

INVENTORY

PARTS - ITEMS SUPPLIED - LINK A BARCODE

A barcode system allow you to link barcodes (and/or QR labels) to your inventory items.

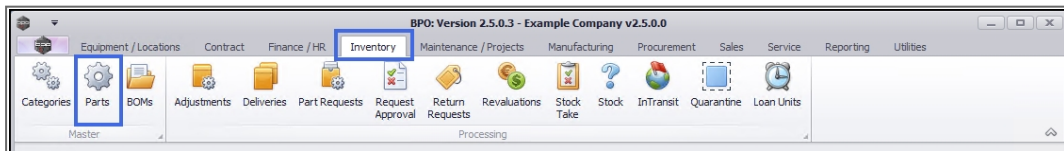
Our barcode software:, which uses a hand-held scanner, will translate these barcodes and use them to:

- Print and scan the barcodes
- Ship, receive and count inventory
- Handle order management
- Track items across multiple sites and locations
- Integrate with the accounting system

Refer to [Introduction to SConnect](#) for more information.

Since logging the original part definition on the system, the company may have subsequently decided to use a [Handheld Scanner \(SConnect\)](#) to scan, record and track stock items. Linking a barcode (per supplier) to the part definition is necessary for this process.

Ribbon Access: Inventory > Parts



1. The **Part Listing** screen will display.

SELECT THE PART

2. Select the row of the part definition where you wish to allocate a supplier barcode.

SELECT ITEMS SUPPLIED

3. Click on the *Items Supplied* tile.

PartCode	Description	Status	PartType	CatDescription	Weight	Volume
540-147K	Compatible black toner	A	C	Toners		
SAN	Sanitizer	A	C	Spare Parts		
SP1020	Copier	A	A	Hardware		
1020-478	Staple Unit	A	B	Accessories		
1020-147K	Toner Black	A	C	Toners		
1020-147C	Toner Cyan	A	C	Toners		
1020-147M	Toner Magenta	A	C	Toners		
1020-147Y	Toner Yellow	A	C	Toners		
2020-147Y	Yellow toner SP2020	A	C	Toners		
ADAP001	Adaptor	A	C	Toners		
SABS001	Testing for Kame	A	A	Hardware		
SABS002	Testing for Kame	A	B	Spare Parts		
SABS003	Test for Kame	A	C	Toners		
MASPCP060	Sprint Copier SP060	A	A	Sprint Copiers	21	2000
SP-ABI-COP-100-1	Sprint Copier ABI 100 Series	A	A	Sprint Copiers	10	
SP-ABI-DRU-100-2	Sprint Drum ABI 100 Series	A	B	Accessories	3	

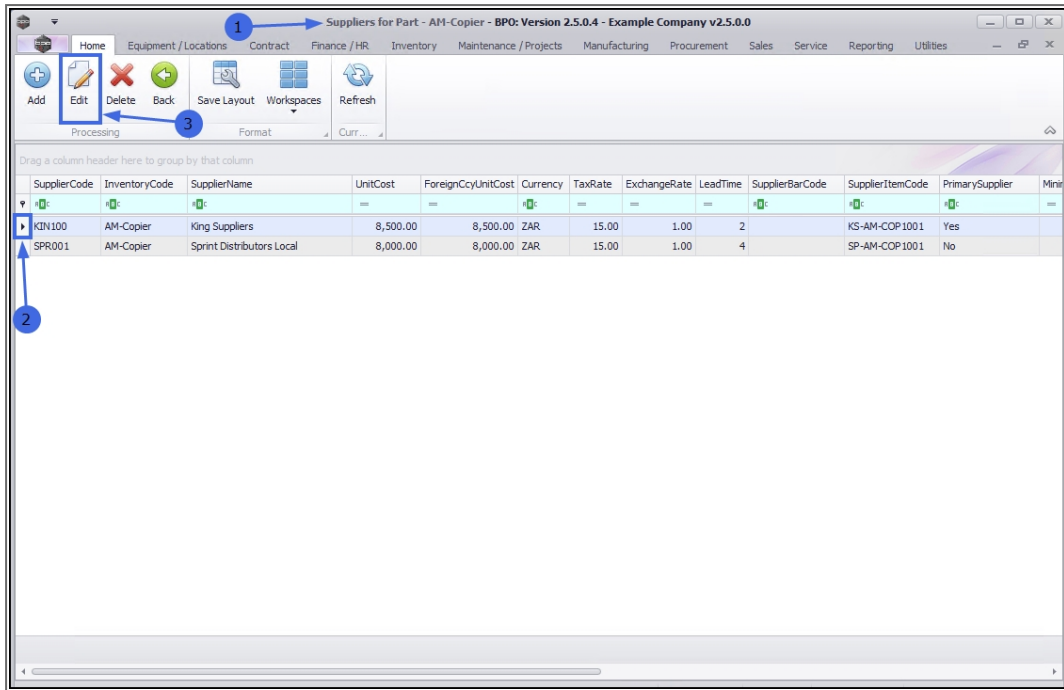
1. The *Suppliers for Part - []* screen will open, with a list of suppliers that you use to procure this part.

