INSTRUCTION GUIDE

Enter your QuickBooks Online Plus credentials and accept connection into Scrap Yard Dog to arrive at your home screen.
*INITIAL COMMODITY SETUP IS DONE ON A QB FORMATTED SPREADSHEET.*
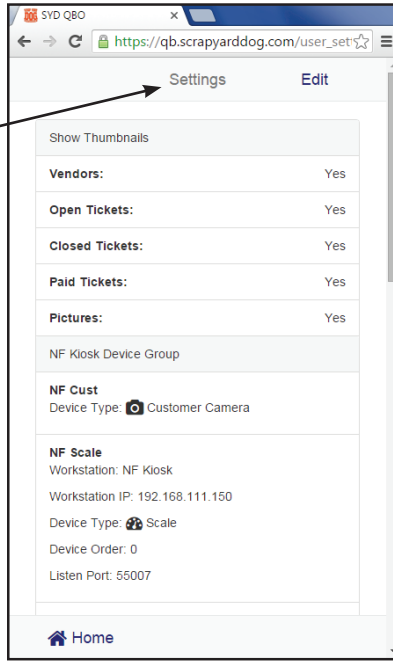
Home Screen

Vendor List

Opens Tickets List/ Purchase Orders in QB

Paid Tickets List

Closed Tickets List/ Bills in QB

Lists items/ commodities

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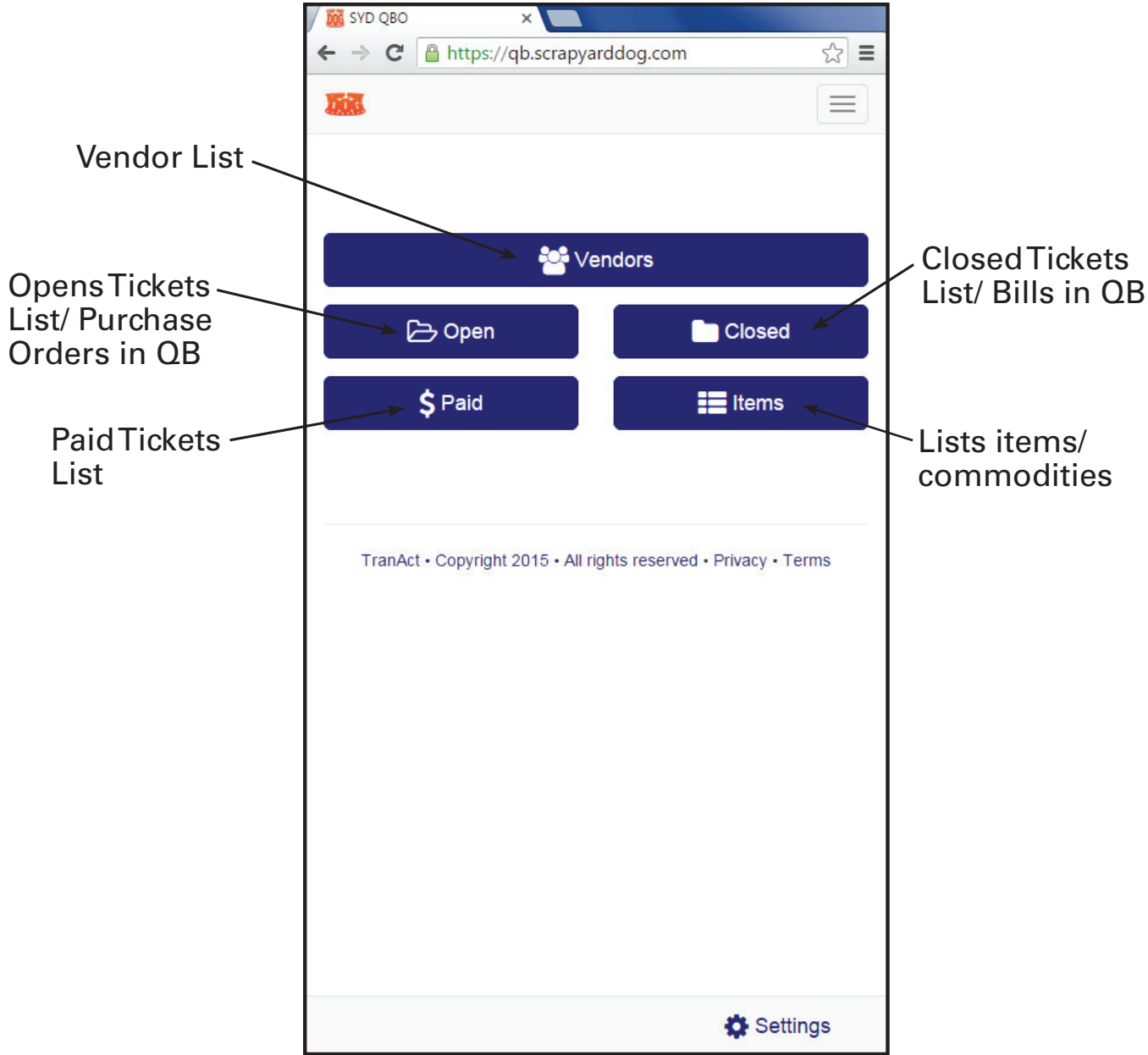
⚙ Settings

