

# PRESTA POS



CERTIFIED MODULE



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#### **Purpose & functionality**

PrestaPOS is a full-featured Point of Sale tool, which has been designed to give you the best user experience both in tablet (touchscreens) and desktop.

This module has been specially designed to control all the events around the selling process with notifications and warnings on the most critical process like the cashbox openings and closes.

The experience has been optimized for tablet devices like Android and iOS / iPad OS

#### **Technical description & requirements**

**VERSION:** 3.0.2

**PS Versions:** 1.6.1.0 - 8.1.4

**PHP**: 5.6 - 8.1

Recommended browser: Google Chrome

Compatible browser with limited printing support: Firefox, Safari, Gnome

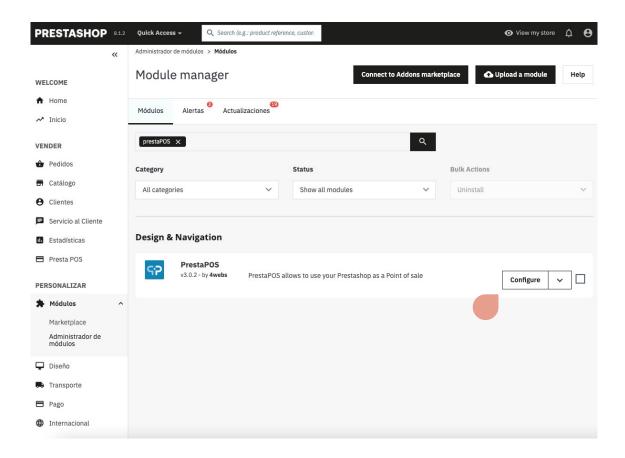
browser

#### **Configuration & Install**

in first place we need to upload the module zip or folder to the Prestashop server, after that, you need to search the module in the modules searcher and click on the "Install" option.

This will install a configuration page under the modules list and a lateral tab called "Presta POS". In the next pages we'll explain to you how to configure the module and how to use it

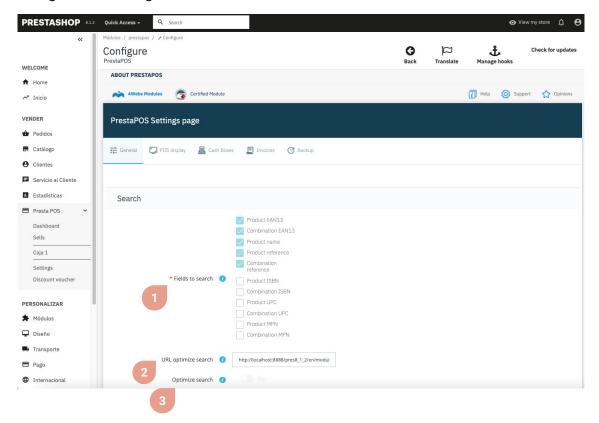
This module has a configuration page available under the module list and then clicking on the "Configure button"



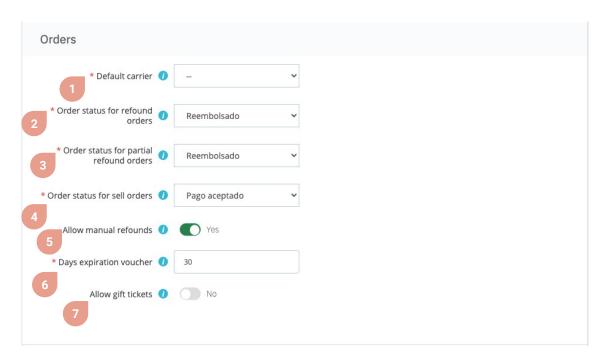
Note: The displayed module version in pictures and the downloaded one can be different

Once inside the settings page, you will notice five tabs at the top, we have grouped most of these options to make configuring and managing the module as comfortable as possible.

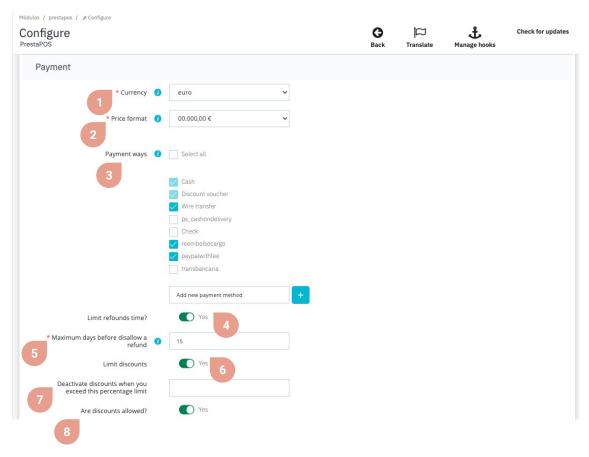
On the first page we can configure a series of general settings for the module, among which we will explain in detail later, you can adjust options on the searches that are carried out at the checkout, settings on the orders or sales that will be created with our module, the payment methods that can be used, and general settings about clients:



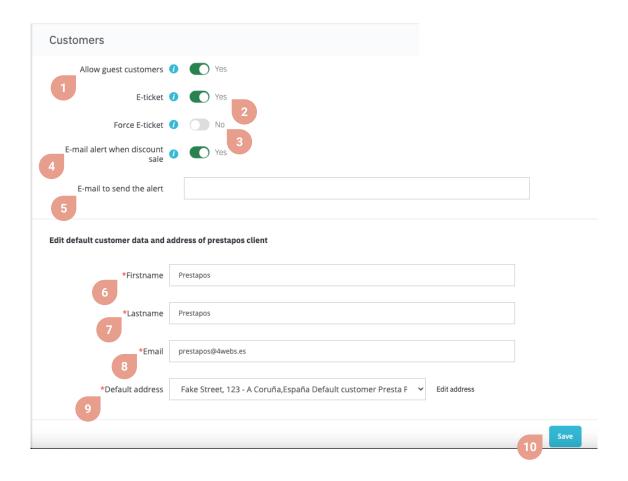
- 1. Determine here by which terms or fields you want the user to be able to search for the products in the checkout.
- 2. Use this url to add a cron task on your server, and thus optimize the searches carried out in the box.
- 3. Non-editable field used to indicate whether you have already activated search optimization using the aforementioned cron task.



- 1. Select the carrier that will be used for orders from the POS.
- 2. Here you must establish what status the orders will remain in when payments are made from PrestaPOS.
- 3. Here you must establish the status of the orders that have been partially returned from PrestaPOS.
- 4. Here you must establish the status of the orders placed and finalized from PrestaPOS.
- 5. You can allow manual refunds to be made at the POS.
- 6. You can enter here how many days the discount vouchers generated from the POS can be used.
- 7. Activate this option if you want gift tickets to be generated from the POS.

