

Stocktaking process

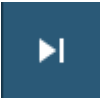
General Information

A product in the stocktaking process is always identified by the product number and the batch number (if the product is batch management required).

Functions in the title bar

Icon	Explanation
	Back to In Basket

Header

Icon	Explanation
	If products are In Basket, switch to the previous product
	If products are In Basket, switch to the next product
	Search area for product numbers, press Enter to trigger the search
	Decrease quantity for the currently selected product
	Increase quantity for the currently selected product
	Transfers the quantity to the In Basket or updates the quantity if the product is already In Basket

Column definition

Name	Visible	Sort	Full Text	Explanation
Colour code	ForceVisible			Green, if the product is exactly once In Basket. Yellow, if the product is more than once In Basket.
Picture	VisibleOnlyLandscape			
Name	Visible	ASC	Yes	
Product	VisibleOnlyLandscape		Yes	
Quantity	Visible			Shows the quantities of all items In Basket (without Rebate in kind).

Product columns

Scanning

1. If the product is not yet present in the In Basket items, the stocktaking process mask opens and the product is displayed in the mask. The preselected quantity is 1
2. If the product is already present in the In Basket items (for batches with batch control), the stocktaking process mask opens and the found item is displayed in the entry mask. The quantity is not changed.
3. If a product is in the entry mask and is scanned again, the quantity increases by 1
4. If a different product than the scanned one is in the entry mask, the current one is accepted and the newly scanned one is displayed (either case 1 or 2).

FAQ

[Why don't I see the menu item Create new customer?](#)

(only the question and then link to the corresponding FAQ)

Release

From version 18

1. Create new customer available.

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