

# Manual for the Loyalty Card App

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## Contents

<b>1 Loyalty Card App for frequent customers</b>	<b>1</b>
1.1 Get the App	1
1.2 Language	2
1.3 Create the discounts needed for the card	2
1.4 Design your loyalty card	4
1.5 Put the price of the service	5
1.5.1 End Date in the price	7
1.6 Register dealers for the Service	7
1.7 Register Business customers	10
1.8 Changing the special price (Recommended after changing the main price)	13
1.9 Fast Customer information (located before the customer name are all numbers)	14
1.9.1 Case accumulative discounts	15
1.9.2 Special price Case	16
1.9.3 Simple Case	17
1.10 Give the customer service (Stamp the loyalty card)	17
1.11 Description of what you see on the card	21
1.12 Change Date	21
1.13 Make backup (PIME version)	22
1.14 See the Cashier	22
1.15 Application Note	22
1.16 Customer Note	23
1.17 FAQs	24
1.17.1 How do I copy the system to another machine?	24
1.17.2 Which one is the content of the system folder?	24
1.17.3 How Should I update the application binary "haircut.exe"?	24
1.17.4 How to run a script on the system?	25
1.17.5 Is there a video about the application?	25
1.18 Contact	25

## 1 Loyalty Card App for frequent customers

### 1.1 Get the App

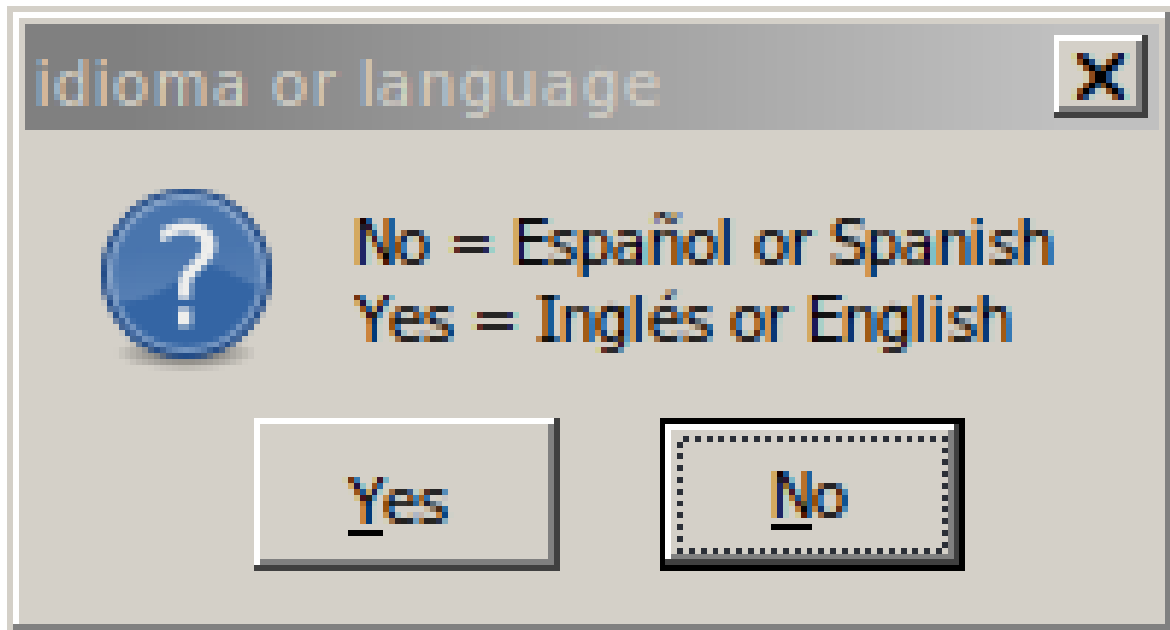
It can be obtained from the following address:

<http://www.kipuamutay.com/es/blog/customerLoyaltyCards.html>

From the link above. You can download and start using the application. If you already had a working version. Contact us to Get an updated version in case your business requires It.

## 1.2 Language

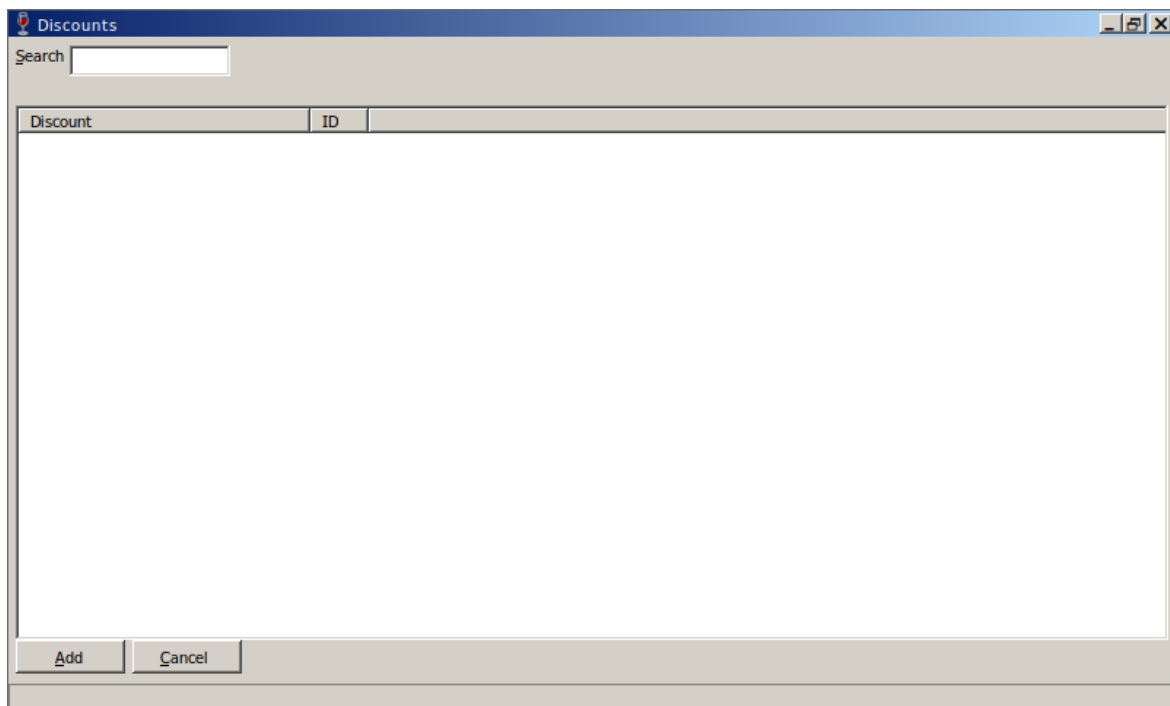
The default App language is spanish. But When You ran it first time. The App asks about the language, answer with Yes. If You want to run it in English.



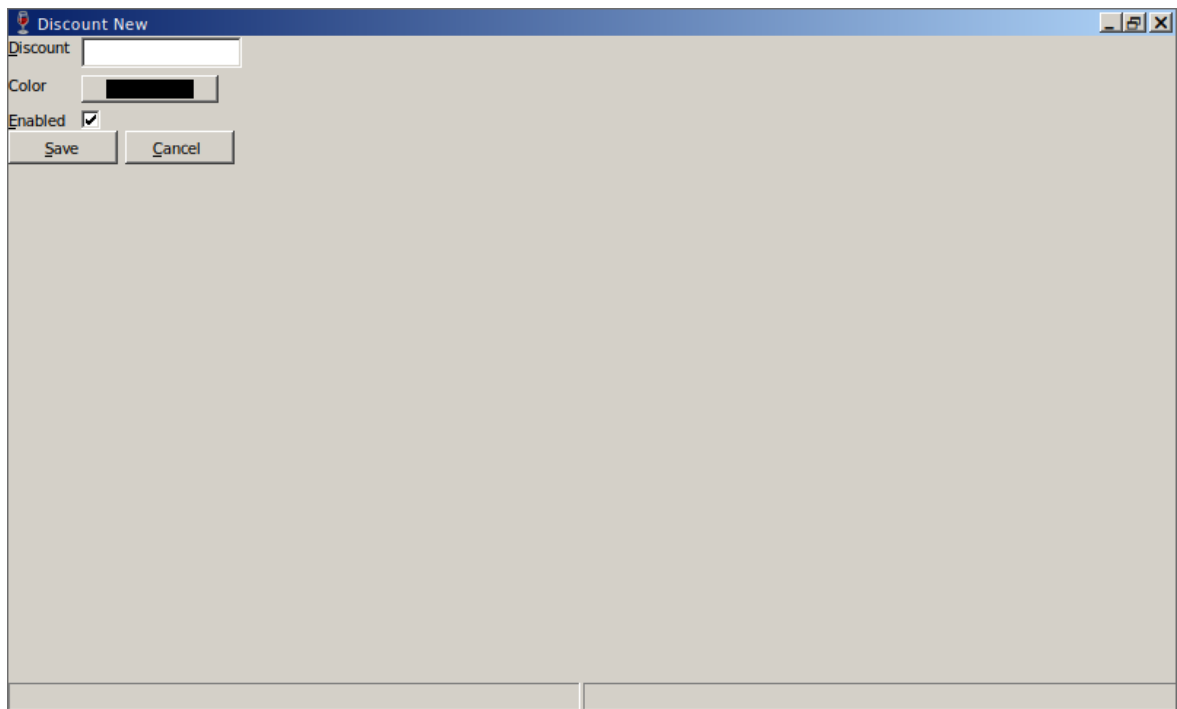
## 1.3 Create the discounts needed for the card

Before you could create the discount card, you must know how many discounts. It will have, ie each different discount percentage that your loyalty card is going to have.

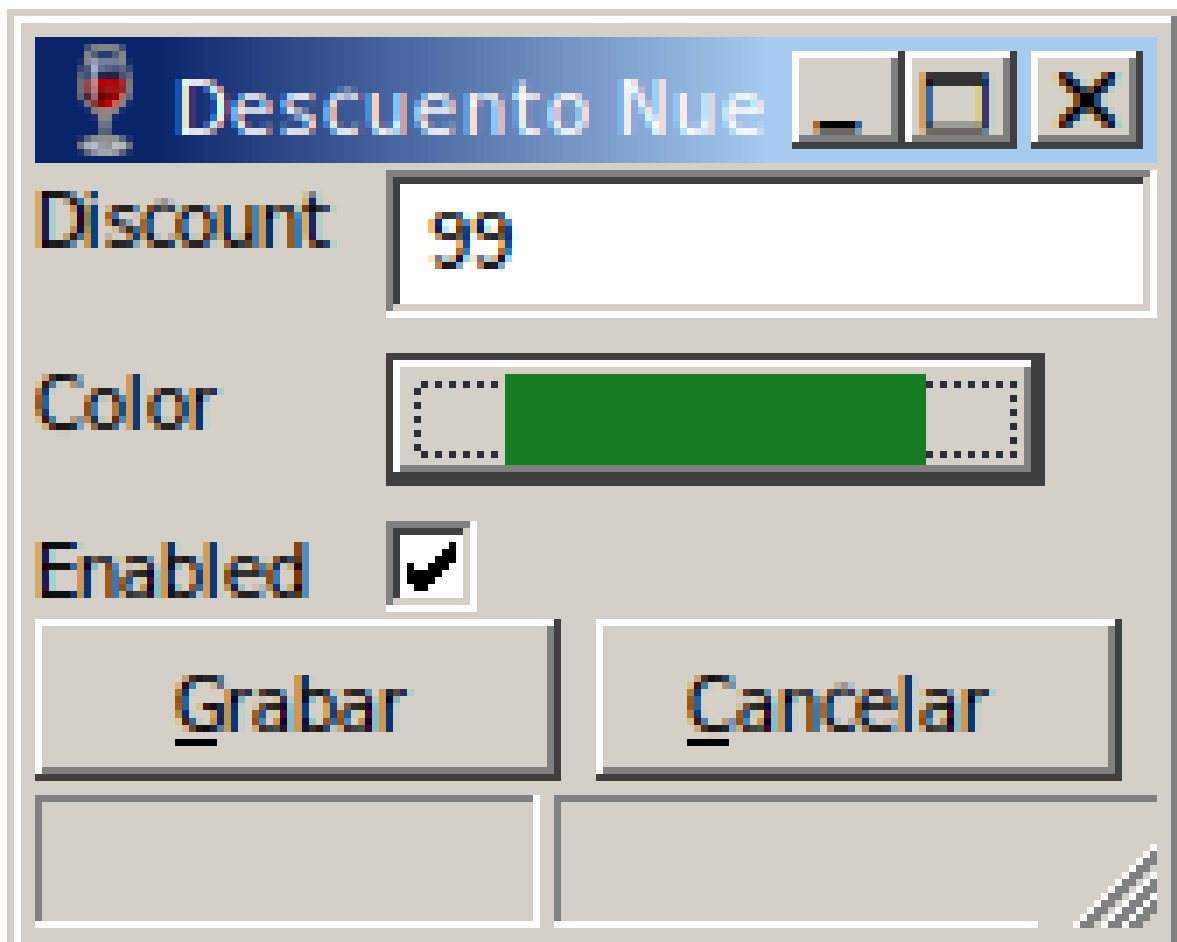
After installation. The first thing the App is going to request are the discounts for the card.



