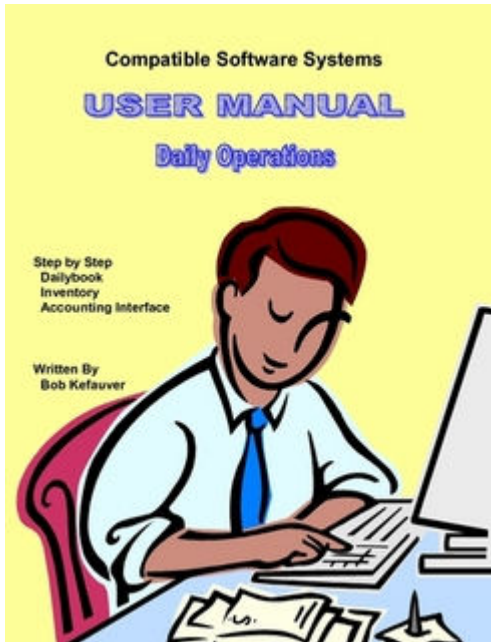


# Compatible Software Systems

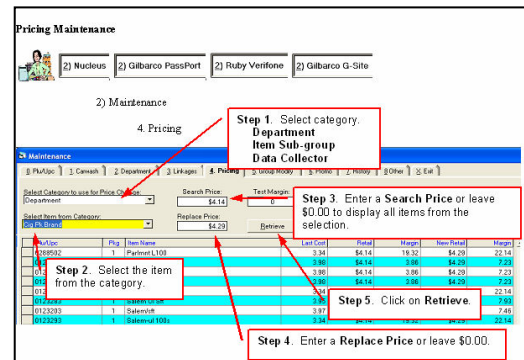
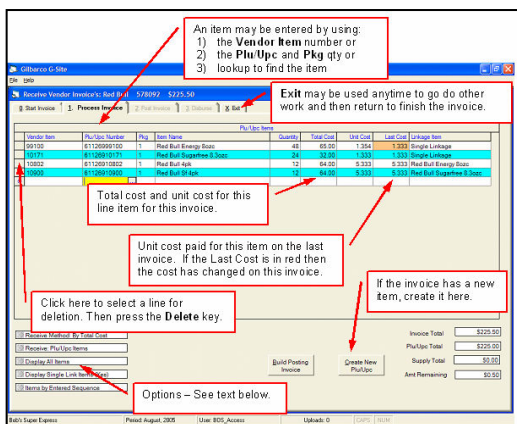
## USER MANUAL



This is the user manual for the Compatible Software Systems (CSS) programs for convenience store accounting and inventory management. Over 320 pages of well illustrated step by step instructions. Almost all normal daily operations are covered. Included are instructions for doing the Dailybook - starting at downloading the daily report from the POS system and continuing to print and close. UPC/PLU maintenance is documented in detail including linkages for such things as cigarettes and ring top six packs. Invoice data entry is thoroughly covered - entering invoices manually, by EDI and with the Symbol MC1000 and AmericanMicro M5000 Portable Data Terminals. Chapters are included for month end processing and using the interfaces to QuickBooks, Peachtree and MAS90

accounting. Ideal for those just starting to use CSS. It is also an excellent tool for those who want to train a substitute or replacement. This manual is only for the Windows version of CSS

334 pages, 8.5" x 11", perfect binding, white interior paper (60# weight), black and white interior ink, white exterior paper (100# weight), full-color exterior ink.



**WELL ILLUSTRATED**  
**STEP BY STEP**  
**TUTORIAL**

Please call Cherry Systems or order direct at [www.lulu.com/content/885482](http://www.lulu.com/content/885482)

# CSS USER MANUAL



## DAILYBOOK

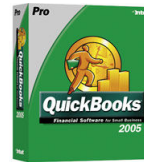
| Category                               | Debit | Account Name                | Credit | Account Name           |
|--|-------|-----------------------------|--------|------------------------|
| <b>Cash Receipts</b>                   |       |                             |        |                        |
| Repair & Maint                         | 9427  | Repairs & Maint - Equipment | 0      |                        |
| Supplies                               | 1400  | Inventory-Stockroom         | 0      |                        |
| Store/Gas                              | 7200  | Micro Expense               | 0      |                        |
| Supplies - Roadmart                    | 1400  | Inventory-Stockroom         | 0      |                        |
| Supplies - Antinotal                   | 9422  | Supplies-antinotal          | 0      |                        |
| Vehicle Care                           | 1400  | Inventory-Stockroom         | 0      |                        |
| Water/ice                              | 1400  | Inventory-Stockroom         | 0      |                        |
| <b>Bill</b>                            |       |                             |        |                        |
| Fuel Exp                               | 2040  | Accounts Payable-chevron    | 1180   | F&M Checking 17-051339 |
| <b>Checkbook Deposits</b>              |       |                             |        |                        |
| Deposit F&M Checking 17-05133-9        | 1180  | F&M Checking 17-051339      | 0      |                        |
| <b>Sales Tax (Non-Fuel)</b>            |       |                             |        |                        |
| State Sales Tax                        | 0     |                             | 2200   | Sales Tax Payable      |
| <b>Fuel Taxes</b>                      |       |                             |        |                        |
| Investment Adj                         | 0     |                             | 0      |                        |
| Ca Oil Split Pr                        | 0     |                             | 0      |                        |
| Last Month Fee                         | 0     |                             | 0      |                        |
| Ca Propd Salustv                       | 2200  | Sales Tax Payable           | 0      |                        |
| Use Surkund Fee                        | 0     |                             | 0      |                        |
| Federal Gas Tax                        | 0     |                             | 0      |                        |
| Branch Debit                           | 0     |                             | 0      |                        |
| <b>Other Accounting</b>                |       |                             |        |                        |
| Starting Cash                          | 0     |                             | 1180   | Cash On Hand           |
| Ending Cash                            | 1180  | Cash On Hand                | 0      |                        |
| Customer Charges                       | 2301  | Gas Clearing Account        | 0      |                        |
| Customer Payments                      | 0     |                             | 2301   | Gas Clearing Account   |
| Employee Charges                       | 2301  | Gas Clearing Account        | 0      |                        |
| Employee Payments                      | 0     |                             | 0      |                        |
| Cash Short                             | 0     |                             | 0      |                        |
| Cash Over                              | 0     |                             | 0      |                        |
| Ending Adjustment                      | 0     |                             | 0      |                        |
| Balancing Adjustment                   | 0     |                             | 0      |                        |
| <b>Sales Tax/Fuel Purchase Vendors</b> |       |                             |        |                        |
| State Sales Tax                        |       | Board Of Equalization       |        |                        |
| Fuel Vendor (Primary)                  |       | Chevron                     |        |                        |
| Fuel Vendor (R2)                       |       | Not Assigned                |        |                        |
| Fuel Vendor (R3)                       |       | Not Assigned                |        |                        |

## INVENTORY



Gilbarco Passport  
Gilbarco G-Site  
Verifone Ruby  
Wayne Nucleus

## ACCOUNTING INTERFACES



QuickBooks  
Peachtree  
MAS90

## ABBREVIATED TABLE OF CONTENTS

### GETTING STARTED

- Overview
- License
- Support
- Log In
- General Navigation
- Configuration
- Backup and Restore
- Passwords
- Operations Hints
- Ordering Checks

### DAILYBOOK DATA ENTRY

- Download the Day Reports
- Getting Started
- Integrate Files
- Input Dailybook
- Printing
- Closing
- Re-entering All the Data
- Changing a Closed Dailybook
- CSS Calculations
- Central Office Transfer
- Sample Dailybook Reports
- Sales Tax on Non Fuel Sales
- Sales Tax on Fuel Sales
- Prepaid Sales Tax on Fuel
- Month End Reporting

### DEPT. MAINTENANCE

- Add a New Department
- Dept Info & POS Specifics
- Department Details

### PLU/UPC MAINTENANCE

- Basic Functions
- PLU/UPC Details
- POS System Specific Details
- Understanding UPC's
- User Defined UPC Codes
- UPC Linkages

### INVOICE DATA ENTRY

- Overview
- General Procedure
- Start Invoice
- Process Invoice
- Post Invoice
- Disburse Invoice
- Invoice Reports
- Symbol MC1000 Invoice Entry
- AML M5000 Invoice Entry

### EDI INVOICE ENTRY

- Overview and General Notes
- Initial Setup
- Active Vendor
- Retrieving the Invoice-Easylink
- Retrieving the Invoice-E-Mail
- Open Invoice
- New Items
- Item Maintenance (Client File)
- Delete EDI Vendor

### PHYSICAL INVENTORY

- Overview
- MC1000 Physical Inventory
- M5000 Physical Inventory
- Unknown Items
- Partial Store Inventory
- Review the Counts
- Post the Counts

### ADJUSTMENTS

- Sales
- Receipts
- Spoilage
- Shrinkage

### SHELF LABELS & PRICE TAGS

- Setup
- Printing

### MONTH END PROCEDURES

- Dailybook
- Inventory
- Sample Reports

### ACCOUNTING INTERFACE

- Overview
- QuickBooks Integrator
- Peachtree Integrator
- MAS90 Export Specifics
- Deleting Invoices
- COGS Accounting Principles
- Report General Ledger Setup
- Sample Reports