

Desktop POS — User Manual

Version 1.0 Full Stack Pretender (a trading name of Precision Tools and Tooling, ABN 36 151 342 714) Support: support@fullstackpretender.tech



DESKTOP POS



Welcome

Desktop POS is a Windows point-of-sale program built for small workshops, retailers, and trade counters. It runs entirely on your PC — all sales, products, and cashier data are stored locally in an encrypted database. No internet connection is required to ring up a sale.

When connected to Xero or QuickBooks Online, each sale is pushed as an invoice with a payment attached, and stock levels remain accurate in your accounting system. Your accounting platform is the source of truth for tax and reporting; the POS is the till.

This manual explains how to install, configure, and use Desktop POS day-to-day.

We're always improving Desktop POS, and we genuinely welcome ideas from the people who use it every day. If you have a suggestion or a feature you'd like to see, let us know — we review all feedback when planning future versions. While we can't guarantee every request will be implemented, every idea is considered and helps shape the direction of the product.



System Requirements

- Windows 10 or Windows 11 (64-bit)
- 4 GB RAM minimum (8 GB recommended)
- 500 MB disk space
- A receipt printer set as your Windows default printer (thermal or A4)
- Optional: USB barcode scanner (keyboard wedge type)
- Internet connection only required for:
 - Trial activation
 - Subscription checks
 - Xero / QuickBooks sync

Installing Desktop POS

1. Download the installer from: <https://fullstackpretender.tech/desktop-pos>
2. Save it to your Downloads folder
3. Double click “Desktop POS Setup 1.0.0.exe”
4. If SmartScreen appears, click “More info” → “Run anyway”
5. Choose the install location (default recommended)
6. A desktop shortcut and Start Menu entry will be created
7. Launch Desktop POS from the shortcut

Updating? Just install over the top — your data is preserved.

First-Run Setup Wizard

Welcome to Desktop P.O.S

Quick setup — takes about 30 seconds.

YOUR SHOP

Shop name

Tax rate (%) Currency

10 AUD

Product prices include tax (gross pricing)
On = tax is already inside the price you set. Off = tax is added on top at the till.

After each sale, print...

Receipts only (retail) ▼

FIRST CASHIER

You'll log in with this name and PIN. You can add more cashiers later.

Cashier name

PIN (4–8 digits) Confirm PIN

Finish setup

The wizard appears the first time you launch Desktop POS.

Step 1 — Shop Details Enter your shop name, ABN, and address. These appear on receipts and invoices.

Step 2 — First Admin Create the first cashier. **This account becomes the admin and cannot be removed** . Choose a name and a 4–8 digit PIN.



Step 3 — Tax Preferences Choose your country and tax rate:

- Australia — 10% GST
- New Zealand — 15% GST
- United Kingdom — 20% VAT
- No tax
- Desktop POS is “Not configured for U.S. tax codes; suitable for general use only”

Choose whether product prices are tax-inclusive or tax-exclusive.

Important: This affects how prices are stored and how invoices sync to accounting. Choose correctly based on how your business already prices items.

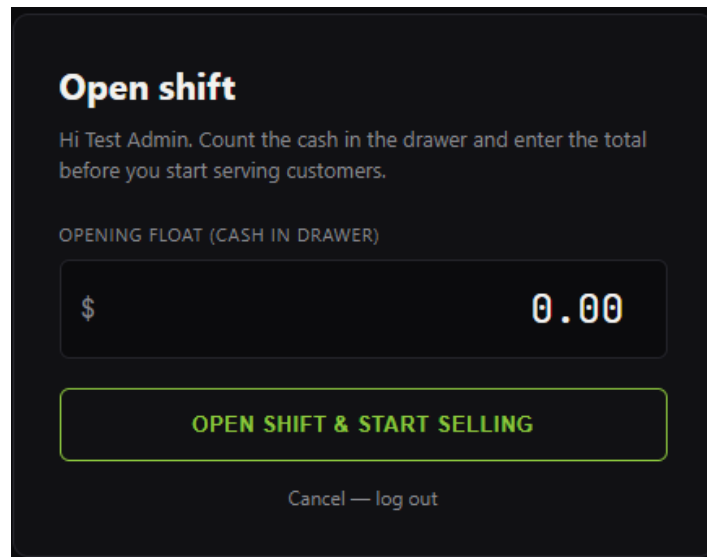
When finished, you’ll land on the sign-in screen.

