
GST Genie – R

Android Tablet Application

User Manual

Version 1.0



WeP Solutions Limited

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1. Login Screen

Login Screen is the first screen, when application launches. User can login the application by entering valid credentials. Default Login credential are:

Username: admin

Password: admin

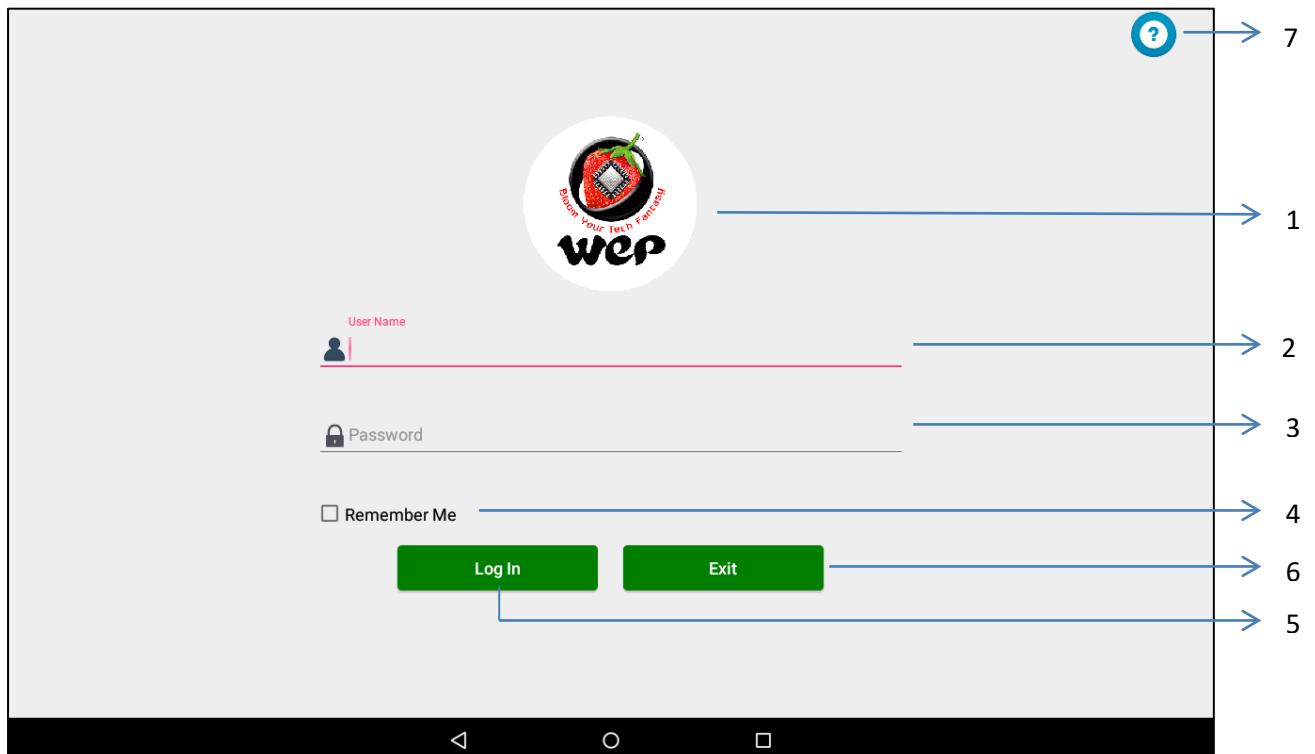


Figure 1: Login Screen

Label	Field	Description
1	WeP Logo	Click on WeP logo to get information about the application like app version and organization.
2	Username	User has to enter his username as configured in the application
3	Password	User has to enter his password relevant to his username.



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4	Remember me	If user selects remember me option then on re-launching of app, the app will automatically populate the last username used for login in username field.
5	Log in	Log in button to enter into the application if login credentials are valid.
6	Exit	To exit from the system.
7	Help	User can access Quick start guide and User manual

1.2 WeP Logo

On clicking on WeP logo, user will get all the information about the current version of application running on device and about the Organization, e.g.: WeP Solutions Limited.

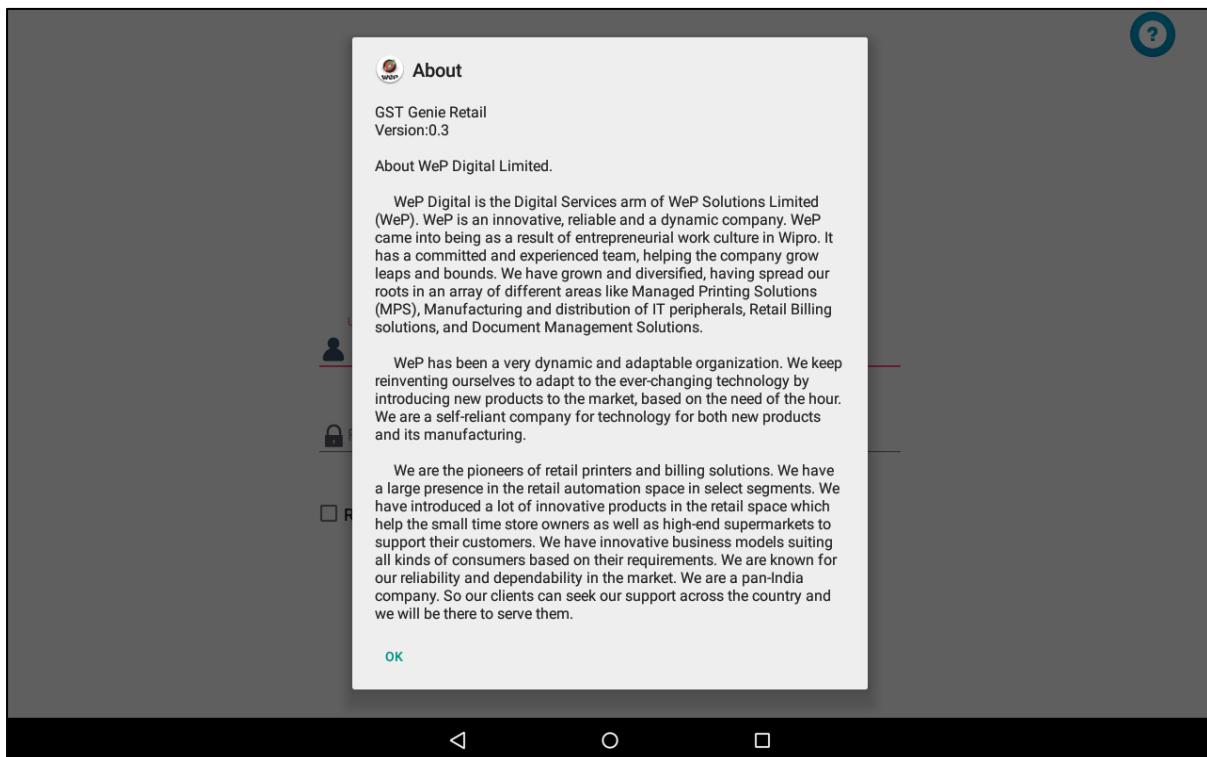


Figure 2: About



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1.3 Get Quick Start Guide & User Manual

On clicking on Help button, user can download useful documents which can help user in using the application with ease.

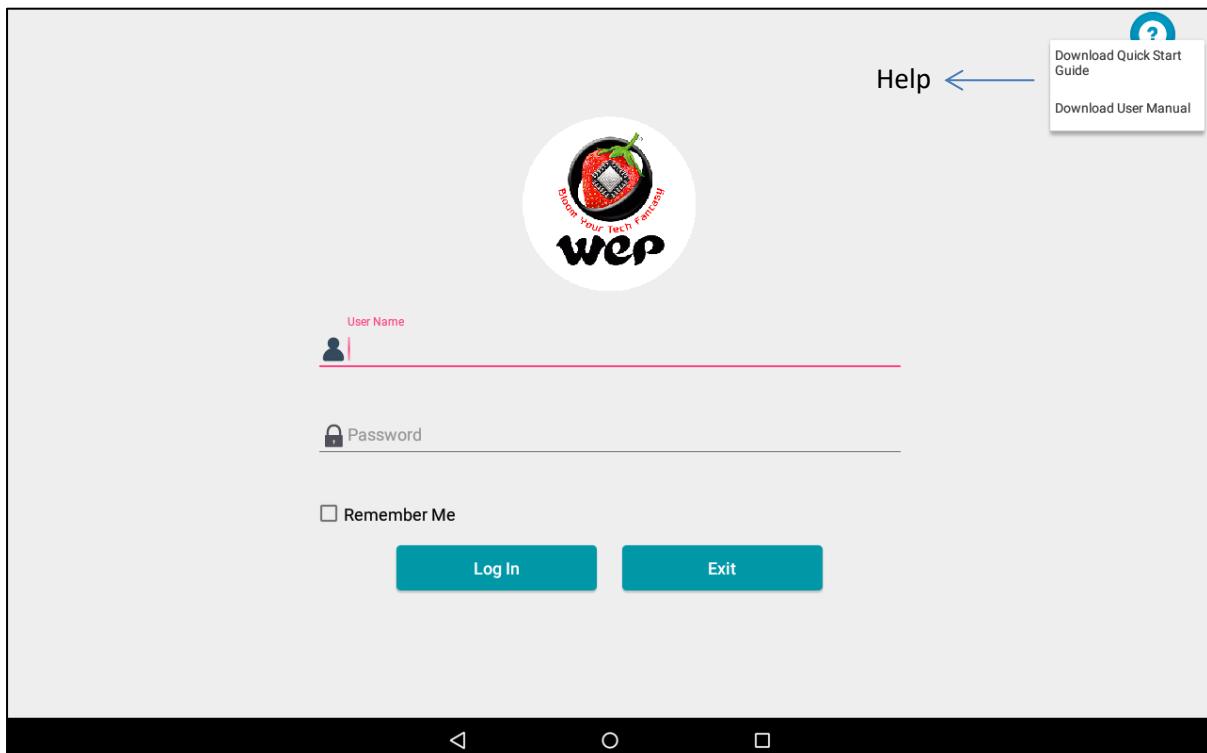


Figure 3: Download Quick start Guide & User Manual

User can access these document once download from internal memory > WeP_Retail_Documents.

1.4 Navigation Drawer and Menus

Once user logs in to the application with valid credentials, user will be navigated to the billing screen and from there user can access Navigation drawer and menus which will allow user to navigate to other modules. Modules which are restricted to particular roles will be disabled in navigation drawer.

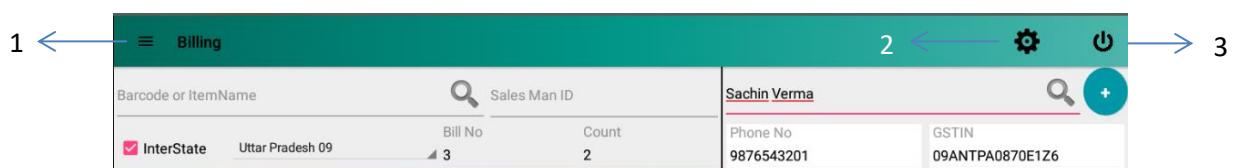


Figure 4: Menus



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Label	Field	Description
1	Navigation Drawer	It will allow user to navigate to other modules.
2	Settings	Opens up application settings. See Details in Section 12.
3	Log out	Logs out from the application.

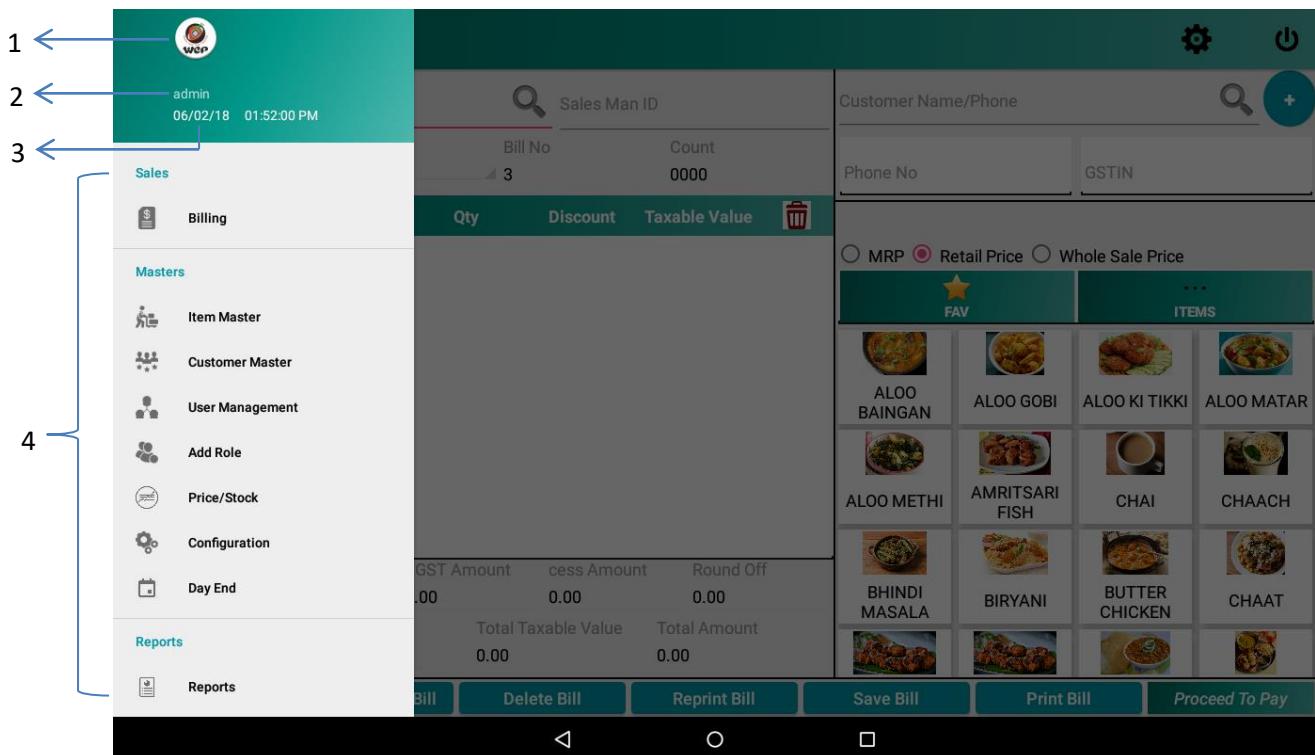


Figure 5: Navigation Drawer

Label	Field	Description
1	WeP Logo	WeP Logo.
2	User Name	Name of the user who logged into the application.
3	System Date & Time	System Date & Time
4	Modules	Various modules.



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2. Billing Screen

Billing module provides user to make bills and payments for the bill generated. It also allows user to add a new customer while billing itself.

The screenshot shows the WeP Billing application interface. The main area displays a list of items with their details (Name, HSN, Rate, Qty, Discount, Taxable Value) and a delete icon. To the right is a sidebar for customer information (Name, Phone No, GSTIN) and a grid of food items with small images. At the bottom are buttons for Clear, Hold/Resume Bill, Delete Bill, Reprint Bill, Save Bill, Print Bill, and Proceed To Pay.

Label	Field	Description
1	Name	Customer's name. User can also search his customer through his name & mobile number. If any record exists of the customer corresponding to that name or mobile number the data in fields 1, 2 and 3 will automatically be populated.
2	Mobile number	Customer's mobile number.
3	GSTIN	Customer's GSTIN.

Figure 6: Billing Screen

Label	Field	Description
1	Name	Customer's name. User can also search his customer through his name & mobile number. If any record exists of the customer corresponding to that name or mobile number the data in fields 1, 2 and 3 will automatically be populated.
2	Mobile number	Customer's mobile number.
3	GSTIN	Customer's GSTIN.



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4	Add	If no customer record exists corresponding to the name or mobile number entered then user can add a new customer by clicking on the "+" button after filling all the mandatory details of the customer.
5	MRP/Retail Price/Whole Sale Price	User can choose one price out of three to be applied while billing.
6	Favourite/Items	Allows user to switch between favourite items and all items list.
7	Items List	List of the items to be chosen by user for billing (Favourite or All Items).
8	Sales Man ID	Sales Man ID. This field will be visible only if selected enabled in Settings. See Details in Section 12.3
9	Bill number	Shows which bill number it is.
10	Barcode or Item Name	User can search for an item by its name, short code or barcode.
11	Count	Number of items in order list.
12	Interstate	If user is supplying items out of the state, then he has to check the Interstate checkbox and select the state to which he is supplying his items. <i>Note: IGST will be applied.</i>
13	Order List	The list shows the selected items that customer wants to buy. Items can be added and removed from the list before printing/paying for the bill.
14	Delete All Items	Deletes all item from order list.
15	Delete an Item	Deletes particular item from order list.
16	Clear	Clear all the details and fields from billing screen
17	Hold/Resume Bill	User can put a bill on hold and resume it again. See Details in Section 2.1.



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18	Delete Bill	Deletes the existing bill from the database by bill date and bill number. Deleting a bill requires manager's credentials. See details in Section 2.2
19	Reprint Bill	User can reprint an existing bill by the date on bill that bill has been generated & the bill number. See details in Section 2.3
20	Save Bill	Saves the bill only. In this case the payment method will be Cash by default.
21	Print Bill	Saves and Print the bill only. In this case the payment method will be Cash by default.
22	Proceed To Pay	Provide various modes of payment. e.g.: credit card, e-Wallet. See Detail in Section 3

2.1 Multiple items with same name & barcode with different MRPs

User can add two or more items having same name and barcode, but MRPs should be different. Now it will be ambiguous for user to add that item into order list through searching it by name or barcode. To remove that ambiguity and to choose the right item user can select anyone of the items from search and then application will ask the user to choose one MRP. Then user can select the required item with required MRP.



