

Scanning Solutions Training Checklist

Store Name: _____

BASIC

- ☐ Define support, emergency and online support.
- ☐ Define terms: department, vendor, price group, item, barcode, UPC, PLU
- ☐ Show how to make changes and create all of the above
- ☐ Show how to handle PLU and no barcode items (explain how to scan them also)
- ☐ Timed price changes
- ☐ Mass Price Changes
- ☐ Show how to send changes to POS & Backup Data
- ☐ Printing barcodes and shelf tags
- ☐ Show how to obtain reports
- ☐ Exports (Text, Excel, Reload Price book)

DELUXE

- ☐ Explain 6-packs and carton-type relationships
- ☐ Mix & Match
- ☐ Explain usage of PDC (delivery, price change & stock adjustment)
- ☐ Grocery delivery. Walk through EDI
- ☐ How to order using low stock report
- ☐ How to count inventory
- ☐ Import and export with inventory service companies
- ☐ View past deliveries and stock adjustments
- ☐ Buy Downs

PREMIUM

- ☐ Fuel grade price changes are done on the POS
- ☐ Fuel delivery
- ☐ Reconciliation and pool margin report
- ☐ Daily book
- ☐ Accounting Interface
- ☐ Lottery

I have received training in respect to all of the above functions of Backroom for Windows.

Signature

Print Name

Position

Date

Installer/Trainer

Scanning Solutions annual support begins on the date of your software purchase and lasts for 12 months. Support is provided via telephone or e-mail and includes a limited warranty for the software product as well as software updates and upgrades for the product during the contract term.

Support hours are 9AM-5PM CST. A 24 hour emergency support service is also included.

Scanning Solutions will troubleshoot non-Scanning Solutions products and after-hours non-emergency issues at the standard hourly rate with a two hour minimum. Please contact sales for the current rate.

Due to the complex nature of software development and operating environments, Scanning Solutions cannot guarantee the time that it will take to resolve a problem. We make our best effort to resolve problems as quickly as possible.