

How to arrange view of items in Pictorial Billing?



HDPOS smart Tutorials

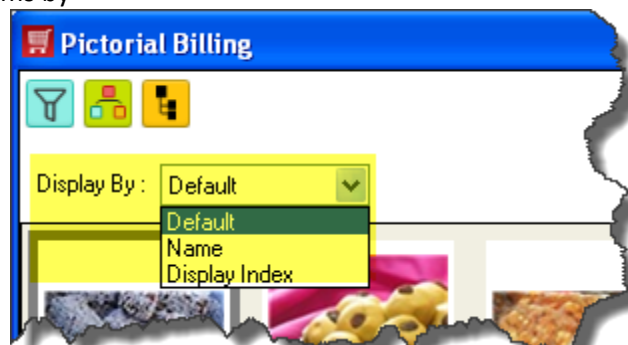
Pictorial Billing in HDPOS helps you to select your items through a pictorial representation of items.

You can select the **Pictorial billing** option from the **tool strip in the main invoice screen** to see the below **pictorial billing screen**.

Item Name	Qty	Total Price

In the Pictorial billing above you can select how you want your items to be displayed.

You can display your items by



- **Default:** This is the default arrangement of items.





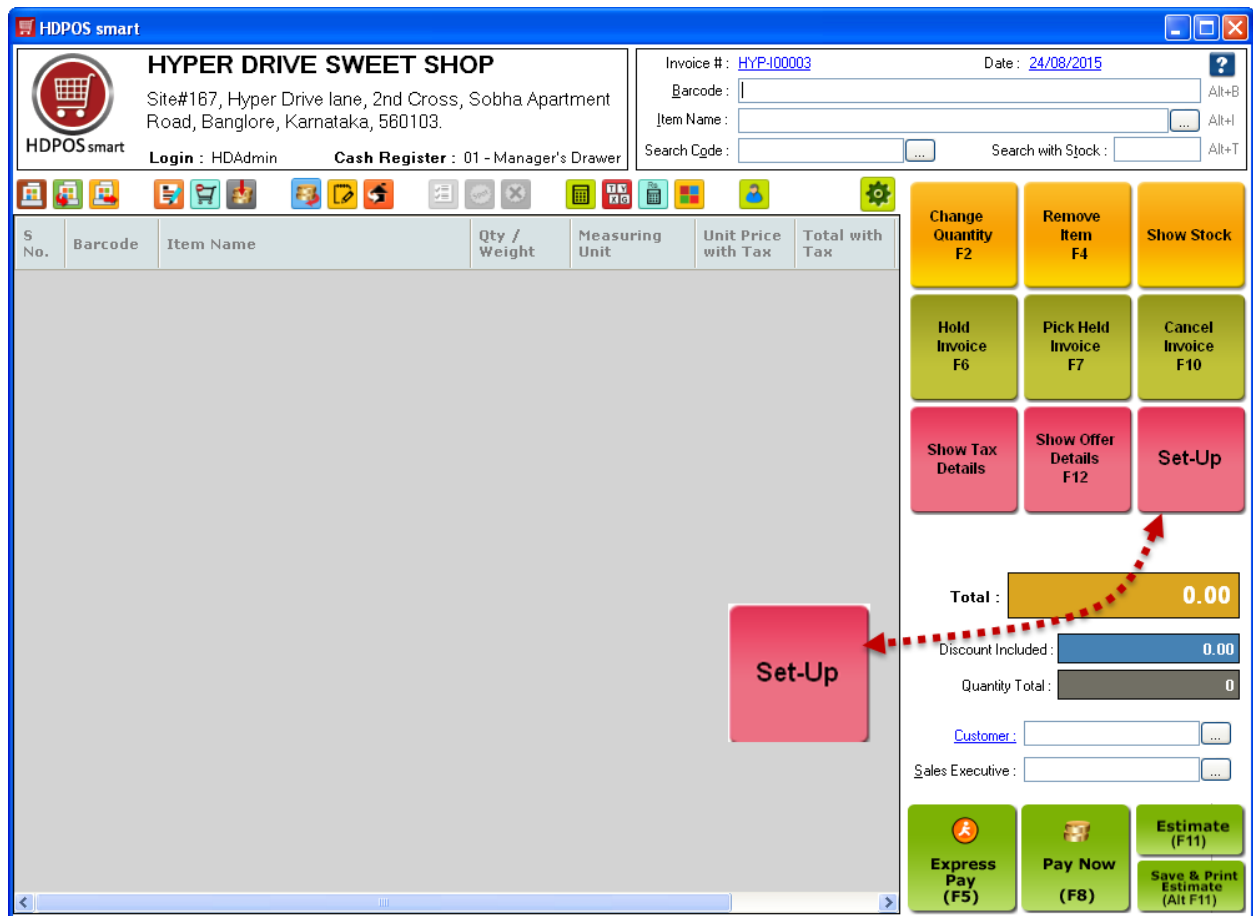
- **Name:** Here items will be displayed in Alphabetical order.
- **Display Index:** Here you can decide which items needs to be displayed first by providing items a display Index.

