INVENTORY

STOCK - VIEW STOCK ITEM QUANTITY AND LOCATION

The Stock Status (or Stock Report) screen gives you the ability to see stock quantity and unit cost by Site and Warehouse.

You will see the following information for the selected part:

- Serialised Items: A-class and B-class serial numbers for stock on hand
- Non-serialised Items: View C-class stock batch numbers (where batch tracking is enforced)
- Quantity of stock on part requests (Reserved Stock - to be issued)
- Quantity of stock on purchase requisition
- Quantity of stock on purchase order
- Net Stock (Current Stock - Reserved Stock)
- Reorder Amount
- Whether Reorder and/or Requisition are required

See the Related Topics below for additional functionality.

Ribbon Access: *Inventory > Stock*

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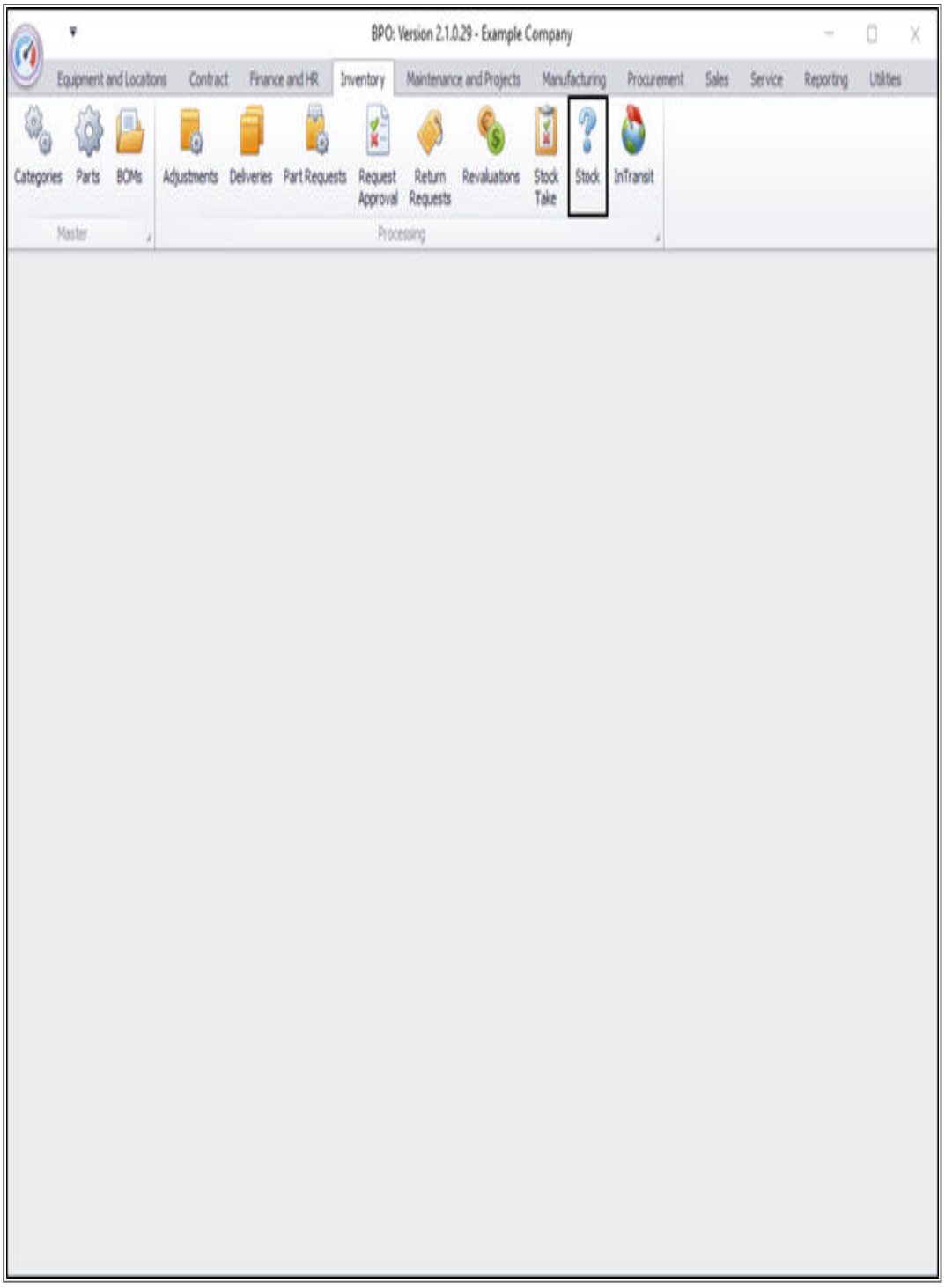

The ***Stock Status*** screen will be displayed.

Select the Site and Status

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- The ***Stock Status*** screen will be displayed.
- Select the ***site***.
    - In this image ***Durban*** has been selected.

