

Quebec SRM Fiscal Memory Device User Guide

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1 Introduction

This guide is designed to help users integrate and configure the Quebec SRM fiscal memory device on the Revel POS system. We will cover how to add your SRM device onto the Management Console, how to configure provincial taxes, how to configure the device on the iPad POS, and how to reprint fiscal and non-fiscal receipts.

2 Adding The SRM Device

Prior to adding the fiscal memory device to the Revel system, please make sure your establishment is configured to an address in the Quebec province. To do this, and to add the SRM fiscal memory device to the system, please contact Revel Technical Support.

3 Configuring Taxes


The Revel system can recognize and process Quebec taxes for fiscal devices. In order to configure this functionality, the "Tax Country" setting must be set to Canada-Quebec, and the "Enable Fiscal Rate" setting must be enabled. These are both staff only settings, so you will need to contact Revel Systems Support if these settings need to be configured.

To configure Quebec taxes:

1. Navigate to the **Products > Taxes > Individual Taxes** page.
2. Click the "+Add Tax" option to add a new tax for the GST (Goods and Services Tax).

3. Click the "+Add Rate" option to add the GST tax rate.
4. Select "Math" as the rounding method.
5. Repeat steps 2 - 4 for the QST (Quebec Sales Tax). Click save when finished.

The screenshot displays two identical tax configuration sections for GST and QST. Each section has a header bar with the tax name, a rounding method dropdown set to 'Math', and a status checkbox. Below this is a table with columns: Tax Rate, Effective From, Effective To, and Tax Table. The 'Tax Rate' field contains '0'. Below the table is a '+ Add Rate' button.

6. Click the  icon to access the **Details** page for the configured tax.
7. In the "Fiscal Rate" field select the desired rate.

The screenshot shows the 'Tax Details' configuration page. On the left, under 'Select Desired Settings', a list of settings is shown with checkboxes: Tax Details, Tax Name, Current Rate, Fiscal rate, Rounding, Tax Table, Active, Agency, Order Types, Min Threshold, Max Threshold, Min Quantity Threshold, and Max Quantity Threshold. All are checked. On the right, under 'Change Desired Values', the 'Tax Details' section is expanded. It shows fields for Tax Name (GST), Current Rate (5), Fiscal rate (a dropdown menu with GST selected), Rounding (GST), Tax Table (Skip fiscal print), Active (checked), Agency, Order Types, Min Threshold, Max Threshold, Min Quantity Threshold, and Max Quantity Threshold.

8. Repeat Steps 6 - 7 for the other fiscal tax rate.

Once the fiscal rate taxes have been configured, they will need to be added to your Prevailing Tax Groups. Do this by navigating to the **Products > Taxes > Tax Groups > Prevailing Tax Groups** page and checking the boxes for the two fiscal taxes in the "Included Taxes" section.

New Tax Group
Prevailing Tax Group
Quebec Taxes
Untaxed Group

Included Products ?
The Prevailing Tax Group is a special Tax Group. It is used for all products which do not belong to other Tax Groups. Use this tax group to configure your default taxes, which apply to most of your products.

