

spinfo



*x*plore[®]
digital catalog software



Wizard

Entering master data for a quick start.



Installation Guide

1. Wizard Screen.....	3
2. Viewing Wizard's data in Master	5

1

Wizard Screen

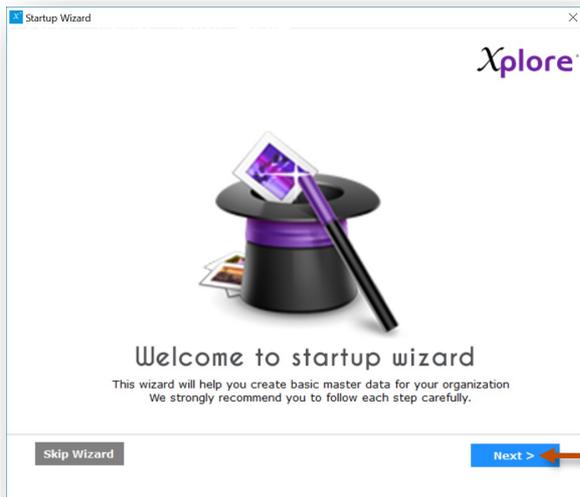
This section explains about how to enter data through initial setup wizard and how to further modify the data in the masters.

Quick way to enter master data via wizard. Wizard screen will appear only once. We would recommend you to initially enter data via wizard to understand the flow of data entry.

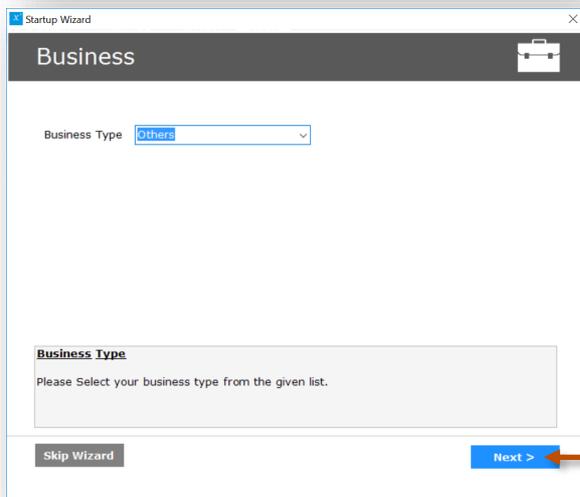


Please note

If you wish to skip this, you can also enter data via respective master screen

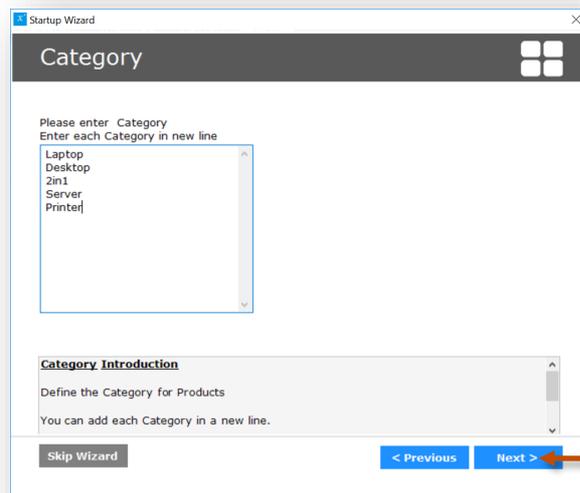


Wizard Welcome screen
Click **Next** to continue



Select Business Type
If you don't find your business type, select **Others**

Click **Next** to continue

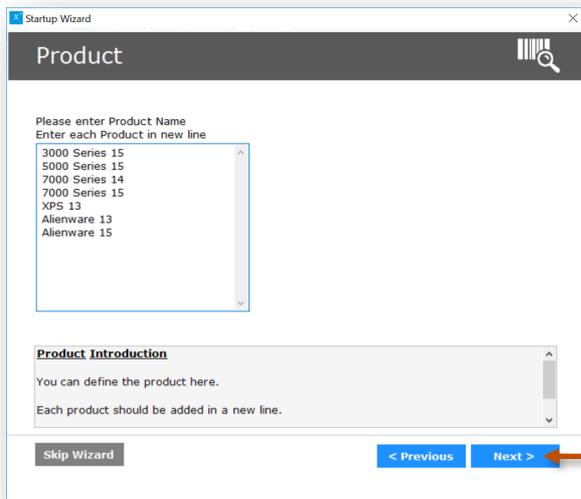


Enter Category details.
category is a way you group products according to its type
Click on **Next** button

