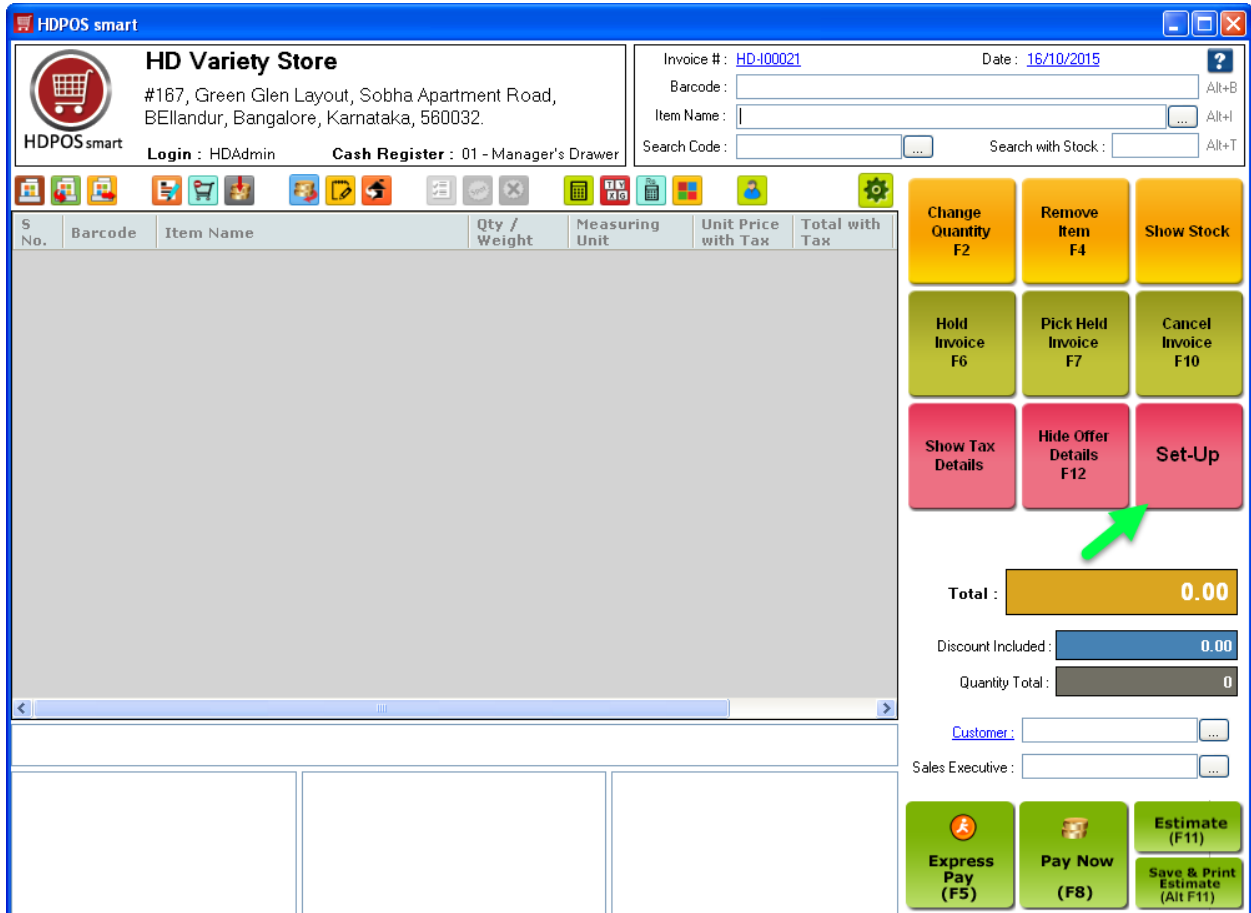


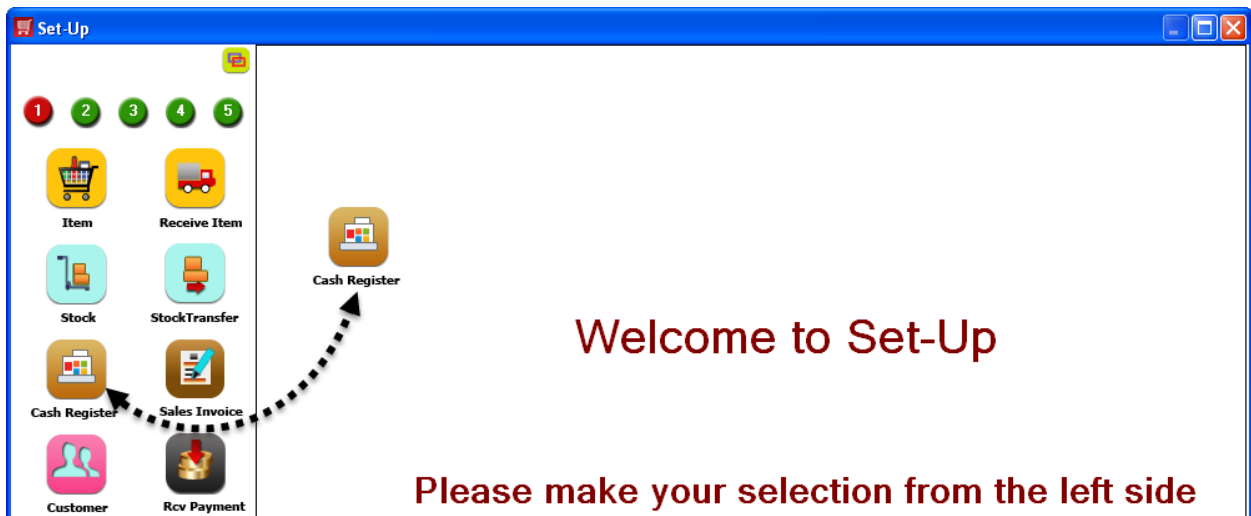
# How to change Cash Register in HDPOS smart from the main screen?

You can have more than one cash register in HDPOS smart. To change quickly from one cash register to another on the main screen, follow the steps below.

1. Run **HDPOS smart**. From Main Invoice screen, Click on **Set-Up**.



2. From 1<sup>st</sup> page of **Set-Up**, click on **Cash Register**.





- From **Manage Cash Register** screen you can see all cash registers which you have defined. You can see that there are 10 cash registers.

Location Name	Register Number	Register Name	Is Main Cash Register	Current Cash Amount	Is In Use	Is Ca
HD Variety Store	01	Manager's Drawer	Yes	5,76,930.00	Yes	No
HD Variety Store	02	Emp Cash Reg	No	0.00	No	No
HD Variety Store	03	Emp Cash Reg	No	0.00	No	No
HD Variety Store	04	Emp Cash Reg	No	0.00	No	No
HD Variety Store	05	Emp Cash Reg	No	0.00	No	No
HD Variety Store	06	Emp Cash Reg	No	0.00	No	No
HD Variety Store	07	Emp Cash Reg	No	0.00	No	No
Branch Office	01	Manager's Drawer	Yes	100.00	No	No
Branch Office	02	Emp Cash Reg	No	0.00	No	No
Branch Office	03	Emp Cash Reg	No	0.00	No	No

- Go back to Main Invoice screen, click on **Cash Register** to change into another cash register.
- You will see **Select Cash Register** popup screen as shown below. In this screen, in one row 6 cash registers will be displayed.
- Currently you are using **01- Manager's Drawer**. Select the cash register to which you want to change.

