

Pre Order Melalui Direct Sales

- Transaksi Pre Order melalui POS ONLINE
- Customer Melakukan PickUp
- Customer Melakukan Pickup (Ada Tambahan Pembelian Item)

1. Klik menu Pos Online, lalu klik **New Transaction**.

2. Isi **CASHIER** field2 yang ada di input item pre order yang telah masuk melalui SIT dari pusat.

3. Klik **Payment** : Dalam contoh ini metode Cash, lalu klik tombol **Invoice** untuk menyelesaikan transaksi sekaligus mencetak invoice.

Customer Melakukan PickUp

1. Pada Saat PICKUP , Customer menunjukkan nota nya contoh: POS/AE-TGR-002/20/12/ Kemudian lakukan **Retur With Replenishment** dengan merefer nomor POS tersebut.

2. Klik menu POS Online, lalu cari nomor POS yang terdapat pada nota yang ada pada customer.

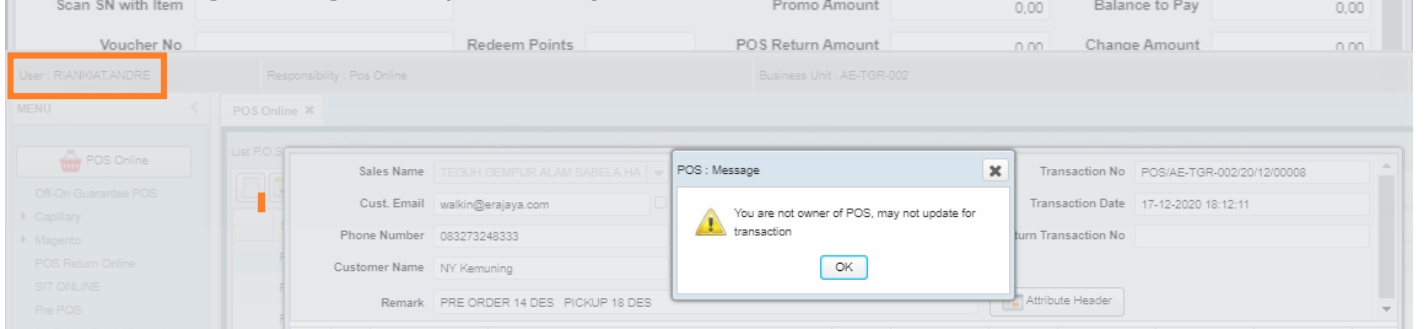
3. Setelah muncul, Double Klik POS tersebut sehingga terbuka Form nya, akan terlihat remark sbg PRE ORDER.

4. Lalu klik Return : [F7] Return .

5. Akan muncul pop up konfirmasi seperti gambar dibawah ini, klik YES (With Replacement : Karena mau di ganti dengan Item Fisik sesungguhnya).

Apabila muncul pemberitahuan seperti pada gambar dibawah ini, hal ini terjadi karena Transaksi POS sebelum nya atas login : RENCANA.GINTING sedangkan sewaktu return nya dilakukan oleh : RIANKIAT.ANDRE

Agar bisa di replace harus user yang login dengan yang return harus sama. Untuk mengatasi hal ini dapat juga dengan Responsibility : POS Online Admin walaupun beda user login dengan responsibility ini tidak menjadi masalah.



Berikut menggunakan Responsibility POS online Admin / User login Transaksi POS dan Return Sama

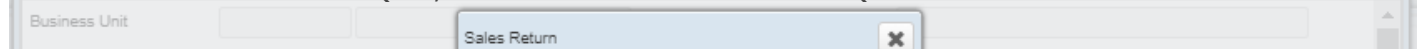
Bila user id Login sama dengan user id sewaktu Return atau dengan responsibility POS Online Admin maka tampil form baru, Isi tampilan form return sebagai berikut.

catatan : Kolom remarks hanya ilustrasi saja kalau ada yang lebih tepat dari sisi operasional silahkan.

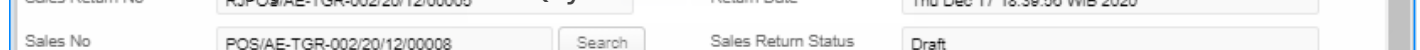
6. Klik tombol **Add** untuk menambahkan item.

7. Akan muncul pop up konfirmasi sebagai berikut, pilih **NO** : Agar dilock di DOA location Item Dummy nya sehingga dianggap tidan available lagi.

