Configurable Settings in the Web Portal

Last Modified on 17/09/2026 3:32 pm BST

Your system can be configured to match your exact business needs. These settings are managed centrally in the **Web Portal** by your solution provider.

Below is a helpful table explaining what can be configured and what each setting does:

User Login & Session Settings

Configuration	Default	Description
Logout User After Each Transaction	No	Logs the user out after each transaction.
Allow Staff to Stay Logged In	Yes	Adds a toggle at login to remain signed in.
Logout User After X Seconds	120 seconds	Auto-logout if inactive. Set to 0 to disable.

Transaction Settings

Configuration	Default	Description
Name Transaction	Yes	Allows users to add a name/reference to transactions.
Split Transactions	All POS Users	Allows splitting payment using different methods.

Tipping Options

Configuration	Default	Description
Custom Tip Amount	Yes	Enables entering custom tip amounts.
Pre-set Tip Amounts	Yes	Allows 3 pre-configured tip percentages.
Pre-set Tip 1	5	First tip option shown to customers (%).
Pre-set Tip 2	10	Second tip option (%).
Pre-set Tip 3	15	Third tip option (%).

Refund Settings

Configuration	Default	Description
Refund	Refund Code	Sets which staff access levels can refund.
Manual Refunds	Refund Code	Allows manual refunds without a linked transaction.

Configuration	Default	Description
Refund Code	8520	Code entered to process any refund.

Access Control Settings

Configuration	Default	Description
Access Reports	All POS Users	Grants access to the Reports screen.
Access Staff	Supervisor Only	Restricts access to Staff Management.
Perform End Day	Supervisor Only	Controls who can end the trading day.

Cash Handling Settings

Configuration	Default	Description
Confirm Card Payment Approved	Yes	Displays “Payment Approved” before showing summary (card only).
Allow Cash Transactions	Yes	Set to No to disable all cash payments.

Quick Tender Button Settings

Configuration	Default	Description
Top Button Name	£5	Label for the top cash quick-tender button.
Top Button Value	5	Amount applied when top button is tapped.
Middle Button Name	£10	Label for the middle button.
Middle Button Value	10	Amount applied when middle button is tapped.
Bottom Button Name	£20	Label for the bottom button.
Bottom Button Value	20	Amount applied when bottom button is tapped.

Receipt Settings

Configuration	Default	Description
Default Receipt Behaviour	Always Print Receipt	Automatically prints or allows manual printing.
Receipt Header Text	*(blank)*	Custom text at the top of each receipt.
Receipt Footer Text	*(blank)*	Custom text at the bottom of each receipt.

Hardware Settings

While you may see some hardware options, these are **managed by your solution provider** and typically don't need to be changed.