

Overview of products and services module

Products and services modules is designed to keep track of items and services you use, purchase or sale.

Each item is identified by a unique code. You can link various information to each item like prices, images, barcodes, logistics data or stock.

This module is linked to sales modules. When creting a sales documents, items descriptions can be pulled directly from items database.

Products and services modules helps you to maintain and manage your items.

Your can quickly search existing items

Or view an item list

And create any type of item or service.

Those item will be used in other modules if available:

- Sales (invoice,s quotes, purchases)
- Logistics (Orders, deliveries)

Items

Search

Items list

Create

Parameters

Enter item code, barcode or name

You can set some global parameters here

Create

Item creation is divided in 4 parts:

- general description
- logistics data
- price references
- barcodes

Search Items list Create

By default, item is set to active at creation point

active

- Select -

Type is used to classified item codes

Item type. The first 3 letters of the type will be used to generate an item code for new item.

Main description

Extended description

Main and detailed description. Main will appear in most related documents like invoice for example

supplier item code

supplier item code if any

supplier name

Not applicable

Supplier references if any

item department

item family

item collection

item color

size

Various item tags that can help sort and classified items:
 Department tag
 Family tag
 Collection tag
 Color tag

- general description
- logistics data
- price references
- barcodes

The screenshot shows a web form titled "Logistics" with several input fields and callout boxes:

- stock in units**: A text input field. A callout box explains: "Stock available can be entered here. Later stock values can be modified via logistic operations like receiving or delivery".
- unit measure**: A dropdown menu. A callout box explains: "Any type of measurement unit can be set".
- item size**: A text input field. A callout box explains: "Various logistics data: Item size (I.e 20x30x1 or 3L , etc...)"
- pack size**: A text input field. A callout box explains: "Pack size (any packing configuration)"
- quantity per pack**: A text input field. A callout box explains: "Quantity per Pack"
- 20ft quantity**: A text input field. A callout box explains: "Quantities per container size"
- 40ft quantity**: A text input field. A callout box explains: "Minimum Order quantity"
- minimum order**: A text input field. A callout box explains: "Minimum Order quantity"

- general description
- logistics data
- price references
- barcodes

Prices

purchase price: purchase currency: -- ▾

date purchase

local prices currency
-- ▾

normal price

promotion 10%

promotion 20%

export currency
-- ▾

discount 30%

export promotion price

export discount price

Different prices can be maintained by item:
Purchase
Local (default)
Export (default)

Prices can be expressed in different currencies when using multi-currencies configuration
I.e import price in USD and local selling price in EUR

For local and export, 3 price types can be used:
Normal price
Promotion price
Discount price
However, you can override the price **type labels in parameters** if you need different categories.

- general description
- logistics data
- price references
- barcodes

▼ Barcodes

new barcode

add new barcode

encoding

EAN-13 ▼

- EAN-13
- UPC-A
- EAN-8
- UPC-E
- S205
- I205
- I25
- POSTNET
- CODABAR
- CODE128**
- CODE39
- CODE93

You can add barcode and add as many barcode as needed when editing item

List of standard barcode encoding system is available

You can search items created by any reference:

- id
- item code
- barcode
- main description










Once the item is selected, click 'open' to access the item card

Items

Search Items list Create Parameters

Search box

ted

| | |
|---|--|
|  | 11 Ted11 9555444100003 John Ted xyc-296 |
|  | 17 Ted17 9555444100034 Angela Ted XYP-376 |
|  | 18 Ted18 9555444100041 Travelling Ted XYP-481 |
|  | 19 Ted19 9555444100041 Cooking Ted XYP-484 |
|  | 20 Ted20 9555444100065 Your Friend Ted XYG-007 |
|  | 21 Ted21 9555444100065 Happy Ted XYG-005 |
|  | 23 Ted23 9555444100072 Blue Ted XYC-003 |
|  | 1198 T1198 9555216563173 TESCO APRON BARCADI |
|  | 1218 B1218 9555444108399 TESCO APRON-BARCADI |

Click on item to open view

The item card can be viewed with all details recorded.