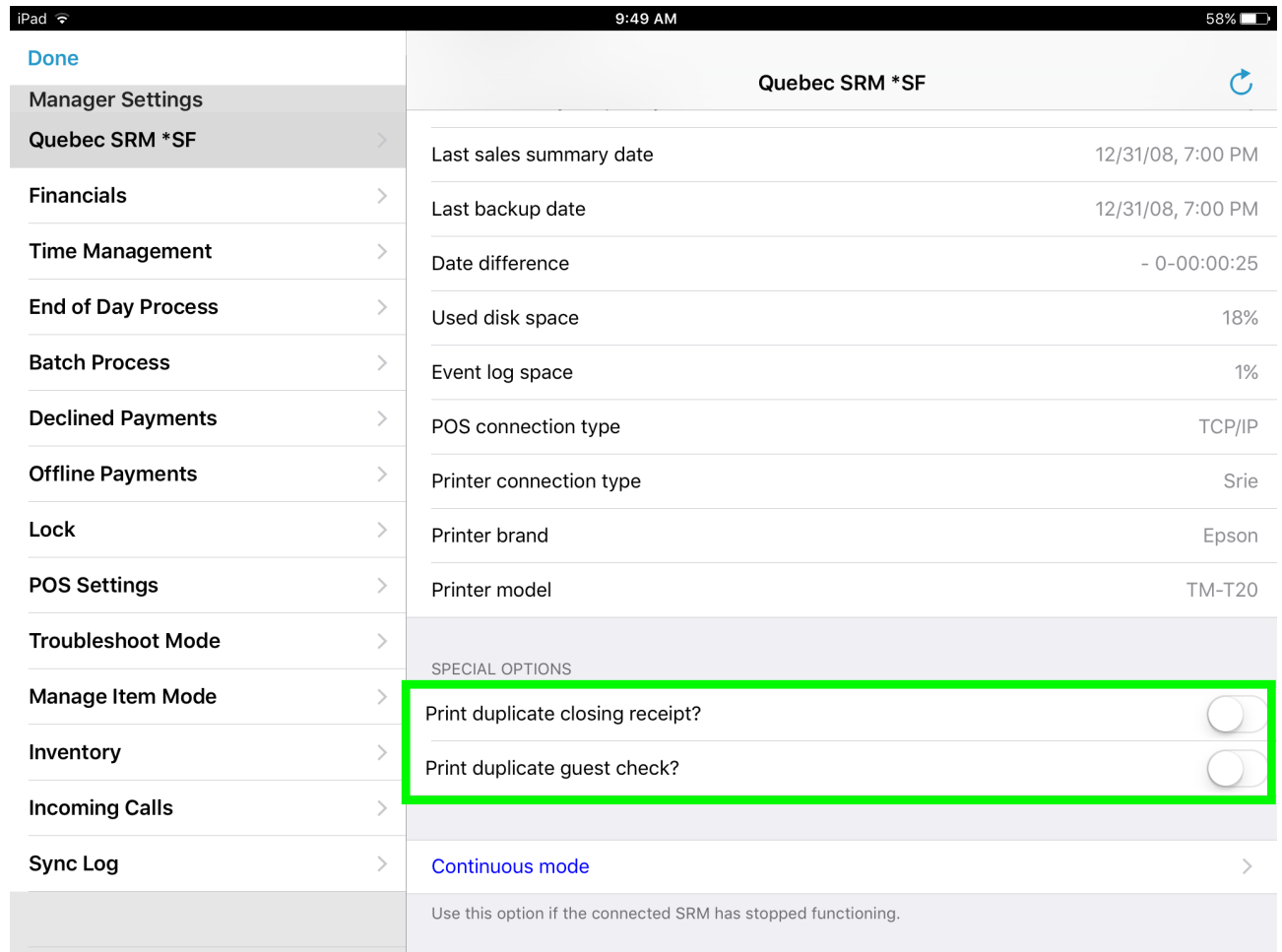
Included Taxes ?	Tax	Rate
<input type="checkbox"/>	15%TakeOut	15%
<input type="checkbox"/>	60%_Tax	60%
<input type="checkbox"/>	8%EatIn	8%
<input type="checkbox"/>	A&T	5%
<input type="checkbox"/>	BarcodeZeroTax	0%
<input type="checkbox"/>	Coupon Tax	0%
<input type="checkbox"/>	expired tax	0%
<input checked="" type="checkbox"/>	GST	5%
<input checked="" type="checkbox"/>	QST	9.975%
<input type="checkbox"/>	Untaxed	0%
<input type="checkbox"/>	XCoupon Tax	0%

4 Configuring the SRM Device on the POS

Once the SRM device has been added on the Management Console, users with access to the POS manager settings will have access to specific Quebec SRM settings. To access these settings, navigate to the **Settings > Manager** settings screen on the POS.

