

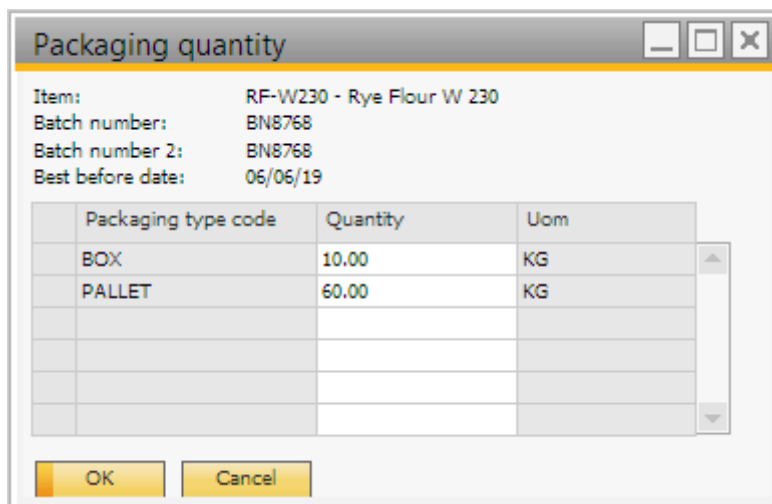
6.1.2. Change

Select an inventory line and click on the 'Change' button to change certain details of the stock. The following properties can be changed:

- Packaging quantity
- Best Before Date
- Quality status
- Second batch number
- Batch attributes

6.1.2.1. Packaging

The packaging quantity can only be changed for items with defined [packaging type](#).



The dialog box titled "Packaging quantity" displays the following information:

Item: RF-W230 - Rye Flour W 230
Batch number: BN8768
Batch number 2: BN8768
Best before date: 06/06/19

Packaging type code	Quantity	Uom
BOX	10.00	KG
PALLET	60.00	KG

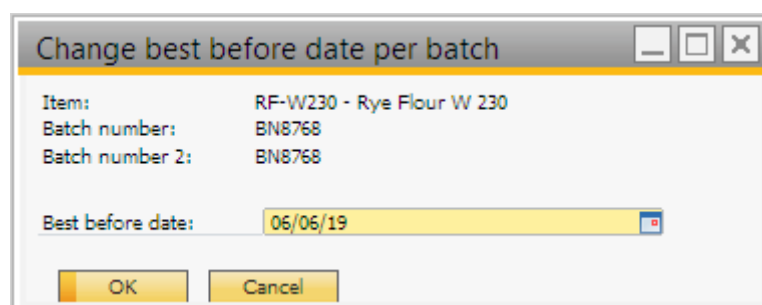
Buttons: OK, Cancel

Adjust the quantity of the packaging type and click on the 'Update' button to apply the new quantity. Click on the 'Cancel' button to close the screen without making any adjustments.

6.1.2.2. Best Before Date

The best before date can only be changed for items with batch number and [best before date](#).

When multiple lines are selected, the system changes only the first selected line.



The dialog box titled "Change best before date per batch" displays the following information:

Item: RF-W230 - Rye Flour W 230
Batch number: BN8768
Batch number 2: BN8768

Best before date: 06/06/19

Buttons: OK, Cancel

Select the new best before date on the calendar and click the Update button. When the best before date is updated, the system also updates the expiration date of the batch number.

If there is more than one best before date for a batch number, the system asks if you want to update the expiration date of the batch number to this new value. If you click Yes, the system updates the best before dates and the expiration date as well.



6.1.2.3. Quality status

Change status to

Select the new [quality status](#) of the stock on the line from the dropdown list. Every quality statuses listed under '*The quality status can go to these quality statuses*' for the current quality status will be listed.

Quantity

Adjust the quantity of the stock for the quality status change. The maximum quantity is the quantity of the stock in the line.

Quantity uom2

Adjust the quantity measured in the second UoM. The Inventory weight is calculated based on the weight set of one piece and the quantity on the line.

Reason

A [reason](#) must be selected if the '*Ask for reason*' option is flagged for the new [quality status](#). Every reason with flagged '*Use for quality status change*' option can be selected.

Extra explanation

Extra explanation must be entered if the '*Requires extra reason text*' option is flagged for the selected [reason](#).



6.1.2.4. Batch number 2

The second batch number can only be changed for items with a [second batch number](#).



Enter the second batch number to the textbox and click on the 'Update' button. **Please note: This change will affect the entire batch.**

Click on the 'Cancel' button to close the screen without making any adjustments.

6.1.2.5. Change batch attributes

The batch attributes can only be changed for items with [batch attributes](#).

Batch attributes control

Batch attribute	Value	Value to
Country of origin (COUNTRY_OF_ORIGIN) ▾	Belgium ▾	Hungary ▾
Manufacturing date (MANUFACTURING... ▾	<input checked="" type="checkbox"/> Monday , April 2, 2018 ▾	<input checked="" type="checkbox"/> Thursday , April 19, 2018 ▾
▾		

Adjust the value of the batch attribute and click on the 'Update' button. Every batch attribute set for the item will be listed. Click on the 'Cancel' button to close the screen without making any adjustments.

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Last update: **2024/10/15 14:49**

