

## Full Screen Point Of Sale (POS)

### OVERVIEW

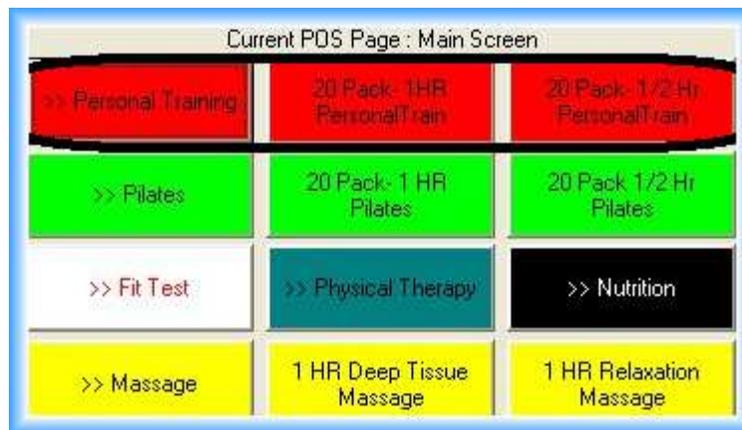
This is an adjunct that works either as a “stand alone” POS, or in conjunction with the standard POS. It is meant to be used on a touch screen monitor (as restaurants have made popular), but a mouse works nicely too. There are inexpensive glass “overlays” that can turn any screen into a “touch” screen. Contact ClubRunner if you're interested in this. Below is an example of Full Screen POS (point of sale):



Colorful, to say the least! But, don't be fooled, the colors and the layout have important significance. You customize these screens to meet your facilities needs. All POS buttons in Clubrunner are customizable by you, in both the Full Screen POS as well as the Standard POS. Below are the 3 sets of payment buttons that we've designed for this facility.



Now let's take a closer look at the “selling” side of the screen, or the right side. We decided to color coordinate similar items. This is always a good idea. The “art” of setting up the “selling” side of the screen is about which colors should be used to represent similar types of items, and, how to space out those items.



Look at the top line. “Links” to other screens are designated by beginning the button's caption with “>>”. This can be changed by you, as the caption be whatever you desire. Also, this facility has chosen to designate the color **red** for Personal Training..



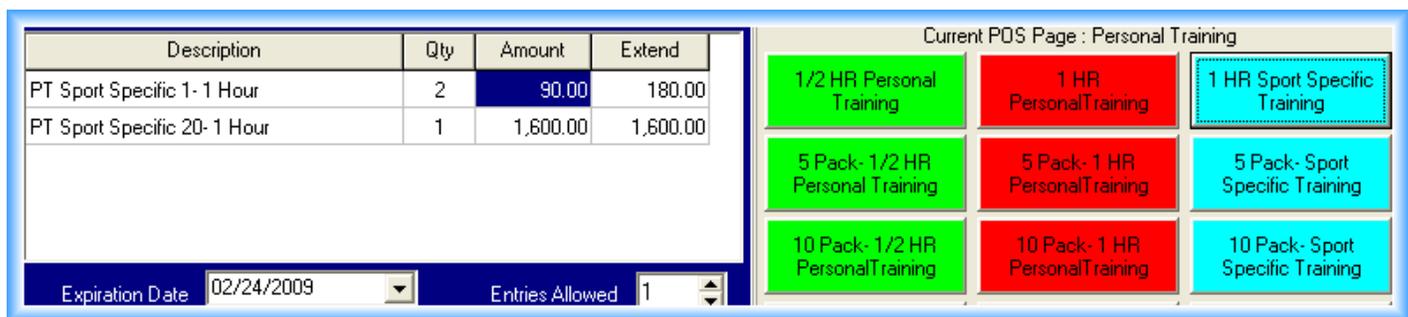
The first button in the row of three is to move to a screen with **all** the Personal Training packages listed. The next two buttons are for the two (2) **most commonly sold** Personal training items, which will also appear on the Personal training screen. These items can be sold either off the “Main” screen, or under the Personal Training screen



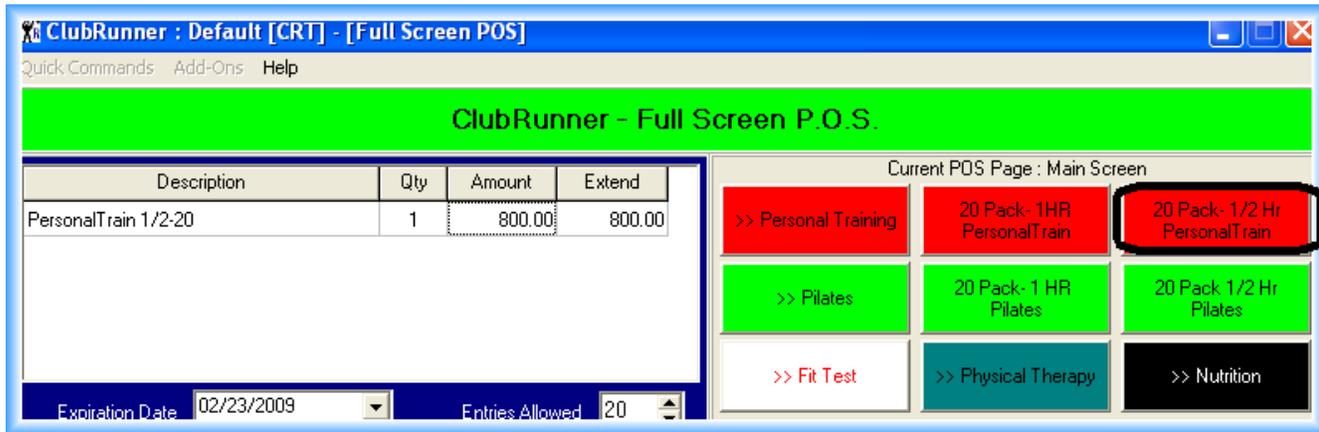
“Touching” or “Clicking” on the “Personal training” screen link gets you:



Now you can sell any PT item on this page such as:



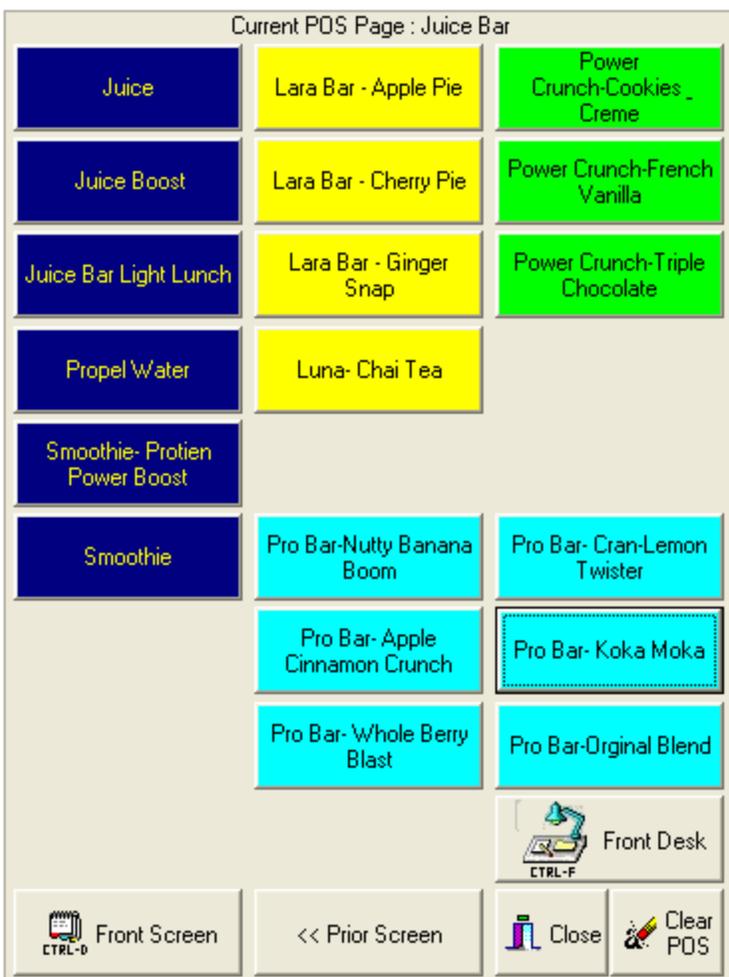
Alternatively, we could have “touched” or “clicked” any of the two PT items (most common) on the “Main” screen. The screen might look something like this...



Another example would be if we had chosen the ">> Juice Bar" button



The next screen would look like...



And, we would begin selling our product. One of the many excellent features of the screen is its ability to use the top area to still check members in while selling product.



Members can swipe in using the barcode reader and the top of the screen will be the appropriate colour and show the members name



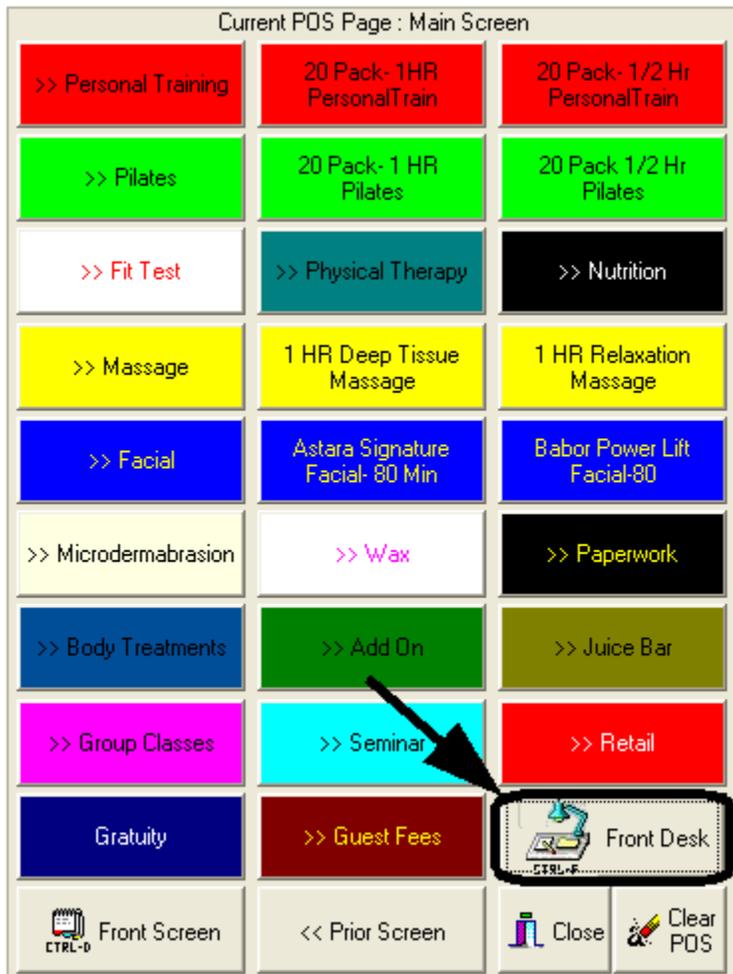
Green = the member is free to enter



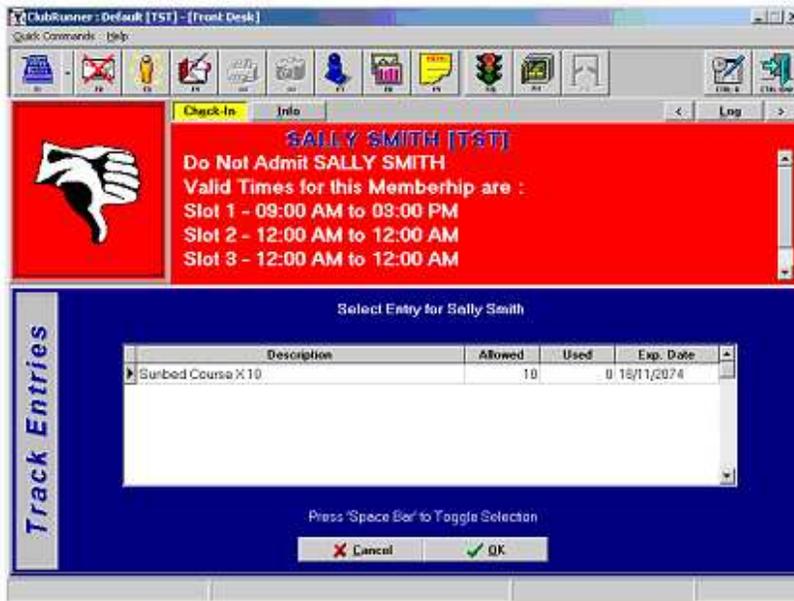
Red = the member is denied entry.

