

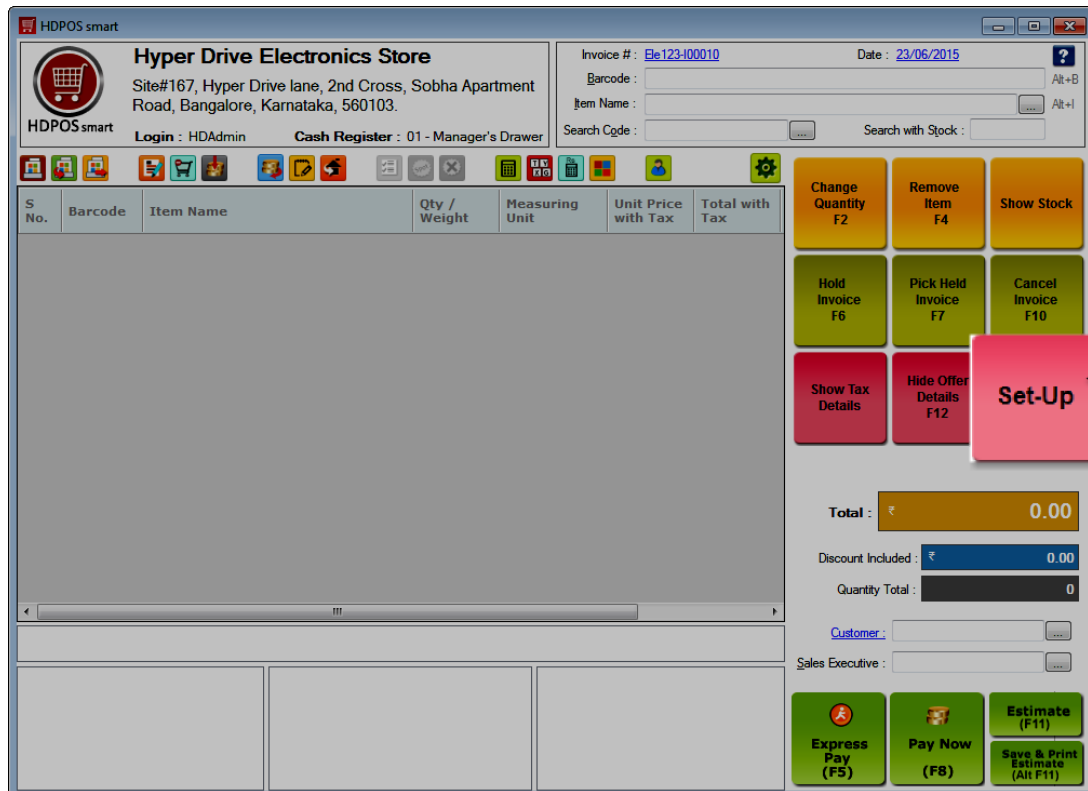
How to edit a receive item entry (not Paid in Cash) in HDPOS smart?



HDPOS smart Tutorials

To edit a Receive Item Entry which is not paid in cash, follow the steps below.

