



# Senior Campus Store System Release Bulletin

In this bulletin we present the latest enhancements to the **SENIOR CAMPUS STORE SYSTEM**.

## Post to Funds Other Than Fund 1

You can now use G/L account numbers in Funds other than Operating. Typically, stores would do this for certain department sales. The due to/due from transactions will be created automatically. (Due to/from accounts are maintained in GENERAL LEDGER.)

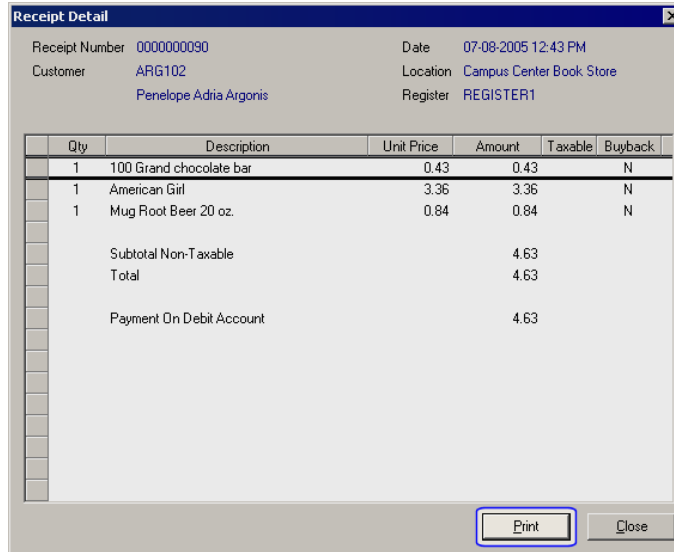
In This Bulletin	
Post to Funds Other Than Operating	p.1
Store Receipt Detail	p.2
Buyback Activity in the History Tab	p.3
Hot Keys in POS	p.3

Campus Store Posting Register			
July 25, 2006	12:54 PM	Your School	Page: 1
POSTING DATE: July 25, 2006		PERIOD: Jul, 2006	BATCH: AR000373
GENERAL LEDGER POSTING			
ACCOUNT NO. / DESCRIPTION	DEBIT	CREDIT	
110116400 Campus Store Inventory	84.40		
120110403 Student Allowance	9,768.35		
140116400 Campus Store Cash/Check Sales	2,144.87		
140116409 Campus Store Credit Card Sales	405.24		
150220202 Academic Bookstore Supplies	71.25		
152002000 Expense	218.00		
616061500 Cost of PTSO Goods Sold	163.93		
110116500 Cost of Goods Sold		84.40	
115000100 Asset		10,176.92	
120116200 State Sales Tax Payable		0.72	
140116406 Campus Store Misc. Income		2,161.51	
616061400 PTSO Inventory		163.93	
646061400 PTSO Income		236.43	
646061406 PTSO Miscellaneous Income		32.13	
619091900 Due To/From Operating	268.56		
119096900 Due To/From PTSO		268.56	
<b>POSTING TOTALS:</b>	<b>13,124.60</b>	<b>13,124.60</b>	

Account	Debit	Credit
Operating Fund account	✓	
Other Fund account		✓
Due To/Due From Other Fund	✓	
Due To/Due From Operating		✓

# Store Receipt Detail

When you look at the Receipt Detail in the Customer Maintenance History tab in CAMPUS STORE (or the Student Maintenance Store Hist. tab in ACCOUNTS RECEIVABLE), you will see a Print button. This allows you to print the Receipt Detail List. This report includes everything from the Receipt Detail.



Receipt Detail List					
July 18, 2006	10:00 AM	Campus Center Book Store		Page: 1	
<b>Receipt No.:</b> 000000090	<b>Date:</b> 07-08-2005	<b>Location:</b> Campus Center Book Store			
<b>Customer I.D./Name:</b> ARG102	Penelope Adria Argonis	<b>Register:</b> REGISTER1			
Quantity	Description	Unit Price	Amount	Taxable	Buyback
1	100 Grand chocolate bar	0.43	0.43		N
1	American Girl	3.36	3.36		N
1	Mug Root Beer 20 oz.	0.84	0.84		N
Subtotal Non-Taxable			4.63		
Total			4.63		
Payment On Debit Account			4.63		

## Buyback Activity in the History Tab

Previously, it was difficult to determine which transactions were textbook buybacks. We have remedied this by making several changes.

We have added a new Buyback column to the Customer Maintenance History tab. A Y in this column indicates that a transaction is a buyback. Also, the quantity appears as a negative (because the customer is returning it) and the amount is indicated as a negative.

