



## How to do synchronization settings of code format for disconnected mode in HDPOS smart?

If you want to use disconnected mode in your application for billing, you first required to do the code format setting from the general setting window. It is needed to check that, there are no duplicate records created in the system. Not all the options will be available to you while using disconnected terminals but there are few features which are readily used for the billing.

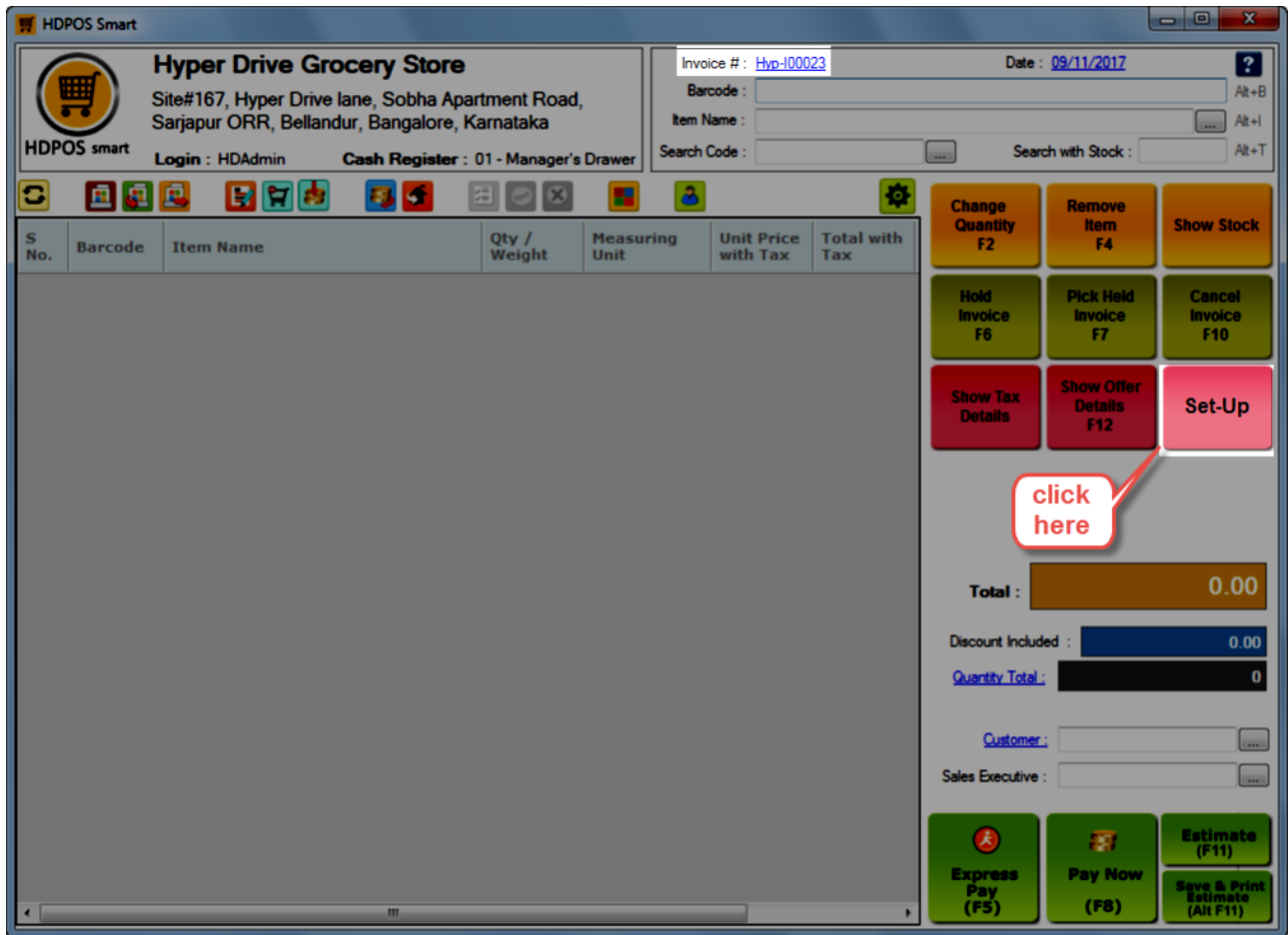
Following are the documents which will automatically update after doing code format setting:

- Invoice
- Invoice Reference No
- Estimate
- Customer
- Loyalty Points
- Customer Receipt
- Sales Return
- Advance Booking
- FA Transaction Document
- Bank Payment
- Sold Package

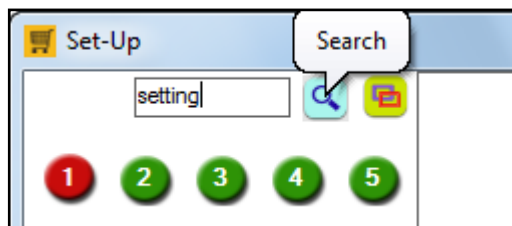
While you are using HDPOS smart in disconnected mode, the following settings are to be done if you are using **multiple Cash Registers**.

