



CFN Series

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# Profit Point Clerk's Manual

Version 2.3 and above  
Version 3.3 and above

## Computer Programs and Documentation

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## FCC Warning

This equipment has been tested and found to comply with the limits for a Class A digital device pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy, and if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense. Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate this equipment.

## Approvals

**Gasboy, Greensboro, is an ISO 9001:2000 registered facility.**

### Underwriters Laboratories:

U. L. File#	Products listed with U. L.
MH4314	All dispensers and self-contained pumping units
MH6418	Power operated Transfer Pump Models 25, 25C, 26, 27, 28, 72, 72S, 72SP, 72X, 73 and 1820
MH7404	Hand operated Transfer Pump Models 1230 Series, 1243 Series, 1520 and 1720 Series
MH10581	Key control unit, Model GKE-B Series Card reader terminals, Models 1000, 1000P Site controller, Model 2000S CFN Series Data entry terminals, Model TPK-900 Series Fuel Point Reader System

### New York City:

NYFD C of A #	Product
4823	9100A, 9140A, 9152A, 9153A, 9800A, 9840A, 9850A, 9852A, 9853A, 9140
4997	9822A, 9823A
5046	9100Q, 9140Q, 9152Q, 9153Q, 9800Q, 9840Q, 9852Q, 9853Q

### California Air Resources Board (CARB):

Executive Order #	Product
G-70-52-AM	Balance Vapor Recovery
G-70-150-AE	VaporVac

## NCWM - Certificate of Compliance:

Gasboy pumps and dispensers are evaluated by the National Conference of Weights and Measures (NCWM) under the National Type Evaluation Program (NTEP). NCWM has issued the following Certificates of Compliance (COC):

COC#	Product	Model #	COC#	Product	Model #	COC#	Product	Model #
95-179A2	Dispenser	9100 Retail Series, 8700 Series, 9700 Series	91-019A2	Dispenser	9100 Commercial Series			
95-136A5	Dispenser	9800 Series	91-057A3	Controller	1000 Series FMS, 2000S-CFN Series			

## Patents

Gasboy products are manufactured or sold under one or more of the following U.S. patents.:

### Dispensers

5,257,720

## Point of Sale/Back Office Equipment

D335,673

## Trademarks

### Non-registered trademarks

Atlas™  
Consola™  
Infinity™

### Registered trademarks

ASTRA®  
Fuel Point®  
Gasboy®  
Keytrol®  
Slimline®

Additional U.S. and foreign trademarks pending.

Other brand or product names shown may be trademarks or registered trademarks of their respective holders.

Additional U.S. and foreign patents pending.

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# Table of Contents

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1 – Introduction	1
About this Manual	1
Profit Point PLUS	1
Modular Components	1
Integral Components	2
2 – Important Safety Information	3
Safety Symbols and Warning Words	3
Hazardous Materials	4
Read the Manual	4
3 – The Keyboard	5
Pump Keys	6
Selection Keys	6
Keys to Ring Up a Sale	7
Payment Keys	7
Pump Operation Keys	8
Numeric Keypad	8
Product Keys	9
Modifier Keys	9
Edit Keys	10
Special Operations Keys	10
Clerk Menu and Manager Menu Keys	11
Operation Keys	11
Menu Keys	12
Alphabetic Keys	12
Manager Keyswitch	13
Ultimate Technology Keyboard	13
Preh Keyboard	14
4 – The Screen	15
Screen Features	15
Display of Entered Information	15
Selection Box	15
Screen Arrows	15
Scrolling with Arrow Keys	15
Screen Saver	15
Default Display	16
Symbols	16
Screen Areas	17
Status Block	17
Status Block Details	18
Sale Display	18
Sale Display Details	19

---

Lower Line Display .....	19
Menu Bar .....	19
Window Area .....	20
 5 – Menus .....	 21
Off-hook Menu .....	21
Active Menu .....	22
Payable Menu .....	22
Pumps Menu .....	23
Log Menu .....	24
The Product Menus .....	25
Product-menu Bar .....	25
Department .....	26
Item .....	26
Size .....	27
Price .....	28
Quantity .....	28
 6 – Basic Operations .....	 31
Working Sale and Selected Sale .....	31
Turn On the Modular Profit Point .....	32
Turn On the Integral Profit Point .....	32
Turn Off the DOS Modular Profit Point .....	33
Turn Off the Modular NT Profit Point .....	33
Turn Off the Integral Profit Point .....	34
Sign On .....	34
Start Pumping .....	34
Stop and Restart Pumping .....	34
Select a Sale .....	36
Edit Item During Entry .....	36
Correct Entry Errors .....	37
See Previously Entered Items .....	37
Remove Items from a Sale .....	37
Accept Cash Payoff .....	38
Food Stamps .....	38
Accept Check Payoff .....	39
Accept Card Payoff .....	39
Enter a Customer's Card .....	40
Hand Authorization .....	40
Hand Entry .....	40
Continue Other Sales During Card Verification .....	41

---

PIN Pad Verification . . . . .	41
Card Receipt . . . . .	41
Combine Sales Into a Multiple Sale . . . . .	42
Print a Receipt . . . . .	43
Control the Drawer . . . . .	43
Access Special Functions . . . . .	43
Training Mode (Special Function 50) . . . . .	47
Stand-alone Mode (Special Function 51) . . . . .	47
Pay Off Sale from a Customer List (Special Function 60) . . . . .	47
Enter a Patron Number on a Cash Sale . . . . .	48
7 – Postpay Fuel Sales . . . . .	49
Start a Pump, Postpay . . . . .	49
Display Postpay Sale Total . . . . .	49
8 – Prepay Fuel Sales . . . . .	51
Start a Pump, Prepay . . . . .	52
9 – Merchandise Sales . . . . .	55
Start a Merchandise Sale . . . . .	55
Scan Items . . . . .	55
Add Items to a Sale . . . . .	56
Add Fuel to a Merchandise Sale . . . . .	57
Interrupt a Sale, Start a Pump, and Return to the Sale . . . . .	57
10 – Special Procedures . . . . .	59
Create Pay-out Sales . . . . .	59
Create Refund Items within Sales . . . . .	60
Reverse a Sale . . . . .	60
Record a Drive-away . . . . .	60
11 – Real-life Examples . . . . .	61
Scanner . . . . .	61
Prepay Fuel . . . . .	61
Postpay Fuel . . . . .	64
Merchandise . . . . .	65
Adding Fuel to a Merchandise Sale—Not Yet Pumped . . . . .	66
Adding Fuel to a Merchandise Sale—Already Pumped . . . . .	66
12 – File Transfer . . . . .	69
File Transfer at the Profit Point . . . . .	69
From Profit Point to Profit Point . . . . .	71

---

File Transfer at the Site Controller .....	71
The SEND FILE Command.....	71
The SEND COMMAND Command .....	72
POS.CMD File.....	72
 13 – Clerk Menu .....	 73
 14 – Manager Menu .....	 79
 15 – Appendix: Trademark Information .....	 83
 Index .....	 Index-1

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# 1 – Introduction

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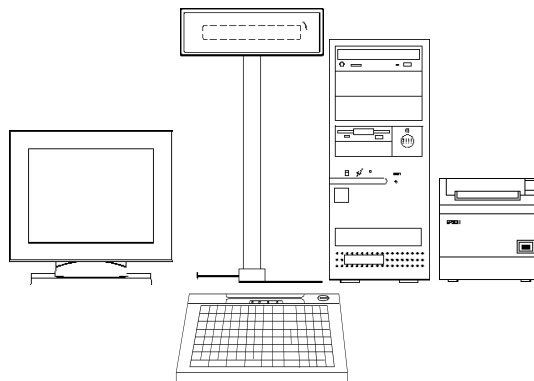
## About this Manual

The first chapters will acquaint you with the features of the Profit Point system. Then, once you are familiar with the layout of the Profit Point, its keys, screen and menus, the remaining chapters explain the operations of the Profit Point. The chapters also contain quick reference boxes next to the detailed information for different functions. These boxes contain the key strokes needed to do the function without extra information. They do not provide every option but provide the “normal” sequence of keystrokes for a function; there may be other ways. Read the detailed information for all options.

## Profit Point PLUS

The Profit Point PLUS system is available in two styles: Modular and Integral. The Integral system runs on the CFN III PC; the Modular system runs on its own PC.

### Modular Components



The Gasboy modular Profit Point PLUS is a sophisticated computer featuring:

- a keyboard for quickly ringing up sales and has a built-in card reader
- a screen, with built-in speakers, that displays helpful menus, messages, and symbols
- an optional receipt printer
- an optional bar-code scanner (not shown)
- an optional PIN pad for Debit and Fleet card data entries (not shown)
- a customer display.

## Integral Components

The integral Profit Point is only available on a CFN III PC running version 3.0 and above. The Profit Point is stored on the CFN III hard disk. The screen will display and function the same as the modular Profit Point. Your keyboard will probably be the same as the modular but a PC keyboard can be used with a template placed over the keyboard that has the corresponding keys. This manual assumes that you are using a Profit Point keyboard for your site operations.

The integral Profit Point will function exactly as the modular except where noted in this manual.



## 2 – Important Safety Information

Before performing any task on this product, read the safety information in this section and the applicable sections in this manual, where additional hazards and safety precautions for your task will be found.

### Safety Symbols and Warning Words

This section provides important information about warning symbols and boxes.

#### Alert Symbol



This safety alert symbol is used in this manual and on warning labels to alert you to a precaution which must be followed to prevent potential personal safety hazards. Obey safety directives that follow this symbol to avoid possible injury or death.

#### Signal Words

These signal words used in this manual and on warning labels tell you the seriousness of particular safety hazards. The precautions that follow must be followed to prevent death, injury or damage to the equipment.

#### DANGER

This signal word is used to alert you to a hazard or unsafe practice which **will** result in **death or serious injury**.

#### WARNING

This alerts you to a hazard or unsafe practice that **could** result in **death or serious injury**.

#### CAUTION

This signal word designates a hazard or unsafe practice which **may** result in **minor injury**.

#### CAUTION

When used by itself, CAUTION designates a hazard or unsafe practice which may result in **property or equipment damage**.

## Hazardous Materials

Some materials present inside electronic enclosures may present a health hazard if not handled correctly. Be sure to clean hands after handling equipment. Do not place any equipment in mouth.

### **WARNING**

This area contains a chemical known to the State of California to cause cancer.

### **WARNING**

This area contains a chemical known to the State of California to cause birth defects or other reproductive harm.

## Read the Manual

Read, understand and follow this manual and any other labels or related materials supplied with this equipment. If you do not understand a procedure, call a Gasboy Authorized Service Contractor or call the Gasboy Call Center at 1-800-444-5529. It is imperative to your safety and the safety of others to understand the procedures before beginning work.

## 3 – The Keyboard

The Profit Point default keyboard arrangement is shown below (the layout may have been changed at your site):

Preh®  
keyboard

PUMP 1	PUMP 2	PUMP 3	PUMP 4	PUMP 5	PUMP 6	PUMP 7	PUMP 8	PREV	MDSE	ALL STOP	←	→	PREV ITEM	CLEAR MENU
PUMP 9	PUMP 10	PUMP 11	PUMP 12	PUMP 13	PUMP 14	PUMP 15	PUMP 16	WRKN SALE	NEW MDSE	STOP	↓	↑	NEXT ITEM	SPEC FUNC
PUMP 17	PUMP 18	PUMP 19	PUMP 20	PUMP 21	PUMP 22	PUMP 23	PUMP 24	MGR MENU	CLERK MENU	START	OFF ROAD	NO SALE	VOID	PRINT
									LIST DEPT	REVERSE	RETURN	PREPAY	PRESET	ADD ITEM
									PLU	CLUB	FOOD STAMPS	7	8	9
									SIZES	CHECK	4	5	6	CLEAR
									EDIT	CREDIT	1	2	3	ENTER
OFF HOOK	ACTIVE	PAYABLE	PUMPS	LOG	MULTI SALES	CASH	0	00	.					

Ultimate  
Technology®  
keyboard

1 <sub>FN</sub>	2 <sub>FN</sub>	3 <sub>FN</sub>	4 <sub>FN</sub>	5 <sub>FN</sub>	6 <sub>FN</sub>	7 <sub>FN</sub>	8 <sub>FN</sub>	ALL STOP	←	→	PREV ITEM	CLEAR MENU
9 <sub>FN</sub>	10 <sub>FN</sub>	11 <sub>FN</sub>	12 <sub>FN</sub>	13 <sub>FN</sub>	14 <sub>FN</sub>	15 <sub>FN</sub>	16 <sub>FN</sub>	PREV	MDSE	↓	↑	NEXT ITEM
17 <sub>FN</sub>	18 <sub>FN</sub>	19 <sub>FN</sub>	20 <sub>FN</sub>	21 <sub>FN</sub>	22 <sub>FN</sub>	23 <sub>FN</sub>	24 <sub>FN</sub>	WRKN SALE	NEW MDSE	STOP	VOID	PRINT
1 <sub>FN</sub>	2 <sub>FN</sub>	3 <sub>FN</sub>	12 <sub>FN</sub> OFF ROAD	4 <sub>FN</sub>	5 <sub>FN</sub>	PLU	LIST DEPT	RETRN	PREPAY	PRESET	START	ADD ITEM
6 <sub>FN</sub>	7 <sub>FN</sub>	8 <sub>FN</sub>	16 <sub>FN</sub> OFF ROAD	9 <sub>FN</sub>	0 <sub>FN</sub>	Y	OFF ROAD	REVES	MGR MENU	CLERK MENU	7	8
1 <sub>FN</sub>	2 <sub>FN</sub>	3 <sub>FN</sub>	20 <sub>FN</sub> OFF ROAD	4 <sub>FN</sub>	5 <sub>FN</sub>	H	EDIT	FOOD STAMP	CLUB	CHECK	4	5
6 <sub>FN</sub>	7 <sub>FN</sub>	8 <sub>FN</sub>	24 <sub>FN</sub> OFF ROAD	9 <sub>FN</sub>	0 <sub>FN</sub>	H	MULTI SALES	NO SALE	CREDIT	1	2	3
OFF HOOK	ACTIVE	PAYABLE	PUMPS	CASH	0	00	÷					

### Notes:

- The functions of some of these keys depend on which menu is on the screen when that key is pressed.
- Most keys have a letter or function name printed in small characters in the lower right corner of the key cap. These characters are explained later in this chapter under Alphabetic Keys.
- To redefine a key, such as changing FOOD STAMP to DEBIT, refer to the keyboard configuration information in MDE-4356 Profit Point Reference Manual.
- The Preh keyboard only supports alpha characters as long as the POS application (POS\_MENU) is running; no DOS or NT functions are available if the POS application is not running. The Ultimate Technology keyboard is the POS and QWERTY keyboard.
- There are toggling sequences between keyboards on Profit Point systems with a POS and QWERTY keyboard. To toggle from an active QWERTY keyboard to the POS keyboard, press the **ESC** key on the QWERTY keyboard. To toggle from an active POS keyboard to the QWERTY keyboard, press **SPEC FUNC (F11)** on the QWERTY keyboard then press **CLEAR\_MENU** on the POS keyboard.


The Profit Point keys that have a specific function are discussed starting with “[Pump Keys](#)” on [page 6](#). Some of the keys discussed are not in the default arrangement; they are included because some sites will want to add them.


## Pump Keys

The Profit Point can have up to 32 pump keys, though only 24 are shown below:

PUMP 1	PUMP 2	PUMP 3	PUMP 4	PUMP 5	PUMP 6	PUMP 7	PUMP 8
PUMP 9	PUMP 10	PUMP 11	PUMP 12	PUMP 13	PUMP 14	PUMP 15	PUMP 16
PUMP 17	PUMP 18	PUMP 19	PUMP 20	PUMP 21	PUMP 22	PUMP 23	PUMP 24







If your site has fewer than the 24 pumps indicated above, the keys that are not used for pumps can be assigned to other uses.





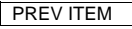
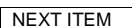
The key symbol  (standing for Pump number) is used in this manual to represent a pump key.

	<p>Each of these keys does one of the following:</p> <ul style="list-style-type: none"> <li>• Selects a sale on a pump</li> <li>• Alternates between current and previous if both sales are in the menu</li> <li>• Selects the current pump sale if the sale is not in the menu.</li> </ul>
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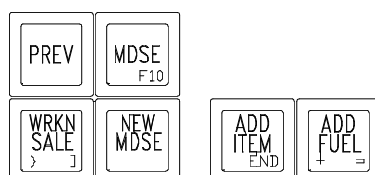
## Selection Keys

The selection keys select menus, items, and sales.

 or 	Selects a menu from the menu bar at the top of the screen.
 or 	Picks an entry in a menu.
 or 	Selects an item in the ticket at the right side of the screen (up and down).

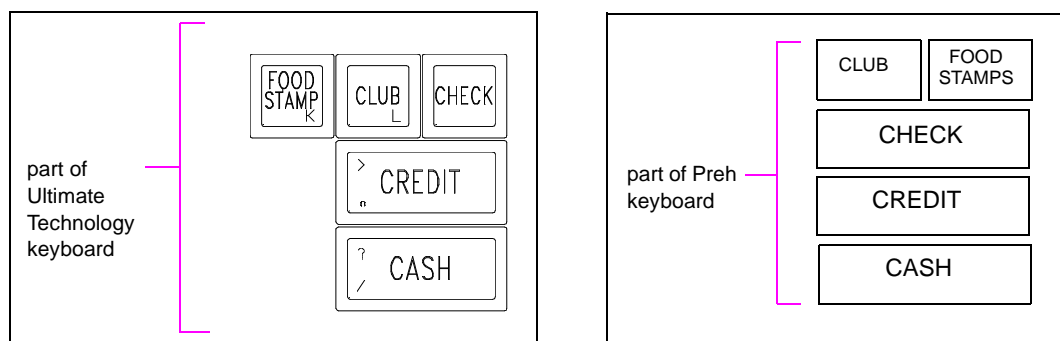
## Keys to Ring Up a Sale



<b>PREV</b>	Calls up the previous merchandise sale or the previous sale on a selected pump. Toggles between the current and previous sales on that pump.
<b>MDSE</b>	This key does one of the following: <ul style="list-style-type: none"> <li>• Selects a merchandise sale that appears in a menu</li> <li>• Alternates between current and previous if both sales are in the menu</li> <li>• Selects the current sale if the sale is not in the menu.</li> </ul>
<b>WORKING SALE</b>	Selects the sale that is having items added—in other words, selects the working sale. This is useful for getting back to the customer at the counter after being interrupted by an off-hook request or other actions.
<b>NEW MDSE</b>	Starts a new merchandise-only sale—to be used when you want to start a new merchandise sale before paying off the working sale. (Makes a new working sale).
<b>ADD ITEM</b>	Informs the Profit Point that you wish to add items to the selected sale—that is, makes the selected sale the working sale. This is useful in a postpay sale when a customer wants to buy merchandise after fueling.
<b>ADD FUEL</b>	Adds fuel to the selected merchandise sale and makes it the working sale. (There can be only one fuel item per sale. However, you can combine two or more cash fuel sales into a multiple sale—see <a href="#">“Basic Operations” on page 31.</a> )

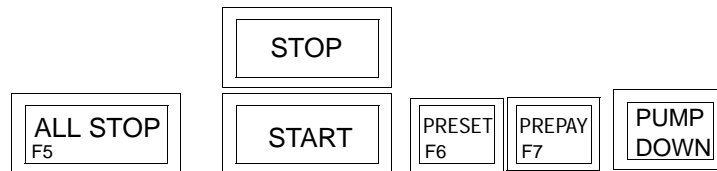
## Payment Keys

The payment keys select a payment method for each sale.



