

Innehållsförteckning

1. Ändra moms på försäljningsgrupp i TrueCLOUD
2. Massändra moms i TruePOS

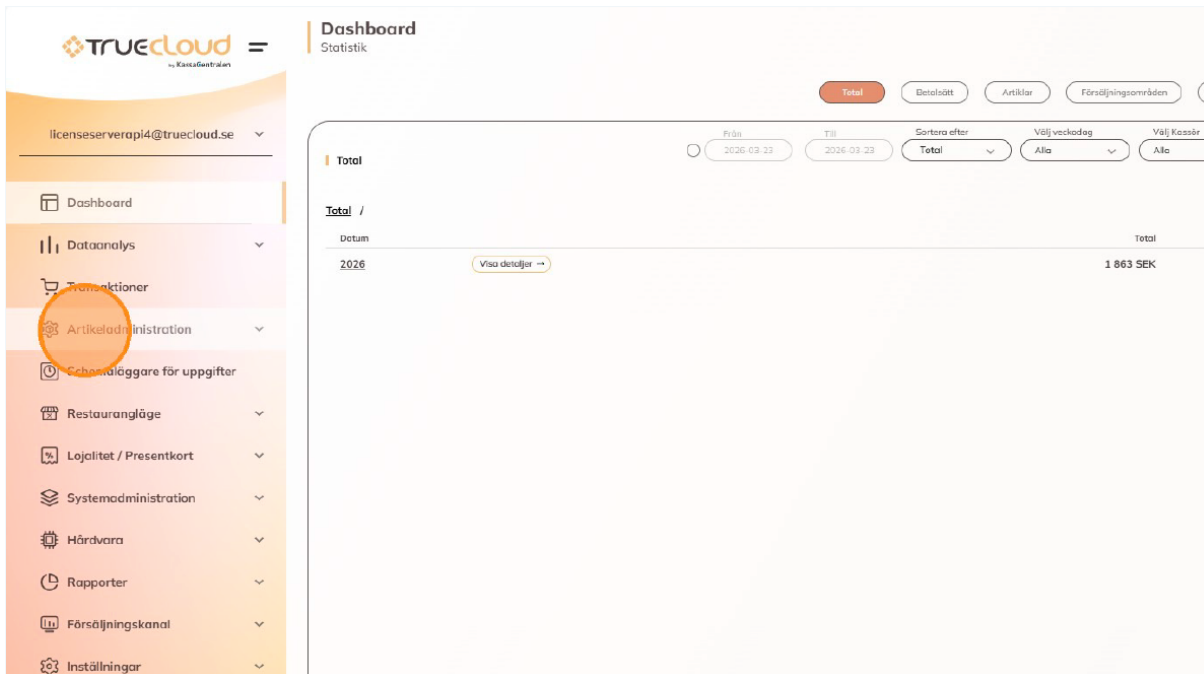
OBS!

Tänk på att ändringarna sker i realtid, så vänta tills den 1 april.