If you sell computer hardware your category would be,

Category Example

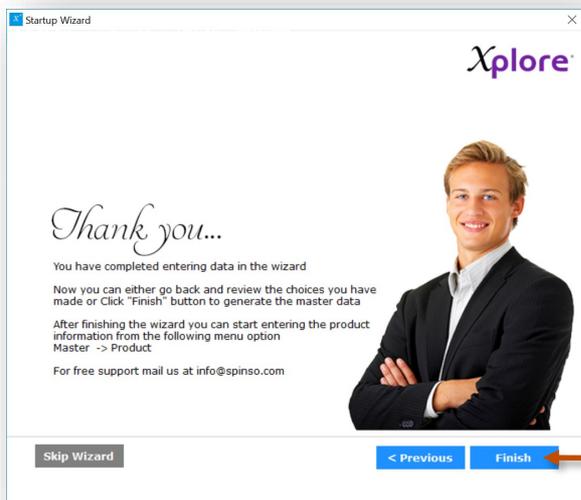
Laptop
Desktop
2 in1
Server
Printer



Enter your product name
Click on **Next** button

Product Example

3000 Series 15
5000 Series 15
7000 Series 14
7000 Series 15
XPS 13
Alienware 13
Alienware 15



Finish Screen

Click **Finish** to continue



Please note

By default all the products entered through wizard would be grouped under first category. However you can change the Category of the product later from the product master

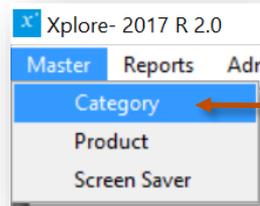
2

Viewing wizard data in Master Screen

Data entered in wizard is available in master screens for further modification.

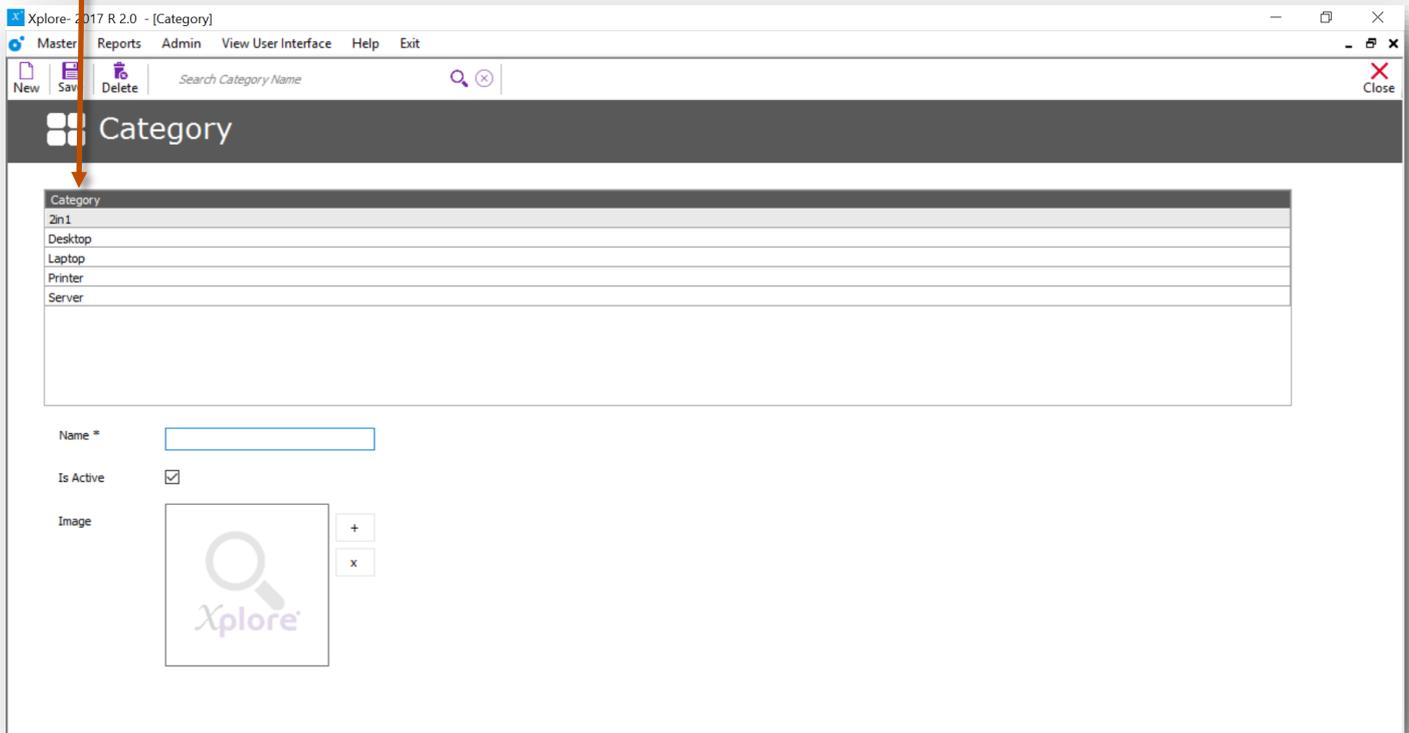
a. Category Master

You can add more categories to group the products.
You can also add image to the category.



