

# How do I enter the discount for an order?

1. Open an order
2. Enter the percentage or the discount price.

Currency: EURO	Exchange rate: 1.00	Total price: 1,405
Discount: 0.0000	Discount %: 0.00	Discounted total price: 1,405
		<input type="button" value="Save &amp; close"/> <input type="button" value="Cl"/>

3. Click on **Save & close**.

Only one value is necessary. If a discount percentage is entered, the discount price will be calculated. If a discount price is entered, the discount percentage will be calculated.

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