GUIDE FÖR PROGRAMMERING I TRUECLOUD

Ändra moms på försäljningsgrupp i TrueCLOUD

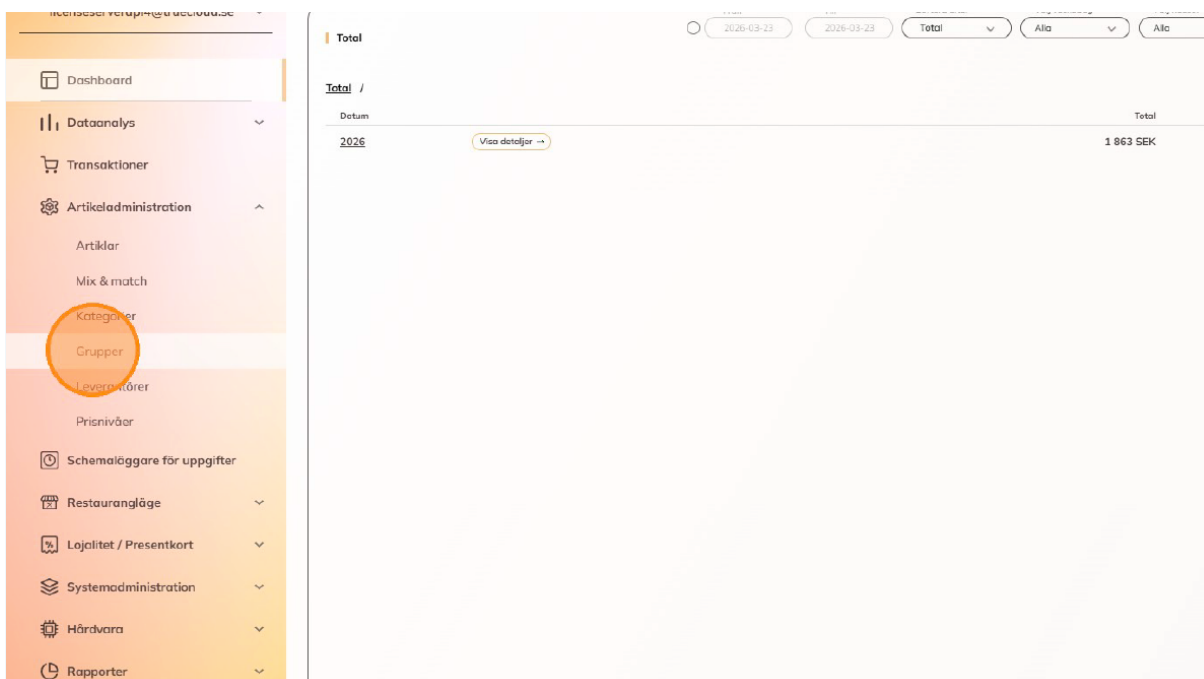
1. Klicka på "Artikeladministration"



The screenshot shows the TrueCloud dashboard interface. On the left sidebar, the 'Artikeladministration' menu item is highlighted with a red circle. The main content area displays a 'Total' summary table for the period 2026-03-23 to 2026-03-23, showing a total of 1 863 SEK. The table has columns for 'Datum' and 'Total'.

Datum	Total
2026	1 863 SEK

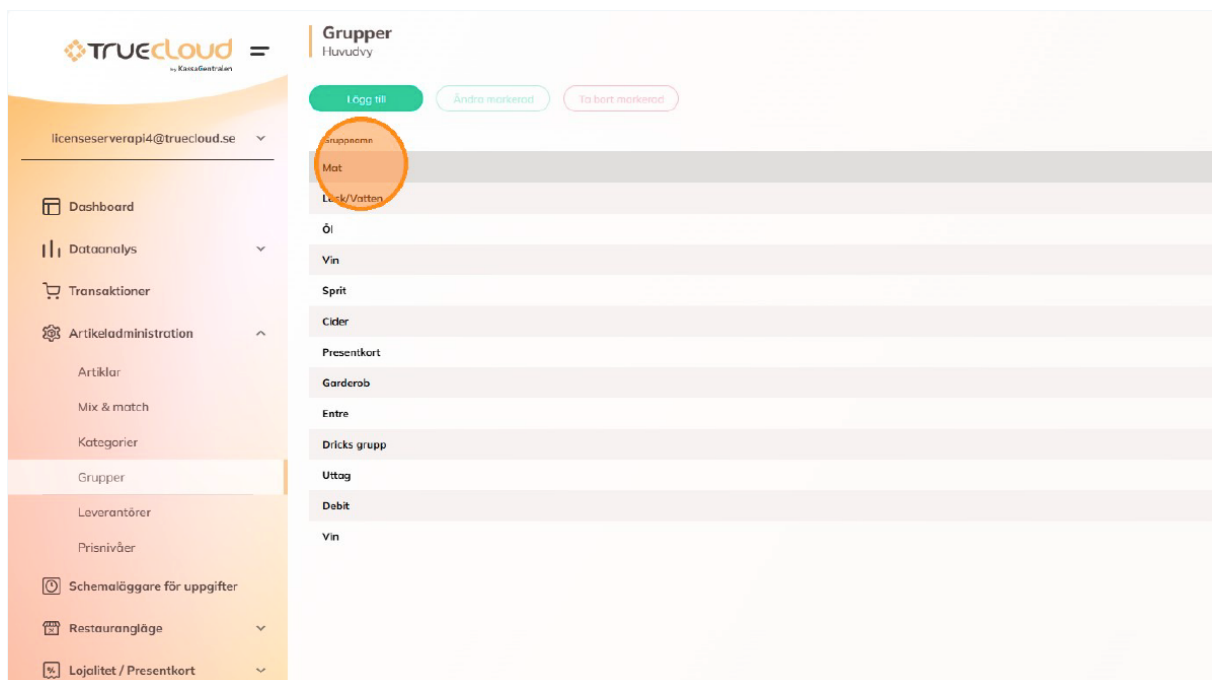
2. Välj "Grupper"



