

## MYOB EXO tip of the week

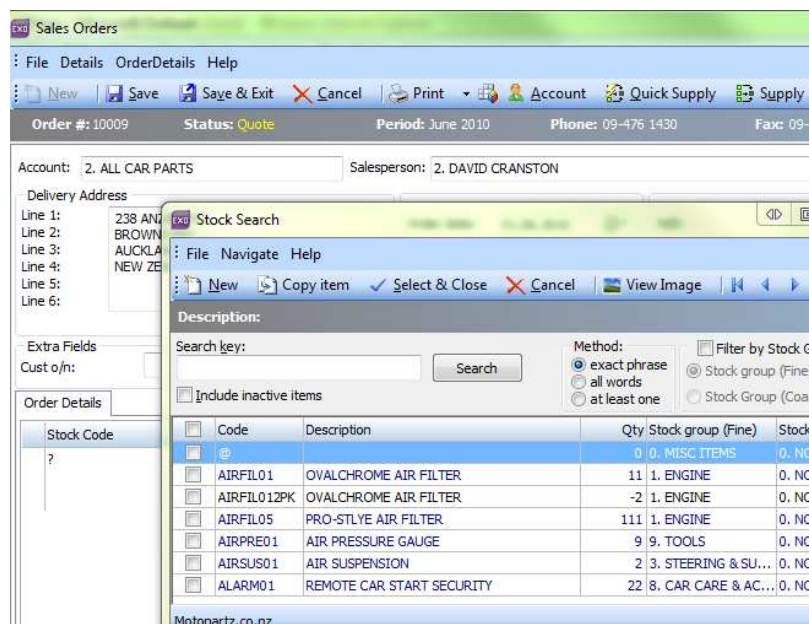
### Did you know that you can select multiple stock items at once when doing a Sales Order, Quote, Invoice or Purchase Order?

It is just as easy as this...

For Example:

The customer All Car Parts requires a quote for the three different Air Filters that we sell.

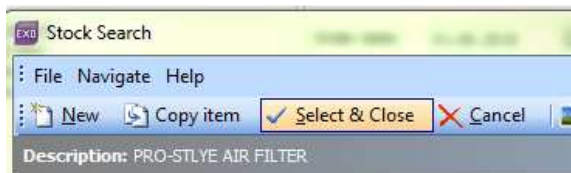
From the Stock Code field put the '?' symbol in and press tab. The 'Stock Search' will appear...



You can see the three Air Filters listed, so to select all three of them hold the 'Ctrl' key down and click on them. They will appear highlighted as below...



Then click Select & Close...



The three selected items will appear on the quote:

