GENERAL INVENTORY

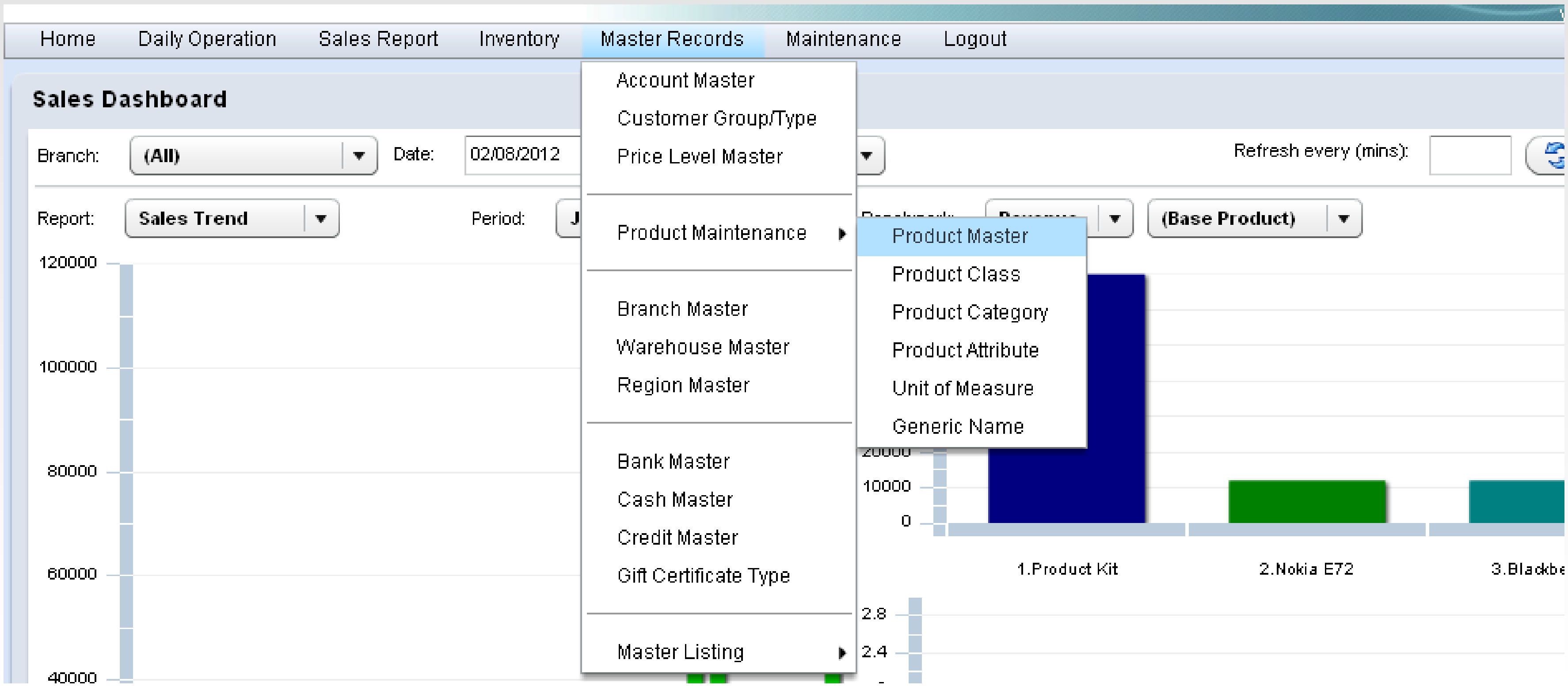
WALKTHROUGH

Access

Access the WebPOS home page (URL http://www.alliancepos.net) and click on Headquarter System.

Setup

To add products, click on Master Records > Product Maintenance > Product Master

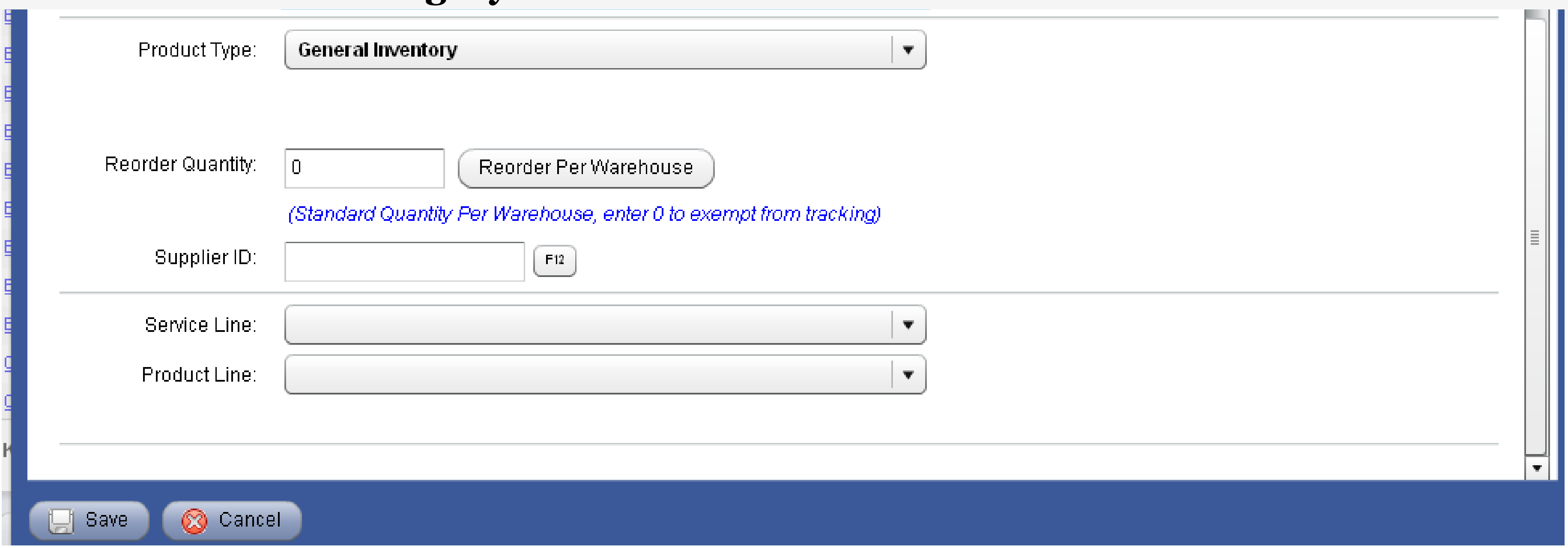


General Inventory

Use the General Inventory product type when adding products that have no serial number, expiry or warranty.

Fields to fill up after Product Type selection:

- **Reorder Quantity** is the inventory level (quantity) wherein you should reorder from the supplier
- Click **Reorder Per Warehouse** if you want to set different quantities for different warehouses
- **Supplier ID** (must have an account in Account Master tagged as supplier)
- **Product Category**



To add/deduct stocks, refer to How to Add/Deduct General Inventory