

Discount codes – promotion – voucher

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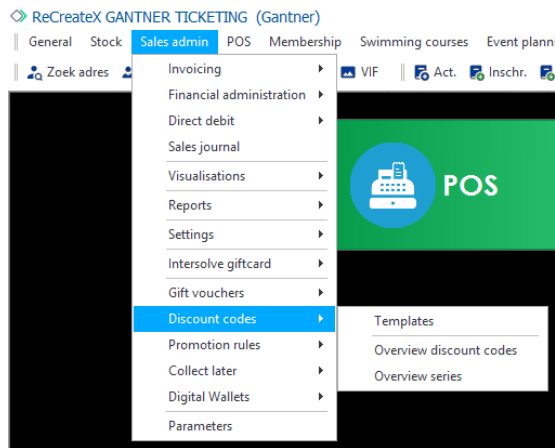
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1 General

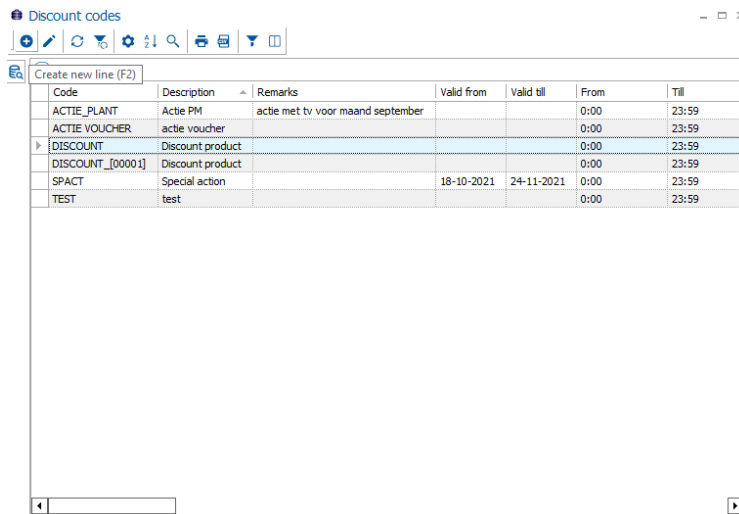
In ReCreatex, it is possible to create fixed and unique discount codes. These can then be applied to the POS, self-service kiosk, Web shop, and mPOS. Discounts can be an amount or a percentage. Below, you can find an explanation on how to create these discount codes.

2 Creating a template

Via the Sales admin - Discount codes/vouchers - Templates menu, the various discount code templates can be created and managed.



In the overview screen, press F2 to create a new discount code template.



When creating the new discount code, various options determine the validity. Define where, who, when ... the discount code can be used.

2.1 NOTES TO TAB “GENERAL”

2.1.1 Details

Modify discount code - Winter event at Gantner

General | Divisions | Customer groups | Applicability | Use | Translations | Finances | Logging

Series

Details

Type: Discount code | Creation date: vrijdag 2 juni 2023

Code: WINTERGANTNER | Template: | Active: | Value: 0

Description: Winter event at Gantner

Remark: The winter gantner discount code gives 2 pound off when you purchase an adult ticket online.

Promotion rule

Settings

Applicability: Product | Discount: 2 | Round off discount: 2 decimal numbers

Max. usages: 0 | Max. usages per customer: 0 | Max. per sale: 4 | Times per product: 1 | Sales channel: Web

Unique per sale: | Only for presale:

Validity

From date: donderdag 1 juni 2023 | Till date: donderdag 31 augustus 2023

From: 00:00 | Till: 23:59 | Day: [dropdown]

Credits: Minimum credits: 0 | Credits per use: 0

Days of use: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday

Exclusion calendar: [dropdown]

Copy | Save | Delete | Close

- **Type:** there are 3 different types of discount code templates;
 - Discount code
 - An amount or percentage discount is given.
 - Voucher
 - A product is given upon return of the voucher.
 - Promotion
 - A promotion rule is applied but only after entering a code.
- **Code & Template:** This field is mandatory and can be used in **two ways**.
- If "Template" is not checked, then the code field is the discount code that you can use to redeem the discount. If "Template" is checked, you can no longer use the code as a discount code; you use the template as a base to generate a series of unique discount codes.
- **Description:** this is the description of the discount. It is also visible to the customer in some cases.
- **Remark:** This space can be used internally to describe the discount code.
- **Active:** By unchecking "Active", the discount code can be disabled for use.
- **Promotion rule:** This option can only be used if the type is set to promotion and must be entered. Next to this promotion rule, the promotion's condition should be set.

2.1.2 Settings

The screenshot shows the 'Modify discount code - Winter event at Gantner' window. The 'Settings' section is highlighted with a red box. It includes the following fields:

- Applicability:** Product
- Discount:** 2 £
- Discount amount per product
- Round off discount: 2 decimal numbers
- Max. usages: 0
- Max. usages per customer: 0
- Max. per sale: 4
- Times per product: 1
- Sales channel: Web
- Unique per sale
- Only for presale

The 'Validity' section includes:

- From date: donderdag 1 juni 2023
- Till date: donderdag 31 augustus 2023
- From: 00:00 Till: 23:59
- Day: (dropdown)
- Credits: Minimum credits: 0 Credits per use: 0
- Days of use: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday
- Exclusion calendar: (dropdown)

- **Applicability:** there are 3 different types of applicability:
 - Transaction
 - When selecting transaction, discounts will be applied to the transaction total.
 - Product
 - When selecting "product", the discount will be applied to a specific product that the customer has chosen and that also meets the applicability condition.
 - Product price type
 - This option offers a wider option to calculate a minimum quantity. Here, the customer will only receive a discount if the desired quantity is met.
 - This option also offers the possibility to offer discounts only for specific prices or price groups of Exhibitions, Facility rental, Activities, and ticketing events.
- **Discount:** The discount consists of two fields; a value field and a % or £ option. If £ is chosen, the value in the preceding field will be a monetary value given as discount. If % is entered, then a percentage discount will be given equal to the value in the field.
- **Discount amount per product:** If this option is enabled, Recreatex will discount the maximum number of articles allowed. If it is disabled, only 1 line will be discounted.

- **Max. usages:** allows you to specify how many times the discount code can be used. Once this number is reached, the discount code will no longer be active. If the number of usages should be unlimited, then 0 can be entered.
- **Max. usages per customer:** Recreatex can record how many times a customer has used the same discount code. This requires that a customer has been entered at the time of the sale; for example, this does not work for guest purchases online. If this not restricted, then 0 can be entered.
- **Max. per sale:** This allows you to specify how many articles in one sale can be discounted. This can also be an addition over several articles, if allowed.
If there is no limit, then 0 can be entered.
- **Times per product:** This allows you to specify how many times the same article can be discounted when entering the discount code. If 0 is specified, no restriction is applied.
- **Sale channel: there are 4 options choices for sales channels:**
 - Empty: can be sold everywhere.
 - Counter: located at the Recreatex POS
 - Vending machine: this is the Selfservice kiosk.
 - Internet: all sales via the API, including mPOS and Web shops.
- **Not cumulative with other discounts:** If this option is enabled, this discount code cannot be applied in a transaction in which another discount code has also been used.
- **For presale only:** created specifically for seated ticketing. This applies to the pre-sale of theatre performances, but this function is outdated and does not work in compliance with the new requirements.

2.1.3 Validity

Modify discount code - Winter event at Gantner

General Divisions Customer groups Applicability Use Translations Finances Logging

Series

Details
Type Discount code Creation date vrijdag 2 juni 2023

Code WINTERGANTNER Template Active Value 0

Description Winter event at Gantner

Remark The winter gantner discount code gives 2 pound off when you purchase an adult ticket online.

Promotion rule

Settings
Applicability Product Discount 2 £
 Discount amount per product
Round off discount 2 decimal numbers
Max. usages 0
Max. usages per customer 0
Max. per sale 4
Times per product 1
Sales channel Web
 Unique per sale
 Only for presale

Validity
From date donderdag 1 juni 2023
Till date donderdag 31 augustus 2023
From 00 :00 Till 23 :59
Day
Credits
Minimum credits 0 Credits per use 0
Days of use
 Monday Tuesday Wednesday
 Thursday Friday Saturday
 Sunday
Exclusion calendar

Copy Save Delete Close

- **From Date:** this is the date from which the discount code is usable.
- **Till date:** the discount code is redeemable until this day.
- **From:** you can specify the “from” and “to” time for the validity of the discount code.
- **Day:** if required, 1 day of the week on which the discount code can be redeemed can be chosen here.
- **Credits:** is created specifically for credit saving in combination with seated ticketing purchases. Here you can set the minimum amount of credits at which the discount code can be used as well as how many credits should be deducted from the customer when using the discount code.
- **Days of use:** Here you can specify whether the chosen date of the product falls on one of these days of the week. If the respective day is turned off, the discount code will not work.
- **Exclusion calendar:** it is possible to indicate excluded days or an excluded period on a calendar on which the discount code cannot be applied.
For example, the discount code may not be used for tickets purchased for a Sunday visit.

2.2 Explanation tab “divisions”

The “Divisions” tab displays all divisions. At least one division must be enabled for the discount code to work.

Modify discount code - Winter event at Gantner

Division	Street	Number	Box	Postcode	City	Tel. 1	Fax	URL
<input type="checkbox"/> Bistro Gantner	Ter Waarde	53				123456789		www.gantner.be
<input checked="" type="checkbox"/> Gantner	Ter Waarde	50				057 65 00 32		www.gantner.be
<input checked="" type="checkbox"/> Gantner Webshop	Ter waarde	53						www.gantner.be

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If there are several divisions, by selecting the right one, the discount code can be used in company A but not in company B.

Always check the web shop's division if you wish to use the discount code online.

