

# Using the Point of Sale Interface

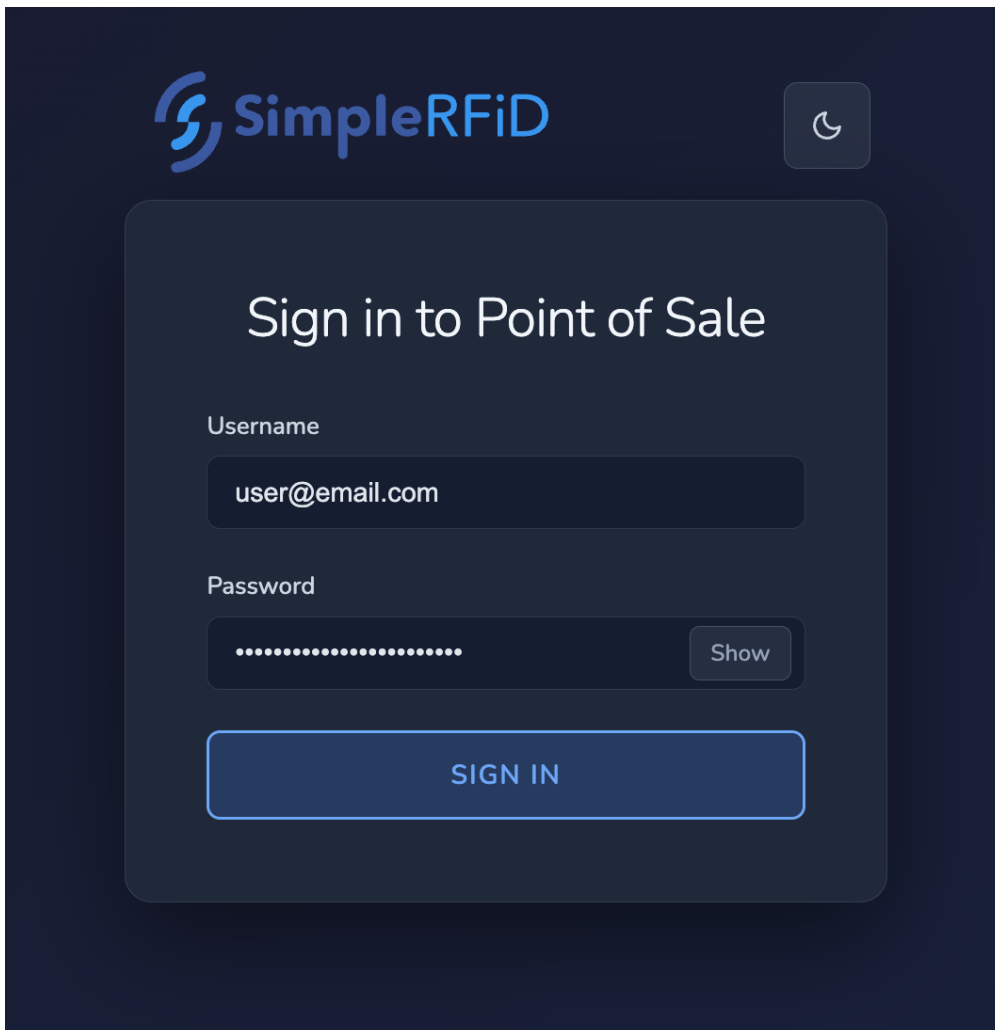
Access the Point of Sale interface here: [beta.pos.simplerfid.com](https://beta.pos.simplerfid.com)

The Point of Sale interface is in beta. Currently, the only function of this interface is to archive tags which are read by a connected scanner in HID mode, such as a Keonn AdvanPay.

Further integration with third-party point of sale software, such as Shopify and Square, is planned but not implemented yet.

