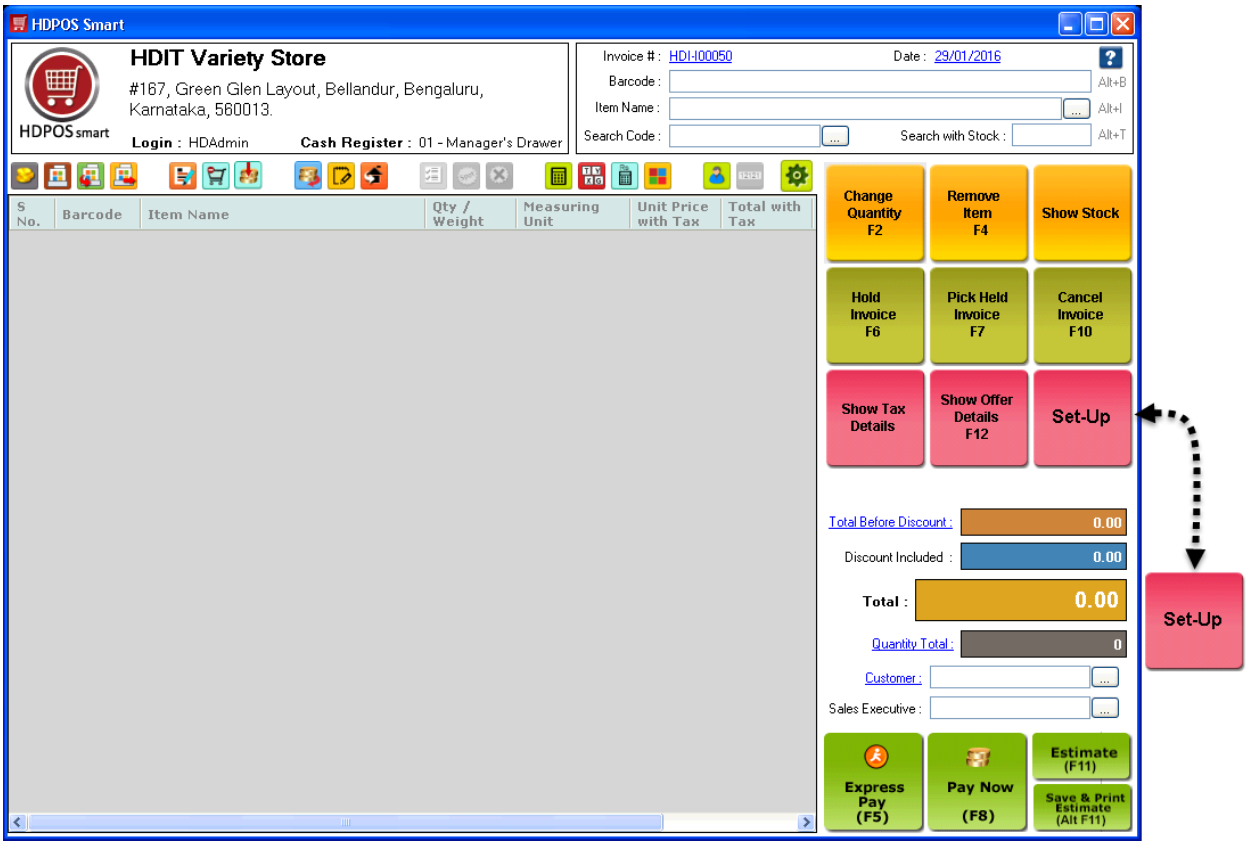
How to view batch details of any particular item?

