

eTurns

Items

[Help documentation](#)

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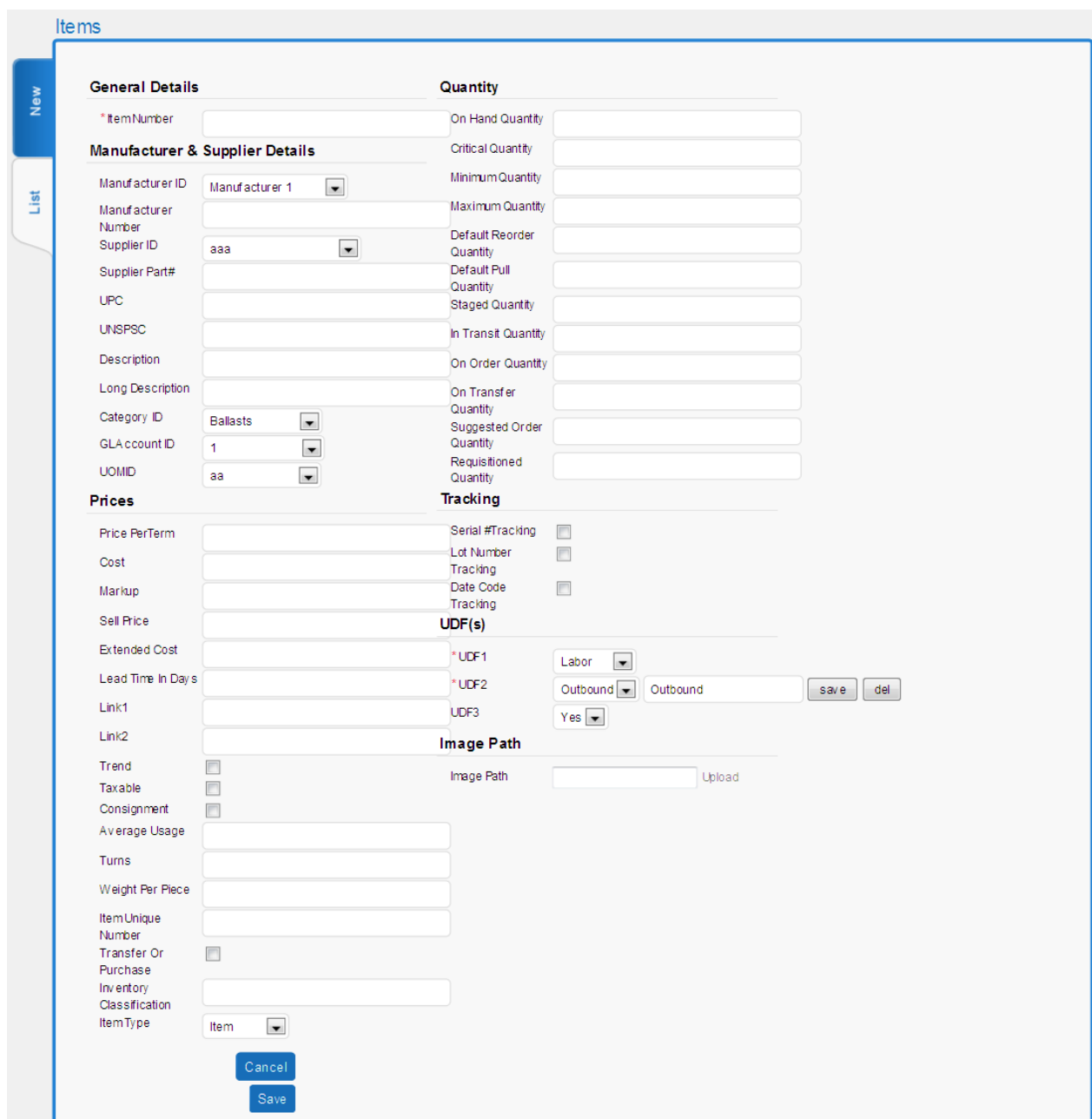
1. Editing features

Items can have following Tracking:

1. Serial Number Tracking: In this system each item in inventory is assigned a unique bar code.
2. Lot Number Tracking: In this system a lot number is assigned to a combined quantity of similar items.
3. Date code tracking: In this system items are tracked by Date system.

a. New

It enables the user to create a new field, depending on the authority level. The user can either click on vertical tab "New" on the screen or right click and select 'New' from the list. The following screen is displayed:



Items

General Details

*ItemNumber

Manufacturer & Supplier Details

Manufacturer ID

Manufacturer Number

Supplier ID

Supplier Part#

UPC

UNSPSC

Description

Long Description

Category ID

GLA account ID

UOMID

Prices

Price PerTerm

Cost

Markup

Sell Price

Extended Cost

Lead Time In Days

Link1

Link2

Trend ☐

Taxable ☐

Consignment ☐

Average Usage

Turns

Weight Per Piece

Item Unique Number

Transfer Or Purchase ☐

Inventory Classification

Item Type

Quantity

On Hand Quantity

Critical Quantity

Minimum Quantity

Maximum Quantity

Default Reorder Quantity

Default Pull Quantity

Staged Quantity

In Transit Quantity

On Order Quantity

On Transfer Quantity

Suggested Order Quantity

Requisitioned Quantity

Tracking

Serial #Tracking ☐

Lot Number ☐

Tracking ☐

Date Code ☐

Tracking ☐

UDF(s)

