

"Wine cellar" Module

The [Wine cellar] module allows you to manage the complete contents of a cellar in a simple and organised way. It will thus be possible to know at any time the state of the complete stock as well as its value, and to display it by appellation, vintage and country.

A catalogue of more than 650 wine fact sheets is included, containing grape varieties, appellations, labels, producers' websites, etc. When new sheets are inserted - at the request of customers or producers - they are integrated into the updates.

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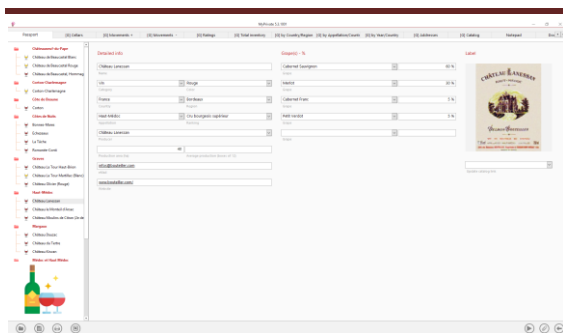
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Summary of module tabs

In this module - with the exception of [Passport] and [Notepad] - all tabs are global and display information about the entire cellar.

[Passport]	Wine information sheet
[Cellars]	List of cellars by residence
[Movements +]	List of entries in the cellar
[Movements -]	List of exits from the cellar
[Evaluations]	Consumer recommendation list
[Total inventory]	Total inventory of the cellar
[Inventory by country]	Total inventory of the cellar - By country
[Inventory by appellation]	Total inventory of the cellar - By appellation
[Inventory by vintage]	Total inventory of the cellar - By vintage
[Addresses]	Important addresses
[Catalogue]	MyPrivate wine catalogue
[Notepad]	Notes tab for each wine
[Documents]	Non-financial documents related to the respective passports
[Reports]	Printing of information

[Passport]



The passport is the detailed fact sheet of a wine. The following information may be included:

- Name
- Appellation
- Grape variety/varieties
- Producer
- Country
- Label
- etc.

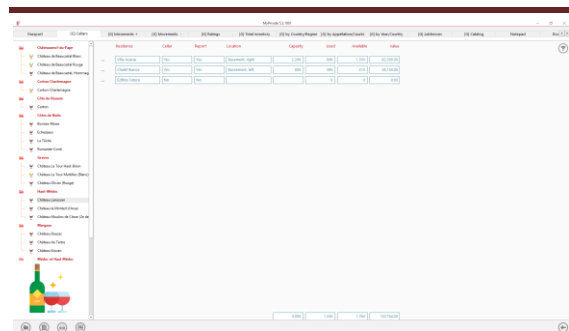
The user can create their own cards and / or use existing cards.

Specific field:

[Update catalogue link]: This field is used to replace a passport created by a user with a more complete passport later added to the catalogue.

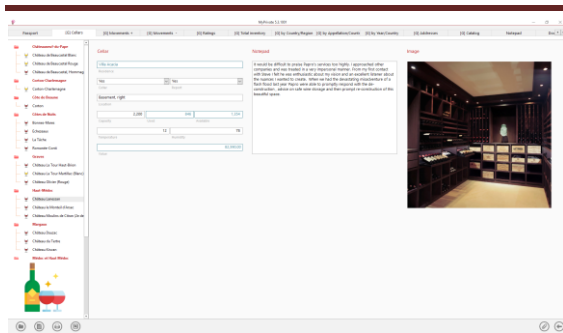
In case of replacement, the data of the other tabs remain unchanged.

[Cellars] – Summary



Information for each cellar is shown. For each residence one or zero cellars can exist.

