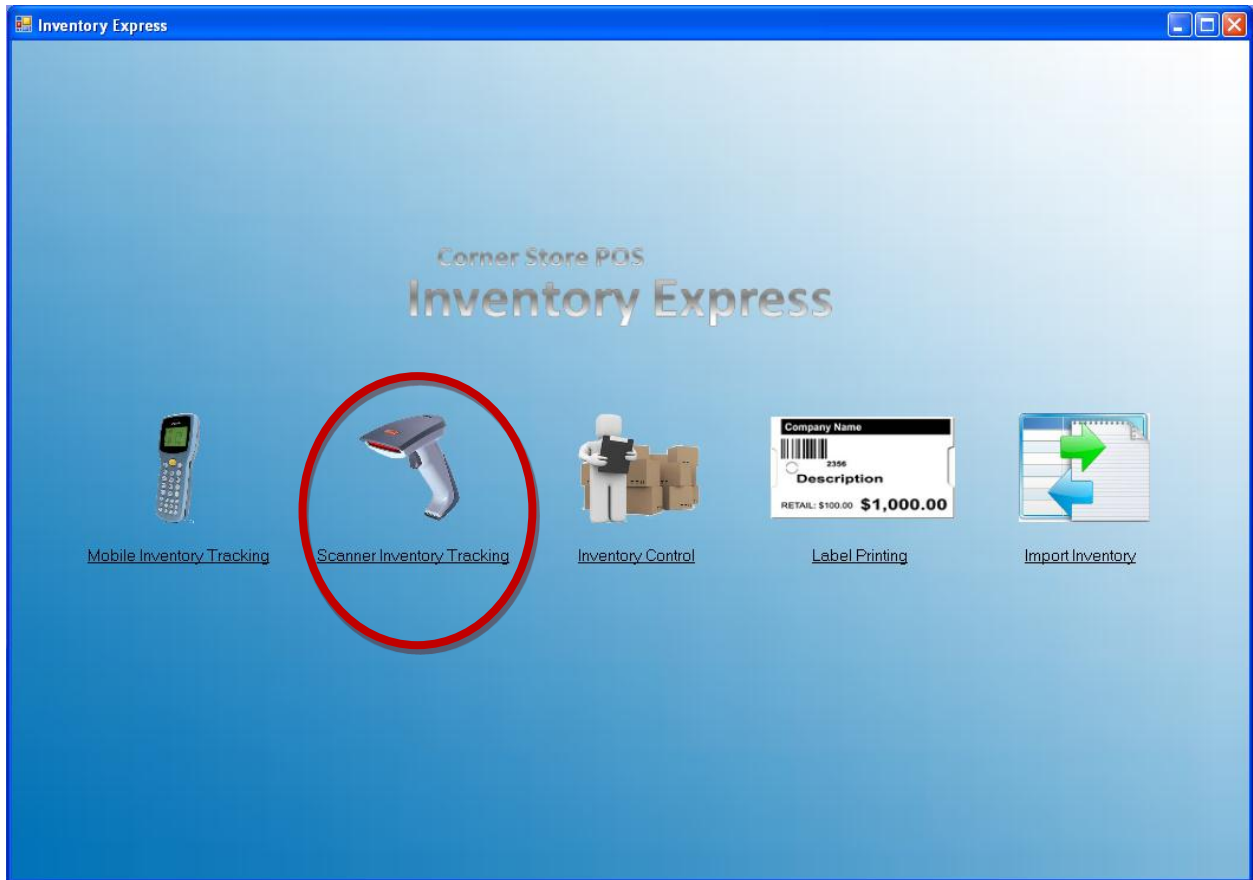


Scanner Inventory Tracking

Open up Inventory Express and click on Scanner Inventory Tracking



This will bring you to a new window with 3 tabs. **Insert Data, Update Data, and Set Properties.**

Insert Data

The screenshot shows a software window titled "Scanner" with a blue title bar and standard window controls. Below the title bar is a tabbed interface with three tabs: "Insert Data" (selected), "Update Data", and "Set Properties". The main content area is titled "Product Details" and contains the instruction "Enter Single Description For All The Items".

The form is divided into several sections:

- Details:** Contains input fields for "Item Name" (with a red error message "Item name is required."), "Cost" (0.0), "Price" (0.0), "Item Stock" (00), and a "Department" dropdown menu (set to "NONE").
- Tax Rates:** A section with three checkboxes labeled "Tax Rate 1", "Tax Rate 2", and "Tax Rate 3", all of which are unchecked.
- Optional Info:** Contains a "Set Deposit Amount" field (0.0) and a "Food Stampable" checkbox (unchecked).
- Check ID:** A section with three checkboxes labeled "Check Id #1", "Check Id #2", and "Check Id #3", all of which are unchecked.

