

Stock Take Module

[1.0]

Roseanne Lee

[13/8/2021]



QNE
SOFTWARE

QNE TIPS

Product : QNE Optimum

Version: 1.00

Doc No : 1

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REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	Creation	Roseanne Lee	13/8/2021	

Amendment Record



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SCENARIO

Let's say user has 10 QTY for this item AMD-XP/1800 in location KL, after stock take user find out that they suppose has 8 QTY in this KL, how to adjust it?

System QTY = 10 (Current Balance)

Stock Take QTY = 8

Stock Inquiry

Filters

Stock: AMD-XP/1800 AMD XP 1800

Date From: 01/08/2021 To: 12/08/2021

Location: KL ☐ Include GST ☐ Include Stock Transfer ☐ Use Stock Transfer Cost(WA Only)

Ledger	Costing	QtyInfo	Location Qty	Date	Transaction Code	Description	In	Out	Balance	Cost Price	Sell Price
						BALANCE B/F			10		

SOLUTION

1. File > Module > tick "Stock Take"

Module Manager

Modules & Features

<input checked="" type="checkbox"/> General Ledger	<input checked="" type="checkbox"/> GST Margin Scheme	<input type="checkbox"/> Customer / Supplier Item
<input checked="" type="checkbox"/> Account Receivable	<input checked="" type="checkbox"/> GST Group Registration	<input checked="" type="checkbox"/> Stock Take
<input checked="" type="checkbox"/> Account Payable	<input type="checkbox"/> Finance Charge	<input checked="" type="checkbox"/> Cash Register Integration
<input checked="" type="checkbox"/> Stocks	<input type="checkbox"/> Deposit	<input type="checkbox"/> Maybank2e
<input checked="" type="checkbox"/> Sales	<input type="checkbox"/> Advance Currency	<input type="checkbox"/> Credit Control
<input checked="" type="checkbox"/> Purchases	<input checked="" type="checkbox"/> Layout Customization	<input type="checkbox"/> QNE BizPay
<input checked="" type="checkbox"/> Multi-Location	<input type="checkbox"/> Batch Email Distribution	<input type="checkbox"/> QNE BizPay Plus
<input checked="" type="checkbox"/> Multi-Currency	<input type="checkbox"/> Landing Cost	<input type="checkbox"/> E-Commerce
<input checked="" type="checkbox"/> Project	<input type="checkbox"/> Packing Lists	<input type="checkbox"/> Apply Pricing Rule
<input checked="" type="checkbox"/> GST/VAT/SST	<input type="checkbox"/> WTax	<input type="checkbox"/> Packing UOM
<input checked="" type="checkbox"/> Partial Delivery	<input type="checkbox"/> Stock Commission Group	<input type="checkbox"/> Property Management
<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Batch Number	<input type="checkbox"/> Post as Accrued AP
<input checked="" type="checkbox"/> Price Group	<input type="checkbox"/> Starter Pack Plus	<input type="checkbox"/> Meter Billing
<input checked="" type="checkbox"/> Audit Trail	<input type="checkbox"/> Starter Pack	<input type="checkbox"/> Advance Manufacturing
<input type="checkbox"/> Report Suite	<input type="checkbox"/> Free Edition	<input type="checkbox"/> Cash Flow Forecast Advisor
<input type="checkbox"/> Cost Centre	<input type="checkbox"/> Itemized Project Knock-Off	<input type="checkbox"/> Finished Goods Produce
<input type="checkbox"/> Serial Number	<input type="checkbox"/> User Default Setting	<input type="checkbox"/> Amoeba
<input type="checkbox"/> POS	<input type="checkbox"/> Partial Exemption	<input type="checkbox"/> Fixed Commission Rates
<input checked="" type="checkbox"/> Validation Manager	<input type="checkbox"/> Recurring	
<input type="checkbox"/> Points Management	<input type="checkbox"/> Progress Invoicing	
<input type="checkbox"/> User Defined Fields	<input type="checkbox"/> Billing Approvals Control	

