idealpos oolio Update History

Idealpos 9 Build 4 - Update History

Update Details:

EFTPOS

IP-6580 – Oolio Pay Eftpos – Option to Exclude Pinpad Surcharges from Reports

This function adds the ability to Exclude Pinpad Surcharges from Reports for the Oolio Pay AUS/NZ and Oolio Pay Global EFTPOS Integrations.

By default, this option is disabled and can be enabled if required (note that this option was hard-coded to disabled in previous builds of Idealpos, unless a User-Defined option was configured).

Note that toggling this option will only apply to sales that take place after the setting has been configured.

E.g. If Exclude Pinpad Surcharges from Reports was previously disabled and it is changed to enabled, Pinpad Surcharges will be excluded from Reports for any sales that are performed after the option is enabled.

The same applies if disabling the option. If it was previously enabled and it is changed to disabled, Pinpad Surcharges will appear on Reports for any sales that are performed after the option is disabled.

![idealpos OOLIO logo] Update History

To configure this function, go to:

Back Office > Setup > POS Terminals > Select a POS Terminal > Modify > EFTPOS Settings > Oolio Pay Global or Oolio Pay AUS/NZ > Exclude Pinpad Surcharges from Reports.
Examples of how this function affects Idealpos reports, receipts and End of Shift – Cash Declaration are included further below (including examples of reports with the option enabled and disabled).

Whether this option is enabled or disabled, it is recommended that the Undistributed Surcharge configuration is reviewed to ensure that it is configured correctly. The Undistributed Surcharge functionality works by recording surcharges against a designated Stock Item that has been created for this functionality.

Therefore, check and note the following to ensure that this functionality is configured as required:

- **Undistributed Surcharge Item** – Ensure that the correct Undistributed Surcharge item is linked to this function.
  Go to: Back Office > Setup > Global Options > Sales > Undistributed Links > Surcharges > Check that the Stock Item Code listed in the Surcharges field is the correct Undistributed Surcharge item.

- **GST** – Check that the GST setting has been configured correctly on the Undistributed Surcharge Stock Item. If GST is enabled, then GST is paid on surcharges when reporting in Idealpos. If GST is disabled, then GST is not paid on surcharges when reporting in Idealpos. In most cases, GST should be enabled on the Undistributed Surcharge item.
  Go to: Back Office > File > Stock Control > Stock Items > Search for the Undistributed Surcharge Item and Modify it, then set the GST checkbox as required.

- **Non-Turnover Department/Non-Turnover Sales** – The Undistributed Surcharge Stock Item can be linked to a Non-Turnover Department so that it appears separately in reports (i.e. when running the Stock Item Sales report, the "Non-Turnover Sales" checkbox can be enabled, and it will only show Stock Items that are Non-Turnover Sales such as the Undistributed Surcharge).
  To enable Non-Turnover Sales, go to: Back Office > Setup > Global Options > Sales > Miscellaneous > Enable the checkbox "Non-Turnover Stock Items" > Accept the warning prompt.
  Then, go to: Back Office > File > Sales > Departments > Create a new Department "Non-Turnover Stock" and ensure that the "Non-Turnover" checkbox is enabled > Save. The Undistributed Surcharge Stock Item can be linked to this Department, and it will only appear in the reports when the report is run using the "Non-Turnover Sales" checkbox.

To demonstrate how the "Exclude Pinpad Surcharges from Reports" option affects reports, the option was disabled, and a $10.00 sale was performed and paid for when a pinpad surcharge of 5.00% was set.

The option was then enabled, and another $10.00 sale was performed and paid for when a pinpad surcharge of 5.00% was set.

The following examples outline how the "Exclude Pinpad Surcharges from Reports" option affects Idealpos and Idealpos Reports. Configure the Exclude Pinpad Surcharges from Reports option according to the report/behaviour below that you prefer.

Exclude Pinpad Surcharges from Reports disabled/unchecked (Merchant EFTPOS Receipt/Customer Receipt)

The Merchant Copy of the receipt includes the PURCHASE amount as well as the SURCHARGE amount (example receipt below left).

