SharpLynx Lite
Getting Started

Congratulations on your purchase of SharpLynx Lite!

Getting started with SharpLynx Lite is easy. This document contains a brief overview that will help you to get up and running quickly. A number of important concepts will also be explained giving you a better understanding of how the software works.

Installing SharpLynx Lite

The SharpLynx installer is typical for a Windows application. The installer can be downloaded directly from the SharpLynx web site:

1. https://sharplynx.com/
2. Go to **Downloads > SharpLynx Lite vX**
3. Click on the Download SharpLynx Lite vX link

We recommend that you save the installer (SLLvX.exe) on your PC first rather than running it directly from the web site. It is also recommended that you close any other programs and disable any anti-virus software before running the installer.

The SharpLynx Lite User Guide is included as a PDF document when the software is installed. To access the user guide go to *Windows Start Menu > All Programs > Lynx Software > SharpLynx Lite vX User Guide*. SharpLynx Lite also includes a help file which can be accessed from the **Help** menu. Context sensitive help can be accessed within the software by pressing the **F1** key.

Licencing SharpLynx Lite

SharpLynx Lite software is supplied with an Electronic Licence. The first time you run SharpLynx Lite you will be prompted to choose your Licence Type: Electronic Licence Activation, USB Licence Key or Auto-Detect. You should select the Electronic Licence Activation option. You will be prompted to activate your licence using the Licence ID and Password supplied with the software. Activation can only be done online via the internet. The first time you open or create a data file in SharpLynx Lite you will be prompted to enter Licence Code that was supplied with the software.

Transferring Your Licence to Another PC

To transfer your ELA Licence to another PC you must first deactivate the licence on your original PC. To do this go to *Windows Start Menu > All Programs > Lynx Software > SharpLynx Lite vX Deactivate Licence*. After the licence has been deactivated you can then install and activate the software on the new PC.

Note: By default there is a limit of 5 deactivations per licence.

Upgrading your PC Hardware or Windows Operating System

Upgrading the hardware or Windows operating system on your PC may invalidate your Electronic Licence. Therefore, BEFORE upgrading your PC you should deactivate your licence. To do this go to *Windows Start Menu > All Programs > Lynx Software > SharpLynx Lite vX Deactivate Licence*. After your PC has been upgraded you can then re-activate the software on the new PC using the original Licence ID and Password that was supplied with your software.

Creating a Data File

The first step in using SharpLynx Lite is to create a data file and this is done by selecting **Create a new data file** from the **Welcome** screen when you start the software. A **Save As** dialog will be displayed that will allow you to give your new data file a meaningful filename and choose where it will be stored.

Initial Setup

After creating a new data file the software will prompt you to enter the Company Details and Tax Codes. The Company Name will be displayed on reports within the software.

It is important to setup the tax rates correctly as the software will use the specified tax rates when calculating tax and profit amounts. If the **Default Setting** checkbox is ticked for a particular tax code then whenever a new department or item is created in the software that tax code will be selected by default.

The following table lists in recommended order some other data that can be entered as part of the initial setup. See the User Guide for details of other data that can be maintained in SharpLynx Lite.

Users (*Setup > Users*)	Unique logins can be created for each user and appropriate access permissions can be setup.
Sales Terminals (*Data > Sales Terminals*)	SharpLynx Lite allows you to setup one Sales Terminal (Sharp ER-A421, UP-800, XE-A207, XE-A217 or XE-A307) for use with the software. When you add your sales terminal you can select the model and enter the settings required for SharpLynx Lite to communicate with the ECR. The **Send Program Selection** box allows you to choose what data can be sent to the terminal. The **Collect Sales Options** box allows you to choose which reports will be extracted from the terminal during Collect Sales.
Departments (*Data > Departments*)	Departments are an integral part of the programming in your sales terminals. All items (PLUs and barcodes) are linked to departments.
Items (*Data > Items*)	In most cases Items correspond to PLUs. Each item has an Item Code which can be alphanumeric up to 20 characters. Item codes are for internal use in the software such as on reports. Item codes are never sent to your ECR/POS terminal. For an item to be sent to your ECR/POS terminal it must have a PLU Code or a Barcode. The item code can be the same as the PLU code or barcode and this is recommended wherever possible. Multiple barcodes can be assigned to the same item if required.

Critical Setup Operations

This table lists some initial setup operations that are critical. Some of these operations must be completed before other software features are used in order for the software to function correctly.

Tax Codes	The tax rates entered in your data file are used to calculate tax amounts. Therefore, it is essential to setup your tax rates correctly before any sales data is collected from your ECR/POS terminal.
Items	Before you start creating your items you should give consideration to the following: • How you will code your items. This will affect how your items are sorted in grids and on reports. • If you will be using the profit reporting features within SharpLynx Lite then the Cost Price should be entered for all items before any sales data is collected from your ECR/POS terminal.

Communications

Configuring Your Sharp ECR/POS Terminal for Communications

Your Sharp ECR/POS terminal must be configured correctly for communications with SharpLynx Lite.

See the specific tutorials by model on the SharpLynx for instructions. (Go to **Support > SharpLynx Lite Tutorials** and scroll down to **Category: Communications**)

Extract Program

If the software is being connected to an existing ECR/POS terminal then Extract Program can be used to import program information from the terminal into the SharpLynx Lite data file. Go to **Communications > Extract Program**, select the sales terminal and the program data that you want to import.

Send Program

To send program data from the SharpLynx Lite data file to your POS terminal go to **Communications > Send Program**. You can select what data to send. When sending program data to your POS terminal the software will check both the data options you have selected on the Send Program send and the data options that have been enabled for the terminal in **Data > Sales Terminals**.

Collect Sales

The Collect Sales option in the Communications menu is used to extract report data from your ECR/POS terminal. The reports extracted will depend on what Collect Sales Options were selected when the sales terminal was setup in Data > Sales Terminals.

An important concept to understand with regard to collecting sales is Sales Batches. Whenever sales are collected from a terminal a sales batch is created. This sales batch contains the reports that were extracted from the terminal. Individual sales batch reports can be viewed or printed (**Sales > Sales Batch Reports**). The data in a sales batch must be processed before it will appear on sales reports (**Sales > Sales Reports**). Sales batches can be processed automatically during Collect Sales by ticking the **Process Sales Batches** checkbox.