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Category	Product
Course	Discount Wizard
Version	1.0
Client	Generic
Software	2.15.9

**Hints and Tips**

- ✓ Use this discount to give:
  - a temporary new price on a single product
  - a multi-buy that extends the discount to every unit once the first quantity has been met. E.g. buy 2 coke2L for \$4; the 3<sup>rd</sup> will be \$2, instead of \$3.

- ✓ Use the **New Price for Item Group** discount to create a multi-buy that's only applied if the customer purchases the buy quantity in the right multiple.

- ✓ If a customer buys products that are eligible for more than one discount, POS applies exclusive discounts first (page 4), based on the **priority level**.

If the eligible discounts are:	And the priority levels are:	Then the customer gets:
all exclusive (only one can apply)	the same	only the discount with the lowest discount ID (the oldest one).
all exclusive	different	only the discount with the highest priority.
all non-exclusive	different or the same	all eligible discounts.
a mixture of exclusive and non-exclusive	different or the same	one exclusive discount (depends on priority, as above), and all non-exclusive discounts.

- ✓ Function buttons:
  - **Back:** to check/edit selection/s on the previous screen.
  - **Next:** to go to the next screen.
  - **Cancel:** to cancel the discount.


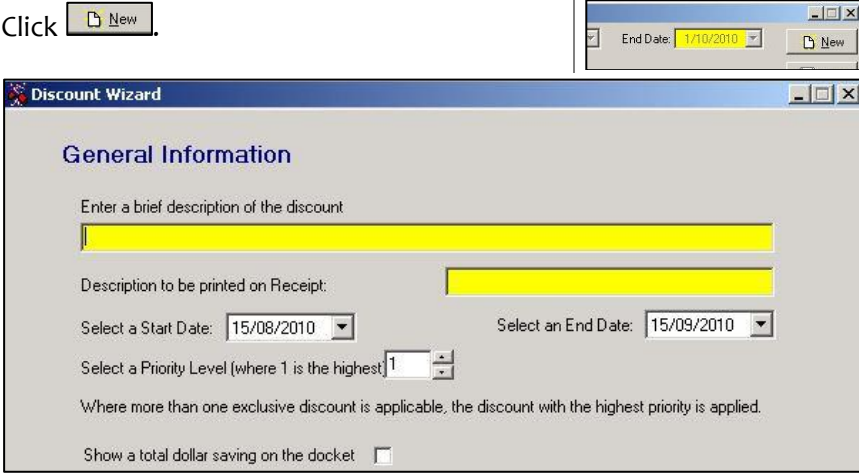

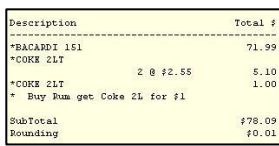
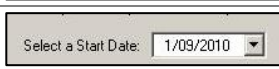

## New Price for Item (Multi-buy) Discount

Examples of New Price for Item Discount:

- Buy a Bacardi Rum 700ml and get a Coke 2L for \$1
- Jack Daniels & Cola 10pks \$29.99 (limit 5 per customer)
- Real Dairy Ice Cream Vanilla 5L \$4.99ea with a coupon, (\$6.99ea without a coupon); one coupon per transaction.

**i** If there's no special criterion (except to buy one unit, e.g. Kleenex Tissues 170pk \$2, save 29¢) create a promotion instead in HOS pricing/the Stock screen; too many discounts slows POS down, & promotional ticketing is auto-created in Labels Wizard.

### Procedure to Create a New Price for Item Discount

1.	From the HOS/BOS <b>Tools</b> menu, select <b>Discount Wizard</b> .													
2.	Click  .	 <p>The screenshot shows the 'Discount Wizard' window with the 'General Information' tab selected. It includes fields for 'Enter a brief description of the discount', 'Description to be printed on Receipt', 'Select a Start Date' (15/08/2010), 'Select an End Date' (15/09/2010), 'Select a Priority Level' (1), and a checkbox for 'Show a total dollar saving on the docket'.</p>												
3.	Type a brief description of the discount. <i>*Maximum 80 characters.*</i>	 <p>The screenshot shows the 'General Information' window with the 'Enter a brief description of the discount' field highlighted in yellow.</p>												
4.	Type a description that will print on the customers receipt next to the discount amount (below the target product). <i>*Maximum 30 characters.*</i>	 <p>The screenshot shows a receipt with a table of items. The 'Description' field is highlighted in yellow, showing a multi-buy discount: '* Buy Rum get Coke 2L for \$1'.</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Total \$</th> </tr> </thead> <tbody> <tr> <td>*BACARDI 15L</td> <td>71.99</td> </tr> <tr> <td>*COKE 2LT</td> <td>5.10</td> </tr> <tr> <td>* Buy Rum get Coke 2L for \$1</td> <td>1.00</td> </tr> <tr> <td>SubTotal</td> <td>78.09</td> </tr> <tr> <td>Rounding</td> <td>0.01</td> </tr> </tbody> </table>	Description	Total \$	*BACARDI 15L	71.99	*COKE 2LT	5.10	* Buy Rum get Coke 2L for \$1	1.00	SubTotal	78.09	Rounding	0.01
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5.	Select the <b>Start Date</b> that the discount is effective in stores. <i>*Defaults to today's date.*</i>	 <p>The screenshot shows the 'Select a Start Date' dropdown menu with '1/09/2010' selected.</p>												
6.	Select the <b>End Date</b> for the discount; the last day that customers can get the discount. <i>*Defaults to one month from today's date.*</i>	 <p>The screenshot shows the 'Select an End Date' dropdown menu with '1/10/2010' selected.</p>												

