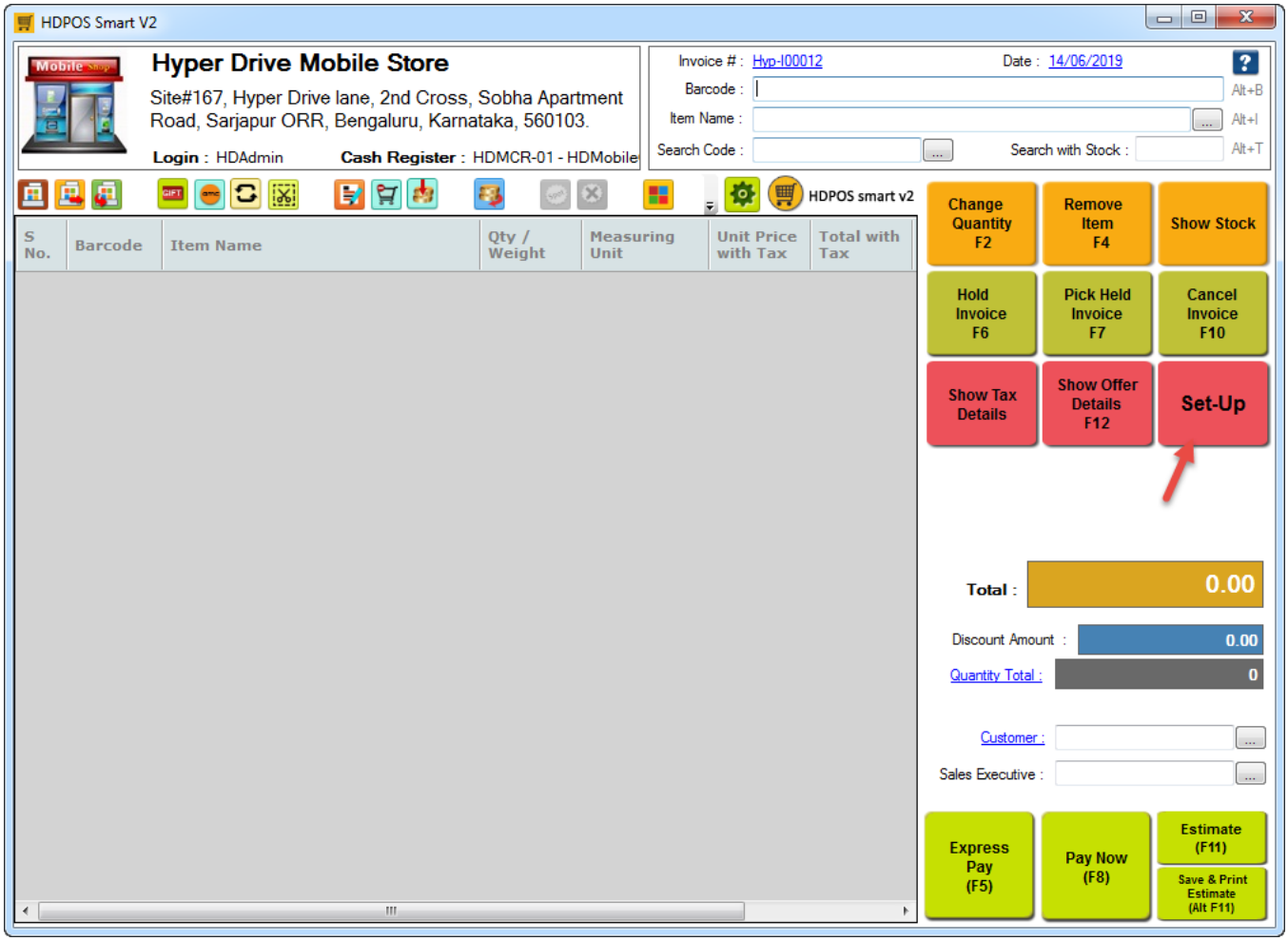
How to add one or more Label headings for an Item?

Label number is a unique code which includes set of letters and digits. Adding a label to an item is just like providing it a unique identification.

To add one or more labels for an item, follow the steps given below.

