Vision POS - Adjustment - Cert Out

Purpose and Overview

How to write up and invoice for a tire that needs to be Certed out.

Steps

Step	Application	Action
1	Customer / Vehicle	Input the customer phone number
2	Customer / Vehicle	Click the 'SEARCH BY CUSTOMER' button
3	Customer / Vehicle	Select the customer record
4	Customer / Vehicle	Click the 'SELECT CUSTOMER' button
5	Customer / Vehicle	Select the customer vehicle
6	Customer / Vehicle	Click 'APPLY CUSTOMER/VEHICLE'
7	Product Browse	Click 'Product Browse'
8	Product Browse	Select 'TIRES'
9	Product Browse	Search for the tire to be adjusted
10	Product Browse	Select 'ADD TO CART'
11	Product Browse	Edit the quantity to adjusted quantity
12	Product Browse	Select 'Adjustment' from the action drop down
13	Product Browse	Select same from the replacement drop down
14	Product Browse	Select 'Start Adjustment'
15	Adjustments	Select 'Adjustment Reason Road Hazard'
16	Adjustments	Click the certificate checkbox
17	Adjustments	Enter mileage if necessary
18	Adjustments	Select the tire position
19	Adjustments	Enter the tread depth
20	Adjustments	Select 'Apply Adjustment'
21	Product Browse	Verify that the adjustment has been applied to the cart

Contact

If you have any questions, please contact VisionStoreExperienceTeam@discounttire.com.