

DPOS SQL Promotions configuration

Version 1.0



A Guide to DPOSSQL Promotions

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A Guide to DPOSSQL Promotions

Name / Date	Amendment
Martin Pegler 15/11/11	Original release

A Guide to DPOSSQL Promotions

Overview

Promotions are an integral part of POS operations. The back office provides a powerful promotion routine that the POS is able to interpret. Promotions are configured on the back office. This data is passed to the POS terminals via the Batch job routine.

DPOSSQL Promotion Types

There are several promotions types that can be considered for use. These should be considered to get the best promotion for the customer.

Spend Over and get a percentage or value off

If the value of a transaction exceeds a predefined amount then a fixed cash value or percentage amount will be deducted from the transaction. No products are assigned to this promotion. Some existing promotions can be excluded.

- EG – Spend £25 and receive either a £5, or 10% deduction on the whole transaction

Spend Over and get free item

If the value of a transaction exceeds a predefined amount then an item can be offered. This can be an individual or group of items.

- EG – Spend over £10 and receive a free item

NOTE – The free item is required to be scanned to trigger the promotion.

Discount on Item

An item can be configured as discounted by a predetermined amount.

- EG – Purchase an item and receive a percentage discount on that item.

Multi-buy

If multiples of the same items are sold a predetermined cash value is deducted from the transaction.

- EG – Buy three of the same item for a fixed price. 3 for £3

Combination Multi-buy

If a group of predetermined items are sold then a cash value is deducted from the transaction.

- EG – Buy three different items for a fixed price. 3 for £3

Mix and match

Purchase from a predetermined group of items and receive either cash or percentage values deducted from the transaction

- EG – Meal deal. Buy Sandwich, Coke and crisps for fixed £3

Buy quantity get free item

Buy a defined number of items and receive one of those items for free

- EG – Buy one get one free

Buy quantity get cheapest free

Buy a defined number of items from a group and receive the cheapest item free.

- EG – Mega meal Deal. Buy sandwich, Coke and crisps and get the crisps free

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Setting up Promotions

Promotions are configured on the back office. There are two parts to the configuration that need to be completed.

- Promotion Groups
- Promotions Browser

Promotion Groups

Promotion groups provide a method to set up promotions quickly. The promotion description is entered and products selected. These values can then be selected and attributed to a defined promotion type in the Promotions Browser.

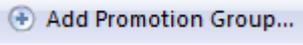
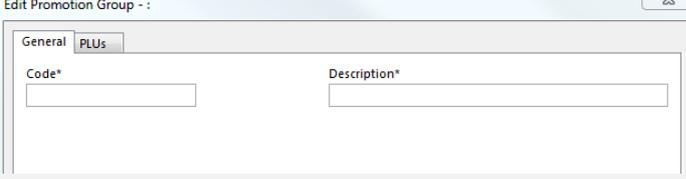
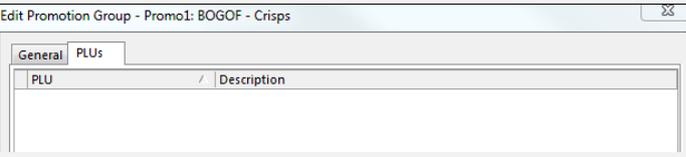
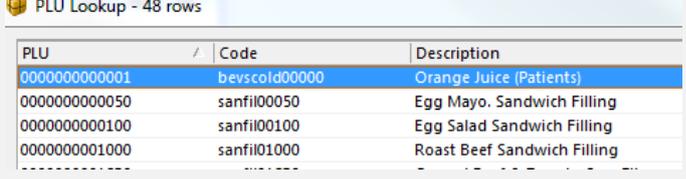
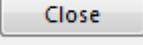
Promotions Browser

The promotion browser provides a method of selecting and triggering the promotion. Specific day and time periods can be defined as well as the promotion type, discount type and the promotion group.

Both of these groups are required to be defined as they are interwoven. It is though best practice to set up the promotion Groups in the first instance as these will be required to be selected in the product browser. This is where the instruction will start.

Creating a promotion group

Promotion groups are created using the back office application.

Step	Instruction	Example
1	From the back office application select Maintenance -> Promotion Groups	
2	The promotion Groups browser will be displayed. Select 'Add promotion Group'	
3	The following information is required. Code – An Alphanumeric value Description – an easily understood description of the promotion group. Once these values have been entered select the PLU tab	
4	This tab allows items to be selected and added to the promotion.	
5	Click on the 'Add PLU' button towards the bottom of the dialog box.	
6	This shows the Product look up screen. Items can be selected using the method that is familiar. Select the items that are required to be added to the promotion.	
7	Continue selecting additional items to add to the promotion.	
8	Once all the items are selected then click the Close Button to commit the data.	



