

Create New Product

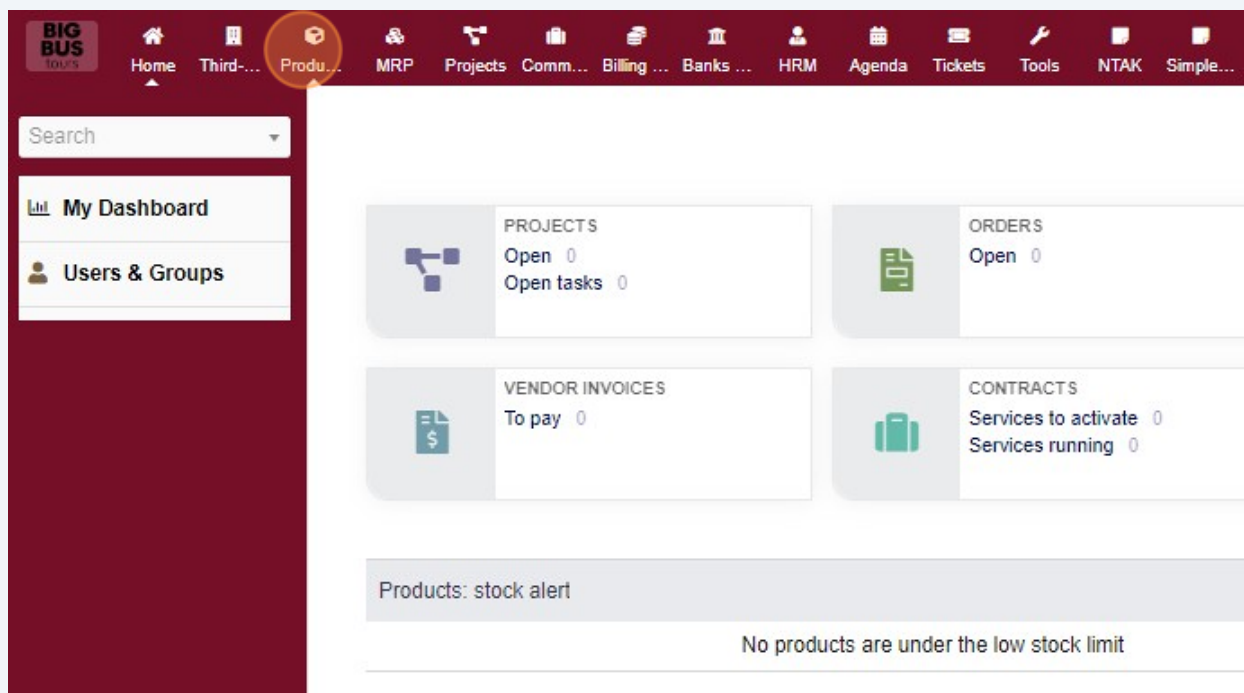


1

Navigate to <https://staging.hoponticket.com/index.php?mainmenu=home&leftmenu=home>

2

Click Products and services in the top menu.



3 Click "New product"

The screenshot shows the BIG BUS TOURS dashboard. The top navigation bar includes links to Home, Third..., Produ..., MRP, Projects, Comm..., Billing..., Banks..., HRM, Agenda, Tickets, Tools, NTAK, and Simple... The left sidebar menu has a search bar and categories: Products (with 'New product' highlighted), Services, and Warehouses. The main content area is titled 'Product and Services area' and features a 'Statistics' section with a donut chart. The chart is divided into six segments: Products for sale (purple), Products for purchase (blue), Products not for sale and... (orange), Services for sale (green), Services for purchase (yellow-green), and Services not for sale and... (dark blue).

4 Fill in the product data sheet.

The screenshot shows the 'New product' form. The top navigation bar is the same as in the previous screenshot. The left sidebar menu is partially visible. The form fields include: Ref. (with an orange circle highlighting the input field), Label, Status (Sell) (with a dropdown menu set to 'For sale'), Status (Purchase) (with a dropdown menu set to 'For purchase'), Description (with a text area), Public URL (with a link icon), Default warehouse (with a warehouse icon), and Stock limit for alert (with an information icon).

5 Ref.

reference title. Use a title that contains all the useful information. Use underscores instead of spaces. It must be unique for each product. E.g.: testproduct_24_EUR_bundlebase.

Label

This is what you will see about the product in the listing. It should also include all the useful information. It is recommended to use punctuation here to be easily readable. E.g. Testproduct 24h (EUR)

Status (Sell)

You can choose between For sale and Not for sale status. Those with the status For sale can be sold, they will also be displayed in the application.

Status (Purchase)

Feature not available in this version (If it is not in stock, but you would like to make it available, it will be available for purchase.)

Description

The description can be displayed within the application.

Public URL

Functionality not available in this version.

Default warehouse

Functionality not available in this version.

Stock limit for alert

Functionality not available in this version.

Desired Stock

Functionality not available in this version.

Nature of product

Functionality not available in this version.

Weight

Functionality not available in this version.

Length x Width x Height

Functionality not available in this version.

Area

Functionality not available in this version.

Volume

Functionality not available in this version.

Customs | Commodity | HS code

Functionality not available in this version.

Country of origin

Functionality not available in this version.

Currency

Select the selling currency of the product you want to sell. In most cases, the product reference and name will include the value.

Felhasználhatóság hossza (nap)

366 days by default, i.e. +1 year from purchase

Együtt kezelt jegyek

Use this checkbox if you are creating a product that contains multiple products to be handled together (typically packaged products fall into this category).

Alkalmak száma (db)

Enter the number of occasions the product contains.

Related service

Select from the drop-down list if you are creating a product related to a service.

Jutalék értéke

Enter the commission rate

Jutalék típusa

Choose the type of commission

Főkategória

From the drop-down list, select the main category you want to create.

Alkategória

From the drop-down list, select which subcategory you are creating.

Bundle csomagban

Use the checkbox if you are bringing a product that is not sold on its own but only in a package/bundle.

Basic Service

From the drop-down menu, select the type of product you are creating.

DiscountHours

Specify the amount of the discount, if available in time.

DiscountPercent

Enter the amount of the discount, if it is a percentage.

Hotelsales

Use the checkbox if the product is also sold on an online hotel platform.

Discout period

Specify the period in which the discount can be applied to the product, or leave it blank if it is not date specific.

Reduced Commission

Enter the commission rate if the seller offers a discount on the product. (Usually 5)

Reduced Commission Type

Enter the type of commission rate if the seller offers a discount of the product. (Usually %)

Note (not visible on invoices, proposals ...)

You can write a comment here that only appears in the internal system.

Selling Price

Enter the price of the product and select whether it contains tax from the drop-down menu.

Min. selling price

Enter the minimum discounted price of the product.

VAT rate

Choose the VAT rate for the price of the product.

6 Click "CREATE" button.

A screenshot of a web application's product creation form. The form is mostly empty, with a few fields visible: "Excl. tax" with a dropdown arrow, and "27% (27)" with a dropdown arrow. At the bottom right, there are two buttons: "CREATE" (highlighted with an orange circle) and "CANCEL".

7 Check the details of the created product.

A screenshot of the product details page in the Big Bus Hungary Kft. system. The page shows the product name "test_product_24_EUR_bundlebase" and "Testproduct 24h (EUR)". The "Type" is "Product". The page is divided into two columns of details. The left column includes fields for "Description", "Public URL", and "Default warehouse". The right column includes fields for "Nature of product", "Weight", "Length x Width x Height", "Area", "Volume", "Customs(Commodity)HS code", "Origin", "Currency" (EUR), "Felhasználhatóság hossza (nap)" (365), "Együtt kezelt jegyek", "Alkalmak száma (db)", "Related service", "Juttaték értéke", "Juttaték típusa", "Főkategória", "Alkategória", "Online", "Bundle csomagban", "Basic Service", "DiscountHours", and "DiscountPercent". A "For sale" button is visible in the top right corner.

Field	Value
Type	Product
Description	
Public URL	
Default warehouse	
Nature of product	
Weight	
Length x Width x Height	
Area	
Volume	
Customs(Commodity)HS code	
Origin	
Currency	EUR
Felhasználhatóság hossza (nap)	365
Együtt kezelt jegyek	
Alkalmak száma (db)	
Related service	
Juttaték értéke	
Juttaték típusa	
Főkategória	
Alkategória	
Online	<input type="checkbox"/>
Bundle csomagban	<input type="checkbox"/>
Basic Service	
DiscountHours	
DiscountPercent	