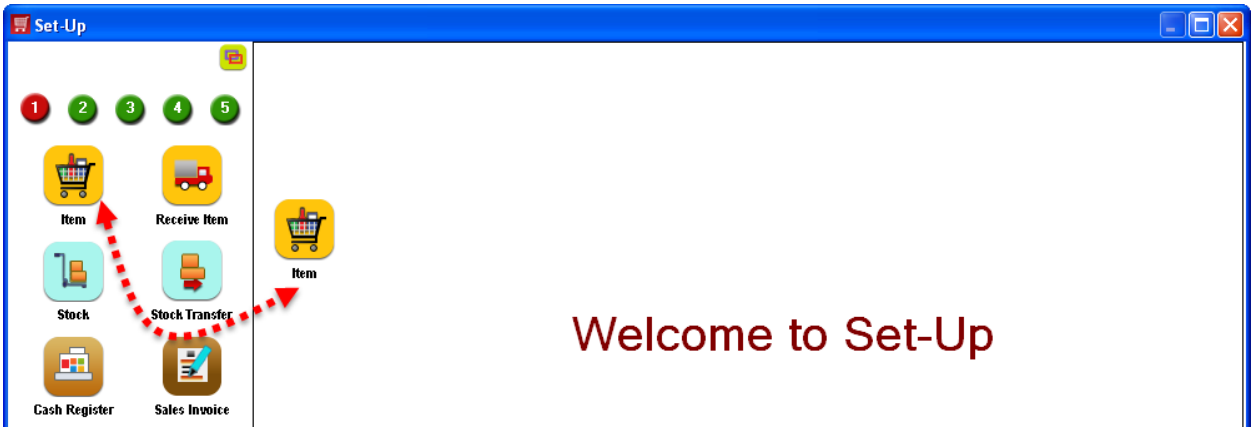
HDPOS smart Tutorials

To view batch details of any particular item; follow the steps below:

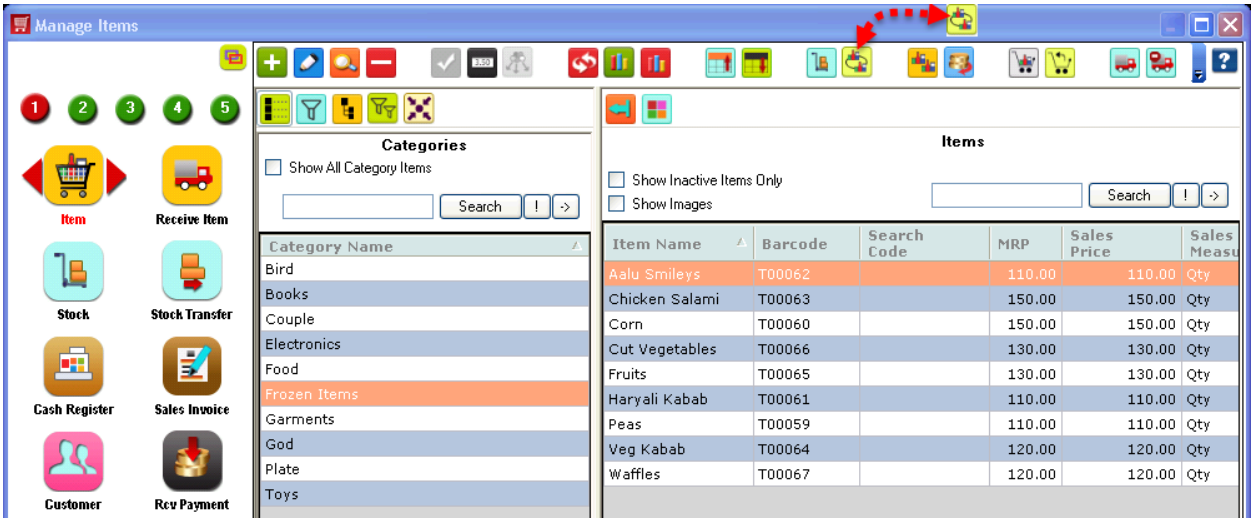
1. Run **HDPOS smart**. Click on the **Set-Up** button in the main screen.



