

An Introduction to TITO – Supporting Document

Metropolis – TITO at the Cashier

Overview

The following will demonstrate what the cashier will experience when using the Pay application to process a TITO ticket.

Process

1. The patron will present their TITO ticket to the cashier
2. From the **Payout Entry** screen, scan the TITO ticket

Floor	Serial	Date	Time	Type	Player	Badge	Amount	Docket No	Status
1	ABC123456	6/10/2020	08:36 AM	Cancel Credit			\$35.00	4314	Docket
1	ABC123456	6/10/2020	08:35 AM	Cancel Credit			\$26.00	3046	Docket
1	ABC123456	5/10/2020	09:43 AM	Cancel Credit*			\$2,000.00		

3. Check the payout details and press **OK**

Payout Details

Date: 06/10/2020 Time: 08:36 AM Type: Cancel Credit

Floor No.: 1

Serial: ABC123456 Game Name: Storm Queens

Amount: \$35.00 Voucher:

Badge: 0 Find...

First Name:

Surname:

Status:

Non-Member

OK Cheque/EFT Cancel

4. The cashier will have the option to verify the amount prior to taking the funds out of the cashier till. By default – the dollar amount will be set to auto populate – however if required – this can be customised and can be changed to be a manual process. Once the value is entered or checked select **OK**.

Payout Details

Date: 06/10/2020 Time: 08:36 AM Type: Cancel Credit

Floor No.: 1

Serial: ABC123456 Game Name: Storm Queens

Amount: \$35.00 Voucher:

Badge:

First Name:

Surname:

Status:

Verify Amount

\$35.00

OK Cancel

OK Cheque/EFT Cancel

5. When the ticket has been paid, the ticket will be removed from the **Payout Entry** screen leaving only unpaid tickets.

Pay

File Cashier Shift Supervisor Help

Cashier

Payout Entry

Collect Unclaimed

Cash Redemption

Points Redemption

Payout Entry

F3 Refresh F4 Collect Payout F5 Link Jackpot F6 Add Refill F7 Manual Payout F8 Add Pending F11 Find Ticket

F2 Enter Floor No. (Blank to reset) Sort Order Date/Time Last 12 Months

Uncollected Payouts

Floor	Serial	Date	Time	Type	Player	Badge	Amount	Docket No	Status
1	ABC123456	6/10/2020	08:35 AM	Cancel Credit			\$26.00	3046	Docket
1	ABC123456	5/10/2020	09:43 AM	Cancel Credit*			\$2,000.00		

6. Moving to the **Shift** menu

Pay

File Cashier Shift Supervisor Help

Cashier

Payout Entry

Collect Unclaimed

Cash Redemption

Points Redemption

Shift

Options

Payout Entry

F3 Refresh F4 Collect Payout F5 Link Jackpot F6 Add Refill F7 Manual Payout F8 Add Pending F11 Find Ticket

F2 Enter Floor No. (Blank to reset) Sort Order Date/Time Last 12 Months

Uncollected Payouts

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1	ABC123456	6/10/2020	08:35 AM	Cancel Credit			\$26.00	3046	Docket
1	ABC123456	5/10/2020	09:43 AM	Cancel Credit*			\$2,000.00		

Payout Count: 2

Last Refresh: 6/10/2020 8:38 AM

EPS System User 6/10/2020 8:39 AM Version 4.3.72

7. **Shift Totals**

Pay

File Cashier Shift Supervisor Help

Cashier

Shift

Shift Totals

Transactions

End Shift

Logoff

Options

Payout Entry

F3 Refresh F4 Collect Payout F5 Link Jackpot F6 Add Refill F7 Manual Payout F8 Add Pending F11 Find Ticket

F2 Enter Floor No. (Blank to reset) Sort Order Date/Time Last 12 Months

Uncollected Payouts

Floor	Serial	Date	Time	Type	Player	Badge	Amount	Docket No	Status
1	ABC123456	6/10/2020	08:35 AM	Cancel Credit			\$26.00	3046	Docket
1	ABC123456	5/10/2020	09:43 AM	Cancel Credit*			\$2,000.00		

Payout Count: 2

Last Refresh: 6/10/2020 8:38 AM

EPS System User 6/10/2020 8:39 AM Version 4.3.72

8. And then **Payout Totals, - Ticket Out** will now include the ticket that was paid by the Cashier and the relevant **Cash Totals** will also be updated.

