QUICK REFERENCE GUIDE

SMART 360 POS™

TABLET POINT OF SALE SYSTEM

Package Contents

1 - 10" Tablet with Pre-installed Smart 360 POS™ Software
1 - Power Adapter (for 10" Tablet)
1 - Tablet Stand with Locking Key
1 - Bluetooth Receipt Printer
1 - Power Adapter (for receipt printer)
1 - Receipt Paper (test roll)
1 - 24 Volt Cash Drawer
1 - RJ11 Cable
1 - USB Connector

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1-866-961-6673

For additional product information, please visit our website:
www.royalsovereign.ca

Hardware Set-Up

Step 1

French Notification

English is the tablet's default language.. If English is the preferred language, proceed to **Step A – Tablet Setting up Wi-Fi Connection**. To change to French, proceed to the Setting Option and select Language and Input. **Language & input**

Setting Up Hardware - This Quick Start Guide assumes that Royal Sovereign's Smart 360 POS™ hardware is being utilized.

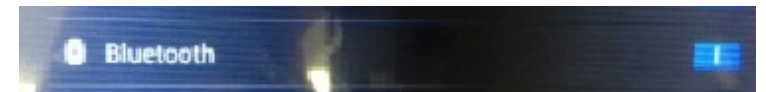#### A) Tablet - Setting up Wi-Fi Connection

1. Connect the supplied power supply to the tablet. Turn Tablet 'ON'.

2. Press the Home Button on the tablet.

3. Press the setting option. Turn the Wi-Fi button ON

4. Connect to your Wi-Fi network. Once successfully connected to your Wi-Fi network, press the back (return) button.

B) Connecting Cash Drawer to Bluetooth Receipt Printer

1. Connect the RJ11 cable to the bottom of the cash drawer.

2. Connect the other end of the RJ11 cable to the bluetooth receipt printer.

3. Connect the supplied power supply to the bluetooth receipt printer.

4. Turn the receipt printer ON.

Hardware Set-Up
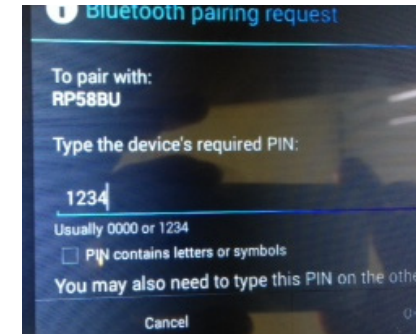
Step 1

C) Pairing Tablet to Bluetooth Printer

1. Press the Home button on the tablet

2. Press the setting option. Turn the bluetooth setting ON

Bluetooth
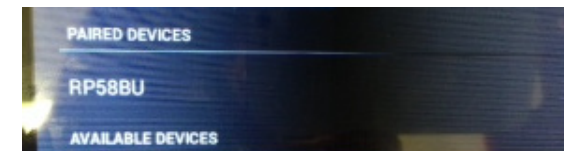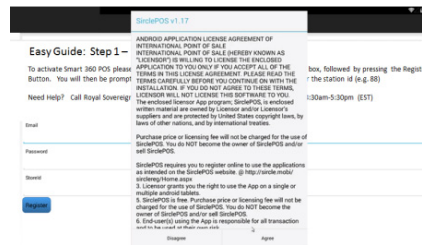
3. Select the RP58BU device

RP58BU

4. Enter code '1234' and press connect

Bluetooth pairing request
To pair with:
RP58BU
Type the device's required PIN:
1234
Usually 0000 or 1234
☐ PIN contains letters or symbols
You may also need to type this PIN on the othe
Cancel

5. Your connection should now be paired

PAIRED DEVICES
RP58BU
AVAILABLE DEVICES

2:39 PM

6. Press the back button until returning back to the main screen

Congratulations! Hardware set up is now completed

Setting Up System

D) Registering Software

1. Press the setting option

2. Select Smart 360 POS™

3. Proceed with Registering the Software. You will need to accept the licencing terms and agreement.

4. Enter the following information supplied to you in the box followed by pressing the **Register** button

   Email: _____

   Password: _____

   Store ID: _____

5. Complete the Customer Information followed by pressing the **Continue** button

6. A new Unique Station ID notification will appear.
   Enter any two digit integer (e.g. 56), followed by pressing the **Create** button

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E) Receipt Details and Country Selection

1. This step allows you to set up your company details. It includes information which will be printed on your company's printed receipt. Enter information as indicated below.

Note: A store number can be any 4 digit number. For example, Store 1234. (Must be numeric)

Easy Guide: Step 2 - Receipt Details

Store Number	1234
Store Name	Royal Sovereign International Inc
Address Line 1	123 Main Street, Anytown,
Address Line 2	Anywhere, L1T 4P5
Contact No.	1-800-123-4567
Email ID	ca.support@royalsovereign.ca
Footer Message	Thank You for Your Business
	GST# 1234567890
	HST# 0987654321

F) Setting Tax Rates and Inventory Set Up Option

1. From the drop down menu, select the Province /State of your business. For Canada, the tax rates are preset to match the provincial tax rate system. To change these settings, simply change the setting from the drop down boxes. When complete, press submit.

Easy Guide: Step 3 - Setting Tax Rates

Use the drop down menu to select your province. Adjust the tax rate(if required).

Province of Sale:		British Columbia
GST:		5.0 %
PST:		7.0 %
HST:		0.0 %

Submit

2. An inventory set up option will now appear on your screen. You have the option to set up the inventory now, or later.

Note: Unless you already have an excel spreadsheet set up already or plan to spend time now to set up each item in inventory, we recommend you press NO. By pressing NO, you can immediately begin basic sales transactions with Smart 360 POS™.

