




# USER GUIDE

## BASIC



## Login

Username :

Password :

[Forget Password?](#)

[www.mybizcart.com.my](http://www.mybizcart.com.my)

1

Cashier login



Name :

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



Note: For opening of the business

2

Click "Open Counter"

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTINGGOODS  
RETURN

HISTORY

OPEN  
COUNTER



Name :

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



Opening Counter Cash  
Amount :

500

ENTER

3

Enter startup amount  
and click "Enter"

3

4

5

6

7

8

9

0

.

CE

NEW  
SALES

CLOSE X

OPEN  
COUNTER

# Price Check

Login By : cashier1  Log Out



Name :

1

Click on this icon

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER


SALES  
LISTING

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER



Login By : cashier1  Log Out



Name :

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



### Price Check

718037855233|

SEARCH

2

Enter/Scan barcode

NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD


MEMBER

SALES  
LISTING

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER

Login By : cashier1  Log Out

Name :

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



Product price information

**Price Check****SEARCH**

No	Product Info
1	<b>Product Name :</b> WD Blue SSD <b>Product Code :</b> WDBLue <b>Customer Price :</b> RM 300.00

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTINGGOODS  
RETURN

HISTORY

CLOSE  
COUNTER



Name :

RM **12.00**

Code	Description	Qty	Price	Total				
100005	Faiza Wheat Flour 1kg	1	3.65	3.65	DELETE	PRICE	QUANTITY	DIS
100004	Cap Lili Wheat Flour 1kg	1	1.35	1.35	DELETE	PRICE	QUANTITY	DIS
100003	Marina Sardines in Tomato Sauce 155g	1	3.49	3.49	DELETE	PRICE	QUANTITY	DIS
100002	Adabi Sardines In Tomato Sauce 155g	1	3.50	3.50	DELETE	PRICE	QUANTITY	DIS

1

- Enter product code; or
- Enter/Scan product barcode



Note: You may test with our sample product code starting from "1" until "7"

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTINGGOODS  
RETURN

HISTORY

CLOSE  
COUNTER



Login By : cashier1 Log Out



Name :

RM **12.00**

Code	Description	Qty	Price	Total				
100005	Faiza Wheat Flour 1kg	1	3.65	3.65	DELETE	PRICE	QUANTITY	DIS
100004	Cap Lili Wheat Flour 1kg	1	1.35	1.35	DELETE	PRICE	QUANTITY	DIS
100003	Marina Sardines in Tomato Sauce 155g	1	3.49	3.49	DELETE	PRICE	QUANTITY	DIS
100002	Adabi Sardines In Tomato Sauce 155g	1	3.50	3.50	DELETE	PRICE	QUANTITY	DIS

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

HOLD

2

MEMBER

Click "Payment"

SALES

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER



Login By : cashier1 Log Out



RM **12.00**

## Payment

CASH

CARD

VOUCHER

Promoter : Owner - OWN01 ▾

Amount Tendered : 20.00

ENTER

Total : 12.00

Cash Tendered : 20.00

Change : 8.00

3 Enter amount tendered

4 Click "Enter"

1	2	3
4	5	6
7	8	9
0	.	CE

NEW  
SALES

ORDER  
DETAILS

HOLD


SALES  
LISTING

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER

Name : RM **31.80**

Code	Description	Qty	Price	Total				
3	L'OREAL Color Riche Moist Mat Lipstick	1	31.80	31.80	DELETE	PRICE	QUANTITY	DIS
<div><input data-bbox="63 407 372 440" type="text"/> </div>								

1

Click "Dis"

Rounding Adj 0.00

Total 31.80

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTINGGOODS  
RETURN

HISTORY

OPEN  
COUNTER



Name :

RM **31.80**

Code	Description	Qty	Price
------	-------------	-----	-------

2

Enter the discount rate & click "Enter"

3

### Discount

Item Name L'OREAL Color Riche  
Moist Mat Lipstick

Discount  %

ENTER

5%	10%	15%	20%
25%	30%	35%	40%
45%	50%	55%	60%

1	2	3
4	5	6
7	8	9
0	.	CE

Or choose from these preset  
discount rates

Either can click here  
( particular discount rates )

NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTING

GOODS  
RETURN

HISTORY

COUNTER



Login By : posbasic Log Out



Name :

RM **30.55**

Code	Description	Qty	Price	Total				
3	L'OREAL Color Riche Moist Mat Lipstick	1	31.80	31.80	DELETE	PRICE	QUANTITY	DIS
				Discount (4.00%)	- 1.27			



Discount rate (%) and amount (RM)

Price after discount

Rounding Adj	0.02			
Total	30.55			

NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTING

GOODS  
RETURN

HISTORY

OPEN  
COUNTER



Login By : posbasic Log Out



Name :

RM **30.55**

Code	Description	Qty	Price	Total				
3	L'OREAL Color Riche Moist Mat Lipstick	1	31.80	31.80	DELETE	PRICE	QUANTITY	DIS
		Discount (4.00%)	- 1.27					



	Rounding Adj	0.02				
		3	Click on "Payment"			

NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTING

GOODS  
RETURN

HISTORY

OPEN  
COUNTER



RM **30.55**

## Payment

CASH

CARD

VOUCHER

Promoter : Owner - OWN01 ▼

Amount Tendered :

ENTER

4

Enter amount to tendered

5

Click "Enter"

1	2	3
4	5	6
7	8	9
0	.	CE

NEW  
SALES

ORDER  
DETAILS

HOLD

SALES  
LISTING

GOODS  
RETURN

HISTORY

OPEN  
COUNTER



Name :

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

1

Click "Non-Stock Product"

SALES

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER



RM **0.30**

### Add Non Stock Product

Charge For :

Service charge

Price :

2.00

ADD

(or)

[Click here to choose from the list](#)

1

Enter product name & price

2

Click "Add" to add product to sales list

Existing non-stock product list

### Non Stock Product

No	Product Name	Price	
1	Service Charge	2.00	<a href="#">Add to Sale</a>

NEW  
SALES

ORDER  
DETAILS

RM **12.00**

Code	Description	Qty	Price	Total				
100005	Faiza Wheat Flour 1kg	1	3.65	3.65	DELETE	PRICE	QUANTITY	DIS
100004	Cap Lili Wheat Flour 1kg	1	1.35	1.35	DELETE	PRICE	QUANTITY	DIS
100003	Marina Sardines in Tomato Sauce 155g	1	3.49	3.49	DELETE	PRICE	QUANTITY	DIS
100002	Adabi Sardines In Tomato Sauce 155g	1	3.50	3.50	DELETE	PRICE	QUANTITY	DIS

NEW  
SALESNON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

1

SALES  
LISTING

Click "Hold"

