CAP|Software

IMPORTING SALES INTO CAP FROM A MOBILE DEVICE

"GETTING STARTED GUIDE"

1. Open CAP SellWise Pro

2. Set Mobile Device Import to yes

    A. This feature is for importing comma separated files and creating a sale.
    B. From the CAP SellWise Pro tool bar, Go to: **Help → Configuration → Station Settings**.
    C. Under the POS Functions section, select **Yes** for Mobile Device Import.
    D. **Accept**, **Cancel** and **Exit** Configuration.

POS Functions	
Jump to Names Screen First at Point of Sale	No
Clear Sales Code after each sale	No
Warning if Item is not in stock at Point of Sale	No
Pause for 'Change Due' notice before next invoice	Yes
Hide Item Prices on Quotes	No
Hand enter quantity for each item at POS main screen	No
Use Item Quantity button as ON/OFF switch	No
Prompt for quantity when using Hot Keys	No
Use PickList in Warehouse	No
Enable Local Mode (Allows Sales to be made when Network is down)	No
Show Temporary Reports when in Local Mode	No
Mobile Device Import	Yes
Other	
MPS Server Name	
Cost Center	
Turn Cap Backup On	No

F1 Help		F10 Accept	Esc Cancel

3. Open POS

    A. Select **Names** and add the customer name you are selling to, then click **Operations**.
    B. Select the **Mobile Import** button. This button replaced the Online Order button once '*yes*' was added to Mobile Device Import in Configuration.

www.capretail.com, sales@capretail.com, support@capretail.com
Sales (800) 826-5009, Support (817) 560-7007 Monday - Friday, 8:00am-6:00pm Central Time

C. Once you select Mobile Import, an option will appear to Import or Exit. Select **Import**.

D. After selecting Import, browse to your file location, highlight the file needed and press **Open**.


E. Once you select Open, the order will import to the POS screen.

   POSSIBLE SCENARIO (see i-iii)
   i.   *If any items scanned or entered into the system are not in the Inventory, you will get an item not found message. You may have to troubleshoot and find out why a Stock Locator code or UPC is not matching with the item or you may have to create that item into the Inventory.*

ii. *If there are multiple items not found, to access this list Go to:* **Computer → C: Drive → Program Files → CAP → ImportFailLog.txt**
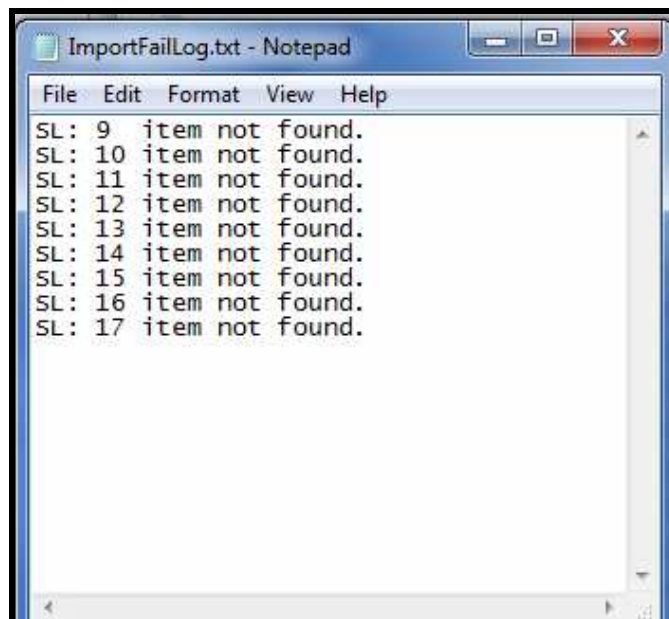
iii. *If there is an item not found, press* **Esc**.

F. The remainder of the items will be listed on the POS screen. Press **Exit** once items are finished loading.
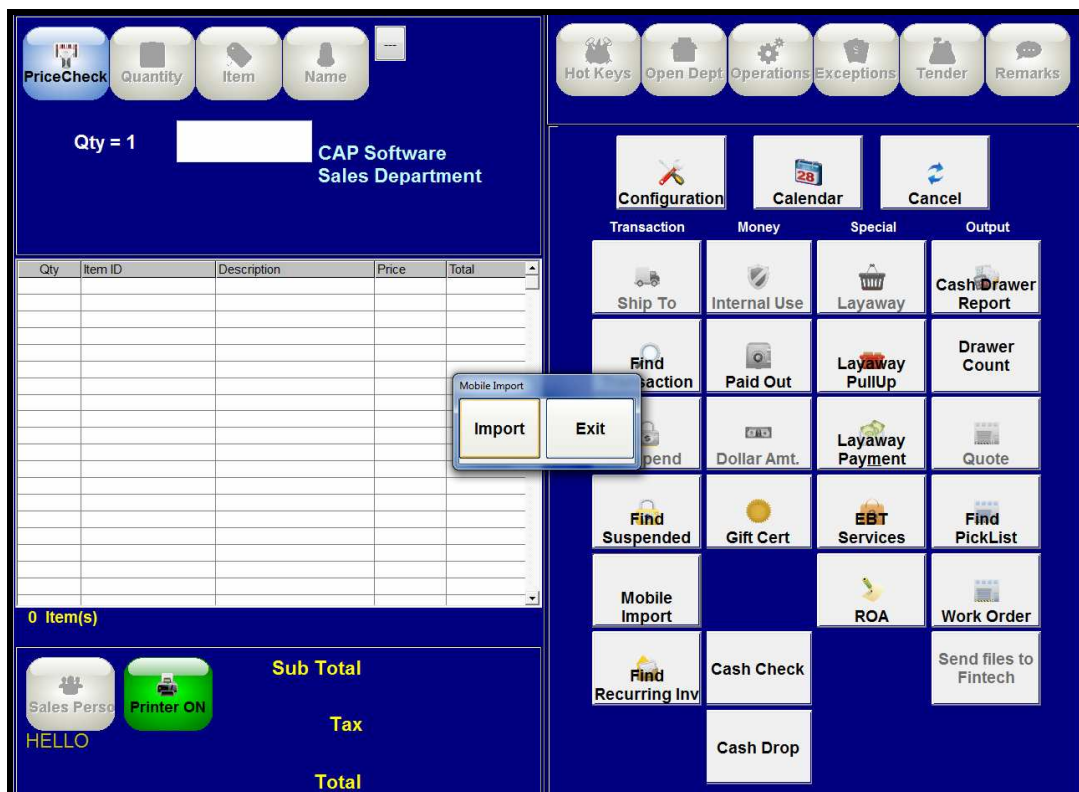
G. Once you Exit, select your Tender and finalize the transaction as normal.