

# SOP For Master Creation

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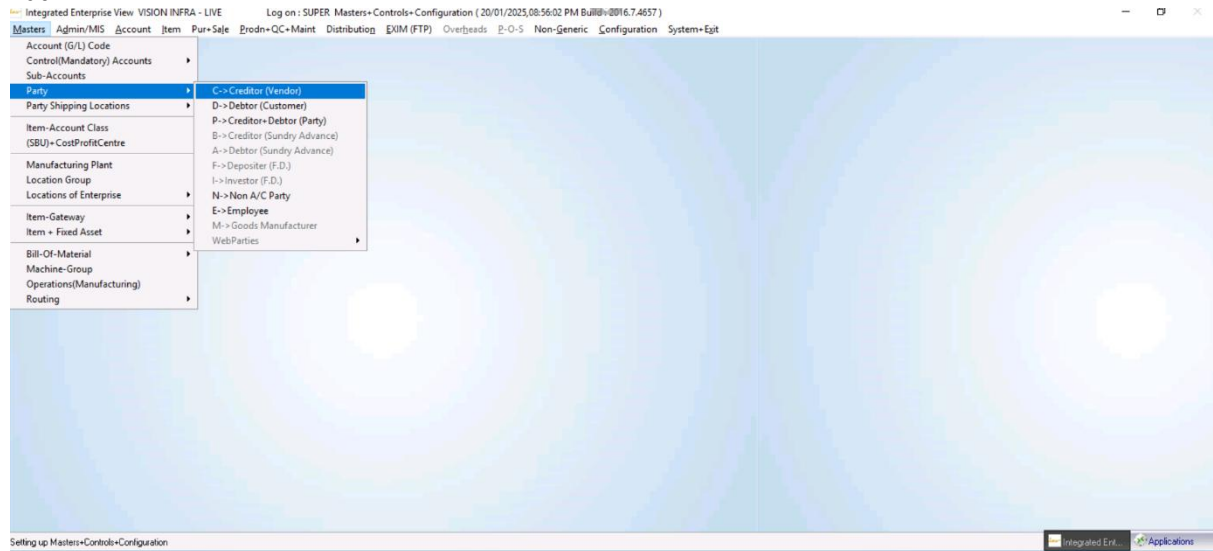
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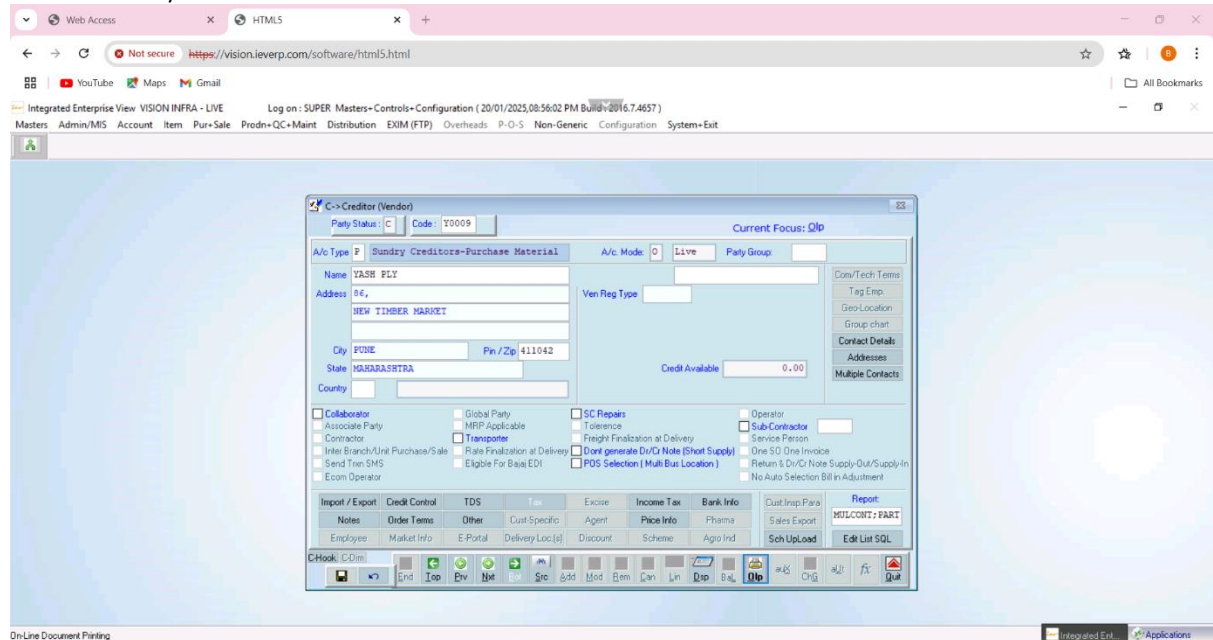
# SOP For Master Creation

