

DAC

User Guide

Warehousing

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Getting Started

The DAC Warehousing system is used to manage inventory receiving and replenishment, inventory transfer from one location to another within a warehouse, and transfer of inventory from one warehouse to another warehouse.

Refer to the Physical Inventory document for information about using the Physical Inventory applications of the DAC Warehousing system.

Maintaining inventory balances is controlled by the **Inventory control level** and the **Replenishment Active** fields of the SYS009 (Inventory Options) default system option. Refer to the DAC Default System Options document for information about the SYS009 (Inventory Options).

Working With Locations, Regions and Areas

Locations designate the slots or bins where items are stored in a warehouse, and location records can be used to track the on-hand quantities in the locations.

If necessary, multiple location records can be added for a single item, but only one *fixed pick* (also called primary pick) type of location can be added for each unit of measure of the item.

Other types that can be created for the item include *fixed reserve*, *floating reserve* or *floating pick* locations. These are used for backstock, and cannot be used for picking.

An individual location record can also be created for multiple items. These are *mixed regular* (used for backstock) and *mixed damage* type of locations, and cannot be used for picking.

Users have the option of designating that items which are unsellable are automatically returned to a mixed damage type of location named *DAMAGE* when a credit memo is posted. Refer to the following for additional information about using the *DAMAGE* location:

- Adding Location Records
- Removing Items From DAMAGE Location
- Adding A Damaged Inventory Batch.

Do not attempt to use the *DAMAGE* location until the required software is implemented. Contact CDR support personnel for additional information.

Regions, which contain multiple locations, are used to (1) designate where pick lists “break” when an order’s items are pulled by multiple pickers, and (2) designate what type of pick document (pick slip, case label, etc.) is printed for the items of a pick region.

Areas can be used to designate sections of a warehouse for cycle counts and physical inventory, and are often used to group items by category. Warehouse area records are required for using Picker Productivity, an optional DAC module.

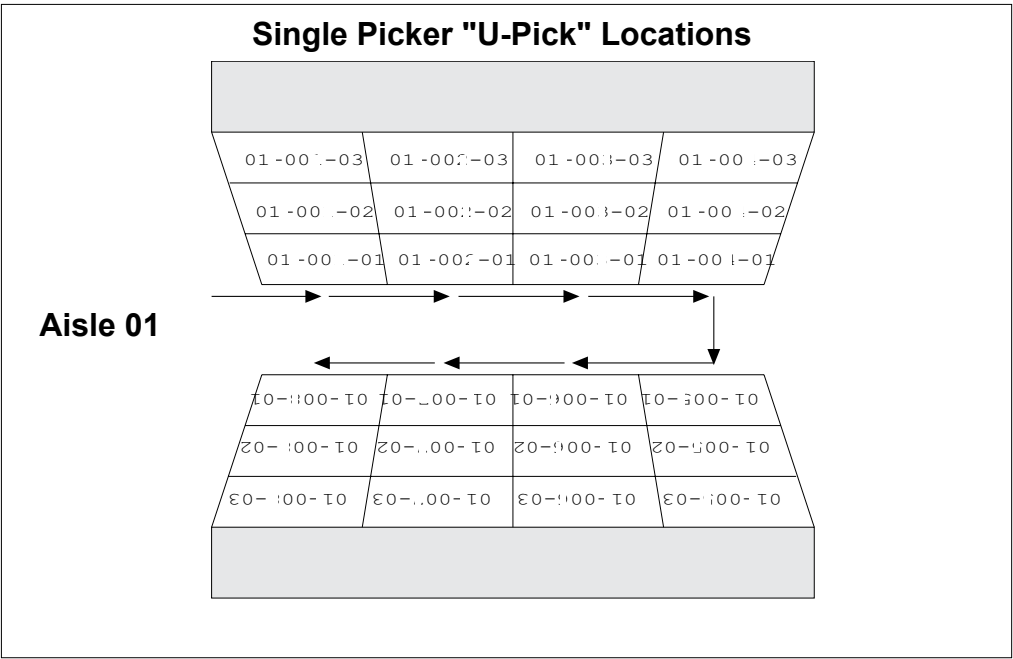
Refer to Working With Multiple Warehouses below for information about warehouse records.

The location codes used when creating location records can be designated according

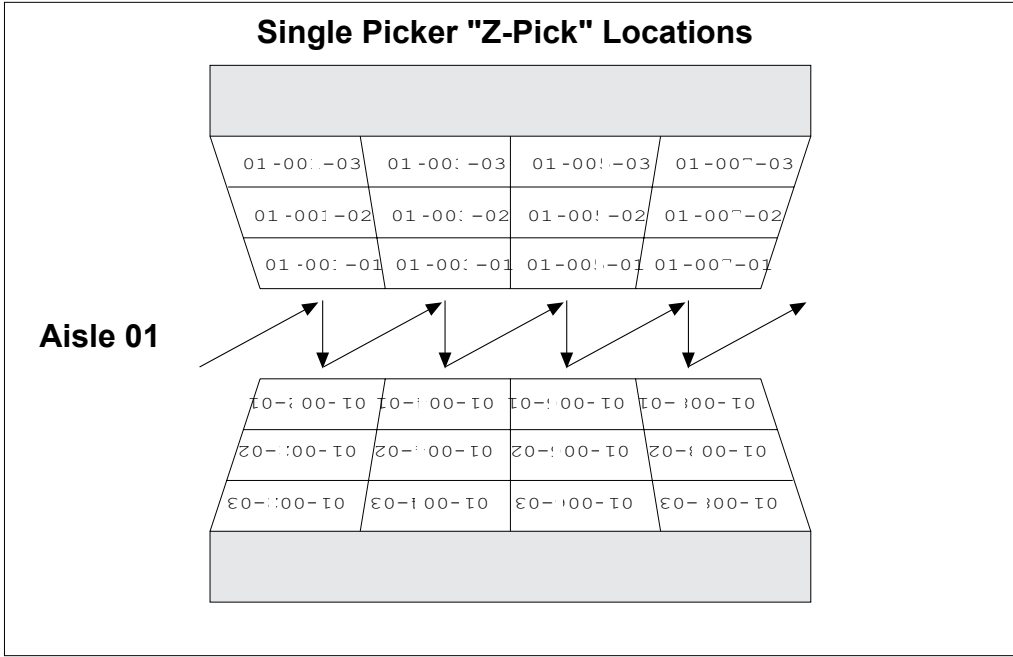
to a location's aisle, column and level numbers. For example, if an item is located on aisle 01 in column 030 on level 05, the location code would be 0103005.

The diagrams below illustrate how this coding might be used with different types of picking systems.

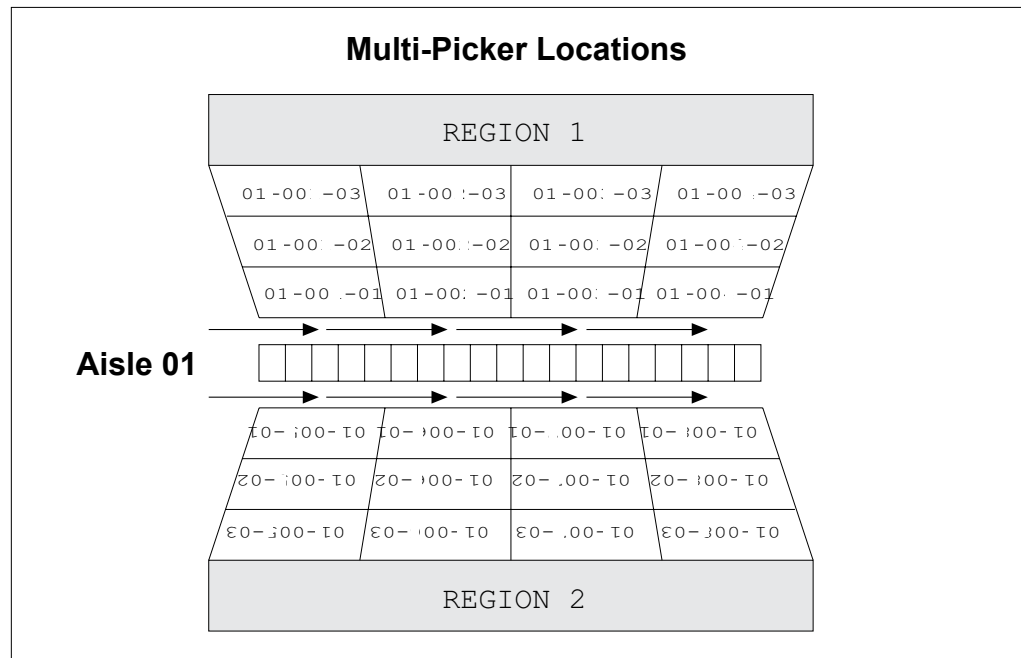
For Single Picker "U-Pick" aisles, locations are numbered by incrementing the column numbers from left to right, then across and left to right.



For Single Picker "Z-Pick" aisles, locations are numbered by incrementing the column numbers starting on the left side of the aisle and moving directly across on the right, then to the next set of bins on the left, etc.



For Multi-Picker aisles, locations are numbered by incrementing the column numbers on the left side first, then beginning with the next column number on the right side. Aisle locations with multiple order pickers should be divided and assigned to regions to generate multiple picking documents.



Working With Multiple Warehouses

The following tasks must be completed in order to successfully operate multiple warehouses using the DAC system.

- Add warehouse records in the Warehouse Master file. Refer to Working With Warehouses of the Item File Maintenance document for additional information.
- Add company name records in the Company Name Master file. Refer to Working With Company Names of the System File Maintenance document for additional information.
- Use the SYS001 default system option to designate the default warehouse. Refer to the DAC Default System Options document for information about the **Default Warehouse Number** field.
- Use the **Default Warehouse** field of the user options records to designate the default warehouse for customer order entry on a *per user* basis. Refer to Working With User Options of the Billing File Maintenance document for additional information.
- Use the **Branch Code** field of the customer records to designate the default warehouse for customer order entry on a *per customer* basis. Refer to Working With Customers of the Customer File Maintenance document for additional information. Refer also to the DAC Default System Options document for information about the **Use Branch Code For Whse.** fields.
- Add location records in the Location Master file for each warehouse. Refer to Adding Location Records for additional information.
- Add warehouse area records for each warehouse. Refer to Adding Warehouse Area Records for additional information.
- Add Item Balance Master file records for the items are stored in more than one warehouse. Refer to Adding Item Balance Master File Records of the Item File Maintenance document for additional information.
- Add pick region records for each warehouse. Refer to Adding Pick Region Records for additional information.

Working With Warehouse Areas

Warehouse areas can be used to designate sections of a warehouse for cycle counts and physical inventory, and are often used to group items by category.

Warehouse area records are required for using Picker Productivity, an optional DAC module. Refer to the Picker Productivity document for information about adding the additional area information which is required to use the Picker Productivity module.

```
User: JEANNINE          Menu: DACCv1          Date: 8/02/12
=====
====> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||
||||||| MAIN OPERATIONS MENU |||||
=====
|||||||
THE || 1. File Maintenance Menu
DAC || 2. Accounts Receivable
SYSTEM || 3. Billing System
||||||| 4. Inventory System
||||||| 5. Purchasing System
||||||| 6. Reports Menu
||||||| 7. Truck Scheduling
||||||| 8. Closing Procedures
||||||| 9. Integration
||||||| 10. Other Functions Menu
||||||| 11. Accounts Payable
||||||| 12. General Ledger
||||||| 90. Sign Off
=====
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==>
```

- 1. Select option 4 (Inventory System) from the Main Operations Menu screen. The Inventory Menu screen appears.

```
User: JEANNINE          Menu: IVCv1          Date: 9/15/07
=====
====> I N V E N T O R Y   M E N U <=====
|||||||
THE || 1. Inventory Control
DAC || 2. Physical Inventory
SYSTEM || 3. Warehouse Management
||||||| 4. Returns Management
|||||||
M E N U   C A L L S
19.          20. Purchasing          21.
22.          23. Dac Main Menu       90. Sign Off
=====
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==>
```

- 2. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

User: JEANNINE

Menu: WMCV1

Date: 9/15/07

=====> W A R E H O U S E M A N A G E M E N T <=====

```
|||||||
THE    ||      1. Work With Receiving Requests
DAC    ||      2. Work With Replenishment Requests
SYSTEM ||      3. Work With Locations
|||||||      4. Create Replenishment Requests (Batch)
|||||||      5.
|||||||      6. Location Management Tools
|||||||      7. Define Pick Regions
|||||||      8. Define Warehouse Areas
```

M E N U C A L L S

```
19. Inventory      20. Purchasing      21.
22.                23. Dac Main Menu   90. Sign Off
```

=====

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==>

Adding Warehouse Area Records

```
User: JEANNINE          Menu: WMCV1          Date: 9/15/07

=====> W A R E H O U S E   M A N A G E M E N T <=====
=====
|||||||
THE    ||      1. Work With Receiving Requests
DAC    ||      2. Work With Replenishment Requests
SYSTEM ||      3. Work With Locations
|||||||      4. Create Replenishment Requests (Batch)
|||      5.
|||      6. Location Management Tools
|||      7. Define Pick Regions
|||      8. Define Warehouse Areas

19. Inventory          M E N U   C A L L S          21.
22.                   20. Purchasing                20. Sign Off
23.                   23. Dac Main Menu              90. Sign Off
=====
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==>
```

1. Select option 8 (Define Warehouse Areas) from the Warehouse Management screen. The Edit Warehouse Area (Change) screen appears with a list of previously defined warehouse areas.

```
GSHLEFR  CHANGE  Creative Data Research          2/20/01 10:06:00
                        Edit Warehouse Area
Warehouse      Warehouse Area

Type options, press Enter.
2=Edit Additional Area Info  D=Delete request

? Warehouse Whs Area      Description
  1          A          Area A - Cigarettes

F3=Exit  F9=Go to 'Add' mode
```

2. Press <F9> (Go to 'Add' mode) to add a warehouse area record. The Edit Warehouse Area (Add) screen appears.

```
GSHLEFR  ADD  Creative Data Research          2/20/01 10:09:17
                        Edit Warehouse Area

Type options, press Enter.
2=Edit Additional Area Info  D=Delete request

? Warehouse Whs Area      Description

+

F3=Exit  F9=Go to 'Change' mode
```

3. Enter a previously defined warehouse code for the **Warehouse** (6,a) field.

4. Enter a warehouse area code for the **Whs Area** (6,a) field. The value entered for this field is entered for the **Warehouse Area** field of location records to designate within which area a location exists.
5. Enter a description for the **Description** (25,a) field.
6. Press <Enter> when data entry is complete.

```

GSHLEFR  ADD      Creative Data Research      2/20/01 10:13:50
                        Edit Warehouse Area

Type options, press Enter.
2=Edit Additional Area Info  D=Delete request

? Warehouse Whs Area      Description
  1          B          Area B - Tobacco

+

F3=Exit  F9=Go to 'Change' mode

CONFIRM: Y (Y/N)

```

7. Press <Enter> when prompted to confirm.

```

GSHLEFR  ADD      Creative Data Research      2/20/01 10:14:07
                        Edit Warehouse Area

Type options, press Enter.
2=Edit Additional Area Info  D=Delete request

? Warehouse Whs Area      Description

+

F3=Exit  F9=Go to 'Change' mode

```

8. Continue adding warehouse area records as previously described, or press <F3> to exit. The Warehouse Management screen appears.

Working With Pick Regions

Pick region records are created to designate where pages “break” when printing pick lists, and to designate which pick documents can be printed for the items of the locations which exist in a pick region. The pick region records can also be used to specify which printer is used to print pick documents, and how many tote labels must be printed for the items picked from the locations of a pick region.

The instructions which follow include adding a “blank” region record to designate which pick documents can be printed for the items for which no pick region is designated.

Refer to Working With Load Control of the Billing document for information about using pick regions to monitor the picking process.

The values entered for the **Pick Version** and **Version Option** fields of the SYS032 (Pick Options) default system option control the printing of pick list versions. Refer to the DAC Default System Options document for additional information.

Adding Pick Region Records

The instructions which follow include adding a “blank” region record to designate which pick documents can be printed for the items for which no pick region is designated.

```

User: JEANNINE          Menu: DACCv1          Date: 10/06/11
=====
> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||||
||||||| MAIN OPERATIONS MENU |||||||
=====
|||||||
THE      || 1. File Maintenance Menu
DAC      || 2. Accounts Receivable
SYSTEM   || 3. Billing System
||||||| 4. Inventory System
          || 5. Purchasing System
          || 6. Reports Menu
          || 7. Truck Scheduling
          || 8. Closing Procedures
          || 9. Integration
          || 10. Other Functions Menu
          || 11. Accounts Payable
          || 12. General Ledger
          || 90. Sign Off
          ||
=====
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==>

```

1. Select option 4 (Inventory System) from the Main Operations Menu screen. The Inventory Menu screen appears.

```

User: JEANNINE                      Menu: IVCV1                      Date: 10/06/11

===== > I N V E N T O R Y   M E N U < =====
=====
|||||||      1. Inventory Control
THE      ||      2. Physical Inventory
DAC      ||      3. Warehouse Management
SYSTEM   ||      4. Returns Management
|||||||

                                M E N U   C A L L S
19.                                20. Purchasing                21.
22.                                23. Dac Main Menu             90. Sign Off
=====
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==>

```

2. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

6. Enter a pick region code for the **Pick Region** (2,a) field with one exception. The **Pick Region** field is left blank when adding a “blank” region record.
7. Enter a description for the **Pick Region Description** (25,a) field. When adding a “blank” region record, enter a description such as *Blank Region* for the **Pick Region Description** field.
8. Enter *Y* (yes) for the following fields, as necessary, to designate which pick documents can be printed for the items of the locations which exist in the pick region:
 - **Pick Slip** (also called pick lists)
 - **Case Labels** (also called pick labels)
 - **Retail Stickers** (also called pick stickers)
 - **Label Summary** - can be printed if case labels are printed.
 - **Tote Labels**.

Pick lists, case labels and pick stickers can only be printed for items of a pick region in which *Y* (yes) is entered for the **Pick Slip**, **Case Labels** and **Retail Stickers** fields of pick region records, respectively. In order to print the case label version with 6-across pick stickers, a value of *Y* is required for the **Case Labels** field, and for the **Retail Stickers** field. Refer to Printing Pick Lists of the Billing document for additional information and examples of the pick documents.
9. Repeat the previous steps to continue adding pick regions, or press <Enter> when data entry is complete.

```

BSXSEFR  ADD      CDR Customer Conference      10/06/11 13:33:11
                Define Pick Regions

Type options, press Enter.
D=Delete request  2=Edit Record

? W.H.  Pick      Pick Region      Pick Case Retail  Label  Tote
  Code  Region    Description      Slip Labels Stickers Summary Labels
    1    D1      GENERAL MDSE          Y

+

F3=Exit  F9=Go to 'Change' mode  F10=Add Blank Region Record
CONFIRM: Y (Y/N)

```

10. Press <Enter> when prompted to confirm.
11. Press <F9> (Go to 'Change' mode) to redisplay the Define Pick Regions screen with all the previously defined pick regions, or press <F3> to exit. The Warehouse Management screen appears.

Editing Pick Region Records

After adding pick region records, other information can be added for each region to specify a default pick document, and designate which printer is used to print pick documents. Users can also enter the tote and item cube sizes required for printing tote labels.

```
User: JEANNINE          Menu: WMCV1          Date: 10/06/11

===== > WAREHOUSE MANAGEMENT <=====
=====
|||||||
THE    ||      1. Work With Receiving Requests
DAC    ||      2. Work With Replenishment Requests
SYSTEM ||      3. Work With Locations
|||||||      4. Create Replenishment Requests (Batch)
|||||||      5. Display Warehouse Inventory Moves
|||||||      6. Location Management Tools
|||||||      7. Define Pick Regions
|||||||      8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                    20. Purchasing                    21.
22.                             23. Dac Main Menu                  90. Sign Off
=====
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==>
```

1. Select option 7 (Define Pick Regions) from the Warehouse Management screen. The Define Pick Regions screen appears with a list of previously defined pick regions.

```
BSXSEFR  CHANGE  CDR Customer Conference  10/06/11 12:24:15
                        Define Pick Regions
Warehouse      Pick Region

Type options, press Enter.
D=Delete request  2=Edit Record

? W.H.  Pick      Pick Region      Pick Case Retail  Label  Tote
  Code  Region    Description    Slip Labels Stickers Summary Labels
1      1      Blank Region      N
1      A1      CIGARETTES      N
1      A2      TOBACCO      N
1      A3      LIGHTERS      N
1      B1      GROCERY/CANDY      Y
1      B2      FREEZER      N
1      B3      REFRIGERATOR      N
1      CC      Cash and Carry      N
1      C1      DRUGS/HBA/PAPER PROD      N
1      D1      GENERAL MDSE      N

F3=Exit  F9=Go to 'Add' mode  F10=Add Blank Region Record
```

2. Enter 2 (Edit Record) in the selection column of the desired pick region, and press <Enter>. The Edit Pick Region screen appears.

GSCPE1R	CHANGE	CDR Customer Conference	10/06/11 12:28:05
Edit Pick Region			
Warehouse Code	1		
Pick Region Code	CC	Tax/Pick Right Y/N/P	
Type changes, press Enter.			
Default Pick Document ID .	(Blank,A,B,C)	Pick Printer:	
Print Consolidated Pick . .	(Y = Yes)		
Tote Cube Size (Inches) .		Pallet Cube Limit (Feet)	
Default Item Cube (Inches)		Pallet Stop Limit . . .	
Order Constant (Minutes) .			
Aisle Factor (Minutes) . .			
Tote Factor (Minutes) . .			
Line Item Factor (Minutes)			
Piece Factor (Minutes) . .			
F3=Exit F11=Delete F12=Key screen			

3. Optional: Enter one of the following values for the **Default Pick Document ID** field to designate which type of pick document can be printed by default for the items of the region's locations:

- *A* - pick list (pick slip).
- *B* - case label (pick label).
- *C* - pick sticker (retail sticker).

The pick document designated by this value is printed only when none of the following is true:

- An item location's **Pick Document I.D.** field equals *A* (pick list), *B* (case label), or *C* (pick sticker).
- An item retail contract's **Retail Stickers** field (formerly named **Retail Label Code**) equals *Y*.
- An item location's **Pick Document I.D.** field equals *X* (conditional based on customer); and *A*, *B*, or *C* is entered for the **Alternate Pick Document I.D.** field of the customer's pick options record.
- An item location's **Pick Document I.D.** field equals *X*; and *PICKSLIP*, *CASELABEL*, or *STICKERS* is entered for the SYS032 default system option's **Conditional Doc Default** field.

Pick lists, case labels and pick stickers can only be printed for items of a pick region in which *Y* (yes) is entered for the **Pick Slip**, **Case Labels** and **Retail Stickers** fields of pick region records, respectively. Refer to Adding Pick Region Records above for additional information.

4. If totes are used for picking items in the region, enter data for the following fields:
- **Tote Cube Size** (7.1,n) - the size in cubic inches of the totes used for picking.
 - **Default Item Cube** (7.1,n) - the default size in cubic inches of the items assigned to the locations of the region. The value entered for this field is used only if no cubic size can be calculated for the item using the item's dimensions. Refer to Entering Dimensions In Item Records of the Item File Maintenance document for additional information.
5. If cases are used for picking items in the region, enter data for the following fields:

- **Pallet Cube Limit** (7,n) - the maximum volume in cubic feet which a pallet can hold.
- **Pallet Stop Limit** (7,n) - the maximum number of delivery stops for which a pallet can be loaded.

The values entered for the above fields are used to determine the number of cases required for picking, and for printing case labels by pallet lots.

6. Enter data for the following fields to calculate the time for picking items located in the region:
 - **Order Constant** (5.3,n) - the time in minutes required to prepare for picking, such as obtaining pick lists and totes.
 - **Aisle Factor** (5.3,n) - the time in minutes associated with travel down an aisle. This value is multiplied by the number of aisles that picker is required to travel.
 - **Tote Factor** (5.3,n) - the time in minutes associated with handling a tote. This value is multiplied by the number of totes required.
 - **Line Item Factor** (5.3,n) - the time in minutes associated with a single line item of an order. This value is multiplied by the number of line items picked.
 - **Piece Factor** (5.3,n) - the time in minutes associated with a single piece of an order line item. This value is multiplied by the number of pieces per line item.

Values may not be required for all of the above fields in order to calculate the picking time for a particular pick region. For example, no value is entered for the **Tote Factor** field when totes are not used to pick items of an region.

7. Press <Enter> when data entry is complete.
8. Press <Enter> when prompted to confirm. The Define Pick Regions screen appears.

Working With Locations

The Work With Locations application is used to maintain warehouse location records in the DAC Location Master file.

To maintain inventory balances of items *in the location records*, *YES must be entered for the **Replenishment Active** field of the SYS009 (Inventory Options) default system option. Refer to the DAC Default System Options document for additional information. Refer to Working With Replenishment for information about adding picking and backstock locations.

```
User: JEANNINE          Menu: DACCv1          Date: 10/15/13
=====
> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||
||||||| MAIN OPERATIONS MENU |||||
=====
|||||||
THE  || 1. File Maintenance Menu
DAC  || 2. Accounts Receivable
SYSTEM || 3. Billing System
||||||| 4. Inventory System
||||||| 5. Purchasing System
||||||| 6. Reports Menu
||||||| 7. Truck Scheduling
||||||| 8. Closing Procedures
||||||| 9. Integration
||||||| 10. Other Functions Menu
||||||| 11. Accounts Payable
||||||| 12. General Ledger
||||||| 90. Sign Off
=====
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====>
```

1. Select option 4 (Inventory System) from the Main Operations Menu screen. The Inventory Menu screen appears.

```
User: JEANNINE          Menu: IVCv1          Date: 10/15/13
=====
> I N V E N T O R Y   M E N U <=====
|||||||
THE  || 1. Inventory Control
DAC  || 2. Physical Inventory
SYSTEM || 3. Warehouse Management
||||||| 4. Returns Management
|||||||
=====
M E N U   C A L L S
19.          20. Purchasing          21.
22.          23. Dac Main Menu       90. Sign Off
=====
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====>
```

2. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

User: JEANNINE

Menu: WMCV1

Date: 10/15/13

=====> W A R E H O U S E M A N A G E M E N T <=====

|||||
THE ||
DAC ||
SYSTEM ||
|||||

1. Work With Receiving Requests
2. Work With Replenishment Requests
3. Work With Locations
4. Create Replenishment Requests (Batch)
5. Display Warehouse Inventory Moves
6. Location Management Tools
7. Define Pick Regions
8. Define Warehouse Areas

M E N U C A L L S

- | | | |
|---------------|-------------------|--------------|
| 19. Inventory | 20. Purchasing | 21. |
| 22. | 23. Dac Main Menu | 90. Sign Off |

=====

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==>

Adding Location Records

A location record worksheet is included, following the instructions below, to facilitate data entry when adding location records.

The instructions below include information about adding a location record for handling unsellable items. Refer to Working With Locations, Regions and Areas for additional information about using the *DAMAGE* location.

The location code of a warehouse location record will automatically appear in the corresponding item record after the location record is added. Refer to Working With Items of the Item File Maintenance document for additional information about the **Location** field of item records. Refer to Working With Item Reports of the Item File Maintenance document for information about printing a list of items that are not assigned to a warehouse location.

```
User: JEANNINE          Menu: WMCV1          Date: 5/30/07

=====> WAREHOUSE MANAGEMENT <=====
|||||||
THE   ||          1. Work With Receiving Requests
DAC   ||          2. Work With Replenishment Requests
SYSTEM ||        3. Work With Locations
|||||||          4. Create Replenishment Requests (Batch)
|||          5.
|||          6. Location Management Tools
|||          7. Define Pick Regions
|||          8. Define Warehouse Areas

M E N U   C A L L S
19. Inventory      20. Purchasing          21.
22.                23. Dac Main Menu       90. Sign Off

=====
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==>
```

1. Select option 3 (Work With Locations) from the Warehouse Management screen. The Display Location Master screen appears.

```
DSECDFR   DISPLAY Creative Data Research          5/30/07 13:48:53
Display Location Master
Warehouse  Loc.  Item  W.H.  Pick  Area  Tax  Doc  Item
Location  Type  Code  Region  Juris.  I.D.  Number
A000      1      1

Type options, press Enter.
M=Move  R=Replenish  T=Transfer  2=Edit  5=Display Detail

?  Whse.  W.H.  Item  Cur.  Type  Pick  Tax  Doc.  Quantity
   Loc.   Number Unit  Reg.  Juris.  I.D.  On Hand
A0002    1    101870 CTN  1  A    A    555
A0003    1    102070 CTN  1  A    X    420
A0004    1    101930 CTN  1  A    A    311
A0005    1    100400 CTN  1  A    A    187
A0006    1    100401 CTN  1  A    X    186
A0007    1    103600 CTN  1  A    A    306
A0008    1    103670 CTN  1  A    A    272
A0009    1    103270 CTN  1  A    A    189
A0010    1    102320 CTN  1  A    A    250
A0011    1    101520 CTN  1  A    A    168      +

F3=Exit  F10=Add New Record  F20=Invalid Items
```

2. Press <F10> (Add New Record). The Edit Location KEY SCREEN screen appears.

DSEDE1R	CHANGE	Creative Data Research	5/30/07 13:56:51
Edit Location KEY SCREEN			
Warehouse Code . . . 1			
Warehouse Location .			
F3=Exit F9=Go to 'Add' mode			

3. Enter a previously defined warehouse code for the **Warehouse Code** (6,a) field.
4. Enter the location code for the **Warehouse Location** (9,a) field. Refer to Working With Locations, Regions and Areas for one example of location coding.

Note: *DAMAGE* must be entered to add the location record for handling unsellable items.

5. Press <Enter>. The Edit Location screen appears.

DSEDE1R	ADD	Creative Data Research	5/30/07 14:13:50
Edit Location			
Warehouse Code . . . : 1		MAIN WAREHOUSE	
Warehouse Location . : A0001			
Item Number...:			
Location Type :		Current Unit 2	Juris. Test
Pick Region .	Sequence	Pick Document I.D.	Inventory Status .
Height (In.)	Width (In.)	Depth (In.)	Cubic Ft .00
Aisle.....:	Column.....:	Level.....:	Weight Lmt.
Warehouse Area	Code Date	Control Number	
Max Capacity	Replenish Level/ Unit	3 Qty On Hand	
F3=Exit			

6. A description (25,a) must be entered to the right of the **Warehouse Location** field.
7. If a single item is assigned to the location, enter the item number of the product for the **Item Number** (6,n) field. If necessary, press <F4> to select an item number from the Select Item By Description screen. Leave the **Item Number** field blank when adding a location record for “mixed” type locations (see **Location Type** below).

Note: The **Item Number** field of a previously added location record cannot be edited if inventory exists for the item as designated by the **Qty On Hand** field of the location record.

8. Enter a code for the **Location Type** (1,a) field to designate one of the following location types:

- Fixed pick location (1) - used as the primary pick location for a specific item. Only one fixed pick location should be created for an item.
- Fixed reserve location (3) - used as the backstock location for the replenishment of an item assigned to a fixed pick location. Multiple fixed reserve locations can be created for an item, but none can be used for picking.
- Floating reserve location (4) - used as the backstock (non-picking) location for replenishment of an item assigned to a fixed pick location. The assigned item of a floating reserve location can be changed when its quantity on hand equals zero and another floating reserve location with a positive quantity on hand exists for the item.
- Mixed regular location (5) - used as the backstock (non-picking) location of a variety of items which are each assigned to a fixed pick location.
- Mixed damage location (6) - used as the damage location of a variety of items. The unsellable items assigned to the location cannot be picked. Refer to Adding A Damaged Inventory Batch for additional information.
- Floating pick location (2) - used for storing a specific item for which a reserve location does not exist. With one exception, the assigned item of a floating pick location cannot be picked, but can be changed when its quantity on hand equals zero and another floating pick location with a positive quantity on hand exists for the item. The assigned item of a floating location can be picked if used for pre-stamp picking.

DSEDEIR	ADD	Creative Data Research	5/30/07 14:18:19
Edit Location			
Warehouse Code	1	MAIN WAREHOUSE	
Warehouse Location . .	A0001	A0001 - CIG ROOM	
Item Number	32050	MARLBORO 100 LIGHT BOX	
Location Type : 1	Fixed Pick	Current Unit 2	CTN
Pick Region	Sequence	Pick Document I.D.	Juris. Test
			Inventory Status .
Height (In.)	Width (In.)	Depth (In.)	Cubic Ft .00
Aisle	Column	Level	Weight Lmt.
Warehouse Area	Code Date	Control Number	
Max Capacity	Replenish Level/	Unit	3 Qty On Hand
F3=Exit			

Users have the option of globally changing the value of the **Location Type** fields of multiple location records. Refer Using Location Management Tools for additional information.

9. Enter a unit of measure for the **Current Unit** (1,n) field. Valid values are 1, 2, 3

and 4 which designate the four possible levels. If necessary, press <F4> to select the unit of measure from the Select U/M For Item window.

Usually the item's standard selling unit of measure is entered for the **Current Unit** field. If replenishment is used, and the location will be used for storing the item's backstock, its receiving unit of measure must be entered for the **Current Unit** field. Refer to Working With Replenishment for additional information.

Note: The **Current Unit** field of a previously added location record cannot be edited if inventory exists for the item as designated by the **Qty On Hand** field of the location record.

10. Enter data for the following fields, as necessary:

- Optional: **Juris. Test** (6,a) - a tax jurisdiction code designates that the location contains pre-stamped inventory which can be picked first if the pre-stamp picking method is used. The pre-stamped inventory is limited to picking for customers of the designated jurisdiction.

If necessary, press <F4> to select a tax jurisdiction code from the Select Tax Jurisdiction screen. A group of jurisdictions can be designated by entering part of the desired tax jurisdiction codes followed by an asterisk (*). For example, if *LA** is entered for the **Juris. Test** field, picking is limited to the customers of all the jurisdictions with codes that begin with *LA*.

Note: The **Juris. Test** field of a previously added location record cannot be edited if inventory exists for the item as designated by the **Qty On Hand** field of the location record.

Refer to the DAC Default System Options document for information about the **Pre-Stamp Picking Method** field of the SYS009 default system option. Refer to the Tax System document for information about the **Tax Jurisdiction** field of customer records.

- Optional: **Pick Region** (2,a) - the pick region within which the location exists. If necessary, press <F4> to select the pick region from the Select Pick Region File screen.

If no value is entered for the **Pick Region** field of the location record, the *blank region record* is used to designate which pick documents can be printed for the items of location. Refer to Adding Pick Region Records for additional information.

Users have the option of globally entering a value for the **Pick Region** fields of multiple location records. Refer Using Location Management Tools for additional information.

- Optional: **Sequence** (1,n) - a number designating the location's place, such

as first, second and third, which can be used in the picking process for items assigned to multiple fixed pick locations. Valid values are 1 through 9.