1. Run **HDPOS smart**.

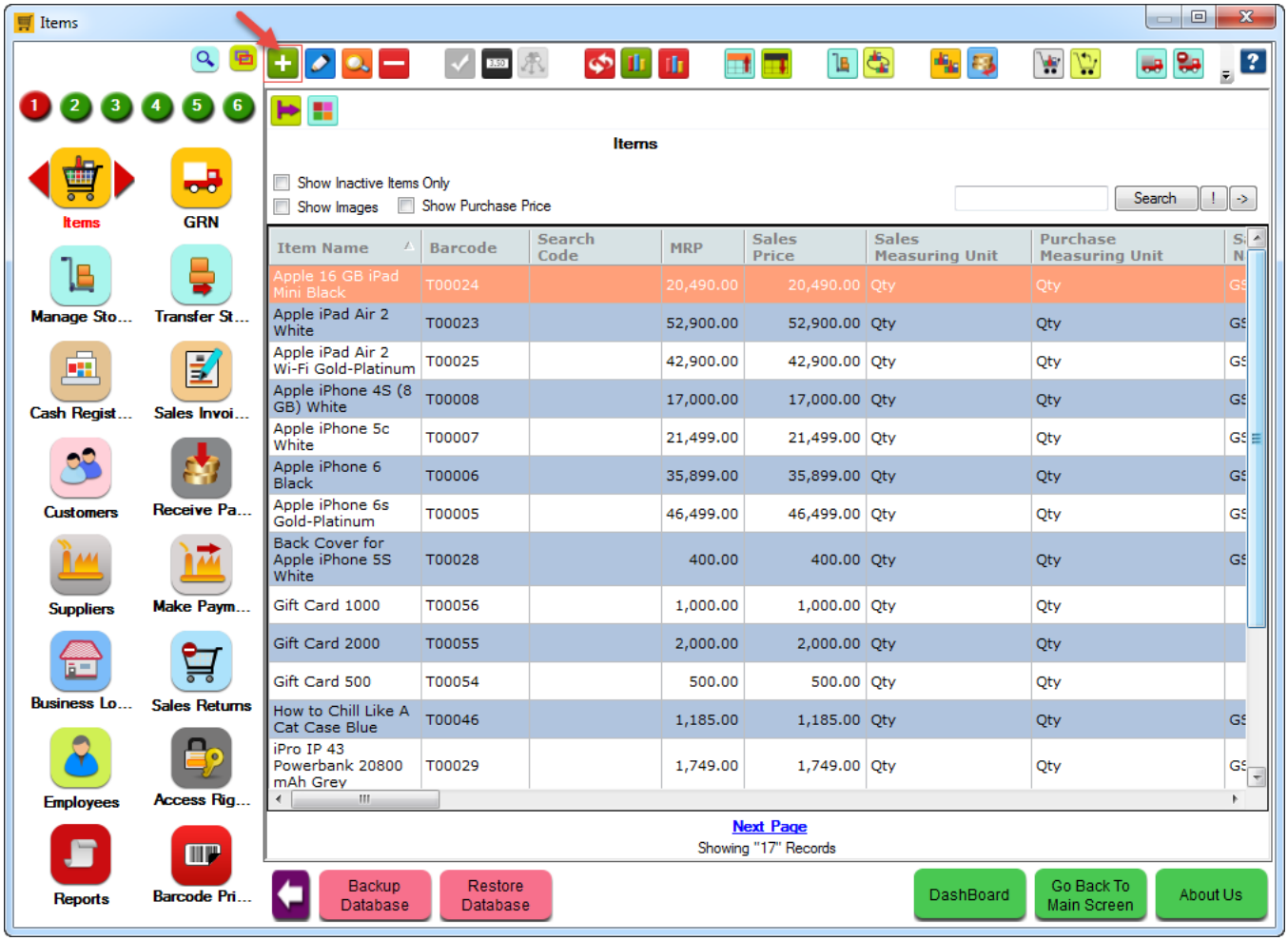
2. Click on **Set-up**.