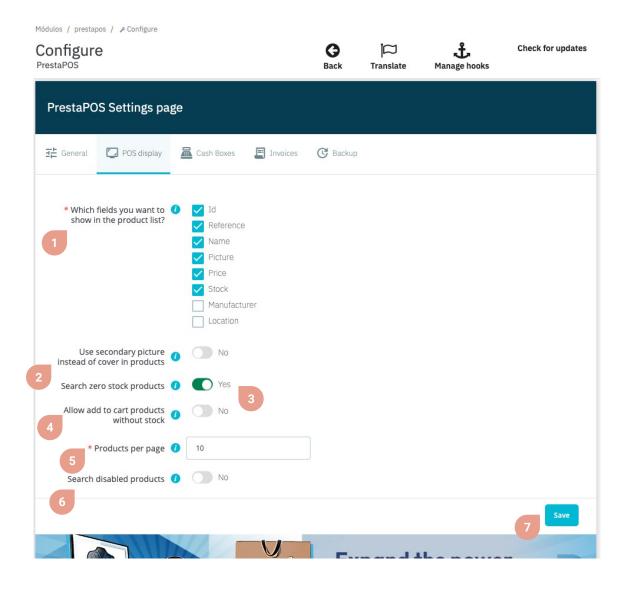


- 1. Select the currency you want to use with PrestaPOS.
- 2. Select the price format you want to use in the POS.
- 3. Establish here the payment methods that will be accepted at the POS.
- 4. Here you must establish the status of the orders placed and finalized from PrestaPOS.
- 5. Activate this option to display the following form options, which will allow you to limit the use of discounts.
- 6. If you want to disable discounts once they exceed a percentage limit, enter the percentage here (only numbers should be used).
- 7. If you activate this option, the use of discounts at the POS will be allowed, or if, on the contrary, we do not want discounts to be applied under any circumstances.



- 1. Activate this option to allow unregistered customers to purchase with PrestaPOS.
- 2. Activate this option if you want to send a duplicate ticket via email.
- 3. If you activate this option you can force the employee to enter a code if they want to ignore the receipt of the ticket.
- 4. Notify the administrator when a discount is made to verify if the discount was successful.
- 5. Enter here the email you want to be notified when a discount is made.
- **6.** Set the default customer name that is displayed on the POS.
- 7. Set the default customer last name displayed on the POS.
- 8. Set the default email that is displayed on the POS.
- 9. Select the default address from the drop-down menu, or edit the address you want to display on the POS.
- 10. And finally to apply the changes, don't forget to press the "Save" button.

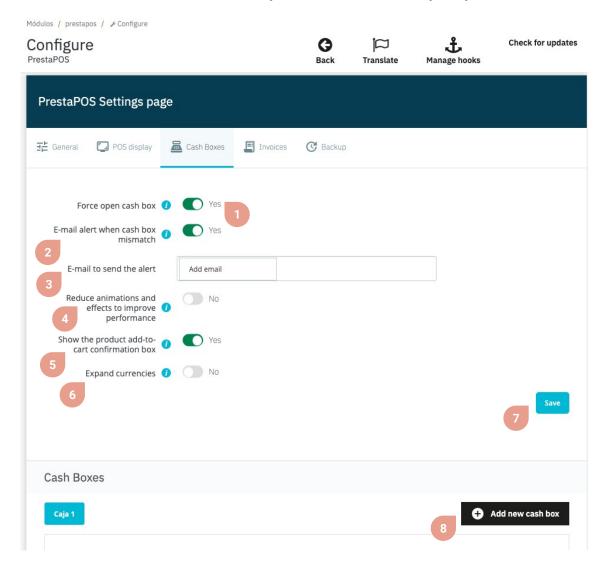
In the second tab called **POS display**, we can configure several POS display options, including the fields we want to show in the product listings, whether you want to show products out of stock, how many products to show per page, among others:



- 1. Establish which fields you want to display in the product list.
- 2. If you activate this option, the second image of the product will be displayed, instead of the cover or main image of the product.
- 3. Activate this option, if you want to also show products that are out of stock.
- 4. You can allow adding products to the cart without stock by activating this option.
- 5. Here you can set up to how many products you want to display per page.
- 6. If you activate this option, PrestaPOS will not exclude deactivated products from its catalog.
- 7. And finally to apply the changes, don't forget to press the "Save" button.

In the third tab called **Boxes**, you can configure aspects related to each box, such as whether you want to send an email when there is an imbalance.

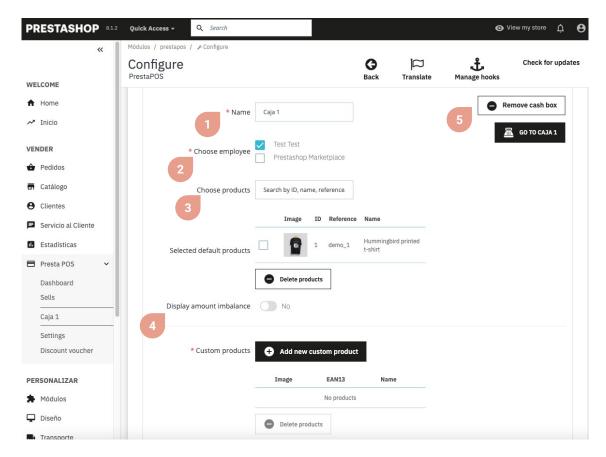
You can also create the boxes that you consider necessary for your business.



- 1. If you enable this option, the employee will have to open the box to operate.
- 2. If you activate this option, the administrator will be notified when an imbalance is detected in the box.
- 3. Enter the email to which you want to send the alert about any discrepancy in the box.
- 4. Enable this option to disable certain fade-in/fade-out animations and background blur effects to improve performance.
- 5. If disabled, PrestaPOS will skip (when possible) the add to cart confirmation screen.
- 6. If you use any currency that has a value greater than 500, you must enable this option.
- 7. Press the "Save" button to apply the changes mentioned above.
- 8. To create a new box, you must press the "Add a new box" button and fill out a series of data that we explain later.

When creating a new box, you must configure it by entering the desired name for the box, and the employees who will have access to it.

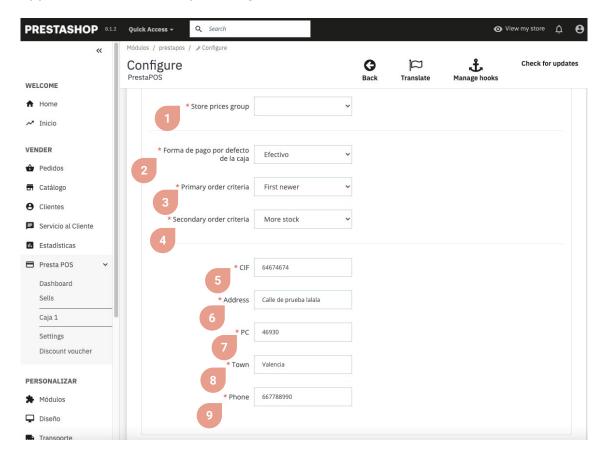
You can select the featured products, which will appear in a carousel at the bottom of the POS permanently, this being the perfect place to add everyday items such as bags, checks, packaging and other similar items.



- 1. Set the box name here.
- 2. Select the checkboxes for the employees you want to allow to use the till.
- 3. Search here for the default products you want to add to the checkout.
- 4. Activate this option to display the imbalance amount.
- 5. Press this button to remove the cash box.

