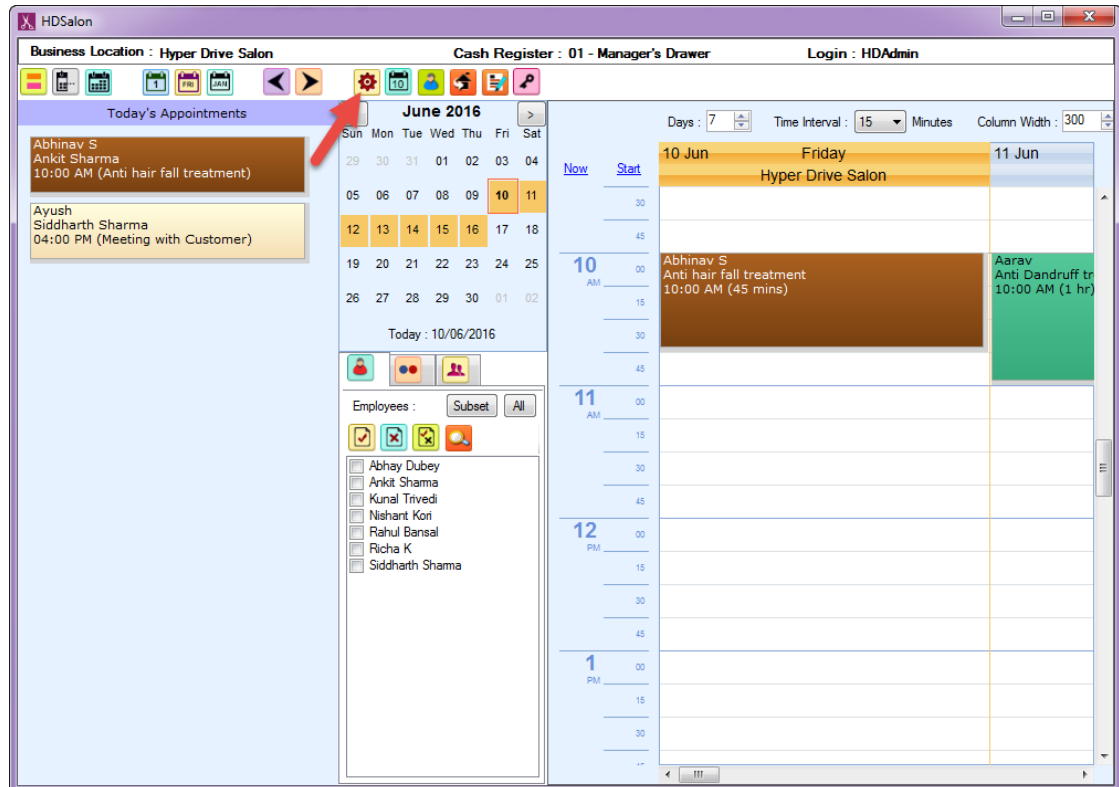


How to create an item in HDSalon?



The steps to create an item in HDSalon are as given below:

1. Run **HDSalon**. Click on **Set-up** button from **Appointment Calendar** window.



2. Go to **1st Page**, select **Items** icon. From **Manage Items** window, click on **Add Item** button.





Item Name	Barcode	Search Code	MRP	Sales Price	Sales Measuring Unit	Purchase Measuring Unit
ADS 3d Water Proof EyeLiner	T00068		Rs.88.00	Rs.88.00	Qty	Qty
Anti Dandruff treatment	T00055		Rs.1,149.00	Rs.1,149.00	Qty	Qty
Anti hair fall treatment	T00054		Rs.799.00	Rs.799.00	Qty	Qty
Basic cut, File And Polish	T00049		Rs.115.00	Rs.115.00	Qty	Qty
Basic MakeUp	T00034		Rs.799.00	Rs.799.00	Qty	Qty
Below Shoulder	T00053		Rs.919.00	Rs.919.00	Qty	Qty
Body Polish	T00032		Rs.2,299.00	Rs.2,299.00	Qty	Qty
Bridal Hair Do	T00038		Rs.1,349.00	Rs.1,349.00	Qty	Qty
Bridal MakeOver	T00036		Rs.6,299.00	Rs.6,299.00	Qty	Qty
Bridal MakeUp	T00035		Rs.4,599.00	Rs.4,599.00	Qty	Qty
Bridal Mehendi- Full Arms (Per Hand)	T00042		Rs.4,599.00	Rs.4,599.00	Qty	Qty
Bridal Mehendi- Full Arms and Half Legs (Per Hand)	T00043		Rs.7,475.00	Rs.7,475.00	Qty	Qty
Chin	T00019		Rs.25.00	Rs.25.00	Qty	Qty
Classic Mehndi- Till Elbow (Per Hand)	T00041		Rs.1,399.00	Rs.1,399.00	Qty	Qty
Classic Mehndi- Till Half Arm (Per Hand)	T00040		Rs.699.00	Rs.699.00	Qty	Qty
Classic Mehndi-						

