

Feature Reference

Date: September 15, 2016











Special Discount

Using This Feature Reference

This Feature Reference provides detailed information on how to configure and use the Special Discount feature on two separate Verifone Site Controllers: Commander Site Controller and Sapphire.

Chapter one covers special discount on the Commander Site Controller and Chapter two relates to Sapphire. Both chapters contain the subsections listed below:

- Overview This section contains a brief description, requirements and the supported hardware configurations for the Special Discount feature on the related Site Controller.
- Configuring This section contains information on how to configure the Special Discount feature on the related Site Controller.
- Using This section describes how to prepare the specific Site Controller for the Special Discount feature.
- Reporting This section contains a sample report with a detailed report description for the Special Discount feature on the specific Site Controller.
- Troubleshooting This section may contain some trouble scenarios that may occur along with the steps needed to correct them. In some cases the user may need to perform procedures that are restricted to higher security levels (i.e. manager level as opposed to cashier).

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Revision History

Date	Description
02/18/2016	Updated Format.
03/04/2016	Updated Commander Site Controller chapter and updated Sapphire.
09/15/2016	Updated Format.

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GLOSSARY OF TERMS

The following terms and definitions will assist the reader with understanding the content of the Feature Reference.

Terms	Definitions
МОР	Method of Payment
PLU	Price Look Up
POS System	Includes the POS (Point of Sale) terminals, site controller and the Electronic Payment System (EPS).
SMS	 Site Management Suite for Commander Sapphire Management Suite for Sapphire
Special Discounts	A fixed percentage discount taken at the sub-total level which applies only to certain eligible items within the transaction. Special discounts are discounts for specific situations or customers and differ from standard discounts in that it is subtracted from the sub-total.

1 COMMANDER SITE CONTROLLER

Overview

Feature Description

The Special Discount Feature Reference provides and overview of special discounts, as well as how to use and configure these discounts on the Commander Site Controller.

A special discount is defined as a fixed percentage discount taken at the sub-total level which applies only to certain eligible items within the transaction. Special discounts are discounts for specific situations or customers and differ from standard discounts in that it is subtracted from the sub-total. Eligible items are designated by setting a flag in the Department or Price Look Up (PLU) file.

Special discounts are applied as a specialized Method of Payment (MOP) with the discount percentages stored in the MOP file. The MOP file can define multiple special discounts, however the system will use the same criteria to determine item eligibility. Only one special discount may be applied to any given transaction.

Supported Hardware Configurations

- Commander with Topaz
- Commander with Ruby2
- RubyCi with Topaz
- RubyCi with Ruby2

Configuring Special Discount

Configuring with Command Configuration Client

Enable Special Discounts for Departments

To allow special discounts to be applied to items in a department, select the "Allow Special Discount" option for that specific department.

1. From the Command Configuration Client, go to: Store Operations > Merchandise.



The Merchandise Configuration window displays.

Merchandise Conf	igu	ration
Categories Product Codes	Dep	artments
		Add Delete
Select Category		Number
0001 - FUEL		1
0002 - OTHER FUEL		Name
0003 - TOBACCO		FUEL
0004 - ALCOHOL		
0005 - FAST FOOD		
0006 - TAX GROC.		
0007 - N/TAX GROC.	=	
0008-LOTTO		
0010 - CAR WASH		
0011 - OTHER		
0012 - Deli Kiosk		
0013 - COFFEE		
0014 - FOUNTAIN		
0015 - BULK ICE CREAM		
0016 - SOUP AND SALADS		
0017 - ONLINE LTTRY		
0018 - INSTNT LTTRY		
0019 - LTTRY VCHR ISSD		
0020 - FUEL	Ŧ	
		,

2. Select the [Departments] tab.

Merchandise Configuration Save Cancel					
Categories Product Codes	epartments				
		Add Delete			
Select Department	Number 1 1 Min. Amount 0.00 Product Code 0400 - GENERAL MERCHAN Fuel Tax Exemption Fees ID Check 2 - TOBACCO ID CHECK Taxes 1 - STATE Blue Laws Options Allow Food Stamps Allow Fractional Quantity Fuel Denastment	Name CIGARETTES Max. Amount 0.00 Category 0001 - FUEL Edit Edit Edit Edit Name Name Max. Amount 0.00 Category 0001 - FUEL Image: Content in the second seco			
	Fuel Department	Money Order Department			

- 3. Select the [Department] from the Department list.
- 4. From the Options parameters, select [Allow Special Discount] to enable special discounts to be applied to items in this department.



If this parameter is selected, the Special Discount MOP should be setup on Payment > MOP.

- 5. Repeat the above steps for all items in this department that may have a special discount applied to them.
- 6. Select [Save] to accept, or [Cancel] to exit without saving changes.

Enable Special Discounts for PLU items

To allow special discounts to be applied to a specific PLU Item, select the "*Special Discount*" property for each PLU.

1. From the Command Configuration Client, go to: Store Operations > PLUs.

Security Initial Setu	p Store Operations Promo	s and Discounts	Forecourt	Devices	Payment Controller	Reporting	Tools	Help	Log Out
	Payment								
	Merchandise								
	Restrictions								
	PLUs								
	Sales								
	Menu Keys								
	Register								
	Touch Screen								
	House Account								
	Group Price Change								

The Price Look Up Manager window displays.