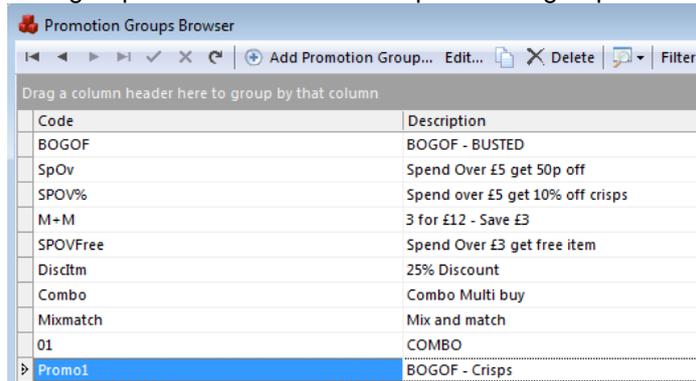
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Editing a promotion group

Existing promotion groups can be edited. This is completed by recalling the promotion group and using the buttons at the bottom of the screen to amend a promotion.

Step	Instruction	Example
1	Add PLU – Retrieves the product look up function Remove PLU – deletes the selected PLU from the promotion Edit product – provides the function to edit the product	

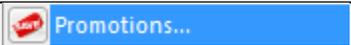
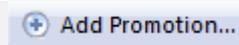
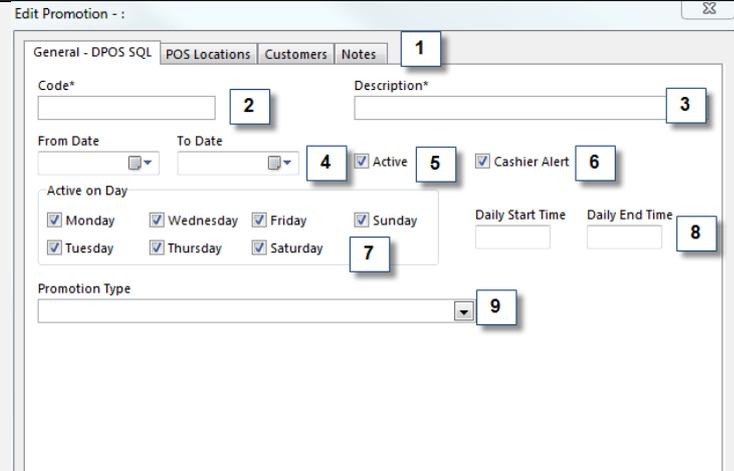
A list of various promotion groups can be created in the promotion group browser.



These promotion groups can be configured even if they are not selected in the promotion browser.

Creating an active promotion.

Once the promotion group has been created and defined it is able to be selected and added to an active promotion. Again this is an action that is completed on the back office.

Step	Instruction	Example
1	From the Back office application select maintenance -> Promotions	
2	Select Add promotion from the top of the promotion Browser	
3	This will display the Edit promotion screen. <ol style="list-style-type: none"> Page tabs Definable alphanumeric code An easily understood description To and from dates that the promotion will be triggered Active flag Cashier Alert makes the cashier aware of any promotions nearing their trigger points. Configurable days that the promotion will be active Daily start and end times The selected promotion type that is to be attributed. 	

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4	<p>Information is entered into the promotion as is required. Code – Must be a unique set of Alpha numeric values. Description – should describe the promotion in real language.</p>	<div style="border: 1px solid gray; padding: 5px;"> <p>Code* <input type="text" value="BOGOF"/></p> <p>Description* <input type="text" value="Buy One Crisps get one Crisps free"/></p> </div>																																																	
5	<p>Date This selection uses the in built calendar. Using the 'from' and 'to' date drop down, select the appropriate dates.</p> <p>These dates will appear in the relevant boxes.</p> <p>NOTE – If the dates are left empty a permanent promotion will be configured.</p>	<div style="border: 1px solid gray; padding: 5px;"> <p>From Date <input type="text" value="14/11/2011"/> To Date <input type="text" value="29/01/2012"/> <input checked="" type="checkbox"/> Active</p> <p>Active on Day</p> <p><input checked="" type="checkbox"/> Monday <input checked="" type="checkbox"/> Wednesday <input checked="" type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Thursday</p> <p>Promotion Type <input type="text"/></p> <div style="border: 1px solid gray; padding: 5px; margin-top: 5px;"> <p style="text-align: center;">January 2012</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th><th>Sun</th></tr> </thead> <tbody> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> </tbody> </table> <p style="text-align: center;">Today: 14/11/2011</p> </div> </div>	Mon	Tue	Wed	Thu	Fri	Sat	Sun	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5
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16	17	18	19	20	21	22																																													
23	24	25	26	27	28	29																																													
30	31	1	2	3	4	5																																													
6	<p>Active on days Place a tick in the box when the promotions are required to be activated.</p>	<div style="border: 1px solid gray; padding: 5px;"> <p>Active on Day</p> <p><input checked="" type="checkbox"/> Monday <input checked="" type="checkbox"/> Wednesday <input checked="" type="checkbox"/> Friday <input checked="" type="checkbox"/> Sunday</p> <p><input checked="" type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Thursday <input checked="" type="checkbox"/> Saturday</p> </div>																																																	
7	<p>Daily Start and End times can be edited. NOTE – Click in the box and start typing. The values will be entered.</p>	<div style="border: 1px solid gray; padding: 5px;"> <p>Daily Start Time <input type="text" value="09:00"/> Daily End Time <input type="text" value="16:00"/></p> </div>																																																	

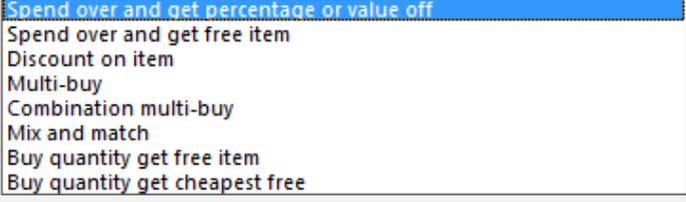
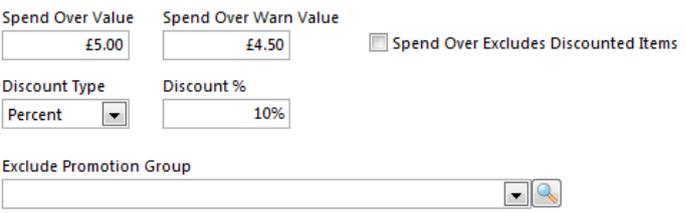


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Configuring the promotion type

The promotion type that is selected defines the configuration of the lower half of the screen. All the options are discussed below.

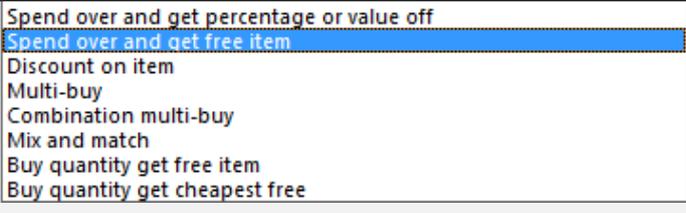
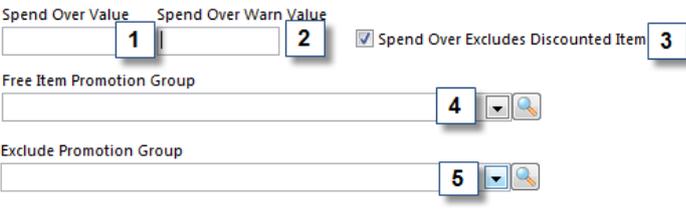
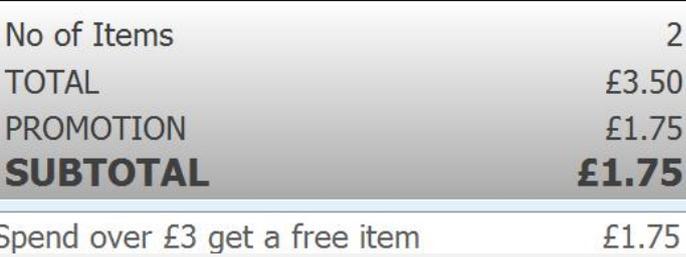
Spend over and get percentage or value off - Configuration

Step	Instruction	Example												
1	Select 'Spend over and get percentage or value off' from the drop down.	 <p>Spend over and get percentage or value off Spend over and get free item Discount on item Multi-buy Combination multi-buy Mix and match Buy quantity get free item Buy quantity get cheapest free</p>												
2	The 'Spend Over' drop down provides the following... <ol style="list-style-type: none"> 1. The amount required to trigger the promotion 2. A message on screen that prompts an operator to up sell to meet the criteria 3. Either a % or £ value 4. The % or £ amount discounted. 5. Existing promotion groups can be excluded from the discount promotion. 	 <p>Spend Over Value: £5.00 (1) Spend Over Warn Value: £4.50 (2) <input checked="" type="checkbox"/> Spend Over Excludes Discounted Items Discount Type: Value (3) Discount Value: £0.00 (4) Exclude Promotion Group: [Search] (5)</p>												
3	Example. Spend over £5 to trigger the promotion Alert the cashier at £4.50 Discount type is percentage Discount value is 10% No items have been excluded in the promotion group.	 <p>Spend Over Value: £5.00 Spend Over Warn Value: £4.50 <input type="checkbox"/> Spend Over Excludes Discounted Items Discount Type: Percent Discount %: 10% Exclude Promotion Group: [Search]</p>												
4	Point of Sale. When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected)	 <table border="1"> <tr> <td>No of Items</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>£10.50</td> </tr> <tr> <td>PROMOTION</td> <td>£1.05</td> </tr> <tr> <td>SUBTOTAL</td> <td>£9.45</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Spend over 5 get 10% off</td> <td>£1.05</td> </tr> </table>	No of Items	3	TOTAL	£10.50	PROMOTION	£1.05	SUBTOTAL	£9.45	<hr/>		Spend over 5 get 10% off	£1.05
No of Items	3													
TOTAL	£10.50													
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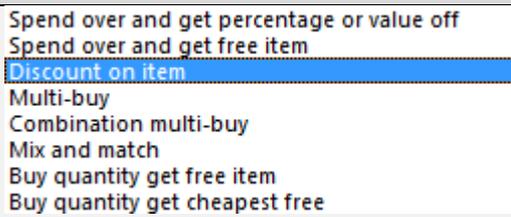
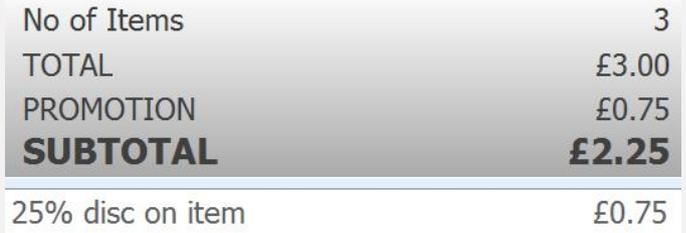
Spend over and get free item - Configuration

Step	Instruction	Example
1	Select 'Spend over and get free item'	 <p>Spend over and get percentage or value off Spend over and get free item Discount on item Multi-buy Combination multi-buy Mix and match Buy quantity get free item Buy quantity get cheapest free</p>
2	This provides the following options <ol style="list-style-type: none"> Spend over value in £ An on screen message that prompts a cashier to 'up sell' to meet the criteria Include or exclude discounted items Free item promotion group (as defined in the promotion groups) Any groups that are excluded from the promotion 	 <p>Spend Over Value <input type="text"/> 1 Spend Over Warn Value <input type="text"/> 2 <input checked="" type="checkbox"/> Spend Over Excludes Discounted Item 3 Free Item Promotion Group <input type="text"/> 4 Exclude Promotion Group <input type="text"/> 5</p>
3	Example Spend over £3.00 to trigger the promotion Spend warning for the cashier at £2.50 Exclude discounted items Select all items from the promotion group Exclude all items in the '25% discount' promotion group.	 <p>Spend Over Value <input type="text" value="£3.00"/> Spend Over Warn Value <input type="text" value="£2.50"/> <input checked="" type="checkbox"/> Spend Over Excludes Discounted Items Free Item Promotion Group <input type="text" value="SPOVFree: Spend Over £3 get free item"/> Exclude Promotion Group <input type="text" value="Discltm: 25% Discount"/></p>
4	Point of Sale. When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected)	 <p>No of Items 2 TOTAL £3.50 PROMOTION £1.75 SUBTOTAL £1.75</p> <p>Spend over £3 get a free item £1.75</p>



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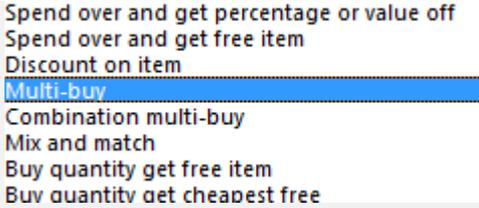
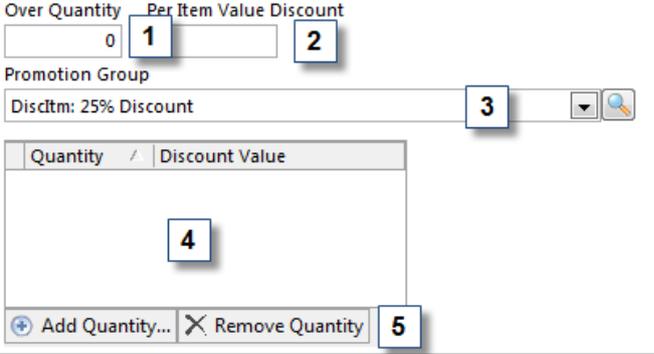
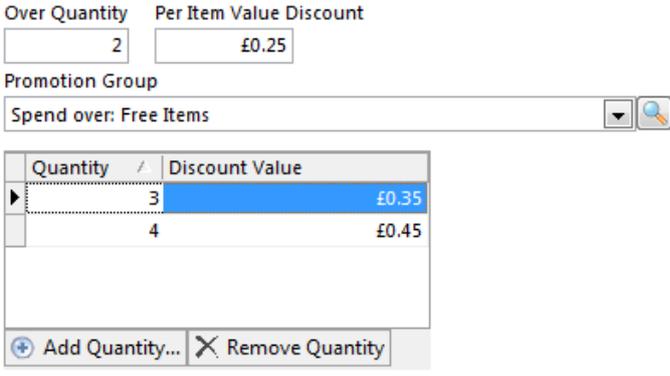
Discount on Item - Configuration

Step	Instruction	Example												
1	Select 'Discount on item' from the drop down.	 <p>Spend over and get percentage or value off Spend over and get free item Discount on item Multi-buy Combination multi-buy Mix and match Buy quantity get free item Buy quantity get cheapest free</p>												
2	<ol style="list-style-type: none"> 1. Select either £ or % amount 2. Enter the £ or % to be deducted from the transaction 3. Select the promotion group from the drop down. 	 <p>Discount Type Discount Value Value 1 £1.00 2 Promotion Group 3</p>												
3	<p>Example Discount type set to £ Discount value set to 25p Promotion group defined</p>	 <p>Discount Type Discount Value Value £0.25 Promotion Group Discltm: 25% Discount</p>												
4	<p>Point of Sale. When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected)</p>	 <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">No of Items</td> <td style="text-align: right;">3</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">£3.00</td> </tr> <tr> <td>PROMOTION</td> <td style="text-align: right;">£0.75</td> </tr> <tr> <td>SUBTOTAL</td> <td style="text-align: right;">£2.25</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>25% disc on item</td> <td style="text-align: right;">£0.75</td> </tr> </table>	No of Items	3	TOTAL	£3.00	PROMOTION	£0.75	SUBTOTAL	£2.25	<hr/>		25% disc on item	£0.75
No of Items	3													
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25% disc on item	£0.75													



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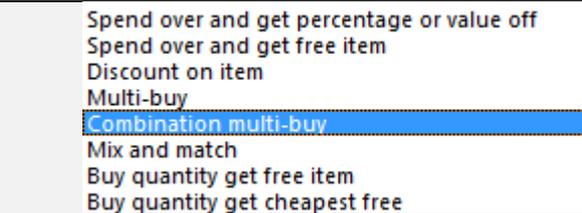
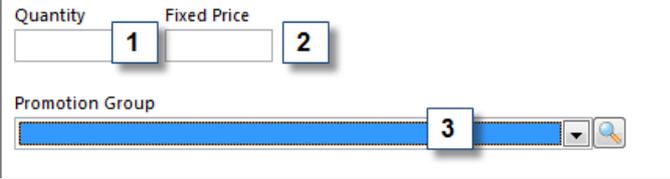
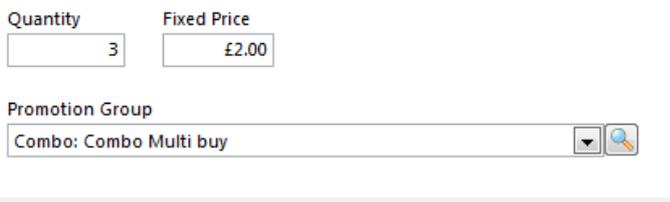
Multi-buy – Configuration

Step	Instruction	Example										
1	Select 'Multi-buy' from the drop down.	 <p>Spend over and get percentage or value off Spend over and get free item Discount on item Multi-buy Combination multi-buy Mix and match Buy quantity get free item Buy quantity get cheapest free</p>										
2	<ol style="list-style-type: none"> The quantity to trigger the promotion The discount value per item The promotion group associated with the promotion Additional Additional break points can be configured in this section EG – Buy 2 and get 10p off Buy 3 and get 15p off Buy 4 and get 20p off	 <p>Over Quantity <input type="text" value="0"/> 1 Per Item Value Discount <input type="text" value=""/> 2 Promotion Group Discltm: 25% Discount 3 <table border="1"> <thead> <tr> <th>Quantity</th> <th>Discount Value</th> </tr> </thead> <tbody> <tr> <td>4</td> <td></td> </tr> </tbody> </table> + Add Quantity... X Remove Quantity 5</p>	Quantity	Discount Value	4							
Quantity	Discount Value											
4												
3	Example Click the Add Quantity button Enter the number to be sold and the discount value. Repeat this for all remaining break points.	 <p>Over Quantity <input type="text" value="2"/> Per Item Value Discount <input type="text" value="£0.25"/> Promotion Group Spend over: Free Items <table border="1"> <thead> <tr> <th>Quantity</th> <th>Discount Value</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>£0.35</td> </tr> <tr> <td>4</td> <td>£0.45</td> </tr> </tbody> </table> + Add Quantity... X Remove Quantity</p>	Quantity	Discount Value	3	£0.35	4	£0.45				
Quantity	Discount Value											
3	£0.35											
4	£0.45											
4	Point of Sale. When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected) Three item trigger	<table border="1"> <tbody> <tr> <td>No of Items</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>£2.25</td> </tr> <tr> <td>PROMOTION</td> <td>£0.35</td> </tr> <tr> <td>SUBTOTAL</td> <td>£1.90</td> </tr> <tr> <td>Multibuy001</td> <td>£0.35</td> </tr> </tbody> </table>	No of Items	3	TOTAL	£2.25	PROMOTION	£0.35	SUBTOTAL	£1.90	Multibuy001	£0.35
No of Items	3											
TOTAL	£2.25											
PROMOTION	£0.35											
SUBTOTAL	£1.90											
Multibuy001	£0.35											
5	Four item trigger	<table border="1"> <tbody> <tr> <td>No of Items</td> <td>4</td> </tr> <tr> <td>TOTAL</td> <td>£3.00</td> </tr> <tr> <td>PROMOTION</td> <td>£0.45</td> </tr> <tr> <td>SUBTOTAL</td> <td>£2.55</td> </tr> <tr> <td>Multibuy001</td> <td>£0.45</td> </tr> </tbody> </table>	No of Items	4	TOTAL	£3.00	PROMOTION	£0.45	SUBTOTAL	£2.55	Multibuy001	£0.45
No of Items	4											
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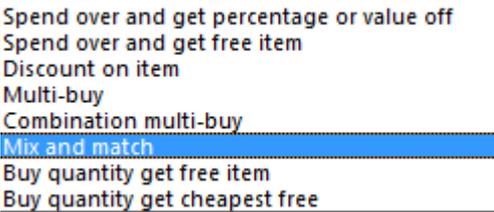
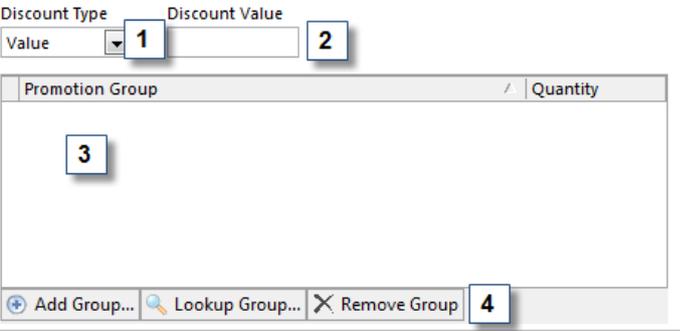
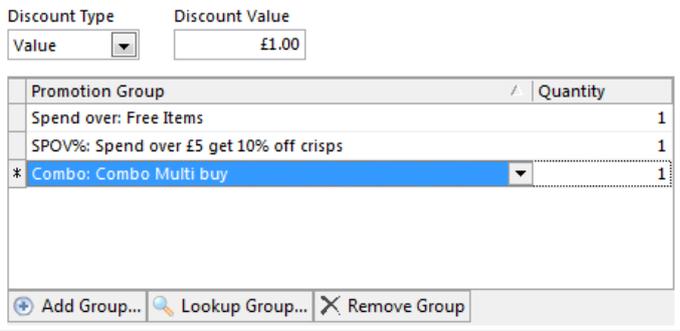
Combination Multi-buy – Configuration

Step	Instruction	Example										
1	Select 'Combination Multi-buy' from the drop down.	 <p>Spend over and get percentage or value off Spend over and get free item Discount on item Multi-buy Combination multi-buy Mix and match Buy quantity get free item Buy quantity get cheapest free</p>										
2	<ol style="list-style-type: none"> 1. Enter the quantity that will trigger the promotion 2. Enter the Fixed price for the combined purchase price. 3. The promotion group that applies to the promotion. 	 <p>Quantity <input type="text" value="1"/> Fixed Price <input type="text" value="2"/> Promotion Group <input type="text" value="3"/></p>										
3	<p>Example Quantity set to three Fixed price set to £2.00 Promotion group selected fro the drop down.</p>	 <p>Quantity <input type="text" value="3"/> Fixed Price <input type="text" value="£2.00"/> Promotion Group <input type="text" value="Combo: Combo Multi buy"/></p>										
4	<p>Point of Sale. When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected)</p>	 <table border="1"> <tr> <td>No of Items</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>£5.25</td> </tr> <tr> <td>PROMOTION</td> <td>£1.75</td> </tr> <tr> <td>SUBTOTAL</td> <td>£2.00</td> </tr> <tr> <td>Combo Multi 3 for £2</td> <td>£1.75</td> </tr> </table>	No of Items	3	TOTAL	£5.25	PROMOTION	£1.75	SUBTOTAL	£2.00	Combo Multi 3 for £2	£1.75
No of Items	3											
TOTAL	£5.25											
PROMOTION	£1.75											
SUBTOTAL	£2.00											
Combo Multi 3 for £2	£1.75											



A Guide to DPOSSQL Promotions

Mix and match – Configuration

Step	Instruction	Example										
1	Select 'mix and match' from the drop down.	 <p>Spend over and get percentage or value off Spend over and get free item Discount on item Multi-buy Combination multi-buy Mix and match Buy quantity get free item Buy quantity get cheapest free</p>										
2	<ol style="list-style-type: none"> 1. Enter the discount type in £ or % that will trigger the promotion 2. Enter the discount value that applies when triggered 3. The promotion groups that are applied to the promotion 4. Quick function buttons. 	 <p>Discount Type: Value (1) Discount Value: (2)</p> <p>Promotion Group / Quantity</p> <p>(3)</p> <p>+ Add Group... 🔍 Lookup Group... ✕ Remove Group (4)</p>										
3	<p>Example Discount type set to value (£) Discount value set to £1.00 Selected promotion groups that will need to be sold to meet the criteria.</p> <p>Buy one item from the three promotion groups to trigger the £1 money off.</p>	 <p>Discount Type: Value Discount Value: £1.00</p> <p>Promotion Group / Quantity</p> <table border="1"> <tr> <td>Spend over: Free Items</td> <td>1</td> </tr> <tr> <td>SPOV%: Spend over £5 get 10% off crisps</td> <td>1</td> </tr> <tr> <td>* Combo: Combo Multi buy</td> <td>1</td> </tr> </table> <p>+ Add Group... 🔍 Lookup Group... ✕ Remove Group</p>	Spend over: Free Items	1	SPOV%: Spend over £5 get 10% off crisps	1	* Combo: Combo Multi buy	1				
Spend over: Free Items	1											
SPOV%: Spend over £5 get 10% off crisps	1											
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4	<p>Point of Sale. When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected)</p>	<table border="1"> <tr> <td>No of Items</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>£15.00</td> </tr> <tr> <td>PROMOTION</td> <td>£3.00</td> </tr> <tr> <td>SUBTOTAL</td> <td>£12.00</td> </tr> <tr> <td>Buy 3 save £3 testing</td> <td>£3.00</td> </tr> </table>	No of Items	3	TOTAL	£15.00	PROMOTION	£3.00	SUBTOTAL	£12.00	Buy 3 save £3 testing	£3.00
No of Items	3											
TOTAL	£15.00											
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Buy 3 save £3 testing	£3.00											



A Guide to DPOSSQL Promotions

Buy quantity and get free item – Configuration

Step	Instruction	Example
1	Select 'Buy quantity get free item' from the drop down.	<div style="border: 1px solid gray; padding: 5px;"> <p>Spend over and get percentage or value off</p> <p>Spend over and get free item</p> <p>Discount on item</p> <p>Multi-buy</p> <p>Combination multi-buy</p> <p>Mix and match</p> <p style="background-color: #007bff; color: white; padding: 2px;">Buy quantity get free item</p> <p>Buy quantity get cheapest free</p> </div>
2	<ol style="list-style-type: none"> 1. Enter the quantity that will trigger the promotion. 2. Select the promotion group from the drop down menu. 3. Select the promotion group that the free item is selected from 	<div style="border: 1px solid gray; padding: 5px;"> <p>Quantity 1</p> <p>Promotion Group 2</p> <p>Free Item Promotion Group 3</p> </div>
3	<p>Example</p> <p>The quantity that is to be sold to trigger the promotion</p> <p>The promotion group that the items are to be sold from</p> <p>The promotion group that the free item is selected from.</p>	<div style="border: 1px solid gray; padding: 5px;"> <p>Quantity 2</p> <p>Promotion Group Quany-free: Quantity free</p> <p>Free Item Promotion Group Spend over: Free Items</p> </div>



A Guide to DPOSSQL Promotions

Buy quantity and get cheapest free – Configuration

Step	Instruction	Example										
1	Select 'Buy quantity get cheapest free' from the drop down.	<p>Spend over and get percentage or value off</p> <p>Spend over and get free item</p> <p>Discount on item</p> <p>Multi-buy</p> <p>Combination multi-buy</p> <p>Mix and match</p> <p>Buy quantity get free item</p> <p>Buy quantity get cheapest free</p>										
2	<ol style="list-style-type: none"> The quantity that triggers the promotion The promotion groups that is attributed to the promotion 	<p>Quantity <input type="text" value="1"/></p> <p>Promotion Group <input type="text" value=""/></p>										
3	<p>Example</p> <p>Quantity set to three. This will trigger the promotion</p> <p>The promotion group is selected</p>	<p>Quantity <input type="text" value="3"/></p> <p>Promotion Group <input type="text" value="more: cheapest free"/></p>										
4	<p>Point of Sale</p> <p>When the promotion is triggered on the POS it is displayed when the cashier initiates Transaction mode (Total button is selected)</p>	<table border="1"> <tr> <td>No of Items</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>£3.00</td> </tr> <tr> <td>PROMOTION</td> <td>£1.00</td> </tr> <tr> <td>SUBTOTAL</td> <td>£2.00</td> </tr> <tr> <td>Quantity - free item</td> <td>£1.00</td> </tr> </table>	No of Items	3	TOTAL	£3.00	PROMOTION	£1.00	SUBTOTAL	£2.00	Quantity - free item	£1.00
No of Items	3											
TOTAL	£3.00											
PROMOTION	£1.00											
SUBTOTAL	£2.00											
Quantity - free item	£1.00											



A Guide to DPOSSQL Promotions

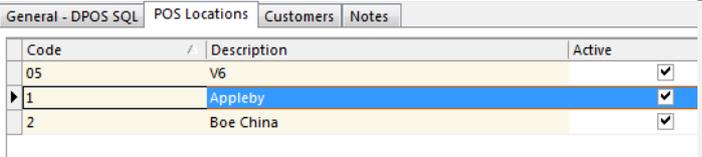
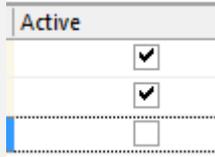
Additional tabs

The Edit promotion screen provides three more additional tabs that can be used to configure the promotion from the promotion browser.

- POS Locations
- Customers
- Notes

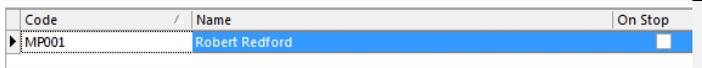
POS locations tab

This is the tab that defines the locations that the promotion will be applied to.

Step	Instruction	Example
1	Select the POS Locations Tab. All locations that are configured in the system will be available here.	
2	Place a tick into the relevant box that represents the location that requires the promotion	

Customers tab

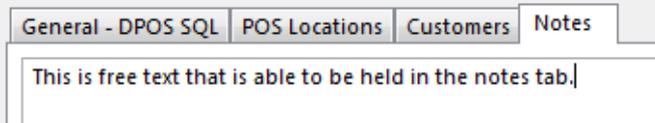
This is the tab that defines the customers that the promotion will be applied to.

Step	Instruction	Example
1	Select the Customers tab and define the customers who will be able to access exclusive promotions.	

Note – This functionality is not currently available in the back office application as of 2.29. It is due to be integrated. For specific dates please contact your Datasyms account manager.

Notes tab

This is the tab that defines the customers that the promotion will be applied to.

Step	Instruction	Example
1	Select the Notes tab and enter any additional text or information that is required.	
2	Free text can be entered here if additional information is required to be held.	

Once promotions have been configured the updates need to be sent to the POS terminals via the Batch jobs.

