

Chapter 1 :

Managing E-

Commerce

- View Categories
 - Add Product Category
- View Product
 - Add New Product
 - Product Detail
 - Enable/Disable Product
 - Update Stock
 - Update Withdrawal Stock
 - Edit Product Details
 - Delete Products

View Categories

[View Categories](#)

Add Product Category

*** It is compulsory to Add the Product Category before add product.(for first time setup the system)**

1. The example product categories are as follows:

- Special Edition Gold
- Special Edition Silver
- Gold Wafer
- Gold Dinar
- Silver Wafer
- Silver Dirham
- Custom Gold Wafer
- Custom Gold Jewelry
- Custom Silver Dirham
- Custom Silver Jewelry

2. To view the Category, click Categories. All the categories will be display as below

Product Categories

[Home](#) / [E-Commerce](#) / [Product Categories](#)

Show

10

▼

entries

Search:

| Name | Description | Products | |
|--------------------------------|-------------------------|----------|-------------------------------------|
| Gold Bar 999.9 | 24k Gold Bar (Au 999.9) | 11 | ✎ ✖ |

Previous

1

Next

3. To add new category: Click **+**, **Add Product Category** pop-up will appear, fill up the details and click **Submit**.

Add Product Category



Name *

Description *

Cancel

Submit

[View Product](#)

View Product

Add New Product

1. To add new product, click **icon +**. The display for entering new products will be displayed as below.
2. Fill in product details and picture of product
3. All details are mandatory. Then click **Submit**.

Add Product

[Home](#) / [E-Commerce](#) / [Products](#) / [Add](#)

Product Options

☒ Active ☐ Featured ☐ Backend

Image



Recommended image size is 1000w x 700h

Name *

SKU *

Category *

Grade *

Description

B *I* U ~~ABC~~ **S** **X'** **X** 14 **A** **T'**

Initial Stock *

Weight (g) *

 gram

Premium Fee (MYR) *

 MYR

Sell Spread (%) *

 %

Buy Spread (%) *

 %

Display Spread (%) *

 %

This spread will be displayed to public. Does NOT affect any calculation.

☒ Allow Buyback

Fill this section if you want to bypass realtime gold price, otherwise keep this section blank.

Overwrite Buy Price (MYR)

 MYR

Overwrite Sell Price (MYR)

 MYR

Submit

Cancel





penerangan setiap ciri2 yang perlu diisi

- After the latest product addition is successfully submitted, the latest product display will be displayed as below:

[Home](#) / [E-Commerce](#) / [Products](#)

+

Search:

| | Product | Weight | Grade | Spread B/S/D | Premium | BS / SP / BP | Stock |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------|--------------|---------|----------------------------------------------|-------|
|  | Gold Bar 0.5g MET050-B-V1 Gold Bar 999.9 <div><div>999.9</div><div>Inactive</div><div>Featured</div><div>Out of Stock</div></div> | 0.5g | 999.9 | 9% / 9% / 9% | MYR 0 | MYR 132.87 MYR 165.00 N/A | 0 |
|  | Gold Bar 1g MET10-B-V1 Gold Bar 999.9 <div><div>999.9</div><div>Active</div><div>Featured</div></div> | 1g | 999.9 | 9% / 9% / 9% | MYR 10 | MYR 265.73 MYR 300.00 MYR 263.00 | 39 |
|  | Dinar Gold Bar 1/2 Dinar MET050-B-V1 Gold Bar 999.9 <div><div>999.9</div><div>Active</div><div>Out of Stock</div></div> | 2.13g | 999.9 | 9% / 9% / 9% | MYR 10 | MYR 566.00 MYR 627.00 MYR 561.00 | 0 |
|  | Dinar Gold Bar 1 Dinar MET10-B-V1 Gold Bar 999.9 <div><div>999.9</div><div>Active</div></div> | 4.25g | 999.9 | 9% / 9% / 9% | MYR 10 | MYR 1,129.35 MYR 1,241.00 MYR 1,120.00 | 148 |

* User can select more than 1.

- Name: Name of the product

SKU: Stock Keeping Unit

Category: based on Product Categories

Grade: based on gold grade, either 999.9 or 916

Initial Stock: Stock pertama yang masuk,, hanya untuk pertama kali stok masuk.