GOODS  
LISTING

HISTORY

CLOSE  
COUNTER



RM **37.90**

Code	Description	Qty	Price	Total				
2	REVLON's Super Lustrous™ Lipstick 815 Fuschia Shock	1	37.90	37.90	DELETE	PRICE	QUANTITY	DIS



2

Proceed with second sales

Rounding Adj 0.00

Total 37.90

NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

Cannot "Hold" again. Need to complete sales on hold first

SALES  
LISTING

GOODS  
RETURN

CLOSE  
COUNTER

RM **37.90**

## Payment

CASH

CARD

VOUCHER

Promoter : Amount Tendered : 

ENTER

3

Make payment

Total : **37.90**Cash Tendered : **50.00**Change : **12.10**

1	2	3
4	5	6
7	8	9
0	.	CE

NEW  
SALESORDER  
DETAILS


HOLD

SALES  
LISTINGGOODS  
RETURN

HISTORY

CLOSE  
COUNTER



Login By : cashier1  Log Out



RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

REDO

MEMBER

4

Click "Redo" to continue with sales on hold

REDO

REDO

REDO



Sales Listing						
Date <input type="text"/>		Payment Type	<- select -> ▼		<b>SEARCH</b>	
No	Bill No		Amount (RM)	Date	Payment	Action
1	<a href="#">CSHQ1824</a>	<- select -> ▼	41.70	10-04-2018	Cash 41.70	
2	<a href="#">CSHQ1822</a>	<- select ->	42.80	10-04-2018	Cash 42.80	
3	<a href="#">CSHQ1821</a>	Card	5.60	10-04-2018	Cash 5.60	
4	<a href="#">CSHQ1820</a>	Cash	61.25	10-04-2018	Cash 61.25	
5	<a href="#">CSHQ1819</a>	Voucher	200.00	10-04-2018	Cash 200.00	
6	<a href="#">CSHQ1818</a>	Customer	41.70	09-04-2018	Cash : 41.70	
7	<a href="#">CSHQ1809</a>	Customer	35.00	09-04-2018	Cash : 35.00	
8	<a href="#">CSHQ1807</a>	Customer	41.70	09-04-2018	Cash : 41.70	
9	<a href="#">CSHQ1806</a>	Customer	41.70	09-04-2018	Cash : 41.70	
10	<a href="#">CSHQ1805</a>	Customer	57.10	09-04-2018	Cash : 57.10	
11	<a href="#">CSHQ1803</a>	Customer	671.35	09-04-2018	Cash : 671.35	
12	<a href="#">CSHQ1802</a>	Customer	533.85	09-04-2018	Cash : 533.85	
13	<a href="#">CSHQ1801</a>	Customer	404.80	09-04-2018	Cash : 404.80	
14	<a href="#">CSHQ1800</a>	Customer	74.80	09-04-2018	Cash : 74.80	
15	<a href="#">CSHQ1799</a>	Customer				

1

Sales listing according to selected date

2

Sales listing according to payment type

3

Click "Search"

Default is "All" Sales Listing



Goods Return

**2** Enter goods return bill no

Bill No

CSHQ1819

Return Type

Cash ▼

**3**

Select return type

Cash ▼  
Cash  
Product

SEARCH

Code

Name

Qty

Price

Total (RM)

Return

Return Qty

Refund Details

WDBlackBLGB

WD Black SSD 512GB

1

200.00

200.00

No ▼

1 ▼

**4**

Click "Search"

ENTER

NEW  
SALES

PAYMENT

HOLD

SALES  
LISTING

GOODS  
RETURN

HISTORY

CLOSE

**1**

Click "Goods Return"



**5** Select return & return quantity

**Goods Return**

Bill No	<input type="text" value="CSHQ1819"/>	Return Type	<input type="text" value="Cash"/>	<input type="button" value="SEARCH"/>		
Code	Name	Qty	Price	Total (RM)	Return	Return Qty
WDBlackBLGB	WD Black SSD 512GB	1	200.00	<input type="text" value="200.00"/>	<input type="text" value="No"/>	<input type="text" value="1"/>
Round Adj				0.00		
Total				200.00		

**6** Click "Enter"

NEW  
SALES

PAYMENT

HOLD

SALES  
LISTING

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER



## History

No	Date	Start Amount (RM)	End Amount (RM)	Sales Amount (RM)	Refund Amount (RM)	Invoice Amount (RM)	Sales Order Deposit Amount (RM)	Sales Order Refund Amount (RM)
1	23-10-2017	200.00	897.40	697.40	0.00	0.00	0.00	0.00
2	20-10-2017	200.00	1643.75	712.80	0.00	1653.85	0.00	0.00
3	19-10-2017	200.00	602.60	595.10	192.50	0.00	0.00	0.00
4	17-10-2017	200.00	2120.05	1920.05	0.00	0.00	0.00	0.00
5	16-10-2017	200.00	434.85	234.85	0.00	0.00	0.00	0.00

NEW SALES

PAYMENT

HOLD

SALES LISTING

INVOICE LISTING

GOODS RETURN

HISTORY

OPEN COUNTER

1

Click "History"



Name :

RM **0.00**

Code	Description	Qty	Price	Total			
------	-------------	-----	-------	-------	--	--	--



Note: For opening of the business

1

Click "Close Counter"

NEW  
SALES

NON STOCK  
PRODUCT

PAYMENT

HOLD

MEMBER

SALES  
LISTING

GOODS  
RETURN

HISTORY

CLOSE  
COUNTER



## Closing Counting Cash

Cash Count	Qty	Amount (RM)
RM100 Note	<input type="text" value="2"/>	200.00
RM50 Note	<input type="text" value="5"/>	250.00
RM20 Note	<input type="text" value="2"/>	40.00
RM10 Note	<input type="text" value="2"/>	20.00
RM5 Note	<input type="text" value="1"/>	5.00
RM2 Note	<input type="text" value="0"/>	0.00
RM1 Note	<input type="text" value="2"/>	2.00
RM0.50 Coin	<input type="text" value="0"/>	0.00
RM0.20 Coin	<input type="text" value="0"/>	0.00
RM0.10 Coin	<input type="text" value="1"/>	0.10
RM0.05 Coin	<input type="text" value="1"/>	0.05

Enter cash in drawer

Daily Sales Report	Amount (RM)
Total Cash Sales	17.15
Total Credit Card	0.00
Total Daily Voucher	0.00
Total Refund Cash	0.00

Total In Drawer	517.15
Opening Counter Cash	500.00
Net Cash	17.15
Total Cash	17.15
Balance / Over / Short	Balance

Total count (cash in drawer)  
will show either  
Balance/Over/Short

ENTER

3

Click "Enter" to save


NEW  
SALES

PAYMENT

HOLD

SALES  
LISTINGGOODS  
RETURN

HISTORY



Multi-functional shopping Cart

## MyBizCart

Login

Username :