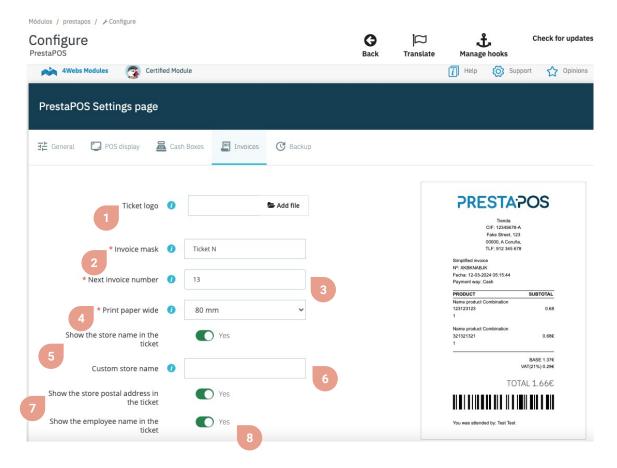
Just below the "Store Price Groups" option you will see a section called "Custom Products" This section allows you to create new products that will be exclusive to this box.

It should be noted that these are not Prestashop products and therefore will not appear in the Prestashop catalog.

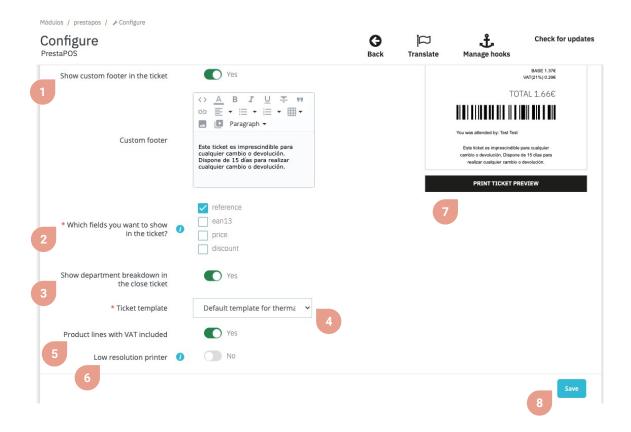


- 1. Select from the drop-down list the price group you want to apply to the products in the box.
- 2. Set the checkout's default payment method here.
- 3. This dropdown allows you to sort the products so that the new products appear first, the oldest, from A to Z, from Z to A, the cheapest, the most expensive, those with the most stock, or the who have less stock first.
- 4. Select here the second parameter to take into account when ordering the products, with the same options as the previous drop-down menu mentioned.
- 5. Fill in here the CIF that will appear on the ticket generated in PrestaPOS.
- 6. Fill in here the address that will appear on the ticket that is generated in PrestaPOS.
- 7. Fill in here the Postal Code that will appear on the ticket that is generated in PrestaPOS.
- 8. Fill in here the city that will appear on the ticket generated in PrestaPOS.
- 9. Fill in here the telephone number that will appear on the ticket generated in PrestaPOS.

In the fourth tab "Invoices" you can configure all aspects related to the display of receipts issued by PrestaPOS.

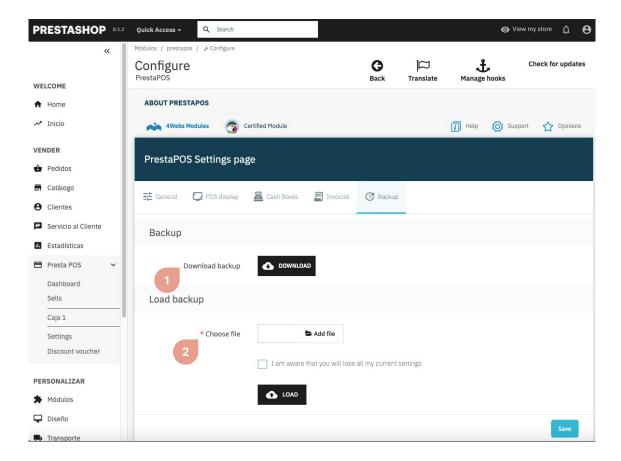


- 1. Attach here the logo that will appear on the ticket (recommended size 195px width and 60px height)
- 2. The fixed part of an invoice, P.E: FA-19
- 3. The variable part of an invoice number
- **4.** Select the width of the printing paper from the drop-down menu here. This allows you to change the template to match the width of your printing paper.
- 5. Activate this option to display the store name on the ticket.
- 6. You can change the store name that appears on the ticket here to a personalized one.
- 7. Activate this option to show the postal address on the ticket.
- 8. Activate this option to display the employee's name on the ticket.



- 1. Activate this option if you want to show a footer in the personalized ticket, and fill in the text field that will appear just below when you activate this option.
- 2. The items you select here will be displayed on the ticket.
- 3. Activate this option to show the breakdown by department at cash closing.
- 4. Select the receipt template you want to use, which can be the default template for thermal printers, or Prestashop A4 Invoice.
- 5. Activate this option to show product lines with VAT included.
- 6. Activate this option if you do not see your tickets correctly, especially if it is a low resolution printer.
- 7. Press this button to print a test ticket or preview what the tickets generated with PrestaPOS would look like.
- 8. Finally, to apply the changes click on the "Save" button.

And finally, in the "Backup" tab you can both download and import copies of both the module configuration and the sales tickets and discount vouchers that have been made and applied:



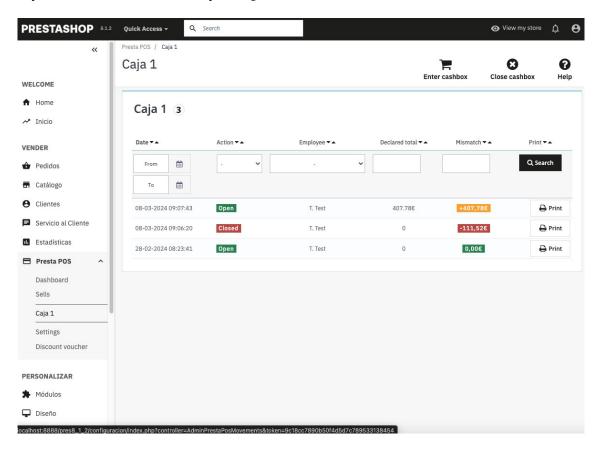
- 1. Click the "Download" button to download a backup copy of the module configuration, and the generated sales and vouchers.
- 2. Attach the ZIP with the backup copy of the module (it must have the same format as the ZIP that is downloaded where we mentioned before) to import both the module configuration and all the sales and vouchers that were generated at the time of the copy. Check the "I am aware that you will lose all my current settings" box, and press the "Load" button.