Premium Fee : Upah untuk penghasilan produk emas :1g,

Sell Spread : Susut Nilai (Selisih harga) harga Jual (Mark Up price base on

Buy Spread: Susut Nilai (Selisih harga) harga Beli (harga buyback daripada harga yang dah mark up)

Display Spread: Susut Nilai (Selisih harga) dipaparkan di website

- **overwrite buy/sell price will deactivate previous price setting.**

Overwrite Buy Price:

Overwrite Sell Price:

Product Detail

- Click on a **Product Detail** to view information about the product

Product Detail

Products

Gold Bar 0.5g

E-Commerce / Products / Gold Bar 0.5g

Product Detail

Images

Stock History

Withdrawal Stock History

Image

Status

Disabled

Featured

Yes

Backend

No

Name

Gold Bar 0.5g

Category

Gold Bar 999.9

Grade

999.9

Weight

0.5g

Premium Fee

MYR 0

Spread B/D

9% / 9% / 9%

Base Price

MYR 132.87

Sell Price

MYR 145.00

Buy Price

N/A

Allow Buyback

No

Stock

0

Withdrawal Stock

0

Description

Created

11 months ago

Updated

3 minutes ago

Images

Products

Gold Bar 0.5g

E-Commerce / Products / Gold Bar 0.5g

Product Detail

Images

Stock History

Withdrawal Stock History

+ Add Image

Add New Image

- Click **Add Image**
- Select new Image, and click Submit.

Upload Image

Select Image

Select or drag a file | PNG, JPG | < 2.00MB

Recommended image size is 1000w x 700h

Cancel

Submit

Stock History

Products

Gold Bar 0.5g

E-Commerce

Products

Gold Bar 0.5g

Product Detail

Images

Stock History

Withdrawal Stock History

Show

10

entries

Search:

| Date | Description | In | Out |
|----------------------------|-------------|----|-----|
| No data available in table | | | |
| Stock Balance | | | 0 |

Showing 0 to 0 of 0 entries

Previous

Next

Stock Report

- To see the stock of the product
- Click on **Stock Report**, enter the **date** and press **Generate Report**

Stock Report

Date Range *

01/06/2022 - 30/06/2022

01/06/2022

30/06/2022

<

JUN 2022

JUL 2022

>

| Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 30 | 31 | 1 | 2 | 3 | 4 | 5 | 27 | 28 | 29 | 30 | 1 | 2 | 3 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 27 | 28 | 29 | 30 | 1 | 2 | 3 | 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |

Apply

Clear

Cancel

Generate Report

- The **Stock Report** will be generated in the form of a **.pdf file**



Product Stock Report

01/06/2022 - 01/07/2022

Metalink

KBSE Bullion Sdn Bhd
No. 1-11-2 Presit Alami
Pusat Perdagangan Worldwide 2
Persiaran Akuatik, Seksyen 13
40100 Shah Alam, Selangor, Malaysia
enquiry@kbse.com.my
03-5511 1002

Gold Bar 0.5g

| Date | Description | In | Out | Balance |
|-------------------------------------|-----------------|----|-----|---------|
| 01/06/2022 | Balance Forward | | | 0 |
| Running Balance As of 01/07/2022 | | | | 0 |

Withdrawal Stock History

Products

Gold Bar 0.5g

E-Commerce / Products / Gold Bar 0.5g

Product Detail Images Stock History **Withdrawal Stock History**

Show 10 entries Search:

| Date | Description | In | Out |
|----------------------------|-------------|----|-----|
| No data available in table | | | |
| Withdrawal Stock Balance | | | 0 |

Showing 0 to 0 of 0 entries

Previous Next

Withdrawal Stock Report

- To see the **Withdrawal Stock** of the product
- Click on the **Withdrawal Stock Report**, enter the **date** and press **Generate Report**

Stock Report

Date Range *

01/06/2022 - 30/06/2022

01/06/2022 30/06/2022

< JUN 2022 JUL 2022 >

| Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 30 | 31 | 1 | 2 | 3 | 4 | 5 | 27 | 28 | 29 | 30 | 1 | 2 | 3 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 27 | 28 | 29 | 30 | 1 | 2 | 3 | 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |

Apply Clear

Cancel Generate Report

available in table

- The **Stock Report** will be generated in the form of a **.pdf file**



Product Withdrawal Stock Report

01/06/2022 - 01/07/2022

Metalink

KBSE Bullion Sdn Bhd
No. 1-11-2 Presit Alami
Pusat Perdagangan Worldwide 2
Persiaran Akuatik, Seksyen 13
40100 Shah Alam, Selangor, Malaysia
enquiry@kbse.com.my
03-5511 1002

Gold Bar 0.5g

| Date | Description | In | Out | Balance |
|-------------------------------------|-----------------|----|-----|---------|
| 01/06/2022 | Balance Forward | | | 0 |
| Running Balance As of 01/07/2022 | | | | 0 |

