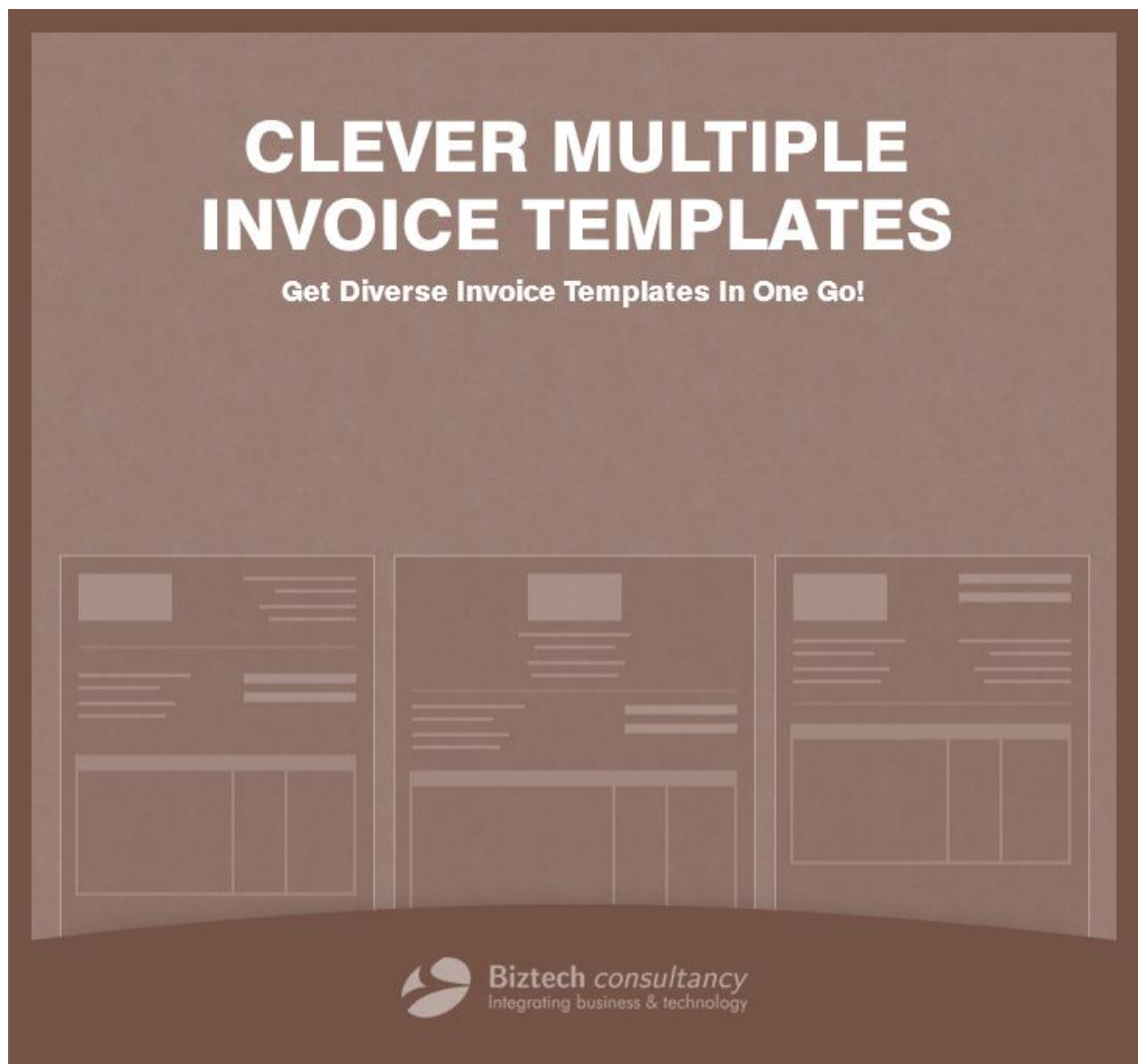


## USER GUIDE



### Clever Multiple Invoice Templates

#### Compatibility:

Odoo 8.x, 9.x

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## 1. Introduction

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Biztech is introducing an exclusive app to manage Order Invoices and to make them more impressive. Clever Multiple Invoice Templates app will assist you to maintain your invoices in a superior way. Admin can set layout of the invoice in multiple ways. There are inbuilt 6 types of invoices for the references. Admin can manipulate it the way required. Admin can view Payment History in the invoice to keep a check of order details. Admin can manipulate multiple fields of the invoices with Clever Multiple Invoice Templates. Admin can choose different colors with Color Picker. With Clever Multiple Invoice Templates you can print duplicate bills with the prior Duplicate Header. Admin can also set different templates for different customers.