Price Look Up Manager	
	Add Delete
Page 1 of 314	PLU 000000000000000000000000000000000000
Previous Retrieve PLUs Next	Description PLANTERS DAYBRK APPLE CN
UPC Data A	Price 0.99 Seil Unit 1.000
0000000000000000 PLANTERS DAYERKA 0000000000011/000 SKNR RECTN PR3RM	Department 0017 - ICE CREAM DIP
000000000017/000 \$1 SCR OFF	Product Code
000000000024/000 \$2 SCR OFF	Fees
000000000048/000 \$10 SCR OFF	
0000000000055/000 \$20 SCR OFF	ID Check
0000000000079000 SM COFFEE EACH	
0000000000093/000 LG COFFEE EACH	
0000000000109/000 8/ HAM & TKY SUB	Blue Laws Est
000000000115/000 SKNR RDCTN PRORM	
000000000130/000 8/" MEATBALL SUB	Propenses
0000000000147/000 8/ SEAFD WHITE S 🔻	
4 III +	C Open C Not sold
	Returnable Food Stamp
	Special Discount Promo
	C Precional City
	Taxable Rebate
	Additional environments and activities have been as to be activities that the TV II is said
	Additioner erhourik egeinst which tex is to be cerculated when this PLU is SOID
	Amount 0.00

2. Select the <PLU> from the PLU listing.



3. Select [Special Discount] under the Properties parameters to allow a special discount to be applied to the selected PLU.



If this parameter is selected, the Special Discount MOP should be setup on Payment > MOP.

Repeat the above steps for each PLU Item to allow a special discount to be applied.

4. Select [Save] to accept, or [Cancel] to exit without saving changes.

Configure Special Discount Method of Payment

A special discount works as a MOP. This is a percentage based discount applied against PLUs and department sales configured as special discount eligible.

1. From the Command Configuration Client, go to: Store Operations > Payment.

Security	Initial Setup	Store Operations	Promos and Discounts	Forecourt	Devices	Payment Controller	Reporting	Tools	Help	Log Out
		Payment								
		Merchandise								
		Restrictions								
		PLUs								
		Sales								
		Menu Keys								
		Register								
		Touch Screen								
		House Account								
		Group Price Change	2							

The Payment Management window displays.

Payment Management				
MOP Currencies Fees	Tax F	lates		
Select MOP 001 - CASH 002 - CHECK 003 - CREDIT 004 - DEBIT 005 - MAN CRED 006 - IN-HOUSE 007 - MAN CR2 008 - MANILIAL ERT	* III	Name CASH Minimum Amount 0.01 Limit 100.00 Tender Code	Delete MOP Code 00 - CASH Maximum Amount 0.00 #Additional Receipts 0 Tender Sub Code	
008 - MANDAL EB1 009 - LOTTO 010 - DRIVE OFF 011 - TAX COUPON 012 - \$20 CASH 013 - \$50 CASH 014 - EXACT CHANGE 015 - TRAV CHK 016 - LOTTERY 017 - PUMP TEST 018 - NTAX COUPN 019 - EBTCB 020	Ŧ	generic Options Force Safe Drop Tender Amount F Allow Zero Entry Allow Refund Allow Safe Drop Force Ticket Prin	generic © Open Drawer On Sale Required © Cashier Report Prompt Allow Without Sale © Allow Change © Allow Money Order Purchase	

2. Select the [MOP] tab.

Payment Management				
MOP Currencies Fees	Tax	Rates		
Select MOP		Name	Delete MOP Code	
001 - CASH 002 - CHECK 003 - CREDIT 004 - DEBIT 005 - MAN CRED 006 - IN-HOUSE 007 - MAN CR2 008 - MANUAL EBT 009 - LOTTO 010 - DRIVE OFF 011 - TAX COUPON 012 - \$20 CASH 013 - \$50 CASH 014 - EXACT CHANGE	* III	SPECIAL DISC Minimum Amount 10.00 Limit 0.00 Tender Code generic Options Force Safe Drop V Tender Amount F	15 - SPECIAL_DISC Maximum Amount 50.00 #Additional Receipts 0 Tender Sub Code generic Ø Open Drawer On Sale Required Cashier Report Prompt	
015 - TRAV CHK 016 - LOTTERY 017 - PUMP TEST 018 - NTAX COUPN 019 - EBTCB 020 - SPECIAL DISC	Ŧ	Allow Zero Entry Allow Refund Allow Safe Drop Force Ticket Prin	Allow Without Sale Allow Change Allow Money Order Purchase	

3. Configure the Special Discount MOP parameters:

Value	Definition			
МОР				
Name	Enter [Special Discount].			
MOP Code	Select [15-Special_DISC].			
Min. Amount	Indicates the percentage discount for this MOP.			
	If MOP Code = Special Discount, the percentage discount is entered here. For example, for a 10% discount, enter 10.00.			
Max. Amount	Indicates the maximum discount amount for this MOP.			
Limit	Alerts the cashier to make a safe drop.			

Value	Definition
#Additional Receipts	Indicates how many additional receipts are required for this MOP.
Tender Code	Enter a <value> for NACS tender code. The value given represents the various types of tender, which may be rendered at the POS - NACS POS/Back Office Interface Guideline Common Data Element.</value>
Tender Sub Code	Enter the <value> for NACS tender sub code. The value given represents the various types of tender sub code, which may be rendered at the POS - NACS POS/Back Office Interface Guideline Common Data Element.</value>

4. Configure the additional MOP Options:

Options	
Force Safe Drop	Open Drawer On Sale
Tender Amount Required	Cashier Report Prompt
Allow Zero Entry	Allow Without Sale
Allow Refund	Allow Change
Allow Safe Drop	Allow Money Order Purchase
Force Ticket Print	

Parameter	Value			
Options				
Force Safe Drop	Enables a safe drop message (if the Limit value is not 0.00). The setting for "Force Safe Drop" determines if a safe drop reminder is displayed or if a safe drop is required once the calculated drawer total for this MOP reaches this Limit.			
Tender Amount Required	Requires the clerk to enter an actual (counted) drawer amount before selecting this payment type.			
Allow Zero Entry	Allows a zero entry response when entering a drawer amount for this payment type.			
Allow Refund	Permits a Refund transaction to be tendered for this payment type.			
Allow Safe Drop	Allows a safe drop for this payment type.			

