

product / service search

Use the file drawer to search for products and/or services.

Product Search

1. From the SalonBiz®/SpaBiz® menu bar, click on the File Drawer icon.
2. Click the Product tab.
3. To search for a product you can:
 - Type in the first few letters of the product name and click the search button
 - Click on the Product Code button and type in or scan the product code
 - Click on the category and sub-category of the product and select from the list
4. In the Information tab you may view all general product information.
5. In the Purchasing & Inventory tab you can view all product purchasing and inventory information including on hand quantities and minimum and maximum levels (mins/maxes).
6. Click the Return to Previous Screen button when you are finished.

Product Sensitive Cleanser 5.5oz

Information Purchasing & Inventory

Name: Sensitive Cleanser 5.5oz

Item Number: 11004610268

Manufacturer: Pevada Corp. Vendor: Pevada

Manufacturer's Code: 11004610268 Vendor's Code:

Usage Instruction to Print on Ticket:

Purchase Price and Retail Information

Show Purchase/Retail Information

Groups:

Category: Skin Care

Sub Category: Basic Skin Care

Default Staff to Use: No Staff

C/L Account:

Tax Information:

Is this product taxable? No (No tax is charged)

Product Type: Retail

Product Sensitive Cleanser 5.5oz

Information Purchasing & Inventory

Barcode Label Name

Print Barcode Label when Received? No (No tax is charged)

Inventory Purchase Information:

Min Qty: 0 Max Qty: 15 Reorder Qty:

Seasonal Adjustments:

From Date: End Date:

Min Qty for Date Range: Max Qty for Date Range:

Add Delete

Product Information:

Width: Qty On Hand: Product Status: Active

Height: Qty On Order: Last Purchased: No Date

Depth: Avg Cost: Last Sold: No Date

Weight: Location: Last Counted: No Date

Normal Use Only. Do NOT Spill a pack.

Service Facial 60

Information Staff

Name: Facial 60 Book Name: Item Number: 10000 Category: Facial

Service Information:

Service Price: 100.00

Service Times:

Time Length: 0:00 Process Time: 0:00 Finish Time: 0:00

Extra for New Cuts: 0:00

Call: days after service

Pop-up below when booking

Tax Information:

Is this service taxable? No (No tax is charged)

C/L Account:

Resource needed for service:

Add Delete

Use one of two methods to calculate the product cost: Dollar Value (\$3.00) or % Percentage of the service price (20%). Please Select one below:

Use Dollar Value

Service Description:

This Facial Begins With A Deep Cleansing Followed By A Gentle Exfoliation to Reveal Smooth, Glowing Skin. A Face, Neck And

Service Facial 60

Information Staff

Staff Name	Staff Code	Price	Time	Process	Train	Extra Time
Brian Lee	100	100.00	1:15	0:00	0:00	0:00
Charles Moore	100	100.00	1:00	0:00	0:00	0:00
Neil Carl	100	100.00	1:00	0:00	0:00	0:00
Paul George	100	100.00	1:00	0:00	0:00	0:00
Samuel Lee	100	100.00	1:00	0:00	0:00	0:00
Stanford Reynolds	100	100.00	1:00	0:00	0:00	0:00

Service Requires Staff: 1

Staff: [Select Staff]

Add Update Delete

Pricing:

Default: 0:00

Call Price: 0:00

Service Times:

Time Length: 0:00 0:00

Process Time: 0:00 0:00

Finish Time: 0:00 0:00

New Extra Time: 0:00 0:00

Service Search

1. From the SalonBiz®/SpaBiz® menu bar, click on the File Drawer icon.
2. Click the Service tab.
3. To search for a service you can:
 - Type in the first few letters of the service name and click the search button
 - Click on the Service code button and type in the service code
 - Click on the category of the service and select from the list
4. In the Information tab you may view all general service information.
5. In the Staff tab you may view each staff member that is able to perform this service.
6. By clicking once on a staff member you may view their pricing and service time for the particular service selected.
7. Click the Return to Previous Screen button when you are finished.

