

DiveShop 360

ALL-IN-ONE DIVE SHOP POS

All you need to automate your dive business.



ALL-IN-ONE DIVE SHOP POS



ALL YOU NEED TO AUTOMATE YOUR DIVE BUSINESS

Dive Shop 360: New Features

- PADI Integration
- Air Cards
- New Commission Options
- Travel Preference Forms
- Customer Payments Online
- Customer Merge
- Sneak Peek: Travel and Rental System Upgrades!

DiveShop 360

ALL-IN-ONE DIVE SHOP POS



PADI®

DiveShop 360

ALL YOU NEED TO AUTOMATE YOUR DIVE BUSINESS

PADI Integration

- Getting started—Integration settings
- Linking a customer
- Viewing a linked PADI profile
- Create a PADI Course
- Book a PADI Course

Turning On PADI Integration

- Go to Office > Back Office Settings > Integrations
- Turn ON the PADI integration switch.
- Enter your dive center login email and password (the same credentials you use to log in to <https://pro.padi.com/>)
- You can choose to prompt any unlinked customer to link up, when the customer is brought up in POS.

Prompt all customer to link to PADI

- Click SAVE.

PADI Integration

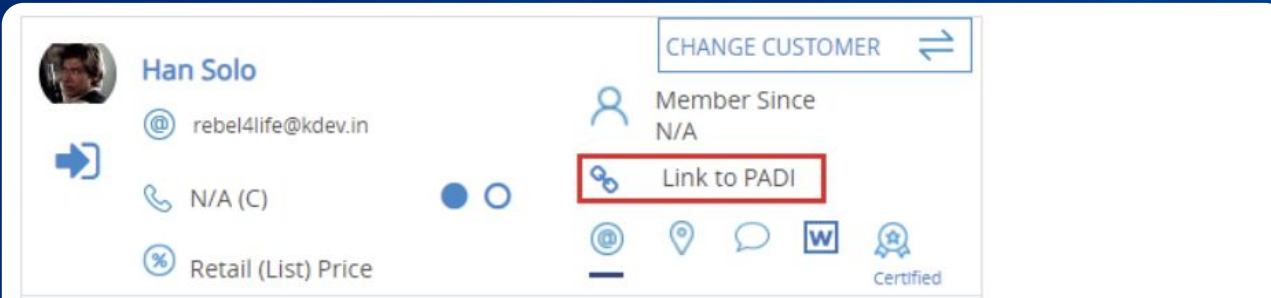
PADI Integration

Email ID *

Password *

Show Password

Link Existing Customer to PADI



Han Solo
@ rebel4life@kdev.in
N/A (C)
Retail (List) Price

CHANGE CUSTOMER ⇌
Member Since N/A
Link to PADI
Certified

- You can choose to search by email address or name and date of birth, or PADI ID. If one method does not find the customer as expected, you can try another. **The info given must be an exact match with what is on file with PADI.**

Link the Customer with PADI

Search By

Email Address Name & Date of Birth

Email Address *

steve@email.com

CLOSE **SEARCH CONTACT**

Viewing a Linked PADI Diver's Profile

DiveShop 360 POS Rentals Work Orders Courses

TESTCHARLES TESTCHARLESLA..

CHANGE CUSTOMER

Member Since N/A

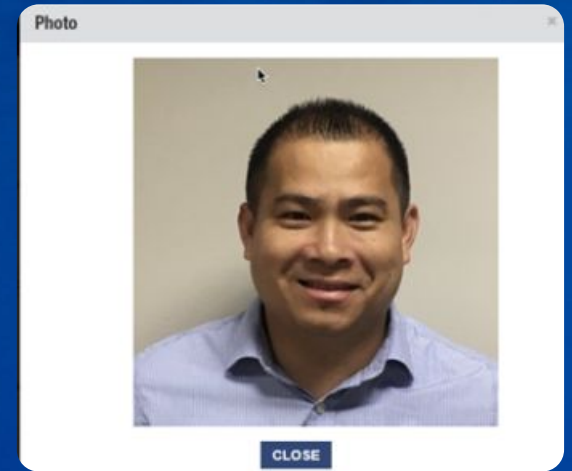
charlesoc+071123v4@gmail.com

N/A (C)

