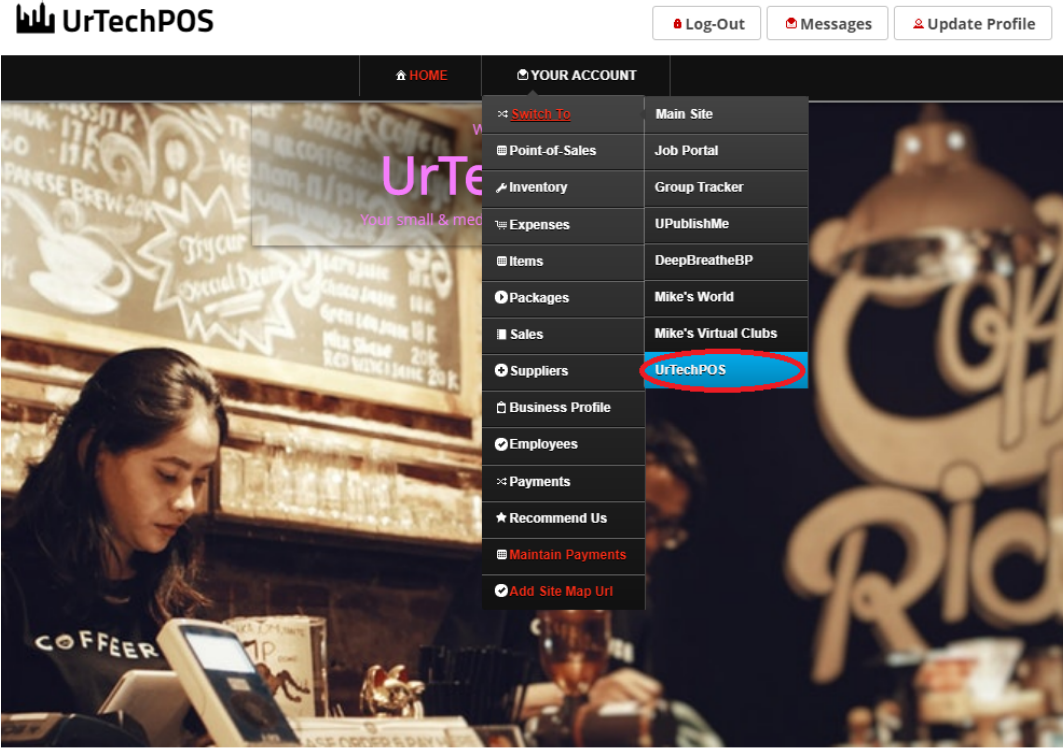


1. Go to the UrTechPOS website:

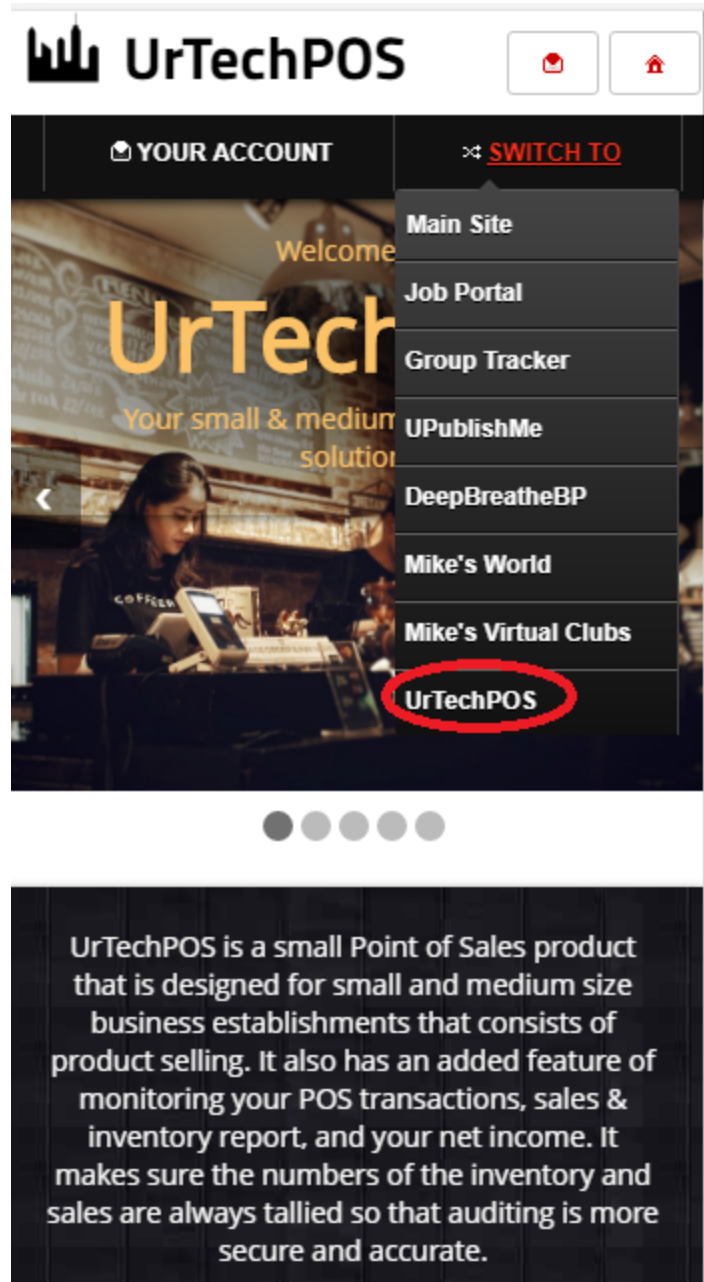
- a. Desktop



The screenshot displays the UrTechPOS desktop interface. At the top left is the UrTechPOS logo. To the right are buttons for 'Log-Out', 'Messages', and 'Update Profile'. Below the logo is a navigation menu with 'HOME' and 'YOUR ACCOUNT' sections. The 'YOUR ACCOUNT' section includes a 'Switch To' dropdown menu with the following options: Main Site, Job Portal, Group Tracker, UPublishMe, DeepBreatheBP, Mike's World, Mike's Virtual Clubs, **UrTechPOS** (highlighted in blue), Business Profile, Employees, Payments, Recommend Us, Maintain Payments, and Add Site Map Url. The background image shows a barista working at a coffee counter with a menu board in the background.

UrTechPOS is a small Point of Sales product that is designed for small and medium size business establishments that consists of product selling. It also has an added feature of monitoring your POS transactions, sales & inventory report, and your net income. It makes sure the numbers of the inventory and sales are always tallied so that auditing is more secure and accurate.

- a. Mobile Devices



The screenshot shows the UrTechPOS website interface. At the top, there is a logo for UrTechPOS and two icons (a mail icon and a home icon). Below the logo, there is a navigation bar with "YOUR ACCOUNT" and "SWITCH TO". A dropdown menu is open, listing several options: "Main Site", "Job Portal", "Group Tracker", "UPublishMe", "DeepBreatheBP", "Mike's World", "Mike's Virtual Clubs", and "UrTechPOS". The "UrTechPOS" option is circled in red. Below the menu, there is a carousel of five dots, with the first dot being filled. Below the carousel, there is a text box with the following text:















UrTechPOS is a small Point of Sales product that is designed for small and medium size business establishments that consists of product selling. It also has an added feature of monitoring your POS transactions, sales & inventory report, and your net income. It makes sure the numbers of the inventory and sales are always tallied so that auditing is more secure and accurate.

