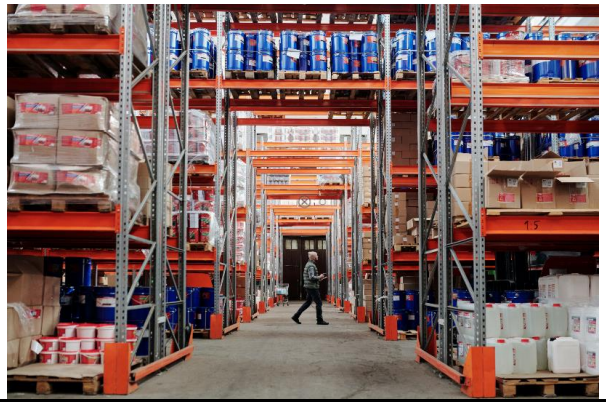
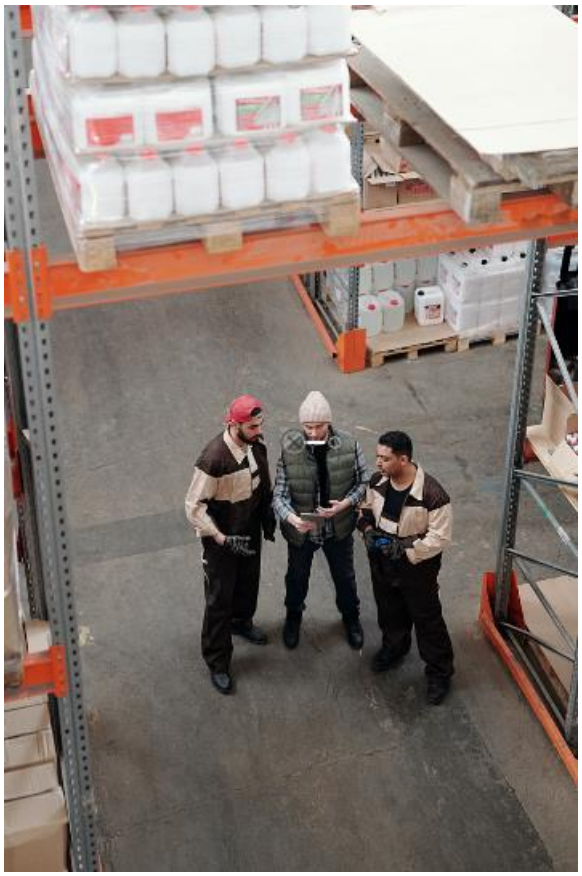
Odoo Inventory Software Storyboard

Scene	On screen images	On screen text	Narration Script
1	Wide view of a single warehouse worker centered between warehouse racks. 	Animated box with the title: Odoo Inventory Software Refresher	Welcome to the Odoo Inventory Software refresher.
2	High-level view of 3 workers in a warehouse. 	In this video, you will: 1. Identify the key components of the Odoo Inventory dashboard. 2. Create and print shipping labels, and 3. Access warehouse reporting systems for the end of day closeout task.	In this video, you will: 1. Identify the key components of the Odoo Inventory dashboard. 2. Create and print shipping labels, and 3. Access warehouse reporting systems for the end of day inventory closeout task.

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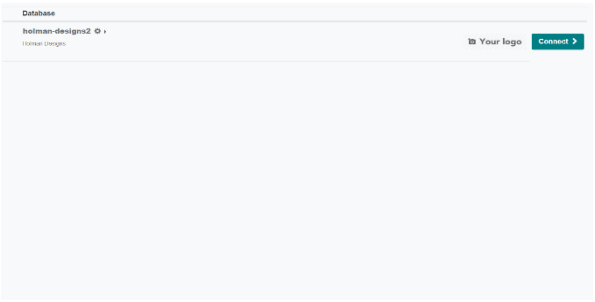
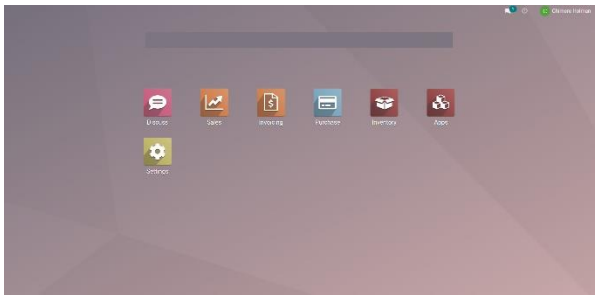
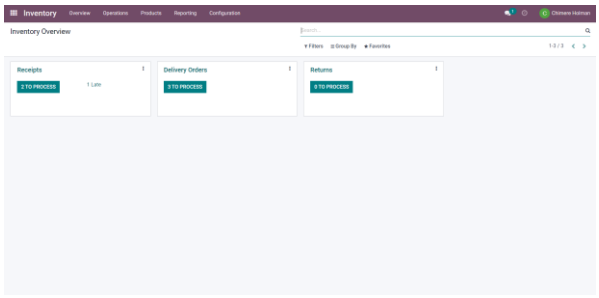
3	The Odoo personal database page is displayed. 	NONE	Let's get started! First, open Odoo and click Connect.
4	The Application dashboard is displayed. 	NONE	You will now be connected to the application dashboard, where you will see multiple application icons. Select the inventory icon to access the inventory dashboard.
5	The Inventory dashboard is displayed. 	NONE	Some key components on the dashboard are receipts, delivery orders, and returns.

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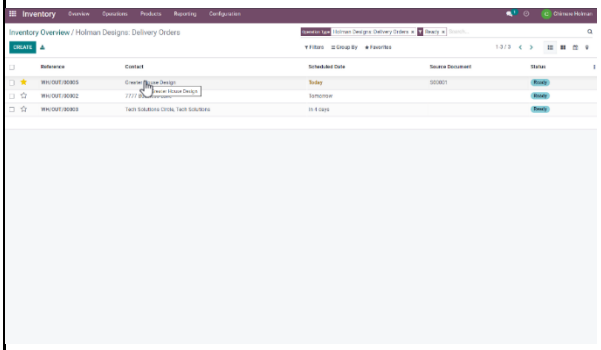
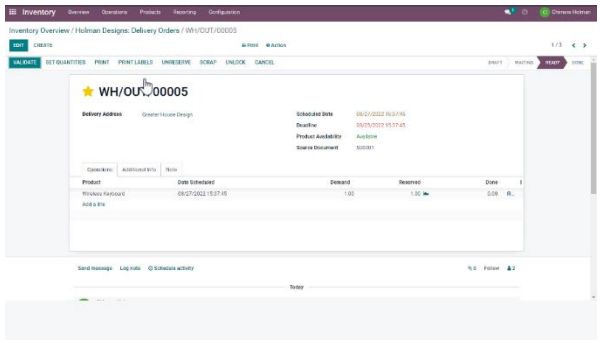
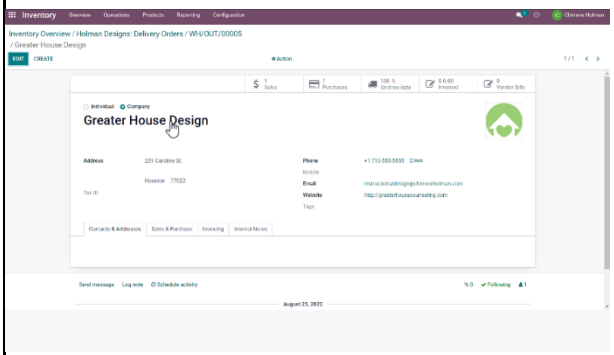
6	The Inventory Overview, Specific Delivery, and its company address page is displayed. Animations and annotations are added and timed to audio.   	NONE	In the rectangle labeled "Delivery Orders," you can locate the number of deliveries available for processing. In this case, we have three orders to process. Click the green button, which leads to the list of scheduled deliveries. Notice the status shows "READY. That means the items are available to be shipped. When you hover over a delivery order, the order is highlighted in grey. This feature ensures you are selecting the correct delivery. If this is an urgent delivery, click the star located to the left of the reference number. Since this delivery must be sent out today, click the star to inform the shipping department. The star changes from white to yellow when selected.

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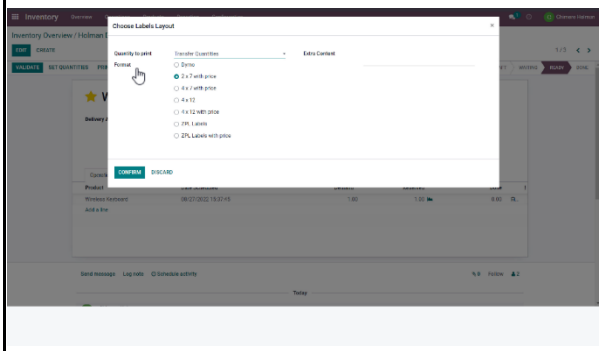
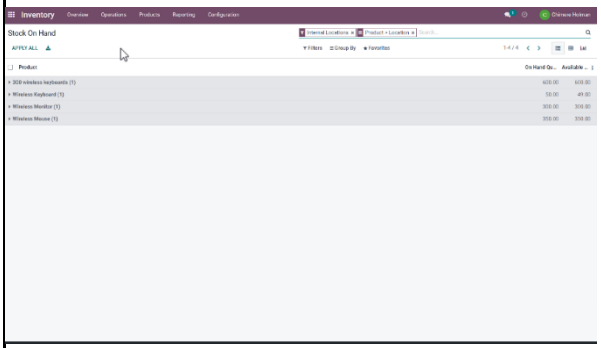
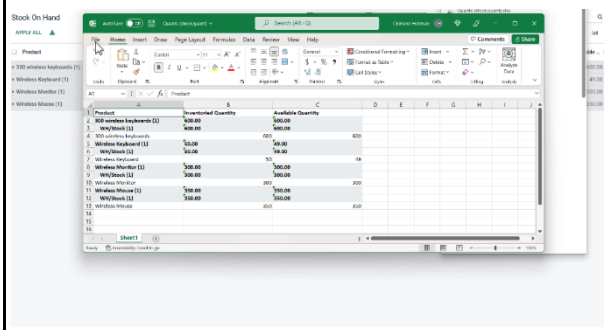
7	Image of Print Label screen is displayed. 		We now want to print a label for the shipping department, Click Print Labels. A pop-up window will appear, displaying the label formats. Be sure to select Dymo. Click Confirm, and a copy of the label will be saved to the company's network. Print and place in the designated section for the shipping department.
8	Reporting and Excel screen is displayed.  		At the end of each day, you must submit an inventory report. Click reporting, then inventory report. Click the symbol next to Apply All. This will create an excel spreadsheet which automatically saves the company's network. Enable Edit and Attach a Copy Instead, send an email to your direct inventory supervisor. Add the date before the title in the Subject Line. The format is Month, Day, Year. Be sure to

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			spell out the month instead of using numbers. Send your email.
9	Transparent image of a single warehouse worker. 	Congratulations ! The Odoo Inventory Software Refresher is complete.	You have now completed the Odoo Inventory Software refresher.