

How to specify order to scan Barcode?



HDPOS smart Tutorials

In HDPOS smart there are 3 kinds of Barcodes you can add for an Item.

- Barcode field
- Alternate Barcode
- Custom Field Barcode

When you want to scan an item in the main screen, by scanning any of the above barcodes from Barcode field, the order should be specified.

To specify the order to scan Barcode, follow the below steps.

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

The screenshot displays the HDPOS Smart software interface for Hyper Drive Grocery Store. The main window includes a header with the store name, address, and login information. Below the header is a toolbar with various icons. The main area is a table with columns for S No., Barcode, Item Name, Qty / Weight, Measuring Unit, Unit Price with Tax, and Total with Tax. To the right of the table is a vertical panel of buttons for various functions: Change Quantity (F2), Remove Item (F4), Show Stock, Hold Invoice (F6), Pick Held Invoice (F7), Cancel Invoice (F10), Show Tax Details, Show Offer Details (F12), Set-Up, Total (0.00), Discount Included (0.00), Quantity Total (0), Customer, Sales Executive, Express Pay (F5), Pay Now (F8), Estimate (F11), and Save & Print Estimate (Alt F11). A red dashed arrow points from the 'Set-Up' button in the right-hand panel to a separate 'Set-Up' button box on the right.

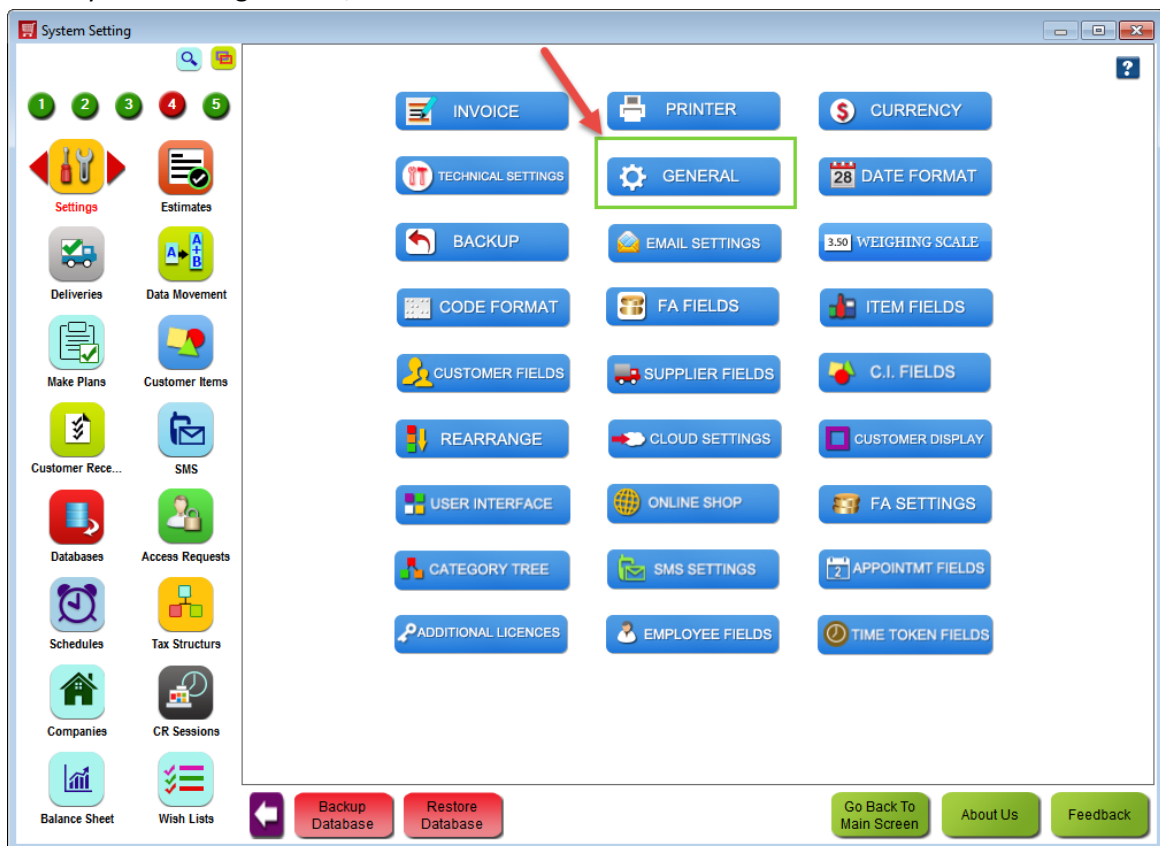




- From the Set-Up screen, go to 4th page. Click on **Settings**.

