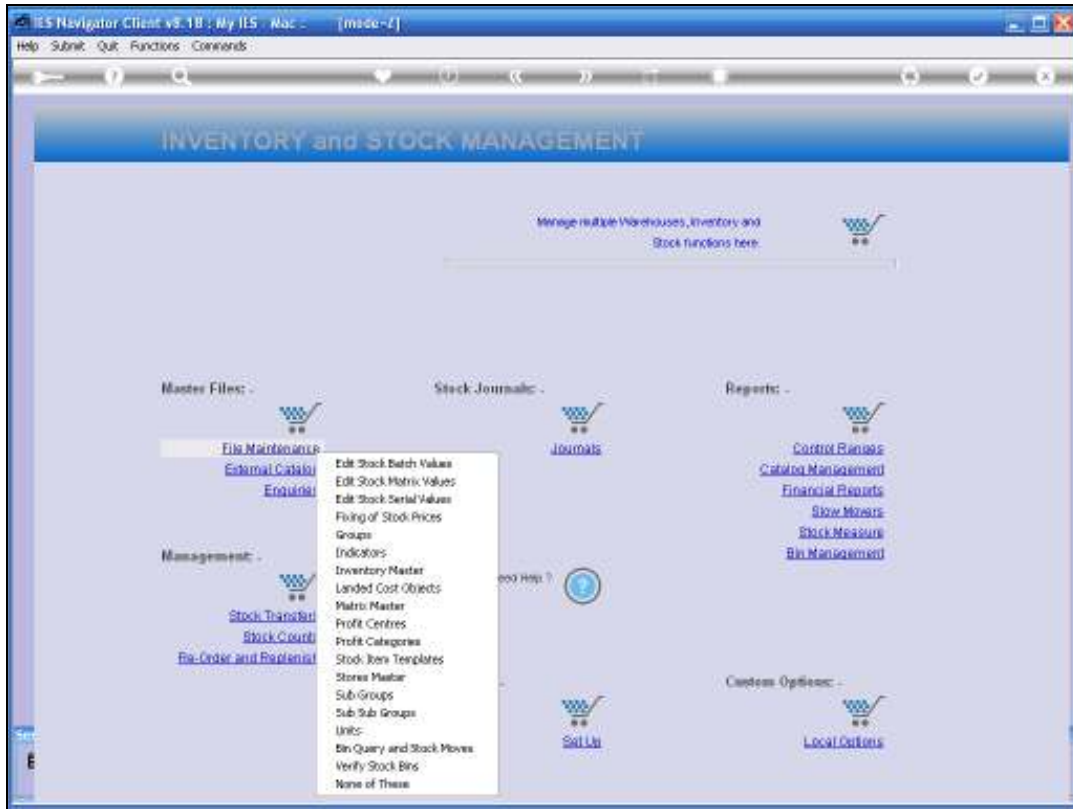


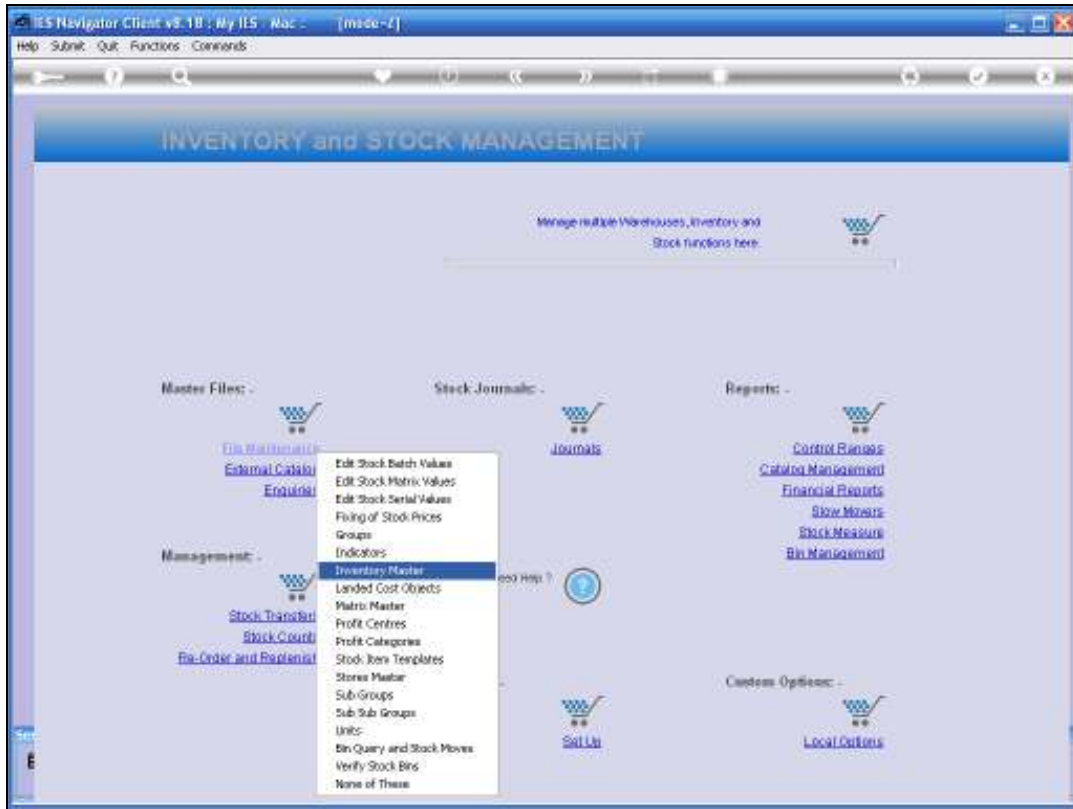


Slide 1

Slide notes: There are options to upload or import new Stock Codes, and we use those options when we have dozens, hundreds or thousands of new Stock Codes to be opened. In this tutorial, we are