## 1) Vendor Creation

### Path-

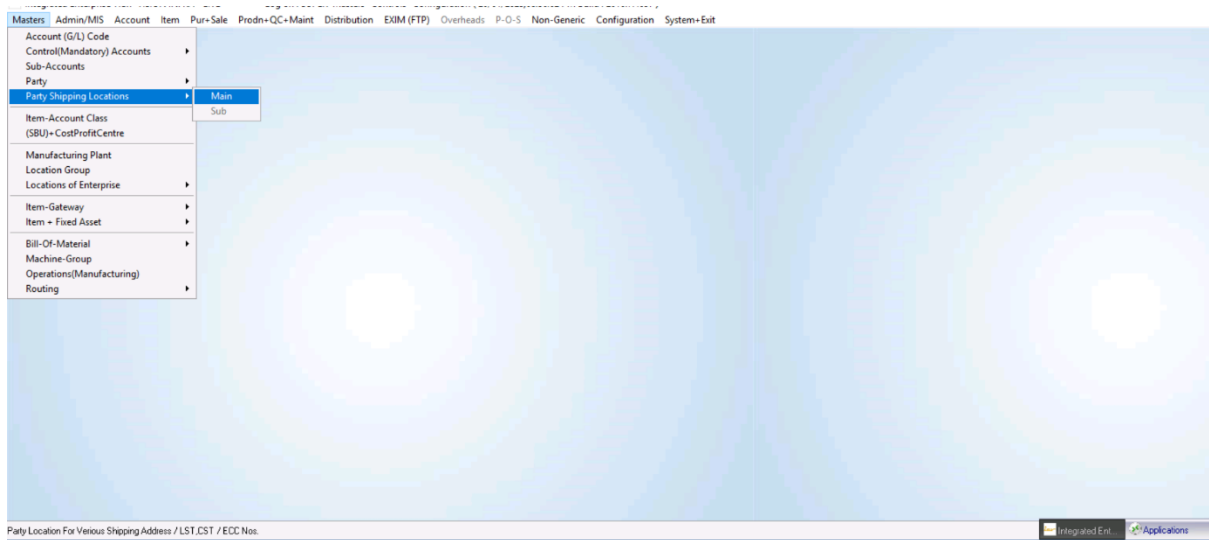


### Fill data correctly

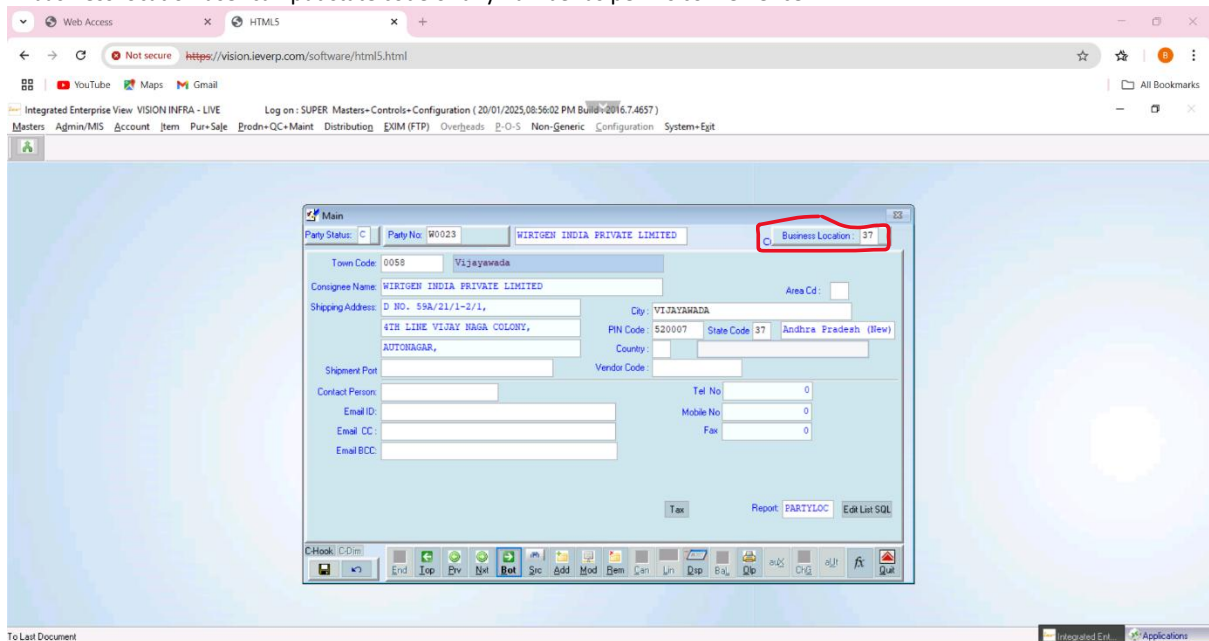