*UDF1

*UDF2

UDF3

Yes ☐

Image Path

Image Path

Upload

- User can save records hitting "Enter" key of the key board or clicking "Save" button. Clicking "Cancel" button will redirect user to "History" tab.
- The New screen has multiple Section Headings like: General details, Quantity, Prices, Manufacturer & Supplier Details and Tracking etc.

b. Edit

It enables the user to edit an existing field, depending on the authority level. Select the field to be edited and click on it. The following screen is displayed:

Items

Edit

List

Change log

General Details

* ItemNumber

Microsoft 653

Manufacturer ID

Manufacturer 1

Manufacturer Number

Mfg 653

Supplier ID

aaa

Supplier Part#

Sup 653

UPC

UNSPSC

Description

Long Description

Category ID

Ballasts

GLA account ID

1

UOMID

aa

Prices

Price PerTerm

Cost

Markup

Sell Price

Extended Cost

Lead Time In Days

Link1

Link2

Trend

☐

Taxable

☐

Consignment

☐

Average Usage

Turns

Weight Per Piece

Item Unique Number

Transfer Or Purchase

☐

Inventory Classification

Item Type

Item

Quantity

On Hand Quantity

2000

Critical Quantity

653

Minimum Quantity

653

Maximum Quantity

653

Default Reorder Quantity

653

Default Pull Quantity

10

Staged Quantity

653

In Transit Quantity

653

On Order Quantity

653

On Transfer Quantity

653

Suggested Order Quantity

653

Requisitioned Quantity

653

Tracking

Serial #Tracking

☐

Lot Number

☒

Tracking

☐

Date Code

☐

Tracking

☐

UDF(s)

* UDF1

Labor

* UDF2

Outbound

UDF3

Yes

Image Path

Image Path

pro-img.jpg

Upload

Room

Room1

Created

1/16/2013 8:36:21 PM

On

CreatedBy

Admin

Updated

1/16/2013 8:36:21 PM

On

UpdatedBy

Admin

save

del

Cancel

Save

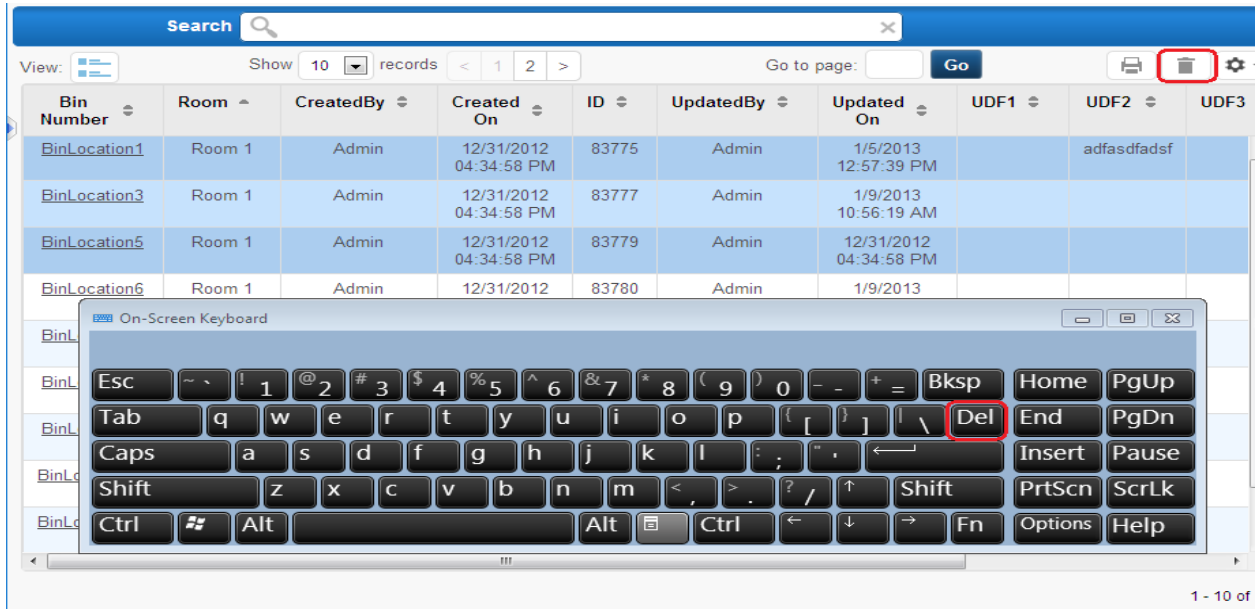
- User can save records hitting "Enter" key of the key board or clicking "Save" button. Clicking "Cancel" button will redirect user to "List" tab.

- The Edit screen has the same Section headings as New screen, but all the value from the New screen are preloaded in Edit screen and can be edited as per authority level of the user.

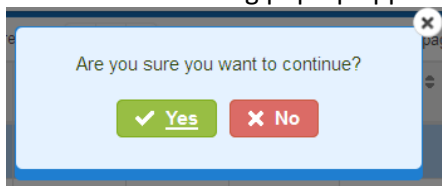
Note: The fields marked star are compulsory to enter.

c. Delete

- It enables user to delete the selected or multiple fields. Select the field by clicking on it and then click on Delete icon or press Delete key on your keyboard.