Would you like to setup Departments and Inventories now?

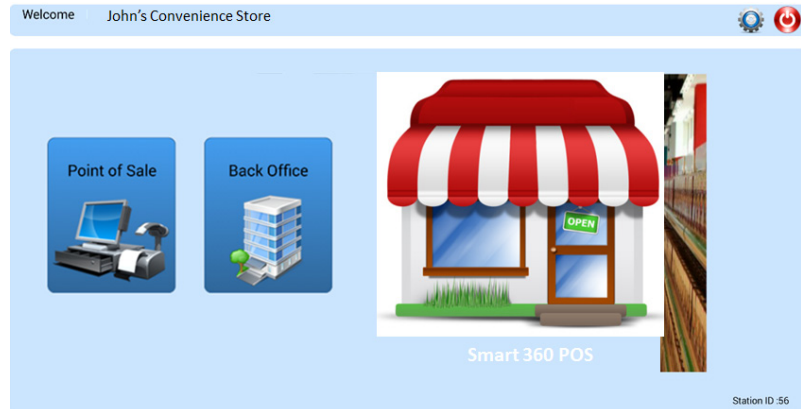| No	Yes

Congratulations! Initial Set up is complete

Main Screen

1. Enter the provided 4 digit Access ID code followed by pressing the Login Button.
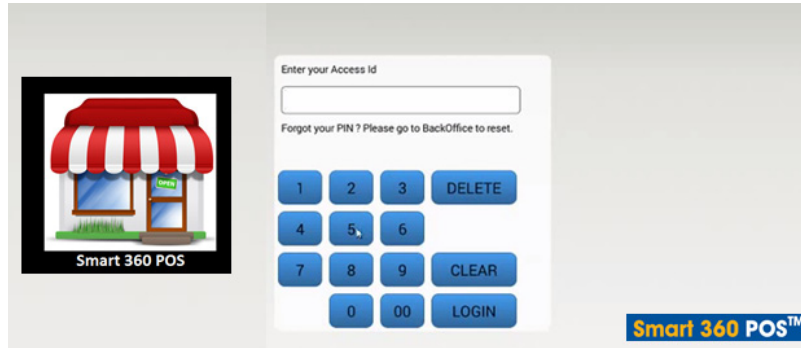
2. To enter the Point of Sale main screen, press the Point of Sale button.
   To enter Back Office - For changing settings, advanced settings, entering inventory - Press the Back Office Button.
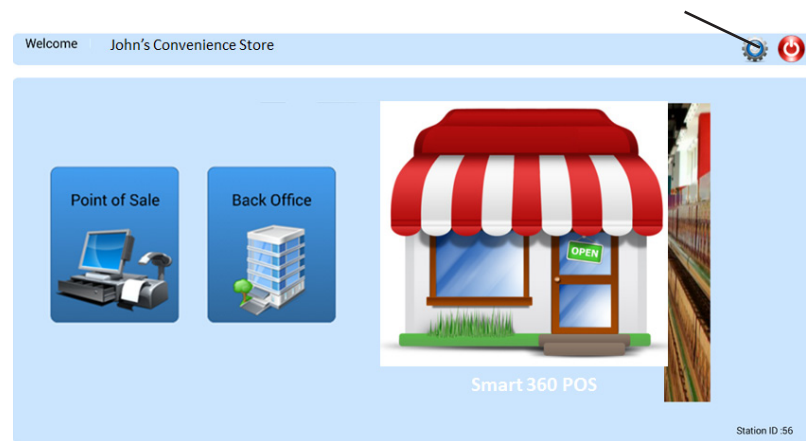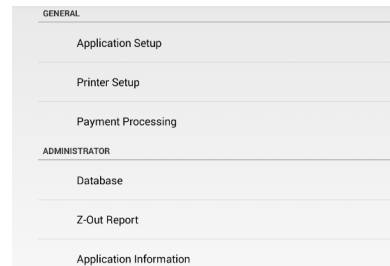
Syncing Printer to Smart 360 POS Software - In order to print a receipt, the printer must be connected (sync) with the tablet
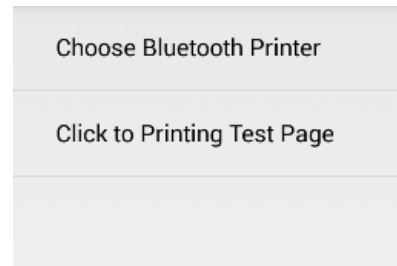
1. To activate the printer, press the Set Up button on the main screen button.

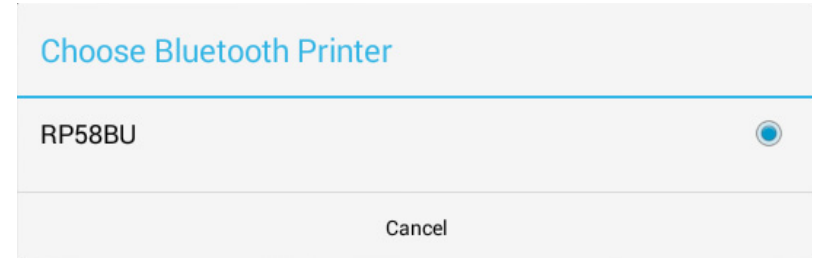2. Select the **Printer Setup** tab   next select **Choose Bluetooth Printer**

3. Under **Chose Bluetooth Printe**r, select RP58BU.

Choose Bluetooth Printer

RP58BU

Cancel

4. Once selected, press the **Back** button

5. Insert receipt printer into printer (paper under as shown)

Congratulations!

You have completed the main set up of Smart 360 POS™.

You can now enter basic sales transactions.

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