

THE SYSTEMS HOUSE  
MASTER DISTRIBUTION DOCUMENTATION

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## INVENTORY POSTING SYSTEM OVERVIEW

The inventory control module is designed to track issues and receipts to inventory and orders to vendors through their receipt. A series of maintenance procedures are provided to adjust any of the product activity fields. They can also be used by the customer not desiring a complete purchase order system to maintain a piece count of vendor orders.

The various procedures under the inventory control system include:

### ON-ORDER POSTING

This procedure maintains/adjusts the vendor on-order position. It should not be used if the purchase order system is in use.

### VENDOR IN-TRANSIT POSTING

This procedure maintains the in-transit field in the non-purchase order environment.

### NON-PURCHASE ORDER RECEIPTS

This procedure increments the on-hand of the Item record, and decreases the on-order position (IF MAINTAINED).

The receiving procedure records the actual cost paid and quantity received for use in the inventory costing module (fifo and lifo evaluations); and provides the ability to adjust last cost paid and recalculate average cost.

### INVENTORY ADJUSTMENTS

This procedure provides the ability to directly affect the on-hand field with appropriate audit trail and accountability controls.

### INVENTORY TRANSFERS

This procedure is used to control inventory movement between warehouses. The inventory in the sending warehouse is decreased and the inventory in the receiving warehouse is increased.

## AUDIT TRAIL REPORTS

A series of audit trail reports are provided to reflect each of the inventory transactions. In addition, the inventory transaction audit report logs all additions or subtractions to the on-hand of an item for a complete Audit record (including billings, receipts and adjustments). The following inventory balance fields are maintained in the product records for each warehouse:

1. On hand in warehouse
2. On order from vendors
3. In transit from vendors
4. On backorder to customers
5. Customer open orders (order entry only)
6. In picking (order entry and two-pass billing only)

The following reports are available:

1. Inventory On Order Report
2. Inventory In-Transit Report
3. Inventory Receipts Report
4. Inventory Adjustment Report
5. Inventory Transfer Report
6. Inventory Transaction Audit Report
7. Product Activity Report
8. Stock Status -- Sales Report
9. Low Stock Report
10. Purchasing Report by Vendor
11. Inventory by Vendor Inquiry (PRINT)
12. Inventory by Vendor Inquiry (SCREEN)
13. Transfers in Process
14. Weeks Supply Analysis
15. Excess Inventory Report
16. Availability Detail and Summary

## INVENTORY POSTING OPTIONS

There are several options as to how the system handles updating files and calculating costs for inventory. The following options are controlled through the Parameter file, record 001:

Will lot logic be used  
Field 25 - Y or Null

Will vendor on order posting be used (reduce vendor on order in Product Master during receipts posting)

Field 27 - Y or N

Type of Costing used

Field 28 - 0 - Cost not entered during posting last cost paid from Product Master file used.

Field 28 - 1 - No average cost, use entered cost

Field 28 - 2 - No average cost, use entered cost/qty

Field 28 - 3 - Average cost, use entered cost last cost paid in Product Master file calculated as follows:

Field 28 - 4 - Average cost, use entered cost/qty last cost paid in Product Master file calculated as follows:

Will the Fifo file be used  
Field 53 - Y or N

Will the Lifo file be used  
Field 54 - Y or N

Will warehouse location be entered at receipts posting  
Field 55 - Y or null

Will Prod.Rcpt file be updated during receipts posting  
Field 56 - Y or null

Will Rcpt.Xref file be updated during receipts posting  
Field 57 - Y or null

**INVENTORY POSTING OPTIONS**

Will warehouse transfers use cost entry

Field 60 - Y or N

Will the Inv.Hist system be used

Field 69 - Y or N

Number of days inventory history should be kept

Field 70 - Y or N

Number of days inventory audit transactions should be kept

Field 76 - Y or Na

**INQUIRIES**

The stock status inquiries and inventory inquiries are located on the order entry selector. A more detailed explanation can be found in the inquiries chapter of the master distribution documentation.

## ON ORDER INVENTORY POSTING

PROC NAME	INV.PROK INV.ONORD	
PROGRAM NAME	INV.BP INV.ONORD008	
SELECTION	MENU-8	
SELECTION NUMBER	1	
FILES ACCESSED	ALPHA.PROD	COMPANY
	INV.AUDIT	OPERATOR
	PARAMETER	PROD.DET
	PROD.MAST	WAREHOUSE
	INV.AUDIT	

### OVERVIEW

Inventory on order posting allows for the posting of on order quantities in lieu of the purchase order system. Cost and quantity processing logic are governed by the settings in the Parameter file.

### OPERATING INSTRUCTIONS

#### **ENTER OPERATOR CODE**

Enter the operator code. The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present which provides access to all the inventory procedures. If 'END' is input, the program ends.

#### **ENTER CO NUMBER**

Enter the company number. The input company number is validated to the Company file. Allowed response is from 1 to 99.

#### **ENTER WAREHOUSE**

Enter the warehouse number. The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 999.

#### **ENTER PRODUCT NUMBER**

Enter the product number. The input product number must be a valid product number on the Alpha Product file. If 'END' is input the program proceeds to total time processing.

**ON ORDER INVENTORY POSTING****OPERATING INSTRUCTIONS (Continued)****ENTER QUANTITY**

Enter the on order quantity. A positive or negative number can be input. Enter 'END' to erase the line and return to the product number prompt.

**ENTER REF#, IF ANY**

Enter any optional reference information.

**IS THIS LINE OKAY?**

Hit 'RETURN' to advance to next input line. Enter 'N' to erase the line and allow re-entry of the line.

After completion of a group of posting, signified by entering 'END' for the product number prompt, a batch quantity total is displayed:

**IS TOTAL QUANTITY CORRECT**

Hit 'RETURN' to begin entry of the next batch. If you enter 'N' the system responds as follows:

**ENTER LINE # TO BE CHANGED (#/ SCAN/ 0 TO ACCEPT)**

Enter a line number to correct and the cursor will be positioned at that line for correction. If you enter 'SCAN' you will be able to sequentially review and correct all lines. If you enter '0', the transaction batch will be accepted.

All updates are done upon the entry of '0' to accept. At that time the Product Detail records are updated with the on order from vendor and last order date. An inventory audit record is written with a transaction type of OOP.

### ON ORDER INVENTORY POSTING

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97

File Edit Settings File Transfer

OPER:                   DATE:  
CO #:                                   INVENTORY ON ORDER POSTING  
WHSE:

LN#	PRODUCT NUMBER	DESCRIPTION	QTY	REF #
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

ENTER OPERATOR CODE, OR 'END' █

								Br
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT	k



## INTRANSIT INVENTORY VENDOR POSTING

PROC NAME	INV.PROK INV.VNDINT	
PROGRAM NAME	INV.BP INV.VNDINT008	
SELECTION	MENU-8	
SELECTION NUMBER	2	
FILES ACCESSED	ALPHA.PROD	COMPANY
	INV.AUDIT	OPERATOR
	PARAMETER	PROD.DET
	PROD.MAST	WAREHOUSE

### OVERVIEW

Inventory in-transit posting allows for the posting of intransit quantities in lieu of the purchase order system. Cost and quantity processing logic are governed by the settings in the Parameter file.

### OPERATING INSTRUCTIONS

#### **ENTER OPERATOR CODE**

Enter the operator code. The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present, which provides access to all the inventory procedures. If 'END' is input, the program ends.

#### **ENTER CO #**

Enter the company number. The input company number is validated to the Company file. Allowed response is from 1 to 99.

#### **ENTER WHSE**

Enter the warehouse number. The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 999.

#### **ENTER PRODUCT NUMBER**

Enter the product number. The input product number must be a valid number on the Alpha Product file. 'END' proceeds to total time processing.

**INTRANSIT INVENTORY VENDOR POSTING****OPERATING INSTRUCTIONS (Continued)****ENTER QTY**

Enter the intransit quantity. A positive or negative number may be input. Typing 'END' will erase the line and return to the product number prompt.

**ENTER REF#, IF ANY**

Enter any reference information.

**IS THIS LINE OKAY?**

Hit 'RETURN' to advance to the next input line. Enter 'N' to erase the line and allow re-entry of the line.

After completion of a group of posting, signified by entering 'END' for the Product number prompt, a batch quantity total is displayed:

**IS TOTAL QUANTITY CORRECT**

Hit 'RETURN' to enter next batch. If you enter 'N', system responds as follows:

**ENTER LINE # TO BE CHANGED (#/ SCAN/'0' TO ACCEPT)**

If you enter the line to be changed, the cursor will be positioned at that line for correction. Enter 'SCAN' if you want to review all the posting sequentially and correct each line. If you enter '0', the transaction will be accepted.

All updating occurs upon acceptance of the batch. At that time the Product Detail record is updated with the intransit quantity. An Inventory Audit record is created with a transaction type of VIT.

The Parameter file options can be found in the inventory posting overview.

### INTRANSIT INVENTORY VENDOR POSTING

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97
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File Edit Settings File Transfer

OPER:                   DATE:  
 CO #:   INVENTORY VENDOR INTRANSIT POSTING  
 WHSE:

LN#	PRODUCT NUMBER	DESCRIPTION	QTY	REF #
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

ENTER OPERATOR CODE, OR 'END' █

								Br
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT	k

## NON PURCHASE ORDER RECEIPTS INVENTORY POSTING

PROC NAME	INV.PROK INV.RCPT010
PROGRAM NAME	INV.BP INV.RCPT010
SELECTION	MENU-8
SELECTION NUMBER	3
FILES ACCESSED:	ALPHA.PROD      WAREHOUSE
	COMPANY      INV.RCPT
	INV.AUDIT      UN.MEAS
	LOT      INV.AUDIT
	LOT.XREF      LIFO
	OPERATOR      FIFO
	PARAMETER      DICT INV.RCPT
	PROD.DET
	PROD.MAST
	PROD.RCPT
	RCPT.XREF
	VEND.MAST

### OVERVIEW

Non purchase order receipts posting allows for the posting of receipts quantities in lieu of the purchase order system. Cost and quantity processing logic are governed by the settings in the Parameter file. These receipts must not be for online purchase orders.

If lot logic is not being used or the product is not maintained at the lot level, the first receipts posting screen will be used. If lot logic is being used and the product is a lot product, the second receipts posting screen will be used.

### OPERATING INSTRUCTIONS

#### ENTER OPERATOR CODE

Enter the operator code. The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present, which provides access to all the inventory procedures. If 'END' is input, the program ends.

