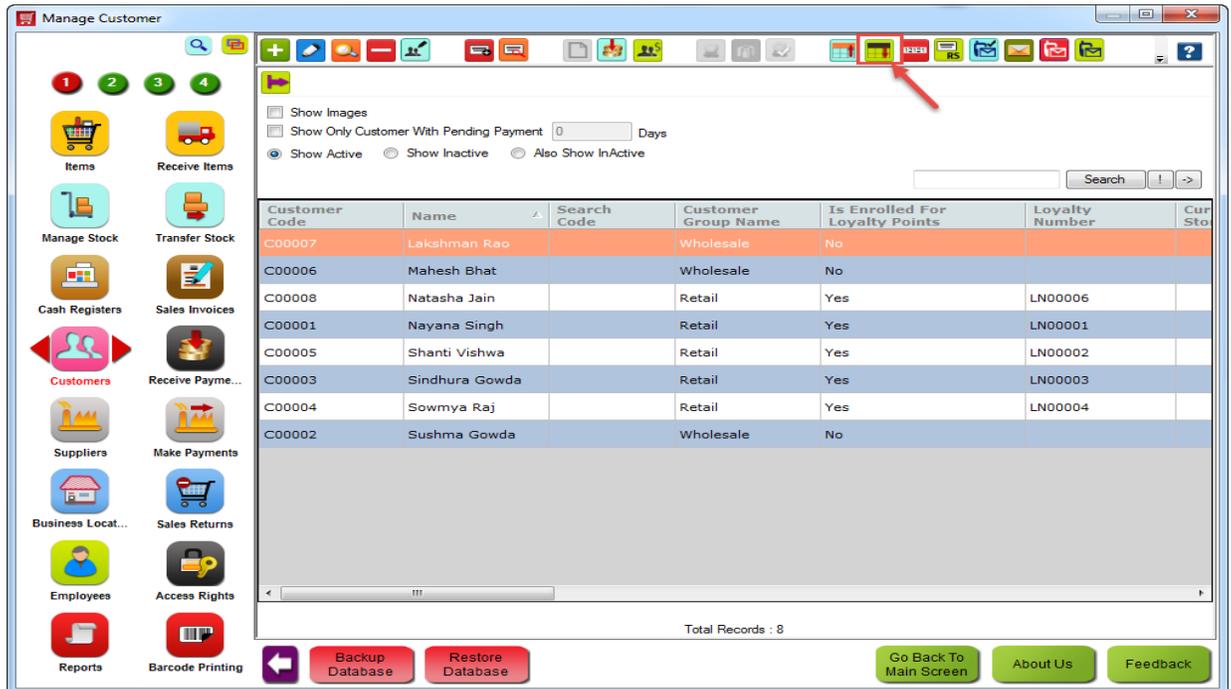


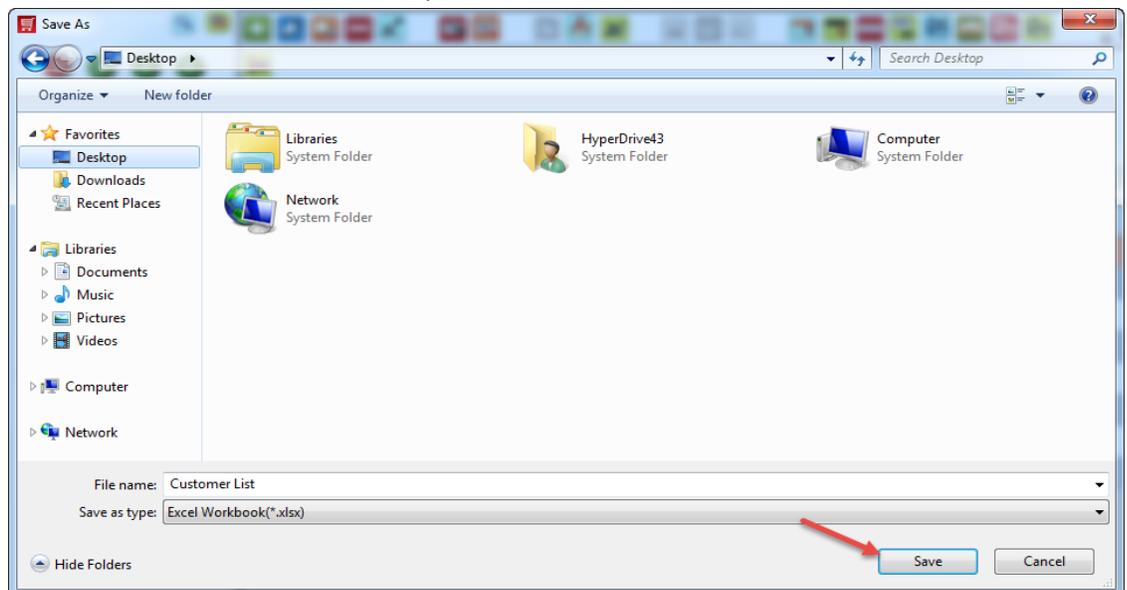
How to add Customer and Supplier GSTIN number through excel upload in HDPOS smart?

To add Customer and Supplier GSTIN number in HDPOS smart, follow the steps below:

1. Run HDPOS smart. Click on **Set-Up**.
2. From Set-Up, Click on **Customers**.
3. From **Manage Customer**, click on **Export Customer** tool strip button.

