

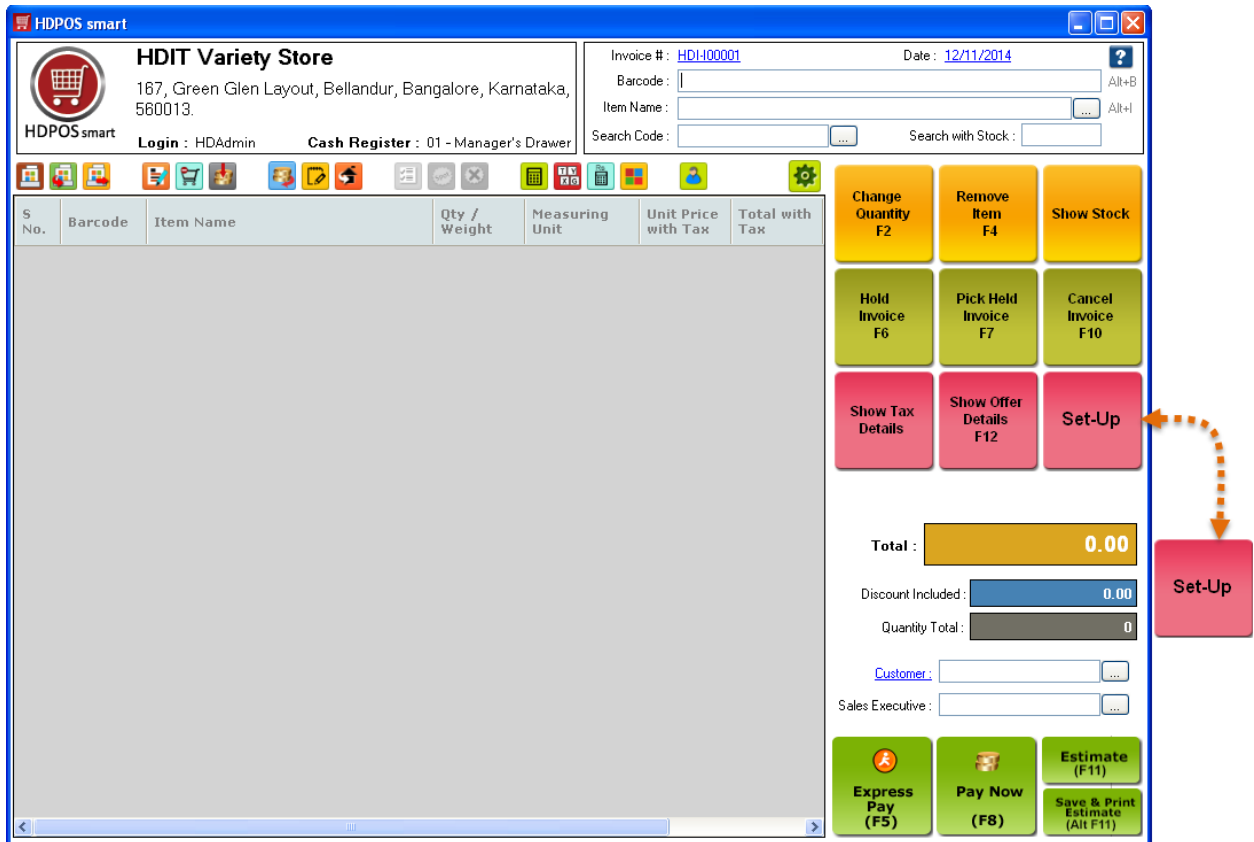
How to change price for bulk items?



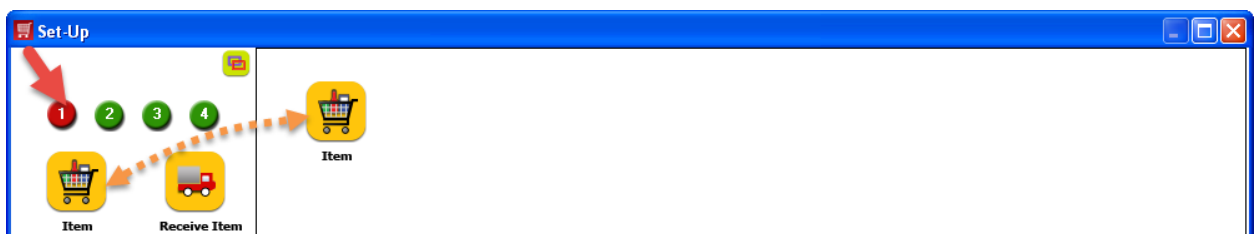
HDPOS smart Tutorials

Sometimes in your business you may want to change the price of items according to the last purchase price. To do it HDPOS follow the steps below.

1. Run **HDPOS smart**.
2. From **Main Invoice Screen**, select **Set-Up**.

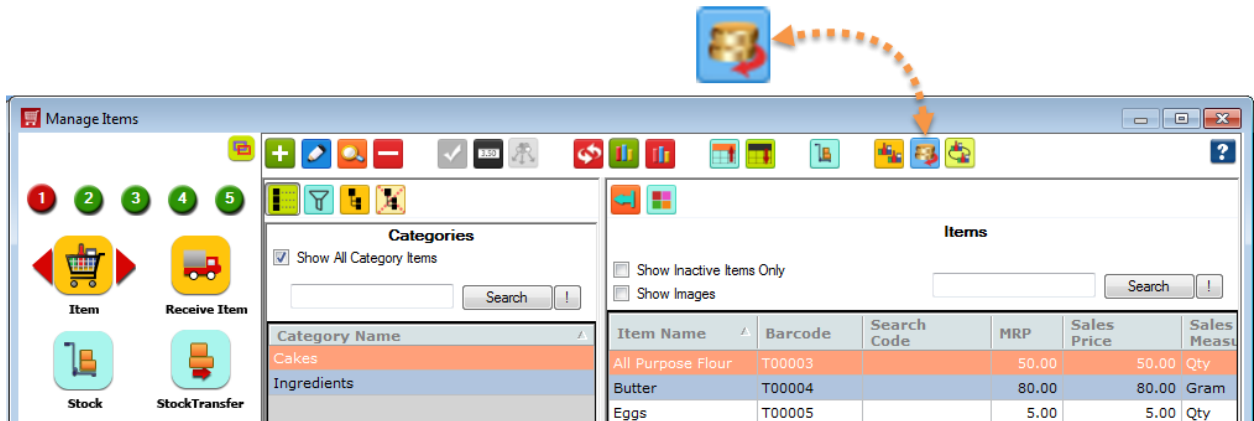


3. From the 1st page of **Set-Up**, select **Item**.

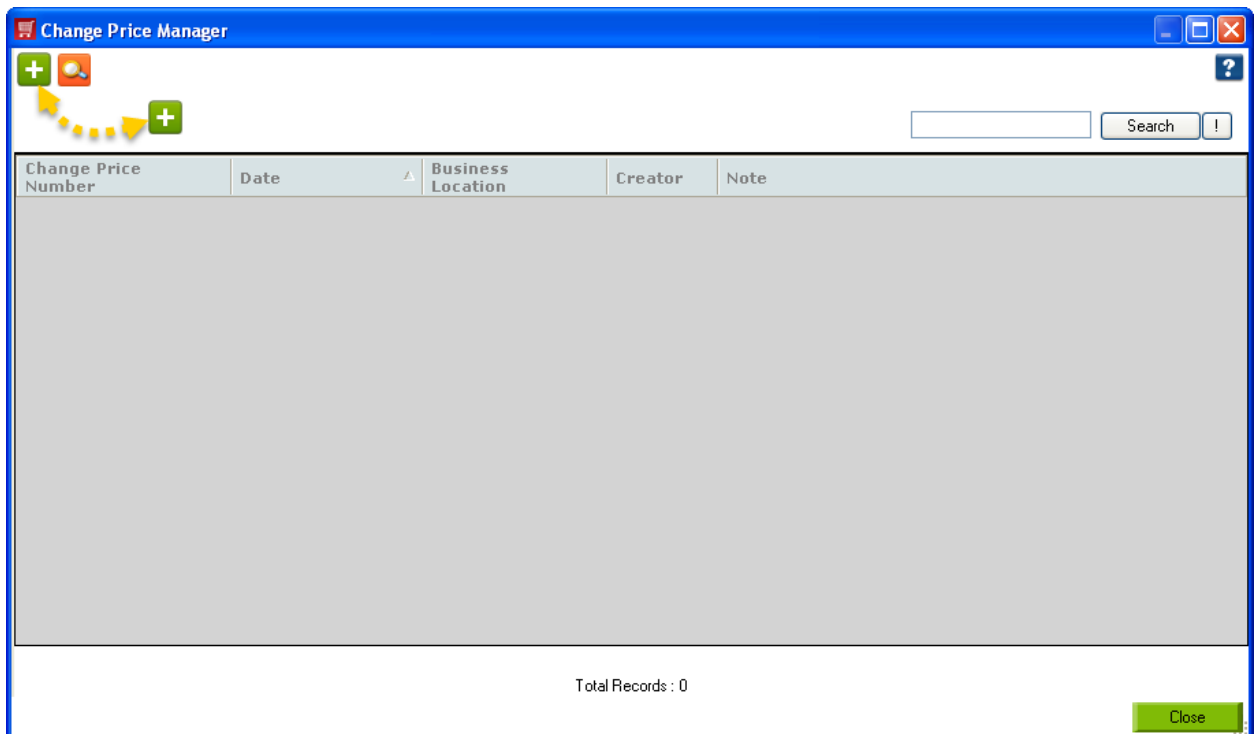




- From **Manage Items** screen, click on **Change Price** button.



- From **Change Price Manager** screen that opens, click on **Add Change Price**.





6. In **Change Price Document** screen that opens, click on **Create Excel Template for Change Price** button from the tool strip.

S No.	Barcode	Item Name	Measuring Unit	Sales Tax Percent	Current Effective Purchase Price	New Effective Purchase Price	Changed Percentage	Current Sales Price	New Sale Price
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7. An information message will be shown to you as below with location details of excel file that got created. Click on **OK**.

Information

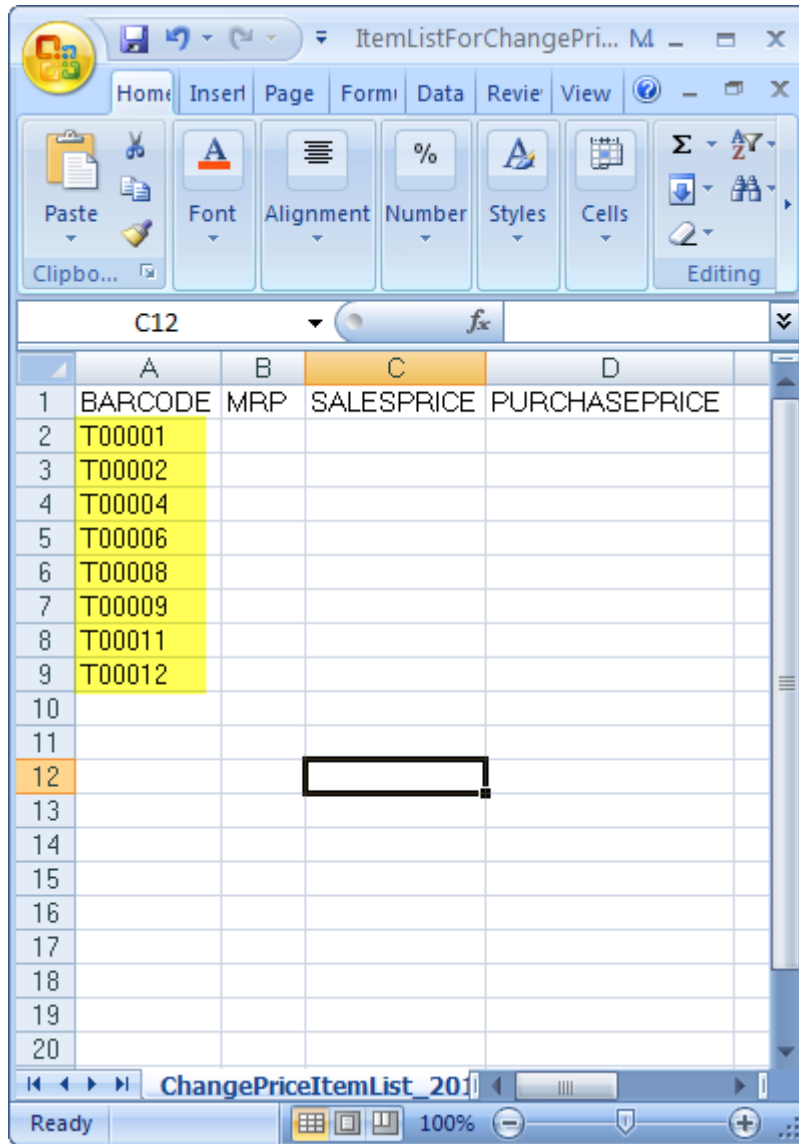
Your start up Import data file is created as "C:\Documents and Settings\Admin\My Documents\HDPOS\ItemListForChangePrice.XLS".

OK

8. An empty excel file will be created with columns for
 - a. BARCODE
 - b. MRP
 - c. SALESPRICE
 - d. PURCHASEPRICE.



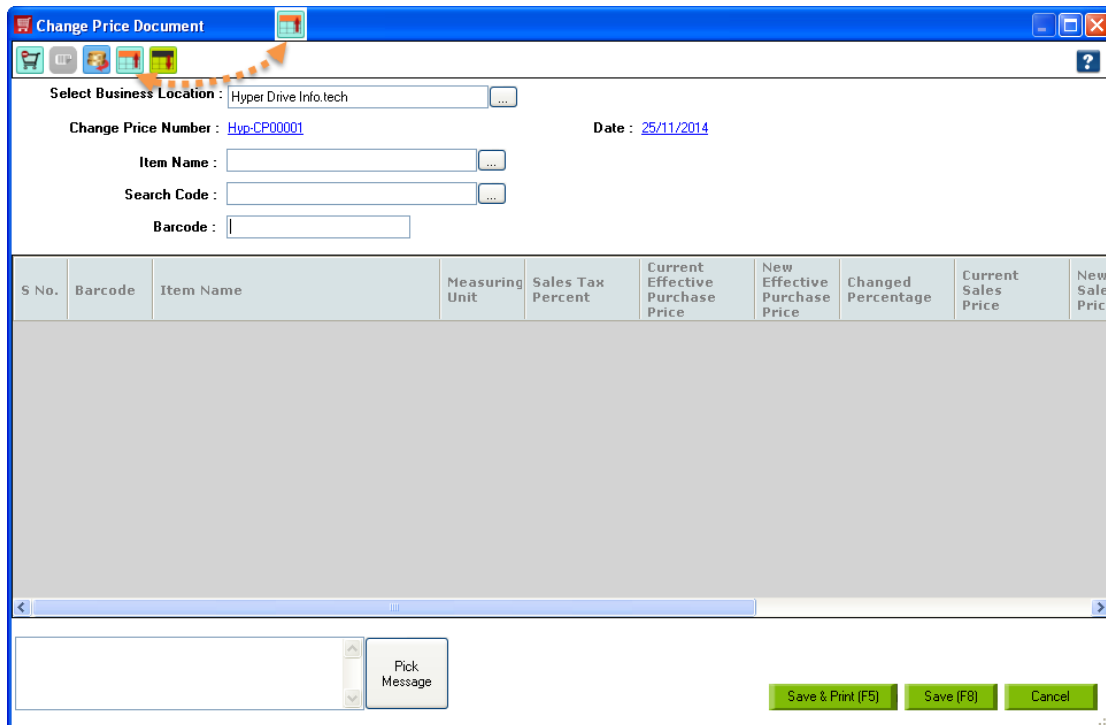
9. Enter barcodes of items for which you want to change the price as shown below. Save the excel file and close it.



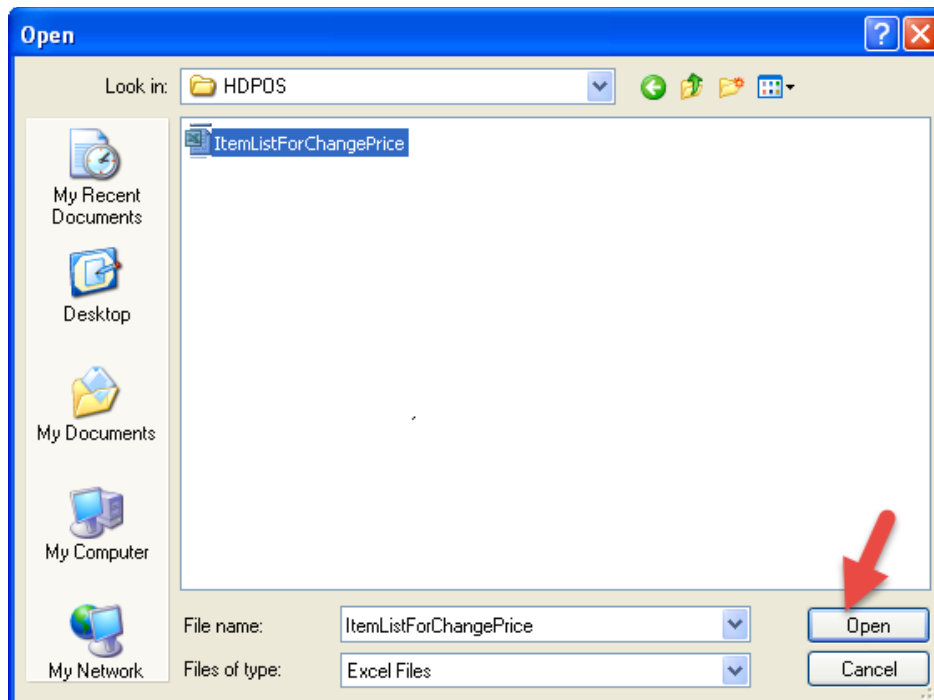
Note: In this excel file you can enter the details for new sales price, new MRP and new purchase price also along with Barcode.



- Go back to HDPOS. Open the **Change Price Document** screen, click on **Upload Item for Change Price** option from the tool strip.

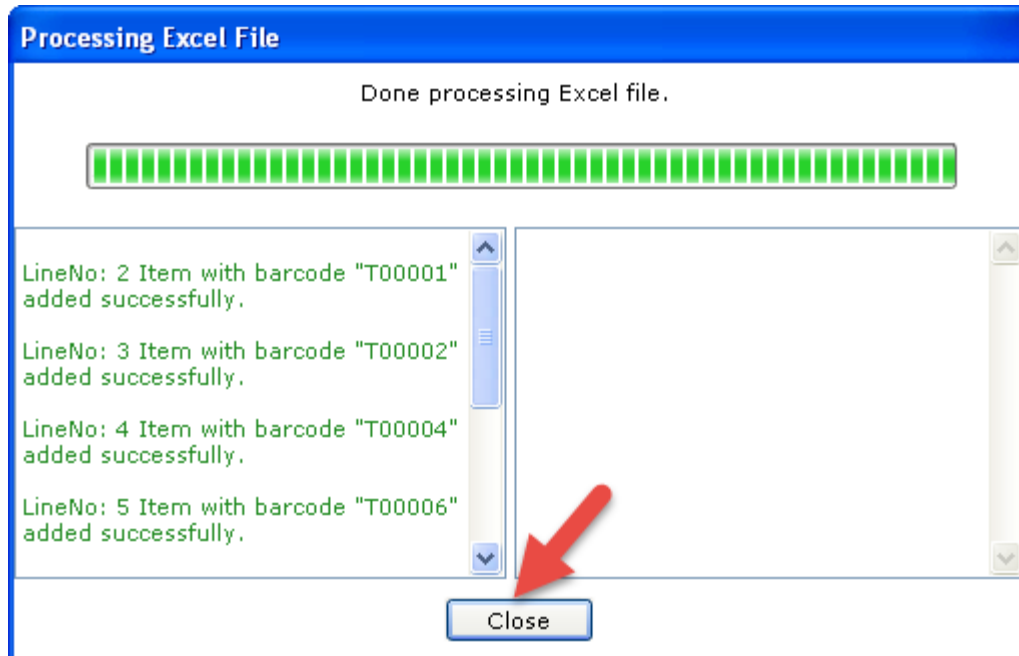


- Select the excel file that is created in **Step9**. Click on **Open**.





12. All the barcodes will be added into with respective details. You will see a confirmation message as shown below. Click on **Close** button.



13. You can see all items are added as shown below. You can change the value of only the columns **Highlighted in Blue color**. i.e. You can change the value of **New Effective Purchase Price, New Sales Price, MRP, Sales Price Markup Percent and Sales Price Margin Percent**.

S/N	Barcod	Item Name	Measuring Unit	Sales Tax Percent	Current Effective Purchase Price	New Effective Purchase Price	Changed Percentag	Current Sales Price	New Sales Price	Change Percent	MRP	Sales Price Markup Percent	Sales Price Margin Percent
1	T00001	Hot wheels Blue Car	Qty		1,055.00	1,055.00	0.00	1,200.00	1,200.00	0.00	1,200.00	13.74	12.08
2	T00002	Remote Helicopter	Qty		1,200.00	1,200.00	0.00	1,500.00	1,500.00	0.00	1,500.00	25.00	20.00
3	T00004	Sand play tools	Qty		450.00	450.00	0.00	500.00	500.00	0.00	500.00	11.11	10.00
4	T00006	Gift Card	Qty		0.00	0.00	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00	100.00
5	T00008	Color Pencils Box	Qty		500.00	500.00	0.00	550.00	550.00	0.00	550.00	10.00	9.09
6	T00009	Ball	Qty		125.00	125.00	0.00	130.00	130.00	0.00	130.00	4.00	3.85
7	T00011	Scarp Book	Qty		45.00	45.00	0.00	50.00	50.00	0.00	50.00	11.11	10.00
8	T00012	Toy Piano	Qty		999.00	999.00	0.00	999.00	999.00	0.00	999.00	0.00	0.00

14. Change the values as required. You can change the margin and markup by looking at purchase price, so that accordingly the sales price will get changed.



15. Click on **Save** or **Save & Print**.

Change Price Document

Select Business Location : HDIT Variety Store

Change Price Number : HDI-CP00001 Date : 27/11/2014

Item Name :

Search Code :

Barcode :

Item	Measuring Unit	Sales Tax Percent	Current Effective Purchase Price	New Effective Purchase Price	Changed Percentag	Current Sales Price	New Sales Price	Change Percent	MRP	Sales Price Markup Percent	Sales Price Margin Percent
Blue Car	Qty		1,055.00	1,000.00	-5.21	1,200.00	1,300.00	8.33	1,200.00	30.00	23.08
icaptor	Qty		1,200.00	1,100.00	-8.33	1,500.00	1,540.00	2.67	1,500.00	40.00	28.57
ools	Qty		450.00	450.00	0.00	500.00	517.50	3.50	500.00	15.00	13.04
	Qty		0.00	2,000.00	0.00	2,500.00	3,000.00	20.00	3,000.00	50.00	33.33
ls Box	Qty		500.00	500.00	0.00	550.00	550.00	0.00	550.00	10.00	9.09
	Qty		125.00	125.00	0.00	130.00	131.25	0.96	130.00	5.00	4.76
	Qty		45.00	45.00	0.00	50.00	49.50	-1.00	50.00	10.00	9.09
	Qty		999.00	999.00	0.00	999.00	1,048.95	5.00	999.00	5.00	4.76

Pick Message

Save & Print (F5) **Save (F8)** Cancel

16. All the new prices will be updated in HDPOS smart.