# Minfos Till Management learning pathway checklist

## Track your progress on the checklist as you move through each of the topics in the Till Management learning pathway.

| **Topic** | **Completed** |
| --- | --- |
| 1. [Handle hotkeys](https://help.minfos.com.au/en/support/solutions/articles/51000175962)   * Create hotkeys * Edit hotkeys * Remove hotkeys |  |
| 2. [Manage discounts](https://help.minfos.com.au/en/support/solutions/articles/51000176162)   * Set up and use reportable discounts * Reportable discounts report * Quick discount keys |  |
| 3. [Check & correct General Product sales](https://help.minfos.com.au/en/support/solutions/articles/51000176163)   * Check General Product usage * Correct non-scanning products * Correct General Product sales |  |
| 4. [Display Till messages](https://help.minfos.com.au/en/support/solutions/articles/51000176166)   * Set up Till messages * Edit Till messages * Disable Till messages |  |
| 5. [Useful Till reports](https://help.minfos.com.au/en/support/solutions/articles/51000176196)   * Till Summary report * Previous Takings report * Till Exceptions report |  |
| 6. [Docket messages](https://help.minfos.com.au/en/support/solutions/articles/51000176197)   * Add Till docket messages * Update Till docket messages |  |