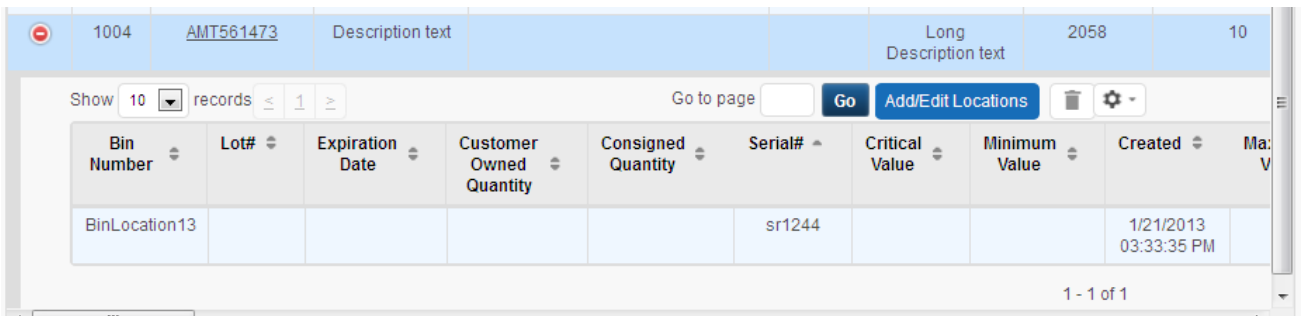
- The following pop-up appears:



- Select  to delete and  to return back to previous screen.

d. Expand/Collapse Item Location

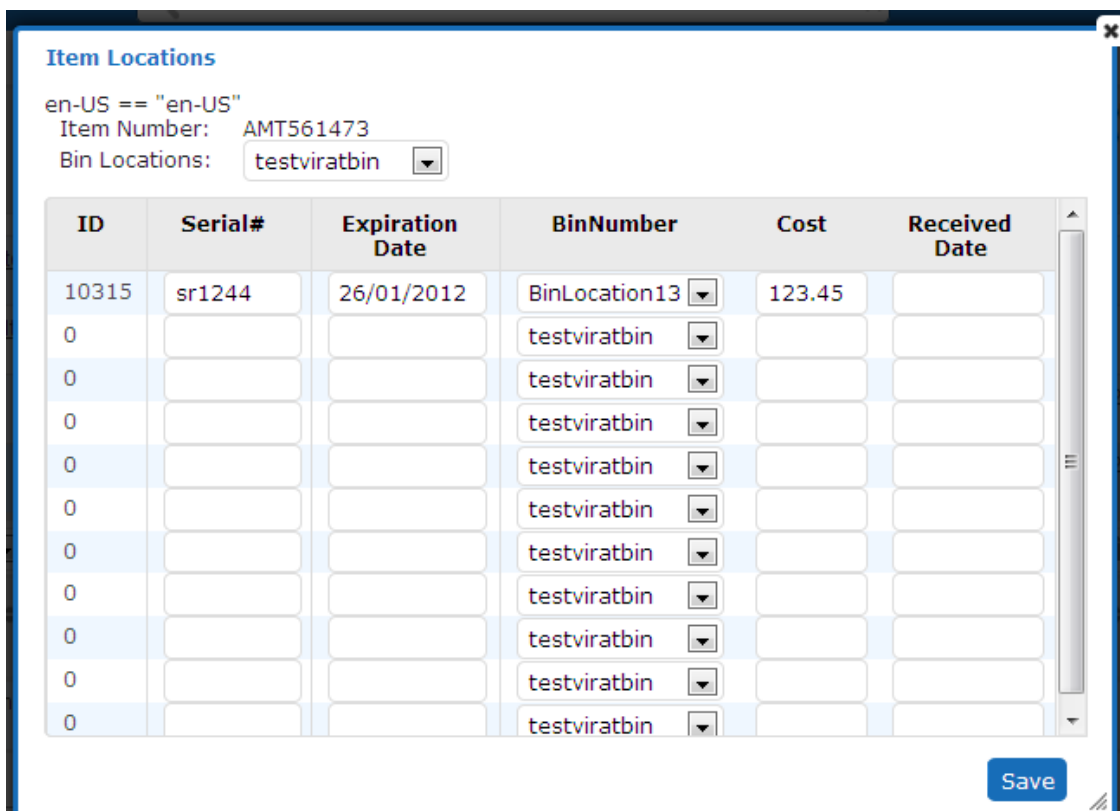
- To add/edit the items location and other functionalities each item field has an Expand/Collapse Item location icon,  / .
- Click on  icon to expand the view as follows:



Bin Number	Lot#	Expiration Date	Customer Owned Quantity	Consigned Quantity	Serial#	Critical Value	Minimum Value	Created	Ma:
BinLocation13					sr1244			1/21/2013 03:33:35 PM	

1 - 1 of 1

- A small tabular inline representation of the Item number is displayed on screen.
- Click **Add/Edit Locations**, and Items Locations pop up appears.
- It has three different versions, depending on the type of Tracking selected.
- If serial tracking is selected:



en-US == "en-US"

