

# User Manual

## Vendor Products

Project:

### ODOO Implementation for PT Canopus Konverta Industri

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Created on:

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| Approval |                              | Department | Sign | Date          |
|----------|------------------------------|------------|------|---------------|
| Baitun   | ODOO Consultant /<br>Checker | IT         |      | 10 Maret 2025 |
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|          |                              |            |      |               |

## Document Change History

| Release Date  | Revision Number | Action Taken<br>(Add/Del/ Change) | Revision Description |
|---------------|-----------------|-----------------------------------|----------------------|
| 10 Maret 2025 | 0.0             | Initial Document                  |                      |
|               |                 |                                   |                      |

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# 1 Deskripsi

**Vendor Products** adalah produk atau layanan yang dibeli dari vendor dan dicatat dalam transaksi pembelian. Ini adalah produk yang tercantum dalam Purchase Order dan Vendor Bill yang diterbitkan untuk vendor.

# 2 Tujuan

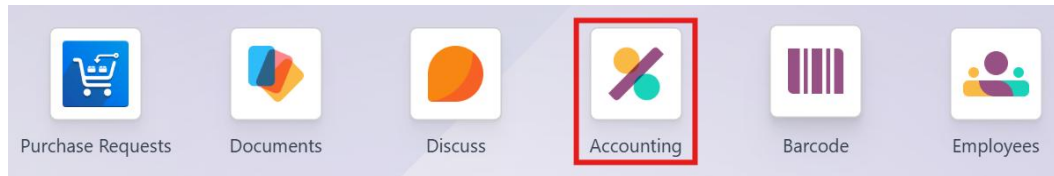
## Vendor Products

Panduan ini bertujuan untuk memberikan pemahaman kepada pengguna mengenai cara menambahkan data product vendor di dalam Odoo.

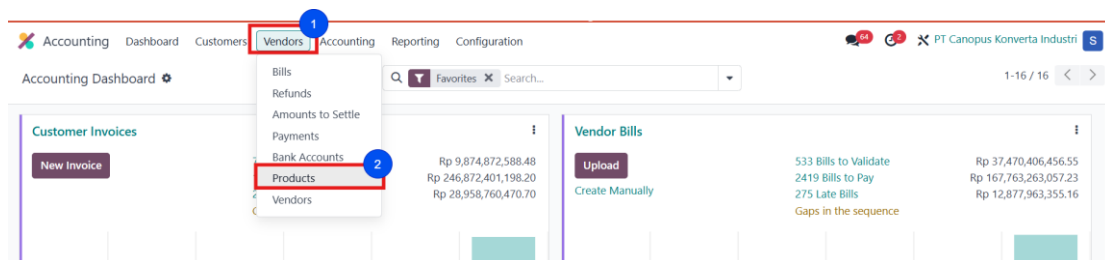
## 3 Vendors

### 3.1 Vendor Products

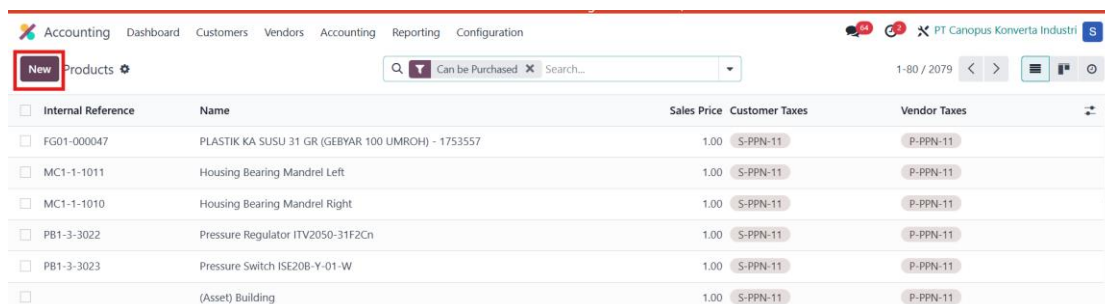
- ❖ Pilih aplikasi Accounting pada daftar menu



