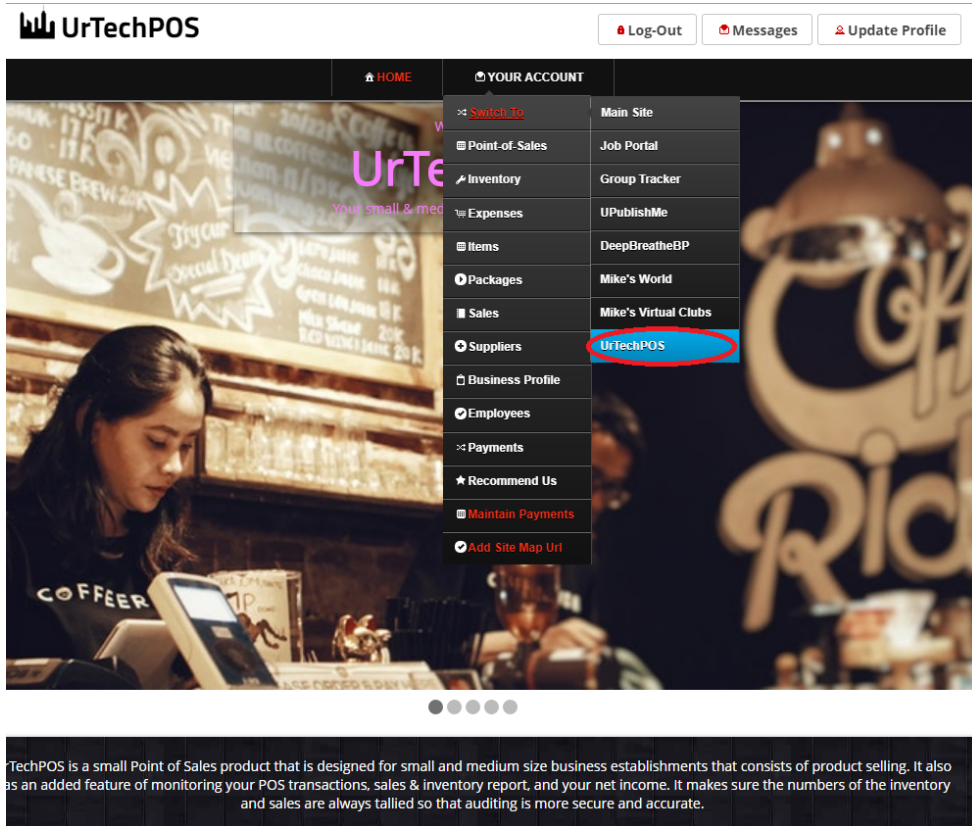


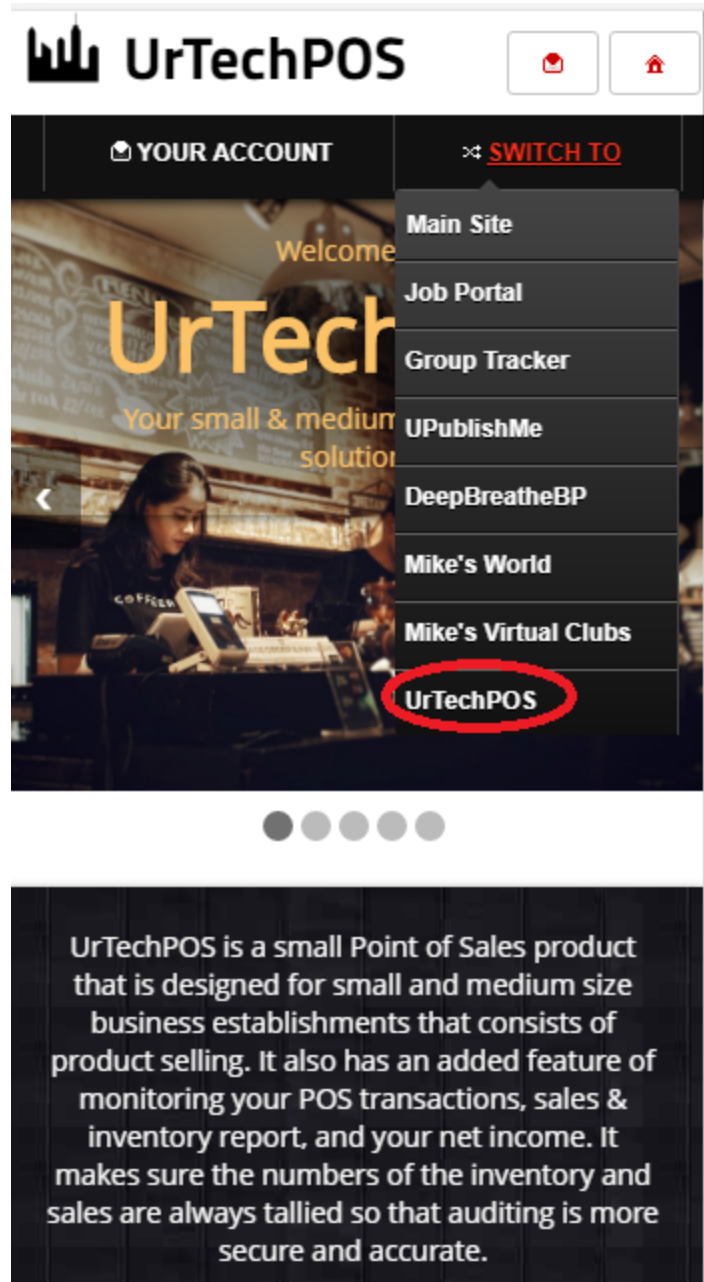
1. Go to the UrTechPOS website:

a. Desktop



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 left is the UrTechPOS logo. To its right are two icons: a red envelope and a red house. Below the logo is a navigation bar with 'YOUR ACCOUNT' and a 'SWITCH TO' dropdown menu. The dropdown menu lists 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 navigation bar is a large banner image of a woman at a coffee counter. Below the banner are five grey dots. At the bottom of the page is a dark grey box with white text describing the UrTechPOS product.

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 **Suppliers** from the menu:

a. Desktop



Log-Out

Messages

Update Profile

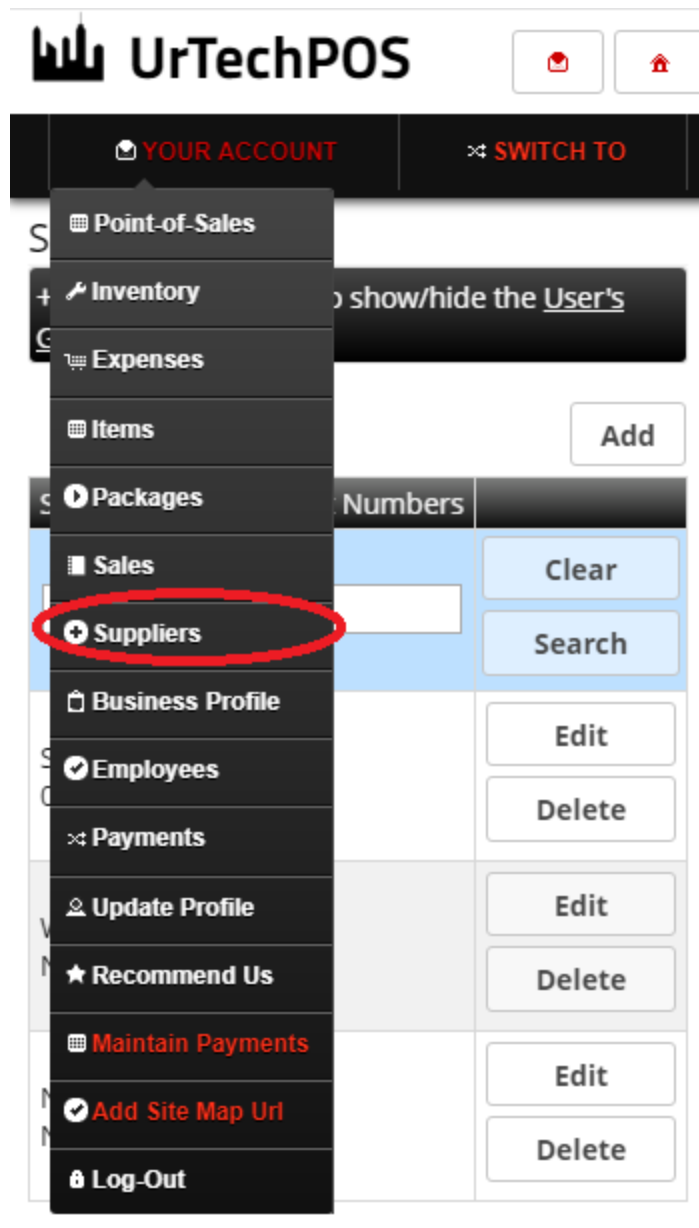
Suppliers

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

Supplier Name	CC	
<input type="text"/>		<input type="button" value="Add"/>
San Miguel Brewery	09178620352	<input type="button" value="Clear"/> <input type="button" value="Search"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>
Wet Market	NA	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
N/A	NA	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

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

b. Mobile Devices



3. Creating Suppliers are the first thing you should do before adding items in the inventory because this is required from the inventory. Please take note of the below:
 - **Add** button adds a supplier
 - **Edit** button updates/changes existing supplier
 - **Delete** button deletes existing supplier
- a. Desktop

Suppliers

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

Add

Supplier Name	Contact Numbers	
<input type="text"/>		Clear
		Search
San Miguel Brewery	09178620352	Edit
		Delete
Wet Market	NA	Edit
		Delete
N/A	NA	Edit
		Delete

b. Mobile Devices

UrTechPOS

YOUR ACCOUNT SWITCH TO

Suppliers

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

Add


Supplier Name	Contact Numbers	
		Clear
		Search
N/A	NA	Edit
		Delete
San Miguel Brewery	09178620352	Edit
		Delete
Wet Market	NA	Edit
		Delete

- Once you click the **Add** or **Edit** Button, it will take you to this page. Information of the supplier is important so that you know how to contact them when ordering/refilling

- Desktop

Supplier Name*	0/300
<input type="text" value="San Miguel Brewery"/>	
Email Address*	0/50
<input type="text" value="reymanideaofbusiness@gmail.com"/>	
Description	0/4000
<input type="text"/>	
Address	0/100
<input type="text"/>	
Contact Numbers*	0/100
<input type="text" value="09178620352"/>	

b. Mobile Devices



YOUR ACCOUNT» SWITCH TO

Suppliers

Supplier Name* 0/300

Email Address* 0/50

Description 0/4000

Address 0/100

Contact Numbers* 0/100

CancelOk