An "Add" button is located at the bottom right of the form area.

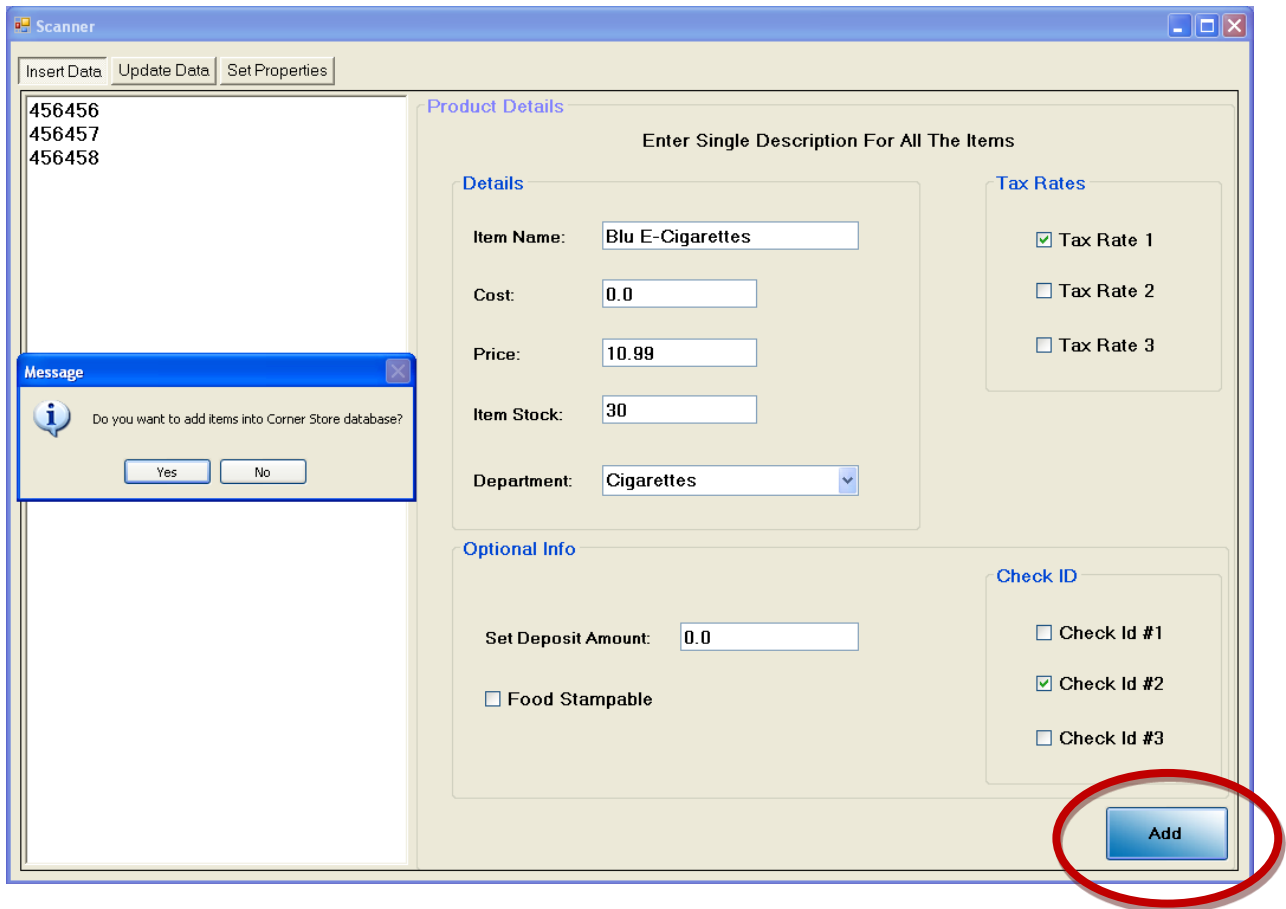
This tab is for adding items together quickly and efficiently. This only applies to items that share a name and price, such as cigarettes, soda, or chips.