Item Number: AMT561473

Bin Locations: testviratbin

ID	Serial#	Expiration Date	BinNumber	Cost	Received Date
10315	sr1244	26/01/2012	BinLocation13	123.45	
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		
0			testviratbin		

Save

- If Date code tracking is selected:

Item Locations

en-US == "en-US"

Item Number: test

Bin Locations: testviratbin

ID	Customer Owned Quantity	BinNumber	Cost	Received Date
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		
0		testviratbin		

Save

- If Lot number tracking is selected:

Item Locations

en-US == "en-US"

Item Number: pen

Bin Locations: testviratbin

ID	Lot#	Customer Owned Quantity	BinNumber	Cost	Received Date
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	
0			testviratbin	54564.00	

Save

Note:

- Received date is mandatory to enter.
- Header contains Item number along with Bin Location dropdown. The default value of all BinNumber is same as header Bin Location.

e. Change log

It enables the user to check the update history of particular field, i.e, when the field was created and the number of times it was updated. The user must select the field, and then click on vertical tab "Change log". The following screen is displayed:

Orders											
ID	Order Number	Release Number	Shipping Vendor	Shipping Method	Supplier	Staging Name	Comment	Required Date	Order Status	Customer	Pack Slip Number
30	1111515				2058		444	1/26/2013 11:43:57 AM	Approved		
30	1111515				2058		444	1/26/2013 11:43:57 AM	Submitted		
30	1111515				2058			1/26/2013 11:43:57 AM	UnSubmitted		

Note: The fields in the above screen are not editable.

2. General features

a. Search functionality

i. Main search

It enables user to search the specific page for any keyword. Enter the keyword in the Search dialog box. Searched field is highlighted and displayed in the list.

Items								
<div> <div>Search <input type="text" value="s"/></div> <div>View: Grid List Show 25 records < 1 2 3 4 5 ... 21 > Go to page: <input type="text"/> Go</div> </div>								
ID	Item Number	Description	Supplier Part#	Manufacturer Number	UPC	Long Description	Supplier ID	Manufacture ID
12484	11						2058	10
12483	test						2058	10
12482	pen	gjyhf	hjghj	45345	vghg	hjfjgthydtjy	2058	10
11521	Shivani Notes		Sup2525	Mfg2525			2058	10
11520	Microsoft 654			Mfg 653			12069	14
11519	Microsoft 653		Sup 653	Mfg 653			12067	14
11518	IBM HDD 653		Sup 653	Mfg 653			2059	12
11517	LG LCD 653		Sup 653	Mfg 653			2058	17
11516	Crompton 653		Sup 653	Mfg53536			2061	12

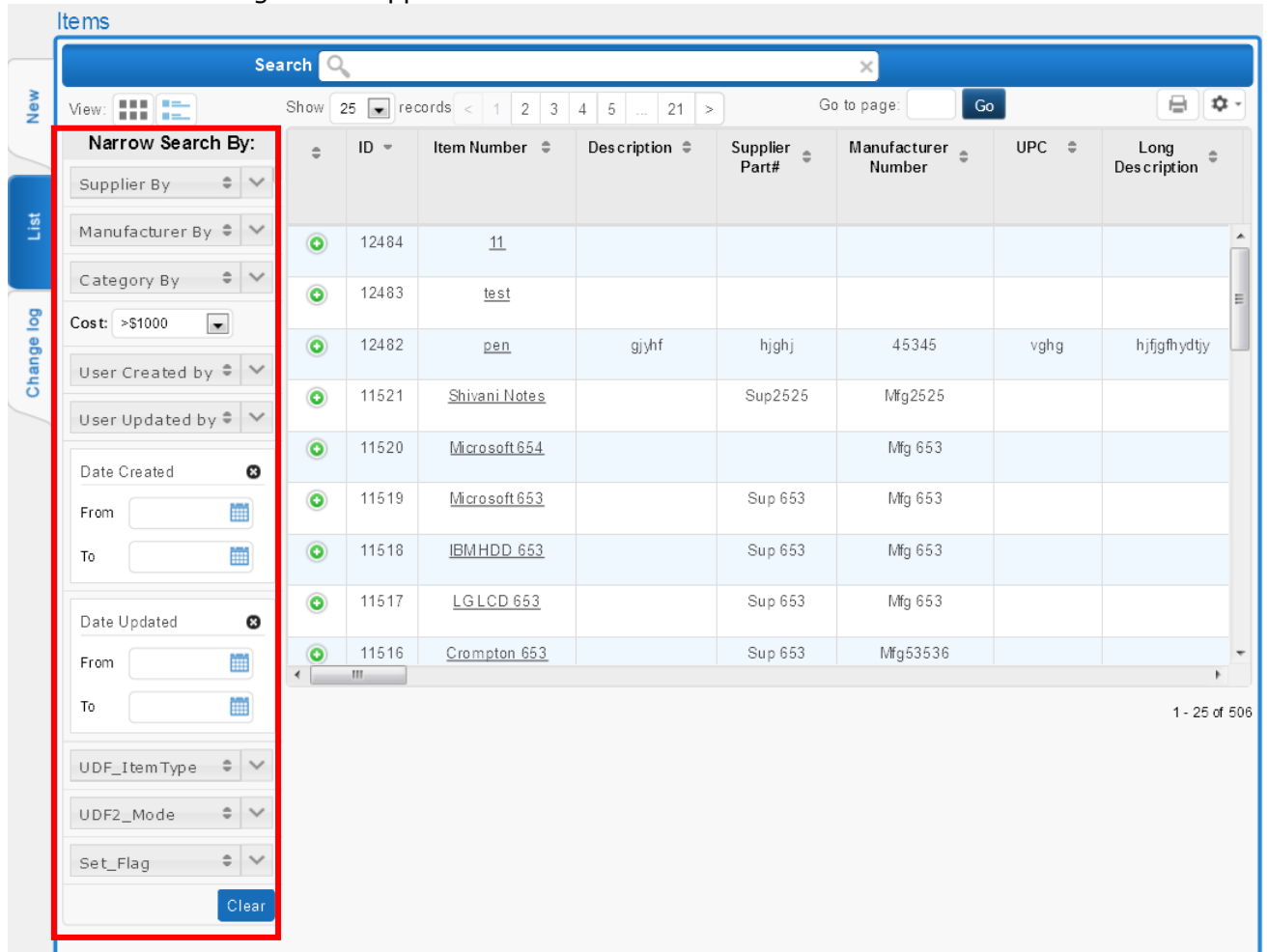
Note:

- Search functionality searches the keywords as you type. The fields with similar keywords get highlighted.

ii. Narrow Search By functionality

As the name suggests this function is used to filter or narrow down the scope of search for user convenience. It is an alternate search to the Search functionality and much detailed one.

- To open Narrow search, click on the small Triangular icon on the top left corner of the screen.
- The following screen appears:



Narrow Search By:

Supplier By:

Manufacturer By:

Category By:

Cost:

User Created by:

User Updated by:

Date Created: From: To:

Date Updated: From: To:

UDF_ItemType:

UDF2_Mode:

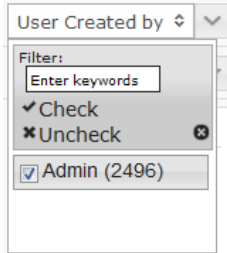
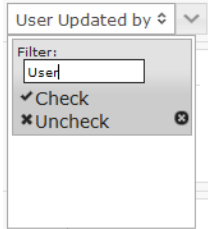

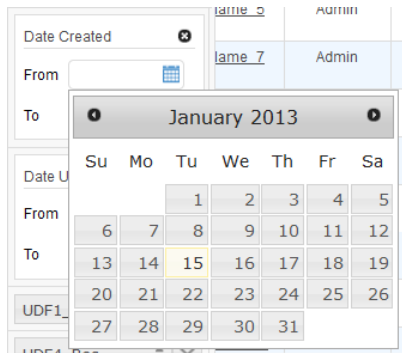

Set_Flag:

ID	Item Number	Description	Supplier Part#	Manufacturer Number	UPC	Long Description
12484	11					
12483	test					
12482	pen	gijhf	hghj	45345	vghg	hjfjghdytjy
11521	Shivani Notes		Sup2525	Mfg2525		
11520	Microsoft 654			Mfg 653		
11519	Microsoft 653		Sup 653	Mfg 653		
11518	IBMHDD 653		Sup 653	Mfg 653		
11517	LGLCD 653		Sup 653	Mfg 653		
11516	Crompton 653		Sup 653	Mfg53536		

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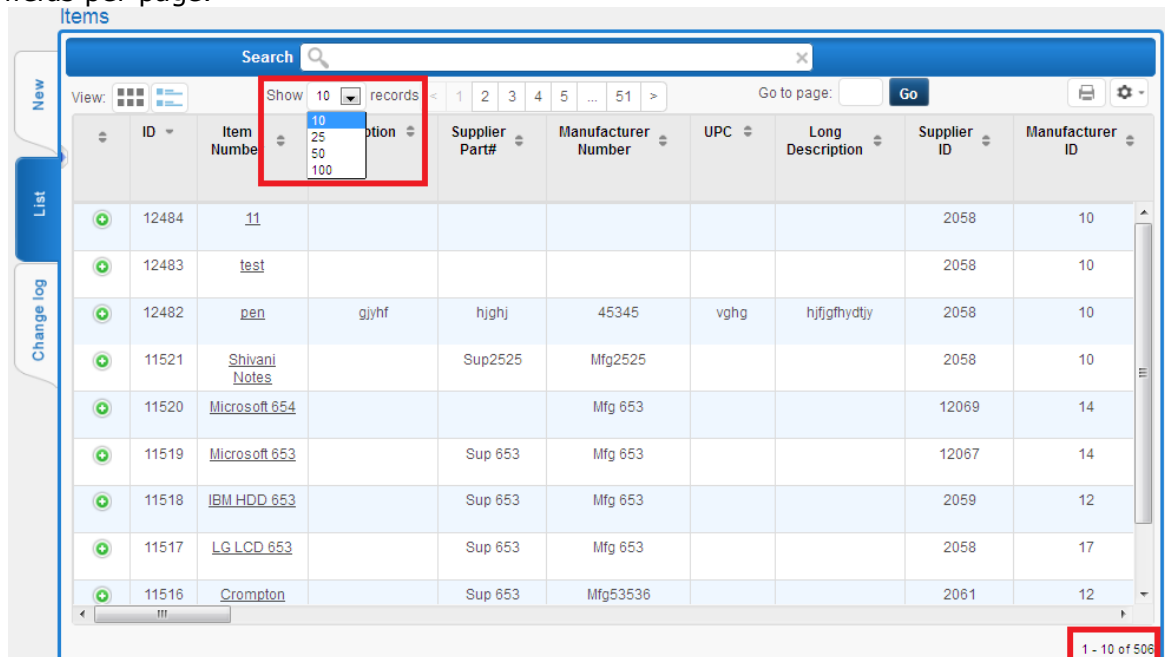
Note:

- At point of time only one of the either searches will work.
- Fields in narrow search may vary from module to module.

