

Point-of-Sale (POS) Supervisory and End-of-day (EOD) Training

Course Overview

Learners will be able to perform POS supervisory role, at the end of the programme.

Course Outline

- POS Supervisory Functions Command Keys
- User Guide for Contactless Credit Card Terminal
- Creating Chief Cashier & Cashier ID
- Deleting a User ID
- Changing a User's Password
- Declaring on PC
- Remotely logging off a Cashier from a POS terminal
- Reports
 - Sales Report
 - Store Report
- EOD reports
- Non 24-hours EOD procedures
- 24-hours EOD procedures

Methodology

Hands-on working sessions of supervisor functions on POS and PC

Who Should Attend

Team Leader, Branch Executive, Branch Manager

Course Duration

0.5 Day / 4 Hours

Pre-requisites

NIL