	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd. SINCE 1987	Menu Code	01.205.03	
	Process Name	GODOWN MASTER	
Release Version	1.0	Document No	LISPL/OHD/FI/101/006
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01.205.03 GODOWN MASTER

PROCESS OVERVIEW

This master is used to define the parent and basic godowns in ERP. It contains the basic information of godown for each division and plant. These godowns details can further be used in transactions

PROCESS PRE-REQUISITES

Input Fields	Input Details	General Remarks
Division	Needs to be define in division master.	Used to maintain the detail division wise stock in godown.
Plant	Required to be define in plant master.	To maintaining the plant stock in a godown.
Parent	Required to create parent records in Godown master.	Used to maintain the detail of sub godowns of main godown.
Stock division code	Required to define in division master	
Godown type	By default come from view_godown type	Use to define types of godown.
Godown In-charge	Required to mention in employee master.	Use to define in-charge of godown.

KEY FEATURES

- Various parent (main) and basic (sub-godown) created here.
- The godown can be created as per division, plant etc for maintaining proper records of stock.
- By defining Godown, management can easily find the consume and balance stock in that godown.

- Godown master is very use full as it can be linked directly with series.

PROCESS DETAILS

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BUTTONS	DESCRIPTION
Add	To Add new record.
Edit	To Edit the selected record. Godown code cannot be changed.
Delete	To Delete selected record.
Find	To Find the specific Godown either by code or name.
View	To View the selected record.
Print	To generate the output of Godown master data in Excel file, dot matrix etc.
Exit	To Exit from the open form.

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Godown Code	Auto System generated code.	R	To generate new sequence of godown code.
Godown Name	Manual entry field.	R	Enter Godown name in the field.
Division	Division master	O	Press F9 to select the division.
Plant	Plant master	O	Press F9 to select the plant.
Parent	Parent records	O	To select parent records.
Stock division code	Division Master.	O	Press F9 to select the stock division code.
Godown Type	Type of godowns like accounting, non accounting etc.	O	To select type of godown from drop down list.
Godown In-charge	Godown in-charge	O	To select godown in-charge from list by pressing F9.

Work Step – To Add Godown in Godown master.

Step 1 Press 'Add' Button.

Step 2 Enter Godown name.

Step 3 Select divisions by pressing F9 button.

Step 4 Select parents by pressing F9 button.

Step 5 Select stock division codes by pressing F9 button.

Step 6 Select Godown type from drop down list.

Step 7 Press F9 for Godown In-charge.