Signing In

A screenshot of the Desktop P.O.S sign-in screen. The background is dark. At the top, "Desktop P.O.S" is written in green. Below it, the text "Enter your name and PIN to start" is displayed in a light grey font. There are two input fields: the first is labeled "Name" and contains a dropdown menu with the text "Select your name..." and a downward arrow; the second is labeled "PIN" and is an empty text box. At the bottom, there is a green "Sign in" button.

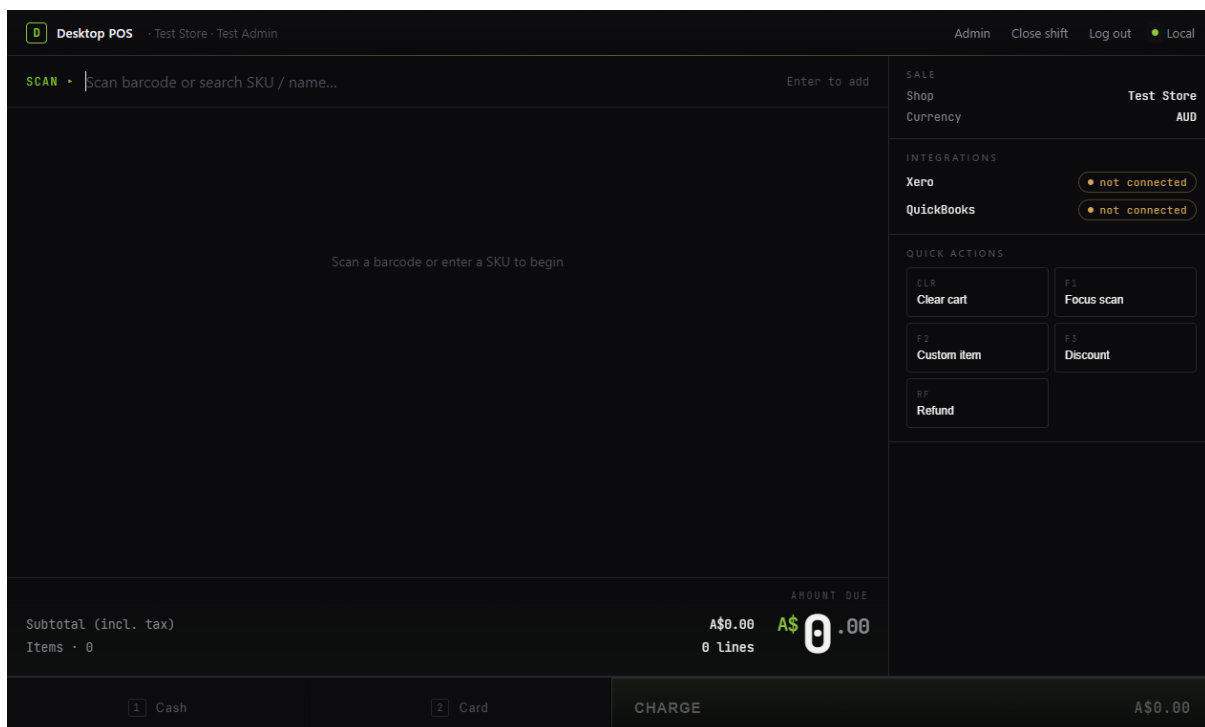
Select the name you just entered from the drop down list. Enter your PIN using the on screen keypad and press “Sign in.” To sign out, click your log out in the top-right corner. (pos screen)

