

Exact Multi-Warehousing

This module that may be added to Exact or Alchemist enables the user to control stock at various locations.

It is especially useful if you want to keep all financial records and control customers and suppliers from one location (e.g. the "Head Office") but control the stock at multiple locations. For example, one client uses this module to generate invoices and delivery notes at a central point. The relevant delivery notes are e-mailed to the depot out of which the stock is to be supplied. The agent at the depot delivers the goods and returns the signed delivery note as proof of delivery to Head Office. Head office can at any time obtain reports of the stock situation at the depot; valuations, movements, etc.

In this example reports of goods in transit may also be obtained because the goods are shipped from Head Office to the various depots.

The agents at the various depots do monthly stock counts and any variances are detected immediately and may be investigated.

In another example a manufacturing organisation has a "Holding Warehouse" where all manufactured goods are quarantined for final inspection prior to being released for sale. All production is channeled automatically to this "Warehouse" and is only released for sale by an authorised manager after final quality control.

This company also has another two "warehouses" - one where all goods that are returned by customers are held until a decision has been taken to release them for re-sale, re-blend them or scrap them has been taken.

The second "warehouse" is for sub-standard production that has not passed QC.

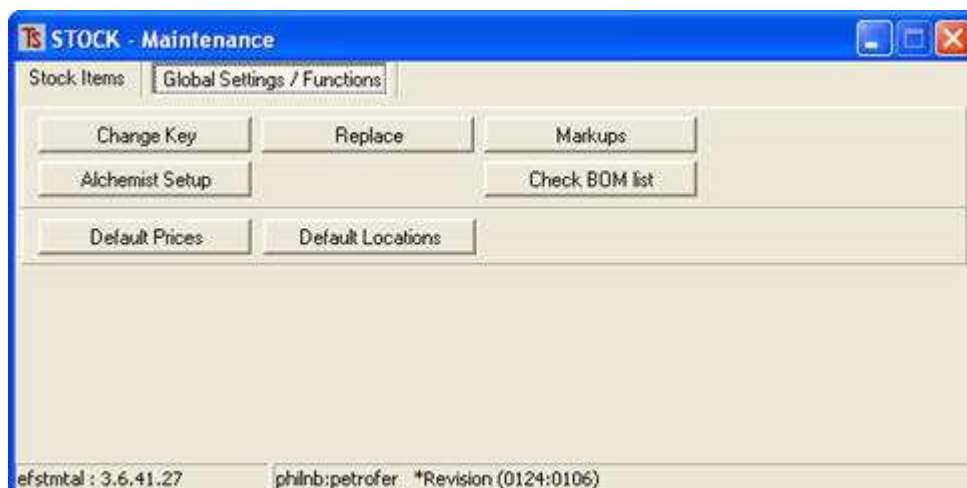
Stock may be:

- Transferred from one location (warehouse) to another
- Manufactured and sent into a specific warehouse
- Invoiced out of a specific warehouse

