

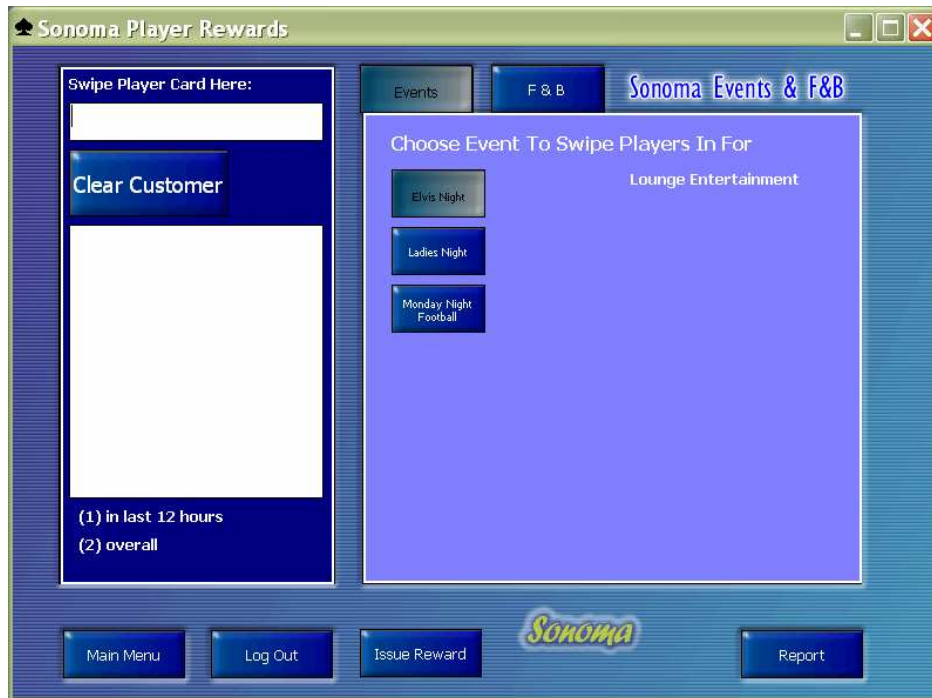
Sonoma Player Rewards System  
User Guide Chapter

## “Event Swiper”

**Overview:** One of Sonoma’s most powerful features is the ability to mark customer accounts with predefined **Tags**. While there are many different types of tags available in Sonoma, this section specifically deals with **Event Tags**. Event Tags are designed to record what players attend or participate at particular functions. The Event Swiper is used to easily mark player accounts with Event Tag.

**Using the Event Swiper:** Sonoma users with the proper permission access this part of the software by clicking the Microphone icon marked “Event Swiper” on the main menu. The Sonoma Events & F&B screen then opens. This screen is used both for the Event Swiper and the F&B Tagging. (See F&B Tagging Chapter for more)

When the screen is opened it is automatically in Events mode. If not then press / click the button in the center of the top of the screen labeled “Events”. All the active Event Tags set up in Sonoma will now appear each on their own button on the keypad portion of the screen.



To record a customer for an event press the button for the specific Event being recorded and then swipe the players card. The customer’s account will now be automatically marked with the tag for this event. The Event Swiper is now setup to keep recording

customers for this specific event – there is no need to press the key for the Event each time, only when the event you want to record for changes.

