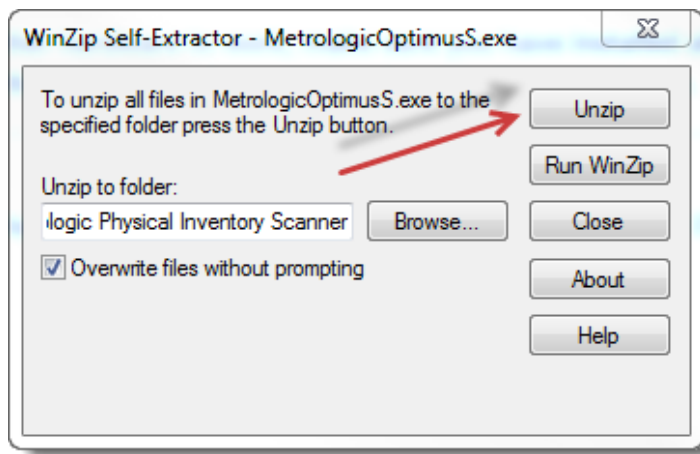# QuickBooks Tips and Tricks

Software: QuickBooks Point of Sale
Date Updated: September 19, 2016

Installing the Metrologic Physical Inventory Scanner Drivers

The first time you use the Metrologic scanner with QuickBooks POS, you must install the necessary drivers for it to work properly. This particular scanner is finicky, so we suggest you toss out the instructions and CD that came with the scanner and follow the instructions below.
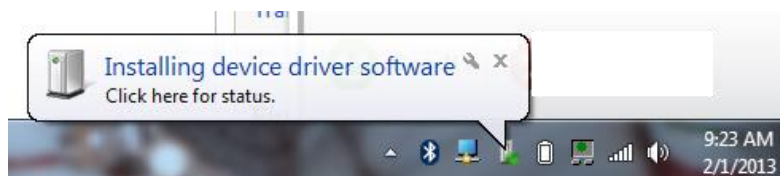
Go to https://www.dropbox.com/s/wu200jl8a5mo6gw/MetrologicOptimusS.exe?dl=0 and click on **Open**.

Click on **Download Metrologic Driver** >> **Run** >> **Unzip** and unzip to the default location (*C:\Drivers\Metrologic Physical Inventory Scanner*).
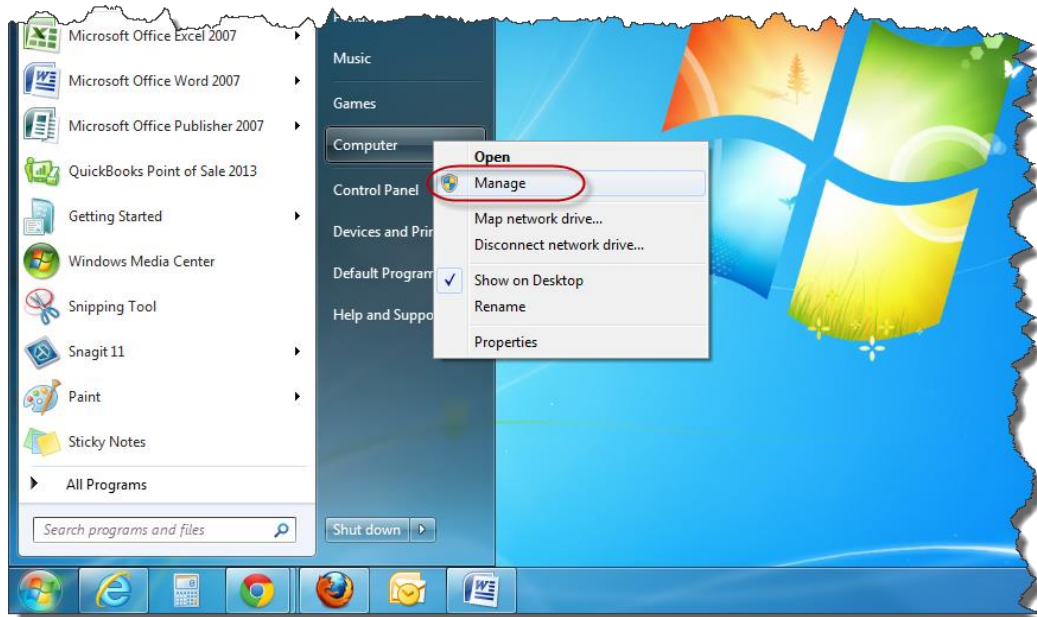

It will successfully unzip 35 files.