How to insert Data:

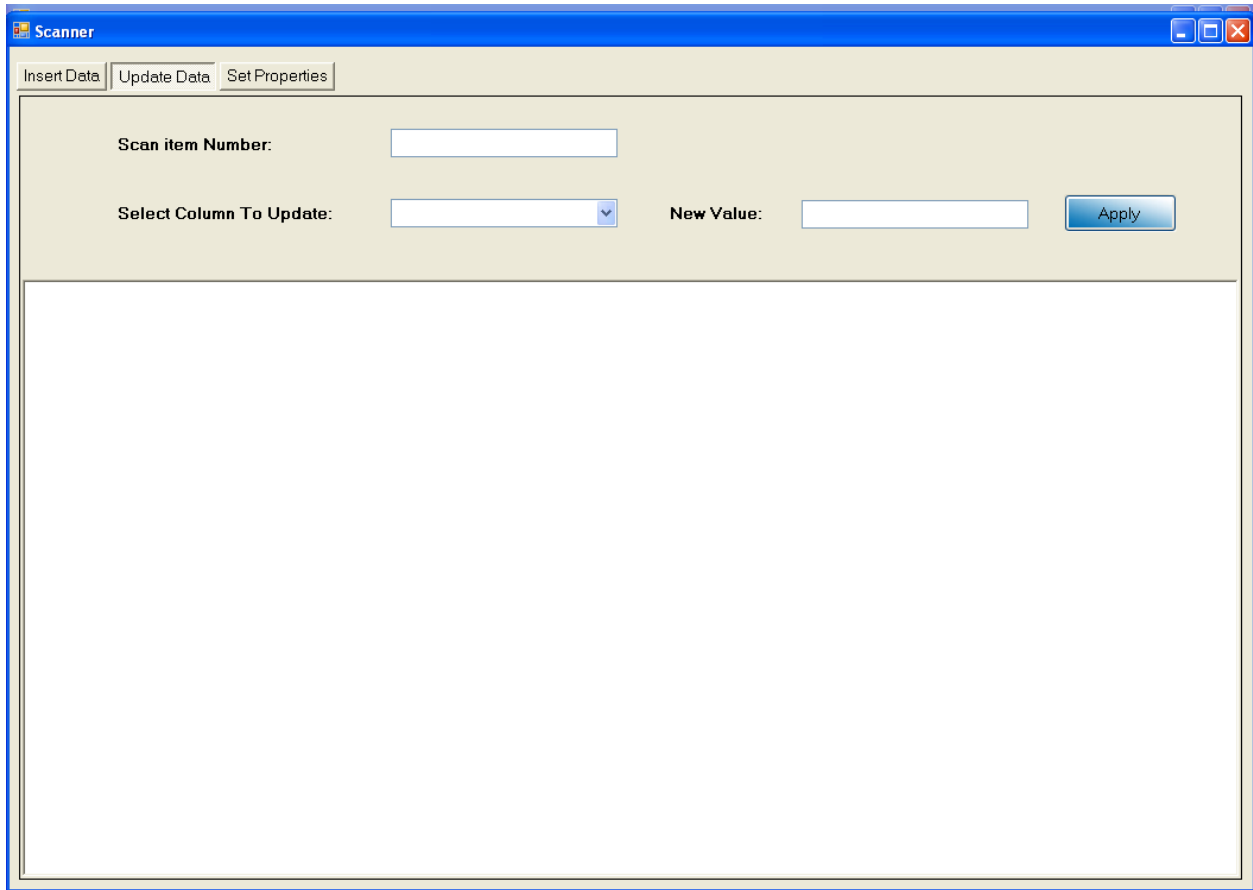
Step 1: In the field on the left, scan or enter in all the items you wish to add. Reminder again this is for items that are going to be sharing properties such as Name, and cost.

Step 2: Edit in the information on the right; such as Item Name, Price, Department, Food Stampable, Tax Rates, and Check ID.

Step 3: After you are done, press Add, Yes, then OK.



Update Data



The screenshot shows a software window titled "Scanner" with a blue title bar and standard Windows window controls. Inside the window, there are three tabs: "Insert Data", "Update Data" (which is selected), and "Set Properties". The "Update Data" tab contains the following elements:

- A label "Scan item Number:" followed by a text input field.
- A label "Select Column To Update:" followed by a dropdown menu.
- A label "New Value:" followed by a text input field.
- An "Apply" button located to the right of the "New Value" input field.

Below these input fields is a large, empty rectangular area, likely intended for displaying a list of items or data to be updated.

You can edit any of the items you already have in your inventory. If you want to change the price or any other field such as stock, cost, department, etc...

How to Update Data in CornerStore

Step 1: Scan or enter in all your items you'd like to alter

Step 2: In the drop down menu, select the field you would like to alter.

Step 3: In New Value, enter in the new value you would like to replace with.

Step 4: Click Apply, then Yes, then OK.

