




Tab Wizard / Pull Tabs: Inventory Entry





Available Methods for Loading Games into Inventory:

1.  (Fastest Method – Section I): Approximately 10 seconds to load all games at the same time.
2.  (Longer Method – Section II): 2 to 3 minutes per game.
3.  (Longest Method – Section II): 3 to 5 minutes per game.

Choosing the Appropriate Method:






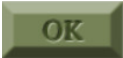
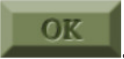

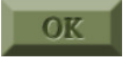
- **USB Disk (Section I):** Opt for this method if the Pull Tab Distributor delivered games with a USB disk containing the inventory. This allows for quick importation into the system.
- **Scanning/Manual Entry (Section II):** Use these methods if no inventory disk is provided. You may either scan the game barcodes using a USB hand scanner or manually enter each game into the system. Both methods involve manual data entry.
 - **Scanning:** Utilize a USB hand scanner to scan barcodes on the game bags.
 - **Manual Input:** Without a hand scanner, manually input all necessary fields.

Section I: Load Games from Disk. This method is the simplest and fastest method. By using this method, the invoice and games are all created at the same time and accurately input into the system. (*Note: if you were not provided a usb disk, you will need to enter games manually. Skip to Section II*)





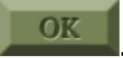
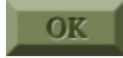
1. With a USB Disk provided by your Pull Tab distributor, plug the usb disk into an available usb port on the computer.
2. Navigate to  >  > 
3. A Windows browser window will then appear. Locate your usb disk and double-click the usb disk to reveal its' contents.
4. Locate the file named "*ascii.txt*" and double-click it.
5. You will then see the Tab Wizard screen populate all games located on the disk.
6. Select  - **Done, You're finished!**

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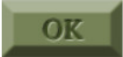



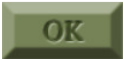

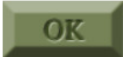
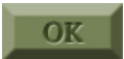




Section II: Creating an Invoice (Required Only for Manual Entry) Before loading games, an invoice must first be created.

1. Navigate to  >  > .
2. Choose your *Pull Tab Distributor* from the list or add a new distributor, then click .
3. Input the **Invoice Number** found on the distributor's invoice and click .
4. Enter the **Invoice Date** (the date you received the invoice) and select .
5. Type in the total **Invoice Amount** and select .
6. Click  to finish.
7. A reminder popup will appear, prompting you to either scan or manually load games. Click .

Section III: Loading Games into Inventory

1. Enter each game bag individually, following these steps:
2. *Most required information can be found on the game bag, except for the game's cost.*
3. Navigate to  > 
 - Choose  if using a USB-connected 2-D scanner.
 - Select  for manual entry.
4. Input or scan the **Form Number**, then click .
5. Input or scan the **Serial Number**, then click .

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6. Input or scan the **State ID**, then click .
7. Enter the **Cost** paid for the game, then click .
8. On the full page, enter all **blank** and "0" entries:
 - **Game Name:** Enter the game's name, then click .
 - **Ticket Count:** Enter the total number of tickets in the bag, then click .
 - **Top Prize Count:** Enter the total count of the highest prize, then click .
 - **2nd Prize Count (Ohio):** Enter the count of the second-highest prize, then click .
 - **Ideal Payouts (Ohio):** Enter the ideal payouts, then click .
 - **Merch Payouts (Ohio):** Enter the merchandise payouts, then click .
 - **Ticket Cost:** Enter the cost per ticket, then click .
 - **Top Prize Amount:** Enter the amount of the highest prize, then click .
 - **2nd Prize Amount:** Enter the amount of the second-highest prize, then click .
9. **Verify all entries are complete and accurate**, then click .
10. **Repeat steps 1 to 8** until all games are entered into the Tab Wizard system.