#### **POS Usage**

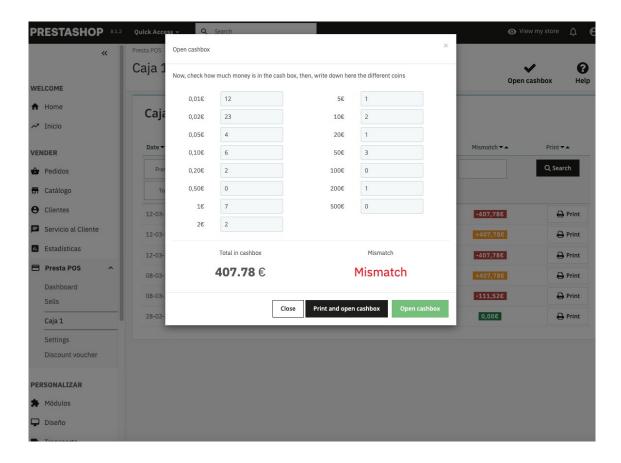
In the left sidebar (The main Prestashop menu) will appeared a new tab called "Presta POS"

If you click on "Presta POS" you will get an option list: "Configuration", "Sells", and the different cashboxes you've created.

If you click in one cashbox you'll get a screen similar to this:



You can get the opens and closes, also you can get into the cashbox by clicking in the "Enter cashbox" in the top white bar.

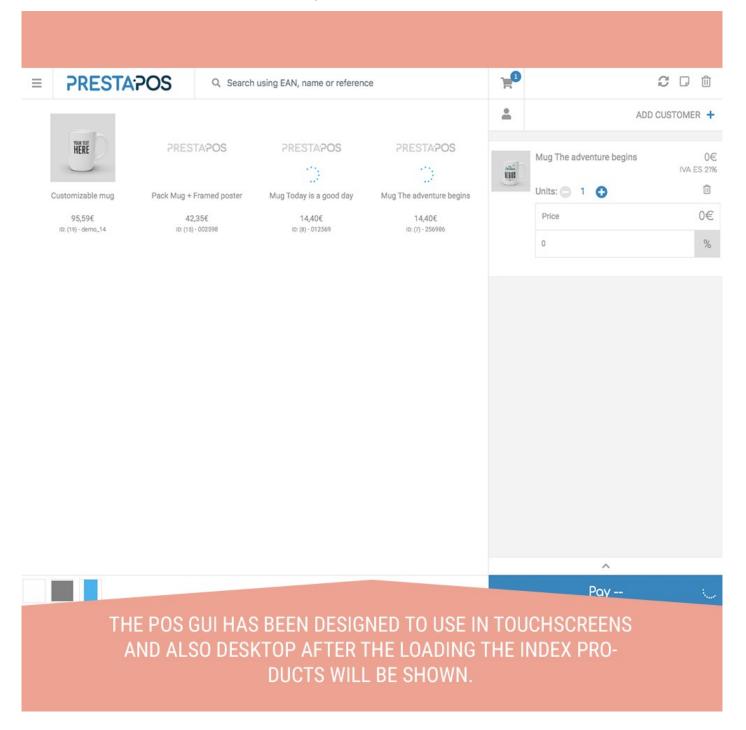


As you can see, opening and closing the cashbox is really simple, you just need to set the different coin quantities.

The system will notify the user if there's a cashbox mismatch (The quantities doesn't match)

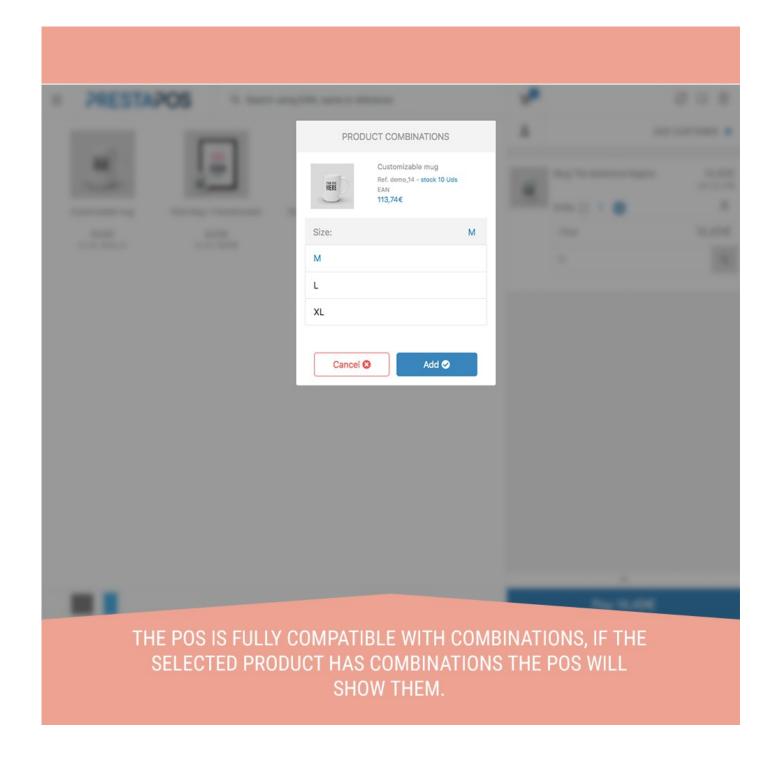
Once you finished inserting the different quantities you can just open the cashbox or, by other hand, open and print the receipt.

When you finished opening the cashbox you can "Enter to cashbox" by pressing the same name button in the top white header.



Once the POS GUI has been loaded you can start working with it instantly, you can search for products using the search box located in the header by name, reference, or barcode (EAN13).

To add products to the cart just touch them.

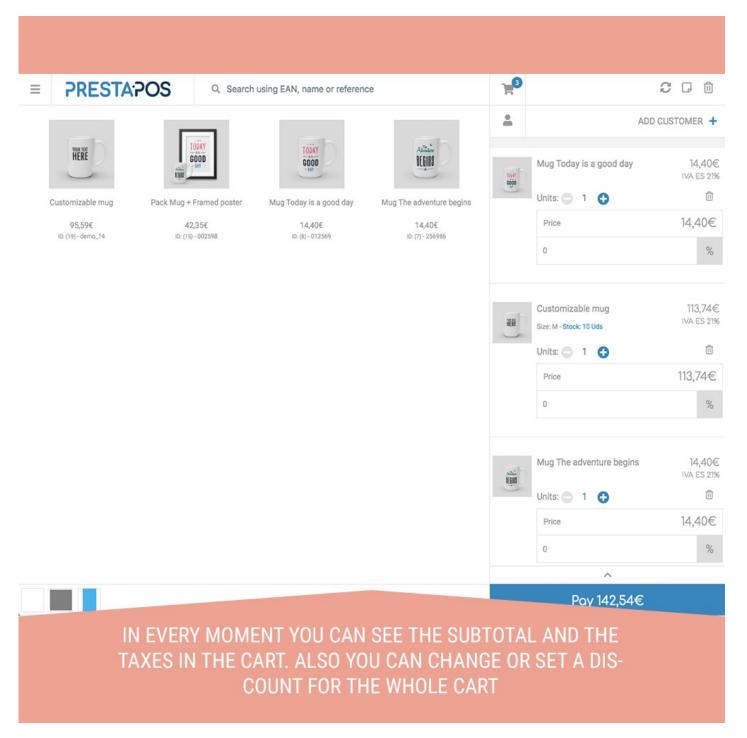


When adding a product to the cart the system will detect if the product has combinations or it's just a simple product.

