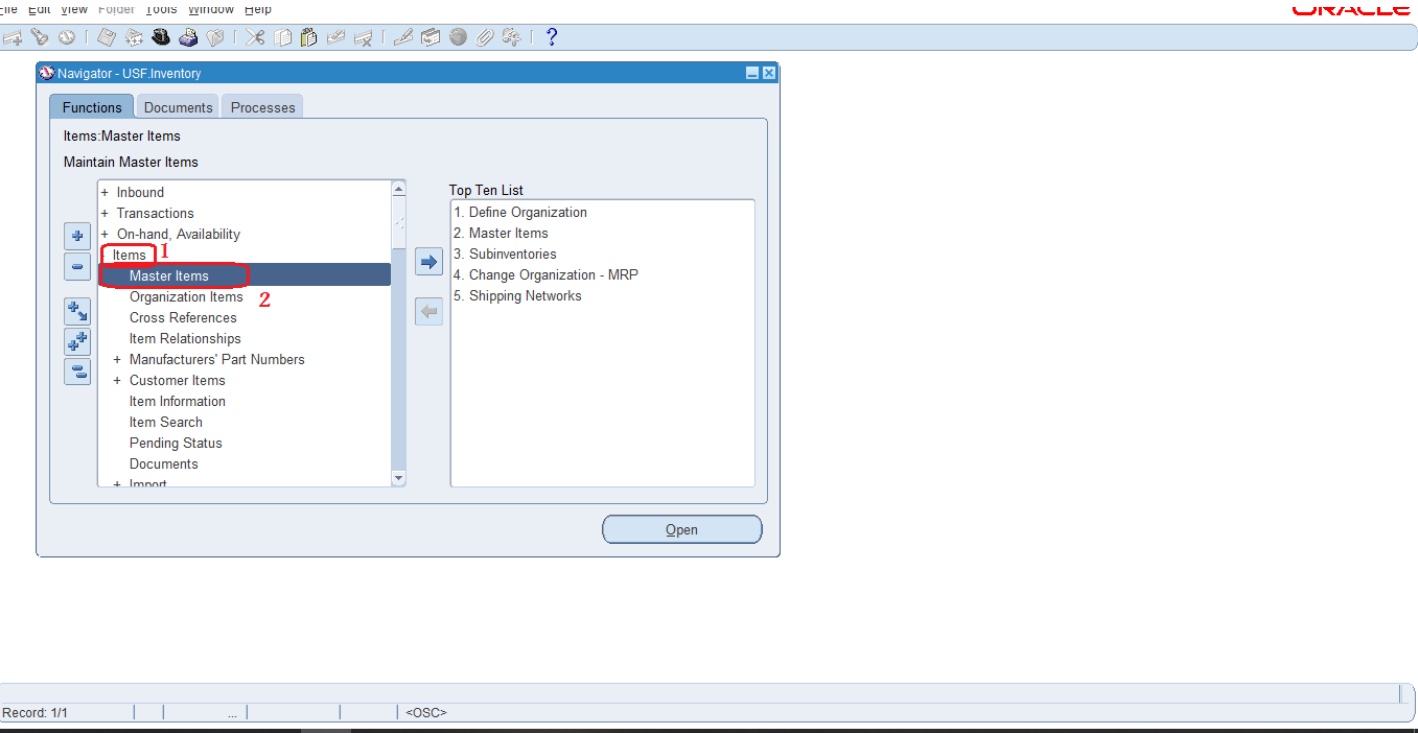


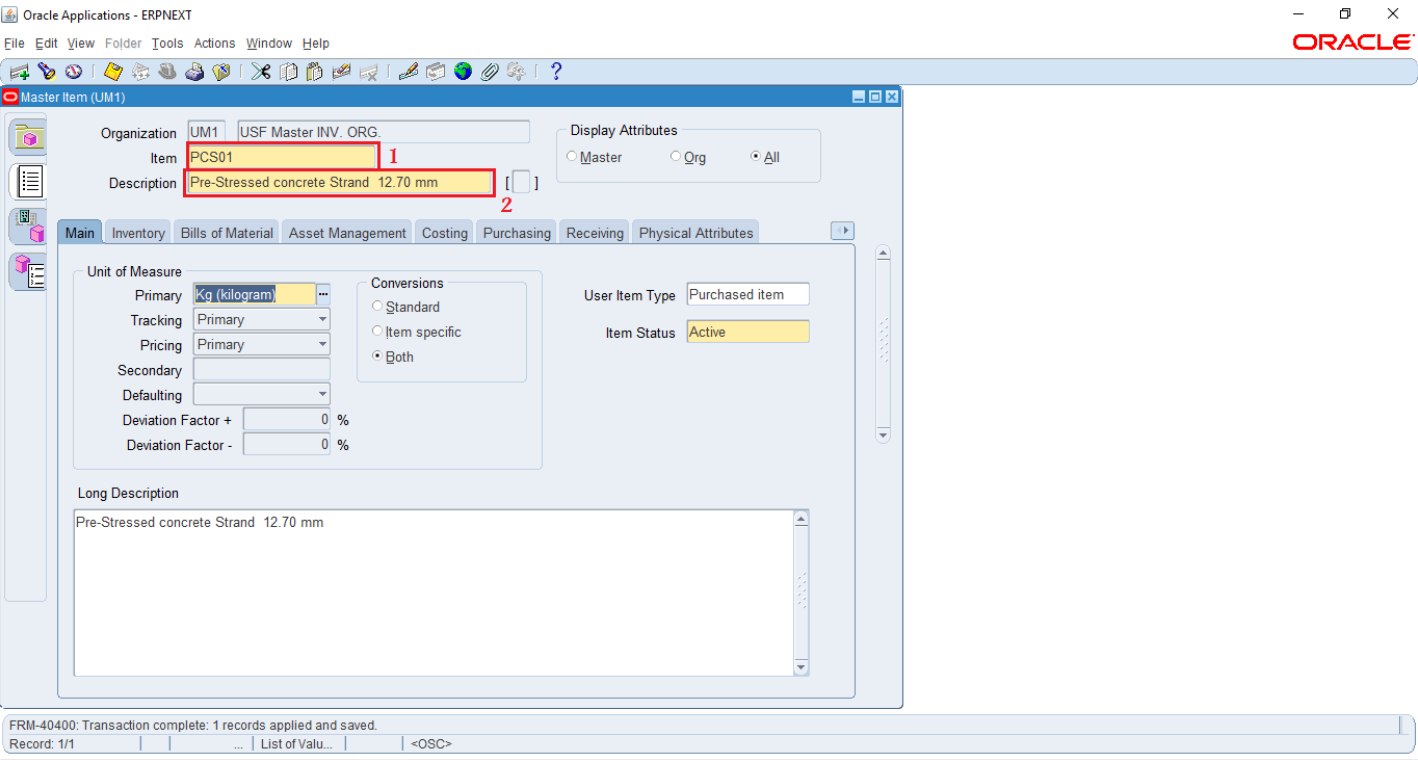
Creating an Item:

For adding a new Item in the system, you must follow these steps:

Step 1: From the USF.Inventory Application > Items > Mater Items.



