

Back Office : Configuration and implementation of a commercial offer

Lettering

Invoice lettering

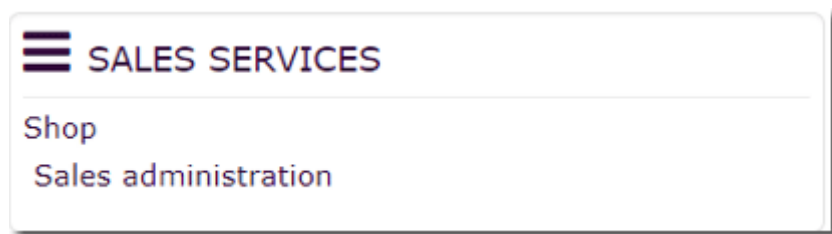
Invoice lettering records the correspondence between the store's online invoices and external billing software.

According to legislation, legal obligations require the numbering of invoices. The Moodle Online Store records invoices online for the only Moodle sales activity. It is essential to be able to make the correspondence between the online transactions and the invoices “officially” established in an accounting software.


Lettering can not accept several identical references, whatever the catalog used by the store.

Access

Suivez le lien **“Sales administration”** dans le bloc [Sales services \(plugin Shop Access\)](#)



Follow link **“all bills”** on page Sales services section Sales management.



Dashboard > Sales service

Sales service

Catalog management

Name:	Description:	Categories	Items	Controls
Catalogue de vente de cours	Catalogue pour la commercialisation des cours et des plugins par ActiveProLearn (en cours)	7	13	<input type="text"/>

New catalog

Sales management

All shops

All shops

All bills

Bill : Search

All product instances

Search and manage instances of products.

All customers

Search within customer accounts.

Manage taxes

Manages tax definitions

Scan merchant trace

Grep in trace for a single transaction

Settings

Access general settings form in Moodle administration

Reset basket

Reset the shop

Dans la liste des factures à état **COMPLETE** :

- Click on the relevant invoice number in the list to view it
- In the box at the top of the invoice, enter your lettering
- Click on the "Update" button

Facture : B-20170601-29

jeudi 1 juin 2017, 18:35

Code Transaction:
TU83VUOXQKQYZ3F4DW==

Code règlement :
95271922-
20170601163528-000020

Lettrage ?

Mettre à jour

Mode de paiement : SystemPay
Plus(Caisse d'Epargne/Banque Populaire)

[Back to Configuration and implementation of a commercial offer](#) - [Back to Local Shop component](#) - [Back to catalogue](#)

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