

# 6.1. Inventory report

The inventory report provides information about the current state of the inventory in warehouses managed by Produmex.

The inventory report is available through the menu:

- Produmex > Inventory report
- Produmex > Reports > Inventory report.

Add filters for the inventory report on the opening 'Inventory report - selection criteria' screen.


The inventory report can be opened directly by the following steps:

- Click on the 'PMX Inventory' button on the Item Master Data screen of an item. Only the stock of that item will be shown.
- Click on the 'Inventory' button on the main screen of an Organizational Structure element. Only the stock of that element will be shown.

## Inventory report - selection criteria



### *Item Number From - To*

Enter the item code to the Item Number From field or select from a list after clicking on the  icon. The filter will get all stock of the selected item(s).

To filter the report for multiple items, add the first item to the 'Item Number From' field and the last item to the 'To' field. The filter will get all stock for items starting from the 'From' item to the 'To' item where the items are sorted alphabetically.


### *Item Group*

Select the item group. The filter will get all stock of items in the selected item group.


### *Barcode*

Add the barcode. The filter will get all stock of items with the added barcode.


### *Storage location from - To*

The 'From' - 'To' location. Enter a location code or click on the  icon and select a location from a list. Only stock stored on the selected location(s) will be listed on the inventory report. To filter on only one location, only enter it in the 'From' field.

### *Warehouse*

Enter the warehouse code or click on the  icon and select the warehouse from a list. Only stock stored in the selected warehouse will be listed on the inventory report.

### *Batch Number From - To*

The 'From' - 'To' batch number. Enter the batch number or click on the  icon and select the batch from a list. The filter will get all stock of items with the selected batch number(s). To filter on only one batch, only enter it in the 'From' field.


### *SSCC*

Enter the SSCC number. The filter will only get stock linked to added SSCC number.

### LUID

Enter the LUID. The filter will only get stock linked to the added LUID.

### Supplier

Enter the Card Code of the supplier click on the  icon and select it from a list. Only 'vendor' type business partners are listed. The filter will get all stock received from the selected vendor.

### Supplier pallet number

The [specific pallet number](#) belonging to a business partner. The filter will only get stock linked to the selected supplier pallet.

### Quality status

Select a [quality status](#) from the list. Every quality status defined for the company will be listed. The filter will only get stock with the selected quality status.

### Master SSCC

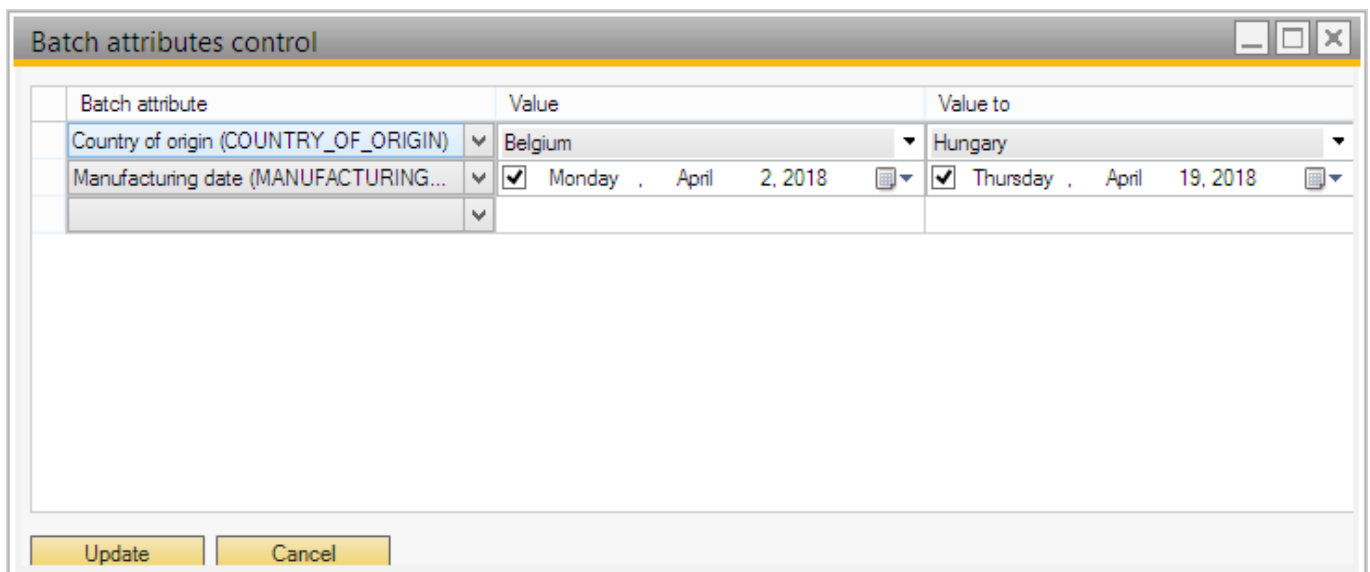
The Master SSCC number. The filter will only get stock linked to the added SSCC number.

