

We are currently updating our site; thank you for your patience.

INVENTORY

PARTS - TRANSACTIONS

Ribbon Select Inventory > Parts



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

PartCode	Description	Status	PartType	CatDescription	Weight	Volume	ModeHo	UnitOfMeasure	ShelfLife	SoleSupplier	Taxable	TaxType	Rate	AmendDate	CraftCode	CraftDesc
LT9519-7335	Mag Roller Sleeve	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-7223	Fuser Unit	A	B	Retail - Office Supplies - Accessories	2	2		ea	5.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-6376	Toner Yellow	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-6143	High Yield Reset Lever Gear	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-6028	Fixing Film Assembly Unit	A	C	Retail - Office Supplies - Spares	2	2		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5598	Wiper Blade	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5526	Fuser Film	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5304	Fuser Roller Gear	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5084	Picker Finger	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-4933	Paper Pickup Roller	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-3671	Staple Unit	A	B	Retail - Office Supplies - Accessories	2	2		ea	10.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-3295	Fuser Cleaning Web	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-2671	Toner Black	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-2352	Mag Roller	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-2333	Toner Cyan	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-1992	Paper Tray	A	B	Retail - Office Supplies - Accessories	2	2		ea	10.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-0102	Toner Magenta	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519	Sprint Multi Functional Copier	A	A	Retail - Office Supplies - Equipment	10	10	LT9519	ea	10.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-8649	Fuser Heat Roller	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-7652	Maintenance Kit	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-7335	Mag Roller Sleeve	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0322-7223	Fuser Unit	A	B	Retail - Office Supplies - Accessories	2	2		ea	5.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-6376	Toner Yellow	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-6143	High Yield Reset Lever Gear	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-6028	Fixing Film Assembly Unit	A	C	Retail - Office Supplies - Spares	2	2		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
KP0323-5598	Wiper Blade	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		

Transactions

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

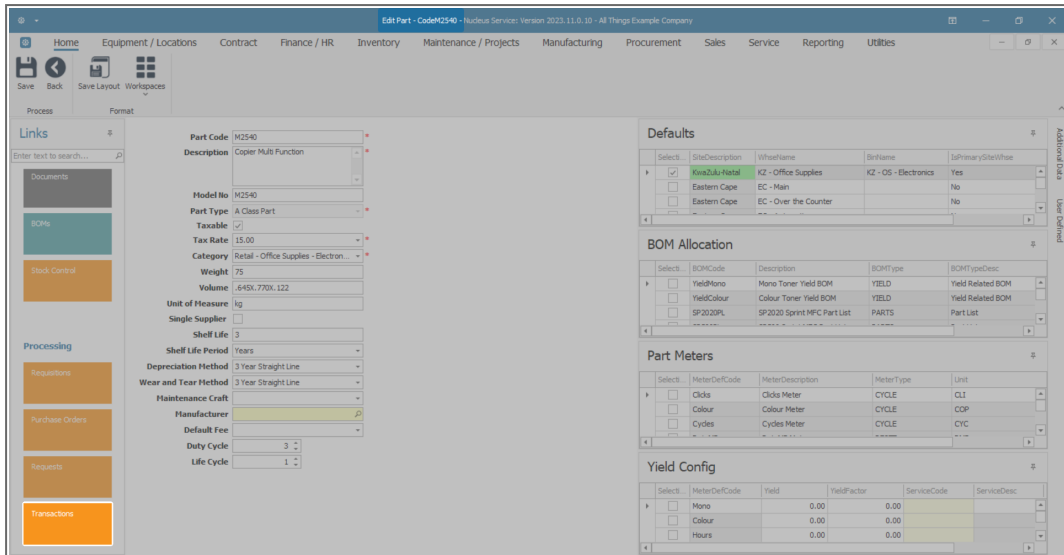
- **Goods Received Notes History**
- **Stock Issue History**
- **Stock Returns History**
- **Stock Transfer History**
- **Stock Adjustments History**

Viewing **Transactions** for a selected part can be done in **two** ways.

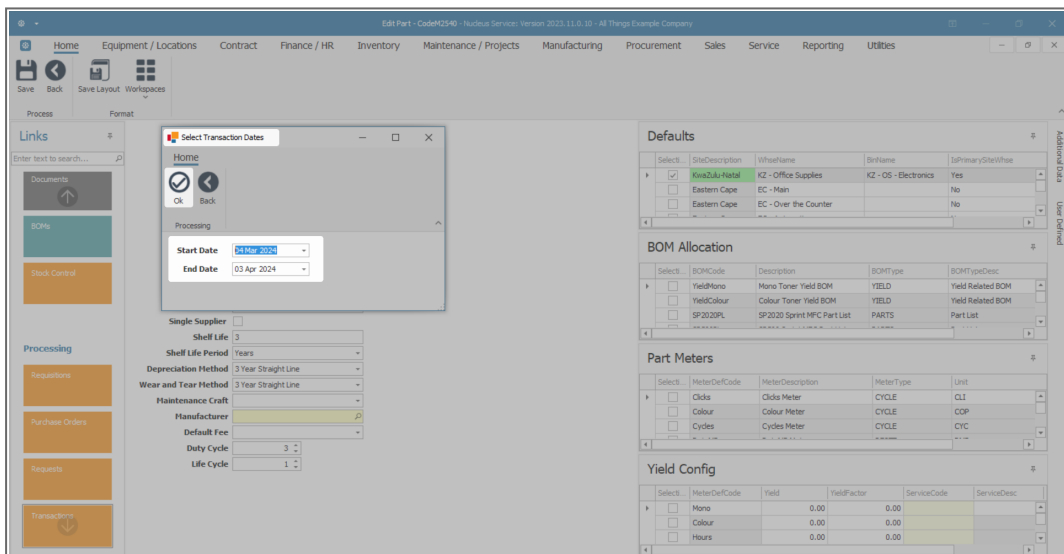
- Method 1
- In the **Inventory Parts** screen,
- Select the part code you wish to view the transactions for.
- Click on the **Transactions** tile in the Links panel.