SELECT THE ITEM SUPPLIER

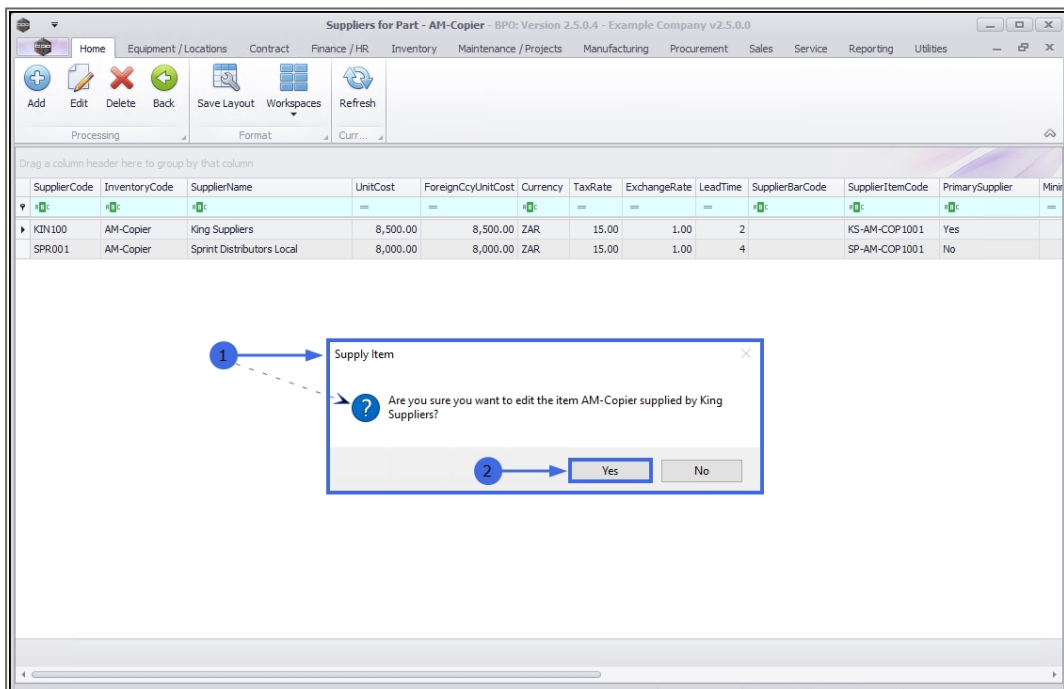
2. Select the row of the supplier where you wish to link a barcode.

EDIT THE SUPPLIER

3. Click on *Edit*.



1. An **Supply Item** message box will pop up with the following prompt:
 - *Are you sure you want to edit the item [] supplied by[]?*
2. Click on **Yes**.



ADD BARCODE

1. The **Supply Item Maintenance for Part - []** screen will open.
2. Click in the **Bar Code** field. The cursor will appear.
3. Type in the relevant barcode.

SAVE BAR CODE DETAILS

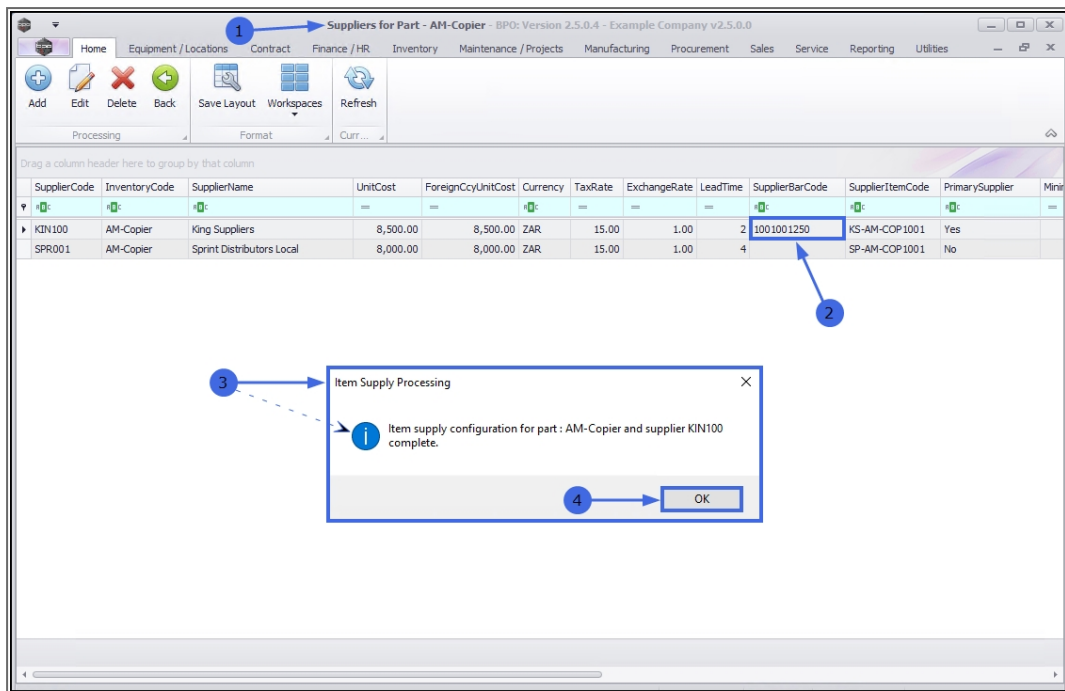
4. Click on **Save**.

The screenshot shows the 'Supply Item Maintenance for Part AM-Copier' screen. The form is divided into several sections:

- Part:** AM-Copier, Description: AB Marv Multi Copier 1001 Series
- Supplier:** KIN100, Name: King Suppliers
- Bar Code:** (Empty field with a callout box pointing to it saying 'Type the barcode in this field.')
- Supplier Code:** KS-AM-COP1001
- Blanket PO No.:** (Empty field)
- Primary Supplier:**
- Currency:** South African Rand
- Exchange Rate:** 1
- Manufacturer:** (Empty dropdown)
- Code:** (Empty text field)
- Default Warranty:** (Empty dropdown)
- Warranty:** (Empty dropdown)
- Apply Warranty:**
- Ordering:**
 - Unit Cost: 8500
 - Base Unit Cost: 8,500.00
 - Lead Time (Days): 2
 - Contract No: (Empty)
 - Page No: (Empty)
 - Contract Part No: (Empty)
 - Quantity per UOP: 1
 - Unit of Purchase: ea
 - Minimum Order Qty: 1
 - Catalog No: (Empty)

The 'Save' button is highlighted in the top left corner of the form.

1. You will return to the **Suppliers for Part - []** screen.
2. The **Bar Code** will now be displayed in the **Supplier Bar Code** column.
3. A **Item Supply Processing** message box will pop up advising the following:
 - *Item supply configuration for part: [] and supplier [] complete.*
4. Click on **OK**.



1. Follow the process above to add a barcode to the remaining suppliers for this part, if required.
2. When you are done, click or **Back** or **Close** the screen to return to the **Part Listing** screen.

SupplierCode	InventoryCode	SupplierName	UnitCost	ForeignCcyUnitCost	Currency	TaxRate	ExchangeRate	LeadTime	SupplierBarCode	SupplierItemCode	PrimarySupplier	Min
KIN100	AM-Copier	King Suppliers	8,500.00	8,500.00	ZAR	15.00	1.00	2	1001001250	KS-AM-COP1001	Yes	
SPR001	AM-Copier	Sprint Distributors Local	8,000.00	8,000.00	ZAR	15.00	1.00	4		SP-AM-COP1001	No	

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