

**TOUCH CLERK GROUP PERMISSIONS
MISCELLANEOUS**

PERMISSIONS WITH OPTION SELECTED



OPTIONS	
MISC	A control on whether any Misc settings listed below can be accessed by the Clerk Group.
Add Barcode	Allows Clerks to add unrecognised barcodes to Product Records which are active in their Location.
Allow Clerk Log Off of Other Clerk	When using Fast Clerk Mode , allows Clerks to log off other Clerks who are logged into POS Terminals.
Allow Clerk to Log On with Drawer Zero	When using Fast Clerk Mode , allows Clerks to login without assigning themselves to a Cash Drawer, meaning at the end of each sale it'll ask what Drawer they want the sale to contribute too.
Allow Clock In / Out	Allows Clerks to be able to use the in-built Time Clock function to Start/End Shifts and Start/End Breaks.
Allow Num Pad OK button usage	Allows Clerks to be able to enter a number and select the OK button to perform a PLU Lookup. Suggested for Retail who have PLU's printed on labels.
Change Table Credit Limit	Allows Clerks to change the Credit Limit on Tables & Bar TABs they have visibility of.
Check for Software Update	Allows Clerks to trigger/apply Software Updates when they aren't set to automatically apply after X amount of seconds of no activity.
Click to Close Drawer Alarm	For supported Cash Drawer hardware, allows SwiftPOS to warn that the Cash Drawer has been open for long periods and whether the Clerk is allowed to disable the alarm to continue transacting.
Commit a Stocktake	Allows Clerks to commit/send a Stocktake through to SwiftPOS Back Office if using the Stocktake mode on the POS Terminal.
Connect to Server	Allows Clerks to attempt to connect a POS Terminal back to the server if they see it showing Offline.
Disconnect from Server	Allows Clerks to disconnect a POS Terminal from the server when Online. If auto-reconnect is configured, the POS Terminal will reconnect itself after the configured retry period.
Don't Allow Opening Tables Locked to Clerk	Prevents Clerks from being able to open Tables that have been locked to a Clerk which is applicable in some Table service situations such as when a Table is opened or when a Guest Bill is printed.
Edit Customer Account Limits	Allows Clerks to edit the Member/Account Cash Account Credit Limit via the "Edit Customer Details" function key if added to the Keyboard design.
Load Keyboard Changes	Allows Clerks to manually apply keyboard changes which are sitting as pending. If auto-apply updates are configured, the POS Terminal will apply it automatically after the configured period.
Override Bistro Cancel Sale Lockout	Allows Clerks to cancel a "Pay as you go Table" if they have opened it but need to cancel the sale. Can only be done if nothing is already queued under the Bistro Table Number.
Override TAB Cancel Sale Lockout	Allows Clerks to cancel/clear a Bar TAB which is open in the Venue. This will void all items on the Bar TAB.
Override Table Cancel Sale Lockout	Allows Clerks to cancel/clear a Restaurant Table which is open and they have access too in their Location/Outlet. This will void all items on the Restaurant Table.
Override Waiter Terminal Media Tender Lockout	Allows Clerks to finalise a Table or Bar TAB from a Terminal which has been set as a "Waiter Only" SwiftPOS Touch terminal and therefore, shouldn't be allowed to finalise Tables or Bar TABs normally.
Product Search	Allows Clerks to perform a PLU or Description Search for Product Records that are active in their Location (irrespective if it's added to the keyboard design or not).

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Receipt On/Off	Allows Clerks to switch ON or OFF whether Tax Invoices/Receipts print for EVERY sale that is finalised on a POS Terminal, irrespective of the settings on the finaliser/media buttons. Typically not required as the finaliser/media buttons will have programmed whether a Tax Invoice/Receipt should auto-print or not.
Request Full Update	Allows Clerks to request a full update/refresh of their POS Terminal if they think the latest information isn't stored on the POS Terminal.
Tools Menu	Allows Clerks to select the Tools button up the top-right of the POS Terminal which presents a menu of Tools/Options that may need to be accessible. There are further security options which allow for controls of some of the individual Tool menu options below.
Unlock Terminal	Allows Clerks to unlock a Terminal which has been locked manually via the Tools menu or when a Print Reports (End of Shift/Z Read) process has been run. Locked terminals mean the terminal can't be used for transacting until it's unlocked.
Variance Report	Allows Clerks to print/generate a Variance Report within the Stocktake mode on the POS Terminal.