11. Enter one of the following values for the **Pick Document I.D.** (1,a) field to designate which type of pick document is printed for the location's item:
 - *A* - pick list
 - *B* - case label
 - *C* - pick stickers
 - *X* - an alternate pick document as specified for a particular customer by the value of the **Alternate Pick Document I.D.** field of the customer's pick options record. Refer to Working With Customer Pick Options of the Billing File Maintenance document for additional information.

Refer to Printing Pick Lists of the Billing document for examples of the pick documents.

Users have the option of globally entering a value for the **Pick Document I.D.** fields of multiple location records. Refer Using Location Management Tools for additional information. Also refer to Adding Pick Region Records for additional information about printing pick documents.

Refer to the DAC Default System Options document for information about the SYS032 (Pick Options) default system option which designates pick document printing attributes for all customers.

12. Enter *Y* (yes) for the **Inventory Status** (1,a) field to track the inventory balance of the item at the location. If the pre-stamp picking method is used (see **Juris. Test** above), *Y* must be entered for the **Inventory Status** field.

Note: The **Inventory Status** field of a previously added location record cannot be edited if inventory exists for the item as designated by the **Qty On Hand** field of the location record.

13. Enter data for the following fields, as necessary:
 - Optional: **Height (In.)** (5,n) - the height in inches of the location.
 - Optional: **Width (In.)** (5,n) - the width in inches of the location.
 - Optional: **Depth (In.)** (5,n) - the depth in inches of the location.The location's volume is appears for the **Cubic Ft** (5,n) display field in cubic feet if data was entered for all three of the above fields.

14. Enter data for the following fields, as necessary:
 - Optional: **Aisle** (5,n) - the aisle number of the location.
Users have the option of globally entering a value for the **Aisle** fields of multiple location records. Refer Using Location Management Tools for additional information.
 - Optional: **Column** (5,n) - the column number of the location.
 - Optional: **Level** (5,n) - the level number of the location.
 - Optional: **Weight Lmt.** (5,n) - the maximum total weight in pounds which can be stored at the location.
 - **Warehouse Area** (6,a) - the warehouse area within which the location

exists. If necessary, press <F4> to select the warehouse area from the Select Warehouse Area screen. Users have the option of globally entering a value for the **Warehouse Area** fields of multiple location records. Refer Using Location Management Tools for additional information.

- Optional: **Code Date** (6,n) - the expiration date for selling an item, such as vitamins, which is stored at the location.
- Optional: **Control Number** (15,a) - control or lot number of a controlled substance item which is stored at the location.

15. Data must be entered for the following fields if replenishment will be used to maintain the inventory of this item, and this will be the item's picking location:

- Optional: **Max Capacity** (5,n) - the maximum quantity of the item at its receiving unit of measure that can be stored at the location.
- Optional: **Replenish Level** (7,n) - the minimum quantity of the item, also at its receiving unit of measure, which must be reached before replenishment of the item stored at this location can occur.
- Optional: **Unit** (1,n) - the item's receiving unit of measure.

16. Press <Enter> when data entry is complete.

DSEDE1R	ADD	Creative Data Research		5/30/07 15:46:43	
Edit Location					
Warehouse Code :	1	MAIN WAREHOUSE			
Warehouse Location . . :	A0001	A0001 - CIG ROOM			
Item Number....:	32050	MARLBORO 100 LIGHT BOX			
Location Type :	1 Fixed Pick	Current Unit 2 CTN		Juris. Test	
Pick Region .	AA	Sequence	Pick Document I.D. A	Inventory Status .	
Height (In.)	Width (In.)	Depth (In.)	Cubic Ft	.00	
Aisle.....:	Column.....:	Level.....:	Weight Lmt.		
Warehouse Area A	Code Date	Control Number			
Max Capacity	60	Replenish Level/ Unit	16 3	Qty On Hand	
F3=Exit					
CONFIRM: Y (Y/N)					

17. Press <Enter> when prompted to confirm. The Edit Location KEY SCREEN screen appears with the *Record added* message.

18. Continue adding warehouse location records as previously described, or press <F3> to exit.

Refer to Working With Inventory Control for information about adding the quantities on hand for the items of a location.

Location Data Worksheet

Data entry is strongly recommended, or required by the system, for the fields displayed in **bold** type.

Edit Location

Warehouse Code (6,a) _____

Warehouse Location (9,a) _____

Description (25,a) _____ **Stamp-Type** (1,a) _____
Item Number (6,n) _____

Location Type (1,a) _____ **Current Unit** (1,n) _____ **Juris. Test** (6,a) _____

Pick Region (2,a) _____ **Sequence** (1,n) _____ **Pick Document I.D.** (1,a) _____ **Inventory Status (Y/N)** _____

Height (5,n) _____ inches **Width** (5,n) _____ inches **Depth** (5,n) _____ inches

Aisle (5,n) _____ **Column** (5,n) _____ **Level** (5,n) _____ **Weight Lmt.** (5,n) _____

Warehouse Area (6,a) _____ **Code Date** (6,n) _____ **Control Number** (15,a) _____

Max Capacity (5,n) _____ **Replenish Level** (7,n) / **Unit** (1,n) _____ / _____

Check Digit (3,n) _____ **Manual Check Digit? (Y/N)** _____

Location Data Worksheet

Data entry is strongly recommended, or required by the system, for the fields displayed in **bold** type.

Edit Location

Warehouse Code (6,a) _____

Warehouse Location (9,a) _____

Description (25,a) _____ **Stamp-Type** (1,a) _____
Item Number (6,n) _____

Location Type (1,a) _____ **Current Unit** (1,n) _____ **Juris. Test** (6,a) _____

Pick Region (2,a) _____ **Sequence** (1,n) _____ **Pick Document I.D.** (1,a) _____ **Inventory Status (Y/N)** _____

Height (5,n) _____ inches **Width** (5,n) _____ inches **Depth** (5,n) _____ inches

Aisle (5,n) _____ **Column** (5,n) _____ **Level** (5,n) _____ **Weight Lmt.** (5,n) _____

Warehouse Area (6,a) _____ **Code Date** (6,n) _____ **Control Number** (15,a) _____

Max Capacity (5,n) _____ **Replenish Level** (7,n) / **Unit** (1,n) _____ / _____

Check Digit (3,n) _____ **Manual Check Digit? (Y/N)** _____

Editing Location Records

The Edit Location screen is used to change most of the values entered for the fields of a previously added location record. Some values cannot be edited if inventory currently exists for the item assigned to the location. Refer to Adding Location Records for additional information about all the fields of location records.

Refer to Using Location Management Tools for information about globally editing multiple location records.

```
User: JEANNINE          Menu: WMCV1          Date: 10/15/13

===== > WAREHOUSE MANAGEMENT < =====
=====
|||||||
THE  ||          1. Work With Receiving Requests
DAC  ||          2. Work With Replenishment Requests
SYSTEM ||        3. Work With Locations
|||||||          4. Create Replenishment Requests (Batch)
                          5. Display Warehouse Inventory Moves
                          6. Location Management Tools
                          7. Define Pick Regions
                          8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                  20. Purchasing                  21.
22.                            23. Dac Main Menu                90. Sign Off

=====
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==>
```

1. Select option 3 (Work With Locations) from the Warehouse Management screen. The Display Location Master screen appears.

```
DSECDFR   DISPLAY CDR Customer Conference          10/15/13 11:07:17
                                Display Location Master
Warehouse  Loc.  Item  W.H.  Pick  Area  Tax  Doc  Item
Location   Type                Code  Region  Juris.  I.D.  Number
-----
                                1
Type options, press Enter.
2=Edit  5=Display Detail  M=Move Item

? Whse.  W.H.  Item  Cur.  Type  Pick  Area  Tax  Doc.  Quantity
  Loc.    Number Unit  Reg.  Juris.  I.D.  On Hand
-
- DAMAGE  1                6      DMG
- P4000    1                1 B1  4      A
- P4010    1                1 B1  4      A
- P4020    1                1 B1  4      A
- P4030    1                1 B1  4      A
- P4040    1                1 B1  4      A
- P4050    1                1 B1  4      A
- P4060    1                1 B1  4      A
- P4070    1                1 B1  4      A
- P4080    1                1 B1  4      A      +

F3=Exit F4=Search F10=Add New Record F20=Invalid Items
```

2. Locate the desired location record, enter 2 (Edit) in the selection column next to its location code, and press <Enter>. The Edit Location screen appears.

DSEDE1R CHANGE CDR Customer Conference				10/15/13 11:09:48	
Edit Location					
Warehouse Code	1	MAIN WAREHOUSE			
Warehouse Location . .	P4000	Pick Location		Stamp-Type	_
Item Number...					
Location Type	: 1 Fixed Pick	Current Unit		Juris. Test	
Pick Region .	B1	Sequence		Pick Document I.D. A	Inventory Status .
Height (In.)		Width (In.)		Depth (In.)	
Aisle.....		Column.....		Level.....	
				Cubic Ft	.00
				Weight Lmt.	
Warehouse Area	4	Code Date		Control Number	
Max Capacity		Replenish Level/ Unit		Qty On Hand	
Check Digit .		Manual Check Digit?	(Y/N)		
Transfer In Date . . .		Transfer Out Date . . .			
Transfer In Quantity :		Transfer Out Quantity :			
Transfer In Time . . .	0:00:00	Transfer Out Time . . .	0:00:00		
Transfer From Location		Transfer To Location :			
Physical Inventory Date		Last Inventory Item . :			
Last Physical Quantity					
F3=Exit					

Some fields cannot be edited if inventory exists for the item as designated by the **Qty On Hand** display field of the location record. Refer to Adding Location Records for additional information about all the fields of location records.

3. Press <Enter> when editing is complete.

DSEDE1R CHANGE CDR Customer Conference				10/15/13 11:09:48	
Edit Location					
Warehouse Code	1	MAIN WAREHOUSE			
Warehouse Location . .	P4000	Pick Location		Stamp-Type	_
Item Number...	500033	LAFFY TAFFY APPLE JAR			
Location Type	: 1 Fixed Pick	Current Unit		Juris. Test	
Pick Region .	B1	Sequence		Pick Document I.D. A	Inventory Status .
Height (In.)		Width (In.)		Depth (In.)	
Aisle.....		Column.....		Level.....	
				Cubic Ft	.00
				Weight Lmt.	
Warehouse Area	4	Code Date		Control Number	
Max Capacity		Replenish Level/ Unit		3 Qty On Hand	
Check Digit .		Manual Check Digit?	(Y/N)		
Transfer In Date . . .		Transfer Out Date . . .			
Transfer In Quantity :		Transfer Out Quantity :			
Transfer In Time . . .	0:00:00	Transfer Out Time . . .	0:00:00		
Transfer From Location		Transfer To Location :			
Physical Inventory Date		Last Inventory Item . :			
Last Physical Quantity					
F3=Exit					

4. Press <Enter> when prompted to confirm. The Edit Location KEY SCREEN screen appears with the *Record changed* message.

DSEDE1R CHANGE CDR Customer Conference				10/15/13 11:25:09	
Edit Location KEY SCREEN					
Warehouse Code . . .	1				
Warehouse Location .	P4000				
F3=Exit F9=Go to 'Add' mode					
Record changed.					

- Use the fields of the Edit Location KEY SCREEN screen to continue editing location records, or press <F3> to exit. The Display Location Master screen appears.

DSECDFR DISPLAY CDR Customer Conference 10/15/13 14:45:38									
Display Location Master									
Warehouse	Loc.	Item	W.H.	Pick	Area	Tax	Doc	Item	
Location	Type		Code	Region		Juris.	I.D.	Number	
	-		1	-			-		
Type options, press Enter.									
2=Edit 5=Display Detail M=Move Item									
? Whse.	W.H.	Item	Cur.	Type	Pick	Area	Tax	Doc.	Quantity
Loc.		Number	Unit		Reg.		Juris.	I.D.	On Hand
- DAMAGE	1			6		DMG			
- P4000	1	500033	JAR	1	B1	4		A	
- P4010	1	500034	JAR	1	B1	4		A	
- P4020	1	500035	JAR	1	B1	4		A	
- P4030	1	500037	JAR	1	B1	4		A	
- P4040	1	500038	JAR	1	B1	4		A	
- P4050	1	500039	JAR	1	B1	4		A	
- P4060	1	500040	JAR	1	B1	4		A	
- P4070	1		JAR	1	B1	4		A	
- P4080	1		JAR	1	B1	4		A	+
F3=Exit F4=Search F10=Add New Record F20=Invalid Items									

- Press <F3> to exit. The Warehouse Management screen appears.

Removing Items From DAMAGE Location

The instructions below describe using the Prompt For Damages Report screen to automatically remove items from the *DAMAGE* location after they are picked up by a vendor's rep. Refer to Adding A Damaged Inventory Batch for information about using the Damaged Inventory Batch Entry applications to manually adjust the on-hand quantities of the items of the *DAMAGE* location.

Refer to Working With Locations, Regions and Areas for additional information about the *DAMAGE* location.

```
User: JEANNINE          Menu: DACCv1          Date: 8/02/12
=====> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||
||||||| MAIN OPERATIONS MENU |||||
=====
||||||| 1. File Maintenance Menu
THE    || 2. Accounts Receivable
DAC    || 3. Billing System
SYSTEM || 4. Inventory System
||||||| 5. Purchasing System
        6. Reports Menu
        7. Truck Scheduling
        8. Closing Procedures
        9. Integration
        10. Other Functions Menu
        11. Accounts Payable
        12. General Ledger
        90. Sign Off
=====
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==>
```

1. Select option 4 (Inventory System) from the Main Operations Menu screen. The Inventory Menu screen appears.

```
User: JEANNINE          Menu: IVCv1          Date: 6/26/08
=====> I N V E N T O R Y   M E N U <=====
||||||| 1. Inventory Control
THE    || 2. Physical Inventory
DAC    || 3. Warehouse Management
SYSTEM || 4. Returns Management
|||||||
        M E N U   C A L L S
19.          20. Purchasing          21.
22.          23. Dac Main Menu       90. Sign Off
=====
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==>
```

2. Select option 1 (Inventory Control) from the Inventory Menu screen. The Inventory Control screen appears.


```

User: JEANNINE          Menu: ICCV1          Date: 6/26/08

===== > I N V E N T O R Y   C O N T R O L < =====
|||||||
THE    ||              1. Inventory Batch Entry
DAC    ||              2. Edit Inventory Adj. Reasons
SYSTEM ||              3. Display Item Inventory Transactions
|||||||              4. Damaged Inventory Batch Entry
|||              5. Work with Item Each/Case Links
|||              6. Work with Inter-Company Transfers

                                M E N U   C A L L S
19 Inventory          20              21 Inventory Reports
22 Purchasing        23 Dac Main Menu  90 Sign Off
=====
==>

```

3. Select option 21 (Inventory Reports) from the Inventory Control screen. The Inventory Reports screen appears.

```

User: JEANNINE          Menu: IVRCV1          Date: 6/26/08

===== > I N V E N T O R Y   R E P O R T S < =====
|||||||
THE    ||              1. Inventory Evaluation Report
DAC    ||              2. Inventory Adj. Reasons
SYSTEM ||              3. Cycle Count Sheets
|||||||              4. Damaged Inventory Report
|||              5. Inventory Receipts Recap
|||              6. Pre-Stamped Replenishment Report
|||              7. Pre-Stamped Inventory Report
|||              8. Inter-Company Transfers
|||              9. Less Than 5 Days On-Hand Report

                                M E N U   C A L L S
19. Inventory Control  20.              21. Reports
22.                  23. Dac Main Menu  90. Sign Off
=====
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==>

```

4. Select option 4 (Damaged Inventory Report) from the Inventory Reports screen. The Prompt For Damages Report screen appears.

```

CVC2PVR  ENTER  Creative Data Research, Inc.          6/26/08 12:06:32
Prompt for Damages Report

Type choices, press Enter.

Warehouse code  1

Vendor Number          (Blank For All) Version 1

Category # .          (Blank For All) Version 2

Report Version  1      (Version 1 - Sort By Vendor)
                    (Version 2 - Sort By Category)
Select Cost .  N      (N=Net B=Base M=Mfg List)

Close Out Vendor For Pickup  (Y or N)

Vendor Close Out Number          Remove From Damages  (Y or N)

F3=Exit  F4=Search  F6=Print

```

5. To generate a Damaged Inventory Report listing all the vendor's items in the *DAMAGE* location, enter data for the following fields:
- **Warehouse code** - enter the warehouse code.
 - **Vendor Number** - enter the vendor code.
 - **Category #** - leave this field blank.
 - **Report Version** - enter *1* (Sort By Vendor).
 - **Select Cost** - enter *N* (Net), *B* (Base) or *M* (Mfg List).
 - **Close Out Vendor For Pickup** - enter *Y* (yes).
 - **Vendor Close Out Number** - leave this field blank.
 - **Remove From Damages** - leave this field blank.

CVC2PVR	ENTER	Creative Data Research, Inc.	6/26/08 10:03:18
Prompt for Damages Report			
Type choices, press Enter.			
Warehouse code	1		
Vendor Number	HER001	(Blank For All) Version 1	
Category #	.	(Blank For All) Version 2	
Report Version	1	(Version 1 - Sort By Vendor) (Version 2 - Sort By Category)	
Select Cost	N	(N=Net B=Base M=Mfg List)	
Close Out Vendor For Pickup	Y	(Y or N)	
Vendor Close Out Number		Remove From Damages (Y or N)	
F3=Exit F4=Search F6=Print			

6. Press <F6> (Print) and <Enter> to confirm.

On the Damaged Inventory Report that is generated, the vendor close out number (which is automatically assigned to the vendor's items) appears after *Vendor Close Out* at the top of the report (see below).

Damaged Inventory Report (with vendor close out number)

Creative Data Research, Inc.		Damaged Inventory Report		JEANNINE	CVC0PFR	6/26/08 11:55:28		Page	1
*****		Vendor Close Out		2	*****				
*****		*****							
Item	Description	Mfg. Part #	UPC	U/M Pack	UM1 Qty	UM2 Qty	UM3 Qty	UM4 NET COST	Total Val.
Vendor HER001 HERSHEY CHOCOLATE		Vendor Close Out Number		2					
418950	HERSHEY ALMOND 36CT		03400024100	BOX	36	6		13.050	78.30
616600	HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ		03400031240	EA	1	2		1.450	2.90
403078	HERSHEY NUGGET ASSORTED		03400001689	CS	12	1		56.710	56.71
Vendor HER001 HERSHEY CHOCOLATE							9		137.91
Final totals							9		137.91
** END OF REPORT **									

7. To remove the items from the *DAMAGE* location after they are picked up, enter data for the following fields:
- **Warehouse code** - enter the warehouse code.
 - **Vendor Number** - enter the vendor code.
 - **Category #** - leave this field blank.
 - **Report Version** - enter *1* (Sort By Vendor).
 - **Select Cost** - enter *N* (Net), *B* (Base) or *M* (Mfg List).
 - **Close Out Vendor For Pickup** - leave this field blank.
 - **Vendor Close Out Number** - enter the vendor close out number as described in step 6 above.
 - **Remove From Damages** - enter *Y* (yes).

```
CVC2PVR  ENTER  Creative Data Research, Inc.  6/26/08 12:17:51
                        Prompt for Damages Report

Type choices, press Enter.

Warehouse code  1

Vendor Number   HER001  (Blank For All) Version 1

Category #      .      (Blank For All) Version 2

Report Version  1      (Version 1 - Sort By Vendor)
                  (Version 2 - Sort By Category)
Select Cost     .  N    (N=Net B=Base M=Mfg List)

Close Out Vendor For Pickup  (Y or N)

Vendor Close Out Number      2  Remove From Damages Y (Y or N)

F3=Exit  F4=Search  F6=Print
```

8. Press <F6> (Print) and <Enter> to confirm.

On the Damaged Inventory Report that is generated, the vendor close out number appears after *Removed From Damage* at the bottom of the report (see below).

Damaged Inventory Report (listing items removed)

```

Creative Data Research, Inc.      Damaged Inventory Report      JEANNINE      CVC0PFR      6/26/08 12:20:40 Page 1
*****
Vendor Close Out      2      *****
*****
Item      Description      Mfg. Part #      UPC      U/M Pack      U1 Qty      U2 Qty      U3 Qty      U4 Qty      NET COST      Total Val.
Vendor HER001 HERSHEY CHOCOLATE      Vendor Close Out Number      2
418950 HERSHEY ALMOND 36CT      03400024100      BOX      36      6      13.050      78.30
616600 HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ      03400031240      EA      1      2      1.450      2.90
403078 HERSHEY NUGGET ASSORTED      03400001689      CS      12      1      56.710      56.71
Vendor HER001 HERSHEY CHOCOLATE      Removed From Damage      2
9      137.91
Final totals      9      137.91
** END OF REPORT **

```

Using Location Management Tools

The Location Management Tools application is used to globally create, delete and edit location records.

Creating Multiple Location Records

It is strongly recommended that inexperienced users contact DAC support personnel before using the Location Management Tools application.

```
User: JEANNINE           Menu: WMCV1           Date: 10/14/13

===== > W A R E H O U S E   M A N A G E M E N T < =====
=====
|||||||      1. Work With Receiving Requests
THE  ||      2. Work With Replenishment Requests
DAC  ||      3. Work With Locations
SYSTEM ||    4. Create Replenishment Requests (Batch)
|||||||      5. Display Warehouse Inventory Moves
                                           6. Location Management Tools
                                           7. Define Pick Regions
                                           8. Define Warehouse Areas

                                           M E N U   C A L L S
19. Inventory          20. Purchasing          21.
22.                   23. Dac Main Menu        90. Sign Off

=====
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==>
```

1. Select option 6 (Location Management Tools) from the Warehouse Management screen. The Set Location Fields screen appears.

```
BSO5PVR   ENTER   CDR Customer Conference      10/14/13 14:30:54
                Set Location Fields

Warehouse Code . . . . . 1_____ MAIN WAREHOUSE

Beginning Location _____ Ending Location _____

Current Unit . . . _ (Optional)
Pick Location Status _ (Optional)
Pick Document I.D. _ (Optional)
Pick Region . . . _ (Optional)
W.H. Area . . _____ (Optional)
Aisle . . . . _____ (Optional)
Tax Jurisd. . . _____ (Optional)

F3=Exit F10=Update Record(s) F11=Deletion Tool F12=Create Locations
```

2. Press <F12> (Create Locations), and press <Enter> when prompted to confirm. The Create Locations screen appears.

DCTKPVR	ENTER	CDR Customer Conference	10/14/13 14:35:51
bTool:Create Locations 1			
Warehouse Code 1 _____ MAIN WAREHOUSE			
From Location _____		To Location _____	Length _____
Prefix _ + Incrementing Portion _____			
Increment by: _____			
Default Information for Locations Being Created			
Location Description _____			
Pick Location Status 1 (Optional)			
Pick Document I.D. _ (Optional)			
Pick Region . . . _ (Optional)			
W.H. Area . . _ (Optional)			
Aisle _ (Optional)			
F3=Exit F10=Update Record(s)			

3. Enter a warehouse code for the **Warehouse Code** (6,a) field.
4. Enter new codes for the **From Location** and **To Location** (9,a) fields. The values entered must begin with the same character; must consist of the same number of characters; and must be a minimum of five (5) characters in length.
5. Enter the first character of the new codes for the **Prefix** (1,a) field.
6. Enter the final characters of the new beginning location (see **From Location** above) for the + **Incrementing Portion** (8,a) field.
7. Enter the number by which the value of the **From Location** field is incremented to create the new locations for the **Increment by** (1,a) field.
8. Enter data for the following fields, as necessary:
 - **Location description** (25,a) - a description of the locations.
 - Optional: **Pick Location Status** (1,a) - a location code (1 through 6) to designate the locations' type.
 - Optional: **Pick Document I.D.** (1,a) - a valid ID to designate the type of pick document printed for the locations.
 - Optional: **Pick Region** (2,a) - the pick region code of the locations.
 - Optional: **Warehouse Area** (6,a) - the warehouse area code of the locations.
 - Optional: **Aisle** (5,n) - the aisle number of the locations.

9. When data entry is complete, press <Enter> and press <N> when prompted to confirm.

```
DCTKPVR  ENTER  CDR Customer Conference      10/15/13 8:41:24
                        Tool:Create Locations

Warehouse Code 1 _____ MAIN WAREHOUSE

From Location P4010_____ To Location P4210_____ Length _5

Prefix P + Incrementing Portion _____4010

Increment by: . . . . _____10

Default Information for Locations Being Created

Location Description Picking location_____
Pick Location Status 1 (Optional)
Pick Document I.D. A (Optional)
Pick Region . . . B1 (Optional)
W.H. Area . . . 4_____ (Optional)
Aisle . . . . _____ (Optional)

F3=Exit  F10=Update Record(s)
```

10. Press <F10> (Update Records) and press <Enter> when prompted to confirm. The Warehouse Management screen appears.

Editing Multiple Location Records

It is strongly recommended that inexperienced users contact DAC support personnel before using the Location Management Tools application.

```
User: JEANNINE           Menu: WMCV1           Date: 10/15/13

===== > W A R E H O U S E   M A N A G E M E N T <=====
=====
|||||||
THE   ||                1. Work With Receiving Requests
DAC   ||                2. Work With Replenishment Requests
SYSTEM ||              3. Work With Locations
|||||||                4. Create Replenishment Requests (Batch)
|||||||                5. Display Warehouse Inventory Moves
|||||||                6. Location Management Tools
|||||||                7. Define Pick Regions
|||||||                8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                  20. Purchasing                21.
22.                            23. Dac Main Menu              90. Sign Off

=====
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==>
```

1. Select option 6 (Location Management Tools) from the Warehouse Management screen. The Set Location Fields screen appears.

```
BS05PVR  ENTER  CDR Customer Conference      10/15/13  9:26:33
                Set Location Fields

Warehouse Code . . . . . 1_____ MAIN WAREHOUSE

Beginning Location _____ Ending Location _____

Current Unit . . . _ (Optional)
Pick Location Status _ (Optional)
Pick Document I.D. _ (Optional)
Pick Region . . . _ (Optional)
W.H. Area . . . _____ (Optional)
Aisle . . . . . _____ (Optional)
Tax Jurisd. . . _____ (Optional)

F3=Exit  F10=Update Record(s)  F11=Deletion Tool  F12=Create Locations
```

2. Enter a warehouse code for the **Warehouse Code** (6,a) field.
3. Enter the location codes for the **Beginning Location** and **Ending Location** (9,a) fields to designate the location records to be edited.
4. Enter data for the following fields to be edited:
 - Optional: **Current Unit** (1,n) - the unit of measure of the items of the location.
 - Optional: **Pick Location Status** (1,a) - the location code (1 through 6) designating the locations' type.
 - Optional: **Pick Document I.D.** (1,a) - the ID designating the type of pick document printed for the locations.
 - Optional: **Pick Region** (2,a) - the pick region code of the locations.

- Optional: **W.H. Area** (6,a) - the warehouse area code of the locations.
- Optional: **Aisle** (5,n) - the aisle number of the locations.
- Optional: **Tax Jurisd.** (6,a) - the aisle number of the locations.

BS05PVR	ENTER	CDR Customer Conference	10/15/13 9:29:10
Set Location Fields			
Warehouse Code	1_____	MAIN WAREHOUSE
Beginning Location	P4010_____	Ending Location	P4210_____
Current Unit	. . .	2	(Optional)
Pick Location Status		1	(Optional)
Pick Document I.D.		A	(Optional)
Pick Region	. . .	B1	(Optional)
W.H. Area	. . .	4_____	(Optional)
Aisle	_____	(Optional)
Tax Jurisd.	_____	(Optional)
F3=Exit F10=Update Record(s) F11=Deletion Tool F12=Create Locations			

5. Press <F10> (Update Records) and press <Enter> when prompted to confirm. The Warehouse Management screen appears.

Deleting Multiple Location Records

It is strongly recommended that inexperienced users contact DAC support personnel before using the Location Management Tools application.

```
User: JEANNINE           Menu: WMCV1           Date: 10/15/13

===== > WAREHOUSE MANAGEMENT <=====
=====
|||||||
THE    ||          1. Work With Receiving Requests
DAC    ||          2. Work With Replenishment Requests
SYSTEM ||          3. Work With Locations
|||||||          4. Create Replenishment Requests (Batch)
|||          5. Display Warehouse Inventory Moves
||          6. Location Management Tools
||          7. Define Pick Regions
||          8. Define Warehouse Areas

19. Inventory          MENU CALLS          21.
22.                   20. Purchasing          20. Sign Off
23. Dac Main Menu
=====
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==>
```

1. Select option 6 (Location Management Tools) from the Warehouse Management screen. The Set Location Fields screen appears.

```
BS05PVR  ENTER  CDR Customer Conference      10/15/13  9:56:44
                Set Location Fields

Warehouse Code . . . . . 1_____ MAIN WAREHOUSE

Beginning Location _____ Ending Location _____

Current Unit . . . _ (Optional)
Pick Location Status _ (Optional)
Pick Document I.D. _ (Optional)
Pick Region . . . _ (Optional)
W.H. Area . . . _____ (Optional)
Aisle . . . . _____ (Optional)
Tax Jurisd. . . _____ (Optional)

F3=Exit  F10=Update Record(s)  F11=Deletion Tool  F12=Create Locations
```

2. Press <F11> (Deletion Tool), and press <Enter> when prompted to confirm. The Warehouse Location Deletion screen appears.

```

CVSZDFR    DISPLAY CDR Customer Conference    10/15/13  9:57:47
                Warehouse Location Deletion
                        From Loc.  Thru Loc.  Warehouse
Enter a Location Range and Warehouse ->      1
LOCATIONS MARKED WITH AN "X" WILL BE PERMANENTLY DELETED AFTER CONIFRMATION.

Type options, press Enter.
X=Selected for Delete

F3=Exit    F10=Select for Delete    F12=Undo Selections

```

3. Enter the location codes for the **From Loc.** and **Thru Loc.** (9,a) fields to designate the location records to be deleted.
4. Enter the warehouse code for the **Warehouse** (6,a) field to designate the warehouse of the locations to be deleted.
5. Press <Enter> when data entry is complete.

```

CVSZDFR    DISPLAY CDR Customer Conference    10/15/13 10:24:16
                Warehouse Location Deletion
                        From Loc.  Thru Loc.  Warehouse
Enter a Location Range and Warehouse -> P4010 P4190 1
LOCATIONS MARKED WITH AN "X" WILL BE PERMANENTLY DELETED AFTER CONIFRMATION.

Type options, press Enter.
X=Selected for Delete
? Whse  Location  Item Description
-  1      P4010    * UNASSIGNED LOCATION *
-  1      P4020    * UNASSIGNED LOCATION *
-  1      P4030    * UNASSIGNED LOCATION *
-  1      P4040    * UNASSIGNED LOCATION *
-  1      P4050    * UNASSIGNED LOCATION *
-  1      P4060    * UNASSIGNED LOCATION *
-  1      P4070    * UNASSIGNED LOCATION *
-  1      P4080    * UNASSIGNED LOCATION *
-  1      P4090    * UNASSIGNED LOCATION *
-  1      P4100    * UNASSIGNED LOCATION *
-  1      P4110    * UNASSIGNED LOCATION *
-  1      P4120    * UNASSIGNED LOCATION *
+

F3=Exit    F10=Select for Delete    F12=Undo Selections

```

6. To select and delete specific location records, enter *X* in the in the selection column next to the records, press <Enter>, enter *Y*, and press <Enter> when the *All Locations Marked With An "*" Will Be Deleted! Continue?* message appears.
7. To globally delete all the locations appearing on the Warehouse Location Deletion screen, press <F10> (Select for Delete) and <Page Down> to the bottom of the list.

CVSZDFR	DISPLAY CDR Customer Conference	10/15/13 10:31:46
Warehouse Location Deletion		
Enter a Location Range and Warehouse ->		From Loc. Thru Loc. Warehouse
		P4010 P4190 1
LOCATIONS MARKED WITH AN "X" WILL BE PERMANENTLY DELETED AFTER CONFIRMATION.		
Type options, press Enter.		
X=Selected for Delete		
? Whse	Location	Item Description
X 1	P4130	* UNASSIGNED LOCATION *
X 1	P4140	* UNASSIGNED LOCATION *
X 1	P4150	* UNASSIGNED LOCATION *
X 1	P4160	* UNASSIGNED LOCATION *
X 1	P4170	* UNASSIGNED LOCATION *
X 1	P4180	* UNASSIGNED LOCATION *
X 1	P4190	* UNASSIGNED LOCATION *
+		
F3=Exit F10=Select for Delete F12=Undo Selections		

Users have the option of pressing <F12> (Undo Selection) to unmark the records for deletion before permanently deleting them.

8. Press <Enter>, enter *Y* when the *All Locations Marked With An "*" Will Be Deleted! Continue?* message appears, and press <Enter>.
9. Press <F3> to exit. The Warehouse Management screen appears.

Working With Inventory Control

The Inventory Batch Entry application is used initially to enter the first inventory count. After entering the inventory reason codes, the Inventory Batch Entry screen can be used to make inventory adjustments. If necessary, inventory receipts and transfers can be handled with inventory batch records.

The Inventory Batch Entry application is also used to do a cycle count inventory, as described in the step-by-step instructions below.

Refer to the Physical Inventory document for information about using the Physical Inventory applications.

```

User: JEANNINE                               Menu: DACCV1                               Date: 10/03/13
=====> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||
||||||| MAIN OPERATIONS MENU |||||
=====
||||||| 1. File Maintenance Menu
THE      2. Accounts Receivable
DAC      3. Billing System
SYSTEM   4. Inventory System
||||||| 5. Purchasing System
        6. Reports Menu
        7. Truck Scheduling
        8. Closing Procedures
        9. Integration
        10. Other Functions Menu
        11. Accounts Payable
        12. General Ledger
        90. Sign Off
=====
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==>

```

1. Select option 4 (Inventory System) from the Main Operations Menu screen. The Inventory Menu screen appears.

```

User: JEANNINE                      Menu: IVCV1                      Date: 10/03/13

======> I N V E N T O R Y   M E N U <=====
=====
|||||||
THE    ||      1. Inventory Control
DAC    ||      2. Physical Inventory
SYSTEM ||      3. Warehouse Management
|||||||      4. Returns Management

MENU CALLS
19.      20. Purchasing      21.
22.      23. Dac Main Menu   90. Sign Off
=====
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==>

```

2. Select option 1 (Inventory Control) from the Inventory Menu screen. The Inventory Control screen appears.

```

User: JEANNINE          Menu: ICCV1          Date: 10/03/13

===== > I N V E N T O R Y   C O N T R O L < =====
|||||||
THE    ||              1. Inventory Batch Entry
DAC    ||              2. Edit Inventory Adj. Reasons
SYSTEM ||              3. Display Item Inventory Transactions
|||||||              4. Damaged Inventory Batch Entry
                          5. Work with Item Each/Case Links
                          6. Work with Inter-Company Transfers
                          7. Display Inventory Snapshot

19 Inventory          M E N U   C A L L S          21 Inventory Reports
22 Purchasing         20                               90 Sign Off
=====
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==>

```

When using the Inventory Batch Entry application to do a cycle count inventory, *the step-by-step instructions below must be followed precisely in the order given*. Read completely through these steps and the entire Inventory Control section before using these applications. Contact CDR support personnel if you have any questions before proceeding with the data entry described below.

