

## Technical Bulletin

### ISS45 Procedures for Changing Accountability Method (Cashier / Terminal)

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In rare instances a grocer will want to change their accountability structure. There are several qdx files that are affected when changing from Cashier balancing to POS balancing. This procedure should be followed so that the affected files are properly adjusted.

- 1) Run the EOD as normal.
- 2) Clear cashier totals if delayed cashier balancing is used, lock the previous period, transfer the current to previous, balance if needed to lock again. This will ensure that no totals are left in the cashier and empl.qdx files.
- 3) Flag the parameter for POS Accountability. (Cash Office Parameters) If you wish to use Delayed POS Balancing, make sure the parameter is flagged also. Apply and go to the Locking Options tab. You should flag the Automatic Locking for Cashier at POS Accountability System. This will lock and clear the cashier totals at the EOD while leaving the POS totals in the previous period. This will help the office personnel from being confused between totals of cashier and POS.
- 4) Reset the POLL list to zeros. (System Administration\ V7 Front Office Parameters\Poll List) F2 to update and Escape.
- 5) Exit out of V8 back to the desktop. Go to Services and stop pos\_srv\_manager.
- 6) Open Windows Explorer and delete posval.qdx from the PCmaster\QDX directory.
- 7) Restart the computer. Do not start pos\_srv\_manager, you must reboot the pc and let the services start automatically. This will allow ISS45 to create a new empty posval.qdx.
- 8) When ISS45 is back up, log on and go into the POLL List again. Set the values back to the previous settings for all POSTS that are on the LAN.

Steps 2 thru 8 MUST be done AFTER the EOD but BEFORE the start of business at the POSTS.

To Your Success,

***Tammy and Bob***  
*Tammy Elliott, Bob Walls*