iPad 9:49 AM 58%	
Done	Quebec SRM *SF
Manager Settings	
Quebec SRM *SF	GENERAL INFORMATION
Financials	IP Address 192.168.22.253
Time Management	User credentials AAAA (9999999999)
End of Day Process	Serial number 10000101
Batch Process	Establishment name #1 Revenu Qubec
Declined Payments	Establishment name #2
Offline Payments	Establishment address #1 3800, rue De Marly
Lock	Establishment address #2 Qubec
POS Settings	Establishment address #3
Troubleshoot Mode	Software version v02.19
Manage Item Mode	Status Activ
Inventory	Status date 12/31/08, 7:00 PM
Incoming Calls	QST # 1234567890TQ1234
Sync Log	GST # 123456789RT1234
	Physical location 0001

As shown in the image above, this page gives general information about the Quebec SRM device, including the SRM User Code and Password. At the bottom of this screen, you can access the "Print duplicate closing receipts?" and "Print duplicate guest check?" options.

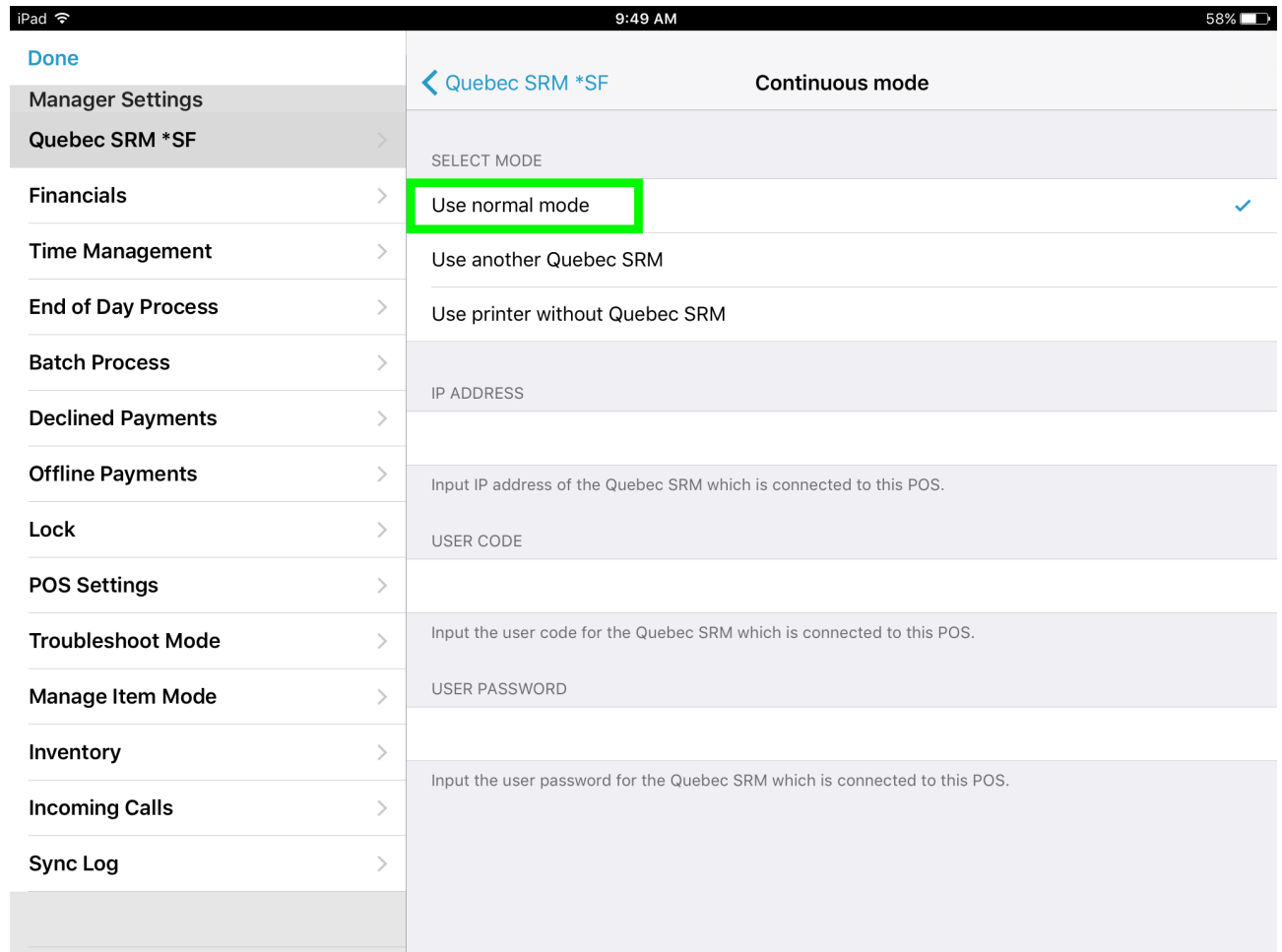


Using Continuous Mode

The SRM device's "continuous" mode allows you to continue normal operations and receipt printing if the SRM stops working. To access the continuous mode, tap the hyperlinked "Continuous mode" option at the bottom of the **Settings > Manager > Quebec SRM** settings screen. Once there, you will be able to choose from three different options.

Continuous Mode - Normal Mode

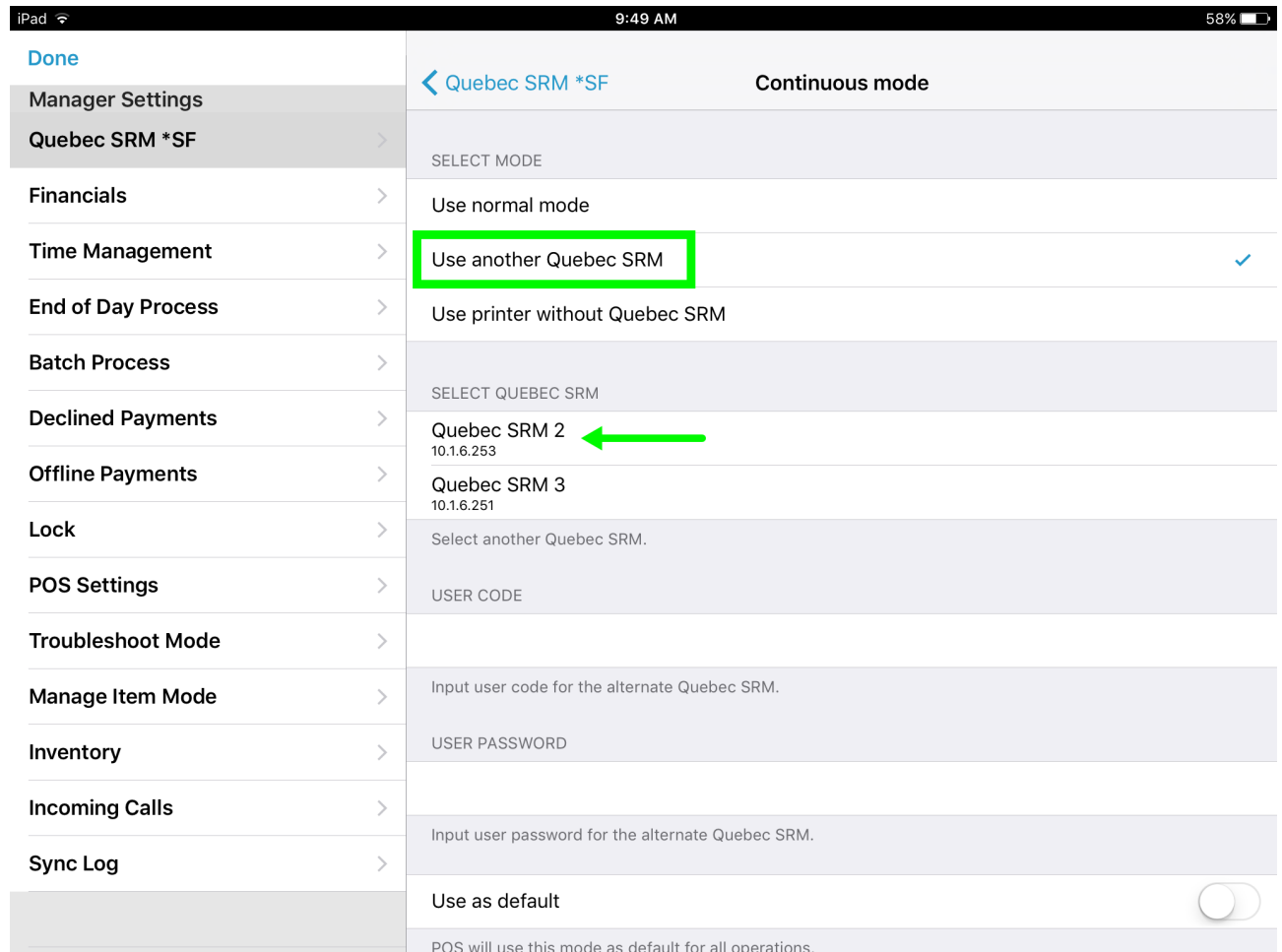
The Normal Mode options allow you to configure and connect to a separate SRM device from the POS. This option allows you to reconfigure a device locally, without having to access the Management Console. The POS will ignore any previously configured SRM devices on the Management Console in this mode. Tap the "Use normal mode" option to expose the fields needed to configure an alternative SRM.



