

TIP SHEET – CREATING & CHANGING PRICE GROUPS

This Tip-sheet assumes your basic pricing structure (Margins/Mark-ups) has already been established.

This Tip Sheet covers;

- 1. Creating a new Price Group
- 2. Moving Product from one Price Group to another
- 3. Updating Selling Prices
- 4. Printing Labels

CREATE (or Edit) NEW PRICE GROUPS

Go to PRODUCT SERVICES > PRICE GROUPS

Rins								POS M	anager V 2	015.01.27						- 0 ×
File	Setup Product S	ervice	Personnel	Vendors C	Customers In	ventory Report	s Analysis & P	rediction Uti	ility (for All)	Utility						
	Product	•					Begin Period f	or Apr 1, 201	14 Pi	rice List & LT	D for Apr 1, 201	5				
	Category Size		Rece	ive	Orders	Activate	Create Labels	Daily	Top Seller	Bottom Seller	(Inventory) Add Closing Count	(Inventory) Edit Closing Count	Receipt	Price List	Discount	Begin
	Size Group		² Invoi	ces Pen	nding / His	New Prices	Labels	Reports	Report	Report	Closing Count	Closing Count	Messages	Update	Scheduler	Period
	Prices Info	*														
	Price Changes	•														
	Price list Price Groups															
	Cost Groups															
		+														
	Labels	,														
	Baskets															
	Discounts by	•														
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Log	n as administrator			C:\Barnet\P	POS\POSSetup	.exe [201	5-03-14 1:32:20	AM]								

Click on the (+) symbol to n Period for Apr 1, 2014 Price List & LTO for Apr 1, 2019 create a new PRICE GROUP or Rin S Price Group 💠 😒 🗕 🖾 🗂 🍜 🗙 🗖 Cost Group Use 🔽 Category Group Use select the an existing GROUP Margin Amount of Base Cost Net Cost Mark Up % of Base Cost Margin % of Net Price Group ID Description Round up Category Group to update/change existing info; From Τn 8 Mark Up 8 % 8% 0.00 .X5 10 10% 11 11% 12 12% 0.00 10% 11% 12% 13% 15% 16% 17% 18% 19% Fill-in or Edit: 0.00 13 13 3 -Group ID (Name of Margin 0.00 16 16 2 Group) 17 17 1 0.00 0.00 -Description (Typically the 9 19 2 0.00 20 20% 21 21% 20% 21% 0.00 margin% or some other 24 Description 24% Group ID identifier, ie: 24% BEER) Mark Up % of Base Cost 0.00% Margin Amount of Base Cost 0.00 Margin % (Net Price) 24.00 -Add the Margin % Category group - 🤣 -Select the ROUND UP method Round Up Price1= Base Cost C .XX C .X0 • .X5 0.99 0.25 C none -SAVE 4 | F [Insert Save Close

(*Make sure the Mark-up % of Base Cost and Margin Amount of Base Cost are set at 0.00)

3. <u>Moving Product from one Price Group to another using the APPLY FOR ALL function (From PRODUCT</u> MAINTENANCE)

First, make sure the PRICE GROUP column is visible. From FIELDS, tick the PRICE GROUP ID box to make sure that column is visible in the Product Grid.