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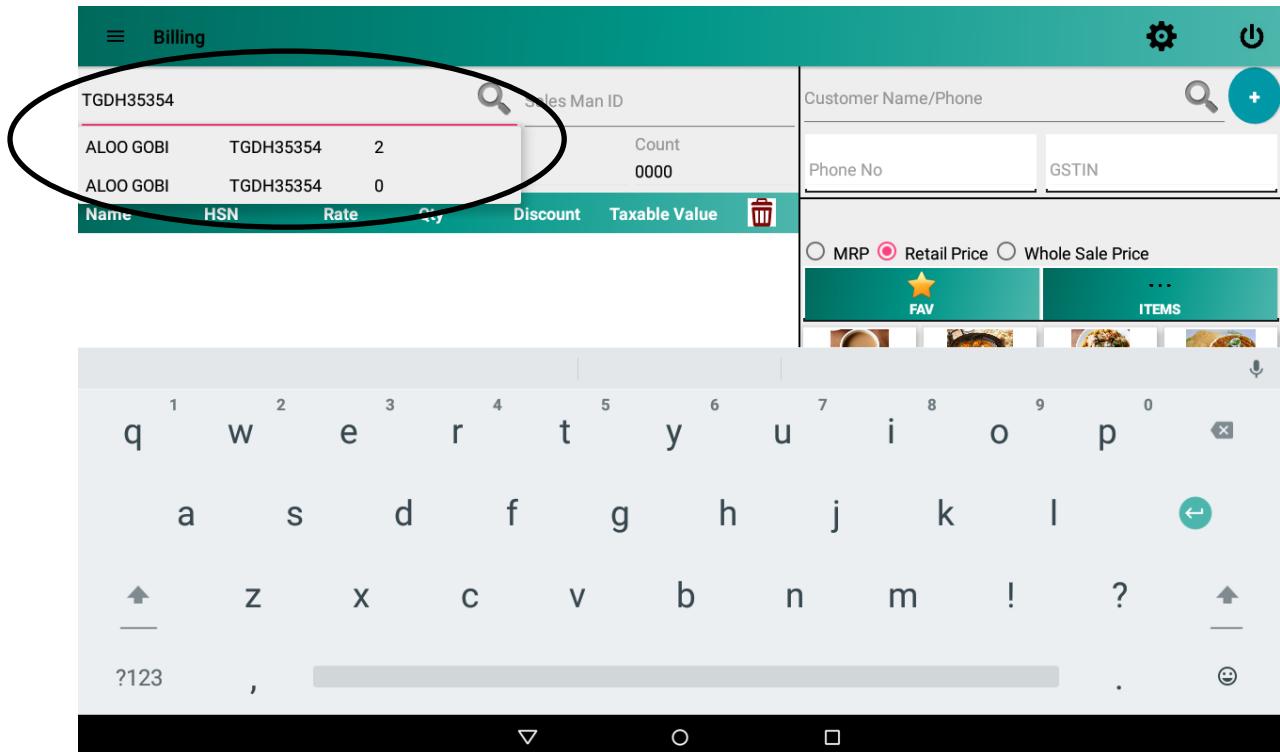


Figure 7: Multiple items with same name and barcode

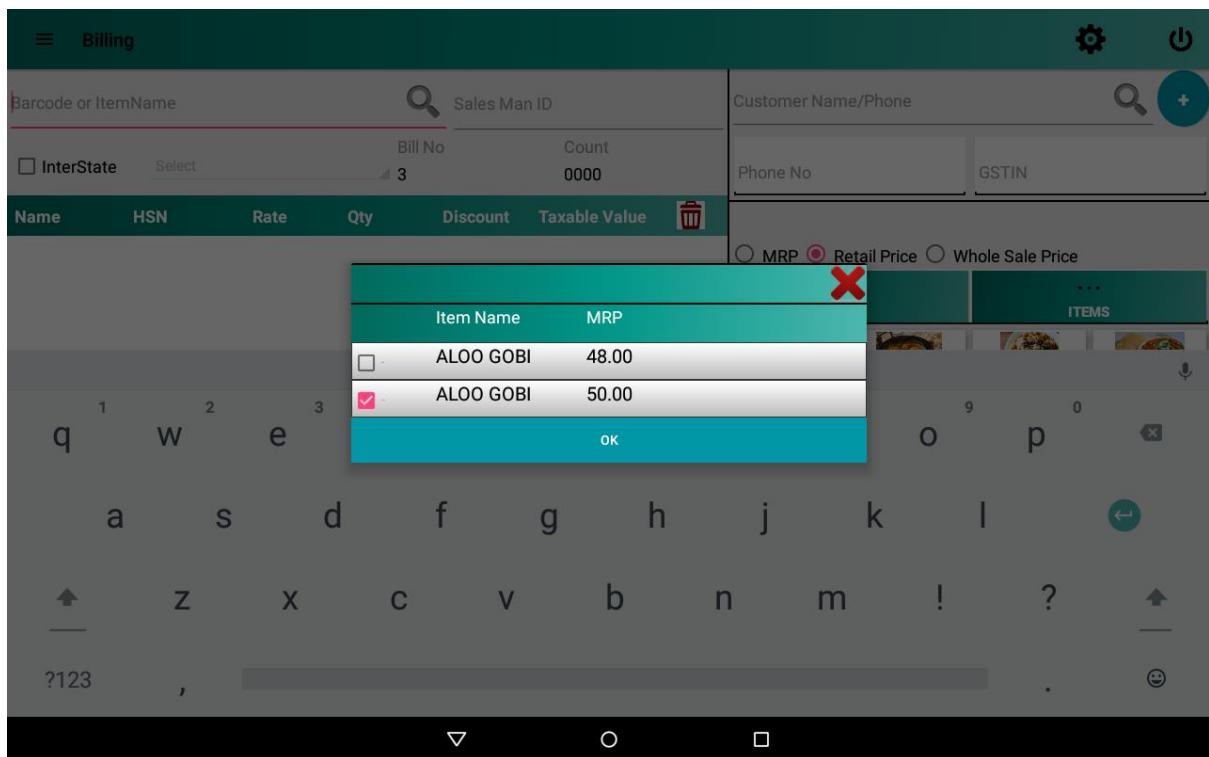


Figure 8: Select the required item with required MRP



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2.2 Hold & Resume Bill

Hold and resume bill allows user to put a bill of a customer on hold and can edit it again by resuming it.

Name	HSN	Rate	Qty	Discount	Taxable Value	
ALOO BAINGAN MASALA	HSN1	28.0	1.0	2.0	28.0	
AMRITSARI FISH	HSN8	80.6	2.0	0.0	161.2	
ALOO METHI	HSN5	12.0	1.0	0.0	12.0	
ALOO GOBI	HSN2	45.0	1.0	3.0	45.0	

IGST Amount: 7.39 CGST Amount: 5.20 cess Amount: 0.00 Round Off: 0.00

Discount: 5.00 Other Charges: 10.00 Total Taxable Value: 246.20 Total Amount: 268.78

Buttons at the bottom: Clear, Hold/Resume Bill, Delete Bill, Reprint Bill, Save Bill, Print Bill, Proceed To Pay.

Figure 9: Hold/Resume Bill

Now to check or resume a bill which was put on hold click on Hold/Resume Bill button with empty order list otherwise the current order will be put on hold.

1. First add items in order list.
2. Click on Hold/Resume button to put the order on hold



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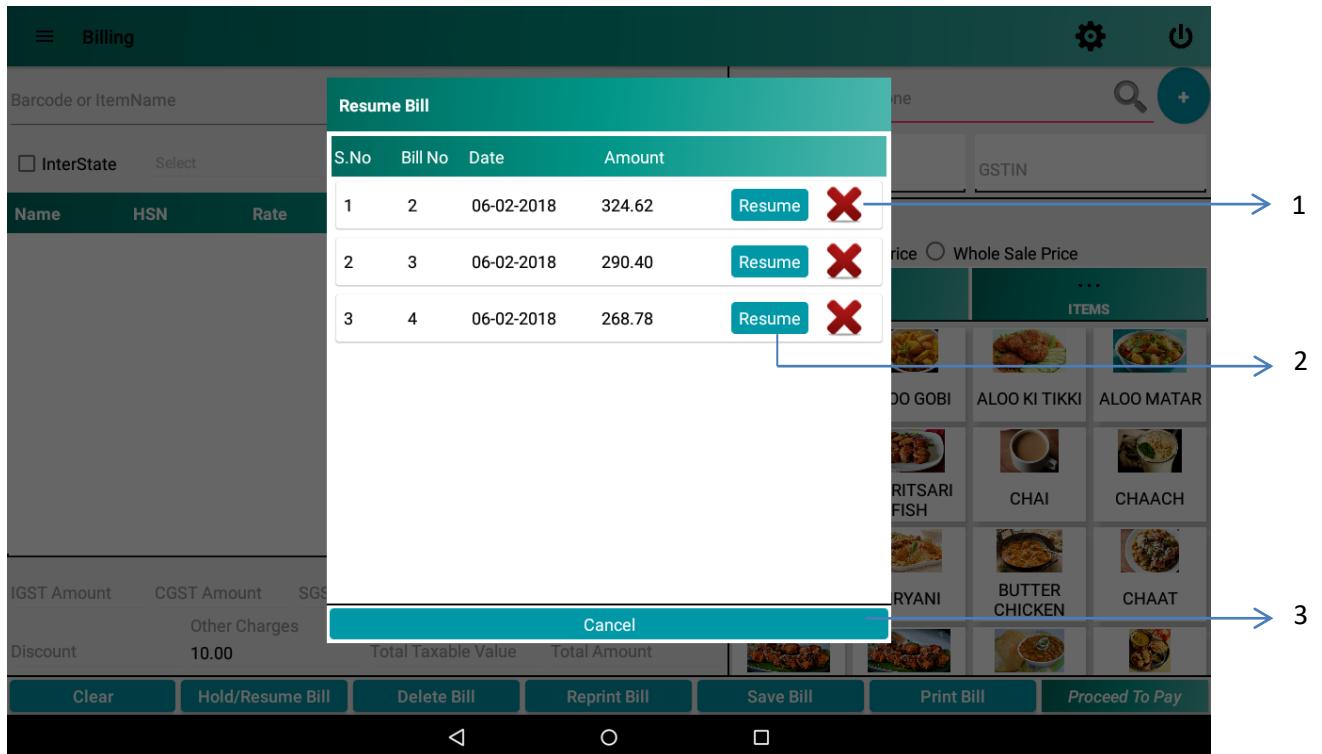


Figure 10: Orders to resume

Label	Field	Description
1	Delete	Deletes the order on hold.
2	Resume	Resumes the order on hold. User can further modify the order.
3	Cancel	Closes the screen.



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2.3 Delete Bill

To delete a bill, user has to put the bill number and the date on which the bill was made. For deleting bill user requires manager's credentials.

The interface is titled "Delete Bill". It features a "Bill Number" input field with a placeholder "Bill Number" and a "Bill Date" input field with a placeholder "06-02-2018". Below the date field is a calendar icon. At the bottom are "CANCEL" and "DELETE" buttons.

Figure 11: Delete Bill

2.4 RePrint Bill

To re-print a bill user has to put bill number and the date on which the bill was made.

The interface is titled "RePrint Bill". It features a "Bill Number" input field with a placeholder "Bill Number" and a "Bill Date" input field with a placeholder "06-02-2018". Below the date field is a calendar icon. At the bottom are "CANCEL" and "REPRINT" buttons.

Figure 12: Reprint Bill



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3. Making Payment

Payment screen allows user to receive payment by customer through various modes. e.g.: credit card, e-Wallet.

Label	Field	Description
10	Taxable Value	12.50
11	Tax Amount	0.00
12	Discount	18.50
13	Other Charges	0.00
14	Round Off	0.00
15	Bill Amount	12.50
16	Cash	5.00 X
17	Due Amount	0.00
18	Differences	7.50
19	Total Paid Amount	5.00
20	Cancel	
21	Pay	
22	Pay & Print	

The Payment Modes section contains the following icons and labels:

- Cash**: Corresponds to label 3.
- Credit Customer**: Corresponds to label 2.
- Discount**: Corresponds to label 1.
- MSwipe**: Corresponds to label 6.
- E-Wallet**: Corresponds to label 5.
- Coupon**: Corresponds to label 8.
- Other Cards**: Corresponds to label 7.
- Reward Points**: Corresponds to label 9.
- AEPS/UPI**: Corresponds to label 4.

No of Bill Prints: 1

Figure 13: Payment Screen

Label	Field	Description
1	Cash	If the amount is to be paid by cash then user can enter the cash value received by customer.
2	Credit Customer	To make payment through credit amount of that customer.
3	Discount	To apply discount that is configured in configuration. See Details in Section 9.5.
4	MSwipe Payment	Payments through cards via MSwipe machine. To avail this, user should be enrolled on mSwipe



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		website for credentials. (See Details in Section 3.3)
5	Wallet Payment	Payments through e-wallets. To avail this mode, user is required to register with Razor pay on their website to get Key Id & Secret Key. These credentials can be configured in Payment mode configuration module. (See Details in Section 3.4).
6	Coupon	To apply coupons which are configured in configuration. See Details in Section 9.6.
7	Other cards	Amount paid by card other than MSwipe machine.
8	Reward Points	To make payments through the reward points that customer has earned.
9	Number of bill prints	Number of copies of bill to print.
10	Taxable Value	Value exclusive of all the taxes and other charges.
11	Tax Amount	Tax Amount.
12	Discount	Discount amount. If user chooses to apply billwise discount then the discount amount (MRP-retail price) will be overwritten by discount amount (Bill wise).
13	Other charges	Other charges Amount (only chargeable ones). See Details in Section 9.7.
14	Round off	Value that is rounded off. (Only applicable if enabled from settings).
15	Bill Amount	Value inclusive of all the taxes and other charges.
16	Amount Paid	It shows that the amount (5.00) is paid by this payment method (Cash).
17	Due Amount	Amount to return to the customer.
18	Difference	Amount left to receive from the customer.
19	Total Paid Amount	Total amount paid by the customer.



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20	Cancel	Closes the payment screen.
21	Pay	Save the bill without print.
22	Pay & Print	To save and print the bill.

3.1 Credit Customer

For using credit customer payment, user has to add customer with credit limit and opening balance (opening balance will be added into credit amount) ([See Details](#) in Section 5.1).

Now follow the following steps to make payment by credit customer:-

The screenshot shows the 'Proceed To Pay' screen. In the center, a modal window titled 'Petty Cash' is open, displaying customer information: Mobile No.: 9XXXXXX, Name: Sachin Verma, Credit Amount: 6000.00, Credit Limit: 0.00, and Amount to Pay: 545.37. Below this, a note says 'Balance After Payment: 6000.00-545.37=5454.63'. At the bottom of the modal is a teal button labeled 'CREDIT & PAY'. The background shows a grid of payment modes: Credit Customer (disabled), Discount, E-Wallet, Coupon, and Reward Points. At the bottom of the screen are buttons for 'Cancel', 'Pay', and 'Pay & Print'.

Due Amount	0.00	Differences	545.37
Total Paid Amount	0.00		

No of Bill Prints: 1

Figure 14: Enter customer's mobile number and click on credit and pay

The amount will automatically be deducted from customer's credit amount.



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Proceed To Pay

Payment Details		Payment Modes		
Taxable Value	505.40	Cash	Credit Customer	
Tax Amount	29.96	Discount		
Discount	11.20			
Other Charges	10.00	MSwipe	E-Wallet	
Round Off	0.00		Coupon	
Bill Amount	545.37			
credit Customer	545.37			
Due Amount	0.00	Other Cards	Reward Points	
Total Paid Amount	545.37	No of Bill Prints 1		
		<input type="button" value="Cancel"/>	<input type="button" value="Pay"/>	<input type="button" value="Pay & Print"/>
		◀	○	□

Figure 15: After payment is made, the paid amount will be shown on the screen

3.1.1 If credit amount is less than the amount to pay

In case the amount to be pay by customer is more than the customer's credit amount than customer can make partial payment as well. For example:-

Amount to pay = ₹ 800

Customer's Credit Amount = ₹200

Customer's Credit Limit = ₹300

Then Amount to pay – (Credit's Customer Amount + Credit's Credit Limit) = ₹ 300, now due amount of ₹ 300 can be paid by any other mode of payment.



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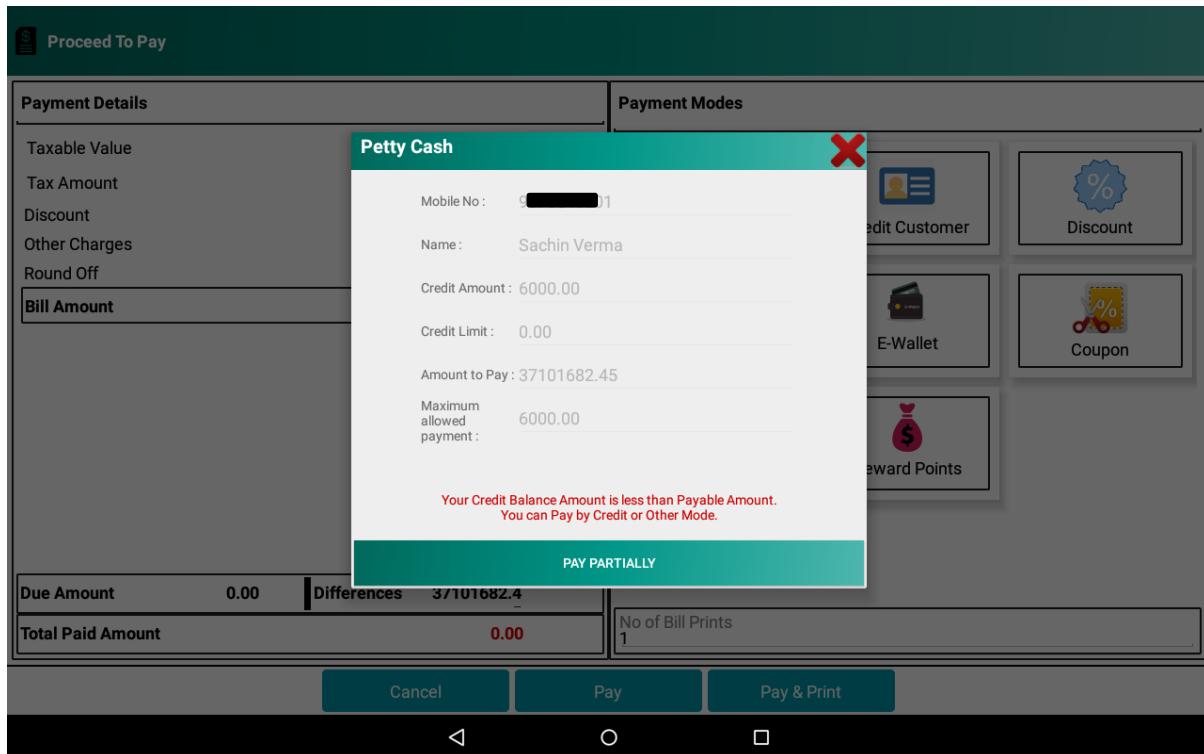


Figure 16: Enter customer's mobile number and click on pay partially

3.2 Discount

User can apply discount on bill amount generated and these discounts can be configured in configuration. [See Details](#) in Section 9.5.

Note: Please note discount is calculated on subtotal.



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Proceed To Pay

Payment Details		Payment Modes			
Taxable Value	1646.40		Cash		
Tax Amount	63.14		Discount		
Discount	305.20		Coupon		
Other Charges		OK			
Round Off					
Bill Amount	S.No Description Percent				
	1 New Year Bash 25	<input type="checkbox"/>			
	2 Lohri12 12	<input type="checkbox"/>			
	3 Onam 5	<input checked="" type="checkbox"/>			
Due Amount	0.00	Differences	1719.55		
Total Paid Amount	0.00				
		No of Bill Prints	1		
		Cancel	Pay	Pay & Print	
		◀	O	□	

Figure 17: Click on Discount you want to apply

Proceed To Pay

Payment Details		Payment Modes			
Taxable Value	1564.08		Cash		
Tax Amount	59.99		Credit Customer		
Discount	82.32		Discount		
Other Charges	10.00		Other Cards		
Round Off	0		E-Wallet		
Bill Amount	1634.07		Reward Points		
Due Amount	0.00	Differences	1634.07		
Total Paid Amount	0.00				
		No of Bill Prints	1		
		Cancel	Pay	Pay & Print	
		◀	O	□	

Figure 18: After applying discount the discounted amount will be displayed.