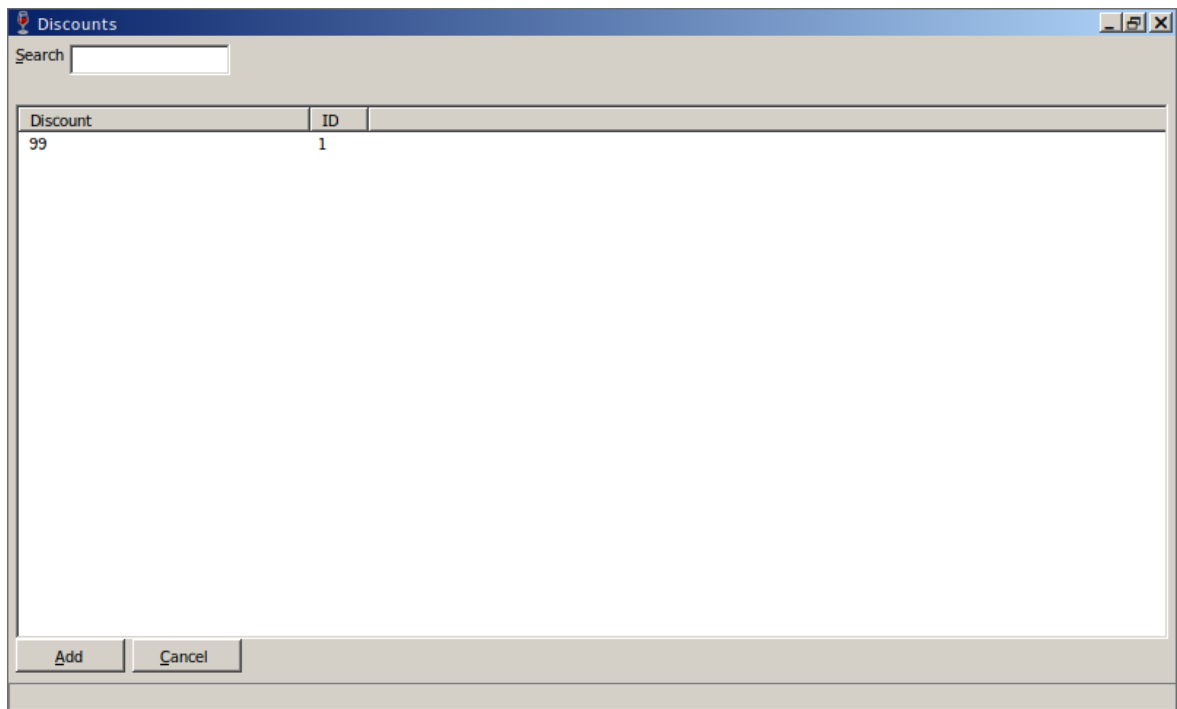
Enter a new discount:



New discount with data provided:



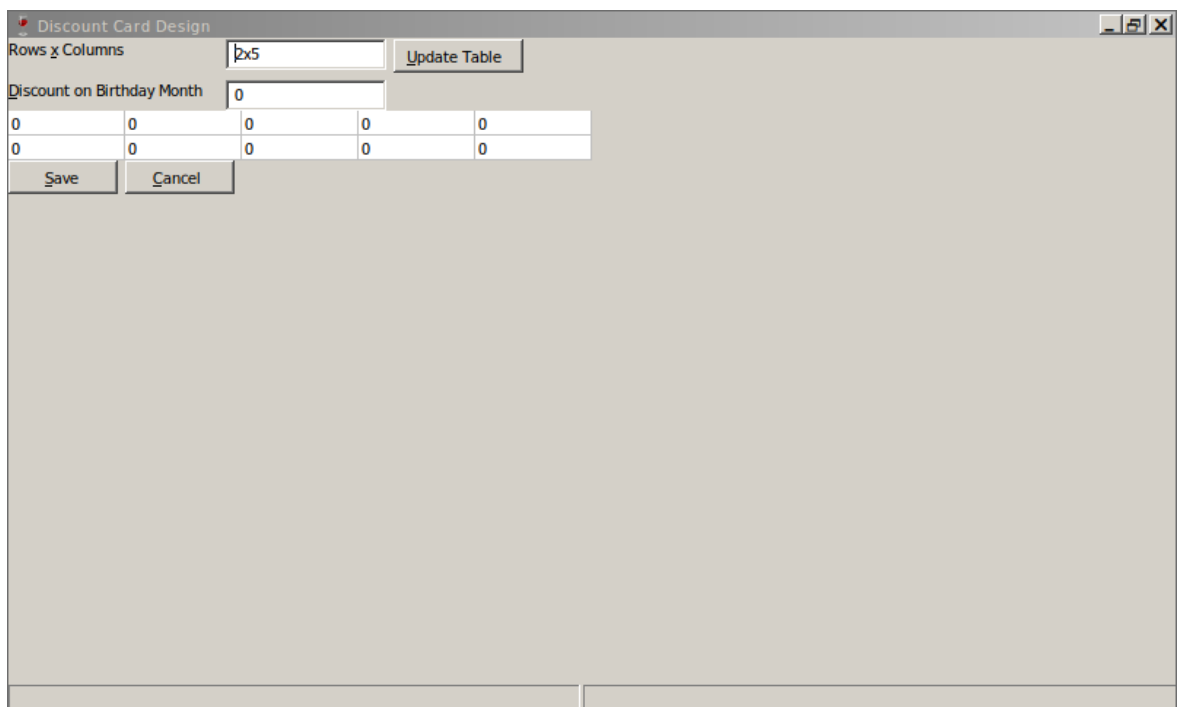
After saving the discount:



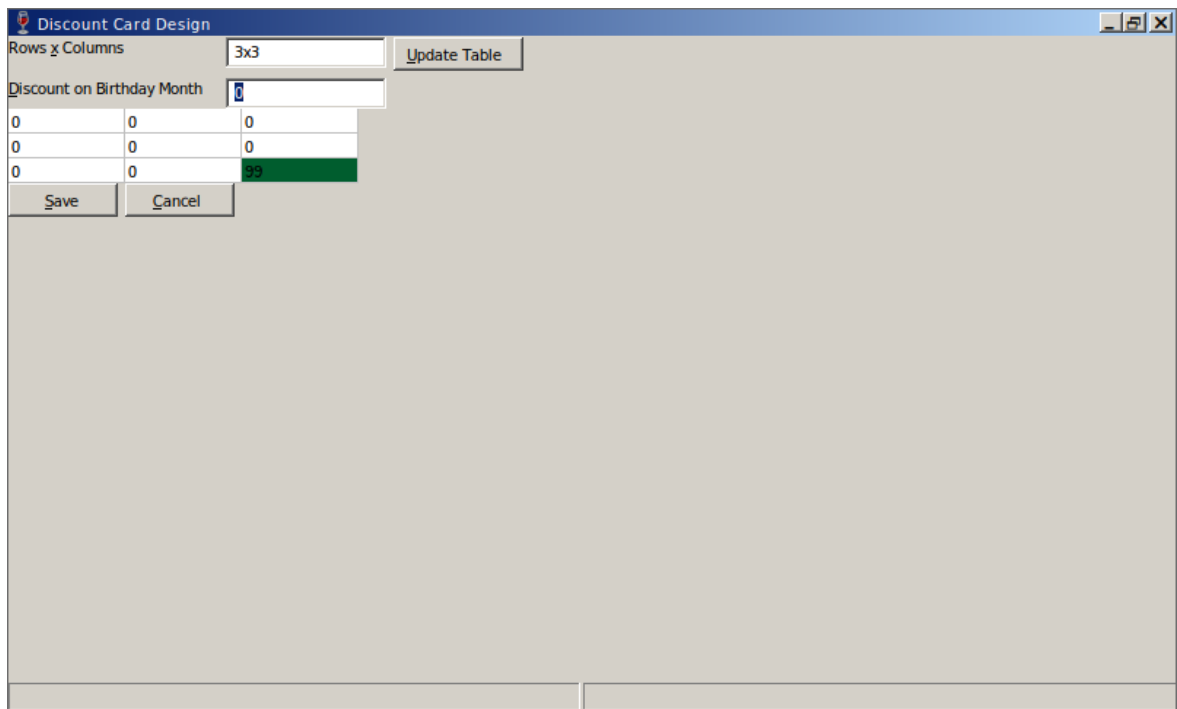
## 1.4 Design your loyalty card

Indicate the number of rows and columns the card is going to have. Then mark the cells or turns when the customer is going to get the discount.

Card design screen:

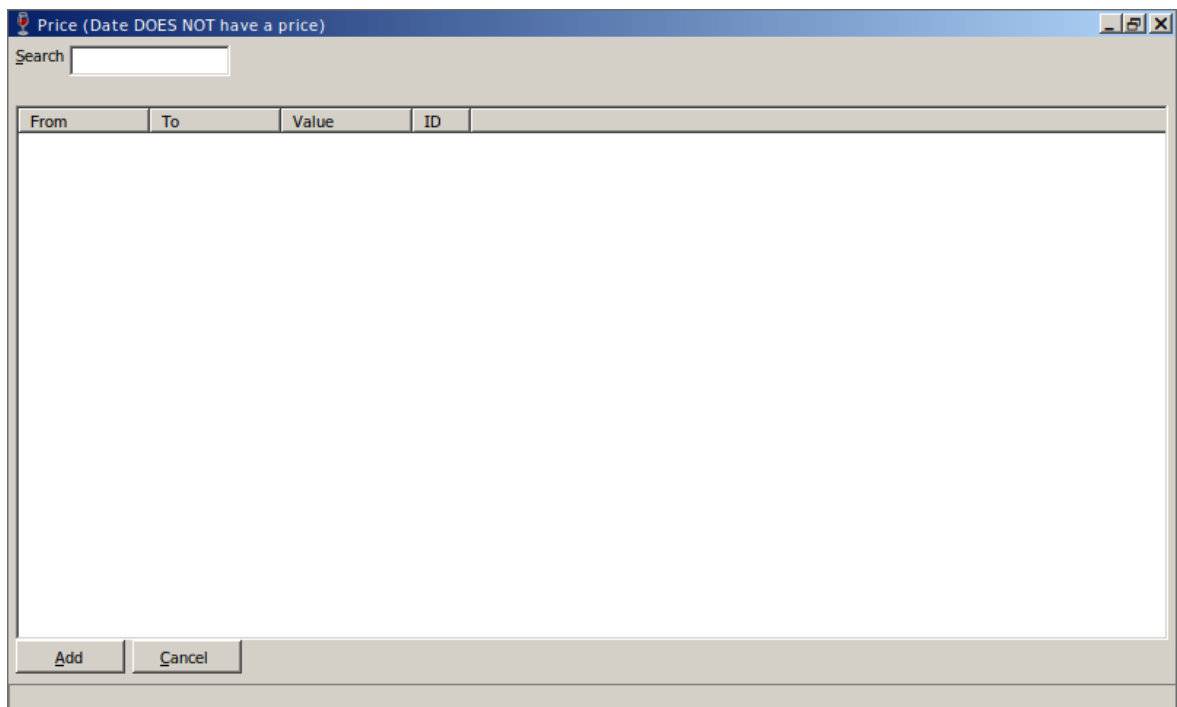


In this case a 3x3 card is shown because the discount is held at the ninth service:



## 1.5 Put the price of the service

For setting a single price do not fill an end date.