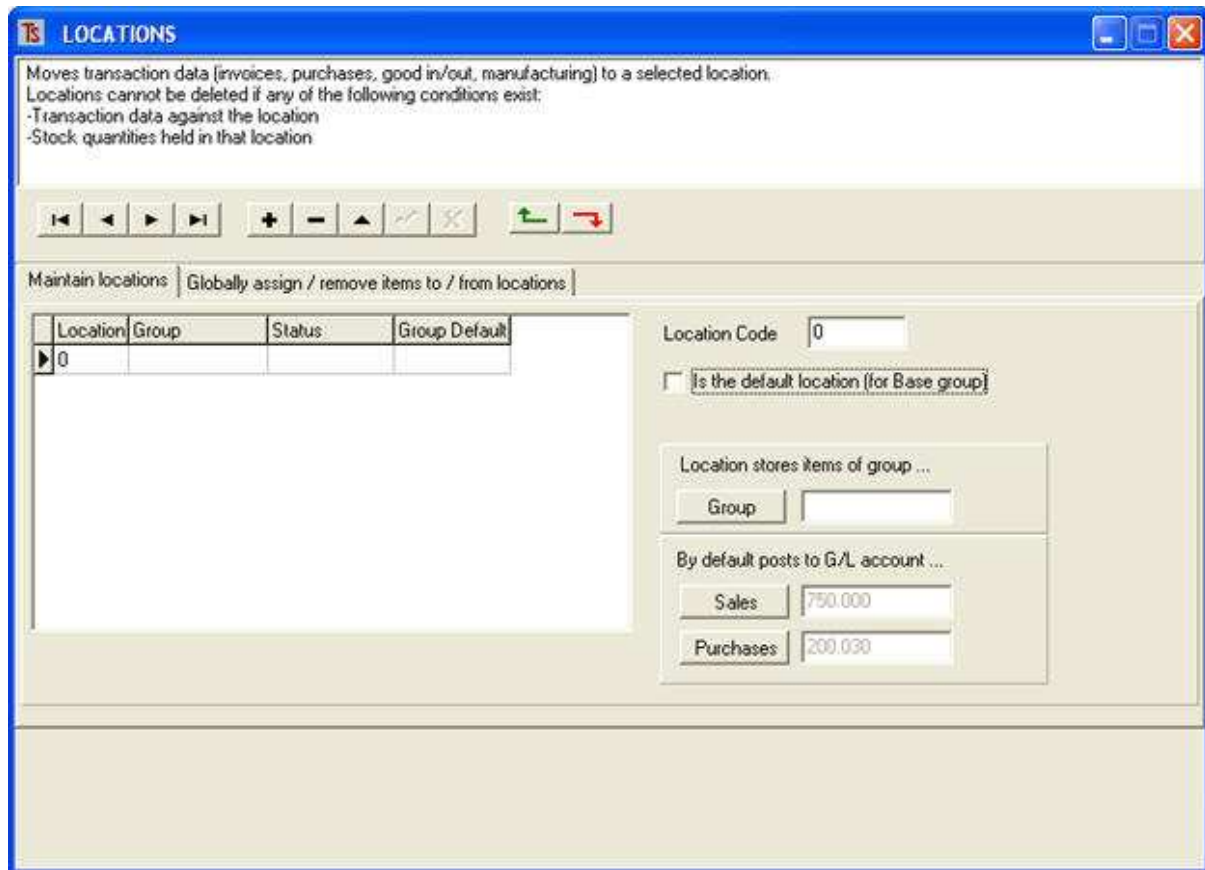
Usage

The first thing to do in Multi-warehousing is to set up the different locations.

This is done by going to **[Stock][Maintenance]**



Click on [Default Locations]



Moves transaction data (invoices, purchases, good in/out, manufacturing) to a selected location.
Locations cannot be deleted if any of the following conditions exist:
-Transaction data against the location
-Stock quantities held in that location

Maintain locations | Globally assign / remove items to / from locations

| Location | Group | Status | Group Default |
|----------|-------|--------|---------------|
| 0 | | | |

Location Code: 0

Is the default location (for Base group)

Location stores items of group ...
Group: []

By default posts to G/L account ...
Sales: 750,000
Purchases: 200,030

In the above screen you will see that there is already a Location 0. This is the “Master” location, containing all of the stock items and it cannot be deleted.

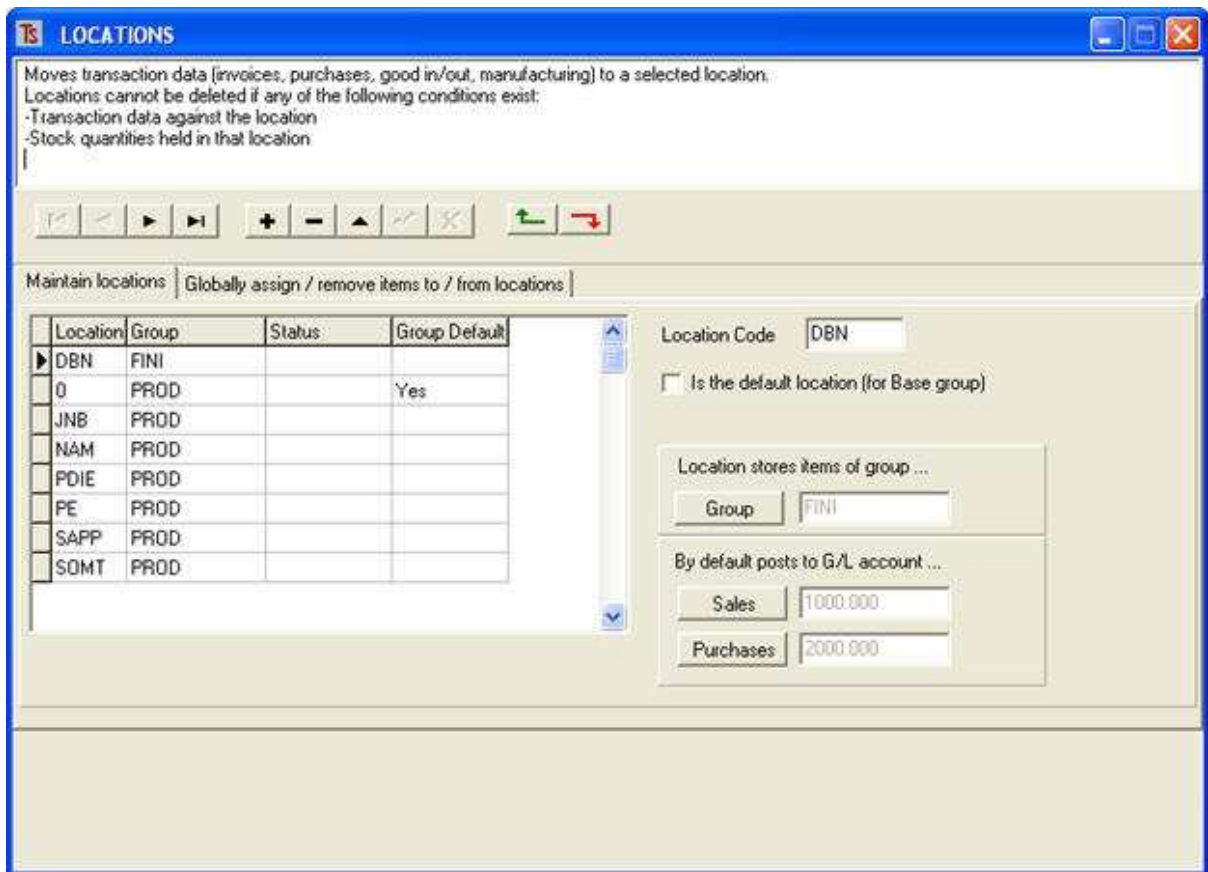
To add another location press the **+** button.

