

How to keep same layout of Set-Up screen for all users?



HDPOS smart Tutorials

To keep same layout of Set-Up screen for all users, follow the steps below.

1. Run **HDPOS smart**. From main invoice screen click on **Set-Up** button.

S No.	Barcode	Item Name	Qty / Weight	Measuring Unit	Unit Price with Tax	Total with Tax
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2. From **Set-Up** screen click on **Setup Button Reorder Manager** button.

Welcome to Set-Up

Please make your selection from the left side



3. You can see the **Setup Button Reorder Manager** screen with all buttons of Set-Up screen.



4. On the right hand side of the screen, you will see the following options to reorder the buttons of the Set-Up screen.

5. Reorder the screen as per your requirement.

For Example:

- **Hide** the buttons **Accounting**, **FA Transaction** from 2nd page; **Table Manager** and **Wish List** from 4th page.
- **Interchange** the buttons-**Shop (BL)** and **Receive Item**.
- **Insert** the **Exchange** button after **Sales Return**.
- **Group** the items **Stock**, **Stock Transfer** and **Stk Transaction**, **Stock Ledger** into a group called **Stock Info**.

6. After doing all these changes the Set-Up screen will look like as shown below. Click on **Save** button.



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Stock Info Group

Accounting

FA Transaction

Hidden Buttons

7. The current layout is applicable to the logged in user.

HDPOS smart

HD Variety Store

#167, Green Glen Layout, Sobha Apartment Road, BELLANDUR, Bangalore, Karnataka, 560032.

Invoice #: HD-100018 Date: 15/10/2015

Barcode: [input] Alt+B

Item Name: [input] Alt+I

Search Code: [input] Search with Stock: [input] Alt+T

Manage Items

Categories

Show All Category Items

Search [input]

Category Name	Item Name	Barcode	Search Code	MRP	Sales Price	Sales Measu
Electronics	adapter	T00002		0.00	250.00	Qty
Grocery	batman	TY9	9	1,000.00	1,000.00	Pc
Misc	donald duck	TY5	5	185.00	185.00	Pc
Toys	dora doll	TY4	4	1,000.00	1,000.00	Pc
	Gift Card	T00008	2020	2,000.00	2,000.00	Qty
	hotwheels	TY2	2	150.00	150.00	Pc
	mickymouse club	TY1	1	2,500.00	2,500.00	Pc
	nuts	T00001		100.00	100.00	Qty
	nuts box	T00003		100.00	100.00	pcs
	old TV	T00007		1,000.00	1,000.00	Qty
	pizza	T00006		100.00	100.00	Qty
	remote helicopter	TY8	8	600.00	600.00	Pc
	sand tools	TY6	6	160.00	160.00	Pc
	spiderman face mask	TY3	3	225.00	225.00	Pc
	teddy bear	TY7	7	450.00	450.00	Pc
	दोमटो	T00004		50.00	50.00	Kg
	बटर	T00005		45.00	45.00	Qty





8. If you want the same layout for other users, then restart the application and login with the user for whom you want to copy the layout.
9. For Example the above layout is made for HDAdmin. If you want the same layout of HDAdmin to another user “c”, then restart the application HDPOS smart and login with “c”.
10. Go to Set-Up screen and click in the field of **Copy setup layout from login**.

Copy setup layout from login :

11. Here you will see all user ids of employees.

Copy setup layout from login

c
c
HDAdmin
rishi
s

12. Select HDAdmin here and click on Copy button.

Copy setup layout from login :

13. Click on **Save** button to save the changes.
14. The Set-Up screen will be same for **HDAdmin** user and “c” user.



HDPOS smart

HD Variety Store
#167, Green Glen Layout, Sobha Apartment Road,
BELLANDUR, Bangalore, Karnataka, 560032.

Invoice #: HD-100018 Date: 15/10/2015

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

HDPOS smart Login : c Cash Register : 01 - Manager's Drawer

Manage Employee

1 2 3 4 5

Show Active Employees only Show Inactive Employees only Show All
 Show Images

Employee Code	Name	Search Code	Joining Date	Department	Designation	Location Name
E1	Srujana s		15/10/2015 12:08 PM			
E2	e e		15/10/2015 12:09 PM			

Item Shop (BL) Stock Info Cash Register Sales Invoice Customer Rcv Payment Supplier Pay Supplier Receive Item Sales Return Exchange

15. If you want to keep same layout for any other user, repeat the steps **Step8-Step13**.