Password :

[Forget Password?](#)

1

Admin login

[www.mybizcart.com.my](http://www.mybizcart.com.my)



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)

Login By : posbasic | [My\\_Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

posbasic

cashier1

## Admin Dashboard



[General Settings](#)



[Products](#)



[Report](#)



1

[Site Configuration](#)



[Sales Listing](#)



[Login History](#)



[User Listing](#)

Click "General settings"

## Quick Report



Today Sales : **MYR1891.70** | [view](#)



Today Order : **7**



This Months Sales Amount : **MYR40131.45**



Today Feedback(s) : **0** | [view](#)



Gift Redemption(s) : **0** | [view](#)



Today Newsletter Subscriber(s) : **0**



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : [MyBizCart Concept Store Demo](#)

Login By : [posbasic](#) | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

☐ posbasic2018

### Sub Menu

[Outlet](#)

[Access Rights / Login Level](#)

[Favourite Menu Setting](#)

### General Settings

[Outlet](#)

[General](#)

[Payment](#)

[SMS](#)

[Admin](#)

[Attendance Staff](#)

> Please update your general settings here.

☒ Allow selling products without stock **Warning!**

☒ Allow issue bill with incorrect serial number

**If you allow selling product without stock, your costing price may not accurate.**

**Admin have to manually edit the incorrect serial number or blank serial number.**

[Global Settings](#)[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)[Attendance](#)[Favourite Menu](#)[Advanced Menu](#)[Home](#)[Settings](#)[Products](#)[Sales](#)[Reports](#)[POS](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)[Create New Sales](#)[Sales Listing](#)[New Order](#) **NEW!**☒ posbasic☐ cashier1

## Sub Menu

[Outlet](#)[Access Rights / Login Level](#)[Favourite Menu Setting](#)

## Outlet

[Outlet](#) [SMS](#) [Admin](#) [Attendance Staff](#)

&gt; You can Add/ Edit/ View your Outlet here.

Outlet Name

Head Quarters

Eg : Johor

Bahru

Outlet Code

HQ

Eg : JB

Address

No 17, Jalan Dedap4  
Tamana Johor Jaya  
Johor Bahru  
Johor

Contact Number

60108861303

Cash Sales Prefix

CSHQ

Cash Start Number

1001

[Add](#)

1

Fill in outlet details

2

Click "Add" to submit



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ posbasic

☐ cashier1

## Sub Menu

[Outlet](#)

[Access Rights / Login Level](#)

[Favourite Menu Setting](#)

## Admin Listing

[Outlet](#) [SMS](#) [Admin](#) [Attendance Staff](#)

1

Click "Add administrator"

> Below is list of admin user(s). You can edit, suspend, delete or create new admin user here. ?

No	Full Name	Username	Contact Info	User Type / Level	Status ?	Action
1	Cashier 1	cashier1	60123456789	Cashier	<a href="#">Active</a>	 

Add Administrator



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

Attendance

Favourite Menu

Advanced Menu



Home

Settings

Products

Sales

Reports

POS

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

Admin  
Admin  
Manager  
Cashier  
Clerk

Access Rights

Level

Facility

Head Quarters  
Head Quarters  
Perlis Branch

### Edit Administrator - Cashier 1

> You can edit the details of **Administrator**.

Full Name

Cashier 1

Address

Address Address Address  
Address Address Address

Mobile Number

60123456789

eg : 60127891234 (include country code).

Email

xxcashier1xx@gmail.com

Username

cashier1

Password

If no password change, leave blank.

Key for editing Price

If no Key change, leave blank.

Login Level

Cashier

Outlet

Head Quarters

Submit

Back

2 Fill-in administrator details

3 Click "Submit" to save

# Adding product(s)

[Admin Home](#) | [Log Out](#) | [View Website](#)



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

[posbasic](#)

[cashier1](#)

## Sub Menu

[Products](#)

## Product

Product

Category / Sub Category

1

Click "Add Product"

> You can add,edit delete product and add promotion items

Barcode

For add Non Stock Product

Search By : All Keyword : All



Featured Product

Quick Update

[Add Product](#)

[Non Stock Product](#)

[Bulk Delete](#)

[Bulk Suspend](#)

[Bulk Activate](#)

★	Product Name	Info	Image	Action		
<input type="checkbox"/>	<a href="#">IN2IT COLOURSHINE LIPSTICK (TANGELO)</a> 6 Active	Cat : <a href="#">Cosmetics</a> CP : 20.90		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<a href="#">ZA Vivid Dare Lipstick</a> 5 Active	Cat : <a href="#">Cosmetics</a> CP : 23.90		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : [MyBizCart Concept Store Demo](#)

Login By : [posbasic](#) | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ posbasic

☐ cashier1

### Sub Menu

[Products](#)

### Add New Product

> Please enter the field to create new product.

Category Name

Cosmetics

Subcategory Name

Lipsticks

Brand Name

MCC Cosmetics

Product Name

MCC COSMETIC Studio Light On Tint Lipstick Pink Holic

Chinese

Malay

Product Code

7

Bar Code

☒ 21789654055

Product Model

RJ235

Taxable

Yes

Customer Price

MYR 86.99

[Draft](#)

[Submit](#)

[Back](#)

2

Fill-in product details

3

Click "Submit" to save



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

#### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ posbasic

☐ cashier1

#### Sub Menu

[Products](#)

#### Edit Product - MCC COSMETIC Studio Light On Tint Lipstick Pink Holic



Product Info

Product Images

4

Upload product image(s) here

Note: Can upload only one image for basic version

Max size - 2MB  
Max Width - 4320  
Max Height - 4320  
Supported format : JPG, GIF & PNG.

Product will be Resized to maximum Width: 600 maximum Height: 600

(According to your image size, it will be resized automatically upto 600 \* 600)

Facebook sharing minimum width and height Width: 200 Height: 200.

Width or height Less than 200 then share button will be hide in product details page.

Product Image 1

Upload Image1

Product Image 2

Upload Image2

Product Image 3

Upload Image3

[Global Settings](#)[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)[Attendance](#)[Favourite Menu](#)[Advanced Menu](#)[Home](#)[Settings](#)[Products](#)[Sales](#)[Reports](#)[POS](#)[Help](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)[Create New Sales](#)[Sales Listing](#)[New Order](#) **New!**

cashier2

posbasic

cashier1

cashier3

cashier4

## Sub Menu

[Products](#)

## Brand

[Setting](#) [Product](#) [Brand](#) [Category / Sub Category](#) [Color](#) [Size](#)**1****Click "Add Brand"**

&gt; Please click "Add Brand" to insert new brand name or "Edit" icon to edit the brand name

**Add Brand**

No	Brand Name	Action
1	Adabi	
2	Appeton	
3	Ayam Brand	
4	Cap Lili	
5	Faiza	
6	IN2IT	
7	L'OREAL	
8	Lifebuoy	
9	Marina	
10	MCC Cosmetics	



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

Attendance

Favourite Menu

Advanced Menu



Home

Settings

Products

Sales

Reports

POS

Help

#### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ cashier2

☒ posbasic

☐ cashier1

☐ cashier3

☐ cashier4

#### Sub Menu

Products

#### Add New Brand

> Please enter the field to create new **Brand Name** .

