

The Oracle logo is displayed in red, uppercase letters within a white circle. The letters are bold and have a modern, sans-serif font. A registered trademark symbol (®) is located at the top right of the letter 'E'.

ORACLE®

Physical Inventory

created By: Omar Magdey



Physical inventory

Use physical inventories to reconcile system-maintained item on-hand balances with actual counts of inventory.

Accurate system on-hand quantities are essential for managing supply and demand, maintaining high service levels, and planning production.

What
Is
Physical
Inventory



You can perform these physical inventory tasks :

01

Define a physical inventory

02

Generate a physical inventory snapshot

03

Generate physical inventory tags

04

Record physical inventory tags

05

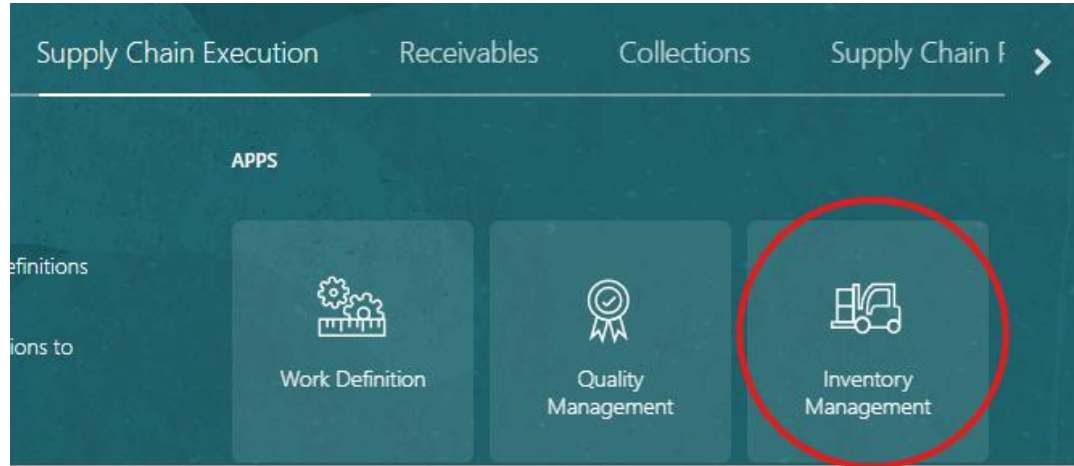
Approve physical inventory tags

06

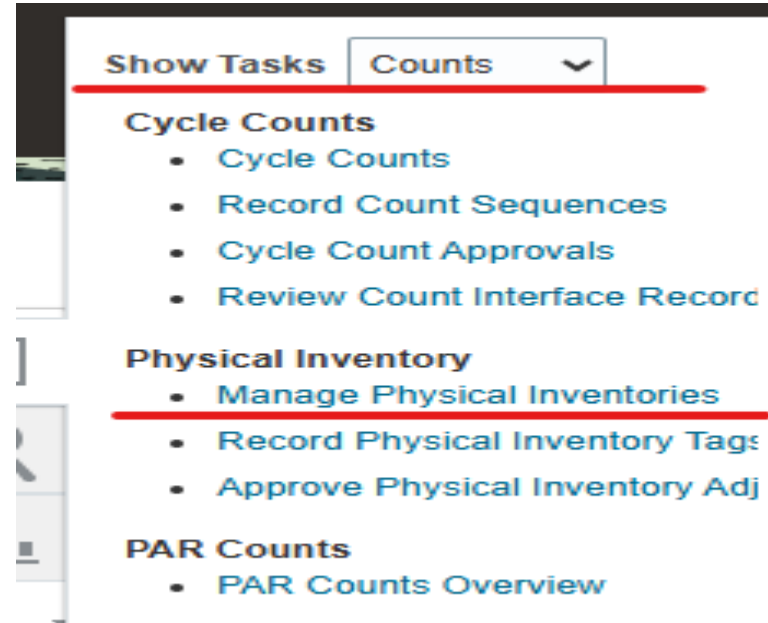
Post physical inventory adjustments

01- Define a physical inventory

1-



2-



3-

| Actions ▾ View ▾ + ✎ ✕ | | | | | | | | |
|------------------------------|--------------------|----------|---------------------|---------------|----------------------|--------------------|----------------|--|
| Name | Description | Date | Approval Type | Snapshot Date | Dynamic Tags Allowed | Adjustments Posted | Subinventories | |
| <u>OM-physical inventory</u> | physical inventory | 01/02/25 | If out of tolerance | | ✓ | — | 1 | |

02- Generate a physical inventory snapshot

- It means taking a snapshot of the current inventory quantity on the system.

Manage Physical Inventories ?

Done

Create

Edit

Delete

Generate Physical Inventory Snapshot

Generate Physical Inventory Tags

Record Physical Inventory Tags

Approve Physical Inventory Adjustments

Post Physical Inventory Adjustments

Purge Physical Inventory

Approval Type

Equals

Dynamic tags allowed

Equals

Adjustments Posted

Equals

Search

Reset

Add Fields

Reorder

Actions

View

+

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| Name | Description | Date | Approval Type | Snapshot Date | Dynamic Tags Allowed | Adjustments Posted | Subinventories |
|-----------------------|--------------------|----------|---------------------|---------------|----------------------|--------------------|----------------|
