

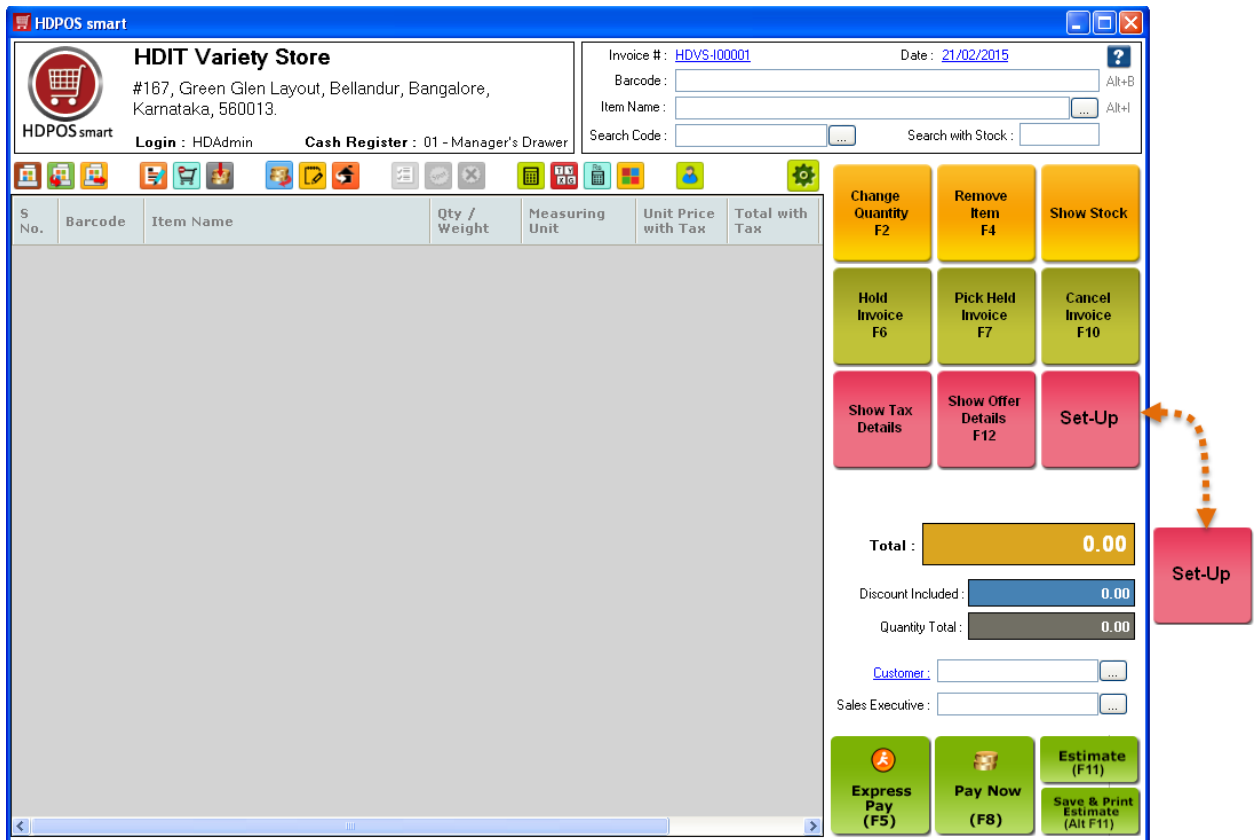
How to create a manual batch item?



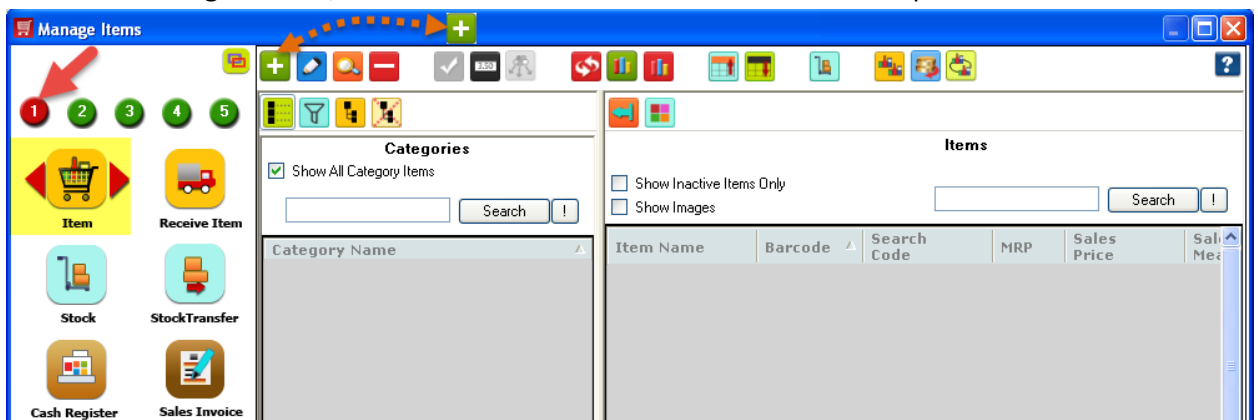
HDPOS smart Tutorials

To create a manual batch item in HDPOS smart, follow the steps below.

1. Run **HDPOS smart**. From main invoice screen, click on **Set-Up**.



2. From 1st page of Set-Up, click on **Item**.
3. From **Item Manager** screen, click on **Add New Item** button from the tool strip.





4. From **Add New Item** screen, enter the required details.
 - a. The **Barcode** is auto generated. You can also type user defined barcode by clicking on **Define my own** button.
 - b. Enter the **item name**.
 - c. Enter the **category name**.
 - d. Under **Item Attributes** section, check the checkbox **“Has Manual Batch”**.
 - e. Enter the **Sales Price** and **MRP**.
 - f. Click on **Create**.

5. The item gets created and saved in HDPOS smart.

Item Name	Barcode	MRP	Sales Price	Sales Measuring Unit	Has Manual Batch
Bagry's Crunchy Museli	T00074	485.00	485.00	Qty	1