Shift Totals

Cashier: EPS System User Shift: Fri 02 Oct 20 3:19 PM to Tue 06 Oct 20 8:39 AM

Payout Totals | Redemption Totals | Float Reconciliation

Cancel Credit	\$0.00	0	1	Withheld	\$0.00	0
Machine Jackpot	\$0.00	0		Unclaimed	\$0.00	0
Link Jackpot	\$0.00	0		Archived	\$0.00	0
Refill	\$0.00	0		Cashed Cheques	\$0.00	0
Short Pay	\$0.00	0		Bought Cheques	\$0.00	0
Bonus Pay	\$0.00	0		Redemptions	\$0.00	0
Dispersed Prize	\$0.00	0		Cash Totals	\$35.00	1
BreakAway	\$0.00	0		Printed Cheques	\$0.00	0
Ticket Out	\$35.00	1		EFT Receipts	\$0.00	0
Residual Ticket	\$0.00	0		Dispensed Cash	\$0.00	0
Transfer Card	\$0.00	0		Paid Unclaimed	\$0.00	0
Transfer Card Residual	\$0.00	0		Totals	\$35.00	1
Payouts	\$35.00	1				

9. In the **Float Reconciliation** tab,

10. The float values will also be updated. This information can be reviewed and printed as part of the end of shift procedures.

Shift Totals

Cashier: EPS System User Shift: Fri 02 Oct 20 3:19 PM to Tue 06 Oct 20 8:39 AM

F3 Print | **F4 Float Increase** | **F5 Float Decrease**

Payout Totals | Redemption Totals | **Float Reconciliation**

\$100	\$0.00	0	Cash	\$0.00	0
\$50	\$0.00	0	Cheques	\$0.00	0
\$20	\$0.00	0	Payouts	\$35.00	1
\$10	\$0.00	0	Redemptions	\$0.00	0
\$5	\$0.00	0	Printed Cheques	\$0.00	0
\$2	\$0.00	0	EFT Receipts	\$0.00	0
\$1	\$0.00	0	Dispensed Cash	\$0.00	0
50c	\$0.00	0	Cashless Credit	\$0.00	0
20c	\$0.00	0	Cashless Debit	\$0.00	0
10c	\$0.00	0	Credit Transfer Credit	\$0.00	0
5c	\$0.00	0	Credit Transfer Debit	\$0.00	0
Cash Total	\$0.00	0	TOTALS (A)	\$35.00	1
			Start Float	\$0.00	0
			Increases	\$0.00	0
			Decreases	\$0.00	0
			TOTALS (B)	\$0.00	0
			Balance (A - B)	\$35.00	

Float Validation Pending

Increasing: \$0.00

Decreasing: \$0.00

F11 Clear All

Validate Request

11. In addition to the **Shift Totals** and under **Transactions**

Shift Totals

Cashier: EPS System User Shift: Fri 02 Oct 20 3:19 PM to Tue 06 Oct 20 8:39 AM

Payout Totals	Redemption Totals	Float Reconciliation
\$100	\$0.00	0
\$50	\$0.00	0
\$20	\$0.00	0
\$10	\$0.00	0
\$5	\$0.00	0
\$2	\$0.00	0
\$1	\$0.00	0
50c	\$0.00	0
20c	\$0.00	0
10c	\$0.00	0
5c	\$0.00	0
Cash Total	\$0.00	0
Cash	\$0.00	0
Cheques	\$0.00	0
Payouts	\$35.00	1
Redemptions	\$0.00	0
Printed Cheques	\$0.00	0
EFT Receipts	\$0.00	0
Dispensed Cash	\$0.00	0
Cashless Credit	\$0.00	0
Cashless Debit	\$0.00	0
Credit Transfer Credit	\$0.00	0
Credit Transfer Debit	\$0.00	0
TOTALS (A)	\$35.00	1
Start Float	\$0.00	0
Increases	\$0.00	0
Decreases	\$0.00	0
TOTALS (B)	\$0.00	0
Balance (A - B)	\$35.00	

Float Validation Pending: Increasing \$0.00, Decreasing \$0.00. Buttons: F11 Clear All, Validate Request.

12. And then the **Payouts** tab, the cashier will be able to view details of ALL payouts that have been processed as part of their shift. This screen is also able to be printed for reconciliation requirements.

Transactions

Cashier: EPS System User Shift: Fri 02 Oct 20 3:19 PM to Tue 06 Oct 20 8:39 AM

Payouts | Paid Unclaimed | EET | Redemptions | Cashless | Credit Transfer

Sort Order: Date/Time Type Filter: <All>

Date	Time	Type	Amount	Floor	Serial	Voucher	Player	Badge
6/10/2020	8:38:57 AM	Cancel Credit	\$35.00	1	ABC123456	0421120012...		
Totals		1 transactions	\$35.00					

For safe practice, we recommend that the barcode scanner be positioned to face the patron which will allow them to scan their ticket. Once the ticket is scanned, the patron can then place the ticket in a tray located next to the scanner for the venue to process later during reconciliation and reduce the need for additional manual handling.

This document should be read in conjunction with any government or regulatory guidelines to ensure all requirements are met.

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