Create Brand Name

L'OREAL

Submit

Back

2

Fill-in brand name

3

Click "Submit" to save

[Global Settings](#)[Publish to Classifieds](#)Licenced To : [MyBizCart Concept Store Demo](#)Login By : posbasic | [My Profile](#) | [Change Password](#)[Attendance](#)[Favourite Menu](#)[Advanced Menu](#)[Home](#)[Settings](#)[Products](#)[Sales](#)[Reports](#)[POS](#)[Help](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)[Create New Sales](#)[Sales Listing](#)[New Order](#)

cashier2

posbasic

cashier1

cashier3

cashier4

## Sub Menu

[Products](#)

## Category

[Setting](#) [Product](#) [Brand](#) [Category / Sub Category](#) [Color](#) [Size](#)

&gt; You can add, edit delete category

1

Click "Add Category"

Add Category

No	Category	Action	Subcategory
1	Cosmetics		Lipsticks
2	Digital Products		PC Hard Drives
3	Drinks		Carbonated Drinks
4	Grocery		Canned Food Flour



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ cashier2

☒ posbasic

☐ cashier1

☐ cashier3

☐ cashier4

### Sub Menu

[Products](#)

### Add New Category

> Please enter the field to create new **Category**.

**Category Name**

Chinese

Malay

**Enable Color in this category**

**Enable Size in this category**

2

Fill-in category details

Clothings

☒ [Color](#)

☒ [Size](#)

3

Click **“Submit”** to save



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

cashier2

posbasic

cashier1

cashier3

cashier4

### Sub Menu

Products

### Category

Setting Product Brand Category / Sub Category Color Size

> You can add, edit delete category

[Add Category](#)

Category added successfully

No	Category	Action	Subcategory
1	Clothings		
2	Cosmetics		Lipsticks
3	Digital Products		PC Hard Drives
4	Drinks		Carbonated Drinks
5	Grocery		

4

Click to add subcategory



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

Attendance

Favourite Menu

Advanced Menu



Home

Settings

Products

Sales

Reports

POS

Help

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ cashier2

☒ posbasic

☐ cashier1

☐ cashier3

☐ cashier4

### Sub Menu

Products

### Add New Sub Category



> Please enter the field to create new **Sub Category** .

Category Name

Sub Category Name

Chinese

Malay

Submit

Back

5

Fill-in subcategory details

6

Click "Submit" to save

[Global Settings](#)[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)  
Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)[Favourite Menu](#)[Advanced Menu](#)[Home](#)[Settings](#)[Products](#)[Sales](#)[Reports](#)[POS](#)[Help](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)[Sales Listing](#)[New Order](#)[cashier2](#)[posbasic](#)[cashier1](#)[cashier3](#)[cashier4](#)

## Sub Menu

[Products](#)

## Product Color

[Setting](#)[Product](#)[Brand](#)[Category / Sub Category](#)[Color](#)[Size](#)**1****Fill-in color details**

► Please update your Product Option here. The code is for internal reference purpose only.

Product Color

Example:Black

Color Code

Example:BL

**2****Click "Add" to add color**

No	Name	Code	Action
1	Black	BL	
2	Blue	BL	
3	Bright Red	BR	
4	Green	GR	
5	Red	R	



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

Attendance

Favourite Menu

Advanced Menu



Home

Settings

Products

Sales

Reports

POS

Help

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ cashier1

☒ posbasic

☐ cashier2

☐ cashier3

☐ cashier4

### Sub Menu

Products

### Product Size

Setting Product Brand Category / Sub Category Color Size

> Please update your Product Option here. The code is for internal reference purpose only.

Product Size

XXXL

Example:Larger

Size Code

3X

Example:XL

Add

1

Fill-in size details

2

Click "Add" to add size

No	Name	Code	Action
1	120GB	GB	
2	250GB-1TB	L	
3	256GB	GB	
4	512GB	GB	

# Adding bill & receipt header



1

Click "Sales Listing"



Admin Home | Log Out | View Website

[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Favourite Menu](#) [Advanced Menu](#)



## All Sales

[Bill Header](#)



Sales Order



Delivery Notification



Digital Download Link

> Below are the list of sales orders.....

2

Click "Bill Header"

Outlet : HQ Filtered By : All Order(s) Name



Export

All Sales

New Sales

Pending Delivery

Sales History

No	Order No	Name	Local	Default - RM	Date	Delivery	Payment		
1	<a href="#">CSHQ1816</a>	Customer	RM 69.95	RM 69.95	09-04-2018	Offline Sales	Paid Cash	<a href="#">Unvoid</a>	---
2	<a href="#">CSHQ1815</a>	Customer	RM 26.30	RM 26.30	09-04-2018	Offline Sales	Paid Cash	<a href="#">Unvoid</a>	---
3	<a href="#">CSHQ1814</a>	Customer	RM 41.70	RM 41.70	09-04-2018	Offline Sales	Paid Cash	<a href="#">Unvoid</a>	---

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

cashier1

posbasic

cashier2

cashier3

cashier4

### Sub Menu

[Create New Sales](#)

[Sales Listing](#)



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



Home

Settings

Products

Sales

Reports

POS

Help

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

cashier1

A5 Size Landscape

A4 Size Portrait

A5 Size Landscape

A5 Small

Receipt Printer Small 58mm

Receipt Printer Big 80mm

Receipt xPrinter 58mm

### Bill Header

#### Bill Letter Head

[Back](#)

Please update your Sales Order / Bill Letter Head here.

Sales Order / Bill Letter Head

[Choose File](#)

No file chosen

(Size of image 750\*120 pixels)

Bill Footer Message

Thank You!  
Please Come Again  
Goods Sold Are Not Returnable!

