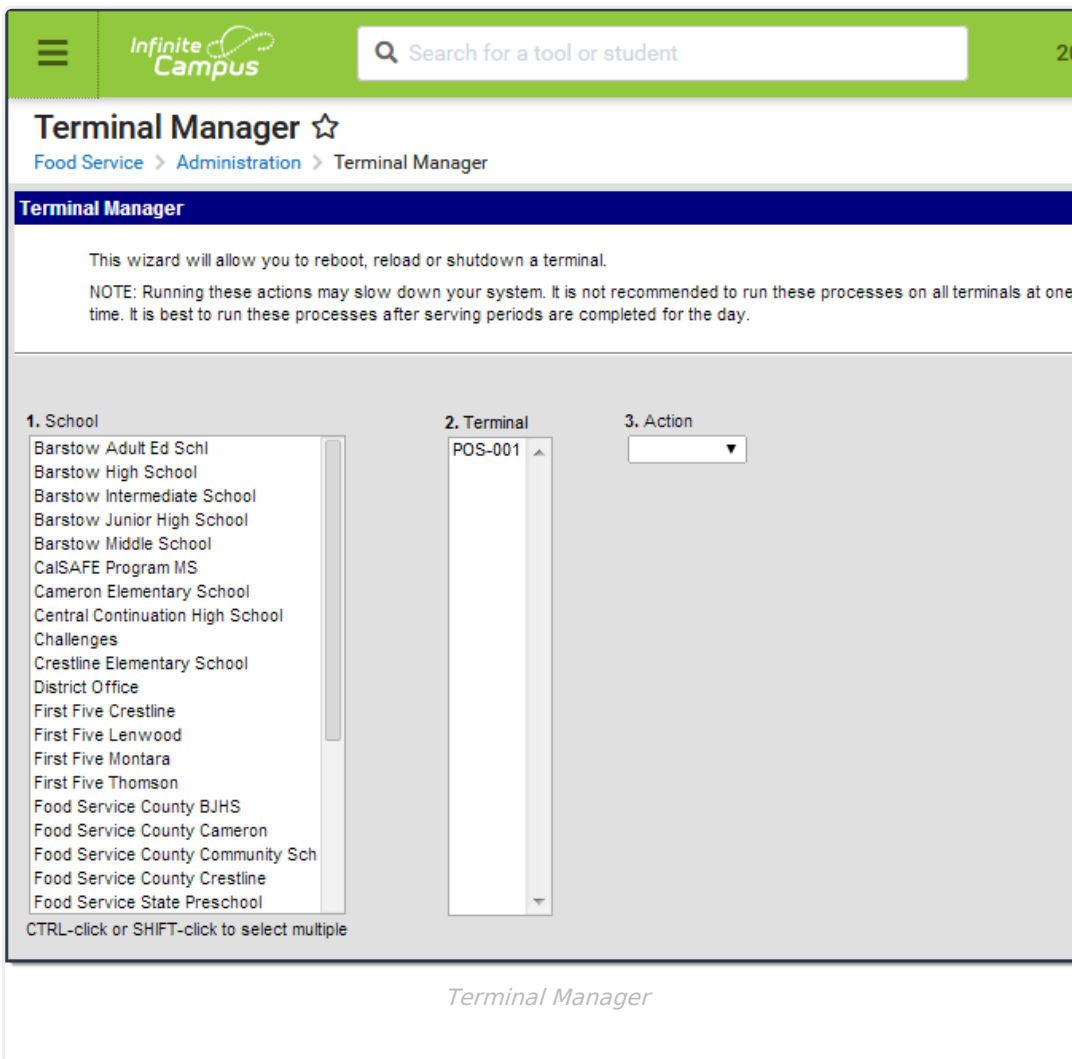


# Terminal Manager

Last Modified on 03/30/2026 2:41 pm CDT

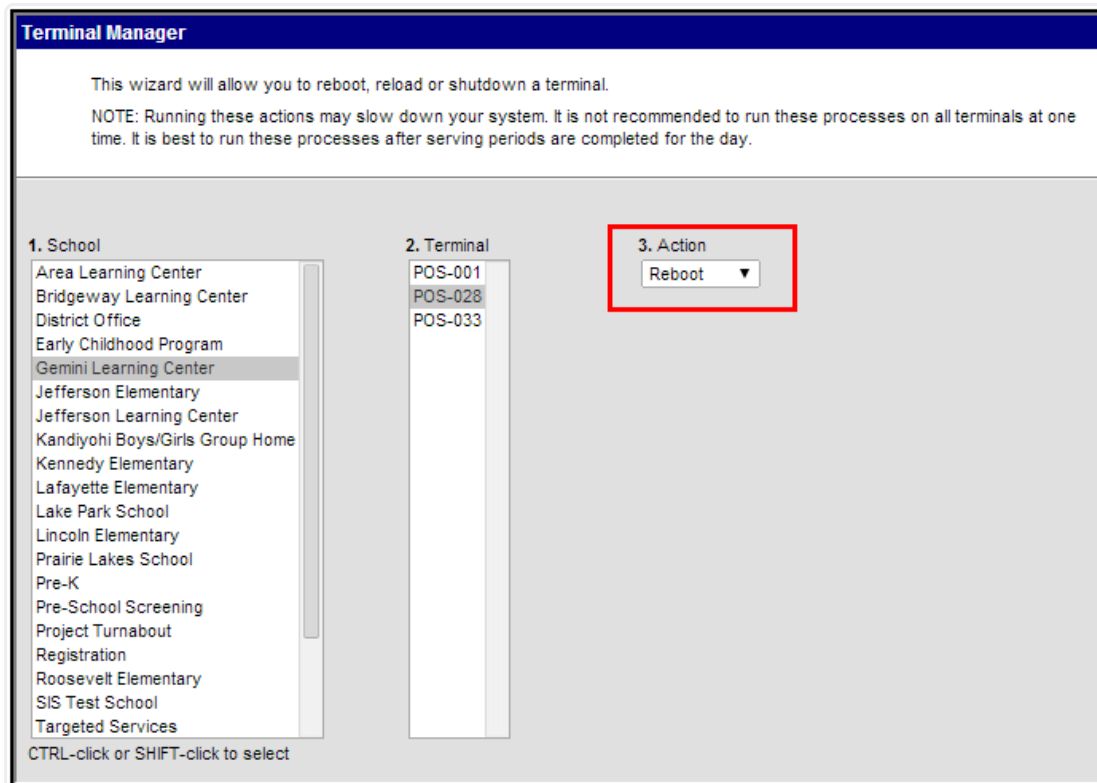
This functionality is only available to customers who have purchased Campus Point of Sale as add-on functionality.

The Terminal Manager tool allows administrators to remotely manage all terminals within the district.



## Remotely Reboot Terminals

Administrators can remotely reboot any POS terminal in the district using the Reboot Action.



*Rebooting Terminals*

1. Select the **School(s)** where the terminal(s) exist.
