

How to get started with Wallmob

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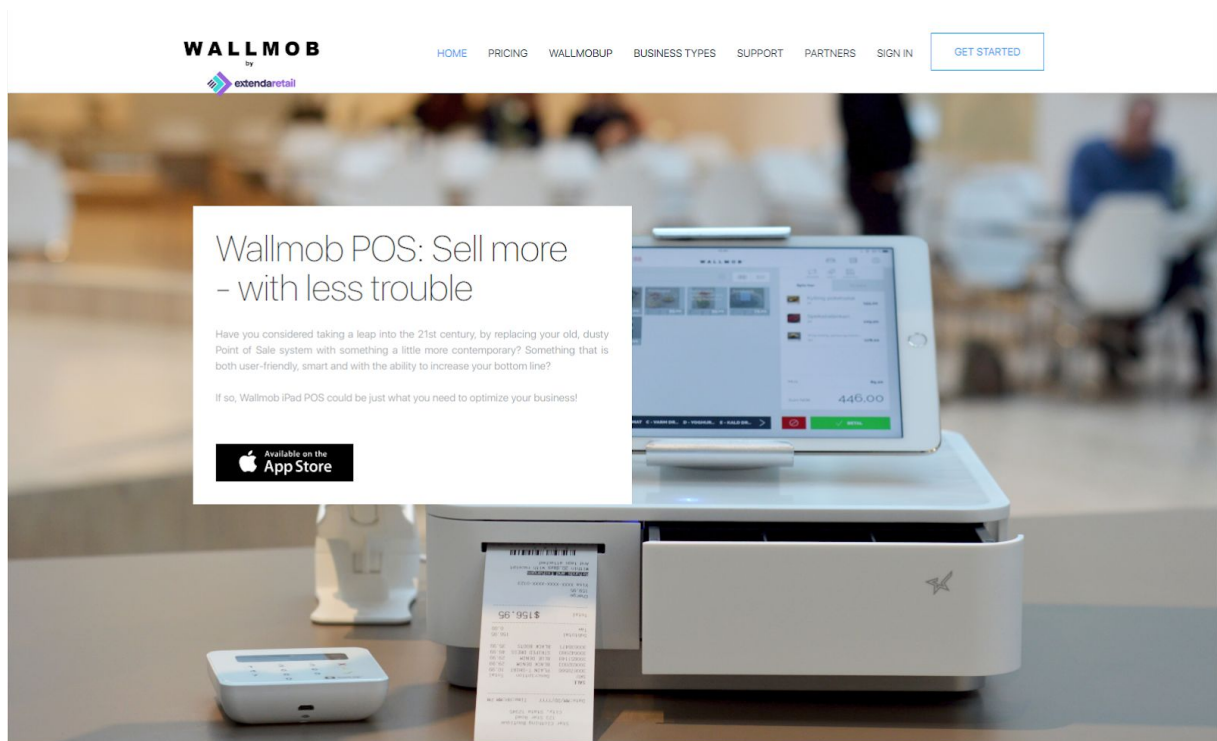
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1 Register

1.1 Enter the web site

Go to <https://www.wallmobpos.com/> and select *GET STARTED* from the top right menu:



1.2 Create account

Enter required information and choose preferred Wallmob license.

- *WallmobFull* (all functions)
- *WallmobUP* (all functions except campaigns, customer register and access to API for integrations).

Note that the country dropdown menu will decide which currency is used.



Let's get started:

Enter company name *

Enter e-mail *

Enter phone number *

Enter a password *

Enter your password again *

Austria ▼

Wallmob UP

☐ I agree with [Terms & Conditions](#)

START YOUR FREE TRIAL

Select *Start free trial*. You will be redirected to a welcome webpage and you will receive a welcome e-mail. Read them both.



2.3 Login to your backoffice

Using the shortcut *GO TO THE LOGIN PAGE* from the welcome webpage:



Or go directly to: <https://wbo-etail.wallmob.com/>.

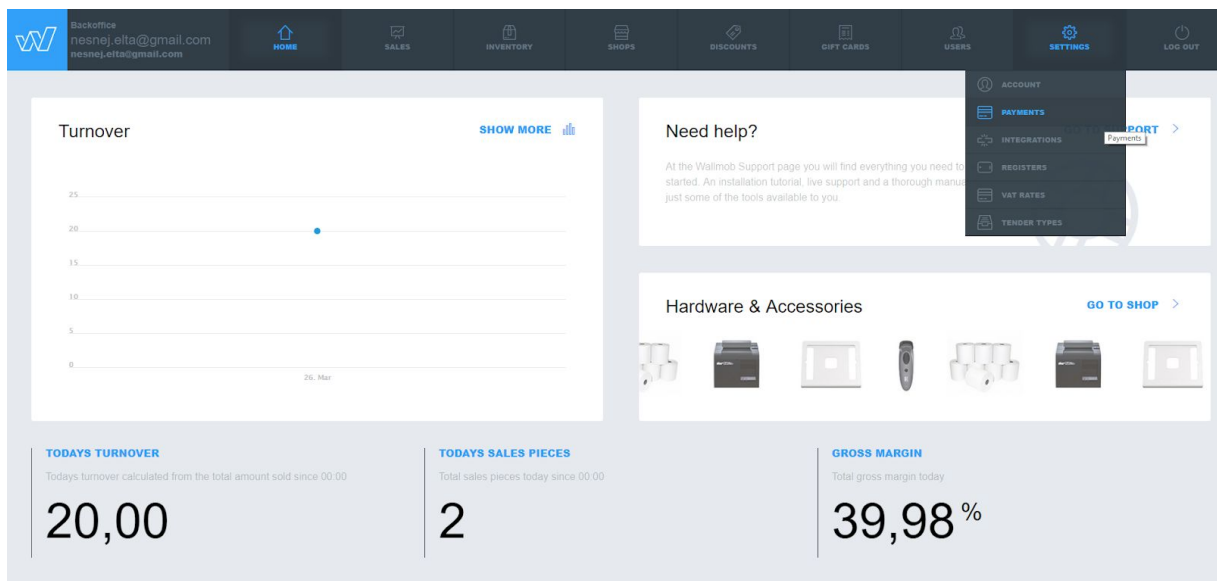
Use the e-mail and password registered to log in to backoffice:

The screenshot shows the Wallmob Backoffice login page. The background is a solid light gray. The word 'Backoffice' is displayed in a large, dark gray font. Below it are two input fields: the first is labeled 'BRUKERNAVN' with the placeholder text 'Skriv inn brukernavn', and the second is labeled 'PASSORD' with the placeholder text 'Skriv inn passord'. Below these fields is a blue button labeled 'LOGG PÅ'.

2.4 Add payment method

First Month using Wallmob will always be free of charge. To ensure that your license will stay active you should add payment card details. Add payment card details using dropdown menu *SETTINGS>ACCOUNT*.





Then agree to the terms and select **ADD CREDIT CARD**. Add the details and select **SAVE CARD**.

The screenshot shows the 'Account' page with fields for Company (ORG NR, UPDATE), User data (E-MAIL, COMPANY NAME), and CONTACT PERSON (CONTACT PERSON, PHONE NUMBER, STREET NAME, ZIP CODE). A modal window titled 'WallMob A/S by Virma Retail AS' is open, showing the '2. Save payment card' step. The modal includes fields for Cardholder, Card number, Expiry date, and CVC, along with a 'Save card' button. It also displays the date 26/03/2019, order number z9pm26032019150953, and card renewal information. The modal footer mentions 'bambora' and 'Sambora Online A/S is PCI certified by VISA / Mastercard and all communication is encrypted via a secure connection.'

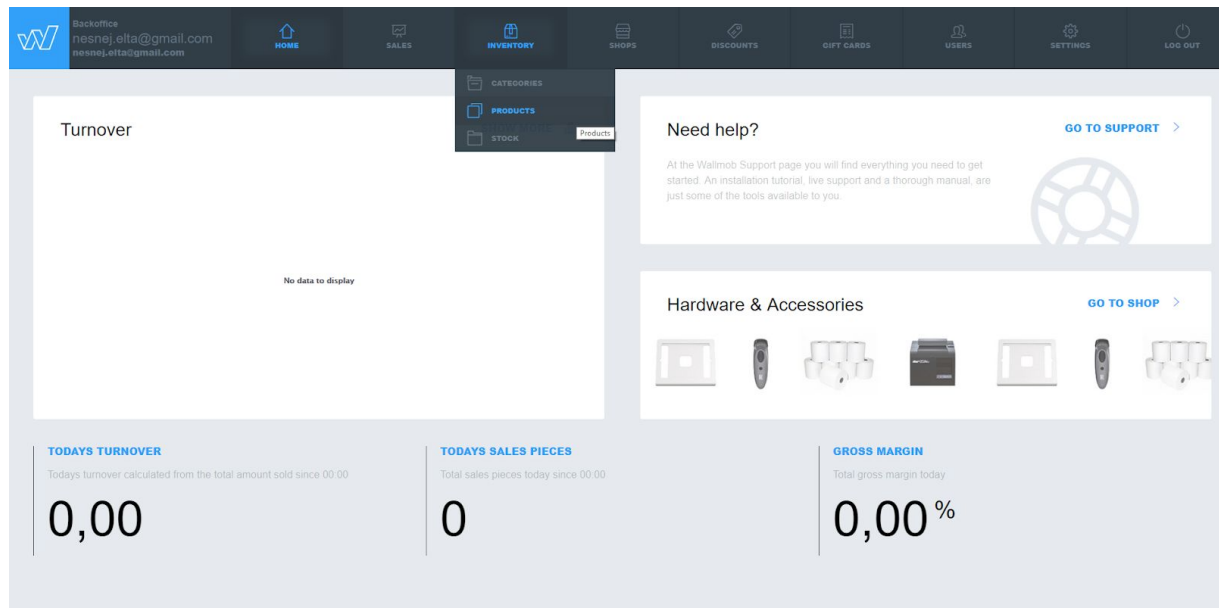
For invoice option contact your local Wallmob supplier.



2 Add products


Add your products

Add your product using dropdown menu *INVENTORY->PRODUCTS*.



Enter product details. Be thorough. Good basic data is important for the rest of the business. Note that name and SKU are required fields. Select *SAVE PRODUCT* when ready.





Backoffice
nesnej.elta@gmail.com
nesnej.elta@gmail.com

HOME
SALES
INVENTORY
SHOPS
DISCOUNTS
GIFT CARDS
USERS
SETTINGS
LOG OUT

Products

[NEW PRODUCT](#)

New product

DETAILS
ADD-ON PRODUCTS

PRODUCT ID

Product id

+

NAME *

Coca Cola 0.33

SKU

154262235321

|||+

CATEGORIES

Enter categories

DESCRIPTION

Coca Cola with no sugar.

COST PRICE

5.00

RETAIL PRICE

10.00

STOCK VALUE

12


VAT RATE

20.00% [Defau]

▼

GROSS MARGIN: 40%

ADVANCED



UTEN SUKKER

Color

+

UNIT

▼

☒ ACTIVE
☒ OFFLINE
☐ ADD-ON
☐ VARIABLE PRICE

VARIANT	SKU	COST PRICE	RETAIL PRICE	STOCK	
Enter variant name	SKU	5.00	10.00	Ente	ADD

REMOVE PRODUCT

SAVE PRODUCT

Repeat for all your products.

