

Auto round off invoice and GRN amount

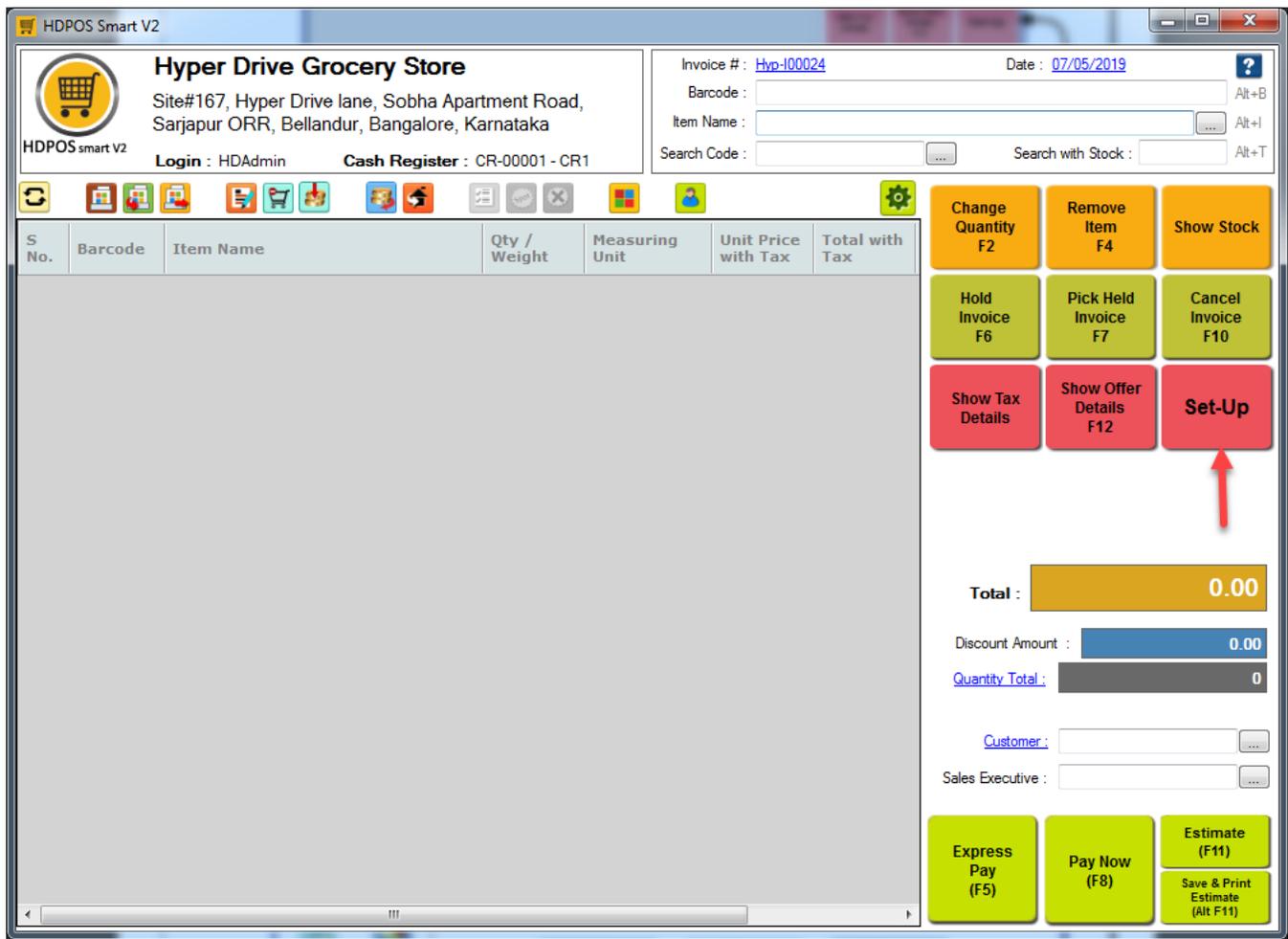
In this tutorial we will explain you how to do setting for round off. In HDPOS smart you can round off your invoices and GRN. This option allows user to set an amount to which the final invoice/GRN amount will be rounded to in case the invoice amount is a fractional amount. For example if we set round off amount to 1 and the invoice amount is 199.34 then the amount will not get round off but if the fractional value starts from 5 or greater than 5 then it will round off the amount like if amount is either 199.52 or 199.67 then it will round up to 200.