The Customer receipt includes the Eftpos Surcharge amount, and the total EFTPOS amount includes the Surcharge (example receipt below right).

```
                 I D E A L P O S

              1/212 Curtin Ave West
              Eagle Farm  QLD  4009
                    Australia

                  TAX INVOICE
                 123-456-789-11

        #000553-1 Jeremy 26-Sep-2024 09:08:24


        - - - - B E V E R A G E - - - -
        CAPPUCCINO*                      $3.50
        FLAT WHITE*                      $3.50
        SHORT BLACK*                     $3.00

            Eftpos Surcharge*            $0.50
                                      ----------
        T O T A L                       $10.50
                                      ----------
        GST Amount                       $0.95

        E F T P O S              $ 1 0 . 5 0


        FOOD TOTAL                       $0.00
        BEVERAGE TOTAL                  $10.00
        Other Categories TOTAL           $0.50

        *indicates taxable supply

                Powered by Idealpos

                   Idealpos user
```

```
------------------------
  *** MERCHANT COPY ***
   TEST MERCHANT TITLE
    TEST MERCHANT NAME
         LINE2

09:08:10 26/09/24

SAVINGS ACCOUNT

PURCHASE   AUD    $10.00
SURCHARGE  AUD     $0.50
                 --------
TOTAL      AUD    $10.50

APPROVED - 00
------------------------

Transaction # 5 5 3 , 1
```

Exclude Pinpad Surcharges from Reports disabled/unchecked (End of Shift – Cash Declaration/Edit Cash Declaration)

The End of Shift – Cash Declaration/Edit Cash Declaration requires that the EFTPOS amount is entered **with the surcharges included**.

E.g. If there is a 5% Pinpad Surcharge on a $10.00 sale, then the EFTPOS field in the End of Shift Cash Declaration must have $10.50 entered.

Note that entering the EFTPOS amount on the End of Shift Cash Declaration is only required when the Yes/No Option "Cash Declaration auto-populates Integrated Eftpos Totals" is disabled.

The below is a screenshot example from the Edit Cash Declaration function showing the Counted/Expected amount for the EFTPOS Tender inclusive of the Pinpad Surcharge (Edit Cash Declaration is accessed via Back Office > Utilities > Edit Cash Declaration).

Exclude Pinpad Surcharges from Reports disabled/unchecked (End of Shift – End of Shift Docket)
The End of Shift Docket will show the EFTPOS amount with the Pinpad Surcharge included.
The Expected amount shown at the bottom is also inclusive of the Pinpad Surcharges.

```
        END OF SHIFT

SALES REPORT FROM   26-Sep-2024 09:02:14
             TO     26-Sep-2024 09:10:01

P O S   1   -   P O S   1

Audit # 7


        Gross Sales    3.0000        10.00
    % ST Surcharges    1              0.50
                                 ----------
           NETT Sales                10.50

                                 ==========
                                     10.50

AMOUNTS TENDERED:
            EFTPOS    1              10.50
                                 ----------
                                     10.50

                                 ==========
                                     10.50


BANKING:
            EFTPOS                   10.50
                                 ----------
                                     10.50



SALES CATEGORIES:
          BEVERAGE                   10.00
    Other Categories                  0.50


PRICE LEVELS:
        1-STANDARD    4.0000         10.50


TAX AMOUNTS:
               GST     0.95          10.50
           GST-Free    0.00           0.00
                                 ----------
                                     10.50


FUNCTIONS:
    Number of Sales               1
     Avg $ per Sale              10.50

CASH DECLARATION:    Audit 554,1

             Expected   Actual  Variance
      EFTPOS    10.50    10.50      0.00
             --------  --------  --------
       Totals   10.50    10.50      0.00


    Name: _____



    Signed: _____


 Printed from POS 1 at 26-Sep-2024 09:10:02
 Idealpos user
```

Exclude Pinpad Surcharges from Reports disabled/unchecked (Financial Report)

Surcharges are displayed and included in the Financial Report:

Idealpos user						
Idealpos POS 1(1)					Printed 26/09/2024 09:14:58	

Financial Report
26 Sep 2024 00:00:00 to 26 Sep 2024 23:59:59

Page 1 of 1

	Quantity	Amount		Quantity	Amount
Gross Sales	3.00	10.00	Transactions	1	
ST Discount	0	0.00	Sales	1	
ST Discount 2	0	0.00	No-Sales	0	
ST Discount 3	0	0.00			
ST Discount 4	0	0.00	Average $ per Sale		$10.50
Subtotal Surcharges	1	0.50	Refunds	0	0.00
Promotions	0	0.00	Voids	0	0.00
Item Discount	0	0.00	Void Mode Transactions	0	0.00
Item Disc 2	0	0.00	Void Entire Sales		0.00
Item Disc 3	0	0.00	Non-Turnover Sales	0	0.00
Item Disc 4	0	0.00			
% Item Surcharge	0	0.00	Cost of Sales		$0.79
Points Redemptions	0	0.00	$ Margin		$8.30
NETT Sales (incl. tax)		**10.50**	Gross Profit (%)		91.3
Rounding		0.00	Tax Amounts		
TIPS IN	0	0.00		Amount	Sales
PAID IN	0	0.00	GST	0.95	10.50
GV PURCHASE	0	0.00			
RA 4	0	0.00			
TIPS OUT		0.00			
PAID OUT		0.00			
PO 3		0.00			
PO 4		0.00			
		10.50	GST Reportable Sales		10.50

AMOUNTS TENDERED FOR SALES			BANKING	
EFTPOS	1	10.50	EFTPOS	10.50
		10.50		10.50
		10.50		

SALES CATEGORIES	
BEVERAGE	10.00
All Other Categories	0.50
	10.50

Total FOOD	0.00	Covers	0
Total BEVERAGE	10.00	Average FOOD per Cover	0.00
		Average BEVERAGE per Cover	0.00
			0.00

LAYBYS	LAYBY PAYMENTS
Layby Sales	

Exclude Pinpad Surcharges from Reports disabled/unchecked (Stock Item Sales Report)

The Undistributed Surcharge Item will not appear in the Stock Item Sales Report if the item is linked to a Non-Turnover Department.

	Unit Price inc	Unit Tax	Quantity	Nett ex	Tax	Nett inc	Discounts	Gross inc
Idealpos user Idealpos POS 1(1) — *Stock Item Sales Report* 26 Sep 2024 00:00:00 to 26 Sep 2024 23:59:59 — Printed 26/09/2024 09:15:38 Page 1 of 1								
				Sales				
COFFEE								
202001 CAPPUCCINO	3.50	0.32	1.0000	3.18	0.32	3.50	0.00	3.50
202002 FLAT WHITE	3.50	0.32	1.0000	3.18	0.32	3.50	0.00	3.50
202004 SHORT BLACK	3.00	0.27	1.0000	2.73	0.27	3.00	0.00	3.00
			3.0000	9.09	0.91	10.00	0.00	10.00
			3.0000	9.09	0.91	10.00	0.00	10.00

When running the Stock Item Sales Report with the "Non-Turnover Sales" checkbox enabled, the Undistributed Surcharge item will appear, and surcharges will be recorded against the item.

	Unit Price inc	Unit Tax	Quantity	Nett ex	Tax	Nett inc	Discounts	Gross inc
Idealpos user Idealpos POS 1(1) — *Stock Item Sales Report* 26 Sep 2024 00:00:00 to 26 Sep 2024 23:59:59 Non-Turnover Sales — Printed 26/09/2024 09:15:59 Page 1 of 1								
				Sales				
NON-TURNOVER STOCK								
10011002 UNDISTRIBUTED SURCHARGE	0.50	0.04	1.0000	0.46	0.04	0.50	0.00	0.50
			1.0000	0.46	0.04	0.50	0.00	0.50
			1.0000	0.46	0.04	0.50	0.00	0.50

Exclude Pinpad Surcharges from Reports enabled/checked (Merchant EFTPOS Receipt/Customer Receipt)

The Merchant Copy of the receipt includes the PURCHASE amount as well as the SURCHARGE amount (example receipt below left).

