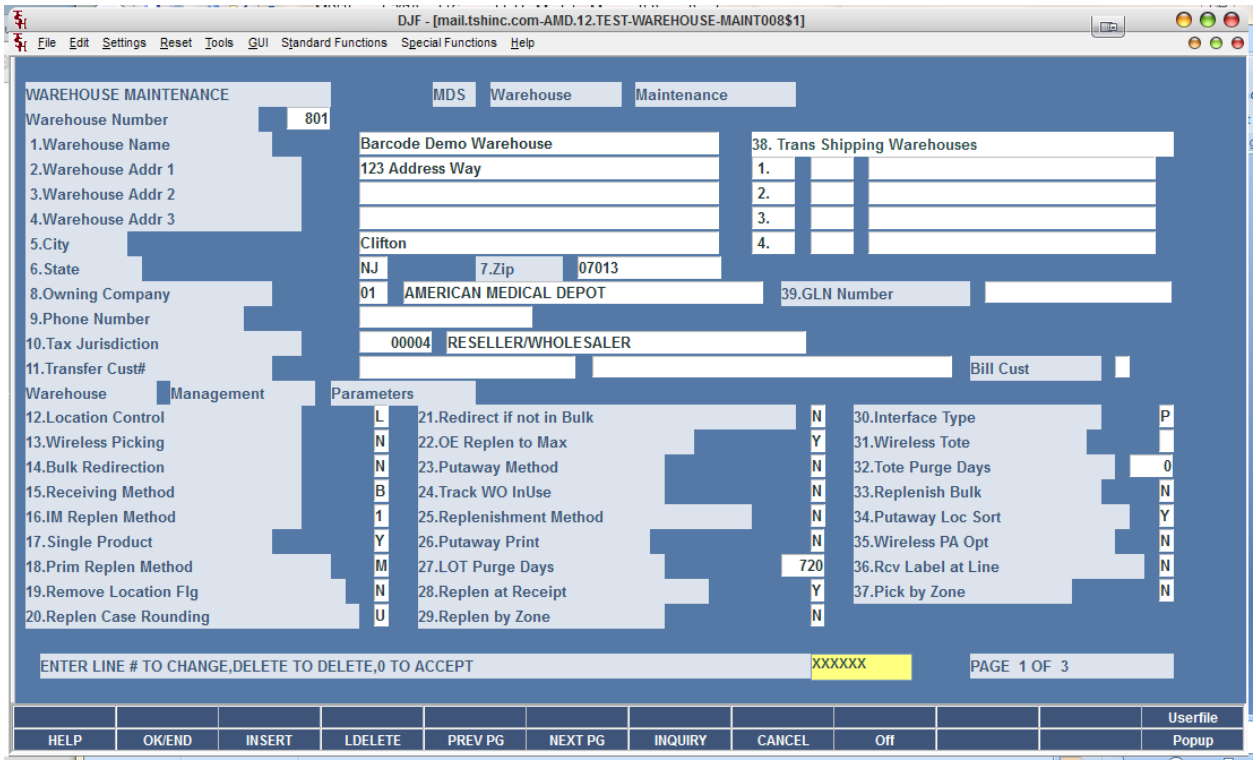
MDS Barcode Procedure Guide – DJF 8/9/12

Overview: MDS Allows for both Wireless or Non Wireless Implementation of a barcoding system. The primary goals of this procedure are to improve inventory accuracy, Improve order processing accuracy (less returns) ,Improve personnel performance and accuracy, Better utilize warehouse space and thereby Improve customer satisfaction by providing better fill rates and order accuracy.

Note: Barcoding will make your more accurate but is not always faster than alternate picking methods

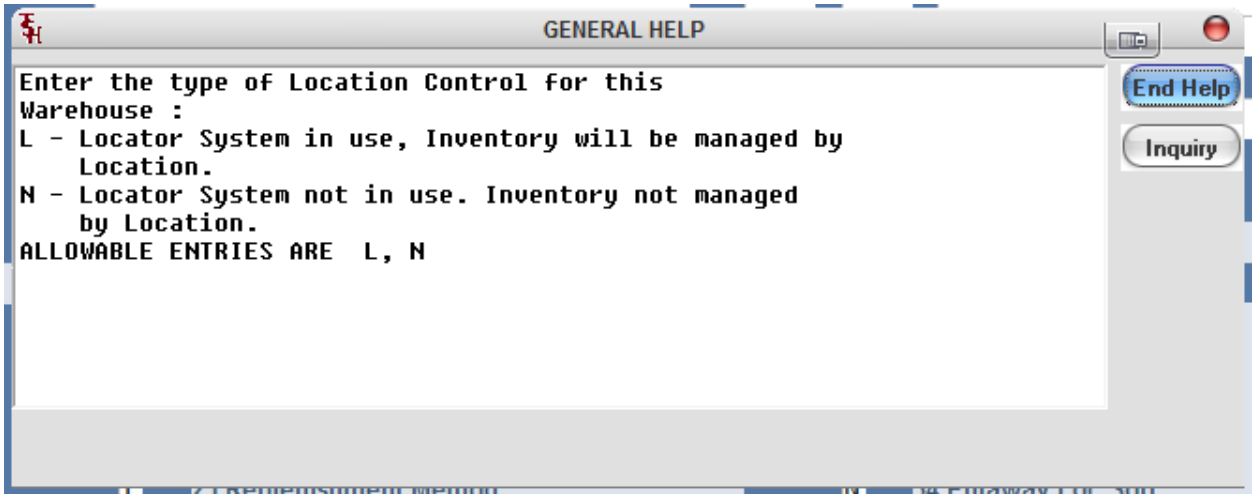
MDS offers both Product or Location Bar Coding. Because barcodes are not uniform in the Medical industry and there is a significant Cost to Barcode Items Upon Receipt as well as the fact that many bar Codes do not Define Unit of Measure this procedure guide will assume the Alternate Solution: Barcoding and scanning Locations. This assumes that your company will maintain Product by Location (one item per location) and or one Lot/Serial Item per location.

Step 1. Move Items into a single location and turn on option in MDS

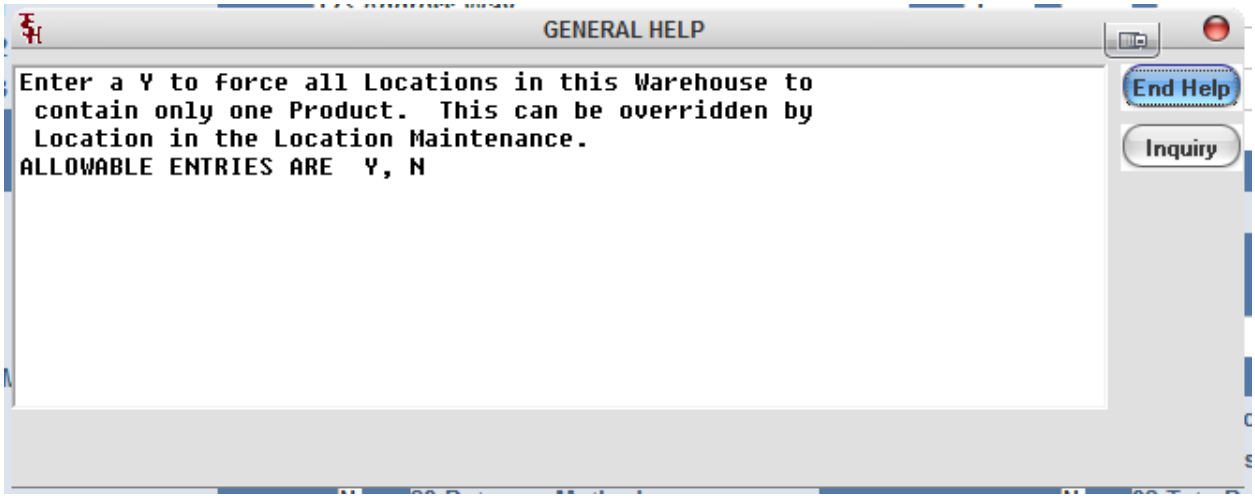


Required Options for this setup

A. Location Control needs to set to “L”

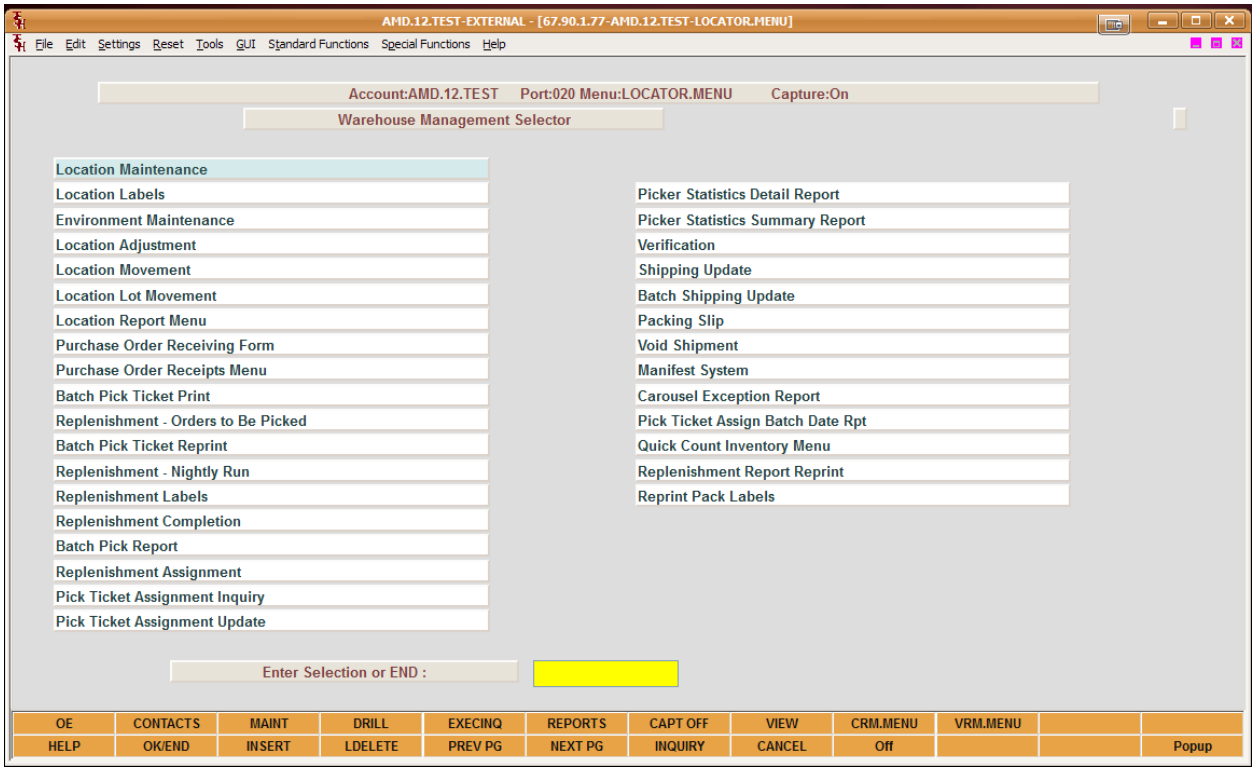


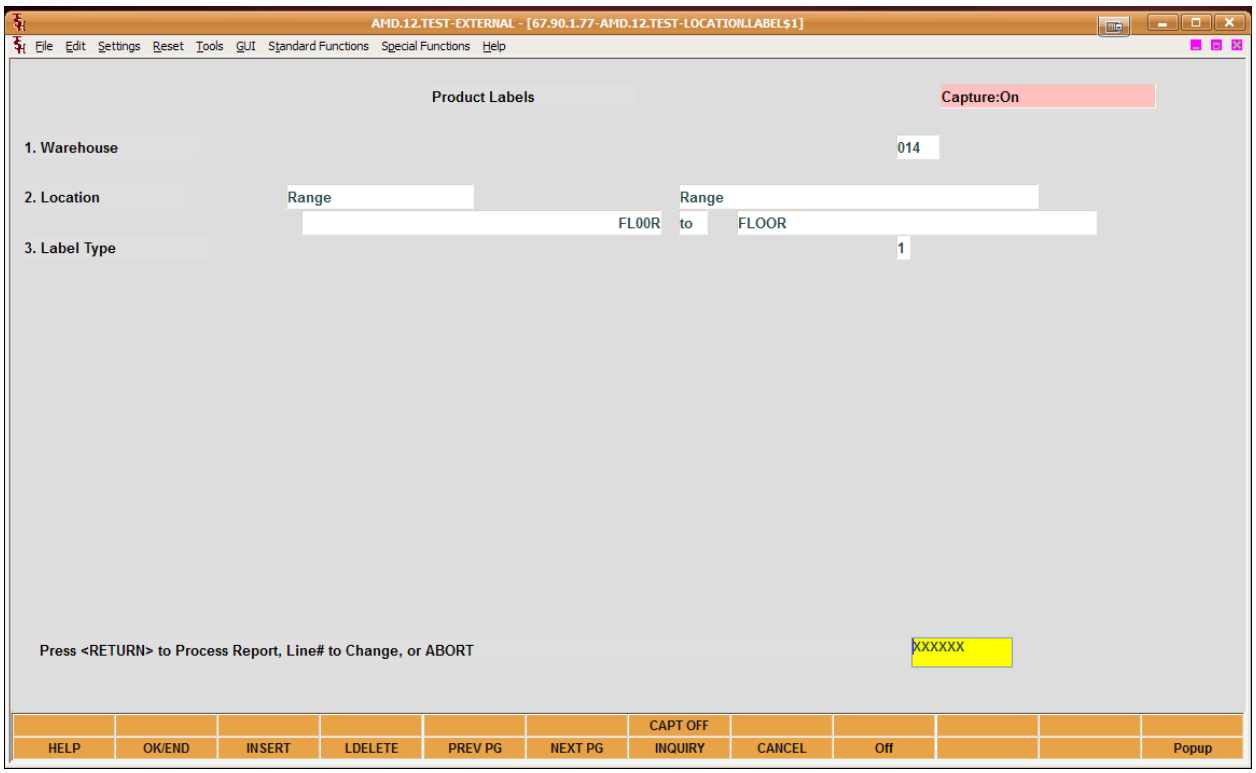
B . Single product per location needs to set to a “Y”



Step 2. Generate Bar Coded Labels for your warehouse locations Location Labels are available in multiple formats. Zebra Printer 2 x 4 , Zebra Printer 2.5 x 4 , LaserJet Avery Label 5163 –

Below is an example Zebra with a logo – our base version doesn’t have a logo. You can add it using bartender or leave it off.





After creating your labels , note we would recommend generating label by location ranges so you can print a batch and place on the shelving , if you have metal racking we recommend you purchase some magnetic stock and or sheets and affix the labels you print to them. Uline.com offers many options but

a simple answer is to use Avery 8374 Ink Jet Magnetic business cards. 2 x 3-1/2 – fits nicely on the Zebra 2x4 format , or you can purchase similar items for much less cost - uline offers more industrial level products. Depending on warehouse wear and tear you may not need them and the zebra stock is typically pretty rugged.

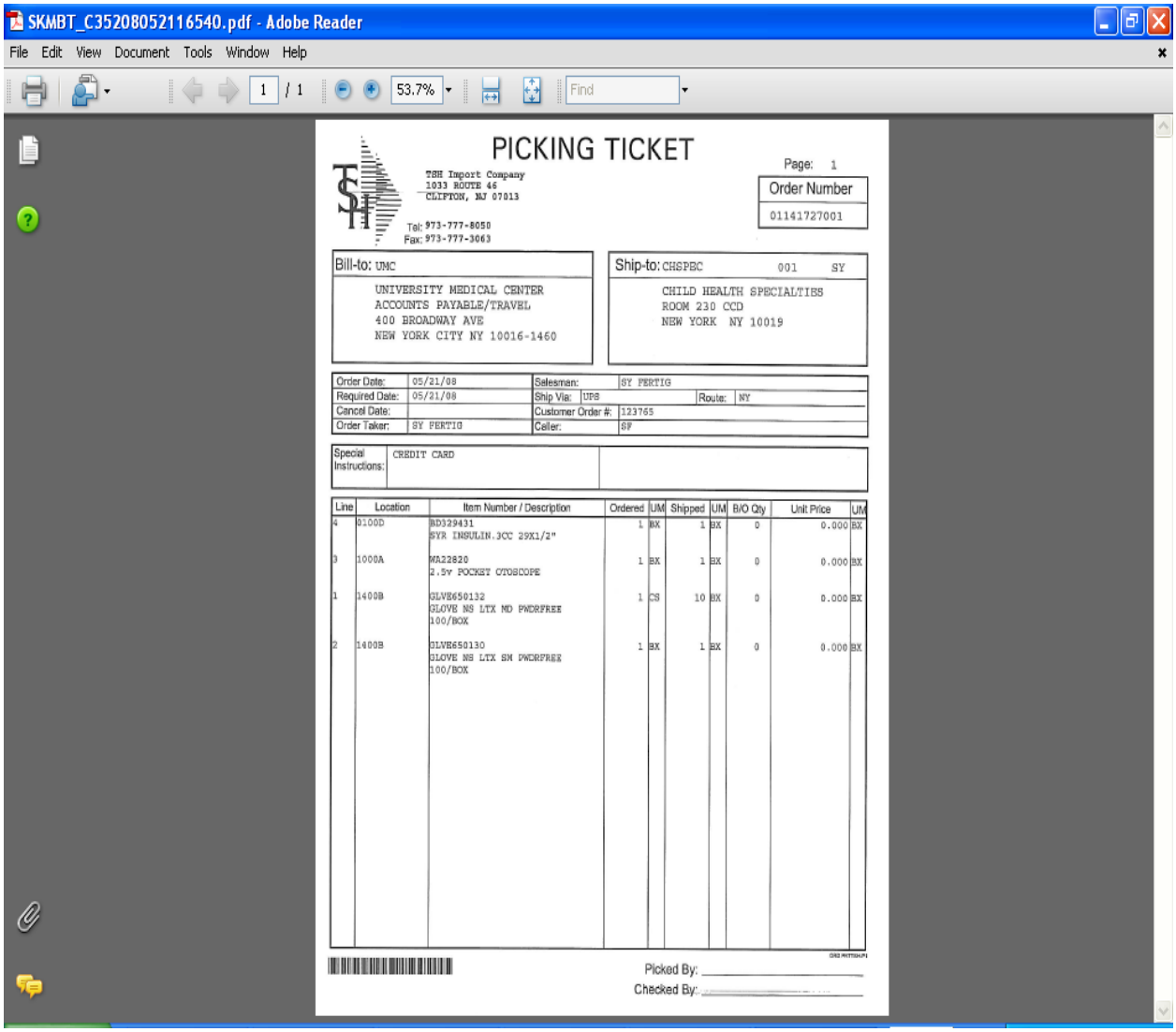
Step .3 – Labeling your locations –
Physically setup locations in your warehouse and affix the labels if magnetic then put them on the shelved or slide them into the sleeves for the label. Note: for smaller items or lot control It may make sense to segregrate a larger area into smaller ones, example
Location AA-12-AB-12 can be a small box on the ROW AA, Slot 12 , Shelf AB , Bin 12
But your warehouse will determine how much you need.

Step 4. Once Labeling – you can use any of the MDS Standard Functions to scan items
Here is an example for Picking orders using Scanner's attached to a laptop either via Bluetooth , wireless or usb cable. Each setup will be different depending on your warehouse and needs

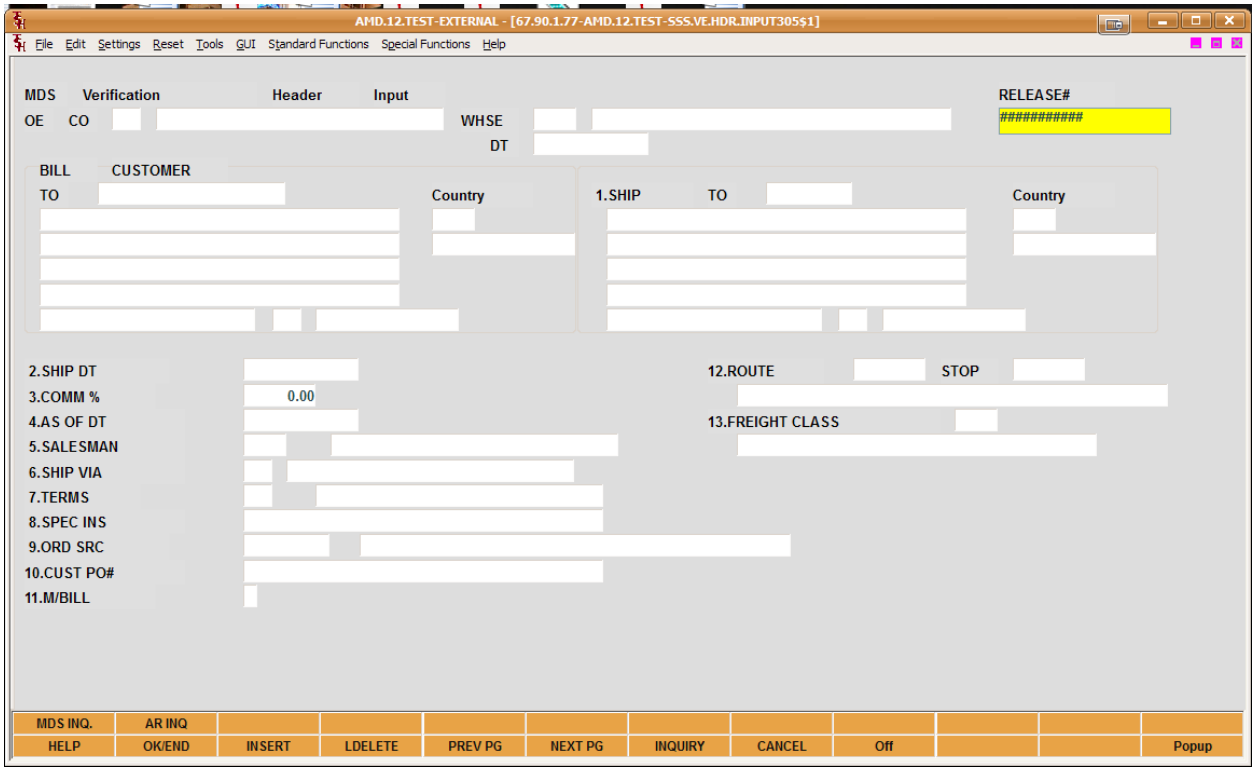
For this example you will need

A. Wireless Laptop or other connection to MDS
B. Scanner connected to laptop – wireless or Bluetooth or usb
C. Cart to put laptop on and wheel thru the warehouse

Print your Picking documents as you normally do today they will include a barcode at the bottom to get you started.

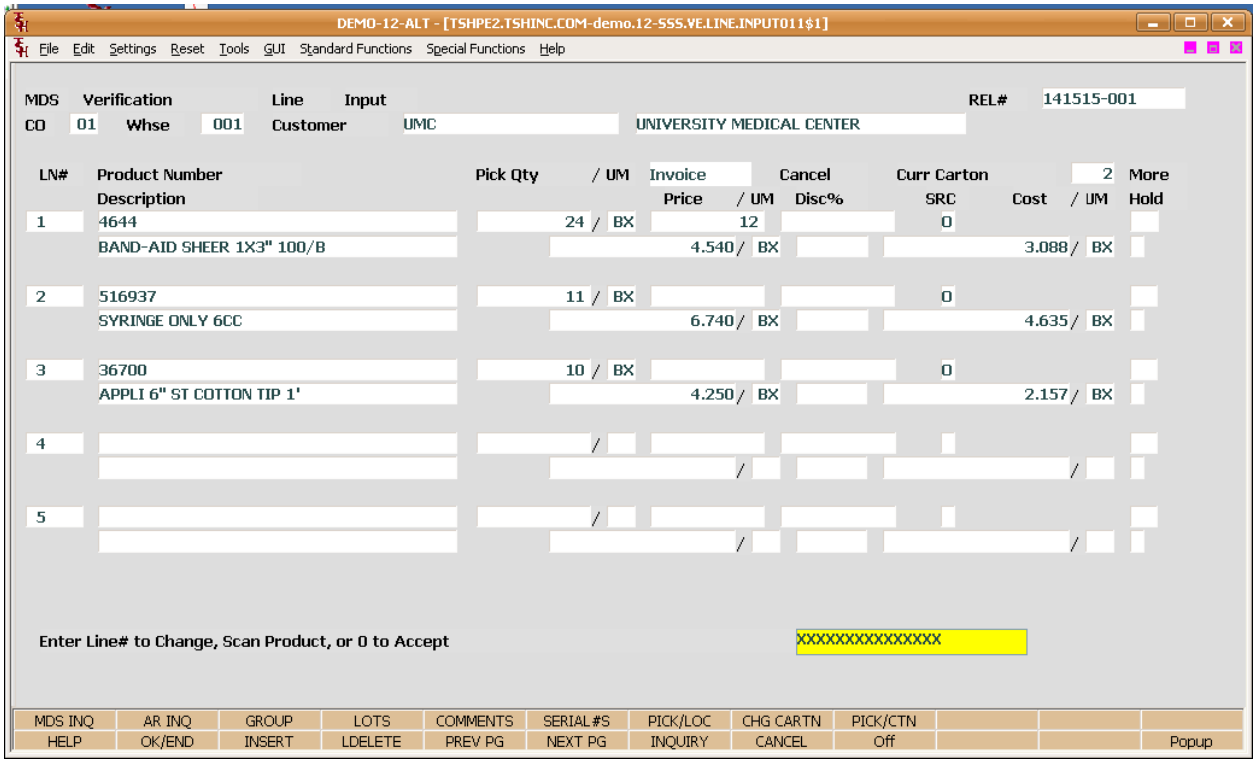


Login mds and enter the verification screen. – note this methodology replaces the picker/packer model with a single person scanning. The concept being that if they scan it it will verify they picked the correct item. – However you are still requiring them to enter a qty.
For greater control and accuracy we recommend the MDS Wireless warehouse module.

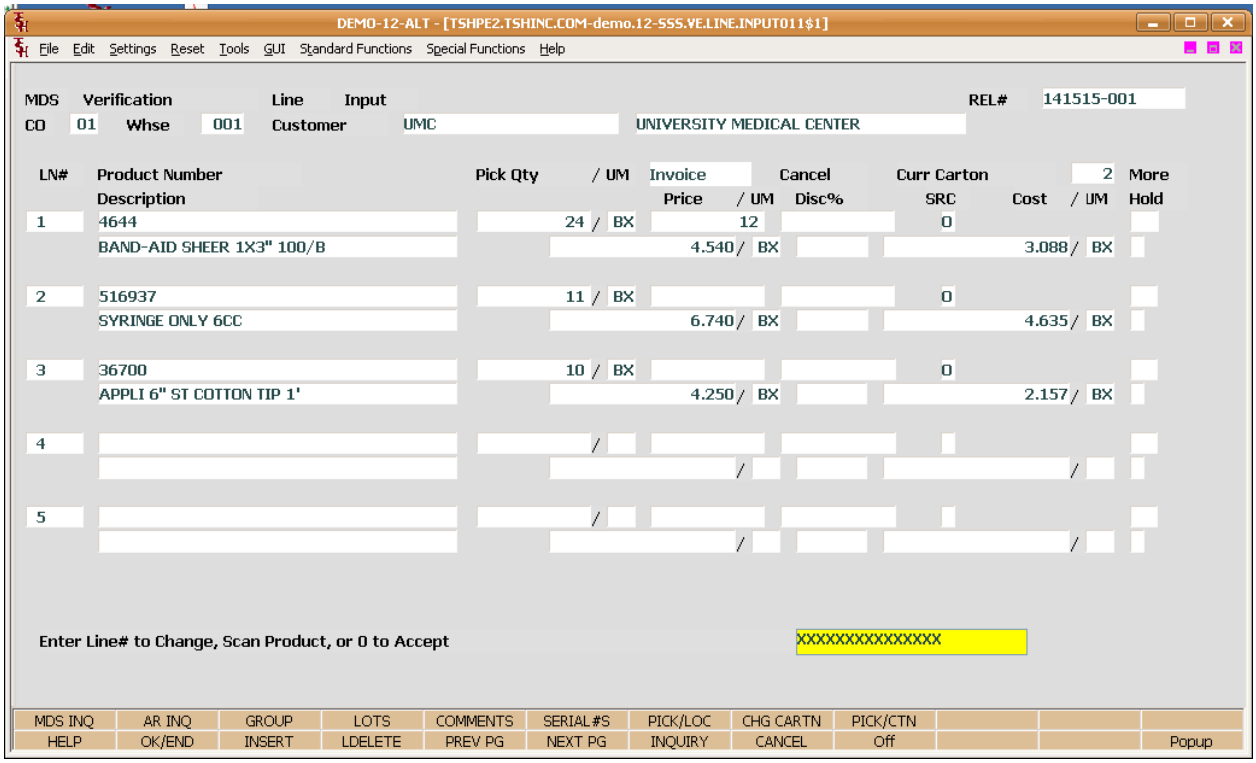


Scan your release number and start picking , your ticket should be in location sequence so you can walk up and down the rows with your cart.

At each location scan the location barcode to indicate you are picking that item.



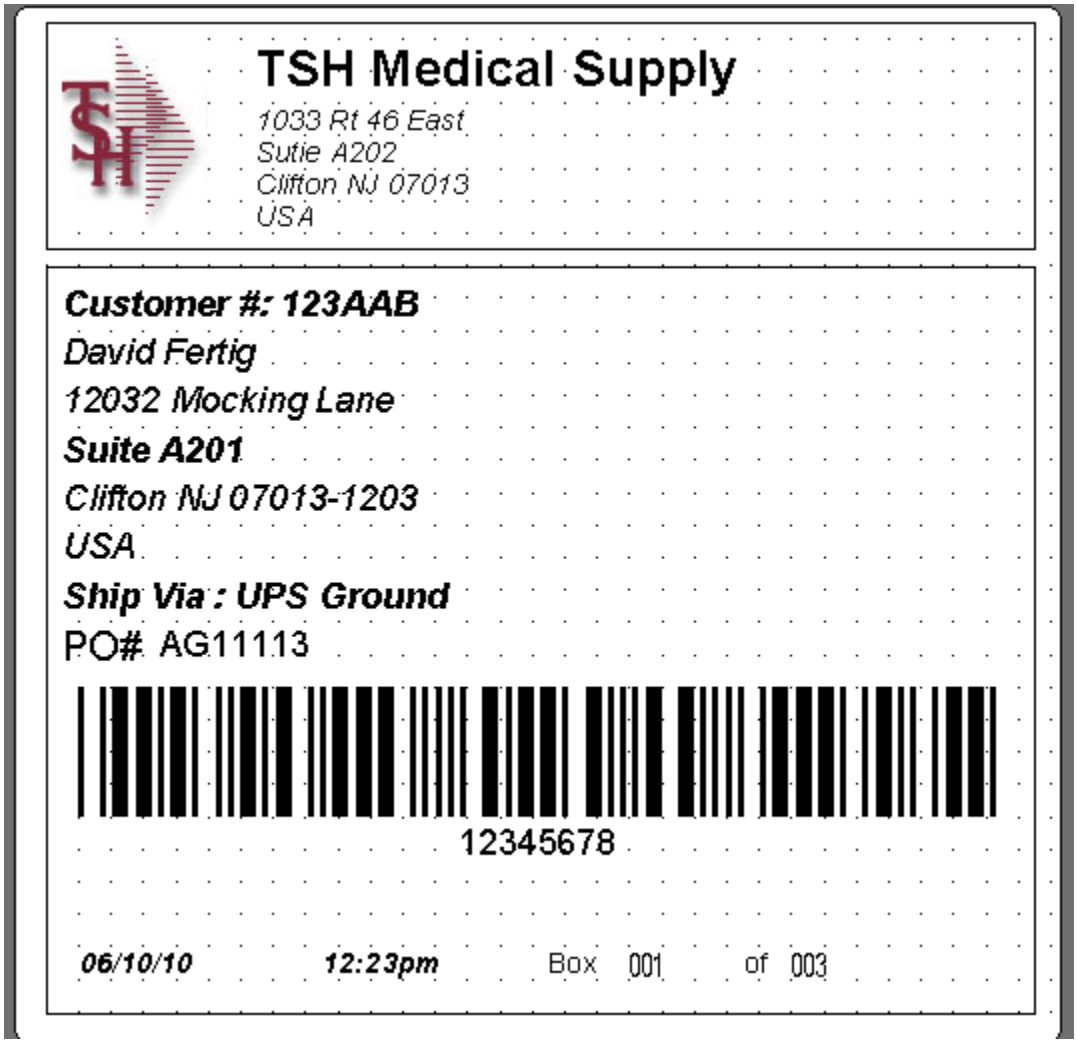
If you wish to provide carton level detail to a customer you can turn that option on via the warehouse maintenance (step 1) otherwise it will assume all items are in a single carton (this is optional)



Once the location is scanned the line that the item appears on will be highlighted and your can then update the item's quantity or default the quantity based upon the flags in the warehouse file. (default missing quantity as cancelled or backordered by flags)

Once the order is completely picked you can then complete verification as your normally would , enter picker/packer etc and or update any freight amount.

You can then complete the order and print a packing slip/ labels once you return the front of the warehouse or place the box with the picking ticket in it on a conveyor and start picking the next order.



You would them place the completed box with the picking ticket on a shipping station, weight it and scan it into ups/fedex etc this will bring up the shipping update screen and you can then print a packing list or invoice and seal the box.

Then place the box on a pallet and await the pickup from your carrier.

Your picker will scan the next release and continue down the rows
This model is single order centric and is not the fastest method but can expand easily to allow for batch picking or a more complete wireless system.