Printer Type

A5 Size Landscape

Print Bill Letter Head

Yes

Show Cash & Change

Yes

Receipt Letter Head

[Choose File](#)

No file chosen

(Size of image 150\*50 pixels)



[Submit](#)

1

Upload image file for bill/receipt letter head

2

Set all the necessary settings

3

Click "Submit" to save



1

Click "Bulk Stock Update"

Admin Home

Licence  
Login By :

Attendance

Favourite

Home

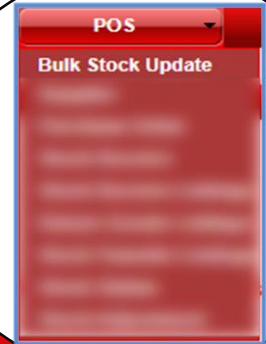
Settings

Products

Sales

Reports

POS



## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ cashier1

☒ posbasic

☐ cashier2

☐ cashier3

☐ cashier4

## Sub Menu

Supplier

Purchase Order

Stock Receive

## Bulk update opening stock & Product price

[Download CSV File](#)

2

Click "Download CSV file" to  
download product list

> Please upload Opening Stock here (only CSV files supported).

- Only product quantities & prices will be updated

- Upload Opening stock function only workable before you create any Purchase Order or Sales

No file chosen

> Please bulk upload latest product prices here (only CSV files supported).

- Only product prices will be updated

No file chosen

Note: Upload "Opening Stock" only workable for 1st time before you create any Purchase Order or Sales

# Opening Stock Update

product\_list\_11-04-2018.csv - Microsoft Excel non-commercial use

File Home Insert Page Layout Formulas Data Review View Acrobat

Paste Cut Copy Format Painter Clipboard Font Alignment Number Styles

Calibri 11 A A B I U Merge & Center General \$ % , .00 .00 Conditional Formatting as Table Cell Styles

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	No	ID	Product Name	Product Code	Color	Size	Customer Price	Member Price	Dealer Price	Quantity	Outlet	Costing Price	
2	1	26	MCC COSMETIC Studio Light On Ti	7					75.00	200	hq	65.00	
3	2	24	IN2IT COLOURSHINE LIPSTICK (TAM	6					14.00	199	hq	10.00	
4	3	23	ZA Vivid Dare Lipstick	5			23.90	18.00	16.00	200	hq	11.00	
5	4	22	L'OREAL Lor Col Riche Lipstick	4			25.90	23.90	26.00	185	hq	15.00	
6	5	21	L'OREAL Color Riche Moist Mat Li	3			31.80	28.00	26.00	166	hq	15.00	
7	6	20	REVLON's Super Lustrousâ„¢ Lips	2			37.90	31.00	29.00	200	hq	20.00	
8	7	19	REVLON's Super Lustrousâ„¢ Lips	1			37.90	31.00	29.00	175	hq	20.00	
9	8	18	Lifebuoy Hand Sanitizer 55ml (6	HS0326B	Red R		34.99	29.00	27.00	291	hq	19.00	
10	9	17	Lifebuoy Hand Sanitizer 55ml	HS0326	Red R		6.50	3.50	2.50	135	hq	1.00	
11	10	16	WD Black SSD 512GB	W89656	Black BL	512GB GB	200.00	185.00	165.00	542	hq	130.00	
12	11	15	WD Black SSD 256GB	W89655	Black BL	256GB GB	130.00	115.00	100.00	475	hq	52.00	
13	12	14	WD Green SSD	W89654	Green GR	120GB GB	68.00	52.00	48.00	777	hq	32.00	
14	13	13	WD Blue SSD	W89653	Blue BL	250GB-1TB L	300.00	268.00	235.90	481	hq	180.00	
15	14	12	Multivitamin Infant Drops 30ml	200018			59.36	52.00	48.00	220	hq	22.00	
16	15	11	Multivitamin Lysine Syrup 120ml	200017			52.14	48.50	45.00	182	hq	25.00	
17	16	10	Vitamin C 60's	200016			32.41	29.30	26.00	239	hq	12.00	
18	17	9	Appeton Activ C Strawberry	200015			32.41	29.30	26.00	211	hq	12.00	
19	18	8	Coca-Cola Zero 330ml	200003			1.59	1.00	0.80	699	hq	0.40	
20	19	7	Coca-Cola Light 325ml	200002			1.59	1.00	0.80	35	hq	0.40	
21	20	6	Coca-Cola Can 325ml	200001			1.39	1.00	0.80	240	hq	0.40	
22	21	5	Faiza Wheat Flour 1kg	100005			3.65	2.85	1.85	424	hq	0.85	
23	22	4	Cap Lili Wheat Flour 1kg	100004			1.35	1.00	0.80	411	hq	0.40	
24	23	3	Marina Sardines in Tomato Sauc	100003			3.49	2.49	1.50	363	hq	0.80	
25	24	2	Adabi Sardines In Tomato Sauce	100002			3.50	2.50	1.45	611	hq	0.75	

Update the product quantity here

Note: Ensure that file format is \*.csv



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

cashier1

posbasic

### Sub Menu

[Supplier](#)

[Purchase Order](#)

[Stock Receive](#)

[Stock Receive Listings](#)

[Return Goods Listings](#)

[Stock Status](#)

[Stock Adjustment](#)

### Bulk update opening stock & Product price

[Download CSV File](#)

► **Please upload Opening Stock here (only CSV files supported).**

- **Only product quantities & prices will be updated**

- **Upload Opening stock function only workable before you create any Purchase Order or Sales**

[Choose File](#) product\_list...-10-2017.csv [Upload](#)

4

Choose the file & upload

► **Please bulk upload latest product prices here (only CSV files supported).**

- **Only product prices will be updated**

[Choose File](#) No file chosen

[Upload](#)

5

Click "Stock Status"

Admin Ho

Login B

Attendance

Favo

Home

Settings

Products

Sales

Reports

POS

POS

Stock Status

Head Quarters  
All  
Head Quarters  
Perlis Branch



Can view according to outlet

Head Quarters

Barcode

Export All

Export to Excel

No	Product Name	Stock				
1	<a href="#">MCC COSMETIC Studio Light On Tint Lipstick Pink Holic</a> Cat : Cosmetics <a href="#">Edit Product</a> Lipsticks CP : 86.99  Ave Cost Price : 80.00 	<table><tr><th>Outlet</th><th>Qty</th></tr><tr><td>Head Quarters</td><td>200</td></tr></table>	Outlet	Qty	Head Quarters	200
Outlet	Qty					
Head Quarters	200					
2	<a href="#">IN2IT COLOURSHINE LIPSTICK (TANGELO)</a> Cat : Cosmetics <a href="#">Edit Product</a> Lipsticks CP : 20.90  Ave Cost Price : 18.90 	<table><tr><th>Outlet</th><th>Qty</th></tr><tr><td>Head Quarters</td><td>199</td></tr></table>	Outlet	Qty	Head Quarters	199
Outlet	Qty					
Head Quarters	199					
3	<a href="#">ZA Vivid Dare Lipstick</a> Cat : Cosmetics <a href="#">Edit Product</a> Lipsticks CP : 23.90	<table><tr><th>Outlet</th><th>Qty</th></tr></table>	Outlet	Qty		
Outlet	Qty					

