Admin Center - Operations - Creating Payment Types

26 Steps <u>View most recent version</u>

Created by Thomson Tang Creation Date May 2, 2023 Last Updated May 29, 2023





Go to staging-management.silverwarepos.com

STEP 2

Click on Operations

Questions	
Sales Class	Name 🗸
Price Levels	American Express
Scheduling	AMEX
POS panel designer	Brendyn Maintenance
	Cash (CAD)
Voids	Cash (USD)
Discounts Gratuities	Charge
Payment types	Cheque
Taxes	DEBIT
& Employees ✓	Debit
🔓 Permissions 🗸 🗸	0.54



Click on Payment types

🗐 Оре	rations	^	Cash (CAD)
Voids	s punts		Cash (USD)
Grat	utios		Charge
Payr	nent types		Cheque
Тене	9		DEBIT
요 Emp	loyees	~	Debit
6 Pern	nissions	~	Debit
Impo 🕁	ort/Export	~	Digital Amex
			Digital MC
			Digital Visa
			Diners

STEP 4

Search Bar

^	Search for the payment type you are looking for
	Name ~ American Express
bility	AMEX
esigner	Brendyn Maintenance
. ^	Cash (CAD)



Filter

Additional filter for active/inactive

	1
▼	
1 5 + :	
>	
>	
>	

STEP 6

How to add new payment type

Ø Search for the payment type	you are looking for
O Add new payment type	
Name 🗸	
American Express	
AMEX	
Brendyn Maintenance	
Cash (CAD)	
Cash (USD)	



Enter payment name

< Payment types	
Payment type Creatin	g a new payment type
Name	Enter payment name
Alias	Enter alias
Туре	Cash

STEP 8

Enter alias

Select the 3 dots to override stores

Menu Items	^	< Payment types	
Groups		Payment type Creating a new p	oayment type
Questions			
Sales Class		Name	Enter payment name
Price Levels			
Menu Availability		Alias	Enter alias
Scheduling			
POS panel designe	er	Туре	Cash
Operations	^	Currency	Choose currency
Voids			enouse currency
Discounts		Optional prompt	Enter the optional prompt
Gratuities		optional prompt	enter the optional prompt



Payment Method Type

tenu ^	< Payment types		
ems			
roups	Payment type Creating a new p	ayment type	
uestions			
ales Class	Name	Enter payment name	
rice Levels			
lenu Availability	Alias	Enter alias	
cheduling			
OS panel designer	Туре	Cash	
)perations ^	Currency	Choose currency	
oids		choose carrency	
iscounts	Optional prompt	Enter the optional prompt	
ratuities			
avment types			

STEP 10

Currency

Payment type Creating a new	Payment type Creating a new payment type		
Name	Enter payment name		
Alias	Enter alias		
Туре	Cash		
Currency	Choose currency		
Optional prompt	Enter the optional prompt		
Charge tip rate	0		
Over is tip			
Do not allow tips			



Optional prompt

Select the 3 dots to override stores

Alias	Enter alias
Туре	Cash
Currency	Choose currency
Optional prompt	Enter the optional prompt
Charge tip rate	0
Over is tip	

STEP 12

Charge Tip Rate

Select the 3 dots to override stores

Scheduling			
POS panel designer	r	Туре	Cash
Operations	^	Currency	Choose currency
Voids			
Discounts		Optional prompt	Enter the optional prompt
Gratuities			
Payment types		Charge tip rate	0
Taxes		charge aprote	•
Employees	~	Over is tip	
Permissions	~		
, Import/Export	~	Do not allow tips	



Over is tip

POS panel designer	Туре	Cash
Operations ^	Currency	Choose currency
Discounts Gratuities	Optional prompt	Enter the optional prompt
Payment types	Charge tip rate	d
Employees	Over is tip	
, Import/Export	Do not allow tips	
	Trigger drawer	

STEP 14

Do not allow tips

Charge tip rate	0
Over is tip	
Do not allow tips	
Trigger drawer	
Do not post to PMS	
Require manager to apply	
Require manager to remove	



Trigger drawer



STEP 16

Do not post to PMS

ons	~	Do not allow tips	
xport	~	Triana danaa	
		ingger drawer	
		Do not post to PMS	
		Require manager to apply	
		Require manager to remove	
		Fixed amount	
		Default amount	0



Require manager to apply

Do not post to PMS	
Require manager to apply	
Require manager to remove	
Fixed amount	
Default amount	0
Interface ID	Enter Interface ID
Credit suppress sign amount	0

STEP 18

Require manager to remove

Do not post to PMS	
Require manager to apply	
Require manager to remove	
Fixed amount	
Default amount	0
Interface ID	Enter Interface ID
Credit suppress sign amount	0



Fixed amount

	Require manager to apply		
	Require manager to remove		
	Fixed amount		
	Default amount	0	
	Interface ID	Enter Interface ID	
	Credit suppress sign amount	0	
<	e re e		

STEP 20

Default amount

~	Require manager to remove	
	Fixed amount	
	Default amount	0
	Interface ID	Enter Interface ID
	Credit suppress sign amount	0
	Credit suppress slip amount	0
	Security	Choose security



Interface ID

Select the 3 dots to override stores

 Require manager to remove	
Fixed amount	
Default amount	이
Interface ID	Enter Interface ID
Credit suppress sign amount	0
Credit suppress slip amount	0
Security	Choose security

STEP 22

Suppress sign amount

Select the 3 dots to override stores

Fixed amount	
Default amount	0
Interface ID	Enter Interface ID
Credit suppress sign amount	0
Credit suppress slip amount	0
Security	Choose security
Active	



Suppress slip amount

Select the 3 dots to override stores

Default amount	0
Interface ID	Enter Interface ID
Credit suppress sign amount	여
Credit suppress slip amount	0
Security	Choose security
Active	
Permission level	Choose permission set

STEP 24

Security

Default amount	0
Interface ID	Enter Interface ID
Credit suppress sign amount	0
Credit suppress slip amount	이
Security	Choose security
Active	M
	_
Permission level	Choose permission set



Click on Active

	Default amount	0	
	Interface ID	Enter Interface ID	
	Credit suppress sign amount	0	
	Credit suppress slip amount	q	
_	Security	Choose security	
	Active	2	
<	Permission level	Choose permission set	

STEP 26

Permission level

	Credit suppress sign amount	0
	Credit suppress slip amount	0
	Security	Choose security
	Active	
<	Permission level	Choose permission set



