

# **Nail 123 System**

## **User's Manual**

### **Introduction and Functionalities of Nail 123**

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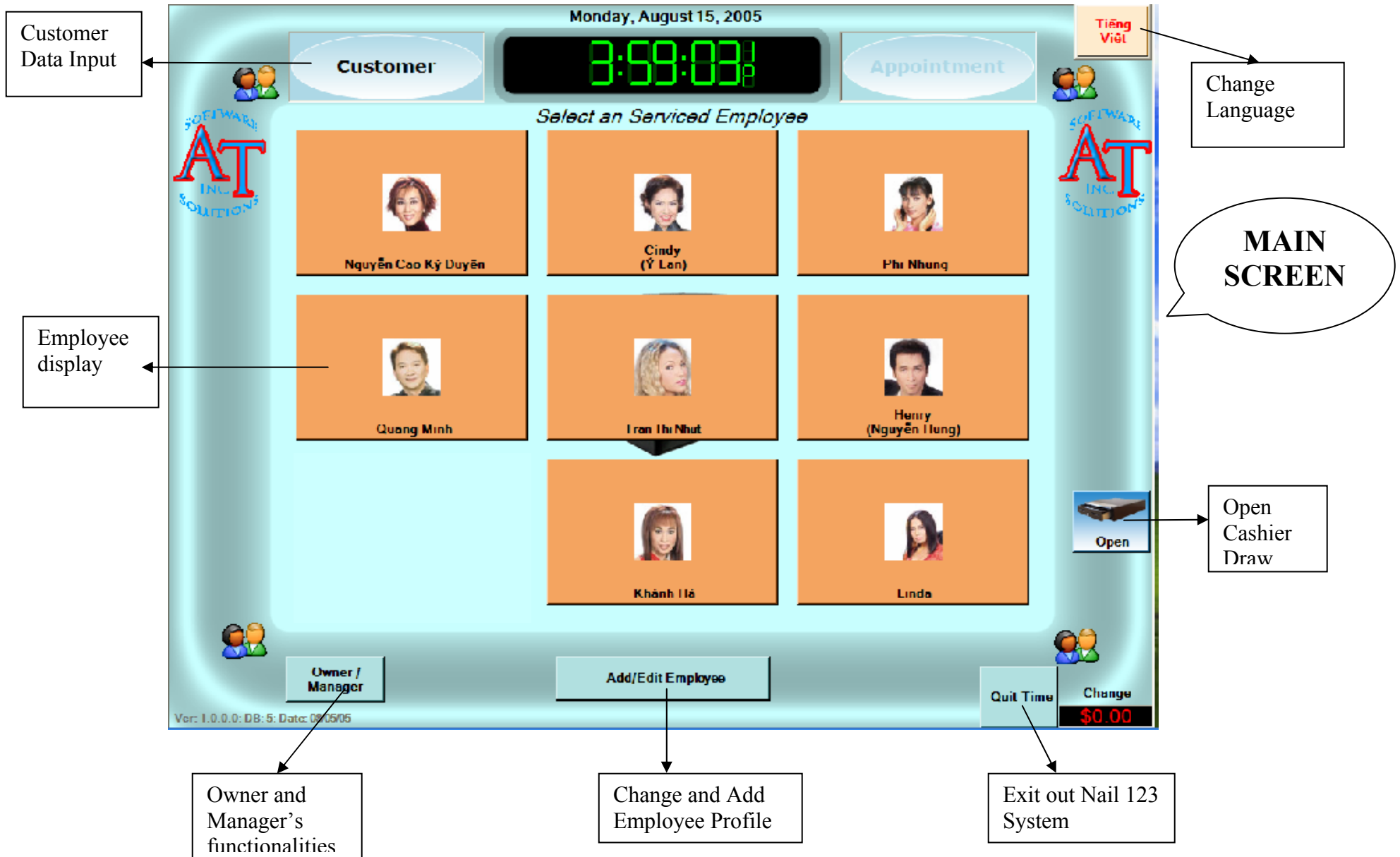
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# 1. General Introduction of the main screen of Nail 123 System



## 2. Graphical User Interface (GUI) for Employee

### a. Customer's payment method (Including: Cash, Check, Credit Card, Gift Certificates...)

The screenshot shows the following interface elements:

- Customer Information:** Name: Diane (Dao), Ticket: 00040, Services: \$0.00.
- Service Grid:**

