

Automatic Giveaways

Introduction

The **Automatic Giveaways** feature was developed to allow for **tracking items** that are stocked as inventory but given away during a sale without cost or at a discount for promotional purposes. This can be useful when giving away jewelry boxes or jewelry cleaner with an engagement ring sale, batteries with a watch repair, and more.



NOTE

This feature **does** affect how **Giveaway Threshold** is setup. Review the article titled [Setup Promotional Giveaway](#) to learn more about setting up **Giveaway Threshold**.

Setup

System Option

A **System Option** has been added to determine the receipt printing rule for items marked as **Automatic Giveaways**.

1. Click **Administrative > System Options**.
2. Scroll down to **POS Options**.
3. Locate the option named **Auto Giveaway Item Print Options** and click the dropdown arrow to select a printing rule.

Option Name	Value
Ask "Are You Sure?" When Canceling an Order	False
Auto Giveaway Item Print Options	Print_If_Retail_Not_0
Cash Drawer Button	

Auto Giveaway Item Print Options
For Items marked as automatic giveaway we should follow this

Always_Print
Never_Print
Print_If_Retail_Not_0

Print OK Cancel

- a. **Always Print** – The giveaway item will always be printed on the receipt.
- b. **Never Print** – The giveaway item will never be printed on the receipt.
- c. **Print If Retail Not 0** – The giveaway item will only be printed on the receipt if the retail price is not marked \$0.00.

Associate Permission

You must have permission to mark items as a permanent giveaway in Edge.

To grant permission to an Associate:

1. Click **Administrative > Associates > Lists**.
2. Double click on the **Associate** to **Edit** the record, and click the **Security** tab.

3. Locate the permission named **Mark an Item as a Permanent Giveaway**, then check the box to apply the permission and select a Save option.

Manually resend Text and Email notifications after the initial notification has been sent.
 Mark a Pop-Up as completed (Do not show this Pop-Up again)
 Mark an Item as a permanent giveaway
 Mark Item as Memo Out

Marking Items as Automatic Giveaway

You can mark items as **Automatic Giveaways** right from the item record.

To do so:

1. Navigate to **Inventory > Items > Find** and enter **criteria** to locate your desired item.
2. On the item's **General** tab, locate the **Giveaway Item** checkbox under the **Pricing** section and check the box.

ITEMS - 001-410-00026

General Stones Tag Quantities Notes Disassembled Pre-Appraise History Website

Item #001-410-00026 Category **410 Gold Fashion Rings - Women's**

Vendor Info: Vendor ID **51** **GABRIEL**

Inventory: Store # **1**

Pricing: Auto

Give Away Item

(1) Ring Details: Style, Metal, Color, Finish

(2) On Sale: Price, Margin, Starts, Ends, Sign

3. Choose a **Save** option to save your changes to the **Item Record**.

Selling Automatic Giveaway Items at POS

Selling items at POS with **Automatic Giveaways** works just like any regular item sale at POS.

You will **find the customer** and **select the associate**, as normal, then **find/scan the item** to be given away.

2	001-970-1000001	1	Engagement Ring Box	\$30.00	\$0.00
				0.00%	\$0.00
				\$0.00	\$0.00
Giveaway <input type="checkbox"/> Include Care Plan					\$0.00

If you selected one of the **System Options** that allows the giveaway item to print, you will see the item on the receipt as shown in the example below:

EDGE Tech Shop

3 Corporate Dr
Shelton, CT 06484
(877) 844-0002

RECEIPT

#001-00366



11/30/2023 9:25 AM

You were assisted by

Sold To: #001-00036

3 Corporate Dr
Suite 215
Shelton, CT 06484

100-1000026	Lady's White Platinum Tiffany Engagement Ring Size 6 With One Purchase Round G Vs1 Diamond	\$8,750.00
970-1000002	Engagement Ring Box [001-970- 1000001] (Retail Price: \$30.00) Giveaway	\$0.00
SubTotal...		\$8,750.00
CT Sales Tax...		\$555.63
Total...		\$9,305.63
Cash Tendered...		\$9,305.63