Opening float



Enter the starting balance of your till

The Sale Screen



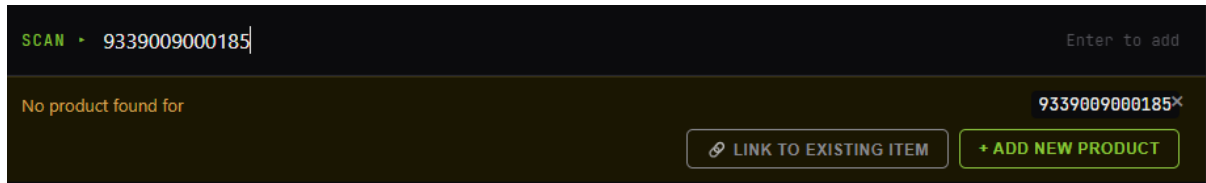
The Sale screen has three main areas:

Left: Scanner input and cart **Right:** Totals, payment buttons, quick actions **Top:** Navigation (Admin, Refund, etc.)

Scanning Items

Click into the scanner box (focused by default) and scan a barcode. The item appears in the cart. Adjust quantity by clicking the quantity field.

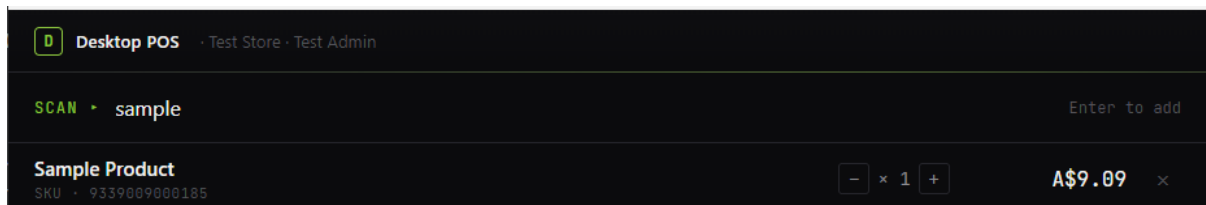
Unknown Barcodes



If a barcode isn't recognised, choose:

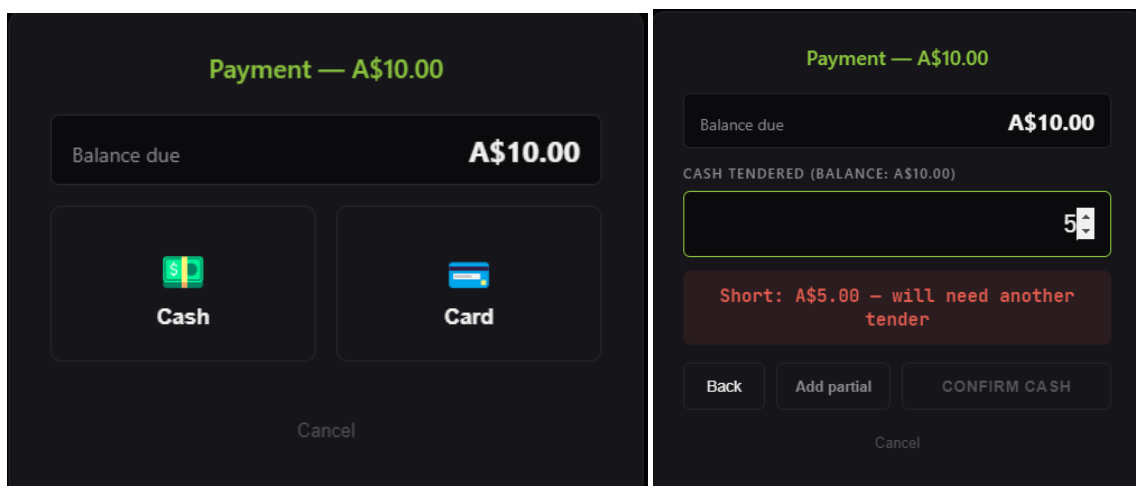
- Link to existing item
- Add new product