*Note: In this manual, **CREDIT** can also be taken as referring to **DEBIT** or **CLUB**, if your Profit Point has those keys. (A club card is a privately issued credit card.)*

## Pump Operation Keys



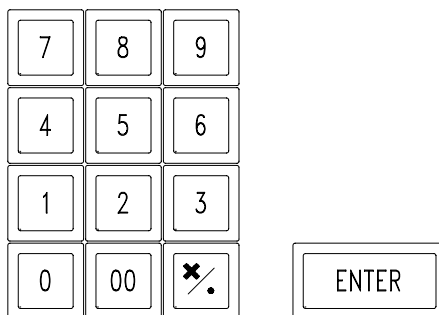
These keys:






- start and stop pumping on selected pumps
- preset dollar or volume amounts of fuel
- designate a fuel sale as prepay
- manually enter fuel-sale information at the pump-down menu.

<b>ALL STOP</b>	Immediately stops all pumps— <i>use only in an emergency</i> . Once you have pressed this key, press it again to restart the site when the emergency is under control.
<b>STOP</b>	Pressed once, halts pumping on the selected pump. Pressed twice, forces the sale on the selected pump to payable status.
<b>START</b>	Starts, or restarts, pumping on the selected pump.
<b>PRESET</b>	Toggles between dollar and volume amounts; allows you to set a limit on a fuel sale before pumping starts.
<b>PREPAY</b>	Sets the dollar amount on prepay fuel sales and accepts payment.
<b>PUMP DOWN</b>	Displays the pump-down menu, which lets you manually enter fuel sale information when the Site Controller is not working and the pumps have been put in manual mode [see <a href="#">“Stand-alone Mode (Special Function 51)” on page 47</a> ].

## Numeric Keypad


Use the numeric keypad to enter prices, sizes, and quantities of items, and to preset fuel amounts.





	<p>If a customer buys, for example, three identical items, you should ring up one of the items, then:</p> <ul style="list-style-type: none"> <li>press  twice (to add the other two items to the entry).</li> <li>~ OR ~</li> <li>press  .</li> </ul> <p>In some Site Controller functions, such as safe drops, this key adds the decimal point in entering dollar amounts.</p>
	Press this key to complete a data entry or to respond to some prompts.

## Product Keys


This group consists mainly of item and department keys, which together are known as the product keys. Each site sets up in its own arrangement of these keys, usually based on which are the most popular items at that site.

Note carefully the distinction between a department key and the  key (which is discussed under [“Special Operations Keys” on page 10](#)).

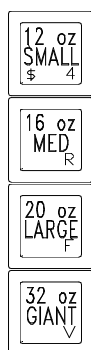
### An Item Key

Only one product is assigned to the key—, for example—and the price (which can be overridden using the  key) is automatically entered by the Profit Point.

### A Department Key

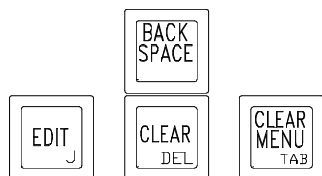
For example, . Price entry is required.

## Modifier Keys



The modifier keys let you select the size of an item you are ringing up without your first having to call up the size menu.

## Edit Keys



<b>CLEAR MENU</b>	Cancels the current operation and clears the current display from the screen; replaces it with the previous display.
<b>EDIT</b>	Lets you edit an item while ringing up that item.
<b>BACK SPACE</b>	Deletes the last character(s) keyed in.
<b>CLEAR</b>	Clears the entry just keyed in, provided <b>ENTER</b> has not yet been pressed.

## Special Operations Keys



<b>SPEC FUNC</b>	Displays the Special Functions list (see <a href="#">"Access Special Functions" on page 43</a> ).
<b>PLU</b>	<p>If you press this key without entering an item number before or after pressing it, you see a lengthy list of all stock numbers and departments in your store (UPC items are excluded). This key—along with item numbers—lets you enter products or departments that are not assigned to other keys.</p> <p>You can enter the item's number before or after you press the <b>PLU</b> key. The number you enter can be:</p> <ul style="list-style-type: none"> <li>a department (1 or 2 digits),</li> <li>the number assigned to that specific item (3-5 digits), or</li> <li>a UPC (Universal Product Code) code (6 + digits).</li> </ul> <p>To ring up an item with the <b>PLU</b> key:</p> <ul style="list-style-type: none"> <li>enter the item's number and press <b>PLU</b> or</li> <li>press <b>PLU</b>, enter the item's number, and press <b>ENTER</b>.</li> </ul>
<b>LIST DEPT</b>	<p>Displays a list of all departments in the store and allows you to search through those departments.</p> <p>To see a list of all stock-numbered items (not UPC items) in a department:</p> <ul style="list-style-type: none"> <li>enter a department's number and press <b>LIST DEPT</b> or</li> <li>press <b>LIST DEPT</b>, enter the department's number, and press <b>ENTER</b>.</li> </ul> <p>You can then ring up an item in that department.</p>
<b>OFF ROAD</b>	Discounts a fuel item to remove the included road taxes, as allowed in your area. This feature can also be activated through the Profit Point's special functions (see <a href="#">"Access Special Functions" on page 43</a> ).



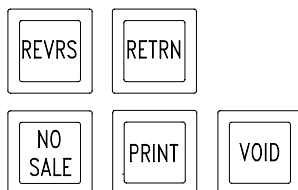
<b>MULTI SALES</b>	Links two or more cash sales together into one cash sale (see <a href="#">“Combine Sales Into a Multiple Sale” on page 42</a> ).
--------------------	--

## Clerk Menu and Manager Menu Keys

These keys let you perform shift-break, clerk-change, and report functions. The clerk menu is discussed in [“Clerk Menu” on page 73](#), and the manager menu is discussed in [“Manager Menu” on page 79](#).



## Operation Keys



<b>REVRS</b>	Reverses a sale by taking it from paid back to <i>payable</i> . This is also a special function (see <a href="#">“Basic Operations” on page 31</a> ).
<b>RETURN</b>	Creates a separate sale to consist entirely of returned items. (Use a refund key or department to include a returned-item entry in a merchandise sale—see <a href="#">“Special Procedures” on page 59</a> .) Return is also a special function (see <a href="#">“Basic Operations” on page 31</a> ).
<b>NO SALE</b>	Opens the cash drawer and logs a No Sale on the Site Controller log.
<b>PRINT</b>	Prints a receipt for the selected sale.
<b>VOID</b>	This key does one of the following: <ul style="list-style-type: none"> <li>removes the selected merchandise or fuel item from the selected, not-yet-completed sale</li> <li>if the subtotal is selected, removes <i>all</i> merchandise items from that sale.</li> </ul>

Menu Keys

The four double-wide keys on the left in the bottom row select their corresponding menus and display those menus on the screen (see “Menus” on page 21).



LOG	Displays messages generated by the Site Controller (see “Menus” on page 21).
-----	--

Alphabetic Keys

F1	<ATL> F1	F2	<ATL> F2	F3	<ALT> F3	F4	<ATL> F4	F5	<ALT> F5	F6	<ALT> F6	←	→	PAGE UP	CLEAR MENU
F7	<ATL> F7	F8	<ATL> F8	F8	<ALT> F8	F9	<ATL> F9	F9	<ALT> F9	F10	<ALT> F10	↓	↑	PAGE DOWN	ESC
<CTL> F1	<CTL> F2	<CTL> F3	<CTL> F4	<CTL> F5	<CTL> F6	<CTL> F7	<CTL> F8	<CTL> F9	<CTL> F10	<CTL> F11	<CTL> F12	<ALT>+GB> F12	<SHFT> F12	Home	Tab
'	1	2	3	4	5	6	7	8	9	0	-	=	\	End	*
q	w	e	r	t	y	u	i	o	p	[	]	7	8	9	BACK SPACE
a	s	d	f	g	h	j	k	l	;	,	<SHFT> F11	4	5	6	DEL
z	x	c	v	b	n	m	,	.	/	<SHFT> F9	<SHFT> F10	1	2	3	E N T E R
<SHIFT>	<SHIFT> F1	<CTL>	<SHIFT> F2	SPACE	<SHIFT> F3	<ALT>	<SHIFT> F4	<SHFT> F5	<SHFT> F6	<SHFT> F7	<SHFT> F8	0	.		

You can also operate the Profit Point in DOS instead of running the Profit Point program. When in DOS, you can enter all 26 alphabetic characters, plus the special characters—such as < > ? | @ # \$ % & \*—found on most standard computer keyboards. The keyboard also includes ten function keys, the tab key, and cursor keys.

Look in the lower right corner of the Profit Point’s keys to see which keys to press in DOS to get which alphabetic characters. As you will see below and on the keyboard, the alphabetic keys are arranged in the standard QWERTY layout

# Manager Keyswitch

## Ultimate Technology Keyboard

The 3-position manager keyswitch is located just to the left of the Profit Point's built-in card reader. The three positions, from top to bottom, are: on, off, and manager. (Some sites might not use the manager position.)

The position of the key in the manager keyswitch affects the sign-on permission level in effect. The manager position has a permission level that is independent of the operator's sign-on permission level.

- The off position turns the keyboard off (note: the emergency **ALL STOP** key will still work).
- The on position is permission level 1.
- The manager position is permission level 8.

The permission level of all functions—such as those in the special functions menu or those on special keys like **MANAGER MENU** and **CLERK MENU**—is set in the Profit Point's CONFIG.POS file.

For the on and manager positions, you may perform a function if your sign-on permission level allows it or if the key's position allows it. In other words, the higher permission level—yours (if you are the operator who is signed on) or the key position's—is the one in effect.

If you are signed on and need to perform a function that requires a higher priority than your sign-on allows, you can do one of the following:

- Insert the key in the keyswitch and turn it to the manager position
- Have another operator with a higher sign-on priority sign on and perform the function. You must then sign on again to resume normal operation.

## Preh Keyboard

The 5-position manager keyswitch is located just to the right of the Profit Point PLUS built-in card reader. The five positions are: 0 = OFF, 3 = Supervisor, 4 = Manager, 1 = General Clerk, 2 = Clerk 2 (user=2, password=2). When the switch is turned to position 2, an automatic login as user 2 with password of 2 is attempted. If you want to use this position, set user 2 password in the site controller accordingly.

There is no configuration setting for the user ID and password for clerk 2, but you can edit the file `c:\pos\posexec.bat` and add the line  
`set CLERK2=02password`  
where you substitute the actual password for *password*. If you want to use something other than user 2, then you can use that 2-digit number in place of 02 in the new line in the `posexec.bat` file.

The position of the key in the manager keyswitch affects the sign-on permission level in effect. The manager position has a permission level that is independent of the supervisor's sign-on permission level.

- The off position turns the keyboard off (note: the emergency ALL STOP key will still work).
- The supervisor position is permission level 4.
- The manager position is permission level 8.

The permission level of all functions—such as those in the special functions menu or those on special keys like MANAGER MENU and CLERK MENU—is set in the Profit Point PLUS CONFIG.POS file.

For the on and manager positions, you may perform a function if your sign-on permission level allows it or if the key's position allows it. In other words, the higher permission level—yours (if you are the operator who is signed on) or the key position's—is the one in effect.

If you are signed on and need to perform a function that requires a higher priority than your sign-on allows, you can do one of the following:

- Insert the key in the keyswitch and turn it to the manager position
- Have another operator with a higher sign-on priority sign on and perform the function. You must then sign on again to resume normal operation.

## 4 – The Screen

### Screen Features

#### Display of Entered Information

Any information you enter in the Profit Point will be reflected on the screen. Use this feature to check that you have entered information, such as price or size, correctly.

#### Selection Box

If you look at the illustrations in “Menus” on page 21, you will see that many of them show one of their items displayed within a box, called a selection box. This selection box indicates that its item is the one currently selected; if you press a key that affects this type of item, the selected item is the one that will be affected.

The *selected sale* is the sale shown in the sale display on the right side of the screen. If that sale is also included on whatever menu may be displayed, the selection box around that sale in the menu shows it is the selected sale.

#### Screen Arrows

When the sale display (which is the area on the right of the screen; see “Sale Display” on page 18) and menus contain more information than can fit on one screen, you will see pairs of small triangular arrows.

Arrows at the bottom of the sale display or menu indicate there are more entries that you can see by pressing `[NEXT ITEM]` or `[↓]` to scroll down.

Arrows at the top of the sale display or menu indicate there are more entries that you can see by pressing `[PREV ITEM]` or `[↑]` to scroll up.

#### Scrolling with Arrow Keys

You can tap the arrow keys repeatedly to move through menu selections one item at a time. Or, for faster scrolling, you can hold down an arrow key.


#### Screen Saver

The screen will start erasing its display whenever five minutes have passed since the last action at either the keyboard or the pumps. When the screen is fully erased, a Profit Point-Gasboy notice appears; its location on the screen changes once every several minutes.

This feature prevents the damage to the screen that would result if the same display were on screen for a long time.

To restore a full screen display, press `[ENTER]`.

## Default Display

off act pay pumps log		Mon: Mar 4 11:04 User 1 Shift 1	
<div style="background-color: lightgray; padding: 10px; text-align: center;">             No off-hook requests              No active sales              No payable sales           </div>		7  pump idle	
		<b>CASH</b>	
		curr Paid	
		25.132G \$1.129	
		DIESEL \$28.37	
DIESEL...\$28.37		Cigarettes.\$9.80	
6 Pac Coke.\$1.98		Reg Fritos.\$2.09	
Subtotal..\$42.24		Sales Tax .\$.144	
Total \$43.68		Change \$6.32	
		Total ... \$43.68 Paid .... \$50.00 Change .. \$6.32	













You see the particular default display shown above when no menus are selected and all pumps are idle. (This situation would be ideal for performing a shift break, since there would not be any carry-over transactions to take into account.)

If there are off-hook requests and pumping or payable sales, the default display indicates so in the light-gray area (which is called the window area).

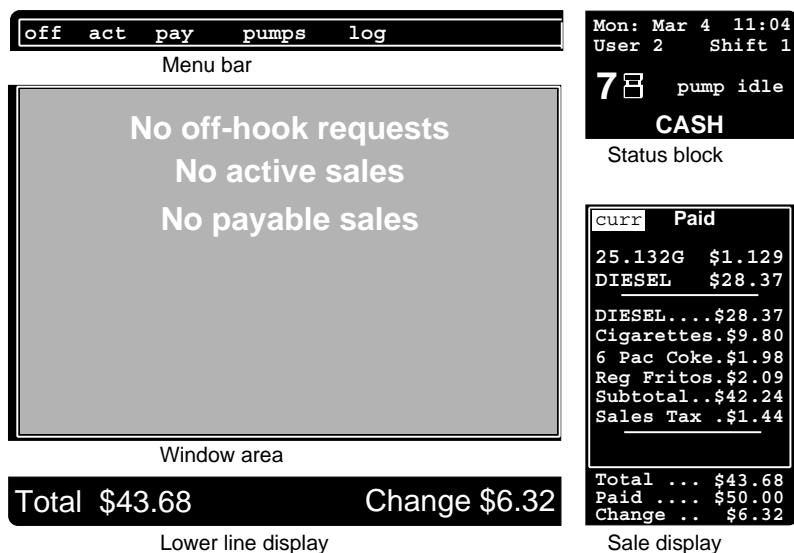
To return to the default display from a menu, press **[CLEAR MENU]**.

## Symbols

The default display shown above has a symbol of a pump next to the number 7 in the top right portion of the screen. Here is a listing and brief explanation of all the symbols that can appear on the screen:

Sale Types		Sale Status		Pump Status	
<b>2</b>	Pump #2 Sale (1-32 possible)		Sale has been preset		Pump idle, and sale is paid
	Merchandise Sale		Card is being verified		Pump handle is off hook
	Island card reader sale		Sale has been approved		Pumping
<b>curr</b>	Current sale		Change is due		Pump halted
<b>prev</b>	Previous sale		Sale needs to be paid		Pump is down

## Screen Areas

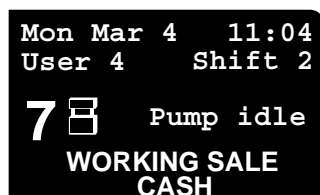


The five areas of the screen are

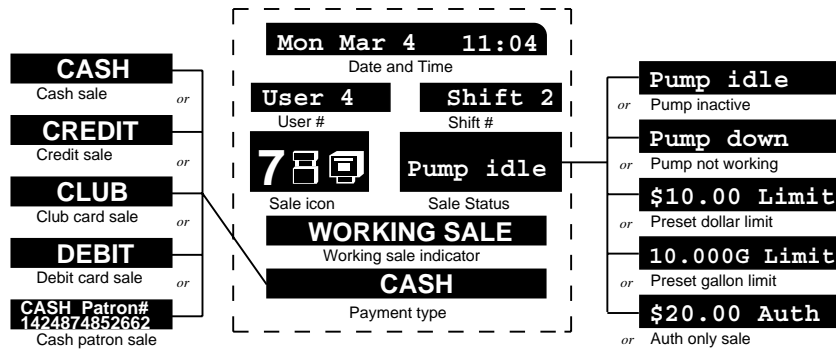
- “Status Block” on page 17
- “Sale Display” on page 18
- “Lower Line Display” on page 19
- “Menu Bar” on page 19
- “Window Area” on page 20

## Status Block

The following figure is the status block. The status block displays the status of the selected sale. The figure shows various entries that can appear in each section of the status block.



## Status Block Details



In the column on the left, CASH, CREDIT, CLUB, and DEBIT could be followed by PAYOUT or RETURN, if applicable.

## Sale Display

The top of the sale display indicates whether the selected sale is current or previous, paid or payable.

curr	Paid
25.132G	\$1.129
DIESEL	\$28.37
DIESEL...	\$28.37
Cigarettes	.\$9.80
6 Pac Coke	.\$1.98
Reg Fritos	.\$2.09
Subtotal	.\$42.24
Sales Tax	.\$1.44
Total ...	\$43.68
Paid ....	\$50.00
Change ..	\$6.32

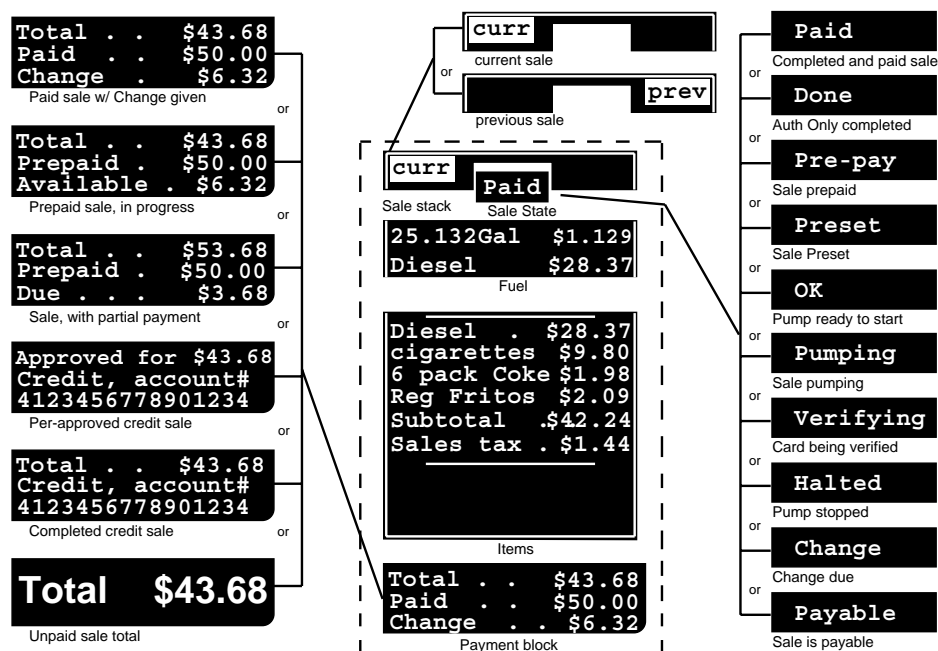
In a fuel-and-merchandise sale, fuel, such as *Diesel* \$28.37, is listed twice: first with its quantity above the upper horizontal line, then repeated immediately below that line.

