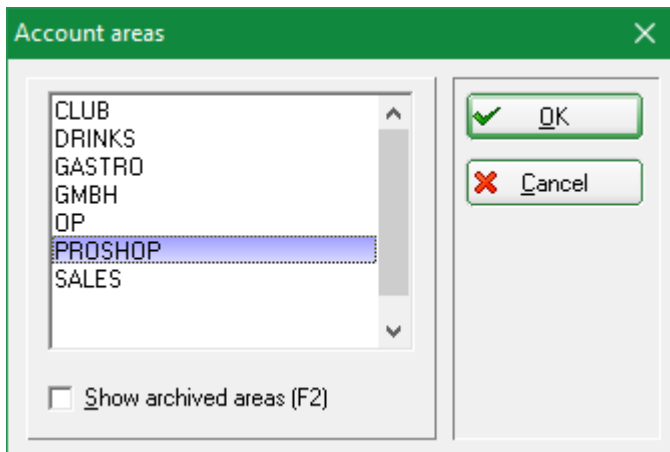


new, change, delete

This feature can be activated with the module *Merchandise system*.

In order to work with the cash register you will have to select the account area first, e.g., **PROSHOP** or **SALES**.

To do so, click on the yellowish button in the icon bar.



or go to the menu **Accounts/Select account area** and select the required account area.

Entering suppliers

First of all begin by entering all suppliers – this is done in the same way as with people and companies via **Persons/...New, change, delete**. Firstly enter the gender „7 – Supplier, Contact person male“ or „8 – Supplier, Contact person female“. Apart from that, entering a supplier is almost the same as entering a company member.

Person: ✕


Name

Search abbr. No

Firm

Head person

Title

 First name

Name

Status | 1st Addr. | Extras | payment | Infos | Memo

Department/Positic Print with

Homeclub Guest

Gender

Age group

Membership

Status

Unused

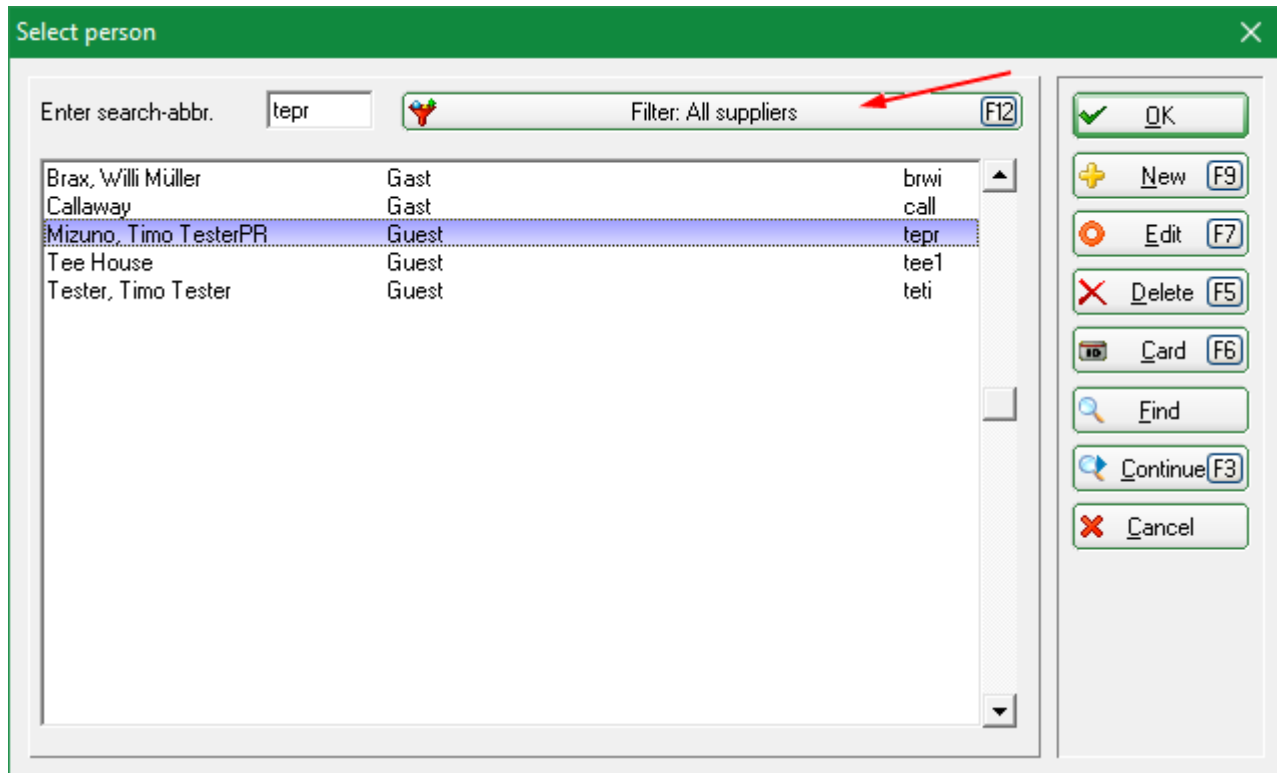
Additional info

D.O.B.

Entry

Resigned

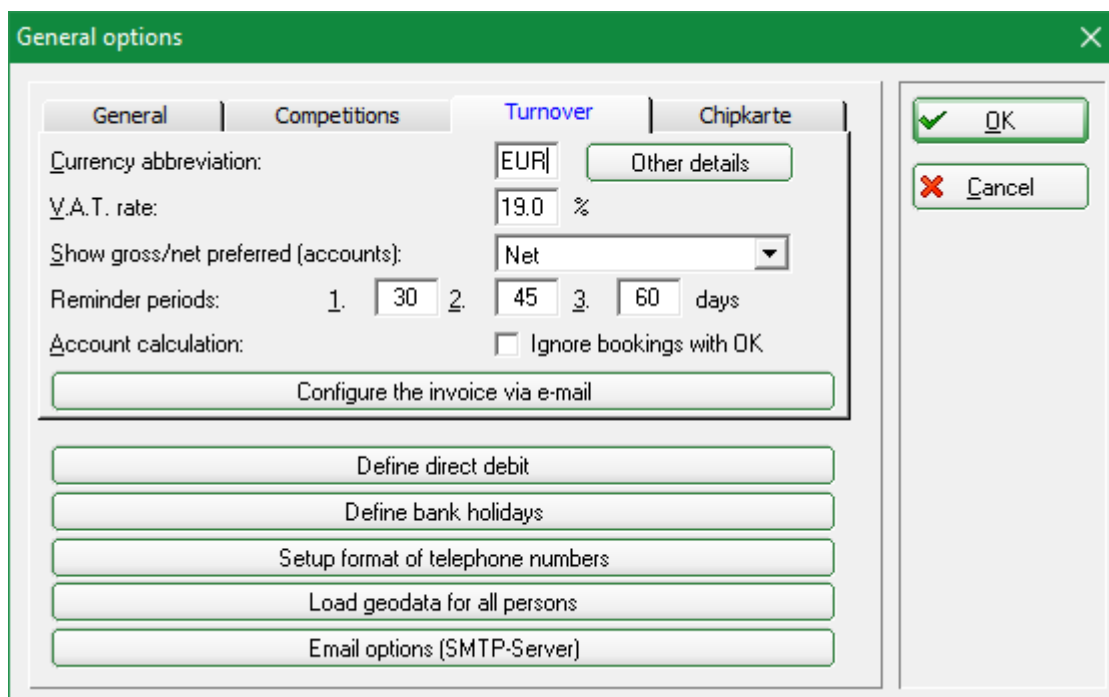
But it is important that you set the filter for the selection list from „Members and guests“ to „All suppliers“, so that only suppliers will be displayed.



Adding articles

Presetting

Before you start adding articles, check the correctness of the item's name and if the correct percentage rate for the „VAT rate“ has been set; to do this, go to **Setup/Program options/Options** and select the tab „Turnover“:



Click **OK** if the settings are correct. Otherwise adjust the entries and then click **OK**. In case you have articles with different VAT rates (e.g., 7%) you can set this for each article individually in the article's definition mask. PC CADDIE will remember the set rate and will only change it to another rate, for example 19%, when you create an article where you explicitly set this rate.

Entering articles

To create an article use the menu item **Article/...new, edit, delete**. This is where you can enter all your pro shop goods. To add a new item select **New**; to edit an existing article select **Edit**:

The screenshot shows the 'Article' dialog box with the following fields and options:

- Article**
 - Art.-No.: blogo 0101
 - Name: Logoballs
 - Group: BALL Balls (with + New group and - Delete buttons)
 - Colour chart: BAL1 Colours balls (with + New and Edit buttons)
 - Size chart: NB Number of balls (with + New and Edit buttons)
- Prices / Amounts**
 - Status: normal
 - Unit: 1 Piece
 - Calculation: VK=EK/70%
 - V.A.T.: 19.0 % (with No discount checkbox)
 - Colour / Size combination table:

Colour / Size combination	3.80	14.00
White - Sleeve of 3	3.80	14.00
White - Dozen	10.00	7.00

(with New F2 and Delete buttons)
 - Purchase: 1.00
 - PP(eff.): 1.00
 - Sales: 3.80
 - Marge: 68.68 %
 - Stock taking:
 - Min. stock: 0
 - Act.stock: 14
 - Ordered: 0
- Purchase**
 - Supplier: diin Differences, Inventory
 - Order No.:
 - Packing details:
 - Disc.: 0
 - Barcode:
 - Individualization:
- Buttons (right sidebar):** New, Save F11, Delete F5, Copy -> New, Details F6, Ingredients, Assign autom., Account, Delivery, Print F8, Quit

Article

Article no.

