

VLC posUplink™ Self Installation Guide

The process for downloading, installing, and configuring posUplink™ is very simple and should take no more than a few minutes each step.

WHERE TO INSTALL

Install posUplink™ on the computer where your POS software resides and hosts the database for your POS.

Multi-location retailer needs to install posUplink™ on the local server at each store.

BEFORE YOU START

Have ready the database connection parameters for your POS system:

Server Name

Database Name

User Name and Password

EASY INSTALL STEPS

1. **Download posUplink™** (link and instructions pg2)
2. **Install posUplink™**
3. **posUplink™ secure store configuration** (server/database/user)
4. **Configure POS information** (POS version etc.)
5. **Select date range and send first report**

INSTALLED — NOW WHAT?

After the configuration is complete, no further action will be required on your part as the program runs automatically in the background.

install tips

If you cannot install on the host machine or have problems with network connection setup, contact us at support@vlcycling.com

If you have changed these values from the defaults used when the POS system was first deployed, confirm the current settings. Need help finding parameters? Please contact us at support@vlcycling.com

Look for e-mails with log-in information and announcing your Dashboard is accessible.

INSTALL STEPS

install tips

1. Download posUplink™

Go to <http://www.vlcyling.com/downloadsintro.php> and select your POS. Select the **ZIP compressed version** (or download self-extracting file).

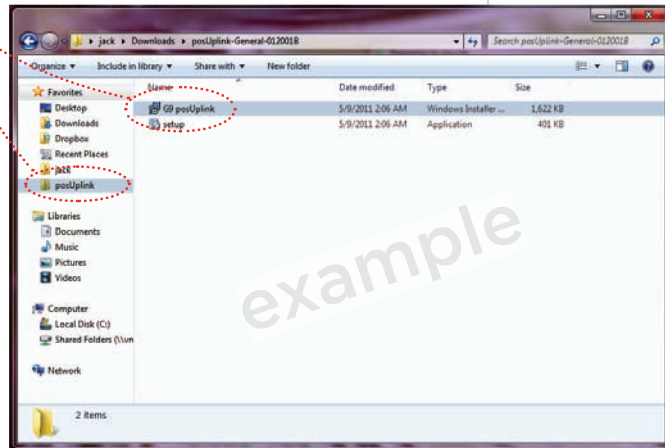
If your network blocks the self-extracting file, please email us at support@vlcyling.com and we will help you find a solution.


2. posUplink™ installation

Open the G9 posUplink™ folder. Double-click **G9 posUplink™ Installer**.

Follow the sequence of four screens that appear, and their instructions. **Accept defaults** (unless Program files are in different location).

Click **'Always Allow'** (or equivalent) to Windows security or anti-virus dialogs that might come up, so that program will run without future intervention. Click **"Close"** to exit the installer utility.



Go to **"Start"** Menu  then **"All Programs"**, then select **"G9 posUplink"**.

posUplink™ will check for any updated program configuration files. If so, it will download these in background.

3. posUplink™ secure store configuration

Fill in fields to identify store, location and contact information.

Store Name identifies shop where installation is taking place

Owner Name verifies account

City, Phone and Email uniquely defines each install and matches entry to our records

Account Name; enter with no spaces or punctuation. Select any name that ties back to Store Name and/or location.

Remaining fields (optional) assists VLC in contacting you when new features are rolled out, or there are technical issues to resolve.

If firewall alerts are triggered, use firewall's UI to indicate posUplink™ should always be allowed to perform this action.

Account Name must be unique for each store, multi-stores should include location in name. Example *"RazmatazPaloAlto"* or *"RazmatazIrvine"*

4. Configuring POS connection information

After entering store information, click 'POS System' tab.

Fill in the fields, then click "Test Connection." Select "Save".

install tips

AIMsi

CAM

RMS

EDGE

QUICKBOOKS*

*See specific instructions on next page for POS System window and dialog boxes for Quickbook users.

