



Profit Track setup of Seniors Discounts

Setup of Seniors Discounts as a 5% discount activated by a button selection on the POS, can be done as follows:

The sale process will be:

- 1 Scan all products
- 2 Press SUB-TOTAL
- 3 Press the SENIORS DISCOUNT button (discount will apply and new sub-total will show)
- 4 Select the relevant tender button (cash, eftpos etc.)

Identify departments that are not eligible for this discount:

5 Firstly identify the product departments that will NOT be eligible for seniors discounts - **Edit, Lookup Tables, Shop Tables, Shop Departments**; review all departments and remove the tick under the 'Discounts' column for departments such as CIGS, PHONE CARDS, NEWSPAPERS. Continue, then save/close.

6 To exclude specials from this discount, SSA have the default for this option turned OFF. Once you have completed the setup steps below, please test the new discount button for one item that is presently on special. If 5% is deducted from this product, then please call SSA support, and we will turn the setting OFF for your store. (Standard setting is turned OFF by default to 'allow discounts on specials'.)

Setup the discount table:

- 7 Then to setup the discount: Select **Setup, Edit Lookup Tables, Register Tables, Register Discounts**
- 8 Click on **Add**.
- 9 Set the discount number to the next available number.
- 10 Key in the description **Seniors Discount**
- 11 Select the type to **Percentage** from the drop down
- 12 Set the scope **Sale** from the drop down
- 13 Set the rate to **5**
- 14 Do not tick the open column. Leave all other columns as per default. Click on **<CLOSE>** when done.
- 15 Send Discounts by **Comms, Send Sundry, Send Discounts**.

Setup the discount key:

- 16 Go to the PT POS keyboard layout (Setup, Register Settings, Keyboard Layout, double click on the register group) and select the SUB TOTAL menu, and create a space for a new key.
- 17 Create a new key with the description **Seniors Discount**.
- 18 Click on 'functionality' and 'select function' called DISCOUNT, then 'select discount' called SENIORS DISCOUNT.
- 19 Save and close; remember to highlight the keyboard 'register group' and click **Send**.
- 20 Then on the POS lanes, **Restart POS**, and then test the key use.

SSA SUPPORT - Phone Fredy on 03 9486 1946 or SSA Brisbane on 07 3387 5555