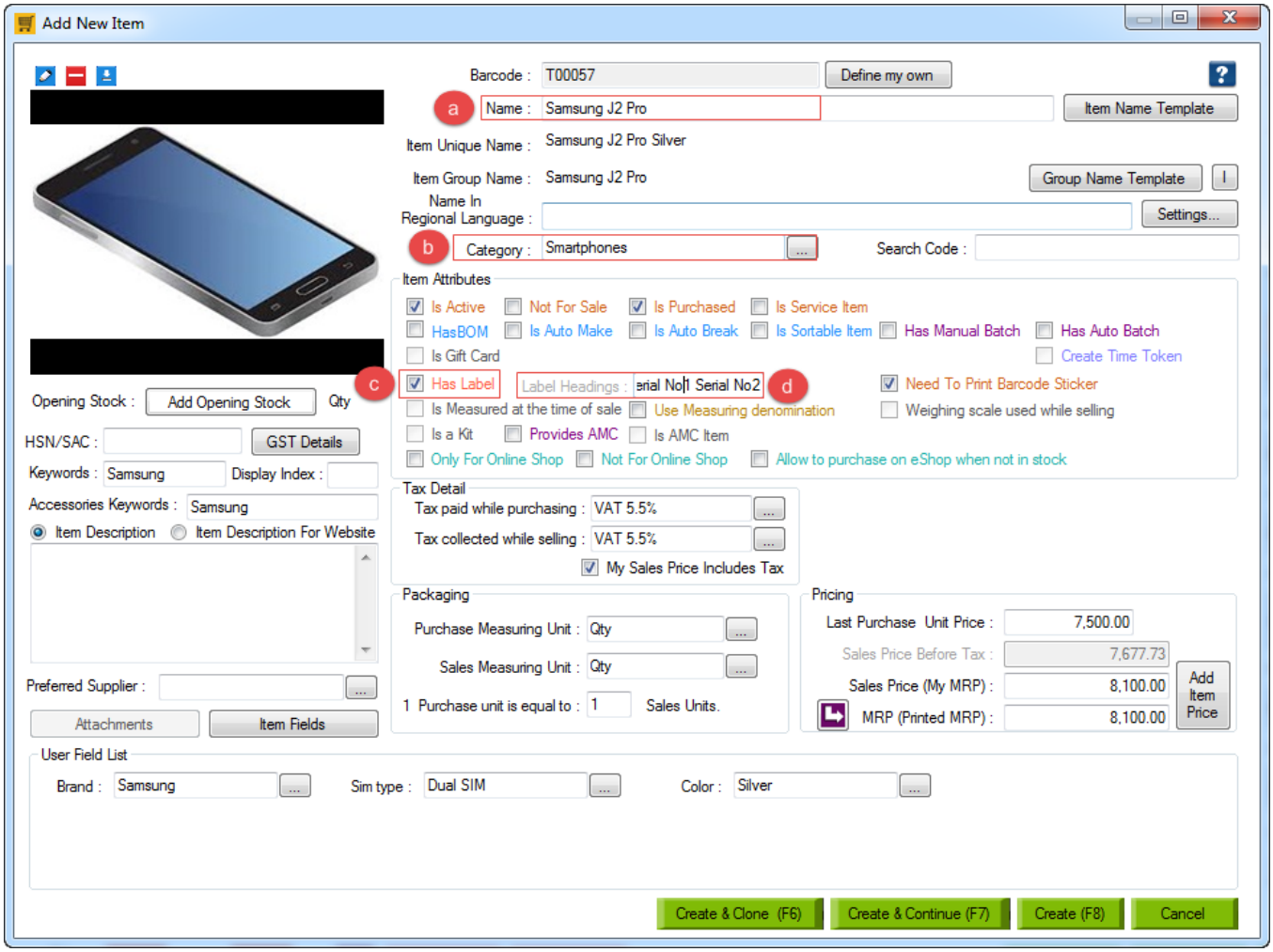
3. From the **1st page** of Set-Up, click on **Items**.



4. Click on **Add Item** toolbar button.



5. Enter Item details:



a. Enter the **name**.

b. Enter the **Category of item**.

c. Click on **Has Label** check box. On checking, a **Label Headings** text box will be displayed beside it.

d. Enter one or more **Label Headings** separating them with semi colon [;] .

e. Enter the **pricing** and other details as necessary.