Empty screen when adding a new price:

The screenshot shows a dialog box titled "Price New". It contains the following fields and controls:

- Valid From:** A date picker set to "9/28/2019".
- Valid To:** An empty date picker.
- Price:** An empty text input field.
- Enabled:** A checked checkbox.
- Buttons:** "Save" and "Cancel".

Filled Data for the new Price:

The screenshot shows the same "Price New" dialog box, but with the "Price" field filled with the value "50.00". The other fields and controls remain the same as in the previous screenshot.

Price stored on database:

The screenshot shows a window titled "Price" with a search bar at the top. Below the search bar is a table with the following data:

From	To	Value	ID
2019-09-28		50	1

At the bottom of the window, there are two buttons: "Add" and "Cancel".

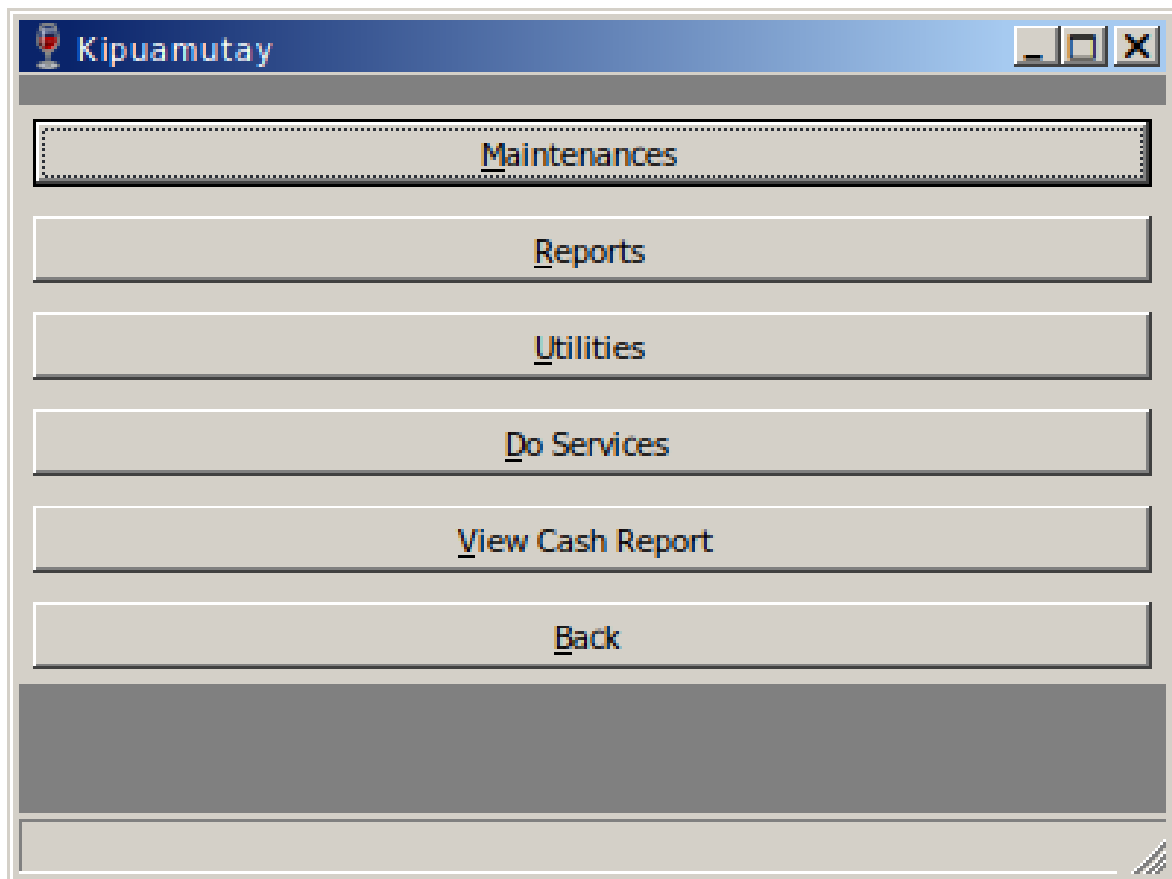
### 1.5.1 End Date in the price

Normally use this field in the future when you are planning changing the price and not immediately. Alternative (If you wish no end date on the record after filling the end date, put less than the start date then no end date is going to be stored on the record)

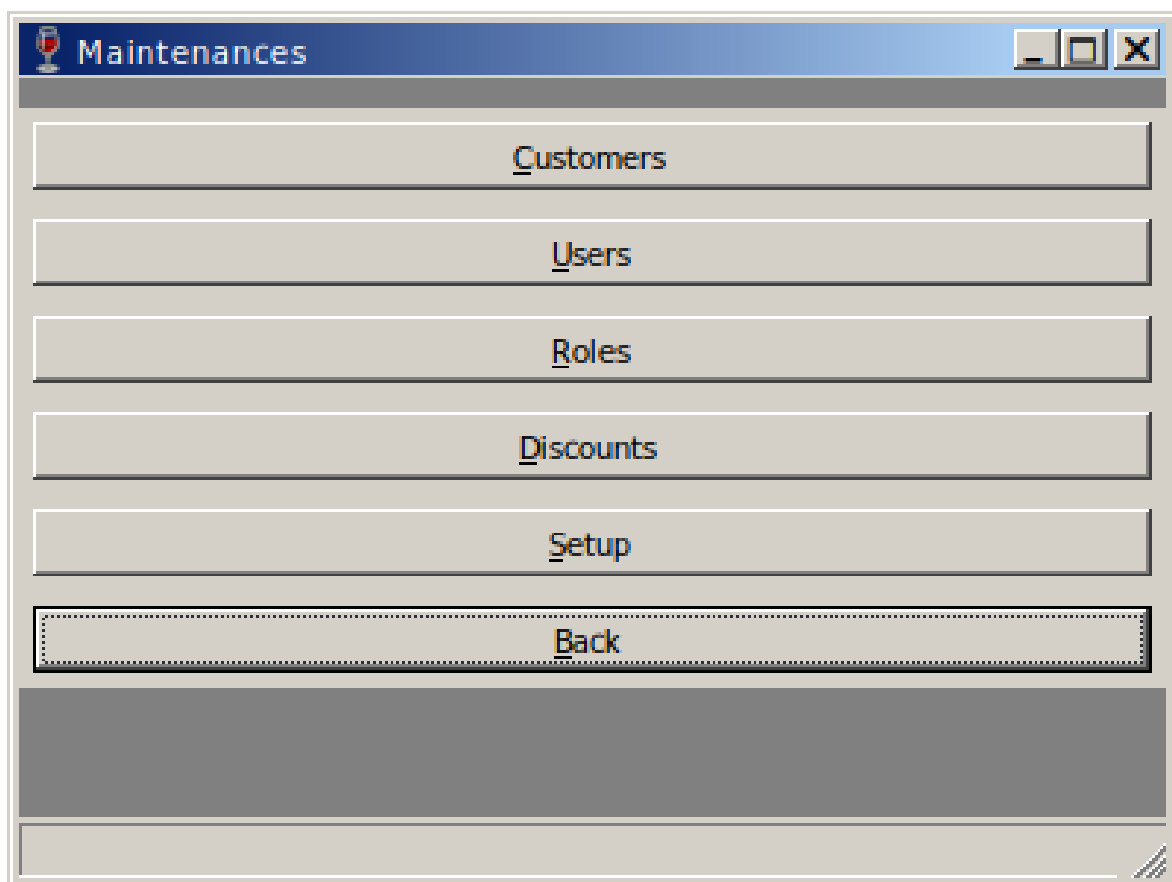
## 1.6 Register dealers for the Service

Service distributors or service providers or service dealers (hired by the business to provide the service to the customers).

Go to the Maintenance menu:

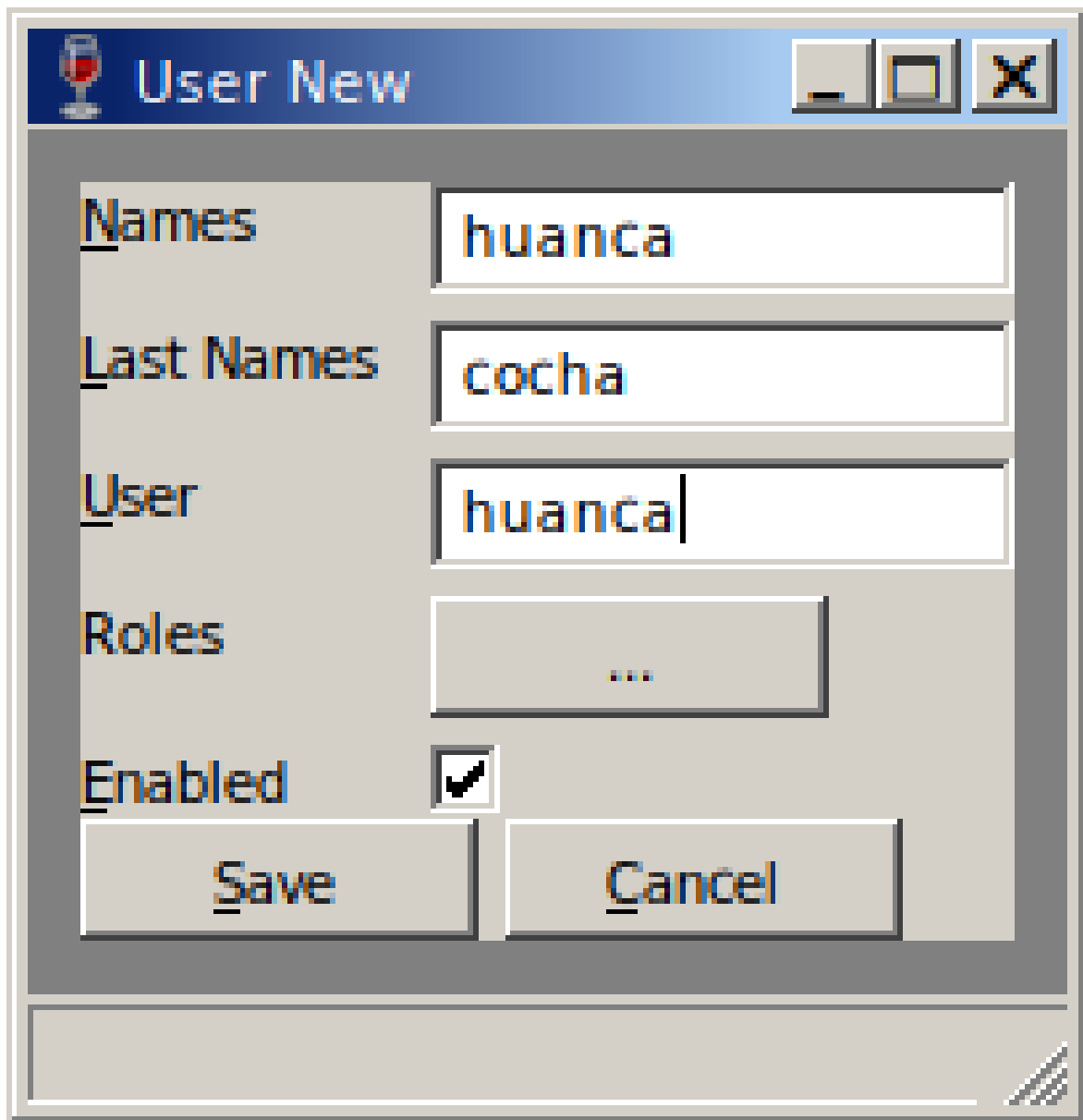


Go to the menu Users:



Fill the new dealer information (within the Users window):

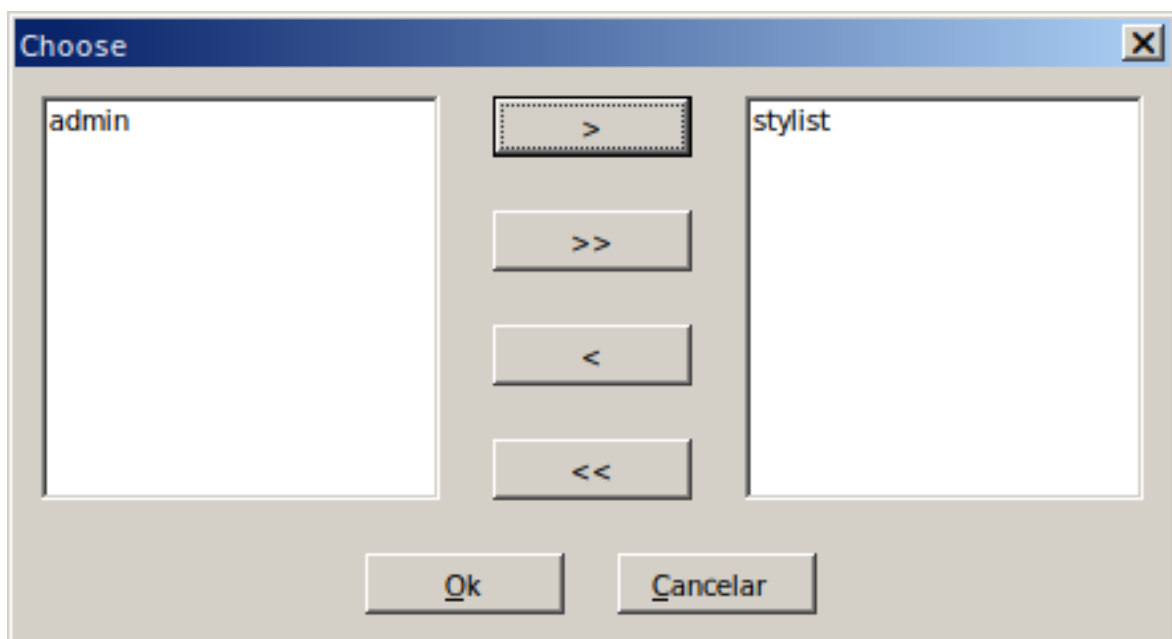




The 'User New' dialog box features a title bar with a wine glass icon and the text 'User New'. It contains four input fields: 'Names' with the value 'huanca', 'Last Names' with 'cocha', 'User' with 'huanca', and 'Roles' with an ellipsis button. A checked checkbox is next to the 'Enabled' label. At the bottom are 'Save' and 'Cancel' buttons.

<u>N</u> ames	huanca
<u>L</u> ast Names	cocha
<u>U</u> ser	huanca
<u>R</u> oles	...
<u>E</u> nabled	<input checked="" type="checkbox"/>
<u>S</u> ave	<u>C</u> ancel

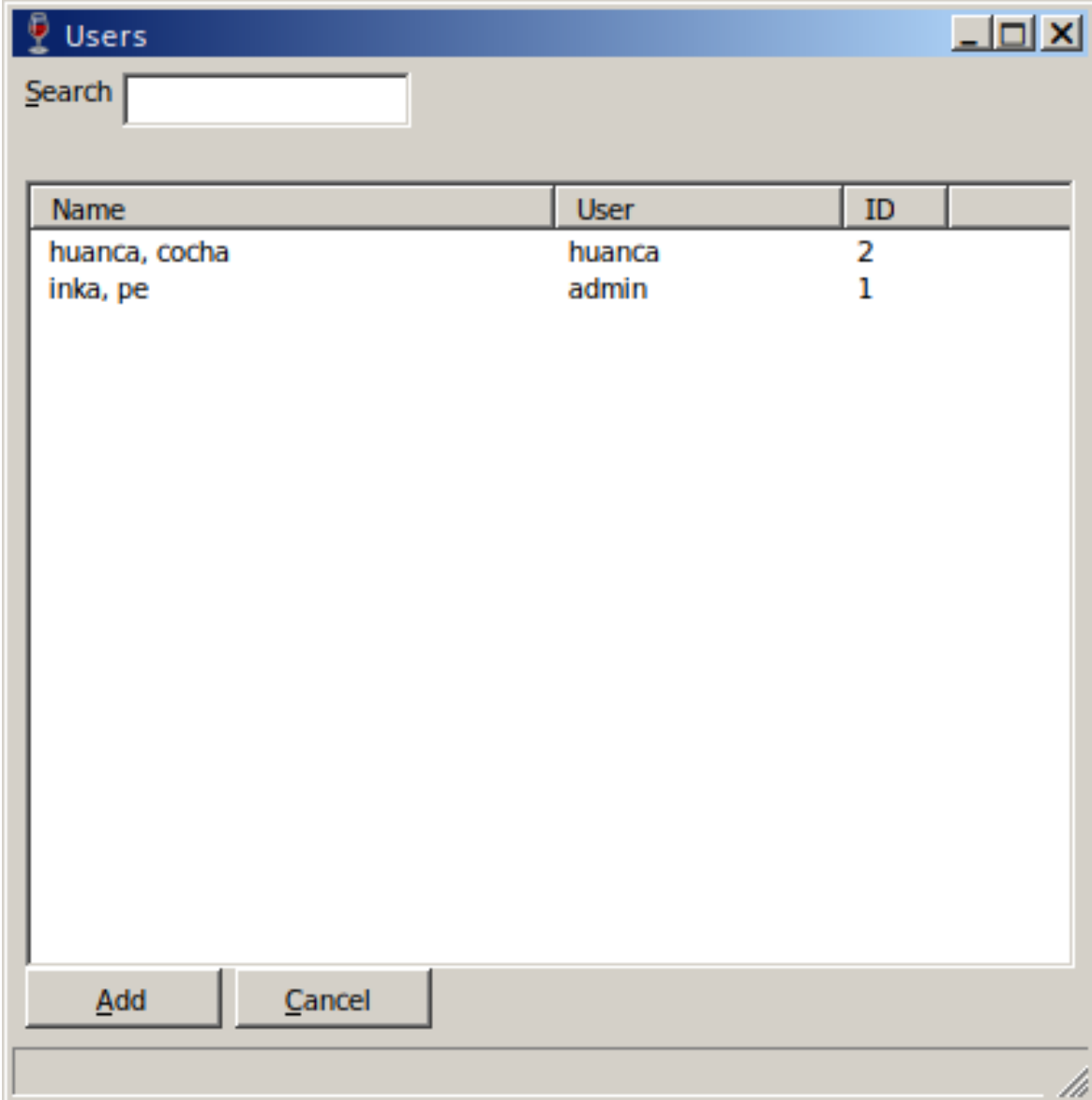
Assign the role of the collaborator 'stylist':



The 'Choose' dialog box has two list boxes. The left list box contains 'admin' and the right list box contains 'stylist'. Between them are four buttons: '>', '>>', '<', and '<<'. At the bottom are 'Ok' and 'Cancelar' buttons.

admin	>	stylist
	>>	
	<	
	<<	
<u>O</u> k		<u>C</u> ancelar

List of users:

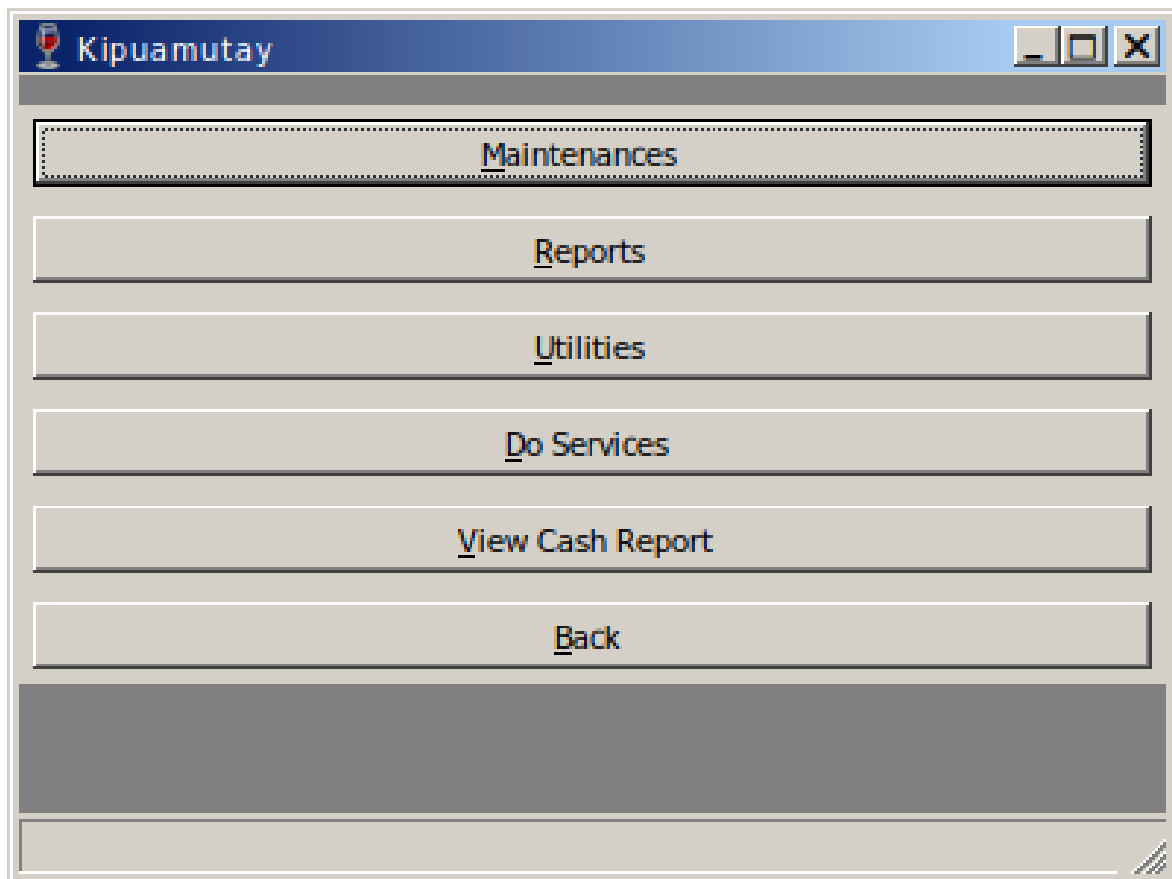


Name	User	ID
huanca, cocha	huanca	2
inka, pe	admin	1

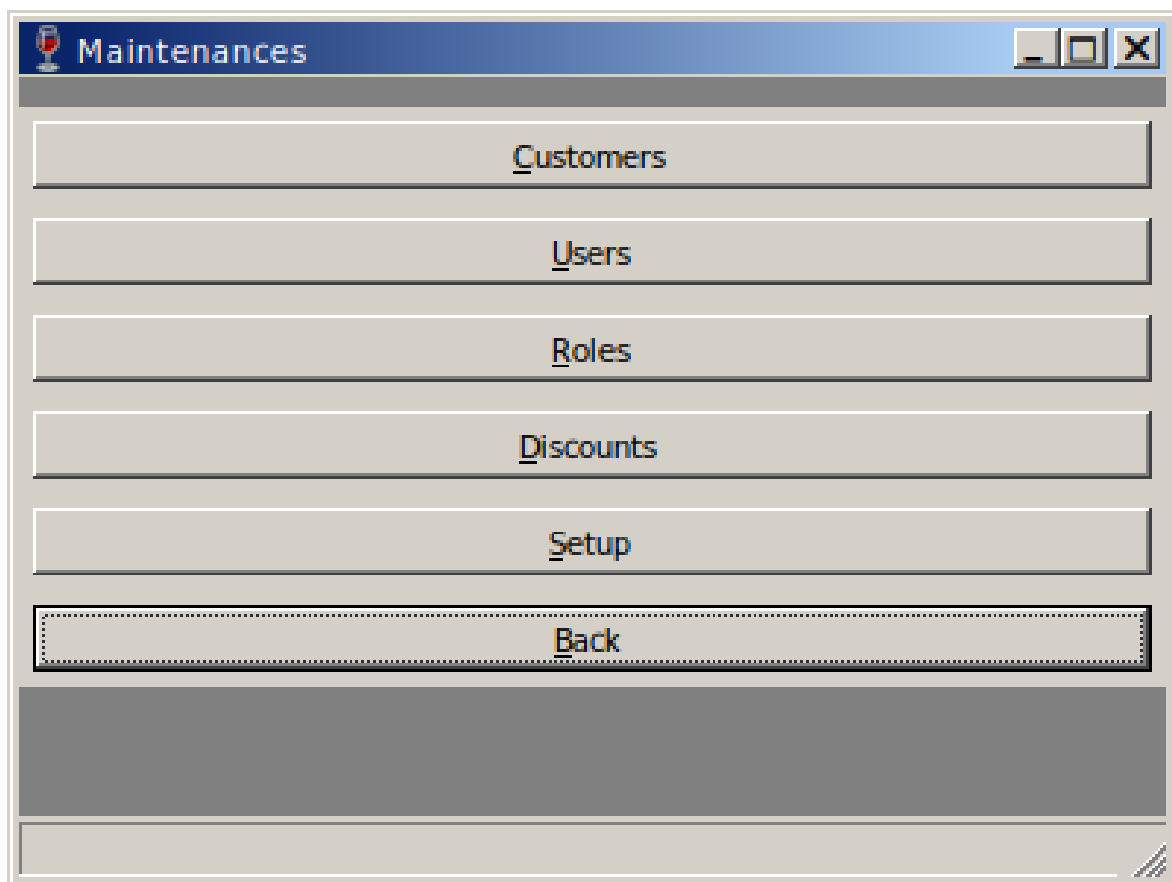
## 1.7 Register Business customers

You must complete customer information and birthday.

Go to the Maintenance menu:



Go to Customer menu (found in the Maintenance menu):



Fill New customer information:

Customer New

Name INTI

Pen-name

Contact

Birth Date 9/30/1990

Phone

Email

Note

Special Price  Discount

Enabled

Save Cancel

Confirmation about saving New Client:

Customer New

Name INTI

Pen-name

Contact

Birth Date

Phone

Email

Note

Special Price  Discount

Enabled

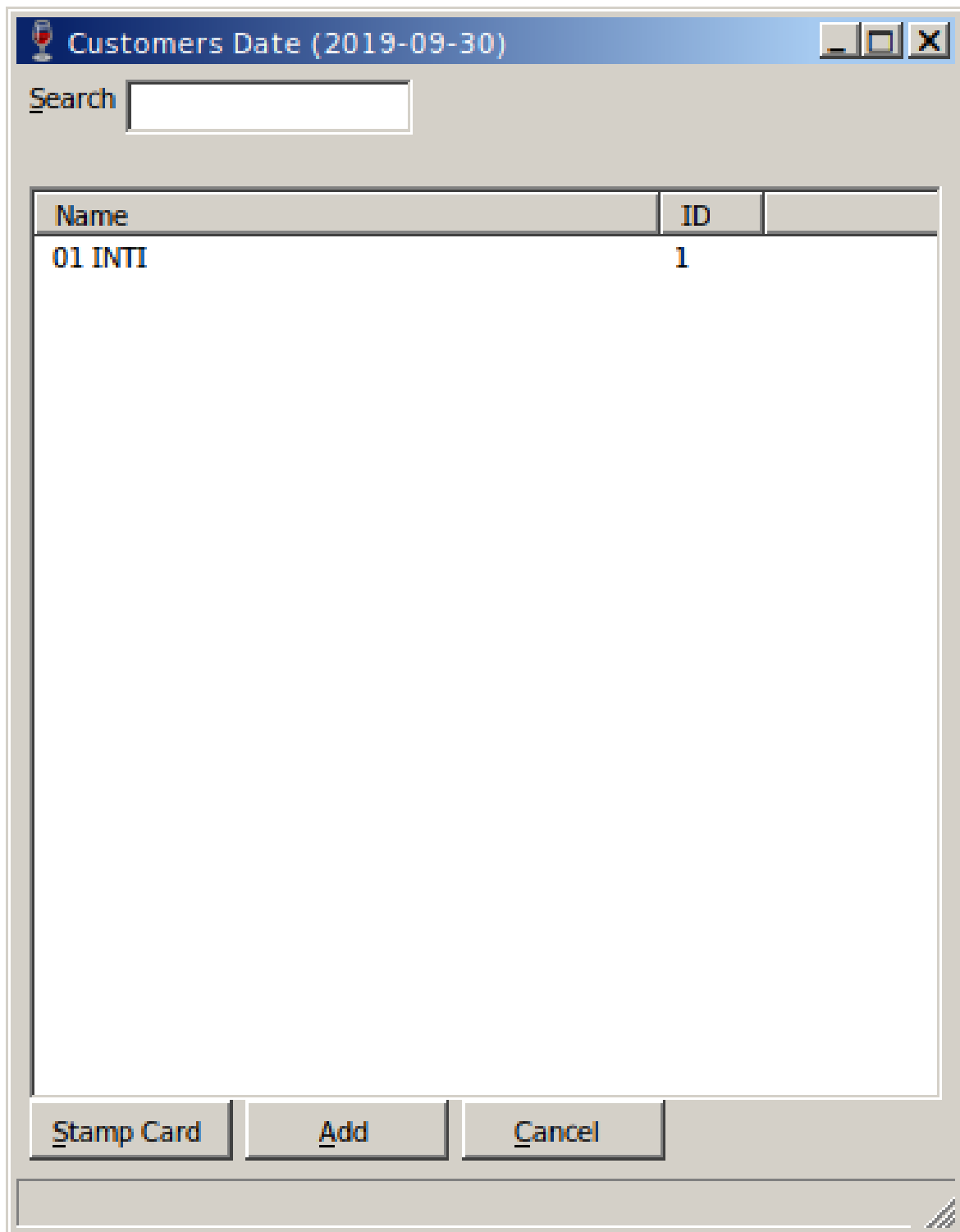
Save Cancel

Information

Customer 'INTI'  
with ID 1 have been saved

OK

Client List:



## 1.8 Changing the special price (Recommended after changing the main price)

If you have clients who will be given a special price which is a discount on every provided service. The application provides facilities to change the special price.

Inside the Customer's edition you can define whether a client will have a special price:

Customer ID:304month:12

**&General**  
 Name: SEBASTIAN KIPUAMUTAY  
 Pen-name:   
 Contact:

**&Card**  
 Birth Date: 12/12/2014  
 Phone:

**&Log**  
 Email:   
 Note:  ...

Special Price:  35    12.5     Discount  
 Enabled:

Save    Cancel

Then go to the menu: Maintenance / Settings / Change Special Price . You would find the following screen:

	Current Percentage	Current Amount	Edited Amount	Percentage Calculated
1	12.5	35	35	12.5
2	30	28	28	30
3	25	30	30	25

OK    Cancel

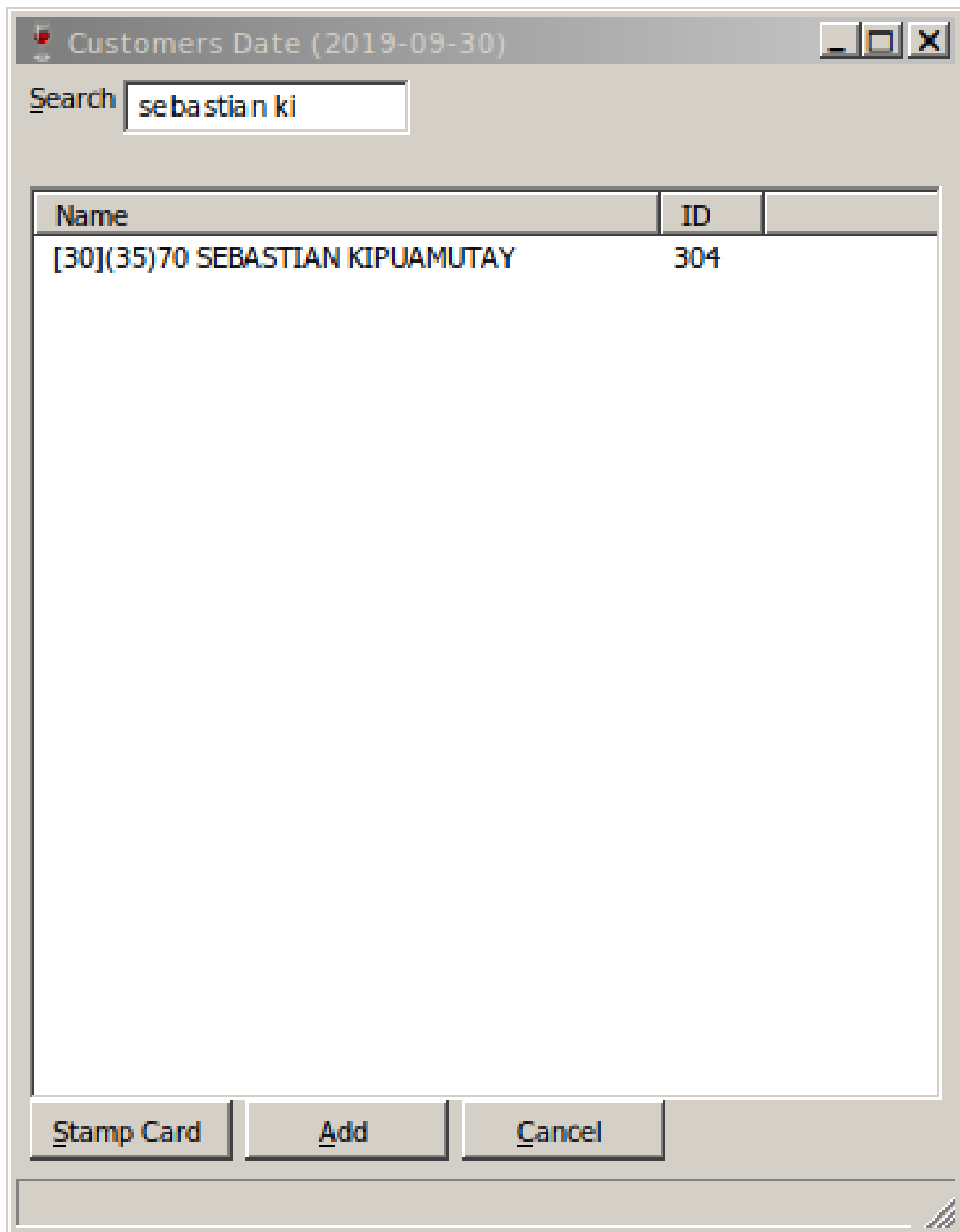
Tip: Before clicking the 'Save' button Tap or Click on any column other than the third, to ensure that the new value is stored in the cell you want to change.

