

## **INVENTORY**

## **PARTS - TRANSACTIONS**

**Ribbon Access:** *Inventory > Parts* 



- 1. The *Part Listing* screen will display.
- 2. Here you can view a list of *part definitions* that have been set up on the system.
- 3. These part definitions store information relevant to the part, including:

	1-	Part Listin	ng - BPO: V	ersion 2.5	i.0.0 - Example	Company v	2.5.0.0						x
Home Equipme	ent / Locations Cont	ract Finance / HR Inventor	ry Main	tenance / P	rojects Manu	ufacturing	Procuremen	t Sale	s Service	Reporting	Utilities	_ 8	×
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Flocessing a	Tornas	a curent a runt a ru	ports al									//	
Links #	Drag a column header h	here to group by that column					/						
Enter text to search 🗡	PartCode 🔺	Description	Status	PartType	CatDescription	ModelNo	Weight	Volume	UnitOfMeasure	ShelfLife	PeriodType	PeriodTypeDesc	
Functions	<b>♀</b> # <b></b> ■⊂	* <b>0</b> ¢	8 <b>B</b> C	R <b>B</b> C	10 C	RBC	8 <b>B</b> C	880	REC	-	8 EC	R E C	^
	102-7854	Network cable	A	с	Spare Parts					0.00			
Items Supplied		SP19-12 Black Toner	Α	С	Toners					0.00			
		ZN Paper	Α	С	Stationery					0.00			
	14-1234	Toner	Α	С	Toners					0.00			
Substitutes	∃ 1414-147K	SP1414 MFC	A	С	Toners		35.7	0		10.00	уууу	Years	
	1458-96523	K147 Kyocera Colour Copier	A	A	Kyocera Multi	K147				0.00	m	Months	
	⊞ 147258	Black Toner	Α	С	Toners					0.00			
Documents	147-888544	K147 Black toner	A	С	Toners					0.00			
	147-888741	K147 Yellow Toner	Α	С	Toners					0.00			
	15-856	Drum for SP1515	Α	В	Spare Parts		1.5	0	ea	0.00			
ROME	1616-147K 1616-147K	Black toner SP1616	A	С	Toners		35.7	0		10.00	уууу	Years	
DOMS 2		Drum for SP1616	Α	В	Spare Parts		1.5	0	ea	0.00			
	1717-147K	Black Toner SP1717	Α	С	Toners	147K	0.5			0.00	уууу	Years	
		Drum for SP1717	Α	В	Spare Parts		1.5		ea	0.00			
Stock Control	19-1234	Test toner	Α	С	Toners					0.00			
		Drum	Α	С	Spare Parts					0.00			
	200PGFT	200 Page Feeder Tray	Α	В	Accessories	200PGFT				0.00			
		Cyan toner SP2020	Α	С	Toners					0.00			
		Black toner SP2020	Α	С	Toners		15	10		0.00			
Processing		SP2020 Clear Toner	Α	С	Toners					0.00			
		Magenta toner SP2020	Α	С	Toners					0.00			
Requisitions		Yellow toner SP2020	Α	С	Toners					0.00	-		Ψ.
					4						>	)	2 I I



## Transactions

The Transactions tile directs you to a data grid of transactional information relating to the selected part:

- Goods Received Notes History
- Stock Issue History
- Stock Returns History
- Stock Transfer History
- Stock Adjustments History
- In the *Edit Part Code []* screen,
  - Click on the *Transactions* tile.



