



Inventory Control  
Tracking Inventory Quantities  
March 2019



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## Overview

This document is intended to detail the setup and operational requirements to track inventory quantities through the Ascente – Inventory module based on operations from all these Ascente modules:

- Purchasing
- Service Dispatch
- Job Cost
- Inventory
- Physical Inventory

I will attempt to explain how all the inventory transactions from these modules affect the OnHand quantities of every Inventory Location and how you can monitor and manage your tracked inventory quantities. I will not go into complete details of inventory setup. There are [online video's](#) detailing the other inventory setup and processing. I will only be detailing the setup relating to quantity tracking.

## Assumptions

- You already have your part records setup using the Ascente / Inventory / Maintenance / Part records for every part that you want to track quantities for.
- All parts tracked, must have a *Part Type* set to 'Stocked'.
- You already have your inventory locations setup using the Ascente / Inventory / Maintenance / Locations must be added for every inventory location that inventory records will be tracked at.
- Every tracked part is assigned an inventory location (*shop or truck*).
- Every movement of inventory will include the:
  - Part Number
  - Location
  - Quantity
  - Unit Cost (*PO Receipts*)
- These inventory movements include:
  - Purchasing
  - Receiving
  - Billing Entry
    - Service
    - Job Cost
  - Inventory to Job Transfers
  - Restocking
  - Inventory Adjustments & Transfers
  - Physical Inventories
- Inventory quantities are not tracked in Ascente for transactions originating in Traverse.
- You will see *Allocation* counts referenced multiple times. Just know that allocated counts are just counts of parts that have been entered, but not been invoiced yet. Allocated counts are increased by adding parts prior to the parts being invoiced and then reduced by invoicing.

## Inventory Setup for Tracking Quantities

### Inventory Control – Options & Interfaces

Ascente / Inventory / Maintenance / Options & Interfaces (Inventory)

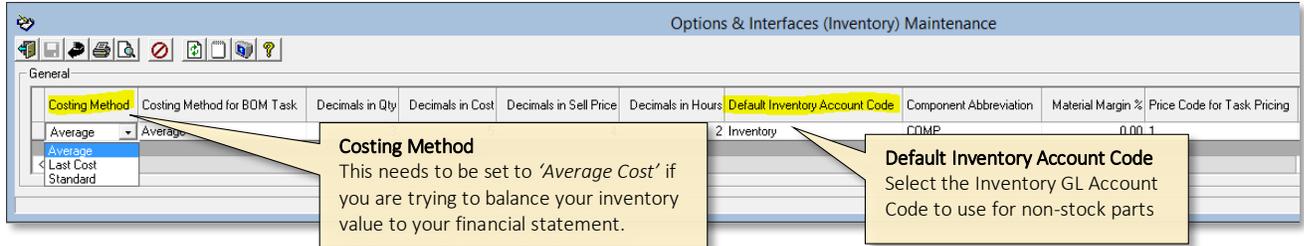


Figure 1: Inventory - Options & Interfaces

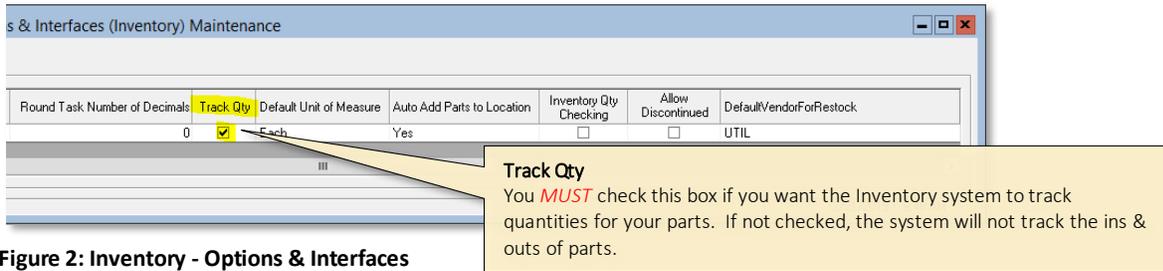


Figure 2: Inventory - Options & Interfaces

### GL Account Code

Ascente / Inventory / Maintenance / GL Account Code

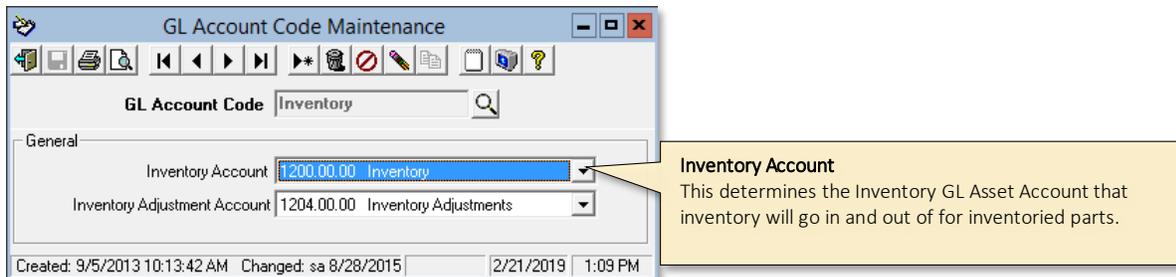


Figure 3: GL Account Code Maintenance

### Product Line

Ascente / Inventory / Maintenance / Product Line

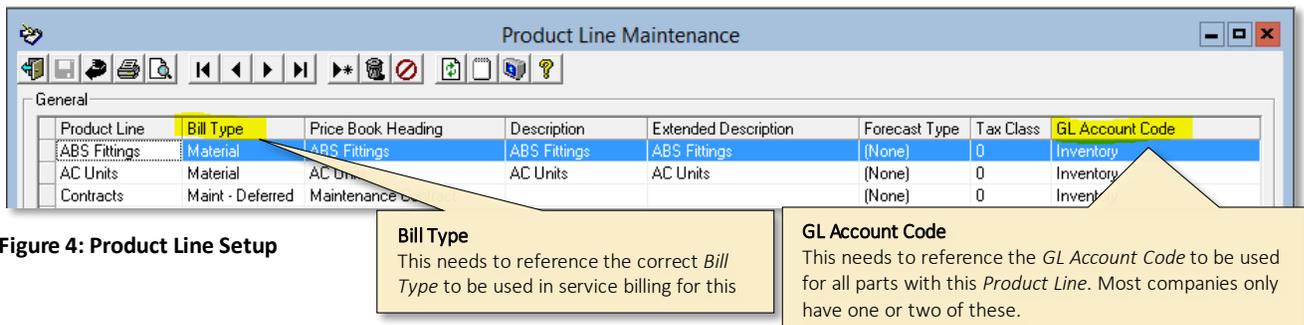
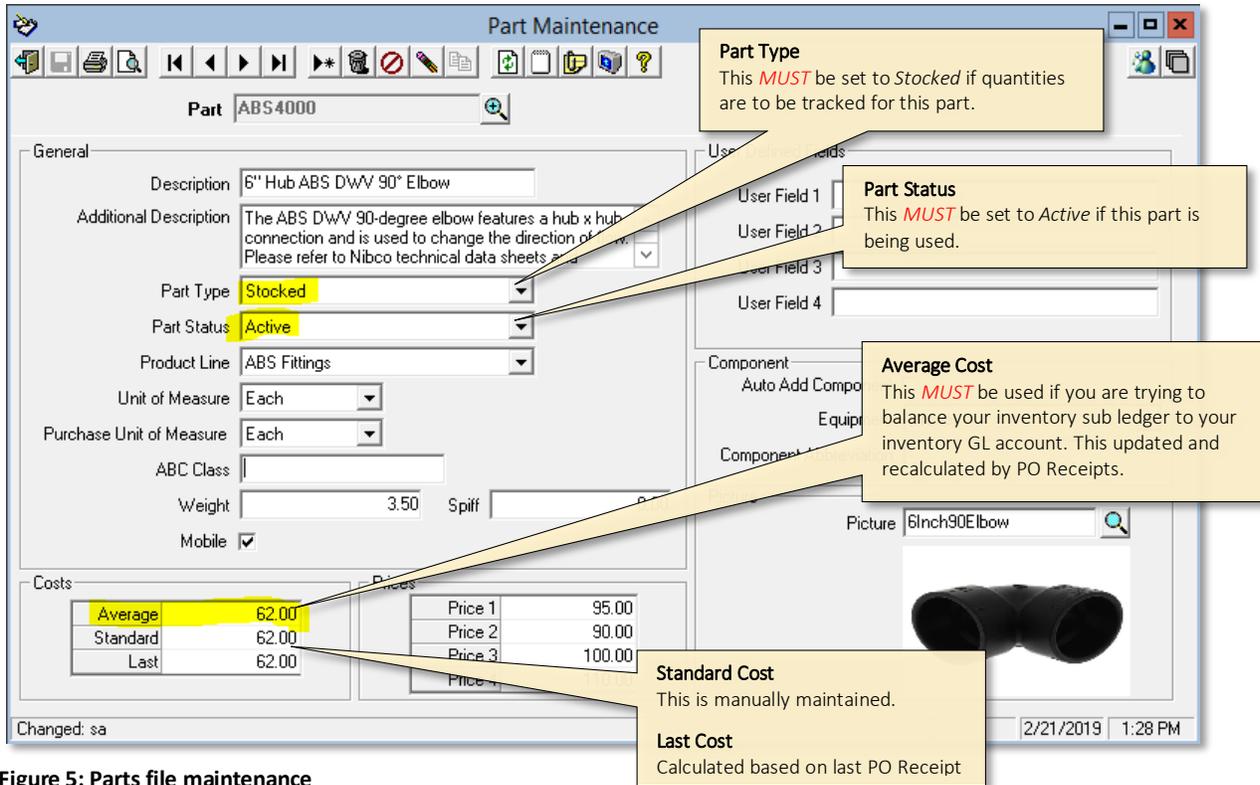


Figure 4: Product Line Setup

## Part

Ascente / Inventory / Maintenance / Part

Only part records setup in Ascente can have quantities tracked.



**Part Type**  
This **MUST** be set to *Stocked* if quantities are to be tracked for this part.

**Part Status**  
This **MUST** be set to *Active* if this part is being used.

**Average Cost**  
This **MUST** be used if you are trying to balance your inventory sub ledger to your inventory GL account. This updated and recalculated by PO Receipts.

**Standard Cost**  
This is manually maintained.

**Last Cost**  
Calculated based on last PO Receipt

Costs	Price
Average	62.00
Standard	62.00
Last	62.00

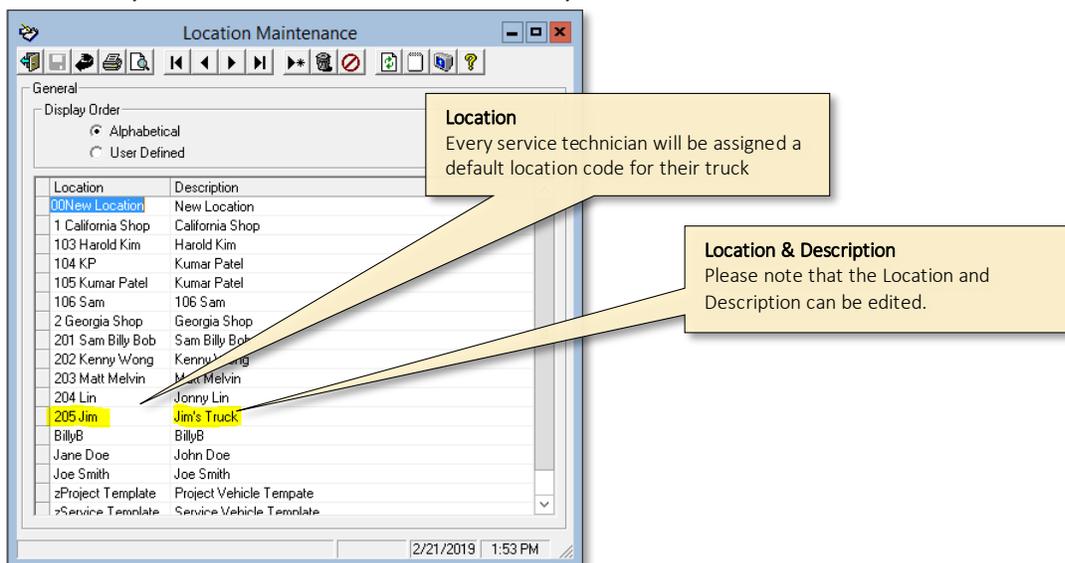
Price	Price
Price 1	95.00
Price 2	90.00
Price 3	100.00

Figure 5: Parts file maintenance

## Locations

Ascente / Inventory / Maintenance / Locations

Parts are assigned to locations in order to track quantities for the parts for each location. Every movement of inventory in or out will reference an inventory location.



