

<u>Knowledgebase</u> > <u>SalesPad</u> > <u>Inventory</u> > <u>Barcode Maintenance</u>

# **Barcode Maintenance**

Cavallo Support - 2025-06-26 - Inventory

#### Overview

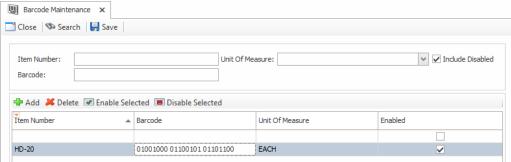
The Barcode Maintenance module in SalesPad allows users to create and manage barcodes for items.

**Note:** These barcodes are separate from those entered in <a href="Item-Barcode Maintenance">Item Barcode Maintenance</a> module. Barcodes entered in the SalesPad Desktop Module will not appear in DataCollection. Similarly, barcodes created in DataCollection will not appear in SalesPad.

#### **Creating New**

To create a new barcode:

- 1. Click the **Add** button.
- 2. In the new line, type the desired item number, or search for it using the Sales Inventory Lookup window.
- 3. Add the barcode value for the selected item, along with the unit of measure. To have the barcode enabled, check the **Enabled** box.



4. Click Save.

### **Editing and Deleting**

Existing barcodes can be edited by selecting a barcode and updating the necessary information on the respective line. To delete an existing barcode, select the desired line and click the **Delete** button. Changes made in this manner require saving to take effect.

## Security

Barcode Maintenance - Grants access to the module to create and manage item barcodes.