Each merchandise item in the sale is listed in the order in which it was rung up. The Subtotal amount does not include any applicable sales tax. The Total is the sum of the Subtotal and Sales tax.

In a fuel-only sale, the merchandise area is blank.



## Sale Display Details



## Lower Line Display

25.132 Gal @ 1.129 \$28.37

This line displays information about the selected sale or item. If an item in the sale display is selected, that item is always reflected in the lower line display. If no item is selected in the sale display, the lower line displays the fuel amount or some other information that is pertinent to the current operation on the Profit Point.

If the sale is paid with cash and no item is selected, the lower line shows the total and change, if any.

## Menu Bar

off act pay 7 pumps log

The menu bar indicates which menu, if any, is selected.

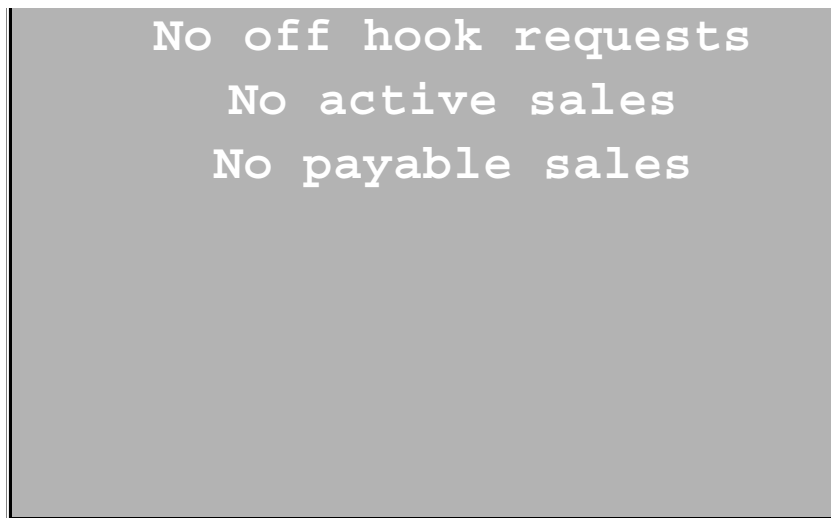
The only five words that ever appear on the menu bar are the names of the menus, as shown. However, when a pump nozzle is off hook, *off* on the menu bar is replaced with the number of that pump and the off-hook symbol.

Also, a pump number can appear beside *act* and *pay* (but not beside *pumps*). The pump number indicates the sale that will automatically be selected when you first call up that menu.

Each menu name in the menu bar can appear in either dim or bright characters. A menu's name is dim if there is no action currently underway that would be reflected in that menu. If there is, for instance, a payable sale, then pay would appear in bright letters. **Log** appears in bright characters if a new message has been added to the log since the last time it was read.

The menus themselves are discussed in [“Menus” on page 21](#).

## Window Area



The window area is where status messages and menus are displayed.

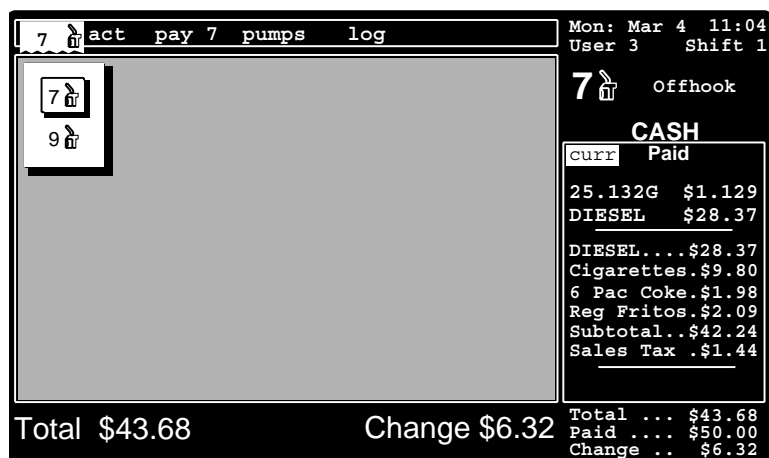
The sample window area shown above is the default display that appears when no menu is selected and there is no activity at the site. Once a menu is selected, its information appears in the window area. Error and information messages are also displayed in the window area.

In short, the window area reflects whatever is happening on the Profit Point at a particular time.

## 5 – Menus

### Off-hook Menu

**OFF HOOK** — selects and displays the off-hook menu.



The off-hook menu displays off-hook requests that have not yet been dealt with.

When a pump is taken off hook, the word *off* in the menu bar changes to the off-hook symbol and the number of the off-hook pump. Also, the Profit Point makes a beep-beep-beep sound.

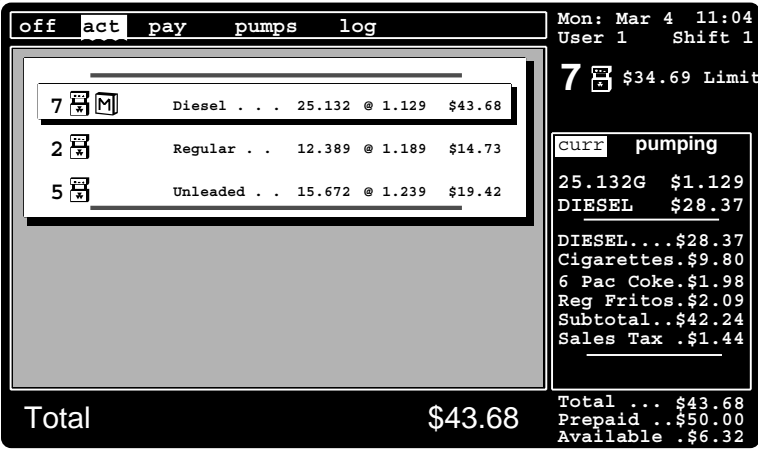
Unless your site is configured for prepay only, the usual response to an off-hook request is to press **OFF HOOK** then press **START** to start the first pump on the off-hook screen. When multiple entries are listed on the off-hook menu, repeatedly pressing **OFF HOOK** selects them one at a time in the order they are shown. As an alternative, you can select a specific off-hook symbol with the arrow keys or press a pump key.

In the example above, pump 7 is off-hook and already selected (note its display to the right and the selection box around it in the window area).

A key called ALL START has been added to the “Function” sections of the keyboard configuration. The ALL START key starts all off-hook pumps calling when more than one pump is off-hook. Refer to MDE-4356 Profit Point Reference Manual for more information on the ALL START key.

# Active Menu

**ACTIVE** — selects and displays the active menu.

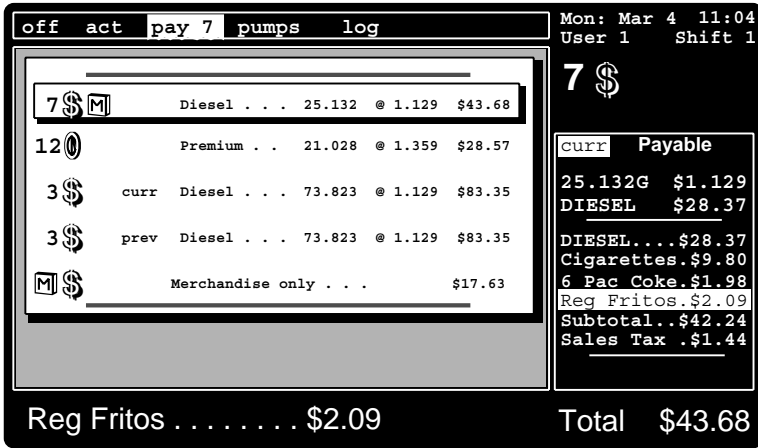


The active menu is useful for monitoring the status of pump sales. It displays fuel sales that are in progress and not yet payable. The actions shown can include preset, pumping, or halted status, as well as merchandise being rung up on another console.

In the example above, all three pumps are pumping (as indicated by the symbol of the pumping pump beside the pump number), and 7 is the selected pump.

# Payable Menu

**PAYABLE** — selects and displays the payable menu.



The payable menu indicates which sales can be paid off or can have fuel or merchandise added to them. Also indicated are completed prepay fuel sales with change due.

When a sale becomes payable, it becomes accessible through the payable menu. The oldest payable sale—or the last payable sale selected and not yet paid—has its pump number (or an **M** if it's merchandise-only) next to the word **pay** in the menu bar. The Profit Point also beeps when a sale becomes payable.

In the previous example, the payable sales are on pumps 7 and 3—as indicated by the payable (dollar sign) symbol. The merchandise sale is also payable because merchandise sales in progress are *always* payable.

## Pumps Menu

**PUMPS** — selects and displays the pumps menu.

The screenshot shows the 'PUMPS' menu interface. At the top, there's a navigation bar with 'off', 'act', 'pay', 'pumps' (highlighted), and 'log'. The main area displays pump numbers 1 through 16. Pumps 1 and 7 are marked with a hand icon (off-hook). Pump 7 is also the selected sale, indicated by a box around it. Pumps 8, 10, and 15 are marked with a fuel pump icon (pumping). Pump 9 has a dollar sign icon (change due). Pump 16 has a dollar sign icon (completed). To the right, there's a transaction summary for 'CASH' showing 'CURT' and 'PAID' amounts. The total is \$43.68, paid is \$50.00, and change is \$6.32.

CASH	
CURT	PAID
25.132G	\$1.129
DIESEL	\$28.37
DIESEL...	\$28.37
Cigarettes	\$9.80
6 Pac Coke	\$1.98
Reg Fritos	\$2.09
Subtotal	\$42.24
Sales Tax	\$1.44
<b>Total</b>	<b>\$43.68</b>
<b>Paid</b>	<b>\$50.00</b>
<b>Change</b>	<b>\$6.32</b>

The pumps menu shows the status of all non-idle pumps (though idle pumps will be displayed briefly if you scroll through the pump numbers).

A pump that has been disabled at the Site Controller will *not* be displayed, but a down pump that has not yet been disabled at the Site Controller will be displayed. There is one exception: if you select the current sale for a pump (or merchandise), that sale is shown in the window with a selection box around it even if the pump is idle or disabled.

In the example above,

- pumps 1 and 7 are off-hook
- 7 is also the selected sale
- 8, 10, and 15 are pumping
- 9 has change due from a prepay sale
- pumping is completed on 16.

# Log Menu

**LOG** — displays the log of messages from the Site Controller.

off act pay 7 pumps <b>log</b>		Fri: Apr 9 4:45 User 2 Shift 1																		
<pre> -- Closing Shift 1 - Fri 4/9/93 1:16 PM -- Begin Shift 2 -- Fri 4/9/93 1:16 PM User #0 console #1 signoff Fri 4/9/93 1:16 PM User #0 console #2 signoff Fri 4/9/93 1:16 PM Postpay/Prepay Console #2 EMERGENCY STOP Fri 4/9/93 1:16 PM Postpay/Prepay Console #2 end emergency stop Fri 4/9/93 1:17 PM Pump #4: Zero quantity Fri 4/9/93 1:28 PM Card 4123123412341234: Card is not valid Fri 4/9/93 3:10 PM Postpay/Prepay Console #1 item voided Fri 4/9/93 4:02 PM SCII V2.0ex (0727/042691) Router:PENNYS(000)/CFN Fri 4/9/93 4:26 PM ---- Closing Day --- Fri 4/9/93 4:39 PM Postpay/Prepay Console #1 no sale Fri 4/9/93 4:40 PM -- SALES NOT PAID -- Fri 4/9/93 4:40 PM --- Start of Day --- Fri 4/9/93 4:40 PM           </pre>		<b>7</b> Offhook <b>CASH</b> <table border="1"> <thead> <tr> <th>Curr</th> <th>PAID</th> </tr> </thead> <tbody> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td colspan="2">DIESEL...\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>\$2.09</td> </tr> <tr> <td>Subtotal</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>\$1.44</td> </tr> </tbody> </table>	Curr	PAID	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...\$28.37		Cigarettes	\$9.80	6 Pac Coke	\$1.98	Reg Fritos	\$2.09	Subtotal	\$42.24	Sales Tax	\$1.44
Curr	PAID																			
25.132G	\$1.129																			
DIESEL	\$28.37																			
DIESEL...\$28.37																				
Cigarettes	\$9.80																			
6 Pac Coke	\$1.98																			
Reg Fritos	\$2.09																			
Subtotal	\$42.24																			
Sales Tax	\$1.44																			
Total \$43.68      Change \$6.32		Total ... \$43.68 Paid ... \$50.00 Change .. \$6.32																		

The log menu displays messages generated by the Site Controller (see system monitor messages in the *Site Controller Manager's* manual).

The word log in the menu bar changes from dim to bold when a new message that has not yet been displayed is added to the log.

To see the log messages, press **LOG** and read the messages.

To remove the log menu from the screen, do one of the following:

- press **CLEAR MENU**, which will display the default screen and change **log** from bold to dim
- select one of the other four menus
- ~ OR ~
- use the left or right arrow key to select one of the other menus.

# The Product Menus

## Product-menu Bar

off act <b>pay 7</b> pumps log					Mon: Mar 4 11:04 User 1 Shift 1	
dept	item	size	price	quant		
Coffee				\$0.89	7 \$ WORKING SALE	
Item ready		+ Start next item entry			curr Payable	
you still may..		+ Press ENTER to see total			25.132G \$1.129	
		+ Press EDIT to edit item			DIESEL \$28.37	
		+ Press CLEAR MENU to cancel			DIESEL...\$28.37	
					Cigarettes.\$9.80	
					6 Pac Coke.\$1.98	
					Reg Fritos.\$2.09	
					entry in progress	
					Subtotal.. \$42.24	
					Sales Tax . \$1.44	
				<b>Total</b>	<b>\$43.68</b>	

There are five product menus—department, item, size, price, and quantity—as shown in the product-menu bar, which is directly below the main menu bar. The product-menu bar is visible while you are ringing up merchandise items.

The example above is the *item-ready* display showing that an entry-in-progress item, coffee in this case, is ready to be put on the ticket unless you change it. You change the entry by pressing **EDIT** repeatedly until the desired product menu appears. As you will see, menu selection scrolls right to left with the **EDIT** key.

If you do not want to change the item in the item-ready display, either start ringing up other merchandise or press **ENTER** to put that item on the ticket.

- Before you press **ENTER**, the sale display (on the right side of the screen) shows *entry in progress* and the item's price and sales tax are not included in the subtotal, sales tax, and total entries.
- After you press **ENTER**, the item appears by name in the sale display and the subtotal, sales tax, and total entries are adjusted accordingly.

### Identical Items

Before ringing up other merchandise or pressing **ENTER** to add the item to the ticket, you can ring up identical (duplicate) items from any product menu or the item-ready display by entering the total number of identical units on the numeric keypad and then pressing **X/•**.

### Discounts

If your site allows discounts, such as an employee discount, and discounts have been activated through special function 69 (special functions are discussed in [“Access Special Functions” on page 43](#)), the item-ready display will also include a line like *Less Employee 10% discount* or *Cannot discount*.

## Department

off act <b>pay 7</b> pumps log					Mon: Mar 4 11:04 User 1 Shift 1																							
dept	item	size	price	quant	7 \$ WORKING SALE																							
<b>Drink</b> To list department, enter dept # <input type="text"/> or press a dept key or select from menu					<table border="1"> <tr> <th>curr</th> <th>Payable</th> </tr> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td colspan="2">DIESEL...\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>\$2.09</td> </tr> <tr> <td colspan="2">entry in progress</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>.\$1.44</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$43.68</b></td> </tr> </table>		curr	Payable	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...\$28.37		Cigarettes	\$9.80	6 Pac Coke	\$1.98	Reg Fritos	\$2.09	entry in progress		Subtotal..	\$42.24	Sales Tax	.\$1.44	<b>Total</b>	<b>\$43.68</b>
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37	Snacks																											
38	Oil																											
39	Deli																											
40	Car Wash																											

The department menu lists all departments so you can select the department that contains the item you are ringing up.

To ring up an item from the department menu, enter its department number and press **ENTER**, or use the **↓** and **↑** arrow keys to select its department and press **ENTER**. The display will change to the item menu where you can select the specific item.

The **CLEAR MENU** key cancels the process of ringing up a particular item. It also removes the product menu and the product-menu bar, and restores the previous display—in this case, the payable menu.

## Item

off act <b>pay 7</b> pumps log					Mon: Mar 4 11:04 User 1 Shift 1																							
dept	item	size	price	quant	7 \$ WORKING SALE																							
<b>Drink</b> To ring up an item, enter upc or item # <input type="text"/> or select from menu					<table border="1"> <tr> <th>curr</th> <th>Payable</th> </tr> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td colspan="2">DIESEL...\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>\$2.09</td> </tr> <tr> <td colspan="2">entry in progress</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>.\$1.44</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$43.68</b></td> </tr> </table>		curr	Payable	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...\$28.37		Cigarettes	\$9.80	6 Pac Coke	\$1.98	Reg Fritos	\$2.09	entry in progress		Subtotal..	\$42.24	Sales Tax	.\$1.44	<b>Total</b>	<b>\$43.68</b>
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<table border="1"> <tr><td>32</td><td>Drink</td></tr> <tr><td>327</td><td>Raspberry drink</td></tr> <tr><td>328</td><td>Orange drink</td></tr> <tr><td>329</td><td>Blueberry drink</td></tr> <tr><td>330</td><td>Lemon drink</td></tr> <tr><td>331</td><td>Cherry drink</td></tr> <tr><td>332</td><td>Vanilla drink</td></tr> <tr><td>333</td><td>Chocolate drink</td></tr> <tr><td>334</td><td>Tutti Frutti drink</td></tr> </table>					32	Drink	327	Raspberry drink	328	Orange drink	329	Blueberry drink	330	Lemon drink	331	Cherry drink	332	Vanilla drink	333	Chocolate drink	334	Tutti Frutti drink						
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334	Tutti Frutti drink																											

The item menu lets you select the exact item you are ringing up. In the example above, *Drink* is the department (note that its department code has *two* digits) and the other entries are actual items (note that their stock numbers have *three* digits; other stock numbers can have as many as *five* digits).



To select an item from the item menu, enter its item number at the numeric keypad and press **ENTER**, or use the **↓** and **↑** arrow keys to select it on the screen and press **ENTER**.