To find out the reason why the member is denied entry you need to go to the Front Desk.

Additional messages/sounds will display or play, but you'll still need to switch to the Front Desk to view the entire message. Either by key strokes (Ctrl F), or the "Front Desk" button.



Once in the Front Desk Screen the full message will appear and any series or rental items will be shown in the bottom half of the screen.



From here the backwards arrow    can be used to view prior members that have entered or the log to view members who have entered with a message on their account.

To switch back to the Full Screen POS, just click on or touch the POS button...



You will notice that the Full Screen POS also offers you a variety of options that the Standard POS does not. Those options are circled below:

**ClubRunner : Default [CRT] - [Full Screen POS]**

Quick Commands Add-Ons Help

**ClubRunner - Full Screen P.O.S.**

Description	Qty	Amount	Extend

Member.. <None>

Charge To Account Cash

Check Credit Card

Loyalty Points More...

Void

Discount \$0.00  
Gratuity \$0.00  
Tax \$0.00  
**TOTAL \$0.00**  
Discount 0.00%  
Gratuity 0.00%

Operator is Jeff Colen

Print Last Receipt 7 8 9  
Reprint Receipt 4 5 6  
Pop Cash Draw 1 2 3  
Log On 0 . 00

Current POS Page : Main Screen

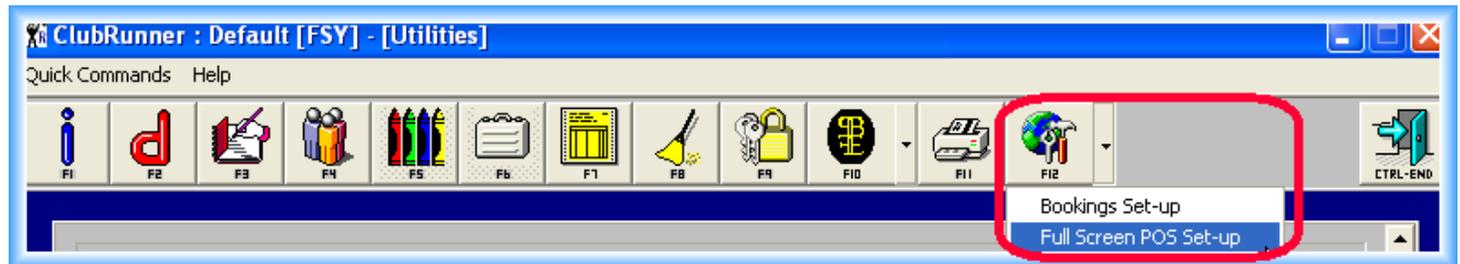
- >> Personal Training
- 20 Pack- 1HR PersonalTrain
- 20 Pack- 1/2 Hr PersonalTrain
- >> Pilates
- 20 Pack- 1 HR Pilates
- 20 Pack 1/2 Hr Pilates
- >> Fit Test
- >> Physical Therapy
- >> Nutrition
- >> Massage
- 1 HR Deep Tissue Massage
- 1 HR Relaxation Massage
- >> Facial
- Astara Signature Facial- 80 Min
- Babor Power Lift Facial-80
- >> Microdermabrasion
- >> Wax
- >> Paperwork
- >> Body Treatments
- >> Add On
- >> Juice Bar
- >> Group Classes
- >> Seminar
- >> Retail
- Gratuity
- >> Guest Fees
- Front Desk (CTRL-F)
- Front Screen (CTRL-D)
- << Prior Screen
- Close
- Clear POS

**How do I set this up?**

Start by entering in to Utilities...



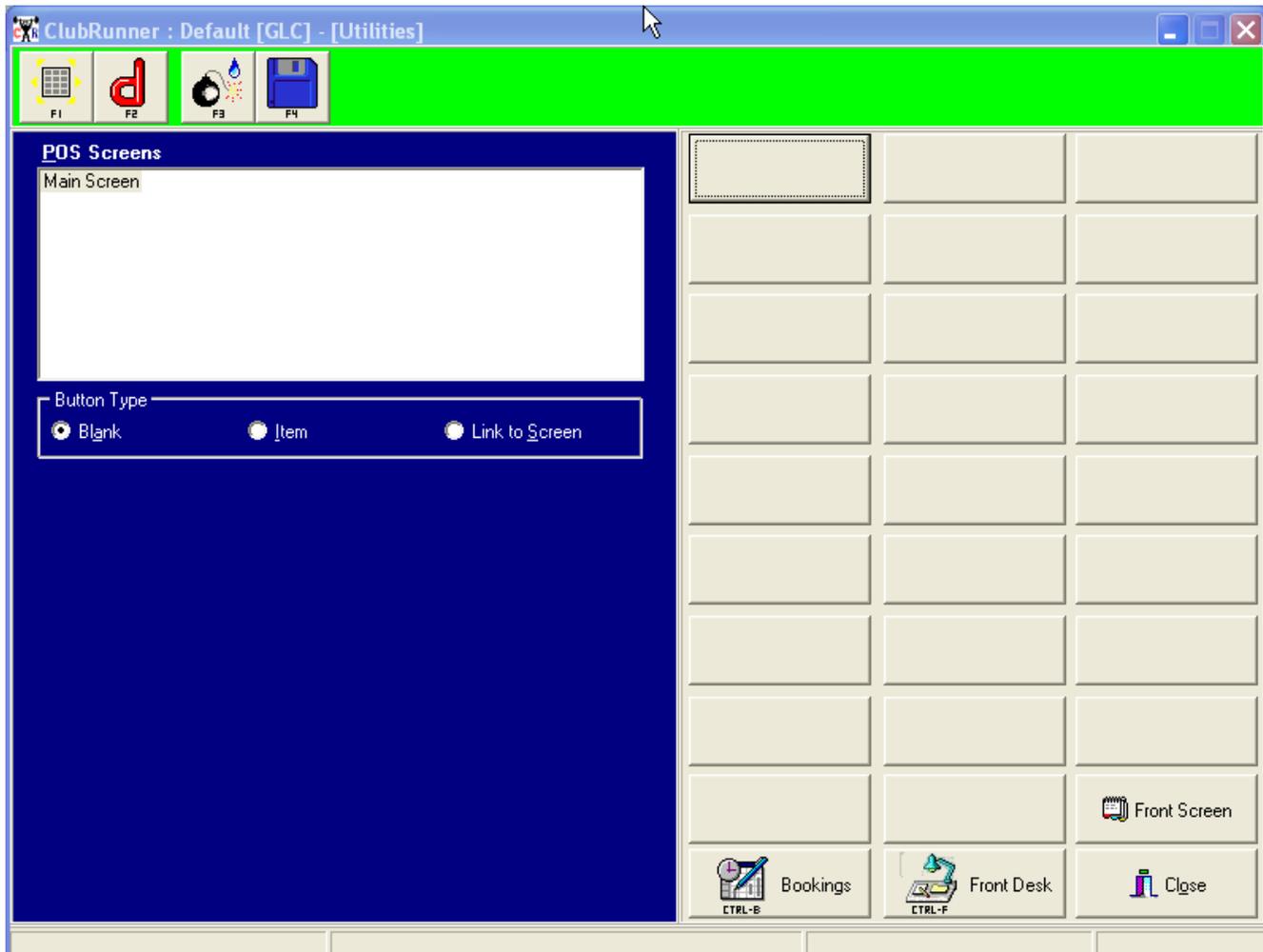
Then Full Screen POS setup...



