How to Install and Configure TaxCore POS iOS

Steps for installing and configuring the TaxCore Free POS application are quick and easy to follow:

1.

Before You Install

Before you can start using TaxCore POS app, make sure you have met several requirements:

2.

Installation and Configuration

Before you can start issuing receipts, you need to download the TaxCore POS app onto your handheld device (phone or tablet) from the following URL on Apple App Store:

Before You Install

Before you can start using TaxCore POS app, make sure you have met several requirements:

- Functioning iOS handheld device (phone or tablet) running on iOS 12.0+
- Available internet connectivity
- Functional built-in camera (optional)
- Active account on the Taxpayer Administration Portal

Related Articles

Installation and Configuration of TaxCore POS iOS

Installation and Configuration

Before you can start issuing receipts, you need to download the TaxCore POS app onto your handheld device (phone or tablet) from the following URL on Apple App Store:

https://apps.apple.com/fj/app/taxcore-pos/id1509195602

Installing Certificates

NOTE:

You need to follow these steps if you plan to use this app with a V-SDC server. If you plan to use it with an E-SDC server, see Connecting to VSDC or ESDC.

After you download the app, go the <u>Taxpayer Administration Portal</u> and <u>request issuing a new certificate</u> in a file format.

NOTE:

For more information on how to access the portal, please refer to <u>Taxpayer Administration Portal User Manual</u>.

Once your request has been approved, you will receive an email with all necessary files and credentials: UID(s), password(s) and POS Access Code (PAC), and activation URL(s).

NOTE:

The email from the image uses the name TaxCore as a generic, country-agnostic example. The email you will receive will have the name of your country's official tax authority organization.







3 attachments (7 KB)

TaxCore

Dear Tony, Your POS access request has been approved.

You have requested 0 cards / 1 files.

Business name: Test

TIN: 12-3459687

Location Name: Store 2

Please use this link to set your connection to V-SDC server: "https://vsdc.test.taxcore.dti.rs/"

Please find the list of digital certificates for V-SDC access.

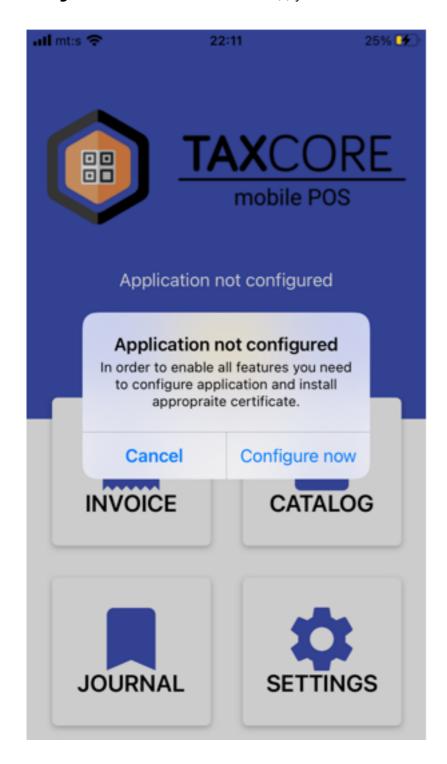
UID	Password	PAC	Download URL
VBXZLXJK	8Z2ZDMCG	123456	https://test.taxcore.dti.rs/a/a9507594c6534a43a1616bf34458dbc9

Installation and Configuration - Image of the approved request email view

TIP:

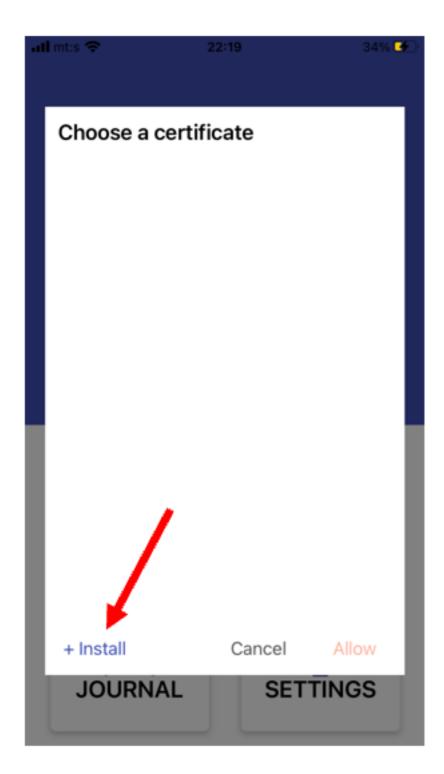
since you will have to install the certificate(s) on your handheld device, we suggest you open the email and save the files directly from that device.

When you start the app for the first time, you will see the "Application not configured" message on the screen. Tap **Configure now** to install the certificate(s) you received in the email.