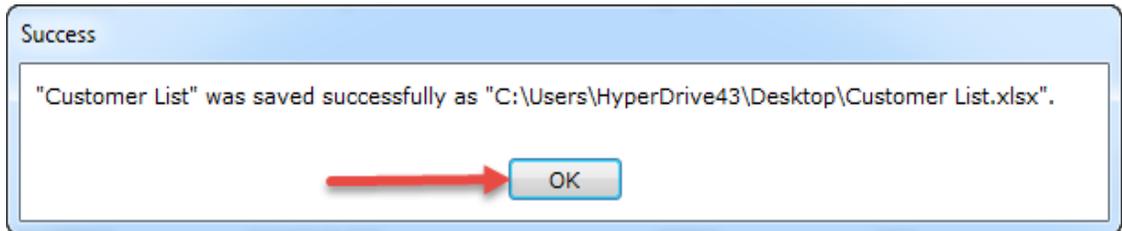


4. You will see **Save As** screen, save the file in preferred location and Click on **Save**.





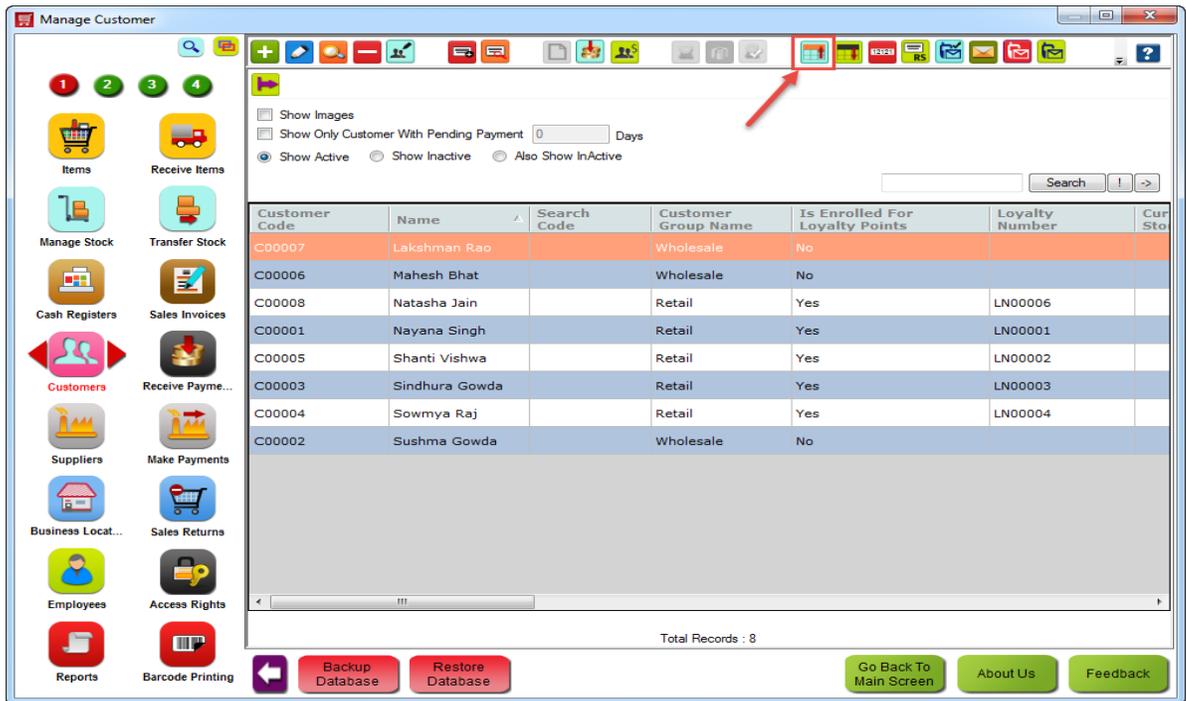
- 5. **Success** screen will pop-up if the file is successfully saved in the desired path. Click on **OK**.



- 6. Enter the customer GST Number in GSTNUMBER column, as shown below.

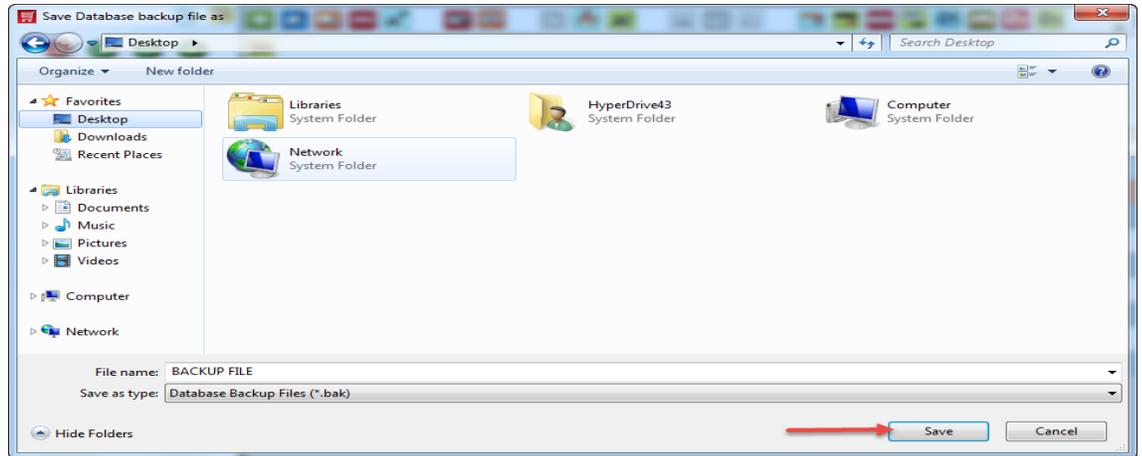
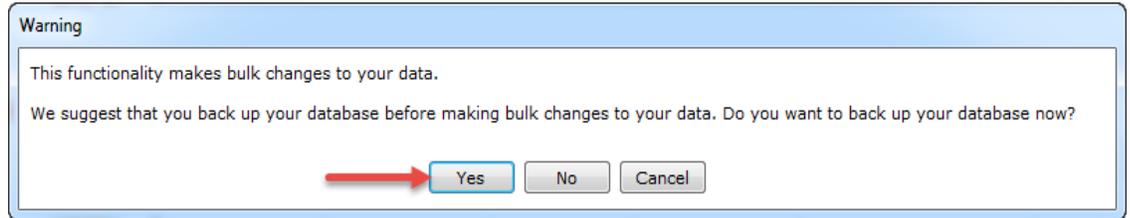
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	CUSTOMER	FIRSTNAME	LASTNAME	ISENROLL	USESYST	LOYALTY	LOYALTY	OPENING	ENROLL	CREDITLI	MOBILEN	ADDRESS	ADDRESS	CITY	STATE	CUSTOMER	VATNUM	CSTNUM	GSTNUMBER
2	C00007	Lakshman	Rao	0	1				0		97000000	10th main	Yashwanth	Bengaluru	Karnataka	Wholesale			ADC153P55987
3	C00006	Mahesh	Bhat	0	0				2000		11000000	#14, 5th cr	Anna Nag	Chennai	Tamil Nac	Wholesale			RTY8594UJ896
4	C00008	Natasha	Jain	1	1	LN00006			2016-05-04		90000000	#15, Norm	M G Road	Bengaluru	Karnataka	Retail			QWE895YU7896
5	C00001	Nayana	Singh	1	0	LN00001			2016-04-07	10000	11000000	Bellandur	Road No	Bengaluru	Karnataka	Retail			HGF458UI6321
6	C00005	Shanti	Vishwa	1	1	LN00002			2016-04-07	0	11000000	Kasthuri	N Road No	Bengaluru	Karnataka	Retail			ABC12345HJ69
7	C00003	Sindhura	Gowda	1	0	LN00003			2016-04-07	100000	11000000	Ramurthy	Road No	Bengaluru	Karnataka	Retail			ERT789K4561
8	C00004	Sowmya	Raj	1	1	LN00004			2016-04-07	0	11000000	K.R.Pura	Road No	Bengaluru	Karnataka	Retail			TRE789159TY3
9	C00002	Sushma	Gowda	0	1				0		11000000	Marathe	Road No	Bengaluru	Karnataka	Wholesale			POI5648HY478

- 7. Save and close the file.
- 8. From **Manage Customer**, click on **Upload Customers**.