looking at the option to manually open a new Stock Code, by the Capture Method. Therefore, we will select the File Maintenance options in Inventory.

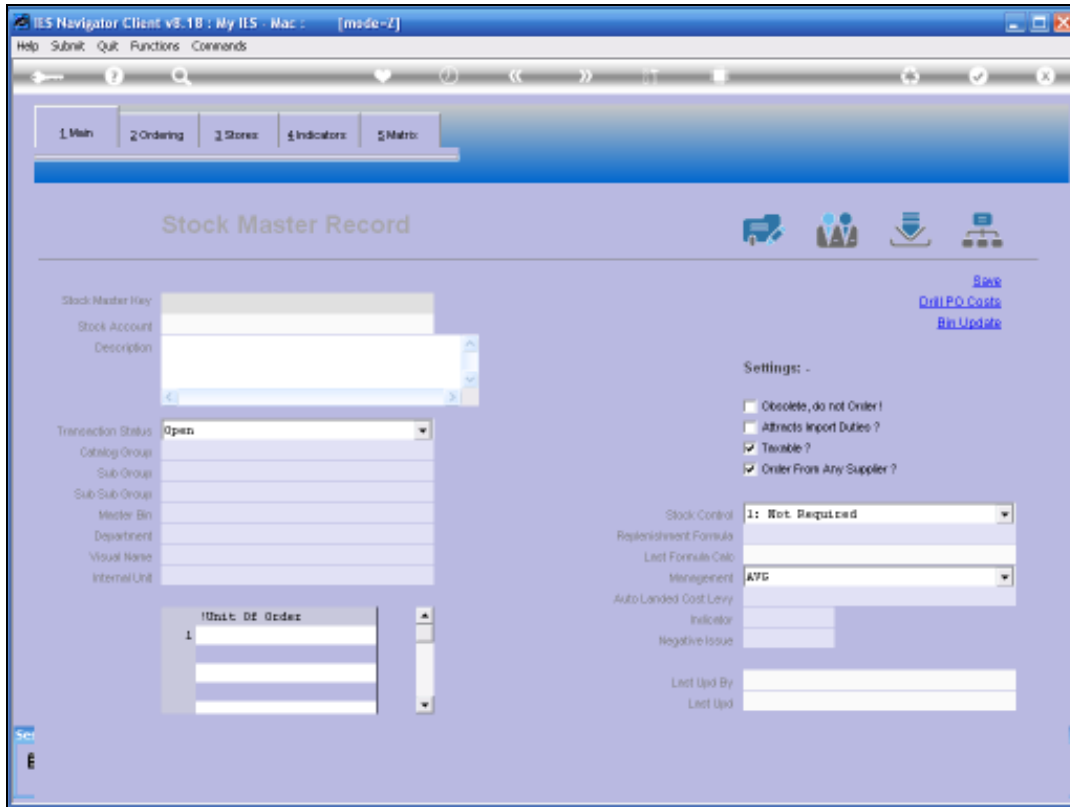


Slide 2
Slide notes:



Slide 3

Slide notes: And from these options, we select INVENTORY MASTER.