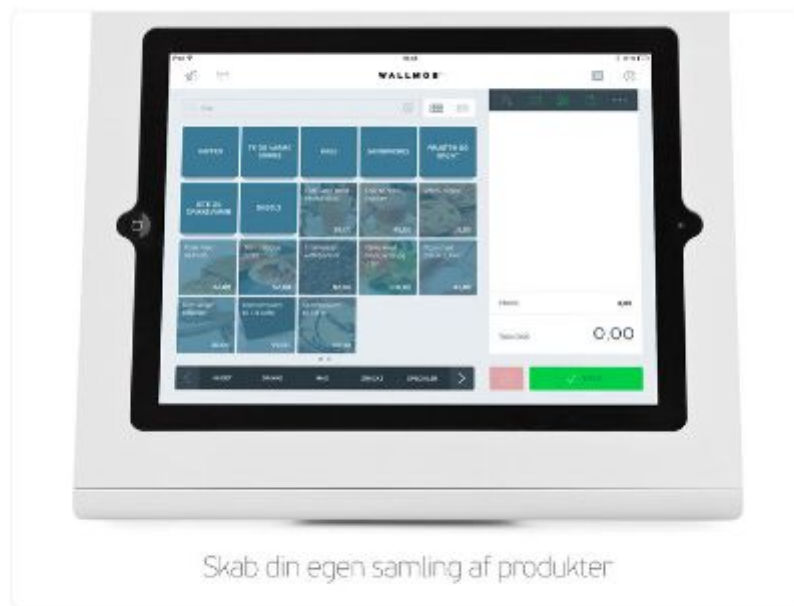


3 Activate Point Of Sale

3.1 Download the Wallmob POS application from App Store to your iPad



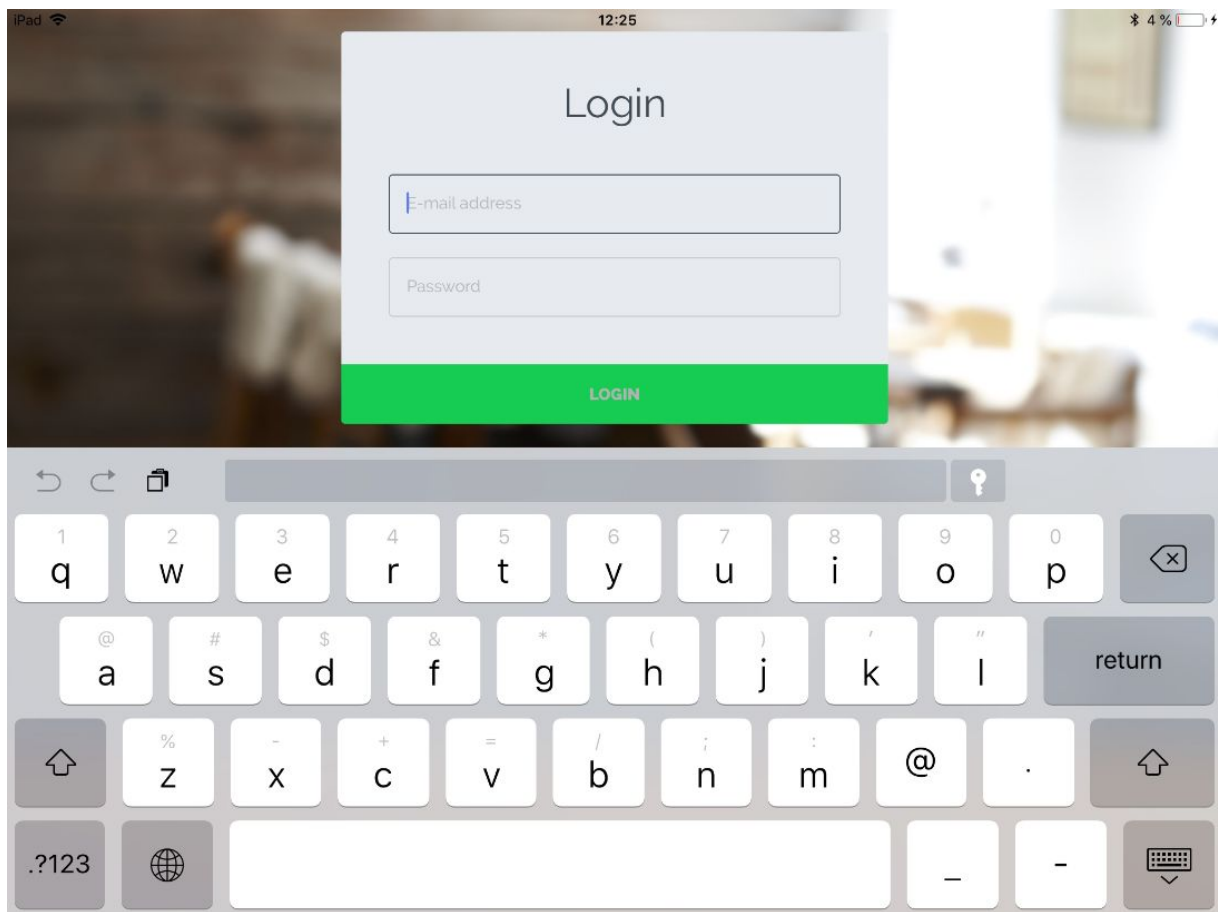
Wallmob POS
Næringsliv



3.2 Open and login to Wallmob POS application on your iPad

Log in using the same credentials as in backoffice.