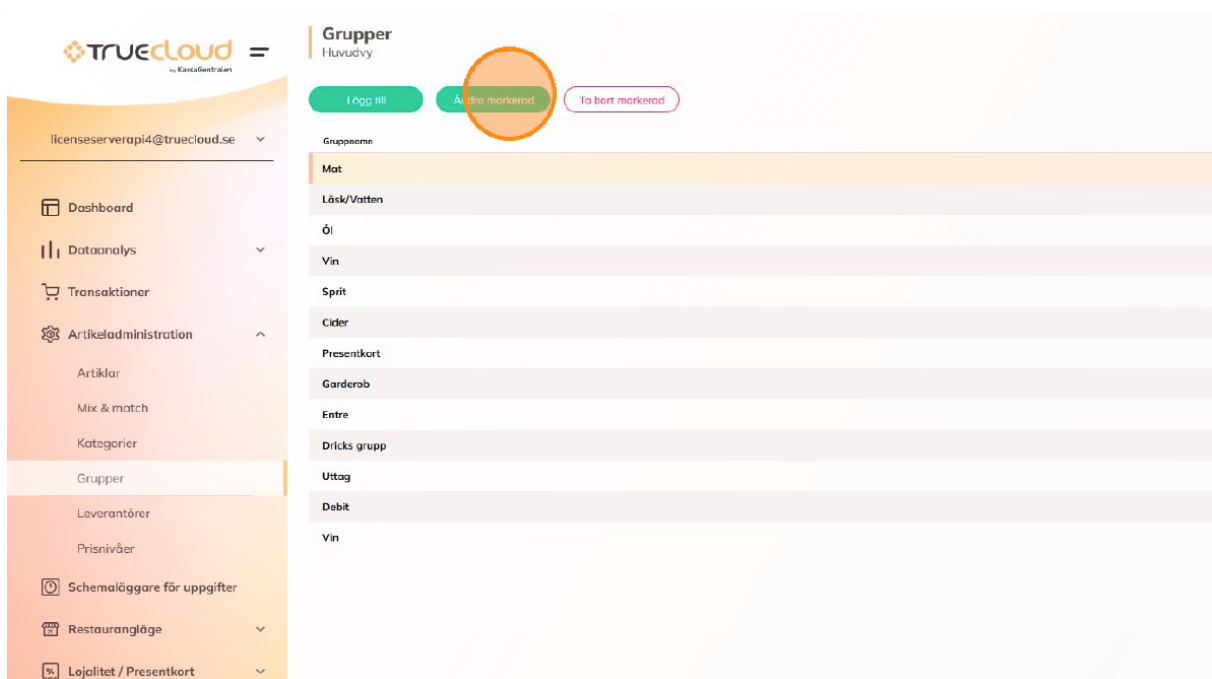
The screenshot shows the TrueCloud dashboard interface. The 'Artikeladministration' menu item is expanded, and the 'Grupper' sub-item is highlighted with a red circle. The main content area displays the same 'Total' summary table as in the previous screenshot, showing a total of 1 863 SEK for the period 2026-03-23 to 2026-03-23.

