



**How to Guide:
(How to sell Blue Label Airtime on
Genesis Point of Sale)**

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1.1. How to sell Blue Label Airtime on Genesis Point of Sale

This document will guide you through the process on how to sell Blue Label Airtime

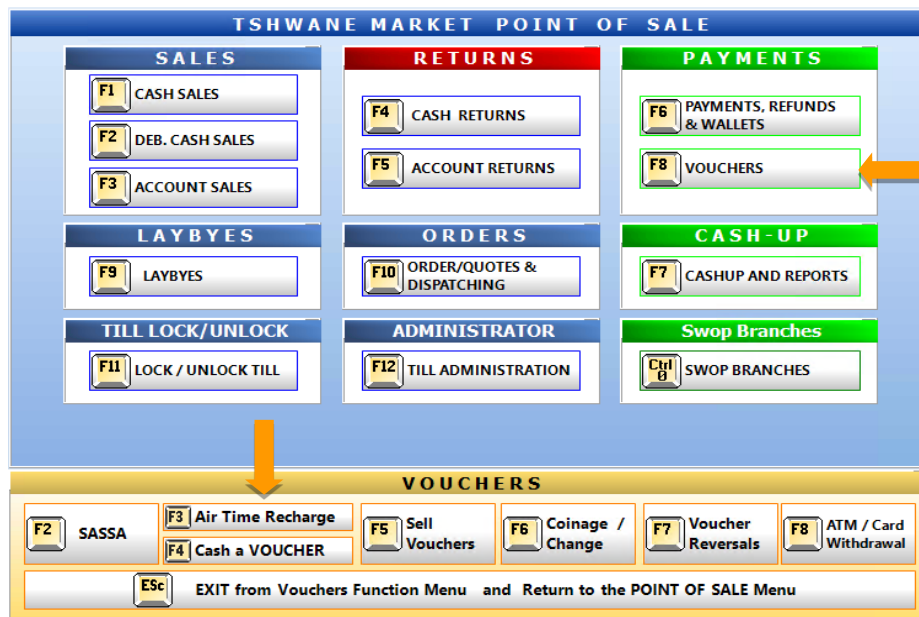
1.1 Open 'GENESIS TILL' Module



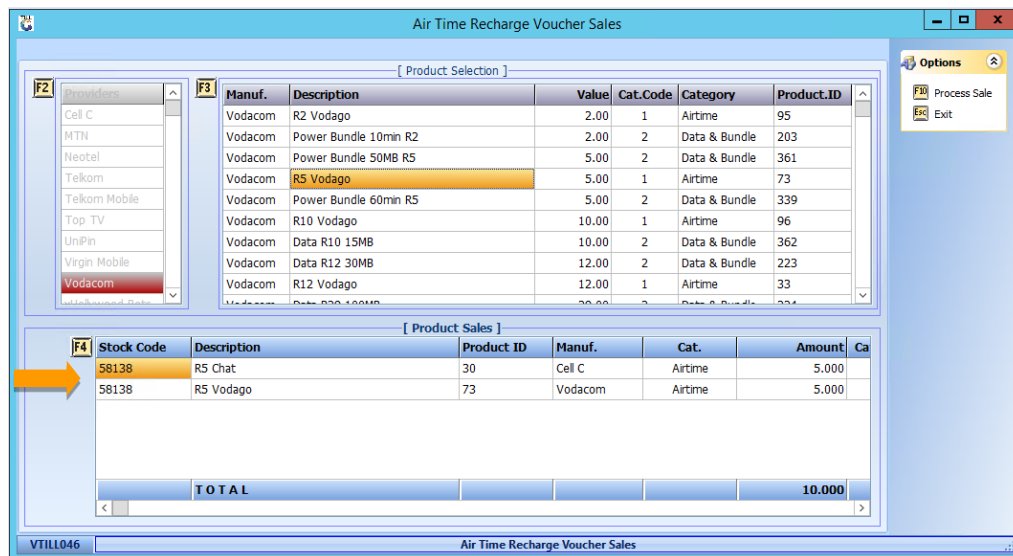
1.2 Login with the till user details.

A screenshot of the 'Genesis Sales : Log-In' window. The window has a blue title bar with a close button (X) on the right. On the left side, there is the Genesis logo and the text 'GENESIS'. Below the logo, it says 'Version : 8.36.31'. On the right side, there is a dropdown menu, a 'User Code' field with a yellow background, and a 'Password' field. Below these fields are two buttons: 'Esc Cancel' and 'Proceed'. At the bottom of the window, there are three tabs: 'VTILL900', 'GENESIS - TILL Module', and an empty tab. Two orange arrows point to the 'User Code' and 'Password' fields.

1.3 Select 'VOUCHERS' and 'Airtime Recharge'.



1.4 The following screen will open, the select a vendor by pressing (Enter), then it will add it multiple at the bottom you can select multiple items before completing the sale.



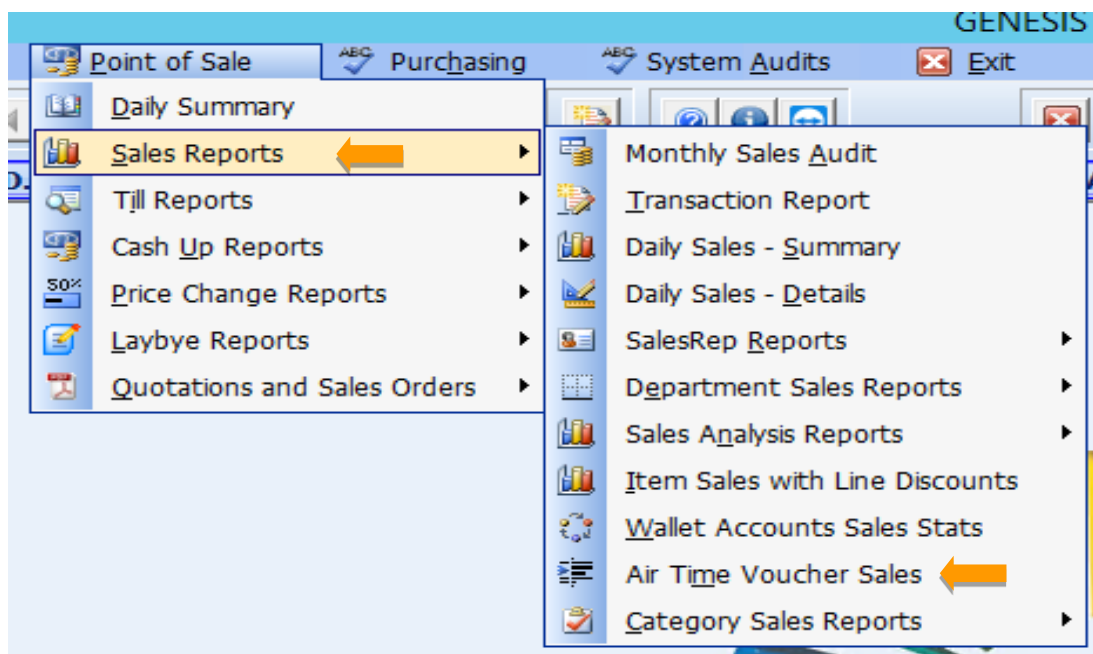
1.5 Now you can select the payment method from the list below.

Payment Method	Amount
Cash	0.00
Credit Cards	0.00
Vouchers (FS)	0.00
Transfers	0.00
ATM	0.00
Cheques	0.00

Cash Sales	
Total Due	10.00
Tendered	0.00
Balance	10.00

CHANGE: 0.00

1.6 To get a report for the sales that was done for airtime click **Point of Sale**, select **Sales Report** then select **Air Time Voucher Sales**.



That concludes the User Guide.