The first time you enter this, you'll get the following 2 windows...



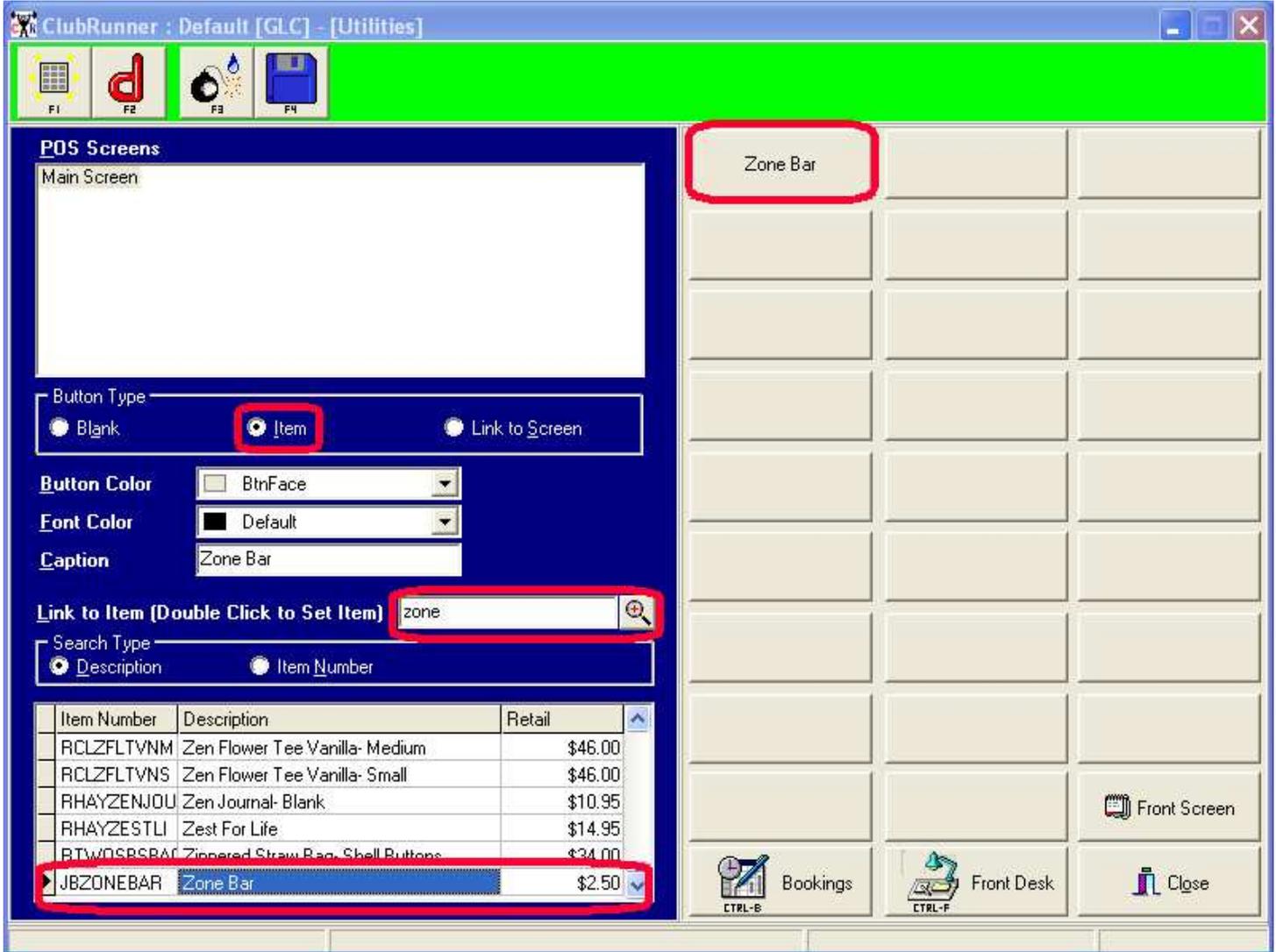
We've entered "Main Screen" for our top level screen, which is where it all starts!



A button can be either:

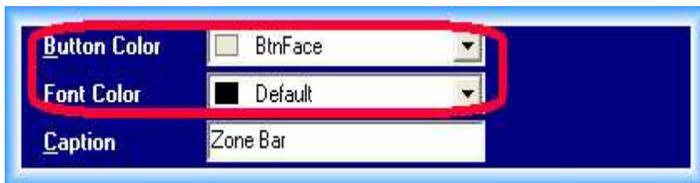
- a) **"Blank"** for spacing or visual purposes
- b) **Associated to an Inventory Item**
- c) **A link to another screen.**

First, click on the button that you want to change. Then click on the "Button Type" that you want the button to become...



We've decided to make our top few rows the most common items that we sell. We clicked on to "Item" for the Button Type and searched for "Zone Bar". By selecting it, the blank button in the upper left becomes the "Zone Bar" with the default colors.

Now, let's "jazz" up the Zone Bar button. We'll change the colors by using the Button & Font Colors.



The resulting button now looks like this...