Field	Description
User Created by	<p>It is used to filter the module for the 'Created by' field. Click on up-down arrow key. Dropdown appears:</p>  <p>User can select or unselect all of the items of the list using Check or Uncheck button. The module reflects the filter selections made.</p>
User Updated by	<p>It is used to filter the module for the 'Updated by' field. Click on up-down arrow key. Dropdown appears:</p>  <p>Either checks the pre-defined search filter or enter a new keyword in the Filter box and then click on Check. The module reflects the filter selections made.</p> <p>Note: To cancel the selections made at any point of time, click .</p>
Date Created and Date Updated	<p>They are used to filter the 'Created On' and 'Updated On' fields respectively. User may enter the date manually or select from the calendar pop-up. Enter 'From-To' time period to be filtered. The module reflects the search results for the selected time period.</p>  <p>Note: To clear the entire selection, click .</p>

b. Show records Functionality

Show records functionality is dropdown option that enables user to view specified number of fields per page.



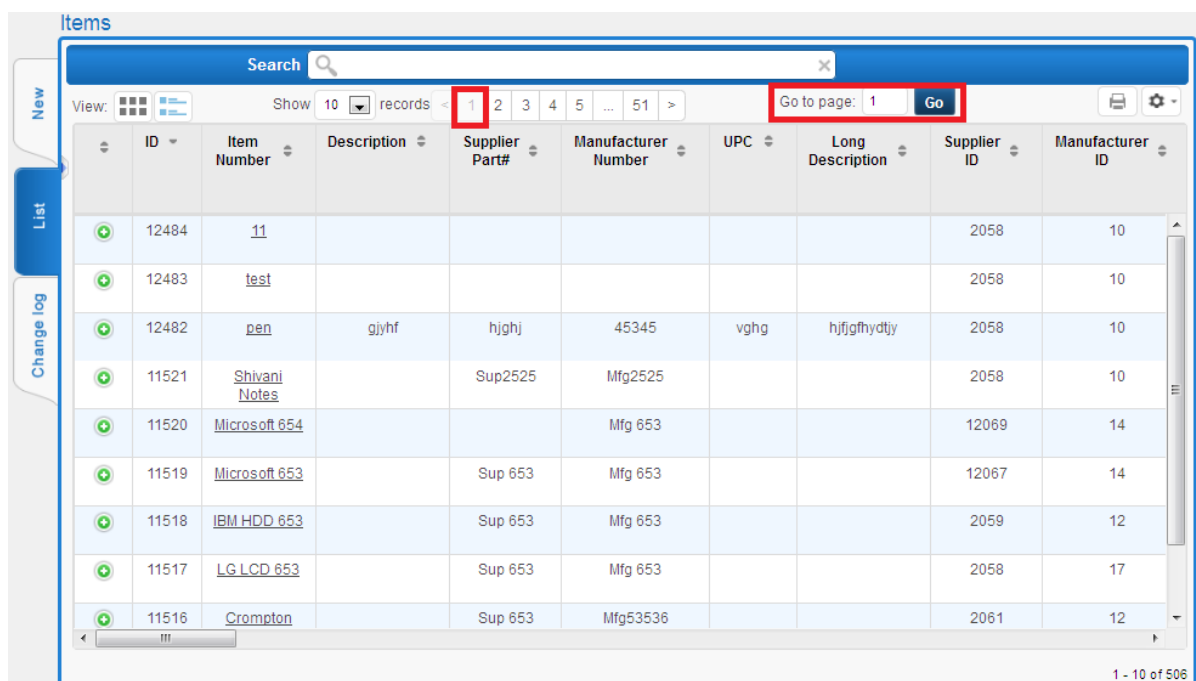
ID	Item Number	Description	Supplier Part#	Manufacturer Number	UPC	Long Description	Supplier ID	Manufacturer ID
12484	11						2058	10
12483	test						2058	10
12482	pen	gjyhf	hghj	45345	vghg	hjfjgfhdytjy	2058	10
11521	Shivani Notes		Sup2525	Mfg2525			2058	10
11520	Microsoft 654			Mfg 653			12069	14
11519	Microsoft 653		Sup 653	Mfg 653			12067	14
11518	IBM HDD 653		Sup 653	Mfg 653			2059	12
11517	LG LCD 653		Sup 653	Mfg 653			2058	17
11516	Crompton		Sup 653	Mfg53536			2061	12

Note:

- Show records functionality enables user to select from 10, 25, 50 and 100 fields to be displayed per page.

c. Go To Page Functionality

Go To Page functionality enables user to skip any specified page. Type the specified page number to view in the Go to page box and then click **Go**. The specified page is displayed on the screen.

