Start a POS Working Period

How to Start a POS Working Period in Muhasib ERP

Overview

This guide will help you start the working period required for needed POS operations.

Muhasib creates a work-period record and marks it active. A concurrent attempt is rejected when another user has already started one.

Who can do this

You need access to Access to Working Period and the required POS/register operation permissions.

Before you start

Confirm the active fiscal year, company, location, terminal, business date, and that another user has not already started the period.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Back Office → Sales & Customers → Working Period.

Start a POS Working Period

Step 1: Open Working Period

Step 2: Review the current status and timestamp

Step 3: If no period is active, choose Start Period

Step 4: Wait for the successful-start message

Step 5: Open the required POS register through its supported workflow

Check your work

Reopen Working Period and confirm Active status/start time. Confirm authorized POS entry can proceed.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- If already started, refresh rather than creating another period.
- If the fiscal year is missing, configure it before transactions.

Related guides

- Create and Activate a Fiscal Year
- End a POS Working Period
- Create a POS Sale
- Sign Out and Exit Muhasib ERP Safely

What to do next

> **Create and Activate a Fiscal Year**.

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