



## How to Guide Adding/Updating Selling Prices on The Stock Master

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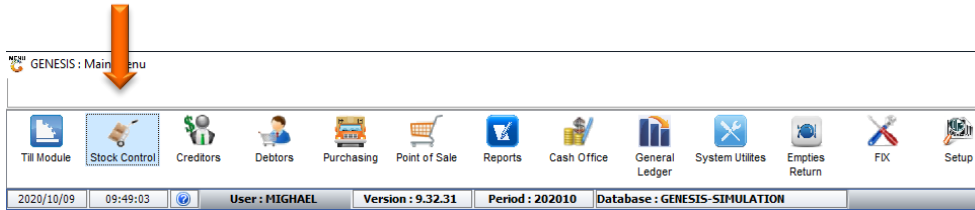
*Tel: (012) 654 0300*

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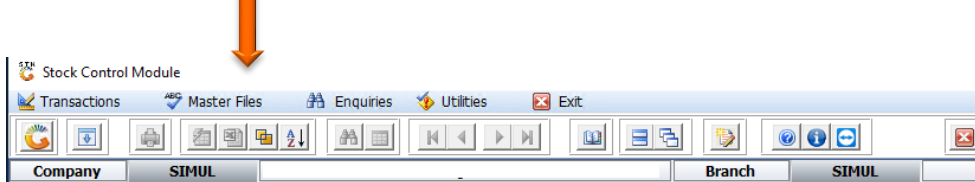


# How to Add/Update Selling Prices on the Stock Master

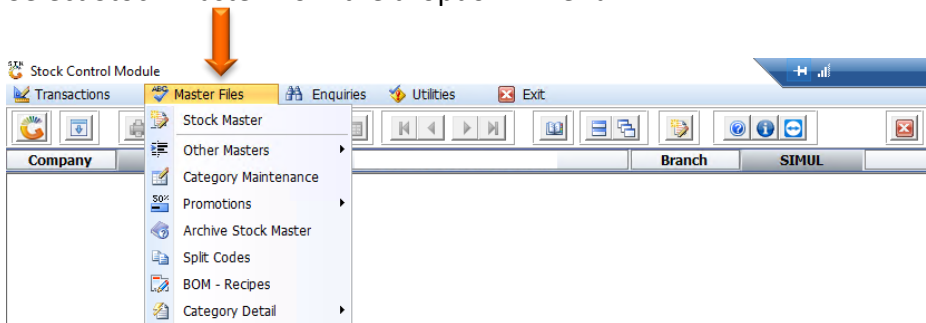
1. Log into Genesis Menu
2. Select Stock Control from the main menu



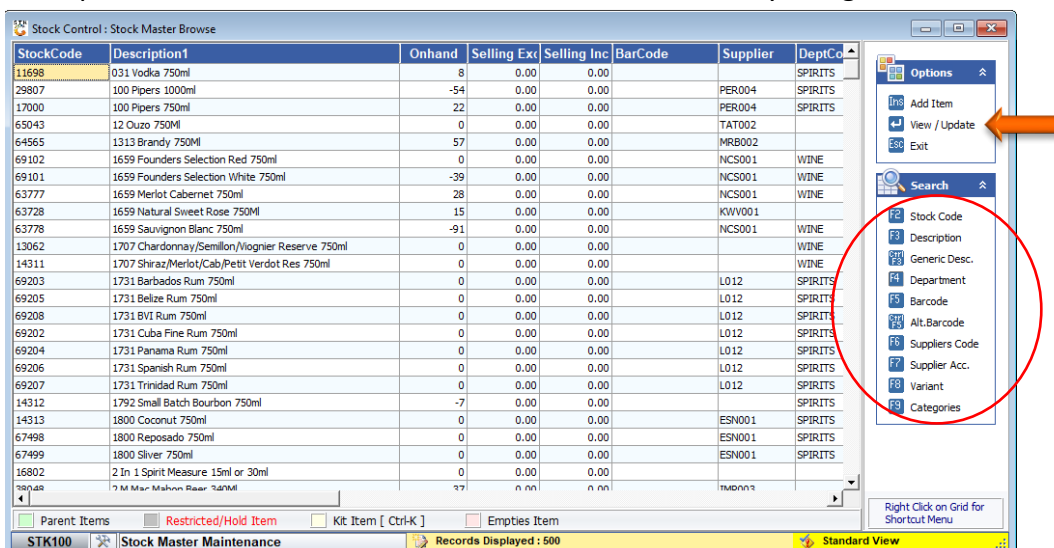
3. Select Master Files



4. Select Stock Master from the dropdown menu.



5. Select the **Stock Item** from the grid and press **Enter** on or your keyboard or click on **View/Update** under the Options menu. You can also search for the stock item by using the functions under the **Search Menu**



6. Click on the **Linked Items** Tab

Stock Control : Stock Master Maintenance

Stock Code: 11698 Description #1: 031 Vodka 750ml  
Stock Type: P - Link Item (Pack Variants) Description #2:  
\*Status: A - Active Pack Size: 1X1X750ML Units/Pack: 1