Retail (List) Price

Customer Notes

History TESTCHARLES TESTCH



Customer Information

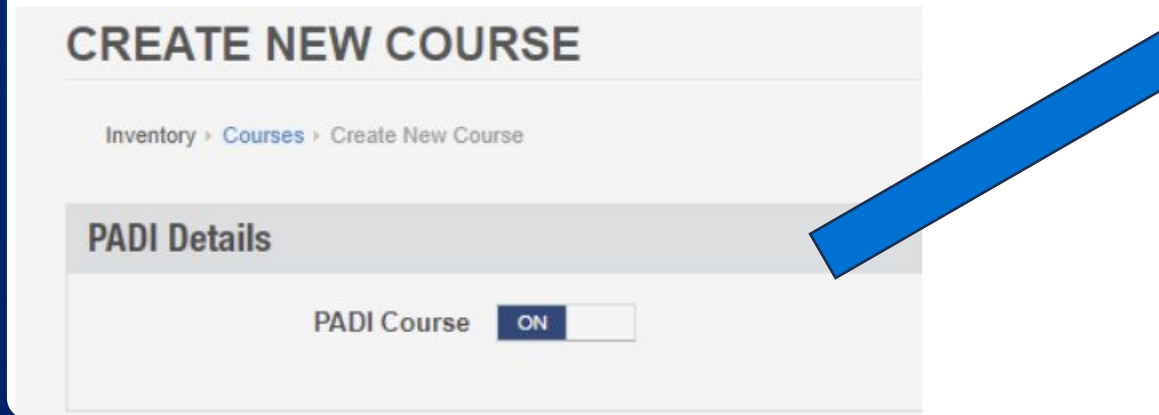
Profile Groups Memberships **Certifications** Service Records Credit Cards

PADI Certifications

Certification Date	Certification Number	Certification Store	Course Name	Instructor	Instructor Number	Action
04-06-2020	3214865	PADI Dive Store Test	EFR Instructor	John J Mc Fadden	600078	
04-06-2020	3219205	PADI Dive Store Test	Care for Children w/AED Instructor	John J Mc Fadden	600078	

Creating a PADI Course

- To create a PADI-linked course, go to Courses > Manage Courses > Create New
- Turn on the PADI Course switch