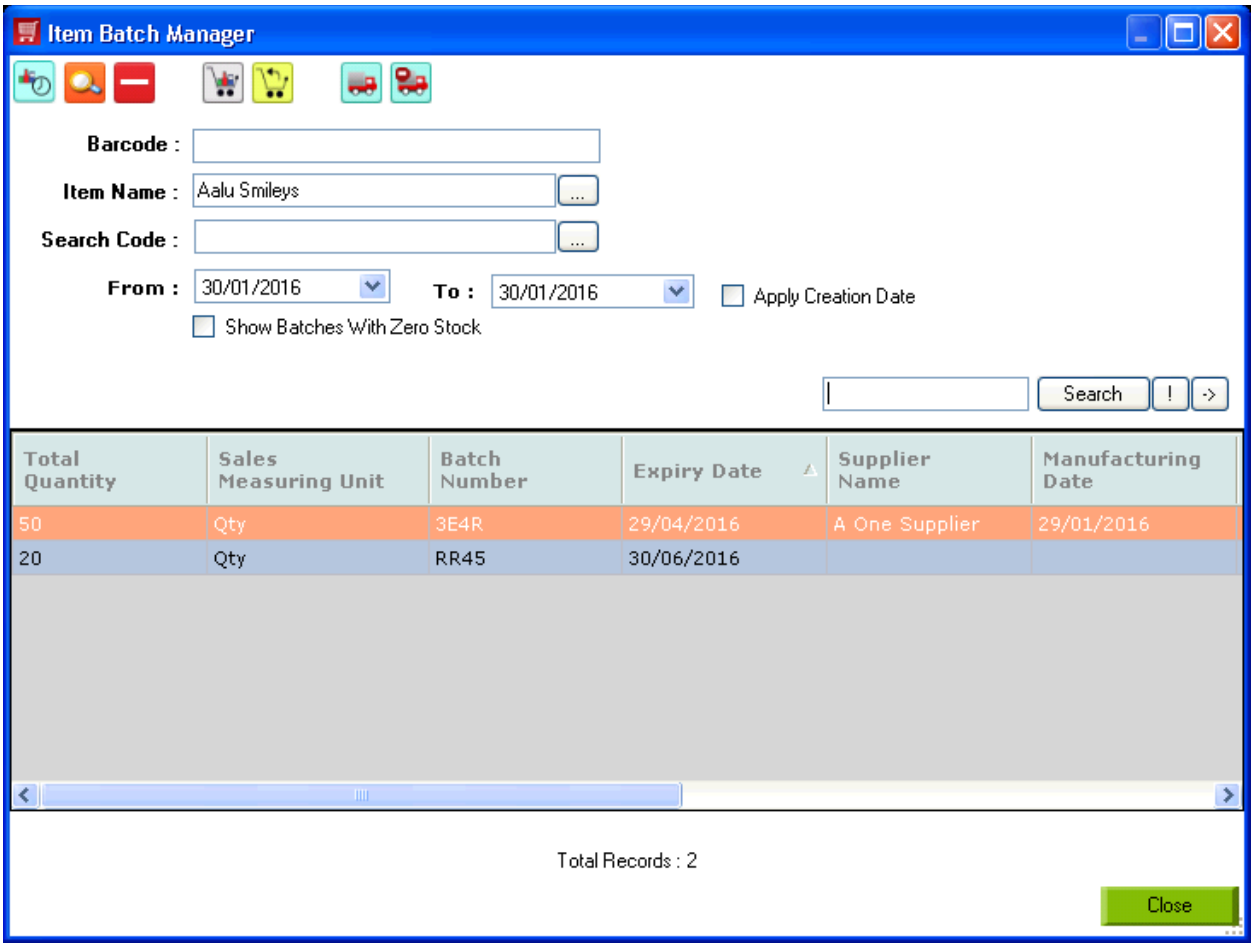
2. In 1st page of Set-Up, click on **Item**.



3. From **Manage Items** screen,
    - Select an item for which you want to batch details.
    - Click on **Show Batch Detail** button from the tool strip.



4. You will see **Item Batch Manager** screen as shown below.



5. In the screen , you can see the buttons for
    - **Update Batch details:** If you want to update batch details like batch number or expiry date, you can do it by clicking on this button.
    - **View Item Batch Detail:** By clicking on this button, you can simply view the batch details of the selected batch.
    - **Delete Item Batch Detail:** You can delete item batch details by clicking on this button. Once a transaction is made with any batch, you won't be able to delete that batch.
    - **Item Batch Sales History:** Click on this button to see **Sales Invoice Manager** screen that shows all the invoices in which the selected batch item is sold.
    - **Item Batch Sales Return History:** Click on this button to see **Return Item Manager** screen that shows all the invoices in which the selected batch item is returned.
    - **Item Batch Purchase History:** Click on this button to see **Receive Item Manager** screen that shows all the invoices in which the selected batch item is purchased.
    - **Item Batch Purchase Return History:** Click on this button to see **Purchase Return Manager** screen that shows all the invoices in which the selected batch item is returned back to the supplier.