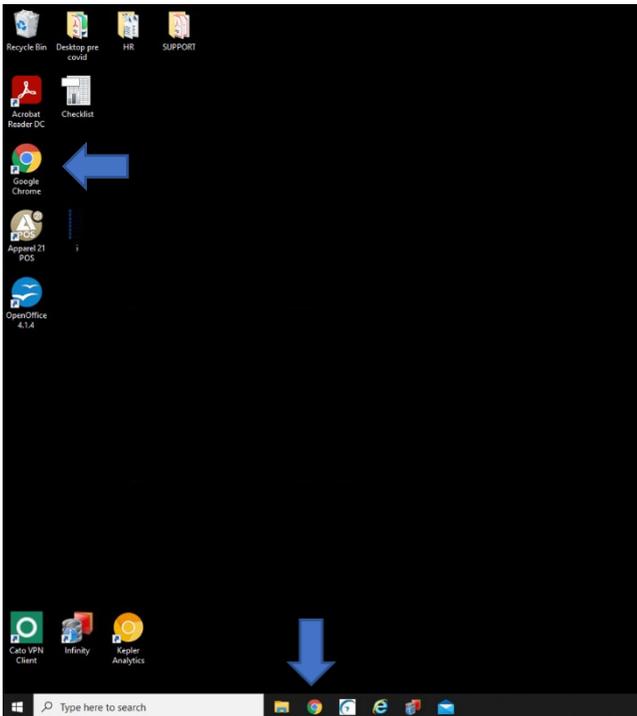


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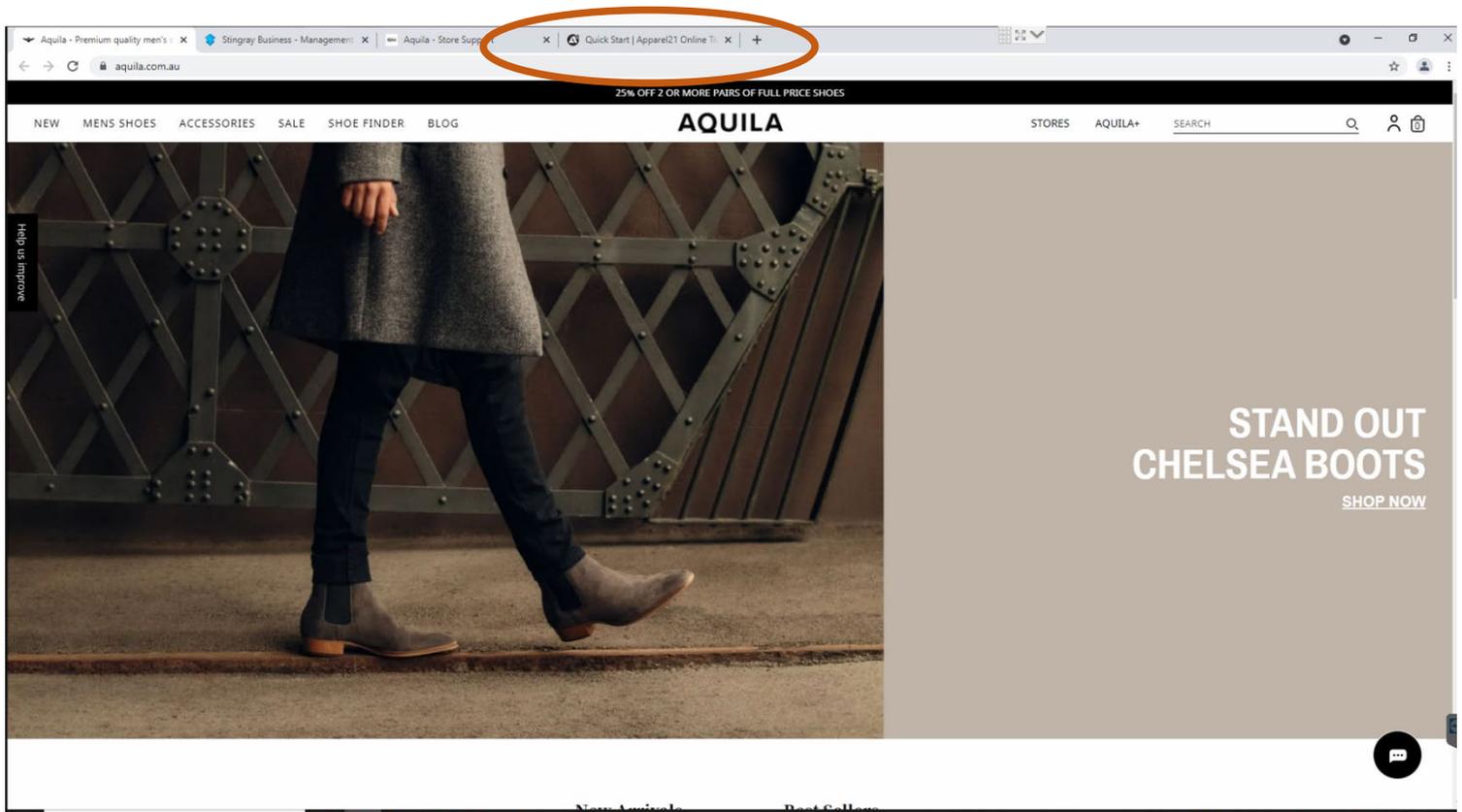
AP21 TRAINING GUIDE: WHERE TO ACCESS IT

