

Training

Advanced Product Sale

- If a product doesn't have a barcode to scan in or if you don't physically have the stock item you will have to search for that item.
- 1. Navigate to the "Sale" tab & click "Sell Product".
- 2. Click on the **"Product"** tab.

S Product Sale - Invoice No			
Main Product Phone			
Search In Catalogue C Search In Stock			
Product Description 💽	arch 🔿		
Category Se	arch 🔿		
Search Type: In house barcode 💽	arch 🔿		
Supplier:	arch 🔿		
Select Manufacturer • : •	arch 🔿		

- 3. You can search for a product through multiple fields such as Product Descriptions, Barcode, Name, Code, Category etc...
- 4. The product will be displayed on the invoice with the sale price and quantity.

S Product Sale - Invoice No 310950			
Main	Product	Phone	
68		Discount 0 %	
Sale	10/11/2010	OrderNo	
InternalNo		Rep John Citizen 💌	
Advert	•	Notes	
Financial	Awaiting Extract 💌		
View Free Refund LayBy Qty Barcode		Barcode	
	Clear 🛆		
Product		Gty Item Sale	
Leather Ca	se Force Nokia 6120	1 19.95 19.95 Delete	

- 5. Finalise the sale by clicking on the payment type (E.g. Cash, Eftpos, and Amex).
- 6. An invoice will be printed from your selected printer type and the sale is complete.