Step 2: Create a unique Item Code for the item and description



Oracle Applications - ERPNEXT

File Edit View Folder Tools Actions Window Help

Master Item (UM1)

Organization: UM1 USF Master INV. ORG.

Item: PCS01

Description: Pre-Stressed concrete Strand 12.70 mm

Display Attributes: ☐ Master ☐ Org ☒ All

Main Inventory Bills of Material Asset Management Costing Purchasing Receiving Physical Attributes

☒ Inventory Item ☒ Stockable ☒ Transactable

☒ Revision Control (D) ☒ Reservable (G) ☐ Check Material Shortage

☐ Lot Expiration (Shelf Life) ☐ Cycle Count Enabled

Control: No Control

Negative Measurement Error:

Shelf Life Days: 0

Positive Measurement Error:

Retest Interval:

Expiration Action Interval:

Expiration Action:

Serial Generation: No Control

☐ Serial Tagging Enabled

Starting Prefix:

Starting Number:

☐ Grade Controlled

Default Grade:

Material Classification Type:

Material Classification Control: No Control

Locator Control: No Control

☐ Restrict Subinventories ☐ Restrict Locators (J)

Record: 1/1

Step3: set the purchasing option

Oracle Applications - ERPNEXT

File Edit View Folder Tools Actions Window Help

Master Item (UM1)

Organization: UM1 USF Master INV. ORG.

Item:

Description:

Display Attributes: ☐ Master ☐ Org ☒ All

Main Inventory Bills of Material Asset Management Costing Purchasing Receiving Physical Attributes

☐ Purchased ☐ Purchasable ☐ Use Approved Supplier

☒ Allow Description Update ☐ Outsourced Assembly

☐ Outside Processing Item

Unit Type:

RFQ Required: No

Invoice Matching

Receipt Required: No

Input Tax Classification Code:

Taxable: No

Inspection Required:

Default Buyer:

Unit of Issue:

Receipt Close Tolerance: %

Invoice Close Tolerance: %

UN Number:

Hazard Class:

List Price:

Market Price:

Price Tolerance: 0 %

Rounding Factor:

Encumbrance Account:

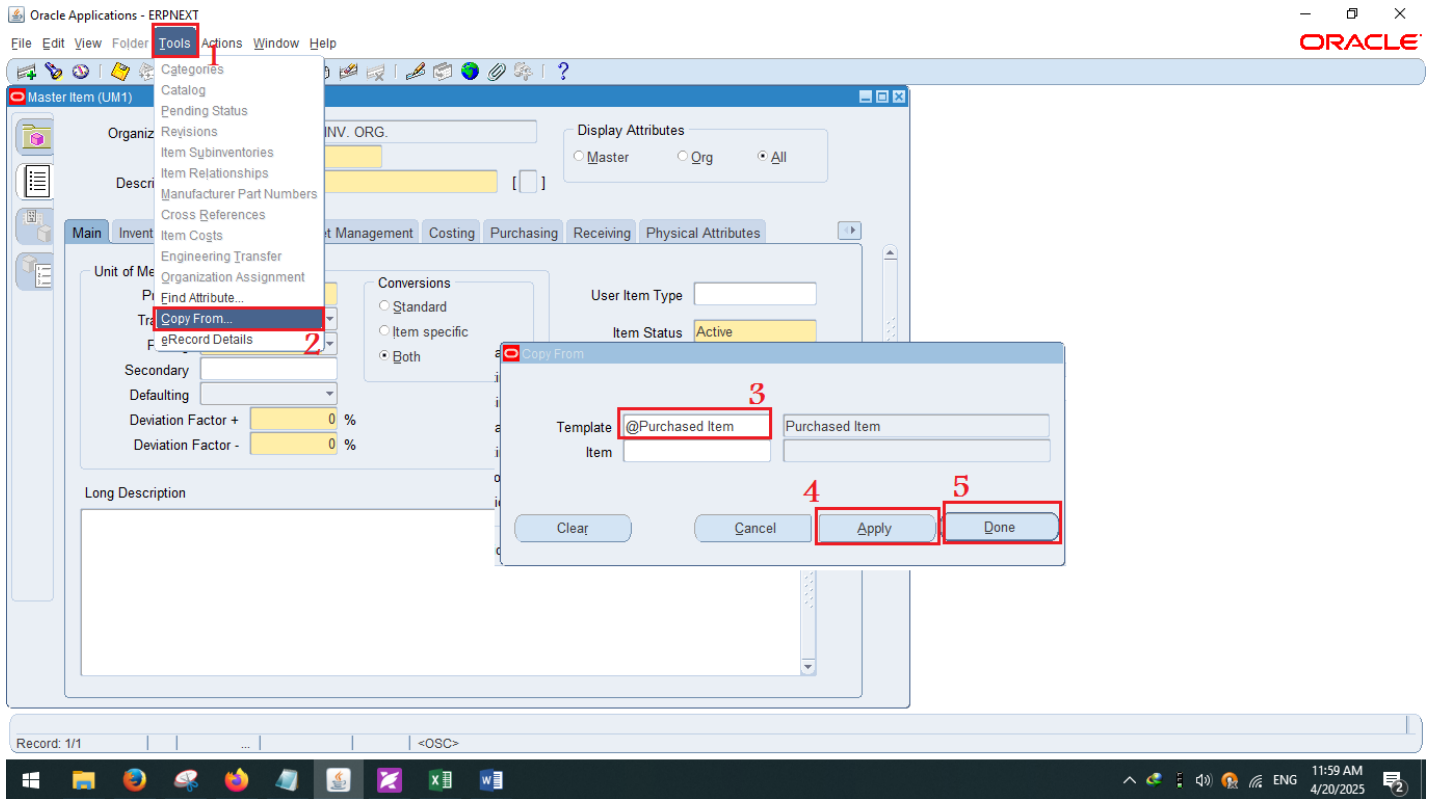
Expense Account: 01-520-7530-0000-000

Asset Category:

Record: 1/1

Or you can copy from an already existing template or item.