An article number can have up to 8 characters. You can use numbers or letters, but never mix up upper and lower cases. A conversion into bar codes only works with 8 digit combinations of letters and/or numbers (e.g.; logo0001, call0001, 66660001). Article numbers are usually chosen schematically. For instance, begin with the first letters of the product group/type or even of the supplier. Do not use special characters, especially dot („.") for an article number. Here an example for a „Callaway pitchfork:"

Article [Close]

Article
 Art.-No. call0001 0000 Account:
 Name Callaway Pitchfork Add. info
 Group ACC Accesories + New group X Delete
 Colour chart NORM Normal Colors + New O Edit
 Size chart + New O Edit

Prices / Amounts
 Status normal Unit 1 Piece
 Calculation VK=EK*(1+150%) V.A.T.: 19.0 % No discount
 Colour / Size combination New [F2] Delete

Purchase	8.00
PP(eff.)	8.00
Sales	14.00
Marge: 32.00 %	
<input checked="" type="checkbox"/> Stock taking	
Min. stock	0
Act.stock	0
Ordered	0

Purchase
 Supplier call Callaway
 Order No.: Packing details Disc. 0
 Barcode:

[Left] [Print] [Right]
 + New
 ✓ Save [F11]
 X Delete [F5]
 Copy -> New
 Details [F6]
 Ingredients
 Assign autom.
 Account
 + Delivery
 Print [F8]
 X Quit

To add an article within the same product group, it is quite useful to work with the „*“ or „+“. This will assign the next available article number: „call*“, or „call+“.

Account

You can enter the financial account number where the article should be recorded into this field. This is necessary for exporting the sales data to an accounting interface (additional module: [Export accounting data](#))

Name

Select a suitable name for the article, e.g., „Callaway pitchfork“. However, this should be a short and distinct article name. Article names that are too long might not completely fit on a printed label. In your article list the product groups are listed in alphabetical order and within the product groups the articles are listed alphabetically.

Add. info

This is where you can enter individual information that can be useful on a label print or just to hold additional information for an article type. The delivery period is often entered in an encoded way, to determine possible discounts for closing sales.

This additional info stands for: Article delivery in January (=1) 2001(=01).

You can also filter by sales ID in the sales statistics. To do this, enter in the „Filtering“ tab in the „Booking text:“ field (second from the top) KENN: xyz. Enter your desired identifier instead of xyz.

HINT: The add. info ARTDET will cause the details of this article to be displayed separately on the daily balance (in the article statistic). This option is very useful if, for instance, the accounts department wants to see which voucher numbers have been sold or redeemed.

Group

This is where the product group is selected or created to which the article should be allocated. This entry should be well-thought-out as single articles or product groups can be used to create various statistics.

The daily turnover of the different product groups will be listed on the daily balance. Now a few examples for possible product groups:

- BALL = Balls
- BAGS = Golf bags
- ACC = Accessories

To create a new product group, click on the button **New group**:

For the product group „golf bags“, you can enter, for example, the group details „BAGS“ for **Abbr** and „Golf bags“ for **Name**. You also have to select the **Account area** (also see [Edit accounting areas](#)) and a suitable **Colour**. Click **OK** when you are satisfied with all the settings, and PC CADDIE will create the new article group. Select **Delete** to delete an existing group.



Remember that deleted groups cannot be used for statistics anymore.

Colour chart

You can select individual colour charts for the articles or create new ones. By selecting a colour chart you will have the possibility to create sub articles. If you only require a main article you do not have to select a colour chart. The classic example is the standard colours. Select an existing colour chart from the list and adjust it if necessary with **Edit**.

Create this chart:

Abbreviation:

Name:

New entry:

Code	Information
01	Red
02	Green
03	Blue
04	Brown
05	Yellow
06	Violet

Edit (F7) Delete

OK Delete (F5) Cancel

Add a new colour in the row „New entry“ and confirm with **OK**. With **Edit** you can adjust the selected colour, it's short or long name. The **Delete** button on the left will delete single colours whereas the **Delete** (F5) button on the right will delete the whole colour chart.

Avoid useless colour charts as each article posting will open the selection list.

To create a new colour chart click **New**. Enter a short **Abbreviation** and then a suitable **Name**. Add the new colours you require one by one to the field **New entry**. Confirm with **Enter** or **Add**. The colours will be listed in the order from 01 -... Use **Edit** (F7) to adjust a selected colour, its abbreviation or long name. The **Delete** button on the left will delete single colours whereas the **Delete** (F5) button on the right will delete the whole colour chart.



Colour charts that have been used for sold articles or articles in stock as well as for articles which still have to be listed in a stocktaking or sales statistic must not be deleted.

Size chart

The size chart offers you another option for creating sub-articles. You do not have to select a size chart if you only require a main article. The combination colour/size chart will provide you with various colour and size possibilities for the pro shop articles. If you wish to use the size chart, you define it in the same way as the colour chart. Here an example for the size charts „Ladies shoes“:

Edit chart [X]

Create this chart:

Abbreviation:

Name:

New entry:

Code Information

01	36
02	36,5
03	37
04	37,5
05	38
06	38,5
07	39
08	39,5
09	40

Edit [F7] Delete

OK Delete [F5] Cancel

Prices/Quantity/Status

Article [X]

Article

Art.-No. 0000 Account:

Name Add. info

Group + New group X Delete

Colour chart + New Edit

Size chart + New Edit

Prices / Amounts

Status Unit

Calculation V.A.T.: % No discount

Navigation: [Left] [Print] [Right]

+ New

Save [F11]

X Delete [F5]

Copy -> New

Status

PC CADDIE provides the following selection options:

Normal	This is for the usual single article.
Individual text	For an article „Misc.“ with a fix price but without a specific name. The query of the „name“ will appear when selecting the article.
Individual price	For articles without a fix price, e.g., a general article such as „Magazines“. The price query will appear when selecting this article.
Small (no label)	No label will be printed. But a list of small articles including bar codes for the cash register can be printed (ideal for smaller articles such as pitchforks, golf balls etc.).
Print bagtag	A previous set up bagtag will be printed when selecting this article, for instance for green fee, range fee, trolley or similar.
Voucher sale	This status has to be selected for a voucher sale (see Voucher administration).

Voucher redemption	This status has to be selected for a voucher redemption (see Voucher administration).
Cashbook	This is a specific status for cashbook articles (see Cash book).
Discount/surcharge	An article with this status and a sales price of 10,00 will add an extra charge of 10% to the total of all entered articles (e.g., percentage surcharge for credit card payments)
Reduction total	An article with this status and a sales price of 10,00 will post a discount article in the amount of 10% of the total price, meaning the sum of ALL selected articles
Reduction last article	An article with this status and a sales price of 10,00 will post a discount article in the amount of 10% of the latest selected article in the cash register (e.g., Member invitational green fee)
Change VAT	This status is only required for adjusting standard VAT rates (e.g., when a bottle of water is sold as a round refreshment and has a reduced VAT rate).
Hidden	This status is only for special articles and is usually set up by our PC CADDIE support team.
Payment method	For all payment methods such as cash, credit card, EC card, cheque etc. These will be listed separately in the daily balance.
Inactive	For all articles that are not being sold anymore but might be used again another time (seasonal articles such as sunscreen). It is still possible to print a sales statistic of these articles. Inactive articles can be moved to the suitable archive area when archiving them so they will not be visible.
Serial number management	This status is used for articles with serial numbers.

Unit

PC CADDIE provides the following sales units:

- Piece
- Subscription
- Pack
- Meters
- Liter
- Kilogram
- Pair
- Set
- Dozen
- Hour
- Bottle
- Barrel

Calculation

Enter the required purchase and sales prices in the Proshop account area. The row for calculation can be left empty. The formula for the calculation is the outcome of the entered purchase price (net).

If you want to use the automatic calculation simply enter the numbers 1, 2 or 3 to the field **Calculation** and confirm with **Tab**.

The following formulas are behind this:

- 1 = $VK = EK * (1 + ?\%)$ -> Sales price = Purchase price * (1 + ?%)
- 2 = $VK = EK + ?$ -> Sales price = Purchase price + ?
- 3 = $VK = EK / ?\%$ -> Sales price = Purchase price / ?%

The question marks have to be replaced with a number. The sales price (gross) will then be calculated automatically.

V.A.T.

The standard VAT rate that has been set (Setup/Program options/Options) will be used. For individual adjustments it is possible to change the VAT rate for specific articles.

No discount

If required, this option can be activated, for instance, for articles with a low margin. These articles will not be considered when discounting a sale.

Colour/Size combination

The colour/size combination allows you to create sub-articles.

New or F2 opens the above selected charts:

Please choose the colour/size scheme that should apply:

Colour:	Size:
<input type="checkbox"/> Red	<input checked="" type="checkbox"/> 36
<input type="checkbox"/> Green	<input checked="" type="checkbox"/> 38
<input checked="" type="checkbox"/> Blue	<input checked="" type="checkbox"/> 40
<input checked="" type="checkbox"/> Brown	<input type="checkbox"/> 42
<input type="checkbox"/> Yellow	<input type="checkbox"/> 44
<input type="checkbox"/> Violet	<input type="checkbox"/> 46
	<input type="checkbox"/> 48

Edit (F7)

Don't display main name in article name

Alphabetically sort colour/size

This properties shall be available for any subarticle:

<input type="checkbox"/> Accounting	<input type="checkbox"/> Id
<input type="checkbox"/> Status	<input type="checkbox"/> Unit
<input type="checkbox"/> VAT rate	<input type="checkbox"/> Individualization

Button name of main article:

and after selecting the options you will get these sub articles. By using the check mark for „Acc.“, „Abbr.“, „Status“, „Unit“, „VAT“ you can individually set these properties for the sub articles in the main article.

Colour / Size combination	New	F2	Delete
Blue - 36	0.00	0.00	
Blue - 38	0.00	0.00	
Blue - 40	0.00	0.00	
Brown - 36	0.00	0.00	
Brown - 38	0.00	0.00	
Brown - 40	0.00	0.00	

Purchase	0.00
PP(eff.)	0.00
Sales	0.00
Marge: 0.00 %	
<input type="checkbox"/> Stock taking	
Min. stock
Act.stock	0
Ordered	0

With **Delete** you can remove a single sub-article. But this will only work if the article has not been used/posted yet (incoming goods or sale).

The purchase and sales price will be generated according to the entered calculation. The effective purchase price (PP eff.) includes postage and/or packing as well as granted discount on the list price.

Minimum stock level, actual stock, ordered

The following fields activate automatically when ticking the **Stock taking** box.