<u> </u>	- 0	10 1.1.1.1.1	,	Fields	/ -	v 8 🛐					-					
	w re-packing i		Show LTO for 2015-04-01	🗸 Don't		Pin8	Fields li	ct .	×	ltems coun	t					
			and 🥅 Show SPEC Items	🔲 Show												
Sho	w delisted Iter	ns only	🔲 Show zero on hand only	🗖 Show	Tasti	Load setting	s Delete setting	s								
C	SPC ID	Product ID	Description	Size		☐ All field ✓ Size	s			Net Cost	Base Cost	Margin %	Mark Up % by Base Cost	Vend	or Out of stock	Fla
	12344	12344	CREDIT ON INVOICE	EA	CREI	Colour				0.00	0.00	0.0	0	MISC SUPPLIEF		
	88888		GIFT CARD	EA	GiftC	✓ Catego	n/			0.00	0.00	0.0				
	2667		GREENS - TRIPLE ALE GLUTEN FREE	500ML	Beer	Group	.,			4.93	6.75	26.8		BCLDB		
	7880		JOHNNIE WALKER · 12 YEAR OLD BLA	750ML	Beer	Cond. C				40.16	54.99	30.8		BCLDB		
	11130		DEWARS - WHITE LABEL	750ML		Price G				17.35	23.75	26.9		BCLDB		
	14217		DESCHUTES - INVERSION IPA	355ML	Beer	Price1	Toup ID			11.53	15.79	25.5		BCLDB		
	17517	8410700001641		330ML	Beer		/Deposit			10.22	13.99	26.8		BCLDB		
	29827		OSKAR BLUES - DALES PALE ALE CAN		Beer		ost w/Deposit			10.41	14.25	31.8		BCLDB	Ē	
	30221		FLOREFFE MELIOR	330ML	Beer	Price2	ost mpeposit			2.56	3.50	26.4		BCLDB		
	30239		FLOREFFE DOUBLE	330ML	Beer	New pri	ice			1.42	1.95	56.9		BCLDB		
	33464		ESTRELLA DAMM DAURA	330ML	Beer	Old pric				8.76	11.99	27.0		BCLDB	v	
	47829		EFES PILSENER TALL CAN	500ML	Beer	✓ Net Cos				1.58	2.17	20.8		BCLDB		
	49460		NOGNE O SUNTU RNBREW BOURBON		Beer	Base C				6.25	8.55	27.0		BCLDB		
	53140		HAVANA CLUB - 7 YEAR OLD	750ML	Beer	Old bas				24.83	33.99	22.4		BCLDB	Ē	
	55103		DOUGLAS LAING - KING OF SCOTS	700ML	Beer	✓ Margin				20.82	28.50	37.9		BCLDB	Ē	
	56523	9421012620122		750ML	Beer		p % by Base (`net		20.44	27.99	27.0		BCLDB		
	64717		SAUVIGNON BLANC - OBIKWA	750ML	Beer		se purch. cos			7.30	9.99	18.9		BCLDB	Ē	
	79053		BRUICHLADDICH - CUVEE 640 EROICA		Beer		t purch. cost			153.38	209.99	27.0		BCLDB		
	82180		TEQUILA CELESTIAL - REPOSADO	750ML	Beer		rk Up % by las	st nurch er	het	55.27	75.67	27.0		BCLDB	Ē	
	103499		FERNIE SAP SUCKER MAPLE PORTER		Beer	✓ Vendor		st purch. cc	,a.	4.02	5.50	23.6		BCLDB		
	106070		TREE VERTICAL WINTER ALE	6PB	Beer	Agent				9.13	12.50	29.5		BCLDB		
	106120		BASIL HAYDENS - 8 YEAR OLD KENTU		Beer	GST 5%	,			36.49	49.95	27.0		BCLDB		
	113886		PINOT NOIR · DOMAINE DE VALMOISS		Beer	□ GST 52				18.25	24.99	27.0		BCLDB		
	114652		PHILLIPS - HOPERATION TRIPPLE CRO		Beer					4.02	5.50	26.6		BCLDB		
	115212		CABERN ET SAUVIGNON - CANNONBA		Beer		10%			21.17	28.99	18.6		BCLDB		
	115436		TREE KELOWNA PILSNER	500ML	Beer	Tax Inc	ludo			1.45	1.99	35.9		BCLDB		
	115501		TREE BEAVER	500ML	Beer	Period				1.64	2.25	31.3		BCLDB		
	117804		SIERRA NEVADA TORPEDO EXTRA IP/		Beer	Period Period				4.57	6.25	19.9		BCLDB		
	119651		CARMENERE CABERNET SAUVIGNON		Beer	Period	2		×	6.05	8.29	26.7		BCLDB		
	122291		MOUNT GAY - ECLIPSE SILVER	750ML	Beer					19.71	26.99	26.9		BCLDB		
	131110		GRAPPA DI BRUNELLO DI MONTALCIN		Beer	Save as		эк 🔰 б	Cancel	64.93	26.33	26.5		BCLDB		
	132332		PINOT GRIGIO - ANCORA	700ML	Beer					11.65	15.95	24.3		BCLDB		
	133744		CHARDONNAY/VIOGNIER RESERVE	750ML	Beer		Beer	15	11.50	7.30	9.99	27.2		BCLDB		
	134676		FLOR DE CANA - 5 YEAR OLD BLACK L		Beer		Beer	15	31.05	20.44	27.99	24.3		BCLDB		
	134070	20304300042	LOT DE CANA - 5 TEAN OLD BLACK L	TOOML	Deer	Jan	0001	15	31.00	20.44	27.33	24.3	10.33	DCLDD		

