

# Creating a Discount with the defined code



You need to follow these steps to add the discount.

Step 1. Click on the [+] sign to open a New Record.

Step 2. Search for the discount code that you created already.

Step 3. Search for the sequence to enter manually. For example, you can enter 1 or 2 etc.

Step 4. In the **[Discount By]** field you will have two options as follows:

- Percent
- Amount

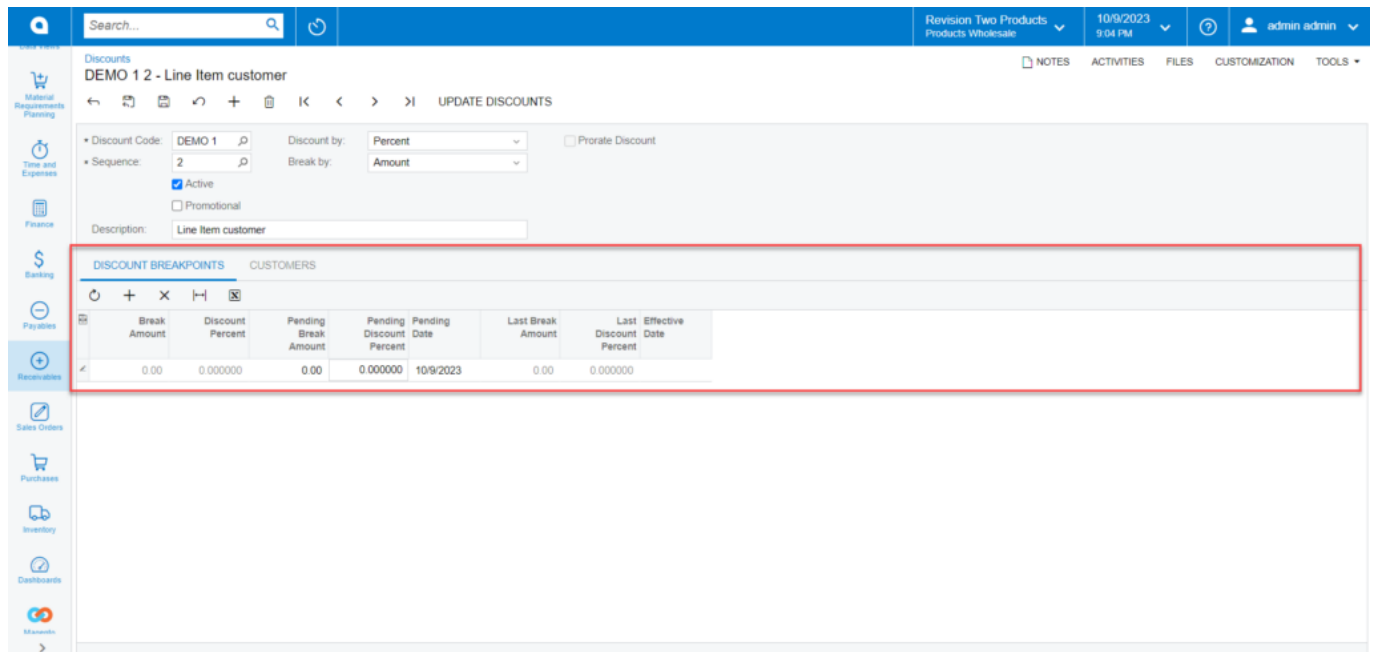
If you are allowing a discount by percentage, you must select it from the drop-down.

Step 5. Break By: You will get two options in the break by drop-down.

- Percent
- Amount

Step 6. Click on the [+] button below the [Discount Break Points].

Step 7. A new row will be created on the screen. This row will include the following columns.



Discounts

DEMO 12 - Line Item customer

UPDATE DISCOUNTS

Discount Code: DEMO 1 Discount by: Percent

Sequence: 2 Break by: Amount

☒ Active

☐ Promotional

Description: Line Item customer

Break Amount	Discount Percent	Pending Break Amount	Pending Discount Percent	Pending Date	Last Break Amount	Last Effective Date
0.00	0.000000	0.00	0.000000	10/9/2023	0.00	0.000000

Discount grid details

Step 8. Add [Pending Break Amount] which is the same as the Qty added in the Sales Order of CKITS.



When you enter the Sales Order Quantity only the Pending Discount Percentage will apply to the Sales order in the CKITs Item or the Stock Item.