Scanner

Insert Data | Update Data | Set Properties

Scan item Number:

Select Column To Update: PRICE

New Value: 11.99

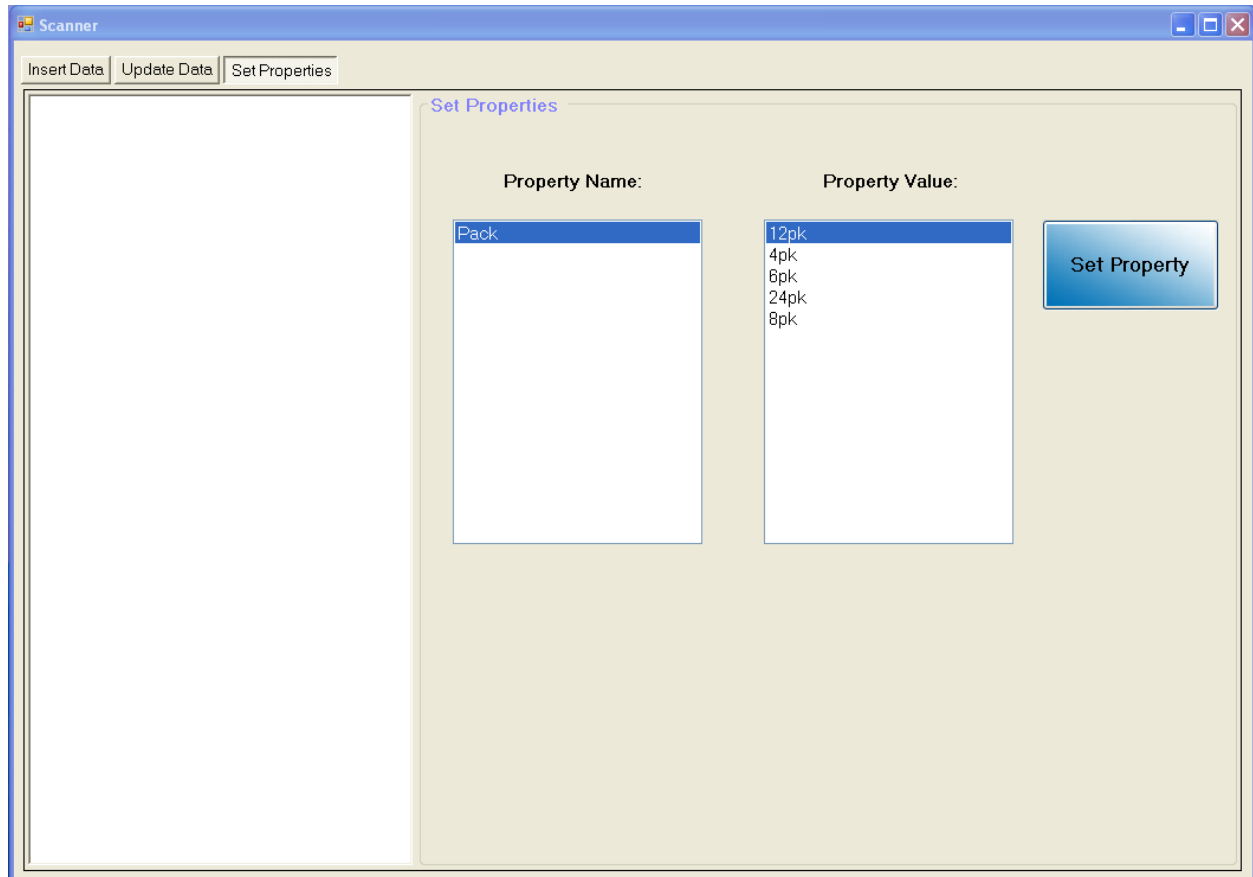
Barcode	Name	Price	Cost	Stock	Dept	Tax1	Tax2	Tax3	Deposit	FoodStamp	BulkPrice	BulkQty	CheckId
456456	Blu E-Cig...	10.99	0	30	9	1	0	0	0	0	0	0	0
456457	Blu E-Cig...	10.99	0	30	9	1	0	0	0	0	0	0	0
456458	Blu E-Cig...	10.99	0	30	9	1	0	0	0	0	0	0	0

* Message

Do you want to update information of entire column = PRICE with new value = 11.99 ?

Set Properties

You can use this tab to Set Properties to multiple items at once in your inventory. Lets say you have “Pack” Property for items in 4-packs, 6-packs, and so on. In order to create a property, please refer to the getting started guide.



Now we will learn how to attach multiple items with a property at once.

- Step 1: Scan the items you would like to edit on the left side.
- Step 2: Select the Property Name.
- Step 3: Select the Property Value.
- Step 4: Click **Set Property**, then **Yes**, then **OK**.

