

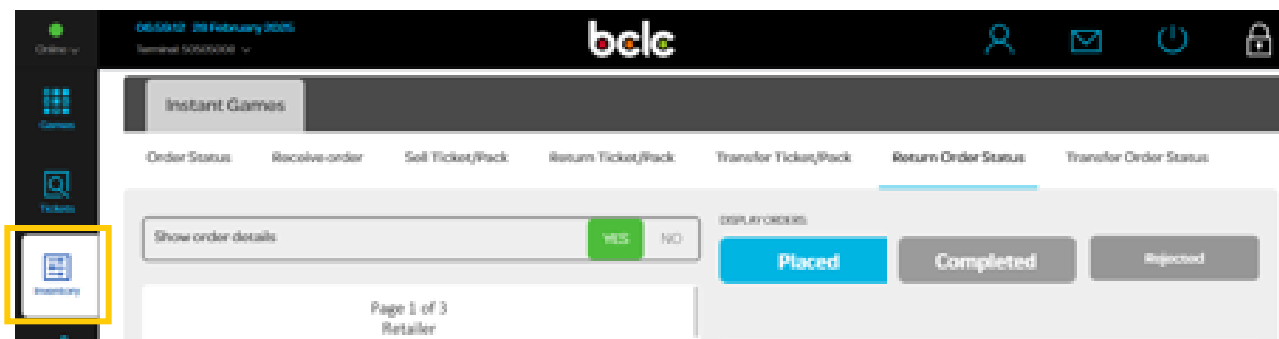
Scratch & Win

Inventory Screen Updates



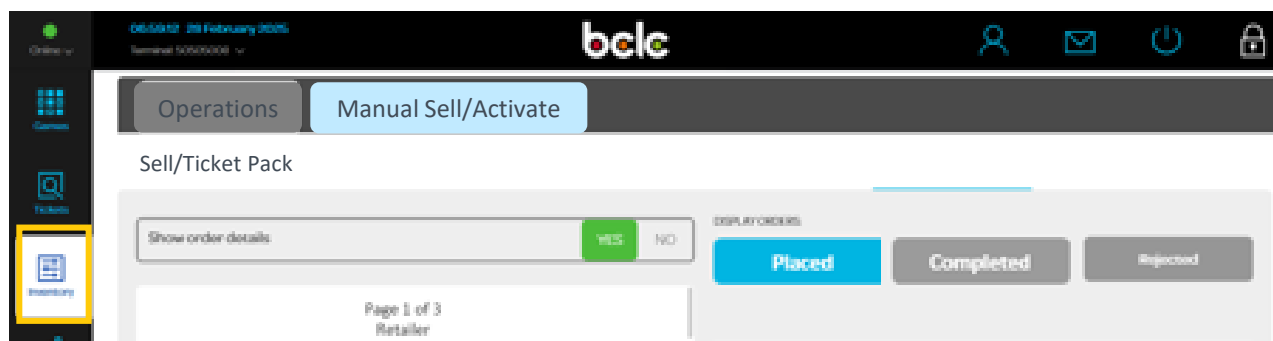
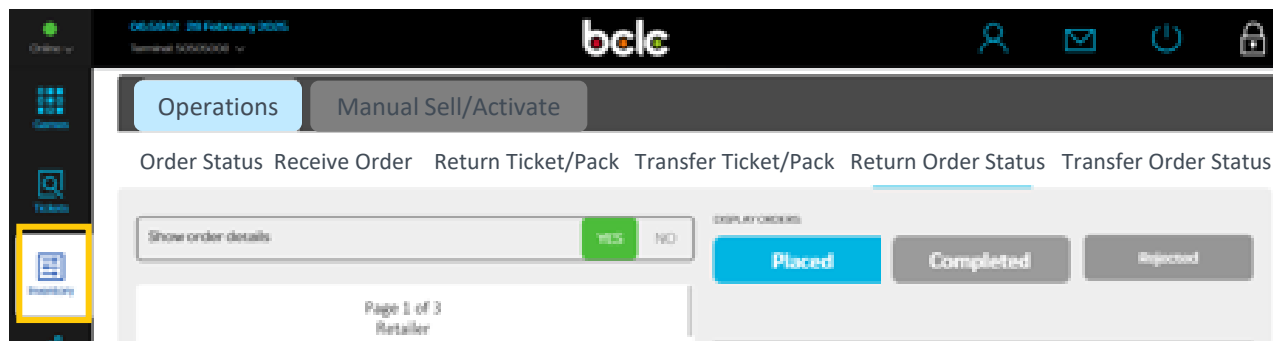
In preparation for an upcoming terminal enhancement, the Inventory screen will be updated.

Current State



Future State

- **Instant Games** tab renamed to: **Operations**
- New **Manual Sell/Activate** tab
- Move **Sell Ticket/Pack** to **new tab** (sell S&W by inputting the ticket sales matrix or pack barcode)



Text or call Lottery Retail Support:
1-800-667-1649



Scratch & Win



Inventory Screen Explained

This information sheet explains the functionality on the Inventory screen to help you manage your Scratch & Win business.

OPERATIONS TAB

1. Order Status:

- Check your order status using this tab.
- View the whole story [here](#) on page 10.

2. Receive Order:

- Receive your Ticket order by scanning the Packing Slip under this tab.
- View the steps involved to properly receive a ticket order [here](#).

3. Return Ticket/Pack

- The Return Ticket/Pack should only be accessed for processing during Return Campaigns, Expiring Ticket Campaigns, Ticket Withdrawals, and store closures.
- View the steps involved to properly return Scratch & Win Tickets to BCLC [here](#).

4. Transfer Ticket/Pack

- Transfer Ticket/Pack should only be accessed with authorization by your BCLC Territory Manager for inventory movement between sites or change of ownerships.

5. Return Order Status

- Allows the retailer to verify ticket information that has been submitted for return.
- *Placed* status indicates tickets have been successfully submitted through the lottery terminal for BCLC processing
- *Completed* status indicates the order has been approved by BCLC. Credit, where applicable, will display on the Terminal Report under Returns.

6. Transfer Order Status

- Allows the retailer to verify ticket information that has been submitted for transfer. Note: information is available only on the outgoing terminal.
- See above 'Return Order Status' for status descriptions.

MANUAL SELL/ACTIVATE TAB

1. Sell/Ticket Pack

- Only access the Sell Ticket/Pack screen for a manual entry when selling a ticket. It is a best practice to sell Scratch & Win Tickets from the Lotto Games screen.
- View the steps involved to properly sell Scratch & Win Tickets [here](#).



Text or call Lottery Retail Support:
1-800-667-1649