If an item is not listed in the department where it belongs, you can still ring it up by selecting the department name, pressing **ENTER**, and then following the prompt—which will probably be the price menu—that appears.

The **CLEAR MENU** key cancels the process of ringing up a particular item. It also removes the product menu and the product-menu bar, and restores the previous display—in this case, the payable menu.

### Auto-scroll

Once a department is selected, you can scroll through all items *in that department* by pressing and holding down the **PLU** key.

If no department is selected, you can automatically scroll through *all* departments and items by pressing and holding down the **PLU** key.

## Size

off act pay 7 pumps log					Mon: Mar 4 11:04																					
dept item size price quant					User 1 Shift 1																					
12oz Cup Soda					\$0.89																					
Press a size key or enter size # <input type="text"/> or select from menu																										
<table border="1"> <tr><td>1</td><td>12oz Cup Soda</td></tr> <tr><td>2</td><td>16oz Cup Soda</td></tr> <tr><td>3</td><td>20oz Cup Soda</td></tr> <tr><td>4</td><td>32oz Cup Soda</td></tr> </table>					1	12oz Cup Soda	2	16oz Cup Soda	3	20oz Cup Soda	4	32oz Cup Soda														
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					Total \$43.68																					

The size menu lets you select the size of the item you are ringing up.

To select a size, press one of the size keys. Or, to select a size from the size menu, enter its number at the numeric keypad and press **ENTER**, or use the **↓** and **↑** arrow keys to select it on the screen and press **ENTER**.

If a price is stored in the Profit Point for the size you selected, the item-ready display appears next. If there is no price stored, the price menu appears.

The **CLEAR MENU** key cancels the process of ringing up a particular item. It also removes the product menu and the product-menu bar, and restores the previous display—in the above case, the payable menu.

## Price

off	act	pay 7	pumps	log	Mon: Mar 4 11:04																				
					User 1 Shift 1																				
dept	item	size	price	quant																					
<b>Drink</b> Enter unit price <input type="text" value="\$1.25"/>					<b>7</b> <b>WORKING SALE</b>																				
					<table border="1"> <tr> <th>curr</th> <th>Payable</th> </tr> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td>DIESEL...</td> <td>\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>\$2.09</td> </tr> <tr> <td>entry in progress</td> <td></td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>\$.144</td> </tr> </table>	curr	Payable	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...	\$28.37	Cigarettes	\$9.80	6 Pac Coke	\$1.98	Reg Fritos	\$2.09	entry in progress		Subtotal..	\$42.24	Sales Tax	\$.144
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					<b>Total \$43.68</b>																				

The price menu allows you to enter a price for an item whose price is not stored in the Profit Point. If an item's price is not stored in the Profit Point, when you select that item, the price menu with its *Enter unit price* prompt appears. Enter the item's price and press **ENTER**.

You can also use the price menu to override a stored price. When the stored price appears in the window area, press **EDIT** repeatedly (usually three times) until the price menu is highlighted in the product-menu bar and the prompt *Enter unit price* appears. Then enter the override price and press **ENTER**.

The **CLEAR MENU** key cancels the process of ringing up a particular item. It also removes the product menu and the product-menu bar, and restores the previous display—in this case, the payable menu.

## Quantity

off	act	pay 7	pumps	log	Mon: Mar 4 11:04																				
					User 1 Shift 1																				
dept	item	size	price	quant																					
<b>Drink</b> Enter number of units <input type="text" value="3"/>					<b>7</b> <b>WORKING SALE</b>																				
					<table border="1"> <tr> <th>curr</th> <th>Payable</th> </tr> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td>DIESEL...</td> <td>\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>\$2.09</td> </tr> <tr> <td>entry in progress</td> <td></td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>\$.144</td> </tr> </table>	curr	Payable	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...	\$28.37	Cigarettes	\$9.80	6 Pac Coke	\$1.98	Reg Fritos	\$2.09	entry in progress		Subtotal..	\$42.24	Sales Tax	\$.144
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The quantity menu lets you ring up identical (duplicate) items. This menu never automatically appears. You will see it after selecting an item only if you press **EDIT** (usually twice) until *quant* is highlighted in the product-menu bar and the *Enter number of units* prompt appears. Use the numeric keypad to enter the number of duplicate units, and press **ENTER**.

As explained before, there is another way to ring up identical items. After an item is selected, you can ring up duplicates by entering the total number of the identical units on the numeric keypad and then pressing **X/•**.



## 6 – Basic Operations

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This chapter shows you how to perform the following procedures:

- Turn the Profit Point on and off
- Sign on
- Start pumping
- Stop and restart pumping
- Select a sale
- Edit item during entry
- Correct entry errors
- See previously entered items
- Remove items from a sale
- Accept cash payoff
- Accept card payoff
- Combine sales into a multiple sale
- Print a receipt
- Control the drawer
- Access special functions
- Enter a patron number on a cash sale

**Note:** In the following descriptions you must choose one of the options in [brackets] and perform the actions (in parentheses) only if necessary.

On the right of each function is a quick reference for normal keystrokes of a function. You can use this for a reference. Not every option is displayed. For all options, read the description.

### Working Sale and Selected Sale

When using the Profit Point, it is important to understand the difference between the working sale and a selected sale.

The *working sale* is the last sale you were adding items to—provided it has not yet been paid off. If you are interrupted while adding items to the working sale (for example, by a prepay fuel sale), pressing **WORKING SALE** will always take you back to the working sale. There can be only one working sale at any one time.

Once a sale becomes the working sale, the only way to change its status from working sale is to do one of the following:

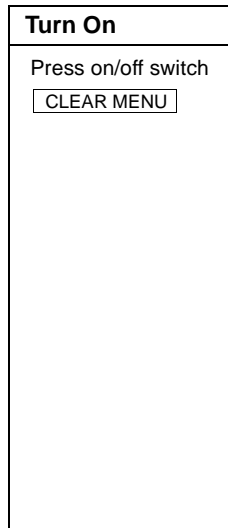
- pay it off
- press **NEW MDSE**
- select another sale and press **ADD ITEM**.

The *selected sale* is the sale shown in the sale display on the right side of the screen. If that sale is also included on whatever menu may be displayed, a box around that sale in the menu shows it is the selected sale.

## Turn On the Modular Profit Point

The modular Profit Point's on/off switch is located on the front of the unit to the right (as you are facing the front of the Profit Point). The power switch is on the back of the unit.

- 1 Make sure there is not a diskette in the Profit Point's floppy drive.
- 2 Make sure the power switch is turned on.
- 3 Press the on/off switch to turn the machine on.
- 4 You will see a copyright notice of several lines, plus the amount of system memory, and the message *Diagnostics in Progress . . .*
- 5 The display changes to show you the Profit Point is loading and testing various files. (If the Profit Point finds anything wrong, you will hear a two-tone beep and see a warning message. If this happens, call your service technician.)
- 6 At the end of testing files, the message *Loading POS Program, Please Wait* is briefly displayed, followed by *Press CLEAR MENU to continue*.
- 7 Press **CLEAR MENU**. (Pressing **CLEAR MENU** allows the Profit Point to verify its keyboard's configuration.)



An *Initializing Please Wait* message is displayed for several seconds. (If the site is down, that fact will be reported on the screen.) If the Site Controller is operating (and the POS is connected to it through the RS-422 converter, and the POS distribution box is connected and operating), the default display (discussed in [“The Screen” on page 15](#)) appears on the Profit Point screen. At this point, you are ready for business. If the Profit Point does not start automatically, double click the picture of the Profit Point Terminal to start up Profit Point.

Depending on how the Site Controller at your site is configured, you may first be required to enter a user ID number and a password. If this is the case, the Profit Point will prompt you for the information.

## Turn On the Integral Profit Point

Turn on your CFN III (power switch on back and on/off switch on front). When it has completed its startup (booting) the desktop will display the Profit Point icon along with others. The integral Profit Point will start automatically. Should you need to start the program manually from the desktop, use the following instructions.

To start the Profit Point:

- Double click on the CFN3 icon.



This will start the site controller. The site controller window will open and display the logon. Log on with your name and password. Once open, minimize

the window which removes it from the desktop but does not close the window; the CFN III remains operational *and must be running for Profit Point to operate*.

To minimize the window, click once on the “-” minus sign in the upper right corner.



- Double click on the Profit Point icon.



The Profit Point screen will appear and it will proceed through its checklist.

- At the end of the checklist, the display changes. The new screen shows the Gasboy copyright notice and the instruction **Press CLEAR MENU to continue; Press ESCAPE if using a PC keyboard**. Press the **[ESC]** key.
- Select 1, Operate Point-Of-Sale terminal, using the arrow keys and press **[ENTER]** to start.

An *Initializing Please Wait* message is displayed for several seconds. (If the site is down, that fact will be reported on the screen.) If the Site Controller is operating (and the POS is connected to it through the RS-422 converter, and the POS distribution box is connected and operating), the default display (discussed in “[The Screen](#)” on page 15) appears on the Profit Point screen. At this point, you are ready for business. If the Profit Point does not start automatically, double click the CFN3 icon to start up Profit Point. If Profit Point was shut down after starting, double click on the Profit Point icon.

## Turn Off the DOS Modular Profit Point

When you have finished with point-of-sale operations, press **[SPEC FUNC]**. The display changes to the special functions menu. Press **[0]** to select *Exit to main menu*, and press **[ENTER]**. The main menu will appear.

At the Profit Point main menu, press **[0]** to select *Exit to DOS*, and press **[ENTER]**. When the DOS prompt (C:\ or C:\POS) appears, press the on/off switch on the back of the Profit Point.

If you change your mind at the DOS prompt and want to resume point-of-sale operations, type *menu* and press **[ENTER]**. When the Profit Point main menu appears, press **[1]** to select *Operate Point-Of-Sale terminal*, and press **[ENTER]**.

Turn Off
<b>[SPEC FUNC]</b>
<b>[0]</b>
<b>[ENTER]</b>
At the main menu:
<b>[0]</b>
<b>[ENTER]</b>

## Turn Off the Modular NT Profit Point

When you have finished with point-of-sale operations, press **[SPEC FUNC]**. The display changes to the special functions menu. Press **[0]** to select *Exit to main menu*, and press **[ENTER]**. The main menu will appear.

At the Profit Point main menu, press **[0]** to select *Exit to OS*, and press **[ENTER]**. Windows desktop appears. Using the PC keyboard or mouse, select the Start button, select Shut Down, and select Shut Down again.

If you change your mind at the Windows desktop and want to resume point-of-sale operations, double click the Profit Point icon with the mouse or select the Start button on the PC keyboard; using the arrow keys, select Programs, and select Profit Point.

Turn Off
<b>[SPEC FUNC]</b>
<b>[0]</b>
<b>[ENTER]</b>
At the main menu:
<b>[0]</b>
<b>[ENTER]</b>

# Turn Off the Integral Profit Point

When you have finished with point-of-sale operations, press **SPEC FUNC**. The display changes to the special functions menu. Press **0** to select *Exit to main menu*, and press **ENTER**. The main menu will appear.

At the Profit Point main menu, press **0** to select *Exit to DOS*, and press **ENTER**.

The CFN3 desktop will appear.

Turn Off

SPEC FUNC

0

ENTER

At the main menu:

0

ENTER

# Sign On

Signing on automatically signs off the previous user.

Sign On

SPEC FUNC

1

ENTER

type your ID #

ENTER

type your password

ENTER

# Start Pumping

To start pumping, press **P#** and then **START**. This is the normal postpay (pay after pumping) operation. For more detailed information regarding both postpay and prepay pumping, refer to [“Postpay Fuel Sales” on page 49](#) and [“Prepay Fuel Sales” on page 51](#).

Start Pumping

P#

START

# Stop and Restart Pumping

There are 3 options to stop and 1 option to restart pumping: All Stop, Stop one pump immediately, Stop pumping and force sale to payment status, and Restart a stopped pump.



**Stop all pumps and other site activities**

Stop all pumps and other site activities immediately

When the emergency is over, press **ALL STOP** again to restart the pumps and the site.

**ALL Stop****ALL STOP**

**Use only  
in an  
emergency!**

**WARNING**

ALL STOP does not cut power to the island. In case of fire or other emergency, use a hard-wired switch that cuts all power to the site, if your site has such a switch. This switch is not part of the CFN system and is probably required by the fire marshal in your state.

**Stop one pump immediately****Stop 1 pump****P#****STOP****Restart a stopped pump****Restart a pump****P#****START****Stop pumping and force sale to payment status****Stop & force pay****P#****STOP****STOP**

# Select a Sale

Remember, a selected sale is the one shown at the right, as well as the one with a box around it if it is included in the displayed menu.

## Select a payable sale

[PAYABLE] [P#]. You might need to repeat [P#] if current and previous sales on that pump are both payable, or  
press [PAYABLE] again to scroll through menu, or  
[PAYABLE] [↓] (repeat to scroll through menu).

Select payable

PAYABLE

P#

## Select an offhook sale

[OFFHOOK] [P#] or  
[OFFHOOK] (repeat to scroll through the menu), or  
[OFFHOOK] [↓] (repeat to scroll through list).

Select offhook

OFFHOOK

P#

## Select an active fuel sale

[ACTIVE] [P#] or  
[ACTIVE] (repeat to scroll through the menu), or  
[ACTIVE] [↓] (repeat to scroll through list) or

Select active fuel

ACTIVE

P#

## Select a paid sale

You may need to press the [PREV] key to select a previous sale.

Select paid sale

MDSE

or

P#

# Edit Item During Entry

After entering item, but before pressing [ENTER], press [EDIT] (repeat or press [←] or [→] repeatedly to highlight field to edit) enter new value, then [ENTER].

Edit item

EDIT

enter new value

ENTER

## Correct Entry Errors

Delete the numeric entry just keyed in

Press

<b>Delete number</b>
<input type="button" value="CLEAR"/>

Clear an error message

Press

<b>Clear error mess.</b>
<input type="button" value="ENTER"/>

Cancel an operation

Press

<b>Cancel</b>
<input type="button" value="CLEAR MENU"/>

Delete the last character(s) keyed in

Press . Repeat as necessary

<b>Delete last</b>
<input type="button" value="BACKSPACE"/>

## See Previously Entered Items

Press  until item is displayed.

<b>Previous item</b>
<input type="button" value="PREV ITEM"/>

## Remove Items from a Sale

Remove one item from the ticket

Press  or  until item is selected then .

<b>Remove 1 item</b>
Select item
<input type="button" value="VOID"/>

Remove all merchandise from the ticket

Press  or  until *Subtotal* is selected then .

<b>Remove all items</b>
Select Subtotal
<input type="button" value="VOID"/>

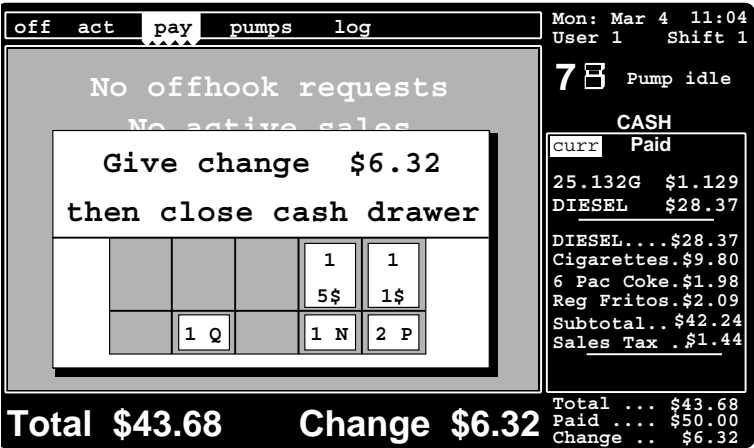
Remove fuel from the ticket (undo ADD FUEL)

Press  or  until *fuel* is selected then .

Note: This splits the transaction into two sales: fuel and merchandise.

<b>Remove fuel</b>
Select fuel
<input type="button" value="VOID"/>

# Accept Cash Payoff



Select the sale, press **CASH**, announce total to customer, accept cash, enter amount received and press **ENTER** (give change, if any) close drawer; or If exact amount received, press **CASH** or enter \$amount received, put cash in drawer, close drawer.

Accept cash

Select the sale

CASH

If change is due and if your Profit Point is configured to show change, you will see the above display, which tells you the number and denominations that make up the exact change.

## Food Stamps

If your Profit Point has a **FOOD STAMP** key and you press that key to pay a sale that has non-food-stamp items on it, this prompt appears: *Can't use food stamps, VOID selected item first or use another payment type.*

## Accept Check Payoff

Use these procedures if your Profit Point has a **CHECK** key.

### Accepting non-validated checks

(Select the sale), press **CHECK**, announce total to customer, accept check, [enter amount received and press **ENTER**] (give change, if any) close drawer.

~ OR ~

If the check is for the exact amount, press **CHECK** or enter check amount, put check in drawer, close drawer.]

#### Non-validated check

Select the sale

**CHECK**

**ENTER**

### Accepting and validating checks

Select the sale, press **CHECK**, announce total to customer, accept check, validate check with customer's ID or through a check-validation service, enter amount of check; at *Insert check for validation* insert check in receipt printer and press **ENTER** [give change, if any) close drawer.

~ OR ~

If check is for exact amount, press **CHECK** or enter check amount, put check in drawer, close drawer].

#### Validated check

Select the sale

**CHECK**

validate check

**ENTER**

While the check is in the receipt printer, a check-verification message is printed on it. A sample message looks like:

12/15/96 09:15 r2 cl3 \$23.89

where r2 is register 2 and cl3 is clerk 3.

*Note: A check can only be inserted into the Star printer at this time.*

## Accept Card Payoff

(Select the sale) [press **CREDIT**, **CLUB**, or **DEBIT**].

Enter the card (see ["Enter a Customer's Card" on page 40](#)) and wait for APPROVED.

Then **ENTER**, (if denied, pay off another way).

If you press CREDIT-CREDIT, CLUB-CLUB or DEBIT-DEBIT (hitting the key twice), the Profit Point will warn that the sale will be paid without network authorization. Press ENTER and the sale will be approved like hand entry. Press CLEAR MENU to cancel.

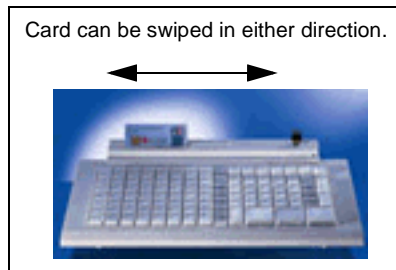
#### Card Payoff

Select the sale

Press type of card key

**ENTER**

## Enter a Customer's Card



When you do a credit, debit, or club card sale, the display will instruct you to *Slide card thru reader*. To enter a card:

- Hold the card with the magnetic stripe down and away from the keyboard. The printing on the card will probably be upside down.
- Insert the card at either end of the slot. Make sure the card is as deep in the slot as it will go. With a steady motion, slide the card all the way across and out of the slot.

If the Profit Point has read the card successfully, the display changes to the next prompt. If not, slide the card again.

If your system uses two cards (one for the driver and one for the vehicle), the display will prompt ***Enter next card***. You should then enter the second card.

## Hand Authorization

Your site might be configured to allow hand authorization—where a card is read by another device, like an imprinter. If so, the prompt you will see is *Slide card thru reader or Press CREDIT for hand authorization*.

If your site allows hand authorization and/or if some of the accounts require a hand authorization, do not enter those cards through the Profit Point. Instead, simply press , , or  again and the prompt ***Approved Press ENTER to acknowledge*** will appear.