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3.3 MSwipe Payments

MSwipe payment is one of the upcoming features of GST Genie R. This will allow user to make payment through cards using MSwipe Machine. Support contact for mswipe can be found on below mention site. User need to register with MSwipe to statrt using the mswipe maching. To register [Click Here](#) or visit <http://www.mswipe.com/>

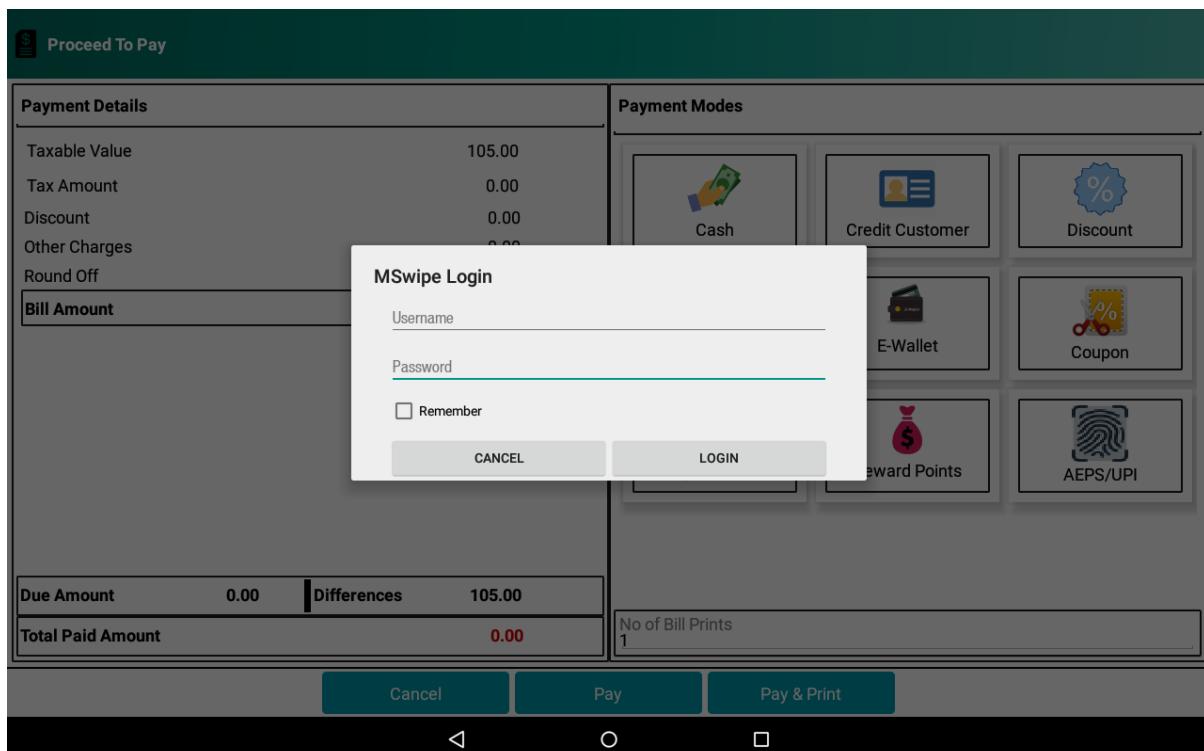


Figure 19 : Enter valid mswipe credentials to make card transaction



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Card sale

+1.00
1.00

+91 82 [REDACTED] 31

Email(optional)
Receipt(optional)
Notes(optional)
Extra1(optional)
Extra2(optional)

Figure 20 Enter customer's mobile no. as it is mandatory, then scroll down and click on next

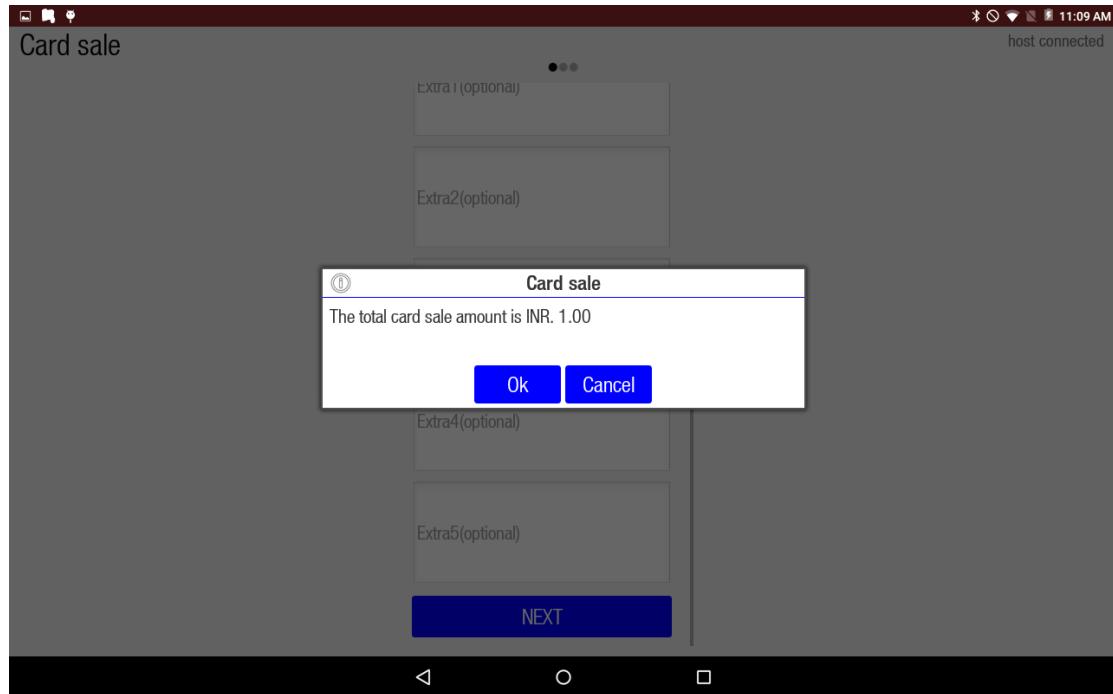


Figure 21 Confirm the amount and then click on OK



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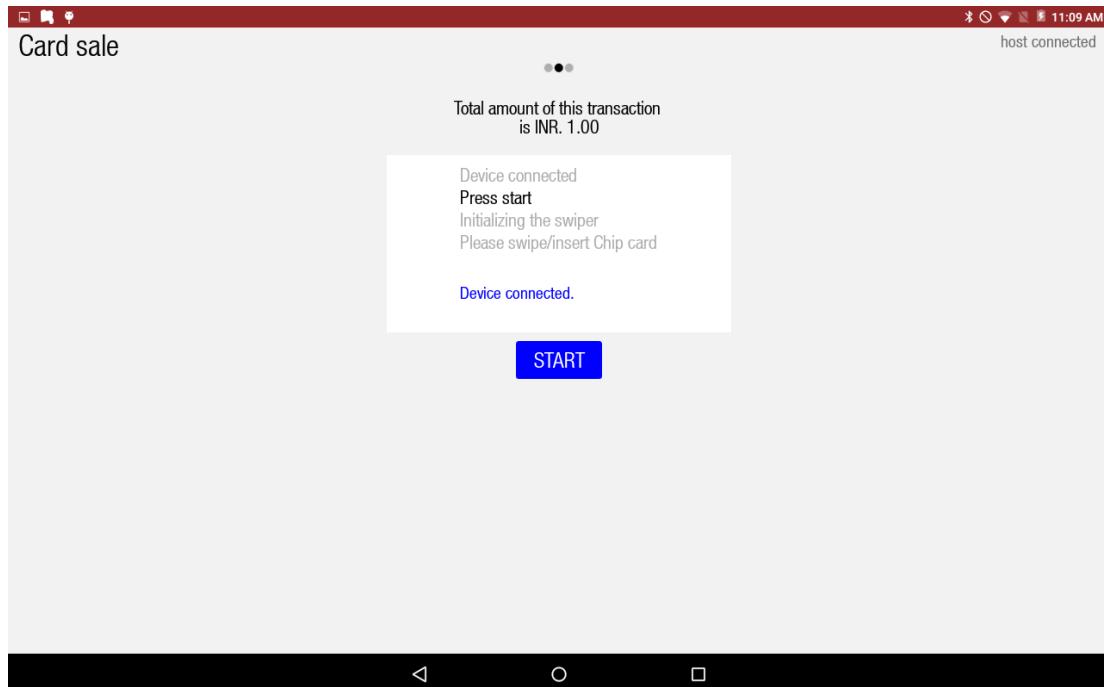


Figure 22 Connect MSwipe Machine via Bluetooth (if not already) and click on start to initiate the transaction

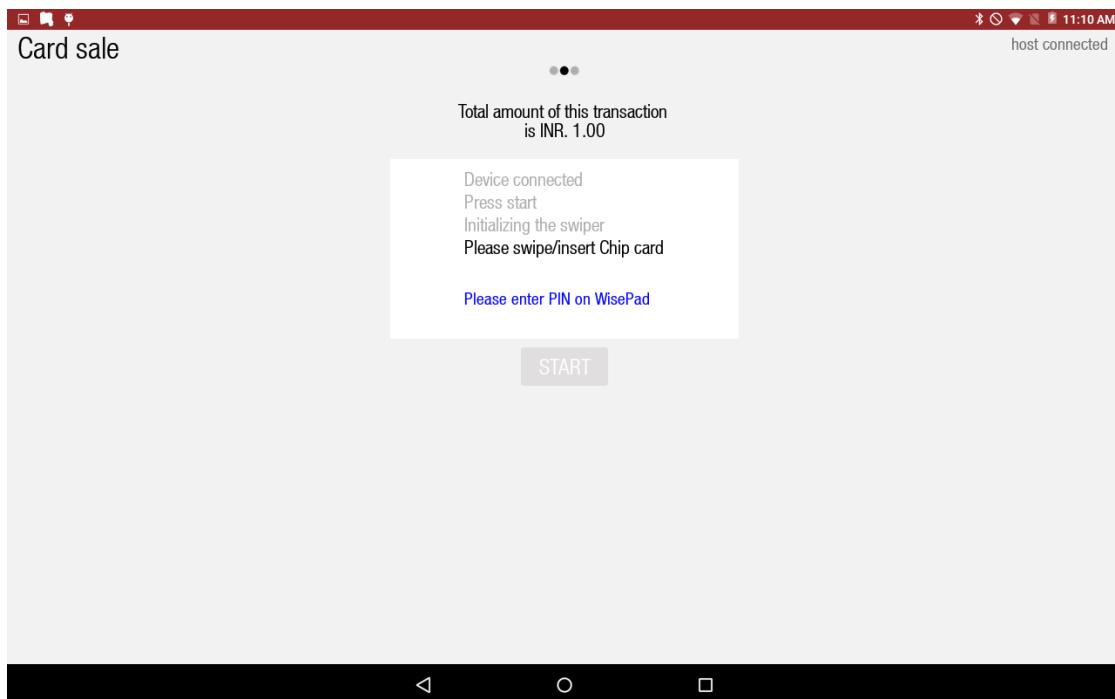


Figure23: Once the application detects the machine it will ask user to insert or swipe the card



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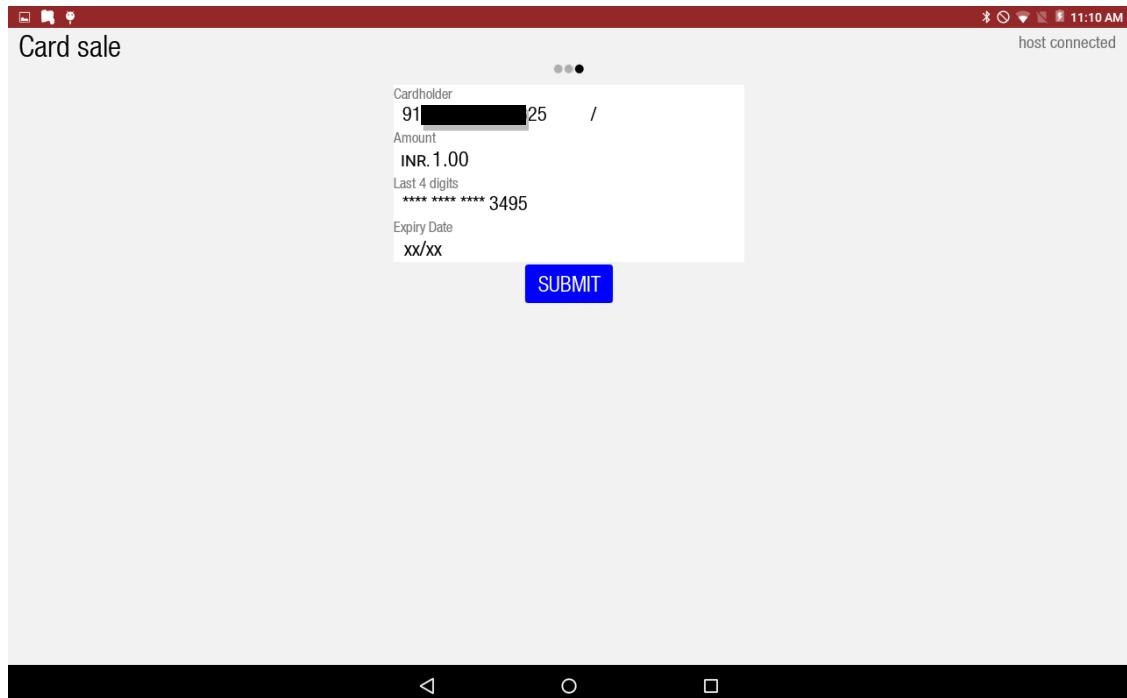


Figure 23 After swiping and entering the PIN click on Submit

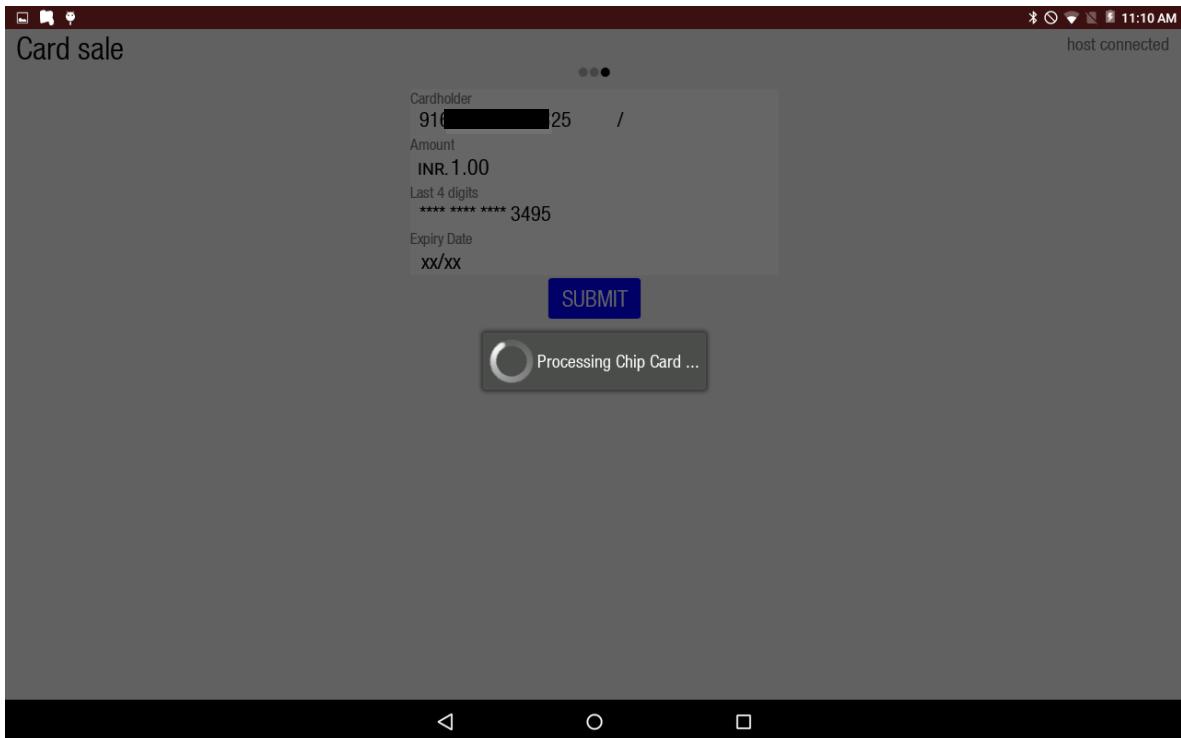


Figure 24 Verification of credentials will happen



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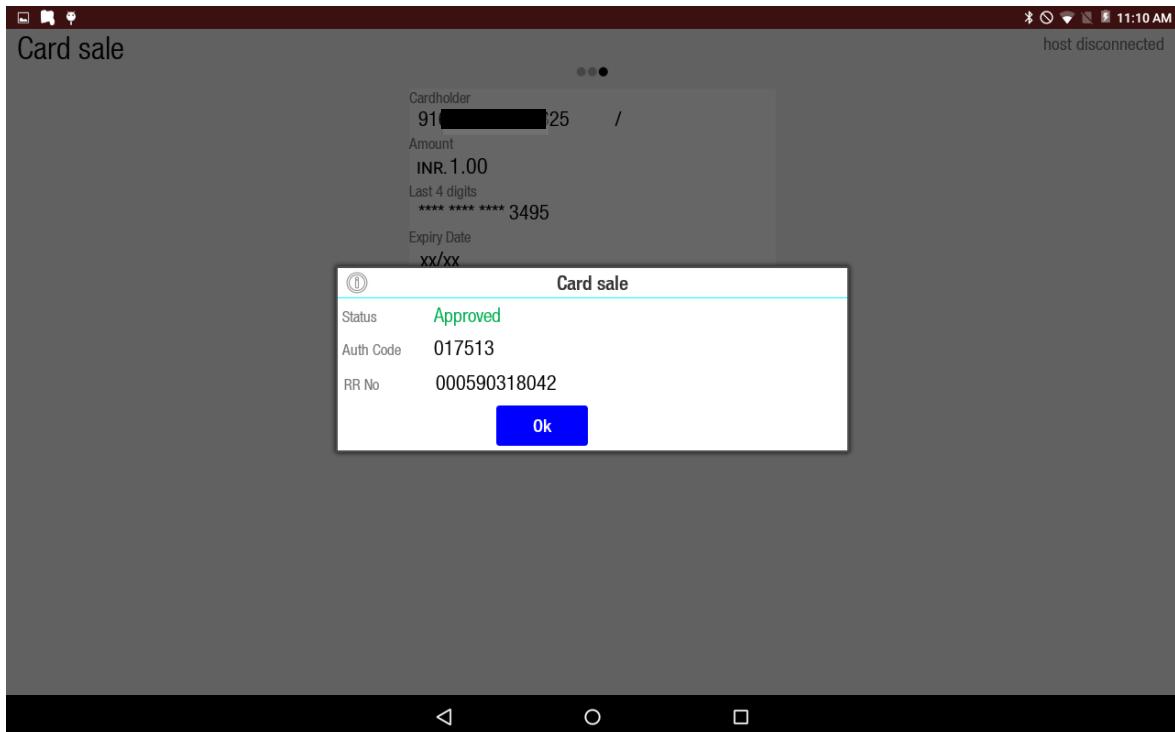