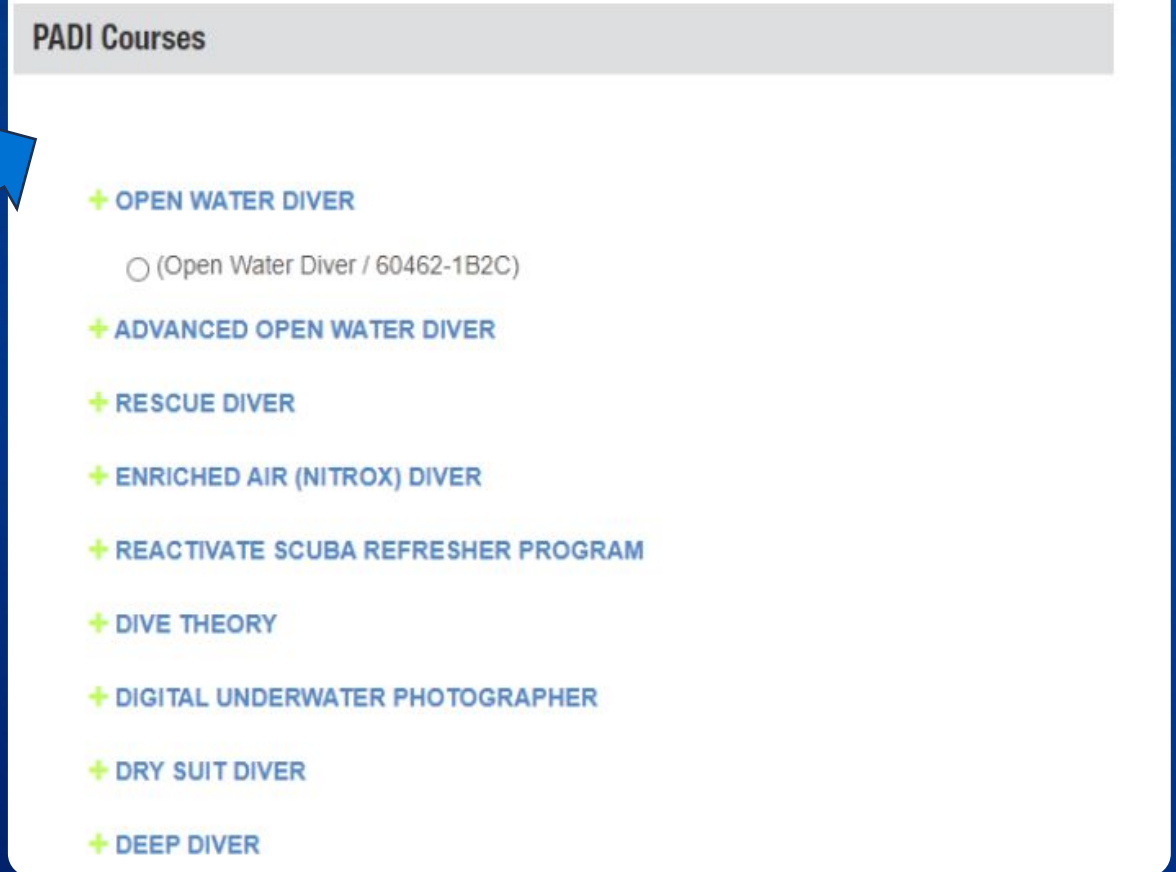
CREATE NEW COURSE

Inventory > Courses > Create New Course

PADI Details


PADI Course ON

- You will then see a popup showing available certifications, directly from PADI



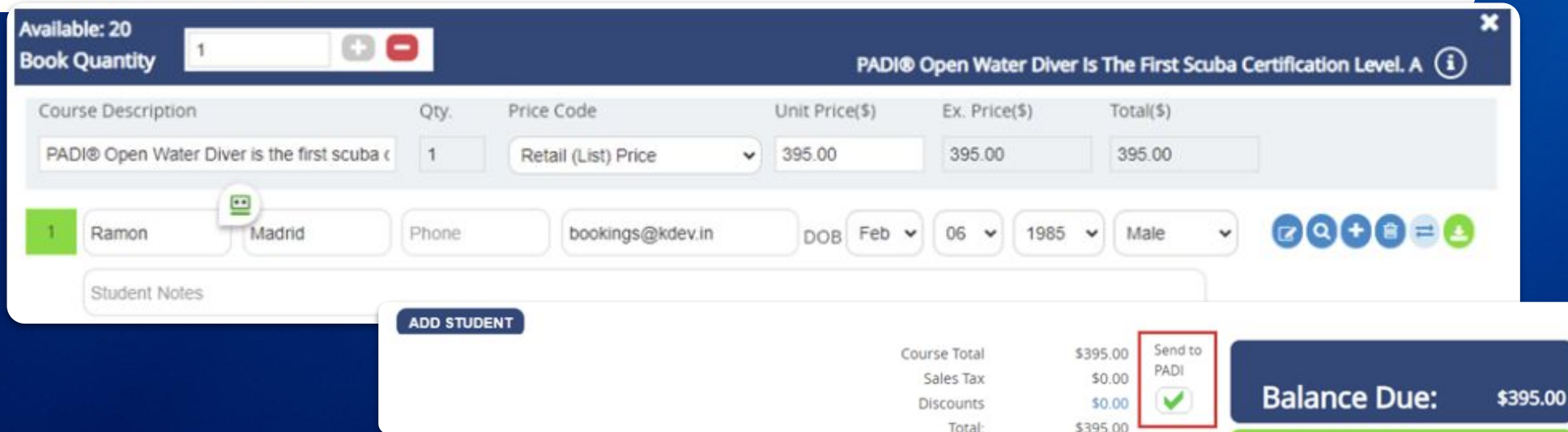
PADI Courses

- + OPEN WATER DIVER
 - (Open Water Diver / 60462-1B2C)
- + ADVANCED OPEN WATER DIVER
- + RESCUE DIVER
- + ENRICHED AIR (NITROX) DIVER
- + REACTIVATE SCUBA REFRESHER PROGRAM
- + DIVE THEORY
- + DIGITAL UNDERWATER PHOTOGRAPHER
- + DRY SUIT DIVER
- + DEEP DIVER



Booking a PADI Course

- You will book a PADI course much as you would any other, with a few important things to note:
 - Each student must have an email, date of birth, and gender noted in their profile
 - You will see a “Send to PADI” check box on the booking screen. You must UNcheck this if you are re-booking a previously scheduled student. This is to prevent additional learning codes from being used and sent to the student.



