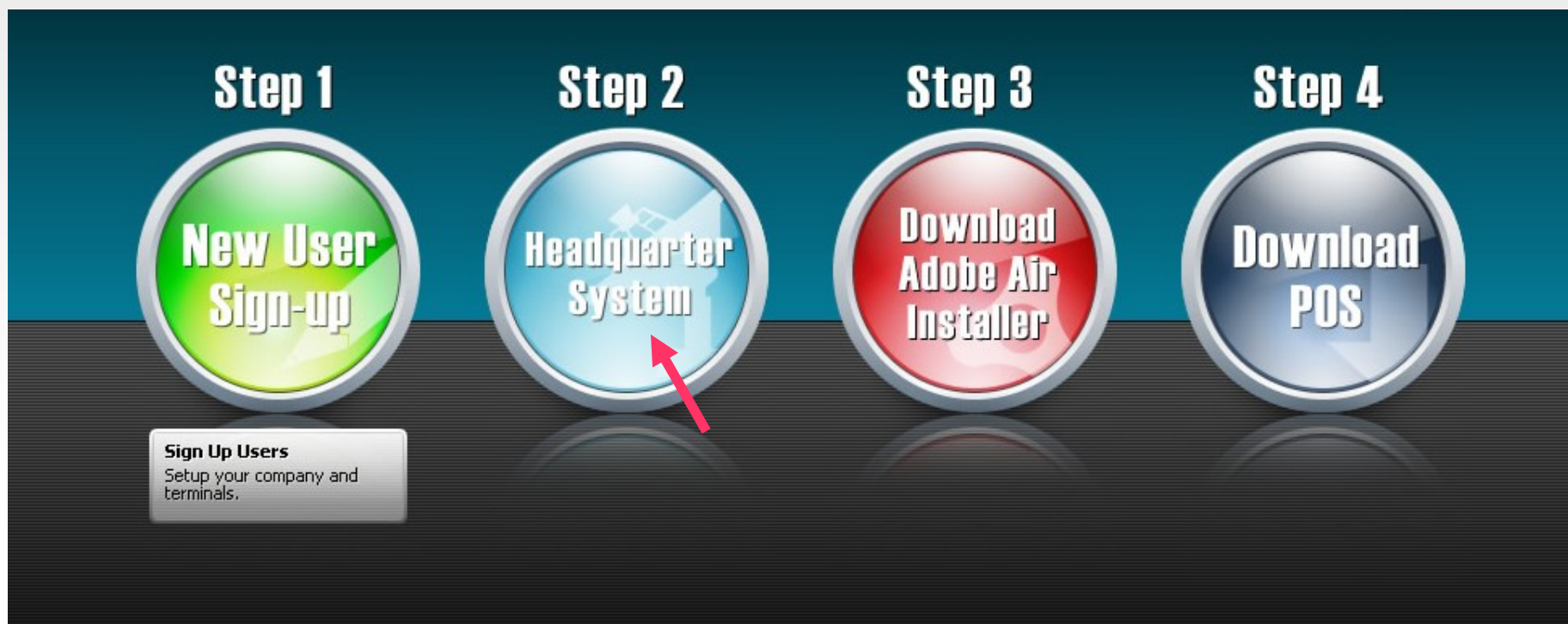


REORDER ALERT

WALKTHROUGH

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



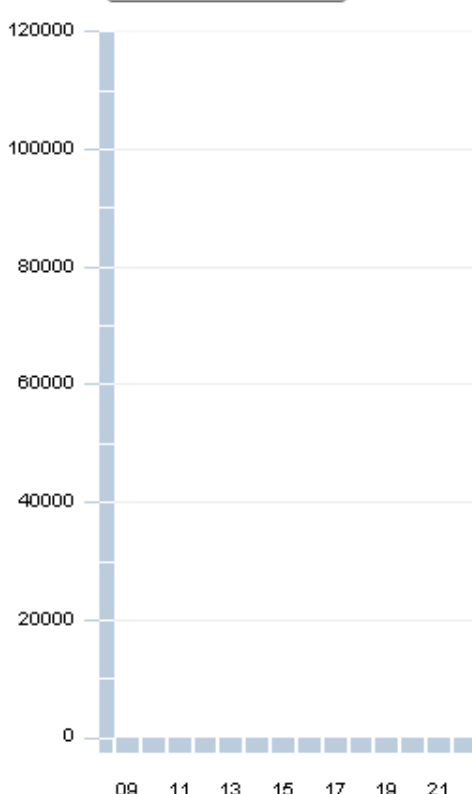
Go to Inventory > Reorder Alert

Home Daily Operation Sales Report **Inventory** Master Records Maintenance Logout V6.58.