Figure 25 : A message will pop up for transaction status as success or failed

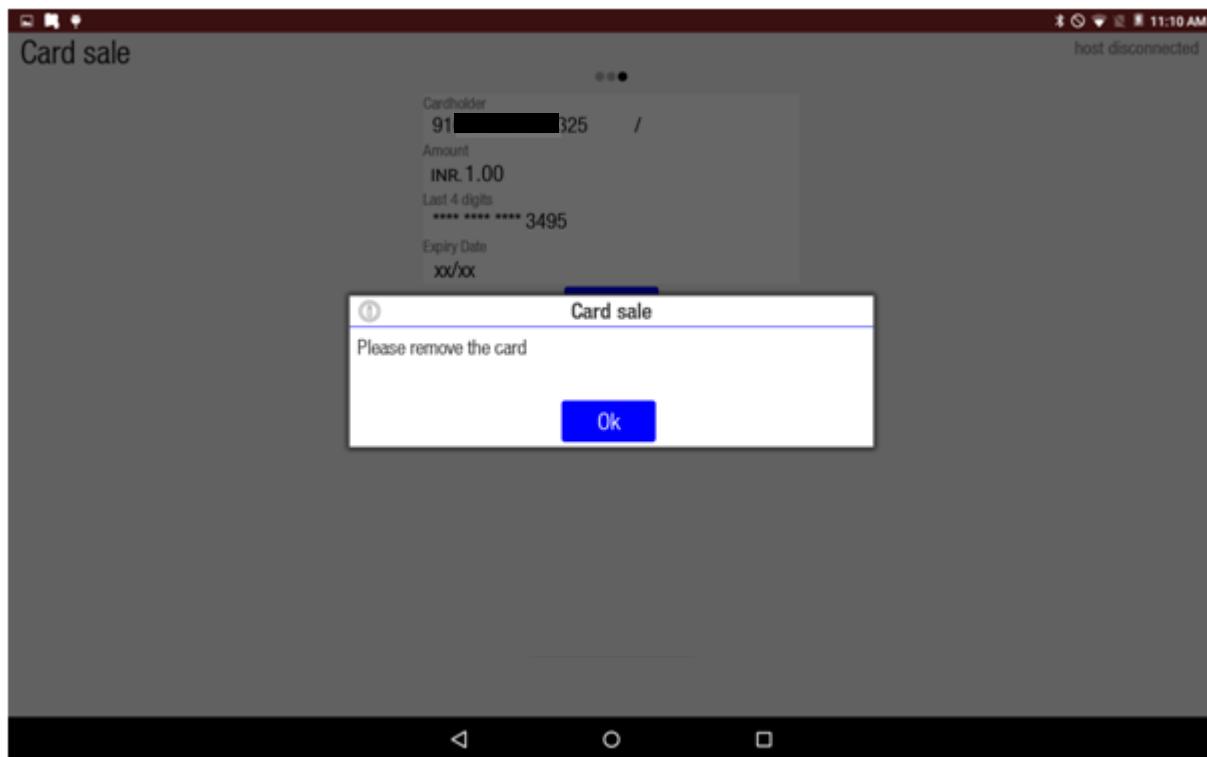


Figure 26 Enter customer's mobile no. as it is mandatory, then scroll down and click on next



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3.4 e-Wallet Payments

For making e-wallet payments user needs to configure Razor Pay Key id ([See details in Section 12.5](#)). To get Key id user needs to register on Razor Pay website, to register [Click Here](#) or visit <https://razorpay.com/>. After on boarding with razorpay, user can log in on razorpay site with valid razorpay credentials and in settings can find the keys.

Kindly note that valid key id is compulsory to configure, secret key is optional. Once user has configured a valid key id provided by Razozr Pay, then connect the device to Wi-Fi and follow the following steps:-

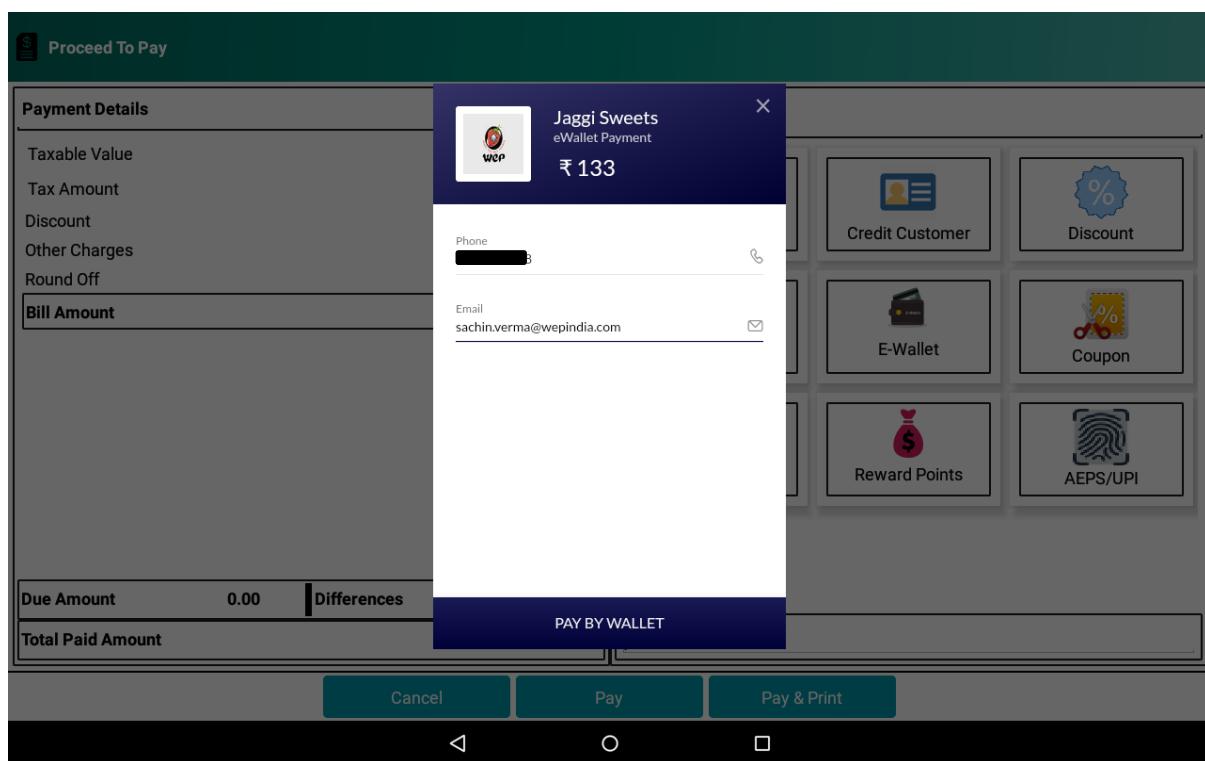


Figure 27: Click on e-wallet and enter customer's mobile number and email



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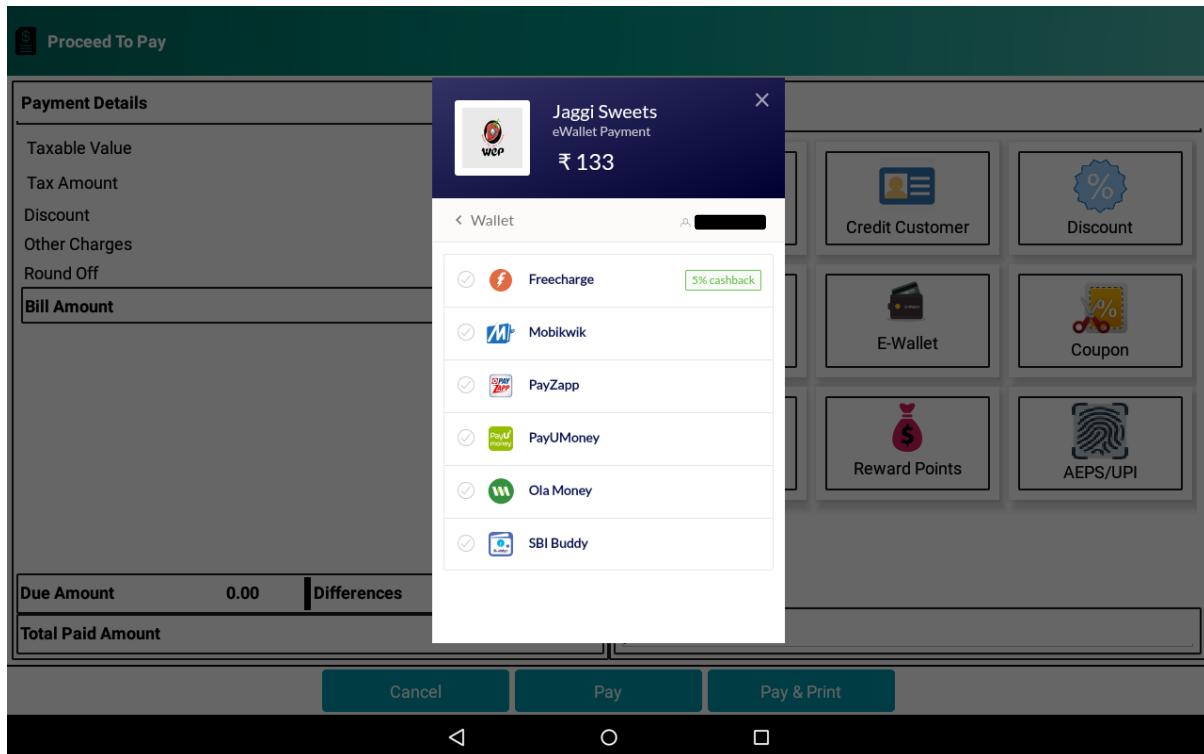


Figure 28: Select a wallet through which customer wants to make payment

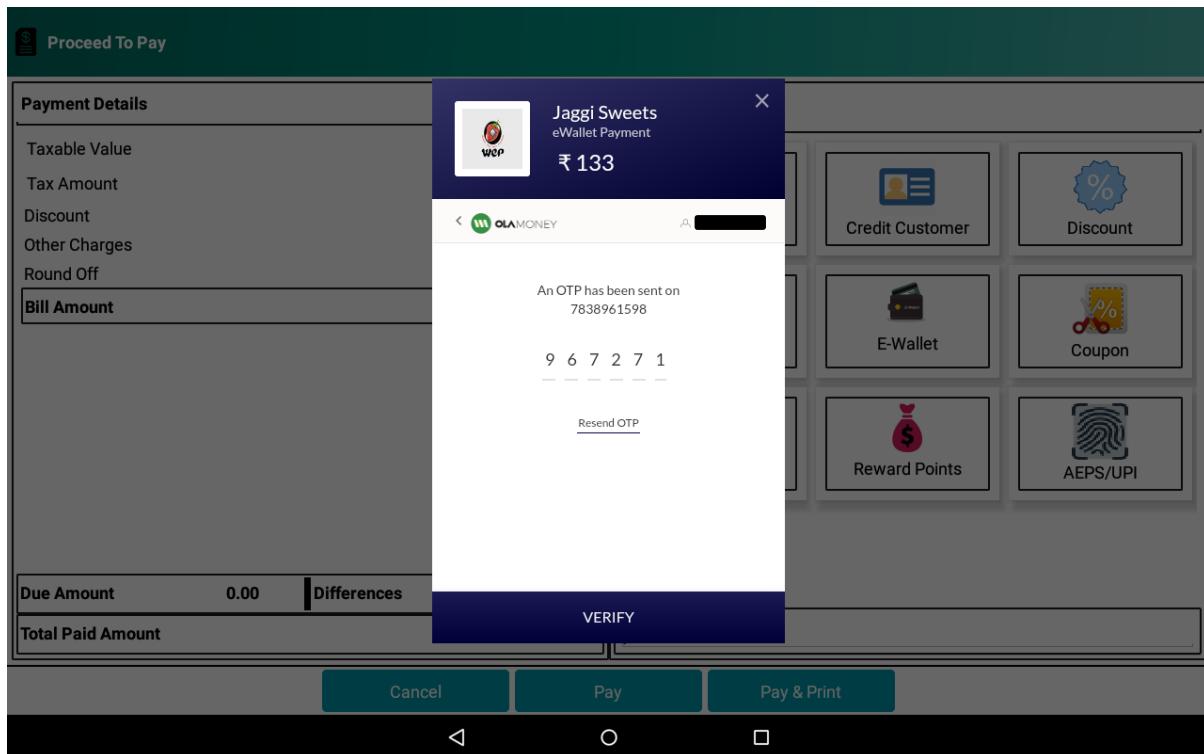


Figure 29: An OTP will be sent on customer's mobile number. Then enter the received OTP



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Proceed To Pay

Payment Details	
Taxable Value	133.00
Tax Amount	0.00
Discount	0.00
Other Charges	0.00
Round Off	0.00
Bill Amount	133.00
E-Wallet	133.00
Due Amount	0.00
Differences	0.00
Total Paid Amount	133.00

Payment Modes		
Cash	Credit Customer	Discount
MSwipe	E-Wallet	Coupon
Other Cards	Reward Points	AEPS/UPI

No of Bill Prints
1

Cancel Pay Pay & Print

◀ O □

Figure 30: After OTP verification, amount will be deducted from customer's e-wallet

3.5 Coupons

User can apply coupons on bill amount. User has to configure coupons in configuration. [See Details](#) in Section 9.6. User can apply more one coupon.



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Proceed To Pay

Payment Details		Payment Modes				
Taxable Value	611.50		Cash			
Tax Amount	61.04		Credit Customer			
Discount	0.00		Discount			
Other Charges		Coupon				
Round Off		S.No	Description	Amount	Qty	
Bill Amount		1	Flat500OFF	50	0	
		2	Cashback 100	100	2	
		3	Diwali Discount	500	1	
		OK				AEPS/UPI
Due Amount	0.00	Differences	672.55			
Total Paid Amount		No of Bill Prints 1				
		Cancel	Pay	Pay & Print		

Figure 31: Enter the count and click on ok to apply coupon

Proceed To Pay

Payment Details		Payment Modes				
Taxable Value	611.50		Cash			
Tax Amount	61.04		Credit Customer			
Discount	0.00		Discount			
Other Charges	0.00		MSwipe			
Round Off	0.00		E-Wallet			
Bill Amount	672.55		Coupon			
Coupon	700.00		Other Cards			
Due Amount	27.45	Differences	0.00			
Total Paid Amount		Reward Points				
No of Bill Prints	1	AEPS/UPI				
		Cancel	Pay	Pay & Print		

Figure 32: After applying coupon, coupon amount will get displayed



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3.6 Other Cards

If payment is made through cards but machine for swiping cards is used other than the MSwipe machine then user can simply enter the amount paid other card by the customer.

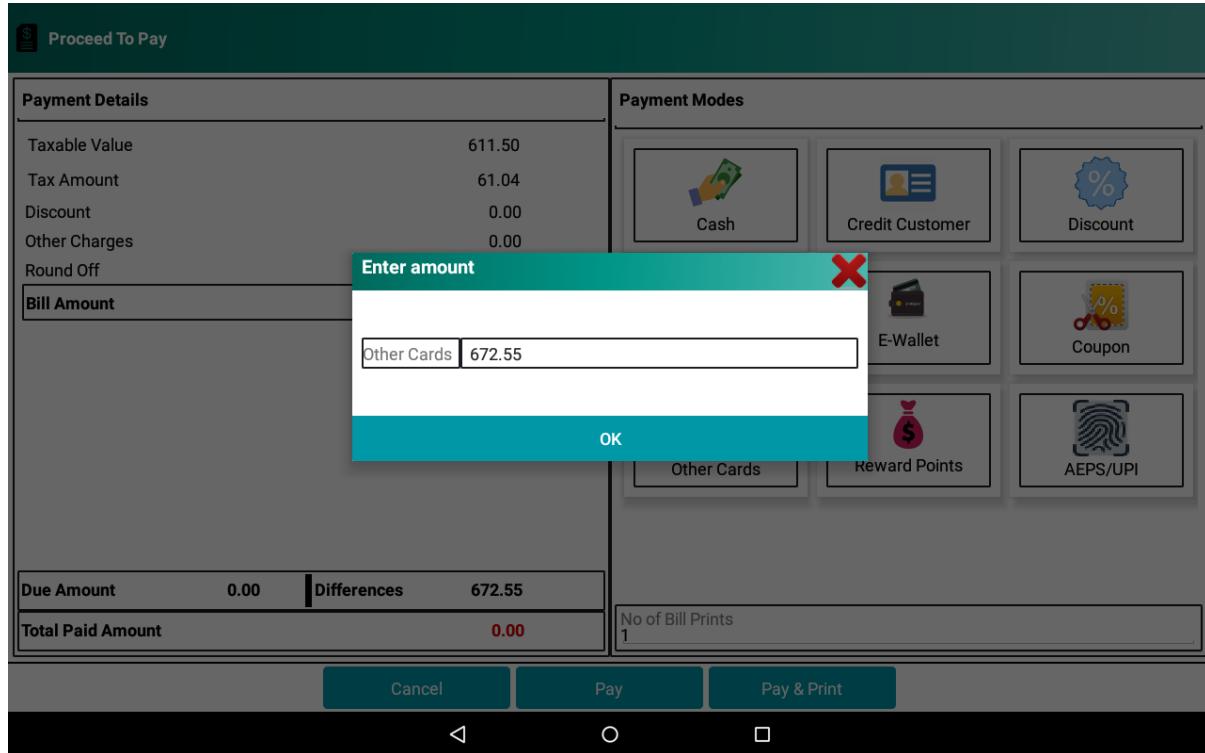


Figure 33 : Enter the amount paid by Other cards



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Payment Details	
Taxable Value	611.50
Tax Amount	61.04
Discount	0.00
Other Charges	0.00
Round Off	0.00
Bill Amount	672.55
Other Cards	672.55
Due Amount	0.00
Differences	0.00
Total Paid Amount	672.55

Payment Modes

Cash	Credit Customer	Discount
MSwipe	E-Wallet	Coupon
Other Cards	Reward Points	AEPS/UPI

No of Bill Prints
1

Buttons: Cancel, Pay, Pay & Print

Figure 34: Amount will be displayed paid by other cards

3.7 Reward Points

Your customer can pay through the reward points that they earned. To configure reward points [See Details](#) in Section 9.8. This option is available if enabled in settings.