Date	Time	Receipt No.	Qty	Description	Unit Price	Amount	Buyback
07-18-2006	1:54 PM	0000000158	-1	1492-1992	-15.00	-15.00	Y
07-18-2006	1:54 PM	0000000158	-1	Abstract and Linear Algebra	-20.00	-20.00	Y
07-18-2006	1:54 PM	0000000158	-1	Catcher in the Rye, The	-2.95	-2.95	Y
08-03-2005	3:05 PM	0000000130	1	1984	11.90	11.90	N
08-03-2005	3:05 PM	0000000130	1	5th Avenue chocolate bar	0.47	0.47	N
08-03-2005	3:05 PM	0000000130	1	9th Grade English Reference Books	54.36	54.36	N
04-21-2004	11:29 AM	0000000081	1	Almond Joy	0.43	0.43	N
04-21-2004	11:29 AM	0000000081	1	Caramello chocolate bar	0.43	0.43	N
04-21-2004	11:29 AM	0000000081	1	Cheetos	0.84	0.84	N
04-21-2004	11:29 AM	0000000081	1	Fritos Corn Chips	0.84	0.84	N
04-21-2004	11:29 AM	0000000081	1	Mountain Dew 20 oz.	0.84	0.84	N
04-15-2004	3:13 PM	0000000074	1	1492-1992	21.25	21.25	N
04-15-2004	3:13 PM	0000000074	1	Elements of Style, The	15.26	15.26	N
			Total	24		281.31	

## Hot Keys in Point-of-Sale

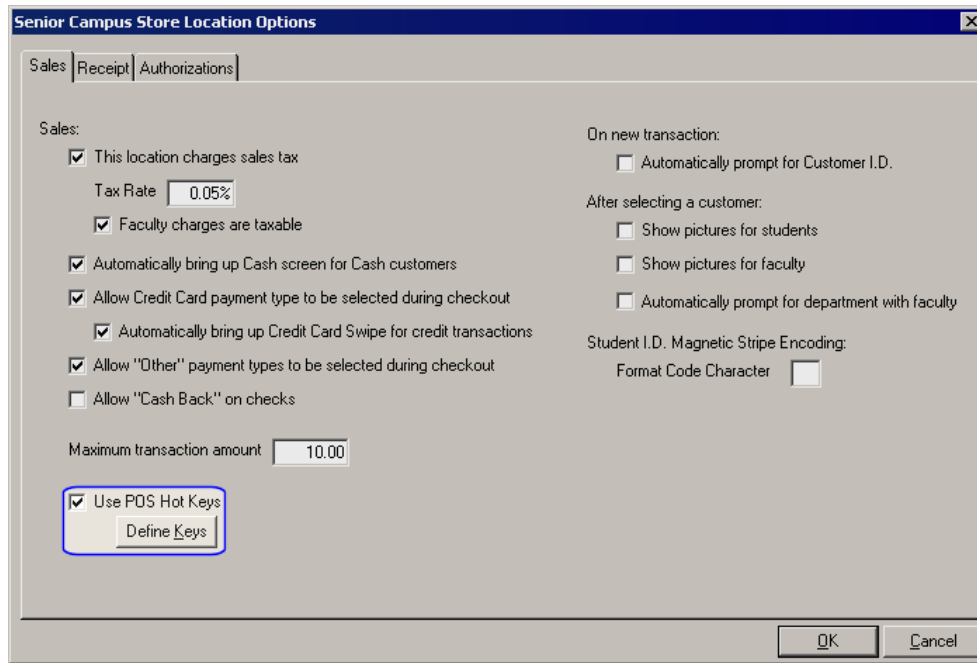
“Hot keys” allow users at each store location easily add specific products to a transaction. The hot keys are buttons that locations define and they appear on the touch screen display of POINT-OF-SALE. You might use this for products that cannot have a barcode put on them or for the sale of items that users need to enter quickly and frequently.

### Enabling Hot Keys

To enable the Hot Keys feature and define hot keys, open Location Options. You can do this from either CAMPUS STORE or POINT-OF-SALE:

- ♦ In CAMPUS STORE, open the Maintenance menu, select Location Administration. Select the location and open it. Then, in **Location Maintenance**, click the Location Options button.
- ♦ In POINT-OF-SALE, click the Other button . Then, in the **POS Menu** dialog, click the Options button . Finally, click the Location Options button .

In the Sales tab of Location Options, place a checkmark in the Use POS Hot Keys checkbox.



## Defining Hot Keys

To define hot keys, click the **Define Keys** button in the Location Options Sales tab (above). Then, in the POS Hot Keys screen, you can define the appearance of the hot keys toolbar in POINT-OF-SALE and the products that should appear on hot keys. (Please note that products must be defined in Product Maintenance to be put on a hot key.)