| OM-physical inventory | physical inventory | 01/02/25 | If out of tolerance | | ✓ | — | 1 |

03- Generate physical inventory tags

- You generate and print physical inventory tags for counting inventory items.
- Physical inventory tags represent actual paper tags that some companies use to count inventory items. A tag contains the count for a group of a given item.

| INVENTORY TAG | | |
|-----------------|---------------------|----------|
| Date | Aisle No. | Bin No. |
| No. of Pieces | Department/Location | |
| Raw | W. in P. | Finished |
| Part No. | Description | |
| Unit of Measure | | |
| Remarks | | |
| | | |
| | | |
| Taken By | Checked By | 10001 |

Create

Edit

Delete

Generate Physical Inventory Snapshot

Generate Physical Inventory Tags

Record Physical Inventory Tags

Approve Physical Inventory Adjustments

Post Physical Inventory Adjustments

Purge Physical Inventory

physical inventory

Approval Type

Equals

If out of tolerance

Dynamic tags allowed

Equals

Adjustments Posted

Equals

Search

Reset

Add Fields

Reorder

Actions View + ✎ ✕

| Name | Description | Date | Approval Type | Snapshot Date | Dynamic Tags Allowed | Adjustments Posted | Subinventories |
|-----------------------|--------------------|----------|---------------------|--------------------|----------------------|--------------------|----------------|
| OM-physical inventory | physical inventory | 01/02/25 | If out of tolerance | 01/02/25 10:21 ... | ✓ | — | 1 |

Print Physical Inventory Tags

To generate and print physical inventory tags

Submission Time | After | 01/02/25 10:08 PM

Schedule New Process

Type ☒ Job ☐ Job Set

Name

Description Lists physical inventory tags.

Schedule New Process

Type ☒ Job ☐ Job Set

Name

Description Provides information for all tags for a physical inventory.

OK

Cancel

ORACLE

Physical Inventory Tags

Report Date 02/02/25 12:36 AM
Page 1 of 4

OM_INV1 OM_INV1

OM-physical inventory

| | | | |
|-------------------|-----------|----------------|----------|
| Tag | 202500001 | Printed | 02/02/25 |
| Item | OM-001 | | |
| Item Description | 1 | | |
| Primary UOM | Ea | | |
| Subinventory | OM SUP1-1 | | |
| Locator | | | |
| Revision | | | |
| Lot | | Counted By | |
| Serial Number | | Count Date | |
| Owning Party Site | | Count UOM | |
| Owning Party | | Count Quantity | |