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Proceed To Pay

Payment Details		Payment Modes	
Taxable Value	611.50		
Tax Amount			
Discount		Credit Customer	
Other Charges			
Round Off		Discount	
Bill Amount			
Due Amount 0.00 Differences 672.55		REDEEM	
Total Paid Amount 0.00		No of Bill Prints 1	
Cancel		Pay	
Pay & Print			

Figure 35: Enter customer's mobile number and click on redeem

Proceed To Pay

Payment Details		Payment Modes	
Taxable Value	611.50		
Tax Amount	61.04	Credit Customer	
Discount	0.00		
Other Charges	0.00	Discount	
Round Off	0.00		
Bill Amount 672.55			
Reward Points 670.00			
Due Amount 0.00 Differences 2.55			
Total Paid Amount 670.00			
Cancel		Pay	
Pay & Print			

Figure 36: Amount paid by reward points will be displayed



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3.8 AEPS Payment

Your customer can pay through AEPS also. User need to enter the merchant Id , app Id and secret key , in Settings-> payment mode configuration -> AEPS , given to him at the time of registration. For valid credentials, user will be able to make AEPS transaction.



Figure 37 : Upon clicking AEPS/UPI , both option comes up on screen

a) UPI

1. End customer need to scan the code through the app which supports QR code payment.
2. Once end customer approves and pay the amount though QR code scanning ,then upon successful transaction, it will be reflected on the screen.



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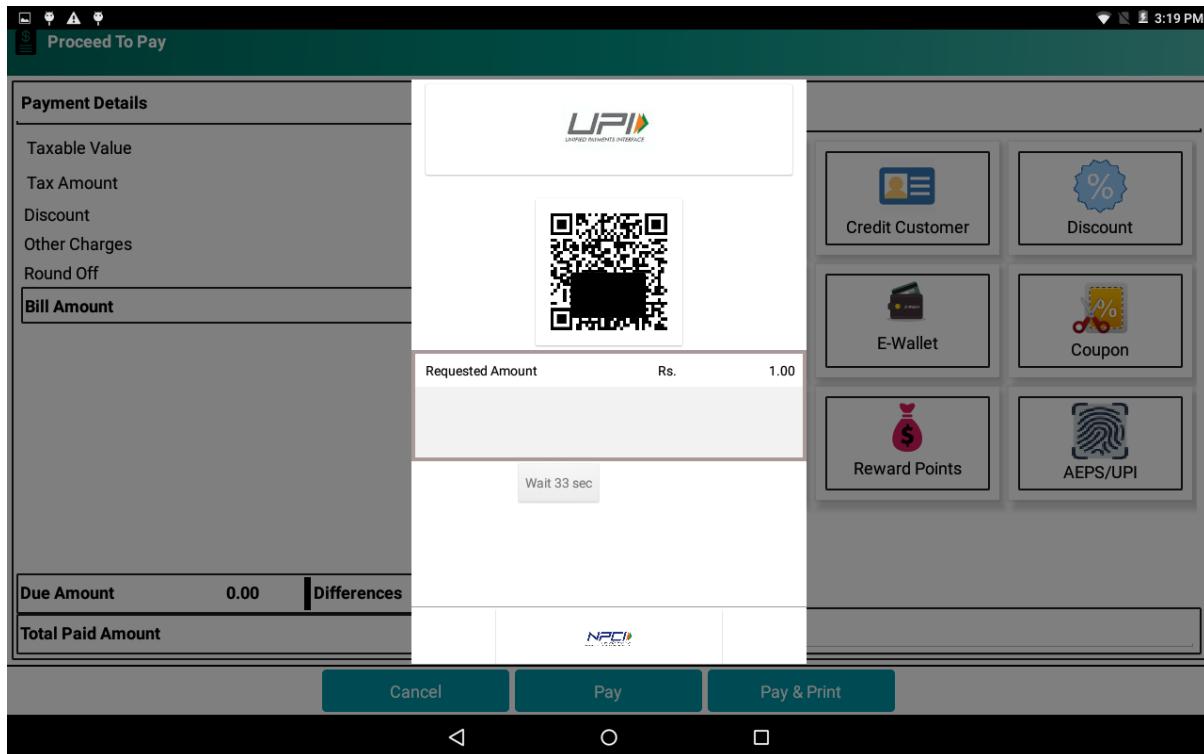


Figure 38 : Upon selecting UPI payment mode, QR code is generated

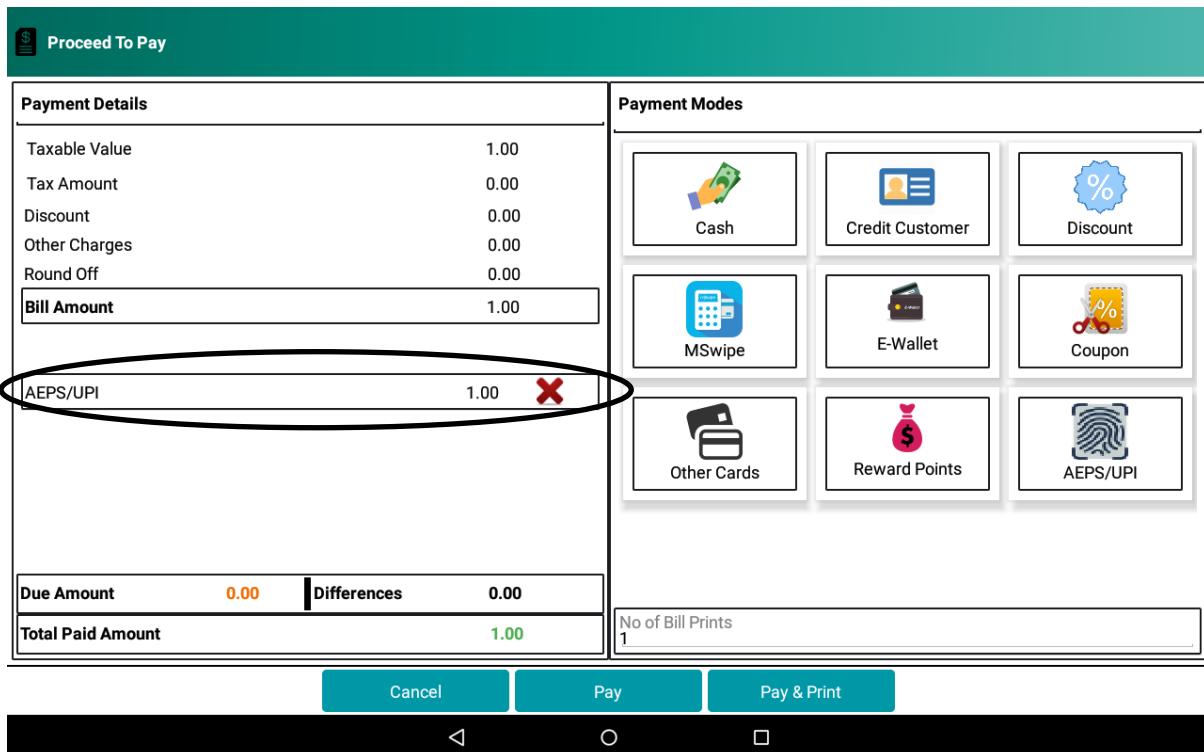


Figure 39 : Upon successful UPI transaction , amount is reflected in screen



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- b) AEPS(Aadhar Enabled Payment System)
1. Enter end customer's aadhar no and bank name, in which his aadhar no is linked.
 2. Place finger on scanner and click capture.

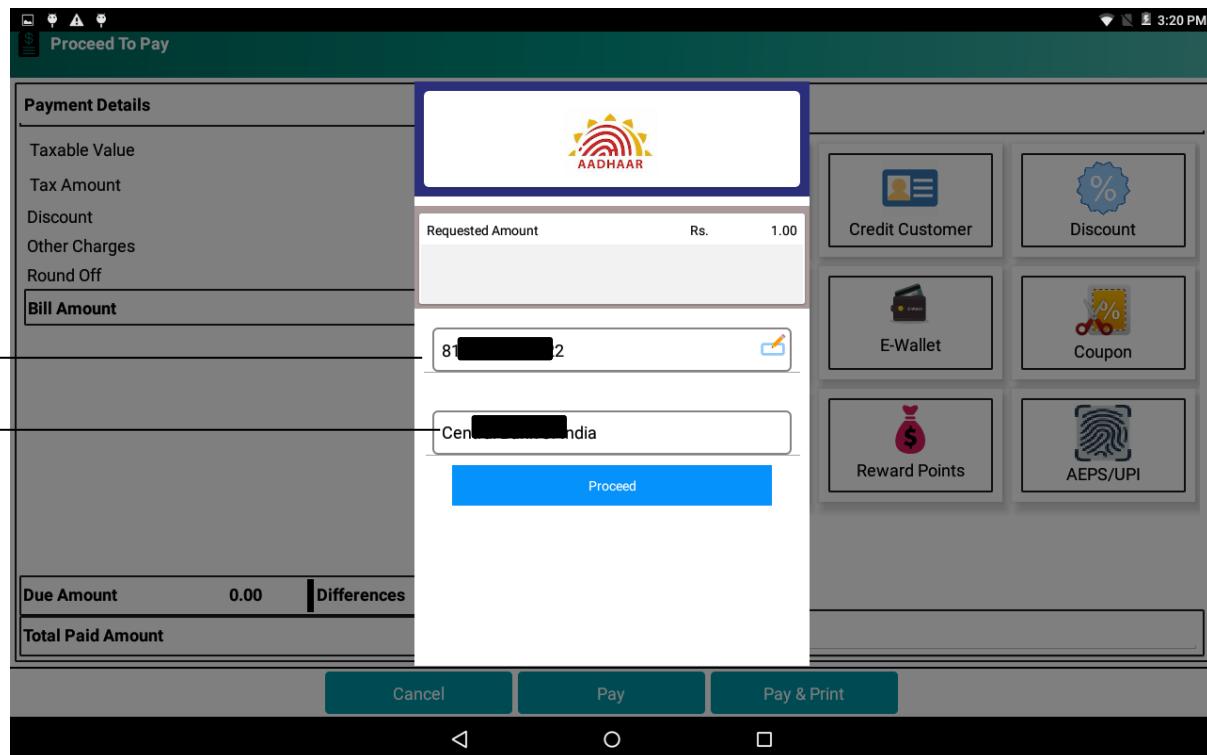


Figure 40 : Upon clicking Aadhar, end customer's aadharno and bank name is required



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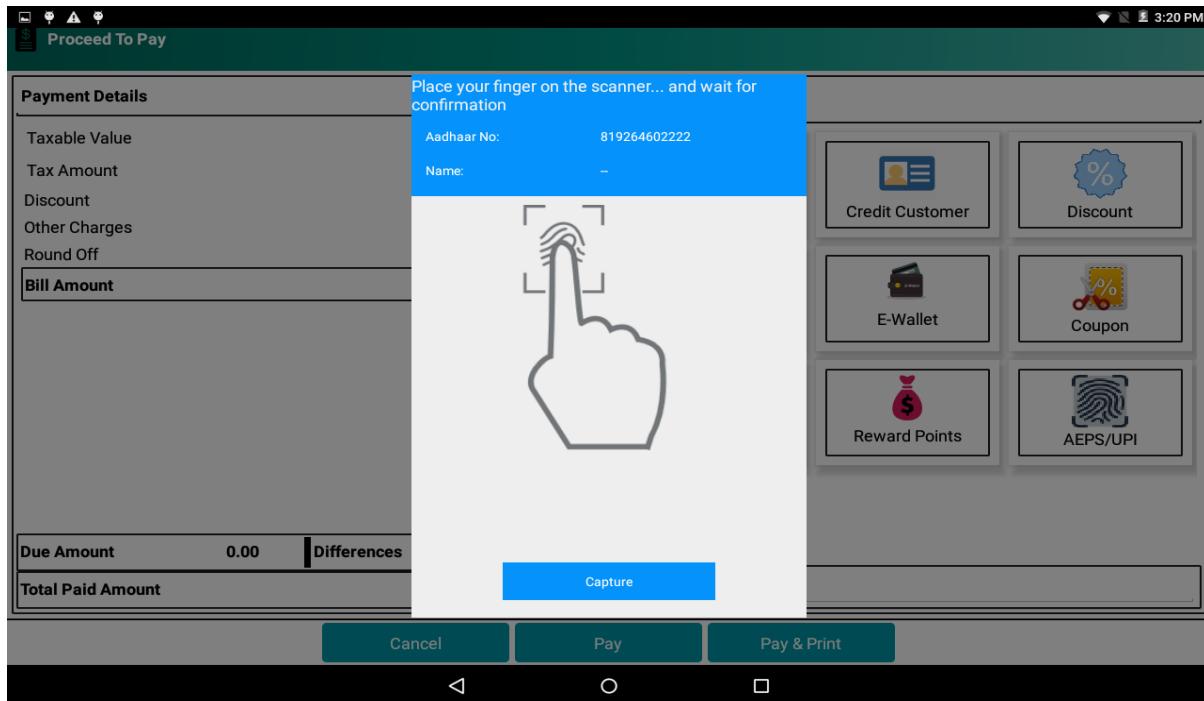


Figure 41 : Place finger on scanner and click capture

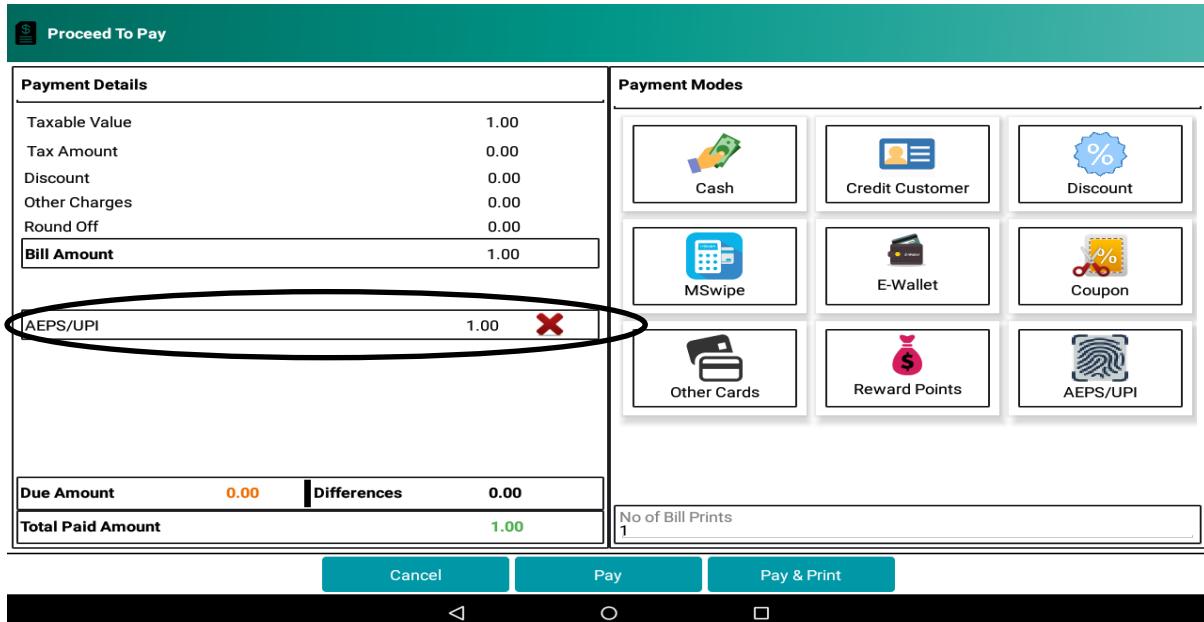


Figure 42 : Upon successful transaction, its reflected in screen



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3.9 Cash Payment

User can also opt for cash payment.

The screenshot shows a mobile payment application interface. At the top, there is a green header bar with the text "Proceed To Pay". Below this, the "Payment Details" section displays the following values:

Taxable Value	1.00
Tax Amount	0.00
Discount	0.00
Other Charges	0.00
Round Off	

The "Payment Modes" section shows various options:

Cash	Credit Customer	Discount
E-Wallet	Coupon	Reward Points
Other Cards	AEPS/UPI	

In the center, a modal dialog box is open with the title "Enter amount". It contains a text input field with "Cash" and "1.00" entered. Below the input field is a red "X" icon. At the bottom of the modal is a blue "OK" button. The background of the app shows a "Due Amount" of 0.00, a "Differences" of 0.00, and a "Total Paid Amount" of 1.00. At the bottom of the screen are three buttons: "Cancel", "Pay", and "Pay & Print".

Figure 43 : Enter amount paid by cash



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Proceed To Pay

Payment Details	
Taxable Value	1.00
Tax Amount	0.00
Discount	0.00
Other Charges	0.00
Round Off	0.00
Bill Amount	1.00
Cash	1.00
Due Amount	0.00
Total Paid Amount	1.00
Differences 0.00	

Payment Modes	
Cash	Credit Customer
MSwipe	E-Wallet
Other Cards	Coupon
Reward Points	AEPS/UPI

No of Bill Prints
1

Cancel Pay Pay & Print

◀ ○ □

Figure 44 : Same will be reflected in payment screen



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1. Item Master

This allows user to configure an item that he is going to sell to the customer. User can configure following attributes about an item:

- a. Item name
- b. Department
- c. Category
- d. Brand
- e. Three different rates (Retail Price, MRP, Whole Sale Price) {which rate is to apply can be chosen at the time of billing. [See Detail](#) in Section 2.}
- f. Quantity
- g. Unit of measurement
- h. CGST, SGST, IGST and cess tax if applicable
- i. Short code
- j. HSN code
- k. Image for item
- l. Active/Inactive

These attributes can be modified for an existing item as well. He can also upload an image for the item for a visual reference.

For huge amount of data about items, user can use a .csv file to import/load items from that file.

Note:

1. *Previous data will be replaced on loading a .csv file. To save the previous data we recommend you to create a backup of the database first.*
2. *Two or more items with same name, barcode, UOM, but different MRPs can be added and cannot be added if MRP is also same.*



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Diagram illustrating the Item Master interface with numbered callouts:

- 1**: Barcode, Item Name or ShortCode input field.
- 2**: Filter buttons for All, Brand, Department, Category, Active, and Inactive.
- 3**: List of items with columns: Name, Qty, UOM, Retail Price, and GST Tax.
- 4**: Count button showing 531 items.
- 5**: Add Item button.
- 6**: Refresh button.
- 7**: Clear button.
- 8**: Generate CSV button.
- 9**: Select File button.
- 10**: Browse File and Upload File buttons.

