



KENSIUM

OrderPad

# Print the Receipt for the Saved Cart

Log in to the OrderPad, navigate to the Kensium POS, and click on the [Print Receipt] you will be redirected to the [Print Receipt] Screen.

The screenshot shows the Fusion POS dashboard. On the left is a dark sidebar with various menu items. The 'Print Receipt' option is highlighted in green, with an orange arrow pointing to it. The main content area shows a summary of business performance with metrics for Revenue (\$913.34), Tax (\$91.34), Shipping (\$35.00), and Quantity (5). Below this is a table of items and a product list.

Items	Total
1	\$157.78
1	\$78.89
3	\$298.89

Product	Price	Quantity
Bar Stool	\$68.00	1260
Desk	\$20.00	808

Print Receipt option

- The [Add New Print Receipt] option will be available on the top right-hand side of the screen.



Print Receipt posadmin

[Add New Print Receipt](#)

Filters | Default View | Columns

Actions 4 records found 20 per page 1 of 1

ID	Title	Status	Type	Created At	Action	Preview
1	Default Receipt Order	Enable	Order	Jan 16, 2024 11:12:23 AM	Edit	Preview
4	Default Receipt Saved Cart	Enable	Saved Cart	May 16, 2024 2:53:37 AM	Edit	Preview
5	Test	Enable	Order	Oct 25, 2024 7:17:26 AM	Edit	Preview
6	Test_2	Enable	Saved Cart	Oct 25, 2024 7:21:07 AM	Edit	Preview

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### Add New Print Receipt option

- We have two types of Receipts. Upon clicking on the [Add New Print Receipt] under the General Information the two available options for [Print Types] are as follows:
- Order
- Saved Cart

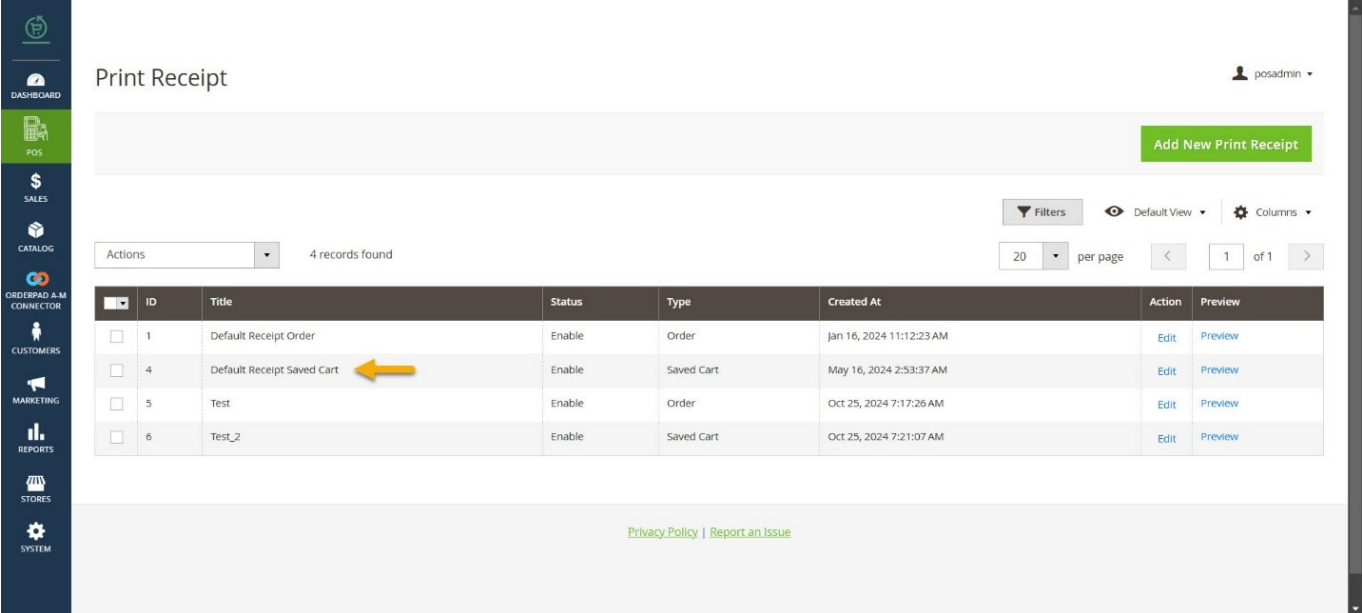


### Two types of Print Type

- If you select “Order” from the dropdown menu, you can view the menus for Header, Body, Items, Totals, Footer, and more.

Print Type is selected as [Order].

- ✘ If you select **[Print Type]** from the dropdown menu, you can view the menus for Header, Body, Items, Totals, Footer, and more.
- In OrderPad the application provides a [Default Print Receipt] for the Saved Cart that you can't edit.



Print Receipt posadmin

[Add New Print Receipt](#)

Filters Default View Columns

Actions 4 records found 20 per page 1 of 1

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On the Print Receipt Screen, you can view the default print receipt for the saved cart on the grid. Upon clicking the Edit option, you can view the setup for the [Default Receipt Saved Cart].



### System-defined Default Receipt Saved Cart

An alert message will appear if you wish to edit the default receipt.

#### Illustration:

To create a new print receipt with [Save Cart] follow the steps.

- Create a new print receipt with [Save Cart] type and enable all the options. The Print Type must be [Saved Cart].
- Navigate to Kensium POS -> Retail Location to add a new receipt. Create a Receipt with the Location.



Las Vegas posadmin

← Back Delete Save

General Information

Enable Status \*  Yes

Location Name \* Las Vegas

Source \* Las Vegas

Order Print Receipt \* Default Receipt Order

Saved Cart Print Receipt \* Default Receipt Saved Cart

Address Information

Street Address \* 817 Mesa Drive

Receipt created for Texas Location

- Now you will have 2 dropdowns. One is for the Order Print Receipt and the other is for the Save Cart Print Receipt.

Las Vegas posadmin

← Back Delete Save

General Information

Enable Status \*  Yes

Location Name \* Las Vegas

Source \* Las Vegas

Order Print Receipt \* Default Receipt Order

Saved Cart Print Receipt \*   
Default Receipt Saved Cart   
-- Please Select --   
Default Receipt Saved Cart   
Test\_2

Address Information

Street Address \* 817 Mesa Drive

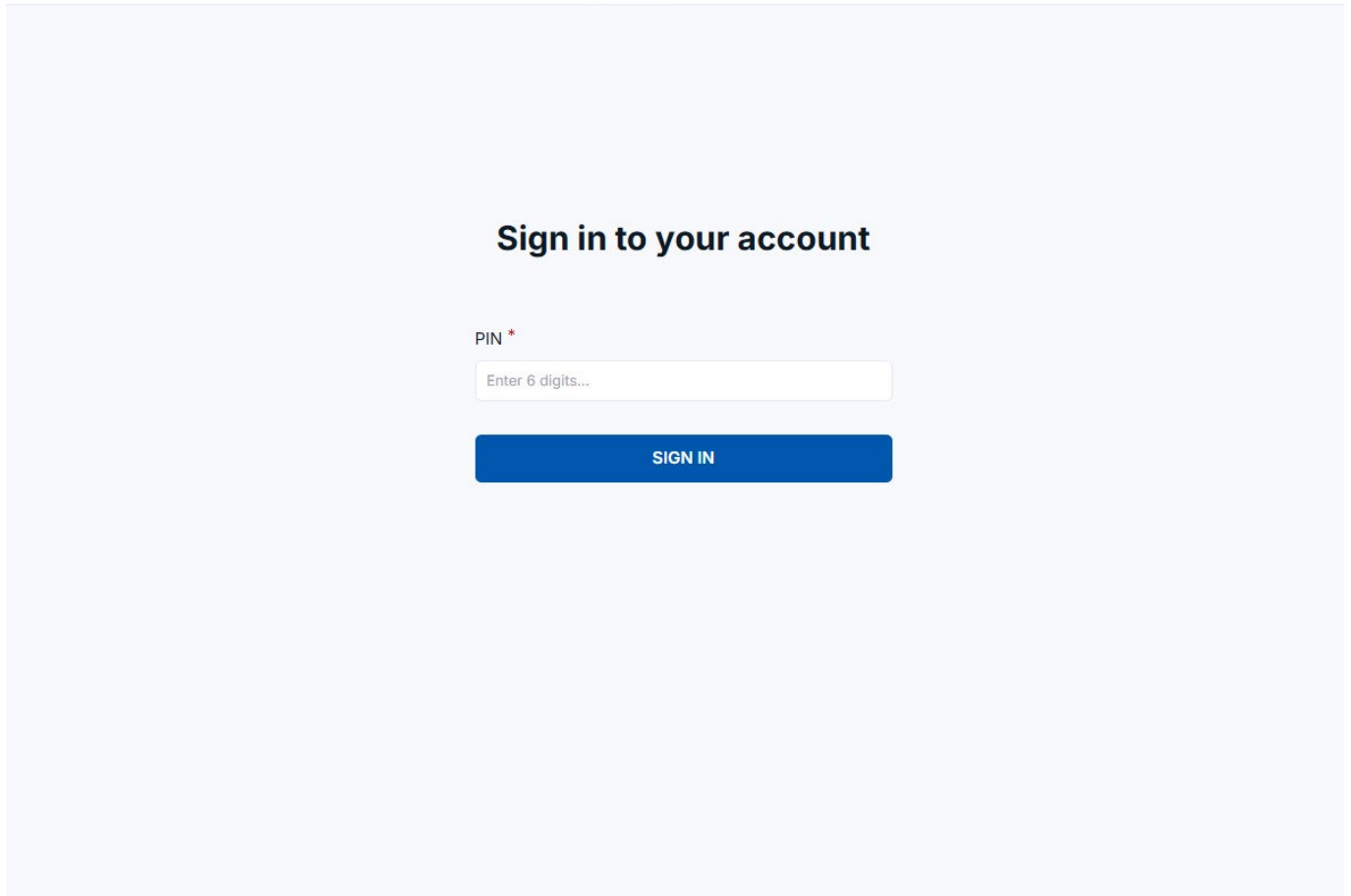
City \* Las Vegas

Country \* United States

Two dropdowns introduced.

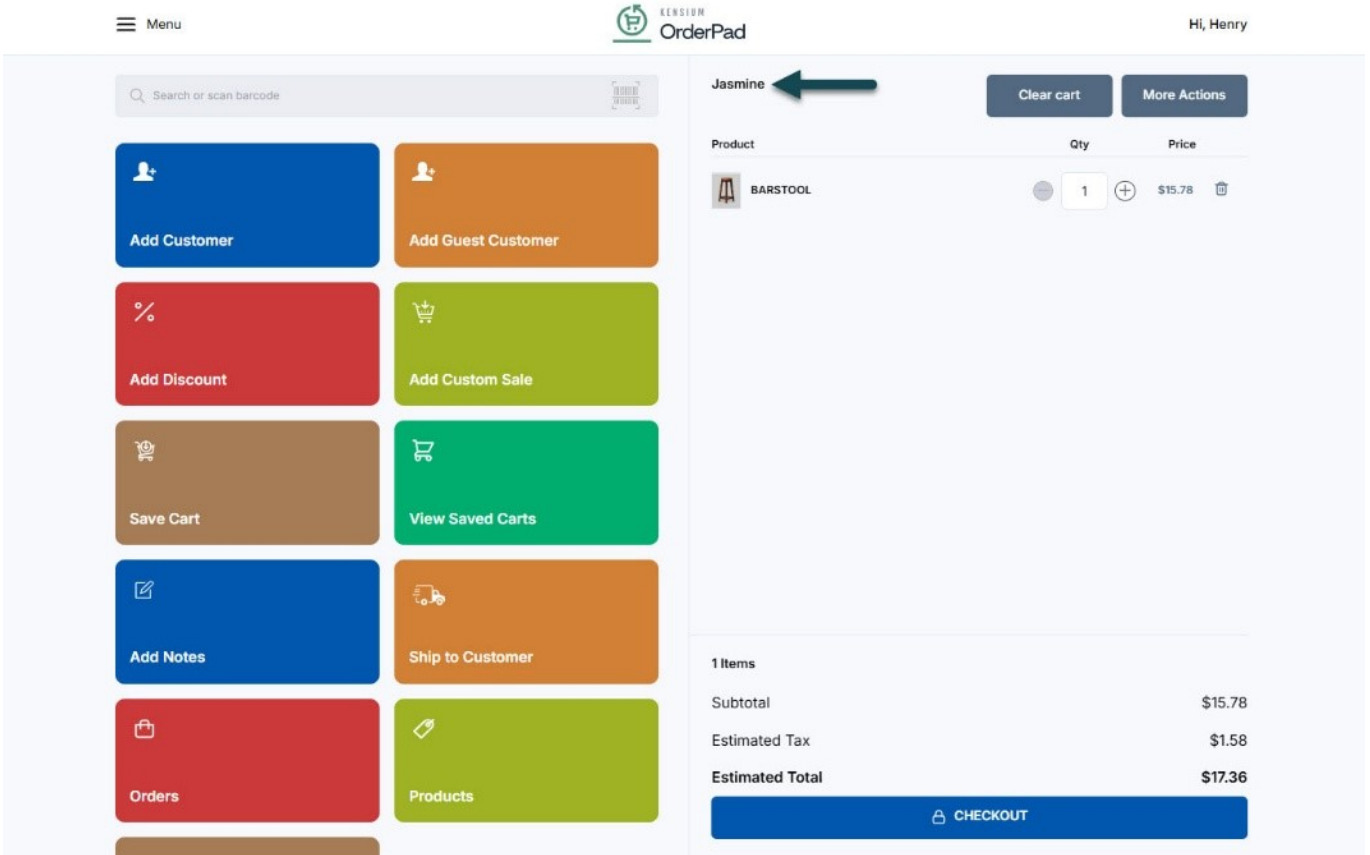


- Once the configuration is done, navigate to OrderPad and log in to the OrderPad.



Login to the OrderPad

- Select a Product from the OrderPad and select a customer.



Menu

Hi, Henry

Search or scan barcode

Clear cart More Actions

Jasmine

Product Qty Price

BARSTOOL 1 \$15.78

1 Items

Subtotal	\$15.78
Estimated Tax	\$1.58
<b>Estimated Total</b>	<b>\$17.36</b>

CHECKOUT

Menu items:

- Add Customer
- Add Guest Customer
- Add Discount
- Add Custom Sale
- Save Cart
- View Saved Carts
- Add Notes
- Ship to Customer
- Orders
- Products

### Adding the Customer

- Add some more products, allow a discount and save the cart. From the Menu, you can view the cart.



← Back

## Cart #1488

Total: \$17.3600

Lonovola Jasmine

Print Receipt

Email Receipt

SMS Text Receipt

### Items



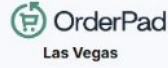
BARSTOOL

\$15.78

ADD TO CART

Review the items in the cart

- Click on the [Print Receipt]. Based on the configuration you can view the Print Receipt of the Saved Cart.



Jasmine Lonovola

Item	Price
<b>BARSTOOL</b> BARSTOOL	<b>\$15.78</b>
<b>Tax</b>	<b>\$1.58</b>
<b>Subtotal</b>	<b>\$15.78</b>
<b>Tax</b>	<b>\$1.58</b>
<b>Total</b>	<b>\$17.36</b>

December 26, 2024 at 04:16 AM

Cart: # 1488  
817 Mesa Drive  
Las Vegas, 89101  
United States  
+919949293939

Saved Cart Details based on the Configuration