Display Index is nothing but a numerical value. The items with a higher numeric value will be the first to be displayed in the Pictorial Billing Screen.

In this tutorial we will see how to assign a display index to items so that we see the items of our choice first/ the fast moving items first/ today's special items first in the billing screen.

Here is what you would need to do

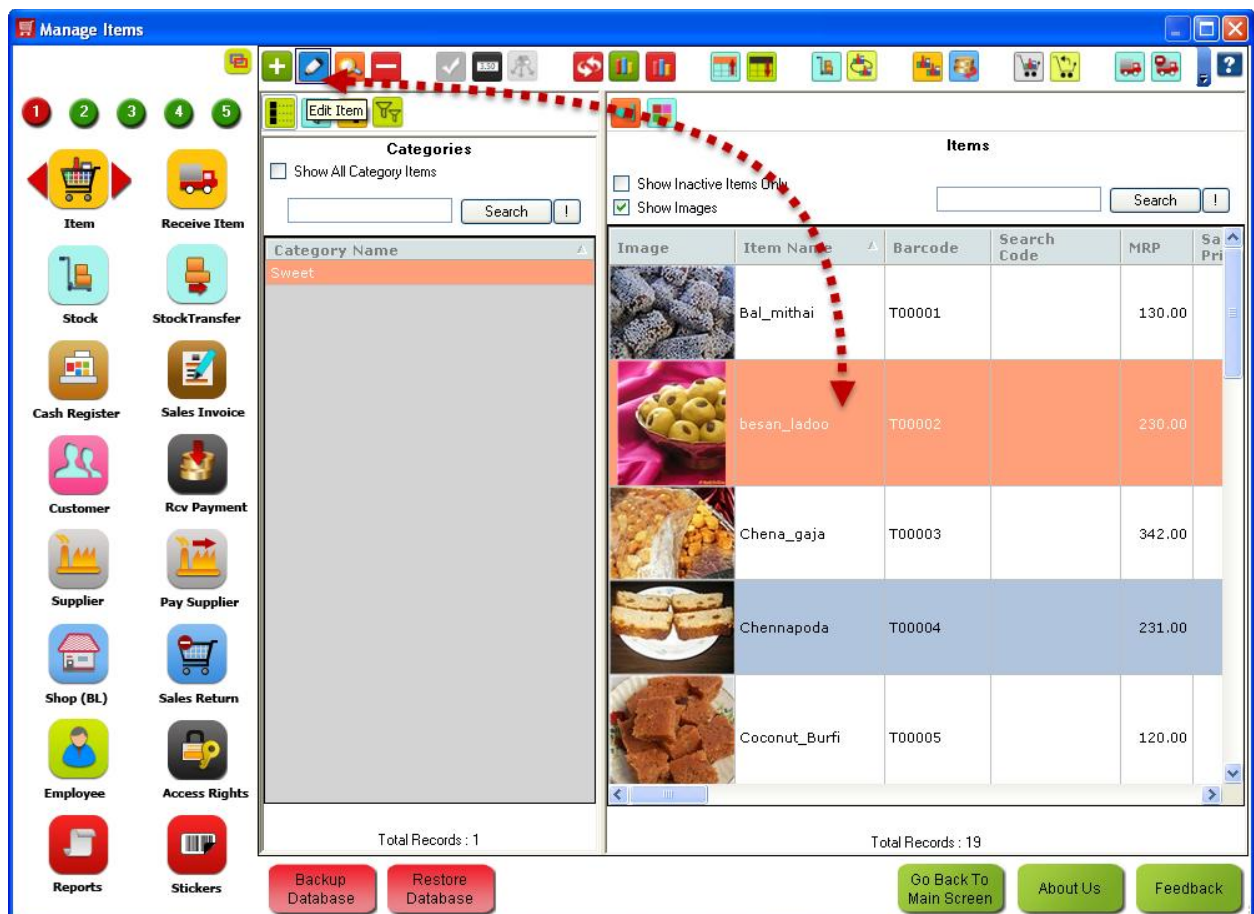
1. Run **HDPOSsmart**.
2. From the **Main invoice screen** click on **Setup**.



