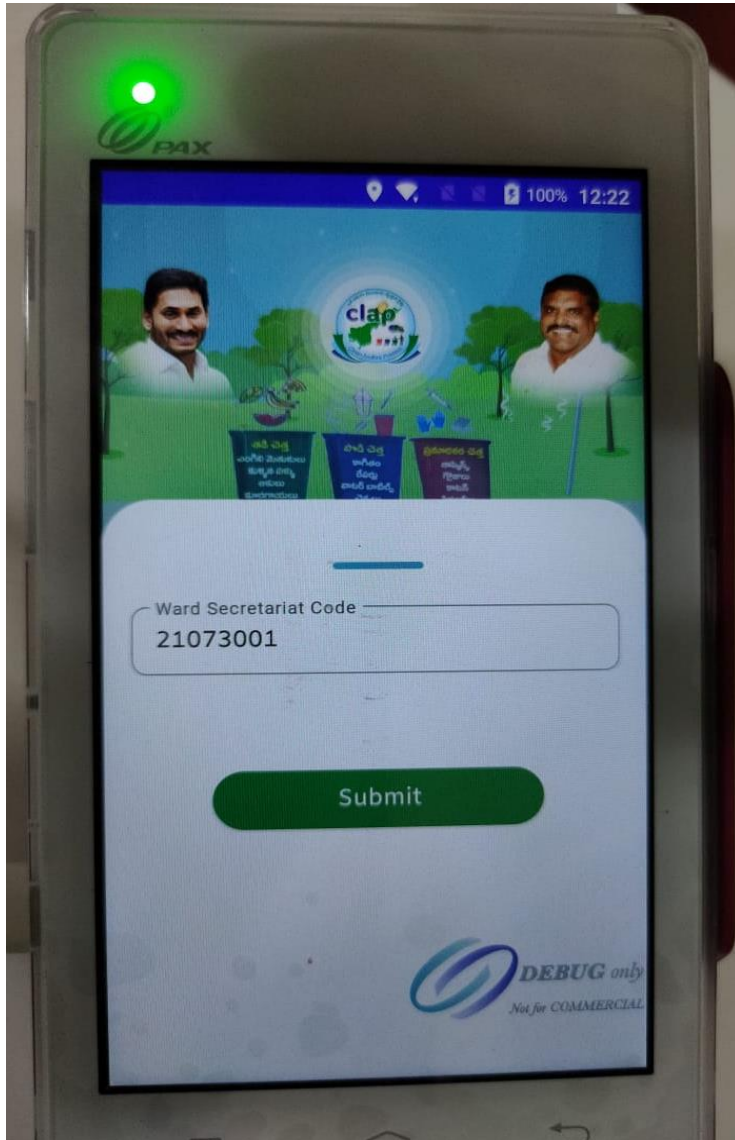
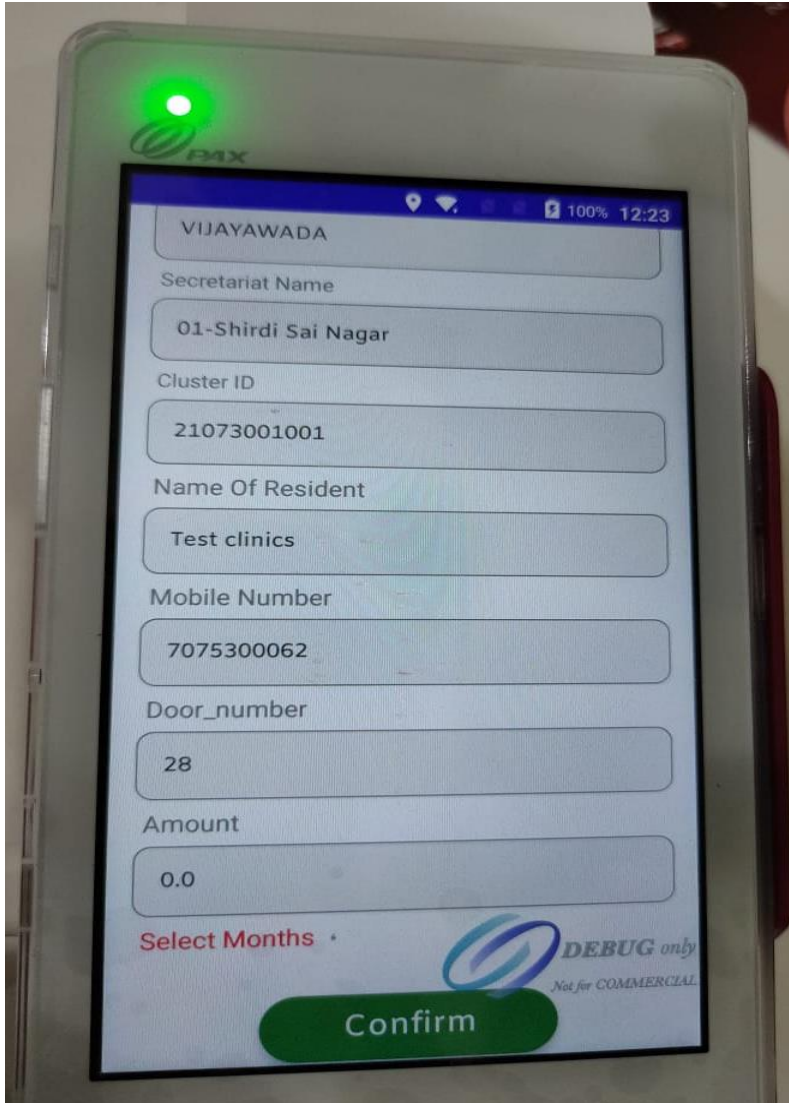


User manual for the POS Machine



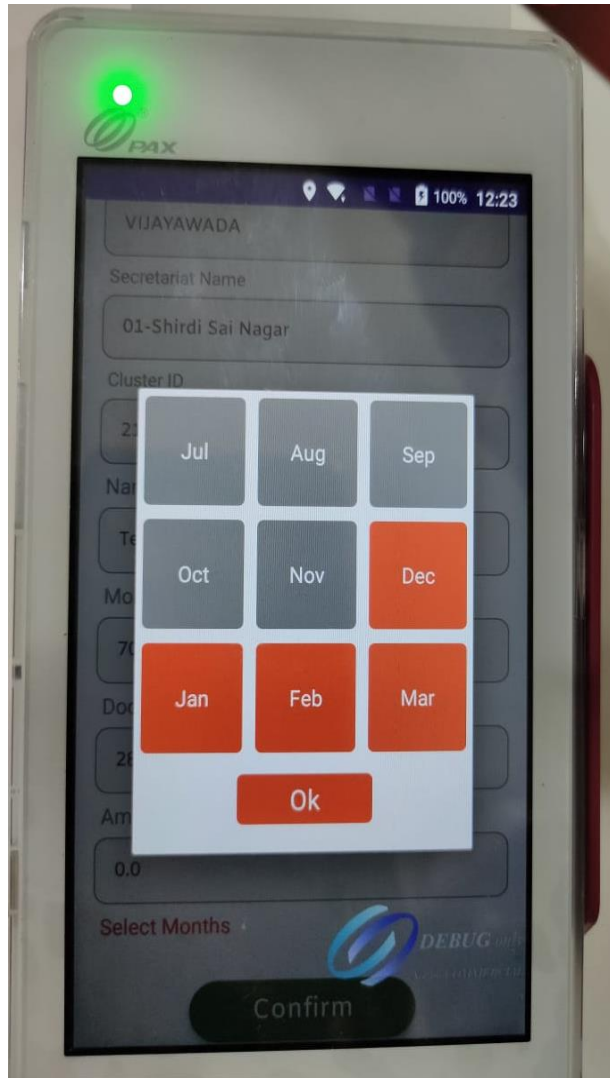
Entering the Ward Secretariat Code : The respective ward sanitation secretary will be entering his/her WS Code

Note: A particular device is mapped to one ward secreteriate code only and can not be changed. Hence the Ward secretariate should use only his/her registered device only.

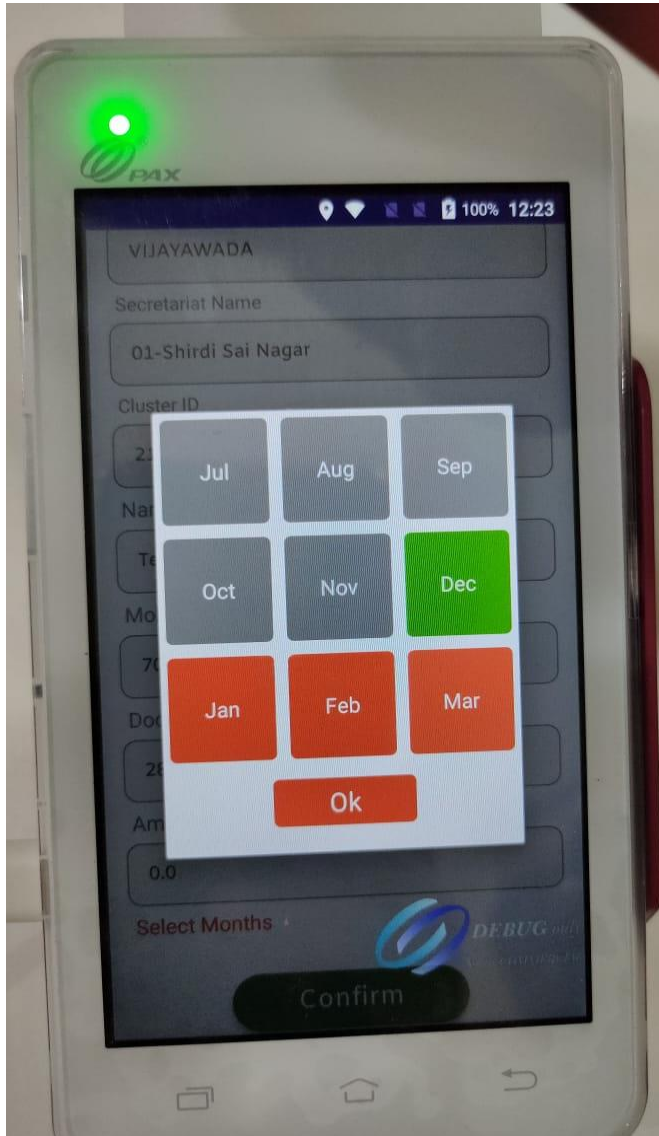


Residential screen: After the WS clicks on the search button the residential screen is displayed (If the WS chooses for residential then the adjacent screen shows up) where a WS can check the details such as secretariat name , cluster ID , Name of the resident , door number.

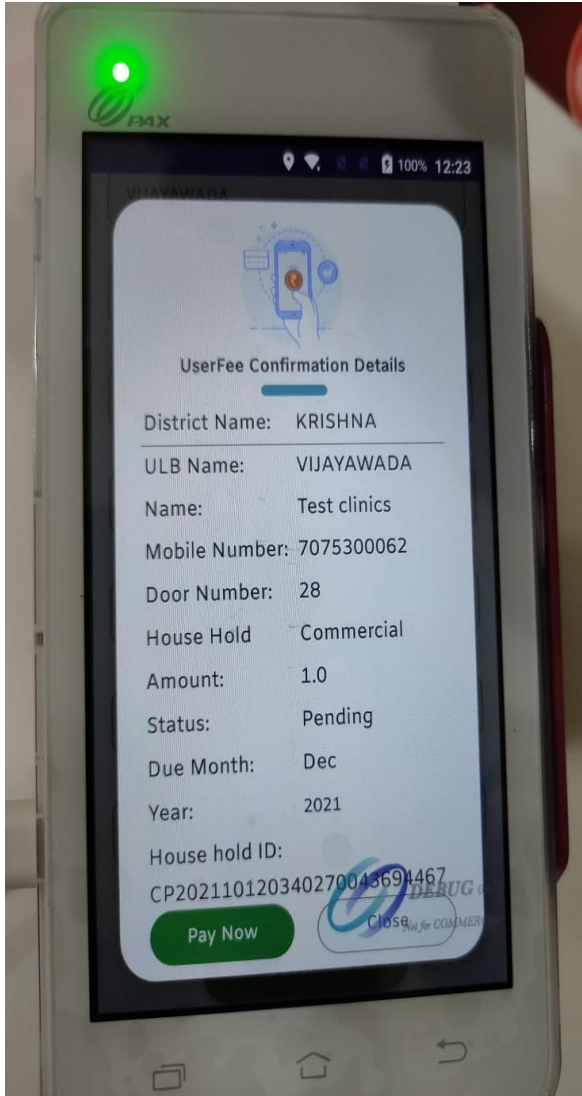
And WS has to click on the “SELECT MONTHS” option displayed below the amount field, to select the months for payment.