Manual Lookup



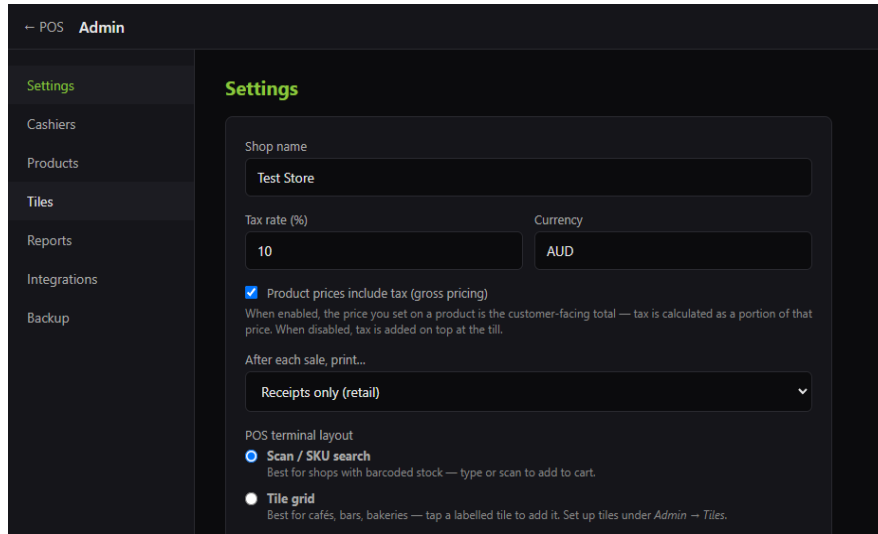
Start typing in the “SKU” bar, matching products will be listed either Barcode number or product name can be searched.

Taking Payment



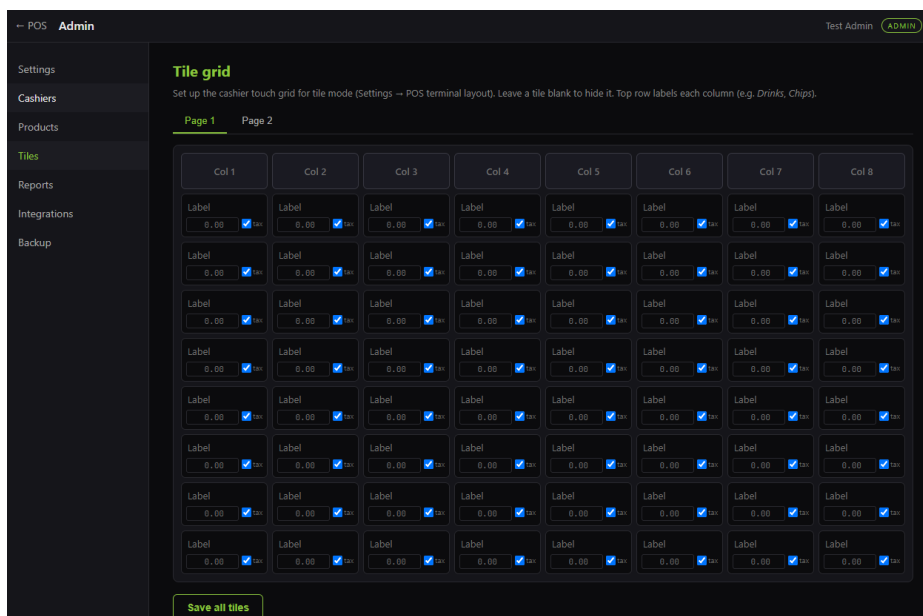
Click “Cash” or “Card.” You can split payments. Confirm with “Complete sale.”

Tile Grid Mode (Quick-Sale Buttons)



Tile Grid mode can select from the settings screen, use tiles for services or items without barcodes.

