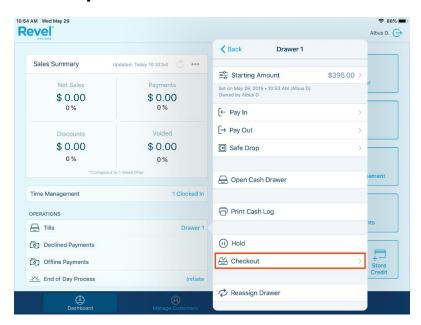


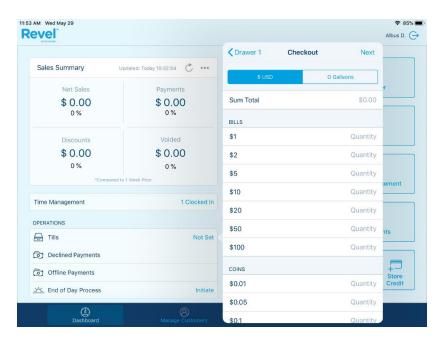
## **Closing a Till**



- 1. FROM THE DASHBOARD, TAP TILLS.
- 2. SELECT A TILL.
- 3. TAP CHECKOUT. (IF YOU HELD A TILL EARLIER, YOU WILL SEE THE TILL LISTED OPTION HERE).



4. ENTER EACH BILL TYPE OR COIN TYPE. THE TOTAL AMOUNT WILL CALCULATE AUTOMATICALLY.

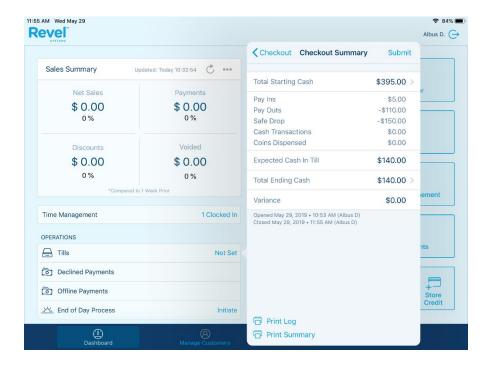




## **Closing a Till**



5. Next, tap Next to view the Checkout Summary. Verify that your cash amounts are correct. If you need to make adjustments, tap Checkout to return to the previous screen.



6. When everything is accurate, tap Submit. The till will close and send data to the server.