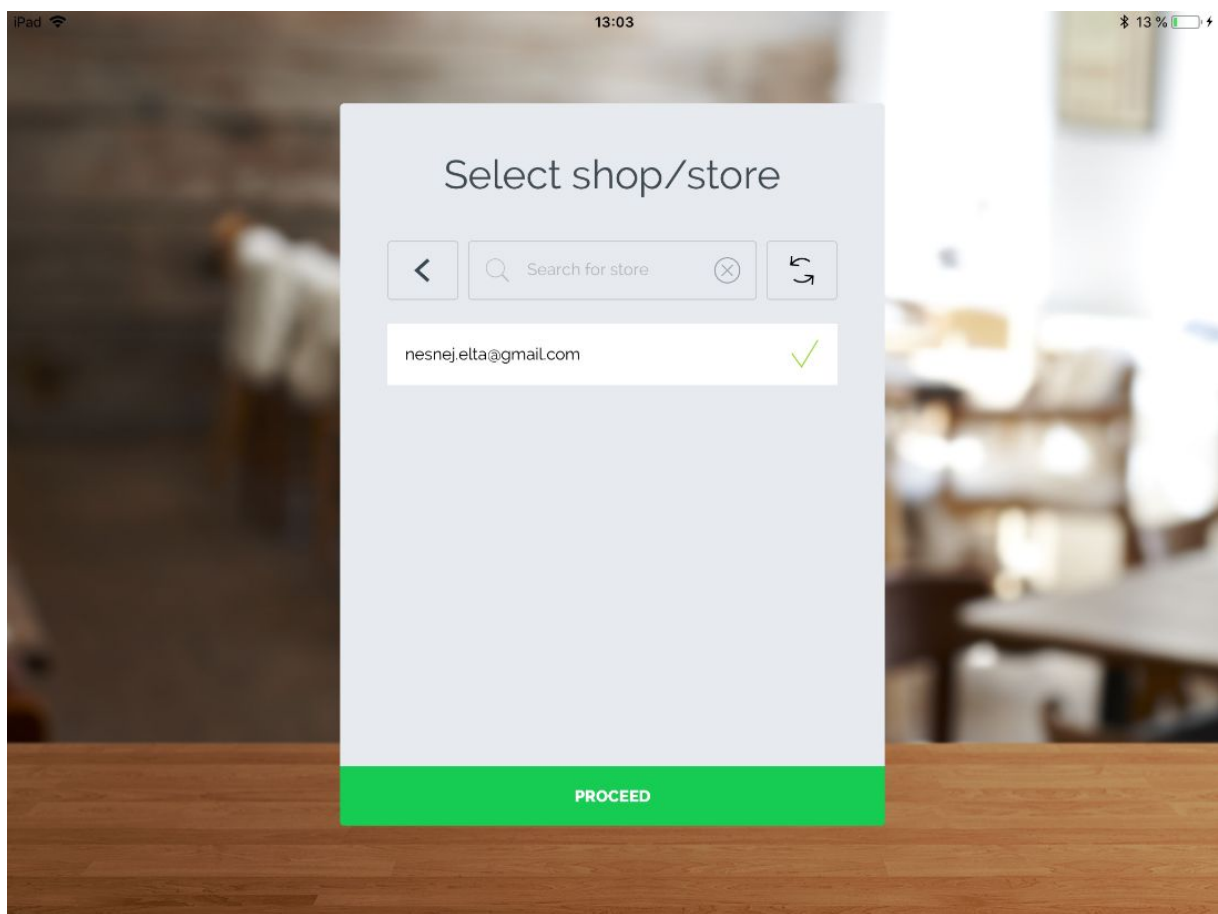




3.3 Select the correct shop/store.

There should be only one option in the list. Then select *PROCEED*.