**NON PURCHASE ORDER RECEIPTS INVENTORY POSTING****OPERATING INSTRUCTIONS (Continued)****ENTER CO #**

Enter the company number. The input company is validated to the Company file. Allowed response is from 1 to 99.

**ENTER WHSE #**

Enter the warehouse number. The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 99.

**ENTER DATE - MM/DD/YY**

Input the date of the receipt or hit 'RETURN' for system date. The date is used to date the transaction in the Inventory Audit file.

**ENTER RECEIVER #**

Enter the receiver number or hit 'RETURN' for a new number.

**ENTER PRODUCT NUMBER**

Enter the product number. The input product number must be a valid product number on the Alpha Product file. If 'END' is input, the program ends.

The stocking and costing units of measure will be displayed.

**ENTER VENDOR #**

Enter the vendor number or hit 'RETURN'. If vendor is input, the vendor must be a valid vendor on the Vendor Master file. If 'END' is input, the program ends.

**ENTER WHSE LOC**

Enter 'RETURN' to accept the warehouse location displayed or enter a new warehouse location. If Parameter (55) is set to "Y", the operator will be allowed to change the warehouse location.

**NON PURCHASE ORDER RECEIPTS INVENTORY POSTING****OPERATING INSTRUCTIONS (Continued)****ENTER QTY SUM**

Enter the received quantity. A positive or negative number may be input. The unit of measure description will display. Enter 'END' to erase the line and return to the product number prompt.

**ENTER COST**

If the average cost indicator in the Parameter file is not '0', the cost can be entered. If the average cost indicator is '0', the last cost paid in the Product Master file will be used.

**ENTER PO REF#, IF ANY**

Enter any optional reference information.

**IS THIS LINE CORRECT?**

Enter 'RETURN' to advance to next input line. If you enter 'N', the line will be erased and you will be able to re-enter the line.

If the product involved in the entry is set up for lot control in this warehouse, the lot entry portion of the screen is displayed. If lot control is not being used, the system proceeds to the file updating.

## NON PURCHASE ORDER RECEIPTS INVENTORY POSTING

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97
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File Edit Settings File Transfer

**INVENTORY RECEIPTS POSTING**

OPERATOR ████

CO #

WHSE #

DATE

RECEIVER #

PRODUCT NUMBER	DESCRIPTION	WHSLOC	QTY S.UM	COST P.UM	PO/REF
VENDOR #					

ENTER OPERATOR INITIALS OR 'END' :

								Br
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT	k

### INVENTORY RECEIPTS POSTING - LOT CONTROL

PRODUCT NUMBER	DESCRIPTION	WHSLOC	QTY	S.UM	COST	P.UM	PO/REF
T3	3" STEEL TUBING	25	EA	100.00EA			
	LOT NUMBER OR QTY			WHS LOC			EXP DATE
	LENGTH CODE (L####)						
1.	#####						
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

ENTER LOT# OR 'END'

OE	VE	MAINT	EMAIL	AUDIT		CAPT ON	VIEW	Br
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT	k



**INVENTORY RECEIPTS POSTING - LOT CONTROL****OPERATING INSTRUCTIONS - LOT CONTROL****ENTER LOT NUMBER OR LENGTH CODE**

Enter the lot number or length code. This can be any alphanumeric combination that represents a serial number, a length code, a sequential receiving number or a manufacturer's lot number. A length code needs to be expressed as L####. Its affect is to cause the quantity entered to be multiplied by the length code (Ex. L1000 Quantity 10 would cause on hand to be updated by 10000). This can be used for bundles, pounds or similar quantities in addition to lengths.

**ENTER QUANTITY**

Enter the quantity received for this lot. A positive or negative quantity may be entered. If a length code was keyed, the quantity is immediately converted to the extended quantity (quantity x length) and updates on-hand based on the extension. The Control record is also updated by the extension, but the quantity on the screen remains as keyed.

**ENTER SERIAL #**

Enter the serial number. This is a reference field and can be used to indicate the original manufacturer's number if another number is used to identify the lot. It is not a required field.

**ENTER WAREHOUSE LOCATION**

Enter the warehouse location or 'RETURN' for 'NONE'. This is a required field, but if nothing is entered, the word 'NONE' is used as the warehouse location. This is needed since it would be possible to have the same length material in multiple locations and at multiple costs.

After the warehouse location is input, the system checks the Lot file to determine if the serial number/warehouse location combination already exists.

If lot costing is not being used, and a length code was used, the system adds the quantity of this lot to the existing lots. If lot costing is not being used and a serial number was keyed, the system prompts with:

**REEL ALREADY EXISTS ON FILE. DO YOU WANT TO ENTER IT? (Y/N)**

**INVENTORY RECEIPTS POSTING - LOT CONTROL****OPERATING INSTRUCTIONS - LOT CONTROL**

Enter an 'N' response will clear the lot line for re-entry. Enter a 'Y' to add the quantity of this receipt to the existing lot.

If lot costing is being used, a length code is entered and the cost is the same, the system will allow the lot to be added. If the cost is not the same, the lot cannot be entered.

If lot costing is being used, a serial number is input and the costs are the same, the system prompts with:

**REEL ALREADY EXISTS ON FILE. DO YOU WANT TO ENTER IT? (Y/N)**

Enter 'N' to clear the lot line for re-entry. Enter 'Y' to add the quantity of this receipt to the existing lot.

If lot costing is used, a serial number is keyed in and the costs are different, the system will not allow the entry.

After the last lot is entered, an entry of 'END' should be entered at the Reel # prompt. If the sum of the reel quantities agrees with the control quantity keyed at the product level, the system prompts with:

**IS ALL INFORMATION CORRECT? (Y/N)**

Enter 'Y' to update of the Product and Lot files and with return to the product number prompt. If you enter 'N', you will have the following prompts:

**INPUT LINE # TO BE CHANGED: ##  
(OR 'D## TO DELETE LINE OR 'END' TO ABORT)**

Enter a specific a line number to correct a lot line. Enter 'D' and a line number to delete the lot line and reduce the total quantity. If you enter 'END', all lots are cleared, and the system returns to the Reel # prompt.

If the lot quantity and the product level quantity do not agree, the operator is prompted with:

**QUANTITY OF REELS DOES NOT EQUAL QTY RCVD BY ####. MORE REELS? 'YES' OR 'NO**

**INVENTORY RECEIPTS POSTING - LOT CONTROL****OPERATING INSTRUCTIONS - LOT CONTROL**

If you enter a 'NO' response the following prompt will appear:

**OK WITH IMBALANCE? (CR OR NO)**

Enter 'RETURN' to go to the IS ALL INFORMATION CORRECT prompt. Enter 'NO' to return to the INPUT LINE NUMBER TO BE CHANGED prompt.

A 'YES' response to the more reel prompt will go to the next lot number line and allow entry of more lots.

All updating occurs upon completion of the batch. At that time the product detail on hand and receipts month to date and year-to-date are updated. An inventory audit record is created with a transaction type of REC. The average cost and list cost paid are updated in the Product Master records.

If lot control is used then the Lot and Lot.Xref files are also updated.

## INVENTORY ADJUSTMENT POSTING

PROC NAME	INV.PROK INV.ADJ010
PROGRAM NAME	INV.BP INV.ADJ010
SELECTION	MENU-8
SELECTION NUMBER	4
FILES ACCESSED	ALPHA.PROD COMPANY INV.AUDIT INV.RSN.CODE LOT LOT.XREF OPERATOR PARAMETER PROD.DET PROD.MAST RCPT.XREF WAREHOUSE

### OVERVIEW

Inventory adjustment posting allows for the posting of inventory adjustments with updates to on hand. Adjustment posting also allows for the entry of lot inventory adjustments. This procedure updates the Inventory Audit file. The cost used will be based on the average cost indicator in the Parameter file.

The quantity input is then updated to the quantity on hand, adjustments month-to-date and adjustments year-to-date in the Product Detail file.

If lot logic is not being used or the product is not maintained at the lot level, the first adjustment posting screen will be used. If lot logic is being used and the product is a lot product, the second adjustment posting screen will be used.

### OPERATING INSTRUCTIONS

#### **ENTER OPERATOR CODE**

Enter the operator code. The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present which provides access to all the inventory procedures. If 'END' is input, the program ends.

**INVENTORY ADJUSTMENT POSTING****OPERATING INSTRUCTIONS (Continued)****ENTER CO #**

Enter the company number. The input company number is validated to the Company file. Allowed response is from 1 to 99.

**ENTER WHSE #**

Enter the warehouse number. The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 999.

**ENTER DATE - MM/DD/YY**

Enter the date of the adjustment. The input date is used to date the transaction in the Inventory Audit file.

**ENTER AUTHORIZE#**

Enter the authorization number or hit 'RETURN' if there is no authorization number.

**ENTER PRODUCT NUMBER**

Enter the product number. The input product number must be a valid product number on the Alpha Product file. If you enter 'END', the program ends.

**ENTER QUANTITY**

Enter the adjustment quantity. A positive or negative number may be input. The stocking unit of measure will display. If you enter 'END' the line is erased and you return to the product number prompt.

**ENTER REASON CODE**

Enter the adjustment reason code. The input reason code must be a valid reason code and the description will display. If you enter 'END' the line is erased and you return to the product number prompt.

**INVENTORY ADJUSTMENT POSTING****OPERATING INSTRUCTIONS (Continued)****IS THIS LINE CORRECT?**

If you hit 'RETURN' you will advance to next input line. If you enter 'N' the line will be erased and you will be prompted for re-entry of the line.

If lot control is being used and the product entered is setup for lot control in this warehouse, the lot entry portion of the screen is displayed.

If lot control is not used, the system proceeds with the file updating.

## INVENTORY ADJUSTMENT POSTING

Acct:BASE.10
Port: 27 Process:RA 25 JUN 97
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File Edit Settings File Transfer

OPERATOR ### INVENTORY ADJUSTMENT POSTING

CO #

WHSE #

DATE

AUTHORIZE #

PRODUCT NUMBER	DESCRIPTION	QUANTITY	STK U/M	RC REASON
ENTER OPERATOR INITIALS OR 'END' :				

HELP

END

INSERT

LDELETE

PREV PG

NEXT PG

INQUIRY

ABORT

Br  
k

### INVENTORY ADJUSTMENT SCREEN - LOT CONTROL

PRODUCT NUMBER	DESCRIPTION	QUANTITY	STK U/M	RC	REASON
T3	3" STEEL TUBING	25	EA	02	MISCOUNT

LOT NUMBER OR LENGTH CODE (L####)	SERIAL NUMBER	WAREHOUSE LOCATION	ADJUST. QUANTITY	ON HAND QUANTITY	EXP DA
1. [*****]					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

ENTER LOT NUMBER TO CORRECT OR 'END'

OE	VE	MAINT	EMAIL	AUDIT	CAPT ON	VIEW	Br
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	k



**INVENTORY ADJUSTMENT - LOT CONTROL****OPERATING INSTRUCTION - LOT CONTROL****ENTER LOT # OR LENGTH CODE**

Enter either an existing or new length code, lot # or serial number. A length code is preceded by an 'L' and will cause the quantity to be multiplied by the length code (Ex: L1000 Quantity 10 would update by 1000).

