



# Users Manual

# Contents

## CHAPTER 1

<b>CHECK ON WHAT YOU NEED</b>	<b>8</b>
-------------------------------	----------

## CHAPTER 2

<b>INSTALLING</b>	<b>10</b>
<b>FIRST TIME LOAD</b>	<b>16</b>
<b>LICENSING</b>	<b>18</b>

## CHAPTER 3

<b>INITIAL COMPANY DETAILS</b>	<b>21</b>
<b>CASH REGISTER DETAILS</b>	<b>22</b>
<b>EASY 2 TOUCH COMMUNICATIONS</b>	<b>24</b>
<b>SENTINEL NETWORK FILE SHARING</b>	<b>27</b>
ON ALL TERMINALS (SHARING HARD DRIVE)	27
ON ALL TERMINALS (MAPPING THE DRIVE)	27
SETTING THE DATA LOCATIONS (EXCEPT TERMINAL 1)	28
SETTING TERMINALS FOR CONSOLIDATION	28
SETTING UP CONNECTION TO SAMSTOCK.	29
LOADING THE SENTINEL PC COMMUNICATIONS PROGRAM	29
AUTO LOAD THE ETHERNET SAMSTOCK FTP	30
CONFIGURING ETHERNET FTP SERVER TERMINAL 01	30
SETTING THE FTP SERVER FOR ETHERNET	31
<b>RASCONNECTION SETUP</b>	<b>32</b>
INSTALLING THE MODEM	32
CONFIGURING TERMINAL01 FOR INCOMING CALLS	33
INSTALLING THE MODEM	34
CONFIGURING THE RAS CONNECTION FOR SAMSTOCK	35
<b>SAMSTOCK TO SENTINEL MODEM SETUP</b>	<b>36</b>
<b>SAMSTOCK TO ICR TOUCH SETUP</b>	<b>37</b>
SETTING THE IP ADDRESS.	37
COLLECTING PRE-PROGRAMMED ECR DATA	38
<b>SAMEVENT</b>	<b>39</b>

## CHAPTER 4

<b>CUSTOMISING OPTIONS</b>	<b>41</b>
SAMSTOCK OPTIONS	43
PRODUCT FILE OPTIONS	44
LOCATION OPTIONS	46
SHELF EDGE LABEL OPTIONS	47
ORDER / TRANSFER OPTIONS	48
REPORT OPTIONS	49
<b>CUSTOMISING FINANCIAL DATA</b>	<b>50</b>
<b>CUSTOMISING STAFF SALES DATA</b>	<b>53</b>
<b>CUSTOMISING HOURLY SALES DATA</b>	<b>56</b>
<b>CUSTOMISING VAT RATES</b>	<b>57</b>
<b>SUPPLIERS</b>	<b>59</b>

## CHAPTER 5

<b>CLASSIFICATION GROUPS</b>	<b>61</b>
<b>PRODUCT GROUPS</b>	<b>62</b>
<b>STOCK UNITS</b>	<b>63</b>
<b>SALES UNITS</b>	<b>64</b>
<b>PRODUCTS</b>	<b>65</b>
PRODUCT DETAILS	66
PRODUCT PRICING	67
PRODUCT STOCK	68
PRODUCT OPTIONS	69
PRODUCT MONITOR LINES	71
PRODUCT PICTURE	72
<b>PRODUCT RECIPES</b>	<b>73</b>
SALEABLE ITEM RECIPES	73
STOCK RECIPES	73
<b>Mix &amp; MATCH</b>	<b>76</b>

## CHAPTER 6

<b>EASY 2 TOUCH</b> _____	<b>81</b>
<b>SPS1000 / SER-7000</b> _____	<b>84</b>
<b>SENTINEL</b> _____	<b>87</b>
<b>SPS2000</b> _____	<b>89</b>
<b>ICR TOUCH</b> _____	<b>90</b>

## CHAPTER 7

<b>SAMEVENT - EXECUTE</b> _____	<b>93</b>
<b>SAMEVENT CREATING A TIMETABLE EVENT</b> _____	<b>96</b>
<b>SAMEVENT - LOG</b> _____	<b>98</b>

## CHAPTER 8

<b>REPORTING NAVIGATION</b> _____	<b>99</b>
<b>REPORT OPTIONS</b> _____	<b>102</b>
<b>REPORT CRITERIA</b> _____	<b>105</b>
<b>PRODUCT GROUP</b> _____	<b>105</b>
<b>REPORT MENU BAR</b> _____	<b>106</b>
<b>REPORT PRINTING</b> _____	<b>106</b>
<b>REPORT PRINTING OPTIONS</b> _____	<b>107</b>
<b>CHART DISPLAY</b> _____	<b>107</b>

## CHAPTER 9

<b>EASY 2 TOUCH AND SENTINEL JOURNAL</b> _____	<b>109</b>
<b>VIEW</b> _____	<b>110</b>
<b>SORTING THE INFORMATION</b> _____	<b>111</b>
<b>FILTERING THE INFORMATION</b> _____	<b>112</b>
<b>SPS-1000 JOURNAL</b> _____	<b>112</b>
<b>ICR TOUCH JOURNAL</b> _____	<b>114</b>

## CHAPTER 10

<b>STOCK MANAGEMENT</b>	<b>115</b>
ORDERS	116
DELIVERIES	116
PURCHASES	116
TRANSFERS FROM ONE LOCATION TO ANOTHER	116
REVIEWING INVOICES	116
WRITE OFF STOCK	123

## CHAPTER 11

<b>STOCK TAKING PROCEDURE</b>	<b>125</b>
UPDATE CURRENT STOCK MOVEMENTS	126
TAKE STOCK SNAPSHOT	126
PHYSICALLY COUNT STOCK ITEMS	126
ENTER STOCK TAKE	126
ANALYSE RESULTS OF STOCK COUNT	126
OPTIONALLY SET OPENING STOCK	126
MONTHLY STOCK TAKING PROCEDURE	127
STOCK TAKING SNAPSHOT	128
ENTERING STOCK TAKE	129
REPORTING STOCK TAKE RESULTS	130
UPDATE CURRENT STOCK	131

## CHAPTER 12

<b>SYSTEM OPTIONS</b>	<b>136</b>
-----------------------	------------

## CHAPTER 13

<b>BACKING UP DATA</b>	<b>137</b>
------------------------	------------

## CHAPTER 14

<b>IMPORT MODULE</b>	<b>143</b>
<b>EXPORT MODULE</b>	<b>149</b>
<b>SAGE LINE 50 ACCOUNTING MODULE</b>	<b>153</b>
<b>SPEDI ORDERING MODULE</b>	<b>157</b>
<b>CJ LANG WHOLESALE ELECTRONIC TRANSFER</b>	<b>162</b>
<b>CONSOLIDATING STOCK</b>	<b>164</b>
<b>HAND HELD TERMINAL MODULE</b>	<b>165</b>
<b>HEAD OFFICE TO BRANCH FILE TRANSFER</b>	<b>167</b>

This is a “Table of Contents preview” for quality assurance

The full manual can be purchased from our store:

<https://the-checkout-tech.com/manuals/PC Software/Samstock v4.7.1 user manual.html>

And our free Online Keysheet maker:

<https://the-checkout-tech.com/Cash-Register-Keysheet-Creator/>

[HTTPS://THE-CHECKOUT-TECH.COM](https://THE-CHECKOUT-TECH.COM)