[Cellars] – Detail

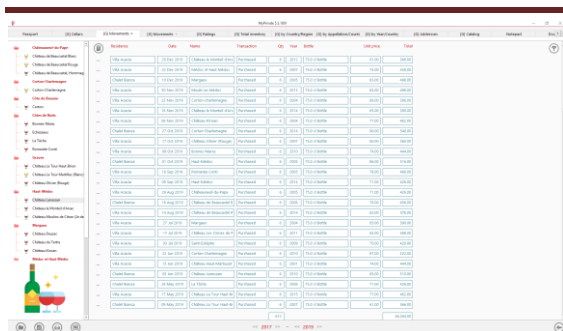


Detail information can be supplied for each cellar:

For each residence the following information is shown:

- Whether a wine cellar exists
- Whether to include its contents in the reports
- Where the cellar is located in the house
- Available, used and total capacity (bottles)
- Total value

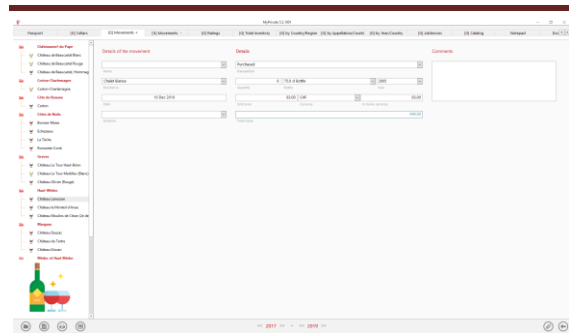
[Movements +] - Summary



This screen displays a list of all the wines added to the cellar in the selected period at the bottom of the screen.

In this screen it is also possible to sort the data by column by clicking on the name of the desired column.

[Movements +] - Detail

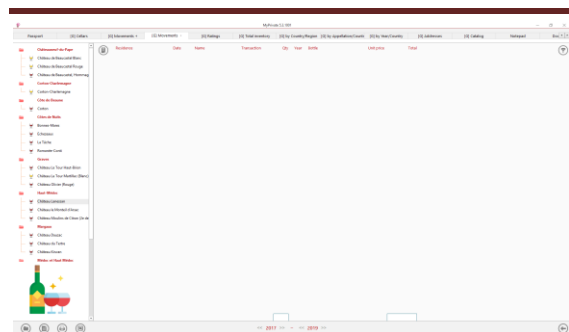


Adding a wine to the cellar:

The wine is selected from the [Name] drop-down menu, which displays the complete list of wines in the cellar. The following information may be added thereto:

- Residence
- Date of purchase
- Type of transaction (purchase, gift, ...)
- Quantity
- Bottle
- Vintage
- Unit price/currency
- Comments

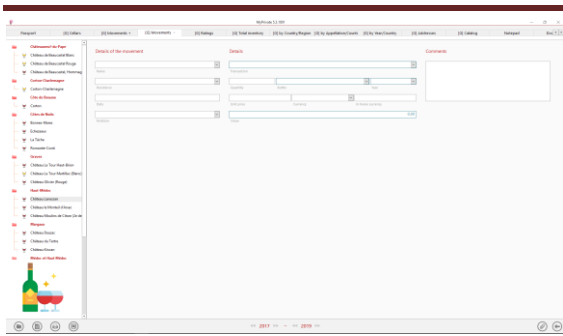
[Movements -] - Summary



Displays the list of wine movements from the cellar.

In this screen it is also possible to sort the data by column by clicking on the name of the desired column.

[Movements -] - Detail



Removing a wine from the cellar:

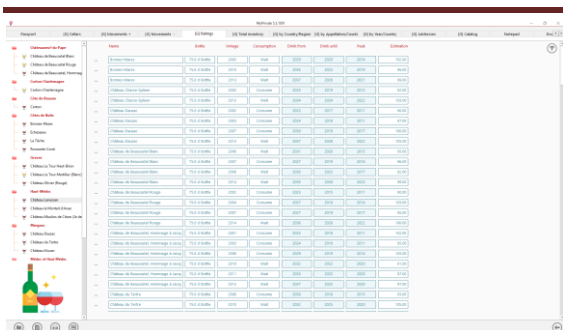
The wine is selected from the [Name] drop-down menu, which displays the complete list of wines in the cellar. The following information may be added thereto:

- Residence
- Release date
- Type of transaction (consumed, sold, given as a gift)
- Quantity
- Bottle
- Vintage
- Unit price/currency
- Comments

Specific field :

[Unit price]: When selling a bottle, enter the selling price per unit. If the bottle is consumed or given as a gift, MyPrivate displays the unit price of the last purchase.