Tasks

- ☒ Apply Changes
- ☐ Save & Close
- ☐ Close



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2. Stock > Stock Take

Stock Take

Location: [Dropdown] Project: [Dropdown] Stock Take #: ST2108/001 Date: 12/08/2021 Ref #: [Text]

Stock	Description	UOM	Qty	Current Balance	Variance	Prev Balance	Prev Variance

3. Choose Location > Stock, system will display the Current Balance as 10

QTY = Default Value as 1, stocktake QTY / Actual warehouse QTY

Current Balance = Current balance in the system

Variance = QTY to be adjusted

Prev Balance = Balance before adjust

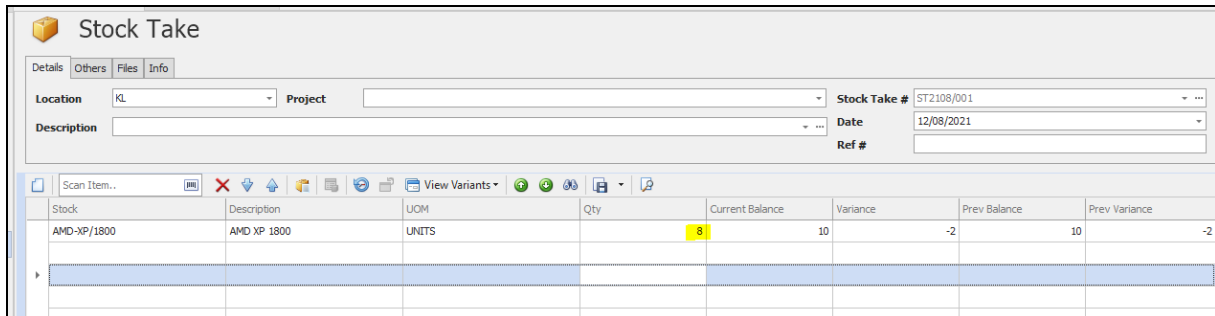
Prev Variance = QTY after adjust

Stock Take

Location: KL Project: [Dropdown] Stock Take #: ST2108/001 Date: 12/08/2021 Ref #: [Text]

Stock	Description	UOM	Qty	Current Balance	Variance	Prev Balance	Prev Variance
AMD-XP/1800	AMD XP 1800	UNITS	1	10	-9	10	-9

- Change QTY to 8 as the Stock Take QTY. Notice that Variance become -2, which system will adjust this QTY later



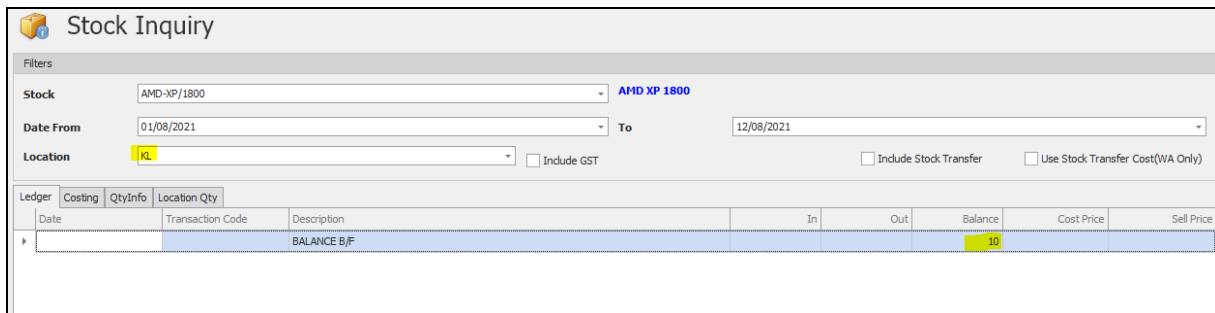
Stock Take

Details Others Files Info

Location: KL Project: Stock Take #: ST2108/001 Date: 12/08/2021 Ref #:

Stock	Description	UOM	Qty	Current Balance	Variance	Prev Balance	Prev Variance
AMD-XP/1800	AMD XP 1800	UNITS	8	10	-2	10	-2

Note: Once you save Stock take, system still not yet adjust QTY in Stock Take Screen



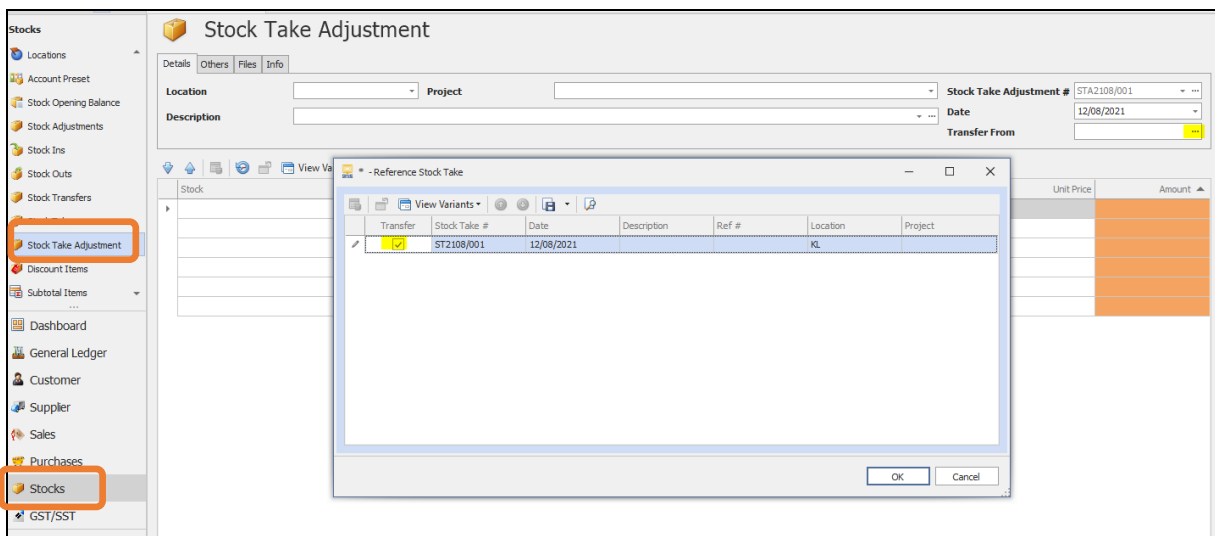
Stock Inquiry

Filters

Stock: AMD-XP/1800 Date From: 01/08/2021 To: 12/08/2021 Location: KL Include GST: ☐ Include Stock Transfer: ☐ Use Stock Transfer Cost(WA Only): ☐

Ledger	Costing	QtyInfo	Location Qty	Date	Transaction Code	Description	In	Out	Balance	Cost Price	Sell Price
						BALANCE B/F			10		

- Stock > Stock Take Adjustment, click Tranfer From, system will display the stock take that we create just now. Tick it and click ok



Stock Take Adjustment

Details Others Files Info


Location: Project: Stock Take Adjustment #: STA2108/001 Date: 12/08/2021 Transfer From:

Stock Take Adjustment

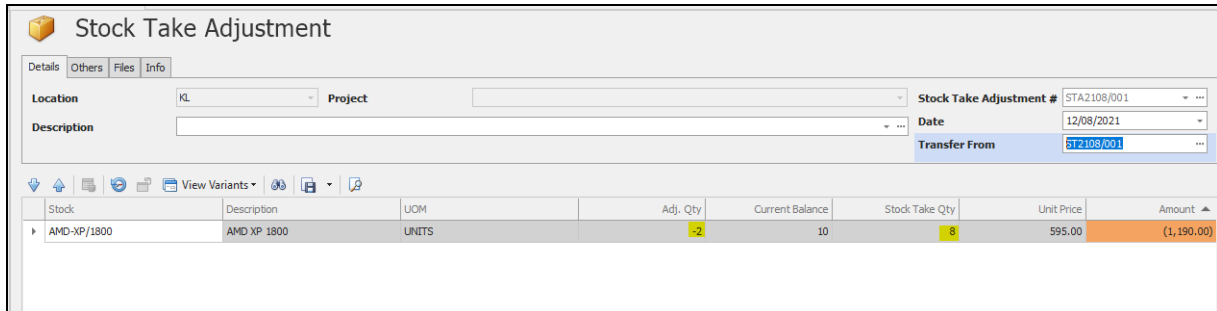
Transfer Stock Take # Date Description Ref # Location Project

<input checked="" type="checkbox"/>	ST2108/001	12/08/2021		KL	
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OK Cancel

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6. System display “Adj. QTY” as -2 and “Stock Take QTY” = 8
Save it



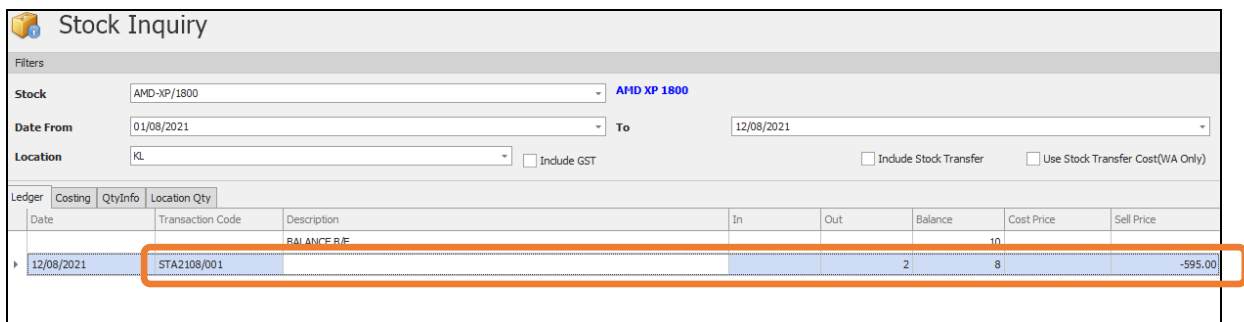
Stock Take Adjustment

Details Others Files Info

Location: KL Project: Stock Take Adjustment #: STA2108/001 Date: 12/08/2021 Transfer From: STA2108/001

Stock	Description	UOM	Adj. Qty	Current Balance	Stock Take Qty	Unit Price	Amount
AMD-XP/1800	AMD XP 1800	UNITS	-2	10	8	595.00	(1,190.00)

7. If you check Stock inquiry, system has adjusted balance to 8 QTY



Stock Inquiry

Filters

Stock: AMD-XP/1800 Date From: 01/08/2021 To: 12/08/2021 Location: KL

Ledger Costing QtyInfo Location Qty

Date	Transaction Code	Description	In	Out	Balance	Cost Price	Sell Price
		BA LANCE B/E			10		
12/08/2021	STA2108/001			2	8		-595.00

8. Go back to Stock Take form that we create just now, notice that system display QTY & Current Balance = 8, since system already proceed the adjustment in “Stock Take Adjustment” form, so Variance = 0

System remain the record before adjust

Pre Balance = 10

Pre Variance = -2



Stock Take (Transferred)

Details Others Files Info

Location: KL Project: Stock Take #: STA2108/001 Date: 12/08/2021 Ref #:

Stock	Description	UOM	Qty	Current Balance	Variance	Prev Balance	Prev Variance
AMD-XP/1800	AMD XP 1800	UNITS	8	8		10	-2