

v2 POS Upgrade

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About v2

To provide the most efficient transition to the v2 upgrade Systems Design has provided a series of downloadable forms which will need to be filled out and returned to Systems Design.

Once data and material requirements are completed, we will schedule an installation individual or team to visit your district. This team will need access to each campus and each terminal within the campus as a part of the install.

The information we require includes:

1. A set of menu forms for the district
2. A function key template for each POS terminal
3. A list of special accounts
4. A list of campus numbers in your district
5. A list of terminals and logins for each campus

Form Instructions

Menu Layout - Form A

Use this form for laying out your existing menus or new menus for entry into the menu masterfile of the POS system. Note that items 1 - 14 are reserved for reimbursable meals. Place the price of the full paid student reimbursable meal in the Student column. We will assume that a free meal is \$0.00 and that reduced prices for breakfast and lunch are \$.30 and \$.40 respectfully. The adult and visitor paid prices should be entered in the corresponding column.

Please note that we do not have an 01, 02, 03, 04 or 05 meal for free, reduced, paid, cafeteria staff and adult in this version. Example: An 01 meal is a reimbursable meal. By checking the master file the system knows their status or if they are an adult account.

A la Carte items start with item 16 on the second page and will probably be the same price for all accounts. In this case

THE TRANSITION REQUIRED INFO

simply put the amount in the student column.

The clerk columns are for you to check if that clerk sells that item number. This information will be used to program the keys on the individual terminals. We suggest you complete one school first and submit the menu for approval prior to completing the entire district.

Function Key Layout - Form B

The function keys on all your terminals will have to be reprogrammed as a part of the v2 upgrade. Once you complete the menu layout (form A) you will have the information to determine which keys on the POS terminal keyboard will represent which items.

You will need to complete one form for each POS terminal on which you will indicate the key layout for breakfast and lunch. The item number you associate with the function keys should represent the most commonly served items on that terminal. Since we use the function key F1, please leave this block blank on the layout form. v2 does not require that we use a function key to access lookup or for temporary accounts. This will free up several more for menu items.

Special Account - Form C

This form is used to inform us of any special accounts you may require in the system. We will, by default, enter the special accounts for Paid Adults, Cafeteria Staff, Visitors and Temporary Students. Other special accounts may be: Principals, Grandparents, etc...

Campus Listing - Form D

A list of your campus names and numbers.

Login Listing - Form E

This form permits you to list the POS terminal logins and the associated clerk numbers for each POS terminal. You will need to fill out this form for each campus.