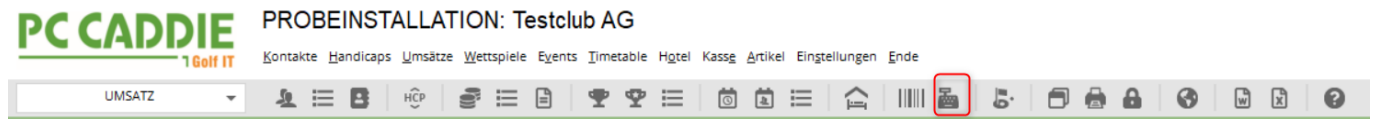


Call up checkout

About **Sales/Cash register** opens the PC CADDIE cash register directly, which is an additional module.

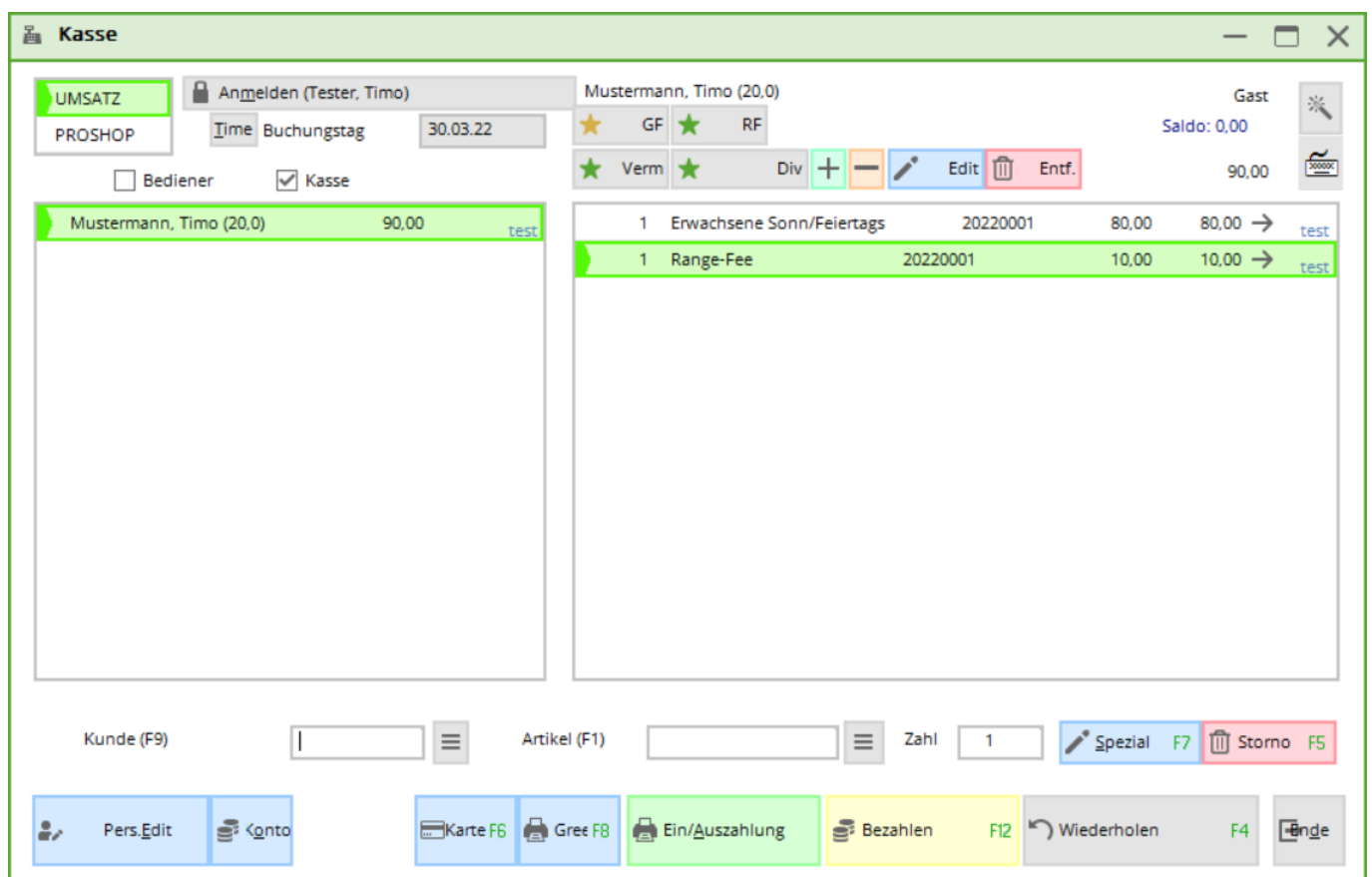
Click on the cash register symbol in the icon bar to open the cash register.



