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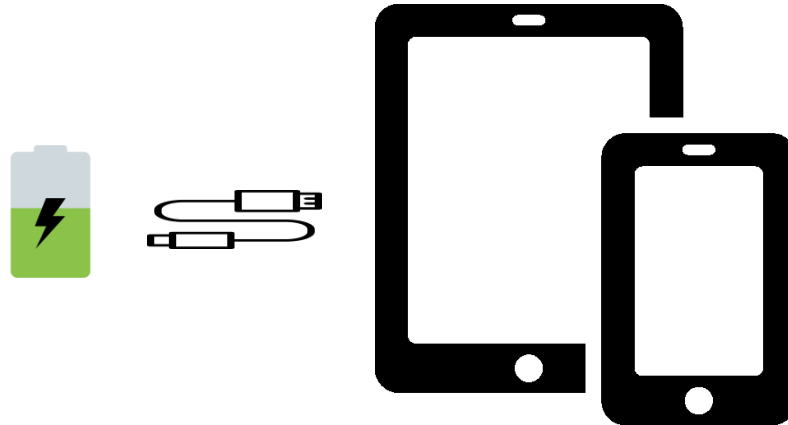
**GST Genie – R**  
**Android Tablet Application**  
*Quick Start Guide*  
Version 1.0

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## 1 Taking care of your device

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Always keep your device charged. Plug in the charger for at least 2 hours.



## 2 Login

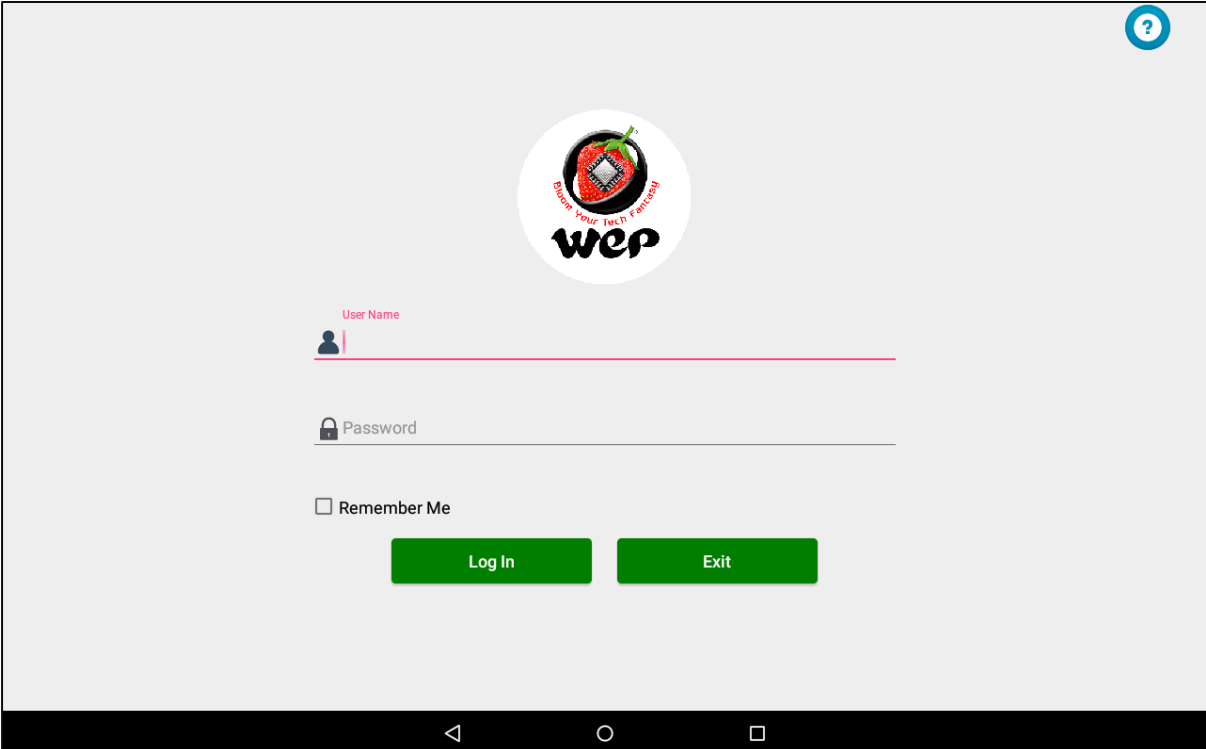
Login to system for the first time using default credentials.

