

# How to scan Barcode in Item Name Field?



HDPOS smart Tutorials

Steps to scan Barcode from Item Name field on the main screen are as given below:

1. Run **HDPOS smart**. Click on the **Set-Up** button on the main screen.

Hyper Drive Infotech  
#167, Green Glen Layout, Bellandur, Bangalore,  
Karnataka, 560103.  
Login : HDAdmin Cash Register : 01 - Manager's Drawer

Invoice #: Hyv-100001 Date: 23/11/2015  
Barcode:  Alt+B  
Item Name:  Alt+I  
Search Code:  Search with Stock:  Alt+T

S No.	Barcode	Item Name	Qty / Weight	Measuring Unit	Unit Price with Tax	Total with Tax
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Change Quantity F2 Remove Item F4 Show Stock  
Hold Invoice F6 Pick Held Invoice F7 Cancel Invoice F10  
Show Tax Details Show Offer Details F12 **Set-Up**

Total : 0.00  
Discount Included : 0.00  
Quantity Total : 0  
Customer :   
Sales Executive :

Express Pay (F5) Pay Now (F8) Estimate (F11)  
Save & Print Estimate (Alt F11)

2. From Set-Up screen, go to 4<sup>th</sup> page and click on **Settings**.

Set-Up

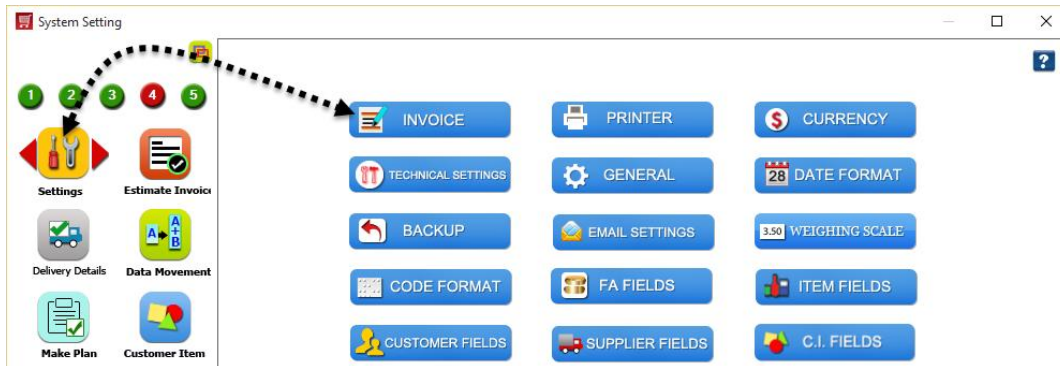
1 2 3 4 5

Settings Estimate Invoice  
Delivery Details Data Movement  
Make Plan Customer Item

