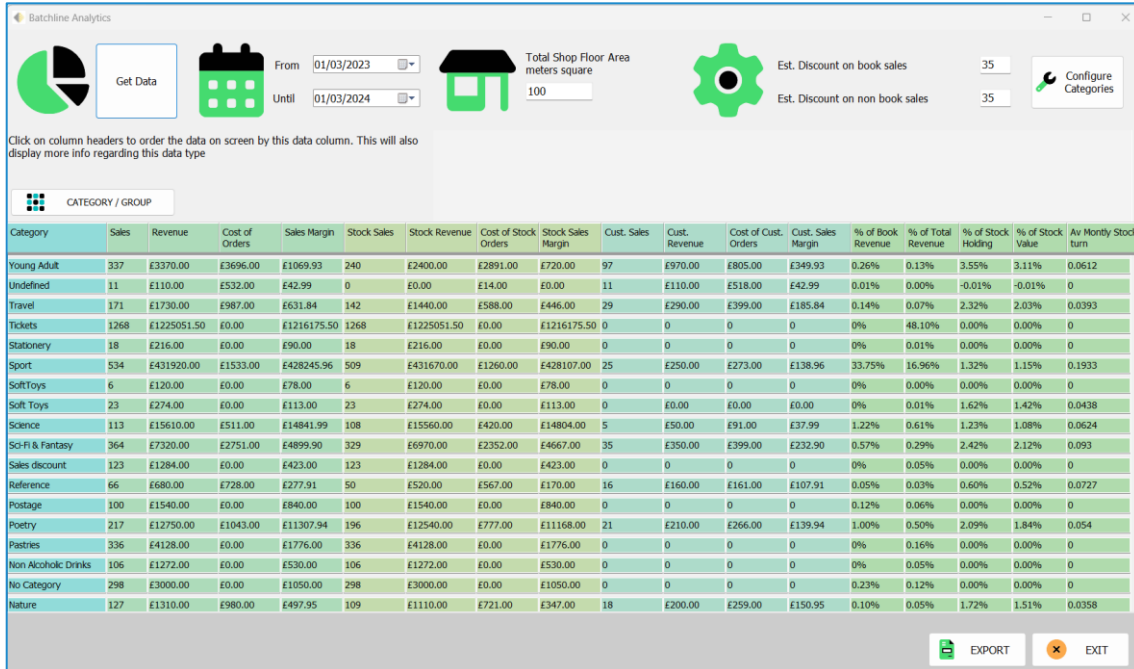


## BatchLine version 5.1 Highlights

1. BatchLine Analytics
2. Copy Any Grid Direct to MS Excel
3. Flag Item as Core Stock from Sales
4. Interception of customer orders - No slip sale
5. Email Receipts from Open Bravo
6. Paste EANs/ISBNs into Open Bravo Sales Screen
7. Goods In Discrepancy Check Before Processing
8. New BatchLine Update Button in Maintenance
9. Stock Price Update
10. New Standard Customer Invoice Form

### 1. BatchLine Analytics

This new tool provides in-depth analysis of BatchLine and Open Bravo categories as well as generic categories such as Adult and Childrens. In addition, users can produce BA BAseline data by using the Export button. The tool is available via a new icon on the desktop called **BatchLine Analytics**.



The screenshot shows the BatchLine Analytics application window. At the top, there are several controls: a 'Get Data' button, date pickers for 'From' (01/03/2023) and 'Until' (01/03/2024), a 'Total Shop Floor Area' input field (100 meters square), and a gear icon for 'Configure Categories'. Below these are two sliders for 'Est. Discount on book sales' (35) and 'Est. Discount on non book sales' (35). A small text box explains that clicking on column headers will order the data and display more info. Below this is a 'CATEGORY / GROUP' dropdown menu. The main part of the window is a data grid with the following columns: Category, Sales, Revenue, Cost of Orders, Sales Margin, Stock Sales, Stock Revenue, Cost of Stock Orders, Stock Sales Margin, Cust. Sales, Cust. Revenue, Cost of Cust. Orders, Cust. Sales Margin, % of Book Revenue, % of Total Revenue, % of Stock Holding, % of Stock Value, and Av Monthly Stock turn. The grid contains data for various categories like Young Adult, Undefined, Travel, Tickets, Stationery, Sport, SoftToys, Soft Toys, Science, Sci-Fi & Fantasy, Sales discount, Reference, Postage, Poetry, Pastres, Non Alcoholic Drinks, No Category, and Nature.

