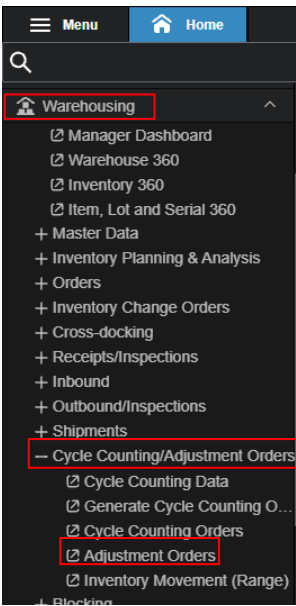


TITLE

INVENTORY ADJUSTMENT

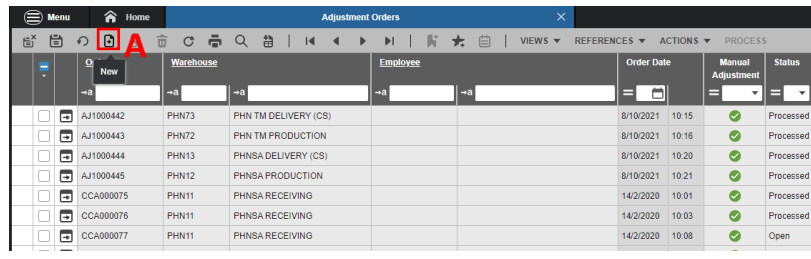
NO	SESSION/DIAGRAM	INSTRUCTIONS
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1.0

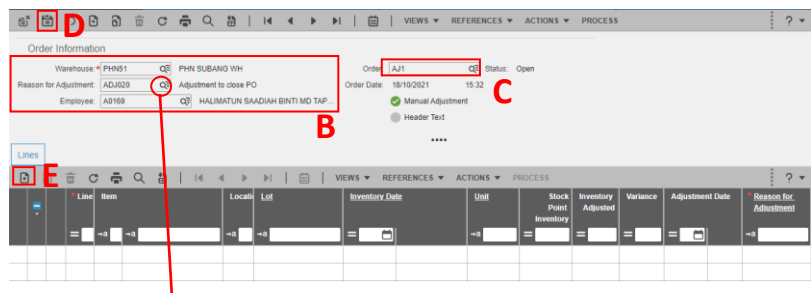



1.0 Adjustment Order:
Warehousing\Cycle Counting\Adjustment Orders\ Adjustment Order

Open the inventory adjustment order at Module Warehousing.



A. Click this icon  to create new adjustment order.

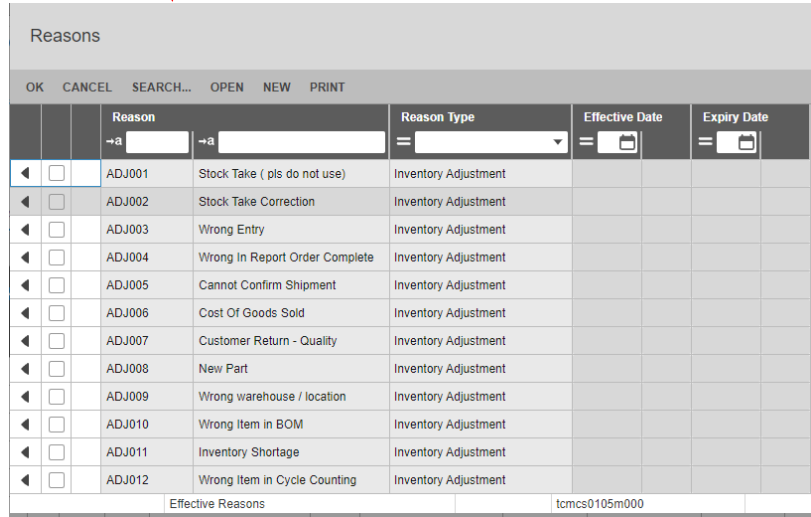


- B. Next, insert:
- I. "Warehouse" in the Warehouse field
 - II. "Reason" in the Reason for Adjustment field. You may zoom the list by clicking this icon .
 - III. Then insert the employee no in "Employee" field.