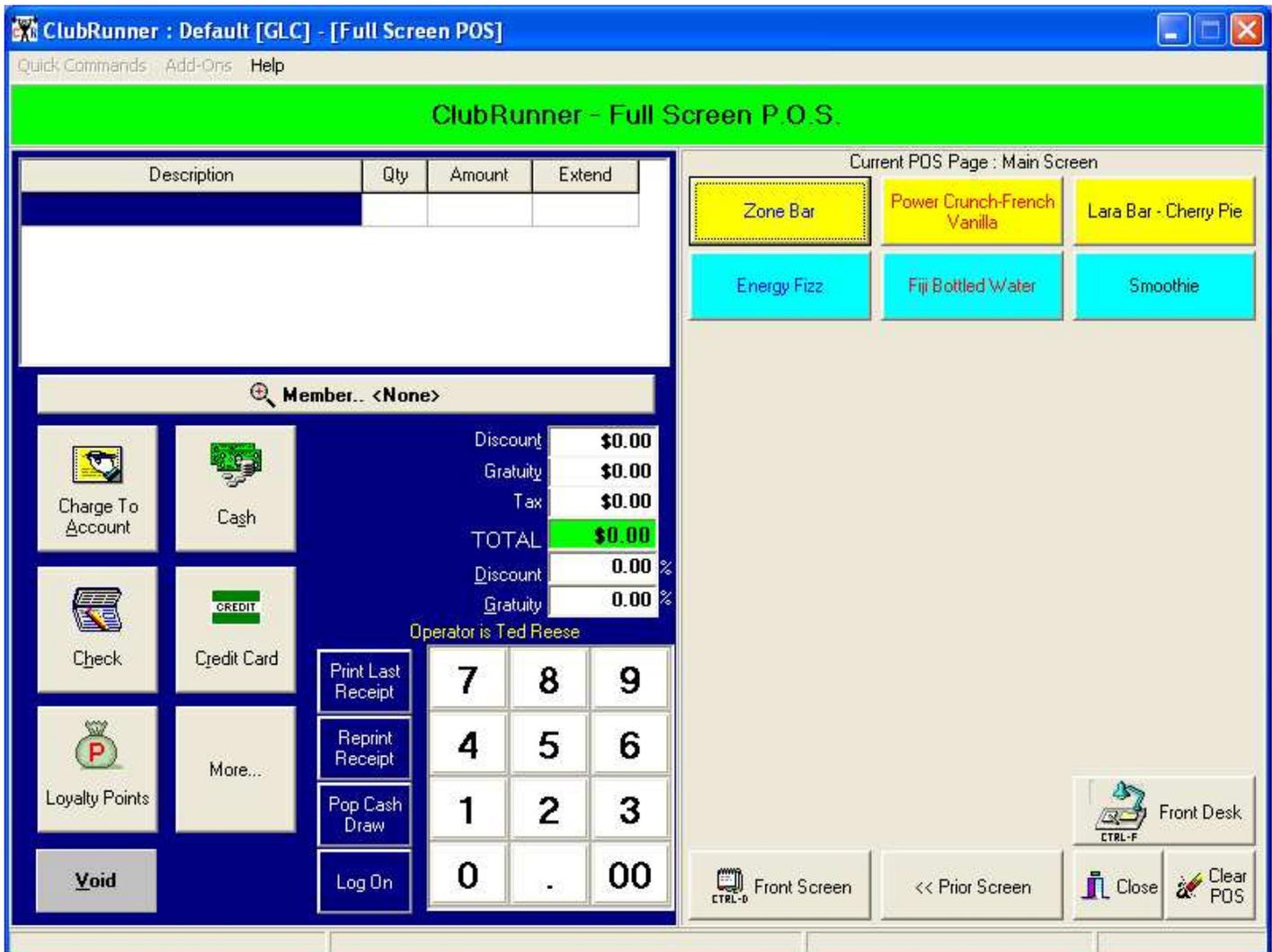


The “bars” have a yellow background, the “drinks” an aqua background. We also grouped them together.

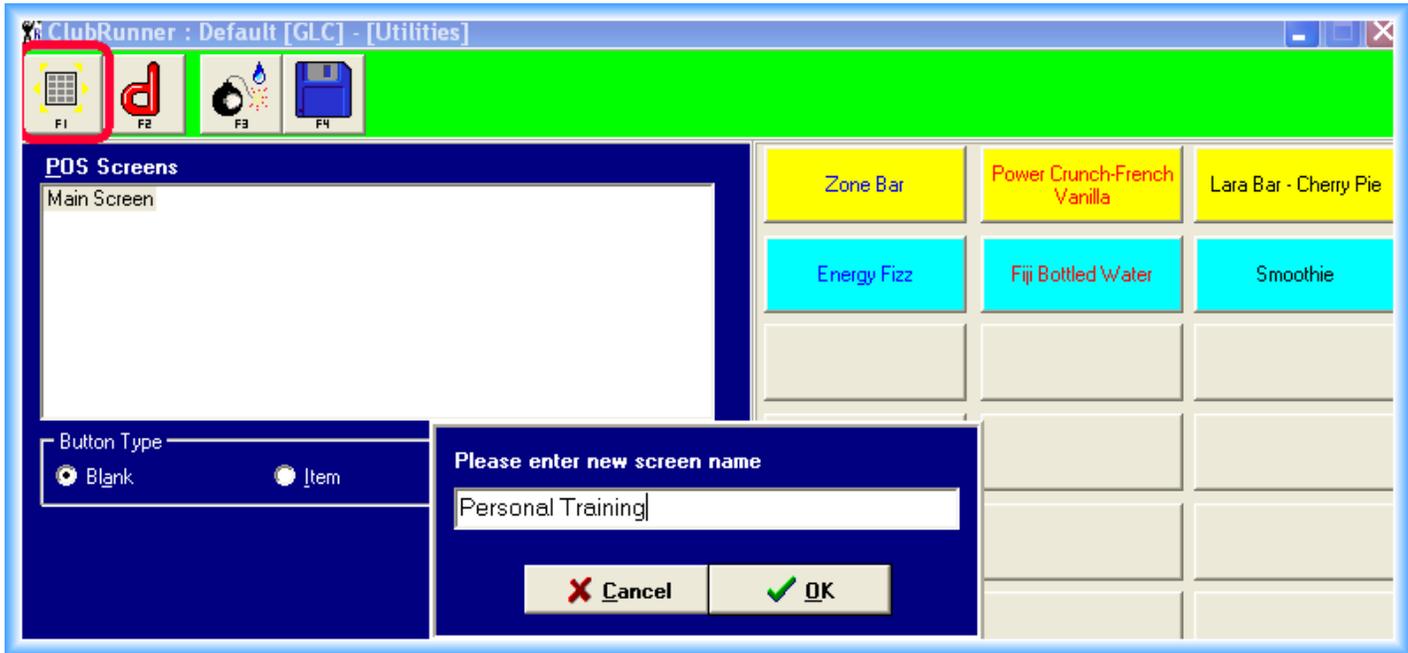
We're going to “fast forward” and add a few more commonly sold items, and, our screen now looks like this...