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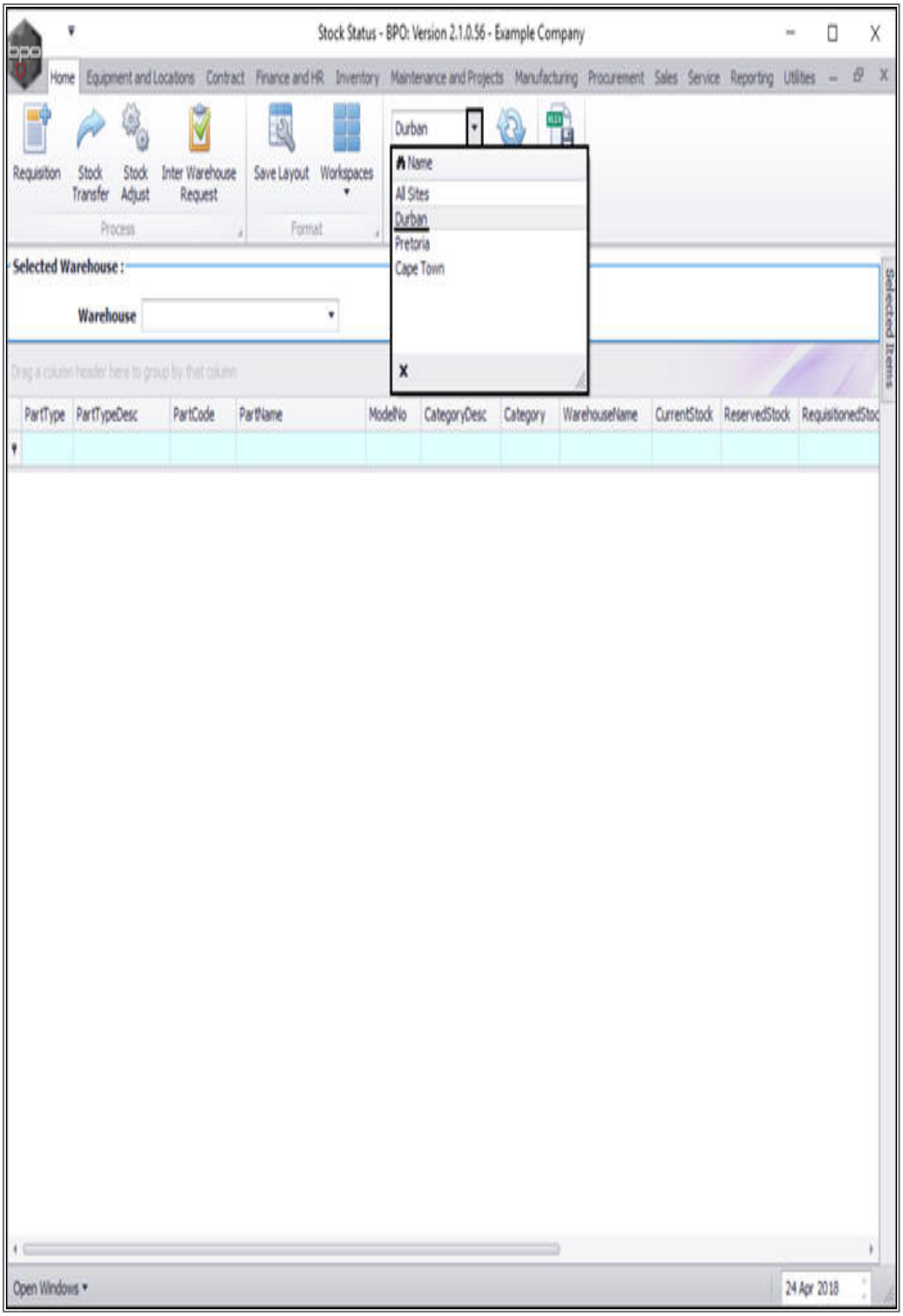

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- This screen will default to ***In Stock Only*** , this will filter for all the items that are currently in stock.

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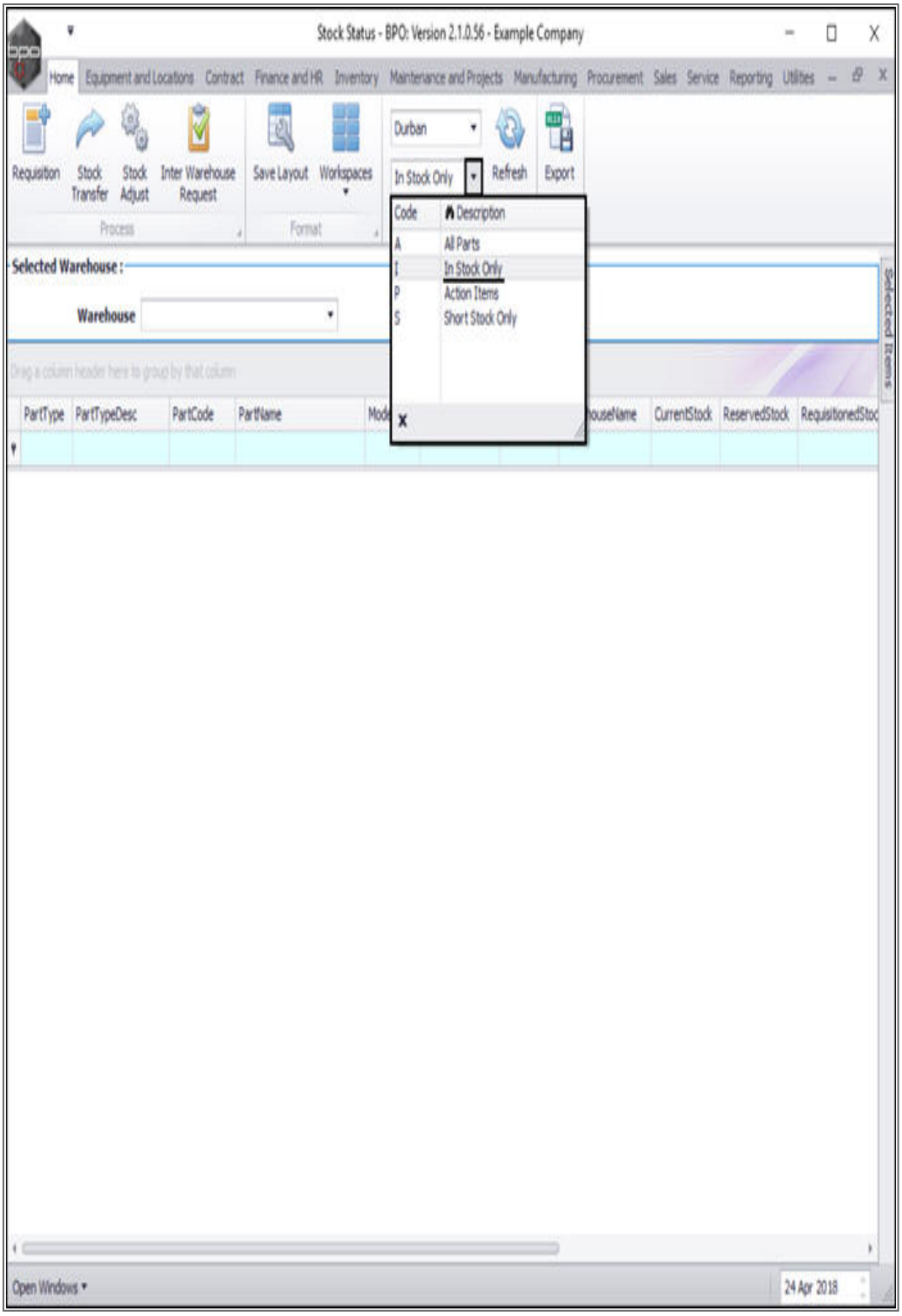