## Hand Entry

Your site might be configured to allow you to enter a card's number by hand. If so, simply type in the card data on the keypad. The Profit Point may ask for the card's expiration date, vehicle number and/or Driver number, etc. The card will then be verified by the Site Controller just as though you had slid that card through the reader.

You may hand enter lookup numbers (tender) at the Profit Point. Press the EDIT button before entering the number which will identify the entry as a lookup number. The prompt on the Profit Point will change from "Account" to "Lookup number". You will not be prompted for an expiration date.

## Continue Other Sales During Card Verification

Sometimes an authorization takes a long time on a card network. In cases like these, you can activate another sale any time after the customer enters their personal identification number (PIN). The Profit Point will then continue verifying the card while you work on the other sale. When you reselect the sale that was being verified, the result of the verification is displayed on the screen.

### Stop pending verification of card

You can stop a pending verification by pressing the **STOP** key. If the verification has not yet been completed, stopping it erases any verification information in the current sale.

Stop verification
<b>STOP</b>

## PIN Pad Verification

If your site uses PIN pads, a customer who pays by card may be required to enter his PIN and other data after his card is swiped through the Profit Point. The PIN pad will display messages—such as *Enter Pin*, *Enter Odometer*, *Enter Vehicle Number*—to inform the customer what data he should enter.

While the customer is busy entering the data on the PIN pad, you can go ahead and work on other sales by pressing a sale-select key like **PAYABLE**, **OFFHOOK**, or **ACTIVE**. If the sale-select key is for the present sale, nothing happens. But if the key is for another sale, you can work on that sale while the customer continues entering numbers at the PIN pad. You can go back to the PIN sale by selecting it.

### Stop pending verification of PIN

If a customer forgets his PIN number or other data, you can halt the verification process by pressing **STOP**.

Stop verification
<b>STOP</b>

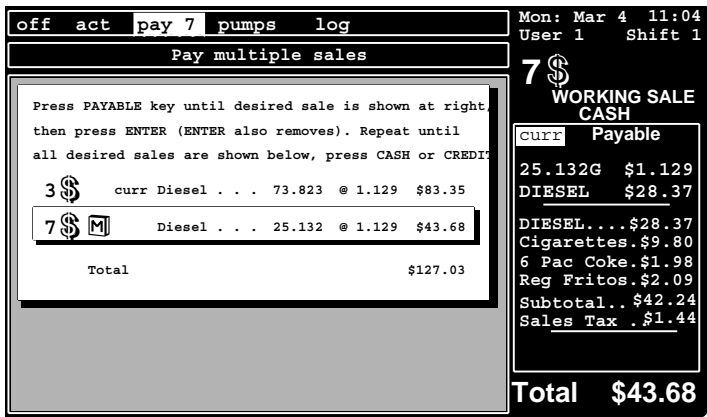
Once the customer has entered all his data, a message approving or denying the sale will appear on the Profit Point only. If you have been working on another sale in the meantime, the approval message will appear only after you re-select the PIN sale.

## Card Receipt

If your site requires signed receipts for card use and the site is not configured to automatically print a receipt, press **PRINT** to get a receipt from the printer attached to the Profit Point.

Print Receipt
<b>PRINT</b>

# Combine Sales Into a Multiple Sale



Normally, there can be only one fuel item per sale. However, the multiple-sales feature allows you to combine two or more payable sales together into one sale. (This is handy if a company brings several of its vehicles in at the same time for fueling or if a vehicle has more than one tank.)

*Note: Once you create a multiple sale you cannot payoff just part of the sale separately. you must complete the entire sale or void the individual sales to remove them.*

## Multiple Sale

- Once all the involved sales have reached payable status,
- Press **MULTI SALE** to display the multiple-sales menu.
  - To add sales, press **PAYABLE** until the sale you want to add is shown to the right in the sales display (not in the multiple-sales menu—a sale appears there only *after* it has been added to the multiple sale).
  - Press **ENTER**.
  - Continue pressing **PAYABLE** and **ENTER** until all the sales you want have been added to the list in the multiple-sales menu.
  - Press **CASH** or **CREDIT**.

Multiple sale
<b>MULTI SALE</b>
<b>PAYABLE</b>
<b>ENTER</b>
repeat if necessary
<b>CASH</b> or
<b>CREDIT</b>

## Remove a sale from a multiple sale

- Highlight that sale in the multiple sales menu.
- Press **ENTER**.

Remove sale
Highlight sale
<b>ENTER</b>



## Print a Receipt

Select the sale and press

<b>Print a receipt</b>
Select the sale
<input type="button" value="PRINT"/>

## Control the Drawer

### Open drawer, no sale

Press

*Note: Drawer will not operate if printer is in an error state!*

<b>No sale</b>
<input type="button" value="NO SALE"/>

### Do a safe drop in mid-shift

Press   , and follow the prompts

<b>Safe drop</b>
<input type="button" value="SPEC FUNC"/>
<input type="button" value="2"/>
<input type="button" value="ENTER"/>

## Access Special Functions

Any Special Function can be configured directly onto a key. Refer to Keyboard Configuration information in MDE-4356 Profit Point Reference Manual for more information.

<div> <div>off act pay 7 pumps log</div> <div>Special Functions</div> <div> Enter code <input type="text"/> or select from menu </div> <div> 0 Exit to main menu  1 <b>Cashier sign on/off</b>  2 Record safe drop  3 Load drawer total  4 Record unpaid completion (drive away)  5 Make payout sale  6 Reverse selected sale  7 Make return sale  9 Pay multiple sales  11 Load authorization number for selected sale </div> </div>	<div> Mon: Mar 4 11:04  User 1 Shift 1 </div> <div> <b>7</b>   <b>WORKING SALE</b>  <b>CASH</b> </div> <table> <tr> <th>curr</th> <th>Payable</th> </tr> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td colspan="2">DIESEL...\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>.\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>.\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>.\$2.09</td> </tr> <tr> <td colspan="2">entry in progress</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>.\$1.44</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$43.68</b></td> </tr> </table>	curr	Payable	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...\$28.37		Cigarettes	.\$9.80	6 Pac Coke	.\$1.98	Reg Fritos	.\$2.09	entry in progress		Subtotal..	\$42.24	Sales Tax	.\$1.44	<b>Total</b>	<b>\$43.68</b>
curr	Payable																						
25.132G	\$1.129																						
DIESEL	\$28.37																						
DIESEL...\$28.37																							
Cigarettes	.\$9.80																						
6 Pac Coke	.\$1.98																						
Reg Fritos	.\$2.09																						
entry in progress																							
Subtotal..	\$42.24																						
Sales Tax	.\$1.44																						
<b>Total</b>	<b>\$43.68</b>																						

**List and select a special function**

To see the list of special functions, press **[SPEC FUNC]**.  
 You select a special function by entering the function's number or using the arrow keys to highlight that function, then pressing **[ENTER]**.

Select Special Function
<b>[SPEC FUNC]</b>
Enter number
<b>[ENTER]</b>

The special functions are:

- 0 — **Exit to main menu** — Leave point-of-sale operations and go to the Profit Point main menu.
- 1 — **Cashier sign on/off** — Clerk signs on/off the Profit Point.
- 2 — **Record safe drop** — Use during a shift to reduce cash drawer balance when you make a deposit. Discussed in [“Clerk Menu” on page 73](#).
- 3 — **Load drawer total** — Use to load a beginning balance in your cash drawer.
- 4 — **Record unpaid completion (drive away)** — Use to complete a sale when you have a drive away.
- 5 — **Make payout sale** — Use to account for reduced cash drawer balance when you pay cash out to vendors or for refunding deposits.
- 6 — **Reverse selected sale** — Use when a sale has been paid, and you need to change method of payment or add items.
- 7 — **Make return sale** — Use to refund payment when you are accepting a return.
- 9 — **Pay multiple sales** — Allows you to combine two or more payable sales into one.
- 11 — **Load authorization number for selected sale** — Use to enter the authorization number that will complete a previously authorized sale.
- 12 — **Apply offroad discount to selected sale** — Use to ring up off-road fuel sales, which in most states have different tax rates.
- 13 — **Reverse sale if unpaid** — Use to reverse an unpaid transaction.
- 30 — **Enter site command mode** — Enters Site Controller command mode.

You can create files with the sixteen CON??.CMD names, five of which are shown under 31-35. You can then access those files by entering the appropriate number between 31-35 and pressing **[SPEC FUNC]**. This procedure allows you to execute five Site Controller command files from the Profit Point. Special function 36 allows you to execute any Site Controller command file or command from the Profit Point.

- 31 — **User defined function (con01)** — Executes the Site Controller's user-defined command file CON01.CMD. Under the shift-change package's default configuration, this file loads the first shift.

32 — **User defined function (con02)** — Executes the Site Controller's user-defined command file CON02.CMD. Under the shift-change package's default configuration, this file loads the next shift.

33 — **User defined function (con03)** — Executes the Site Controller's user-defined command file CON03.CMD. Under the shift-change package's default configuration, this file does a final safedrop and prints the shift report.

34 — **User defined function (con04)** — Executes the Site Controller's user-defined command file CON04.CMD. Under the shift-change package's default configuration, this file regenerates the last end-of-day report.

35 — **User defined function (con05)** — Executes the Site Controller's user-defined command file CON05.CMD. Under the shift-change package's default configuration, this file compiles the site status.

36 — **Execute remote command** — Lets you run any Site Controller command file or command from the Profit Point.

37 — **Download site configuration** — Executes the Site Controller's POS.CMD file. (See [“File Transfer” on page 69.](#))

50 — **Enter training mode** — Discussed in [“Training Mode \(Special Function 50\)” on page 47.](#)

51 — **Enter stand-alone mode** — Discussed in [“Stand-alone Mode \(Special Function 51\)” on page 47.](#)

52 — **Show communications** — Communications monitor. Displays the communications monitor, which is a log of communications between the Site Controller and Profit Point. Press  to return to the normal display.

53 — **Communications monitor OFF [ON]** — Special function 52 activates the communications monitor, which may slow down other processes on the Profit Point. This function turns the monitor off/on.

54 — **End the day and print report** — Discussed in [“Clerk Menu” on page 73.](#)

55 — **End the shift and print report** — Discussed in [“Clerk Menu” on page 73.](#)

56 — **User defined menu** — Discussed in the CONFIG.POS file in the *Point of Sale and Shift Change* manual.

57 — **User defined menu** — Discussed in the CONFIG.POS file in the *Point of Sale and Shift Change* manual.

58 — **Manager menu** — Discussed in [“Manager Menu” on page 79.](#)

- 59 — **File transfer menu** — Discussed in [“File Transfer” on page 69](#).
- 60 — **Execute local command** — Lets you execute any DOS command or executable file on the Profit Point, provided you have enough free memory.
- 61 — **Execute PP01** — Lets you execute a user-defined file named PP01.BAT (or .EXE or .COM) on the Profit Point.
- 62 — **Execute PP02** — Lets you execute a user-defined file named PP02.BAT (or .EXE or .COM) on the Profit Point.
- 63 — **Execute PP03** — Lets you execute a user-defined file named PP03.BAT (or .EXE or .COM) on the Profit Point.
- 64 — **Execute PP04** — Lets you execute a user-defined file named PP04.BAT (or .EXE or .COM) on the Profit Point.
- 65 — **Execute PP05** — Lets you execute a user-defined file named PP05.BAT (or .EXE or .COM) on the Profit Point.
- 66 — **Enter fuel amount for selected sale** — Lets you ring up sales if a pump is down.
- 67 — **Assign patron number for cash sale** — Lets you enter a patron number or patron card when ringing up a cash sale.
- 68 — **Special network card types** — Accepts special credit or debit cards, such as Petrofina, Diamond Shamrock, Wright Express, Citgo, or Texaco.
- 69 — **Discounts** — Lets you ring up a sale at a special discount, such as 10% off for employees.
- 70 — **Clerk menu** — Discussed in [“Clerk Menu” on page 73](#).
- 71 — **User defined menu** — Discussed in the CONFIG.POS file in the *Point of Sale and Shift Change* manual.
- 72 — **Count cash in drawer** — Discussed in [“Clerk Menu” on page 73](#).
- 73 — **Count cash in drawer** (open drawer first) — Discussed in [“Clerk Menu” on page 73](#).

To return to operations from the special functions list, press .

## Training Mode (Special Function 50)

Training mode allows a new operator to practice ringing up different types of sales. In training mode the Profit Point is 'off-line,' but it simulates normal operations, such as off-hook requests and fuel pumping. Except for some of the special functions, all of the Profit Point's features are available in training mode.

(Note that there is a configuration option to speed up or slow down training mode speed. See MDE-4356 Profit Point Reference Manual for details.)

### Exit training mode

To return to regular Profit Point operations from training mode, press **SPEC FUNC** **0** **ENTER**.

Exit training
<b>SPEC FUNC</b>
<b>0</b>
<b>ENTER</b>

## Stand-alone Mode (Special Function 51)

In those infrequent situations where the Site Controller is not working, but the pumps can still operate manually, you can use the Profit Point's stand-alone mode to continue operations at your site.

### Manual pump mode

Put all the pumps in manual mode (see the documentation that came with the pumps), and put the Profit Point in stand-alone mode, press **SPEC FUNC** **51** **ENTER**.

Ring up fuel sales by pressing the appropriate pump key, then press **PUMP DOWN** or select special function 66, and follow the prompts. You can add merchandise to fuel sales and ring up merchandise-only sales in the normal way.

Manual pump
<b>SPEC FUNC</b>
<b>51</b>
<b>ENTER</b>
<b>P#</b>
<b>PUMP DOWN</b>

## Pay Off Sale from a Customer List (Special Function 60)

You can pay off a sale using a customer card list using an assigned CUST key or Special Function 60. At the prompt, enter CUST for cash or patron number or CUST -c for credit card and the list of customers with their phone numbers and account numbers will open. Select a name by either entering the last name or the phone number. As you type in the letters/numbers, the list will sort to the closest match. When the cursor is on the correct name press **ENTER** and the account number will be entered into this sale. Finish paying off the sale either cash or credit, the account number will be entered into the sale automatically.

You may need to enter an expiration date. Enter the date as MMYYY.

Enter name \_\_\_\_\_ Or enter phone number (last 4 digits OK)

ABBOT	FRED	723-1234	456123987
ABBOT	PAUL	768-5432	162040124
BIXLEY	DAVID	654-8769	1423094U5
CANN	MARY	987-3947	321456670
.			
.			
.			

Use UP, DOWN, PAGE UP, PAGE DOWN, HOME, END. Press CLEAR MENU to exit

Pay off sale from customer list - cash or patron

Press assigned key or **SPEC FUNC** 60 **ENTER**.  
Enter: CUST  
Select by name or phone number or arrow keys moving the cursor.  
Press **ENTER** to enter the number in the sale.  
Finish paying off sale.

List sale - cash

**SPEC FUNC** 60

**ENTER**

CUST **ENTER**

Select name

**ENTER**

Pay off sale from customer list - credit

Press assigned key or **SPEC FUNC** 60 **ENTER**.  
Enter the CUST -c  
Select by name or phone number or arrow keys moving the cursor. Press **ENTER** to enter the number.  
Enter expiration date when prompted.  
Finish the credit sale.

List sale - credit

**SPEC FUNC** 60

**ENTER**

CUST -c **ENTER**

Select name **ENTER**

Enter expiration date

Enter a Patron Number on a Cash Sale

Using a patron key

If you have a **PATRON** key, at payment time, press **PATRON**, swipe card or enter number and press **ENTER**, then **CASH**.  
If you do not have a **PATRON** key, you can use special function 67 for this purpose or special function 60 to look up the number.  
Note that patron numbers can be used only on **cash** sales.

Patron key

**PATRON**

Swipe card

**ENTER**

**CASH**

## 7 – Postpay Fuel Sales

This chapter shows you how to handle sales where payment is accepted after the fuel is pumped. It explains how to:

- Start a pump, postpay
- Display postpay sale total

### Start a Pump, Postpay

#### Normal start

To start pumping, press  and then . This is the normal postpay (pay after pumping) operation.

Start Pumping
<input type="text" value="P#"/>
<input type="text" value="START"/>

#### Offhook

When pump is offhook, press , repeat, and then .

Offhook
<input type="text" value="OFFHOOK"/>
<input type="text" value="START"/>

#### Start pump with preset dollars

Press pump number () or press , repeat if necessary, the dollar amount, and then .

Preset \$
<input type="text" value="P#"/>
\$ amount
<input type="text" value="START"/>

#### Start pump with preset volume

Press pump number () or press , repeat if necessary, press   (twice), enter the number of gallons, and then press .

Note that the  key toggles between dollar or volume amounts.

Preset volume
<input type="text" value="P#"/>
<input type="text" value="PRESET"/>
<input type="text" value="PRESET"/>
# of gallons
<input type="text" value="START"/>

### Display Postpay Sale Total

Display active sale total at selected price level select the sale  or .

After viewing the sale, press .

Display total
<input type="text" value="CASH"/> or
<input type="text" value="CREDIT"/>
<input type="text" value="CLEAR MENU"/>





## 8 – Prepay Fuel Sales

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This chapter shows you how to handle sales where payment is accepted before the fuel is pumped. It explains how to:

- Start a pump, prepay
- Return change for a completed prepaid cash sale

# Start a Pump, Prepay

## Cash, fuel only

In the following instruction, note that the **PREPAY** key is, in effect, a 'short-cut' way to ring up a cash sale when there is no change due—such as when a customer walks up to the counter, puts down \$10, and says he wants \$10 worth of gas.

Enter **P#**, **PREPAY**, enter the dollar amount to be pumped. Press the **START** key, put cash in drawer, and close drawer.

Another option is using the preset key.

**P#**, **PREPAY**, enter the dollar amount to be pumped, press **CASH**, enter the dollars received, press **START**, put cash in drawer, (give change), and close drawer

## Cash, fuel only

**P#**

**PREPAY**

\$ amount

**START**

## Credit, fuel only

Enter **P#**, **PRESET**, and **CREDIT**.

Swipe card, wait for **APPROVED** message and follow prompts (if denied, pay off another way), then press **START**.

## Credit, fuel only

**P#**

**PRESET**

**CREDIT**

Swipe card

**START**

## Cash, with merchandise

Ring up merchandise. Press **ADD FUEL**. Press **P#** **PRESET** and the dollar amount to be pumped, then **ENTER**.

**CASH** enter dollars received and press **START**. Put cash in drawer, (give change), close drawer.

## Cash, Fuel + Merch.

Ring merchandise

**ADD FUEL**

**P#**

**PRESET**

Enter \$ amount

**ENTER**

**CASH**

Enter cash received

**START**

## Credit, with merchandise

Ring up merchandise. Press **ADD FUEL**. Press **P#** **PRESET** and the dollar amount to be pumped, then **ENTER**.

**CREDIT** swipe card, wait for **APPROVED** message (if denied, pay off another way) and press **START**.

## Credit, Fuel + Merch.

Ring merchandise

**ADD FUEL**

**P#**

**PRESET**

Enter \$ amount

**ENTER**

**CREDIT**

Swipe card

**START**

**Cash - Preset dollars or volume with merchandise option**

Press   and the dollar amount or number of gallons to be pumped, then  and . Ring up merchandise.

Press . Enter the dollar amount received and press . Return change, if any, and close drawer.