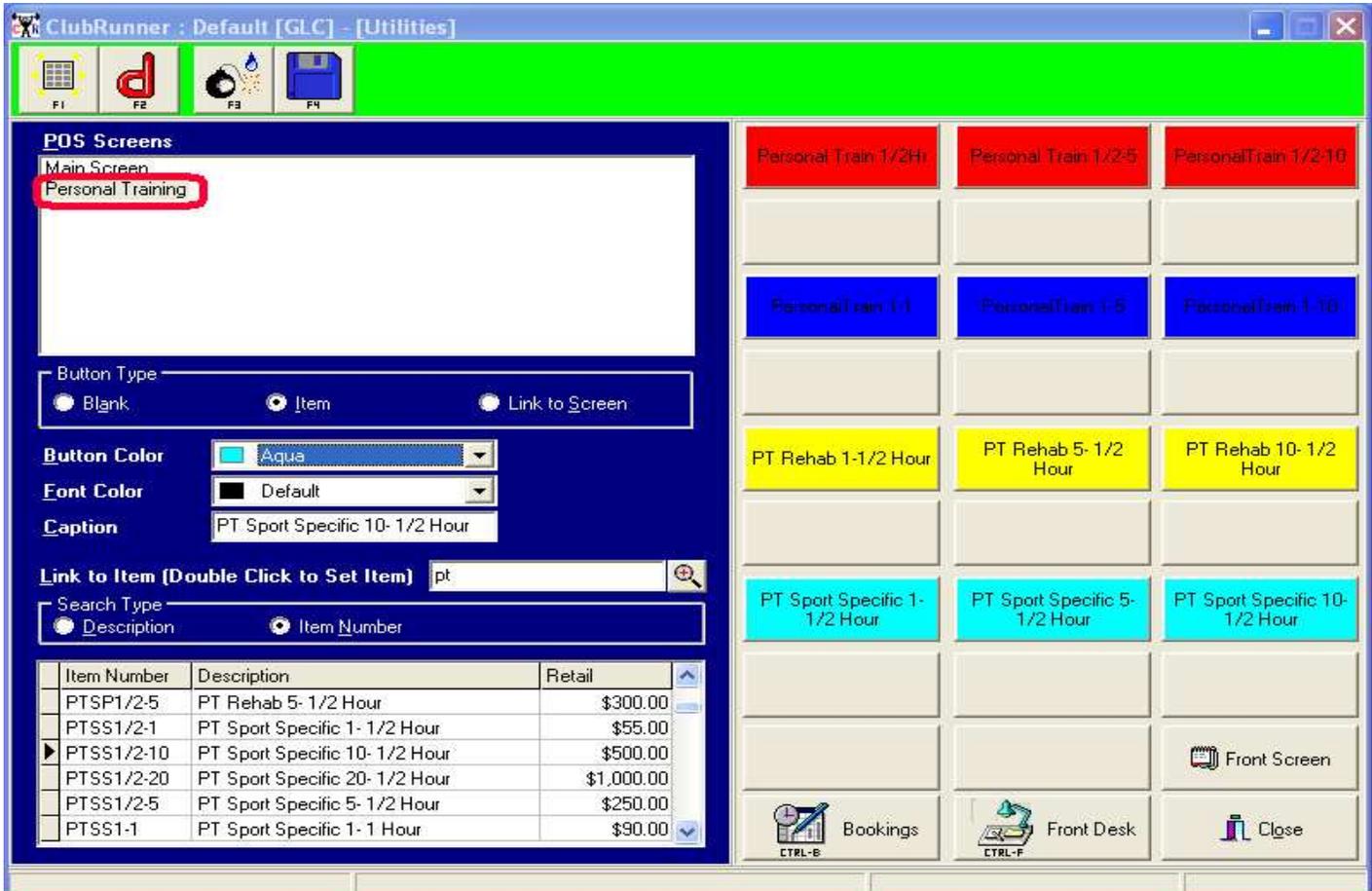
Taking a sneak peek, our Full Screen POS looks like...



