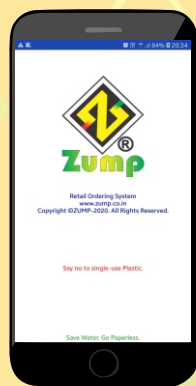
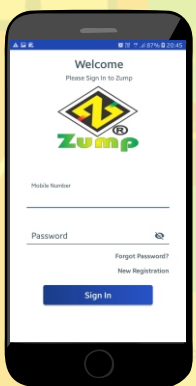




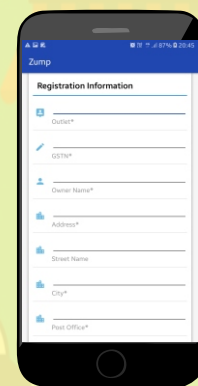
FMCG Retail Orders & Data Tool



Download Zump App from Google Play store



Use your **Mobile number** as default User name, password to Sign in. Modify Password for secure login.



For new users, open **New Registration** link to add profile. You can also add\* more Retailers in your Route / area.

Zump Home screen at a glance

**1 My Orders**  
View all your Orders: Pending/In Process/Delivered/Time Out/ On Hold Orders as per Distributors and Companies

**2 Order Status**  
Check Order dispatch Status or Cancel your Orders

**3 Reports and Quick Order**  
Financial Year Purchase Reports Vendor/Brand/Product Types/Products. Companywise Monthly Product Purchase Quick Order Button for each Product.

**4 Notification**  
Receive account Notifications from App Administrator

**5 Draft Orders**  
Create Temporary Orders (Draft Orders), for every item sold and wish to refill

**6 Welcome Screen**  
Last Login details and Product promotion messages.

**7 My Shop**  
Data of all Products Linked to your Outlet

**8 Monthwise Order Summary**  
Monthly Purchases as per Distributors

**9 Monthwise GST Summary**  
Monthly GST paid to distributors

**10 Book My Orders**  
Create and submit Orders, as per Brands and Products

*\*Zump App linked Retailers gain better deals from Zump App linked Distributors*

**Zump inside: Step by step Guide to use App**

Page 2

To reach Home Screen, use back button of your Mobile Handset

**1 Book My Order:** Use multiple combinations between 1.1-1.5, to submit New Orders

**1.1 Select Vendor (Distributor)**  
**1.2 Select Category**  
**1.3 Select Product Type Sub Category**  
**1.4 Select Brand**  
**1.5 Type Product Type/code/ Sub Brand to find Product(s)**

**1.6 Check MOA: Minimum Order Amount (TRP) per Company Brand**  
**1.7 Refer item MOQ (minimum Order Quantity) Select "+ / -" to Order Product Items Quantity.**  
**1.8 Check EDD: Expected Delivery Day (within 7days from Order Day)**

**1.9 Click DRAFTS to save as Temporary Order.**  
**1.10 Click SUBMIT to proceed to Payment Mode**  
**1.11 Select Pay Term for Payment Terms, to Confirm confirm Order.**  
**1.12 Click SUBMIT to confirm Order.** (Purchase Order)

**2a Order Status**  
**2 My Orders** View All Orders of current Financial Year as per Distributor / Status / Company.

**2a Check Order dispatch Status or Cancel Orders as per Vendor/Company**  
**2.1 Select Vendor (Distributor) to view orders**  
**2.2 Select Status to view Orders-Pending / In Process / Delivered / Time Out / On Hold**  
**2.3 Select Company to view orders of All / selected Companies**  
**2.4 Click Tap To View** to open Order

**Total Registered Orders :** On Hand orders (=Pending orders + On Hold Orders + In Process orders) + Delivered orders

**3 Vendor Wise Report with Quick Order Button**  
**4 Brand Wise Report with Quick Order Button**

**3.1 Tap on product to open Quick Order screen**  
**3.2 Add (MOQ/Scheme) to Draft**  
**3.3 Click Submit to create Draft Order**

**3.4 Select Vendor+Product Type+ Company for linked products' Financial Year data**  
**3.5 Select Brand+Product Type+Sub Brand for linked products' Financial Year data**

**5 Product Type Wise Report with Quick Order Button**  
**6 Ordered Products Summary View Linked Purchase Order(s) with these Products**

**5.1 Select Product Type+ Company+Sub Brand for linked product Type's Financial Year data**  
**5.2 Tap on product to open Quick Order screen**  
**5.3 Click Submit to create Draft Order**

**6.1 Select Vendor+Product Type+Brand for Ordered products' Financial Year data**  
**6.2 Tap on product for Linked Purchase Orders**

**7 Draft Orders** Modify Draft Orders created in steps **1.1 3.1 3.3 4.3 5.3**

**7.1 Add/ Reduce/Delete Quantity**  
**7.2 Cancel/ Finalise draft Orders.**

**7.2 Select Draft Orders**  
**7.3 Select Vendor/ Company to Open linked Draft Orders**  
**7.4 Click Cancel / Final Order to proceed, to Add / Reduce/Delete Quantity**  
**7.5 To Add Quantity, Type Digits**  
**7.6 To reduce Quantity, Type "-" Digits**  
**7.7 To delete Quantity, Type "0" (zero)**  
**7.7 Select Pay Term**  
**7.8 Click SUBMIT for Payment Mode**  
**7.8 Click Submit to Confirm Order**

**8 My Shop**

**8.1 Keep track of all Vendors, Product Types ( Sub categories) and Brand/Sub Brands linked to your outlet.**  
**8.2 Track Annual Purchase from all Vendors, know Business Contribution of Vendors / Products Items.**  
**8.3 Personal Pocket Directory of all products you can order from all your Vendors( Distributors), with actual purchase summary.**

**8.1 Select Vendor > All Vendors Landing Price to view Annual Purchase of All linked Vendors**  
**8.2 Select Vendor, to view Annual Purchase, of All linked Products to Vendor.**  
**8.3 Select Product Type, to view Annual Purchase, of All linked Products to Product Type.**  
**8.4 Select Sub Brand, to view Annual Purchase, of All linked Products to Sub Brand.**

**9 Orders**  
**10 GST**  
**11 Ordered Products**

**9.1 Select Calendar/Financial Year & Month for orders & Value**  
**9.2 Select Vendor+All POs to view Purchase Orders of All Vendors**  
**9.3 Select Vendor to view vendor Purchase Order**  
**9.4 Click PO to View Order details**  
**10.1 Select Calendar/Financial Year & Month for GST Value**  
**10.2 Select Vendor to view GST paid to Vendors.**  
**11.1 Select Calendar/Financial Year & Month for Products**  
**11.2 Select Company to view Ordered Products of Company**

**12 Add More Brands**

**12.1 Find all new products as per Category/Product Type / Brand**

**12.2 To find Distributors of these products, to help you connect to your area distributor, you can call our helpline 9769653233 or write to us at connect@zump.co.in**

**12.3 Login to: www.zump.co.in**

**12.4 Zump start your Business**

**12.5 Legend:**  
MRP: Maximum Retail Price.  
Landing Price: Inland GST, without Scheme.  
TRP: Transfer Price (without GST).  
Basic: Basic Price from Vendor.  
T.M: Trade Margin (MRP-LP) Mark-Up from LP.  
M.M: Margin.  
Sch.: Company Scheme on product.

**Now every Shop will have Brands!  
Zump par apna Order Bhejein.  
Salesman ka Intezar hua purana.**