



Cash flow management. Solved.

CASH TRANSACTION

INTEGRATED USER GUIDE

INITIATE TRANSACTION FROM BILLING SYSTEM

- Select CLIENT and follow “record payment” process on your billing system.
- Select CASH payment option.
- Select TODAY’S DATE for recon purposes.



NEXION PAYMENT SCREEN PREPOPULATED FROM BILLING SYSTEM

1. Select RECEIPT BOOK.
2. Click on PROCESS CASH OR CHEQUE.

Logged in as: Cristo Marcus [NODE: 85]

1 →

RECEIPT BOOK: Nexion SA

AMOUNT: 100.00 ZAR

INVOICE #: 28111

CLIENT NAME: Mr S Omeone

USER REF: 5211

BANK AUTH:

CANCEL

2 ↓

PROCESS CASH OR CHEQUE

PROCESS EFT TO BANK ACC

PROCESS DEBIT ORDER

POST ONLINE PAYMENT LINK

nxAgent: 4.20.4.9

06 April 2020
Edcon has suspended settlement of all txns from march 1st until futher notice.
Nexion will not be processing Edcon transactions until such time that Edcon can provide further information.

SELECT PAYMENT METHOD

1. Click on CASH.

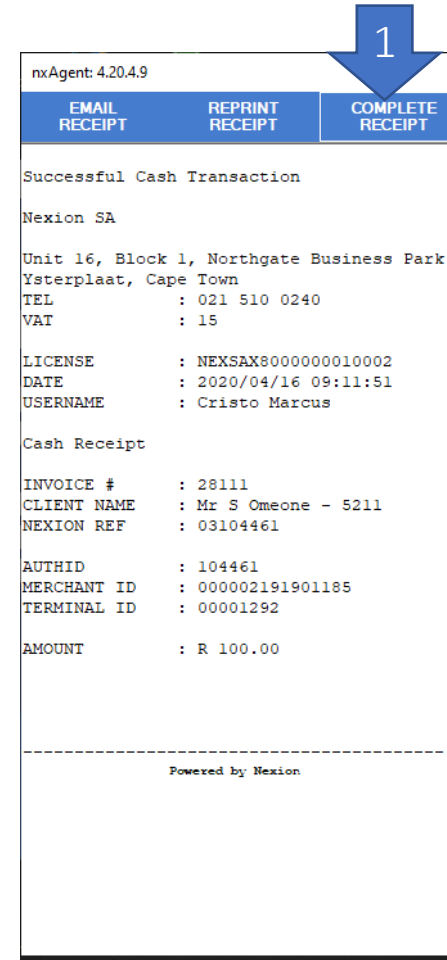
Logged in as: Cristo Marcus [NODE: 85]

RECEIPT BOOK <input type="text" value="Nexion SA"/> AMOUNT <input type="text" value="100.00"/> <input type="text" value="ZAR"/> INVOICE # <input type="text" value="28111"/> CLIENT NAME <input type="text" value="Mr S Omeone"/> USER REF <input type="text" value="5211"/> BANK AUTH <input type="text"/> CANCEL	PROCESS CARD	CASH
	PROCESS CASH OR CHEQUE	CHEQUE
	PROCESS EFT TO BANK ACC	
	PROCESS DEBIT ORDER	
	POST ONLINE PAYMENT LINK	

NEXION WILL PRINT RECEIPT

1. Click on COMPLETE RECEIPT to complete transaction.

- Receipt can be emailed to client by clicking on EMAIL RECEIPT.



nxAgent: 4.20.4.9

EMAIL RECEIPT	REPRINT RECEIPT	COMPLETE RECEIPT
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Successful Cash Transaction

Nexion SA

Unit 16, Block 1, Northgate Business Park
Ysterplaat, Cape Town

TEL : 021 510 0240
VAT : 15

LICENSE : NEXSAX8000000010002
DATE : 2020/04/16 09:11:51
USERNAME : Cristo Marcus

Cash Receipt

INVOICE # : 28111
CLIENT NAME : Mr S Omeone - 5211
NEXION REF : 03104461

AUTHID : 104461
MERCHANT ID : 000002191901185
TERMINAL ID : 00001292

AMOUNT : R 100.00

Powered by Nexion

TRANSACTION POSTED TO BILLING SYSTEM AUTOMATICALLY



- Allocate to the patients account on your billing system.