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Category	HOS
Course	Pricing
Version	1.0
Client	Generic
Software	2.14.100

## Maintain HOS Cost & Retail Price

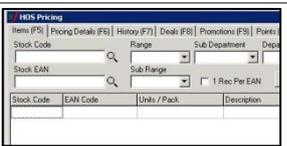
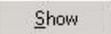
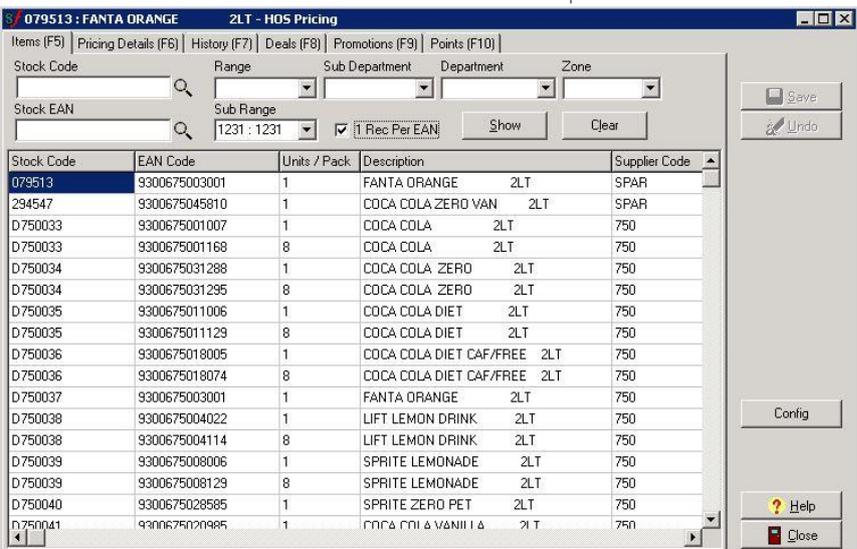
Use HOS Pricing to edit the cost, retail, and/or margin for direct-sourced products, or to change the default supplier.

If you have several price edits to perform, you may find it quicker to use the Bulk Product Maintenance Utility instead; refer to the [PRO-2I Bulk Edit Price Changes Fact Sheet](#).

### Hints and Tips

- ✓ If you edit a product hosted by a supplier file (e.g. Metcash), your edits will be overridden the next time a change is imported (if that data is hosted).
- ✓ Use  on the **Item** tab to set the following defaults:
  - To return to the **Item** tab after saving changes.
  - To set the **effective day** on the **Price Details** tab (you can still manually set it).
  - To set the source used to calculate recommended prices and margin on the **Pricing Details, Promotions, and Deals** tabs.
  - To set the **Item** tab to display only 1 record per EAN
  - To set which existing zones are used (display) & their order.
- ✓ The **History** tab lists all previous price changes; you can sort and filter by any column to find a specific change.
  - The amount history is based on the purging rules in place.

### Procedure to Change Retail, Cost, Margin, or Default Supplier

<p>1. From the <b>Tools</b> menu, select <b>Stock Functions -&gt; HOS Pricing</b>. <i>*Alternatively, select the <b>Show HOS Pricing</b> check box if you're on the Stock record.*</i></p>	
<p>2. Use the search fields to return the product/s that you want to edit. <i>*You'll return to this grid after each price change is saved, to select the next product to edit.*</i></p>	
<p>3. Click  to display the search results. <i>*To change or narrow your criteria, simply make the new selections (you can click <b>Clear</b> to remove all previous selections), and click <b>Show</b> again; the results override the previous products displayed.*</i>  <i>*Select the <b>1 Rec Per EAN</b> check box to hide duplicate rows for products that have multiple suppliers or zones.*</i>  <i>*If a product has more than one EAN, a retail price change only applies to those with the same <b>Units Per Pack</b>.*</i></p>	
	
<p>4. Click the product that you want to edit.</p>	
<p>5. Click the <b>Pricing Details</b> tab.</p>	

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## Hints and Tips

✓ When you change a price, it has an impact on other values:

If you change:	in a retail driven business:	in a margin driven business:
retail	margin is recalculated.	margin is recalculated.
cost	retail stays unchanged.	retail is adjusted.
margin	retail is adjusted	retail is adjusted.

✓ **Price definitions:**

- **Retail and Margin** are GST inclusive. Margin will automatically adjust to four decimal places to show retail price to two decimal places
- **Case Cost** excludes any deals, and automatically applies across all zones that have the same default supplier, unless the zone has been configured for independent pricing.
- **Retail Margin:** the % of the \$ margin that's a \$ profit [Retail- unit cost] / Retail).
- **Target Margin:** depending on the rounding configured, margin can creep up or down over time, so use this to enforce a margin.