Category	Sales	Revenue	Cost of Orders	Sales Margin	Stock Sales	Stock Revenue	Cost of Stock Orders	Stock Sales Margin	Cust. Sales	Cust. Revenue	Cost of Cust. Orders	Cust. Sales Margin	% of Book Revenue	% of Total Revenue	% of Stock Holding	% of Stock Value	Av Monthly Stock turn
Young Adult	337	£3370.00	£3696.00	£1069.93	240	£2400.00	£2891.00	£720.00	97	£970.00	£805.00	£349.93	0.26%	0.13%	3.55%	3.11%	0.0612
Undefined	11	£110.00	£532.00	£42.99	0	£0.00	£14.00	£0.00	11	£110.00	£518.00	£42.99	0.01%	0.00%	-0.01%	-0.01%	0
Travel	171	£1730.00	£987.00	£631.84	142	£1440.00	£588.00	£446.00	29	£290.00	£399.00	£185.84	0.14%	0.07%	2.32%	2.03%	0.0393
Tickets	1268	£1225051.50	£0.00	£1216175.50	1268	£1225051.50	£0.00	£1216175.50	0	£0	£0	£0	0%	48.10%	0.00%	0.00%	0
Stationery	18	£216.00	£0.00	£90.00	18	£216.00	£0.00	£90.00	0	£0	£0	£0	0%	0.01%	0.00%	0.00%	0
Sport	534	£431920.00	£1533.00	£428245.96	509	£431670.00	£1260.00	£428107.00	25	£250.00	£273.00	£138.96	33.75%	16.96%	1.32%	1.15%	0.1933
SoftToys	6	£120.00	£0.00	£78.00	6	£120.00	£0.00	£78.00	0	£0	£0	£0	0%	0.00%	0.00%	0.00%	0
Soft Toys	23	£274.00	£0.00	£113.00	23	£274.00	£0.00	£113.00	0	£0.00	£0.00	£0.00	0%	0.01%	1.62%	1.42%	0.0438
Science	113	£15610.00	£511.00	£14841.99	108	£15560.00	£420.00	£14804.00	5	£50.00	£91.00	£37.99	1.22%	0.61%	1.23%	1.08%	0.0624
Sci-Fi & Fantasy	364	£7320.00	£2751.00	£4899.90	329	£6970.00	£2352.00	£4667.00	35	£350.00	£399.00	£232.90	0.57%	0.29%	2.42%	2.12%	0.093
Sales discount	123	£1284.00	£0.00	£423.00	123	£1284.00	£0.00	£423.00	0	£0	£0	£0	0%	0.05%	0.00%	0.00%	0
Reference	66	£680.00	£728.00	£277.91	50	£520.00	£567.00	£170.00	16	£160.00	£161.00	£107.91	0.05%	0.03%	0.60%	0.52%	0.0727
Postage	100	£1540.00	£0.00	£840.00	100	£1540.00	£0.00	£840.00	0	£0	£0	£0	0%	0.12%	0.06%	0.00%	0.00%
Poetry	217	£12750.00	£1043.00	£11307.94	196	£12540.00	£777.00	£11168.00	21	£210.00	£266.00	£139.94	1.00%	0.50%	2.09%	1.84%	0.054
Pastres	336	£4128.00	£0.00	£1776.00	336	£4128.00	£0.00	£1776.00	0	£0	£0	£0	0%	0.16%	0.00%	0.00%	0
Non Alcoholic Drinks	106	£1272.00	£0.00	£530.00	106	£1272.00	£0.00	£530.00	0	£0	£0	£0	0%	0.05%	0.00%	0.00%	0
No Category	298	£3000.00	£0.00	£1050.00	298	£3000.00	£0.00	£1050.00	0	£0	£0	£0	0.23%	0.12%	0.00%	0.00%	0
Nature	127	£1310.00	£980.00	£497.95	109	£1110.00	£721.00	£347.00	18	£200.00	£259.00	£150.95	0.10%	0.05%	1.72%	1.51%	0.0358

To use:

- Enter a From and Until date. By default this will be the last full calendar year.
- Total shop area in square meters. This can be either an accurate figure or an estimate.