From home screen you can select vendors, open and closed tickets as well as edit settings and enter QuickBooks

Push ☰ icon for list of options
(also allows access to Quickbooks from mobile device)

VIEW ALL OPTIONS
Tickets (Open & Closed)
Payments
Vendors
Items
Pictures
Device Group
Company Info
Enter QuickBooks

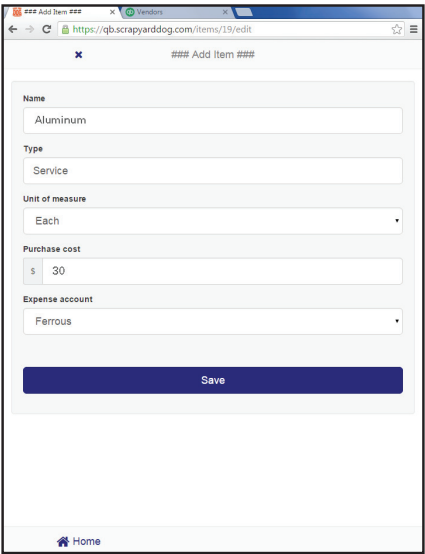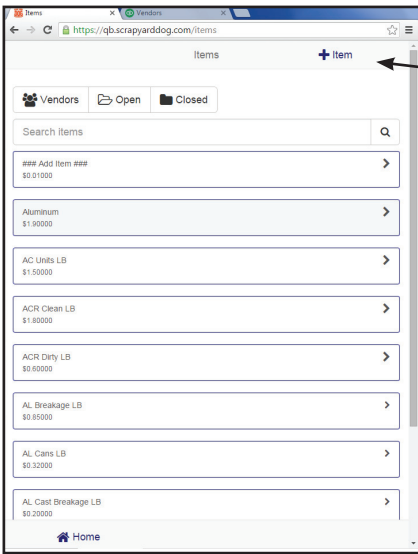TranAct • Copyright 2015 • All rights reserved • Privacy • Terms
⚙ Settings
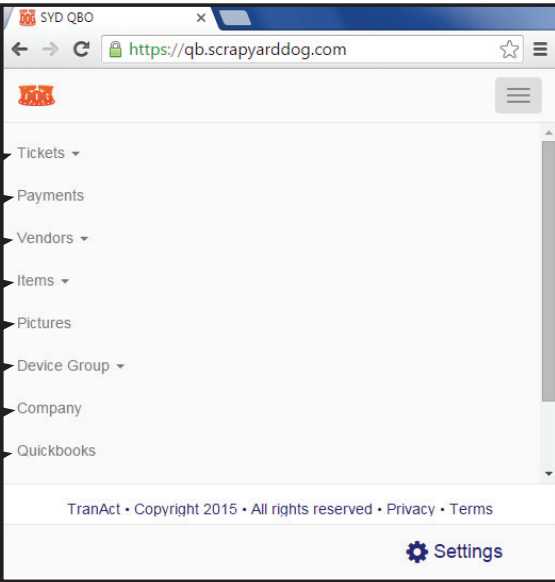
Push ⚙ icon to edit settings

Choose your work group of hardware devices and scales.
Also select to show or not to show thumbnail pictures for various screens

Settings   Edit

Show Thumbnails
Vendors: Yes
Open Tickets: Yes
Closed Tickets: Yes
Paid Tickets: Yes
Pictures: Yes

NF Kiosk Device Group

NF Cust
Device Type: Customer Camera

NF Scale
Workstation: NF Kiosk
Workstation IP: 192.168.111.150
Device Type: Scale
Device Order: 0
Listen Port: 55007