You will need to enter the IP address, User Code, and User Password for the SRM device. Once done, the SRM credentials listed in the General Information section on the main Quebec SRM settings page will update.

Continuous Mode - Use Another Quebec SRM

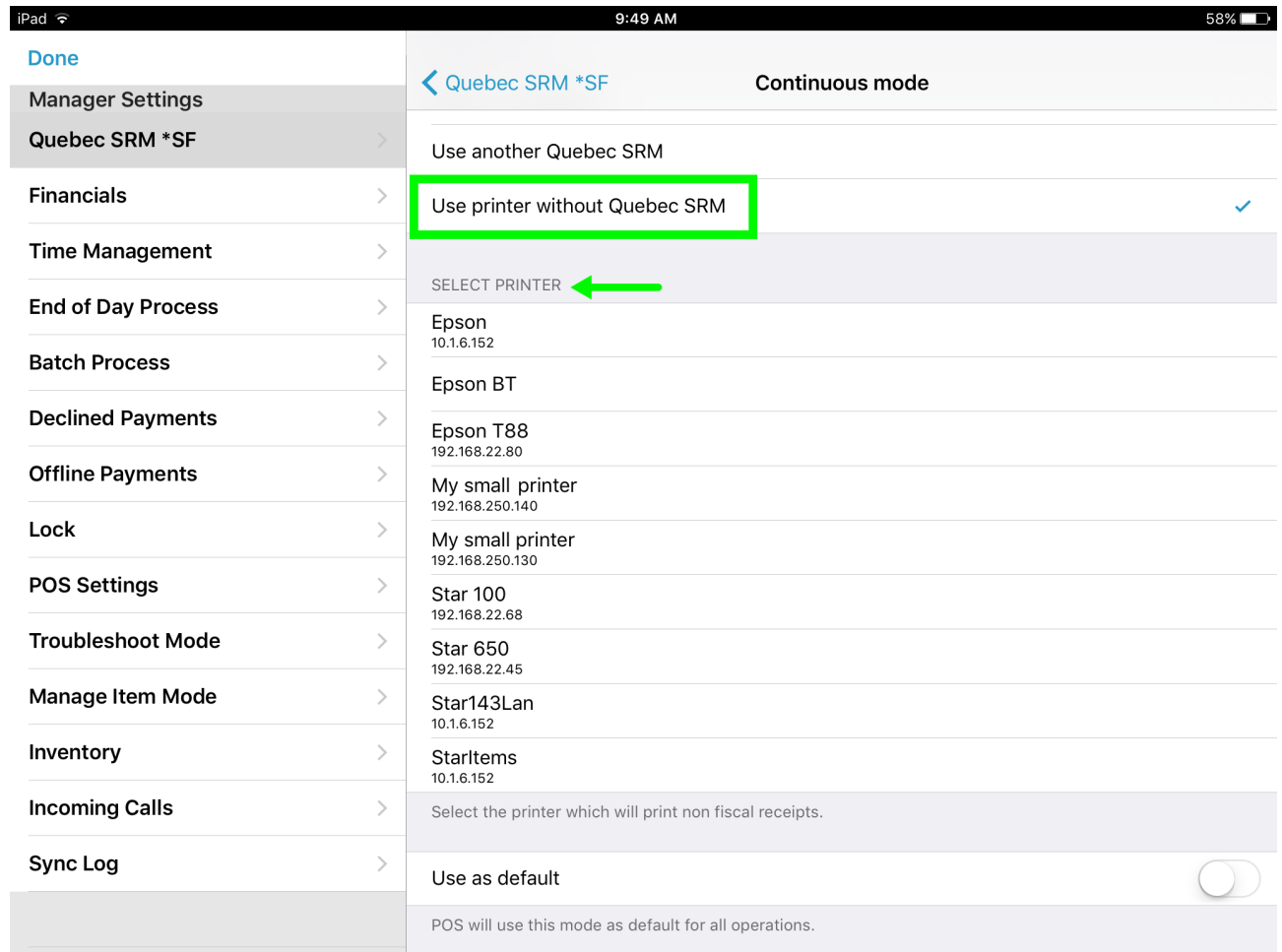
This section allows you to easily connect to other Quebec SRM devices that have also been configured on the Management Console. Simply tap a configured SRM device in the "Select Quebec SRM" section, as shown in the image below. Tap the "Use another Quebec SRM" option to expose the fields needed to select an alternative SRM.



