

# How to create logins for HDPOS smart CS?



HDPOS smart Tutorials

When **HDPOS smart-CS** is purchased, you have to install server and clients (minimum 2 clients and maximum can be any). When you install the HDPOS smart.CS clients, you need to create separate logins for each client, so that all transactions will not get mixed up.

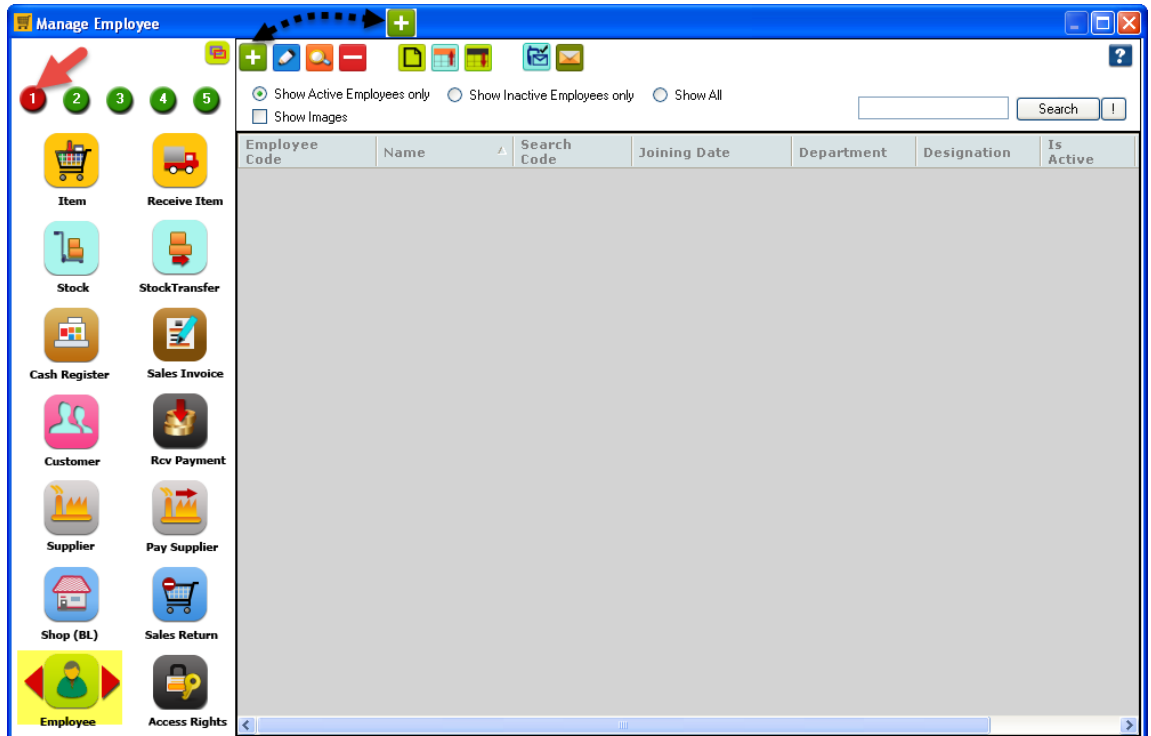
To create a login for a **HDPOS smart.CS** client, follow the steps below.

1. Run **HDPOS smart.CS**. From the main screen, click on **Set-Up**.

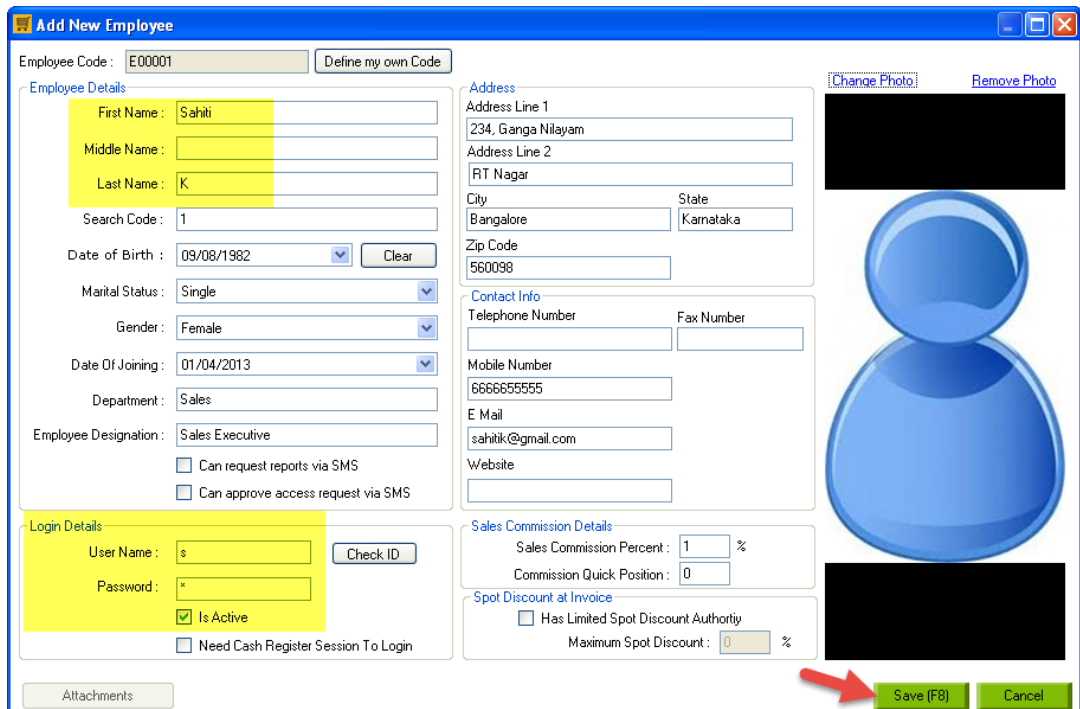
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2. Go to 1<sup>st</sup> page of Set-Up. Click on **Employee**. Create an employee who will access the client computer.
  - a. In **Manage Employee** screen, click on **Add New Employee** button.