Type in a code for the new location in the [Location Code] field.

Normally the pre-existing Location 0 (zero) is the default location (for the Base group), and the tick box should be marked for that location.

Notice that you may restrict the location to be able to only receive inventory items for a specific **Group** of products. For example, you may wish to create a location that only handles Raw Materials. You may also determine to which ledger account (**G/L account**) sales and purchase transactions for this group are posted by default.

Once you have added a few additional locations, you should have a screen similar to the one shown below:

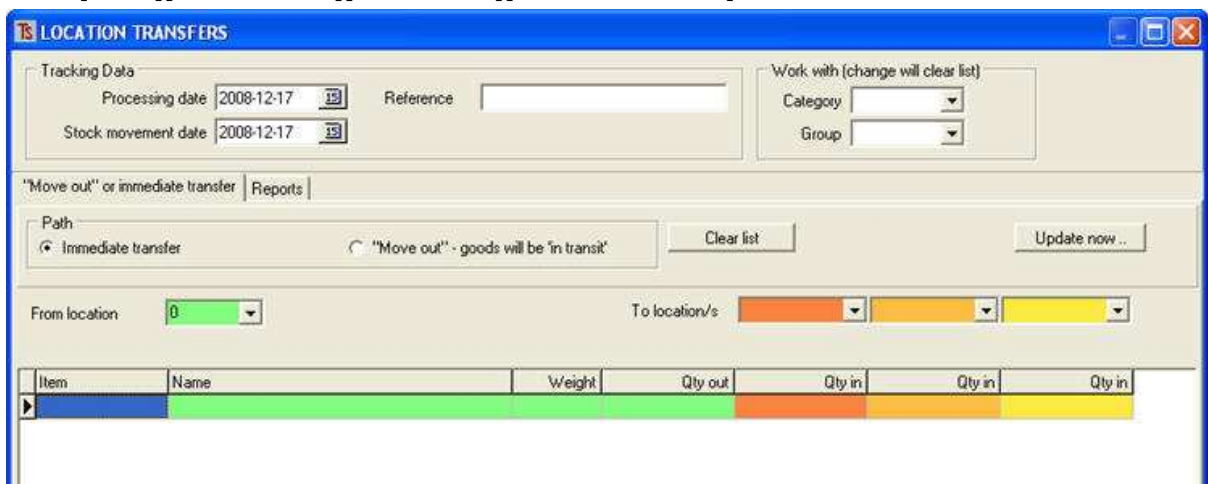


You will see that there is another tag **[Globally assign / remove items to / from locations]**
 This facility is designed to allow you to place items of a certain **Group** and / or **Category** into a location or to delete items of a certain **Group** and / or **Category** from a location.

Now, assuming you have created all of the locations that you need and have told the system what products from your inventory range you wish to store at those locations, you may proceed to use the system.

