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**AUTOMATED POSTING**

A Select Product of Cougar Mountain Software

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## **Automated Posting**

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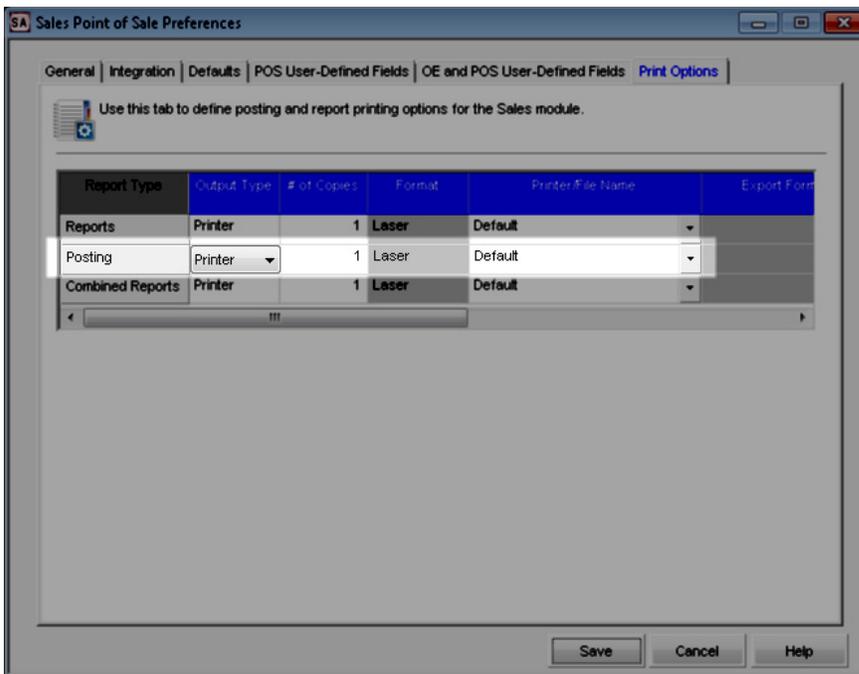
# Automated Posting Overview

The Automated Posting Select Product allows you to schedule posting so it occurs without user interaction at a time you specify. Before you schedule posting, print and review the Edit Report for all registers. You must also balance the registers you want to post because only balanced registers in Point of Sale post. Refer to the Sales Administrator User's Guide or online help for more information about balancing your registers and printing the Edit Reports.

**NOTE:** *If you are using an Appliance machine, you must use this product with the Paperless Posting product.*

## Setting Up Automated Posting

In Point of Sale Module Preferences, select the Posting Output Type as *Printer* and deselect the check box in the **Edit** column. This allows posting to print to the selected printer without user interaction.



**Figure 1:** *Sales Point of Sale Preferences, Print Options tab*

You can also select to print to a file, but if you do so without purchasing the Paperless Posting Select Product, the system will overwrite the file after each posting.

After you set up Module Preferences to handle automated posting, you must create a Scheduled Task to use this feature.

## Scheduling Automated Posting in Windows

To schedule automated posting, you need to set up a scheduled task through Windows® to define when you want posting to start.

The method for scheduling a task in Windows depends on your operating system. Refer to the documentation that came with your operating system for information on scheduling a task.

In the schedule task window, you also need to update the **Run** field with the following information:

Start Location: "C:\Program Files\Cougar Mountain Software\Denali\CMSMA32.exe"

-dc: default company or organization

-cu: company user (user must have rights to post in Point of Sale)

-cp: company user password (only if the user has a password)

-pt: posts balanced Point of Sale registers

Depending on your system configuration, the command in the **Run** field might look like this:

"C:\Program Files\Cougar Mountain Software\Denali\CMSMA32.exe" -dc DMOACT -cu SUP -cp ABC1234 -pt

After you schedule automated posting in Windows, posting will take place at the time you specified and your posting reports will either print to your selected printer or if you purchased and set up the Paperless Posting Select Product, it will print to a file.

## Troubleshooting Automated Posting

If you run into problems when you use the Automated Posting feature, you can use the Windows Event Viewer to determine what the issue is and then correct it. A warning appears in the Viewer that indicates where the problem occurred. Refer to the documentation that came with your operating system for information on using the Event Viewer.

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