Datum	Total
2026	1 863 SEK

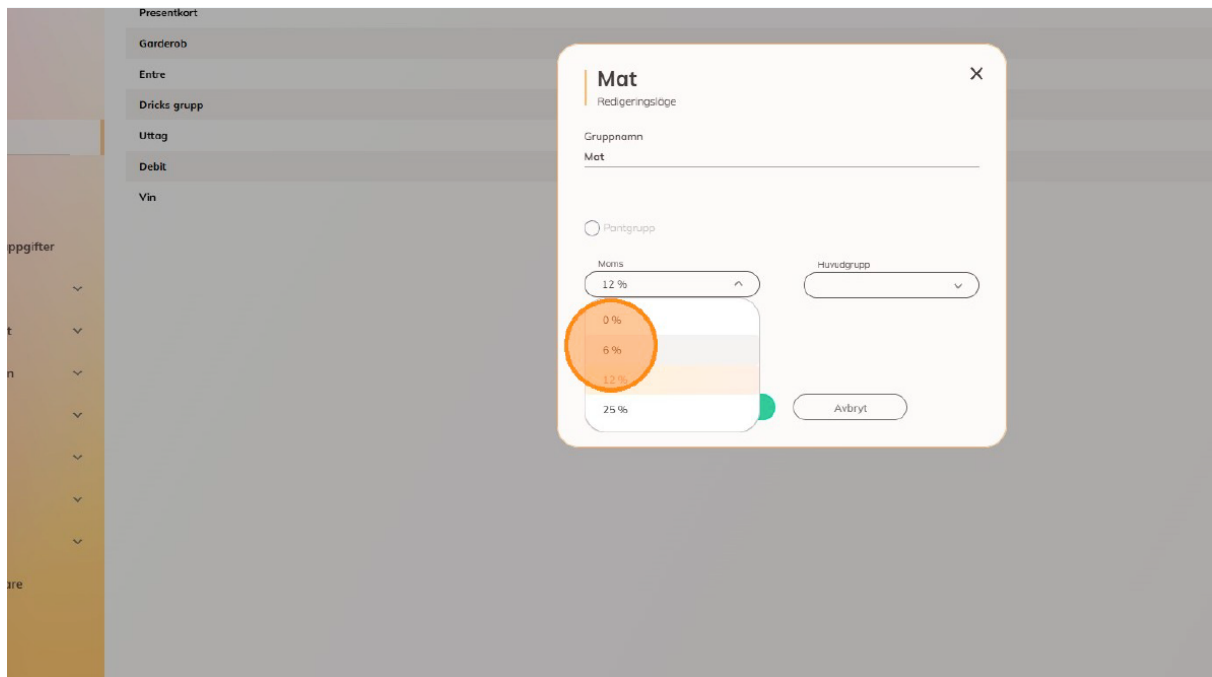
3. Välj gruppen du vill ändra, t.ex. "Mat"