- Estimated discount for book sales.
- Estimated discount for non book sales.
- Click on Get Data to populate.

Further options:

- Configure Categories. A three-step process of first identifying categories as:
  - Book / Non Book
  - Adult / Childrens
  - Baseline Classification: New Books, Ticket Sales, Toys & Games etc

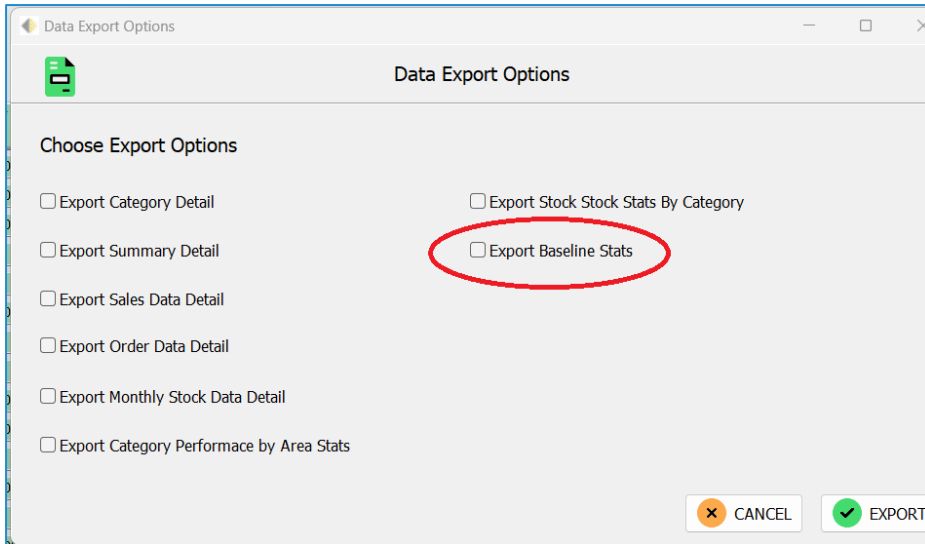
Category Classifications				
Shop Category	Book / Non Book	Adult / Childrens	Baseline Classification	Est. Perc. of Shop Area
Science	Book	Adult	New Books	5.00
History etc	Book	Adult	New Books	2.27
Nature	Book	Adult	New Books	2.27
Travel	Book	Adult	New Books	2.27
Young Adult	Book	Childrens	New Books	2.27
Cookery	Book	Adult	New Books	2.27
Fiction Hardback	Book	Adult	New Books	2.27
Childrens Gift	Book	Childrens	New Books	2.27
Children 0 to 6	Book	Childrens	New Books	2.27
Adult Gifts	Non Book	Adult	Toys and Games	2.27
Humour	Book	Adult	New Books	2.27
Poetry	Book	Adult	New Books	2.27
Children Non-Fiction	Book	Childrens	New Books	2.27
Undefined	Book	Adult	New Books	2.27
Gardening	Book	Adult	New Books	2.27

  - Batchline Category   
   - Openbravo Category

Percentage of shop accounted for   Finished

## Exporting

Finally, the data produced can be exported to one or more spreadsheets with a specific BA Baseline option to extract data required for the annual BA Baseline survey:



## 2. Copy any grid directly to MS Excel

Simply right click on any grid and select 'Make Excel Doc'.

