

Adding Price Levels

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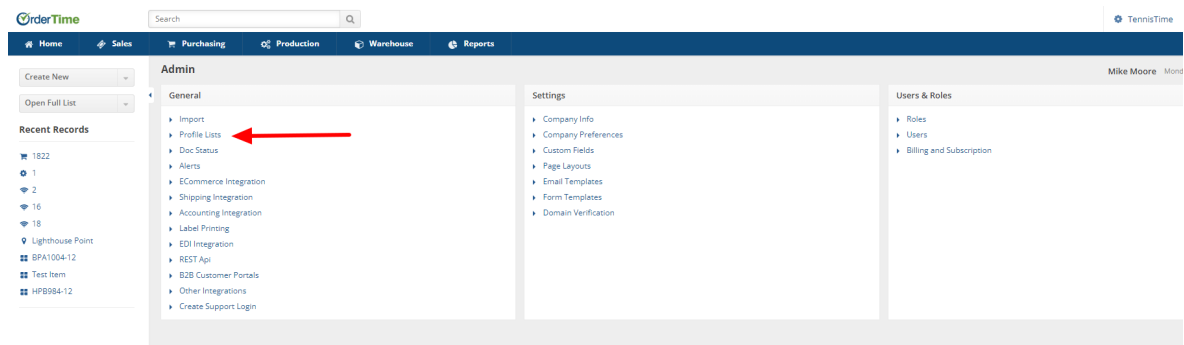
Overview

Understanding the different **types of price levels** will aid you in your pricing initiatives. The **Price Level** profile list will allow you to set up the following price level strategies:

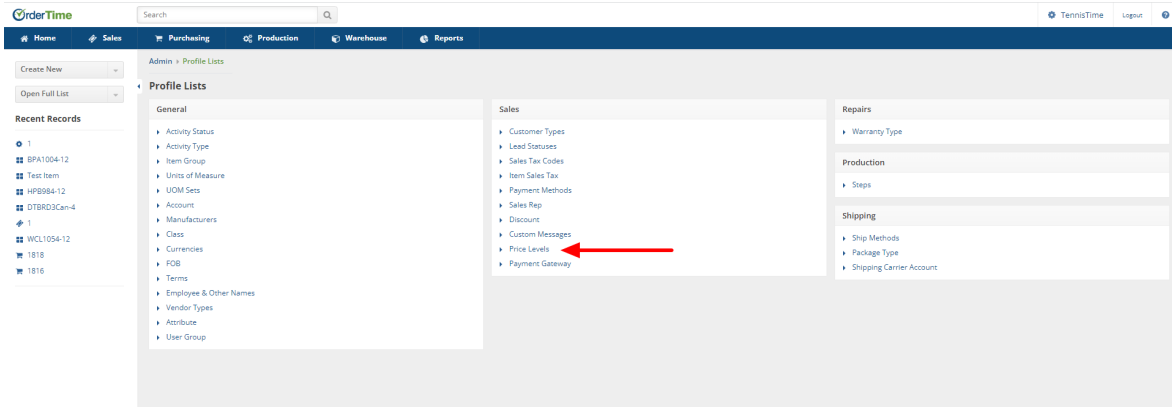
- - **Set up volume discounts so that customers can get a price break by buying in greater quantity.**
 - **Give a special discount to a particular Customer Type.**
 - **Temporarily adjust pricing in response to market conditions (e.g. a brief markup due to product scarcity).**
 - **Do special time-intensive promotions on products or groups of products.**
 - **Set prices for a specific currency.**
 - **Set add-on prices, allowing your customers to purchase accessories or related items for a discount as part of a kit.**

Adding a Price Level

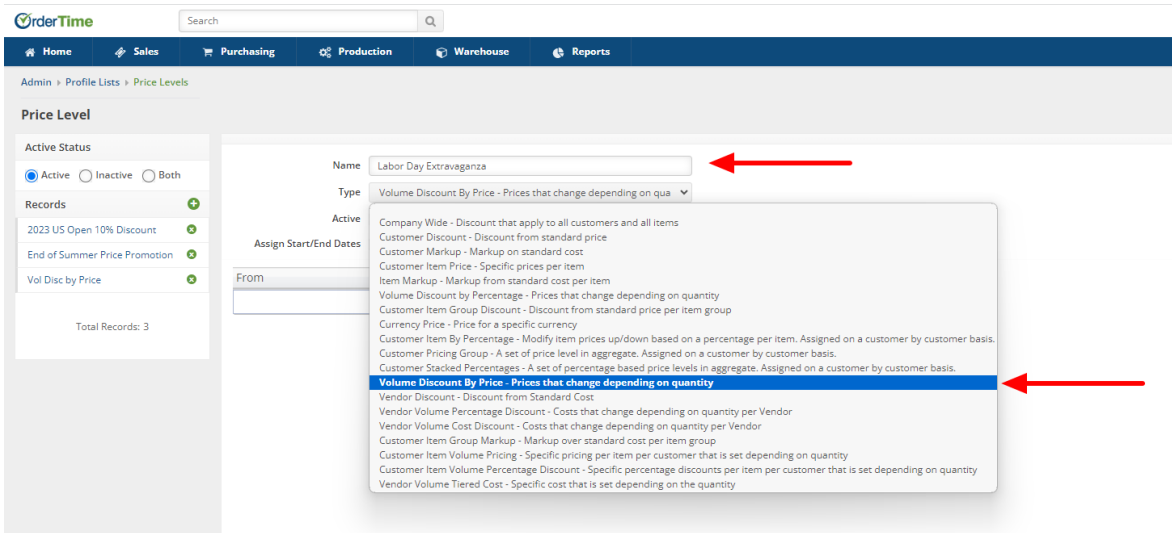
- To access the **Price Level** screen click on the *Gear* icon to the top right of the home screen.
- Select **Profile List** under General. In the Sales section, select **Price Levels**.



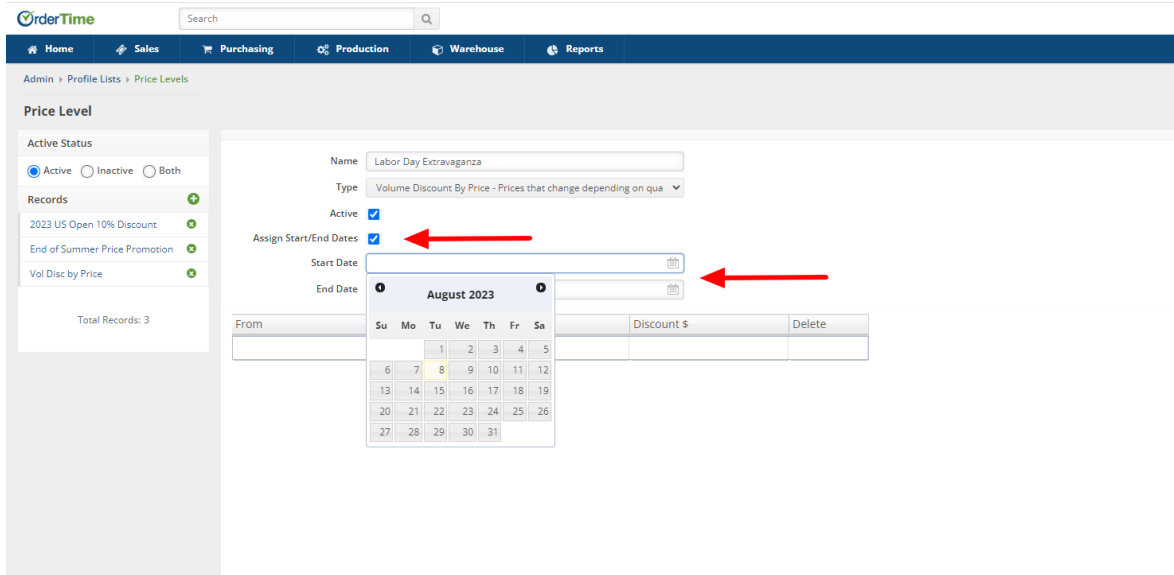
- In the Sales section, select **Price Levels**.



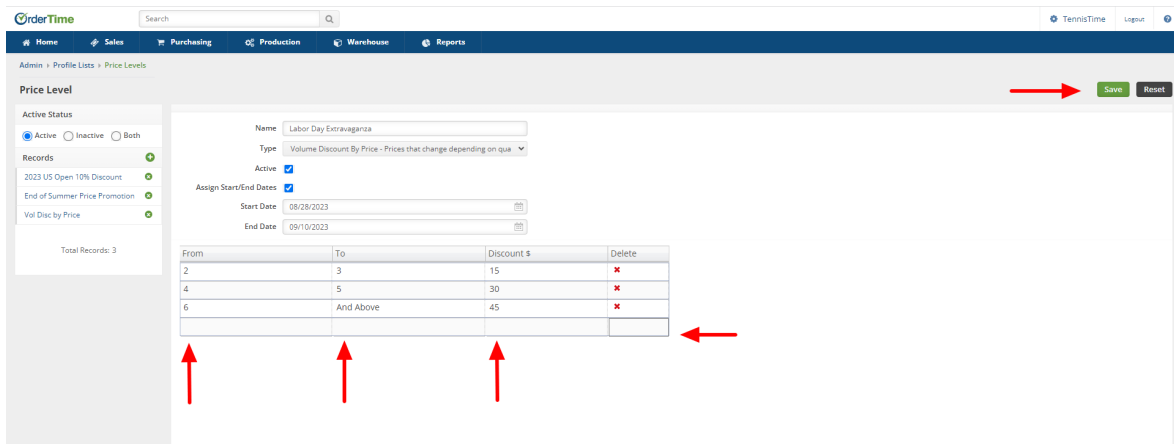
- The Price Level screen will present on the left hand side of the screen the Status of Price Level records. These can be Active, Inactive or Both dependent upon the button checked.
- On the **Price Level** screen create and input the Name for your pricing strategy.
- Select the **Type** from the drop-down list.
 - Dependent upon the **Type** chosen, you may need to set up timing (beginning/end for your pricing strategy), select items affected, adjust standard price or cost, add a new price.



- Dependent upon the **Type** chosen, you may need to:
 - Set up timing (beginning/end for your pricing strategy)
 - Select items affected
 - Adjust standard price or cost
 - Add a new price.
- To set up timing (the start/end dates for your pricing strategy) check the Assign Start/End Dates box and select the Calendar icon within the Start Date/End Date fields.



- In this example using the "Volume Discount By Price" Type you must:
 - Enter the number of items From where the discount by volume begins
 - The To field will default to "And Above" but update as you add Items to the discount
 - The Discount \$ field is the amount of discount
 - The system requires you to click into the empty box in the Delete column and then select the Save button in the upper right hand corner of the screen.



- Once Saved the **Price, Level** screen will update reflecting the ability to apply the discount to Items, and view the items to which the discount is applied, by selecting the appropriate green button.

The screenshot shows the 'Price Level' configuration page for 'Labor Day Extravaganza'. The page includes a navigation menu (Home, Sales, Purchasing, Production, Warehouse, Reports) and a breadcrumb trail (Admin > Profile Lists > Price Levels). The 'Active Status' section has 'Active' selected. The 'Records' list on the left includes 'Labor Day Extravaganza'. The main configuration area shows the name 'Labor Day Extravaganza', type 'Volume Discount By Price - Prices that change depending on qua', and active status checked. The start date is 08/28/2023 and the end date is 09/10/2023. Below the configuration are two buttons: 'Apply to Items' and 'View Items Applied', both highlighted with red arrows. A table below shows the discount structure:

From	To	Discount %	Delete
2	3	15	<input checked="" type="checkbox"/>
4	5	30	<input checked="" type="checkbox"/>
6	And Above	45	<input checked="" type="checkbox"/>

- Selecting the [Apply to Items](#) button will open the [Apply Volume Discount](#) window where you can select the items involved with the discount. Checking the box next to the items involved in the discount, and then clicking the Apply button, will link the discount to the items selected.

The screenshot shows the 'Apply Volume Discount' dialog box open over the Price Level configuration page. The dialog box has a search bar and a list of items with checkboxes. The items listed are:

NAME / NUMBER	GROUP	DESCRIPTION
<input type="checkbox"/> Babalot Racquet Cover	Non-inv Group	Babalot racquet cover for 105"
<input type="checkbox"/> Babalot Vibration Damper 2-Pack	Parts Group	Babolot Vibration Damper 2-Pack
<input checked="" type="checkbox"/> BPA1004-12	Parts Group	Babolot Pure Aero 100" (4-1/2)
<input checked="" type="checkbox"/> BPA1004-34	Parts Group	Babolot Pure Aero 100" (4-3/4)
<input type="checkbox"/> BPA1004-34-assembly	Assembly Group	Babolot Pure Aero 100" (4-3/4) assembly
<input checked="" type="checkbox"/> BPA1004-58	Parts Group	Babolot Pure Aero 100" (4-5/8)
<input type="checkbox"/> DTBCL3can	Parts Group	Dunlop Tennis Ball Clay Court 3 per can
<input type="checkbox"/> DTBCL3Can-4	Parts Group	Dunlop Tennis Ball Clay Court 3 per can/4pack
<input type="checkbox"/> DTBRD3can	Parts Group	Dunlop Tennis Ball Regular Duty 3 per can
<input type="checkbox"/> DTBRD3Can-4	Parts Group	Dunlop Tennis Balls Regular Duty 3/can - 4pack

At the bottom of the dialog box, there are 'Apply' and 'Cancel' buttons, with a red arrow pointing to the 'Apply' button. The dialog box also shows 'Total Records: 56' and navigation controls.

- You can view the items where the discount is applied by selecting the [View Items Applied](#) button. The [Items with Volume Discount Applied](#) window will open and reflect all items associated with the discount. This is also where you can remove items no longer associated with the discount.

Price Level

Active Status
 Active Inactive Both

Records +

- 2023 US Open 10% Discount
- End of Summer Price Promotion
- Vol Disc by Price
- Labor Day Extravaganza

Total Records: 4

Labor Day Extravaganza

Name: Labor Day Extravaganza
Type: Volume Discount By Price - Prices that change depending on qua
Active:
Assign Start/End Dates:
Start Date: 8/28/2023
End Date: 9/10/2023

Apply to Items View

From: 2, 4, 6

Items with Volume Discount Applied

Name: [dropdown] Search Item: [input]

<input type="checkbox"/>	NAME / NUMBER	GROUP	DESCRIPTION
<input type="checkbox"/>	BPA1004-12	Parts Group	Babolot Pure Aero 100" (4-1/2)
<input type="checkbox"/>	BPA1004-34	Parts Group	Babolot Pure Aero 100" (4-3/4)
<input type="checkbox"/>	BPA1004-58	Parts Group	Babolot Pure Aero 100" (4-5/8)

Total Records: 3

Remove Cancel