Name	Qty	UOM	Retail Price	GST Tax
ALOO BAINGAN MASALA	310.2	BAG	28	6
ALOO GOBI	320.22	BAG	45	10
ALOO KI TIKKI	330.5	BAG	12	10
ALOO MATAR	340.3	BAG	10	6
ALOO METHI	350.7	BAG	12	6
ALOO SHIMLA MIRCH	360.8	BAG	60.8	6
AMRITI WITH RABDI	370.5	BAG	10	6
AMRITSARI FISH	380.6	BAG	80.6	10
CHAI	355.5	BAG	55.5	10
CHAACH	333.1	BAG	11	10
BHINDI MASALA	310.2	BAL	35	10
BIRYANI	320.22	BAL	18	10
BUTTER CHICKEN	330.5	BAL	67.8	6
CHAAT	340.3	BAG	40.3	6
CHANA MASALA	350.7	PI	22.2	6
CHAPATI	360.8	Pc	34.4	6

Figure 45: Item Master

Label	Field	Description
1	Barcode, Item name or Short Code	Items can be searched by barcode, Item name and Short Codes.
2	Filters	List of items can be filtered by applying one of the filters e.g.: All, Brand, Department, Category, Active and Inactive.
3	Item List	List of the items according to the filter applied.
4	Count	Number of items in the list showing.
5	Add Item	Add new Item. See Details in Section 4.1.
6	Refresh	To refresh the list.
7	Clear	Clears all the fields.



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8	Generate Sample CSV	Generates a sample CSV. Patch where sample CSV is stored: Device Storage >WeP_Retail_CSVs
9	Browse File	Browse CSV file present in device's memory for bulk upload.
10	Upload file	Bulk upload of item details into application.

1.1 Add a new Item

The screenshot shows the 'Add New Item' form with the following numbered points:

- 1: Barcode input field.
- 2: Item Short Name* input field (value: Casual shoes).
- 3: Item Long Name input field (value: Casual daily wear shoes).
- 4: Short Code input field (value: 600).
- 5: UOM* dropdown (value: PAIRS (PRS)).
- 6: Brand input field (value: puma).
- 7: Department input field (value: casual).
- 8: Category input field (value: shoes).
- 9: Retail Price* input field (value: 899).
- 10: MRP input field (value: 999).
- 11: Whole Sale Price input field (value: 899).
- 12: Qty input field (value: 30).
- 13: HSNCode input field (value: HSN600).
- 14: Discount% input field (value: 10.01).
- 15: Discount Amount input field (value: 100.00).
- 16: A bracketed group for GST Tax Rates: CGST Rate (value: 3), SGST Rate (value: 3), IGST Rate (value: 6.00), and Cess Rate (value: 0).
- 17: A bracketed group for Image & Status: Image preview, Browse Image button, Fav star icon, Active status indicator, and a status switch.
- 18: A double-headed arrow between the Fav icon and the status switch.
- 19: A double-headed arrow between the Active status indicator and the status switch.
- 20: Save button.
- 21: Clear button.
- 22: Close button.

Figure 46: Add a new item

Label	Field	Description
1	Barcode	Barcode of the item.
2	Item Short Name*	Short name for an item. Items can be searched by short name.
3	Item Long Name	Long name for an item.



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4	Short Code	A Short code for item.
5	UOM	Unit of Measurement for item.
6	Brand	Brand to which that item belongs to. (Can be configured in configuration. See details in Sections 9.3.)
7	Department	Department to which that item belongs to. (Can be configured in configuration. See details in Section 9.1.)
8	Category	Category of the item. (Can be configured in configuration. See details in Section 9.2.)
9	Retail Price	Retail Price for the item.
10	MRP	MRP of the item.
11	Whole Sale Price	Whole Sale Price of the item.
12	Quantity	Present quantity of the item.
13	HSN code	HSN code for the item.
14	Discount Percent	Discount percent will be calculated according to retail price and MRP entered by user. E.g.: $(\text{Discount Amount}/\text{MRP}) * 100$
15	Discount Amount	Discount amount will be calculated according to retail price and MRP entered by the user. E.g.: $\text{MRP} - \text{Retail Price} = \text{Discount Amount}$
16	CGST/SGST/IGST/cess	CGST/SGST/IGST in percentage and cess rate in percentage. (If applicable)
17	Browse Image	Image for the item.
18	Favourite	To mark an item as Favourite. User can sort out favourite items in billing screen.
19	Active/Inactive	Active status of an item.
20	Save	Save an item.



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21	Clear	Clears all the fields.
22	Close	Closes the current screen.

1.1.1 Configuring Barcode Scanner (Recommended)

For using barcode of an item, user needs to configure barcode scanner to add line feed suffix.

For example: In case of Honeywell Barcode scanner, use below barcodes to turn on & off the line feed suffix.

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



Figure 47: Turn on line feed suffix



Figure 48: Turn off line feed suffix



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2. Customer Master

This application also provides a facility to the user to add a record of his regular/premium customers and record can be updated later on. User can search for the customer by customer's mobile number or by customer's name.

S.No	Name	Phone No	Last Petty Transn	Total Petty Transn	Credit Amt	Reward Points	Mode
1	Sachin verma	9876543210	1174.57	1685.75	998313.25	50	Active
2	Muskan garg	9876543201	0.00	0.00	9000.00	0	Active
3	Visual singh	8985754255	0.00	0.00	0.00	0	Active
4	Johan kumar	9728386848	0.00	0.00	0.00	0	Active
5	Akash deep	9442858855	0.00	0.00	0.00	0	Active
6	Mohan	8554253867	0.00	0.00	500.00	0	Inactive
7	Rakesh kumar	9727168554	0.00	0.00	300.00	0	Inactive
8	Raja	9728682428	0.00	0.00	0.00	0	Inactive

Figure 49: Customer Master Screen

Label	Field	Description
1	Navigation	Navigate to other modules.
2	Search Customer	Search for a customer either by his name or phone number.
3	Customer's List	List of all customers.
4	Customer's count	Shows the total number of customer.
5	Add a new customer	Add button to add a new customer.



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6	Menu	Menu to navigate to settings.
---	------	-------------------------------

2.1 Add a new customer

Click on “Add” button in customer master screen a new screen will be opened. Enter customer details here.

The Customer Master screen shows a list of two existing customers:

S.No	Name	Phone No	Last Petty Transn	Total Petty Transn	Credit Amt	Reward Points	Mode
1	Sachin verma	9876543210	1174.57	1685.75	998313.25	50	Active
2	Muskan garg	9876543201	0.00	0.00	9000.00	0	Active

An arrow points from the 'Add' button on the Customer Master screen to the 'Add New Customer' screen.

Add New Customer Screen Details:

- Personal Info:**
 - GSTIN: 09ANTPA0870E1Z6 → 1
 - Customer Name*: Ashish → 2
 - Phone No*: 9147852368 → 3
 - Email Id: ashish.gupta@wepdigital.com → 4
 - Reward Points: → 5
 - Address*: WeP Solutions limited, 40/1A, Basappa complex → 6
 - Credit Amt: → 7
 - Credit Limit: 2000 → 8
 - Opening Balance: 1000 → 9
 - Active: (radio button) → 10
- Action Buttons:**
 - Save → 11
 - Clear → 12
 - Close → 13

Figure 50: Add a new customer screen



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Label	Field	Description
1	GSTIN	Customer's GSTIN.
2	Customer's Name	Name of the customer.
3	Mobile no.	Customer's mobile no.
4	Email Id	Customer's Email ID.
5	Reward Points	Customer's reward points that he earned.
6	Address	Customer's Address.
7	Credit Amount	Customer's credit amount on the user.
8	Credit Limit	Maximum amount a customer can credit on merchant.
9	Opening Balance	Amount deposited for the first time by customer.
10	Active/Inactive	Active or Inactive status of the customer.
11	Save	Save the new customer.
12	Clear	Clears the fields.
13	Close	Close the current screen.



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2.2 Edit/Update a Customer

To edit or update detail of a customer user needs to click on the customer from customer's result. On editing a customer a field for Deposit Amount will be enabled and Opening Balance field will be disabled (non-editable). Deposit amount will be added into Credit Amount.

Personal Info		
GSTIN 09ANTPA0870E1Z6	Customer Name* Ashish	Phone No* 9147852368
Email Id ashish.gupta@wepdigital.com	Reward Points 0	Address* WeP Solutions limited, 40/1A, Basappa complex
Credit Amt 1000.0	Credit Limit 2000.0	Opening Balance 1000.00
Deposit Amt 300	Active <input checked="" type="radio"/>	

Buttons at the bottom: Update, Clear, Close, Back, Forward, and a small square icon.

Figure 51: Edit or Update a Customer

2.3 Search a customer

Application allows user to search an added customer by his name or by phone number.



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Customer Master

	Name	Phone No	Last Petty Transn	Total Petty Transn	Credit Amt	Reward Points	Mode
1	Ashish - 9147852368	9876543201	1174.57	1685.75	998313.25	50	Active
2	Muskan garg	9876543201	0.00	0.00	9000.00	0	Active
3	Visual singh	8985754255	0.00	0.00	0.00	0	Active
4	Johan kumar	9728386848	0.00	0.00	0.00	0	Active
5	Akash deep	9442858855	0.00	0.00	0.00	0	Active
6	Ashish	9147852368	0.00	0.00	1000.00	0	Active

1 2 3 4 5 6 7 8 9 0

q w e r t y u i o p

a s d f g h j k l

z x c v b n m ! ?

?123 , .

Figure 52: Search customer by name

Customer Master

	Name	Phone No	Last Petty Transn	Total Petty Transn	Credit Amt	Reward Points	Mode
1	Mohan - 8554253867	9876543210	1174.57	1685.75	998313.25	50	Active
2	Muskan garg	9876543201	0.00	0.00	9000.00	0	Active
3	Visual singh	8985754255	0.00	0.00	0.00	0	Active
4	Johan kumar	9728386848	0.00	0.00	0.00	0	Active
5	Akash deep	9442858855	0.00	0.00	0.00	0	Active
6	Ashish	9147852368	0.00	0.00	1000.00	0	Active

1 2 3 4 5 6 7 8 9 0

@ # \$ % & - + ()

~ [< \ = * " ' : ; ! ? ~ [<

ABC , - / .

Figure 53: Search customer by phone number



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3. User Management

This screen allows user to insert and delete a record of an employee and assign a role to him. User can also modify the employee details and change the role assigned to him earlier.
Default user admin can neither be updated nor deleted.

S.No	Name	Role	State
1	admin	Manager	Active
2	sachin	Sales man	Active
3	muskan	Sales man	Active
4	vishal singh	Operator	Active

Figure 54: User Management

Label	Field	Description
1	Name	Name of the user.
2	Mobile	Contact number of the user.
3	Login	Username of the person.
4	Password	Password to login into the system.



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5	Role	Role of the person.
6	Designation	Designation of the person.
7	Aadhar	Aadhar card number.
8	Email	Email id of the person.
9	Address	Address of the person.
10	Sales Man ID	For users whose role is sales man. The field will be editable when role selected is sales man. The field will be visible if it is enabled in settings. See Details in Section 12.3.
11	Active/Inactive	Active or Inactive status of the user.
12	User's List	List of the user added.
13	Submit	Save/Updates the details.
14	Clear	Clear the whole form.



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4. Add Role

Add role screen allows user to define roles that can be assigned to other employees. User can also change the access for that particular role. e.g.: Sweeper is the new role that is added by the user. Now user can configure, what module can be accessed by that role.

Role List		Access Permission for Role	
Manager		Enter a Role	
Accountant			
Operator			
Salesman			
		Billing	<input type="checkbox"/>
		Item Master	<input type="checkbox"/>
		Customer Master	<input type="checkbox"/>
		User Management	<input type="checkbox"/>
		Add Role	<input type="checkbox"/>
		Price/Stock	<input type="checkbox"/>
		Configuration	<input type="checkbox"/>
		Supplier Details	<input type="checkbox"/>
		Supplier Item Linkage	<input type="checkbox"/>
		Purchase Order	<input type="checkbox"/>
		Goods Inward Note	<input type="checkbox"/>

Add Role Update Permission Delete Role Clear

4 5 6 7

Figure 55: Add role screen

Label	Field	Description
1	Role List	List of all roles including pre-added roles by system and user added roles.
2	Role Name	Name of the role user wants to add.
3	Permissions	List of permissions user wants to give to that role.
4	Add Role	Add a new role into database.



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5	Update Permissions	Update permissions of an existing role.
6	Delete Role	<p>Delete a role added by user only.</p> <p><u>Note: User cannot delete system added roles like "Manager".</u></p>
7	Clear	Clears all field.



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5. Price and Stock

Price & Stock screen facilitates user to modify stock and three different rates for that item in outward supply.

Note: New stock will be added to existing stock.

Price/Stock					
1 ←		Barcode or ItemName		🔍	399 → 2
3 ←	<input type="radio"/> All	<input type="radio"/> Brand	<input type="radio"/> Department	<input type="radio"/> Category	<input checked="" type="radio"/> Active
4 ←	Name	Qty	MRP	Retail Price*	Whole Sale Price
ALOO BAINGAN MASALA	310.2	28.0	30.0	25.0	
ALOO GOBI	320.22	45.0	48.0	45.0	
ALOO KI TIKKI	330.5	12.0	15.0	10.0	
ALOO MATAR	340.3	10.0	10.0	8.0	
ALOO METHI	350.7	12.0	12.0	10.0	
AMRITSARI FISH	380.6	80.6	80.6	80.6	
CHAI	355.5	55.5	55.5	55.5	
CHAACH	333.1	11.0	12.0	10.0	
BHINDI MASALA	310.2	35.0	35.0	35.0	
BIRYANI	320.22	18.0	20.0	18.0	
BUTTER CHICKEN	330.5	67.8	70.0	65.0	
CHAAT	340.3	40.3	45.0	40.3	
CHICKEN TIKKA	380.6	35.5	38.0	30.5	
CHICKEN TIKKA MASALA	355.5	12.0	12.0	10.0	
CHOLE BHATURE	333.1	5.0	5.0	3.0	
DAAL BAATTI CHURMA	310.2	28.0	30.0	25.0	
DAAL PURI	320.22	45.0	48.0	45.0	

Figure 56: Price & Stock

Label	Field	Description
1	Barcode or Item Name	Search an Item by barcode and item name.
2	Item Count	Number of items in the list.
3	Filters	Allows user to filter out the items according to the provided filters.
4	Items List	List of the items.



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6. Configuration

Configuration screen allows user to configure the application by providing few options that will help him a lot to manage many things.

- User can manage by categorizing items under department and category.
- User can configure various Payments/Receipts in an organized manner.
- Discounts & Coupons can be configured and availed to the customer at the time of billing.
- User can also add “**Othercharges**” which are customizable and applicable while billing.
- User can configure loyalty and brands points.

6.1 Department

A shop can have multiple departments according to what type of items they are providing.
e.g.: Garments, Foot wears.

1	Department Name	Department Name		
2	S.No	Dept Code	Dept Name	3
1	1	1	Garments	X
2	2	2	Footwear	X
3	3	3	Kitchen appliances	X

4 Add 5 Update 6 Clear

Figure 57: Department Configuration



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Label	Field	Description
1	Department name	Name of the department user wants to add.
2	Department List	List of the departments.
3	Delete	To delete a department.
4	Add	Button to add new department name into database.
5	Update	Update details of an existing department.
6	Clear	Clears all the fields.

6.2 Category

User can categorize the items in their own way. e.g.: a shop has a department which take care of garments. Now garments can be categorized into “Formals” & “Casuals”.

S.No	Categ Code	Categ Name	Dept Name	Action
1	1	Sports	Footwear	X
2	2	Casual	Footwear	X
3	3	Toaster	Kitchen appliances	X

Figure 58: Category Configurations



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Label	Field	Description
1	Category name	Name of the Category user wants to add.
2	Department Name	Name of the department to which user wants to link the category.
3	Category List	List of the Category.
4	Delete	To delete a category.
5	Add	Button to add new Category name into database.
6	Update	Update details of an existing Category.
7	Clear	Clear will clear all the fields.

6.3 Brand

User can configure all the brands he is dealing with.

S.No	Brand Code	Brand Name	Action
1	1	Puma	X
2	2	Nike	X
3	3	Samsung	X
4	4	Apple	X
5	5	Madame	X
6	6	Monte Carlo	X

1 ← Brand Name Brand Name _____

2 ← 3 →

4 ← Add 5 ← Update 6 ← Clear

Figure 59: Brand Configuration



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Label	Field	Description
1	Brand name	Name of the brand user wants to add.
2	Brand List	List of the brands.
3	Delete	To delete a brand.
4	Add	Button to add new brand name into database.
5	Update	Update details of an existing brand.
6	Clear	Clear will clear all the fields.

6.4 Discount

Avaling discounts to the customers is now made easy. User can configure various types of discounts, in percentage and can be used at the time of billing.

The screenshot shows the 'Discount' configuration screen. The 'Discount' tab is selected. The main area displays a table of discounts:

S.No	Description	Percent
1	New Year Bash	25.0
2	Lohri12	12.0
3	Onam	5.0

Below the table, there is a note: *Please note % entered is taken upto 2 digits after decimal. At the bottom, there are buttons for Add, Update, and Clear, along with navigation icons.

Figure 60: Discount



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Label	Field	Description
1	Discount Description	Description of the discount provided by the user.
2	Discount percentage	Discount in percentage.
3	Discount's List	List of all discounts configured in application
4	Delete	Delete a discount record.
5	Add	Button to add discount into database.
6	Update	Update details of an existing discount.
7	Clear	Clear will clear all the fields.

6.5 Coupon

User can configure various coupons with amount and can use them at the time of billing.

e.g.: Rs.500 cashback.

S.No	Description	Amount
1	Flat50OFF	50.0
2	Cashback100	100.0
3	Flat Rs.299 off pon first order	299.0

Buttons at the bottom:

- 5 ← Add
- 6 ← Update
- 7 ← Clear

Figure 61: Coupon



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Label	Field	Description
1	Coupon Description	Description of the Coupon provided by the user.
2	Coupon Amount	Coupon in amount.
3	Coupon's List	List of all coupons configured in application.
4	Delete	Delete a coupon from the list.
5	Add	Button to add Coupon into database.
6	Update	Update details of an existing Coupon.
7	Clear	Clear all the fields.

6.6 Other charges

User can apply extra charges and can decide whether to charge customer or not by clicking on the check box. If check box is checked, then the amount is chargeable and will automatically be added into total bill. e.g.: User can apply other charges (as packing charges).

S.No	Description	Amount	Chargeable
1	packing charges	10.0	YES

Figure 62: Other charges



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Label	Field	Description
1	Other charge Description	Description of the Other charge provided by the user.
2	Other charge Amount	Other charge in amount.
3	Chargeable	Check the checkbox if user wants to charge for this other charges.
4	Delete	Delete Other charge from the list.
5	Add	Button to add Other charge into database.
6	Update	Update details of an existing Other charge.
7	Clear	Clear will clear all the fields.