2. Select which **Terminal(s)** to reboot.
3. Select *Reboot* from the **Action** dropdown list.
4. Click the **Run** button.

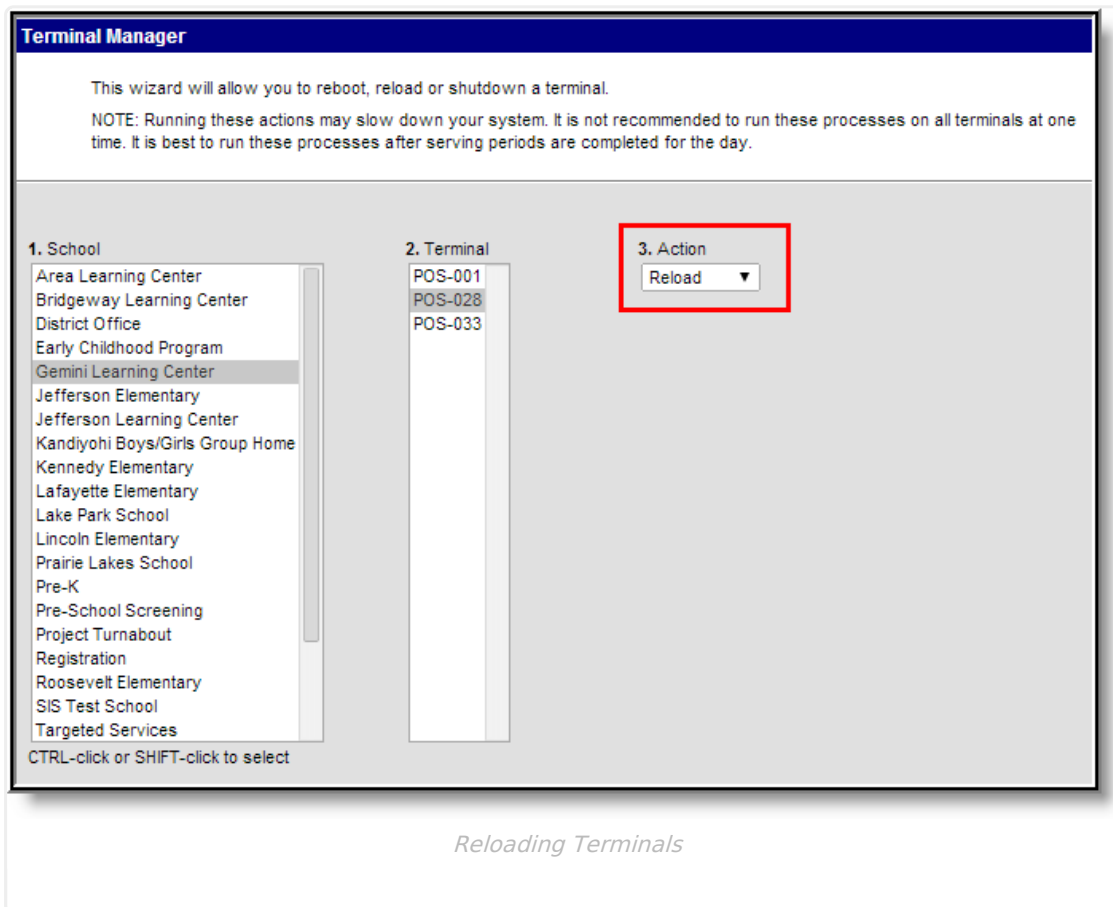
A reboot request is sent to the terminal. If the terminal is currently online, an alert message appears on the terminal screen. The operator may choose to immediately reboot the terminal, delay the reboot for five minutes, or cancel the reboot process. If no manual action is taken by the operator within 30 seconds, the reboot begins automatically.

If the message is sent when the terminal is offline and the terminal does not connect to the network within the next 10 minutes, the reboot request is cancelled.

## Remotely Reload Terminals

Administrators can remotely reload data for any POS terminal in the district using the Reload Action.

Infinite Campus recommends performing a data reload after serving periods have been completed for a day and during a time of minimal system usage as reloading may reduce network speed.



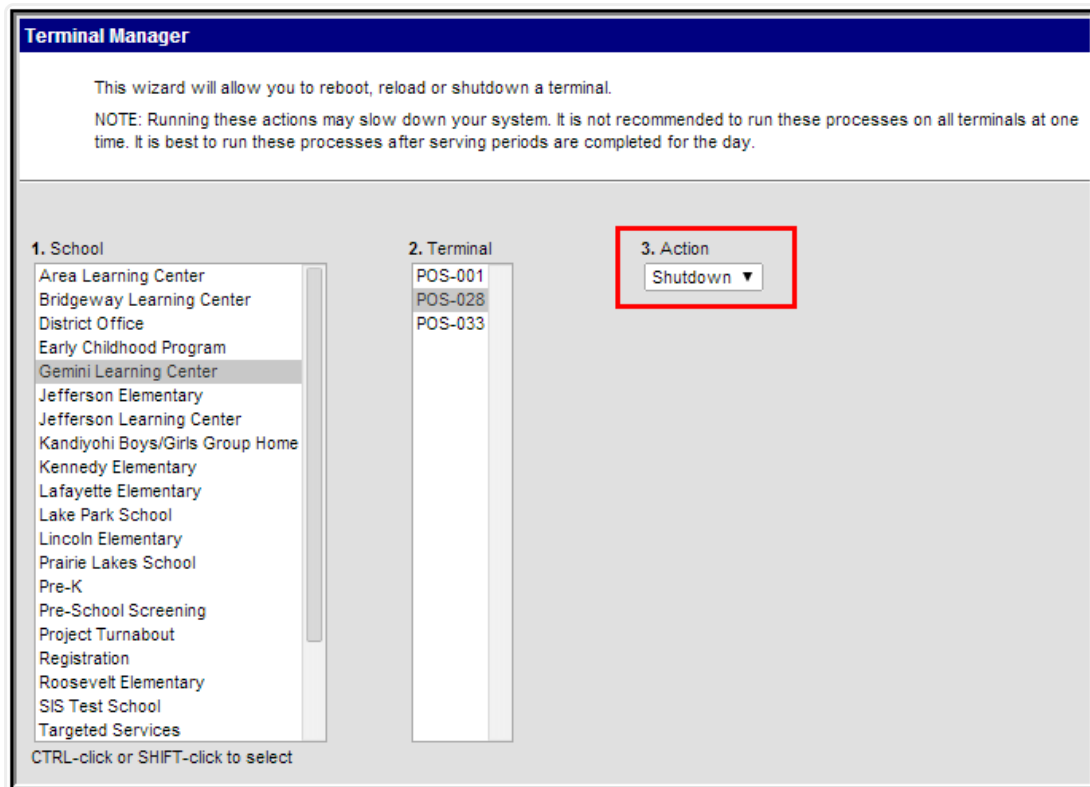
1. Select the **School(s)** where the terminal(s) exist.
2. Select which **Terminal(s)** to reload.
3. Select *Reload* from the **Action** dropdown list.
4. Click the **Run** button.

A reload request is sent to the terminal. If the terminal is currently online, an alert message appears on the terminal screen. The operator may choose to immediately reload the terminal, delay the reload for five minutes, or cancel the reload process. If no manual action is taken by the operator within 30 seconds, the reload begins automatically.

If the message is sent when the terminal is offline, the reload occurs the next time it connects to the network. Reload request do not time out.

## Remotely Shut Down Terminals

Administrators can remotely shutdown any POS terminal in the district using the Shutdown Action.



*Shutting Down Terminals*

1. Select the **School(s)** where the terminal(s) exist.
2. Select which **Terminal(s)** to shutdown.
3. Select *Shutdown* from the **Action** dropdown list.
4. Click the **Run** button.

A shutdown request is sent to the terminal. If the terminal is currently online, an alert message appears on the terminal screen. The operator may choose to immediately shutdown the terminal, delay the shutdown for five minutes, or cancel the shutdown process. If no manual action is taken by the operator within 30 seconds, the shutdown process begins automatically.

If the message is sent when the terminal is offline and the terminal does not connect to the network within the next ten minutes, the shutdown is cancelled.

## Remotely View Terminal Logs

To verify the reception of remote-management requests, the Terminal Manager log may be viewed.

**Terminal Manager**

This wizard will allow you to reboot, reload or shutdown a terminal.

NOTE: Running these actions may slow down your system. It is not recommended to run these processes on all terminals at one time. It is best to run these processes after serving periods are completed for the day.

**1. School**

- Area Learning Center
- Bridgeway Learning Center
- District Office
- Early Childhood Program
- Gemini Learning Center
- Jefferson Elementary
- Jefferson Learning Center
- Kandyohi Boys/Girls Group Home
- Kennedy Elementary
- Lafayette Elementary
- Lake Park School
- Lincoln Elementary
- Prairie Lakes School
- Pre-K
- Pre-School Screening
- Project Turnabout
- Registration
- Roosevelt Elementary
- SIS Test School
- Targeted Services

CTRL-click or SHIFT-click to select

**2. Terminal**

- POS-001
- POS-028
- POS-033

**3. Action**

*Viewing Terminal Logs*

1. Select *Show Log* from the **Action** dropdown list.
2. Click the **Run** button.

A summary report generates, showing the details of specific remote-management requests.

The log is shown for all schools and all terminals, despite selections made in the School or Terminal editors.

Timestamp	Processed Timestamp	Source	Destination	Event Message
06/29/2011 14:57:40 -0500	06/29/2011 14:57:45 -0500	SERVER	ELEM 1	Reload
06/29/2011 14:59:33 -0500	06/29/2011 14:59:46 -0500	SERVER	ELEM 1	Shutdown
06/29/2011 15:01:06 -0500	Not yet processed	SERVER	ELEM 1	Reload

*Terminal Log*

The following table describes each Terminal Log column.

Field	Description
<b>Timestamp</b>	Date and time the remote request was sent from the Terminal Manager tool.

Field	Description
<b>Processed Timestamp</b>	Date and time the remote request was received by the Point of Sale terminal. If the remote request has not yet been received by the Point of Sale, this column reports "Not yet processed".  <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 5px; margin: 5px 0;"> <p>This is merely an indication that the terminal received the request message. It is not an indication of whether or not the requested action was completed.</p> </div>
<b>Source</b>	The origin of the remote request.
<b>Destination</b>	The name of the terminal that received the request.
<b>Event Message</b>	The type of remote-management task requested.

## Clear Remotely Requested Terminal Logs

Administrators can clear records/entries from the Terminal Log using the Clear Log Action.

**Terminal Manager**

This wizard will allow you to reboot, reload or shutdown a terminal.

**NOTE:** Running these actions may slow down your system. It is not recommended to run these processes on all terminals at one time. It is best to run these processes after serving periods are completed for the day.

**1. School**

- Area Learning Center
- Bridgeway Learning Center
- District Office
- Early Childhood Program
- Gemini Learning Center
- Jefferson Elementary
- Jefferson Learning Center
- Kandiyohi Boys/Girls Group Home
- Kennedy Elementary
- Lafayette Elementary
- Lake Park School
- Lincoln Elementary
- Prairie Lakes School
- Pre-K
- Pre-School Screening
- Project Turnabout
- Registration
- Roosevelt Elementary
- SIS Test School
- Targeted Services

CTRL-click or SHIFT-click to select

**2. Terminal**

- POS-001
- POS-028
- POS-033

**3. Action**

Clear Log ▾

*Clearing Terminal Log Requests*

1. Select *Clear Log* from the **Action** dropdown list.
2. Click the **Run** button.

The log is cleared for all schools and all terminals, despite selections made in the School or Terminal editors.

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