### In BatchLine:

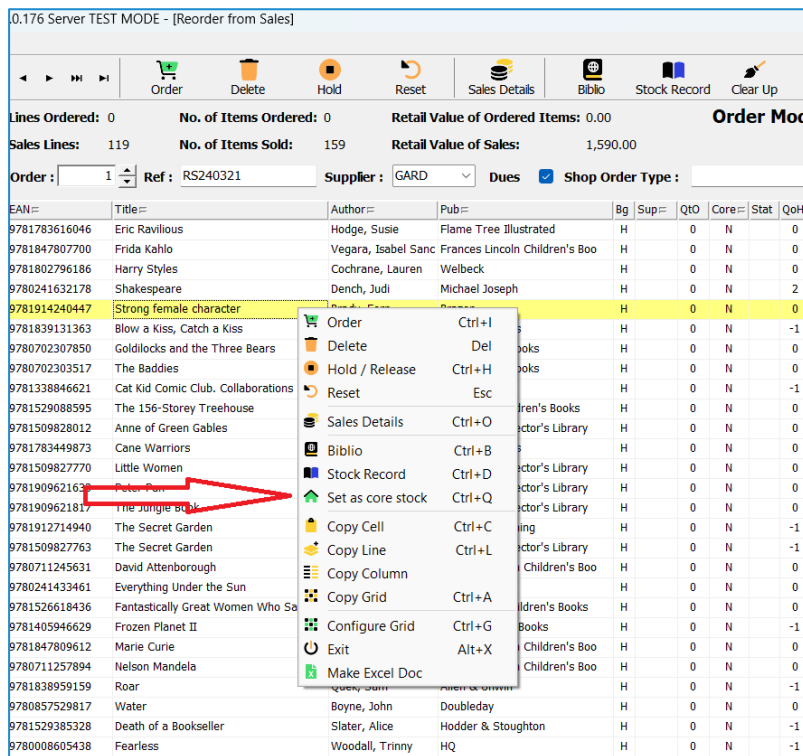
ID	EAN	Title	Author	Pub	Bg	Sup	QTO	Core	Stat	QoH	C	SQAD	QoO	Gard	Gard Disc	RRP	Cost	ST	SY	SW	SM	S
49722	9781783616046	Eric Ravilious	Hodge, Susie	Flame Tree Illustrated	H		0	N	0	0	0	0	0	5	35.00	10.00	7.00	0	0	0	1	
49721	9781847807700	Frida Kahlo	Vegara, Isabel Sanc	Frances Lincoln Children's Boo	H		0	N	0	0	0	0	0	99	49.00	10.00	7.00	0	0	0	1	
49720	9781802796186	Harry Styles	Cochrane, Lauren	Welbeck	H		0	N	0	0	0	0	0	15	35.00	10.00	7.00	0	0	0	1	
49719	9780241632178	Shakespeare	Dench, Judi	Michael Joseph	H		0	N	2	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49718	9781914240447	Strong female character	Brady, Fern	Brazen	H		0	N	0	0	0	0	0	82	35.00	10.00	7.00	0	0	0	1	
49717	9781839131363	Blow a Kiss, Catch a Kiss	Coelho, Joseph	Andersen Press	H		0	N	-1	0	0	0	0	25	35.00	10.00	7.00	0	0	0	1	
49716	9780702307850	Goldilocks and the Three Bears	Scheffler, Axel	Alison Green Books	H		0	N	0	0	0	1	0	15	35.00	10.00	7.00	0	0	0	1	
49715	9780702303517	The Baddies	Donaldson, Julia	Alison Green Books	H		0	N	0	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49714	9781338846621	Cat Kid Comic Club. Collaborations	Pilkey, Dav	Scholastic	H		0	N	-1	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49713	9781529088595	The 156-Storey Treehouse	Griffiths, Andy	Macmillan Children's Books	H		0	N	0	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49712	9781509828012	Anne of Green Gables	Montgomery, L. M.	Macmillan Collector's Library	H		0	N	0	0	0	0	0	9	35.00	10.00	7.00	0	0	0	1	
49711	9781783449873	Cane Warriors	Wheatle, Alex	Andersen Press	H		0	N	0	0	0	0	0	0	35.00	10.00	7.00	0	0	0	1	
49710	9781509827220	Little Women	Alcott, Louisa May	Macmillan Collector's Library	H		0	N	0	0	0	0	0	50	50.00	10.00	7.00	0	0	0	1	

