



KENSIUM

OrderPad

## 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.

	Status	Type	Created At	Action	Preview
Order	Enable	Order	Jan 16, 2024 11:12:23 AM	<a href="#">Edit</a>	<a href="#">Preview</a>
Saved Cart	Enable	Saved Cart	May 16, 2024 2:53:37 AM	<a href="#">Edit</a>	<a href="#">Preview</a>
	Enable	Order	Oct 25, 2024 7:17:26 AM	<a href="#">Edit</a>	<a href="#">Preview</a>
	Enable	Saved Cart	Oct 25, 2024 7:21:07 AM	<a href="#">Edit</a>	<a href="#">Preview</a>

### 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]**



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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- You will be redirected to the following screen.

**Header**

- Display Logo: Yes
- Display Location Name: Yes
- Display Customer Name: Yes

**Body**

- Display Payment Type: Yes
- Display Ship to Address: Yes

## Default Receipt



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Field	Field Type	Description
<b>KENSIUM POS (General)</b>		
Enable Status	Toggle button	Options available <ul style="list-style-type: none"><li>• Yes</li><li>• No</li></ul> 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"><li>• Display Logo</li><li>• Display Location Name</li><li>• Display Customer Name</li></ul>
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"><li>• Display Payment Type</li><li>• Display Ship to Address</li></ul>
Items Section	Toggle button	<ul style="list-style-type: none"><li>• Display SKU</li><li>• Display Discount</li><li>• Display Tax Amount</li></ul>
Totals	Toggle button	<ul style="list-style-type: none"><li>• Display Discounts</li><li>• Display Tax Amount</li><li>• Display Shipping Amount</li><li>• Display Subtotal</li></ul>
Footer	Toggle button	<ul style="list-style-type: none"><li>• Display Order ID</li><li>• Display Order Date</li><li>• Display Location Address</li><li>• Display Location Mobile Number</li></ul>



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

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