

7.11. Discount management

Discount for the Customer project is managed in 4 levels:

1. In Customer's data
2. In project data
3. In project tasks data
4. During invoice preparation stage.

Description below reveals logical sense behind all four mechanisms.

! Please note that the project discount supersedes the Customer discount. Which means, if the Customer's discount is 1%, but project discount accounts for 2%, in preliminary invoice window by default the system will put 2%.

1. In Customer card the translation agency manager can set up discount level for all projects that will be placed. The discount can be specified only in percentage. Once the discount is saved, the system user always will be told, what is the default discount level for the particular Customer. The user can see this information in the following sections:

a) in Customer's data

Discounts

b) in project data

Discount (%)

c) in task data the user can disable discount for particular task by checking the box "No discount available for this item"

No discount available for this item

d) in preliminary invoice window under "Notes" the manager sees the Customer discount and next to "Discount %" he sees the particular project discount.

If there is a certain amount of tasks (calculated total value in \$), that are going to be discounted, then the system will reveal it in "Discount applicable".

	Discount applicable	0.00
(Notes: 4)	Discount % <input type="text" value="2.00"/>	<input type="text" value="0.00"/>

In this case in the preliminary invoice window in line “No discount available” the system will reveal value “Yes”.

Job name	No discount available
Notary approval	Yes

As the last stage of discount management the user is able to change the discount in the preliminary invoice window. As written above the system informs the user about the Customer’s discount, project discount and discount prohibitions, if any. If the invoice consists of at least 1 task, which is set up to be discounted, the system user is able to revise discount level by specifying it either in percentage or in value. After this parameter is set up, the system will reveal the total amount for payment in line “Total with discount”.

Job name	No discount available	Unit	Amount	Price	Total. USD
Notary approval	Yes		0	0.0000	0.00
Total					0.00
Discount applicable					0.00
(Notes: 4) Discount % ▾ 2.00					0.00
Total with discount					0.00
VAT 18% ▾					0.00
Total					0.00