- ❖ Pilih Vendors, lalu klik Products



- ❖ Klik New, untuk menambahkan data product baru



- ❖ Isi data dari product dengan langkah sebagai berikut:

1. Isi Product Name
2. Centang sesuai dengan jenis produk
3. Isi product type dan Invoicing Policy
4. Isi unit of measure dan purchase UOM
5. Isi Quality Check Parameter
6. Isi Sales Price dan Customer Taxes
7. Isi product category dan internal reference

Accounting Dashboard Customers Vendors Accounting Reporting Configuration

New Products [RA1D0-000001] Adhesive BOSTIK EPS 7381

Extra Prices 0 Documents 0 On Hand 0.00 kg Forecasted 0.00 kg More

Update Quantity Replenish Print Labels

Product Name ☆ Adhesive BOSTIK EPS 7381

☐ Can be Sold ☒ Can be Purchased ☐ Film

General Information Attributes & Variants Purchase Inventory Accounting Data CKI

Product Type ? Storable Product

Invoicing Policy ? Delivered quantities

Storable products are physical items for which you manage the inventory level.  
Invoice after delivery, based on quantities delivered, not ordered

Unit of Measure ? kg

Purchase UoM ? kg

Konversi Report ☐

UoM Konversi Report

Quality Check Parameter ADHESIVE

Sales Price ? Rp1.00 (= Rp 1.11 Incl. Taxes)

Customer Taxes ? S-PPN-11 X

Cost ? Rp0.00 per kg

Product Category CKI / Raw Material

Internal Reference RA1D0-000001 Version ? 1

Barcode

Mo Type

Name Proses

Market Segment

Product Template Tags

❖ Lalu pada tab Inventory isi data dengan langkah sebagai berikut:

1. Pilih routes yang sesuai
2. Pilih Tracking yang sesuai

General Information Attributes & Variants Purchase Inventory Accounting Data CKI

OPERATIONS

Routes ? ☒ Buy ☐ Manufacture ☐ Resupply Subcontractor on Order [View Diagram](#)

Purchase Request ? ☐

TRACEABILITY

Tracking ? ☐ By Unique Serial Number ☒ By Lots ☐ No Tracking

Expiration Date ? ☐

LOGISTICS

Responsible ? System Administrator

Weight 0.0000 kg

Volume 0.0000 m<sup>3</sup>

HS Code ?

Origin of Goods ?

COUNTERPART LOCATIONS

Production Location ? Virtual Locations/Production

Inventory Location ? Virtual Locations/Inventory adjustment

Rewinder Location

3. Tambahkan data packaging

PACKAGING

| Packaging                  | Package Type | Contained Quantity | Unit of Measure | Purchase                            | Sales                    | Company |  |
|----------------------------|--------------|--------------------|-----------------|-------------------------------------|--------------------------|---------|--|
| Drum                       |              | 225.00             |                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |         |  |
| <a href="#">Add a line</a> |              |                    |                 |                                     |                          |         |  |

❖ Klik save untuk menyimpan data

## ❖ Maka data berhasil ditambahkan ke Vendor Products

Accounting Dashboard Customers Vendors Accounting Reporting Configuration

PT Canopus Konverta Industri

New Products

Can be Purchased Search...

1-80 / 2080

| Internal Reference                    | Name                     | Sales Price | Customer Taxes | Vendor Taxes |
|---------------------------------------|--------------------------|-------------|----------------|--------------|
| <input type="checkbox"/> RA1D0-000001 | Adhesive BOSTIK EPS 7381 | 1.00        | S-PPN-11       | P-PPN-11     |
| <input type="checkbox"/> RA2D0-00004  | Adhesive BOSTIK H 105    | 1.00        | S-PPN-11       | P-PPN-11     |
| <input type="checkbox"/> RA2D0-00002  | Adhesive BOSTIK H 107    | 1.00        | S-PPN-11       | P-PPN-11     |
| <input type="checkbox"/> RA1D0-00003  | Adhesive BOSTIK HP 8660  | 1.00        | S-PPN-11       | P-PPN-11     |
| <input type="checkbox"/> RA1D0-00002  | Adhesive BOSTIK KN 75    | 1.00        | S-PPN-11       | P-PPN-11     |