10.3.2.3. Count items on location

Identify the product

Scan the product. When no barcode is present, press the ‘Select product’ button and select it from a list. This list contains all the products.

Empty location
If the location is empty press the ‘Location is empty’ button. After pressing the button, the system will ask whether the location is empty. Press the ‘Yes’ button to confirm. Then the system will display the list of differences in stock if configured. When proceeding, the differences will be registered according to the type of cycle count (Lost and Found, Registration).

Scan SSCC

Scan the SSCC the item is on. If there is no SSCC present press the ‘No SSCC’ button.

Enter batch data

If there is no GS1/EAN128 product barcode on the logistic unit, the system will ask to enter additional information about the product manually, e.g. the batch number, second batch number, and/or the best before date (if applicable). If there is a GS1/EAN128 barcode on the logistic unit, the system would have recorded this information directly. After the batch information has been entered, the system will check if the combination of batch/BBD is known in the system. If this is not the case, confirm that the batch/BBD is not known.

Add quantity

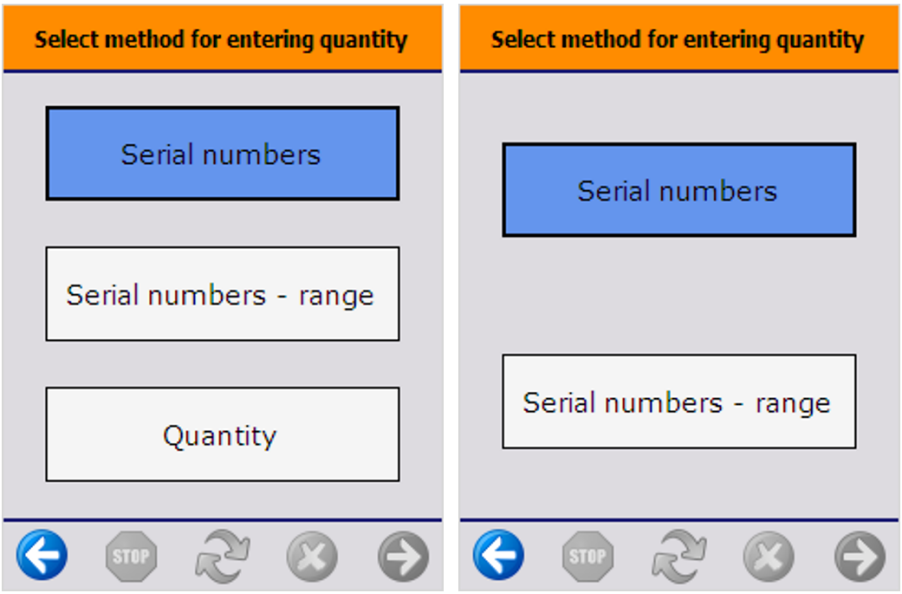
Enter the quantity. For more information about how to enter the quantity please see: Screens for entering additional information.

When the item is managed by 'On every transaction' SAP serial numbers and the track location option is enabled, the quantity must be defined by scanning the serial numbers.

When the item is managed by ’On release only’ SAP serial numbers and the track location option is enabled, the quantity must be entered manually. When there is a negative difference and there are existing serial numbers on the location, the missing serial numbers can be selected during processing the count.

When the item has PMX serial numbers and track location enabled, the quantity can be defined by scanning the serial numbers or entering the quantity. If the '*Force serial numbers during cycle count*' option is enabled for the item, then the quantity can only be added by scanning the serial numbers.

When the item has serial numbers but the track location option is not enabled, the quantity can only be defined by entering it manually. However Produmex does not support these items in the 'Process' step of the cycle count.



Finish process

After entering the quantity, proceed with the next logistic unit on the location. The system will display the 'Cycle count: Scan an SSCC' screen, however the 'Location is empty' button will not be displayed.



After counting the total stock for the item on the location, press the 'Stop' button.
When pressing the 'Stop' button, a confirmation to stop the cycle count is asked.

- Press 'No' to proceed with other logistic units on the location.
- Press 'Yes' to finish the cycle count. After pressing the button, the differences will be shown if

configured. When proceeding, the differences will be registered according to the type of cycle count (Lost and Found, Registration).

Cancel cycle count

To cancel the process, press the left arrow button. The system will check whether there are already entered stock. If there are, the system will ask for confirmation.

- When clicking ‘Yes’, the list of counted stock will be cleared, and no bookings will be done. This can be considered a ‘cancellation’ of the counted stock.
- When clicking ‘No’ the cycle count process can be continued.

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