



**WEB TUTORIALS**

# Fuel Inventory

---

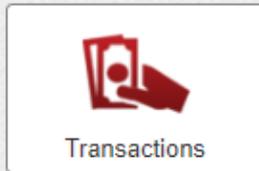


Adding Meter Readings to  
Sale Screens

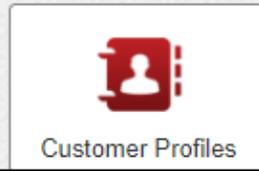
# Merchant Account



Selected Account: 1123 - Avfuel (Switch Account)



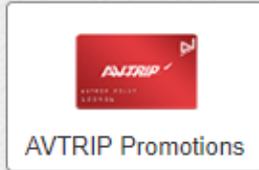
Transactions



Customer Profiles



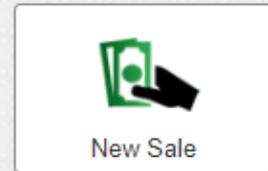
Products and Pricing



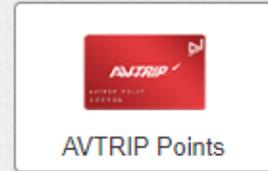
AVTRIP Promotions

To add meter reading to the sales screens for all transaction types go to the "Merchant Account" menu.

quickLINKS



New Sale



AVTRIP Points



Customer Lookup

# System Setup



THE avfuelHUB

welcome, Jennifer Roth | Sign Out

Contact Support | +1-913-217-9368 | theavfuelhub@avfuel.com

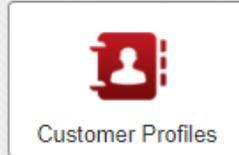


- Home
- Transactions ▾
- Lookup ▾
- Customer Profiles ▾
- Products and Pricing ▾
- AVTRIP Promotions ▾
- Merchant Account ▾
- Help

Selected Account: 1123 - Avfuel (Switch Account)



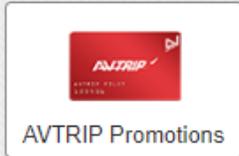
Transactions



Customer Profiles



Products and Pricing



AVTRIP Promotions

- Account Info
- System Setup
- Report Delivery Reports
- Change Password

quickLINKS

- New Sale
- AVTRIP Points
- Customer Lookup

Select "System Setup" from the "Merchant Account" drop down menu.

# Fuel Entry Method



## Transaction Details

Initial Receipt No.

Initial Batch No. 1000

Fuel Entry Method

Avfuel Hub Transaction Detail Display

- Transaction Type
- Delivery Date
- Receipt No.
- Authorization No.
- Reference No.
- Original Receipt No.

To change the Fuel Entry Method select from the drop menu.

# Meter Reading



## Transaction Details

Initial Receipt No. 2170

Initial Batch No. 1000

Fuel Entry Method  
Manual Quantity  
Meter Reading  
Manual Quantity

Avfuel Hub Transaction Detail Display

- Transaction Type
- Delivery Date
- Receipt No.
- Authorization No.

Select "Meter Reading" as the Fuel Entry Method.

# Requiring Tank and/or Owner



Fuel Inventory

	Require Tank	<input checked="" type="checkbox"/>
	Require Owner	<input checked="" type="checkbox"/>

You may also choose to require Tank and Owner to be entered at time of sale.

# Save Customization(s)



Accounting Export Configuration

View Configuration Report

Save

Once all of the desired customizations have been entered select "Save" at the bottom of the screen.

# Sale Screen with Meter Readings



Transaction Detail | **Products** | Review | Complete

## Personalized Pricing

Record Name

## Add Product

\* Select

Tank

\* Beginning Meter

\* Ending Meter

Quantity  US Gallon

\* Unit Price

Add Discount

Add To Transaction

## Transaction Summary

The "Meter Reading" customization will require the "Beginning" and "Ending" Meter reads to be entered into all transactions. The HUB will then calculate the quantity of fuel sold.

Total	\$0.00
-------	--------