The main invoice screen displays the store name 'HD Variety Store', address '#167, Green Glen Layout, Sobha Apartment Road, BEllandur, Bangalore, Karnataka, 560032', and login information 'Login : HDAdmin Cash Register : 01 - Manager's Drawer'. Invoice details include 'Invoice #: HD-100021' and 'Date: 16/10/2015'. A 'Select Cash Register' popup is overlaid, showing a grid of buttons for different registers: CR-01 (BO), CR-02 (HD), CR-03 (HD), CR-04 (HD), CR-05 (HD), CR-06 (HD) in the first row, and CR-07 (HD), CR-02 (BO), CR-03 (BO) in the second row. The main screen also shows a 'Total: 0.00' and various other fields like 'Discount Included: 0.00' and 'Quantity Total: 0'.



7. Now you can see that in Main Invoice screen, **Cash Register** has been changed.

The screenshot displays the HDPOS smart software interface for 'HD Variety Store'. The store's address is '#187, Green Glen Layout, Sobha Apartment Road, BEllandur, Bangalore, Karnataka, 560032'. The user is logged in as 'HDAdmin'. The 'Cash Register' field is highlighted in yellow and shows '02 - Emp Cash Reg'. The interface includes a table for items with columns for S No., Barcode, Item Name, Qty / Weight, Measuring Unit, Unit Price with Tax, and Total with Tax. On the right side, there are several functional buttons: Change Quantity (F2), Remove Item (F4), Show Stock, Hold Invoice (F6), Pick Held Invoice (F7), Cancel Invoice (F10), Show Tax Details, Hide Offer Details (F12), Set-Up, Total (0.00), Discount Included (0.00), Quantity Total (0), Customer, Sales Executive, Express Pay (F5), Pay Now (F8), Estimate (F11), and Save & Print Estimate (Alt F11).