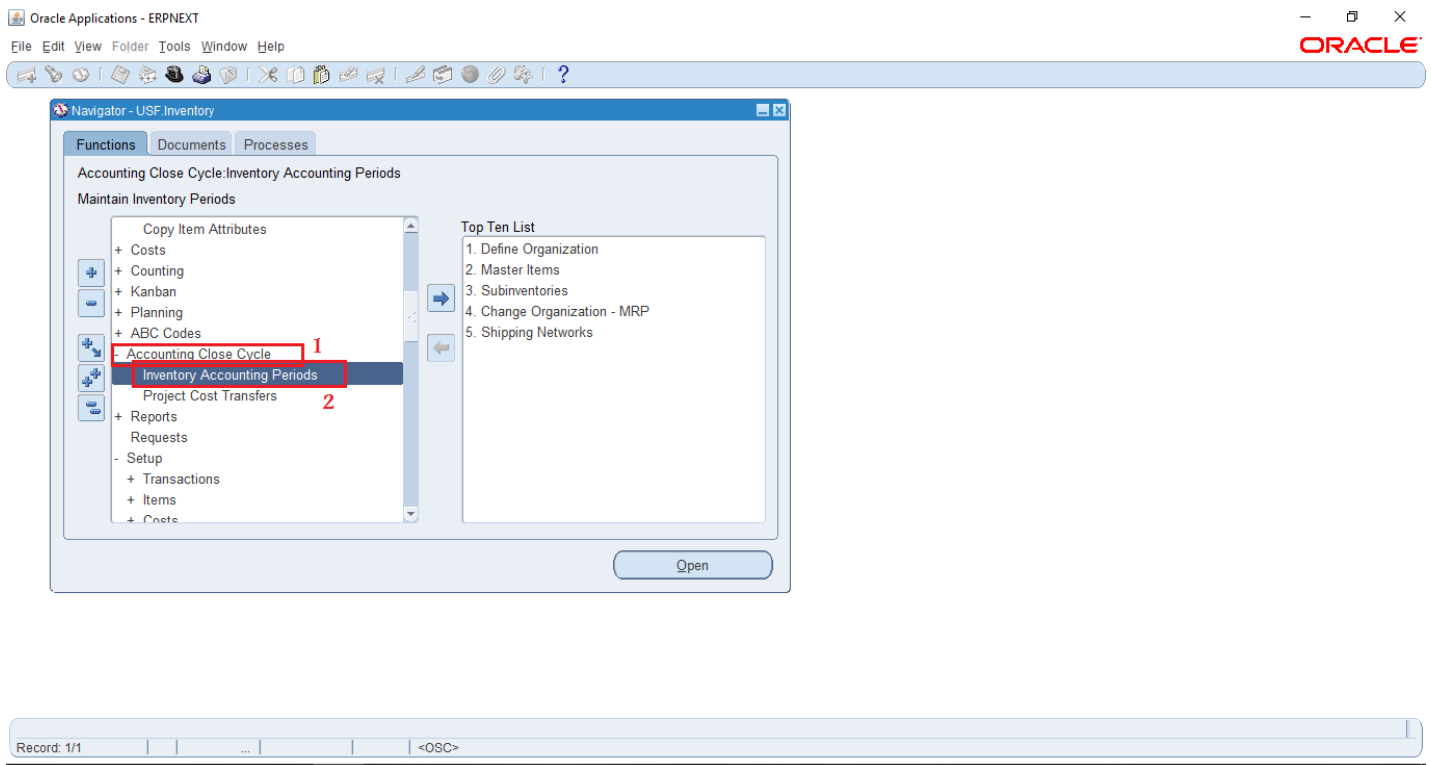
Click Tools > Copy from.....



Opening an Inventory Accounting Period:

Upon opening an inventory accounting Period, follow these steps:

Step1: From the USF.Inventory Application > accounting > accounting Close Cycle > Inventory Accounting Periods.



Step2: Select the first Accounting Period

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Oracle

Navigator - USF Inventory

Functions Documents Processes

Inventory Accounting Periods (NCI)

First Period

Open

+ Reports

- Requests

- Setup

+ Transactions

+ Items

+ Costs

+ Units of Measure

+ Rules

- Organizations

Open

Record: 1/1

List of Valu...

<OSC>

Step3: Locate the period with the status “Future “that Correspond to your first period then click on the period row to highlight it

Step4: Change the period status to open

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Oracle

Inventory Accounting Periods (NCI)

Status	Period	Num	Year	From	To	Close Date
Future	Jul-25	7	2025	01-07-2025	31-07-2025	
Future	Jun-25	6	2025	01-06-2025	30-06-2025	
Future	May-25	5	2025	01-05-2025	31-05-2025	
Open	Apr-25	4	2025	01-04-2025	30-04-2025	
Open	Mar-25	3	2025	01-03-2025	31-03-2025	
Closed	Feb-25	2	2025	01-02-2025	28-02-2025	20-04-2025
Closed	Jan-25	1	2025	01-01-2025	31-01-2025	20-04-2025

Pending...

Values at Close

Distributions

Change Status...

