



Stock Item

Overview

The WAREHOUSE MGMT module Stock Item process provides the ability to add, update, delete, and review the history of Stock Item records directly associated with a Warehouse.

Navigation

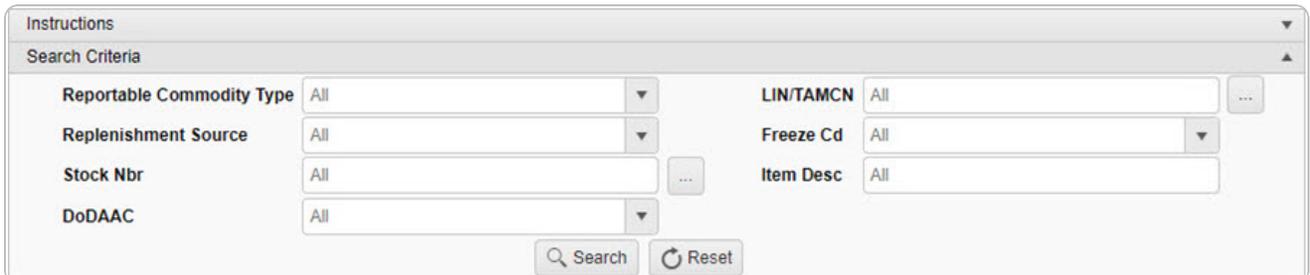
CATALOG MGMT > Stock Item > Stock Item page

Procedures

Search For a Stock Item

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  Reset at any point of this procedure returns all fields to the default "All" setting.

1. In the Search Criteria box, narrow the results by entering one or more of the following optional fields.



| Search Criteria | |
|---------------------------|-----|
| Reportable Commodity Type | All |
| Replenishment Source | All |
| Stock Nbr | All |
| DoDAAC | All |
| LIN/TAMCN | All |
| Freeze Cd | All |
| Item Desc | All |

2. Select  Search . The Results are displayed in the Stock Item grid.

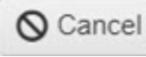




| Stock Item | | | | | | | |
|------------------------------|---------------|--------------|-----------|--------|---------------|--------------------------|------------------------|
| No Grouping | | | | | | | |
| <input type="checkbox"/> All | Stock Nbr | Item Desc | LIN/TAMCN | DoDAAC | Freeze Cd | Inv Segment Id | Default Return Cond Cd |
| <input type="checkbox"/> | 1005000179547 | PIN,FIRING | | N00019 | N - No Freeze | A - Inventory A Schedule | |
| <input type="checkbox"/> | 041618SB001 | GUITAR CASES | | N00019 | N - No Freeze | A - Inventory A Schedule | |

Selected 0/2 Page 1 of 1 50 items per page 1 - 2 of 2 items

Print Stock Item Labels

Selecting  at any point of this procedure returns all fields to the default setting. Selecting  removes all revisions and closes the pop-up window.

- Click to select the desired entry. The Stock Item is highlighted, and , , and  become available.
- Select . The **Print Label Request** pop-up window appears.

Print Label Request X

Print Labels

Printer Language Select an Item ▼

Label Size Select an Item ▼

Label Type Qty

STK 1 ▼






- Use  to select the Printer Language.
- Use  to select the Label Size.