Step 1: Verify that all system users are signed on to DAC with different usernames, and that no individual user is signed on at more than one terminal with the same username.

Step 2: Use the Cycle Count Sheets application to print worksheets that include the current on-hand quantities of the Item Balance files. Refer to Printing Cycle Count Worksheets for detailed instructions.

Step 3: Before copying the current item balance records, enter the **WRKLIB OLDBAL AS/400** command to check for an existing copy library.

Step 4: If the Work With Libraries screen appears with (*Cannot find object to match specified name.*), 1) enter the **CRTLIB OLDBAL AS/400** command, and 2) enter the **CPYF FROMFILE(DACDATA/DSASREP) TOFILE(OLDBAL/DSASREP) CRTFILE(*YES)** command.

If the Work With Libraries screen *does not* appear with the *Cannot find object...* message, enter **CPYF FROMFILE(DACDATA/DSASREP) TOFILE(OLDBAL/DSASREP) MBROPT(*REPLACE)** command.

Step 5: Use the Inventory Batch Entry application to enter the necessary adjustment inventory transactions. Refer to Adding An Inventory Batch for detailed instructions.

The current on-hand quantities which appear on the Cycle Count Sheets and the user's inventory count can be used to determine the value which must be entered for the adjustment inventory transactions when the Inventory Batch Entry application is used.

Step 6: Use the Inventory Batch Entry screen to post all batches entered for the cycle

count. Refer to Posting An Inventory Batch for detailed instructions. This will update the on-hand quantities of all the item records for which inventory entry batch records were entered.

Step 7: Enter **CALL GSGOPFR ‘ ‘** and press <Enter> to correct the available quantities of the item records after the on-hand quantities are updated.

Step 8: Refer to Printing Inventory Evaluation Reports of the Physical Inventory document for information about printing a listing of the actual inventory values.

Refer to the Physical Inventory document for information about using the Physical Inventory applications to compare and reconcile a count of the entire physical inventory and all the on-hand quantities of the DAC Item Balance files.

Adding Inventory Reason Codes

Inventory reason codes are required when entering inventory adjustments. If DAC General Ledger System is used, the Work With G/L Interface application must be used to update G/L interface records every time an inventory reason code is added or changed. Refer to Working With General Ledger Interface of the General Ledger document for additional information.

```
User: JTIPPIN          Menu: ICCV1          Date: 2/21/01

=====> I N V E N T O R Y   C O N T R O L <=====
=====
|||||      1. Inventory Batch Entry
THE  ||      2. Edit Inventory Adj. Reasons
DAC CV1||      3. Display Item Inventory Transactions
SYSTEM ||      4. Damaged Inventory Batch Entry
|||||

                                M E N U   C A L L S

19. Inventory          20.              21. Inventory Reports
22. Purchasing         23. Dac Main Menu  90. Sign Off

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==>
```

1. Select option 2 (Edit Inventory Adjustment Reasons) from the Inventory Control screen. The Edit Inventory Reasons (Change) screen appears with a list of previously defined reason codes.

```
BSDOEFR  CHANGE  Creative Data Research      2/21/01 14:54:52
                        Edit Inventory Reasons Ma
Inventory Reason .

Type options, press Enter.
D=Delete request

? Inventory      Inventory
  Reason      Reason Desc.
   1      ADJUSTMENT ON COUNT
   2      STALE MERCHANDISE
   3      DAMAGED MERCHANDISE

F3=Exit  F9=Go to 'Add' mode
```

2. Press <F9> (Go to 'Add' mode). The Edit Inventory Reasons (Add) screen appears.
3. Enter data for the following fields for each adjustment reason:
 - **Inventory Reason** (1,a) - an inventory reason code. The value entered for this field is entered for the adjustment reason when entering inventory adjustment transactions. Refer to Adding An Inventory Batch for information about the **Reason** and **Adjustment Reason** fields.
 - **Inventory Reason Desc.** (25,a) - description of the adjustment reason.
4. Press <Enter> when data entry is complete.

BSDOEFR	ADD	Creative Data Research	2/21/01 16:11:53
Edit Inventory Reasons Ma			
Type options, press Enter.			
D=Delete request			
?	Inventory	Inventory	
	Reason	Reason Desc.	
	4	RECEIVING ERRORS	
	5	CLEAR UP NEGATIVE BALANCE	
			+
F3=Exit F9=Go to 'Change' mode			CONFIRM: Y (Y/N)

5. Press <Enter> when prompted to confirm.
6. Continue adding inventory adjustment reason codes as previously described, or press <F3> to exit. The Inventory Control screen appears.

Printing Cycle Count Worksheets

The Cycle Count Sheets application is used primarily to print worksheets for handling a cycle count, but it can also be used to automatically create inventory batch records.

Cycle Count Worksheets differ from Physical Count Worksheets in the following ways:

- Current on-hand quantities in the item balance records (or the inventory balances in the location records) can be printed on the Cycle Count Worksheets.
- Users can limit the items printed on the Cycle Count Worksheets to a specific item number, sales class or vendor.

Refer to the Physical Inventory document for information about printing Physical Count Worksheets.

After a cycle count is completed, the on-hand quantities appearing on the worksheets and the user's inventory count can be used to determine the values entered for the adjustment inventory transactions. Refer to Working With Inventory Control for additional information about using the Inventory Batch Entry application.

```
User: JEANNINE          Menu: IVCV1          Date: 8/02/12

=====> I N V E N T O R Y   M E N U <=====
=====
|||||||      1. Inventory Control
THE  ||      2. Physical Inventory
DAC  ||      3. Warehouse Management
SYSTEM ||    4. Returns Management
|||||||

                                M E N U   C A L L S
19.                                20. Purchasing          21.
22.                                23. Dac Main Menu       90. Sign Off
=====
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==>
```

1. Select option 1 (Inventory Control) from the Inventory Menu screen. The Inventory Control screen appears.

```

User: JEANNINE          Menu: ICCV1          Date: 8/02/12

=====> I N V E N T O R Y   C O N T R O L <=====
=====
|||||||
THE    ||          1. Inventory Batch Entry
DAC    ||          2. Edit Inventory Adj. Reasons
SYSTEM ||          3. Display Item Inventory Transactions
|||||||          4. Damaged Inventory Batch Entry
|||          5. Work with Item Each/Case Links
|||          6. Work with Inter-Company Transfers
|||          7. Display Inventory Snapshot

M E N U   C A L L S
19 Inventory          20              21 Inventory Reports
22 Purchasing        23 Dac Main Menu  90 Sign Off
=====
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==>

```

2. Select option 21 (Inventory Reports) from the Inventory Control screen. The Inventory Reports screen appears.

```

User: JEANNINE          Menu: IVRCV1          Date: 8/03/12

=====> I N V E N T O R Y   R E P O R T S <=====
=====
|||||||
THE    ||          1. Inventory Evaluation Report
DAC    ||          2. Inventory Adj. Reasons
SYSTEM ||          3. Cycle Count Sheets
|||||||          4. Damaged Inventory Report
|||          5. Inventory Receipts Recap
|||          6. Pre-Stamped Replenishment Report
|||          7. Pre-Stamped Inventory Report
|||          8. Inter-Company Transfers
|||          9. Less Than 5 Days On-Hand Report
|||         10. Lost Sales By Buyer/Vendor (Posted Orders)
|||         11. Lost Sales By Slsmn/Cust (Posted Orders)
|||         M E N U   C A L L S
19. Inventory Control  20.              21. Reports
22.                  23. Dac Main Menu  90. Sign Off
=====
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==>

```

3. Select option 3 (Cycle Count Sheets) from the Inventory Reports screen. The Prompt For Physical Count screen appears.

```

GSA1PVR  ENTER  Creative Data Research          10/23/01 11:41:59
Prompt For Physical Count

Warehouse Code   .   1                      Item Number

Beginning Area   .                      Start Sales Class
Beginning Region . .                      End Sales Class

Beg. Location                      Vendor Number
End Location 999999999

Ending Region . . . .
Ending Area . . .

Create Entry Batch?          Location Type 1
Print On Hand Y/N          N

Key A Beginning And Ending Region *OR* A Beginning And Ending Area.
To Further Restrict Which Records Are Printed, You May Key A
Beginning And Ending Location , Sales Class, Vendor or Item Numbers

F3=Exit  F4=Search  F6=Print

```

4. Enter a warehouse code for the **Warehouse Code** (6,a) field. To change the default value which appears, refer to Working With User Options of the Billing File Maintenance document for information about the **Default Warehouse** field of the user options records.

5. To limit the items appearing on the Cycle Count Worksheets by warehouse area, enter data for the following fields before continuing with step 11:
 - **Beginning Area** (6,a) and **Ending Area** (6,a) - a range of warehouse area codes. Entering a value for the **Beginning Area** field is optional, but a valid value (or all 9s) must be entered for the **Ending Area** field.
 - **End Location** (9,a) - all 9s must be entered.
6. To limit the items appearing on the Cycle Count Worksheets by pick region, enter data for the following fields before continuing with step 11:
 - **Beginning Region** (2,a) and **Ending Region** (2,a) - a range of pick region codes. Users may press <F4> to select region codes from the Select Pick Region File screen. Entering a value for the **Beginning Region** field is optional, but a valid value (or all 9s) must be entered for the **Ending Region** field.
 - **End Location** (9,a) - all 9s must be entered.
7. To limit the items appearing on the Cycle Count Worksheets by location, enter data for the following fields before continuing with step 11:
 - **Beg. Location** (9,a) and **End Location** (9,a) - a range of location codes. Entering a value for the **Beg. Location** field is optional, but a valid value (or all 9s) must be entered for the **End Location** field.
 - **Ending Region** (2,a) or **Ending Area** (6,a) - all 9s must be entered for one of these two fields.
8. To limit the items appearing on the Cycle Count Worksheets to a specific item, enter data for the following fields before continuing with step 11:
 - **Item Number** (6,n) - an item number. If necessary, press <F4> to select an item number from the Select Item By Description screen.
 - **End Sales Class** (5,n) - all 9s must be entered.
9. To limit the items appearing on the Cycle Count Worksheets by sales class, enter data for the following fields before continuing with step 11:
 - **Start Sales Class** (5,n) - a sales class number. If necessary, press <F4> to select a sales class number from the Select Sales Class Master screen.
 - **End Sales Class** (5,n) - a sales class number (or all 9s) must be entered. If necessary, press <F4> to select a sales class number from the Select Sales Class Master screen.
 - **End Location** (9,a) - all 9s must be entered.
 - **Ending Region** (2,a) or **Ending Area** (6,a) - all 9s must be entered for one of these two fields.
10. To limit the items appearing on the Cycle Count Worksheets to those of a specific vendor, enter data for the following fields:
 - **End Sales Class** (5,n) - all 9s must be entered.
 - **Vendor Number** (6,a) - a vendor code. If necessary, press <F4> to select an vendor code from the Select Vendor Master screen.
 - **End Location** (9,a) - all 9s must be entered.
 - **Ending Region** (2,a) or **Ending Area** (6,a) - all 9s must be entered for one of these two fields.

11. To create a system-generated inventory batch for the items appearing on the Cycle Count Worksheet, enter *Y* for the **Create Entry Batch?** (1,a) field. Refer to Adding An Inventory Batch for information about using the Inventory Batch Entry application to work with inventory batch records.
12. Enter one of the following values for the **Location Type** (1,n) field:
 - 1 - Fixed pick
 - 2 - Floating pick
 - 3 - Fixed reserve
 - 4 - Floating reserve
 - 5 - Mixed regular
 - 6 - Mixed damage.
13. Enter *Y* (yes) for the **Print On Hand** (1,a) field to designate that item quantities appear on the Cycle Count Sheets. The on-hand quantities in the item balance records are printed if *N* (no) is entered for the **Create Entry Batch?** field (see above). If *Y* (yes) is entered for the **Print On Hand** field and the **Create Entry Batch?** field, the inventory balances of the items in the location records appear on the Cycle Count Sheets.

GSAIPVR		ENTER	Creative Data Research		10/24/01 16:02:11
Prompt For Physical Count					
Warehouse Code	.	1	Item Number		
Beginning Area	.		Start Sales Class		
Beginning Region	.	.	End Sales Class		
Beg. Location	A0001		Vendor Number		
End Location	A0023				
Ending Region	99
Ending Area	
Create Entry Batch?			Location Type	1	
Print On Hand	Y/N	Y			
Key A Beginning And Ending Region *OR* A Beginning And Ending Area.					
To Further Restrict Which Records Are Printed, You May Key A					
Beginning And Ending Location , Sales Class, Vendor or Item Numbers					
F3=Exit F4=Search F6=Print					

14. Press <Enter> when data entry is complete.
15. Press <F6> (Print). The Inventory Reports screen appears.

Cycle Count Worksheet

Creative Data Research		Cycle Count Worksheets		JTIPPIN	GSK9PFR	10/24/01 16:46:28 Page		1
Location	Item Description	Pack Desc.	UPC Code	Item No.	U/M	OH U/M1	OH U/M2	
Warehouse 1	MAIN WAREHOUSE							
Pick Region A	Cigarettes							
A0001	MARLBORO LIGHT KING		2820010660	102030	2 CTN			1133
A0002	MARLBORO KING		2820010290	101870	2 CTN			889
A0003	MARLBORO LIGHT KING BOX		2820010690	102070	2 CTN			1312
A0004	MARLBORO KING BOX		2820010012	101930	2 CTN			876
A0005	BASIC FULL FLAVOR KING		2820016210	100400	2 CTN			340
A0006	BASIC LIGHT KING		2820016250	100401	2 CTN			6400
A0007	WINSTON KING		1230011013	103600	2 CTN			194
A0008	WINSTON LIGHT KING		1230011113	103670	2 CTN			336
A0009	VANTAGE KING		1230013013	103270	2 CTN			277
A0010	NEWPORT MEN KING		2610000367	102320	2 CTN			324
A0011	KOOL MEN KING		2720001120	101520	2 CTN			278
A0012	VICEROY KING		2720001263	103450	2 CTN			137
A0013	GPC FULL FLAVOR KING		7592605019	100340	2 CTN			259
A0016	MARLBORO LIGHT 100		2820010180	106290	2 CTN			420
A0017	MARLBORO 100		2820010480	106240	2 CTN			316
A0018	BASIC LIGHT 100		2820016270	104201	2 CTN			364
A0019	BASIC FULL FLAVOR 100		2820016230	104200	2 CTN			383
A0020	BASIC ULTRA LIGHT 100		2820016310	104203	2 CTN			279
A0021	BASIC LT MENTHOL 100		2820016280	104202	2 CTN			298
A0022	WINSTON LIGHT 100		1230011313	108610	2 CTN			250
A0023	GPC FULL FLAVOR 100		7592605021	104290	2 CTN			410
** END OF REPORT **								

Adding An Inventory Batch

The Inventory Batch Entry application is used to make the following types of inventory transactions which only affect the on hand quantities *in item balance records*:

- Recount inventory transaction
- Adjustment inventory transaction
- Receipt inventory transaction
- Transfer inventory transaction.

A location inventory transaction can also be made which only affects the inventory balances of items *in location records*, not in item balance records.

Refer to Adding A Damaged Inventory Batch for information about adjusting the on hand quantities of items in the *DAMAGE* location.

Recount inventory transaction (C) - the quantity entered for a recount inventory transaction (see **Quan.** field below) is the current quantity on hand of the item, and the available quantity of the item is adjusted accordingly. For example, if the:

Quantity on hand=1000 and the available quantity=800,

After a recount inventory transaction of 700

Quantity on hand=700 and the available quantity=500.

Recount inventory transactions are used when entering inventory for the first time, doing cycle counts, or whenever the user wishes to override the quantity on hand without entering an adjustment.

Adjustment inventory transaction (A) - the quantity entered for an adjustment inventory transaction (see **Quan.** field below) is used to adjust the quantity on hand of the item, and the available quantity of the item is adjusted accordingly. For example, if the:

Quantity on hand=1000 and available quantity=800,

After an adjustment inventory transaction of -200

Quantity on hand=800 and the available quantity=600.

Receipt inventory transaction (R) - the quantity entered for a receipt inventory transaction (see **Quan.** field below) is added to the quantity on hand of the item, and the available quantity of the item is adjusted accordingly. For example, if the:

Quantity on hand=1000 and the available quantity=800,

After a receipt inventory transaction of 100

Quantity on hand=1100 and the available quantity=900.

Location inventory transaction (L) - the quantity entered for a location inventory transaction (see **Quan.** field below) is used to adjust the inventory balance of the item *in the location record*. For example, if the item's inventory balance in the location record equals 1000, after a location inventory transaction of -100, the item's inventory balance equals 900 in the location record. The quantity on hand and the available quantity in the item balance records are not affected.

Location inventory transactions should only be used if inventory balances are maintained in location records.

Transfer inventory transaction (T) - the quantity entered for a transfer inventory transaction (see **Quan.** field below) is subtracted from the quantity on hand for the item of the warehouse designated by the **Current Warehouse** field, and added to the quantity on hand for the item of the warehouse designated by the **Transfer To Warehouse** field (see below). The available quantity of the item of both warehouses is adjusted accordingly when this two-sided transaction is posted. For example, if:

Item 102030 at Warehouse 10 has

Quantity on hand=1000 and available quantity=800

Item 102030 at Warehouse 20 has

Quantity on hand=600 and available quantity=300

After an inventory transaction of 100 from Warehouse 10 to Warehouse 20:

Item 102030 at Warehouse 10 has

Quantity on hand=900 and available quantity=700

Item 102030 at Warehouse 20 has

Quantity on hand=700 and available quantity=400.

The instructions below describe using the Inventory Entry screen for “heads down” data entry of numerous inventory transaction, and using the Inventory Batch Entry screen to enter a limited number of transactions.

```

User: JTIPPIN           Menu: ICCV1           Date: 2/21/01

===== > I N V E N T O R Y   C O N T R O L <=====
|||||||
THE      ||             1. Inventory Batch Entry
DAC CV1 ||             2. Edit Inventory Adj. Reasons
SYSTEM ||             3. Display Item Inventory Transactions
|||||||             4. Damaged Inventory Batch Entry

19. Inventory           M E N U   C A L L S           21. Inventory Reports
22. Purchasing          20.                               90. Sign Off

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====>

```

1. Select option 1 (Inventory Batch Entry) from the Inventory Control screen. The Work With Inventory Batch screen appears with a list of previously added inventory batches, or the *No data to display* message.

```

GSW8DFR   DISPLAY Creative Data Research           2/21/01 17:43:45
                                Work With Inventory Batch
Batch      Date

Type options, press Enter.
2=Edit

? Batch    Date      Batch  Line  Current  Trans  Transfer To W.H.
      Qty    Count   W.H.    W.H.
JTIPPIN  2/28/01      90    20    1        3

F3=Exit    F10=Create Batch

```

2. Press <F10> (Create Batch). The Inventory Batch Entry screen appears.

```

DSHAETR      CHANGE    Creative Data Research      2/21/01 17:52:33
                                Inventory Batch Entry
    User Id   Batch Date   Current Warehouse
JTIPPIN      22101        1        MAIN WAREHOUSE
Transfer To Warehouse      Batch Quantity      Actual
                                Batch Count . . . 0
                                Default Type . . . . . 0
                                Reason
-----
D=Delete request   Z=Zoom
? Line   Tran Item   Quan.   U/M      Location      Cost      Adjustment
      Type Number

```

5. Enter one of the following values for the **Default Type** (1,a) field to designate which type of inventory transactions will be entered. The value entered for this field is used as the default value of the **Typ** field (see below).
 - *C* - recount (used to override the current quantity on hand)
 - *A* - adjustment (used to increase or decrease the current quantity on hand)
 - *R* - receipt (used for inventory receipts)
 - *L* - location (used for maintaining inventory balances in location records)
 - *T* - transfer (used for inventory transfers).
6. If *A* (adjustment) or *L* (location) was entered for the **Default Type** field, enter an inventory reason code for the **Reason** (1,a) field. The value entered for this field is used as the default value of the **RSN** field (see below). If necessary, press <F4> to select a reason code from the Select Inventory Reasons screen.
7. If *T* (transfer) was entered for the **Default Type** field, press <Enter> and enter a warehouse code for the **Transfer To Warehouse** (6,a) field to designate to which warehouse the item's quantity on hand is transferred.
8. Press <Enter> when data entry is complete.

DSHAETR CHANGE Creative Data Research 2/28/01 10:32:47					
Inventory Batch Entry					
User Id	Batch Date	Current Warehouse			
JTIPPIN	22801	1	MAIN WAREHOUSE		
Transfer To Warehouse		Batch Quantity	75	Actual	
		Batch Count . . .	10	0	
Replace Existing Item? N		Default Type	R	Reason	

D=Delete request	Z=Zoom				
? Line	Tran Item	Quan.	U/M	Location	Cost Adjustment
	Type Number				Reason
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit					

9. To use the "heads down" data entry feature, press <F5> (Heads Down Entry) and press <Enter> when prompted to confirm; otherwise, move to step 14 to enter a few inventory transactions directly on the Inventory Batch Entry screen. The Inventory Entry screen appears for heads down data entry.

GSADDFR DISPLAY Creative Data Research 2/28/01 10:33:25							
Inventory Entry							
Batch	W.H.	Typ	RSN	Item	Qty	Location	U/M
JTIPPIN	1	R		106290	10		
Replace Existing Item? N							
Type options, press Enter.							
2=Edit Record							
F3=Exit F4=Search F10=Mark Batch For Post							
No data to display.							

Press <Enter> when data entry is complete.

GSADDFR DISPLAY Creative Data Research 2/28/01 10:34:16							
Inventory Entry							
Batch	W.H.	Typ	RSN	Item	Qty	Location	U/M
JTIPPIN	1	R					
Replace Existing Item? N							
Type options, press Enter.							
2=Edit Record							
? Item #	Description			UM	Quantity	Typ	RSN Location
106290	MARLBORO LIGHT 100			2	10	R	
F3=Exit F4=Search F10=Mark Batch For Post							

Repeat this step to continue adding inventory transactions.

GSADDFR DISPLAY Creative Data Research 2/28/01 10:35:57							
Inventory Entry							
Batch	W.H.	Typ	RSN	Item	Qty	Location	U/M
JTIPPIN	1	R					
Replace Existing Item? N							
Type options, press Enter.							
2=Edit Record							
? Item #	Description			UM	Quantity	Typ	RSN Location
102110	MARLBORO MENTHOL KING			2		R	
102030	MARLBORO LIGHT KING			2	15	R	
106290	MARLBORO LIGHT 100			2	10	R	
F3=Exit F4=Search F10=Mark Batch For Post							

- To delete an inventory transaction from the batch, enter 2 (Edit Record) in the selection column next to the item number of the desired transaction line, and press <Enter>. The Edit Records Detail screen appears.

```

GSBZE1R  CHANGE  Creative Data Research      2/28/01 10:37:24
                        Edit Record Details

I/C Batch User Id . . . . . : JTIPPIN
I/C Batch Line Number . . . . . : 1
Replace Existing Item? . . . . . : N

Type changes, press Enter.

Warehouse Code . . . . . : 1
Item Number . . . . . : 106290
Location . . . . .

Inventory Reason . . . . .
Transaction Type . . . . . : R
Transaction Quantity . . . . . : 10
Transaction Unit . . . . . : 2      1-4

F3=Exit  F11=Delete  F12=Key screen

```

Press <F11> (Delete), and press <Enter> when prompted to confirm. The Inventory Entry screen appears without the deleted transaction line.

```

GSADDFR  DISPLAY Creative Data Research      2/28/01 10:37:57
                        Inventory Entry

Batch    W.H.    Typ RSN  Item  Qty   Location  U/M
JTIPPIN  1      R
Replace Existing Item? N

Type options, press Enter.
2=Edit Record

? Item #      Description                UM Quantity Typ RSN  Location
102110 MARLBORO MENTHOL KING           2          R
102030 MARLBORO LIGHT KING             2          15  R

F3=Exit  F4=Search  F10=Mark Batch For Post

```

12. To edit a transaction line of a batch, enter 2 (Edit Record) in the selection column next to the item number of the desired transaction line, and press <Enter>. The Edit Records Detail screen appears.

```

GSBZE1R  CHANGE  Creative Data Research      2/28/01 10:38:54
                        Edit Record Details

I/C Batch User Id . . . . . : JTIPPIN
I/C Batch Line Number . . . . . : 3
Replace Existing Item? . . . . . : N

Type changes, press Enter.

Warehouse Code . . . . . : 1
Item Number . . . . . : 102110
Location . . . . .

Inventory Reason . . . . .
Transaction Type . . . . . : R
Transaction Quantity . . . . .
Transaction Unit . . . . . : 2      1-4

F3=Exit  F11=Delete  F12=Key screen

```

Enter data for the following fields as necessary to make changes to the transaction line:

- **Item Number (6,n)** - an item number is required.

- Optional: **Location** (9,a) - a location code is required for a location inventory transaction.
- Optional: **Inventory Reason** (1,a) - a reason code is required for adjustment inventory and location inventory transactions.
- **Transaction Type** (1,a) - a type code is required to designate which type of inventory transaction is being added.
- **Transaction Quantity** (7,n) - a quantity. If an adjustment or location transaction is being added to the batch and the quantity is negative, press <Field Minus> after entering the number. Note: A letter appears (such as *J*, *K* and *L* when *1*, *2* and *3* are entered, respectively) or a combination of characters appears (such as *1}* when *10* is entered), but it is converted to a negative number when data entry is complete.
- **Transaction Unit** (1,n) - a unit of measure of the item is required.

Press <Enter> when data entry is complete.

```

GSBZE1R  CHANGE  Creative Data Research          2/28/01 10:39:39
                        Edit Record Details

I/C Batch User Id . . . . . : JTIPPIN
I/C Batch Line Number . . . . . : 3
Replace Existing Item? . . . . . : N

Type changes, press Enter.

Warehouse Code . . . . . : 1
Item Number . . . . . : 102110
Location . . . . .

Inventory Reason . . . . .
Transaction Type . . . . . : R
Transaction Quantity . . . . . : 20
Transaction Unit . . . . . : 2          1-4

F3=Exit  F11=Delete  F12=Key screen

CONFIRM: Y (Y/N)

```

Press <Enter> when prompted to confirm. The Inventory Entry screen appears.

```

GSADDFR  DISPLAY Creative Data Research          2/28/01 10:41:39
                        Inventory Entry

Batch   W.H.   Typ RSN  Item   Qty   Location  U/M
JTIPPIN 1      R              20      R
Replace Existing Item? N

Type options, press Enter.
2=Edit Record

? Item #      Description                UM Quantity Typ RSN  Location
102110 MARLBORO MENTHOL KING            2      20   R
102030 MARLBORO LIGHT KING              2      15   R

F3=Exit  F4=Search  F10=Mark Batch For Post

```

13. Press <F3> (Exit) when heads down data entry is complete. The Inventory Batch Entry screen appears with values for the **Actual Batch Quantity** and **Actual Batch Count** fields.

DSHAETR CHANGE Creative Data Research							2/28/01 12:57:11	
Inventory Batch Entry								
User Id	Batch Date	Current	Warehouse					
JTIPPIN	22801	1	MAIN WAREHOUSE			Actual		
Transfer To Warehouse		Batch Quantity		75		35		
		Batch Count . . .		10		2		
Replace Existing Item? N		Default Type		R		Reason		

D=Delete request		Z=Zoom						
? Line	Tran	Item	Quan.	U/M	Location	Cost	Adjustment	
	Type	Number						
2	R	102030	15	2	CTN			
		MARLBORO LIGHT KING						
3	R	102110	20	2	CTN			
		MARLBORO MENTHOL KING						
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit								

An inventory batch cannot be posted unless the values of the **Actual Batch Quantity** and **Actual Batch Count** fields are identical to the values of the **Batch Quantity** and **Batch Count** fields, respectively. If necessary, users can change the values of the **Batch Quantity** and **Batch Count** fields, and press <Enter>.

DSHAETR CHANGE Creative Data Research							2/28/01 14:15:30	
Inventory Batch Entry								
User Id	Batch Date	Current	Warehouse					
JTIPPIN	22801	1	MAIN WAREHOUSE			Actual		
Transfer To Warehouse		Batch Quantity		35		35		
		Batch Count . . .		2		2		
Replace Existing Item? N		Default Type		R		Reason		

D=Delete request		Z=Zoom						
? Line	Tran	Item	Quan.	U/M	Location	Cost	Adjustment	
	Type	Number						
2	R	102030	15	2	CTN			
		MARLBORO LIGHT KING						
3	R	102110	20	2	CTN			
		MARLBORO MENTHOL KING						
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit								

14. To add an inventory transaction to the batch using the Inventory Batch Entry screen, enter data for the following fields as necessary:

- **Optional: Tran Type (1,a)** - enter a type code if the value entered for the **Default Type** field is not applicable for the transaction. The valid values, which type of inventory transactions will be entered, are *C* (recount), *A* (adjustment), *R* (receipt), *L* (location) and *T* (transfer). Note: A value must be entered for the **Tran Type** field if <F4> will be used to select the item number for the inventory transaction.
- **Item Number (6,n)** - an item number. If necessary, select <F4> to select an item number from the Select Item By Description screen. The *Transaction Type Required* message appears if no value was entered for the **Tran Type** field (see above).

- **Quan.** (7,n) - a quantity. If an adjustment or location transaction is being added to the batch and the quantity is negative, press <Field Minus> after entering the number. Note: A letter appears (such as *J*, *K* and *L* when *1*, *2* and *3* are entered, respectively) or a combination of characters appears (such as *I* when *10* is entered), but it is converted to a negative number when data entry is complete.
- Optional: **U/M** (1,n) - a unit of measure of the item. If the **U/M** field is left blank, the value will default from the item's standard selling unit of measure.
- Optional: **Location** (9,a) - a location code is entered if a location inventory transaction is being added to the batch.
- Optional: **Cost** (9.3,n) - the net cost of the item. The value entered for this field appears on the posting control report which is generated when the inventory batch is posted, but does not affect the net cost of the item's record.
- Optional: **Adjustment Reason** (1,a) - enter a reason code if the value entered for the **Reason** field (see above) is not applicable for the transaction. If necessary, press <F4> to select a reason code from the Select Inventory Reasons screen.

Repeat this step to continue adding inventory transactions, and press <Enter> when data entry is complete.

DSHAETR CHANGE Creative Data Research							2/28/01 14:47:27
Inventory Batch Entry							
User Id	Batch Date	Current	Warehouse				
JTIPPIN	22801	1	MAIN WAREHOUSE				
Transfer To Warehouse				Batch Quantity	35	Actual	
				Batch Count . . .	2	3	
Replace Existing Item? N				Default Type	R	Reason	

D=Delete request		Z=Zoom					
? Line	Tran	Item	Quan.	U/M	Location	Cost	Adjustment Reason
Type Number							
2	R	102030	15	2 CTN			
		MARLBORO LIGHT KING					
3	R	102110	20	2 CTN			
		MARLBORO MENTHOL KING					
4	R	106330	10	2 CTN			
		MARLBORO LIGHT 100 BOX					
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit							

15. Press <F7> (End Entry and Exit) to exit without posting the inventory batch.

```

DSHAETR  CHANGE  Creative Data Research          2/28/01 15:19:40
                                Inventory Batch Entry
  User Id  Batch Date  Current Warehouse
JTIPPIN   22801      1      MAIN WAREHOUSE
Transfer To Warehouse      Batch Quantity      35      Actual
                                Batch Count      2      45
                                Default Type      R      Reason
Replace Existing Item? N
-----
D=Delete request  Z=Zoom
? Line  Tran Item  Quan.  U/M      Location      Cost      Adjustment
  Type Number
   2  R  102030      15  2  CTN
      MARLBORO LIGHT KING
   3  R  102110      20  2  CTN
      MARLBORO MENTHOL KING
   4  R  106330      10  2  CTN
      MARLBORO LIGHT 100 BOX

F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit
                                           CONFIRM: Y (Y/N)

```

16. Press <Enter> when prompted to confirm. The Work With Inventory Batch Entry screen appears.

```

GSW8DFR  DISPLAY Creative Data Research          2/28/01 15:23:40
                                Work With Inventory Batch
  Batch    Date

Type options, press Enter.
2=Edit

? Batch  Date      Batch  Line  Current  Trans  Transfer To W.H.
      Qty   Count   W.H.   W.H.
JTIPPIN  2/28/01    35     2    1

F3=Exit  F10=Create Batch

```

Posting An Inventory Batch

The instructions below describe using the Inventory Batch Entry screen to edit, if necessary, and post an inventory batch.

```
User: JTIPPIN           Menu: ICCV1           Date: 2/28/01

=====> I N V E N T O R Y   C O N T R O L <=====
|||||||
THE  ||                1. Inventory Batch Entry
DAC CV1||              2. Edit Inventory Adj. Reasons
SYSTEM ||              3. Display Item Inventory Transactions
|||||||              4. Damaged Inventory Batch Entry

19. Inventory          M E N U   C A L L S          21. Inventory Reports
22. Purchasing         20.                               90. Sign Off

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==>
```

1. Select option 1 (Inventory Batch Entry) from the Inventory Control screen. The Work With Inventory Batch screen appears with a list of previously added inventory batches.

```
GSW8DFR  DISPLAY Creative Data Research           2/28/01 16:03:53
                                Work With Inventory Batch
Batch    Date

Type options, press Enter.
2=Edit

? Batch  Date      Batch Line Current  Trans  Transfer To W.H.
      Qty  Count   W.H.    W.H.
JTIPPIN  2/28/01    35     2   1

F3=Exit  F10=Create Batch
```

2. Enter 2 (Edit) in the selection column next to the desired inventory batch, and press <Enter>. The Inventory Batch Entry screen appears.

DSHAETR CHANGE Creative Data Research				2/28/01 16:22:45			
Inventory Batch Entry							
User Id	Batch Date	Current Warehouse					
JTIPPIN	22801	1	MAIN WAREHOUSE		Actual		
Transfer To Warehouse		Batch Quantity	35	45			
		Batch Count . . .	2	3			
Replace Existing Item? N		Default Type	R	Reason			

D=Delete request		Z=Zoom					
? Line	Tran	Item	Quan.	U/M	Location	Cost	Adjustment Reason
Type Number							
3	R	102110	20	2	CTN		
MARLBORO MENTHOL KING							
4	R	106330	10	2	CTN		
MARLBORO LIGHT 100 BOX							
5	R	102030	15	2	CTN		
MARLBORO LIGHT KING							
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit							

An inventory batch cannot be posted unless the values of the **Actual Batch Quantity** and **Actual Batch Count** fields are identical to the values of the **Batch Quantity** and **Batch Count** fields, respectively.