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**Hints and Tips**

- ✓ This discount method wasn't built to handle **multi-buys**, but you can create them indirectly:
  - You must select an EAN at step 7, but at step 18 you can click the **Target** tab to delete & add a different target type (e.g. an item group).
  - You calculate and enter the per unit price of the multi-buy at step 13.
  - Specify the trigger quantity on the **Target** tab.
- ✓ The link between targets and criterion (added at step 16):

If the discount has:	Then the discount is applied:
no criterion	to every unit bought.
criterion (C)	only when the target <b>and</b> criterion product/s are <b>both</b> bought in the right multiples. E.g. Buy Bacardi Rum 700ml (C) and get a Coke 2L for \$1 (T); two rums must be bought to get a 2 <sup>nd</sup> coke for \$1. The <b>Force discount to more than the req. Targets</b> check box (see page 4) overrides this rule.

<p>7. Select the <b>Priority Level</b> for this discount. <i>*[1] is the highest priority; set a higher priority for discounts that provide better value for customers.*</i></p>	
<p>8. Select the <b>Show a total dollar saving...</b> check box if you want the discount &amp; total amount saved to print at the end of the receipt. <i>*If a generic savings message has been configured for all receipts, this includes the saving instead.*</i></p>	
<p>9. Click <b>Next &gt;</b>.</p>	
<p>10. In the <b>Select Discount Method</b> field, select <b>New Price for Item</b>.</p>	
<p>11. Click <b>Next &gt;</b>. <i>*The Enter Value of discount field isn't used in this type of discount.*</i></p>	
<p>12. In the <b>Select the Target Item</b> field, type or search for the EAN to receive the discount. <i>*You can only select a single product for this type of discount; see Hints and Tips for work-around.*</i> <i>*The Normal Price and Current Price (if on promotion) are auto-populated; if you're a HOS user and zone pricing is used, check HOS Pricing instead to ensure that the new price is realistic.*</i></p>	
<p>13. In the <b>Enter the New Price</b> for this item field, type the new price in cents. <i>*E.g. enter 90¢ as 90, \$5.00 as 500, \$10 as 1000.*</i> <i>*If this is a multi-buy discount, type the per unit price of the discount; e.g. 2 for \$6, type [3].*</i></p>	
<p>14. Click <b>Next &gt;</b>. <i>*The Options screen is displayed.*</i></p>	
<p>15. <b>To:</b> view a summary of the discount, or finish</p> <p><b>then:</b> select <b>Preview Discount Summary Information</b>. Click <b>Finish</b> &amp; go to step 18, <b>OR</b> click <b>Back</b> to return to the Options screen.</p> <hr/> <p>add additional conditions</p> <p><b>then:</b> use <b>Add a Criterion</b>. Go to step 16.</p> <hr/> <p>exclude certain products from a condition</p> <p><b>then:</b> use <b>Add a Criterion Exception</b>. Go to step 17.</p> <p><i>*The Add a Target and Add a Target Exception options aren't used; see Hints &amp; Tips.*</i></p>	

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**Hints and Tips**

- ✓ **Criterion** is extra conditions that the purchase has to meet to get the discount.
  - Refer to the [PRO-3c Adding Criterion Fact Sheet](#).
  - E.g. get a Coke 2L for \$1 (T) when you buy a Bacardi Rum 700ml (C).
  - The criterion isn't always a product; the customer may have to produce a coupon, a customer card, or belong to a certain customer group.
  - Products used as criterion can't be used as a target in the same discount.
  
- ✓ **Criterion Exceptions** are specific products in the criterion group that you don't want to be used as criterion.
  - E.g. Buy a Stopper for \$3 (T) when you spend \$50 on champagne (C) **excluding magnums** (buying magnums won't count towards the \$50).
  - Don't use the **...All products** check box; this would exclude all the criteria!

16. Complete the following steps to add a criterion:
- a. On the Options screen, select **Add a Criterion**.
  - b. Click
  - c. Select the type of object that the customer has to purchase or produce.
  - d. Click
  - e. Select the specific product/object required, and the criterion rules.
 

*\*See Hints and Tips.\**

*\*The adjacent Item screen example shows a discount where a customer has to buy one bottle of Bacardi Rum to get the discount (e.g. to get a 2L bottle of coke for \$1).\**
  - f. Click
  - g. Return to step 15.

17. Complete the following steps to add a criterion exception:
- a. On the Options screen, select **Add a Criterion Exception**.
  - b. Click
  - c. If there's more than one criterion, click the one that you want to add an exception for.
  - d. Click
  - e. Select the type of exception.
  - f. Click
  - g. Select the EAN or category to exclude.
 