Available: 20
Book Quantity: 1

PADI® Open Water Diver Is The First Scuba Certification Level. A

Course Description	Qty.	Price Code	Unit Price(\$)	Ex. Price(\$)	Total(\$)
PADI® Open Water Diver is the first scuba c	1	Retail (List) Price	395.00	395.00	395.00

1 Ramon Madrid Phone bookings@kdev.in DOB Feb 06 1985 Male

Student Notes

ADD STUDENT

Course Total	\$395.00	Send to PADI
Sales Tax	\$0.00	<input checked="" type="checkbox"/>
Discounts	\$0.00	
Total:	\$395.00	

Balance Due: \$395.00



PADI Integration Summary

- Link existing customers to their PADI profile
- Create new PADI accounts for new divers
- Create integrated courses
- Sell integrated courses
- Only external actions required: purchasing new codes

ALL YOU NEED TO AUTOMATE YOUR DIVE BUSINESS

Air Cards

- Redeem at point of sale
- Specific customer or card number
- Considered a deposit
- Equal to multiple fills at standard price
 - Or offer a discounted “bonus fills”

Turn on the Air Card Feature

- Go to Office > Inventory > Air Cards > Air Card Settings. Turn on Air Card System and click Save.
 - Air Card numbers are randomly generated when an air card is sold. As you turn on the Air Card feature, you can specify a prefix and/or suffix to be included in each card number if you wish

The image shows a screenshot of the 'Air Card Settings' interface. The 'On/Off Air Card System' toggle is turned on. The 'Card number prefix' field contains 'DS' and the 'Card number suffix' field is empty. A blue arrow points from the 'Save' button to a POS terminal screen. The terminal screen displays a 'TOTAL DUE' of '\$6.56' and has an 'AIR' button highlighted with a red box.

Air Card Settings

On/Off Air Card System

Card number prefix

Card number suffix

Save

Air Card Fill Types

TOTAL DUE \$6.56

AIR

Define Your Fill Types

- Click Air Card Fill Types. This can also be found under Office > Back Office Settings > Table Editor.
- Click New Fill Type and name the fill type.
- These types will be assigned to the air fill part number to allow for redemption of the air card

Fill Type	Archived	Action
Oxygen	No	 
Nitrox	No	 
Trimix	No	 

Page 1 of 1 200 View 1 - 3 of 3

Connect Your Fill Products to your Fill Types

- Go to Office > Inventory > Products > Manage Products. Search for (or create) a relevant fill in your products.
 - Fills should be non-inventoried products (a product with “Do not check for inventory in stock” turned on in its “Other Details” tab.
- Click to edit the fill part, then proceed to the “Other Details” tab.
- Turn on “Air Fill” and select the correct Air Fill type from the drop down menu.

Product Details Vendor Details Pricing Details **Other Details** Serial Nu

Don't Check For Inventory In Stock On Miscellaneous Item Off Print Label For Each Item In Stock

Air Fill On Fill Type

Create an Air Card

- Go to Office > Inventory > Air Cards > Manage Air Cards
- Click New Air Card
- Define the part number, description, barcode, and category. Select the fill type.

Create Air Card

[Cancel](#)[Create](#)**Primary Description***33 / 65 Characters**Fill Type*****Part Number***6 / 35 Characters**Barcode*****Category***

AIR CARD DETAILS

Base Fill Qty***Bonus Fill Qty****Total Fills**

Create an Air Card

Price Levels	Price
Retail (List) Price	<input type="text" value="\$ 99.50"/>

Resulting Price Per Fill:

If fills are taxable, you can pre-collect sales tax on the fills to add to the final price of the card. The card itself is not taxable.

Pre-Collect Tax Sales Tax (7.00%) Final Price Including Pre-Collected Tax:

Sell an Air Card

- Automatically link to customer account
- Bring account up in the POS
 - No physical card
 - Nothing to look up when redeemed
- Place Air Card on the transaction
- Popup showing you the details including:
 - Pricing
 - Generated card number
 - Link confirmation

O2 Fill Card - Buy 10 Get 2 Free!

Good for Fill Type: Oxygen PartNumber: CardO2

Price per fill	\$9.95
Base Fills	10
Bonus Fills	2
Card Load	12
Effective Price per fill	\$8.29

Card Number:

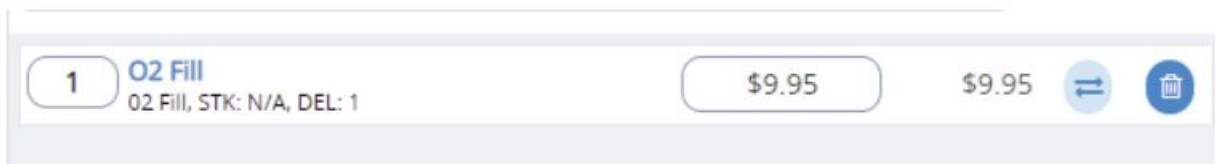
New Card Re-Generate

Do Not Link Card

Link Card to Customer(s):

Redeem an Air Card

- Bring up the customer in POS. Place the fill on the transaction. You can place other items on the transaction if needed.



