



Unicart 2.0

Revision 6



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AUTO COUNT SDN BHD

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1.0 Revision History

Rev.	Version	Update Date	Modified By	Remark
1	2.0.0.6	30/08/2019	Jae Sen	Initial Release
2	2.0.0.9	20/09/2019	Jae Sen	Section 4.5 Customer sync to include new options
3	2.0.0.16	16/10/2019	Jae Sen	Section 4.7 Order sync to add custom filter
4.	2.0.0.19	06/11/2019	Jae Sen	Section 3.0 Add access right for Update Quantity by Channel Section 4.7 Modified Filter and Option Section 4.10 Add Update Quantity by Channel Section 4.11 Update Knock off express section to 4.11
5.	2.0.0.21	06/01/2020	Jae Sen	Section 4.9 Support Item related filter Section 4.10 Support Item related filter
6.	2.0.0.25	24/03/2020	Jae Sen	Section 4.6 Updated Format 1 and Format 2 function definition Section 4.6 Updated Option to include Copy Description to AutoCount Description Section 4.6 Update Option to include Copy Product Price or Selling Price option Section 4.6.1 Support multiple Product or Variant into Single Item Code Section 4.6.3 Added Item Description and Barcode Sync

2.0 Introduction

Unicart 2.0 Plug-in is to perform **integration** between **SiteGiant** and **AutoCount Accounting**, allowing data from SiteGiant to pump into AutoCount Accounting for accounting, inventory and reporting purpose.

However, it only supports **one-way sync** from SiteGiant to AutoCount Accounting.

**SiteGiant is an E-commerce website that handles multiple marketplace such as Lazada, Shopee etc. It will centralise the data (Customers, Products, Orders) from these marketplaces and allow users to just operate from one end to reduce work redundancy.*

2.1 System Requirement

- AutoCount Accounting 2.0 Basic Edition and above, Pro Edition recommended to fully utilise
- AutoCount Accounting 2.0 Revision 121 and above (Recommended)

2.2 Installation

1. Launch AutoCount Accounting 2.0 and login into the account book that wish to install this plug-in.
2. From the top Menu, go to **Tools → Plug-in Manager**.
3. Plug-in Manager screen will appear, click on the **“Install”** button located on the right side. System will prompt to select a file. Browse for the related **.app file**.
4. A new window will prompt with some basic information of this plug-in. Click on the **“Install”** button again to proceed.
5. A confirmation message will prompt after that. Click **“Yes”** to confirm the installation.
6. A success message will appear after the plug-in is installed correctly.

3.0 Access Rights

There will be access rights added once user had installed this plug-in. User can browse these access rights at top **Menu → General Maintenance → Access Rights Maintenance**. User will be able to see a new record “Unicart 2.0” with several new access rights records added into the system.

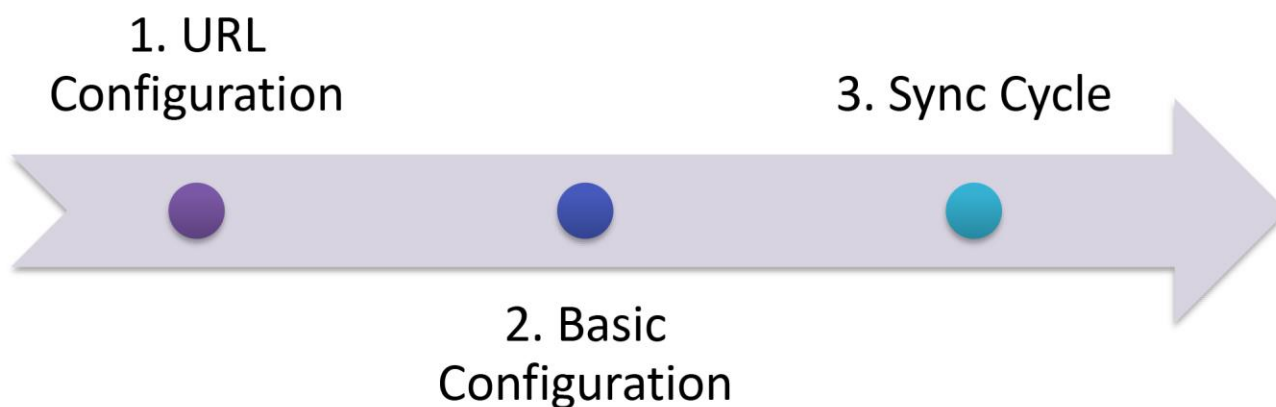
Access Right	Description
Customer Sync	
Show Customer Sync	To show Customer Sync Menu
Open Customer Sync	Allow to open Customer Sync
Sync Customer	Allow sync customer from Site Giant
Product Sync	
Show Product Sync	To show Product Sync Menu
Open Product Sync	Allow to open Product Sync
Sync Product	Allow sync product from Site Gian
Order Sync	
Show Order Sync	To show Order Sync Menu
Open Order Sync	Allow to open Order Sync
Sync Order	Allow sync order from Site Giant
Other Sync	
Categories Sync	
Show Categories Sync	To show Categories Menu
Open Categories Sync	Allow to open Categories
Sync Categories	Allow sync categories from Site Giant
Brand Sync	
Show Brand Sync	To show Brand Menu
Open Brand Sync	Allow to open Brand
Sync Brand	Allow sync brand from Site Giant
Update Quantity	
Show Update Quantity	To show Update Quantity Menu
Open Update Quantity	Allow to open Update Quantity
Perform Update Quantity	Allow perform update quantity to Site Giant

Update Quantity by Channel	
Show Update Quantity by Channel	To show Update Quantity by Channel Menu
Open Update Quantity by Channel	Allow to open Update Quantity by Channel
Perform Update Quantity by Channel	Allow perform update quantity by channel
URL Configuration	
Show URL Configuration	To show URL Configuration Menu
Open URL Configuration	Allow to open URL Configuration setting
Save URL Configuration	Allow to save URL Configuration
Basic Configuration	
Show Basic Configuration	To show Basic Configuration Menu
Open Basic Configuration	Allow to open Basic Configuration setting
Save Basic Configuration	Allow to save basic configuration

4.0 Function & Feature

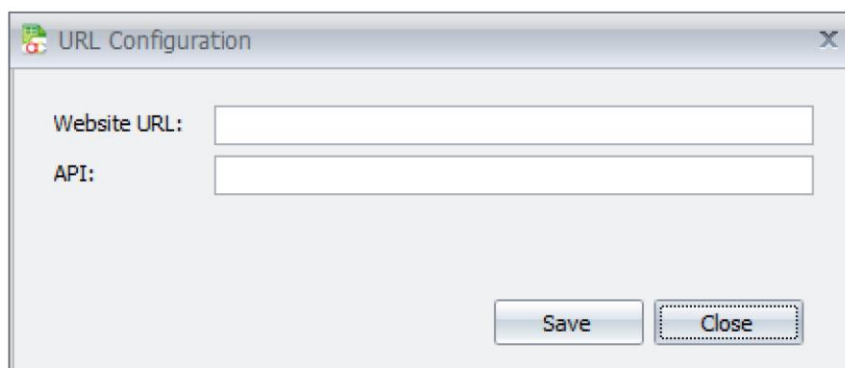
4.1 General Flow

The flow illustrates the **setup process** of Unicart 2.0.



4.2 URL Configuration

UR Configuration is the setting that links up AutoCount Accounting with SiteGiant. This is the first thing that user will need to setup. User can set this at top **Menu → Unicart 2.0 → URL Configuration**. User will have to get the **Website URL** and **API** from SiteGiant representative. After filling this, just click on the **“Save”** button.



The screenshot shows a dialog box titled 'URL Configuration'. It contains two input fields: 'Website URL:' and 'API:'. Below the input fields are two buttons: 'Save' and 'Close'.

Title	Expected Data Value (Sample)
Website URL	https://www.autocountstore.com
API	S5d6f4ds8f7d9sd5fd1ds23fdsfd7

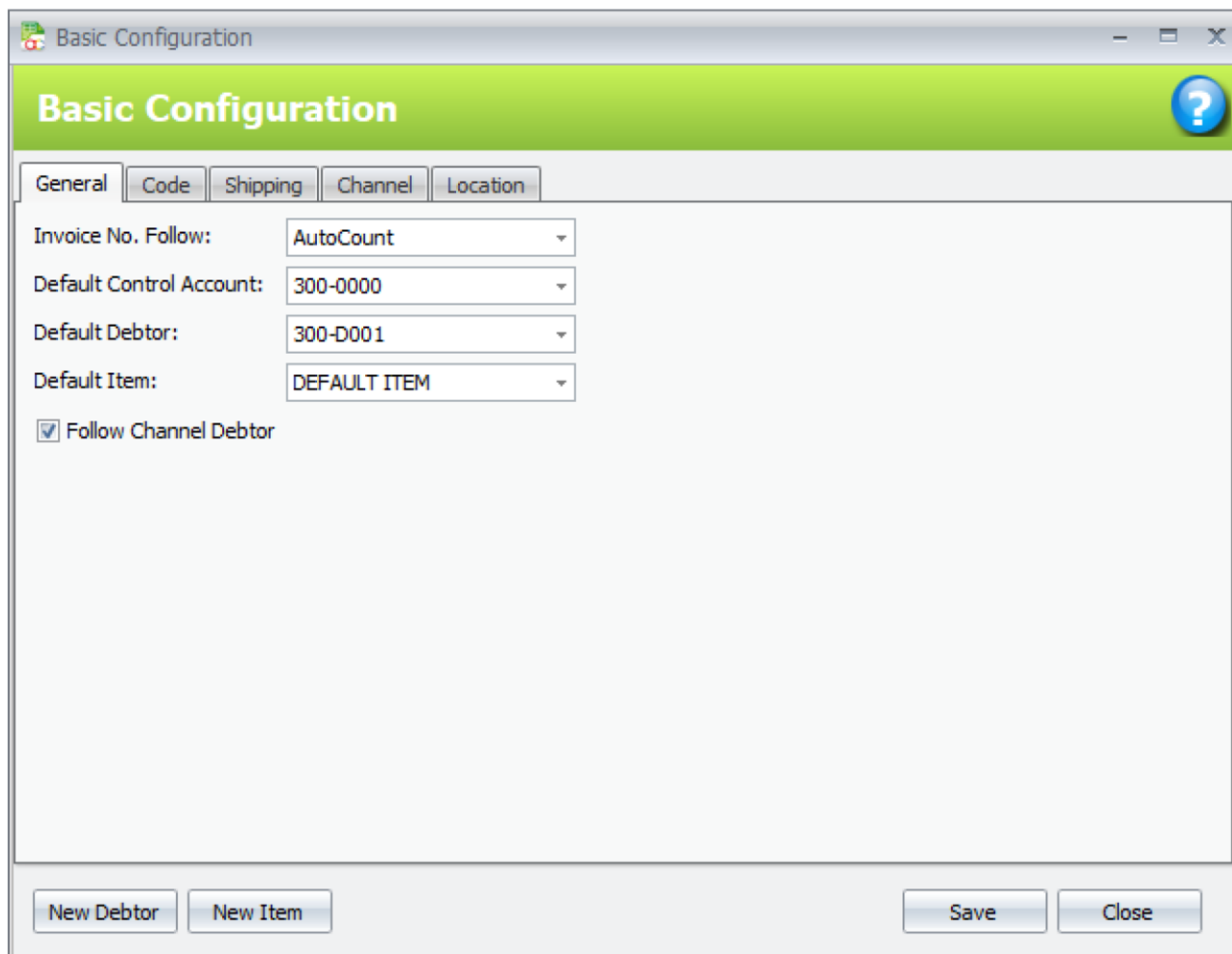
**User will need to get the website URL and API from SiteGiant representative.*

4.3 Basic Configuration

The next thing that the user will need to setup is Basic Configuration. User can access this from top **Menu** → **Unicart 2.0** → **Basic Configuration**.