Next, load the product to change. There are many ways to do this; sort by size, description, group, category, etc. For this example, we are using CATEGORY and SIZE. Type the desired CATEGORY into the SEARCH box, (ie: BEER DOMESTIC) then sort Product by SIZE (Click on "SIZE"). This will group like products from the selected category.

					Produ	ct								
ply Price As Bonus	Apply staff price as	Apply base cost as price Cre	ate Labels	Price list Barcod	es Network									_
M - D -		beer dom	📓 Fields		_									
			Fields	- ™ 2										
Show re-packing i	items only	Show LTO for 2015-04-01	🔽 Don't	show Deposit	🔲 No Or	hand recalc	ulation	Items cour	nt					
Don't show delist	ed Items with 0 Onh	and 🔲 Show SPEC Items	🗖 Show	discounted items	only		_							
Show delisted Iter	ms only	Show zero on hand only	Show	Tasting Notes or	alv .									
CSPC ID	Product ID	Description	Size 🗸	Category	Group	Price Group ID	Price1	Net Cost	Base Cost	Margin %	Mark Up % by Base	Vendor	Out of stock	Fla
			-			-					Cost			
893727		COORS BANQUET	12AR	Beer Domestic	Beer	18	28.65	15.33	20.99	38.5				
906636		COORS LIGHT	12AR	Beer Domestic	Beer	18	27.10		18.99	41.1				
863944		BUD LIGHT LIME	12AR	Beer Domestic	Beer	18	27.95		25.49	23.4				
904805	56327073258		12AR	Beer Domestic	Beer	18	27.10		18.99	41.1				
908376	62067374241		12AR	Beer Domestic	Beer	18	27.10		22.99	32.5		DELIST		
905562	62067335242		12AR	Beer Domestic	Beer	18	27.10		23.75	26.4		DELIST		
900118	56327072558		12PB	Beer Domestic	Beer	18	27.10		23.49	27.2				
908624	62067567025	BUD LIGHT	12PB	Beer Domestic	Beer	18	27.10		23.49	27.2				
118554	56327005709	MOLSON CANADIAN 67	12PB	Beer Domestic	Beer	18	27.95	17.52	23.99	27.9	16.51	BDL		
906578	56327182554	COORS LIGHT	12PB	Beer Domestic	Beer	18	27.10	17.16	23.49	27.2	15.37	BDL		
902627	62067335020	BUDWEISER	12PB	Beer Domestic	Beer	18	27.10	17.16	23.49	27.2	15.37	BDL		
903187	62067374029	KOKANEE	12PB	Beer Domestic	Beer	18	27.10	17.16	23.49	27.2	15.37	BDL		
607614	18200149900	BUD LIGHT LIME	12PB	Beer Domestic	Beer	18	30.30	18.62	25.49	29.3	18.87	BDL		
929620	56327183278	COORS LIGHT	15AB	Beer Domestic	Beer	18	29.20	16.79	22.99	33.9	27.01	BDL		
945543	62067374371	KOKANEE	15AB	Beer Domestic	Beer	18	29.20	16.79	22.99	33.9	27.01	BDL		
925222	62067335372	BUDWEISER	15AB	Beer Domestic	Beer	18	29.20	16.79	22.99	33.9	27.01	BDL		
131094	62067200700	BUDWIESER CANUCKS 15AR	15AB	Beer Domestic	Beer	18	29.20	16.79	22.99	33.9	27.01	BDL		
923318	56327073272	CANADIAN	15AB	Beer Domestic	Beer	18	26.30	16.79	22.99	26.6	14.4	BDL		
683847	62067567377	BUD LIGHT	15AB	Beer Domestic	Beer	18	29.20	16.79	22.99	33.9				
691378	56327182578	COORS LT 15 FOR 12	15PB	Beer Domestic	Beer	18	27.15	18.62	25.49	21.1		DELIST		
850230		CANADIAN 15 FOR 12	15PB	Beer Domestic	Beer	18	27.15		25.49	21.1		DELIST		
923714		CANADIAN 15+3	18AB	Beer Domestic	Beer	18	33.00		29.99	23.7		DELIST		
739128		BUDWEISER 15+3	18AB	Beer Domestic	Beer	18	33.00	21.90	29.99	23.7		DELIST		
904375	56327072565		18PB	Beer Domestic	Beer	18	38.90		34.69	25.1				
903351	62067335044		18PB	Beer Domestic	Beer	18	38.90		34.69	25.1				
915199	62067374043		18PB	Beer Domestic	Beer	18	38.90	25.34	34.69	25.1				
919272	C2007374043		2460	Rear Domestic	Poor	10	47.90		20,00	20.1				

