

How Print Form Descriptions Are Generated

Scope

This article applies to all standard FirstBIT Software configurations.

It explains how the **Description** field displayed in standard print forms is generated, why it may differ from the selected **Item**, and how changes are propagated to derived documents.

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Document Print

Print

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COMMERCIAL INVOICE

00INV26-00000905

July 6, 2026

Issued By:	Bank Details:
Creatone LLC	-
TRN:	IBAN: -
Address:	SWIFT: -
Tel.:	Beneficiary: -
E-mail:	
Bill To:	Ship To:
Test Customer	Test Customer
TRN:	TRN:
Address:	Address: -
Tel.:	Contact Person: -
E-mail:	Tel:
Payment Terms: Payment	Delivery Terms: -

#	Description	Quantity	UOM	Price (Incl. VAT), (AED)	VAT, %	VAT Amount, (AED)	Amount, (AED)
1	Lipstick (01 tone), 1234082	1.000	Pcs	500.00	5	23.81	500.00
Amount in Words: Five hundred AED ONLY				Total (Excl. VAT), (AED):			476.19
				Total VAT, (AED):			23.81
				Total (Incl. VAT), (AED):			500.00

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Overview

In standard print forms (such as Invoice, Invoice Received, Credit Note, Tax Invoice, Tax Credit Note, and other standard documents), the **Description** field is **not** populated directly from the **Item** field.

Instead, the print form displays the value stored in the **Content** field of the document line.

The standard workflow is shown below.

User selects an Item

Full Description + SKU
from the Item master

Content field
(Document Line)

Description displayed
in the Standard Print Form

Each field has a different purpose within the system.

Invoice 00INV26-00000905 dated 7/6/2026 11:26:20 AM 🔗 ⋮ ✕

Main Consolidated Analysis by Orders Customer Order Processing Payment Terms Analysis Statement of Mutual Settlements

Post and close Save Post 📄 🖨️ 🔔 Dr Cr 🔄 Generate - 🖨️ - ⚙️ Settings More actions - ?

Main Inventory and Services (1) Payment Terms Additional Information

Add ↑ ↓ 📅 🏷️ Pick 📋 (+) Create/Cancel Deferral Search (Ctrl+F) ✕ More actions -

#	Item	Content	Quantity	Price	Discount, %	Discount Price	Amount	VAT, %	VAT Amount	Total	Income Item
1	Lipstick	Lipstick (01 tone), 1234082	1.000	500.00		500.00	500.00	5%	23.81	500.00	Operation Incom

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☆ Lipstick (Item)

[Main](#)
[Prices](#)
[Availability Analysis](#)
[Sales](#)
[Stock Statement](#)
[Item Barcodes](#)
[Supplier Pr](#)

Save and close

Save

Edit GL Accounts

Main Parameters

Accounting Parameters

Storage and Purchasing Parameters

☒ Inventory Item
 ☐ Service
 ☐ Inactive

Folder:

▼

 Code: 00-00000310

Description:

Lipstick

Full Description:

Lipstick (01 tone)

SKU:

1234082

Category:

Main group

▼

Manufacturer:

▼

Brand:

▼

HS Code:

▼

Country of Origin:

▼

Price Group:

▼

Unit of Measure:

Pcs

▼

Net Weight:

0.000

 (Kilogram)

Processing Time (Days):

1

?

Additional Information

This design provides greater flexibility when preparing documents.

For example, users can:

- include additional information in printed documents;
- modify the description for a specific document without changing the Item master;
- preserve document-specific wording while continuing to use the same Item.

How the Content Field Is Populated

When an Item is selected in a document, the system automatically populates the **Content** field using the following information from the Item master:

- Full Description

- SKU

This value becomes the default text that will later appear in the standard print form.

If the document type supports editing, users can manually change the **Content** field.

The standard print form always displays the current value stored in the **Content** field.

Why the Description May Be Blank

The standard print form reads the **Description** only from the **Content** field.

If the **Content** field is empty, the **Description** in the print form will also be empty.

This may occur, for example, when:

- the Content field was cleared manually;
- imported from Excel data did not populate the Content field;
- custom processing removed or replaced the value;
- the source document already contained an empty Content field.

Selecting an **Item** alone does not populate the Description in the print form if the **Content** field contains no value.

How Changes Propagate to Derived Documents

Some document types allow users to edit the **Content** field manually.

For example, users can edit the **Content** field in a **Credit Note**.

The screenshot shows a 'Credit Note 00CN26-00000048 dated 6/29/2026 12:00:01 PM'. The 'Main' tab is selected, showing 'Inventory (1)' and 'Settlements (1)'. The 'Content' field for 'Eye Shadow' is highlighted in blue and contains the text 'Eye Shadow (liquid), 989932'. A red box highlights the 'Content' field, and a red arrow points to it from the 'non-editable' label below.

#	Item	Content	Quantity	Price	Discount, %	Discount Price	Amount	VAT, %	VAT Amount	Total	Income Item
1	Eye Shadow	Eye Shadow (liquid), 989932	1.000	300.00		300.00	300.00	5%	14.29	300.00	Operation Inco

Other document types are generated from source documents and inherit their values.

For example, a **Tax Credit Note** inherits the **Content** field from the related **Credit Note**.

The screenshot shows a 'Tax Credit Note (create)' form. The 'Main' tab is selected, showing 'Inventory and Services (1)'. The 'Content' field for 'Eye Shadow' is highlighted in blue and contains the text 'Eye Shadow (liquid), 989932'. A red box highlights the 'Content' field, and a red arrow points to it from the 'non-editable' label below.

#	Item	Content	Quantity	Price (AED)	Discount, %	Discount (AED)	Amount (AED)	VAT, %	VAT Amount (AED)	Total
1	Eye Shadow	Eye Shadow (liquid), 989932	1.000	300.00			300.00	5%	14.29	

non-editable

The inheritance workflow is shown below.

Credit Note
(Content edited)

Tax Credit Note
(inherits Content)

Description
in Standard Print Form

Because the **Content** field is inherited, it cannot be edited directly in the Tax Credit Note.

If the Description displayed in the Tax Credit Note print form must be changed:

1. Update the **Content** field in the source **Credit Note**.
2. Refresh or recreate the related **Tax Credit Note** so that it inherits the updated value.

Summary

The **Description** displayed in standard print forms is generated from the **Content** field of the document line, not from the selected **Item**.

The **Content** field is initially populated from the Item master using the **Full Description** and **SKU**, but it can be edited in document types that support manual changes.

Derived documents inherit the **Content** field from their source documents. Therefore, changes to the Description should always be made in the originating document before the derived document is recreated or refreshed.

Thank you for being FirstBIT Customer!