



THE "WORLD'S MOST LIT POINT OF SALE SYSTEM"

8/10/23

Creating Cannabis Departments

Your MyBud unit is designed to help you stay compliant with state reporting rules. To do that, you need to make sure that your cannabis departments and cannabis items are set up properly.

Your system comes preloaded with the cannabis departments you should need. To see your Departments go to Home > Pricebook > Departments.

Here are the preloaded Cannabis Departments you should see (your MyBud should not have any items in the departments):

Department Configuration

[Back to Price Book](#)

+ Add a new department

Concentrates 8 items Tax at 14.5%	Deli Flower -gm 2 items Tax at 14.5%	Edibles 8 items Tax at 14.5%	Flower 10 items Tax at 14.5%	Paraphernalia 1 item Tax at 7.5%	Prerolls 2 items 1 one-click item Tax at 14.5%
Swag 1 item 1 one-click item Tax at 7.5%	Tinctures empty Tax at 14.5%	Topicals empty Tax at 14.5%	Vaporizers 12 items Tax at 14.5%		

As you can see, every cannabis department is marked with a green marijuana leaf. You can change the name of the cannabis departments to anything you like, except for flower sold deli style, which must be in a department whose name ends "-gm".

Creating New Cannabis Departments

Go to Departments > Add a new department. Make sure that the cannabis department button is set to yes then hit Ok.

Add Department

Department name:

Use custom colors: No

Dept type: Product

Don't show on register: No

Show on App: No

Name on App:

EBT eligible: No

Cannabis: Yes

(Please Enter age if this department needs age verification else leave blank)

Minimum Age: yrs

Cancel

OK