

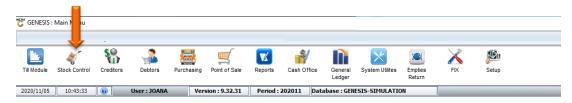
How to Guide Bulk Price Updating

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How to Update Selling or Cost Prices in Bulk

- 1. Log into Genesis Menu
- 2. Open Stock Control from the main menu



3. Select Utilities from the main Stock Control menu

🖏 Stock Control	Module		Ļ				
Karansactions	Master Files	👫 Enquiries	🍲 Utilities	🔀 Exit			
3		2 ↓ A =		N	•	0 🚯 🔁	
Company	SIMUL	BLUE BOT	FLE LIQUOR S	SIMULATION	Branch	SIMUL	

4. Select Selling Price Utilities from the Drop-Down menu

🖏 Stock Control Module	:						
🕍 Transactions 🛛 🗳	Master Files	👫 Enquiries	1	Utilities	🔀 Exit		
<u></u>	2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	A 🗉		Selling Price)
Company	SIMUL		50×	Change Sto Min/Max Le		•	Branch
			20×	Price Labels	& Scales	•	
			%	Stock Take		•	
			2	Server Mon	itor		

5. Select **Bulk Pricing Maintenance** from the side menu

🙄 Stock Control Module						÷
🕍 Transactions 🛛 🍄 Master Files 🛛 👫 Enquiries	1	Utilities 🛛 🔀 Exit				
	5	Selling Price Utilities	•	2	Pricing Utilities	1
	: :	Change Stock Code		5	Price Changes	
Company SIMUL	50%	Min/Max Levels	•		Bulk Pricing Maintainance	
	2 0×	Price Labels & Scales	►			
	1	Stock Take	•			
	2	Server Monitor				

6. Press Insert on your keyboard or click on New Pricing under the Options Menu.

🚰 Stock Co	ntrol : Bulk P	ricing Maintenance											×
Status	Price No.	Description	Valid From	Valid To	PR.Code	Ripple	Selling	Sugg.Sell	Last Cost	Avg.Cost	Buy.Cost		_
Authorised	10800008	GREENHILLS IMPORT	2020/10/22		01		✓					Options	*
Authorised	10800006	JOE DEMO TEST	2020/08/13		01	•	✓	1		✓			
Authorised	10800005	DEMO IMPORT	2020/08/13		01	•	✓			✓		Ins New Pricing	
												💯 Update	
												Del Delete	
												Esc Exit	
												Link Items	
												30.	_
												🎇 Functions	*
												F9 Authorise	
												Haddonac	
													_
												🔚 Reports	*
												F2 Price List	
												F3 GP List	
												GP List	
STK320	🔆 🔀 🔀	ck : Bulk Pricing Maintenance											

- 7. Capture a description and select the various settings to match your requirements for this transaction.
- 8. Once complete press F10 on your keyboard or click on Save under the Options menu

Control : Bulk Pricing Header Maintenance	X
Bulk Price No. 0 Status 0 - Open	Options *
Description	FIØ Save
Valid From 2020/10/28	Esc Exit
Valid To	Exit
[Update Columns]	
Selling Prices	ying Cost
	t Cost
C [Selling Price Selection]	
Price Code	-
Price Rounding Factor 0 - No Rounding	
Ripple Selling Prices to Child Items Ripple Selling Prices to Variant Items	
-[Time Stamp]	
Date User Code	
Time Machine ID	
STK321 Stock Control : Bulk Pricing He	eader Maintenance

9. Press Enter on your keyboard or select Link Items from the right-hand side Option Menu

Status	Price No.	Description	Valid From	Valid To	PR.Code	Ripple	Selling	Sugg.Sell	Last Cost	Avg.Cost	Buy.Cost	
OPEN		TEST VERSION	2020/10/28		01		 V 					Options 🛠
Authorised	10800008	GREENHILLS IMPORT	2020/10/22		01		~					
Authorised	10800006	JOE DEMO TEST	2020/08/13		01	•	✓	1		•		Ins New Pricing
Authorised	10800005	DEMO IMPORT	2020/08/13		01	~	~	1		~		💯 Update
												Del Delete
												Esc Exit
												🛃 Link Items
												🎇 Functions 🛸
												Authorise
												Reports *
												Price List
												Price List
												Price List
												Price List
												Price List
												Price List
												Price List