Depending on your need you can assign round off limit. If you are providing 5 then your round off amount will get round up to nearest either 0 or 5.

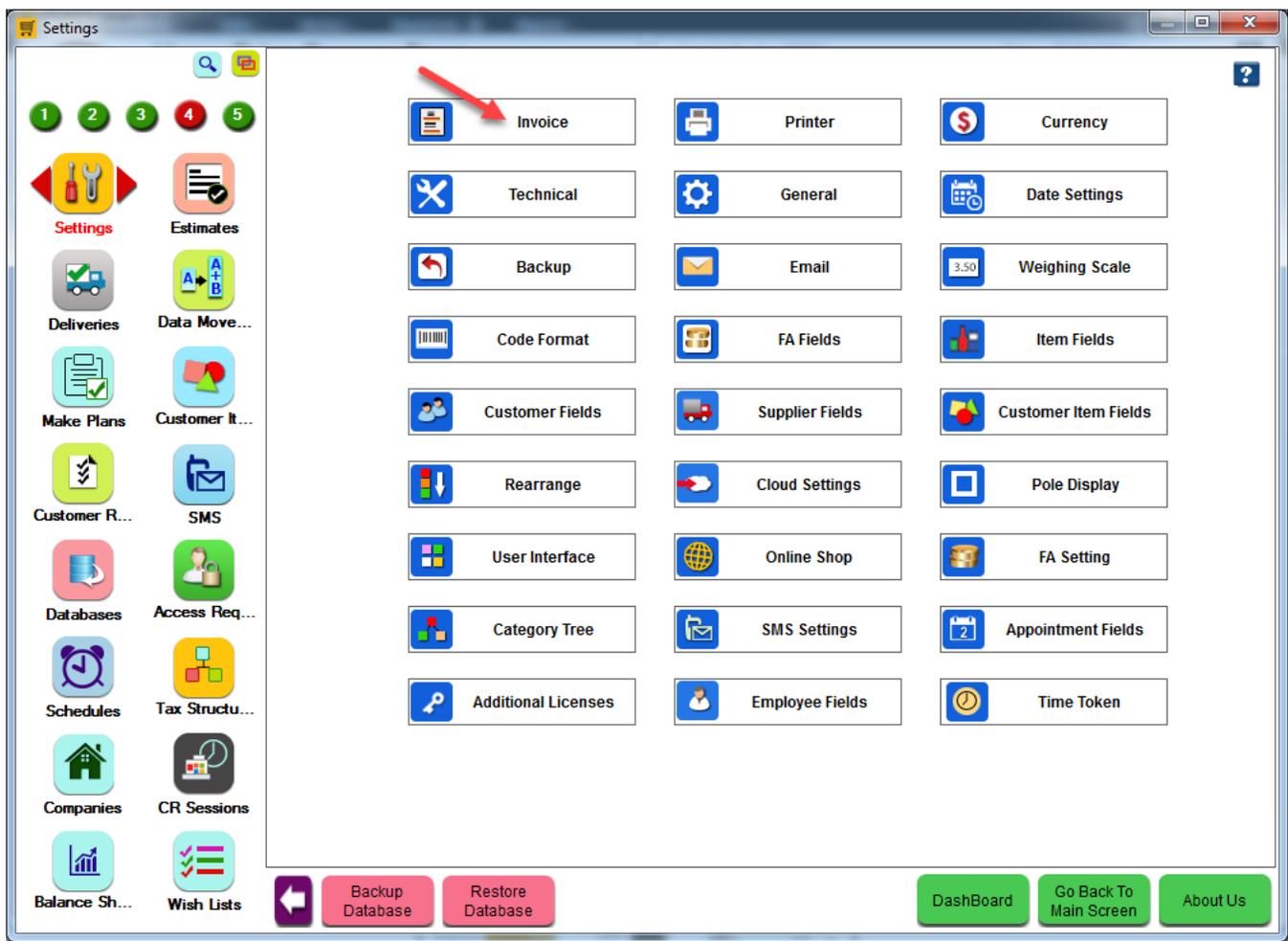