Minimum stock level

If you reach the number that is entered you will get a warning when selling this article. If you do not want to manage the minimum stock level, enter „—“.

Actual stock

The opening stock is set with the button **Incoming**. Further incoming goods can be added via the menu **Articles/Incoming goods**.

Ordered

This entry is only for informational purpose. It does not accord to the number of articles that have been printed in an order list.

Purchase

Purchase			
Supplier	acus	Acushnet, Timo Tester	
Order No.:	<input type="text"/>	Packing details	<input type="text"/> Disc. <input type="text"/>
Barcode:	<input type="text"/>	<input type="text"/>	

In this section you can enter the purchase details. Select the supplier, enter the order number, packing unit and maybe even granted discounts.

In the **Barcode** field you can scan in the suppliers' bar code. Then you do not have print out labels, for instance, for golf ball sleeves.

Further options

This window offers further input options using the buttons on the right hand side:

The screenshot shows the 'Article' window with the following details:

- Article:** Art.-No. trousers 0301, Account: 9999
- Name:** Ladies Trouser, Add. info: [empty]
- Group:** CL Clothing Ladies, + New group, X Delete
- Colour chart:** NORM Colours, + New, Edit
- Size chart:** SLA Sizes Ladies, + New, Edit
- Prices / Amounts:** Status: normal, Unit: 1, Packing: [empty]
- Calculation:** [empty], V.A.T.: 19,0 % No discount
- Colour / Size combination:** New (F2), Delete
- Table:**

Colour / Size combination	Price	Unit
Blue - 36	50,00	1,00
Blue - 38	50,00	1,00
Blue - 40	50,00	1,00
Brown - 36	50,00	1,00
Brown - 38	50,00	1,00
Brown - 40	50,00	1,00
- Purchase:** Purchase: 10,00, PP(eff.): 10,00, Sales: 50,00, Margin: 76,20 %
- Stock:** Stock taking, Min. stock: 0, Act. stock: 1, Ordered: 0
- Purchase:** Supplier: acus Acushnet, Timo Tester, Order No.: [empty], Packing details: [empty], Disc.: 0, Barcode: [empty]

New Create a new article.

Save Save the settings of the article.

Delete Delete an article.



An article that has been posted cannot be deleted.

Copy → New Make a copy of the article.

Assign autom. Define a standard automatic article assignment for a specific group of people. This is rarely used by a pro shop but more interesting for green fee bookings [Green fee article](#)

Delivery This button is used for the merchandise system and allows you to enter incoming goods.

Article delivery [X]

This article:
call00010000 - Callaway Pitchfork

This supplier:
call Callaway [Icons]

Amount: Purchase price:

Calculation of new purchase price: [Dropdown]

Additional info: Sales price:

Delivery note number:

Order number:

Alternative Barcode:

Payment conditions:

save for printing labels

Book on: date: time:

[Book] [Cancel]

The supplier will be entered according to the input in the article mask. After entering the amount of incoming goods and the purchase price you will have the following options:

- **New price** - the new purchase price will be defined as effective purchase price
- **Average** - the average of both purchase prices will be calculated and defined as effective purchase price
- **Calculated** - the calculation entered in the article mask will be used.

All further details concern the delivery note or conditions of delivery. If you do not wish to print a label, remove the check mark.

Components

With this feature you can manage the inventory of your articles which you have in single units but sell in different packing units, e.g., golf balls. You will have to create two articles. One stock article with stock taking where you can purchase all kind of amounts, 500, 1000 or even 2500 pieces. For the sale article you have to define the different kind of sale units, e.g., 1, 3, 6, 12 pieces. Now you set the amount that should be subtracted from the stock article for each sale unit separately.

Product composition

Logoballs - White - Sleeve of 3

1	stlogo	Stock logoballs	3.80
---	--------	-----------------	------

New (F9)
 Edit (F7)
 Delete (F5)
 Up
 Copy (F6)
 Insert (Shift+F6)
 Down

Single slip for every component
 Separate by VAT in invoices
 Book every component individually
 Separate sub-articles when booking
 Individual query when selling

In case this article has a different unit:
This article consists of:

(for example, for drinks you can enter the amount of bottles in the stock, and the quantity contained in a bottle, for example >> 0,75 liter << .)

OK
 Save
 Cancel

Use the button **New** to get to the mask where you can select and confirm the stock article.

Ingredient

1

Ingredients of the article:
Sub item as a supplement:

Article: 2 Stock logoballs

Quantity in main article:
3 Consider article unit

Part of total amount:
4
Absolut amount of the part

Fix price (no adjustment with reductions)

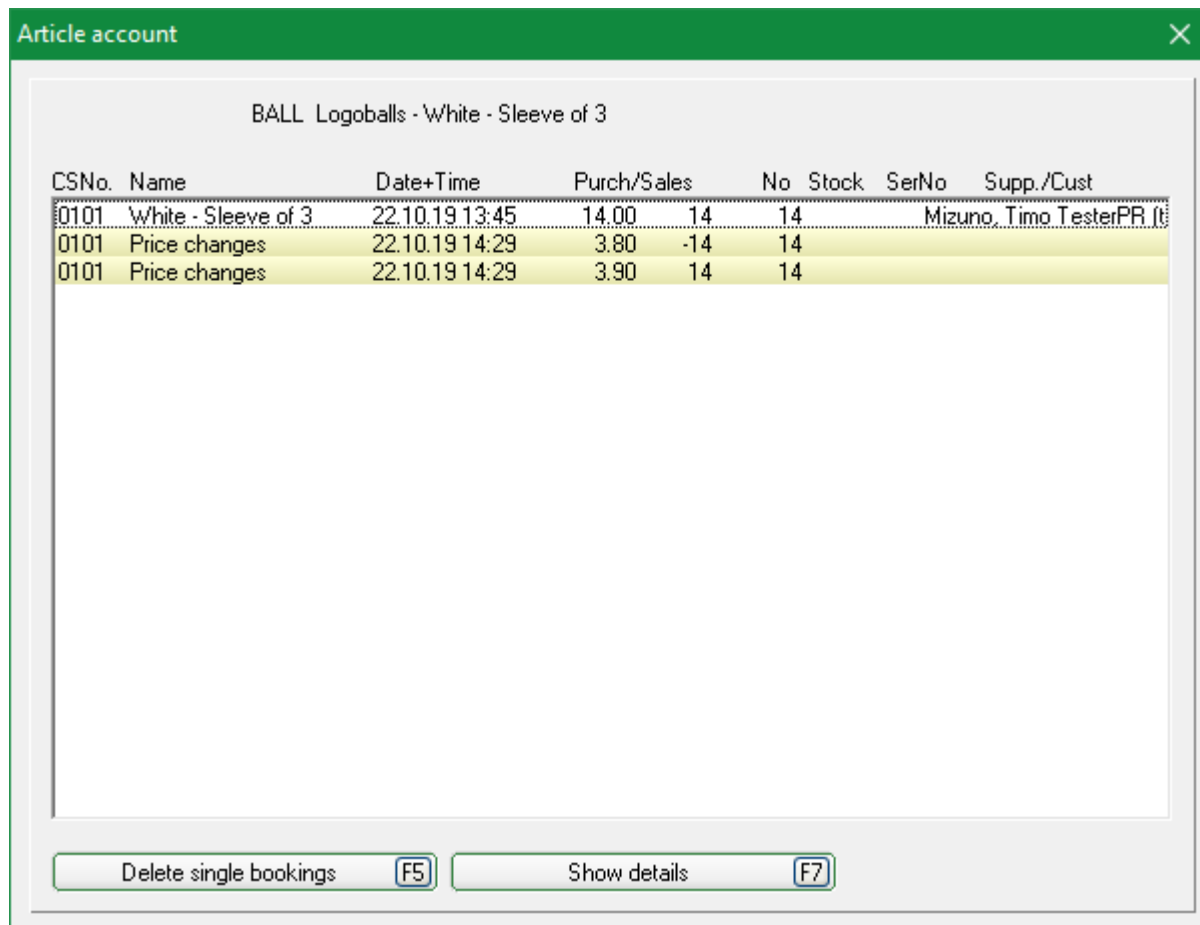
OK
 Cancel

1. Leave the selection of „Components of article“.
2. Select the stock article.
3. Define the amount that will be subtracted from the stock article when sold.
4. If you leave this field empty the sale price from the sold article will be used.

More information and setting options for the contents can be read here: [sub-items](#).

Account

Click on **Account** and then on **Show**. You can then view all postings that have been recorded for this article up to the current day.



The screenshot shows a window titled 'Article account' with a close button (X) in the top right corner. The window displays a table of transactions for the article 'BALL Logoballs - White - Sleeve of 3'. The table has the following columns: CSNo., Name, Date+Time, Purch/Sales, No Stock, SerNo, and Supp./Cust. The data is as follows:

CSNo.	Name	Date+Time	Purch/Sales	No Stock	SerNo	Supp./Cust
0101	White - Sleeve of 3	22.10.19 13:45	14.00 14	14		Mizuno, Timo TesterPR (t
0101	Price changes	22.10.19 14:29	3.80 -14	14		
0101	Price changes	22.10.19 14:29	3.90 14	14		

At the bottom of the window, there are two buttons: 'Delete single bookings' with a keyboard shortcut of F5, and 'Show details' with a keyboard shortcut of F7.

Print You get various print options.

End Close the article mask.

Configure quick selection

Read more about the [Cash register - quick selection](#)

Working with the PC CADDIE cash register

Read more here: [Instructions for use of cash register](#).

Voucher administration

This feature helps you organize the sale and redemption of vouchers and keep an overview of the turnover, see [Voucher administration](#).

