

Enter Commodities in Venue Program – Priced Commodities / Venue Manager

Objective

Enter Commodities / Priced Commodities in a Venue Program, capturing Commodity name, price and space where they are required.

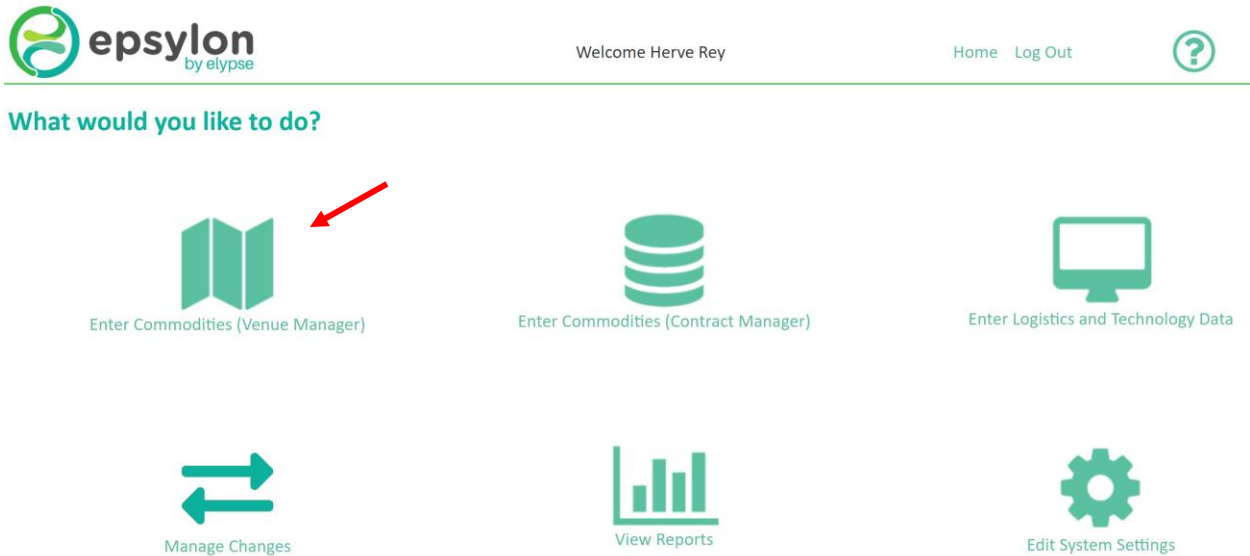
This functionality is enabled before the initiation of a formal change control process (venue freeze – See “Create and modify Venues”).

This task is to be executed by the Venue Manager.

Procedure

Follow these steps to Enter Commodities/Priced Commodities, acting as a Venue Manager:

- From the main menu go to Enter Commodities (Venue Manager)



- From the dropdown menus, choose the Venue and the Functional space to enter commodities



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All Commodities View

Change to: [Priced Only View](#)

Venue:

Functional Space:

Actions: [Refresh](#) | [Add a New Space](#) | [Save Changes](#) | [Delete Selected Spaces](#) | [Exit](#)

Del	Ref No.	Space	Room Descr	Comments	Attached Commodities
<input type="checkbox"/>	021.000	Transport			add new quantified add new priced
<input type="checkbox"/>	021.001	Transportation Management - in "VAO"			add new quantified add new priced
<input type="checkbox"/>	021.002	Transport Load Zones			add new quantified add new priced

- Choose the type of commodities to enter in the Venue Program (Quantified or Priced Commodities) – Priced Commodities for this current example
- Click on Add New Priced on the Space line where commodities are to be attached



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Del	Ref No.	Space	Room Descr	Comments	Attached Commodities
<input type="checkbox"/>	021.000	Transport			add new quantified add new priced
<input type="checkbox"/>	021.001	Transportation Management - in "VAO"			add new quantified add new priced
<input type="checkbox"/>	021.002	Transport Load Zones			add new quantified add new priced