6

Check updated quantity here

6

Check updated quantity here

Sub Menu

Supplier

Purchase Order

Stock Receive

Stock Receive Listinas

File Home Insert Page Layout Formulas Data Review View Acrobat

Clipboard Font Alignment Number

Calibri 11 A A

B I U

Wrap Text Merge & Center

General

\$ % ,

Conditional Formatting as Table Styles

Q7													
	A	B	C	D	E	F	G	H	I	J	K	L	
1	No	ID	Product Name	Product Code	Color	Size	Customer Price	Men	er Price	Quantity	Outlet	Costing Price	
2	1	2	Update the product prices here				86.99	→	84.00	5.00	200	hq	65.00
3	2	23	ZA Vivid Dare Lipstick	5			20.90	16.00	14.00	199	hq	10.00	
4	3	23	ZA Vivid Dare Lipstick	5			23.90	18.00	16.00	200	hq	11.00	
5	4	22	L'OREAL color Riche Moist Mat L	4			31.80	28.00	26.00	185	hq	15.00	
6	5	21	L'OREAL color Riche Moist Mat L	3			31.80	28.00	26.00	166	hq	15.00	
7	6	20	REVLON's Super Lustrous Lip	2			37.90	31.00	29.00	200	hq	20.00	
8	7	19	REVLON's Super Lustrous Lip	1			37.90	31.00	29.00	175	hq	20.00	
9	8	18	Lifebuoy Hand Sanitizer 55ml (6	HS0326B	Red R		34.99	29.00	27.00	291	hq	19.00	
10	9	17	Lifebuoy Hand Sanitizer 55ml	HS0326	Red R		6.50	3.50	2.50	135	hq	1.00	
11	10	16	WD Black SSD 512GB	W89656	Black BL	512GB GB	200.00	185.00	165.00	542	hq	130.00	
12	11	15	WD Black SSD 256GB	W89655	Black BL	256GB GB	130.00	115.00	100.00	475	hq	52.00	
13	12	14	WD Green SSD	W89654	Green GR	120GB GB	68.00	52.00	48.00	777	hq	32.00	
14	13	13	WD Blue SSD	W89653	Blue BL	250GB-1TB L	300.00	268.00	235.90	481	hq	180.00	
15	14	12	Multivitamin Infant Drops 30ml	200018			59.36	52.00	48.00	220	hq	22.00	
16	15	11	Multivitamin Lysine Syrup 120ml	200017			52.14	48.50	45.00	182	hq	25.00	
17	16	10	Vitamin C 60's	200016			32.41	29.30	26.00	239	hq	12.00	
18	17	9	Appeton Activ C Strawberry	200015			32.41	29.30	26.00	211	hq	12.00	
19	18	8	Coca-Cola Zero 330ml	200003			1.59	1.00	0.80	699	hq	0.40	
20	19	7	Coca-Cola Light 325ml	200002			1.59	1.00	0.80	35	hq	0.40	
21	20	6	Coca-Cola Can 325ml	200001			1.39	1.00	0.80	240	hq	0.40	
22	21	5	Faiza Wheat Flour 1kg	100005			3.65	2.85	1.85	424	hq	0.85	
23	22	4	Cap Lili Wheat Flour 1kg	100004			1.35	1.00	0.80	411	hq	0.40	
24	23	3	Marina Sardines in Tomato Sauc	100003			3.49	2.49	1.50	363	hq	0.80	
25	24	2	Adabi Sardines In Tomato Sauce	100002			3.50	2.50	1.45	611	hq	0.75	

Note: Ensure that file format is \*.csv



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)

Login By : posbasic | [My Profile](#) | [Change Password](#)

Attendance

Favourite Menu

Advanced Menu



Home

Settings

Products

Sales

Reports

POS

Help

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

posbasic

cashier1

cashier2

cashier3

cashier4

posbasic2018

### Sub Menu

Supplier

Purchase Order

Stock Receive

### Bulk update opening stock & Product price

> [Download CSV File](#)

> **Please upload Opening Stock here (only CSV files supported).**

- Only product quantities & prices will be updated

- Upload Opening stock function only workable before you create any Purchase Order or Sales

[Choose File](#) No file chosen

[Upload](#)

> **Please bulk upload latest product prices here (only CSV files supported).**

- Only product prices will be updated

[Choose File](#) product\_list....-04-2018.csv

[Upload](#)

2

Select the file & upload

3

Click "Stock Status"

Admin Ho

Lic  
Login B

Attendance

Favo

Home

Settings

Products

Sales

Reports

POS

POS

Stock Status

Stock Status

Can view according to outlet

Head Quarters  
All  
Head Quarters  
Perlis Branch

Head Quarters

Barcode

Export All

Export to Excel

No	Product Name	Stock				
1	<div><div>MCC COSMETIC Studio Light On Tint Lipstick Pink Holic Cat : Cosmetics <a href="#">Edit Product</a></div><div>Lipsticks</div><div>CP : 84.00</div><div>Ave Cost Price : 80.00</div></div>	<table><tr><th>Outlet</th><th>Qty</th></tr><tr><td>Head Quarters</td><td>200</td></tr></table>	Outlet	Qty	Head Quarters	200
Outlet	Qty					
Head Quarters	200					
2	<div><div>IN2IT COLOURSHINE LIPSTICK (TANGELO) Cat : Cosmetics <a href="#">Edit Product</a></div><div>Lipsticks</div><div>CP : 20.90</div><div>Ave Cost Price : 18.90</div></div>	<table><tr><th>Outlet</th><th>Qty</th></tr><tr><td>Head Quarters</td><td>199</td></tr></table>	Outlet	Qty	Head Quarters	199
Outlet	Qty					
Head Quarters	199					
3	<div><div>ZA Vivid Dare Lipstick Cat : Cosmetics <a href="#">Edit Product</a></div><div>Lipsticks</div><div>CP : 23.90</div></div>	<table><tr><th>Outlet</th><th>Qty</th></tr></table>	Outlet	Qty		
Outlet	Qty					

4

Check updated price(s) here

Sub Menu

Supplier

Purchase Order

Stock Receive

Stock Receive Listinas

# Purchase Order



1

Click "Purchase Order"

Admin

License  
Login By

Attendance

Favourite

Home

Settings

Products

Sales

Reports

POS

POS

Purchase Order

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) New!

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

## Sub Menu

Supplier

Purchase Order

Stock Receive

Stock Receive Listings

## Purchase Order Listing

2

Click "Create New Purchase Order"

Below are list of PO Listings. You can edit, delete or create new PO here.