## 2. Pre-requisites

---

Following points must be followed before starting the Plugin installation:

- You should login as an Admin in Odoo.
- Check that your Odoo Instance is compatible for Clever Multiple Invoice Templates.
- An e-commerce module should be present in your instance to use this app.

## 3. Installation

---

**Step 1: Download and extract the zip file.**

**Step 2: Check your Odoo add-ons path.**

- It should be same as defined in OdooConfig file.
- Config files are mostly saved in /etc folder. For e.g. /etc/odoo.conf
- Open Config file:
  - Give the command: `sudo/etc/odoo.conf`
  - Config file content: `addons_path = /opt/odoo/addons`

**Step 3: Open Terminal and go to download location**

- For e.g. if the download location path is : /home/odoo/Downloads then the command to be written in the terminal would be:  
`cd/home/odoo/Downloads`

**Step 4: Copy download modules to addons path**

- Give the below mentioned commands to perform copy operation:

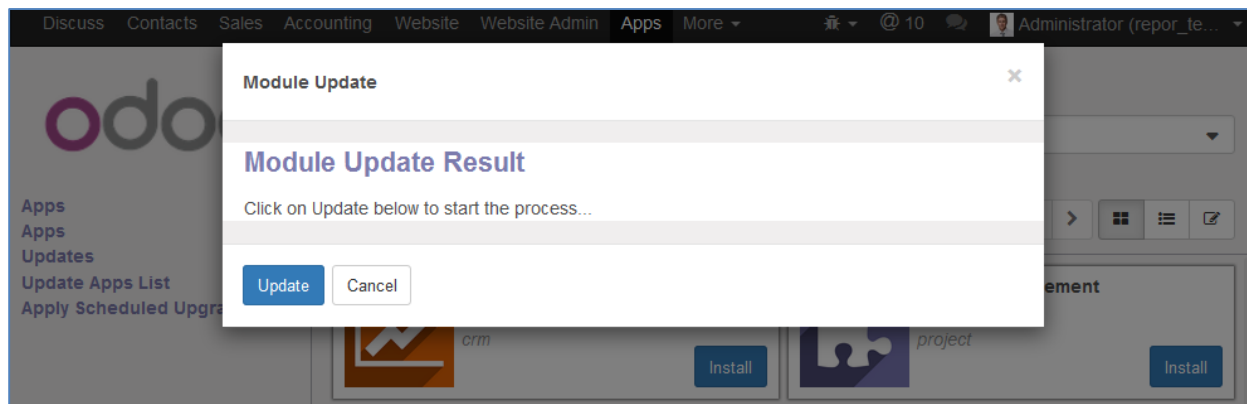
- `$cd /home/odoo/Downloads/biztech_report_template`
- `$cd v8`
- `$sudocp biztech_report_template/opt/odoo/addons`

#### Step 5: Restart Odoo server

#### Step 6: Login with the admin credentials in your Odoo instance.

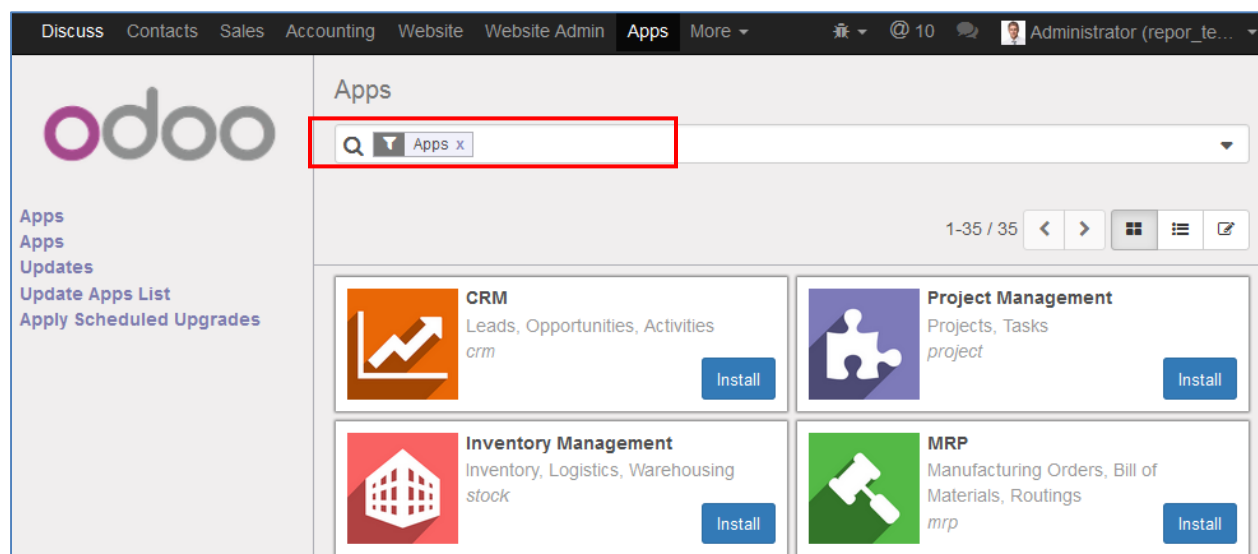
#### Step 7: Go to Apps/Update Apps List.