**Location**  
Every service technician will be assigned a default location code for their truck

**Location & Description**  
Please note that the Location and Description can be edited.

Location	Description
00New Location	New Location
1 California Shop	California Shop
103 Harold Kim	Harold Kim
104 KP	Kumar Patel
105 Kumar Patel	Kumar Patel
106 Sam	106 Sam
2 Georgia Shop	Georgia Shop
201 Sam Billy Bob	Sam Billy Bob
202 Kenny Wong	Kenny Wong
203 Matt Melvin	Matt Melvin
204 Lin	Jonny Lin
205 Jim	Jim's Truck
BillyB	BillyB
Jane Doe	John Doe
Joe Smith	Joe Smith
zProject Template	Project Vehicle Template
zService Template	Service Vehicle Template

Figure 6: Location File Maintenance

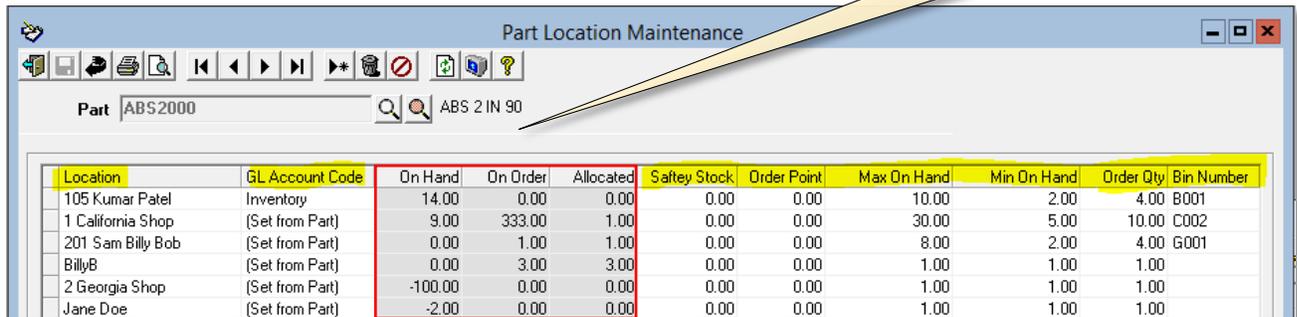
**Part Location**

Ascente / Inventory / Maintenance / Part Location

This program has two purposes:

- Use this program to track the current OnHand, On Order and Allocated levels for a specific part at all locations that part is stocked at. Allocated indicates quantities for a part on a work order that has not been updated through the Prebill process.
- Maintain the following values for the part at each location:
  - GL Account Code
  - Set Targeted Quantity Levels used by the Inventory - Stock Status Report:
    - Safety Stock
    - Order Point
    - Max On Hand
    - Min on Hand
    - Order Qty
  - Bin Number

**On Hand, On Order & Allocated**  
These counts will be updated based on operations in Ascente.



Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
105 Kumar Patel	Inventory	14.00	0.00	0.00	0.00	0.00	10.00	2.00	4.00	B001
1 California Shop	(Set from Part)	9.00	333.00	1.00	0.00	0.00	30.00	5.00	10.00	C002
201 Sam Billy Bob	(Set from Part)	0.00	1.00	1.00	0.00	0.00	8.00	2.00	4.00	G001
BillyB	(Set from Part)	0.00	3.00	3.00	0.00	0.00	1.00	1.00	1.00	
2 Georgia Shop	(Set from Part)	-100.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
Jane Doe	(Set from Part)	-2.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	

**Figure 7: Part Location File Maintenance.** Note the *On Hand, On Order* and *Allocated* count fields. These counts will be updated based on operations. The other fields to the right are manually updated and used for the Stock Status Report.

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**Test Company On New Server**  
Stock Status Report

Part: ABS2000 through ABS2000

Part	Current Status Levels			Target Stock Levels				Status Message	Suggested Order Qty	Calculated Quantities		
	On Hand	On Order	Allocated	Safety Stock	Order Point	On Hand Max	On Order Min			Qty to Order	Qty Over Maximum	Qty Under Safety Stock
Location: 105 Kumar Patel	Kumar Patel											
Productline: ABS Fittings												
ABS 2000	14.00	.00	.00	.00	.00	10.00	2.00	On Hand > Max On Hand	4.00		4.00	
ABS 2 IN 90	Bin #: B001											

**Figure 8: Inventory / Reports / Stock Status Report using targeted quantity levels.**

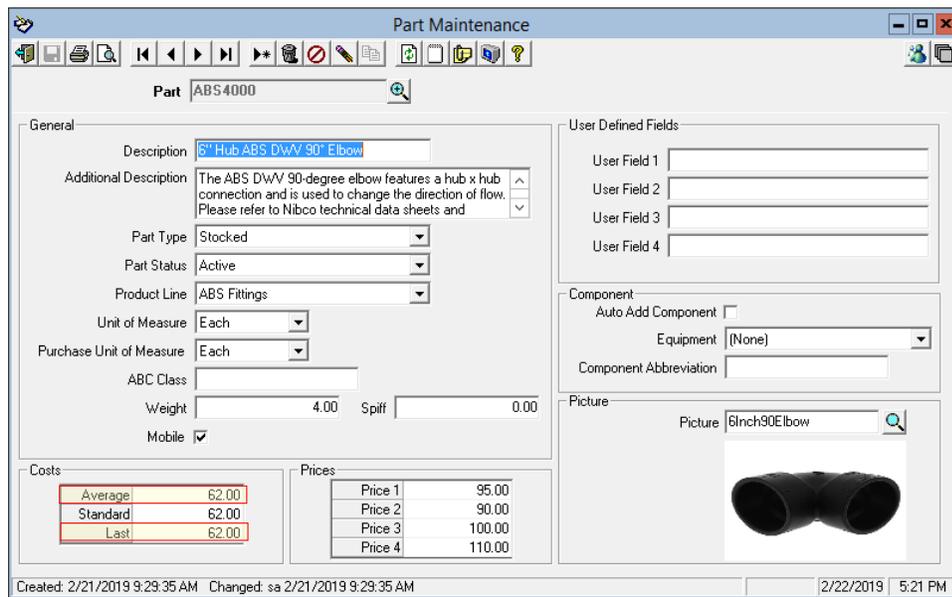
## Example Data

I am going create a new part and location for the purpose of showing you how Ascente tracks quantities. After every transaction, I will show you the following to see how operations are affecting the quantity tracking totals and the running count totals:

- Part Location
- Inventory Transaction Report

The following Part, Location and Part Location records will be used for the examples provided. You will see how operations change these records.

### Part



**Part Maintenance**

Part: ABS4000

**General**

Description: 6" Hub ABS DWV 90° Elbow

Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change the direction of flow. Please refer to Nibco technical data sheets and

Part Type: Stocked

Part Status: Active

Product Line: ABS Fittings

Unit of Measure: Each

Purchase Unit of Measure: Each

ABC Class:

Weight: 4.00 Spiff: 0.00

Mobile:

**User Defined Fields**

User Field 1:

User Field 2:

User Field 3:

User Field 4:

**Component**

Auto Add Component:

Equipment: (None)

Component Abbreviation:

**Picture**

Picture: 6Inch90Elbow

**Costs**

Average	62.00
Standard	62.00
Last	62.00

**Prices**

Price 1	95.00
Price 2	90.00
Price 3	100.00
Price 4	110.00

Created: 2/21/2019 9:29:35 AM Changed: sa 2/21/2019 9:29:35 AM 2/22/2019 5:21 PM

**Figure 9:** Part ABS4000 will be used for this presentation. You will see how the *Average Cost* and *Last Cost* are affected by PO receipts.

Location

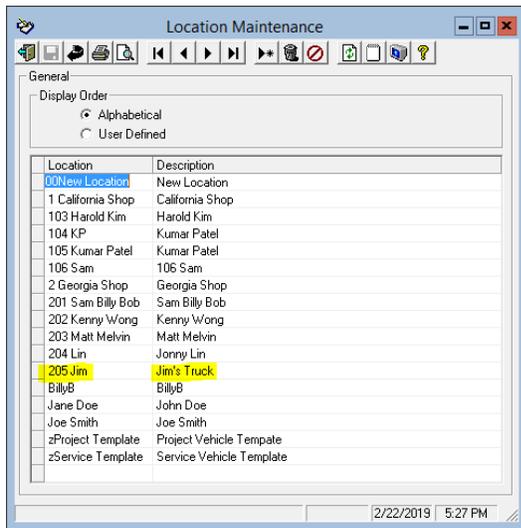


Figure 10: Location 205 Jim will be the location used for this presentation

Part Location

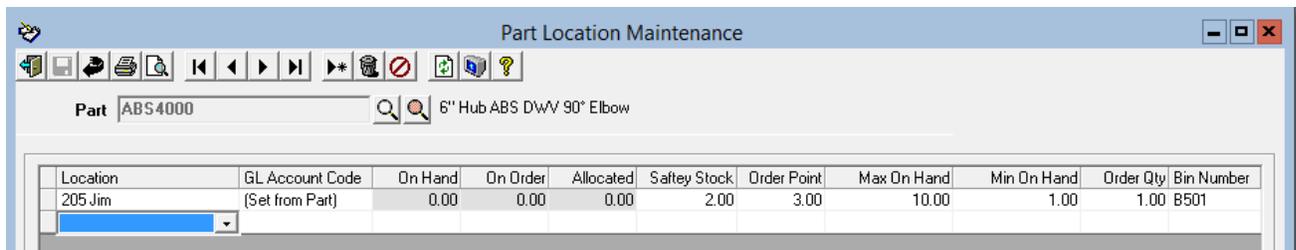


Figure 11: This is the Part Location record added. Please note the required quantity levels entered. Please note that there are no On Hand, On Order or Allocated totals for this new part. You will see how operations affect the count totals. Please note that I have attempted to print the *Inventory Transaction Report* for the part 'ABS4000' and there are no records yet.

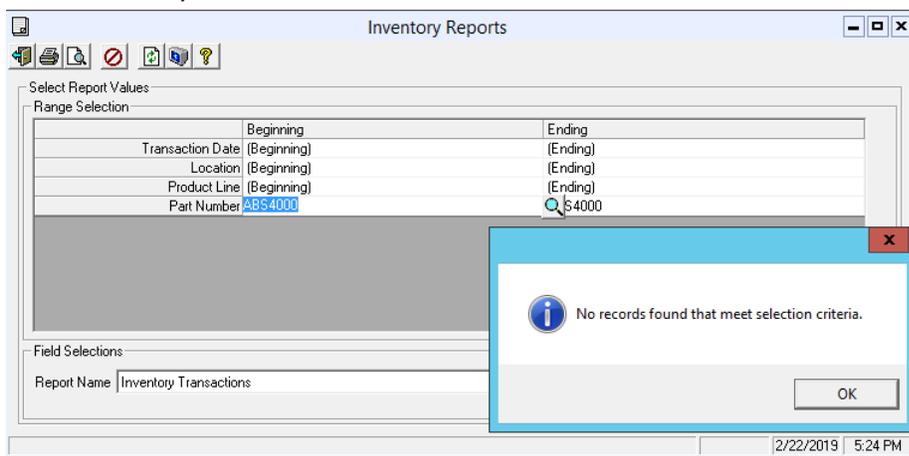


Figure 12: Please note that there are no existing Inventory Transactions for this part 'ABS4000'. You will see how operations affect this report in the following examples.

## Operations

### Purchasing

#### Purchase Order Form

Along with all the controls and advantages that the Purchasing module provides, this processing is required to:

- Order Parts
  - Add *On Order* Quantities
- PO Receipts
  - Reduce *On Order* count and move to *On Hand* or *Allocated* count
  - Recalculate the parts *Average Cost* and update the parts *Last Cost*

There are two Ascente programs that can be used to create and maintain purchase orders:

- Purchase Order
  - PO for Inventory
  - PO for a Service – Work Order
  - PO for a Job Cost - Job
- Work Order
  - PO for a Service – Work Order

### PO - Order for Inventory

In this transaction I will order 6 parts for inventory/stock on location *205 Jim*.

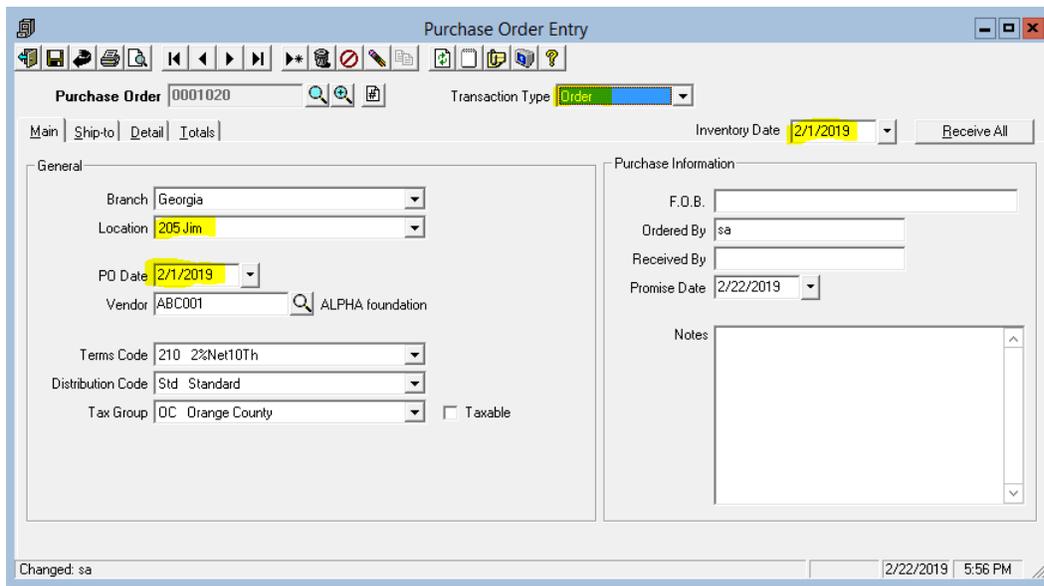
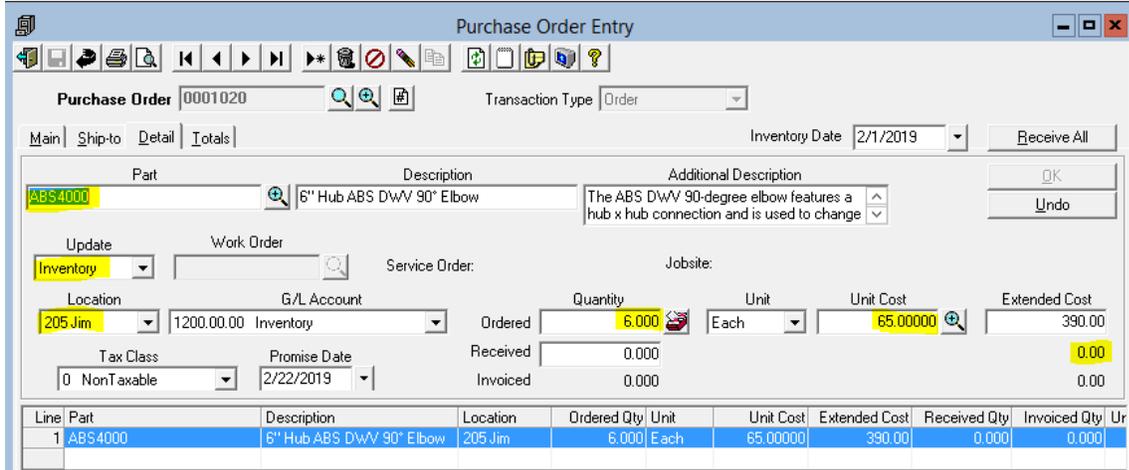