Print

OM_INV1 OM_INV1

OM-physical inventory

| | | | |
|-------------------|-----------|----------------|----------|
| Tag | 202500002 | Printed | 02/02/25 |
| Item | OM-002 | | |
| Item Description | 2 | | |
| Primary UOM | Ea | | |
| Subinventory | OM SUP1-1 | | |
| Locator | | | |
| Revision | | | |
| Lot | | Counted By | |
| Serial Number | | Count Date | |
| Owning Party Site | | Count UOM | |
| Owning Party | | Count Quantity | |

Activate Window
Go to Settings to activate

04- Record physical inventory tags

- You use physical inventory tags to record the physical counts of inventory items. Although you can record only one item on a tag, multiple tags can reference the same item, with each tag referring to a unique physical location for an item.
- To record tags, you can create a single dynamic tag for a physical inventory to enter counts for any item without a pre-generated tag number. You can also create dynamic tags for unexpected item count entries, and default tags, blank tags, or both for counting miscellaneous items.



- Create
- Edit
- Delete
- Generate Physical Inventory Snapshot
- Generate Physical Inventory Tags
- Record Physical Inventory Tags**
- Approve Physical Inventory Adjustments
- Post Physical Inventory Adjustments
- Purge Physical Inventory

Approval Type

Equals ▾

If out of tolerance ▾

Dynamic tags allowed

Equals ▾

▾

Adjustments Posted

Equals ▾

▾

y

▾

Search

Reset

Add Fields ▾

Reorder

Actions ▾

View ▾

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| Name | Description | Date | Approval Type | Snapshot Date | Dynamic Tags Allowed | Adjustments Posted | Subinventories |
|------------------------------|--------------------|----------|---------------------|--------------------|----------------------|--------------------|----------------|
| <u>OM-physical inventory</u> | physical inventory | 01/02/25 | If out of tolerance | 01/02/25 10:21 ... | ✓ | — | 1 |

Physical count done on the ground

| Tag | Item | Item Description | Tag Type | Serial Number | Count UOM | Count Quantity | Counted By |
|-----------|-----------------|-------------------|----------|---------------|-----------|----------------|---------------|
| 202500001 | OM-001 | 1 | Default | | Ea | 100 | omar, mahmoud |
| 202500002 | OM-002 | 2 | Default | | Ea | 300 | omar, mahmoud |
| 202500003 | OM-003 | 3 | Default | | Ea | 50 | omar, mahmoud |
| 202500004 | OM-004 | 4 | Default | | Ea | 10 | omar, mahmoud |
| 202500005 | OM-005 | 5 | Default | | Ea | 700 | omar, mahmoud |
| 202500006 | OM-006 | 6 | Default | | Ea | 5,000 | omar, mahmoud |
| 202500007 | OM-008 | 8 | Default | | Ea | 6,000 | omar, mahmoud |
| 202500008 | OM-009 | 9 | Default | | Ea | 205 | omar, mahmoud |
| 202500009 | OM-010 | 10 | Default | | Ea | 350 | omar, mahmoud |
| 202500010 | OM-unordered... | unordered receipt | Default | | Ea | 1000 | omar, mahmoud |

05-Approve physical inventory tags

- The system's position is determined by the difference between the physical quantity and the quantity defined on the system when creating the physical inventory through:

Approvals ⓘ

| | |
|--|-----------------------|
| * Approval Type | If out of tolerance ▼ |
| Positive Quantity Tolerance Percentage | Always |
| Negative Quantity Tolerance Percentage | If out of tolerance |
| | Never |



- Create
- Edit
- Delete
- Generate Physical Inventory Snapshot
- Generate Physical Inventory Tags
- Record Physical Inventory Tags
- Approve Physical Inventory Adjustments
- Post Physical Inventory Adjustments
- Purge Physical Inventory