Product and services item

Links to **edit** current item,
clone current item into
different item
Or **delete** current item

[View](#)
[Edit](#)
[Clone](#)
[Delete](#)

Print in Pdf format

[Print](#)
[New search](#)
[List](#)

(Last edit : 2015-07-01)

My Company Ltd

Item code : B966
Supplier : Teng Kwang Industries Sdn Bhd
Main description
THEO WALL CLOCK SQ 14 EG6o82
Tag department : Home deco
Tag family : electrical
Tag collection : classic

Item type : B
Supplier code : 443453
Other description
THEO WALL CLOCK SQ 14" EG6o82
Tag size : Medium
Tag color : white

Logistic

| | |
|--------------------------------|----------|
| Stock | 276 |
| Size | 45cm |
| Packing size | 60x60x10 |
| Quantity per pack | 1 |
| Quantity per 20 feet container | 15000 |
| Quantity per 40 feet container | 35000 |
| Minimum order | 1000 |

Prices

Prices

Custom price labels

| | |
|--------------------------|------------|
| Purchase : | 4.06 USD 0 |
| normal price : | 30.29 MYR |
| promotion 10% : | 0 MYR |
| promotion 20% : | 0 MYR |
| discount 30% : | 0 |
| export promotion price : | 0 |
| export discount price : | 0 |

Barcodes

9555444100034

EAN-13



Item images can be uploaded from the view page directly.

To delete image or edit other item data, go to 'edit' tab.

Prices

Barcodes

Images

Select the image file and upload

Browse... No file selected.

Upload



Edit item 966

active

My Company Ltd

B

Item type

THEO WALL CLOCK SQ 14 EG6082

B *I*       Format -  Source

THEO WALL CLOCK SQ 14" EG6o82

Text format Basic HTML

Main description
Use plain text format

Secondary description or
extended description
Use formatted text input for
HTML display options

supplier item code

443453

supplier name

Teng Kwang Industries Sdn Bhd

Home deco

item department

electrical

item family

classic

item collection

white

item color

Medium

Edit view

Part 2

▼ Logistics

stock in units unit measure

item size

pack size

quantity per pack

quantity per 20ft container

quantity per 40ft container

minimum order quantity

Prices

purchase price: **purchase currency:**

date purchase

local prices currency

normal price

promotion 10%

promotion 20%

export currency

discount 30%

export promotion price

export discount price

Barcodes

add new barcode


encoding

delete barcode

barcode

encoding

Images



delete image

Record

Printable view

Last edit: 2017-04-19
 Company: My Company Ltd
 Item code: Ted17
 Supplier:
 Item type: Ted
 Supplier code: XYP-376

Main description: Angela Ted
 Other description: Lovely Ted

Department:
 Family: Teddy
 Collection:
 Size tag: n/a
 Color:

Logistics:

Stock: -1
 Size: 100*100*100
 Packing size: 43*43*35
 Quantity per pack: 12
 Quantity per 20 feet container:
 Quantity per 40 feet container: 1500
 Minimum order: 600

Prices:

Purchase: 4 USD (2015-02-09)
 normal price: 30 MYR
 promotion 10%: 27 MYR
 promotion 20%: 24 MYR
 discount 30%: 0 USD
 export promotion price: 0 USD
 export discount price: 0 USD

Images:



Barcodes:


Ted17
 Angela Ted



Clone item 966

[View](#) [Edit](#) [Clone](#) [Delete](#)

Data are cloned.
You can change them before
saving item under different
item code

 Item will be duplicated under different itemcode


active

My Company Ltd

B

Item type

THEO WALL CLOCK SQ 14 EG6082

B *I*       Format  Source

THEO WALL CLOCK SQ 14" EG6082

Text format

[About text formats](#) 

supplier item code

Items can be listed by criteria in 'items list' tab

Product and services list

Search Items list Create

Set item filter criteria and click 'Apply' to search or 'reset' to enter new criteria

Filter

Entity: My Company Ltd Status: Active

Tags: Department Home deco

items per page: 50

Number of items to display per page

Apply Reset

Export list in excel format

Export

| Id | Item Code | Name | Operations |
|-----|-----------|------------------------------|------------|
| 966 | B966 | THEO WALL CLOCK SQ 14 EG6082 | View |

Item main references

For each item listed, a menu is available to access view or edit page. A delete option is also available

Delete product or services

[Items list](#)

Item ref. B966

Item ref. THEO WALL CLOCK SQ 14 EG6o82

The stock value for this item is not null: 276 units. It cannot be deleted.

Item with positive stock
cannot be deleted

Delete product or services

[Items list](#)

Item ref. B966

Item ref. THEO WALL CLOCK SQ 14 EG6o82

Are you sure you want to delete this item ?

Delete

If item can be deleted, a
confirmation is required

Products and services parameters

Search

Items list

Create

Parameters

Go to parameters to change items settings

1st price label *

normal price

I.e. "normal price"

You can define custom display labels for all price types

2nd price label *

promotion 10%

I.e. "promotion price"

3rd price label *

promotion 20%

I.e. "discount price"

4th price label *

discount 30%

I.e. "export normal price"

5th price label *

export promotion price

I.e. "export promotion price"

6th price label *

export discount price

I.e. "export discount price"

Record



AREA
Systems

AK