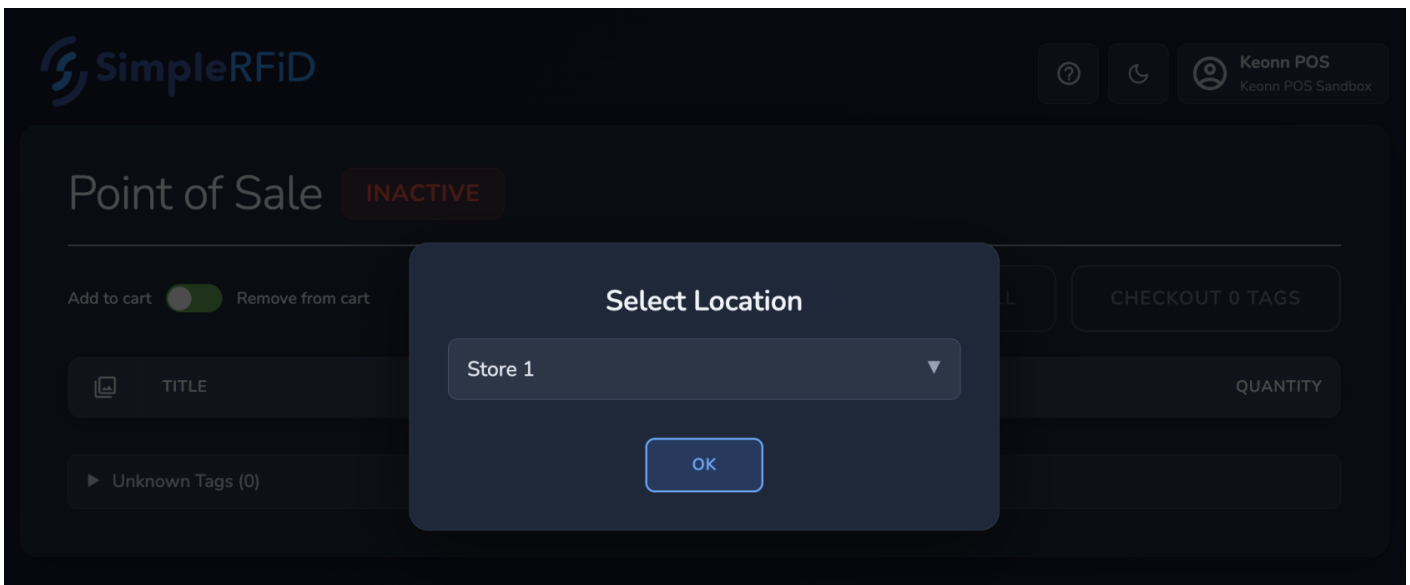
## Logging in

Log in using the same credentials you use for the Simple RFID web portal and mobile app.



The screenshot shows the login page for the SimpleRFiD Point of Sale interface. At the top left is the SimpleRFiD logo, and at the top right is a moon icon for dark mode. The main heading is "Sign in to Point of Sale". Below this are two input fields: "Username" with the text "user@email.com" and "Password" with a masked password ".....". A "Show" button is next to the password field. At the bottom is a large "SIGN IN" button.

When you first log in, you'll be asked to select a location. Select the location where the scanner should be removing tags from.



## Using the app

### • Scan Items

- Make sure the app is open and active (the scanner works like a keyboard).
- Use the **Add to cart / Remove from cart** switch:
  - **Add to cart**: scan items to add them.
  - **Remove from cart**: scan items to remove them if you scanned something by mistake.
  - Always switch back to **Add to cart** when done removing.
- Scanned items will appear in the **Scanned Items** list.

### • Check Out

- Press the **Checkout x tags** button to submit the scan session, which will archive (remove) the items from your inventory.
- You can add an optional comment, which will appear in the Scan Sessions history.

### • Clear All

- Press **Clear All** to remove all scanned items from the cart.
- **Warning**: this cannot be undone. You will need to scan items again if cleared accidentally.