### Master LUID

The Master LUID. The filter will only get stock linked to the added LUID.

### Batch attributes

Click on the '...' button to open up the 'Batch attributes control' screen.



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

Update Cancel

- Batch attribute: Select a batch attribute from the dropdown list. Every batch attribute type defined on the Batch attribute types user table will be listed. It is possible to select multiple batch attributes for filtering.
- Value - Value To: Define the value range by selecting a start and an end value.

Press the 'Update' button to add the filter. After the filter has been added, it is marked with \*\*\* on the 'Inventory report - selection criteria' screen.

Press the 'Cancel' button to close the screen without adding a filter.

### Group by

Select a grouping option. By default the grouping option is 'Detail'. Possible values:

- **Item:** Products with identical item code and quality status are grouped together.
- **Warehouse:** Products with identical item code and quality status, located in the same warehouse are grouped together.
- **Batch number:** Products with identical item code, quality status and batch details, located in the same warehouse are grouped together.
- **Storage location:** Products with identical item code and quality status, located in the same warehouse and storage location are grouped together.
- **Detail:** Products with identical item code, quality status and batch details, located in the same warehouse and storage location and linked to the same LUID are grouped together.

	Item code	Quality status	Warehouse	Storage location	Batch details	LUID
<b>Item</b>	✓	✓				
<b>Warehouse</b>	✓	✓	✓			
<b>Batch number</b>	✓	✓	✓		✓	
<b>Storage location</b>	✓	✓	✓	✓		
<b>Detail</b>	✓	✓	✓	✓	✓	✓

Click on 'Ok' to open the inventory report or click on 'Cancel' to close the screen without opening the report.

### Inventory report

List elements are sorted based on the following:

- If the Group by option is set to *Detail*, results are sorted based on the 'Order by - Details' setting of the [Inventory controller](#).
- If the Group by option is set to *Storage location*, results are sorted by: Item code - Warehouse - Storage Location
- If the Group by option is set to *Batch number*, results are sorted by: Item code - Batch number - Quality status - Warehouse
- If the Group by option is set to *Warehouse*, results are sorted by: Item code - Quality status - Warehouse
- If the Group by option is set to *Item*, results are sorted by: Quality status - Item code

Item Code	Barcode	Description	Batch number	Warehouse	Storage location	Quality status	Quantity	Uom
RF-W200	123456789	Rye Flour W 200	B16768	06/06/19	12094	01	5.00	KG
RF-W200	123456789	Rye Flour W 200	B16768	06/06/19	12095	01	5.00	KG
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	02	2.00	Gram
WF-W200	867654321	Wheat Flour W 200	VF101017	10/10/18	3064	01	9.990	Gram
WF-W200	867654321	Wheat Flour W 200	VF101117	10/10/18	3065	01	10.000	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.50	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.50	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	2450217	04/04/20	2053	01	1.00	Gram
WF-W200	867654321	Wheat Flour W 200	VF101017	10/10/18	3064	01	20.00	Gram

**Item Code:**  
The item code.

**Barcode:**

The barcode.

*Description:*

The item description.

*Batchnumber:*

The batch number.

*Batchnumber2:*

The second batch number.

*Best Before Date:*

The best before date.

*Batch ID:*

The batch ID.

*LUID:*

The LUID.

*SSCC:*

The SSCC number.

*Warehouse:*

The code of the warehouse where the stock is located.

*Storage location:*

The code of the storage location where the stock is located.

*Storage location name:*

The name of the storage location where the stock is located.

*Quality status:*

The quality status.

*Quantity:*

The quantity measured in the inventory UoM.