1. On the main billing screen, you will see the invoice number, after doing the synchronization settings it will be changed. Here you see the invoice format is like **Hyp-100023** later it adds the cash register prefix also that will be seen in this document in the end. Let's start by clicking on **Set-Up**.





2. From **Set- Up** window search for **Settings**.

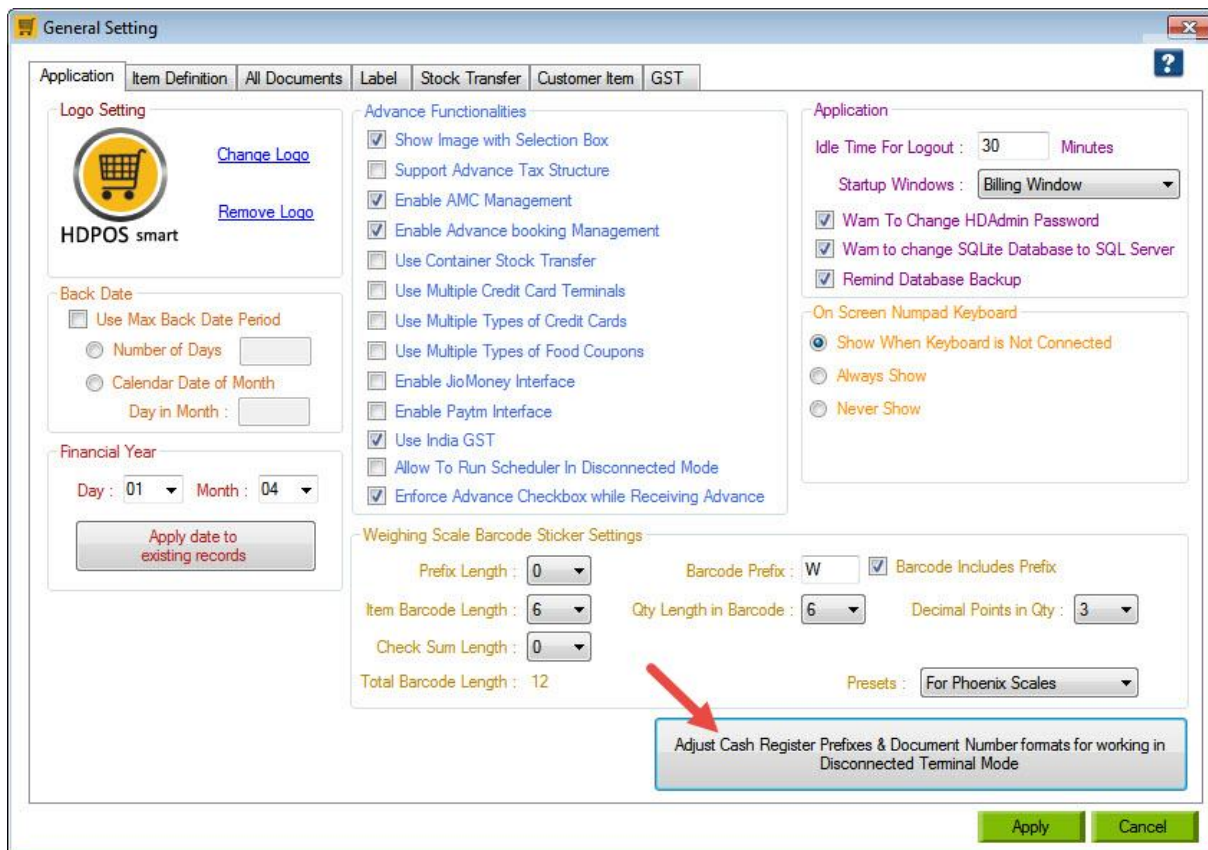




3. From the **System Setting** window, click on the **General**.



4. Click on **Adjust Cash register Prefixes and Document Number formats for working in Disconnected Terminal mode**, this will take you to the window where you can see all the cash registers with their prefixes.



**Note:** This option will be available to the users running HDPOS smart Client-Server version with Synchronization service.





- You will see all the cash registers here of all the business locations. You can also change the cash register prefix if needed.

If you are using disconnected mode, you need to have unique document number per disconnected terminals.

This window will assist you in setting your document formats currently.