### • View History

- Press the **History** button to see all scans for the current location, including POS and mobile scans.
- You can download reports from this page.

### • Change Location

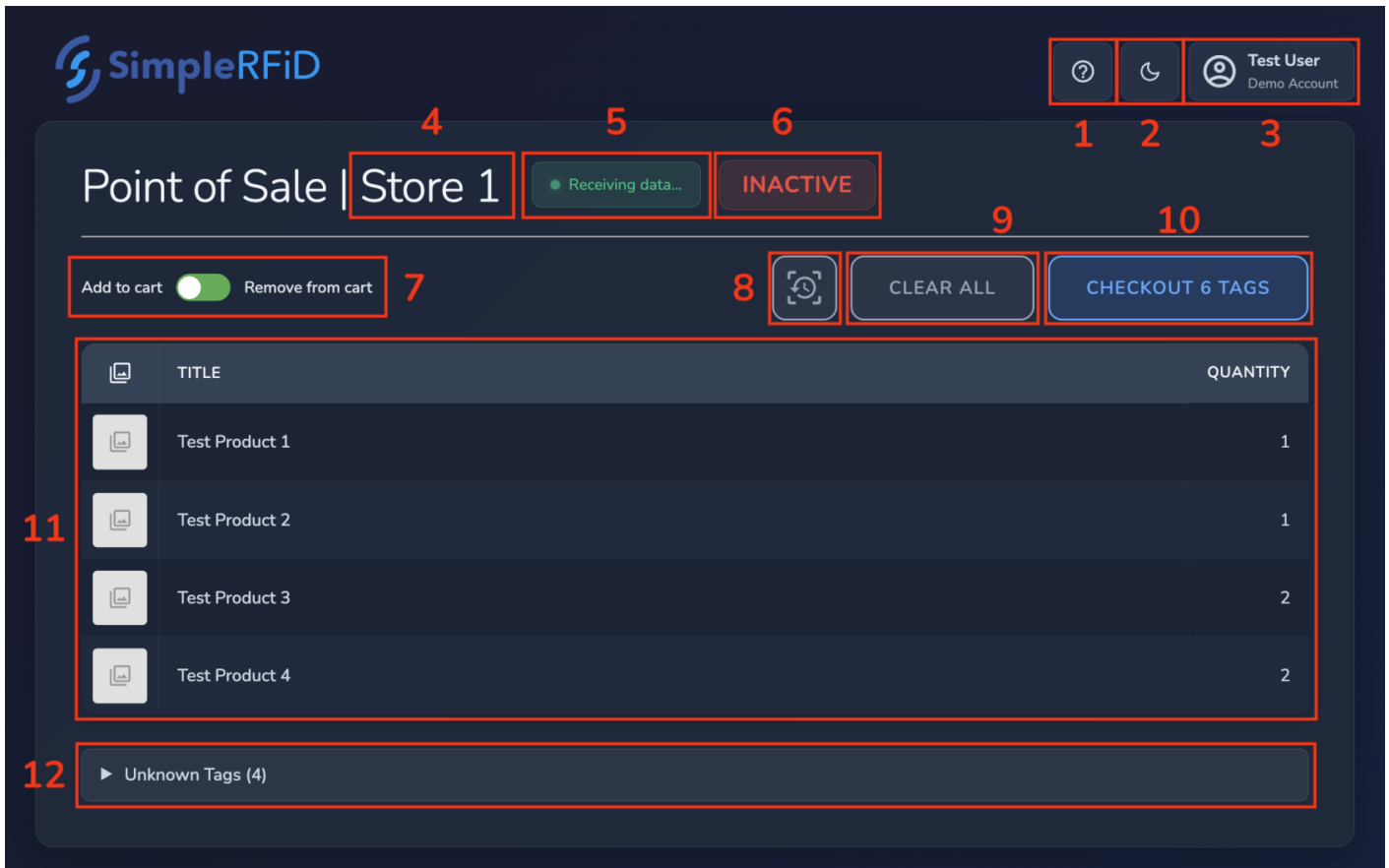
- Use the **Admin Menu** → **Change Location** to switch locations if moving the scanner between inventory areas.
- The current location is also shown in the **Location Indicator** at the top.