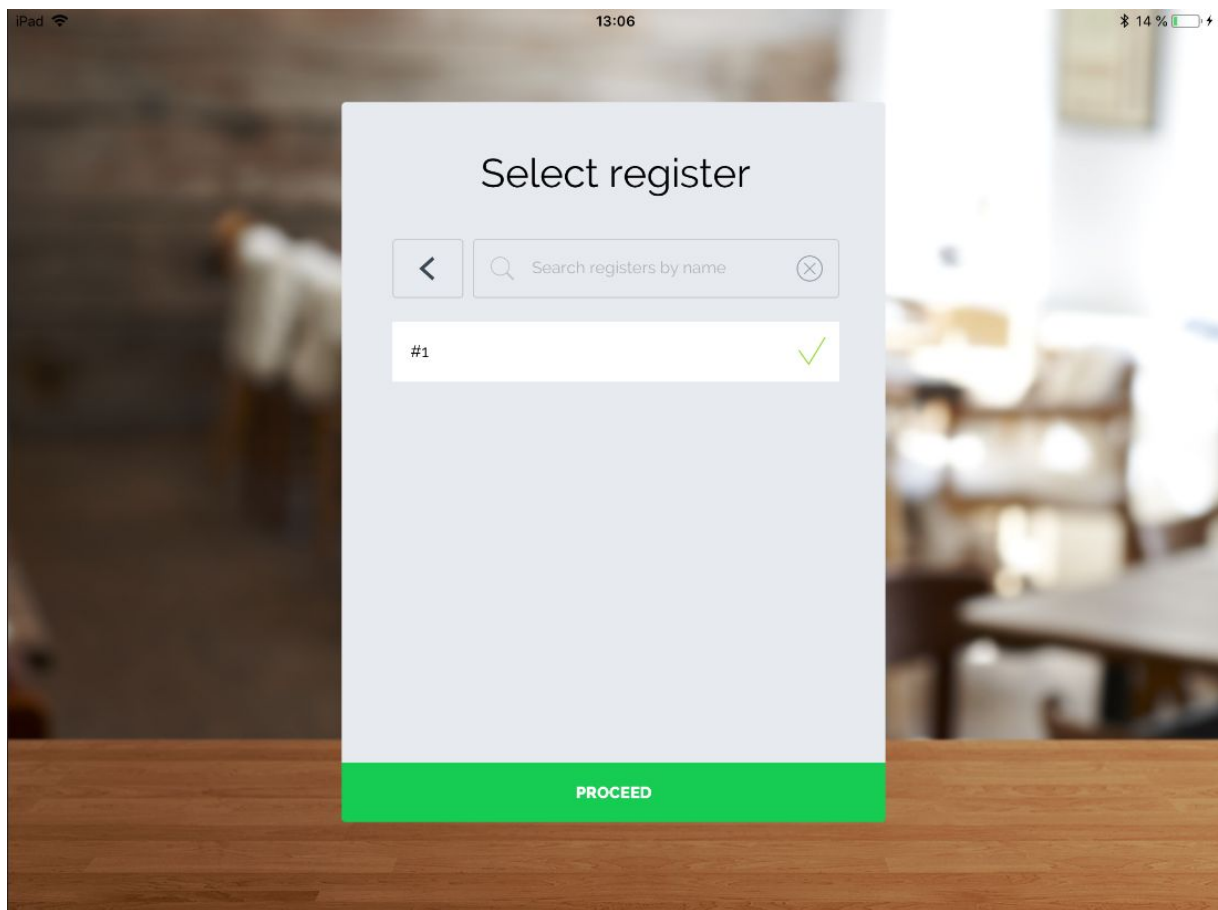


POS application will download relevant store and product information.

3.4 Select the correct register (Point Of Sale).

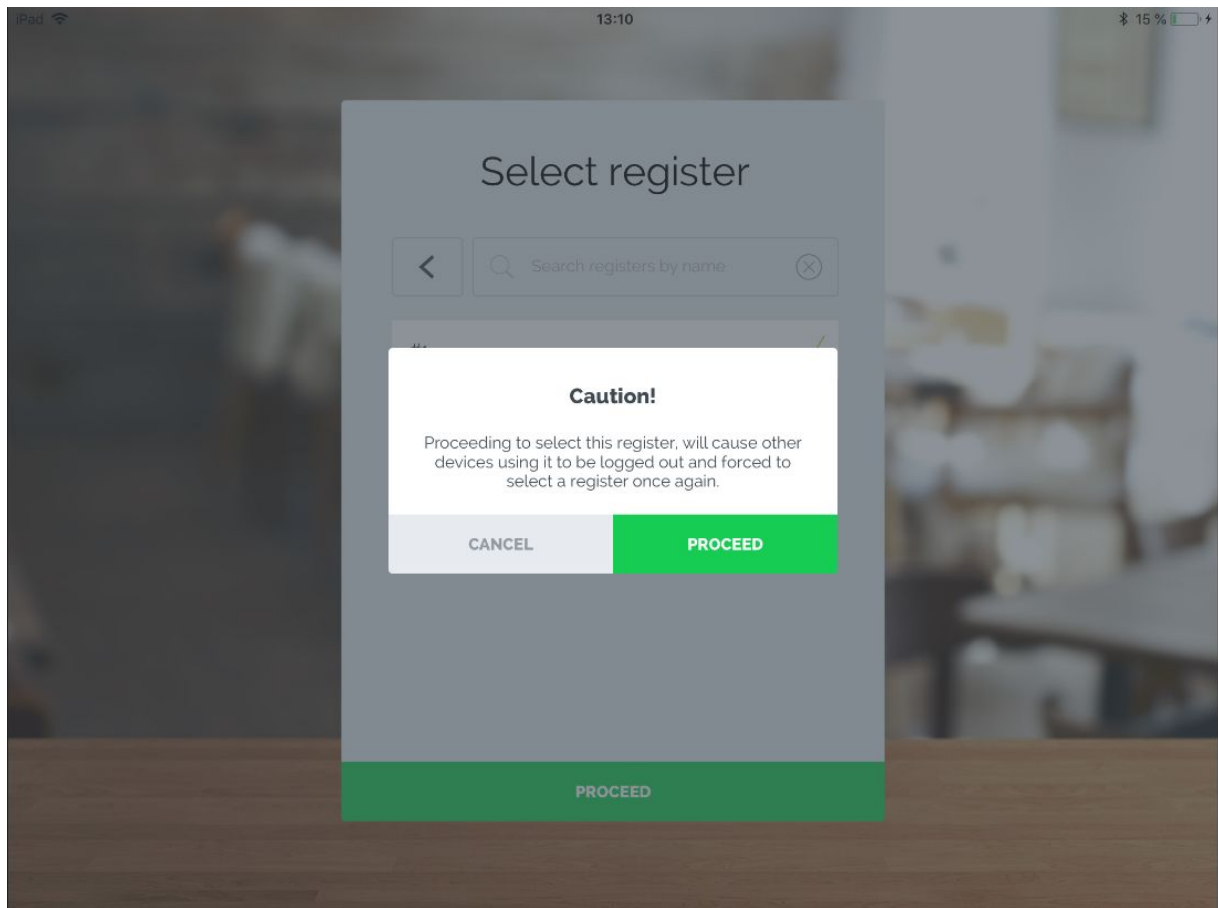
There should be only one option in the list. Then select *PROCEED*.





A pop-up warning will be displayed. Read it. The very first time you log in to a POS it will not be relevant. Then select *PROCEED*.