### 1.9 Fast Customer information (located before the customer name are all numbers)

In the next picture the client has:

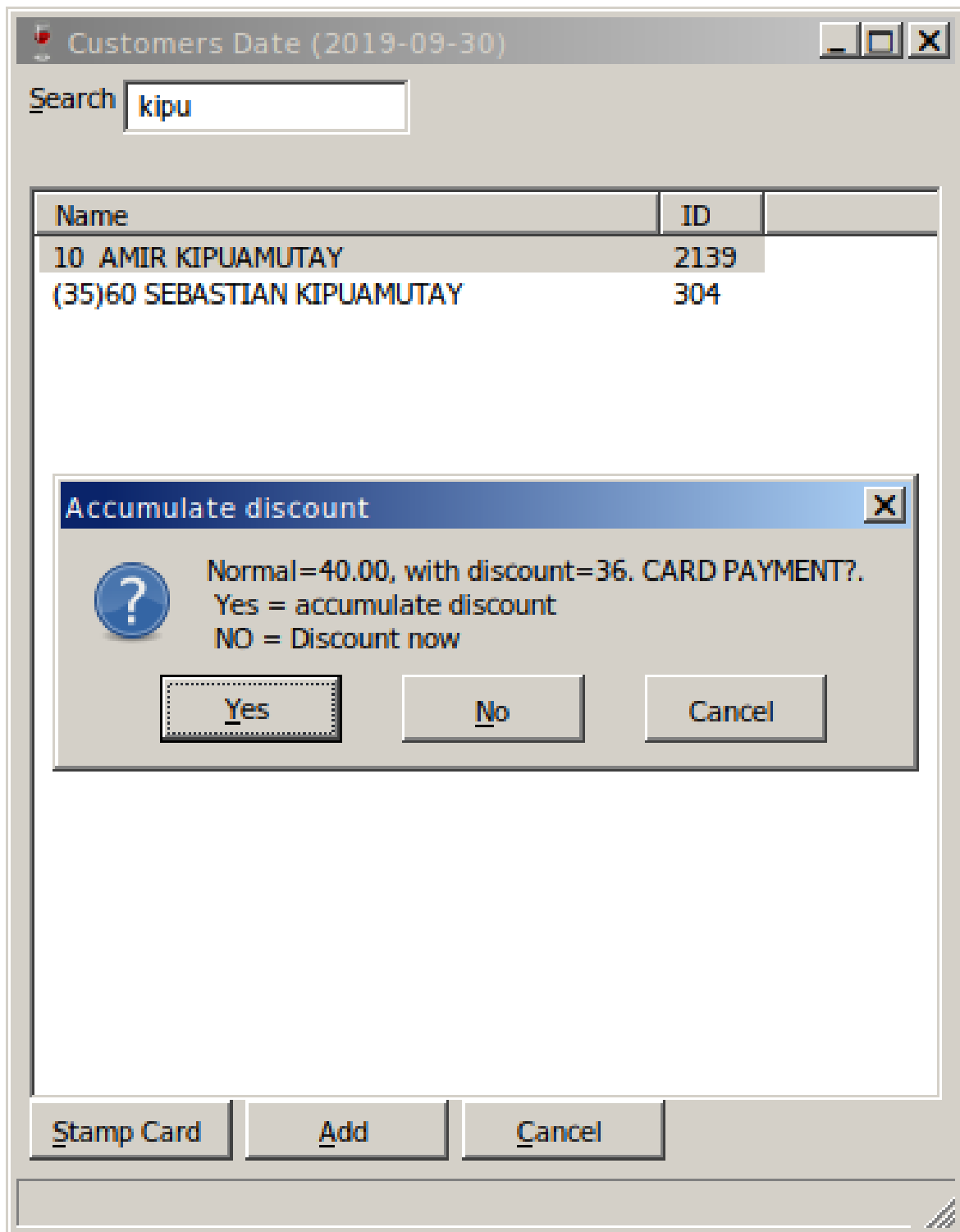
- 30% of accumulated discount. Between square brackets
- The special price of this customer is 35 dollars. Between parenthesis
- On his/her loyalty card have 7 services or stamps. First Digit on '70'
- It is not his/her birthday month. Second digit on '70'

See image with complete business information:



### 1.9.1 Case accumulative discounts

In brackets the percentage discount that has accumulated the client. When the client has got a discount on the servecie the application shows the following screen:

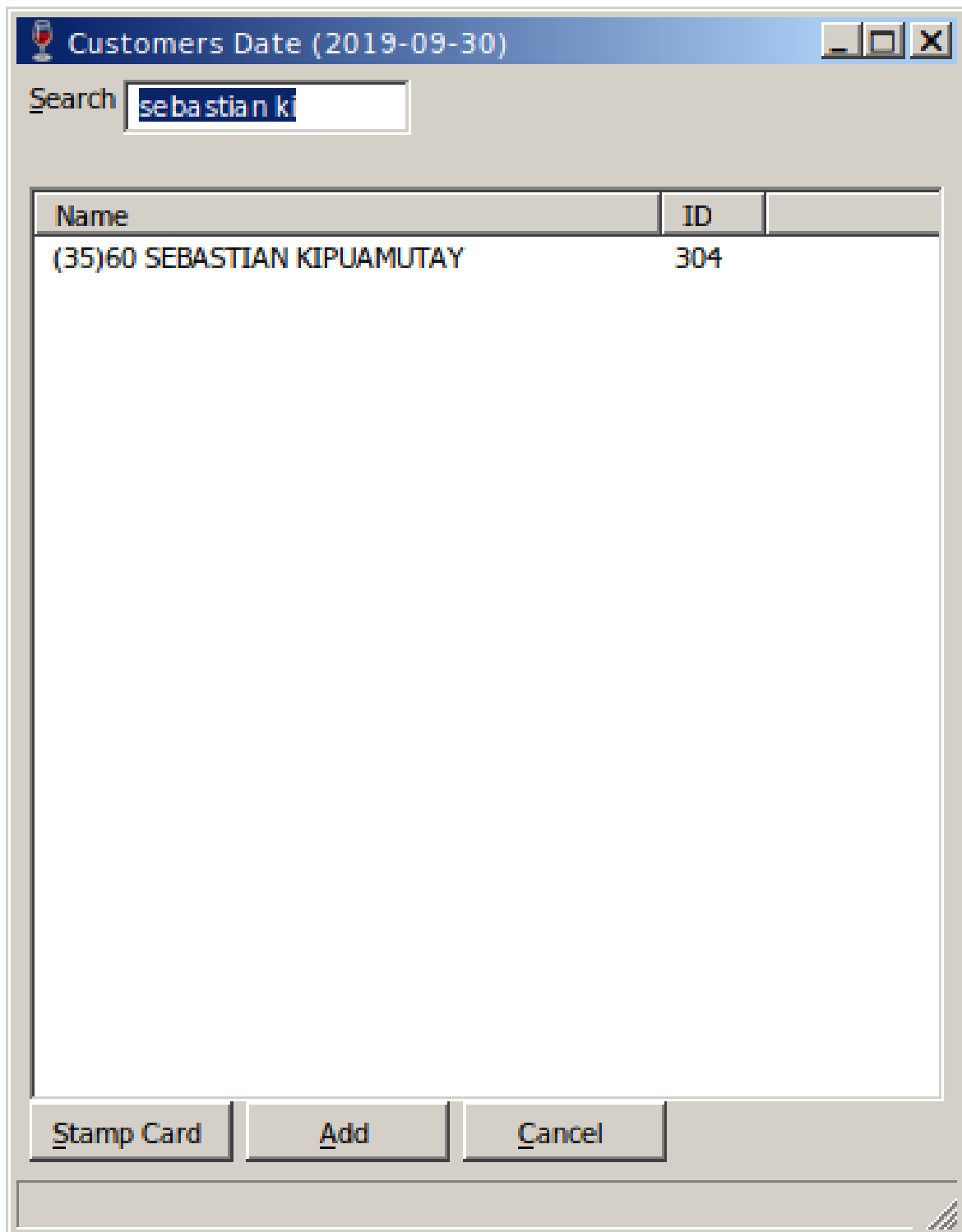


### 1.9.2 Special price Case

Between parenthesis the application shows the special price defined for the customer, so that business partners (colaborators or dealers), receive information about the special price quickly. Also the special price must be indicated in the customer edition (see section Special Price Change).

A customer image shown with special price:





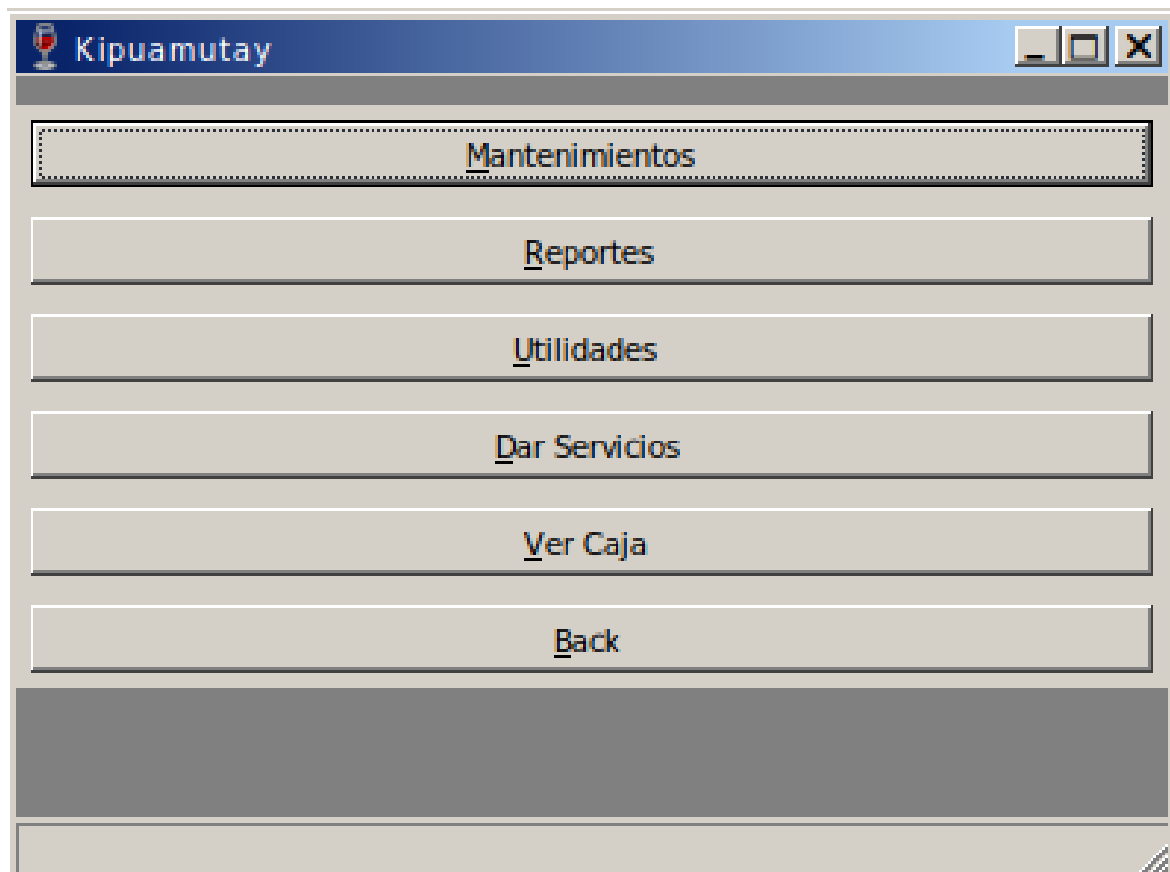
### 1.9.3 Simple Case

02 characters (not brackets and no parentheses)

- The first character indicates the number of the service the customer has got stamped on the card
- The second character indicates if the month in course is the birthday month of the customer

### 1.10 Give the customer service (Stamp the loyalty card)

Go to Give services:



Select the 'Stamp Card' button:

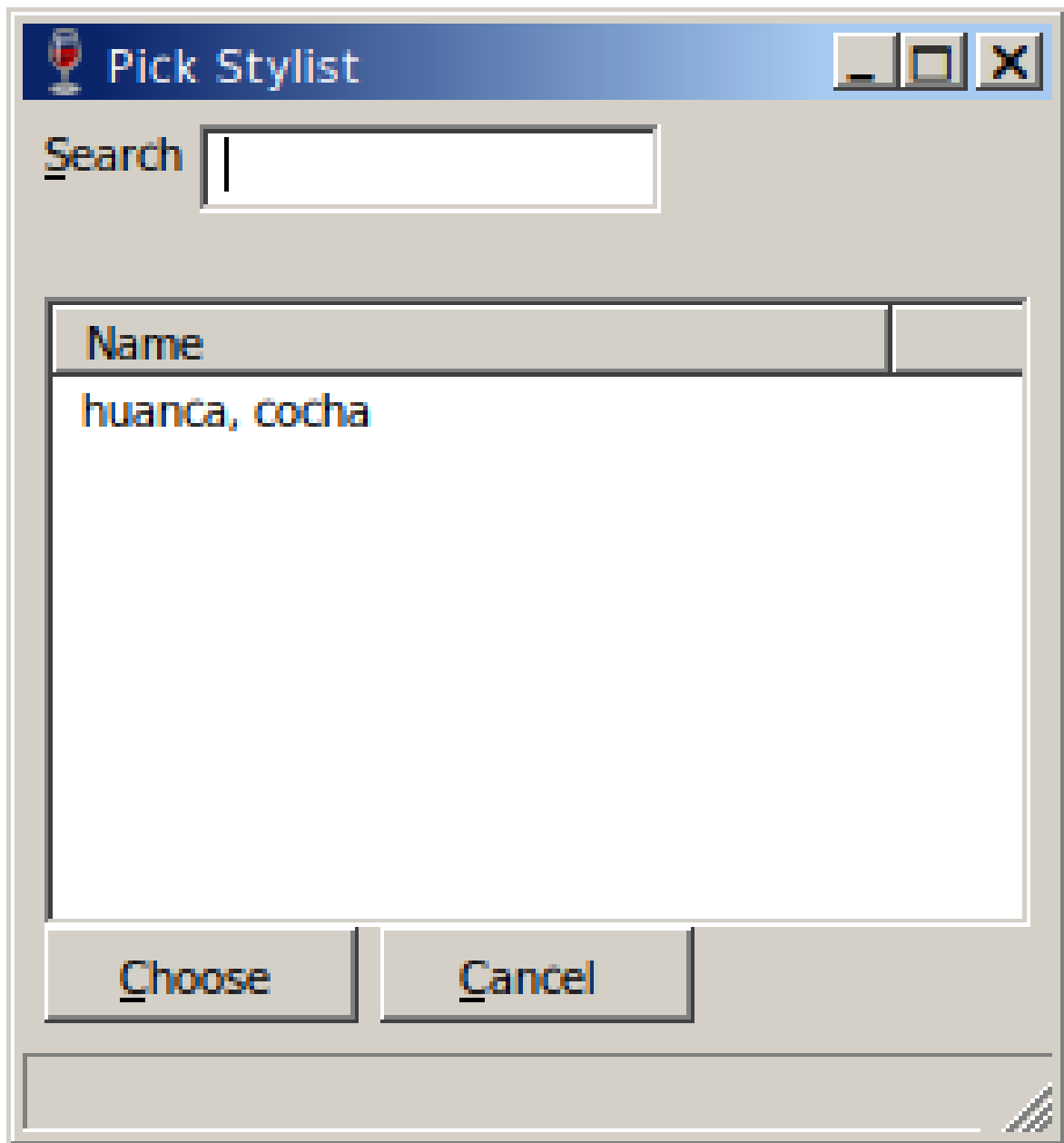
Customers Date (2019-09-30)

Search

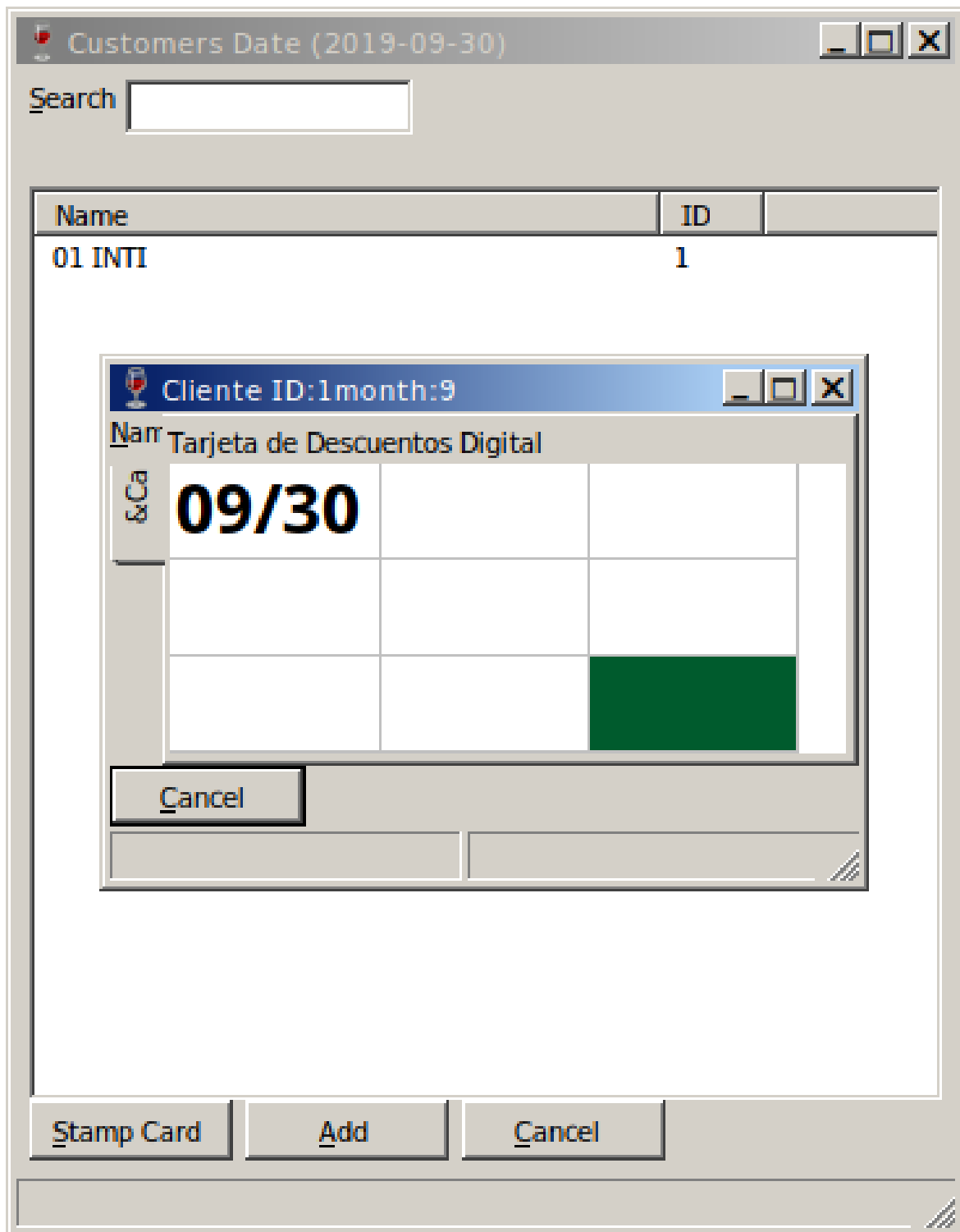
Name	ID
01 INTI	1

Samp Card   Add   Cancel

Select partner (if only one partner go directly to the button 'Select'):



See Stamped Card:



### 1.11 Description of what you see on the card

- Black text, It means service without discount
- Blue text, It means discount on his/her birthday month (when defined)
- The colors on the cell vary according to the discount applied

### 1.12 Change Date

It allows us to register services in past dates (which have been stored in notebooks)

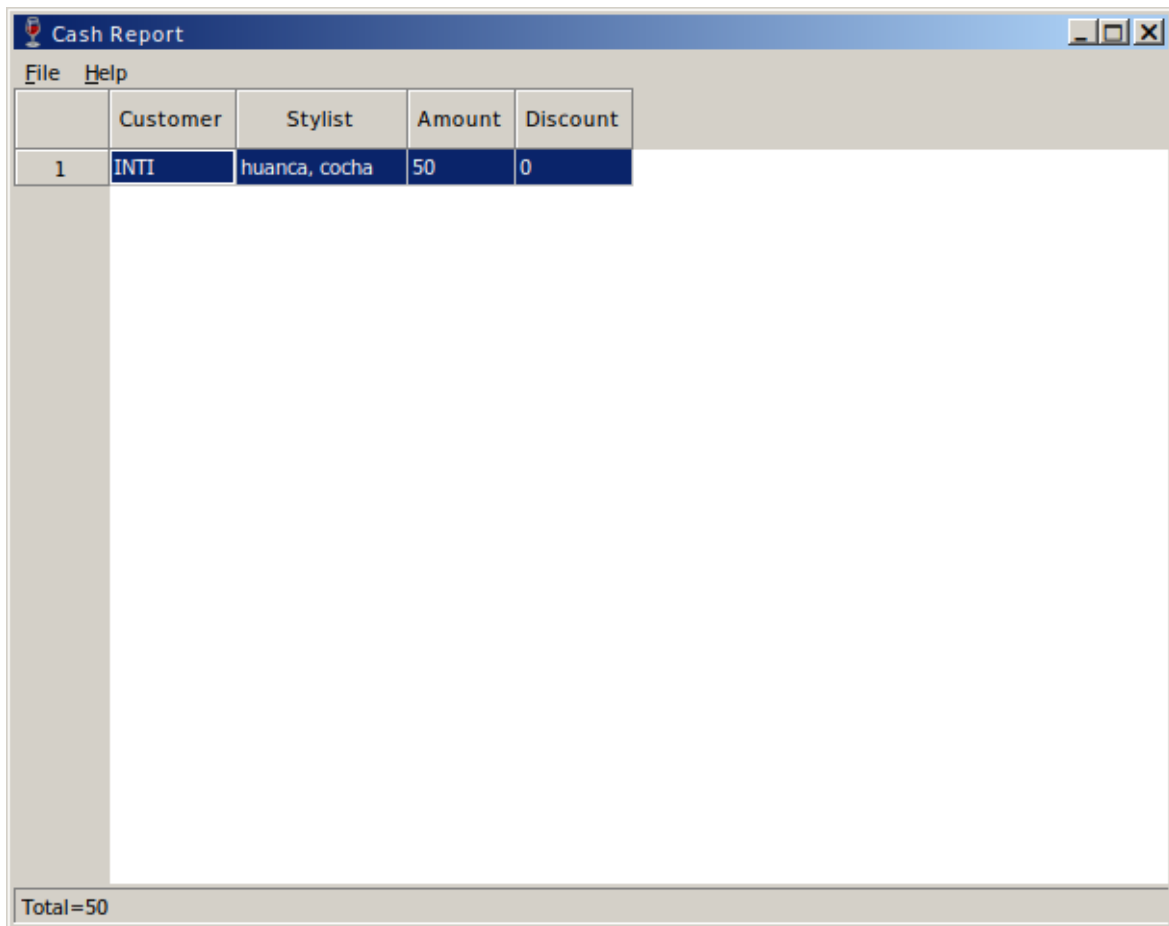
### 1.13 Make backup (PIME version)

Go to the menu Utilities and there you are going to find the backup button then you could proceed doing a backup of the information (backup files are stored in the folder backup within the folder where the application is located)

It is advisable to do backup daily. And if possible store it in external storage.

### 1.14 See the Cashier

All the services performed in the day, the total of all services is at the bottom of the window.