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SELECT THE WAREHOUSE

- Click on the drop-down arrow in the ***Warehouse*** field to display the ***Warehouse Selection*** menu.
- Click on the ***warehouse*** that you wish to view.
    - In this image, ***Main Warehouse*** has been selected.

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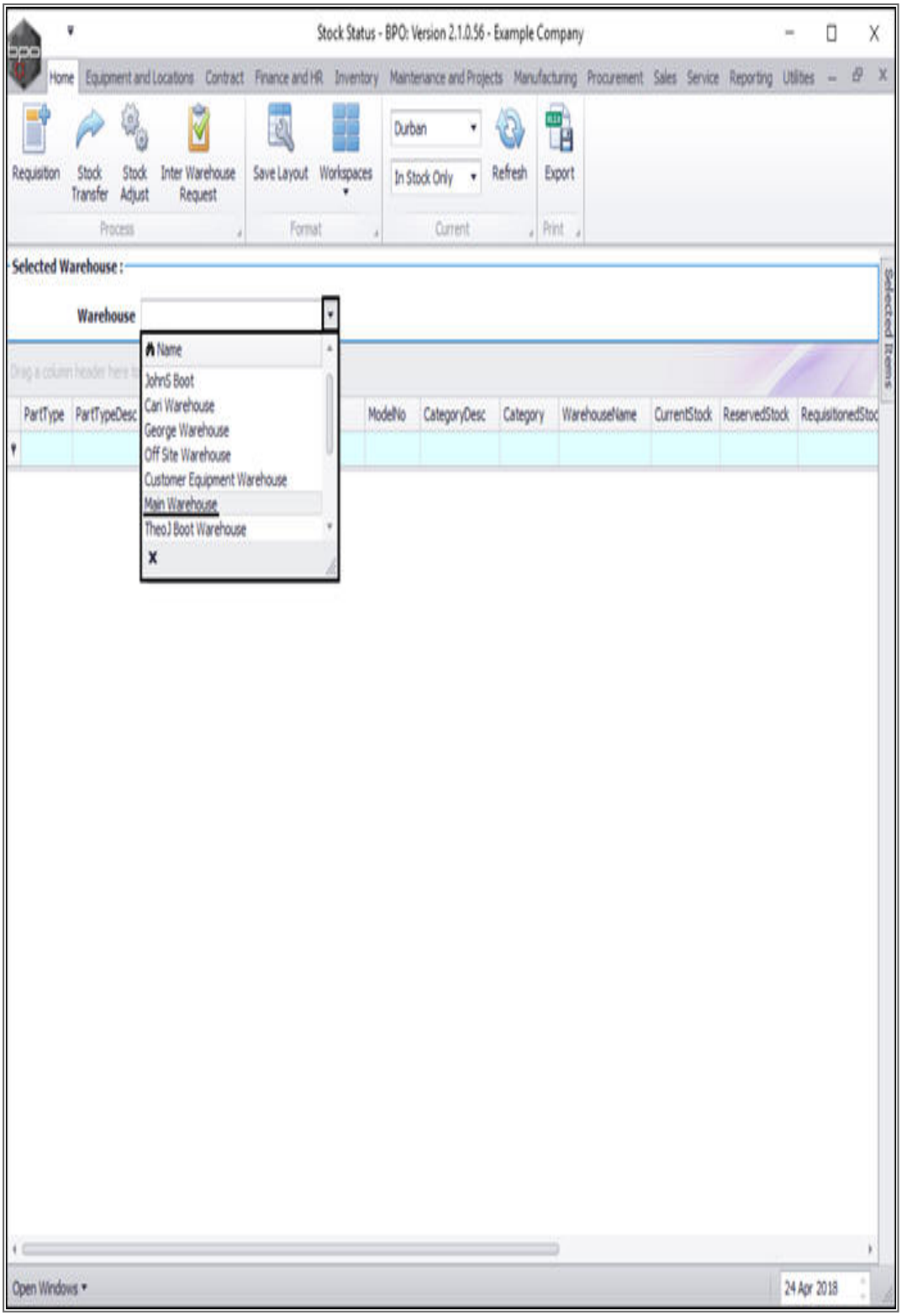

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- The screen will now display a list of all of the ***In stock*** items in the selected warehouse.
    - Here you can view A-Class, B-Class and C-Class items.

