

How to Guide How to add a new Price code

MRJ Consultants 37 Weavind Ave, Eldoraigne, Centurion, 0157 Tel: (012) 654 0300 Mail: <u>helpdesk@mrj.co.za</u>



1. **Open** Genesis Menu.



2. Type User code and Password.

GENESIS Main Module		
Select Company BLU	E BOTTLE LIQUOR SIMULATION	1
	User Code Password	
GENESIS) 🔞 <u>C</u> ancel	🤣 ок
CMN999 GE	NESIS Main Module	Version : 10.33.51

3. Open **System Utilities** from the Main menu.

GENESIS :	: Main Menu												
		-											
	*	\$ 8	-		5	M			\times		X	B ù	
Till Module	Stock Control	Creditors	Debtors	Purchasing	Point of Sale	Reports	Cash Office	General Ledger	System Utilites	Empties Return	FIX	Setup	
2020/11/05	10:43:33	0	User: JOANA	Ver	sion : 9.32.31	Period :	202011 Dat	abase : GEN	ESIS-SIMULATIO	N			

4. Click on Settings-Companies-Selling price Codes.

Jtilities	4	Settings 🛃	Ex	it			
22		Companies	•		Company Master		
npany	-10	Branches		12	Parameters	Branch	S
		Stock Control	•	+a+	Company Groups		_
	-	Point of Sale	•	-	Selling Price Codes		
	50%	Creditors	•	P	Bank File		
	+a+	Debtors	•		Currency Master		
	43	Purchasing	•	2	SMS/EMail Transaction Types		
	R	Repairs	•				
	23	VIP Loyalty	×				
	12	General Ledger	+				
	C	Global Modules	+				
	٢	System Settings	•				
	20	Internal Controls	•				

5. To add click on add or press Ins on your keyboard

🐮 Compan	y : Default Selling Prices						
Price Cod	Description	Price Rule	Rounding	Def.Markup	Def.GP	Auto Creat Mar	
01	DEFAULT PRICE	Inclusive	No Rounding	0.00	0.00		Options *
02	PRICE 02	Inclusive	No Rounding	0.00	0.00		
03	PRICE 03	Inclusive	No Rounding	0.00	0.00		Ins Add
05	UBER EATS	Inclusive	No Rounding	0.00	0.00		🛃 Update
OLINE	ONLINE WEB PRICE	Inclusive	No Rounding	0.00	0.00		Del Delete
							Esc Exit
						_	
UTL054			Company : Def	ault Selling Pric	es		.:

6. The price code will be the abbreviation of the item.

The description will be the items description.

Price Code					Options	
Description				F10	Save	
Pricing Rule		•		Esc	Exit	
Rounding Factor						-
Default Markup	0.00 %					
Default GP%	0.00 %	Auto-Create Pric	e on Item Creation			
		Markup	0.00 %			
		G.P.	0.00 %			

Under the **Pricing rule** You will see the following options, select your specified one.

Company : Default Selling Prices		-		×
Price Code		8	Options	*
Description		F10	Save	
Pricing Rule		Esc	Exit	
Rounding Factor E - Exclusive				
Default Markup G - Gross Profit %				
Default GP% 0.00 %	Auto-Create Price on Item Creation			
	Markup 0.00 %			
	G.P. 0.00 %			
11110544	Company · Default Selling Prices			

Under the Rounding factor You will see the following options, select your specified one

Company : Default Selling Prices	-		×
Price Code Description Pricing Rule Rounding Factor Default Markup Default GP% 3 - Nearest 9c 4 - Nearest 10c 5 - Nearest 10c 5 - Nearest 50c 7 - Nearest 99c C.P. 0.00 %	F10 s Esc p	Options Save Exit	*
UTL054A Company : Default Selling Prices			

You can put in the default markup % to the desired %, same applies to the Default GP.

7. There is the tick box option to be able to select Auto-Create Price on Item Creation.



8. Once you have put in all the relevant information you press F10 or click on Save.

Price Code				• 🔡 Option
Description				F10 Save
Pricing Rule				Esc Exit
Rounding Factor		•		
Default Markup	0.00 %			
Default GP%	0.00 %	Auto-Create Price	e on Item Creation —	
		Markup	0.00 %	
		G.P.	0.00 %	