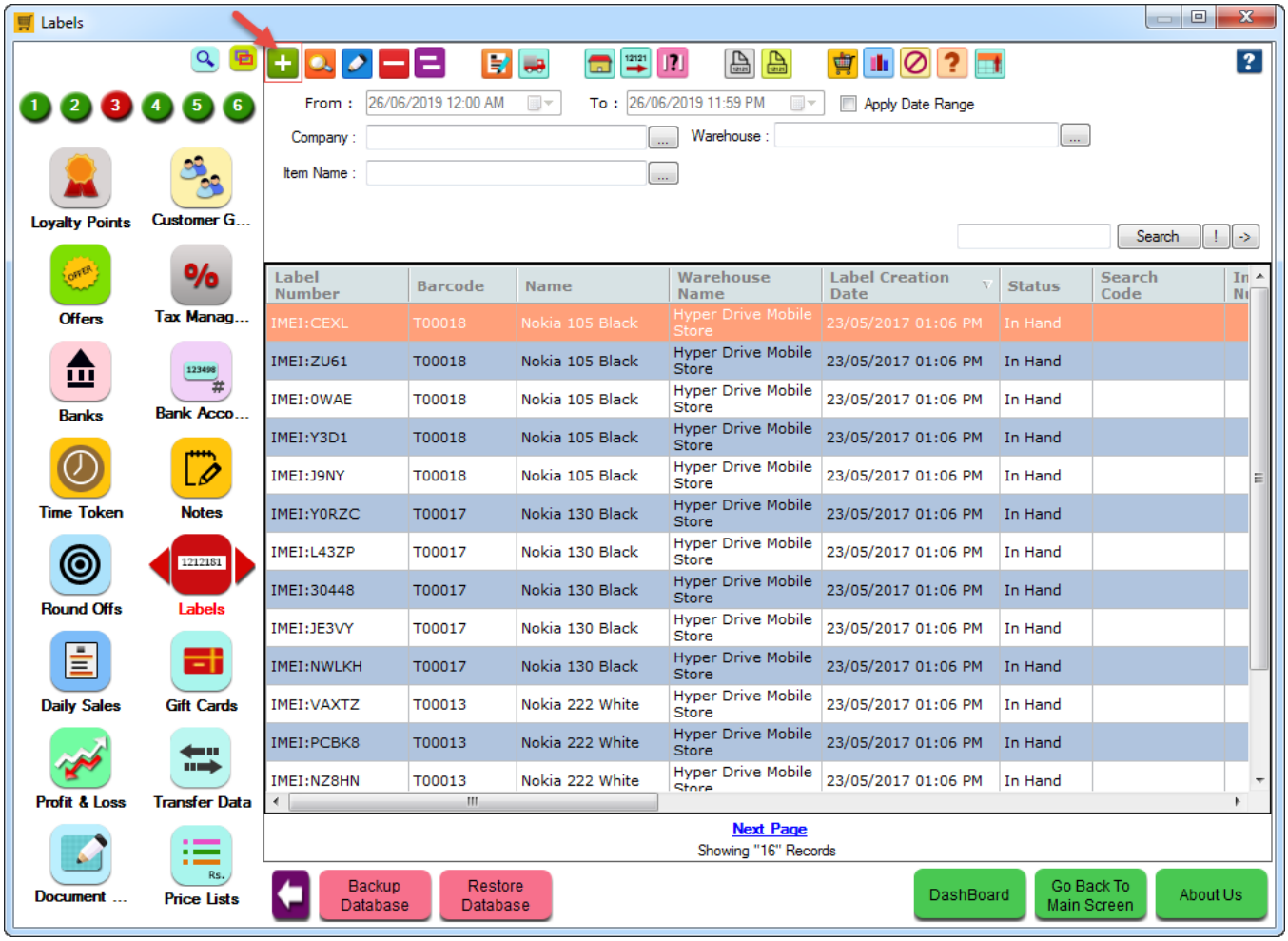
f. Click on **Create**.

Note: Once a Label Heading is added to an Item, label numbers can be added from **Main screen of HDPOS smart**, **Pay Now**, **GRN** and **Label Manager** also.

6. From the 3rd page of **Set-Up**, select **Label**.



7. Click on **Add Label** toolbar button.



8. Add details to create label

a. **Company Name**: Enter the Company name here. Every label that is created in HDPOS smart is associated with a company.