>Highlight the GROUP ID for the product to update
 >Click APPLY FOR ALL (Make sure the FIELD reads, Price Group ID)
 >Select the new Price Group VALUE
 >Click OK to save

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now re-packing		Show LTO for 2015-04-01		't show Deposit		hand recalcu	ulation	Items cour	х.					
on't show delist now delisted Ite	ed Items with 0 Onh	and Show SPEC Items Show zero on hand only		w discounted items w Tasting Notes onl	-									
iow delisted ite				H lasting Hotes on	y 						Mark Up			
CSPC ID	Product ID	Description	Size	Category	Group	Price Group ID	Price1	Net Cost	Base Cost	Margin %	% by Base Cost	Vendor	Out of stock	FI
906560		COORS LIGHT	6PB	Beer Domestic	Beer	24	15.00	9.49	12.99	27.3				
906644		COORS LIGHT	24AR	Beer Domestic	Beer	18	46.90	26.65	36.49	34.6				
683748		COORS LIGHT 8AR	8AR	Beer Domestic	Beer	0	15.15		14.29	20.8				
745307		COORS LIGHT ICEDT	6PB	Beer Domestic	Beer	24	15.00		10.79	39.6				
906628		COORS LIGHT REPACKING	6AR	Beer Domestic	Beer	0	14.15		9.69	42.5				
906669		COORS LIGHT TALL ONC	6AL	Beer Domestic	Beer	24	18.45	11.90	16.29	25.8		BDL BEPACKING		
1906669 240606		COORS LIGHT TALL SNG COORS LIGHT WIDEMOU			Apply for					× 23.9				
240606		COODC T 15 COD 12	-		11.5	. un				21.1		DELIST		
254946					Value					32.5				
945543	62067374371		Group ID	-					-	33.9				
903187	62067374029				25%				^	27.2				
915199	62067374043	HIGH	lection in a	rid	26% 30%					25.1	12.14			
919373	62067374401	KOKANEE	teqory	no.	42%					36.0	31.27	BDL		
694257	62067374463		logoly	_	45% Test					26.6				
903179	62067374036				50 % Mark Up 8 %					25.5				
908376	62067374241				Mark Up LTO F	reeze			~	32.5				
49601		KOKANEE GOLD						UK		10.0				
691089		KOKANEE GOLD	1010							27.3				
909564 904664		KOKANEE LIGHT KOKANEE REPACKING	6AR 6AR	Beer Domestic Beer Domestic	Beer Beer	24	14.65 14.15		12.99 9.69	25.5 42.5				
904664 8904664		KOKANEE REPACKING	8AR	Beer Domestic	Beer	0	14.15		9.69	42.5				
1904664		KOKANEE SNG	SC	Beer Domestic	Beer	240	2.00		12.23	27.0		DDL		
904771		KOKANEE TALL	6AL	Beer Domestic	Beer	240	18.45		16.29	27.0		BDI		
1904771		KOKANEE TALL SNG	SC	Beer Domestic	Beer	240	2.85		2.58	23.9		REPACKING		
591701		LABATT BUD SHOTS	6AR	Beer Domestic	Beer	190	9.95		7.69	35.1	29.39			
1591701		LABATT BUD SHOTS SC	SC	Beer Domestic	Beer	0	2.40		1.38	51.6	73.91	REPACKING		
74898		MICHELOB ULTRA	6PB	Beer Domestic	Beer	24	15.50		12.99	29.6				
588582	56327009035	MOLSON - CANADIAN VICTORY BOT	IL 650ML	Beer Domestic	Beer	23	5.20	3.10	4.25	31.4	22.35	BDL		
118554	56327005709	MOLSON CANADIAN 67	12PB	Beer Domestic	Beer	18	27.95	17.52	23.99	27.9				
118521		MOLSON CANADIAN 67	6PB	Beer Domestic	Beer	22	14.60		12.99	19.9				
699017		MOLSON COLD SHOTS	8AR	Beer Domestic	Beer	24	11.90	7.48	10.24	27.7				
3902627		TEST BUDWEISER 12PB	12PB	Beer Domestic	Beer	99	27.10		23.49	27.2				
3902627 3900118		TEST BUDWEISER 12PB TEST CANADIAN	12PB 12PB	Beer Domestic Beer Domestic	Beer	99 18	27.10		23.49 23.49	27.2				