- To delete an inventory transaction from the batch, enter *D* (Delete request) in the selection column next to the line number of the desired transaction, and press <Enter>.

DSHAETR CHANGE Creative Data Research				2/28/01 16:23:43			
Inventory Batch Entry							
User Id	Batch Date	Current Warehouse					
JTIPPIN	22801	1	MAIN WAREHOUSE		Actual		
Transfer To Warehouse		Batch Quantity	35	25			
		Batch Count . . .	2	2			
Replace Existing Item? N		Default Type	R	Reason			

D=Delete request		Z=Zoom					
? Line	Tran	Item	Quan.	U/M	Location	Cost	Adjustment Reason
Type Number							
D 3	R	102110	20	2	CTN		
MARLBORO MENTHOL KING							
4	R	106330	10	2	CTN		
MARLBORO LIGHT 100 BOX							
5	R	102030	15	2	CTN		
MARLBORO LIGHT KING							
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit							

The values of the **Actual Batch Quantity** and **Actual Batch Count** fields change accordingly.

- If necessary, users can change the values of the **Batch Quantity** and **Batch Count** fields, and press <Enter>.

```

DSHAETR  CHANGE  Creative Data Research  2/28/01 16:25:38
                          Inventory Batch Entry
User Id  Batch Date  Current Warehouse
JTIPPIN  22801      1      MAIN WAREHOUSE
Transfer To Warehouse      Batch Quantity      25      25
                          Batch Count . . . . 2      2
Replace Existing Item? N      Default Type . . . . R      Reason
-----
D=Delete request  Z=Zoom
? Line  Tran Item  Quan.  U/M      Location      Cost      Adjustment
   Type Number
D   3   R  102110      20  2  CTN
      MARLBORO MENTHOL KING
      4   R  106330      10  2  CTN
      MARLBORO LIGHT 100 BOX
      5   R  102030      15  2  CTN
      MARLBORO LIGHT KING

F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit

```

5. Press <F10> (Post and Exit).

```

DSHAETR  CHANGE  Creative Data Research  2/28/01 16:38:32
                          Inventory Batch Entry
User Id  Batch Date  Current Warehouse
JTIPPIN  22801      1      MAIN WAREHOUSE
Transfer To Warehouse      Batch Quantity      25      25
                          Batch Count . . . . 2      2
Replace Existing Item? N      Default Type . . . . R      Reason
-----
D=Delete request  Z=Zoom
? Line  Tran Item  Quan.  U/M      Location      Cost      Adjustment
   Type Number
D   3   R  102110      20  2  CTN
      MARLBORO MENTHOL KING
      4   R  106330      10  2  CTN
      MARLBORO LIGHT 100 BOX
      5   R  102030      15  2  CTN
      MARLBORO LIGHT KING

F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit
CONFIRM: Y (Y/N)

```

6. Press <Enter> when prompted to confirm. The Work With Inventory Batch screen appears, and the I/C Batch Posting Report is printed.

I/C Batch Posting Report

Creative Data Research		I/C Batch Posting Report			JTIPPIN	DSIFPFR	3/02/01 15:50:35 Page			1	
Batch ID	JTIPPIN	Warehouse 1	MAIN WAREHOUSE		Transfer to Warehouse						
Item Number	Description	UPC Number	Ty	Rsn	Quantity	U/M	Before Balance	New Balance	New Cost	Net Cost Value Chng	Line No.
101870	MARLBORO KING	2820010290	R		20	CTN	1660	1680	15.900	318.000	1
101930	MARLBORO KING BOX	2820010012	R		35	CTN	518	553	15.400	539.000	2
102030	MARLBORO LIGHT KING	2820010660	R		50	CTN	2640	2690	15.400	770.000	3
102070	MARLBORO LIGHT KING BOX	2820010690	R		25	CTN	251	276	15.400	385.000	4
106290	MARLBORO LIGHT 100	2820010180	R		15	CTN	454	469	15.400	231.000	5
106330	MARLBORO LIGHT 100 BOX	2820010190	R		45	CTN	450	495	15.400	693.000	6
103900	MARLBORO LIGHT 25'S KING	2820013661	R		30	CTN	99	129	15.400	462.000	7
102125	MARLBORO LT MEN KING	2820011580	R		25	CTN	69	94	15.400	385.000	8
102120	MARLBORO LT MEN KING BOX	2820011596	R		20	CTN	263	283	15.400	308.000	9
Total Receipts :		U/M 2	265						Total Value	4,091.000	
Total Adjustments :											
Total Recounts :											
Total Transfers :											
** END OF REPORT **											

Adding A Damaged Inventory Batch

The Damaged Inventory Batch Entry application is used to make adjustment inventory transactions when a *DAMAGE* location is used. Refer to Working With Locations, Regions and Areas for additional information.

The instructions which follow describe entering a positive adjustment when unsellable items are moved to the *DAMAGE* location, and a negative adjustment when items are removed from the *DAMAGE* location. Only the inventory balances *in the location records* of the items (not the on-hand quantities *in item balance records*) are affected.

Note: An adjustment inventory transaction is not required when a credit memo is issued using a billing reason which designates that the items are not returned to inventory. Refer to Working With Billing Reasons of the Billing File Maintenance document, and Adding A Credit Memo of the Billing document for additional information.

Refer to Removing Items From The DAMAGE Location for information about using the Prompt For Damages Report screen, rather than the Damaged Inventory Batch Entry applications, to automatically remove items from the *DAMAGE* location.

```
User: JEANNINE          Menu: ICCV1          Date: 11/29/12

===== > I N V E N T O R Y   C O N T R O L <=====
|||||
THE  ||          1. Inventory Batch Entry
DAC  ||          2. Edit Inventory Adj. Reasons
SYSTEM ||        3. Display Item Inventory Transactions
|||||          4. Damaged Inventory Batch Entry
|||           5. Work with Item Each/Case Links
||           6. Work with Inter-Company Transfers
||           7. Display Inventory Snapshot

                                M E N U   C A L L S
19 Inventory                20                      21 Inventory Reports
22 Purchasing              23 Dac Main Menu          90 Sign Off
=====
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==>
```

1. Select option 4 (Damaged Inventory Batch Entry) from the Inventory Control screen. The Work With Inventory Batch screen appears.

```

GSW8DFR    DISPLAY Creative Data Research, Inc.          7/01/08 12:54:29
                                Work With Inventory Batch
Batch  Sts Date                                D A M A G E D   I N V E N T O R Y
                                W.H.

Type options, press Enter.
2=Edit  P=Print  D=Delete

F3=Exit  F10=Create Batch
No data to display.

```

2. Press <F10> (Create Batch). The Enter Damage Inventory screen appears.

```

CVCXPVR    ENTER Creative Data Research, Inc.          7/01/08 12:56:32
                                Enter Damage Inventory

Type choices, press Enter.

Batch User Id . . . . . JEANNINE
Batch Date . . . . . : 7/01/08

Batch Quantity . . . . .

Batch Count . . . . .

Current Warehouse . . . . . 1

F3=Exit  F11=Delete Batch

```

3. Enter data for the following fields, as necessary:

- **Batch User Id** (8,a) - the user ID which the user enters to sign on the system.
- **Batch Quantity** (7,n) - the total number of items for which the damaged inventory batch is entered. If the batch includes adjustment transactions that result in a negative quantity, press <Field Minus> after entering the number. Note: A letter appears (such as *J*, *K* and *L* when *1*, *2* and *3* are entered, respectively) or a combination of characters appears (such as *1}* when *10* is entered), but it is converted to a negative number when data entry is complete.
- **Batch Count** (5,n) - the number of transactions included in the damaged inventory batch.
- **Current Warehouse** (6,a) - a warehouse code.

If the total number of items or total number of transactions is not known, an estimate can be entered for the **Batch Quantity** or **Batch Count** field, respectively, and changed after all the inventory transactions are added to the batch.


```

CVCKPVR  ENTER  Creative Data Research, Inc.      7/01/08 13:31:23
                        Enter Damage Inventory

Type choices, press Enter.

Batch User Id . . . . . JEANNINE
Batch Date . . . . . : 7/01/08

Batch Quantity . . . . . 7

Batch Count . . . . . 00001

Current Warehouse . . . . . 1

F3=Exit  F11=Delete Batch

```

4. Press <Enter> when data entry is complete. The Inventory Entry (Damages) screen appears.

```

GSADDFR  DISPLAY Creative Data Research, Inc.      7/01/08 13:32:07
                        Inventory Entry
                        DAMAGES

Batch  W.H.  Typ RSN  Item  Qty  Location  U/M  Count  Qty
JEANNINE 1                                1      7
                        Find Item          Actual  0      0

Type options, press Enter.
2=Edit Record

F3=Exit  F4=Search  F10=Mark Batch For Post
No data to display.

```

5. To add an inventory transaction to the batch, enter data for the following fields as necessary:
 - **Typ** (1,a) - enter *A* (adjustment) for the type code of the first inventory transaction only, and it will be used as the default for those which follow it.
 - **RSN** (1,a) - a reason code. If necessary, press <F4> to select a reason code from the Select Inventory Reasons screen.
 - **Item** (6,n) - an item number. If necessary, select <F4> to select an item number from the Select Item By Description screen.
 - **Qty** (7,n) - a quantity. To remove items from the location, enter a negative quantity by pressing <Field Minus> after entering the number. Note: A letter appears (such as *J*, *K* and *L* when *1*, *2* and *3* are entered, respectively) or a combination of characters appears (such as *I}* when *10* is entered), but it is converted to a negative number when data entry is complete.
 - **Location** (9,a) - enter the *DAMAGE* location code.
 - **U/M** (1,n) - a unit of measure of the item. If the **U/M** field is left blank, the value will default from the item's standard selling unit of measure.

```

GSADDFR      DISPLAY Creative Data Research, Inc.              7/01/08 13:32:07
                Inventory Entry
                DAMAGES
Batch   W.H.   Typ RSN   Item   Qty   Location   U/M   Count   Qty
JEANNINE 1     A   D    616600   7   DAMAGE     2     1     7
                Find Item                Actual   0     0

Type options, press Enter.
2=Edit Record

F3=Exit   F4=Search   F10=Mark Batch For Post
No data to display.

```

Press <Enter> when data entry is complete.

```

GSADDFR      DISPLAY Creative Data Research, Inc.              7/01/08 13:33:21
                Inventory Entry
                DAMAGES
Batch   W.H.   Typ RSN   Item   Qty   Location   U/M   Count   Qty
JEANNINE 1     A   D    616600   7   DAMAGE     2     1     7
                Find Item                Actual   0     0

Type options, press Enter.
2=Edit Record

? Item #           Description                U/M   Qty   Ty RSN Location
  616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA       7     A   D   DAMAGE

F3=Exit   F4=Search   F10=Mark Batch For Post

```

Repeat this step to continue adding transactions.

```

GSADDFR      DISPLAY Creative Data Research, Inc.              7/01/08 13:33:50
                Inventory Entry
                DAMAGES
Batch   W.H.   Typ RSN   Item   Qty   Location   U/M   Count   Qty
JEANNINE 1     A   D    616600   7   DAMAGE     2     1     7
                Find Item                Actual   0     0

Type options, press Enter.
2=Edit Record

? Item #           Description                U/M   Qty   Ty RSN Location
  120200  WINSTON 100 LIGHT                2 CTN    1     A   D   DAMAGE
  616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA       7     A   D   DAMAGE

F3=Exit   F4=Search   F10=Mark Batch For Post

```

- To delete an inventory transaction from the batch, enter 2 (Edit Record) in the selection column next to the item number of the desired transaction line, and press <Enter>. The Edit Records Detail screen appears.

```

GSBZE1R  CHANGE  Creative Data Research, Inc.  7/01/08 13:34:21
                        Edit Record Details

I/C Batch User Id . . . . . : JEANNINE
I/C Batch Line Number . . . . : 2
Replace Existing Item? . . . : N

Type changes, press Enter.

Warehouse Code . . . . . : 1
Item Number . . . . . : 120200 WINSTON 100 LIGHT

Transaction Quantity . . . . : 1
Transaction Unit . . . . . : 2 1-4

Inventory Reason . . . . . : D
Transaction Type . . . . . : A

Transaction Cost . . . . . :
Target Warehouse . . . . . :

F3=Exit  F11=Delete  F12=Key screen

```

Press <F11> (Delete), and press <Enter> when prompted to confirm. The Inventory Entry (Damages) screen appears without the deleted transaction line.

```

GSADDFR  DISPLAY Creative Data Research, Inc.  7/01/08 13:35:16
                        Inventory Entry
                        DAMAGES
Batch    W.H.   Typ RSN  Item   Qty   Location  U/M  Count  Qty
JEANNINE 1     A  D      Item   Qty   DAMAGE   2    1    7
                        Find Item      Actual    0    0

Type options, press Enter.
2=Edit Record

? Item #      Description                U/M    Qty  Ty RSN Location
616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA      7    A  D  DAMAGE

F3=Exit  F4=Search  F10=Mark Batch For Post

```

7. Press <F10> (Mark Batch For Post) when data entry is complete. The Inventory Entry (Damages) screen is redisplayed with values for the **Actual Count** and **Actual Qty** fields.

```

GSADDFR  DISPLAY Creative Data Research, Inc.  7/01/08 13:35:32
                        Inventory Entry
                        DAMAGES
Batch    W.H.   Typ RSN  Item   Qty   Location  U/M  Count  Qty
JEANNINE 1     A  D      Item   Qty   DAMAGE   2    1    7
                        Find Item      Actual    1    7

Type options, press Enter.
2=Edit Record

? Item #      Description                U/M    Qty  Ty RSN Location
616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA      7    A  D  DAMAGE

F3=Exit  F4=Search  F10=Mark Batch For Post

```

The *I/C Batch record is not balanced* message appears (and the damaged inventory batch cannot be posted) if the values of the **Actual Count** and **Actual Qty** fields are not identical to the values of the **Count** and **Qty** fields, respectively.

If necessary, users can change the values of the **Count** and **Qty** fields, press <Enter>, and press <F10> to post the batch.

8. Press <F3> (Exit). The Enter Damage Inventory screen appears.

CVCPXVR	ENTER	Creative Data Research, Inc.	7/01/08 13:36:02
Enter Damage Inventory			
Type choices, press Enter.			
Batch User Id	JEANNINE		
Batch Date	7/01/08		
Batch Quantity	7		
Batch Count	1		
Current Warehouse	1		
F3=Exit F11=Delete Batch			
CONFIRM: Y (Y/N)			

9. To post the batch, press <Enter> when prompted to confirm. The Work With Inventory Batch screen appears, and the Damage Posting Report prints (see below).

Damage Posting Report

Creative Data Research, Inc.													Damage Posting Report			JEANNINE		CVCYFFR		7/01/08 13:36:02		Page		1	
Batch ID JEANNINE Warehouse 1													MAIN WAREHOUSE												
Line No.		Item		Description		Location		Ty		Rsn		Qty		U/M		Before Balance		New Balance		Net Cost		Net Cost Value Chng			
1		616600		HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ		DAMAGE		A		D		7		EA		5-		2		1.450		10.150			
Total Adjustments :													U/M 2		7		Total Value		10.150		-----				
Total Recounts :																									
** END OF REPORT **																									

Working With Inter-Company Transfers

The Inter-Company Transfers application is used, with a DAC purchase order, to process the transfer of inventory from one warehouse to another warehouse.

Unlike using the transfer inventory transactions described above, inter-company transactions can be interfaced to DAC General Ledger. Refer to Working With General Ledger Interface of the General Ledger document for additional information.

To get started, use the Work With Vendors application to add a vendor record to represent each warehouse from which inventory will be transferred. Refer to the Vendors document for information about the **Vendor Type** and **W.H.** fields of the vendor record.

At the receiving warehouse:

Step 1: Use the Work With Purchase Orders application to create a purchase order (PO) containing the items to be transferred from the “sending” warehouse. If an item’s unit of measure (U/M) other than the standard buying U/M will be transferred, enter it in the **U/M** field.

The code entered for **Warehouse** field on the Purchase Order Entry/Updt screen should be the warehouse code of the “receiving” warehouse. The code entered for the **Vendor** field should be the vendor code representing the “sending” warehouse.

Step 2: When the PO is complete, use P (Print) on the Work With Purchase Orders screen to print it, and press <F3> to complete the printing process.

Step 3: Use I (InterComp) on the Work With Purchase Orders screen to mark the PO for transfer.

At the sending warehouse:

Use the Work With Inter-Company Transfers application as described below to pick the inventory.

At the receiving warehouse:

Use the Work With Purchase Orders application to receive the inventory.

Refer to the Purchasing document for step-by-step instructions about using the Work With Purchase Orders application.

```

User: JEANNINE          Menu: DACCV1          Date: 8/02/12
=====
> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||
||||||| MAIN OPERATIONS MENU |||||
=====
|||||||
THE  || 1. File Maintenance Menu
DAC  || 2. Accounts Receivable
SYSTEM || 3. Billing System
||||||| 4. Inventory System
||||||| 5. Purchasing System
||||||| 6. Reports Menu
||||||| 7. Truck Scheduling
||||||| 8. Closing Procedures
||||||| 9. Integration
||||||| 10. Other Functions Menu
||||||| 11. Accounts Payable
||||||| 12. General Ledger
||||||| 90. Sign Off
=====
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==>

```

1. Select option 4 (Inventory System) from the Main Operations Menu screen. The Inventory Menu screen appears.

```

User: JEANNINE          Menu: IVCV1          Date: 2/19/09
=====
> I N V E N T O R Y   M E N U <=====
|||||||
THE  || 1. Inventory Control
DAC  || 2. Physical Inventory
SYSTEM || 3. Warehouse Management
||||||| 4. Returns Management
|||||||
=====
M E N U   C A L L S
19.      20. Purchasing      21.
22.      23. Dac Main Menu   90. Sign Off
=====
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==>

```

2. Select option 1 (Inventory Control) from the Inventory Menu screen. The Inventory Control screen appears.

```

User: JEANNINE          Menu: ICCV1          Date: 8/02/12
=====
> I N V E N T O R Y   C O N T R O L <=====
|||||||
THE  || 1. Inventory Batch Entry
DAC  || 2. Edit Inventory Adj. Reasons
SYSTEM || 3. Display Item Inventory Transactions
||||||| 4. Damaged Inventory Batch Entry
||||||| 5. Work with Item Each/Case Links
||||||| 6. Work with Inter-Company Transfers
||||||| 7. Display Inventory Snapshot
=====
M E N U   C A L L S
19 Inventory      20      21 Inventory Reports
22 Purchasing     23 Dac Main Menu  90 Sign Off
=====
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==>

```

3. Select option 6 (Work With Inter-Company Transfers) from the Inventory Control screen. The Work With Inventory Batch screen appears with the inter-company transfer batch records for the user's default warehouse.

```

GSW8DFR   DISPLAY Creative Data Research           2/19/09  9:19:53
                                Work With Inventory Batch
Batch   Sts Date                                W.H.
                                I N T E R - C O M P A N Y   T R A N S F E R   3

Type options, press Enter.
2=Edit  P=Print  D=Delete

?   Batch   Date   Batch Line  Current Trans  Transfer To W.H.
    Qty     Count  W.H.    W.H.
E 001321   2/19/09   21    4    3        1    MAIN WAREHOUSE

F2=Chg W.H. F3=Exit  F6=Print Batch List  F10=Create Batch

```

The number of an inter-company transfer batch will duplicate the number of the purchase order used to create the batch.

If necessary, use <F2> (Chg W.H.) to change the value of the **W.H.** field, and display batches created for a different warehouse.

- To print the pick document, enter P (Print) in the selection column next to the desired batch, and press <Enter>. The *E* status of the batch changes to *P*, and the Warehouse Transfer Form is printed.

Warehouse Transfer Form

```

Creative Data Research           Warehouse Transfer Form           JEANNINE   GSB4PFR   2/19/09  9:19:53 Page   1

Batch 001321   Date  2/19/09

From Warehouse 3           WAREHOUSE 3           Target Warehouse 1           MAIN WAREHOUSE

Location      Qty      U/M Item      Line      Description      Pack      UPC      Cost      Extended
              Number      No.
              5      BOX 137516      1 BANANA NUT MINI MUFFIN 12 0.00      0.00      37516      1.680      8.40
              5      LB* 651693      2 BL PROVOLONE SMOKED #      0.00 OZ      16938      1.750      8.75
              5      EA 104609      3 BRIM 12 CUP BOWL      0.00      0.00      102387      3.250      16.25
              6      CSE 999918      4 DIXIE NAPKINS      500 CNT      045289000075      22.000      132.00

Final totals      21      Cigarette Total                        Total Amount      165.40

** END OF REPORT **

```



```

GSW8DFR      DISPLAY Creative Data Research      2/19/09  9:47:34
                      Work With Inventory Batch

Batch  Sts Date      I N T E R - C O M P A N Y   T R A N S F E R      W.H.
                                     3

Type options, press Enter.
2=Edit P=Print D=Delete

?  Batch      Date      Batch Line  Current Trans  Transfer To W.H.
    Qty      Count      W.H.    W.H.
P 001321      2/19/09      21      4 3      1      MAIN WAREHOUSE

F2=Chg W.H. F3=Exit F6=Print Batch List F10=Create Batch

```

5. After picking, enter 2 (Edit) in the selection column next to the batch, and press <Enter>. The Inventory Entry screen appears.

```

GSADDFR      DISPLAY Creative Data Research      2/19/09 10:15:59
                      Inventory Entry

Batch  W.H.  Typ RSN  Item  Qty  Location  U/M  Count  Qty
001321  3      T              Find Item          Actual    0      0

Type options, press Enter.
2=Edit Record

? Item #      Description              U/M  Qty  Ty RSN Location
999918 DIXIE NAPKINS  500 CNT          3 CSE    6  T
104609 BRIM 12 CUP BOWL          0.00  2 EA    5  T
651693 BL PROVOLONE SMOKED #          2 LB*   5  T
137516 BANANA NUT MINI MUFFIN 12 0.00  2 BOX    5  T

F3=Exit F4=Search F10=Mark Batch For Post

```

6. If necessary, a transaction quantity can be changed by entering the quantity for the Qty field, pressing <Field Plus>, and pressing <Enter>.

```

GSADDFR      DISPLAY Creative Data Research      2/19/09 10:17:05
                      Inventory Entry

Batch  W.H.  Typ RSN  Item  Qty  Location  U/M  Count  Qty
001321  3      T              Find Item          Actual    0      0

Type options, press Enter.
2=Edit Record

? Item #      Description              U/M  Qty  Ty RSN Location
999918 DIXIE NAPKINS  500 CNT          3 CSE    5  T
104609 BRIM 12 CUP BOWL          0.00  2 EA    5  T
651693 BL PROVOLONE SMOKED #          2 LB*   5  T
137516 BANANA NUT MINI MUFFIN 12 0.00  2 BOX    5  T

F3=Exit F4=Search F10=Mark Batch For Post

```

7. If necessary, the **Item**, **Qty** and **U/M**, fields can be used (as illustrated below) to add items to the inter-company transfer batch.

```

GSADDFR      DISPLAY Creative Data Research      2/19/09 10:39:59
                  Inventory Entry

Batch      W.H.      Typ RSN      Item      Qty      Location      U/M      Count      Qty
001321      3          T          999918      4          1          4          21
                  Find Item          Actual      0          0

Type options, press Enter.
2=Edit Record

? Item #      Description          U/M      Qty      Ty RSN Location
999918 DIXIE NAPKINS      500 CNT      3 CSE      5      T
104609 BRIM 12 CUP BOWL      0.00      2 EA      5      T
651693 BL PROVOLONE SMOKED #      2 LB*      5      T
137516 BANANA NUT MINI MUFFIN 12 0.00      2 BOX      5      T

F3=Exit      F4=Search      F10=Mark Batch For Post

```

Press <Enter> to add the item to the batch.

```

GSADDFR      DISPLAY Creative Data Research      2/19/09 10:52:43
                  Inventory Entry

Batch      W.H.      Typ RSN      Item      Qty      Location      U/M      Count      Qty
001321      3          T          999918      4          1          4          21
                  Find Item          Actual      0          0

Type options, press Enter.
2=Edit Record

? Item #      Description          U/M      Qty      Ty RSN Location
999918 DIXIE NAPKINS      500 CNT      1 EA      4      T
999918 DIXIE NAPKINS      500 CNT      3 CSE      5      T
104609 BRIM 12 CUP BOWL      0.00      2 EA      5      T
651693 BL PROVOLONE SMOKED #      2 LB*      5      T
137516 BANANA NUT MINI MUFFIN 12 0.00      2 BOX      5      T

F3=Exit      F4=Search      F10=Mark Batch For Post

```

8. To delete an item from the batch, enter 2 (Edit) in the selection column next to the item, and press <Enter>. The Edit Record Details screen appears.

```

GSBZE1R      CHANGE Creative Data Research      2/19/09 12:23:03
                  Edit Record Details

I/C Batch User Id . . . . . : 001321
I/C Batch Line Number . . . . : 2

Type changes, press Enter.

Warehouse Code . . . . . : 3
Item Number . . . . . : 651693 BL PROVOLONE SMOKED #
Location . . . . .
Transaction Quantity . . . . : 5
Transaction Unit . . . . . : 2 1-4

Inventory Reason . . . . .
Transaction Type . . . . . : T

Transaction Cost . . . . . : 1.750
Target Warehouse . . . . . : 1

F3=Exit      F11=Delete      F12=Key screen

```

Press <F11> (Delete), and press <Enter> to confirm. The Inventory Entry screen appears without the deleted item.

```

GSADDFR      DISPLAY Creative Data Research      2/19/09 12:25:09
              Inventory Entry

Batch    W.H.    Typ RSN  Item    Qty    Location  U/M  Count  Qty
001321   3       T              Find Item          Actual    0    0

Type options, press Enter.
2=Edit Record

? Item #      Description              U/M    Qty  Ty RSN Location
999918 DIXIE NAPKINS    500 CNT          1 EA    4  T
999918 DIXIE NAPKINS    500 CNT          3 CSE   5  T
104609 BRIM 12 CUP BOWL          0.00    2 EA    5  T
137516 BANANA NUT MINI MUFFIN 12 0.00    2 BOX   5  T

F3=Exit  F4=Search  F10=Mark Batch For Post

```

9. If necessary, change the control totals for the **Count** and **Qty** fields and press <Enter> before pressing <F10> (Mark Batch For Post).

When the *Continue to post batch (Y/N)?* message appears, enter *Y* and press <Enter>.

```

GSADDFR      DISPLAY Creative Data Research      2/19/09 12:57:24
              Inventory Entry

Batch    W.H.    Typ RSN  Item    Qty    Location  U/M  Count  Qty
001321   3       T              Find Item          Actual    4    19

Type options, press Enter.
2=Edit Record

? Item #      Description              U/M    Qty  Ty RSN Location
999918 DIXIE NAPKINS    500 CNT          1 EA    4  T
999918 DIXIE NAPKINS    500 CNT          3 CSE   5  T
104609 BRIM 12 CUP BOWL          0.00    2 EA    5  T
137516 BANANA NUT MINI MUFFIN 12 0.00    2 BOX   5  T

F3=Exit  F4=Search  F10=Mark Batch For Post

```

10. Press <F3> (Exit). The Work With Inventory Batch screen appears, and the I/C Batch Posting Report is printed (see below).

```

GSW8DFR      DISPLAY Creative Data Research      2/19/09 14:02:12
              Work With Inventory Batch

Batch    Sts Date              I N T E R - C O M P A N Y   T R A N S F E R      W.H.
                                           3

Type options, press Enter.
2=Edit  P=Print  D=Delete

?  Batch    Date    Batch  Line  Current Trans  Transfer To W.H.
   Qty      Count  W.H.   W.H.
T 001321   2/19/09    21    5  3    1    MAIN WAREHOUSE

F2=Chg W.H. F3=Exit  F6=Print Batch List  F10=Create Batch

```

I/C Batch Posting Report

Creative Data Research			I/C Batch Posting Report			JEANNINE		DSIFFFR		2/19/09 14:02:10		Page	1
Batch ID 001321		Warehouse 3		WAREHOUSE 3		Transfer to Warehouse 1				MAIN WAREHOUSE			
Item Number	Description		UPC Number	Ty	Rsn	Quantity	U/M	Before Balance	New Balance	New Cost	Net Cost Value Chng	Line No.	
137516	BANANA NUT MINI MUFFIN 12	0.00	37516	T		5	BOX	15	10	1.680	8.400	1	
104609	BRIM 12 CUP BOWL	0.00	102387	T		5	EA	15	10	3.250	16.250	3	
999918	DIXIE NAPKINS 500 CNT		045289000075	T		5	CSE	15	10	22.000	110.000	4	
999918	DIXIE NAPKINS 500 CNT		19999188888	T		4	EA	4		1.830	7.320	6	
Total Receipts :									Total Value		141.970		
Total Adjustments :									-----				
Total Recounts :													
Total Transfers : U/M 1 4 U/M 2 10 U/M 3 5													
** END OF REPORT **													

Working With Vendor Returns

The Damaged Inventory Batch Entry application is used to process the return of a vendor's items by adjusting the on-hand quantities of the items in the *DAMAGE* location, and automatically creating an A/P invoice batch for posting when Accounts Payable is used. Refer to Working With Vendor Invoices of the Accounts Payable document for additional information.

```
User: JEANNINE          Menu: ICCV1          Date: 9/30/09

=====> INVENTORY CONTROL <=====
=====
|||||||      1. Inventory Batch Entry
THE  ||      2. Edit Inventory Adj. Reasons
DAC  ||      3. Display Item Inventory Transactions
SYSTEM ||    4. Damaged Inventory Batch Entry
|||||||      5. Work with Item Each/Case Links
|||          6. Work with Inter-Company Transfers
|||          7. Display Inventory Snapshot

                                M E N U   C A L L S
19 Inventory          20              21 Inventory Reports
22 Purchasing        23 Dac Main Menu  90 Sign Off
=====
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==>
```

1. Select option 4 (Damaged Inventory Batch Entry) from the Inventory Control screen. The Work With Inventory Batch screen appears.

```
GSW8DFR  DISPLAY CDR Customer Conference  9/30/09  7:06:26
                                Work With Inventory Batch

Batch  Sts Date                                W.H.
                                D A M A G E D   I N V E N T O R Y
                                1

Type options, press Enter.
2=Edit  P=Print  D=Delete

F2=Chg W.H.  F3=Exit  F6=Print Batch List  F10=Create Batch
No data to display.
```

2. Press <F10> (Create Batch). The Enter Damage Inventory screen appears.

CVCXPVR	ENTER	CDR Customer Conference	9/30/09 7:32:33
Enter Damage Inventory			
Type choices, press Enter.			
Batch User Id	000579		
Batch Date	9/30/09		
Batch Quantity			
Batch Count			
Current Warehouse	1		
Vendor Number			
F3=Exit F10=Vendor Returns F11=Delete Batch			

- Enter the warehouse code for the **Current Warehouse** (6,a) field.
- Enter the the vendor code of the vendor to which the item's will be returned for the **Vendor Number** (6,a) field, and press <F10> (Vendor Returns). The Inventory Entry (Damages) screen appears with the vendor's items that currently exist in the DAMAGE location.

GSADDFR	DISPLAY	CDR Customer Conference	9/30/09 7:32:56
Inventory Entry			
DAMAGES			
Batch	W.H.	Typ RSN	Item Qty Location U/M Count Qty
000579	1	A A	0 0 2 EA 20- A A DAMAGE
Find Item Actual 0 0			
Type options, press Enter.			
2=Edit Record			
? Item #	Description	U/M	Qty Ty RSN Location
616600	HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ	2 EA	20- A A DAMAGE
418950	HERSHEY ALMOND 36CT	2 BOX	6- A A DAMAGE
403078	HERSHEY NUGGET ASSORTED	2 CS	1- A A DAMAGE
F3=Exit F4=Search F5=Prestamp Search F10=Mark Batch For Post			

- If necessary, use 2=Edit to edit or delete an inventory transaction to the batch.
- To change a return quantity, enter the quantity in the **Qty** field, press <Field Minus>, and press <Enter>.

GSADDFR	DISPLAY	CDR Customer Conference	9/30/09 7:33:57
Inventory Entry			
DAMAGES			
Batch	W.H.	Typ RSN	Item Qty Location U/M Count Qty
000579	1	A A	0 0 2 EA 20- A A DAMAGE
Find Item Actual 0 0			
Type options, press Enter.			
2=Edit Record			
? Item #	Description	U/M	Qty Ty RSN Location
616600	HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ	2 EA	20- A A DAMAGE
418950	HERSHEY ALMOND 36CT	2 BOX	5- A A DAMAGE
F3=Exit F4=Search F5=Prestamp Search F10=Mark Batch For Post			

7. Press <F10> (Mark Batch For Post) when data entry is complete. The Inventory Entry (Damages) screen is redisplayed with values for the **Actual Count** and **Actual Qty** fields.

```

GSADDFR      DISPLAY CDR Customer Conference          9/30/09  7:34:42
                        Inventory Entry
                        DAMAGES
Batch      W.H.      Typ RSN  Item      Qty      Location  U/M  Count  Qty
000579      1          A   A           0           Find Item  Actual    2    25-

Type options, press Enter.
2=Edit Record

? Item #      Description                      U/M      Qty  Ty RSN Location
616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA      20-  A  A  DAMAGE
418950  HERSHEY ALMOND 36CT                2 BOX      5-  A  A  DAMAGE

F3=Exit F4=Search F5=Prestamp Search  F10=Mark Batch For Post
I/C Batch record is not balanced.

```

The *I/C Batch record is not balanced* message appears (and the damaged inventory batch cannot be posted) until values of the **Count** and **Qty** fields are entered to match the values of the **Actual Count** and **Actual Qty** fields.