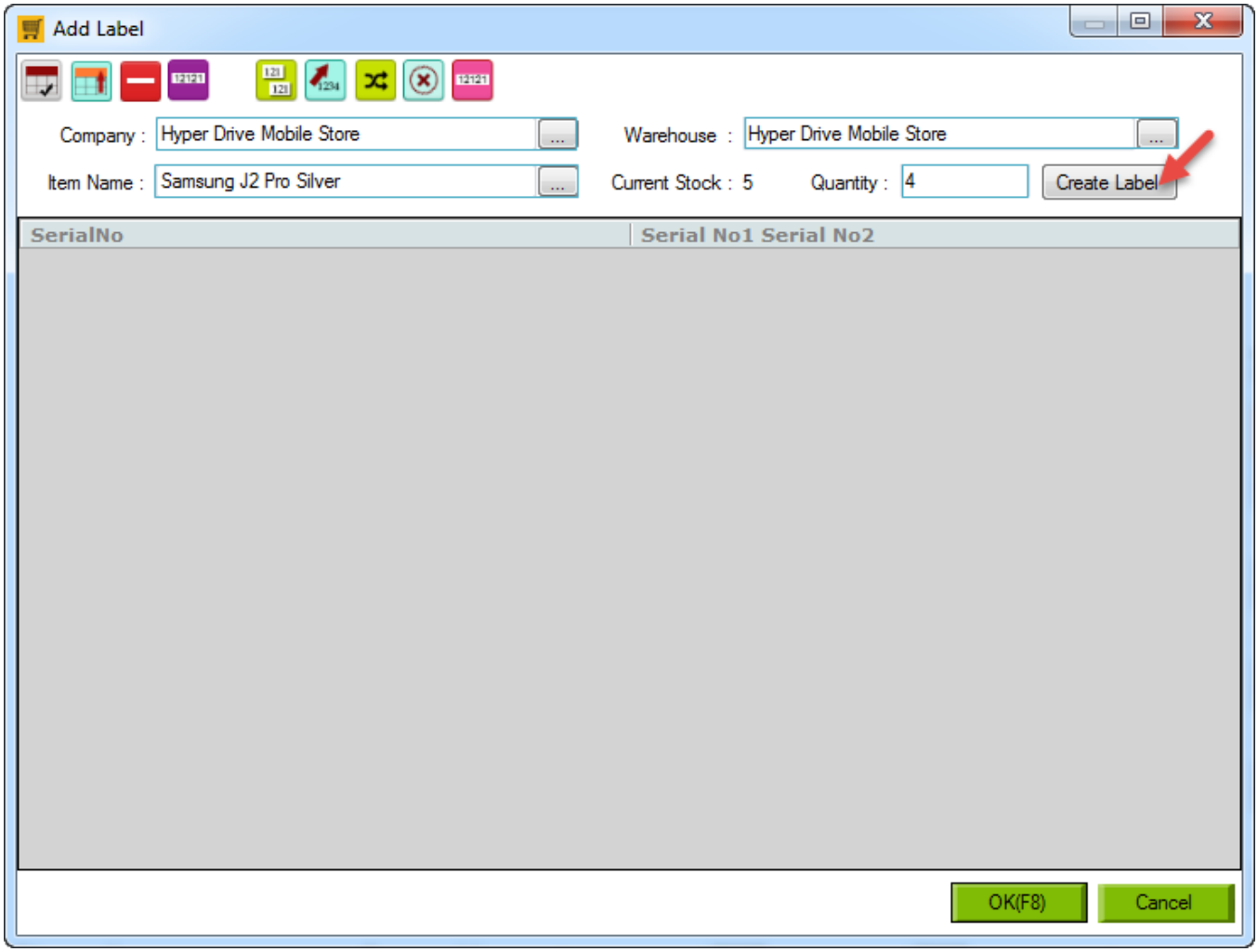
b. **Warehouse Name**: Enter the name of Warehouse in which items are placed.

c. **Item Name**: Enter the Item Name for which you want to add label numbers. If Item has no label headings then only one column Label Number is shown in the grid.