# SOP For Master Creation

## 2) Master creation for vendors having multiple shipping or dispatch locations

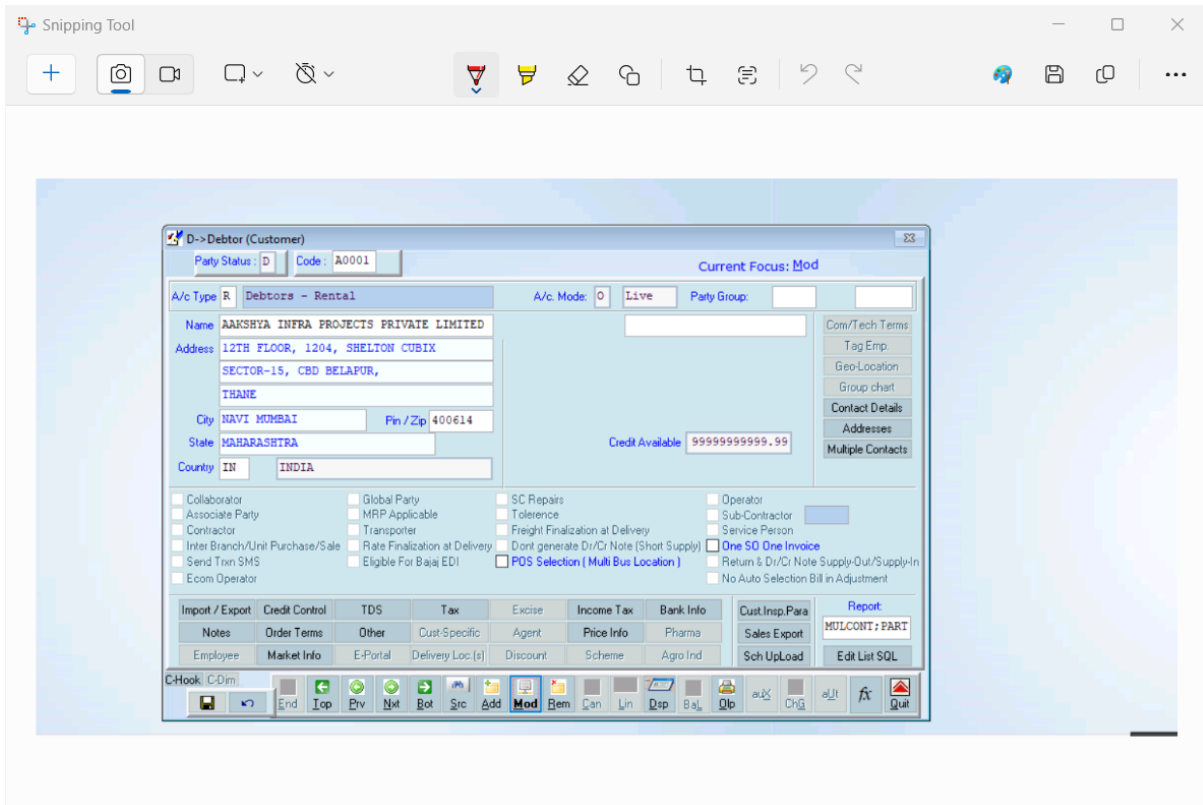
