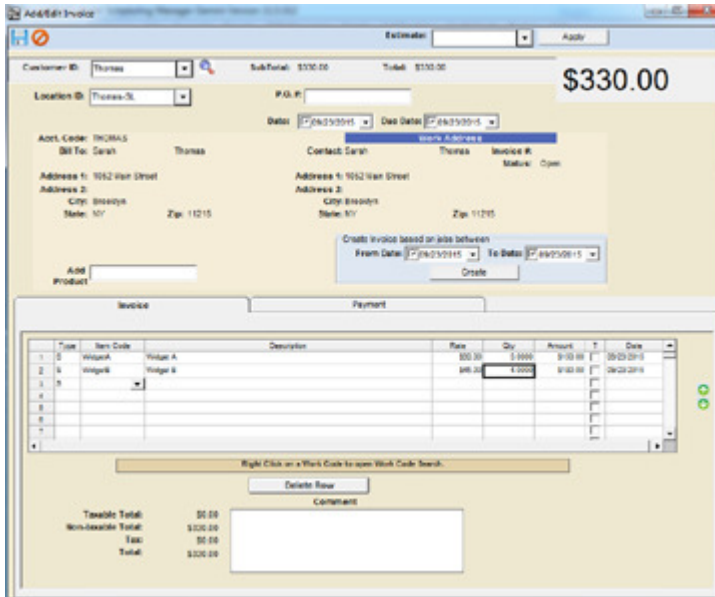## NEW POS System

A new addition to the **Scheduling Manager** is the POS (Point Of Sale) System. This is perfect if you own a retail store where you sell items direct to the public.

With the new POS feature, you are able to select products to add to the invoice, and also specify if a payment is received.

You can even apply multiple payments at once if, for example, the customer pays some in cash and a portion with a check.

Upon saving the invoice, you'll be asked if you wish to print the invoice. When done, the POS screen will automatically re-load, ready for you to record your next sale.

The POS System links with the customer database, the accounting and invoicing functions and the inventory components of the software.

You can print reports at the end of the day to show daily total takings, etc.

Did You Know?

Invoice Job Information Report

The "Invoice Job Information" report is a recent addition to **Scheduling Manager**.

It has been designed specifically to assist you in the situation where you may have an invoice and you need to know exactly which jobs the invoice is for.

You will find this report under Reports>Accounts>Invoice Job Information Report.

NEW Xero Interface

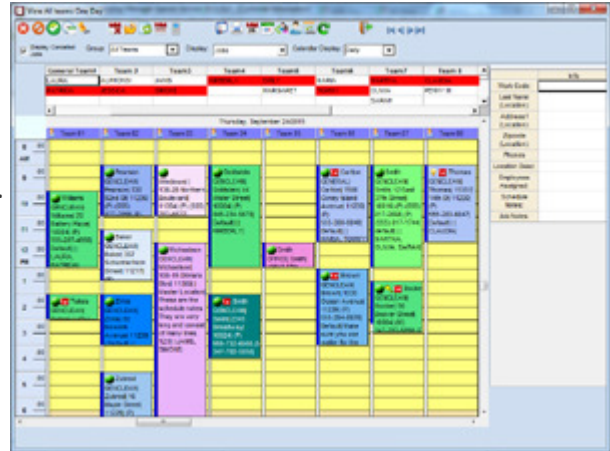We are very excited to announce the release of our new interface option with the increasingly-popular accounting package Xero.

With this new interface you'll be able to easily transfer data from **Scheduling Manager** to Xero (and vice versa) with the click of a button.

Did You Know?

Multiple Color Code Options

Did you know that there are multiple color-code options for the calendar displays in *Scheduling Manager?* These options include:

- **Color by Team**
  This is probably the most popular color-code option in *Scheduling Manager*. It enables you to easily distinguish between each team's jobs on the calendar.

- **Color by Work Code**
  This is another popular display option on the calendar. It enables you to view your jobs on the calendar color-coded by the type of service.

- **Color by Zone (pictured)**
  This option effectively shows you, at a glance, where all your jobs are located geographically. It makes it easy to spot any places where you're going to be travelling far and help you easily see where you can move jobs to in order to minimize your travel time.

- **Color by Job Status Code**
  Job Status Codes are options you can define yourself. You can use it to specify custom "stagings" for jobs yourself. Coloring by this option can give you a quick way to see what stage your jobs are at (beyond the traditional "open", "completed" and "cancelled").

iTunes

Download the Mobile App at the iTunes or Google Play store!

Google

Questions and comments? Contact us:

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