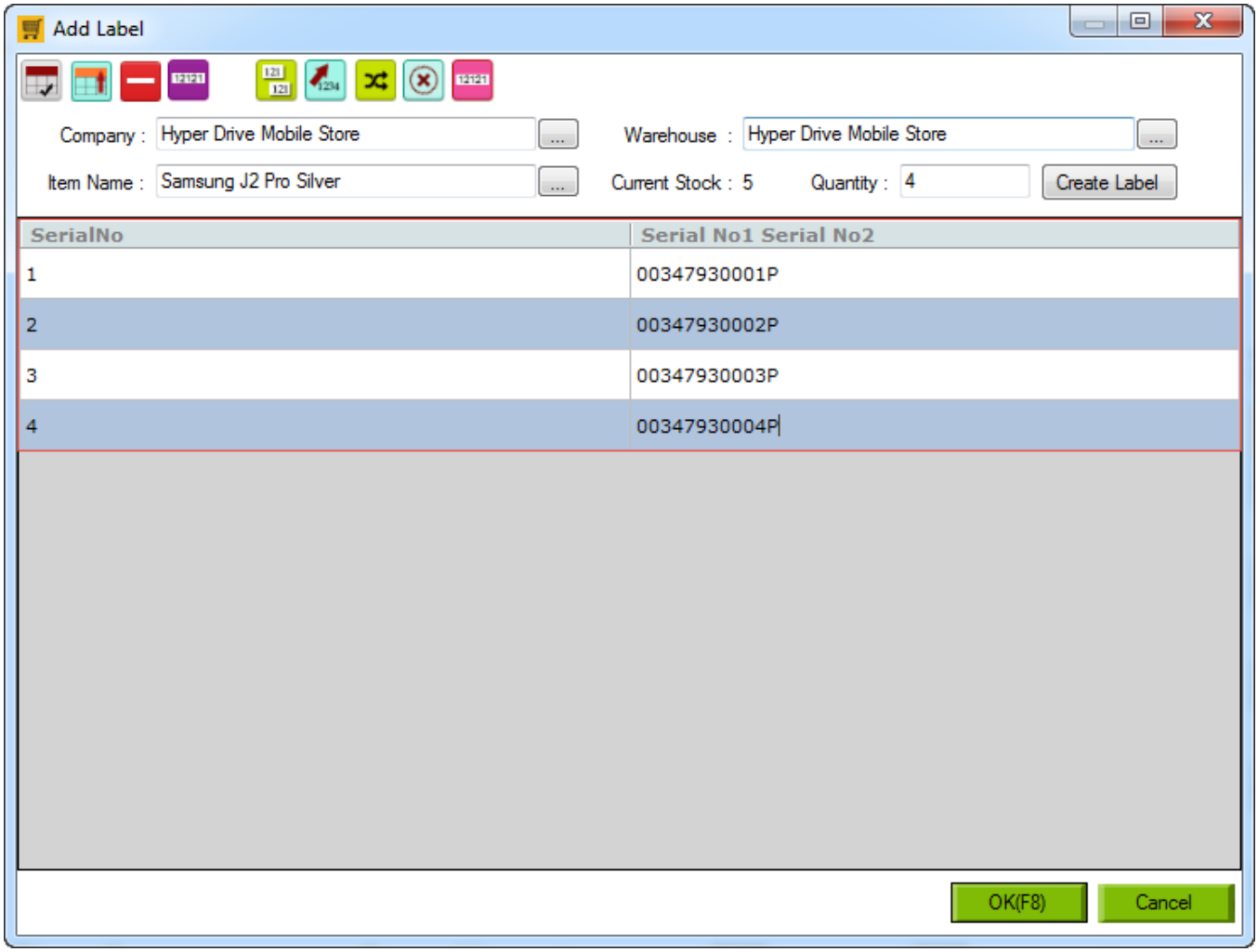
d. **Current Stock**: This will display the current stock of the selected Item.

e. **Quantity**: Enter the number of labels to be created for the item.

f. Click on **Create Label** button.