- When they're ready to pay, click the AIR payment button.



- If it's a linked card, the available balance will display and the number to redeem will match the number of fills on the transaction. If it's not a linked card, you can enter the card number in the upper field. Click Redeem.

Redeem an Air Card

- If using the Air Card provided discount or bonus fills, you will see the price of the associated fill reduce appropriately, along with the credit of the Air Card

1	O2 Fill O2 Fill, STK: N/A, DEL: 1	@ \$8.29	\$8.29											
1	Air Fill Card - Redemption Air Fill Redemption, STK: N/A, DEL: 1	\$-8.29	(\$8.29)											
<table border="0"> <tbody> <tr> <td>Sub Total</td> <td>\$0.00</td> <td rowspan="3"></td> <td rowspan="3">TOTAL DUE</td> <td rowspan="3">\$0.00</td> </tr> <tr> <td>Total Sales Tax</td> <td>\$0.00</td> </tr> <tr> <td>Total</td> <td>\$0.00</td> </tr> </tbody> </table>						Sub Total	\$0.00		TOTAL DUE	\$0.00	Total Sales Tax	\$0.00	Total	\$0.00
Sub Total	\$0.00		TOTAL DUE	\$0.00										
Total Sales Tax	\$0.00													
Total	\$0.00													

- If nothing else is being purchased at this time, you can click the Cash payment button and save the transaction for \$0 cash. Otherwise, proceed to accept payment for the remaining balance due.

Check an Air Card Balance

- For a linked card, you can bring the customer up in POS and click the AIR payment button. It will show you number of fills available to redeem.
- For an unlinked card or if the customer knows their card number, you can use the balance check button in POS



Commission Options

- Commissions based on margin
 - Split commission
 - Per-employee commission
- Shared Commissions
 - Based on transaction total
 - Up to two employees per transaction

Margin Based Commissions

<input type="text" value="9"/>	<input data-bbox="351 482 417 548" type="text" value="%"/>	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="55"/>	<input data-bbox="1569 482 1635 548" type="text" value="%"/>
<input type="text" value="8"/>	<input data-bbox="351 594 417 659" type="text" value="%"/>	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="50"/>	<input data-bbox="1569 594 1635 659" type="text" value="%"/>
<input type="text" value="6"/>	<input data-bbox="351 705 417 771" type="text" value="%"/>	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="10"/>	<input data-bbox="1569 705 1635 771" type="text" value="%"/>
<input type="text" value="5"/>	<input data-bbox="351 816 417 882" type="text" value="%"/>	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="0.0"/>	<input data-bbox="1569 816 1635 882" type="text" value="%"/>
<input type="text" value="0.0"/>	<input data-bbox="351 928 417 993" type="text" value="%"/>	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="0.0"/>	<input data-bbox="1569 928 1635 993" type="text" value="%"/>
<input type="text" value="0.0"/>	<input data-bbox="428 1053 494 1119" type="text" value="%"/>	Commission if the item sold is Less than or Equal to Cost+	<input type="text" value="0.0"/>	<input data-bbox="1442 1053 1508 1119" type="text" value="%"/> <input data-bbox="1518 1062 1559 1099" type="text" value="?"/>

Employee Level Commissions

MANAGE EMPLOYEE

Settings > Employee

ACTION ▾

View: **LOGIN HISTORY** **DEACTIVATED EMPLOYEE** **INSTRUCTOR** **GROUP LEADER** **NEW EMPLOYEE**

<input type="checkbox"/>	First Name ↕	Last Name	Email Address	Username	Phone Number	Store	Access Level	Status	Action
<input type="checkbox"/>	Allison	Trainor	scubatrainers@gmail.com	DiveShop360	N/A	DS360	Testing	Inactive	
<input type="checkbox"/>	Amanda	Taplin	taplin@amanda.emails	at	(503) 555-5555	DS360	Employee	Active	
<input type="checkbox"/>	Brad	Cooper	brad@notemail.com	brad	N/A	DS360	Basic	Active	

<input type="text" value="20"/> %	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="55"/> %
<input type="text" value="3"/> %	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="50"/> %
<input type="text" value="2"/> %	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="10"/> %
<input type="text" value="1"/> %	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="0"/> %
<input type="text" value="0"/> %	Commission if item sold is Greater than or Equal to Gross Margin Target of	<input type="text" value="0"/> %
<input type="text" value="30"/> %	Commission if the item sold is Less than or Equal to Cost+	<input type="text" value="100"/> %

