

Getting started with eddukalyo - by [GSK Computer Services](#).

1. Go to [eddukalyo.com](#)



✓ Click Register > Fill in your business Details > Click Register

3. Enter Business Details

2. Click Register

4. Click to submit

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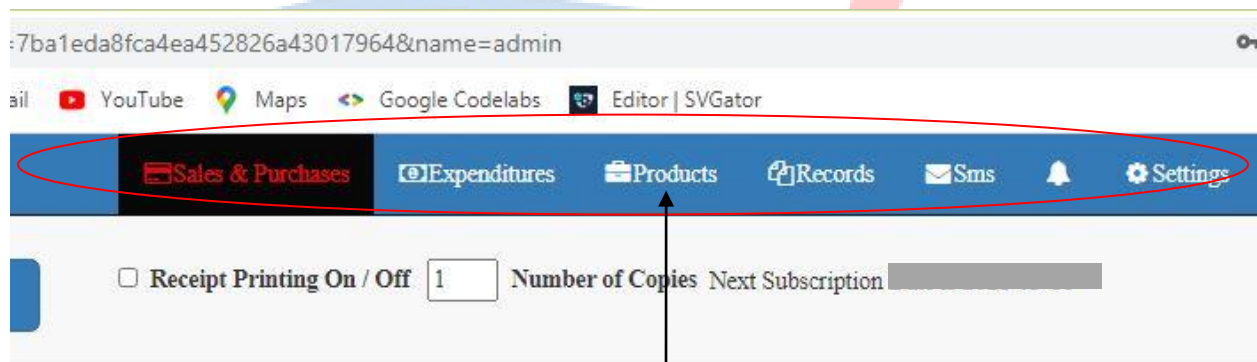
✓ You will receive a message with your business login Id, username and password

5. Keep these details you will need them when logging in.

6. Login here

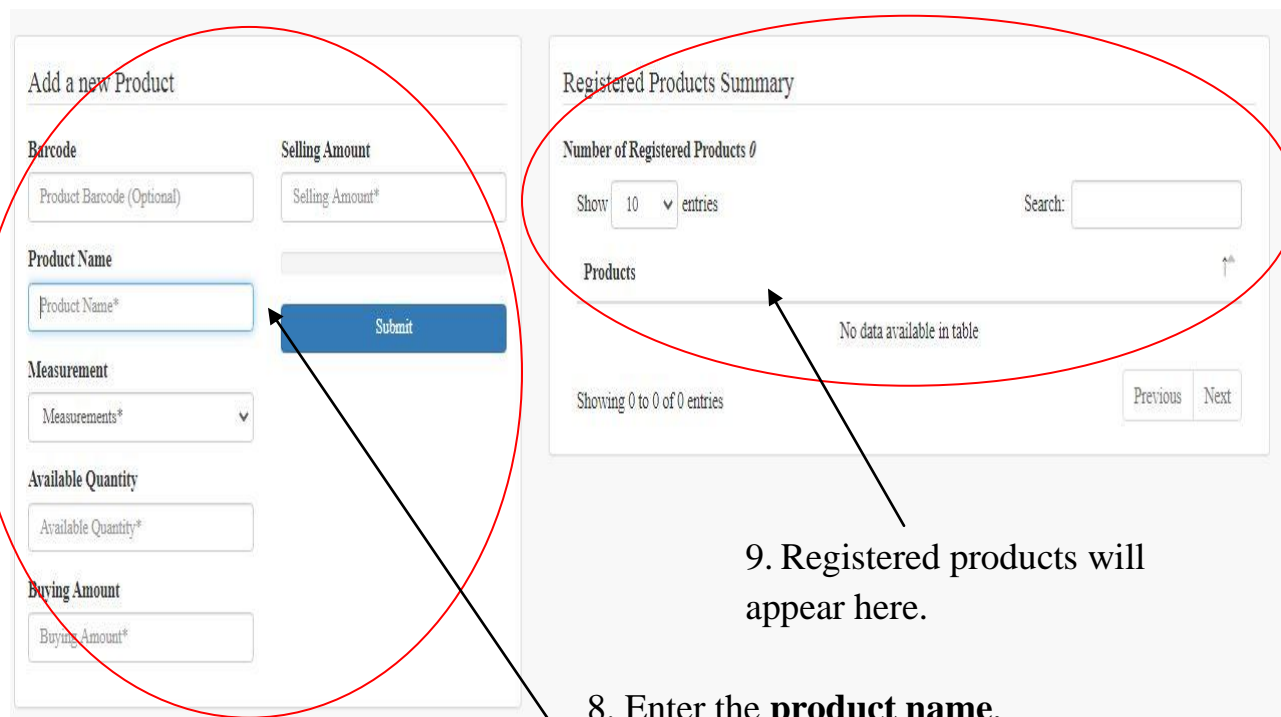
Use those details to login

- ✓ After successfully logging in, click products to start recording your stock.



7. Click **products** to add your stock

- ✓ Add your stock by completing the form below



9. Registered products will appear here.

8. Enter the **product name**, **Measurements** (If the measurement you want is not available add it from the settings menu),

Enter the current **quantity available**, Enter the **buying** and **selling** amounts and click **submit**.

✓ After recording all your stock items, click sales and purchases to start recording your sales.

10. Click sales and purchases

1. Sales

No.	Item	Unit	Quantity	Unit Cost	Total Amount
1		▼			
2		▼			
3		▼			
4		▼			
5		▼			
6		▼			
7	Use this	▼			Total
8	area to add	▼	Use this	Use this	amount per
9	items to	▼	area to add	area to edit	item is
10	sale.	▼	quantity	the unit	displayed
11		▼	you want	cost.	here.
12		▼	to sale.		
13		▼			
14		▼			
15		▼			
16		▼			
17		▼			
18		▼			
19		▼			

New Customer

Customer Name
Customer Name

Total Amount
Total Amount

Amount Paid
Amount Paid

Change
Change

Save & Print

Save as Order Orders

Add items you want to sale on this sales sheet.

11. Enter the customer name (optional), amount paid, and **click save and print** to submit and print the receipt.

✓ Go to records to view your sales

13. Select **time** range here.

12. Click **Records**

Viewing Sales Purchases

Today Select Sale Type Select Customer Select Product

Click to Generate Reports

View Details
Sales Summary
Debit Clearance Records
Delete Records

ALL CASH AND DEBIT SALES TUESDAY 2ND OF MARCH 2021

Invoice	Receipt	Product	Qty Found	Qty Sold	New Qty	Amount	Profits	Date	Type
	100	Ear Phones (pcs)	50.0	2.0	48.0	60,000/=	20,000/=	2021-03-02 00:01:04	Cash

Summary

Total Cash sales:	60,000/=	Total Expenditures:	0/=
Total Debit Sales:	0/=	Total Cash:	80,000/=
Balance Debit Sales:	0/=	Gross Profit:	20,000/=
Cash From Debit Sales:	0/=	Net Profit:	20,000/=
Cash From Balance Clearance:	0/=	Total Losses:	0/=

14. Click **View Details** button to view a detailed report.

Generated reports appear here.

Click the print button to save or print the reports

For getting started videos follow this link [Getting started with the Gsk business management system](#)

A complete documentation is coming soon.