Close all windows and plug your scanner into an available USB port on your computer. A window should pop up in the bottom right corner of your task bar indicating that it found new hardware and is installing device driver software:

Installing the Metrologic Physical Inventory Scanner Drivers, Cont.

Here is where things can go awry – depending on a number of variables with the computer you are installing to, the driver software may or may not install properly. Regardless of the message you receive, you will want to go to your computer's Device Manager and update the driver software to ensure a complete installation.
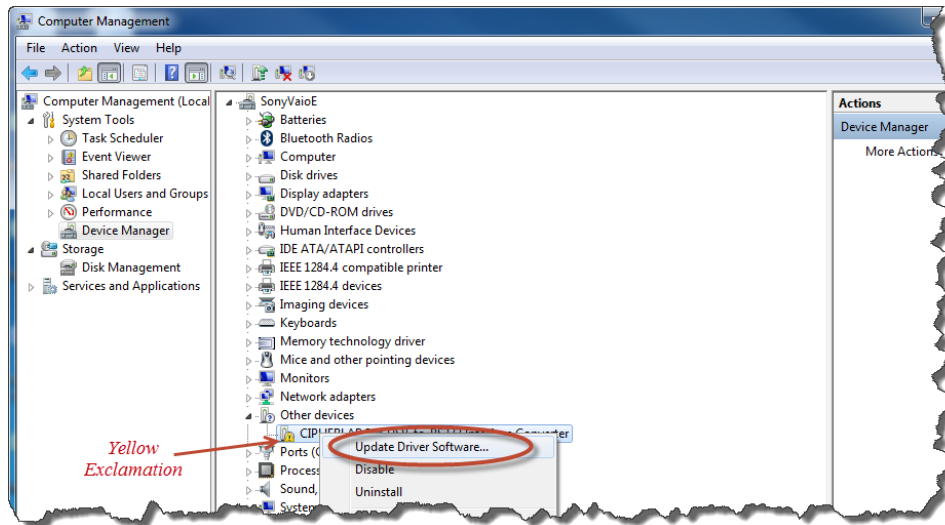
Right Click on **Computer** and select **Manage** (Depending on your version of Windows, you may be looking for "My Computer" and "Device Manager").
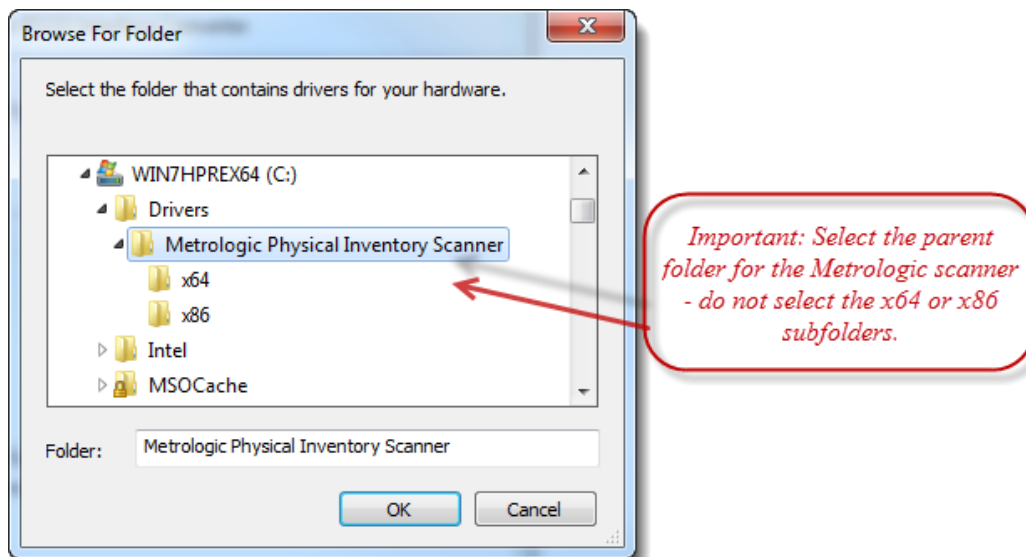