8. Enter the value for the the **Count** field using <Field Plus> and the value of the **Qty** field using <Field Minus>.

```

GSADDFR      DISPLAY CDR Customer Conference          9/30/09  7:35:2
                        Inventory Entry
                        DAMAGES
Batch      W.H.      Typ RSN  Item      Qty      Location  U/M  Count  Qty
000579      1          A   A           0           Find Item  Actual    2    2N
                                           Actual    2    25-

Type options, press Enter.
2=Edit Record

? Item #      Description                      U/M      Qty  Ty RSN Location
616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA      20-  A  A  DAMAGE
418950  HERSHEY ALMOND 36CT                2 BOX      5-  A  A  DAMAGE

F3=Exit F4=Search F5=Prestamp Search  F10=Mark Batch For Post

```

9. Press <Enter> to convert the value of the **Qty** field.

```

GSADDFR      DISPLAY CDR Customer Conference          9/30/09  7:36:31
                        Inventory Entry
                        DAMAGES
Batch      W.H.      Typ RSN  Item      Qty      Location  U/M  Count  Qty
000579      1          A   A           0           Find Item  Actual    2    25-
                                           Actual    2    25-

Type options, press Enter.
2=Edit Record

? Item #      Description                      U/M      Qty  Ty RSN Location
616600  HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ 2 EA      20-  A  A  DAMAGE
418950  HERSHEY ALMOND 36CT                2 BOX      5-  A  A  DAMAGE

F3=Exit F4=Search F5=Prestamp Search  F10=Mark Batch For Post

```

10. Press <F10> (Mark Batch For Post).

11. Press <F3> (Exit). The Enter Damage Inventory screen appears.

CVCXPVR	ENTER	CDR Customer Conference	9/30/09	7:42:33
Enter Damage Inventory				
Type choices, press Enter.				
Batch User Id	:	000579		
Batch Date	:	9/30/09		
Batch Quantity	:	25		
Batch Count	:	2		
Current Warehouse	:	1		
Vendor Number	:	HER001	HERSHEY CHOCOLATE	
F3=Exit F10=Vendor Returns F11=Delete Batch				
CONFIRM: Y (Y/N)				

12. Press <Enter> when prompted to confirm. The Work With Inventory Batch screen appears, the Damage Posting Report prints (see below), and an A/P voucher with reference to the inventory batch number is created in an A/P invoice batch.

Damage Posting Report

CDR Customer Conference			Damage Posting Report			JEANNINE		CVCYPFR		9/30/09		7:47:07		Page		1	
Batch ID 000579			Warehouse 1			MAIN WAREHOUSE			Vendor HER001 HERSHEY CHOCOLATE								
Line Item		Description		Location		Ty Rsn		Qty		U/M Before		New		Net		Net Cost	
										Balance		Balance		Cost		Value Chng	
No.																	
2		418950 HERSHEY ALMOND 36CT		DAMAGE		A A		5- BOX		6		1		13.030		65.150-	
3		616600 HERSHEY CHOCOLATE SYRUP BOTTLE 24OZ DAMAGE		DAMAGE		A A		20- EA		20				1.440		28.800-	
												Total Value				93.950-	
Total Adjustments :				U/M 2		25-		-----									
Total Receipts :																	
** END OF REPORT **																	

Working With Replenishment

The Replenishment applications are used with the RF Warehouse System optional module to maintain the inventory quantities of an item's picking and backstock locations.

Before the initial data entry for replenishment begins, enter **YES* for the value of the **Replenishment Active** field of the SYS009 (Inventory Options) default system option. Refer to the DAC Default System Options document for additional information.

To prepare for using replenishment, all the necessary picking and backstock locations must be added. Refer to Adding Picking and Backstock Locations below.

Immediately prior to using replenishment:

- The Inventory Batch Entry application is used to enter the initial inventory quantities of the picking locations. Refer to Entering Picking Location Quantities below for additional information.
- The RF Stock Putaway application is used to enter the initial inventory quantities of the backstock locations. Refer to the RF Warehousing System document for additional information.

To successfully use replenishment, users must consistently implement the following procedures:

- Use the Restock List to move product from backstock locations to picking locations. Refer to Printing A Restock List below.
- Use the Work With Replenishment Requests application to automatically adjust the quantities of the locations after moving the product. Refer to Working With Replenishment Requests below.
- Use the RF Stock Putaway application to update picking and backstock locations after product is received. Refer to the RF Warehousing System document for additional information.
- Print the Received Not Putaway report to confirm that the RF Stock Putaway application was used for all the items received using RF. Refer to Printing A Received Not Putaway Report below.

Adding Picking and Backstock Locations

A single fixed pick location (type *1*) record, as illustrated below, must be added for each item. Refer to Adding Location Records for additional information.

DSEDE1R	CHANGE	CDR Customer	Conference	10/21/13	8:46:54
Edit Location					
Warehouse Code	1	MAIN WAREHOUSE			
Warehouse Location . . :	P4020	Pick Location	Stamp-Type		
Item Number...: 500028 LAFY TAFY BANANA ROPE					
Location Type : 1 Fixed Pick	Current Unit 2 BOX		Juris. Test		
Pick Region . B1	Sequence	Pick Document I.D. A	Inventory Status .		
Height (In.)	Width (In.)	Depth (In.)	Cubic Ft	.00	
Aisle.....:	Column.....:	Level.....:	Weight Lmt.		
Warehouse Area	4	Code Date	Control Number		
Max Capacity	60	Replenish Level/ Unit	40 3	Qty On Hand	
Check Digit .	95	Manual Check Digit?	(Y/N)		
Transfer In Date . . . :			Transfer Out Date . . . :		
Transfer In Quantity :			Transfer Out Quantity :		
Transfer In Time . . . : 0:00:00			Transfer Out Time . . . : 0:00:00		
Transfer From Location			Transfer To Location :		
Physical Inventory Date			Last Inventory Item . . :		
Last Physical Quantity					
F3=Exit					

Data must be entered for the following fields of a picking location to be replenished:

- **Max Capacity** (5,n) - the maximum quantity of the item at the receiving unit of measure that can be stored at the location.
- **Replenish Level** (7,n) - the minimum quantity of the item, also at the receiving unit of measure, which must be reached before replenishment of the item stored at this location can occur.
- **Unit** (1,n) - the receiving unit of measure.

At least one backstock location record must be added for each item. Typically the mixed regular type (5) is used, as illustrated below, to store a variety of items in one backstock location. When adding a backstock location, the item's receiving unit of measure must be entered for the **Current Unit** field.

DSEDE1R	CHANGE	CDR Customer	Conference	10/21/13	9:35:24
Edit Location					
Warehouse Code	1	MAIN WAREHOUSE			
Warehouse Location . . :	R4000	Mixed backstock	Stamp-Type		
Item Number...:					
Location Type : 5 Mixed Regular	Current Unit 3		Juris. Test		
Pick Region . BS	Sequence	Pick Document I.D. A	Inventory Status .		
Height (In.)	Width (In.)	Depth (In.)	Cubic Ft	.00	
Aisle.....:	Column.....:	Level.....:	Weight Lmt.		
Warehouse Area	4	Code Date	Control Number		
Max Capacity		Replenish Level/ Unit	3	Qty On Hand	
Check Digit .	13	Manual Check Digit?	(Y/N)		
Transfer In Date . . . :			Transfer Out Date . . . :		
Transfer In Quantity :			Transfer Out Quantity :		
Transfer In Time . . . : 0:00:00			Transfer Out Time . . . : 0:00:00		
Transfer From Location			Transfer To Location :		
Physical Inventory Date			Last Inventory Item . . :		
Last Physical Quantity					
F3=Exit					

If needed, more than one backstock location can be added for an item.

Entering Picking Location Quantities

After all the necessary picking locations are added, location inventory transactions are used to enter the initial inventory quantities of the locations.

Refer to the RF Warehouse System document for information about using RF Stock Putaway to enter inventory quantities for the backstock locations.

```
User: JEANNINE          Menu: ICCV1          Date: 10/21/13

=====> I N V E N T O R Y   C O N T R O L <=====
=====
|||||      1. Inventory Batch Entry
THE  ||      2. Edit Inventory Adj. Reasons
DAC  ||      3. Display Item Inventory Transactions
SYSTEM ||      4. Damaged Inventory Batch Entry
|||||      5. Work with Item Each/Case Links
|||        6. Work with Inter-Company Transfers
|||        7. Display Inventory Snapshot

                                M E N U   C A L L S

19 Inventory          20              21 Inventory Reports
22 Purchasing        23 Dac Main Menu  90 Sign Off
=====
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===>
```

1. Select option 1 (Inventory Batch Entry) from the Inventory Control screen. The Work With Inventory Batch screen appears.

```
GSW8DFR  DISPLAY CDR Customer Conference  10/21/13 10:52:58
                                Work With Inventory Batch
Batch  Sts Date                                     W.H.
-----
Type options, press Enter.
2=Edit  P=Print  D=Delete  6=Un-Stamped Report

F2=Chg W.H.  F3=Exit  F6=Print Batch List  F10=Create Batch
```

2. Press <F10> (Create Batch). The Inventory Batch Entry screen appears.

DSHAETR CHANGE CDR Customer Conference				10/21/13 10:54:11			
Inventory Batch Entry							
Batch Id	Batch Date	Current Warehouse					
001017	10/21/13	1 MAIN WAREHOUSE	Actual				
Transfer To Warehouse		Batch Quantity			0		
		Batch Count . . .			0		
		Default Type			Reason _		

D=Delete request		Z=Zoom					
? Line	Tran Item	Qty	U/M	Location	Cost	Adj.	
	Type Number					Reason	
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit							

3. Enter **L** for the **Default Type** (1,a) field.

4. Enter data for the following fields:

- **Reason** (1,a) - an inventory reason code. If necessary, press <F4> to select a reason code from the Select Inventory Reasons screen.
- **Batch Quantity** (7,n) - the total number of items for which the inventory batch is entered.
- **Batch Count** (5,n) - the number of transactions included in the inventory batch.

If the total number of items or total number of transactions is not known, any values can be entered for the **Batch Quantity** or **Batch Count** fields, as illustrated below, and changed before posting the batch.

5. Press <Enter> when data entry is complete.

DSHAETR CHANGE CDR Customer Conference				10/21/13 11:10:40			
Inventory Batch Entry							
Batch Id	Batch Date	Current Warehouse					
001018	10/21/13	1 MAIN WAREHOUSE	Actual				
Transfer To Warehouse		Batch Quantity	1		0		
		Batch Count . . .	1		0		
		Default Type	L		Reason A		

D=Delete request		Z=Zoom					
? Line	Tran Item	Qty	U/M	Location	Cost	Adj.	
	Type Number					Reason	
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit							

6. Press <F5> (Heads Down Entry), and press <Enter> when prompted to confirm. The Inventory Entry screen appears.

GSADDFR DISPLAY CDR Customer Conference 10/21/13 11:13:08						
Inventory Entry						
Batch	W.H.	Typ	RSN	Item	Qty	Location U/M
001018	1	L	A	_____	_____	_____ -
				Find Item	_____	
Type options, press Enter.						
2=Edit Record						
F3=Exit F4=Search F5=Prestamp Search F10=Mark Batch For Post						

7. For each picking location, enter data for the following fields:
- **Item** (6,n) - the number of the item picked from the location.
 - **Qty** (7,n) - the inventory quantity at the location.
 - **Location** (9,a) - the location's code.

GSADDFR DISPLAY CDR Customer Conference 10/21/13 11:48:07						
Inventory Entry						
Batch	W.H.	Typ	RSN	Item	Qty	Location U/M
001018	1	L	A	500028	86	P4020 -
				Find Item	_____	
Type options, press Enter.						
2=Edit Record						
F3=Exit F4=Search F5=Prestamp Search F10=Mark Batch For Post						

Press <Enter> when data entry is complete.

GSADDFR DISPLAY CDR Customer Conference 10/21/13 11:54:14																				
Inventory Entry																				
Batch	W.H.	Typ	RSN	Item	Qty	Location U/M														
001018	1	L	A	_____	_____	_____ -														
				Find Item	_____															
Type options, press Enter.																				
2=Edit Record																				
<table border="0"> <tr> <td>? Item #</td> <td>Description</td> <td>U/M</td> <td>Qty</td> <td>Ty</td> <td>RSN</td> <td>Location</td> </tr> <tr> <td>_ 500028</td> <td>LAFFY TAFFY BANANA ROPE</td> <td>2 BOX</td> <td>86</td> <td>_</td> <td>L A</td> <td>P4020</td> </tr> </table>							? Item #	Description	U/M	Qty	Ty	RSN	Location	_ 500028	LAFFY TAFFY BANANA ROPE	2 BOX	86	_	L A	P4020
? Item #	Description	U/M	Qty	Ty	RSN	Location														
_ 500028	LAFFY TAFFY BANANA ROPE	2 BOX	86	_	L A	P4020														
F3=Exit F4=Search F5=Prestamp Search F10=Mark Batch For Post																				

Repeat this step to continue adding location inventory transactions.

```

GSADDFR      DISPLAY CDR Customer Conference      10/21/13 12:04:49
                                Inventory Entry

Batch      W.H.      Typ RSN      Item      Qty      Location      U/M
001018      1          L   A          _____
                                Find Item _____

Type options, press Enter.
2=Edit Record

? Item #      Description      U/M      Qty      Ty RSN Location
- 500030 LAFFY TAFFY CHERRY ROPE      2 BOX      68      L A P4050
- 500037 LAFFY TAFFY CHERRY JAR      2 JAR      389      L A P4040
- 500029 LAFFY TAFFY BLUE RASPBERRY ROPE      2 BOX      78      L A P4030
- 500028 LAFFY TAFFY BANANA ROPE      2 BOX      86      L A P4020

F3=Exit F4=Search F5=Prestamp Search F10=Mark Batch For Post

```

8. To edit the inventory quantity of a transaction, enter the correct quantity for the **Qty** field of the Inventory Entry screen. If necessary, use the **Find Item** field at the top of the screen to locate the transaction.

The 2=Edit Record option can be used to delete a transaction if its location code was entered incorrectly. Refer to Adding An Inventory Batch above for additional information.

9. When data entry is complete, press <F10> (Mark Batch For Post) and <F3> (Exit). The Inventory Batch Entry screen appears with values under the **Actual** heading.

```

DSHAETR          CHANGE      CDR Customer Conference                               10/21/13 12:40:21
                                     Inventory Batch Entry
Batch Id  Batch Date  Current Warehouse
001018      10/21/13      1 MAIN WAREHOUSE
Transfer To Warehouse      Batch Quantity      1      Actual      621
                           Batch Count      1      4
                           Default Type      L      Reason A
-----
D=Delete request  Z=Zoom
? Line  Tran  Item      Qty  U/M      Location      Cost      Adj.
      Type Number
-   1   L   500028      86   2   BOX      P4020      _____  A
      LAFFY TAFFY BANANA ROPE
-   2   L   500029      78   2   BOX      P4030      _____  A
      LAFFY TAFFY BLUE RASPBERRY ROPE
-   3   L   500037      389  2   JAR      P4040      _____  A
      LAFFY TAFFY CHERRY JAR
-   5   L   500030      68   2   BOX      P4050      _____  A
      LAFFY TAFFY CHERRY ROPE
-   -   -   -   -   -   -   -   -
F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit

```

An inventory batch cannot be posted unless the values of the **Batch Quantity** and **Batch Count** fields are identical to the values appearing under the **Actual** heading.

10. If necessary, enter the correct values for the following fields, and press <Field Plus> after each:
 - **Batch Quantity** and **Batch Count** fields at the top of the screen.
 - **Qty** field of the necessary location transactions.
11. Press <Enter> when data entry is complete.

DSHAETR		CHANGE		CDR Customer Conference		10/21/13 12:40:21	
Inventory Batch Entry							
Batch Id	Batch Date	Current Warehouse					
001018	10/21/13	1 MAIN WAREHOUSE					
Transfer To Warehouse	Batch Quantity	Batch Count	621		Actual		621
	Default Type		L		Reason		A

D=Delete request Z=Zoom							
? Line	Tran	Item	Qty	U/M	Location	Cost	Adj. Reason
1	L	500028	86	2 BOX	P4020		A
		LAFFY TAFFY BANANA ROPE					
2	L	500029	78	2 BOX	P4030		A
		LAFFY TAFFY BLUE RASPBERRY ROPE					
3	L	500037	389	2 JAR	P4040		A
		LAFFY TAFFY CHERRY JAR					
5	L	500030	68	2 BOX	P4050		A
		LAFFY TAFFY CHERRY ROPE					

F3=Exit F4=Search F5=Heads Down Entry F7=End Entry and Exit F10=Post and Exit							

12. Press <F10> (Post and Exit), and press <Enter> when prompted to confirm. The Work With Inventory Batch screen appears, and the I/C Location Posting Report is printed.

I/C Batch Posting Report

CDR Customer Conference		I/C Location Posting Report		JEANNINE GSRIPFR		10/21/13 13:49:05 Page		1			
User Id 001018	Warehouse 1	MAIN WAREHOUSE	Transfer to Warehouse								
Item Number	Description	UPC Number	Location	Ty	Rsn	Quantity	U/M	Before Item #	Before Balance	New Balance	Line No.
500028	LAFFY TAFFY BANANA ROPE	2800075226	P4020	L	A	86	BOX			86	1
500029	LAFFY TAFFY BLUE RASPBERRY ROPE	2800066677	P4030	L	A	78	BOX			78	2
500037	LAFFY TAFFY CHERRY JAR	2800027960	P4040	L	A	389	JAR			389	3
500030	LAFFY TAFFY CHERRY ROPE	2800092226	P4050	L	A	68	BOX			68	5
Total Adjustments :											
** END OF REPORT **											

Printing A Restock List

The Restock List is used by warehouse personnel to replenish designated picking locations. When printed, this report displays the system-calculated quantities to transfer from the backstock locations, and a corresponding batch of replenishment requests is automatically created. If a Restock List is printed, but none of the items listed are moved, the batch of corresponding replenishment requests must be deleted. Refer to Working With Replenishment Requests for additional information.

When multiple backstock locations appear in the Restock List for a single item (as illustrated in the report sample below), the backstock locations are listed in order with those containing the "oldest" product first. The receiving date or expiration date (which ever is oldest) of the location's items is used to determine this order.

```
User: JEANNINE          Menu: IVCV1          Date: 11/05/13

=====> I N V E N T O R Y   M E N U <=====
=====
|||||||      1. Inventory Control
THE  ||      2. Physical Inventory
DAC  ||      3. Warehouse Management
SYSTEM ||    4. Returns Management
|||||||

                                M E N U   C A L L S
19.                                20. Purchasing          21.
22.                                23. Dac Main Menu       90. Sign Off

=====
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==>
```

1. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

```
User: JEANNINE          Menu: WMCV1          Date: 11/05/13

=====> W A R E H O U S E   M A N A G E M E N T <=====
=====
|||||||      1. Work With Receiving Requests
THE  ||      2. Work With Replenishment Requests
DAC  ||      3. Work With Locations
SYSTEM ||    4. Create Replenishment Requests (Batch)
|||||||      5. Display Warehouse Inventory Moves
                                6. Location Management Tools
                                7. Define Pick Regions
                                8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                    20. Purchasing          21.
22.                               23. Dac Main Menu       90. Sign Off

=====
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==>
```

2. Select option 4 (Create Replenishment Requests-Batch) from the Warehouse Management screen. The Prompt Replenishment Report screen appears.

```

CVYGPVR  ENTER  CDR Customer Conference  11/05/13 13:05:25
Prompt Replenishment Report

Type choices, press Enter.

Warehouse Code . . 1_____ MAIN WAREHOUSE

Area (blank for all) _____

Start Location _____ End Location _____

F3=Exit  F6=Print

```

3. To limit the picking locations to those of a specific warehouse area, enter the warehouse area code for the **Area** (6,a) field.
4. Enter a location coder, or range of codes, for the **Start Location** and **End Location** (9,a) fields.
5. Press <F6> (Print), and press <Enter> to confirm.

Restock List

CDR Customer Conference			Restock List		JEANNINE		GSJBPR		11/06/13 12:45:11			Page	1
Warehouse 1		MAIN WAREHOUSE		Batch Time 12:45:11		Area							
Region B1 GROCERY/CANDY													
Location	Tran	Back Stk	Retail	Item Description	Item	Sell	Buy	Qty	Loc	Max	Min		
	Qty	Location	Pack			Qmult	Qmult	Aval	O.H.				
P4000	4 DD			LAFFY TAFFY APPLE JAR	500033	165	8	696	64	12	9		
4 CSE R4000													

P4010	37 DD			LAFFY TAFFY APPLE ROPE	500027	24	12	759	268	60	40		
10 CSE R4000													
27 CSE R4000													

P4020	4 EE			LAFFY TAFFY BANANA ROPE	500028	24	12	99	50	60	40		
4 CSE R4010													

P4030	8 EE			LAFFY TAFFY BLUE RASPBERRY ROPE	500029	24	12	110	10	60	40		
8 CSE R4010													

P4050	7 EE			LAFFY TAFFY CHERRY ROPE	500030	24	12	96	8	60	40		
7 CSE R4010													

Final totals		Employee _____											
** END OF REPORT **													

The codes appearing next to the Tran Qty column designate the following:

- D - the "daily" transfer of the item is recommended because the minimum quantity of its picking location was reached. Refer to the **Replenishment Level** field of Adding Picking and Backstock Locations for additional information.
- E - the transfer of "everything" is recommended because all available product in the warehouse will not exceed the maximum capacity of the picking location. Refer to the **Max Capacity** field of Adding Picking and Backstock Locations for additional information.

Refer to Working With Replenishment Requests for information about using the corresponding batch of replenishment requests to update the DAC location records.

Working With Replenishment Requests

After the Restock List is used to move product from backstock locations to picking locations in the warehouse, the Work With Replenishment Requests application is used to update the DAC location records. The application is also used to delete the batch of corresponding replenishment requests if a Restock List is printed, but none of the items are moved.

```
User: JEANNINE          Menu: IVCV1          Date: 11/07/13

===== > I N V E N T O R Y   M E N U < =====
|||||||
THE    ||          1. Inventory Control
DAC    ||          2. Physical Inventory
SYSTEM ||          3. Warehouse Management
|||||||          4. Returns Management

                                M E N U   C A L L S
19.                                20. Purchasing          21.
22.                                23. Dac Main Menu       90. Sign Off
=====
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==>
```

1. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

```
User: JEANNINE          Menu: WMCV1          Date: 11/07/13

===== > W A R E H O U S E   M A N A G E M E N T < =====
|||||||
THE    ||          1. Work With Receiving Requests
DAC    ||          2. Work With Replenishment Requests
SYSTEM ||          3. Work With Locations
|||||||          4. Create Replenishment Requests (Batch)
                                5. Display Warehouse Inventory Moves
                                6. Location Management Tools
                                7. Define Pick Regions
                                8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                    20. Purchasing          21.
22.                               23. Dac Main Menu       90. Sign Off
=====
COPYRIGHT @1992-2004@ Creative Data Research, Inc.

==>
```

2. Select option 2 (Work With Replenishment Requests) from the Warehouse Management screen. The Work With Replenishment screen appears.

CVXZDFR DISPLAY CDR Customer Conference 11/07/13 7:56:16						
Work With Replenishment						
Location	Item	Date	Resolved	U/M	Time	W.H.
	Number		Status			
			-	-	0:00:00	1
Type options, press Enter.						
U=Undo X=Select request 2=Edit Item						
? To	Transfer	Unit	From		Request	Request
Location	Quantity		Location		Date	Time
- P4000	4	CSE	R4000		11/06/13	12:45:11
	Item: 500033 LAFFY TAFFY APPLE JAR					
- P4010	10	CSE	R4000		11/06/13	12:45:11
	Item: 500027 LAFFY TAFFY APPLE ROPE					
- P4010	27	CSE	R4000		11/06/13	12:45:11
	Item: 500027 LAFFY TAFFY APPLE ROPE					
- P4020	4	CSE	R4010		11/06/13	12:45:11
	Item: 500028 LAFFY TAFFY BANANA ROPE					
- P4030	8	CSE	R4010		11/06/13	12:45:11
	Item: 500029 LAFFY TAFFY BLUE RASPBERRY ROPE					
						+
F3=Exit F4=Search F10=Update Record(s) F11=Remove Batch						

3. Enter the time printed on the Restock List for the **Time** field, press <Field Exit> and press <Enter>.

CVXZDFR DISPLAY CDR Customer Conference 11/07/13 7:56:16						
Work With Replenishment						
Location	Item	Date	Resolved	U/M	Time	W.H.
	Number		Status			
			-	-	12:45:11	1
Type options, press Enter.						
U=Undo X=Select request 2=Edit Item						
? To	Transfer	Unit	From		Request	Request
Location	Quantity		Location		Date	Time
- P4000	4	CSE	R4000		11/06/13	12:45:11
	Item: 500033 LAFFY TAFFY APPLE JAR					
- P4010	10	CSE	R4000		11/06/13	12:45:11
	Item: 500027 LAFFY TAFFY APPLE ROPE					
- P4010	27	CSE	R4000		11/06/13	12:45:11
	Item: 500027 LAFFY TAFFY APPLE ROPE					
- P4020	4	CSE	R4010		11/06/13	12:45:11
	Item: 500028 LAFFY TAFFY BANANA ROPE					
- P4030	8	CSE	R4010		11/06/13	12:45:11
	Item: 500029 LAFFY TAFFY BLUE RASPBERRY ROPE					
						+
F3=Exit F4=Search F10=Update Record(s) F11=Remove Batch						

4. To enter the actual quantity of an item transferred, enter 2 (Edit Item) in the selection column next to the item's replenishment request.

CVXZDFR DISPLAY CDR Customer Conference 11/07/13 7:56:16						
Work With Replenishment						
Location	Item	Date	Resolved	U/M	Time	W.H.
	Number		Status			
			-	-	12:45:11	1
Type options, press Enter.						
U=Undo X=Select request 2=Edit Item						
? To	Transfer	Unit	From		Request	Request
Location	Quantity		Location		Date	Time
- P4000	4	CSE	R4000		11/06/13	12:45:11
	Item: 500033 LAFFY TAFFY APPLE JAR					
- P4010	10	CSE	R4000		11/06/13	12:45:11
	Item: 500027 LAFFY TAFFY APPLE ROPE					
- P4010	27	CSE	R4000		11/06/13	12:45:11
	Item: 500027 LAFFY TAFFY APPLE ROPE					
- P4020	4	CSE	R4010		11/06/13	12:45:11
	Item: 500028 LAFFY TAFFY BANANA ROPE					
2 P4030	8	CSE	R4010		11/06/13	12:45:11
	Item: 500029 LAFFY TAFFY BLUE RASPBERRY ROPE					
						+
F3=Exit F4=Search F10=Update Record(s) F11=Remove Batch						

5. Press <Enter>. The Edit Transfer Request Details screen appears.

DSNIEIR		CHANGE	CDR Customer Conference	11/07/13 8:35:24
Edit Transfer Request Details				
Transfer Number	10169			
Warehouse Code	1			
Item Number :	500029			
Transfer Quantity	8			
Unit of Measure .	3			
From Location . .	R4010			
To Location . . .	P4030			
F3=Exit F4=Search F11=Delete				

6. Enter the actual quantity transferred for the **Transfer Quantity** field, and press <Field Exit>.

DSNIEIR		CHANGE	CDR Customer Conference	11/07/13 8:35:24
Edit Transfer Request Details				
Transfer Number	10169			
Warehouse Code	1			
Item Number :	500029			
Transfer Quantity	4			
Unit of Measure .	3			
From Location . .	R4010			
To Location . . .	P4030			
F3=Exit F4=Search F11=Delete				

7. If necessary, the **From Location** and **To Location** fields can be edited to designate the actual backstock and picking locations used for the transfer.
8. Press <Enter> when data entry is complete, and press <Enter> to confirm. The Work With Replenishment screen appears.

CVXZDFR		DISPLAY	CDR Customer Conference	11/07/13 10:07:28
Work With Replenishment				
Location	Item Number	Date	Resolved U/M	Time W.H.
				12:45:11 1
Type options, press Enter.				
U=Undo X=Select request 2=Edit Item				
?	To	Transfer	Unit	Request
	Location	Quantity	From Location	Date
				Time
-	P4000	4	CSE R4000	11/06/13 12:45:11
		Item: 500033 LAFFY TAFFY APPLE JAR		
-	P4010	10	CSE R4000	11/06/13 12:45:11
		Item: 500027 LAFFY TAFFY APPLE ROPE		
-	P4010	27	CSE R4000	11/06/13 12:45:11
		Item: 500027 LAFFY TAFFY APPLE ROPE		
-	P4020	4	CSE R4010	11/06/13 12:45:11
		Item: 500028 LAFFY TAFFY BANANA ROPE		
-	P4030	4	CSE R4010	11/06/13 12:45:11
		Item: 500029 LAFFY TAFFY BLUE RASPBERRY ROPE		
F3=Exit F4=Search F10=Update Record(s) F11=Remove Batch				

9. To delete a replenishment request of an item that was not transferred, enter 2 (Edit Item) in the selection column next to the item's replenishment request; press <Enter>; press <F11> (Delete) when the Edit Transfer Request Details screen appears; and press <Enter> to confirm.
10. To update the DAC locations when data entry is complete, enter the time printed on the Restock List for the **Time** field; press <Field Exit>; press <Enter>; press <F10> (Update Records); and enter *Y* for the **Ok?** field when the *Post Batch?* message appears, and press <Enter>.

```

CVXZDFR   DISPLAY CDR Customer Conference                               11/07/13 10:09:18
                                     Work With Replenishment
Location   Item   Date   Resolved U/M   Time   W.H.
Number                                     Status
-----
                                     _ 0:00:00 1_____

Type options, press Enter.
U=Undo  X=Select request  2=Edit Item

?  To      Transfer Unit   From      Request  Request
   Location Quantity      Location      Date      Time

F3=Exit F4=Search F10=Update Record(s)  F11=Remove Batch

```

11. With the cursor in the **Time** field, press <Field Exit> to refresh the Work With Replenishment screen.

```

CVXZDFR   DISPLAY CDR Customer Conference                               11/07/13 10:16:50
                                     Work With Replenishment
Location   Item   Date   Resolved U/M   Time   W.H.
Number                                     Status
-----
                                     _ 9:58:56 1_____

Type options, press Enter.
U=Undo  X=Select request  2=Edit Item

?  To      Transfer Unit   From      Request  Request
   Location Quantity      Location      Date      Time
-  P5000      8 CSE      HEINZ COCKTAIL SAUCE 11/07/13  9:58:56
   Item: 801510
-  P5010      9 CSE      HEINZ KETCHUP EZ SQ 11/07/13  9:58:56
   Item: 810512
-  P5030      4 CSE      HEINZ WORCESTERSHIRE SAUCE 11/07/13  9:58:56
   Item: 801516

F3=Exit F4=Search F10=Update Record(s)  F11=Remove Batch

```

12. To delete the entire batch of replenishment requests if a Restock List is printed, but none of the items are moved, enter the time printed on the Restock List for the **Time** field; press <Field Exit>; press <Enter>; press <F11> (Remove Batch); and enter *Y* for the **Ok?** field when the *Remove Batch !!!!! Are You Sure?* message appears, and press <Enter>.
13. With the cursor in the **Time** field, press <Field Exit> to refresh the Work With Replenishment screen.

Printing A Received Not Putaway Report

The Received Not Putaway report lists the items which have been received using the RF Warehouse System, but not processed using the RF Stock Putaway application. Refer to the RF Warehousing System document for additional information.

```
User: JEANNINE          Menu: IVCV1          Date: 11/18/13

=====> I N V E N T O R Y   M E N U <=====
=====
|||||||
THE    ||          1. Inventory Control
DAC    ||          2. Physical Inventory
SYSTEM ||          3. Warehouse Management
|||||||          4. Returns Management

                                M E N U   C A L L S
19.                                20. Purchasing          21.
22.                                23. Dac Main Menu       90. Sign Off
=====
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==>
```

1. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

```
User: JEANNINE          Menu: WMCV1          Date: 11/18/13

=====> W A R E H O U S E   M A N A G E M E N T <=====
=====
|||||||
THE    ||          1. Work With Receiving Requests
DAC    ||          2. Work With Replenishment Requests
SYSTEM ||          3. Work With Locations
|||||||          4. Create Replenishment Requests (Batch)
|||||||          5. Display Warehouse Inventory Moves
|||||||          6. Location Management Tools
|||||||          7. Define Pick Regions
|||||||          8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory          20. Purchasing          21.
22.                    23. Dac Main Menu       90. Sign Off
=====
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==>
```

2. Select option 5 (Display Warehouse Inventory Moves) from the Warehouse Management screen. The Warehouse Inventory Moves screen appears.

DSQFDFR	DISPLAY CDR Customer Conference	11/18/13 16:53:17
Warehouse Inventory Moves		
Item	Warehouse From Location To Location	Date User
Type options, press Enter.		
5=Display		
? Item	From To	Date Time U/M Qty User Type
801514	RCVDOC R5000	11/07/13 9:57:38 3 CSE 15 RF PUTAWY
500029	R4010 P4030	11/06/13 12:45:11 3 CSE 4 REPLEN
500028	R4010 P4020	11/06/13 12:45:11 3 CSE 1 REPLEN
500027	R4000 P4010	11/06/13 12:45:11 3 CSE 2 REPLEN
500027	R4000 P4010	11/06/13 12:45:11 3 CSE 2 REPLEN
500033	R4000 P4000	11/06/13 12:45:11 3 CSE 4 REPLEN
500030	R4010 P4050	11/05/13 13:21:25 3 CSE 4 REPLEN
500037	R4000 P4040	11/05/13 13:21:25 3 CSE 12 REPLEN
500029	R4010 P4030	11/05/13 13:21:25 3 CSE 1 REPLEN
500033	R4000 P4000	11/05/13 13:21:25 3 CSE 26 REPLEN
801516	RCVDOC P5030	11/01/13 11:20:16 3 CSE 3 RF PUTAWY
801514	RCVDOC P5020	11/01/13 9:47:31 3 CSE 3 RF PUTAW +
F3=Exit F4=Search F6=Print		

3. Press <F6> (Print). The Receive Not Putaway screen appears.

HIIOPVR	ENTER	CDR Customer Conference	11/18/13 16:56:27
Receive Not Putaway			
Type choices, press Enter.			
Warehouse Code	1		
Beginning Date		Ending Date	
Warehouse Area		(Optional)	
Pick Region		(Optional)	
F3=Exit F6=Print			

- Enter a warehouse code for the **Warehouse Code** (6,a) field.
- Enter a date, or range of dates, for the **Beginning Date** and **Ending Date** (6,n) fields to designate the date the items were received.
- To limit the report to a specific warehouse area, enter the warehouse area code for the **Warehouse Area** (6,a) field.
- To limit the report to a specific pick region, enter the region code for the **Pick Region** (2,a) field.
- Press <F6> (Print), and press <Enter> to confirm.