3. In **Add New Item** screen, fill the following details:

- **Barcode:** Enter the barcode manually for the item by clicking on the *Define My Own* button, or let the application assign a barcode.
- **Name:** Enter the Name of the Item.
- **Name in Regional Language:** If you intend to provide the name of the item in regional language, please enter the name of the item in the regional language.
- **Search Code:** Enter the unique search code of the item if required, for selecting items easily.
- **Category:** Select the Category for the item.
- **Item Attributes:** By default, The *Is Active*, *Is Purchased* and *Need To Print Barcode Sticker* attributes are selected.
- **Tax detail:** A selection of the taxes paid while purchasing and selling the item is to be made in this section.
 - a. **Tax Paid While Purchasing:** Select the purchase Tax.
 - b. **Tax Paid While Selling:** Select the sales tax for the item.





- **Pricing:** The pricing details of the item are to be entered in this section.
 - a. **Last Purchase Unit Price:** Enter the purchase price of the item.
 - b. **Sales Price before Tax:** This will be automatically updated based on the values provided in the Sales Price (My MRP) and the Tax Collected while Selling.
 - c. **Sales Price (My MRP):** Enter the sales price of the item.
 - d. **MRP (Printed MRP):** Enter the MRP of the item.
- **Packaging:** Enter the packaging details of the item in this section.
 - a. **Purchase Measuring Unit:** Select the measuring unit of the item used for purchasing, such as Qty, Kg, etc., as is the case. 'Qty' is selected by default.
 - b. **Sales Measuring Unit:** Select the measuring unit used for selling the item, such as Qty, Kg, etc., as is the case. By default, 'Qty' is selected.
 - c. **1 Purchase Unit is equal to:** Enter the conversion factor for converting the purchase measuring unit to sales measuring unit. E.g., if the Purchase measuring unit is Kg, and the sales measuring unit is grams, enter the conversion factor in this section as 1000 as 1Kg=1000g.
- **Opening stock:** Enter the opening stock of the item being created. Enter the *Business Location*, *Godown* and *Quantity* of an item. And click on **OK**.

Add Opening Stock

Item Name : Tresemme Shampoo 900ml
Barcode : T00082

Select Business Location : Hyper Drive Salon

Transaction Date : 01/04/2016 12:00 AM

S No.	Quantity	Godown
1	20	Hyper Drive ...

OK (F8) Cancel





- **Keywords:** Enter the keywords for the item if required.
- **Item Description:** Enter the item description if required.
- **Item Image:** Click on Add Image button on the top left corner of the window to add an image to the item.

4. Click on **Create**.

The screenshot shows the 'Add New Item' window with the following details:

- Barcode:** T00082
- Name:** Tresemme Shampoo 900ml
- Item Unique Name:** Tresemme Shampoo 900ml
- Item Group Name:** Tresemme Shampoo 900ml
- Category:** Product
- Item Attributes:**
 - Is Active
 - Not For Sale
 - Is Purchased
 - Is Service Item
 - HasBOM
 - Is Auto Make
 - Is Auto Break
 - Has Manual Batch
 - Has Auto Batch
 - Is Gift Card
 - Need To Print Barcode Sticker
 - Is Measured at the time of sale
 - Use Measuring denomination
 - Weighing scale used while selling
 - Is a Kit
- Tax Detail:**
 - Tax paid while purchasing: VAT
 - Tax collected while selling: VAT
 - My Sales Price Includes Tax
- Pricing:**
 - Last Purchase Unit Price: 1,600.00
 - Sales Price Before Tax: 1,543.86
 - Sales Price (My MRP): 1,760.00
 - MRP (Printed MRP): 2,000.00
- Buttons:** Create & Clone (F6), Create & Continue (F7), **Create (F8)** (highlighted with a red arrow), Cancel

