# Item Creation

**Item Entry**

Setup

Trading Items

Inventory

Item





**Information**

|  |  |
| --- | --- |
| **Element** | **Feature** |
| Item code | Create an item code for the product. ( Maximum 15 characters Only) |
| Item Name | Enter the name of the item. |
| Unit | Name the measurement of the product. (eg: Nos, ml and etc.) |
| Is Active | Choose whether the item active or not. |
| Is Approve | Choose whether the item approve or not |
| Is Alw Trn | Define whether that the item shown in transactions forms or not. |

* Press + button to create a new column to enter new item into the system.
* You can enter all your products in an Excel sheet. We have a specific template to enter items in a excel sheet. So later you can upload information into the system.
* After entering an item, also you can upload an image in to the system.
* After entering the item press the save button.

 New Add row button

Save Button