Parameter	Value
Force Ticket Print	Forces a receipt to be print for any transaction that includes this payment type.
Open Drawer On Sale	Opens the cash drawer when a transaction includes this payment type.
Cashier Report Prompt	Prompts a cashier to enter the actual (counted) drawer amount when printing a cashier report.
Allow Without Sale	Permits acceptance without purchase. For example, cashing in a winning lotto ticket or permitting a check to be cashed without purchase.
Allow Change	Allows the cashier to make change when amount or amount due is selected. For example, if checks can be written for more than amount of purchase.
Allow Money Order Purchase	Permits the purchase of a money order with this payment type.
Delete	Removes the selected MOP.

5. Select [Save] to accept, or [Cancel] to exit without saving changes.

Using Special Discount

Once a special discount has been enabled, and the MOP configured, it is ready to be applied.

For example, a special discount MOP was configured for a percentage discount of 10%:

- 1. From the POS > enter the **<Sale Items>**.
 - Hot Dog = \$2.00
 - Medium Soda = \$1.00

					WELCOME TO OUR STORE CW P SWIPE CARD INCO				PayPoint Comm Error OMM IS OFFLINE			
Susp Trans	Description	Qty	Amount	(m) 1	P 2	P ,	- ·	- s		P '	Help	
	Hot Dog	1	2.00	Caller	- Care	ano .	1414.0	- au		200		
	Medium Soda	1	1,00	E	B	D	B	12	R	B		
Show Fuel				Coffee 16 oz	Coffee 20 Oz	Coffee 24 Oz	SGL DONUT	DEN DONUTS	St. Pete Times	Tampa Trib	Show Fuel	
				Banana	Orange	Apple	Bagel	Danish	USA Today	Wall St Journal		
				Morning Rush	Evening Rush	Saturday	Sunday Morning	Late Night	Lunch Rush	Fuel Tkt Print		
				Fountain	Lunch Menu	6 in Sub	SIDES	Auto Misc	Price Check	Ropeat	Check	
				Roller Grill	Fountain	Coke	6PK.CAN SODA	12 OZ BTL	SGL	16 OZ FOUNTAIN		
Deli				SPECIAL DISC	Manual POP	Allow Food	Price Override	Clock In/Out	Kiesk Order	Car Wash	Deli	
_				EXACT CASH	Next Dollar	Rest In Gas			\$10 CASH	IN-HOUSE		
Void	Sub	total Tax	\$3.00 \$0.00	6 in. Cold Sub	12 in. cold Sub	6 in. Hot Sub	12 in. Hot Sub	Frozen Drinks	Latte Espresso	ice Cream		
	SD Am	t Due	\$3.00 \$3.00 \$3.00	Safe Drop	SafeDrop Correct	Safe Loan	Pay In	Pay Out	GiftCard Activate	GiftCard Recharge		

2. Select [Total].

As special discount eligible items are added to the transaction, the system keeps a subtotal and displays it to the left of the food stamp total in the MOP section of the ticket window with an indicator of "SD".

Subtotal	\$3.00
Tax	\$0.00
TOTAL	\$3.00
SD:	\$3.00
Amt Due	\$3.00

3. Select the [SPECIAL DISC] MOP

- OR -

Select [OTHER MOP] > press the arrow key until the Special Discount MOP appears > click [ENTER].

				SWIPE CARD WELCOME TO OUR STORE SWIPE CARD				CW PayPoint Comm Error INCOMM IS OFFLINE			
Susp Trans	Description Hot Dog	Qty 1	Amount 2.00	B	B ²	12	10	E.	B	B	Help
	Medium Fountai	1	1.00	R	17	P 10	10	12	13	14	
Show Fuel				Coffee 16 oz	Coffee 20 Oz	Coffee 24 Oz	SGL DONUT	DZN DONUTS	St. Pete Times	Tampa Trib	Show Fuel
				Banana	Orange	Apple	Ragel	Danish	USA Today	Wall St Journal	
				Morning Rush	Evening Rush	Saturday	Sunday Morning	Late Night	Lunch Rush	Fuel Tkt Print	
				Fountain	Lunch Menu	6 in Sub	SIDES	Auto	Price Check	Repeat Last	Price Check
				Roller Grill	Fountain	Coke	6PK.CAN SODA	12 OZ BTL	SGL SPORTS	16 OZ FOUNTAIN	
Deli	r		→	SPECIAL DISC	Manual POP	Allow Food	Price Override	Clock In/Out	Kiosk Order	Car Wash	Deli
	1			EXACT CASH	Next Dollar	Rest In Gas			\$10 CASH	IN-HOUSE	
Void Line	T	Tax \$0.00 TOTAL \$3.00 SPECIAL DISC\$0.30 SD: \$3.00 Amt Due \$2.70	6 in. Cold Sub	12 in. Cold Sub	6 in. Hot Sub	12 in. Hot Sub	Frozen Drinks	Latte Espresso	ice Cream		
	SPECIAL SD:		Safe Drop	SafeDrop Correct	Safe Loam	Pay In	Pay Out	GiftCard Activate	GiftCard Recharge		
CORPO	RATE Reg101	Till 1	0104	1	arwash Pav	Roint 1. Con	mm Error		Feb	7. 2016 Juli PM	

A special discount amount of 10% and the new subtotal will display.

	Tax	\$0.00
T(DTAL	\$3.00
SPECIAL	DISC	C\$0.30
SD:		\$3.00
Amt	Due	\$2.70

4. Tender the transaction to complete the sale.



To remove a special discount, press [ERROR CORR]. A special discount cannot be removed if a food stamp or coupon MOP is entered.

A receipt will print with the details of the special discount transaction.

In this example, a special discount amount of \$0.30 (10% of the special discount eligible total) was deducted from the transaction.