Subscription administration 2.0 (Abos 2.0)

- The advantage of the subscription 2.0 is that a subscription is no longer managed in a person's account, but has its own database.
- It is very easy for the customer to print an evaluation of all his purchased and redeemed subscriptions.
- In addition, there is the possibility to limit the sold item to a specific date or period; for example, if the subscription is valid for 365 days, the credit not redeemed will expire.
- Also, the subscription 2.0 article is transferable - be it for the family of the customer or for a guest. All this is also in the overview, which you can print with name, date and time for the customer.
- If you want to limit a redemption, for example: redeemable 2x per week or month, this is now possible.
- Subscription administration 2.0 simplifies the documentation work and renders many excel lists unnecessary

Entering articles

Article

Article
 Art.-No. abo00001 0100 **1** Account:
 Name Abo GF **2** Add. info
 Group GF Greenfee **3** + New group X Delete
 Colour chart ABO Abo **4** + New Edit
 Size chart + New Edit

Prices / Amounts
 Status Print bag tag Unit **5** 10 Abos 2.0
 Calculation V.A.T.: 0.0 % No discount
 Colour / Size combination New F2 Delete

Sale	700.00	0.00	Purchase	0.00
Redemption 18 holes	0.00	0.00	PP(eff.)	0.00
Redemption 9 holes	0.00	0.00	Sales	700.00

Marge: 100.00 %
 Stock taking
 Min. stock
 Act.stock 0
 Ordered 0

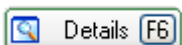
Purchase
 Supplier call Callaway
 Order No.: Packing details Disc. 0
 Barcode: Individualization

Navigation: < Print >
 + New
 Change F11
 X Delete F5
 Copy -> New
 Details F6
 Ingredients
 Assign autom.
 Account
 + Delivery
 Print F8
 X Quit

1. Article number
2. Name
3. Group
4. Colour/Size combination
5. Select unit and Abos 2.0 (new subscription management)

Important: unit at sale: for example, 10-card so 10th unit when redeemed: -1 or -0.5.

Further settings are available under Details



The main setting are used for both sale and for redemption.

Subscription sale

1. Subscription value:

(disabled)
Debit
Usage

Whether sale or redemption, is taken from the main article mask

2. Validity:

innerhalb dieses Artikels
innerhalb dieser Warengruppe
für alle Artikel

- for all articles (for example with different product groups)

3. Evaluation group - the common evaluation group must be entered here for different product groups. (Only displayed here with special function, otherwise under the tab „General“)

4. Account areas: can be redeemed in different account areas. (Only with special function - please contact support and only if evaluation group matches)

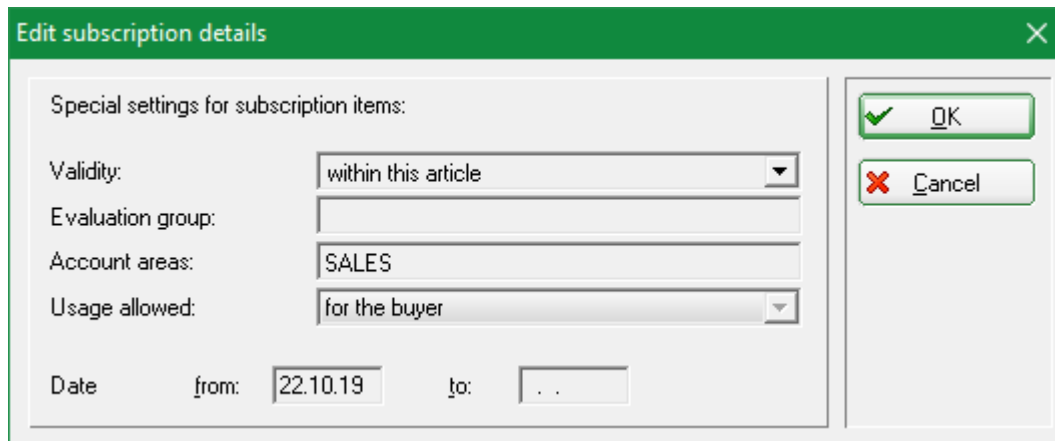
5. Use allowed:

for the buyer
 for the buyer's family
 for everybody

- for the family of the buyer (families together)
- for everybody (for example, a member brings a guest and wants to take the GF from the subscription)

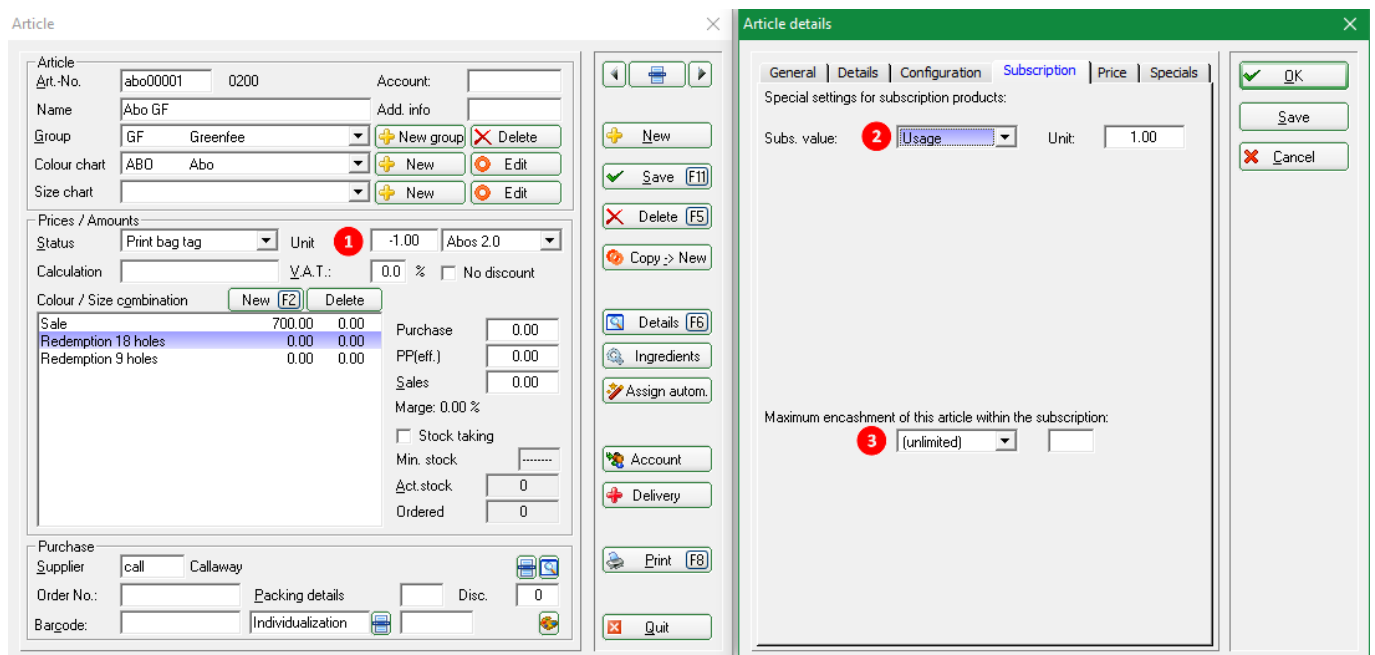
6. Valid until: validity of the subscription

7. Questions regarding the details at the sale.



When selling, the details created in the article are displayed. These cannot be changed.

Subscription redemption



1. Negative units (such as -1 or -0.5) automatically cause the subscription details to be saved as a redemption.

2. Subscription value is taken from the main mask. Unit is converted to a positive number

3. Maximum number of redemptions of this item within the subscription:

(unlimited)
total
per day
per week
per month
per year

Redemption in the cashier

Open the person in the cash register and then enter the desired subscription item. It opens the overview of all member's subscriptions.

1	2	3	4	5	
Abocode	Person	Abo article name	Date until	Available	Redeem
43	Member, Paul	Abo GF - Sale	07.08.19	7.50	-0.50
13	Member, Paul	Abo GF - Sale	07.08.19	7.50	-0.50

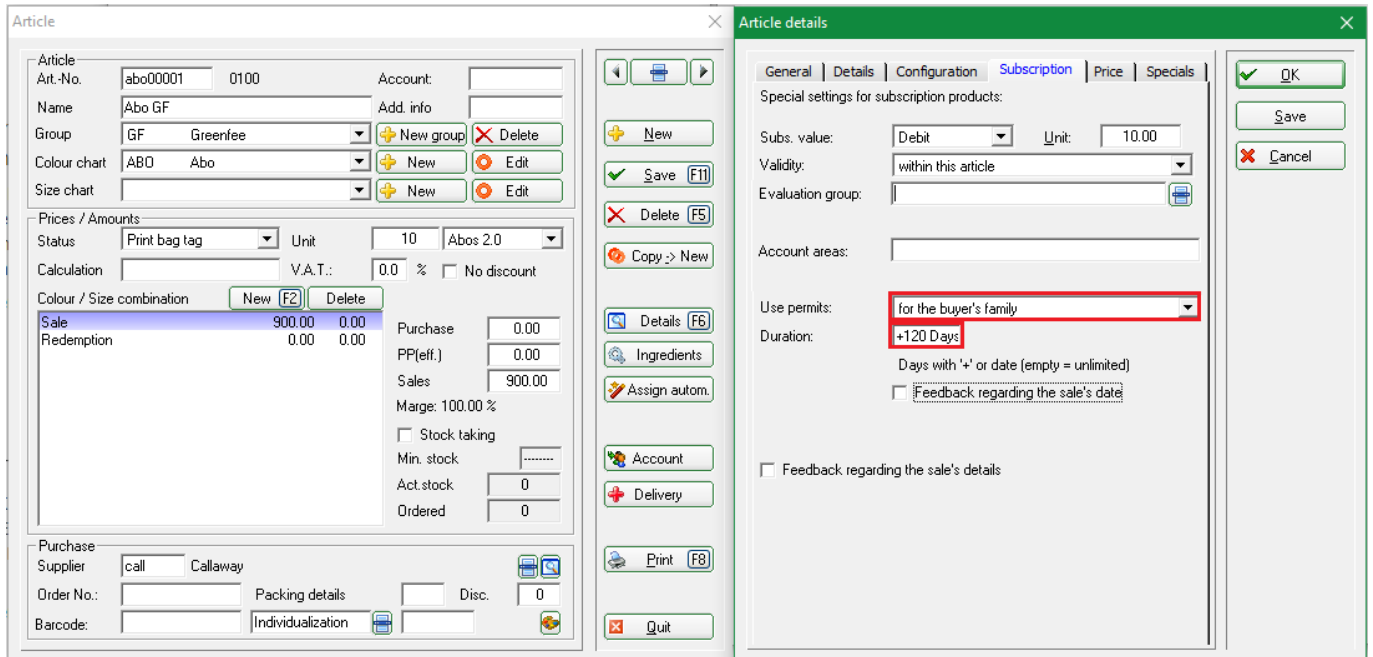
Static

OK
Find
Cancel

1. Abocode: subscription number
2. Person: who bought the subscription
3. Abo article name: the name of the article
4. Date until: validity
5. Available: remaining balance

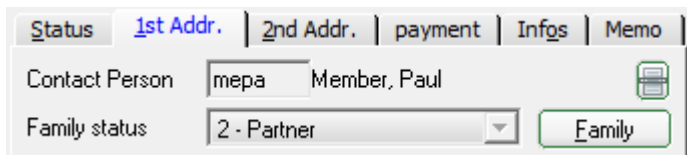
Subscription example

Subscription for the entire family



Select For family under Details. In this example, the validity is set for 120 days from the date of sale.