### Excel and other open format spreadsheets:

ID	EAN	Title	Author	Pub	Bg	Sup	QTO	Core	Stat	QoH	C	SQAD	QoO	Gard	Gard Disc	RRP	Cost	ST	SY	SW	SM	S
49722	9781783616046	Eric Ravilious	Hodge, Susie	Flame Tree Illustrated	H		0	N	0	0	0	0	0	5	35.00	10.00	7.00	0	0	0	1	
49721	9781847807700	Frida Kahlo	Vegara, Isabel Sanchez	Frances Lincoln Children's Boo	H		0	N	0	0	0	0	0	99	49.00	10.00	7.00	0	0	0	1	
49720	9781802796186	Harry Styles	Cochrane, Lauren	Welbeck	H		0	N	0	0	0	0	0	15	35.00	10.00	7.00	0	0	0	1	
49719	9780241632178	Shakespeare	Dench, Judi	Michael Joseph	H		0	N	2	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49718	9781914240447	Strong female character	Brady, Fern	Brazen	H		0	N	0	0	0	0	0	82	35.00	10.00	7.00	0	0	0	1	
49717	9781839131363	Blow a Kiss, Catch a Kiss	Coelho, Joseph	Andersen Press	H		0	N	-1	0	0	0	0	25	35.00	10.00	7.00	0	0	0	1	
49716	9780702307850	Goldilocks and the Three Bears	Scheffler, Axel	Alison Green Books	H		0	N	0	0	0	1	0	15	35.00	10.00	7.00	0	0	0	1	
49715	9780702303517	The Baddies	Donaldson, Julia	Alison Green Books	H		0	N	0	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49714	9781338846621	Cat Kid Comic Club. Collaborations	Pilkey, Dav	Scholastic	H		0	N	-1	0	0	0	0	99	35.00	10.00	7.00	0	0	0	1	
49713	9781529088595	The 156-Storey Treehouse	Griffiths, Andy	Macmillan Children's Books	H		0	N	0	0	0	0	0	9	35.00	10.00	7.00	0	0	0	1	
49712	9781509828012	Anne of Green Gables	Montgomery, L. M.	Macmillan Collector's Library	H		0	N	0	0	0	0	0	0	35.00	10.00	7.00	0	0	0	1	

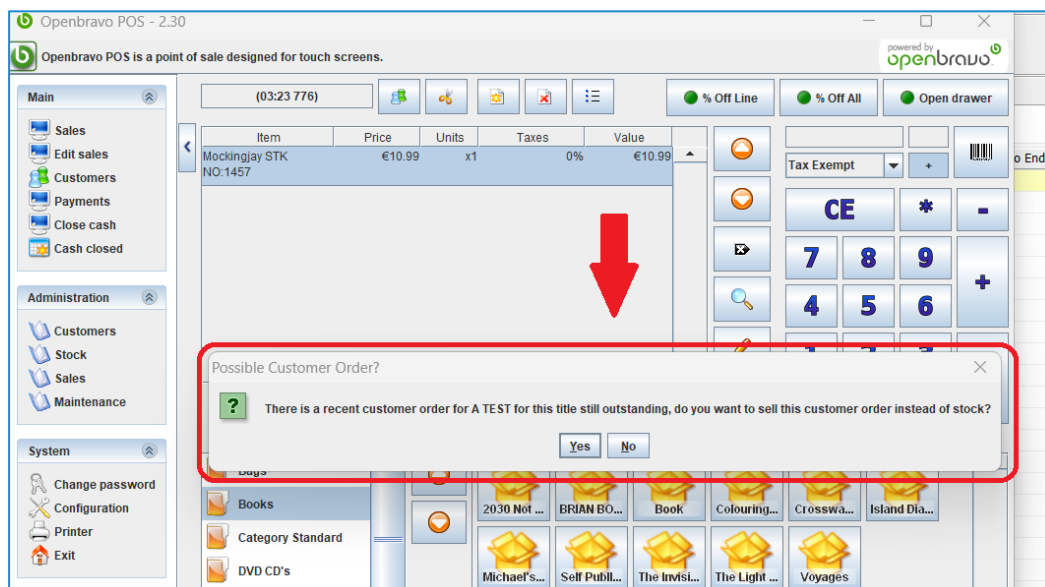
### 3. Flag any item as Core Stock from Sales

Right clicking on any line in Reorder From Sales provides a new one-click option of adding a title to a Core Stock listing.