*\*Use the same method as selecting the criterion in step 16.\**

*\*The adjacent example shows a discount where magnums won't count towards triggering the discount (e.g. spend \$50 on champagne to get a stopper for \$3); you'd add each EAN as an exception.\**
  - h. Click 


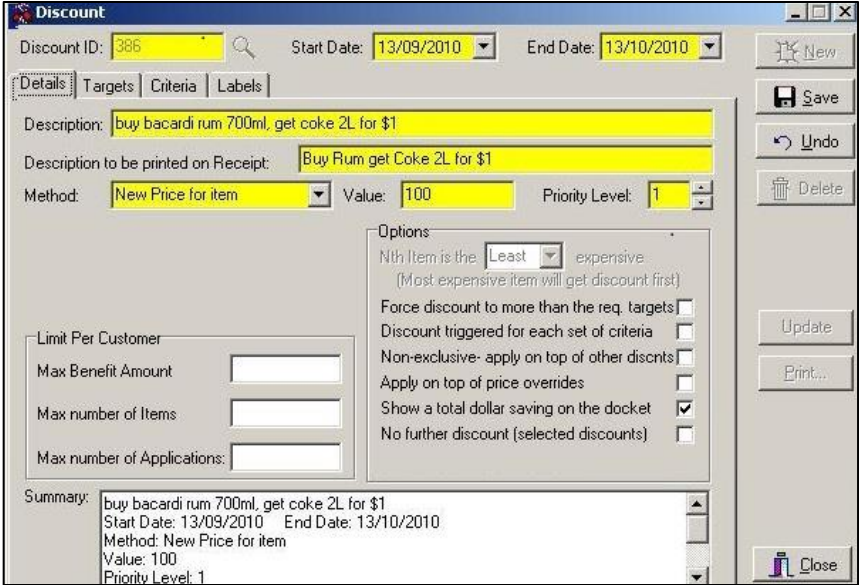
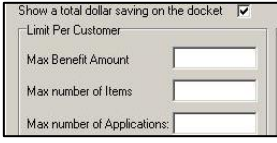
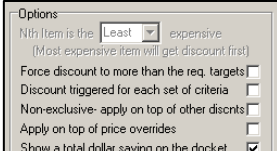
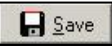




*\* A summary is displayed; **Exception Type 2** represents a criterion exception.\**
  - i. Click



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**Hints and Tips**

- ✓ **Limit Per Customer** options:
  - **Max Benefit amount:** the maximum dollar-value of the target products that can be discounted.
  - **Max number of items:** the maximum number of target products that can benefit from the discount; e.g. 'limit 5 per customer/transaction'.
  - **Max number of applications:** not used in this discount.
  
- ✓ **Options check boxes:**
  - **Nth Item is the [x] expensive:** not used in this discount.
  - **Force discount to more than the req. Targets:** only used if your discount has criteria; if selected, the discount will be applied to every unit bought; e.g. 'Buy Bacardi Rum 700ml and get a Coke 2L for \$1' - if a customer buys 1 rum & 2 cokes, they'll still get both cokes for \$1 each.
  - **Discount triggered for each set of Criteria:** Not used.
  - **Non-exclusive- apply on top of other disnts:** If selected, this discount can be applied to an already discounted product. E.g. two discounts '10% off soft drinks' & 'Buy Bacardi Rum 700ml and get a Coke 2L for \$1'; the customer gets the coke for \$1 minus 10% of its normal price (74¢). An exclusive discount won't apply if another exclusive discount has already been applied to the product.
  - **Apply on top of price override:** not used in this discount.
  - **No further discounts (selected discounts):** stops the discount from receiving a staff/% off txn discount set to exclude selected discounts.

<p>18. Once you've clicked  (at step 15), review and edit the details as required.</p> <p><i>*If this is a multi-buy discount, use the <b>Targets</b> tab to change the target, and/or set the <b>Qty</b> field.*</i></p> <p><i>*If required, click the <b>Labels</b> tab to add a ticket; refer to the <a href="#">PRO-3d Add a Discount Ticket Fact Sheet</a>.*</i></p>	
	
<p>19. If required, limit the number of times the customer can receive the discount in a single transaction.</p> <p><i>*See Hints and Tips.*</i></p>	
<p>20. As required, select the <b>Options</b> for the discount.</p> <p><i>*See Hints and Tips.*</i></p> <p><i>*You usually leave these all unselected.*</i></p>	
<p>21. Click .</p>	
<p>22. <b>To:</b> create another discount</p> <p><b>then:</b> return to step 2.</p> <hr/> <p>finish (BOS user) click </p> <p>click </p> <hr/> <p>finish (HOS user) click </p> <p>click </p> <p>Activate the discount/s for the applicable store/s.</p> <p><i>*Refer to the <a href="#">PRO-3f Activate a Discount Fact Sheet</a>.*</i></p> <hr/> <p><i>*The discount is effective at POS on the nominated date.*</i></p>	

