

## How Do I Create a Product from a Pricebook Code?

You can bring a product into your Product table from a Supplier's Pricebook in three main ways.

1. From a Customer Invoice
2. From a Supplier Purchase Order
3. From the Pricebook itself.

**NB** Once a product has been created from a Pricebook the pricebook record is linked to the product meaning the product cannot be created again as Infusion recognises that a product has already been created from this pricebook record.

Creating a product from a pricebook product will bring through the following details if they are loaded in the pricebook:

1. Code, Description, Barcode, *Type\**, *Group\**, *Subgroup\**  
*\*these should be linked to relevant Infusion product type/group/subgroup in the pricebook.*
2. Volume and weight
3. Pricing
4. Settings -Allow discounts, Track Sold, Purchased or Multi Qty Serial Numbers
5. Default Supplier and Supplier details

It will not bring through Images or Notes to the product.

### 1. From a Customer Invoice

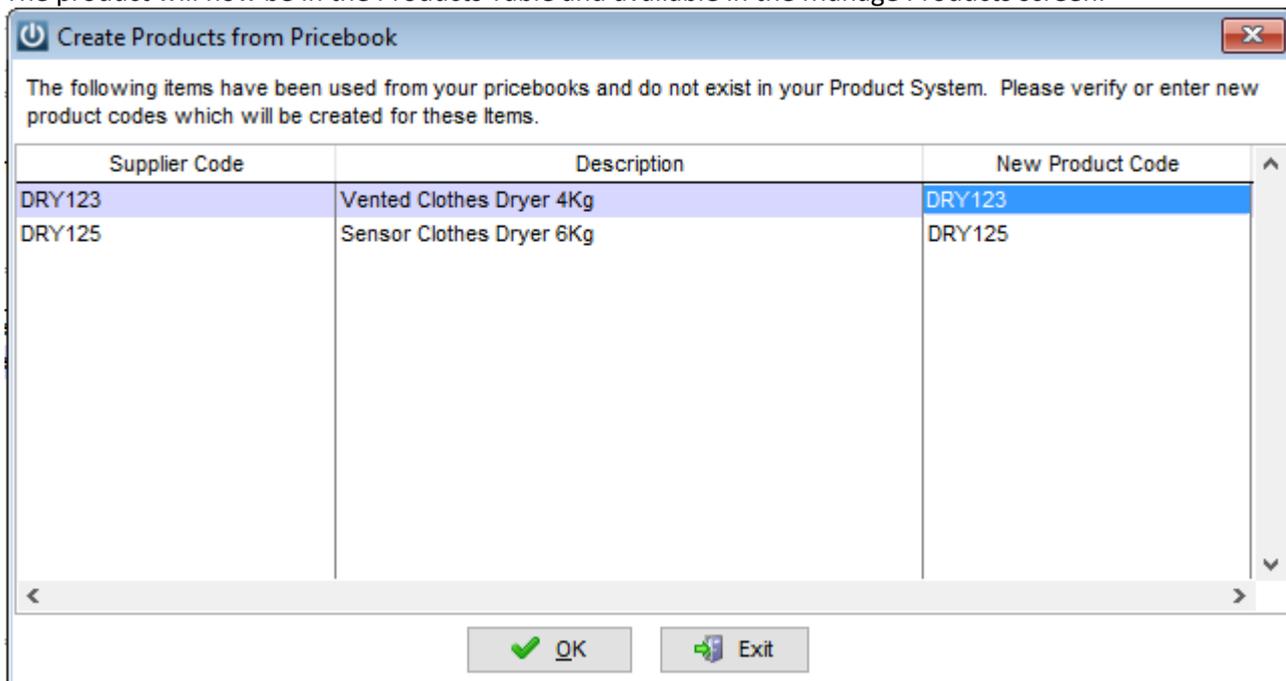
Enter “/P” in the Code field and hit Enter to open the relevant Pricebook.

Select the relevant product.

When you select Save or Process, a window will appear requesting your New Product Code to Create Products from Pricebook.

Leave the product code the same, or edit to suit and select OK.

The product will now be in the Products Table and available in the Manage Products screen.



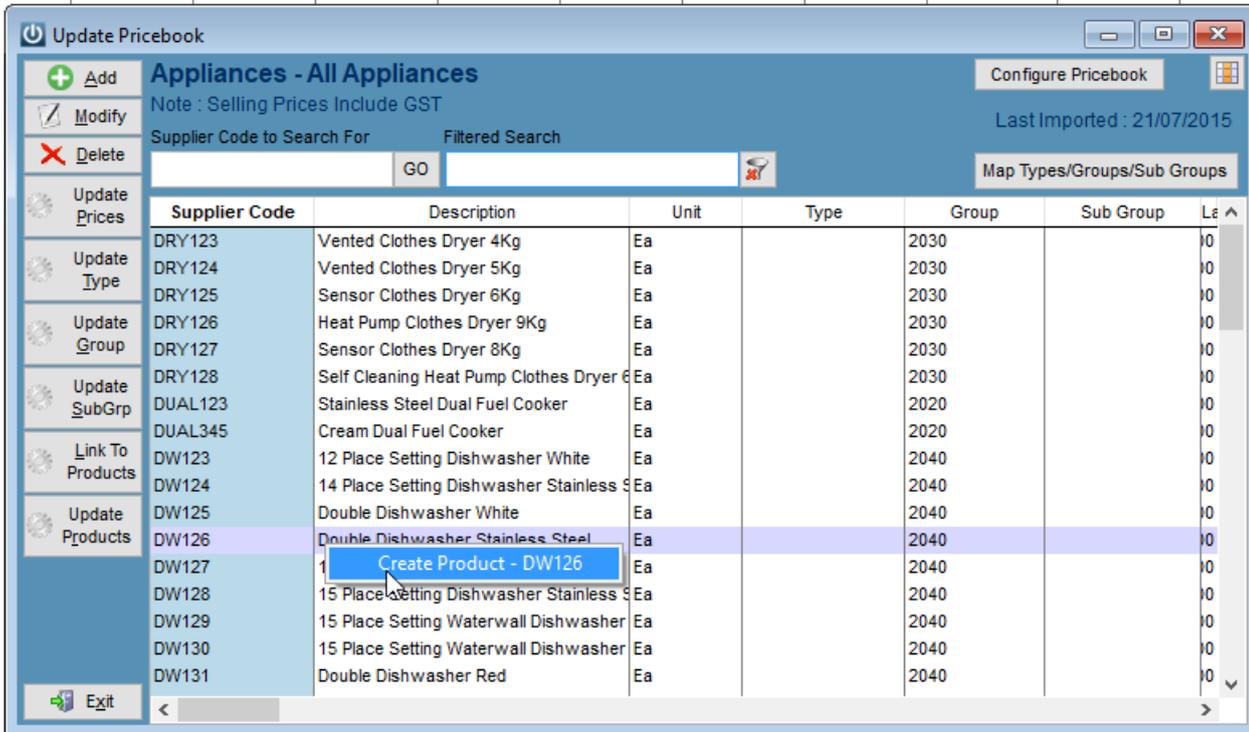
### 2. From a Supplier Purchase Order

Enter “/P” in the Code field and hit Enter to open the relevant Pricebook.

Follow the procedure for Customer Invoices to bring the product code into your Manage Products screen.

### 3. From the Pricebook

You may wish to create products in your Products Table without ordering or creating a sale for them. Go to Products / Pricebooks / Manage Pricebooks / Modify  
Right Click on the pricebook record you wish to create a product from and select Create Product



Leave the product code the same, or edit to suit and select OK.

The Product Details window for the new product will open. Check the details and click save.

