HKB2B Limited

香港灣仔軒尼斯道 48-62 號上海實業大廈 11 樓 1102 室

Room 1102, Shanghai Industrial Investment Building, 48-62 Hennessy Road,

Wan Chai, Hong Kong

Tel: (852) 2520 5128   Fax: (852) 2520 6636

Email: cs@hkb2b.com.hk   Website: http://hkb2b.com.hk

Billing item setup – Beauty Unit

New beauty unit at Master > beauty unit > New

Beauty unit | List | New |

New beauty unit	
Code	BU03 (Maximum 20 characters, must input. Please avoid input ', !, @, $, #, %, ^, &, *, space.)
Name	Massage BU (Maximum 100 characters, must input.)
Description	(Maximum 255 characters)
Division	Unspecified ∨
Brand	Unspecified ∨
Default expiry date	1 Year ∨
Price	List price Item discount Net price $ 700 $ ∨ $700
Discount period	Start date Day ∨ / Month ∨ / 🔲 Expiry date Day ∨ / Month ∨ / 🔲 Quick select ∨
Treatment list setup	○ According to master ● According to invoice
Status	☐ Inactive Active beauty unit is sellable and available for redemption. Inactive beauty unit is not sellable but available for redemption.

Input beauty unit code, name and price. Input other necessary fields if required, system has no input control on other fields.

Sales commission	
Sales group	Commission
Sales	20 % ∨
Sales Trainee	10 % ∨
Sales Manager	30 % ∨

Therapist wages	
Therapist group	Wages
Therapist	0 $ ∨

Press <Submit> to new beauty unit   Submit   Reset   Cancel

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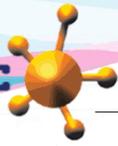
- Code: represent the beauty unit, cannot be duplicated, and it will be displayed on invoice.

- Name: brief description of the beauty unit that will be displayed on invoice.

- Description: detailed description of the beauty unit that will not be displayed on invoice.

- Division / brand: only for classification and analysis puropse. New division/ brand at

  Master > Division/ Brand > New

- Default expiry date: maximum period that the purchased beauty unit can be redeemed. It would be calculated automatically by system on invoice, where authorised user can make appropriate amendments.

- Pirce: includes listed price, item discount, and net price. User may input any list price; an amount deduction or a percentage discount are accepted for item discount and the net price will be calculated automatically by system. The three values will be displayed on invoice that authorised user can make appropriate amendments.

- Discount period: item discount will be displayed in invoice within the effective period if no more additional discount is activeated.

- Treatment list setup: can be setup according to master or invoice.

  According to master, treatment list will be automatically updated according to the changes in master.

  According to invoice, the treatment list will be fixed according to the treatment list which the member has purchased.

- Status: the beauty unit is default as active. Active beauty unit can be sellable and available for redemption. If beauty unit is ticked as inactive, inactive beauty unit will be not sellable, but available for redemption.

H K B 2 B L i m i t e d

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View beauty unit at Master > Beauty unit > List

Input keyword and press [Enter], filtered beauty unit will be displayed according to keyword.

Beauty unit   [List] [New] [ ] [ ] [ ] [ ]

Keyword | BU03 | Input keyword and press [Enter] will filter following list   Beauty unit count : 1

Beauty unit list

Code	Name	Created time	Hide display	Action
BU03	Massage BU	8-Nov-2016 10:43	🔴	[Edit] [Delete]

> Show deleted

Press beauty unit code or name to view beauty unit details

Authorized user can edit and delete beauty unit

Beauty unit details

Code	BU03
Name	Massage BU
SKU	
Description	
Division	Unspecified
Brand	Unspecified
Default expiry date	1 Year
Price	List price Item discount Net price $ 700 Nil discount $ 700
Discount period	Nil discount period
Volume discount	
Treatment list setup	According to invoice
Status	Active Active beauty unit is sellable and available for redemption. Inactive beauty unit is not sellable but available for redemption.
Created time	8-Nov-2016 10:43:31

Sales commission

User group	Commission
Sales	20 %
Sales Trainee	10 %
Sales Manager	30 %

Back | View | Edit | Volume discount | SKU | Treatment list | Delete

View beauty unit page can also edit and delete beauty unit
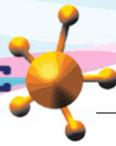
Setup treatment list for member treatment redemptions, all treatments will be displayed in the treatment list for setup.