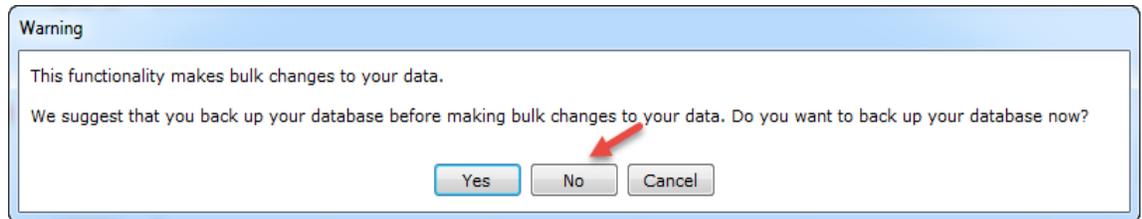




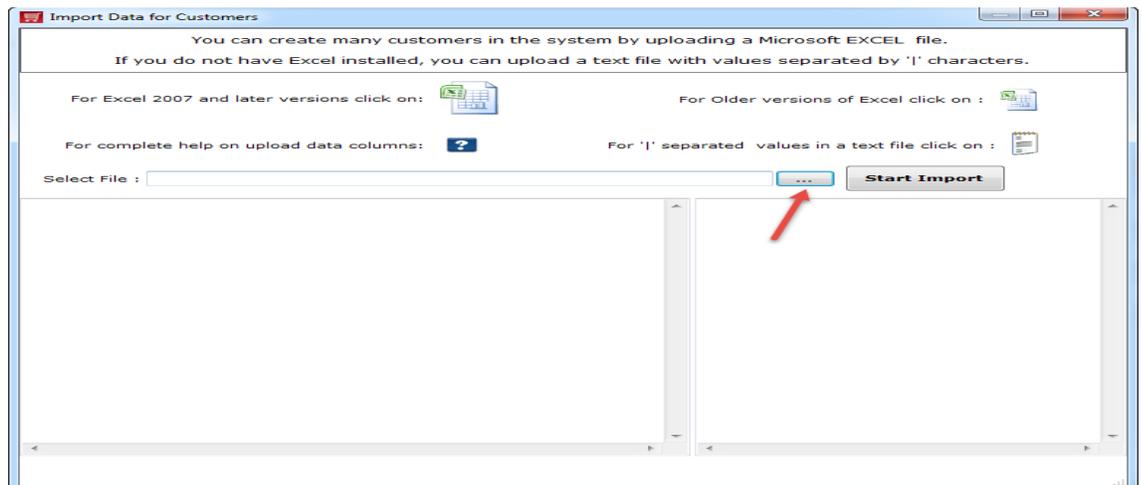
9. You will see a Warning message as shown below for bulk update. Click on **Yes** to backup your database and select the path to save the backup file and click on **Save**.



10. Click on **No** if you don't want to take the back up and proceed with upload.

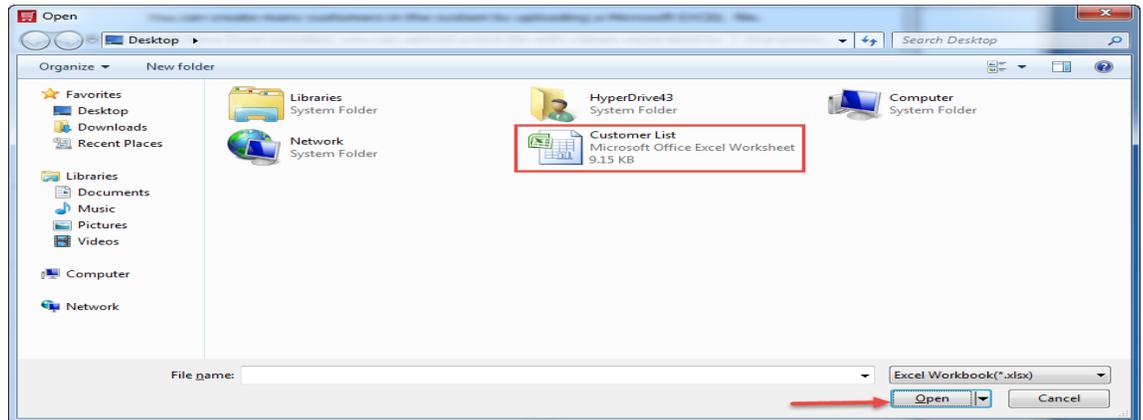


11. **Import Data for Items** screen will display click on 3 dotted buttons to select the file.