[Ratings] - Summary

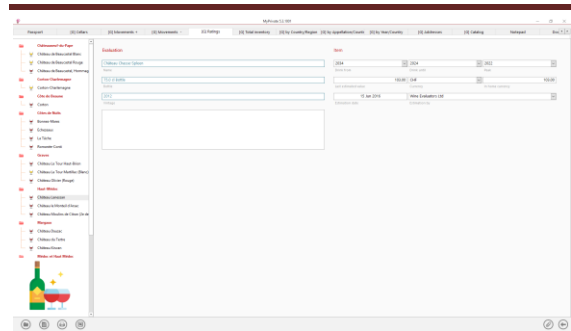


This tab shows the complete list of wines in the cellar, with the possibility of adding years in the fields [Drink from], [Drink until] and [Peak].

Dates can be added directly to this screen, or on the [Ratings] - Detail screen.

In this screen it is also possible to sort the data by column by clicking on the name of the desired column.

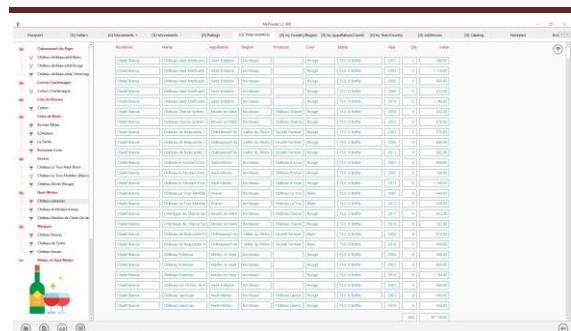
[Ratings] - Detail



Allows to register for each wine

- The year from which the wine can be consumed
- The year from which the wine should be consumed
- The peak
- A comment


[Total inventory]



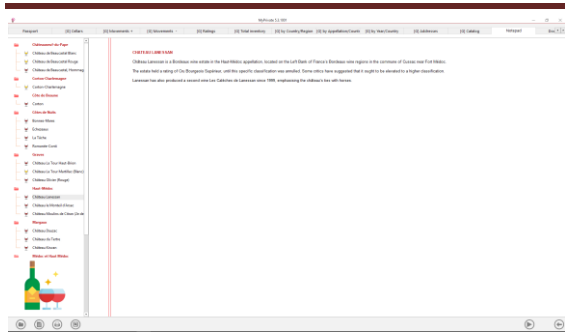
This screen displays the total inventory of the cellar, sorted by name.

In this screen it is also possible to sort the data by column by clicking on the name of the desired column.

To add a wine from the catalogue to its own cellar, click on the triangle at the end of the line, select [Add this wine to your cellar]. The wine is added and visible in the tree on the left.

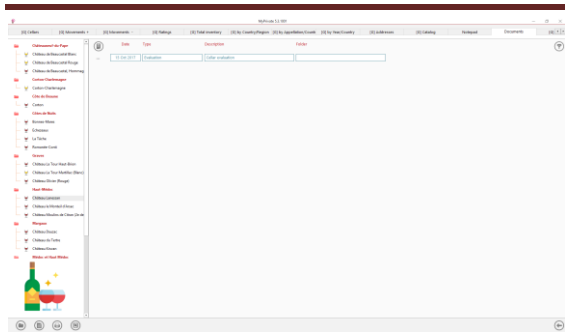
The wine catalogue is updated regularly. To download the latest version of the catalogue, click on the icon 

[Notepad]




This tab allows you to enter various notes related to the selected wine.