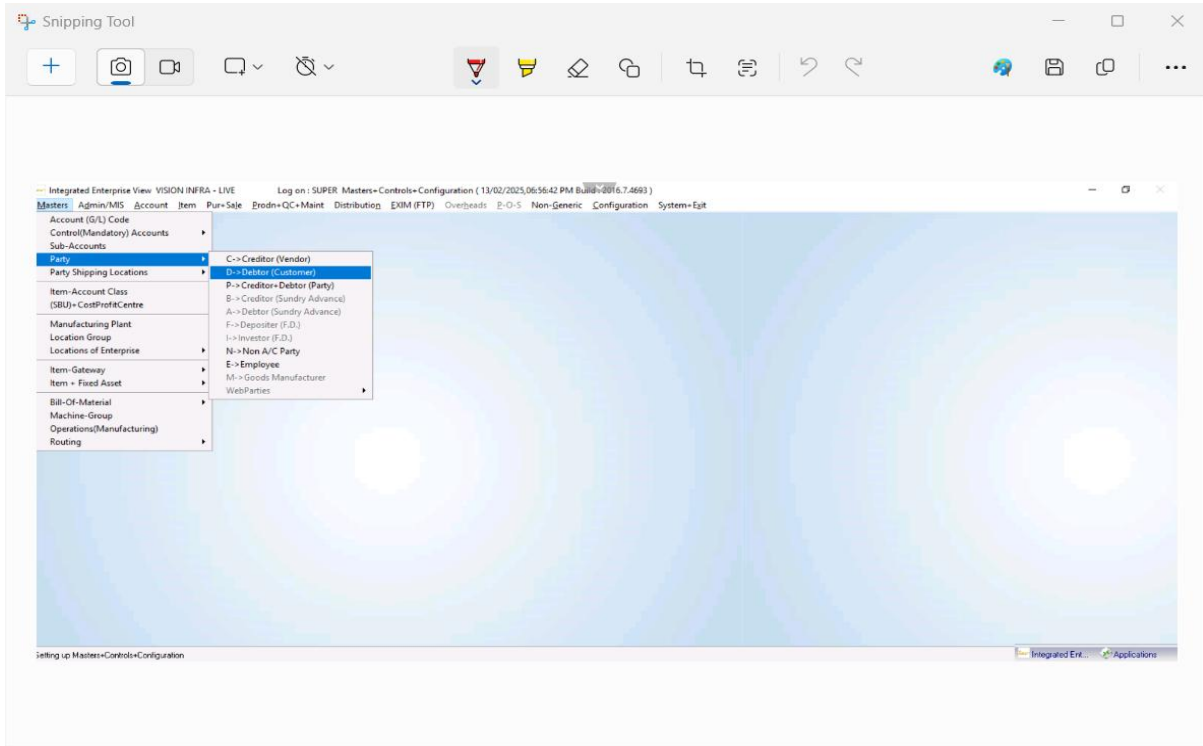


In business location user can put state code or any number as per his convenience.



