**Name of Project, Application, Initiative, etc:** Bookstore POS System

**School:** Lindsey Wilson College

**Award for Nomination:** Best New Campus Application System

**Description**

The Point of Sale (POS) system was designed to manage inventory, pricing and sales of items in the college Bookstore. This system, which was programmed entirely in-house, makes use of touch screen monitors, USB hand-held scanners, card readers and IP based cash drawers. Along with the typical functionality of a POS system, the following illustrates the real strength of this application in regard to the acceptable forms of payment and how each payment type communicates with and updates Banner:

- **Student Charges** – the system queries student accounts and financial aid to calculate if a student has a credit on their account. If the purchase total does not exceed this credit then the student is allowed to put the amount on their accounts. The Bookstore manager also has the ability to override this in the event that the student has received prior approval from the athletics or student account offices.
- **Departmental Charges** – employees provide accounting information (fund, org, account) for what they want to charge. The POS system creates the appropriate Journal Entry in Banner to debit the correct department/account.
- **RaiderBucks** – uses the college’s system that allows students and employees to carry a balance on their ID cards. This money is kept in a holding account until the money is spent by the cardholder. The POS affects both the holding and cardholder’s account.
- **Credit Card** – approves the credit card online and affects the cash account in Finance
- **Cash** – affects the cash account in Finance

In addition to the above payment methods, a batch process is executed nightly that affects each of the revenue accounts in Banner for the Bookstore based upon the day’s sales.

**Justification**

Not only does this application streamline the transaction process between the Bookstore staff and their customers by automating previously manual processes, it also affects several functional groups on campus: Student Accounts, Financial Aid, Athletics and the Business Office.

**Benefits**

Prior to the POS system, transactions other than cash sales began and ended with a trail of paper. The following summarizes the transactions and the manual processes associated with them that have now been automated and require no user involvement:

- **On a daily basis,** the Business Office was responsible for crediting all of the Bookstore revenue accounts based on the paper summaries submitted by the Bookstore for the prior day’s sales.
• Paper logs were kept in the Bookstore for departmental charges detailing transactions. This paper work was subsequently sent to department supervisors who signed for the transactions and forwarded them to the Business Office where the transactions were entered into Banner.
• Students charging books and supplies to their account had to have prior approval. At the end of the day receipts for these transactions were submitted to Student Accounts and were then entered manually to the student’s account.