6.7 Reward Points Configuration

User can configure the amount to be converted into Reward points, minimum points to redeem and etc.

1	Amount Eligible for Reward Points	100
2	Reward Points	1
3	Amount Equivalent to 1 Reward Point	1.0
4	Minimum Reward Points to Redeem	50
5	Update	
6	Clear	

Figure 63: Loyalty Point Configuration



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Label	Field	Description
1	Amount conversion in loyalty	How much amount will be equal to the required loyalty point(s).
2	Loyalty Points	How much loyalty points will be given on amount mentioned in <i>Amount conversion in loyalty</i> field.
3	Amount equivalent to 1 loyalty point	How much amount a customer will earn on 1 loyalty point.
4	Minimum Loyalty Points to Redeem	Minimum loyalty points a customer requires to redeem the points.
5	Update	Update details of an existing Other charge.
6	Clear	Clear will clear all the fields.



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7. Day End

User can end his day of business by clicking on “Day End” in Navigation Drawer. If Date and Time is set to automatic then application will automatically pick the device’s date and time and if user has set date and time to manual then user will get an option to choose the date on which he wants to end his day. For settings [click here](#) in Section 12.3.

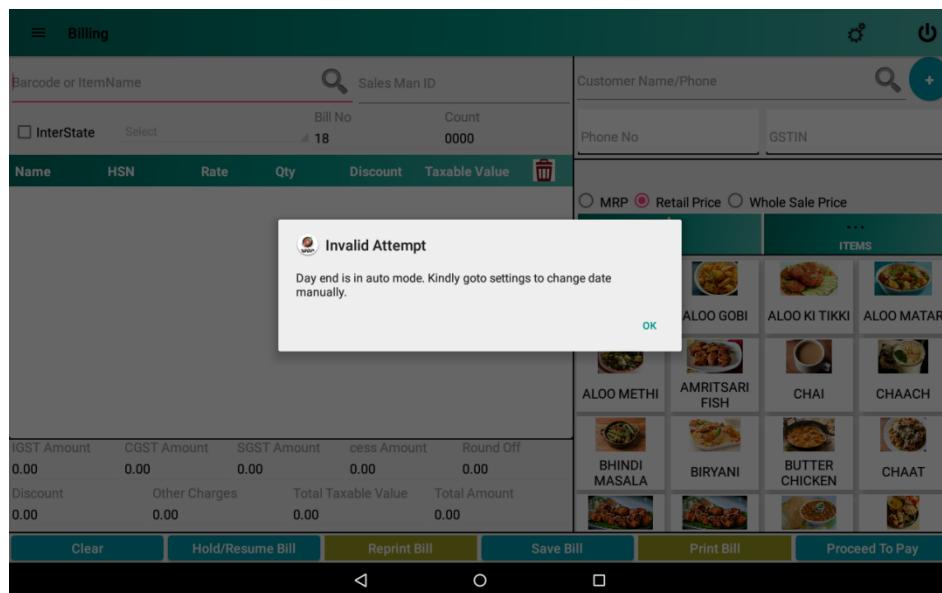


Figure 64: Auto Day End

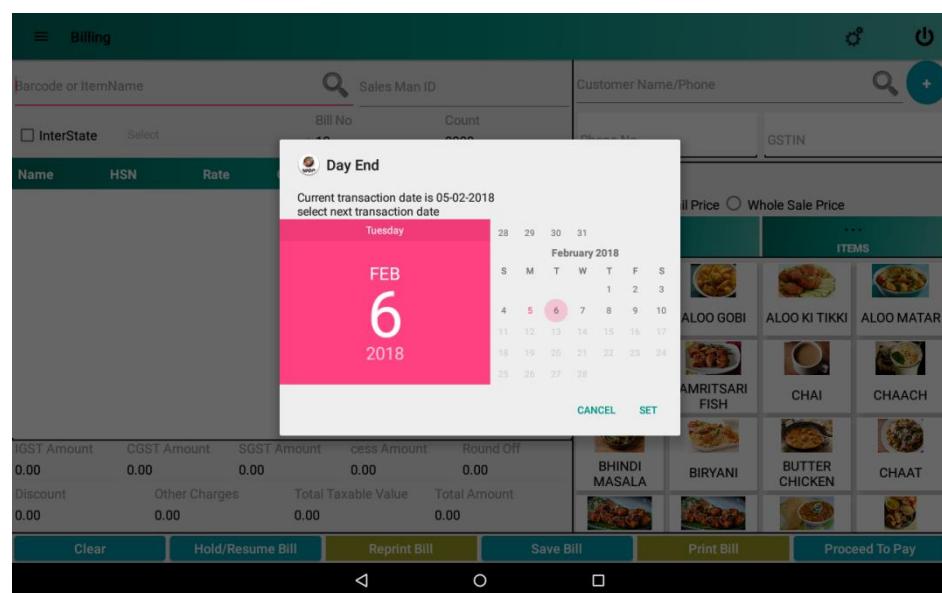


Figure 65: Manual Day End



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8. Reports

8.1 Sales Report

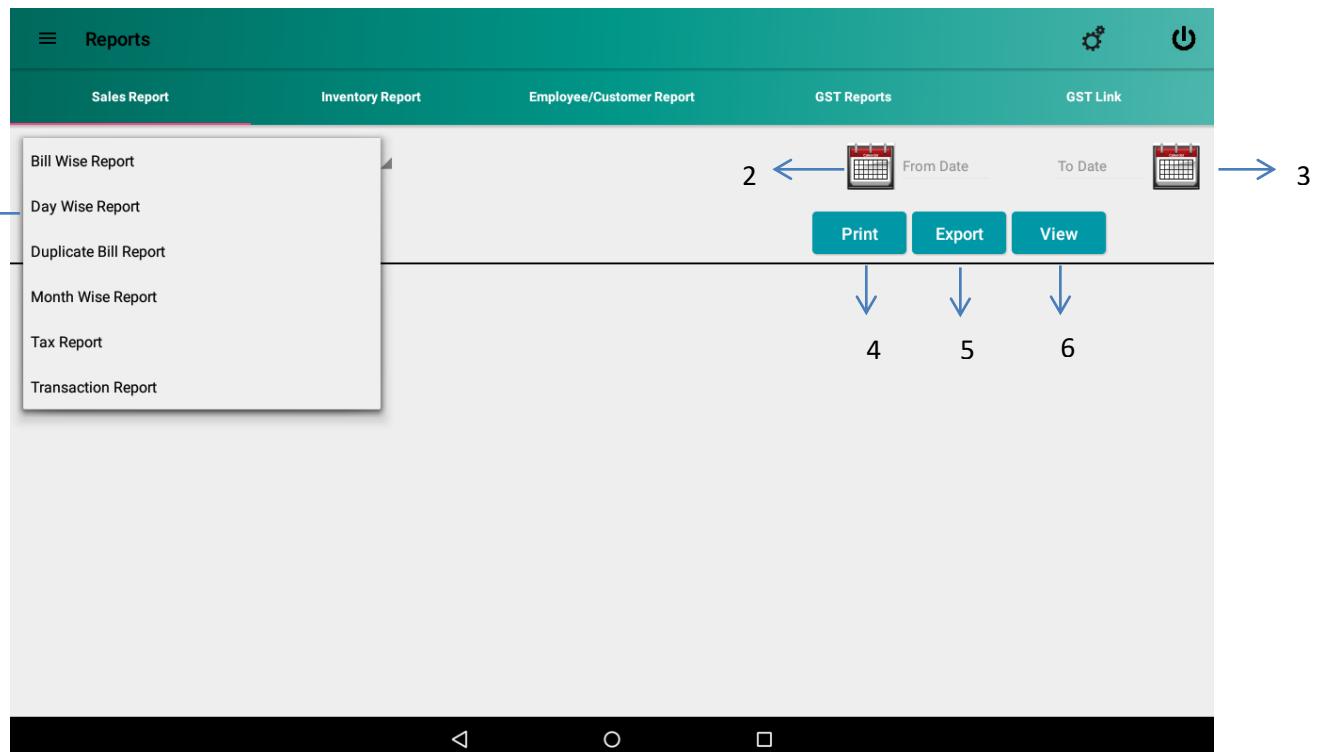


Figure 66: Sales Report

Label	Field	Description
1	Sales Report	Application provides different views in which user can see the sales report.
2	From Date	Start date from which user wants to see the report.
3	To Date	End date to which user wants to see the reports.
4	Print	Allows user to print the report.
5	Export	Allows user to export the report in .csv format.
6	View	Shows report within the range of date mentioned.



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8.2 Inventory Report

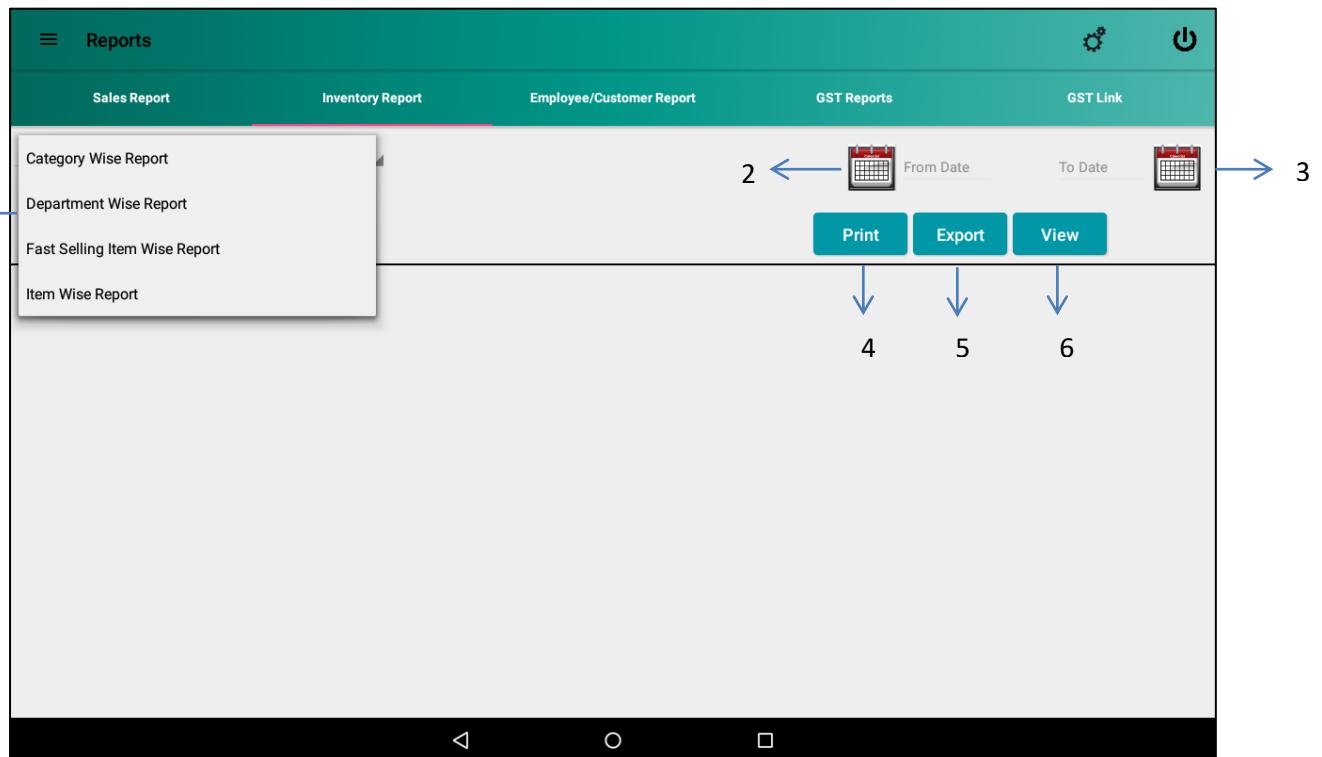


Figure 67: Inventory Report

Label	Field	Description
1	Inventory Report	Application provides different views in which user can see the inventory report.
2	From Date	Start date from which user wants to see the report.
3	To Date	End date to which user wants to see the reports.
4	Print	Allows user to print the report.
5	Export	Allows user to export the report in .csv format.
6	View	Shows report within the range of date mentioned.



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8.3 Employee/Customer Report

The screenshot shows the 'Employee/Customer Report' section of the application. On the left, a sidebar displays a list of report types. At the top, there are date filters for 'From Date' and 'To Date'. Below these are three buttons: 'Print', 'Export', and 'View'. Blue numbered arrows on the right side of the screenshot point to specific elements in the table below, corresponding to the numbered labels in the table.

Figure 68: Employee/Customer Report

Label	Field	Description
1	Employee/Customer Report	Application provides different views in which user can see the employee/customer report.
2	From Date	Start date from which user wants to see the report.
3	To Date	End date to which user wants to see the reports.
4	Print	Allows user to print the report.
5	Export	Allows user to export the report in .csv format.
6	View	Shows report within the range of date mentioned.



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8.4 GST Reports

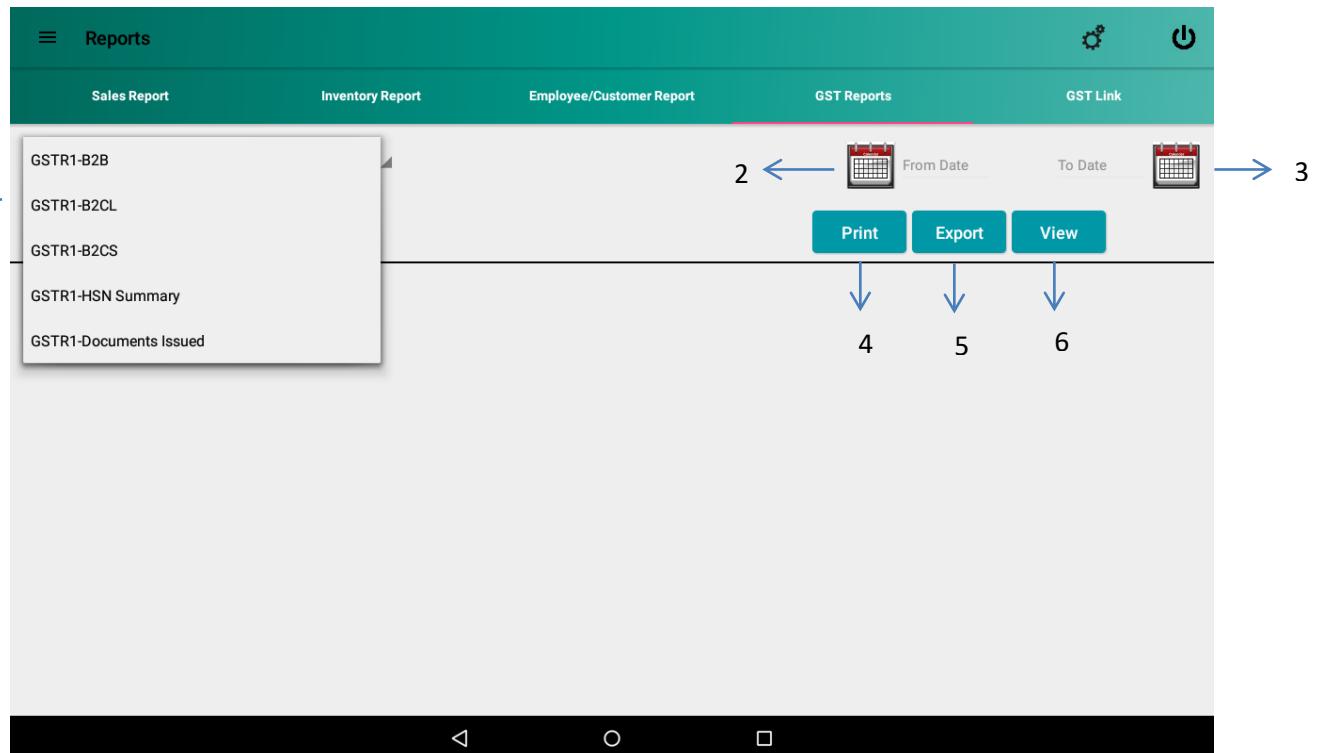


Figure 69: GST Reports

Label	Field	Description
1	GST Report	Application provides different views in which user can see the GST report.
2	From Date	Start date from which user wants to see the report.
3	To Date	End date to which user wants to see the reports.
4	Print	Allows user to print the report.
5	Export	Allows user to export the report in .csv format.
6	View	Shows report within the range of date mentioned.
7	Close	Closes the reports screen.



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8.5 GST Link

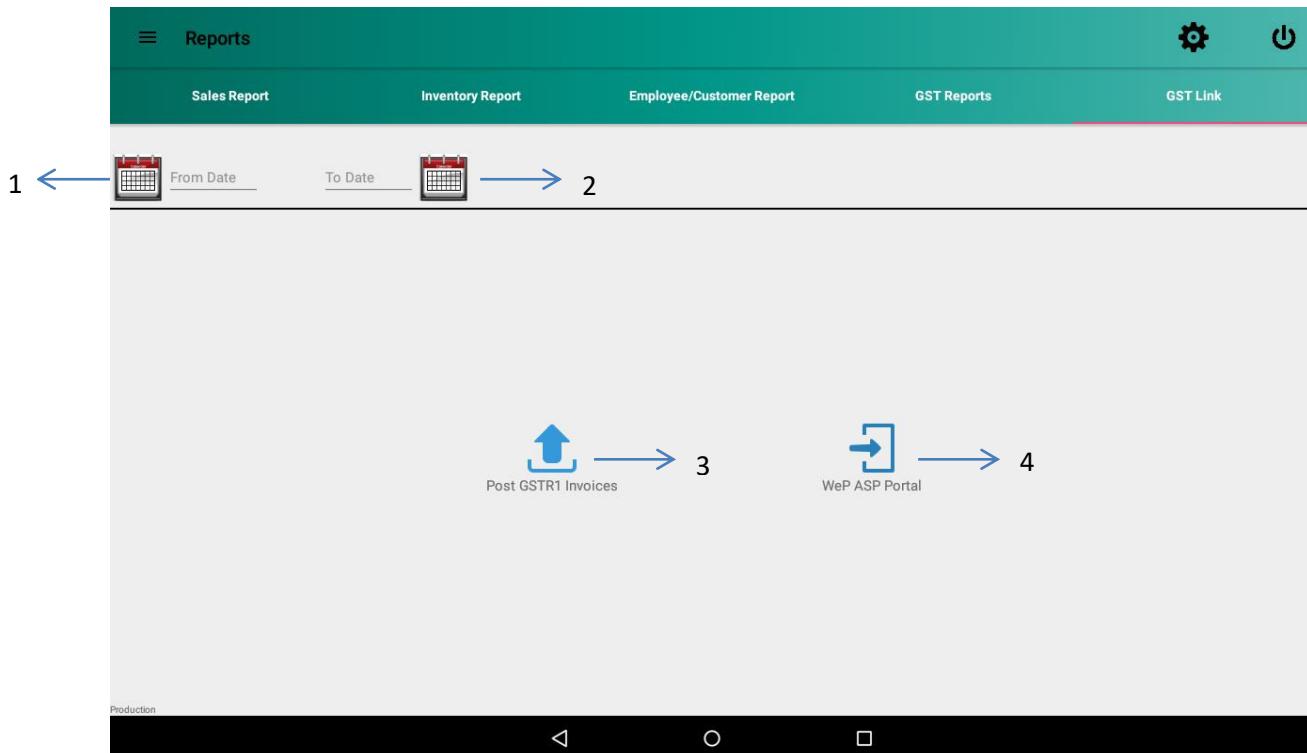


Figure 70: GST Link

Label	Field	Description
1	From Date	Start date from which user wants to see the report.
2	To Date	End date to which user wants to see the reports.
3	Post GSTR1 Invoices	Uploads GSTR1 invoices.
4	WeP ASP Portal	Go to WeP GSP Portal.