Default Credentials are:

**Username: admin**

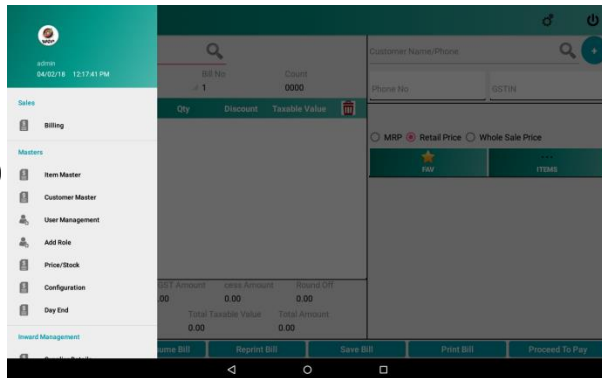
**Password: admin**

And click on “Log in” button

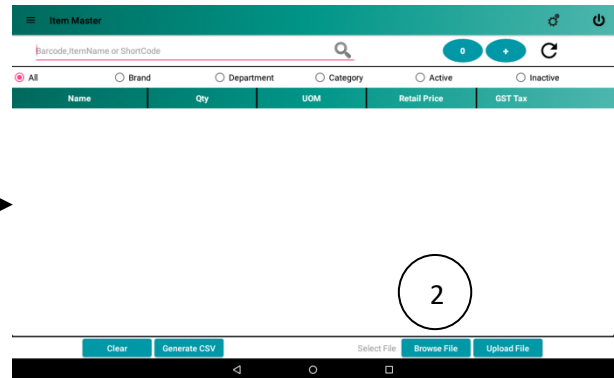
A screenshot of a mobile application's login screen. At the top right is a blue circular help icon with a white question mark. In the center is a circular logo featuring a red strawberry with a black chip on it, surrounded by the text 'Beep Your Tech Partnership' and 'wep' in a stylized font. Below the logo are two input fields: the first is labeled 'User Name' in red text and has a person icon; the second is labeled 'Password' in grey text and has a lock icon. Below these fields is a checkbox labeled 'Remember Me'. At the bottom are two green buttons: 'Log In' and 'Exit'. The screen has a light grey background and a black Android-style navigation bar at the very bottom.

On successful login you will be redirected to billing screen.

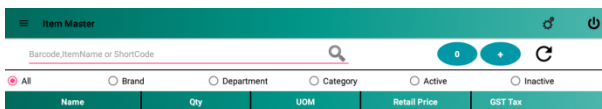
### 3 Add Items - From CSV File



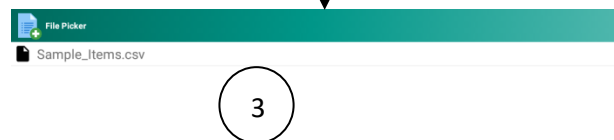
Navigate to item master



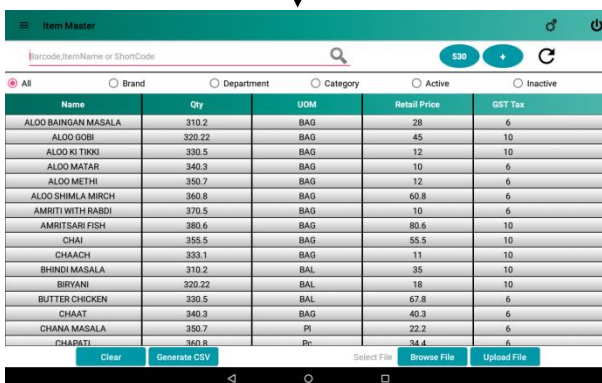
Click to browse file to open file picker