1. Run **HDPOS smart**.
2. From Main Invoice screen click on **Set-Up**.

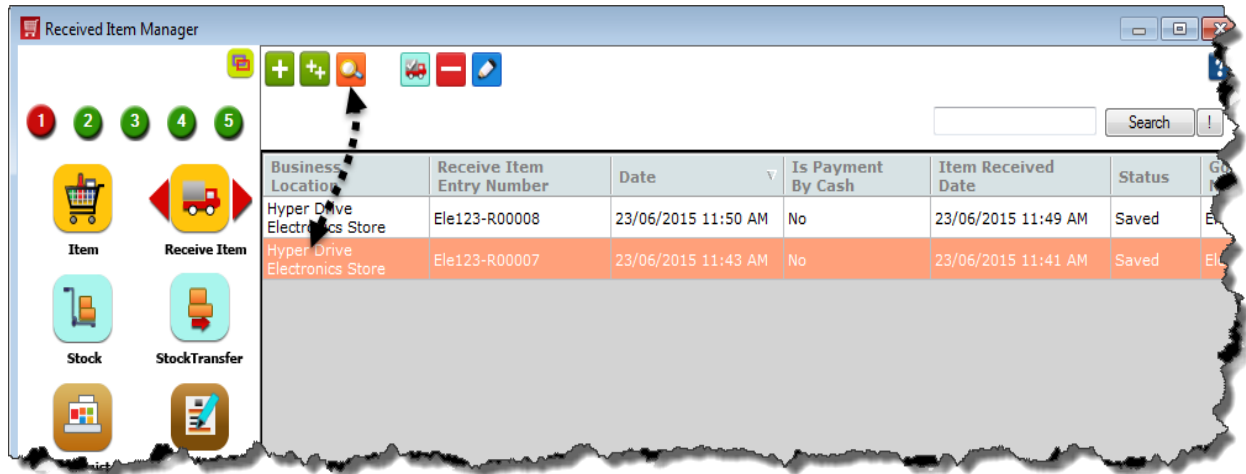


3. From 1st page of **Set-Up** click on **Receive Item**.

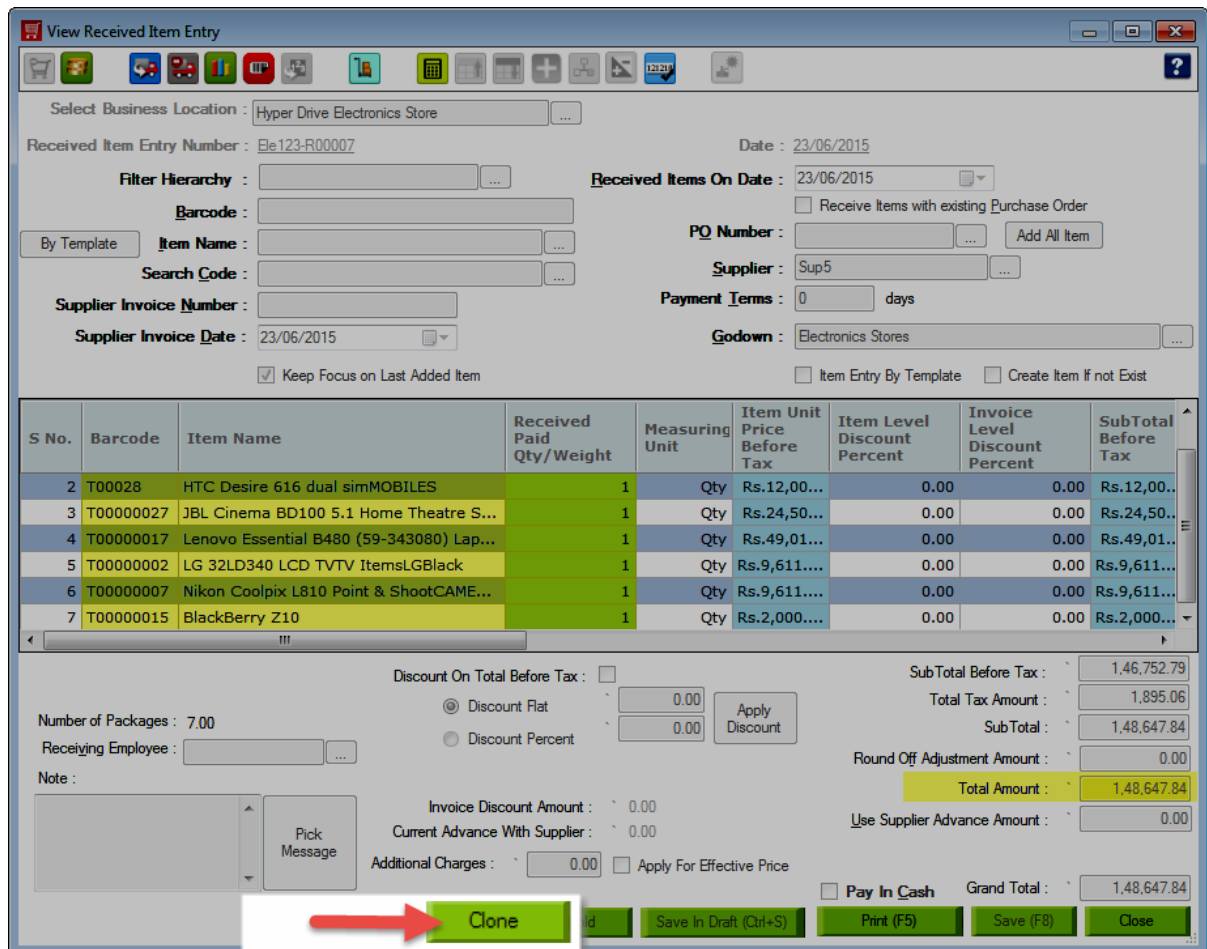




4. From **Receive Item Manager** screen. Select the **Receive Item Entry** which you want to edit.
5. Click on **View Receive item Entry** button.



6. You will get the screen of **View Receive item Entry**.
7. Click on **Clone** button.





8. Again you will get screen of **New Received Item Entry**, where you will have all details of old Receive Item Entry but with a new entry number.
9. Here you will be able to:
 - Add/ remove items.
 - Edit the price and item quantity.
 - Edit the date and time of Received Item Entry.
 - Edit the supplier invoice date.
10. Click on **Save**.

New Received Item Entry

Select Business Location : Hyper Drive Electronics Store

Received Item Entry Number : Ele123-R00009 Date : 23/06/2015

Filter Hierarchy : Received Items On Date : 23/06/2015

Barcode :

By Template Item Name : LG SMARTLIVE 500TV ItemsLGBlack PO Number : Add All Item

Search Code : HTC Desire 616 dual simMOBILES
HTC One X (with 32 GB)MOBILESHTCBrown Gray
Supplier Invoice Number : JBL Cinema BD100 5.1 Home Theatre SystemHOME THEATERSJBLBlack
Supplier Invoice Date : Lenovo Essential B480 (59-343080) Laptop (3rd Gen C5/ 2GB/ 500GB/ Win7 Prof)LAPTOPSLenovoBlack
Lenovo Ideapad Yoga 11 (59-345700) Netbook (Tegra Quad-core/ 2GB/ 64GB SSD/ Win RT)LAPTOPSLenovoRazor Gray
