



Version 1

POS Control – Quick Guide

THE LOYALTY BOX is a combination of world-class technology, backed by a professional support team, ensuring that your program is a success.

Table of Contents

Capturing a Loyalty Sale.....	3
Redeeming Loyalty Points.....	3
Balance Enquiry.....	3
Support.....	4

Capturing a Loyalty sale

1. Treat as normal sale → Select Table number amount of people at table → select order → Click Pay → Select Yes when the below screen comes up (NOTE: Once you have clicked no you CANNOT go back)
2. Enter in The customer's Cell/Card Number → Click Done
3. Click Done
4. Finish off the sale as per normal

Redeeming Loyalty Points

1. Treat sale as per normal, When the customer wants to pay Click Rewards
2. Select Points
3. Enter in the amount that the customer wants to redeem
4. Click Accept to end off

Balance Enquiry

1. Click the green manager function button → Click more reports → Click Token Group Inquiry
2. Enter in the customer's cell number/card number → Click Done
3. The customer's balance will come up on the screen

Support

If you have any questions, please contact The Loyalty Box.

South African Contact Number: 010 020 0601

International Contact Number: (+27)10 020 0601

Email Address: support@theloyaltybox.com