10. You now have various options of adding the stock items to be updated. The most common is demonstrated below:

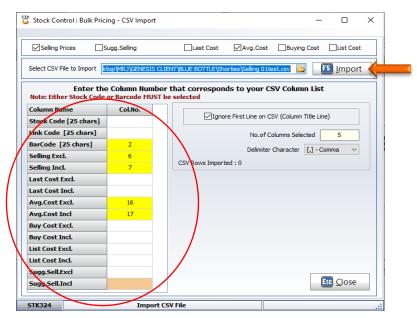
Option A: Import a csv file – Press **F7** on your keyboard or select CSV Import from the right-hand side Function Menu

🕃 Stock Cor	trol : Bulk Pricing - Item	Maintenance			
Bulk Price N Descripti Valid Fro	TEST VERSION	Price Code 01	[Columns to Update] Selling Prices Ripple Prices to Child Items Suggested Selling Prices	Last Cost	Buying Cost
StockCode	LinkCode	Description1	Setting Excl. Setting	Incl.] G.P. %	Options \$ Ins Add Item Update Delete Exit Exit Functions \$ Solution Solution Functions \$ Solution \$ Functions \$ Solution \$ Full Import \$ Full Import \$ Delete Grid Items \$
STK322	Stock : Bulk Pricing It	em Maintenance			.::

11. Select the CSV file you wish to import by selecting the **Open Folder** button as indicated below

Selling Prices	ugg.Selling	Last Cost Avg.Cost Buying Cost List Cost
Select CSV File to Import		
Enter the Note: Either Stock Code		r that corresponds to your CSV Column List be selected
Column Name	Col.No.	
Stock Code [25 chars]	0	☐ Ignore First Line on CSV (Column Title Line)
Link Code [25 chars]	0	No.of Columns Selected 0
BarCode [25 chars]	0	Delimiter Character [,] - Comma V
Selling Excl.	0	
Selling Incl.	0	CSV Rows Imported : 0
Last Cost Excl.	0	
Last Cost Incl.	0	
Avg.Cost Excl.	0	
Avg.Cost Incl	0	
Buy Cost Excl.	0	
Buy Cost Incl.	0	< >
List Cost Excl.	0	
List Cost Incl.	0	
Sugg.Sell.Excl	0	
	0	Esc Close

- 12. Enter the corresponding column numbers in your CSV file next to the line containing the information you wish to change.
- 13. Press **F5** on your keyboard or click on **Import** on the right-hand top side of the screen.



14. After the import is done it will show the following Screen containing the information from the CSV file you imported.

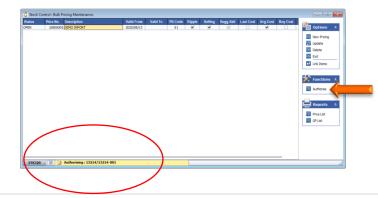
Once all information you wish to import is correct, press **F10** on your keyboard or select **Accept CSV** from the bottom of the screen

itatus	Stock Code	Link Code	Description #1	BarCode	Sell.Excl	Sell.Incl	Last Cost Excl	Last Cost Incl	Avg.Cost.Excl	Avg.Cost.Incl	Buy.Cost.Excl	Buy.Cost.Incl	ListCostExcl	ListCostIncl	StockType	Units	Purchasel
IOT FOUND	17764	17764-001	Jack Daniels Honey 750ml	82184000335	252.17	289.99	0.00	0.00	208.00	239.20	0.00	0.00	0.00	0.00	с	1	Y
OT FOUND				82184001172													
OT FOUND				82184029336													
OT FOUND				82184087008													
	17754	17754-001	Jack Daniels 1000ml	82184090442	330.43	379.99	0.00	0.00	274.17	315.29	0.00	0.00	0.00	0.00	с	1	Y
OT FOUND				82184090466													
	17758	17758-001	Jack Daniels 375ml	82184090510	126.08	144.99	0.00	0.00	114.25	131.39	0.00	0.00	0.00	0.00	с	1	Y
	17755	17755-001	Jack Daniels 200ml	82184090527	69.56	79.99	0.00	0.00	57.33	65.93	0.00	0.00	0.00	0.00	с	1	Y
OT FOUND				82184253939													
OT FOUND				82488143004													
OT FOUND				82488143011													
OT FOUND				82488143028													
IOT FOUND				83741330018													
IOT FOUND				83741531460													
IOT FOUND				85246139431													
IOT FOUND				86667675757													
IOT FOUND				87236001162													
IOT FOUND				88076161863													
	18367	18367-001	Southern Comfort Line 750ml	88544000052	156.51	179.99	0.00	0.00	121.33	139.53	0.00	0.00	0.00	0.00	с	1	Y
IOT FOUND				89540463131													
IOT FOUND				89540507583													
IOT FOUND				89540540047													
	13573	13573-001	Ginologist Spice Gin 750ml	100083611536	399.99	459.99	0.00	0.00	291.74	335.50	0.00	0.00	0.00	0.00	с	1	N
OT FOUND				182184790486													
																	,