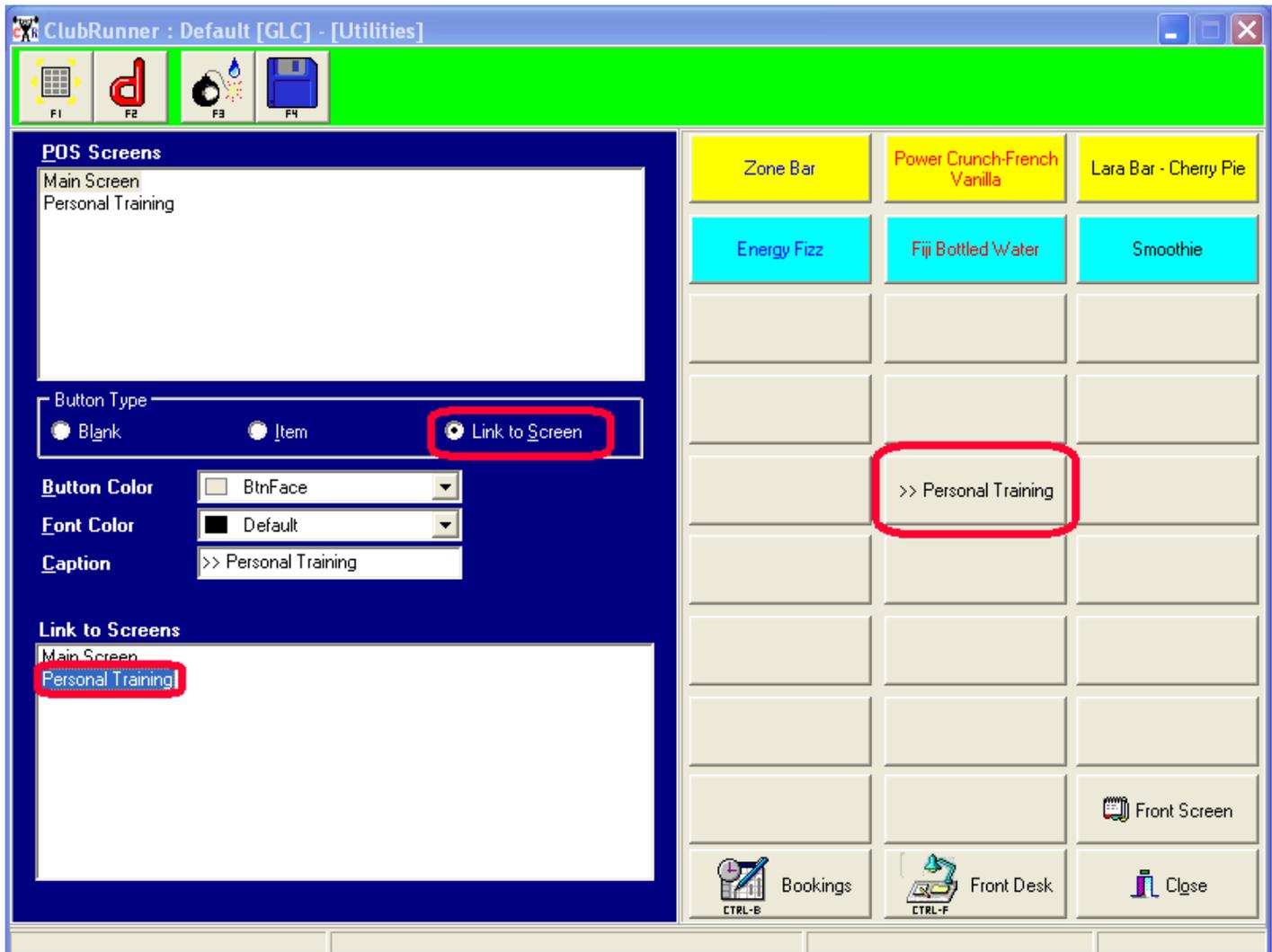
Now, back to building out Full Screen POS. We obviously cannot put everything we sell on the first screen (Main Screen) or page, and we've planned for that. We'll make some buttons become "links" to other screens. In order to do that, we first have to create the screen that we want to link to. For our example, we're going to set up a screen just for Personal Training. Start by clicking the "Add Screen" button (F1) and enter the appropriate screen name...



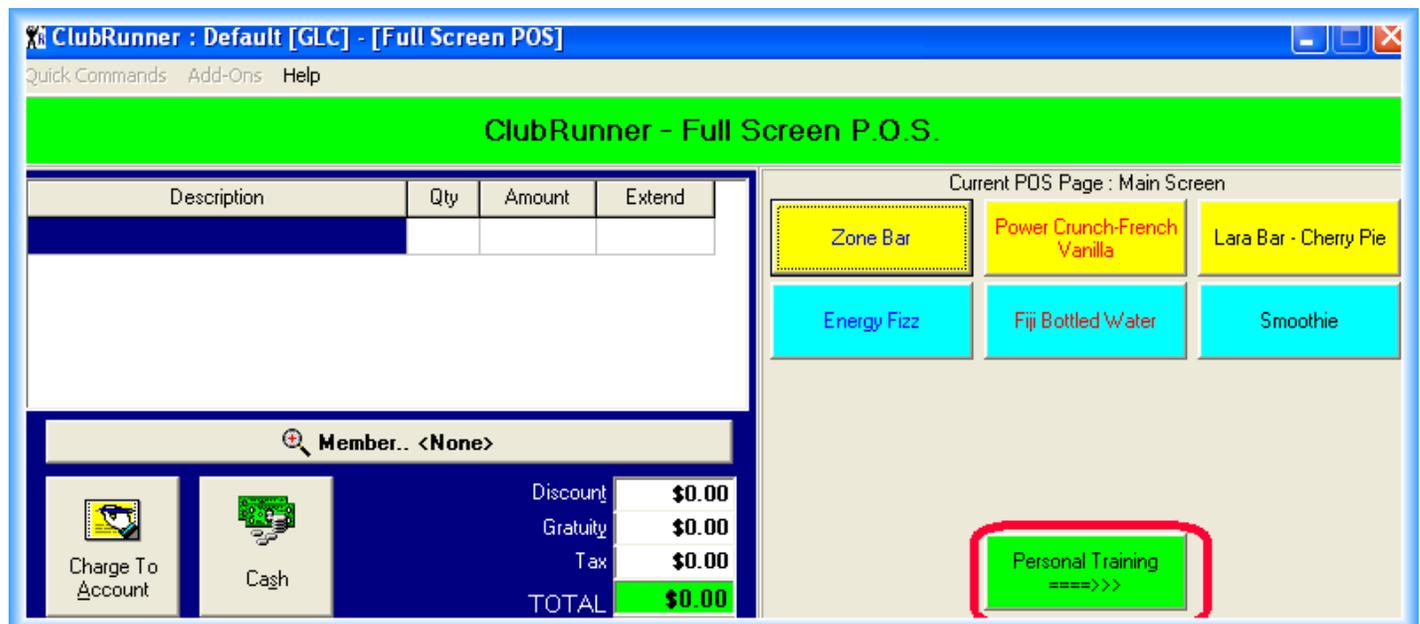
Then we'll get a new, blank screen called 'Personal Training'. We've fast forwarded again, and populated / coloredized our Personal training screen...



Now we need to select a button on our Main Screen and set up a “link” to our Personal Training screen. We picked a button in the middle and made the button type “Link to Screen”. We then selected the screen called “Personal Training”.



After “jazzing up” the Personal Training screen link button, our Full Screen POS looks like...



When we “touch” or “click” the Personal Training button link, we would see...

**ClubRunner : Default [GLC] - [Full Screen POS]**

Quick Commands | Add-Ons | Help

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**ClubRunner - Full Screen P.O.S.**

Description	Qty	Amount	Extend
PT Rehab 5- 1/2 Hour	1	300.00	300.00

Current POS Page : Personal Training

Personal Train 1/2Hr.

