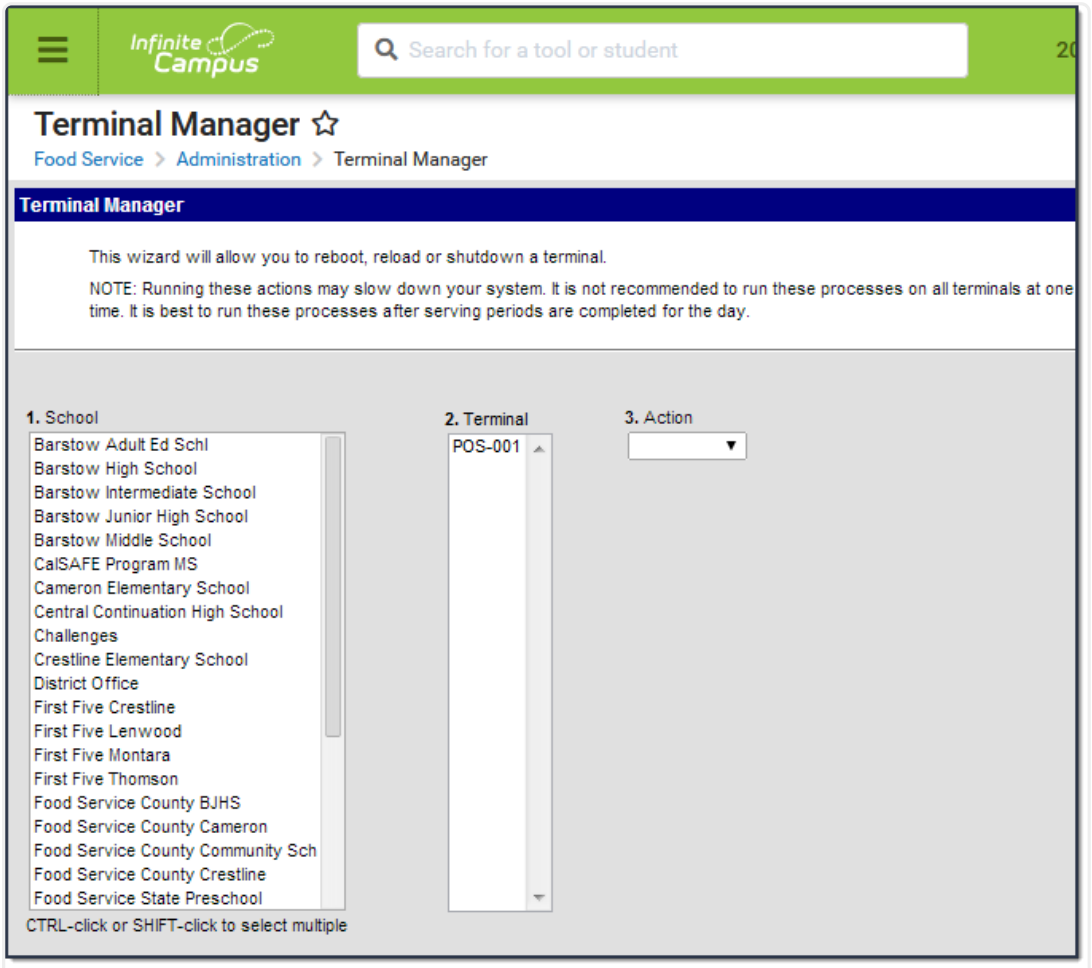
Terminal Manager

Last Modified on 10/29/2026 10:05 am CDT

Point of Sale (POS) tools are available with Campus Food Service.