4.3.1 General

This section allows user to pre-set some general settings



Invoice No. Follow: Selection between AutoCount or Unicart. This setting option is to set whenever an order is synced from SiteGiant to AutoCount, which document number the user wish to follow.

- If select AutoCount: Synced order will use the running number specified in AutoCount. It will also update this number to SiteGiant and overwrite the existing order number at SiteGiant.
- If select Unicart: Synced order will use the running number as at SiteGiant.

Default Control Account: To pre-set a Debtor Control Account. Any customer synced from SiteGiant into AutoCount Accounting will use this as the Control Account when generating Debtor.

Default Debtor: To pre-set a debtor. System will use this debtor for incoming orders if the customer exist in SiteGiant but not found in AutoCount Accounting. User should create a debtor for this purpose and set it here.

Default Item: To pre-set an item. System will use this item for incoming orders if the product exist in SiteGiant but not found in AutoCount Accounting. User should create an item for this purpose and set it here.

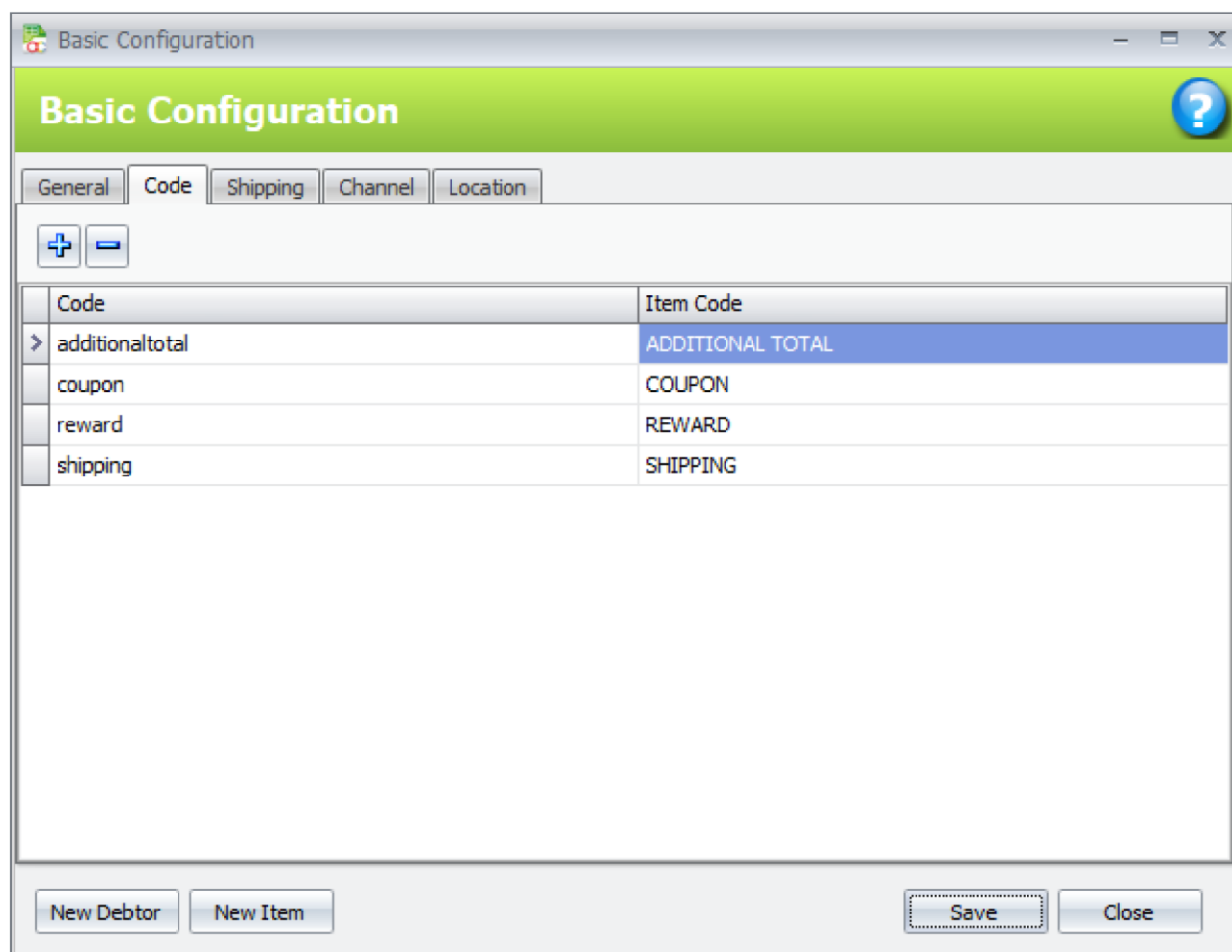
Follow Channel Debtor: Order synced from SiteGiant to use Channel's debtor code (as set) as the Invoice Debtor Code.

4.3.2 Code

This section allows user to map SiteGiant Codes against AutoCount Accounting item codes. For example, if an order has coupon promotion, when sync the order to AutoCount Accounting, this coupon promotion will use the mapped item code to take in this.

User can always use an item code to map against all the code here or alternatively create separate item codes for each code.

If there are any additional codes created in SiteGiant, user can always come to this Code page to add these additional codes and map them so that any usage of those codes can be sync accordingly into AutoCount Accounting.



Code	Item Code
> additionaltotal	ADDITIONAL TOTAL
coupon	COUPON
reward	REWARD
shipping	SHIPPING

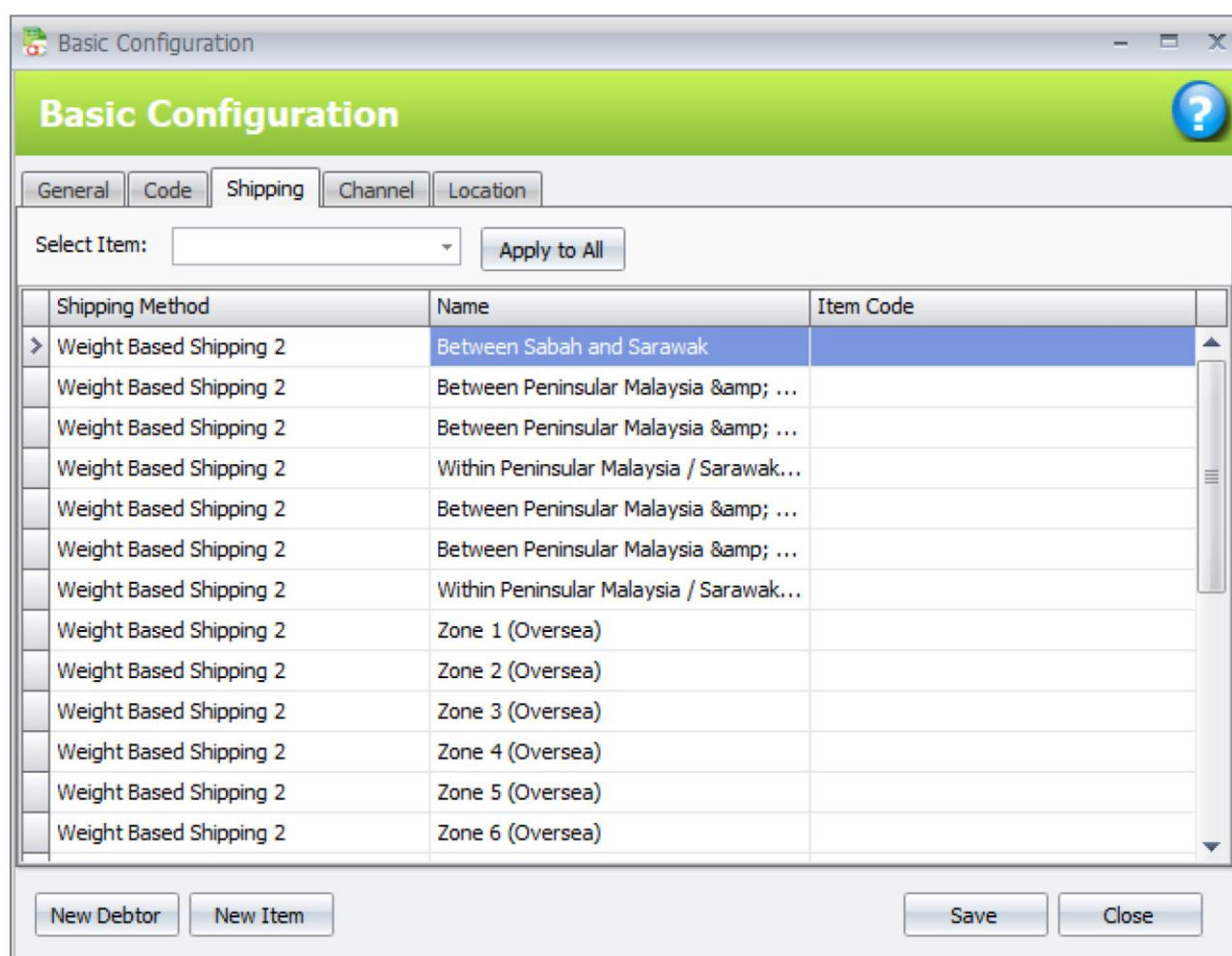
Code: Code from SiteGiant, such as promo codes, reward codes.

Item Code: To map AutoCount Accounting items.

4.3.3 Shipping

This section allows user to map SiteGiant shipping to AutoCount Accounting item codes. The list of shipping shown are all the different shipping set ups in SiteGiant. For example, if an order has shipping fees (Flat Rate for example), during order sync, the amount of the shipping fee will be charged into the mapped item code.

User can always use an item code to map against all the shipping here or alternatively create separate item codes for each shipping. User can use the **“Apply to All”** button to set every shipping into the same selected item at the top.



Basic Configuration

General Code **Shipping** Channel Location

Select Item:

Shipping Method	Name	Item Code
> Weight Based Shipping 2	Between Sabah and Sarawak	
Weight Based Shipping 2	Between Peninsular Malaysia & ...	
Weight Based Shipping 2	Between Peninsular Malaysia & ...	
Weight Based Shipping 2	Within Peninsular Malaysia / Sarawak...	
Weight Based Shipping 2	Between Peninsular Malaysia & ...	
Weight Based Shipping 2	Between Peninsular Malaysia & ...	
Weight Based Shipping 2	Within Peninsular Malaysia / Sarawak...	
Weight Based Shipping 2	Zone 1 (Oversea)	
Weight Based Shipping 2	Zone 2 (Oversea)	
Weight Based Shipping 2	Zone 3 (Oversea)	
Weight Based Shipping 2	Zone 4 (Oversea)	
Weight Based Shipping 2	Zone 5 (Oversea)	
Weight Based Shipping 2	Zone 6 (Oversea)	

Shipping Method: Shipping Method in SiteGiant

Name: Name of different shipping setups in SiteGiant. This usually links to Shipping Method in SiteGiant.

