Locations

~ CLERKS ~

The tab sets which employees work on the clerk keys of a fiscal scale. A clerk is selected from the employees; the employee must be active and have an **entered clerk code**.

POS receipts are issued by Brix users, and no clerks are entered on a point of sale for them — see POS receipt clerks.

Fiscal scale

For a fiscal scale the tab shows the clerk keys on the scale, **V1** to **V8**. For each key enter:

- ***{Employee}***
  The employee working under that key. The same employee can be assigned to several keys.
- ***{PAY}***
  The default payment method for receipts issued under that key (e.g. **G**) — see About payment methods.

Changes are saved with the SAVE button.

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