Figure 13: Note this order was entered 2/1/19 for location '205 Jim'



**Purchase Order Entry**

Purchase Order: 0001020    Transaction Type: Order

Inventory Date: 2/1/2019    Receive All

Part: ABS4000    Description: 6" Hub ABS DWV 90° Elbow    Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change

Update: Inventory    Work Order:    Service Order:    Jobsite:

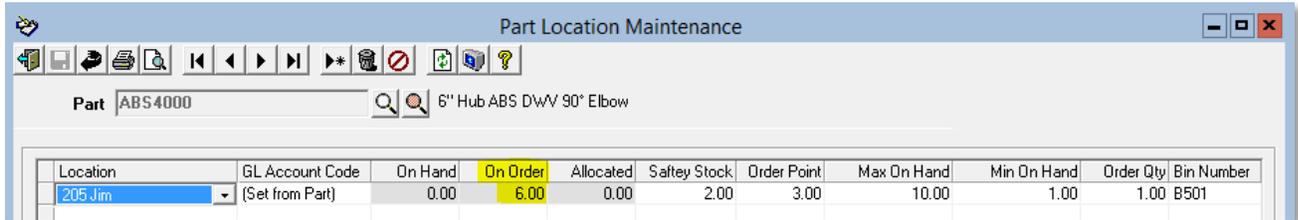
Location: 205 Jim    G/L Account: 1200.00 Inventory    Quantity: 6.000    Unit: Each    Unit Cost: 65.00000    Extended Cost: 390.00

Tax Class: 0 NonTaxable    Promise Date: 2/22/2019    Received: 0.000    Invoiced: 0.000

Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty	Ur
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	6.000	Each	65.00000	390.00	0.000	0.000	

Figure 14: Note that 6 are ordered to 'Inventory' at a unit cost of \$65

## Results

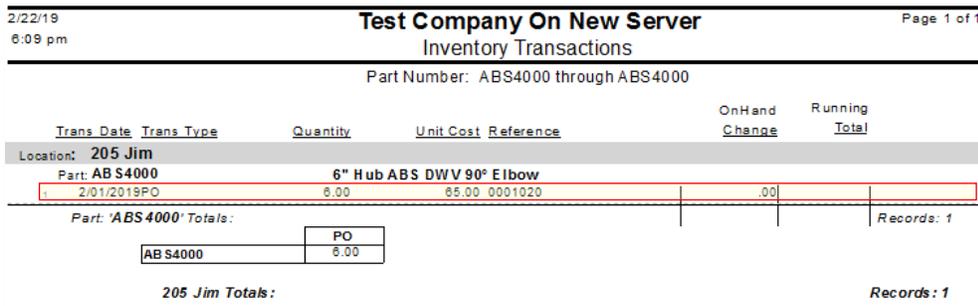


**Part Location Maintenance**

Part: ABS4000    6" Hub ABS DWV 90° Elbow

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	0.00	6.00	0.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 15: Note that there is now an 'On Order' total of 6 now on the Part Location screen



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Inventory Transactions

Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total
Location: 205 Jim						
Part: AB S4000    6" Hub ABS DWV 90° Elbow						
2/01/2019	PO	6.00	65.00	0001020	.00	
Part: 'ABS 4000' Totals:						Records: 1
AB S4000    PO    6.00						
205 Jim Totals:						Records: 1

Figure 16: Note that the Inventory Transaction Report now has one record for the PO of 6 and none On Hand.

### PO - Receipt to Inventory

In this transaction I will receive the 6 ordered parts for inventory/stock on location 205 Jim. This will reduce the *On Order* count and increase the *On Hand* count.

# Inventory Control Quantity Tracking



**Purchase Order Entry**

Purchase Order: 0001020    Transaction Type: Order

Main | Ship-to | Detail | Totals    Inventory Date: 2/23/2019    Receive All

Part: ABS4000    Description: 6" Hub ABS DWV 90° Elbow    Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change

Update: Inventory    Work Order:    Service Order:    Jobsite:

Location: 205 Jim    G/L Account: 1200.00 Inventory    Quantity Ordered: 6.000    Unit: Each    Unit Cost: 65.00000    Extended Cost: 390.00

Tax Class: 0 NonTaxable    Promise Date: 2/22/2019    Received: 6.000    Invoiced: 0.000    Extended Cost: 390.00

Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	6.000	Each	65.00000	390.00	6.000	0.000

Created: 2/22/2019 5:54:33 PM    Changed: sa 2/22/2019 6:04:47 PM    2/23/2019 12:11 PM

Figure 17: Note that the PO line was received for all 6 that were ordered.

## Receipt Results

**Part Location Maintenance**

Part: ABS4000    6" Hub ABS DWV 90° Elbow

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	6.00	0.00	0.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 18: Note that the Part Location screen now indicated 6 On Hand and none On Order.

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**Inventory Transactions**

Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total
Location: 205 Jim						
Part: ABS4000    6" Hub ABS DWV 90° Elbow						
1	2/01/2019PO	6.00	65.00	0001020	0.00	
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00
Part: 'ABS4000' Totals:						6.00
					PO	Receipt
ABS4000					6.00	6.00
205 Jim Totals:						Records: 2

Figure 19: Note that the On Hand count is increased by the receipt.

# Inventory Control Quantity Tracking



Part Maintenance

Part **ABS4000**

**General**

Description: 6" Hub ABS DWV 90° Elbow

Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change the direction of flow. Please refer to Nibco technical data sheets and

Part Type: Stocked

Part Status: Active

Product Line: ABS Fittings

Unit of Measure: Each

Purchase Unit of Measure: Each

ABC Class:

Weight: 4.00 0.00

Mobile:

**Costs**

Average	65.00	Price 1	95.00
Standard	62.00	Price 2	90.00
Last	65.00	Price 3	100.00
		Price 4	110.00

**User Defined Fields**

User Field 1:

User Field 2:

User Field 3:

User Field 4:

**Component**

Auto Add Component:

Equipment: (None)

Component Abbreviation:

**Picture**

Picture: 6Inch90Elbow

**Average Cost & Last Cost**  
These were both updated based on the last PO Receipt.

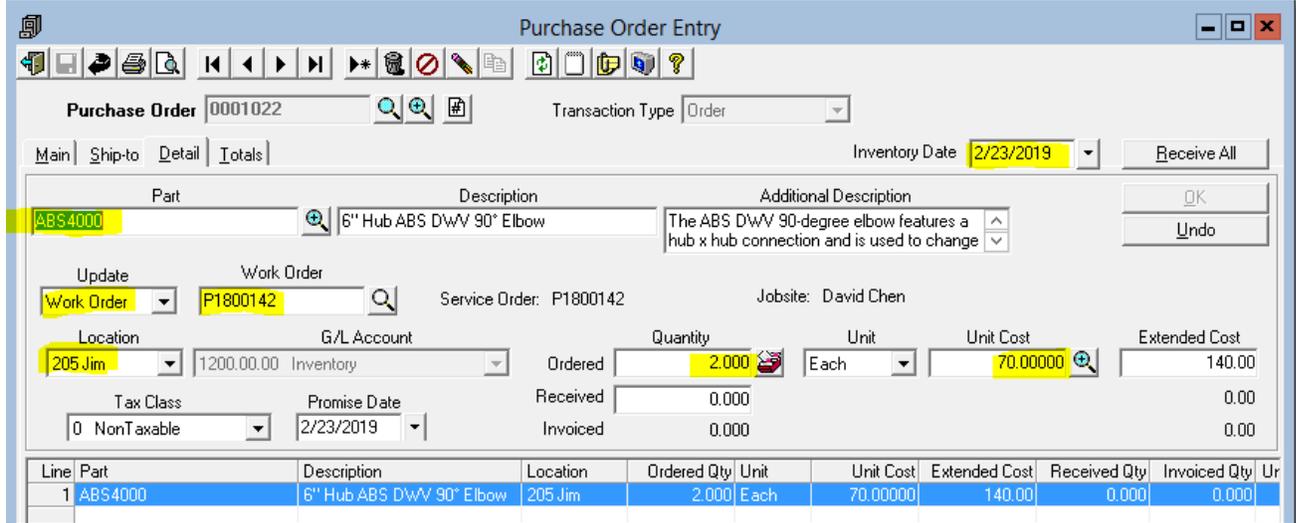
Created: 2/21/2019 9:29:35 AM Changed: sa 2/22/2019 6:04:47 PM

2/23/2019 4:44 PM

Figure 20: Note that the Average Cost and Last Cost have changed based on these purchase order receipts.

**PO - Order Part for Work Order**

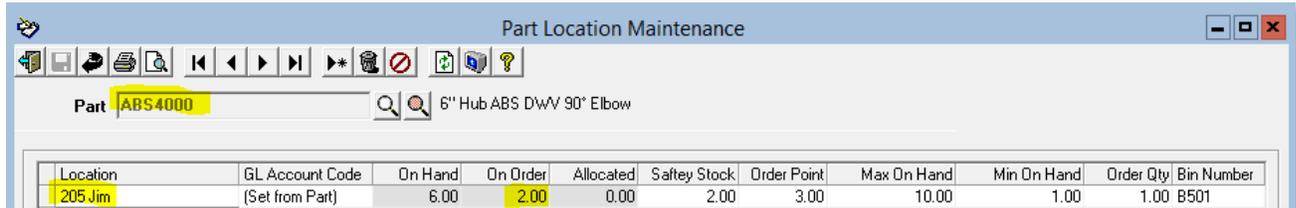
In this transaction from the Purchase Order Entry form, I will order the 2 parts for a work order on location 205 Jim. This will increase the *On Order* count and have no effect on the *On Hand* count.



Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty	Ur
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	2.000	Each	70.00000	140.00	0.000	0.000	

Figure 21: This PO is for a Work Order and at a unit cost of \$70.

**Results**



Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	6.00	2.00	0.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 22: Note the On Order value of 2 now.

2/23/19 4:58 pm **Test Company On New Server** Page 1 of 1  
Inventory Transactions  
Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
<b>Location: 205 Jim</b>							
<b>Part: ABS4000 6" Hub ABS DWV 90° Elbow</b>							
1	2/01/2019PO	8.00	85.00	0001020	.00		
2	2/02/2019Receipt	6.00	85.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022	.00		
<b>Part: ABS4000 Totals:</b>						<b>6.00</b>	<b>Records: 3</b>
		<b>PO</b>	<b>Receipt</b>				
ABS4000		8.00	6.00				
<b>205 Jim Totals:</b>						<b>6.00</b>	<b>Records: 3</b>

Figure 23: Note the third record for the PO toward the WO of 2. Note that the On Hand total was not changed.

This is the work order line record that was created by the purchase order above (0001022). You can see that because it has not been received, the *Backorder Qty* is 2 and the *Bill Qty* is 0.

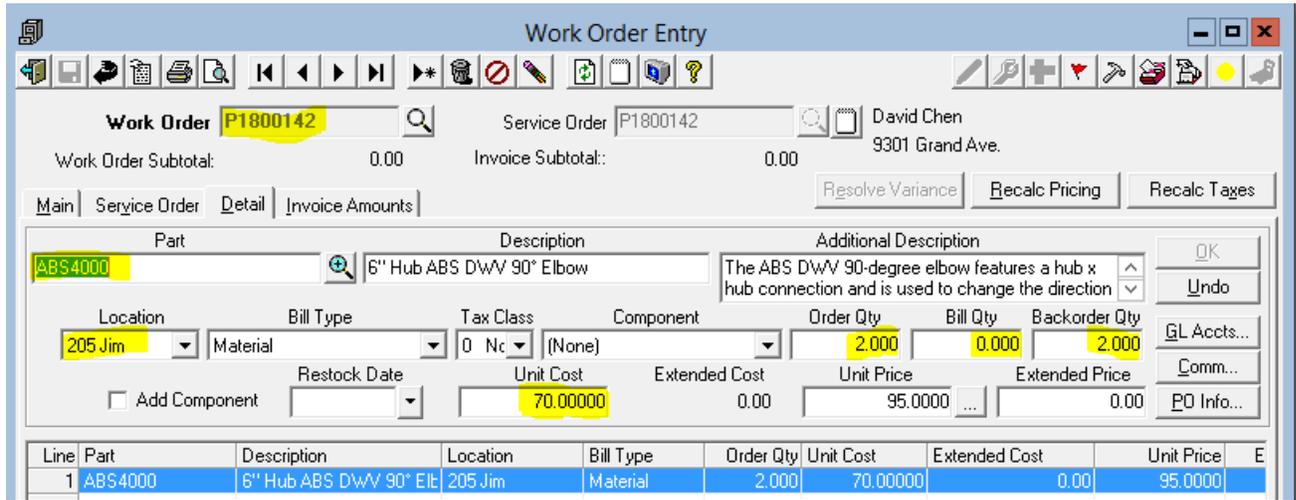


Figure 24: Note that the work order that the part was ordered for by PO: 0001022, has an Order and Backorder Qty of 2, the Bill Qty is 0.

### PO - Receipt of Order for Work Order

When a PO is created using the Purchase Order program, as opposed to doing it using the Work Order program, receiving the PO line is a separate step as noted below.