Item Code: Choose item from AutoCount Accounting. Any order with shipping will use this item code during order sync.

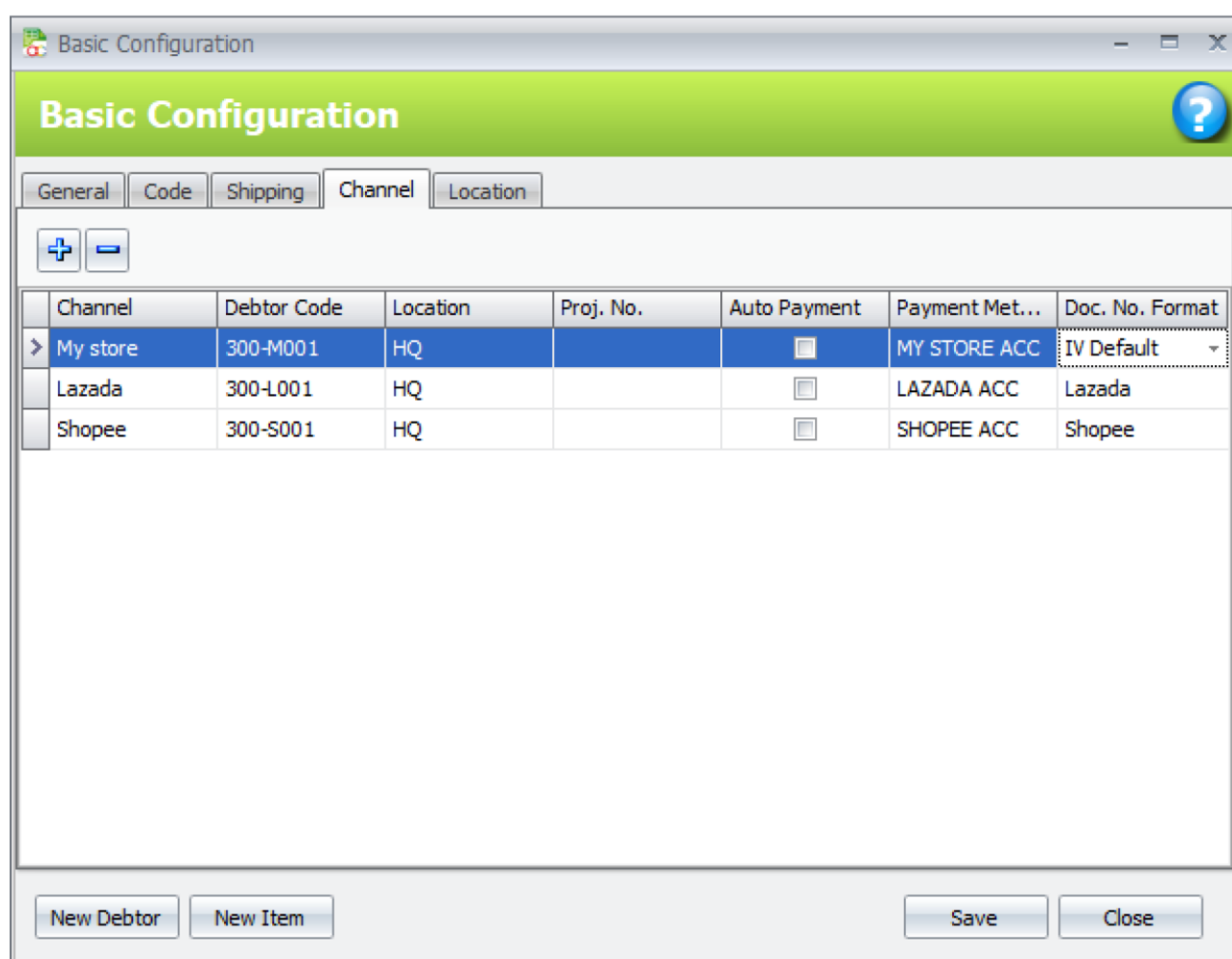
*To know more about shipping method in SiteGiant, user can refer here:

<https://support.unicart.com/category/shipping/>

4.3.4 Channel

This section allows user to setup sales channel for order sync purpose. Ideally each active sales channel should have a record at this page so that order can be sync correctly. Example, if user has 2 sales channels (Lazada and Shopee), then there should be 2 records at this section, 1 for Lazada and another for Shopee.

*For SiteGiant own marketplace order, user will have to setup as "My Store".



Channel	Debtor Code	Location	Proj. No.	Auto Payment	Payment Met...	Doc. No. Format
> My store	300-M001	HQ		<input type="checkbox"/>	MY STORE ACC	IV Default
Lazada	300-L001	HQ		<input type="checkbox"/>	LAZADA ACC	Lazada
Shopee	300-S001	HQ		<input type="checkbox"/>	SHOPEE ACC	Shopee

Channel: Choose sales channel. The selection over here depends on the available sales channel at SiteGiant. User can find this at Settings → Sales Channel in SiteGiant.

Debtor Code: Select the debtor code to be used when syncing order from SiteGiant to AutoCount Accounting. Usually apply different debtor code for different sales channel.

Location: Select the location code to be used when syncing order from SiteGiant to AutoCount Accounting. This also means that the orders from SiteGiant to deduct which location's stock.

Proj No: Select the project code to be used when syncing order from SiteGiant to AutoCount Accounting. Usually apply different project code for different sales channel.

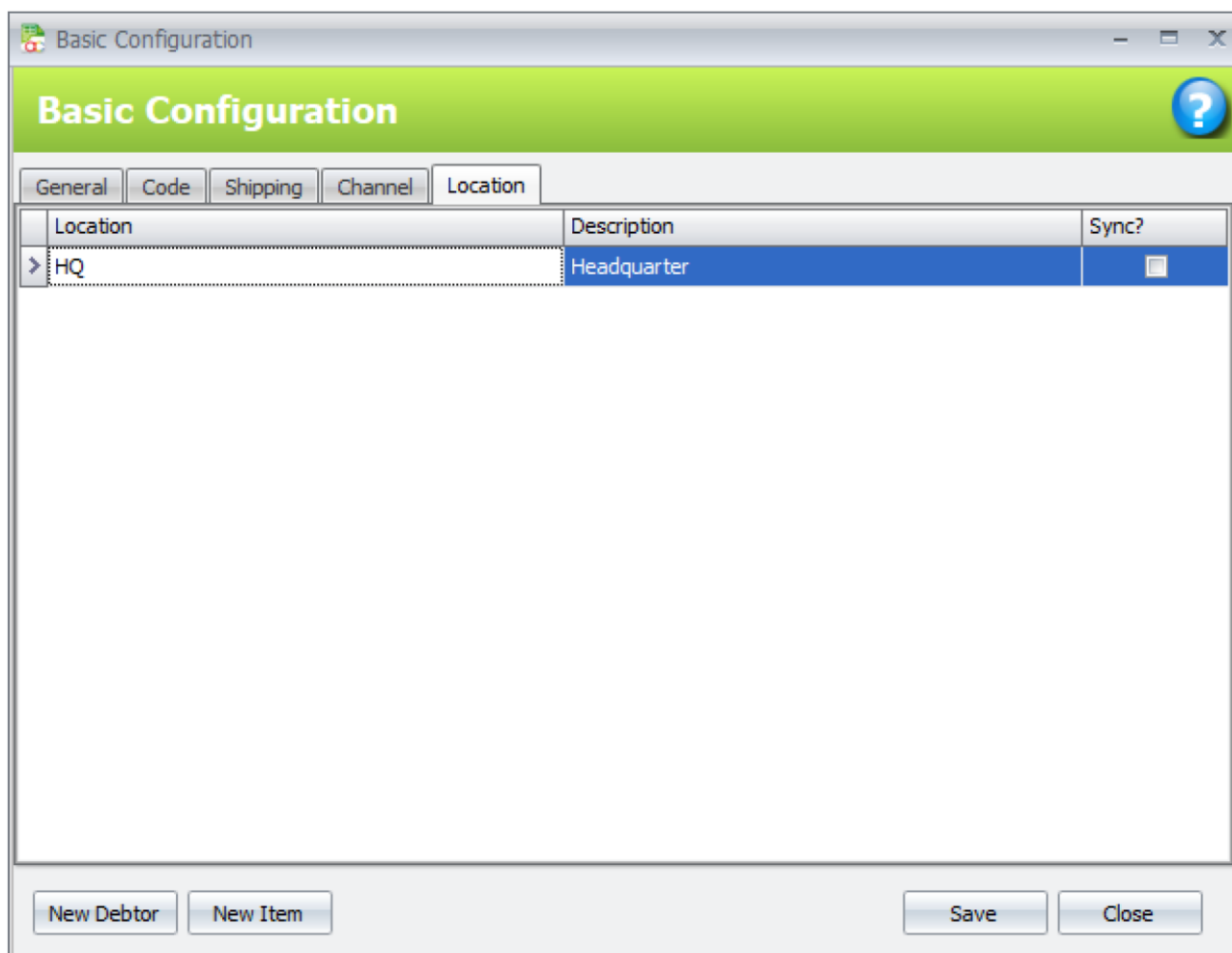
Auto Payment: Option to auto create AR Payment knocking off the order synced into AutoCount Accounting.

Payment Method: Select the payment method to be used when syncing order from SiteGiant to AutoCount Accounting. This will be used as the AR Payment's Payment Method when Auto Payment is enabled.

Doc. No. Format: To select the Invoice numbering format to be used when order is synced from SiteGiant into AutoCount Accounting. This can be differentiated through different Sales Channel. (This column will only appear if had set the setting to follow AutoCount Invoice No. at General Tab)

4.3.5 Location

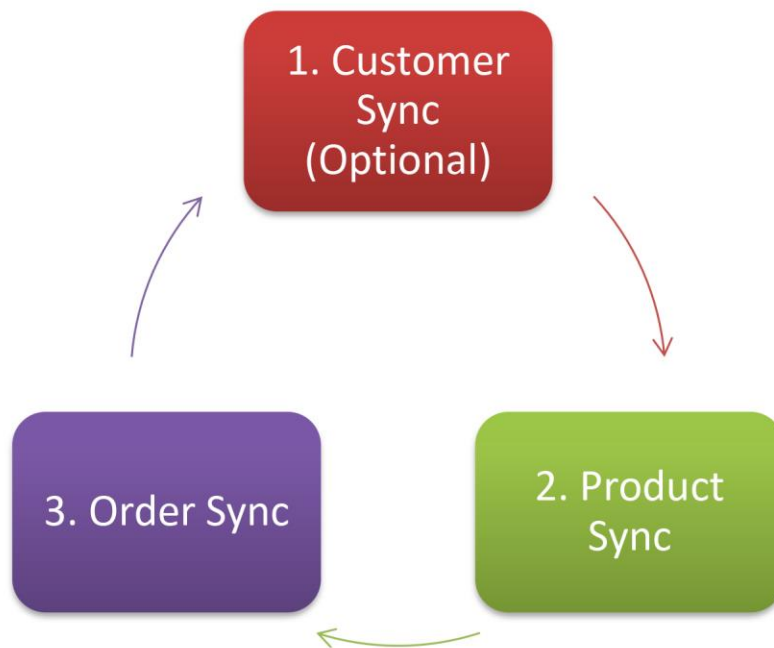
This section allows user to tick on which location do they want to calculate the balance quantity of item and update into SiteGiant.