Main Details Categories / Types Properties / Indicators Notes & Descriptions **Linked Items**

Header Data

Department: SPIRITS Sub-Dept.: SP-VODKA Supplier: Buyer:

VAT Code: S STANDARD RATE 15

Barcode: Supplier Code: Scale Item Type: N - Non-Scale Item Scale Price/Kg: N - Non Scale Item

Pack Sizes

| Units/Case    | Costs  |
|---------------|--------|
| 1             | 230.00 |
| Units/Palette | 230.00 |
| Singles       | 0.00   |

Sell by: 0 Days Shelf Life: 0 Days

| Link Code | Description        | Units | MinBUY | Onhand | SellExcl | SellIncl | L/C  |
|-----------|--------------------|-------|--------|--------|----------|----------|------|
| 11698-006 | 031 Vodka 750ml X6 | 6     | 1      | 1      | 0.00     | 0.00     | 1.38 |
| 11698-001 | 031 Vodka 750ml    | 1     | 1      | 2      | 308.70   | 355.00   | 23   |

Total Onhand: 8  
Sales Orders: 0  
on Laybye: 0  
Purchase Orders: 0  
NETT Available: 8  
Awaiting Dispatch: 0  
NETT On Floor: 8  
Damaged: 0  
Minimum Level: 0  
Maximum Level: 0  
Number of Variants: 0  
Belongs to Kits: 0

Options: Update, Exit  
Functions: Function Menu

STK101 Stock Control Module : Stock Master Maintenance VIEW ONLY

7. Select the item that a selling price must be added for from the grid and press the **Enter** key on or your keyboard or select **View/Update** from the Child Items menu

Stock Control : Stock Master Maintenance

Stock Code: 11698 Description #1: 031 Vodka 750ml  
Stock Type: P - Link Item (Pack Variants) Description #2:  
\*Status: A - Active Pack Size: 1X1X750ML Units/Pack: 1

Main Details Categories / Types Properties / Indicators Notes & Descriptions **Linked Items**

| Item Code | Description #1     | Units | Onhand | Selling Ex. | Selling In. |
|-----------|--------------------|-------|--------|-------------|-------------|
| 11698-006 | 031 Vodka 750ml X6 | 6     | 1      | 0.00        | 0.00        |
| 11698-001 | 031 Vodka 750ml    | 1     | 2      | 308.70      | 355.00      |

Child Items: Add Child, View/Update, Delete

Options: Update, Exit  
Functions: Function Menu

Grid Legend: Archived, On Hold, Restricted, Pending Delete

STK101 Stock Control Module : Stock Master Maintenance VIEW ONLY

8. Select the **Selling Prices** tab

Stock Control : Stock Master Maintenance (Child Items)

Stock Code: 11698 Description #1: 031 Vodka 750ml

Main Details Indicators **Selling Prices**

Link Code: 11698-006  
Description #1: 031 Vodka 750ml X6  
Description #2:   
Barcode: 0606110503396 Suppliers Code:   
Variant:   
Item Status: A - Active

[Pack Sizes]  
Pack Size: 1X6X750ML  
Units: 6 Unit Cost: 1 380.00  
Units/Case: 1 Cost/Case: 230.00  
Units/Palette: 1 Cost/Palette: 230.00  
Singles: 1 Cost/Single: 0.00

[Parent Units Costs]  
Exclusive Inclusive  
Last Cost: 230.00000 264.50000  
Avg. Cost: 230.00000 264.50000  
List Cost: 230.00000 264.50000  
Buying Cost: 230.00000 264.50000  
Base Cost: 0.00000 0.00000

[Child Item Costs]  
Exclusive Inclusive  
Last Cost: 1 380.00000 1 587.00000  
Avg. Cost: 1 380.00000 1 587.00000  
List Cost: 1 380.00000 1 587.00000  
Buying Cost: 1 380.00000 1 587.00000  
Base Cost: 0.00000 0.00000

[Item Quantities]  
Onhand: 1  
Sales Orders: 0  
Consignment: 0  
Laybys: 0  
AVAILABLE: 1  
In Transit: 0  
Damaged: 0  
P/Orders: 0  
To Dispatch: 0

Options: Save, Exit  
Functions: Alt.Barcode

STK101B Stock Master : Child Item Maintenance

9. Press **Insert** on your keyboard or click on **Add Price** from the Prices menu.

Stock Control : Stock Master Maintenance (Child Items)

Stock Code: 69205 Description #1: 1731 Belize Rum 750ml

Main Details Indicators **Selling Prices**

Last Cost Excl.: 499.1600 Last Cost Incl.: 574.0340 Avg. Cost Excl.: 499.1600 Avg. Cost Incl.: 574.0340

Code Price Description Valid From Valid To Exclusive Inclusive GP % Marku

<No data to display>

Prices  
Add Price  
Update Price  
Delete Price

Options: Save, Exit  
Functions: Alt.Barcode

STK101B Stock Master : Child Item Maintenance

10. Enter the appropriate Selling Price (Exclusive or Inclusive). Press Enter on your keyboard until the item is added to the grid.

