

Exchange

1. Click **GWA**
2. Click **Exchange**
3. The click **+**
4. The Exchange page will be display. Fill up all form. All the ***** is mandatory to be fill.
5. Click **Create Exchange Request.**

Exchange
🏠 / GWA / Exchange / New Exchange

Customer *

Weight (g) *

Description *

Remark

Create Exchange Request

Cancel

6. To proceed, Click **Approve & Complete Request.**

GWA Exchange
🏠 / GWA / Exchange / T05-00000001

Exchange Detail

Customer

Exchange ID	T05-00000001
Transaction Status	Created WD-S000
Created	09/06/2022 01:47 PM
Updated	09/06/2022 01:47 PM

Exchange Detail

Description	daddede
Weight	2.0000g

→ Approve & Complete Request

✖ Cancel Request

Print

7. The Confirmation pop up will appear, Click OK

Confirmation

Are you sure to proceed with this exchange request?



8. The pop up **Gold Exchange marked Fulfilled will be appear**. Click **Close**.

Gold Exchange T05-00000001 marked fulfilled.



9. The Transaction status will changes to **Fulfilled**.

GWA Exchange

/ GWA / Exchange / T05-00000001

Exchange Detail

Customer

Exchange ID	T05-00000001
Transaction Status	Fulfilled
Created	09/06/2022 01:47 PM
Updated	09/06/2022 01:50 PM
Completed	09/06/2022 01:50 PM

Exchange Detail

Description	daddede
Weight	2.0000g

Cancel Request

Print

Revision #3

Created 7 June 2022 15:13:33 by Madeehah Rasid

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