Approval Type

Equals ▼

If out of tolerance ▼

Dynamic tags allowed

Equals ▼

▼

Adjustments Posted

Equals ▼

▼

Search

Reset

Add Fields ▼

Reorder

Actions ▼

View ▼

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✕

| Name | Description | Date | Approval Type | Snapshot Date | Dynamic Tags Allowed | Adjustments Posted | Subinventories |
|------------------------------|--------------------|----------|---------------------|--------------------|----------------------|--------------------|----------------|
| <u>OM-physical inventory</u> | physical inventory | 01/02/25 | If out of tolerance | 01/02/25 10:21 ... | ✓ | — | 1 |

- The adjustments are determined by the approval option you define for your physical inventory. If you approve an adjustment, Oracle Inventory Management adjusts your inventory balance by that quantity. If you reject an adjustment, Inventory Management doesn't change the on-hand quantity.

Actions ▾ View ▾ Approve Reject Reset to Pending Edit Reviewer ▾ Change

| Item | Adjustment Status | Reviewer | Snapshot Quantity | Count Quantity | Adjustment Quantity UOM | Adjustment Quantity | Adjustment Value | Adjustment Quantity Percentage |
|--------|-------------------|----------------|-------------------|----------------|-------------------------|---------------------|------------------|--------------------------------|
| OM-010 | Pending ▾ | omar, mahmou ▾ | 200 | 350 | Ea | 150 | 0 | 75 |
| OM-003 | Approved | ... | 12,500 | 50 | Ea | -12,450 | 0 | -99.6 |
| OM-006 | Rejected | ... | 1,700 | 5,000 | Ea | 3,300 | 0 | 194.118 |
| | Pending | | | | | | | |

- Physical inventory adjustments don't occur until they're posted.

06- Post physical inventory adjustments

- When you post physical inventory adjustments, Oracle Inventory Management creates a material transaction, adjusting the item quantity and debiting or crediting the adjustment account that the user specifies for the physical inventory.
- If the count of an item matches the snapshot on-hand quantity, no adjustment transaction is posted.
- After inventory adjustments are posted, users can't make any changes to the physical inventory. They can't generate new tags or update tag counts.



Create

Edit

Delete

Generate Physical Inventory Snapshot

Generate Physical Inventory Tags

Record Physical Inventory Tags

Approve Physical Inventory Adjustments

Post Physical Inventory Adjustments

Purge Physical Inventory

Approval Type

Equals

If out of tolerance

Dynamic tags allowed

Equals

v

Adjustments Posted

Equals

v

Search

Reset

Add Fields

Reorder

Actions

View

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Name

Description

Date

Approval Type

Snapshot Date

Dynamic Tags
Allowed

Adjustments
Posted

Subinventories

OM-physical inventory

physical inventory

01/02/25

If out of tolerance

01/02/25 10:21 ...

✓

—

1

Post Physical Inventory Adjustments: OM-physical inventory

* Adjustment Date

p2/02/25 01:37 PM

📅

OK

Cancel

Search Results

Actions View

| Transaction | Item | Subinventory | Locator | Transaction Quantity | Transaction UOM | Transaction Date | Lot Transaction Source | Lot Transaction Group | Transaction Source Type | Source Reference | Account | R |
|-------------|--------|--------------|---------|----------------------|-----------------|--------------------|------------------------|-----------------------|-------------------------|--------------------|---------|---|
| 432120 | OM-001 | OM SUP1-1 | | -4,905 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |
| 432121 | OM-002 | OM SUP1-1 | | -200 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |
| 432122 | OM-010 | OM SUP1-1 | | 150 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |
| 432123 | OM-009 | OM SUP1-1 | | -1,795 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |
| 432124 | OM-008 | OM SUP1-1 | | 5,500 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |
| 432125 | OM-006 | OM SUP1-1 | | 3,300 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |
| 432126 | OM-005 | OM SUP1-1 | | -800 | Ea | 02/02/25 03:37 ... | | | Physical Inventory | OM-physical inv... | | |

☑ DONE!