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Easy Photo Plug-In

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1.0 Introduction

The EasyPhoto plugin empowers users to effortlessly upload photos to item details within selected document entries, empowering users with seamless photo uploads. This feature is purposefully designed to cater to the needs of private sellers, offering them a convenient and efficient way to visually represent their items. By integrating photo uploads directly into the item details section, users can effortlessly enhance their listings with compelling visual content.

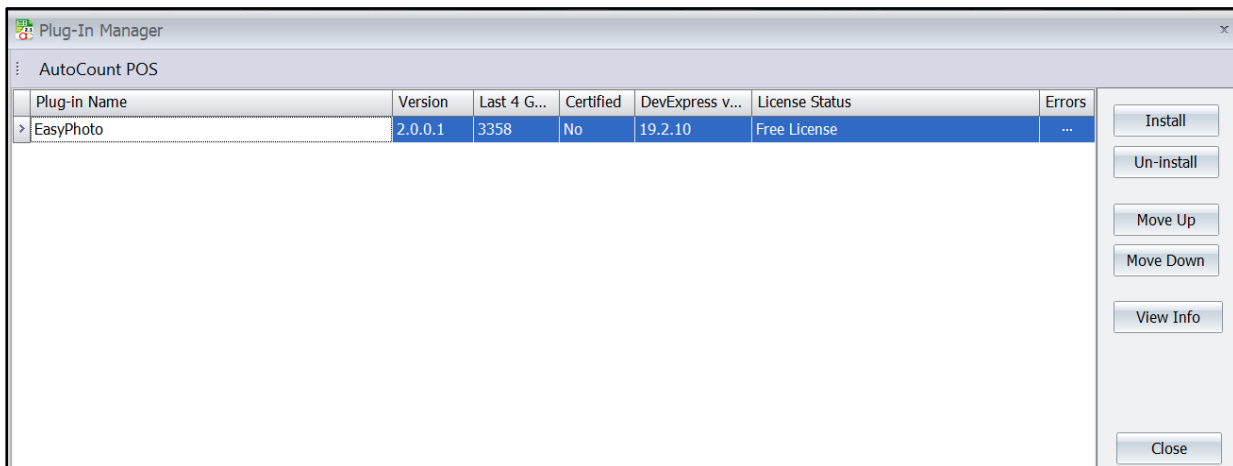


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2.0 Installing the Plug-In

1. Go to **Tools > Plug-In Manager**
2. Click on the **“Install”** button.
3. Browse for the related **.app file (EasyPhoto)**
4. A new window will prompt with some basic information of this plug-in.
5. Click on the **“Install”** button again to proceed.
6. A confirmation message will be prompted after that.
7. Click **“Yes”** to confirm the installation.
8. A success message will appear after the plug-in is installed correctly.

EasyPhoto	7/8/2023 11:00 AM	AutoCount Plugin Pa...	188 KB
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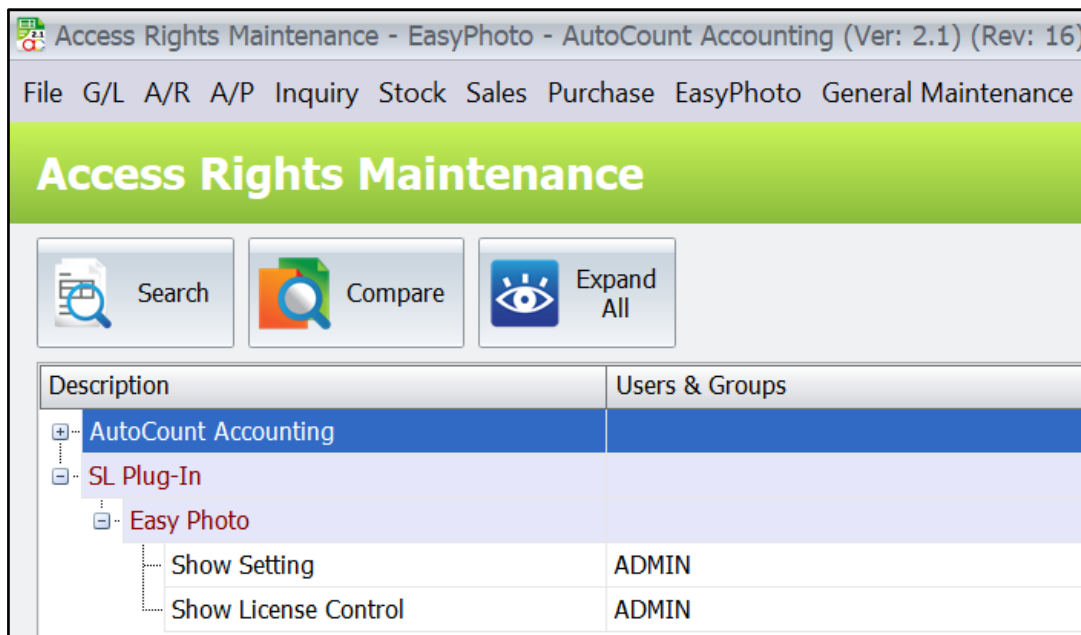