Once in the Device Manager, you should find the scanner listed underneath **Other Devices**, and it will likely have a yellow warning indicator to the left of it.

Right click on the scanner, and select **Update Drivers**.

Installing the Metrologic Physical Inventory Scanner Drivers, Cont.

On the next screen, you will want to **Browse my computer** for driver software and Navigate to *C:/Drivers/Metrologic Physical Inventory Scanner.*
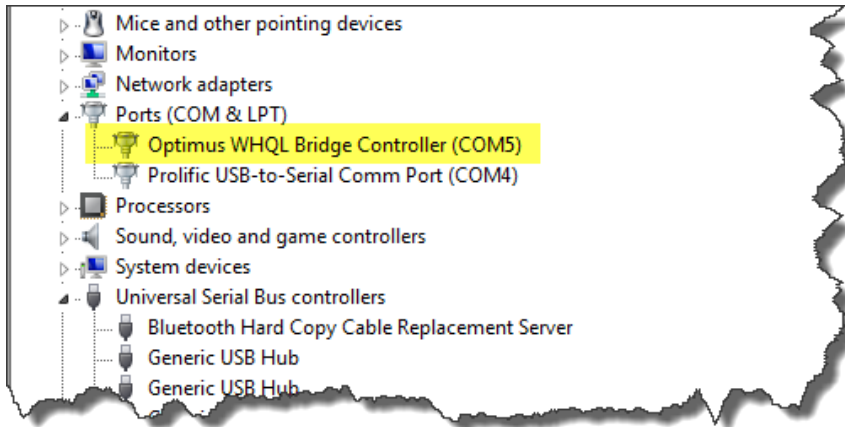

Follow through the default choices on the next two screens and you will receive a message that "Windows has successfully updated your driver software." Click **Close**.

You will notice the driver is still listed in your window with a yellow exclamation mark. **You will need to right click and **Update Driver Software** a second time to install a second set of drivers!** Windows will remember the path you selected above, so the second install will take just a second.
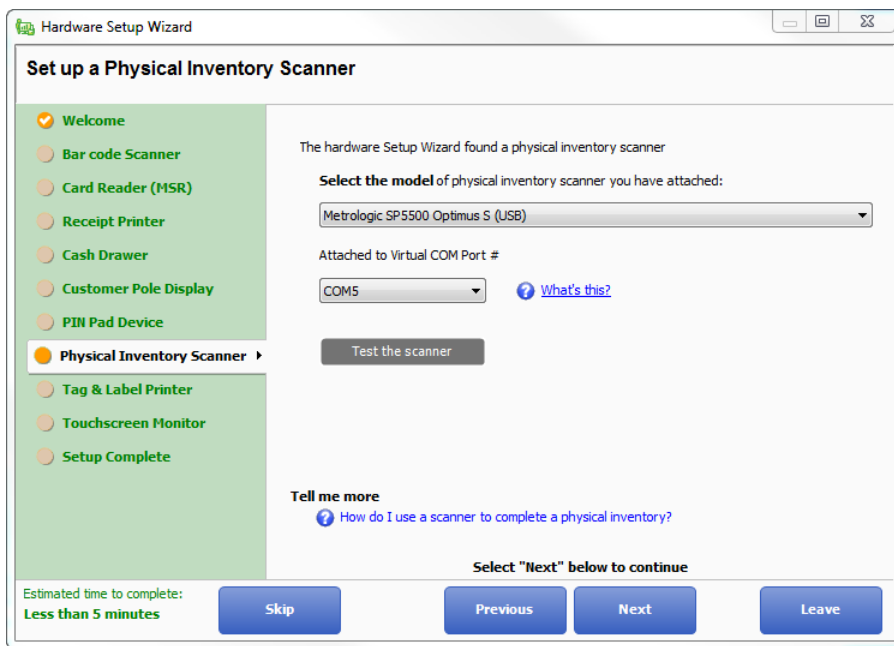
Installing the Metrologic Physical Inventory Scanner Drivers, Cont.

Your Optimus scanner should now be listed under Ports in your device manager, rather than under "Other Devices."

Take note of the COM Port that it has been installed to. In the following example, it was installed to COM 5. You will next tell QuickBooks POS which COM Port it is being used on.
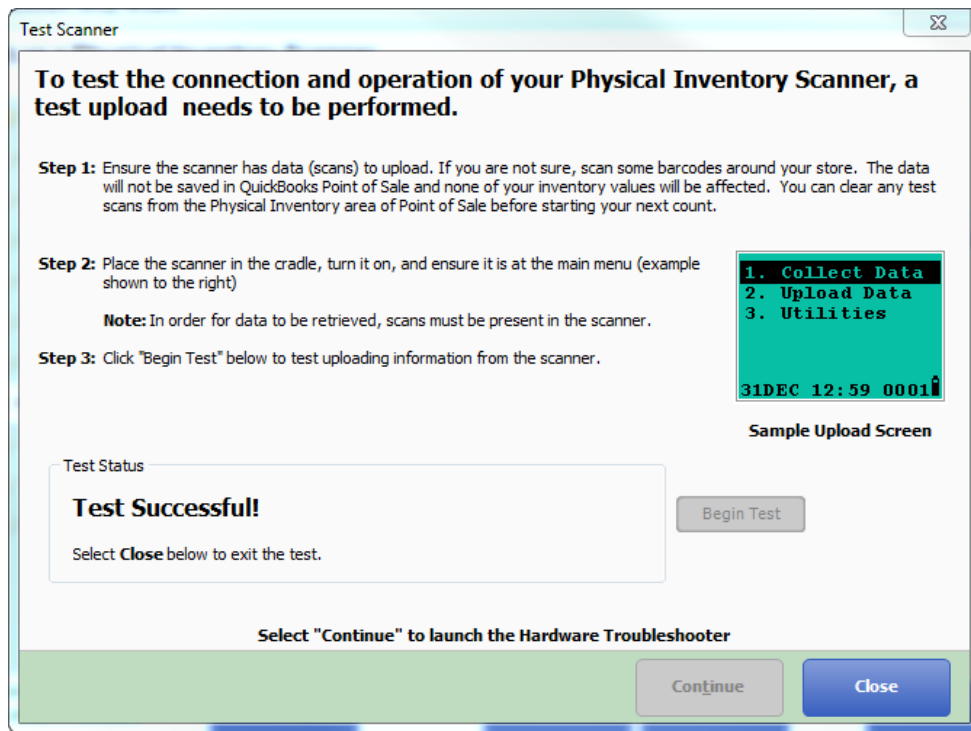

Close out of the Device Manager window and open QuickBooks Point of Sale. Go to **File** >> **Hardware Setup Wizard**. Click on **Physical Inventory Scanner** and make sure the Metrologic scanner is selected and the correct COM port, which you had noted back in the Device Manager (in our example, COM5).

Installing the Metrologic Physical Inventory Scanner Drivers, Cont.

Click the grey **Test the scanner** button and follow the directions to test the device. Note: *there must be data in the scanner for the test to complete*, so scan a couple of sample items before clicking on **Begin Test**. They can be deleted out of the scanner once the test is complete.

Once you click **Begin Test**, the software will connect to the scanner, upload the data and tell you the test was successful.

*Note: If you receive an error message that the scanner cannot be read, try testing the scanner in the Upload Data screen (#2).

Now you can delete the sample data and begin your inventory. **Happy Counting!**