Below is a list of all Cash Register each Cash Register that will be working in disconnected mode need to have a unique prefixes. We have suggested a unique prefixes on each Cash Register. You can edit the suggested prefixes in last column to your liking.

Business Location	Cash Register Number	Cash Register Name	Current Prifix	New Prefix
Hyper Drive Grocery S...	01	Manager's Drawer	MD	MD
Hyper Drive Grocery S...	99	Adjustment Drawer	AD	AD
Hyper Drive Grocery S...	02	Cashier	CR1	CR1

change the prefixes here and click on Ok.

OK Cancel

**NOTE:** It is to be noted that no two Cash Registers can have same prefixes; every Cash Register must have a unique prefix.

- Clicking on **OK** will show you a message that based on the cash register prefixes that is set, it might start the document numbers from 1 if you already have created some documents. Click on **Yes** to proceed further.

Confirm

Based on your Cash Register prefixes the document number formats for all document that get created in the disconnected mode will be modified.

It is possible that invoice number will begin again from number 1.  
Do you want to continue?

Yes No

- Click on **Yes** to take your database backup.

Confirm

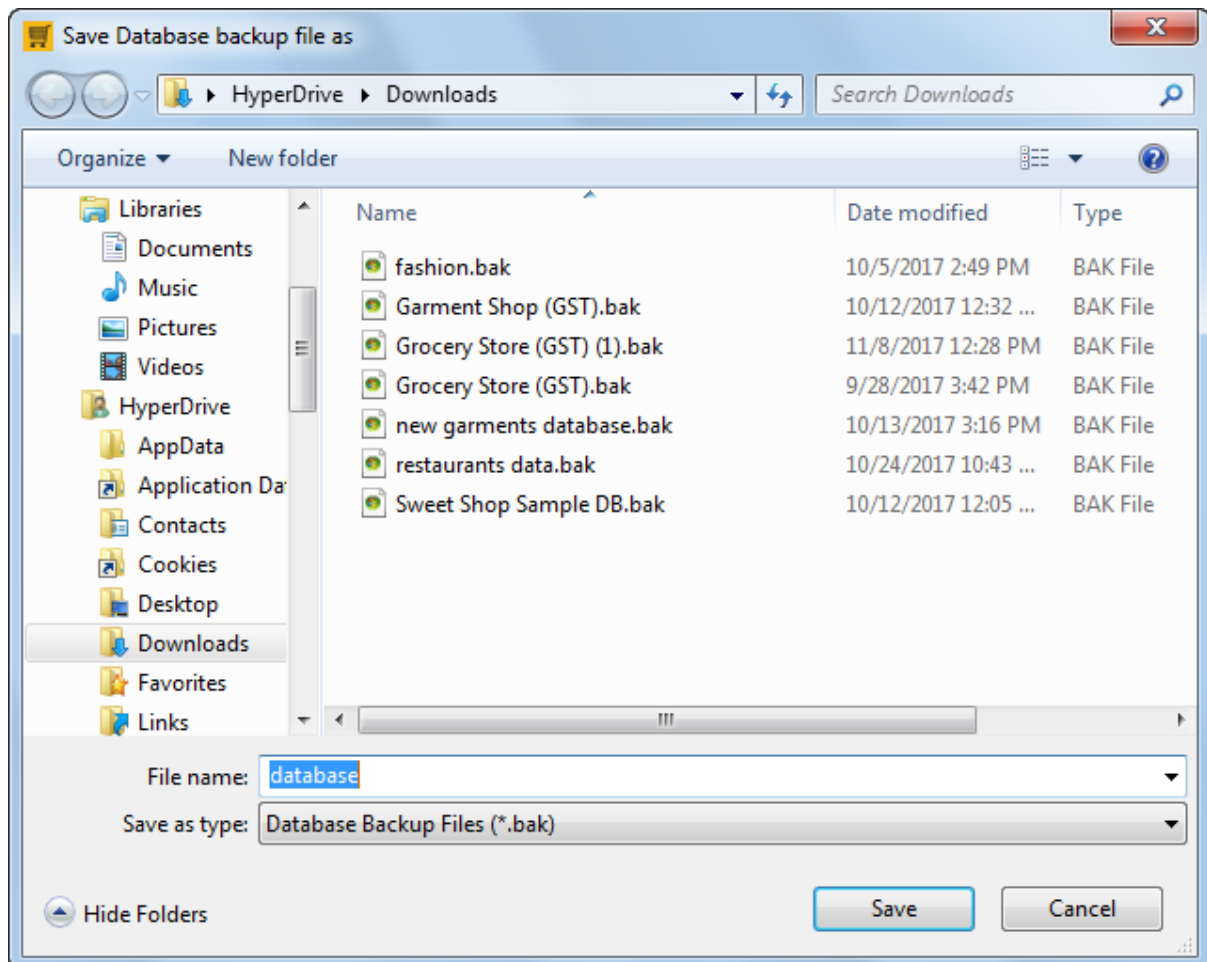
Since you are making impactful changes to your database, It is required that you take the backup of your database now.  
Do you want to continue?