5. Use  to choose the QTY.
6. Select  . *The labels are sent to the printer.*





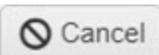
Add a Stock Item

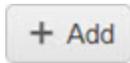
Navigation

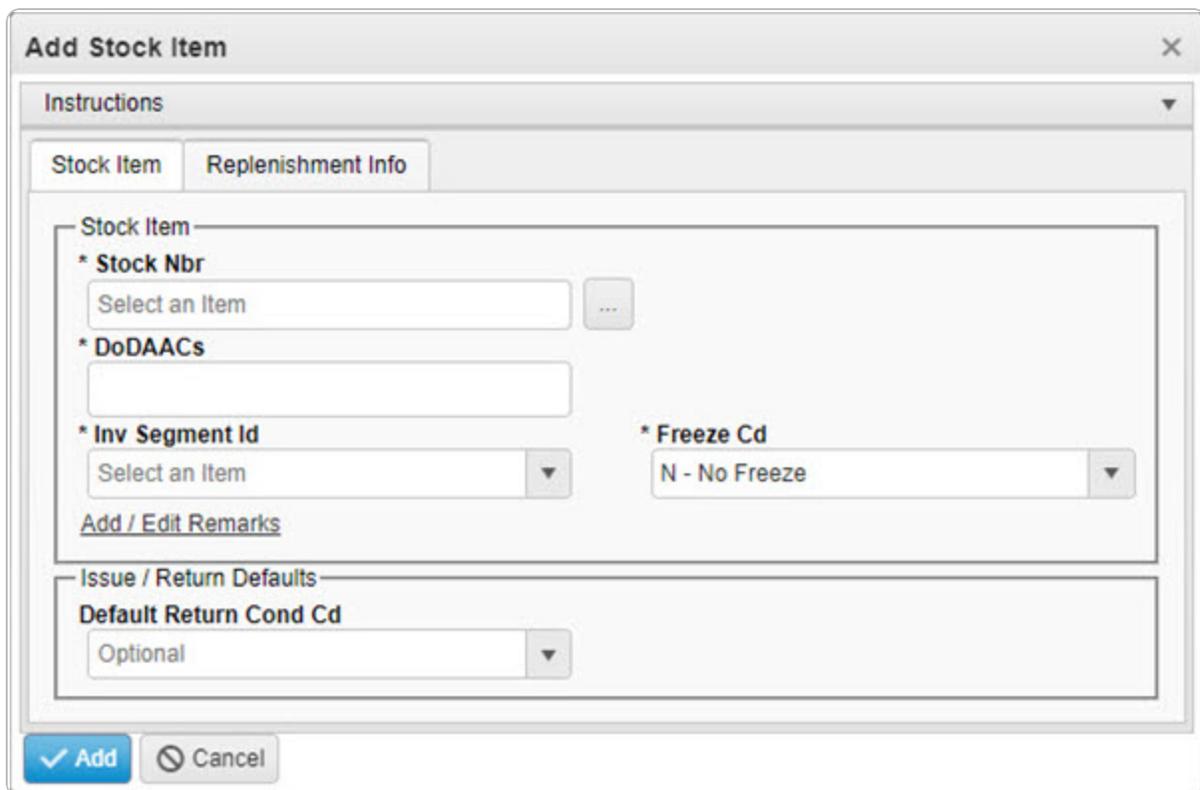
CATALOG MGMT > Stock Item >  > Add Stock Item pop-up window

Procedures

Add a Stock Item

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select . The **Add Stock Item** pop-up window appears, open to the Stock Item tab.



The screenshot shows the 'Add Stock Item' pop-up window with the following fields and controls:

- Instructions:** A dropdown menu.
- Stock Item / Replenishment Info:** Two tabs.
- Stock Item Section:**
 - * **Stock Nbr:** A text box with 'Select an Item' and a dropdown arrow.
 - * **DoDAACs:** A text box.
 - * **Inv Segment Id:** A text box with 'Select an Item' and a dropdown arrow.
 - * **Freeze Cd:** A dropdown menu with 'N - No Freeze' selected.
 - [Add / Edit Remarks](#)
- Issue / Return Defaults Section:**
 - Default Return Cond Cd:** A dropdown menu with 'Optional' selected.
- Buttons:** A blue 'Add' button with a checkmark and a grey 'Cancel' button with a circle and slash.