Welcome to Set-Up

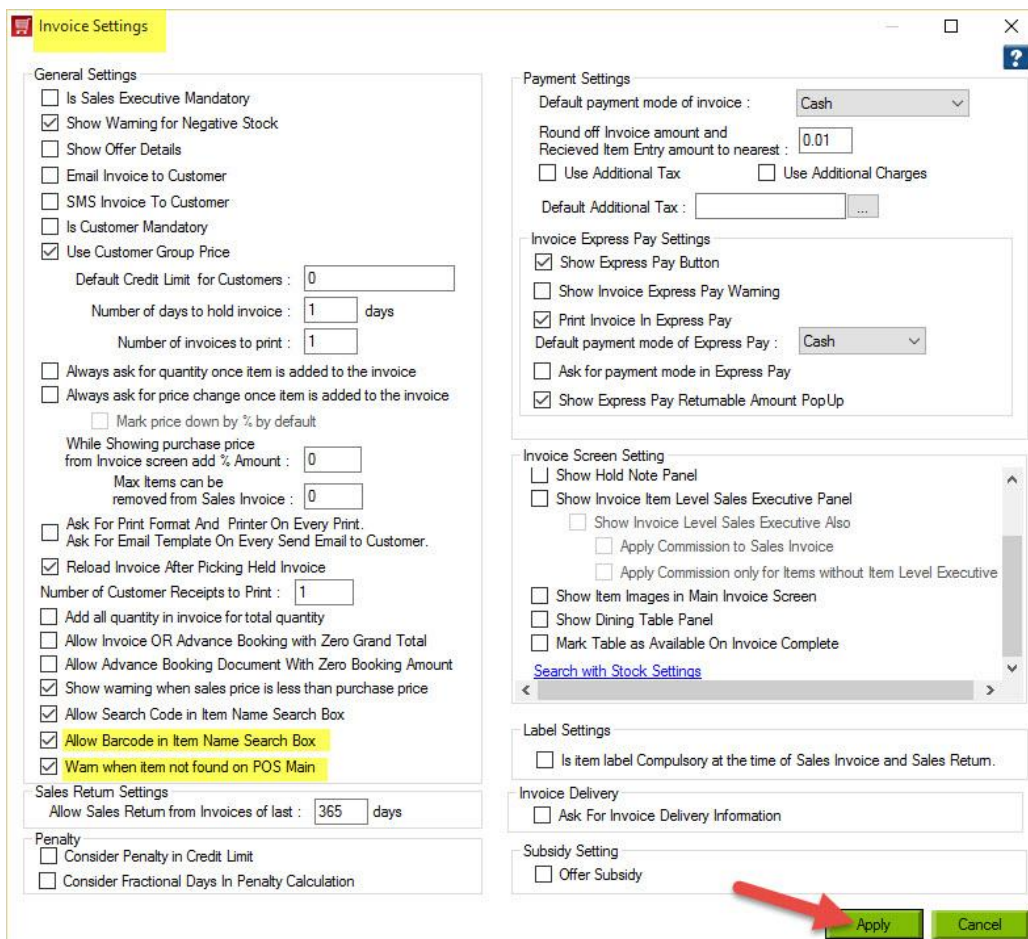


3. From **System Settings** screen, click on **Invoice Settings**.



4. From **Invoice Settings** screen, check the checkbox **“Allow Barcode in Item Name Search Box”** and **“Warn when item not found on POS Main”**.

- Allow Barcode in Item Name Search Box
- Warn when item not found on POS Main



5. Click on **“Apply”**.

6. Go back to the main screen and scan the Barcode from Item Name field.





The screenshot shows the HDPOS smart interface. At the top left, the company logo and name "Hyper Drive Infotech" are displayed, along with the address "#167, Green Glen Layout, Bellandur, Bangalore, Karnataka, 560103." and login information "Login : HDAdmin Cash Register : 01 - Manager's Drawer". The main header area includes fields for "Invoice #: Hvp-100001" and "Date: 23/11/2015". Below this, there are input fields for "Barcode:", "Item Name: T00001", and "Search Code:". A dropdown menu is open under "Item Name", showing a list of search codes: T00001, T00002, T00003, T00004, T00005, and T00006. A callout bubble points to this list with the text "Searching Item by adding Barcode in Item Name search Box". The main table is currently empty. On the right side, there are several functional buttons: "Show Stock", "Hold Invoice F6", "Pick Held Invoice F7", "Cancel Invoice F10", "Show Tax Details", "Show Offer Details F12", "Set-Up", "Express Pay (F5)", "Pay Now (F8)", "Estimate (F11)", and "Save & Print Estimate (Alt F11)". At the bottom right, a summary section shows "Total : 0.00", "Discount Included : 0.00", and "Quantity Total : 0".

- 7. If the Barcode already exists in your database, the respective item will be added to the main screen.

This screenshot shows the same HDPOS smart interface as the previous one, but now an item has been added to the main table. The "Item Name" dropdown menu is still open, and a red arrow points to the "T00001" option. The main table now contains one row: "1 | T00001 | Good day britania-Biscuits | 1 Qty | 20.00 | 20.00". A dashed arrow points from the "T00001" item in the table back to the dropdown menu. The summary section at the bottom right now shows "Total : 20.00" and "Quantity Total : 1".





8. If the Barcode is a new one and doesn't exist in your database, the following message box will be shown to you.

Hyper Drive Infotech  
#167, Green Glen Layout, Bellandur, Bangalore,  
Karnataka, 560103.  
HDPOS smart Login : HDAdmin Cash Register : 01 - Manager's Drawer

Invoice #: Hyc-100001 Date: 23/11/2015  
Barcode:  Alt+B  
Item Name: T00007 Alt+I  
Search Code:  Search with Stock:  Alt+T

S No.	Barcode	Item Name	Qty / Weight	Measuring Unit	Unit Price with Tax	Total with Tax
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Item Not Found.  
Item "T00007" not found!  
OK (F8)

There is no item with Barcode "T00007"

Low Stock

Hold Invoice F6 Pick Held Invoice F7 Cancel Invoice F10

Show Tax Details Show Offer Details F12 Set-Up

Total : 0.00  
Discount Included : 0.00  
Quantity Total : 0

Customer:   
Sales Executive:

Express Pay (F5) Pay Now (F8) Estimate (F11)  
Save & Print Estimate (Alt F11)

9. Click on **OK** button or **F8**.