

# OPENSALON PRO: ACTIVATING & REDEEMING GIFT CARDS

## ACTIVATE

Log in to the POS, then use the “**QUICK SELL**” option to ring out a gift card sale:

1. Find the ticket in the Tickets screen and tap on the “**CHECKOUT**” bubble.
2. Tap the “**SELL GIFT CARD**” button located on the right.
3. Scan or enter the gift card number and the desired amount, then tap “**ADD TO ORDER**”.
4. Once the gift card has been added, tap the “**BROWSE DISCOUNT**” button.
5. Locate and tap “**ADD**” on the correct discount code “**W9000**”.
6. The discount now should be applied to the gift card.

## REDEEM

1. Once on the payment screen, hit “**REDEEM GIFT CARD**” button.
2. Enter the gift card number, and the amount to use, then hit “**REDEEM**”  
***Note:** If a customer is using the gift card for the tip, you will need to add this to the redeem amount and then hit use change as tip. If this is not done it will cause the drawer to be short.*
3. If the payment was successful, hit “**NEXT**”, then “**COMPLETE**”, to complete the sale.