C. Insert "AJ1" in the "Order" field as the first free number for inventory adjustment.

D. Click Save. The adjustment order no will be autogenerate.

E. Click this icon to create new adjustment order lines.



Order Information

Warehouse: PHN51 PHN SUBANG WH Order: AJ1000446 Status: Open

Reason for Adjustment: ADJ020 Adjustment to close PO Order Date: 18/10/2021 15:32

Employee: AD169 HALIMATUN SAADIAH BINTI MD TAP... Manual Adjustment Header Text

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment	Processed
1	TEST L			18/10/2021	Pcs	0.0000	0.0000	0.0000		ADJ020	

F G

Adjustment Order Lines

Stock Point Inventory

Locations

Fixed Locations

OK CANCEL

Stock Point Inventory

Item	Location	Lot	Inventory Date	Storage Zone	Location Owner	Inventory on Hand	Blocked
CSPKD	Bulk	P110321TEST L6381	11/3/2021 09:58:49			1.0000 Pcs	0.0000 Pcs
<input checked="" type="checkbox"/>	CSPKD	Bulk	P110521TEST L6509	11/5/2021 15:18:34		10.0000 Pcs	0.0000 Pcs
CSPKD	Bulk	P110521TEST L6510	11/5/2021 15:30:37			1.0000 Pcs	0.0000 Pcs
CSPKD	Bulk	P120321TEST L8302	12/3/2021 09:59:00			1.0000 Pcs	0.0000 Pcs
CSPKD	Bulk	P140421TEST L8468	14/4/2021 16:54:59			1.0000 Pcs	0.0000 Pcs
CSPKD	Bulk	P150321TEST L8391	15/3/2021 09:55:28			1.0000 Pcs	0.0000 Pcs
CSPKD	Bulk	P150321TEST L8392	15/3/2021 10:03:52			1.0000 Pcs	0.0000 Pcs
CSPKD	Bulk	P150321TEST L8393	15/3/2021 10:10:10			1.0000 Pcs	0.0000 Pcs

Order Information

Warehouse: PHN51 PHN SUBANG WH Order: AJ1000446 Status: Open

Reason for Adjustment: ADJ020 Adjustment to close PO Order Date: 18/10/2021 15:32

Employee: AD169 HALIMATUN SAADIAH BINTI MD TAP... Manual Adjustment Header Text

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment
1	TEST L	CSPKD	P110521TEST L6509	11/5/2021	Pcs	10.0000	1.0000	-9.0000		ADJ020

Order: AJ1000446 1

Adjustment Ownership Price Specification

Stock Point

Item: TEST L

Warehouse: PHN51 Location: CSPKD

Lot: P110521TEST L6509

Inventory Date: 11/5/2021 15:18:34

Unit: Pcs

Quantity

Storage Unit	Stock Point Inventory	Actual Inventory	Variance
Pcs	10.0000	1.0000	-9.0000
Inventory Unit	Pcs	10.0000	1.0000
			-9.0000

Adjustment

Reason for Adjustment: ADJ020 Adjustment to close PO

Adjustment Date:

Status

Lots and Serials Unbalanced

Adjustment of Rejected Inventory

Processed

To deduct quantity in the system:

F. Insert part no in the “Item” field.

G. Next, click zoom in the “Location” field.

H. Select the “Stock Point Inventory” and click “OK”.

I. Select the required lot in the stock point inventory and click “OK”.

J. Insert the quantity to be deducted in the “Variance” field with minus.
Example: To deduct 9pcs, insert “-9”.

Select a reason in the “Reason for Adjustment” field.

Double click at the adjustment line in order to view the adjustment details.

K. The session displays the details of inventory adjustment deduction.

Order Information

Warehouse: PHN51 PHN SUBANG WH Order: AJ1000446 Status: Open
Reason for Adjustment: ADJ020 Adjustment to close PO Order Date: 18/10/2021 15:32
Employee: AD159 HALIMATUN SAADIAH BINTI MD TAP... Manual Adjustment Header Text

Lines

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment	Processed	
1	TEST L	CSPKD	P110521TEST L5509	11/5/20	Q2	15 18 34	Q2	Pcs	10 0000	1 0000	-9 0000	ADJ020
2	TEST L	CSPKD		18/10/2021	Q2	15 54 35	Q2	Pcs	0 0000	0 0000	0 0000	ADJ020

L M

Adjustment Order Lines

Stock Point Inventory
 Locations
 Fixed Locations

OK CANCEL

Warehouse - Locations

Warehouse: PHN51

Location	Location Type	Search Key	Storage Zone	Fixed Location	Location Occupied	Location Full	Infinite Capacity
<input checked="" type="checkbox"/> CSPKD	Cust. Supp. Prod. Knock Dow	Bulk	CSPKD		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> CSPSP	Cust. Supp. Prod. Stamp Part	Bulk	CSPSP		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> EST	Eng. Store	Bulk	EST		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> FGA	Finish Goods Assembly	Bulk	FINISH GOODS ASS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> FGL	Finish Goods Loose	Bulk	FGL		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> FGT	FGT	Bulk	FGT		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> IHS	In-House Stamped Parts	Bulk	IHS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> PDI	Pre-Delivery Area	Staging	PRE-DELIVERY ARE		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

To add quantity in the system:

L. Insert part no in the “Item” field.

M. Next, click zoom in the “Location” field.

N. Select “Locations” and click “OK”.

O. Select the required location based on the specified location and then clicks “OK”.

Order Information

Warehouse: PHN51 PHN SUBANG WH Order: AJ1000446 Status: Open
Reason for Adjustment: ADJ020 Adjustment to close PO Order Date: 18/10/2021 15:32
Employee: AD159 HALIMATUN SAADIAH BINTI MD TAP... Manual Adjustment Header Text

Lines

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment		
1	TEST L	CSPKD	P110521TEST L5509	11/5/20	Q2	15 18 34	Q2	Pcs	10 0000	1 0000	-9 0000	ADJ020
2	TEST L	CSPKD			Q2		Q2	Pcs	0 0000	0 0000	0 0000	ADJ020

P

Item - Lot

Item: TEST L

Lot	Original Lot	Lot Type	Business Partner	Business Partner's Lot	Selection 1	Selection 2
<input type="checkbox"/> 0203209F000001		Production				
<input type="checkbox"/> 0203209F000003		Production				
<input type="checkbox"/> 0206209F000050		Production				
<input type="checkbox"/> 0303209F002384		Production				
<input type="checkbox"/> 0303209F002823		Production				
<input type="checkbox"/> 0303209F002829		Production				
<input type="checkbox"/> 0306209F000435		Production				
<input type="checkbox"/> 0306209F000471		Production				
<input type="checkbox"/> 0403209F000198		Production				

Q

P. Next, click zoom in the “Lot” field.

Q. Click “New” in order to create new lot number for the item.

Item: TEST L

Lot	Original Lot	Lot Type	Business Partner	Business Partner's Lot	Selection 1	Selection 2
<input type="checkbox"/> <input type="text"/>		Production				

R

S

R. Empty the lot no in “Lot” field.

S. Select “Production” in the list down menu of Lot Type.

T. Then click “Save” in order to generate the lot number.

Lot	Original Lot	Lot Type	Business Partner	Business Partner's Lot	Selection 1	Selection 2
P181021TEST L6616		Production				

U. The lot number has been generated. Highlight the lot and click “Save and Close” to select the created lot number.

Lot	Original Lot	Lot Type	Business Partner	Business Partner's Lot	Selection 1	Selection 2
P181021TEST L6616		Production				

V. Next click “OK”.

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment
1	TEST L	CSPKD	P110521TEST L6509	11/5/2021	15:18:34	Pcs	10.0000	1.0000	-9.0000	ADJ020
2	TEST L	CSPKD	P181021TEST L6616	11/5/2021	15:18:34	Pcs	0.0000	2.0000	2.0000	ADJ020

W. Insert the quantity to be added in the “Inventory Adjusted” field and select a reason in the “Reason for Adjustment” field.

Double click at the adjustment line in order to view the adjustment details.

Order: AJ1000446 2

Adjustment Ownership Price Specification

Stock Point

Item: TEST L

Warehouse: PHN51 Location: CSPKD

Lot: P181021TEST L6616

Inventory Date: 11/5/2021 15:18:34

Unit: Pcs

Quantity

Storage Unit	Stock Point Inventory	Actual Inventory	Variance
Pcs	0.0000	2.0000	2.0000
Inventory Unit	Pcs	0.0000	2.0000

Adjustment

Reason for Adjustment: ADJ020 Adjustment to close PO

Adjustment Date:

Status

Reasons for Adjustment: Lots and Serials Unbalanced Adjustment of Rejected Inventory Processed

X. The session displays the details of inventory adjustment addition.

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment	Processed
1	TEST L	CSPKD	P110521TEST L6509	11/5/2021	15:18:34	Pcs	10.0000	1.0000	-9.0000	ADJ020	
2	TEST L	CSPKD	P181021TEST L6616	11/5/2021	15:18:34	Pcs	0.0000	2.0000	2.0000	ADJ020	

2.0 Process Adjustment Order: Warehousing\Cycle Counting\Adjustment Orders\ Adjustment Order

Y. Once complete insert all line, the adjustment needs to be process. Click “Process”.

Order: AJ1000446 Status: Processed

Line	Item	Location	Lot	Inventory Date	Unit	Stock Point Inventory	Inventory Adjusted	Variance	Adjustment Date	Reason for Adjustment	Processed	
1	TEST L	CSPKD	P110521TEST L6509	11/5/2021	15:18:34	Pcs	10.0000	1.0000	-9.0000	18/10/2021 16:19:11	ADJ020	<input checked="" type="checkbox"/>
2	TEST L	CSPKD	P181021TEST L6616	11/5/2021	15:18:34	Pcs	0.0000	2.0000	2.0000	18/10/2021 16:19:11	ADJ020	<input checked="" type="checkbox"/>

The session shows the status of the inventory adjustment has been successfully processed.