

How to Guide Sell a Voucher

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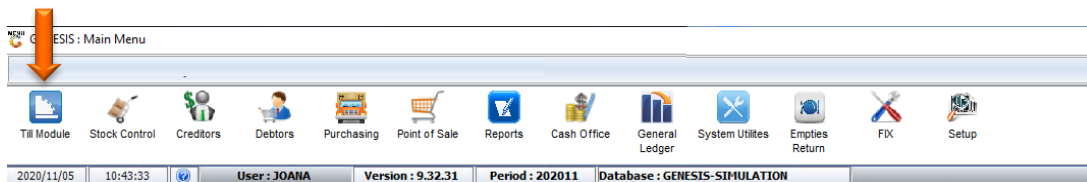
1. **Open** Genesis Menu.



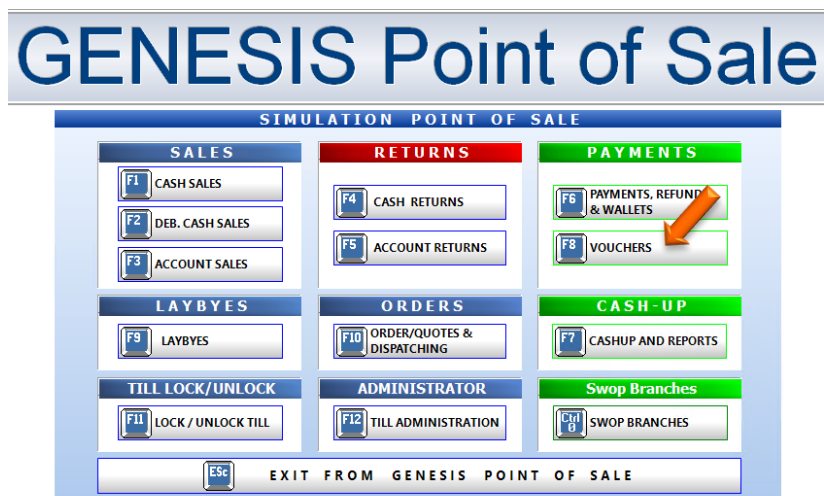
2. Type **User code** and **Password**.

The screenshot shows the 'GENESIS Main Module' login window. It includes a 'Select Company' dropdown menu set to 'BLUE BOTTLE LIQUOR SIMULATION'. Below this is the 'GENESIS' logo. To the right of the logo are two input fields labeled 'User Code' and 'Password', each with an orange arrow pointing to it. At the bottom right are 'Cancel' and 'OK' buttons. The status bar at the bottom shows 'CMN999', 'GENESIS Main Module', and 'Version : 10.33.51'.

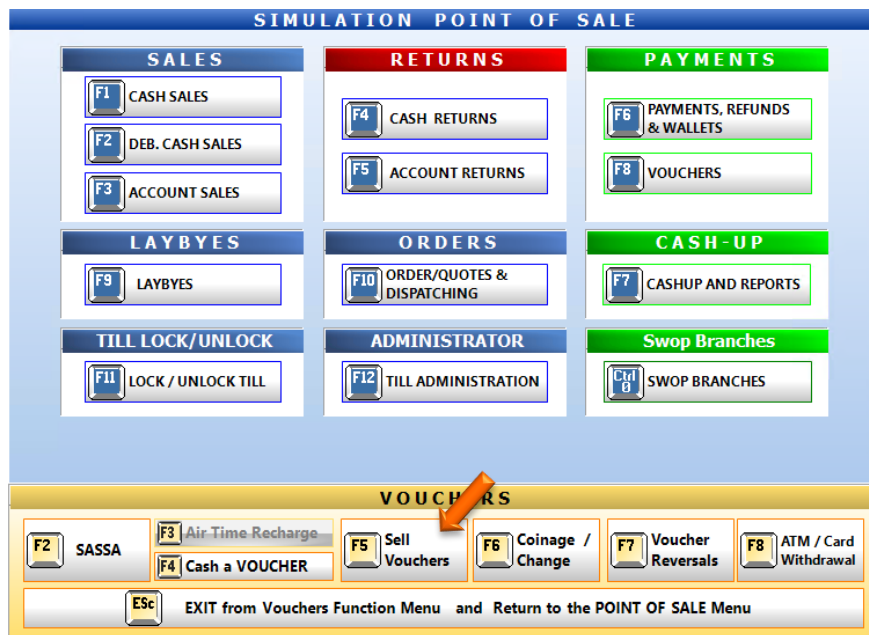
3. Open **Till Module** from the Main menu.



4. Once opened you will be prompted to the below, Click on Vouchers



5. Select the Sell Voucher option.



6. You will then be prompted to the below, here you can fill in all the relevant information pertaining to the ATM cash back. Once all information is entered you can press F10 on your keyboard or click on process to proceed.

The screenshot shows the 'ATM Cash Back' form. It has a title bar with 'TAL ATM Cash Back' and standard window controls. On the left, there is a small image of a keypad. The form contains the following fields: 'Card Number' (a long yellow text box), 'ID Number' (a text box), 'Telephone No' (a text box), and 'Amount Cashed' (a text box with '0.00' entered). At the bottom, there are two buttons: 'Esc Abort' and 'F10 Process' (highlighted with an orange arrow). The status bar at the bottom shows 'VTILL032' on the left and '[ATM] Cash Back' on the right.