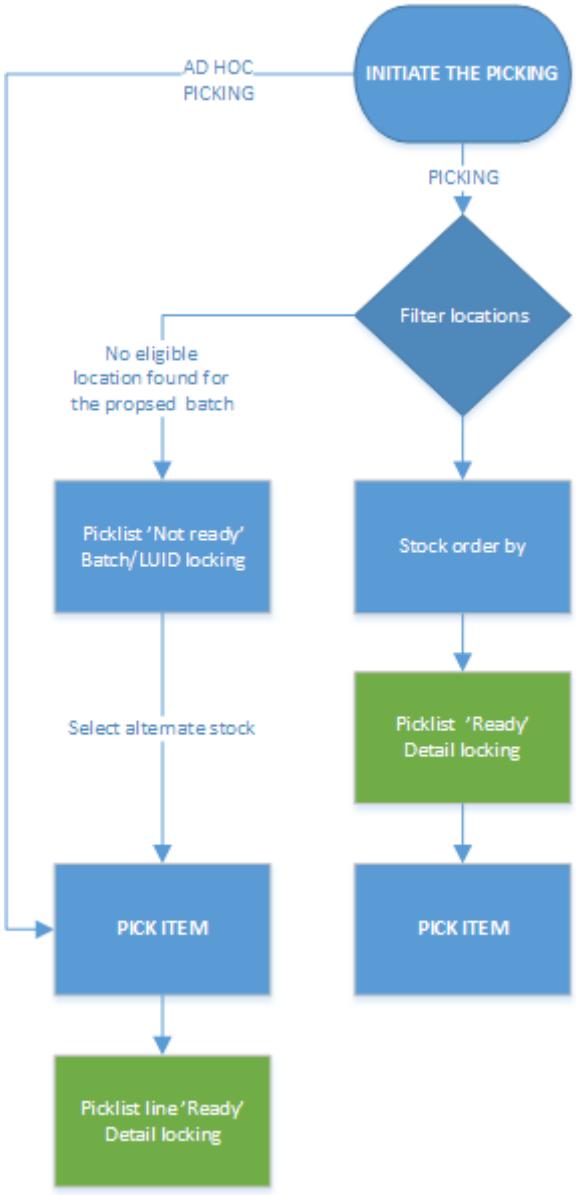
# 4. Initiate the picking




## 4.1. Picking/ Multi-picking/ Zone-picking

After **the pick list has been printed** OR **it has been selected on the scanner**, the **system will select the location** to pick from **based on the following checks/settings**:

- Only locations in the selected warehouse are taken into account
- There is stock of the proposed batch on the location
- Not disallowed location
- Not blocked location

**Depending on the settings of the Pick list controller, bulk locations might be taken into account:**

- If the **"Can the user pick full pallet from bulk location?"** option is flagged and there is a full pallet on the bulk location.

- If the **“Must the user first pick full pallet from bulk location?”** option is also flagged, the full pallet on the bulk location will be allocated.
- If the **“Can the user pick bulk quantity from bulk location?”** option is set to true, the user can pick bulk quantities from bulk locations.

### Stock Allocation Logic

Stock on locations that are allowed for picking will be sorted based on the **Stock order by** setting on the **Pick list controller**, unless the **“Force the user pick full pallet?”** is set.

When the **“Force the user pick full pallet?”** option is enabled:

- the user must pick a full pallet
- the pallet must contain the same or a lower quantity than the quantity that has to be picked

If there is still remaining quantity to pick and no more full pallets are available, stock allocation continues based on the **Stock order by** setting.

### Pick List Status Changes

**If stock from the proposed batch/LUID exists on a location from which the user can pick:**

- the status of the pick list will be changed to **“Ready”**
- the locks for the pick list will be converted **“Detail”** level

If the **“Picking: Make pick list ready for selected line? (Y/N)”** option is enabled on the **pick list controller**, and the user performs picking in the Picking flow:

- then the pick list status changes to **“Partially Ready”** after an item is selected for picking
- only the corresponding pick list line status changes to **“Ready”**
- all other unpicked lines remain in **“Not Ready”** status

#### When stock is NOT available on a pickable location

If there is no stock of the proposed batch/LUID on a location from which the user can pick:

- the pick list status remains **“Not Ready”** and the locks remain on batch/LUID level
- the user must select alternate stock on the scanner
- every batch that is allowed to be picked will be listed on the scanner as alternate stock

### Status After Picking

After a pick list line has been picked:

- the locking is converted to **“Detail”** level
- the line status changes to either **“Picked”** or **“Packed”**, depending on the pick list type and the picking process

If the **“Always status picked”** option is enabled for the pick list type, the line status always changes to **“Picked”**, regardless of the picking process. **If the option is disabled:**

- the status changes to **“Picked”** when picking onto a moveable location
- the status changes to **“Packed”** when picking without a moveable location

## 4.2. Ad hoc picking

The status of the pick list will remain **“Not Ready”** and the locking level will remain **“Batch”** or **“LUID”** after the pick list has been printed or selected on the scanner.

**The stock that can be picked will always be sorted by:**

- BBD
- Batch with smallest free stock
- Pick locations
- Location with most LUID’s
- Non-full pallets
- Smallest quantities per inventory line
- Location sequence

**Note:** Bulk locations are only taken into account if the “**Allow ad hoc picking from bulk locations?**” option is set to true on the **Pick list controller**.

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