✓ **Recalculate Net Cost/Margin** is useful when there's a long running deal that has no promotion, so that you can see the impact on the zone cost and margin.

✓ **Default supplier** controls the default for ordering by stores.

- You can set a different default supplier for each zone.
- If there are different default suppliers across zones, the default supplier on the **Stock** record -> **Supplier** tab is irrelevant; the only reason you might change the selection is for reports that use this filter.

✓ To change the cost for a **non-default** supplier, use the **Stock** record -> **Supplier** tab.

- If required, change the effective date for this change.  
\*See Hints and Tips to set a new default date.\*
- | To:   | then:  |
|---|--|
| change the default supplier   | click the <b>default supplier</b> for the zone to view the alternatives, and select one.   |
| view a net cost/margin inclusive of <u>banner</u> deals <u>active</u> on the effective date (rebates are ignored) | select the <b>Recalculate Net Cost/Margin</b> check box. Select the check box/es against the <b>Banners</b> that have deals you want to include in the calculation.<br><b>*The Net Cost and Net Margin are populated.*</b>   |
| change retail, margin, or cost for the default supplier   | overtyping the value for the applicable zone/s.<br><b>*Use a decimal place.*</b><br><b>*To set a negative price, the Stock record -&gt; EAN tab -&gt; Allow Negative Price check box must be selected.*</b><br><b>* If a zone is configured for independent pricing, you can select the Set Cost for all Zones check box if you want to reset the same price across all zones where that supplier is the default.*</b> |
- Click .  
**\*A warning message is displayed if all zones don't have the same Effective From Date; click Yes to ignore the warning, or No if you need to correct the dates.\***



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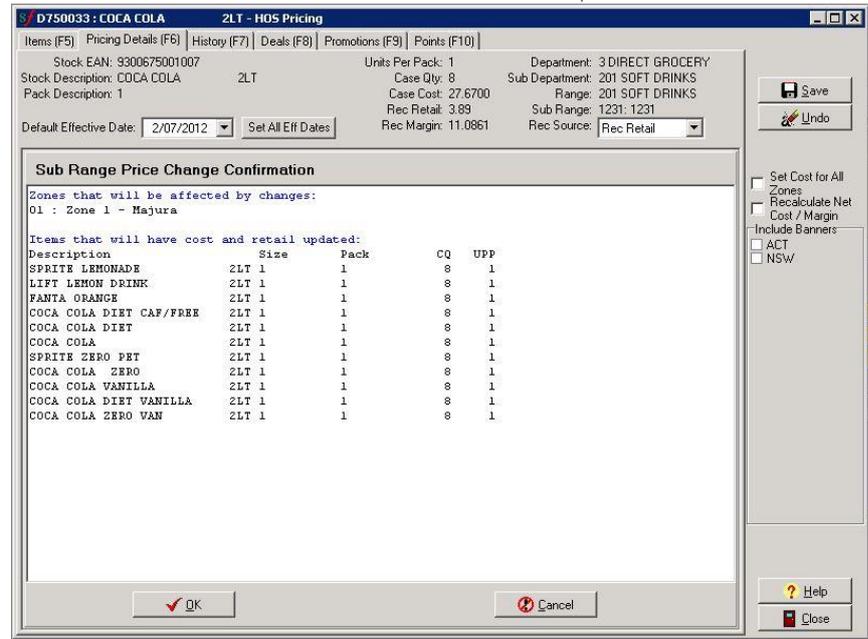
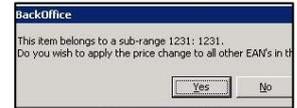
## Hints and Tips

- ✓ Use  if you accidentally save a change with the wrong effective date for some zones.
  - Retrieve the record, set the correct date, and click **Set All Eff Dates** to populate that date for all zones in the grid.
- ✓ To transfer the change to a store:
  - Changes are usually automatically **exported** to the affected store/s after scheduled tasks run (usually overnight).
  - Scheduled tasks are also run at the store (automatically or manually as part of their normal HOST process, depending on how your business is configured), to import and create a Scheduled Change on the stock record.
  - A ticket is automatically queued in the EANs about to Change option in Labels Wizard.
  - The price is effective at POS on the nominated effective date, after scheduled tasks automatically run.
  - **If you need a change to be applied immediately**, refer to the [TECH-1e Manually Export Changes from HOS to a Store Fact Sheet](#).

9. If the product belongs to a sub-range, click **Yes** if you want to apply the change across the sub-range.

A list of the zones and products affected is displayed; click .

*\*Alternatively, click **No** to only save the change against the selected product; perhaps it may be more appropriate to maintain a consistent margin than to have all products at the new retail price.\**



10. **To:** edit another product  
**then:** return to step 2.  
 finish  
 click 