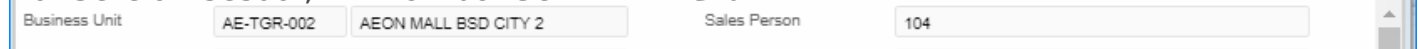
8. Pilih Item dan Scan QTY, contoh berikut adalah 1 QTY.



9. Setelah memilih item dan scan qty, selanjutnya tekan ENTER pada keyboard, terlihat Sales Qty 1 dan Return Qty 1 berarti sudah sesuai.



10. Setelah sesuai, klik tombol **Confirm Return**.



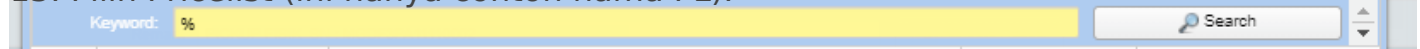
11. Akan muncul Form POS Online Baru dengan merefer ke No. Retur yang telah dibuat, isikan data-data item fisik pengganti.



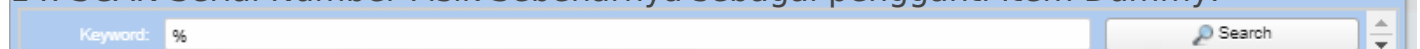
12. Pilih Item yang sesuai.



13. Pilih Pricelist (ini hanya contoh nama PL).



14. SCAN Serial Number Fisik Sebenarnya sebagai pengganti Item Dummy.



NO	Code	Description	Currency Code	Suggested Price	Discount Amount	Discount Percent
1	PL-REG-IBOX	PL-REG-IBOX	IDR	20999000		
2	PL-REGULER-IBOX	PL-REGULER-IBOX	IDR	20999000		

Form Detail Price List Item

Price List Code: PL-REGULER-IBOX

Price List Description: PL-REGULER-IBOX

Search Item:

Scan Item:

Scan Serial: MGDF3PA11110002

☐ Additional ☒ Select

No	Type	ItemDescription	UOM	Qty	Get	Unit Price	Disc. %	Disc. Amount	Serial Number	Tax	S/N	Net Amount
1	MAIN	iPhone 12 Pro Max 256GB Pacific Blue	PCS	1	<input checked="" type="checkbox"/>	20,999,000	0	0	0 of 1 SN	10	<input checked="" type="checkbox"/>	20,999,000

Min Price: Available to Sold: Total: 20,999,000

Suggested Price: Max Qty Bonus:

Max Price: Qty for Bonus:

Item Code:

Remark:

[Ctrl+D] Detail S/N [Ctrl+S] Submit [Esc] Close

15. IMEI sudah mauk ke line transaksi.

Form Detail Price List Item

Price List Code: PL-REGULER-IBOX

Price List Description: PL-REGULER-IBOX

Search Item:

Scan Item:

Scan Serial:

☐ Additional ☒ Select

No	Type	ItemDescription	UOM	Qty	Get	Unit Price	Disc. %	Disc. Amount	Serial Number	Tax	S/N	Net Amount
1	MAIN	iPhone 12 Pro Max 256GB Pacific Blue	PCS	1	<input checked="" type="checkbox"/>	20,999,000	0	0	MGDF3PA111100	10	<input checked="" type="checkbox"/>	20,999,000

Min Price: Available to Sold: Total: 20,999,000

Suggested Price: Max Qty Bonus:

Max Price: Qty for Bonus:

Item Code:

Remark:

[Ctrl+D] Detail S/N [Ctrl+S] Submit [Esc] Close

16. Setelah selesai, klik tombol **Submit** [Ctrl+S] Submit.

17. Pastikan kolom POS Return Amount = New POS Amount, Changes Amount = 0.

Contoh **POS Return Amount** 20,999,000.00 dan **New POS Amount** =20,999,000.00 **Changes Amount** = 0.

Jadi tidak ada lagi tagihan baru karena Pre order price sama New Price adalah Sama.

Lalu klik tombol Invoice untuk menyelesaikan transaksi.