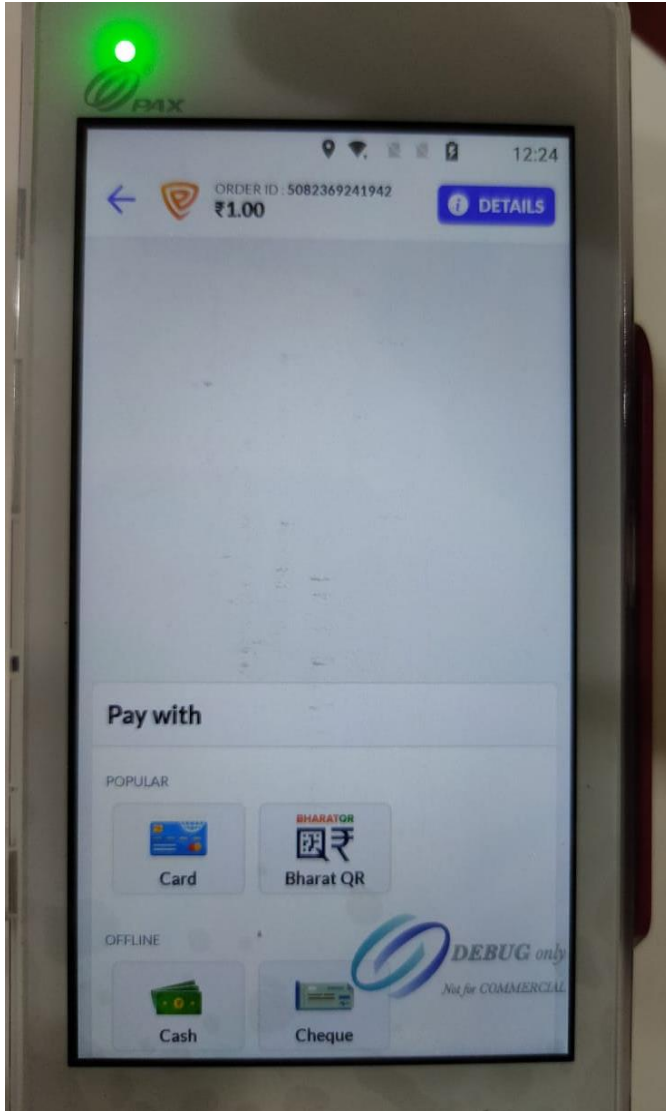
Selection of months : WS can select the months to be paid. Here the GREY color-coding option is given to show that it is already paid, and RED color coding is yet to be paid.



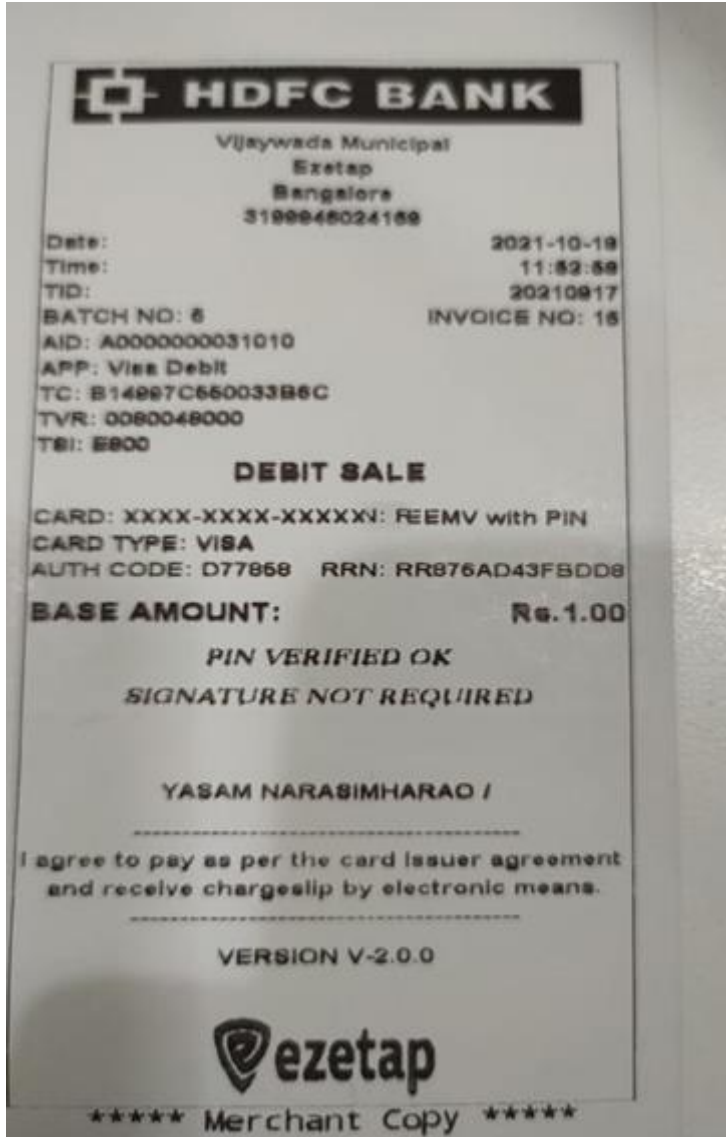
Selection of months :When WS selects a particular month the color changes from RED to GREEN which confirms the months to be paid.



Payment confirmation screen : After the WS clicks on the button “PAY NOW” he/she will be redirected to payment screen where he/she can review the amount , month paying for and all the other fields.



Choosing the mode of payment : A WS can choose various modes of payments to be done by “CASH , CARD – Credit/Debit , QR”.



This is the receipt generated by the POS machine after successful transaction.

Note: WS can print two types of copies:

1. Merchant copy
2. Customer copy (Given to the citizen)

Thank You