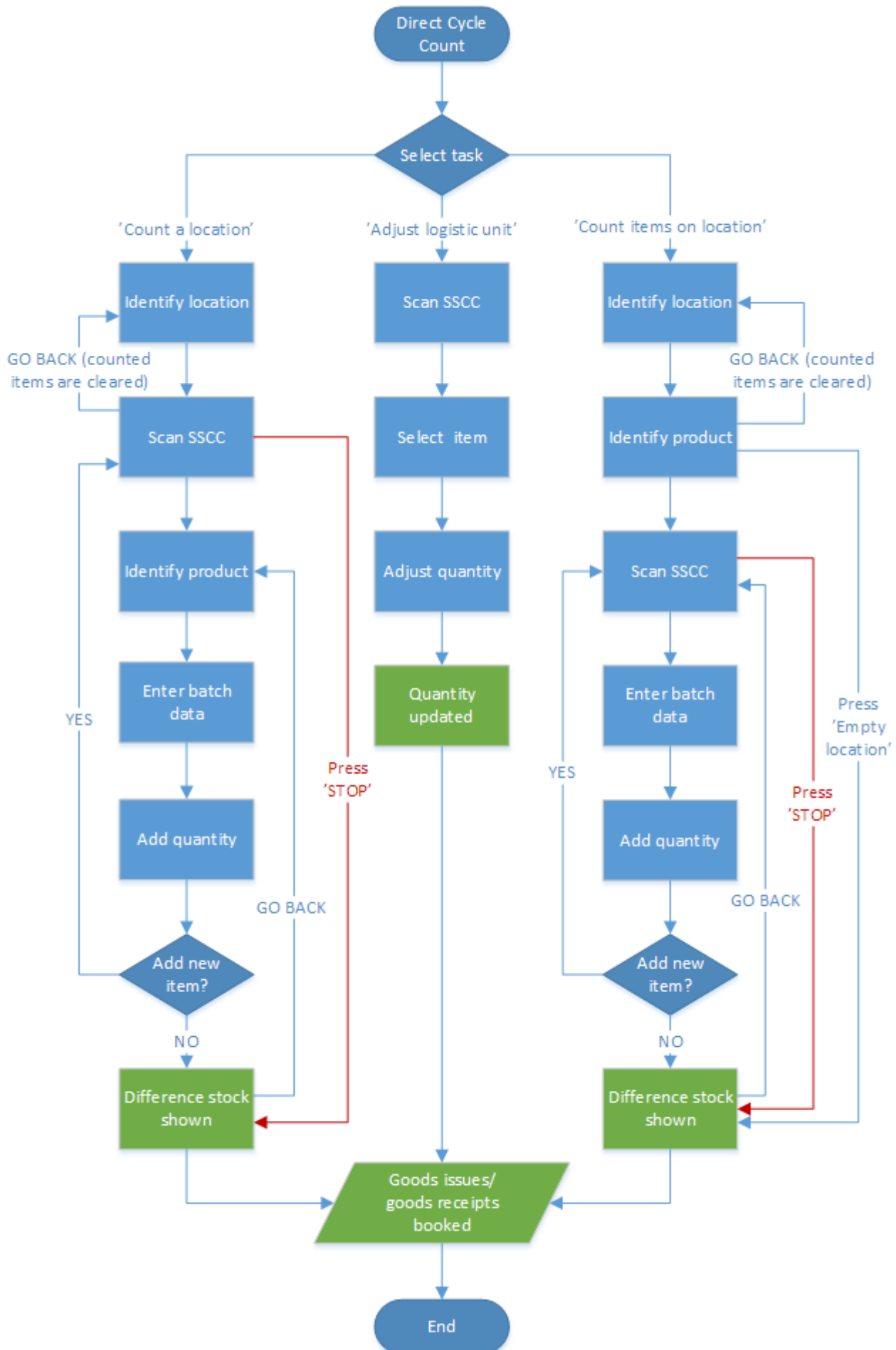
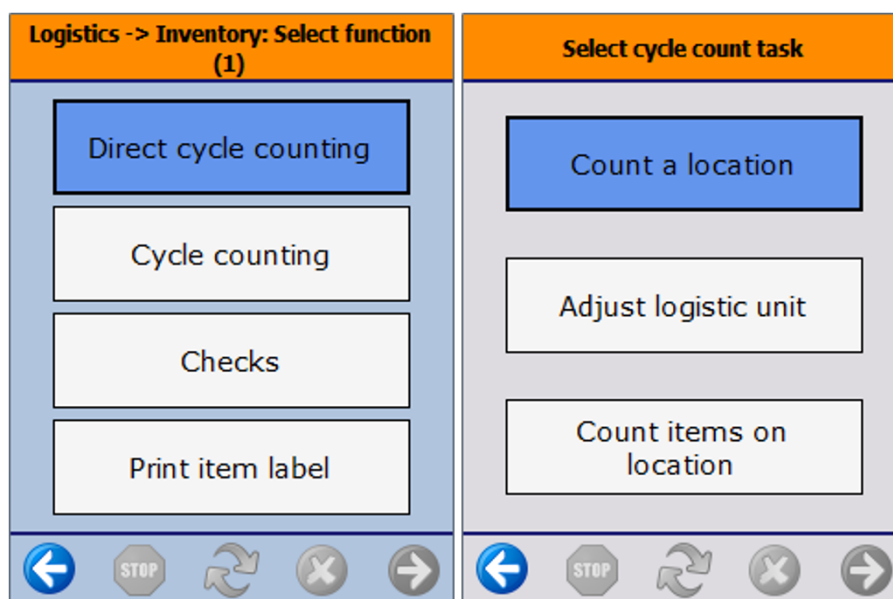


10.2. Direct Cycle Count



- Count location
 - Identify location
 - Scan SSCC
 - Identify product
 - Enter batch data
 - Add quantity
 - Adjust logistic unit
 - Scan SSCC
 - Select item
 - Adjust quantity
-
- Count items on location
 - Identify location
 - Identify product
 - Scan SSCC
 - Enter batch data
 - Add quantity

Select the “Direct cycle counting” function on the handheld terminal.



Select the cycle count task:

- Count location: count all the items on this location.
- Adjust logistic unit: count all the items on the selected logistic unit.
- Count items on location: count only a certain product on the location.

10.2.1. Count location

Identify location

Identify the location for which cycle counting has to be done.

Scan a location	Scan an SSCC	Stopping Cycle counting
<div>--> BarCode <--</div> <div>Select location</div>	<div>--> BarCode <--</div> <div>No SSCC</div>	<div>Do you want to stop the cycle counting and send the counted items to the inventory?</div> <div>Yes No</div>
<div>← STOP ↻ × →</div>	<div>← STOP ↻ × →</div>	<div>← STOP ↻ × →</div>

Scan SSCC

Identify the logistic unit on which the item is stored or to select "No SSCC" in case the item is not stored on an existing logistic unit.


Stop process

To stop the process, press the 'Stop' button. After pressing the button, the system will ask for confirmation.

- Press 'No' to proceed with the cycle count.
- Press 'Yes' to finish the cycle count. After pressing 'Yes', the differences will be shown if configured. If no item was counted during the cycle count, the location will be booked as an empty location.

Identify product

Scan or select an item. It is possible to scan the GTIN on the product or the GS1/EAN128 barcode on the logistic unit (in case of a mono pallet). When selecting a product manually, the complete item list will open, as it is always possible that any item which has not been registered administratively at that location, may be present there.

Scan a product	Identify Batch Number	Enter Best Before Date
<div>--> BarCode <--</div>  <div>Select a product</div>	<div></div>	<div> <div>06</div> / <div>29</div> / <div>2016</div> <div>month</div> <div>day</div> <div>year</div> </div>
<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>	<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>	<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>

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 there is a GS1/EAN128 barcode on the logistic unit, the system would have recorded this information directly.



Add quantity

Enter the quantity.

Enter the number of items	Process a new item	Difference stock - counted items
<div> <div>−</div> <div>5</div> <div>+</div> </div> <div>PCS</div>	<div>Do you want to count a new item? Choose [Yes] to continue and [No] to finalize the cycle counting</div> <div> <div>Yes</div> <div>No</div> </div>	<div></div> <div> <div>↑</div> <div>↓</div> </div>
<div>ITEM02 - Anoter test item - 12345678901231</div> <div>Batch number 1692016</div> <div>Best Before date 6/29/2016</div> <div>Quantity 0 PCS</div> <div>SSCC 000000000000001656</div>		
<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>	<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>	<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>

Add new item or finish process




After the confirmation of the quantity, the system asks whether to count an additional item at that location. When pressing 'Yes', the counting process will proceed with a new item. When pressing 'No', the system calculates if there is a difference between the quantity of items counted on the location and the registered quantity in the inventory report.

Process a new item	Difference stock - counted items	Leaving cycle counting process
<p>Do you want to count a new item? Choose [Yes] to continue and [No] to finalize the cycle counting</p> <p>Yes No</p>	<p> 55 PCS ITEM02, ITEM02 - Anoter test item - 12345678901... H2951 - 6/24/2018 0000000000000000116</p> <p> -24 PCS ITEM02, ITEM02 - Anoter test item - 12345678901... H3752 - 6/24/2018 0000000000000000079</p>	<p>If you leave this process, all the data entered will be lost! Are you sure to stop the current counting?</p> <p>Yes No</p>

When there is no difference, the system will display an empty 'Difference stock' screen.

When there is a difference, the following will be shown on the screen:

- In the case the difference is positive, the handheld will show a blue arrow pointing upward. (Items with differing batch data will be counted as a new item as well.)
- In the case the counted item is new for this location, the handheld will show a green arrow pointing upwards to the right.
- In the case the difference is negative (i.e. less stock at the location than registered in inventory), the handheld will show a red arrow pointing downwards to the right and add a minus sign before the quantity.

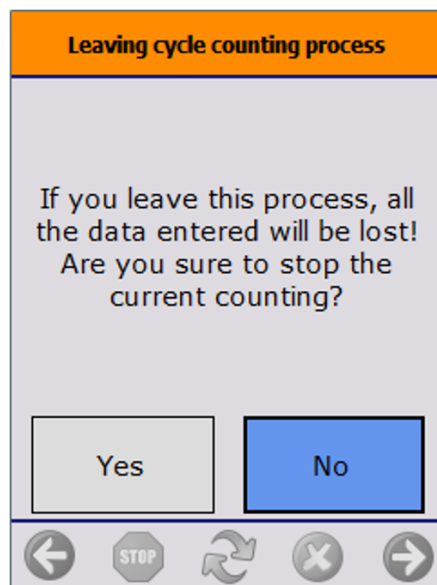
Difference stock - counted items	Difference stock - counted items	Difference stock - counted items
<p> 1 PCS ITEM02, ITEM02 - Anoter test item - 12345678901... 64567 - 5/31/2016 00000000000000001229</p>	<p> 10 KG ITEM01, ITEM01 - normal test - 12345678901248</p>	<p> -2 PCS / -105 KG ITEM06, ITEM06 - Catch weight PR15316 - 6/1/2016</p>

Press the right arrow button to confirm the differences. After that, the system books positive differences as “Goods Receipt” and negative differences as “Goods Issue”. The pricelist defined on the Cycle count controller is used on these documents.

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.



10.2.2. Adjust logistic unit

Scan SSCC

Identify the SSCC. After identifying the SSCC, the system will display all the items stored on the SSCC.

Scan an SSCC	Items on SSCC	Enter the number of items	
<div>--> BarCode <--</div> 	<div> <div> D2.1 #1 PCS ITEM02 - Anoter test item - 12345678901231 000000000000001588 H2951 6/24/2018 </div> <div> D2.1 #3 KG ITEM01 - normal test - 12345678901248 000000000000001588 </div> </div>	<div> <div> - 2 + </div> <div>KG</div> </div> <div> ITEM01 - normal test - 12345678901248 Batch number Current quantity: 3 KG SSCC 000000000000001588 </div>	<div>The quantity is updated.</div> <div>OK</div>

Select item

Select an item from the list.

Adjust quantity

Adjust the quantity of the selected item. If the quantity in stock matches with the quantity in the inventory, the system goes back to the list of the items on the SSCC. If the quantity in stock does not match with the quantity in the inventory, the system updates the quantity in the inventory. After the system update, the counting can be continued on another SSCC.

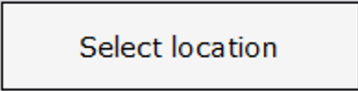
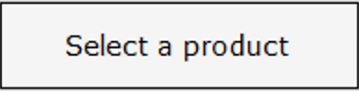
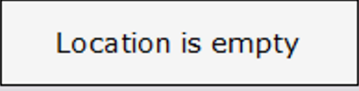
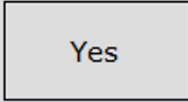
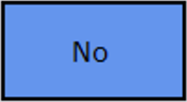



10.2.3. Count items on location

Identify location

Identify the location for which cycle counting has to be done.








Identify product

Select the item to count on the location. It is possible to scan the GTIN on the product or the GS1/EAN128 barcode on the logistic unit (in case of a mono pallet). When selecting a product manually, the complete item list will open, as it is always possible that any item which has not been registered administratively at that location, may be present there.

Scan a location	Scan a product	Cycle count: Empty location
--> BarCode <--	--> BarCode <--	
	 	Are you sure this location is empty?
		 
		

Empty location

If the location is empty, press on the 'Location is empty' button. After pressing the button, the system will ask for confirmation whether the location is empty or not. When pressing the 'Yes' button, the system books this location as an empty location and the counting can be continued on another location. Scan an SSCC. If there is no SSCC present, press the 'No SSCC' button.

Cycle count: Scan a SSCC	Identify Batch Number	Enter Best Before Date	Enter the number of items
--> BarCode <--		06 / 29 / 2016 month day year	  5 PCS
			ITEM02 - Anoter test item - 12345678901231 Batch number 1692016 Best Before date 6/29/2016 Quantity 0 PCS SSCC 000000000000001656
			

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 there is a GS1/EAN128 barcode on the logistic unit, the system would have recorded this information directly.

Adjust quantity

Enter the quantity.

Add new item or finish process

After the confirmation of the quantity, the system asks whether to count an additional item at that location. When pressing 'Yes', the counting process will proceed with a new item. When pressing 'No', the system calculates if there is a difference between the quantity of items counted on the location and the registered quantity in the inventory report.

Process a new item	Difference stock - counted items	Leaving cycle counting process
<p>Do you want to count a new item? Choose [Yes] to continue and [No] to finalize the cycle counting</p> <p>Yes No</p>	<p>55 PCS ITEM02, ITEM02 - Anoter test item - 12345678901... H2951 - 6/24/2018 0000000000000000116</p> <p>-24 PCS ITEM02, ITEM02 - Anoter test item - 12345678901... H3752 - 6/24/2018 0000000000000000079</p>	<p>If you leave this process, all the data entered will be lost! Are you sure to stop the current counting?</p> <p>Yes No</p>

When there is no difference, the system will display an empty 'Difference stock' screen.

When there is a difference, the following will be shown on the screen:

- In the case the difference is positive, the handheld will show a blue arrow pointing upward. (Items with differing batch data will be counted as a new item as well.)
- In the case the counted item is new for this location, the handheld will show a green arrow pointing upwards to the right.
- In the case the difference is negative (i.e. less stock at the location than registered in inventory), the handheld will show a red arrow pointing downwards to the right and add a minus sign before the quantity.

Difference stock - counted items		Difference stock - counted items		Difference stock - counted items	
<div> <div>1 PCS</div> <div>ITEM02, ITEM02 - Anoter test item - 12345678901...</div> <div>64567 - 5/31/2016</div> <div>000000000000001229</div> </div> <div></div>	<div>↑</div> <div>↓</div>	<div> <div>10 KG</div> <div>ITEM01, ITEM01 - normal test - 12345678901248</div> </div> <div></div>	<div>↑</div> <div>↓</div>	<div> <div>-2 PCS / -105 KG</div> <div>ITEM06, ITEM06 - Catch weight</div> <div>PR15316 - 6/1/2016</div> </div> <div></div>	<div>↑</div> <div>↓</div>
<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>		<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>		<div> <div>←</div> <div>STOP</div> <div>↺</div> <div>✕</div> <div>→</div> </div>	

Press the right arrow button to confirm the differences. After that, the system books positive differences as “Goods Receipt” and negative differences as “Goods Issue”. The pricelist defined on the Cycle count controller is used on these documents.

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.

Leaving cycle counting process

If you leave this process, all the data entered will be lost!

Are you sure to stop the current counting?

Yes

No

←

STOP

↺

✕

→

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