Setting up your grid



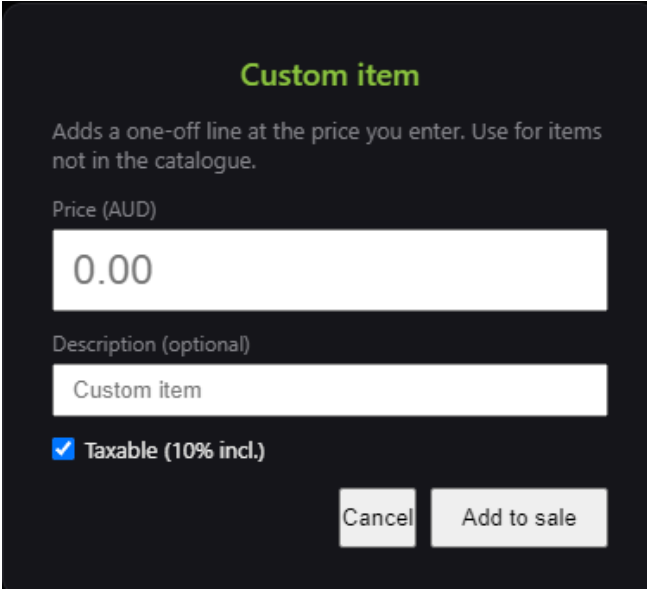
The grids has 2 pages of 64 tiles a total of 128 customisable products. You lay out here, is mirrored on the sales screen. We recommend grouping you items together for example: 1.25L drinks are \$5.00 make one button for 1.25L Drinks.

If you are using accounting sync each item must have its own SKU and grouping is possible.

To set up your grid:

1. Label you column use this to group you items together
 2. Enter your first product (label)
 3. Enter the product Price
 4. Mark taxable if the item should collect GST.
5. Save all tiles once complete

Custom Items (F2)



Custom item

Adds a one-off line at the price you enter. Use for items not in the catalogue.

Price (AUD)

0.00

Description (optional)

Custom item

Taxable (10% incl.)

Cancel Add to sale

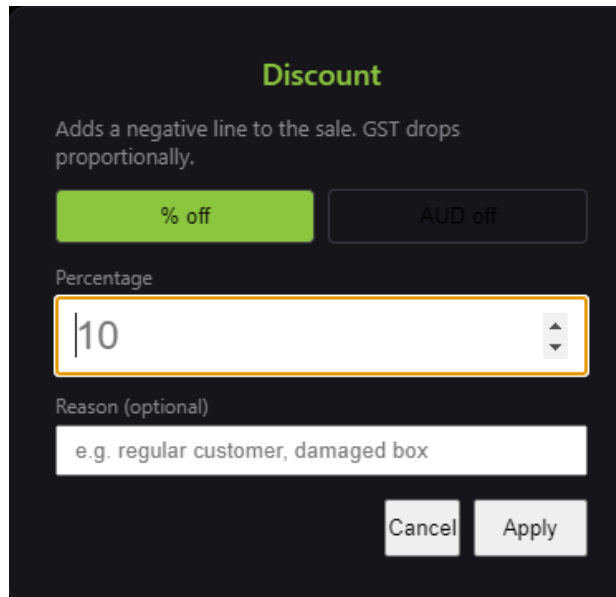
Press F2 to add a one off item.

Enter:

- Price
- Label
- Taxable (yes/no)

Click “Add to cart.”

Discounts (F3)



The screenshot shows a dark-themed dialog box titled "Discount". Below the title is a description: "Adds a negative line to the sale. GST drops proportionally." There are two buttons: a green button labeled "% off" and a grey button labeled "AUD off". Below these is a "Percentage" input field containing the number "10". Underneath is a "Reason (optional)" text input field with the placeholder text "e.g. regular customer, damaged box". At the bottom right are "Cancel" and "Apply" buttons.


Press F3 to apply a discount.

Options:

- Percentage (%)
- Dollar amount (\$)
- Optional reason (appears on receipt)

Discounts apply to the entire cart at the moment applied.

Refunds



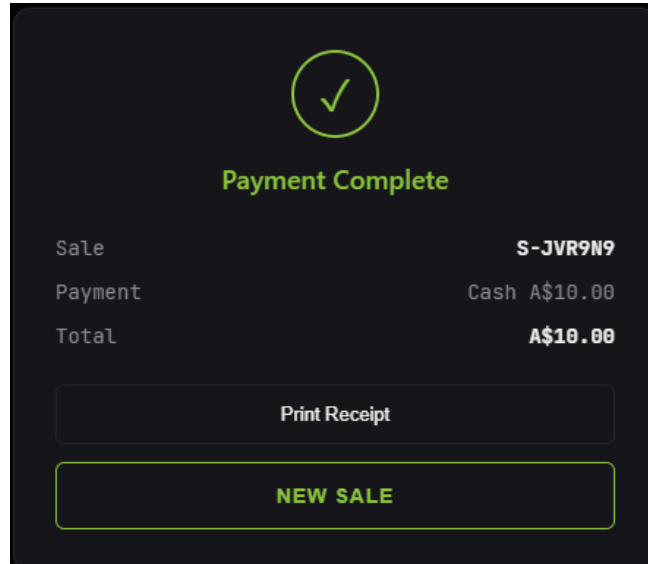
The screenshot shows a dark-themed dialog box titled "Process refund" with a back arrow and "Back to POS" text. It features a search bar with the placeholder "Search sale ID, SKU or product name..." and a green "Search" button. Below the search bar, it says "No sales found." To the right, there is a large empty area with the text "Select a sale on the left."

Click "Refund" in the sidebar.

1. Locate the original sale
2. Tick the lines to refund
3. Adjust quantities if needed
4. Choose refund method (Cash / Card)
5. Supervisor/admin PIN required
6. Click "Process refund"

Refunds sync as credit notes with payments.

Receipts and Invoices



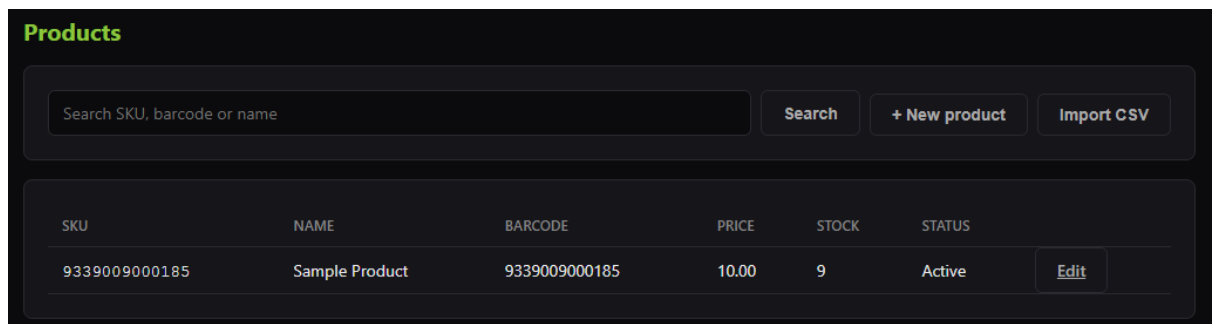
Receipts

Print automatically to your Windows default printer. Reprint from Sales History.

A4 Invoices

Click “Print invoice” for trade customers. Template is editable under Admin → Settings → Invoice Template.

Products



Admin → Products.

Features:



- Add product (name, SKU, barcode, price, tax flag)
- Import CSV (Shopify CSV supported)
- Edit / Delete
- Search by name, SKU, or barcode

Stock sync with accounting

The screenshot shows a dark-themed interface for managing products. At the top left, the word "Products" is displayed in green. Below it is a search bar with the placeholder text "Search SKU, barcode or name". To the right of the search bar are three buttons: "Search", "+ New product", and "Import CSV". Below the search bar is a table with the following columns: SKU, NAME, BARCODE, PRICE, STOCK, STATUS, and an "Edit" button. The table contains one row of data for a "Sample Product".

SKU	NAME	BARCODE	PRICE	STOCK	STATUS	
9339009000185	Sample Product	9339009000185	10.00	9	Active	Edit

When you connect Xero or QuickBooks Online, your accounting system becomes the master record for stock — not the till. Each sale you ring up is posted to accounting as an invoice, and accounting decrements its own quantities from that invoice. Desktop POS then pulls the authoritative stock back at three moments: every cashier login (till change), every shift close, and any time you click Sync stock now on Admin → Integrations. Between pulls the till keeps its own running count so you can keep selling offline or while accounting is busy.

