

## Training

## **Phone Sale**

- Selling out a phone with a plan is done in a few steps.

Phone Sale Overview – Video Tutorial Phone Sale Example – Video Tutorial Editing an Existing Phone Sale – Video Tutorial Telstra MRO Phone Sale – Video Tutorial

- 1. Navigate to the "Sale" tab & click "Sell Products".
- 2. Click on the customer icon to enter in customer details.
- 3. Click on the **"Phone"** tab to select the phone/plan combination.

S Product Sale - Invoice No						
Main	Product	Phone				
Filters	Telstra Mobile Voice	Category	• 24	•		
	Consumer Next G Cap Ph	one 🔻 49	Network Type	-		
Plan	Consumer Next G Cap Phone 49/24 (200MB Data) Mobile RECONTRACT					
lmei / Sim	351984165491914	DR Phone Type ?		•		
Search	Clear 🛆					

- 4. Use the product filter to narrow down the correct plan/phone combination (a \$49 Consumer Cap Plan will be used for this example).
- 5. Enter in the IMEI Number and select **"Search"**.
- 6. Several more Tabs appear which can be filled in depending whether the handset is an MRO, the customer is an Account level customer, the item is shipped or the landline installation details are required. You will need to enter in the customers Mobile number and choose whether the contract has commission due (inside 90 days of contract) or not.
- 7. Select **"OK"** and you will be returned back to the main screen.
- 8. Confirm the details are correct and complete the sale by clicking "NIL PAY".

Phone/Plan	Imei	Mobile	Sale
Apple iPhone 4 32GB/Consumer Next G Cap Phone 49/24 (200MB Data) Mobile RECONTRACT	351984165491914	0412345678	0.00 <u>Delete</u>