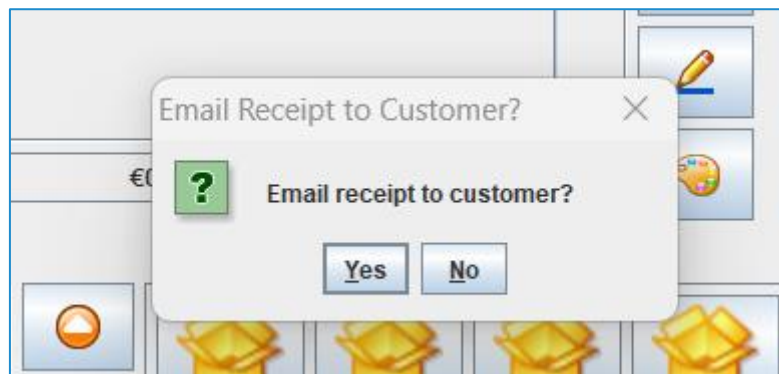
#### 4. Interception of Customer Orders – Selling a customer order as stock

A common mistake is to sell a customer order as stock. In this version of BatchLine we will alert the user if the title being sold is a probable customer order and give them the option to sell the item under the customer's name.



#### 5. Emailing a receipt

If at the end of a transaction the option to not print a receipt is taken, a prompt to email the customer the receipt is displayed:



A prompt is displayed for the email address and 'Press OK' to send. The result is an email as below:

<b>Receipt</b>				
Receipt No: 24488				
Date: 22/02/2024 15:48				
From				
<b>Batch Ireland</b>				
Radisson Blu Hotel				
Dublin Airport				
Corballis				
Co Mayo				
Dublin				
email martin.beach@batch.co.uk				
phone no. 00 353 87 12345				
vat reg: ie2973807ah				
Payment Name	Amount			
Cash	€5.00			
Product	Subtotal	Units	Vat	Total
Colouring Books	€5.00	1	€0.00	€5.00
		<input type="checkbox"/>		
			<b>Total Vat</b>	<b>€0.00</b>
			<b>Total</b>	<b>€5.00</b>

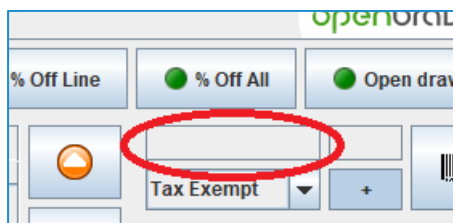
Email receipt requirements:

**System Configuration (Back Office, Maintenance)**

- Email tab: 'From Name', 'From Address' and 'Reply to Address' both completed with valid emails.
- Address Tab:
  - One or more address lines completed.
  - Post Code
  - Telephone
  - Email Address

## 6. Pasting EANs/ISBNs into Open Bravo

The continued problem of not being able to paste an EAN into the 'EAN' field in Open Bravo has now been solved. For example, if an EAN is copied from Title Search using right click and 'Copy Cell', it can now be pasted directly into Open Bravo:



To do this just 'right click' the mouse over the circled field and the EAN will be pasted in and added to the sales receipt as if it had been scanned.

## 7. Goods In Discrepancy Check

The existing version of BatchLine would only show discrepancies after the session had been processed. From version 5.1 onwards, if a discrepancy is apparent during the process, BatchLine will display the following form, which shows any lines that have not been scanned in red. Any items that have a different quantity to that on the supplier invoice will be highlighted orange. Pressing on any of the red, green or orange buttons along the bottom of the form will sort by that type. Pressing Exit gives the option either to continue to scan or to complete the session.