A few limitations to be aware of: matching is done by SKU, so the SKU on the till must exactly equal the item code in accounting (Xero Code, QBO Sku) — anything that doesn't match is counted as "unmatched" on the integrations page and left untouched. Items that aren't tracked for inventory in accounting (Xero items without Is Tracked As Inventory, QBO items without Track Qty On Hand — services, custom items, kits) are silently skipped because accounting has no quantity to give.

QuickBooks Online inventory tracking requires the Plus plan; Simple Start and Essentials don't track stock at all, so a QBO pull on those plans will skip everything.

Desktop POS does not connect to Shopify, WooCommerce or any other e-commerce platform by design — if you sell online, route stock changes through your accounting system and let its own integrations handle the web side.

Full Stack Pretender does offer “Simple Stock Sync” app that currently syncs stock quantities from Xero to Shopify ver 1.1 will also Sync QuickBooks to Shopify. (This app is waiting for Shopify approval as of 09/05/26.)

Cashiers and Roles

Cashiers

test cashier is now supervisor.

ADD CASHIER

Name PIN (4–8 digits)

test cashier

Role

Cashier — POS only

Add cashier

NAME	ROLE	STATUS	ADDED			
Test Admin <small>(you)</small>	admin	Active	5/9/2026	Reset PIN	Disable	Delete
test cashier	supervisor	Active	5/9/2026	Reset PIN	Disable	Delete
test supervisor	cashier	Active	5/9/2026	Reset PIN	Disable	Delete

Admin → Cashiers.

Roles:

- Cashier — sales only
- Supervisor — sales + add product + approve refunds
- Admin — full access

You can add, disable, delete, and reset PINs. You cannot delete yourself, the last cashier, or the last admin.

Settings

Admin → Settings.

Options include:

- Shop details
- Tax preferences
- Receipt header/footer
- Invoice template
- Invoice number prefix

Connecting accounting (Integrations)

Integrations

Connect your accounting system. Sales are pushed up automatically every hour and immediately when you close a shift.

License

Refresh

Install ID	313b3fa6-bcc4-4007-a813-77f3d18d6df4
Plan	trial
Billing	trial
Status	Unlocked — trial
Trial ends	5/16/2026, 9:06:34 AM
Last check	5/9/2026, 10:02:29 AM
Cloud	https://desktop-pos-cloud.fly.dev

Xero

Connect Xero

Enter the Xero account CODE (the number, not the name) from your Chart of Accounts. Each tender is recorded against its own account so you can reconcile cash drawer separately from EFTPOS settlements.

Cash account code	Card / EFTPOS account code
<input type="text" value="e.g. 090"/>	<input type="text" value="e.g. 091"/>

Save

Click **Connect Xero** — your browser will open, you'll approve access, then come back here and the till will pick up the connection automatically.

QuickBooks Online

Connect QuickBooks

Enter the QuickBooks account NAME exactly as it appears in your Chart of Accounts. Cash usually settles to a Cash on Hand or Till account. Card / EFTPOS commonly goes to Undeposited Funds (so you can match the bank deposit later) or directly to a clearing account.

Cash account name	Card / EFTPOS account name
<input type="text" value="e.g. 'Cash on hand'"/>	<input type="text" value="e.g. 'Undeposited Funds'"/>

Save

Connect QuickBooks Online to push sales as Invoices. Make sure your QBO file has at least one customer (used as the walk-in sales contact).

Admin → Integrations.

Before connecting, enter:

- Cash account code
- Card account code

Then click “Connect Xero” and approve in the browser.

Sync behaviour:

- Sales → Invoices
- Payments → Payments
- Refunds → Credit Notes
- Sync hourly also on close shift

QuickBooks / Xero Online

Admin → Integrations.

