

How to Create Product Standard Cost

This video will show to users how to Create Product Standard Cost

Navigate to Inventory, Product Standard Cost, Create New Price List.

Fill in the header info, i.e. Code, Name, Validity Period, Currency.

Click Confirm and then Approve.

STEP-BY-STEP:

1. Go to Inventory menu
2. Select Product Standard Cost
3. Create New Price List
4. Fill in the header info, i.e. Code, Name, Validity Period, Currency.
(mandatory fields in red color or marked with red x)
Exchange Rate of the Price List is based on the encoded Currency's Budget Exchange Rate against the base currency (see Accounts Module).
Click Save button.
5. Add Products and their cost in the table below (Product # and Standard Cost).
User may filter the list of products by the Product Brand.
Click + button or press ENTER to enter each line of data and saving the price list.
6. Right click on one of the line item to show options available for the selected product.
Select "Show Product Details" to view the details of the product master.
7. User able to import and export the data using csv file.
Export the standard cost data from an existing one to use as a template.
8. User may add notes or attachments for the price list in the Notes / Attachments tab.
Enter the Title and Description for note, press + button to attach a file.
Click Save button when done.
9. Click Confirm Price List button in the Products List tab when done editing
10. Click Approve Price List button to approve the price list.

It will now be available for use in transactions and reports.