ASCEND

POS SYSTEM TAB **posUplink™** tries to identify your POS system. If not correct, manually select from list. If you don't see your POS system listed or you're not sure contact us at support@vlcycling.com

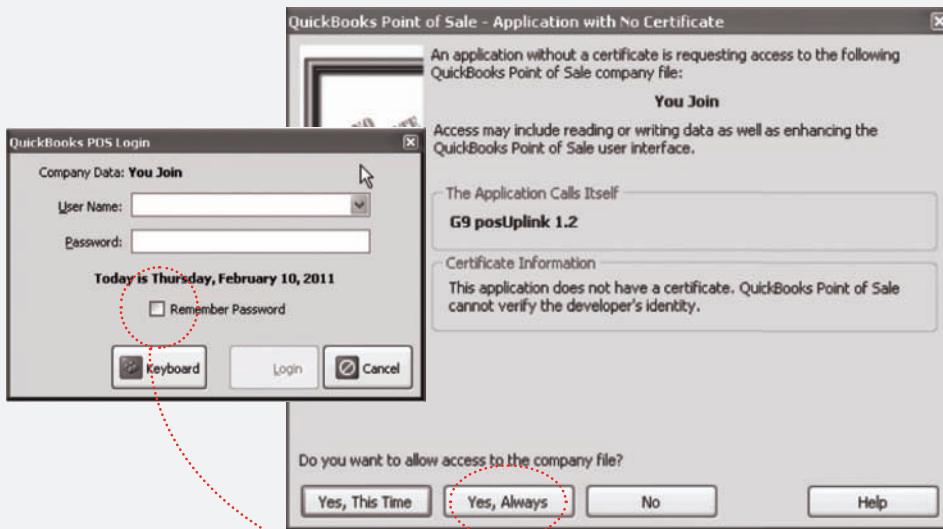
FIND POS VERSION
Go to the "Help" menu in your POS and select "About."

TEST CONNECTION FOR ALL POS TYPES
If your connection test does not succeed, **double-check your database name, user name, and password** and try again. If your connection test still does not succeed contact us at support@vlcycling.com.

If you are a Real Time (Hosted) customer, **Edge Technologies** must set the auto send for you. If you are a Premier customer Open the Windows Task Scheduler and choose new task. Choose the time and Daily frequency. Browse to the Premier folder and scroll to the "auto_vl_send.exe." This is the auto send program. The Vendor Link information will now be sent automatically.

(4a) Unique to QUICKBOOKS POS users

Additional instructions for POS Systems TAB, and first time access sysadmin dialog box that Quickbooks users will see.



Quickbooks Configuration Continued

QUICKBOOKS POS 'SYSTEMS TAB' (from previous page)

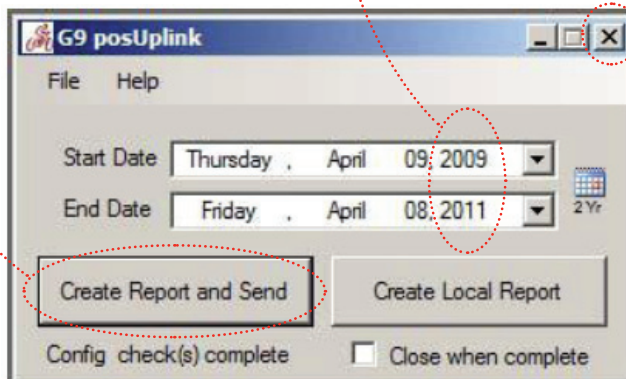
Enter QuickBooks Company Name in designated field. Find this in upper left of QuickBooks POS window or in directory where backups are saved.

Find Version number in 'Help>About' on POS system window. **Important:** Enter only the single primary integer of the version you are using. (For instance, if your version is 6.012, please enter 6). After filling in fields, click "Test Connection".

5. LAST STEP (all users) Select date range and send first report

Once you have a successful "Test Connection" and clicked "Save", the below G9 posUplink dialog box will appear.

Date range - Make sure **two year period** from today's date is showing. Click on "Create Report and Send".



You have now completed installation and setup for posUplink™

Close window and soon receive email notices on status of registration and Dashboard access. Thanks for enrolling with Vendor-Link Cycling!

QUICKBOOKS POS DIALOG BOXES
The First time posUplink™ accesses QuickBooks database, the 'sysadmin' must first login. If the sysadmin password is blank (the default when they setup QBPOS originally) then this login window will be skipped. If you do have a sysadmin password, login box pops up with a checkbox that tells the POS to remember the login credentials for future connections. It is very important to make sure that this box is checked.

Select "Yes, Always" to assure connection to VLC.