**Cash - Preset + Merch.**

Enter amount

Ring merchandise

**Credit - Preset dollars or volume with merchandise option**

Press   and the dollar amount or number of gallons to be pumped, then  and . Ring up merchandise.

Press  and swipe card, wait for **APPROVED** message (if denied, pay off another way) and press .

**Credit - Preset + Merch.**

Enter amount

Ring merchandise

Swipe card

**Return change for completed prepaid cash sale**

Select the sale, press  and , return the change and close the drawer.

**Return change**

Select the sale



## 9 – Merchandise Sales

This chapter shows you how to handle merchandise sales. It explains how to:

- Start a merchandise sale
- Scan items
- Add items to a sale
- Add fuel to a merchandise sale
- Interrupt a sale, start a pump, and return to the sale

*Note: Optional steps are in parentheses ( ).*

### Start a Merchandise Sale

Start a merchandise sale by pressing  or  
If there is no working sale, simply start ringing up the items.

<b>Merchandise</b>
<input type="button" value="NEW MDSE"/>

### Scan Items

The easiest way to ring up merchandise items is to use a scanner, if your site has one. A scanner works by reading an item's UPC (Universal Product Code). UPCs are the parallel bars (usually black) of various narrow widths that are printed on light backgrounds on most items sold.

*Note: If the scanned item is not in the PLU file, a receipt is printed to be given by the cashier to the manager of the PLU file. The manager of the PLU file accesses PLU Maintenance, Add Entries, UPC Entries to add PLU information. See MDE-4356 Profit Point Reference Manual for more information.*

There are three types of scanners:

- a stationary unit, which is used by passing the UPC over a window in the unit so that the scanner's beam (which is usually red) falls on the UPC
- a wand unit, which is used by aiming the wand at the UPC as though the wand were a pencil and scribbled from side to side across the UPC with it
- a gun unit, which is used by aiming the beam end of the scanner so that the beam falls across the entire UPC.

The scanner beeps when it has successfully read a UPC. The Profit Point will do one of the following:

- enter the item on the sale ticket, and you can then go to the next item
- ask for size or price, which you should enter, and then you can go to the next item
- beep and display an **Unknown Item** message. In this case, use one of the procedures below, under **Add items to a sale**, to ring up the item.

If your site does not have a scanner or the scanner is not working, you can manually enter the UPC numbers into the Profit Point. Most of these numbers are at the bottom of the UPC,

though one or two may be at either side of the UPC. It is important to type all the numbers you see associated with the UPC. Then press **ENTER**. If you see an *Unknown Item* message, use one of the procedures below under *Add items to a sale* to ring up the item.

Enter UPC codes without a scanner

Press **PLU**, enter the UPC code, and press **ENTER**.

Enter UPC code
<b>PLU</b>
Enter UPC code
<b>ENTER</b>

Add Items to a Sale

Add merchandise to an existing sale

Select the sale and press **ADD ITEM**, if necessary. Then ring up the merchandise.

Add items
Select sale
<b>ADD ITEM</b>

Add item with a department key

Note that you may enter the price before or after pressing the department key.  
Press **MISC TAX**, enter the price and **ENTER** (use **X/•** for more than one) or  
Enter the price, press **X/•** (use **MISC TAX** **X/•** for more than one).

Use dept key
<b>MISC TAX</b>
enter price
<b>ENTER</b>

Add item with an item key

Press ( **SMALL** if necessary) **COKE**, (use **X/•** for more than one), or  
**COKE** ( **SMALL**) (use **X/•** for more than one) or  
(enter quantity) **COKE** ( **SMALL**) or  
(enter quantity) ( **SMALL**) **COKE**

Item key
<b>COKE</b>
<b>X/•</b> if more than one

Add scanned item

(Press **SMALL** if necessary) scan item, (use **X/•** for more than one), or  
scan item( **SMALL** if necessary) (use **X/•** for more than one) or  
(quantity) scan item ( **SMALL**) or  
(quantity) ( **SMALL**) scan item

Scanned item
Scan item
<b>X/•</b> if more than one

Add item with no assigned item or department key

Press department # or item #, **PLU** (enter price or size) (use **X/•** for more than one), or  
**PLU**, department # or item #, **ENTER** (enter price or size) (use **X/•** for more than one)

Unassigned item
Department/item #
<b>PLU</b>
<b>X/•</b> if more than one

**Add cash withdrawal**

If you have a withdrawal key

... , enter the cash amount, then

**Cash withdrawal**


Enter cash amt.

## Add Fuel to a Merchandise Sale

off	act	pay 7	pumps	log	Mon: Mar 4 11:04
Add Fuel to merchandise sale					User 1 Shift 1
<p>To add a pumped fuel item, use PAYABLE key until desired fuel sale is shown below, then press ENTER.</p> <p>To start a new pump sale, select pump and press PRESET</p>					<input type="button" value="M"/> <input type="button" value="\$"/>
<div> <div>7\$</div> <div>Diesel . . . 25.132 @ 1.129 \$28.37</div> </div> <p>Press ENTER or PRESET</p>					<b>WORKING SALE CASH</b> <input type="button" value="curr"/> <input type="button" value="Payable"/> <b>Merchandise Only</b> Cigarettes.\$9.80 6 Pac Coke.\$1.98 Reg Fritos.\$2.09 Subtotal..\$13.87 Sales Tax . \$1.44
					<b>Total \$15.31</b>

... , press   to start new fuel or

select payable fuel sale  to add to an existing fuel-only sale ...

**Add fuel**




## Interrupt a Sale, Start a Pump, and Return to the Sale

... ,  (enter \$ amount to be pumped or   enter # of gallons)

if sale was selected in payable menu or

if it was a merchandise sale

**Interrupt**



\$ amount

 **or**





# 10 – Special Procedures

This chapter shows you how to:

- Create pay-out sales
- Create refund items within sales
- Reverse a sale
- Record drive-aways

*Note: Perform the actions in (parentheses) only if necessary.*

## Create Pay-out Sales

### Cash refund on returned merchandise

or   ,

Ring up the returned items, then press  .

Refund the cash and close the drawer

### Cash refund

ring up items

### Credit refund on returned merchandise

or   ,

Ring up the returned items, then press  and swipe card. Wait for APPROVED message (if denied, give cash refund or try again later).

### Credit refund

ring up items

Swipe card

### Create a pay-out sale for vendors

. Select item (size). Enter the wholesale price and then press

(use  for identical items) (add additional items if necessary), then press  .

Payout the cash and close the drawer.

### Pay-out Vendors

Select item

Enter price

# Create Refund Items within Sales

## Create a refund item within a sale for returned items

... **REFUND** enter the dollar amount and then press **ENTER** ...  
If your Profit Point does not have a **REFUND** key, it may have a refund department—check with the manager of your site.

<b>Refund within sale</b>
... <b>REFUND</b>
<b>ENTER</b> ...

## Handle bottle returns

... **BOTTLE RETURN** or **LIST DEPT** and select Bottle Return department follow the prompts—depending on how your site is configured, you may have to enter the bottle deposit amount ...

<b>Bottle return</b>
<b>BOTTLE RETURN</b>
Enter amount

If your Profit Point does not have an item key or department especially for bottle returns, follow the instructions above on how to create a refund item within a sale for returned items.

# Reverse a Sale

Select the sale, then press **SPEC FUNC** **6** **ENTER** or **REVRS** if available.  
(swipe card again if credit sale)

<b>Reverse sale</b>
Select sale
<b>SPEC FUNC</b>
<b>6</b>
<b>ENTER</b>

# Record a Drive-away

Select the sale, then press **SPEC FUNC** **4** **ENTER** or **REVRS** if available.  
(swipe card again if credit sale)

<b>Record drive-away</b>
Select sale
<b>SPEC FUNC</b>
<b>4</b>
<b>ENTER</b>

# 11 – Real-life Examples

One of the best features of the Profit Point is its flexibility. You can start by ringing up fuel and easily add merchandise to the sale, or you can start by ringing up merchandise and easily add fuel to the sale.

There are three ways to start a new sale:

- prepay fuel (and possibly add merchandise)
- postpay fuel (and possibly add merchandise)
- merchandise (and possibly add fuel)

The following examples are based on a keyboard that has these keys:

PUMP 1	PUMP 2	PUMP 3	PUMP 4	PUMP 5	PUMP 6	PUMP 7	PUMP 8	PREV	MDSE	ALL STOP	←	→	PREV ITEM	CLEAR MENU
PUMP 9	PUMP 10	PUMP 11	PUMP 12	PUMP 13	PUMP 14	PUMP 15	PUMP 16	WRKN SALE	NEW MDSE	STOP	↓	↑	NEXT ITEM	SPEC FUNC
PUMP 17	PUMP 18	PUMP 19	PUMP 20	PUMP 21	PUMP 22	PUMP 23	PUMP 24	MGR MENU	CLERK MENU	START	OFF ROAD	NO SALE	VOID	PRINT
									LIST DEPT	REVERSE	RETURN	PREPAY	PRESET	ADD ITEM
									PLU	CLUB	FOOD STAMPS	7	8	9
									SIZES	CHECK	4	5	6	CLEAR
									EDIT	CREDIT	1	2	3	ENTER
OFF HOOK	ACTIVE	PAYABLE	PUMPS	LOG	MULTI SALES	CASH	0	00	.					

Your keyboard probably differs somewhat from this arrangement, but you can still learn from these examples.

## Scanner

The following examples were written for sites that do not have a scanner. If your site has a scanner, follow the directions below for fuel items and for paying off a sale. But after pressing **ADD ITEM** or **NEW MDSE** use the scanner to scan items rather than pressing an item key. If an item does not scan properly, you can, of course, always ring it up with the Profit Point's keys.

## Prepay Fuel

A customer parked by pump 5 comes into the store to prepay for \$10 of fuel and to buy a small coffee and a bag of chips.

**Pay for fuel, buy coffee and chips**

Press the key for pump 5.

Press **PRESET**.

Enter 10.00 and press **ENTER**.

(If the customer had wanted only fuel and no merchandise, at this point you would press either **CASH** or **CREDIT** and follow the prompts to finish the sale.)

Press **ADD ITEM**.

Press **COFF**.

Prepay with purchase
<b>P#</b>
<b>PRESET</b>
Enter 10.00
<b>ENTER</b>
<b>ADD ITEM</b>
<b>COFF</b>
<b>1</b>
<b>ENTER</b>
<b>CHIPS</b>
enter the chips price
<b>ENTER</b>
<b>CASH</b>
<b>START</b>

This display appears:

off	act	5	pay	pumps	log														
dept	item	size	price	quant															
<div> <div> <b>Coffee</b>            Press a size key            or enter size # <input type="checkbox"/>            or select from menu         </div> <div>           1 Small Coffee            2 Medium Coffee            3 Large Coffee         </div> </div>																			
<div> <div> <b>Mon: Mar 4 11:04</b>  <b>TRAINING MODE</b> </div> <div> <b>5</b> <b>\$10.00 Limit</b>  <b>WORKING SALE</b>  <b>CASH</b> </div> <div> <table border="1"> <thead> <tr> <th>curr</th> <th>Preset</th> </tr> </thead> <tbody> <tr> <td>0.000 Gal</td> <td>\$1.179</td> </tr> <tr> <td>Unleaded</td> <td>\$0.00</td> </tr> <tr> <td>Unleaded..</td> <td>\$0.00</td> </tr> <tr> <td>entry in progress</td> <td></td> </tr> <tr> <td>Subtotal..</td> <td>\$0.00</td> </tr> <tr> <td>Sales Tax</td> <td>.\$0.00</td> </tr> </tbody> </table> </div> </div>						curr	Preset	0.000 Gal	\$1.179	Unleaded	\$0.00	Unleaded..	\$0.00	entry in progress		Subtotal..	\$0.00	Sales Tax	.\$0.00
curr	Preset																		
0.000 Gal	\$1.179																		
Unleaded	\$0.00																		
Unleaded..	\$0.00																		
entry in progress																			
Subtotal..	\$0.00																		
Sales Tax	.\$0.00																		
<b>Total</b>					<b>\$0.00</b>														

Press either:

- **1** and **ENTER**
- **12 OZ SMALL** to ring up the small coffee.

The display changes to:

off act 5 <b>pay</b> pumps log					Mon: Mar 4 11:04 TRAINING MODE	
dept item size <b>price</b> quant					5  \$10.00 Limit	
Coffee \$0.49					WORKING SALE CASH	
Item ready  you still may..		+ Start next item entry + Press ENTER to see total + Press EDIT to edit item + Press CLEAR MENU to cancel			<b>curr</b> Preset 0.000 Gal\$1.179 Unleaded \$0.00 Unleaded.. \$0.00 entry in progress Subtotal.. \$0.00 Sales Tax . \$0.00	
					<b>Total \$0.00</b>	

Press **CHIPS**.

The display changes to:

off act 5 <b>pay</b> pumps log					Mon: Mar 4 11:04 TRAINING MODE	
dept item size <b>price</b> quant					5  \$10.00 Limit	
Chips					WORKING SALE CASH	
Enter unit price <input type="text"/>					<b>curr</b> Preset 0.000 Gal\$1.179 Unleaded \$0.00 Unleaded.. \$0.00 Sm Coffee \$0.49 entry in progress Subtotal.. \$0.49 Sales Tax . \$0.03	
					<b>Total \$0.52</b>	

Enter the price of the bag of chips and press **ENTER**.

Press **CASH** and collect the customer's money:

- Enter the amount received, press **ENTER**, put the money in the drawer, give the indicated change if any, and close the drawer.
- If the customer hands you the exact amount due, you can use a short-cut: press **CASH** again, put the money in the drawer, and close the drawer.

Press **START**.

# Postpay Fuel

A customer at pump 3 wants to pump fuel. When the customer lifts the pump’s nozzle, the Profit Point beeps.

Press **OFFHOOK** to acknowledge the Profit Point’s off-hook beep. If more than one pump is off hook, select pump 3:

- by pressing the key for pump 3 or
- by repeatedly pressing **OFFHOOK** until the selection box encloses 3 in the off-hook display.

Press **START**.

The customer pumps the fuel, then comes to the counter to pay for it and buy a magazine and a six-pack of soda.

Press the key for pump 3.

(If the customer had wanted only fuel and no merchandise, at this point you would press either **CASH** or **CREDIT** and follow the prompts to finish the sale.)

Press **ADD ITEM** and **MAGAZ**.

Postpay fuel

OFFHOOK

P#

START

ADD ITEM

MAGAZ

Enter magazine price

ENTER

CAN SODA

2

ENTER

CREDIT

If approved

ENTER

This display appears:

off	act	pay 3	pumps	log	Mon: Mar 4 11:04
dept	item	size	price	quant	TRAINING MODE
<div>Magazines</div> <div>Enter unit price</div> <div></div>					3  WORKING SALE CASH
					<div>curr Payable</div> <div>4.871Gal \$1.129</div> <div>Diesel #2 \$5.50</div> <div>Diesel #2 \$5.50</div> <div>entry in progress</div> <div>Subtotal.. \$5.50</div> <div>Sales Tax . \$0.00</div> <div>Total \$5.50</div>

Enter the magazine’s price, and press **ENTER**.

Press **CAN SODA**.

This display appears:

off act pay 3 pumps log					Mon: Mar 4 11:04	
dept item size price quant					TRAINING MODE	
<div>Pop</div> <div>Press a size key or enter size # <input type="text"/> or select from menu</div> <div> 1 Can Pop  2 SixPack Cans </div>					3 \$ <b>WORKING SALE CASH</b> curr Payable 4.871Gal \$1.129 Diesel #2 \$5.50 Diesel #2 \$5.50 Magazines..\$2.95 entry in progress Subtotal.. \$8.45 Sales Tax . \$0.23 <b>Total \$8.68</b>	

Press either:

- and
- (in this case, you can press  to designate a six-pack because **SixPack Cans** on the menu is preceded by a 2 and  is the second size key).

The customer holds out a credit card for payment. Press  and slide the card through the Profit Point's reader.

If your site requires a PIN, have the customer enter his PIN number.

When the **APPROVED** message appears on the screen, press . (If the card is not approved, finish the sale with another form of payment.)

If your site requires signed receipts for card use, press  to get a receipt from the printer attached to the Profit Point.

## Merchandise

A customer comes to the counter with a muffin, a deli sandwich, and two cans of oil.

Press , , .

Enter the deli sandwich's price, and press .

Press . Enter the price of the can of oil and press . Since the customer is buying two identical cans of oil, press  once to add the second can to the ticket.

(If the customer had wanted only merchandise and no fuel, at this point you would press either  or  and follow the prompts to finish the sale.)

<b>Merchandise</b>
<input type="text" value="NEW MDSE"/>
<input type="text" value="MUFFIN"/>
<input type="text" value="DELI"/>
<input type="text" value="ENTER"/>
<input type="text" value="OIL &amp; ADDI"/>
<input type="text" value="ENTER"/>
<input type="text" value="X / •"/>
<input type="text" value="ENTER"/>
<input type="text" value="CASH"/>

Adding Fuel to a Merchandise Sale—Not Yet Pumped

The customer says she would also like ten gallons of gas on pump 4.

Press **ADD FUEL** .  
Press the key for pump 4.  
Press **PRESET** . Press **PRESET** again to change the quantity from dollars to gallons.  
Enter 10.00 and press **ENTER** .  
Press **CASH** or **CREDIT** to prepay the sale.  
Press **START** .

Merch + Prepay

ADD FUEL

4

PRESET

PRESET

10.00

ENTER

CASH

START

Adding Fuel to a Merchandise Sale—Already Pumped

The customer says she has already pumped gas from pump 7.

Press **ADD FUEL** .

Merch + Postpay

ADD FUEL

PAYABLE

ENTER

CASH

START

This display appears.

off act pay 1 pumps log

Add Fuel to merchandise sale

To add a pumped fuel item, use PAYABLE key until desired fuel sale is shown below, then press ENTER.

To start a new pump sale, select pump and press PRESET

1\$ Diesel . . . 25.132 @ 1.129 \$28.37

Press ENTER or PRESET

Mon: Mar 4 11:04

User 1 Shift 1

M\$

WORKING SALE

CASH

curr Payable

Merchandise Only

Muffin... \$0.99

Deli.... \$1.95

Oil 2@1.45 \$2.90

Subtotal.. \$5.84

Sales Tax . \$0.22

Total \$6.06

Press **PAYABLE** until the sale on pump 7 appears, then press **ENTER** .



The display changes to:

off act pay 7 pumps log				Mon: Mar 4 11:04 User 1 Shift 1	
7 \$ M	Diesel . . .	25.132 @ 1.129	\$34.43		
12 0	Premium . .	21.028 @ 1.359	\$28.57		
3 \$	curr Diesel . . .	73.823 @ 1.129	\$83.35		
3 \$	prev Diesel . . .	73.823 @ 1.129	\$83.35		
M \$	Merchandise only . . .		\$17.63		
25.132 Gal Diesel @ \$1.129 \$28.37				Total \$34.43	

7 \$ WORKING SALE CASH	
curr	Payable
25.132G	\$1.129
DIESEL	\$28.37
Diesel	\$28.37
Muffin...	\$0.99
Deli....	\$1.95
Oil 2@1.45	\$2.90
Subtotal..	\$34.21
Sales Tax	.\$0.22

Press  or  and follow the prompts to finish the sale.



