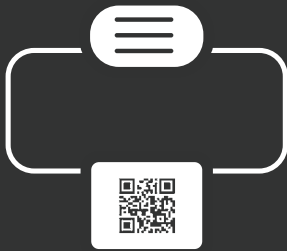# INVENTORY MANAGEMENT

EMPIREMEDICAL

Create inventory item.

From the Order History page, open an item to be inventoried and select Create Inventory Part. Follow the prompts and save. The item will be instantly added to the Inventory page.

Print QR label.

From the Inventory page select the item for which you would like to create a QR label. Select Print QR Code and print to the QR label maker. Place QR label directly onto item and store item at designated inventory location.

Scan QR label.

When removing item(s) from inventory scan the QR code label with your smartphone or tablet for each item and follow the prompts on the screen. When finished the Inventory page will automatically reflect the new inventory level(s).

How the magic happens.

The system will automagically place orders for items once they reach their reorder level. The quantity reordered will be the difference between the remaining stock and the maximum level you establish. Once the product is Marked As Received in the system, your inventory levels will be instantly adjusted on the Inventory page.