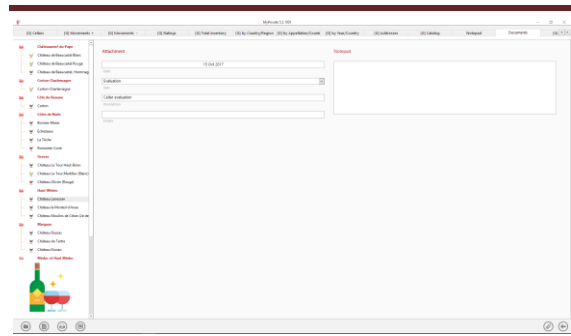
[Documents] - Summary




This tab allows you to scan and preserve all types of documents by assigning them a date, a type and a title. A summary of documents related to the object is displayed and allows a quick view of the documents available.

To add a new document, click on the icon . The following screen opens:

[Documents] - Details



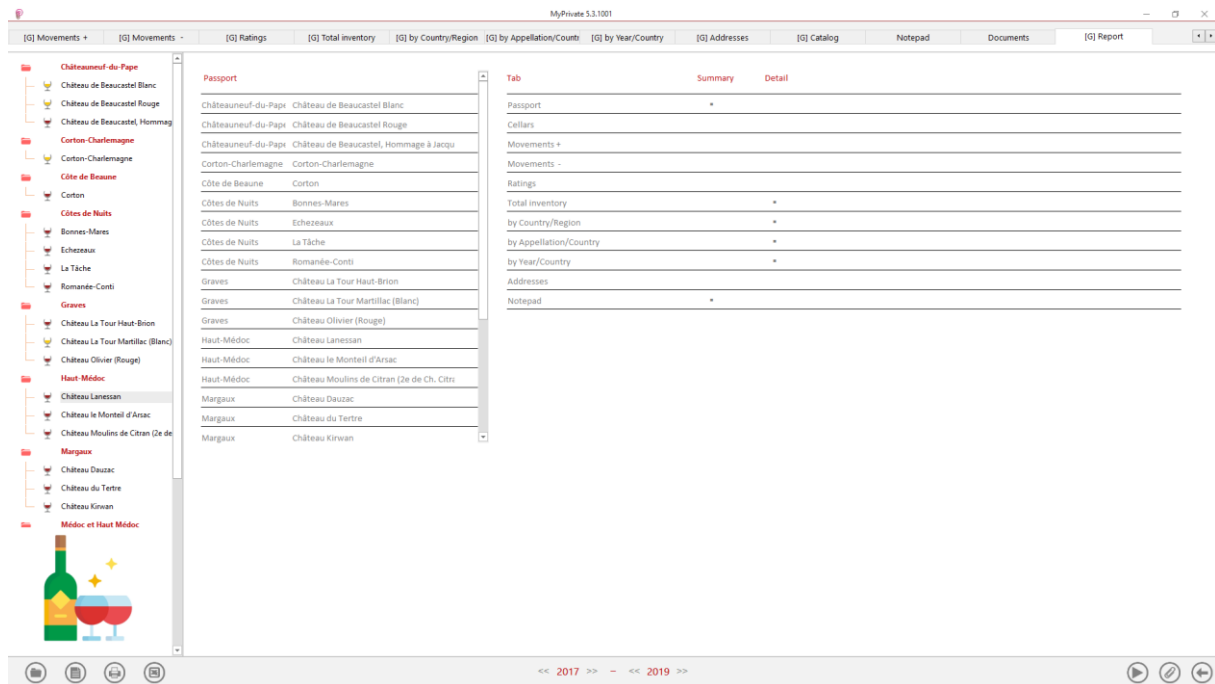
Enter the date of the document, a type (select an existing type from the drop-down menu or enter a new one) and a description. These three items will appear in the [Documents] - Summary. The [Notepad] field is for adding additional information.

Once these fields are filled, click on the icon  to start scanning documents.

For scanning and document integration, refer to the "Document Management" user manual

[Reports]

This tab allows you to choose which passports and tabs to print



Select/deselect the data to be printed by clicking on the corresponding line(s) and column(s).


The choices are

- Passports
- Tabs - Summary and details

The selected passports and tabs are marked with the character [✓].

For some tabs it is possible to print the summary and/or the details.

When a print option is not available, it is indicated by the character [▪].

Once the information to be printed has been chosen, click on the button  then choose the [Generate Report] option.

MyPrivate prepares a PDF file that will be ready for printing.