- a. SPECIAL DISC = \$0.30
- b. SPECIAL DISC ELIGIBLE TOTAL = \$3.00



Reporting

Special Discount is a method of payment. It is reported like any other MOP and its totals are reflected in Summary and Cashier reports.

Summary Report

The Summary Report provides an overview of all sales from the beginning of the current period up to the time the report prints.

Report Details:

- TITLE: SUMMARY REPORT
- SUMMARY
 - MOP SALES: Total sales amount by method of payment.
 - NET SALES TOTAL: Total amount tendered after cancellations and refunds are deducted.
 - **PAYMENT OUT:** Total amount of nonsales transactions that are removed from the drawer.
 - **PAYMENT IN:** Total amount of nonsales transactions that added payment to the drawer.
 - TOTAL TO ACCOUNT FOR: Calculated using the following:
 - + Net Sales Total
 - Payment Out
 - + Payment In

SUMMARY REPORT ALL REGISTERS -----SUMMARY------MOP SALES 117.49 117.49 NET SALES TOTAL (241.00) PAYMENT OUT 100.00 PAYMENT IN -23.51TOTAL TO ACCOUNT FOR -----CASHIER DETAILS-----MOP SALES 86.74 CASH 24 EXACT CHANGE 29.50 8 1.25 SPECIAL DISC 4 117.49 TOTAL MOP SALES

- CASHIER DETAILS
 - MOP SALES: Summary of sales by method of payment.
 - CASH: Cash summary of sales by MOP.
 - EXACT CHANGE: Exact change summary of sales by MOP.
 - SPECIAL DISC: Special discount summary of sales by MOP.
 - TOTAL MOP SALES: Total amount of sales by MOP.

Cashier Report

The Cashier Report calculates the sales totals for that cashier on the terminal where the cashier performed the sales.

Report Details:

- TITLE: CASHIER REPORT
- **REG#**: Register for which the Cashier Report was generated.
- CASHIER #: ID and name of the employee who used the register.
- RCPTS: Beginning and ending receipt numbers issued during the cashier period.
- TOT: Total number of receipts printed on this terminal.
- ACT: Total number of receipts used by this cashier.
- OPEN CASHIER: Date and time this cashier started using the register.
- CLOSE CASHIER: Date and time this register was closed.
- SUMMARY
 - **BEGINNING CASH:** Amount with which cashier started the drawer.
 - MOP SALES: Total amount from the MOP SALES section.
 - NET SALES TOTAL: Total amount in sales transacted for the drawer.
 - TOTAL TO ACCOUNT FOR: Total amount that should be in the closed drawer.

CASHIER DETAILS

- MOP SALES: Summary of sales by method of payment.
 - CASH: Cash summary of sales by MOP.
 - SPECIAL DISC: Special discount summary of sales by MOP.
 - TOTAL MOP SALES: Total amount of sales by MOP.
- MEMO ITEMS
 - #ITEMS: Quantity of items sold.
 - #CUSTOMERS: Individual transactions.
- TOTALS
 - TOTAL MERCH SALES: Total amount of merchandise sales.

CASHIER	REP	ORT	#004
REG #101 CASHIER RCPTS: 1010040-10 OPEN CASHIER 02/ CLOSE CASHIER 02/	#01 CO 010040 /17/16 /17/16	RPORATE TOT=1 A0 16:14 16:15	CT=1
BEGINNING CASH	UMMARY	1.1.1.1	25.00
HOP SHEES			3.00
NET SALES TOTAL	28.00		
TOTAL TO ACCOUNT	FOR		28.00
CASHI MO	er det P sales	AILS S	
DOLLAR	1	2.70	
SPECIAL DISC	1	0.30	
TOTAL MOP SALES			3.00
MEM	O ITEMS	S	
#TTEMS #CUSTOMERS		2	
TOTAL MERCH SALES	TOTALS		3.00

Troubleshooting

Error Code Table

Error Code	Message	Description / Action
E1116	"AMOUNT TOO LARGE"	The special discount is greater than the maximum amount configured in the special discount MOP configuration.
E1188	"MOP APPLIED BEFORE"	A special discount has already been applied to the transaction; only one special discount is allowed.
E1189	"NO ELIGIBLE ITEM"	A special discount cannot be applied because there are no items in the transaction set up to receive a special discount.
E1190	"MUST BE FIRST MOP"	The special discount MOP must be entered first. Use [ERROR CORR] to remove the other MOPs, then apply the special discount MOP.

2 SAPPHIRE

Overview

Feature Description

The Special Discount Feature Reference provides and overview of special discounts, as well as how to use and configure these discounts on Sapphire.

A special discount is defined as a fixed percentage discount taken at the sub-total level which applies only to certain eligible items within the transaction. Special discounts are discounts for specific situations or customers and differ from standard discounts in that it is subtracted from the sub-total. Eligible items are designated by setting a flag in the Department or Price Look Up (PLU) file.

Special discounts are applied as a specialized Method of Payment (MOP) with the discount percentages stored in the MOP file. The MOP file can define multiple special discounts, however the system will use the same criteria to determine item eligibility. Only one special discount may be applied to any given transaction.

Supported Hardware Configuration

- Sapphire with Topaz
- Sapphire with Ruby

Configuring Special Discount

Configuring with Sapphire Configuration Manager

Enable Special Discount for Departments

To allow special discounts to be applied to items in a department, select the "*Allow Special Discount"* option for that specific department.

1. From the Sapphire Configuration Manager, go to: Manager > Merchandise.



The Merchandise Configuration window displays.