PartCode	Description	Status	PartType	CatDescription	Weight	Volume	ModelNo	UnitOfMeasure	ShelfLife	SoleSupplier	Taxable	TaxType	Rate	AmendDate	CraftCode	CraftDesc
M5000P-0102	Toner Magenta	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
M5000P	Sprint Multi Functional Copier	A	A	Retail - Office Supplies - Equipment	10	10	M5000P	ea	10.00	No	Yes	VAT	15.00	May 21 2024 9:28AM		
M2540-004	Toner Magenta	A	C	Retail - Office Supplies - Consumables	1	1	M2540-004	ea	1.00	No	Yes	VAT	15.00	May 21 2024 9:25AM		
M2540-003	Toner Yellow	A	C	Retail - Office Supplies - Consumables	1	1	M2540-003	ea	1.00	No	Yes	VAT	15.00	May 21 2024 9:24AM		
M2540-002	Toner Cyan	A	C	Retail - Office Supplies - Consumables	1	1	M2540-002	ea	1.00	No	Yes	VAT	15.00	May 21 2024 9:24AM		
M2540-001	Toner Black	A	C	Retail - Office Supplies - Consumables	1	1	M2540-001	ea	1.00	No	Yes	VAT	15.00	May 21 2024 9:24AM		
M2540	Copier Multi Function	A	A	Retail - Office Supplies - Electronics	75	645x.770x.122	M2540	kg	3.00	No	Yes	VAT	15.00	May 21 2024 9:20AM		
LT9519-8649	Fuser Heat Roller	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-7652	Maintenance Kit	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-7335	Mag Roller Sleeve	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-7223	Fuser Unit	A	B	Retail - Office Supplies - Accessories	2	2		ea	5.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-6376	Toner Yellow	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-6143	High Yield Reset Lever Gear	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-6028	Fixing Film Assembly Unit	A	C	Retail - Office Supplies - Spares	2	2		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5998	Webster Blade	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5958	Fuser Film	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5304	Fuser Roller Gear	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-5084	Picker Finger	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-4933	Paper Pickup Roller	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-3671	Staple Unit	A	B	Retail - Office Supplies - Accessories	2	2		ea	10.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-3295	Fuser Cleaning Web	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-2671	Toner Black	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-2352	Mag Roller	A	C	Retail - Office Supplies - Spares	1	1		ea	2.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-2333	Toner Cyan	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-1992	Paper Tray	A	B	Retail - Office Supplies - Accessories	2	2		ea	10.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		
LT9519-0102	Toner Magenta	A	C	Retail - Office Supplies - Consumables	1	1		ea	1.00	No	Yes	VAT	15.00	Jan 1 1900 12:00AM		

- Method 2
- In the **Edit Part - Code** screen,
- Click on the **Transactions** tile.



- A **Select Transaction Dates** screen will pop up.
- Select the **Start Date** and **End Date** that you wish to view the part transactions for.
- Click on **OK**.



- 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:

- GRN (Goods Received Notes) History
- Stock Issue History
- Stock Return History
- Stock Transfer History
- Stock Adjustment History
- Use the **filter row** to filter for a document type to make it easier to view the required transactions.
- Click on **Back** to exit the screen.

The screenshot shows a software interface titled "Transactions for Part: M2540". The interface includes a navigation menu at the top with options like Home, Equipment / Locations, Contract, Finance / HR, Inventory, Maintenance / Projects, Manufacturing, Procurement, Sales, Service, Reporting, and Utilities. Below the menu is a toolbar with icons for Back, Save Layout, Workspaces, Print, Export, and Refresh. The main area displays a table of transactions with the following columns: DocNo, DocType, EventDate, PartCode, PartDesc, WarehouseName, BinLocationName, SerialNo, UnitCost, Quantity, and Value. The table contains 14 rows of receipt transactions for part M2540, dated between March and April 2024. The transactions are categorized as "RECEIPT" and include details such as "Copier Multi Function" and "KZ - Office Supplies".

DocNo	DocType	EventDate	PartCode	PartDesc	WarehouseName	BinLocationName	SerialNo	UnitCost	Quantity	Value
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-001	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-002	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-003	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-004	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-005	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-006	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-007	899.00	1.00	899.00
KGR00000004	RECEIPT	27 Mar 2024	M2540	Copier Multi Function	KZ - Office Supplies	KZ - OS - Electronics	M2540-008	899.00	1.00	899.00
KGR00000006	RECEIPT	03 Apr 2024	M2540	Copier Multi Function	KZ - Main	KZ - Receiving Bin	2000	5,000.00	1.00	5,000.00
KGR00000006	RECEIPT	03 Apr 2024	M2540	Copier Multi Function	KZ - Main	KZ - Receiving Bin	3000	5,000.00	1.00	5,000.00
KGR00000006	RECEIPT	03 Apr 2024	M2540	Copier Multi Function	KZ - Main	KZ - Receiving Bin	4000	5,000.00	1.00	5,000.00
KGR00000006	RECEIPT	03 Apr 2024	M2540	Copier Multi Function	KZ - Main	KZ - Receiving Bin	5000	5,000.00	1.00	5,000.00
KGR00000006	RECEIPT	03 Apr 2024	M2540	Copier Multi Function	KZ - Main	KZ - Receiving Bin	1000	5,000.00	1.00	5,000.00

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