Sales Name

TEGUH GEMPUR ALAM SABELA HA

Cust. Email

walkin@erajaya.com

Phone Number

083273248333

Customer Name

NY Kemuning

Remark

PICKUP FISIK SN : MGDF3PA11110002

Transaction No

POS/AE-TGR-002/20/12/00009

Transaction Date

17-12-2020 18:44:04

Return Transaction No

RJPOS/AE-TGR-002/20/12/00005

Attribute Header

No	Info	Item Code	Item Description	Qty	Price	% Disc	Amt Disc	Net Price	Net Amount	Genera
1		MGDF3PA/A	iPhone 12 Pro Max 256GB Pacific Blue	1.00	20,999,000.00			20,999,000.00	20,999,000.00	MGDF3

Scan Item

...

Cancel Line

Scan Serial

Attribute Line

Scan SN with Item

Voucher No

Redeem Points

Voucher Amount

0,00

Cashback

0,00

Total Amount

20,999,000.00

Discount Header

0,00

Total Payment

0,00

Promo Amount

0,00

Balance to Pay

0,00

POS Return Amount

20,999,000.00

Change Amount

0,00

[F2] New

[F3] Payment

[F4] Invoice

[F5] Refresh

[F6] Cancel

[F7] Return

[F8] Stock

[F9] Price

[Esc] Close

[Ctrl+1] Big Printer

[Ctrl+2] Small Printer

[Ctrl+3] Star Printer

Print # : 0

Transaction Status: Intransaction

18. Terlihat dari Nota Print Balanced Cash = 0.

AEON MALL BSD CITY 2
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Customer Melakukan Pickup (Ada Tambahan Pembelian Item)

Anggap POS sudah ada, namun saat Pickup Order , customer menambah item untuk di beli.

Contoh :

Sudah ada Pre Order pada : POS/AE-TGR-002/20/12/00010

**Customer Pickup dan tambah item pembelian : A0884444383383-ELAGO
Tripshell World Travel Adapter with Dual USB Charger**

1. Pada Saat PICKUP , Customer menunjukkan nota nya contoh: POS/AE-TGR-002/20/12/00010. Kemudian lakukan **Retur With Replenishment** dengan merefer nomor POS tersebut.
2. Klik menu POS Online, lalu cari nomor POS yang terdapat pada nota yang ada pada customer.
3. Setelah muncul, Double Klik POS tersebut sehingga terbuka Form nya, akan terlihat remark sbg PRE ORDER.

Sales Name: TEGUH GEMPUR ALAM SABELA HA Transaction No: POS/AE-TGR-002/20/12/00010

Cust. Email: walkin@erajaya.com Transaction Date: 17-12-2020 18:52:09

Phone Number: 08438283482 Return Transaction No:

Customer Name: NY DARMA

Remark: PRE ORDER 14 DES PICKUP 18 DES 2020

No	Info	Item Code	Item Description	Qty	Price	% Disc	Amt Disc	Net Price	Net Amount	Genera
1		MGDF3PA/A-PO	Pre Order iPhone 12 Pro Max 256GB Pacific Blue	1.00	20,999,000.00			20,999,000.00	20,999,000.00	MGDF3

Scan Item: ... Cancel Line

Scan Serial: Attribute Line

Scan SN with Item:

Voucher No: Redeem Points: POS Return Amount: 0,00

Voucher Amount:

Cashback: 0,00 Total Amount: 20,999,000.00

Discount Header: 0,00 Total Payment: 20,999,000.00

Promo Amount: 0,00 Balance to Pay: 0,00

Change Amount: 0,00

[F2] New [F3] Payment [F4] Invoice [F5] Refresh [F6] Cancel [F7] Return [F8] Stock [F9] Price

[Esc] Close

[Ctrl+1] Big Printer [Ctrl+2] Small Printer [Ctrl+3] Star Printer

Print #: 1 Transaction Status: Paid

4. Klik tombol Return  [F7] Return untuk melakukan Return With Replacement.

5. Akan muncul pop up konfirmasi sebagai berikut, pilih **YES**.

Sales Name: TEGUH GEMPUR ALAM SABELA HA Transaction No: POS/AE-TGR-002/20/12/00010

Cust. Email: walkin@erajaya.com Transaction Date: 17-12-2020 18:52:09

Phone Number: 08438283482 Return Transaction No:

Customer Name: NY DARMA

Remark: PRE ORDER 14 DES PICKUP 18 DES 2020

No	Info	Item Code	Item Description	Qty	Price	% Disc	Amt Disc	Net Price	Net Amount	Genera
1		MGDF3PA/A-PO	Pre Order iPhone 12 Pro Max 256GB Pacific Blue	1.00	20,999,000.00			20,999,000.00	20,999,000.00	MGDF3

Confirmation

Is POS Return with replacement ?