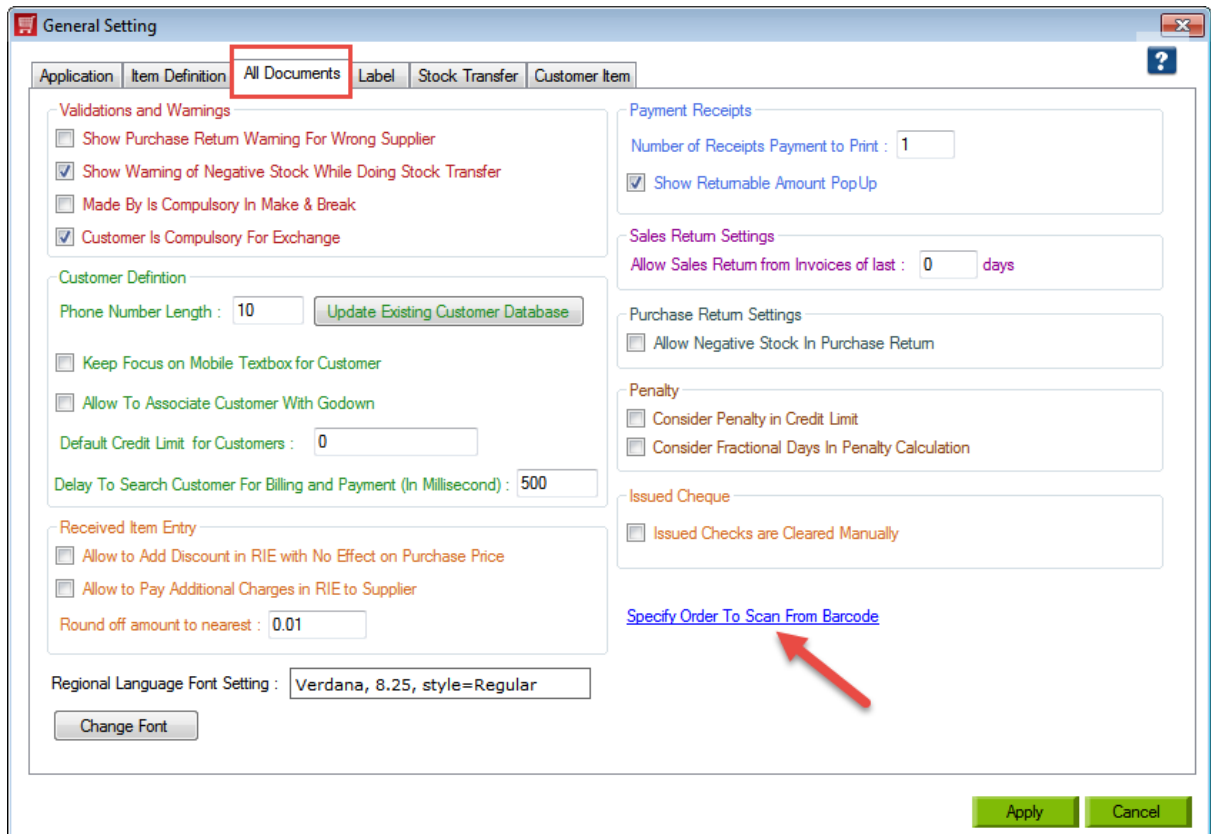


- From System Settings screen, click on **General**.