Always pay attention to the account area in which you are located. The cash register is usually already set to the account area **SALES** account area.



The following shows the open cash register in the account area **SALES** with the default setting that the account area **SALES** account area always opens. The active account area is always highlighted in blue. At the top left of the cash register, you can quickly switch to the account area **PROSHOP** account area, simply click with the mouse on **PROSHOP**.

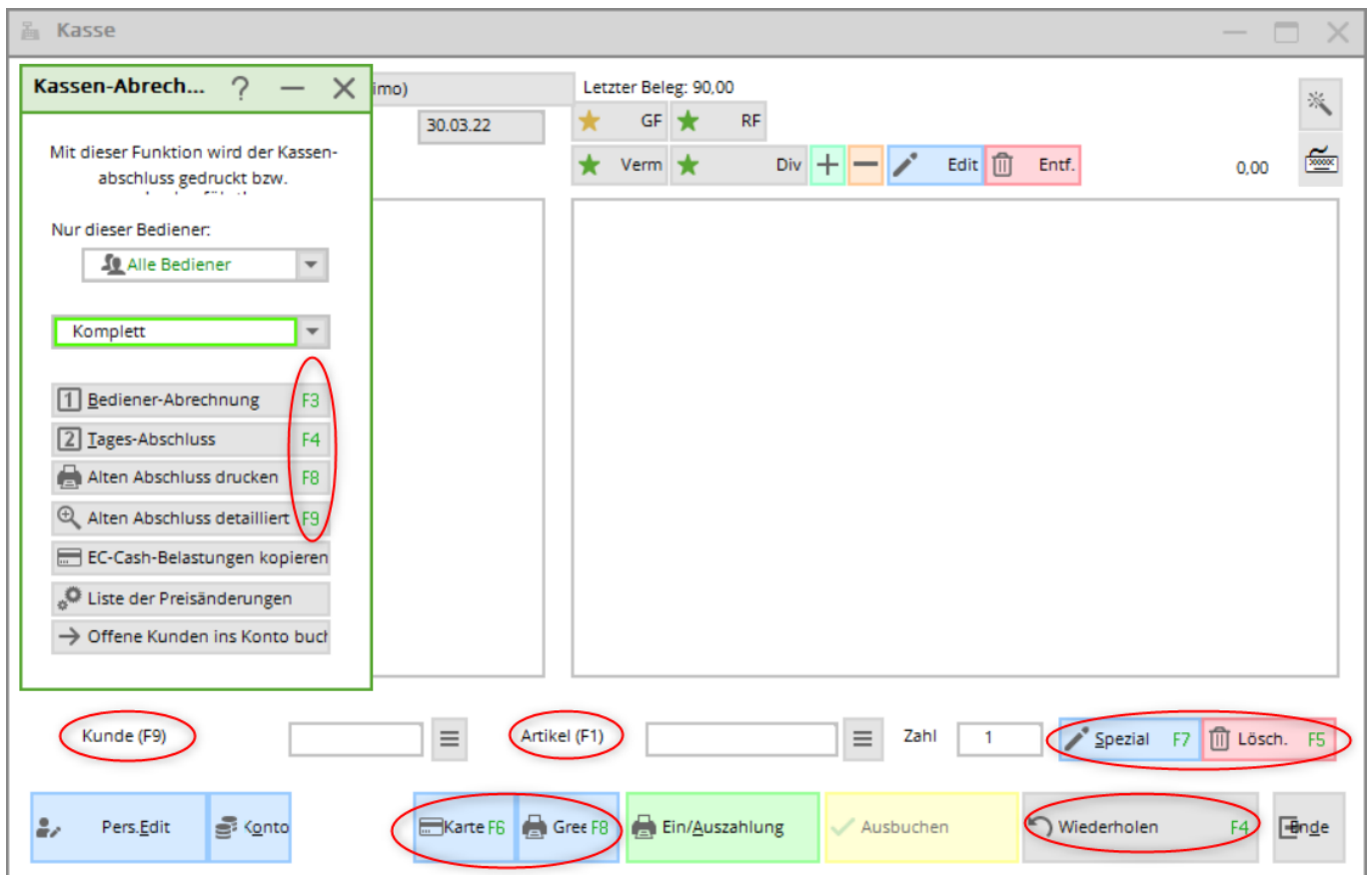


Quick keys/short keys/F-keys in the cash register

Operating the cash register is very fast with the keyboard. Here are the most common shortcut keys

so that you don't have to pick up the mouse

F1	Cursor jumps from customer to article selection
F2	Item list
F3	Billing (ATTENTION: from here the F keys apply differently again)
F4	Repeat
F5	Cancel/delete
F6	Open ball card (GASTRO: Split)
F7	Edit article
F8	Book green fee (then OK and the bag tag is printed)
F9	If the cursor is in the article, F9 takes you to the customer list
F10	empty
F11	Receipt
F12	pay (payment screen)
Esc	Exits the active screen



