

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

# **INVENTORY**

# **VIEW ADJUSTMENT REQUEST**

From this screen, you will be able to **View** a Stock Adjustment Request.

A stock Adjustment can be viewed in **any** status - **New**, **Authorised**, **Cancelled**.

### Ribbon Select Inventory > Adjustments



• The Adjustment Requests listing screen will be displayed.

## SELECT THE SITE AND STATUS

- Select the Site.
  - In this image, KwaZulu-Natal has been selected.

Adjustment Requests - Nucleus Service: Version 2024.5.0.7 - All Things Example Company														×		
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- The **State** filter will default to '**New**' upon opening, you can change this to **any** status **New**, **Authorised**, **Cancelled**.
  - For this example, status **New** will be selected.



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	KAR0000009	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Adjust AB-Class items.	N								
	KAR00000010	Eden Rowan	12 Jul 2024	LOAD	Stock Load	BuildUp MNU 131004.	N								
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## **SELECT ADJUSTMENT REQUEST**

- Select the **row** of the **adjustment request** that you wish to **View**.
- Click on View.

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• The Maintenance for Adjustment Request [] screen will open.

## **VIEW ADJUSTMENT REQUEST**

- Although this screen title is named 'Maintenance for Adjustment Request []', this is a a <u>view only</u> screen - you <u>cannot</u> make or save changes in this screen.
- When you having finished viewing the Adjustment Request, click
  Back or close the screen to return to the Adjustments Request screen.



4					Maintenance for Adjustment Request KAR00000011 - Nucleus Service: Version 2024.S.0.7 - All Things Example Company										×
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	STA4ADB03	STA4 Architects Drawing Book 03	C	KZ - Main		KZ - Receiving Bin	STA4ADB02-110724005	300.00	5.00	4.00	-300.00	2500			
	STA4CS	ST A4 Clear Plastic Cover	с	KZ - Main		KZ - Receiving Bin	STA4CS-3000	50.00	5.00	6.00	50.00	2500			
	STA4CB	STA4 Cardboard Backing	С	KZ - Main		KZ01-001	STA4CD8-0002-A4	50.00	3.00	4.00	50.00	2500			
	STA4NP	STA4 Note Paper	с	KZ - Main		KZ01-001	STA4NTP-0003-A4	100.00	3.00	5.00	200.00	2500			
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#### **Related Topics**

- Adjustments Adjust Out
- Adjustments Adjust In
- Adjustments Authorise
- Adjustments Part BuildUp
- Adjustments Part KnockDown
- Adjustments Edit
- Adjustments Delete
- Adjustments View
- Adjustments Reject
- Adjustments Print

MNU.131.008