Open

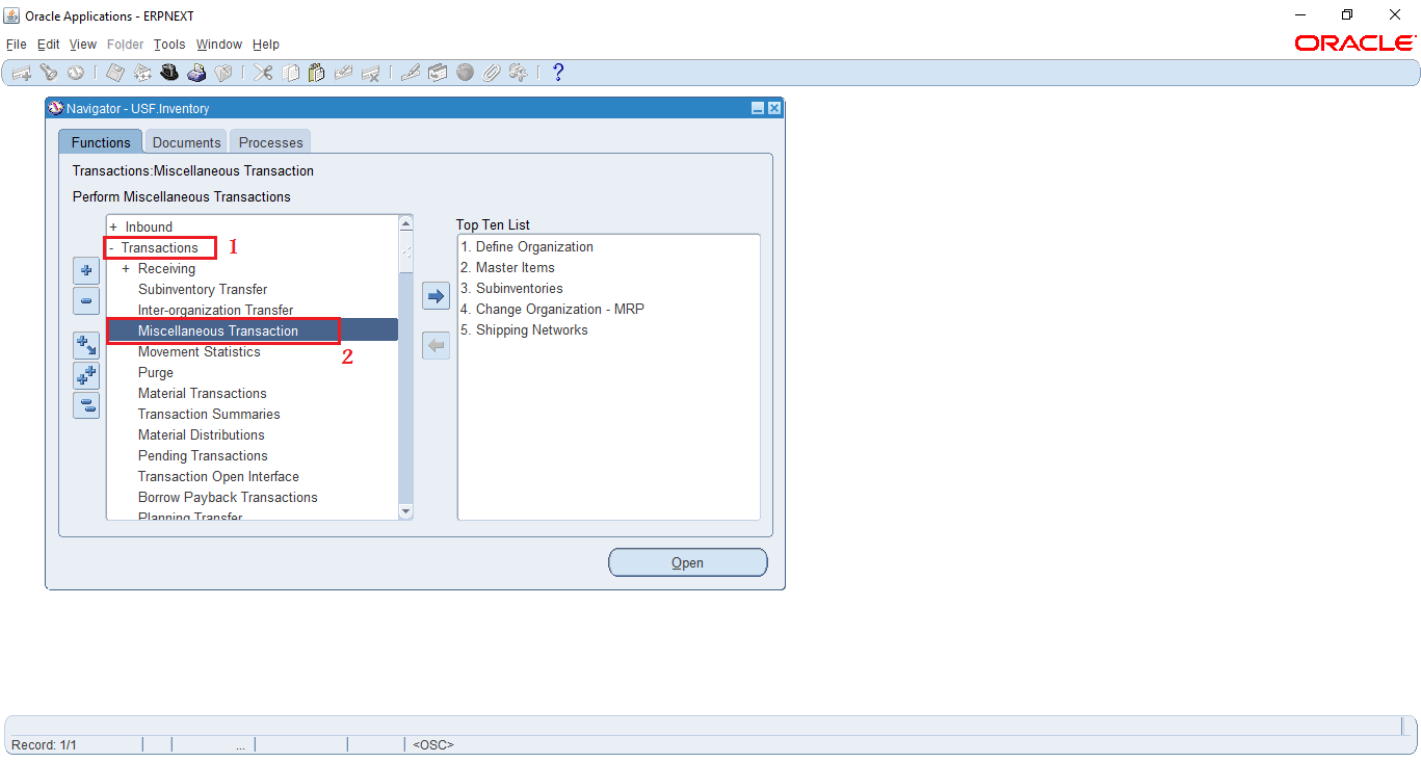
Record: 4/7

<OSC>

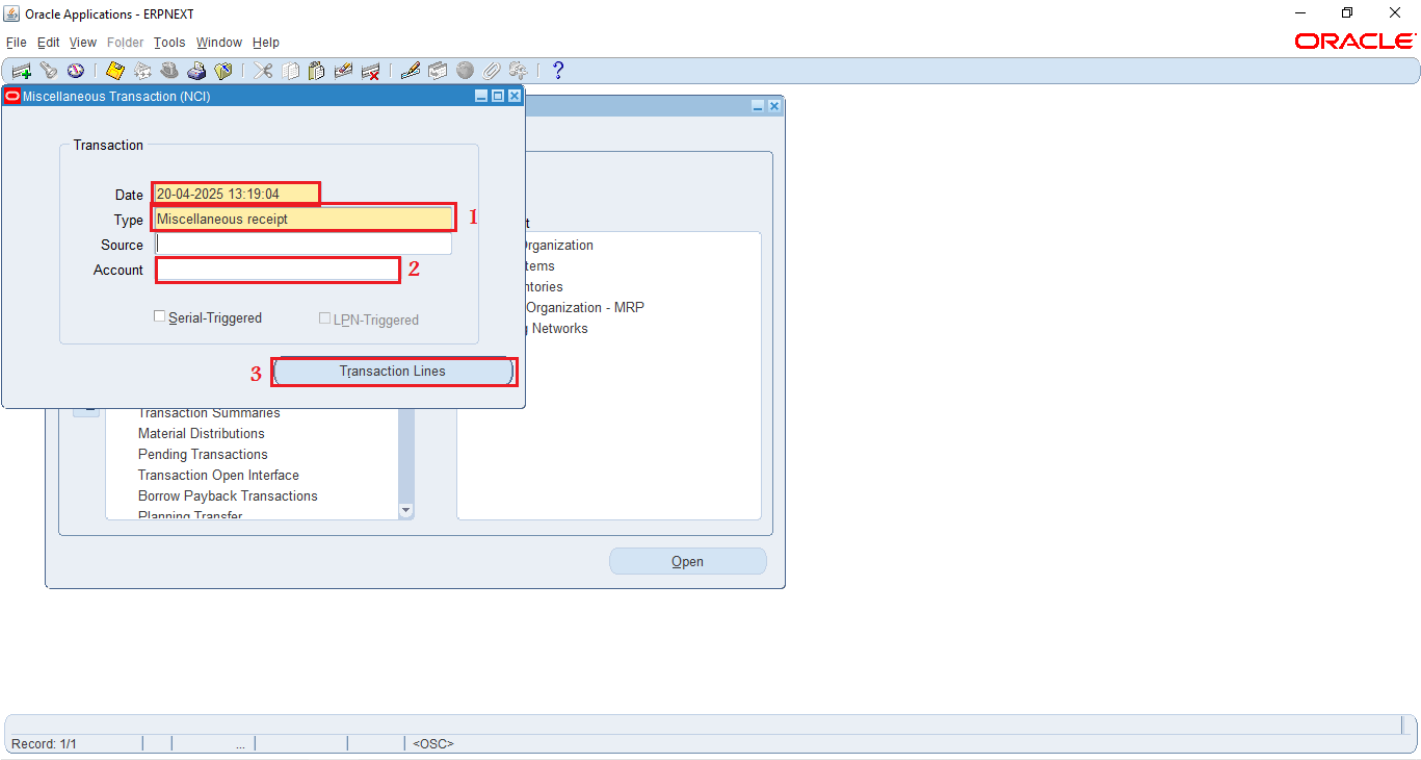
Performing Miscellaneous transactions:

Upon Performing miscellaneous transactions, follow these steps:

Step1: From USF.Inventory Application > Transactions > Miscellaneous transactions.



Step 2: select the transaction type (miscellaneous Receipt)



Step 3: Entre item Details, click on the item Field > select the item

Select the sub inventory > Entre the quantity > Entre the Account

The screenshot shows the 'Miscellaneous Transaction (NCI)' window in Oracle Applications - ERP NEXT. The window title bar includes standard OS controls and menu options: File, Edit, View, Folder, Tools, Actions, Window, Help.

A toolbar at the top contains various icons for file operations and system functions. Below the toolbar, the main area displays a table with columns: Item, Rev, Subinventory, Locator, Lot, Expires On, UOM, Quantity, and Second. The first row of data is highlighted with red boxes around the following values:

Item	Rev	Subinventory	Locator	Lot	Expires On	UOM	Quantity	Second
PCS01		USF_RCV				Kg	100	

Below the table, there are input fields for Description, Available, On-hand, Secondary Available, and Secondary On-hand. The Description field contains 'Pre-Stressed concrete Strand 12.70 mm'. The Available and On-hand fields show '0' and 'Kg' respectively. The Secondary Available and Secondary On-hand fields are empty.

At the bottom right, there is a button labeled 'Lot / Serial'. At the very bottom of the window, a status bar indicates 'Record: 1/1' and '<OSC>'.

Creating Move Order:

Step 1: From USF.Inventory Application > Move Orders > Move Orders: Entre the following Details

- Select The Transaction Type: Move Order Issue
 - Decide the Location of the transaction
 - Decide the Transaction Source Sub-inventory
- Entre the required date
 - Entre the item code

The screenshot shows the Oracle Applications - ERPNEXT Navigator window. The left pane displays a tree structure of functions, with 'Move Orders' highlighted. The right pane shows the 'Top Ten List' for Move Orders, which includes: 1. Define Organization, 2. Master Items, 3. Subinventories, 4. Change Organization - MRP, 5. Shipping Networks, 6. Cost Periods, and 7. Move Orders. The 'Open' button is located at the bottom right of the window.

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

ORACLE

Move Orders (ALX)

Number: 6453354
Status: Incomplete
Description:
Move Order Type: Requisition

Transaction Type: Move Order Issue
Source Subinv:
Destination Account:
Location:
Destination Subinv:
Date Required: 20-04-2025 13:30:0

Line	Item	Rev	Transaction Type	Date Required	UOM	P	Qua
1	PCS01		Move Order Issue	20-04-2025 13:30:08	Kg		

Item Description: Pre-Stressed concrete Strand 12.70 mm

On Hand

Approve

Record: 1/1 | ... | List of Valu... | <OSC>

Step 2: Find the move order for Processing

From USF.Inventory Application > Move Orders > Transact move orders

1. Find move order lines form will appear
2. Entre the move order number you created earlier and click find

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

ORACLE

Transact Move Orders (ALX)

Transaction Date:

Select

Allocations

Find Move Order Lines (ALX)

Numbers: 6454346 - 6454346
Description:
Type:
Created By:

Clear

Find

Description:

Allocate

View/Update Allocations

Transact

Record: 1/1 | ... | List of Valu... | <OSC>

Step 3: Allocate Inventory

1. In the Transaction Move Orders Screen:

- Locate the move order by looking for the move order number
- Verify that the item appears with the transaction type as Move Order Issue
- Click Allocate