Categories	ARCRYLIC GEL,SILK FIBER		
ARCRYLIC GEL,SILK FIBER	Acrylic New Set Overlay \$20.00	Gel New Set Overlay \$30.00	Silk Fiber Full Set Over Lay \$30.00
Pedicure Manicure	Regular New Set with Tips \$25.00	Gel with Tip \$35.00	Silk Fiber Full Set With Tip \$40.00
SMOOTH BODY WAXING	Fill and Cut Down \$15.00	Gel Fill \$23.00	Silk Fiber Fill \$25.00
FACIAL	White Tip New Set \$27.00		
ADDITIONL SERVICE	Pink and White Fill and Cut Down \$25.00		
MASSAGE	Pink and White Powder New \$30.00		
	White Tip Fill and Cut Down \$15.00		
- Payment Summary:** Tax: \$0.00, Total: \$20.00. Paid: \$0.00, Change: \$0.00.
- Payment Methods:** Cash, Credit Card, Gift Certificates, Check, No Charge.
- Navigation:** Buttons for 'Complete Sale', 'Add/Edit Sale Items', 'Down', 'Up', 'Prev', 'Next', 'Employee Cash Advance', 'Daily Cash Withdraw', 'Sell Gift Certificate', 'Open', 'Cancel'.
- Search Options:** 'Search by Phone# or Kit#', 'Select by Name'.

Annotations on the image:

- Service items:** Points to the service grid.
- Service Category:** Points to the category labels on the left.
- Search Customer by Name:** Points to the 'Select by Name' button.
- Tips and Discount Input:** Points to the 'Extra' and 'Tip\$' buttons.
- List of Service and Cost:** Points to the service grid.
- Cash method:** Points to the 'Cash' payment option.
- Multiple Employees service:** Points to the 'MORE...' button.
- Credit Card method:** Points to the 'Credit Card' payment option.
- Gift Certificates method:** Points to the 'Gift Certificates' payment option.
- Touch on this button to completes the Transaction:** Points to the 'Complete Sale' button.
- Search Customer by Phone or Kit#:** Points to the 'Search by Phone# or Kit#' button.

- From the Main Screen -> Touch on Service Employee picture to get here
- This is the main screen to charge the customer for services
- There are four types of payment methods: Cash, Check, Credit and Gift.
- How to print the receipt for one customer to many employees service.

**b. Gift certificates:**

**Sell Gift Certificates:**

- From the Main Screen – Touch on Employee Service –Touch on “Sell Gift” button at the bottom
- Gift Certificate screen will appear:

The screenshot shows the 'Selling Gift Certificate' interface. It features a numeric keypad on the left for entering the gift certificate number (12345), a central area for selecting a value (e.g., \$35), and a right-hand section for payment types and totals. Callouts are as follows:

- 1/ Touch on Sell Gift Certificate**: Points to the 'Sell Gift Certificate' button at the bottom of the main screen.
- 2/ Enter the Gift Number or Scan the Barcode**: Points to the numeric keypad where '12345' is entered.
- 3/ Touch Enter**: Points to the 'Enter' button on the keypad.
- 4/ Enter the Amount to sell**: Points to the '\$35' selection on the 'Quick \$' menu.
- 5/ The balance will display here**: Points to the 'Total: \$20.00' display.

Additional screen details include: 'Selling Gift Certificate' title, 'Gift Certificate \$\$\$' header, 'Date' (9/12/2005), 'Amount' (\$35.00), 'Last Used' (9/12/2005), 'Balance' (\$35.00), 'Seller: Linda', 'Status: New Gift Certificate', 'White Tip Fill and Cut Down \$15.00', 'Sale Item List: Page: 1', 'Add/Edit Sale Items', 'Employee Cash Advance', 'Daily Cash Withdraw', 'Customer' section with 'Not Selected Yet' and 'Visiting Count (not used)', 'Payment Types' (Cash, Credit Card, Gift Certificate, Check, No Charge), 'Paid: \$0.00', 'Change: \$0.00', 'Open' button, and 'Complete Sale' button.

