

# SCALE UP!



The Business Game  
odoo

## Your Story

“I am done, I quit!” are the words you said to your manager 3 months ago. With \$50k of savings, you are ready to start a new adventure: launch the furniture business you have always dreamed of.

A month later, the company MyOffice Inc. is incorporated! The next step is to recruit a great team. After a few interviews, you hire Jeffrey a sales manager, Marc as a purchase manager, and Paul the secretary.



**You**  
CEO



**Jeffrey**  
Sales Manager



**Marc**  
Purchase Manager



**Paul**  
Secretary

Paul helps you find an affordable office location. Now, it's time to start doing business; purchase your first products, market your company, sell those products and, hopefully, make a profit!

The first game, “Buy & Sell”, will help you setup your B2B business: from buying new products to selling and delivering to customers. Once these processes are in place, you'll be able to choose from 6 others scenarios to develop your strategy:

- Launch a **point of sale** for consumers
- Offer extra **services**
- **Manufacture** your own products
- Manage your inventory with **barcodes**
- **Sell online** with an eCommerce website
- **Lease fully-furnished properties**

Good luck with your new business life!



# SCALE UP!

## Game Rules

The game has 7 business cases of 8 to 10 cards each. **Start with the game “Buy & Sell”**, then play other ones according to your strategy. For each card, follow these 3 steps:

- 1 Read the business case in the front of the card. **Don't look at the back yet!**



- 2 Do the business process online, on [www.odoo.com](http://www.odoo.com). **Take your time**, the goal is to learn!



- 3 Compare what you did with the solution on the back of the card.



## Your Score

Pile up cards front side up if you found the solution before looking at the back (even if you did it differently), or back side up if you missed something in the solution. At the end of the game, count the stars at the bottom-right corner of each face. The following table defines your level of success:

16+	14-15	12-13	10-11	7-9
★★★★★	★★★★	★★★	★★	★

# Buy & Sell

You are the CEO of **MyOffice Inc.**, a modern furniture retailer. To help your business grow, you have decided to setup an integrated management software.

Create your company's **database** on [www.odoo.com](http://www.odoo.com) and select the **Apps** required for the following business flow:

Create a Product

1

Purchase Large Desks

2

Receive Products

3

Control the Bill

4

Sell Products

5

Deliver to Customer

6

Invoice Customer

7

Record Payment

8

Analyze Profits

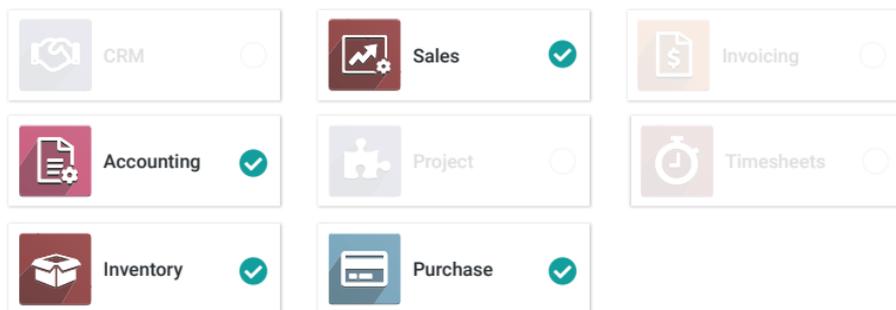
9



# Buy & Sell

← → ↻ <https://www.odoo.com> ☰

Start Now. It's Free



These are the minimum set of apps for the flow, but you can install more.

Configure >

Company Name

MyOffice Inc.

myoffice-inc.odoo.com ✎

Country

United States ▼

Start now >



If your company name starts with 'edu-', the database will exist for 10 months and will be deleted afterwards without backup.

Your own country should be selected by default. The country defines the right taxes, charts of accounts and legal reports.

Once finished, you will receive an email to confirm your database and validate your password.



Buy & Sell

# Create a Product

1



Marc • Purchase Manager

Hi, we visited **Wood Corner**, a new vendor that supplies office furniture. Here is a photo of their **Large Desk** that we like.

You



What's the cost?