The Customer receipt excludes the Eftpos Surcharge amount, and the total EFTPOS amount excludes the Surcharge (example receipt below right).

```
                         I D E A L P O S

                      1/212 Curtin Ave West
                      Eagle Farm  QLD  4009
                            Australia

                         TAX INVOICE
                        123-456-789-11

                 #000556-1 Jeremy 26-Sep-2024 09:20:05


                  - - - - B E V E R A G E - - - -
                  CAPPUCCINO*                    $3.50
                  FLAT WHITE*                    $3.50
                  SHORT BLACK*                   $3.00
                                             ----------
-----------------------   T O T A L              $10.00
   *** MERCHANT COPY ***                     ----------
    TEST MERCHANT TITLE    GST Amount             $0.91
     TEST MERCHANT NAME
          LINE2           E F T P O S       $ 1 0 . 0 0

 09:19:47 26/09/24
                          FOOD TOTAL              $0.00
 SAVINGS ACCOUNT          BEVERAGE TOTAL         $10.00
                          Other Categories TOTAL  $0.00
 PURCHASE   AUD   $10.00
 SURCHARGE  AUD    $0.50  *indicates taxable supply
                --------
 TOTAL      AUD   $10.50       Powered by Idealpos

 APPROVED - 00
-----------------------            Idealpos user

 Transaction # 5 5 6 , 1
```

Exclude Pinpad Surcharges from Reports enabled/checked (End of Shift – Cash Declaration/Edit Cash Declaration)

The End of Shift – Cash Declaration requires that the EFTPOS amount is entered **without the surcharges**.

E.g. If there is a 5% Pinpad Surcharge on a $10.00 sale, then the EFTPOS field in the End of Shift Cash Declaration must have $10.00 entered.

Note that entering the EFTPOS amount on the End of Shift Cash Declaration is only required when the Yes/No Option "Cash Declaration auto-populates Integrated Eftpos Totals" is disabled.

The below is a screenshot example from the Edit Cash Declaration function showing the Counted/Expected amount for the EFTPOS Tender inclusive of the Pinpad Surcharge (Edit Cash Declaration is accessed via Back Office > Utilities > Edit Cash Declaration).

Exclude Pinpad Surcharges from Reports enabled/checked (End of Shift – End of Shift Docket)
The End of Shift Docket will show the EFTPOS amount with the Pinpad Surcharge excluded.
The Expected amount shown at the bottom also excludes the Pinpad Surcharges.

```
        END OF SHIFT

SALES REPORT FROM    26-Sep-2024 09:17:02
             TO      26-Sep-2024 09:21:39

P O S   1   -   P O S   1

Audit # 9


       Gross Sales    3.0000         10.00
                                ----------
          NETT Sales                 10.00

                                ==========
                                     10.00

AMOUNTS TENDERED:
            EFTPOS    1              10.00
                                ----------
                                     10.00

                                ==========
                                     10.00


BANKING:
            EFTPOS                   10.00
                                ----------
                                     10.00


SALES CATEGORIES:
          BEVERAGE                   10.00


PRICE LEVELS:
        1-STANDARD    3.0000         10.00


TAX AMOUNTS:
            GST       0.91           10.00
           GST-Free   0.00            0.00
                                ----------
                                     10.00


FUNCTIONS:
   Number of Sales                     1
     Avg $ per Sale                  10.00

CASH DECLARATION:    Audit 557,1

              Expected   Actual  Variance
      EFTPOS    10.00     10.00     0.00
             --------  --------  --------
      Totals    10.00     10.00     0.00


   Name: _____



   Signed: _____


Printed from POS 1 at 26-Sep-2024 09:21:40
Idealpos user
```

Update History

Exclude Pinpad Surcharges from Reports enabled/checked (Financial Report)

The Surcharges are not included in the report.