PONumber ▾



Create New Purchase Order

Draft Listing

No	PONumber	Supplier	Deliver To	Date		Action
1	1001		Head Quarters	2018-03-17 22:08:33	<a href="#">Receive Stock</a>	
2	1000		Head Quarters	2018-03-05 12:48:49	<a href="#">Receive Stock</a>	



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)



Attendance

Favourite Menu

Advanced Menu

Home

Settings

Products

Sales

Reports

POS

Help

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

### Sub Menu

Supplier

Purchase Order

Stock Receive

Stock Receive Listings

### Supplier

> Below are list of suppliers. You can edit, delete or create new supplier here.

Terminated

Add Supplier

Stock Receive Listings

Inter Branch Stock Transfer

Please select Supplier name to Purchase Order

Supplier Name ▾



Search By : All Keyword : All [View All](#)

No	Name	Address	Email	Mobile	Action
1			a		

To add new supplier ?

3

Select supplier from the list



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

### Sub Menu

[Supplier](#)

[Purchase Order](#)

[Stock Receive](#)

[Stock Receive Listings](#)

### Create New Purchase Order

Supplier Name :  [Click here to change Supplier](#)

Enter Product Code / bar code :  [Click here to add products](#)

Submit

4

Enter product code / bar code

No	Product	Qty	Price	Total	Action
----	---------	-----	-------	-------	--------

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)[Sales Listing](#)[New Order](#) **NEW!**☒ posbasic☐ cashier1☐ cashier2☐ cashier3☐ cashier4

## Sub Menu

Supplier

Purchase Order

Stock Receive

Stock Receive Listings

Return Goods 17 Days

Stock Status

Stock Adjustment

## Create New Purchase Order

Supplier Name :  [Click here to change Supplier](#)Enter Product Code / bar code :  [Click here to add products](#)

Submit

Update purchase price

Back

No	Product	Qty	Price	Total	Action
1	Product Code : WDBLueBLL Product Name : WD Blue SSD	<input type="text" value="1"/>	<input type="text" value="0.00"/>	0.00	✕ <a href="#">View Last Purchase</a>
Supplier			Price	Date	
				17-03-2018	

Update purchase quantity

Update Qty &amp; Price

View last purchase

Credit Term : Select Outlet to deliver stock : Remark : Delivery Date :  YYYY-MM-DD

Create Purchase Order

Save As Draft

Enter PO details

Click "Create Purchase Order"

  
Head Quarters  
Perlis Branch

[Global Settings](#)[Publish to Classifieds](#)Licenced To : [MyBizCart Concept Store Demo](#)Login By : posbasic | [My Profile](#) | [Change Password](#)[Attendance](#)[Favourite Menu](#)[Advanced Menu](#)[Home](#)[Settings](#)[Products](#)[Sales](#)[Reports](#)[POS](#)[Help](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)[Create New Sales](#)[Sales Listing](#)[New Order](#) **NEW!**☒ posbasic☐ cashier1☐ cashier2☐ cashier3☐ cashier4☐ posbasic2018

## Sub Menu

[Supplier](#)[Purchase Order](#)[Stock Receive](#)

## Purchase Order Listing



&gt; Below are list of PO Listings. You can edit, delete or create new PO here.

[Create New Purchase Order](#)[Draft Listing](#)**PO Created successfully**

PONumber ▾



No	PONumber	Supplier	Deliver To	Date	Action
1	1002		Head Quarters	2018-04-10 10:29:26	<a href="#">Receive Stock</a>
2	1001		Head Quarters	2018-03-17 22:08:33	<a href="#">Receive Stock</a>
3	1000		Head Quarters	2018-03-05 12:48:49	<a href="#">Receive Stock</a>

**1****Click "Receive Stock"**



### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)
[Sales Listing](#)
[New Order](#)
☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

☐ posbasic2018

### Sub Menu

Supplier

Purchase Order

Stock Receive

### Receive Stock for PO : 1002 from

No	Product	Order Qty	Delivered Qty	Receiving Qty	Price
1	Product Name : WD Blue SSD Product Code : WDBBlueBLL	1	0	<input type="text" value="1"/>	<input type="text" value="200.00"/>

DO Number : 

Invoice Number : 

DO Date : 

Remark : 

Delivered By : 


### Stock Receiving Order Listing

NO	DO Number	Invoice Number	PO Number	Outlet	DO Date	Date	Action
----	-----------	----------------	-----------	--------	---------	------	--------

2

Enter receiving quantity from supplier (if partial)

Otherwise, click “Receive All”

3

Enter DO details

4

Click “Create Delivery Order”



[Global Settings](#)

[Publish to Classifieds](#)

Licensed To : [MyBizCart Concept Store Demo](#)

Login By : [posbasic](#) | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

☐ posbasic2018

### Sub Menu

[Supplier](#)

[Purchase Order](#)

[Stock Receive](#)

### Receive Stock for PO : 1002 from

No	Product	Order Qty	Delivered Qty	Receiving Qty	Price
1	Product Name : WD Blue SSD Product Code : WDBBlueBLL	1	1	---	200.00

### Stock Receiving Order Listing

NO	DO Number	Invoice Number	PO Number	Outlet	DO Date	Date	Action
HQ1002	2356	1003598	1002	Head Quarters	2018-04-10	2018-04-10 10:45:38	

DO listing for the product

# View Stock Status



1 Click "Stock Status"

Admin

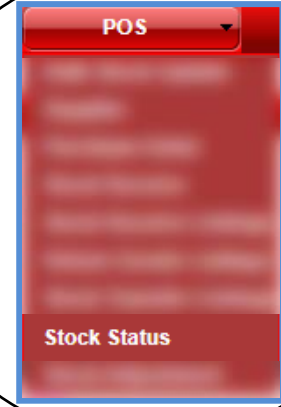
Li

Login B

Attendance

Favot

POS



Home

Settings

Products

Sales

Reports

Stock Status

Can view according to outlet



- Head Quarters
- All
- Head Quarters
- Perlis Branch

Head Quarters

Barcode

Export All

Export to Excel

No	Product Name	Stock				
1	<a href="#">MCC COSMETIC Studio Light On Tint Lipstick Pink Holic</a> Cat : Cosmetics <a href="#">Edit Product</a> Lipsticks CP : 84.00  Ave Cost Price : 80.00 	<table><tr><th>Outlet</th><th>Qty</th></tr><tr><td>Head Quarters</td><td>200</td></tr></table>	Outlet	Qty	Head Quarters	200
		Outlet	Qty			
		Head Quarters	200			
2	<a href="#">IN2IT COLOURSHINE LIPSTICK (TANGELO)</a> Cat : Cosmetics <a href="#">Edit Product</a> Lipsticks CP : 20.90  Ave Cost Price : 18.90 	<table><tr><th>Outlet</th><th>Qty</th></tr><tr><td>Head Quarters</td><td>199</td></tr></table>	Outlet	Qty	Head Quarters	199
		Outlet	Qty			
		Head Quarters	199			
3	<a href="#">ZA Vivid Dare Lipstick</a> Cat : Cosmetics <a href="#">Edit Product</a> Lipsticks CP : 23.90	<table><tr><th>Outlet</th><th>Qty</th></tr></table>	Outlet	Qty		
		Outlet	Qty			

Stock quantity

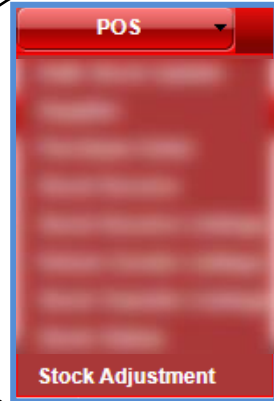
# Stock Adjustment



1

Click "Stock Adjustment"

Home Settings Products Sales Reports POS



## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

☐ posbasic2018

## Sub Menu

Supplier

## Stock Adjustment History

> You can do stock adjustment of all product for outlet

Adjustment No

No	Adjustment NO	Outlet	Date
No Records Found...			