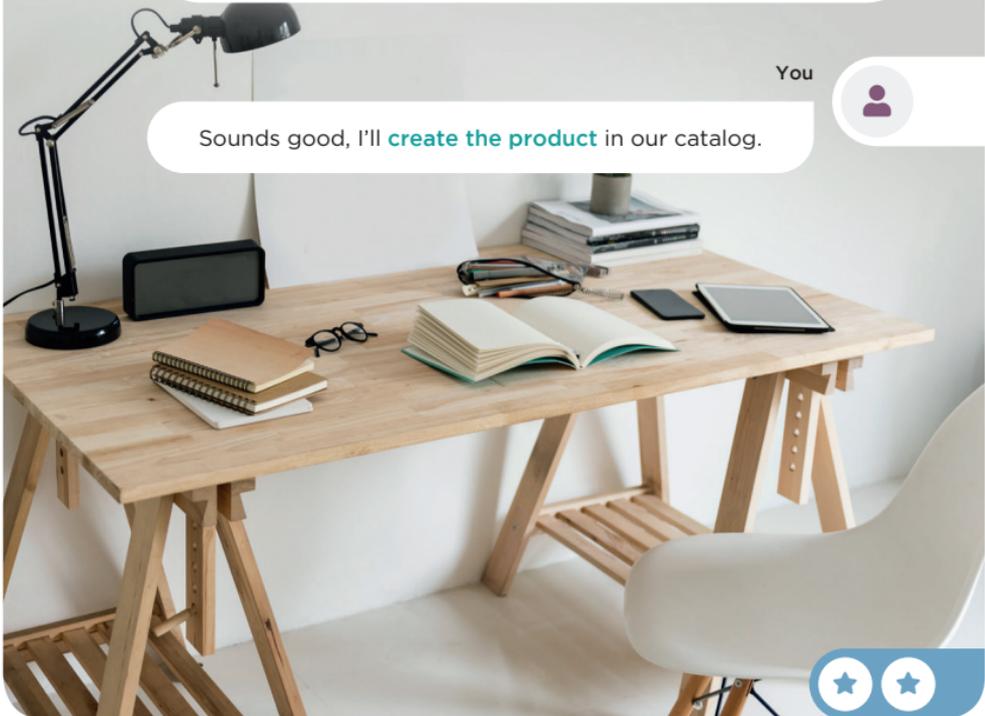
Marc • Purchase Manager

They cost **\$140** each, but they are discounted to **\$100** if we order a **minimum of 10 desks**. We can sell them at **\$220**.

You



Sounds good, I'll **create the product** in our catalog.





Purchase

Purchase ▶ Products

CREATE

Product Name

## Large Desk

General Information

Sales

Purchase

**Product Type** Storable Product **Sales Price** 220.00

**Services:** No inventory management  
**Storable:** Send, receive and track inventory  
**Consumable:** Send & receive - No inventory count

**Cost** 140.00

Any cost between 100 and 140 is considered correct, as the accounting valuation will depend on future purchases.

General Information

Sales

Purchase

Vendor	Minimal Qty	Price
✚ Wood Corner	10.00	100.00
✚ Wood Corner	1.00	140.00

If you don't record a vendor, Odoo automatically creates it at the first purchase order.

With Quantity set at 10 in the first line, the system uses the matching price when creating a purchase order over 10 items.



Buy & Sell

# Purchase Large Desks

2

You



Jeffrey, I plan to purchase **Large Desks**.  
What are your monthly sales estimates?



Jeffrey • Sales Manager

Between 9 and 12.

You



Ok, I'll **purchase 10 desks** to start with.



# Purchase 10 items

2



Purchase

Purchase ▶ Request for Quotation

CREATE

Vendor Wood Corner ▼

Products

Other Information

Product	Quantity	Unit Price	Taxes	Subtotal	
Large Desk	10.000	100.000	15.00%	\$ 1,000.00	

[Add a line](#)



Taxes vary by country. Depending on your localization, you may not have the same tax as the example.



Optionally, you can send it by email.

SEND BY EMAIL

RFQ

RFQ SENT

PURCHASE ORDER

CONFIRM ORDER

RFQ

RFQ SENT

PURCHASE ORDER



This button takes you directly to the Receipt document.



1 Receipt



Buy & Sell

# Receive Products

3



Incoming Call...

Hello, I'm the driver from Wood Corner.

I'll be at your warehouse in 5 minutes,  
can you open a loading dock?