Step 1: Assign round off limit

Follow the below steps to do setting for round off.

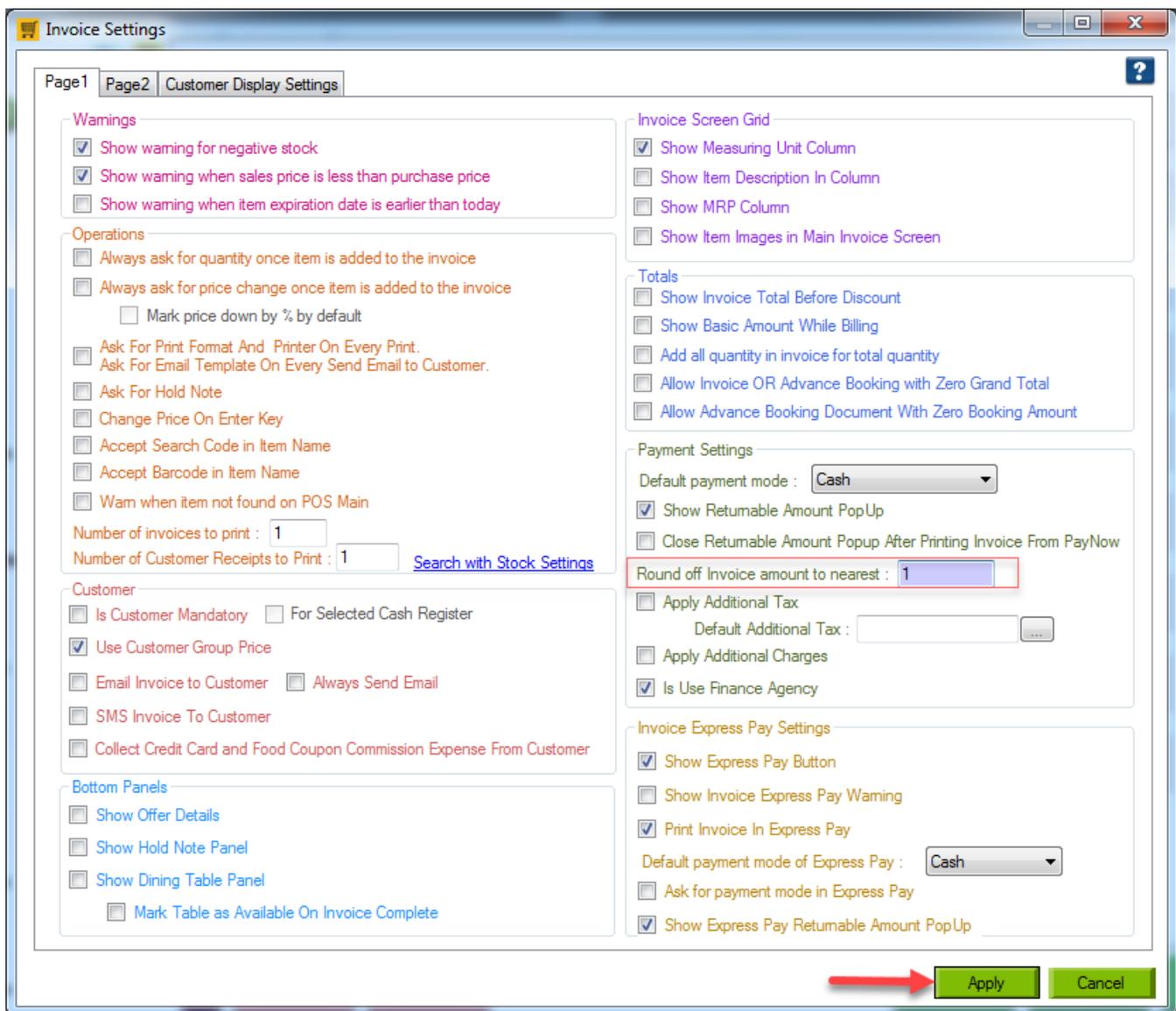
1. Run HDPOS smart
2. From Main invoice screen select **Set-Up**