**ENTER SERIAL NUMBER**

Enter the serial number or 'RETURN'. This is a reference field and can be used to indicate the original manufacturer's number if another number is used to identify the lot. It is not a required field.

**ENTER WAREHOUSE LOCATION**

Enter the warehouse location or 'RETURN'. This is a required field, but if 'RETURN' is entered, the word 'NONE' is used as the warehouse location. The lot number and location are combined to form the key to the Lot file.

If the lot does not exist on the file, the system will prompt:

**REEL NOT ON FILE, IS THIS A NEW LOT? (CR/N)**

A response of 'RETURN' will allow the entry of the adjustment against the new lot. A response of 'N' will clear the lot from the screen and allow re-entry. This is a precaution to preclude the entry of erroneous lots.

If the lot does exist on file, the quantity on-hand is displayed.

**ENTER QUANTITY**

Enter the adjustment quantity. In the case of a serial number or equivalent, the adjustment quantity is entered. This can be a positive or a negative. It is added to a lot total for comparison to the control figure entered at the product level.

If a Length code was used, then the quantity is the number of lengths. This quantity is multiplied by the length code and updates the control figure as well as the on-hand of the lot by the extended quantity. The unextended quantity shows on the lot line.

**INVENTORY ADJUSTMENT - LOT CONTROL****OPERATING INSTRUCTION - LOT CONTROL (Continued)**

After the last lot for the product is entered, the operator keys 'END' at the lot number prompt.

If the sum of the lot quantities equals the control figure, the system prompts with:

**IS ALL INFORMATION CORRECT? (Y/N)**

A response of 'Y' will update the Lot and Product records. A response of 'N' will cause the prompt:

**INPUT LINE TO BE CHANGED: ## (OR 'D##' TO DELETE LINE OR 'END' TO ABORT)**

Enter the line number you want to change. Enter 'D' and line number to delete the lot and reduce the sum of the lot quantities. Enter 'END' to clear all lots entered and return to the lot number prompt.

If the sum of the lot quantities does not agree with the control quantity, the system prompts with:

**QTY OF REELS DOES NOT EQUAL QTY ADJUST BY ####****MORE REELS? (CR/N)**

A 'NO' response will lead to the prompt:

**OK WITH IMBALANCE? (CR/N)**

A response of 'RETURN' will lead to the same prompt as if it were in balance. A response of 'NO' will go the "Input Line # to be Changed" prompt.

A 'RETURN' at the 'More Reels' prompt will take the operator to the lot number prompt on the next lot line.

All updating occurs upon acceptance of the batch. At that time the on-hand quantity, adjustments month to date and adjustments year-to-date are updated in the Product Detail record. A Inventory Audit record is written with a transaction type of ADJ. If lot information was entered, the Lot and Lot.Xref records are also updated.

Cost and quantity processing logic are governed by the settings in the Parameter file.

## INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING

PROGRAM NAME	INV.BP INV.TRANSFERS008
SELECTION	MENU-8
SELECTION NUMBER	5
FILES ACCESSED	ALPHA.PROD COMPANY INV.AUDIT OPERATOR PARAMETER PROD.DET PROD.MAST WAREHOUSE

### OVERVIEW

Inventory transfers posting allows for the transfer of products from one warehouse to another. Two inventory audit records are created and the on hand in the receiving warehouse is increased while the on hand in the from warehouse is decreased.

This program is only run for non-lot transfers that have not been entered via transfer billing.

### OPERATING INSTRUCTIONS

#### **ENTER OPERATOR CODE**

Enter the operator code. The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present, which provides access to all the inventory procedures. If 'END' is input, the program ends.

#### **ENTER CO #**

Enter the company number. The input company is validated to the Company file. Allowed response is from 1 to 99.

#### **ENTER FROM WHSE**

Enter the from warehouse. The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 99.

**INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING****OPERATING INSTRUCTIONS (Continued)****ENTER TO WHSE**

Enter the to warehouse. The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 99. This warehouse cannot be the same warehouse as the from warehouse.

**ENTER PRODUCT NUMBER**

Enter the product number. The input product number must be a valid product number on the Alpha Product file. If 'END' is input, the program proceeds to total time processing.

**ENTER QTY**

Enter the quantity to transfer. A positive or negative number may be input. If 'END' is input, the line is erased and you return to the product number prompt.

**ENTER REF#, IF ANY &**

Enter any optional reference information.

**IS THIS LINE CORRECT?**

Hit 'RETURN' to advance to next input line. Enter 'N' to erase the line and re-enter the line.

After completion of a group of posting, signified by entering 'END' for the product number prompt, a batch quantity total is displayed:

**IS TOTAL QUANTITY CORRECT (RTN/N)**

Hit 'RETURN' to enter next batch. If you enter 'N' the system responds as follows:

**ENTER LINE NUMBER TO CHANGE (#, SCAN,'0' TO ACCEPT)**

If a valid line number is input the cursor will be positioned at that line for correction. If you enter 'SCAN' you can sequentially review and correct each line. If you enter '0', the transaction batch will be accepted.

**INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING****OPERATING INSTRUCTIONS (Continued)**

All updating occurs upon completion of the batch. At that time the Product Detail on hand, transfers month to date and transfers year-to-date are updated. Two inventory audit records are created. One for each warehouse with a transaction type of TRN.

Cost and quantity processing logic are governed by the settings in the Parameter file.

INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97

File Edit Settings File Transfer

OPER:                   DATE:  
 CO #:                                   INVENTORY TRANSFERS  
 FROM WHSE:  
 TO WHSE:

LN#	PRODUCT NUMBER	DESCRIPTION	QTY	REF #
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

ENTER OPERATOR CODE, OR 'END' █

HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT	Br
								k

## INVENTORY TRANSFER POSTING WITH LOT CONTROL

PROGRAM NAME	INV.BP LOT.INV.TRANS010
	INV.BP VALDPROD
SELECTION	MENU-8
SELECTION NUMBER	6
FILES ACCESSED	ALPHA.PROD
	COMPANY
	INV.AUDIT
	LOT
	LOT.XREF
	OPERATOR
	PARAMETER
	PROD.DET
	PROD.MAST
	WAREHOUSE
	SCREEN

### OVERVIEW

Inventory transfers posting allows for the transfer of products from one warehouse to another. Two inventory audit records are created and the on hand in the receiving warehouse is increased while the on hand in the from warehouse is decreased.

This procedure is used to transfer products that are maintained on the lot level from one warehouse to another. This procedure should not be used for transfers that were entered through transfer billing.

### OPERATING INSTRUCTIONS

#### **ENTER OPERATOR CODE**

Enter the operator code. The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present, which provides access to all the inventory procedures. If 'END' is input, the program ends.

#### **ENTER PRODUCT #**

Enter the product number. The input product number must be a valid product on the Alpha Product file. If 'END' is input the program proceeds to total time processing.

---

**INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING**
**OPERATING INSTRUCTIONS (Continued)**

Enter the optional reference information.

Enter the from warehouse. The input warehouse number is validated to the Warehouse file. Allow inventory is being moved from. If the product is lot controlled at this warehouse, an indicator is displayed.

Enter the to warehouse number is validated to the Warehouse file. Allowed response is from 1. If the product is lot controlled at this warehouse an indicator is displayed.

If the from next two entries and go directly to quantity.

Enter the from lot number. Enter a valid lot number or length code. This is a required field.

Enter the key to the Lot file. If 'RETURN' is entered, the program uses the Lot file is accessed and if the Lot record does not exist, the program prompts with: "Lot not on File. Hit return."

Enter the quantity involved, this should be the number of lengths. The quantity result is displayed. The quantity remains the number of lengths. 'END' erases the line and returns to the product number prompt. Enter the length code if a length code is involved.



**INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING****OPERATING INSTRUCTIONS (Continued)**

At this point, if the receiving warehouse is not lot controlled for this product, the quantity is transferred to the receiving warehouse, and the program returns to the lot number entry for the next lot.

**ENTER (1) TO CORRECT LINE, (2) TO ACCEPT**

Hit 'RETURN' to advance to next input line. Enter 'N' to erase the line and re-enter the line.

**ENTER TO LOT NUMBER**

Enter the to lot number or return if the to lot number is the same as the from lot number. The system prompts with the same lot# or length code that was entered on the from side. If 'END' is entered, the entire transaction is cleared, and the program returns to the product number prompt. If the lot number is changing or a lot is to be changed to a length, the new number should be entered now.

**ENTER TO WAREHOUSE LOCATION**

Enter the to warehouse location or return for same location as the from lot number. The system prompts with the same warehouse location that was entered on the from side. If a different warehouse location is to be used, it should be entered now.

**ENTER TO QUANTITY**

Enter the to quantity or return for the same quantity as the from quantity. The system prompts with the quantity entered on the from side. If this quantity is to be broken down into more than one lot or length for this warehouse, enter the partial quantity here. The remaining quantity will be reduced, and the program will return to the lot number entry for all additional lots. When there are no more lots to enter, enter 'END'.

At this point, the system will prompt:

**ENTER LINE # TO CHANGE, OR 0 TO ACCEPT**

Enter the line number that you need to change. Entering '0' will cause the program to compare the quantities for the from and to sides. If they are equal, the program continues. If the quantities are unequal, the system will prompt with:

---

**INVENTORY TRANSFER POSTING FOR USE WITHOUT TRANSFER BILLING**  
**OPERATING INSTRUCTIONS (Continued)**

### INVENTORY TRANSFER POSTING WITH LOT CONTROL

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97

File Edit Settings File Transfer

**LOT INVENTORY TRANSFERS**

PRODUCT#: [#####]  
REFERENCE#:  
FROM WHSE:  
LN# LOT# / LENGTH LOCATION LOT: QUANTITY

TO WHSE:  
LN# LOT# / LENGTH LOCATION LOT: QUANTITY

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT

Er k

## INVENTORY TRANSFER POSTING - WITH TRANSFER BILLING

PROGRAM NAME	INV.BP WTRANS.RCPT010	
	INV.BP W.TRANS.RCPT.LOT004	
	INV.BP WTRANS.RCPT.UPD004	
SELECTION	MENU-8	
SELECTION NUMBER	7	
FILES ACCESSED	ALPHA.PROD	RECEIPT.HOLD
	COMPANY	LOT
	INV.AUDIT	LOT.XREF
	INV.RCPT	TRANSFER
	OPERATOR	RECEIPT.HOLD
	PARAMETER	WAREHOUSE
	PROD.DET	DICT.INV.RCPT
	PROD.MAST	

### OVERVIEW

Inventory transfers posting allows for the transfer of products from one warehouse to another. Two Inventory Audit records are created and the on hand in the receiving warehouse is increased while the on hand in the from warehouse is decreased. This procedure is used if the on hand in the shipping and receiving warehouses is not updated upon verification of the release and end of day processing and is only used with transfer billing.

