



Android – Owner Guide

Your SnapPOS register runs on this tablet. It is the same SnapPOS as on a computer — Lite, Core or Pro — so the **Owner & Cashier Guide** for your version covers selling, the menu or inventory, closing the day and reports. This guide covers only what is different on a tablet.

Your shop's data lives on this tablet. Sales, items and settings are stored on the tablet itself, not in the cloud. That is why it keeps working with no internet — and why backups (section 4) matter more here than anywhere else.

1. Everyday use

- **Open SnapPOS** from its icon. The first start after an install or update takes a few seconds while it gets ready.
- A small "**SnapPOS is running**" notification stays at the top of the screen. That is SnapPOS keeping your register ready; leave it be.
- **Keep the tablet charging** at the counter. A tablet that runs flat mid-service stops the register until it has charge again. Sales already taken are safe.
- **No internet is needed to sell.** Cash always works. Card payments need your card terminal's connection, as on any register.

2. Receipt printer

Your installer sets up the printer. If you ever change it:

Bluetooth printer

1. Turn the printer on and pair it in the tablet's **Settings** → **Bluetooth** (the printer's manual gives the PIN, often 0000 or 1234).
2. In SnapPOS, open **Settings** → **Tablet** and choose it under **Receipt printer on this tablet**. The first time, the tablet asks to let SnapPOS use nearby devices: allow it.
3. Press **Print a test** in **Settings** → **Receipt Printer**.

Network printer

In **Settings** → **Receipt Printer**, choose the network printer and enter its IP address, then press **Print a test**. If you were using a Bluetooth printer, first set **Receipt printer on this tablet** back to **None**.

If a receipt doesn't print, the tablet shows a message saying the printer didn't answer. **The sale is still saved.** Check the printer is on, has paper and (for Bluetooth) is charged, then press **Print** again.

Invoices and reports open the tablet's own print screen, for printing on a normal office printer.

3. Card payments

Card payments run through your card terminal exactly as on a computer. Nothing about taking cards is different on the tablet.

4. Backups — please read

Because your data lives on the tablet, a lost, broken or reset tablet takes with it anything that wasn't backed up.

- **Automatic backups (recommended):** in **Settings**, turn on **Automatic backup emails**. A copy of everything is emailed to you on the schedule you choose, with nothing to remember.

- **Backing up by hand:** **Settings** → **Backup** → **Download backup**. The file is saved in **Downloads** › **SnapPOS** on the tablet. Press **Share** to email it to yourself or save it to Google Drive.

A backup that only exists on the tablet does not protect you from losing the tablet. Send it somewhere else.

CSV exports save to **Downloads** › **SnapPOS** the same way, with the same **Share** button.

5. Kiosk mode

Kiosk mode keeps the tablet on SnapPOS: the Home and Back buttons can't leave it, and SnapPOS opens by itself after a restart. It stops staff wandering off into other apps.

- **Turn it on or off:** **Settings** → **Tablet** → **Kiosk mode**. Only someone who can log in to SnapPOS can reach that switch.
- The first time, the tablet asks which **Home** app to use. Choose **SnapPOS**, then press Back.
- While kiosk mode is on, **Share** and **Open** after a download can't open other apps. The file is still saved; switch kiosk mode off to send it.

6. Updates

Updates come from PC Guru. They install over the top and **keep everything**: sales, items and settings.

Never uninstall SnapPOS to update it or to fix a problem. Uninstalling erases the database on the tablet. Call PC Guru first.

7. When something's wrong

You see	What to do
"SnapPOS didn't start on this device"	Close the app and open it again. If it keeps happening, restart the tablet.
"...printer ... didn't answer"	Is the printer on, with paper, and charged? Then press Print again. The sale is saved.
The tablet's print screen instead of a receipt	No receipt printer is set up. See section 2, or call PC Guru.
You can't leave the app	Kiosk mode is on. Switch it off in Settings → Tablet .
Anything else	Call PC Guru. Please don't uninstall the app.

About the Creator

SnapPOS is proudly developed and maintained by .

For custom software or IT services, learn more at website: pcguru.me