# 12 – File Transfer

Profit Points and the Site Controller can transfer files back and forth among themselves.

## File Transfer at the Profit Point

Before transferring files, make sure the Site Controller and all Profit Points involved are turned on and connected to each other on the RS-485/422 loop.

To initiate file transfer on the Profit Point, press

**SPEC FUNC** **5** **9** **ENTER** to display the file transfer menu, which looks like this:

File transfer
<b>SPEC FUNC</b>
<b>5</b>
<b>9</b>
<b>ENTER</b>

off act pay pumps log	Mon: Mar 4 11:04																								
File transfer menu	User 1 Shift 1																								
<p>Copy Site Controller file to Profit Point file</p> <p>Select from menu <input type="checkbox"/> then press ENTER</p> <p>0 Return to selling mode</p> <p><b>1 Change source and destination file names</b></p> <p>2 Start file transfer</p> <p>3 Restart file transfer</p> <p>4 Stop file transfer in progress</p>	<p><b>7</b> Pump idle</p> <p><b>CASH</b></p> <table border="1"> <thead> <tr> <th>Curr</th> <th>Paid</th> </tr> </thead> <tbody> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td>DIESEL...</td> <td>\$28.37</td> </tr> <tr> <td>Cigarettes</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos</td> <td>\$2.09</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>\$.144</td> </tr> <tr> <td>Total ...</td> <td>\$43.68</td> </tr> <tr> <td>Paid ....</td> <td>\$50.00</td> </tr> <tr> <td>Change ..</td> <td>\$6.32</td> </tr> </tbody> </table>	Curr	Paid	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...	\$28.37	Cigarettes	\$9.80	6 Pac Coke	\$1.98	Reg Fritos	\$2.09	Subtotal..	\$42.24	Sales Tax	\$.144	Total ...	\$43.68	Paid ....	\$50.00	Change ..	\$6.32
Curr	Paid																								
25.132G	\$1.129																								
DIESEL	\$28.37																								
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Subtotal..	\$42.24																								
Sales Tax	\$.144																								
Total ...	\$43.68																								
Paid ....	\$50.00																								
Change ..	\$6.32																								

### 0. Return to selling mode

If you press **0** **ENTER** while the file transfer menu is displayed, the Profit Point returns to selling mode.

### 1. Change source and destination file names

Press **1** and **ENTER** to see the display that lets you designate the file you want to transfer and the name you want to save it under. The display looks like this:

off act pay pumps log	Mon: Mar 4 11:04 User 1 Shift 1																								
Loading source and destination file names	7  Pump idle																								
Press ENTER to accept entry as shown or press CLEAR to change, enter new name, and press ENTER  Local file name: Remote device: Site Controller Remote file name: Direction: From remote device to Profit Point	<b>CASH</b> <table border="1"> <thead> <tr> <th>curr</th> <th>Paid</th> </tr> </thead> <tbody> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td colspan="2">DIESEL...\$28.37</td> </tr> <tr> <td>Cigarettes.</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke.</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos.</td> <td>\$2.09</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>.\$1.44</td> </tr> <tr> <td colspan="2">Total ... \$43.68</td> </tr> <tr> <td colspan="2">Paid .... \$50.00</td> </tr> <tr> <td colspan="2">Change .. \$6.32</td> </tr> </tbody> </table>	curr	Paid	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...\$28.37		Cigarettes.	\$9.80	6 Pac Coke.	\$1.98	Reg Fritos.	\$2.09	Subtotal..	\$42.24	Sales Tax	.\$1.44	Total ... \$43.68		Paid .... \$50.00		Change .. \$6.32	
curr	Paid																								
25.132G	\$1.129																								
DIESEL	\$28.37																								
DIESEL...\$28.37																									
Cigarettes.	\$9.80																								
6 Pac Coke.	\$1.98																								
Reg Fritos.	\$2.09																								
Subtotal..	\$42.24																								
Sales Tax	.\$1.44																								
Total ... \$43.68																									
Paid .... \$50.00																									
Change .. \$6.32																									

As you will see, this display also lets you change the remote device and the direction of transfer.

At each of the four lines, you can press **ENTER** to accept the displayed entry and go on to the next. Or, press **CLEAR** to erase the displayed entry, type a new entry, and press **ENTER** to accept your change. If you press **CLEAR** on the **Direction** line, the display toggles between **From Profit Point to remote device** and **From remote device to Profit Point**.

When you press **ENTER** while the **Direction** line is selected, the display returns to the file transfer menu.

You can use the **↑** and **↓** keys to move up and down between the four entries.

## 2. Start file transfer

Press **2** and **ENTER** to start the file transfer.

If the transfer is successful, on the third line of the file transfer menu (below the lines showing the names of the Site Controller and Profit Point files), you will see a percentage display showing how much of the file has been transferred. When the transfer is complete, that line will display **File transfer completed** and show the size of the transferred file.

If the transfer is not successful, the third line of the file transfer menu will display a self-explanatory message—**Write error, Timed out, File not found**, etc.—on why the transfer failed. If the error condition occurred on the Site Controller or the other Profit Point, the message will be preceded by Remote, for remote device. Correct the situation, and try the transfer again.

## 3. Restart file transfer

If a file transfer is partially completed before it fails or you stop the process, you can press **3** and **ENTER** to restart the transfer at the point where it was halted.

## 4. Stop file transfer in progress

If you press **4** and **ENTER** to cancel a file transfer that is in progress, the message *Stopped:*

“*User cancel*” is displayed, along with the percentage of the file that was transferred before you stopped the process.

## From Profit Point to Profit Point

You can send and receive files between Profit Points that are connected to the same RS-485/422 loop. To do so, follow the instructions above, but change the name of the remote device from Site Controller to the designation for the other Profit Point (C1 for Profit Point #1, C2 for Profit Point #2, etc.).

## File Transfer at the Site Controller

### The SEND FILE Command

Before transferring files, make sure the Site Controller and all Profit Points involved are turned on and connected to each other on the RS-485/422 loop.

The command SEND FILE lets you do one of the following:

- send a file from the Site Controller to one or more Profit Points
- receive a file on the Site Controller from a Profit Point
- transfer a file between Profit Points.

The command looks like this (square brackets enclose optional elements; S stands for source, and D stands for destination):

SEND FILE[;A] [mode] S-device S-filename D-device [D-device . . .] [D-filename]

The A option causes the command to run in the background. It returns a prompt immediately, without waiting for the transfer to finish. A message appears when one of these situations is encountered:

- transaction in progress
- bad data input
- command failed (only if unable to start A option)
- succeeded (if the A option process was started; it might fail later during execution)

*Mode* stands for transfer mode. It is a single-digit number or the letter e (9 is the default). Only one mode is allowed at a time. Modes are:

- 1 overwrite only (send the file only if the file already exists)
- 3 resume prior send, abort if file does not exist
- 4 do not overwrite, do not make directory
- 5 overwrite ok, do not make directory
- 8 do not overwrite, ok to make directory
- 9 overwrite ok, ok to make directory
- e execute transferred file on destination device (Profit Point only)

For *S-device*, substitute one of the following:

- S Site Controller
- C1 Profit Point #1
- C2 Profit Point #2; etc.

In place of *S-filename*, insert the name (including the path) of the file to be sent.

For *D-device*, substitute one of the following:

S Site Controller  
C\* all Profit Points  
C1 Profit Point #1  
C2 Profit Point #2  
C1C2 Profit Points 1 and 2; etc.

In place of D-filename, insert a new name (and, optionally, the path) if you want the transferred file to have a name different from the source file's name.

*Note: Use forward slashes (/) in path names. Case is not significant in the command or its arguments.*

## The SEND COMMAND Command

Besides transferring files, you can also send commands from the Site Controller to one or more Profit Points. (Note that you cannot send commands from a Profit Point to the Site Controller.)

Use SEND COMMAND to send a command from the Site Controller. When the sent command is received by the Profit Point, it is automatically executed by that Profit Point.

Note that this command does not send a command file to the Profit Point. Instead, it instructs the Profit Point to execute one or more of the commands that already reside on the Profit Point. These commands include the DOS commands, as well as whatever .BAT, .COM, and .EXE files you might have added to the Profit Point.

The command looks like this:

SEND COMMAND *device command*

For *device*, substitute one of the following:

C\* all Profit Points  
C1 Profit Point #1  
C2 Profit Point #2; etc.

For *command*, substitute any of the commands you can enter at a DOS prompt—for example, DIR or DEL *filename*.

## POS.CMD File

The POS.CMD file is a Site Controller command file, with two purposes:

- It copies the site's configuration—pumps, products, prices, etc.—to the Profit Point for use when the Profit Point is in stand-alone mode.
- It automatically copies department information—price, name, price floor and ceiling, allowability of price override—from the Site Controller to the Profit Point. This ensures that identical information is available throughout your site.

*Note: Be careful in making department changes. If you make department-information changes on the Profit Point and do not make the same changes on the Site Controller, the Site Controller's outdated information will overwrite the changes on the Profit Point the next time you execute the POS command. This probably is not what you want.*

# 13 – Clerk Menu

The Clerk Menu is the place where cashiers and managers go to print reports during the normal course of business.

*Note: If a report has been discarded ~ OR ~ a problem occurs while trying to print a report (such as printer jam, out of paper, etc.), clear the problem and go to “[Manager Menu](#)” on page 79 to print the report.*

off act pay pumps log	Mon: Mar 4 11:04 User 1 Shift 1																								
Clerk menu																									
Select from menu <input type="checkbox"/> then press enter																									
0 Return to selling mode 1 End the day and print report 2 End the shift and print report 3 Record safe drop 4 Add change to drawer 5 Load starting drawer balance 6 Count cash in drawer 7 Record cash in drawer and final safe drop 8 Reprint last report 9 Reprint end-of-day report																									
7  Pump idle <b>CASH</b> <table border="1"> <thead> <tr> <th>Curr</th> <th>Paid</th> </tr> </thead> <tbody> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td>DIESEL....</td> <td>\$28.37</td> </tr> <tr> <td>Cigarettes.</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke.</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos.</td> <td>\$2.09</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>\$.144</td> </tr> <tr> <td>Total ...</td> <td>\$43.68</td> </tr> <tr> <td>Paid ....</td> <td>\$50.00</td> </tr> <tr> <td>Change ..</td> <td>\$6.32</td> </tr> </tbody> </table>		Curr	Paid	25.132G	\$1.129	DIESEL	\$28.37	DIESEL....	\$28.37	Cigarettes.	\$9.80	6 Pac Coke.	\$1.98	Reg Fritos.	\$2.09	Subtotal..	\$42.24	Sales Tax	\$.144	Total ...	\$43.68	Paid ....	\$50.00	Change ..	\$6.32
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Change ..	\$6.32																								

## Clerk Menu

Press **CLERK MENU** (or, if your Profit Point does not have that key, press **SPEC FUNC** **7** **0** **ENTER**) to see the clerk menu.

### See Clerk Menu

**CLERK MENU**

## 0. Return to selling mode

When you have finished with the clerk menu, press **0** and **ENTER** to return to regular Profit Point operations.

### Return to selling

**0**

**ENTER**

## 1. End the day and print a report

At the clerk menu, press **1** **ENTER** to generate an end-of-shift report on the last shift at each Profit Point and an end-of-day report for the whole site.

This prompt appears: *End the day and print report? Press ENTER to continue.*

Press **CLEAR** to cancel. When you press **ENTER** the Profit Point begins day-closing functions. If necessary, you will be asked to pay off any pending sales.

### End day report

**1**

**ENTER**

**ENTER**

When the end-of-day functions are complete and the reports are being printed, this prompt appears: *End of day complete. OK to begin selling.*

The reports that are generated cover fuel sales, merchandise sales, sales adjustments, system tender totals, exceptions (such as voids and reversals), sales analysis, average-sale figures,

card processing, and drawer accounting. You cannot change these categories, but you can add and delete the reports' fuel and merchandise items through the Alter utility, which is discussed in the *Point of Sale and Shift Change* manual.

This function is also available on the POS special functions menu as function 54. The Site Controller file that executes this function is NEXTDAY.CMD.

## 2. End the shift and print report

At the clerk menu, press   to generate a report on the last shift at the Profit Point where this menu selection is made. Ending the shift also signs off the last clerk and prompts for signing on a new clerk.

This prompt appears: *End the shift and print report? Press ENTER to continue.*

Press *CLEAR* to cancel. When you press  the next prompt directs you to *Change drawer now*, followed by a request for the new clerk's ID and password.

End shift report
<input type="text" value="2"/>
<input type="button" value="ENTER"/>
<input type="button" value="ENTER"/>

The end-of-shift report covers fuel sales, merchandise sales, sales adjustments, system tender totals, exceptions (such as voids and reversals), sales analysis, average-sale figures, card processing, and drawer accounting. You cannot change these categories, but you can add and delete the report's fuel and merchandise items through the Alter utility, which is discussed in the *Point of Sale and Shift Change* manual.

This function is also available on the POS special functions menu as function 55. The Site Controller file that executes this function is NEXTSHFT.CMD.

## 3. Record safe drop

At the clerk menu, press   to record the amount being put in a safe. This prompt appears: *Record safe drop? Press ENTER to continue. Press CLEAR to cancel.* When you press  you are prompted to enter the drop amount. (Note that you need to enter the decimal point.) After you enter the amount, the Profit Point asks you to confirm it or to re-enter it.

Record safe drop
<input type="text" value="3"/>
<input type="button" value="ENTER"/>
<input type="button" value="ENTER"/>

The amount is recorded as an entry in the JOURNAL.LOG file. This amount shows up in drawer accounting in shift reports, but it is not included in the end-of-day report.

This function is also available on the POS special functions menu as function 2. The Site Controller file that executes this function is SAFEDROP.CMD.



**4. Add change to drawer**

At the clerk menu, press **4** **ENTER** to add change to the cash drawer.  
 This prompt appears: *Add change to drawer? Press ENTER to continue. Press CLEAR to cancel.* When you press **ENTER**, cash drawer opens and you are prompted to Enter change amount. (Note that you need to enter the decimal point.) After you enter the amount, the Profit Point asks you to confirm it or to re-enter it. Then you are asked to press **ENTER** to continue with normal Profit Point selling operations. Then *close cash drawer* message appears.

The Site Controller file that executes this function is ADDDRAWER.CMD.

**Add change to drawer**

**4**  
**ENTER**  
**ENTER**

**5. Load starting drawer balance**

At the clerk menu, press **5** **ENTER** to record the amount in the cash drawer at the beginning of a shift.  
 This prompt appears: *Load starting drawer balance? Press ENTER to continue. Press CLEAR to cancel.* When you press **ENTER** you are prompted to Load drawer. Enter the starting amount. (Note that you need to enter the decimal point.) After you enter the amount, the Profit Point asks you to confirm it or to re-enter it. Then you are asked to press **ENTER** to continue with normal Profit Point selling operations.

The Site Controller file that executes this function is LDDRAWER.CMD.

**Load starting balance**

**5**  
**ENTER**  
**ENTER**

**6. Count cash in drawer**

At the clerk menu, press **6** **ENTER** to itemize the number of each denomination of coins and bills in the cash drawer. The itemization display looks like this:

**Count cash**

**6**  
**ENTER**  
**ENTER**

off	act	pay	pumps	log
Itemize the cash drawer contents below				
0	Pennies	\$0.00		
0	Nickels	\$0.00		
0	Dimes	\$0.00		
0	Quarters	\$0.00		
0	\$1 bills	\$0.00		
0	\$5 bills	\$0.00		
0	\$10 bills	\$0.00		
0	\$20 bills	\$0.00		
0	\$50 bills	\$0.00		
	Other (\$ amount)	\$0.00		
	Total	\$0.00		
	Print and clear			

Mon: Mar 4 11:04  
 User 1 Shift 1  
**7** Pump idle  
**CASH**  
 curr Paid  
 25.132G \$1.129  
 DIESEL \$28.37  
 DIESEL...\$28.37  
 Cigarettes.\$9.80  
 6 Pac Coke.\$1.98  
 Reg Fritos.\$2.09  
 Subtotal..\$42.24  
 Sales Tax .\$.144  
 Total ... \$43.68  
 Paid .... \$50.00  
 Change .. \$6.32

Enter the number of each denomination—for example, 23 pennies, 78 nickels, 34 dimes, etc. When you press **ENTER** after each entry, the Profit Point automatically selects the next entry on the next line. Note that the Profit Point keeps a running total as you make your entries.

When you press **ENTER** at the bottom Print and clear line, the Profit Point prints a report on the local receipt printer (if one is attached to the Profit Point) and returns you to the default display.

For Profit Point #1, the cash drawer report is automatically saved on the Site Controller in a file named DRAWER1.POS. Profit Point #2's file is DRAWER2.POS, etc. These files may be included in shift reports or printed on the log.

This function is also available on the POS special functions menu as function 72.

#### 7. Record cash in drawer and final safe drop

At the clerk menu, press **7** **ENTER** to record the cash in the drawer and do a final safe drop for the shift or day.

Record cash
<b>7</b>
<b>ENTER</b>
<b>ENTER</b>

When you select this function, this prompt appears: **Record cash in drawer and final safe drop? Press ENTER to continue. Press CLEAR to cancel.** When you press **ENTER** you are prompted to Enter cash count.

Suppose you enter \$500.00. The screen displays **Cash in drawer: \$500.00**. When you press

**ENTER** to confirm the amount, the display changes to **Amount to drop: \$400.00**. The Profit Point has automatically deducted the prearranged amount that is to remain in the cash drawer as the starting balance for the next shift or day.

If you try to run this function before you have done a shift change, this message appears: **Unable to close (final safe drop must occur after shift change.).**

The Site Controller file that executes this function is COUNT.CMD.

#### 8. Reprint last report

At the clerk menu, press **8** **ENTER** to reprint the load drawer, add change, safe drop, or last shift report—whichever was printed most recently through a menu selection made at the Profit Point where you are now. Note that this does not necessarily mean the report which was printed last at the printer attached to this Profit Point.

Print last report
<b>8</b>
<b>ENTER</b>
<b>ENTER</b>

This function is useful in case the printer jams while you are printing a report.

When you select the reprint function, this prompt appears: **Reprint last report? Press ENTER to continue. Press CLEAR to cancel.** When you press **ENTER** the last report ordered from that Profit Point is printed.

The Site Controller file that executes this function is REPRINT.CMD with LAST as a command parameter.

#### 9. Reprint end-of-day report

At the clerk menu, press   to reprint the end-of-day report. (To reprint other reports, use the item immediately above, *Reprint last report*.)

Reprint end of the day report
<input type="text" value="9"/>
<input type="text" value="ENTER"/>
<input type="text" value="ENTER"/>

This prompt appears: *Reprint end-of-day report? Press ENTER to continue. Press CLEAR to cancel.* When you press  the last end-of-day report is printed.

The Site Controller file that executes this function is REPRINT.CMD with DAY as a command parameter.



