

## Portal TI®

# MARKETING FEATURES WITH PROGRAMMING INSTRUCTIONS

## Receipt Messages

### What it's all about:

The text printed on receipts printed at the Portal TI is configured using the Receipt Ticket Text Setup screen. This screen allows you to enter the Header, Footer and Customer Service text. The Customer Service text will be printed when there is an error or when the customer requires change from the attendant. Use this feature to create messages on customer receipts to cross merchandise or promote products in the store. (For Example: 6 pack of XXXX Cola, \$2.99 While Supplies Last).

### Marketing Tip:

Receipt Messages are also a great way to cross merchandise with other local businesses. (For Example: Present this receipt and receive \$2.00 off of you next oil change at Al's Express Lube, 22431 South Jones Blvd., Anytown, USA)



## Programming Instructions for Receipt Messages

1. From the User Interface Management screen, click the Receipt Ticket Text button to display the Receipt Ticket Text Setup screen.
2. Click the Receipt Header button to display the Receipt Header Setup Screen.
3. Enter the Receipt Header text. The header can be up to 5 lines of 40-column text each. A check box is provided for each line to automatically center the text.
4. Click OK to return to the Receipt Ticket Setup screen.
5. Click the Receipt Footer button to display the Receipt Ticket Footer Setup Screen.
6. Enter the Receipt Footer text. The footer can be up to 5 lines of 40-column text each. A check box is provided for each line to automatically center the text.
7. Click OK to return to the Receipt Ticket Setup screen.
8. Click the Customer Service Info button to display the Receipt Customer Service Info Setup Screen.
9. Enter the Customer Service Info text. The Customer Service Info can be up to 2 lines of 40-column text each. A check box is provided for each line to automatically center the text.
10. Click OK to return to the Receipt Ticket Setup screen.
11. Click Exit to return to the User Interface Management screen.