- Click on “Update” button.

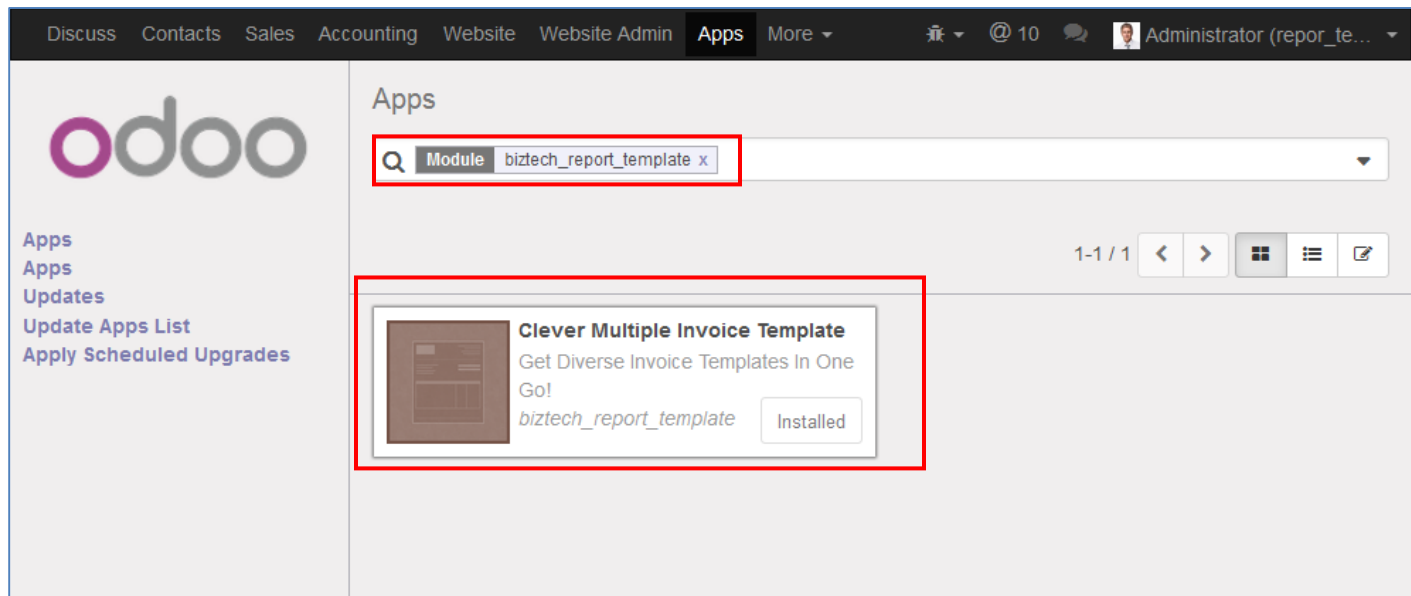


#### Step 8: Go to Apps

- Remove search filter



- Enter module name in the search box provided in the top right corner of the page. For e.g. here write “biztech\_report\_template”.
- Click on install button.



## 4. Plugin Configuration

---

### Step 1: Configuring Invoice Template

- Go to Settings -> Companies.
- Select Your Company and click on **Report Configurations**. Click on **Edit to Edit the Template**.

### Step 2: Set the Custom Footer

- To set Custom Footer Enable **Custom Footer**.
- Add the required Footer in **Report FooterBox**.
- Select the Paper Format as required.