2.3 Explanation tab “customer groups”

This tab specifies all created customer groups as well as undefined customers under “???”. If customers are divided into customer groups, you can specify that, for example, customers in the customer group “Employee” can receive a discount but other customers cannot.

Modify discount code - Winter event at Gantner

<input checked="" type="checkbox"/>	Code	Description
<input checked="" type="checkbox"/>	ASSOCIATION	ASSOCIATION
<input checked="" type="checkbox"/>	COMPANY	company
<input checked="" type="checkbox"/>	EMPLOYEE	Employee
<input checked="" type="checkbox"/>	REDUCED TARIFF	Reduced tariff
<input checked="" type="checkbox"/>	UITPAS	UITPAS
<input checked="" type="checkbox"/>	???	Not entered

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Important: customers not assigned to a customer group fall under the option “???”. These include guest purchases or anonymous customers who do not create an account on the Web shop.

At least 1 selection must be made for the discount code to work. If no customer group is ticked, the discount code will not work.

2.4 Explanation tab “applicability”

Within the Applicability tab, you can specify for which product the customer will get a discount, or if the discount template type is set to Voucher, you can specify which product the customer can receive.

Modify discount code - Winter event at Gantner

General Divisions Customer groups **Applicability** Use Translations Finances Logging

Articles Membership renewal Exhibitions Ticketing events Registrations Bookings

<input checked="" type="checkbox"/>	Code	Article ...	Description	Ticket description	VAT	VAT incl.	Account	Unit	Cu
<input type="checkbox"/>	S05-0002	S05	Kriek Boon	Kriek Boon	21	<input checked="" type="checkbox"/>	300025	X AANTAL	4,0
<input type="checkbox"/>	S05-0003	S05	Rodenbach	Rodenbach	21	<input checked="" type="checkbox"/>	300025	X AANTAL	2,0
<input type="checkbox"/>	S05-0004	S05	Duvel	Duvel	21	<input checked="" type="checkbox"/>	300025	X AANTAL	3,0
<input type="checkbox"/>	S05-0005	S05	Westmalle Dubbel	Westmalle Dubbel	21	<input checked="" type="checkbox"/>	300025	X AANTAL	3,0
Article group: S20 (12)									
<input checked="" type="checkbox"/>	S20-0001	S20	Virunga Tshirt	Virunga Tshirt	0	<input checked="" type="checkbox"/>	700310	X AANTAL	20,
<input checked="" type="checkbox"/>	S20-0002	S20	Virunga Tshirt New Logo	Virunga Tshirt New Logo	0	<input checked="" type="checkbox"/>		X AANTAL	22,
<input checked="" type="checkbox"/>	S20-0003	S20	Virunga Key Ring	Virunga Key Ring	0	<input checked="" type="checkbox"/>	300025	X AANTAL	8,0
<input checked="" type="checkbox"/>	S20-0004	S20	Virunga Napkins	Virunga Napkins	0	<input checked="" type="checkbox"/>		X AANTAL	5,0
<input checked="" type="checkbox"/>	S20-0005	S20	Virunga Bracelets	Virunga Bracelets	0	<input checked="" type="checkbox"/>		X AANTAL	8,0
<input checked="" type="checkbox"/>	S20-0006	S20	Virunga Bottles	Virunga Bottles	0	<input checked="" type="checkbox"/>		X AANTAL	30,
<input checked="" type="checkbox"/>	S20-0007	S20	Headties Virunga	Headties Virunga	0	<input checked="" type="checkbox"/>	300025	X AANTAL	10,
<input checked="" type="checkbox"/>	S20-0008	S20	Soap Virunga	Soap Virunga	0	<input checked="" type="checkbox"/>	300025	X AANTAL	8,0
<input checked="" type="checkbox"/>	S20-0009	S20	Bags Virunga Groot	Bags Virunga Groot	0	<input checked="" type="checkbox"/>	100007	X AANTAL	15,
<input checked="" type="checkbox"/>	S20-0010	S20	Virunga Bag Klein	Virunga Bag Klein	0	<input checked="" type="checkbox"/>		X AANTAL	10,
<input checked="" type="checkbox"/>	S20-0011	S20	Virunga Sweater	Virunga Sweater	0	<input checked="" type="checkbox"/>		X AANTAL	40,
<input checked="" type="checkbox"/>	S20-0012	S20	Magneet Gantner	Magneet Gantner	21	<input checked="" type="checkbox"/>	300025	X AANTAL	4,0
Article group: S40 (10)									
Article group: S50 (19)									
<input type="checkbox"/>	S50-0001	S50	18+	18+	6	<input checked="" type="checkbox"/>	100032	X AANTAL	6,0
<input type="checkbox"/>	S50-0002	S50	+16	+16	21	<input checked="" type="checkbox"/>	100032	X AANTAL	6,0
<input type="checkbox"/>	S50-0003	S50	-4	-4	21	<input checked="" type="checkbox"/>	100032	X AANTAL	1,5
<input type="checkbox"/>	S50-0004	S50	Mindervalde zwembeurt	Mindervalde zwembeurt	21	<input checked="" type="checkbox"/>	100032	X AANTAL	4,0
<input type="checkbox"/>	S50-0005	S50	4 -16	4 -16	21	<input checked="" type="checkbox"/>	100032	X AANTAL	4,0

Copy Save Delete Close

The Applicability tab is only visible if the type of the discount template is set to Discount code or Voucher. When choosing promotion, all conditions are defined within the promotion rule to which the discount applies.

As shown in the above example, multiple products can also be enabled.

If the customer has one of these products, a discount will be applied to these.

Depending on the settings (Section 2.2.2), you will also get a discount on the second product if you purchase it simultaneously.

It is also very important to remember how the article is set up. If it is an admission ticket (of which ‘Membership’ is checked under the tab ‘Types’), you must check the article under the tab ‘Membership renewal’ and not under ‘Articles’!

Modify discount code - Winter event at Gantner

General Divisions Customer groups **Applicability** Use Translations Finances Logging

Articles **Membership renewal** Exhibitions Ticketing events Registrations Bookings

<input checked="" type="checkbox"/>	Code	Article ...	Description	Ticket description	VAT	VAT incl.	Account	Unit	Cu
Article group: ZWE (4)									
<input checked="" type="checkbox"/>	ZWE-0001-1	ZWE	10 x membership	10 x membership	6	<input checked="" type="checkbox"/>	100124	X AANTAL	0,0
<input checked="" type="checkbox"/>	ZWE-0003	ZWE	Recreatie 25B 50+	Recreatie 25B 50+	6	<input checked="" type="checkbox"/>		X AANTAL	23,
<input checked="" type="checkbox"/>	ZWE-0004	ZWE	Recrea 10x adult	Recrea 10x adult	6	<input checked="" type="checkbox"/>		X AANTAL	20,
<input checked="" type="checkbox"/>	ZWE-0034	ZWE	Family membership	Family membership	21	<input checked="" type="checkbox"/>	100032	X AANTAL	0,0

What is new since version 7.5.0.0.: Facility bookings now include the option to define for how many minutes the discount code can be used.

Modify discount code - Winter event at Gantner

Code	Description	Max. days to book in ...	Min. days to book in ...	Accumulate...	Calculation type	VAT code	VAT ind.	Analytical account	Ledger
<input type="checkbox"/>	BISTRO	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>	VERHUUR	300025
<input type="checkbox"/>	OPLEIDINGSKAAL	0	0	<input type="checkbox"/>	Price x Hour	0	<input type="checkbox"/>	VERHUUR	100007
Infrastructure code: SPORHAL (14)									
<input type="checkbox"/>	BADMINTON 1 LINKS	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	BADMINTON 2 LINKS	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	BADMINTON 3 LINKS	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	BASKET LINKS	0	0	<input checked="" type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	BASKET RECHTS	0	0	<input checked="" type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	HANDBAL TERREIN	0	0	<input checked="" type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	KLEEDKAMER 1	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	KLEEDKAMER 2	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	KLEEDKAMER 3	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	TENNIS LINKS	0	0	<input checked="" type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>	FAMILIE	703021
<input type="checkbox"/>	TENNIS MIDDEN	0	0	<input checked="" type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	TENNIS MIDDEN LINKS	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	TENNIS MIDDEN RECHTS	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	TENNIS RECHTS	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
Infrastructure code: SQUASH COURT (3)									
<input checked="" type="checkbox"/>	DRESSING ROOM	0	0	<input type="checkbox"/>	Price x Hour	6	<input checked="" type="checkbox"/>		
<input checked="" type="checkbox"/>	SQUASH COURT 01	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		
<input checked="" type="checkbox"/>	SQUASH COURT 02	0	0	<input type="checkbox"/>	Price x Hour	21	<input checked="" type="checkbox"/>		

Note: under the 'Articles' tab as well as the 'Membership renewal' tab, you can see the price articles linked to your exhibition. However, it is useless to create a discount code for example for an adult ticket sold to an exhibition. The discount code will NOT work!!!

If you wish to use a discount code for an exhibition, it will apply to the whole exhibition.

Code	Description	Sales location	Start date	End date	Max. visitors per period	E
<input type="checkbox"/>	01MZG	Meals service Gantner	1-2-2021		50	M
<input checked="" type="checkbox"/>	01ZWEM	Subtropical swimming paradise			30	S
<input type="checkbox"/>	02TENTOON	Panamarenko: the artist	4-5-2022		20	C
<input type="checkbox"/>	21-22EXPO	Sportzwemmen	11-2-2021		50	S
<input type="checkbox"/>	23TENTOONSTEL	Tentoonstelling P. Alechinsky			50	C
<input type="checkbox"/>	21_CHR	Christmas light event @Gantner			500	C
<input type="checkbox"/>	22-HERFST	Herfst event	24-9-2022	9-10-2022	100	C

To set up a discount for specific tickets within an exhibition, select Product price type under "Applicability" under the 'General' tab (see 2.1.2 Settings). This allows you to define a 'sales type' which the discount is applicable within, for example, an exhibition sale. This is because multiple 'price types' can be specified within an exhibition, but it may not be desirable to allow discounts on all price types.