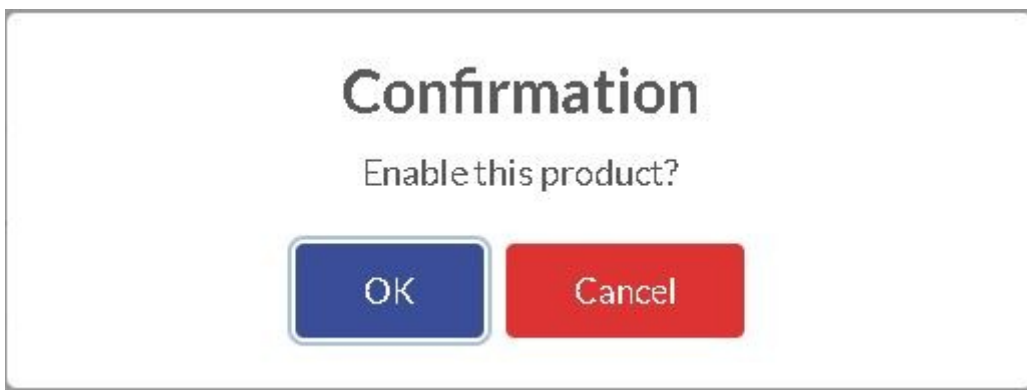
View Product

Enable/Disable Product

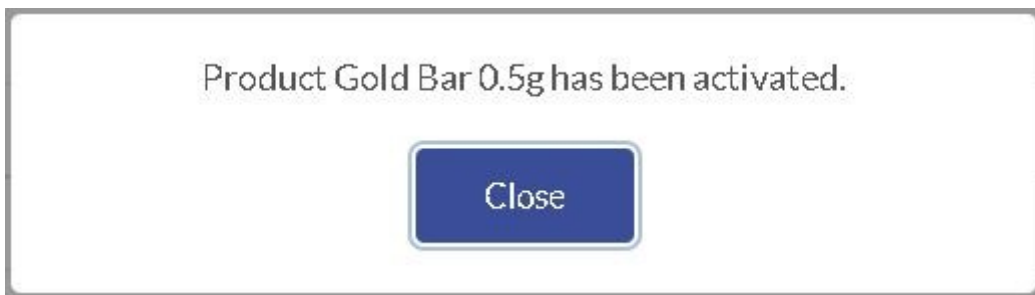
Enable Product



- To enable product, click icon **Enable Product**



- Click **OK** to confirm. And click **Close**.



Disable Product



- To enable product, click icon **Disable Product**

Confirmation

Disable this product?

OK

Cancel

- To enable product, click icon **Enable Product**

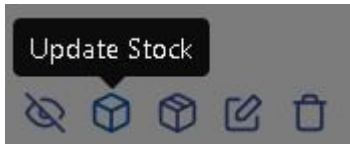
Product Gold Bar 0.5g has been deactivated.

Close

[View Product](#)

Update Stock

Update Stock Physical



- Select stock **In/Out**
- Fill in **Date**, **Quantity** and **Description**.
- Click **Submit**

Update Stock Record

Stock Type *

Select...

Date *

Quantity *

Description *

Cancel

Submit

[View Product](#)

Update Withdrawal Stock

Update Withdrawal Stock Physical



- Select stock **In/Out**
- Fill in **Date**, **Quantity** and **Description**.
- Click **Submit**

Update Withdrawal Stock Record

Stock Type *

Select ...

Date *

Quantity *

Description *

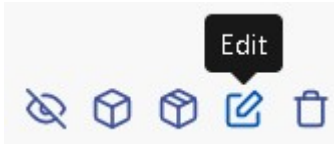
Cancel

Submit

View Product

Edit Product Details

Edit Product Detail



- update any section you want to edit, and click **submit**

☒ Active ☒ Featured ☐ Backend

 Select or drag a file | PNG, JPG | < 2.00MB

Name SKU Category [®]Grade ¹

999.9

B I U S X² X₁ 14 ▾ A ▾ T1 ▾

0.5

gram

0.00

MYR

9

9

9

☐ Allow Buyback

Overwrite Buy Price (MYR)

Overwrite Sell Price (MYR)

MYR

MYR

165.00

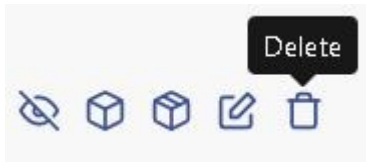
MYR

Submit

View Product

Delete Products

Delete Product



- click **Delete** when you are sure to delete

Delete Confirmation

Are you sure to delete this record?

Delete

Cancel