

SmartReceipt



Comtrex POS Configuration

Version 2.0

Comtrex POS Configuration Instructions

START > This document assumes that you have completed steps 1-8 of the SmartReceipt Installation Instructions for Windows Printers found at: <https://install.receipt.com>

If you have not yet completed these steps, please do so before proceeding with the instructions in this document.

For Stores With Multiple Point-of-Sales:

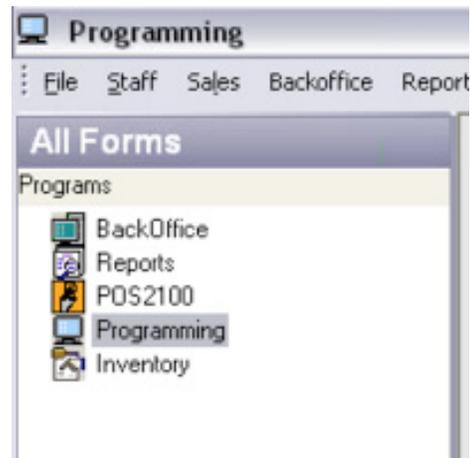
The Comtrex POS uses a dynamic link library (dll) that writes text files to the server using the name of the receipt printer. As such, each printer will need to have a unique name. If you are only installing on one POS, skip to step 6. Otherwise, see below, for how to Configure SmartReceipt on multiple terminals:

1. Click **Start > Settings > Printers & Faxes**.
2. Right-Click on the 'SmartReceipt' printer and select **Rename**.
3. Rename the printer 'SmartReceipt1' for your first terminal, 'SmartReceipt2' for your second terminal, etc...
4. Close Printers & Faxes. From your Desktop, click on **SmartReceipt Configuration**.
5. Click on the **Configuration tab**. Click on the dropdown for Select the SmartReceipt Printer and select the printer you renamed in step 3. Click **Save**.

Configuring the POS:

6. From the desktop, click on **WinRemote** to connect to the server.
7. Once connected, click on **Backoffice** to open the Comtrex Backoffice.

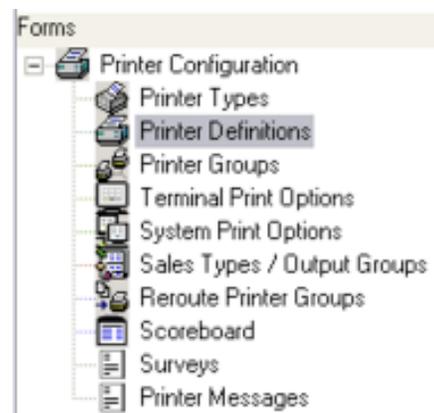
8. Enter your username and password.
9. In the top left portion of the screen, select **Programming**.



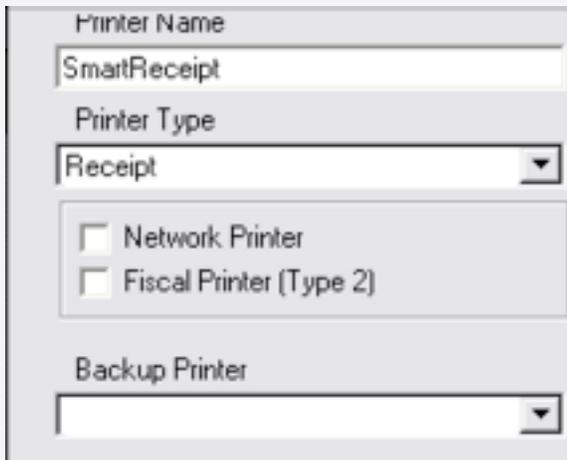
10. Click on **Printer Configuration**.



11. Under Forms, click on **Printer Definitions**.



12. Under Printer Name, type the SmartReceipt printer name you entered in Step 3 of these instructions. If you did not have to rename your printer because you are only installing on one POS, type **'SmartReceipt'**.



Printer Name
SmartReceipt

Printer Type
Receipt

Network Printer
 Fiscal Printer (Type 2)

Backup Printer

13. Under Forms, click **Terminal Print Options**. Ensure that both 'Print Check at EOS' and 'Cash Bar Receipt' are checked. Save Changes.
14. Under Forms, click **Sales Type/Output Group**.
15. Click on the tab for **Output 1-4**.
16. Ensure that the printer name you entered in Step 12 is selected in the first drop down under group 1. **Save Changes**.
17. Open POS2100 and run a transaction. SmartReceipt should now be in the print stream and a receipt should print.

Please refer back to Step 9 of the SmartReceipt Installation Guide for Next Steps.