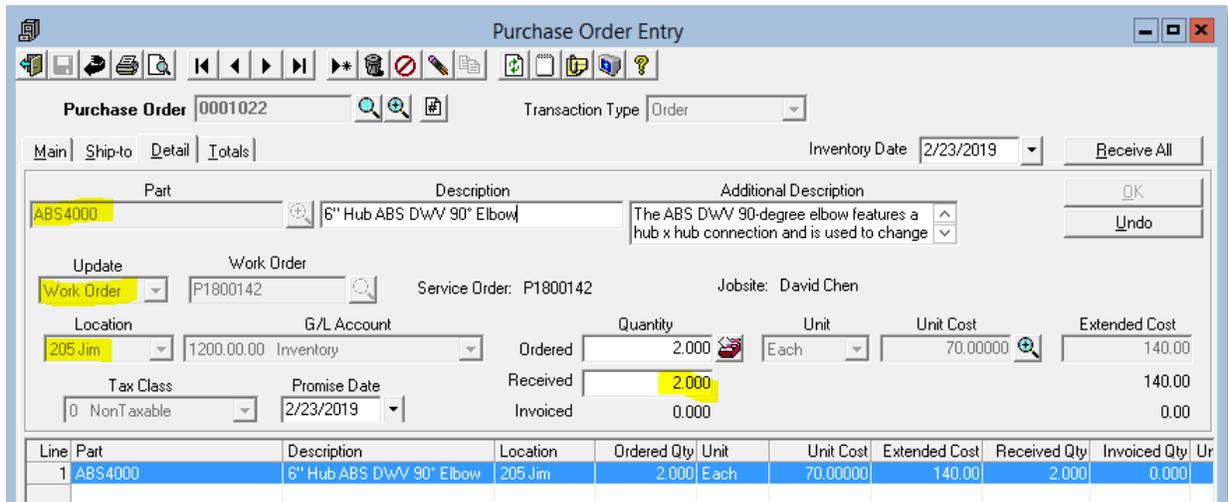


Figure 25: Note the received quantity of 2 for the PO line linked to a work order P1800142

### Results

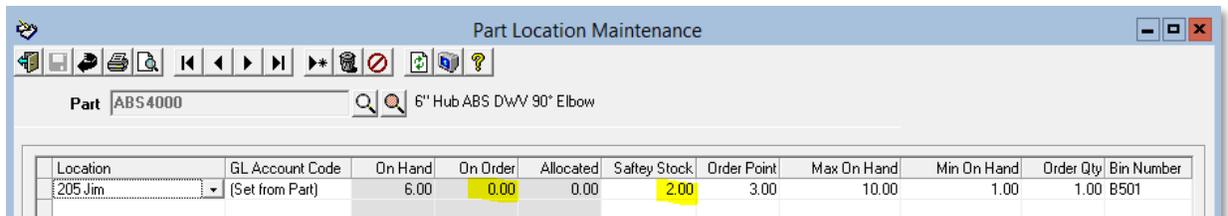


Figure 26: Note that the *On Order Qty* is reduced by the 2 received and the *Allocated* is not changed because the item was purchased and did not come out of inventory.

# Inventory Control Quantity Tracking



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### Test Company On New Server Inventory Transactions

Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total
<b>Location: 205 Jim</b>						
<b>Part: AB S4000 6" Hub ABS DWV 90° Elbow</b>						
1	2/01/2019PO	6.00	65.00	0001020	.00	
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00
3	2/23/2019PO	2.00	70.00	0001022	.00	
4	2/23/2019PO	-2.00	70.00	0001022	.00	
<b>Part: 'ABS4000' Totals:</b>						<b>6.00</b>
						<b>Records: 4</b>

	PO	Receipt
AB S4000	6.00	6.00

**205 Jim Totals: Records: 4**

Figure 27: Note that the PO – On Order quantity is reduced by 2 and the On Hand quantity is not affected.

## Work Order

### Service - Order for Work Order – Add Part to a PO

From a Work Order you can add a part on and then indicate that it was the result of a purchase order. The part will automatically be received and will not affect the On Hand quantity count. Note that you will not be able to edit the unit cost.

## Results

**Work Order Entry**

Work Order: P1800143 | Service Order: P1800143 | Mir, Ally | 50 Maple Ln.

Work Order Subtotal: 95.00 | Invoice Subtotal: 95.00

Buttons: Resolve Variance, Recalc Pricing, Recalc Taxes

Part	Description	Additional Description
ABS4000	6" Hub ABS DWV 90° Elbow	The ABS DWV 90-degree elbow features a hub x hub connection and is used to change the direction

Location: 205 Jim | Bill Type: Material | Tax Class: 0 Nc | Component: (None)

Order Qty: 0.000 | Bill Qty: 1.000 | Backorder Qty: 0.000

Unit Cost: 65.00000 | Extended Cost: 65.00 | Unit Price: 95.0000 | Extended Price: 95.00

Line	Part	Description	Location	Bill Type	Order Qty	Unit Cost	Extended Cost	Unit Price
1	ABS4000	6" Hub ABS DWV 90° E	205 Jim	Material	0.000	65.00000	65.00	95.00000

Figure 28: Step #1 - Add the part to the work order.

**Part Location Maintenance**

Part: ABS4000 | 6" Hub ABS DWV 90° Elbow

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	6.00	0.00	1.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 29: Note that the Allocation quantity is increased to 1

# Inventory Control Quantity Tracking



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### Test Company On New Server Inventory Transactions

Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
<b>Location: 205 Jim</b>							
<b>Part: AB S4000 6" Hub ABS DWV 90° Elbow</b>							
1	2/01/2019PO	6.00	65.00	0001020	.00		
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022	.00		
4	2/23/2019PO	-2.00	70.00	0001022	.00		
5	2/24/2019Alloc	1.00	65.00	P1800143	.00		
<b>Part: 'ABS 4000' Totals:</b>						<b>6.00</b>	<b>Records: 5</b>

AB S4000	Alloc	PO	Receipt
	1.00	6.00	6.00

**205 Jim Totals: Records: 5**

Figure 30: Note that the allocated is now set to 1.

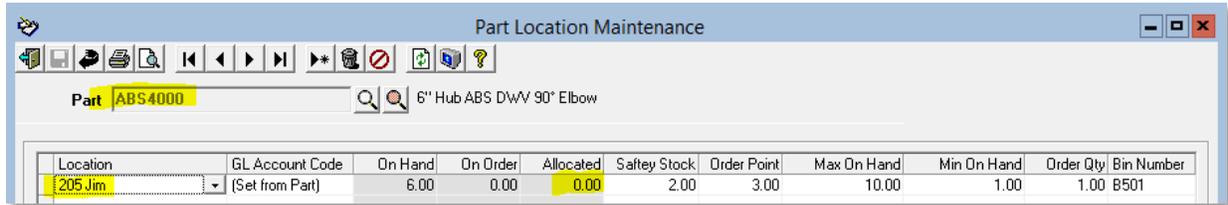
### Service - Order for Work Order – Assign Part to a Purchase Order

- Select the line of the part to be assigned to a PO
- Click-on the [PO Info] button
- Select the Vendor
- Click-on the [OK] button
- You can now edit the *unit cost* to be what the vendor charged.

The screenshot shows the 'Work Order Entry' window. At the top, it displays 'Work Order P1800143' and 'Service Order P1800143'. Below this, there are tabs for 'Main', 'Service Order', 'Detail', and 'Invoice Amounts'. The main area shows details for part 'ABS4000' (6" Hub ABS DWV 90° Elbow) at location '205 Jim'. A 'PO Info...' button is highlighted in yellow. A 'Purchase Order Information' dialog box is open in the foreground, showing a new purchase order for vendor 'ALPHA foundation' with a transaction date of 2/24/2019. The dialog has 'OK', 'Cancel', and 'Clear' buttons.

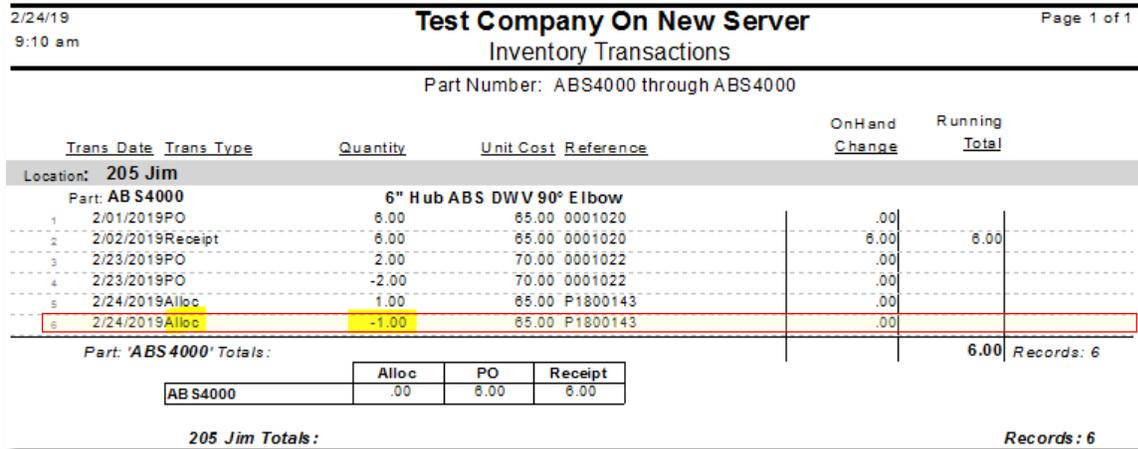
Figure 31: This process is also referred to as a *Quick PO*.

## Results



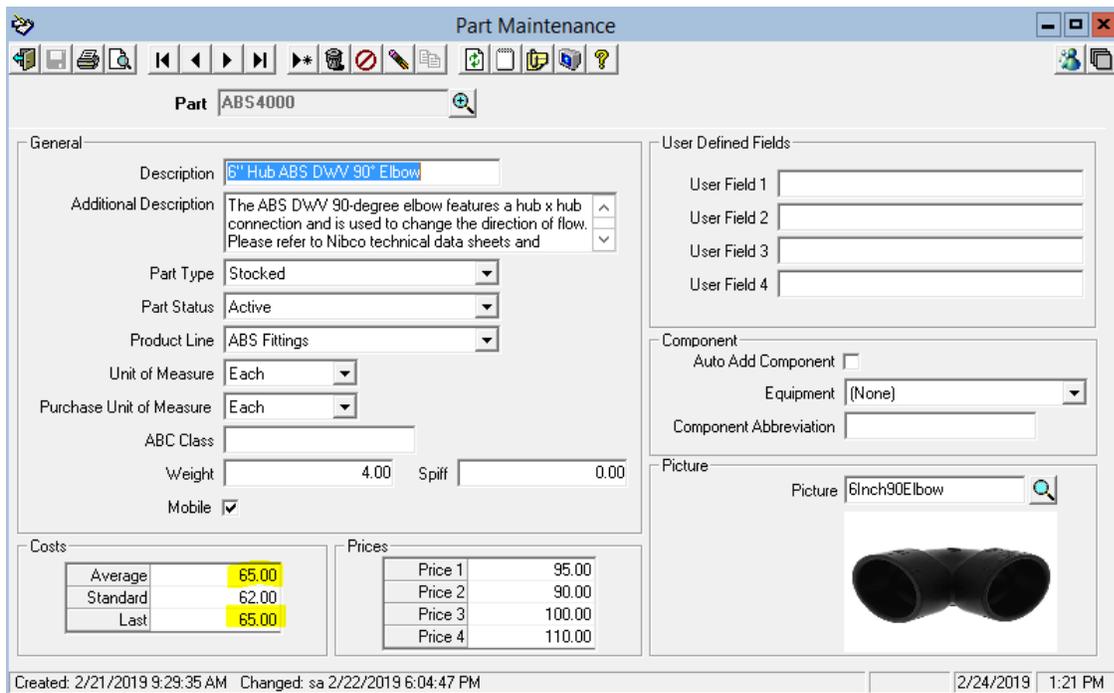
Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	6.00	0.00	0.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 32: Note that the Allocated quantity is now set to zero because the part was purchased and did not come out of inventory.



Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
2/01/2019	PO	6.00	65.00	0001020	.00		
2/02/2019	Receipt	6.00	65.00	0001020	6.00	6.00	
2/23/2019	PO	2.00	70.00	0001022	.00		
2/23/2019	PO	-2.00	70.00	0001022	.00		
2/24/2019	Alloc	1.00	65.00	P1800143	.00		
2/24/2019	Alloc	-1.00	65.00	P1800143	.00		
<b>Part: 'ABS 4000' Totals:</b>						6.00	Records: 6

Figure 33: Note the reduction to the Allocated count.



**Part Maintenance**

Part: ABS4000

Description: 6" Hub ABS DWV 90° Elbow

Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change the direction of flow. Please refer to Nibco technical data sheets and

Part Type: Stocked

Part Status: Active

Product Line: ABS Fittings

Unit of Measure: Each

Purchase Unit of Measure: Each

ABC Class:

Weight: 4.00 Spiff: 0.00

Mobile:

Costs:

Average	65.00
Standard	62.00
Last	65.00

Prices:

Price 1	95.00
Price 2	90.00
Price 3	100.00
Price 4	110.00

Picture: 6Inch90Elbow

Created: 2/21/2019 9:29:35 AM Changed: sa 2/22/2019 6:04:47 PM

2/24/2019 1:21 PM

Figure 34: Note that the Average Cost and Last Cost were not changed as a result of the Work Order/PO because the purchase never went into inventory (On Hand)

# Inventory Control Quantity Tracking



## PO - Order Part for Job Cost - Job

In this transaction from the Purchase Order Entry form, I will order the 10 parts for a Job Cost module – Job using location 205 Jim. This will increase the *On Order* count and have no effect on the *On Hand* count.

**Purchase Order Entry**  
Purchase Order: 0001023 | Transaction Type: Order  
Inventory Date: 2/24/2019 | Receive All

Part: ABS4000 | Description: 6" Hub ABS DWV 90° Elbow | Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change

Job: GAJ00103 | Cost Code: Material-Refrigerati | Retention %: 0.00

Location: 205 Jim | G/L Account: 1204.02.20 Work In Progress - GA - Cor | Ordered: 10.000 | Unit: Each | Unit Cost: 55.00000 | Extended Cost: 550.00

Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	10.000	Each	55.00000	550.00	0.000	0.000

Figure 35: Note that this was for a Job and a quantity of 10 at a unit price of \$55.

## Results

**Part Location Maintenance**  
Part: ABS4000 | Description: 6" Hub ABS DWV 90° Elbow

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty/ Bin Number
205 Jim	(Set from Part)	6.00	10.00	10.00	2.00	3.00	10.00	1.00	1.00 B501

Figure 36: Note that the PO was not received. The PO for a Job Cost - Job will increase the *On Order* and *Allocated* quantity counts to 10. The vendor price entered was \$55.

2/24/19 1:55 pm | Test Company On New Server | Page 1 of 1  
Inventory Transactions  
Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
Location: 205 Jim							
Part: AB S4000 6" Hub ABS DWV 90° Elbow							
1	2/01/2019PO	6.00	65.00	0001020	.00		
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022	.00		
4	2/23/2019PO	-2.00	70.00	0001022	.00		
5	2/24/2019PO/Job	10.00	55.00	0001023	.00		
6	2/24/2019Alloc	1.00	65.00	P1800143	.00		
7	2/24/2019Alloc	-1.00	65.00	P1800143	.00		
Part: 'ABS 4000' Totals:						6.00	Records: 7
		Alloc	PO	PO/Job	Receipt		
ABS4000		.00	6.00	10.00	6.00		
205 Jim Totals:							Records: 7

Figure 37: Note the PO/Job transaction for a quantity of 10. On Order and Allocated were increased by a quantity of 10.

# Inventory Control Quantity Tracking



## PO - Receive Part for Job Cost - Job

In this transaction from the Purchase Order Entry form, I will receive the 10 parts for a Job Cost module – Job using location *205 Jim*. This will increase the *On Order* count and have no effect on the *On Hand* count.

Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty	Ir
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	10.000	Each	55.00000	550.00	10.000	0.000	

Figure 38: Note that this PO line is being received for all 10 ordered and at the unit cost of \$55

## Results

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	6.00	0.00	0.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 39: Note that this PO for a job was received for all 10 of the quantity ordered. This reduced the *Allocated* and *On Order* quantities but did not change the *On Hand* quantity since the purchase order never went into inventory (*On Hand*).

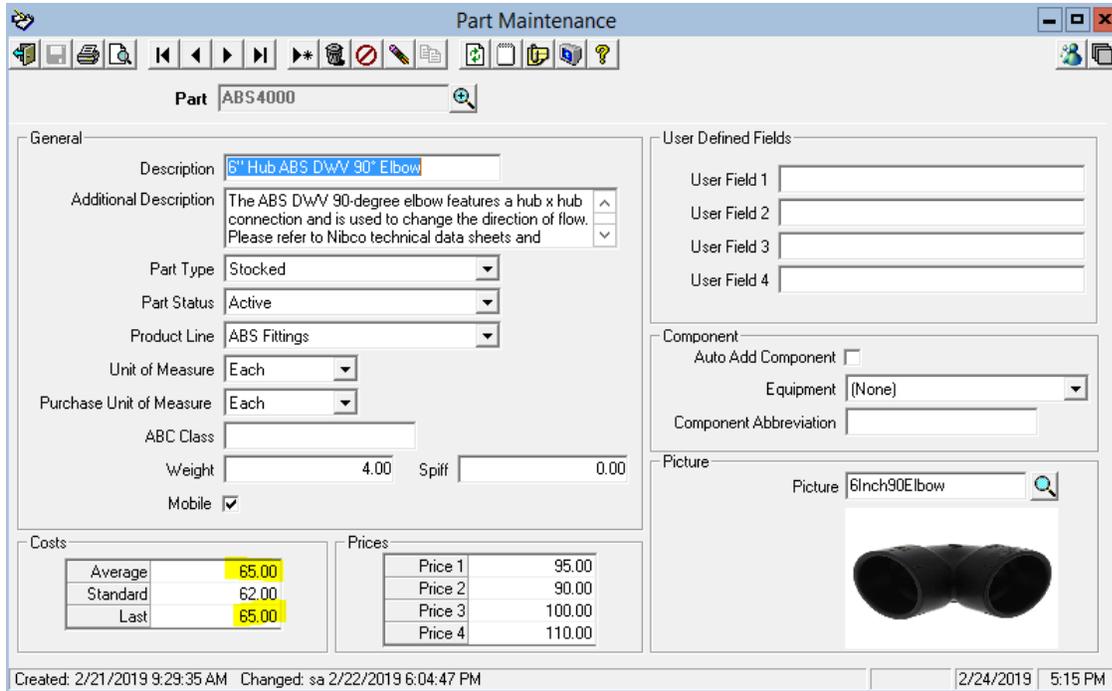
2/24/19 5:09 pm Page 1 of 1

### Test Company On New Server Inventory Transactions

Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
Location: 205 Jim							
Part: ABS4000 6" Hub ABS DWV 90° Elbow							
1	2/01/2019PO	6.00	65.00	0001020	.00		
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022			
4	2/23/2019PO	-2.00	70.00	0001022	.00		
5	2/24/2019PO/Job	10.00	55.00	0001023	.00		
6	2/24/2019Rcpt/Job	10.00	55.00	0001023	.00		
7	2/24/2019Alloc	1.00	65.00	P1800143	.00		
8	2/24/2019Alloc	-1.00	65.00	P1800143	.00		
Part: 'ABS4000' Totals:						6.00	Records: 8
		Alloc	PO	PO/Job	Rcpt/Job	Receipt	
ABS4000		.00	6.00	10.00	10.00	6.00	
205 Jim Totals:							Records: 8

Figure 40: Note the Rcpt/Job for a quantity of 10 at a unit cost of \$55



**Part Maintenance**

Part: ABS4000

**General**

Description: 6" Hub ABS DWV 90° Elbow

Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change the direction of flow. Please refer to Nibco technical data sheets and

Part Type: Stocked

Part Status: Active

Product Line: ABS Fittings

Unit of Measure: Each

Purchase Unit of Measure: Each

ABC Class:

Weight: 4.00 Spiff: 0.00

Mobile:

**User Defined Fields**

User Field 1:

User Field 2:

User Field 3:

User Field 4:

**Component**

Auto Add Component:

Equipment: (None)

Component Abbreviation:

**Picture**

Picture: 6Inch90Elbow

**Costs**

Average	65.00
Standard	62.00
Last	65.00

**Prices**

Price 1	95.00
Price 2	90.00
Price 3	100.00
Price 4	110.00

Created: 2/21/2019 9:29:35 AM Changed: sa 2/22/2019 6:04:47 PM 2/24/2019 5:15 PM

**Figure 41:** Note that as a result of purchasing the part for a job, the *Average Cost* and *Last Cost* did not change because the quantity went to a job and did not affect the On Hand quantity.

## Service Dispatch

### Work Order

#### Service – Enter Parts Used

All inventory transactions entered in the service module, originate in either:

- The Ascente – Mobile units and then get updated to a work order
  - The quantity counts in Ascente will not reflect the parts entered on the mobile units until those work orders have been sent back to Ascente.
- Are entered in Ascente using the Work Orders program directly to a work order.

Entered parts will add quantities to the *Allocated* quantity count. Only when the Service Order & Work Order combination is invoiced using the *Prebill* program will the *Allocated* quantity be reduced and the *On Hand* quantity also be reduced.

- Order Parts
  - This was reviewed in the Service - Order for Work Order (Work Order) section above.
- Parts used on a work order
  - Enter the parts used for the service order /work order

# Inventory Control Quantity Tracking



**Work Order Entry**

Work Order: P1800144 Service Order: P1800144 Joe Reilly  
5432 Birch Way

Work Order Subtotal: 285.00 Invoice Subtotal: 285.00

Main Service Order Detail Invoice Amounts

Resolve Variance Recalc Pricing Recalc Taxes

Part: ABS4000 Description: 6" Hub ABS DWV 90° Elbow Additional Description: The ABS DWV 90-degree elbow features a hub x hub connection and is used to change the direction

Location: 205 Jim Bill Type: Material Tax Class: 0 No Component: (None) Order Qty: 0.000 Bill Qty: 3.000 Backorder Qty: 0.000

Restock Date: Unit Cost: 65.00000 Extended Cost: 195.00 Unit Price: 95.00000 Extended Price: 285.00

Line	Part	Description	Location	Bill Type	Order Qty	Unit Cost	Extended Cost	Unit Price	E
1	ABS4000	6" Hub ABS DWV 90° Elb	205 Jim	Material	0.000	65.00000	195.00	95.00000	

Figure 42: Note that here we entered a quantity of 3 the part from location 205 Jim. This will result in a quantity of 3 being added to the *Allocated* quantity total.

## Results

**Part Location Maintenance**

Part: ABS4000 Description: 6" Hub ABS DWV 90° Elbow

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
205 Jim	(Set from Part)	6.00	0.00	3.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 43: Note the *Allocated* count increase of 3.

2/25/19 6:23 am Page 1 of 1

**Test Company On New Server**

**Inventory Transactions**

Part Number: ABS4000 through ABS4000

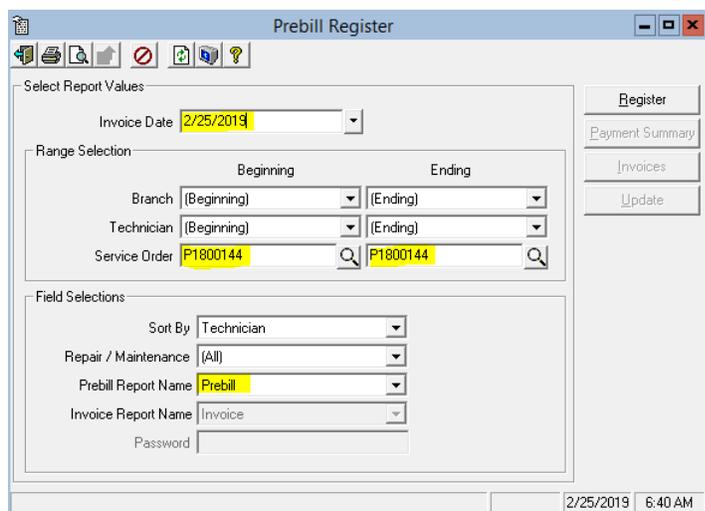
Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
Location: 205 Jim							
Part: AB S4000 6" Hub ABS DWV 90° Elbow							
1	2/01/2019PO	6.00	65.00	0001020	.00		
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022	.00		
4	2/23/2019PO	-2.00	70.00	0001022	.00		
5	2/24/2019PO/Job	10.00	55.00	0001023	.00		
6	2/24/2019Rcpt/Job	10.00	55.00	0001023	.00		
7	2/24/2019Alloc	1.00	65.00	P1800143	.00		
8	2/24/2019Alloc	-1.00	65.00	P1800143	.00		
9	2/25/2019Alloc	3.00	65.00	P1800144	.00		
Part: 'ABS 4000' Totals:						6.00	Records: 9
		Alloc	PO	PO/Job	Rcpt/Job	Receipt	
AB S4000		3.00	6.00	10.00	10.00	6.00	
205 Jim Totals:							Records: 9

Figure 44: Here is the Inventory Transact History record for this *Allocation* entry of 3 to work order P1800144

**Prebill**

**Service – Process Invoice**

When a service order and work order is updated using the Prebill process, the inventory transactions will be created to relieve the Allocated quantity and On Hand quantity.



2/25/19 6:45 am Page 1 of 1

**Test Company On New Server**  
Prebill Register  
Invoice Date: 2/25/2019

---

**Technician: Jim Smith**

<b>Service Order P1800144</b>		Status: Closed	Invoice # P1800144	
Job Site Name: Joe Reilly	Branch: Plumbing	Tech: Jim	Invoice Print: No Summary	Invoice Method: T&M
Job Site Alpha: 1000	Department: Service	Print Detail: PO4411	Price Level: Regular	Maint Pricing: Billable
Customer: ACME MARKETS	Tax Group: LA	Summary: PO4411	JPR Status: Extra/Emer	
Terms: 1	Type: Air Conditioning			

---

<b>Work Order P1800144</b>	2/25/19	Status: Closed	Tech: Jim	
Bill Type: Material	Location: 205 Jim	Item: ABS4000	Quantity: 3.00	Unit Cost: 65.00
Description: 6" Hub ABS DWV 90° Elbow		Ext Cost: 195.00	Unit Price: 95.00	Ext Price: 285.00
Problem: No A/C upstairs again		WO Desc: WO P1800144: Repaired leak and serviced unit.	Tax: 0	Prof %: 32.0%

---

Total Service Order	Non Taxable Sales	Taxable Sales	Sales Tax	Use Taxable Sales	Use Tax	Total Cost	Profit %	Payments	Invoice Total
P1800144	285.00	.00	.00	.00	.00	195.00	31.58%	.00	285.00

Figure 45: Note the Prebill Register indicated the Location 205 Jim used and the quantity of 3.

**Results**

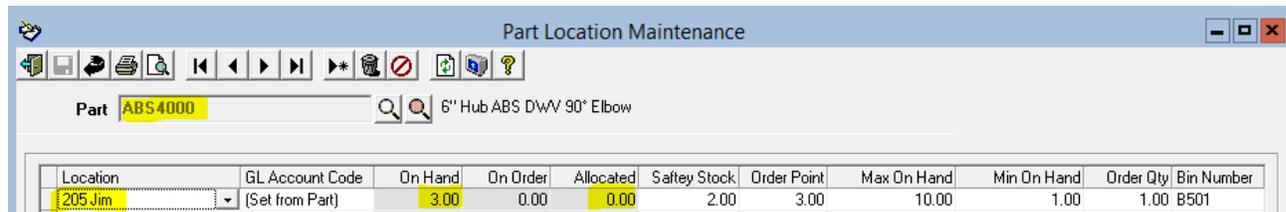


Figure 46: Note that as a result of the invoicing of the service order and the quantity of 3 of the part, the Allocated and On Hand quantities at the location 205 Jim were both reduced by 3.