15. Items imported will be reflected. Press **Esc** on your keyboard or select Exit from the options menu.

Bulk Price No.	10800005	Price Code 01	[Columns to Update]	-		Buving Cost										
Description	DEMO IMPORT		Seling Prices	Las	Cost	Libuying Cost										
Valid From	2020/08/13	Valid To	Suggested Selling Prices	Avg	.Cost	Ust Cost										
ockCode	LinkCode	Description1	Setting Exct.	Setting Incl.	G.P. S	Last Cost Excl. L	ast Cost Incl.	wa.Cost Excl. A	va.Cost Inci. Bu	Cost Excl. Buy	Cost Incl. List	Cost Excl Li	st.Cost.incl St	a.Sell.Excl Sug.	Sell.Incl	
326	10326-001	48 Gin Platinum Black 750M	286.95	329.99	0.00	0.00	0.00	225.00	258.75	0.00	0.00	0.00	0.00	0.00	0.00	Options :
1327	10327-001	48 Gin Pink 750M	286.95	329.99	0.00	0.00	0.00	215.65	248.00	0.00	0.00	0.00	0.00	0.00	0.00	
1508	10508-001	Chinchona Pink Tonic Can 200M	9.56	10.99	0.00	0.00	0.00	7.65	8.80	0.00	0.00	0.00	0.00	0.00	0.00	Add Item
508	10508-004	Chinchona Pink Tonic Can 200MI X4	37.38	42.99	0.00	0.00	0.00	30.61	35.20	0.00	0.00	0.00	0.00	0.00	0.00	Update
397	11397-024	Mad Giant Lager 340ml X24	365.21	419.99	0.00	0.00	0.00	316.18	363.61	0.00	0.00	0.00	0.00	0.00	0.00	🛄 Delete 🖌
917	11917-024	Darling Brew Thunder Bird 330MI X24	417.38	479.99	0.00	0.00	0.00	343.01	394.46	0.00	0.00	0.00	0.00	0.00	0.00	Exit
140	12140-001	Boereraad Barel Aged Brandy 750M	243.47	279.99	0.00	0.00	0.00	195.00	224.25	0.00	0.00	0.00	0.00	0.00	0.00	EM CM
341	12341-001	Duchess Gin & Tonic Floral 275ml	15.64	17.99	0.00	0.00	0.00	11.40	13.11	0.00	0.00	0.00	0.00	0.00	0.00	
341	12341-004	Duchess Gin & Tonic Floral 275ml X4	56.51	64.99	0.00	0.00	0.00	45.61	52.45	0.00	0.00	0.00	0.00	0.00	0.00	Y Functions
161	13161-024	Barker & Ouin Marula 200ml X24	302.60	347.99	0.00	0.00	0.00	246.09	283.00	0.00	0.00	0.00	0.00	0.00	0.00	runctions >
214	13214-001	Born Slopy Lager 330M	15.64	17.99	0.00	0.00	0.00	13.04	15.00	0.00	0.00	0.00	0.00	0.00	0.00	5 Bulk Import
218	13218-024	Boston Lager 330MI Cans X24	295.64	339.99	0.00	0.00	0.00	259.13	298.00	0.00	0.00	0.00	0.00	0.00	0.00	CSV Import
1242	13242-001	Bursting Boba 3 Pack	234.77	269.99	0.00	0.00	0.00	155.00	178.25	0.00	0.00	0.00	0.00	0.00	0.00	
243	13243-001	Bursting Boba Apple	78.25	89.99	0.00	0.00	0.00	39.71	45.67	0.00	0.00	0.00	0.00	0.00	0.00	Full Import
244	13244-001	Bursting Boba Cherry	78.25	89.99	0.00	0.00	0.00	39.71	45.67	0.00	0.00	0.00	0.00	0.00	0.00	Delete Grid Items
246	13246-001	Bursting Boba Kini	78.25	89.99	0.00	0.00	0.00	39.71	45.67	0.00	0.00	0.00	0.00	0.00	0.00	
1247	13247-001	Bursting Boba Mango	78.25	89.99	0.00	0.00	0.00	39.71	45.67	0.00	0.00	0.00	0.00	0.00	0.00	