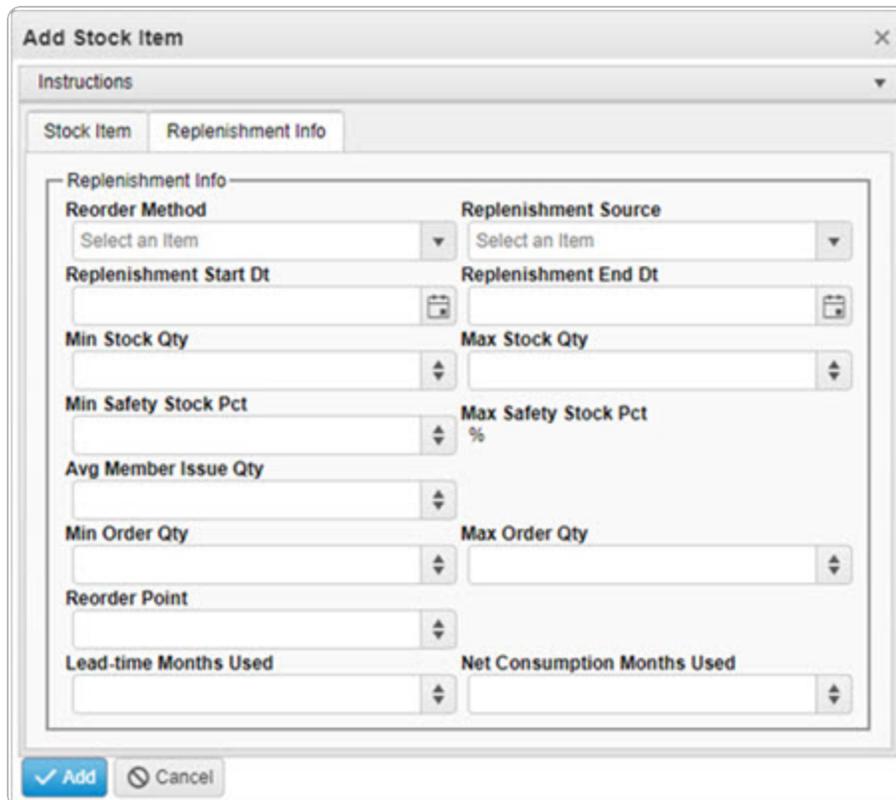
2. Enter the STOCK NBR, or use  to browse for the entry. *This is a 15 alphanumeric character field.*
3. Enter the DoDAACs in the field provided. *This is a 6 alphanumeric character field.*
4. Use  to select the Inv Segment Cd.
5. Use  to select the Freeze Cd.

Select . *The new Stock Item record is saved, and appears in the Stock Item results grid.*

6.

OR

Select the Replenishment INFO tab to continue adding information.



Add Stock Item

Instructions

Stock Item | **Replenishment Info**

Replenishment Info

| | |
|---|--|
| Reorder Method Select an Item | Replenishment Source Select an Item |
| Replenishment Start Dt [Calendar Icon] | Replenishment End Dt [Calendar Icon] |
| Min Stock Qty [Spinner] | Max Stock Qty [Spinner] |
| Min Safety Stock Pct [Spinner] | Max Safety Stock Pct % |
| Avg Member Issue Qty [Spinner] | |
| Min Order Qty [Spinner] | Max Order Qty [Spinner] |
| Reorder Point [Spinner] | |
| Lead-time Months Used [Spinner] | Net Consumption Months Used [Spinner] |

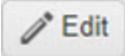
7. Select . *The new Stock Item appears in green at the top of the grid.*





