

GETTING STARTED WITH RUND OO · PRODUCTS

Finding Products Fast

Three ways to get an item onto the ticket, plus how to look one up without ringing a sale.

THREE WAYS TO ADD AN ITEM

1

Type

Whatever you remember of it.

Search for a product →
name, SKU, or barcode

2

Scan

Fastest. Same item again bumps
the count.

Click the box, then scan

3

Quantity first

One move for a big count.

Set the stepper, then Add

Look it up, don't ring it up

- 1 Click **Search** in the top-right of any screen.
- 2 Pick the product from the grouped results.
- 3 Open the **Inventory** tab for on hand and bin.

Two searches**In-sale vs header**

In-sale box matches barcode too. **Omni Search** up top covers customers, transactions, and products.

Scan something new? If Rundoo doesn't know the barcode yet, a quick-add box pops up without leaving the sale. If the barcode's in Rundoo's master library, the name and price fill themselves in.

Selling tinted paint? Add the tintable base, keep the toggle on **Search**, and type the color by name like "Simply White". Rundoo pulls it from your loaded color books.