

# Batch Serial Number

Batch Serial numbers

- [Batch Serial numbers](#)
- [Printing Batch Numbers from a Stock Level Adjustment](#)

# Batch Serial numbers

Batch serial numbers allows one to create multiple serial numbers on the fly for stock items.

Client Manual | Unread Messages : 28 | Reminders Due : 22 | 2 | Calculator | Favourites | Modules | User: Malcolm Granville, Huge ERP DEMO

Inventory Module

Batch Serial Number

Search | Add | Edit | Cancel | Process | Print

Barcode setup | Process Actions

Basic

Batch No: [ ] Status: All

Description: [ ] Item Code: [ ]

Date From: 2025-02-11 Date To: 2025-03-11

Page 0 of 0

No data to display

| # | Batch No | Description | Status | Date Created | No of Serial Nos | Stock Item | Stock Description | Best Before Date |
|---|----------|-------------|--------|--------------|------------------|------------|-------------------|------------------|
|---|----------|-------------|--------|--------------|------------------|------------|-------------------|------------------|

Batch Serial Number

Analysis

Reports

|               |                                                                                                                                                |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Search        | Search for Batch Serial number batches                                                                                                         |
| Add           | Add a new batch with created serial numbers                                                                                                    |
| Edit          | Edit batch                                                                                                                                     |
| Cancel        | Cancel a batch                                                                                                                                 |
| Process       | Process a batch to stock level adjustment<br>Process action will determine whether it just creates the stock level or<br>Creates and processes |
| Print         | Print a batch to show the serial numbers created for a items                                                                                   |
| Barcode setup | Setup the default parameters for the barcode criteria                                                                                          |
| Process setup | Sets whether process will create stock level adjustment or creates and processes                                                               |

|        |                                      |
|--------|--------------------------------------|
| Status | Preparation, Completed and Cancelled |
|--------|--------------------------------------|

|           |                                                                              |
|-----------|------------------------------------------------------------------------------|
| Created   | Batch serial number keeps the date and time and user who created the batch   |
| Processed | Batch serial number keeps the date and time and user who processed the batch |

## Reference value setup for Batch Serial number

Hotfix will be created to setup the Default values for Batch serial number

Reference Values

Manage Reference Value

←

ldger

Debtors

Debtors Ageing

Creditors

Creditors Ageing

Inventory

Job Costing

General

→

Method Of Costing:

☒ Average Costing

☐ Latest Costing

Warehouse Transfer Number:

WTN

5

Stock Journal:

STJRNL

65

Stock Take:

STKTK

15

Stock Request No:

STKRQ

46

Change Control No.:

CCR

1

Inventory Code Next Number:

☐

Stock Correction Journal:

STKCOR

1

Bill of Materials:

BOM

10

Fixed Asset Audit:

FAA

60

Fixed Audit Maintenance:

MS

4

Barcode Count Batch:

BAR

51

Location Transfer:

LTN

22

Batch Serial Number

BSN

22

## Serial number search

Serial numbers contain new columns and information from created barcodes (serial numbers)

Inventory Module



Configuration

Activity

Analysis

Location Transfer History

Stock Enquiry

Inventory Movement

Margin Of Error

Serial Number Search

Stock Journal Batches

Stock Take History

Warehouse Transfer History

BOM History

Stock Weight Log

Serial Number History

SearchSerial Number DetailView Source DocumentPrint

Serial Number:Debtors:

Stock Code:Warehouse:

Date From:2024-03-11Date To:2025-03-11

Serial ItemsSerial Movement

Page 1 of 1Copy Serial No

| # | Stock Code | Stock Description                   | Captured Date | Serial Number | Sub Serial Number |
|---|------------|-------------------------------------|---------------|---------------|-------------------|
| 1 | RZAC45EVM  | 4.5KW R32 SA Compact Cassette RC... |               | A100          |                   |
| 2 | RZAC45EVM  | 4.5KW R32 SA Compact Cassette RC... |               | A101          |                   |

New Columns and fields on serial number table  
Barcode  
Weight  
Best before date (BB4)  
Production Code  
Counter

Information is shown on the serial number detail

Serial Number History

SearchSerial Number DetailView Source DocumentPrint

Serial Number:Debtors:

Stock Code:Warehouse:

Date From:2024-03-11Date To:2025-03-11

Serial ItemsSerial Movement

Page 1 of 1Copy Serial No

| # | Stock Code | Stock Description                   | Captured Date | Serial Number | Sub Serial Number | Internal Serial Number |
|---|------------|-------------------------------------|---------------|---------------|-------------------|------------------------|
| 1 | RZAC45EVM  | 4.5KW R32 SA Compact Cassette RC... |               | A100          |                   |                        |
| 2 | RZAC45EVM  | 4.5KW R32 SA Compact Cassette RC... |               | A101          |                   |                        |

Serial Number Detail

Serial Number Detail

DetailSubserial Numbers

Item Code:RZAC45EVMItem Description:4.5KW R32 SA Compact Cassette RC ODU

Serial Number:A100Original Amount:0.00

Date Of Purchase:2024-11-15Purchase Amount:0.00

Creditor Code:Creditors Name:

Document Number:Creditors Invoice No.:

Reference:Location:

Description:

Warehouse Link:Master WarehouseDebtors Link:

Internal Serial No.:

Barcode:123456Counter:144500

Weight:4Best Before Date:2026-04-20

Production Code:54321

Save & CloseSaveCloseS/N AttachmentsMemo

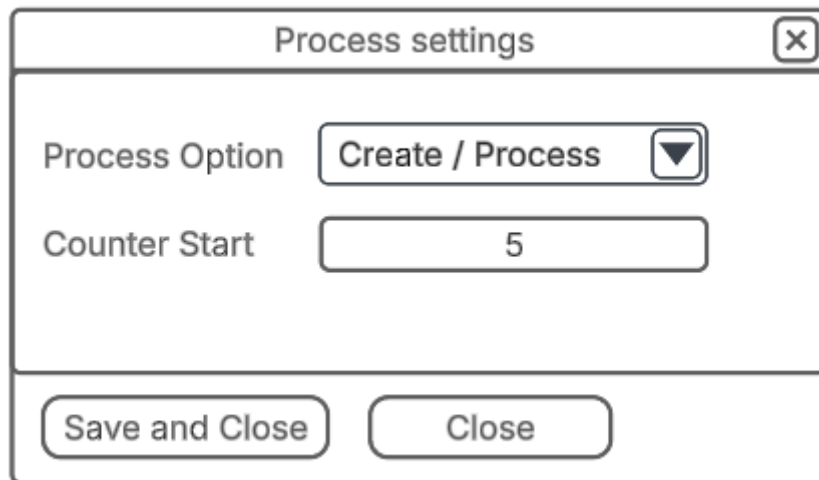
---

## Process setup

Process Option is set to Create by default

Counter Start gives the first number that will start the counter number

Once the first Serial number is created, then the counter start will be disabled



The image shows a 'Process settings' dialog box with a title bar containing the text 'Process settings' and a close button (X). The dialog has two main sections. The first section contains a label 'Process Option' followed by a dropdown menu showing 'Create / Process' with a downward arrow. The second section contains a label 'Counter Start' followed by a text input field containing the number '5'. At the bottom of the dialog, there are two buttons: 'Save and Close' and 'Close'.

---

## Barcode setup

Barcode setup, sets the parameter and sequence the barcode is setup

Barcode Parameters

A

B

C

D

E

A

B

C

D

E

1

2

3

4

5

Barcode

Weight

BB4 Date

Production Code

Counter

Code Sample

A1B2C3D4E5

ABarcodeBWeightCBB4DateDProdCodeECounter

Save and Close

Close

|                 |                                                                                       |
|-----------------|---------------------------------------------------------------------------------------|
| A to E fields   | Sets parameters to set for Barcode serial number                                      |
| 1 to 5          | Sets the sequence of values to enter                                                  |
| Barcode         | Picks up from Item barcode                                                            |
| Weight          | Picks up from Item weight                                                             |
| BB4 Date        | Best Before Date picks up from item number of days of Shelf life from production date |
| Production Code | Open text field                                                                       |
| Counter         | Field that automatically increments                                                   |