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Transaction Date: 21-04-2025 13:09:22

Allocations	Number	Type	Line	Transaction Type	Item	Rev	Source Su
	3454346	Requisition	1	Move Order Issue	PCS01		USF_SCS

Description: Pre-Stressed concrete Strand 12.70 mm

Buttons: Allocate, View/Update Allocations (1), Transact

Record: 1/1 | ... | <OSC>

Step 4: Transact the move Order

1. In the Transact Move Orders Screen:

- Check the Details:
Item, Sub Inventory, UOM
Requested Quantity, Click Transact

2. The move order is now successfully transacted, and the inventory is moved accordingly.

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

TRANSACT MOVE ORDER LINE ALLOCATIONS (ALX)

Item	Rev	Subinventory	Locator	UOM	Requested Quantity	Quantity	Allocated Qty	Secondary UOM	Sec
PCS01		USF_SCS		Kg	1000	1000			

Description: Pre-Stressed concrete Strand 12.70 mm

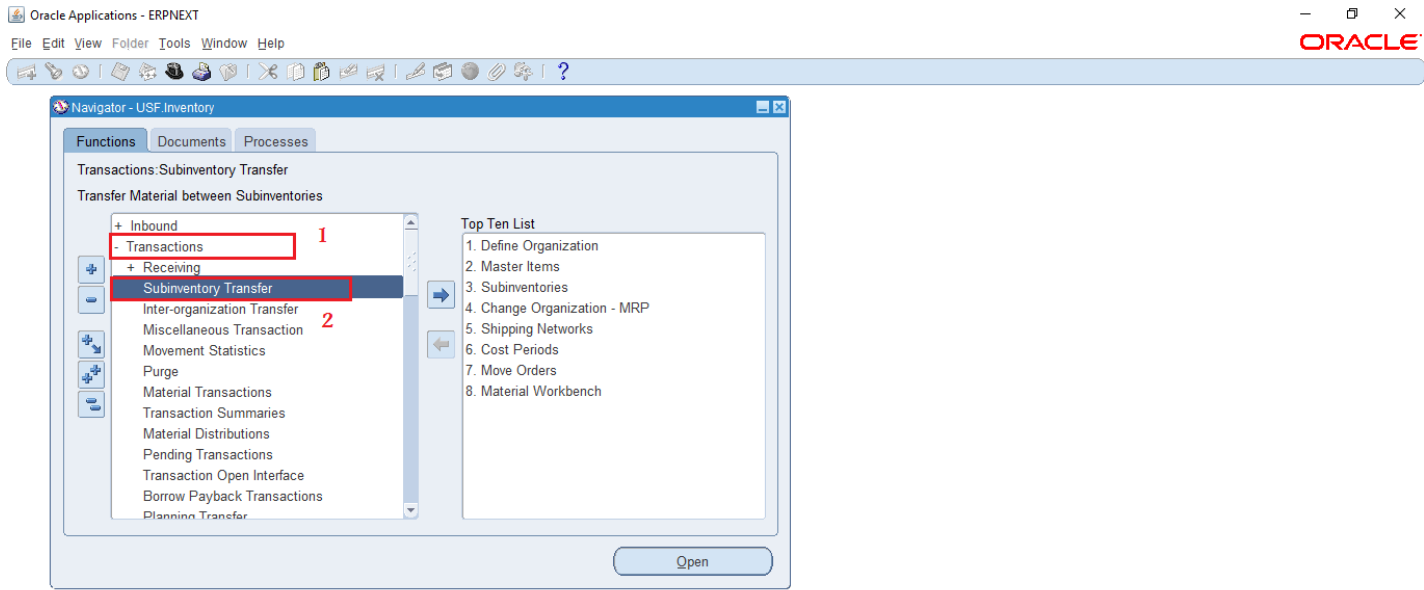
Available: 0 Kg, On-hand: 0 Kg, Secondary Available: , Secondary On-hand:

Buttons: Lot / Serial, Select Available Inventory, Save (B), Cancel, Transact (2)

Record: 1/1 | ... | <OSC>

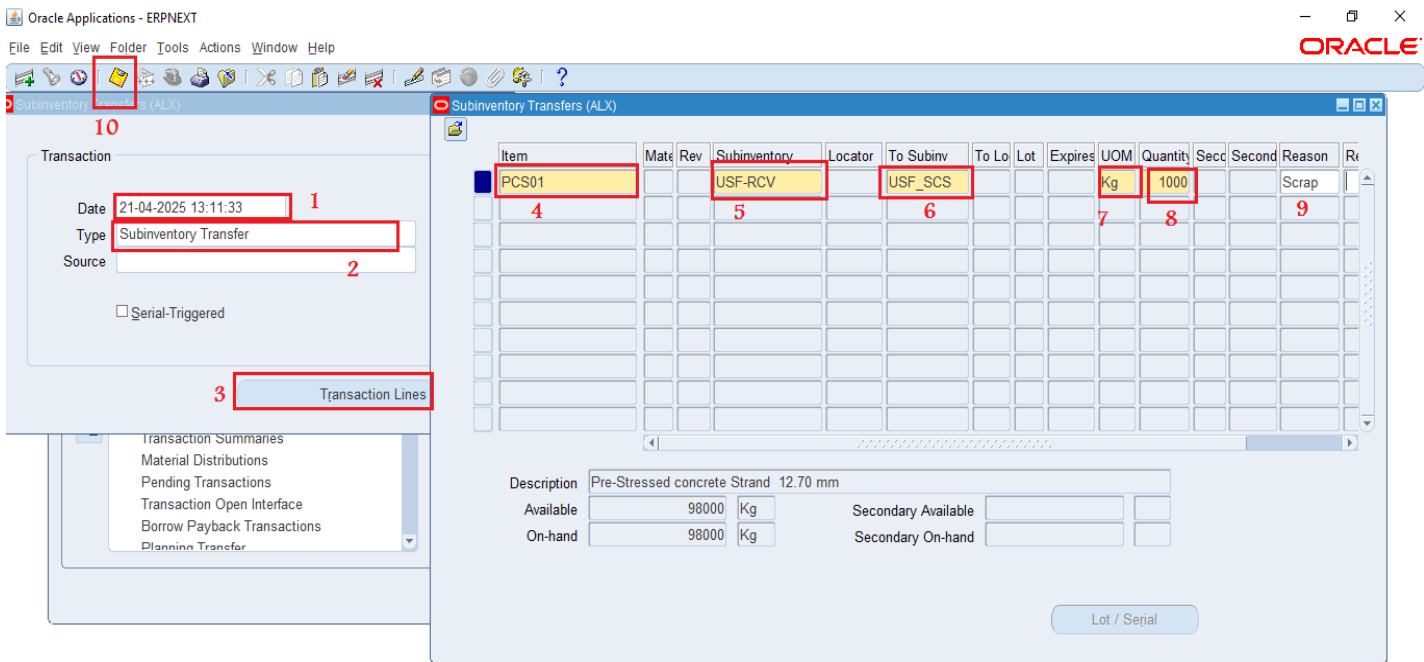
Create Sub inventory transfer:

Step 1: From USF.Inventory Application > Transactions > Sub inventory Transfer



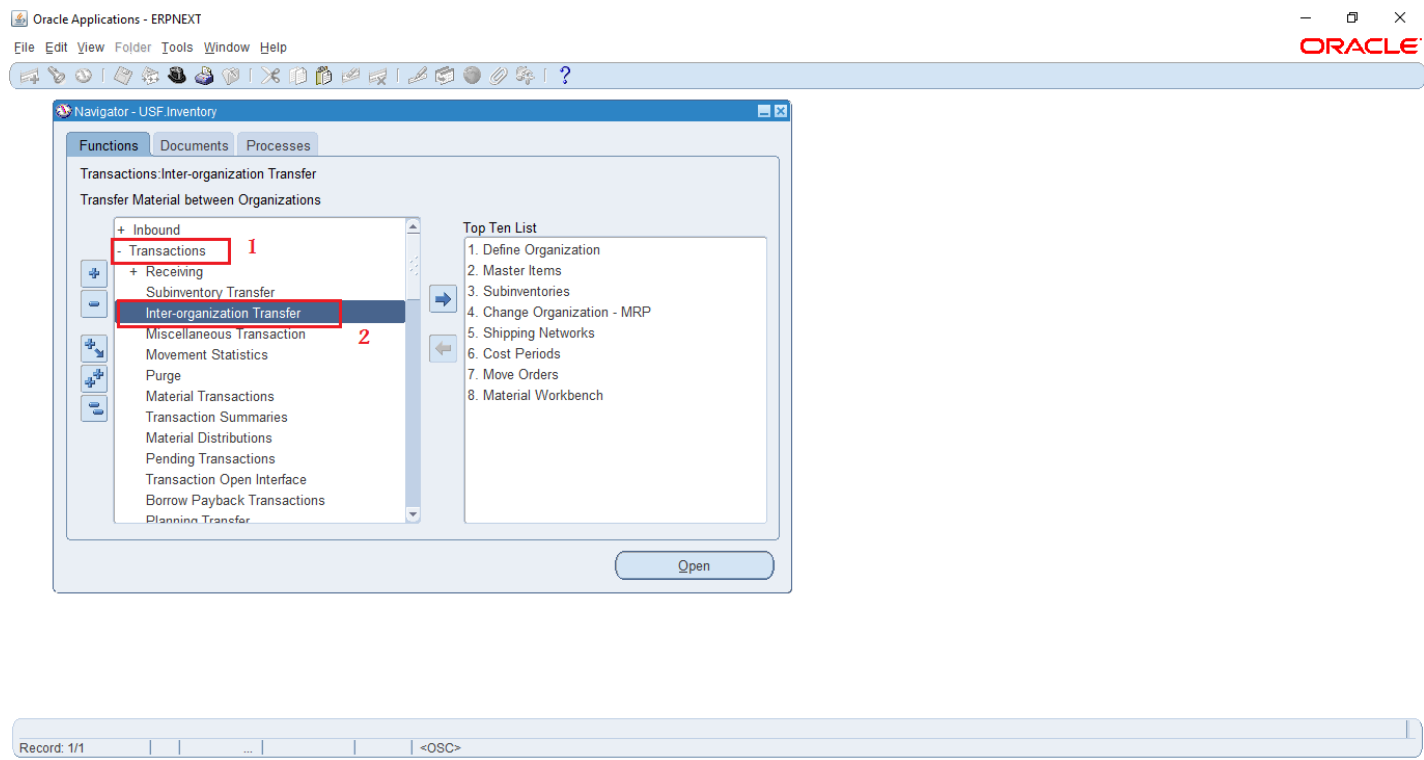
Step 2: Select the transfer type

- Entre the transaction date
- Click on the type field
- Select Sub inventory transfer from the list.
- From Sub inventory: Entre the source Subinventory.
- To Subinventory: Entre the destination subinventory



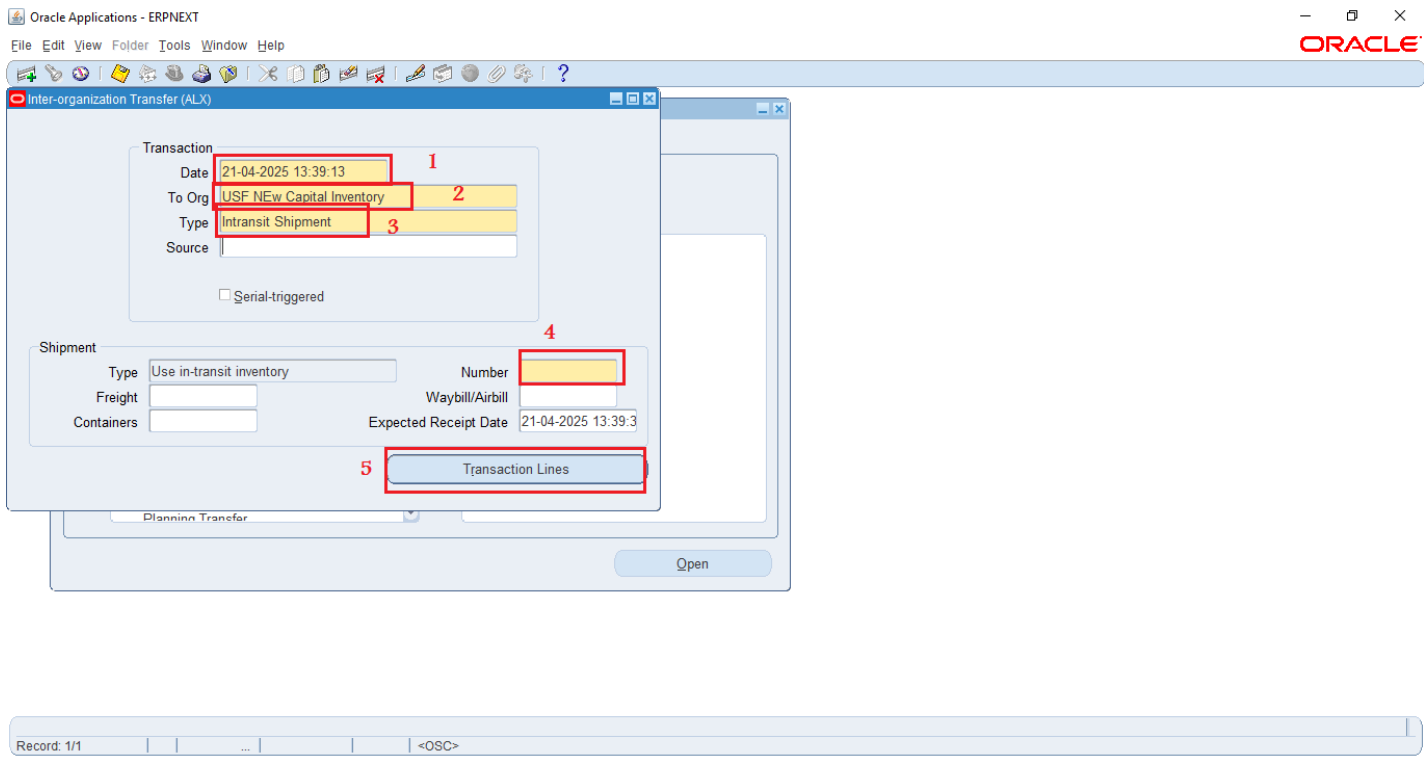
Creating Inter-Organization Transfer

Step 1: From USF.Inventory Application > Transactions > Inter-Organization transfer.



