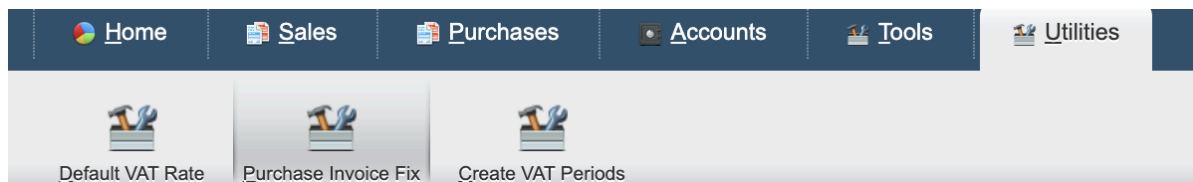




How to Change Invoices from Non-Resale to Resale in Bulk

If AutoEntry pushes all purchase invoices through as **non-resale**, you can correct this using the **Purchase Invoices Fix** tool in Utilities. Here's how:

1. **Go to the Utilities menu.**
2. **Select Purchase Invoices Fix.**
3. **Enter a date range** for the invoices you want to correct.
4. Use the filters to target the records you want to update. You can filter by:
 - **Supplier**
 - **Item**
 - **Nominal code** (e.g., "Purchases")



Change resale status

Use this to change resale status of your purchase invoices

Filter

Invoice date interval

Supplier

Nominal

Item type

Change

Change Resale from / to

☐ No

☒ Yes

Change Item from / to



5. In the box **Item type** choose **Services**.
6. In the section "**Change resale from/to**":
 - **Tick "from: No"**
 - **Tick "to: Yes"**
7. In the box **Change Item** from **Services** to **Product**.
8. **Untick** the **Simulation Mode** checkbox to apply the changes.

- ☐ Simulation mode
- ☐ I understand that this change can damage my data and I understand what I am doing and take full responsibility about that

Change Data

9. Click **Change Data** to update the records.

You can adjust the filters to be as broad or specific as you like (e.g., all purchases, only one supplier, only one nominal code, etc).