Split Commission

The screenshot displays the DiveShop 360 POS interface. On the left, the 'Register 1' window shows a list of items with their prices and quantities. A dropdown menu for 'Sales Person' is open, listing several names. An orange arrow points from the 'Jeff P' entry in this menu to the 'Sales Person' dropdown in the 'Part Details - Products' window on the right. The 'Part Details' window shows information for a '32 THERMOPLASTIC FLEX PIG' (part number 5088), including its description, category, manufacturer, and retail price. The 'Sales Person' dropdown in this window is currently set to 'Klitech T', but 'Jeff P' is highlighted. At the bottom of the interface, there are buttons for 'BACK TO SALE' and 'SPECIAL ORDER'.

Note: Can also Edit "Post Sale" by editing invoice

Shared Commission

- Based on transaction total
- Up to two employees per transaction

Shared Commission

COMMISSION SETTINGS

Settings > Commission Settings

Margin based commission ⓘ OFF
These fields define the commissions that the sales people will receive based on the set gross margin targets. You can define upto 5 levels.

Split commission ⓘ
Split Commission will attribute commission to the salesperson who places the item in the transaction.

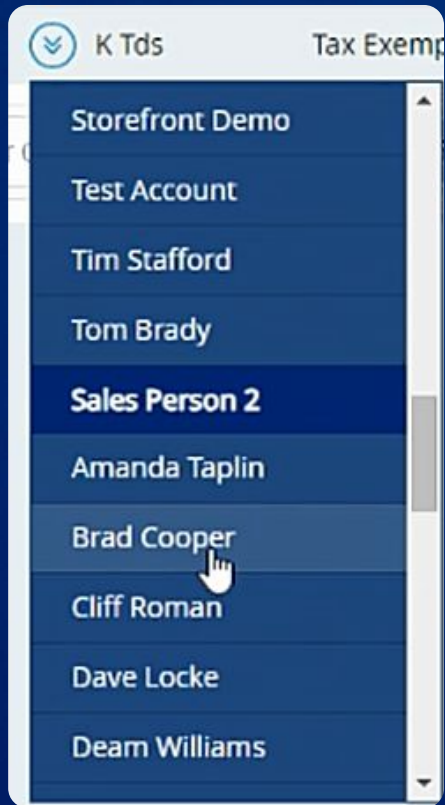
Split Commission OFF

Shared commission ⓘ
Commission calculation based on transaction total rather than per item. Can be shared equally by two salespeople.

Shared Commission ON

Commission Rates By Order %

Shared Commission



Note: Can also Edit "Post Sale" by editing invoice



Travel Preference Forms

- What are Travel Preference Forms?
 - Easy to follow
 - Secure online form
 - Accessible on Dive Shop 360 or customer's online account
 - Collects important travel information

Travel Preference Forms

Three preference forms:

- International
 - Includes passport info and TSA precheck questions
- Domestic
 - Excludes those, but includes flight info
- Charter
 - Excludes flight information

Travel Preference Forms

- Create the form
- Associate with a trip or charter
- View the form

Travel Preference Forms

- Viewed or sent from reservation
- Viewed or accessed by customer in Storefront account
- Manage employee Access Level

In-store booking:

- Emailed to each traveler
- Link to view, complete, and submit
- Clicking the link prompt
- One Time Password

Online booking:

- Redirected to form
- Email link



DS360

Your booking will not be considered as complete until you complete this form

Bonaire at Buddy Dive Resort - 09-23-2023

Personal information

Customer name as it appears in account / known as *

KATHY

HOLLAND

Customer name as it appears on Passport *

Email *

email_address@somewhere.com

Mobile Number *

Street1 *

123 SOMEWHERE LANE

Street2

City *

NASHVILLE

State *

TN

Zip Code *

37213

Country *

United States

DOB *

01-02-1934

Gender *

Male(M) Female (F) Unspecified (X)

Emergency Contact

Name *	Number *	Relationship *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Travel Preference Forms

BackOffice | Inventory ▾ | Purchase Orders ▾ | Contacts ▾ | Settings ▾

TRAVEL PREFERENCE FORM SETTINGS

Settings > Travel preference form settings

Travel Preference Form

Travel Preference Form Terms

I/we understand that if I do not complete and submit the contractual liability release and waivers, my registration will be cancelled

I/we understand our deposits and payments are non-refundable and non-transferable.