When you first implement the Multi-warehousing system all of your inventory will be held in **Location 0**. You will need to transfer stock from **Location 0** to another location.

Go to **[Stock][Maintenance][Stock Items][Location Transfer]**.



First the processing date will show the current date.
 you need to select a date upon which you wish the stock transaction to take place in the movement transaction of the product. This facility is to enable the operator to enter data after the stock movement has actually taken place, without disrupting the proper sequence if stock movements

shown in the transactions. **Obviously great care should be exercised by the operator when entering these dates.**

A reference for the transaction may be entered.

If you wish to restrict the transfer of goods to a certain **Category** or **Group**, this should now be selected because if you have already entered some items to be transferred and you then try to select the **Group** or **Category** fields, your list of items will be cleared and you will need to start again.

You will notice that there are three tags that you may work with:

“Move out” or immediate transfer.

“Move in” goods in transit and

Reports

“Move out”

This has two options:

Immediate transfer to be used when the stock has already arrived at its destination, and

“Move Out” – goods will be in transit to be used when goods have been dispatched from the source location but have not yet arrived at the destination location.

For argument’s sake let us assume you wish to move some items from the **location 0** to **location DBN**, but they will be in transit, as shown below.

| Item | Name | Weight | Qty out |
|---------------|-------------|--------|---------|
| 101/GRAFD/001 | Grafotect | 0.00 | 25.00 |
| 101/HS535/025 | HS 535 | 0.00 | 10.00 |
| 101/NEUTB/025 | Neutrosal B | 0.00 | 1.00 |
| * | | 0.00 | 0.00 |

When you have entered the products to be transferred, press **[Update Now...]**

At a later date the goods will either have arrived at the **DBN location** or they may have been diverted elsewhere.

Again, carefully enter the processing and Stock Movement dates.

Select the **“Move in” goods in transit** tag, and enter **DBN** in the field for **Intended destination location**.

Now press the **[Get goods in transit]** button. The list of all goods in transit to the destination DBN will be displayed in the lower grid:

The screenshot shows the 'LOCATION TRANSFERS' window. The 'Tracking Data' section includes 'Processing date' (2008-12-17) and 'Stock movement date' (2008-12-22). The 'Work with' section has 'Category' and 'Group' dropdowns. Below this are tabs for 'Move out', 'Move in', and 'Reports'. An 'Update now..' button is present. The 'Intended destination location' is set to 'DBN'. The 'Actual location/s' section has three dropdowns, all currently empty. The table below shows the following data:

| Item | Name | Weight | Qty out | Qty in | Qty in | Qty in |
|---------------|---------------|--------|---------|--------|--------|--------|
| 101/HS535/025 | 101/HS535/025 | 0.00 | 10.00 | 0.00 | 0.00 | 0.00 |
| 101/NEUTB/025 | 101/NEUTB/025 | 0.00 | 1.00 | 0.00 | 0.00 | 0.00 |
| 101/GRAFO/001 | 101/GRAFO/001 | 0.00 | 25.00 | 0.00 | 0.00 | 0.00 |

You will now see that the goods originally destined for **DBN** can actually be received in up to three alternate destinations.

If goods were redirected, enter the alternative locations in the three red to yellow blocks for **Actual location/s** as shown in the example below where product has been diverted to **JNB** and **PE**.

The screenshot shows the 'LOCATION TRANSFERS' window with the same tracking data as above. The 'Actual location/s' section now has three dropdowns containing 'DBN', 'JNB', and 'PE'. The table below shows the following data:

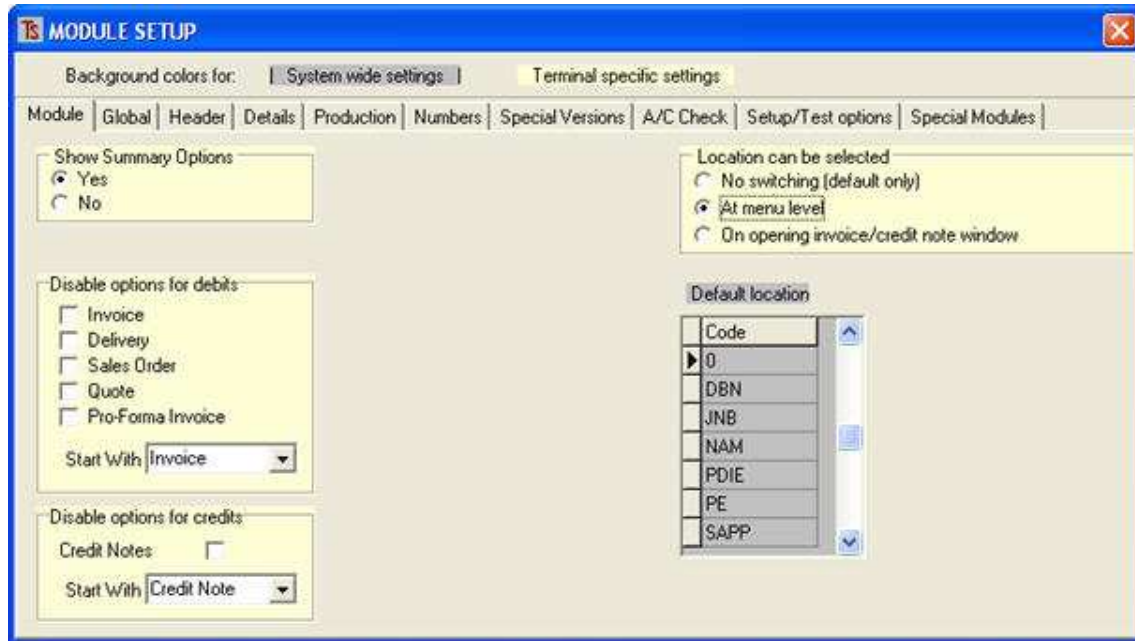
| Item | Name | Weight | Qty out | Qty in | Qty in | Qty in |
|---------------|---------------|--------|---------|--------|--------|--------|
| 101/HS535/025 | 101/HS535/025 | 0.00 | 10.00 | 10.00 | 0.00 | 0.00 |
| 101/NEUTB/025 | 101/NEUTB/025 | 0.00 | 1.00 | 0.00 | 1.00 | 0.00 |
| 101/GRAFO/001 | 101/GRAFO/001 | 0.00 | 25.00 | 10.00 | 0.00 | 15.00 |

Click on **[Update now]** and the stock adjustments will be made.

Reports may be obtained for completed transfers and/or Goods in /transit

Setup for Invoicing

Go to: [Customer][Invoices][Miscellaneous][Setup][Operating Parameters][Module]

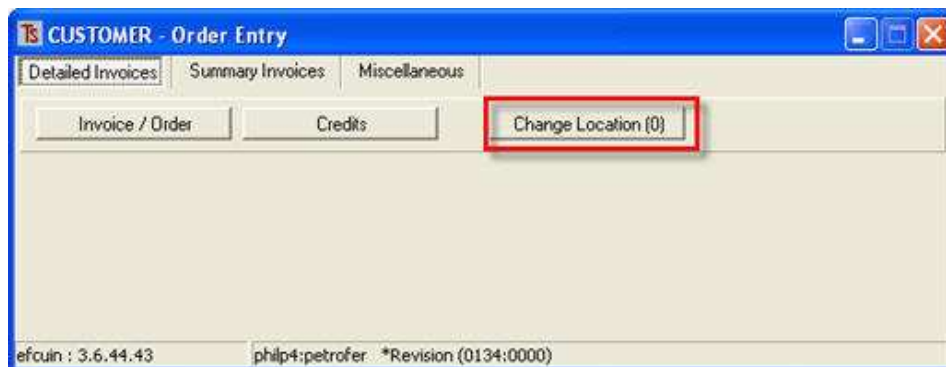


On the right of this panel you will see that you have three options *on this terminal* –remember that *these options are terminal-specific and need to be set up on each terminal*.

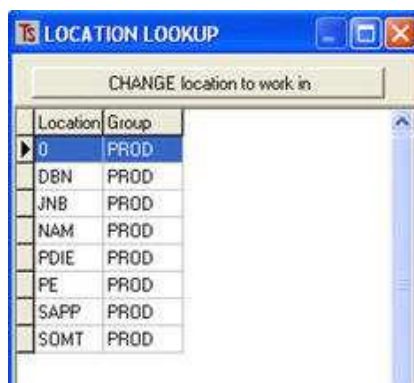
Under **Location can be selected**, you can have:

No switching – only the default location will be available for selection.

At Menu level – if this is selected, then the location may be altered on the **Detailed Invoices** screen, as shown below, outlined in red.



On opening invoice / credit note window – When the operator clicks [Invoice / Order] button the following pop-up appears, from which the location may be selected.



The operator selects the warehouse from which invoiced goods are to be supplied, or to which credited goods will be returned.

Apart from the reports already mentioned, the operator may obtain all of the usual reports on the stock, selected by location, perform stock-takes and generally maintain stock levels and prices at each different "warehouse" or location.