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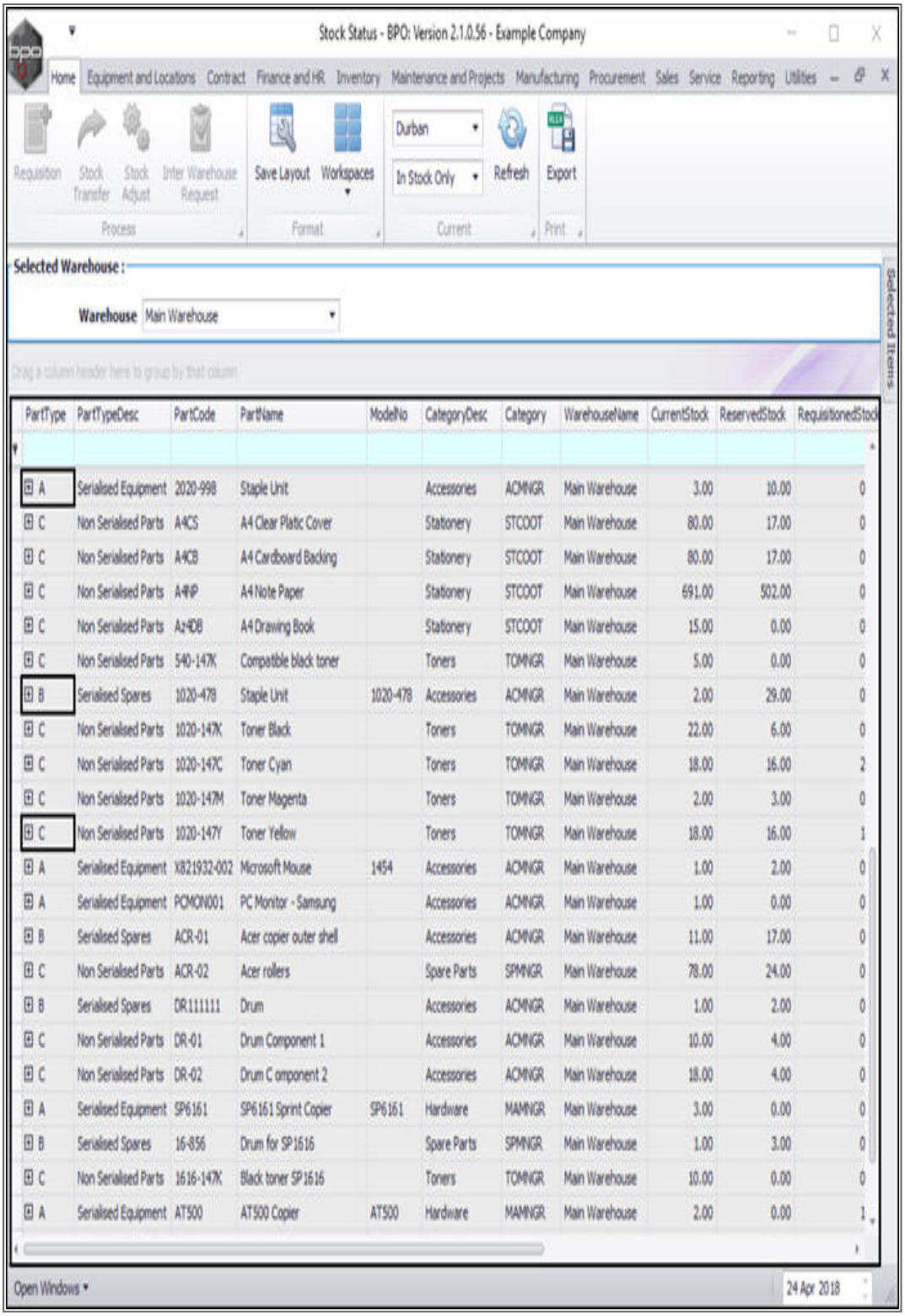

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VIEW C-CLASS ITEMS QUANTITY AND LOCATION

- Click on the ***expand*** icon in the row of the ***C-Class item*** that you wish to view the stock quantity and location of.
- In this image the C-Class item, ***A4 Drawing Book*** has been selected.

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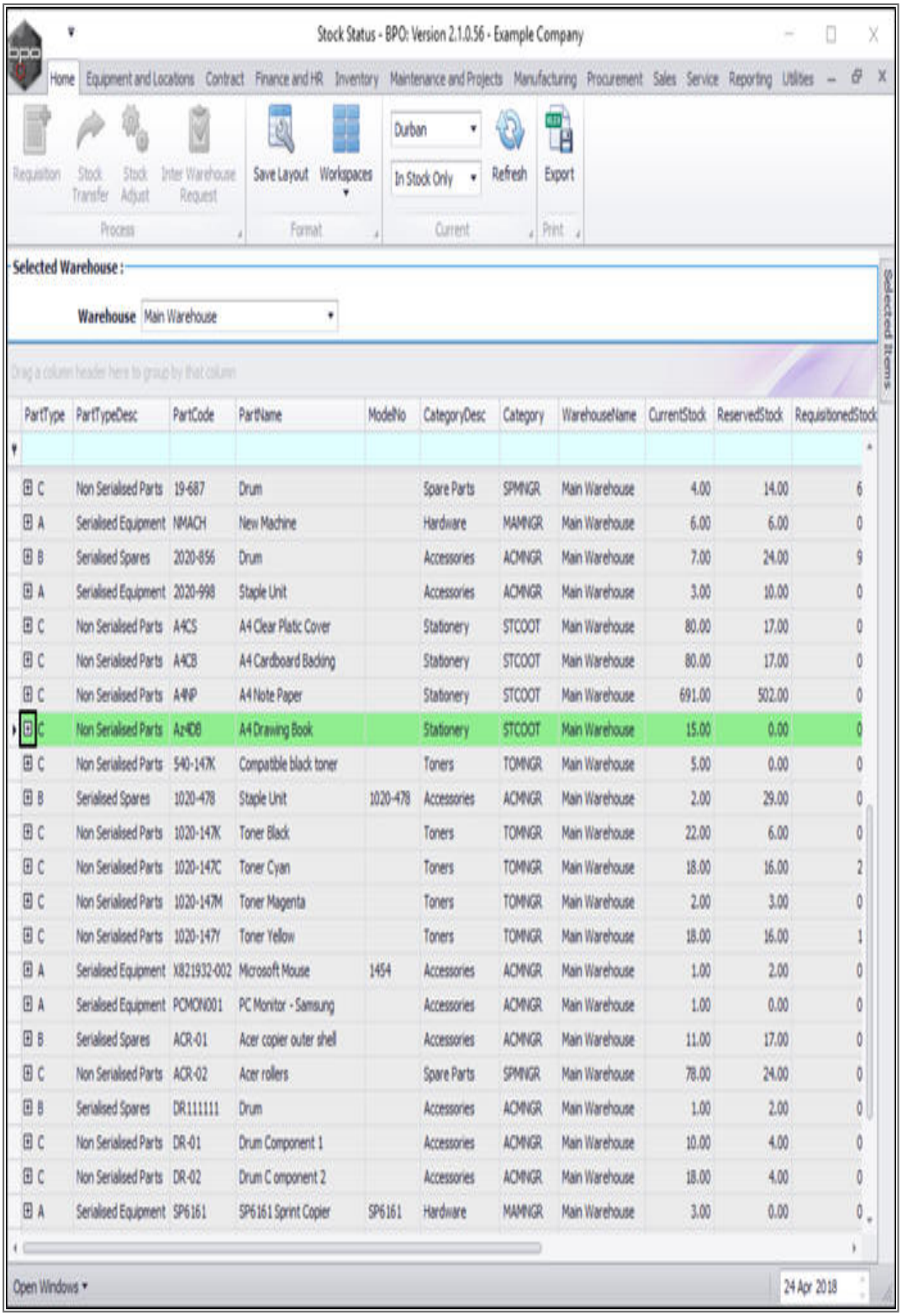

