Warehouse Inventory Management

Test Plan and User Guide

CMSC 495 - 7983

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# Overview

This Test Plan is intended to facilitate the confirmation of all original and consequent requirements for the Warehouse Inventory Management system. Successful completion of each item will constitute a successful implementation of the system. By following the guidance within this document, the acceptance tester or end user will be able to successfully interact with the system and perform all required actions.

*Note: This document does not include System level or Database troubleshooting guidance. Please contact the Warehouse Inventory Management team for troubleshooting assistance.*

# On-Hand Inventory Management

## Viewing On-Hand Inventory

Within the main Warehouse Inventory Management (WIM) interface, resides a list (grid) which contains each item currently stored within the warehouse. This list contains the following information for each item:

* Check box: Allows the selection of multiple items.
* Inventory ID: Inventory number for an item.
* Item Name: Human-readable item name.
* UPC: Universal Product Code.
* Location: Aisle, bay, and shelf physical warehouse location.
* Quantity: Number of items on hand.

## Sorting the Inventory List

To customize the list frame, the items can be sorted by column. This allows for sorting by inventory ID, item name, quantity, or location. Each column can be sorted in Ascending order by double-clicking the header once. To sort by Descending order, double-click the header a second time.

## View Item Details

Each item has details that can be viewed through the Item Details window. Select an item in the list by choosing the corresponding check box then click the “View Details” button. Up to three items may be selected at once. The Item Details window will open.

The Item Details window includes all information available in the list frame (inventory ID, item name, UPC, location, and quantity) as well as the item’s history. The history view has a line for each order which contains:

* Order number: Order number for the incoming or outgoing shipment.
* Order date: The date the item was added to inventory or shipped out.
* Order quantity: The amount the quantity increased or decreased per order.
* Truck number: The truck identifier associated with the order.

Scroll up or down within the details window to view the details of any other items selected.

When complete, click the “Close” button in the details window to return to the main WIM interface.

## Change Item Location

An item’s location can be changed as needed for physical warehouse adjustments.

*Note: Verify the physical location of the item before changing the location in WIM.*

Select an item in the list by choosing the corresponding check box then click the “Change Location” button. The Change Location window will open.

Select the appropriate drop-down option for either Aisle, Bay, or Shelf to select the updated location. Click the “Save Location” button to save changes and return to the main WIM interface.

# Incoming Shipment Creation

## Create A New Order

To create a new incoming shipment, begin at the main WIM interface and select the “Incoming Shipment” button. The “New Incoming Shipment” window will open.

Within in the new window, begin by entering the shipment information:

* Order number
* Truck number
* Date

## Add Items to the Order

Below the shipment information is a list of items currently within the database. For each item in the shipment, enter the incoming quantity. The overall stock quantity will update automatically in the main interface. This will assign the items to the shipment.

If a new item is expected, proceed to the following section. If all items are accounted for click the “Save Shipment” button to return to the main WIM interface.

## Create a New Item

If a new item is expected in a shipment, it must first be added to the list. This can be done by selecting the “New Item” button. The New Item window will open. Fill in the following details for the new item:

* Item Name
* UPC
* Quantity
* Location: If not known, a default location will be used.

When complete, click “Save Item” to return to the “New Incoming Shipment” window. After all items have been added to the shipment, select the “Save Shipment” button to return to the main WIM interface.

# Outgoing Shipment Creation

## Create A New Order

To create a new outgoing shipment, begin at the main WIM interface and select the “Outgoing Shipment” button. The “New Outgoing Shipment” window will open.

Within in the new window, begin by entering the shipment information:

* Order number
* Truck number
* Date

## Add Items to the Order

Below the shipment is a list of items currently in stock within the warehouse. For each item in the shipment, enter the outgoing quantity. The overall stock quantity will update automatically in the main interface. This will assign the items to the shipment.

*Note: Items with a zero on-hand quantity will remain in the main list and their history will remain available.*

After all items have been added to the shipment, click the “Save Shipment” button to return to the main WIM interface.