Yes No

Scan Item: ... Cancel Line

Scan Serial: Attribute Line

Scan SN with Item:

Voucher No: Redeem Points: POS Return Amount: 0,00

Voucher Amount:

Cashback: 0,00 Total Amount: 20,999,000.00

Discount Header: 0,00 Total Payment: 20,999,000.00

Promo Amount: 0,00 Balance to Pay: 0,00

Change Amount: 0,00

[F2] New [F3] Payment [F4] Invoice [F5] Refresh [F6] Cancel [F7] Return [F8] Stock [F9] Price

[Esc] Close

[Ctrl+1] Big Printer [Ctrl+2] Small Printer [Ctrl+3] Star Printer

Print #: 1 Transaction Status: Paid

6. Klik tombol **Add** untuk menambahkan item.

7. Akan muncul pop up konfirmasi sebagai berikut, pilih **NO** : Agar dilock di DOA location Item Dummy nya sehingga dianggap tidan available lagi.

8. Scan Qty Return, contoh 1 Qty

Form POS Return

Business Unit: AE-TGR-002 AEON MALL BSD CITY 2 Sales Person: 104

Sales Return No: RJPOS/AE-TGR-002/20/12/00006 Return Date: Thu Dec 17 18:58:02 WIB 2020

Sales No: POS/AE-TGR-002/20/12/00010 Search Sales Return Status: Draft

Return Person: Remark:

Line No: Scan Quantity:

Ref No	Item Code	Item Desc	HLR	Sales Qty	Return Qty	Return Avail	Price Return	Tax

Remark:

Add Delete Select Serial Number View Detail Item

No	Ref No	Item Group	Item Code	Item Desc	HLR	Sales Qty	Return Qty	Return Avail	Price Return	Tax
1	1	IPhone	MGDF3PA/A-PO	Pre Order iPhone 12 Pro Max 256GB Pacific Blue		1	1	0	20999000	10

Print Sales Return ☐ Big Printer ☒ Small Printer ☐ Star Printer Confirm Return Cancel Return Close Stock Warehouse

9. Setelah selesai, klik tombol **Confirm Return** .

Form POS Return

Business Unit	AE-TGR-002	AEON MALL BSD CITY 2	Sales Person	104
Sales Return No	RJPOS/AE-TGR-002/20/12/00006		Return Date	Thu Dec 17 18:58:02 WIB 2020
Sales No	POS/AE-TGR-002/20/12/00010	Search	Sales Return Status	Draft
Return Person				
Remark				

Line No Scan Quantity

Ref No	Item Code	Item Desc	HLR	Sales Qty	Return Qty	Return Avail	Price Return	Tax

Remark

No	Ref No	Item Group	Item Code	Item Desc	HLR	Sales Qty	Return Qty	Return Avail	Price Return	Tax
1	1	IPhone	MGDF3PA/A-PO	Pre Order iPhone 12 Pro Max 256GB Pacific Blue		1	1	0	20999000	10

☐ Big Printer
 ☒ Small Printer
 ☐ Star Printer

10. Akan muncul Form POS Online Baru dengan merefer ke No. Retur yang telah dibuat, isikan data-data item fisik pengganti

11. Pilih Item, Pricelist dan Scan IMEI.

Form Detail Price List Item

Price List Code	PL-REG-IBOX	Search Item	<input type="text"/>
Price List Description	PL-REG-IBOX	<input type="checkbox"/> Additional <input checked="" type="checkbox"/> Select	Scan Item <input type="text"/> Scan Serial <input type="text" value="MGDF3PA11110003"/>

No	Type	ItemDescription	UOM	Qty	Get	Unit Price	Disc. %	Disc. Amount	Serial Number	Tax	S/N	Net Amount
1	MAIN	iPhone 12 Pro Max 512GB Pacific Blue	PCS	1	<input checked="" type="checkbox"/>	20,999,000	0	0	0 of 1 SN	10	<input checked="" type="checkbox"/>	20,999,000

Min Price	<input type="text"/>	Available to Sold	<input type="text"/>	Total	20,999,000
Suggested Price	<input type="text"/>	Max Qty Bonus	<input type="text"/>		
Max Price	<input type="text"/>	Qty for Bonus	<input type="text"/>		
Item Code	<input type="text"/>				
Remark	<input type="text"/>				