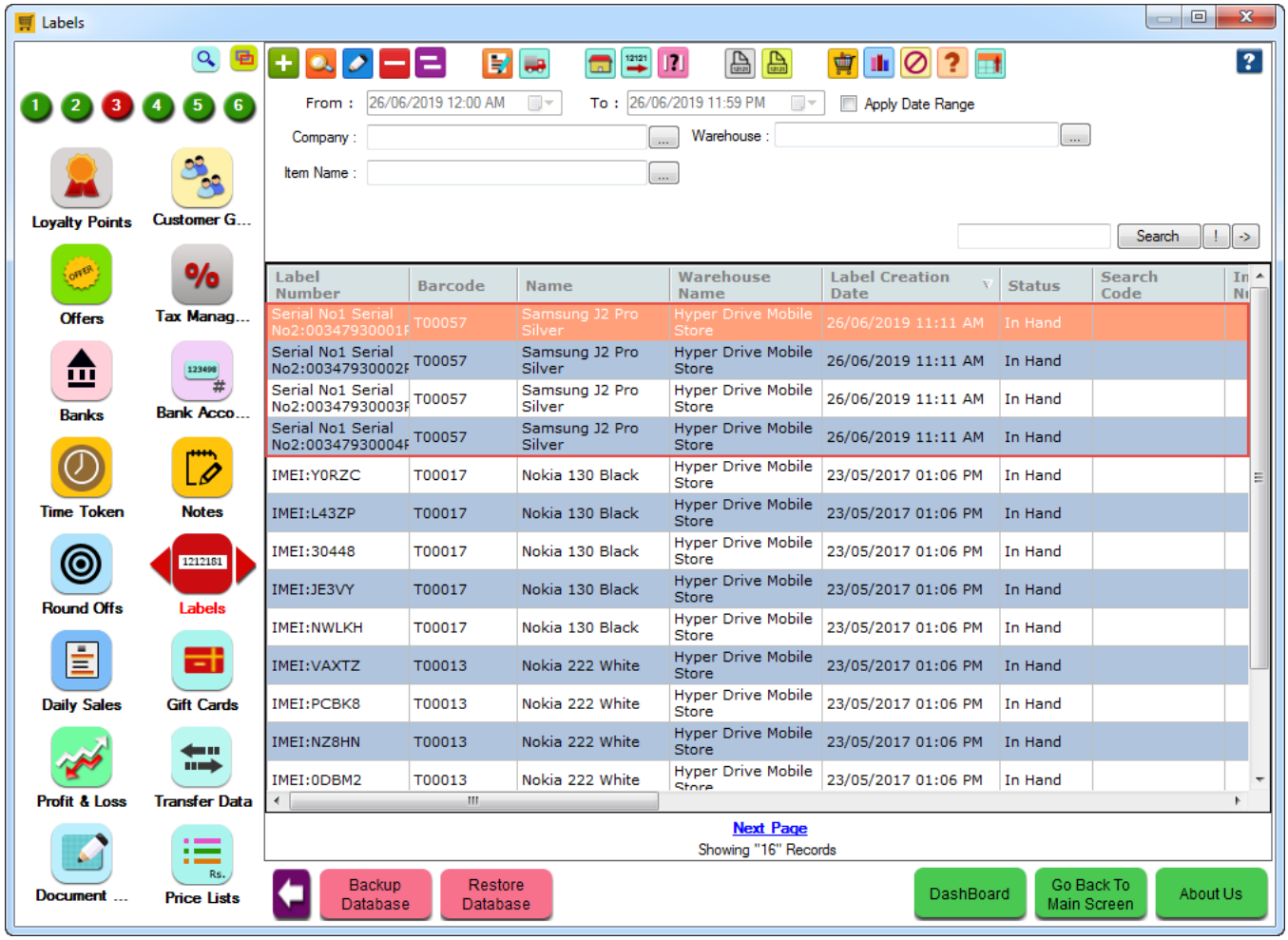


9. Enter the label numbers for both headings.



10. Click on **OK**.

11. You can see the **labels** that were added as below.


Labels
Loyalty Points
Customer G...
Offers
Tax Manag...
Banks
Bank Acco...
Time Token
Notes
Round Offs
Labels
Daily Sales
Gift Cards
Profit & Loss
Transfer Data
Document ...
Price Lists
From : 26/06/2019 12:00 AM
To : 26/06/2019 11:59 PM
Apply Date Range
Company :
Warehouse :
Item Name :
Search
Label Number
Barcode
Name
Warehouse Name
Label Creation Date
Status
Search Code
Serial No1 Serial No2:00347930001F T00057 Samsung J2 Pro Silver Hyper Drive Mobile Store 26/06/2019 11:11 AM In Hand
Serial No1 Serial No2:00347930002F T00057 Samsung J2 Pro Silver Hyper Drive Mobile Store 26/06/2019 11:11 AM In Hand
Serial No1 Serial No2:00347930003F T00057 Samsung J2 Pro Silver Hyper Drive Mobile Store 26/06/2019 11:11 AM In Hand
Serial No1 Serial No2:00347930004F T00057 Samsung J2 Pro Silver Hyper Drive Mobile Store 26/06/2019 11:11 AM In Hand
IMEI:Y0RZC T00017 Nokia 130 Black Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:L43ZP T00017 Nokia 130 Black Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:30448 T00017 Nokia 130 Black Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:JE3VY T00017 Nokia 130 Black Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:NWLKH T00017 Nokia 130 Black Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:VAXTZ T00013 Nokia 222 White Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:PCBK8 T00013 Nokia 222 White Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:NZ8HN T00013 Nokia 222 White Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
IMEI:0DBM2 T00013 Nokia 222 White Hyper Drive Mobile Store 23/05/2017 01:06 PM In Hand
Next Page
Showing "16" Records
Backup Database
Restore Database
DashBoard
Go Back To Main Screen
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