### OPERATING INSTRUCTIONS

#### **ENTER OPERATOR**

The input operator code is validated against the Operator file to determine if the operator is on file. If on file, the program checks if the access code 'IN' is present, which provides access to all the inventory procedures. If 'END' is input, the program ends.

#### **ENTER CO #**

The input company is validated to the Company file. Allowed response is from 1 to 99.

**INVENTORY TRANSFER POSTING - WITH TRANSFER BILLING****OPERATING INSTRUCTIONS (Continued)****ENTER RCV WHSE #**

The input warehouse number is validated to the Warehouse file. Allowed response is from 1 to 99.

**ENTER DATE**

Enter MM/DD/YY or 'RETURN' for the system date. If 'END' is input, the program ends.

**ENTER RCVR #**

If not entered, the system assigns the next sequential number stored in the Inv.Rcpt file. If 'END' is input, the program ends.

**ENTER TRANS#**

Enter the release number without the company number. This number will be validated.

**DO YOU WANT TO RECEIVE TRANSACTION COMPLETE (Y/N)?**

'Y' - the transaction will be received as complete. The totals routine will then proceed. 'N' the operator will be prompted for each line number to be received.

**ENTER LINE NUMBER**

Enter the line number to be received the system will display the line item information and ask if it is the correct line. 'END' the totals routine will proceed.

**ENTER QUANTITY**

Enter the quantity to receive. The quantity entered will be compared to the quantity open.

**IS THE TRANS QTY CORRECT ('RTN' - YES, 'N' - NO)**

If you enter 'RETURN', you will proceed to the receiver totals. At a response of 'N', the system will prompt:

**INVENTORY TRANSFER POSTING - WITH TRANSFER BILLING****OPERATING INSTRUCTIONS (Continued)****ENTER LINE NUMBER 'CANCEL' OR 'END'**

Enter a specific line number to change. Enter 'CANCEL' to cancel the transaction. Enter 'END' to proceed to the receiver totals.

**IS THE RECEIVER TOTAL CORRECT?**

If you enter 'RETURN', you will be prompted for the next batch. Enter 'CANCEL' to cancel the transaction. Enter a specific release number to correct a transfer receipt. Enter 'S' to sequentially correct all the transactions and each transaction will display and allow correction.

All updating occurs upon completion of the batch. At that time the Product Detail records in the from and to warehouses will be updated. Two Inventory Audit records will be created with a transaction type of TRN.

Cost and quantity processing logic are governed by the settings in the Parameter file.

### INVENTORY TRANSFER POSTING - WITH TRANSFER BILLING

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97

File Edit Settings File Transfer

**WAREHOUSE TRANSFER RECEIPT POSTING**

OPERATOR █--  
CO #  
RCU WHS#  
DATE  
RCUR #  
TRANS#

LN#	PRODUCT NUMBER	LOC ORD	RCU ID	QTY	COST
-----	----------------	---------	--------	-----	------

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT Er k

**INVENTORY TRANSFER IN PROCESS REPORT**

PROK NAME	INV.PROK TRANSFERS
SELECTION	MENU-8
SELECTION NUMBER	8
FILES ACCESSES	TRANSFER

**OVERVIEW**

This report list all the Transfer Billing records with open quantities. This report will indicate all warehouse transfers that have been verified and updated in the end of day, but not received in the warehouse.

**OPERATING INSTRUCTIONS****TRANSFERS IN PROCESS REPORT****HIT RETURN TO CONTINUE OR <END>:**

Enter 'RETURN' to print report. Enter 'END' to return to the inventory reports menu.



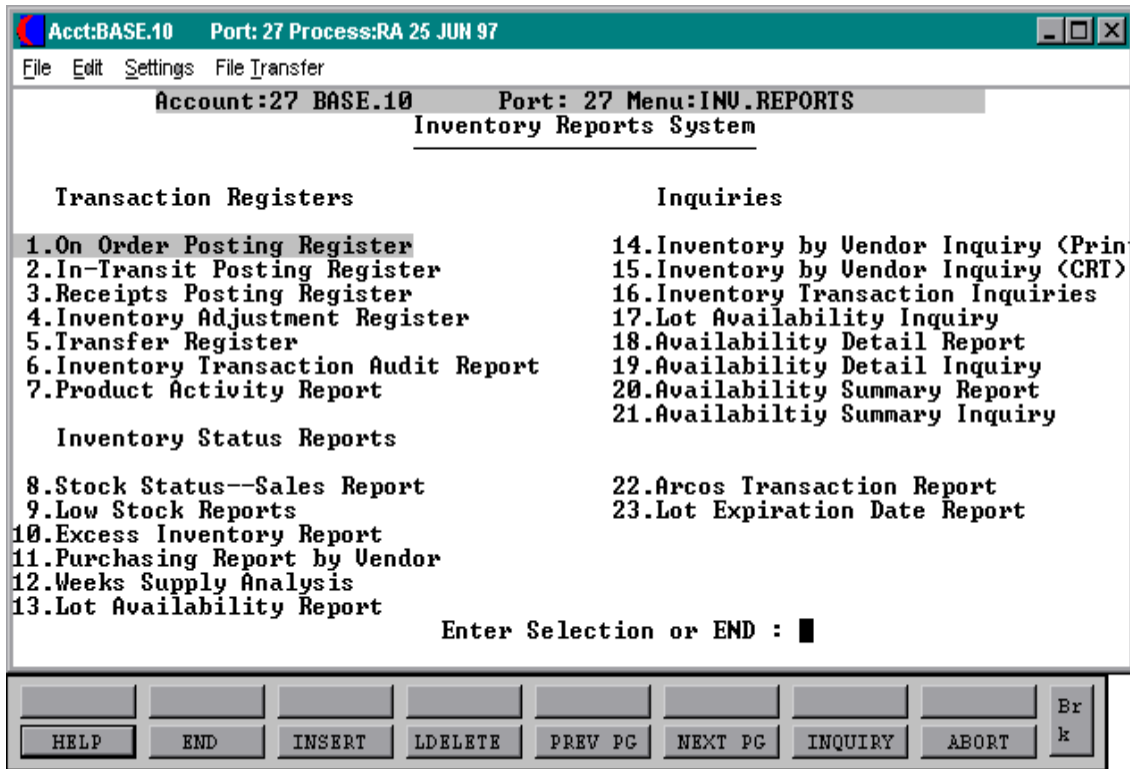
## TRANSFERS IN PROCESS REPORT

PAGE 1                   \*\*\*\*\*TRANSFERS IN PROCESS REPORT\*\*\*\*\*                   DATE 02:30:40PM 18 DEC 1997

CO#	TRN	WHSE	ORD#	A.CUST.NO	A.PROD.DESC	ORD QTY	INTRAN QTY	RCVD TD	INPICKING	VALUE
01		001	01122451	IDEAL	RED PLASTIC DESK	2	1	1		250.00
01		002	0122100	AJAX	DIRECTOR CHAIR	2	1		1	220.00
01		001	01121031	ACME	18" PEWTER FRAME	15	10	3	2	175.00
02		003	01452003	UMC	3' LEAD PIPING	5	2	3		575.00
						-----	-----	-----	-----	-----
*****						24	14	7	3	1220.00
*****						24	14	7	3	1220.00
*****						24	14	7	3	1220.00

4 records selected

## INVENTORY REPORTS



## INVENTORY ON ORDER REPORT

PROC NAME: INV.PROK S.20.1  
SELECTOR MENU-8, 9  
SELECTION NUMBER 1  
FILES ACCESSED: INV.AUDIT

### OVERVIEW

The on order report will print a listing of all the transactions posted using inventory on order posting. This report uses the Inventory Audit file.

### OPERATING INSTRUCTIONS

#### **INVENTORY ON ORDER POSTING REPORT**

#### **ENTER CURRENT DATE AS (MM/DD/YY) OR 'END'**

Enter the date as MM/DD/YY. This date is used for selection of the Inventory Audit files. If you enter 'END' the system returns to the inventory reports menu.

## INVENTORY ON ORDER POSTING REGISTER

INVENTORY ON ORDER POSTING LISTING

DATE 19 Dec 1997

PAGE  
1

REF NO.	DATE	OPER	TRANS NO	PRODUCT DESCRIPTION	QTY
ST0001	10/03/97	SF	0112203	STUSSY DIRECTOR CHAIR	2
102DSK	10/15/97	TBN	0121101	RED PLASTIC DESK	15
PWT002	10/19/97	LRM	0110001	18" PEWTER FRAME	30
ARC1025	10/25/97	TBN	0210005	3' LEAD ARC PIPING	8
CAIN111	11/01/97	SF	0120002	CAIN OAK DESK	5

5 records listed

**IN-TRANSIT REPORT**

PROC NAME: INV.PROK S.20.2  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 2  
FILES ACCESSED: INV.AUDIT

**OVERVIEW**

The intransit report will print a listing of all the transactions posted using inventory intransit posting. This report uses the Inventory Audit file.

**OPERATING INSTRUCTIONS****INVENTORY IN-TRANSIT REPORT****ENTER CURRENT DATE AS (MM/DD/YY) OR 'END'**

Enter the date as MM/DD/YY. This date is used for the selection of the Inventory Audit files. Enter 'END' to return to the inventory reports menu.

# IN-TRANSIT REPORT

INVENTORY IN TRANSIT POSTING LISTING

DATE 19 Dec 1997

PAGE 1

REF NO	DATE	OPER	TRANS NO	PRODUCT DESCRIPTION	QTY
ST001	11/01/97	SF	01122356	STUSSY DIRECTOR CHAIR	2
DSK1115	11/15/97	TBN	01135001	RED PLASTIC DESK	15
ARC1121	11/21/97	SF	01000125	3' ARC LEAD PIPING	30
CAIN1122	11/22/97	LRM	01141003	CAIN OAK DESK	5
PWT1125	11/25/97	SF	01002108	18" PEWTER PICTURE FRAME	25

## INVENTORY RECEIPTS REPORT

PROC NAME: INV.PROK S.20  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 3  
FILES ACCESSED: INV.AUDIT

### OVERVIEW

The inventory receipts report will print a listing of all transactions posted using inventory receipts posting. This report uses the Inventory Audit files.