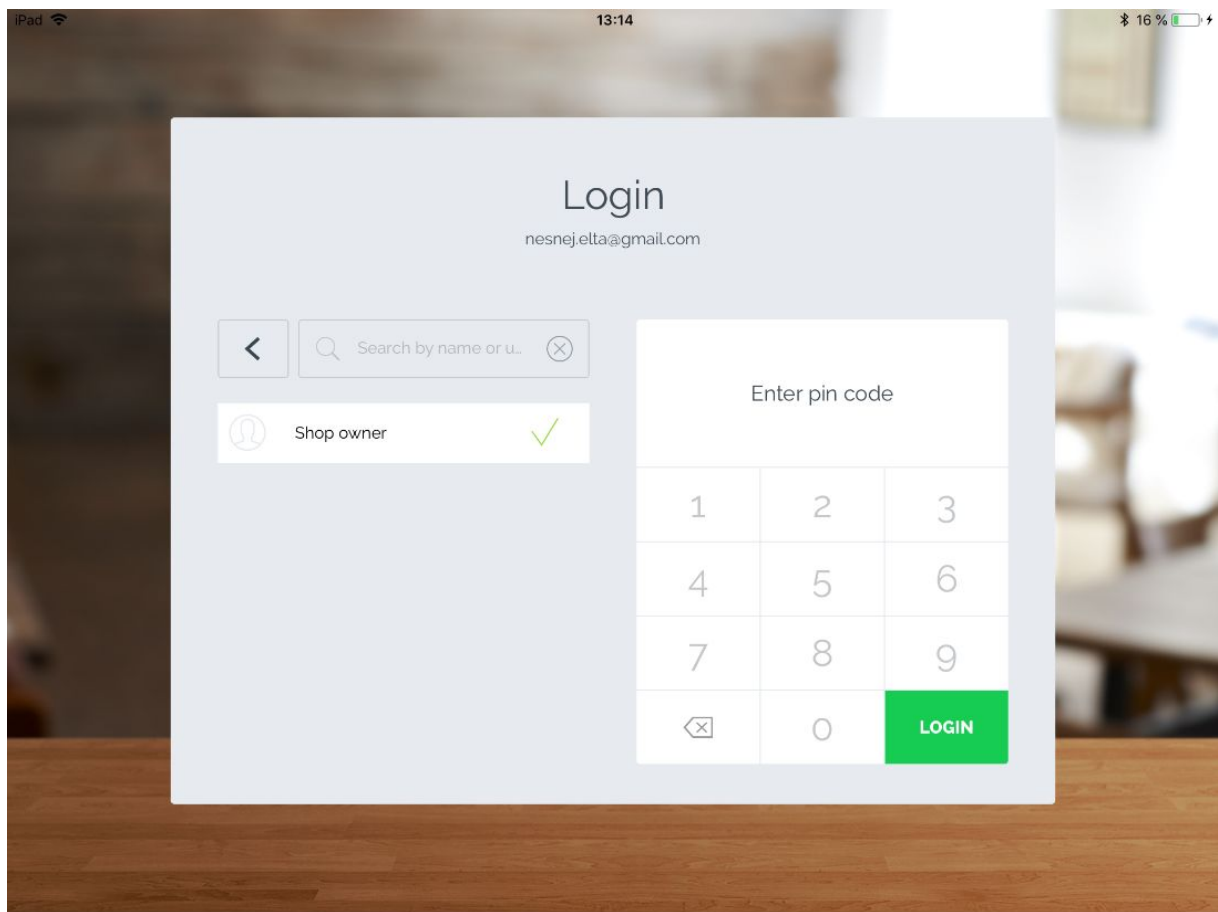




3.5 Select correct cashier.

Select cashier *Shop Owner* and then *LOG IN*. Note that as a default there is no pin code required.





3.6 Enter cash amount.

If there is a cash amount (for change) in the POS please enter the amount.