			Mercha	andise Manag
alegory	Product Code Departme	and .		Save
Num	Name	Numb	ec 1	Ne <u>w</u> Department
0002	PREM CIGS - 1PK PRODUCE	Descriptio	I CIGARETTES	Dglete Departmen
0004	DELI DONUT/BAGEL	<u>M</u> in Amou	nt 0.00 Mag.Amount 0.00	Bestore Departme
1006 1007 1008	COFFEE MUGS FOUNTAIN	Product Cor	ie:	1
0009	HBA HBA TAX	Catego	ge 0001 - FUEL	2
012	ICE CREAM NOV GROCERY TAX	E		-
0014	PUBLICATIONS NEWSPAPERS	JD Cheo	k: 0001 - ALCOHOL ID CHECK	
016 0017 0018	ICE CREAM DIP HOT DOGGER	Iaxe	SE: 20001 · STATE	
1019 1020 1021	FUEL SANDWICH	Euel Taxe	0002 · CONDENT	
022 023	V-POWER DIESEL	Blue Lav	#: Blue Law 1	
1024 1025	SOUP AND SALADS Phone Cards CIET CARDS	Oution	Blue Law 2	
1027 1028	LOTTERY INSTNTCKTLTRYSAL	Übee	Allow Special Discount	
1029 1030	UTTRY VCHR ISSD ONLNELTRYPAYOUT		Mark as Negative	
0032	DELI KIOSK	*	Mark as Money Order	

2. Select the [Departments] tab.

itegory	Product Cod Departmen	nt.			Save
Num	Name		Number:	401	New Department
0070 0071 0072	DELI 6IN SAND DELI 12 IN SAND PIZZA MED	^	Description:	Roller Grill	Delete Department
0073	PIZZA LG PIZZA SLICES		<u>M</u> in Amount	10.00 Mag Amount: 50.00	Restore Departmen
0075 0099 0100	UNDEFINED ITEMS HANDYFOODS 6		Product Code:	0106 - OTHER DISOUNT	
0101 0126 0130	GIFT CARD RECHARGE		Category:	0007 - N/TAX GROC.	
0140 0141	AMMUNITION		<u>F</u> ee:		
0200 0201 0401	BueDown NTax Roler Gril	n	ID Check:	0001 · ALCOHOL ID CHECK 0002 · TOBACCO ID CHECK	
)508)509)510	509-WF 510-WF	=	<u>⊺</u> axes:	0001 - STATE 0002 - LUXURY	:
0620 5541	620-WF Lottery Sales Winner		Euel Taxes:	, 	5
3001 3889	NACS Demo Neg Items FCE Deli		<u>B</u> lue Laws:	Blue Law 1 Blue Law 2	
3001 3002 3003	CANDY HBA		Options:	Allow Food Stamps	
3004 3005 3006	DAIRY			Allow Fractional Quantity	
9007 9008	COMBO FAST FOOD	-		Mark as Fuel	

- 3. Select the [Department] from the Department list.
- 4. From the Options parameters, select [Allow Special Discount] to enable special discounts to be applied to items in this department.



If this parameter is selected, the Special Discount MOP should be setup on Payment > MOP.

- 5. Repeat the above steps for all items in this department that may have a special discount applied to them.
- 6. Select [Save] to accept, or [Cancel] to exit without saving changes.

Enable Special Discount for PLU items

To allow special discounts to be applied to a specific PLU Item, select the "*Special Discount*" property for each PLU.

1. From the Sapphire Configuration Manager, go to: Manager > PLUs.



The Price Look Up Manager window displays.

Carolina Cunar Cina			Price Look Up Manag	er
Page 1 Page 1 New/Modified Previous Retrie	of 314 Deleted	PLU: Modifier:	Add New PLU 0000000009997 000 Delete]
UPC 000000009997/000	Desc ITEM D	Price:	9.97 Sell Unit: 1.000	
000000009998/000 00000009999/000	ITEM E	Department:	TEST A DEPT	
000000000000000000000000000000000000000	PLANTERS DAYBRK \$1 SCR OFF	Prod Code:	•	
000000000002/000 00000000003/000	\$2 SCR OFF \$5 SCR OFF	ID Check:	· · · · ·	
000000000004/000 00000000005/000	\$10 SCR OFF \$20 SCR OFF	Taxes:	STATE	
000000000007/000 000000000008/000	SM COFFEE EACH MED COFFEE EACH	Properties:		
000000000009/000 0000000000010/000	LG COFFEE EACH 8" HAM & TKY SUB E	Blue Laws:		
000000000012/000	BASIC PK	and water.	Apply Blue Law - 2	
<u> </u>				

2. Select the <**PLU**> from the PLU listing.

			F	Price Look U	Jp Manager Save	
Sapphire Super Size Page 2 New/Modified Previous Retrie UPC 000000000131/000 00000000135/001 000000000135/001 000000000135/002 000000000141/000 000000000141/001 000000000141/001 000000000141/001 000000000141/003 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 000000000145/001 0000000000145/001 0000000000000000000000000000000000	of 314 Deleted Ve PLUs Next Desc A HOT DOG SM.COFFEE MED. COFFEE LG.COFFEE Ice 20# SM FOUNT DR MED FOUNT DR LG FOUNT DR LG FOUNT DR SGL DONUT SGL DONUT SGL COOKIE	PLU: Modifier: Description: Price: Department: Prod Code: Fee: ID Check: Taxes: Properties:	000000000 000 HOT DOG 2.00 N/TAX GF OTHER D	00131 Delete Sell Unit: 1.000 ROC ISOUNT	Save	
000000000145/003 000000000146/000 000000000146/001 000000000147/000	3 CDOKJES DAILY NEWS SUNDAY NEWS Danish	Blue Laws:	Apply Bl. Apply Bl.	ie Law - 1 □ ie Law - 2 □		
3. From Proper [Box] to vie	ties parameters w Full Property	s, select t options.	he	Full Propert	y View	Done
 Select [Special disconstruction of the selected PLI 	cial Discount] to ount to be appli- J.	o allow a ed to the		Open Not Sold Returnable		2.412
5. Select [Don peat the above s ow a special disc	e]. teps for each PL ount to be appli	.U Item to ied.)	Food Stamp Special Discour Promo Fractional Qty	ot	

NOTE

If this parameter is selected, the Special Discount MOP should be setup on Payment > MOP.