### OPERATING INSTRUCTIONS

#### **INVENTORY RECEIPTS REPORT**

#### **ENTER CURRENT DATE AS (MM/DD/YY) OR 'END'**

Enter the date as MM/DD/YY. This date is used for selection of the Inventory Audit files. Enter 'END' to return to the inventory reports menu.

## INVENTORY RECEIPTS POSTING

RECEIPTS POSTING LISTING

DATE 19 Dec 1997

PAGE 1

REF NO	DATE1	OP	VEND#	VEND NAME	TRANS NO	DS	PRODUCT DESC	QTY	COST	VALUE	PO#	RCV#
DSK11	11/01	SF	RAS	RADISON SUPPLY	01122001	Y	RED PLASTIC DESK	5	500.00	750.00	0122540	120015
ARC11	11/05	TN	A1000	A&J WHOLESALE	01100212	N	3' ARC LEAD PIPE	3	425.00	950.00	0111201	100001
PWT11	11/07	TN	A4000	A&M SUPPLY	01114500	N	18" PEWTER FRAME	3	250.00	500.00	0110013	110015
STU11	11/15	LM	RAS	RADISON SUPPLY	01140230	Y	STUSSY DIRECTOR CHAIR		175.00	590.00	0120001	100043

4 records selected.



## INVENTORY ADJUSTMENT REPORT

PROC NAME: INV.PROK S.21  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 4  
FILES ACCESSED: INV.AUDIT

### OVERVIEW

The inventory adjustment report will print a list of all transactions posted using inventory adjustment posting. This report uses the Inventory Audit files.

### OPERATING INSTRUCTIONS

#### **INVENTORY ADJUSTMENTS REPORT**

#### **ENTER CURRENT DATE AS (MM/DD/YY) OR 'END'**

Enter the date as MM/DD/YY. This date is used for selection of the Inventory Audit files. Enter 'END' to return to the inventory reports menu.

# INVENTORY ADJUSTMENT REPORT

ADJUSTMENT POSTING LISTING

DATE Dec 19 1997

PAGE1

AUTHORIZE	DATE	OPER	REAS CD	REASON	TRANS NO	PRODUCT DESCRIPTION	BAL BEF	BAL AFT	QTY
4554	11/02	TN	001	PILFERAGE	0000152	STUSSY DIRECTOR CHAIR	250	257	7
4555	11/10	SF	001	PILFERAGE	0001100	RED PLASTIC DESK	575	577	2
4556	11/15	TN	003	MISCOUNT	0000190	ARC LEAD PIPING	2500	2550	50
4557	11/16	SF	004	BREAKAGE	0000100	18" PEWTER FRAME	150	152	2
4558	11/31	LM	002	UNKNOWN	0000201	3' GREEN FELT SWATCH	231	253	18

5 records listed

## INVENTORY TRANSFER REPORT

PROC NAME: INV.PROK S.13  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 5  
FILES ACCESSED: INV.AUDIT

### OVERVIEW

The inventory transfer report will print a list of all transactions posted using inventory transfer posting. This report used the Inventory Audit files.

### OPERATING INSTRUCTIONS

#### **ENTER CURRENT DATE AS (MM/DD/YY)OR 'END'**

Enter the date as MM/DD/YY. This date is used for selection of the Inventory Audit files. Enter 'END' to return to the inventory reports menu.

# INVENTORY TRANSFER REPORT

INVENTORY TRANSFER REPORT

DATE 19 Dec 1997

LOCATION 001 NEW YORK

ITEM NO	DESCRIPTION	REF NO	TRNS IN	TRNS OUT	NET	OPER
101	RED PLASTIC DESK	462	15			SF
101	RED PLASTIC DESK	560	10			TN
101	RED PLASTIC DESK	7721		- 20		TN
101	RED PLASTIC DESK	730	7			SF
TOTAL ITEM 101		32	- 20		12	
STUSSY	DIRECTOR CHAIR	467	200			TN
STUSSY	DIRECTOR CHAIR	678	50			SF
STUSSY	DIRECTOR CHAIR	7541	100			TN
STUSSY	DIRECTOR CHAIR	700		-100	LM	
TOTAL ITEM STUSSY		350	-100		250	
CN100	18" PEWTER FRAME	110	200			YS
CN100	18" PEWTER FRAME	A105		- 50	TN	
CN100	18" PEWTER FRAME	532		-100	JK	
CN100	18" PEWTER FRAME	5001	375			MN
CN100	18" PEWTER FRAME	52000	150			KL
TOTAL ITEM CN100		725	-150		575	

**INVENTORY TRANSACTION AUDIT REPORT**

PROC NAME: INV.PROK S.14  
PROGRAM NAME: REPORTS INV.TRN  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 6  
FILES ACCESSED: INV.AUDIT  
ALPHA.PROD  
PROD.MAST  
INV.RSN.CODE

**OVERVIEW**

The inventory transaction audit report will print a list of all transactions posted which have any affect on inventory. This would include sales as well as inventory receipts posting, adjustments, transfers etc. The inventory transactions are printed from the Inventory Audit file.

**OPERATING INSTRUCTIONS****DAILY INVENTORY TRANSACTION AUDIT REPORT****ENTER CURRENT DATE AS (MM/DD/YY) OR 'END'**

Enter the date as (MM/DD/YY). This date is used for selection of the Inventory Audit files. Enter 'END' to return to the inventory reports menu.

# INVENTORY TRANSACTION REPORT

DAILY INVENTORY TRANSACTION AUDIT REPORT

PAGE 1

WAREHOUSE 001

ITEM NO	TRNS	RSN-CD	REASON DESC	TRANS NO	REF NO	DATE	PI PA	O/H PR	QTY	O / H AFT
11715-000	REC			34	7721	11/01/97		85	50	135
11715-000	TRN			41	770	11/15/97		135	-10	125
11715-000	ADJ	01	PILFERAGE	45	005	11/17/97		125	5	1 3 0 E N D BALANC E
NFSU-E	TRN			31	451	11/02/97		25	250	275
NFSU-E	ADJ	03	UNKNOWN LOSS	52	7413	11/27/97		275	-50	225
NFSU-E	REC			41	4569	11/28/97		225	10	260
NFSU-E	REC			99	410	11/30/97		260	100	3 6 0 E N D BALANC E
STUSSY	TRN			111	002	11/11/97		200	60	260
STUSSY	ADJ	02	BREAKAGE	000	4598	11/15/97		260	-25	235
STUSSY	REC			530	8777	11/30/97		235	50	2 8 5 E N D BALANC E

## PRODUCTS ACTIVITY REPORT

PROC NAME: INV.PROK PROD.ACTIVITY  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 7  
FILES ACCESSED: INV.AUDIT

### OVERVIEW

The inventory product activity report will print a list of all transactions that have affected inventory from the first date to the last date input by branch and product class.

### OPERATING INSTRUCTIONS

#### **PRODUCT ACTIVITY ANALYSIS BY WAREHOUSE & PRODUCT CLASS**

##### **ENTER FIRST DATE OF PERIOD**

Enter the date as MM/DD/YY. This date is used for the selection of the Inventory Audit files.

##### **ENTER LAST DATE OF PERIOD**

Enter the date as MM/DD/YY. This date is used for the selection of the Inventory Audit files.

# PRODUCTS ACTIVITY REPORT

INVENTORY ACTIVITY REPORT BY BRANCH BY PRODUCT CLASS

DEC 19 1997

WHSE: 001

A.PROD.NO	DESCRIPTION	DATE	TNX	BAL.BEF	QTY	REF NO	AUTHCODE	REAS.CD	OPER
101	RED PLASTIC DSK	11/01	REC	25	100	455			SF
101	RED PLASTIC DSK	11/15	ADJ	125	-25	115	TSH001	01	TN
101	RED PLASTIC DSK	11/17	TRN	100	50	000			TN
101	RED PLASTIC DSK	11/30	REC	150	50	001			SF

\*\*\*\*

STUSSY	DIRECTOR CHAIR	11/01	REC	50	50	5631			PL
STUSSY	DIRECTOR CHAIR	11/02	TRN	100	25	0021			PL
STUSSY	DIRECTOR CHAIR	11/25	ADJ	25	125	111	TSH001	03	TN

\*\*\*\*

NFSU-E	NO FRILLS STK-UP	11/15	TRN	50	25	7001			JK
NFSU-E	NO FRILLS STK-UP	11/18	TRN	75	25	22			JK
NFSU-E	NO FRILSS STK-UP	11/21	ADJ	100	-20	0000	TSH001	02	TN

\*\*\*\*



**INVENTORY STOCK STATUS REPORT - SALES REPORT**

PROC NAME: INV.PROK STOCK.STATUS.II  
PROGRAM NAME: REPORTS STOCK.STATUS.II  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 8  
FILES ACCESSED: PROD.DET  
PROD.MAST  
PARAMETER

**OVERVIEW**

The inventory stock status report will print the beginning balance, receipts sales, returns, adjustments, on hand, on order, on backorder and sales by units and dollars year-to-date. If the product is a kit or discontinued or stock status indicator is set to 'N', the product will not appear on the report.

**OPERATING INSTRUCTIONS****INVENTORY STOCK STATUS REPORT**

**ENTER RETURN TO CONTINUE OR <END>**

Enter 'RETURN' to run the report or 'END' to return to the inventory reports menu.

## INVENTORY STOCK STATUS REPORT - SALES REPORT

INVENTORY STOCK STATUS BY BRANCH BY PRODUCT CLASS

DATE 12/15/97

WHSE: 001---NEW YORK

ITEM.NO	PRODUCT DESC	BEGIN:	RECEIPTS :	SALES :	RETURNS :	ADJUSTS :	ON :	VEND :	BACKORD:	SOLD :	SALES :	VALUE
				MTD			HAND	ON	ORD	YTD	YTD	
101	RED PLASTIC DSK	500	250	102	25	57	730	200		500	5000	9724
STUSSY	DIRECTOR CHAIR	950	170	103	0	0	1019	0		1152	4109	9243
NFSU-E	NO FRILLS STKUP	1075	150	325		25	750	50	50	425	2322	8172
CN100	18" PWTR FRAME	250	700	25	0	0	850	0	0	111	503	1567
-----												
***PRODUCT CLASS: 001		2275	1270	555	25	82	3349	250	50	2163	11934	28706
***WAREHOUSE 001 TOTALS		2275	1270	555		82		250		2163		28706
						25			3349	50	11934	

## INVENTORY LOW STOCK REPORT

PROC NAME: INV.PROK LOW.STOCK  
PROGRAM NAME: REPORTS LOW.STOCK  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 9  
FILES ACCESSED: PARAMETER  
PROD.DET  
PROD.MAST  
WAREHOUSE  
VEND.MAST

### OVERVIEW

The inventory low stock report will print a listing of all items that have reached the reorder point. No discontinued products, kit products or products with the stock status indicator set to 'N' will print.