Step 2: Entre transfer information in the transaction window:

- Entre the transaction date
- Select the destination organization
- Select the type Intransit Shipment
- Entre the transaction no.



Step 3: Entre the transfer details:

Select from Subinventory to Subinventory

Select the UOM and the Quantity to transfer

Select the reason for transfer

Click Save to complete the transfer

Oracle Applications - ERPNEXT

File Edit View Folder Tools Actions Window Help

Inter-organization Transfer (ALX)

Item	Rev	Subinventory	Locator	To Subinv	To Loc	Lot	Expire	UOM	Quantity	Second	Secd	Reason	Referer
PCS01		USF-RCV		USF_RCV				Kg	7000				

Description: Pre-Stressed concrete Strand 12.70 mm

Available: 97000 Kg Secondary Available:

On-hand: 97000 Kg Secondary On-hand:

Lot / Serial

Record: 1/1 | ... | List of Valu... | <OSC>

Setting up Physical Inventory

Step 1: From USF.Inventory Application > Counting > Physical Inventory.

Click on New and entre the following details:

Description: A short description of the physical inventory

Approval Required: Never ---No approval is required for count entry or adjustments. .

Approval Required: Always--- Approval is required for all inventory count entries and adjustments.

Approval Required: If out of tolerance--- Approval is required only if adjustments exceed predefined tolerance limits.

Dynamic entry allowed: Selected if you allow entry of new items during the count.

Count subinventories:

All: Counts are performed for all subinventories in the organization.

Specific: Counts are performed for selected subinventories only.

Navigator - USF Inventory

Functions Documents Processes

Costs:

Costs Menu

- + Inbound
- + Transactions
- + On-hand, Availability
- + Items
- + Costs
 - Counting 1
 - + Cycle Counting
 - Physical Inventory 2
 - Physical Inventories 3
 - Tag Generation
 - Tag Counts
 - Approve Adjustments
- + Replenishment Counts
- + Kanban
- + Planning

Top Ten List

1. Define Organization
2. Master Items
3. Subinventories
4. Change Organization - MRP
5. Shipping Networks
6. Cost Periods
7. Move Orders

Open

Record: 1/1

Physical Inventories: Summary (ALX)

Define Physical Inventory (ALX)

Name USF_Physical 1

Description 2025-4-1 لجنه جرد مخزون اسكندريه 2

Date 22-04-2025 3

Approvals 4

Required Always

4.1 Tolerances

Qty + -

Value %

Status

☐ Snapshot Complete

☐ Adjustments Posted

Snapshot Date

Count Subinventories

☐ All

☒ Specific 5

Subinventories

USF_RCV

USF_FGS

USF_SCS

USF_SP 5.1

☒ Allow Dynamic Tags 6

☐ Exclude Zero Balances

☐ Exclude Negative Balance

[]

7 Snapshot Tags

FRM-40400: Transaction complete: 5 records applied and saved.

Record: 4/4

Physical Inventories: Summary (ALX)

Define Physical Inventory (ALX)

Name USF_Physical

Description 2025-4-1 لجنه جرد مخزون اسكندريه

Date 22-04-2025

Approvals

Required Always

Tolerances

Qty + -

Value %

Status

☒ Snapshot Complete 1

☐ Adjustments Posted

Snapshot Date 22-04-2025

Count Subinventories

☐ All

☒ Specific

Subinventories

USF_RCV

USF_FGS

USF_SCS

USF_SP

☒ Allow Dynamic Tags

☐ Exclude Zero Balances

☐ Exclude Negative Balance

[]

Snapshot Tags 2

Record: 1/1

Step 2: Tag generation from Counting > Physical Inventory > Tag Generation

Types of Tags:

Blanck tag: Manually entre item details later.

Default tags: Automatically include the item, subinventory, locator, lot and serial details

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Physical Inventories Summary (ALX)

Generate Physical Inventory Tags (ALX)

Name: USF_Physical
Description: 2025-4-1 لیجنه جرد مخزن ایسکندریه
Snapshot Date: 22-04-2025

Tag Type: ☐ Blank ☒ Default
☒ Show Serial on Tags

Tags

Starting Tag: USF-000000001
Digit Increments: 0000111111111111

Ending Tag: USF-000000002
Number of Tags: 2

Generate

Snapshot Tags

Record: 1/1

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Physical Inventories Summary (ALX)

Run this Request

Name: Physical inventory tag listing
Operating Unit:
Parameters:
Language: American English