The POS will use the user credentials specified on the Management Console for the selected SRM by default. You can enter an alternative IP address, User Code, and User Password for the SRM device if needed. Once done, the SRM credentials listed in the General Information section on the main Quebec SRM settings page will update. You can also select the "Use as default option" which will cause the POS to use this mode as its default for all operations. If default mode is not enable, the POS will continue to try and access the Quebec SRM as it would in non-continuous mode.

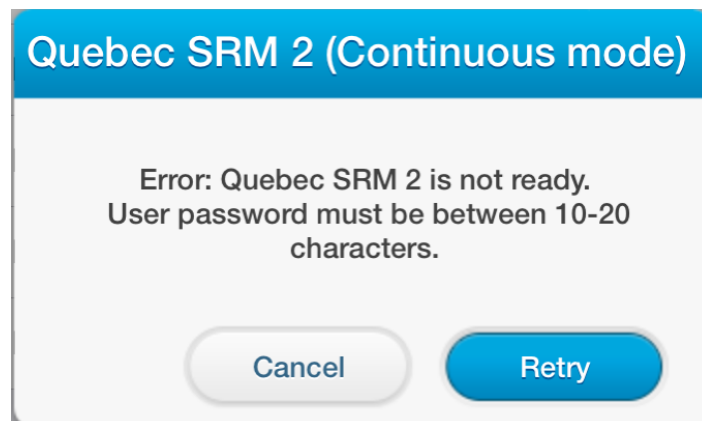
Continuous Mode - Print Without Quebec SRM

This mode allows you to bypass the SRM device, and send receipts directly to another configured printer. In this mode, transaction data WILL NOT be stored on an SRM device, and the receipts printed will be non fiscal receipts. Tap the "Use printer without Quebec SRM" option to expose the fields needed to select another printer.



You can also select the "Use as default option" which will cause the POS to use this mode as its default for all operations. If default mode is not enable, the POS will continue to try and access the Quebec SRM as it would in non-continuous mode.