### OPERATING INSTRUCTIONS

- (1) REGULAR PRODUCTS**
- (2) BLANKET PO PRODUCTS**

Enter selection 1 or 2. File will prompt you for a specific vendor. Enter selection or 'END' to return to the inventory reports menu.

## INVENTORY LOW STOCK REPORT

PAGE: 1

LOW STOCK REPORT BY WAREHOUSE BY VENDOR

DATE 12/18/97

WAREHOUSE:001---NEW YORK

PROD#	PROD DESC	SELL ON UM	ON HD	VEND ORD	CUST BKORD	AVAIL	ROP	BUY UM	LAST ORD	LAST REC	REC YTD	SLS YTD	SLS YTD
-------	-----------	---------------	----------	-------------	---------------	-------	-----	-----------	-------------	-------------	------------	------------	------------

VENDOR: A1000      G&A WHOLESALERS  
 MIN FREIGHT \$1000

047	CURTAIN HOOK	DZ	0	25	3	0	5	CS	5/3	5/15	90	160	750
050	SOAP DISPEN.	EA	15	30	4	1	15	EA	6/1	6/13	98	258	987
051	LOTION DISP.	EA	20	10	0	15	5	EA	6/1	6/15	57	102	899
101	PLASTIC DSK	EA	3	25	14	2	10	EA	7/9	7/15	63	50	5000
VENDOR TOTAL****			38	90	21	18	35				308	1020	7636

**EXCESS INVENTORY REPORT -- BASED ON ## MONTHS**

PROC NAME: INV.PROK EXCESS.STOCK  
PROGRAM NAME: REPORTS EXCESS.INV  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 10  
FILES ACCESSED: PROD.DET  
PROD.MAST  
PROD.CLASS  
PARAMETER  
COMPANY  
SALES.2  
WAREHOUSE

**OVERVIEW**

The excess inventory report calculates the excess inventory in quantity and in dollar value. Kit products and products with the stock status indicator set to 'N' will not print on the report.

**OPERATING INSTRUCTIONS****EXCESS INVENTORY STOCK REPORT****HIT <RTN> TO CONTINUE OR 'END'**

Enter 'RETURN ' to print the report. Enter 'END' to return to the inventory reports menu.

**ENTER MONTHS DESIRED (1-36) OR 'END'**

Enter the number of months to use for the excess inventory calculation from 1 to 36. The number input will be used to calculate the excess inventory for that period. Enter 'END' to return to inventory reports menu.

## EXCESS INVENTORY REPORT - BASED ON ## OF MONTHS

PAGE: 1

EXCESS INVENTORY REPORT - BASED ON 3 MONTHS

DATE:

DEC 19 1997

WHSE: 001--NEW YORK

PC : 001--FURNITURE

PROD.NO	PROD.DESC	UM	ON HD	VEND ORD	BACKORD	AVAIL	SALES YTD	SALE\$ YTD	VALUE	DESIRED QTY	EXCESS	EXCESS VALUE
101	PLASTIC DESK	EA	10	20	2	1	100	1550	3750	75	0	
STUSSY	DIRECTOR CHR	EA	105	250	0	105	75	2456	7500	275	80	6200
CN100	BAR STOOL	EA	50	50	0	50	63	3521	6420	75	25	2200
102	WOOD DESK	EA	150	25	0	150	105	6590	9806	160	15	3000
PC TOTALS****			315	345	2	306	363	14117	27426	585	120	11400
WHSE TOTAL****			315	345	2	306	363	14117	2742	585	120	11400
GRAND TOTAL****			315	345	2	306	363	14117	2741	585	120	11400

## PURCHASING BY VENDOR

PROC NAME: INV.PROK PURCH.VEND  
PROGRAM NAME: REPORTS STOCK.STAT.VEND008  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 11  
FILES ACCESSED: PARAMETER  
PROD.DET  
PROD.MAST  
VEND.MAST  
VEND.XREF  
LOOKUP.FILE  
WAREHOUSE

### OVERVIEW

The purchasing by vendor report will print all items purchased from a particular vendor. The on hand, on order, on backorder and available quantities are displayed.

### OPERATING INSTRUCTIONS

#### **PURCHASING REPORT**

#### **INPUT VENDOR DESIRED OR (NL FOR ALL VENDORS)**

Enter the vendor number or 'RETURN' for all vendors. The input vendor is validated against the Vendor Master file. If you enter 'RETURN', all vendors will be printed.

#### **ALL ITEMS OR JUST THOSE BELOW ROP (NL/R)?**

Enter 'RETURN' for all items. Enter 'R' for just those items below ROP.

## PURCHASING BY VENDOR REPORT

PAGE: 1

PURCHASING REPORT BY WAREHOUSE BY VENDOR

DATE: 11/31/97

WHSE: 001---NEW YORK

VEND: RAS--RADISON SUPPLY

PROD.NO	PROD.DESC	UM	ON HND	VEND ON ORD	BACKORD	AVAIL	ROP	SALES YTD	SALES\$ YTD	VALUE
102	RED PLASTIC DESK	EA	15	30	0	15	15	500	4525	9000
STUSSY	DIRECTOR CHAIR	EA	0	55	32	-32	5	240	2075	5600
CN100	18" PEWTER FRAME	DZ	8	10	0	8	10	650	1300	4100
103	BLUE PLASTIC DESK	EA	10	50	0	10	10	701	5066	9980
ARKW5	3' LEAD PIPING	EA	50	50	10	-60	25	550	6000	11000
VENDOR TOTAL ****			83	195	42	-67	65	2641	18966	40680
WHSE TOTAL ****			83	195	42	-67	65	2641	18966	40680



## WEEKS SUPPLY ANALYSIS

PROC NAME: INV.PROK PWEEKS.SUPP  
PROGRAM NAME: REPORTS WEEKS.SUPP  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 12  
FILES ACCESSED: PROD.DET  
PROD.MAST  
SALES.2

### OVERVIEW

The weeks supply analysis report will calculate stock availability based upon six months usage.

### OPERATING INSTRUCTIONS

#### **STOCK AVAILABILITY REPORT (WEEKS SUPPLY)**

#### **HIT RETURN TO CONTINUE OR <END>**

Enter 'RETURN' to run the weeks supply analysis report. Enter 'END' to return to inventory reports menu.

#### **ENTER LAST PERIOD TO BE INCLUDED (1 - 12) OR END**

Enter the last period for the report from 1 to 12. The number input will be used as the last period for the report. Enter 'END' to return to inventory reports menu.

## WEEKLY SUPPLY ANALYSIS

WHSE: 001                      STOCK AVAILABILITY REPORT BASED ON 6 MONTHS USAGE THROUGH: JANUARY                      5/2/97

PRODUCT	DESCRIPTION	ONHAND	INPICK	BACKORD	AVAIL	26 WEEKS AVERAGE	# WEEKS INV	VENDOR ON ORD	#WEEKS INV
ARWKSU	SK UP DEODERIZER	250	0	840	-590	39	-15	400	-5
102	PLASTIC DESK - BL	150	0	0	150	29	5	300	16
NFSU-E	NO FRILL STKUP	100	0	220	-120	20	- 6	0	-6
ARWK-HD	HEAVY DUTY STKUP	993	57	57	879	34	26	1000	55
CN100	BAR STOOL	81	2	2	77	33	2	500	17
STUSSY	DIRECTOR CHAIR	25	2	2	21	16	1	50	4
		=====	=====	=====	=====	=====	=====	=====	=====
PROD CLASS: 001 MISC		1599	61	1121	417	171	13	2250	-81
=====									
WHSE TOTALS		1599	61	1121	417	171	13	2250	-81

**LOT AVAILABILITY REPORT**

PROC NAME: INV.PROK LOT.INV.REPORT006  
PROGRAM NAME: INV.BP LOT.INV.RPT.COST006  
INV.BP LOT.INV.REPORT006  
SELECTOR: MENU-8,9  
SELECTION NUMBER: 13  
FILES ACCESSED: ALPHA.PROD  
LOT  
LOT.XREF  
OPERATOR  
PROD.DET  
PROD.MAST  
PARAMETER  
WAREHOUSE

**OVERVIEW**

These reports show all lot products by warehouse, the lot#, location and available quantity.

**OPERATING INSTRUCTIONS****LOT INVENTORY AVAILABILITY REPORT**

**HIT <NL> TO CONTINUE OR 'END'**

Enter 'RETURN' to run the report. Enter 'END' to return to inventory reports menu.

- (1) WITH COSTS**
- (2) WITHOUT COSTS**

Enter '1' to run the report with costs. Enter '2' to run the report without costs. Enter 'END' to return to inventory reports menu.

**ENTER WAREHOUSE # OR <ALL>**

Enter 'ALL' to run the report for all warehouses. Enter a valid warehouse number to run the report for that warehouse.

## LOT AVAILABILITY REPORT

INVENTORY AVAILABILITY REPORTS - BRANCH: 001 NEW YORK      DATE 12/01/97 PAGE:01

PROD.NO    BW-603      PROD DESC: RHL DOUBLE CONDUCTOR    AVAIL:5900      TRANSFERS:      ONORDER:  
 COST:      2.00    B/O:  
     ADJ:

REEL/LOT#	LOCATION	QTY AVAIL	COST	REEL/LOT#	LOCATION	QTY AVAIL	COST
*****							
16533	B12	2500	2.00	AC120	L1000	1500	2.00
L100	C08	2650	1.79	N21-9	G523	2000	1.02
*****							

PROD.NO    1025A      PROD DESC: MRD45 TRASMITTER      AVAIL:2530      TRANSFERS:100    ONORDER:  
 COST:      1.75    B/O:      50  
     ADJ:      75

REEL/LOT#	LOCATION	QTY AVAIL	COST	REEL/LOT#	LOCATION	QTY AVAIL	COST
*****							
ASD100	C02	1500	1.75	AD50	L875	950	1.75
FCET1	F54	80	1.75				
*****							

**INVENTORY BY VENDOR**

PROC NAME: INV.PROK INV.BY.VEND  
PROGRAM NAME: INV.BP VEND.INV.INQ  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 14  
FILES ACCESSED: PROD.DET  
PROD.MAST  
VEND.MAST  
VEND.XREF  
LOOKUP.FILE  
PARAMETER

**OVERVIEW**

This report can be generated to the printer. The report will indicate all items purchased from a particular vendor and their prices. Kit products and products set up with the stock status indicator set to a 'N' will not print.

