Sales Invoice format for Gold Retailers

This document is to show user maintain gold item and add the invoice format for gold retailers. It also shows user how to use Group To Line function and select sales invoice format for gold retailers.

Below are the overall content for this topic:

Step 1: Maintain stock item and labor cost

Step 2: Issue a cash sales and enable Group To Line function

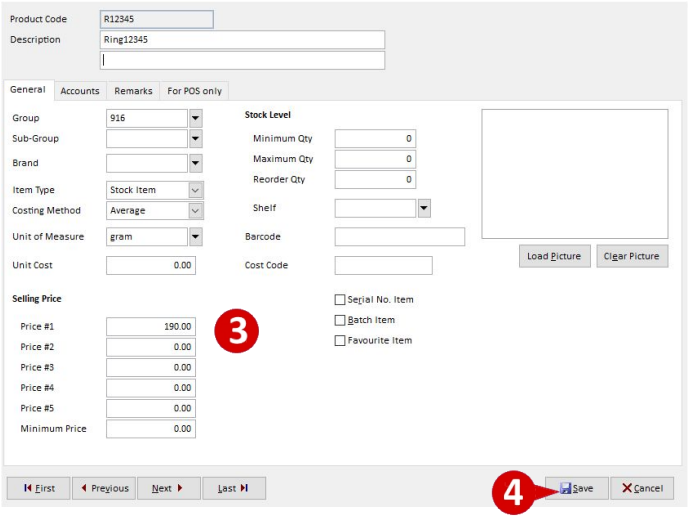
Step 3: Add a cash sales format and print out receipt.

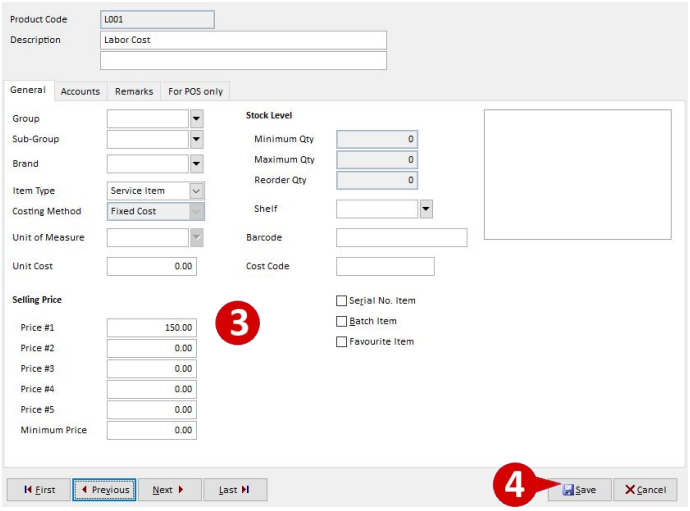
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Step 1: Maintain stock item and labor cost

Product Code	Description	Group	Item Type	U.O.M	Price #1	Tax Code	
						Bought	Sold
R12345	Ring12345	916	Stock	Gram	190	TX	SR
L001	Labor Cost	-	Service	-	150	-	SR

Table 1: Add gold item and labor cost



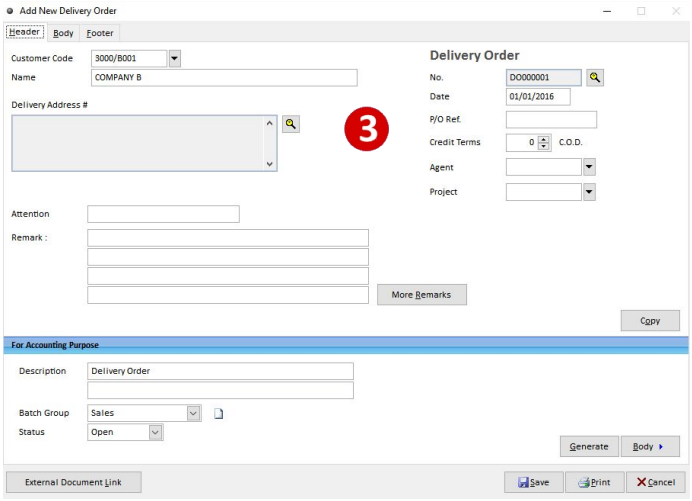


1. Go to **Stock** then **Product**
2. Click on **Add**
3. Add record according to Table 1
4. Click on **Save**

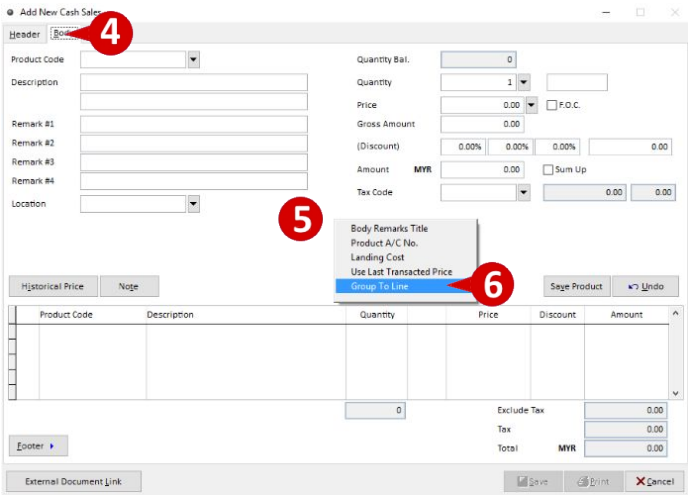
Step 2: Issue a cash sales and enable Group To Line function