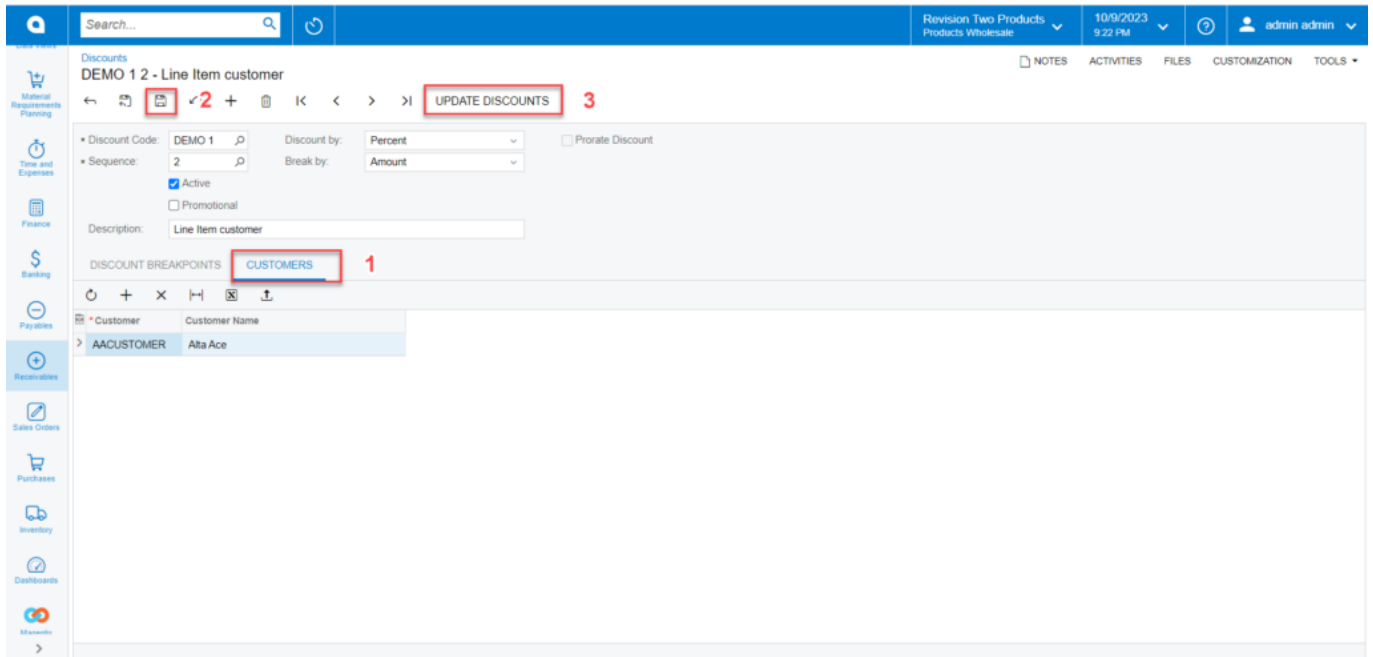
Step 9. Add the percentage in the [Pending Discount Percentage] column.



As you select the customer applicable to in the Discount Codes you will get the Customer column in the Discount.

Step 10. Click on the **[Customer]** tab click on the new [+] sign and search for the customer. This is a mandatory step to apply the Discount to the Sales Order.

Step 11. Upon selecting the [Customer] save the screen and click on [Update Discount].



Search...

Revision Two Products  
Products Wholesale

10/9/2023  
9:22 PM

admin admin

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

Discounts  
DEMO 1 2 - Line Item customer

UPDATE DISCOUNTS 3

Discount Code: DEMO 1 Discount by: Percent  
Sequence: 2 Break by: Amount  
☒ Active  
☐ Promotional  
Description: Line Item customer

DISCOUNT BREAKPOINTS CUSTOMERS 1

Customer	Customer Name
AACUSTOMER	Alta Ace

Select Customer and Save

Step 12. Upon clicking [Update Discount] you will get a pop-up on the screen with a filter date with a calendar. Choose the date and click on **[OK]**. **By default, the current date is displayed.**



Search...

Revision Two Products  
Products Wholesale

10/9/2023  
9:27 PM

admin admin

Discounts

DEMO 12 - Line Item customer

UPDATE DISCOUNTS

Discount Code: DEMO 1  
Sequence: 2  
Discount by: Percent  
Break by: Amount  
Active  
Promotional  
Description: Line item customer

DISCOUNT BREAKPOINTS CUSTOMERS

Customer Customer Name  
AACUSTOMER Alta Ace

Update Discounts

Filter Date: 10/9/2023

October 2023

#	Sun	Mon	Tue	Wed	Thu	Fri	Sat
40	1	2	3	4	5	6	7
41	8	9	10	11	12	13	14
42	15	16	17	18	19	20	21
43	22	23	24	25	26	27	28
44	29	30	31	1	2	3	4
45	5	6	7	8	9	10	11

10/10/2023

Select the Date to Update the Discount