Before connecting, enter:

- Cash account name
- Card account name

Click “Connect QuickBooks” and approve.

Sync behaviour:

- Auto-creates walk-in customer
- GST codes applied automatically
- Sales → Invoices
- Payments → Payments
- Refunds → Credit Notes
- Sync hourly + on shift close

Backup

Backup

Download a snapshot of your shop setup so you can restore it on a new PC. Save the file somewhere safe (USB stick, OneDrive, Google Drive, or email it to yourself). We don't store your data in the cloud.

What's included

- Shop settings (name, tax rate, invoice template, deposit accounts)
- Tile grid — 0 buttons
- Products & barcodes — 1 item
- Cashiers & roles — 3 users (PINs are hashed, never readable)

Sales, refunds and shift history are NOT backed up here — those live in your accounting system (Xero / QuickBooks) once synced. The till is meant to be replaceable; your accounting is the system of record.

[Download backup](#)

Restore from backup

Pick a previously-downloaded backup file. This will **overwrite** your current settings, tile grid, products, and cashiers. Past sales and refunds are not touched. You won't be locked out — if the file doesn't contain you, your current admin account stays active.

No file chosen

Type **RESTORE** to confirm:

[Restore from file](#)

Admin → Backup.

Click “Download backup” to save:

- Settings
- Tiles
- Products
- Cashiers (PIN numbers are hashed)

Sales and shift records are not included — they live in your accounting system.

To restore, use the “Restore from backup” function.

End-of-Shift (Close shift)

← Back to POS

Close shift

Test Admin · opened 5/9/2026, 8:20:49 AM

SHIFT SUMMARY	
Sales	1
Refunds	0
Gross sales	\$10.00
Less refunds	-\$0.00
Net takings	\$10.00
Tax collected	\$0.91
BY TENDER	
Cash	\$10.00

CASH DRAWER	
Opening float	\$200.00
+ Cash sales (net)	\$10.00
Expected cash	\$210.00
COUNTED CASH IN DRAWER	
\$	210.00
Variance	Balanced ✓
NOTES (OPTIONAL)	
e.g. \$20 short — gave wrong change on first sale.	
CLOSE SHIFT & VIEW Z-REPORT	

1. Click close shift (POS screen)
2. Count cash and enter total
3. Variance is recorded
4. Outstanding sync items are pushed
5. Sign out

Works offline; syncs later.

Licence and Trial

We offer 7-day free full trial, when trial expires, new sales are blocked until payment a plan is selected.

We have the following plans Plans:

- Standalone: \$49/month
- With accounting: \$69/month

We do NOT charge transaction fees

We do NOT offer refunds (trial is your test period)

Your Desktop POS will stay active until your current subscription ends.

Troubleshooting

Receipt Didn't Print

- Check printer power
- Ensure it's Windows default
- Print a Windows test page
- Reprint from Sales History

“Connect Xero/QBO” Greyed Out

Deposit accounts not filled in.

Page Didn't Update After Connecting

Refresh (F5) or return to POS window.

Sync Failing

Check the error message in Integrations.

Forgot Admin PIN

Email support from the licence email.

Program Won't Start

Try “Run as administrator.” If still failing, email support.



FAQ

Do I need internet? Only for licensing and accounting sync.

Where is my data stored? Locally on your PC.

Can I run multiple tills? Yes, each till is its own install and billed separately.

Does it talk to Shopify? Desktop POS keeps things simple: it doesn't connect to Shopify directly. Instead, we offer **Simple Stock Sync**, a separate app that updates Shopify inventory using your accounting system as the source of truth. This gives you accurate stock on Shopify without needing a full POS-Shopify integration.

Can I print invoices on letterhead? Yes — edit the A4 template.

What payment methods are supported? Cash and card (via your existing terminal).

Can I split payments? Yes.

Do you take a percentage of sales? No. We don't take a cut of your sales and we don't add transaction fees on top. Your subscription is a **flat monthly price**, and that's all you pay. Whether you sell \$100 or \$100,000 in a month, your POS cost stays the same.



This page is intentionally left blank for notes.