If the product has combinations the POS will show the groups and the corresponding attributes.

When you select a specific combination, the POS will refresh the popup showing the available stock and the price.

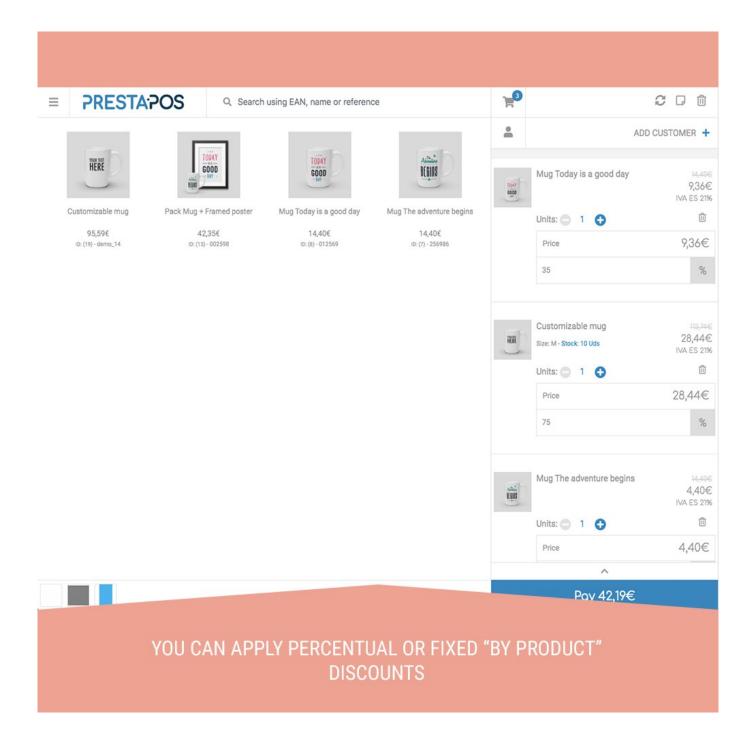
Once you add the products to the cart they will appear in the right sidebar.



In the cart you can change the product quantity or delete them.

You can check the current cart breakdown by clicking on the arrow just over the blue block "pay" with this, you can see the Subtotal and the product taxes.

You can also set a fixed quantity or percentage discount for the whole cart.



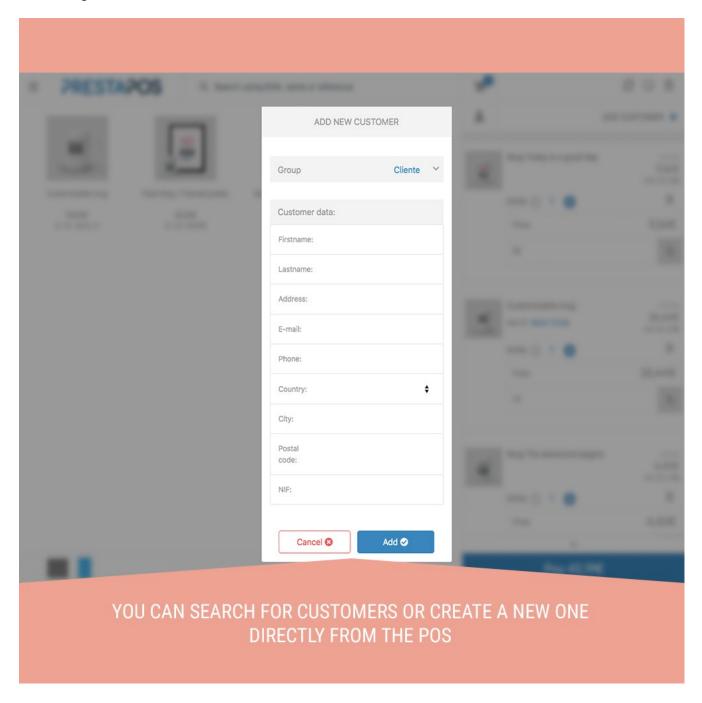
You can apply fixed or a percentage discount by product.

You can switch between the one discount type to other by clicking on the € (you r currency symbol) and the % (percentage symbol)

You can also change the product price, to change the price you just need to double-click on the product price, then you can write a new price.

The POS will recalculate the percentages and will update the total amount.

If you allow yo use guest customers the POS doesn't need to select any customer, otherwise you can add a new customer by clicking on the "+" top right button.

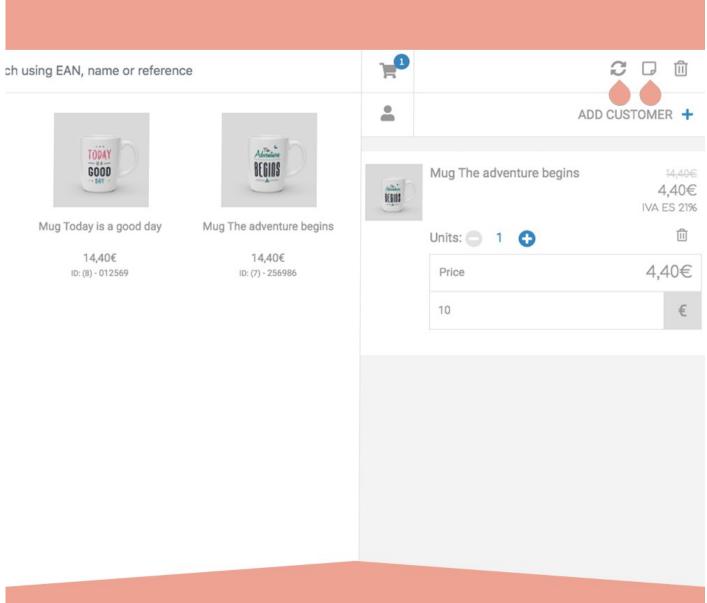


You will see a simple form to add a new customer, we have reduced the required params to the minimum possible in order to simplify the process to the max.

You can also search for customers pressing the "person" button, located in the header.

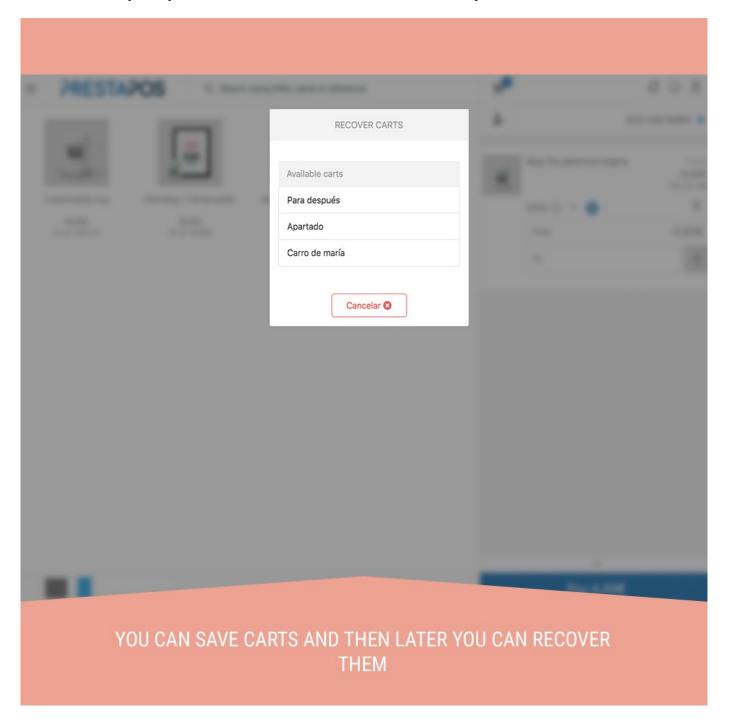
PrestaPOS has de feature to save carts and then recover them later

To save a cart and recover it you should use these two buttons:



TO SAVE OR RECOVER A CART YOU NEED TO PRESS THESE TWO BUTTONS

When you try to recover saved carts, the POS will show you a window like this.