# 14 – Manager Menu

The Manager Menu is used to regenerate or reprint certain reports after a print problem has occurred and been cleared or to reprint a discarded report.

off act pay pumps log	Mon: Mar 4 11:04 User 1 Shift 1																										
Manager menu																											
Select from menu <input type="checkbox"/> then press enter																											
0 Return to selling mode <b>1 Regenerate last end-of-day report</b> 2 Regenerate shift report for current day 3 Regenerate a previous end-of-day report 4 Regenerate shift report for a previous day 5 Reprint end-of-day report 6 Reprint shift report																											
<table border="1"> <tr> <th colspan="2">CASH</th> </tr> <tr> <th>curr</th> <th>Paid</th> </tr> <tr> <td>25.132G</td> <td>\$1.129</td> </tr> <tr> <td>DIESEL</td> <td>\$28.37</td> </tr> <tr> <td>DIESEL...</td> <td>\$28.37</td> </tr> <tr> <td>Cigarettes.</td> <td>\$9.80</td> </tr> <tr> <td>6 Pac Coke.</td> <td>\$1.98</td> </tr> <tr> <td>Reg Fritos.</td> <td>\$2.09</td> </tr> <tr> <td>Subtotal..</td> <td>\$42.24</td> </tr> <tr> <td>Sales Tax</td> <td>.\$1.44</td> </tr> <tr> <td>Total ...</td> <td>\$43.68</td> </tr> <tr> <td>Paid ....</td> <td>\$50.00</td> </tr> <tr> <td>Change ..</td> <td>\$6.32</td> </tr> </table>		CASH		curr	Paid	25.132G	\$1.129	DIESEL	\$28.37	DIESEL...	\$28.37	Cigarettes.	\$9.80	6 Pac Coke.	\$1.98	Reg Fritos.	\$2.09	Subtotal..	\$42.24	Sales Tax	.\$1.44	Total ...	\$43.68	Paid ....	\$50.00	Change ..	\$6.32
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## Manager Menu

Press  which could be abbreviated on your keyboard as  (or, if your Profit Point does not have that key, press    ) to see the Manager menu.

### Manager Menu

## 0. Return to selling mode

When you have finished with the clerk menu, press  and  to return to regular Profit Point operations.

### Return to selling

## 1. Regenerate last end-of-day report

At the manager menu, press  and  to have the most recent end-of-day report regenerated by the Site Controller and reprinted.

This prompt appears: *Regenerate last end-of-day report? Press ENTER to continue. Press CLEAR to cancel.* When you press  the report is recompiled. If you have changed the report's format by running SETUP DAY on the Site Controller after you generated the report the first time, this regenerated report will reflect those changes. Otherwise, it will be identical to the first report.

### Regenerate last end of day report

On the clerk menu, the End the day and print report item prints shift reports, as well as the end-of-day report. Here on the manager menu, this Regenerate last end-of-day report prints only the end-of-day report.

The Site Controller file that executes this function is REPORT.CMD with YDAY as a command parameter.

## 2. Regenerate shift report for current day

At the manager menu, press  and  to regenerate a shift report for work done at a specified Profit Point.

This prompt appears: *"Regenerate shift report for current day? Press ENTER to continue. Press CLEAR to cancel."* When you press  you are prompted to "Enter shift number (1-99)." Number 1 is the first shift on a specified Profit Point since the last end-of-day report was compiled; number 2 is the next shift at the same Profit Point, etc. In other words, the shift report you get from this menu selection does not duplicate any shift report that was included in the last end-of-day report, as selected from End the day and print report on the clerk menu.

Regenerate shift report
<input type="text" value="2"/>
<input type="text" value="ENTER"/>
<input type="text" value="ENTER"/>

Once you have entered a shift number, you are prompted to specify a Profit Point by this message: Enter POS number of report. Enter the number of the Profit Point where the shift was performed. The report will print.

The Site Controller file that executes this function is REPORT.CMD with SHFT as a command parameter.

## 3. Regenerate a previous end-of-day report

At the manager menu, press  and  to regenerate an end-of-day report for yesterday or for a day preceding yesterday (the number of days that you can go back depends on how you have configured the shift-change package; see the *Point of Sale and Shift Change* manual).

This prompt appears: *"Regenerate a previous end-of-day report? Press ENTER to continue. Press CLEAR to cancel."* When you press  this prompt appears: *"Enter journal file suffix to regenerate,"* and a list of appropriate files is shown:

Regenerate prev. end of day report
<input type="text" value="3"/>
<input type="text" value="ENTER"/>
<input type="text" value="ENTER"/>

- The report for the previous day is kept in the PREVIOUS.LOG file.
- The reports for the preceding ten days are kept in the PREVIOUS.# files, where # is a number, 1 through 10. The file numbers do not necessarily correspond to the number of days previous. Instead, choose the report you want printed by the Last Modified date that is shown for each file. For example, the report for three days ago will have a last-modified date of three or two days ago (depending on when it was compiled).

Respond to the *Enter journal file suffix to reprocess* prompt by entering either **LOG** or the number, 1-10, of the file whose report you want. The report will then print.

The Site Controller file that executes this function is REPORT.CMD with PDAY as a command parameter.

#### 4. Regenerate shift report for a previous day

At the manager menu, press  and  to regenerate a shift report from a previous day (the number of days that you can go back depends on how you have configured the shift-change package; see the *Point of Sale and Shift Change* manual).

This prompt appears: *Regenerate shift report for previous day? Press ENTER to continue. Press CLEAR to cancel.* When you press  this prompt appears: *Enter journal file suffix to regenerate, and a list of appropriate files is shown:*

Regenerate shift report
<input type="text" value="4"/>
<input type="text" value="ENTER"/>
<input type="text" value="ENTER"/>

- The reports for the previous day's shifts are kept in the PREVIOUS.LOG file.
- The reports for the preceding ten days' shifts are kept in the PREVIOUS.# files, where # is 1 through 10. To select the appropriate file, go by its date, not its numerical extension.

When you have entered the suffix, you are prompted to **Enter shift number (1-99)**. Number 1 is the first shift on a specified Profit Point on the specified day; number 2 is the next shift at the same Profit Point, etc.

Once you have entered a shift number, you are prompted to specify a Profit Point by this message: **Enter POS number of report**. Enter the number of the Profit Point where the shift was performed. The report will print.

The Site Controller file that executes this function is REPORT.CMD with PSHFT as a command parameter.

#### 5. Reprint end-of-day report

At the manager menu, press  and  to reprint a previous end-of-day report. Unlike the manager-menu items that regenerate reports, this item merely reprints a report.

This prompt appears: *"Reprint any end-of-day report? Press ENTER to continue. Press CLEAR to cancel."* When you press  this prompt appears: *"Enter journal file suffix to regenerate," and a list of appropriate files is shown:*

Reprint end of day report
<input type="text" value="5"/>
<input type="text" value="ENTER"/>
<input type="text" value="ENTER"/>

- The report for the previous day is kept in the PDAY.RPT file.
- The reports for the preceding seven days are kept in the PDAY.XXX files, where XXX is an abbreviated day of the week, MON through SUN.
- The .RPT file is identical to the most recent file whose suffix is a day of the week.

Enter the appropriate suffix, and the report prints.

The Site Controller file that executes this function is REPRINT.CMD with PDAY as a command parameter.

## 6. Reprint shift report

At the manager menu, press  and  to reprint a previous shift report. Unlike the manager-menu items that regenerate reports, this item merely reprints a report.

This prompt appears: *"Reprint shift report? Press ENTER to continue. Press CLEAR to cancel."* When you press  this prompt appears: *Enter day of week of shift report to reprint.*

Reprint shift report
<input type="text" value="6"/>
<input type="text" value="ENTER"/>
<input type="text" value="ENTER"/>

The reports are kept in PSHFT##.XXX files, where ## is the shift number and console number and XXX is an abbreviated day of the week, MON through SUN. Note that there can be several files with the same 'day' suffix, each corresponding to a different shift.

When you have entered the suffix, you are prompted to Enter shift number (1-99). Number 1 is the first shift on a specified Profit Point on the specified day; number 2 is the next shift at the same Profit Point, etc.

Once you have entered a shift number, you are prompted to specify a Profit Point by this message: Enter POS number of report. Enter the number of the Profit Point where the shift was performed. The report will print.

The Site Controller file that executes this function is REPRINT.CMD with SHFT as a command parameter.



## 15 – Appendix: Trademark Information

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The following are non-Gasboy trademarks used in this document.

- Preh® is a registered trademark of Preh, Elektrofeinmechanische Werke Jakob Preh, Nachf, GmbH & Co. Ltd.
- Ultimate Technology® is a registered trademark of Ultimate Technology Corporation.



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# Index

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## A

- Accept
  - card payoff 39
  - cash payoff 38
- Access special functions 43
- ACTIVE key 22
- Active menu 22
- Add
  - change to drawer 75
- Add change to drawer 75
- ADD FUEL key 7
- ADD ITEM key 7
- Add merchandise
  - no assigned key 56
  - using an item key 56
  - using department key 56
  - using scanner 56
- Alert symbol 3
- ALL STOP key 35
- Alter utility 74
- Arrow keys 6
  - scrolling 15
- Authorization number 44
- Auto-scroll 27

## B

- BACK SPACE key 10
- Basic operations 31
- Bottle returns 60
- Boxed items on screen 15

## C

- Call Center
  - Phone Number 4
- Cancel an operation 37
- Cancel current operation 10
- Card payment 39
  - hand authorization 40
  - hand entry 40
- Card reader 1, 40
- Card verification 41
- Card, entering 40
- Cash count display 75
- Cash drawer
  - add change 75
  - count cash 75
  - load starting balance 75
  - opening 11
- Cash refund 59
- Cash withdrawal 57
- Cashier signon/off 44

- Caution warnings 3
- Change file names for transfer 69
- Check payment 39
- Check validation 39
- Clear an error message 37
- Clear current display 10
- CLEAR key 10
- CLEAR MENU key 10, 26, 32
- Clearing last entry 10
- Clerk menu 73
- CLUB key 7
- Combine sales into multiple sale 42
- Commands
  - SEND COMMAND 72
  - SEND FILE 71
- CON??.CMD files 44
- CONFIG.POS file 45, 46
- Continue during card verification 41
- Controlling the cash drawer 43
- Correct entry errors 37
- Count cash in drawer 75
- Create pay-out sales 59
- Credit refund 59
- Cursor keys 6
- CUST key 47
- Customer display 1
- Customer list 47

## D

- Danger warnings 3
- DEBIT key 7
- Decimal point key 9
- Default display 16
  - restore 16
- Delete last characters entered 37
- Department
  - key 9
  - menu 26
  - number 10
  - search through 10
  - selecting 26
- Discounts 25, 46
- Display
  - a menu 12
  - active sale total 49
  - postpay sale total 49
- Dollar-sign symbol 23
- Drawer total
  - loading 44
- DRAWER1.POS file 76
- DRAWER2.POS file 76
- Drive away 44

- Duplicate items
  - see* Identical items

## E

- Edit item during entry 36
- EDIT key 9, 10, 25
- Emergency power cut-off switch 35
- Emergency stop 8, 35
- End the day 73, 74
- End-of-day
  - regenerate report 79
  - report 73
  - reprint report 77
- End-of-shift report 73, 74
- Enter a card 40
- ENTER key 9
- Enter UPC codes without a scanner 56
- Entering information 15
- Entering price 8
- Entry
  - clearing 10
- Entry-in-progress 25
- Errors
  - correcting 37
- Examples of sales 61
- Exit training mode 47

## F

- File transfer 69
- File transfer at Site Controller 71
- File transfer at the Profit Point 69
- File transfer menu 69
- Food stamps 38
- Force fuel sale to payable 8
- Force sale to payment 35
- Fuel
  - adding to merchandise sale 57
  - dollar amount 8
  - limit amount 8
  - prepay sale 8
  - remove from sale 37
  - shown twice in sale display 18
  - volume amount 8
- Fuel amount
  - enter 46
- Fuel item
  - combining 7
  - limit per sale 7

---

Fuel sale  
    force to payment 35  
    manually enter 8  
    prepaid, return change 53  
Fuel sales  
    linking 11  
    monitoring 22  
Fuel sales, postpay 49  
Fuel sales, prepay 51  
Fuel-only sale  
    cash 52  
    credit 52

**H**  
Hand authorization 40  
Hand entry 40  
    lookup numbers 40

**I**  
Icons, see symbols 16  
Identical items 9, 25, 29  
Interrupt a sale to start pump 57  
Item  
    editing 36  
    identical 29  
    keys 9  
    list 10  
    menu 26  
    number 10  
    removing 37  
    scanning 55  
    selecting 26  
    selecting price 28  
    selecting size 27  
Item-ready display 25

**K**  
Keyboard 5  
    edit keys 10  
    menu keys 12  
    modifier keys 9  
    operation keys 11  
    pump keys 6  
    pump operation keys 8  
    selection keys 6  
    special operation keys 10  
Keys 5  
    different functions 5  
    numeric 8  
    payment 7  
    product 9  
    pump operation 8  
Keys to ring up sale 7  
Keyswitch 13, 14

**L**  
Linking fuel sales 11  
LIST DEPT key 9, 10  
List of all items 10  
Load  
    cash-drawer balance 75  
    drawer 44  
    drawer total 44  
LOG key 24  
Log menu 24  
Lookup number 40  
Lower line display 17, 19

**M**  
M for merchandise-only 23  
Main menu  
    exit to 44  
Manager keyswitch 13  
Manager menu 79  
Manual mode 8  
Manual mode for pumps 47  
MDSE SALE key 7  
Menu  
    displaying 12  
    pump down 8  
Menu bar 17, 19  
    dim or bright characters 20  
    pump number in 20  
Menu keys 12  
Menu selections  
    scrolling through 15  
Menus 21  
Merchandise  
    add to a sale 56  
    item in sale display 18  
Merchandise sale 55  
    adding fuel 57  
    always payable 23  
    cash 52  
    credit 52  
    start 55  
Modifier keys 9  
Monitoring fuel sales 22  
MULTI SALES key 11  
Multiple fuel sales 11  
Multiple sale 42, 44  
    remove a sale from 42

**N**  
Network types 46  
NEW MDSE key 7  
NEXT ITEM key 6  
NO SALE key 11  
No sale log 11

Numeric keypad 8

**O**  
OFF HOOK key 21  
OFF ROAD key 10  
Off-hook  
    menu 21  
    request 21, 49  
    symbol 19, 21  
Offroad discount 44  
Off-road fuel sales 44  
On/off switch 32  
Open cash drawer 43  
Operation keys 11  
Operations, basic 31  
  
**P**  
P# symbol 6  
PATRON key 48  
Patron number 46, 47, 48  
Pay off sale  
    from customer list 47  
    from customer list - cash or  
        patron 48  
    from customer list - credit 48  
PAYABLE key 22  
Payable menu 22  
Payable sale  
    oldest 23  
Payable symbol 23  
Payout 44  
Pay-out sale 59  
Payout sale 44  
PDAY.### file 81  
PDAY.RPT file 81  
Phone Number  
    Call Center 4  
PIN pad 1, 41  
    data entry by customer 41  
POS command 72  
POS.CMD file 45, 72  
Postpay fuel sales 49  
PP0? files 46  
Prepay fuel sales 51  
PREPAY key 8  
Preset fuel amount 8  
Preset fuel amount with merchandise  
    option 53  
PRESET key 8  
PREV ITEM key 6  
PREV key 7  
Previous display  
    recalling 10  
PREVIOUS.# file 81

- 
- Price
    - overriding 28
  - Price entry
    - automatic 9
    - required 9
  - Price menu 28
  - Print a receipt 43
  - Print card receipt 41
  - PRINT key 11
  - Product keys 9
  - Product menus 25
  - Product-menu bar 25
  - Profit Point
    - built-in card reader 40
    - components 1, 2
    - screen 15
    - turning off 33
    - turning on 32
  - PSHFT##.XXX file 82
  - Pump
    - disabled 23
    - status 23
  - PUMP DOWN key 8
  - Pump operation keys 8
  - Pump-down menu 8
  - Pumping
    - restart 35
    - start 8
    - stop 35
  - Pumps
    - manual mode 8
    - operating manually 47
  - PUMPS key 23
  - Pumps menu 23
  - Q**
  - Quantity menu 29
  - R**
  - Reading a card 40
  - Real-life examples 61
  - Receipt 11, 43
  - Receipt printer 1
  - Record
    - a safe drop 74
    - drive-aways 60
    - safe drop 44
  - Reference Manual 5, 21, 43, 47, 55
  - Refund
    - cash 59
    - credit 59
  - Refund items within a sale 60
  - Regenerate end-of-day report 80
  - Regenerate shift report 80, 81
  - Remote command 45
  - Remove
    - a sale from a multiple sale 42
    - all items from sale 11
    - all merchandise 37
    - fuel from ticket 37
    - item from sale 11
    - items from a sale 37
    - one merchandise item 37
  - Report
    - end of day 73
    - end of shift 73
  - Reprint
    - end-of-day report 81
    - last report 76
    - shift report 82
  - Restart
    - file transfer 70
    - one pump 35
    - pumping 34
  - RETURN key 11
  - Return sale 44
  - Return to a sale 57
  - Returned item 11
    - ringing up 11
  - Returned merchandise 44
  - Reverse a sale 11, 44, 60
  - Reversing selected sale 44
  - REVRS key 11
  - Ringling up identical items 9
  - Road taxes 10
  - S**
  - Safe drop 44
    - mid-shift 43
    - record 74
  - Safety Information 3
    - Alert symbol 3
    - Safety symbols 3
    - Signal words 3
    - Warning words 3
  - Safety symbols 3
  - Sale display 15, 17, 18
  - Sale examples 61
  - Sales receipt 11
  - Sales tax 25
  - Scan items 55
  - Scanner 1, 55
  - Screen 1, 15
    - areas 17
    - arrows 15
    - display 15
    - saver 15
  - Screen display
    - erased 15
    - restore 15
  - Scrolling 15
  - Seeing previously entered items 37
  - Select
    - a paid sale 36
    - a payable sale 36
    - a sale 36
    - an active fuel sale 36
    - an offhook sale 36
    - fuel price level 49
  - Selected
    - item 15, 19
    - menu 19
    - sale 7, 15, 31
  - Selection Box on screen 15
  - Selection keys 6
  - SEND COMMAND command 72
  - SEND FILE command 71
  - Shift break 11, 16
  - Shift menu key 11
  - Sign on 34, 44
  - Signal words
    - Safety 3
  - Site configuration 45
  - Site Controller
    - disabled 8
  - Site Controller not working 47
  - Size menu 27
  - SPEC FUNC key 10
  - Special function 50 47
  - Special function 51 47
  - Special function 60 47, 48
  - Special functions 10, 43
    - list 44
  - Special operation keys 10
  - Special procedures 59
  - Stand-alone mode 45, 47
  - Start file transfer 70
  - START key 8
  - Start pump
    - for preset dollars 49
    - for preset volume 49
    - postpay 49
    - prepay 52
  - Start pumping 8, 34
  - Starting drawer balance 75
  - Status block 17
  - Status messages 20
  - Stop file transfer 70
  - STOP key 8
  - Stop one pump 35
  - Stop pumping 8, 34

---

Subtotal 25  
    in sale display 18  
Symbol  
    off-hook 19  
Symbols 16

## **T**

Taxes  
    road 10  
togglng sequences 5  
Total  
    in sale display 18  
Training mode 45, 47  
Transferring files 69

## **U**

Unpaid completions 44  
UPC code 10, 55

## **V**

Validating checks 39  
Vendors  
    create a pay-out sale for 59  
Void item 11  
VOID key 11

## **W**

Warning words 3  
Warnings 3  
Window area 16, 17, 20  
Working sale 7, 31  
WORKING SALE key 7, 31

## **X**

X / . 25  
X / . key 9

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