1240	13248-001	Bursting Boba Pomegranate	78.25	89.99	0.00	0.00	0.00	39.71	45.67	0.00	0.00	0.00	0.00	0.00	0.00	
250	13250-001	Californicator Ioa 330M Can	23.47	26.99	0.00	0.00	0.00	17.83	20.50	0.00	0.00	0.00	0.00	0.00	0.00	
269	13259-001	Castelo 1.	31.30	35.99	0.00	0.00	0.00	22.74	26.15	0.00	0.00	0.00	0.00	0.00	0.00	
1283	13283-001	Chinchona Tonic 200M	9.56	10.99	0.00	0.00	0.00	7.65	8.80	0.00	0.00	0.00	0.00	0.00	0.00	
283	13283-004	Chinchona Tonic 200M X4	37.38	42.99	0.00	0.00	0.00	30.61	35.20	0.00	0.00	0.00	0.00	0.00	0.00	
284	13289-004	Chinchona Tonic 2004 A4	42.60	48.99	0.00	0.00	0.00	33.33	38.33	0.00	0.00	0.00	0.00	0.00	0.00	
304	13304-024	Twizza Pink Tonic Sugar Free 250ml X24	150.43	172.99	0.00	0.00	0.00	118.18	135.91	0.00	0.00	0.00	0.00	0.00	0.00	
304	13354-024	Crunchy Peanuts Cheese	150.43	25.99	0.00	0.00	0.00	118.18	135.91	0.00	0.00	0.00	0.00	0.00	0.00	
1351 1360	13351-001	Da Tulha Silver 750M	318.25	25.99	0.00	0.00	0.00	255.00	293.25	0.00	0.00	0.00	0.00	0.00	0.00	
1360	13360-001	Darling Brew Pixle Dust 330ml	318.25	409.99	0.00	0.00	0.00	400.46	460.53	0.00	0.00	0.00	0.00	0.00	0.00	
1375	13375-024	Durban Bourban Age Barrel 750M	434.77	409.99	0.00	0.00	0.00	400.46	460.53	0.00	0.00	0.00	0.00	0.00	0.00	
1450	13450-001	Durban Bourban Age Barrel /SoMi Dutchess G&T Sparking 750Mi	434.77	99.99	0.00	0.00	0.00	365.00	419.75	0.00	0.00	0.00	0.00	0.00	0.00	
1468	13468-001	El Captain Drifter Mexican Lager	15.22	17.50	0.00	0.00	0.00	11.46	13.18	0.00	0.00	0.00	0.00	0.00	0.00	
1468	13468-001	El Captain Drifter Mexican Lager El Captain Drifter Mexican Lager X4	15.22	69.99	0.00	0.00	0.00	45.83	52.71	0.00	0.00	0.00	0.00	0.00	0.00	
1468	13458-004	El Captain Drifter Mexican Lager X4 Franschoek Three Oaks Lager 3404 X24	60.86	69.99 540.99	0.00	0.00	0.00	45.83	52.71	0.00	0.00	0.00	0.00	0.00	0.00	
1539	13539-001	G & T Mango Flavouring 20M	30.43	35.00	0.00	0.00	0.00	20.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	
540	13540-001	G & T Mixed Berries 20MI	30.43	35.00	0.00	0.00	0.00	20.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	
1542	13542-001	G & T Passion Fruit Flavouring 20M	30.43	35.00	0.00	0.00	0.00	20.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	
1543	13543-001	G & T Pineapple Flavouring 20MI	30.43	35.00	0.00	0.00	0.00	20.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	
1544	13544-001	G & T Pomegranite 20M	30.43	35.00	0.00	0.00	0.00	20.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	
545 STK322 51	13545-001	G & T Strawberry Flavouring 20M tem Maintenance	30.43	35.00	0.00	0.00	0.00	20.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	

