

How to change currency and number format?

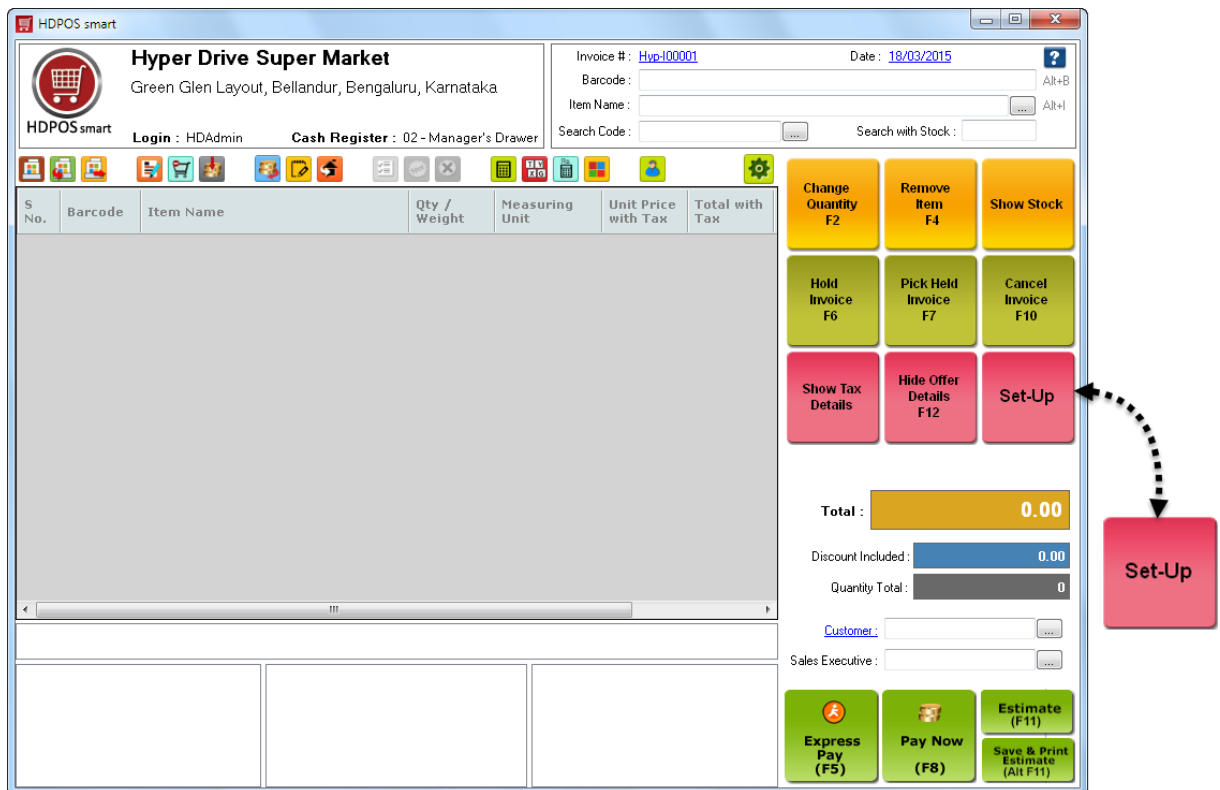


HDPOS smart Tutorials

While setting up the application you would need to change the currency and the number formats appropriately. Be it the INR, USD or any other currencies, the application supports the use of such currencies. Also, the number formats, such as the number of digits after the decimal point can be changed easily in HDPOS Smart.

The procedure to change the currency and the number format is as given below:

1. Run HDPOS smart.
2. Click on **Set-Up** button.

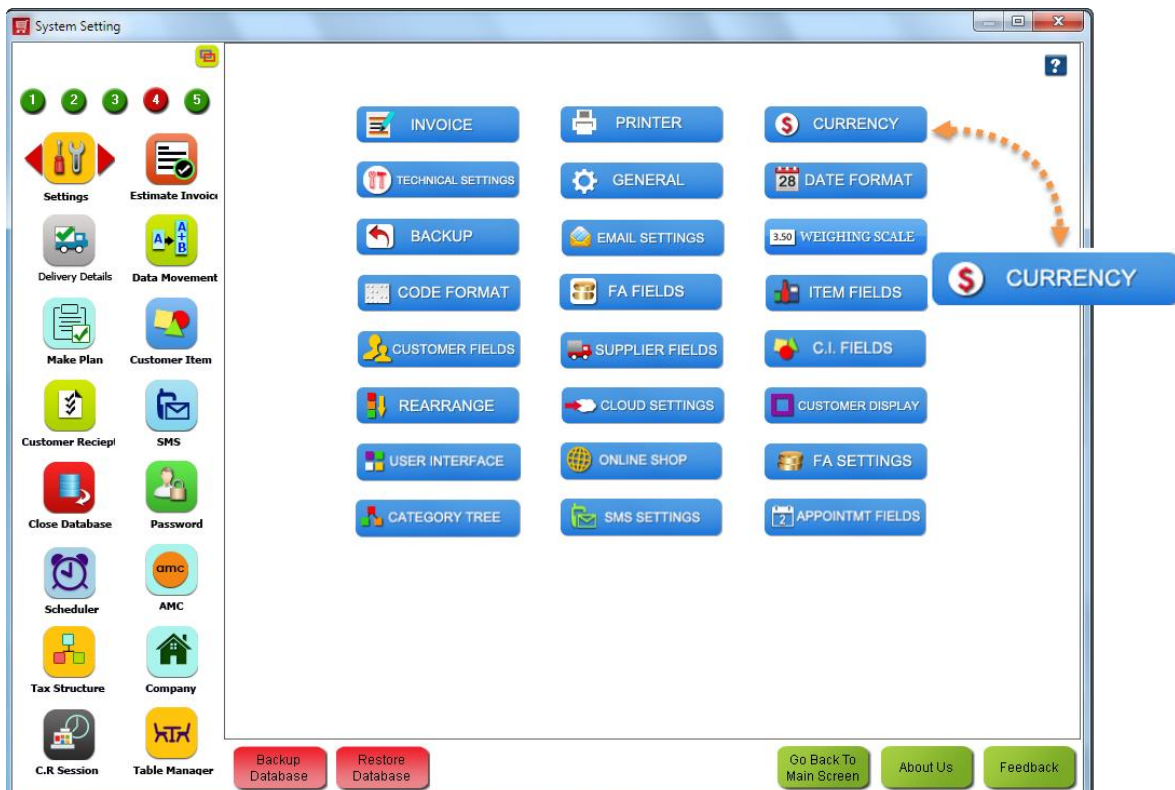




3. From the 4th page of setup, select **Settings**.



4. Click on **Currency**.





5. You will see the screen of **Currency Setting**.

Number Format

Number of Decimal Places : 3

###,###,##0.000

###,###,###0.000

Sample : **123,456,789.000**

Unit Price Format

Number of Decimal Places in Unit Price : 3

Sample : **INR 123,456,789.000**

Currency

Currency Symbol with Normal Font : INR

Symbol Position : Left Right

Sample : **INR 123,456,789.000**

Currency Symbol with Specialized Font:

Currency Symbol Font Setting : Verdana, 8.25, style=Regular

Change Font

Symbol Position : Left Right

Sample : **INR 123,456,789.000**

Apply Cancel

- i. **Number Format:** Select the appropriate number format in this section, and enter the number of decimal places. The default value is 2.
- ii. **Unit Price Format:** Enter the number of decimal places for the unit price. The default value is 2. You can choose between 1 and 4 to be provided in this field.
- iii. **Currency:** The currency symbol settings, you can choose a normal font or a specialized font. The Normal font will be applied in all the grids and the reports, but the Specialized font will be shown in all the windows where we display the amount, but will not be applied in the grids
 - a) **Currency symbol with Normal font:** You can select custom symbols here. This symbol will be displayed in the application wherever amount is specified.
 - b) **Symbol Position:** This determines the position of the currency symbol with respect to the amount. You can select either right or left.



- c) **Currency symbol with specialized font:** you can select a specialized font by clicking on the **Change Font** button. To use a new font, the font must first be installed on the computer.

NOTE: The specialized font will not be applied in grids.

6. Click on **Apply**.