

Extras Setup

The "Extras Setup" module allows users to create and manage additional items (extras) related to Tools. Users can start by creating groups for extras, adding items to those groups, and managing the items' details.

- [Add or Edit Extras](#)

Add or Edit Extras

Overview:

The "Extras Setup" module allows users to create and manage additional items (extras) related to Tools. Users can start by creating groups for extras, adding items to those groups, and managing the items' details.

1. Access "Extras Setup":

- Navigate to the "Extras Setup" module to create or manage extras.

2. Create Extra Groups:

- Click on "Create Extra Group" to initiate the setup of a new group.

The screenshot shows the 'Add Extra' form in the SoloRise system. The left sidebar contains a menu with 'Extras' highlighted. The main content area is titled 'Appointment / Extras'. The 'Extras' section on the left has a red box around the '+' icon, with a red arrow pointing to it and the text 'Add Extra Group' in red. The 'Add Extra' form on the right includes a search bar, a 'Tool kit' section, and fields for 'Name *', 'Quantity label', 'Quantity', 'Active' (checked), and 'Required' (unchecked). At the bottom right are 'CANCEL' and 'SAVE' buttons.

- **Group Name:** Provide a name for the group.
- **Active/Deactivate:** Choose whether the group is active or deactivated.
- **Required Option:** Specify if items in this group are required.

3. Save Group Details:

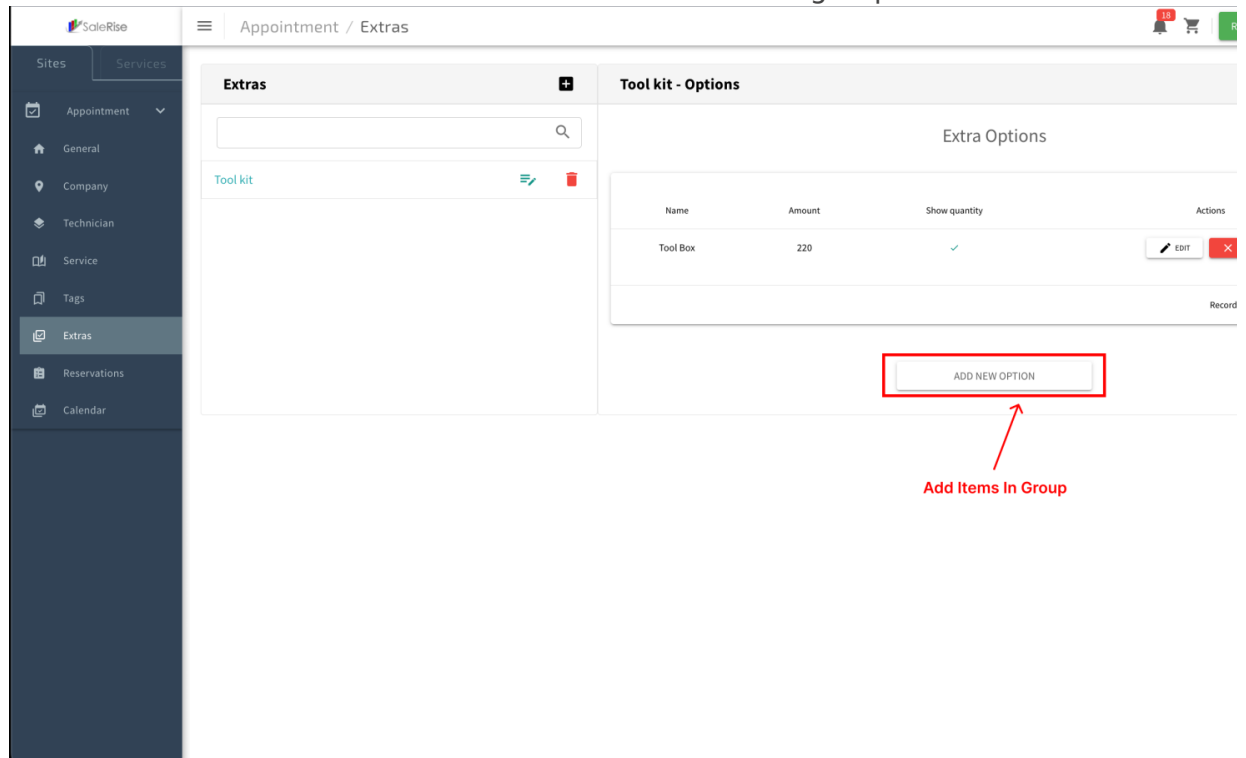
- Click "Save" to confirm the details of the new extra group.

4. Add, Edit, or Delete Items in a Group:

- After creating a group, users can click on the edit button to see a list of items.

The screenshot shows the 'Add Extra' form in the SoloRise system, similar to the previous one, but with the 'Tool kit' section expanded. A red box highlights the edit icon (a pencil) in the 'Tool kit' section. The form fields and buttons are the same as in the previous screenshot.

- **Add Item:** Click on "Add Item" to add a new item to the group.



- **Item Name:** Provide a name for the item.
- **Amount:** Specify the cost or amount associated with the item.

5. Edit Item Details:

- Users can edit existing items in the group.
 - Modify the item name or amount as needed.