

Quick Buttons

How to Add or Adjust Quick Buttons in Wylie

Quick buttons allow you to access your most purchased products with a single click. Follow these steps to add or modify quick buttons:

Step 1: Open the Sales Menu

- Navigate to the top of the **Wylie** interface.
- Click on the "**Sales**" menu.

Step 2: Select “Quick Buttons”

- From the dropdown, choose "**Quick Buttons**".
- A new window will open.

Step 3: Find the Product or Package

- In the new window, either:
 - **Scan the product's UPC**, or
 - **Start typing the name** of the product or package.

Step 4: Add or Remove the Product

- Once the product appears:
 - **Select it.**
 - Click "**Remove**" to take it off the quick button list, or click "**Save**" to add it as a quick button.

Online URL: <https://help.wyliebiz.com/article.php?id=83>