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r text to search P	Part Code	SP 2020		00	Gelect.	SteDescription	Wheetlame	Binhame	SalesArrCode	0	1
A MARINE MARKANINA ANA	Description	SP2020 Sprint Colour Multi		-	V	Ourban	George White	George Bin	1001	X	
		Functional Copier		;	V	Prétoria	PTA Main Wareh	PM-A1	1000	X	
BOMs			÷	in the second	Ū	Durban	Off-Site	Interes .		10	1
	Model No	SP 2020		F	0	Durban	Cari_Whee				
	Part Type	Serialised Equipment	*	15		12016	-	- · · ·		)	
Stack Control	Taxable	1		801	Alloc	ation					
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	Category	Hardware	٠	,	V	SP2020PM1	Sprint 2020 PM Machi	ne Installation	PM	Pri	1
	Weight	5.2			۵	SP204VD	SP204 New Deal		PM	Ph	1
	Volume					YieldMono	Mono Toner Yield BOM	1	YIELD	Ye	
rocessing	Unit of Measure	ea				SP 20 20	SP2020 Part List		PARTS	Pa	j
Children and Chi	Single Supplier			0						/	
Requisitions	Shelf Life	5		Pot	t Mete	6		per c			
	Shelf Life Period	Years	•		select	MeterDefCode	MeterDescript	on MeterTy	pe Unit	A	1
	Depreciation Method	5 Year Straight Line	•	H	X	Colour	Colour Meter	CYCLE	Copies	A	1
Purchase Orders	Wear and Tear Hethod	3 Year straight line	,	-	U II	CODURAS	Colour A3	CILLE	Copies	R.	
	Maintenance Craft	Technician		4	N)	Mono 1	Mono A1	CILLE	Copies	-	
	Manufacturer	Swint	p	11	L.	Parana	PMIN NV	NTVIL-	- Copes	;	
Requests	Default Fee	Cervice	•	Yie	d Con	ia i					
and constraints	W'STUDIES TO S	vo ma		1	Select.	PartCode	PartDesc			MeterDef	C
				,	V	SP2020	SP 2020 Sprint Colour	Multi Functional (	Copier	Mono	
Transactions					۵	SP2020	SP2020 Sprint Colour	Multi Functional (	Copier	Colour	
				T		5P2020	SP2020 Sprint Colour	Multi Functional (	Copier	MonoA3	
						(02020)	CO 30 30 Great Calcure	M IN Exectional (	-	Colores 3	

- 1. A *Select Transaction Dates* screen will pop up.
- 2. Select the *Start Date* and *End Date* that you wish to view the part



transactions for.

3. Click on OK.

	Ŧ				Edit Part - CodeSP20	020 - BPO: Version	2.1.0.71 - Exampl	e Company	y						×
0	Home	Equipment an	d Locations (	Contract Finar	ce and HR Inventory	Maintenance and Pr	ojects Manufac	turing Pro	ocur	ement	Sales Service	e Reporting	Utilities	_	8 X
E Save	C) Back	Save Layou	t Workspaces		1	Select Tran	saction Dates	<u> </u>	• )	x					
Proce	ss a	For	mat			Home				$\sim$					
Links		4	1			1 🕜 😋									4
Enter te	xt to sear	ch ,0		Part Code	SP2020	Ok Back					SiteDescription	WhseName	B	inName	IsPr
				Description	SP2020 Sprint Colour Multi		3				Pretoria	PTA Main Wa	reho P	M-A1	1- 3
BO	Ms				r ancional copier	Processing	4				Cape Town	CPT Main	P	lain Bi	10
				Madal No.	502020	Start Date	2010/01/01			-	Durban	DBN-A1			1
		AV DOLLAR DE LA COLOR		Proder No	Second Equipment	Start Date	2015/01/01	100			Durhan	Off Site Ware	house		
Sto	ick Contro	40		Taxable		End Date	2019/06/01	•		0	ation				4
				Tax Rate	15.00	-	1				BOMCode [	Description		BON	Пуре
				Category	Hardware					1.	A4ADB01 /	ADB List		PAR	TE A
				Weight	5.2						AB1008 0	Copier Service Li	st	TAS	K
Proc	essing			Volume		2			•	$\checkmark$	AB2001 /	AB2001 Yield Re	lated BOM	YIEL	DU
			Ur	nit of Measure	ea				4		44 ADR03	Architects Drawi	na Rook	PAR	F <sup>C</sup>
Re	quisitions		Si	ingle Supplier					Pa	rt Mete	rs				4
				Shelf Life	5					Select	MeterDefCode	MeterDescr	iption I	MeterTyp	e
-			Sh	nelf Life Period	Years	<b>•</b>					Colour A2	Colour A2 M	leter	CYCLE	
Pur	chase Oro	ders	Deprec	iation Method	5 Year Straight Line	-					ColourA3	Colour A3		CYCLE	0
			Wear and	d Tear Method	5 Year Straight Line	•			•	$\checkmark$	Mono	Mono meter	•	CYCLE	L.
			Main	itenance Craft	Technician	•			4		Mono 83	Mono 43		TYCLE	
Re	quests		1	Manufacturer	Sprint	Q			Yie	eld Conf	ìg				4
				Default Fee	Service	*				Select	MeterDefCode	MeterDesc	Yield	YieldFa	ctor
	4								+	$\checkmark$	Mono	Mono meter	1 000.00	1	1.( -
Ira	insactions										Colour	Colour Meter	500.00	0	L.( U
											MonoA3	Mono A3	0.00		
1									4		Colour A 2	Colour A2	0.00		1
Open Wi	indows 🔻												01 Jul	2019	0
Open Wi	indows *												01 Jul	2019	0

