



How to add Images to an Item?

Adding images to an item makes identification of the item quicker. Adding images is a very useful feature especially for garment industries, footwear shops etc. where you can easily identify if there is an item in stock with its image. Images are also useful when you want to get your shop online. It helps users quickly identify the item they are looking for.

To add **Images** in HDPOS lite, follow the below steps:

1. Run **HDPOS lite**.
2. Click on **Set-up** button from **Main Screen**.

| SNo | Item Name | Measuring Unit | Search code | Quantity | MRP | Price |
|-----|-----------|----------------|-------------|----------|-----|-------|
|-----|-----------|----------------|-------------|----------|-----|-------|



3. Click on **Items**

Set-Up

Items GRN

Customers Employees

Suppliers Sales Invoices

Financial Acco... Financial Trans...

Manage Stock Sales Returns

Stock Transacti... Manage Estimate

Tax Manager GRN Returns

Manage Reports Settings

Welcome to Set-Up

Please make your selection from the left side

Check out the higher versions of this product with lot more features at <http://www.hdpos.in>

Backup Database Restore Database Load Sample Database

Go Back To Main Screen About Us

4. From **Manage Items** screen, click on **Add Item** button.

Manage Items

Items GRN

Customers Employees

Suppliers Sales Invoices

Financial Acco... Financial Trans...

Manage Stock Sales Returns

Stock Transacti... Manage Estimate

Tax Manager GRN Returns

Manage Reports Settings

Categories

Show All Category Items

Show Inactive Items Only Show Images

Search

| Image | Item Name | Barcode | Search Code | MRP | Sales Price |
|-------|------------------------------------|---------|-------------|-------|-------------|
| | Americana Butter Cookies | T00022 | | 19.65 | 19.65 |
| | Good Day Rich Butter Cookies | T00024 | | 40 | 40 |
| | Hide & Seek Chocolate Chip Cookies | T00021 | | 40 | 40 |
| | Kaju Badam Cookies | T00020 | | 20 | 20 |

Total Records : 7

Total Records : 8

Backup Database Restore Database Load Sample Database

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5. In the **Add New item** screen, click on **Add Photo** link to add an item image.

Add New Item

[Add Photo](#) [Remove Photo](#)

Barcode :

Name :

Item Unique Name :

Category : ... Search Code :

Item Attributes

Is Active Not For Sale Is Purchased Is Service Item

Is Measured at the time of sale Weighing scale used while selling

Tax Detail

Tax paid while purchasing : ...

Tax collected while selling : ...

My Sales Price Includes Tax

Opening Stock :

Description :

Purchase Measuring Unit : ...

Sales Measuring Unit : ...

1 Purchase unit is equal to : Sales Units.

Check out the higher versions of this product with lot more features at <http://www.hdpos.in>

Pricing

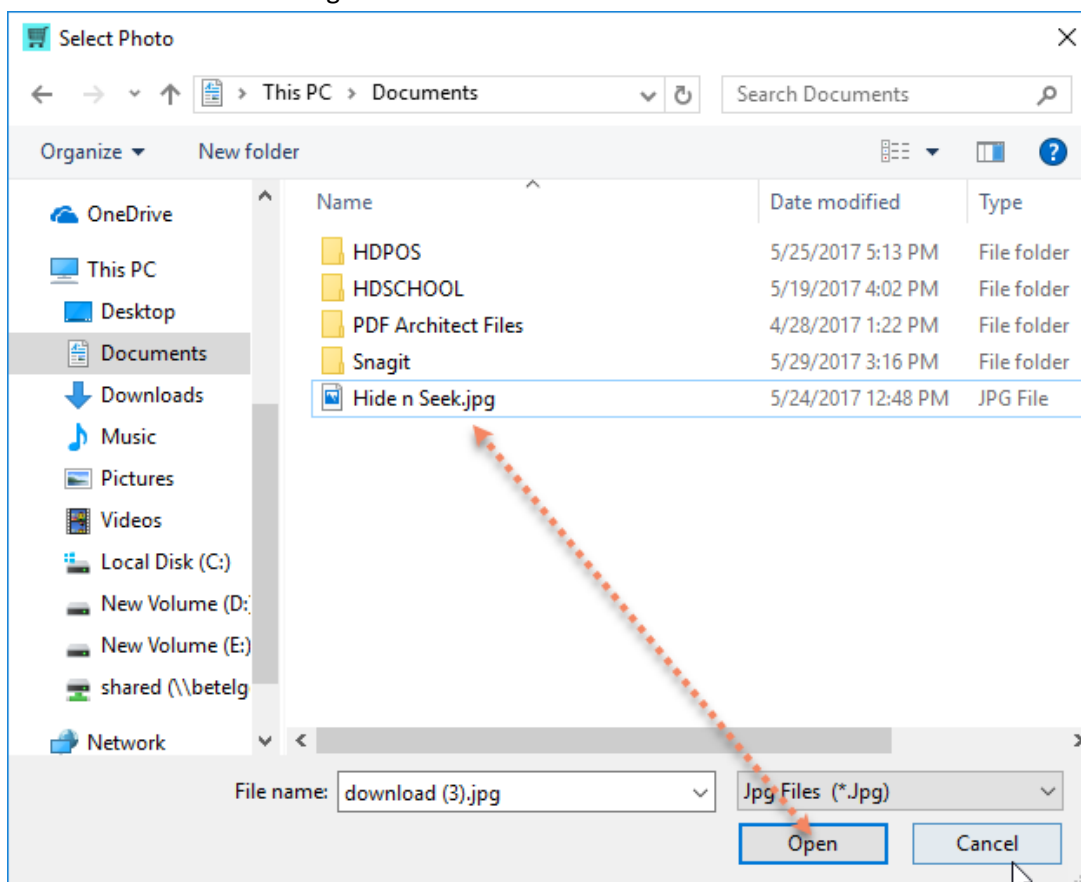
Last Purchase Unit Price :

Sales Price Before Tax :

Sales Price (My MRP) :

MRP (Printed MRP) :

6. **Select Item Photo** screen will appear as shown below. Select the image and click on **Open** button to add the item image.






7. The image will appear in the **Add Item Screen**, click on **Create** button to save the item with the image.

Add New Item

[Change Photo](#) [Remove Photo](#)



Barcode : T00084 [Define my own](#)

Name : Hide & Seek Chocolate Chip Cookies [Item Name Template](#)

Item Unique Name : Hide Seek Chocolate Chip Cookies

Category : Biscuits & Cookies [...](#) Search Code :

Item Attributes

Is Active Not For Sale Is Purchased Is Service Item

Is Measured at the time of sale Weighing scale used while selling

Tax Detail

Tax paid while purchasing : GST@12 [...](#)

Tax collected while selling : GST@12 [...](#)

My Sales Price Includes Tax

Opening Stock : [Add Opening Stock](#)

Description :

Purchase Measuring Unit : Qty [...](#)

Sales Measuring Unit : Qty [...](#)

1 Purchase unit is equal to : 1 Sales Units.

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Pricing

| | |
|----------------------------|-------|
| Last Purchase Unit Price : | 10.00 |
| Sales Price Before Tax : | 15.00 |
| Sales Price (My MRP) : | 16.50 |
| MRP (Printed MRP) : | 16.50 |

[Create & Clone \(F6\)](#) [Create & Continue \(F7\)](#) [Create \(F8\)](#) [Cancel](#)