- b. Enter all required details along with **Login ID** and **Password**.

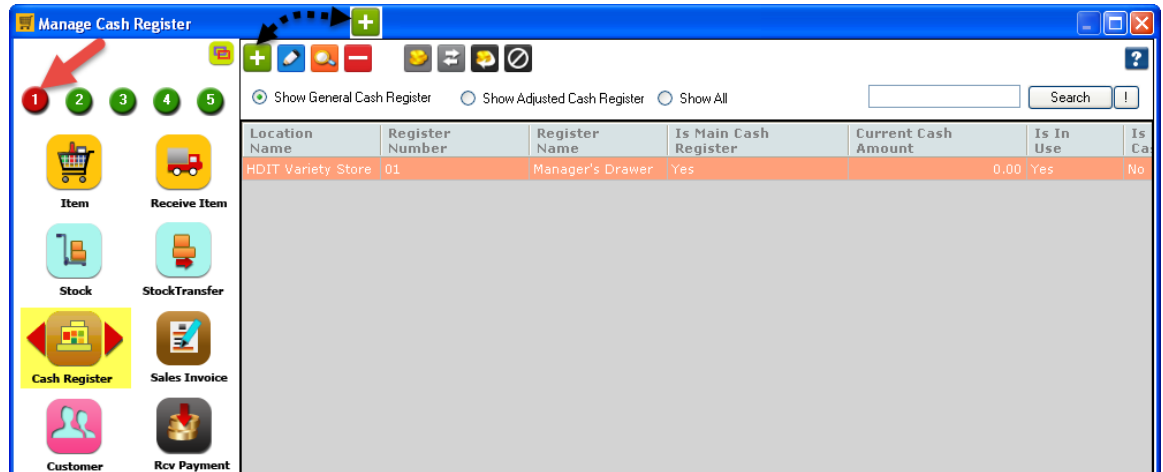


- c. Click on **Save**.

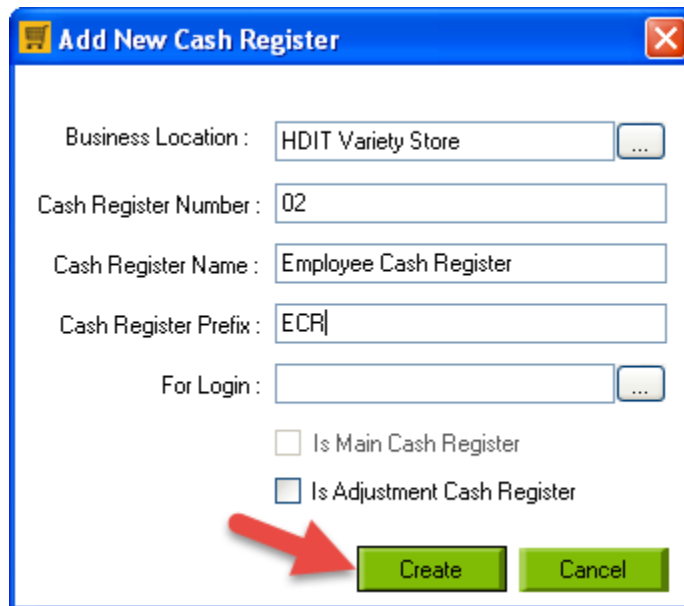
3. Repeat Step2 to create as many employees as you have.



4. In the 1<sup>st</sup> page of Set-Up, click on **Cash Register**. Create a new cash register for the Client computer.
  - a. In **Manage Cash Register** screen, click on **Add New Cash Register** button.