Location	Description	Sync?
> HQ	Headquarter	<input checked="" type="checkbox"/>

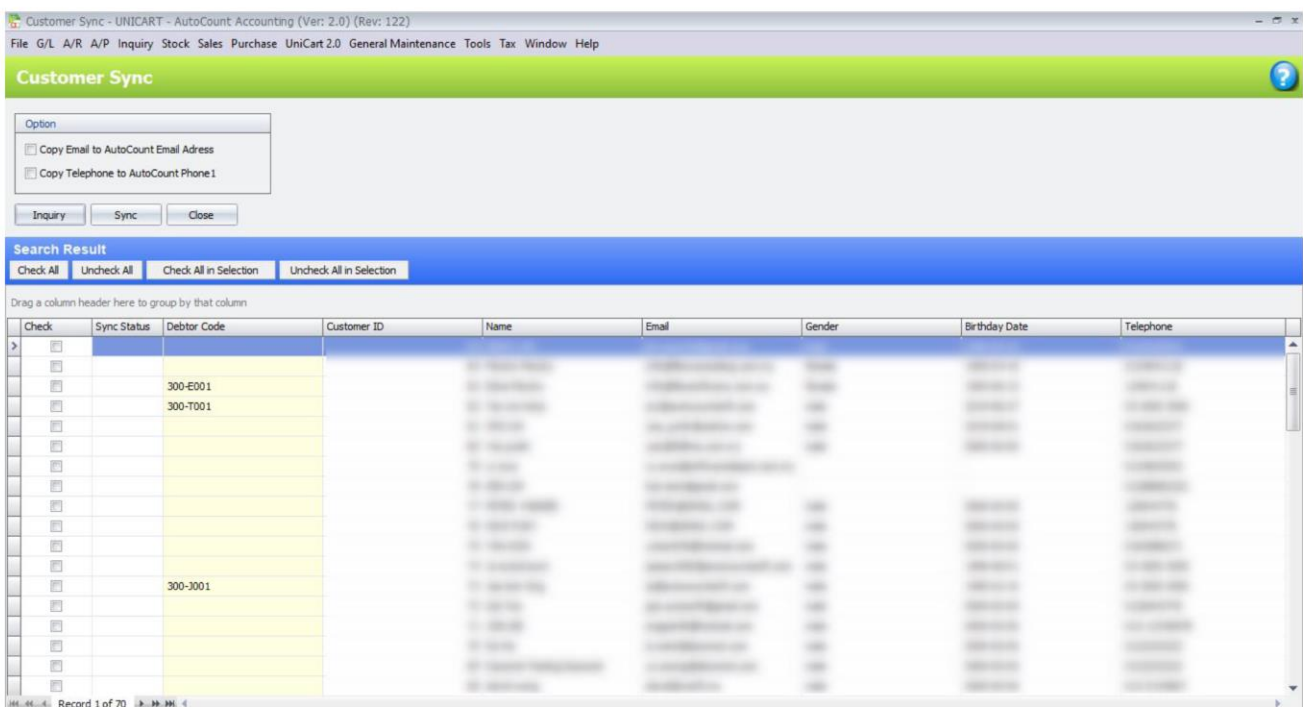
4.4 Sync Cycle

The sync cycle illustrates the routine flow that need to be done from time to time after setup. Sync cycle includes **Customer Sync**, **Product Sync** and **Order Sync**.



4.5 Customer Sync (Optional)

Customer Sync is a function to sync online customers from SiteGiant into AutoCount Accounting as Debtor. User can find this function from top **Menu** → **Unicart 2.0** → **Customer Sync**. This action is optional as only if user wish to see online customer information at AutoCount Accounting.





Option

Copy Email to AutoCount Email Address: To copy Email to AutoCount Debtor Email at Debtor Maintenance.

Copy Telephone to AutoCount Phone 1: To copy Telephone to AutoCount Debtor Phone 1 at Debtor Maintenance.

Functional Buttons

Inquiry: Click to get customer data from SiteGiant.

Sync: Click to sync customer.

Close: Close Customer Sync.

Important Columns

Sync Status: Result of sync, can be Success or Fail.

Debtor Code: Allows mapping of AutoCount Accounting Debtor to customer.

Name: Customer name.

Email: Customer email.

Double Click Function

There is a double click function where user able to double click on specific customer from the screen. This will then prompt out customer info from SiteGiant.

Customer

General

Name: Gender:
 Telephone: Birth Date:
 E-Mail: Status:
 Customer Group:

Address

	First Name	Last Name	Telephone	Company	City	Post Code
>	Jae Sen	Ong	03-3080 8888	Auto Count Sdn Bhd	Klang	41100
	Jae Sen	Ong	03-3000 3000	AutoCount Sdn Bhd	Bulan	99999

Record 1 of 2

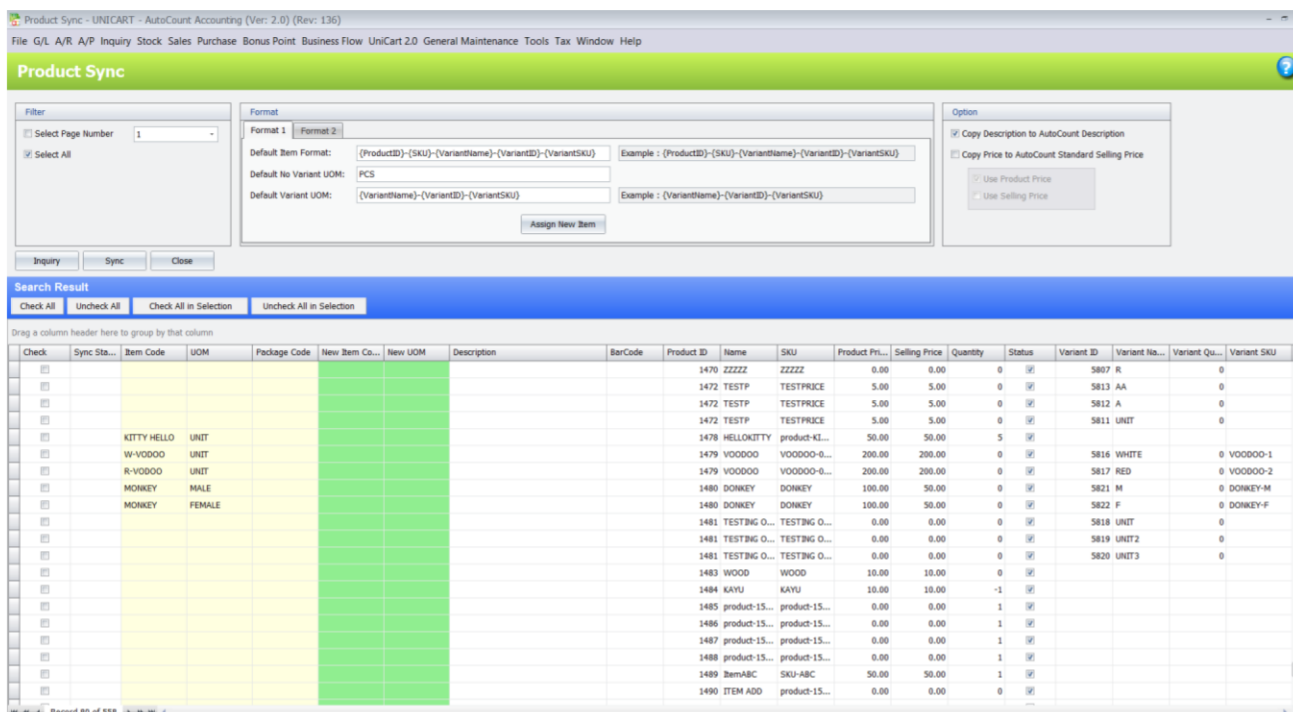
Close

General steps for Customer Sync:

1. Open **Customer Sync**.
2. Click **"Inquiry"** to get customer data from SiteGiant.
3. Tick on the customer that wish to sync into AutoCount Accounting.
4. If the customer already exists in AutoCount Accounting, user can choose the Debtor Account at the **"Debtor Code"** column to map this customer to the debtor.
5. Click **"Sync"**.
6. Go to **Debtor Maintenance (Menu → AR → Debtor Maintenance)**.
7. User should be able to see new or existing customers with **Customer ID**. Having these IDs means that the customer is mapped against SiteGiant customer.

4.6 Product Sync

Product sync is a function to sync online items from SiteGiant into AutoCount Accounting as Item. User can find this function from top **Menu → Unicart 2.0 → Product Sync**.



Filter

Select Page Number: Select page. This page number refers to the Product's page at SiteGiant. This is only needed when user has large amount of item and wish to only show page product.

Select All: Select all to show all Products from SiteGiant.

Format – Format 1

Default Item Format: To set New Item Code, allow parameter input to capture specific column from SiteGiant's product info.

Default No Variant UOM: To set New UOM, this is applicable to product that does not have variant.

Default Variant UOM: To set New UOM, allow parameter input to capture specific columns from SiteGiant's product info.

Assign New Item: Click to auto assign New Item Code and New UOM based on the format specified.

Format – Format 2

Item Description: To set Description of item, allow parameter input to capture specific column from SiteGiant's product info.

Barcode: To set Barcode of item, allow parameter input to capture specific column from SiteGiant's product info.

Assign Item Description: Click to auto assign Description based on the format specified.

Assign Barcode: Click to auto assign Barcode based on the format specified.

Option

Copy Description to AutoCount Description: To copy Description to AutoCount Accounting Item Description at Item Maintenance.

Copy Price to AutoCount Standard Selling Price: To copy SiteGiant Price to AutoCount Accounting Standard Selling Price (Price1) at Item Maintenance.

Use Product Price: Select this to copy Product Price set at SiteGiant Product. This option will only be available if “Copy Price to AutoCount Standard Selling Price” is ticked.

Use Selling Price: Select this to copy Promotional Selling Price set at SiteGiant settings. This option will only be available if “Copy Price to AutoCount Standard Selling Price” is ticked.

Functional Button

Inquiry: Click to get product data from SiteGiant.

Sync: Click to sync product.

Close: Close Product Sync.

Important Columns

Sync Status: Result of sync, can be Success or Fail.

Item Code: To show the Item Code that links to this product. If not, can be used to map against existing item in AutoCount Accounting.

UOM: To show the Item’s UOM that links to this product. If not, can be used to map against existing UOM in AutoCount Accounting.

Package Code: to show the Package Code that links to this product. If not, can be used to map against existing package code in AutoCount Accounting.

New Item Code: Item Code to be used. Applicable to product that is not synced into AutoCount Accounting.

New UOM: UOM to be used. Applicable to product that is not synced into AutoCount Accounting.

Product ID: ID of the product at SiteGiant.

Name: Name of the product at SiteGiant.

SKU: SKU of the product at SiteGiant.

Price: Price of the product at SiteGiant.

Quantity: Quantity of the product at SiteGiant.

Variant ID: Variant ID of the product at SiteGiant (only applicable if variant is enabled).