# Inventory Control Quantity Tracking



2/25/19 6:56 am	<b>Test Company On New Server</b> Inventory Transactions	Page 1 of 1					
Part Number: ABS4000 through ABS4000							
Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
Location: <b>205 Jim</b>							
Part: <b>AB S4000</b> <b>6" Hub ABS DWV 90° Elbow</b>							
1	2/01/2019PO	6.00	65.00	0001020	.00		
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022	.00		
4	2/23/2019PO	-2.00	70.00	0001022	.00		
5	2/24/2019PO/Job	10.00	55.00	0001023	.00		
6	2/24/2019Rcpt/Job	10.00	55.00	0001023	.00		
7	2/24/2019Alloc	1.00	65.00	P1800143	.00		
8	2/24/2019Alloc	-1.00	65.00	P1800143	.00		
9	2/25/2019Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00	
10	2/25/2019Alloc	3.00	65.00	P1800144	.00		
Part: 'ABS 4000' Totals:						3.00	Records: 10
		Alloc	Bill/Alloc	PO	PO/Job	Rcpt/Job	Receipt
ABS4000		3.00	3.00	6.00	10.00	10.00	6.00
205 Jim Totals:							Records: 10

**Figure 47:** Here is the inventory transaction history record that was created for the *Bill/Alloc* transaction of 3. Note that the *On Hand* and the *Running Total* were reduced by 3.

**Work Order Restock Register**

**Parts Entry**

The Work Order Restock Register makes it possible to restock all tracked parts on a work order. This is very advantageous when there are many parts used on the work order. For this example, I will create a service order and work order and add 2 of the part and then use the Work Order Restock Register to restock the inventory *Location - 205 Jim* with the 2 parts that were used.

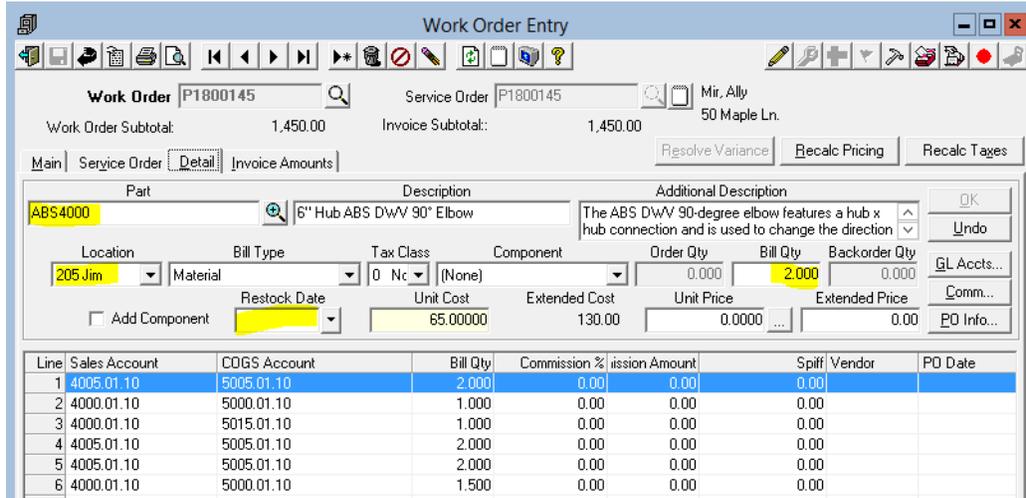


Figure 48: Note the *Bill Qty* of 2 of the *ABS4000* part that was used from *Location 2015 Jim*

**Results**

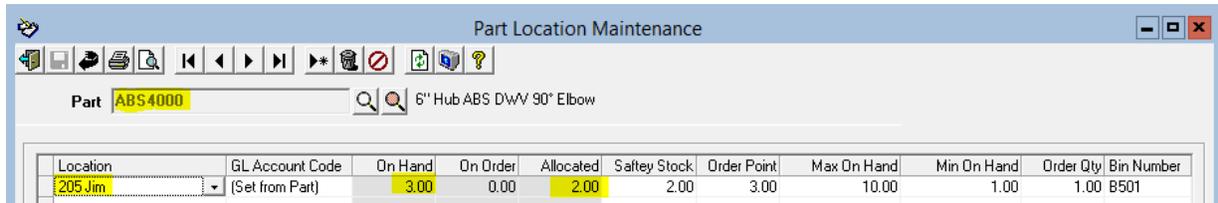


Figure 49: Note the 2 added to the *Allocated* count and no change to the *On Hand* count of 3

# Inventory Control Quantity Tracking



Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
<b>Location: 205 Jim</b>							
<b>Part: AB S4000      6" Hub ABS DWV 90° Elbow</b>							
1	2/01/2019PO	6.00	65.00	0001020	.00		
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019PO	2.00	70.00	0001022	.00		
4	2/23/2019PO	-2.00	70.00	0001022	.00		
5	2/24/2019PO/Job	10.00	55.00	0001023	.00		
6	2/24/2019Rcpt/Job	10.00	55.00	0001023	.00		
7	2/24/2019Alloc	1.00	65.00	P1800143	.00		
8	2/24/2019Alloc	-1.00	65.00	P1800143	.00		
9	2/25/2019Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00	
10	2/25/2019Alloc	3.00	65.00	P1800144	.00		
11	2/25/2019Alloc	2.00	65.00	P1800145	.00		
<b>Part: 'ABS 4000' Totals:</b>						<b>3.00</b>	<b>Records: 11</b>
		<b>Alloc</b>	<b>Bill/Alloc</b>	<b>PO</b>	<b>PO/Job</b>	<b>Rcpt/Job</b>	<b>Receipt</b>
<b>AB S4000</b>		5.00	3.00	6.00	10.00	10.00	6.00
<b>205 Jim Totals:</b>							<b>Records: 11</b>

Figure 50: Here you will see the Allocation for the 2 quantities added to the Inventory Transaction History

## Work Order Restock Register

This will select service orders that are ready to be invoiced, and when selected and updated, will restock the parts that do not have a Restock Date. This will transfer parts to the location that was parts were taken from (Alloc & Bill/Alloc).

Work Order Restock Register
[-] [x]

Select Values

Range Selection

Beginning	Ending
Branch (Beginning)	(Ending)
Location: 205 Jim	205 Jim

Select

Register

Update

Field Selections

Report Name: Work Order Restock Register

Through: 2/25/2019

Selected

Location	Work Order	Technician	Jobsite	Work Date	Restock
205 Jim	P1800145	Jim	Mir, Ally	2/25/2019	☑

F6 Maint | 2/25/2019 | 9:24 AM

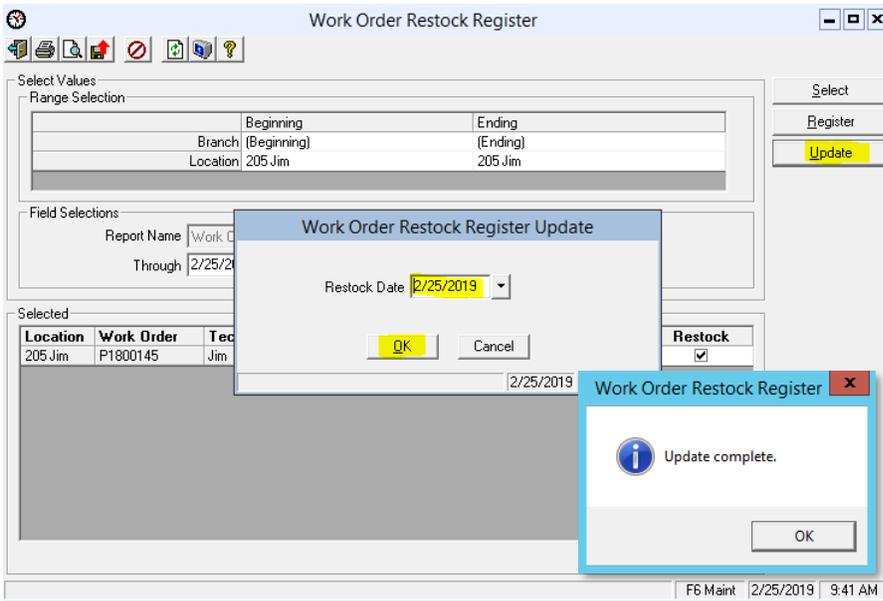
Figure 51: This is the Work Order Restock Register and the runtime selection options

# Inventory Control Quantity Tracking



Location	Item	Item Description	Bin Number								
Location # 205 Jim											
205 Jim	9150	Rheem 50 Gal gas water heater									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>From</th> <th>To</th> <th>Work Order</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>1 California Shd</td> <td>205 Jim</td> <td>P1800145</td> <td style="text-align: right;">1.00</td> </tr> </tbody> </table>				From	To	Work Order	Quantity	1 California Shd	205 Jim	P1800145	1.00
From	To	Work Order	Quantity								
1 California Shd	205 Jim	P1800145	1.00								
Total to Restock:			1.00 Qty Pulled								
205 Jim	ABS4000	6" Hub ABS DWV 90° Elbow									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>From</th> <th>To</th> <th>Work Order</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>1 California Shd</td> <td>205 Jim</td> <td>P1800145</td> <td style="text-align: right;">2.00</td> </tr> </tbody> </table>				From	To	Work Order	Quantity	1 California Shd	205 Jim	P1800145	2.00
From	To	Work Order	Quantity								
1 California Shd	205 Jim	P1800145	2.00								
Total to Restock:			2.00 Qty Pulled								
205 Jim	EQS	Earth Quake Strap									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>From</th> <th>To</th> <th>Work Order</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>1 California Shd</td> <td>205 Jim</td> <td>P1800145</td> <td style="text-align: right;">2.00</td> </tr> </tbody> </table>				From	To	Work Order	Quantity	1 California Shd	205 Jim	P1800145	2.00
From	To	Work Order	Quantity								
1 California Shd	205 Jim	P1800145	2.00								
Total to Restock:			2.00 Qty Pulled								
205 Jim	FC	18" Flex Connector									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>From</th> <th>To</th> <th>Work Order</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>1 California Shd</td> <td>205 Jim</td> <td>P1800145</td> <td style="text-align: right;">2.00</td> </tr> </tbody> </table>				From	To	Work Order	Quantity	1 California Shd	205 Jim	P1800145	2.00
From	To	Work Order	Quantity								
1 California Shd	205 Jim	P1800145	2.00								
Total to Restock:			2.00 Qty Pulled								

**Figure 52:** Note that the part is selected with a quantity of 2 to be restocked. A transfer from location 1 California to location 205 Jim



**Figure 53:** When the update button is clicked, you will be prompted for the Restock Date

## Results

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
1 California Shop	(Set from Part)	-2.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
205 Jim	(Set from Part)	5.00	0.00	2.00	2.00	3.00	10.00	1.00	1.00	B501

**Figure 54:** Note that the On Hand for the Location 1 California Shop that the 2 quantities were transferred from, had it's On Hand quantity reduced for the 2 and the location being restocked 205 Jim had the On Hand quantity increased for the 2. Note that the Allocation quantity of 2 for location 205 Jim

# Inventory Control Quantity Tracking



2/25/19 1:38 pm		Test Company On New Server Inventory Transactions				Page 1 of 1	
Part Number: ABS4000 through ABS4000							
Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total	
Location: 1 California Shop							
Part: ABS4000 6" Hub ABS DWV 90° Elbow							
1	2/25/2019 Xfer From	2.00	65.00	P1800145	-2.00		
Part: 'ABS 4000' Totals:							Records: 1
Xfer From							
ABS4000		2.00					
1 California Shop Totals:							Records: 1
Location: 205 Jim							
Part: ABS4000 6" Hub ABS DWV 90° Elbow							
1	2/01/2019 PO	6.00	65.00	0001020			
2	2/02/2019 Receipt	6.00	65.00	0001020	6.00	6.00	
3	2/23/2019 PO	2.00	70.00	0001022			
4	2/23/2019 PO	-2.00	70.00	0001022			
5	2/24/2019 PO/Job	10.00	55.00	0001023			
6	2/24/2019 Rcpt/Job	10.00	55.00	0001023			
7	2/24/2019 Alloc	1.00	65.00	P1800143			
8	2/24/2019 Alloc	-1.00	65.00	P1800143			
9	2/25/2019 Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00	
10	2/25/2019 Xfer To	2.00	65.00	P1800145	2.00	5.00	
11	2/25/2019 Alloc	3.00	65.00	P1800144			
12	2/25/2019 Alloc	2.00	65.00	P1800145			
Part: 'ABS 4000' Totals:							Records: 12
Alloc		Bill/Alloc	PO	PO/Job	Rcpt/Job	Receipt	Xfer To
ABS4000		3.00	6.00	10.00	10.00	6.00	2.00
205 Jim Totals:							Records: 12

Figure 55: Note the results from the Work Order Restock Register. The *Inventory Location – 1 California Shop* to restock from is determined by the Branch record used on the service order.

## Job Cost

### Purchase Order

#### Enter a Purchase Order for a Job

This purchase order line #1 will show how a PO is entered directly to a job.