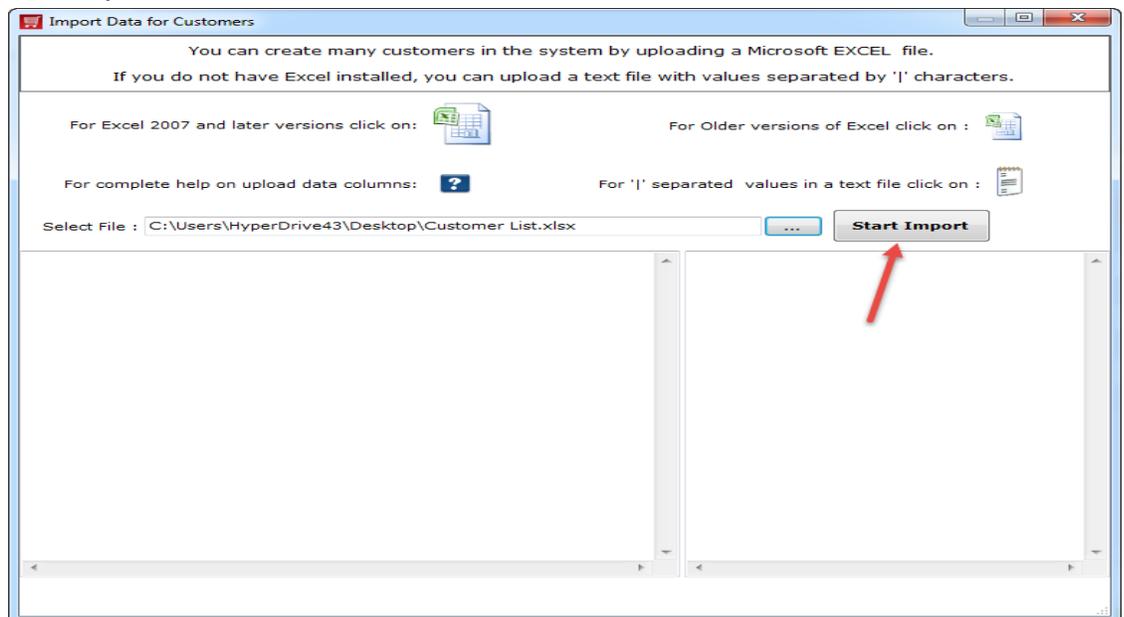




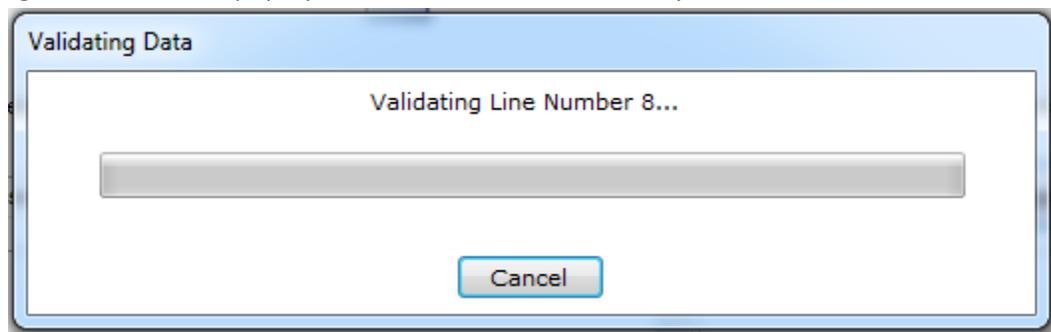
12. Select the excel file and click on **Open**



13. Click on **Start Import**.



14. **Validating Data** screen will pop-up. It will validate if there are any error in the excel sheet.





15. After validating it will show the **Import** pop-up screen for the successful completion. Click on **OK**.

The screenshot shows the 'Import Data for Customers' window. It contains instructions for uploading Excel files and a 'Start Import' button. Below the instructions, a list of customer records is shown, all marked as 'updated successfully'. A red arrow points to the 'OK' button in a confirmation dialog box that says 'Import of "C:\Users\HyperDrive43\Desktop\Customer List.xlsx" is completed successfully.'

Import of "C:\Users\HyperDrive43\Desktop\Customer List.xlsx" is completed successfully.

16. In Manage customer window, the bulk updates of GST number will be displayed as shown below.

The screenshot shows the 'Manage Customer' window. It features a sidebar with navigation icons and a main table of customer records. The 'GSTNumber' column is highlighted in red for all rows. The table contains 8 records with columns for Name, Birth Date, Anniversary Date, VATNo, CSTNo, GSTNumber, TINNo, PANNo, and Email.

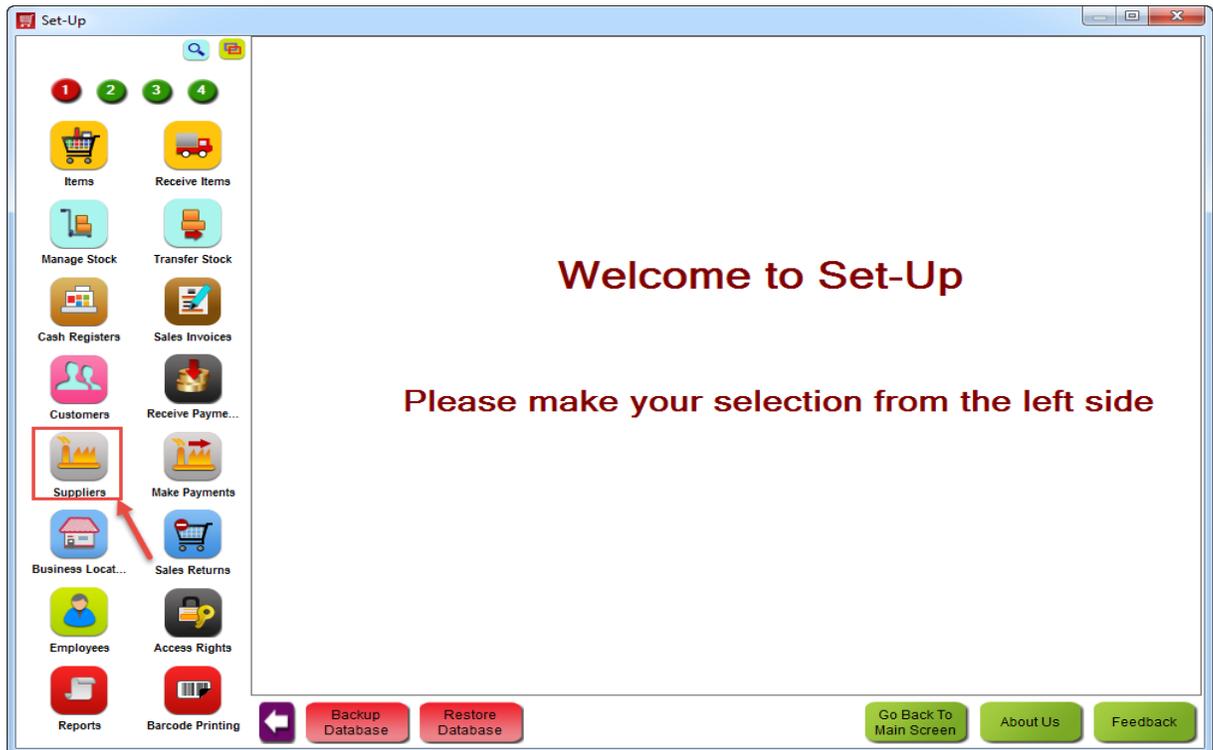
Name	Birth Date	Anniversary Date	VATNo	CSTNo	GSTNumber	TINNo	PANNo	Email
rnataka					ADC153R55987			lakshma
mil Nadu	14/03/1990 12:00 AM				RTY8594IU896			mahesh
rnataka					QWE895YU7896			natasha
rnataka					HGF458UI6321			Nayana
rnataka					ABC12345HJ69			shanthi
rnataka					ERT789KK4561			Sindhu
rnataka					TRE789159TY3			sowmya
rnataka					POI5648HY478			Sushma



