

# MYOB RetailBasics v3.2

## Turn your PC into a powerful point of sale solution

- Fast sales and service software
- Australia's best-value point of sale software
- Gives your business a professional look
- Compatible with most POS hardware

Remove the guesswork and streamline your retail business. MYOB RetailBasics can turn a standard PC – like the one you may be using at home or in a back office – into a point of sale solution.



MYOB RetailBasics provides accurate information about the performance of your business. At any time you can analyse what is selling, when and in what quantities; undertake customer and staff tracking; check discounts and refunds given; and view GST collected. You can also customise MYOB RetailBasics to speed up your processes, saving you even more time!

It takes just 30 minutes to set up your MYOB RetailBasics system – so you can start your store today!

MYOB RetailBasics is easy to use and simplifies staff training. The Setup Assistant Wizard will have you up and running in no time.

### Integrates with MYOB business software

When it comes to 'doing the books', you can easily transfer data from MYOB RetailBasics to most MYOB business software – making BAS statements easy!

### Run your store from one PC

With just a few keystrokes, MYOB RetailBasics enables you to:

#### Analyse business data

- See what is selling, when and in what volume
- Undertake customer and staff tracking
- Check discounts and refunds given
- View GST collected

### Process sales quickly

- Multiple payment types - cash, credit card and lay-bys
- Discounts, lay-bys, returns and credit card surcharges
- Count your takings - fast
- Export your sales and receipt summaries to your MYOB business software
- Print your business details and return conditions on customer dockets

### Create a stock list

- Create, update and print a list of all your stock items
- Create and print price lists
- Scan barcodes or enter stock numbers using a keyboard
- Insert pictures/photos of stock items
- Print stock barcode labels

### Manage customers

- Add, edit, delete and search for customers
- Print customer lists
- Link transactions to customers
- View customer transactions

MYOB RetailBasics can be connected to most POS hardware, including:

- Barcode scanners
- Cash drawers
- Docket printers
- Scales\*
- Customer pole displays

\*Selected Magellan, Toledo and Wedderburn scales only.

Note: A communication port may be required for each additional device. Check compatibility with your supplier.



# RetailBasics – factsheet

## Looking for a more advanced solution?

MYOB has a complete hardware and software solution for any retail business start up.

### MYOB RetailReady

Contains the RetailBasics software plus hardware including cash drawer, thermal docket printer and barcode scanner.

### MYOB RetailManager

The advanced retail management and point of sale solution, MYOB RetailManager lets you process advanced transactions, analyse advanced reports, perform stocktakes and even undertake customised marketing campaigns to your clients.

To find out more, contact Cutcher & Neale on 1800 988 522 or visit [www.cutcher.com.au](http://www.cutcher.com.au)

## Retail Enhancement & Support – seven days a week

When you register MYOB RetailBasics, you receive 60 days Retail Enhancement & Support. By there after subscribing to a 12 month Retail Enhancement & Support Plan, you'll continue to receive assistance seven-days-a-week (via phone, fax or email), special offers and discounts exclusive to MYOB support customers, product updates and regular MYOB Retailer newsletters.

MYOB's nationwide network of RetailManager Professionals (RMPs) are available for onsite assistance, to locate an RMP visit [myob.com.au/possearch](http://myob.com.au/possearch)

## Recommended System Requirements

### Installation

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500 MHz Pentium \* III processor (or faster) with 128MB RAM or more

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Windows \* Vista Ultimate, Windows Vista Business, Windows XP Professional (Service Pack 1 and Service Pack 2) or Windows 2000

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1GB or more of free disk space

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16-bit colour, 1024x768 screen resolution

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Backup solution such as CD writer, a DVD writer or a USB storage device

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A local or network printer to print dockets, reports, etc. If you will be printing bar code labels, a high-quality laser printer is recommended for best results

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Windows-compatible mouse and keyboard

## Making sure it's an authentic MYOB product

To protect against potential privacy, and to provide you with reassurance that you have purchased an authentic MYOB product, you will be required to activate MYOB RetailBasics.

You can access MYOB RetailBasics for up to 45 days without activating the program. However, after 45 days any information you have entered will only be available in read-only format.

To activate your MYOB RetailBasics software, call 1300 664 585.

## More information

To find our more about MYOB RetailBasics, call 1800 988 522 or visit [www.cutcher.com.au](http://www.cutcher.com.au)

## The MYOB retail management and point of sale range

From single retail stores and start-ups to multiple store operations and franchises, MYOB has a range of retail management and point of sale solutions to suit your needs:

### MYOB RetailReady

Retail hardware and software solution which includes MYOB RetailBasics, cash drawer, USB docket printer and barcode scanner.

### MYOB RetailManager

The complete retail management system with comprehensive profit and sales analysis, superior inventory management and easy integration with MYOB accounting software and PC-EFTPOS.

### MYOB RetailHospitality

Touchscreen and table management software for café's, bars, restaurants and food stores.

### MYOB RetailEnterprise

Multi-site retail management solution to keep track of all your retail stores.

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