**OPERATING INSTRUCTIONS****INVENTORY BY VENDOR****ENTER VENDOR NUMBER, 'END' TO END, OR RETURN FOR ALL**

Enter a specific vendor number which will be validated against the Vendor Master file or Hit 'RETURN' for all vendors. Enter 'END' to return to the inventory reports menu.

## INVENTORY BY VENDOR

PAGE: 1

\*\*\*\*INVENTORY BY VENDOR\*\*\*\*

18:35:02

18 DEC 1997

VEND.NO	WHSE	ITEM.NO	ITEM DESCRIPTION	UM	COST	RETAIL	ON	AVAIL HAND	VEND	ROP	ON	ORD
RAS	001	101	BLUE PLASTIC DESK	EA	65.00	125.00	15	15		30		15
RAS	001	102	RED PLASTIC DESK	EA	65.00	125.00	10	10		30		15
RAS	002	STUSSY	DIRECTOR CHAIR		EA 105.00	200.00	5	5		45		10
RAS	001	CN120	18" PEWTER FRAME	DZ	85.00	175.00	7	6		50		10
RAS	001	GH-RD5	3' LEAD PIPING		EA 32.00	110.00	15	10		75		25
A1000	002	ARWK-SU	STKUP AIR FRESHNER		DZ 9.24	15.60	0	100		400		500
A1000	003	RTU-09	OAK CABINET DOOR	EA	35.50	65.00	18	18		125		45
A1000	003	FG987LK	CHROME FAUCET SET	EA	42.35	105.00	25	23		50		23

**INVENTORY TRANSACTIONS INQUIRIES**

PROC NAME: PROK MENU-8.6.8  
INV.PROK PINV.HIST.CUST.INQ  
INV.PROK PINVV.HIST.PROD.INQ  
PROGRAM NAME: INV.BP INV.HIST.PROD.INQ  
SELECTOR: MENU-8, 9  
SELECTION NUMBER: 16  
FILES ACCESSED: INV.HIST  
INV.HIST.CUST  
INV.HIST.PROD  
ALPHA.CUST  
ALPHA.PROD  
PROD.MAST  
VEND.MAST  
CUST.MAST  
PARAMETER

**OVERVIEW**

This report will print all the transactions for a particular customer or product.

**OPERATING INSTRUCTIONS****INVENTORY TRANSACTION INQUIRIES:**

- 1 CUSTOMER INQUIRY**
- 2 PRODUCT INQUIRY**

If you enter '1' for customer inquiry the following prompt will display:

**CUSTOMER:**  
**PRODUCT:**  
**BEGINNING DATE:**  
**ENDING DATE:**  
**PRINTER:**

Enter "Y" to send the report to the printer. Enter "N" to send report to the CRT.

**INVENTORY TRANSACTIONS INQUIRIES****OPERATING INSTRUCTIONS (CONTINUED)**

If you enter '2' for product inquiry the following prompt will display:

**WAREHOUSE:**  
**PRODUCT:**  
**CUSTOMER:**  
**BEGINNING DATE:**  
**ENDING DATE:**  
**PRINTER:**

Enter "Y" to send the report to the printer. Enter "N" to send the report to the CRT.



## INVENTORY TRANSACTION INQUIRY BY CUSTOMER

The screenshot shows a terminal window with a title bar containing 'Acct:BASE.10 Port: 27 Process:RA 25 JUN 97'. The menu bar includes 'File', 'Edit', 'Settings', and 'File Transfer'. The main display area contains the following text:

```
INVENTORY TRANSACTION INQUIRY BY CUSTOMER
-----
CUSTOMER: [#####]
PRODUCT:
BEGINNING DATE:
ENDING DATE:
PRINTER:

ENTER CUSTOMER NUMBER OR <RTN>:
```

At the bottom of the window is a control panel with a grid of buttons:

								Br
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT	k

## INVENTORY TRANSACTION INQUIRY BY PRODUCT

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97

File Edit Settings File Transfer

INVENTORY TRANSACTION INQUIRY BY PRODUCT

-----

WAREHOUSE: ###

PRODUCT:

CUSTOMER:

BEGINNING DATE:

ENDING DATE:

PRINTER:

ENTER WAREHOUSE NUMBER, <RETURN> FOR ALL, OR 'END'

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT Br k

## LOT AVAILABILITY

PROGRAM NAME: INV.BP LOT.INQ.DRIVER008  
ELEMENT LOT.INQ.COST006  
SELECTOR: MENU-8,9  
SELECTION: 17  
FILES ACCESSED: ALPHA.PROD  
CONTROL  
LOT  
LOT.XREF  
OPERATOR  
PARAMETER  
PROD.DET  
PROD.MAST  
WAREHOUSE  
COMMONS

### OVERVIEW

The lot inquiry displays all lots of available material for a particular product. The operator may view the inventory for a single warehouse, or all. View selectivity is also allowed by lot size, so that the program will display only those lots that have a quantity (or length) greater than or equal to the size needed. A proposed selling price may be entered which is compared to a minimum acceptable gross profit for the product.

### OPERATING INSTRUCTIONS

#### **ENTER WAREHOUSE NUMBER**

Enter warehouse number or 'END' to return to the menu.

#### **ENTER PRODUCT # OR <END>**

Enter product number or 'END' to return to the menu.

# LOT AVAILABILITY INQUIRY

The screenshot shows a terminal window with the following content:

Acct:BASE.10 Port: 27 Process:RA 25 JUN 97

File Edit Settings File Transfer

**LOT INVENTORY AVAILABILITY INQUIRY**

WAREHOUSE#: \_\_\_\_\_  
PART#: \_\_\_\_\_ PROD#: \_\_\_\_\_ COST: \_\_\_\_\_  
DESC: \_\_\_\_\_  
PRICE 1: \_\_\_\_\_ PRICE 2: \_\_\_\_\_ PRICE 3: \_\_\_\_\_ PRICE 4: \_\_\_\_\_  
Q-BRK 1: \_\_\_\_\_ Q-BRK 2: \_\_\_\_\_ Q-BRK 3: \_\_\_\_\_ Q-BRK 4: \_\_\_\_\_

AVAIL ON HAND IN PICK ON B/O IN USE ADJ QTY TRN QTY IN WORK ON P/O EARL DL

LOT# / LENGTH	LOCATION	QTY AVAIL	LOT# / LENGTH	LOCATION	QTY AVAIL
---------------	----------	-----------	---------------	----------	-----------

ENTER WAREHOUSE NUMBER OR <END>: ###

LOT.INQ006

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT

Br k

## AVAILABILITY DETAIL REPORT

PROC NAME: INV.PROK P.AVAIL.RPT  
PROGRAM NAME: INV.BP AVAIL.RPT  
SELECTOR: MENU-8, 9  
SELECTION: 18  
FILES ACCESSED: ALPHA.PROD  
ITEM.INQ  
ITEM.PO  
ORDER  
PO  
PROD.DET  
PROD.MAST  
WAREHOUSE  
WO  
WO.XREF

### OVERVIEW

This report will show availability for all products the are not discontinued, kit products or have the stock status indicator set to a 'N'.

### OPERATING INSTRUCTIONS

#### **PRODUCT AVAILABILITY REPORT**

#### **ENTER REPORT DATE OR 'END' (MM/DD/YY)**

Enter date of the report as MM/DD/YY.

## AVAILABILITY DETAIL REPORT

10:58:32 12/17/97  
WHSE 001 NEW YORK

AVAILABILITY DETAILED REPORT

PAGE 1

ON HAND	JAN		FEB		MAR		APR		MAY		JUN	
	1-15	16-30	1-15	16-30	1-15	16-30	1-15	16-30	1-15	16-30	1-15	16-30
047	DZ SHOWER CURTAIN HOOKS											
	VENDOR ON ORDER											
	CUSTOMER ORDERS											
	BALANCE	0	0	0	0	0	0	0	0	0	0	0
050	EA SOAP DISPENSERS											
	VENDOR ON ORDERS	5	15						25			25
	CUSTOMER ORDERS	10	20			20						50
	BALANCE	15	35			20			25			75
101	EA RED PLASTIC DESK											
	VENDOR ON ORDERS	10	0	5		10			10			0
	CUSTOMER ORDERS		5	0		12			0			10
	BALANCE	10	5	5		22			10			10
102	EA BLUE PLASTIC DESK											
	VENDOR ON ORDER											
	CUSTOMER ORDERS											
	BALANCE	0	0	0		0			0			0

**AVAILABILITY DETAIL INQUIRY**

PROGRAM NAME: INV.BP AVAIL.INQ  
SELECTOR: MENU-8, 9  
SELECTION: 19  
FILES ACCESSED: ALPHA.PROD  
ITEM.INQ  
ITEM.PO  
ORDER  
PO  
PROD.DET  
PROD.MAST  
WAREHOUSE  
WO  
WO.XREF

**OVERVIEW**

This inquiry will show the availability for a specific product on the CRT.

**OPERATING INSTRUCTIONS****ENTER DATE FOR INQUIRY MM/DD/YY**

Enter the date to use for the inquiry or 'END' to return to the inventory reports menu.

**ENTER ITEM NUMBER, 'L' FOR LOOKUP OR 'END'**

Enter a valid product number, 'L' to run the lookup inquiry or 'END' to return to the inventory reports menu.

### AVAILABILITY REPORT INQUIRY

11:51:15 06/25/97  
 WHSE A CONSOLIDATED

AVAILABILITY REPORT INQUIRY

PRODUCT NUMBER	U/M	DESCRIPTION	ON HAND	VENDOR ON ORDER	CUSTOMER ORDERS	BALANCE
3M-350M	EA	STERIL LATEX GLOVES MED.				
JUN 1-15						500
15-30						500
JUL 1-15						500
15-30						500
AUG 1-15						500
15-30						500
SEP 1-15						500
15-30						500
OCT 1-15						500
15-30						500
NOV 1-15						500
15-30						500

.HIT <RTN> TO CONTINUE:



## ARCOS TRANSACTION REPORT

PROK NAME: ARCOS.TRANS.RPT  
PROGRAM NAME: MDS.BP ARCOS.READ010  
MDS.BP ARCOS.BUILD010  
MDS.BP ARCOS.TRANS.RPT010  
MDS.BP ARCOS.TRANS.RPT010  
SELECTOR: MENU-8,9  
SELECTION: 22  
FILES ACCESSED: DICT ARCOS  
INV.HIST  
ARCOS  
INV.AUDIT

### OVERVIEW

This report will show a listing off all acquisitions and dispositions.

### OPERATING INSTRUCTIONS

#### **ARCOS TRANSACTION REPORT**

#### **PRESS <CR> TO CONTINUE OR 'END'**

If <CR> is pressed then you will be prompted for the following:

#### **ENTER WAREHOUSE OR 'ALL'**

Enter warehouse number if you want to run the report for only one warehouse. Enter 'A' if you want to run the report for all warehouses. Enter 'END' if you want to return to the inventory reports menu.

#### **ENTER 'A'QUISITION, 'D'ISPOSITION OR 'B'OTH**

Enter 'A' if you want the report to show acquisitions. Enter a 'D' if you want the report to show dispositions. Enter a 'B' if you want the report to show both.

#### **ENTER BEGINNING DATE (MM/DD/YY)**

Enter the beginning date to use for the report.

**ARCOS TRANSACTION REPORT**

**OPERATING INSTRUCTIONS (Continued)**

**ENTER ENDING DATE (MM/DD/YY)**

Enter the ending date to use for the report.

**AVAILABILITY SUMMARY REPORT**

PROC NAME: INV.PROK P.AVAIL.SUM  
PROGRAM NAME: INV.BP AVAIL.SUM  
SELECTOR: MENU-8, 9  
SELECTION: 20  
FILES ACCESSED: ALPHA.PROD  
ITEM.INQ  
ITEM.PO  
ORDER  
PO  
PROD.DET  
PROD.MAST  
WAREHOUSE  
WO  
WO.XREF

**OVERVIEW**

This report will show availability for all products in summary form. This report will exclude all kits, discontinued products and products with the stock status indicator set to a 'N'.

**OPERATING INSTRUCTIONS****PRODUCT AVAILABILITY SUMMARY REPORT****ENTER REPORT DATE OR 'END' (MM/DD/YY)**

Enter the date for the report as MM/DD/YY.

### AVAILABILITY SUMMARY REPORT INQUIRY

11:53:14 06/25/97 AVAILABILITY SUMMARY REPORT INQUIRY  
 WHSE A CONSOLIDATED

ITEM NUMBER	U/M	DESCRIPTION	ON HAND	BALANCE
3M-350M	EA	STERIL LATEX GLOVES MED.		
JUN 1-15			500	500
15-30				500
JUL 1-15				500
15-30				500
AUG 1-15				500
15-30				500
SEP 1-15				500
15-30				500
OCT 1-15				500
15-30				500
NOV 1-15				500
15-30				500

.HIT <RTN> TO CONTINUE:

Control Panel: OE, VE, MAINT, EMAIL, AUDIT, CAPT ON, VIEW, Br, HELP, END, INSERT, LDELETE, PREV PG, NEXT PG, INQUIRY, ABORT, k

## AVAILABILITY SUMMARY INQUIRY

PROGRAM NAME: INV.BP AVAIL.INQ.SUM  
SELECTOR: MENU-8, 9  
SELECTION: 21  
FILES ACCESSED: ALPHA.PROD  
ITEM.INQ  
ITEM.PO  
ORDER  
PO  
PROD.DET  
PROD.MAST  
WAREHOUSE

### OVERVIEW

This inquiry will show the availability for a specific product for one warehouse or all in summary form to the CRT.

### OPERATING INSTRUCTIONS

#### **ENTER DATE FOR INQUIRY MM/DD/YY**

Enter the date to use for the inquiry or 'END' to return to the inventory reports menu.

#### **ENTER ITEM NUMBER, 'L' FOR LOOKUP OR 'END'**

Enter a valid product number, 'L' to run the lookup inquiry or 'END' to return to the inventory reports menu.

#### **ENTER WAREHOUSE NUMBER, 'A' FOR ALL OR 'END'**

Enter the warehouse number if you want to run the inquiry for only one warehouse. Enter 'A' if you want to run the report for all warehouses. Enter 'END' and you will return to the inventory reports menu.

## INVENTORY POSTING FILE DESCRIPTIONS

### ALPHA.PROD

Contains the alphanumeric product 'NUMBER' which is used as the primary access method to obtain the Product Master and Detail records. The input alpha product number may be any of the following:

P -- Regular product number

C -- Customer product number

M -- Manufacturer's product number

S -- Superseded product number

In addition, the new product number to be used in the case of a superseded product is stored in this file.

If the product is temporary, it is noted so that it can be deleted at end of month.

### COMPANY

This file holds pertinent information for each company as defined the MDS client. A maximum of 99 companies may be defined. The company name stored in this record is used as the heading for the various reports. In addition the prompt mask and next internal number to be used for the Product and Customer files are stored in this record.

### LOT

This file is used by those customers requiring lot inventory control. Each lot for each product for each warehouse is maintained in this file, and contains inventory control data for that lot.

### LOT.XREF

This file cross references lot numbers to a given product warehouse.

## INVENTORY POSTING FILE DESCRIPTIONS

### OPERATOR

Contains the applications each operator may perform. The Operator file is designed to control access to various application programs. At the beginning of each application program, the entry operator is prompted to enter his/her initials. The response is either the operator's initials or a password designated by the MDS user.

This entered code word is then validated against the Operator file to determine whether or not access is permitted to this program by this operator.

The access codes are determined by the user. The applications that may be accessed by this operator are entered through the operator maintenance program and are designated as follows:

<u>Code</u>	<u>Application</u>
CO	Company Related File Maintenance programs
CU	Customer Related File Maintenance programs
PR	Product Related File Maintenance programs
OE	Order Entry
IV	Invoicing and Release
VD	Voids
AR	Accounts Receivable
IN	Inventory Control
PO	Purchasing
AP	Accounts Payable
GL	General Ledger
FR	Financial Reports
PY	Payroll
MP	Manager of Point-of-Sale
CP	Clerk of Point-of-Sale

### PARAMETER

The Parameter file stores various pieces of information used for the processing of the MDS client.

### PROD.DET

The Product Detail file contains an entry for each product for each warehouse in which it is stored. This file contains basic inventory, product, and product sales movement and history.

**INVENTORY POSTING FILE DESCRIPTIONS****PROD.MAST**

The Product Master file contains one entry for each product carried by the company. Access is through the Alpha Product file. Basic descriptive information regarding the product is stored in this record such as:

Description

Product classification (TYPE AND CLASS)

Pricing

Substitution

**VEND.MAST**

One Vendor Master record is maintained for each of the client's vendor. Generally this file contains all static data relative to that vendor such as name and address information, D&B number, telephone number and various indicator fields.

**VEND.XREF**

The Stock Status Cross Reference file contains an index of a products purchase from a specified vendor. It is used to produce a stock status report for a particular vendor.

**WAREHOUSE**

This file defines each of the warehouses used by the MDS client. A maximum of 999 warehouses may be used.

**PO**

This file contains all open purchase orders.

**VENDOR.PO**

This file is a chain of all open purchase orders for a given vendor.

**ITEM.PO**

This file contains a chain of all open purchase orders for a given item.

**PO.PRINT.XREF**

Chain of purchase orders awaiting printing.



**INVENTORY POSTING FILE DESCRIPTIONS****INV.RCPT**

Cross reference of purchase order receipts by receiving number.

**PO.MAINT.AUDIT**

This file contains an audit trail of all changes made via the purchase order maintenance procedure. After the printing of the log report, the file is cleared.

**PROD.RCPT**

Cross reference of PO receipts by product. The updating of this file is optional based on Parameter(56).

**RCPT.XREF**

Cross reference list of products received. Can be used to drive the backorder allocation system.

The updating of this file is optional based on Parameter(57)

**RECEIPT.HOLD**

Work file used in the receipts program.

**INTRANSIT**

The intransit from Vendor file.

**INTRANSIT.HOLD**

Work file used by the intransit procedure.

**INV.AUDIT**

This file contains a log of all transactions affecting the on hand inventory position, and forms the basis of the inventory audit report.

**INV.RSN.CODE**

This file contains a list of valid inventory adjustments reason codes.

## INVENTORY POSTING FILE DESCRIPTIONS

### PRICE.CHANGE

The Price.Change file contains pending price changes to a product. Using the advance price change procedures, new prices and/or costs may be pre-loaded in this file until their effective date. At that time, a program is run to copy the new price to the live pricing files.

### FIFO

The "first in first out" Costing file. A copy of each inventory receipt is captured in this and later used for the computation of FIFO cost.

### FIFO.BCKUP

The "first in first out" Costing file. A copy of each inventory receipt is captured in this and later used for the computation of FIFO cost.

This file is a Work file used during the FIFO update process.

### WK.FIFO

The "first in first out" Costing file. A copy of each inventory receipt is captured in this and later used for the computation of FIFO cost.

This file is a Work file used during the FIFO update process.

### LIFO

The "last in first out" Costing file. A copy of each inventory receipt is captured in this and later used for the computation of LIFO cost.

### LIFO.BCKUP

The "last in first out" Costing file. A copy of each inventory receipt is captured in this and later used for the computation of LIFO cost.

This file is a Work file used during the LIFO update process.

## INVENTORY POSTING FILE DESCRIPTIONS

### WK.LIFO

The "last in first out" Costing file. A copy of each inventory receipt is captured in this and later used for the computation of LIFO cost.

This file is a Work file used during the LIFO update process.

### BATCH.CONT

The Batch Control file is used to control the entry of inventory counts in the physical inventory system.

### MAST.TAG

The Inventory Tag Master file is use as part of the physical inventory procedure, and records who received tag numbers.

### PI.TAG

The Physical Inventory Tag file is used to create tag slips for physical inventory counting and storing the count posted against it after entered.

### INV.HIST

The Inv.Hist file contains a detailed line item history of sales and inventory receipts. The source of this file is the Inv.Audit file. The length of time data is stored on this file is controlled by the entry that is put in the Parameter file.

### INV.HIST.CUST

This file contains a cross-reference of data stored on the Inv.Hist file by customer. It is used to facilitate the customer purchase history inquiry. (MENU-8.9)

### INV.HIST.PROD

This file contains a cross-reference of data stored on the Inv.Hist file by product. It is used to facilitate the product purchase history inquiry. (MENU-8.9)

### ITEM.COST

This file is used in the costing of foreign purchases.

**INVENTORY POSTING FILE DESCRIPTIONS**

**RATE.EXCHANGE**

Contains the current currency exchange rates.

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