iPad 13:16 16 %

×

Begin day

Enter amount in **GBP**

0.00 GBP

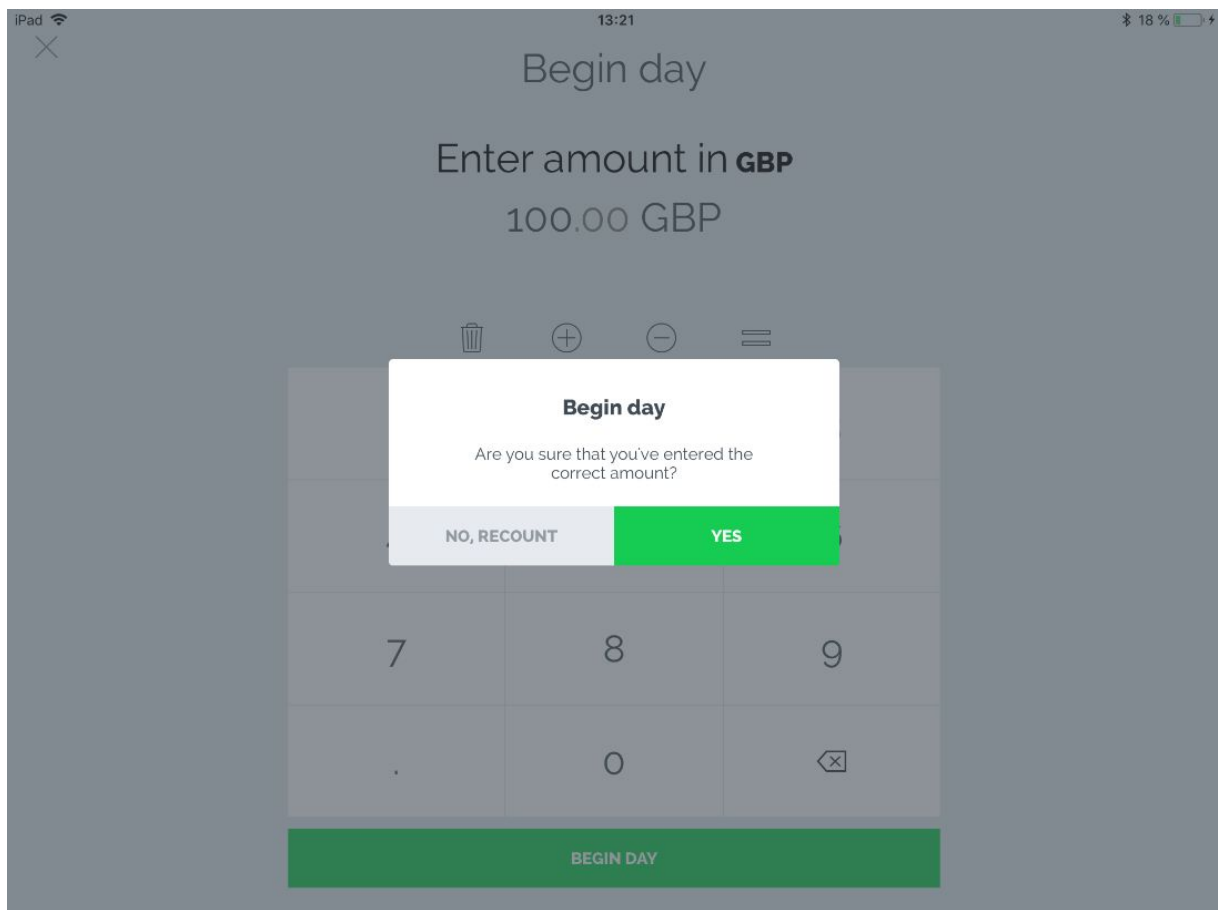
☒ ⊕ ⊖ =

1	2	3
4	5	6
7	8	9
.	0	⌫

BEGIN DAY

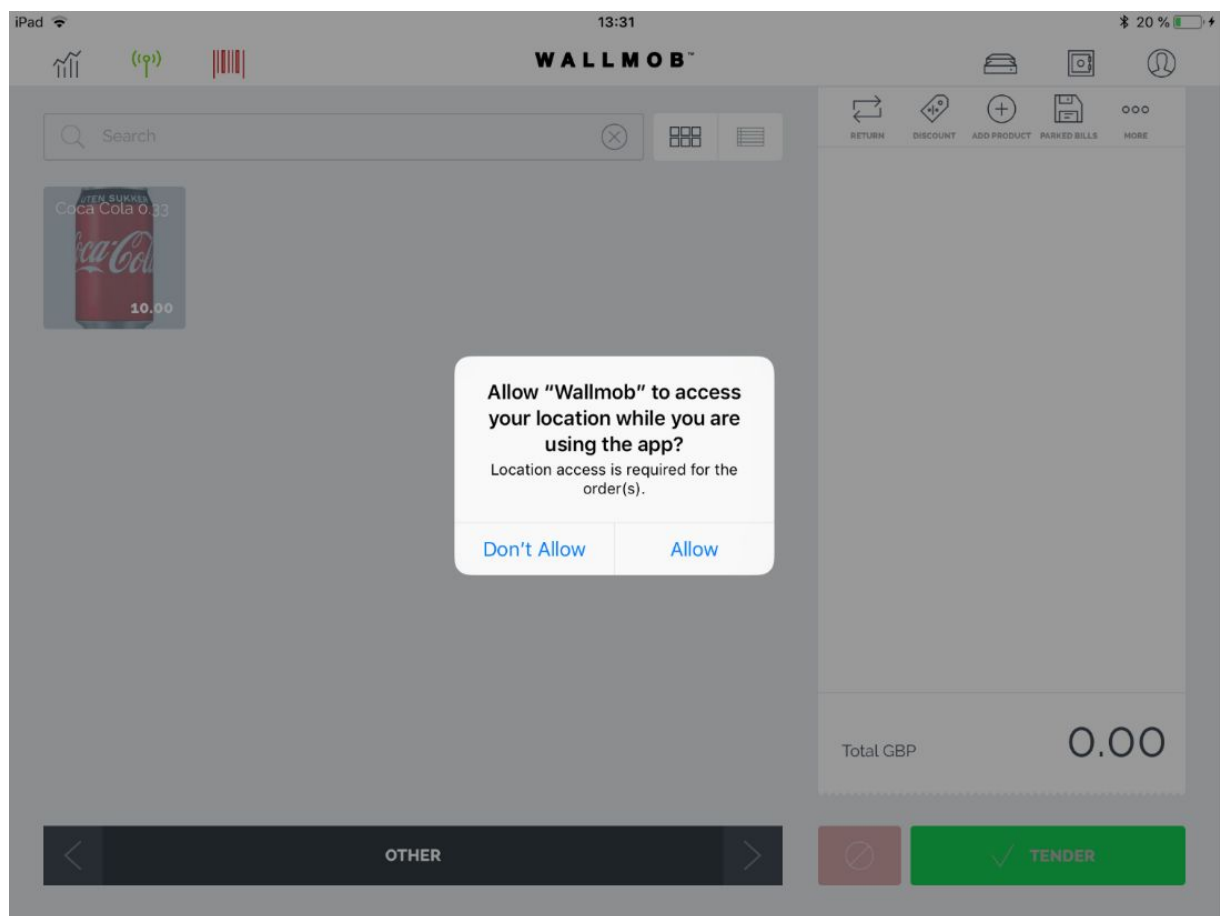
You will then be prompted to make sure you've entered the correct amount. Select *PROCEED*.