Configure Special Discount Method of Payment

A special discount works as a MOP. This is a percentage based discount applied against PLUs and department sales configured as special discount eligible.

1. From the Sapphire Configuration Manager, go to: Manager > Payment.



The Payment Management window displays.

				Payment M	lanagement
MOP (urrencies <u>F</u> ees <u>I</u> ax Rates				Save
ID 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Payment Name CASH CREDIT TRAVELLERS DEBIT COUPON IN-HOUSE LOTTERY LOTTO EBT-FOOD OFFLINE EBT-CASH OFFLINE PREPAID GIFT CARD PUMP TEST PUMP OVERRUN EBT FOOD ONLINE EBT CASH ONLINE \$5 \$10 \$20 \$50 FLEX MOP	ID: Name: Code: Min. Amount: Limit: Options:	1 CASH 00000 - CASH 0.00 25.00 Force Safe Drop Open Drawer On Sale Tender Amount Required Cashier Report Prompt Allow Zero Entry Allow Without Sale Allow Refund Allow Change Allow Change Allow Money Order Purch Force Ticket Print	Max. Amount: 0.00 # Additional Receipts: 0	Delete MOP Restore MOP ▼

2. Select the [MOP] tab.

				Payme	nt M	anagem
ID	Currencies Eees Lax Rates Payment Name CASH CREDIT TRAVELLERS DEBIT COUPON IN-HOUSE LOTTERY LOTTO EBT-FOOD OFFLINE EBT-CASH OFFLINE PREPAID GIFT CARD PUMP TEST PUMP OVERRUN EBT-COOD ON	ID: Name: Code: Min. Amount Limit: Options:	20 SPECIAL DISCOUNT 00015 - SPECIAL_DISC 10.00 0.00 Force Safe Drop Open Drawer On Sale	Max Amount: # Additional Receipts:	50.00 0	<u>Save</u> <u>Delete MOP</u> Bestore MOP
	EBT FOOD ONLINE EBT CASH ONLINE \$5 \$10 \$20 \$50 \$PECIAL DISCOUNT		Tender Amount Requir Cashier Report Prompt Allow Zero Entry Allow Without Sale Allow Refund Allow Change Allow Safe Drop Allow Money Order Pu Force Ticket Print	red rchase		

3. Configure the special discount MOP parameters:

Value	Definition				
МОР					
Name	Enter [Special Discount].				
MOP Code	Select [15-Special_DISC].				
Min. Amount	Indicates the percentage discount for this MOP. If MOP Code = Special Discount, the percentage discount is entered here. For example, for a 10% discount, enter 10.00.				
Max. Amount	Indicates the maximum discount amount for this MOP.				
Limit	Alerts the cashier to make a safe drop.				
#Additional Receipts	Indicates how many additional receipts are required for this MOP.				

4. Configure the additional MOP Options:

Parameter	Value
Options	
Force Safe Drop	Enables a safe drop message (if the Limit value is not 0.00).
	The setting for "Force Safe Drop" determines if a safe drop reminder is displayed or if a safe drop is required once the calculated drawer total for this MOP reaches this Limit.
Open Drawer On Sale	Opens the cash drawer when a transaction includes this payment type.
Tender Amount Required	Requires the clerk to enter an actual (counted) drawer amount before selecting this payment type.
Cashier Report Prompt	Prompts a cashier to enter the actual (counted) drawer amount when printing a cashier report.
Allow Zero Entry	Allows a zero entry response when entering a drawer amount for this payment type.
Allow Without Sale	Permits acceptance without purchase. For example, cashing in a winning lotto ticket or permitting a check to be cashed without purchase.
Allow Refund	Permits a Refund transaction to be tendered for this payment type.
Allow Change	Allows the cashier to make change when amount or amount due is selected. For example, if checks can be written for more than amount of purchase.

Parameter	Value
Allow Safe Drop	Allows a safe drop for this payment type.
Allow Money Order Purchase	Permits the purchase of a money order with this payment type.
Force Ticket Print	Forces a receipt to be print for any transaction that includes this payment type.
Delete MOP	Removes the selected MOP.

5. Select [Save] to accept changes.

Using Special Discount

Once a special discount has been enabled, and the MOP configured, it is ready to be applied.

For example, a special discount MOP was configured for a percentage discount of 10%:

- 1. From the POS > enter the **<Sale Items>**.
 - Hot Dog = \$2.00
 - Medium Soda = \$1.00

			WELCOME TO SWIPE CARD	O OUR STORE		CW P INCO	PayPoint Com	m Error VE		
Susp Trans	Description Hot Dog	Qty Amount 1 2.00	R '	R *	12	R	10	10	1	Help
_	Medium Soda	1 1.00	The state	R.	10	13	12	er A	14	-
Show Fuel			Coffee 16 oz	Coffee 20 Oz	Coffee 24 Oz	SGL DONUT	DZN DONUTS	St. Pete Times	Tampa Trib	Show
			Banana	Orange	Apple	Bagel	Danish	USA Today	Wall St Journal	
			Morning Rush	Evening Rush	Saturday	Sunday Morning	Late Night	Lunch Rush	Fuel Tkt Print	
			Fountain	Lunch Menu	6 in Sub	SIDES	Auto Misc	Price Check	Repeat Last	Check
			Roller Grill	Fountain	Coke	6PK.CAN SODA	12 OZ BTL	SGL	16 OZ FOUNTAIN	
Deli			SPECIAL DISC	Manual POP	Allow Food	Price Override	Clock In/Out	Kiosk Order	Car Wash	Deli
_			EXACT CASH	Next Dollar	Rest In Gas	TAX		\$10 CASH	IN-HOUSE	
Void	Subto	otal \$3.00 Tax \$0.00	6 in. Cold Sub	12 in. cold Sub	6 in. Hot Sub	12 in. Hot Sub	Frozen Drinks	Latte Espresso	lce Cream	
C. C. C.	SD: Ant	S3.00 Due \$3.00	Safe Drop	SafeDrop Correct	Safe Loan	Pay in	Pay Out	GiftCard Activate	GiftCard Recharge	

2. Select [Total].

As special discount eligible items are added to the transaction, the system keeps a subtotal and displays it to the left of the food stamp total in the MOP section of the ticket window with an indicator of "SD".

