

ExpressCheck Installation Guide - Quantic

Version 1.0 – August 12, 2026

1 Prerequisites

The following are prerequisites for installing ExpressCheck:

- Active **Quantic POS** system with admin access to the Quantic Dashboard
- Internet connection on all pad devices used as terminals
- ExpressCheck credentials provided by CityCheers Support

The following section describes the required configuration that must be made in the Quantic Dashboard prior to installation:

2 POS Configuration – Pre Installation

2.1 Login to Clover

Log in to the Quantic Dashboard at <https://myquantic.com/>.

2.2 Create Tender Type for Payment

1. On the main left menu, choose “Settings”.
2. Choose “Setup”, then from the Setup Menu, choose “User Defined Payment Method”.
3. Click “Edit”. Then, click on “Add New”
 - a. Enter “ExpressCheck” into the “Custom tender name”.
 - b. Check “Tip Adjust” and “Status” boxes.
 - c. Click “Save”.
4. Click “Close”.

2.3 Create Super Category for ExpressCheck Item

1. From the main left menu, choose “Catalog”.
2. Then, from the Catalog top menu, choose “Super Categories”.
3. Fill In name field as “CityCheers Super App”.
4. Select “Tax Class” as “No Tax”.
5. Click “Add Super Category”.
6. Optionally, edit the new Super Category and specify foreground and background colors.

2.4 Create Category for ExpressCheck Item

1. Still on the “Catalog” page, from the Catalog top menu, choose “Categories”.
2. Fill in the name field as “ExpressCheck”.
3. Select “Super Category” as “CityCheers Super App”.
4. Select “Tax Class” as “No Tax”.
5. Click “Add Category”.
6. Optionally, edit the new Category and specify foreground and background colors.

2.5 Create Item for ExpressCheck Reward Club Fee

1. Still on the “Catalog” page, from the Catalog top menu, choose “Items”.
2. Enter “Expck Reward Club Fee” into the “Name” box.
3. Set price to “0”.
4. Select “Category” as “ExpressCheck”.
5. Select “Tax Class” as “No Tax”.
6. Click “Add Item & Setup”.
7. On the Edit Item page, on the Item left menu, choose “Settns”.
8. Make sure the following “Settns” are enabled, “Gratuity Eligible”. “Enable Tax Exempt”.
9. Make sure the following “Item Based Settns” is enabled: “Open Item”.
10. Leave all of the remaining options disabled.
11. Click “Save”

2.6 Add the CityCheers App

1. From the main left menu, choose “App Store”.
2. Under the “Third Party Apps” section, enable “City Cheers”.
3. Once Enabled, select the gear icon button in the “City Cheers” section.
 - a. In the “Configuration” page on the CityCheers left menu, turn on “Enable User defined Tip Out”.
 - b. In the “POS Merchant ID” page, click the “Copy” button to copy the Merchant ID to your system clipboard.
 - c. Click “Back to Apps” to return to the “App Store” page.

2.7 Send Email to CityCheers

Send an e-mail to support@citycheers.net and put “Quantic Merchant ID” in the subject line and paste the Merchant ID from the clipboard into the e-mail body and send it.