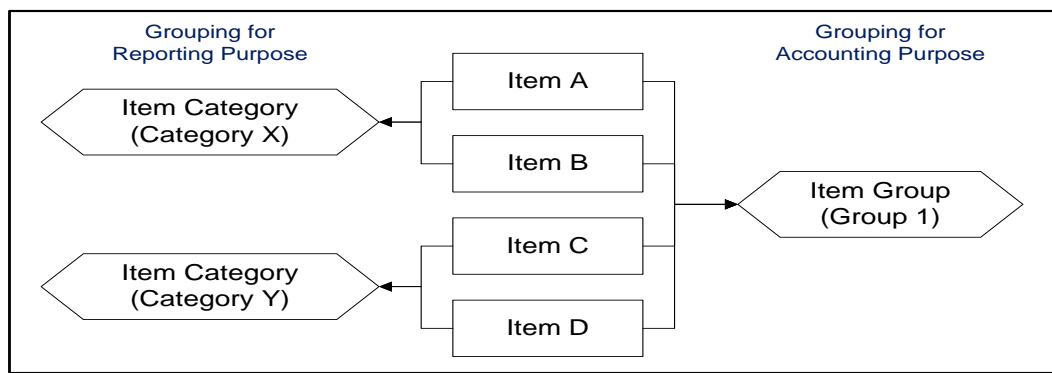
 Lighthouse Info Systems Pvt. Ltd. <small>SINCE 1987</small>	Document Name	Object Help Document	
	Menu Code	01.201.07	
	Process Name	Item Category Master	
Release Version	1.0	Document No	LISPL/OHD/MM/201/007
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01.201.07 – Item Category Master

PROCESS OVERVIEW

Item are grouped in Item Group Master for accounting purpose, whereas for Reporting and Analysis purpose additional grouping is required which is handled by defining the Item Category Master.




PROCESS PRE-REQUISITES

Input Fields	Input Field Details	Remarks
Item category	Item Category needs to be entered	User defined
Item Category Name	Item Category name needs to be entered	User defined

KEY FEATURES

- The grouping of item is done for reporting purpose
- The categories can be grouped for accounting purpose

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Item Category Details

Record Type ☐ Parent Record ☒ Basic Record

Item Category*

Item Category Name*

Parent Code


Category UM

Stock on category ☐

Work Steps

1. Enter the item Category details, it should be four digit alphanumeric value.
2. Enter the Item Category name that is applicable for the mention item code as per user required
3. Enter the item parent code if any for the mentioned item category
4. Enter the Unit of measurement for the mentioned category
5. If the user wants to check the stock depending on the category then he/she can check the check box available on the form. The affect of this 'Stock in category' can be seen on the item ledger based on the selected category

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Record Type	Field	R	Select the Record Type (Parent / Basic Record).
Item Category Code	Item Category Code	R	Define unique Item Category Code 5.
Item Category Name	Field	R	Item Category Name upto 50 characters.
Parent Code	Field	O	If Item Category is required to create under some Parent Code, then create the Parent Code first then assign the same to various other Item Category Codes. Select from LOV by pressing F9.

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Category UM	Field	O	Select UOM from LOV by pressing F9.
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(R-Required, O-Optional, C-Conditional)