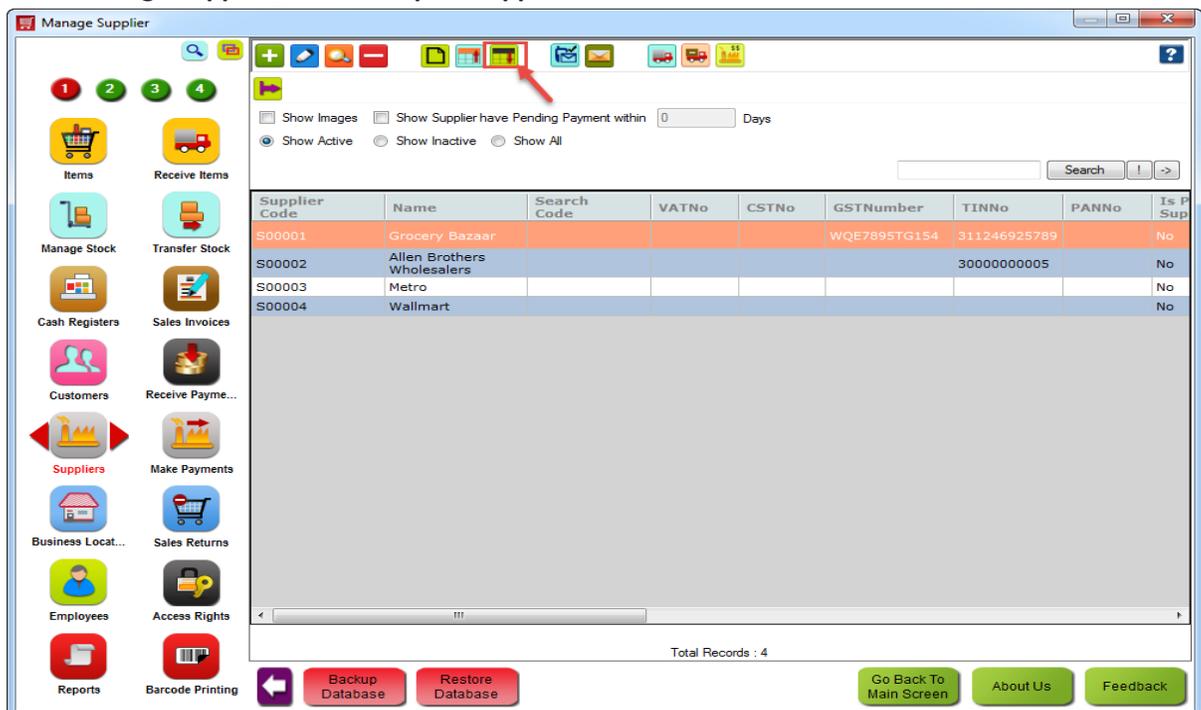


To Add Supplier GSTIN number:

1. From 1st page of Set-Up, click on **Suppliers**.

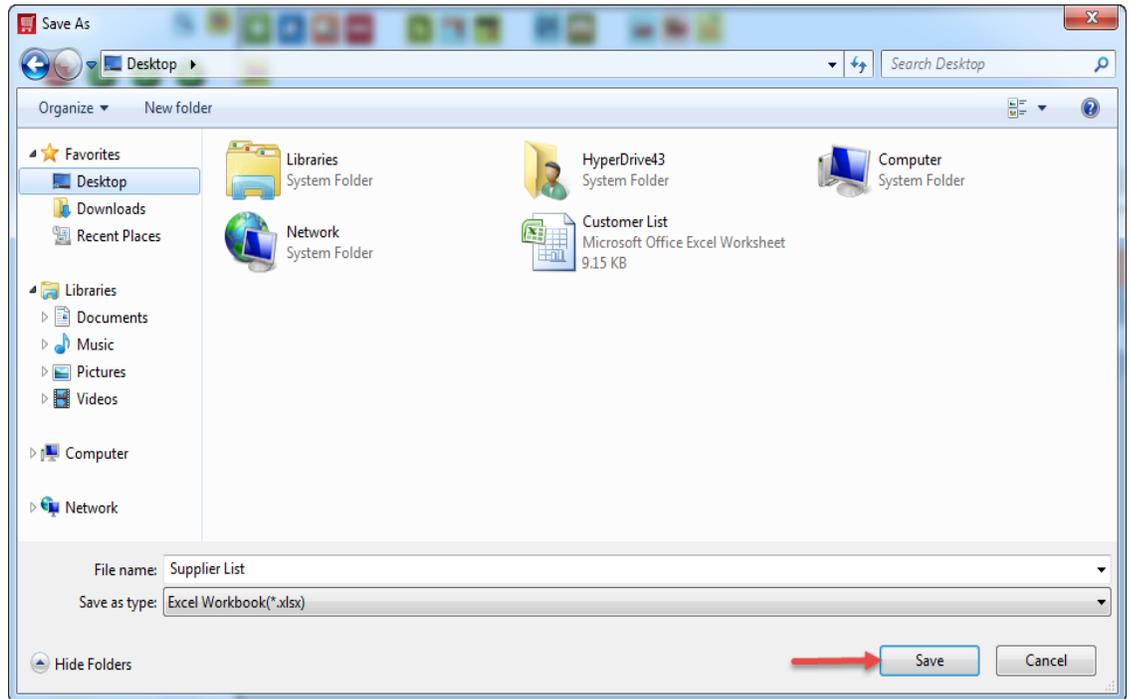


2. From **Manage Supplier**, click on **Export Supplier**.

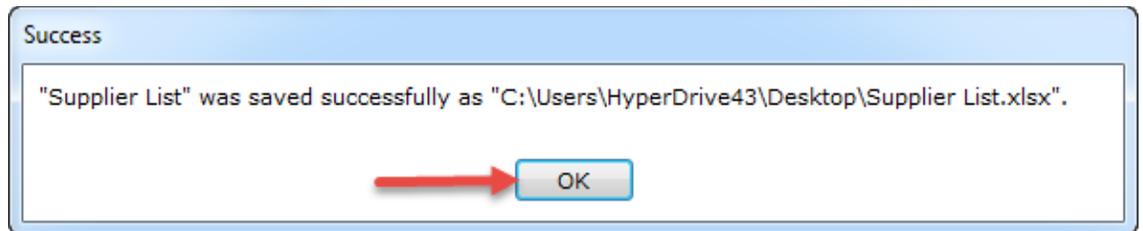




3. You will see **Save As** screen, save the file in preferred location and Click on **Save**.



4. **Success** screen will pop-up if the file is successfully saved in the desired path. Click on **OK**.