Go to Menu
Master-Category

The data entered through wizard would appear in the grid/list. You can modify the details, add pictures or create a new category.

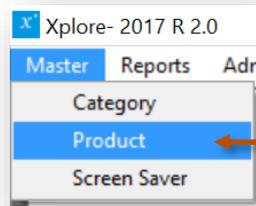


Please note

To view step by step instruction to Add, Modify or delete Category read following help file 03 Creating Master Data (Section 2)

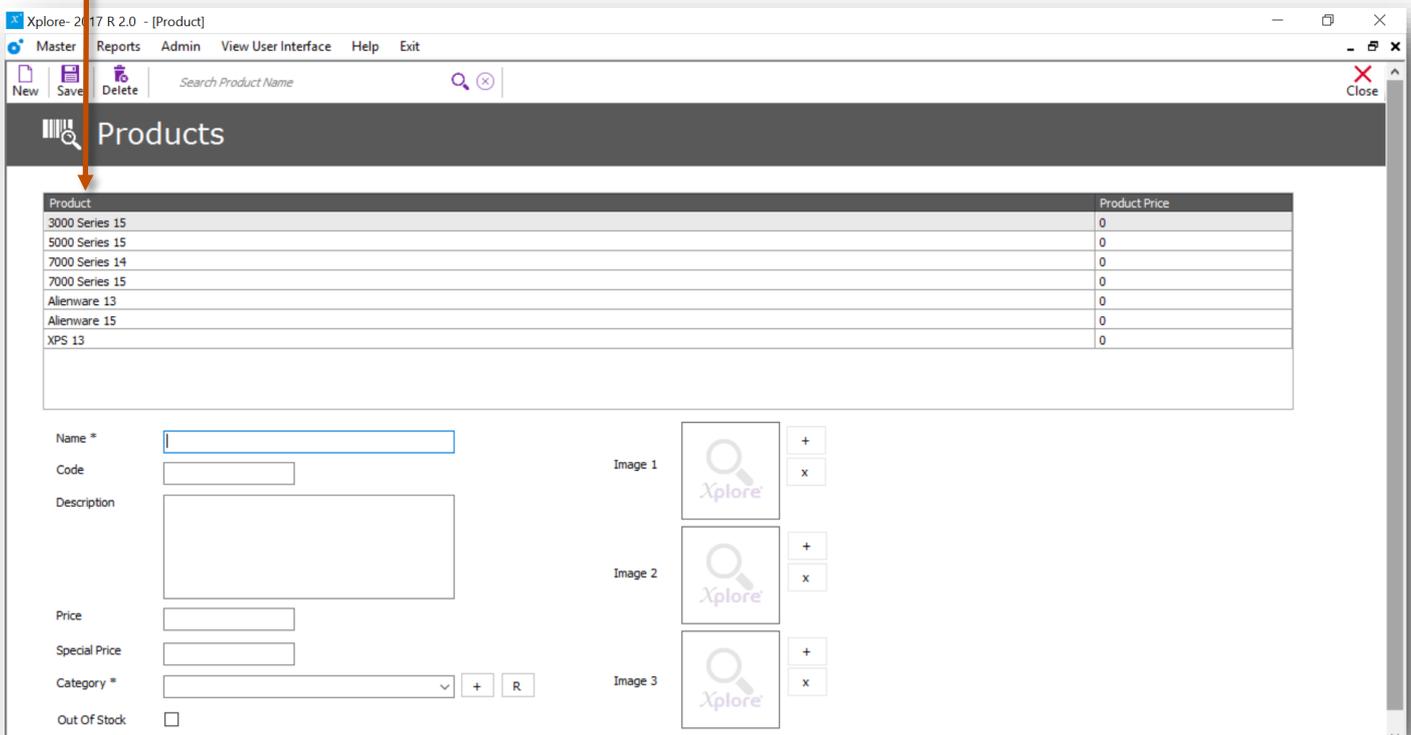
b. Product Master

You can create multiple products along with the details like Name, Code (SKU), product description, price, Special price or discount, Select category, select if available in stock and if product is active. You can also add three product images.



Go to Menu
Master—Product

The data entered through wizard would appear in grid/list. You can modify the product details such as description, product code, price, product images or create a new product.



Please note

To view step by step instruction to Add, Modify or delete Product read following help file 03 Creating Master Data (session 3)

Other software's

EQMS

Sales CRM

Manage your leads in 3 easy steps
Leads, Follow up & closure

TimeTracker

Project Timesheet

Manage employee timesheet, project cost, expense, holiday & leave tracking

servicedesk

Service Management software

Manage service contracts & customer complaints

Organizer

No 1. Software for Air-Conditioner Dealer

Manage inventory, billing, payment, card & complaints

spinso

Spectrum Info Solutions

26 , Sylvester House - B,
D'Souza Wadi,
Thane (W) - 400 604.
Maharashtra, INDIA