### Configuration

**Custom Footer**  
**Report Footer**

☒

Phone: +1 555 123 8069 | Email: info@yourcompany.example.com |  
Website: http://www.example.com


**Paper format**


US Letter

▼ 

### Step 3: Set Default Report Settings

### Default Report Settings

**Report Logo**  


**Default Invoice Template**  
Contemporary ▼ 

**Template Base Color**  
#A24689


**Template Text Color**  
#120AFF

**General Text Color**  
#000000

**Company Name Color**  
#4D4D4F

**Company Address Color**  
#4D4D4F

**Display Company Name in Bold**  
☒

**Report Watermark Logo**  


**Table Odd Parity Color**  
#FFFFFF

**Table Even Parity Color**  
#E6E8ED

**Customer Name Color**  
#4D4D4F

**Customer Address Color**  
#4D4D4F

**Display Product Description**  
☒

**Display Customer Name in Bold**  
☒

- **Report Logo:** Set the Report Logo for the Invoice.
- **Default Invoice Template:** Set the Invoice Template from following 6 Options.
  - Contemporary
  - Elegant
  - Creative
  - Professional
  - Advanced
  - Exclusive
- **Template Base Color:** Set the Template Base Color for the Invoice.
- **Template Text Color:** Set the Template Text Color for the Invoice.
- **General Text Color:** Set the General Text Color for the Invoice.
- **Company Address Color:** Set the Company Address Color for the Invoice.
- **Report Watermark Logo:** Set Watermark for the Invoices.
- **Table Odd Parity Color:** Set Table Odd Parity Color for the Invoices.
- **Table Even Parity Color:** Set Table Even Parity Color for the Invoices.
- **Customer Name Color:** Set the Customer Name Color for the Invoice.
- **Customer Address Color:** Set the Customer Address Color for the Invoice.
- **Display Product Description:** Enable Display Product Description to display product description on invoice.
- **Display Customer Name in Bold:** Enable Display Customer Name in Bold to display Customer Name in Bold.
- **Display Company Name in Bold:** Enable Display Company Name in Bold to display Company Name in Bold.
- **Admin can choose any color for the editable text fields with the color picker**

### Default Report Settings

Report Logo



Report Watermark Logo



Default Invoice Template

Contemporary

Table Odd Parity Color

#FFFFFF

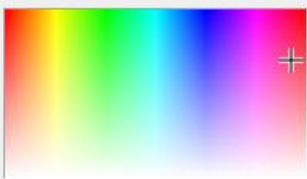
Template Base Color

#A23153

Table Even Parity Color

#E6E8ED

Template Text Color



Name Color

#4D4D4F

General Text Color

Address Color

#4D4D4F

Company Name Color

Product Description

☒

Company Address Color

Customer Name in Bold

☒

Display Company Name in Bold

☒

**NOTE: Watermark feature is not provided for Odoo v8.0**

## Step 4: Setting different Template for Customer

- Go to Sales ->Customers.
- Select the Customer you want to set Template for and click on **Report Configurations**.  
Click on **Edit to Set the Template**.
- Click on **Invoice Template** and choose from multiple templates to set for specific customer.

The screenshot shows a software interface for managing customers. At the top, there's a header with "Customers / Camptocamp" and navigation buttons like "Save" and "Discard". Below this, the customer profile for "Camptocamp" is displayed. The profile includes a logo, contact information (address, phone, mobile, fax, email, website), and a list of tags. A dropdown menu for "Invoice Template" is open, showing options: Advanced, Contemporary, Creative, Elegant, Exclusive, and Professional. The "Contemporary" template is currently selected.

Customers / Camptocamp

Save Discard 2 / 6

camp to camp  
INNOVATIVE SOLUTIONS BY OPEN SOURCE EXPERTS

Individual Company

**Camptocamp**

Address: 93, Press Avenue  
demo  
Le Bourget du State 73377  
France

Website: http://www.camptocamp.com

Phone: +33 4 49 23 44 54  
Mobile:  
Fax:  
Email: camptocamp@yourcompany.example.  
Language:  
Tags: Partner / Gold Services