The 'Applicability' tab will now remain empty; a new applicability can be entered using the F2 key.

- **Applicability:** several applicability types can be selected, e.g. Exhibition.

- **Subject:** the effect of the subject depends on the choice made under Applicability. If the Applicability exhibition is chosen, the subject will give an overview of the available exhibitions.
- **Price type:** In the above example, the price type will show the prices available for the selected exhibition.
- **Min. quantity:** Optionally, it can be specified that the customer must purchase a minimum number of products of the relevant price type. For example, a discount is only granted when purchasing a minimum of 2 Adult tickets.
- **Discount:** How much discount is granted. Depending on the settings (Section 2.2.2), this will be a percentage (%) or monetary value (£).

2.5 Explanation tab "use"

In the 'Use' tab you can track the use of the discount code; who has used this code and when.

Creation date	Division	Customer name	Sales channel	Discount amount	Type	Subject	Discount amount	Status	MinutesUsed
7-3-2023 10:08:39	Gantner Webshop	Kassaverkopen	Web	2,00	Article	Ice coffee	2,00	Applied	0

2.6 Explanation tab “translations”

Via F2 (or right-click → new), it is possible to add translations to the voucher code. This can be useful for possible voucher use, so that the voucher is displayed online translated for the customer.

2.7 Explanation tab “finances”

On the ‘Finances’ tab, you can select whether to apply the discount code to the original sales line.

Modify discount code - Discount code Gantner

Sales then look as follows: All financial settings of the article to which the discount code was applied are kept.

Quantity	Visitors	Hours	Unit price	Unit price incl.	Discount amount	VAT	VAT %	VAT amount	Total amount (excl.)	Amount	Extra description	Discount amount voucher	Ledger
1,00	0	0:00	5,99	5,99	0,00	0	0,00	0,00	5,99	5,99	SPRINGGANTNER 'SPRING @ Gantner promotion': € 2,00	2,00	100.12-
1,00	0	0:00	8,00	8,00	0,00	0	0,00	0,00	8,00	8,00	SPRINGGANTNER 'SPRING @ Gantner promotion': € 2,00	2,00	300025

If separate finance data needs to be used for accounting, it is possible to complete this. Check with accounting if this is required.

Modify discount code - Discount code Gantner

The sale is then provided with an extra line per discount code containing the correct financial details that were set on the discount code.

N°	Article	Unit	Deept...	Customer Description	Quantity	Visitors	Hours	Unit price	Unit price incl.	Discount amount	VAT	VAT %	VAT amount	Total amount (excl.)	Amount	Extra description	Discount amount voucher	Ledger account	Article department
10000	S20-0009	X.AANTAL	Bagr...	Bagr Virunga Groot	1,00	0	0:00	15,00	15,00	0,00	0	0,00	0,00	15,00	15,00		2,00	100007	Shro
20000	S20-0008	X.AANTAL	Soep W...	Soep Virunga	1,00	0	0:00	7,99	7,99	0,00	0	0,00	0,00	7,99	7,99		2,00	100124	Varia
30000	SYS-0001	X.AANTAL	Registr...		-1,00	0	0:00	2,00	2,00	0,00	0	0,00	0,00	-2,00	-2,00	SPRINGGANTNER 'SPRING @ Gantner promotion': € 2,00	0,00	300025	Varia
40000	SYS-0001	X.AANTAL	Registr...		-1,00	0	0:00	2,00	2,00	0,00	0	0,00	0,00	-2,00	-2,00	SPRINGGANTNER 'SPRING @ Gantner promotion': € 2,00	0,00	300025	Varia

3 Creating unique series of discount codes

In order to create discount codes in a series, a discount code template must first have been created in which the validity is specified, see Section 2.

Here, the 'Template' checkbox must be checked, see Section 2.2.1.

The screenshot shows the 'Modify discount code - Unique discount code' window. The 'Template' checkbox is checked and highlighted with a red box. The window is divided into several sections: 'Details' (Type: Discount code, Code: UNIQUE DISCOUNT CODE, Description: Unique discount code), 'Settings' (Applicability: Transaction, Discount: 20%, Round off discount: 2 decimal numbers, Max. usages: 1, Max. usages per customer: 1, Max. per sale: 0, Times per product: 0, Sales channel: Unique per sale), 'Validity' (From date, Till date, From: 00:00, Till: 23:59, Day), 'Credits' (Minimum credits: 0, Credits per use: 0), and 'Days of use' (Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday). The 'Save' button is highlighted.

Generating unique discount codes requires an article linked to the relevant template.

Create a new article and, on the 'Types' tab, select the created discount code template.

This article can also be used to sell discount codes, both at the POS and later through the created series.

The screenshot shows the 'Article card - Unique codes article' window. The 'Types' tab is selected, and the 'Discount code' option is checked and highlighted with a red box. The 'Template' checkbox is also checked and highlighted with a red box. The window shows various settings for the article, including 'Accounting per division', 'Allowed divisions', 'Enviso', 'Sales remarks', 'Components', 'Options', 'Units', and 'Deviating'. The 'Discount code' section is highlighted with a red box, showing the 'Template' checkbox checked and the 'Unique codes template' selected.

From the Sales admin - Discount codes – Overview series menu, created series can be searched or new series can be created.

Overview discount code/voucher series

Details

Article ...

Customer ...

Division usage ...

Created from till

Visualisation

Selection validity

All

Only valid

Only invalid

Search

In this screen, first press Search to find the existing series or activate the screen.

Now, a new series can be created using the F2 key.

To create a new series, the customer must be specified. If it is for internal/own use/publication, the name of your company can be specified.

In addition, the article we have created must be specified.

Modify discount code series - Unique codes article Gantner 2-6-2023

Details Discount codes/Vouchers Logging

Number Recorded

Creation date Print date

Customer

Article Unique codes article

Value

Template Unique codes template

Point of sale Trainer

Employee Vm

Division creation Gantner EN

Remarks

Print Record Generate Save Delete Close

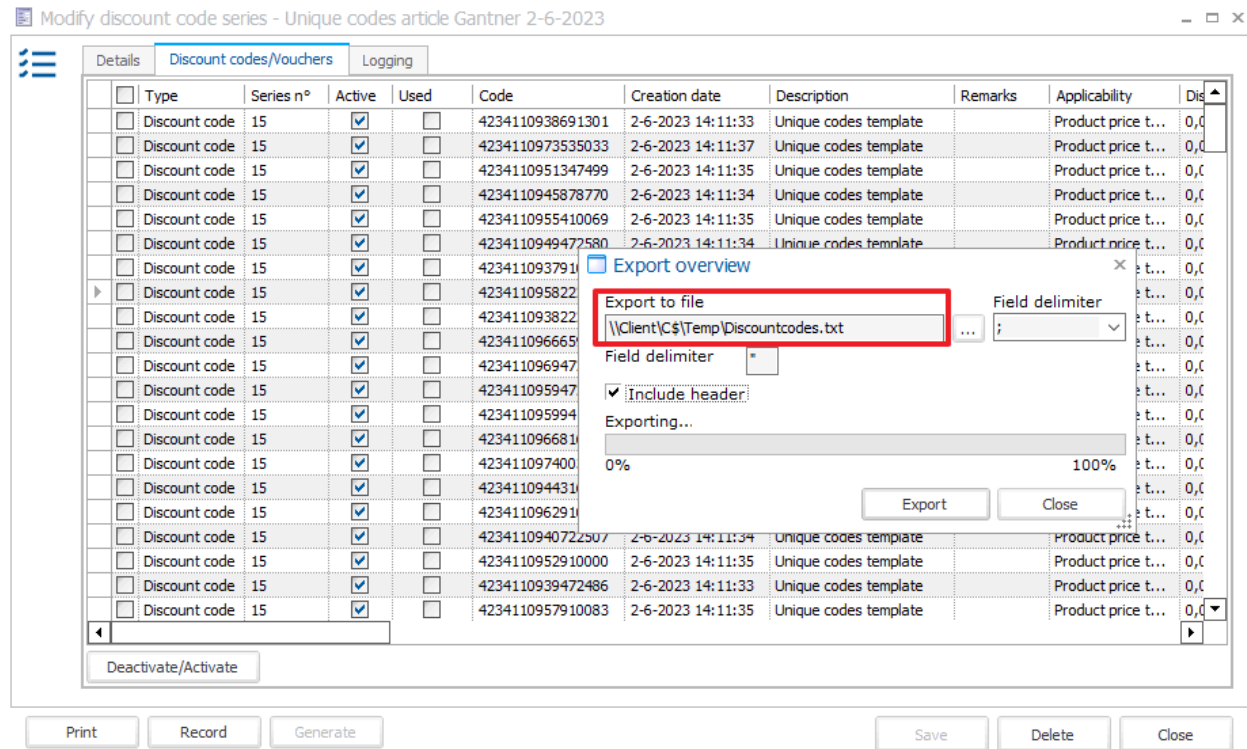
After saving, the 'Generate' button will become active. Once you press this button, the system will ask for the desired number of unique discount codes. Enter the desired number and press Ok.

It is recommended not to generate more than 50 000 codes at once.

Please, fill in the desired number of vouchers

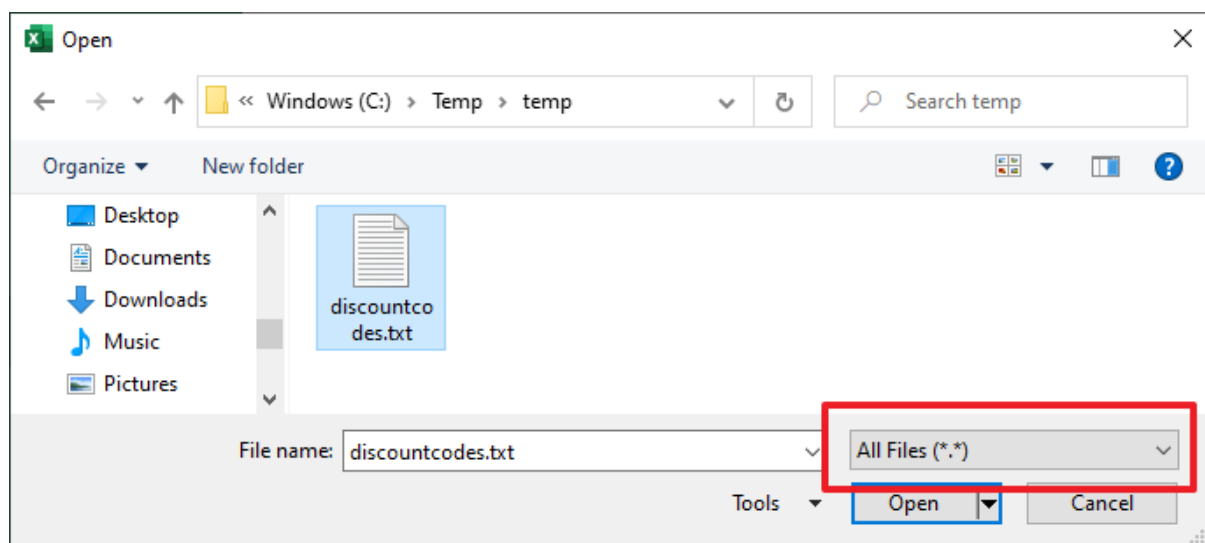
Ok Sluiten

After generating, the newly created discount codes will be visible on the 'Discount codes/Vouchers' tab. They can be exported via the F12 key so that they can be made available to an external party. All columns visible in this screen will be exported. If only the discount codes are required in the export, the remaining columns should be removed from the visualisation. Please make sure that you select a local folder to save the file, and that the conversion between csv and excel is correct when exporting! Make sure the column code contains the correct digits and no conversion was done. It is recommended to export to a txt file to avoid code conversion:



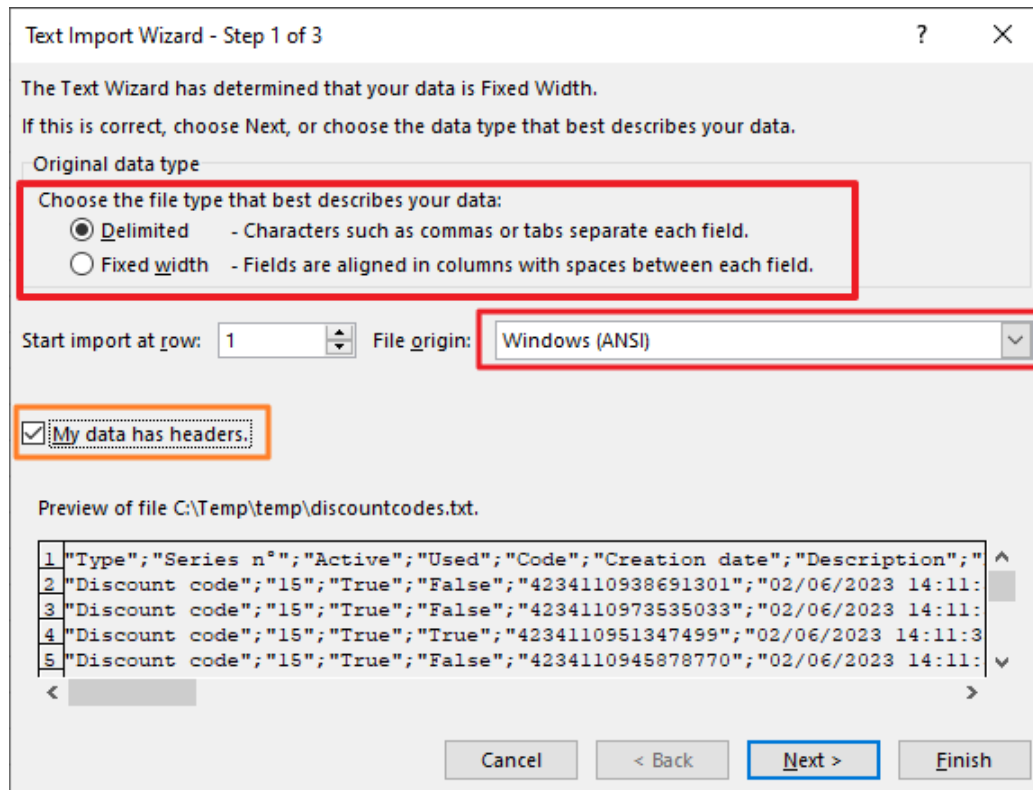
17

Open Microsoft Excel with a new worksheet and go to Open file, look in the right folder where you saved the above txt file. (Please note: select "all files")



Excel will automatically suggest the import/conversion, and you specify a number of settings at each step.

At step 1, specify at the top that the file type should appear separated. Under 'File origin', select Windows (ANSI), and if you included headers in the export, indicate this here:



If all settings are correct, click Next at the bottom.

In step 2 of the import, select the 'semicolon' separator and click on Next.

Text Import Wizard - Step 2 of 3

This screen lets you set the delimiters your data contains. You can see how your text is affected in the preview below.

Delimiters

Tab

Semicolon

Comma

Space

Other:

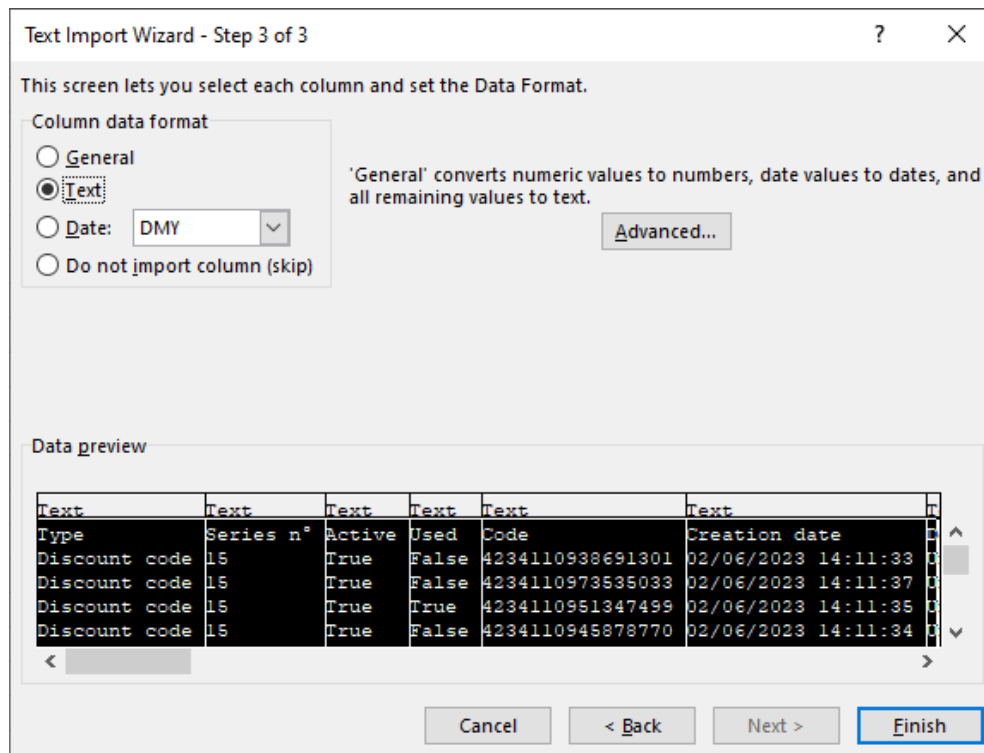
Treat consecutive delimiters as one

Text qualifier:

Data preview

Type	Series n°	Active	Used	Code	Creation date	
Discount code	15	True	False	4234110938691301	02/06/2023 14:11:33	U
Discount code	15	True	False	4234110973535033	02/06/2023 14:11:37	U
Discount code	15	True	True	4234110951347499	02/06/2023 14:11:35	U
Discount code	15	True	False	4234110945878770	02/06/2023 14:11:34	U

At step 3, first select all columns at the bottom, then choose data type text (if you don't do this, some columns will be converted incorrectly).



Perform a final visual check of your excel file versus your overview in ReCreateX and save the file as an excel file.

A	B	C	D	E	F	G	H	I	J	K	
Type	Series n°	Active	Used	Code	Creation date	Descriptio	Remarks	Applicabil	Discount	Discount t	Purr
Discount	15	True	False	4234110938691301	2-6-2023 14:11:33	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110973535033	2-6-2023 14:11:37	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110951347499	2-6-2023 14:11:35	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110945878770	2-6-2023 14:11:34	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110955410069	2-6-2023 14:11:35	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110949472580	2-6-2023 14:11:34	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110937910119	2-6-2023 14:11:33	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110958222628	2-6-2023 14:11:35	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110938222625	2-6-2023 14:11:33	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110966659925	2-6-2023 14:11:36	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110969472541	2-6-2023 14:11:36	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110959472552	2-6-2023 14:11:35	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110959941283	2-6-2023 14:11:35	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110966816236	2-6-2023 14:11:36	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110974003783	2-6-2023 14:11:37	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110944316361	2-6-2023 14:11:34	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110962910020	2-6-2023 14:11:36	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110940722507	2-6-2023 14:11:34	Unique codes	templ	Product pi	0,00	%	0,00
Discount	15	True	False	4234110952910000	2-6-2023 14:11:35	Unique codes	templ	Product pi	0,00	%	0,00

Modify discount code series - Unique codes article Gantner 2-6-2023

Type	Series n°	Active	Used	Code	Creation date	Description	Remarks	Applicability	Dis
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110938691301	2-6-2023 14:11:33	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110973535033	2-6-2023 14:11:37	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110951347499	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110945878770	2-6-2023 14:11:34	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110955410069	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110949472580	2-6-2023 14:11:34	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110937910119	2-6-2023 14:11:33	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110958222628	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110938222625	2-6-2023 14:11:33	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110966659925	2-6-2023 14:11:36	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110969472541	2-6-2023 14:11:36	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	42341109599472552	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110959941283	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110966816236	2-6-2023 14:11:36	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110974003783	2-6-2023 14:11:37	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110944316361	2-6-2023 14:11:34	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110962910020	2-6-2023 14:11:36	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110940722507	2-6-2023 14:11:34	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110952910000	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110939472486	2-6-2023 14:11:33	Unique codes template		Product price t...	0,0
<input type="checkbox"/>	Discount code 15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4234110957910083	2-6-2023 14:11:35	Unique codes template		Product price t...	0,0

Buttons: Print, Record, Generate, Save, Delete, Close

In the overview of discount codes, you can check which have already been used and which are still active. It is also possible to activate or deactivate the discount codes in batch.

If you double-click on a discount code, you are taken to the basic template of that unique discount code:

Modify discount code - Unique codes template

Series: 15 Unique codes article Gantner 2-6-2023

Type: Discount code

Code: 4234110955410069

Description: Unique codes template

Remark:

Promotion rule:

Settings:

- Applicability: Product price type
- Discount: 0,00 %
- Round off discount: 2 decimal numbers
- Max. usages: 1
- Max. usages per customer: 1
- Max. per sale: 0
- Times per product: 0
- Sales channel: [dropdown]
- Unique per sale
- Only for presale

Validity:

- From date: woensdag 1 september 2021
- Till date: maandag 31 januari 2022
- From: 00:00 Till: 23:59
- Day: [dropdown]

Credits:

- Minimum credits: 0 Credits per use: 0

Days of use:

- Monday Tuesday Wednesday
- Thursday Friday Saturday
- Sunday

Exclusion calendar: [dropdown]

Buttons: Copy, Save, Delete, Close

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On the 'Use' tab, you can then see where that discount code has been used.

Modify discount code - Unique codes template

Creation date	Division	Customer name	Sales channel	Discount amount	Type	Subject	Discount amount	Status	MinutesUsed
2-6-2023 14:41:16	Gantner EN	Kassaverkopen	Desk	6,00	Exhibition	Visit the view from Gantner	3,00	Applied	0
					Exhibition	Visit the view from Gantner	3,00	Applied	0

The 'Print' button at the bottom allows you to print the discount code via a printer. The layout is a Crystal Report document which can be customised.

There are 10 different layouts, each determined per discount code article.

Discount code

Template **UNIQUE C** Unique codes template

Printer 1

Example of such a ticket:

Unique codes template

Kassaverkopen

-

Validity: 5-6-2023 00:00:00 - 4-8-2023 00:00:00



Friends' pass: 4236483604521696

4 Web shop

If you want to use discount codes in the web shop, this function must be activated via the web shop manager.

Under tab 'General' - choose 'Settings' - under tab 'Coupons', you have the option to activate discount codes.

General - Settings

Users Technical setti... E-mail notifica... User fields General conditi... Messages Extra **Coupons**

General Settings

- Discount codes active
- Giftcards active
- Vouchers active
- Tesco Active
- Incert Active
- Visualise discount codes by default
- Maximal number of discount codes
- Activate Uitpas functionality

History Settings

- Show coupons in history
- Show customer
- Show salesnumber
- Enable Search
- Show gift vouchers in history
- Show available minutes

SAVE

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'Visualise discount codes by default' means the discount code window is unfolded by default in the web shop.

- Enter discount code

Apply

This feature is always available from the moment the order is placed in the shopping basket.

By entering a maximum number of discount codes, you can limit the number of discount codes the customer can enter online in one order. This can be useful if you want customers to be able to use only 1 code per order. If the number is set to 0, they can enter multiple codes in succession without limit.

Shopping cart

Shopping cart Log in Pay Confirmation

Visit the view from Gantner 1
Date: 09/06/2023, time: 09:00, number of cards: 5

4 Adult	€ 24.00	€ 36.70	€ 36.70	X
1 Child	€ 2.70			
5 Bottled Juice Drink	€ 10.00			
		Total	€ 36.70	

- Enter discount code

Apply

[Empty cart](#)

CONTINUE SHOPPING

CONTINUE

The customer enters their discount code here and clicks on 'Apply'. If everything is set up correctly, they will get a notification indicating that the voucher code was successfully applied. They will also immediately see the discount granted.

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Discount code 4234110955410069 was successfully applied.

Home Activities Bookings Rental Tickets Membership More modules

Shopping cart Log in Pay Confirmation

Visit the view from Gantner 1
Date: 09/06/2023, time: 09:00, number of cards: 5

4 Adult	€ 24.00	€ 36.70	€ 36.70	X
1 Child	€ 2.70			
5 Bottled Juice Drink	€ 10.00			
		Subtotal	€ 36.70	
		Extra discount via code(s)	-€ 12.00	
		Total	€ 24.70	

- Enter discount code

4234110955410069

Cancel

Apply

[Empty cart](#)

CONTINUE SHOPPING

CONTINUE

"Vouchers active" can be activated so that customers can enter a voucher through the web shop and thus exchange the voucher for tickets, articles,

General - Settings

Users Technical setti... E-mail notifica... User fields General conditi... Messages Extra **Coupons**

General Settings

- Discount codes active
- Giftcards active
- Vouchers active**
- Tesco Active
- Incert Active
- Visualise discount codes by default
- Maximal number of discount codes
- Activate Uitpas functionality

History Settings

- Show coupons in history
- Show customer
- Show salesnumber
- Enable Search
- Show gift vouchers in history
- Show available minutes

SAVE

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The additional tab allows customers to exchange their vouchers for tickets, single articles, but no stock articles are offered.



Vouchers

If you have one or several vouchers, you can exchange them here. Fill in the number of vouchers you want to use below.

Fill in number of vouchers

Enter voucher(s)

Choose option(s)

Number of vouchers

ENTER VOUCHER(S)

5 Practical examples

5.1 Example of global discount code

5.1.1 Settings

For example, we wish to create a SUMMER2023 discount code where customers get a 100 percent discount on all adult tickets for the subtropical pool.

Create the template where you define the conditions and code for the discount.

Note: the max. usages per customer is set to 1, so activating POS and Webshop, in which purchases are not allowed, must be done per customer.

The screenshot shows a software interface for creating a discount code. The title bar reads "Modify discount code - Summer action 2023". The interface is divided into several sections:

- General:** Includes tabs for Divisions, Customer groups, Applicability, Use, Translations, Finances, and Logging. A "Series" field is present.
- Details:** Shows "Type" as "Discount code", "Code" as "SUMMER2023", "Description" as "Summer action 2023", and "Remark" as "Action get summer 2023 - discount on adult ticket". It also shows "Creation date" as "maandag 5 juni 2023", "Template" as unchecked, "Active" as checked, and "Value" as "0".
- Promotion rule:** A field for defining the promotion rule.
- Settings:** Includes "Applicability" (Product price type), "Discount" (0%), "Round off discount" (2 decimal numbers), "Max. usages" (1000), "Max. usages per customer" (1), "Max. per sale" (0), "Times per product" (0), "Sales channel" (dropdown), "Unique per sale" (checked), and "Only for presale" (unchecked).
- Validity:** Includes "From date" (donderdag 1 juni 2023), "Till date" (donderdag 31 augustus 2023), "From" (00 :00), "Till" (23 :59), and "Day" (dropdown).
- Credits:** Includes "Minimum credits" (0) and "Credits per use" (0).
- Days of use:** Includes checkboxes for Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and Sunday, all of which are checked.
- Exclusion calendar:** Includes a dropdown set to "Summer" and a field for "Summer discount code".

At the bottom, there are buttons for "Copy", "Save", "Delete", and "Close".

Link the relevant divisions and customer groups. Set your discount amount under 'Applicability' and link with the relevant exhibition and ticket types (make sure that under the 'General' tab of your template % or £ is set).

5.1.2 Use on POS

At POS, enter the purchase:

TRAINER_UK
Tamara
TRAINING EN

Visit the view from Gantner Adult 6-6-2023 9:00 - 10:00	x2,00	€12,00
Visit the view from Gantner Child 6-6-2023 9:00 - 10:00	x2,00	€5,40
Visit the view from Gantner Senior 6-6-2023 9:00 - 10:00	x1,00	€4,10
Bottled Juice Drink	x4,00	€8,00

Proceed to the payment screen and select the discount code feature:

Kassaverkopen

TRAINER_UK
Tamara

Sales
POS sales 29,50 €

Discount 0,00 € To be paid 29,50 €

Payments
VISA 29,50 €

Open balance 0,00 € To be returned 0,00 € Cash

Balance e-purse: 0,00 €
Spending credit balance: 0,00 €
Total visitors: 00000

POS: discount code

Please, scan the discount code

Discount code: SUMMER2023

Description	Price	Coupon	Discount
Visit the view from Gantner Adult: 6-6-2023 09:00:00	6,00		0,00
Visit the view from Gantner Adult: 6-6-2023 09:00:00	6,00	SUMMER2023	6,00
Visit the view from Gantner Child: 6-6-2023 09:00:00	2,70		0,00
Visit the view from Gantner Child: 6-6-2023 09:00:00	2,70		0,00
Visit the view from Gantner Senior: 6-6-2023 09:00:00	4,10		0,00
Bottled Juice Drink	2,00		0,00
Bottled Juice Drink	2,00		0,00
Bottled Juice Drink	2,00		0,00
Bottled Juice Drink	2,00		0,00
Σ	29,50		0,00

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In the pop-up screen, enter the discount code, which will be applied directly to the correct articles.

POS: discount code

Please, scan the discount code

Discount code: SUMMER2023

Description	Price	Coupon	Discount
Visit the view from Gantner Adult: 6-6-2023 09:00:00	6,00	SUMMER2023	6,00
Visit the view from Gantner Adult: 6-6-2023 09:00:00	6,00	SUMMER2023	6,00
Visit the view from Gantner Child: 6-6-2023 09:00:00	2,70		0,00
Visit the view from Gantner Child: 6-6-2023 09:00:00	2,70		0,00
Visit the view from Gantner Senior: 6-6-2023 09:00:00	4,10		0,00
Bottled Juice Drink	2,00		0,00
Bottled Juice Drink	2,00		0,00
Bottled Juice Drink	2,00		0,00
Bottled Juice Drink	2,00		0,00
Σ	29,50		12,00

Sales
POS sales 29,50 €

Discount -12,00 € To be paid 17,50 €

Payments
VISA 17,50 €

Open balance 0,00 € To be returned 0,00 € Cash

Balance e-purse: 0,00 €
Spending credit balance: 0,00 €
Total visitors: 00000

5.1.3 Use in the web shop

Create the order and log in to the web shop (anonymous shopping is not allowed in this example).

In the shopping basket enter the discount code, which is not case sensitive.

Shopping cart



Visit the view from Gartner 1

Date: 07/06/2023, time: 10:00, number of cards: 5

2	Adult	€ 12.00			
1	Child	€ 2.70	€ 28.90	€ 28.90	X
1	Senior	€ 4.10			
1	Student	€ 4.10			
3	Bottled Juice Drink	€ 6.00			

Subtotal	€ 28.90
Extra discount via code(s)	-€ 12.00
Total	€ 16.90

- Enter discount code

5.2 EXAMPLE OF UNIQUE NUMBER DISCOUNT CODE

5.2.1 Settings

We want to create unique codes that will be distributed by an external partner. The discount is active during the month of April and offers a 20% discount on the transaction.

Modify discount code - Unique discount code

General Divisions Customer groups Use Translations Finances Template settings Logging

Series

Details

Type Discount code Creation date woensdag 9 februari 2022

Code UNIQUE DISCOUNT CODE Template Active Value 0,00

Description Unique discount code

Remark Internal remark

Promotion rule

Settings

Applicability Transaction

Discount 20,00 %

Discount amount per product

Round off discount 2 decimal numbers

Max. usages 1

Max. usages per customer 1

Max. per sale 0

Times per product 0

Sales channel

Unique per sale Only for presale

Validity

From date

Till date

From 00 :00 Till 23 :59

Day

Credits

Minimum credits 0 Credits per use 0

Days of use

Monday Tuesday Wednesday

Thursday Friday Saturday

Sunday

Exclusion calendar

Copy Re-apply Save Delete Close

Link the appropriate divisions and customer groups to your template, and make sure you don't forget to activate the template checkbox.

In addition, create your article and generate your unique codes as in section 3 "Creating unique discount codes".

5.2.2 Use on POS

Create the order in the checkout. In the payment screen, choose the Discount code button. There, scan or type in the manual code.

TRAINER_UK
Tamara

Sales

POS sales 13,03 €

Discount 0,00 € To be paid 13,03 €

Payments

VISA 13,03 €

Open balance 0,00 € To be returned 0,00 € Cash

POS: discount code

Please, scan the discount code

Discount code 4236503068886194

Overview sale

Description	Price	Coupon	Discount
3D BOOKMARK	2,99	0,00	
3D POSTCARD / GREETING CARD	0,99	0,00	
POSTCARD EXHIBITION	0,60	0,00	
POSTCARD PANORAMIC	0,95	0,00	
3D BOOKMARK CARD	1,50	0,00	
Side salad	2,00	0,00	
Staff Meal	4,00	0,00	
TOTAL	13,03	0,00	

Balance e-purse: 0,00 €
Spending credit balance: 0,00 €
Total visitors: 00000

The code is applied to the transaction and distributed over the content.

POS: discount code x

Please, scan the discount code

Discount code

Overview sale

All sales lines All discount lines

Description	Price	Coupon	Discount
3D BOOKMARK	2,99	4236503068886194	0,60
3 D POSTCARD/ GREETING CARD	0,99	4236503068886194	0,20
POSTCARD EXHIBITION	0,60	4236503068886194	0,12
POSTCARD PANORAMIC	0,95	4236503068886194	0,19
3 D BOOKMARK CARD	1,50	4236503068886194	0,30
Side salad	2,00	4236503068886194	0,40
Staff Meal	4,00	4236503068886194	0,80
Σ	13,03		2,61

✓

↑

✗

✗

↓

5.2.3 Use in the web shop

The customer prepares the order online. In the shopping basket, the discount code can be entered by the customer and the discount is applied to the order.

Shopping cart



Visit the view from Gantner 1

Date: 06/06/2023, time: 10:00, number of cards: 2

	€ 19.00	€ 19.00	✗
2 Adult	€ 12.00		
1 English Guidebook	€ 3.00		
2 Bottled Juice Drink	€ 4.00		

Ice coffee	Quantity: <input style="width: 40px; text-align: center;" type="text" value="2"/>	€ 4.00	€ 8.00	✗
Nice ice coffee for a hot day!				

	Subtotal	€ 27.00
	Extra discount via code(s)	-€ 5.40
	Total	€ 21.60

- Enter discount code

4236503074511272

Cancel
Apply

5.2.4 Extra

The discount code article linked to the template can also be linked to another article (arrangement) or can be sold separately at a price or for free via the checkout or the web shop. This makes it possible for a unique code to be created and printed directly for the customer when selling the article.

A composite article is sold via the checkout where the discount code was linked:

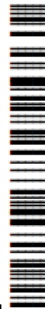
Article	Quantity	Price	Icon
Magic box	x1,00	€24,80	📄
20% action on transaction	x1,00	€0,00	📄
Ice coffee	x2,00	€8,00	🗑️
Bowl of Chips	x2,00	€4,00	🗑️
Sausage Roll	x2,00	€4,00	🗑️
Side salad	x2,00	€4,00	🗑️
ART POSTCARDS	x2,00	€4,80	📄

At checkout, a unique discount code is created and printed via the printer:

Unique codes template

Kassaverkopen

Validity: 5-6-2023 00:00:00 - 4-8-2023 00:00:00



Friends' pass: 4236483604521696

There is no need to have already generated codes, the system automatically generates them at the time of sale. You can also consult this each time at discount code / voucher overview.

Overview discount code/voucher series

Number	Print date	Article code	Article description	Valid from	Valid till	Valid in	Customer	Remark
20	5-6-2023 08:48:43	DIS-0004	20% action on transaction			Gantner, Gantner EN, Gantner FR, Gantner Webshop	Kassaverkopen	
21	5-6-2023 08:49:11	DIS-0004	20% action on transaction			Gantner, Gantner EN, Gantner FR, Gantner Webshop	Kassaverkopen	
19		DIS-0004	20% action on transaction			Gantner, Gantner EN, Gantner FR, Gantner Webshop	België Gantner	

This also works online. In this case, it is strongly recommended to activate the history settings in the web shop manager.

General - Settings

Users Technical setti... E-mail notifica... User fields General conditi... Messages Extra **Coupons**

General Settings

- Discount codes active
- Giftcards active
- Vouchers active
- Tesco Active
- Incert Active
- Visualise discount codes by default
- Maximal number of discount codes
- Activate Uitpas functionality

History Settings

- Show coupons in history
- Show customer
- Show salesnumber
- Enable Search
- Show gift vouchers in history
- Show available minutes

SAVE

The customer can then check for their unique code via their own profile.

History and overviews

My coupons

Search term Purchase date From To

SEARCH

Valid coupon Non-valid coupon

CODE	SALES NUMBER	DESCRIPTION	CUSTOMER	CREATION DATE	VALID FROM	VALID TILL	PURCHASE DATE	NUMBER OF TIMES USED	AVAILABLE MINUTES
 3725223242437154	519	Special action	Julie Van Massenhove	21-10-2021	-	-	21/10/2021	1	540

Remember to attach the e-template for the discount code to the discount code article (tab 'Web'), ensuring that it is then sent along with the order via email or can be reprinted via the profile.

E-ticket templates

E-ticket template

Discount code ticket template

Consumption/gift voucher

Example:


Unique discount code 20% transaction

Novaturient School
- NR30 1EA 22 Euston Road, Great Yarmouth

Purchase date: maandag 5 juni 2023 08:49
Validity: maandag 5 juni 2023 - zondag 2 juli 2023

Internal remark

4236509410551707



4236509410551707

5.3 EXAMPLE OF PROMOTION DISCOUNT CODE

5.3.1 Settings

For example, we want to create a discount code BUBBLE2023 where customers get 50% off the total order, when purchasing tickets for an exhibition.