I understand in the event I do not secure a roommate that I am responsible for the single supplement pricing.

0 / 8000 Characters

UPDATE

TABLE EDITOR

Settings > Table Editor

Table Name

Agencies

Certification Types

Travel Preferences - Airlines

List of Airlines

Airline Name	Show In Travel Preference Form	Action
Delta	<input checked="" type="checkbox"/>	
United	<input checked="" type="checkbox"/>	
American	<input checked="" type="checkbox"/>	
Southwest	<input checked="" type="checkbox"/>	

Add More

UPDATE

Travel Preference Forms

- Store creates forms
- Turn on & associate with event
- Customer completes form online
- Form returns to store



Travel preference Form ON

Travel Type * International Travel ▾

Transfers Included

- Select --
- International Travel
- Domestic Travel
- Charter

INTEGRATED WITH PADI, SDI, SSI/TDI

 Hello,
DAVE EVANS

- Profile Information
- Manage Addresses
- Order History
- My Trips**
- Online Waiver
- Gift Certificate

My Trips

[Pay Now](#)

<input type="checkbox"/>	Start Date	Description	Total	Balance Due	Status	Make Payment	Preference form
<input type="checkbox"/>	03/10/2024	Cozumel Trip - All Inclusive	\$3770.00	<u>\$2920.00</u>	Open	<input type="text" value="250"/> Pay Now	

Online Customer Storefront Accounts

- What can a customer do in their account online?
 - Pay subsequent trip payments
 - Sign and view Smartwaivers
 - Submit and view Travel Preference Forms
 - Coming soon: A/R payments

Storefront Accounts

Cozumel Trip - All Inclusive COZUMEL2024		Departs 03/10/24	Returns 03/22/24	Space 32 Available 30
Customer Name DAVE EVANS	Res.# 205	Payments \$850.00	Balance \$ \$2920.00	

 Hello,
DAVE EVANS

- Profile Information
- Manage Addresses
- Order History
- My Trips**

My Trips

[Pay Now](#)

<input type="checkbox"/>	Start Date	Description	Total	Balance Due	Status	Make Payment
<input type="checkbox"/>	03/10/2024	Cozumel Trip - All Inclusive	\$3770.00	<u>\$2920.00</u>	Open	<input type="text"/> Pay Now

Customer Merge

- Merge up to 5 customer records
 - Select which fields to keep
 - Properly moves existing bookings/reservations
 - Double-check for verification
 - Helps ensure purchase history retained
- In Beta now!

Multiple Forms on a Work Order

- Generates an item tab
- Includes
 - Work Order Form
 - Instructions
 - Comments
 - Tech Notes

Item Tabs

Action	#	Description	Item to Service	Serial #	Qty	Mode	Service/Description	Unit Price	Ext. Price	Status
	1	Battery	Item to Service	8888	1	Menu	Labor-Battery Replacement	\$ 90.00	\$90.00	Open
	2	Compass	Item to Service		1	Menu	Labor-Depth gauge calibratic	\$ 10.00	\$10.00	Open

Action	#	Description	Item to Service	Serial #	Qty	Mode	Service/Description	Unit Price	Ext. Price	Status
	1	Battery	Item to Service	8888	1	Menu	Labor-Battery Replacement	\$ 90.00	\$90.00	Open
	2	Compass	Item to Service		1	Menu	Labor-Depth gauge calibratic	\$ 10.00	\$10.00	Open

Specific Item Tabs, Instructions, Comments

The image displays two overlapping screenshots of the DiveShop 360 software interface. The top screenshot shows a table with columns for Action, #, Description, and Item to Service. The first row is for a 'Battery' (ID 1) and the second for a 'Compass' (ID 2). A red box highlights the 'Share' icon (an arrow pointing up and right) in the Action column of the Battery row. The bottom screenshot shows a detailed view of the 'Battery' item. It features a blue gear icon on the left and three tabs: 'Instructions', 'Comments', and 'Profile'. A red box highlights the 'Instructions' and 'Comments' tabs. Below the tabs is another table with columns for Action, #, Description, Item to Service, and Serial #. The first row shows 'Battery' (ID 1) with 'Item to Service' and Serial # '8888'. The second row shows 'Compass' (ID 2) with 'Item to Service'.

