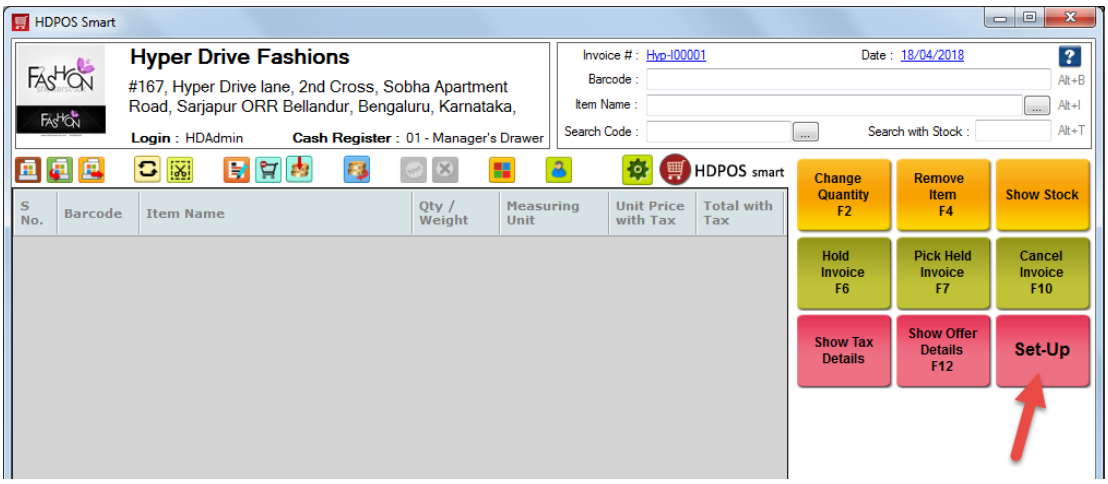
How to apply discount on selected item when making GRN in HDPOS Smart?

HDPOS smart Tutorials

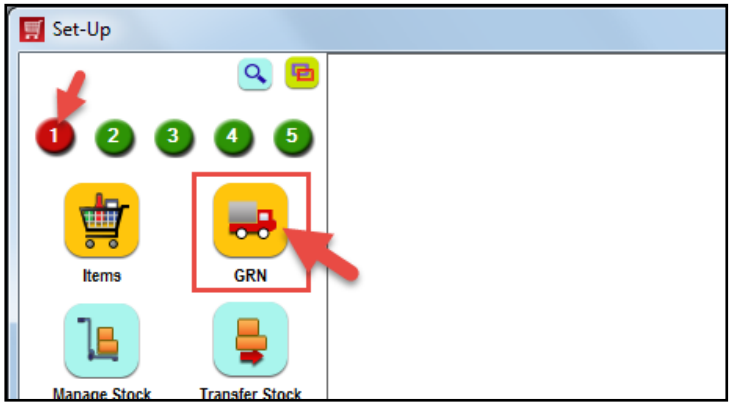
When we are recording purchase that we have made we may need to record discounts given to us by our supplier. These discounts can be given on some specific items and not all items that we have purchased. This tutorial will show us how to select multiple items at a time and apply a discount.

For e.g. You purchased 10 items at a time and you want to give a fixed or percentage discount to only 2 or 3 items. Here is what you would need to do:

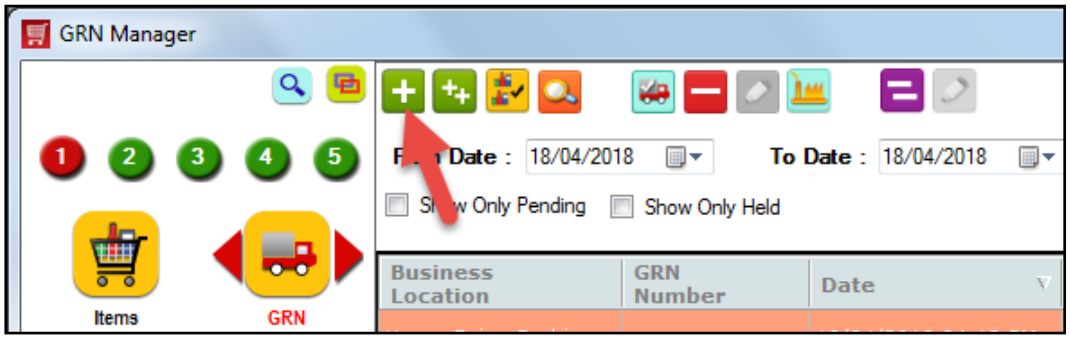
1. Run **HDPOS Smart**, click on **Set-Up** from the main screen.



