

## **GSI OHIO / KEEPING TABS**

1. Touch the Game that you want to Sell or Redeem prize
2. Type in the amount of Prize/ Sell
3. Touch Prize or Sale button
4. Complete transaction and open Cash Drawer by touching the large button above the SALE button.
5. Look to the right at the running till tape and check that the transaction is correct, If not you need to make a correction, do it now. If you did this transaction correctly press the **BACK** button to go back one screen, to the Game Selection screen.



### **How to make Corrections:**

1. The first thing the Ticket Seller has to remember on making a correction is, To Touch the (**Red -**) button first.
2. Look at the till tape on the right side.
3. Type in the Dollar amount of the transaction that you want to correct.
4. Touch the same button that the till tape has next to the dollar amount. ( Sale/ Prize)
5. Complete this correction by: Touching the large button above the sale button.
6. Now start the transaction over from the beginning.