- **Gift Certificate redemption:**
  - Touch on Gift Certificate Icon

+ In case of the Gift number is in the system

1/ Touch in Gift Icon

2/ Enter or Scan Gift number

3/ Touch or Hit Enter

- **In case of Gift number is not found in the system**
  - Notification dialog
  - Touch on the button that applies for the Gift

**\* When Gift is lesser than service amount:**

The screenshot shows the main interface of the Nail 123 System. At the top, the customer's name is "Diane (Dao)" and the ticket number is "00040". The current service is "ARCRYLIC GEL,SILK FIBER" with a price of \$20.00. A notification dialog box is displayed in the center, asking "Where is the Gift Certificate come from?". The dialog has two options: "Sold before buying the Nail 123 System (Đã bán ra chức khi mua máy)" and "From other stores (Từ tiệm khác)". A callout box on the right points to the "Open" button in the dialog, stating "1/Touch on the button that applies for Gift".

- Scan or Enter the Gift number and amount.
- The balance will be recalculated

**\*When Gift is more than service amount:**

- The screen will display the amount of gift remaining balance
- Employee will make the new Gift Certificate with equal remaining amount to give back to customer

**c. Expense and Cash Advanced for Employee:**

- From Main Screen – Touch in employee service

Daily Expense for this employee

Cash advanced for this employee

Name: **Diane (Dao)** Ticket: **00040** **NAIL 123 SYSTEM®** Tiếng Việt

Tickets: **0** Services: **\$0.00**

Categories	ARCRYLIC GEL,SILK FIBER		
ARCRYLIC GEL,SILK FIBER	Acrylic New Set Overlay \$20.00	Gel New Set Overlay \$30.00	Silk Fiber Full Set Over Lay \$30.00
Pedicure Manicure	Regular New Set with Tips \$25.00	Gel with Tip \$35.00	Silk Fiber Full Set With Tin \$40.00
SMOOTH BODY WAXING	Fill and Cut Down \$15.00	Gel Fill \$23.00	Silk Fiber Fill \$25.00
FACIAL	White Tip New Set \$27.00		
ADDITIONL SERVICE	Pink and White Fill and Cut Down \$25.00		
MASSAGE	Pink and White Powder New \$30.00		
	White Tip Fill and Cut Down \$15.00		

Categories 1 Sale Item List; Page: 1

Extra  
T Qty Description Price  
S 1 Acrylic New Set Overlay \$20.00

Tip\$  
TIPS

COUPON DISCOUNT SERVICES

% Discount PRODUCTS

Teen  
Senior

Tax: \$0.00  
**Total: \$20.00**

Select Payment Types:

\$\$\$ Cash \$0.00  
VISA Credit Card \$0.00  
Gift Certificate \$0.00  
Check \$0.00  
No Charge

Paid **\$0.00**  
Change **\$0.00**

Complete Sale

Customer  
Not Selected Yet  
Visiting Count (not used)  
1

Search by Phone# or Kit#  
Select by Name

Employee Cash Advance  
Daily Cash Withdraw  
Sell Gift Certificate



**d. Cancel or Exit the transaction**

Name: **Diane (Dao)** Ticket: **00040** **NAIL 123 SYSTEM** Tiếng Việt

Tickets: **0** Services: **\$0.00**

Categories	ARCRYLIC GEL,SILK FIBER		
ARCRYLIC GEL,SILK FIBER	Arctrylic New Set Overlay \$20.00	Gel New Set Overlay \$30.00	Silk Fiber Full Set Over Lay \$30.00
Pedicure Manicure	Regular New Set with Tips \$25.00	Gel with Tip \$35.00	Silk Fiber Full Set With Tip \$40.00
SMOOTH BODY WAXING	Fill and Cut Down \$15.00	Gel Fill \$23.00	Silk Fiber Fill \$25.00
FACIAL	White Tip New Set \$27.00		
ADDITIONL SERVICE	Pink and White Fill and Cut Down \$25.00		
MASSAGE	Pink and White Powder New \$30.00		
	White Tip Fill and Cut Down \$15.00		

Extra  
Tip\$  
COUPON DISCOUNT SERVICES  
% Discount PRODUCTS  
Teen  
Senior

T	Qty	Description	Price
S	1	Arctrylic New Set Overlay	\$20.00

Tax: \$0.00  
**Total: \$20.00**

Select Payment Types:

\$\$\$ Cash \$0.00	VISA Credit Card \$0.00	Gift Certificate \$0.00	Check \$0.00	No Charge
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Paid **\$0.00**  
Change **\$0.00** Open

**Complete Sale**

Categories 1 Sale Item List; Page: 1

Down Up Add/Edit Sale Items Prev Next

Employee Cash Advance Daily Cash Withdraw Sell Gift Certificate

Customer  
Not Selected Yet  
Visiting Count (not used)  
1

Search by Phone# or Kit#  
Select by Name  
Cancel

Clear the list of services  
Undo the selected item  
Abandon the transaction to go back to Main Screen

**Attention:** When you in the middle of the transaction and you want to get out, you need to Touch on Clear button and Exit to get back to the Main Screen.