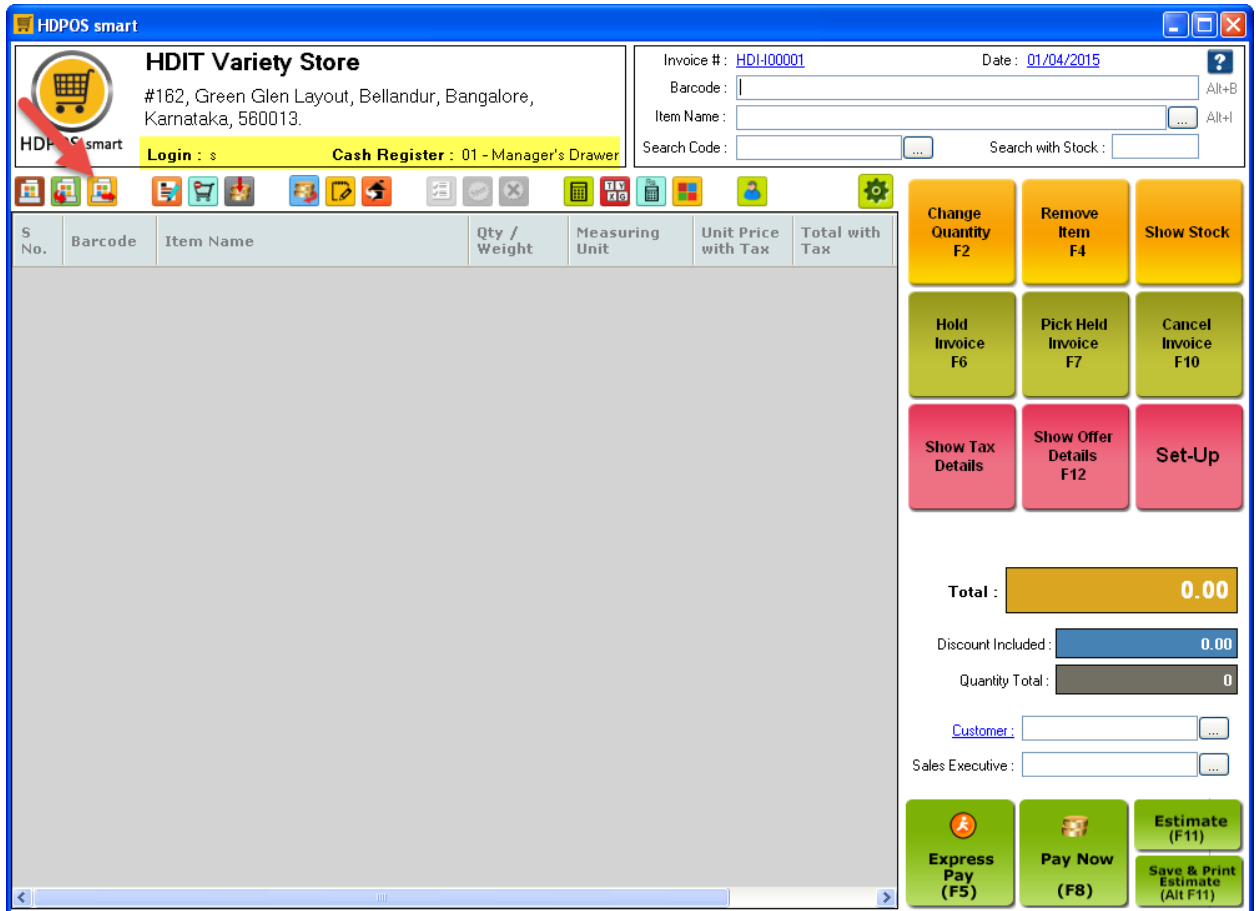
- b. Enter all required details and click on **Create**.



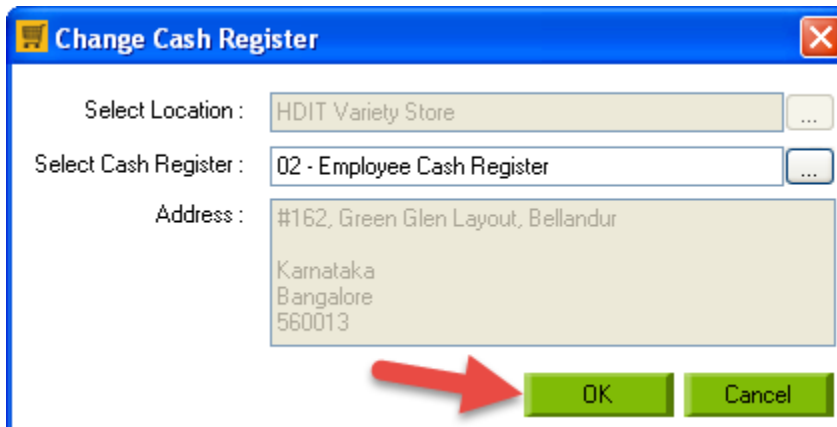
5. Repeat Step3 to create cash registers for each HDPOS smart Client computer you have.
6. After creating all employees and cash registers, restart **HDPOS smart.CS**.
7. You will see the window for User Id and Password. Here you can enter the default user Id &password or any employee's user ID and password to login.



8. HDPOSsmart.CS will be opened for you with default cash register that is Manager's Cash Drawer. If you want to change the cash register, click on the **Change Cash Register** button as shown below.



9. You will see the following screen, select the cash register you want and click on **OK**. Continue to work with HDPOS smart.CS.



10. Whatever transaction you do after changing the cash register all the transactions will be directed to the changed Cash Register only.