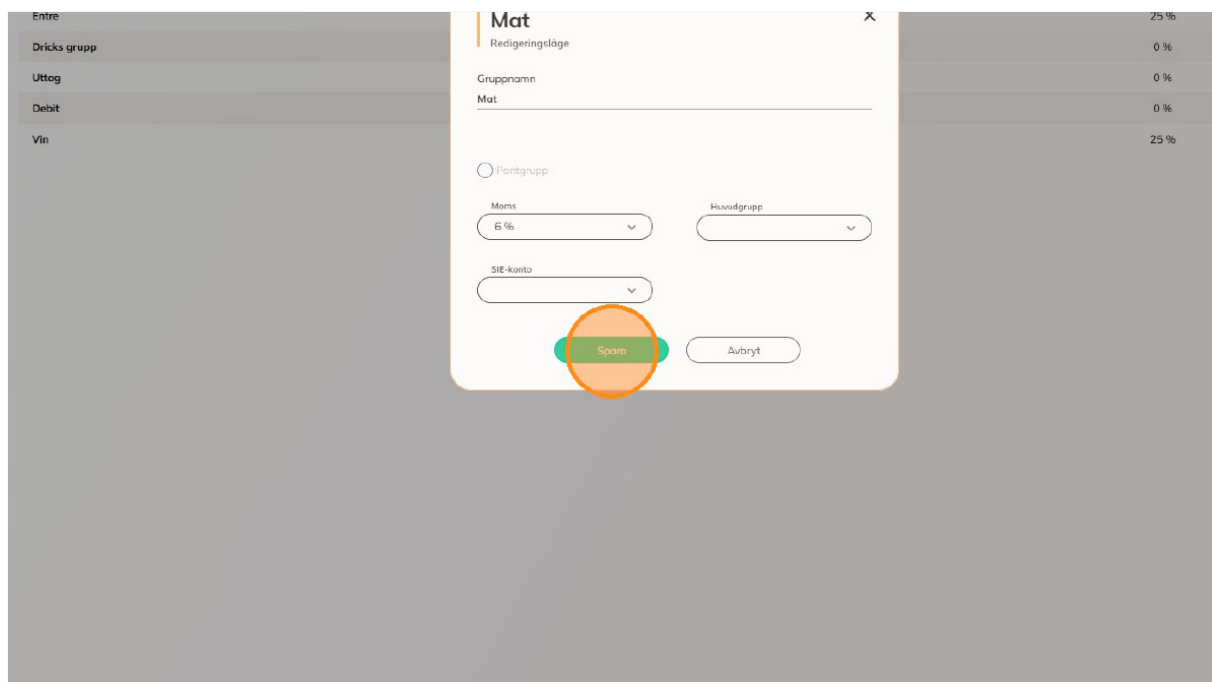
4. Klicka på "Ändra markerad"



5. Klicka på fältet för "Moms" och ange 6%



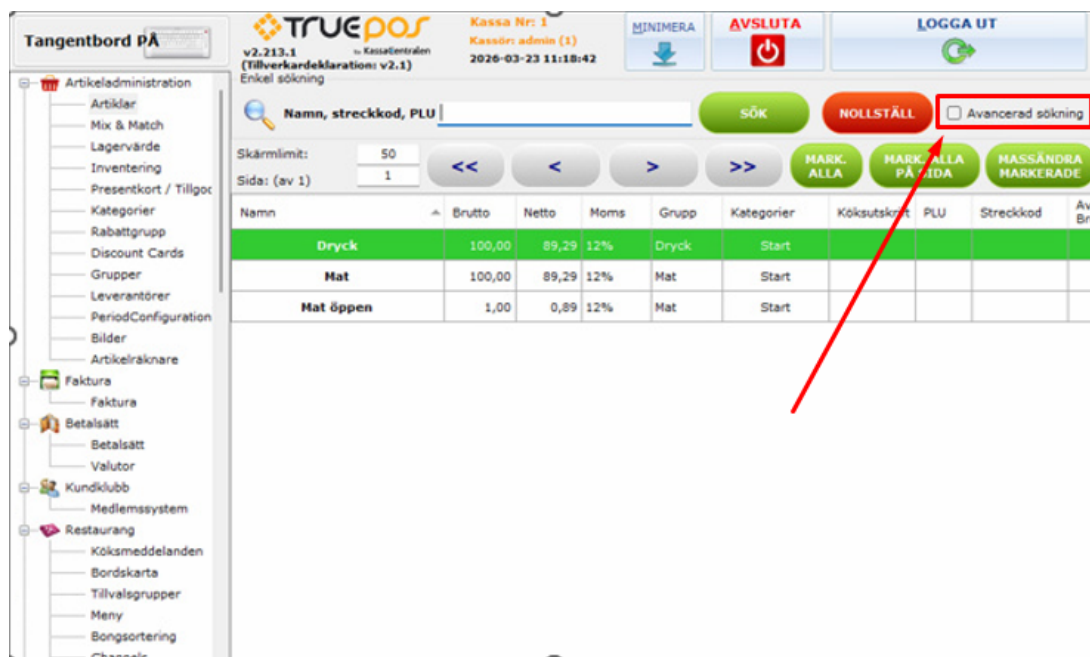
6. Välj sedan "Spara"