It is important that the families are correctly grouped together.



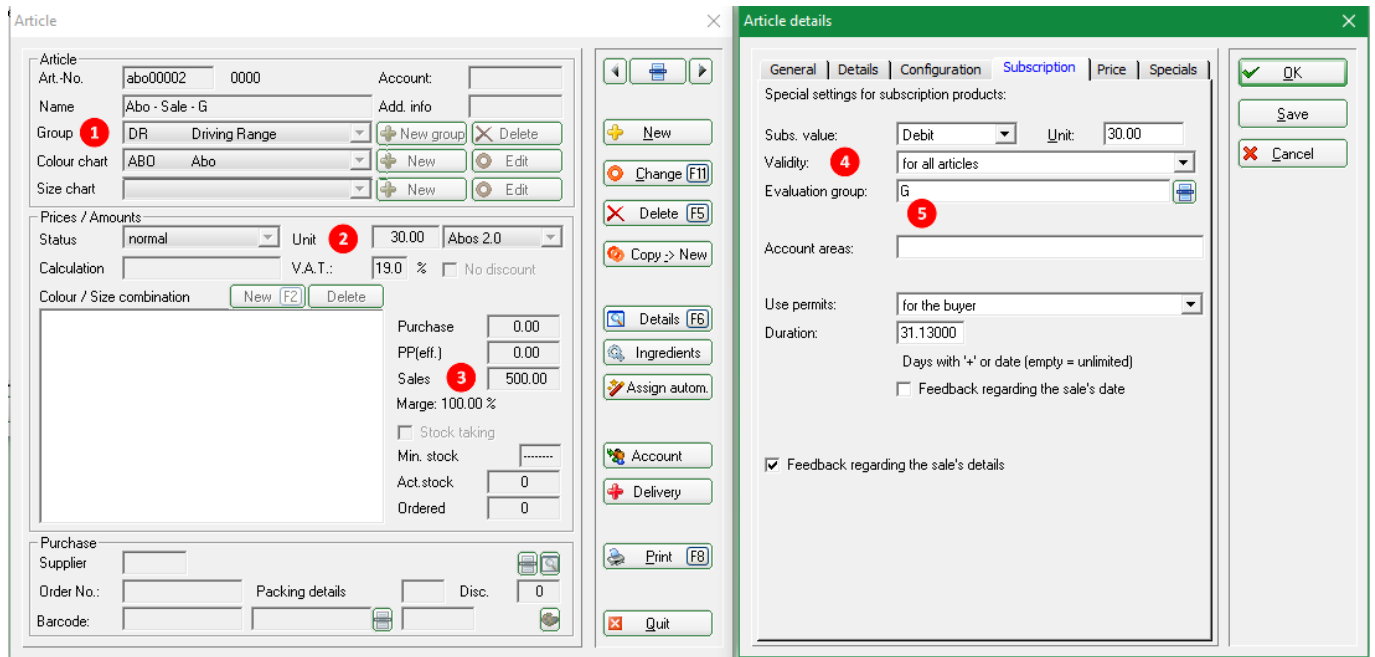
Subscription in different article groups

Example: Sales: Group Driving Range

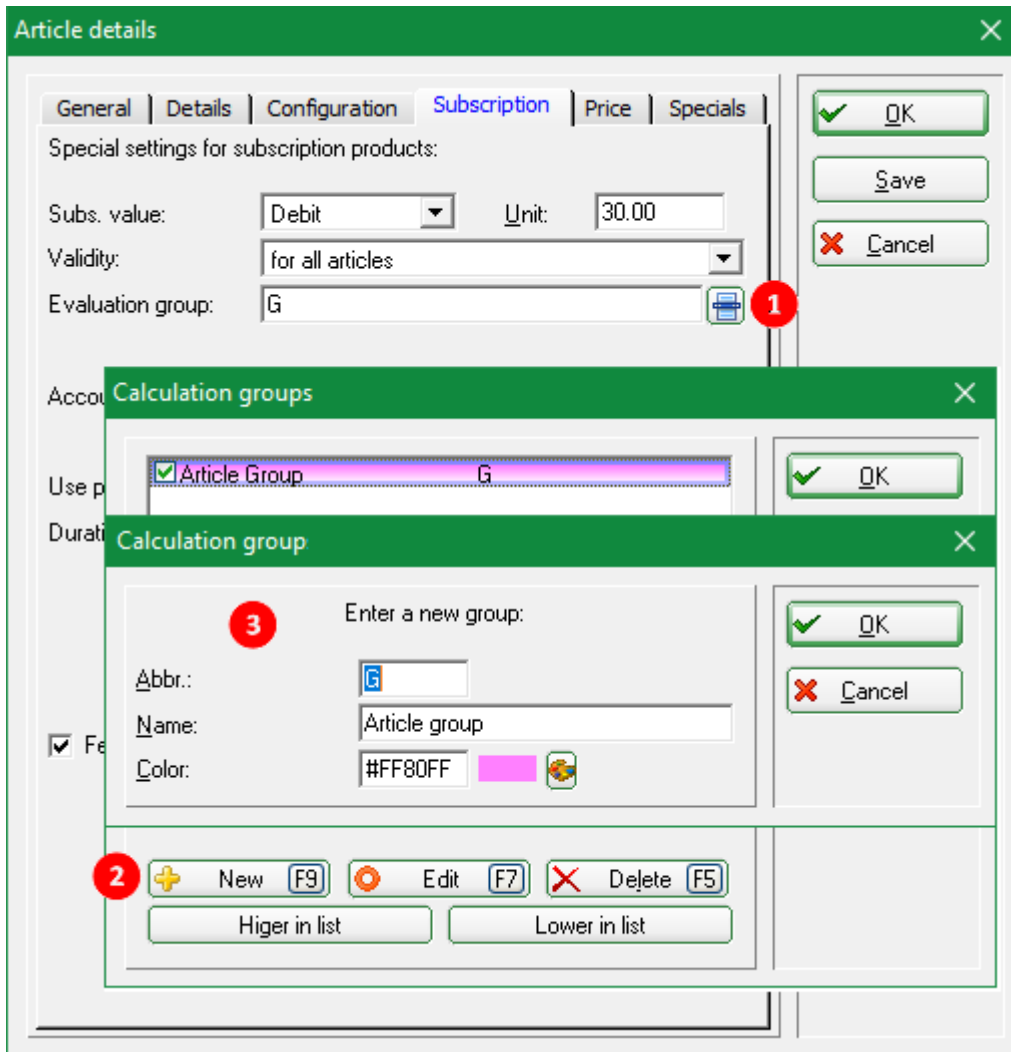
Redemption: Group Driving Range: 20 x Rangefee redemption Group Carts: 10 x E-Cart redemption

You have to create 3 articles. 1x sale with Group Driving Range, 1 x redemption with Group Driving Range and 1 x redemption with Group Carts

Sale items:

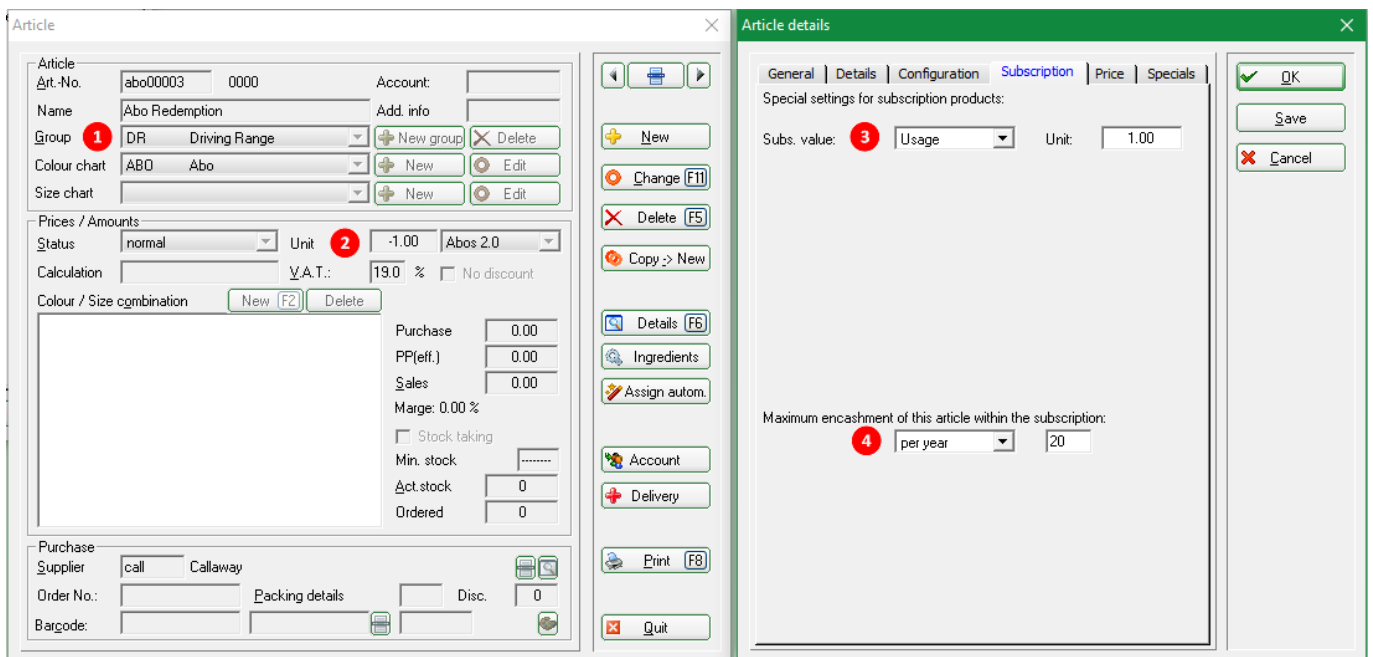


1. Group for sales articles
2. Select unit & Abos 2.0
3. Price
4. Validity „for all articles“
5. Evaluation group: Group



(1. Open list, 2. Button: NEW, 3. Name evaluation group)