5. Enter the customer GST Number in GSTNUMBER column, as shown below.

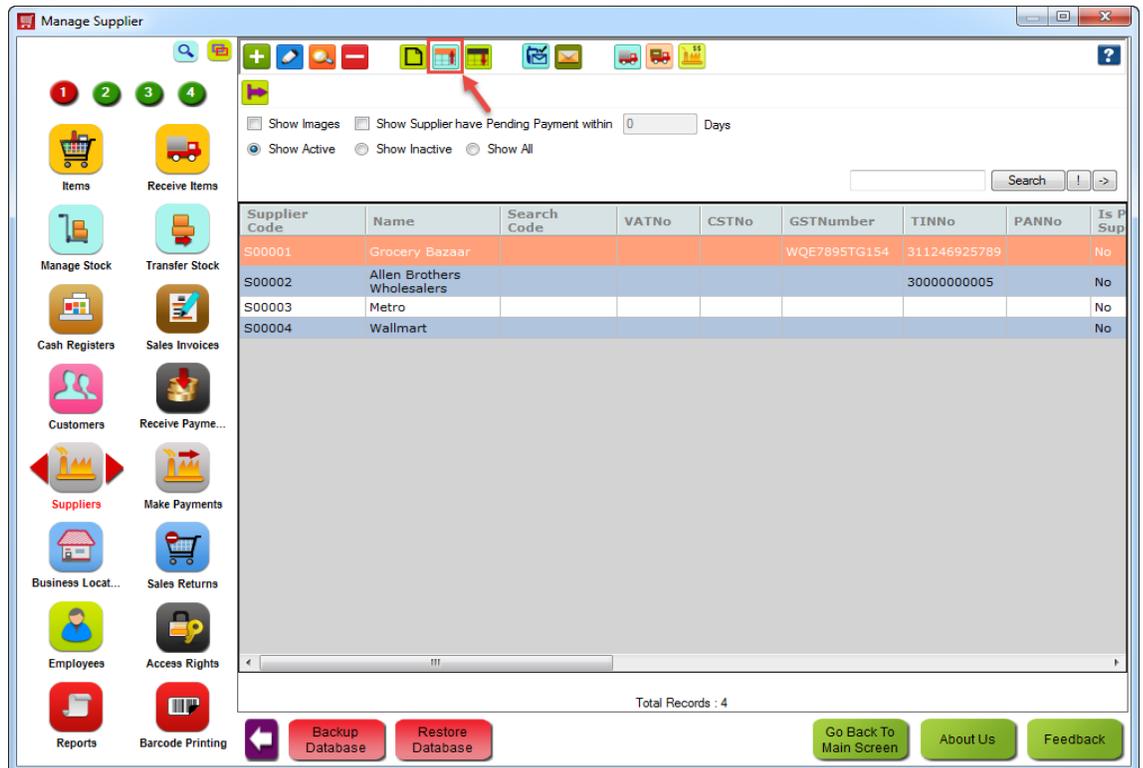
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	SUPPLIER	SUPPLIER	SUPPLIER	FIRSTNAME	LASTNAME	SEARCH	(IS	PREFE	PAYMENT	ADDRESS	ADDRESS	CITY	STATE	ZIPCODE	MOBILE	EMAIL	WEBSITE	VATNO	CSTNO	GSTNUMBER
2	S00001		Grocery B	Siddhartha	Verma		0	7		Kasthuri N Road No 1	Bengaluru	Karnataka		220000001	siddhartha	www.abc.com				WQE7895TG154
3	S00002		Allen Broth	Shankar	Mahadev		0	0		Marathehe Road No 1	Bengaluru	Karnataka		220000001	shankar	www.abc.com				EWQ78954RT15
4	S00003		Metro				0	0			Bangalore	Karnataka								REW897RT8745
5	S00004		Wallmart				0	0			Chennai	Tamilnadu								POR520YT9635
6																				

6. Save and close the file.

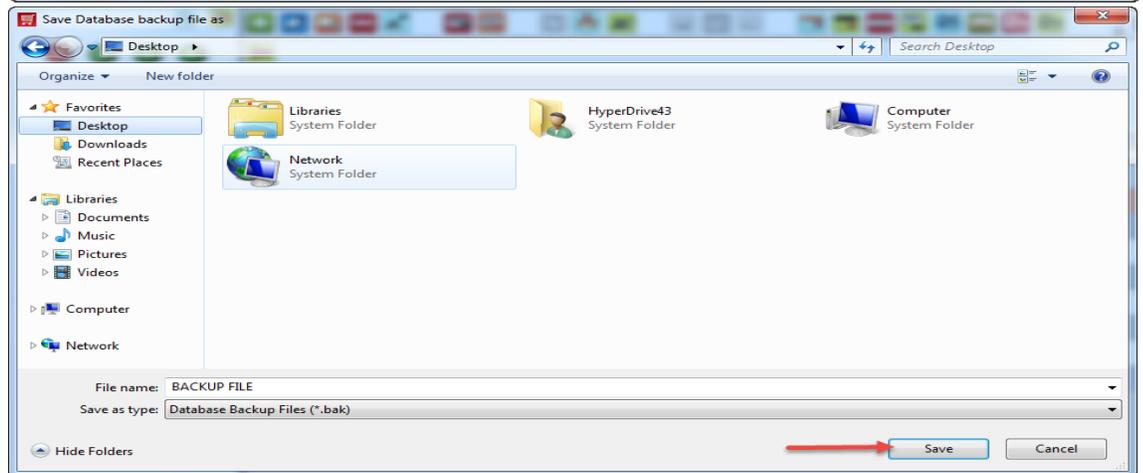
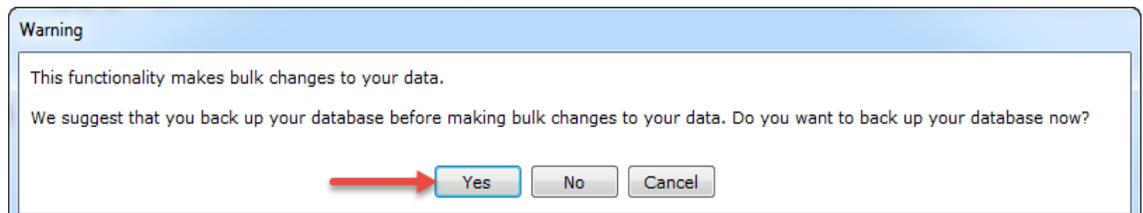