*Uom:*

The inventory unit of measure.

*Quantity2:*

The quantity measured in the second unit of measure.

*Uom2:*

The second unit of measure.

*Supplier pallet number:*

The [specific pallet number](#) belonging to a business partner.

*Gr nr.:*

The document number of the Goods Receipt PO document linked to the stock.

**Gr date:**

The Goods Receipt PO document date.

**Supplier code:**

The Card Code of the vendor.

**Supplier:**

The name of the vendor.

**PMX warehouse:**

The Produmex warehouse code.

**Master LUID:**

The master LUID.

**Master SSCC:**

The master SSCC number.


**Is full pallet? (Y/N):**

Indicates whether something was removed from this logistic unit or not since it was created.

**ItmsGrpCod:**

The code of the item group where the item belongs.

Click on 'Ok' to close the screen.

Click on the  icon on the Menu Bar to refresh the screen.

## 6.1.1. Locking

With the locking function new lockings can be created or existing inventory locks can be viewed. For more information about inventory locks please see: [Inventory lock](#)

### 6.1.1.1. Add

It is possible to add locks manually for a customer, a sales order or a sales invoice. Select an inventory line to lock and click on Locking > Add. A 'Locked quantity- Add' screen will open up.

*Note: It is not possible to create locks when the 'Group by option' of the inventory report is 'Item'.*

Advance locking is only considered during the pick list proposal creation/generation, but not later in the process. Advance locking is not taken into consideration when selecting alternate stock for picking/pick list either.



Customer

Enter the Card Code of the customer or select the customer on 'List of Business Partners' screen. The name of the customer will be automatically filled in after the system identifies it. After the customer has been selected, only sales orders or sales invoices linked to that customer can be added.  
Mandatory field.

### Sales order

Enter the document number of the sales order or select it on the 'List of Sales Orders' screen. After the sales order has been selected, the customer field will be automatically filled in.

### Sales invoice

Enter the document number of the sales reserve invoice or select it on the opening 'List of A/R Invoices' screen after clicking on the icon. After the A/R reserve invoice has been selected, the customer field will be automatically filled in.

### Quantity

Define the quantity to lock.

In the case of batch level locking, the maximum quantity is the open quantity of the batch.

In the case of LUID level locking, the maximum quantity is the open quantity of the batch linked to the LUID.

### Lock level

Select a lock level. Possible values: 'Batch' or 'LUID'.

Click on the 'Update' button to add the lock. Click on the 'Close' button to close the screen without making any adjustments.

## 6.1.1.2. View

Click on Locking > View to see the inventory locks for the item on the selected line. A 'Locked quantity' window will open up. Every 'Batch', 'LUID' and 'Detail' level locked stock of the item on the selected line stored in a PMX warehouse will be listed.



Item Code	Description	Batchnumber	Batchnumber 2	Best Befo...	Batch ID	Quality Status	LUID	SSOC	Storage Location	Warehouse	Quantity	Uom	Quantity uom2	Uom 2	Customer ...	Customer name	Type	Doc num	Line	Is created by the system?
WF-W200	Wheat Flour W 200	WF101017	WF101017	10/10/18	3064	RELEASED			SA.ML002	01	10.000	Gram	0.000				Pick list	8182	6	<input type="checkbox"/>
WF-W200	Wheat Flour W 200	WF101017	WF101017	10/10/18	3064	RELEASED			SA.ML002	01	10.000	Gram	0.000				Pick list	8182	7	<input type="checkbox"/>
WF-W200	Wheat Flour W 200	WF101117	WF101117	10/10/18	3065	RELEASED				01	50.000	Gram	0.000		C00002	Customer 2		0	0	<input type="checkbox"/>
WF-W200	Wheat Flour W 200	WF101117	WF101117	10/10/18	3065	RELEASED				01	20.000	Gram	0.000		C00005	Customer 5		0	0	<input type="checkbox"/>

### Item Code:

The item code.

### Description:

The item description.

### Batchnumber:

The batch number.

*Best Before Date:*

The best before date.

*Quality Status:*

The quality status.

*LUID:*

The LUID linked to the stock. The field is empty if the level of the locking is 'Batch'.

*SSCC:*

The SSCC linked to the stock. The field is empty if the level of the locking is 'Batch'.