🏠 Home

Push [☰ Items] button to view your commodity list

Open a commodity to edit or add an item

Items   + Item

Vendors Open Closed

Search Items

Add Item
$0.01000

Aluminum
$1.00000

AC Units LB
$1.50000

ACR Clean LB
$1.50000

ACR Dirty LB
$0.50000

AL Breakage LB
$0.50000

AL Cans LB
$0.32000

AL Cast Breakage LB
$0.20000

🏠 Home

Click ✚ Item this brings you to add commodity item screen

Add Item

Name
Aluminum

Type
Service

Unit of measure
Each

Purchase cost
$ 30

Expense account
Ferrous

Save

🏠 Home

Push [Vendors] **button on home screen**

This will bring vendor list screen. You can edit current vendor, create a new vendor, select a vendor, view open and closed vendor tickets and also create a new ticket
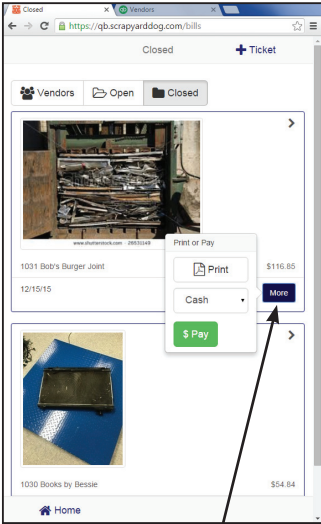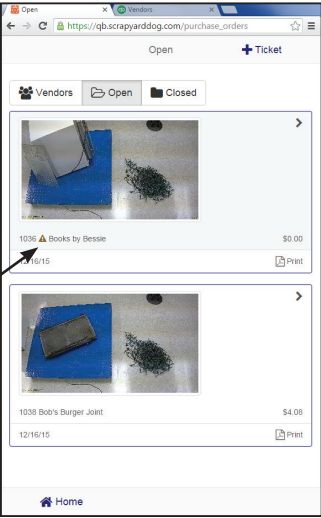
Vendor Detail
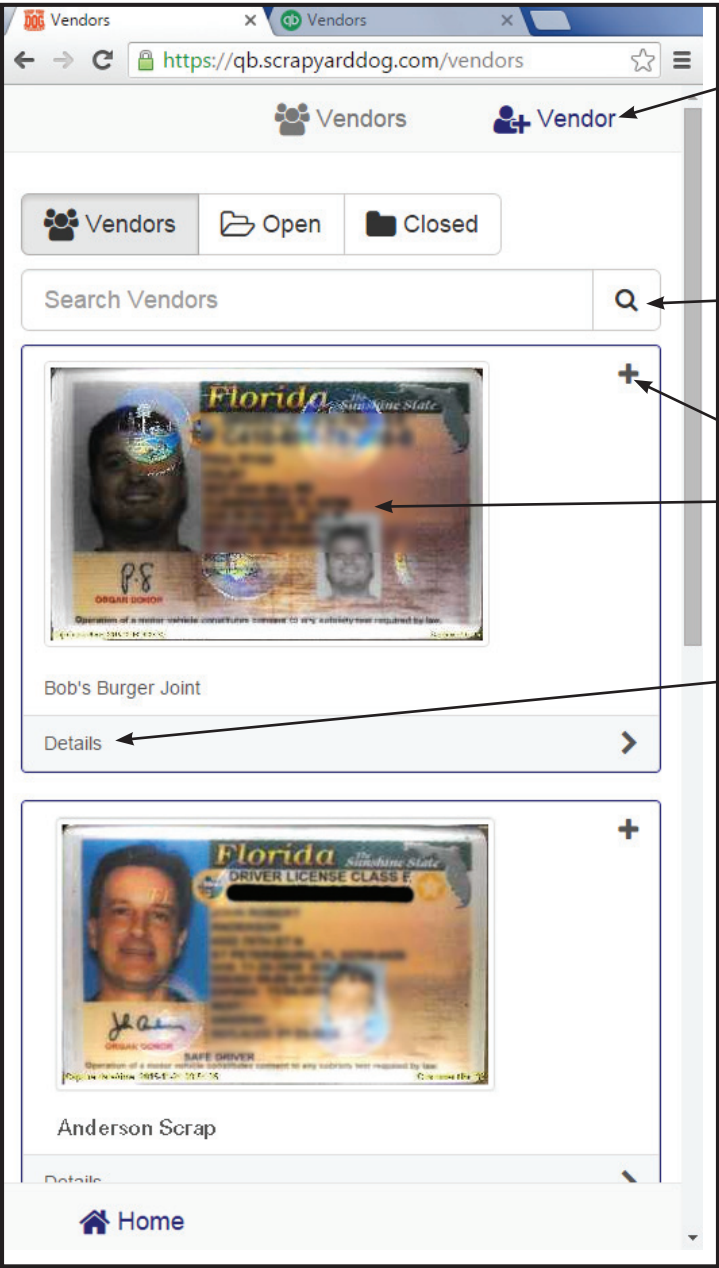
Add New Vendor

Search Vendors

Create New Ticket

Edit Vendor Details

Click on [Open] **button to display Open Ticket List/QB PO**

Click on [Closed] **button to display Closed Ticket List/QB Bill**
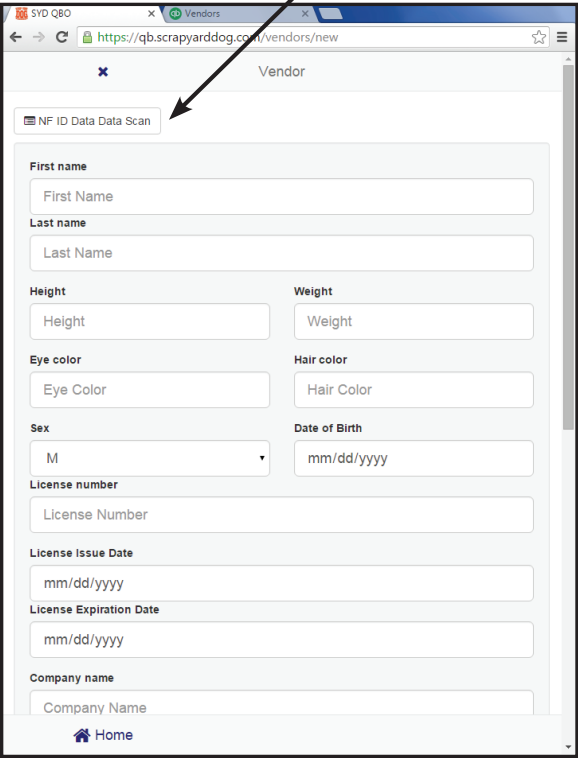
Means Valid license not on file
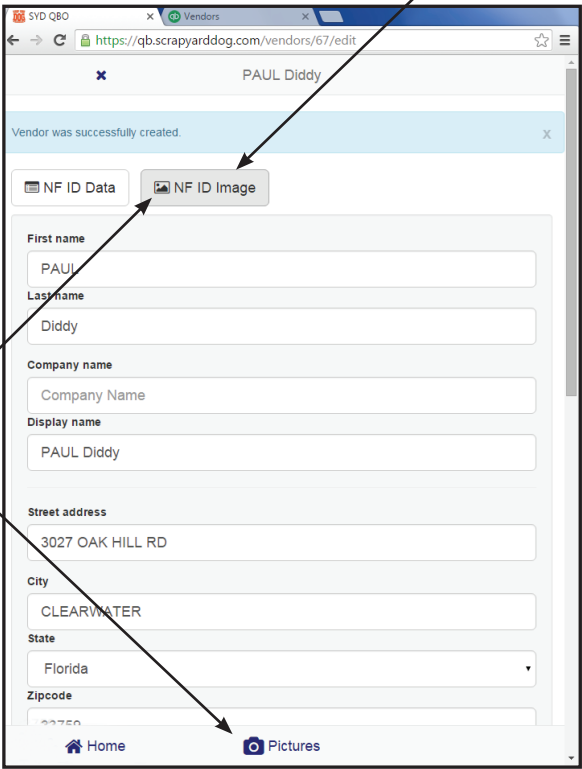
Choose More Button for print and pay options

Click on 👤➕ **to create new vendor**

Click Data Scanner Button to scan Drivers License

Vendor information is scanned & added to fields via OCR. To add picture of license click Image Data Scanner Button
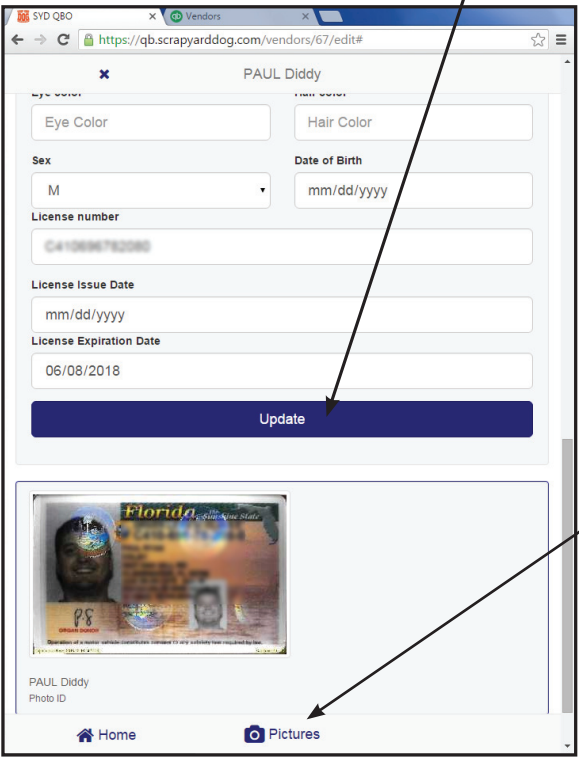