You can define an unlimited number of hot keys to appear on as many “pages” as needed. There can be four, ten, sixteen, or twenty-two buttons on each page.

Options

Show Hot Keys at startup

Number of Keys per page: 10 (Two rows of buttons)




Products

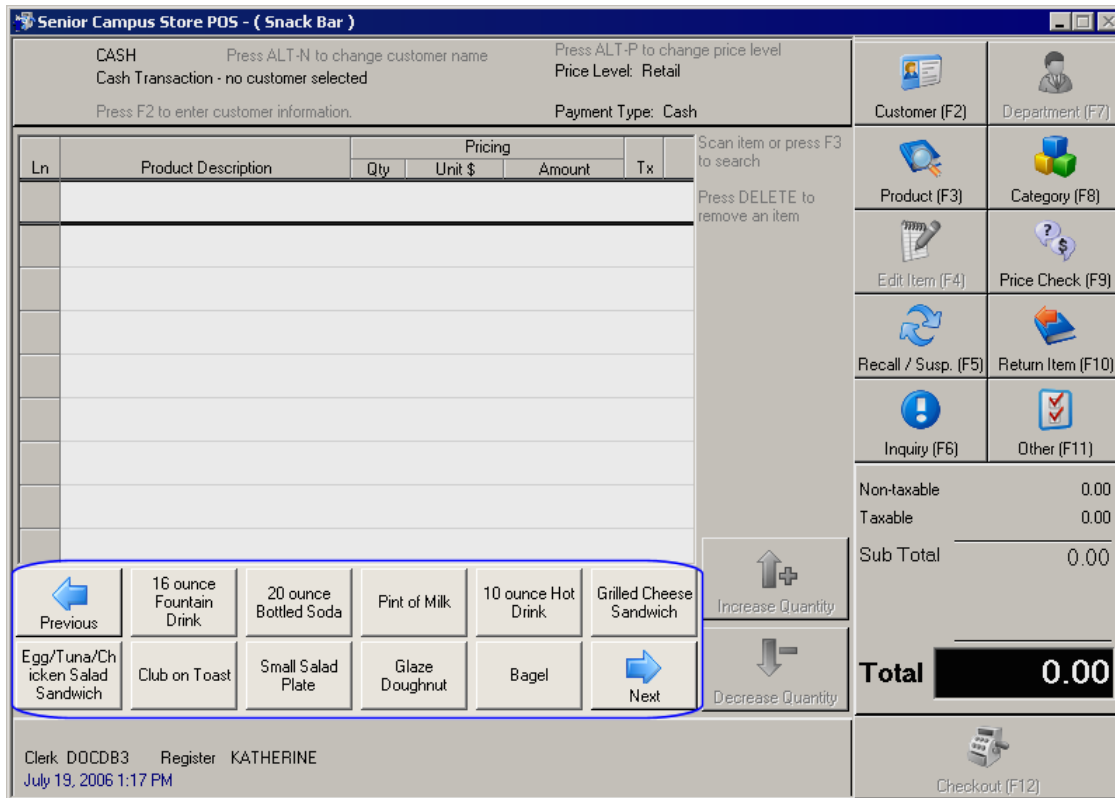
Page	No.	Product Code	Button Text
1	1	DRINK 16 OZ	16 ounce Fountain Drink
1	2	CHIPS	Bag of Chips
1	3	DRINK 20 OZ	20 ounce Bottled Soda
1	4	MILK	Pint of Milk
1	5	DRINK 10 OZ	10 ounce Hot Drink
1	6	SAND 001	Grilled Cheese Sandwich
1	7	SAND 002	Egg/Tuna/Chicken Salad Sandwich
1	8	SAND 003	Club on Toast
1	9	SALAD 01	Small Salad Plate
1	10	DONUT	Glaze Doughnut
2	11	BAGEL	Bagel

Buttons: Add, Delete, Move Up, Move Down

## Using Hot Keys

The hot keys will only appear if the location has set them to display in POINT-OF-SALE. You can set them to appear by default for a location by placing a checkmark in the Show Hot Keys at startup checkbox in the POS Hot Keys dialog box (previous page).

From the POINT-OF-SALE module, click the Other button . In the **POS Menu** dialog, click the Show Hot Keys toggle . (To hide the hot keys, click the Hide Hot Keys toggle .) Please note that the Show/Hide Hot Keys toggle is not available if the location does not have any hot keys defined.



To add a hot key product to the sale, users press the button on the screen. If the location has multiple pages of buttons, they need to use the Previous and Next arrow buttons to move to the "page" that has the product button.