0.00

Load

Step 1: Choose specified date and click the Load Button.

The screenshot shows the 'Cashier Remittance Report' interface after clicking the 'Load' button. The date selector remains '2022-05-20' and the 'Total Remittance 0.00' indicator is present. The table now contains data for various denominations. 'Load' and 'Save' buttons are visible in the top right.

Denomination	Quantity	Subtotal
1,000.00	0.00	
1,000.00	5.00	
500.00	0.00	
500.00	6.00	
200.00	0.00	
200.00	4.00	
100.00	0.00	
100.00	8.00	
50.00	5.00	
50.00	0.00	
20.00	0.00	
20.00	20.00	

Edit

Step 1: Double Click the Denomination you want to edit.

Friday May 20, 2022 02:55:45 PM Admin User System - admin

FLASHPOS Administrator

2022-05-20 Total Remittance 10,512.50

Load Save

Denomination	Quantity	Subtotal
1,000.00	5.00	
1,000.00	5.00	
500.00	6.00	
500.00	6.00	
200.00	4.00	
200.00	4.00	
100.00	8.00	
100.00	8.00	
50.00	5.00	
50.00	5.00	
20.00	20.00	
20.00	20.00	

Step 2: Input the Quantity.

Friday May 20, 2022 02:56:19 PM Admin User System - admin

FLASHPOS Administrator

2022-05-20 Total Remittance 10,512.50

Load Save

Denomination	Quantity	Subtotal
1,000.00	5.00	
1,000.00	5.00	
500.00	6.00	
500.00	6.00	
200.00	4.00	
200.00	4.00	
100.00	8.00	
100.00	8.00	
50.00	5.00	
50.00	5.00	
20.00	20.00	
20.00	20.00	

Add Details

Quantity
10

Ok Cancel

Step 3: Click Ok.

Friday May 20, 2022 02:56:42 PM Admin User System - admin

FLASHPOS Administrator

2022-05-20 Total Remittance 25,500.00

Load Save

Denomination	Quantity	Subtotal
1,000.00	10	10,000.00
1,000.00	5.00	5,000.00
500.00	6.00	3,000.00
500.00	6.00	3,000.00
200.00	4.00	800.00
200.00	4.00	800.00
100.00	8.00	800.00
100.00	8.00	800.00
50.00	5.00	250.00
50.00	5.00	250.00
20.00	20.00	400.00
20.00	20.00	400.00

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

Save

Step 1: Click Save Button.

Friday May 20, 2022 02:58:35 PM Admin User System - admin

FLASHPOS Administrator

2022-05-20 Total Remittance 0.00

Load Save

Denomination	Quantity	Subtotal
1,000.00	5.00	
1,000.00	5.00	
500.00	6.00	
500.00	6.00	
200.00	4.00	
200.00	4.00	
100.00	8.00	
100.00	8.00	
50.00	5.00	
50.00	5.00	
20.00	20.00	
20.00	20.00	

Message

Remittance Dated May 20, 2022 Successfully Saved.

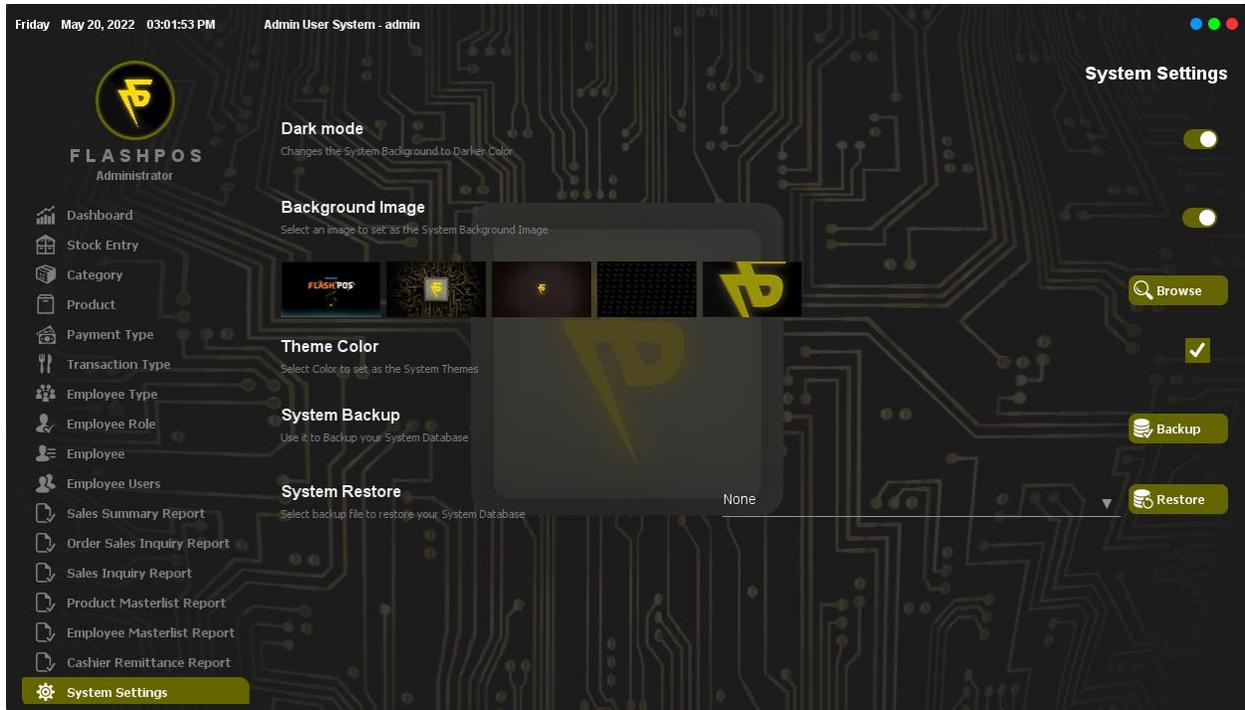
OK

- Dashboard
- Stock Entry
- Category
- Product
- Payment Type
- Transaction Type
- Employee Type
- Employee Role
- Employee
- Employee Users
- Sales Summary Report
- Order Sales Inquiry Report
- Sales Inquiry Report
- Product Masterlist Report
- Employee Masterlist Report
- Cashier Remittance Report
- System Settings

System Settings

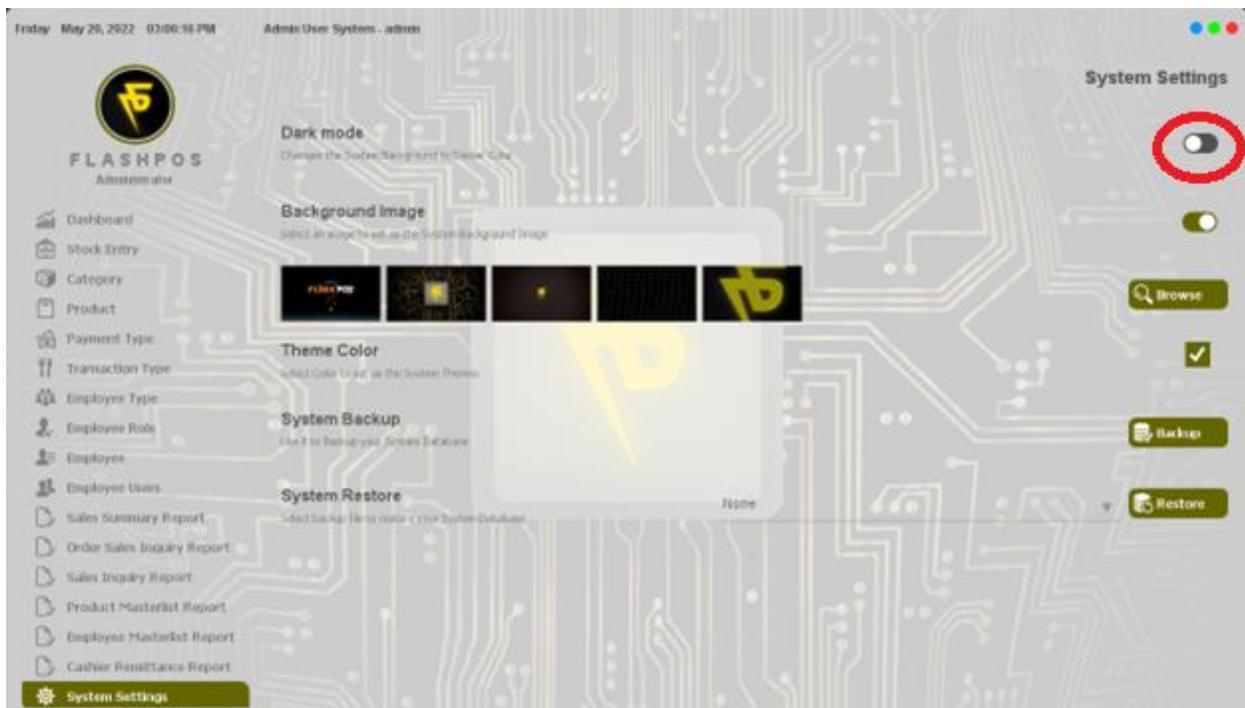
A software control panel that enables the user to configure the appearance or actions in the System.

How to use System Settings?



