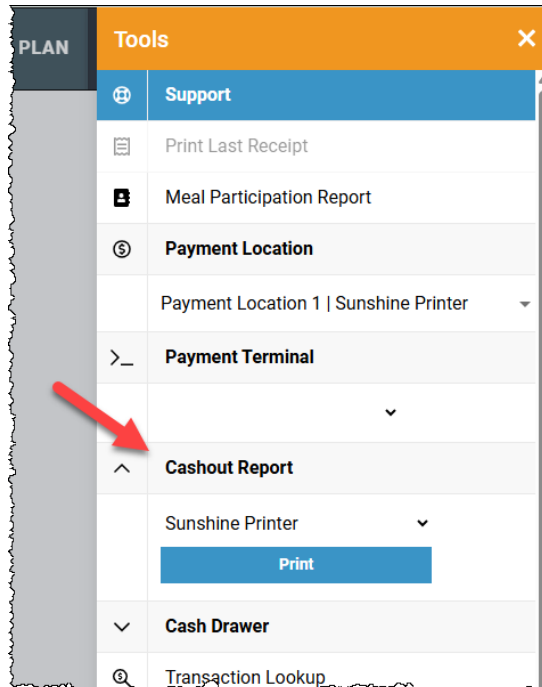


A POS operator (i.e., server) will be required to print their cashout report at the end of their shift to capture their transactions that have been closed out. To print your cashout report:

1. From the **Tools** menu, select **Cashout Report**.



2. If there is more than one printer, select the desired printer to print the report.
3. Click the **Print** button. The report is printed at the selected printer.