At these Times
Run the Job: As Soon as Poss

Upon Completion
☒ Save all Output
Layout:
Notify:
Print to: noprint

Help (C) Submit Cancel

Parameters

Physical Inventory: USF_Physical
2025-4-1 لیجنه جرد مخزن ایسکندریه

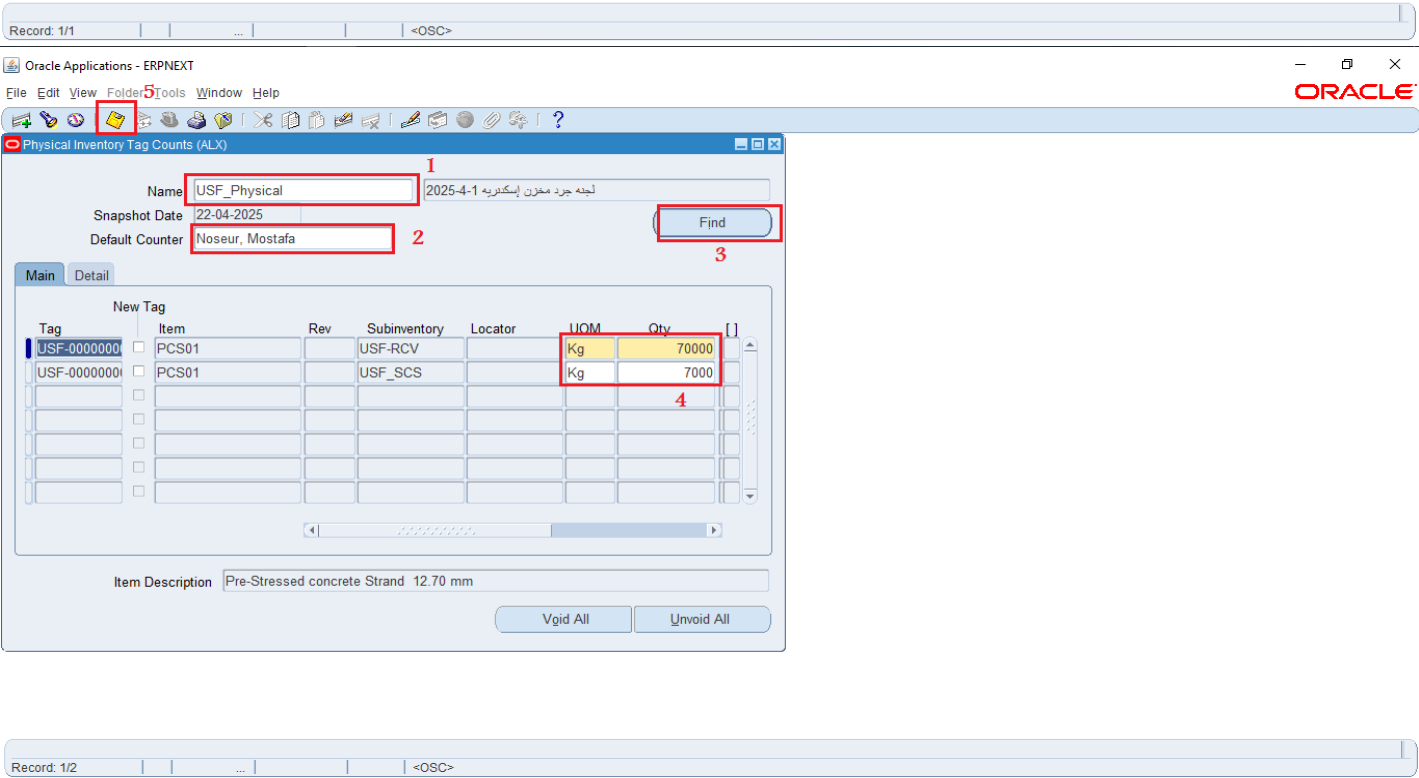
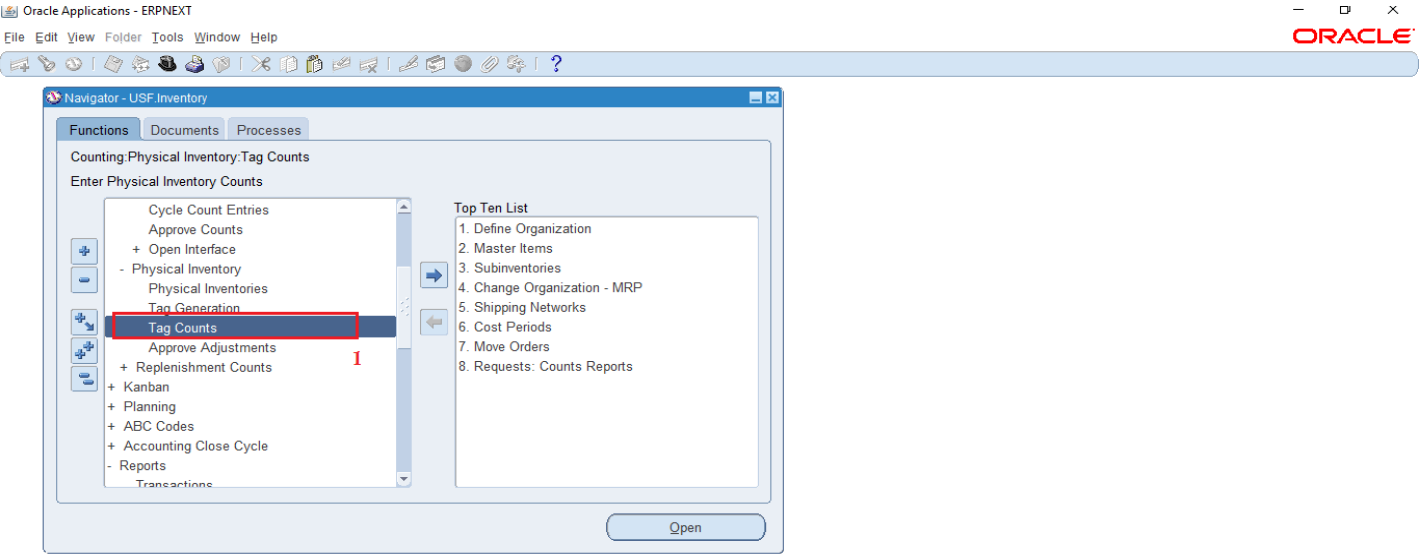
OK Cancel Clear Help

Record: 1/1

Step 3: Tag Counts

From Counting > Physical Inventory > Tag counts > Query Generation tags

Entre the actual counted Quantities then save the counts.



Step 4: Approve Physical Counts

From Counting > Physical Inventory > Approve Counts.

Select The physical inventory and approve or reject the counts

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Approve Physical Adjustments Summary (ALX)

Name: USF_Physical 2025-4-1 لڇنه جرد مخزن اڀڪٽريه

Freeze Date: 22-04-2025

☐ Adjustments Posted

Find

Adjustments

Default Approver: Noseur, Mostafa

Adjustments Item Details Location Approver

None	Approve	Reject	Item	Snapshot Qty	UOM	Snapshot Qty 2	Secondary UOM	Qty	£
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	PCS01	80000	Kg			-10000	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	PCS01	2000	Kg			5000	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							

Description: Pre-Stressed concrete Strand 12.70 mm

Approve All Reject All Tags Open

Record: 1/2

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Approve Physical Adjustments Summary (ALX)

Name: USF_Physical 2025-4-1 لڇنه جرد مخزن اڀڪٽريه

Freeze Date: 22-04-2025

☐ Adjustments Posted

Find

Adjustments

Default Approver: Noseur, Mostafa

Adjustments Item Details Location Approver

None	Approve	Reject	Item	UOM	Snapshot Qty 2	Secondary UOM	Qty	Adj Secondary
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	PCS01	Kg			-10000	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	PCS01	Kg			5000	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						

Description: Pre-Stressed concrete Strand 12.70 mm

Approve All Reject All Tags Open

Approve Physical Adjustment (ALX)

Approval Options: ☒ None ☐ Approve ☐ Reject

Item: PCS01

Description: Pre-Stressed concrete Strand 12.70 mm

Revision:

Subinventory: USF-RCV Locator:

Lot: Serial:

Quantities

Primary

UOM: Kg

Snapshot: 80000

Adjustment: -10000

Count: 70000

Secondary

UOM:

Snapshot:

Adjustment:

Count:

Variance

Value: 0 Percent: -12.5

Approver:

Record: 1/2

Oracle Applications - ERPNEXT

File Edit View Folder Tools Window Help

Approve Physical Adjustments Summary (ALX)

Name: USF_Physical 2025-4-1 لڇنه جرد مخزن اڀڪٽريه

Freeze Date: 22-04-2025

☐ Adjustments Posted

Find

Adjustments

Default Approver: Noseur, Mostafa

Adjustments Item Details Location Approver

None	Approve	Reject	Item	Snapshot Qty	UOM	Snapshot Qty 2	Secondary UOM	Qty	£
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	PCS01	80000	Kg			-10000	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	PCS01	2000	Kg			5000	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>							

Description: Pre-Stressed concrete Strand 12.70 mm

Approve All Reject All Tags Open

Approve Physical Adjustment (ALX)

Approval Options: ☒ None ☐ Approve ☐ Reject

Item: PCS01

Description: Pre-Stressed concrete Strand 12.70 mm

Revision:

Subinventory: USF_SCS Locator:

Lot: Serial:

Quantities

Primary

UOM: Kg

Snapshot: 2000

Adjustment: 5000

Count: 7000

Secondary

UOM:

Snapshot:

Adjustment:

Count:

Variance

Value: 0 Percent: 250

Approver: