

How to customize Sales invoice format empty unit price to 'wording' [Free of charge]

[1.0]

Cheng Kah Poh

[23/10/2020]



QNE
SOFTWARE

QNE TIPS

Product : QNE Optimum

Version: 1.00

Doc No : 1

Page No: 1 of 3

REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	How to customize Sales invoice format empty unit price to 'wording' [Free of charge]	Cheng Kah Poh	23/10/2020	

Amendment Record



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SCENARIO

Example:



SAMPLE TRADING (M) SDN. BHD. (123456-A)

GST Reg. No.: 123456-A

99, Jalan 101B, KL Business Centre, 56100 Kuala Lumpur, Malaysia.

Tel : (603) 9133 8888 Fax :

URL : www.sample-software.com Email : admin@sample-software.com;

Sales Invoice

Bill To: **ADVANCE TRADING SDN. BHD.**

35, JALAN PINGAI,
TAMAN PELANGI,
80250 JOHOR BAHRU.
TEL: 07-3323312

Attn: Ms. Lee Pui San

No. **INV00061**

Date 23/10/2020

Your P.O. No.

Salesman CINDY

Terms C.O.D.

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Transfer From

CODE	DESCRIPTION	QTY	UOM	U. PRICE	AMOUNT
ASUS-EX	ASUS TECH EX MOTHERBOARD	1	UNITS	1,500.00	1,650.00
ASUS-MB	ASUS TECH MB MOTHERBOARD	1	UNITS	200.00	220.00
AZ56K-EXT	AZTECH 56K EXTERNAL MODEM	1	UNITS		
CANON210SP	CANON BJC-210 SP	1	UNITS		

In Standard format unit price will display blank, If user did not insert any of unit price. Maybe this 2 item are free of charge.



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But it also can be customize as above picture, to know how to customize please check solution:



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SOLUTION

Step 1 – Open a sample invoice → Click Task.

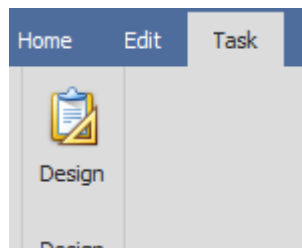
The screenshot shows the QNE Software interface. The 'Task' menu is highlighted in the top navigation bar. Below it, the 'Sales Invoices' window is open, displaying a sample invoice. The invoice details include:

- Customer: 700-A001
- To: ADVANCE TRADING SDN. BHD.
- Delivery Term: C.O.D.
- Location:
- Currency: RM
- Attention: Ms. Lee Pui San
- Agent: CINDY
- Our DO No:
- Project:
- Rate:
- Doc Date: 23/10/2020
- Invoice No: INV00061
- Reference No:
- ☐ Tax Inclusive

The invoice table lists the following items:

Stock Code	Description	Batch No	F.Desc	Qty	UOM	Unit Price	Disc	Disc Amt	Amount	Tax Code	Tax	Net	Serial No	GLAccount	Stock min pr...
ASUS-EX	ASUS TECH EX MOTHERBO...			1.00	UNITS	1,500.00			1,500.00	ST-10%	150.00	1,650.00		100-0200	200.00
ASUS-MB	ASUS TECH MB MOTHERBO...			1.00	UNITS	200.00			200.00	ST-10%	20.00	220.00		100-0200	
AZ56K-EXT	AZTECH 56K EXTERNAL MO...			1.00	UNITS									100-0200	
CANON21...	CANON BJC-210 SP			1.00	UNITS									100-0200	

Step 2 – Click Design.



Step 3 – Once Click Design , report format list will appear, double click any of the invoice format.

The screenshot shows the 'Sales Invoices' window with a list of report formats. The list includes:

- <SR>01 Sales Invoices
- <UDR>01 Sales Invoices free gift
- <UDR>02 Sales Invoices v 1
- <SR>02 Sales Invoices with Approvals
- <SR>03 Sales Invoices with Auto-Numbering
- <SR>04 Sales Invoices with DO
- <SR>05 Sales Invoices With JomPay
- <SR>06 Sales Invoices With Journal Details
- <SR>07 Sales Invoices With Journal Details (Consolidated)
- <SR>08 Sales Invoices with Next Page

A dialog box titled '* Sales Invoices - Create User Report' is open, showing the 'Display Name' field set to 'Sales Invoices' and the 'Format Code' field empty.

Once double click to invoice format, please give a format display name and format code.

Any name and any code.



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Step 4 – once go in to the format, Click on unit price, right click the unit price → Click Add calculated field.

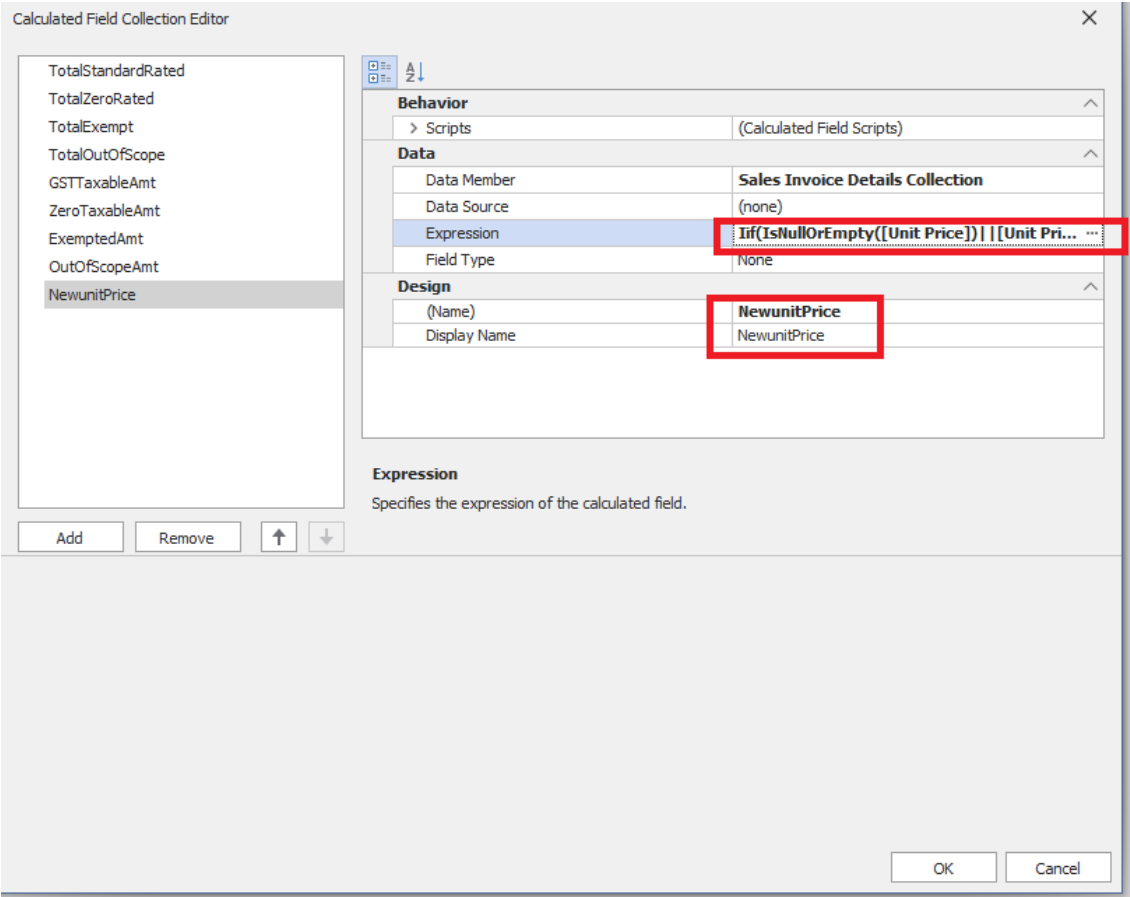
The screenshot shows the 'Sales Invoices V2' report format. The 'Unit Price' field in the 'U. PRICE' column is highlighted with a red box. A red arrow points from the 'Unit Price' field to the 'Add Calculated Field' option in the context menu. The context menu also includes 'Edit Calculated Fields...', 'Remove All Calculated Fields', and 'Delete'.

Step 5 – once click Add Calculated field → a 'calculated field 1' will appear → Right Click it and Click edit calculated field

The screenshot shows the 'Sales Invoices V2' report format. The 'calculatedField1' field in the 'U. PRICE' column is highlighted with a red box. A red arrow points from the 'calculatedField1' field to the 'Edit Calculated Fields...' option in the context menu. The context menu also includes 'Add Calculated Field', 'Edit Expression...', and 'Delete'.

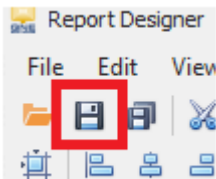
Step 6 – insert a name, and expression please insert as below:

```
lif(IsNullOrEmpty([Unit Price]))|[Unit Price]=0,'Free of charge',[Unit Price] )
```



Click OK.

Then Click Save.





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Last Check the result.



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