



How to use BOGO Promotions Tool In Retail Pro Version 8

Promotions are a great tool to generate business. In Retail Pro Version 8 there are a few options for Promotions through the Promotion Tool. Here, we will discuss the BOGO tool.

The Promotions module is included as core with most recent versions of Retail Pro, although it requires a separate installation. Details for installation and how to use this tool in its entirety can be found at (http://www.bighairydog.com/vip/files/v8_promotions.pdf). BHD strongly recommends you test this module out in a lab environment before deploying in production. For more information, or to schedule a technical appointment to set up this utility please contact our service department at service@bighairydog.com or 916-368-1070.

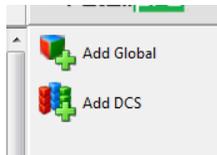
1. Open up the **RPROPROM.EXE Tool**.
This is located in the Retail8\Rpro or Retail\Rpro folder.
2. Then go to **Preferences** on the side menu.



3. Then check the box next to Apply BOGO discounting to lowest priced item. Then Save.
4. Next, go to **Buy One / Get One**



5. Choose either **Add Global** or **Add DCS** from the side menu.



- a. **Add Global** is a discount on specific items of your choosing.
You can select the items one by one or use the filter button on the bottom left to find the items you want to add.

BOGO Discount Entry

Name: BOGO2 Start Date: 2/12/2015 Expire Date: 4/13/2015 Stores: [None]

Buy Qty: 2 Get Qty: 1 Discount %: 100 Total Qty: 3

Item #	Dept	Rec #	DCS	Varid Code	Description	Stock/Actor1	Atr	Size	UPC	Barcode/1
1	D	1	D 2BR	WICKED	MEANT TO BE	BELLE, LEXI				683659
2	D	2	D 2BR	WICKED	MEANT TO BE	BELLE, LEXI	2			683660
3	D	3	D 2BR	WICKED	MEANT TO BE	BELLE, LEXI	3			683661
4	D	4	D 2BR	WICKED	MEANT TO BE	BELLE, LEXI	4			683662
5	D	5	D 2BR	WICKED	MEANT TO BE	BELLE, LEXI	5			683663
6	D	6	D 30S	NVS	SEX PLAY MANUAL L		1		06944400302	
7	D	7	D 2BR	WICKED	THE DANCER	BELL, DONNA				683658
8	D	8	D 2BR	WICKED	THE DANCER	BELL, DONNA	2			683657
9	D	9	D 2BR	WICKED	THE DANCER	BELL, DONNA	3			683656
10	D	10	D 2BR	WICKED	THE DANCER	BELL, DONNA	4			683655
11	D	11	D 05R	MUL	ALL IN THE FAMILY	MOORE, ASHLEY				637635
12	D	12	D 2BR	WICKED	THE DANCER	BELL, DONNA	5			683654
13	D	13	D 05R	MUL	ALL IN THE FAMILY	MOORE, ASHLEY	1			637636
14	D	14	D 02R	WICKED	GIRLS AND THEIR B...					683611
15	D	15	D 05R	MUL	ALL IN THE FAMILY	MOORE, ASHLEY	2			637632
16	D	16	D 02R	WICKED	GIRLS AND THEIR B...		2			683610
17	ND	17	NDMP	DOC	REMOIE PUMP ENL	0642-008X	CLEAR		07824212960	
18	D	18	D 02R	WICKED	GIRLS AND THEIR B...		3			683609
19	D	19	D 02R	WICKED	GIRLS AND THEIR B...		4			683616
20	D	20	D 02R	WICKED	GIRLS AND THEIR B...		5			683615
21	D	21	D 02R	WICKED	GIRLS AND THEIR B...		6			683614

Buttons: Filtered View, Select All, Show Selected, Clear All, Show All, OK, Cancel

b. The **Add DCS** is for doing entire departments, classes or subclass BOGO's.

100 2/11/2015 4/12/2015 [None]

DCS Entry

DCS: [CD] [05] [S]

Name: DCS Buy Qty: 2

Start Date: 2/12/2015 Get Qty: 1

Expire Date: 4/13/2015 Discount %: 100

Stores: [None] Total Qty: 3

Buttons: OK, Cancel

6. In both areas we have options for the name, start and expire date and the specific stores that can be assigned the BOGO.
 - a. You will need to add a **Buy Qty**. How many a customer must buy to activate the BOGO.
 - b. Then add a **Get Qty**. This determines how many items will receive the discount.
 - c. The **Discount %** field is the % off the BOGO item receives.
 - d. The **Total Qty** is the number of items on the receipt when the BOGO is applied.
- So if we have a Buy Qty of 2, a Get Qty of 1 and a Discount % of 100 for Item # 9999, then we can ring up 3 of item # 9999 on a receipt and it will charge the customer for 2 items and give 100% discount on the third.

Once we have all those options setup we are ready to do BOGOS in Retail Pro!