Subtotal	\$3.00
Tax	\$0.00
TOTAL	\$3.00
SD:	\$3.00
Amt Due	\$3.00

3. Select the [SPECIAL DISC] MOP

OR

Select [OTHER MOP] > press the arrow key until the Special Discount MOP appears > click [ENTER].

cription Dog um Fountai	Qty 1	Amount	proc. 1			2				5
um Fountai		2.00	1.0	R 2	12	10	1	B	D'	Help
	1	1.00	R.	12,	P 10	1	12	13	14	
			Coffee 16 oz	Coffee 20 Oz	Coffee 24 Oz	SGL DONUT	DZN DONUTS	St. Pete Times	Tampa Trib	Show Fuel
			Banana	Orange	Apple	Ragel	Danish	USA Today	Wall St Journal	
			Morning Rush	Evening Rush	Saturday	Sunday Morning	Late Night	Lunch Rush	Fuel Tit Print	
			Fountain	Lunch Menu	6 in Sub	SIDES	Auto Misc	Price Check	Repeat Last	Price Check
			Roller Grill	Fountain	Coke	GPK.CAN SODA	12 OZ BTL	SGL SPORTS	16 OZ FOUNTAIN	=
ŗ		• →	SPECIAL DISC	Manual POP	Allow Food	Price Override	Clock In/Out	Kiesk Order	Car Wash	Deli
↓			EXACT CASH	Next Dollar	Rest in Gas			\$10 CASH	IN-HOUSE	
T	Tax	\$0.00 \$3.00	6 in. Cold Sub	12 in. Cold Sub	6 in. Hot Sub	12 in. Hot Sub	Frozen Drinks	Latte Espresso	ice Cream	
SPECIAL SD: Amt	DIS	\$3.00 \$2.70	Safe Drop	SafeDrop Correct	Safe Loan	Pay In	Pay Out	GiftCard Activate	GiftCard Recharge	
	SPECIAL SD: Ant Rest01	Tax TOTAL SPECIAL DIS SD: Ant Due Region Tal	Tax \$0.00 TOTAL \$3.00 SPECIAL DISC\$0.30 SD: \$3.00 Ant Due \$2.70 Read Tot 1 3004	Coffee 16 oz Esnana Morning Rush Fountain Roller Grill SPECIAL DISC SPECIAL DISCS0.30 SD: \$3.00 Ant Due \$2.70 Reviol Tol 10104	Coffee 15 oz Coffee 20 Oz Banana Orange Morning Evening Rush Evening Rush Evening Rush Fountain Fountain Lunch Menu Roller Fountain SPECIAL DUNCH Tax \$0.00 TOTAL \$3.00 SPECIAL DISC\$0.30 SPECIAL DISC\$0.30 SD: \$3.00 Ant Due \$2.70 Performed Total Total	Coffee 16 oz Coffee 20 Oz Coffee 24 Oz Esnana Orange Apple Morning Evening Saturday Fountain Lunch 6 in Sub Roller Fountain Coke SPECIAL DISCE Tax \$0.00 TOTAL \$3.00 SPECIAL DISCS0.30 SD: \$3.00 Ant Due \$2.70 Rest in Drawash Pay Keint 1 Core	Coffee 16 of Coffee 20 Of Coffee 24 Of SGL DONUT Banana Orange Apple Bagel Morning Evening Saturday Morning Fountain Lunch 6 in SIDES Roller Fountain Coke 6PK.CAN SUDES Roller Fountain Coke 6PK.CAN SUDES SPECIAL DISC Manual Allow Price SPECIAL DISC Manual Allow Price EXACT Next Rest In TAX COUPON TOTAL \$3.00 SPECIAL DISCS0.30 SD: \$3.00 Ant Due \$2.70 Paylon Context 1 Comm Error	Coffee 16 oz Coffee 20 Oz Coffee 24 Oz SGL DONUT Banana Orange Apple Bagel Danish Morning Evening Saturday Morning Night Fountain Lunch 6 in SIDES Auto Morning Fountain Coke 6PK.CAN 12 OZ SODA 12 OZ BEL Fountain Lunch 6 in SIDES Auto Micc Roller Fountain Coke 6PK.CAN 12 OZ SDDA 12 OZ	Coffee 16 of Coffee 20 Of Coffee 24 Of SGL DONUT DONUTS Peter Times Banana Orange Apple Bagel Danish USA Today Morning Evening Saturday Sunday Late Lunch Rush Fountain Lunch 6 in SIDES Auto Price Fountain Lunch 6 in SIDES Auto Price Roller Fountain Coke 6PK.CAN 12 OZ SGL Roller Fountain Coke 6PK.CAN 12 OZ SGL SPECIAL DISC Manual Allow Price Clock Klock FOR SODA BTL SPORTS SPECIAL DISC Manual Rett In TAX COUPON COUPN S10 CASH TAX \$0.00 6 in Cold Sub Pole Sub Price Dinks S10 CASH TOTAL \$3.00 SDE S3.00	Coffee 16 oz Coffee 20 Oz Coffee 24 Oz SGL DONUT DONUTS Pete Times Tampa Trib Banana Orange Apple Bagel Danish USA Today Wall St Journal Morning Evening Saturday Sunday Late Lunch Fuel TKt Fountain Lunch 6 in SIDES Auto Price Repeat Roller Fountain Coke 6PK.CAN 12 OZ SGL 5FORTS FOUNTAIN SPECIAL Manual Allow Price Clock Klosk Car SPECIAL Manual Allow Price Clock In/Out Klosk Car EXACT Next Rest in TAX OVERN S10 CASH IN-HOUSE TOTAL \$3.00 SPECIAL DISCS .300 SD : \$3.00 Ant Due \$2.70 Rest in Due \$2.70 Correct Day Kolnt 1 Comm Error

A special discount amount of 10% and the new subtotal will display.

