## How to apply offer coupons in e-shop?

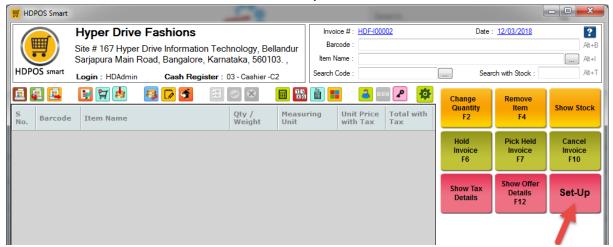


To apply offer coupons in E-shop, follow the below steps:

## **Step 1: Create offer applicable for coupons.**

To create offer, follow the steps below:

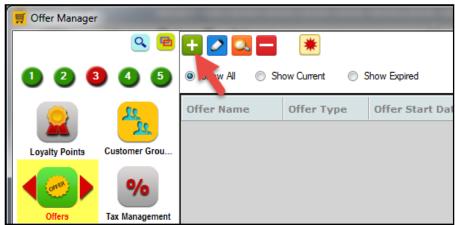
1. Run HDPOS smart, from main screen, click on Set-Up.



2. From 3<sup>rd</sup> page of **Set-Up**, click on **Offer**.



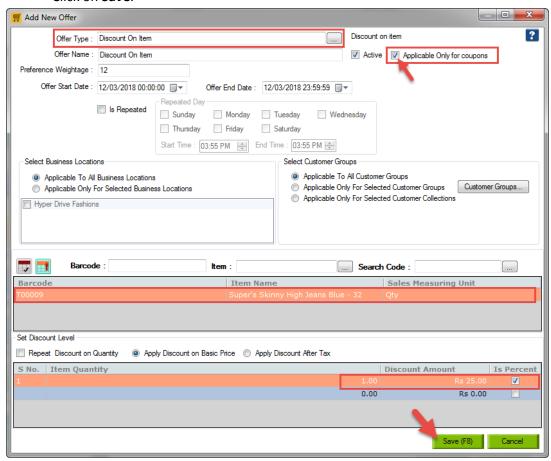
3. From Offer Manager screen, click on Add New Offer.







- 4. Enter the required details like Offer Type, Offer Name etc.
- 5. Here I have selected the Offer Type as Discount On Item and the discount amount is 25% for item quantity 1.
  - Check the checkbox 'Applied for Coupons' checkbox.
  - Click on Save.



## Step 2: Generate coupons.

To generate coupons, follow the steps below:

1. From 5<sup>th</sup> page of **Set-Up**, click on **Coupons**.



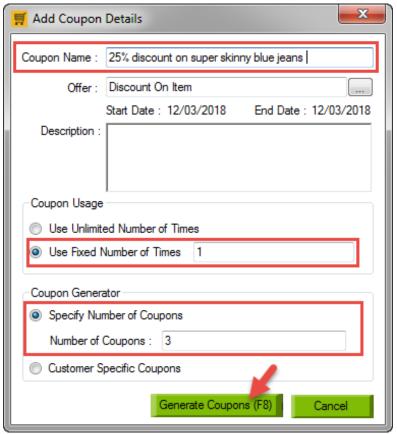




2. From Manage Coupon Screen, click on Add New Coupon.



- 3. You will see the 'Add Coupon' screen, enter all the details and click on Generate Coupons.
  - Enter the **Coupon Name** and select the **Offer**.
  - In the **Coupon Usage** section:
    - o Use Unlimited Number of Times: When you select this radio button, the coupon can be used unlimited number of times in Sales Invoices.
    - Use Fixed Number of Times: When you select this radio button, the coupons can be used for fixed number of times. Mention the no. of times, coupon can be used.
  - In **Coupon Generator** section, specify the number of coupons to be generated.



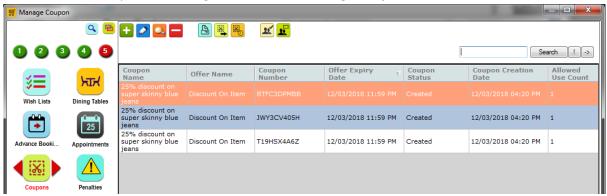




4. You can see Coupon Generate Details screen where Coupon Name, Coupon Number and the Offer Associated with that coupon are displayed. Click on Generate Only.



5. You can see the coupons that are generated in the **Manage Coupon** screen as shown below.



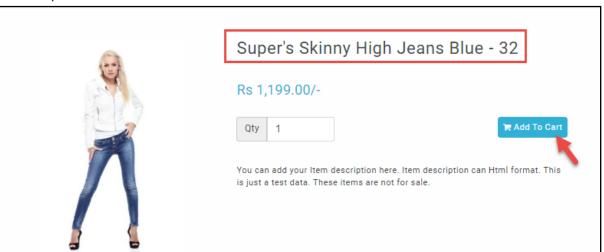
6. You can also print the coupon if you want.



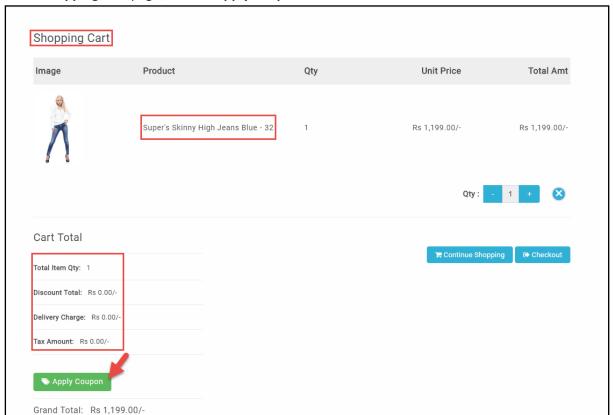




7. Now on the eshop website, add the respective item on which offer is valid and click on **Add To Cart** option.



8. In the **Shopping Cart** page, click on **Apply Coupon**.



**Note**: The position of the **Apply Coupon** button might change accordingly to the template designed.



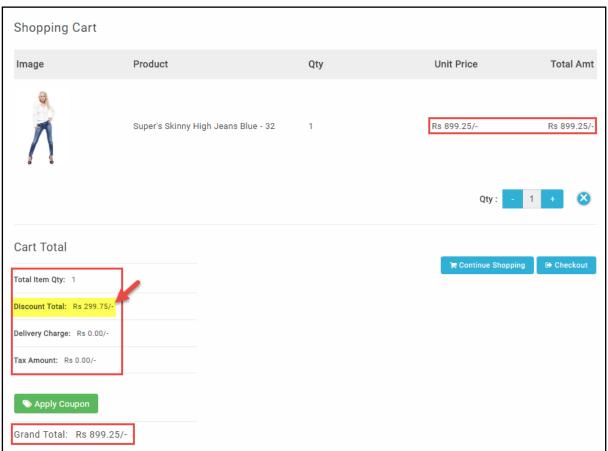


9. Apply Coupon window will pop-up, enter the Coupon Code and click on Apply.



Note: You can enter multiple coupon codes separated by comma.

10. You can see here the coupon has been applied to the item and discount has been mentioned in the Discount Total field.



NOTE: if the offer coupon applied is for Free item on Invoice, the free item is added automatically in the cart.

11. You can either continue with the shopping or click on **Checkout.** 