You will then be prompted regarding location services. Select option based on your own preferences. This choice will not affect the use of the Wallmob POS application.





You are now ready to do your first sale!





WALLMOB™



Search



RETURN



DISCOUNT



ADD PRODUCT



PARKED BILLS



MORE



Coca Cola 0.33

10.00

Total GBP

0.00



OTHER



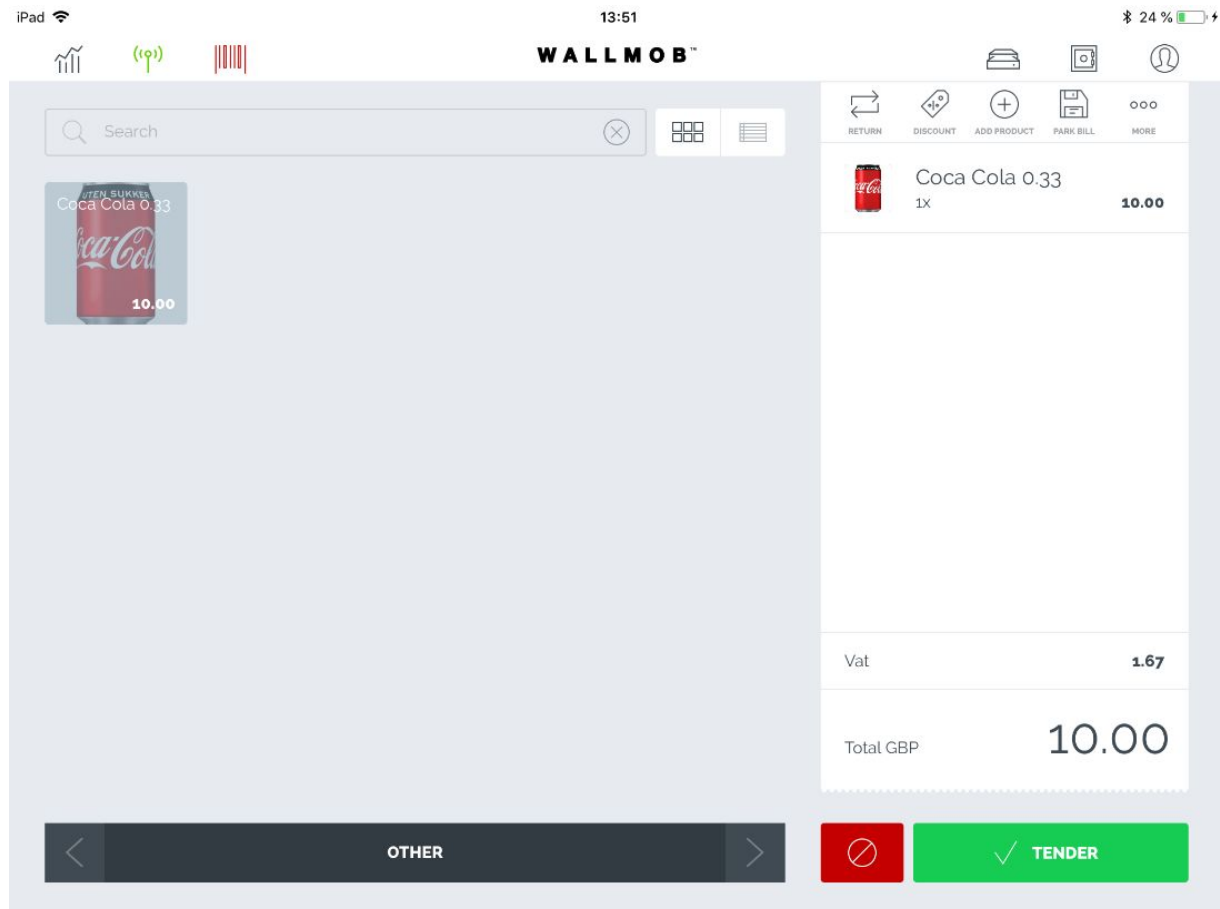
TENDER



4 Sell your products

4.1 Select product(s)

To add a product to the shopping cart just tap the image (or anonymous square if product image has not been uploaded). Repeat to add more than one.



4.2 Get paid

Select *TENDER* to enter payment mode. Then select *CASH*.







×


AMOUNT

10.00 GBP

(To pay: 10.00)

CASH

CARD


MISCELLANEOUS

1	2	3
4	5	6
7	8	9
.	0	⌂

CASH DRAWER

SPLIT

CURRENCY

Coca Cola 0.33
1X **10.00**

Vat **1.67**

Total GBP **10.00**

✓ TENDER

Select **TENDER** again to complete the transaction. You will be presented a page that makes it possible to send a receipt by e-mail to the customer (if requested). Select **CLEAR PAYMENT** to start a new sales process.





Return GBP0.00
Order total GBP10.00



Enter e-mail



PRINT RECEIPT



EMAIL



CLEAR PAYMENT ... 5



5 Additional information

5.1 Additional payment methods

It is possible to add numerous other payment methods like payment cards, gift cards, vouchers, mobile pay etc. Descriptions on how to do this is available in other 'How to'-documents.

5.2 Peripherals

Lots of equipment can be added to ease or/and improve the sales process for the cashier and the customer such as receipt printers, item scanners and payment terminal. Descriptions on how to do this is available in other 'How to'-documents.

5.3 Backoffice

The backoffice web page is an easy to use administrator tool for the store and/or the chain of stores. Examples of some of the functions:

- user administration
- product and inventory management
- campaign management
- customer administration
- sales reporting