	Tax	\$0.00
T(DTAL	\$3.00
SPECIAL	DISC	C\$0.30
SD:		\$3.00
Amt	Due	\$2.70

4. Tender the transaction to complete the sale.



To remove a special discount, press [ERROR CORR]. A special discount cannot be removed if a food stamp or coupon MOP is entered.

A receipt will print with the details of the special discount transaction.

In this example, a special discount amount of \$0.30 (10% of the special discount eligible total) was deducted from the transaction.

- a. SPECIAL DISC = \$0.30
- b. SPECIAL DISC ELIGIBLE TOTAL = \$3.00



Reporting

Special Discount is a method of payment. It is reported like any other MOP and its totals are reflected in Summary and Cashier reports.

Summary Report

The Summary Report provides an overview of all sales from the beginning of the current period up to the time the report prints.

Report Details:

- TITLE: SUMMARY REPORT
- SUMMARY
 - MOP SALES: Total sales amount by method of payment.
 - NET SALES TOTAL: Total amount tendered after cancellations and refunds are deducted.
 - PAYMENT OUT: Total amount of nonsales transactions that removed from the drawer.
 - **PAYMENT IN:** Total amount of nonsales transactions that added payment to the drawer.
 - TOTAL TO ACCOUNT FOR: Calculated using the following:
 - + Net Sales Total
 - Payment Out
 - + Payment In

SUMMARY REPORT ALL REGISTERS MOP SALES 117.49 NET SALES TOTAL 117.49 PAYMENT OUT (241.00)

MUP OHILO	1111-10
NET SALES TOTAL	117.49
DAVNENT OUT	(241.00)
PATMENT UUT	100.00
PAYMENT IN	100.00
TOTAL TO ACCOUNT FOR	-23.51
CASHIER DETAILS	
MUP SALES	
CASH 24	86.74
EXACT CHANGE 8	29.50
SPECIAL DISC 4	1.25
TOTAL HOD SALES	117 49
TUTAL MUP SALES	117.40

- CASHIER DETAILS
 - MOP SALES: Summary of sales by method of payment.
 - CASH: Cash summary of sales by MOP.
 - EXACT CHANGE: Exact change summary of sales by MOP.
 - SPECIAL DISC: Special discount summary of sales by MOP.
 - TOTAL MOP SALES: Total amount of sales by MOP.

Cashier Report

The Cashier Report calculates the sales totals for that cashier on the terminal where the cashier performed the sales.

Report Details:

- TITLE: CASHIER REPORT
- **REG#**: Register for which the Cashier Report was generated.
- CASHIER #: ID and name of the employee who used the register.
- RCPTS: Beginning and ending receipt numbers issued during the cashier period.
- TOT: Total number of receipts printed on this terminal.
- ACT: Total number of receipts used by this cashier.
- OPEN CASHIER: Date and time this cashier started using the register.
- CLOSE CASHIER: Date and time this register was closed.
- SUMMARY
 - **BEGINNING CASH:** Amount with which cashier started the drawer.
 - MOP SALES: Total amount from the MOP SALES section.
 - NET SALES TOTAL: Total amount in sales transacted for the drawer.
 - TOTAL TO ACCOUNT FOR: Total amount that should be in the closed drawer.
- CASHIER DETAILS
 - MOP SALES: Summary of sales by method of payment.
 - CASH: Cash summary of sales by MOP.
 - SPECIAL DISC: Special discount summary of sales by MOP.
 - TOTAL MOP SALES: Total amount of sales by MOP.
- MEMO ITEMS
 - #ITEMS: Quantity of items sold.
 - #CUSTOMERS: Individual transactions.
- TOTALS

CASHIER	REF	PORT	#004	
REG #101 CASHIER #01 CORPORATE RCPTS: 1010040-1010040 TOT=1 ACT=1 OPEN CASHIER 02/17/16 16:14 CLOSE CASHIER 02/17/16 16:15				
RECTINITING CASH	SUMMARY		DE 00	
MOP SALES			3.00	
NET SALES TOTAL			28.00	
TOTAL TO ACCOUNT FOR			28.00	
CASHIER DETAILS MOP SALES				
DOLLAR	1	2.70		
SPECIAL DISC	1	0.30		
TOTAL MOP SALES			3.00	
MEMO ITEMS				
#ITEMS #CUSTOMERS		2 1		
TOTALS				
TOTAL MERCH SALES			3.00	

- TOTAL MERCH SALES: Total amount of merchandise sales.

Troubleshooting

Error Code Table

Error Code	Message	Description / Action	
E1116	"AMOUNT TOO LARGE"	The special discount is greater than the maximum amount configured in the special discount MOP configuration.	
E1188	"MOP APPLIED BEFORE"	A special discount has already been applied to the transaction; only one special discount is allowed.	
E1189	"NO ELIGIBLE ITEM"	A special discount cannot be applied because there are no items in the transaction set up to receive a special discount.	
E1190	"MUST BE FIRST MOP"	The special discount MOP must be entered first. Use [ERROR CORR] to remove the other MOPs, then apply the special discount MOP.	