- In the window, select Commodity Category, enter commodity Type, select Space where the commodity is to be installed, enter Value and Description (if required)
- Click Add

Priced Commodities View

Change to: [All Commodities View](#)

Venue:

Add New Commodity:	Type	Space	Value	Description	Add
<input type="text" value="Civil works/landscaping"/>	<input type="text" value="Improvement of parking lot (asphalt)"/>	<input type="text" value="021.000 : Transport"/>	<input type="text" value="20000"/>	<input type="text" value="Pot holes fix"/>	

- Verify that the commodity has been added in the list on the current screen. If not click on Refresh View
- Save Changes

Priced Commodities View

Change to: [All Commodities View](#)

Venue:

Add New Commodity:	Type	Space	Value	Description	Add
<input type="text" value="(Select)"/>	<input type="text" value="Improvement of parking lot (asphalt)"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value="Pot holes fix"/>	

✔ The commodity was saved successfully.

Del	Category	Item	Title	Value	Currency	Contract	Space	Handover Date	Handback Date	Description
<input type="checkbox"/>	Civil works/landscaping	BDC_TRA_CIV_001	improvement of parking lot (asphalt)	20000	€	Estimate	021.000 Transport	12/10/2022	11/11/2022	Pot holes fix
<input type="checkbox"/>	Fire alarm / Fire detection system	BDC_BRC_FRA_001	alarm	200	€	Estimate	003.003 Broadcast Production Office	12/10/2022	11/11/2022	
<input type="checkbox"/>	FOP lighting indoor	BDC_ACT_FU_001	Broadcast lighting FOP	1000	€	Estimate	002.000 Athlete Competition Operation	12/10/2022	11/11/2022	
<input type="checkbox"/>	FOP lighting indoor	BDC_BRC_FU_001	FOP lighting allowance	8000	€	Estimate	003.000 Broadcast	12/10/2022	11/11/2022	test
<input type="checkbox"/>	Power - Miscellaneous work	BDC_ACT_POM_001	Outlets	200	€	Estimate	002.003 Athlete Warm Up / Training	12/10/2022	11/11/2022	
<input type="checkbox"/>	Power - Temporary Power	BDC_ACT_POW_001	Outlet	1000	€	Estimate	002.001 Field of Play (FOP)	12/10/2022	11/11/2022	
<input type="checkbox"/>	Temporary Seating	BDC_GSP_STG_001	630 : Temp seating / Beach volleyball & beacj handball (500 seats)	100	€	Estimate	008.000 Guest Service & Protocol	12/10/2022	11/11/2022	

[Refresh View](#) |
 [Save Changes](#) |
 [Delete Selected](#) |
 [Exit](#)

- Click on All Commodities view to move back to the Venue Space list

Priced Commodities View

Change to: [All Commodities View](#)

Venue:

Add New Commodity: Type: Space: Value: Description: [Add](#)

✓ The commodity was saved successfully.

Del	Category	Item	Title	Value	Currency	Contract	Space	Handover Date	Handback Date	Description
<input type="checkbox"/>	Civil works/landscaping	BDC_TRA_CIV_001	Improvement of parking lot (asphalt)	20000	£	Estimate	021.000 Transport	12/10/2022	11/11/2022	Pot holes fix

- You will now see that the data is captured for the selected space code
- You can always click on Edit to make modifications

All Commodities View

Change to: [Priced Only View](#)

Venue:

Functional Space:

Actions: [Refresh](#) | [Add a New Space](#) | [Save Changes](#) | [Delete Selected Spaces](#) | [Exit](#)

Del	Ref No.	Space	Room Descr	Comments	Attached Commodities
<input type="checkbox"/>	021.000	Transport			<p>BDC_TRA_CAR_001 1 unit Standard commentator positions (1.8m width) - 3 seats , 2 rows deep (incl subplatform)</p> <p>Civil works/landscaping - Improvement of parking lot (asphalt) Pot holes fix £20000.00</p> <p>add new quantified add new priced</p>