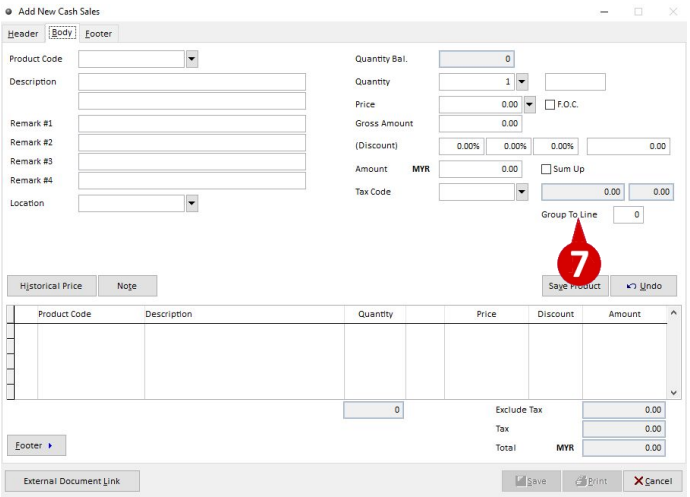
Header		Body			
Date	**No**	**Product Code**	**Quantity**	**Tax Code**	**Group To Line**
01/01/2016	CS000001	R12345	20 gram	SR	-
		L001	1	SR	1

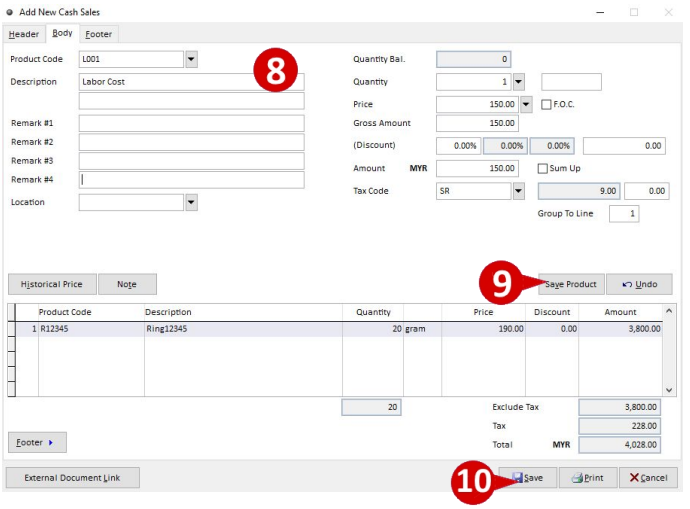
Table 1: Add cash sales



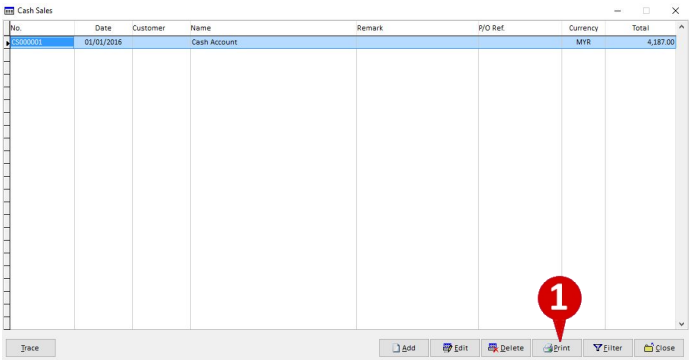
1. Go to **Sales** then **Cash Sales**
2. Click **Add**
3. Enter transaction according to Table 2
4. Click on **Body** tab
5. Right click on the blank space
6. On the right click menu, select **Group To Line** option
7. System display the Group to Line entry
8. Enter data according to Table 1
9. Click on **Save Product**
10. Click on **Save**