7. From **Manage Supplier**, click on **Upload Suppliers**.

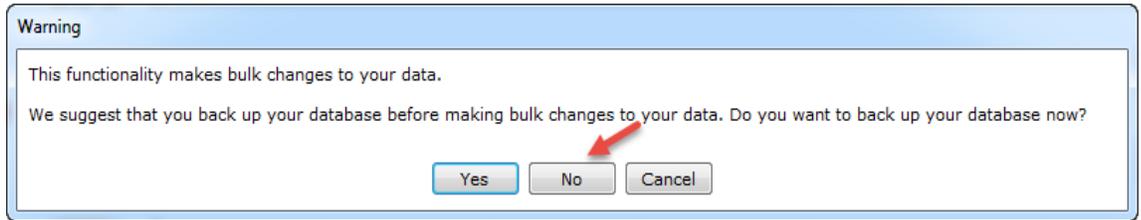


8. You will see a Warning message as shown below for bulk update. Click on **Yes** to backup your database and select the path to save the backup file and click on **Save**.

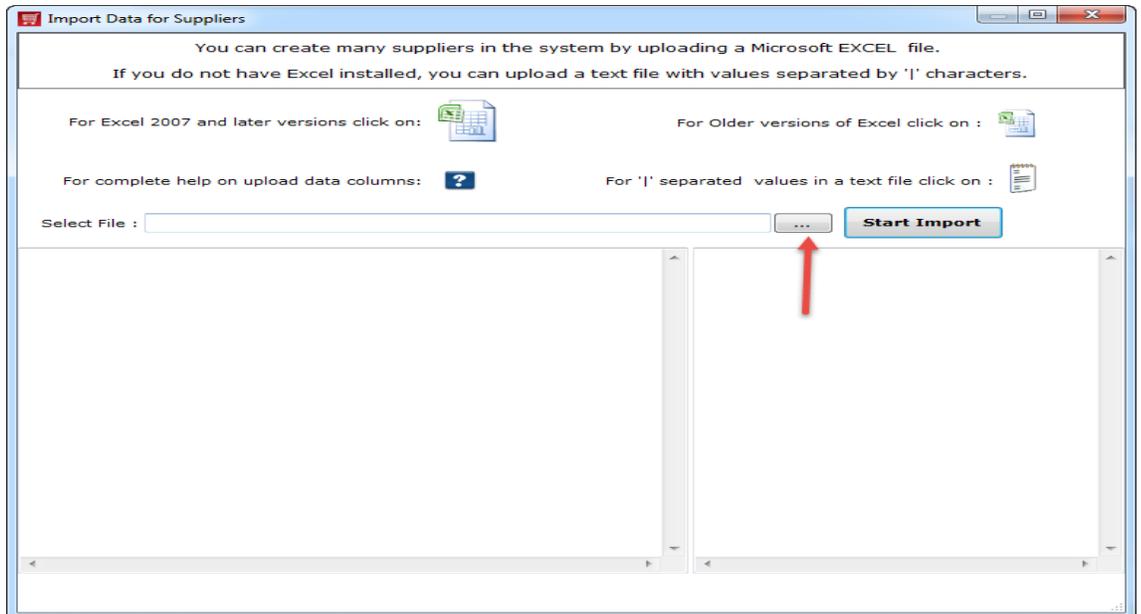




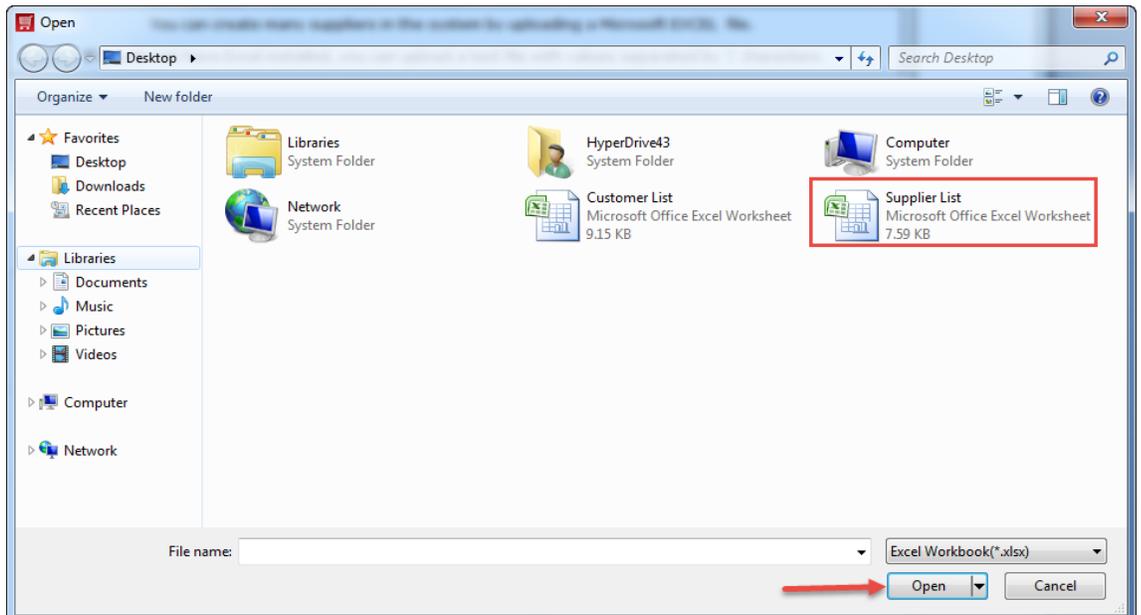
9. Click on **No** if you don't want to take the backup and proceed with upload.



10. **Import Data for Items** screen will display click on 3 dotted button to select the file.

