

Salesbooster

User Manual



■ Quick Reference Guide

POINTS CARD TRANSACTIONS

ISSUING NEW POINTS CARD & ADDING ADDITIONAL PURCHASES

1. From the main screen swipe points card (Existing or new).
2. Enter customer's contact information (Optional)
3. Enter customer's purchase amount in the <AMOUNT> field then press <Enter> key twice to complete the transaction.

REDEEMING CUSTOMER'S POINTS

1. From the main screen swipe card.
2. Press the <point> key.
3. Enter number of Points to redeem then press <Enter> key twice to complete the transaction.

TRANSACTION HISTORY REPORTS

VIEWING POINTS CARD SALES AMOUNTS

This option searches the terminal for your Daily and Monthly Membership Card Sales History. Follow the steps below then enter the date range you wish to view.

1. Press <Search> or #3
Press < Member Sales> #6



Some Basics

Turning On Your Salesbooster

1. Plug the unit into any standard power outlet
2. Find the ON switch located at the back of the unit

Moving From One Field To Next

Salesbooster uses the 4 arrow keys located on the keyboard (Included) to move from one field to the next. Alternatively, you may also use the <ENTER> key on your keyboard to skip from one field to the next.

Data Entry

Use the keyboard to enter your customer data or to enter sales amounts.



Limited Warranty

1. In the event of a defect in materials or workmanship, Lucent SMB will repair this product with new or rebuilt parts free of charge during the warranty period.
2. Warranty period is one (1) year from the date of original purchase. (Peripherals, such as adapters are not covered under this warranty.)
3. This warranty only covers failure due to defects in materials or workmanship that may occur during normal use. The warranty does not cover damage resulting from misuse, lack of care, alteration, modification, accident, and breakage resulting from normal wear and tear.

Limits and Exclusions

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Setting Up For The First Time

Step 1 – Time Setting

It's important to make sure that the internal clock is set correctly to your local time. Salesbooster records the transactions based on your local time.

1. From the main screen, hold down the <SHIFT> key. While holding down the <SHIFT> key, press the <ARROW DOWN> key then release
2. Enter the date using the MM-DD-YYYY format as shown. Press <ENTER> key to move next
3. Enter your current time using the 24 hour clock format. Use the arrow key to move cursor to <YES> field.
4. Press <ENTER> key to finish

Step 2 – Bonus Rate

This section explains how to set the percentage of sale you wish to give as loyalty points.

1. From the main screen, hold down the <SHIFT> key. While holding down the <SHIFT> key, press <PgDn> key 4 times consecutively
2. Enter the percentage of sale you wish to give back to your customers (e.g. Enter 5 if you wish to give 5% of your customer's purchase as a bonus point)
3. Press the <ENTER> key to finish

Step 3 – Your Business Name

Follow the steps below to enter your business name to the main screen.

1. From the main screen, hold down the <SHIFT> key. While holding the <SHIFT> key, press the <DOWN ARROW>, then <UP ARROW>, then <PgDn>, then <PgUp> keys sequentially.
2. Use the <DELETE> key to delete the default text
3. Type in your business name
4. Press <ENTER> to finish

Step 4 – Other

Salesbooster lets you change the main pass code that gives access to all the features. As well, this section lets you delete all data in the terminal and backup your data to a PC.

1. From the main screen, hold down the <SHIFT> key. While holding down the <SHIFT> key, press <UP ARROW> key
2. Use the <DELETE> key to delete the current default pass code (0000).
3. Enter the new pass code you wish to use (e.g. 1234), then press <ENTER> to move to the next field
4. Press <ENTER> again to skip without changing the DELETE field. **IMPORTANT:** You should NOT delete the data stored in the terminal as it contains all your customer's contact info as well as their card data.
5. Press <ENTER> again to skip to next fields and to finish