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

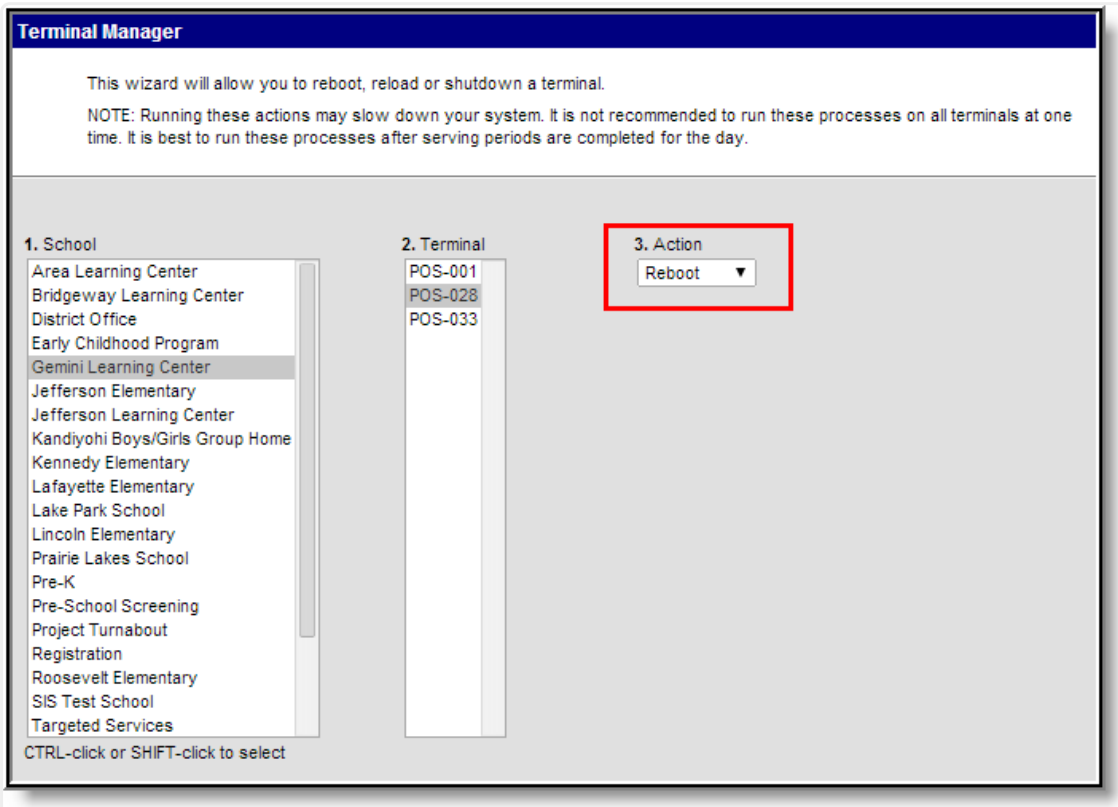


Terminal Manager

See the Terminal Manager Tool Rights article for information about rights needed to use this tool.

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.

