

# INVENTORY

## INVENTORY AND STOCK INDEX

### INVENTORY SETUP DATA

- Setting up Tax Rates
- Add a Part Category
- Non Serialised Stock Batch Tracking
- Inventory Ware-houses-Add a Ware-house

### INVENTORY DEFINITION

- Introduction to Inventory Definition
- Create a New Part Definition
- Yield Control / Assign Meter Yield
- Assign a Depreciation and/or Wear and Tear Method
- Link Meter Definition to a Serialised Part
- Assign a Supplier to a Part
- Additional Data
- Assign / Edit Min Max

### STOCK REQUISITION

- Purchase Requisition to Replenish Stock
- Purchase Requisition to fulfill a Part Request

### QUARANTINE STOCK RECEIPTS

- Receive Goods into Quarantine Warehouse
- Create a (Non-Stock) Service Request for Shipping Costs - Quarantine
- Print Purchase Order for Shipping Costs - Quarantine
- Revalue and Release Goods into Store from Quarantine
- Return Goods to Supplier from Quarantine

### STOCK RECEIPTS

- Receive Goods into Store - Non Quarantine
- Receive Goods into Store - Under Supply
- Receive Alternate Parts

## Levels

- Assign / Edit a Re-Order Point
- Attaching Digital Documents
- Link or Unlink Alternate/Substitute Parts

## PART ENQUIRIES

- Part Search

## BILL OF MATERIALS

- Introduction to Bill of Materials
- Creating a New Bill of Materials
- Parent-Child BOM: Link a BOM to a Part Definition
- Inclusions BOM: Linking a BOM to a Contract
- Adding a New Part to a BOM

## STOCK VS ASSETS

- Convert from Stock to Asset
- Convert from Asset to Stock

- Receive Services - Non-Stock Receipts

## STOCK ISSUES

- Introduction to Part Requests
- Part Request Authorisation
  - View Readings on Prior Part Issues
- Change Part Request Warehouse
- Print Picking Slip
- Issue Stock
- Issue Internal Assets
- View / Issue Alternate Stock

## PROJECT REQUESTS

- Print Picking Slip

## STOCK RETURNS

- Quick Part Returns: Return Stock from a Call/Project/Work Order to Store
- Return Stock to Store from Credit Note
- Return Internal Asset from Contract Closure / Loan Unit Return / Stock from

**STOCK STATUS**

- View Part Quantity and Location
- View Short Stock
- View All Stock
- View Stock on Hand
- View Purchase Order Action Report (POAR)

**Tech Connect**

- Return Stock to Supplier

**STOCK TAKE**

- Performing a Stock Take

**STOCK TRANSFERS**

- Performing a Stock Transfer

**PART YIELD**

- Part Yield Configuration
- Part Request Yield Check

**STOCK ADJUSTMENTS / RE-VALUATION**

- Adjusting Stock Out of Store
- Adjusting Stock Into Store
- Part Knock Down
- Part Build Up
- Adjustment Approval (Authorise or Reject)
- Revalue a Stock Item
- Revaluation Approval
- Revalue a Contract Asset

**SCONNECT - HANDHELD  
SCANNER**

- Introduction
- Stock Receipts
- Stock Issues

BPO.RSI.003