### Adding Serial numbers from Batch

|                                                                                                                                                              |                                             |                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------------|
| Add                                                                                                                                                          | Print Report                                | Close                                             |
| Batch No <input style="width: 150px;" type="text"/> Description <input style="width: 150px;" type="text"/>                                                   |                                             |                                                   |
| Stock item <input style="width: 150px;" type="text"/> <input type="checkbox"/> Prod Date <input style="width: 100px;" type="text"/> <input type="checkbox"/> |                                             |                                                   |
| Stock description <input style="width: 150px;" type="text"/> Print after Add <input type="checkbox"/>                                                        |                                             |                                                   |
| Best Before date (BB4) <input style="width: 100px;" type="text"/> 360 days                                                                                   |                                             |                                                   |
| Code Sample <input style="width: 100px;" type="text"/> keep stock item after add <input type="checkbox"/>                                                    |                                             |                                                   |
| <input style="width: 40px;" type="text"/> A                                                                                                                  | <input style="width: 40px;" type="text"/> B | <input style="width: 40px;" type="text"/> C       |
| <input style="width: 40px;" type="text"/> D                                                                                                                  | <input style="width: 40px;" type="text"/> E | <input style="width: 40px;" type="text"/> Counter |
| Barcode<br>1                                                                                                                                                 | Weight<br>2                                 | BB4<br>3                                          |
| Prod Code<br>4                                                                                                                                               | Counter<br>5                                |                                                   |
| <input style="width: 60px;" type="text"/>                                                                                                                    | <input style="width: 60px;" type="text"/>   | <input style="width: 60px;" type="text"/>         |
| A1B2C3D4E5                                                                                                                                                   |                                             |                                                   |
| Search                                                                                                                                                       | Remove                                      | Print                                             |
| Serial No                                                                                                                                                    | Item code                                   | Description                                       |
| Barcode                                                                                                                                                      | Weight                                      | BB4                                               |
| Prod Date                                                                                                                                                    | Counter                                     |                                                   |
|                                                                                                                                                              |                                             |                                                   |
| Save & close                                                                                                                                                 | Close                                       |                                                   |

Tick to use date in Prod code

Setup Seq

Read only

# Printing Batch Numbers from a Stock Level Adjustment

Printing a label for an item that is tracked using batch numbers is different from printing a label for a standard inventory item.

In order to print a label where the barcode will have the batch number you will need to print this label from the Stock Journal History.

## Inventory Module > Analysis > Stock Journal Batches

As shown below these were 2 separate bulk stock level adjustments that brought in stock with batch numbers.

The screenshot shows the 'Inventory Module' sidebar on the left. The 'Analysis' section is expanded, and 'Stock Journal Batches' is highlighted. The main area is titled 'Stock Journal History' and contains search filters: Stock Journal No., Date From (2026-01-24), Date To (2026-02-24), Action (All), and Stock Adjust Type. Below the filters is a table with two rows of stock level adjustments.

| # | Att | Stock Journal No | Date       | Transaction Value | Action             | Description                 | Captured By  | Captured Date | Captured Time | Processed |
|---|-----|------------------|------------|-------------------|--------------------|-----------------------------|--------------|---------------|---------------|-----------|
| 1 |     | STJRN2           | 2026-02-10 | 0.00              | Stock Level Adj... | Imported from Stock Valu... | Acck Support | 2026-02-10    | 11:06:52      | Acck Supp |
| 2 |     | STJRN1           | 2026-02-05 | 0.00              | Stock Level Adj... | Imported from Stock Valu... | Acck Support | 2026-02-05    | 11:10:22      | Acck Supp |

- Click to highlight the line you want to print labels for.
- Then click **View**.

This screenshot shows the same 'Stock Journal History' interface, but with the 'View' button in the top toolbar highlighted with a red box. Additionally, the first row of the table (STJRN2) is highlighted with a red background.

| # | Att | Stock Journal No | Date       | Transaction Value | Action             | Description                 | Captured By  | Captured Date | Captured Time | Processed |
|---|-----|------------------|------------|-------------------|--------------------|-----------------------------|--------------|---------------|---------------|-----------|
| 1 |     | STJRN2           | 2026-02-10 | 0.00              | Stock Level Adj... | Imported from Stock Valu... | Acck Support | 2026-02-10    | 11:06:52      | Acck Supp |
| 2 |     | STJRN1           | 2026-02-05 | 0.00              | Stock Level Adj... | Imported from Stock Valu... | Acck Support | 2026-02-05    | 11:10:22      | Acck Supp |

- Double-click the inventory item you want to print a label for.