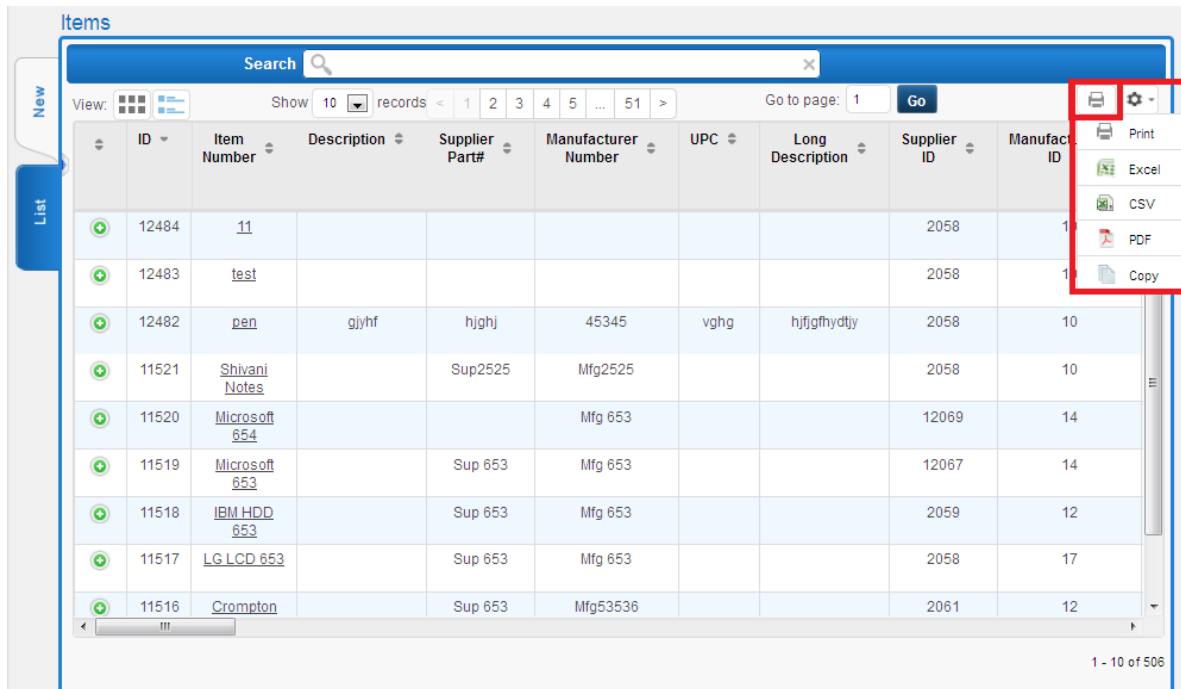


ID	Item Number	Description	Supplier Part#	Manufacturer Number	UPC	Long Description	Supplier ID	Manufacturer ID
12484	11						2058	10
12483	test						2058	10
12482	pen	gjyhf	hghj	45345	vghg	hjfjgfhdytjy	2058	10
11521	Shivani Notes		Sup2525	Mfg2525			2058	10
11520	Microsoft 654			Mfg 653			12069	14
11519	Microsoft 653		Sup 653	Mfg 653			12067	14
11518	IBM HDD 653		Sup 653	Mfg 653			2059	12
11517	LG LCD 653		Sup 653	Mfg 653			2058	17
11516	Crompton		Sup 653	Mfg53536			2061	12

d. Export Functionality

Export functionality enables user to export the page. Click on the Export icon on top right of the screen and then user may choose to export the page through any of the following mediums:

- Print: It prints the selected page.
- Excel: It converts the page to excel sheet.
- CSV: It converts the page to CSV sheet.
- PDF: It converts the page to PDF document.
- Copy: It copies the page to Clipboard.