Modify discount code - Bubble action 2023

General | Divisions | Customer groups | Use | Translations | Finances | Logging

Series: []

Details

Type: Promotion | Creation date: maandag 5 juni 2023

Code: BUBBLE2023 | Template: | Active: | Value: 0

Description: Bubble action 2023

Remark: remarks internal

Promotion rule: promotion | Bubble promotion

Settings

Applicability: Transaction | Discount: 0 | £ | Discount amount per product

Round off discount: 2 decimal numbers

Max. usages: 500

Max. usages per customer: 0

Max. per sale: 0

Times per product: 0

Sales channel: []

Unique per sale | Only for presale

Validity

From date: [] | Till date: []

From: 00:00 | Till: 23:59

Day: []

Credits

Minimum credits: 0 | Credits per use: 0

Days of use

Monday | Tuesday | Wednesday
 Thursday | Friday | Saturday
 Sunday

Exclusion calendar: []

Copy | Save | Delete | Close

33

Only code, description and promotion line are required to be filled in. You can define the number of times to use it as well as the max. usages per customer option.

All other options such as application time and how it is applied are determined via the promotion rule that you link.

Modify promotion rule - Bubble promotion

Details | Point of sale | Logging

Activate rule

Code: Bubble promotion | Promotion rule is linked to a discount code

Description: Bubble promotion

Valid from: donderdag 1 juni 2023 | till: donderdag 31 augustus 2023

Priority: 7

Combinable:

Type: Exhibition

Condition

[ExpositionDescription] Like 'ganther' And [TotalAmount] >= 20,0m

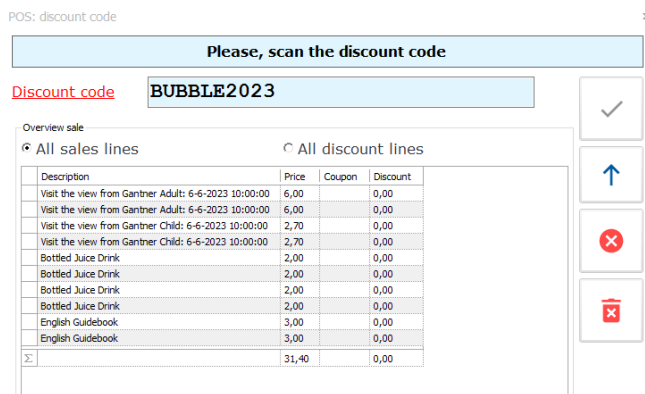
Actions

Description	Applicability type	Message before adding item	Discount type	Discount amount	Discount percentage	Fixed amount	Per (x) articles	Pay (x) articles	Priority	B
Bubble	All		Percentage	0,00	50,00	0,00	0	0	1	B

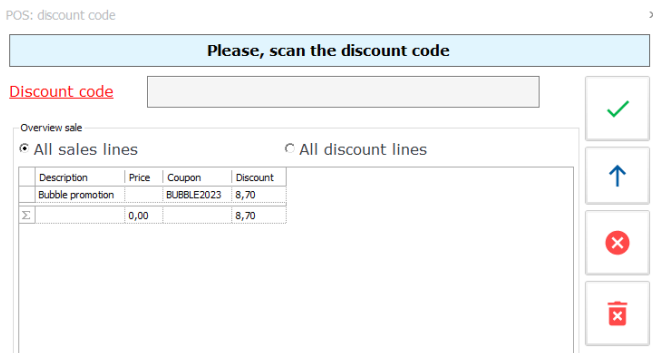
Copy | Save | Delete | Close

5.3.2 Use on POS

Create the order in the checkout. On the payment screen, choose the Discount code button, and type in the manual code.



The discount is applied to the order.



5.3.3 Use on the web shop

The customer prepares the order online. Once everything is added to the shopping basket, the discount code can be entered by the customer and the discount is applied to the order.

Shopping cart



Visit the view from Gantner 1

Date: 06/06/2023, time: 10:00, number of cards: 6

2 Adult	€ 12.00			
2 Child	€ 5.40	€ 39.60	€ 39.60	X
2 Senior	€ 8.20			
2 English Guidebook	€ 6.00			
4 Bottled Juice Drink	€ 8.00			

Subtotal	€ 39.60
Extra discount via code(s)	-€ 12.80
Total	€ 26.80

- Enter discount code

BUBBLE2023

Cancel

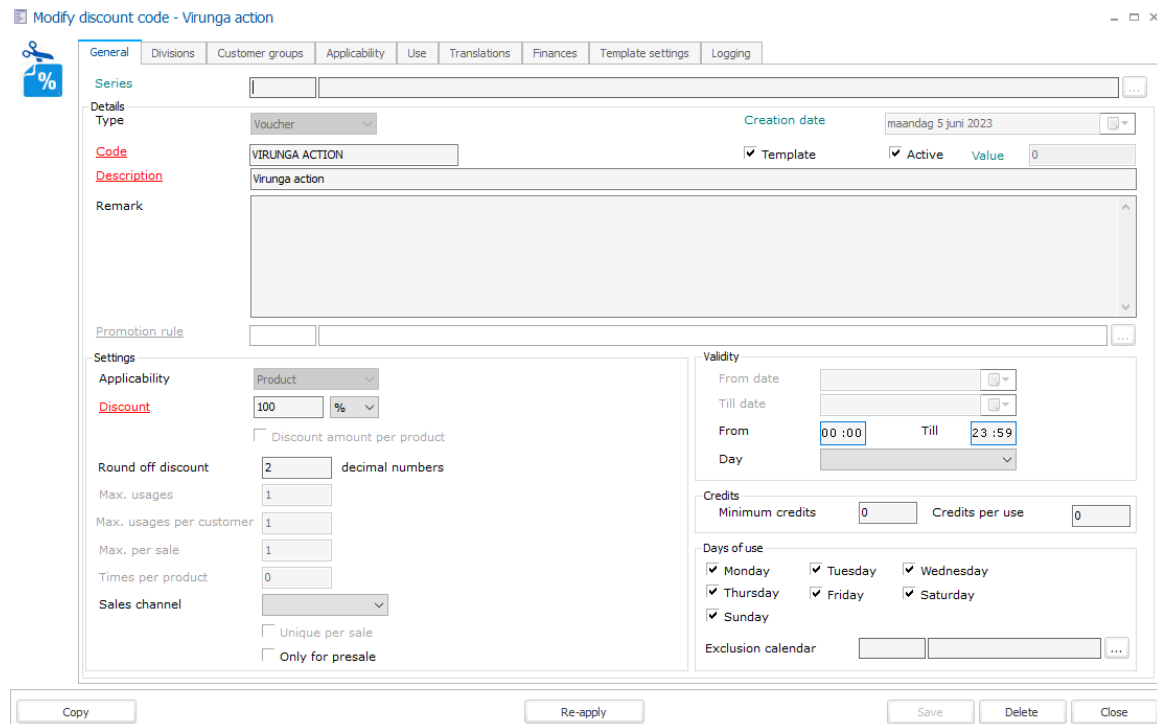
Apply

5.4 VOUCHER EXAMPLE

5.4.1 Settings

When purchasing an exhibition ticket, the customer gets the free option of the article 'Virunga actions' which will give them a voucher entitling them to purchase one free Virunga article.

Create the template first and make sure to check the template checkbox.

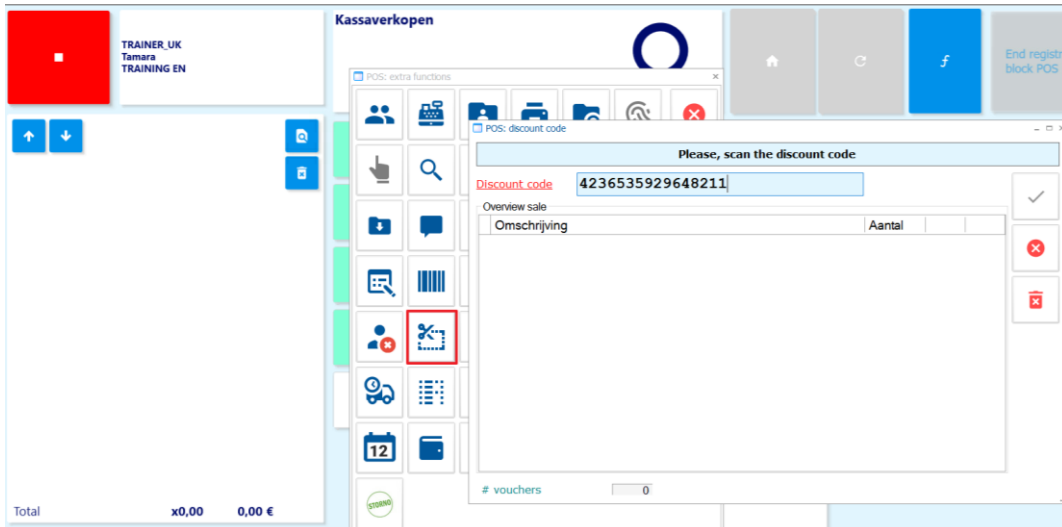


Link the relevant divisions and the customer groups, and under 'Applicability' select the articles the customer will get to choose from.