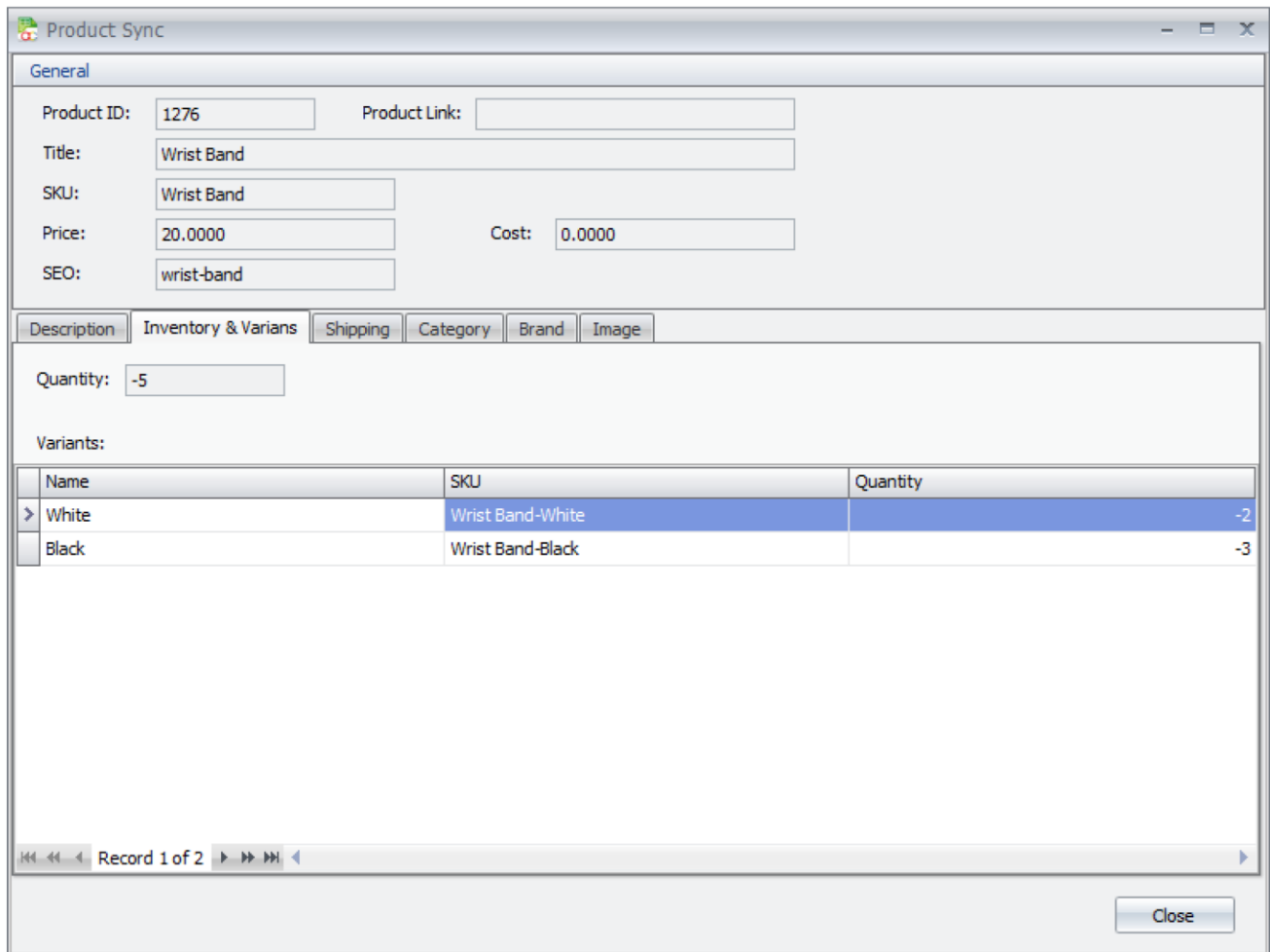
Variant Name: Variant Name of the product at SiteGiant (only applicable if variant is enabled).

Variant Quantity: Variant Quantity of the product at SiteGiant (only applicable if variant is enabled).

Variant SKU: Variant SKU of the product at SiteGiant (only applicable if variant is enabled).

Double Click Function

There is a double click function where user able to double click on specific customer from the screen. This will then prompt out customer info from SiteGiant.



The screenshot shows the 'Product Sync' window with the following details:

- General Tab:**
 - Product ID: 1276
 - Product Link: (empty)
 - Title: Wrist Band
 - SKU: Wrist Band
 - Price: 20.0000
 - Cost: 0.0000
 - SEO: wrist-band
- Inventory & Varians Tab:**
 - Quantity: -5
 - Table of Variants:

Name	SKU	Quantity
White	Wrist Band-White	-2
Black	Wrist Band-Black	-3

General steps for Product Sync:

1. Open **Product Sync**.
2. Click **"Inquiry"** to get product data from SiteGiant.
3. Tick on the product that wish to sync into AutoCount Accounting.
4. Key in value in Format section. (Refer Product Sync's Format Setting)
5. Click on the **"Assign New Item"** button on top to auto assign item code and UOM based on format. If not fill in own New Item Code or UOM.

6. If the product already exists in AutoCount Accounting, user can choose the Item at the “Item Code” and “UOM” column to map this product to the item and UOM.
7. Click “Sync” to sync or map the Codes and IDs together.

4.6.1 Product Sync’s Format Setting

This section will provide some general guidelines on how to set the Format at Product Sync. There are a few different ways user can use this function resulting in different ways of to manage items in AutoCount Accounting.

Syncing product without variant

This scenario is a simplest scenario. Usually the product’s SKU will be used to create as item code in AutoCount Accounting. Due to there is no variant for these products, the system will capture the value set at Default No Variant UOM as these item’s UOM, which is “PCS”.

Format

Default Item Format: Example : {ProductID}-{SKU}-{VariantName}-{VariantID}-{VariantSKU}

Default No Variant UOM:

Default Variant UOM: Example : {VariantName}-{VariantID}-{VariantSKU}

Result after clicking “Assign New Item”.

Check	Sync Status	Item Code	UOM	New Item Code	New UOM	Product ID	Name	SKU	Price	Quantity	Status	Variant ID	Variant Name	Variant Quan...	Variant SKU
<input checked="" type="checkbox"/>				Plate	PCS	1269	Plate	Plate	12.00	0	<input checked="" type="checkbox"/>				
<input checked="" type="checkbox"/>				Bowl	PCS	1270	Bowl	Bowl	10.00	1	<input checked="" type="checkbox"/>				

Syncing product with variant

This scenario has 2 different situations.

Scenario 1 – Sync product with variant as **multiple items with single UOM**.

Scenario 2 – Sync product with variant as **single items but multiple UOM**.

Scenario 1

User can set the default Item Format with the Product’s SKU and Variant Name / Variant SKU. At the same time, set a default UOM for these variant enabled products at Default Variant UOM, for example “PCS”. This will result in different item codes for the same product but different variant.

Format

Default Item Format: Example : {ProductID}-{SKU}-{VariantName}-{VariantID}-{VariantSKU}

Default No Variant UOM:

Default Variant UOM: Example : {VariantName}-{VariantID}-{VariantSKU}

Result after clicking “Assign New Item”.

Check	Sync Status	Item Code	UOM	New Item Code	New UOM	Product ID	Name	SKU	Price	Quantity	Status	Variant ID	Variant Name	Variant Quan...	Variant SKU
<input checked="" type="checkbox"/>				Boots-White	PCS	1275	Boots	Boots	150.00	-4	<input checked="" type="checkbox"/>	5640	White	-2	Boots-White
<input checked="" type="checkbox"/>				Boots-Black	PCS	1275	Boots	Boots	150.00	-4	<input checked="" type="checkbox"/>	5641	Black	-2	Boots-Black

Referring to example, this product has 2 colours – White and Black. By using the Variant Name / Variant SKU to be part of the item code will result in 2 different item codes, resulting system to create 2 different items. User can then manage White Boots as 1 item and Black Boots as another item.

Scenario 2

User can set the default Item Format with Product’s SKU and set Variant Name / Variant SKU for UOM. This will result in multiple UOM generated into 1 item code.

Format

Default Item Format: Example : {ProductID}-{SKU}-{VariantName}-{VariantID}-{VariantSKU}

Default No Variant UOM:

Default Variant UOM: Example : {VariantName}-{VariantID}-{VariantSKU}

Result after clicking “Assign New Item”.

Check	Sync Status	Item Code	UOM	New Item Code	New UOM	Product ID	Name	SKU	Price	Quantity	Status	Variant ID	Variant Name	Variant Quan...	Variant SKU
<input checked="" type="checkbox"/>				Boots	White	1275	Boots	Boots	150.00	-4	<input checked="" type="checkbox"/>	5640	White	-2	Boots-White
<input checked="" type="checkbox"/>				Boots	Black	1275	Boots	Boots	150.00	-4	<input checked="" type="checkbox"/>	5641	Black	-2	Boots-Black

Referring to example, this product has 2 colours, White and Black. By using product SKU only as item code and Variant Name as UOM will result in system to create only 1 item but 2 different UOM. User can then manage this 1 item with different colour (UOM) as 1 item.

Syncing multiple product or variant into one Item Code or UOM

User can also sync **multiple products or multiple products with variants into a single item**. This function is supported because online sellers tend to have multiple product codes that represents the same item.

To do so, user just need to **assign** or **map** the **product into the same Item Code**.

Check	Sync Sta...	Item Code	UOM	Package Code	New Item Co...	New UOM	Description	BarCode	Product ID	Name	SKU	Product Price	Selling Price	Quantity	Status	Variant ID	Variant Name	Variant Quan...	Variant SKU
>					FS SEJARAH	PCS			1527	BUKU SEJAR...	BUKU SEJAR...	0.00	0.00	1					
					FS SEJARAH	PCS			1526	HISTORY BO...	HISTORY BO...	0.00	0.00	1					

*User will have to be aware when using Variant Name / Variant SKU as UOM, if the length is too long, user will have to extend the UOM maximum length at AutoCount Management Studio.

4.6.2 Item Package Sync

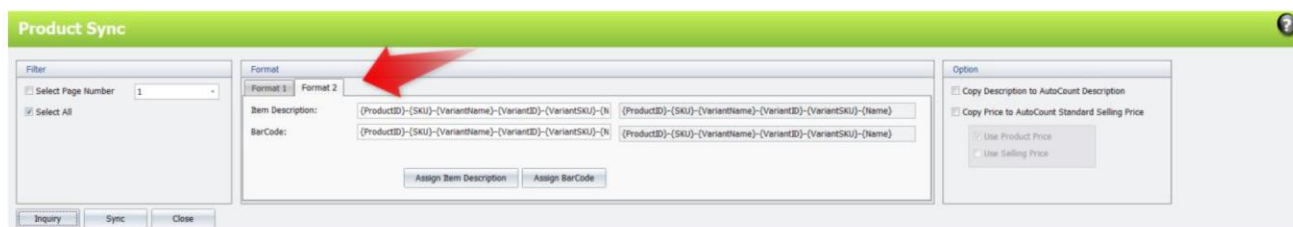
Due to SiteGiant does not support item package concept, usually online users will tend to create these packages as one product. However, when comes to the proper inventory control, they will need to deduct the correct item accordingly. This function is to cater for such scenario where user **can map SiteGiant product (package) against AutoCount Accounting's Item Package**. After mapping, any orders that contains that product will use this mapped item package in Invoice and items quantity can be deducted accordingly.

