



QuickStart Guide

Accessories

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ARKONA QuickStart Guide

Use this QuickStart Guide to learn how to make accessories work on a car deal.

- 1. Take option 1=Deals from the Business Office menu.**
- 2. Select the deal by stock number or customer name.**
- 3. Use function 38=Accessories to display the accessories already included on the deal.**
 - a. Use function **F4=Select** to display the list of accessories.
 - Accessories must be added to your list by ARKONA so that they print correctly on the forms.
 - b. Take option **1=Select** by the accessory you want to include on the deal.
 - c. Use function **2=Change** to update the retail price or option **4=Remove** to remove an accessory already added to the deal.
 - d. Set Include in MSRP = Y (on leases only) if you want the accessory to be included in the residual value of the vehicle.
 - e. Use function **F12=Cancel** to return to the deal.
- 4. Increase the price of the vehicle.**
 - a. The price of the vehicle must be changed to maintain your front-end gross after accessories have been added.
- 5. Change the cost of the accessories.**
 - a. Use function **70=Recap** to display the recap screen.
 - b. Take option **1=Accessories Cost** to display the retail, cost, and gross of each accessory included on the deal.
 - c. Key in the correct cost the accessory and press [FIELD EXIT].
 - d. Press [ENTER] to recompute the accessories gross.
 - e. Use function **F12=Cancel** to return to the deal.