

DECA 2015 Certification Quiz on POSitive Retail Manager – Pt.1

1. Pressing the function key F1 in POSitive Retail Manager will
1 pts.

- A. display additional options.
- B. close the window.
- C. change screen colors
- D. open a help screen

2. To indicate that a specific inventory item is a "clearance item and cannot be returned" use
1 pts.

- A. an Extended Note
- B. a Purchase Order Note
- C. a Standard Note
- D. a Transaction Note

3. The proper way for adding or removing "extra" money from the cash drawer is with
1 pts.

- A. a Cash Drawer key.
- B. the Open Register button.
- C. the Balance Register button.
- D. an invoice and waiting until a sale is made and the cash drawer opens.

4. Use this POSitive feature to print reminders of upcoming events or seasonal messages at the bottom of each receipt
1 pts.

- A. Policy Statements
- B. an Invoice Note
- C. a Transaction Note
- D. an Extended Note (up to 10,000 characters)

5. In POSitive you can leave messages for other employees by using
1 pts.

- A. Sticky Notes
- B. POSitive Mail
- C. E-Mail
- D. Instant Messaging

6. Setting a Minimum Stock amount for an inventory item will remind you to order more of the item when you
1 pts.

- A. build the Order List.
- B. complete an invoice.
- C. run Balance Register.
- D. run Verify Inventory Files.

7. Setting a Maximum Stock amount for an inventory item will not work unless you also activate "When Creating Order List Order Enough To Bring to Maximum Quantity" in
1 pts.

- A. System Setup: Purchase Orders.
- B. Station Settings: Printing Options.
- C. Category: Detail Settings.
- D. System Setup: Inventory Settings.

8. If you accidentally delete an inventory item, you can "recover" it by going to "Deleted Items Manager" which is found under
1 pts.

- A. System Setup: Inventory.
- B. Inventory: SKU Manager.
- C. Inventory Center: Verify Inventory Files.
- D. Inventory Center: Management.

9. Multi-Monitor is a customer facing flat screen which displays the items being purchased and the grand total due, but it CANNOT display
1 pts.

- A. a slide show of employees or promotional items and events.
- B. customer contact information.
- C. images of items being purchased.
- D. customer loyalty points earned.

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10. By including a forward slash / in the SKU field while creating an invoice POSitive will automatically insert
1 pts.

- A. a note field.
- B. a negative price as if the item is being returned.
- C. the quantity to purchase.
- D. a discount of 10%.

11. The purpose of CTRL-Enter in the Lookup field of the Locate Item window is to
1 pts.

- A. display current stock counts.
- B. find all items with matching content.
- C. to display "inactive" inventory items.
- D. to select multiple items to be added to the invoice.

12. Which of the following is NOT a function of the "Alternate SKU?"
1 pts.

- A. find all items on a specific page of a catalog.
- B. sell an item by its superseded part number.
- C. sell a set number of units of the item.
- D. to sell something for \$1.00 when I can't find the real inventory item being purchased.

13. The SKU "GIFTCERT" must be in the inventory list in order to sell and redeem
1 pts.

- A. raffle tickets.
- B. gift cards.
- C. loyalty cards.
- D. bonus discount certificates.

14. If you sell a variety of pens and pencils which fluctuate in cost, you can sell them all at a fixed price. This feature is called Global Pricing and is found under
1 pts.

- A. System Setup: Invoicing.
- B. Station Settings: Misc.
- C. Category Setup.
- D. Inventory Center: Actions.

15. The POSitive's Label Editor CANNOT be used for printing
1 pts.

- A. price labels with barcodes.
- B. a catalog or menu of products with barcodes.
- C. a colored sign with a picture.
- D. none of the above.

16. Enter just ONE SKU to sell a group or "combo" of items by using the following feature
1 pts.

- A. an Assembly.
- B. a Hidden Kit.
- C. a Template.
- D. all of the above.