Cash register log

Via the menu item *TURNOVER/CASH REGISTER LOG* menu item opens the data entry log. If the efsta interface is active, this is called „Cash register - efsta - European Fiscal Standards Association“

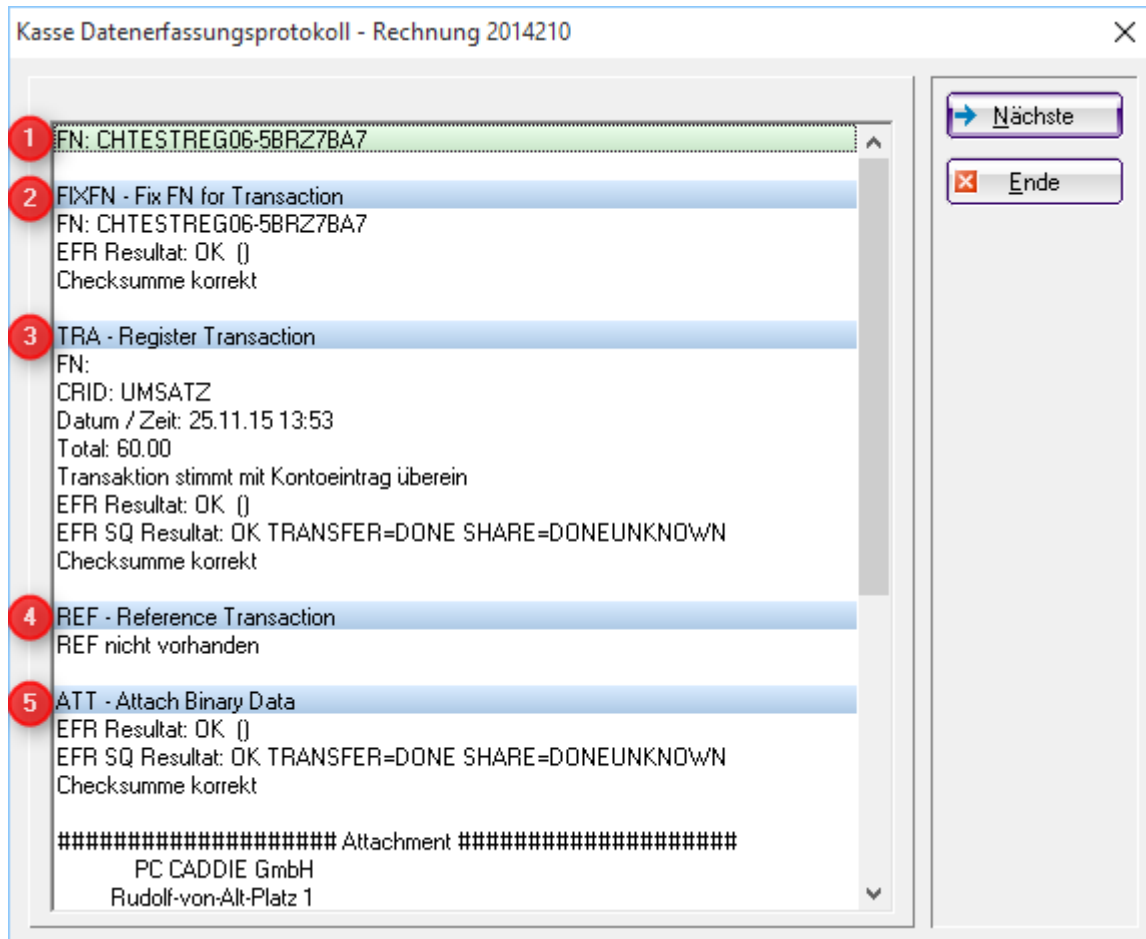
The following can be seen and selected here