Stock Control : Selling Price Maintenance

Stock Code: 11698 Description #1: 031 Vodka 750ml X6  
Link Code: 11698-006 Description #2:

[ Cost Used : Average Cost ]

Last Cost Ex. 1380.00000 Avg. Cost Ex. 1380.00000 Nett. Cost Ex. 1380.00000  
Last Cost In. 1587.00000 Avg. Cost In. 1587.00000 Nett. Cost In. 1587.00000  
Last Rebate 0.00000 Avg. Rebate 0.00000

Price Code: 01 - DEFAULT PRICE VAT Rate: 15.0000 %  
Pricing Rule: I - Inclusive Default Markup: 0.00 %  
Rounding Factor: 0 - No Rounding Default GP%: 0.00 %

[ Current Values ] [ New Values ]

Valid From: Valid From: 2020/10/09  
Valid To: Valid To:   
Exclusive: 0.00 Exclusive: 0.00  
Inclusive: 0.00 Inclusive: 0.00  
Markup: 0.00 % Markup: 0.00 %  
GP%: 0.00 % GP%: 0.00 %  
Discount %: 0.00 % Discount %: 0.00 %  
Discount Value: 0.00 Discount Value: 0.00  
Max. Disc. %: 0.00 % Max. Disc. %: 0.00 %  
Max. Disc. Value: 0.00 Max. Disc. Value: 0.00

Options: F10 Save, Esc Exit

STK106 Stock Master : Selling Price Maintenance

11. Press F10 on your keyboard or select Save on the right-hand menu.

Stock Control : Stock Master Maintenance (Child Items)

Stock Code: 11698 Description #1: 031 Vodka 750ml

Main Details Indicators Selling Prices

Last Cost Ex. 1380.00000 Last Cost Ind. 1587.00000 Avg. Cost Ex. 1380.00000 Avg. Cost Ind. 1587.00000

| Code | Price Description | Valid From | Valid To | Exclusive | Inclusive | GP %  | Marku |
|------|-------------------|------------|----------|-----------|-----------|-------|-------|
| 01   | DEFAULT PRICE     | 2020/10/09 |          | 1800.00   | 2070.00   | 23.33 |       |

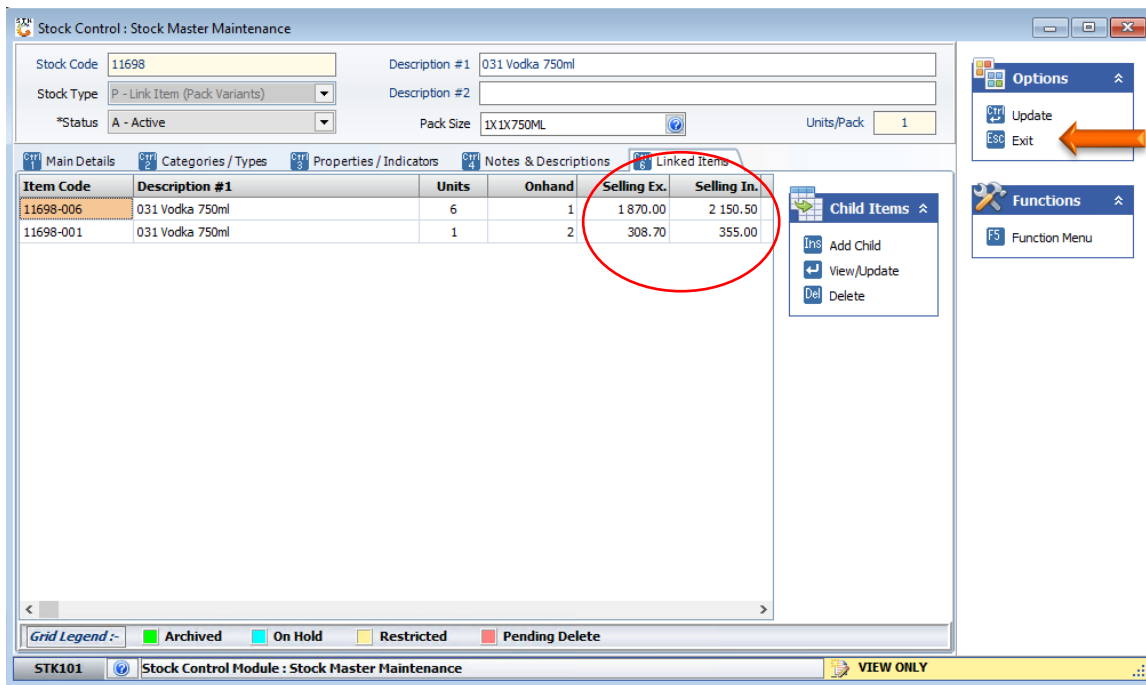
Options: F10 Save, Esc Exit

Prices: Add Price, Update Price, Delete Price

Functions: Alt. Barcodes

STK101B Stock Master : Child Item Maintenance

12. The price will now reflect accordingly. To Exit the screen, press **ESC** on your keyboard or click on **Exit** under the Options Menu



And that concludes the User Guide 😊