ARCON SIPARIŞ PROGRAMINDA PROJEMIZI GÖREBILMEK İÇİN YAPILMASI GEREKENLER!!!

1) Bayi-mimar kodunuzun girilmiş olması gerekmektedir. Bunu kontrol etmek için;

a) Arcon'da <u>açık projemiz yokken</u>, "dosya" menüsünden "aç" diyoruz. Açılan "projeler" penceresinde, sipariş çekeceğimiz projenin "proje ID" başlığı altında, 10 rakamdan oluşan bayi kodumuz var mı yok mu kontrol ediyoruz.

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2) Müşteri bilgilerinin girilmiş olması ve bu bilgilerin projenize tanıtılmış olması gerekmektedir. Bunlar için;

a) Arcon Intelligent Gold bölümünden "K" tuşuna basıyoruz.



b) Açılan "Adres Seç" penceresinden "yeni adres" diyoruz. Yeni adres dediğimizde karşımıza müşteri numarası çıkacaktır, buna tamam diyoruz.



c) Açılan penceredeki bilgileri dolduruyoruz. Müşteri tanımı için yine müşteri adını ve varsa proje adını yazabilirsiniz. Özellikle buradaki iSiM1 ve SOYADI1 bölümlerini doldurmak <u>ZORUNDAYIZ</u>. Adres ve telefon bilgilerini de girdikten sonra tamam diyoruz.

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e) Girdiğimiz müşteri bilgilerini, projemize tanıtmak için, <u>projemiz açıkken</u> Arcon Intelligent Gold bölümünde "dosya" menüsünden "proje verileri"ne giriyoruz.

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f) Proje verileri penceresinin alt bölmesinden "projeye adres ekle" diyoruz.

g) Aşağıda açılan adres bölmesinin yanındaki kalem ikonuna basıp, açılan müşteri listesinden müşterimizi seçiyoruz ve "tamam" diyoruz.



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h) Bunu yaptıktan sonra projemizin adres bölümünde müşteri numarası belirecektir.

3) Proje statüsü "0 - yeni" olmalıdır. Bunun kontrolünü de şu şekilde yapıyoruz;

a) Arcon'da açık projemiz yokken, "dosya" menüsünden "aç" diyoruz. Açılan "projeler" penceresinde, sipariş çekeceğimiz projenin üzerinde sağ tıklayıp, "proje statüsü/açıklamayı değiştirin" seçiyoruz.

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b) Açılan pencerede, proje statüsünün "0 - yeni" olup, olmadığını kontrol ediyoruz.

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4) Projemizi siparişe yollarken Arcon'da projenin açık <u>OLMADIĞINDAN</u> emin olalım. Projemiz açıksa, kullanımdaysa sipariş programı projemizi görmez.

Teşekkür ederiz...