Received Not Putaway

CDR Customer Conference Received Not Putaway JEANNINE HIP1PFR 11/18/13 8:05:49 Page 1

Warehouse: 1 MAIN WAREHOUSE

Recd Dte	P.O.#	Recd By	Vend#	Name	Time	Scan Stat
----------	-------	---------	-------	------	------	-----------

11/15/13	2529 RF		NST100	NESTLE USA	7:26:29	P
	Item Number	500027	LAFFY TAFFY	APPLE ROPE		29
	Item Number	500028	LAFFY TAFFY	BANANA ROPE		2
	Item Number	500029	LAFFY TAFFY	BLUE RASPBERRY ROPE		9
	Item Number	500030	LAFFY TAFFY	CHERRY ROPE		18
	Item Number	500033	LAFFY TAFFY	APPLE JAR		48
	Item Number	500037	LAFFY TAFFY	CHERRY JAR		7

Final totals

11/15/13	2557 RF		KEE001	KEEBLER COMPANY	7:36:12	P
	Item Number	561158	KEEBLER CHIPS	DELUXE 20Z		1
	Item Number	561161	KEEBLER PECAN	SANDIES 2 OZ		2
	Item Number	561167	KEEBLER VIENNA	CREMES 20Z		8
	Item Number	561759	KEEBLER CLUB	CRACKER 5.25 OZ		5
	Item Number	631127	KEEBLER FUDGE	STRIPE COOKIES 11.5OZ		4

Final totals

11/15/13	2562 RF		RJR100	R.J. REYNOLDS TOBACCO INC.	7:37:01	P
	Item Number	100500	CAMEL FILTER	85 BOX		1
	Item Number	101300	CARLTON	MENTHOL		1
	Item Number	111700	KOOL MENT	100 MILD		4
	Item Number	118800	VANTAGE MENT	100		2
	Item Number	125800	DORAL FF	MENT 100		2
	Item Number	130585	GPC 100	ULTRA BOX		3
	Item Number	131200	BEST VALUE	MENT 100 LT		1

Final totals

Final totals

** END OF REPORT **

Displaying Inventory Quantities and Moves

The instructions below describe using:

- Display Locations screen to display the on-hand quantity of items in picking and backstock locations.
- Warehouse Inventory Moves screen to display the details of moves made using replenishment and RF Stock Putaway.

```
User: JEANNINE          Menu: IVCV1          Date: 11/13/13

=====> I N V E N T O R Y   M E N U <=====
|||||||
THE    ||          1. Inventory Control
DAC    ||          2. Physical Inventory
SYSTEM ||          3. Warehouse Management
|||||||          4. Returns Management

                                M E N U   C A L L S
19.                                20. Purchasing          21.
22.                                23. Dac Main Menu       90. Sign Off
=====
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==>
```

1. Select option 3 (Warehouse Management) from the Inventory Menu screen. The Warehouse Management screen appears.

```
User: JEANNINE          Menu: WMCV1          Date: 11/13/13

=====> W A R E H O U S E   M A N A G E M E N T <=====
|||||||
THE    ||          1. Work With Receiving Requests
DAC    ||          2. Work With Replenishment Requests
SYSTEM ||          3. Work With Locations
|||||||          4. Create Replenishment Requests (Batch)
                                5. Display Warehouse Inventory Moves
                                6. Location Management Tools
                                7. Define Pick Regions
                                8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                20. Purchasing          21.
22.                          23. Dac Main Menu       90. Sign Off
=====
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==>
```

2. To display an item's on-hand quantity in warehouse picking and backstock locations, select option 3 (Work With Locations) from the Warehouse Management screen. The Display Location Master screen appears.

Enter the item number for the **Item** (6,a) field (as illustrated above), press <Enter>. The Display Locations screen appears with the picking location on-hand quantity.

Press <F2> (Show All) to display the item's on-hand quantity in its backstock locations.

Press <F3> to close the Back Stock screen, and press <F3> (Exit). The Display Location Master screen appears.

DSECDFR	DISPLAY CDR Customer Conference							11/13/13 16:00:35	
Display Location Master									
Warehouse	Loc.	Item	W.H.	Pick	Area	Tax	Doc	Item	
Location	Type		Code	Region		Juris.	I.D.	Number	
	-		1	-			-		
Type options, press Enter.									
2=Edit 5=Display Detail M=Move Item									
? Whse.	W.H.	Item	Cur.	Type	Pick	Area	Tax	Doc.	
Loc.		Number	Unit		Reg.		Juris.	I.D.	
								Quantity	
								On Hand	
-	DAMAGE	1		6		DMG			
-	P4000	1	500033	JAR	1	B1 4		A 75	
-	P4010	1	500027	BOX	1	B1 4		A 308	
-	P4020	1	500028	BOX	1	B1 4		A 61	
-	P4030	1	500029	BOX	1	B1 4		A 54	
-	P4040	1	500037	JAR	1	B1 4		A 83	
-	P4050	1	500030	BOX	1	B1 4		A	
-	P4060	1	500038	JAR	1	B1 4		A 166	
-	P5000	1	801510	EA	1	B1 4		A 97-	
-	P5010	1	810512	EA	1	B1 4		A 103- +	
F3=Exit F4=Search F10=Add New Record F20=Invalid Items									

Repeat the previous steps as necessary, or press <F3> (Exit). The Warehouse Management screen appears.

```

User: JEANNINE                      Menu: WMCV1                      Date: 11/13/13

======> W A R E H O U S E   M A N A G E M E N T <=====
=====
|||||      1. Work With Receiving Requests
THE  ||    2. Work With Replenishment Requests
DAC  ||    3. Work With Locations
SYSTEM ||  4. Create Replenishment Requests (Batch)
|||||      5. Display Warehouse Inventory Moves
      6. Location Management Tools
      7. Define Pick Regions
      8. Define Warehouse Areas

                                M E N U   C A L L S
19. Inventory                    20. Purchasing                    21.
22.                              23. Dac Main Menu                  90. Sign Off

=====
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==>

```

- To display the details of moves made using replenishment and RF Stock Putaway, select option 5 (Display Warehouse Inventory Moves) from the Warehouse Management screen. The Warehouse Inventory Moves screen appears.

DSQFDR	DISPLAY CDR Customer Conference					11/13/13 16:14:25		
Warehouse Inventory Moves								
Item	Warehouse	From Location	To Location	Date	User			
<hr/>								
Type options, press Enter.								
5=Display								
? Item	From	To	Date	Time	U/M	Qty	User	Type
- 801514	RCVDOC	R5000	11/07/13	9:57:38	3 CSE	15	RF	PUTAWY
- 500029	R4010	P4030	11/06/13	12:45:11	3 CSE	4		REPLEN
- 500028	R4010	P4020	11/06/13	12:45:11	3 CSE	1		REPLEN
- 500027	R4000	P4010	11/06/13	12:45:11	3 CSE	2		REPLEN
- 500027	R4000	P4010	11/06/13	12:45:11	3 CSE	2		REPLEN
- 500033	R4000	P4000	11/06/13	12:45:11	3 CSE	4		REPLEN
- 500030	R4010	P4050	11/05/13	13:21:25	3 CSE	4		REPLEN
- 500037	R4000	P4040	11/05/13	13:21:25	3 CSE	12		REPLEN
- 500029	R4010	P4030	11/05/13	13:21:25	3 CSE	1		REPLEN
- 500033	R4000	P4000	11/05/13	13:21:25	3 CSE	26		REPLEN
- 801516	RCVDOC	P5030	11/01/13	11:20:16	3 CSE	3	RF	PUTAWY
- 801514	RCVDOC	P5020	11/01/13	9:47:31	3 CSE	3	RF	PUTAWY +
F3=Exit F4=Search F6=Print								

Use one or more of the restrictor fields at the top of the screen to locate the desired move.

DSQFDFR	DISPLAY CDR Customer Conference					11/13/13 16:24:06		
Warehouse Inventory Moves								
Item	Warehouse	From Location	To Location	Date	User			
500037	_____	_____	_____	_____	_____			
Type options, press Enter.								
5=Display								
? Item	From	To	Date	Time	U/M	Qty	User	Type
_ 500037	R4000	P4040	11/05/13	13:21:25	3 CSE	12		REFLEN
5 500037	RCVDOC	R4000	10/30/13	11:15:04	3 CSE	17	RF	PUTAWY
_ 500037	RCVDOC	R4000	10/22/13	8:13:31	3 CSE	30	RF	PUTAWY
_ 500037	RCVDOC	R4010	10/22/13	8:09:35	3 CSE	6	RF	PUTAWY
F3=Exit F4=Search F6=Print								

Enter 5 (Display) in the selection next to the number of a moved item (as illustrated above), and press <Enter>. The Display Transfer Record Details screen appears.

HIQ4D1R	DISPLAY CDR Customer Conference				11/18/13 16:26:51	
Display Transfer Record Details						
Transfer Number :		9977 Warehouse 1				
Item Number . . . :		500037 LAFFY TAFFY CHERRY JAR				
Press Enter to continue.						
Transfer From Location RCVDOC		Type	Transfer To Location R4000		Type 5	
			Transfer To L.D. Trans		11	
Transfer Request Date :		10/30/13 Time 11:15:04				
Transfer Quantity :		17 U/M 3 CSE				
Transfer Request User :		RF				
Transfer Type R PUTAWY						
F3=Exit F12=Key screen						

Press <F3> (Exit), and repeat the previous steps as necessary.

Working With Truck Scheduling

The Truck Scheduling applications are used to schedule deliveries of products ordered from vendors after purchase orders are printed. Refer to the Purchasing document for information about entering and printing POs.

```
User: JEANNINE          Menu: DACCV1          Date: 8/02/12
=====
> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||
||||||| MAIN OPERATIONS MENU |||||
=====
|||||||
THE || 1. File Maintenance Menu
DAC || 2. Accounts Receivable
SYSTEM || 3. Billing System
||||||| 4. Inventory System
||||||| 5. Purchasing System
||||||| 6. Reports Menu
||||||| 7. Truck Scheduling
||||||| 8. Closing Procedures
||||||| 9. Integration
||||||| 10. Other Functions Menu
||||||| 11. Accounts Payable
||||||| 12. General Ledger
||||||| 90. Sign Off
=====
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==>
```

1. Select option 7 (Truck Scheduling) from the main menu, then press Enter.

```
User: KAREN          Menu: TSCV1          Date: 8/05/92
=====
> T R U C K   S C H E D U L I N G <=====
=====
THE      1. Work With Truck Scheduling
DAC CV1  2. Print Truck Schedules
SYSTEM   3. Dock Receiving

M E N U   C A L L S
19. Purchasing System  20.
22.                   23. Dac Main Menu  90. Sign Off
=====
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==> 1
```

2. Select option 1 (Work with Truck Schedules) from the Truck Scheduling System menu, then press Enter.

```

DSUJDFR  DISPLAY      Creative Data Research, Inc.      5/26/92 14:28:57
                                Work With Truck Schedules
Position
To Date      52692      New Entry ----->
                                Carrier   Entry   Entry
                                Code      Date    Time

Type options, press Enter.
S=Select P.O.'s  2=Edit Record

?  Scheduled  Scheduled  Carrier   Carrier Name      Schedule
   Date       Time      Code        Status
5/27/92  12:00:00  STS        Southern Trucking Service
7/20/92  10:00:00  DAVE       Dave's Fast Freight
9/19/92  12:00:00  DUMPTY     dumpty carrier code
10/10/92  1:00:00   DUMPTY     dumpty carrier code
10/19/92  14:00:00  BIGEV      Big Ev's Fast Movin' Junk
11/01/92  13:02:00  JANDJ      J AND J CARRIER

F3=Exit  F4=Search  F10=Add New Record

```

3. This program comes up in the Display mode and displays the current day's scheduled deliveries. (To view previously scheduled deliveries, change the date.)

Adding Carrier Records

4. To input new carriers tab to the carrier code field, then press F4.

```

DSQOEFR  ADD      Creative Data Research, Inc.      5/26/92 13:06:46
                                Edit Carrier Master

Type options, press Enter.
D=Delete request

?  Carrier   Carrier Name      Carrier Memo Text
   Id Code
   STS        Southern Trucking Service  THREE DAY SERVICE
                                           Flag 1  Flag 2
                                           Flag 1  Flag 2
                                           Flag 1  Flag 2
                                           Flag 1  Flag 2
                                           Flag 1  Flag 2
                                           Flag 1  Flag 2
                                           Flag 1  Flag 2      +

F3=Exit  F9=Go to 'Change' mode

CONFIRM: Y (Y/N)

```

5. Press F10 to add a record.
6. Input a carrier ID code.
7. Input carrier name.
8. Input carrier memo text (optional).
9. Flag 1 and 2 fields are not operational at this time.
10. When input is complete, press Enter; then press Enter again to confirm entries.
11. Press F3 to exit the Edit Carrier Master program and return to the Select Carrier Master screen.

Adding Truck Scheduling Records

```
DSQNSRR  SELECT      Creative Data Research, Inc.      5/26/92 13:28:07
                               Select Carrier Master

Carrier   Carrier Name
Id Code                               Flag 1  Flag 2

Type options, press Enter.
X=Select request  2=Edit

? Carrier   Carrier Name      Carrier Memo Text      1  2
  Id Code
FDX         Federal Express
X STS       Southern Trucking Service THREE DAY SERVICE
UPS         United Parcel Service  ALWAYS NEXT DAY

F3=Exit  F10=Add New Record
```

12. Select the carrier code for the delivery record, then press Enter.

```
DSUJDFR  DISPLAY      Creative Data Research, Inc.      5/26/92 13:35:51
                               Work With Truck Schedules

Position   Carrier   Entry   Entry
To Date                               Code   Date   Time

                New Entry ----->          STS      052792  130000

Type options, press Enter.
S=Select P.O.'s  2=Edit Record

? Scheduled Scheduled Carrier   Carrier Name      Schedule
  Date      Time      Code                               Status
5/13/92    13:00:00  CARRIER  Carry anything anywhere
7/20/92    10:00:00  DAVE      Dave's Fast Freight
9/19/92    12:00:00  DUMPTY    dumpty carrier code
10/10/92   1:00:00   DUMPTY    dumpty carrier code
10/19/92   14:00:00  BIGEV     Big Ev's Fast Movin' Junk
11/01/92   13:02:00  JANDJ     J AND J CARRIER

F3=Exit  F4=Search  F10=Add New Record
```

13. Input entry date and time fields (delivery day and time).

14. Press F10 to add the record.

```
DSUJDFR  DISPLAY      Creative Data Research, Inc.      5/26/92 13:37:34
                               Work With Truck Schedules

Position   Carrier   Entry   Entry
To Date                               Code   Date   Time

                New Entry ----->

Type options, press Enter.
S=Select P.O.'s  2=Edit Record

? Scheduled Scheduled Carrier   Carrier Name      Schedule
  Date      Time      Code                               Status
5/13/92    13:00:00  CARRIER  Carry anything anywhere
S 5/27/92    13:00:00  STS       Southern Trucking Service
7/20/92    10:00:00  DAVE      Dave's Fast Freight
9/19/92    12:00:00  DUMPTY    dumpty carrier code
10/10/92   1:00:00   DUMPTY    dumpty carrier code
10/19/92   14:00:00  BIGEV     Big Ev's Fast Movin' Junk
11/01/92   13:02:00  JANDJ     J AND J CARRIER

F3=Exit  F4=Search  F10=Add New Record
```

15. Position an "S" next to the line (then press Enter) to select the purchase orders that will be delivered by this carrier.

DSQSDFR	DISPLAY	Creative Data Research, Inc.		5/26/92 13:50:09	
Select P.O.'s For Scheduling					
Carrier STS	Southern Trucking Service		Date	5/27/92	Time 13:00:00
Vendor			Print Date		
Enter PO #					
Type options, press Enter.					
U=UnSelect X=Select					
?	P.O. Number	Print Date	Sched. Date	Time	Vendor Name
	171	5/12/92	10/19/92	14:00:00	AC PAPER & SUPPLY
	181	5/26/92			AC PAPER & SUPPLY
	183	5/22/92	10/10/92	1:00:00	ALOHA PACIFIC INC
	180	5/26/92			AMERICAN CHICLE
	187	5/26/92			RAGU FOODS
X	188	5/26/92			SARA LEE CORPORATION
X	189	5/26/92			TOOTSIE ROLL INDUSTRIES, INC.
F1=Restrict to Schedule Info F2=Show All F3=Exit					

16. Vendor's name or purchase order print date can be used as search criteria for locating records.
17. Purchase order numbers, if known, can be keyed directly into the P.O. # field; or the command key F2 (Show All) can be used to display all printed purchase orders.
18. If F2 is used, individually select the purchase orders by placing an "X" to the left of the desired record, then press Enter.
19. Press F3 to return to the Work with Truck Schedules screen.

Editing Truck Scheduling Records

```
DSUJDFR   DISPLAY   Creative Data Research, Inc.   5/26/92 13:54:15
                                Work With Truck Schedules
Position   Carrier   Entry   Entry
To Date   Code      Date    Time

                                New Entry ----->

Type options, press Enter.
S=Select P.O.'s   2=Edit Record

? Scheduled Scheduled Carrier      Carrier Name      Schedule
  Date      Time      Code              Status
5/13/92    13:00:00  CARRIER  Carry anything anywhere
2 5/27/92    13:00:00  STS        Southern Trucking Service
   7/20/92    10:00:00  DAVE       Dave's Fast Freight
   9/19/92    12:00:00  DUMPTY     dumpty carrier code
  10/10/92     1:00:00  DUMPTY     dumpty carrier code
  10/19/92    14:00:00  BIGEV      Big Ev's Fast Movin' Junk
  11/01/92    13:02:00  JANDJ      J AND J CARRIER

F3=Exit   F4=Search   F10=Add New Record
```

1. Place a "2" to the left of the desired record, then press Enter.

```
DSUNE1R   CHANGE   Creative Data Research, Inc.   5/26/92 14:00:44
                                Edit Schedule Details

Schedule Sequence . . . . :    127

Schedule Date . . . . . 52792
Schedule Time . . . . . 12:00:00
Schedule Carrier Code . . . STS      Southern Trucking Service

Schedule Delivered Status .
Schedule Record Status . .
Schedule Flag 1 . . . . .

F3=Exit   F4=Search   F8=Change all Selected P.o.s   F11=Delete   F12=Key scre
                                CONFIRM: Y (Y/N)
```

2. Schedule date, time and carrier code fields may be edited.
3. If a scheduling record is edited, press F8 to record changes to all associated purchase orders.
4. Press Enter to confirm entries.
5. Press F3 to exit the program.

Printing Truck Schedules

```
User: KAREN                      Menu: TSCV1                      Date: 5/04/94

=====> T R U C K   S C H E D U L I N G <=====
=====
|||||||      1. Work With Truck Scheduling
THE   ||      2. Print Truck Schedules
DAC CV1||      3. Dock Receiving
SYSTEM ||
|||||||

                                M E N U   C A L L S
19. Purchasing System      20.                      21.
22.                      23. Dac Main Menu          90. Sign Off
=====
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==>
```

1. To print truck schedules, select option 2 from the Truck Scheduling menu.

```
DSRNPVR  ENTER      Creative Data Research, Inc.      5/04/94 14:09:19
                        Truck Schedule Print Opt

Print All Truck Schedules with a Arrival Date Equal to the Following Date
                        50594

F3=Exit   F10=Process Selected Orders

CONFIRM: Y (Y/N)
```

2. Input desired date, then press F10 to print.

Field Definitions

- **Carrier ID Code** (8,a) is used to represent a carrier. For example, UPS = United Parcel Service.
- **Carrier Name** (25,a) is used to input name of carrier (shipping company).
- **Carrier Status** (1,a). Status codes are: A = active, I = inactive, and D = delete request.
- **Carrier Memo Text** (35,a) is an option field used to input narrative for a carrier.
- **Scheduled Date** (6,n) is used to input the date a carrier is expected to deliver orders.
- **Scheduled Time** (6,n) is used to input the time of day (military) that a carrier is expected to deliver orders.

Truck Schedules

Creative Data Research			Print Truck Schedules		KAREN	DSRFFPR	5/05/94 11:07:22 Page		1
94/05/05	Time	Schedule Sequence	Carrier Code	Carrier Name	Carrier Memo Text			Delivered Schedule Status	Flag 1
	Total Cases		Vendor Name		P.O. Number	Received By	Date		
	6	32000	ALHAMBRA WATER		406	LONNIE	5/14/93		
	6	12300	R. J. REYNOLDS-CIGARETTES		482				
	Total Cases		Vendor Name		P.O. Number	Received By	Date		
	12	32000	ALHAMBRA WATER		411	LONNIE	5/14/93		
	4012	00031	A.H. ROBIN COLECOURT		453	MARK	1/06/94		
	Total Cases		Vendor Name		P.O. Number	Received By	Date		
	4014	00031	A.H. ROBIN COLECOURT		452	MARK	1/06/94		
	Total Cases		Vendor Name		P.O. Number	Received By	Date		
	4014	00031	A.H. ROBIN COLECOURT		470				
	Total Cases		Vendor Name		P.O. Number	Received By	Date		
	4020	00031	A.H. ROBIN COLECOURT		450	DAVID	2/16/94		
Final totals									
** END OF REPORT **									

Working With Dock Receiving

The Dock Receiving application can be used to receive both complete and partial purchases orders. When inventory is received with the Dock Receiving application, items with location records are automatically transferred to the appropriate warehouse locations, a receiving report is printed, and transfer transactions are posted.

```

User: JEANNINE          Menu: DACCv1          Date: 8/02/12
=====> THE DAC SOFTWARE SYSTEM <=====
||||||| Distributor Analysis and Control |||||||
||||||| MAIN OPERATIONS MENU |||||||
=====
|||||||
THE    ||          1. File Maintenance Menu
DAC    ||          2. Accounts Receivable
SYSTEM ||          3. Billing System
|||||||          4. Inventory System
|||          5. Purchasing System
||          6. Reports Menu
||          7. Truck Scheduling
||          8. Closing Procedures
||          9. Integration
||         10. Other Functions Menu
||         11. Accounts Payable
||         12. General Ledger
||         13. Sign Off
=====
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==>

```

1. Select option 7 (Truck Scheduling) from the Main Operations Menu screen. The Truck Scheduling screen appears.

```

User: JEANNINE                      Menu: TSCV1                      Date: 2/19/09

======> T R U C K   S C H E D U L I N G <=====
=====
|||||
THE   ||      1. Work With Truck Scheduling
DAC   ||      2. Print Truck Schedules
SYSTEM ||      3. Dock Receiving
|||||

19. Purchasing System      20.
22.                      21.
                        23. Dac Main Menu      90. Sign Off
=====
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==>

```

2. Select option 3 (Dock Receiving) from the Truck Scheduling screen. The Work With Dock Receiving screen appears with a list of the open and partial purchase orders that are expected for the current date.

```

DSK7DFR      DISPLAY Creative Data Research      5/04/01 14:45:07
                                Work With Dock Receiving
      P.O.      Expt      Vendor
      Date      Number      Date      Time      Carrier      Number
      50401
                                0:00:00
                                Sort Option D
                                (D=Description M=MFG#)

Type options, press Enter.
P=Mark for Print  R=Receive  Z=View P.O.

?   P.O.      Status      Vendor Name      Vendor      Buyer
    3964      OPEN      GENERAL MILLS INC      GMI100      503
Carrier STS      Schedule 4/28/01 Time 7:01:00 Expected
    3975      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier STS      Schedule 4/28/01 Time 7:01:00 Expected

F3=Exit  F4=Search  F10=Process Selected Orders  F18=Print Alt.Rcv.Doc.

```

If necessary, press <Field Exit> and <Enter> to clear the **Date** restrictor field, and display all the outstanding open and partial purchase orders.

```

DSK7DFR      DISPLAY Creative Data Research      5/04/01 14:46:37
                                Work With Dock Receiving
      P.O.      Expt      Vendor
      Date      Number      Date      Time      Carrier      Number
                                0:00:00
                                Sort Option D
                                (D=Description M=MFG#)

Type options, press Enter.
P=Mark for Print  R=Receive  Z=View P.O.

?   P.O.      Status      Vendor Name      Vendor      Buyer
    5567      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5569      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5563      PARTIAL    R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5564      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5686      OPEN      NATIONAL TOBACCO COMPANY, L P      NAT200      502
Carrier      Schedule Time 0:00:00 Expected      +

F3=Exit  F4=Search  F10=Process Selected Orders  F18=Print Alt.Rcv.Doc.

```

If necessary, use one or more of the restrictor fields at the top of the screen to locate the desired purchase order.

- Enter *R* (Receive) in the selection column next to the purchase order's number.

```

DSK7DFR      DISPLAY Creative Data Research      5/04/01 14:46:44
                                Work With Dock Receiving
      P.O.      Expt      Vendor
      Date      Number      Date      Time      Carrier      Number
                                0:00:00
                                Sort Option D
                                (D=Description M=MFG#)

Type options, press Enter.
P=Mark for Print  R=Receive  Z=View P.O.

?   P.O.      Status      Vendor Name      Vendor      Buyer
    5567      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5569      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5563      PARTIAL    R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
R   5564      OPEN      R J REYNOLDS TOBACCO CO      RJR100      502
Carrier      Schedule Time 0:00:00 Expected
    5686      OPEN      NATIONAL TOBACCO COMPANY, L P      NAT200      502
Carrier      Schedule Time 0:00:00 Expected      +

F3=Exit  F4=Search  F10=Process Selected Orders  F18=Print Alt.Rcv.Doc.

```

- Press <Enter>. The Dock Receiving Program screen appears with a detailed line item list of the order.

```

DSK5EFR  CHANGE  Creative Data Research-SUPPORT          4/15/99  9:00:59
                                Dock Receiving Program
Purchase Order Number :      3920                      Line No. .
Vendor K.A. FISHER CO.                                RECEIVING
Type options, press Enter.
Z=More Info

? Item      Qty      Total  Expect  Qty
Number Ordered Received Receipt Received      Description
510580      10       10      10
510590      20       20      20      PEPTO-BISMOL 4 OZ
510592      30       30      30      PEPTO BISMOL 8 OZ
510600      10       10      10      PEPTO BISMOL MAX STR 4 OZ
513117      20       20      20      PEPTO BISMOL TABLETS 30CT
                                CHLORASEPTIC CHRY SPRY 6 OZ

F3=Exit    F10=Receive P.O.

```

5. Press <F10> (Receive P.O.). The value of the **Total Received** field of each item is updated.

```

DSK5EFR  CHANGE  Creative Data Research          5/04/01 15:12:04
                                Dock Receiving Program
Purchase Order Number :      5564                      Line No. .
Vendor R J REYNOLDS TOBACCO CO                        RECEIVING
Type options, press Enter.
Z=More Info

? Item      Qty      Total  Expect  Qty
Number Ordered Received Receipt Received      Description
860334       2        2        2      DORAL F F 100 BOX B8G2F
860331       4        4        4      DORAL F F 100 B8G2F
860332       3        3        3      DORAL LT MEN 100 B8G2F
860335       1        1        1      DORAL LT 100 BOX B8G2F

F3=Exit    F10=Receive P.O.

```

6. To receive a partial order, enter the quantities received for the **Qty Received** (7,n) fields.

```

DSK5EFR  CHANGE  Creative Data Research          5/04/01 15:13:04
                                Dock Receiving Program
Purchase Order Number :      5564                      Line No. .
Vendor R J REYNOLDS TOBACCO CO                        RECEIVING
Type options, press Enter.
Z=More Info

? Item      Qty      Total  Expect  Qty
Number Ordered Received Receipt Received      Description
860334       2        2        2      DORAL F F 100 BOX B8G2F
860331       4        4        4        2      DORAL F F 100 B8G2F
860332       3        3        3        2      DORAL LT MEN 100 B8G2F
860335       1        1        1      DORAL LT 100 BOX B8G2F

F3=Exit    F10=Receive P.O.

```

Press <Enter> when data entry is complete. The value of the **Total Received** fields are updated.

```

DSK5EFR  CHANGE  Creative Data Research  5/04/01 15:13:39
                                Dock Receiving Program
Purchase Order Number :      5564      Line No. .
Vendor R J REYNOLDS TOBACCO CO      RECEIVING
Type options, press Enter.
Z=More Info

? Item      Qty      Total Expect Qty
Number Ordered Received Receipt Received      Description
860334      2        2        2        DORAL F F 100 BOX B8G2F
860331      4        2        4        DORAL F F 100 B8G2F
860332      3        2        3        DORAL LT MEN 100 B8G2F
860335      1        1        1        DORAL LT 100 BOX B8G2F

F3=Exit  F10=Receive P.O.

CONFIRM: Y (Y/N)

```

Press <Enter> when prompted to confirm.

- Press <F3> to exit. The Work With Dock Receiving screen appears, and the P/O Receiving Posting Report is printed (see the example on the following page). Refer to Getting Started for information about the **Print Cat. on POPOSTRPT** and **Seq. of POSTRPT** fields of the SYS008 default system option.

```

DSK7DFR  DISPLAY Creative Data Research  5/04/01 15:13:44
                                Work With Dock Receiving
                                P.O.      Expt      Vendor
                                Date      Number      Number
                                0:00:00
                                Sort Option D
                                (D=Description M=MFG#)

Type options, press Enter.
P=Mark for Print  R=Receive  Z=View P.O.

?  P.O.  Status      Vendor Name      Vendor Buyer
   5567  OPEN      R J REYNOLDS TOBACCO CO      RJR100 502
   Carrier      Schedule      Time 0:00:00 Expected
   5569  OPEN      R J REYNOLDS TOBACCO CO      RJR100 502
   Carrier      Schedule      Time 0:00:00 Expected
   5563  PARTIAL   R J REYNOLDS TOBACCO CO      RJR100 502
   Carrier      Schedule      Time 0:00:00 Expected
   5564  PARTIAL   R J REYNOLDS TOBACCO CO      RJR100 502
   Carrier      Schedule      Time 0:00:00 Expected
   5686  OPEN      NATIONAL TOBACCO COMPANY,L P      NAT200 502
   Carrier      Schedule      Time 0:00:00 Expected      +

F3=Exit  F4=Search  F10=Process Selected Orders  F18=Print Alt.Rcv.Doc.

```

If the entire purchase order is received, it will not appear on the Work With Dock Receiving screen. If it is partially received, the value of the **Status** field of the order changes from *Open* to *Partial*.

- Press <F3> to exit. The Truck Scheduling screen appears.

Refer to Getting Started for information about using the **Status to Purge POs** and **No. Days After Purge Status** fields of the SYS008 default system option to delete purchase orders.

Purchase Order Receiving Posting Report

Creative Data Research P/O Receiving Posting Report JTIPPIN DSJ9PFR 5/04/01 15:14:10 Page 1

Ship To.....
CREATIVE DATA RESEARCH
1150 N CAUSEWAY BLVD

Vendor.....
R J REYNOLDS TOBACCO CO
P O BOX 101589

P.O. Number 5564
Order Date 5/04/01
Terms Code 61
Ship Date

MANDEVILLE
Buyer Number 502
JOHN ANDERS

LA 70471
Warehouse Code 1

ATLANTA
Vendor Number RJR100

GA 30392
Order Placed With

Received By Rcv Date
JTIPPIN 5/04/01

Item Number	Sts Received Part This Run	Total Received	Total Ordered	Buy Case U/M	Sell Units	Weight	Description	Manufacturer Number	Unit Cost	Ext Amount This Run
860334	2	2	2	2 CSE	30	.00	DORAL F 100 BOX B8G2F	25296	307.020	614.04
860331	YES 2	2	4	4 CSE	30	.00	DORAL F 100 B8G2F	25293	307.020	614.04
860332	YES 2	2	3	3 CSE	30	.00	DORAL LT MEN 100 B8G2F	25294	307.020	614.04
860335	1	1	1	1 CSE	30	.00	DORAL LT 100 BOX B8G2F	25297	307.020	307.02
P/O Number:	3981	Total Case Qty	7	Total Sell Units	210	Total Weight	Total Value This Run:			
									2149.14	

** END OF REPORT **

Working With Inventory Reports

The Inventory Reports application (option 21 of the Inventory Control screen) is used to print the following reports:

- Inventory Evaluation Reports - refer to Printing Inventory Evaluation Reports of the Physical Inventory document for additional information.
- Inventory Adjustment Reason List
- Cycle Count Worksheets - refer to Printing Cycle Count Worksheets for additional information. The Physical Inventory application (option 2 of the Inventory Menu screen) is used to print Physical Count Worksheets. Refer to Printing Physical Count Worksheets of the Physical Inventory document for additional information.
- Damaged Inventory Report
- Inventory Receipts Recap
- Pre-Stamped Replenishment Report
- Pre-Stamped Inventory Report
- Inter-Company Transfers
- Less Than 5 Days On-Hand Report
- Lost Sales By Buyer V2 - refer to the DAC Closing Procedures document for information about the lost sales reports that may be printed when end of day and end of week closing are run.
- Prt Lostsales Cust/Rep V2 - refer to the DAC Closing Procedures document for information about the lost sales reports that may be printed when end of day and end of week closing are run.

```
User: JEANNINE          Menu: IVCV1          Date: 8/02/12

===== > I N V E N T O R Y   M E N U < =====
=====
|||||||      1. Inventory Control
THE  ||      2. Physical Inventory
DAC  ||      3. Warehouse Management
SYSTEM ||    4. Returns Management
|||||||

                                     M E N U   C A L L S
19.                                     20. Purchasing          21.
22.                                     23. Dac Main Menu      90. Sign Off

=====
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==>
```

After selecting option 1 (Inventory Control) from the Inventory Menu screen, the Inventory Control screen appears.

```

User: JEANNINE          Menu: ICCV1          Date: 8/02/12

======> I N V E N T O R Y   C O N T R O L <=====
|||||||
THE   ||                1. Inventory Batch Entry
DAC   ||                2. Edit Inventory Adj. Reasons
SYSTEM ||              3. Display Item Inventory Transactions
|||||||                4. Damaged Inventory Batch Entry
|||                  5. Work with Item Each/Case Links
|||                  6. Work with Inter-Company Transfers
|||                  7. Display Inventory Snapshot

M E N U   C A L L S
19 Inventory          20
22 Purchasing        23 Dac Main Menu          21 Inventory Reports
90 Sign Off

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```

Select option 21 (Inventory Reports). The Inventory Reports screen appears.

```

User: JEANNINE          Menu: IVRCV1          Date: 8/02/12

======> I N V E N T O R Y   R E P O R T S <=====
|||||||
THE   ||                1. Inventory Evaluation Report
DAC   ||                2. Inventory Adj. Reasons
SYSTEM ||              3. Cycle Count Sheets
|||||||                4. Damaged Inventory Report
|||                  5. Inventory Receipts Recap
|||                  6. Pre-Stamped Replenishment Report
|||                  7. Pre-Stamped Inventory Report
|||                  8. Inter-Company Transfers
|||                  9. Less Than 5 Days On-Hand Report
|||                 10. Lost Sales By Buyer/Vendor(Posted Orders)
|||                 11. Lost Sales By Slsmn/Cust(Posted Orders)
|||                 M E N U   C A L L S
19. Inventory Control 20.
22.                   23. Dac Main Menu          21. Reports
90. Sign Off

=====
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==>

```

Printing An Inventory Adjustment Reason List

To print a list of inventory adjustment reason codes and descriptions, select option 2 from the Inventory Reports Menu.