3. From 4th page of Set-Up select **Settings>Invoice**.



4. Enter the round off limit in '**Round off Invoice amount and GRN**' under **Payment Settings** (For example we have taken nearest round off amount value as 1). Click on **Apply**.



Step 2: Make invoice with round off amount

1. Go to main invoice screen and select items to make invoice
2. Click on Pay Now.

HDPOS Smart V2

Hyper Drive Grocery Store
 Site#167, Hyper Drive lane, Sobha Apartment Road,
 Sarjapur ORR, Bellandur, Bangalore, Karnataka

Invoice #: Hyp-100024 Date: 07/05/2019

Barcode: Alt+B
 Item Name: Alt+I
 Search Code: Search with Stock: Alt+T

HDPOS smart V2 Login: HDAdmin Cash Register: CR-00001 - CR1

S No.	Barcode	Item Name	Qty / Weight	Measuring Unit	Unit Price with Tax	Total with Tax
1	T00071	24 Letter Mantra Organic Corn Flakes	1	Qty	136.34	136.34
2	T00013	Britannia Whole Wheat Bread	1	Qty	27.45	27.45
3	T00024	Britannia Good Day Rich Butter Cookies	1	Qty	36.60	36.60

Change Quantity F2 Remove Item F4 Show Stock
 Hold Invoice F6 Pick Held Invoice F7 Cancel Invoice F10
 Show Tax Details Show Offer Details F12 Set-Up

Total : 200.39

Discount Amount : 0.00
 Quantity Total : 3

Customer: Lakshman Rao
 Sales Executive: Srihari Vemula

Express Pay (F5) Pay Now (F8) Estimate (F11)
 Save & Print Estimate (Alt F11)

- You will see in Pay Now screen that opens your total invoice amount get round off as per given round off limit.
- To save the invoice with round off amount click on **Save/Save & Print** button at the bottom of the Pay Now screen.

Pay Now Invoice Number : Hyp-100024 Invoice Date : 07/05/2019

Customer Info
 Customer: Lakshman Rao Alt+C Sales Executive: Srihari Vemula Alt+S
 Available Credit Limit : 0.00 Customer Email : lakshman@abc.com Send email to Customer
 Customer Mobile Number : 9700000002 Send sms to Customer

Invoice Info

Total Before roundoff :	200.39	Quantity Total :	3	Tax Details :	
Round Off Amount :	-0.39	Number of Items :	3	CGST@2.5	4.77
Total :	200.00	Discount Included :	0.00	SGST@2.5	4.77
		Tax Included :	9.54		

Payment Detail

Cash Card Cheque Store Credit Advance Amount Approved Pending Gift Card Bank Transfer Food Coupon

Amount Received : 200.00 Alt+A  Ctrl+P

Pending Amount : 0.00
Cash : 200.00

Note :

Goods Delivered : Print Delivery Challan :

Total Commission Expense : 0.00
 Total Received Amount : 200.00
 Returnable Balance : 0.00
 Save Returnable Amount as Customer Advance (F4) :

Save & Print Estimate (F11) **Save Estimate (F12)** **Save & Print Invoice (F5)** **Save Invoice (F8)** **Cancel**

Note: The same setting will be applied for **GRN** also.