

Quick Reference Guide: Selling Online Tickets

In this Quick Reference Guide you will learn how to sell Lottery Terminal printed tickets, otherwise known as Online Tickets.

There are multiple ways to create an Online Ticket:



1

1. Tap on the **Games** icon. Select the **Lotto Games** tab.

QP Button

2. Tap on a **QP Button** to **Add to Cart**.

OR Quick Pick Button

2. Tap on **Quick Pick**.

3. Complete the selections based on the Player's request.

Number of Tickets: If a Player wants multiple tickets of the same game, enter the number of tickets here. Each ticket will have different play numbers, will print separately, and will have an associated charge.

Future Draws: Choose a specific draw date.

2

1. Select the **Quick Pick Packages** tab.

Quick Pick Package

2. Tap on the white section of a Quick Pick Tile.

3 Selection Slip

1. Place Selection Slip onto the Ticket Tray selection side up, and within the marked boundary of the Ticket Tray.

2. Let go of the Selection Slip so that it can be scanned by the camera.

The Cart

The Cart allows you to review, edit, and remove items before printing the Ticket.

19+ Players must be born before Dec 06, 1998

Cart Empty Cart

1	LOTTO 649 PLAY	\$4
2	\$10 Big Jackpot Pack LOTTO MAX x1 LOTTO MAX EXTRA x1 PLAY	\$6
3	\$10 Big Jackpot Pack LOTTO 6/49 x1 EXTRA x1 PLAY	\$4

Processed Cost: **\$0.00** Unprocessed Cost: **\$14.00**

Checkout

1. You can remove or modify the purchase from the Cart prior to printing the Tickets.
2. Packages with multiple games will display as separate line items for each game.

The **Unprocessed Cost** is the amount before any promotional discount is applied. This is not the final amount the Players owes.

3. Tap on **Checkout** to print the Tickets.

19+ Players must be born before Dec 06, 1998

Cart Empty Cart

1	LOTTO 649 PLAY ✓ PROCESSED	\$4
2	\$10 Big Jackpot Pack LOTTO MAX x1 LOTTO MAX EXTRA x1 PLAY ✓ PROCESSED	\$6
3	\$10 Big Jackpot Pack LOTTO 6/49 x1 EXTRA x1 PLAY ✓ PROCESSED	\$4

Processed Cost: **\$14.00** Unprocessed Cost: **\$0.00**

Print Receipt **Next Player**

1. The **Processed Cost** is the final amount owing.
2. **Collect payment** from the Player and hand them the Tickets.
3. Tap on **Print Receipt** to print a receipt or **Next Player** for a new transaction.

Ticket Editor

The Ticket Editor may appear when there is an error on the Selection Slip that requires an update. You can also access this function by tapping on the line item in the cart, or by tapping the Game Logo on the Lotto Games Tab.

If required, complete the selections as requested by the Player.

Note: The Ticket Editor is not a recommended method of selling as it can be time consuming and there is an increased chance of errors.

It is recommended that you ask the Player to fill out a new Selection Slip in the case of a Selection Slip error.

LOTTO 649 21:33:47

Regular Combo

NUMBER OF DRAWS: 1 →

1	2	3
4	5	6

FUTURE DRAWS: Apr 11 →

Apr 11	Apr 15	Apr 18
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Extra

EXTRA NUMBERS: 0 →

0	1	2
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Add BC/49

COMBO OPTION: 5 7 8 9

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	

QP Clear \$4.00 Add to Cart