Ean#	Title	Goods-In Qty#	Inv Qty#	Difference#	Inv Id#	Order Line#	Order Ref#	Inv Ref#	Cust
9781472600417		0	1	-1	27	0		20220673	
9781472600479	GARDNERS JUNE SELE	0	1	-1	27	0		20220673	
9781472600561	GARDNERS CHILDREN	0	1	-1	27	0		20220673	
9781046460018	Mad about- bugs	0	1	-1	27	0		20220673	
9781454945628	Anne of Green Gables	0	1	-1	27	0		20220673	
9780241538203	Daughter of the deep	1	1	0	27	34425	ORDER6800	20220673	
9781789501063	Beautiful Birds Colourin	1	1	0	27	30593	ORDER6120	20220673	
9780241396988	Big shot	2	2	0	27	30671	ORDER6120	20220673	
9781838856250	A Tale for the Time Be	1	1	0	27	31754	ORDER6223	20220673	
9780099549482	To kill a mockingbird	1	1	0	27	36739	ORDER7425	20220673	
9780007458424	The hobbit, or, There	1	1	0	27	36740	ORDER7426	20220673	
9780062368607	I Contain Multitudes	1	1	0	27	36741	ORDER7427	20220673	
9780008579944	Spaceboy	1	1	0	27	36742	ORDER7428	20220673	
9780006386957	The Spanish Holocaust	1	1	0	27	36743	ORDER7429	20220673	
9780571295715	Lord of the files	1	1	0	27	33002	ORDER6528	20220673	
9780192783233	Sums	1	1	0	27	33085	ORDER6528	20220673	
9780241473665	You'll Be the Death of I	1	1	0	27	32120	ORDER6235	20220673	
9781788452922	Multiverse Mix-Up!	1	1	0	27	32199	ORDER6235	20220673	
9780099582649	Anne of Green Gables	1	1	0	27	36744	ORDER7430	20220673	
9780195002225	Love, Power and Justic	1	1	0	27	36745	ORDER7431	20220673	
9780141326139	Anne of Avonlea	1	1	0	27	36746	ORDER7432	20220673	
9780141373782	A Spoonful of Murder	1	1	0	27	36747	ORDER7433	20220673	
9780192778086	Isadora Moon and the	2	2	0	27	36748	ORDER7434	20220673	
9780241317068	First words	1	1	0	27	36749	ORDER7435	20220673	
9780241562291	Shark	1	1	0	27	36750	ORDER7436	20220673	

Titles missing or where goods-in quantity is less than expected. Click to order results

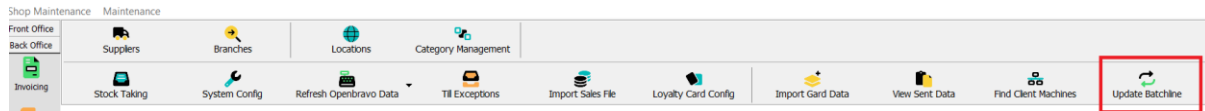
Titles where goods-in quantity is more than expected. Click to order results

Titles where goods-in quantity is correct

EXIT

## 8. New BatchLine update button in Maintenance

This new button offers a one-click solution to updating BatchLine and is only displayed on your server. You will still need to close BatchLine, Open Bravo and the Web Exporter on any other machines. Clicking on this button will shut down BatchLine on the server, download the new update and install the latest version. There is no longer any need to download from <https://www.batch.co.uk/batchone/>. Once complete, restart BatchLine on any other machines and they will automatically update to the new version.



## 9. Stock Price Update

If a difference is detected between Gardners RRP and the local 'Stock' rrp a prompt will appear as before but will now give you the option to change the VAT and Cost portions as well as RRP. Untick any portion that doesn't need to be updated and click 'Cancel' to cancel or 'Update' to update.