### • Optional / Helpful Features

- **Help Button**: opens this guide in the knowledge base.
- **Theme Switcher**: toggle between Dark and Light mode.
- **Receiving Data Indicator**: shows when the scanner is sending data. Keyboard input may also trigger it, but only valid RFID tags will be recorded.

- **Unknown Tags:** shows any scanned tags that don't match your product library—useful for troubleshooting.

## Detailed overview



1. **Help button**
2. **Theme switcher**
3. **Admin menu**
4. **Location indicator**
5. **Receiving Data indicator**
6. **Inactive indicator**
7. **Add/Remove switch**
8. **History button**
9. **Clear All button**
10. **Checkout button**
11. **Scanned items**
12. **Unknown tags**

### 1. Help button

This button will bring you directly here to the knowledge base, where you can find instructions and relevant information about this app.

### 2. Theme switcher

Use this button to switch between Dark and Light mode. Functionality will remain exactly the same.

### 3. Admin menu

This menu contains two options:

- **Change location:** switch between locations. If you move the scanner between inventory locations, use this option. Otherwise, the location should remain the same.
- **Log out:** log out of your Simple RFID account. Note: you may choose to use a dedicated user account for the point of sale.

### 4. Location indicator

Appearing as part of the title, this simply indicates which location is currently selected, and where the tags will be archived in Simple RFID.

### 5. Receiving Data indicator

This indicator will appear when the app is receiving keystrokes from a Human Interface Device (HID). Most of the time, this will be the RFID scanner, but because your keyboard is also a HID, you'll also see this indicator if you press any keys.

Any data that is not recognized as a valid EPC from an RFID tag will be discarded, so accidental key presses are usually not an issue. However, **if you press any key(s) on your keyboard at the same time as scanning an RFID tag, you may need to re-scan the tag in order for it to register correctly.**

### 6. Inactive indicator

This shows when the app isn't focused (meaning the app isn't the one you're currently using). The scanner sends keystrokes like a keyboard, so the app must be open and active to get the input. Otherwise, the keystrokes will go wherever you're currently working.

### 7. Add/Remove switch

This switch is labeled **Add to cart / Remove from cart** and lets you switch between adding items and removing them.

For example, if you accidentally scan an extra item, switch to **Remove from cart**, then scan that item again to remove it. Items need to be scanned again to remove them because we use the serial number from the EPC to make sure the correct items are checked out.

Be sure to switch back to **Add to cart** before continuing to scan items!

### 8. History button

This button is a direct link to the Scan Sessions page for the currently selected location. This will display all scans that have occurred at this location, including point of sale scans and mobile scans. From here, you can download a report of any scan that has been submitted.

## 9. Clear All button

This button will clear all scanned tags from the current list. **Proceed with caution: this cannot be undone, so the only way to add the tags back to the list is to scan them again.**

## 10. Checkout button

This button will take the currently scanned tags, and submit them as an **Archive** scan to your inventory, removing all the tags from the active inventory. You will be asked to provide an optional comment, which will show up in your Scan Sessions history on the web portal.

## 11. Scanned items

This is a list of all known tags that have been scanned into the cart. The table displays the image (if one exists), the Title (Category | Name | Color | Size), and the Quantity that have been scanned.

## 12. Unknown tags

This is an expandable list of tags that were scanned, that were unable to be matched with a product from your library. You'll see the EPC of the tag, as well as the Company Prefix, Item Reference, and Serial Number decoded from the tag. This is mostly useful for troubleshooting purposes; these tags **will not be included** in the submitted scan session.

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