### Stock Level Adjustment

Attachment    Verify    Process    Print    Import    Close

Stock Journal Number: STJRN2      Date: 2026-02-10

Stock Adjust Type:  Short Description: Imported from Stock Valuation Report

Reference:  Long Description:

Debtors:

Projects:  Job Number:

Division: All      Region: All

---

Page 1 of 1    Add    Edit    Delete    Remove Paging: ☐    Inventory Overview    Displaying 1 - 41 of 41

| # | Status | Location Type | Code         | Description                        | Warehouse | Barcode      | Increase/Decrease |
|---|--------|---------------|--------------|------------------------------------|-----------|--------------|-------------------|
| 1 |        |               | Ake-depT2801 | Dodonea viscosa DEP T28-1          | Depot     | Ake-depT2801 | Increase          |
| 2 |        |               | Har-depT2801 | Phormium tenax DEP T28-1           | Depot     | Har-depT2801 | Increase          |
| 3 |        |               | Har-depT6004 | Phormium tenax DEP T60-4           | Depot     | Har-depT6004 | Increase          |
| 4 |        |               | Heb-depT2801 | Hebe v. DEP stricta T28-1          | Depot     | Heb-depT2801 | Increase          |
| 5 |        |               | Heb-depT2801 | Hebe v. DEP stricta T28-1          | Depot     | Heb-depT2801 | Increase          |
| 6 |        |               | Heb-depT2801 | Hebe v. DEP stricta T28-1          | Depot     | Heb-depT2801 | Increase          |
| 7 |        |               | Kah-depT2801 | Dacrycarpus dacrydioides DEP T28-1 | Depot     | Kah-depT2801 | Increase          |
| 8 |        |               | Kah-depT6004 | Dacrycarpus dacrydioides DEP T60-4 | Depot     | Kah-depT6004 | Increase          |
| 9 |        |               | Kah-depT6004 | Dacrycarpus dacrydioides DEP T60-4 | Depot     | Kah-depT6004 | Increase          |

Old Qty Total: 0      Total Movement: 39,152      New Qty Total: 39,152      Total Value: 0.00

Save    Close

- Click on the **Batch Nos** Button

## Edit Stock Quantity Lines

**Item Code:**

**Item Description:** Dodonea viscosa DEP T28-1

**Location:**

**Stock Increase:** ☒ Increase ☐ Decrease

**Warning:** Increase - adds to your existing quantity on hand example: If you have 3 on hand and your increased quantity is 2 then your total quantity on hand will be 5

**Quantity:**  + -

**Reason:**

**Debtors:**

**Production Code:**

**Batch Nos**

Save & New Save & Close Close

- **Click** to highlight the line you want to print labels for.
- Then click the **Black Barcode** as shown below.

**Batch Number Create**

Search | Batch Tracking Import / Export

Batch No | History

Stock Code: Ake-depT2801 | Item Description: Dodonea viscosa DEP T28-1

Qty: 1 | Batch Description: 20260224-153214

Production Date: 2026-02-24 | Best Before Date: 2026-02-24 0 - days

Barcode: Ake-depT2801 | Weight: | Best Before Date: | Production Code: 260224 | Counter: 82

Code Sample: Ake-depT2801/260224-82 | Separator:

Remove Paging: | Add | Delete | Edit Description | **Print** | Displaying 1 - 1 of 1

| # | Batch No           | Qty | Best Before Date | Production Date | Production Code | Batch Description | Barcode |
|---|--------------------|-----|------------------|-----------------|-----------------|-------------------|---------|
| 1 | Ake-depT2801/45931 | 45  |                  | 2025-10-01      |                 | Dodonea viscos... | Ake-    |

Save And Close | Close

- Enter the number of label copies you want to print
- Click **Ok**

**Print Options (Commands)**

Template: Batch No

Copies: 45

OK | Close