GUIDE FÖR PROGRAMMERING I TRUEPOS

Massändra moms i TruePOS

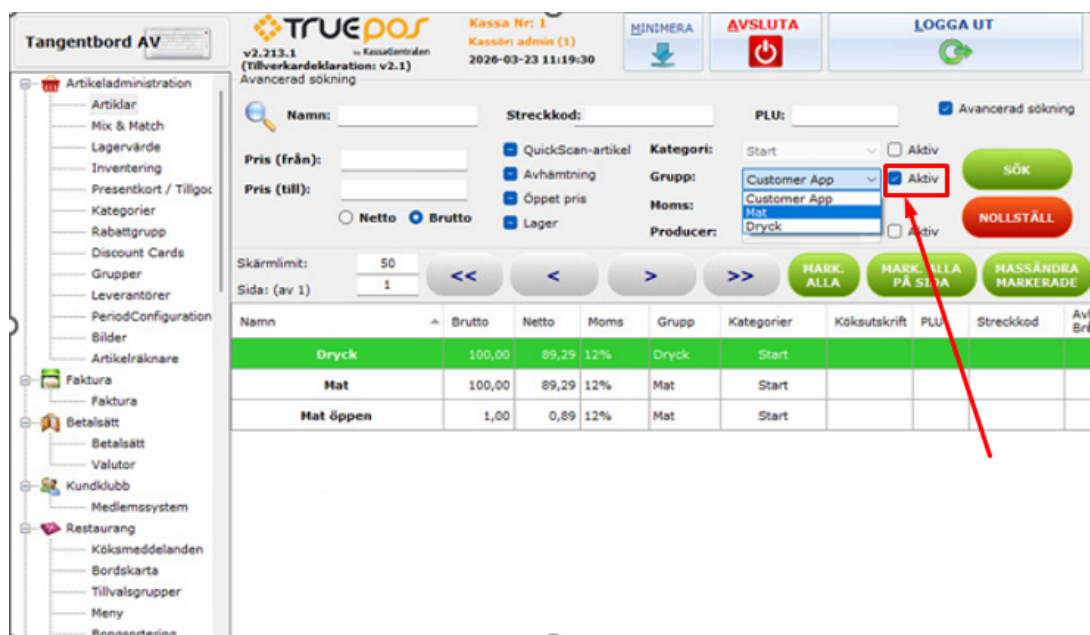
1. Logga in i adminläget
2. Gå till artiklar
3. Klicka på "Avancerad sökning"



The screenshot shows the TruePOS interface with the search options section. The 'Avancerad sökning' checkbox is checked and highlighted with a red box. A red arrow points to this checkbox.

Namn	Brutto	Netto	Moms	Grupp	Kategorier	Köksutskrift	PLU	Streckkod	Avh Bru
Dryck	100,00	89,29	12%	Dryck	Start				
Mat	100,00	89,29	12%	Mat	Start				
Mat öppen	1,00	0,89	12%	Mat	Start				