Redemption article No. 1



1. Article group for redemption products

2. Unit

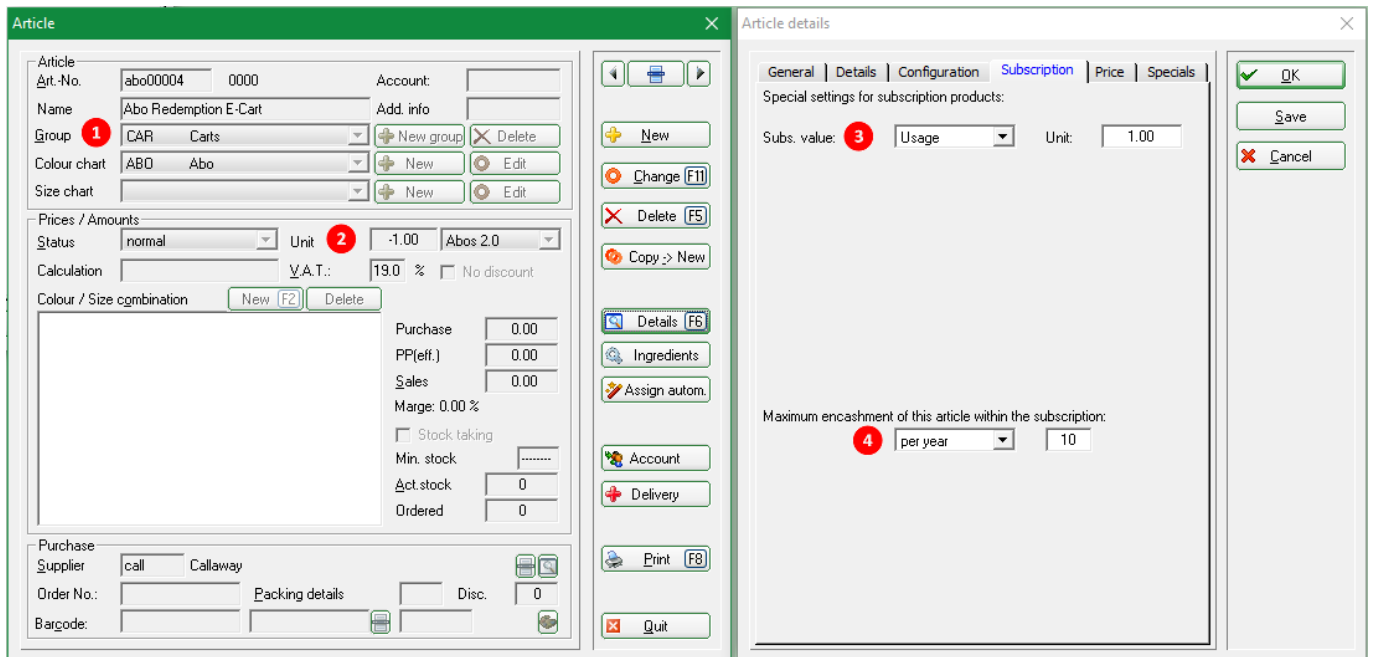
3. Subscription value - is automatically taken from the main article

4. Limitation: max. 20 times per year

IMPORTANT: the evaluation group must also be filed in the redemption article in the „General“ tab

The image shows a software dialog box titled "Article details" with a green header bar. The "General" tab is selected and highlighted with a red box. The dialog contains several input fields: "Description:", "Internal info:", and "Warning:" are each followed by a large text area with scroll arrows. Below these is the "Group:" field, which contains the letter "G" and is highlighted with a red box. To the right of the "Group:" field is a small icon of a printer. Below the "Group:" field are the "Short name:" field, a checkbox labeled "Use this name for booking" (which is unchecked), and two more text input fields labeled "Button text:" and "Color text:". On the right side of the dialog, there are three buttons: "OK" (with a green checkmark icon), "Save", and "Cancel" (with a red X icon).

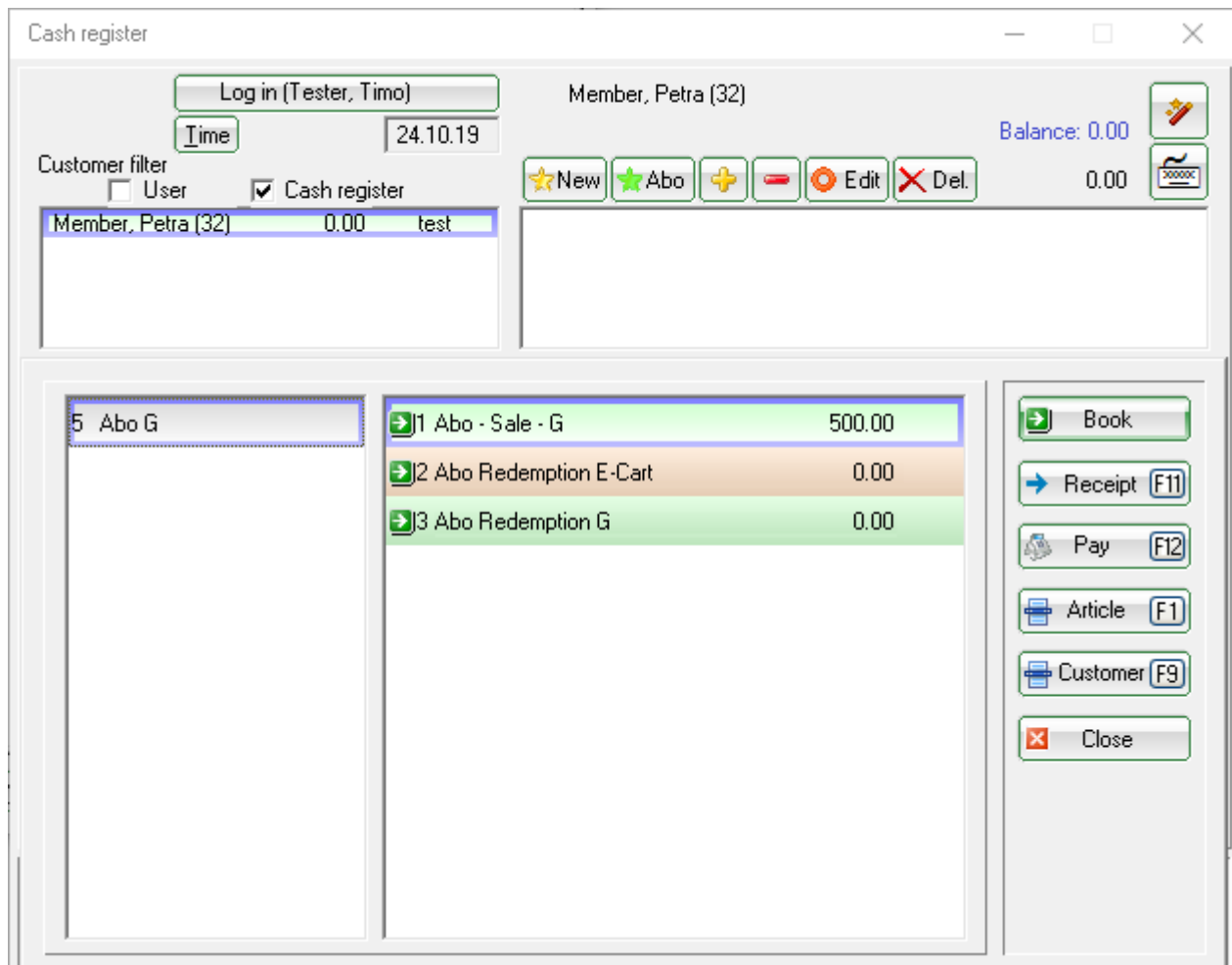
Redemption article No. 2



1. Article group for redemption products
2. Unit
3. Subscription value - is automatically taken from the main article
4. Limitation: max. 10 times per year

Important: enter the evaluation group under „General“ as with the first redemption article!

Practical tip: Create quick selection



Subscription with different redemptions

For example, Points system. Sale: 100 points à Euro 200.00. The guest can play both on weekends and during the week. Different points will be deducted, 15 points at the weekend, 10 during the week. The player can redeem balls worth 3 points for DR.

If there are only a few redemption variants (3 in this example), create the article as follows:

Sale articles

Article

Article
 Art.-No. points02 0100 Account:
 Name Points multiple redemptions Add. info
 Group POINTS Points + New group X Delete
 Colour chart ABO Abo + New Edit
 Size chart + New Edit

Prices / Amounts
 Status normal Unit 100 Abos 2.0
 Calculation V.A.T.: 19.0 % No discount
 Colour / Size combination New (F2) Delete

Sale	300.00	-1.00	Purchase	0.00
10 Points	0.00	-1.00	PP(eff.)	0.00
17 Points	0.00	-1.00	Sales	300.00
1 Point	0.00	-5.00	Marge: 100.00 %	

Stock taking
 Min. stock
 Act.stock -1
 Ordered 0

Purchase
 Supplier call Callaway
 Order No.: Packing details Disc. 0
 Barcode:

Navigation: New, Change (F11), Delete (F5), Copy -> New, Details (F6), Ingredients, Assign autom., Account, Delivery, Print (F8), Quit

Redemption article - first variant:

Prices / Amounts
 Status normal Unit -10.00 Abos 2.0
 Calculation V.A.T.: 19.0 % No discount
 Colour / Size combination New (F2) Delete

Sale	300.00	-1.00	Purchase	0.00
10 Points	0.00	-1.00	PP(eff.)	0.00
17 Points	0.00	-1.00	Sales	0.00
1 Point	0.00	-5.00		

Redemption 10 = -10 in the Unit field

Redemption 17 = -17 in the Unit field

Redemption 1 = -1 in the Unit field

Redemption article - second variant:


Prices / Amounts

Status: normal Unit: -1.00 Abos 2.0

Calculation: V.A.T.: 19.0 % No discount

Colour / Size combination:

Sale	250.00	-1.00	Purchase	0.00
Redemption	0.00	-55.00		

Only one redemption item with Unit -1 is created. The value can be adjusted in the cash register by pressing the  button. This is independent from the pointing system.