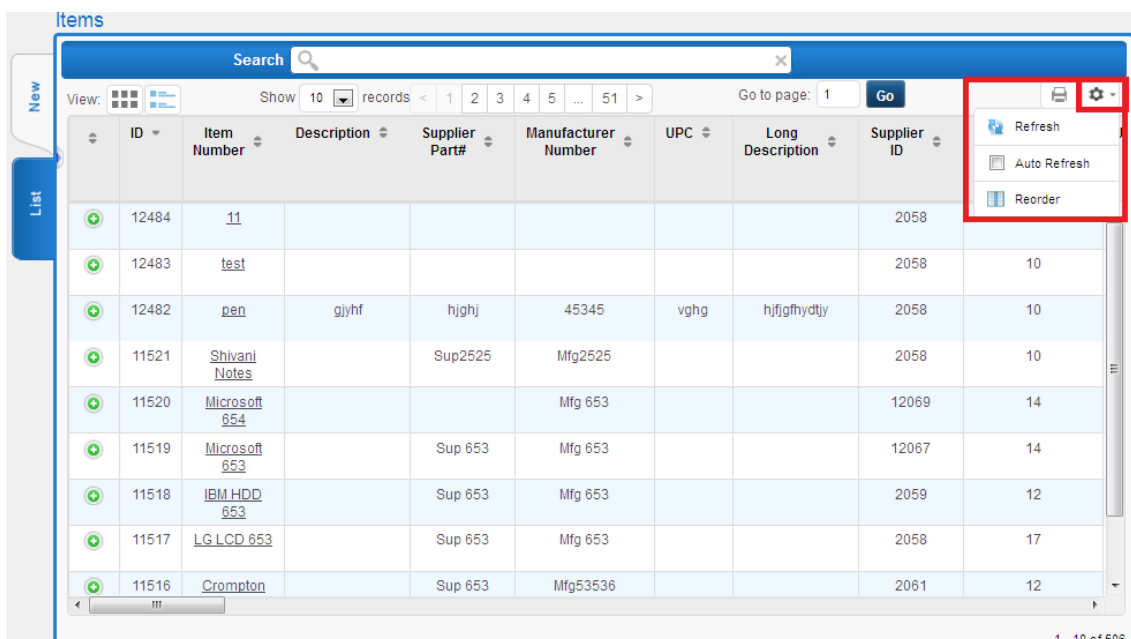


The screenshot shows the 'Items' page in the eTurns system. A table lists various items with columns for ID, Item Number, Description, Supplier Part#, Manufacturer Number, UPC, Long Description, Supplier ID, and Manufacturer ID. On the top right, a red box highlights the export menu, which includes options for Print, Excel, CSV, PDF, and Copy.

ID	Item Number	Description	Supplier Part#	Manufacturer Number	UPC	Long Description	Supplier ID	Manufacturer ID
12484	11						2058	1
12483	test						2058	1
12482	pen	gjyhf	hjghj	45345	vghg	hjfgthydtjy	2058	10
11521	Shivani Notes		Sup2525	Mfg2525			2058	10
11520	Microsoft 654			Mfg 653			12069	14
11519	Microsoft 653		Sup 653	Mfg 653			12067	14
11518	IBM HDD 653		Sup 653	Mfg 653			2059	12
11517	LG LCD 653		Sup 653	Mfg 653			2058	17
11516	Crompton		Sup 653	Mfg53536			2061	12

e. Settings functionality

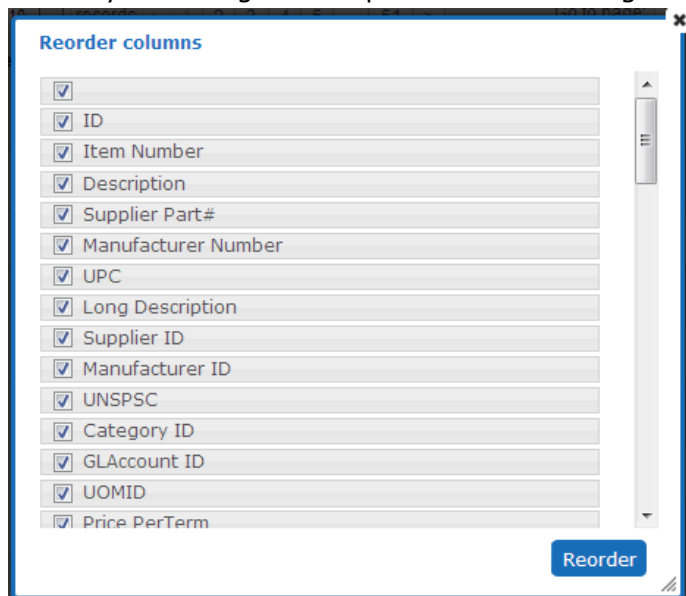
Settings functionality enables user to perform various actions on the module.



The screenshot shows the 'Items' page in the eTurns system, similar to the previous one. A red box highlights the settings menu, which includes options for Refresh, Auto Refresh, and Reorder.

ID	Item Number	Description	Supplier Part#	Manufacturer Number	UPC	Long Description	Supplier ID	Manufacturer ID
12484	11						2058	1
12483	test						2058	10
12482	pen	gjyhf	hjghj	45345	vghg	hjfgthydtjy	2058	10
11521	Shivani Notes		Sup2525	Mfg2525			2058	10
11520	Microsoft 654			Mfg 653			12069	14
11519	Microsoft 653		Sup 653	Mfg 653			12067	14
11518	IBM HDD 653		Sup 653	Mfg 653			2059	12
11517	LG LCD 653		Sup 653	Mfg 653			2058	17
11516	Crompton		Sup 653	Mfg53536			2061	12


- a) Refresh: This option refreshes the module and displays the latest changes implemented.
- b) Auto Refresh: This option automatically refreshes the screen in specified time.
- c) Only Deleted: This option reflects only the deleted fields of the module on screen. To select it, check the checkbox in front of the option.
- d) Only Archived: This option reflects only the archived fields of the module on screen. To select it, check the checkbox in front of the option.
- e) Reorder: This option enables user to reorder the columns of the module.
 - User can also select which field to appear on screen and which remains to be hidden.
 - Check or uncheck the checkbox in front of the field to display or hide the fields respectively.
 - User may also drag and drop fields to be arranged in order of choice.



- After the selection is completed, click

Reorder

Note:

- To cancel the selection, click 

3. Miscellaneous

Grid in History tab may have few of following functionality depends on requirements:

- 1) Resizing of columns
- 2) Re-ordering of columns using drag & drop of column header
- 3) Single column and multi column sorting (using shift key)
- 4) In-line editing
- 5) Multi selection of rows by clicking each row