



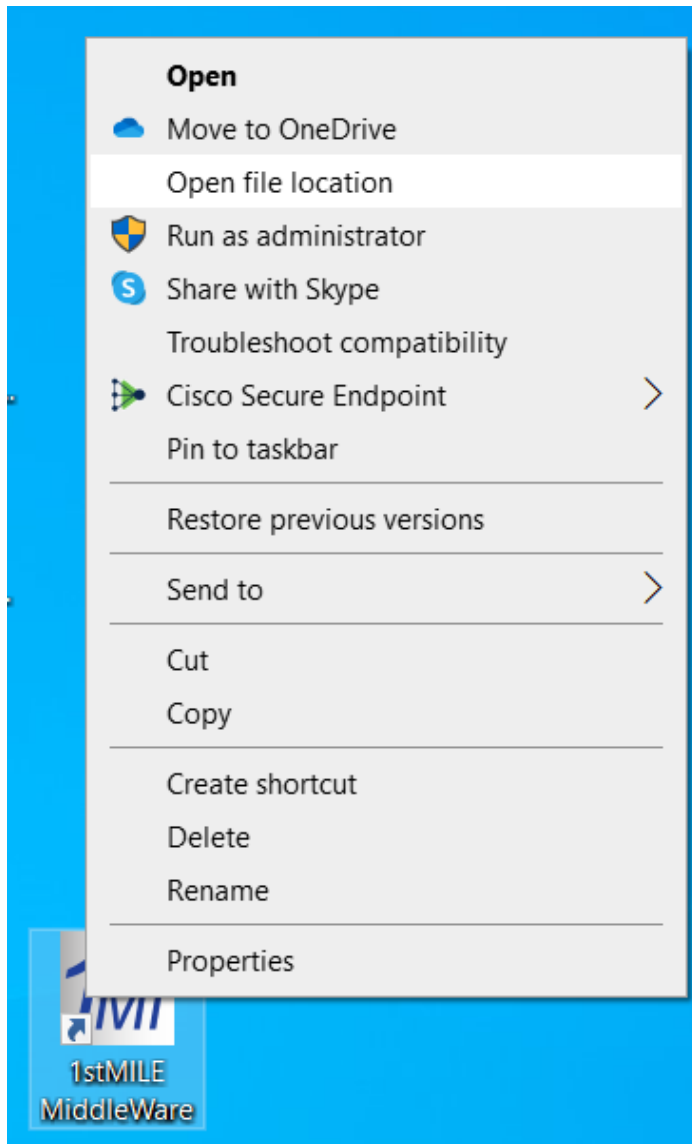
Cash Loyalty Desktop Shortcut – Updated 4/27/2023

### Scenario

The Cash Loyalty icon on the desktop is missing. This shortcut will give the associate the ability to apply points to a customer’s loyalty account if they pay for their goods and services with cash or check.

### Procedures

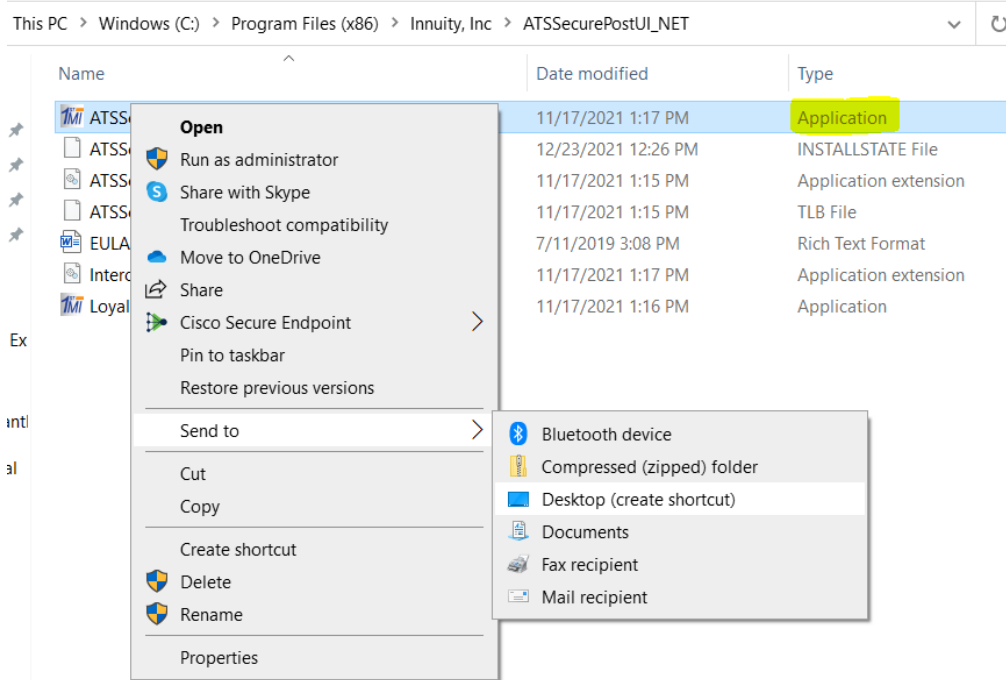
1. Locate 1stMILE Middleware application on the desktop for processing a sale.
2. Right-click and select “open file location”.