Now click on upload file



Navigate to the file location and click on the CSV file



All the items in CSV are now saved into database

## 4 Add Items - Manually

**1** Navigate to item master

**2** Click on add button to add a new item

Item is added into database

Fill all the details

**Item Master**

Barcode/ItemName or ShortCode

All Brand Department Category Active Inactive

Name	Qty	UOM	Retail Price	GST Tax
Casual shoes	670	PRS	899	6

**Add New Item**

**Item Information**

Barcode	Item Short Name*	Item Long Name	Short Code
	Casual shoes		

UOM\* PAIRS (PRS) Brand Puma Department Footwears Category Casuals

Retail Price\* 999

Whole Sale Price 799

Qty 670 HSNCode 10.01 Discount Amount 100.00

**GST Tax Rates**

CGST Rate	SGST Rate	IGST Rate	cess Rate
3	3	6.00	0

**Image & Status**

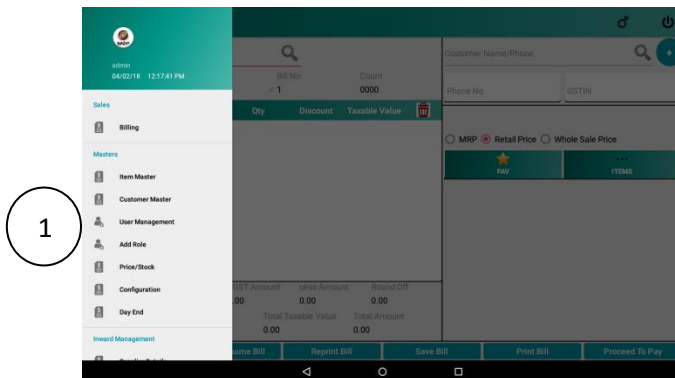
Browse Image Fav Active

Save Clear Close

For using barcode of an item, user needs to configure barcode scanner to add line feed suffix. See Details in Section xxxx of User Manual.

**Warning:** Without line feed user won't be able to add an item directly into order list after scanning barcode rather, it will show the item in barcode search results and user has to select the item from there.

## 5 Add a New User



Click on User Management

S.No	Name	Role	State
1	admin	Manager	Active

Fill all the details and click on submit

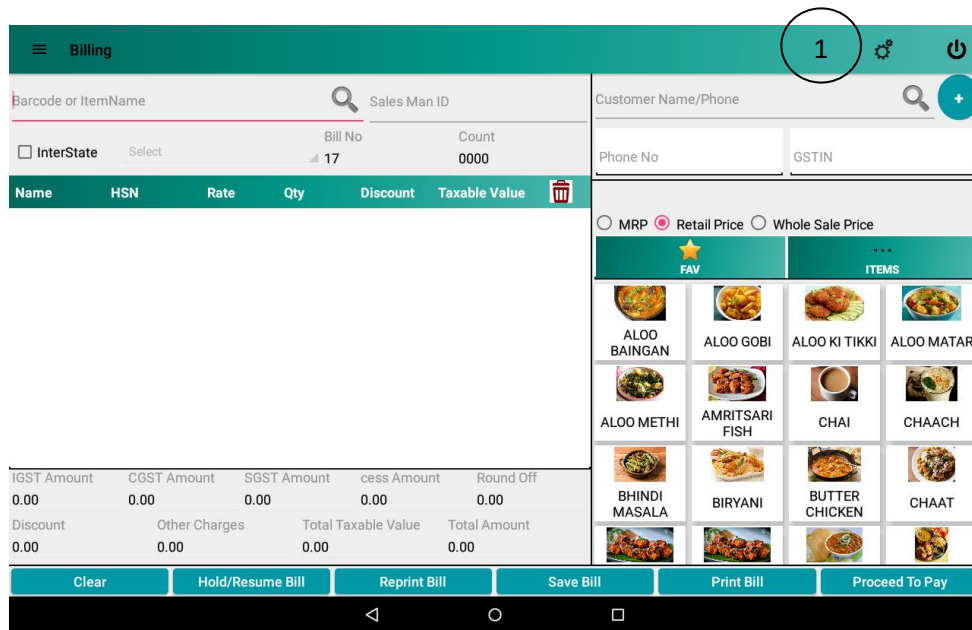
S.No	Name	Role	State
1	admin	Manager	Active
2	Sachin Verma	Manager	Active

User is added in the list

For using Sales Man ID go to Settings > Others > Enable Sales Man ID Display and to make the field editable choose Role > Sales Man in user management screen while adding a new user. See Details in Section xxxx of User Manual.