*Storage Location:*

The code of the storage location where the stock is located. The field is only filled if the level of the locking is 'Detail'.

*Warehouse:*

The warehouse where the stock is located.

*Quantity:*

The locked quantity.

*Uom:*

The inventory uom of the item.

*Type:*

The type of the base document causing the inventory lock.

*Doc num:*

The number of the base document.

*Line:*

The line number of the line in the base document the locked stock is linked to.

*Is created by the system?: (Y/N)*

Indicates whether the lock was created by the system or a user.

Click on the 'Ok' button to close the screen.

Click on the 'Delete' button to delete the selected lock. Only user created locks can be deleted.

Click on the 'Adjust' button to change the locked quantity of the selected line. Only user created locks can be adjusted.

Click on the  icon on the Menu Bar to refresh the screen.

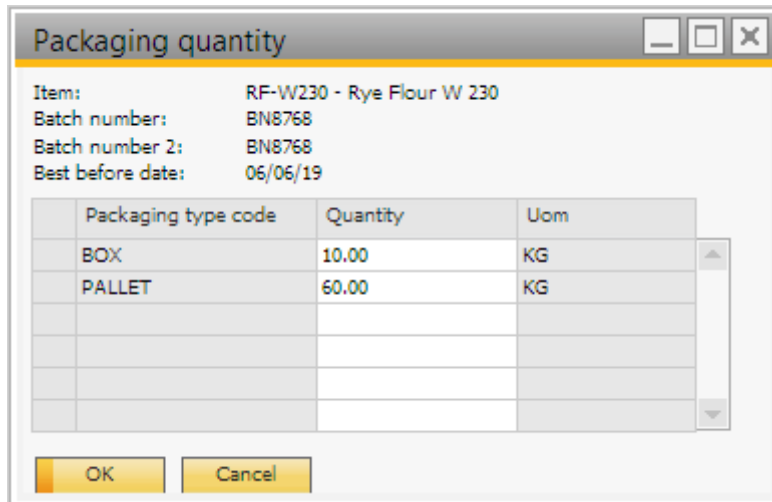
## 6.1.2. Change

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](#).

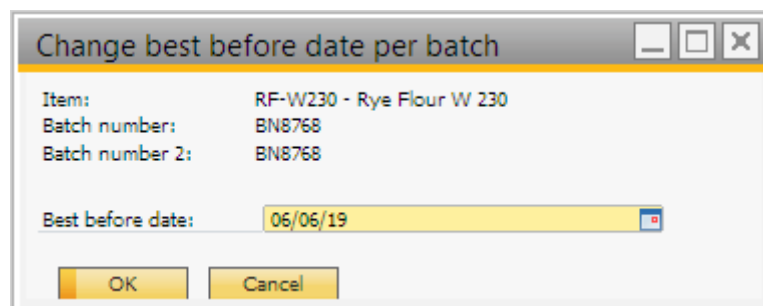


Adjust the quantity of the packaging type and click on the 'Update' button to apply the new quantity. Click on the 'Cancel' button to close the screen without making any adjustments.

### 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.



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 attribute	Value	Value to
Country of origin (COUNTRY_OF_ORIGIN) ▼	Belgium ▼	Hungary ▼
Manufacturing date (MANUFACTURING... ▼	Monday, April 2, 2018 ▼	Thursday, April 19, 2018 ▼

Update Cancel

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.

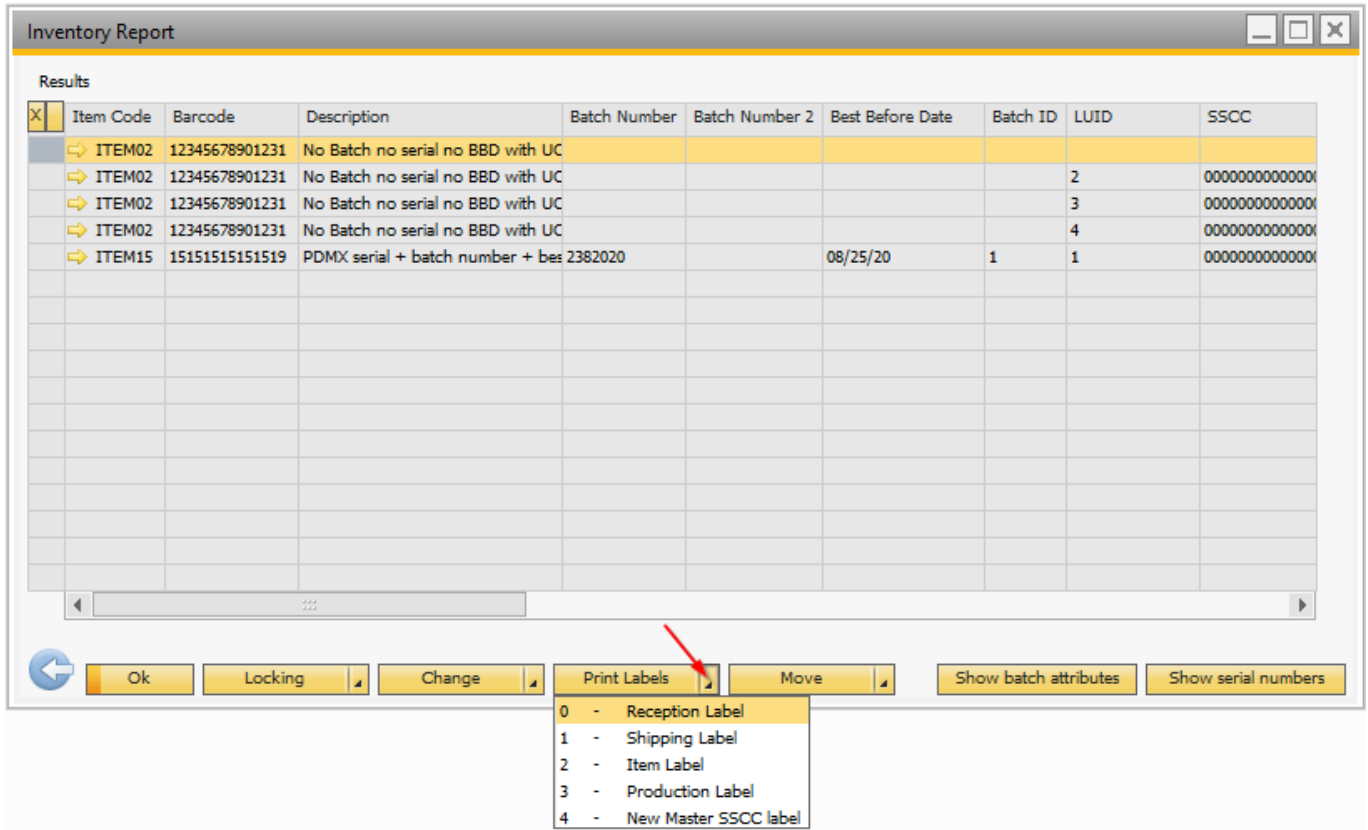
## Print Labels with Inventory Report

With the Inventory Report the following labels can be printed:

- Reception label
- Shipping label
- Item label
- Production label
- New Master SSCC label

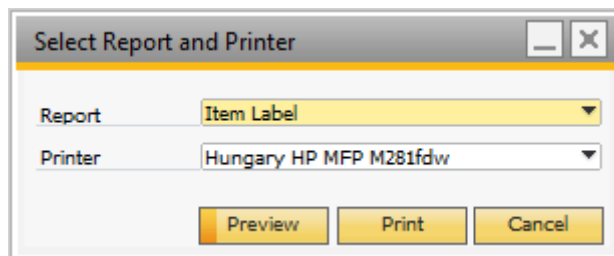
To perform the printing, proceed as follows.

1. In the Produmex menu, navigate to Reports > Inventory Report and search for the given product.
2. In the Inventory Report window click on the arrow sign of the Print Labels button.
3. Select a label.



4. Select a report and a printer. The Report drop-down menu lists only those reports that has the necessary [report type](#) (see Label and Report Types table below).

5. Click Print.



**Label and Report Types table**

Label	Report Type
Reception label*	Goods Receipt Label type
Shipping label*	Shipping Label type
Item label	Item Label type
Production label	Production Label type
New Master SSCC label	New Master Logistic Unit Label type

\*Note: The system opens the Select Report and Printer form only if the selected stock has a linked LUID.

## 6.1.4. Move

For more information please see:

- [Make move order](#)
- [Perform move](#)

## 6.1.5. Show

### 6.1.5.1. Batch attributes

Click on the 'Show batch attributes' button the see the batch attributes linked to the selected line.

