

Display or not display product cost

User can set “Allow all user can view and edit product cost” or “Allow authorised users can view and edit product cost only, other user cannot do it”.

At Inventory > Setup > Good receipt setup

Tick – Display product cost to all users

Not tick – Only “authorised user” can view and edit product cost, other users cannot do it.

Goods receipt setup

Display product cost	<input checked="" type="checkbox"/> Yes <small>Tick = display product cost to all users (At product master and inventory reports) Not tick= only display product cost to authorised users (At product master and inventory reports)</small>
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Tick - display product cost to all users:

At new good receipt (Inventory > Good Receipt > New)

Goods receipt Search New

Date	1-Nov-2016	New Product	Warehouse	HKB2B	
Vendor	V01	Vendor 01	\$	New Vendor	Prepared by : HKB2B Support (beauty)

Item code	Item name	Purchase order no	Unit cost	Purchase order quantity	Outstanding quantity	Received quantity	Amount	Rate	HKD equivalent
P01	Product A, pcs		100			1	100		\$ 100.00

After inputting product code, system will display the product unit cost.
 User can use or amend the unit cost for this good receipt.

Std Remarks		Total quantity : 1 Total item count : 1 Total amount : \$ 100.00	<input type="button" value="PRINT & OK"/> <input type="button" value="OK"/> <input type="button" value="Cancel"/>
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At view goods receipt (Inventory > Goods Receipt > Search > select goods receipt)

Goods receipt Search New

Date: 1-Nov-2016 Warehouse: HKB2B Goods receipt no: IGR-00013 (Prepared)

Vendor: Vendor 01 (V01) Prepared by: HKB2B Support (beauty) 1-Nov-2016 12:23:11 pm Last updated: HKB2B Support (beauty) 1-Nov-2016 12:23:11 pm

Item code	Item name	Purchase order no	Unit cost	Purchase order quantity	Outstanding quantity	Received quantity	Amount	Rate	HKD equivalent
P01	Product A, pcs		\$100.00	0	0	1	\$100.00	1/1	\$ 100.00

product unit cost will be displayed

Remark : Total quantity : 1
Item count : 1
Total amount : \$ 100.00

Back | Print | **Edit** | Void Close

Press <Edit> to edit good receipt

Goods receipt Search New

Date: 1-Nov-2016 Warehouse: HKB2B Goods receipt no: IGR-00013 (Prepared)

Vendor: Vendor 01 (V01) Prepared by: HKB2B Support (beauty) 1-Nov-2016 12:23:11 pm Last updated: HKB2B Support (beauty) 1-Nov-2016 12:23:11 pm

Item code	Item name	Purchase order no	Unit cost	Purchase order quantity	Outstanding quantity	Received quantity	Amount	Rate	HKD equivalent
P01	Product A, pcs		100	0	0	1	\$ 100		\$ 100.00

product unit cost can be amended

Std Remarks

Total quantity : 1 PRINT & OK OK

Total item count : 1 Cancel

Total amount : \$ 100.00



At view product master (Master > Product > Search > Select product)

Product details			
Product code	P01		
SKU			
Product name	Product A		
Product category	Category A		
Product description			
Unit	pcs		
Division	Unspecified		
Brand	Brand A		
Colour	Unspecified		
Size	Unspecified		
Volume	Unspecified		
Price	<u>List price</u> \$ 1,000	<u>Item discount</u> \$ 100	<u>Net price</u> \$ 900
Discount period	Nil discount period		
Volume discount			
Total discount			
Status	Active Active product is sellable. Inactive product is not sellable.		
Unit cost	\$ 100		

product unit cost will be displayed.

At Product master report (Master > Report > Product Master)

HKB2B Limited
Product master

Category : All Code : P01
 Discount : All Brand : All
 Division : All Sorted By : Product code(Ascending)/

Code	Name	Description	Vendor	Brand	Division	Category
P01	Product A		Benny's, Vendor 01	Brand A		Category A

Print On : 1-Nov-2016
 Prepared by : HKB2B Support (beauty)
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Price : All
 Vendor : All

1)/ Product name(Ascending)/ Vendor(Ascending)

Product nature	Unit	Unit cost	List price	Discount	Net price	Discount period	Status
For sales	pcs	\$ 100.00	\$ 1,000.00	\$ 100.00	\$ 900.00	--	Active

product unit cost will be displayed

At Inventory report (Inventory > report)

Inventory report	
Purchase order listing	
Goods receipt report	At report, product unit cost will be displayed.
Purchase cost amendment report	
Consumption listing by weighted average	
Product consumption report by therapist	

Not tick – Only “authorised user” can view and edit product cost, other users cannot do it.

Goods receipt setup	
Display product cost	<input type="checkbox"/> Yes Tick = display product cost to all users (At product master and inventory reports) Not tick= only display product cost to authorised users (At product master and inventory reports)

Assign display product cost access right for user

Staff > Staff > Select shop > Select staff > Edit

Staff authority	
Allow edit past shift	<input type="button" value="Yes"/> [Only for Staff > Staff > Leave / Rest days]
Allow view and edit product cost	<input checked="" type="checkbox"/> Yes

Tick <Yes> to allow view and edit product cost.

** If the user is not authorized to view and edit the product unit cost, system will use the product unit cost in product master for new goods receipt and product unit cost will not be changed when edit goods receipt.

** This control does not apply to inventory value inquiry, if the user is not authorized to view product unit cost, users should not have access rights to these functions.