Updates have only been made to product PRICE GROUPS. No selling prices have been impacted at this point. To update selling prices as you receive product, no further action is needed. (You will be flagged to update selling prices as product is received at a new cost.)

4. To Update Selling Prices immediately after adding/updating a PRICE GROUP go to:

>PRODUCT SERVICE

>PRICECHANGES

>Update Selling Prices >by Selling Price Groups

8							PC	DS Mai	nager V 2015.0	1.27					- 0
iles Setup Product Service	F	Personnel Vendors	<u>C</u> ustomers <u>I</u> nve	ento	y <u>R</u> eports	Analysis & Pred	iction	Utilit	y (for All) Utility						
Product >					B	egin Period for	Apr 1	1, 2014	Price Lis	t & LTO for Apr	1, 2015				
Category Size Size Group	2	Orders Pending/History	Invoices Receive/History		Activate Iew Prices	Create Labels		aily ports	Top Seller Report	Bottom Seller Report	(Inventory) Add Closing Count	(Inventory) Edit Closing Count	Price List Update	Begin Period	LRS Cost Change Report
Prices Info +				_											
Price Changes 🕨		Update by Liquo	or Price List					_							
Price list		Update selling p	rices 🕨	1	by categori	·									
Price Groups		New Prices Man	agement		by vendors										
Cost Groups		LTO End			by selling p	rices groups									
Labels >	Γ				by cost gro by staff pric										
Baskets	L			-	by start price			1							
Discounts by +															
Points Scheduler															

Every product/group is loaded by default. Unless every product sold is being updated, CLEAR ALL price groups then ADD the PRICE GROUP(S) TO UPDATE Most info is set by default. Verify that the Round-up method is selcted. Click OK to Save. (Please note, no prices have actually been updated yet. There will be a chance to review, activate and abandon changes.)

Rins							ager V 2015.0	1.27					- 0 ×
<u>Files</u> <u>S</u> etup F	Product <u>Service</u> P	ersonnel Vendors	<u>Customers</u> Inve	2 - 1									
	1	1		B	egin Period for	Apr 1, 2014		t & LTO for Apr	1			1	
Product Maintenance	Re-Or <u>d</u> er V.2	Orders Pending/History	Invoices Receive/History	Activate New Prices	Create Labels	Daily Reports	T op Seller Report	Bottom Seller Report	(Inventory) Add Closing Count	(Inventory) Edit Closing Count	Price List Update	Begin Period	LRS Cost Change Report
Discount Scheduler	Receipt Messages												
		1	Price g 452 Formul (* Price	roups fest	8:30:00 AM	Add Clear Jear All	Selling price Price 1 Round Up selling X0 Formula type Fast	B Updates om Price groups C J price 39 C	Price 2 .25 default Advanced	Cancel			Claamet

The ACTIVATE NEW SELLING PRICES window will open. Highlight items to

-ACTIVATE NEW SELLING PRICES (to accept and activate the new suggested Selling Price) or

-ABANDON CHANGES (to deny and abandon the new suggested selling price.)