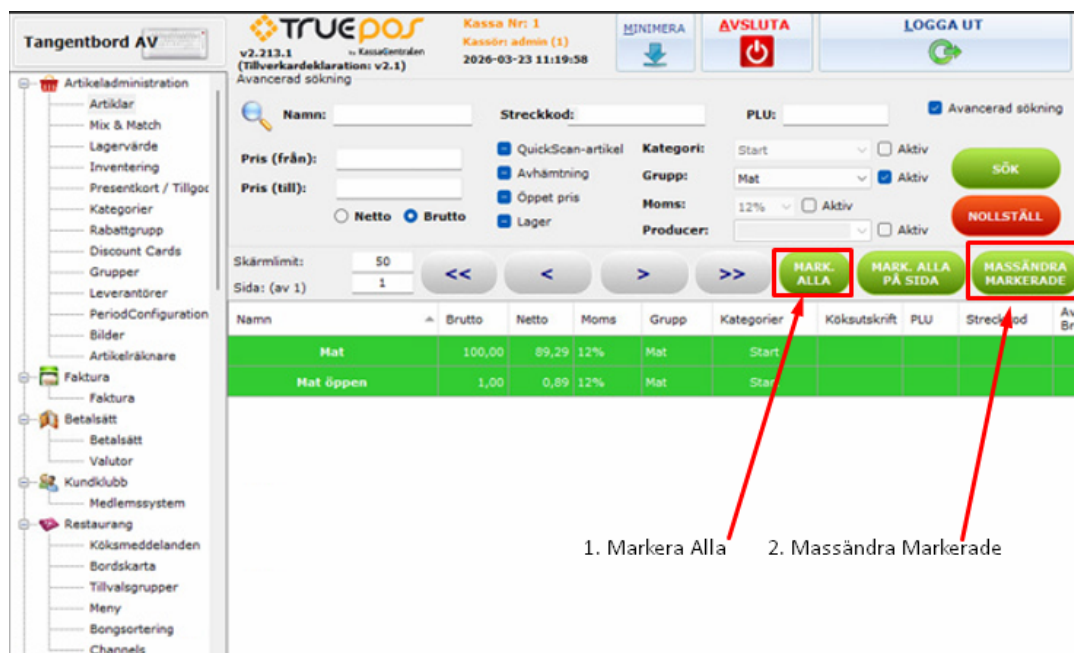
4. Välj den grupp du vill ändra moms för (t.ex. "Mat")



The screenshot shows the TruePOS interface with the search options section. The 'Grupp' dropdown menu is open, and 'Mat' is selected. A red box highlights the 'Aktiv' checkbox next to 'Mat', and a red arrow points to it.

Namn	Brutto	Netto	Moms	Grupp	Kategorier	Köksutskrift	PLU	Streckkod	Avh Bru
Dryck	100,00	89,29	12%	Dryck	Start				
Mat	100,00	89,29	12%	Mat	Start				
Mat öppen	1,00	0,89	12%	Mat	Start				

5. Klicka på "Sök"
6. Tryck på "Markera alla"
7. Klicka på "Massändra markerade"

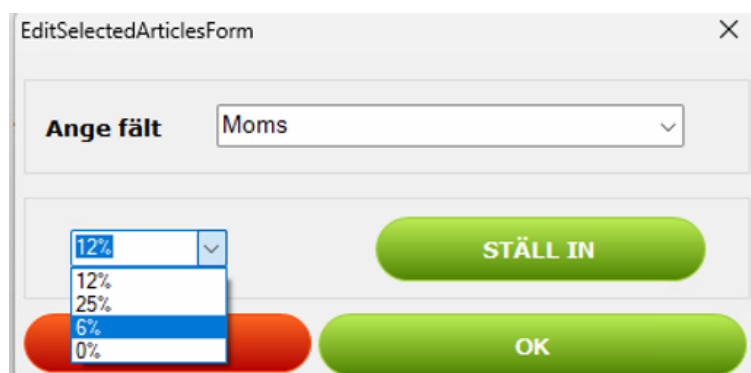


The screenshot shows the TRUEPOS interface with search filters and a table of items. The table has columns for Namn, Brutto, Netto, Moms, Grupp, Kategorier, Köksutskrift, PLU, Streckkod, and Avh Brut. Two items are listed: 'Mat' and 'Mat öppen'.

Below the table, two red boxes highlight the buttons 'MARK ALLA' and 'MASSÄNDRA MARKERADE'. Red arrows point from these buttons to the numbered instructions below:

1. Markera Alla
2. Massändra Markerade

8. Under "Ange fält", välj "Moms"
9. Sätt den nya momssatsen (6%) i rullgardningsmenyn
10. Klicka på "Ställ in"



The screenshot shows the 'EditSelectedArticlesForm' dialog box. The 'Ange fält' dropdown is set to 'Moms'. A percentage dropdown menu is open, showing options 12%, 25%, 6%, and 0%. The '6%' option is highlighted. The 'STÄLL IN' and 'OK' buttons are visible.

11. Stäng sedan rutan med "OK"