



s



Zonal Hotel Solutions Plugin

Setup Guide

v2.0 May 2025

Version	Date	Notes	Author
1.0	14-07-2023	Setup guide first draft	P.Horton
2.0	22-05-2025	Change from HLS to Zonal Hotel Solutions	J.Hennessy

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Introduction

Document Scope

This guide is aimed at anyone within Zonal and describes:

- Configuring the Aztec Base Data
- Configuring the Aztec Finance Payment Methods
- Adding the Hotel Buttons in Theme Modeling

Overview

This document has been created to show how to install the Zonal Hotel Solutions plugin (formerly HLS) and configure the details into Aztec Base data, Finance and add the Buttons using Theme Modeling

Prerequisites

The following applications/versions and services are required to support Zonal Hotel Solutions plugin (formerly HLS) operations within Aztec:

- Aztec 3.24.0 or later at head office and site
 - Aztec 3.33.0 or later is required for Room Payment and Payment Reversal via EPOS.
- POS Integration Engine v1.58.0 or later at site
- Zonal Hotel Plugin installed and configured on Aztec

Installing the Zonal Hotel Solutions Plugin

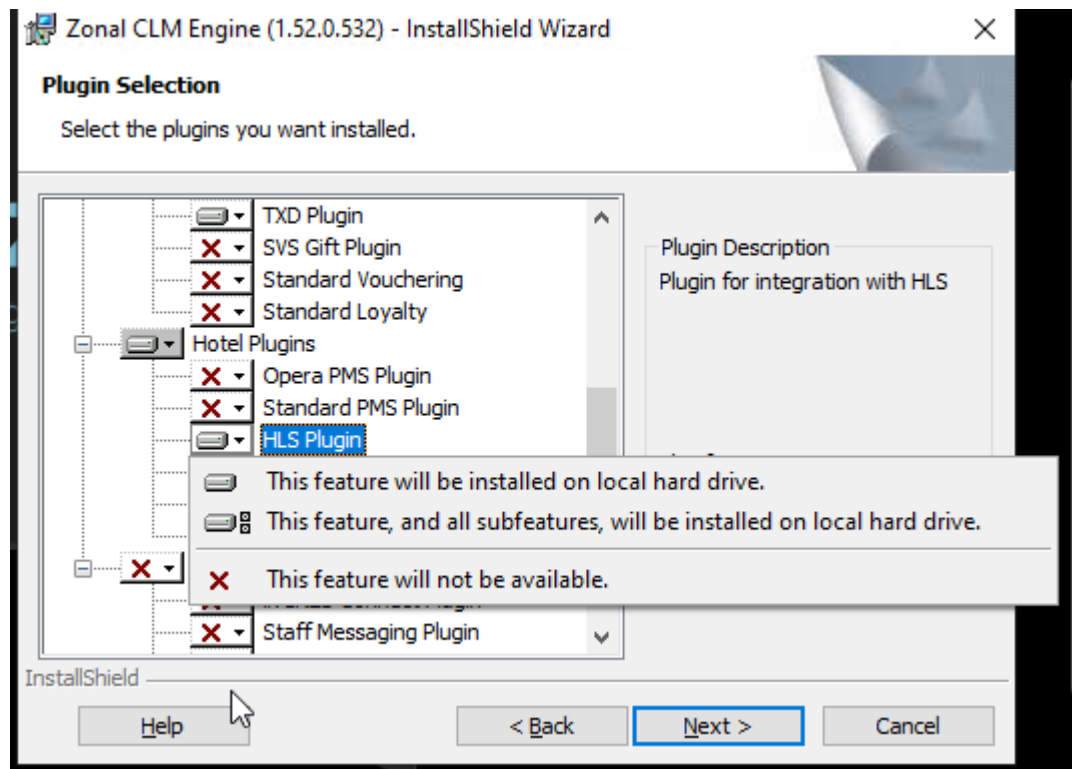
Navigate to the Zonal_CLM_Setup.exe and double click the icon

Click Next

If other plugins have been added before then Click Modify

Navigate to Hotel Plugins

Select the dropdown next to HLS Plugin (former name for Zonal Hotel Solutions) and select “This feature will be installed on local hard drive.”