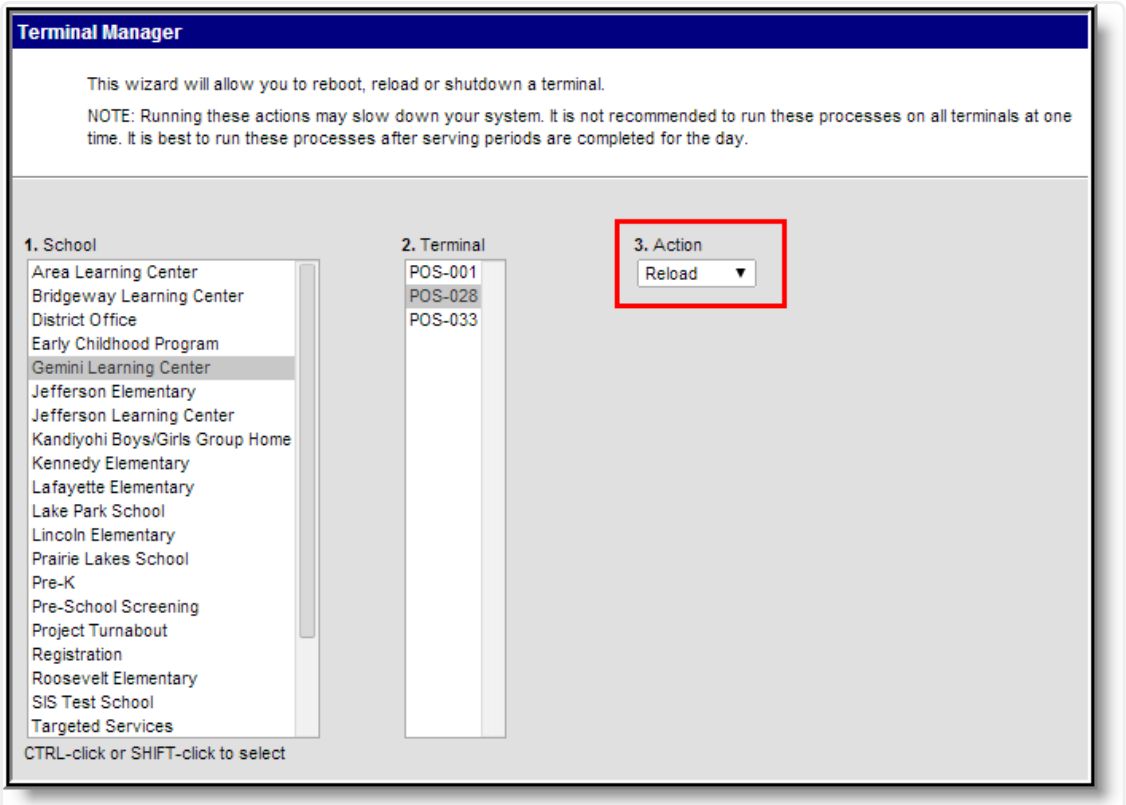
A reboot request is sent to the terminal. If the terminal is currently online, an alert message appears on the terminal screen. The operator may choose to immediately reboot the terminal, delay the reboot for five minutes, or cancel the reboot process. If no manual action is taken by the operator within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



Reloading Terminals

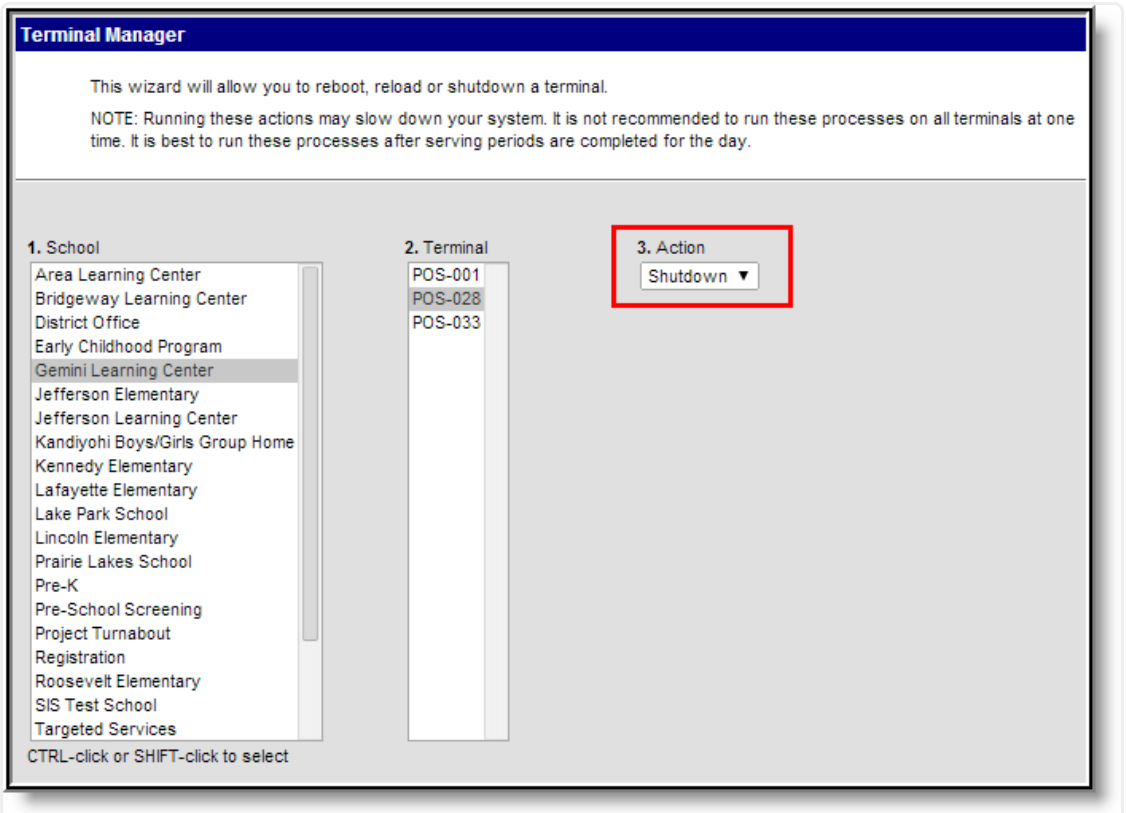
1. Select the **School(s)** where the terminal(s) exist.
2. Select which **Terminal(s)** to reload.
3. Select *Reload* from the **Action** dropdown list.
4. Click the **Run** button.

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

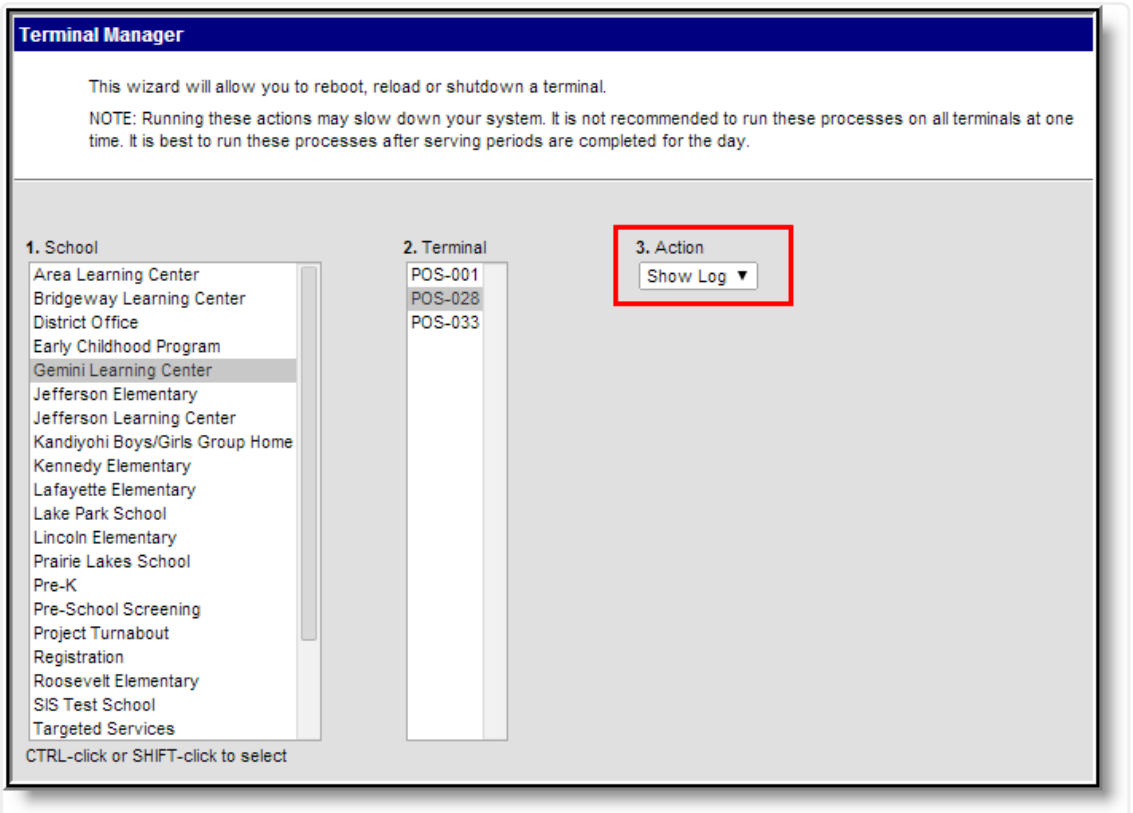
1. Select the **School(s)** where the terminal(s) exist.
2. Select which **Terminal(s)** to shutdown.
3. Select *Shutdown* from the **Action** dropdown list.
4. Click the **Run** button.