Sales Dashboard

Branch: (All) Date: _____

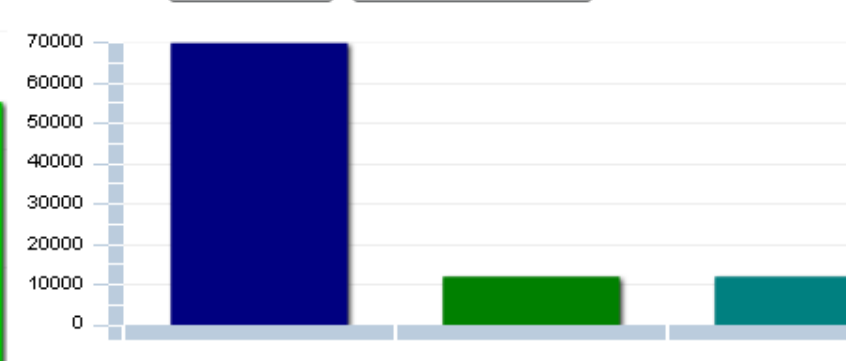
Report: Sales Trend



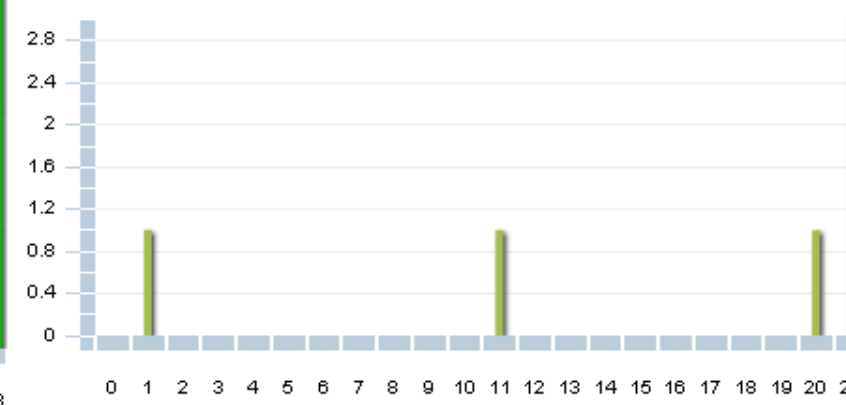
A bar chart showing sales trends over a period of 21 days. The y-axis ranges from 0 to 120,000. The x-axis shows dates from 09 to 21. A single prominent bar is visible around day 02, reaching approximately 120,000.

Refresh every (mins): Re

Benchmark: Revenue (Base Product)



A bar chart comparing revenue for three products: 1. Product Kit, 2. Nokia E72, and 3. Blackberry 9. The y-axis ranges from 0 to 70,000. Product Kit has the highest revenue at approximately 70,000. Nokia E72 is at approximately 10,000, and Blackberry 9 is at approximately 10,000.



A bar chart showing transaction counts for three products: 1. Product Kit, 2. Nokia E72, and 3. Blackberry 9. The y-axis ranges from 0 to 2.8. Product Kit has a transaction count of approximately 0.9, Nokia E72 at approximately 0.9, and Blackberry 9 at approximately 2.8.

Transaction Count: ■ Today ■ Avg Last Week ■ Avg Last Month

- Stock Adjustment
- Stock Transfer
- Stock Count
- Stock Batch Registration
- Stock Status
- Stock Ledger
- Stock Transaction Summary
- Stock Movement Summary
- Reorder Alert
- Expiry Alert
- Dead Stock Report
- Adjustment Type

Reorder Alert shows you a report of products in your inventory that have reached or almost reached the reorder quantity you have set in Product Master.

Set the necessary filters.

Tick only the checkbox for “With History Only” if you want to view only products with reorder history.

The screenshot shows a software dialog box titled "Reorder Alert Condition". It contains several input fields and controls:

- As Of:** A text box containing "02/08/2012" with a calendar icon to its right.
- Sort By:** A dropdown menu currently set to "Product ID".
- Warehouse:** A dropdown menu currently set to "(All)".
- With History Only:** An unchecked checkbox.
- Supplier ID:** A text box with a small "F12" button to its right.
- Product Class:** A dropdown menu.
- Service Line:** A dropdown menu.
- Product Line:** A dropdown menu.

The Alert column shows the Reorder Quantity that you have set for the product.
 The As of [date] column shows the Outstanding Balance of the stock.
 Click on an item to see its Stock Ledger.

Reorder Alert						
				← Previous	1-5 of 5	Next →
	Product ID	Product Name	Warehouse	Unit	As of 02/08	Alert
1	0003	Product 3	Main Branch	PCS	0	5
2	0003	Product 3	Warehouse Mandaue City	PCS	0	5
3	BIO	Biogesic	Warehouse Mandaue City	PCS	0	50
4	N10	Nokia 10	Main Branch	PCS	0	30
5	N10	Nokia 10	Warehouse Mandaue City	PCS	0	30

Detail PDF Excel Email Refresh Close Option

You may view the report in PDF and Excel format. This report can also be emailed by clicking the Email button (see How to Send Reports)

Once the new orders are delivered, you can simply access the Stock Adjustment Form in the Reorder Alert screen.

Reorder Alert ← Previous 1-5 of 5 Next →

	Product ID	Product Name	Warehouse	Unit	As of 02/08	Alert
1	0003	Product 3	Main Branch	PCS	0	5
2	0003	Product 3	Warehouse Mandaue City	PCS	0	5
3	BIO	Biogesic	Warehouse Mandaue City	PCS	0	50
4	N10	Nokia 10	Main Branch	PCS	0	30
5	N10	Nokia 10	Warehouse Mandaue City	PCS	0	30

Copy to Stock Adjustment

Main Branch
 Warehouse Mandaue City

Cancel

Option

Detail
PDF
Excel
Email
Refresh
Close

Click on Option at the bottom part of the page. Select Copy to Stock Adjustment then choose what warehouse you want to adjust.

The items will automatically load in the Adjustment Form under the Adjustment Type “In”.
 Simply input the quantity to be added to the current stock level.
 Click Option to Post/Reject/Void Document.

Adjustment Form

Type: **In** | Ref Code: | No: Date: 02/08/2012

Transacting Branch: **Boutique** | CREATED: KLEB@ASHES.COM 02/08/2012
 Warehouse to Adjust: **Main Branch** | UPDATED:
 STATUS: **PENDING**

Memo:

Total: 7,500.00

Products to be Adjusted Select/Unselect All 1 record

	Product ID	Product Name	Qty	Unit	Price	Total	Lot/Serial No	Expiry	Ref Ot
<input type="checkbox"/>	0003	Product 3	500	PCS	15.00	7,500.00			

- Post Document
- Reject Document
- Void Document
- Revert to Pending
- Copy to New Document
- Cancel