**e. Enter Customer Data**

- From the Main Screen-> Touch on Customer button

Customer View and Edit

**Personal Information**

Name: Anabela Domingues  
Addr: Av. Inés de Castro, 41  
City: Quakertown  
State: PA Zip: 18951  
Phone: 415-233-3333 Cell: 541-236-5889  
Birth: 02/09/2005  Favorite Customer

**Customer Services Informations**

Kit #: 81 Visiting Count (not used) 6  
History Cust. Since 3/13/2005  
Last Service Employee Cindy # Visits 146  
Preferred Employee Cindy Last Visit 12/30/2005 Total Sales \$5861.96  
Customer References Notes: TV  
Bar Code: 123536

Name	Kit #
Alejandra Camino	69
Alexander Feuer	52
Ana Trujillo	2
Anabela Domingues	81
André Fonseca	31
Ann Devon	19
Annette Roulet	41
Antonio Moreno	3
Aria Cruz	21
Art Braunschweiger	75

Alphabet: A N, B O, C P, D, F R, F S, G T, H U, I V, J W, K X, L Y, M Z

Buttons: Ok, Cancel, Add New Customer, Apply, Survey Report, Favorite Customer, Delete

Visit Count of this Customer

Hot Key to find customer alphabetically

Touch here to enter the new Customer

### 3. Owner Configuration

#### a. Fix and Change Employee's profile

- From Main Screen -> Touch Add/Edit Employee button.

The screenshot shows the 'Employee Edit Screen' on the left and the 'Employee List' on the right. The 'Employee Edit Screen' includes sections for Personal Information, Payroll, and Button Design. The 'Employee List' displays a grid of employee cards, each with a photo, name, and status (T: 0, S: \$0.00). The card for 'Khánh Hà' is highlighted with a red border. At the bottom of the screen are buttons for 'Add', 'Cancel', and 'Ok'.

Enter Employee profile

Cancel to get back to Main

Done to save this Employee

Add more Employee

Drop in the folder to hide this employee

### b. Manage Employee's Tickets

- From Main Screen -> Touch on Owner/Manager to enter Password

The screenshot shows the 'Manage Employee's Tickets' screen. It features a table of items, a calendar grid, a list of employees, and various control buttons. Annotations provide the following information:

- Employee's service:** Points to the item list table.
- Letter "v" is next to ticket indicates that the ticket is voided:** Points to the '4v' entry in the calendar grid.
- Delete or Cancel this Service:** Points to the 'Edit Sale Item' and 'Delete Sale Item' buttons.
- Delete this ticket:** Points to the 'Delete Ticket' button.
- Change the Ticket to other Employee:** Points to the 'Change' button in the ticket information section.
- Void this ticket (VOID) 5→5v:** Points to the 'Void Ticket' button.
- Back and Forward to change the period:** Points to the navigation arrows (Today, Day, Week, Month, Bi-Weekly).
- Calendar:** Points to the calendar grid.
- Print the Tickets:** Points to the 'Print' and 'Print Preview' buttons.

T	Qty	Description	Price
S	1	Refill Acrylic	\$22.00
S	1	Refill Gel	\$20.00
S	1	Full Set Acrylic	\$25.00

Tax: \$0.00  
**Total: \$67.00**

Monday, 9/12/2005  
 Diane

1	2	3	4v	5	6	7
8	9					

Employee List:

- Diane (Nguyễn Cao Kỳ Duyên)
- Nancy (Phi Nhung)
- Dianna (Hồng Đào)
- Henry (Nguyễn Hưng)
- Mike (Quang Minh)
- Hilkey (Khánh Hà)
- Linda (Y Lan)

Ticket Information:

Employee: Diane [Change]  
 Ticket #: 5 @9/12/2005 7:46 PM  
 Customer: [ ]  
 Payment Type: Cash  
 Special Discount: None  
 Time Span: 0 Minutes [Void Ticket]

Buttons: Re-Print Ticket, Delete Ticket, Prev, Next, Down, Up

Navigation: Today, Day, Week, Month, Bi-Weekly, Print Preview, Print

Bottom Menu: Ticket, Inventory, Expense, Report, Backup, Setup, Exit

### c. Owner Expense

- From Main Screen -> Touch on Owner/Manager to enter Password
- Touch on **Expense** button on the bottom