Click Next

Click Install Click Finish

Adding details to the Aztec Base Data

Logon Aztec

Navigate to Base Data > Estate Structure > Site

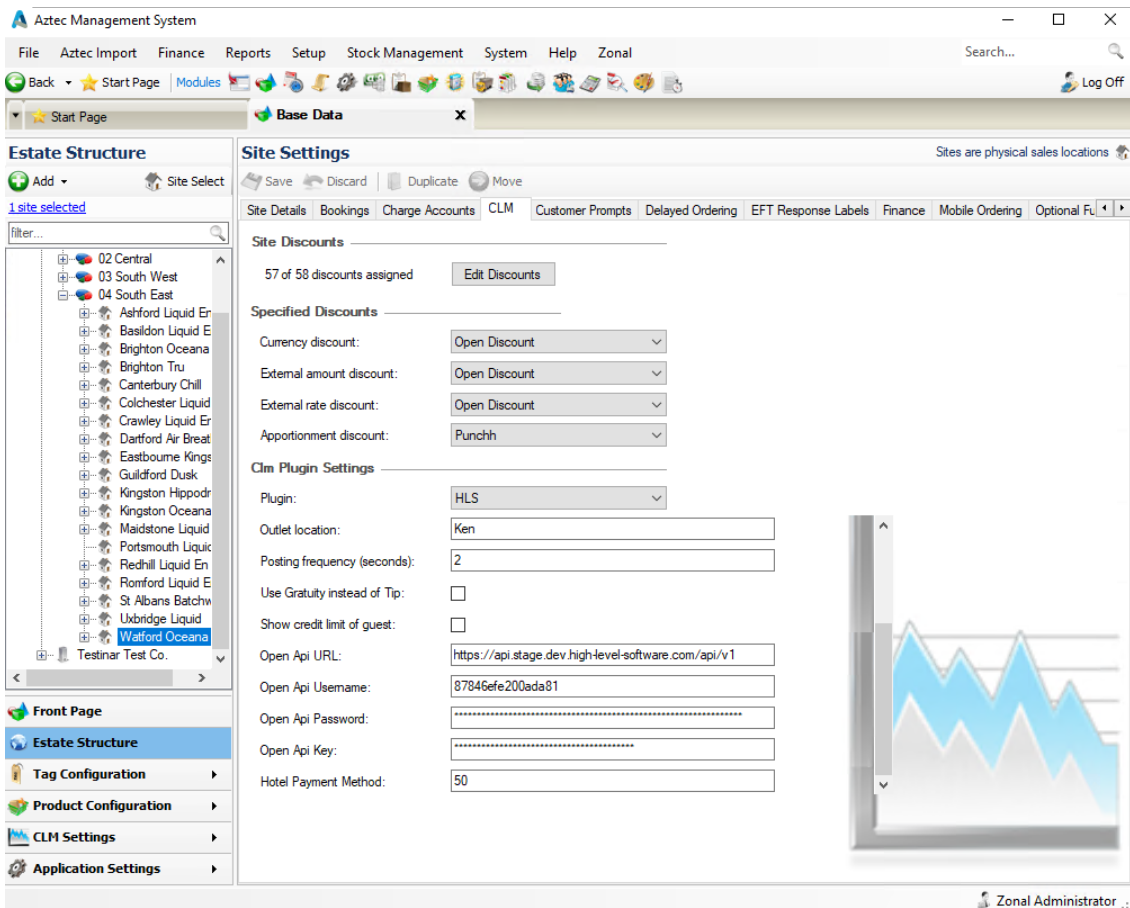
Click the CLM Tab

Navigate to Clm Plugin Settings

Click the Dropdown for Plugin and select HLS (former name for Zonal Hotel Solutions)

Add the following details:

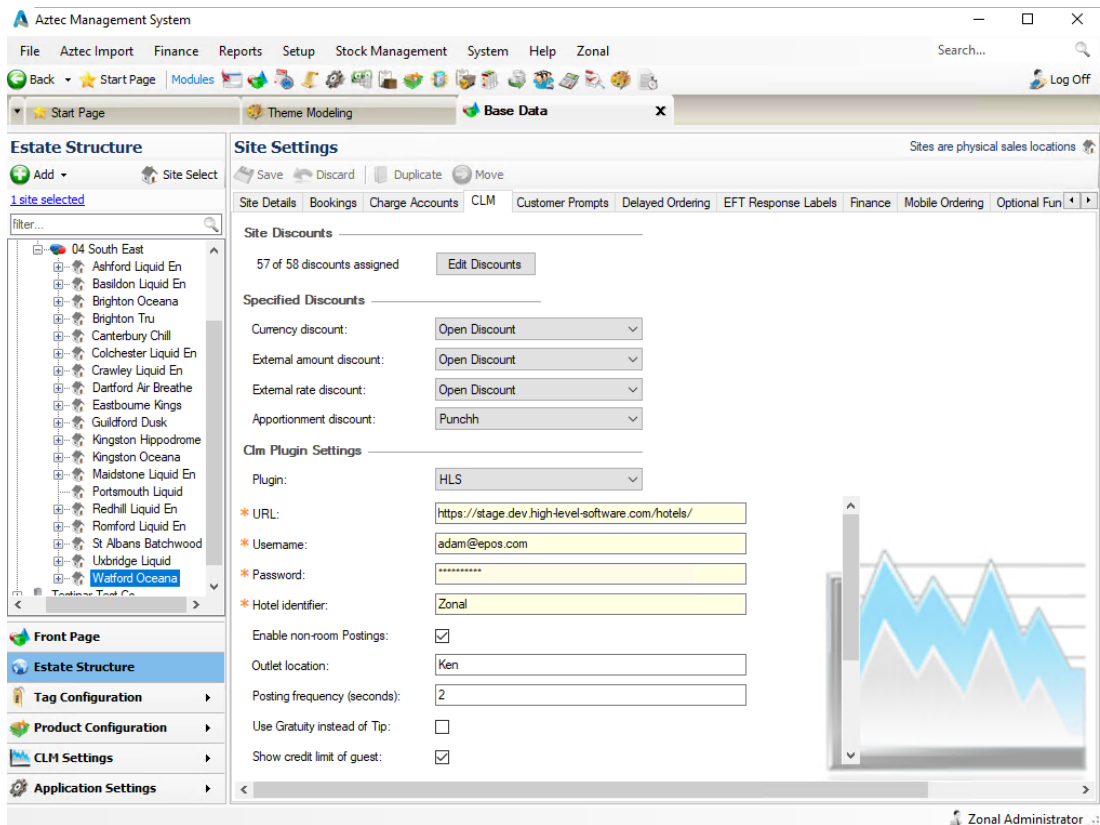
- URL
- Username
- Password
- Hotel identifier
- Enable non-room Postings
- Outlet location
- Posting frequency (seconds)
- Use gratuity instead of tip
- Show credit limit of guest
- Open Api URL
- Open Api Username
- Open Api Password
- Open Api Key
- Hotel Payment Method (requires a new Payment Method of type 'POSIntergationSettlement' to be created in Aztec Finance to make a payment for room).



Non-room postings

This feature will enable the system to send a non-room posting call in the background after POS users to close the till account. To allow the non-room postings, the following Aztec Base Data should be setup:

- Open Aztec>Base Data>Estate Structure>CLM>HLS plugin
- Mark the check box “Enable non-room Postings”
- “Outlet location” field must match the folio’s name (folio “label” in HLS Management system)
- Room number must start with the word “Outlet” in HLS Management system



Adding Details to Aztec Finance

Navigate to Finance > Payment Methods

Create a New Payment Method for the Room payments (This payment Id should be added to the plugin CLM settings in the field 'Hotel Payment Method')

Aztec Management System

File Aztec Import Finance Reports Setup Stock Management System Help Zonal

Back Start Page Modules

Start Page Base Data Finance Theme Modeling

Payment Methods

Add

hls

Name

Non-Fixed Rate

HLS

Payment Method Details

Save Discard

Details

Payment methods define the different ways the POS can accept payment

Payment Method Details

* Payment method name: HLS

Payment method description:

Account code:

Use fixed payment amount: ☐

Barcodes unique per account: ☐

Type: POSIntegration Settlement

Currency: UK Pound

Amount of:

Fixed payment amount: £0.00

Prevent payment correction POS: ☐

Declaration Details

Auto declare: ☒

Show during blind declaration: ☐

POS Display Details

Generate button text: ☒ Automatically from name ☐ Manually

* POS button text: HLS

Product group:

Open cash drawer: ☐

Auto print receipt: ☐

Restrict orderline corrections: ☐

Hide Inclusive Tax on Receipt: ☐

Overpayment is: ☒ Not Allowed

Front Page

Daily Accounting

Cash Management

Graphs

Admin

Configuration

Zonal Administrator

Make sure the Type is set to 'POSIntergationSettlement'

After that create another Payment Method required for 'Room Post' payments.
Choose Type 'Room (SOAP)'.