General steps for Item Package Sync:

1. Create **Product** and **Item Package** at both SiteGiant and AutoCount Accounting.
2. Make sure the price is the **same** for both sides.
3. Go to **Product Sync**, Inquiry and check on these products.
4. Map to the current Item Package Code at **"Item Package"**.
5. Click **"Sync"** to complete the mapping.
6. User should be able to see **Product ID** and **Variant ID** at Item Package. Having these IDs means that the Item Package is mapped against SiteGiant product.

4.6.3 Item Description and Barcode Sync

User had the option to **sync SiteGiant products info as AutoCount Description**. Working together with this option, user had the flexibility to pre-set what kind of product info will be used as the Item Description in AutoCount. This function is available at **Product Sync's Format section – Format 2**.



Working **similarly to Product Sync for the Item Code and UOM**, user can key in the **required parameter into the Item Description field** and click on the **"Assign Item Description"** to assign the Description field to selected records.

Example:

Format

Format 1 Format 2

Item Description:

BarCode:

Drag a column header here to group by that column

Check	Sync Sta...	Item Code	UOM	New Item Code	New UOM	Description	BarCode	Product ID	Name	SKU	Product Price	Selling Price	Quantity	Status	Variant ID	Variant Name	Variant Quan...	Variant SKU
<input checked="" type="checkbox"/>				SLIPPER - Yellow	PCS	Yellow / SLIPPER		1300	JS SLIPPER	SLIPPER	10.00	10.00	18	<input checked="" type="checkbox"/>	5802	Yellow	18	SLIPPER-yellow
<input checked="" type="checkbox"/>				SLIPPER - Black	PCS	Black / SLIPPER		1300	JS SLIPPER	SLIPPER	10.00	10.00	18	<input checked="" type="checkbox"/>	5801	Black	0	SLIPPER-black
<input checked="" type="checkbox"/>				SLIPPER - White	PCS	White / SLIPPER		1300	JS SLIPPER	SLIPPER	10.00	10.00	18	<input checked="" type="checkbox"/>	5803	White	0	SLIPPER-White
<input checked="" type="checkbox"/>				SLIPPER - Red	PCS	Red / SLIPPER		1300	JS SLIPPER	SLIPPER	10.00	10.00	18	<input checked="" type="checkbox"/>	5804	Red	0	SLIPPER-Red
<input checked="" type="checkbox"/>				SLIPPER - Blue	PCS	Blue / SLIPPER		1300	JS SLIPPER	SLIPPER	10.00	10.00	18	<input checked="" type="checkbox"/>	5805	Blue	0	SLIPPER-Blue
<input checked="" type="checkbox"/>								1301	NESCAFE GR...	00002	1.50	1.50	0	<input checked="" type="checkbox"/>	5670	GRN	0	
<input checked="" type="checkbox"/>								1301	NESCAFE OR...	00002	1.50	1.50	0	<input checked="" type="checkbox"/>	5671	CTN	0	
<input checked="" type="checkbox"/>								1302	sport rim	00016	99.00	99.00	90	<input checked="" type="checkbox"/>				
<input checked="" type="checkbox"/>								1303	FACIAL SERV...	00017	99.00	99.00	10	<input checked="" type="checkbox"/>				

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After assigning the Item Description, make sure that the option “Copy Description to AutoCount Description” is ticked so that system will only copy this Description when performing sync. If you had already assigned but did not tick this option, the system will ignore this Description and will not sync this into the Item.

*Additionally, this feature is also available for **Barcode field**.

Stock Item Maintenance - UNICART - AutoCount Accounting (Ver: 2.0) (Rev: 136)

File G/L A/R A/P Inquiry Stock Sales Purchase Bonus Point Business Flow UniCart 2.0 General Maintenance Tools Tax Window Help Report

Stock Item

Hint: In the Stock Item window, you can create, modify, or delete stock item.

Show this grid at startup

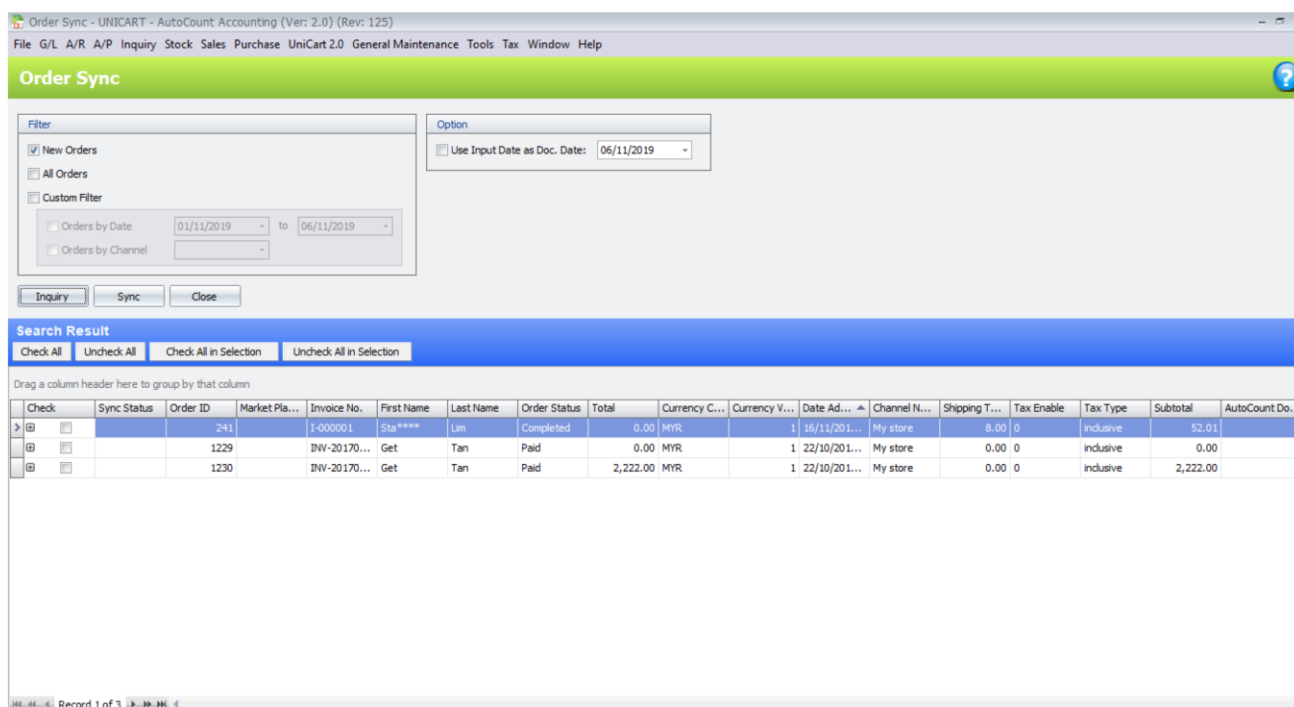
Drag a column header here to group by that column

Item Code	Base U...	UO...	Description	Item Group	Item Type	Stoc...	Is Ac...	Total Bal...	Item Class	Item Categ...	Main Supplier	Is Finish Go...	Is Raw Mat...	Is POS Item	Is Purchase...	Is Sales Item	Item Brand	Online Price	Product ID	Variant ID
DEFAULT ITEM	PCS	1	DEFAULT ITEM			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
KITTY HELLO	UNIT	1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		50.00		
LOTUS	123456...	1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		5.00		
MONKEY	MALE	2				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		50.00		
MyKAD	PCS	2	test			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		0.00		
R-VODOO	UNIT	1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		200.00		
SLIPPER - Black	PCS	1	Black / SLIPPER			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10.00		
SLIPPER - Blue	PCS	1	Blue / SLIPPER			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10.00		
SLIPPER - Red	PCS	1	Red / SLIPPER			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10.00		
SLIPPER - White	PCS	1	White / SLIPPER			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10.00		
SLIPPER - Yell...	PCS	1	Yellow / SLIPPER			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10.00		
TEST1	PCS	2	TEST1			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
TESTING2	UNIT	1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		0.99		
W-VODOO	UNIT	1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		200.00		

4.7 Order Sync

Order Sync is a function to sync online orders from SiteGiant into AutoCount Accounting as Invoice. User can find this function from top **Menu → Unicart 2.0 → Order Sync**.

*System only capture **Paid, Process** or **Completed** Orders from SiteGiant.



Filter

New Orders: To filter only orders that had not been sync.

All Orders: To get all orders.

Custom Filter: To selectively filter by different criteria

Orders by Date: To filter orders by date

Orders by Channel: To filter orders by channel

Option

Use Input Date as Doc. Date: To use the specified date to generate Invoice

Functional Button

Inquiry: Click to get order data from SiteGiant.

Sync: Click to sync orders.

Close: Close Order Sync.

General steps for Order Sync:

1. Open **Order Sync**.
2. Click **"Inquiry"** to get order data from SiteGiant.

3. Tick on the orders that wish to sync into AutoCount Accounting.
4. Click **“Sync”**.
5. Go to **Invoice (Menu → Sales → Invoice)**.
6. User should be able to see new Invoices with **Order ID**. Having Order ID means that this Invoice is synced from SiteGiant.

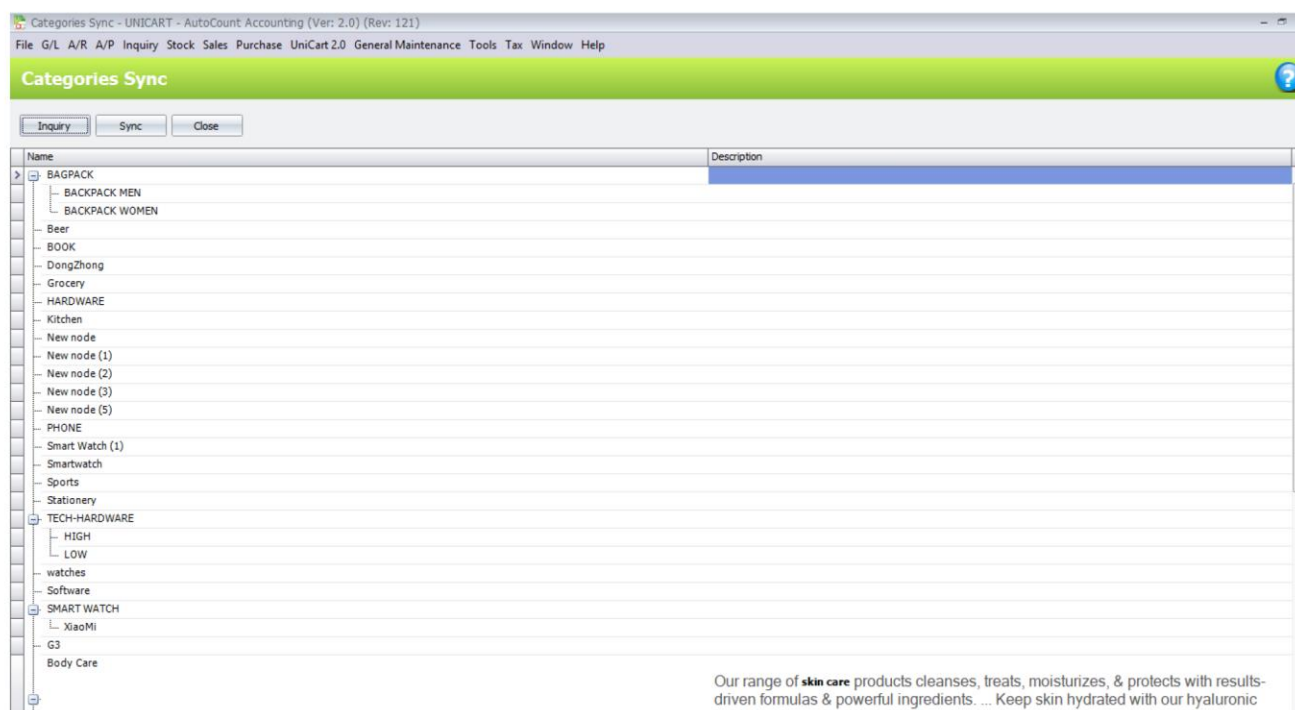
**User will not be able to tick or check on those orders that had synced into AutoCount Accounting. If user wish to update or resync it, please delete the existing Invoice of this order.*