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.

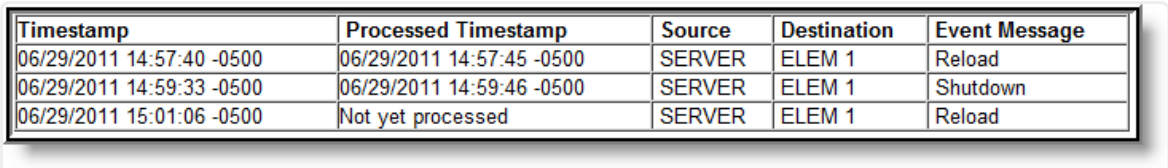


Viewing Terminal Logs

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

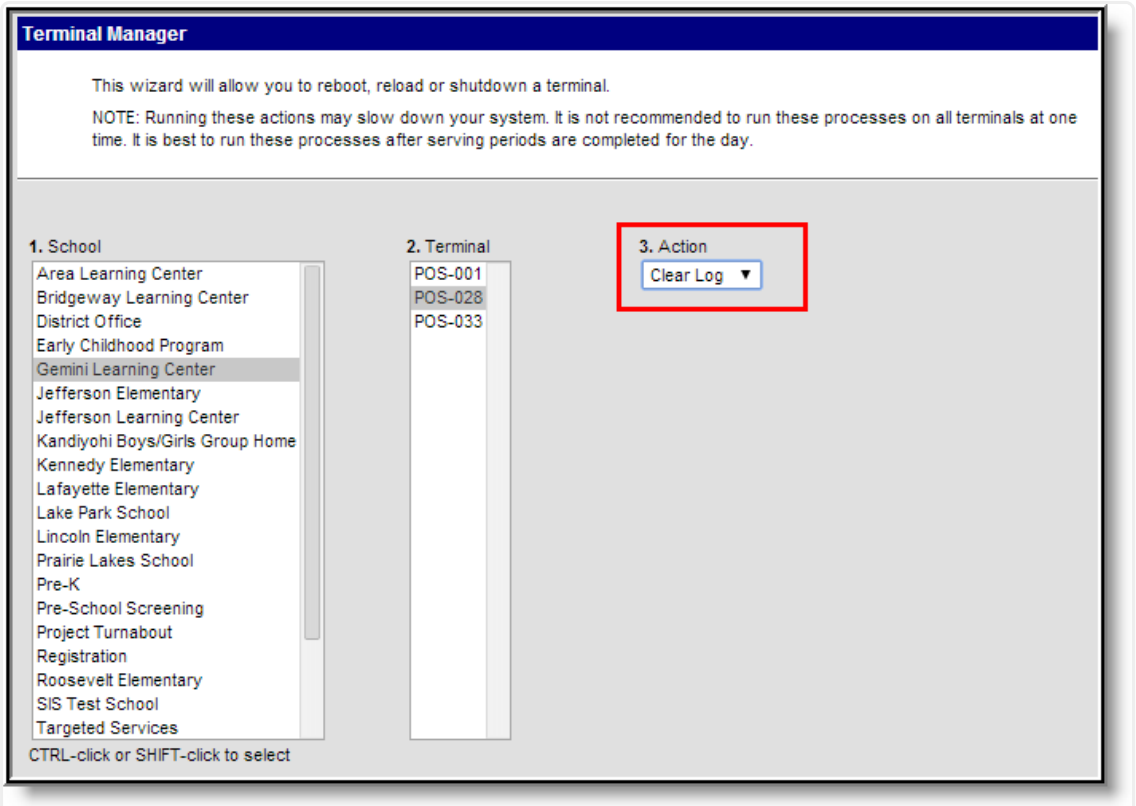
The following table describes each Terminal Log column.

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

Field	Description
Processed Timestamp	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". 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.
Source	The origin of the remote request.
Destination	The name of the terminal that received the request.
Event Message	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.



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.