

Recycle Bin

Inventory Manager

Detail

UPC Click this field to enter a new item.Code Desc. Size Weight Quantity Receive # Cost = \$ 0.00Price = \$ 0.00Category Supplier 1 Supplier 2 Supplier 3 ☐ Tax 1 ☐ Tax 2 ☐ UnavailableLast Sale Last Received Reorder @ Picture

Clear

Save

Find ☐ Desc☐ Code☒ UPC

CODE	DESC	...	PRICE	CATEGORY
MTUT-CALC	Math Tutor Calculus1 & 2 - 2 DVD Set	18	27.50	DVD
MTUT-1-7	Math Tutor 1st - 7th Grade	30	27.50	DVD
MTUT-AL	Math Tutor Algebra 1 & 2 - 2 DVD Set	19	28.75	DVD
3202 559		12	9.99	BLANK MEDIA
MATHCO		12	-5.00	DISCOUNT

Hold **Ctrl** and **Click** any item you need in the group

Less

View Pic (F12)

Groups

Labels

Delete



Recycle Bin

Inventory Manager

Type Text Here

UPC 733792645295 (EAN/UPC/GTIN Barcode)

Code MTUT-CALC

Desc. Math Tutor Calculus1 & 2 - 2 DVD Set

Size

Weight

Quantity 18

Receive #

Cost 11.00 = \$ 198.00

Price 27.50 = \$ 495.00

Category DVD

Supplier 1 MathTutorDVD.com

Supplier 2 Data Virtue

Supplier 3



Tax 1

☐ Tax 2☐ Unavailable

Last Sale 6/24/07

Last Received 4/29/07

Reorder @ 2

Picture

Clear

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3202 5594	Memorex DVD	12	9.99	BLANK MEDIA
MATHCOMBO	Math Video	12	-5.00	DISCOUNT

Click Here

Less

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3202 5594	Memorex DVD-R 8X 5 Pk	12	9.99	BLANK MEDIA
MATHCOMBO	Math Video	12	-5.00	DISCOUNT

Click Here

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3202 5594	Memorex DVD-R 8X 5 Pack	12	9.99	BLANK MEDIA
MATHCOMBO	Math Video Combo Discount	12	-5.00	DISCOUNT

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When the items you need are selected **Click** the **Groups** button

Less

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Inventory Groups

Click Add to create the new group

Add

Remove

Close

Less

View Pic (F12)

Groups

Labels

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Inventory Groups

Input

?

Provide a unique group name:

ma

OK

Cancel

Close

Less

View Pic (F12)

Groups

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Delete

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MATHCOMBO	Math Video Combo Discount	12	-5.00	DISCOUNT

Inventory Groups

math combo

Add

Remove

When you are finished Click
Close

Close

Less

View Pic (F12)

Groups

Labels

Delete



Recycle Bin

Inventory Manager

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Picture

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Find

Desc

Code

Now to demonstrate the new group on an invoice

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3202 5594	Memorex DVD-R 8X 5 Pack	12	-5.00 DISCOUNT
MATHCOMBO	Math Video Combo Discount		

Less

View Pic (F12)

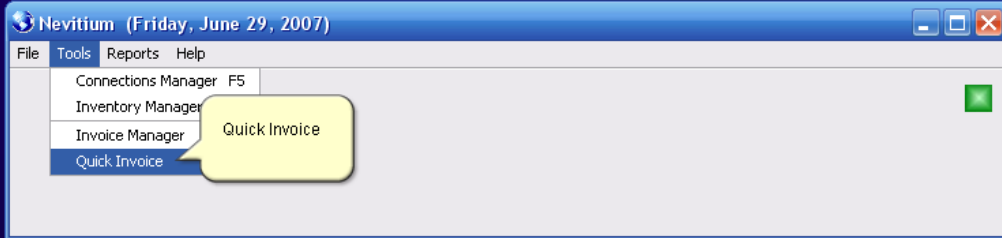
Groups

Labels

Delete



Recycle Bin



Type Text Here

Invoice / Quote

Bill To:

S A L E

Date: 06/29/07

Invoice # I10000

QTY 1

UPC gr

Calculate Weight

Misc Item

Type **grp=math combo** (the name of the group we just created) & Press ENTER

QTY	CODE	Unit	Tax 1	Tax 2	Total
-----	------	------	-------	-------	-------

Remove Item(s)

Print Quote

Tax 1 0.00

Tax 2 0.00

Item Total 0.00

Grand Total 0.00

Recalculate

Message: Thank You!

0

☒ Take Payment

Post

Hold

Close



Invoice / Quote

Bill To:

S A L E

Date: 06/29/07

Invoice # 110000

QTY 1 UPC ☒ UPC ☐ Code

Calculate Weight

Misc Item

QTY	CODE	Description	Unit	Tax 1	Tax 2	Total
1	MTUT-CALC	Math Tutor Calculus1 & 2 - 2 DVD Set	27.50	<input checked="" type="checkbox"/>	<input type="checkbox"/>	27.50
1	MTUT-1-7	Math Tutor 1st - 7th Grade	27.50	<input checked="" type="checkbox"/>	<input type="checkbox"/>	27.50
1	MTUT-ALG2	Math Tutor Algebra 2 2-DVD Set	28.75	<input checked="" type="checkbox"/>	<input type="checkbox"/>	28.75
1	MATHCOMBO	Math Video Combo Discount	-5.00	<input type="checkbox"/>	<input type="checkbox"/>	-5.00

We can see that everything from our new group is added to the invoice

Remove Item(s)

5.86

0.00

Item Total 78.75

Grand Total 84.61

Print Quote

Recalculate

Message: Thank You!

☒ Take Payment

Post

Hold

Close

4



Recycle Bin