Datum	Zeit	Nummer	Referenz	Total	Fiscal Nummer
21.10.15	10:52	2014183	-	14.50	CHTESTREG06-5AMQ2NQ7
23.10.15	19:55	2014184	-	14.50	CHTESTREG06-5AP05RA5
23.10.15	19:55	2014185	2014184	-14.50	CHTESTREG06-5APP0TN3
23.10.15	19:56	2014186	-	0.00	CHTESTREG06-5APM1WF8
23.10.15	19:57	2014187	-	14.50	CHTESTREG06-5APX4Z12
23.10.15	19:57	2014188	2014187	-14.50	CHTESTREG06-5APL01D3
23.10.15	19:57	2014189	-	0.00	CHTESTREG06-5APW33Z5
23.10.15	19:58	2014190	-	17.00	CHTESTREG06-5AP666K3
23.10.15	19:59	2014191	-	17.00	CHTESTREG06-5APG9948
23.10.15	19:59	2014192	2014191	-17.00	CHTESTREG06-5APM6Q99
23.10.15	20:00	2014193	-	0.00	CHTESTREG06-5APX9SU4
23.10.15	20:01	2014194	-	0.00	CHTESTREG06-5AP82VE8
23.10.15	21:27	2014195	-	14.50	CHTESTREG06-5APJ5Y06
23.10.15	21:27	2014196	2014195	-14.50	CHTESTREG06-5APU90K3
23.10.15	21:27	2014197	-	14.50	CHTESTREG06-5APB8FH5
03.11.15	11:48	2014198	-	14.50	CHTESTREG06-5B3T75J1
03.11.15	11:48	2014199	-	0.00	CHTESTREG06-5B3Y4LN0
03.11.15	11:49	2014200	-	74.50	CHTESTREG06-5B3L9P04
05.11.15	09:44	2014201	-	14.50	CHTESTREG06-5B5X2RL7
11.11.15	15:36	2014202	-	4.00	CHTESTREG06-5BB75U69
12.11.15	14:45	2014203	-	14.50	CHTESTREG06-5BCQ5938
12.11.15	14:55	2014204	-	4.00	CHTESTREG06-5BCK3VQ2

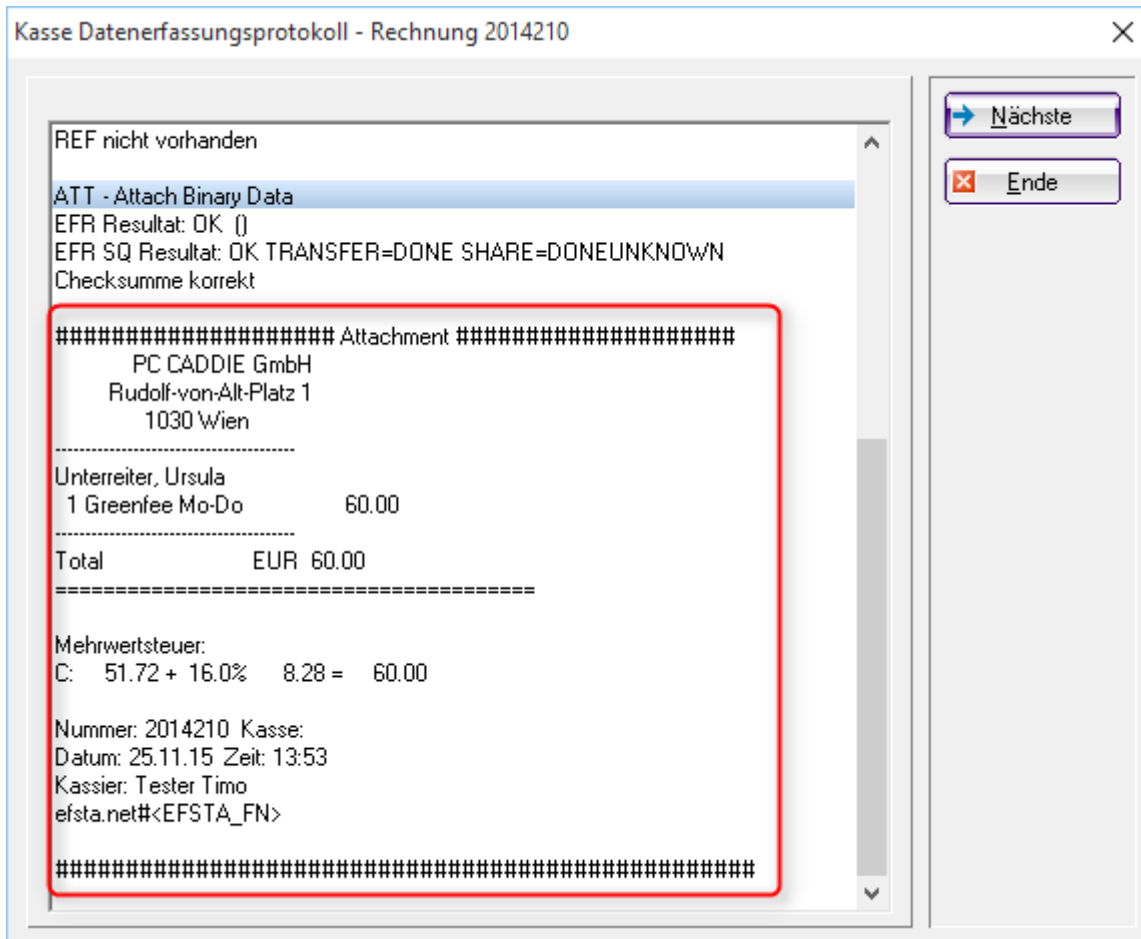
1. here you can see all bookings made
2. selection of which period I would like to have bookings displayed
3. [Details](#) - the receipt with all the information that is also transferred to efsta.
4. [Cash guidelines \(AT\) and procedural documentation](#)