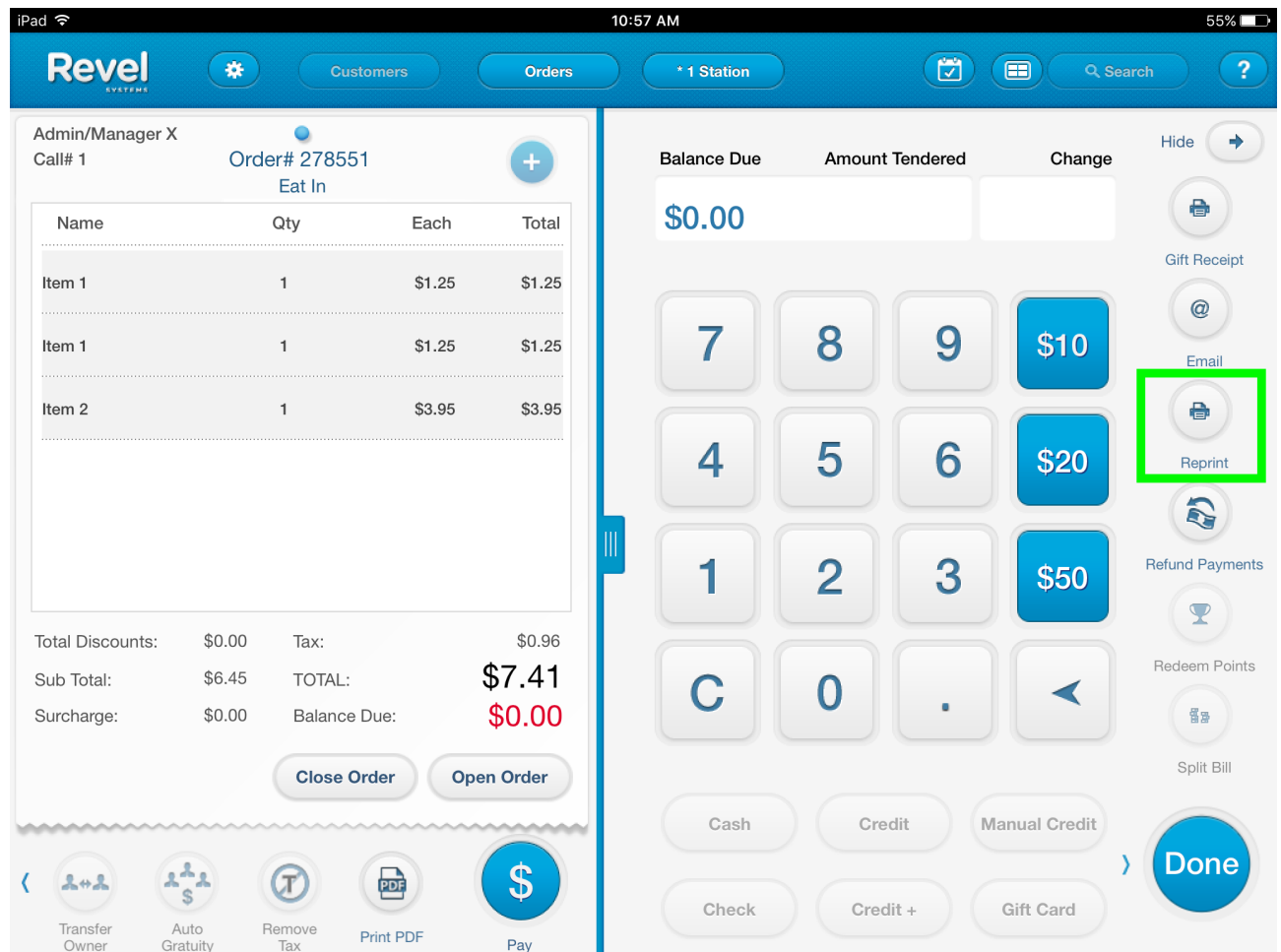
If the credentials entered on any of the continuous mode options do not match, the POS will return an error message, like the one shown in the image below.



5 Reprinting Receipts

From the order screen, users can reprint both fiscal and non fiscal receipts. To do so, perform the following:

1. Tap the **Orders** to call up the desired order using the options displayed on the drop down menu.
2. Once the order has been selected, tap the "Pay" button.
3. Tap the "Reprint" action icon, located on the right had side of the screen.



4. The POS will prompt you to either reprint a fiscal (customer) copy of the order receipt, or a non-fiscal duplicate copy for internal use. Select the option you wish to have by tapping the corresponding action buttons.