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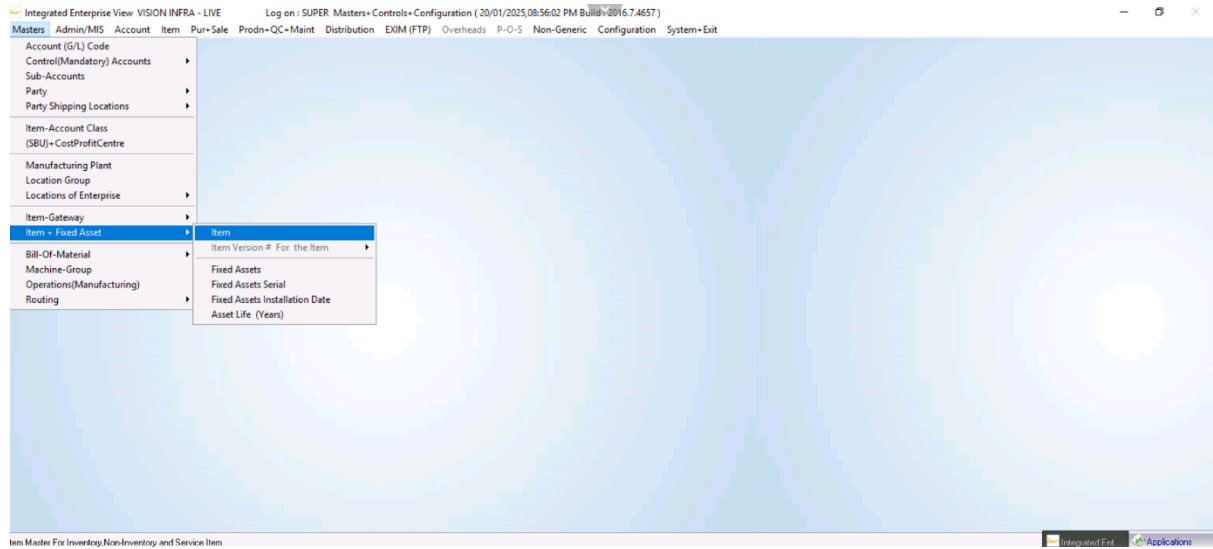
## Debtor Creation