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3.0 Assign Access Rights

1. Go to **General Maintenance > Access Right Maintenance**
2. Locate the “**SL Plug-In**” and click on the “**+**” icon next to it.
3. Locate the “**EasyPhoto**” and click on the “**+**” icon next to it.
4. Click on “**EasyPhoto**” and proceed by clicking “**Set Group Access Rights**”.
5. In the pop-up window, navigate to “**Admin**”. *(Example)*
6. Change the “**Don’t change**” status to “**Add**”.
7. Click on “**OK**” to save changes.
8. Click on “**Yes**” to apply the Access Right to the rest of the sub commands.

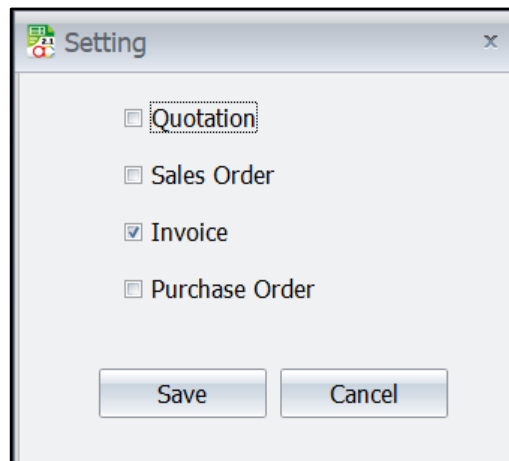




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4.0 Setting

1. Go to **EasyPhoto > Setting**
2. Tick available options.
3. Click on the **“Save”** button.



The **“Setting”** feature offers users the flexibility to customize their document preferences by choosing which specific documents require photo uploads. This feature allows users to tailor their workflow according to their needs, ensuring that photo uploads are only mandatory for the selected documents.



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5.0 Document

5.1 Document (Upload Photo)

1. Go to **Sales**
2. Choose Document that were ticked in Setting. (Invoice).
3. Choose available Invoice.
4. Click on the **“Edit”** button.
5. Perform a **RIGHT CLICK** on the **“No Image Available”** space.
6. Choose the **“Load”** option from the dropdown menu.
7. Select picture / photo within the File Explorer
8. Click on the picture / photo to upload it in the provided space.
 - **NOTE:** Users are only able to upload a maximum of **TWO** picture / photo
9. Click on the **“Save”** button to save.

The screenshot shows the 'New Invoice' window in AutoCount Accounting (Ver: 2.1). The window title is 'New Invoice - [Next Possible No: I-000004] - EasyPhoto - AutoCount Accounting (Ver: 2.1)'. The interface includes a ribbon with various options like 'Save as Draft', 'Save as Template', 'TAX', 'Discount', 'Total Cost', 'Change Unit Price', 'Item Search', 'Show Instant Info', 'Copy from other Invoice', 'Copy to a new Invoice', 'Transfer From Quotation', 'Transfer From Sales Order', 'Transfer From Delivery Order', 'Transfer By Value From Sales Order', and 'Check Transferred To Status'. The main form contains fields for Debtor Name (CUSTOMER 1), Invoice No (<<New>>), Date (09/08/2023), and Address (No 7, Taman Matahari, Ipoh, Perak). A table with columns 'Item Code', 'Description', 'Description 2', 'Fu...', 'UOM', 'Qty', 'Unit Price', 'Discount', 'Total', 'Tax Code', 'Tax Rate', 'Sales Ta...', 'Tax', 'Total (inc)', and 'Total (inc)' is visible. The first row contains 'ROZEL SOFA X2' with a unit price of 750.00 and a total of 750.00. A context menu is open over the 'No Image Available' area, showing options: Cut, Copy, Paste, Delete, Load, and Save. The 'Load' option is highlighted. At the bottom right, there are fields for Subtotal (ex) 750.00, Taxable Amount 0.00, Tax 0.00, and Total 750.00. Buttons for 'Save', 'Save & Preview', 'Save & Print', and 'Cancel' are at the bottom.



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New Invoice - [Next Possible No: I-000003] - EasyPhoto - AutoCount Accounting (Ver: 2.1)

Home Edit

Save as Draft Save as Template Save

TAX Set Tax Date

Group Total Editing

Discount

Total Cost

Change Unit Price

Item Search

Show Instant Info

Copy from other Invoice Copy

Copy to a new Invoice

Transfer From Quotation

Transfer From Sales Order

Transfer From Delivery Order

Transfer By Value From Sales Order

Check Transferred To Status

Debtor Name: 300-C002 CUSTOMER 2 Invoice No: <<New>>


Address: No 6, Jalan Fauna, Selangor. Date: 09/08/2023

Branch: Multi Pricing: Price 1

Ship Via: Credit Term: C.O.D.

Sales Agent: Sales Agent

Shipping Info: Shipping Info



Item Code	Description	Description 2	Fu...	UOM	Qty	Unit Price	Discount	Total	Tax Code	Tax Rate	Sales Ta...	Tax	Total (ex)	Total (inc)	
Sf...	ROZEL SOFA X2		...	UNIT	1	750.00		750.00					0.00	750.00	750.00
					1			750.00					0.00	750.00	750.00

Record 1 of 1

Subtotal (ex) 750.00

Inclusive? Taxable Amount 0.00 Tax 0.00

Total 750.00

Proceed New Invoice

Save Save & Preview Save & Print Cancel

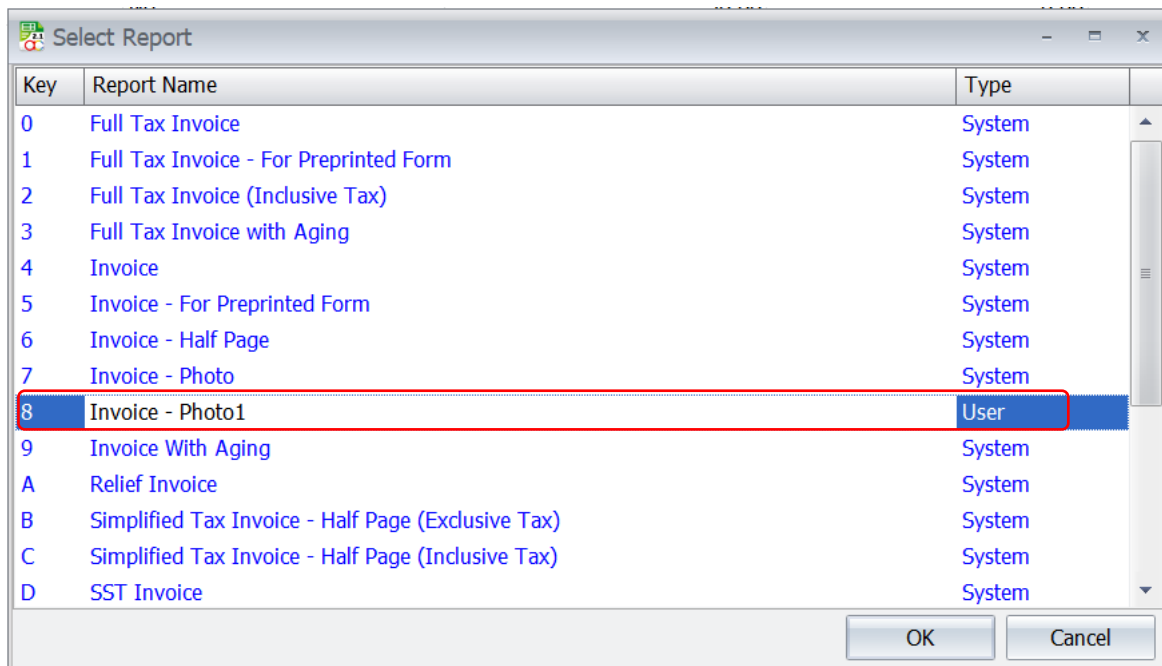
The “Upload Photo” feature is available to the documents that are stated in the “Setting” window, as such users will just need to follow the same steps provided above to upload their photo. With this, users are able to seamlessly incorporate visuals into their chosen documents.



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5.2 Document (New Report)

1. Click on the “**Preview**” or “**Print**” button.
2. Choose report.
3. Click on the “**OK**” button to view selected report.





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INVOICE

No. : I-000003

CUSTOMER 2

No 6, Jalan Fauna,
Selangor.

TEL :

FAX :

Your Ref. :

Our D/O No. :

Terms : C.O.D.

Date : 09/08/2023

Page : 1 of 1

Item	Description	Qty	UOM	U/ Price RM	Disc.	Total RM
1.	ROZEL SOFA X2	1	UNIT	750.00		750.00



RINGGIT MALAYSIA SEVEN HUNDRED FIFTY ONLY

Total **750.00**

With the introduction of the newly added report, users now have access to a comprehensive overview of the document, enriched by the inclusion of uploaded photos. This addition significantly enhances the user experience by providing visual aids to consumers.