12. IMEI sudah masuk.

Form Detail Price List Item

Price List Code: PL-REGULER-IBOX
Price List Description: PL-REGULER-IBOX

Search Item:
Scan Item:
Scan Serial:

☐ Additional
☒ Select

No	Type	ItemDescription	UOM	Qty	Get	Unit Price	Disc. %	Disc. Amount	Serial Number	Tax	S/N	Net Amount
1	MAIN	iPhone 12 Pro Max 256GB Pacific Blue	PCS	1	<input checked="" type="checkbox"/>	20,999,000	0	0	MGDF3PA111100	10	<input checked="" type="checkbox"/>	20,999,000

Min Price: Available to Sold: Total: 20,999,000
Suggested Price: Max Qty Bonus:
Max Price: Qty for Bonus:
Item Code:
Remark:

[Ctrl+D] Detail S/N [Ctrl+S] Submit [Esc] Close

13. Lalu klik tombol **SUBMIT**.

14. Add lagi Item tambahan yang akan dibeli customer, contoh : A0884444383383.

Sales Name: TEGUH GEMPUR ALAM SABELA HA
Cust. Email: walkin@erajaya.com
Phone Number: 08438283482
Customer Name: NY DARMA
Remark: Pickup Item Pre order with SN : MGDF3PA11110003

Transaction No: POS/AE-TGR-002/20/12/00011
Transaction Date: 17-12-2020 19:00:11
Return Transaction No: RJPOS/AE-TGR-002/20/12/00006

Attribute Header

No	Info	Item Code	Item Description	Qty	Price	% Disc	Amt Disc	Net Price	Net Amount	Genera
1	<input checked="" type="radio"/>	MGDF3PA/A	iPhone 12 Pro Max 256GB Pacific Blue	1.00	20,999,000.00			20,999,000.00	20,999,000.00	MGDF3
2	<input type="radio"/>	A0884444383383	ELAGO Tripshell World Travel Adapter with Dual USB Charger	1.00	1,000,000.00			1,000,000.00	1,000,000.00	A08844

Scan Item: Cancel Line
Scan Serial: Attribute Line
Scan SN with Item:
Voucher No: Redeem Points:
Voucher Amount:

Cashback: 0,00 Total Amount: 21,999,000,00
Discount Header: 0,00 Total Payment: 0,00
Promo Amount: 0,00 Balance to Pay: 1,000,000,00
POS Return Amount: 20,999,000,00 Change Amount: 0,00

[F2] New [F3] Payment [F4] Invoice [F5] Refresh [F6] Cancel [F7] Return [F8] Stock [F9] Price
[Esc] Close
[Ctrl+1] Big Printer [Ctrl+2] Small Printer [Ctrl+3] Star Printer

Print #: 0 Transaction Status: Intransaction

15. Terlihat Balance to Pay : 1.000.000, maka customer harus membayar 1.000.000

lagi.

Form Payment POS/AE-TGR-002/20/12/00011

Payment Method	<input type="text"/>	Card No	<input type="text"/>
Bank EDC	<input type="text"/>	Cust / Holder Name	<input type="text"/>
Payment Issuer	<input type="text"/>	Approval Code	<input type="text"/>
		Amount (IDR)	<input type="text"/>

No	Payment Amount	Payment Method	Account No	Holder Name	APV/VCR Code	Bank EDC	Payment Issuer	Issuer Date	Del
1	1.000.000	PCH - Cash					138A - CASH	17-12-2020	<input type="button" value="X"/>

Cashback	<input type="text"/>	Total Amount	21.999.000
Discount Header	<input type="text"/>	Total Payment	1.000.000
Promo Amount	<input type="text"/>	Balance to Pay	<input type="text"/>
POS Return Amount	20.999.000	Change Amount	<input type="text"/>

[F2] Undeducted Bill

Processed by: Processed date: 17/12/2020 19:00:11

16. Setelah selesai, klik Invoice.

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address ya dress ya guysIni address ya address

Nama WP : PT.ERAFONE ARTHA RETAILINDO
NPWP : 02.261.661.9-038.000
No. PKP : 02.261.661.9-038.000

No. Faktur : POS/AE-TGR-002/20/12/00011
Tanggal : 17-Dec-2020 19:09
Kasir : TECHH GEMDIR AI AM SAREI A