Templer Group

Microsoft Business Central Inventory Introduction Course

Duration
This course takes 18 HOURS.

Business Central Inventory Overview
For each physical product that you trade in, you must create an item card of type **Inventory**. Items that you offer to customers but do not keep in inventory you can register as catalogue items, which you can convert to inventory items when necessary. You can increase or decrease the quantity of an item in inventory by posting directly to the item ledger entries, for example, after a physical count or if you do not record purchases.

Inventory increases and decreases are naturally also recorded when you post purchase and sales documents respectively.

Introduction to Business Central Inventory
- What is Business Central Inventory
- Ways to access Business Central Inventory – online, desktop, mobile
- Benefits of using Business Central Inventory
- Navigate Business Central Inventory
- Register new items
- Work with Bills of Material
- Categorize Items
- Work with Item Attributes
- Work with Catalogue Items
- Count Inventory using documents
- Count, adjust, and reclassify Inventory Using Journals
- View Availability of Items
- Transfer Inventory between Locations
- Reserve Items
- Use Item Cross References
- Block Items