

Configuring promotions in Fashion Boutique



BECOSOFT

Table of Contents

1. Opening the promotion window	2
2. Selecting products for promotion	6
3. Configuring promotion(s).....	8
4. Applying and checking discount.....	9
5. Cancelling a promotion.....	11

1. Opening the promotion window

Ensure that you are logged in with the correct user. The standard "shop" user is usually not authorized to set promotions. You can check which user you are logged in with at the top right of the home screen:

05-2024 15:13:50

Sales Kristof de Coninck

New sale

Open sale

Print barcode

Transfers
Returns
Stock

Fluctuations

Day report

Import sales
webshop

Top 10

Reinitialize
printer

Webshop
orders

Reservation

Extra

Search client...

Search article...

Birth list

Backoffice
Manager

Close
program

Overview of sales of: 11/5/2024

ID	Time	Salesman	Customer name	Total	Paid

Last Sale

Total: 0

Paid cash: 0

Back: 0

Total

Total: 0,00

BECOSOFT

Next, click the "back office" button:

05-2024 15:13:50

Sales Kristof de Coninck Logoff

New sale	Open sale	Print barcode	Transfers Returns Stock	Fluctuations	Day report
Import sales webshop	Top 10	Reinitialize printer	Webshop orders	Reservation	

Extra

Search client...	Search article...	Birth list	Backoffice Manager	Close program
---------------------	----------------------	------------	-------------------------------	------------------

Overview of sales of: 21/5/2024

ID	Time	Salesman	Customer name	Total	Paid

Change date

Additional ticket

Last Sale

Total: 0

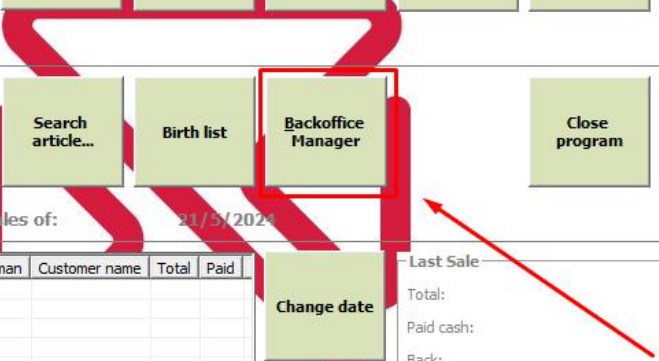
Paid cash: 0

Back: 0

Reset

Total

Total: 0,00

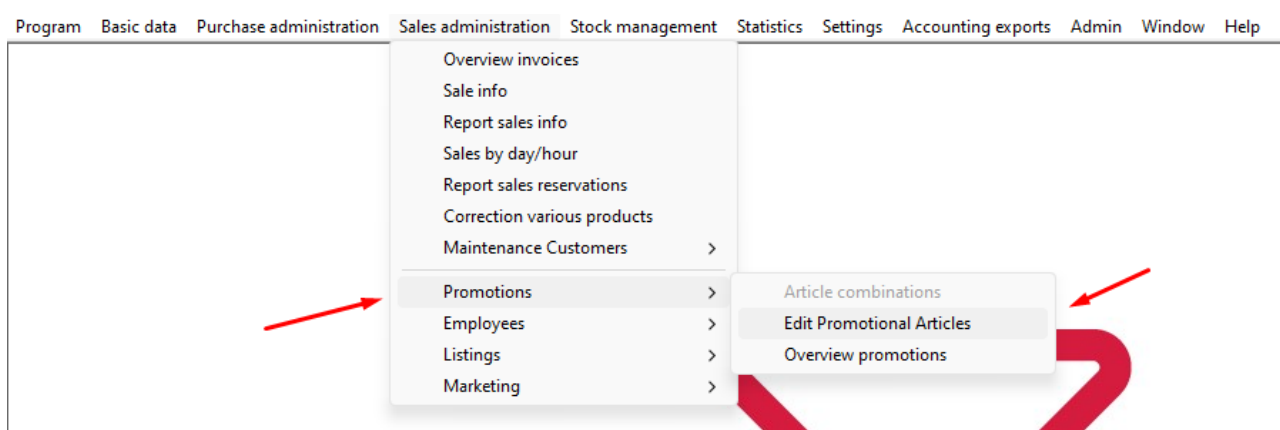


BECOSOFT

After clicking the Backoffice button, you will see the below window:

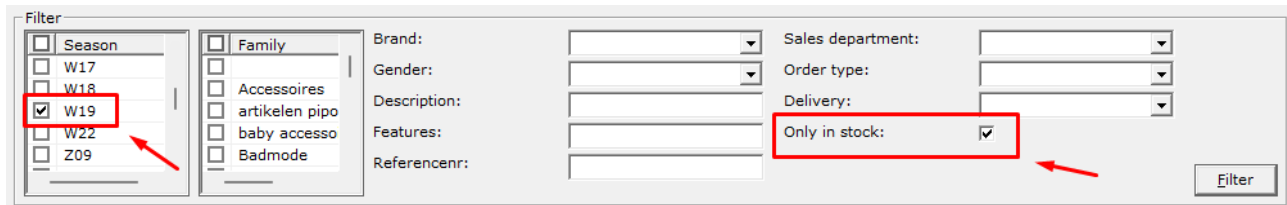


Navigate to Sales administration > promotions > Edit Promotional Articles:



2. Selecting products for promotions

Before we can start setting promotions, we need to select the correct products. For this, we use the filter at the top. Usually, filtering is done by season, but you can also search more specifically by reference number, for example. In this example, we filter by season and click the "Only in stock" button:



Filter

Season: W17 W18 W19 W22 Z09

Family: Accessoires artikelen pipo baby accesso Badmode

Brand:

Gender:

Description:

Features:

Referencenr:

Sales department:

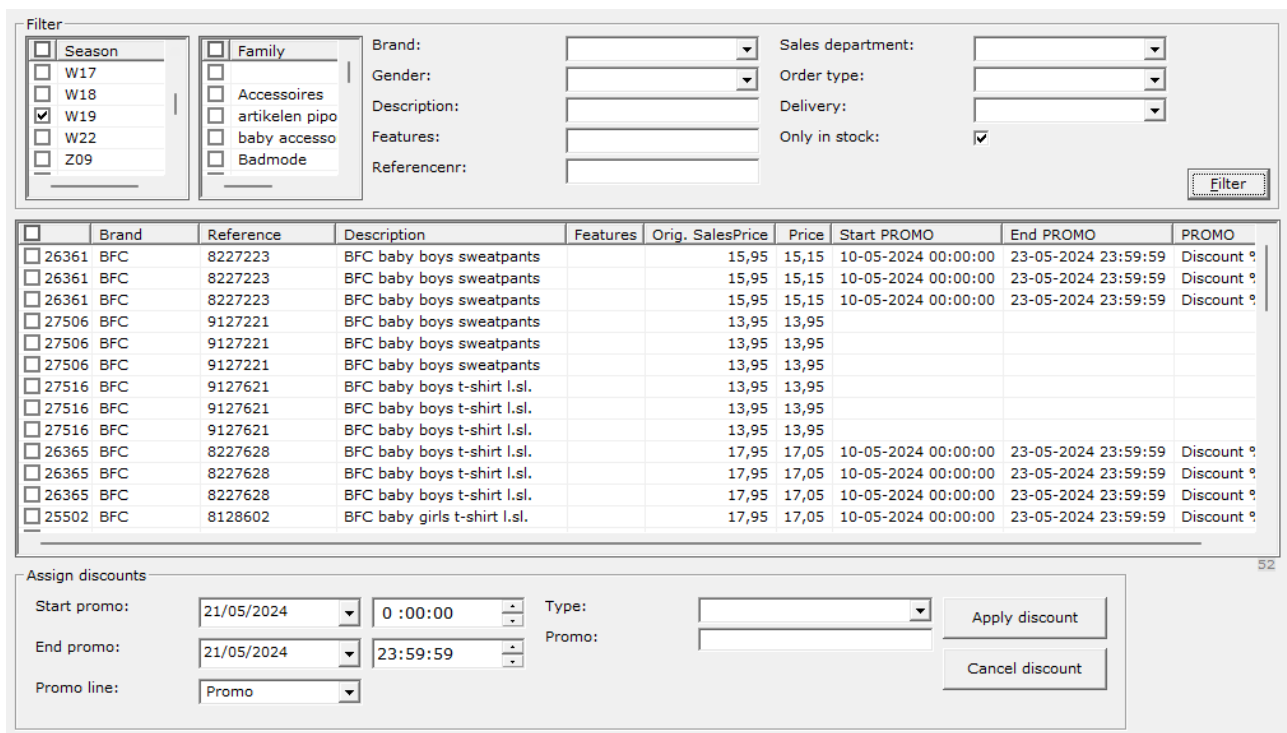
Order type:

Delivery:

Only in stock:

Filter

This returns following result:



Filter

Season: W17 W18 W19 W22 Z09

Family: Accessoires artikelen pipo baby accesso Badmode

Brand:

Gender:

Description:

Features:

Referencenr:

Sales department:

Order type:

Delivery:

Only in stock:

Filter

<input type="checkbox"/>	Brand	Reference	Description	Features	Orig. SalesPrice	Price	Start PROMO	End PROMO	PROMO	
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	25502	BFC	8128602	BFC baby girls t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?

Assign discounts

Start promo: Type:

End promo: Promo:

Promo line:

Apply discount

Cancel discount

Next, we select which products from the list we want to assign a promotion to. You can do this per selection box or by selecting them all via the selection box at the very top:

<input type="checkbox"/>	Brand	Reference	Description	Features	Orig. SalesPrice	Price	Start PROMO	End PROMO	PROMO	
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input checked="" type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	25502	BFC	8128602	BFC baby girls t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?

Assign discounts

52

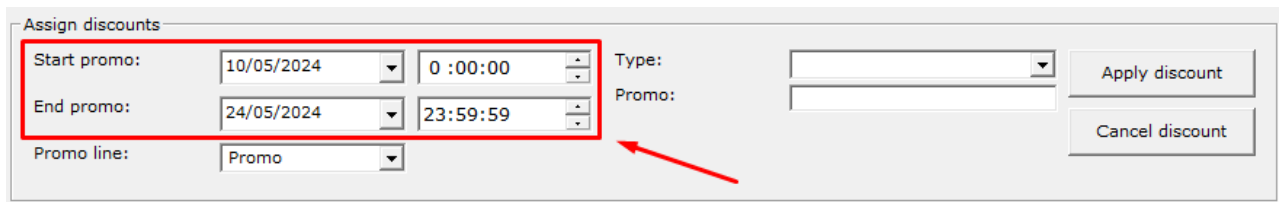
<input checked="" type="checkbox"/>	Brand	Reference	Description	Features	Orig. SalesPrice	Price	Start PROMO	End PROMO	PROMO	
<input checked="" type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants		15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input checked="" type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input checked="" type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants		13,95	13,95			
<input checked="" type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input checked="" type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input checked="" type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,95			
<input checked="" type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input checked="" type="checkbox"/>	25502	BFC	8128602	BFC baby girls t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?

Assign discounts

52

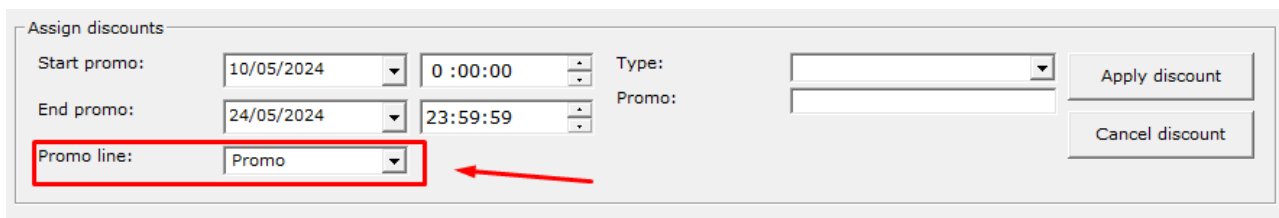
3. Configuring promotions

Next, we assign a date range to the promotional items. Here you can select a start and end date. You can also set a time when the promotion ends. This can be useful, for example, during night openings. For this example, we set 10/05/2024 as the start date and 24/05/2024 as the end date. This would mean that the customer gets a discount starting from store opening on 10/05/2024 until store closing of 24/05/2024:



The screenshot shows the 'Assign discounts' form. A red box highlights the 'Start promo' and 'End promo' fields. The 'Start promo' field is set to 10/05/2024 and 0:00:00. The 'End promo' field is set to 24/05/2024 and 23:59:59. The 'Promo line' field is set to 'Promo'. The 'Type' and 'Promo' fields are empty. There are 'Apply discount' and 'Cancel discount' buttons.

Use the "promo line" function only if you want to set multiple overlapping promotions for one product. If this is not the case, you can leave it set to "promo" by default:



The screenshot shows the 'Assign discounts' form. A red box highlights the 'Promo line' field, which is set to 'Promo'. The 'Start promo' and 'End promo' fields are set to 10/05/2024 0:00:00 and 24/05/2024 23:59:59 respectively. The 'Type' and 'Promo' fields are empty. There are 'Apply discount' and 'Cancel discount' buttons.

In the "Type" section, we distinguish between different options:

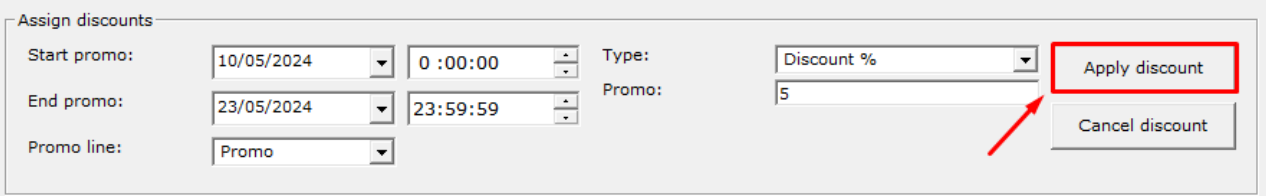
- Discount %:** You apply a fixed percentage of discount to the article.
Example: You apply a 10% discount to an item costing 10 EUR. The item now costs 9 EUR.
- Discount €:** You subtract a fixed amount from the price of the article.
Example: You apply a 1 EUR discount to an item costing 10 EUR. The item now costs 9 EUR.
- Fixed price:** You replace the sale price of an item with a new amount during the specified promotion period.
Example: You have an item that costs 19,99 EUR. You set the promotion so that the item now only costs 9,99 EUR. After the promotion, the price resets to its original amount.
- Discount % rounded €:** You apply a fixed percentage discount to the item as in option 1. If the promotional price doesn't end up being a round number, the software will round it to the nearest Euro.
Example: You apply a 10% discount to an item costing 19,99 EUR. The item now costs 17,99. Since this is not a round number, the software rounds it to 18,00 EUR.

- **% discount 0,1 roundings:** You apply a fixed percentage discount to the item as in option 1. If the amount doesn't end up being a round number, the software will round it to the nearest 0,1 Euro.

Example: You apply a 10% discount to an item costing 24,8 EUR. The item now costs 22,32 EUR. Since this is not a round number, the software rounds it to 22,3 EUR.

4. Applying and checking discount

After completing all the previous steps, we can now apply the discount. Make sure the correct items are selected before doing this.






When the discount is applied, you will now see the start and end date - and time of the promo, as well as the type of discount you used, in the selection list:

	Brand	Reference	Description	Features	Orig. SalesPrice	Price	Start PROMO	End PROMO	PROMO
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants	15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants	15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26361	BFC	8227223	BFC baby boys sweatpants	15,95	15,15	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants	13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants	13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27506	BFC	9127221	BFC baby boys sweatpants	13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.	13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.	13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	27516	BFC	9127621	BFC baby boys t-shirt l.sl.	13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.	17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.	17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	26365	BFC	8227628	BFC baby boys t-shirt l.sl.	17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	25502	BFC	8128602	BFC baby girls t-shirt l.sl.	17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?

You can also open this same overview afterwards via Sales administration > Promotions > Overview Promotions:

Overview of discounts

Filter:

Season:	<input type="text" value="W19"/>	Brand:	<input type="text"/>	Date:	<input type="text" value="21/05/2024"/>
Family:	<input type="text"/>	Gender:	<input type="text"/>	<input checked="" type="checkbox"/> Articles in stock	
Referencenumber:	<input type="text"/>				<input type="button" value="Filter"/>

Article ID matrix	Season	Brand	Gender	Sales department	Family	Referencenr	Description	Purchase price	Price	Promo price	Stock	Delivere
25502	W19	BFC	1	Baby	T-shirt LM	8128602	BFC baby girls t-shirt l.sl.	7,18	17,95	17,05	4	
26361	W19	BFC	2	Baby	Broek	8227223	BFC baby boys sweatpants	6,38	15,95	15,15	3	
27506	W19	BFC	2	Baby	Broek	9127221	BFC baby boys sweatpants	5,58	13,95	13,25	3	
26365	W19	BFC	2	Baby	T-shirt LM	8227628	BFC baby boys t-shirt l.sl.	7,18	17,95	17,05	3	
27516	W19	BFC	2	Baby	T-shirt LM	9127621	BFC baby boys t-shirt l.sl.	5,58	13,95	13,25	3	
27704	W19	Koko Noko	1	Kids	Broek	37A-30909	Koko Noko Jogging Trousers	7,60	21,99	20,89	7	
26904	W19	Lemon Beret	2	Kids	Broek	140431.G.PD.VX	LEMON BERET denim pants	11,00	32,95	31,30	7	1
26905	W19	Lemon Beret	2	Kids	Broek	140443.G.PD.VX	LEMON BERET denim pants	11,00	32,95	31,30	8	1
26619	W19	T&D	1	Baby	Broek	40107.00389	T'nd Zavia Broek Legging	6,25	14,99	14,24	4	
26758	W19	T&D	1	Baby	Broek	40110.00230	T'nd Zafia Broek sweatpants	9,58	22,99	21,84	3	
26625	W19	T&D	1	Baby	broek NOS	40101.00698	T'nd TND-PITOU Broek Jeans	10,41	24,99	23,74	4	
26624	W19	T&D	1	Baby	T-shirt LM	40701.00804	T'nd Zyra T-shirt Lm	6,66	15,99	15,19	4	
26644	W19	T&D	2	Baby	Broek	30110.00431	T'nd Kurtis Broek sweatpants	12,50	29,99	28,49	4	

5. Cancelling a promotion

All set promotions will always end on the end date you set. If you wish to cancel one or more promotions before this date, you can do so by first selecting the items and then clicking the button below:

Assign discounts


Start promo: Type:

End promo: Promo:

Promo line:

You will now see the following pop-up
 ("Are you sure you want to remove promo "Promo" from the selected articles?"):

Cancel discount ✕

 Weet u zeker dat u promo 'Promo' bij de aangevinkte producten wilt verwijderen?

After confirming by pressing "Ja" ("Yes"), the promotions will be removed from the selected items:

<input type="checkbox"/>	Brand	Reference	Description	Features	Orig. SalesPrice	Price	Start PROMO	End PROMO	PROMO
<input type="checkbox"/>	BFC	8227223	BFC baby boys sweatpants		15,95	15,95			
<input type="checkbox"/>	BFC	8227223	BFC baby boys sweatpants		15,95	15,95			
<input type="checkbox"/>	BFC	8227223	BFC baby boys sweatpants		15,95	15,95			
<input type="checkbox"/>	BFC	9127221	BFC baby boys sweatpants		13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	9127221	BFC baby boys sweatpants		13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	9127221	BFC baby boys sweatpants		13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	9127621	BFC baby boys t-shirt l.sl.		13,95	13,25	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	8227628	BFC baby boys t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?
<input type="checkbox"/>	BFC	8128602	BFC baby girls t-shirt l.sl.		17,95	17,05	10-05-2024 00:00:00	23-05-2024 23:59:59	Discount ?