

ADD GIFT CERTIFICATE

WALKTHROUGH

Go to Headquarter System > Master Records > Gift Certificate Type > then click New

Home Daily Operation Sales Report Inventory **Master Records** Maintenance Logout

Sales Dashboard

Branch: (All) Date: 02/22/2012 Refresh every (mins):

Report: Sales Trend Period: J

Benchmark: Revenue (Base Product)

A bar chart showing sales trends over time. The y-axis ranges from 0 to 120,000. There are several green bars of varying heights, with the tallest bar reaching approximately 108,000.

A bar chart showing benchmark data. The y-axis ranges from 0 to 24,000. A large blue rectangular area covers most of the chart, with a single bar labeled '1. Nokia E72' reaching approximately 28,000.

A bar chart showing data for Gift Certificate Type. The y-axis ranges from 0 to 2.8. There are several bars in green and orange, with the tallest bar reaching approximately 2.8.

- Account Master
- Customer Group/Type
- Price Level Master
- Product Maintenance
- Branch Master
- Warehouse Master
- Region Master
- Bank Master
- Cash Master
- Credit Master
- Gift Certificate Type
- Master Listing

Input the GC Type ID, GC Name, GC Amount and Expiry date.

Tick the Active checkbox if GC has been distributed and ready to be transacted.

If there is no set date in Expiry, GC will have no expiry date.

Click Save once done.

Gift Certificate Type Detail


CREATED: KLEB@ASHEES.COM 02/22/2012

GC Type ID: * GC500

Name: * GC500

Active:

Amount: 500.00

Expiry: 12/31/2012 

Supplier ID: F12

Memo:



The Gift Certificate can be viewed in PDF format – ready for printing.



This can also be emailed to concerned persons/departments in PDF/for-printing format. See How to Send Reports.