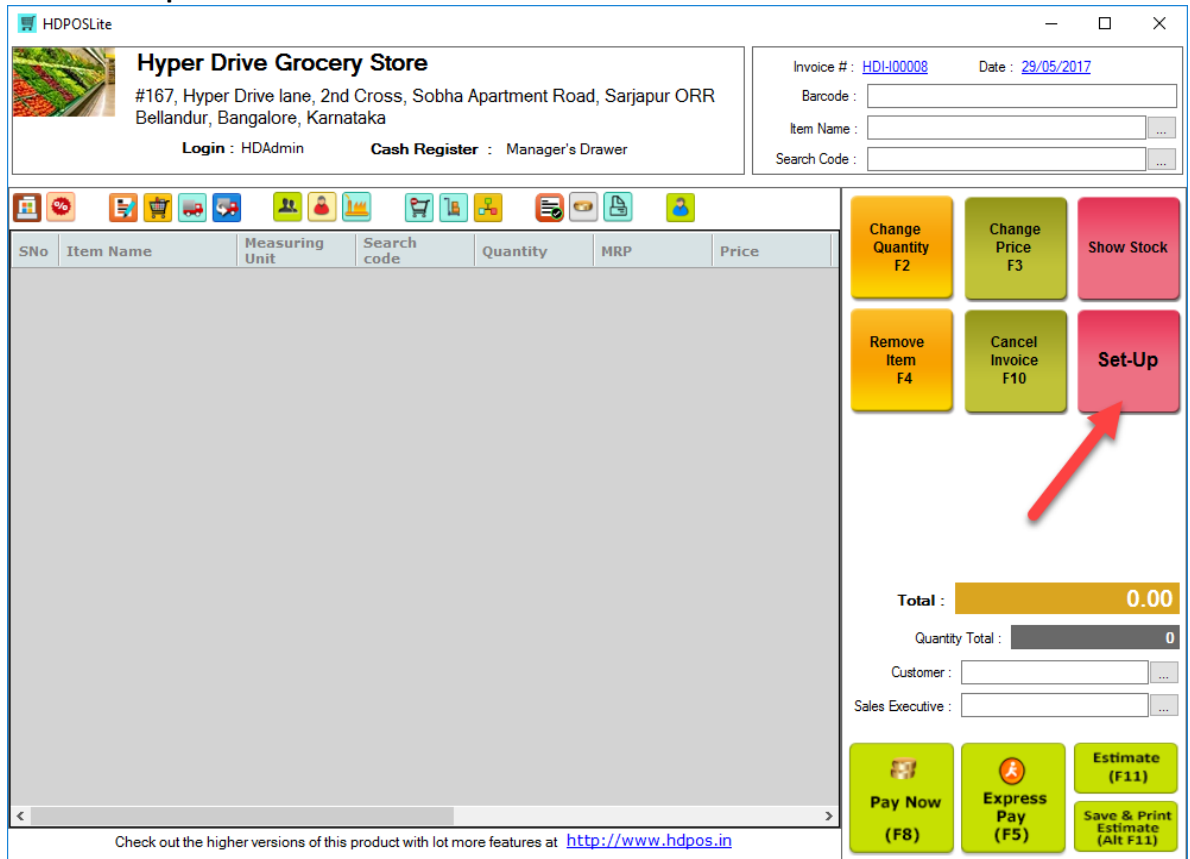


How to export items from HDPOS lite to an excel file?

To export items from HDPOS lite to an excel file, follow the below steps:

1. Run **HDPOS lite**.
2. Click on **Set-up** button from **Main Screen**.



The screenshot shows the HDPOS Lite Main Screen. At the top, it displays the store name "Hyper Drive Grocery Store" and its address: "#167, Hyper Drive lane, 2nd Cross, Sobha Apartment Road, Sarjapur ORR, Bellandur, Bangalore, Karnataka". The login user is "HDAdmin" and the cash register is "Manager's Drawer". The invoice number is "HDI-00008" and the date is "29/05/2017".

The main area features a table with columns: SNo, Item Name, Measuring Unit, Search code, Quantity, MRP, and Price. To the right of the table is a panel with several buttons: "Change Quantity (F2)", "Change Price (F3)", "Show Stock", "Remove Item (F4)", "Cancel Invoice (F10)", and "Set-Up". A red arrow points to the "Set-Up" button. Below these buttons, there is a "Total" field showing "0.00" and a "Quantity Total" field showing "0". There are also input fields for "Customer" and "Sales Executive". At the bottom right, there are buttons for "Pay Now (F8)", "Express Pay (F5)", "Estimate (F11)", and "Save & Print Estimate (Alt F11)".