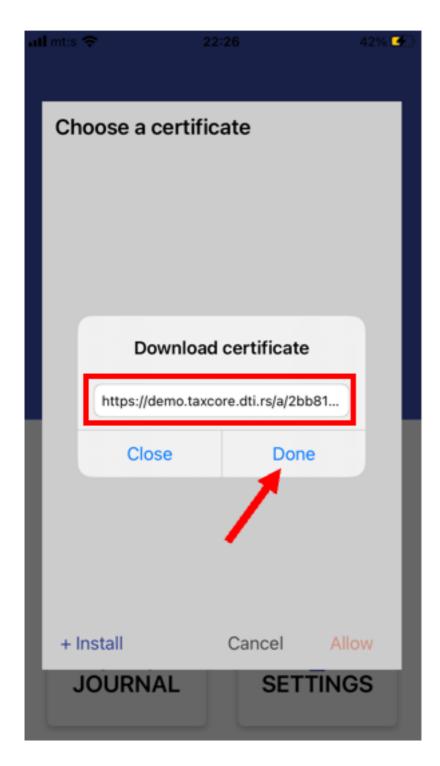
Installation and Configuration - Image of the application not configured message

When the next page opens, tap Install.



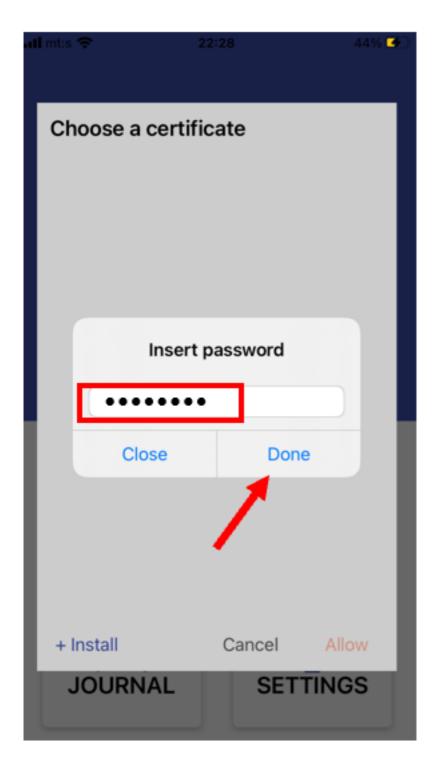
Installation and Configuration - Image of the download certificate install options

In the popup box copy-paste the *Download URL* from the Tax Authority email (see above) and tap **Done**.



Since you are installing the certificate for the first time, you will need to enter the **Password** which you also received in the Tax Authority email (see above). You can also copy-paste it from the email or enter it manually (you can enter the password in both upper-case and lower-case letters).

When you finish, just tap **Done**.



Installation and Configuration - Image showing the insert password credentials

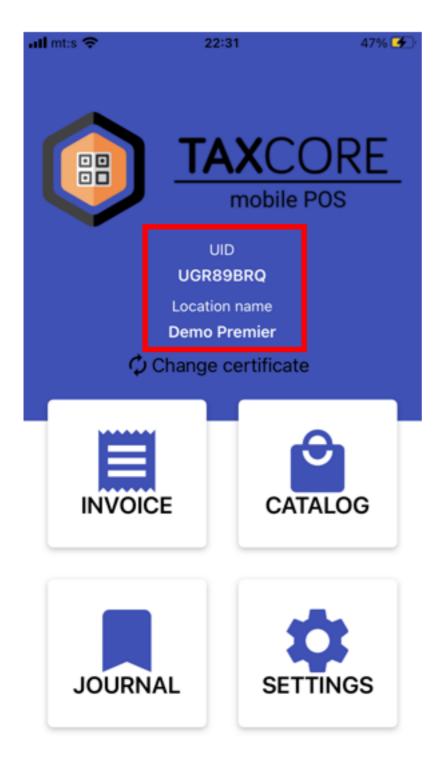
The certificate is now installed on your device.

Finally, you just need to select the certificate as the one you will use to issue invoices. Tap on the certificate to select it (yellow *tick* symbol will appear) and then tap **Allow**.



 $\it TaxCore\ POS\ iOS\ -\ Allow\ installed\ certificate\ image$

The certificate UID and Location Name will be displayed on the app's home screen.



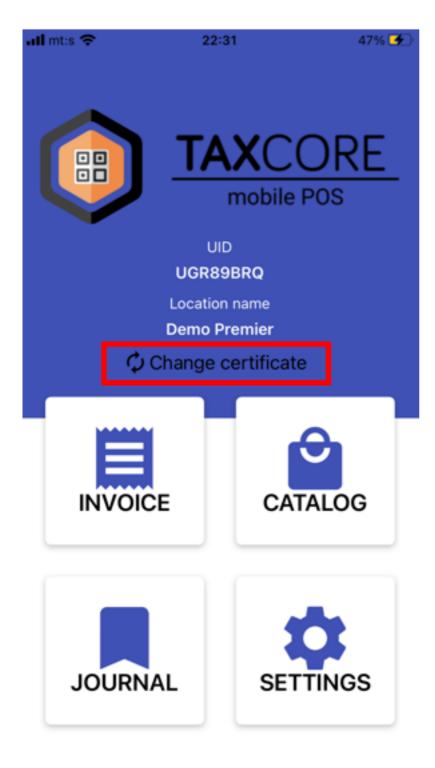
TaxCore POS iOS - Image of the installed certificate on homescreen

Changing certificates

During later use, if you install more certificate(s) on the same device, you will be able to change the certificate you want to use by tapping **Change certificate** on the app home screen.

NOTE:

You can select only one certificate at a time.



Installation and Configuration - Image showing the Change certificate option for the app

Just select the certificate from the list and tap **Allow**.



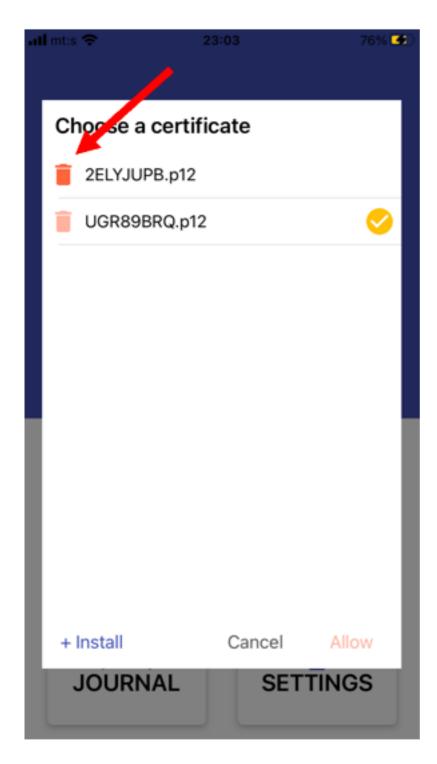
TaxCore POS iOS - Allow another installed certificate from the list

Deleting a certificate

To delete one of the installed certificates, just tap on Change certificate on the home screen and then tap the red *bin/trash can* symbol.

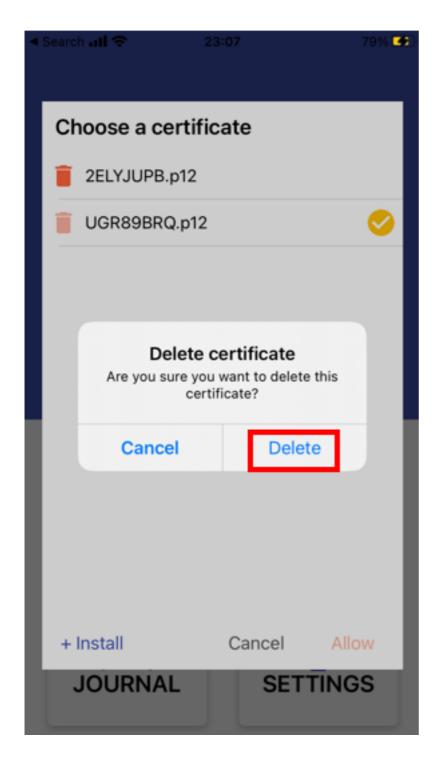
NOTE

You can not delete a certificate that is selected for issuing invoices (marked with the yellow tick symbol).



TaxCore POS iOS - Image of deleting a certificate

In the confirmation box, just tap **Delete** and the certificate will be deleted from the list.



TaxCore POS iOS - Image of confirming certificate deletion

Other configurations

1.

Connecting to V SDC or E SDC

After you install the certificate(s), the application is connected to a <u>V-SDC</u> server by default. For that reason, V-SDC server address is configured automatically from the certificate.

2.

Taxes

The list of active taxes is configured automatically from the certificate and cannot be altered. To see the current list, open the **Settings** menu and choose **Taxes.**

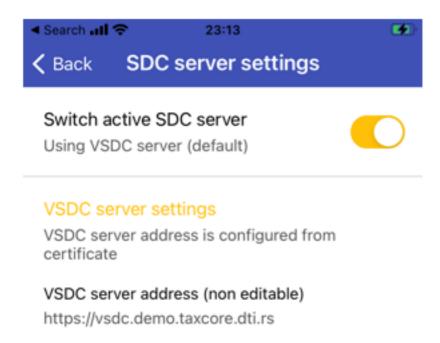
3.

CUSTITUTS

You can easily see the list of existing cashiers or add new cashiers by tapping on **Cashiers** in the **Settings** menu:

Connecting to V-SDC or E-SDC

After you install the certificate(s), the application is connected to a <u>V-SDC</u> server by default. For that reason, V-SDC server address is configured automatically from the certificate.



Connecting to V-SDC or E-SDC - Image of the V-SDC server default configuration

However, you can switch to using **E-SDC** at any time.

NOTE:

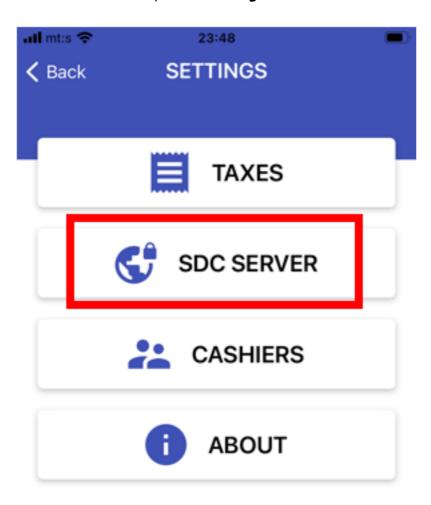
Only one connection can be established at a time, meaning you can either connect to a V-SDC or E-SDC service, but never to both at the same time.

Switching from V-SDC to E-SDC service

NOTE:

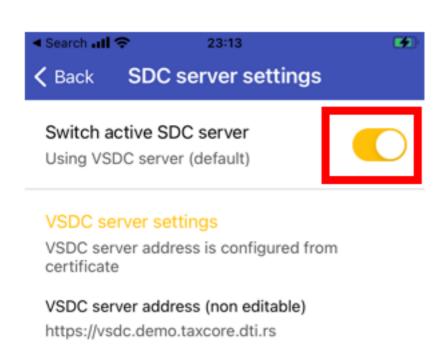
For the initial set up of an E-SDC connection, you will need to have an internet connection (as well as every next when you want to update the details of the connection). Once you set up the connection, you will be able to use the app with E-SDC without the Internet.

To switch to E-SDC, open the **Settings** section on the home screen and choose **SDC Server**.



Connecting to V-SDC or E-SDC - Image of the SDC server section

On the new screen, tap on the switch button next to **Switch Active SDC server**.



ESDC server settings

Configure

ESDC server name

Not configured

ESDC server address

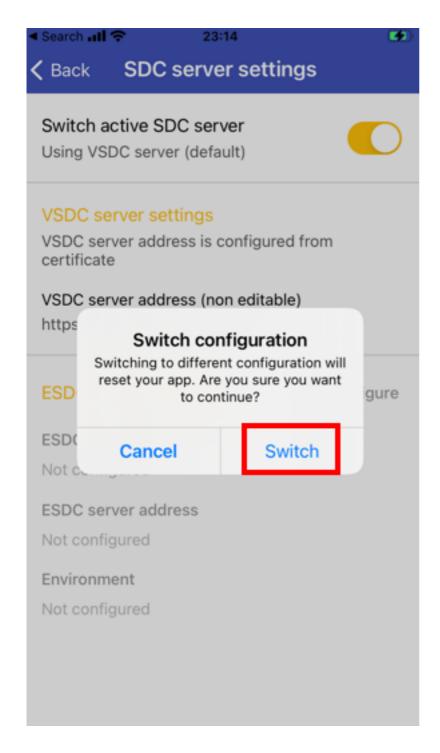
Not configured

Environment

Not configured

Connecting to V-SDC or E-SDC - Image of the Switch Active SDC server option

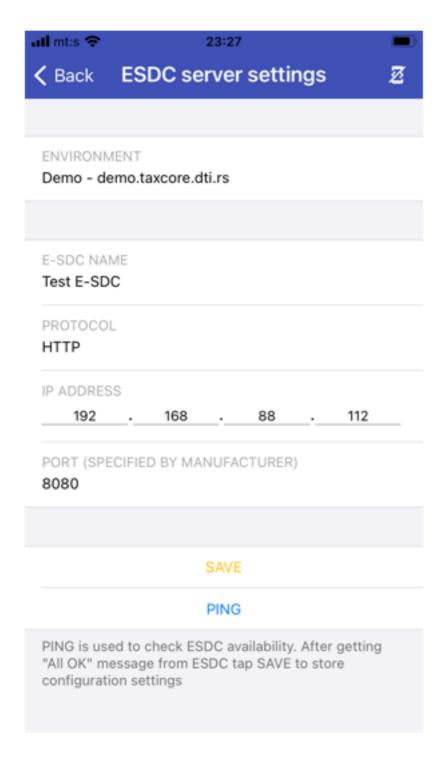
In the confirmation box, tap **Switch**.



Connecting to V-SDC or E-SDC - Image of confirming SDC server switch

You need to enter the details of the E-SDC connection:

- **Environment** select an environment from the list the environment must match the jurisdiction in which you are using your smart card connected to E-SDC
- **E-SDC name** provide a name for the E-SDC server (useful for distinguishing between multiple E-SDC servers which might in use at the same business location)
- Protocol predefined for HTTP
- IP address the unique IP address of the E-SDC server you want to use
- Port manufacturer-specific port of the E-SDC server (provided in the E-SDC user manual)



Connecting to V-SDC or E-SDC - Image of the ESDC server details

After you fill in the form, you can use the **Ping** option to test the availability of the E-SDC service.

If everything is ok, just tap **Save** and the connection to this E-SDC server will be established.

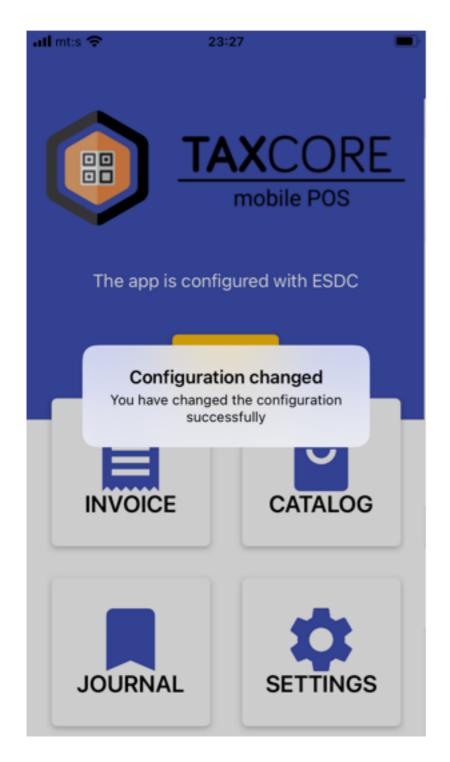
NOTE:

If pinging the E-SDC service is unsuccessful, check the information you entered and whether the E-SDC is turned on and properly set up.



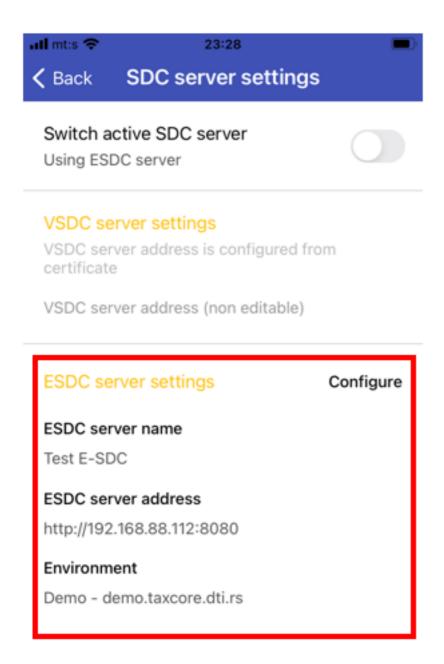
Connecting to V-SDC or E-SDC - Image of saving ESDC server details

You will see the **Configuration changed** message in a pop-up box.



Connecting to V-SDC or E-SDC - Image of the Configuration changed confirmation

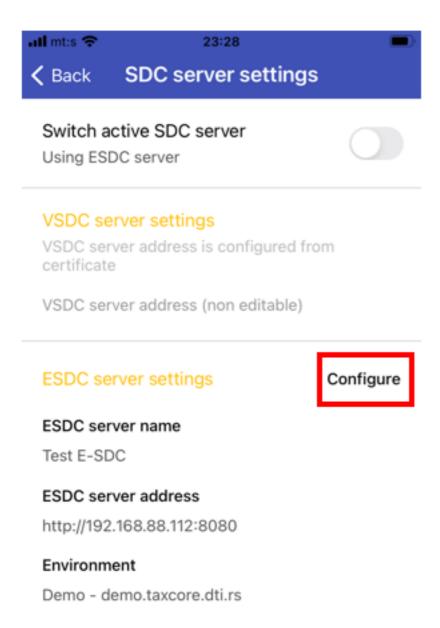
This setting will be saved, so that the next time when you switch from V-SDC to E-SDC server, you will not have to enter the same information again (unless you want to update the E-SDC server configuration - see below).



Connecting to V-SDC or E-SDC - Image of saved ESDC server configuration

Updating E-SDC server configuration

To update the E-SDC server configuration (changing the environment, E-SDC name, or E-SDC device you want to connect to), tap **Configure** in the E-SDC server settings.



Connecting to V-SDC or E-SDC - Image of updating ESDC server configuration

Enter the new information and tap **Save** to update the configuration.

Changing the environment for testing purposes

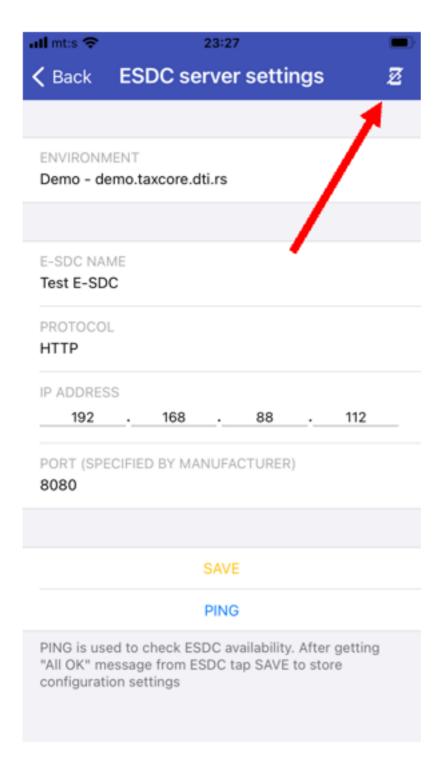
NOTE:

The below information applies to E-SDC vendors who wish to use the app to test their E-SDC solution before applying for accreditation.

TaxCore POS app allows you to define your own custom environment for E-SDC testing purposes.

To do that, open the E-SDC configuration setting and tap on the

symbol in the top-right corner.



Connecting to V-SDC or E-SDC - Image of changing the environment option

You will notice that the symbol has changed. You can now select **Custom** from the **Environment** list and then provide a new **Configuration URL**.



Connecting to V-SDC or E-SDC - Image of adding a new configuration URL

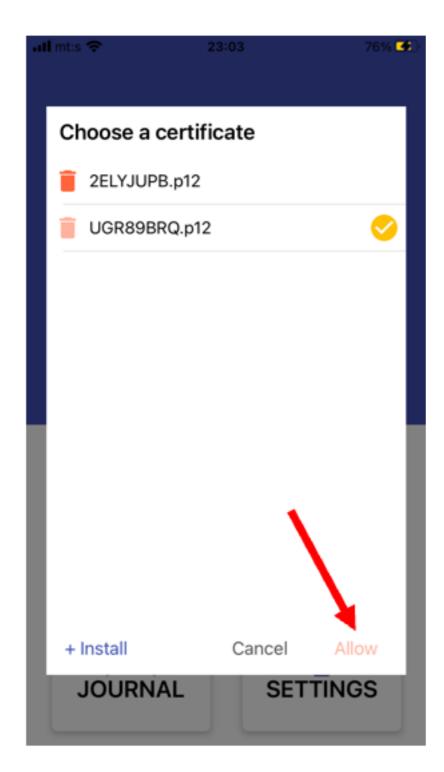
For completing the configuration, follow the same steps for setting up a regular E-SDC configuration (for production environment), as described above.

Switching from E-SDC to V-SDC service

Every time when you switch back to a V-SDC server, you will need to select the certificate you wish to work with and click **Allow** (just like during the initial application setup).

NOTE:

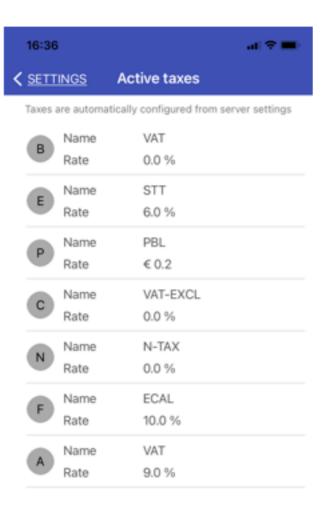
If you do not select any certificate, you will see the **Application Not Configured** message on the home screen.



Connecting to V-SDC or E-SDC - Image of selecting the certificate for V-SDC service

Taxes

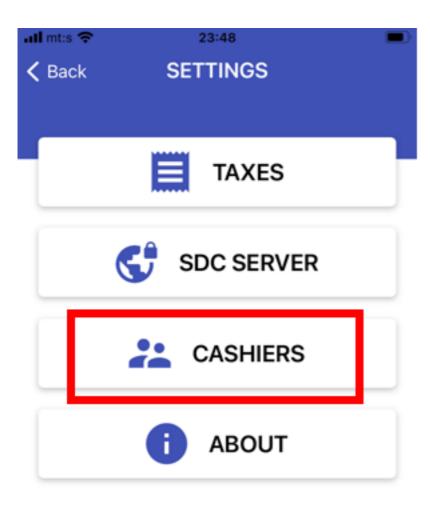
The list of active taxes is configured automatically from the certificate and cannot be altered. To see the current list, open the **Settings** menu and choose **Taxes.**



Taxes - Image of the active taxes

Cashiers

You can easily see the list of existing cashiers or add new cashiers by tapping on **Cashiers** in the **Settings** menu:



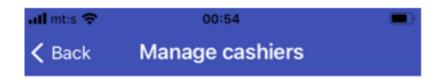
Cashiers - Image of the Cashiers section

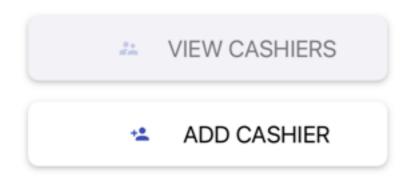
Adding cashiers

NOTE:

If you are configuring the application for the first time, there will not be any cashiers on the list.

You can start to add cashiers, by tapping Add Cashier.



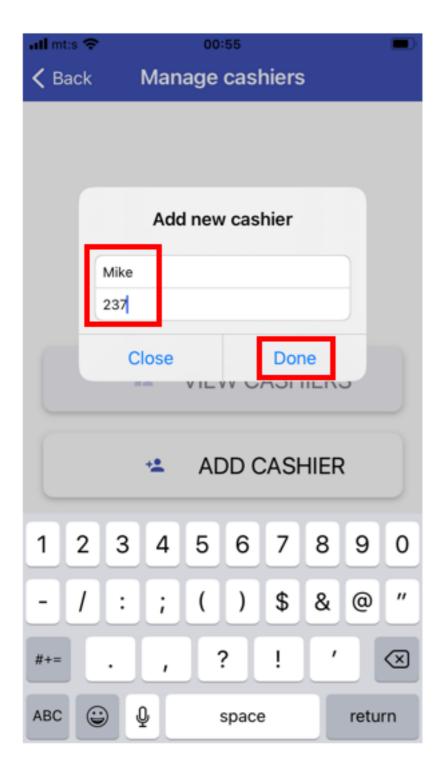


Cashiers - Image of Add Cashier option

In the pop-up box, you need to provide the cashier's name and ID.

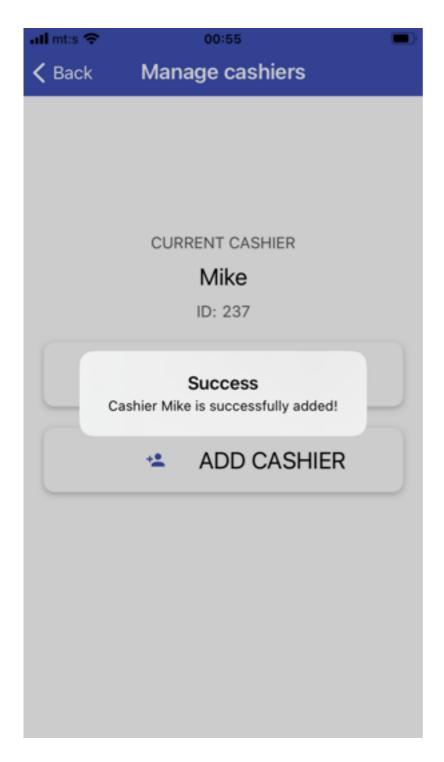
NOTE:

Cashier ID will be included in the <u>fiscal invoice</u> as **Cashier TIN**.



Cashiers - Image of the add cashier details

After you press **Done**, you will see the **Success** message.



Cashiers - Image of the added cashier confirmation

Follow the same steps for all other cashiers.

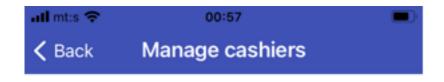
Switching the active cashier

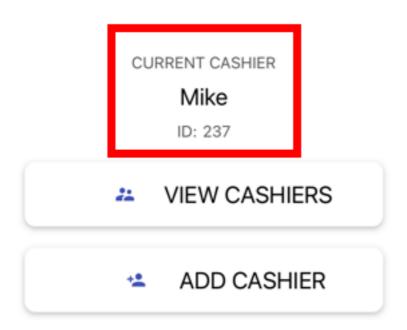
You can easily switch the current cahier by tapping on their names on the list.

NOTE:

Only one cashier can be active at a time. The option of switching active cashiers is used to keep track of cashiers' activity during their work shifts.

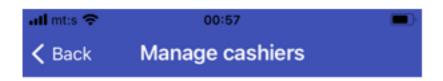
The currently active cashier will always be displayed when you enter the **Cashiers** section.





Cashiers - Image of the currently active cashier

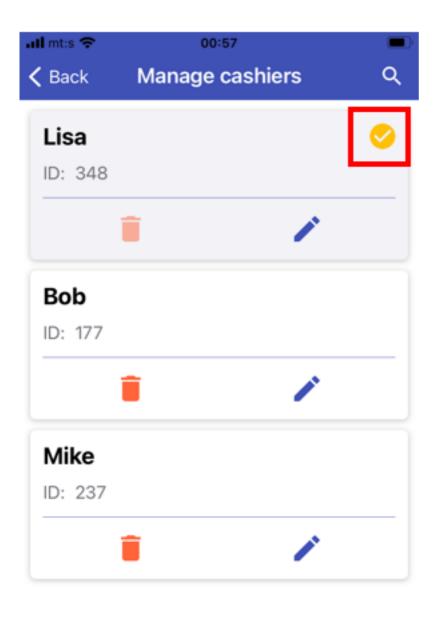
To see the list of all cashiers, tap **View Cashiers**.



CURRENT CASHIER Mike ID: 237 VIEW CASHIERS ADD CASHIER

Cashiers - Image of the View Cashiers option

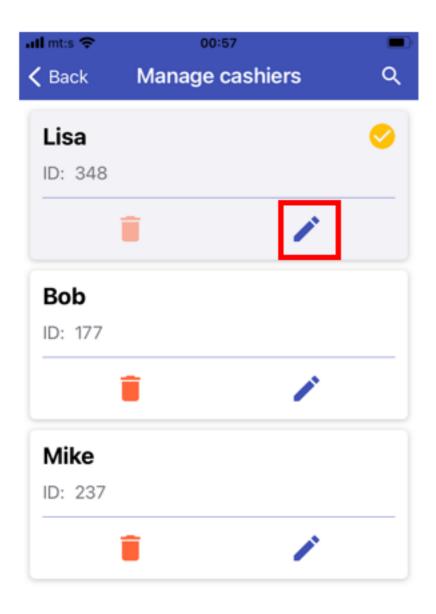
To switch the active cashier, all you need to do is to tap on their name in the list.



Cashiers - Image of switching the active cashier

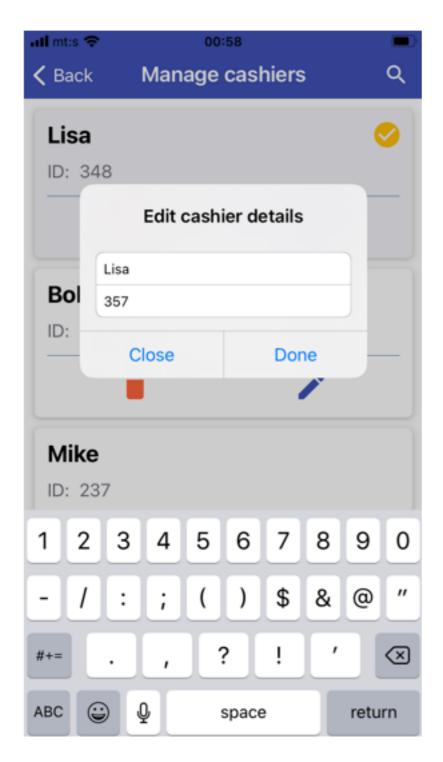
Editing cashiers

To edit an existing cashier, tap on icon below their name.



Cashiers - Image of the editing a cashier option

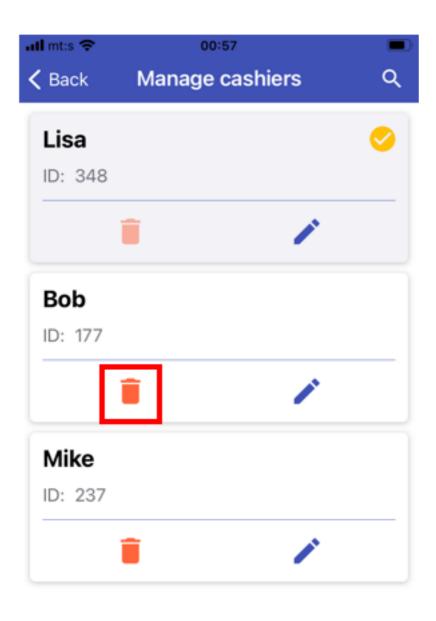
You can then just update the information in the pop-up box and tap **Done**.



Cashiers - Image of updated cashier's information

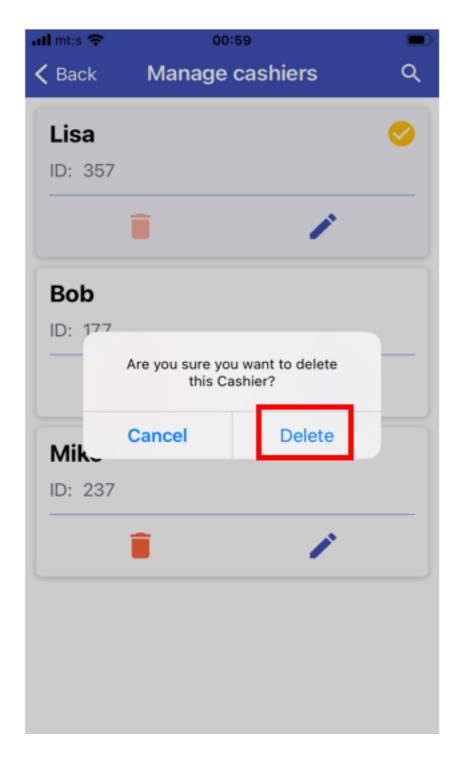
Deleting cashiers

To delete an existing cashier, tap on icon below their name.



Cashiers - Image of the delete a cashier option

Confirm the action by tapping **Delete** in the pop-up box.



Cashiers - Image of confirming cashier deletion

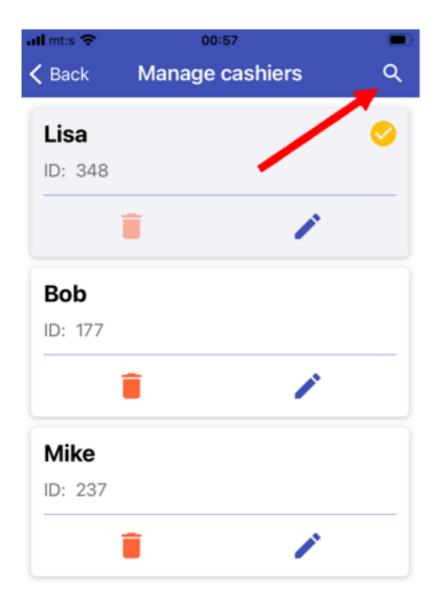
The **Success** message will appear on the screen.



Cashiers - Image of deleted cashier confirmation

Searching cashiers

To search for a specific cashier from the list, tap on the search symbol in the top-right corner.



Cashiers - Image of the search cashiers option

The search results will adapt automatically as you type.



Cashiers - Image of adaptive search cashier results