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Web Programming – Sec 01
Flow Chart

Instructions on How to Night Stock at a Major Retailer:

- Sign in to your task "Stock (Insert Department Here)"
- Identify your freight items*
    - If on a pallet, collect L-carts, load on to L-carts
    - If on L-carts, continue to step 3
- Read labels on boxes and place items in correct locations
    - Start with the larger items
    - Save the small items and break-packs for last
    - Put all overstock on a pallet
- After freight is put away, sign out of your task
- Sign into your next task "Stock Picks"
- Pull rocket cart of pick items** to your department
- Read labels on boxes and place in correct locations
- Sign off of your task
- Pull pallet of overstock into the back room
- Pull any trash, cardboard or plastic from your department into the back room
    - Place all cardboard in the bailer
    - Place all plastic in the recycle bins
    - Place all trash in the dumpster
- Pull all empty L-carts, rocket carts and pallets into the back room
- Straighten and safety-sweep your entire department

*Freight refers to items delivered on the days truck.
**Picks refer to items selected by the inventory team that are listed as out of stock on the floor.