You



Ok, go to dock 3. I'll **validate the receipt**.



# Receive Products

3



Inventory

## Receipts

My Company

1 TO PROCESS

Reference

Partner

Status

WH/IN/00001

Wood Corner

Ready

EDIT

## WH/IN/00001

Partner

Wood Corner

Source Document

PO00001

Operations

Additional Info

Note

Product

Initial Demand

Done

Large Desk

10.000

10.000



i

If you don't set any quantity received in the 'Done' column, Odoo asks for a confirmation to accept all the initial demand (ordered quantities).

VALIDATE

DRAFT

WAITING

READY

DONE



# Control the Bill



Paul • Secretary

Hi, we've received a bill from the vendor.

I've put it on your desk, can you **create, check and validate it**?  
No need to pay it right now, the due date is in 2 months.



**Wood Corner**  
1164 Cambridge Drive  
White Tanks, AZ 85340  
United States  
accounting@wood-corner.com

**MyOffice Inc**  
1725 Slough Avenue  
Scranton PA, 18540  
United States

## Invoice 2020/0123

Description	Quantity	Unit Price	Amount
Large Desk	10.000	\$ 110.00	\$ 1,100.00
<b>Subtotal</b>			\$ 1,100.00
Tax			\$ 165.00
<b>Total</b>			\$ 1,265.00

Please use the following communication for your payment:  
**INV/2020/0123**

Payment terms: **2 months**



# Control the Bill

4



Accounting

Vendors ▶ Bills

CREATE

Vendor Wood Corner ▼

Auto-Complete Select a purchase order ▼

PO0001: \$ 1000.00

Bill

Other Info

Product	Quantity	Unit Price	Taxes	Subtotal	
↕ Large Desk	10.000	100.000	15.00%	\$ 1,000.00	🗑️

[Add a line](#)

VALIDATE

DRAFT

OPEN

PAID



**Bonus Point** • There is a difference between the bill auto-completed by Odoo (\$100) and the vendor bill (\$110). When this happens, you usually send a message to the vendor. You get an extra 🌟 if you noticed it (even if you did not send the message).

To: Followers of "BILL/2019/0001"



Hello, on your invoice 2019/0123, you charged us \$110 per unit instead of the \$100 we agreed upon. We accept the bill, but we won't pay it until you send us a \$100 refund receipt.



SEND



Buy & Sell

# Sell Products

5



Brandon • Customer

Hi, **Brandon from Azure Interior** speaking.

I've seen beautiful wooden desks in your catalog. Can you **send a quote for 3 desks** to: **[brandon@game.odoo.com](mailto:brandon@game.odoo.com)**?

You



You'll get it by email right now!





Sales

Orders ▶ Quotations

CREATE

Customer

Brandon

Order Lines

Optional Products

Other Information

Product

Ordered Qty

Unit Price

Taxes

Subtotal



Large Desk

3

\$ 220.00

15.00%

\$ 660.00



[Add a product](#)

[Add a section](#)

[Add a note](#)

SEND BY EMAIL

QUOTATION

QUOTATION SENT

SALES ORDER



Wait 30 seconds, then refresh your page. The quotation should be confirmed by Brandon automatically if you sent the email to [brandon@game.odoo.com](mailto:brandon@game.odoo.com), or click [CONFIRM](#) if you don't want to wait.

QUOTATION

QUOTATION SENT

SALES ORDER



This button takes you directly to the Delivery Order.



1

Delivery



# Deliver to Customer



Roger • Inventory Manager

I'm in a meeting this morning.

Can you process and **validate the delivery orders** that are ready to be shipped today?  
Make sure that the one from **Azure Interior** is shipped.

You



Okay, I'll check this right away!





Inventory

## Delivery Orders

My Company

1 TO PROCESS

Reference

Partner

Status

WH/OUT/00001

Azure Interior, Brandon

Ready

VALIDATE

**Immediate Transfer?** You have not recorded *done* under quantities yet, by clicking on *apply* Odoo will process all the *reserved* quantities.

APPLY

DRAFT

WAITING

READY

DONE



Odoo reserves products automatically based on quantities on hand. However, even if you don't have enough stock you can force the transfer. If you chose this method, the stock might become negative until you fix the issue.



