



*Point-of-Sale software for Hospitality*



Restaurants



Chinese  
Restaurants



Catering &  
Food Delivery



Bars



Sport,  
Wellness

[www.posnet.nl](http://www.posnet.nl)



## Content

1.1 What is POSnet? .....	4
1.2 Minimum system requirements .....	5
1.3 Installation of the software.....	5
1.4 Software registration .....	6
1.5 How to change the password .....	8
1.6 Creating an employee.....	9
1.7 Creating a cash register location with table plan.....	11
1.8 Creating sales groups, categories and products.....	13
1.9 Chinese characters.....	15
1.10 Key allocation .....	16
1.11 How to back-up your data .....	18
1.12 Caller-ID.....	18
1.13 How to set and connect the ticket printer .....	19
1.14 How to connect the cash drawer.....	21
1.15 Getting started with POSnet.....	21
1.16 Printing sales reports .....	22
1.17 Export data to Excel .....	23
1.18 Split tables.....	24
1.19 Bar tabs on customer name and split bills for one table .....	25
1.20 Debtors (accounts).....	25
1.21 Debtors (PrePaid cards) .....	26
1.22 Fixed discount .....	27
1.23 POSnet connected to a network.....	28
1.24 POSnet settings .....	30

## 1.1 What is POSnet?

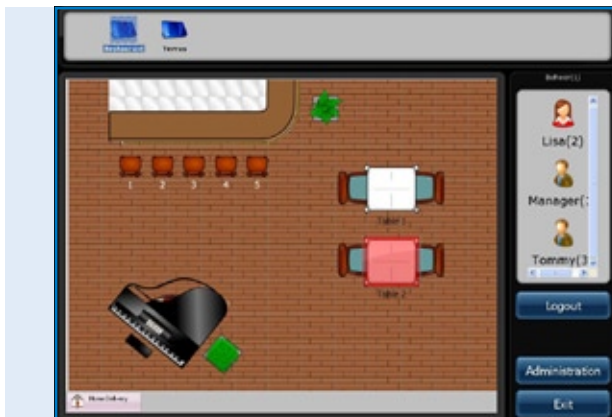
POSnet is touch screen cash register software made for restaurants. POSnet can be used quickly, is easy to understand and is affordable. POSnet offers special features for the following sectors such as:

- Restaurants
- Catering & delivery service
- Cafés
- Sport, Wellness

POSnet also offers extras such as:

- An option for Chinese restaurants to print graphic Chinese characters on the kitchen printer.
- The possibility to simplify a well organised delivery service by connecting a caller-id. This device is able to connect a telephone line with POSnet so the PC can tell who is telephoning. This way your customer's reservation will be automatically recorded.

The POSnet site provides clear video instructions for its users. These instructions include how to create locations step-by-step, how to import products and how, for example, to create table plans for your own business. POSnet is specifically written for working with a touch screen monitor. However, it is also possible to use a mouse and keyboard on a standard computer.



*POSnet software  
Main screen, the table  
location map and Clerk  
logon menu*

## 1.2 Minimum system requirements

- A computer with a processor of 1 gigahertz (GHz) or faster.
- 512MB RAM-memory.
- 1 GB free hard disk space for a complete installation.
- (The required disk space depends on the configuration. It depends on the options selected during custom installation and it may use more or less space on the hard disk).
- Preferably a touch screen with a resolution of at least 1024×768 or higher (using a mouse and keyboard is also possible).
- One free com port for connecting a serial ticket printer (unless you use com port printers).
- One ethernet port or Wi-Fi (unless you want to communicate with other cash registers or equipment such as ethernet ticket printers).

## 1.3 Installation of the software

It is important that you download and install the correct version of POSnet, of which there are two:

- POSnet Demo. This version has a complete database and is designed to see if you like POSnet.
- POSnet new empty installation. This version is therefore suitable to register and is where you can create all your data.

The installation of POSnet is as follows:

- Click on <http://www.posnet.nl/index.htm> (or click here). Rate whether the PC which you want to install the software on meets the minimum system requirements. If so, you can go to the next step.
- Click on <http://www.posnet.nl/download.htm>, then click on [download POSnet] (New empty installation).
- Next click on [execute] and wait until this is completed.
- Once the process is completed, POSnet will start automatically.
- POSnet is now installed on your PC. Printing is only possible after registration.

## 1.4 Software registration

It is only possible to use ticket printers when POSnet is registered. Costs are € 499.00 (exclusive of tax). After completing the registration, you can use all functions of the POSnet software on one computer. Registration is as follows:

- Start up POSnet, click on [Administration], and then on [Software Registration].
- Now enter your company name. A machine code will be generated. Please write down this code as you will need it later!
- Go to [www.posnet.nl/registration](http://www.posnet.nl/registration).
- If you already have registered, click on [Login]. If not, click on [New Account].
- Enter your details.
- When finished, click on [Continue].



