POS System Setup & Testing Checklist

Hardware Setup

- [ ] POS terminal installed and powered
- [ ] Receipt printer connected and printing
- [ ] Barcode scanner operating correctly
- [ ] Cash drawer opens by command
- [ ] Card reader recognized and tested
- [ ] Network connection and internet access
- [ ] UPS/backup power supplies tested

Software Installation

- [ ] Operating system up to date
- [ ] POS software installed
- [ ] License key activated
- [ ] System and device configuration completed
- [ ] Firewall/security setup checked

Functional Testing

- [ ] Login with different user roles
- [ ] Process sample sales transaction
- [ ] Test refund/void process
- [ ] Verify all payment methods
- [ ] Generate daily sales report

Training & Handover

- [ ] User guide provided
- [ ] Staff training completed
- [ ] Support contacts shared