INTERNATIONAL
POINT OF SALE

Department Maintenance Screen Explanation
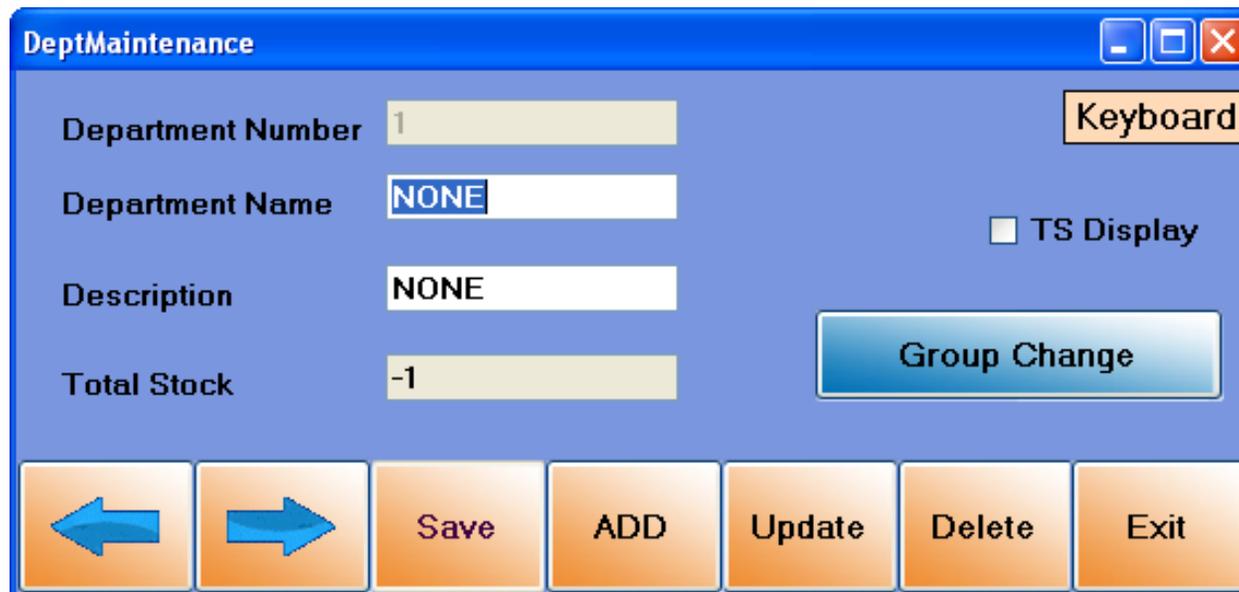
This guide will go over every function in the Department Maintenance window. This will also go in depth as to what every field and button does.

Department Number 1	This is the department number or the department ID. You cannot change this number or choose it. A new one will be made every time you press Add
Department Name NONE	This is the department name field. You can enter a name for your department here. You CAN NOT have two departments with the same name.
Description NONE	You can put a short description about your department here. Such as other things that may be categorized with it.
Total Stock -1	This adds up the entire combined stock of the items in that category.
⬅️ ➡️	Use these buttons to scroll through the departments.
ADD	Use this button to add a new department into the database.
Save	Use this button to save a new department into the database.
Update	Press this button to save any changes to an existing department
Delete	Use this button to delete a department. When you delete a department, all the items will be moved to the NONE department.
☐ TS Display	Check this if you want the department displayed to the customer with the item they purchase on the customer display.
Group Change	Click this button in order to change the price of every item in a department. This will be explained below.
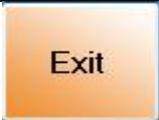
Exit	Press this button to close the department maintenance window.

GroupChange

This screen allows you to change product price at department level.

Information Required

DeptID   1   Price   `0.00`   **Apply Changes**

Dept Name   NONE   Cost   `0.00`

	ITEM_NO	ITEM_NAME	PRICE	COST
▶	000	Lottery	0.0000	0.0000
	1	Non-Taxable Item	0.0000	0.0000
	2	Tax 1	0.0000	0.0000
	30	Buttered Roll	0.0000	0.0000
	7854216	Milk 1qrt	1.1700	0.0000
	97854135	Blackwood Cigar	3.1100	0.0000
✳				

This is the Group Change window. You can view every item in that department here. You can also change the price and cost of everything in the department to become what you entered. Enter in the price and cost in their fields, you can press the Apply Changes button to change everything in the department to that price and cost.