3. From 1st page of Set-Up click on **Item**



4. From **Manage Items** screen select the item for which you want to set a display index and click on **Edit item** option from the tool strip.





- In **Edit Item** screen click on **Display Index**. Enter a numeric value here.
Note: Items with a higher numeric value will be displayed first in Pictorial Billing.
- Click on **Update** button.

The screenshot shows the 'Edit Item' window with the following details:

- Barcode:** T00002
- Name:** besan_ladoo
- Item Unique Name:** besan_ladoo
- Item Group Name:** besan_ladoo
- Category:** Sweet
- Item Attributes:** Is Active, Not For Sale, Is Service Item, Is Purchased, Need To Print Barcode Sticker, HasBOM, Is Auto Make, Is Auto Break, Is Sortable Item, Has Manual Batch, Has Auto Batch, Is Gift Card, Has Label, Is Measured at the time of sale, Use Measuring denomination, Weighing scale used while selling, Is a Kit, Provides AMC, Is AMC Item, Only For Online Shop, Not For Online Shop, Allow to purchase on eShop when not in stock
- Tax Detail:** Tax paid while purchasing: [], Tax collected while selling: [], My Sales Price Includes Tax
- Packaging:** Purchase Measuring Unit: Kg, Sales Measuring Unit: Kg, 1 Purchase unit is equal to: 1 Sales Units.
- Pricing:** Last Purchase Unit Price: 150.00, Sales Price Before Tax: 230.00, Sales Price (My MRP): 230.00, MRP (Printed MRP): 230.00
- Display Index:** 100
- Update (F8) button:** Located at the bottom right of the interface.

5. Now when you will open pictorial billing screen, select **Display By** as **Display index** (This will show you the items with highest display index first)



Pictorial Billing

Display By: **Display Index** Size: Default Search

besan_ladoo	Bal_mithai	Chena_gaja	Chennapoda	Coconut_Burfi	coconut_peda
gram-flour-sweets	Gulab_Jamun	indian-chikki	Jalebi	Kaju_katli	mango-modak
Matkakulfi	milk-cake	Mysore_pak	Rasagulla	Rasmalai	silver-paper-barfi_pg

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Showing 18 Records

Item Name	Qty	Total Price
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Keep this window open for next bill

Change Quantity (F2)	Change Price (F3)	Remove Item (F4)
Hold Invoice (F6)	Pick Held Invoice (F7)	Cancel Invoice (F10)

Total : 0.00

Discount Included : 0.00

Quantity Total : 0

Customer :

Sales Executive :

Express Pay (F5)	Pay Now (F8)	Estimate (F11)	Save & Print Estimate (Alt F11)
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(Note: Make sure **Display By** should be **Display Index**)