Buy & Sell

# Invoice Customer

7



Anita • Accountant

Can you validate which **sales orders** we need **to invoice**?  
I'd like to invoice everything before the end of the month.

You



I'm on it!





Sales

To Invoice ▶ Orders to Invoice

Order Number	Customer	Total	Invoice Status
S0001	Azure Interior, Brandon	\$ 759.00	To Invoice



CREATE INVOICE

Create Invoice

Regular invoice

i

The other options "Down payment" allow you to invoice only a part of the invoice (i.e. 20% or 500€).

CREATE AND VIEW INVOICE

Product	Quantity	Price	Taxes	Subtotal
Large Desk	3.000	220.00	15.00%	\$ 660.00
<b>Untaxed amount:</b>				\$ 660.00
<b>Tax:</b>				\$ 99.00
<b>Total:</b>				\$ 759.00

VALIDATE

DRAFT

OPEN

PAID



Buy & Sell

# Record Payment

8



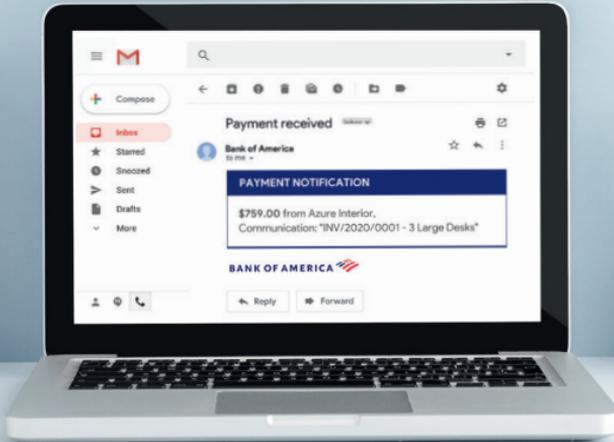
Inbox (1)

**PAYMENT NOTIFICATION**  
**\$759.00 from Azure Interior**  
Communication: "INV/2020/0001 - 3 large desks"

You



Let's **register this payment** in the invoice.



# Record Payment

8



Accounting

Customers ▶ Invoices

Customer	Invoice Date	Total	Status
Azure Interior, Brandon	01/04/2020	\$ 759.00	Open

REGISTER PAYMENT

Payment Amount

759.00

Payment Journal

Bank (USD)

i

Payment Amount and Journal can be different, it depends on the taxes and currency of your country. Add the total of the invoice for Payment Amount.

VALIDATE

DRAFT

OPEN

PAID

i

Instead of recording payments manually, you can synchronize your bank with Odoo (it supports integration with 24.000 banks), or import bank statement files. Reconciliation becomes much faster as matches are suggested automatically.



Buy & Sell

# Analyze Profits

9

You



Can you tell me the net profit of this year?  
I need it for a board meeting tomorrow.



Anita • Accountant

Let me check the **Profit & Loss report**.



# Analyze Profits

9



Accounting

Reporting ▶ Profit & Loss

If you are looking for a specific feature, start typing letters in the Home to search across all menus. Try "Profit".



	Continental	Anglo-saxon	Anglo-saxon w/ perpetual valuation
<b>Income</b>	660.00 €	\$ 660.00	\$ 360.00
<b>Operating Income</b>	660.00 €	\$ 660.00	\$ 660.00
Cost of Revenue	0.00 €	\$ 0.00	-\$ 300.00
<b>Expenses</b>	1000.00 €	\$ 0.00	\$ 0.00
<b>Expenses</b>	1000.00 €	\$ 0.00	\$ 0.00
<b>Depreciation</b>	0.00 €	\$ 0.00	\$ 0.00
<b>Net Profit</b>	- 340.00 €	\$ 660.00	\$ 360.00



Depending your national principles for accounting (Continental or Anglo-Saxon), you should have a net profit of - €340 or + \$660. In Continental accounting, the expense is recorded at the time of the purchase. While in Anglo-Saxon accounting, the expense is recorded once the goods are sold (in the Cost of Revenue account).

## Congratulations!



What's next? Choose your strategy:

### Run a Store

Start selling in your showroom.

### Sell Services

Target new customer segments.

### Manufacture

Build your own products.

### Sell Online

Create an eCommerce website.