Purchase Order Entry

Purchase Order: 0001024    Transaction Type: Order

Main | Ship-to | Detail | Totals    Inventory Date: 2/26/2019    Receive All

Part	Description	Additional Description				
ABS4000	6" Hub ABS DWV 90° Elbow	The ABS DWV 90-degree elbow features a hub x hub connection and is used to change				
Update	Job	Phase	Cost Code	Retention %		
Job	GAJ00103		Material-Refrigerati	0.00		
Location	G/L Account	Quantity	Unit	Unit Cost	Extended Cost	
205 Jim	1204.02.20 Work In Progress - GA - Col	Ordered 15.0000	Each	50.00000	750.00	
Tax Class	Promise Date	Received	Invoiced			
0 NonTaxable	2/26/2019	0.000	0.000			

Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	15.000	Each	50.00000	750.00	0.000	0.000

Figure 56: PO applied to a Job Cost - Job. Note the *Ordered Qty of 15, Unit Cost of \$50* and the *Location of 205 Jim*

Results

Part Location Maintenance

Part: **ABS4000** 6" Hub ABS DWV 90° Elbow

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
1 California Shop	(Set from Part)	-2.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
205 Jim	(Set from Part)	5.00	15.00	17.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 57: Note that the 15 ordered for the Job at Location - 205 Jim, increased the On Order and Allocated by the 15 Ordered.

Test Company On New Server  
Inventory Transactions  
Part Number: ABS4000 through ABS4000

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total		
Location: 1 California Shop								
Part: AB S4000 6" Hub ABS DWV 90° Elbow								
1	2/25/2019 Xfer From	2.00	85.00	P1800145	-2.00			
Part: 'ABS 4000' Totals: Records: 1								
AB S4000		Xfer From	2.00					
1 California Shop Totals: Records: 1								
Location: 205 Jim								
Part: AB S4000 6" Hub ABS DWV 90° Elbow								
1	2/01/2019 PO	6.00	85.00	0001020				
2	2/02/2019 Receipt	6.00	85.00	0001020	6.00	6.00		
3	2/23/2019 PO	2.00	70.00	0001022				
4	2/23/2019 PO	-2.00	70.00	0001022				
5	2/24/2019 PO/Job	10.00	55.00	0001023				
6	2/24/2019 Rcpt/Job	10.00	55.00	0001023				
7	2/24/2019 Alloc	1.00	85.00	P1800143				
8	2/24/2019 Alloc	-1.00	85.00	P1800143				
9	2/25/2019 Bill/Alloc	3.00	85.00	P1800144	-3.00	3.00		
10	2/25/2019 Xfer To	2.00	85.00	P1800145	2.00	5.00		
11	2/25/2019 Alloc	3.00	85.00	P1800144				
12	2/25/2019 Alloc	2.00	85.00	P1800145				
13	2/26/2019 PO/Job	15.00	50.00	0001024				
Part: 'ABS 4000' Totals: Records: 13								
AB S4000		Alloc	Bill/Alloc	PO	PO/Job	Rcpt/Job	Receipt	Xfer To
		5.00	3.00	6.00	25.00	10.00	6.00	2.00
205 Jim Totals: Records: 13								

Figure 58: Note the PO/Job Transaction History record of 15 for Location – 205 Jim for this Job PO Order.

Enter a Purchase Order Receipt for a Job

This transaction will show how a PO receipt for a job will reduce the On Order and Allocated counts.

Purchase Order Entry

Purchase Order: 0001024 Transaction Type: Order Inventory Date: 2/26/2019

Part: **ABS4000** Description: 6" Hub ABS DWV 90° Elbow

Job: GAJ00103

Location: 205 Jim G/L Account: 1204.02.20 Work In Progress - GA - Cor

Quantity	Unit	Unit Cost	Extended Cost
Ordered	15.0000	50.00000	750.00
Received	15.0000		750.00
Invoiced	0.0000		0.00

Line	Part	Description	Location	Ordered Qty	Unit	Unit Cost	Extended Cost	Received Qty	Invoiced Qty	Ur
1	ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	15.0000	Each	50.00000	750.00	15.0000	0.0000	

Figure 59: Note this PO receipt of 15 toward the Job – PO

# Inventory Control Quantity Tracking



## Results

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
1 California Shop	(Set from Part)	-2.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
205 Jim	(Set from Part)	5.00	0.00	2.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 60: Note that the receipt reduced the *On Order* and *Allocated* totals by the 15 that were received

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total		
<b>Location: 1 California Shop</b>								
Part: AB S4000 6" Hub ABS DWV 90° Elbow								
1	2/25/2019Xfer From	2.00	65.00	P1800145	-2.00			
Part: 'ABS 4000' Totals:						Records: 1		
		Xfer From						
AB S4000		2.00						
<b>1 California Shop Totals:</b>						<b>Records: 1</b>		
<b>Location: 205 Jim</b>								
Part: AB S4000 6" Hub ABS DWV 90° Elbow								
1	2/01/2019PO	6.00	65.00	0001020	.00			
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00		
3	2/23/2019PO	2.00	70.00	0001022	.00			
4	2/23/2019PO	-2.00	70.00	0001022	.00			
5	2/24/2019PO/Job	10.00	55.00	0001023	.00			
6	2/24/2019Rcpt/Job	10.00	55.00	0001023	.00			
7	2/24/2019Alloc	1.00	65.00	P1800143	.00			
8	2/24/2019Alloc	-1.00	65.00	P1800143	.00			
9	2/25/2019Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00		
10	2/25/2019Xfer To	2.00	65.00	P1800145	2.00	5.00		
11	2/25/2019Alloc	3.00	65.00	P1800144	.00			
12	2/25/2019Alloc	2.00	65.00	P1800145	.00			
13	2/26/2019PO/Job	15.00	50.00	0001024	.00			
14	2/26/2019Rcpt/Job	15.00	50.00	0001024	.00			
Part: 'ABS 4000' Totals:						5.00 Records: 14		
AB S4000		Alloc	Bill/Alloc	PO	PO/Job	Rcpt/Job	Receipt	Xfer To
		6.00	3.00	6.00	25.00	25.00	6.00	2.00
<b>205 Jim Totals:</b>						<b>Records: 14</b>		

Figure 61: Note the inventory transaction history for the *Rcpt/Job* receipt of the job PO. There is no change to the On Hand Qty because the quantity went to the job.

## Inventory to Job Transfer

### Transfer Inventory to a Job: Entry

This process is used to transfer inventory quantities from an Inventory Location to a Job Cost – Job. This is done using the Inventory to Job Entry program. This will reduce the On Hand quantities from the source inventory location.

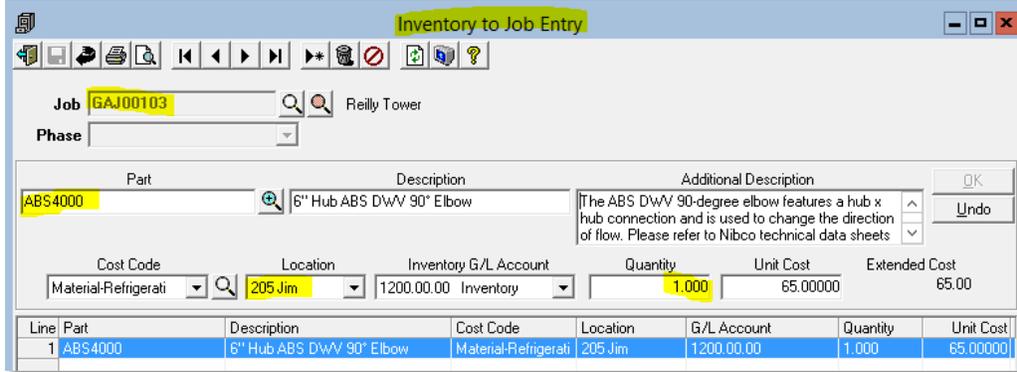
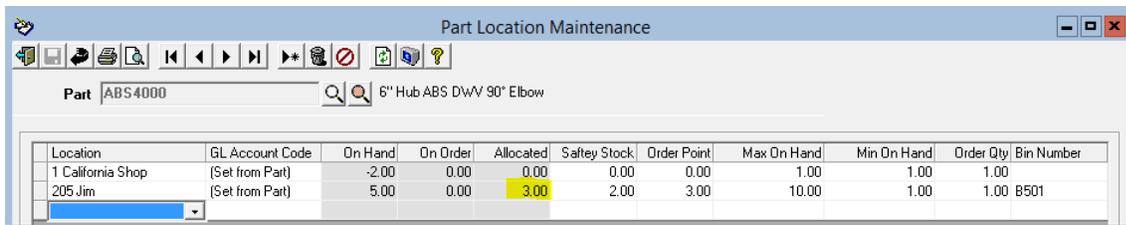


Figure 62: This Inventory to Job Transfer transaction once registered and updated will generate the following count changes

**Results: Entry**



Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty/ Bin Number
1 California Shop	(Set from Part)	-2.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00
205 Jim	(Set from Part)	5.00	0.00	3.00	2.00	3.00	10.00	1.00	1.00 B501

Figure 63: Note that the *Allocated* count for the *Location - 205 Jim* was increased by one for Inventory to Job Entry prior to being updated.

**Transfer Inventory to a Job: Register Update**

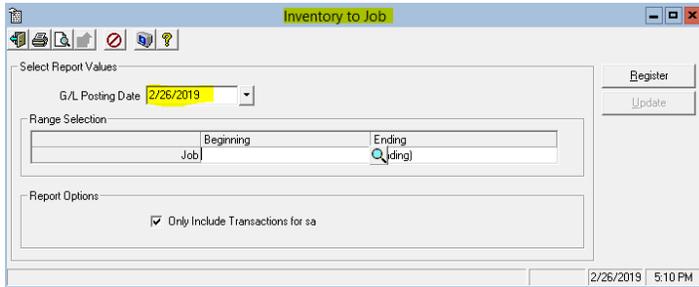


Figure 64: Inventory to Job Register runtime options

02/26/19 5:12 p.m. Page 1 of 1

**Test Company On New Server**  
Inventory to Job Register  
G/L Posting Date: 2/26/2019

Part	Part Description	Location	Cost Code	G/L Acct	Quantity	Unit Cost	Extended Cost
Job: GAJ00103 Joe Reilly							
ABS4000	6" Hub ABS DWV 90° Elbow	205 Jim	Material-Refrigerati	1200.00.00	1.00	65.00	65.00
<b>Job/Phase Total:</b>							<b>65.00</b>
<b>Report Total:</b>							<b>65.00</b>

Figure 65: Inventory to Job Register

Results: Register Update

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
1 California Shop	(Set from Part)	-2.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
205 Jim	(Set from Part)	4.00	0.00	2.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 66: After updating the Inventory to Job transaction, you can see that the Allocation and On Hand counts are reduced by the 1 quantity that was transferred out of Location - 205 Jim to the Job Cost – Job

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total
<b>Test Company On New Server</b>						
Inventory Transactions						
Part Number: ABS4000 through ABS4000						
Location: 1 California Shop						
Part: ABS4000 6" Hub ABS DWV 90° Elbow						
1	2/25/2019Xfer From	2.00	65.00	P1800145	-2.00	
Part: 'ABS4000' Totals:						Records: 1
Xfer From						
ABS4000		2.00				
1 California Shop Totals: Records: 1						
Location: 205 Jim						
Part: ABS4000 6" Hub ABS DWV 90° Elbow						
1	2/01/2019PO	8.00	65.00	0001020	.00	
2	2/02/2019Receipt	6.00	65.00	0001020	6.00	6.00
3	2/23/2019PO	2.00	70.00	0001022	.00	
4	2/23/2019PO	-2.00	70.00	0001022	.00	
5	2/24/2019PO/Job	10.00	55.00	0001023	.00	
6	2/24/2019Rcpt/Job	10.00	55.00	0001023	.00	
7	2/24/2019Alloc	1.00	65.00	P1800143	.00	
8	2/24/2019Alloc	-1.00	65.00	P1800143	.00	
9	2/25/2019Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00
10	2/25/2019Xfer To	2.00	65.00	P1800145	2.00	5.00
11	2/25/2019Alloc	3.00	65.00	P1800144	.00	
12	2/25/2019Alloc	2.00	65.00	P1800145	.00	
13	2/26/2019PO/Job	15.00	50.00	0001024	.00	
14	2/26/2019Rcpt/Job	15.00	50.00	0001024	.00	
15	2/26/2019IC to Job	1.00	65.00	GAJ00103	-1.00	4.00
16	2/26/2019Alloc	1.00	65.00	GAJ00103	.00	
Part: 'ABS4000' Totals:						4.00 Records: 16
Alloc		6.00				
Bill/Alloc		3.00				
IC to Job		1.00				
PO		6.00				
PO/Job		25.00				
Rcpt/Job		25.00				
Receipt		6.00				
Xfer To		2.00				
205 Jim Totals: Records: 16						
Report Totals: Records: 17						

Figure 67: Note that the entry increased the Allocation count and the update reduced the Allocation and On Hand count. The net result is that the On Hand quantity is reduced by 1

**Inventory**

All the previously listed modules interface with the Inventory module for quantity tracking, reporting and part costs and sales. You can enter inventory transactions in using the Inventory – Inventory Transaction program for all movements and adjustments of inventory levels.

The common transactions done in the inventory module are transfers to move tracked inventory parts between inventory Locations.

**Transfer Inventory Quantities**

**Inventory Transactions**

**Available Inventory Transaction Codes**

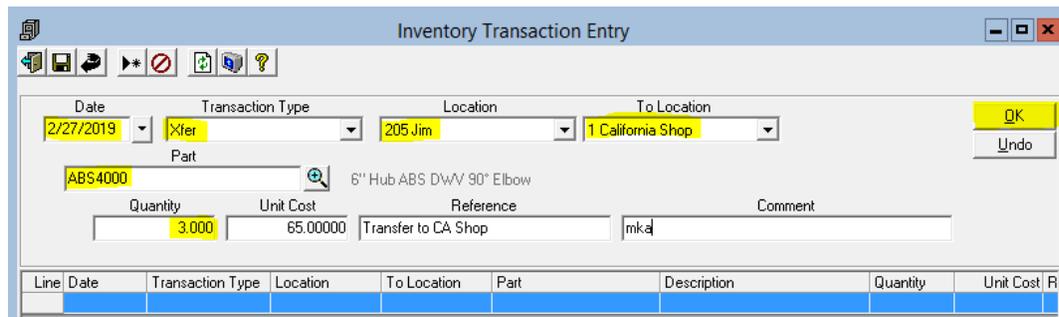
Below is a chart of all the available Inventory Transaction Codes that can be used. The chart indicates how the counts for *On Hand*, *On Order* and *Allocated* are affected by each of the transaction codes. It also indicates how the *Average Cost* and *Last Cost* will be affected.