*Batch attribute:*

The batch attribute type. Every batch attribute set for the item on the selected line will be listed.

*Value:*

The batch attribute value.

Please note: Batch attributes will be only shown when the group by option is set to 'Batch number' or 'Detail'.

Click on the 'Hide batch attributes' button the hide the batch attributes section from the Inventory report screen.

The screenshot shows the 'Inventory report' window. At the top, there is a 'Results' section with a 'Refresh' button. Below it is a table with columns: Item Code, Barcode, Batchnumber, Batchnumber 2, Best Before Date, Batch ID, LUID, SSCC, Warehouse, Storage location, Quality status, Quantity, Uom, Supplier code, and I. The table contains several rows of data, with the row for 'mCSHW' (Batchnumber 05817) highlighted in yellow. Below the table is a 'Batch attributes' section with a table showing 'Batch attribute' and 'Value'. The attributes listed are: Country of origin (Vietnam), Location (Red River Delta), and Organic (No). At the bottom of the window, there are several buttons: 'Ok', 'Locking', 'Change', 'Print labels', 'Move', 'Hide batch attributes', and 'Show serial numbers'.

Item Code	Barcode	Batchnumber	Batchnumber 2	Best Before Date	Batch ID	LUID	SSCC	Warehouse	Storage location	Quality status	Quantity	Uom	Supplier code	I.
mALMN			966742		2103			01	A2.1	RELEASED	10.00	KG		
mBFRS	05818				2094	3418	00000000000004145	01	A1.1	RELEASED	25.00	KG	V0002	
mBFRS	05819				2095	2379	00000000000003742	01	A1.1	RELEASED	25.00	KG	V0001	
mBFRS	05820				2096	2380	00000000000003759	01	A1.1	RELEASED	25.00	KG	V0001	
mCSHW	05817				2100	2384	00000000000003797	01	A1.1	RELEASED	25.00	KG	V0002	
mCSHW	05818				2101	2385	00000000000003803	01	A1.1	RELEASED	25.00	KG	V0002	
mCSHW	05819				2102	2386	00000000000003810	01	A1.1	RELEASED	25.00	KG	V0002	
mCRBR	05818				2098	2382	00000000000003773	01	A2.1	RELEASED	50.00	KG	V0002	
mHZNT	05818				2099	2383	00000000000003780	01	A2.1	RELEASED	50.00	KG	V0001	

Batch attribute	Value
Country of origin	Vietnam
Location	Red River Delta
Organic	No

### 6.1.5.1. Serial numbers

Click on the 'Show serial numbers' button to show the serial numbers linked to the selected line.

**Serial number:**

The serial number.

**Info 1:**

Information stored in the Information1 field of the PMX\_SENU table.

**Info 2:**

Information stored in the Information2 field of the PMX\_SENU table.

**Batch ID:**

If the item is managed by batches and has PMX serial numbers, the batch ID of the linked batch is show on this field.

**LUID:**

If the track location option is enabled for the item, the LUID of the linked logistic unit is shown on this field.

Click on the 'Hide serial numbers' button to hide the serial numbers section from the Inventory report screen.

The screenshot displays the 'Inventory report' window. The 'Results' table contains the following data:

Item Code	Barcode	Batchnumber	Batchnumber 2	Best Before Date	Batch ID	LUID	SSCC	Warehouse	Storage location	Quality status	Quantity	Uom	Supplier code	P.
cRNM	134526784			04/12/19		3418	000000000000004145	01	A1.1	RELEASED	20.00	pcs	V0002	Wf
cRNM	134526784			04/12/19		3420	00000000000004169	01	A2.3	RELEASED	10.00	pcs	V0001	Wf
cRNM	134526784			02/12/19		3419	000000000000004152	01	A2.2	REJECTED	10.00	pcs	V0002	Wf

The 'Serial numbers' table below shows:

Serial number	Info 1	Info 2	Batch ID	LUID
H11021				3420
H11022				3420
H11023				3420
H11024				3420
H11025				3420

At the bottom of the window, there are buttons for 'OK', 'Locking', 'Change', 'Print labels', 'Move', 'Show batch attributes', and 'Hide serial numbers'.

It is not possible to show batch attributes and serial numbers at the same time.

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