Update a Stock Item

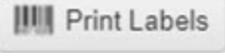
Navigation

CATALOG MGMT > Stock Item > (desired record) >  > Edit Stock Items pop-up window

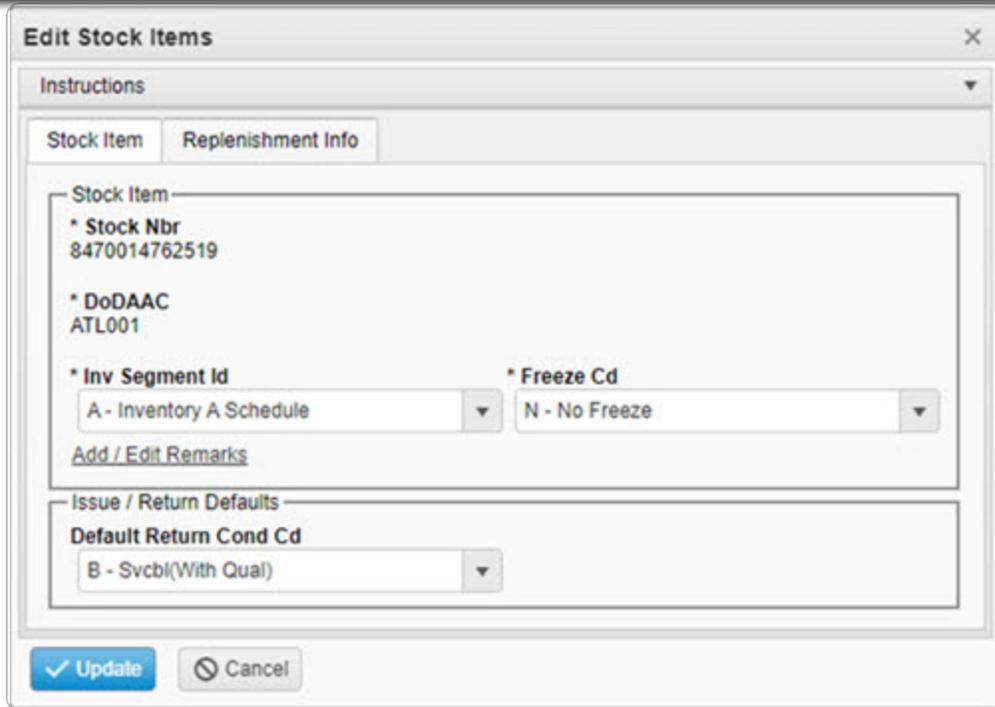
Procedures

Edit a Stock Item

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Click to select the desired entry. *The Stock Item is highlighted, and , , and  become available.*
2. Select . *The **Edit Stock Items** pop-up window appears, open to the Stock Item tab.*





3. Verify the *STOCK NBR*.
4. Verify the *DoDAAC*.
5. Update the *Inv Segment Cd*, using  to select the desired code.
6. Update the *Freeze Cd*, using  to select the desired code.

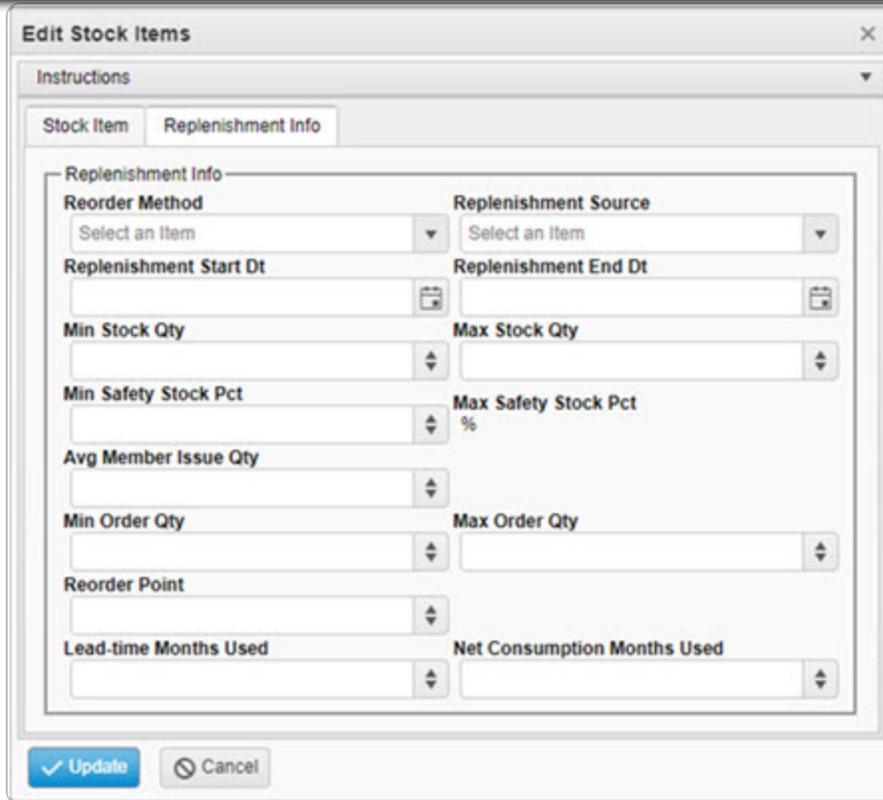
Select . The revised *Stock Item* record is saved, and reflected in the *Stock Item* grid.

