



Welcome to Insight Stock Basic Setup

Getting Started

Register for your 14-day free trial at: stocks.insight360.co.uk/signup

Enter your basic credentials and click sign up

Check your email inbox for your verification link (Check your junk)

Click on your verification link to activate your account

Proceed to log into your dashboard

Starting your trial

Your free trial gives you full access to all features of Stock for 14 days

After the trial period you can continue your account as a paid member

Downloading the app

Download the app for your terminal devices on the Insight Stock website stocks.insight360.co.uk/documents

1. Set up products

Add a warehouse to keep your stock in, under the warehouses tab

Add a category for your products to go in, under the products tab

Add sub categories into your category if necessary

Add a product into your new category

2. Set up ordering

Add a Supplier to receive stock from under the purchases tab

Add an order of your products

3. On the terminal

Look up your available products using the 'product enquiry' function

Update your stock quantities under stock check/ adjust

On your dashboard, you can add another warehouse to move stock around.