To locate extra AP21 training videos, locate your **Google chrome** tab on your desktop.

➤ Click Google chrome to proceed.



Once you open your browser, Click **QUICK START: Apparel21** which will already be saved on your tab, as seen below.



You will be prompted to the 'Tutorials by Modules' section.

- To access retail related modules, click '**Retail/POS**' as seen below.

The screenshot displays the Apparel21 user interface. At the top, there is a navigation bar with a logo on the left, a welcome message "Welcome deniz from AQUILA" on the right, and buttons for "EDIT PROFILE" and "LOG OUT". Below this is a dark navigation bar with icons for "TUTORIALS", "ARTICLES", and "SEARCH".

The main content area features a "QUICK START" section with three video thumbnails:

- Get Started - Login - Cha..**: Description: "Get started with Apparel²¹ and learn how to access Login, Change Password, Accessing Applications, Favourites, History and Logout"
- Get Started - Search/Quer..**: Description: "Get started with Apparel²¹ and learn how to access the Search/Query and Fastfind screens"
- Get Started - Tips and Tr..**: Description: "Here are some general tips and tricks including shortcuts to help you use Apparel²¹ better."

Below the quick start section is a "TUTORIALS BY MODULES" section with a grid of 12 modules:

Module	Tutorials
Webinar Sessions	32 Tutorials
Release Features	29 Tutorials
Customers	1 Tutorial
Financials	6 Tutorials
Logistics	10 Tutorials
Mail Order	4 Tutorials
Misc. Reports	1 Tutorial
Persons	2 Tutorials
Products	14 Tutorials
Purchasing	3 Tutorials
Retail / POS	45 Tutorials
Sales Orders	15 Tutorials

The "Retail / POS" module is highlighted with a red border.

Now, you'll be able to go through any training module that you require.

Simply **click** the module of choice.

- There are quite a few modules to go through...to access more scroll down.

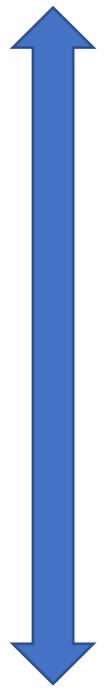
LIST OF TUTORIALS

View   Sort by Tutorial Name (A → Z) ▼

- SELECT**  CLEAR ALL
- Module & Functions**
- ▼ Webinar Sessions (32)
 - ▶ Release Features (29)
 - ▶ Customers (1)
 - ▶ Financials (6)
 - ▶ Logistics (10)
 - ▶ Mail Order (4)
 - ▶ Misc. Reports (1)
 - ▶ Persons (2)
 - ▶ Products (14)
 - ▶ Purchasing (3)
 - ▼ **Retail / POS (45)**
 - Point Of Sale (21)
 - Retail Promotions (6)
 - Retail Transactions (1)
 - Stock Replenishment (8)
 - Markdowns (3)
 - Utilities (5)
 - ▶ Sales Orders (15)
 - ▶ Setup (6)
 - ▶ Stock (8)
 - ▶ Stocktake (6)
 - ▶ Suppliers (1)

