## **Creating a excel file for Import**

plu – this is the product number

desc - this is the description (max 32 characters)

dept – this is the department number

please refer to online manual to list your departments <u>https://wiki.cloudposhg.com/doku.php/start:reports:lists</u>

supp - this is the supplier code

please refer to online manual to list your suppliers https://wiki.cloudposhg.com/doku.php/start:reports:lists

vatcode - this is the GST code 1=10% 2=0%

qty1 - this is the units taken off stock or added to a sales report each time this product is sold

price1 = is the selling price inclusive of any GST

qtydes1 - this is the unit of sale description. EACH is the default

please refer to online manual to list your units of sale options <u>https://wiki.cloudposhg.com/doku.php/start:backoffice:products:unitofsale</u>

maxdisc - is the maximum discount you might give this product in a sale. 100 = 100%