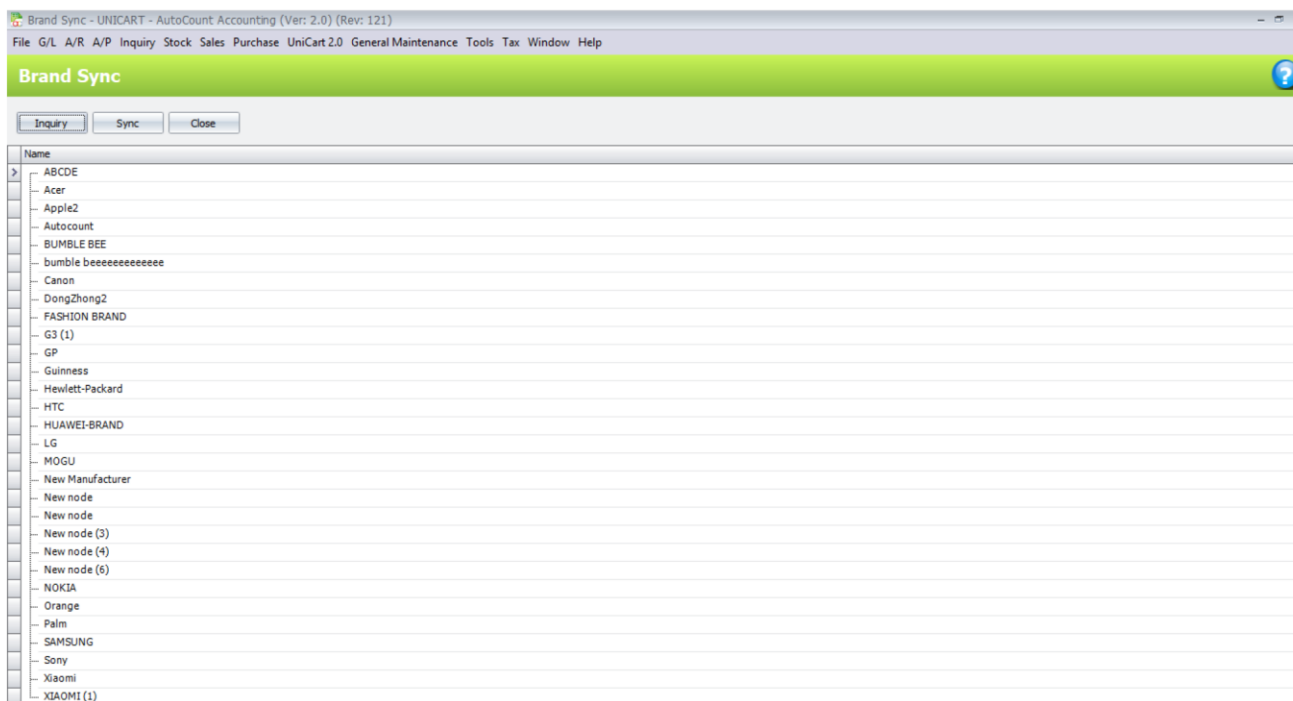
**If anyhow sync fails, user may need to expand on the failed order and see under the Order Total tab, if there is any Code (Case Sensitive) which is not maintain in Basic Configuration → Code. These codes can be added freely by user if they perform transactions from SiteGiant backend, thus need to create a mapping between.*

4.8 Others Sync

Others Sync consists of **Categories Sync** and **Brand Sync**. Currently both of this sync function works similarly. The purpose is just to capture Categories and Brand info from SiteGiant. User can find both function at **Menu → Unicart 2.0 → Others Sync → Categories / Brand Sync**.

**Currently categories or brand data will only enter AutoCount Accounting as reference only. It cannot be used in Item Group, Item Type, Item Brand, Item Category or Item Class. This is due to the differences of structural design where SiteGiant allows these data to form parent-child relationship while AutoCount does not.*





Functional Button

Inquiry: Click to get categories or brand data from SiteGiant.

Sync: Click to sync categories or brand into AutoCount Accounting.

Close: Close Categories / Brand Sync.

4.9 Update Quantity

The purpose of Update Quantity function is to **update the quantity of items** from AutoCount Accounting to SiteGiant. User can find this function at **Menu → Unicart 2.0 → Update Quantity**. The balance quantity will be based on which location user had ticked under **Basic Configuration → Location**. If multiple locations have been ticked, then it will **sum up the balance quantity** of those locations.

Update Quantity - UNICART - AutoCount Accounting (Ver: 2.0) (Rev: 129)

File G/L A/R A/P Inquiry Stock Sales Purchase UniCart 2.0 General Maintenance Tools Tax Window Help

Update Quantity

Filter Options

Filter 1: Filter 2:

Item Code: No filter

Item Group: No filter

Item Type: No filter

Other Option

Maximum Update Quantity:

Search Result

Drag a column header here to group by that column

Check	Update Quantity	Maximum Update ...	Balance Qty	Item Code	Description	UDM	Product ID	Name	SKU	Variant ID	Variant Name	Variant SKU
<input type="checkbox"/>	10	10	10	PUMA-SHIRT	PUMA SHIRT	PCS	1323	PUMA SHIRT	PUMA-SHIRT			
<input type="checkbox"/>	9	20	9	MOUSEPAD	MOUSEPAD	S	1324	MOUSEPAD	MOUSEPAD	5679	S	MOUSEPAD-S
<input type="checkbox"/>	-1	20	-1	MOUSEPAD	MOUSEPAD	L	1324	MOUSEPAD	MOUSEPAD	5680	L	MOUSEPAD-L
<input type="checkbox"/>	-2	20	-2	TOILET PAPER-BIG	TOILET PAPER	PCS	1325	TOILET PAPER	TOILET PAPER	5681	BIG	TOILET PAPER-BIG
<input type="checkbox"/>	-2	20	-2	TOILET PAPER-S...	TOILET PAPER	PCS	1325	TOILET PAPER	TOILET PAPER	5682	SMALL	TOILET PAPER-S...
<input type="checkbox"/>	50	50	150	SWEET POTATO	POTATO	PCS	1321	POTATO	POTATO			
<input type="checkbox"/>	0	-1	0	PARANG	PARANG	PCS	1292	PARANG	PARANG	5655	PCS	
<input type="checkbox"/>	0	-1	0	PARANG	PARANG	AAA	1292	PARANG	PARANG	5656	AAA	
<input type="checkbox"/>	0	-1	0	PARANG2	PARANG 2	A	1294	PARANG 2	PARANG 2	5657	A	AA
<input type="checkbox"/>	0	-1	0	PARANG2	PARANG 2	B	1294	PARANG 2	PARANG 2	5658	B	BB
<input type="checkbox"/>	0	-1	0	PARANG2	PARANG 2	C	1294	PARANG 2	PARANG 2	5659	C	CC
<input type="checkbox"/>	0	-1	-1	BALLPEN	BALLPEN	PCS	1329	BALLPEN123	BALLPEN-X99			
<input type="checkbox"/>	0	-1	0	Speaker	Speakerss	PCS	1277	Speakerss	Speaker			
<input type="checkbox"/>	0	-1	0	P10	P10	PCS	1330	P10	P10			
<input type="checkbox"/>	0	-1	0	XIAOMI-NOTES		PCS	1407	XIAOMI-NOTES	XIAOMI-NOTES			

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Filter Options

Filter 1: Item Code, Item Type, Item Group.

Filter 2: Item Brand, Item Category and Item Class.

Option

Maximum Update Quantity: Set maximum update quantity for items.

Apply: Apply maximum quantity to all items.

Functional Button

Inquiry: Click to get item quantity balance. Only items that are synced from SiteGiant will appear.

Update: Click to update item quantity to SiteGiant.

Save Minimum Update Quantity: Save current Maximum Quantity figures for future use. It will load the maximum quantity for each item automatically when open Update Quantity.

Close: Close Update Quantity.

Important Columns

Update Quantity: Quantity to be updated to SiteGiant.

Maximum Quantity: Maximum Quantity that can be updated to SiteGiant.

Balance Quantity: Balance Quantity of item at AutoCount Accounting.

General steps for Update Quantity:

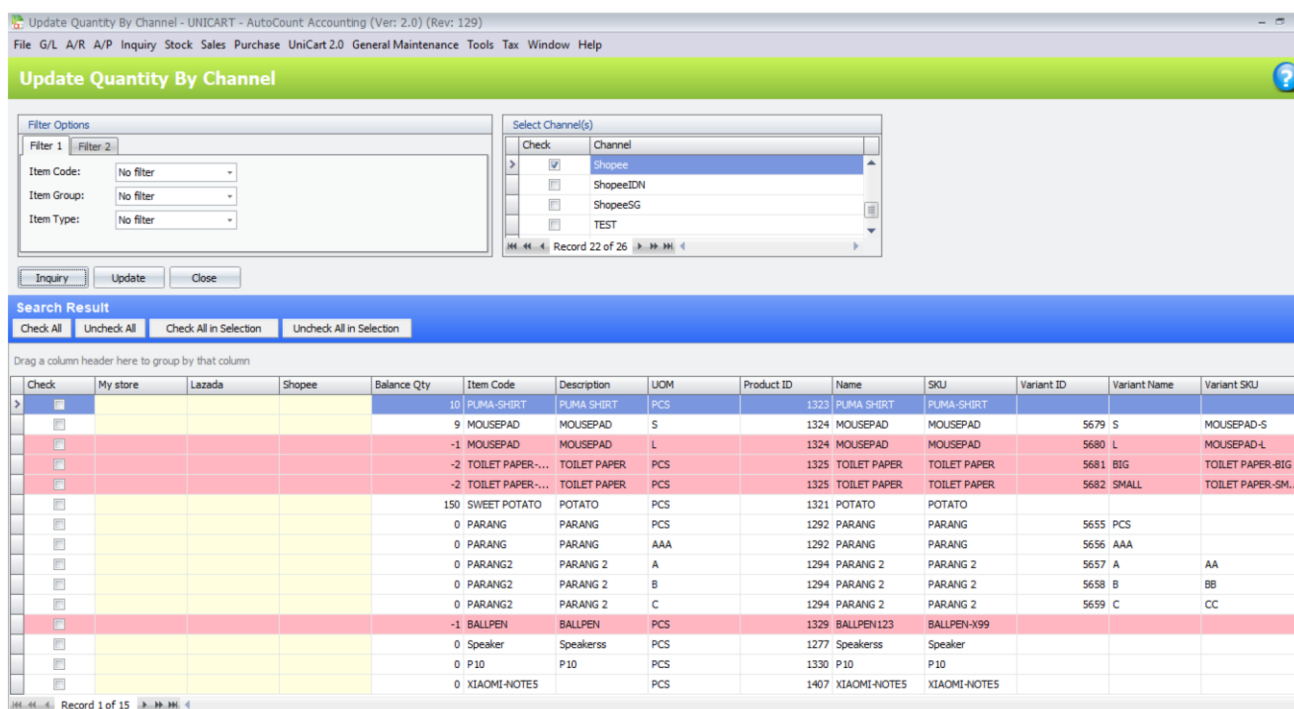
1. Open **Update Quantity**.
2. Click **“Inquiry”** to load item and quantity data.
3. Tick on the items that wish to update quantity to SiteGiant.
4. Click **“Update”** to update quantity.
5. User can login into SiteGiant account, the quantity of the selected item will be updated.

**Update Quantity column will be automatically capture based on the Balance Qty. However, if the Balance Qty is higher than the Maximum Qty, then the Update Quantity will capture the Maximum Qty.*

**If user does not wish to control by Maximum Qty, may put -1 as no control.*

4.10 Update Quantity by Channel

The purpose of Update Quantity by Channel function is to **update the quantity of items from AutoCount Accounting to SiteGiant** and **make use of SiteGiant’s Inventory Management Control feature to update into each marketplace with different quantity**. User can find this function at **Menu → Unicart 2.0 → Update Quantity by Channel**. The balance quantity will be based on which location user had ticked under **Basic Configuration → Location**. If multiple locations have been ticked, then it will **sum up the balance quantity** of those locations.



Select Channel(s)

User can select the sales channels (marketplace) that want to update the item quantity. Support multiple selections.

Filter Options

Filter 1: Item Code, Item Type, Item Group.

Filter 2: Item Brand, Item Category and Item Class.

Functional Button

Inquiry: Click to generate grid based on selected channels. Item quantity balance will also be calculated. Only items that are synced from SiteGiant will appear.

Update: Click to update item quantity to SiteGiant, by channel.

Close: Close Update Quantity by Channel.

General steps for Update Quantity by Channel:

1. Open **Update Quantity by Channel**.
2. **Select Sales Channel (Marketplaces)** that want to update quantity.
3. Click **"Inquiry"** to load sales channels, items and quantity data.
4. Tick and key on the items that wish to update quantity by channel.
5. Click **"Update"** to update quantity by item, by channel to SiteGiant.
6. User can login into each marketplace account, the quantity of the selected item will be updated accordingly.

**Items that are highlighted in pink are items with negative balance quantity.*

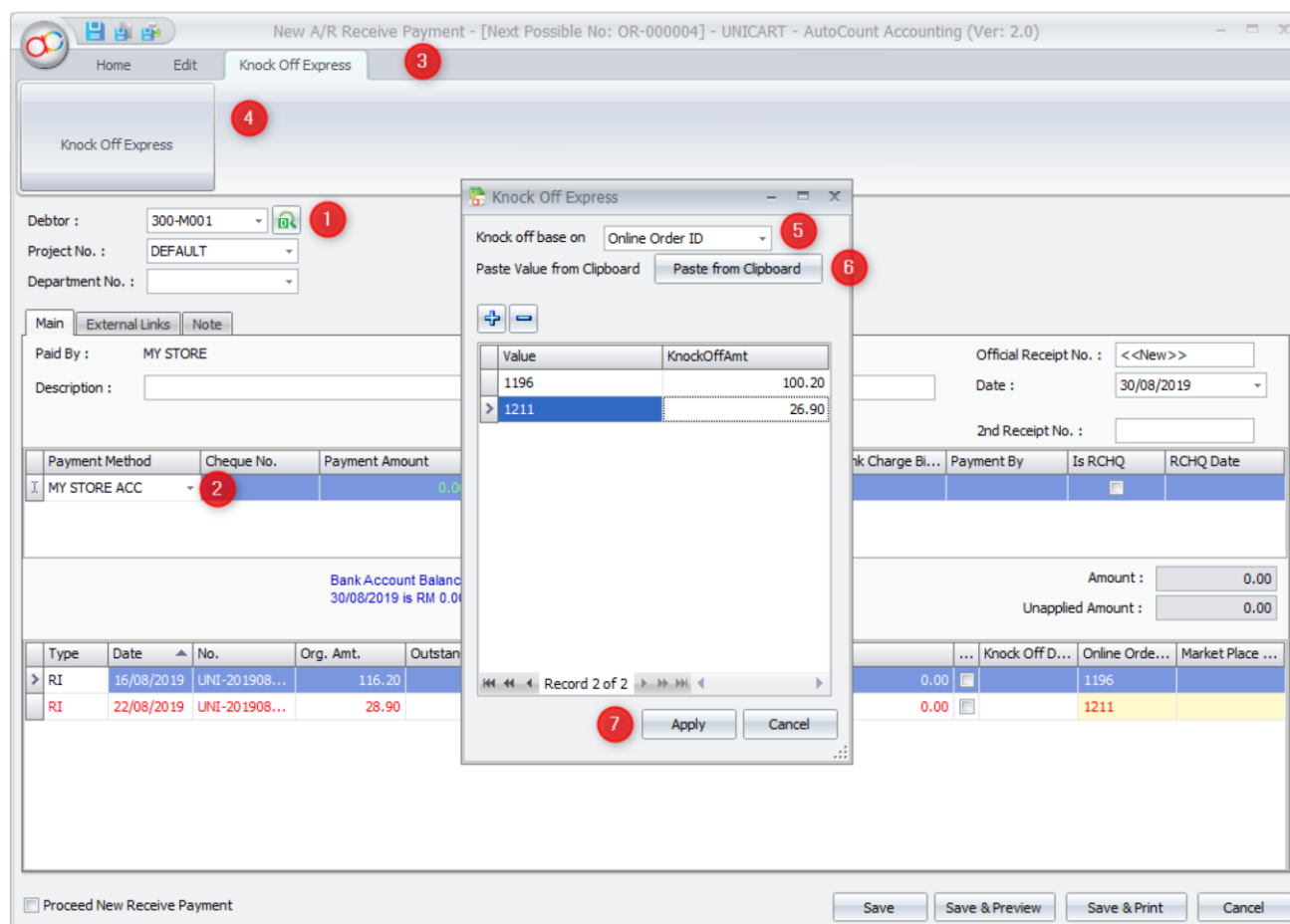
4.11 Knock Off Express

Knock off express is an additional function for users to knock off their orders from SiteGiant through excel. This function simplified the knock off process by allowing user to **copy** and **paste** the values from **Excel** into AutoCount Accounting to perform knock off.

To fully utilize this function, it is advice that user should check the setting **"Follow Channel Debtor"** at **Basic Configuration → General**. By having one debtor for each channel can simplified the knock off where user just need to knock off based on one debtor instead of multiple debtors.

This feature is available at both **AR Payment and AR Credit Note**.

4.11.1 Using Knock off Express



1. Create New **AR Payment (AR → AR Payment)** and select **Debtor**.
2. Select **Payment Method** and key in **Payment Amount**.
3. Click on **Knock Off Express** at the top of ribbon form.
4. Click on **Knock Off Express**.
5. Choose to knock off base on **Online Order ID** or **Market Place Order ID**.
6. Paste knock off data from Excel.
 - a. Using **Value** and **KnockOffAmt** as **Excel Header**
 - b. Highlight the data and **Copy** (Right click Copy or Control + C)

	A	B	C	D
1	Value	KnockOffAmt		
2	1196	100.2		
3	1211	26.9		
4				
5				
6				
7				
8				
9				
10				
11				

- c. Click **“Paste from Clipboard”** to paste the data.
- d. User will realize the Knock Off Express list will have data similar to the copied Excel data.
7. Click **“Apply”**.
8. The Invoices will be knock off based on the data that had been paste just now.

Type	Date	No.	Org. Amt.	Outstanding	Discount Due	With Disc.	Disc. Amt.	Pay	...	Knock Off D...	Online Orde...	Market Place ...
> RI	16/08/2019	UNI-201908...	116.20	16.00		<input type="checkbox"/>	0.00	100.20	<input checked="" type="checkbox"/>	30/08/2019	1196	
RI	22/08/2019	UNI-201908...	28.90	2.00		<input type="checkbox"/>	0.00	26.90	<input checked="" type="checkbox"/>	30/08/2019	1211	

9. Click **“Save”** to complete the AR Payment.

Special Note

Online market place like Lazada, Shopee etc often has the function to export the statements for those online orders. User can export these data and only keep the Market Place ID and the Amount Earned (name might be different across different marketplace) to import as knock off. Remaining outstanding amount are usually knock off through CN or Contra when online market place bills the user.

SiteGiant also has an add on **Payment Reconciliation function that works with statements which could work similarly. User may contact SiteGiant representative to know more about this function.*

5.0 Frequently Asked Questions (FAQ)

This section will highlight some Frequently Asked Questions (FAQ) related to Unicart 2.0

1. Why is it the minimum requirement for Unicart 2.0 is Basic Edition but recommended Pro Edition?

The reason that we recommend Pro Edition because of Advanced Multi-UOM module which allows user to perform both different way of product sync (Refer Product Sync's Format Setting) and deduct the quantity according to that specific UOM. If user only use Basic Multi-UOM from Basic Edition, the stock quantity will only deduct from base UOM of the item when transaction is synced from SiteGiant.

2. What I need to do if I were to upgrade from Unicart Integrator to Unicart 2.0?

User will need to map Customer and Product against our Debtor and Item. The reason that user need to map this because the different structure and table used in backend for Unicart 2.0.

3. What is variant in Product Sync?

Variant is a function used by SiteGiant system to represents different product option. Using IPHONE 6 as an example, it may have several colours. In SiteGiant, user usually will enable the variant feature for this IPHONE 6, and key in the available colours for this IPHONE 6. As a result, this IPHONE 6 item will have different options such as Gold, Silver, White etc.

4. Is it possible to perform two-way sync like Unicart Integrator?

Sorry but this is currently not supported in Unicart 2.0.

5. I have product with long description in SiteGiant (Title). Will AutoCount Accounting able to support this?

Currently Unicart 2.0 will handle long descriptions by cutting it to Item Description 2. However, if the description is longer that the desire length of Description + Description 2, then the remaining description will be trimmed.

6. What if I want to perform change code for Debtor or Item? Do I need to remap or resync the customer or product again?

No, there is no need to do so. This is because the IDs are kept on the Debtor and Item and recognize through these IDs. As long the ID does not run, you do not need to perform any remap or resync action.

7. Can I differentiate marketplace order in AutoCount?

To do so we suggest user to set different Invoice numbering for different sales channel. This can be done at Basic Configuration → Channel.

8. If I set the Invoice Debtor to follow Channel Debtor, will the customer info such as Name, Address, emails be blank in my invoices?

No, the customer information will still be synced together when order sync is performed. Unicart 2.0 only alter the debtor code to the channel's debtor and other information will remain.

9. Why do I see some numbers in Remark 1 and Remark 2 at Invoice?

Remark 1 is Online ID while Remark 2 is Marketplace ID. These ID are synced back together for reference.

10. There is a number shown at Ship Info field in Invoice, what is that for?

The Ship Info field is used to store the tracking number from Orders. This is just for reference purpose.