

Recount Flow

Overview

The **Recount Flow** is utilized when users want to verify the accuracy of their initial count or when they identify a discrepancy in the counting process. This allows users to modify the results of counting tasks to ensure precision. The solution is based on non-blind counting, which means users can see the quantities they are counting, making it easier to detect and correct errors.

Be aware!

This flow is **ONLY compatible with the Registration Cycle Count** type.

Please note that the Lost & Found type is NOT supported!

The **Recount Flow** is used when the counted differences need to be reviewed and approved before booking. It offers the following options:

- Function can be accessed in **Logistics > Inventory > Cycle Count > Recount Task**
- This is comfortable for the warehouse operator users because they access all of their pending tasks in one list.
- Locations related recounts will be listed only after selecting a zone on **Select Zone** screen.

Related documentations:

- [Cycle Count Flow](#)
- [Cycle Count Controller](#)

Recount Process Flow

1. Prerequisite

The user followed the **Cycle Count** process as outlined in the [Cycle Count Flow](#) documentation. However, during the counting, they noticed some discrepancies. To ensure the accuracy of the bin stock, a recount is necessary.

In order to avoid incorrect configurations, the OSE settings should take into account make sure the following setting is enabled for the first time recounting:

- **Count type cycle count** setting must be set to **Only registration the difference (Registration)**
- **Count type other operations** setting can be set to **Lost and Found location (LostandFound)** or **Only registration the difference (Registration)**, the Recount Flow does not depend on this setting.

Note:

For further information about **Cycle Count Controller** visit the [Cycle Count Controller Documentation](#).



Show differences during cycle count setting is mandatory for using the Recount Flow. When enabled, the scanner displays the differences between the counted items and the items recorded in the system after counting a location.

Hide current stock quantity is an optional setting in the OSE, it is not required to be enabled to use for the recount flow, however if enabled the quantities will be hidden on the **Select Recount Task** screen.



2. Processing form

Open the **Processing Cycle Count** form at the **Produmex/Cycle Count/Process**. For the Recount Flow purposes, there is a **Recount** button next to the **Update** button.

Due to the recount process, several changes have been made:

Column Name	Description
Differences	The “Quantity” column has been renamed to “Differences” .
System	This column displays the system quantity.
Last Count	This column shows the current quantity. If the mouse cursor is moved to the cell in the “Last Count” column of the specified row, the history of the counts (and recounts) becomes visible.

Statuses:

- **O** - Open: Operator finished a cycle count. This status can be processed or ordered for a recount.
- **R** - Recount: The back office user requested a recount for the given row, creating a Recount Task.
- **Missing status** - It comes from the LAF repository. If the user selects **Lost and Found location (LostandFound)** as the type for the **Count type other operation** setting in the OSE, the **Processing Cycle Count** form will display the lines, however the Recount button is inactive.



3. Mobile Client

Open the **Mobile Client** and go to the **Logistics > Inventory**.

Select the **“Cycle counting”** function on the handheld terminal. Select the option **“Recount task”**. If there is no open recount task, the **“Recount task”** button will not be displayed!



Recount Task

Only zones with a Recount Task will be listed on the **“Recount: Select Zone”** screen.

If there are locations which needs to be recounted, the system will display the list of zones where those location(s) are located. Select a zone. After selecting a zone, select a recount task from the list to begin the recount.

Be aware, during the Recount Flow the user can ONLY enter the number of items!

The user can NOT modify the SSCC, the location or any other specific information besides the quantity.



Reset the count

To reset the recount, press the **“X”** button. With this action the user is allowed to reenter the counted quantity.

Recount task is done

If a recount has been done, the lines will remain on the screen but will be distinguished by color. The system will show the already-counted lines in a distinct color and display the quantities that were entered.



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 recount.
- Press **“Yes”** to finish the recount.

The recount task will be finalized ONLY when the user presses the “Stop” button and clicks the “Forward” button on the “Difference Stock - Counted Items” screen.

If the user completes just one recount task and presses the **“Stop”** button, only that one recount will be recorded. The remaining recount tasks can be finished later!

Note: If user presses the **“Back”** button, the system will return to the previous **“Select zone”** screen, and any previously entered quantities will be erased.



Difference Stock

At the **Difference Stock** window the count differences can be easily spotted.

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. 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**.
- **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** and add a minus sign before the quantity.

If there are no more recount tasks left and the user has checked the differences as well, the system will display the following message: **“No more zones to count”**.

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