Contacts & Addresses

Invoice Template

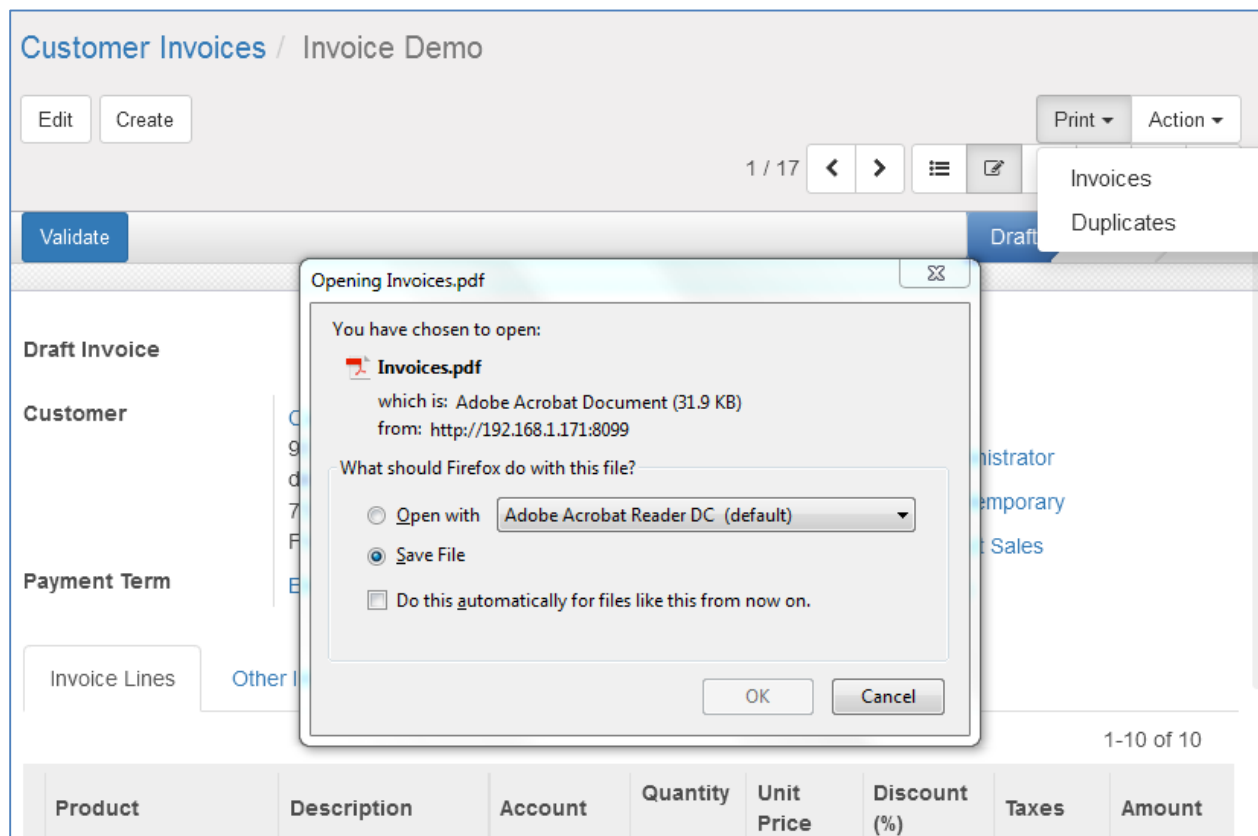
Advanced  
Contemporary  
Creative  
Elegant  
Exclusive  
Professional

Invoice Template: Contemporary

## Step 5: Printing the Invoice

- Go to Accounting -> Customer Invoices.
- Select any Invoice that you need to print.
- Click on Print / Duplicate to print the invoice.





## 5. Technical Support

We accept all kinds of Odoo queries and provide customized OdooSolution, focusing on distinct business requirements!

We provide all technical support! Get in touch filling in our online message form to contact our support team or shoot us an email at

[support@biztechconsultancy.com](mailto:support@biztechconsultancy.com)

**Your IT Partner, With You Anytime, Anywhere!**

## 6. About of Biztech Consultancy

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We simplify your business, by offering unique business solution in digital web and IT landscapes.

**Our core expertise includes**



### Odoo Expertise

We are Odoo specialist!

Whether it is

- Odoo Customization
- Odoo apps development
- Odoo support and maintenance
- Theme development

**We offer reliable and best solutions!**



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[support@biztechconsultancy.com](mailto:support@biztechconsultancy.com)

[sales@biztechconsultancy.com](mailto:sales@biztechconsultancy.com)

[www.biztechconsultancy.com](http://www.biztechconsultancy.com)