Printing

Battery Instructions Comments Tech Notes **Work Order Form**

Choose Work Order Form: Form 2

Field 1 *

test

Options *

Low

Medium

High

Update Delete **PRINT FORM**

Sneak Peek! Travel and Course Changes

- New Reservation Management
 - Copy student/traveler/group to new event
 - Move student/traveler/group to new event

Sneak Peek! Travel and Course Changes

Travel > Travel reservation > BAH 6/2024

Bahamas Master Liveboard

Open

Intro to dive

Edit

Manifest

...

Group Leader:
No Group Leader

Availability:
5/8

28
Jun 2024



03
Jul 2024

Base Options

Description Qty - 8
Standard cabin Sale Price - \$0.00

Bulk Actions

+ Add group

+ New reservation


Guest list



	Customer	Rental	Activities	Trip cost	Balance due	Waivers	Check-in	Actions
<input type="checkbox"/>	name or email			RES No				
<input type="checkbox"/>	JD JOE DIVER joediver@nomail.co	0	0	\$2,799.00 RES# 386	\$1,299.00 Partial Pay now More...	Action	✗	...
Troy Allen (2 member)							Leader: TROY ALLEN	
<input type="checkbox"/>	TA TROY ALLEN emailtroyallen@kd	0	0	\$5,298.00 RES# 329	\$5,298.00 Partial Pay now More...	Action	✗	...
<input type="checkbox"/>	DK DO K kangaroo@kdev.in	0	0	\$5,298.00 RES# 329	\$5,298.00 Partial Pay now More...	Action	✗	...

+ Add group

Sneak Peek! Travel and Course Changes



XYZ Open

Intro to dive

✎ Edit
📅 Roster
⋮

Instructors:
No Instructors

Availability:
16/20

Bulk Actions ▾
+ Add group
+ New reservation
Guest list
Attendance record
↕

	Customer	Rental	Activities	Course cost	Balance due	Waivers	Check-in	Actions
<input type="checkbox"/>	name or email	▾	▾	Invoice no.	▾	▾	▾	
<input type="checkbox"/>	ZIVA DAVID z.david@ncis.com	0 ▾	0 ▾	\$500.00 ⓘ INV# 968	\$0.00 Paid View history			<div style="border: 1px solid #ccc; background-color: #fff; padding: 5px; margin-bottom: 5px;">Move to a group</div> <div style="border: 1px solid #ccc; background-color: #fff; padding: 5px; margin-bottom: 5px;">Drop from event</div> <div style="border: 1px solid #ccc; background-color: #fff; padding: 5px; margin-bottom: 5px;">Move to different event</div> <div style="border: 1px solid #ccc; background-color: #fff; padding: 5px; margin-bottom: 5px;">Copy to another event</div> <div style="border: 1px solid #ccc; background-color: #fff; padding: 5px;">Swap with another person</div>
<input type="checkbox"/>	ALEJANDRA GUZM... alex@360pos.biz	0 ▾	0 ▾	\$500.00 ⓘ INV# 953	\$0.00 Paid View history			

+ Add group

Sneak Peek! Rental System 2.0

- Easier packaging
- Variant selection for faster reservations and checkout
- Associate rentals with events (trips, courses)

Sneak Peek! Rental System 2.0

The screenshot displays the DiveShop 360 Rental System 2.0 interface. A modal window titled "Select Boots attributes" is open, showing a pair of black boots. The modal includes two radio buttons: "Choose from dropdown" (unselected) and "Select attributes" (selected). Below this, there are two rows of size selection buttons: the first row contains "10", "11", "12", "13", and "5"; the second row contains "6", "7", "8", "9", and "L". Underneath the size buttons are three thickness selection buttons: "3mm", "5mm", and "1 mm". At the bottom of the modal, the text "Description" is visible. The background interface shows a sidebar with categories like "Rental builder", "Accessories", "BCD", "Boots", "Computers", "Gloves", "Hoods", "Regulators", and "Safety". The main area shows "1 added - \$15.39" and a "Total" of "15.39".

Also Coming Soon:

- Scheduled for next 60 days
 - SSI Packages Support
 - ShipStation
 - Rental 2.0
 - Quickbooks Online
 - Avalara integration within POS



ALL-IN-ONE DIVE SHOP POS



ALL YOU NEED TO AUTOMATE YOUR DIVE BUSINESS



ALL-IN-ONE DIVE SHOP POS

Thank You!

Contact us to learn more.

Ken Colbert • ken@360pos.biz



DiveShop360.com • (385) 274-1194 • info@diveshop360.com

ALL YOU NEED TO AUTOMATE YOUR DIVE BUSINESS