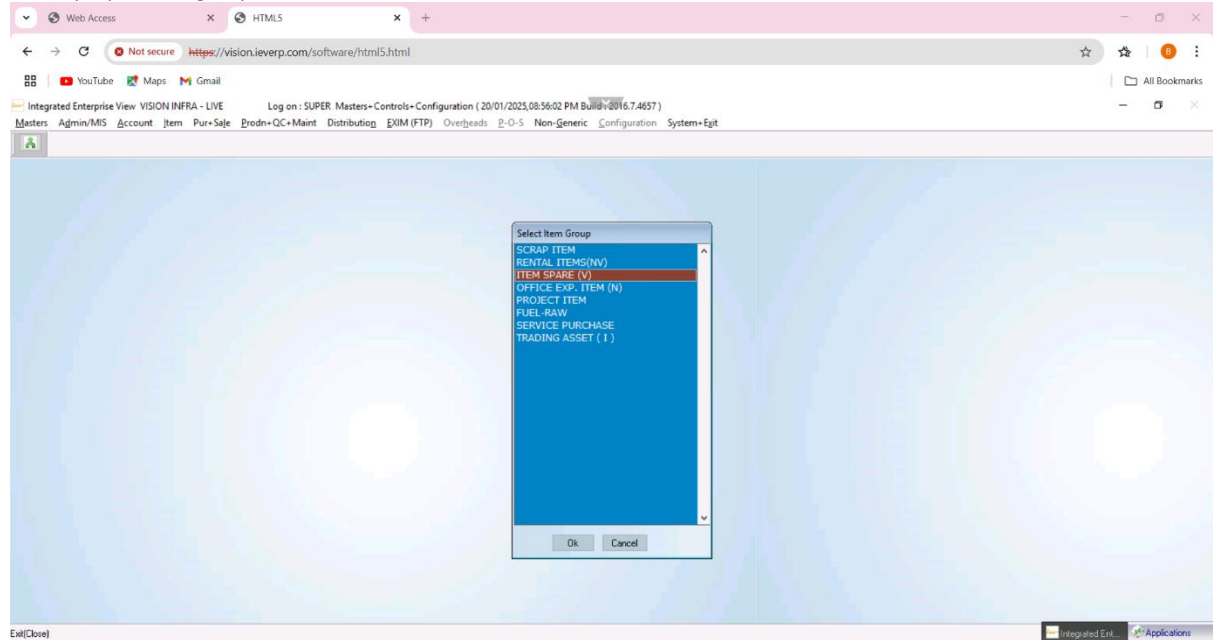
# SOP For Master Creation

## 3)Part creation

Path->

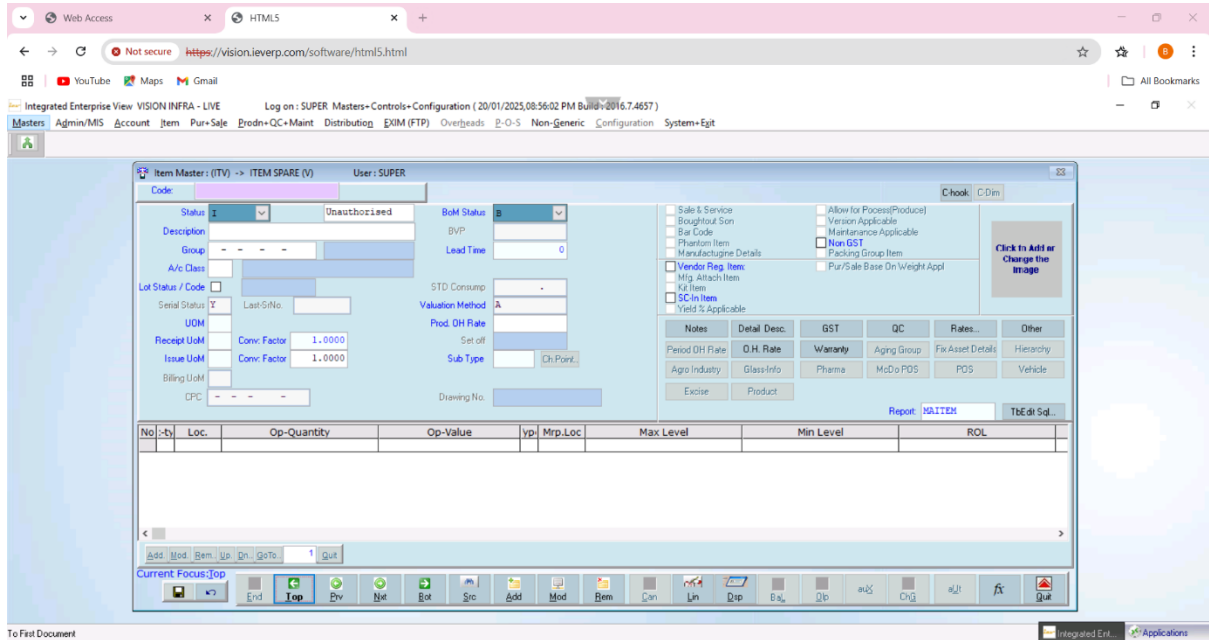


Select proper item group

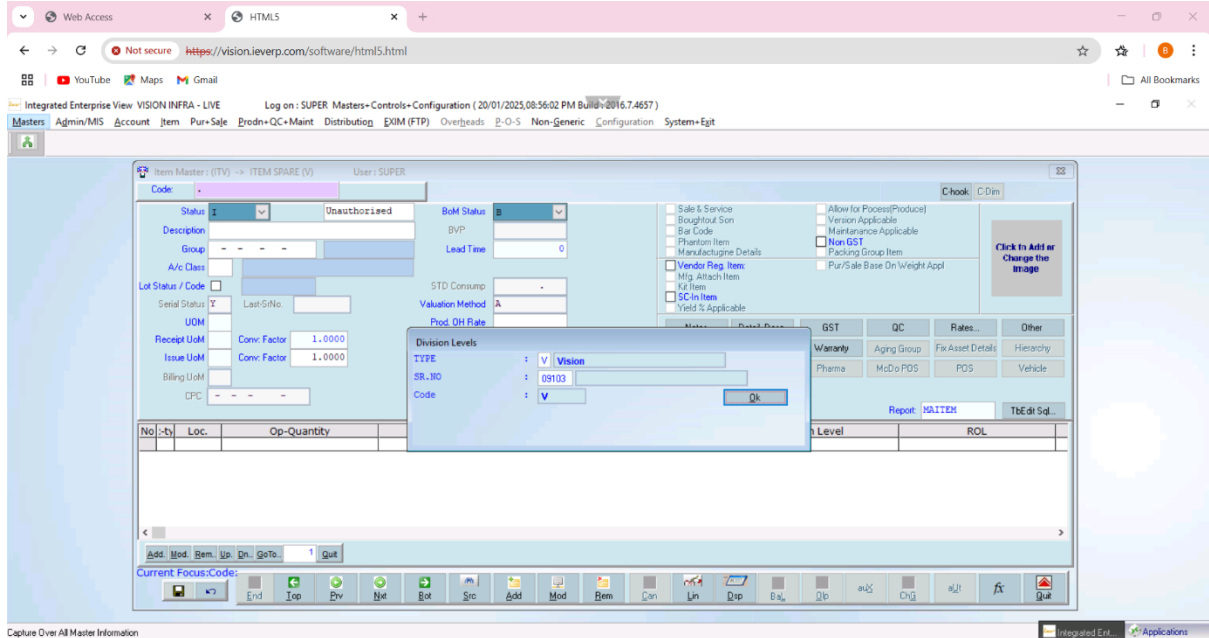


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Item master window->

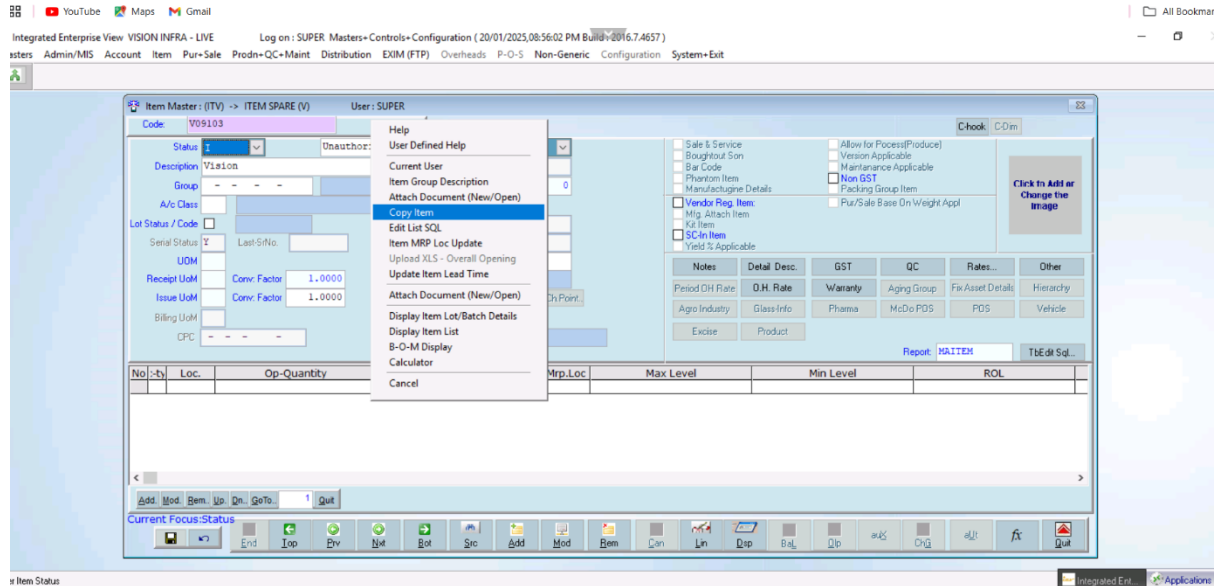


Select add option and press "Dot + enter" at code tab, there after automatic code will be generated and go to next step



# SOP For Master Creation

Press right click next to code tab and select 'copy item' option, as shown below



Select proper code for to default information like warehouses, GST code, other required details.

Note: -

User has to put 'description', 'unit of measurement' manually

If required user can change defaulted information