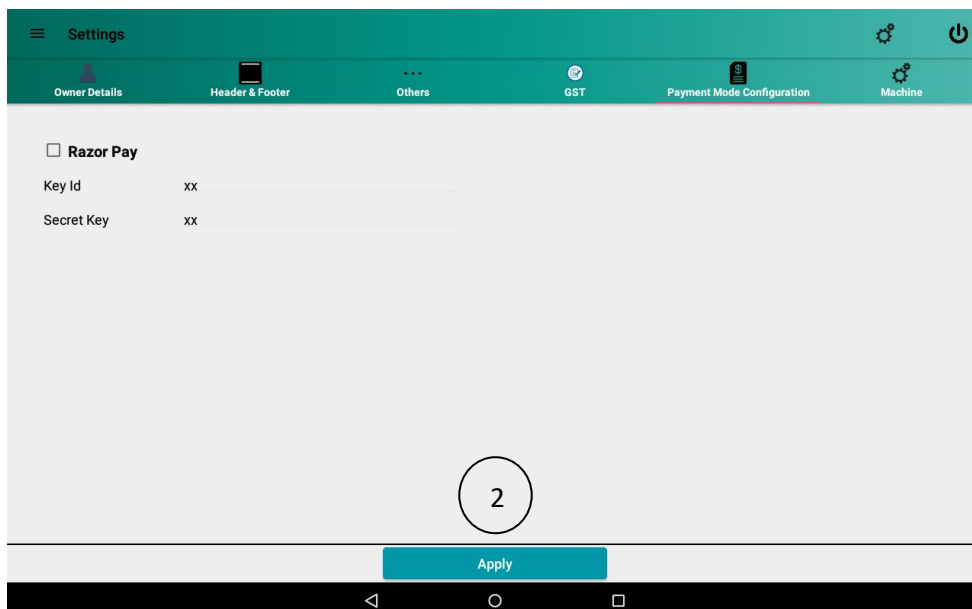
## 6 Payment mode configuration

User can configure Key Id & Secret Key for enabling the ability to make payments through Razor Pay. To generate Key Id & Secret Key, user needs to register on Razor Pay website. To register [Click Here](#) or visit <https://razorpay.com/>



The screenshot shows the 'Billing' app interface. At the top, there's a teal header with a menu icon, the title 'Billing', and a settings icon circled in red with the number '1'. Below the header, there are search bars for 'Barcode or ItemName' and 'Sales Man ID'. To the right, there are fields for 'Customer Name/Phone', 'Phone No', and 'GSTIN'. Below these, there are radio buttons for 'MRP', 'Retail Price' (selected), and 'Whole Sale Price'. A grid of food items is displayed, including Aloo Baingan, Aloo Gobi, Aloo Ki Tikki, Aloo Matar, Aloo Methi, Amritsari Fish, Chai, Chaach, Bhindi Masala, Biryani, Butter Chicken, and Chaat. At the bottom, there's a table with columns for 'Name', 'HSN', 'Rate', 'Qty', 'Discount', and 'Taxable Value'. Below the table, there are fields for 'IGST Amount', 'CGST Amount', 'SGST Amount', 'cess Amount', and 'Round Off', all showing '0.00'. There are also fields for 'Discount', 'Other Charges', 'Total Taxable Value', and 'Total Amount', also showing '0.00'. At the very bottom, there are buttons for 'Clear', 'Hold/Resume Bill', 'Reprint Bill', 'Save Bill', 'Print Bill', and 'Proceed To Pay'.

