



rpKits

User's Manual

Kit Management Utility for Visual Retail Plus

rpKits lets you build, edit, price, and label “kits” — named bundles of inventory items that are sold together at a discount. This manual walks through every screen, button, and menu command in the program.

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1. Introduction

rpKits is a companion utility for the Visual Retail Plus (VRP) point-of-sale system. It manages kits — named bundles of individual inventory items that are grouped together so they can be sold, priced, and tagged as a single unit.

What is a kit?

A kit is made up of three things:

- A kit name (the “Kit ID”) — a unique label you give the bundle, such as GIFTSET-A or BACK2SCHOOL.
- A list of member items — each identified by its UPC or Product ID, together with a quantity.
- A discount percentage and a kit type — the discount is applied to the combined price of the members.

Every member item can also carry its own “kit item sale price,” which lets you override the price a specific item contributes to the kit. The program reads item prices and on-hand quantities directly from your live VRP inventory, so kits always reflect current store data.

BEFORE YOU BEGIN

rpKits connects to the same store database as your VRP point of sale. It automatically identifies your store number and signed-in user when it launches — there is nothing to configure. If the main list is empty the first time you open it, no kits have been created yet.

2. The Main Window

When rpKits opens, the main window is divided into two lists. The left list shows every kit; the right list shows the items that belong to the kit currently highlighted on the left. A row of action buttons runs down the side, and the same commands are also available from the File menu at the top.

Left list — Kits

Each row represents one kit and shows three columns:

Column	Meaning
Kit ID	The unique name of the kit.
Discount	The percentage taken off the combined item prices.
Kit Type	An optional category label you assign to the kit.

Right list — Kit Items

When you highlight a kit on the left, its member items appear on the right — UPC, product, color, size, description, quantity, and pricing. The Kit Item Sale Price column is editable: click a cell, type a new amount, and press Enter to save it. All other columns are read-only.

Searching for a kit

Type any part of a kit name into the Search box above the left list. The list filters as you type to show only matching kits. Clear the box to show every kit again.

3. Creating a New Kit

To build a kit from scratch:

1. Click New Kit (or choose File → New Kit). The Add / Edit Kit window opens.
2. In Kit Name, type a unique name for the kit.
3. In Discount %, enter the percentage to take off the combined price (for example, 10 for ten percent). Leave it at 0 for no discount.
4. In Type, optionally enter a category label for the kit.
5. Add member items using the search area (see below), then click OK to save the kit and return to the main window.

Finding and adding items

6. Type a description, vendor, or other keywords into the Search box and click Go Search. Matching inventory items appear in the grid.
7. Choose whether items are added by UPC or by Product using the two option buttons — this controls which identifier is written into the kit.
8. Highlight one or more rows in the results and click Select (or double-click a row). The chosen items are added to the Kit Members list. The OK button turns cyan to show there are unsaved additions.
9. Repeat the search as many times as you need to gather all the items for the kit.
10. Click OK to save. Any item that cannot be matched to your inventory is reported and skipped.

QUANTITIES START AT 1

Each item you add joins the kit with a quantity of one. After the kit is saved you can raise or lower an item's quantity from the main window using the +1 and -1 buttons (see Section 5).

4. Editing an Existing Kit

To change the members of a kit that already exists, highlight it in the left list and click Edit Kit (the same window is used for creating and editing). The kit's name is locked, and its current members, discount, and type are loaded for you. Add more items exactly as when creating a kit, then click OK. Click Bye Bye to close the window without adding anything.

5. Adjusting Items and Quantities

Change an item's quantity

Highlight the kit on the left and the item on the right, then use the quantity buttons:

Button	Action
+1	Adds one to the selected item's quantity in the kit.
-1	Removes one from the quantity. If the quantity is already 1, the program asks whether to remove the item from the kit entirely.

Remove an item

To take an item out of a kit immediately, highlight it on the right and click Remove Item (or File → Remove Item). The item is deleted from the kit right away.

Set a kit item sale price

In the Kit Items list, click the Kit Item Sale Price cell for a member, type the price you want that item to contribute, and press Enter. The value is saved automatically. This overrides the item's normal price for the purposes of this kit only.

6. Renaming, Discounts, and Deleting

Rename a kit

11. Highlight the kit and click Rename Kit (or File → Rename Kit).
12. Type the new name and confirm. If the name is already in use, the program warns you and cancels.

Change the discount

13. Highlight the kit and click Change Discount (or File → Change discount).
14. Enter the new discount percentage and click OK. The new value appears in the Discount column.

Delete a kit

Highlight the kit, click Delete Kit (or File → Delete Kit), and confirm. The kit and all of its member entries are removed.

DELETING IS PERMANENT

Removing a kit or an item deletes it from the store database and cannot be undone from within rpKits. Double-check the highlighted kit name before confirming a delete.

7. Printing a Kit Label

rpKits can print a price tag for a kit, complete with a scannable barcode of the kit name and the kit's total discounted price. Highlight a kit and click Print Label to open the label window.

Printing

15. The Tag Text box is filled with the kit name; edit it if you want different wording on the tag.
16. Set Copies to the number of labels you need.
17. Click OK Print, choose your label printer in the print dialog, and confirm.

Label layout setup

The setup fields control where each element prints on the label and which font it uses. Positions are measured in inches from the top-left corner of the label.

Element	X / Y	Font & Size	Notes
KitID	Position of the kit name	Font name and point size	The human-readable kit name.
Barcode	Position of the barcode	A barcode font (e.g. advc39B) and size	Prints the kit name as a Code 39 barcode.
Price	Position of the price	Font name and point size	The calculated discounted kit price.

18. Adjust the X, Y, Font, and Size values for the KitID, Barcode, and Price as needed.

19. Click Save Setup to store the layout. Your settings are remembered and reused for every kit label from then on.

BARCODE FONT REQUIRED

For the barcode to scan, the barcode font named in the setup (for example advc39B, a Code 39 font) must be installed on the computer doing the printing. If the barcode prints as plain letters, the font is missing.

8. Command Reference

Main window buttons

Button	What it does
New Kit	Opens the Add / Edit window to create a new kit.
Edit Kit	Opens the Add / Edit window to add items to the highlighted kit.
Remove Item	Deletes the highlighted item from the kit.
Rename Kit	Gives the highlighted kit a new name.
Change Discount	Sets a new discount percentage for the highlighted kit.
Delete Kit	Permanently removes the highlighted kit.
+1 / -1	Raises or lowers the highlighted item's quantity.
Print Label	Opens the label window for the highlighted kit.
Bye Bye	Closes rpKits.

File menu

The File menu mirrors the buttons: New Kit, Delete Kit, Remove Item, Rename Kit, Change discount, Print Label, and Bye Bye. A Help menu is also present.

9. Tips and Troubleshooting

- A kit item is ignored when saved if its UPC or Product cannot be found in your store inventory — confirm the item exists in VRP and try again.
- Prices and on-hand figures come straight from your live inventory, so a kit's total updates automatically when the underlying item prices change.
- Spaces and apostrophes are removed automatically from kit names and item entries to keep names consistent.
- If the kit list looks incomplete, clear the Search box — it may be filtering the list.
- If a barcode label prints as ordinary text instead of a scannable code, install the barcode font named in the label setup on that computer.

rpKits is part of the Visual Retail Plus retail management suite. For further assistance, contact your Visual Retail Plus support representative.