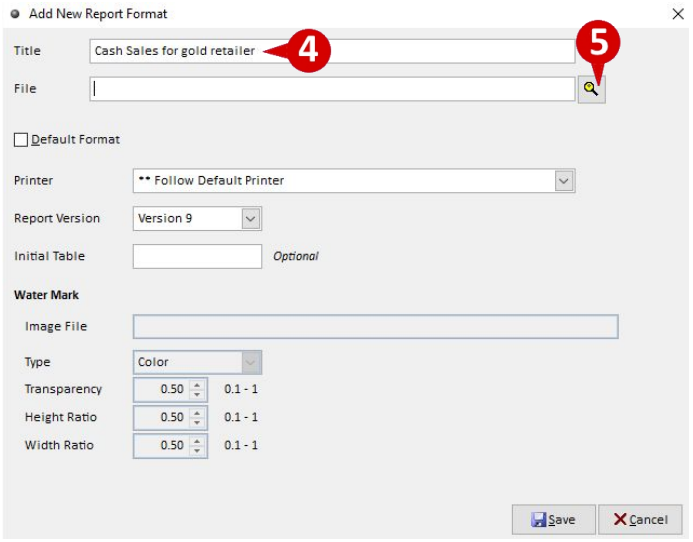


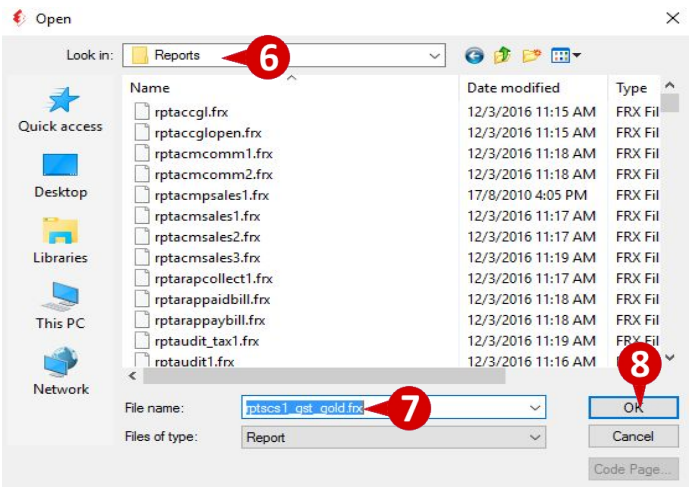


Step 3: Add a cash sales format and print out receipt.

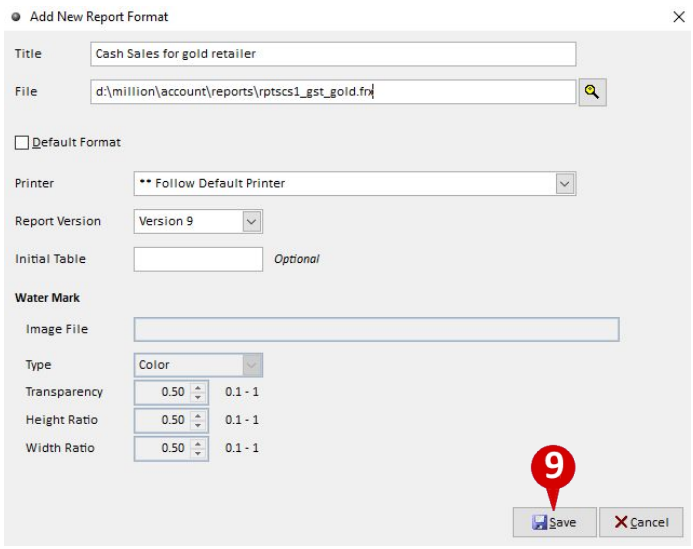








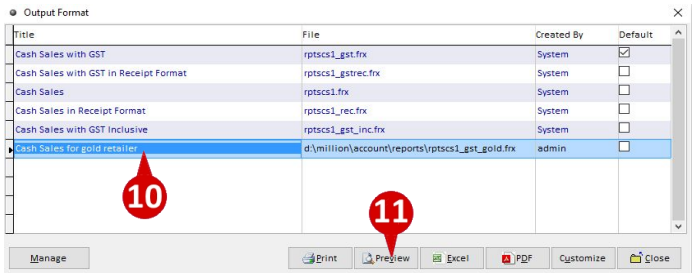
1. After enter cash sales, click on **Print** button
2. Click on **Manage** button
3. Select **Add** option
4. **Add** a name for report format
5. Click on **Search** button
6. Go to Million > Account > Reports folder
7. Search for the report name **rptscs1_gst_gold.frx**
8. Click **OK**



9. Click on **Save**

10. Select on the format

11. Click on **Preview**



testing123

1, My Address,
10000 My Area,
My State.
Tel No. : 604-6561234 Fax No. : 604-6571234
(GST Reg No. : A1234567)

TAX INVOICE

No. : CS000001
Date : 01/01/2016

Page : 1

STOK NO. / STOCK NO.	BUTIR-BUTIR / DESCRIPTION	KUALITY EMAS / GOLD CONTENT	HARGA / PRICE RM	BERAT / WEIGHT	HARGA EMAS / GOLD PRICE RM	UPAH / W'SHIP RM	JUMLAH / TOTAL RM
R12345	Ring12345	916	190.00 per	20gram	3,800.00	159.00	4,187.00 SR

RM: FOUR THOUSAND ONE HUNDRED EIGHTY SEVEN ONLY

SUBTOTAL INCLUSIVE GST 6%	4,187.00
ROUNDING ADJ.	0.00
TOTAL (ROUNDED)	4,187.00

GST summary	Amount (RM)	GST (RM)
SR @ 6%	3,950.00	237.00

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