16. Press **F9** on your keyboard or select **Authorize** from the Function Menu. You will notice at the bottom of the screen the stock items that are being updating.



17. Once all the updates have been completed, we recommend that you do spot checks to ensure that the stock item changes were updated correctly.

Option B: Update individual items to the grid without importing a file – Press **Insert** on your keyboard or select **Add Item** from the Options Menu

🕃 Stock Cont	rol : Bulk Pricing - Item	Maintenance			
Bulk Price No Descriptio Valid Fror	TEST VERSION	Price Code 01	Columns to Update]	Last Cost	Buying Cost
StockCode	LinkCode	Description1	Selling Excl. Selling	Incl. G.P. %	Options * Image: Add Item Update Update Delete Exit Exit Functions * Bulk Import * CSV Import * Full Import * Update * Delete * Delete * Delete * Sulk Import * Delete * * *
STK322	Stock : Bulk Pricing Ite	em Maintenance			.::

1. Capture the Stock Code you wish to change and press **Enter** on your keyboard. You can also use the? button next to Stock Code to access the stock master grid from which you can select the stock item.

🐮 Stock Control	Bulk Pricing - Item Maintenance		-		×
Stock Code Description #1	11698	Link Code 11698-006		Options	s ¥
[New Values] — Buy Cost Excl.	[Current Values]	[System Values] 0.000 GP 0.00% Selling Excl. 0.00 0.00			
Buy Cost Incl.	0.00 0.00	0.000 Selling Ind. 0.00 0.00			
Last Cost Exd. Last Cost Ind.	0.00 0.00	0.000 GP 0.00% Markup 0.00% 0.00% 0.000 GP% 0.00% 0.00% 0.00% 0.00%			
Avg.Cost Exd. Avg.Cost Ind.	0.00 0.00 0.00	0.000 GP 0.00% Current System Price - 0.00 Ind.			
List.Cost Excl. List.Cost Incl.	0.00 0.00	0.000 GP 0.00% [Suggested Selling Price] 0.000 Exd. 0.00 0.00			
		Ind. 0.00 0.00			
Rebates					
Supplier Description		Rebates Calculated on Avg.Cost Last Cost Buying Cost Rebate % Rebate Excl. Rebate Incl. Select 0.00 0.00 			
		0.00 0.00			

2. Amend the selling price. Ensure that you press the **Enter** key until all fields has been updated. Press **F10** on your keyboard or select **Save** from the Options Menu.

Stock Control	Bulk Pricing - Iten	n Maintenance						-		×
Stock Code	11698	0	Link C	ode 11698-0	01				Options	*
Description #1	031 Vodka 750ml							F10	-	
[New Values]—		[Current Values]	[System Values]		[Selling Price	e:01]			Exit	
Buy Cost Exd.	0.00000	0.00000	230.00000 GP	25.49%	Selling Excl.	0.00	308.70		Exit	
Buy Cost Incl.	0.00000	0.00000	264.50000		Selling Incl.	0.00	355.00			
Last Cost Excl.	0.00000	0.00000	230.00000 GP	25.49%	Markup	0.00 %	34.22 %			
Last Cost Incl.	0.00000	0.00000	264.50000		GP%	0.00 %	25.49 %			
Avg.Cost Exd.	0.00000	0.00000	230.00000 GP	25.49%	[Current S	ystem Price]				
Avg,Cost Ind.	0.00000	0.00000	264.50000	1		308.70 Ex.	355.00 Ind.			
List.Cost Exd.	250.00000	50.00000	230.00000 GP	157.40%	- Suggested	d Selling Price]				
List.Cost Ind.	287.50000	57.50000	264.50000		Exd.	0.00	0.00			
					Ind.	0.00	0.00			
ebates										
upplier : [] -			Rebate	es Calculated o	n 💿 Avg.Co	ost 🔿 Last Cost	OBuying Cost			
escription				Rebate %	Rebate Ex	cl. Rebate Incl.	Select			
_					0.	00 0.00				
					0.0	0.00				
					0.0	0.00		J		

3. Continue adding items to the update grid until completed.

Press the **ESC** button on your keyboard or select **Exit** from the Options menu

\sub Stock Contro	ol : Bulk Pricing - Item	Maintenance				
Bulk Price No. Description Valid From StockCode	TEST VERSION	Price Code 01	Columns to Upda	o Child Items ling Prices	Last Cost Avg.Cost	Buying Cost
63728	11698-001 63728-001	031 Vodka 750ml 1659 Natural Sweet Rose 750Ml		308.70 36.51	355.00 25. 41.99 40.	
STK322	Stock : Bulk Pricing Ite	em Maintenance				

4. Press **F9** on your keyboard or click **Authorize** under the Function Menu.

tatus	Price No. Description	Valid From	Valid To	PR.Code	Ripple	Selling	Sugg.Sell	Last Cost	Avg.Cost	Buy.Cost	
PEN	10800009 TEST VERSION	2020/10/28		01		✓					Options *
uthorised	10800008 GREENHILLS IMPORT	2020/10/22		01		✓					
uthorised	10800006 JOE DEMO TEST	2020/08/13		01	•	✓	1		✓		Ins New Pricing
uthorised	10800005 DEMO IMPORT	2020/08/13		01	•	✓	V		✓		💯 Update
											Del Delete
											Esc Exit
											Link Items
											Link tems
											F3 Authorise
											F2 Price List
											F3 GP List
											Gr List
STK320	🔆 🄀 Stock : Bulk Pricing Maintenance										

5. Press **Y** on your keyboard or select the **Yes** button.

🐯 System Prompt	- C	ı ×
	Authorsation	
?	Authorise & Apply Prices ?	
	N No Y	Yes 🔶

And that concludes the User Guide 😂