```
User: JEANNINE          Menu: IVRCV1          Date: 5/28/13

===== > I N V E N T O R Y   R E P O R T S <=====
=====
|||||||
THE   ||          1. Inventory Evaluation Report
DAC   ||          2. Inventory Adj. Reasons
SYSTEM ||         3. Cycle Count Sheets
|||||||          4. Damaged Inventory Report
|||           5. Inventory Receipts Recap
||           6. Pre-Stamped Replenishment Report
||           7. Pre-Stamped Inventory Report
||           8. Inter-Company Transfers
||           9. Less Than 5 Days On-Hand Report
||          10. Lost Sales By Buyer/Vendor (Posted Orders)
||          11. Lost Sales By Slsmn/Cust (Posted Orders)
||          M E N U   C A L L S
19. Inventory Control  20.
22.                   23. Dac Main Menu      21. Reports
||                   ||                   90. Sign Off
=====
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==>
```

Inventory Adjustment Reason List

```
CDR Customer Conference          Print Inventory Reasons          JEANNINE  BSK0PFR  5/28/13 15:44:26 Page  1

Inventory Inventory
Reason  Reason Desc.

C      Cycle Count
D      Donation
I      In House Damage
L      Lost Sales
R      Returns
S      Short On Delivery
W      Warehouse Use

Final totals

** END OF REPORT **
```

Printing A Lost Sales Report By Buyer

To print a report of lost sales report by buyer for posted orders, select option 10 from the Inventory Reports Menu before end of day closing is run.

```
User: JEANNINE           Menu: IVRCV1           Date: 5/28/13

=====> I N V E N T O R Y   R E P O R T S <=====
=====
|||||||      1. Inventory Evaluation Report
THE  ||      2. Inventory Adj. Reasons
DAC  ||      3. Cycle Count Sheets
SYSTEM ||    4. Damaged Inventory Report
|||||||      5. Inventory Receipts Recap
|||||||      6. Pre-Stamped Replenishment Report
|||||||      7. Pre-Stamped Inventory Report
|||||||      8. Inter-Company Transfers
|||||||      9. Less Than 5 Days On-Hand Report
|||||||     10. Lost Sales By Buyer/Vendor (Posted Orders)
|||||||     11. Lost Sales By Slsmn/Cust (Posted Orders)
|||||||      M E N U   C A L L S
19. Inventory Control    20.
22.                    23. Dac Main Menu    21. Reports
                               90. Sign Off

=====
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==>
```

Below is a sample of the Lost Sales By Buyer V2 report which is printed. Refer to the DAC Closing Procedures document for information about the lost sales reports that may be printed when end of day and end of week closing are run.

Lost Sales By Buyer V2

CDR Customer Conference		Lost Sales By Buyer V2		JEANNINE	HIE9PFR	5/10/13 10:56:09		Page	1				
Warehouse 1		MAIN WAREHOUSE											
Current Buyer KIMCC		KIM TALLEY											
Item Number	Description	Line Count	Lost Qty	Lost Sales	Qty OH	Qty Av1	Std U/M	Qty Last	Last Rcv Q	Buy Location	Buy MFR	Service Level Q	Service Level \$
902400	BIC CLASSIC MED BLACK 2PK	1	12.0	7.56	2706.0	2706.0	EA	.0	200	5/11/11 CSE	1999	A	.00 %
Vendor BIC001 BIC CORPORATION		Lost Qty	12.0	Lost Sale	7.56	% of Total	1.44	Lost Sale	W/O MFR	Out	7.56	Service Lvl Q	.00 %
500004	POWER BAR HARVEST APPLE CRISP	1	14.0	288.26	502.0	502.0	BOX	.0	1	4/17/12 CSE	A	.00 %	.00 %
500037	LAFFY TAFFY CHERRY JAR	1	1.0	10.17	680.0	679.0	JAR	.0	86	4/02/12 CSE	A	.00 %	.00 %
500043	NERDS GRAPE/STRAWBERRY	0	8.0	143.20	479.0	478.0	BOX	.0	18	4/02/12 CSE	A	20.00 %	20.00 %
500053	SNOCAPS THEATRE BOX	0	4.0	76.12	753.0	753.0	CSE	.0	984	4/02/12 CSE	A	60.00 %	60.00 %
Vendor NST100 NESTLE USA		Lost Qty	27.0	Lost Sale	517.75	% of Total	98.56	Lost Sale	W/O MFR	Out	517.75	Service Lvl Q	22.85 %
Buyer Totals KIMCC		Lost Qty	39.0	Total Lost Sales	525.31	% of Total	100.00	Lost Sales	W/O MFR	Outs	525.31	Service Lvl Q	17.02 %
Final totals		Lost Qty	39.0	Lost Sales	525.31			Lost Sales	W/O MFR	Outs	525.31	Service Lvl Q	17.02 %
** END OF REPORT **													

Printing A Lost Sales Report By Sales Rep

To print a report of lost sales report by sales rep for posted orders, select option 11 from the Inventory Reports Menu before end of day closing is run.

```
User: JEANNINE           Menu: IVRCV1           Date: 5/28/13

===== > I N V E N T O R Y   R E P O R T S < =====
=====
|||||||      1. Inventory Evaluation Report
THE  ||      2. Inventory Adj. Reasons
DAC  ||      3. Cycle Count Sheets
SYSTEM ||    4. Damaged Inventory Report
|||||||      5. Inventory Receipts Recap
|||||||      6. Pre-Stamped Replenishment Report
|||||||      7. Pre-Stamped Inventory Report
|||||||      8. Inter-Company Transfers
|||||||      9. Less Than 5 Days On-Hand Report
|||||||     10. Lost Sales By Buyer/Vendor (Posted Orders)
|||||||     11. Lost Sales By Slsmn/Cust (Posted Orders)
|||||||      M E N U   C A L L S
19. Inventory Control    20.
22.                    23. Dac Main Menu          21. Reports
                                     90. Sign Off
=====
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==>
```

Below is a sample of the Prt Lostsales Cust/Rep V2 report which is printed. Refer to the DAC Closing Procedures document for information about the lost sales reports that may be printed when end of day and end of week closing are run.

Prt Lostsales Cust/Rep V2

CDR Customer Conference				Prt Lostsales Cust/Rep V2				JEANNINE HIFDFFR				5/10/13 10:56:12 Page 1			
Invoice Number	Invoice Date	Item U/M Number	Description	Qty Order	Qty Ship	Lost Qty	Lost Sale	Lost Base Cost	Lost Profit	MFR Out	Service Lvl	Service Invl			
8597	5/10/13	500037	JAR LAFFY TAFY CHERRY JAR	1	1	1	10.17	8.33	1.84	1.84	.00	.00			
8597	5/10/13	500043	BOX NERDS GRAPE/STRAWBERRY	10	2	8	143.20	116.16	27.04	27.04	20.00	20.00			
8597	5/10/13	500004	BOX POWER BAR HARVEST APPLE CRISP	14	14	14	288.26	233.38	54.88	54.88	.00	.00			
8597	5/10/13	500053	CSE SNOCAPS THEATRE BOX	10	6	4	76.12	61.68	14.44	14.44	60.00	60.00			
8597	5/10/13	902400	EA BIC CLASSIC MED BLACK 2PK	12	12	12	7.56	5.28	2.28	2.28	.00	.00			
Customer Totals :				260501 BIG JOHN'S QUICK STOP #1		Total	525.31	424.83	100.48	100.48	17.02	22.21			
Sales Rep. 40				DAVID		Total	525.31	424.83	100.48	100.48	17.02	22.21			
Final totals				Total Lost Sale			525.31	424.83	100.48	100.48	17.02	22.21			

** END OF REPORT **

Working With Warehouse Bin Label Batches

The Work With Bin Label Batches application is used to print warehouse bin labels of a variety of sizes, and primarily using printers with IPDS (intelligent printer data stream) capability. Refer to Printing Warehouse Bin Labels for examples of these labels. Note: Version 3 is no longer recommended for use as a warehouse bin label.

This application (option 6 of the Label Menu screen) is recommended for use, rather than the Warehouse Bin Label application (option 1 of the Label Menu screen), for the following reasons:

- Batch labels can be created and saved for repeated printing as needed.
- Eliminates the printing of unwanted labels.
- Batch labels can be copied and edited as necessary.
- Batch labels can be limited to those of warehouse locations for which no item number is assigned.

```
User: JEANNINE          Menu: RPCV1          Date: 4/26/10

===== > R E P O R T S < =====
=====
|||||
THE  ||          1. Customer Reports
DAC  ||          2. Item Reports
SYSTEM ||        3. A/R Reports
|||||          4. Billing Reports
                    5. Inventory Reports
                    6. Purchasing Reports
                    7. Tax Reports
                    8. Sales Analysis Reports
                    9. Labels
                   10. Order Books

                        M E N U   C A L L S
19. Credit Reports    20. Salesman Reports    21.
22.                  23. Dac Main Menu        90. Sign Off

=====
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==>
```

1. Select option 9 (Labels) from the Reports screen. The Label Menu screen appears.

```
User: JEANNINE          Menu: LBLCV1          Date: 4/26/10

===== > L A B E L   M E N U < =====
=====
|||||
THE  ||          1. Warehouse Bin Label
DAC  ||          2. Retail Shelf Label
SYSTEM ||        3. Customer Address Label
|||||          4. Vendor Address Label
                    5. Work With Retail Label Batches
                    6. Work With Bin Label Batches

                        M E N U   C A L L S
19.                  20.                  21.
22.                  23. Dac Main Menu    90. Sign Off

=====
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==>
```

2. Select option 6 (Work With Bin Label Batches) from the Label Menu screen. The

Work With Bin Label Batches screen appears with warehouse label batch records if any were previously created; otherwise the *No data to display* message appears.

```

CVKKDFR      DISPLAY CDR Customer Conference                                4/26/10    8:24:51
                                     Work With Bin Label Batches
Batch  User ID   Whse.   Source   Status   Version
                                     1 = 2" X 4"                2 Across
                                     2 = 2 5/8" X 1"          3 Across
                                     3 = 3" X 5"              1 UP
      A = 2" X 4"          1 UP
      B = 1" X 3.5"        1 UP
      C = 1.375" X 3"      1 UP
      D = 3" X 4"          1 UP
                                     4 = 2" X 4" Ver 2        2 Across
      5 = 2"X4" (Non-IPDS) 2 Across
      6 = 3 1/3" X 4"      2 Across
      7 = 2" X 4" No UPC   2 Across
      8 = 3.5" X 6"        2 UP
      9 = 3.5" X 8"        1 UP

P=Mark for Print   U=Unmark   2=Edit   D=Delete Batch

? Batch Description      User      Whse.   Entered Src Sts Ver
Version 4                JEANNINE 1       1/07/10  O  C  4
Version B                JEANNINE 1       1/08/10  O  C  B
Version C                JEANNINE 1       1/08/10  O  C  C
Version D                JEANNINE 1       1/08/10  O  C  D  +

F3=Exit   F6=Print   F8=Manually Create Batch   F10=Auto Create Batch

```

The function keys appearing at the bottom of the Work With Bin Label Batches screen are used as follows:

F3 (Exit) - returns user to the Label Menu screen.

F6 (Print) - users print warehouse bin labels after creating a warehouse label batch record. Refer to Printing Warehouse Bin Labels for additional information.

F8 (Manually Create Batch) - users create warehouse label batch records for a limited number of items by entering warehouse location codes.

F10 (Auto Create Batch) - warehouse label batch records are automatically created by DAC based on a selection criteria designated by the user.

3. To create a warehouse bin label batch using version versions 1 through 7 (see Work With Bin Label Batches screen above), refer to Warehouse Bin Label Versions 1 through 7 below. Note: Version 3 is no longer recommended for use as a warehouse bin label.
4. To create a warehouse bin label batch using version versions 8, 9, or A through D (see Work With Bin Label Batches screen above), refer to Warehouse Bin Label Versions 8, 9 or A through D below.

Warehouse Bin Label Versions 1 Through 7

The instructions which follow describe using the Build Bin Label Batch screen to automatically create warehouse label batch records for versions 1 through 7. Refer to Printing Warehouse Bin Labels for examples of these labels.

Note: Version 3 is no longer recommended for use as a warehouse bin label.

CVKKDFR	DISPLAY CDR Customer Conference	4/26/10 8:24:51
Work With Bin Label Batches		
Batch	User ID	Whse. Source Status Version
		1 = 2" X 4" 2 Across
		2 = 2 5/8" X 1" 3 Across
		3 = 3" X 5" 1 UP
	A = 2" X 4"	1 UP
	B = 1" X 3.5"	1 UP
	C = 1.375" X 3"	1 UP
	D = 3" X 4"	1 UP
		4 = 2" X 4" Ver 2 2 Across
		5 = 2"X4" (Non-IPDS) 2 Across
		6 = 3 1/3" X 4" 2 Across
		7 = 2" X 4" No UPC 2 Across
		8 = 3.5" X 6" 2 UP
		9 = 3.5" X 8" 1 UP
P=Mark for Print U=Unmark 2=Edit D=Delete Batch		
? Batch Description	User	Whse. Entered Src Sts Ver
Version 4	JEANNINE	1 1/07/10 O C 4
Version B	JEANNINE	1 1/08/10 O C B
Version C	JEANNINE	1 1/08/10 O C C
Version D	JEANNINE	1 1/08/10 O C D +
F3=Exit F6=Print F8=Manually Create Batch F10=Auto Create Batch		

1. Press <F10> (Auto Create Batch) after determining which version (1 through 7) of the label is desired. The Enter Bin Label Ver screen appears.

Enter Bin Label Ver.
Enter The Version To
Create The Batch For.
1

2. Press <Enter> when the **Enter Bin Label Ver** screen appears. The Build Bin Label Batch screen appears.

CVKOPVR ENTER CDR Customer Conference		4/26/10 14:05:5	
Build Bin Label Batch			
Type choices, press Enter.			
Batch Description . . .			
Warehouse Code . . . 1			
Beginning Loc.		Ending Loc.	
Location Type		(Blank=ALL)	
Only Locs. With Items? Y		(Y,N,Blank)	
UPC/MFG Option(Ver 1) U		(U/M)	
Print BarCode?(Ver 2)		(Y,N,Blank)	
Only Items Added Since		(Date)	
(Version 3 only)			
Date Selection Type .		(N=New items added, P=Price change)	
		From to	
Version 1			
Ver 1: 2" X 4" IPDS		2 Across (10 Per Sheet)	
Ver 2: 1" X 2 5/8" IPDS		3 Across (30 Per Sheet)	
Ver 3: 3" X 5" IPDS		1 Up (Tractor feed)	
Ver 4: 2" X 4" IPDS		2 Across (10 Per Sheet) Simple Format	
Ver 5: 2" X 4" NON-IPDS			
Ver 6: 3 1/3" X 4" IPDS		2 Across (6 Per Sheet) Ver 7: 4 w/No UPC	
F3=Exit F8=Cash & Carry Batches F10=Create Batch			

3. Enter a description for the **Batch Description** (35,a) field.
4. Enter a warehouse code for the **Warehouse Code** (6,a) field.
5. Enter warehouse location codes for the **Beginning Loc.** and **Ending Loc.** (9,a) fields to limit the labels printed to those of designated locations. Users can press <F4> to select location codes from the Select Location Master screen. The **Beginning Loc.** field can be left blank, but a value must be entered the **Ending Loc.** field. Also, the value entered for the **Ending Loc.** field must be greater than or equal to the value entered for the **Beginning Loc.** field.
6. Enter a location type code for the **Location Type** (1,a) field to limit the labels printed to those of designated location types, or leave the field blank to print labels for locations regardless of the type.
7. Enter *Y* (yes) for the **Only Locs. With Items?** (1,a) field to limit the labels printed to those of locations for which no item number is assigned. If *N* (no) is entered, or the **Only Locs. With Items** field is left blank, labels are printed for all locations.
8. If version 1, 4 or 5 is used, enter *U* (UPC) or *M* (Mfg) for the **UPC/MFG Option** (1,a) field to designate that the universal product code or the manufacturer's part number, respectively, is printed on the labels.
9. If version 2 is used, enter *Y* (yes) or *N* (no) for the **Print BarCode?** (1,a) field to designate if item number bar codes are printed on the labels. If the field is left blank, bar codes are not printed.
10. Enter a date for the **Only Items Added Since** (6,n) field to limit the labels printed to those of locations for which items were added by the designated date.

11. Enter one of the following values for the **Date Selection Type** (1,a) field to limit the labels printed as described below:
 - *N* (New items added) - the labels are printed for only those locations with items which were added within the date range designated by using the **From** and **to** (6,n) date fields.
 - *P* (Price change) - the labels are printed for only those locations with items for which the List Price has changed within the date range designated by using the **From** and **to** (6,n) date fields.
12. Enter the version (*1* through *7*) for the **Version** field, and press <Enter>.

```

CVKOPVR  ENTER  CDR Customer Conference  4/26/10 16:07:18
                        Build Bin Label Batch
Type choices, press Enter.
Batch Description . . . Version 2 with barcodes
Warehouse Code . . . . 1
Beginning Loc. . . . . A0108      Ending Loc. . . . . A0414
Location Type . . . . . (Blank=ALL)
Only Locs. With Items? Y      (Y,N,Blank)
UPC/MFG Option(Ver 1) U      (U/M)
Print BarCode?(Ver 2) Y      (Y,N,Blank)
Only Items Added Since      (Date)
(Version 3 only)
Date Selection Type .      (N=New items added, P=Price change)
                        From      to
Version . . . . . 2
Ver 1: 2" X 4"      IPDS  2 Across (10 Per Sheet)
Ver 2: 1" X 2 5/8" IPDS  3 Across (30 Per Sheet)
Ver 3: 3" X 5"      IPDS  1 Up (Tractor feed)
Ver 4: 2" X 4"      IPDS  2 Across (10 Per Sheet) Simple Format
Ver 5: 2" X 4"      NON-IPDS
Ver 6: 3 1/3" X 4" IPDS  2 Across (6 Per Sheet)      Ver 7: 4 w/No UPC
F3=Exit  F8=Cash & Carry Batches  F10=Create Batch

```

13. Press <F10> (Create Batch) when data entry is complete. The Work With Bin Label Batches screen appears.

```

CVKKDFR  DISPLAY CDR Customer Conference  4/26/10 16:07:40
                        Work With Bin Label Batches
Batch  User ID  Whse.  Source  Status  Version
1 = 2" X 4"      2 Across
2 = 2 5/8" X 1"  3 Across
3 = 3" X 5"      1 UP
A = 2" X 4"      1 UP
B = 1" X 3.5"    1 UP
C = 1.375" X 3"  1 UP
D = 3" X 4"      1 UP
4 = 2" X 4" Ver 2 2 Across
5 = 2"X4" (Non-IPDS) 2 Across
6 = 3 1/3" X 4"  2 Across
7 = 2" X 4" No UPC 2 Across
8 = 3.5" X 6"    2 UP
9 = 3.5" X 8"    1 UP

P=Mark for Print  U=Unmark  2=Edit  D=Delete Batch

? Batch Description      User  Whse.  Entered Src Sts Ver
Version 4                JEANNINE 1    1/07/10  O  C  4
Version B                JEANNINE 1    1/08/10  O  C  B
Version C                JEANNINE 1    1/08/10  O  C  C
Version D                JEANNINE 1    1/08/10  O  C  D +

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch

```

If the new warehouse label batch record must be reviewed or changed before printing the labels, refer to Editing Warehouse Label Batch Records.

To print the labels, refer to Printing Warehouse Bin Labels.

Warehouse Bin Label Versions 8, 9 and A Through D

The instructions which follow describe using the Auto Create Batch 2 screen to automatically create warehouse label batch records for versions 8, 9 and A through D. Refer to Printing Warehouse Bin Labels for examples of these labels.

CVKKDFR	DISPLAY CDR Customer Conference	4/26/10 16:21:26
Work With Bin Label Batches		
Batch	User ID	Whse. Source Status Version
		1 = 2" X 4" 2 Across
		2 = 2 5/8" X 1" 3 Across
		3 = 3" X 5" 1 UP
	A = 2" X 4"	1 UP
	B = 1" X 3.5"	1 UP
	C = 1.375" X 3"	1 UP
	D = 3" X 4"	1 UP
		4 = 2" X 4" Ver 2 2 Across
		5 = 2"X4" (Non-IPDS) 2 Across
		6 = 3 1/3" X 4" 2 Across
		7 = 2" X 4" No UPC 2 Across
		8 = 3.5" X 6" 2 UP
		9 = 3.5" X 8" 1 UP
P=Mark for Print U=Unmark 2=Edit D=Delete Batch		
? Batch Description User Whse. Entered Src Sts Ver		
Version 4 JEANNINE 1 1/07/10 O C 4		
Version B JEANNINE 1 1/08/10 O C B		
Version C JEANNINE 1 1/08/10 O C C		
Version D JEANNINE 1 1/08/10 O C D +		
F3=Exit F6=Print F8=Manually Create Batch F10=Auto Create Batch		

1. Press <F10> (Auto Create Batch) after determining which version (8, 9, A, B, C or D) of the label is desired. The Enter Bin Label Ver screen appears.

Enter Bin Label Ver.
Enter The Version To Create The Batch For.
1

2. Enter 8, 9, A, B, C or D for the **Enter The Version To Create The Batch For** field, and press <Enter>. The Auto Create Batch 2 screen appears.

GWQ4PVR	ENTER	CDR Customer Conference	4/26/10 16:30:47
		Auto Create Batch 2	
Type choices, press Enter.			
Batch Description . . .			W.H. 1
Beginning Loc.		Ending Loc.	
Location Type		(Blank=ALL)	
Item Info Y/N			
Arrow U=up D=Down . . .			
Only Locs. With Items? Y (Y,N,Blank)			
Version		B	
		9 = 3.5" X 8" 1 UP	
		A = 2" X 4" 1 UP	
		B = 1" X 3.5" 1 UP	
		C = 1.375" X 3" 1 UP	
		D = 3" X 4" 1 UP	
F3=Exit F10=Create Batch			

3. Enter a description for the **Batch Description** (35,a) field.
4. Enter a warehouse code for the **W.H.** (6,a) field.
5. Enter warehouse location codes for the **Beginning Loc.** and **Ending Loc.** (9,a) fields to limit the labels printed to those of designated locations. Users can press <F4> to select location codes from the Select Location Master screen. The **Beginning Loc.** field can be left blank, but a value must be entered the **Ending Loc.** field. Also, the value entered for the **Ending Loc.** field must be greater than or equal to the value entered for the **Beginning Loc.** field.
6. Enter a location type code for the **Location Type** (1,a) field to limit the labels printed to those of designated location types, or leave the field blank to print labels for locations regardless of the type.
7. Enter *Y* (yes) for the **Item Info Y/N** (1,a) field to print item information on the labels.
8. Enter *U* (up) or *D* (down) for the **Arrow U=up D=down** (1,a) field to designate which direction the arrows are printed on the labels.
9. Enter *Y* (yes) for the **Only Locs. With Items?** (1,a) field to limit the labels printed to those of locations for which no item number is assigned. If *N* (no) is entered, or the **Only Locs. With Items** field is left blank, labels are printed for all locations.

```

GWQ4PVR  ENTER  CDR Customer Conference  4/27/10  8:40:36
                        Auto Create Batch 2
Type choices, press Enter.
Batch Description . . . Version B  W.H. 1

Beginning Loc. . . . . A0108  Ending Loc. . . . . A0414

Location Type . . . . . (Blank=ALL)
Item Info Y/N . . . . . Y
Arrow U=up D=Down . . . U
Only Locs. With Items? Y (Y,N,Blank)

Version . . . . . B
                        9 = 3.5" X 8" 1 UP
                        A = 2" X 4" 1 UP
                        B = 1" X 3.5" 1 UP
                        C = 1.375" X 3" 1 UP
                        D = 3" X 4" 1 UP

F3=Exit  F10=Create Batch

```

10. Press <F10> (Create Batch) when data entry is complete. The Work With Bin Label Batches screen appears.

```

CVKKDFR  DISPLAY CDR Customer Conference  4/27/10  8:49:12
                        Work With Bin Label Batches
Batch  User ID  Whse.  Source  Status  Version
1 = 2" X 4" 2 Across
2 = 2 5/8" X 1" 3 Across
A = 2" X 4" 1 UP
B = 1" X 3.5" 1 UP
C = 1.375" X 3" 1 UP
D = 3" X 4" 1 UP
3 = 3" X 5" 1 UP
4 = 2" X 4" Ver 2 2 Across
5 = 2"X4" (Non-IPDS) 2 Across
6 = 3 1/3" X 4" 2 Across
7 = 2" X 4" No UPC 2 Across
8 = 3.5" X 6" 2 UP
9 = 3.5" X 8" 1 UP

P=Mark for Print  U=Unmark  2=Edit  D=Delete Batch

? Batch Description  User  Whse.  Entered Src Sts Ver
Version 4  JEANNINE 1  1/07/10  O  C  4
Version B  JEANNINE 1  1/08/10  O  C  B
Version C  JEANNINE 1  1/08/10  O  C  C
Version D  JEANNINE 1  1/08/10  O  C  D  +

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch

```

If the new warehouse label batch record must be reviewed or changed before printing the labels, refer to Editing Warehouse Label Batch Records.

To print the labels, refer to Printing Warehouse Bin Labels.

Manually Creating Warehouse Label Batch Records

The instructions below describe using the Edit Bin Label Batch and Edit Bin Label Batch V2 screens to create a warehouse bin label batch record.

User: JTIPPINMenu:LBLCV1Date: 11/28/00

=====> L A B E L M E N U <=====

|||||1. Warehouse Bin Label

THE ||2. Retail Shelf Label

DAC CV1||3. Customer Address Label

SYSTEM ||4. Vendor Address Label

|||||5. Work With Retail Label Batches

|||||6. Work With Bin Label Batches

M E N U C A L L S

19.20.21.

22.23. Dac Main Menu90. Sign Off

=====

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==>

1. Select option 6 (Work With Bin Label Batches) from the Label Menu screen. The Work With Bin Label Batches screen appears.

CVKKDFR DISPLAY Creative Data Research11/28/00 9:47:55

Work With Bin Label Batches

Batch User ID Whse. Source Status Version

1 = 2" X 4" 2 Across

2 = 2 5/8" X 1 3 Across

Type options, press Enter.

P=Mark for Print U=Unmark 2=Edit

? Batch Description User Whse. Entered Src Sts Ver

Locations A0111 thru A0234 JTIPPIN 1 11/27/00 A C 1

Loc A0111 thru A0234 (V. 2) JTIPPIN 1 11/27/00 A C 2

F3=Exit F6=Print F8=Manually Create Batch F10=Auto Create Batch

2. Press <F8> (Manually Create Batch). The Enter Bin Label Ver. window appears.

Enter Bin Label Ver.

Enter The Version To

Create The Batch For.

1

3. Enter one of the following values for the **Enter The Version To Create The Batch For** field to designate the size of labels used for printing:
 - 1 - Laser printer labels measuring 2" by 4" (2 across), such as Avery 5263 labels (10 per sheet).
 - 2 - Laser printer labels measuring 1" by 2-5/8" (3 across), such as Avery 5260 labels (30 per sheet).

Refer to the previous section for examples of these warehouse bin labels.

4. Press <Enter>. If 2" by 4" labels are used, the Edit Bin Label Batch screen appears (see below).

CVKJETR	ADD	Creative Data Research		11/28/00 10:11:55
Edit Bin Label Batch				
Batch	8		Whse 1	
Entered:	11/28/00	Last Changed:	By:	UPC/MFG Print? U (U/M)
	Label 1	Label 2	2 X 5 Labels Per Sheet	
?=Search	D=Delete request			
? Line	Location	Location		
0				
0				
0				
0				
0				
F3=Exit F7=Update & Exit F11=Delete				

If 1" by 2-5/8" labels are used, the Edit Bin Label Batch V2 screen appears (see below).

CVSJETR	ADD	Creative Data Research		11/28/00 10:03:50
Edit Bin Label Batch V2				
Batch	7		Whse 1	
Entered:	11/28/00	Last Changed:	By:	Barcode? (Y,N,Blank)
	Label 1	Label 2	Label 3	3 X 10 Labels Per Sheet
?=Search	D=Delete request			
? Line	Location	Location	Location	
0				
0				
0				
0				
0				
0				
0				
0				
0				
F3=Exit F4=Search F7=Update & Exit F11=Delete				

5. Enter a description for the batch (35,a) next to the batch number, and enter a warehouse code for the **Whse** (6,a) field.
6. If 2" by 4" labels (2 across) are used, enter *U* (UPC) or *M* (Mfg) for the **UPC/MFG Print?** (1,a) field to designate that the universal product code or the manufacturer's part number, respectively, is printed on the labels.
7. If 1" by 2-5/8" labels (3 across) are used, enter *Y* (yes) or *N* (no) for the **BarCode?** (1,a) field to designate if bar codes are printed on the labels. If the field is left blank, bar codes are not printed.
8. Enter warehouse location codes for the **Location** (9,a) fields to designate for which the locations labels are printed. Refer to Editing Warehouse Label Batch Records for information about deleting lines of location codes.

9. Press <F7> (Update & Exit) when data entry is complete.

```

CVKJETR   ADD      Creative Data Research      11/28/00 10:11:55
                        Edit Bin Label Batch
Batch      8 Locations A0241 - A0245           Whse 1
Entered: 11/28/00 Last Changed:                By:          UPC/MFG Print? U (U/M)

          Label 1    Label 2      2 X 5 Labels Per Sheet
? = Search  D = Delete request

? Line   Location   Location
      0 A0241      A0242
      0 A0243      A0244
      0 A0245
      0
      0

F3=Exit   F7=Update & Exit   F11=Delete

CONFIRM: Y (Y/N)

```

10. Press <Enter> when prompted to confirm. The Work With Bin Label Batches screen appears.

```

CVKKDFR   DISPLAY Creative Data Research      11/28/00 11:14:41
                        Work With Bin Label Batches
Batch User ID Whse. Source Status Version
                        1 = 2" X 4"      2 Across
                        2 = 2 5/8" X 1    3 Across

Type options, press Enter.
P=Mark for Print U=Unmark 2=Edit

? Batch Description      User      Whse.   Entered Src Sts Ver
Locations A0111 thru A0234 JTIPPIN 1      11/27/00 A C 1
Loc A0111 thru A0234 (V. 2) JTIPPIN 1      11/27/00 A C 2
Locations A0241 - A0245 JTIPPIN 1      11/28/00 O C 1

F3=Exit   F6=Print   F8=Manually Create Batch   F10=Auto Create Batch

```

If the new warehouse label batch record must be reviewed or changed before printing the labels, refer to Editing Warehouse Label Batch Records. To print the labels, refer to Printing Warehouse Bin Labels.

Editing Warehouse Label Batch Records

The instructions below describe using the Edit Bin Label Batch and Edit Bin Label Batch V2 screens to edit warehouse bin label batch records.

```
User: JTIPPIN          Menu:LBLCV1          Date: 11/28/00

===== > L A B E L      M E N U <=====
=====
|||||||      1. Warehouse Bin Label
THE      ||      2. Retail Shelf Label
DAC CV1||      3. Customer Address Label
SYSTEM ||      4. Vendor Address Label
|||||||      5. Work With Retail Label Batches
|||||||      6. Work With Bin Label Batches

                                M E N U   C A L L S
19.                                20.                                21.
22.                                23. Dac Main Menu          90. Sign Off
=====
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==>
```

1. Select option 6 (Work With Bin Label Batches) from the Label Menu screen. The Work With Bin Label Batches screen appears.

```
CVKKDFR   DISPLAY Creative Data Research          11/28/00 11:40:47
                                Work With Bin Label Batches
Batch User ID   Whse.   Source   Status   Version
                                           1 = 2" X 4"          2 Across
                                           2 = 2 5/8" X 1      3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark   2=Edit

? Batch Description              User      Whse.   Entered Src Sts Ver
Locations A0111 thru A0234      JTIPPIN   1       11/27/00 A  C  1
Loc A0111 thru A0234 (V. 2)    JTIPPIN   1       11/27/00 A  C  2
Locations A0241 - A0245        JTIPPIN   1       11/28/00 O  C  1

F3=Exit   F6=Print   F8=Manually Create Batch   F10=Auto Create Batch
```

2. After locating the desired warehouse label batch record in the screen's list (use <Page Down> if necessary), and enter 2 (Edit) in the selection column next to the batch description.

```

CVKKDFR    DISPLAY Creative Data Research    11/28/00 12:46:40
                                Work With Bin Label Batches
Batch User ID   Whse.   Source   Status   Version
                                1 = 2" X 4"      2 Across
                                2 = 2 5/8" X 1    3 Across

Type options, press Enter.
P=Mark for Print   U=Unmark   2=Edit

? Batch Description              User      Whse.    Entered Src Sts Ver
  Locations A0111 thru A0234      JTIPPIN   1      11/27/00 A   C   1
  2 Loc A0111 thru A0234 (V. 2)  JTIPPIN   1      11/27/00 A   C   2
  Locations A0241 - A0245        JTIPPIN   1      11/28/00 O   C   1

F3=Exit   F6=Print   F8=Manually Create Batch   F10=Auto Create Batch

```

3. Press <Enter>. The Edit Bin Label Batch screen appears (see below) if 2" by 4" labels (2 across) are used as designated by the value of 1 appearing for the **Ver** field of the warehouse label batch record.

```

CVKJETR    CHANGE Creative Data Research    11/28/00 14:01:18
                                Edit Bin Label Batch
Batch      8 Locations A0241 - A0245      Whse 1
Entered: 11/28/00 Last Changed: 11/28/00 By: JTIPPIN UPC/MFG Print? U (U/M)

      Label 1      Label 2      2 X 5 Labels Per Sheet
?=Search D=Delete request

? Line  Location  Location
    1  A0241      A0242
    2  A0243      A0244
    3  A0245
    0
    0

F3=Exit   F7=Update & Exit   F11=Delete

```

The Edit Bin Label Batch V2 screen appears (see below) if 1" by 2-5/8" labels (3 across) are used as designated by the value of 2 appearing for the **Ver** field of the warehouse label batch record.

```

CVSJETR    CHANGE Creative Data Research    11/28/00 14:02:22
                                Edit Bin Label Batch V2
Batch      4 Loc A0111 thru A0234 (V. 2)      Whse 1
Entered: 11/27/00 Last Changed:              By: JTIPPIN Barcode? Y (Y,N,Blank)

      Label 1      Label 2      Label 3      3 X 10 Labels Per Sheet
?=Search D=Delete request

? Line  Location  Location  Location
    1  A0111      A0112      A0113
    2  A0114      A0115      A0121
    3  A0122      A0123      A0124
    4  A0125      A0131      A0132
    5  A0133      A0134      A0135
    6  A0141      A0142      A0143
    7  A0144      A0145      A0211
    8  A0212      A0213      A0214
    9  A0215      A0221      A0222
   10  A0223      A0224      A0225      +

F3=Exit   F4=Search   F7=Update & Exit   F11=Delete

```

4. If necessary, change or add new warehouse location codes to the lines of the warehouse label batch record.
5. Enter *D* (Delete request) in the selection column next to a line of location codes to mark it for deletion.

6. Press <F7> (Update & Exit) when data entry is complete.