Check out the higher versions of this product with lot more features at <http://www.hdpos.in>

3. From **Set-up** screen, click on **Items**.



The screenshot shows the HDPOS Lite Set-Up screen. On the left side, there is a vertical list of icons representing different setup categories: Settings, GRN, Suppliers, Employees, Manage Stock, Financial Trans..., Manage Estimate, and GRN Returns. The "Items" icon, which is a shopping cart, is highlighted with a red box and a red arrow pointing to it. Other icons include Customers, Sales Invoices, Sales Returns, Financial Acco..., Tax Manager, and Stock Transacti....

The main area of the screen displays the text: "Welcome to Set-Up" and "Please make your selection from the left side". Below this text, there is a link: "Check out the higher versions of this product with lot more features at <http://www.hdpos.in>".

At the bottom of the screen, there are buttons for "Backup Database", "Restore Database", "Load Sample Database", "Go Back To Main Screen", and "About Us".



4. From **Item Manager** click on **Export Item Button**.

Item Name	Barcode	Search Code	MRP	Sales Price	Is Active
Amul 1Kg	T00001		350	350.00	Yes
Bournvita 500gm	T00002		300	300.00	Yes
Bread-200gm	T00009		15	15.00	Yes
Britania Thin arrarot	T00008		30	30.00	Yes
Dhara Mustard Oil 1L	T00003		140	140.00	Yes
Milk 0.200L	T00010		20	20.00	Yes
Orio Choco flavour	T00006		35	35.00	Yes
Parle Hide and Seek	T00005		30	30.00	Yes
Rice 25kg	T00007		1075	1,075.00	Yes
Vanaspoti Ghee 30gm	T00004		30	30.00	Yes

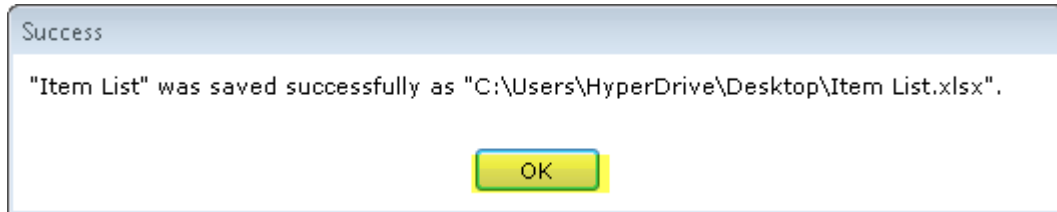
At the bottom of the window, there are buttons for 'Backup Database', 'Restore Database', 'Go Back To Main Screen', and 'About Us'. A URL <http://www.hdpos.in> is also present.

5. A screen will be shown to save this excel file, choose a folder and enter the name for excel file. Click on **Save**.

The dialog box shows the file name 'Item List.xlsx' and the save type 'Excel Workbook (*.xlsx)'. The 'Save' button is highlighted with a red arrow.



6. A success message will be shown as below with the location of file where it has been saved.



7. Click on **OK**. The saved excel file will open and can see all items that you have in HDPOS lite.

Barcode	Item Name	Category	Sales Price	MRP	Inactive	System Number
T00001	Amul 1kg grocery		350	350	1	hd-20170524-1226-04671-072-00000-000
T00002	Bournvita 1 grocery		300	300	1	hd-20170524-1226-36508-072-00000-000
T00009	Bread-200 grocery		15	15	1	hd-20170524-1234-20138-072-00000-000
T00008	Britania Tl grocery		30	30	1	hd-20170524-1233-32957-072-00000-000
T00003	Dhara Mus grocery		140	140	1	hd-20170524-1228-25964-072-00000-000
T00010	Milk 0.200l grocery		20	20	1	hd-20170524-1234-59117-072-00000-000
T00006	Orio Chocci grocery		35	35	1	hd-20170524-1230-59302-072-00000-000
T00005	Parle Hide grocery		30	30	1	hd-20170524-1230-16230-072-00000-000
T00007	Rice 25kg grocery		1075	1075	1	hd-20170524-1231-39291-072-00000-000
T00004	Vanaspati grocery		30	30	1	hd-20170524-1229-45140-072-00000-000