The screenshot shows the Aztec Management System interface. The top menu bar includes File, Aztec Import, Finance, Reports, Setup, Stock Management, System, Help, and Zonal. The left sidebar has a 'Payment Methods' section with a list of methods: 'room post' (selected), 'Non-Fixed Rate', 'Room Post', and 'HRoom Post'. The main area is titled 'Payment Method Details' and contains several sections: 'Payment Method Details' (with fields for name, description, account code, type, currency, amount, and fixed payment amount), 'POS Display Details' (with fields for generate button text and POS button text), and 'POS Behaviour' (with fields for product group, open cash drawer, auto print receipt, restrict orderline corrections, hide inclusive tax on receipt, and overpayment is). The 'Room Post' method is configured with a name of 'Room Post', description of 'Room Post Payment SOAP', type of 'Room (SOAP)', currency of 'UK Pound', and a fixed payment amount of '£0.00'. The 'POS Display Details' section shows the 'Room Post' button text. The 'POS Behaviour' section shows the 'Product group' as 'Room Post' and 'Overpayment is' set to 'Tip'.

Adding required Buttons to the Pos Theme

Navigate to Theme Modeling > Themes

Select the Design Button from the Middle Window

From the Button Picker navigate to Select...Other lists > Payment

Add one Button 'Room Post', created in Finance (required for room post payments). Drag across to the Pos and place inside of blank square (you can change the button colour)

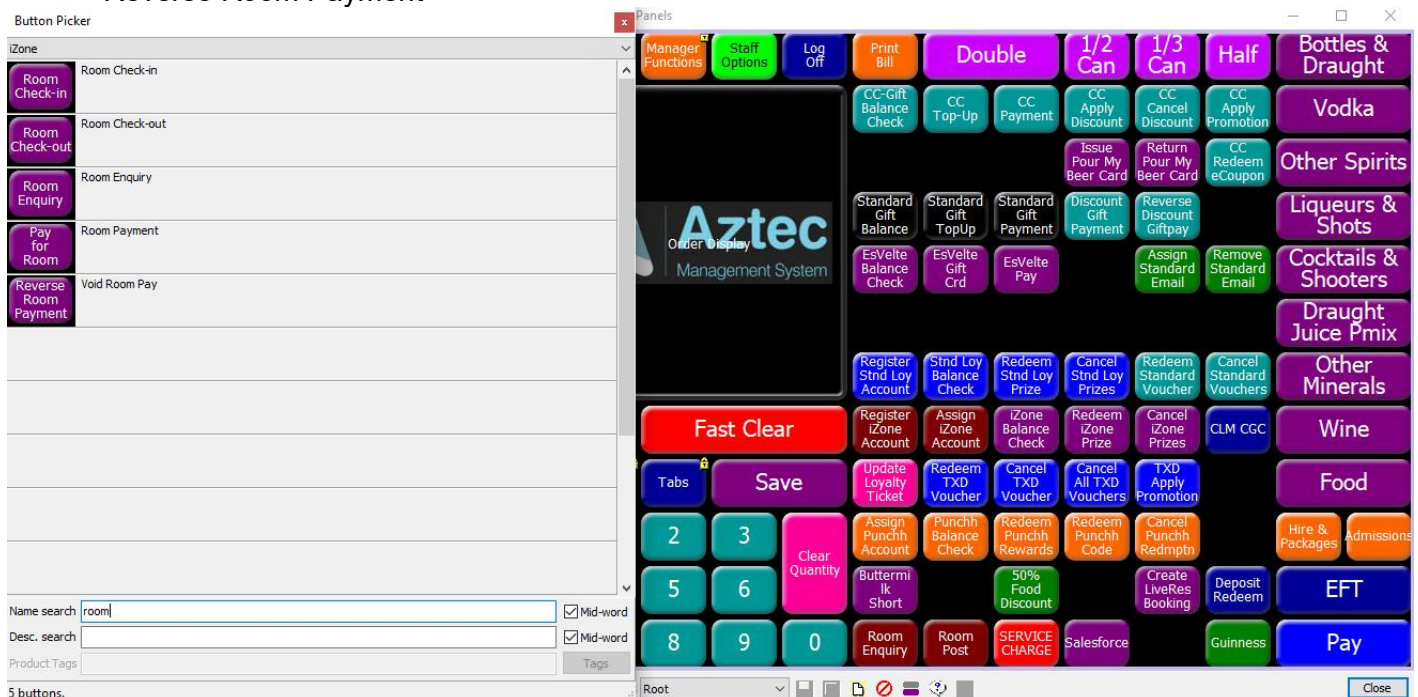


Click Save.

Then navigate to Other lists>iZone

Add 5 buttons:

- Room Check-in
- Room Check-out
- Room Enquiry
- Pay for Room
- Reverse Room Payment



Click Save.

Close Theme and perform 'Send to POS' operation.