

▣ 8 : SETTING UP SUPPLIERS

1. MAIN MENU #2
2. PRESS LETTER B - SUPPLIER MENU
3. PRESS 1 - SUPPLIER INPUT
4. PRESS F6 - ADD
5. ADD A NEW SUPPLIER BOX WILL BE DISPLAYED. ENTER A NUMBER OR CODE AND PRESS ENTER.
6. INPUT INFORMATION FOR SUPPLIER AS NEEDED.
7. PRESS F1 TO ACCEPT
8. CONTINUE UNTIL ALL SUPPLIERS ARE ADDED TO THE FILE.
9. WHEN FINISHED PRESS F2 UNTIL YOUR BACK TO MAIN MENU.

NOTES