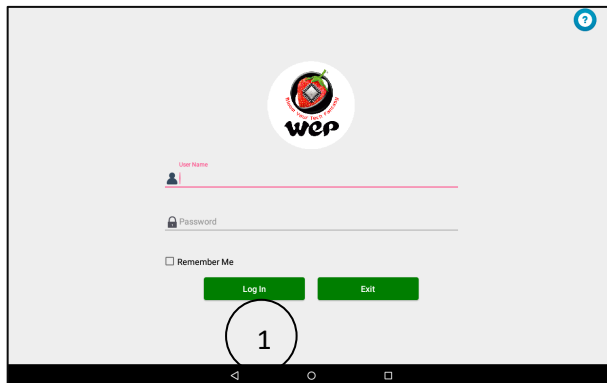
Click on Settings



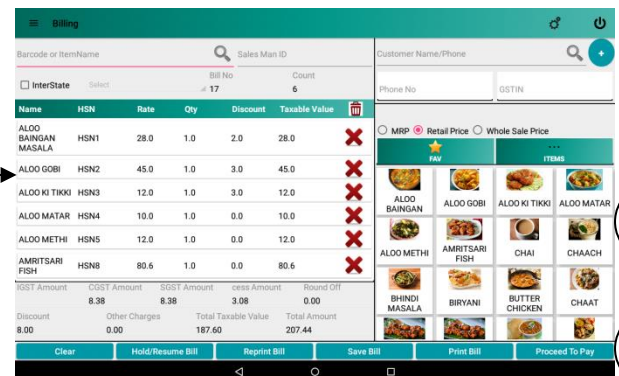
The screenshot shows the 'Settings' app interface. At the top, there's a teal header with a menu icon, the title 'Settings', and a settings icon. Below the header, there are tabs for 'Owner Details', 'Header & Footer', 'Others', 'GST', 'Payment Mode Configuration' (selected), and 'Machine'. Under the 'Payment Mode Configuration' tab, there's a section for 'Razor Pay' with a checkbox. Below this, there are fields for 'Key Id' and 'Secret Key', both showing 'xx'. At the bottom, there's a button labeled 'Apply' circled in red with the number '2'.

Get Key Id and Secret Key from Razor Pay website once you register then enter it here and click on Update button

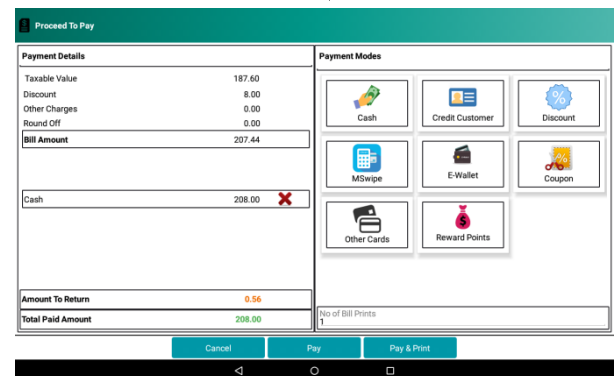
## 7 Billing Screen



Login into the application



Select items for order from item's list and then click on Proceed to Pay



Choose a payment option and then click on Pay to save the bill and click on Pay & Print to save and print the bill as well



## 8 Making payments

**Proceed To Pay**

Payment Details	
Taxable Value	187.60
Discount	8.00
Other Charges	0.00
Round Off	0.00
<b>Bill Amount</b>	<b>207.44</b>
<b>Amount To Return</b>	<b>0.00</b>
<b>Total Paid Amount</b>	<b>0.00</b>

**Payment Modes**

Cash

Credit Customer

Discount

MSwipe

E-Wallet

Coupon

Other Cards

Reward Points

No of Bill Prints  
1

Cancel

Pay

Pay & Print

Our application provides various ways to make payments

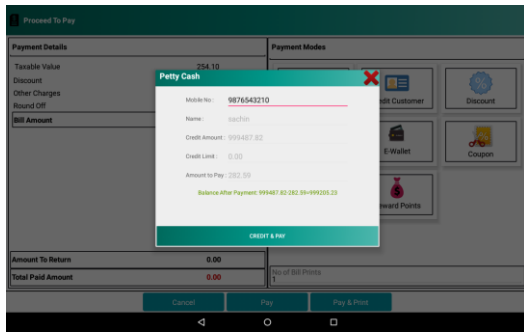
### Card Payments

Make payment through other cards. Making payments through MSwipe will be coming soon.

### Wallet Payments

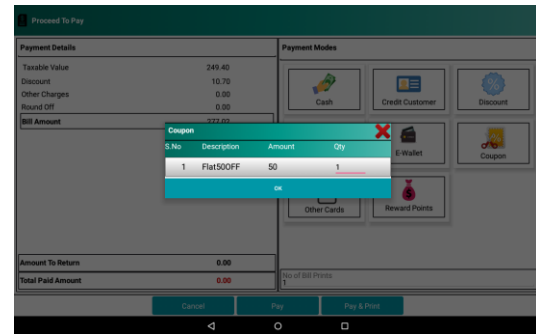
Our application supports many different wallets through which user can make payments. Before you start making payments, make sure to get enrolled yourself on Razor Pay website and configure it on Payment mode configuration. (To see details go to section xxxx of user manual)

### Credit Customer



**Pay through customers' credited amount.**

### Discounts & Coupons



**User can avail his customer with amazing and exciting discounts and coupons. To configure discounts and coupons. (To see details go to section xxxx & xxxx in User Manual)**

## 9 Support

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Give us a call on our toll free number: 1800 425 4453

Or you can drop us a mail on our email id: [gst.support@wepdigital.com](mailto:gst.support@wepdigital.com)

For more information visit us at: [www.wepdigital.com](http://www.wepdigital.com)