Back | View | Edit | Volume discount | SKU | **Treatment list** | Delete

> Input code, name and treatment category keyword to filter treatments

> Press shortcut key to set all treatments listed to 1 unit, then make amendments if required.

Code, name and treatment category keyword [   ] Input keyword and press [Enter] will filter following list   Treatment count : 13

Beauty unit treatment list

< Press here to select all treatment and set unit to 1>   < Press here to remove all treatment>

Treatment code	Treatment name	Treatment category	Unit Allow input integer, 0.25, 0.5 and 0.75	Hide display
T01	Treatment A	General Treatment	1.5	●
T02	Treatment B	General Treatment	0.5	●
BODYTREATMENTA	Body Treatment A	SPA Treatment		●
ET01	Eye Treatment A	Eye Treatment		●
ET02	Eye Treatment B	Eye Treatment		●
ET03	Eye Treatment C	Eye Treatment		●
ET04	Eye Treatment D	Eye Treatment		●
ET05	Eye Treatment E	Eye Treatment		●
ET06	Eye Treatment F	Eye Treatment		●
ET07	Eye Treatment G	Eye Treatment		●
ET08	Eye Treatment H	Eye Treatment		●
ET10	Eye Treatment J	Eye Treatment		●
ET09	Eye Treatment I	Eye Treatment		●

> Input unit to set treatment that can be redeemed, allow to input integer, 0.25, 0.5 and 0.75 unit.
> System will automatically update the record after input.
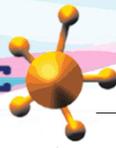
If more than one discount setting is implemented, use <Volume discount>

| Back | View | Edit | Volume discount | SKU | Treatment list | Delete |

New volume discount

Quantity (>=)	5	(Must input)
Unit discount	10	%	(Must input)
Total discount	10	% ∨	(Must input)

Input quantity, unit discount/ total discount.
Press <Add> to update to volume discount list.

➕ Add

Can input more than one volume discounts.

Volume discount list

Quantity (>=)	Unit discount		Total discount		Action
10	200	$ ∨	2000	$ ∨	Delete
5	10	% ∨	10	% ∨	Delete

If beauty unit has more than 1 item code, e.g. item barcode, use <SKU>

| Back | View | Edit | Volume discount | SKU | Treatment list | Delete |

Edit item master

Item code	BU03
Item name	Massage BU
Description	
Category	Nil
Type	Beauty unit
SKU	3 ✕	(Maximu...
SKU		(Maximum 20 characters. Please avoid input ', !, @, $, #, %, ^, &, *, space.)
SKU		(Maximum 20 characters. Please avoid input ', !, @, $, #, %, ^, &, *, space.)
SKU		(Maximum 20 character...
SKU		(Maximum 20 character...
SKU		(Maximum 20 character...
SKU		(Maximum 20 characters. Please avoid input ', !, @, $, #, %, ^, &, *, space.)
SKU		(Maximum 20 characters. Please avoid input ', !, @, $, #, %, ^, &, *, space.)
SKU		(Maximum 20 characters. Please avoid input ', !, @, $, #, %, ^, &, *, space.)
SKU		(Maximum 20 characters. Please avoid input ', !, @, $, #, %, ^, &, *, space.)

Input alternative code, then press <Submit>

SKU can be inputted at invoice and system will
change it into treatment code automatically.
SKU cannot be duplicated with any item codes.

➕ Submit   🔄 Reset   ✕ Cancel