



Parts Point of Sale Operations (PPO01)

Course Objectives

This course will provide attendees with the knowledge of how to perform daily parts department tasks using Autoline. These tasks will include; how to select stock for invoicing, create invoices, credit notes and how to operate the till function.

Who should attend?

Parts Managers and personnel who are responsible for Parts sales and Workshop issues of parts.

Prerequisites

Attendees must have keyboard skills and an understanding of Parts sales.

Programme

- Module introduction
- Front counter invoices and credit notes
- Workshop issues and reversals
- Cash handling and control
- Customer Ordered Parts
- Interface with Purchase Control

Duration

1 Day

Starting Time

9am

Cost per course

R1 147.98 per person