Modifying Receipt Details

Smart 360 POS™

The feature allows the business to modify or update company information completed during the initial set up of Smart 360 POS.

1. Open your web browser. Go to http://backoffice.smart360pos.com
2. Enter the email and password provided, followed by clicking the Login button
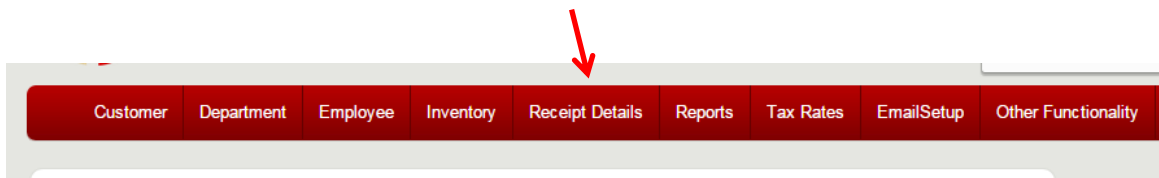
Email :

Password :

English ▼

☐ Remember UserName

Forgot Password   Click Here to Register

Log In

3. Select **Receipt Details** from the main screen option

Customer	Department	Employee	Inventory	Receipt Details	Reports	Tax Rates	EmailSetup	Other Functionality

RS Royal Sovereign

Please Do Not Return This Product To the Store

Need Help? Have Questions? Please call us
Monday – Friday from 8:30am to 5:30 (EST) at
1-866-961-6673
For additional product information, please visit our website:
www.royalsovereign.ca

QUICK REFERENCE GUIDE

Modifying Receipt Details

Time:	Tools:	Difficulty:
5 Minutes +	No Tools Required	Easy

Step 1

Continued

4. Modify the Receipt Detail information as required followed by pressing the Save button

Receipt Details

Store #:	8976
Store Name:	John's Convenience Store and Cafe
Address Line 1:	123 Main Street
Address Line 2:	Anytown, Anywhere, Canada, L8L 8L8
Contact No:	1-800-123-4567
Email ID:	
Footer Message :	Thank You For Your Business
	GST # 1234567890

Save

Congratulations!. You have successfully modified the receipt detail information . For more information, please refer to other Quick Reference Guides or for other details refer to: www.royalsovereign.ca