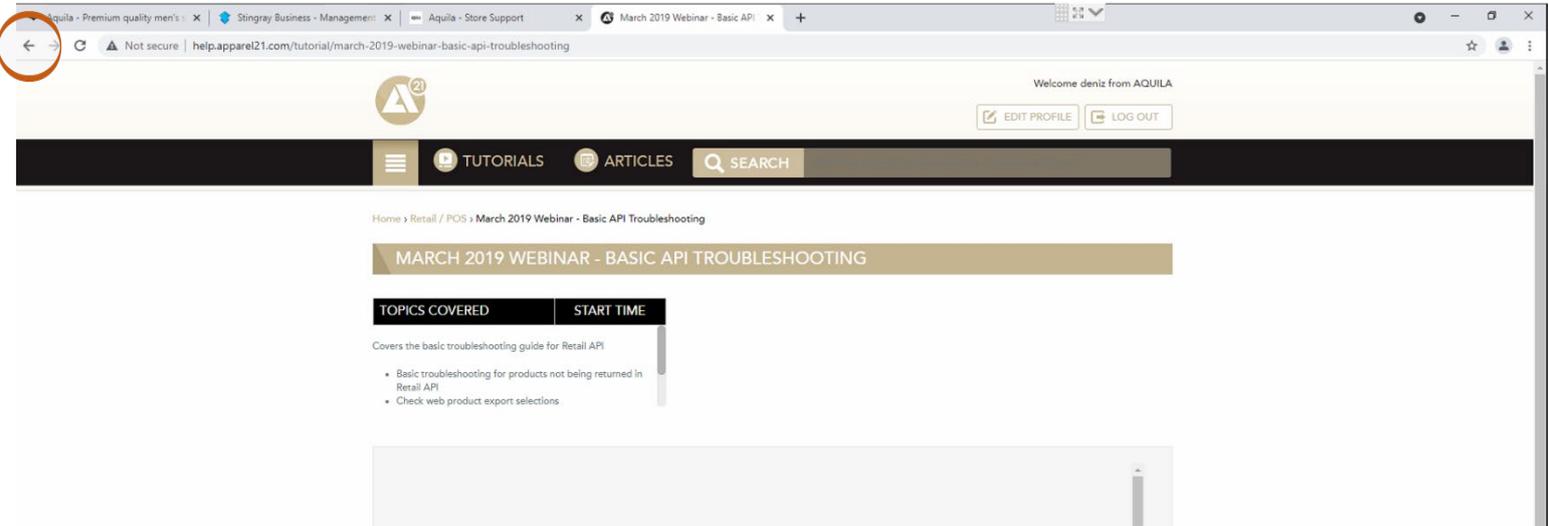
Retail / POS

 March 2019 Webinar - Basic API Troubleshooting Retail / POS Utilities	 Retail - Gift Vouchers Part 1 - Introduction In this first session of gift voucher videos we will be going through how Utilities 3:13	 Retail - Gift Vouchers Part 2 - Create a New Range Create a new gift voucher range. Utilities 3:48
 Retail - Gift Vouchers Part 3 - Printing Secure Numbers and Export Voucher Numbe... Export voucher numbers for use with Utilities 2:54	 Retail - Gift Vouchers Part 4 - Monitor and View Outstanding Vouchers How to monitor and check on the status of voucher ranges in the gift Utilities 2:43	 Retail - Gift Vouchers Part 5 - Write-off Unused and Expired Gift Vouchers How to write-off unused and expired Utilities 2:01
		



Once your video module is complete, simply click the **back** arrow, to access **other modules** that you require.

- This will prompt you back to the main Retail/ POS module section.



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