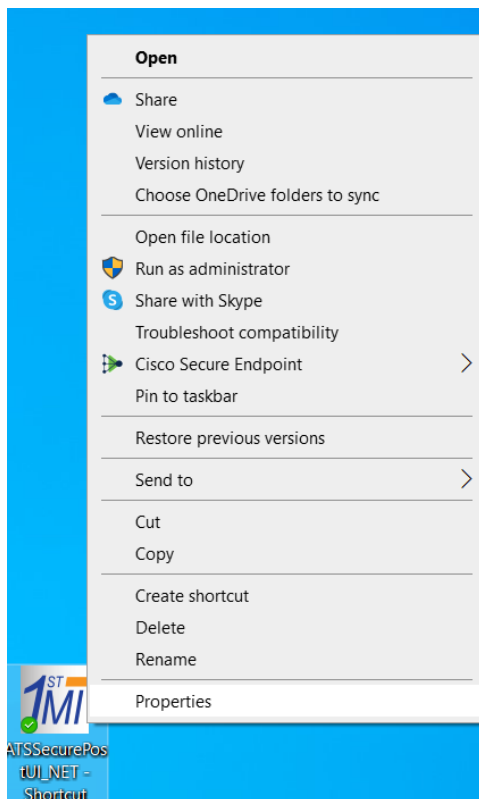
In most cases, this will open up a folder that brings you to C:\Program Files (x86)\Innuity, Inc\ATSSecurePostUI\_NET or RDP Client.



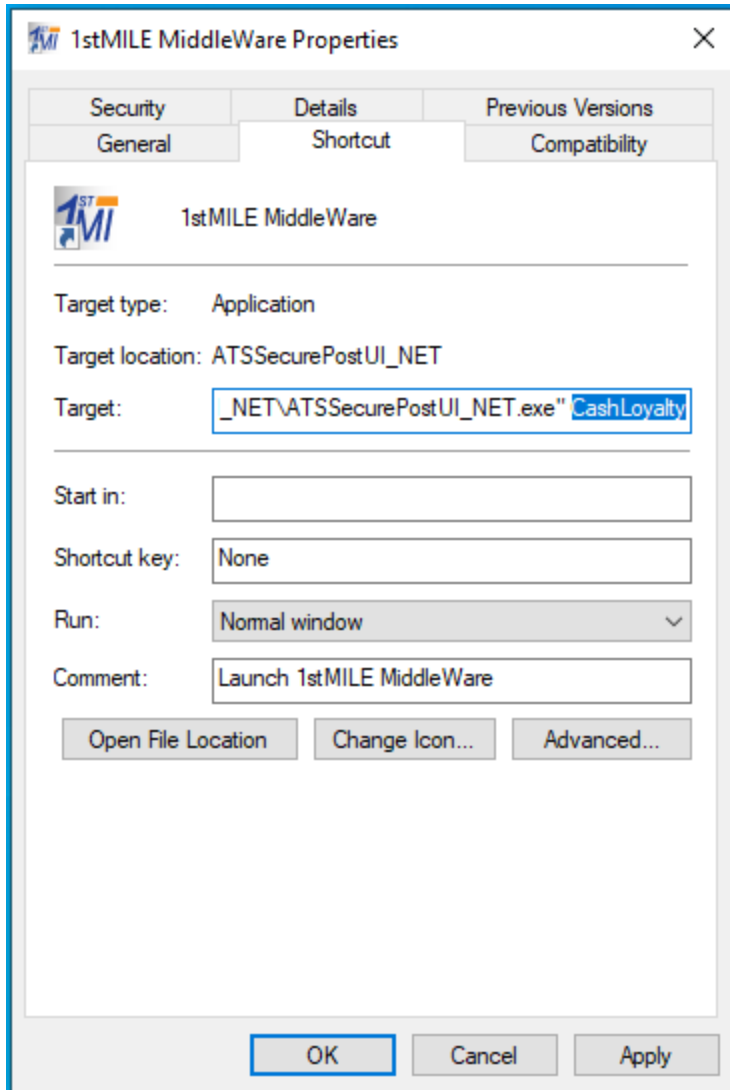
3. Right-click on the application file and select Send to > Desktop (create shortcut)



4. A new icon will appear on your desktop. Right-click the new icon and select Properties.



5. A new window will open. Select the "Shortcut" tab. In the "Target" field, add "CashLoyalty" at the end as seen in the screenshot below. Select "Apply" and then "OK".



Rename the icon to any name that will help indicate what the shortcut will be used for. Ex: "Cash Loyalty" or "Cash/Check Loyalty".