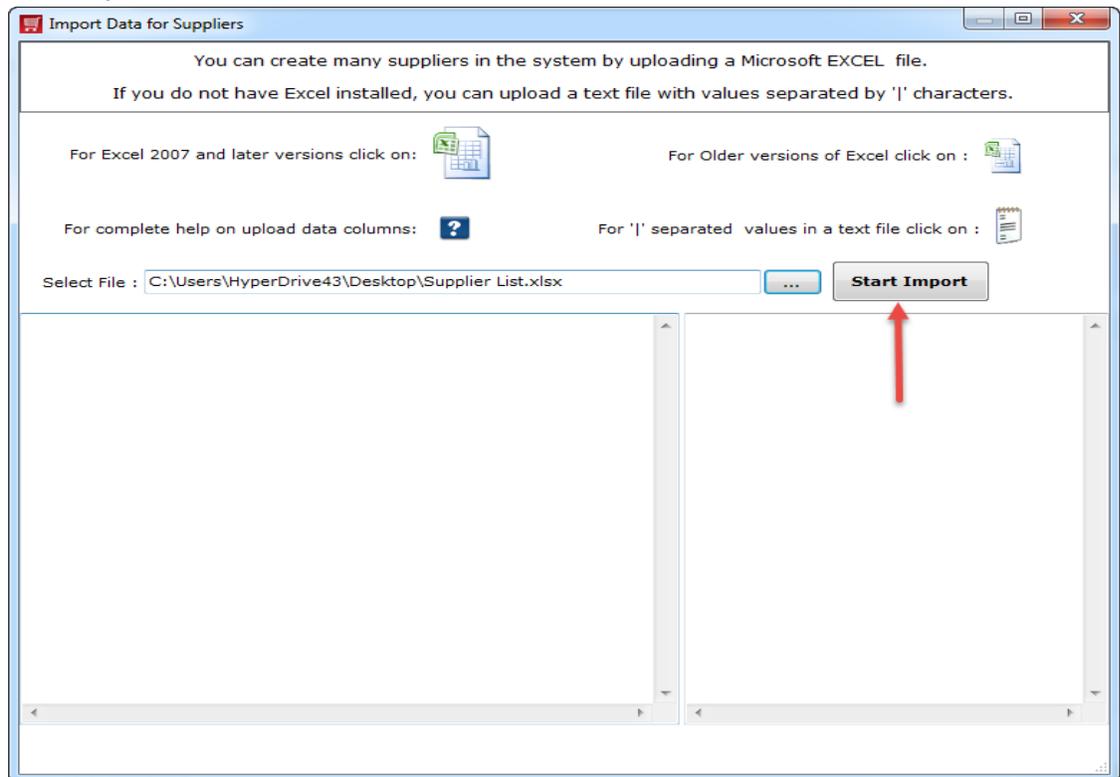


11. Select the excel file and click on **Open**

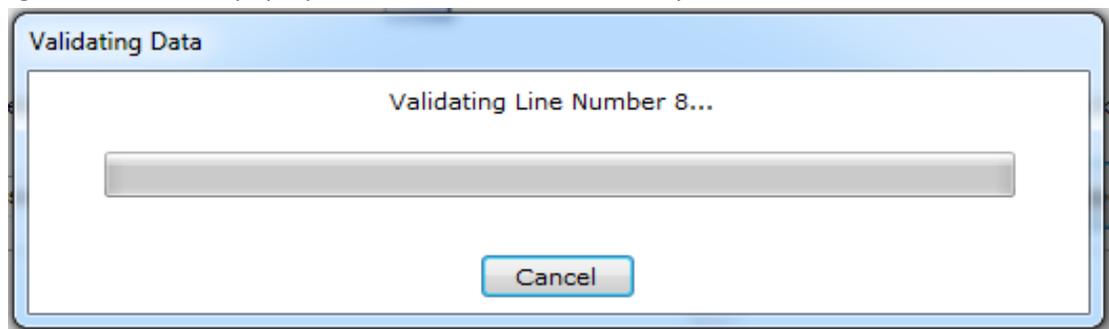




12. Click on **Start Import**.

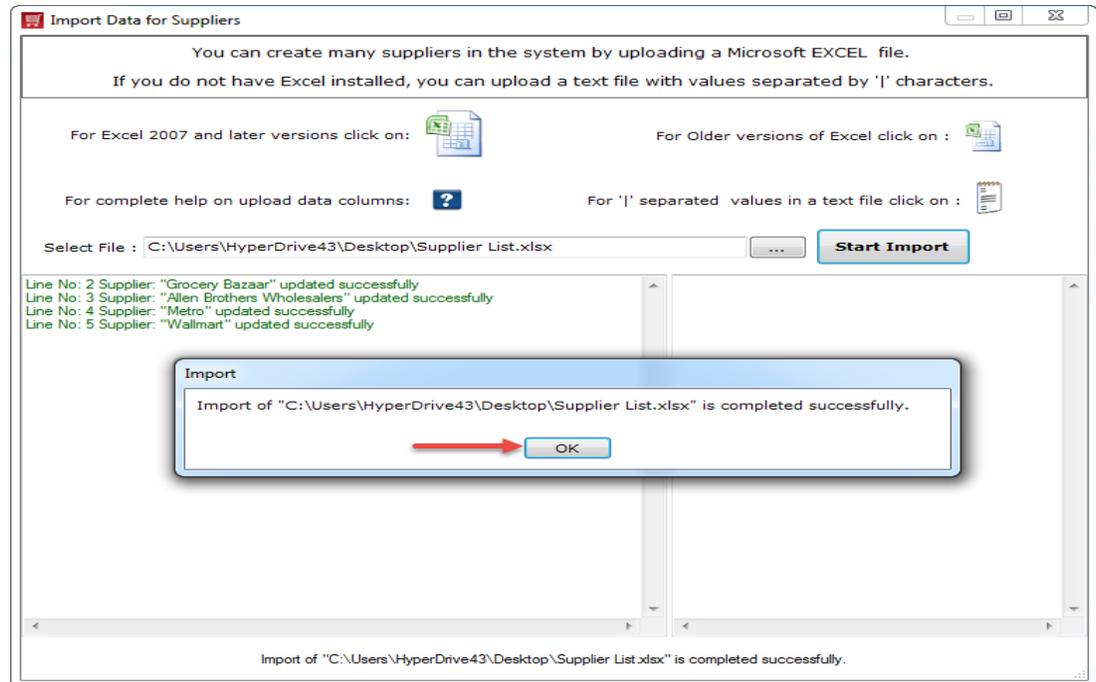


13. **Validating Data** screen will pop-up. It will validate if there are any error in the excel sheet.





14. After validating it will show the **Import** pop-up screen for the successful completion. Click on **OK**.



15. In **Manage Supplier** window, the bulk updates of GST number will be displayed as shown below.