Slide 4

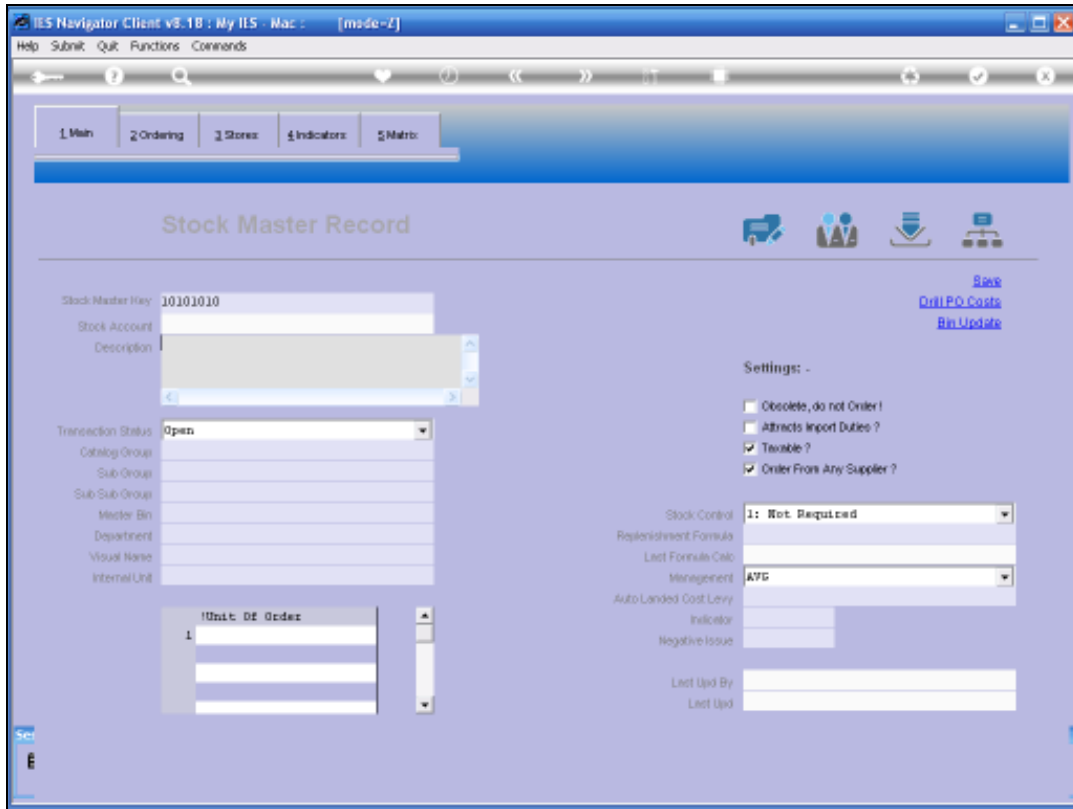
Slide notes: The Inventory Master is used both for opening of new Stock Codes and for maintaining existing Stock Codes.

The screenshot displays the 'Stock Master Record' form in the IES Navigator Client v8.18.18. The interface includes a menu bar (Help, Submit, Quit, Functions, Commands) and a navigation pane with tabs for Main, Ordering, Stores, Indicators, and Matrix. The main content area is titled 'Stock Master Record' and contains the following fields and settings:

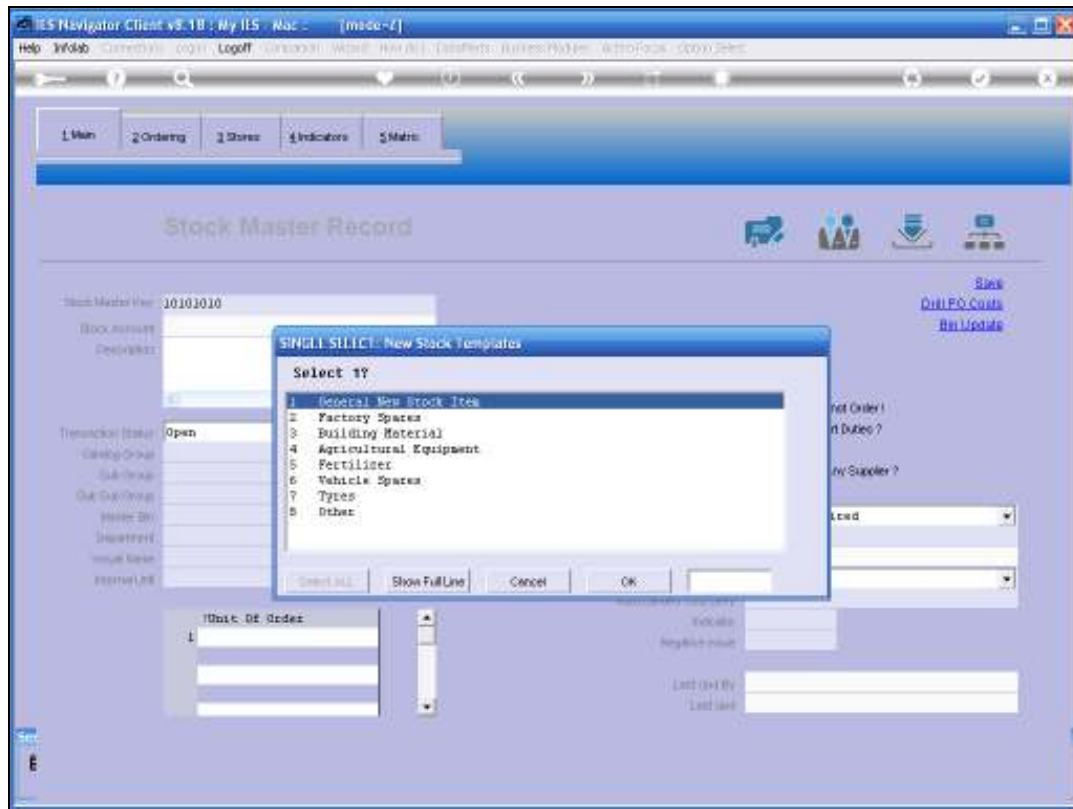
- Stock Master Key: 10101010
- Stock Account: [Empty]
- Description: [Empty]
- Transaction Status: Open
- Catalog Group: [Empty]
- Sub-Group: [Empty]
- Sub-Sub-Group: [Empty]
- Master Bin: [Empty]
- Department: [Empty]
- Visual Name: [Empty]
- Internal Unit: [Empty]
- Unit of Order: 1
- Settings:
 - Obsolete, do not Order?:
 - Attracts Import Duties?:
 - Taxable?:
 - Order From Any Supplier?:
- Stock Control: 1: Not Required
- Replenishment Formula: [Empty]
- Last Formula Calc Management: AVC
- Auto-Landed Cost Levy: [Empty]
- Indicator: [Empty]
- Negative Issue: [Empty]
- Last Used By: [Empty]
- Last Used: [Empty]

Slide 5

Slide notes: The important aspect is the Key. The Key is the Stock Code, and we are allowed to design and format what our Stock Codes look like. Many people decide to use a formatted Stock Code with segments that reflect the Catalogue Groupings, but this is not forced. When we want to open a New Stock Code, we just have to use a Key that is not yet present in the Stock system, and then the system will sense that we wish to open a new Stock Code.