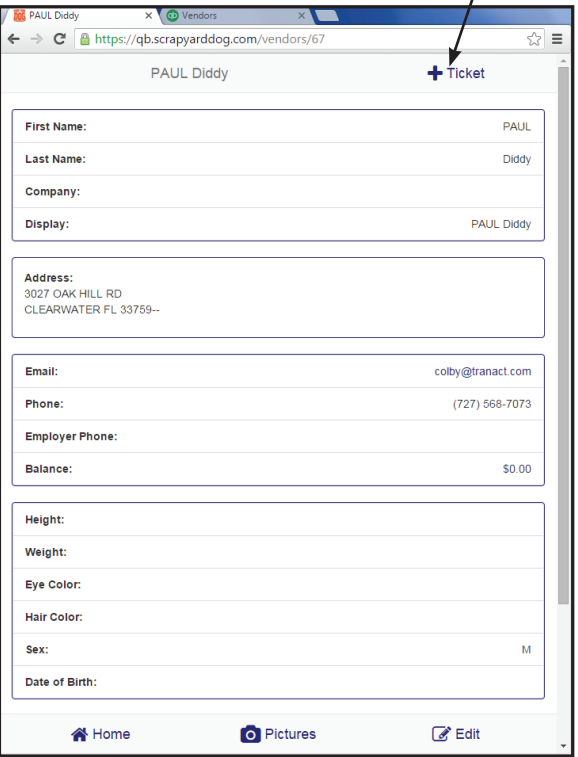Enter phone and e-mail then press update. Vendor is created in QB. Now we add pictures

Picture of License has been saved and vendor is ready. Click update button.

Completed New Vendor Profile Ready To Create New Ticket. Click on +Ticket to create new one

Use Picture icon to add Head Shot or other pictures of Vendor

Ticket Detail Screen

Commodity Selection

This icon indicates a manual scale with camera only

Click Scale Icon for Automatic Weights & Pictures. Up to 8 scales can be listed as icons here

Manually Enter Gross Weight

Manually Enter Tare Weight

SYD Calculates Net Weight and Finalizes Amount

Finger Print Reader Button

Add Picture of Gross Weight with hand held device

Add Picture of Tare Weight with hand held device

Click For Signature of Contract on this device or signature pad

Add Miscellaneous Pictures

Create new ticket, edit variables, take miscellaneous pictures to add to ticket, save ticket, hold ticket or pay ticket. You can also capture thumbprint and signature if equipment is available .

Select Commodity

Select Commodity by clicking Add Item button

Scroll through list to pick Commodity

Get Weights and pictures

Click on scale icon* or manually enter weight

*If you have a camera installed over scale picture will be automatically taken and saved to ticket

Click on camera icon to get picture using your device

Click to accept ticket

Completed Ticket With Picture

Add as many items as you want

Hold Ticket/Saves PO in QB

Closes Ticket/ Creates Bill in QB

Collapse or Expand Detail on Screen

Closes & Pays Ticket/Goes To Payment Page In QB

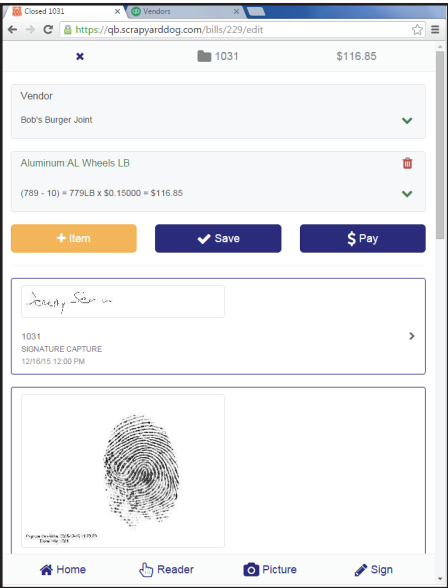All pictures stored with ticket

Pay Ticket
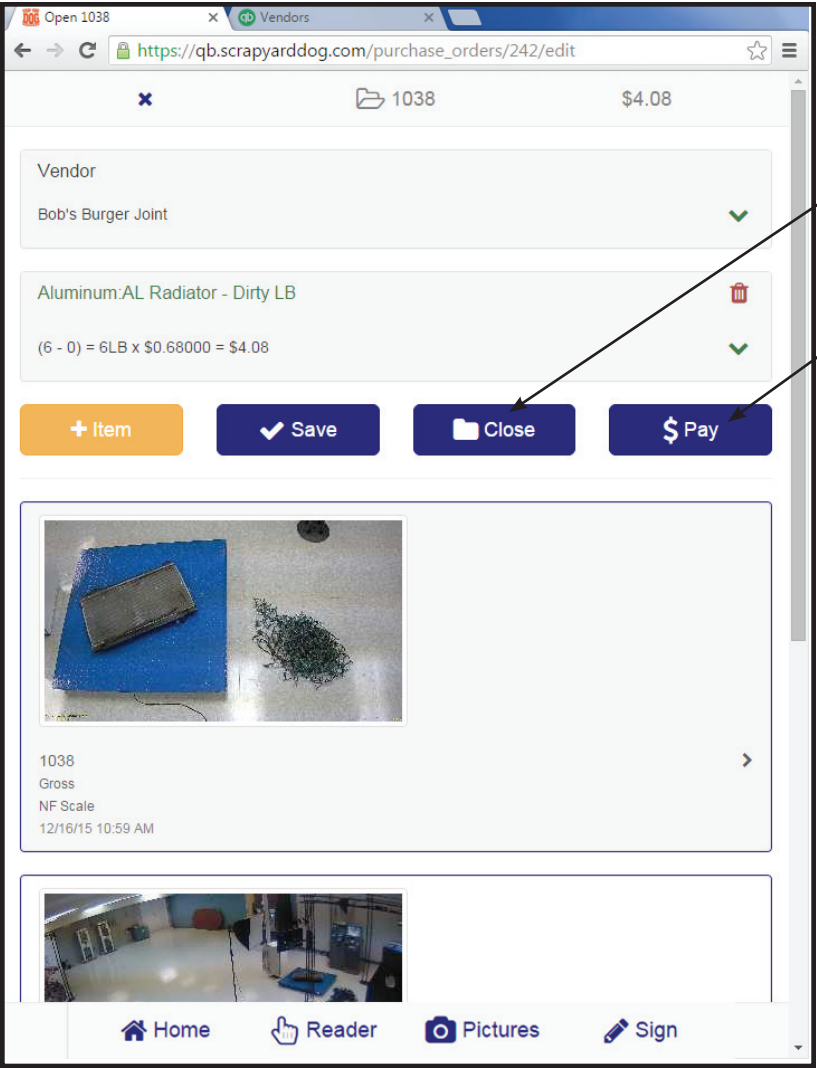
Close to create bill in QB to be paid later

Click on pay button which takes you to closed ticket screen

Closed screen shows unpaid ticket. Click on More button for various options
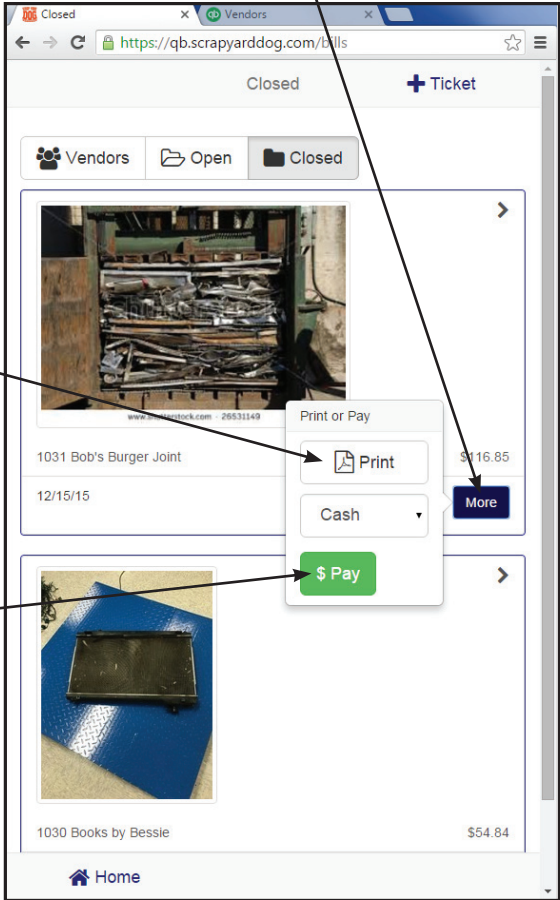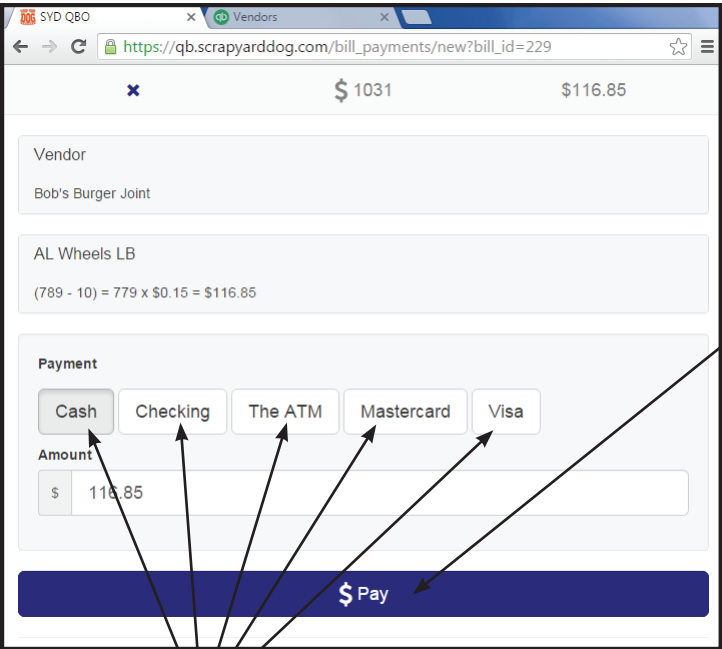
Closed ticket or a bill in QB

Click on Print button for printable payment receipt

Click on $ Pay button to create payment in QB and list payment options
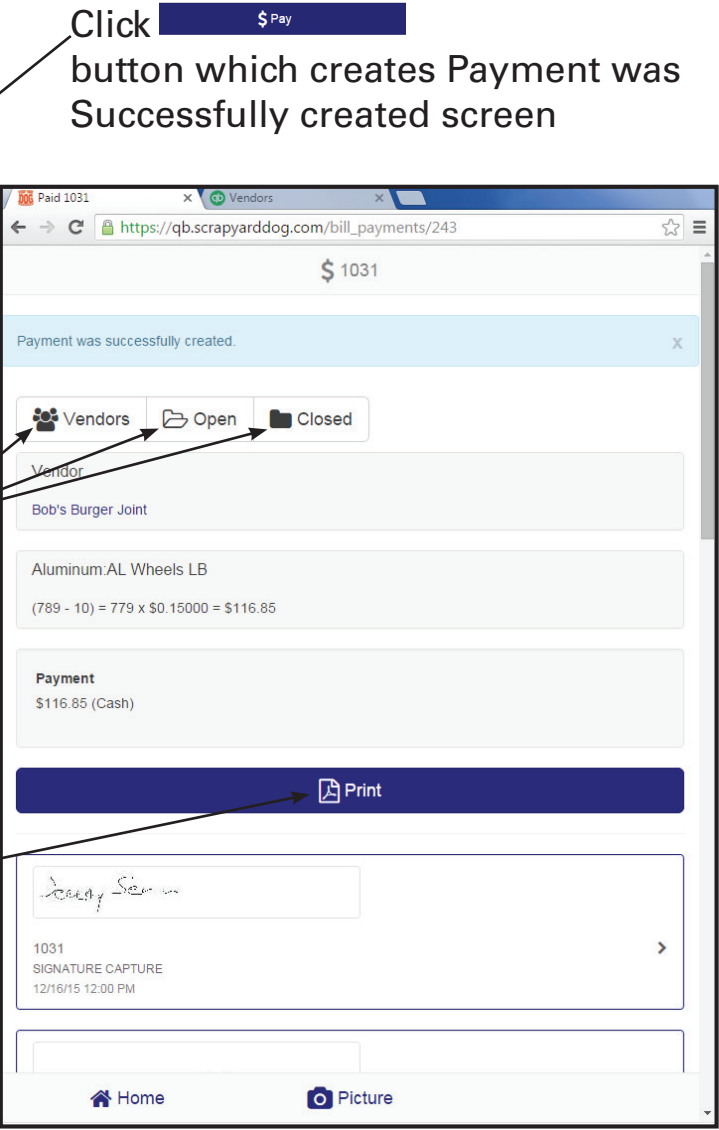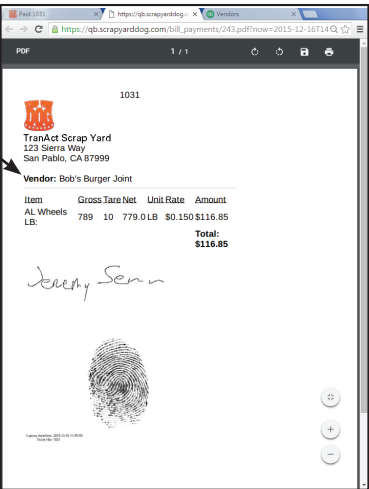
Payment Screen

Select Payment Options

Quick links for your next transaction

Successfully Paid Ticket

Click $ Pay button which creates Payment was Successfully created screen

Click Print button which creates & prints payment receipt for vendor

Peripheral Equipment Available

ID Readers Available

E-Seek M2-80 ID Reader

SnapShell IDR Scanner

Finger Print Readers Available

LCSecuGen Hamster Plus

CrossMatch Verifier 300

Cameras
(Wide Variety To Choose From)

Mobotix M25 Camera

Axis M1013 Camera

Printers Available

Star TSP 800 Desktop Printer
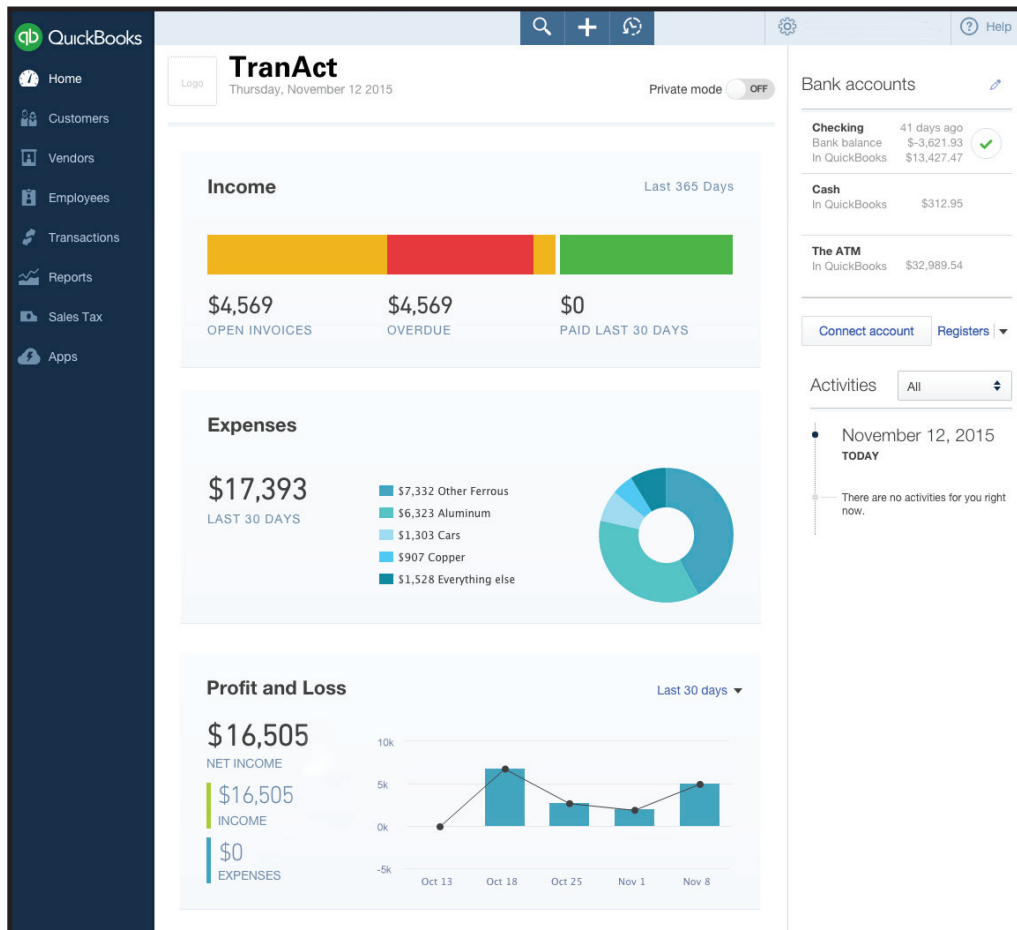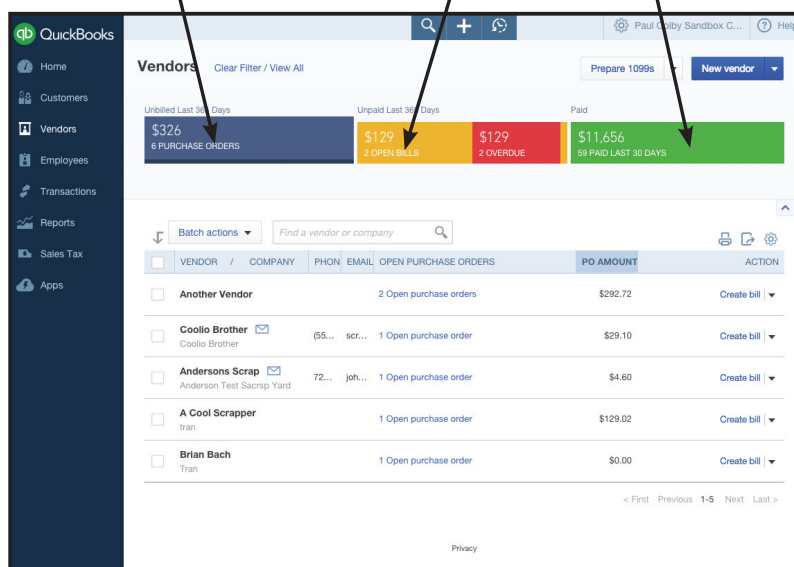
Signature Pad Available

Topaz Signature Pad

QuickBooks Online Overview

**Review Your Income, Expenses and Profit & Loss
Track Bank Accounts & So Much More!**

Scrap Yard Dog Tickets (In QB)
Open   Closed   Paid