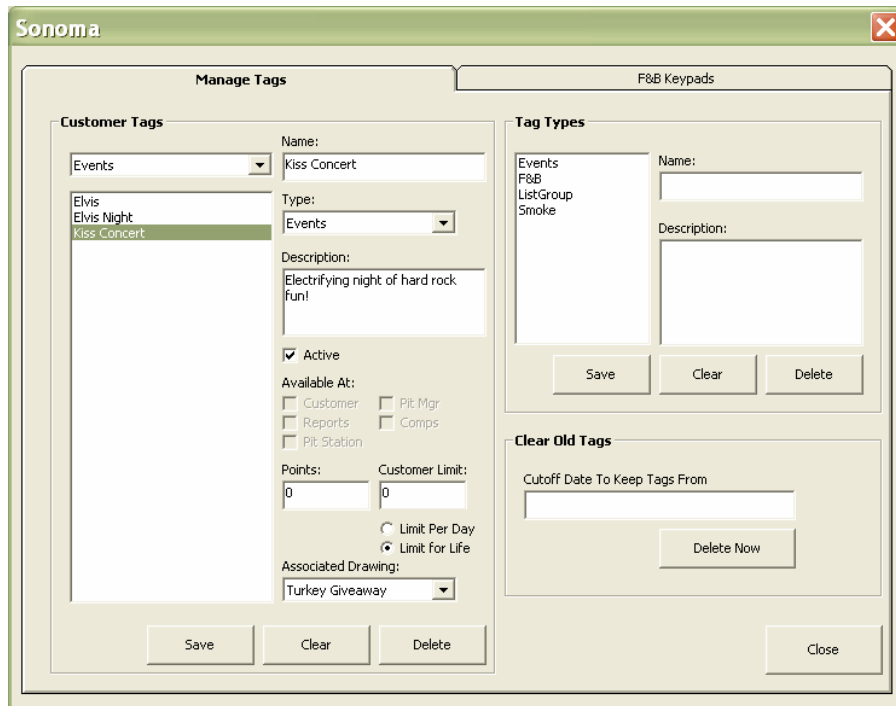
If there is a drawing ticket setup for this Event Tag then it will be printed on the attached receipt printer right when the player’s card is swiped as long as their Customer Limit for the predefined drawing will not be exceeded.

If there are points associated with this Event Tag they are automatically added to the customer’s account when the player card is swiped. These points are recorded as a points adjustment with the name of the Tag and the Adjustment description.

If the player has already exceeded the optional daily or lifetime limit for this Event Tag then when their card is swiped no action is taken and a tag is NOT recorded. A message will appear telling the user that the player has already reached their limit for this Event.

### **Setting Up Event Tags:**

Event Tags are setup in the Manage Tags screen under the Customers Tab in System Setup. This screen has two main tabs, “Manage Tags” and “F&B Keypads”. Everything that needs to be done setting up the Event Swiper can be done from the “Manage Tags” tab. The screen can be used to set up all the different types of Tags so to make sure you are only looking at the Event Tags, first select “Events” from the drop down box in the



very upper left hand corner.

Now all the Event Tags setup in the system will be displayed. Click on a specific Tag in the list of names to edit its properties or click the “Clear” button to create a new one. Enter / Edit the Tag name, choose Events under the Type drop down box, add an optional description, and then check the Active box.

Because this is an Event Tag, the boxes to choose where this Tag is available are grayed out and cannot be elected. This Tag will be available in Event Swiper program only. If you would like to award a player points for attending this event then enter the amount in the Points box next. Each Event can have a Limit per customer as well. If your Event Tag is going to have a Customer Limit then enter the maximum number of times the player can receive this Tag and then choose either the “Limit Per Day” or “Limit for Life” option.

When the players card is searched on in the Event Swiper, the Sonoma system will check to make sure the player has not already reached the associated Limit for this Tag for the time period specified here.

The final item to setup is the Associated Drawing drop down box. Most Event Tags do not have a drawing but if you want to print a Drawing Ticket each time the a player swipes in for this Event then choose the Drawing with this box. Remember each drawing can have their own Customer Limits separate from the Event Tag so just because a player is eligible for an Event Tag does not automatically mean they are eligible.

Now click the Save button and the Event will automatically show up in the Event Swiper and is ready to use.

Currently Sonoma does not allow Tags to be deleted. This is because once they are used it is important to keep them in the system so that accurate reporting can be done now and in the future with regards to the Tags and their usage. If you would like to make an Event Tag no longer appear in the Event Swiper then just edit the Tag and uncheck the Active checkbox and click Save. It will remain in the system for reporting but no longer appear as a button on the Event Swiper Screen.