**ExpressCheck Installation Guide - Focus**

Version 2.0 – October 6, 2025

# Prerequisites

The following are the prerequisites for installing ExpressCheck:

* .NET 4.6.2 or Higher
* Windows 7 POS Ready 2009 or Higher
* Focus Mobile Station License installed
* Internet access for all workstations (routing allowed to CityCheers servers)
* At least one terminal configured as the Focus Back-Office server

# POS Configuration – Pre Installation

The following section describes the changes required in Focus Back Office before installing ExpressCheck.

## Create Interface User

* Open Employee Maintenance → Add New Employee.
* Name: ExpressCheck Interface
* Password: assign a secure value and record it for ExpressCheck Settings.
* Access Level: Manager or Admin (so the interface can post checks).

## Create Mobile Station

* In *Hardware → Stations*, add a new station called “ExpressCheck”.
* Type: Mobile Station
* Enable network access and allow transactions through Focus API.
* Save and close.

## Create Tender Type

* Navigate to Sales → Tenders.
* Add new tender named **ExpressCheck**.
* Set Type = Payment, and enable Reference Required and Amount Required.
* Assign Report Group = ExpressCheck.
* Save.

## Create Service Charge Item

* Go to *Inventory → Menu Items* and add a new item named **Expck Reward Club Fee**.
* Price = $0.50
* Tax = None
* Menu Level = All Levels
* Report Group = *ExpressCheck Fee*
* Mark item as “Do not show on POS button”.

## Create Discount Item

* Under *Sales → Discounts*, add a discount named **ExpressReward**.
* Amount = open or unspecified.
* Applies to entire check.
* Privilege Level = Manager.
* Save.

## Add Button Graphics (optional)

* Copy the ExpressCheck icon (ec.bmp) into the Focus image directory and assign it to the ExpressCheck tender button on your ordering screens

# Configuration Settings

|  |  |  |
| --- | --- | --- |
| **Configuration Setting** | **Suggested Default** | **Value** |
| ExpressCheck Username | *ExpressCheck* |  |
| ExpressCheck User ID |  |  |
| Server Host | *127.0.0.1* |  |
| Server Port | *8080* |  |
| Max Message Size | *20000000* |  |
| ExpressCheck Tender Name | *ExpressCheck* |  |
| EC Fee Name | *ExpressCheck Fee* |  |
| EC Reward Name | *ExpressReward* |  |
| EC Gift Name | *ExpressCheck Gift* |  |
| EC Gift Card Name | *ExpressCheck Gift Card* |  |

# POS Configuration – Post Installation

After the ExpressCheck software is installed on the Focus Brain computer, complete the following steps:

## Install ExpressCheck Software

* Run the ExpressCheck installer on the server.
* Accept the license terms, click **Next**, and select **Complete Install**.
* When prompted for venue credentials, enter the username and password provided by CityCheers Support.
* Select **Production** mode for live sites.

## Configure ExpressCheck Brain Connection

* Open ExpressCheck Settings Utility.
* Under **POS Type**, choose **Focus**.
* Enter the Interface User name and password created in Focus Back Office.
* Specify the tender, fee, and reward names as defined in Pre-Installation.
* Verify the connection test passes.

## Add Tender Buttons on Focus Screens

* In *Screen Designer*, create a new button on the payment page.
* Assign the button action to the ExpressCheck tender.
* Use the ExpressCheck icon image if desired.
* Save and republish to all terminals.

## Install ExpressCheck on Remaining Terminals

* Repeat the software installation on each terminal that will use ExpressCheck.
* Skip the Brain installation step (these act as clients).
* Confirm each terminal launches and communicates with the Brain.

## Verify System Operation

* Perform a test transaction using ExpressCheck from a terminal.
* Ensure the check appears in the ExpressCheck portal and closes properly in Focus.
* If successful, the installation is complete.