Yes No

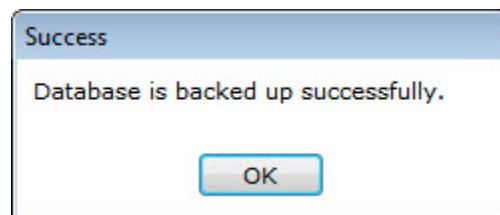




8. Save the database to the desired folder.

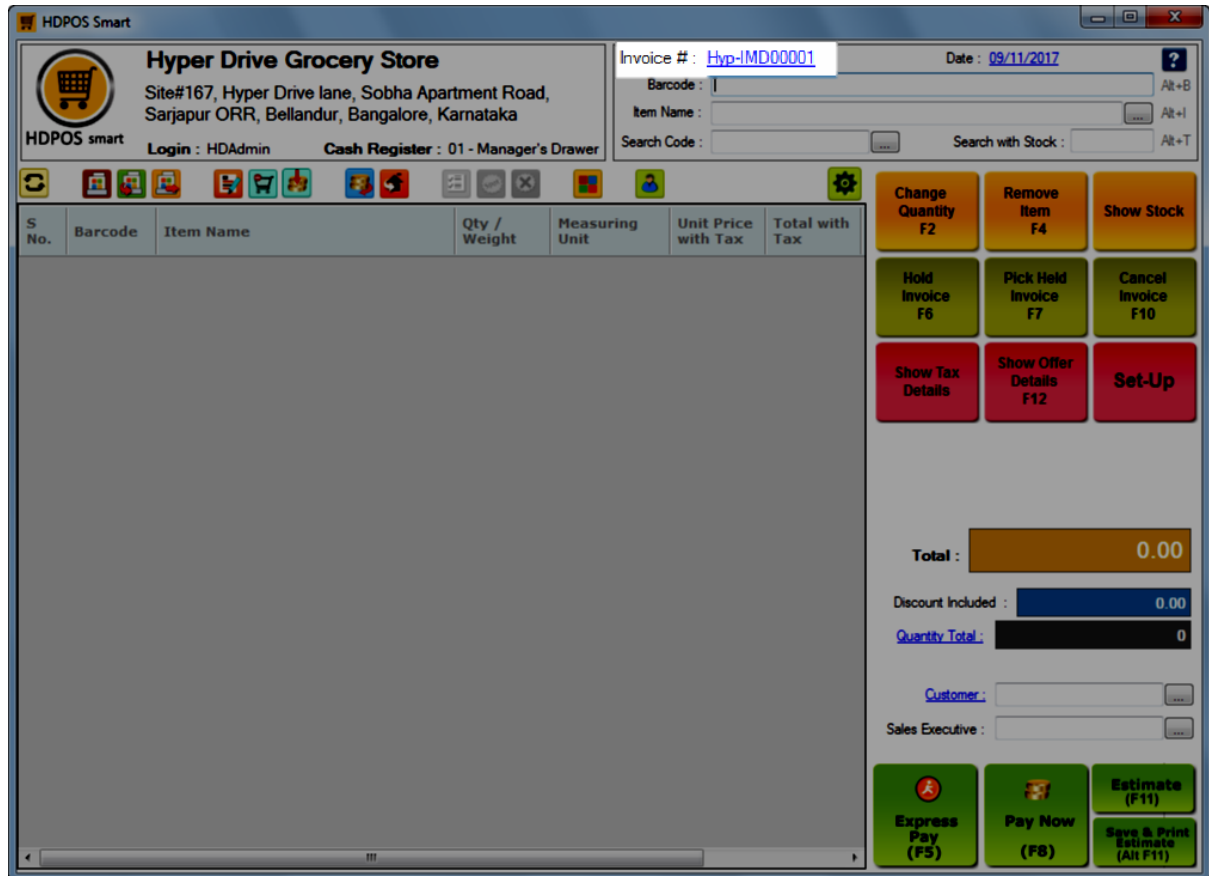


9. You will see a successful message after your database backup is complete.





- The application will restart with the selected Cash Register and invoice numbering will start from 1 for the selected Cash Register prefix which is MD, in this case, the invoice number will be **Hyp-IMD0001**.



**Note:** For every Cash Register, the document numbering will be different according to the cash register prefix that is set.