[Print data collection log](#) 5. settings - installation of Efsta

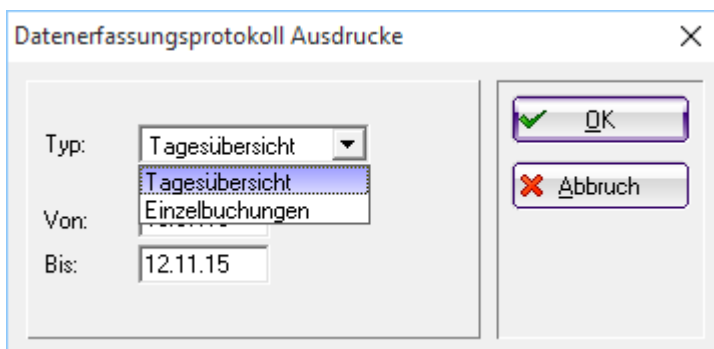
Invoice document details



1. FN = Fiscal number - only exists once for this booking
2. FixFn = When the invoice is created, a fiscal number is requested from EfstA - as soon as the invoice is printed and the payment process is completed, this number is also transferred back to EfstA
3. TRA = Communication between EfstA and PCC - registration of the booking with EfstA
4. REF = Here you can see the transaction of a cancellation
5. ATT = Transmission of the receipt shown below



Data entry log printouts



Daily overview: only for one or more days with a total

Individual postings: Listing of all postings (analogue to the outgoing invoice list)

Druck: Datenerfassungsprotokoll [Fertig] - □ ×

Kopieren (F8) Speichern (F7) Drucken (F8) Seite 1/1 100% Datenerfassungsprotokoll

Datenerfassungsprotokoll

Tagesübersicht
 Datum von: 01.10.15
 Datum bis: 25.11.15

Stand: 25.11.15, 14:06 Uhr

Datum	Buchungen	Total
05.10.15	3	186.00
21.10.15	1	14.50
23.10.15	14	31.50
03.11.15	3	89.00
05.11.15	1	14.50
11.11.15	1	4.00
12.11.15	2	18.50
13.11.15	2	4.00
25.11.15	4	240.00

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Druck: Datenerfassungsprotokoll Buchungsliste [Fertig] - □ ×

Kopieren (F8) Speichern (F7) Drucken (F8) Seite 1/1 100% Datenerfassungsprotokoll Buchungsliste

Datenerfassungsprotokoll Buchungsliste

Buchungsliste
 Datum von: 23.10.15
 Datum bis: 23.10.15

Stand: 25.11.15, 14:07 Uhr

RNr.	CRID	Datum	Zeit	Total
2014184	UMSATZ	23.10.15	19:55	14.50
2014185	UMSATZ	23.10.15	19:55	-14.50
2014186	UMSATZ	23.10.15	19:56	0.00
2014187	UMSATZ	23.10.15	19:57	14.50
2014188	UMSATZ	23.10.15	19:57	-14.50
2014189	UMSATZ	23.10.15	19:57	0.00
2014190	UMSATZ	23.10.15	19:58	17.00
2014191	UMSATZ	23.10.15	19:59	17.00
2014192	UMSATZ	23.10.15	19:59	-17.00
2014193	UMSATZ	23.10.15	20:00	0.00
2014194	UMSATZ	23.10.15	20:01	0.00
2014195	UMSATZ	23.10.15	21:27	14.50
2014196	UMSATZ	23.10.15	21:27	-14.50
2014197	UMSATZ	23.10.15	21:27	14.50

Total: 31.50

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