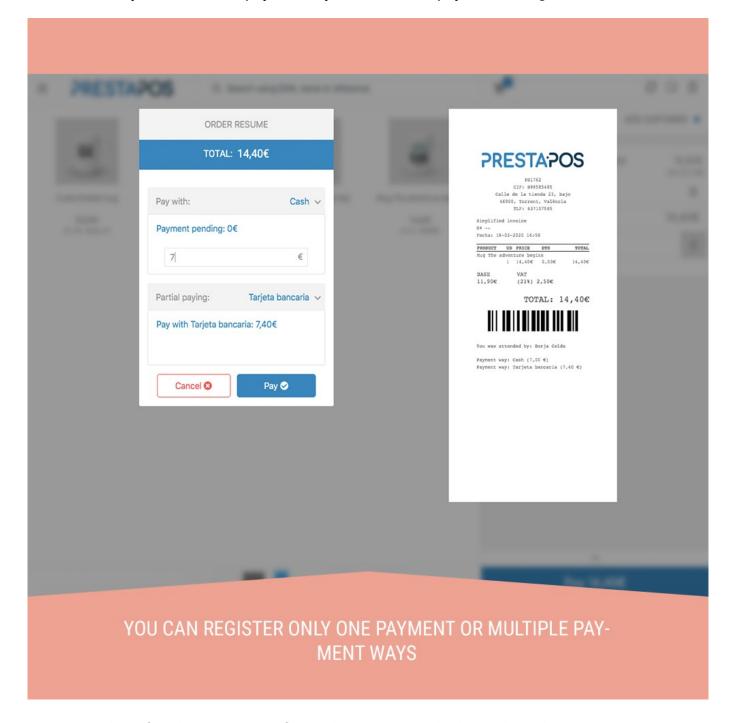


Before recovering a cart you should take in consideration two things.

- Double-check the cart is empty, the POS will not allow you to recover the cart over an existing cart
- When you recover a cart, the saved cart will be erased from the list, you'll
  not be able to recover it again if you don't save it again.

When your order is ready you just need to click on the "Pay" blue block button.

When you click on the pay button you will see the payment configuration form.

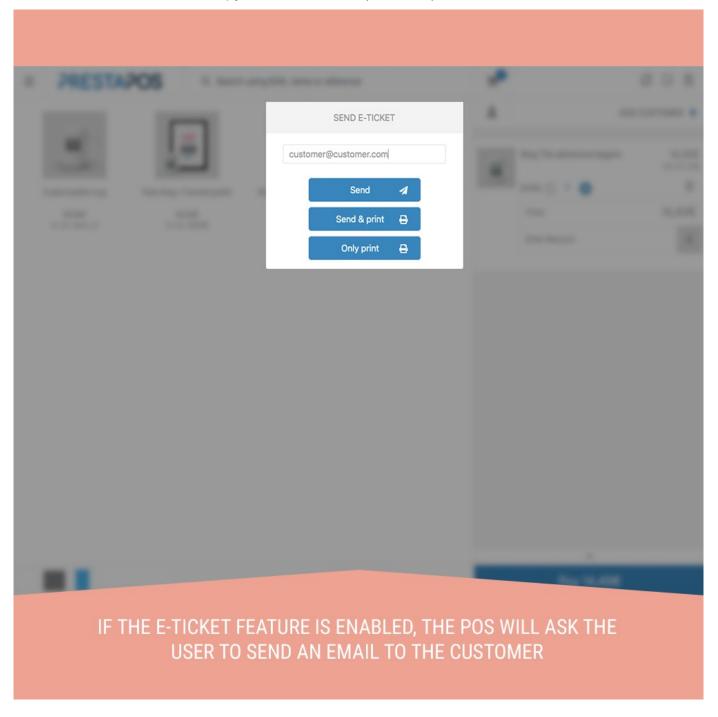


In the left side you can configure the payment, which can be only one payment way or multiple payment fragments, you can change the payment way clicking in the arrow button.

If you set a quantity under the ticket total the POS will show automatically a secondary payment way (if any).

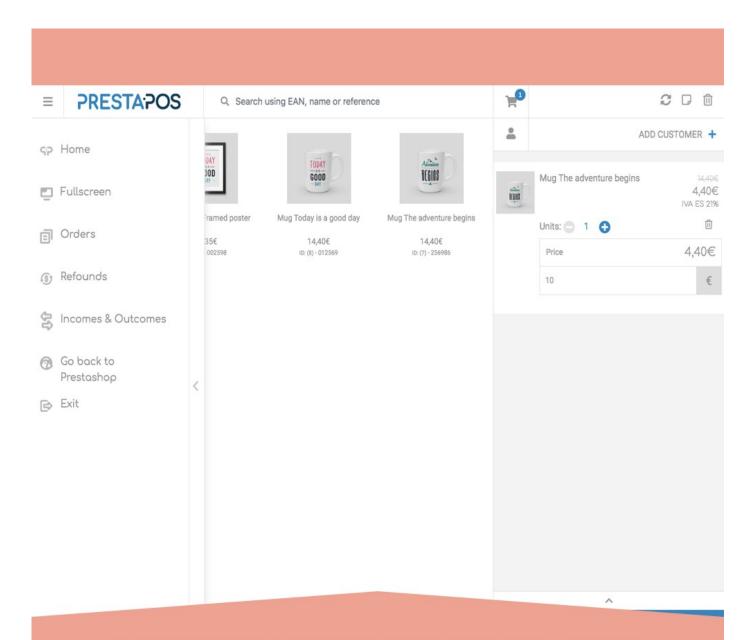
On the right side you can see the ticket preview.

If you have the "E-ticket" configuration enabled, the POS will ask you to send an email with a ticket copy to the customer (via email).



You can also only print or print and send to the customer.

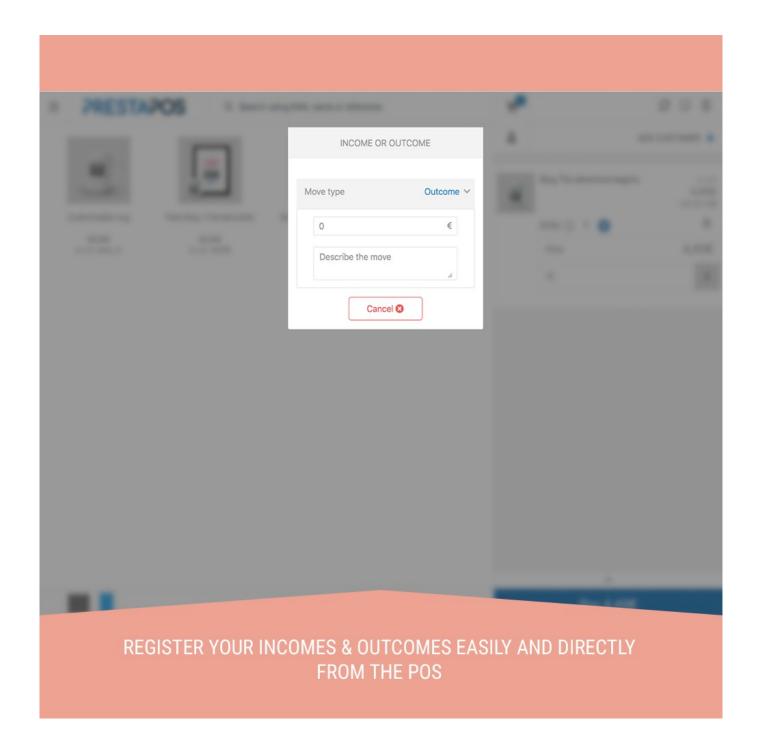
As an extra feature all the tickets have a barcode, this barcode can be used to make a quick refund by scanning the barcode.



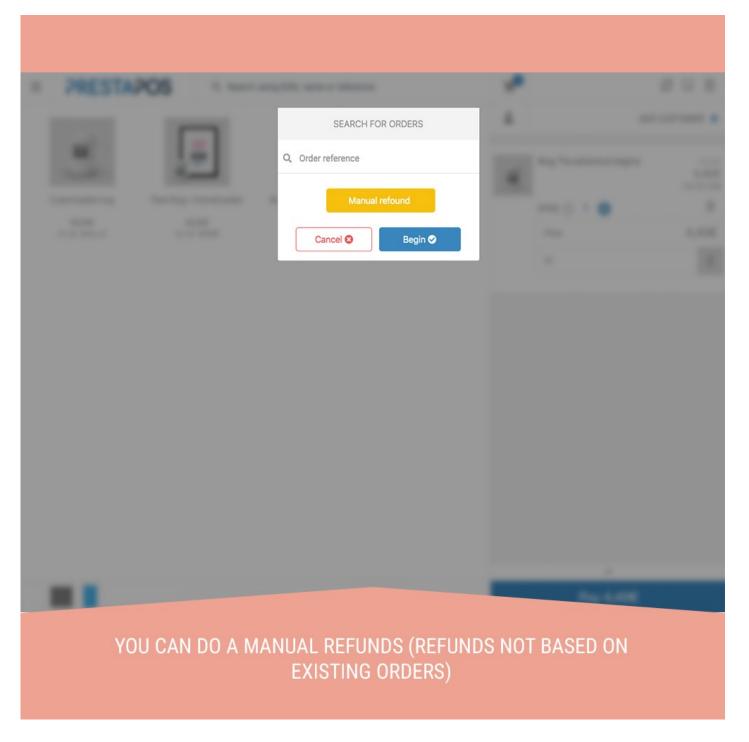
## PRESTAPOS HAVE A LEFT SIDE MENU WITH USEFULL OPTIONS LIKE REFUNDS, ORDERS AND INCOMES & OUTCOMES

If you click in the Incomes & Outcomes a popup will appear, on it you can configure the operation type and quantity.

You should set the quantity and the description before saving it.

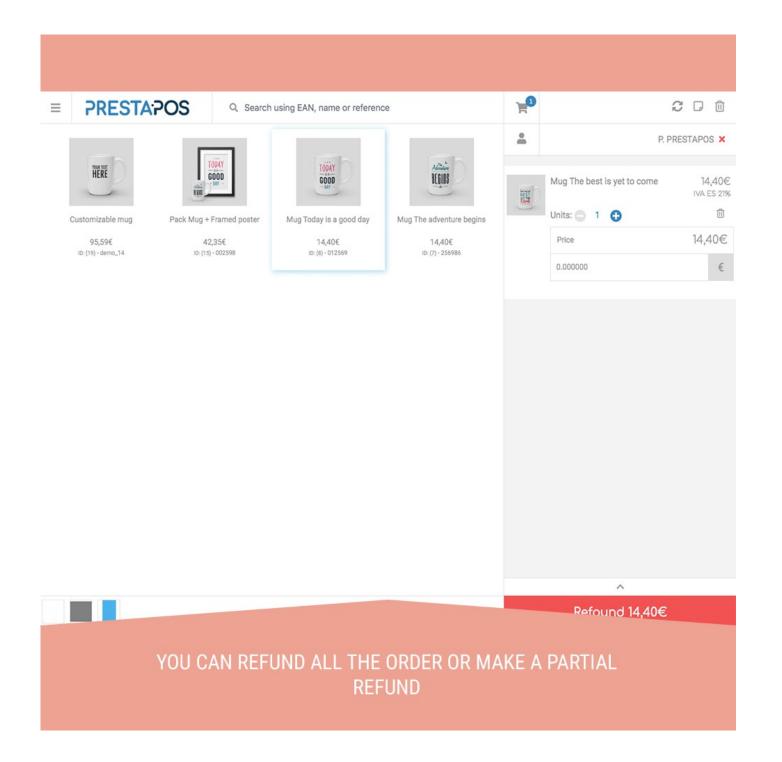


By other way if you click in the "Refund" option the POS will show a popup to specify



In PrestaPOS you can make a refund based on an order or a manual refund

- Based on an order: You need you need to scan the ticket barcode or manually write the ticket id
- Manual refund: The refund is not based on any existing order.

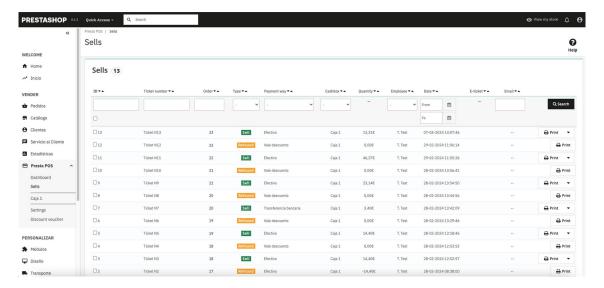


If you create a refund based on an existing order, the POS will automatically load the existing order items with the original prices.

You can delete the products you aren't going to refund, when you have finished the order you can click on the Refund red box.

The system will not allow the user to refund more money than the originally payed, it also will not allow to refund more money than the originally payed by payment way.

If we go to the PrestaPOS orders you can se a window like this.



All cash register operations will appear in the list, including sales, credits, cash outs and cash ins.