- ‘+’ in the ‘Average Cost’ column indicates that the *Average Cost* in the *Part* record will be recalculated.
- ‘R’ indicates that the *Last Cost* in the *Part* record will be replaced.

Transaction Code	Description	On Hand	On Order	Allocated	Average Cost	Last Cost
Alloc	Allocate Stock			+		
Bill/Alloc	Bill from Allocation	-		-	+	
DirectBill	Direct Bill	-				
DropBill	Drop ship bill					
PO	Purchase		+			
RcptFromAP	AP Receipt	+			+	R
Receipt	PO Receipt	+	-		+	R
Xfer	Transfer to Another Location					
Adj Alloc	Adjust Allocation			+		
Adj On Ord	Adjust on Order		+			
Adj Onhand	Adjust on Hand	+				
Physical Inv Adjust	Physical Inventory Adjustment	+				

**Figure 68: Inventory Transaction Listing.** These transactions are created based on operations through the various modules or by manually entering an inventory transaction.

In this example we will transfer 3 quantities of part *ABS4000* from location *205 Jim* to location *1 California Shop*.



**Figure 69: Note this transfer (Xfer) of 3 quantities from location 205 Jim to 1 California Shop of part ABS4000**

# Inventory Control Quantity Tracking



## Results

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
1 California Shop	(Set from Part)	1.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
205 Jim	(Set from Part)	1.00	0.00	2.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 70: Note that the *On Hand* counts not indicate the results of the transfer from location 205 Jim to location 1 California Shop

Trans Date	Trans Type	Quantity	Unit Cost	Reference	OnHand Change	Running Total				
<b>Location: 1 California Shop</b>										
Part: AB S4000      6" Hub ABS DWV 90° Elbow										
1	2/25/2019 Xfer From	2.00	65.00	P1800145	-2.00					
2	2/27/2019 Xfer To	3.00	65.00	Transfer to CA Shop	3.00	1.00				
<b>Part: 'ABS 4000' Totals:</b>						1.00				
					Records: 2					
		Xfer From	Xfer To							
ABS S4000		2.00	3.00							
<b>1 California Shop Totals:</b>						Records: 2				
<b>Location: 205 Jim</b>										
Part: AB S4000      6" Hub ABS DWV 90° Elbow										
1	2/01/2019 PO	6.00	65.00	0001020	.00					
2	2/02/2019 Receipt	6.00	65.00	0001020	6.00	6.00				
3	2/23/2019 PO	2.00	70.00	0001022	.00					
4	2/23/2019 PO	-2.00	70.00	0001022	.00					
5	2/24/2019 PO/Job	10.00	55.00	0001023	.00					
6	2/24/2019 Rcpt/Job	10.00	55.00	0001023	.00					
7	2/24/2019 Alloc	1.00	65.00	P1800143	.00					
8	2/24/2019 Alloc	-1.00	65.00	P1800143	.00					
9	2/25/2019 Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00				
10	2/25/2019 Xfer To	2.00	65.00	P1800145	2.00	5.00				
11	2/25/2019 Alloc	3.00	65.00	P1800144	.00					
12	2/25/2019 Alloc	2.00	65.00	P1800145	.00					
13	2/26/2019 PO/Job	15.00	50.00	0001024	.00					
14	2/26/2019 Rcpt/Job	15.00	50.00	0001024	.00					
15	2/26/2019 IC to Job	1.00	65.00	GAJ00103	-1.00	4.00				
16	2/26/2019 Alloc	1.00	65.00	GAJ00103	.00					
17	2/27/2019 Xfer From	3.00	65.00	Transfer to CA Shop	-3.00	1.00				
<b>Part: 'ABS 4000' Totals:</b>						1.00				
					Records: 17					
		Alloc	Bill/Alloc	IC to Job	PO	PO/Job	Rcpt/Job	Receipt	Xfer From	Xfer To
ABS S4000		6.00	3.00	1.00	6.00	25.00	25.00	6.00	3.00	2.00
<b>205 Jim Totals:</b>						Records: 17				
<b>Report Totals:</b>						Records: 19				

Figure 71: *Inventory Transaction Report* showing the results of transferring a quantity of 3 from location 205 Jim to 1 California Shop.

## Physical Inventory

The Physical Inventory module allows you a way to systematically load inventory counts and optionally create a GL journal for any variance amount. Without this module, you would have to do all this manually and enter many manual inventory transactions for each part and location combination.

## Freeze Inventory

This does not affect inventory counts.

### Count Sheet

This does not affect inventory counts.

2/27/19 9:29 am		Test Company On New Server			Page 1 of 1	
Physical Inventory Count Sheet						
Sort by Product Line						
Part Number: ABS4000 through ABS4000						
Part Number / Description	Product Line Bin	Unit Of Measure	Frozen Quantity	Counted Quantity		
Loc: 205 Jim Jim's Truck						
1 ABS4000	ABS Fittings \ ABS Fittings					
6" Hub ABS DWV 90° Elbow	B501	Each	1.00			
Total for Loc 205 Jim - Records: 1						
Total Records: 1						

Figure 72: Here is the Count Sheet for part *ABS4000* at location *205 Jim*. Note that the *Frozen* quantity is the same as the *On Hand* count of 1

### Count Entry

This does not affect inventory counts.

Physical Inventory Count Entry				
Location: 205 Jim Jim's Truck				
Product Line: (All)				
Part	Description	Product Line	Frozen Count	Actual Count
ABS4000	6" Hub ABS DWV 90° Elbow	ABS Fittings	1.000	11.000

Figure 73: This is where the new counts are entered. This not affect the *On Hand* quantity yet.

### Physical Inventory Register

This will print the Physical Inventory Variance Report for your review. This report should be saved. You can check the *Post GL Variance* so that when updated, a GL journal will be created for the variance amount. This will create a *Physical Inv Adjust* Inventory Transaction History record and will increase or reduce the *On Hand* count accordingly.

Physical Inventory Register				
Select Values				
Field Selections		Options		Register
Report Name: Physical Inventory Variance Detail		<input type="checkbox"/> Post GL Variance		Update
Transaction Date: 2/27/2019				
Selected				
Location	Product Line	Date	User	Update Counts
205 Jim	ABS Fittings	2/27/2019	sa	<input checked="" type="checkbox"/>

Figure 74: Verify the runtime options before clicking on the [Register] button. Click the *Update Counts* box and the *Post GL Variance* box if you want to create a GL journal for the variance amount. Make sure the *Transaction Date* is correct because the GL journal will use that date as the posting date. The Register will not create and inventory count changes or GL postings. The [Update] button will do that.

# Inventory Control Quantity Tracking



## Physical Invoice Variance Detail Report - Register

2/27/19 11:51 am Page 1 of 1

Test Company On New Server  
Physical Inventory Variance Detail

Transaction Date: 2/27/2019

		Quantities			Dollars \$						
Part Number	Part Description	Counted	Frozen	Variance	Unit Cost	Variance\$	GL Account	Acct Description	Debit	Credit	
Loc: 205 Jim											
GL Acct Code: Inventory <span style="float: right;">Produce Line: ABS Fittings</span>											
		Quantities			Dollars \$						
Part Number / Description		Counted	Frozen	Variance	Unit Cost	Variance	GL Account	Acct Description	Debit	Credit	
1 ABS 4000		11.00	1.00	10.00	85.00	850.00	1200.00.00	Inventory	850.00		
	6" Hub ABS DWV 90° Elbow						1204.00.00	InventoryAdjustments		850.00	
<b>Total for GL Acct Code: Inventory</b>							650.00	1200.00.00	Inventory	650.00	
							1204.00.00	InventoryAdjustments		650.00	
<b>Total for Loc 205 Jim:</b>									650.00	650.00	
<b>Report Totals</b>						<b>650.00</b>			<b>650.00</b>	<b>650.00</b>	

Figure 75: Review this report and if correct, click the [Update] button. You should save this report.

## Physical Invoice Variance Report - Update

The screenshot shows the 'Physical Inventory Register' window. The 'Field Selections' section has 'Report Name' set to 'Physical Inventory Variance Detail' and 'Transaction Date' set to '2/27/2019'. The 'Options' section has 'Post GL Variance' unchecked. The 'Selected' table shows 'Location' 205 Jim, 'Product Line' ABS Fittings, 'Date' 2/27/2019, 'User' sa, and 'Update Counts' checked. A dialog box titled 'Physical Inventory Register' is open, displaying 'Update complete.' with an 'OK' button.

Figure 76: You will see this screen when the [Update] button is clicked. The Update will create and inventory count changes and GL postings if the Post GL Variance box is checked.

## Results

### Part Location

The screenshot shows the 'Part Location Maintenance' window for part 'ABS 4000' (6" Hub ABS DWV 90° Elbow). The table below shows the inventory counts for two locations: California Shop and 205 Jim.

Location	GL Account Code	On Hand	On Order	Allocated	Safety Stock	Order Point	Max On Hand	Min On Hand	Order Qty	Bin Number
1 California Shop	(Set from Part)	1.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	
205 Jim	(Set from Part)	11.00	0.00	2.00	2.00	3.00	10.00	1.00	1.00	B501

Figure 77: Note that the On Hand count for location 205 Jim has increased to 11 now because of the physical inventory count of 11 that was entered less the 1 that was there resulted in a Physical Inv Adjust of 10.

## Inventory Transactions Report

# Inventory Control Quantity Tracking



2/27/19 11:57 am		<b>Test Company On New Server</b>					Page 1 of 1						
Inventory Transactions													
Part Number: ABS4000 through ABS4000													
Trans Date	Trans Type	Quantity	Unit Cost	Reference	Comment	Change to On Hand	Running Total						
<b>Location: 1 California Shop</b>													
<b>Part: ABS4000      6" Hub ABS DWV 90° Elbow</b>													
1	2/25/2019	Xfer From	2.00	65.00	P1800145	-2.00	-2.00						
2	2/27/2019	Xfer To	3.00	65.00	Transfer to CA Shop	3.00	1.00						
<b>Part: ABS4000 Totals: Records: 2</b>								<b>1.00</b>					
				<b>Xfer From</b>	<b>Xfer To</b>								
ABS4000				2.00	3.00								
<b>1 California Shop Totals:</b>								<b>Records: 2</b>					
<b>Location: 205 Jim</b>													
<b>Part: ABS4000      6" Hub ABS DWV 90° Elbow</b>													
1	2/01/2019	PO	6.00	65.00	0001020								
2	2/02/2019	Receipt	6.00	65.00	0001020	6.00	6.00						
3	2/23/2019	PO	2.00	70.00	0001022								
4	2/23/2019	PO	-2.00	70.00	0001022								
5	2/24/2019	PO/Job	10.00	55.00	0001023								
6	2/24/2019	Rcpt/Job	10.00	55.00	0001023								
7	2/24/2019	Alloc	1.00	65.00	P1800143								
8	2/24/2019	Alloc	-1.00	65.00	P1800143								
9	2/25/2019	Bill/Alloc	3.00	65.00	P1800144	-3.00	3.00						
10	2/25/2019	Xfer To	2.00	65.00	P1800145	2.00	5.00						
11	2/25/2019	Alloc	3.00	65.00	P1800144								
12	2/25/2019	Alloc	2.00	65.00	P1800145								
13	2/26/2019	PO/Job	15.00	50.00	0001024								
14	2/26/2019	Rcpt/Job	15.00	50.00	0001024								
15	2/26/2019	IC to Job	1.00	65.00	GAJ00103	-1.00	4.00						
16	2/26/2019	Alloc	1.00	65.00	GAJ00103								
17	2/27/2019	Xfer From	3.00	65.00	Transfer to CA Shop	-3.00	1.00						
18	2/27/2019	Physical Inv Adjust	10.00	65.00		10.00	11.00						
<b>Part: ABS4000 Totals: Records: 18</b>								<b>11.00</b>					
				<b>Alloc</b>	<b>Bill/Alloc</b>	<b>IC to Job</b>	<b>Physical Inv</b>	<b>PO</b>	<b>PO/Job</b>	<b>Rcpt/Job</b>	<b>Receipt</b>	<b>Xfer From</b>	<b>Xfer To</b>
ABS4000				6.00	3.00	1.00	10.00	6.00	25.00	25.00	6.00	3.00	2.00
<b>205 Jim Totals:</b>								<b>Records: 18</b>					
<b>Report Totals:</b>								<b>Records: 20</b>					

Figure 78: Note the new Physical Inv Adjust of 10 that resulted in the On Hand count going from 1 to 11.

## Conclusions

- Inventory quantity tracking requires a lot of detail processing for every tracked part.
- All ins and outs must be processed through the system. Specifically: purchasing, receipts, invoicing order entry, restocking & physical inventories.
- All inventory movements must reference a part, location and quantity and correct purchase cost for PO receipts.
- Use the *Part Location* program to do spot checks of part quantities by location.
- Use the *Inventory Transaction Report* to audit the detail transactions for every part by location.
- You must monitor the inventory movements and counts regularly to verify that all operations are being done correctly.
- Physical Inventories are the best way to verify that the counts are being processed correctly and if the counts are correct in the system.

## Related Resource Links

- [Ascente Inventory Control & Creating Parts](#)
- [Ascente Inventory Control & Creating Parts \(PDF\)](#)
- [Ascente Physical Inventory](#)
- [Ascente Physical Inventory \(PDF\)](#)
- [Ascente - Inventory - Should I Be Tracking Quantities](#)
- [Ascente - Inventory - Should I Be Tracking Quantities \(PDF\)](#)