The ***Stock*** frame will be expanded.

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- Here you can view a list of
    - **Batch Number(s)** of the selected item if batch tracking is enabled.
    - **Bin Name(s)** where the selected items are stored.
    - **Quantity** of each batch number in a bin.
        - **Note:** With C-class items, there can be ***more than one*** item in a batch.
- In this image you can see that there is a Quantity of ***2*** A4 Drawing Books of Batch Number: ***A4DB00000010*** in Bin Name: ***DBN-A1***.
    - **Note:** If you are using stock batch tracking, you will see a list of stock batch numbers. For more details, refer to Inventory: Stock Batches.

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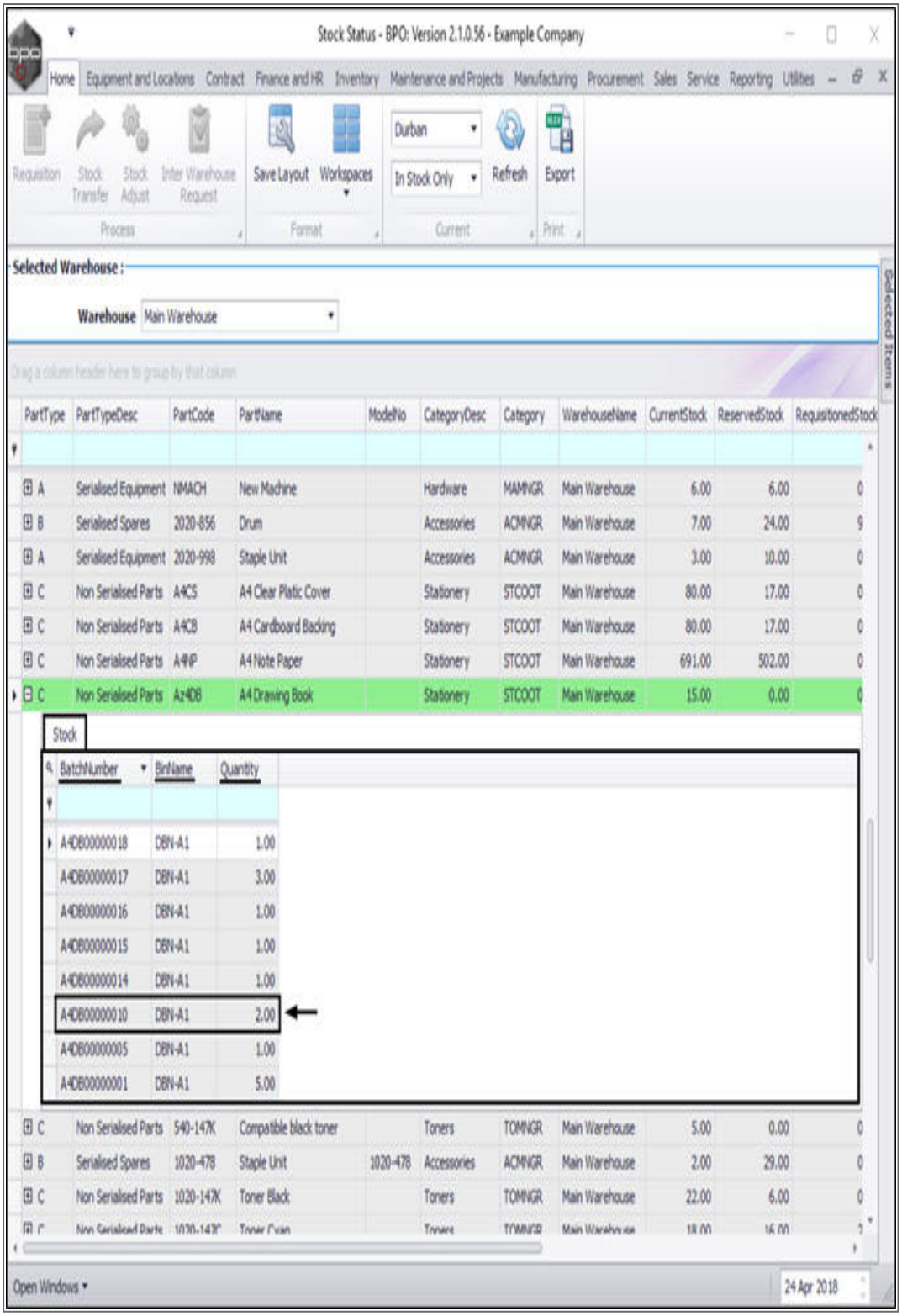

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- ***Collapse*** the ***Stock*** frame when you have finished viewing the C-class stock quantities and location.

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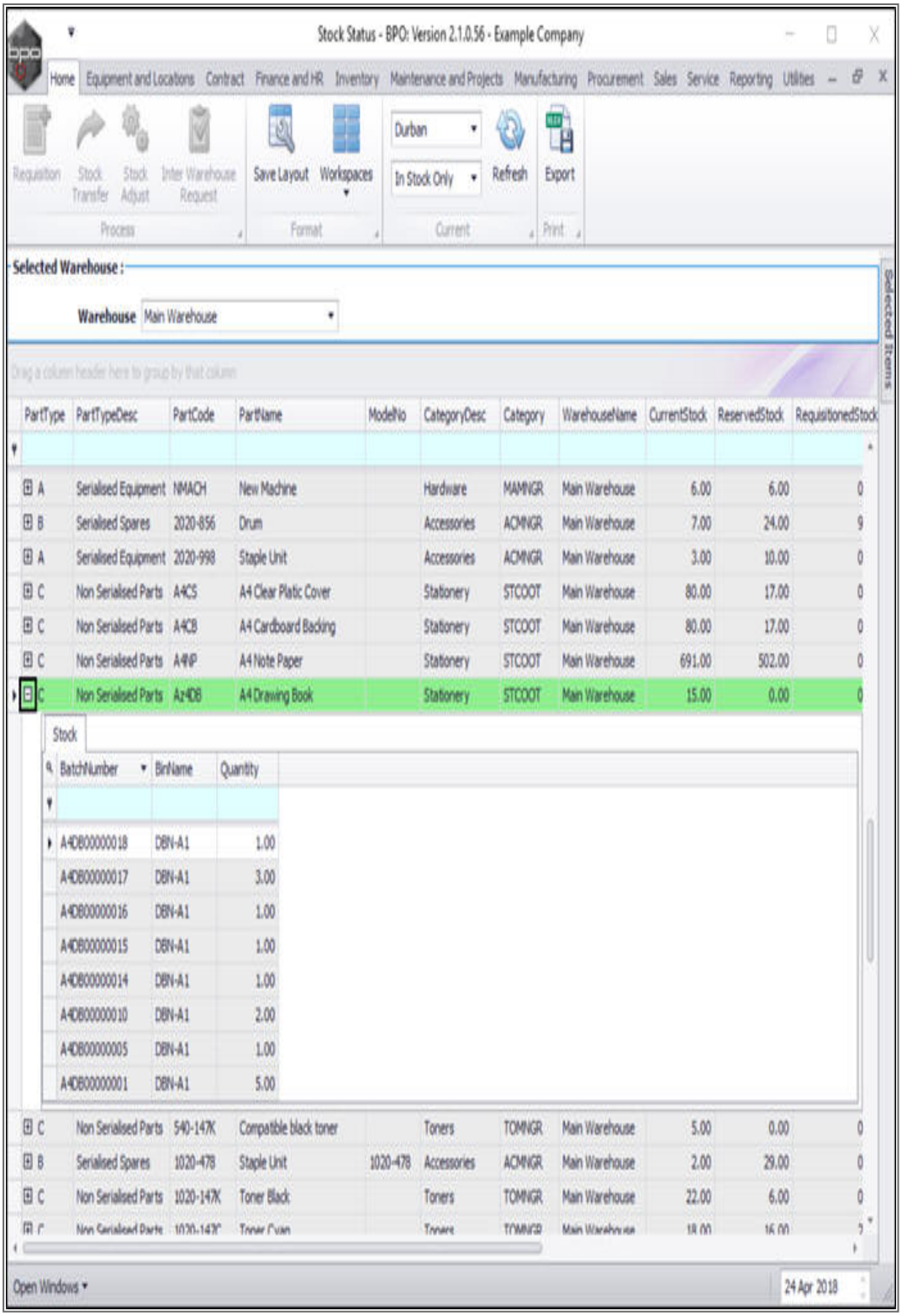

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VIEW A AND B-CLASS ITEMS QUANTITY AND LOCATION

- Click on the ***expand*** icon in the row of the ***A-class item*** that you wish to view the stock quantity and location of.
    - In this image the A-Class item; ***New Machine*** has been selected.

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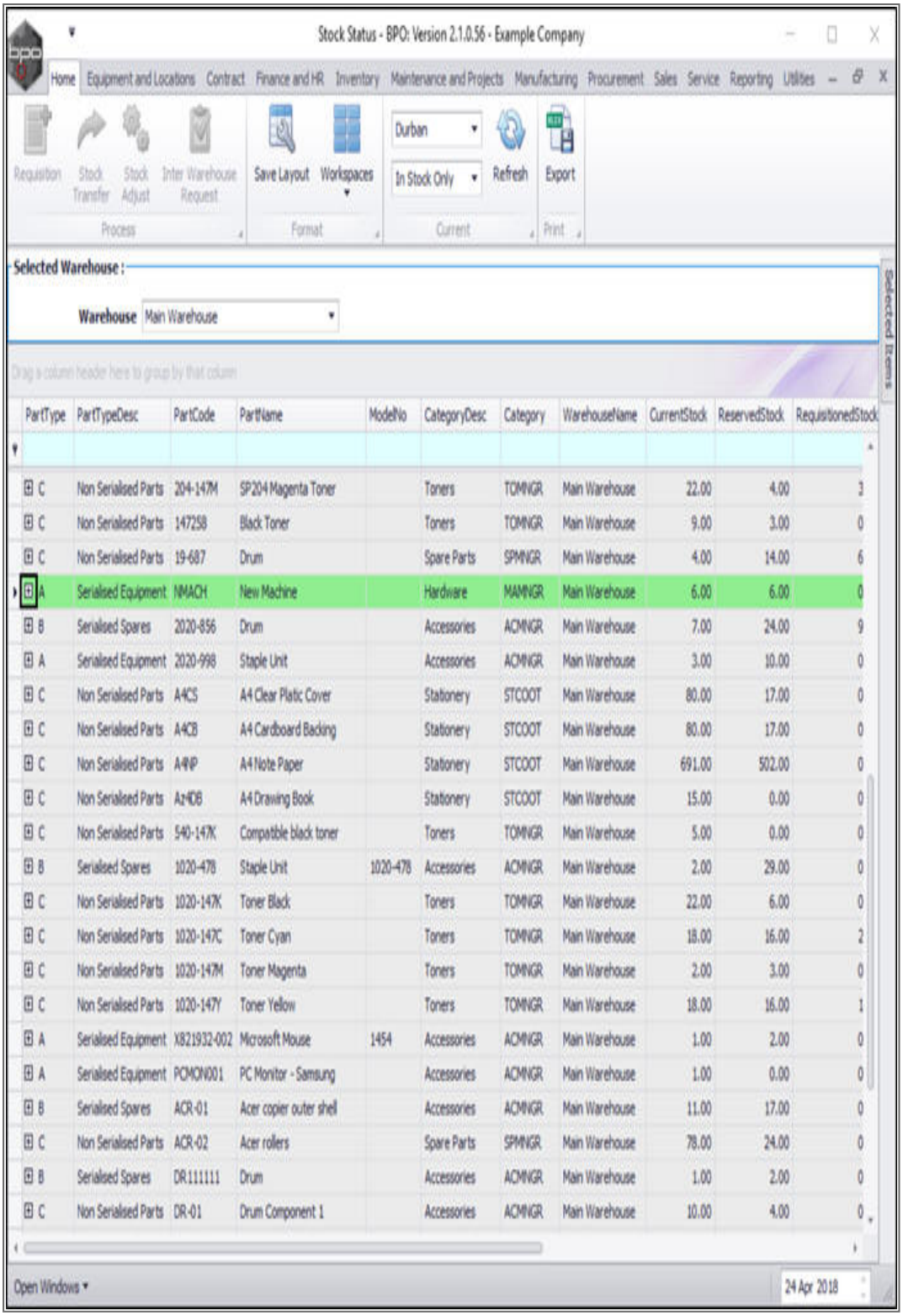

The **Stock** frame will be expanded.

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- This shows a list of
    - **Batch (Serial) Number(s)** of the selected item.
    - **Bin Name(s)** where the selected items are stored.
    - **Quantity** of each serial (batch) number in a bin.
        - **Note:** With A-class items, there can be only be ***one item*** per batch (serial) number.

- In this image you can see that there is a Quantity: **1** of New Machine of Serial Number: **nm10401** in Bin Name: **DBN-B1**.

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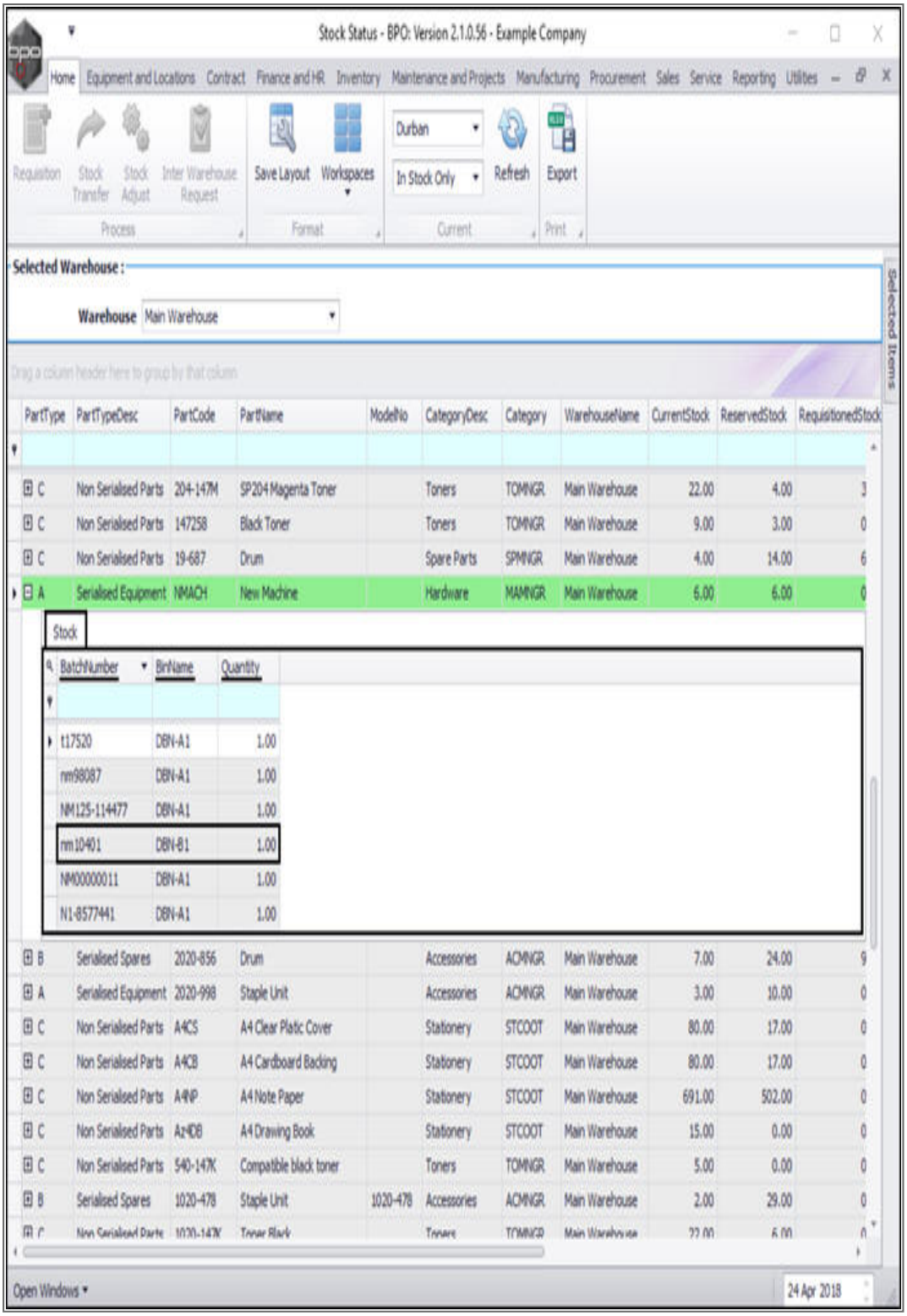

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- **Collapse** the ***Stock*** frame when you have finished viewing the A or B-class stock quantities and location.

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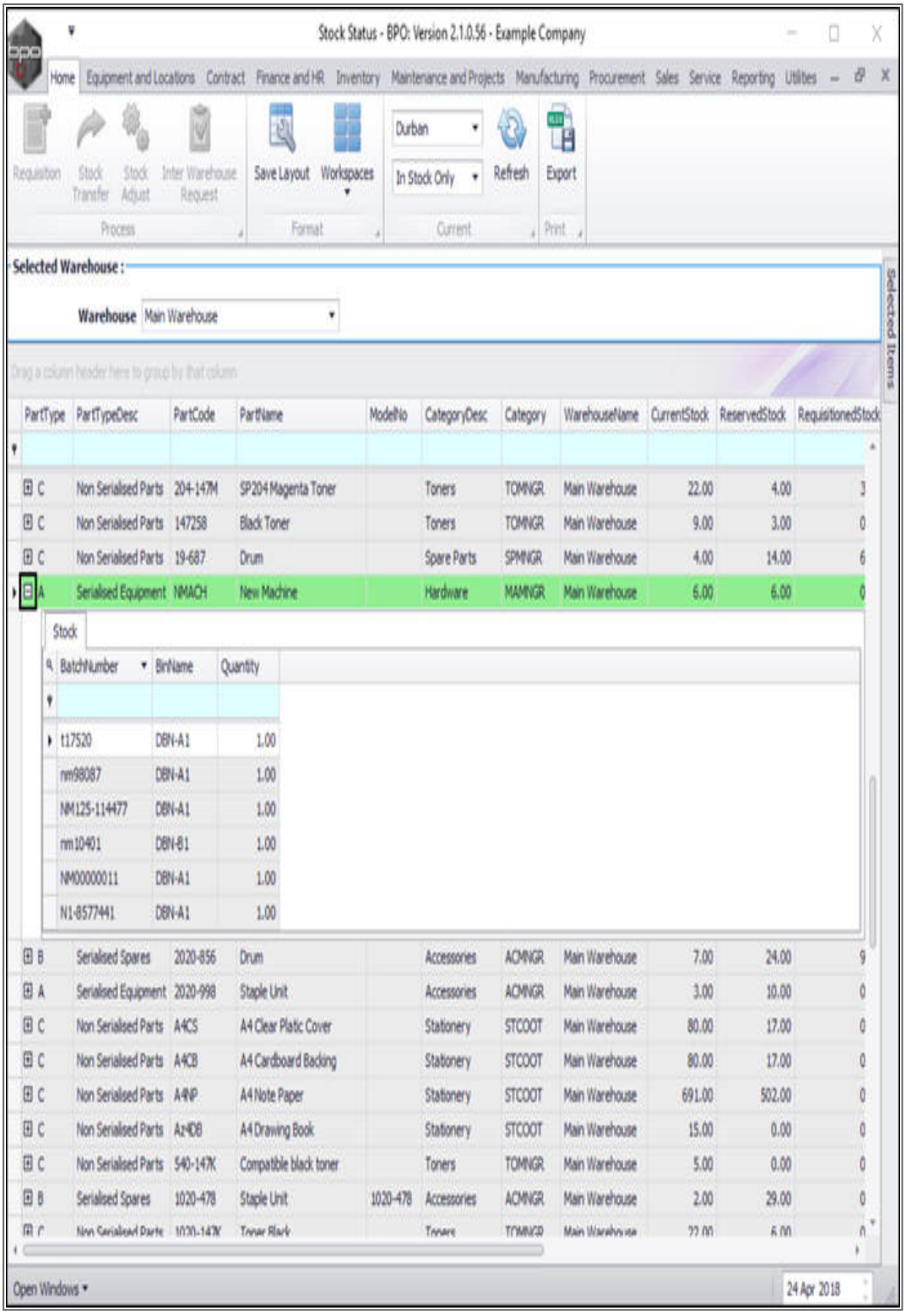

Related Topics

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- Stock Status: View Short Stock
- Stock Status: View All Stock
- Stock Status: View Stock on Hand
- Stock Status: View Action Items
- Stock Status: Transfer Stock
- Stock Status: Adjust Stock
- Stock Status: Inter-warehouse Transfer Request
- Stock Status: Requisition Stock

MNU.037.003

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