```

CVSJETR  CHANGE  Creative Data Research  11/28/00 14:27:59
                                Edit Bin Label Batch V2
Batch      4 Loc A0111 thru A0234 (V. 2)  Whse 1
Entered: 11/27/00 Last Changed:          By: JTIPPIN Barcode? Y (Y,N,Blank)

      Label 1    Label 2    Label 3      3 X 10 Labels Per Sheet
?=Search D=Delete request

? Line   Location  Location  Location
D   1   A0111     A0112     A0113
    2   A0114     A0115     A0121
    3   A0122     A0123     A0124
    4   A0125     A0131     A0132
    5   A0133     A0134     A0135
    6   A0141     A0142     A0143
    7   A0144     A0145     A0211
    8   A0212     A0213     A0214
    9   A0215     A0221     A0222
   10  A0223     A0224     A0225
                                           +

F3=Exit  F4=Search  F7=Update & Exit  F11=Delete
                                CONFIRM: Y (Y/N)

```

7. Press <Enter> when prompted to confirm. The Work With Bin Label Batches screen appears.

```

CVKKDFR  DISPLAY Creative Data Research  11/28/00 14:28:45
                                Work With Bin Label Batches
Batch User ID  Whse.  Source  Status  Version
                                1 = 2" X 4"      2 Across
                                2 = 2 5/8" X 1    3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark  2=Edit

? Batch Description              User      Whse.  Entered Src Sts Ver
Locations A0111 thru A0234      JTIPPIN  1      11/27/00 A  C  1
Loc A0111 thru A0234 (V. 2)    JTIPPIN  1      11/27/00 A  C  2
Locations A0241 - A0245        JTIPPIN  1      11/28/00 O  C  1

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch

```

Refer to Printing Warehouse Bin Labels for information about printing the labels.

Printing Warehouse Bin Labels

The instructions below describe using the Work With Bin Label Batches screen to print warehouse bin labels after creating a warehouse bin label batch record. All but one version of the labels require a printer with IPDS (intelligent printer data stream) capability. Examples of the labels are illustrated below the instructions.

Note: The Warehouse Bin Label application (option 1 of the Label Menu screen), which can be used to print warehouse bin labels, is no longer recommended for use due to system upgrades.

```
User: JTIPPIN           Menu:LBLCV1           Date: 11/27/00

===== > L A B E L   M E N U <=====
|||||||
THE  ||      1. Warehouse Bin Label
DAC CV1||    2. Retail Shelf Label
SYSTEM ||    3. Customer Address Label
|||||||    4. Vendor Address Label
|||||||    5. Work With Retail Label Batches
|||||||    6. Work With Bin Label Batches

                                M E N U   C A L L S
19.                                20.                                21.
22.                                23. Dac Main Menu          90. Sign Off

=====
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==>
```

- 1. Select option 6 (Work With Bin Label Batches) from the Label Menu screen. The Work With Bin Label Batches screen appears.

```
CVKKDFR   DISPLAY Creative Data Research           11/27/00 16:25:57
                                Work With Bin Label Batches
Batch User ID  Whse.  Source  Status  Version
1 = 2" X 4"           2 Across
2 = 2 5/8" X 1       3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark  2=Edit

? Batch Description              User      Whse.   Entered Src Sts Ver
Locations A0111 thru A0234      JTIPPIN  1       11/27/00 A  C  1
Loc A0111 thru A0234 (V. 2)    JTIPPIN  1       11/27/00 A  C  2

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch
```

- 2. After locating the desired warehouse bin label batch record in the screen's list (use <Page Down> if necessary), enter *P* (Mark For Print) in the selection column next to the batch description.

```

CVKKDFR    DISPLAY Creative Data Research          11/27/00 16:25:57
                    Work With Bin Label Batches
Batch User ID  Whse.  Source  Status  Version
                                     1 = 2" X 4"      2 Across
                                     2 = 2 5/8" X 1    3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark  2=Edit

? Batch Description              User      Whse.    Entered Src Sts Ver
Locations A0111 thru A0234      JTIPPIN  1      11/27/00 A  C  1
P Loc A0111 thru A0234 (V. 2)   JTIPPIN  1      11/27/00 A  C  2

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch

```

3. Press <Enter>.

```

CVKKDFR    DISPLAY Creative Data Research          11/27/00 16:31:57
                    Work With Bin Label Batches
Batch User ID  Whse.  Source  Status  Version
                                     1 = 2" X 4"      2 Across
                                     2 = 2 5/8" X 1    3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark  2=Edit

? Batch Description              User      Whse.    Entered Src Sts Ver
Locations A0111 thru A0234      JTIPPIN  1      11/27/00 A  C  1
Loc A0111 thru A0234 (V. 2)     JTIPPIN  1      11/27/00 A  P  2

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch

```

4. Press <F6> to print the marked label records.

```

CVKKDFR    DISPLAY Creative Data Research          11/27/00 16:34:38
                    Work With Bin Label Batches
Batch User ID  Whse.  Source  Status  Version
                                     1 = 2" X 4"      2 Across
                                     2 = 2 5/8" X 1    3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark  2=Edit

? Batch Description              User      Whse.    Entered Src Sts Ver
Locations A0111 thru A0234      JTIPPIN  1      11/27/00 A  C  1
Loc A0111 thru A0234 (V. 2)     JTIPPIN  1      11/27/00 A  P  2

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch
Printing Bin Labels...

```

5. Enter *U* (Unmark) in the selection column next to the batch description, and press <Enter> to unmark the warehouse label batch record for printing.


```

CVKKDFR    DISPLAY Creative Data Research          11/27/00 16:45:54
                Work With Bin Label Batches
Batch User ID  Whse.  Source  Status  Version
                1 = 2" X 4"          2 Across
                2 = 2 5/8" X 1      3 Across

Type options, press Enter.
P=Mark for Print  U=Unmark  Z=Edit

? Batch Description          User      Whse.    Entered Src Sts Ver
Locations A0111 thru A0234   JTIPPIN  1        11/27/00 A  C  1
Loc A0111 thru A0234 (V. 2)  JTIPPIN  1        11/27/00 A  C  2

F3=Exit  F6=Print  F8=Manually Create Batch  F10=Auto Create Batch

```

6. Press <F3> to exit. The Label Menu appears.

```

User: JTIPPIN          Menu:LBLCV1          Date: 11/27/00

===== > L A B E L      M E N U <=====
=====
|||||||      1. Warehouse Bin Label
THE      ||      2. Retail Shelf Label
DAC CV1||      3. Customer Address Label
SYSTEM ||      4. Vendor Address Label
|||||||      5. Work With Retail Label Batches
|||||||      6. Work With Bin Label Batches

                                M E N U   C A L L S
19.                                20.                                21.
22.                                23. Dac Main Menu          90. Sign Off
=====
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==>

```































Warehouse Bin Label Version 1

Version 1 can be printed on 8-1/2" by 11" sheets consisting of 10 labels (2" by 4").

<p>8937323490 10 PAK 234090 A & C EXCLUSIVES. 45269</p> <p style="font-size: 24pt; font-weight: bold;">A0108</p> <hr/> <p>8937323490 10 PAK 45269 A & C EXCLUSIVES.</p> <p style="font-size: 24pt; font-weight: bold;">A0108</p> <p>9070900606 50 EA 999495 WOLF BROTHERS CROOKS BOX 50 005000CT</p> <p style="font-size: 24pt; font-weight: bold;">A0110</p> <hr/> <p>9070900606 50 EA 005000CT WOLF BROTHERS CROOKS BOX 50</p> <p style="font-size: 24pt; font-weight: bold;">A0110</p> <p>000307 3 EA 307 ALKA-SELTZER 2-TABLETS 002200OZ</p> <p style="font-size: 24pt; font-weight: bold;">A0112</p> <hr/> <p>000307 3 EA 002200OZ ALKA-SELTZER 2-TABLETS</p> <p style="font-size: 24pt; font-weight: bold;">A0112</p> <p>4110000092 12 EA 92 ST. JOSEPH FEVER REDUCER 30 TAB 002200OZ</p> <p style="font-size: 24pt; font-weight: bold;">A0114</p> <hr/> <p>4110000092 12 EA 002200OZ ST. JOSEPH FEVER REDUCER 30 TAB</p> <p style="font-size: 24pt; font-weight: bold;">A0114</p> <p>099200009180 10 EA 943280 A INTERNATIONALS 002000PK</p> <p style="font-size: 24pt; font-weight: bold;">A0116</p> <hr/> <p>099200009180 10 EA 002000PK A INTERNATIONALS</p> <p style="font-size: 24pt; font-weight: bold;">A0116</p>	<p>111000 10 EA 111000 BAGS BRN 20# HEAVY SQUAT 002000PK</p> <p style="font-size: 24pt; font-weight: bold;">A0109</p> <hr/> <p>111000 10 EA 002000PK BAGS BRN 20# HEAVY SQUAT</p> <p style="font-size: 24pt; font-weight: bold;">A0109</p> <p>25900 10 EA 259006 SWISH SWEET LTL CIGAR LT. 10/20 002000PK</p> <p style="font-size: 24pt; font-weight: bold;">A0111</p> <hr/> <p>25900 10 EA 002000PK SWISH SWEET LTL CIGAR LT. 10/20</p> <p style="font-size: 24pt; font-weight: bold;">A0111</p> <p>123456789012 2 PAK 100461 A & C CLASSIC LIGHT 10/12 PK. 10 OZ</p> <p style="font-size: 24pt; font-weight: bold;">A0113</p> <hr/> <p>123456789012 2 PAK 10 OZ A & C CLASSIC LIGHT 10/12 PK.</p> <p style="font-size: 24pt; font-weight: bold;">A0113</p> <p>6666666 X 12 EA 415560 ULTRA START VITAMIN PKT 12/CT XXXXX 001200CT</p> <p style="font-size: 24pt; font-weight: bold;">A0115</p> <hr/> <p>6666666 X 12 EA 001200CT ULTRA START VITAMIN PKT 12/CT XXXXX</p> <p style="font-size: 24pt; font-weight: bold;">A0115</p> <p>88 24 BO 17892 ALMOND JOY 002000PK</p> <p style="font-size: 24pt; font-weight: bold;">A0117</p> <hr/> <p>88 24 BO 002000PK ALMOND JOY</p> <p style="font-size: 24pt; font-weight: bold;">A0117</p>
--	---

Warehouse Bin Label Version 2

Version 2 can be printed on 8-1/2" by 11" sheets consisting of 30 labels (2-5/8" by 1"). This version can be printed with bar codes (see below), or without bar codes (see the example on the following page).

<p>A & C EXCLUSIVES. 45269 8937323490</p> <p>A0108  SWISH SWEET LTL CIGAR LT. 10/2 002000PK 25900</p> <p>A0111  ST. JOSEPH FEVER REDUCER 30 TA 002200OZ 4110000092</p> <p>A0114  ALMOND JOY 002000PK 36</p> <p>A0117  JERGENS BATH BEADS NAT 15Z EA 001500OZ 1910004017</p> <p>A0211  SKOAL BANDIT REGULAR 10/CT 001000CT upc2</p> <p>A0214  ADANTE ELEGANTE 801 NAT 10/3 P 000300PK 8937325010</p> <p>A0223  GATORADE CITRUS COOLER 32 OZ. 32 OZ 5200033905</p> <p>A0232  A & C PANATELA DARK 5/4 PACK 000400PK</p> <p>A0241  RICHLAND KS 20'S 002000PK 2720000191</p> <p>A0244  </p>	<p>BAGS BRN 20# HEAVY SQUAT 002000PK 111000</p> <p>A0109  ALKA-SELTZER 2-TABLETS 002200OZ 000307</p> <p>A0112  ULTRA START VITAMIN PRT 12/CT 001200CT 6666666 X MOQ: 3</p> <p>A0115  BACARDI MARGARITA MIX 24/10Z E 001000OZ 2500000625</p> <p>A0118  TOOTSIE ROLL POP ASST 100/CT 0 17.0OZ 7172000508</p> <p>A0212  A&W DT ROOTBEER CANDY 12.0OZ 78400412541</p> <p>A0221  KUDOS PEANUT BUTTER 12CT 001200CT 4000011185</p> <p>A0224  MAGNA FULL FLAVOR 002000PK 1230016806</p> <p>A0233  A & C EXCLUSIVES. 45269 7777777777777</p> <p>A0242  BELAIR FILTER KING 002000PK</p> <p>A0413  </p>	<p>WOLF BROTHERS CROOKS BOX 50 005000CT 9070900606</p> <p>A0110  A & C CLASSIC LIGHT 10/12 PK. 10 OZ 123456789012</p> <p>A0113  A INTERNATIONALS 002000PK 099200009180</p> <p>A0116  G.P.C. LIGHT KINGS BOX 002000PK 2720001281</p> <p>A0120  RAGU SPAG SAUCE MEAT 12/28Z EA 28.00 OZ 3620000302</p> <p>A0213  TWIX PEANUT BUTTER 24/CT 002400CT 4000011122</p> <p>A0222  PB MAX FNT BUTTER 24/NP 002400CT 4000011122</p> <p>A0231  DORAL LIGHT KS 002000PK 1230015112</p> <p>A0234  RICHLAND LIGHTS 20'S 002000PK 2720000193</p> <p>A0243  CARLTON MENTHOL 002000PK 4330002040</p> <p>A0414  </p>
--	---	--











Warehouse Bin Label Version 2 (continued)

This example of version 2 is printed without barcodes.

<p>A & C EXCLUSIVES.</p> <p>45269 8937323490</p> <p>Item # 234090</p> <p>A0108</p> <p>SWISH SWEET LTL CIGAR LT. 10/2</p> <p>002000PK 25900</p> <p>Item # 259006</p> <p>A0111</p> <p>ST. JOSEPH FEVER REDUCER 30 TA</p> <p>0022000Z 4110000092</p> <p>Item # 92</p> <p>A0114</p> <p>ALMOND JOY</p> <p>002000PK 88</p> <p>Item # 17892</p> <p>A0117</p> <p>JERGENS BATH HEADS NAT 15Z EA</p> <p>0015000Z 1910004017</p> <p>Item # 111369</p> <p>A0211</p> <p>SNOAL BANDIT REGULAR 10/CT</p> <p>001000CT upc2</p> <p>Item # 307350</p> <p>A0214</p> <p>ADANTE ELEGANTE 801 NAT 10/3 P</p> <p>000300PK 8937325010</p> <p>Item # 202400</p> <p>A0223</p> <p>GATORADE CITRUS COOLER 32 OZ.</p> <p>32 OZ 5200033905</p> <p>Item # 33905</p> <p>A0232</p> <p>A & C PANATELA DARK 5/4 PACK</p> <p>000400PK</p> <p>Item # 999491</p> <p>A0241</p> <p>RICHLAND KS 20'S</p> <p>002000PK 2720000191</p> <p>Item # 127805</p> <p>A0244</p>	<p>BAGS BRN 20# HEAVY SQUAT</p> <p>002000PK 111000</p> <p>Item # 111000</p> <p>A0109</p> <p>ALKA-SELTZER 2-TABLETS</p> <p>0022000Z 000307</p> <p>Item # 307</p> <p>A0112</p> <p>ULTRA START VITAMIN PKT 12/CT</p> <p>001200CT 6666666 X MOQ: 3</p> <p>Item # 415560</p> <p>A0115</p> <p>BACARDI MARGARITA MIX 24/10Z E</p> <p>0010000Z 2500000625</p> <p>Item # 999184</p> <p>A0118</p> <p>TOOTSIE ROLL POP ASST 100/CT</p> <p>0 17.00Z 7172000508</p> <p>Item # 521100</p> <p>A0212</p> <p>A&W DT ROOTBEER CANDY</p> <p>12.00Z 78400412541</p> <p>Item # 993251</p> <p>A0221</p> <p>KUDOS PEANUT BUTTER 12CT</p> <p>001200CT 4000011185</p> <p>Item # 650800</p> <p>A0224</p> <p>MAGNA FULL FLAVOR</p> <p>002000PK 1230016806</p> <p>Item # 129100</p> <p>A0233</p> <p>A & C EXCLUSIVES.</p> <p>45269 77777777777777</p> <p>Item # 234090</p> <p>A0242</p> <p>BELAIR FILTER KING</p> <p>002000PK</p> <p>Item # 126710</p> <p>A0413</p>	<p>WOLF BROTHERS CROOKS BOX 50</p> <p>005000CT 9070900606</p> <p>Item # 999495</p> <p>A0110</p> <p>A & C CLASSIC LIGHT 10/12 PK.</p> <p>10 OZ 123456789012</p> <p>Item # 100461</p> <p>A0113</p> <p>A INTERNATIONALS</p> <p>002000PK 099200009180</p> <p>Item # 943280</p> <p>A0116</p> <p>G.P.C. LIGHT KINGS BOX</p> <p>002000PK 2720001281</p> <p>Item # 129102</p> <p>A0120</p> <p>RAGU SPAG SAUCE MEAT 12/28Z EA</p> <p>28.00 OZ 3620000302</p> <p>Item # 993358</p> <p>A0213</p> <p>TMIX PEANUT BUTTER 24/CT</p> <p>002400CT 4000011122</p> <p>Item # 538200</p> <p>A0222</p> <p>FB MAX PNT BUTTER 24/NF</p> <p>002400CT 4000011122</p> <p>Item # 592222</p> <p>A0231</p> <p>DORAL LIGHT KS</p> <p>002000PK 1230015112</p> <p>Item # 127700</p> <p>A0234</p> <p>RICHLAND LIGHTS 20'S</p> <p>002000PK 2720000193</p> <p>Item # 127800</p> <p>A0243</p> <p>CARLTON MENTHOL</p> <p>002000PK 4330002040</p> <p>Item # 999910</p> <p>A0414</p>
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Warehouse Bin Label Version 4

Version 4 can be printed on 8-1/2" by 11" sheets consisting of 10 labels (2" by 4"). This version can be printed with bar codes of both the item's UPC and item number (see below), or with bar codes of only the item's number.

A & C EXCLUSIVES. A0108 8937323490 	PAK A0110 234090 	WOLF BROTHERS CROOKS BOX 50 A0110 9070900606 	EA A0110 999495 
ST. JOSEPH FEVER REDUCER 30 TAB A0114 4110000092 	EA A0114 92 	A INTERNATIONALS A0116 099200009180 	EA A0116 943280 
BACARDI MARGARITA MIX 24/10Z EA A0118 2500000625 	EA A0118 999184 	G.P.C. LIGHT KINGS BOX A0120 2720001281 	EA A0120 129102 
JERGENS BATH BEADS NAT 15Z EA A0211 1910004017 	EA A0211 111369 	TOOTSIE ROLL POP ASST 100/CT A0212 7172000508 	EA A0212 521100 
RAGU SPAG SAUCE MEAT 12/28Z EA A0213 3620000302 	EA A0213 993358 	A&W DT ROOTBEER CANDY A0221 78400412541 	EA A0221 993251 

Warehouse Bin Label Version 5

Version 5 can be printed on 8-1/2" by 11" sheets consisting of 10 labels (2" by 4"), and does not require a printer with IPDS capability.

<p style="text-align: center;">A & C EXCLUSIVES.</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>1</td><td>000</td><td>88888</td></tr> <tr> <td>A A</td><td>00 00</td><td>111</td><td>00 00</td><td>88 88</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>1</td><td>00 0 00</td><td>88888</td></tr> <tr> <td>A A</td><td>00 00</td><td>1</td><td>00 00</td><td>88 88</td></tr> <tr> <td>A A</td><td>000</td><td>1111111</td><td>000</td><td>88888</td></tr> </table> <p style="text-align: center;">234090 8937323490 10 PAK</p>	A	000	1	000	88888	A A	00 00	111	00 00	88 88	AAAAA	00 0 00	1	00 0 00	88888	A A	00 00	1	00 00	88 88	A A	000	1111111	000	88888	<p style="text-align: center;">WOLF BROTHERS CROOKS BOX 50</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>1</td><td>1</td><td>000</td></tr> <tr> <td>A A</td><td>00 00</td><td>111</td><td>111</td><td>00 00</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>1</td><td>1</td><td>00 0 00</td></tr> <tr> <td>A A</td><td>00 00</td><td>1</td><td>1</td><td>00 00</td></tr> <tr> <td>A A</td><td>000</td><td>1111111</td><td>1111111</td><td>000</td></tr> </table> <p style="text-align: center;">999495 9070900606 50 EA</p>	A	000	1	1	000	A A	00 00	111	111	00 00	AAAAA	00 0 00	1	1	00 0 00	A A	00 00	1	1	00 00	A A	000	1111111	1111111	000
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A A	00 00	111	00 00	88 88																																															
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A A	00 00	1	1	00 00																																															
A A	000	1111111	1111111	000																																															
<p style="text-align: center;">ST. JOSEPH FEVER REDUCER 30 TAB</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>1</td><td>1</td><td>44 44</td></tr> <tr> <td>A A</td><td>00 00</td><td>111</td><td>111</td><td>44 44</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>1</td><td>1</td><td>4444444</td></tr> <tr> <td>A A</td><td>00 00</td><td>1</td><td>1</td><td>44</td></tr> <tr> <td>A A</td><td>000</td><td>1111111</td><td>1111111</td><td>44</td></tr> </table> <p style="text-align: center;">92 4110000092 12 EA</p>	A	000	1	1	44 44	A A	00 00	111	111	44 44	AAAAA	00 0 00	1	1	4444444	A A	00 00	1	1	44	A A	000	1111111	1111111	44	<p style="text-align: center;">A INTERNATIONALS</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>1</td><td>1</td><td>66</td></tr> <tr> <td>A A</td><td>00 00</td><td>111</td><td>111</td><td>66</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>1</td><td>1</td><td>6666666</td></tr> <tr> <td>A A</td><td>00 00</td><td>1</td><td>1</td><td>66 66</td></tr> <tr> <td>A A</td><td>000</td><td>1111111</td><td>1111111</td><td>66666</td></tr> </table> <p style="text-align: center;">941280 099200009180 10 EA</p>	A	000	1	1	66	A A	00 00	111	111	66	AAAAA	00 0 00	1	1	6666666	A A	00 00	1	1	66 66	A A	000	1111111	1111111	66666
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A A	00 00	1	1	66 66																																															
A A	000	1111111	1111111	66666																																															
<p style="text-align: center;">BACARDI MARGARITA MIX 24/10Z EA</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>1</td><td>1</td><td>88888</td></tr> <tr> <td>A A</td><td>00 00</td><td>111</td><td>111</td><td>88 88</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>1</td><td>1</td><td>88888</td></tr> <tr> <td>A A</td><td>00 00</td><td>1</td><td>1</td><td>88 88</td></tr> <tr> <td>A A</td><td>000</td><td>1111111</td><td>1111111</td><td>88888</td></tr> </table> <p style="text-align: center;">999184 2500000625 1 EA</p>	A	000	1	1	88888	A A	00 00	111	111	88 88	AAAAA	00 0 00	1	1	88888	A A	00 00	1	1	88 88	A A	000	1111111	1111111	88888	<p style="text-align: center;">G.P.C. LIGHT KINGS BOX</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>1</td><td>222</td><td>000</td></tr> <tr> <td>A A</td><td>00 00</td><td>111</td><td>22 22</td><td>00 00</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>1</td><td>222</td><td>00 0 00</td></tr> <tr> <td>A A</td><td>00 00</td><td>1</td><td>22</td><td>00 00</td></tr> <tr> <td>A A</td><td>000</td><td>1111111</td><td>2222222</td><td>000</td></tr> </table> <p style="text-align: center;">129102 2720001281 1 EA</p>	A	000	1	222	000	A A	00 00	111	22 22	00 00	AAAAA	00 0 00	1	222	00 0 00	A A	00 00	1	22	00 00	A A	000	1111111	2222222	000
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AAAAA	00 0 00	1	222	00 0 00																																															
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<p style="text-align: center;">JERGENS BATH BEADS NAT 15Z EA</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>222</td><td>1</td><td>1</td></tr> <tr> <td>A A</td><td>00 00</td><td>22 22</td><td>111</td><td>111</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>222</td><td>1</td><td>1</td></tr> <tr> <td>A A</td><td>00 00</td><td>22</td><td>1</td><td>1</td></tr> <tr> <td>A A</td><td>000</td><td>2222222</td><td>1111111</td><td>1111111</td></tr> </table> <p style="text-align: center;">111369 1910004017 1 EA</p>	A	000	222	1	1	A A	00 00	22 22	111	111	AAAAA	00 0 00	222	1	1	A A	00 00	22	1	1	A A	000	2222222	1111111	1111111	<p style="text-align: center;">TOOTSIE ROLL POP ASST 100/CT</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>222</td><td>1</td><td>222</td></tr> <tr> <td>A A</td><td>00 00</td><td>22 22</td><td>111</td><td>22 22</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>222</td><td>1</td><td>222</td></tr> <tr> <td>A A</td><td>00 00</td><td>22</td><td>1</td><td>22</td></tr> <tr> <td>A A</td><td>000</td><td>2222222</td><td>1111111</td><td>2222222</td></tr> </table> <p style="text-align: center;">521100 7172000508 100 EA</p>	A	000	222	1	222	A A	00 00	22 22	111	22 22	AAAAA	00 0 00	222	1	222	A A	00 00	22	1	22	A A	000	2222222	1111111	2222222
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AAAAA	00 0 00	222	1	1																																															
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A A	000	2222222	1111111	1111111																																															
A	000	222	1	222																																															
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AAAAA	00 0 00	222	1	222																																															
A A	00 00	22	1	22																																															
A A	000	2222222	1111111	2222222																																															
<p style="text-align: center;">RAGU SPAG SAUCE MEAT 12/28Z EA</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>222</td><td>1</td><td>3333</td></tr> <tr> <td>A A</td><td>00 00</td><td>22 22</td><td>111</td><td>3 33</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>222</td><td>1</td><td>333</td></tr> <tr> <td>A A</td><td>00 00</td><td>22</td><td>1</td><td>3 33</td></tr> <tr> <td>A A</td><td>000</td><td>2222222</td><td>1111111</td><td>3333</td></tr> </table> <p style="text-align: center;">993358 1620000302 1 EA</p>	A	000	222	1	3333	A A	00 00	22 22	111	3 33	AAAAA	00 0 00	222	1	333	A A	00 00	22	1	3 33	A A	000	2222222	1111111	3333	<p style="text-align: center;">A&W DT ROOTBEER CANDY</p> <table border="0" style="width: 100%;"> <tr> <td>A</td><td>000</td><td>222</td><td>222</td><td>1</td></tr> <tr> <td>A A</td><td>00 00</td><td>22 22</td><td>22 22</td><td>111</td></tr> <tr> <td>AAAAA</td><td>00 0 00</td><td>222</td><td>222</td><td>1</td></tr> <tr> <td>A A</td><td>00 00</td><td>22</td><td>22</td><td>1</td></tr> <tr> <td>A A</td><td>000</td><td>2222222</td><td>2222222</td><td>1111111</td></tr> </table> <p style="text-align: center;">993251 78400412541 12 EA</p>	A	000	222	222	1	A A	00 00	22 22	22 22	111	AAAAA	00 0 00	222	222	1	A A	00 00	22	22	1	A A	000	2222222	2222222	1111111
A	000	222	1	3333																																															
A A	00 00	22 22	111	3 33																																															
AAAAA	00 0 00	222	1	333																																															
A A	00 00	22	1	3 33																																															
A A	000	2222222	1111111	3333																																															
A	000	222	222	1																																															
A A	00 00	22 22	22 22	111																																															
AAAAA	00 0 00	222	222	1																																															
A A	00 00	22	22	1																																															
A A	000	2222222	2222222	1111111																																															


Warehouse Bin Label Version 6

Version 6 can be printed on 8-1/2" by 11" sheets consisting of 6 labels (3-1/3" by 4").

<p>CAMEL FILTER 100 XXXXXXXX 200 CIGS.. 12300-16212</p> <p>AATEST1</p> <p>Height: 12 Width: 12 Depth: 12</p> <p>1104 0002</p> <p>EACH CTN CONTAINS 10 EAS</p>	<p>A & C EXCLUSIVES. 45269 89373-23490</p> <p>A0108</p> <p>Height: 0 Width: 0 Depth: 0</p> <p>2340 9002</p> <p>EACH BBB CONTAINS 10 PAKS</p>
<p>ALKA-SELTZER 2-TABLETS 0022000Z 41321-10240</p> <p>A0112</p> <p>Height: 0 Width: 0 Depth: 0</p> <p>0003 0700</p> <p>EACH PAK CONTAINS 3 EAS</p>	<p>CAMEL FILTER 100 XXXXXXXX 200 CIGS.. 12300-16212</p> <p>AATEST1</p> <p>Height: 12 Width: 12 Depth: 12</p> <p>1104 0002</p> <p>EACH CTN CONTAINS 10 EAS</p>
<p>CAMEL FILTER 100 XXXXXXXX 200 CIGS.. 12300-16212</p> <p>AATEST1</p> <p>Height: 12 Width: 12 Depth: 12</p> <p>1104 0002</p> <p>EACH CTN CONTAINS 10 EAS</p>	<p>JERGENS BATH BEADS NAT 15 0015000Z 19100-04017</p> <p>A0211</p> <p>Height: 0 Width: 0 Depth: 0</p> <p>1113 6903</p> <p>EACH EA CONTAINS 1</p>

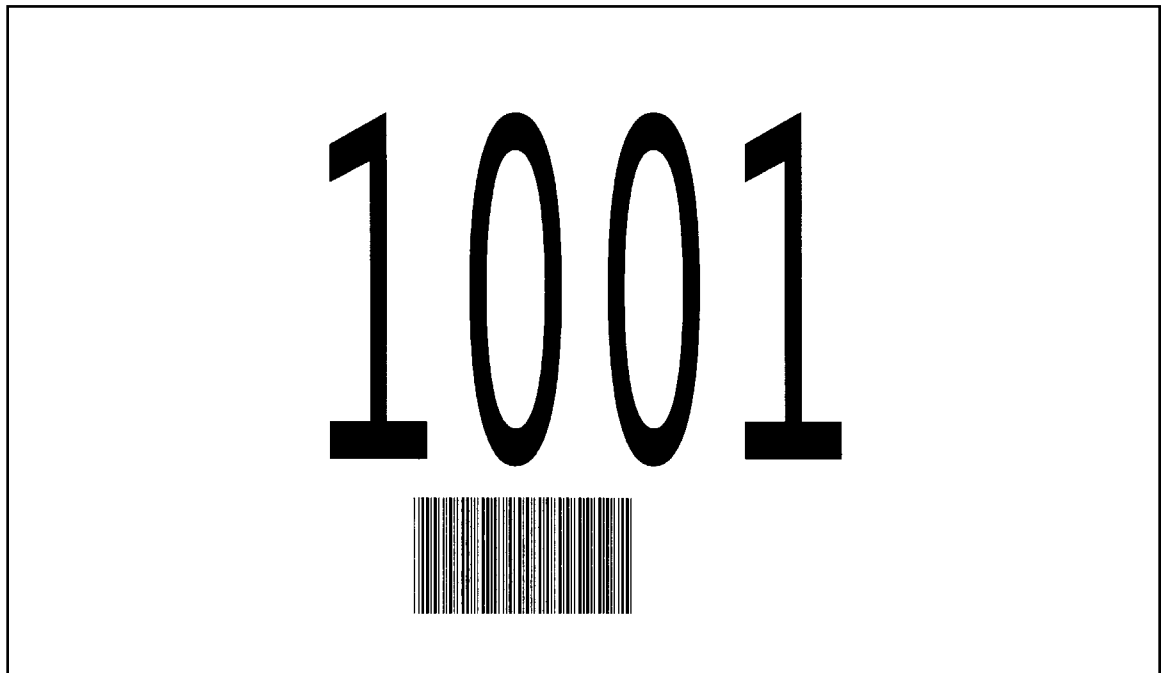
Warehouse Bin Label Version 7

Version 7 can be printed on 8-1/2" by 11" sheets consisting of 10 labels (2" by 4").

A & C EXCLUSIVES. A0108 234090 	BBB WOLF BROTHERS CROOKS BOX 50 A0110 999495 	BOX
ST. JOSEPH FEVER REDUCER 30 TAB A0114 92 	BO A INTERNATIONALS A0116 943280 	CTN
BACARDI MARGARITA MIX 24/10Z EA A0118 999184 	EA G.P.C. LIGHT KINGS BOX A0120 129102 	EA
JERGENS BATH BEADS NAT 15Z EA A0211 111369 	EA TOOTSIE ROLL POP ASST 100/CT A0212 521100 	BOX
RAGU SPAG SAUCE MEAT 12/28Z EA A0213 993358 	EA A&W DT ROOTBEER CANDY A0221 993251 	BOX

Warehouse Bin Label Version 8

Version 8 can be printed on 3-1/2" by 6" labels.



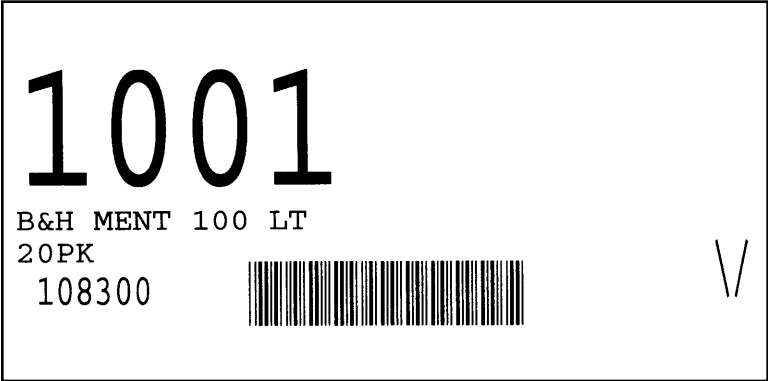
Warehouse Bin Label Version 9

Version 9 can be printed on 3-1/2" by 8" labels.



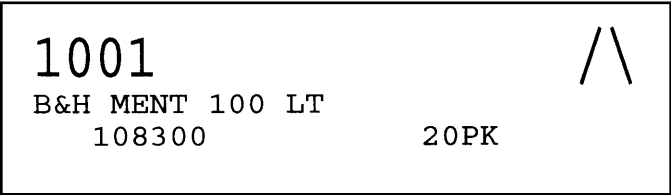
Warehouse Bin Label Version A

Version A can be printed on 2" by 4" labels.



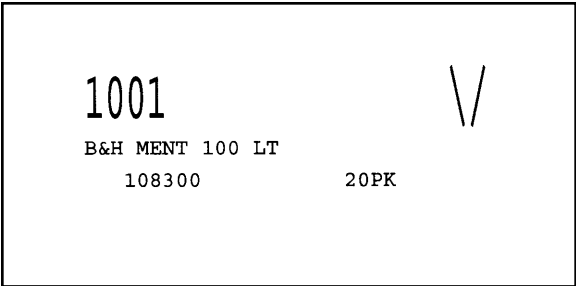
Warehouse Bin Label Version B

Version B can be printed on 1" by 3-1/2" labels.



Warehouse Bin Label Version C

Version C can be printed on 1-3/8" by 3" labels.



Warehouse Bin Label Version D

Version D can be printed on 3" by 4" labels.