LG 32LD340 LCD TVTV ItemsLGBlack
LG 42LK430TV ItemsLGBlack
LG CINEMA 3DTV ItemsLGBlue Ray
LG moves 300 84-inch 4K/Ultra HD TV
LG moves 300 84-inch 4K/Ultra HD TVTV ItemsLGBrown Gray
LG SMARTLIVE 500TV ItemsLGBlack

S No.	Barcode	Item Name	Qty/Weight	Unit	Before Tax	Percent	Discount Percent	Tax
3	T00000027	JBL Cinema BD100 5.1 Home Theatre S...	3	Qty	Rs.24,50...	0.00	0.00	Rs.73,52..
4	T00000017	Lenovo Essential B480 (59-343080) Lap...	5	Qty	Rs.49,01...	0.00	0.00	Rs.2,45,0..
5	T00000002	LG 32LD340 LCD TVTV ItemsLGBlack	10	Qty	Rs.9,611....	0.00	0.00	Rs.96,11..
6	T00000007	Nikon Coolpix L810 Point & ShootCAME...	4	Qty	Rs.9,611....	0.00	0.00	Rs.38,44..
7	T00000015	BlackBerry Z10	1	Qty	Rs.2,000....	0.00	0.00	Rs.2,000...

Number of Packages : 26.00
Receiving Employee :

Note :

Discount On Total Before Tax :

Discount Flat 0.00 Apply Discount
 Discount Percent 0.00

Invoice Discount Amount : 0.00
Current Advance With Supplier : 0.00
Additional Charges : 0.00 Apply For Effective Price

SubTotal Before Tax : 5,19,191.08
Total Tax Amount : 9,103.82
SubTotal : 5,28,294.90
Round Off Adjustment Amount : 0.00
Total Amount : 5,28,294.90
Use Supplier Advance Amount : 0.00

Pay In Cash Grand Total : 5,28,294.90

Clone Hold Save in Draft (Ctrl+S) Save & Print (F5) Save (F8) Cancel



11. In **Receive Item manager** Screen, you can see that one new **Receive Item** has been created.
12. Select that old Receive item which you **edited** and click on **Delete Receive item Entry** button.