		Ad		○ Sho	ow all	C	Show de	ecreas	ed prices	⊖ She	ow in	creased	prices													
		Clear											Apply]												
roduct	CSPC	Description	.On	Status	Out of	Sel	ling Pric	e	Bas	e Cost		Margin	Margin by	Date Activate	Category ID	LTO			D				D	iscount		Vendor
ID	ID		Hand		Stock	Existing	j ugge:	%	Old	New	%		existing price			Amount	Date Start	Date Finish	%	Amount	Date Start	Date Finish				
		TEST CANADIAN		G	0		35.90		0.00	23.49		45.03		2015-04-05 8:30:00					0	0			BDL			
		BUDWEISER TEST		X	0		5 19.85		0.00		100	45.02		2015-04-05 8:30:00					0	0			BDL			
		TEST BUDWEISER 12PB		G	0		35.90		0.00	23.49		45.03		2015-04-05 8:30:00					0	0			BDL			
1222 878		TEST test 87878	0		0	12.10			0.00	10.00	100	45.06 45.01		2015-04-05 8:30:00 2015-04-05 8:30:00					3		2012-12-27	2013-02-1				
	0/0/8	1621 01010	U	,	U	23.UU	30.55	2.026	0.00	20.00	100	45.01	26.36	2010-04-05 8:30:00	J VEL DEER				U	0			DELIST			

Tip: Select either DECREASED or INCREASED prices to sort product. Typically, product with an INCREASE requires more immediate action. Prices with a DECREASE may or may not warrant a selling price update. (You may not want to pass on all LTO's.)

5. Print Labels –Go to

>Product Services

>Labels

>New Activated Prices For Labels

Rins							POS Man	ager V 2015.0	1.27					- 🗇 🗙
<u>F</u> iles <u>S</u> etu	up Product S	ervice	Personnel Vendors	s <u>C</u> ustomers <u>I</u> nve	entory <u>R</u> eports	Analysis & Pred	liction Utility	(for All) Utility						
Produ	uct	•	L		В	egin Period for	Apr 1, 2014	Price Lis	t<O for Apr	1, 2015				
Categ Size Size G	gory Group		2 Orders Pending/History	Invoices Receive/History	Activate New Prices	Create Labels	Daily Reports	T op Seller Report	Bottom Seller Report	(Inventory) Add Closing Count	(Inventory) Edit Closing Count	Price List Update	Begin Period	LRS Cost Change Report
Price Price Price	s Info Changes list Groups Groups	*												
Label	ls	×	Create Labels											
Baske	ets		New activated p	rices for labels ed prices for labels										
	ounts by ts Scheduler	•	Last LDB Update											

>Highlight specific product or select "FOR ALL ITEMS" >Click CREATE LABLES

		\smile	Product	Price	<u>.</u>			Discount	
	ID	CSPC ID	Description	Price	Category	%	Amount	Date Start	Date Finish
3	802619	3902619	BUDWEISER TEST	19.85	BEER DOMES	0	C	1	
5	6327005693	118521	MOLSON CANADIAN 67	14.60	BEER DOMES	0	C		
3	902627	3902627	TEST BUDWEISER 12PB	35.90	BEER DOMES	0	C		
3!	900118	3900118	TEST CANADIAN	35.90	BEER DOMES	0	C		
1	11222	111222	TEST	15.70	DEL BEER	3	C	2012-12-27 2:40:00	2013-02-13 7:20:0
37	7878	87878	test 87878	30.55	DEL BEER	0	0		

-END