*Software Activation menu within the POSnet software*

- Now you select how you wish to pay for the registration.
- You can pay in one of the following ways:
  - iDeal
  - Bank transfers
  - PayPal

Registration page  
[www.posnet.nl/registration](http://www.posnet.nl/registration)

Once you have selected your payment method, you enter your "Machine Code" (this is the code that you previously wrote down). Then click on [Continue].

- The order confirmation will follow. If your details are correct, tick [Confirm Order].
- If you would like to be kept informed about new updates, please click the option below.
- Then click on [Continue].
- Now you will receive an email that your order is processed by POSnet.
- Once your payment has been processed, you will receive an email from POSnet Benelux with the registration code.

Please fill in the registration code in your POSnet software. This is as follows:

- Start POSnet and click on [Administration], and then [Software Registration].
- Again fill in the correct company name. Please pay attention to upper or lower case letters!
- When this is done, you can fill in the "Registration Code" which POSnet emailed to you.
- Now click on "OK" and your product is registered and ready to use.

 [View instruction video](#)

## 1.5 How to change the password

- Sign on with “Administrator”; the password is `1`.
- Click on [Employees].
- Double click on the account you would like to change. Here you see [Change] and [Delete].
- You can customise the account and change the password as well.

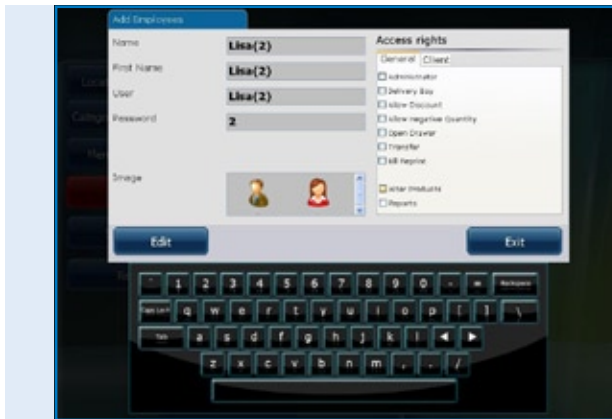
To change and/or create employees, we refer to chapter [1.6 “Employees”](#)



## 1.6 Creating an employee

An employee account is created as follows:

- First, sign on as the "Administrator", using password '1'.
- Then click on [Administration].
- In this menu please select [Employee].
- Once in the "Employee Menu" you click on [Add] where you will see the screen below.



*POSnet software,  
Creation of a new clerk*

- Now you can fill in the details of the employee.
- If all data is entered you choose the rights that this employee is entitled to. You can choose from the following:
  - Administrator (if this is selected, the employee has full rights), these rights are therefore not displayed anymore.
  - Deliverer (an employee can use the full delivery functions – can make deliveries and settle bills in the Delivery Menu).
  - Permit discounts (the employee is allowed to give discounts to customers).
  - Allow to delete (the employee can delete items from a bill).
  - Open cash drawer (the cash drawer can be opened by the employee).
  - Table relocation (the employee is able to relocate tables).
  - Print bills (the bill can be printed by the employee).
  - Change products (the employee may add, delete or modify products in the database).
  - Change customer details (the employee may add, delete or change customer details).

- Reports (the employee may view, print and save reports).
- Administer stock (the employee may administer how much stock is still available of a specific product).
- Once this is done, you may choose an image for this account, and then click on "Add".
- When you select "End" and return to the "Main Menu", you will see a new employee is created.



[View instruction video](#)

### Information for cash registers with "Dallas Reader"

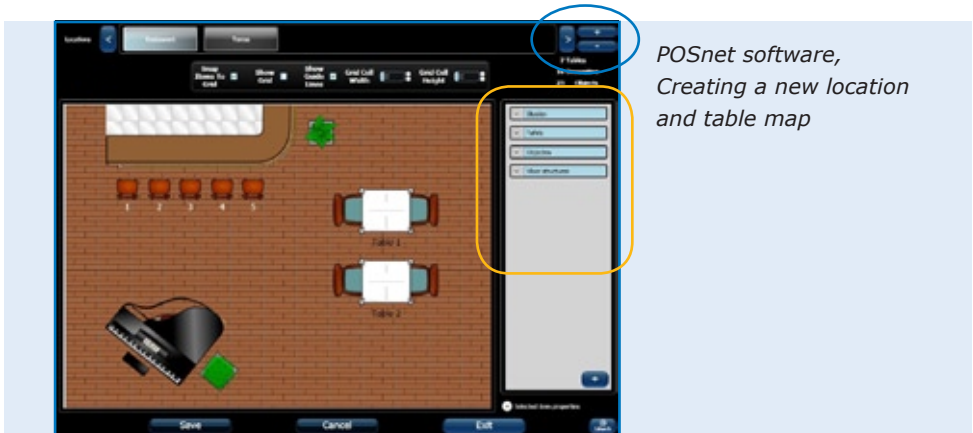
- If you want to use your "Dallas Key" for logging in, then move your cursor in the password window.
- Keep your "Dallas Key" on the "Dallas Reader" and a code will appear in the box. Remove the characters "zmv@" from this code.
- When this is done, click on [Add] and a new account has been added.
- You can now log into the "Main Menu" by holding your key against the "Dallas Reader". When you remove your key, you are automatically logged off.