Cash register

Log in (Tester, Timo) Member, Petra (32) Balance: 60.00

Time: 24.10.19

Customer filter: User Cash register

0.00

Member, Petra (32)	0.00	test	1 Points system W. - Redemption	0.00	0.00
--------------------	------	------	---------------------------------	------	------

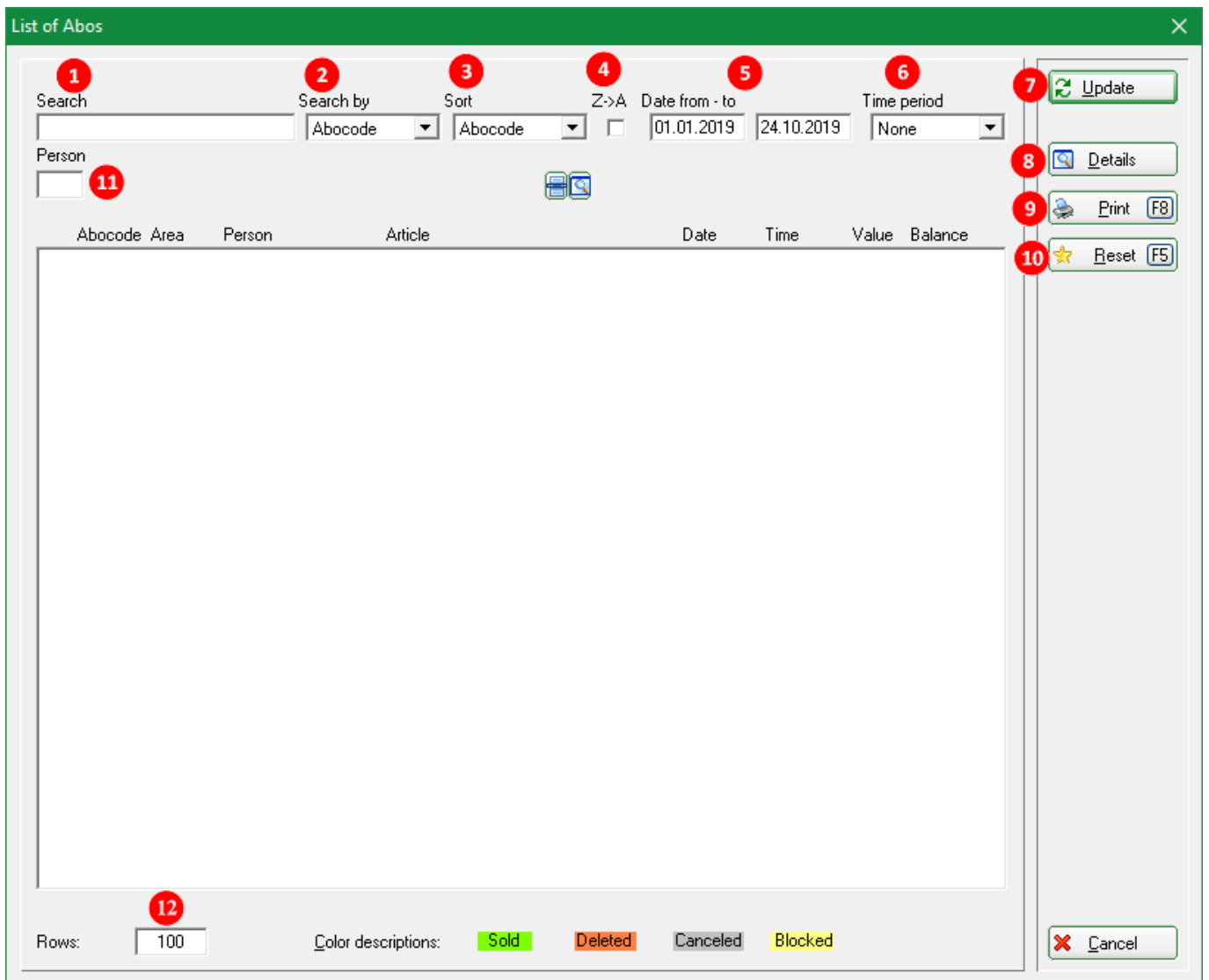
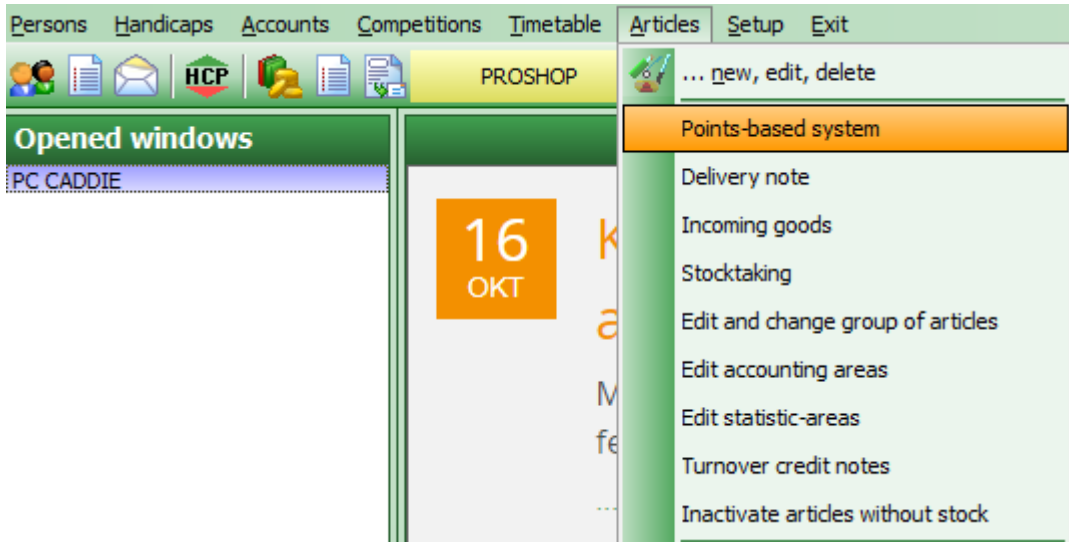
Special Book Entry

Enter your special book entry:

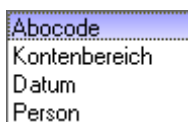
Booking	Information	Manual notice
Type:	points020200 Points multiple rede	
Text:	Points system W. - Redemption	
Add. text:		
Discount:	0.00 %	Quantity: 1.0 1
Individual:	0.00	Total: 0.00
Original:	0.00	
Ser.No.:	20;4	
Book to:	Tester, Timo	
Customer:	mepe Member, Petra	
Date:	24.10.2019	Zeit: 14:09

Subscription management overview

The overview can be found under the menu item:



1. Search: search for article date, abocode etc.



2. & 3. Sort:

3. Z→A: invert order of display

5. Date: validity from-to

None
This Week
Last Week
Last Month
Last Year

6. Time period: sorting:

7. Update: update selection (also with Enter)

8. Details about a particular person / subscription

Area	Article	Pos.	Typ	Date	Time	Value	Balance
SALES	Member, Paul	0	S	20.10.19	11:55:49	10.00	10.00

Special settings for Abo article:

Abocode:

Validation:

Article group:

Area:

Usage rights:

Date from: Date to:

9. Print

10. Reset: reset all settings back to the original

11. Person: search for a person

12. Sum of how many lines are displayed (can be changed.) Attention, the higher the number is, the longer it takes.

Print the subscriptions

Print Abo list

Choose type of report

- Complete Abo list
- List of major Abos
- Persons with Abos
- Available Abos
- Expire Abos
- Aboliste 2.0
- Selected Abo list

Order by

- Aboscode
- Area
- Abosnum
- Person

Filter by:

Aboscode:

Article:

Person:

Area:

Date from: to:

Abo option

- All Abos
- Only valid Abos

Show Statistics of Abo usage

Print F8

Cancel

Here you can print different evaluations/views of the subscriptions.