7.

OR

Select the *Replenishment INFO* tab to continue revising the information.





The screenshot shows the 'Edit Stock Items' dialog box with the 'Replenishment Info' tab selected. The dialog contains the following fields:

- Replenishment Info (Section Header)
- Reorder Method: Select an Item (dropdown)
- Replenishment Source: Select an Item (dropdown)
- Replenishment Start Dt: [calendar icon]
- Replenishment End Dt: [calendar icon]
- Min Stock Qty: [spinners]
- Max Stock Qty: [spinners]
- Min Safety Stock Pct: [spinners]
- Max Safety Stock Pct: [spinners] %
- Avg Member Issue Qty: [spinners]
- Min Order Qty: [spinners]
- Max Order Qty: [spinners]
- Reorder Point: [spinners]
- Lead-time Months Used: [spinners]
- Net Consumption Months Used: [spinners]

At the bottom of the dialog are two buttons: 'Update' (with a checkmark icon) and 'Cancel' (with a close icon).

8. Select  . The revised Stock Item appears at the top of the grid.





Delete a Stock Item

Navigation

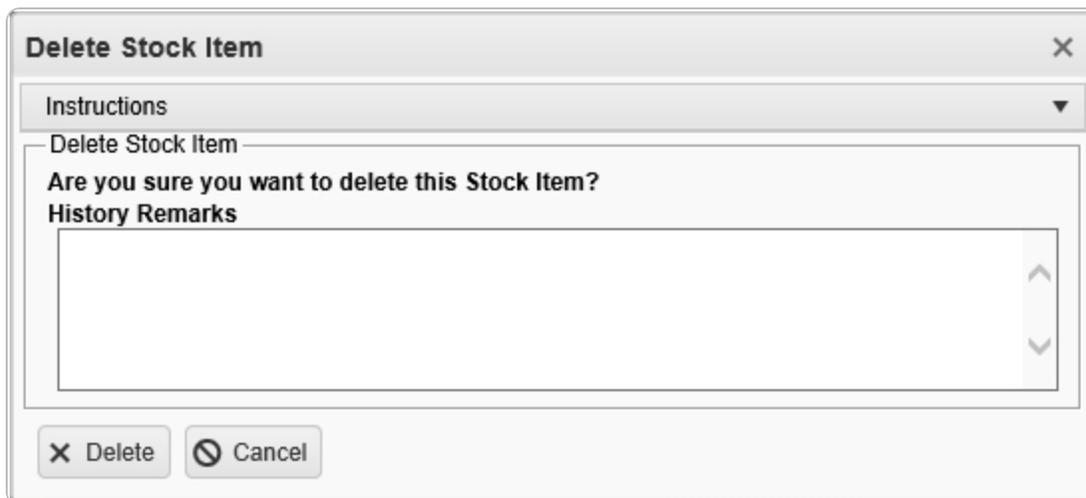
Catalog MGMT > Stock Item > (desired record) > > Delete Stock Item pop-up window

Procedures

Delete a Stock Item

Selecting at any point of this procedure removes all revisions and closes the page.

1. Click to select the desired entry. *The Stock Item is highlighted, and , , and become available.*
2. Select . *The **Delete Stock Item** pop-up window appears.*



The screenshot shows a dialog box titled "Delete Stock Item" with a close button (X) in the top right corner. Inside the dialog, there is a section labeled "Instructions" with a dropdown arrow. Below it, the text reads "Delete Stock Item" followed by the question "Are you sure you want to delete this Stock Item?". Underneath is a text area labeled "History Remarks" with a scroll bar. At the bottom of the dialog, there are two buttons: "X Delete" and "Cancel".

3. Select . *The Stock Item is removed from the grid.*