The screenshot shows the 'Expense Editing' interface. At the top, it displays the date '08/18/2005' and a calendar icon. Below this is a numeric keypad for entering the amount, currently showing '\$0'. The keypad includes digits 0-9, a decimal point, and an 'OK' button. To the right of the keypad is a table of expense items:

Date	Description	Price
8/15/2005	Solutions	\$0.00
8/15/2005	Clippers	\$79.00
8/18/2005	Solutions	\$456.00
8/18/2005	No Name	\$123.00

At the bottom of the keypad area, there is a 'Total: \$658.00' display. Below the keypad, there are fields for 'Expense Category' (set to 'No Name') and 'Expense Name' (set to 'No Name'). Navigation buttons include 'Up', 'Add Category', 'Add Sale Item', 'Prev', and 'Next'. A 'Delete Sale Item' button is located at the bottom right. The bottom of the screen features a menu with 'Ticket', 'Expense', 'Report', 'Backup', 'Setup', and 'Exit' options.

Callouts and annotations include:

- 'Expense detail' pointing to the expense table.
- 'Enter amount to spend' pointing to the numeric keypad.
- 'Description of the Expense' pointing to the 'No Name' category field.
- 'More Expense Description' pointing to the 'Expense Name' field.
- 'Type of Expense' pointing to the 'Expense Category' field.
- 'Delete the selected item' pointing to the 'Delete Sale Item' button.
- 'Description of the Expense' pointing to the 'Expense Name' field.
- 'More Expense type' pointing to the 'Add Category' button.

**d. Income Report:**

- From Main Screen -> Touch on Owner/Manager to enter Owner's password
- Touch on the Report section in the bottom

Monday, 9/12/2005

**Total Sale Report**  
AT Software Solutions, Inc.  
Monday, September 12, 2005 (Daily)

Cash .....	\$697.00
Credit Card .....	\$224.00
Check .....	\$0.00
Gift Certificates .....	\$195.00
<b>Total(Gross)</b>	<b>\$1116.00</b>

Total Services .....	\$1134.00
Total Products .....	\$0.00
Total Gift Certificate Sold .....	\$0.00
Discount(Coupons) .....	-\$18.00
Daily Withdraw .....	\$0.00
Cash Advance .....	\$0.00
<b>Total</b>	<b>\$1116.00</b>

Tips .....	\$9.00
------------	--------

<b>Total Number Tickets.....</b>	<b>16</b>
<b>Total Extra Charges .....</b>	<b>\$0.00</b>
<b>Total Sale Item Discount .....</b>	<b>\$0.00</b>
<b>Total Teen Discount .....</b>	<b>\$0.00</b>
<b>Total Senior Discount .....</b>	<b>\$0.00</b>

Report Type

- Total Sale
- Employees Report
- Employee Payroll
- Employee Services (Excel)
- Gift Certificates
- Services and Products
- Expense
- Employee Year to Date (YTD)

Print to Printer

Print to Printer

Today << Day >> << Week >> << Month >> << Bi-Weekly >> Print Preview Print

Ticket Inventory Expense **Report** Backup Setup Exit

**e. Data Management:**

- From the main Screen -> Touch on Owner/Manager to enter Password

The screenshot displays a software interface with several functional areas:

- Backup and Restore Database:** Includes fields for 'Key Drive Location' and 'Hard Drive Location', both with 'Browse' and 'Refresh' buttons. Below are two large buttons: 'Backup From PC to Key' (with a downward arrow) and 'Restore From Key to PC' (with an upward arrow). A 'Recovery' button with circular arrows is positioned below these.
- Clean-Up Tickets:** Contains a text instruction: 'Set the date below where you want to start deleting the tickets and everything before this date. For example, set at 04/01/2005 then all tickets on 04/01/2005 and before that will be deletes!!!'. A date dropdown menu is set to '05/01/2003'. A callout box points to this date with the text 'Date you want to clear all the Tickets'. Below the date is a large blue button labeled 'Begin Clean Up Tickets' with a callout box pointing to it that says 'Clean up all tickets'. Underneath this is a section for 'Initialization (Technician ONLY)' with a callout box pointing to it that says 'Initialize the new fresh database'.
- Send Data by Email:** A form for sending data via email, including fields for 'From', 'To', 'File Name', 'Subject', and 'Body Msg'. It also includes 'Server (SMTP)', 'User Name (ID)', and 'Password' fields. At the bottom, there are checkboxes for 'Auto SEND if manager forget!!!', a 'Select Auto Time' dropdown set to '9:00 PM', and buttons for 'Test Send (Not Data)' and 'Send Email'.