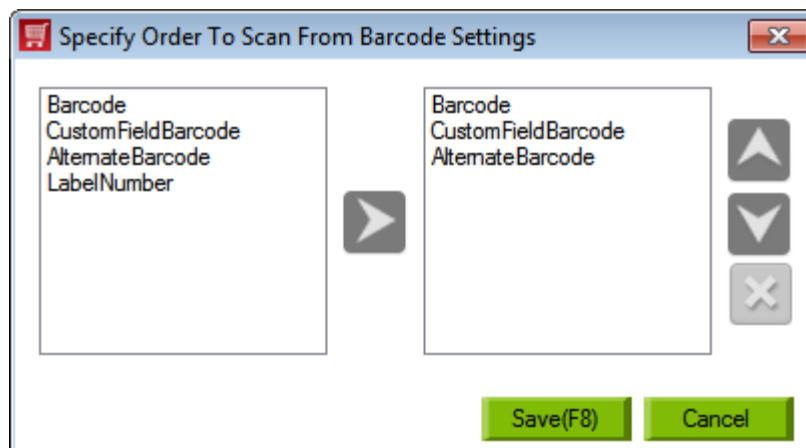






4. In **General Settings** screen, click on **All Documents** tab. Click on the link button **“Specify Order to Scan from Barcode”**.

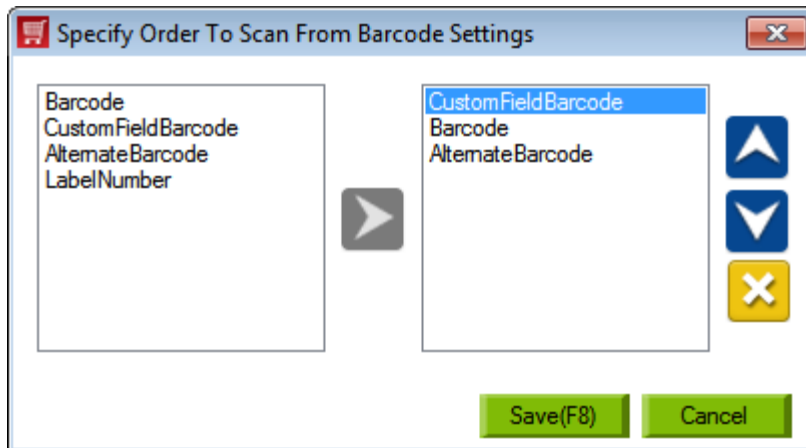



5. You will see the following **Specify Order to Scan from Barcode Settings** screen.
 - a. By default, the order is **Barcode**, **Custom Field Barcode** and **Alternate Barcode**.
When an item is scanned in the main screen from the Barcode field, HDPOS smart will
 - HDPOS smart will first in the group of all **Barcodes** of items defined in the database. If it finds there it will display on the main screen.
 - Otherwise next it will search in the group of all **Custom Field Barcodes** defined in the database. If it finds there that item will be added to main screen.
 - Otherwise next it will search in the group of all **Alternate Barcodes** defined in the database.

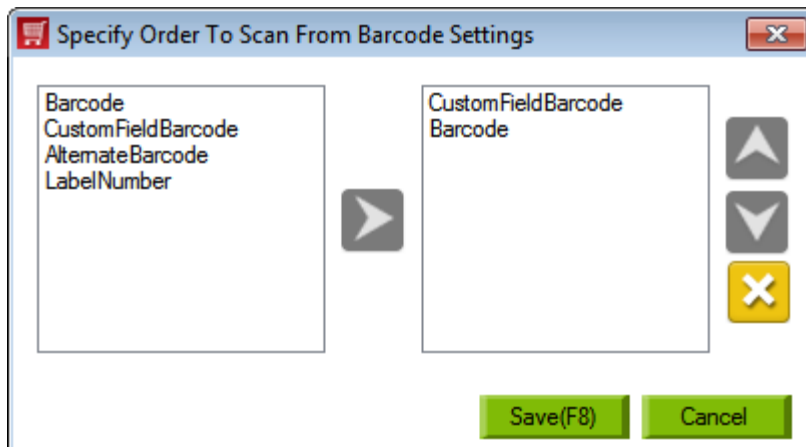




- b. You can change this order by selecting a field and clicking on  ,  . When the order is changed, the search will happen as per the order. As shown in example below the order is search will happen first in **Custom field Barcode**, then **Barcode**, and then **Alternate Barcode**.



- c. You can delete any selected field also by clicking on  . As per below example, the search will happen only in **Custom field Barcode** and **Barcode** fields.



- d. After making required changes, click on **Save** button.

Note: If in the old database(database that is older than this release) of yours , the checkbox **“Give Preference to Custom Field Barcode”** is checked, then the default order in the new database will be shown as **Custom Field Barcode**, **Barcode** and **Alternate Barcode**.