2. From **Set-Up** screen, go to 1st page and click on **GRN**.

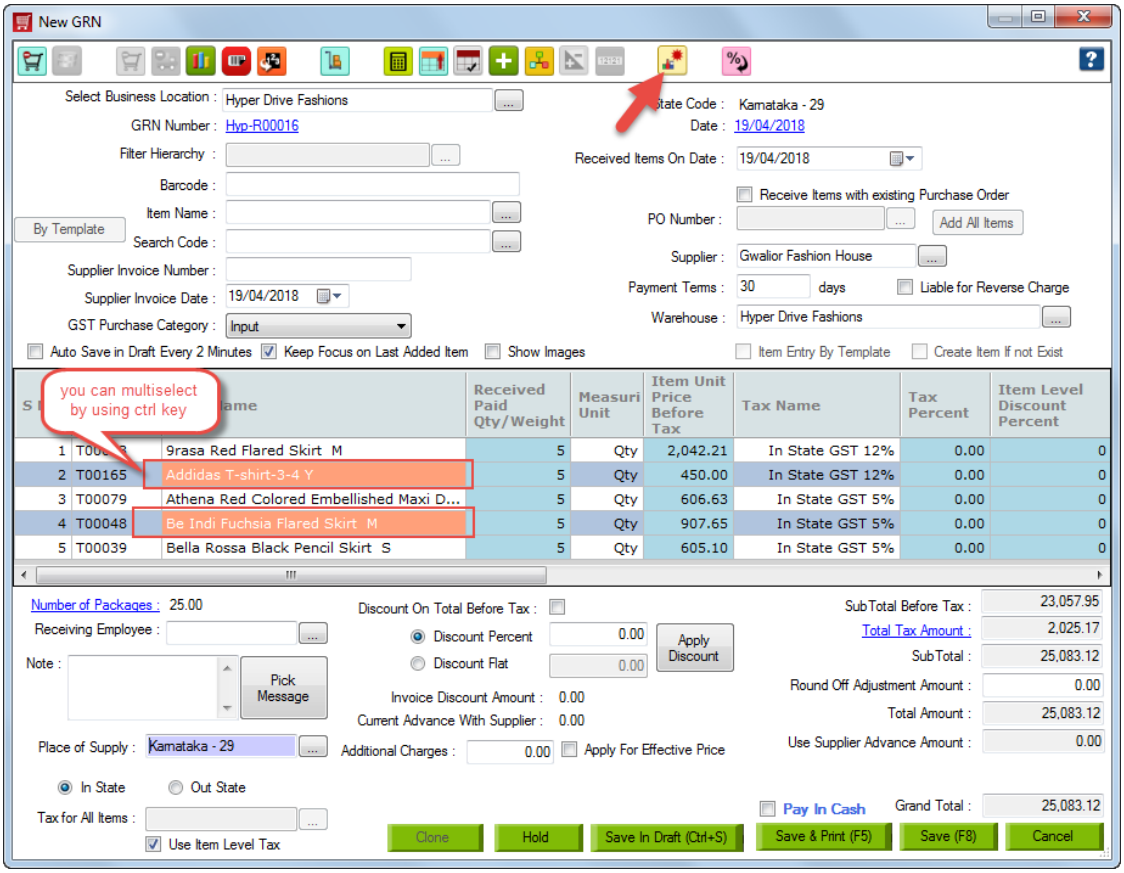


3. From **GRN Manager** screen, click on **Add Simple GRN**.

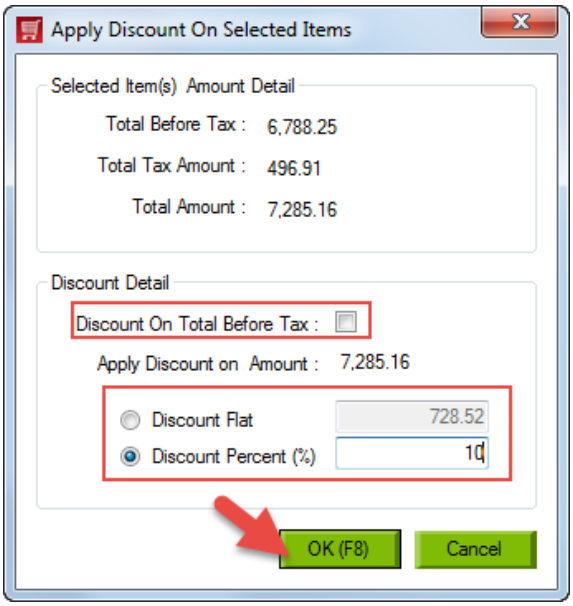


4. You will get a screen of **New GRN**.
   - Add items to **New GRN** screen. Select the **Supplier** and **Warehouse**.
   - Select the items for which you want to give a discount and click on Apply Discount on Items  button in the tool strip.