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9. Settings

Settings screen allows user to configure:

- Owner details
- Header and footer that is going to be printed on bill.
- Application settings like Reset all settings, create a backup of current database image and factory reset to erase everything.
- Other settings allow user to set options for date and time, fast billing mode, table splitting and etc.

9.1 Owner Details

User can see owner details which he has filled in starting.

Note: After printing first Bill/Invoice, user will no longer be able to modify these details. Before that user can modify "Owner's Details" except for GSTIN, Ref No., bill No. & pre-fix.

The screenshot shows the 'Owner Details' tab selected in the top navigation bar. Below it, there are eight input fields numbered 1 through 8, each with a blue arrow pointing to its corresponding label. The fields contain the following information:

Number	Label	Value
1	FIRM NAME*	Jaggi sweets
2	GSTIN*	09ANTPA0870E1Z6
3	PHONE*	9876543210
4	E-MAIL*	sachin.verma@wepdigital.com
5	ADDRESS*	Near <u>Anardana market</u> , <u>Baradari chowk</u> , Patiala
6	BillNo Prefix	WEP007
7	POS*	Uttar Pradesh 09
8	Reference No	Jaggi

At the bottom, there is a large teal 'Apply' button with a white arrow pointing to it, followed by three navigation icons: a left arrow, a circle, and a square.

Figure 71: Owner Details setting



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Label	Field	Description
1	Firm Name	Name of the firm.
2	GSTIN	GSTIN code of the owner.
3	Phone	Phone number of the owner.
4	Email	Email id of the owner.
5	Address	Address of the owner.
6	Bill no prefix	Prefix of bill number.
7	POS	Place of supply of the owner.
8	Reference number	Reference number with respect to WeP GST panel.
9	Apply	Apply changes.

9.2 Header & Footer

Header will be printed at the top of the bill and footer will be printed at the end of the bill.

Header Text Line 1	Jaggi Sweats
Header Text Line 2	Near Anardana Chowk
Header Text Line 3	Adalat bazar
Header Text Line 4	Patiala
Header Text Line 5	147003
Footer Text Line 1	Thank You
Footer Text Line 2	Visit Us Again
Footer Text Line 3	For Complaints
Footer Text Line 4	Please contact
Footer Text Line 5	9876543201

Figure 72: Header and Footer settings



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Label	Field	Description
1	Header	The text will appear in the starting of the bill.
2	Footer	The text will appear in the end of the bill.
3	Apply	Apply changes.

9.3 Others

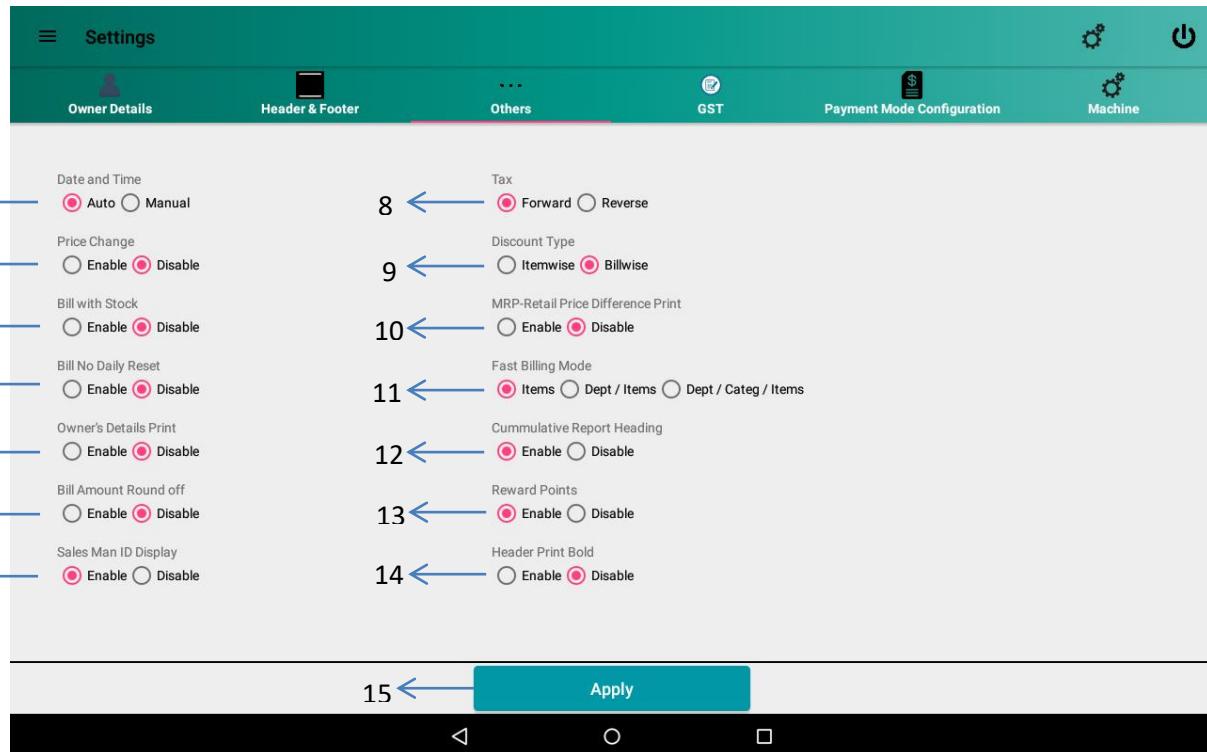


Figure 73: Other setting

Label	Field	Description
1	Date and Time	Auto: Application will automatically picks up the device's date and time. Manual: User can manually select a date and time.
2	Price Change	If enabled, user has the facility to change the price



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		of an item at the time of billing.
3	Bill with stock	If enabled then on every bill generated, quantity of items will be deducted from the stock.
4	Bill no. daily reset	If enabled bill number will be changed to 1 count after a day is ended.
5	Owner's details print	If enabled, then own details will be printed on bill.
6	Bill amount round off	If enabled, the bill amount will be rounded off.
7	Sales Man ID Display	If enabled, a field to enter sales man id will appear in billing screen and User Management screen.
8	Tax	Allows user to select a Type of Tax from Forward and Reverse tax. <u>Note: Bill-wise Discount and cess is not applicable in Reverse Tax. Only Item-wise discount is applicable.</u>
9	Discount type	User can provide discount on item or on bill.
10	MRP Retail Price Discount Print	If enabled, discount on MRP retail price will be printed on bill.
11	Fast Billing Mode	Items: Only items will be shown at the time of billing. Department/Item: Department and Items both will be shown at the time of billing. User can sort items according to departments. Department/Category/Item: All three things will be shown at the time of billing and user can sort items according to departments and then by



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		category.
12	Cumulative Report Heading	If enabled, then a cumulated report will be generated for all the services provided by the user.
13	Reward Points	If enabled, customer will get reward points on every purchase he makes.
14	Header print bold	If enabled, header will be printed in bold.
15	Apply	Apply changes.

9.4 GST

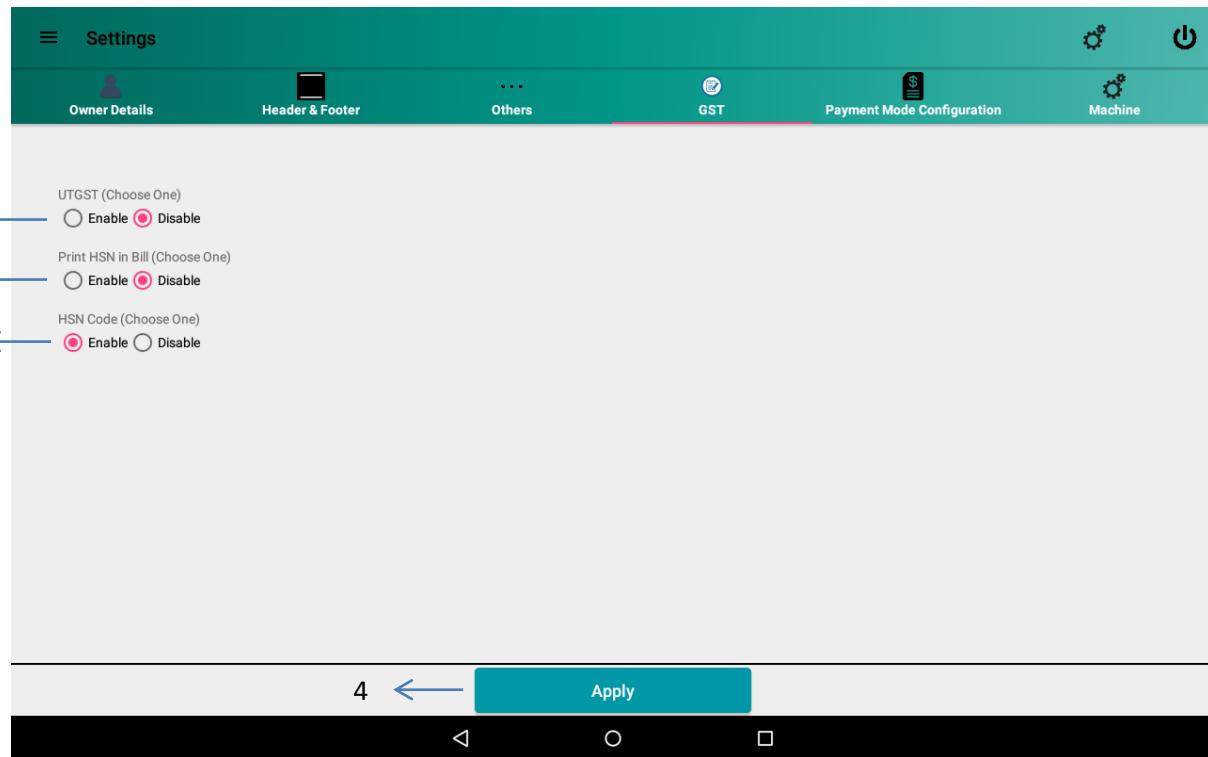


Figure 74: GST setting



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Label	Field	Description
1	UTGST	If enabled, then UTGST will be applicable on items.
2	Print HSN in Bill	If enabled, then HSN will be printed in bill.
3	HSN Code	If enabled, user can configure HSN code for each item in item master.
4	Apply	Apply changes.

9.5 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/>

Similarly user can configure required credentials for AEPS also.

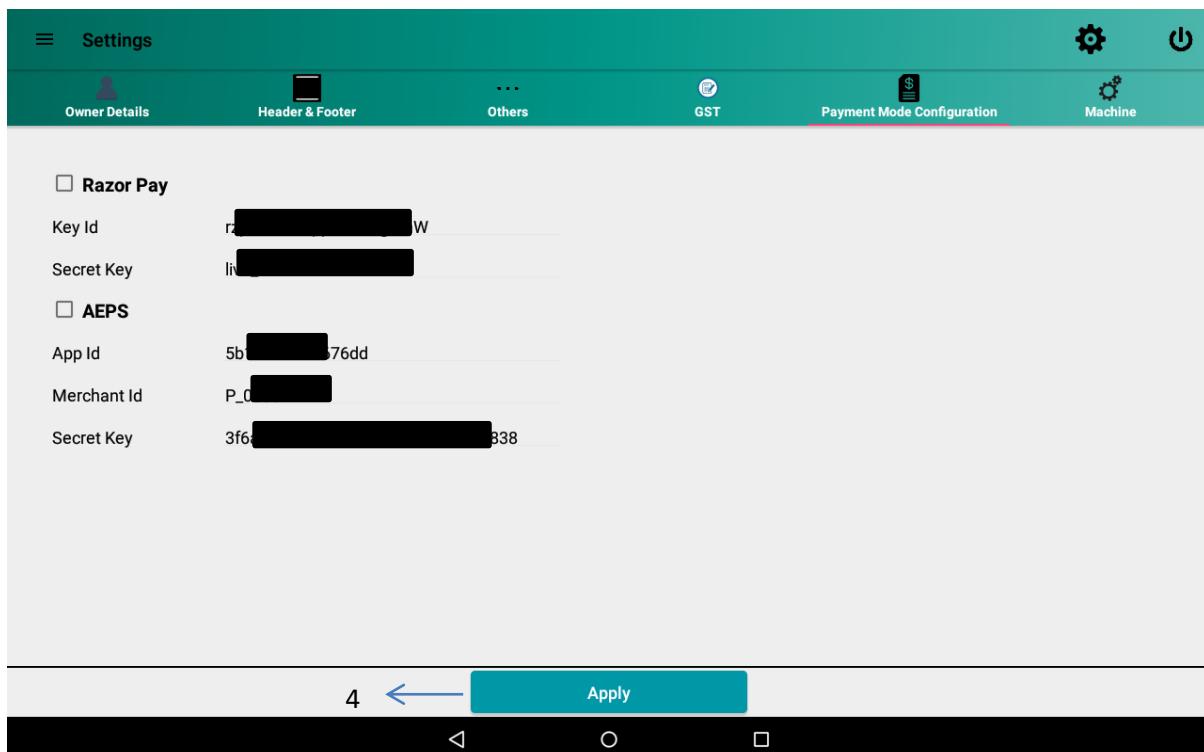


Figure 75: Payment Mode Configuration



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9.6 Machine

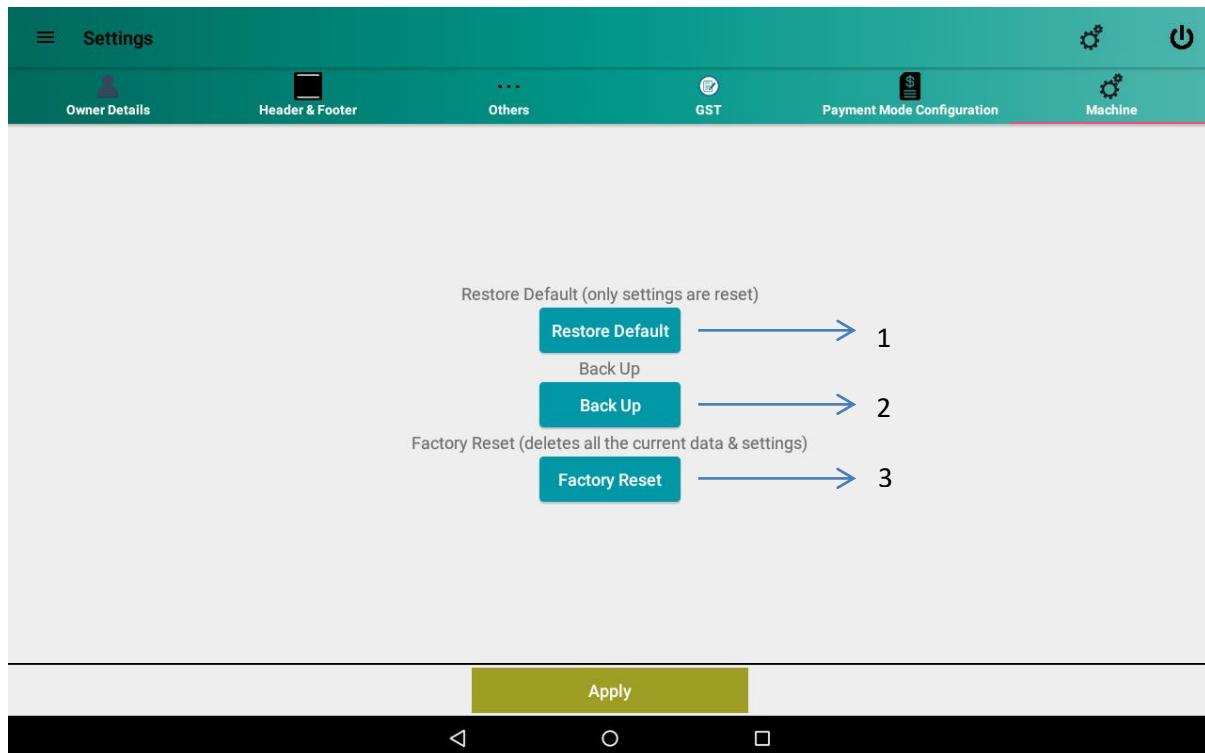


Figure 76: Machine setting

Label	Field	Description
1	Restore Default	This option will restore all default settings in the system.
2	Back up	User can take a backup of the database and can create as many as backups user wants. Backups will be stored in device's internal memory under "WeP_Retail_Backup" directory.
3	Factory Reset	Factory reset will erase everything and application will come in its initial stage as it was installed for first time.



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10. Limitations & Recommendations

1. Item search through barcode is recommended to be done through barcode scanner.
2. Payment like eWallet, MSwipe requires good internet connectivity.



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11. FAQs

Q. Is any configuration required for barcode before using?

A. Yes, kindly configure your barcode scanner to return line feed after scanning.

Q. Upon using clicking MSwipe Payment, I am being asked for username and password.

Where do I get these?

A. You will be provided with username and password at the time of purchase of MSwipe Machine.

Q. On clicking Wallet Payment, I am getting message “Invalid credentials”

A. You have to go to RazorPay website and get register. Upon successful registration, you will be provided with Key Id. Go to payment mode configuration and enter this Key Id and save it. Now you will be able to use Wallet Payment.

Q. After scanning barcode of an item, it is not added into order list.

A. User needs to configure their barcode scanner to add line feed suffix, only then you will be able to add item in order list directly after scanning item's barcode. [See Details](#) in section 4.1.1.

Q List of documents required for registering with MSwipe

A. 1. MSwipe OnBoard Document

2. MSwipe Application Form

Individual Account

- PAN Card of individual
- Address Proof of the individual
- Cancelled cheque
- Rental Agreement of the shop / business

Proprietorship

- PAN Card of Proprietor
- Shop Establishment / VAT Certificate (Proof of Business)



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- Address Proof of the Shop / Business (Rental Agreement)
- Cancelled cheque

Q. Is there any helpline no for customers

A. 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

For more information visit us at: www.wepdigital.com