2

Click "Stock Adjustment"

Stock Adjustment

Note: Adjustment can be done if in any case the stock product(s) in defect condition or missing. Also, to add more stock

# Adding more stock

[Admin Home](#) | [Log Out](#) | [View Website](#)



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)  
Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **NEW!**

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

☐ posbasic2018

## Sub Menu

[Supplier](#)

[Purchase Order](#)

[Stock Receive](#)

[Stock Receive Listings](#)

## Add Product for Stock Adjustment

### > Add Product for Stock Adjustment

Stock Adjustment product added successfully

Enter Product Code :

Enter Adjustment Qty :

No	Product	Before Adjustment	Adjustment Qty	After Adjustment	Action
1	Product Code : 6 Product Name : IN2IT COLOURSHINE LIPSTICK (TANGELO)	199	<input type="text" value="10"/>	209	<input checked="" type="button" value="X"/>
<input type="button" value="Update Adjustment Qty"/>					

Remark :

10 more pieces delivered and added to stock

1

Enter stock adjustment details

Adjustment quantity  
(in positive)

2

Click "Confirm Add  
To Stock"

# Reducing defect/missing stock

[Admin Home](#) | [Log Out](#) | [View Website](#)



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : MyBizCart Concept Store Demo

Login By : posbasic | [My Profile](#) | [Change Password](#)

[Attendance](#)

[Favourite Menu](#)

[Advanced Menu](#)



[Home](#)

[Settings](#)

[Products](#)

[Sales](#)

[Reports](#)

[POS](#)

[Help](#)

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

☒ posbasic

☐ cashier1

☐ cashier2

☐ cashier3

☐ cashier4

☐ posbasic2018

## Sub Menu

[Supplier](#)

[Purchase Order](#)

[Stock Receive](#)

[Stock Receive Listings](#)

## Add Product for Stock Adjustment

### > Add Product for Stock Adjustment

Stock Adjustment product added successfully

Enter Product Code : 5

Enter Adjustment Qty : -5

No	Product	Before Adjustment	Adjustment Qty	After Adjustment	Action
1	Product Code : 5 Product Name : ZA Vivid Dare Lipstick	15	<input type="text" value="-5"/>	10	<input type="button" value="✕"/>
<input type="button" value="Update Adjustment Qty"/>					

Remark :

5 pieces broken and listed as defect pieces

1

Enter stock adjustment details

Adjustment quantity  
(in negative)

2

Click "Confirm Add  
To Stock"



[Global Settings](#)

[Publish to Classifieds](#)

Licenced To : [MyBizCart Concept Store Demo](#)

Login By : posbasic | [My Profile](#) | [Change Password](#)

Attendance

Favourite Menu

Advanced Menu



Home

Settings

Products

Sales

Reports

POS

Help

### User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#)

posbasic

cashier1

cashier2

cashier3

cashier4

posbasic2018

### Sub Menu

Supplier

Purchase Order

Stock Receive

### Stock Adjustment History



> You can do stock adjustment of all product for outlet

Stock Adjustment

Stock Adjustment Created successfully

Adjustment No ▼



No	Adjustment NO	Outlet	Date	
1	1002	Head Quarters	2018-04-11 12:58:51	
2	1001	Head Quarters	2018-04-11 11:36:05	
3	1000	Head Quarters	2018-04-10 11:21:20	

Stock adjustment listing

### Stock Adjustment

Outlet Name : Head Quarters  
Adjustment No : 1002  
Date : 11-04-2018

No.	Order Item	Before Adjustment	Adjustment Qty	After Adjustment
1	IN2IT COLOURSHINE LIPSTICK (TANGELO)	199	10	209

10 more pieces delivered and added to stock

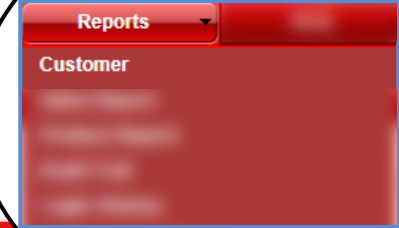
This is computer generated document, no signature is required.

# Adding promoter



1

Click "Customer"



## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)

[Sales Listing](#)

[New Order](#) **New!**

[posbasic](#)

[cashier1](#)

[cashier2](#)

[cashier3](#)

[cashier4](#)

[posbasic2018](#)

## Sub Menu

[Customer\(s\)](#)

[Sales Report](#)

## Promoters Listing

Customer

Promoters

> You can see list of Promoters and you can do action like activate, deactivate, delete, add, edit Promoter.

Promoter added successfully

No	Full Name	Contact	Action
1	Bob Wilson Code : PR002	Mobile No :2147483647 Email : wilson@hotmail.com	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Activate</a>
2	Owner Code : OWN01	Mobile No :6012 Email : xxownerxx@gmail.com	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Activate</a>

Add Promoter

2

Click "Add Promoter"

Note: If you don't have promoter, simply create owner as Promoter. Because its required to select Promoter when create sale.

## User Details

Welcome posbasic,  
[Edit Details](#) | [Log Out](#)

[Create New Sales](#)[Sales Listing](#)[New Order](#) **NEW!**☒ posbasic☐ cashier1☐ cashier2☐ cashier3☐ cashier4☐ posbasic2018

## Sub Menu

Customer(s)

Sales Report

Commission Report

Product Report

Below Cost Report

Profit/Loss

Sales Summary By Staff

Sales Summary By Product

## Add Promoter

> Please fill-in the form to create new **Promoter**.

Full Name

Promoter Code

Outlet

Address

Post Code

City

State

Mobile Number

Email

## Cash Sales Commission Details

First Amount :

First Percentage (In %) :

Second Amount :

Second Percentage (In %) :

Third Percentage (In %) :  For Greater than Second Amount

3

Fill-in promoter details

Cash sales commission details

4

Click "Submit" to save



**THANK YOU**