## 1.7 Creating a cash register location with table plan

Creating a plan in POSnet is as follows:

*TIP: It may be useful to use a mouse while creating a table plan. This will speed up this process.*



- Log on as “Administrator” and go to the “Main Menu” (see image). Now select [Location and Tables].
- This will take you to the next menu (see image).
- To add a new table plan, click on [+].
- Enter the new name of new your table plan. You can also add a image; in this case it is the POSnet logo. This logo is shown on the tabs.
- On the right side you will find objects which you can choose on your table plan. It is sensible to select the floor first and then the items (tables, chairs etc.). This is to prevent tables not showing properly.
- You can select the items which you want to use from the right column. This item can now be dragged to your work space.
- Important operations:
  - *To move*: this is done simply by dragging the item.
  - *Enlarge*: select the item you wish to enlarge or reduce. Now click on one corner of the item and drag this corner away from it to enlarge or towards the middle of the item to reduce.
  - *Rotate*: select the item you wish to rotate. Click on a corner of the item and rotate the mouse to the left or right.

These operations may also be carried out at the "Select Item Properties". These are located at the bottom right sight with the header "Select Item Properties". By clicking on this, you can view the properties of the selected item.

- It is possible to use any item for a guest's bill. Select the item which you want to use to charge and tick this in the "Is Table". For example, it is now possible to charge for a billiard table booking.
- When you have finished designing a plan and are satisfied with the result, click on [Save].
- If you are not satisfied, click on [Cancel] to start again or [Exit] to stop.
- If you exit without pressing [Save], the new plan will not be saved.



[View instruction video](#)

## 1.8 Creating sales groups, categories and products

The creation of sales groups and articles is as follows:

- Select [Administration]. Then click [Category and Products]. The menu as shown in the image below will appear.
- To view a clear financial report it is important to generate accurate sales groups. This can be done as follows:
- Create the category with the left button [Add].
- You will enter the next menu. Here you enter the name of the category. You will be asked for the position. Now you can fill in the desired print order for the customer bill. Select a sales group or create a new one by clicking on the "Drop Down Menu" next to the sales groups. Here you can select the necessary sales groups for the report. Now click on the "X" to exit and select the appropriate sales group. Then click [Add].



*POSnet software,  
Creating Categories and  
Products*

- To add a product, select the correct category in the left column.
- Now click the right key [Add].
- You can now add a product.
- Fill in the following product information:
  - Product type (select the correct category).
  - Name (name of the product).
  - Price (price of the product).
  - Printer (select the printer where this product should be printed – bar or kitchen).

- Categories (select a category or product group for this product).
- Tax (this is the tax amount percentage which applies to this product).
  
- Finally, you can add a logo by clicking on [Select] at the top right side.
- Select an image.
- When all is set, click [Add].



[View instruction video](#)

## 1.9 Chinese characters

For Chinese restaurants it may be useful to print the order for the kitchen in Chinese. It is possible to do this with POSnet. The configuration is as follows:

- Select [Administration], and then click [Settings].
- Click on [Functions], this is located in the left column.
- Here you tick "Activate Chinese kitchen ticket option".
- Now click [OK].

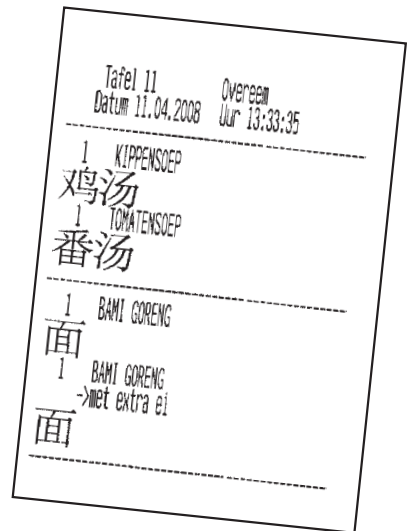
The Chinese characters are now activated, but need to be added to the right products. This may be done as follows:

- Return to [Administration].
- Here you can click on [Categories and Products].
- If you have not added any products, click on [Add], see chapter 1.8 on "[Creating sales groups, categories and products](#)".
- Once they are added, double click on this article and choose [Change].
- You will see the window as it was before but now choose the second tab "Chinese Description".
- Click on [Add].
- In this menu, you can search the symbols by names. For example, type the word "beer" (bier) in English.
- Then click on search. The list shows the symbols found for this name.
- Double click or drag on the character you wish to add and click on [Edit].

Now your article is linked to the character. You can also add more characters when you have to describe a longer name.

Please keep in mind that not all printers can print these characters quickly. Look for suitable printers on the website:

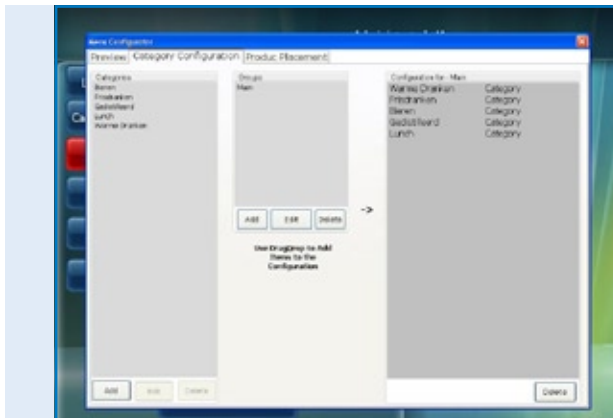
<http://www.portapos.nl>



*POSnet software,  
Sample barorder ticket  
with description in Chinese  
graphic characters*

## 1.10 Key allocation

- Select [Administration]. Now click on [Menu Configurator].
- Select the second tab "Category Configuration".
- In the middle column there is one main group called "Groups". This is the screen which you will see when you click on a table.
- Select "Main Screen". Next you can move categories from the left column to the right column. This way the categories will be visible on the main screen.
- You can also create new main groups by clicking the [Add] key. For example, you can add the group called "Starters". When finished, this group will be in the "Main Menu". To make this group visible in the "Main Screen", double click on "Main Screen". Now it is possible to drag the newly made group to the right column, under all categories.
- By double clicking on "Starters", the right column will open. Here you can drag categories from the left column.

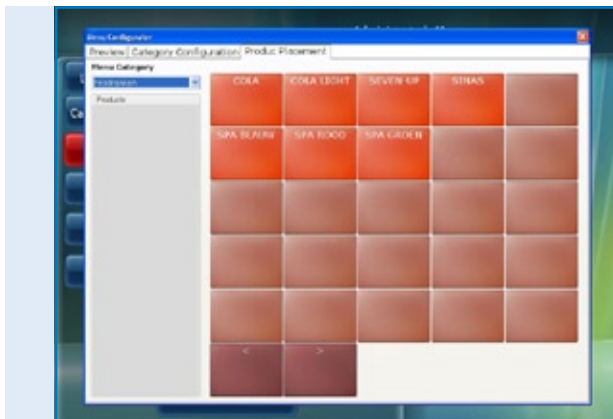


*POSnet software,  
Menu configurator with  
creation of new order  
menu's*



Once you have added the groups and categories, you can select the keys.

- In the first tab you can view the lay out. Click on the first tab "Preview", then click on [Renew].
- Here you can see the categories and groups you created. To organise products on the keyboard, click on the third tab, "Product Placement".
- In the left column you see the products you added in a list divided by category. You can drag the individual products from the left column to the desired position on the keyboard at the right. Please make sure that you select the correct category.
- The left column should be empty if all products are placed. You can do this for all categories.
- When you have finished, go to the first tab for a preview. When you are satisfied, click the "X" to exit this menu.
- You have now allocated your keys.



*POSnet software,  
Menu configurator with the  
placement of products for  
custom designable order  
menu's*



[View instruction video](#)

## 1.11 How to back-up your data

It is wise to make the occasional back-up to ensure you only add your food and drink options once in the cash register. You can do this as follows:

- Log in as "Administrator" or as deliverer ([see chapter 1.6](#)).
- Click on [Administration].
- Then click on [Back-up].
- You can now choose where to store the back-up, for example on a USB stick or the cash register itself.
- The back-up is now created.

### NOTE:

**It is important to have an external back-up, this is in case your hard disk crashes. If your hard disk does crash, all back-ups made that were saved to this hard disk will be lost. You are responsible for making a back-up of your data on an external medium like a USB stick.**

## 1.12 Caller-ID

With POSnet it is perfectly possible to associate telephone numbers and addresses for the delivery of food orders. This system is very useful for catering services that provide home deliveries. Caller-ID is an extra option for automatic recognition of an incoming telephone call.

Caller-ID is delivered with a RS-232 cable for PC's.



To connect the caller-ID you need an RS-232 port on your PC. If you do not have an RS-232, you need to buy a USB to RS-232 adaptor to take advantage of the Caller-ID.

## 1.13 How to set and connect the ticket printer

There are several options to connect a ticket printer:

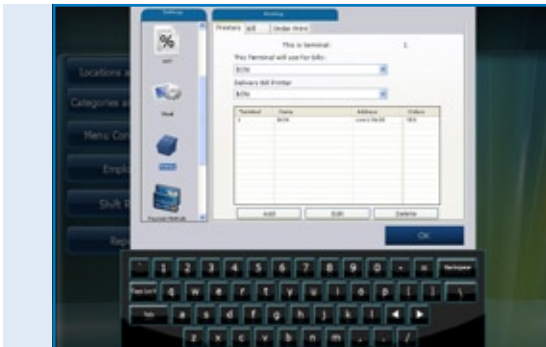
- Serial port
- USB to serial
- Ethernet port

It is important before you connect the printer to check at which "Baud Rate" (communication speed) your printer is currently working. Baud or baud rate is the number of symbols per second which a printer can print. The default rate is usually 9600 baud. The baud rate of your printer can usually be checked by switching the printer off and pressing down the "Feed" button of the printer while switching it back on. The printer will now probably print the baud rate that it is set to.

### Serial port:

If your PC has a 9-pin serial port, your ticket printer can be connected to this.

- Sign in and click on [Administration].
- Select [Settings].
- Click on the printing tab.
- Now choose [Printers].
- Choose "Serial" as the "Printer Type".
- Add a printer and set it as shown in the image. If no printer is connected, click on [Add].
- Say your printer is connected to COM 1 and has a speed of 9600 Baud, then you need to enter: com1:9600. Enter this in the "Printer Address – Com Speed".
- It is very important that you make the correct choice. Find out which COM port is connected to your printer and what the baud rate is set on. Learn more about this in the previous chapter (Chapter 1.13: How to set and connect the ticket printer).
- You can test the printer by clicking on the [Test] key. A ticket will be printed. Your printer is ready for use.



*POSnet software,  
The [Settings Menu] with the  
property settings for the receipt  
and order printers*

**USB – Serial port:**

When printing a ticket, you can use a serial port. Because some PC's no longer have a serial port, it is possible to connect POSnet with a USB/serial port adaptor.

A drive must be installed on your PC when using this adaptor so the PC will see the USB port as a COM port (this should be included with the adaptor). With this adaptor, the printer is set as a connection to the COM port. See the previous paragraph, "serial port".

**Ethernet port**

With POSnet you can connect multiple printers via a network. The advantage is that you can print via the network. This way you can put your printer wherever there is a network connection. It can be wired through a network cable or wirelessly with a router.

When the printer is connected via this network you can also send sales reports to a printer. These printers will be allocated by an IP-address. This can be done as follows:

- Sign in and click on [Administration]. Now go to [Settings].
- Click on the "Printing" tab.
- Select [Printers].
- Add a printer. You can do this by clicking the [Add] key.
- At "Printer Type" you can now enter "Ethernet" instead of "Serial".
- The printer can now be named. Then fill in the box with the IP address of the printer. You can find the IP address by switching off the printer, then while pressing the "feed" key, switch the printer back on. The printer will probably print out the IP address.

A4 sales reports will be printed by POSnet using the Windows default printer.

**Wi-Fi**

If the PC where the POSnet software has been installed on is connected via Wi-Fi, then you can also print wirelessly. However, Wi-Fi is not standard on most printers. Therefore a wireless adaptor needs to be connected. This works in exactly way the same as an ethernet printer which is described in the preceding paragraph "Ethernet Port".

## 1.14 How to connect the cash drawer

The cash drawer can be connected to the printer. On the back of the printer, there is a connection socket showing [drawer] on which the cable to the cash drawer can be connected with RJ-12 plug (see the image at the right). Most printers have this control to open the cash drawer which is a 24 Volt RJ-12 connection.



## 1.15 Getting started with POSnet

POSnet is ready to use provided all the previous processes have been executed correctly.

The system is very easy to use as you have probably noticed already.

When you start up POSnet you immediately will see the cash register screen.

If you wish to change the settings or view the reports, click on "Administration".

### 1.16 Printing sales reports

It is very important that you have information about your sales. POSnet shows this clearly and consisely.

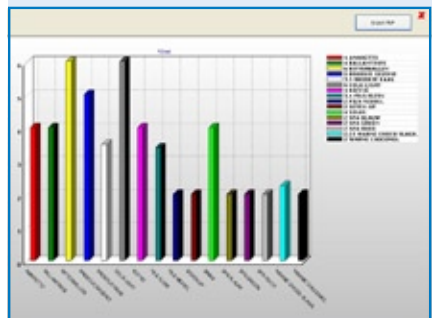
- Go to [Administration].
- Click on [Reports].
- Now click on [Sales Turnover Groups].
- You can determine which period you want to view by selecting the time period at the top left.
- Click on [Apply]. The overview in the selected period of all articles sold will now appear.
- The same report can also be displayed graphically. Simply click on [Graphics] to see the image below.
- Both reports can be printed.
- Sales reports can also be exported to Excel. Find out more about this in chapter: "Export data to Excel".



POSnet software, The Report section

Item	Product Name	Price	Status	Value	
1	AKAUNETTO	4	1,00	4,00	
2	SALLANTONES	4	1,00	4,00	
3	BETTERBALLIN	3	2,00	6,00	
4	BROODER GEZOND	5	1,00	5,00	
5	BROODER KNAAS	3,5	1,00	3,50	
6	COLA LIGHT	2	3,00	6,00	
7	KOFFIE	2	2,00	4,00	
8	PILS KELEN	1,7	2,00	3,40	
9	PILS MEDDEL	2	1,00	2,00	
10	SPIN-UP	2	1,00	2,00	
11	SNAS	2	2,00	4,00	
12	SMA BALAN	2	1,00	2,00	
13	SMA GROENE	2	1,00	2,00	
14	SMA ROOD	2	1,00	2,00	
15	WAFERE CHOICE SLAKK	2,25	1,00	2,25	
16	WAFERE CHOICEWEL	2	1,00	2,00	
Total:				22,00	94,15

POSnet software, The sales report: "Product Sales" in a certain period



POSnet software, The sales report: "Product Sales" shown in a graphic diagram

## 1.17 Export data to Excel

It is possible to export generated sales data from POSnet to Excel. This is simple and very useful. For example, you may want to look at your sales figures at home.

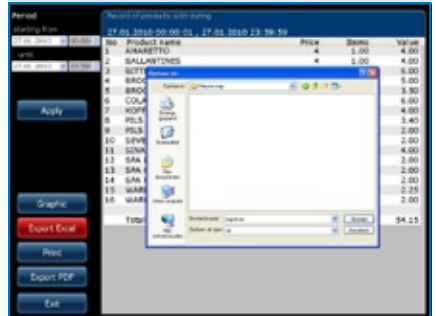
Transferring this data is as follows:

- Log in as “Administrator” or with any other account which also has the right to view these reports.
- Then click on [Reports] as shown in the image on the right.
- Click on the desired report.



*POSnet software,  
The managers main menu*

- You will see the image as shown here on the right.
- Now click on [Export to Excel] as shown. Save this Excel document wherever you want it, either on the hard disk or on a USB stick.
- You must have a PC that has Excel to be able to open the file. Excel viewer is also sufficient.



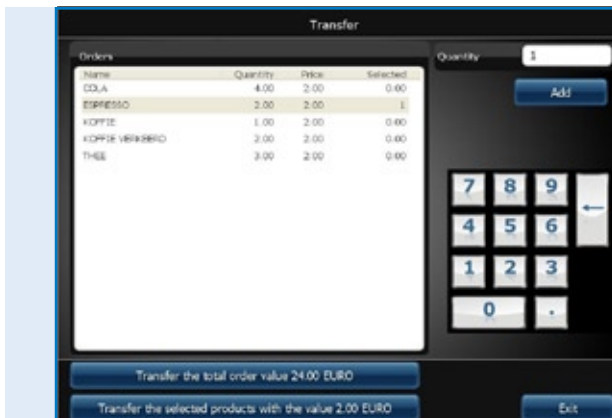
*POSnet software,  
Export to Excel of a previously  
generated sales report*

## 1.18 Split tables

If you have a bill at the end of an evening which needs splitting, for example because the bill will be paid by more than one person, proceed as follows:

- Open the appropriate table.
- Click on [To Book].
- You will see a list of selected articles.
- Now choose the article that you want to transfer by clicking on it.
- At the top right side you can indicate how many units of these articles you would like to reassign.
- Now click on [Add]. For example, you have selected "1 large beer".
- This procedure is repeated for each article you want to transfer.
- When finished, click on [Transfer selected articles (with value)].
- Then choose a table where you want to book the articles to.

You can also transfer this bill to a debtor.



*POSnet software,  
Transferring the complete  
open table account  
to another table or  
transferring only a certain  
selection of products to  
another table account.*



## 1.19 Bar tabs on customer name and split bills for one table

It is possible to book a name on a bar tab. This is useful when you need to remember which order belongs to which person. Proceed as follows:

- You book the orders on tables as usual. Normally you would click on [Send and Exit]. This time you will click on "New Order" and enter the order for the second client and then click on [Send and Exit].
- The order for this table now consists of two orders. You can view this by clicking on the table. You should now see the two orders on your screen.
- By clicking on the bar tab symbol in the right top corner of the order, you can enter a name. This name will not be printed on orders or bills for this bar tab. You can use a customer description instead of a correct name to indicate for which person the tab is registered. A bar tab may be opened without a name.
- It is possible to make a new entry on the screen by clicking [+]. By clicking on "X", you will return to the "Main Screen".
- If you click on these bar tabs, you can settle the bill.

## 1.20 Debtors (accounts)

It is possible to use the "Debtor Function" to charge sales to a customer account. These accounts have an adjustable credit limit and provide a detailed overview afterwards for all previously charged sales. All purchases are sorted by date. This can, for example, be applied in a hotel by booking food and drinks to a room number. Proceed as follows:

- Open a normal table account or bar tab and save all food and drinks that are ordered as normal.
- If you want to charge the table invoice or bar tab to the customer account, click on [Client].
- Here you select the account of the customer to which the bill should be booked to. If the customer is not yet known, you can select [Add] to create a new record.
- Once the customer is created, click on [Select].
- POSnet will reconfirm whether you are sure that the order will be booked to the selected customer. If this is the case, click on [YES].
- When printing the bill, the name of the customer will be inserted.
- The order is now booked in the name of the customer.

## 1.21 Debtors (PrePaid cards)

The debtor function allows "PrePaid" cards to be added for different applications, for example, special credit cards can be used as a 10x solarium credit.

To create a new credit card, please select "Create New Article". After choosing the new article "10 x solarium" you enter the total price of the credit card and choose "PrePaid" product as the product type. Now you will see a number of new fields for each unit (10) and the number of days the card will be valid for.

To charge these credits, create a new separate article so you can charge these costs to "Prepaid Commodity". The article itself has no price tag, therefore it is only used to charge the credits from the card which was purchased by the customer in advance. The use of "Prepaid Cards" is always via a debtors account.

Before you can charge the credit, you must first choose the relevant debtor with a "Prepaid Card", and then you register the "Prepaid Commodity". This transaction can easily be combined with other purchases and a choice of payment transactions can be made by [Cash] or [PIN].

Choose [PrePaid] for each customer with a "PrePaid Account". Now you can view the current state of the credit cards, how many units have been used, what funds still remain on the credit card and until when is the credit card is valid.

In the report module there is a [PrePaid Article] present. Here you can view the exact amounts in terms of the total number of units used per "PrePaid Article" and how many units are still available.

## 1.22 Fixed discount

If you want to give a discount on your entire selection, for example during "Happy Hour", proceed as follows:

- Log in as "Administrator" with password "1".
- Then click on [Categories and Products].
- Here you will find the created and classified products. Then click on the tab called "Prices".
- Click on [Fixed Discount]. You can specify what percentage discount you give on all prices. Please note that after the "Happy Hour" the discount percentage needs to be set back to 0%. Caution! You can only reset POSnet when there are no tables left open.

It is also possible to give discount by making an extra "Price Level". This way you can fill in various prices per product. Proceed as follows:

- Log in as "Administrator" and password "1".
- Click on [Categories and Products].
- The information you created about classified products is in this menu. Click on the "Prices" tab.
- Now click on [Price Levels].
- You can create groups by clicking on [Add] and for instance enter a group called "Members". Once this group is created, click on "X" to exit. If you tick this new "Group", it will be activated immediately.
- Now you have created two price columns. One shows the "Price", the other is the created "Discount Group".
- By double clicking you can alter both price levels.
- This price level can also be selected for an individual customer.
- It is also possible to temporarily change all standard prices in the complete POSnet assortment to another price level. This is done by ticking the price category.

## 1.23 POSnet connected to a network

POSnet has the capability to link multiple cash registers. By connecting extra cash registers you must ensure that there is one master cash register. This is the register which receives all data. It is always in use and is also the one where the database runs from.

We advise you to separate this network from other networks. This is to optimise the functionality of POSnet and it prevents interference from external sources such as hackers.

### **Wireless:**

A wireless network is also possible. If your PC does not have Wi-Fi, you will need a wireless router. This way you can serve customers at tables directly with a handheld computer or iPod. This wireless network must also be protected from outside interference. A network with all computers is possible using Windows XP, Vista or Windows 7. However, these PC's do need to meet the minimum system requirements.

See Chapter [1.2: "Minimum System Requirements"](#)

Every PC which you want to connect to the POSnet network must have its own POSnet user license.

### **Fixed cash registers:**

It is also possible to use fixed PC's by connecting them to a network with cables. Please note the following:

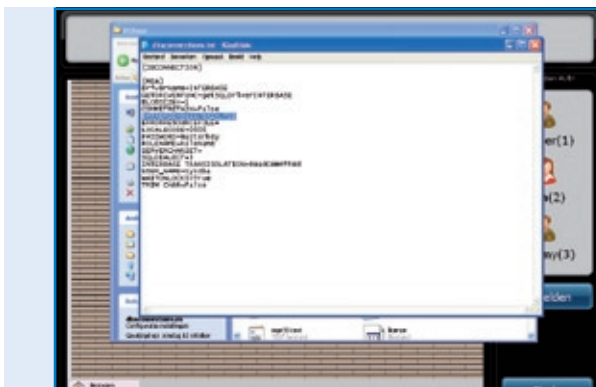
- By using a cross cable you can connect two cash registers together. This is a cheap and simple solution as you do not need to use a router.
- To connect more than two cash registers in a network, a switch or router is needed so all PC's can communicate with each other. Which type of switch or router is needed depends on the number of cash registers you want to link.

### **Linking cash registers:**

The following criteria must be met when linking two cash registers:

- Both cash registers must be connected to the same network by using a router or cable network.
- POSnet must have been accepted by the firewall of both cash registers.
- Both cash registers must have an IP-address in the same range, for instance: 10.0.0.1 and 10.0.0.2; When your cash registers are not set with an IP-address in the same range, for instance 82.126.168.01 and 10.0.0.1, they will not be able to communicate with one another.

- Both cash registers must be set to the same subnet mask. Often this is 255.255.255.0
- You must decide which cash register is permanently on. This is the cash register that collects all data.
- For example, say: your cash register in the bar is always switched on, the cash register on the terrace is only switched on in the summer.
- In this case, you need to set the POSnet software on the cash register at the terrace so that this terminal will use the database on the terminal at the bar as follows:
  - Go to "Explorer" and click on the system drive where POSnet is installed (this is usually the "C" drive).
  - Then click on "Program Files".
  - Locate the folder "POSnet".
  - In this folder you will find a file called: "*dbxconnections.ini*", please open this file
  - Once this file is opened you will see the image, as shown on the right.
  - In the selected line (see image) it states: "*DATABASE = baza/BAZA.fdb*". This means this cash register receives its information from its own system. This line means the cash registers is communicating with itself and you want to connect it to the cash register in the bar.
  - To achieve this, the following step needs to be performed: search for the sentence "*DATABASE = baza/BAZA.fdb*" and select the following: "*baza/BAZA.fdb*". This selected part now needs changing to the address of your cash register in the bar. In this case, this is: *192.168.1.230/C:/Program Files/POSnet/baza/BAZA.fdb*
  - First you enter your IP-address and then the reference to the correct database.
  - Then click on [File] and [Save]. Next click on the "X". Your cash register is now connected to the other one.



*POSnet file: "dbxconnections.ini" shown in a MS-Windows navigation window and opened with Notepad to edit the path to the POSnet database can be found and saved.*

## 1.24 POSnet settings

Log in as “Administrator”. Click on [Administration]. Now click on [Settings]. The left column shows the following categories:

### General:

- The language.  
Here you can choose the desired language for the POSnet software
- Opening and closing times;  
Enter the latest closing time. Takings after 24:00 hours may this way still be counted in the previous daily takings.

### Functions:

- Blocking table entries;  
Here you choose whether or not more waiters may serve the same table.
- Open drawer at payments;  
You can optionally specify whether a drawer opens or not at PIN payments.
- Logging off automatically;  
When you log on to POSnet manually, the system will automatically log you off.
- Orders will automatically be sent after logging off;  
Orders will be sent automatically when closing a table.
- Time table not vacant (timed in minutes, not used in 0 minutes);  
Graphic representation with blocks and colours to show how long a table was not served.
- Enable Chinese kitchen ticket option;  
Enables the option to import a graphic description of Chinese products
- Using handhelds;  
Enables the option for using handhelds.
- Allow open tables when shift ends;  
Allows the employee to finish his shift while tables which he/she served, remain open.

**Tax:**

- Usage of the tax table;  
If the tax table is active, POSnet will calculate a predetermined tax rate per product.
- Print tax;  
Prints the tax on the bill.

**Image:**

- Version 2 of table plan;  
Enables the graphic table plan.
- If you wish to use VDF, a second cash register.

**Print menu:**

- Which bill is linked to which printer;  
Here you select the printer for guest accounts and deliveries.
- Add, delete or modify printers.

**Methods of payment:**

- Add, delete or modify methods of payment.

**Caller ID:**

- The use of a Caller-ID;  
To connect a standard PSTN-telephone line to your computer.  
POSnet shows its customers as soon as the telephone rings by automatic number recognition.
- Caller-ID settings.

**Other:**

- Add new Bitmaps (BMP's);  
When you have your own images or pictures and wish to use these in POSnet to mark your keys, you simply import them into POSnet.

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