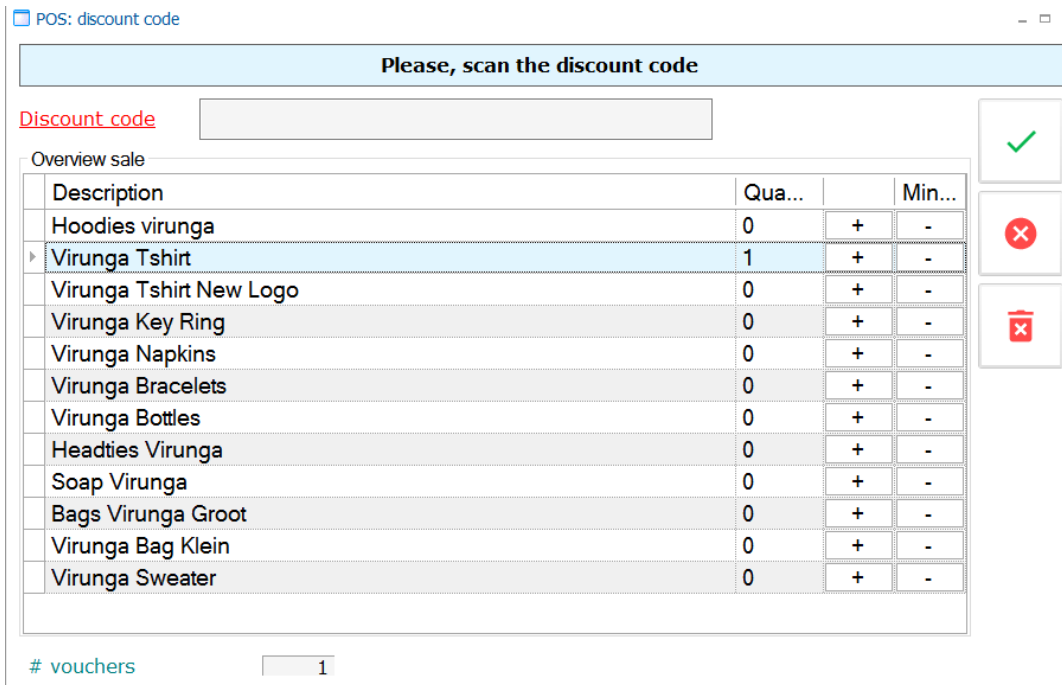
Then create a discount code for the Virunga action article that will be sold along with the exhibition as an optional article for free. The template is linked to that same discount code article.

5.4.2 Use on POS

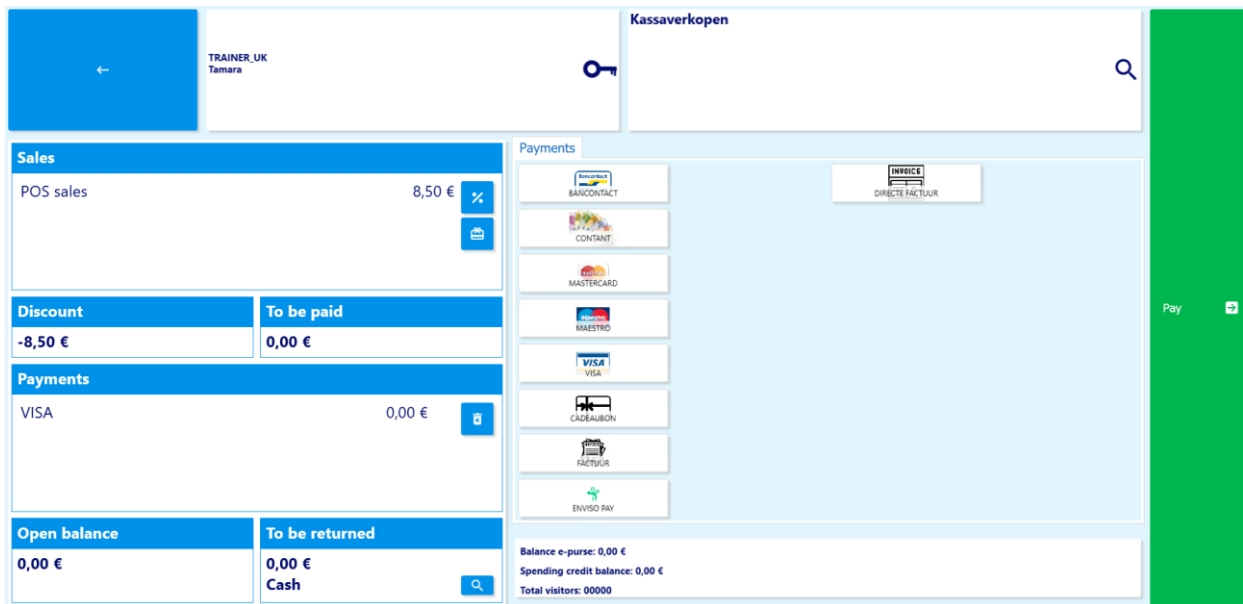
Go to the extra features: enter voucher, which will result in a pop-up where you can enter or scan your voucher.



Choose the article you want to give the customer for free.



The order will appear in the checkout, only on the payment screen will the discount be settled.



Or you can also simply tap the article and click on discount code via the payment screen, enter the voucher code, and the discount is applied in one go.

5.4.3 Use on the web shop

In this example, we are working with a stock article. For tickets and memberships, customers go to the 'Voucher' tab in the web shop, and enter their voucher code there to get a free article. However, the feature is different for a stock article versus ticket sales or article without a specific type.

For a stock article, the voucher can only work if you place the article in the shopping basket.

Shopping cart

Shopping cart → Log in → Pay → Confirmation

Bags Virunga big	Quantity: 1	€ 15.00	€ 15.00	×
		Subtotal	€ 15.00	
		Extra discount via code(s)	-€ 15.00	
		Total	€ 0.00	

- Enter discount code

Cancel

Don't forget that under the tab 'Web' (on the article), you tick the option "Show within vouchers".

Article card - Bags Virunga Groot

Logging	Barcodes	Translations	Web	Self-service kiosk	Attachments	Validation when sold	UITPAS	Allowed			
Details	Finances	Types	POS	Tickets	Active periods	Selling prices	Components	Stock	Options	Units	...
General	Images	QR code webshop									

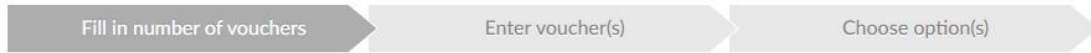
Sales limits Max. sales <input type="text" value="0"/>	Membership New membership <input type="checkbox"/> Show on web module Memb Module <input checked="" type="radio"/> Membership <input type="radio"/> E-Ti From <input type="text"/> Till <input type="text"/> Extra article <input type="text"/> <input type="checkbox"/> Do not charge article <input checked="" type="checkbox"/> Allow several sales <input type="checkbox"/> Allow to link several person: <input checked="" type="checkbox"/> Accumulate memberships Renew membership <input type="checkbox"/> Show on web module Memb
General <input checked="" type="checkbox"/> Show on web module Webshop From <input type="text"/> <input type="text"/> : <input type="text"/> : <input type="text"/> Till <input type="text"/> <input type="text"/> : <input type="text"/> : <input type="text"/> <input checked="" type="checkbox"/> Show within vouchers <input type="checkbox"/> Allow price modifications	
Rental <input type="checkbox"/> Show on the website rental From <input type="text"/> <input type="text"/> : <input type="text"/> : <input type="text"/> Till <input type="text"/> <input type="text"/> : <input type="text"/> : <input type="text"/>	
Facility bookings	

If you create a voucher for exhibitions, it is possible to redeem it via the 'Vouchers' tab. The customer then chooses how many vouchers to enter.



Vouchers

If you have one or several vouchers, you can exchange them here. Fill in the number of vouchers you want to use below.



Number of vouchers

ENTER VOUCHER(S)

The customer enters the voucher code:



Vouchers

Fill in your voucher code(s) below to exchange them.



Voucher code 1

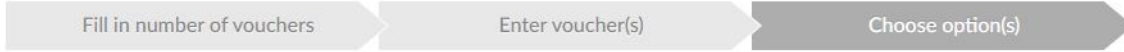
PREVIOUS

EXCHANGE VOUCHER(S)

And then chooses what they would like a free ticket for:

Vouchers

Choose the option(s) from the possibilities below for which you want to exchange your voucher(s).



OMSCHRIJVING	AANTAL
Hundertwasser Adult	0
Visit the view from Gantner 1 Adult	0

Number of vouchers: 1

PREVIOUS

The system automatically continues the flow of choosing the right time slot and completing the purchase of this ticket. Therefore, the same tickets cannot be paid for directly.

NOTE: Do not forget to indicate, for example, for the exhibition, this option may be used within the vouchers.

Modify exhibition - Visit the view from Gantner

General Periods Prices Logging Articles Translations Target groups Various Counters Info Web Allowed division

Show on Website

Show from [] [] 00 : 00 till [] [] 00 : 00

Exclude from overview

Show on the website within vouchers

Advance system per Web [] [] []

Max. website 15

Max. tickets per web sale 8

Final registration date Web 0 days 1 hours before

Use target group selection

Ask language on website

Link membership to existing card

Possible languages

<input checked="" type="checkbox"/>	Code	Description	Last sync.	Last update	UITdatabank Event Detail ...	Language code	Blocked
<input checked="" type="checkbox"/>	CH	Zwitserland		23-6-2010 16:07:20			<input type="checkbox"/>
<input checked="" type="checkbox"/>	DU	Duits		5-8-2022 08:36:07	de	de	<input type="checkbox"/>
<input checked="" type="checkbox"/>	EN	English		5-8-2022 08:36:15	en	en	<input type="checkbox"/>

This option should also be activated for the price article linked to the exhibition.

Modify exhibition - Visit the view from Gantner

Code	Article group	Description	Ticket description	VAT	VAT ind.	Account	Calculati...	Curr...	Calculation type	Booking cost
T12-0006	T12	Adult	Adult	6	<input checked="" type="checkbox"/>	700000	X QUAN...	6,00	Price x Number	0,00
T12-0007	T12									
T12-0008	T12									
T12-0009	T12									
T12-0010	T12									
ADM-0036	ADM									

Exhibition rate

General Presale discounts Extra information

Details

Exhibition: VS-GN-21 Visit the view from Gantner

Article: T12-0006 Adult

Booking cost: 0,00 Min. required: 0 Max. allowed: 0

Guides needed

Show on website

Show on the website within vouchers

Mandatory to buy at least the minimum quantity (web)

Ask names

UiTPAS chance tariff mandatory

Only allowed in combi exhibitions

Link membership to existing card

Save Delete Close

5.4.4 Extra

Again, as in the case of unique discount codes, it is possible to generate unique codes and export them to an external party. (Section 3 Unique discount codes)