Idealpos user				Printed 26/09/2024 09:25:46	
Idealpos POS 1(1)				Page 1 of 1	

Financial Report
26 Sep 2024 00:00:00 to 26 Sep 2024 23:59:59

	Quantity	Amount		Quantity	Amount
Gross Sales	3.00	10.00	Transactions	1	
ST Discount	0	0.00	Sales	1	
ST Discount 2	0	0.00	No-Sales	0	
ST Discount 3	0	0.00			
ST Discount 4	0	0.00	Average $ per Sale		$10.00
Subtotal Surcharges	0	0.00	Refunds	0	0.00
Promotions	0	0.00	Voids	0	0.00
Item Discount	0	0.00	Void Mode Transactions	0	0.00
Item Disc 2	0	0.00	Void Entire Sales		0.00
Item Disc 3	0	0.00	Non-Turnover Sales	0	0.00
Item Disc 4	0	0.00			
% Item Surcharge	0	0.00	Cost of Sales		$0.79
Points Redemptions	0	0.00	$ Margin		$8.30
NETT Sales (incl. tax)		**10.00**	Gross Profit (%)		91.3

Rounding		0.00	Tax Amounts		
TIPS IN	0	0.00		Amount	Sales
PAID IN	0	0.00	GST	0.91	10.00
GV PURCHASE	0	0.00			
RA 4	0	0.00			
TIPS OUT		0.00			
PAID OUT		0.00			
PO 3		0.00			
PO 4		0.00			
		10.00	GST Reportable Sales		10.00

AMOUNTS TENDERED FOR SALES			BANKING	
EFTPOS	1	10.00	EFTPOS	10.00
		10.00		10.00
		10.00		

SALES CATEGORIES	
BEVERAGE	10.00
	10.00

Total FOOD	0.00	Covers	0
Total BEVERAGE	10.00	Average FOOD per Cover	0.00
		Average BEVERAGE per Cover	0.00
			0.00

LAYBYS	LAYBY PAYMENTS
Layby Sales	

Exclude Pinpad Surcharges from Reports enabled/checked (Stock Item Sales Report)

Regardless of how the Undistributed Surcharge item was configured (whether or not it was linked to a Non-Turnover Department), the Undistributed Surcharge item will not appear in the Stock Item Sales Report.

Idealpos user Idealpos POS 1(1)		**Stock Item Sales Report** 26 Sep 2024 00:00:00 to 26 Sep 2024 23:59:59					Printed 26/09/2024 09:26:17 Page 1 of 1	
						Sales		
	Unit Price inc	**Unit Tax**	**Quantity**	**Nett ex**	**Tax**	**Nett inc**	**Discounts**	**Gross inc**
COFFEE								
202001 CAPPUCCINO	3.50	0.32	1.0000	3.18	0.32	3.50	0.00	3.50
202002 FLAT WHITE	3.50	0.32	1.0000	3.18	0.32	3.50	0.00	3.50
202004 SHORT BLACK	3.00	0.27	1.0000	2.73	0.27	3.00	0.00	3.00
			3.0000	9.09	0.91	10.00	0.00	10.00
			3.0000	9.09	0.91	10.00	0.00	10.00

Running the report with the "Non-Turnover Sales" checkbox enabled will not show the Undistributed Surcharge item.

Idealpos user Idealpos POS 1(1)		**Stock Item Sales Report** 26 Sep 2024 00:00:00 to 26 Sep 2024 23:59:59 Non-Turnover Sales					Printed 26/09/2024 09:26:33 Page 1 of 1	
						Sales		
	Unit Price inc	**Unit Tax**	**Quantity**	**Nett ex**	**Tax**	**Nett inc**	**Discounts**	**Gross inc**

Update History

Reports

IP-6660 – Gift Voucher Report – All Vouchers option

This function introduces the ability to run the Gift Voucher Report for All Vouchers.
The All Vouchers option will include a listing of All Vouchers that were issued.
Prior to this change, the user would have to run the Gift Voucher Report four times, once for each option
(Unredeemed, Totally Redeemed, Partially Redeemed, Expired) to retrieve a listing of all Vouchers that were issued.

To use this function, go to: Back Office > Reports > Sales > Gift Voucher Report.
Specify the Report Selection Criteria (i.e. Gift Voucher Bought period and other required selection criteria.
Finally, ensure that the new "All Vouchers" option is selected; this will report on all Gift Vouchers that were issued.

A Gift Voucher Report will be displayed and will include all vouchers that were issued.