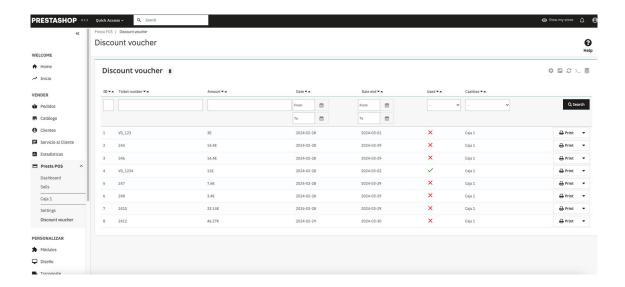
You can also print the generated documents.

Also you can export the different E-ticket emails by selecting them and then using the actions dropdown.

You can also access the order in Prestashop by clicking on its number.

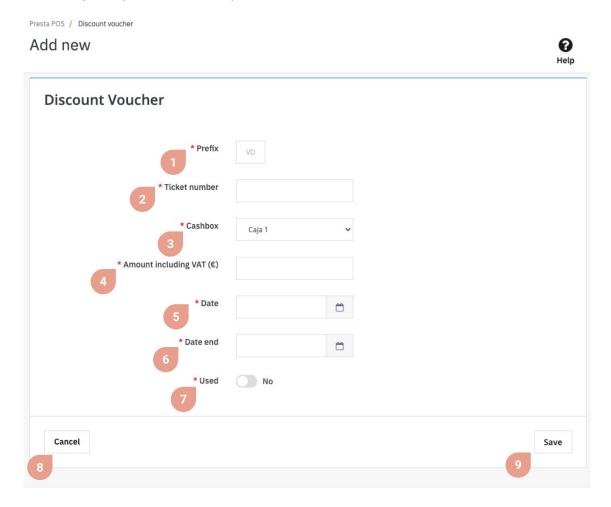
PrestaPOS also allows the creation of discount vouchers to apply to purchases made with PrestaPOS.

Accessing from the left side menu of Prestashop, we can display the option that says PrestaPOS, and select Discount voucher. In this section, a table will appear with the discount vouchers that have been created for the payments made during purchases with PrestaPOS, and the vouchers that have been generated manually from here. We can also add, modify, print or delete the discount vouchers we want:



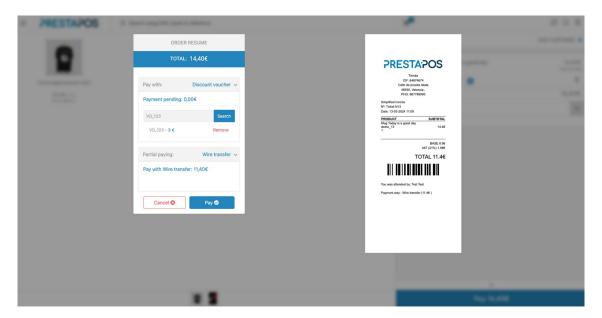
- Add: To add a discount voucher, you must click on the + icon that appears in the upper right part of the table, which will take us to a form with a series of data to fill out (we explain the creation process later).
- Delete: To delete a discount voucher, we must click on the down arrow that appears along with the print button, and several options will be displayed, among them we will select the delete option.
- Modify: To modify any voucher we will follow the same process as to delete, only this time we will select the modify option, which will take us to a form with various data to be able to modify (whose form is the same as when adding a voucher, which we explain further forward)
- **Print:** To print any ticket with the discount voucher, we will click on the Print button that appears to the far right of the table.

To create the discount vouchers we must fill out the data in the form in the following image, which we explain in detail below what each field is for:



- 1. The module automatically fills in this field, which also cannot be edited, however it serves to distinguish, as we will see later, the discount vouchers with the credits for returns or exchanges made with PrestaPOS.
- 2. Here we will enter the ticket number or coupon number, which will be part of what we will enter later to apply the discount to any purchase we make when entering the checkout with PrestaPOS.
- 3. From this drop-down menu we will select which box we want the discount to apply to.
- 4. Here we will establish the amount with VAT of the discount that we want to apply.
- **5.** By clicking on this field, a calendar will appear, where we can choose from which date we want the discount to be applied.
- 6. Follow the same process as the previous field, but this time choosing until when we want the discount to be applied.
- 7. This field is used to indicate whether the discount voucher has already been used or not.
- 8. You can cancel the creation of the discount voucher at any time by clicking this button.
- 9. Finally, you must save the changes to finally create the discount voucher.

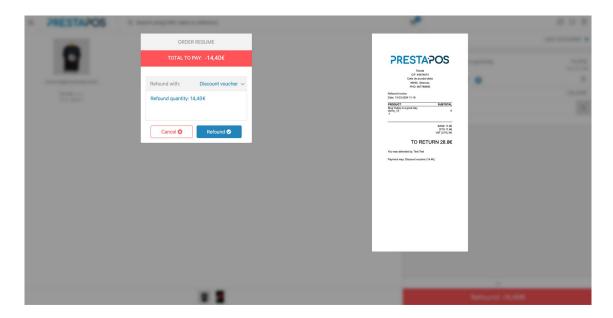
Below we explain how the discount vouchers that we have created are applied following the steps mentioned above:



Upon entering the checkout, when we finish adding all the products to the cart, and proceed to make the payment, in the floating window that appears with the order summary, in **Pay with** we will click on the arrow that appears along with the method payment to open a drop-down menu where we will select the **Discount voucher** option. After selecting it, a new field will appear where we will have to enter the **ticket number** of the discount voucher that we want to apply. The **ticket number** is obtained from the list of vouchers that we have already explained previously, and we will simply have to copy the **ticket number** field.

Once entered, we will click on the **Search** button, and if the **ticket number** is valid, the discount will be automatically applied. It may be the case that the entire payment is not made with the discount voucher, so if we have more payment methods configured in the module, we can make a partial payment to complete the payment.

Discount vouchers are not only used to apply discounts on new purchases made, but can also be generated as vouchers or coupons as a reimbursement method for the customer.



To do this, when entering the checkout, during the payment process that we have already explained previously, in the floating window with the **total to be paid** that appears in the previous image, from the arrow that appears to the far right along with **Pay with** we will Click on it and a drop-down menu will appear with the payment methods to select to pay the refund. If we select the **Discount voucher option**, instead of refunding the money, a voucher or coupon will be generated, which can be used in future purchases, and finally we will click on the Subscription button. Once this is done, it will generate a new ticket for the payment made, and another with the discount voucher that has been generated.

Both the payment and the discount voucher generated are recorded so that we can consult both the payment that has been made and the voucher that we have generated.

If we want to consult the payment that has been made, we can do so by accessing the **Backoffice**, accessing the **Sales** section of **PrestaPOS**, which we have already mentioned before, where we can see that a payment has been made, in addition to if necessary, we could print the ticket with said payment.

And if we want to consult the discount voucher that has been generated, we would have to access the **PrestaPOS Discount Vouchers** section from the **Backoffice**, which we have also mentioned before, and of course we can also print, modify or delete it if necessary.

## **Developer notes**

This module installs an Override in the Validation class to allow Prestashop to insert negative prices.

This module doesn't make any Controller override.

