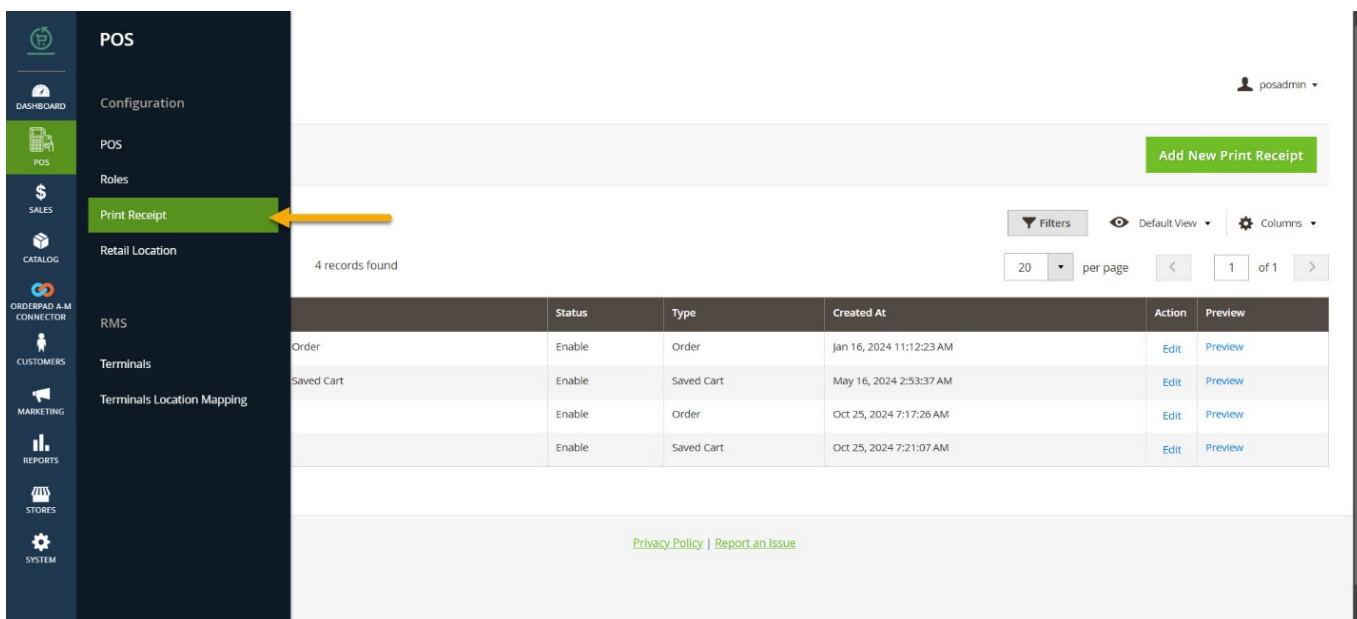


Print Receipt

After completing a transaction through the OrderPad, the customer receives a printed receipt from the store. This receipt includes details like the purchased product, amount, total, tax, etc. Configuring the Print Receipt option enables you to select the specific sections you want to include in the printed receipt.

In instances of multiple stores, you have the option to configure the print settings store-wise if you wish to. Clicking on **[Print Receipt]** will redirect you to the Configuration Screen.

- You can choose to enable or disable individual details such as Header, Body, Item, Total, or Footer on the printed receipt.













The screenshot displays the OrderPad POS interface. On the left, a dark sidebar contains a menu with 'Print Receipt' highlighted in green. An orange arrow points to this menu item. The main content area shows a configuration screen for 'Print Receipt' with a table of 4 records. The table has columns for Status, Type, Created At, Action, and Preview. The records are:

Status	Type	Created At	Action	Preview
Enable	Order	Jan 16, 2024 11:12:23 AM	Edit	Preview
Enable	Saved Cart	May 16, 2024 2:53:37 AM	Edit	Preview
Enable	Order	Oct 25, 2024 7:17:26 AM	Edit	Preview
Enable	Saved Cart	Oct 25, 2024 7:21:07 AM	Edit	Preview

At the bottom of the page, there are links for [Privacy Policy](#) and [Report an Issue](#).

Print Receipt

- You have the flexibility to generate different types of receipts tailored for distinct stores located at various locations.
- To update Receipts, click on **[Edit]**

 DASHBOARD
 POS
 SALES
 CATALOG
 ORDERPAD A-M CONNECTOR
 CUSTOMERS
 MARKETING
 REPORTS
 STORES
 SYSTEM

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

[Privacy Policy](#) | [Report an Issue](#)

Print Receipt

- You will be redirected to the following screen.

 DASHBOARD
 POS
 SALES
 CATALOG
 ORDERPAD A-M CONNECTOR
 CUSTOMERS
 MARKETING
 REPORTS
 STORES
 SYSTEM

Default Receipt Order

posadmin

Back Delete Save

General Information

Enable Status Yes

Title * Default Receipt Order

Header

Display Logo Yes

Display Location Name Yes

Display Customer Name Yes

Body

Display Payment Type Yes

Display Ship to Address Yes

Default Receipt



KENSIMUM

OrderPad

Field	Field Type	Description
KENSIMUM POS (General)		
Enable Status	Toggle button	Options available <ul style="list-style-type: none">• Yes• No If you select [Yes], the status will display as enabled, if you select [NO] it will display as disabled.
Title	Text box	You need to enter the receipt's Name
Header Section	Toggle buttons	You can select "yes" or "no." If you choose "yes," the specific information will appear on the receipt; if you choose "no," it won't appear on the receipt. <ul style="list-style-type: none">• Display Logo• Display Location Name• Display Customer Name
Body Section	Toggle buttons	You can select "yes" or "no." If you choose "yes," the specific information will appear on the receipt; if you choose "no," it won't appear on the receipt. <ul style="list-style-type: none">• Display Payment Type• Display Ship to Address
Items Section	Toggle button	<ul style="list-style-type: none">• Display SKU• Display Discount• Display Tax Amount
Totals	Toggle button	<ul style="list-style-type: none">• Display Discounts• Display Tax Amount• Display Shipping Amount• Display Subtotal
Footer	Toggle button	<ul style="list-style-type: none">• Display Order ID• Display Order Date• Display Location Address• Display Location Mobile Number



OrderPad

Default Receipt Order

← Back

Delete

Save

Ⓢ Item

Display SKU ☒ Yes

Display Price ☒ Yes

Display Discount ☒ Yes

Display Tax Amount ☒ Yes

Display Total Amount ☒ Yes

⬆ Totals

Display Discount ☒ Yes

Display Tax Amount ☒ Yes

Display Shipping Amount ☒ Yes

Display Subtotal ☒ Yes

Display Grand Total ☒ Yes

Default Receipt

Default Receipt Order

[← Back](#)

Delete

Save

Display Shipping Amount ☒ Yes

Display Subtotal ☒ Yes

Display Grand Total ☒ Yes

Footer

Display Order Id ☒ Yes

Display Order Date ☒ Yes

Display Cart Create Date ☒ Yes

Display Quote Id ☒ Yes

Display Location Address ☒ Yes

Display Location Mobile Number ☒ Yes

[Privacy Policy](#) | [Report an Issue](#)

Default Receipt