Stock Price Change
✕

### STG Stock Price Update

Source: P&A Data from Gardners Books Ltd

Do you want to update the price of ISBN: **9780563362494**  
 Title: **Delia's complete illustrated cookery course**

Current	New	select
RRP            STG 10.00	RRP            STG 20.00	<input checked="" type="checkbox"/>
Vat Portion    STG 5.00	Vat Portion    STG 0.00	<input checked="" type="checkbox"/>
Cost            STG 10.00	Cost            STG 20.00	<input checked="" type="checkbox"/>

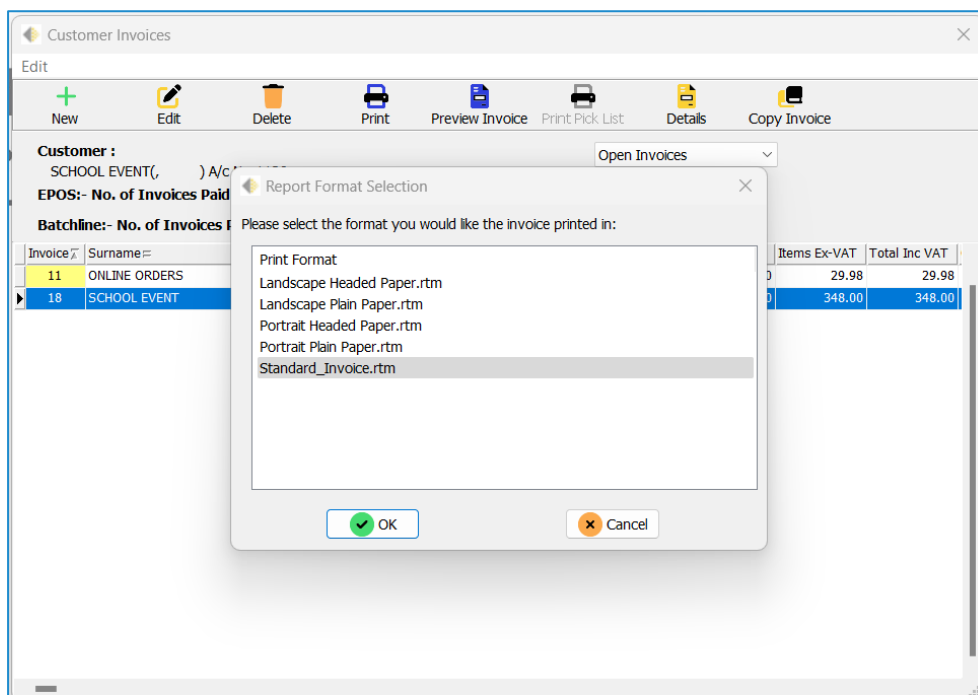
Click 'Update' to update selected values  
 Tick to always update prices during this session

✕
Cancel

✓
Update

## 11. New standard customer invoice form

A new proforma 'Standard Invoice' is available as a print and preview option in the Invoices module:



An example of this invoice:

(Draft)

**Batchline Baseline Demo**  
The Street, The Village  
Norwich, Norfolk  
NR1 5YH  
[Phone Number: 0161 572 1703 answer@testbookshop.co.uk](mailto:answer@testbookshop.co.uk)

THE SCHOOL  
The Address  
The Green  
Any Town  
AB1 23CV  
Account No: 2424

Invoice No: 61  
Invoice Date:

ISBN	Title	Price	Vat	Dscnt	Qty	Value
9781788007061	So You Think You've Got It Bad?: A Kid's Life	10.00	0.00	10%	1	9.00
9781788007122	Welcome to Our World	10.00	0.00	10%	1	9.00
9780857634269	The toilet ghost	10.00	0.00	10%	1	9.00
9781788006347	The Girl Who Stole an Elephant	10.00	0.00	10%	1	9.00
9781788004503	No ballet shoes in Syria	10.00	0.00	10%	1	9.00
9781788000338	Ella on the Outside	10.00	0.00	10%	1	9.00
9781788004497	So You Think You've Got It Bad?: A Kid's Life	10.00	0.00	10%	1	9.00

Total Vat: £0.00  
**Total Due: £63.00**

**Comments:**

VAT:                      Company Registration:                      5030671111111

[mail@batch.co.uk](mailto:mail@batch.co.uk) [www.batch.co.uk](http://www.batch.co.uk) MB/JR 21/3/2024