# Group Member

If the same member mistakenly created two or more different member codes, user can use the group member function to combine two code's transactions into one code.

Group member

Member > group member

The same member (Member: Chan Ming) mistakenly has three member codes, namely WeM-10011, WeM-10012 and WeM-10013. They all include purchased records and treatment histories.

Group member

Enter the member code to be combined.

Group member from

Member code		Member name	Identity card	Telephone	
WeM-10012		Chan		90019100	
WeM-10013		Ming Ming		90019100	

This member code will be kept after combined.

Group member to

Member code		Member name	Identity card	Telephone	
WeM-10011		Chan Ming		90019100	

Submit   Press <Submit>, to update the data.

Data updated

OK
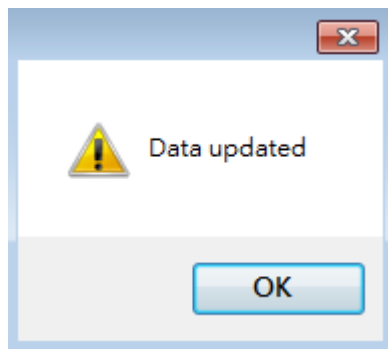
Successfully combined members.
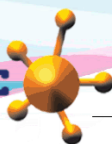
After combination, only one member code will be kept.
Other members code will be deleted.

Member search results

Member code	Member name	Telephone	Email	Member group	Action Select All Undo
WeM-10011	Ms Chan Ming	90019100		New Member	☐ Remove from search results

The purchased records and treatment histories of the combined member code WeM-10012, it will be combined with WeM-10011.

Hide completed

Ms Chan (WeM-10012) member account

Invoice date	Invoice no		Item code	Item name	Promotion code	Purchased	Used	Expired	Outstanding	Expiry date
17-Jul-2020	PSI-00288HK (T)	Print	APM50	Treatment B		1	0	0	1	17-Jul-2023

Hide completed

Ms Chan Ming (WeM-10011) member account

Invoice date	Invoice no		Item code	Item name	Promotion code	Purchased	Used	Expired	Outstanding	Expiry date
17-Jul-2020	PSI-00288HK (T)	Print	APM50	Treatment B		1	0	0	1	17-Jul-2023
17-Jul-2020	PSI-00287HK (T)	Print	APM5	Treatment C		1	1	0	0	17-Jul-2023
17-Jul-2020	PSI-00286HK (F)	Print	EFT01	Eye Flexi Treatment A		10	0	0	10	17-Jul-2023

Undo combined members

Member > group member > search

All combined records can be found in Group member search list.
Press <Undo> to restore the combined members.

		Group member search list							
		Group member from				Group member to			
Date	Member code	Member name	Identity card	Telephone	Member code	Member name	Identity card	Telephone	Action
20-Jul-2020 01:09 pm	WeM-10012	Chan		90019100	WeM-10011	Chan Ming		90019100	Undo
20-Jul-2020 01:09 pm	WeM-10013	Ming Ming		90019100	WeM-10011	Chan Ming		90019100	Undo