

Are you ready to launch your market?

Follow the checklist to ensure preparation for your market launch.



INITIAL TASKS

- Kiosk signed for and paid?
 - If using a new PayPlus reader, was the PayPlus Micro Market form filled out and submitted?
- Confirm arrival date for Coolers/Fixtures
- Confirm whether the install site provides network, or a hotspot will be needed.
 - If using ethernet, provide account with Port settings PDF.
 - If using a hotspot is required, please reach out to Sales rep. for options.
 - The PayPlus card reader is equipped to use cellular service, but we recommend the kiosk be connected to an ethernet line. If the signal is weak, or the connection is at risk of interference, then ethernet is also recommended for the PayPlus card reader.
- Propose launch dates/times to be present and educate users, create wallets, and provide assistance. Consider number of users, shifts, break times.
- Communicate and share agenda with facility manager.
- Schedule training with CS Rep so that VMS tasks can be completed.

VMS/KIOSK TASKS

- Is the Location, Account and Route for market Created in the VMS?
- Drivers and other users all created in VMS?
- Is the product catalog populated with ALL items that you will carry in market?
- Are UPC's associated with products that will be in your market?
- Are products assigned to market assets with proper pricing & pars?
- Have pre-kit settings been configured?
- Have taxes been set up for your products?
- Set up kiosk in your office or warehouse. Test connectivity, cash /cashless acceptance. Load /test products.

ON-SITE TASKS

- Security Cameras in place and connected to internet or DVR?
- "How to use Market" PDF printed and hung around market?
- FINAL INVENTORY COUNT BEFORE GO LIVE (done through stock app)