The *Transactions for Part: []* screen will be displayed.

Here you can view a list of the following transactions raised for the selected part in the selected date range:

- 1. GRN (Goods Received Notes) History
- 2. Stock Issue History
- 3. Stock Return History
- 4. Stock Transfer History
- 5. Stock Adjustment History
- 6. Use the <u>filter row</u> to filter for a document type to make it easier to view the required transactions.
- 7. Click on *Back* to exit the screen.



## Parts - Transactions

	Ŧ		1	ransactions for Pa	rt : SP2020 - BPO: Versio	n 2.1.0.71 - Example C	ompany				
Hon	me Equipment and Locat	ons Contract	Finance a	nd HR Inventor	y Maintenance and Proj	ects Manufacturing	Procurement S	ales Service	Reporting	Utilities	_ & ×
Back Sa	iave Layout Workspaces	Print Expo	Refresh		6						
	nn header here to group b	t column			/						
DocNo	DocType	EventDate	PartCode	PartDesc	1	WarehouseName	BinLocationName	SerialNo	UnitCost	Quantity	Value
9											
GR000004	461 RECEIPT 💕	30 Apr 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	2020-102047	0.01	1.00	0.01
GR000004	463 RECEIPT	30 Apr 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	019122010	0.00	1.00	0.00
SI000008	312 ISSUE	29 May 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	AB999011	4 500.00	1.00	-4 500.00
SI00008	814 ISSUE	29 May 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Assets Warehouse	Internal Assets	2020-102041	500.00	1,00	-500,00
SI00008	801 ISSUE	06 Jan 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	AM001	4 500.00	1.00	-4 500.00
RE000002	202 RETURN	26 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	AB999011	4 500.00	1.00	4 500.00
TR000003	397 TRANSFER	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	AB999015	4 500.00	1.00	-4 500.00
TR000003	397 TRANSFER	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	George Warehouse	George_2_Bin	AB999015	4 500.00	1.00	4 500.00
TR000003	398 TRANSFER	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	AB999018	4 500.00	1.00	-4 500.00
TR000003	398 TRANSFER 🦘	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	George Warehouse	George_Bin	AB999018	4 500.00	1.00	4 500.00
TR000003	399 TRANSFER	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Main Warehouse	DBN-A1	AM003	4 500.00	1.00	-4 500.00
TR000003	399 TRANSFER	28 Feb 2019	SP2020 4	SP2020 Sprint Col	our Multi Functional Copier	George Warehouse	George_Bin	AM003	4 500.00	1.00	4 500.00
SA000002	268 ADJUST	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	George Warehouse	George_Bin	AM003	4 500.00	1.00	-4 500.00
SA000002	268 ADJUST	28 Feb 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	George Warehouse	George_Bin	AM003	5 000.00	1.00	5 000.00
SI00008	807 ISSUE	02 Apr 2019	SP2020	SP2020 Sprint Col	our Multi Functional Copier	Assets Warehouse	Internal Assets	2020-103053	4 500.00	1.00	-4 500.00
		5									
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