2. Click **Inventory** from the menu:

a. **Desktop**

Inventory

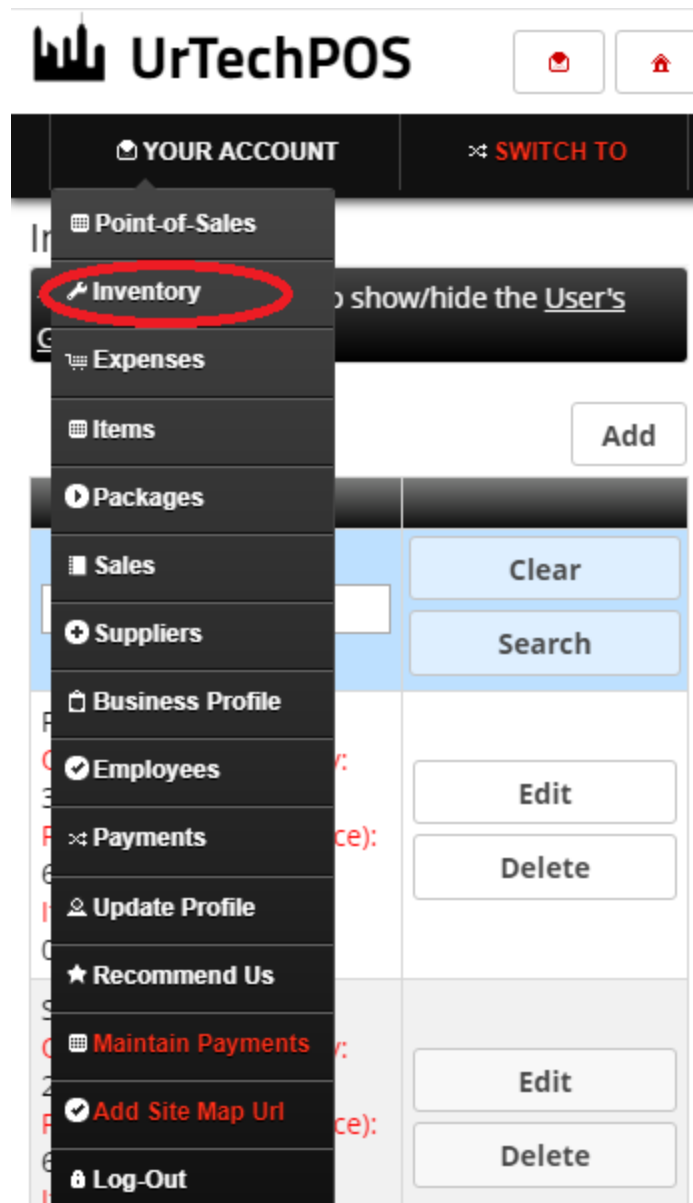
+ Read me first (click to show/hide the User's Guide information)

-  Switch To
-  Point-of-Sales
-  **Inventory**
-  Expenses
-  Items
-  Packages
-  Sales
-  Suppliers
-  Business Profile
-  Employees
-  Payments
-  Recommend Us
-  Maintain Payments
-  Add Site Map Url

Add

Items	Quantity Sold/Quantity	Items (Piece)	Date Added	
<input type="text"/>				Clear
				Search
Pale Pilsen	31/127		02-Jul-2019	Edit Delete
San Mig Light	217/177		02-Jul-2019	Edit Delete
San Mig Apple Flavored	36/86		02-Jul-2019	Edit Delete
Rh Stallion	115/322	60(26)	02-Jul-2019	Edit Delete

b. Mobile Devices



3. Adding the inventory is needed before you can run the POS and even before you can make promos. Note that, everytime a group of products comes in, you just need to add an inventory of that product even if an inventory of the product already exists. Since product's capital price change, it is advised that you just add a new inventory data here. This is so that you can monitor which date a group of products that comes in. You only need to edit an inventory if there is a typo on the quantity:
- **Add** button adds an inventory
 - **Edit** button updates/changes an existing inventory
 - **Delete** button deletes an existing inventory

a. Desktop



Log-Out

Messages

Update Profile





HOME

YOUR ACCOUNT

Items

+ Read me first (click to show/hide the User's Guide information)

Add

Name	Item Type	Size	
<input type="text"/>	Beverages		Clear
			Search
 Ice Tea	Beverages	1 pack	Edit
			Delete
 Alfonso	Beverages	70cl	Edit
			Delete
 Mineral Water	Beverages	500ML	Edit
			Delete
 1 Liter Red Horse	Beverages	1 liter	Edit
			Delete

b. Mobile Devices



UrTechPOS

YOUR ACCOUNT SWITCH TO

Items

+ Read me first (click to show/hide the [User's Guide](#) information)

Add

Name	Item Type	Size	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Clear"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Search"/>
 Ice Tea			<input type="button" value="Edit"/> <input type="button" value="Delete"/>
 Alfonso			<input type="button" value="Edit"/> <input type="button" value="Delete"/>

- Once you click the **Add** or **Edit** Button, it will take you to this page. Fill the information of each item here. The quantity is the number of products that is currently added to your business. Expiration date is optional, this is only for products that expires.

- Desktop**

Items*

Pale Pilsen ▼

Suppliers*

San Miguel Brewery ▼

Expiration Date

Quantity*

0/10

127

Capital/Piece

0/10

27

Price/Piece




0/10

60

Cancel

Ok

b. Mobile Devices

 **UrTechPOS**  

YOUR ACCOUNT **SWITCH TO**

Inventory

Items*
Pale Pilsen ▼

Suppliers*
San Miguel Brewery ▼

Expiration Date

Quantity* 0/10

Capital/Piece 0/10

Price/Piece 0/10