Slide 6
Slide notes:



Slide 7

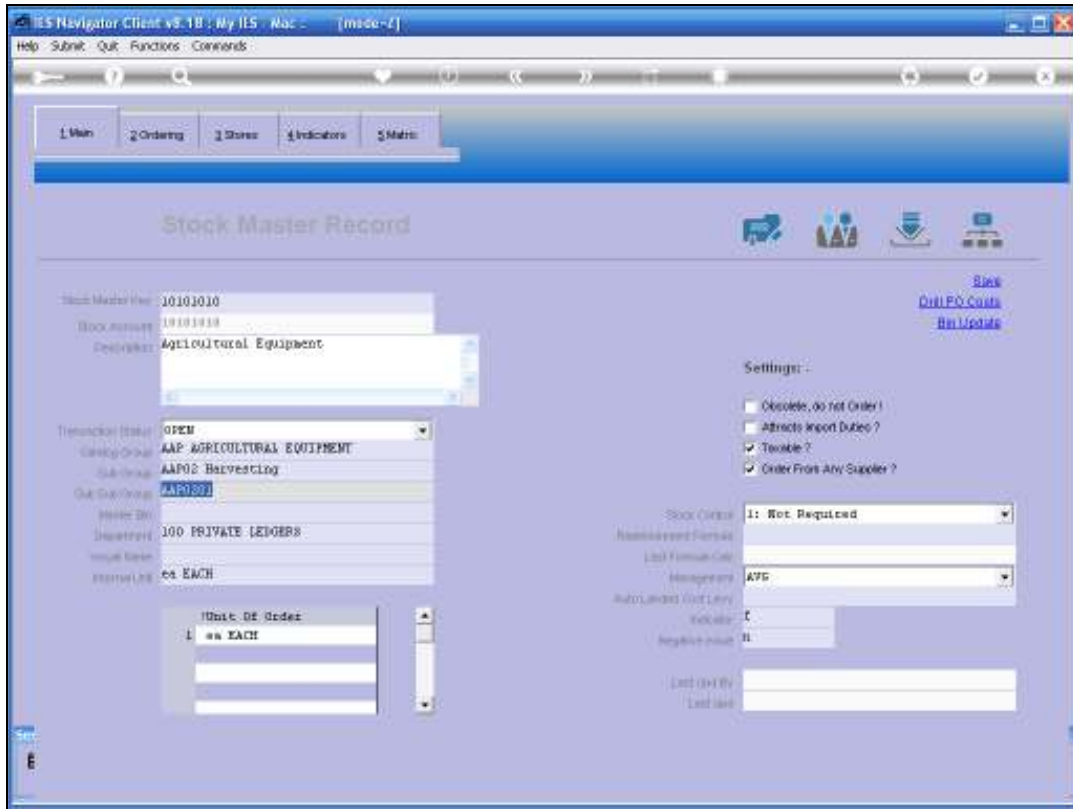
Slide notes: If there are any Stock Templates present, then this list will be offered to select from. If there are none, then we will have to fill in each required field for the new Stock Code, but by using a Stock Template, the procedure becomes extremely quick and easy. In this example, we choose Agricultural Equipment.

The screenshot shows the 'Stock Master Record' screen in the IES Navigator Client. The interface includes a menu bar (Help, Submit, Quit, Functions, Commands) and a navigation pane with tabs for Main, Ordering, Stores, Indicators, and Matrix. The main content area is titled 'Stock Master Record' and contains several input fields and settings:

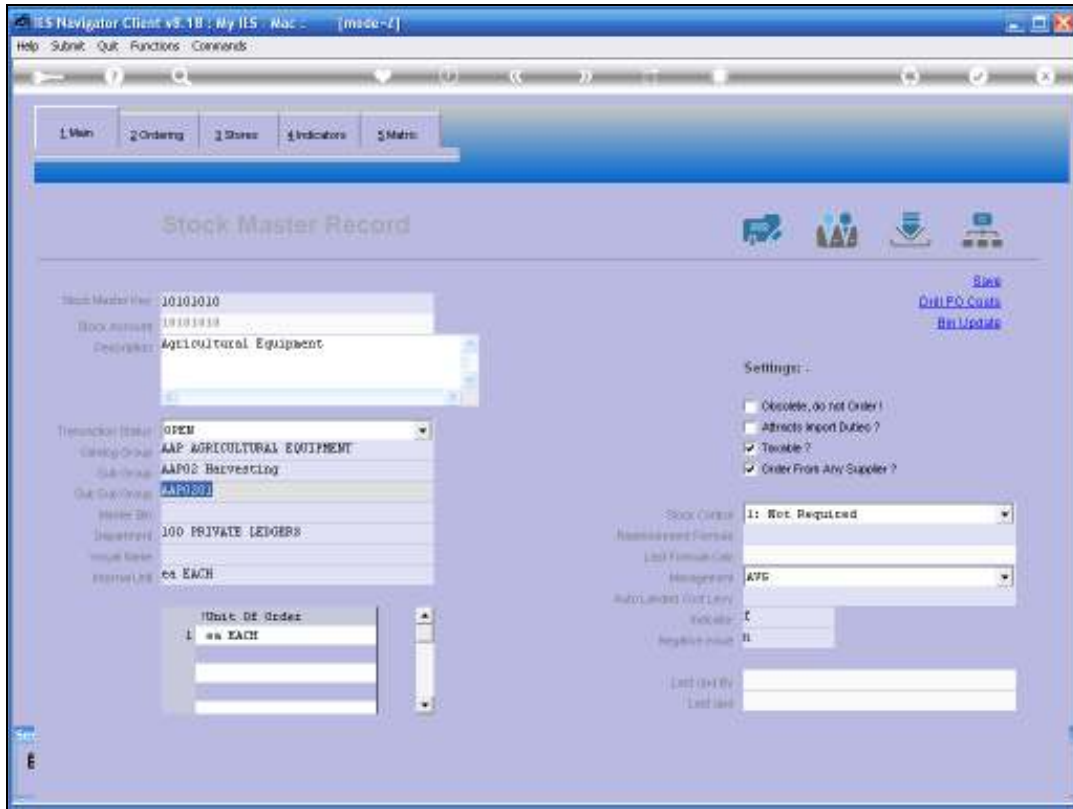
- Stock Master Key: 10101010
- Stock Account: 10101010
- Description: Agricultural Equipment
- Transaction Status: OPEN
- Catalog Group: AAP AGRICULTURAL EQUIPMENT
- Sub-Group: AAP02 Harvesting
- Sub-Sub-Group: AAP0201 General
- Master Bin: [empty]
- Department: 100 PRIVATE LEDGERS
- Visual Name: ea EACH
- Internal Unit: ea EACH
- Unit of Order: 1 ea EACH
- Settings: -
 - Obsolete, do not Order!
 - Attracts Import Duties?
 - Taxable?
 - Order From Any Supplier?
- Stock Control: 1: Not Required
- Replenishment Formula: [empty]
- List Formula Calc: Management
- Auto-Landed Cost Levy: [empty]
- Indicator: [empty]
- Negative Issue: [empty]
- List Used By: [empty]
- List Used: [empty]

Slide 8

Slide notes: Now, in fact, we can choose SAVE and the new Stock Code will be opened. That's how easy it is. However, we will usually want to check whether the Sub and Sub Sub Groups are correct for our new Stock Code, and adjust if necessary. Also, if the new Stock Code key was a mistake and we do not wish to open a new Stock Code like this at all, then we can just quit this screen now and the Stock Code will not be opened.

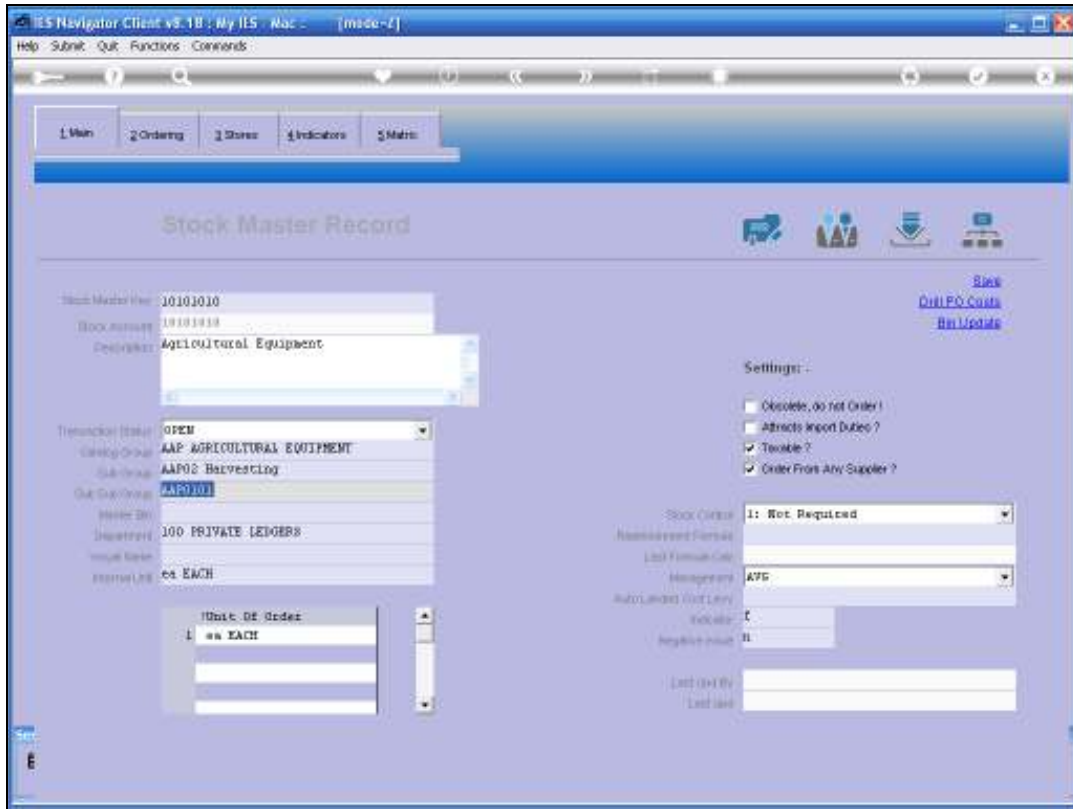


Slide 9
Slide notes:



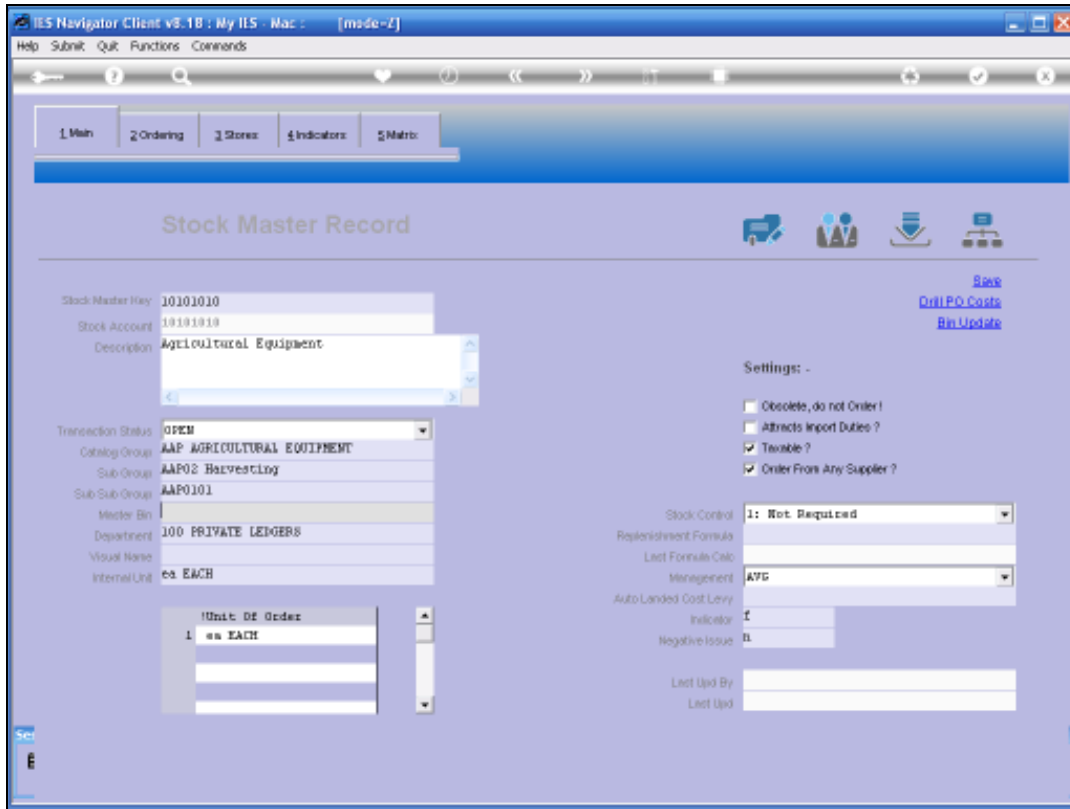
Slide 10

Slide notes:



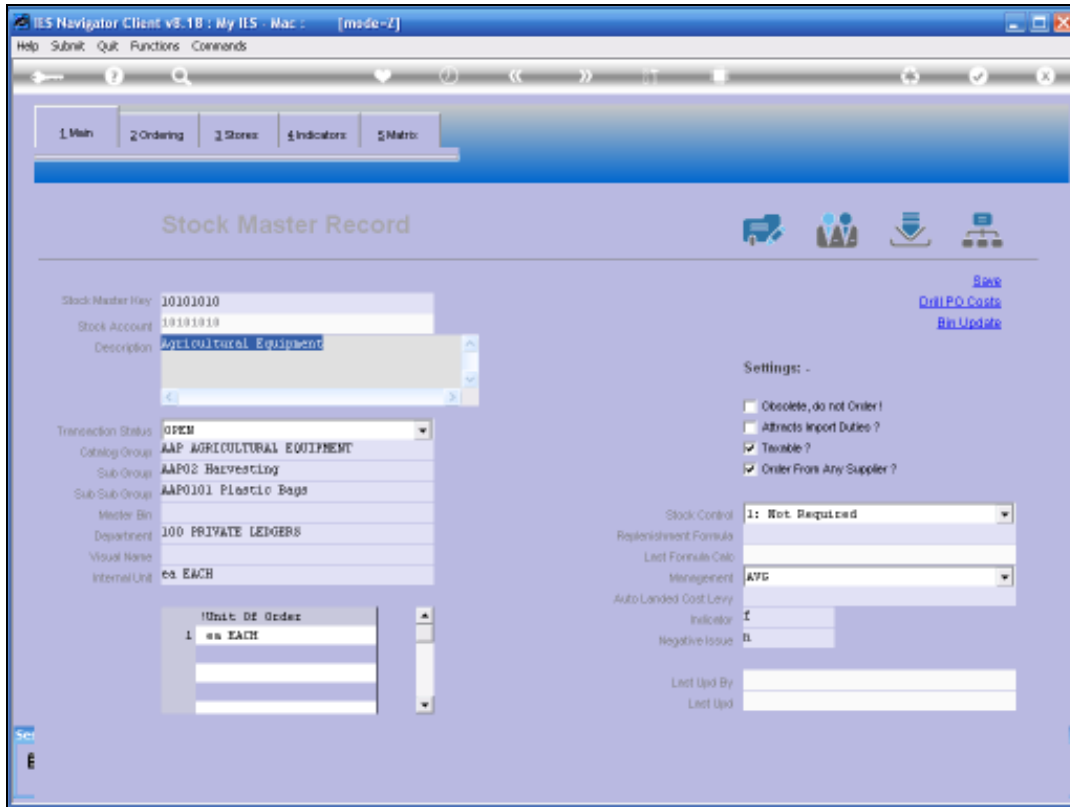
Slide 12

Slide notes: And of course, the Item Description will default to the selected template, but will always be changed to the correct Item Description for this new Stock Code.

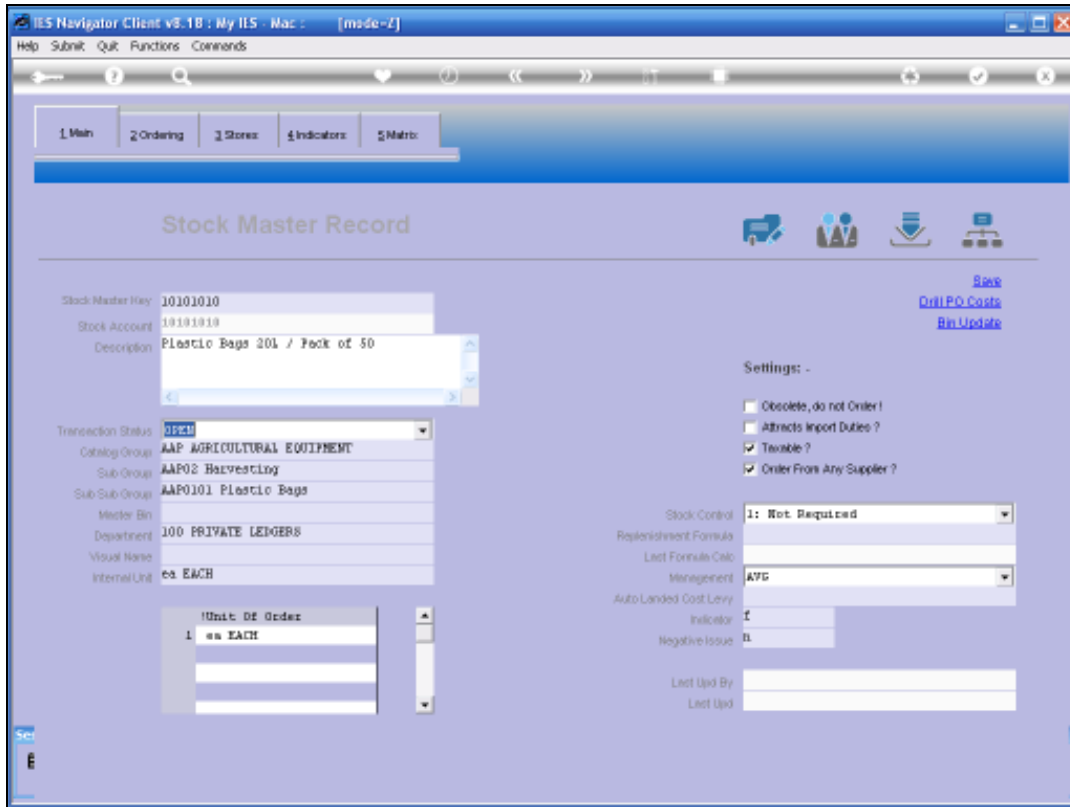


Slide 13

Slide notes:

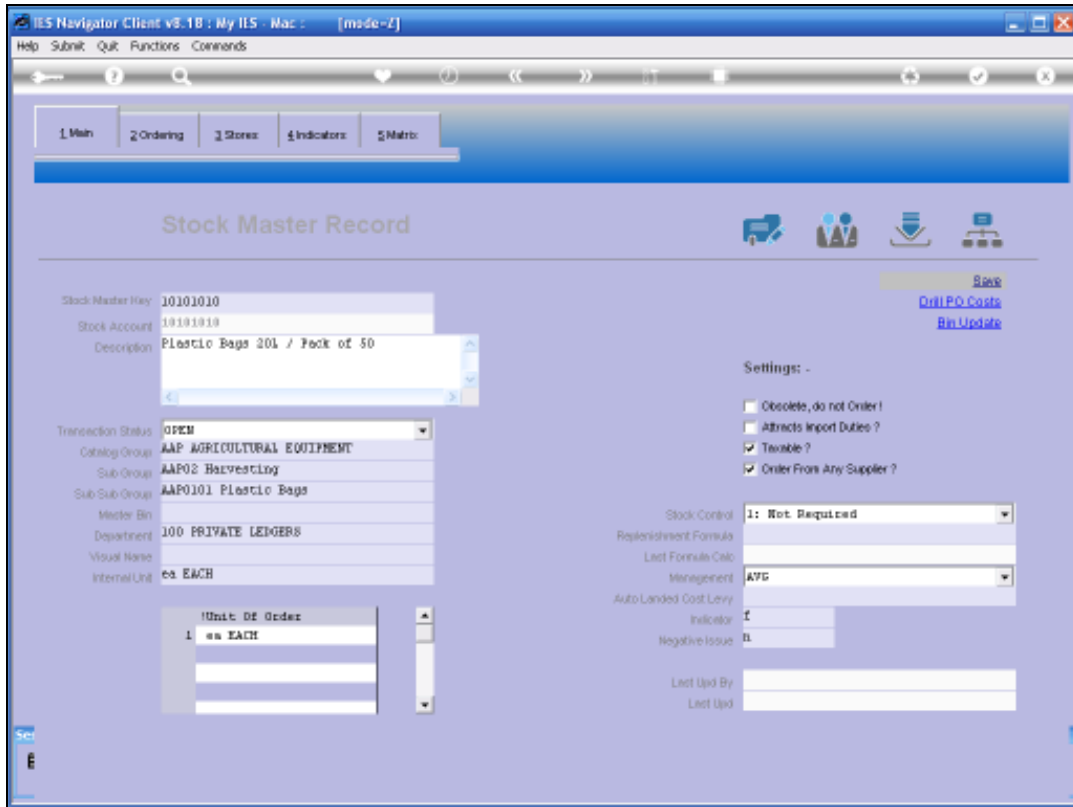


Slide 14
Slide notes:



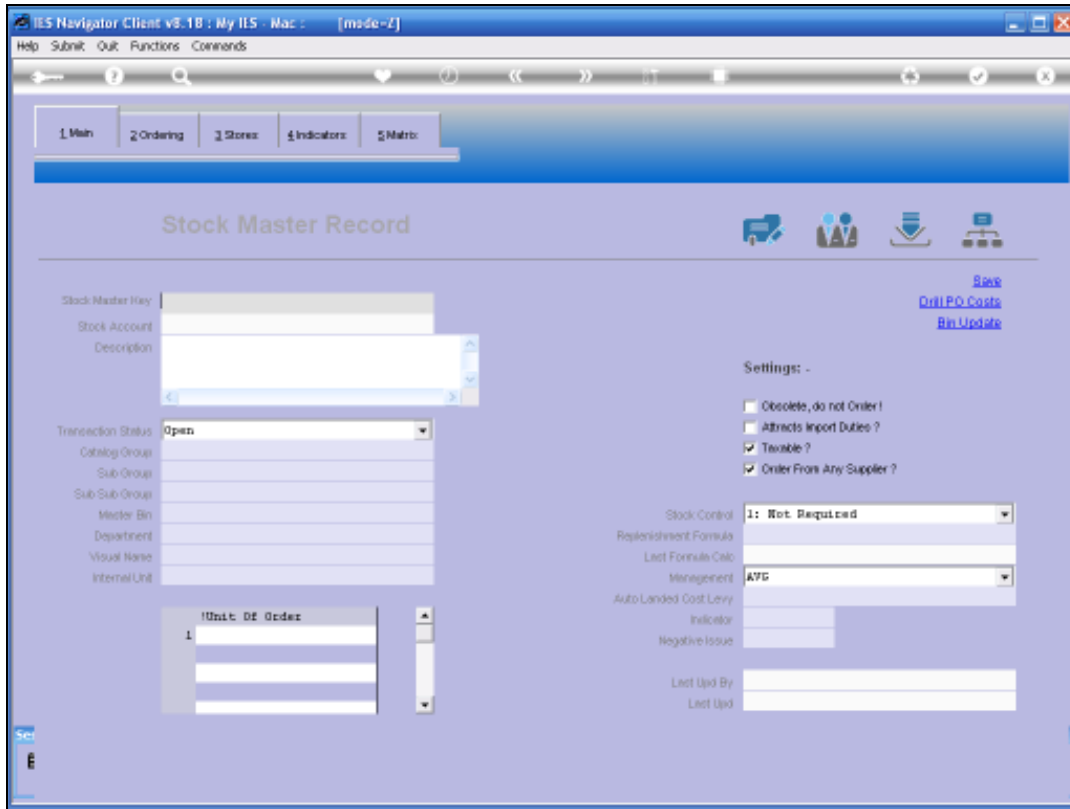
Slide 15

Slide notes:



Slide 16

Slide notes: There is more that we could do, and we can check some of the other fields if necessary, but mostly at this point we can just choose SAVE to create and open the new Stock Code. We can always use the Maintenance option later to make more changes where we want to, if necessary.



Slide 17

Slide notes: The new Stock Code has now been opened. In the tutorial for Maintenance of Stock Codes, we discuss more of the fields in detail.