

---

# Ranqhana User Guide

---

*Jose Clavo Tafur* (jclavotafur@gmail.com)

<https://ai-apaec.com/product/ranqhana>

May, 2021

## Introduction

Ranqhana is a manager software for your store (restaurant, supermarket, shop and others), it has the next modules: dashboard, invoices, orders, products, services, persons and reports. Where it is possible to purchase and sell items, in addition to manage products and services as well some reports. Available for rent at <https://ai-apaec.com/product/ranqhana>. It will be needed only a connection to internet and a browser to access and use the system.

## Contents

<b>1</b>	<b>Login Module</b>	<b>3</b>
1.1	Login in the application . . . . .	3
1.2	Change language . . . . .	3
<b>2</b>	<b>Invoices Module</b>	<b>3</b>
2.1	To Sell . . . . .	3
2.1.1	Access to the module . . . . .	3
2.1.2	Add an item . . . . .	4
2.1.3	Show item in the grill . . . . .	4
2.1.4	confirm the sell . . . . .	5
2.1.5	Add additional information . . . . .	5
2.1.6	Add additional information: Credit or Debit . . . . .	5
2.1.7	Add additional information: Cash . . . . .	6
2.1.8	Made Payment . . . . .	7
2.1.9	Show sell invoice . . . . .	8

<b>3</b>	<b>Product</b>	<b>8</b>
3.1	Product List . . . . .	8
3.1.1	Access to the module . . . . .	8
3.1.2	Search product . . . . .	9
3.1.3	Delete product . . . . .	9
3.1.4	Update/Edit product . . . . .	10
3.2	Product Form . . . . .	11

## Quick Guide to Workflow

### I Login Module

#### 1.1 Login in the application

1. Go to `http://localhost:4200/`
2. Write your identification, *which is in a numeric format*
3. Write your password
4. Click in `login`

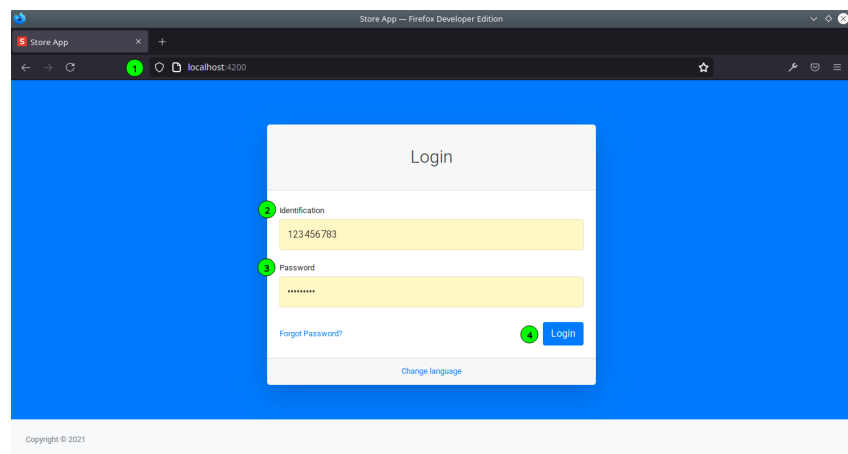


Figure 1: Login in the application

#### 1.2 Change language

1. Click in ...

### 2 Invoices Module

#### 2.1 To Sell

##### 2.1.1 Access to the module

1. From the left menu, click in `Invoices`
2. From the left submenu, click in `Sell invoice`
3. The page will be showed.

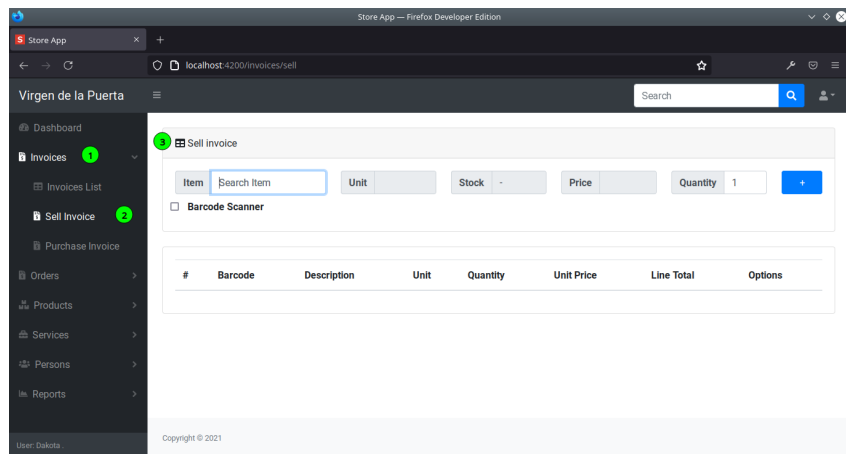


Figure 2: Access to the module

### 2.1.2 Add an item

1. Search item, *write the first letters of item name and it will be auto-completed.*
  - It will show item's information such as *unit, stock and price*
2. Write quantity.
3. Click in
4. The item will be showed in the grill, *with some additional information*

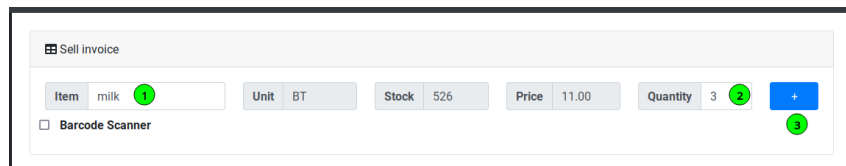


Figure 3: Add an item

### 2.1.3 Show item in the grill

1. in that section, the item is showed in the grill, *with some additional fields*
  - It will show item's information such as *index, barcode, unit, quantity, unit price, line total and delete button*
2. in that section, information about *subtotal, taxes, discount and total* is showed
  - To make a discount check its section

**Sell invoice**

Item  Unit  Stock  Price  Quantity

☐ Barcode Scanner

#	Barcode	Description	Unit	Quantity	Unit Price	Line Total	Options
1	00000024	milk	BT	3	11.00	33.00	<input type="button" value="X"/>

**2**

SUBTOTAL 33.00 Taxes 5.94 Discount 0 ☐ % TOTAL S/. 33.00

Figure 4: Show item in the grill

## 2.1.4 confirm the sell

1. Click in

**Sell invoice**

Item  Unit  Stock  Price  Quantity

☐ Barcode Scanner

#	Barcode	Description	Unit	Quantity	Unit Price	Line Total	Options
1	00000024	milk	BT	3	11.00	33.00	<input type="button" value="X"/>

SUBTOTAL 33.00 Taxes 5.94 Discount 0 ☐ % TOTAL S/. 33.00

**1**

Figure 5: confirm the sell

## 2.1.5 Add additional information

about *payment type* there are the next options:

- Credit
- Debit
- Cash
- Store Credit

## 2.1.6 Add additional information: Credit or Debit

1. Select payment type **CREDIT** or **DEBIT**

2. Select a client, *write its name or identification number*

■ **OPTIONAL FIELD**

3. Click in **Finish**

the process will be finished and the user will redirected to **Invoice List** page.

The screenshot shows a web form titled "Additional Information". It contains four main sections: "Total Payment" with a text input field containing "33.00"; "Payment type" with a dropdown menu showing "Debit" and a green circle with the number "1" next to it; "Client" with a text input field containing "45960630 Coco The cat" and a green circle with the number "2" next to it; and "Serie" with a text input field containing "20210502A001". At the bottom right, there is a green circle with the number "3" next to a blue button labeled "Finish".

Figure 6: Add additional information: Credit or Debit

2.1.7 Add additional information: Cash

1. Select payment type **CASH**

2. Select a client, *write its name or identification number*

■ **OPTIONAL FIELD**

3. Click in **Next**

### Additional Information

Total Payment

33.00

Payment type

Cash 1

Client

45960630 Coco The cat 2

Serie

20210502A001

3

Next

Figure 7: Add additional information: Cash

#### 2.1.8 Made Payment

1. Write the amount of cash
2. If there is an exchange, it will be showed
3. Click in **Pay**

the process will be finished and the user will redirected to **Invoice List** page.

---

## Made Payment

---

Amount

33.00

Payment type

Cash

Payment Method

Money ▾

Money

50 **1**

Change

17 **2**

---

**3**  
Back Pay

---

Figure 8: Made Payment

2.1.9 Show sell invoice

### 3 Product

#### 3.1 Product List

3.1.1 Access to the module

1. From the left menu, click in **Products**
2. From the left submenu, click in **Products List**
3. The page will be showed.

Here there are some action that can be done with the items in the grid such as: *search, edit, delete and print* .



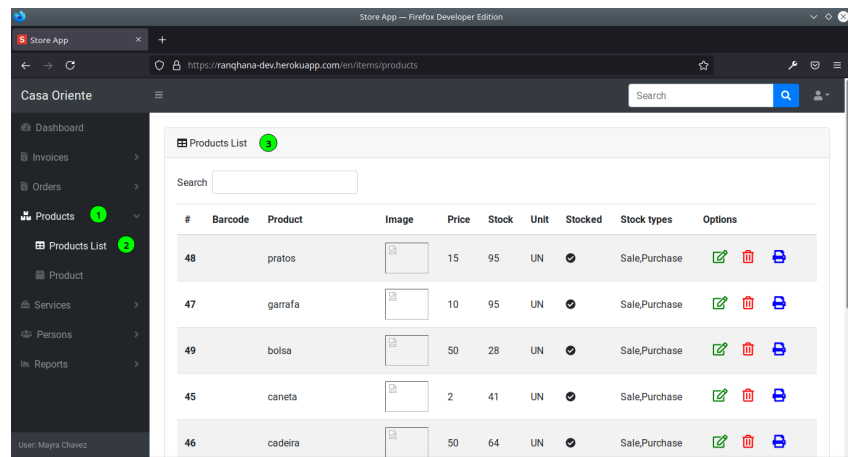


Figure 9: Access to the module: Product List

### 3.1.2 Search product

1. Write the product name or part of that and it will be searched automatically.

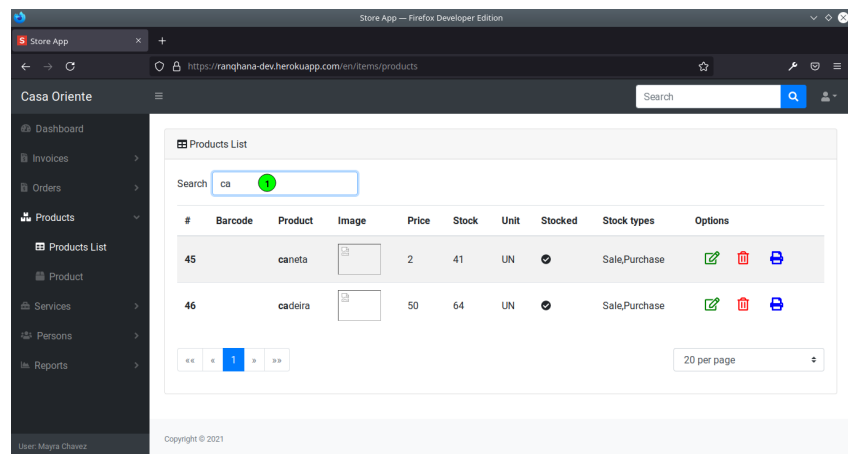



Figure 10: search product

### 3.1.3 Delete product

1. Find the product to delete.
2. Click in .

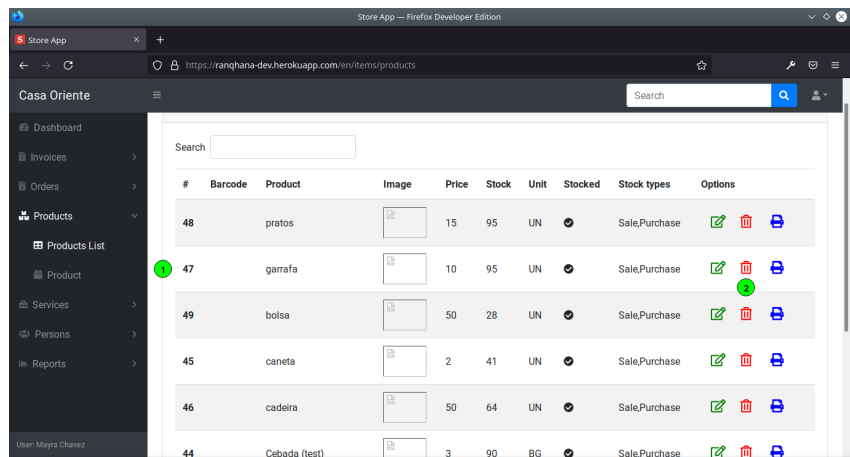


Figure 11: delete product

- Click in **yes** to confirm the delete; otherwise, Click in **cancel** to abort the process.

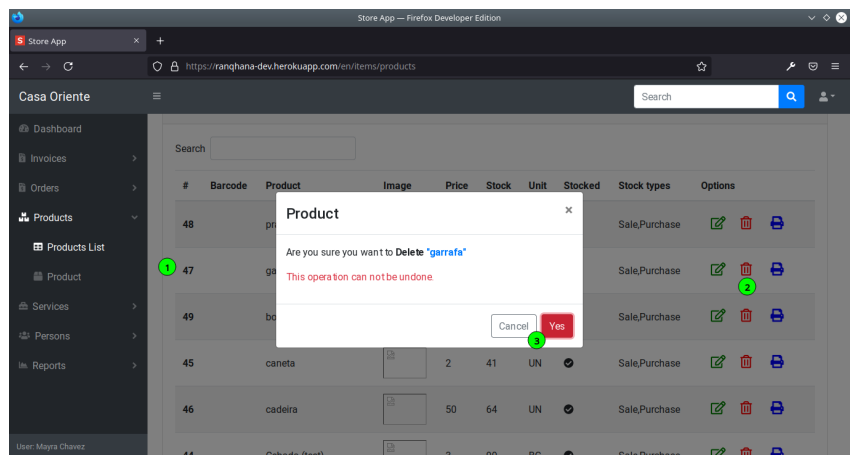



Figure 12: delete product: popup

### 3.1.4 Update/Edit product

- Find the product to edit.
- Click in .

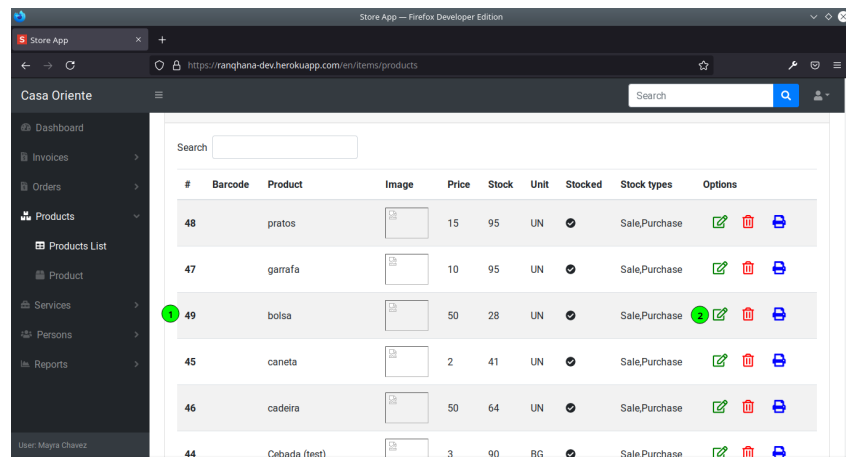


Figure 13: update/edit product

### 3.2 Product Form

### References