Example 1: Complete subscription list, 01.01.2017-31.12.17, All subscriptions

Complete Abo list

Abo code	Article	Person	Area	Date	Time	Type	Position	Amount	Balance
1		Member', Paul	UMS'ATZ	20.02.17	11:55:49	S	0	10.00	10.00
1		Member', Paul	UMS'ATZ	20.02.17	11:56:51	U	1	-1.00	9.00
1		Member', Paul	UMS'ATZ	20.02.17	11:57:00	U	2	-0.50	8.50
1		Member', Paul	UMS'ATZ	20.02.17	12:10:00	U	3	-1.00	7.50
2		Ar'ens', A'nja	UMS'ATZ	20.02.17	12:11:19	S	0	10.00	10.00
2		Ar'ens', A'nja	UMS'ATZ	20.02.17	12:11:27	U	1	-3.00	7.00
2		Ar'ens', A'nja	UMS'ATZ	21.02.17	09:53:35	U	2	-1.00	7.00
3		Ringelstein, Ev	UMS'ATZ	20.02.17	12:11:53	S	0	10.00	10.00
3		Ringelstein, Ev	UMS'ATZ	20.02.17	12:12:40	U	1	-1.00	9.00
4		Ringelstein, Ev	UMS'ATZ	23.02.17	13:58:16	S	0	10.00	0.00
5		Ringelstein, Ev	UMS'ATZ	23.02.17	13:59:27	S	0	10.00	10.00
6		Ringelstein, Ev	UMS'ATZ	23.02.17	14:02:01	S	0	10.00	10.00
7		Ringelstein, Ev	UMS'ATZ	23.02.17	14:03:27	S	0	10.00	10.00
7		Ringelstein, Ev	UMS'ATZ	23.02.17	14:03:44	U	1	-1.00	9.00
8		Ringelstein, Ev	UMS'ATZ	23.02.17	14:07:12	S	0	3.00	3.00
8		Ringelstein, Ev	UMS'ATZ	23.02.17	14:07:52	U	1	-1.00	2.00
9		Ringelstein, Ev	UMS'ATZ	24.02.17	08:44:07	S	0	3.00	3.00
9		Ringelstein, Ev	UMS'ATZ	24.02.17	08:47:17	U	1	-1.00	2.00
10		Ringelstein, Ev	UMS'ATZ	24.02.17	08:44:17	S	0	10.00	10.00
11	GF_Abo GF - Verkauf	Member', Paul	UMS'ATZ	06.03.17	11:57:57	S	0	10.00	0.00
12	GF_Abo GF - Verkauf	Member', Paul	UMS'ATZ	06.03.17	11:58:48	S	0	10.00	0.00
13	GF_Abo GF - Verkauf	Member', Paul	UMS'ATZ	06.03.17	12:55:13	S	0	10.00	10.00
13	GF_Abo GF - Einlösun'g 1'8 L'och	Member', Paul	UMS'ATZ	06.03.17	13:02:47	U	1	-1.00	9.00
13	GF_Abo GF - Einlösun'g 1'8 L'och	Member', Paul	UMS'ATZ	06.03.17	13:04:43	U	2	-1.00	8.00
14	DR_Abo - Verkauf - WG	Member, Petra	UMS'ATZ	06.03.17	13:56:04	S	0	30.00	30.00
14	CAR_Abo Einlösung 'WG 'E-C'art	Member, Petra	UMS'ATZ	06.03.17	13:56:26	U	1	-1.00	29.00
14	DR_Abo Einlös'ung' WG	Member, Petra	UMS'ATZ	06.03.17	13:56:32	U	2	-1.00	28.00

Total

102.50

Example 2: Persons with subscriptions, 01.01.2017-31.12.2017, All subscriptions

Persons with Abo

Member. Paul

Abo code	Article	Area	Date	Time	Type	Position	Amount	Balance
1		UMS'ATZ	20.02.17	11:55:49	S	0	10.00	10.00
1		UMS'ATZ	20.02.17	11:56:51	U	1	-1.00	9.00
1		UMS'ATZ	20.02.17	11:57:00	U	2	-0.50	8.50
1		UMS'ATZ	20.02.17	12:10:00	U	3	-1.00	7.50
11	GF_Abo GF '- Verkauf	UMS'ATZ	06.03.17	11:57:57	S	0	10.00	0.00
12	GF_Abo GF '- Verkauf	UMS'ATZ	06.03.17	11:58:48	S	0	10.00	0.00
13	GF_Abo GF '- Verkauf	UMS'ATZ	06.03.17	12:55:13	S	0	10.00	10.00
13	GF_Abo GF - Einlösun'g 1'8 L'och	UMS'ATZ	06.03.17	13:02:47	U	1	-1.00	9.00
13	GF_Abo GF - Einlösun'g 1'8 L'och	UMS'ATZ	06.03.17	13:04:43	U	2	-1.00	8.00
Total							15.50	

Arens, Anja

Abo code	Article	Area	Date	Time	Type	Position	Amount	Balance
2		UMS'ATZ	20.02.17	12:11:19	S	0	10.00	10.00
2		UMS'ATZ	20.02.17	12:11:27	U	1	-3.00	7.00
2		UMS'ATZ	21.02.17	09:53:35	U	2	-1.00	7.00
Total							7.00	

Ringelstein, Eva

Abo code	Article	Area	Date	Time	Type	Position	Amount	Balance
3		UMS'ATZ	20.02.17	12:11:53	S	0	10.00	10.00
3		UMS'ATZ	20.02.17	12:12:40	U	1	-1.00	9.00
9		UMS'ATZ	24.02.17	08:44:07	S	0	3.00	3.00
9		UMS'ATZ	24.02.17	08:47:17	U	1	-1.00	2.00

Example 3: Subscription list 2.0 = Subscription list

All persons with a selected article with initial stock / redemption & balance as of TODAY

Print Abo list [X]

Choose type of report



- Complete Abo list
- List of major Abos
- Persons with Abos
- Available Abos
- Expire Abos
- Aboliste 2.0**
- Selected Abo list



Order by

- Abocode
- Area
- Abosnum
- Person**

Filter by:

Abocode:

Article: Abo - Sale - G  

Person:  

Area:

Date from: to:

Abo option

- All Abos**
- Only valid Abos

Show Statistics of Abo usage

Print [F8]

Cancel

Abo list

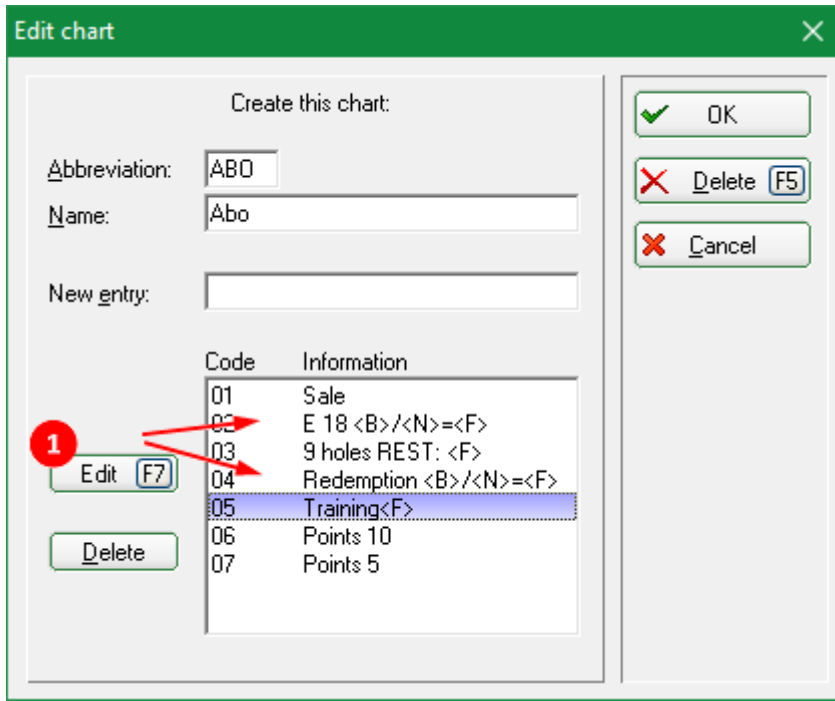
Abo G - Sales

No.	Customer	Bought	Redeemed	Rest
1	Aeberhard, Reto	10.0	11.5	-1.5
2	Alberola, Virginia	20.0	12.0	8.0
3	Albert, Heide	20.0	4.0	16.0
4	Amel - Schlumpf, Carla	30.0	10.5	19.5
5	Arnold, Erika	10.0	3.5	6.5
6	Benz, Alex	10.0	1.0	9.0
7	Brand, Dario	10.0	1.0	9.0
8	Fopp, Bettina	10.0	1.0	9.0
9	Hember, Paul	60.0	6.5	53.5
10	Szilbey, Tamas	10.0	1.5	8.5
Total		190.0	52.5	137.5

Print subscription balance on receipt

If you want to print for your customers the remainder of the subscription with every receipt, this must be done as follows:

Complete the name under Color / Size combinations (1), in the article mask.



This is how the article looks like:

Article

Article
 Art.-No. abogf000 0100 Account:
 Name Abo GF Add. info
 Group GF Greenfee + New group X Delete
 Colour chart ABO Abo + New Edit
 Size chart + New Edit

Prices / Amounts
 Status normal Unit 10.00 Abos 2.0
 Calculation V.A.T.: 19.0 % No discount
 Colour / Size combination New F2 Delete

Sale	700.00	-15.00	Purchase	0.00
E 18 /<N>=<F>	0.00	-40.00	PP(eff.)	0.00
9 holes REST: <F>	0.00	-14.00	Sales	700.00
Training<F>	0.00	-1.00	Marge: 100.00 %	

Stock taking
 Min. stock
 Act.stock -15
 Ordered 0

Purchase
 Supplier call Callaway
 Order No.: Packing details Disc. 0
 Barcode: Individualization

Navigation: New, Change F11, Delete F5, Copy -> New, Details F6, Ingredients, Assign autom., Account, Delivery, Print F8, Quit

B	Available stock or current balance. This is always adjusted
N	Unit which is deducted when redeeming
F	Remaining stock
E	Validity end date

The view in the cash register:

Cash register

UMSATZ Log in (Tester, Timo) Member, Paul (13)
 BISTRO Time 24.10.19 itee:5 Balance: 70.00
 Customer filter User Cash register

Member, Paul (13)	700.00	test
-------------------	--------	------

1 Abo GF - Sale	700.00	700.00	test
1 Abo GF - E 18 10/1=9	0.00	0.00	test
1 Abo GF - 9holes REST: 8.5	0.00	0.00	test
1 Abo GF - Training 7.5	0.00	0.00	test

Navigation: New, Abo, +, -, Edit, Del.

The receipt may look like this:

Golf club Sonnenschein

Mr.
Paul Member
MyStreet 11

54333 MyCity

Receipt

Number: 201700090 09.08.17 – 08:30:40

Service: Tester, Timo

No	Article	Unit	Total
1	Abo GF – Sale	700.00	700.00
1	Abo GF – E 18 10/1=9	0.00	0.00
1	Abo GF – 9-Holes REST: 8.5	0.00	0.00
1	Abo GF – Training 7.5	0.00	0.00
	19.9%VAT: 111.76		700.00 =====
	Cash		700.00
	Open:		Rest: