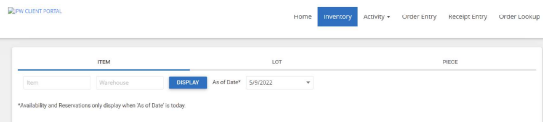
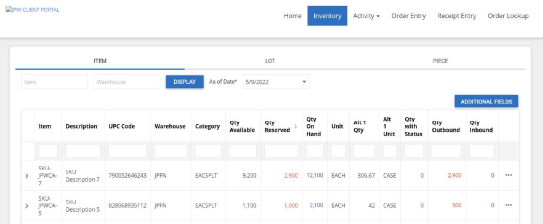
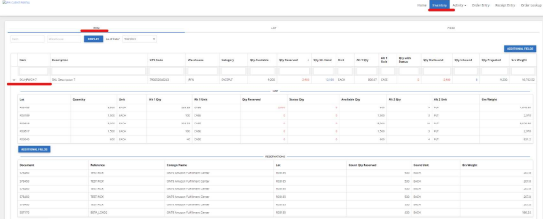
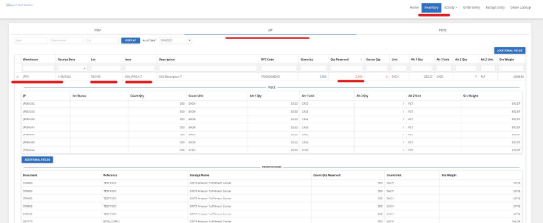
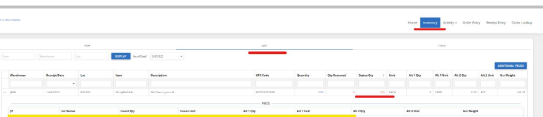
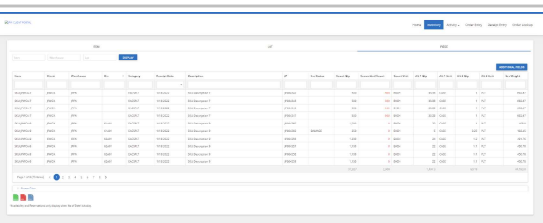
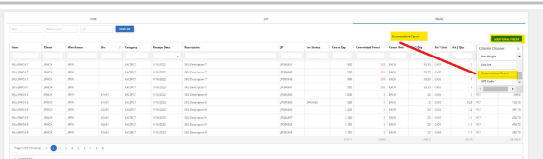



# Inventory

| Step# | Instruction  |  |
|-------|--|--|
| 1     | From the homepage select “ <b>INVENTORY</b> ” for Live view of available stock broken down as <b>ITEM, LOT &amp; PIECE</b>   |    |
| 2a    | <b>ITEM</b> -> Totals for each Item: Contains<br><u>Qty Available</u> - product available for shipment<br><u>Qty Reserved</u> - for a shipment (from either an inbound receipt or a shipment that's been committed)<br><u>Qty on Hand</u> - total qty for the product in the warehouse<br>(This includes available and reserved stock)                       |    |
| 2b    | Click the Dropdown arrow to view the breakdown of inbound receipts and shipments for this item   |    |
| 3     | <b>LOT</b> -> Totals by Inbound receipt. (This value can be autogenerated per Doc# or manually entered on weblink as Ref/Po #)<br>Click the Dropdown arrow to view the breakdown of License Plates in that lot (AKA Tag ID &/or JP's)<br>As well as Shipments that this stock is reserved for. You can also see inventory status like “Damaged” in this view |   |
| 4     | You can also see inventory status like “Damaged” in this view  |  |
| 5     | <b>PIECE</b> -> Lists inventory by Pallet<br>This view will show you the pallet's <i>inventory status</i> . This includes the <i>count qty</i> and <i>committed count</i>  |  |
| 6     | <b>Additional Fields</b> -> Certain additional fields can be added to all list pages by dragging the field into the desired place. You can remove unwanted fields using the same method as well.   |  |
| 7     | Export views from the bottom of any page.<br>As a PDF, CSV, or XLS. You can use the filters to further narrow your search  |  |