   Note: You can multi-select items not in a sequence by holding the Ctrl key

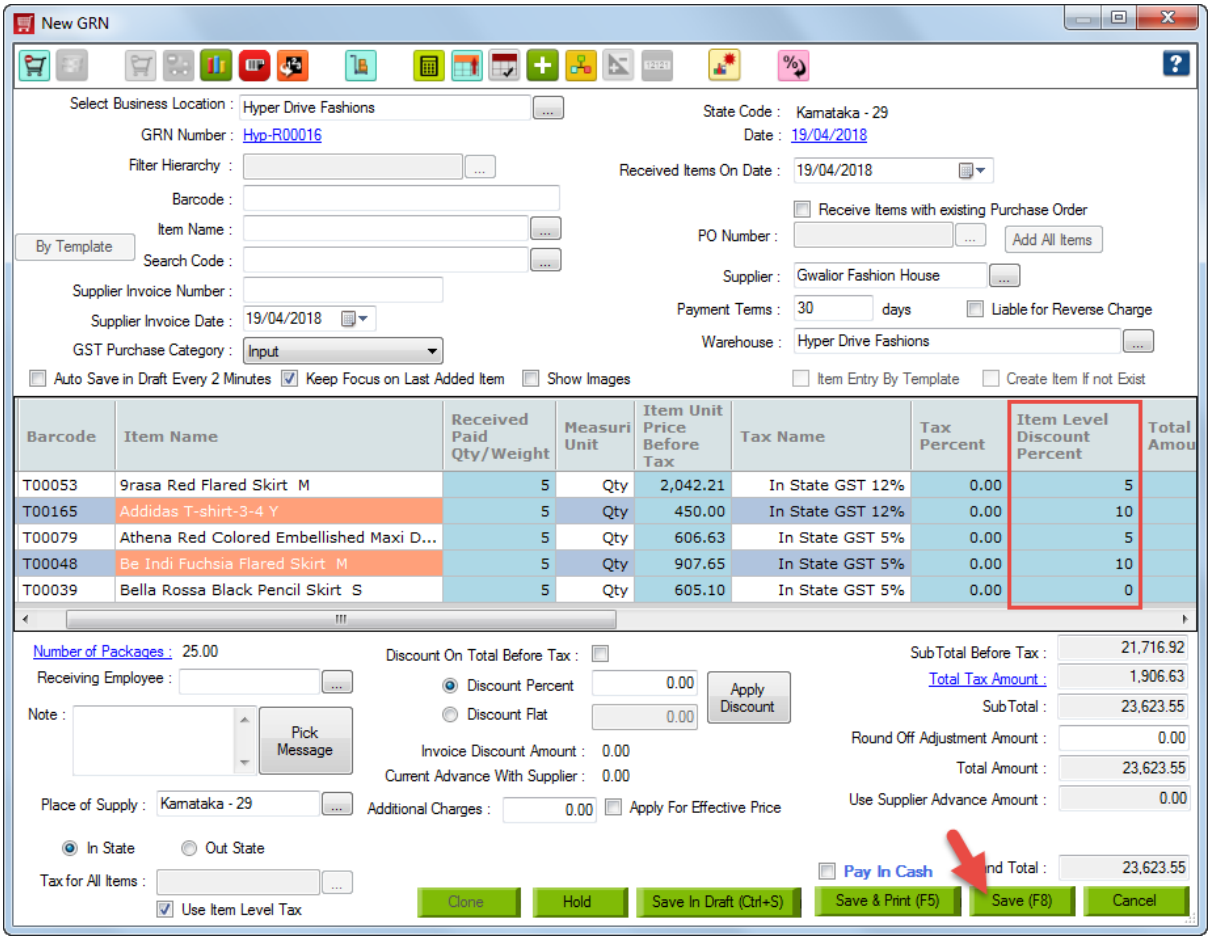


5. This should bring up the Apply discount On Selected Items screen.



- In the **Discount Detail** section, you can give a **Flat Discount** or can give **Discount in Percent (%)** as required. If the Flat discount is given it will be converted to % and applied in GRN.

  Note: The Flat discount or discount percentage entered will get applied to each of the selected items.
- Check the checkbox "**Discount on Total before Tax**" if you want to give a discount on the total amount before applying the tax.
- Click on **OK** button.
- You can also give a discount for items by clicking in the column **Item Level Discount Percent.**



- You can see the 10% discount entered got applied to all the items selected.
- You can also see 5% discount for other item that is entered directly in the field.
- Click on **Save**.