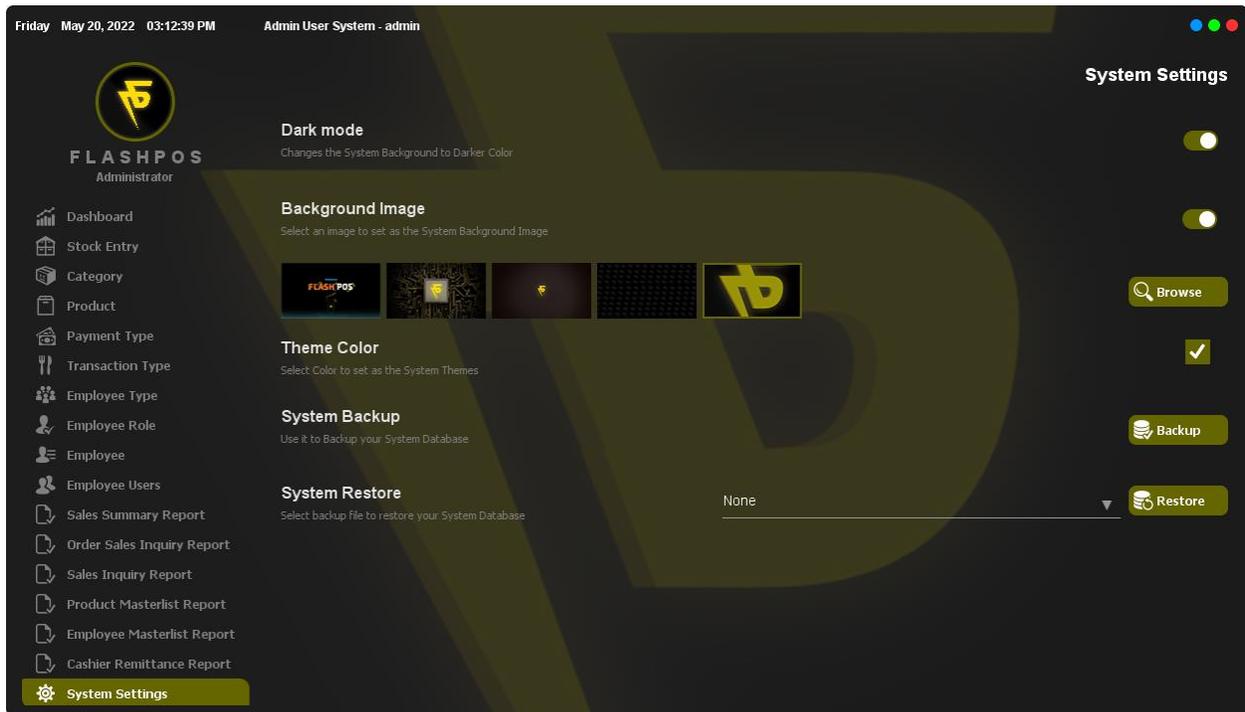
Dark Mode

Step 1: Toggle the Dark Mode button to turn it off or on.



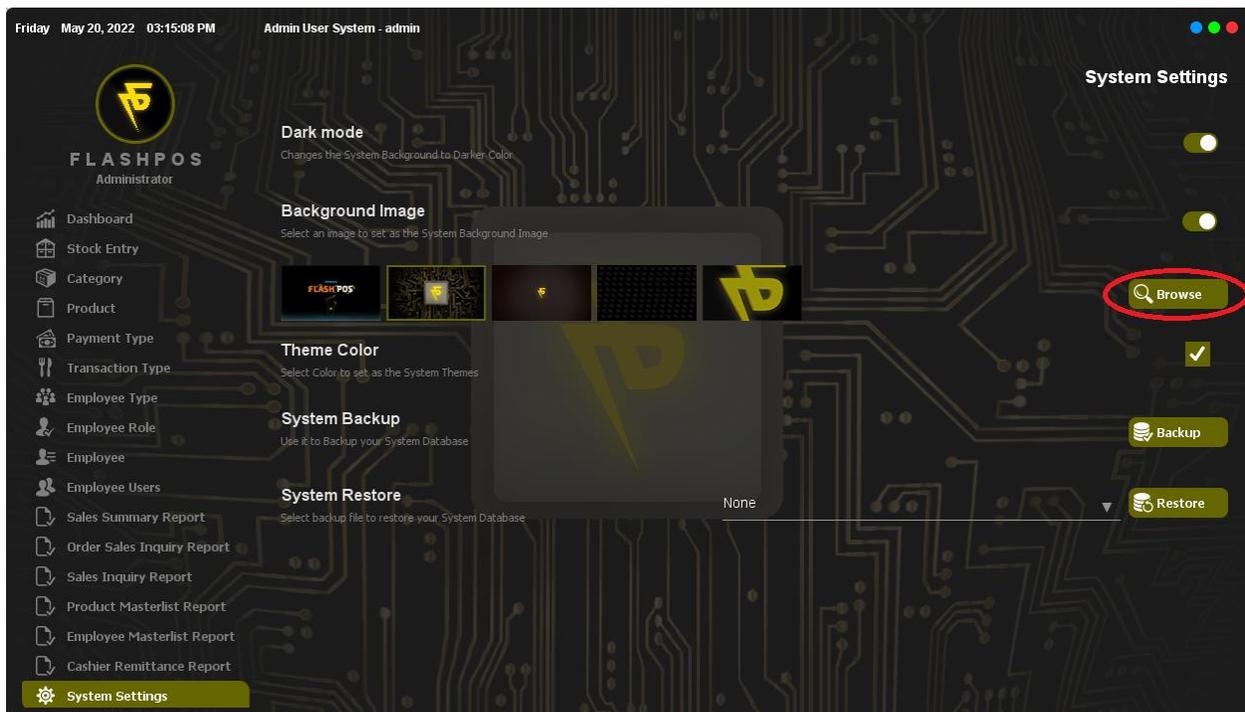
Background Image

Step 1: Choose background image in the list.

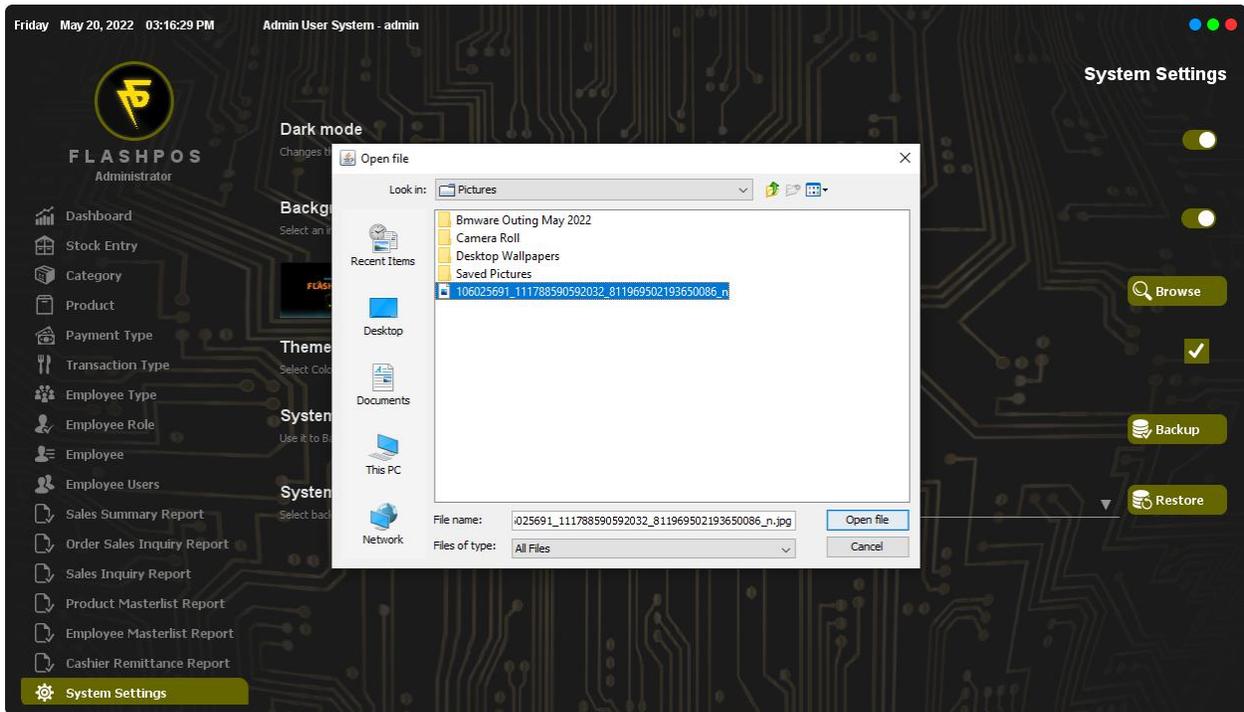


Browse Background Image

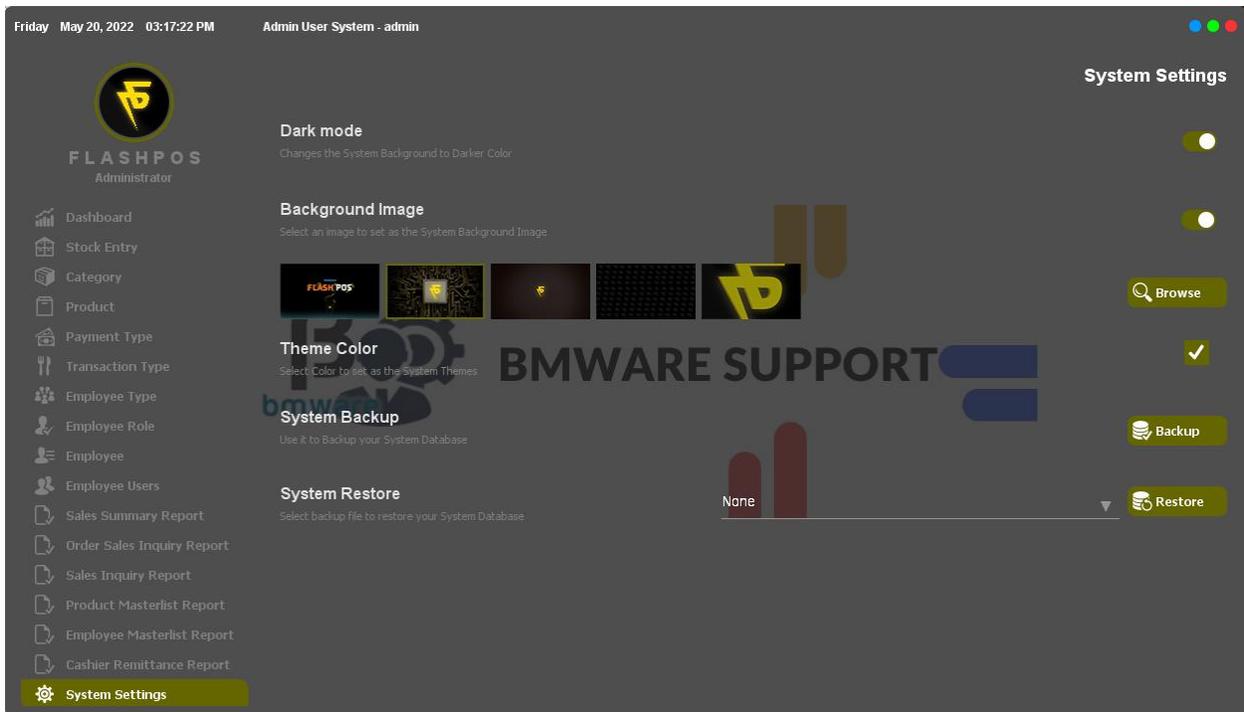
Step 1: Click Browse Button.



Step 2: Locate and choose desired file.

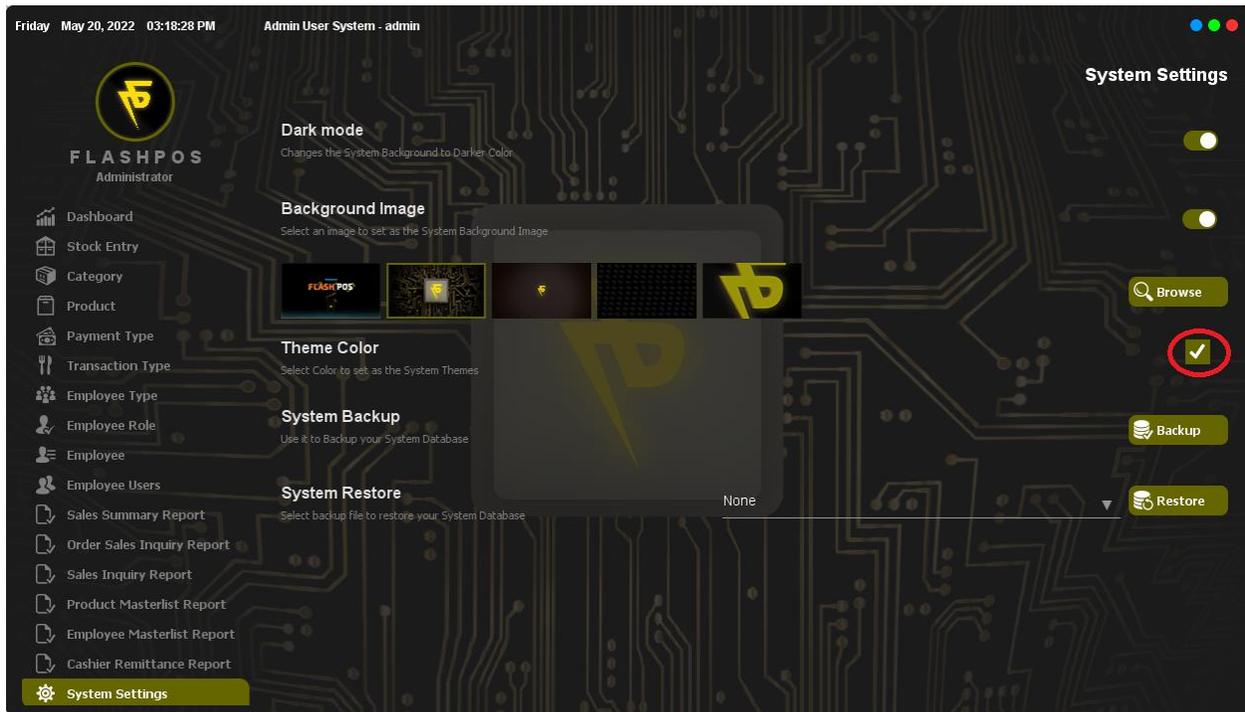


Step 3: Click Open File.

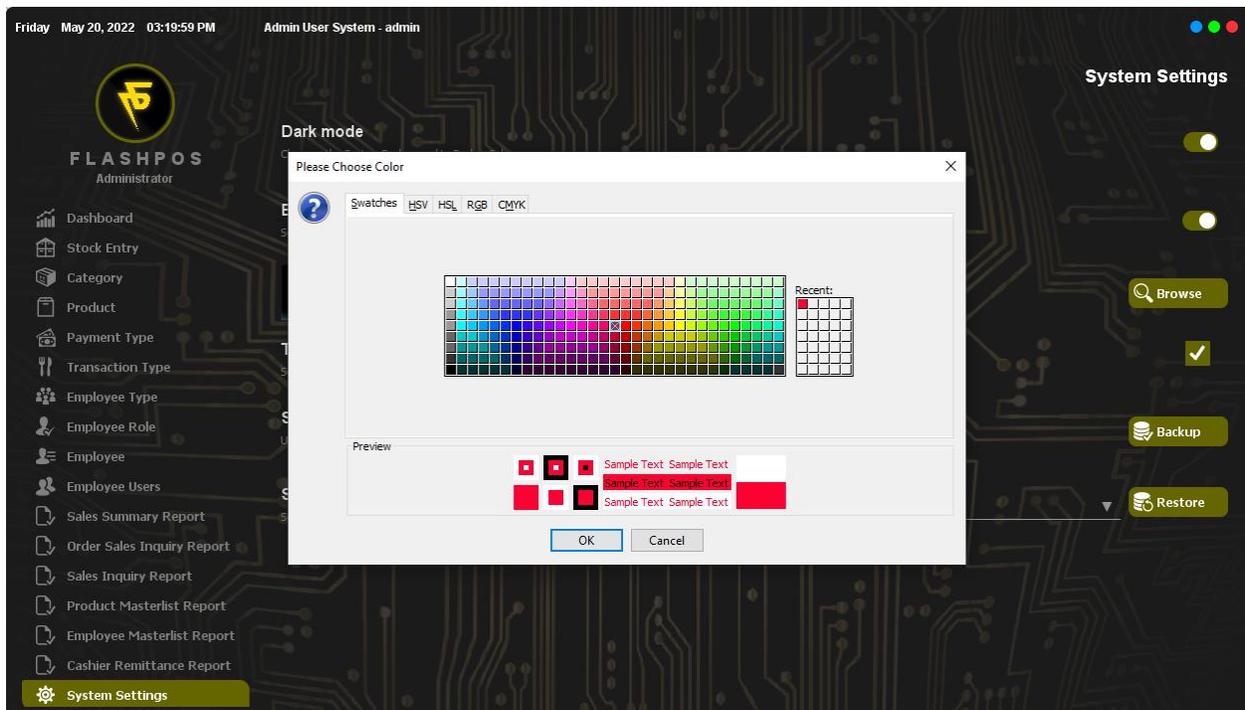


Theme Color

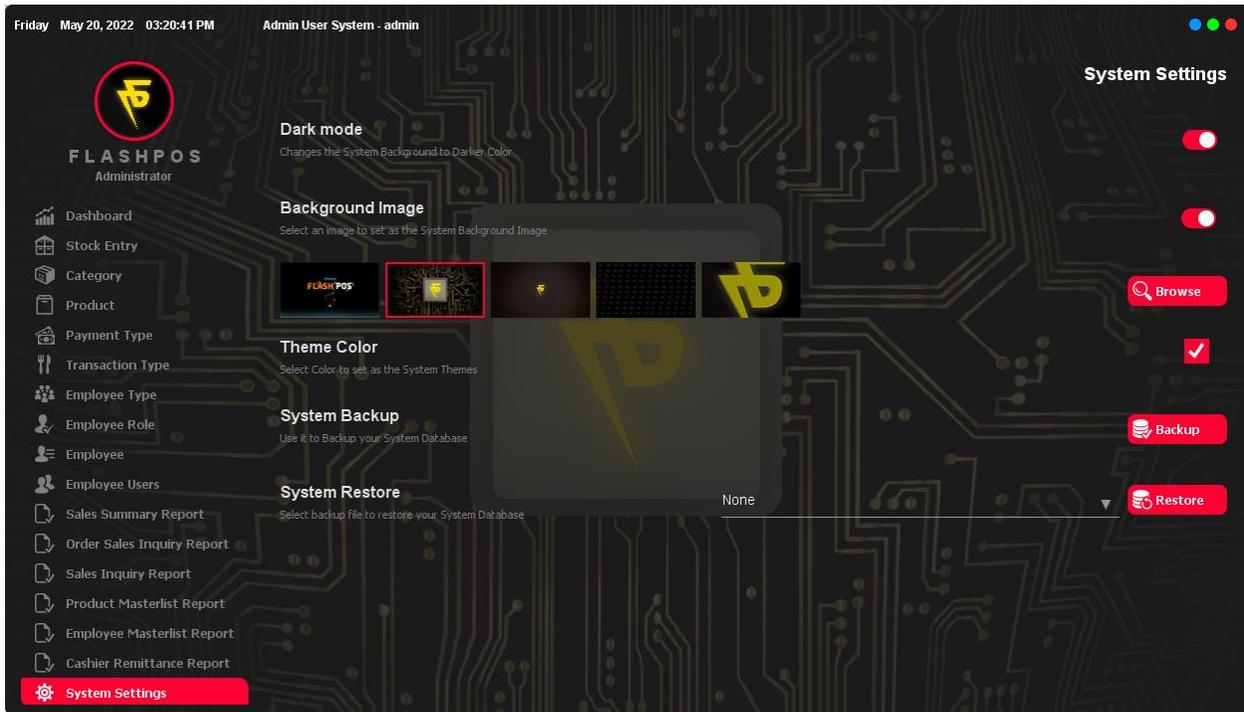
Step 1: Click the check button.



Step 2: Choose desired theme color.

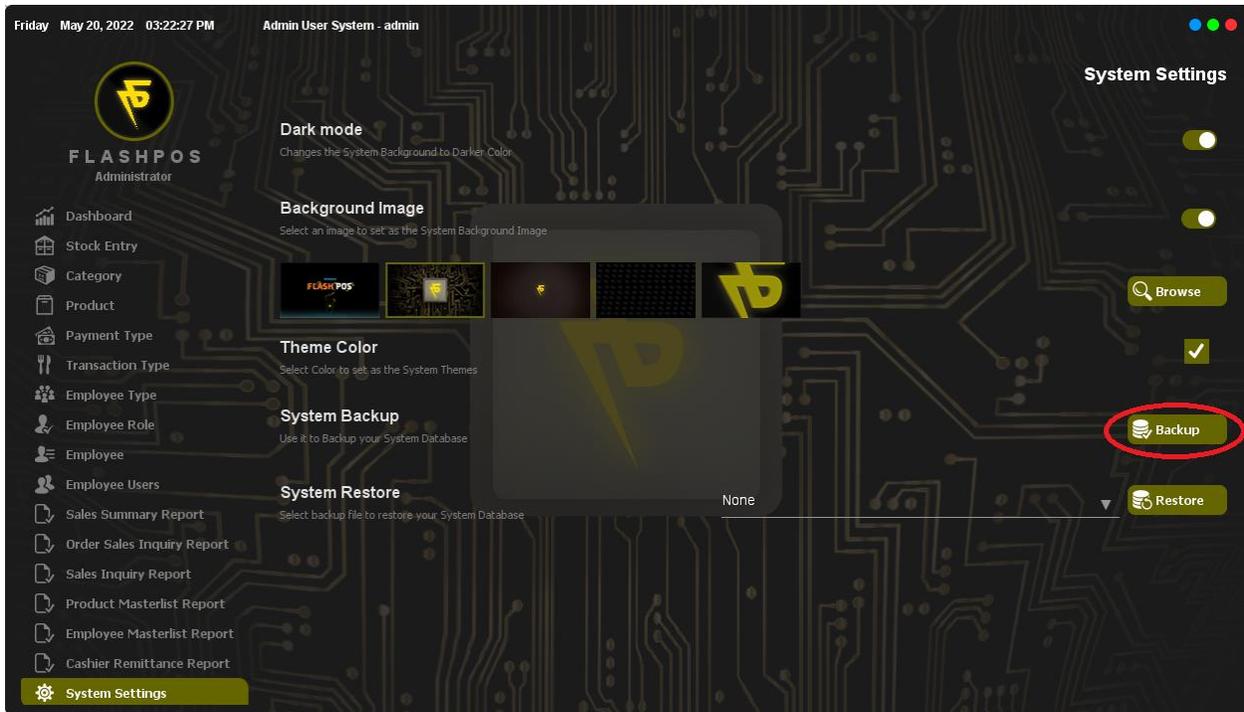


Step 3: Click Ok.

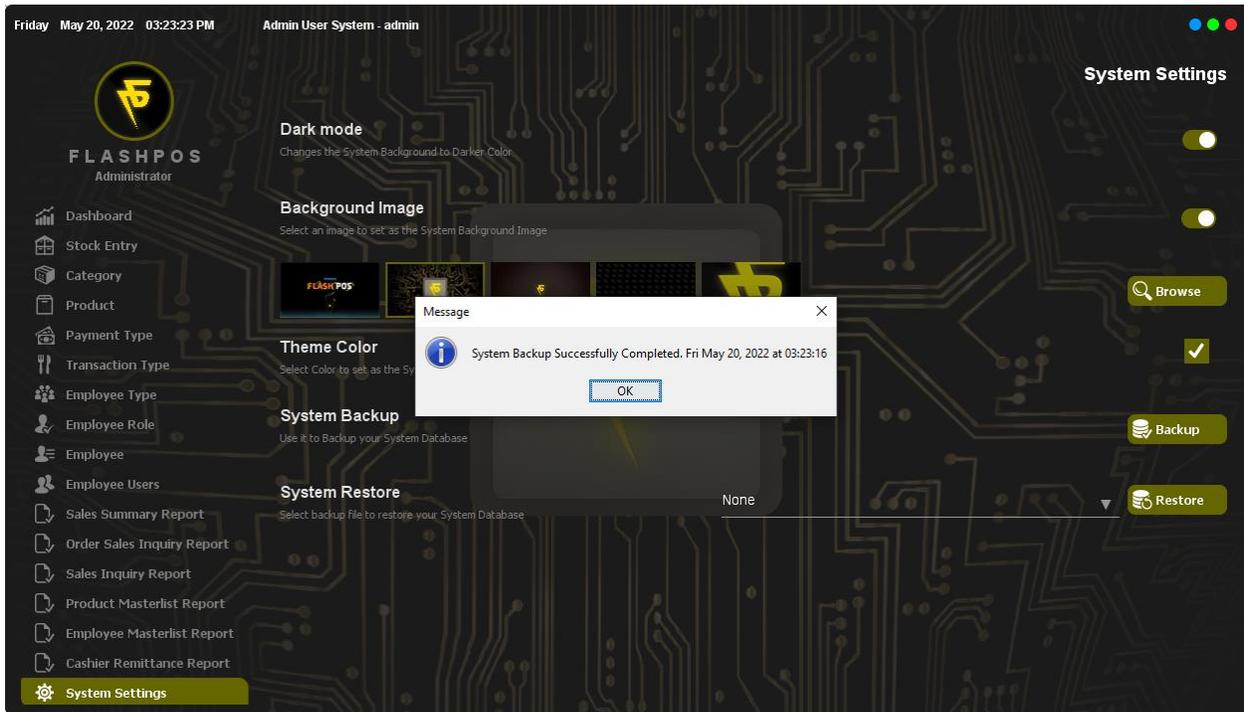


System Backup

Step 1: Click Backup Button.

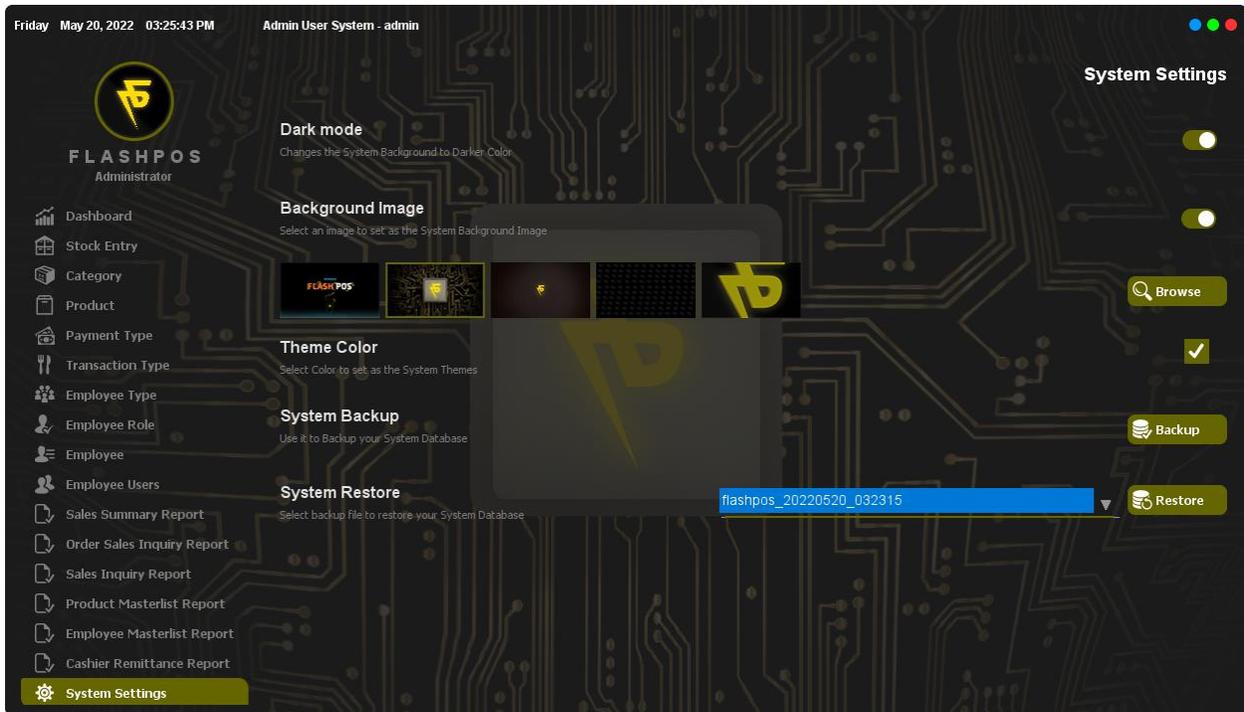


Step 2: Click Ok.

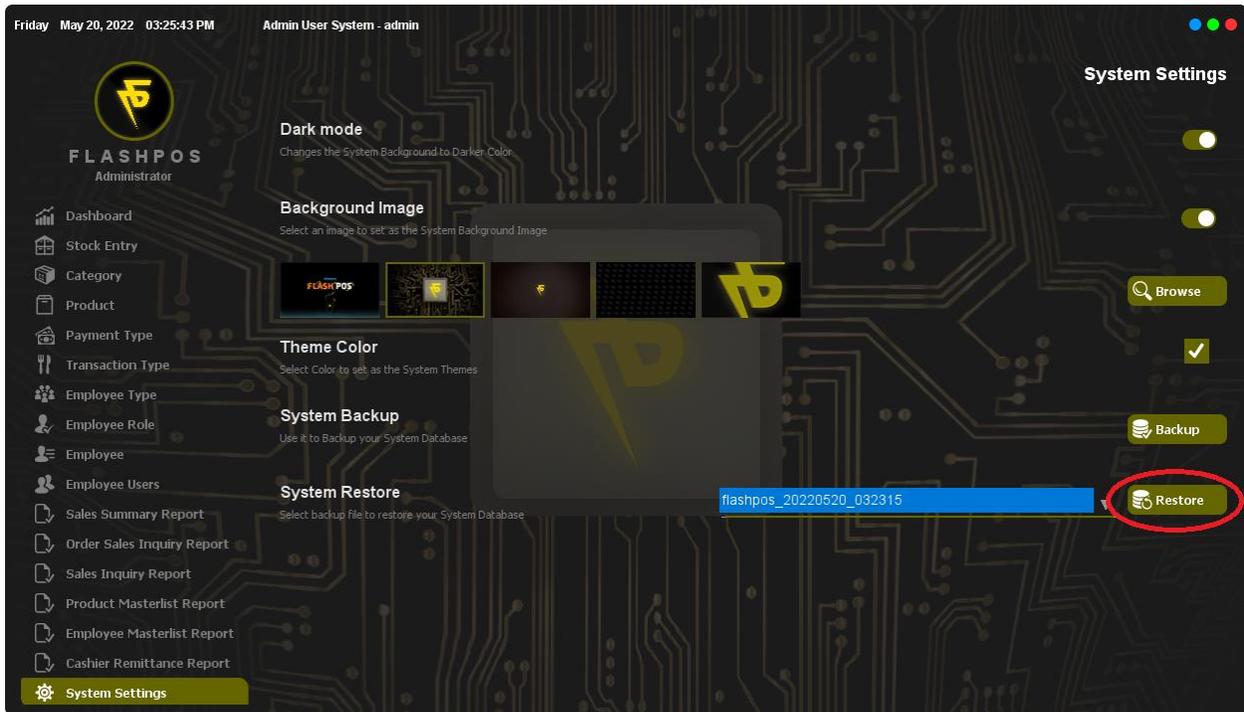


System Restore

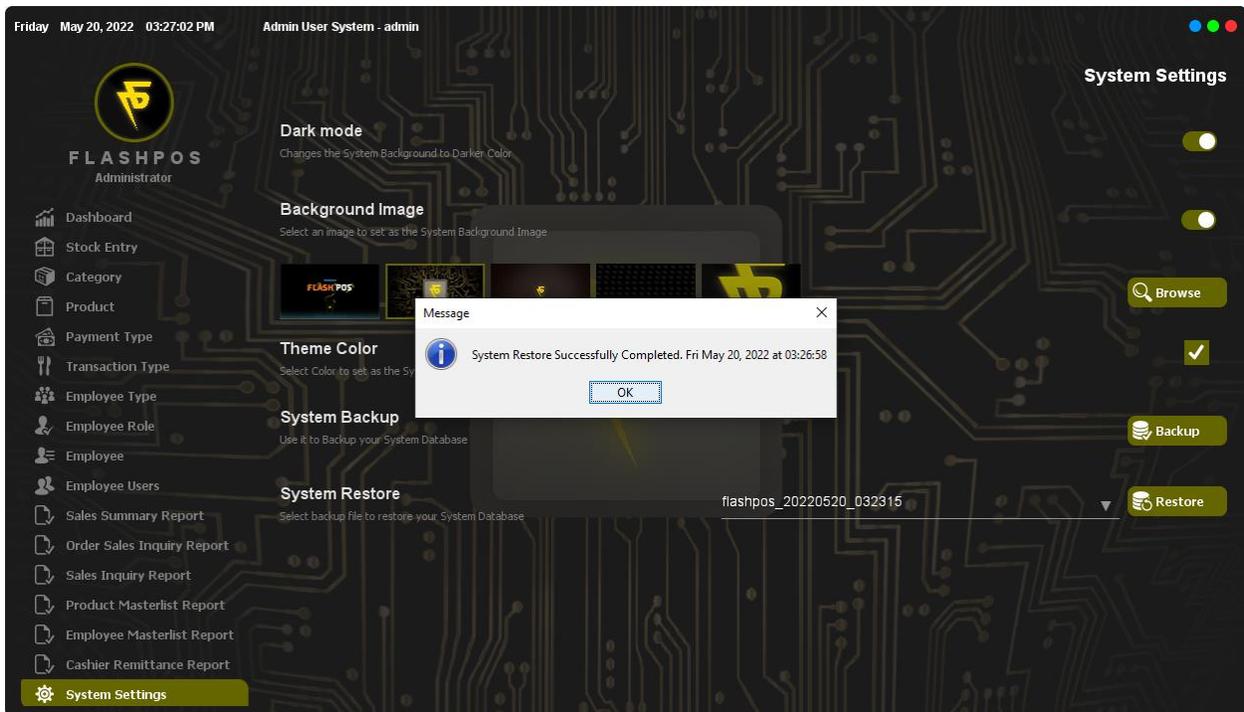
Step 1: Choose Backup File to Restore.



Step 2: Click Restore Button.



Step 3: Click Ok.



Step 4: Click Ok again to restart the system.