	Customer	Stylist	Amount	Discount
1	INTI	huanca, cocha	50	0

Total=50

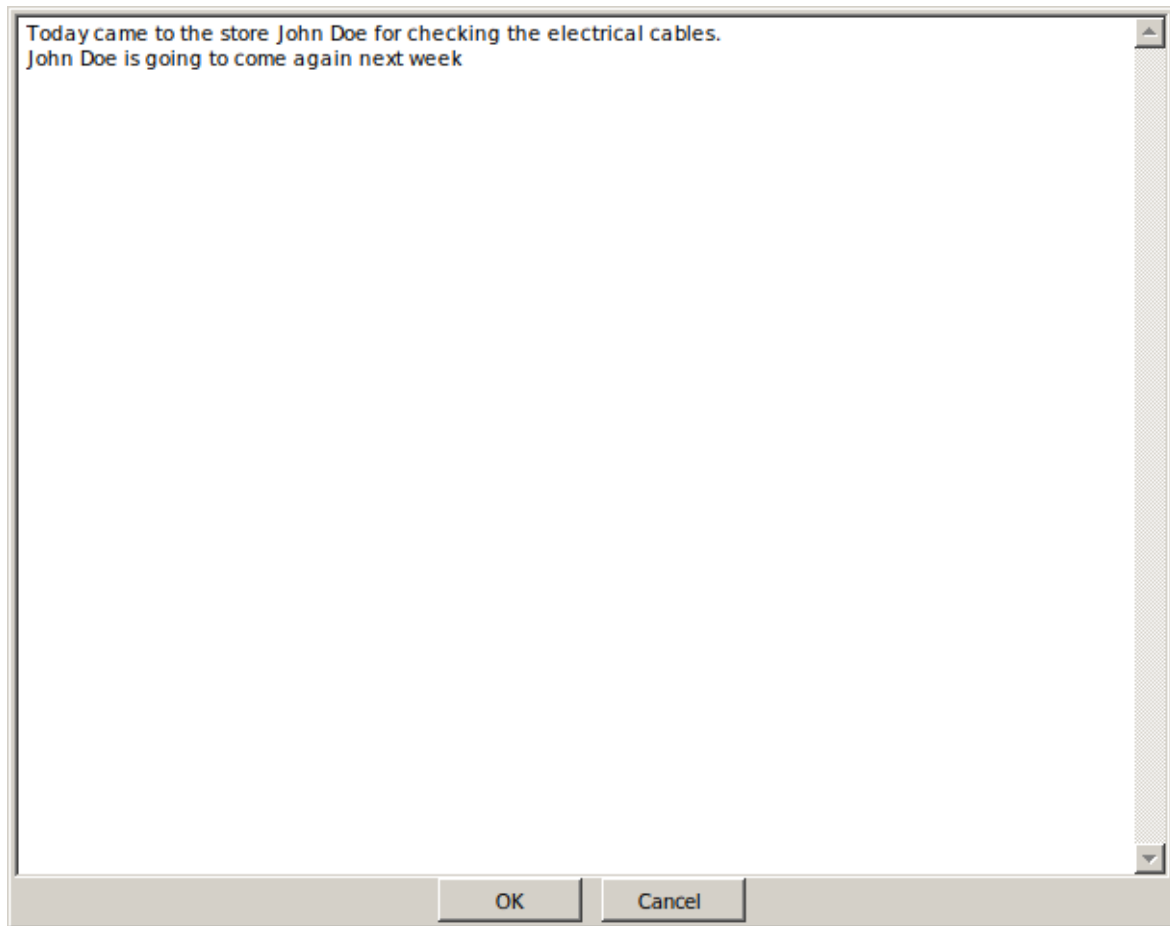
### 1.15 Application Note

Within the Utilities menu is the application note, it is used to share relevant data or information about the business.

For example:

- The person who came for visiting the business 'John Doe'.

Below is an image of the note:

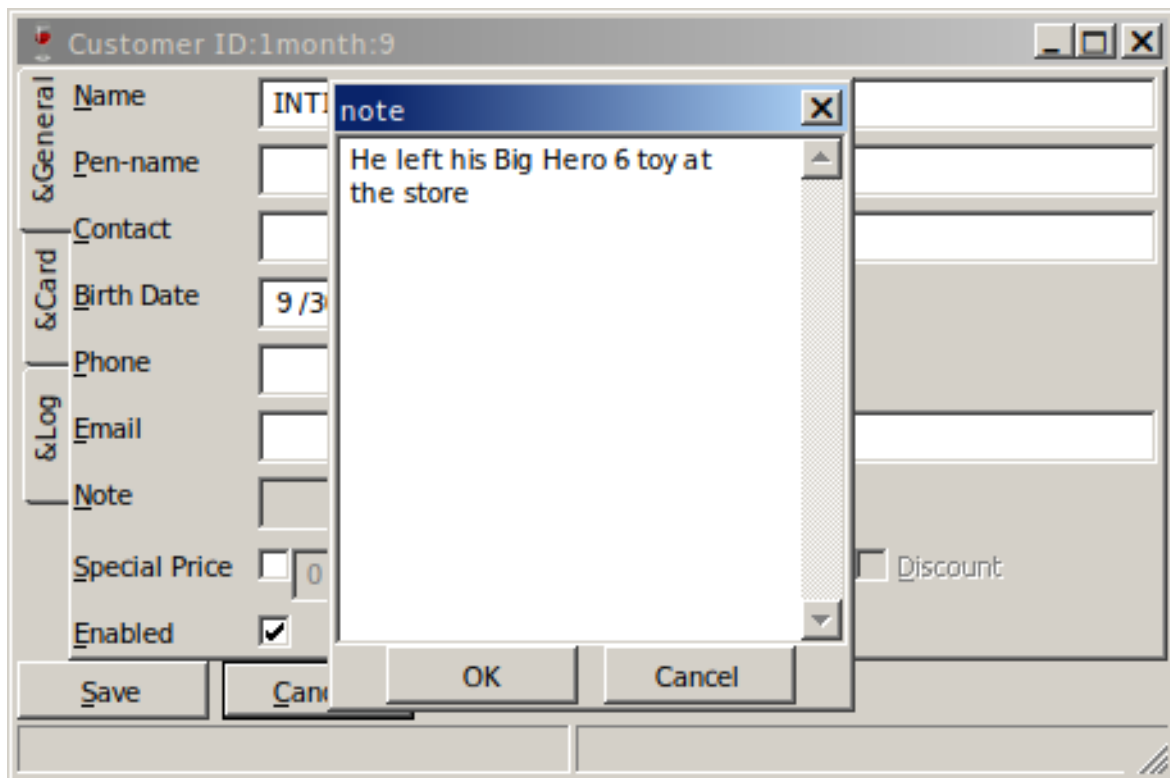


## 1.16 Customer Note

On the customer edition you could see a button with the label note. Which can be used to save little notes about the customer.

For example:

- David has forgotten his toy on the store.



## 1.17 FAQs

### 1.17.1 How do I copy the system to another machine?

Just copy the folder where you unzipped the system. If the system has been installed by kipuamutay, it is likely that you have a shortcut or desktop icon. Must click right on the desktop icon and select Properties to see the actual location or folder where the system is, just copy the complete folder to an external memory and take it to another machine where would copy the entire folder again. And perhaps create a shocut for accessing the system.

### 1.17.2 Which one is the content of the system folder?

backup	It is the folder for the database backups
output	It is the folder for saving some exports from some reports
haircut.exe	the applicaiton binayr
hc <sub>prod</sub> .sqlite3	the application database
libgcc <sub>ss</sub> slj-1.dll	library
libjpeg-8.dll	library
libpng16-16.dll	library
libstdc++-6.dll	library
libtiff-5.dll	library
libwinpthread-1.dll	library
readme	idem
sqlite3.dll	library
wxmsw30u <sub>gcc</sub> custom.dll	library
zlib1.dll	library

### 1.17.3 How Should I update the application binary "haircut.exe"?

When kipuamutay hands You a zip (archive) with the binary, You must copy it to the folder where application is installed.



#### 1.17.4 How to run a script on the system?

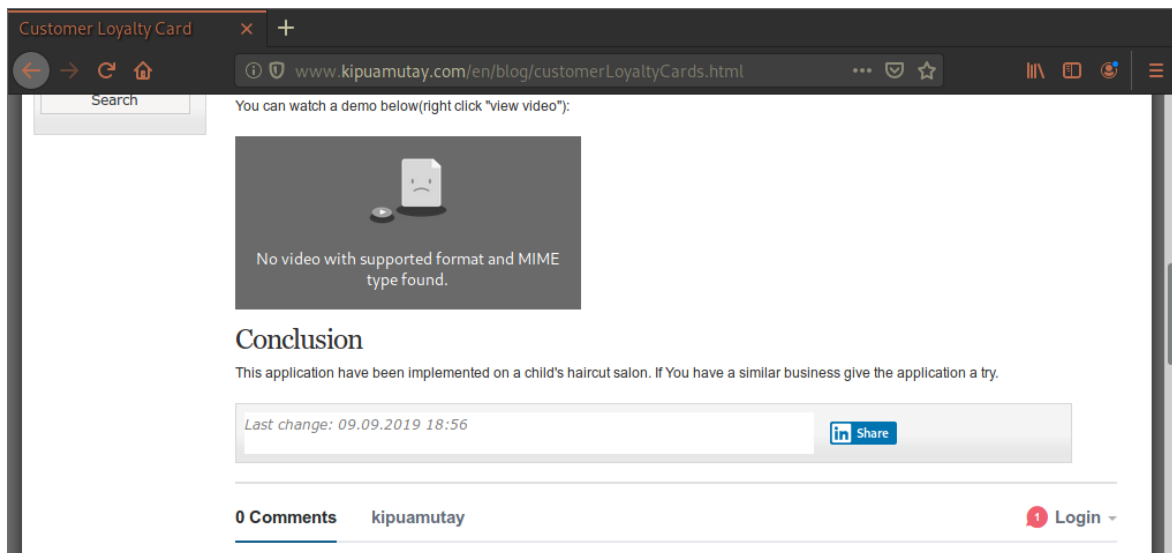
When kipuamutay hands You a file with "sql" file extension search for the 'Run SQL' button on Utilities, locate the file and give Ok. Then Exit the System and re-open It.

#### 1.17.5 Is there a video about the application?

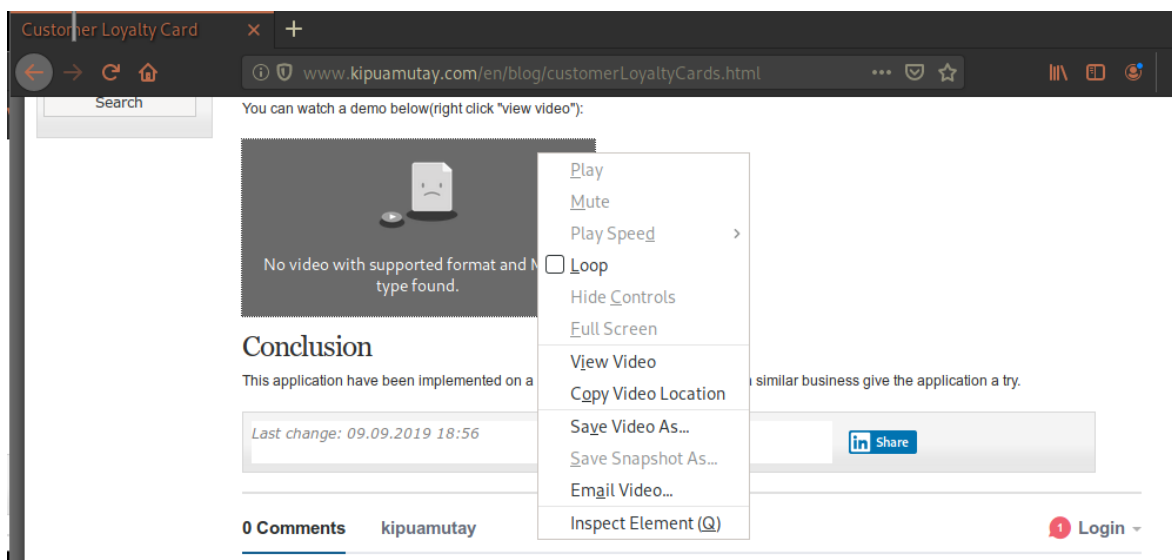
You could find the video on this web address:

<http://www.kipuamutay.com/en/blog/customerLoyaltyCards.html>

If You find a message that says: "No video With supported MIME type format".



Then right-click on the sad face and select "View Video"



## 1.18 Contact

write us to the email [soporte@kipuamutay.com](mailto:soporte@kipuamutay.com)

Comments? [soporte@kipuamutay.com](mailto:soporte@kipuamutay.com)