Personal Train 1/2-5

PersonalTrain 1/2-10

Personal Train 1-4

PersonalTrain 1-5

PersonalTrain 1-10

PT Rehab 1-1/2 Hour

PT Rehab 5- 1/2 Hour

PT Rehab 10- 1/2 Hour

PT Sport Specific 1- 1/2 Hour

PT Sport Specific 5- 1/2 Hour

PT Sport Specific 10- 1/2 Hour

Expiration Date: 02/28/2009 | Entries Allowed: 5

Charge To Account

Cash

Check

Credit Card

Loyalty Points

More...

Void

Discount	<b>\$0.00</b>
Gratuity	<b>\$0.00</b>
Tax	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$300.00</b>
Discount	0.00 %
Gratuity	0.00 %

Operator is Ted Reese

Print Last Receipt	7	8	9
Reprint Receipt	4	5	6
Pop Cash Draw	1	2	3
Log On	0	.	00

Front Screen  
CTRL-S

<< Prior Screen

Front Desk  
CTRL-F

Close

Clear POS

The Full Screen POS is a very simple and easy method to sell your products & services. You can even use a miniature version simultaneously with your Standard POS...

**ClubRunner : Default [GLC] - [Front Desk]**

Quick Commands Help

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 CTRL-B CTRL-END

Check-In Info History < Log >

Member.. <None>

Description	Qty	Amount	Extend
Message-Deep 25	1	50.00	50.00

Expiration Date: 11/18/2074 Entries Allowed: 1

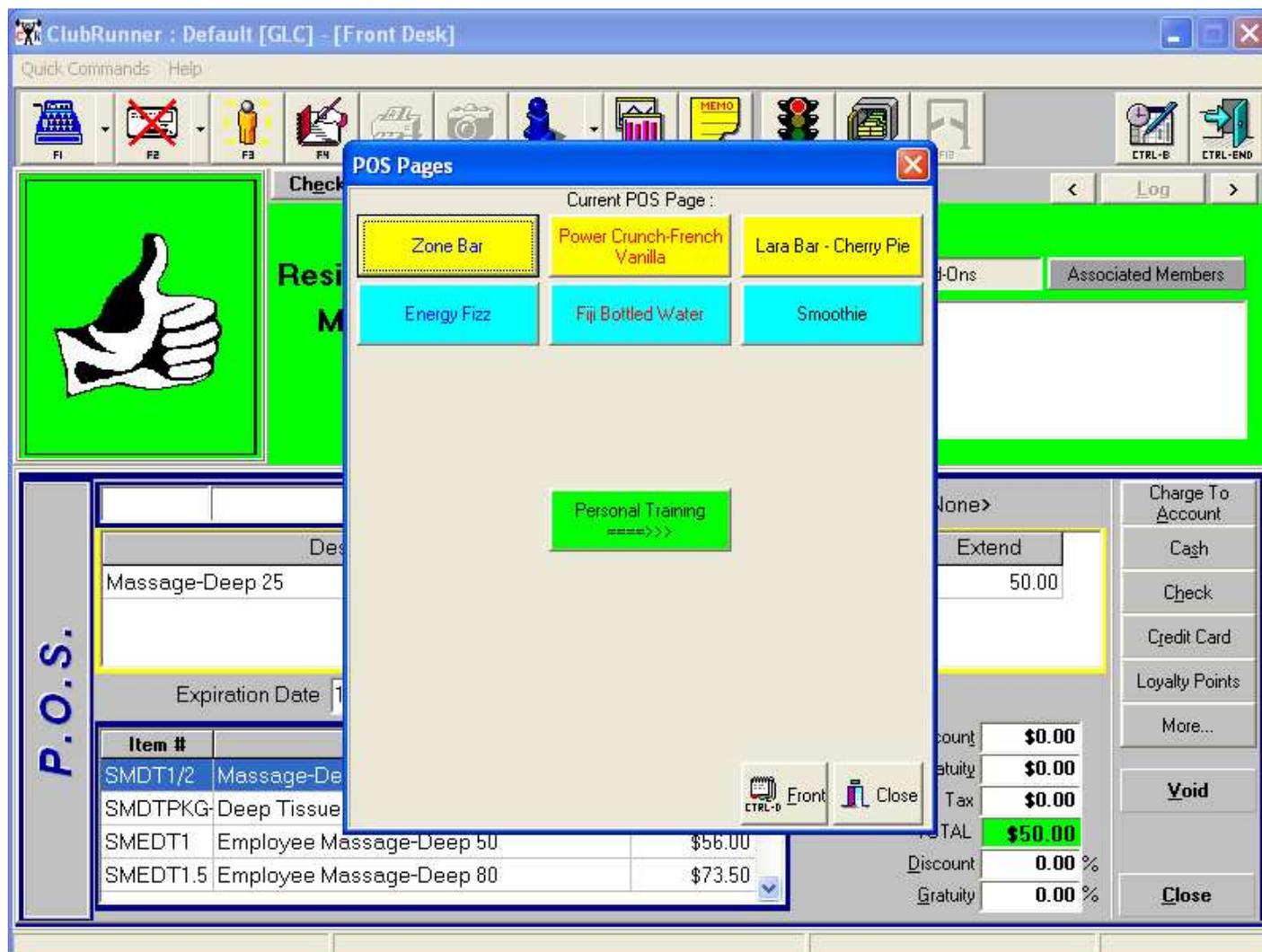
Item #	Description	Amount
SMDT1/2	Message-Deep 25	\$50.00
SMDTPKG	Deep Tissue Package 1Hr-8	\$640.00
SMEDT1	Employee Massage-Deep 50	\$56.00
SMEDT1.5	Employee Massage-Deep 80	\$73.50

Discount: \$0.00  
 Gratuity: \$0.00  
 Tax: \$0.00  
**TOTAL: \$50.00**  
 Discount: 0.00 %  
 Gratuity: 0.00 %

Charge To Account: Cash, Check, Credit Card, Loyalty Points, More...  
 Void  
 Close

**P.O.S.**

“Touching” or “clicking” the multi colored circled button, would show...



A fully functional, smaller version of the Full Screen POS that interacts with the Standard POS in the Front Desk Check in Screen. The key to setting up a successful Full Screen POS is to plan your screens and products buttons, links, and colors before you begin assigning them. Good luck!