At the bottom of the interface is a navigation bar with buttons for 'Ticket', 'Expense', 'Report', 'Backup', 'Setup', and 'Exit'. The 'Backup' button is highlighted in red.

**Lưu ý:** Khi các bạn đã chọn được ngày muốn xóa bỏ tickets và nhấn vào ô **Begin Clean Up Tickets**. Máy sẽ tự động xóa bỏ tất cả tickets từ ngày bạn chọn trở về trước. ( backward)

**f. Full Configuration:**

- From Main Screen -> Touch on Owner/Manager to enter Password
- Touch in the **Set up** section in the bottom

The screenshot displays the 'Setup' screen of the Nail 123 System. The interface is divided into several sections: System, Security, Discount, Receipt, Printers, and Misc. A bottom navigation bar contains buttons for 'Ticket', 'Expense', 'Report', 'Backup', 'Setup' (highlighted in red), and 'Exit'. Several callout boxes with arrows point to specific settings:

- Sound affected and Tax rate:** Points to the 'Sound' checkbox and the 'Charge Sale Tax' field (set to 8.72%).
- Main Screen design:** Points to the 'User Screen Selection' area, which shows two screen layout options.
- Discount setting:** Points to the 'When at # Visits then reward discount' field (set to 10) and the 'Ask user first before apply discount' checkbox.
- Receipt print selection:** Points to the 'Printing Receipt for?' options: Customer, Employee, Owner, and Gift Certificate.
- Receipt Lay-out:** Points to the 'Design Customer Receipt Layout' checkbox.
- Change Passord:** Points to the 'Change Owner Security Code' and 'Security Lookup' buttons.
- Store Information:** Points to the 'Store Address Information' field, which contains 'A. I. Software Solutions, Inc. account number: 00000001'.
- Employee screen displayed:** Points to the 'Open Cash Drawer' section, which includes 'User Screen' and 'POS Screen' options, both with 'Show Button' and 'Security' checked.



### 4. Expendix:

a. If you change the Main Screen layout, the screen would look like this :

The screenshot shows a software interface for a nail salon. On the left is a 'Customer Kit # Look-Up' table with columns for 'Alphabet', 'Name', and 'Kit #'. The table lists various customers and their kit numbers. Below the table is a 'Favorite Customer' button. On the right is an 'Employee List' section. At the top right, there is a digital clock showing '10:09:44' and an 'English' language button. The 'Employee List' consists of two rows of employee cards. Each card displays an employee's photo, name, and service status (T: 0, S: \$0.00). A callout box points to the 'S: \$0.00' field with the text 'Option to display the total amount of service with the day'. At the bottom, there are several control buttons: 'Owner / Manager', 'Turn Tracker', 'Add/Edit Employee', 'Update Employee Services', and 'Exit'. Two callout boxes point to these buttons: one to 'Turn Tracker' with the text 'Control Turn for employee to service', and another to 'Update Employee Services' with the text 'Update Employee's profile'.

Alphabet	Name	Kit #
A	Alejandra Camino	69
	Alexander Feuer	52
H	Aria Trujillo	2
	Anabela Domingues	81
	André Fonseca	31
C	Ann Devon	19
	Annette Roulet	11
	Antonio Moreno	3
D	Aria Cruz	21
	Art Braunschweiger	75
L		
F		
G		
H		
I		
J		
K		
L		
M		

Employee List

T: 0	S: \$0.00	T: 0	S: \$0.00	T: 0	S: \$0.00
	Nguyễn Cao Kỳ Duyên		Cindy (Ỡ Lan)		Phi Nhung
00:00:00		00:00:00		00:00:00	
T: 0	S: \$0.00	T: 0	S: \$0.00	T: 0	S: \$0.00
	Quang Minh		Tran Thi Nhut		Henry (Nguyễn Hưng)
00:00:00		00:00:00		00:00:00	
		T: 0	S: \$0.00	T: 0	S: \$0.00
			Khánh Hà		Linda
		00:00:00		00:00:00	

Owner / Manager   Turn Tracker   Add/Edit Employee   Update Employee Services   Exit

**b. Receipt design :**

- In the **Set up** section -> touch on **Display Customer Receipt Layout**

