

Repackage Basic Import

In place of adding items individually on the repackage function, one can import the item.

To import items:

You will need to create the import file

The file template is as below and is a standard excel format file

	A	B	C
1	ItemCode	Description	Quantity
2	Spl11	Solar Spot	1
3	Spl12	Solar Spot	2
4	51	Ladies Sur	1
5	POL001	Polaroid S	1

Once the file has been created. Save the file in a dedicated folder

Go to Repackage

Create a new repackage setup

Inventory Module

Configuration

Activity

Stock Forecast

Repackage

Barcode Count

Repackage

Search

Add

Edit

Cancel

Process

Print Grid

Document No:

Description:

Item Code:

Status:

Date From:

2024-11-01

Date To:

2025-01-09

Page 1 of 1

Remove Paging:

#	Status	Doc No	Date	Description	Item Code
1		R22	2024-12-03	Import export	Spl10

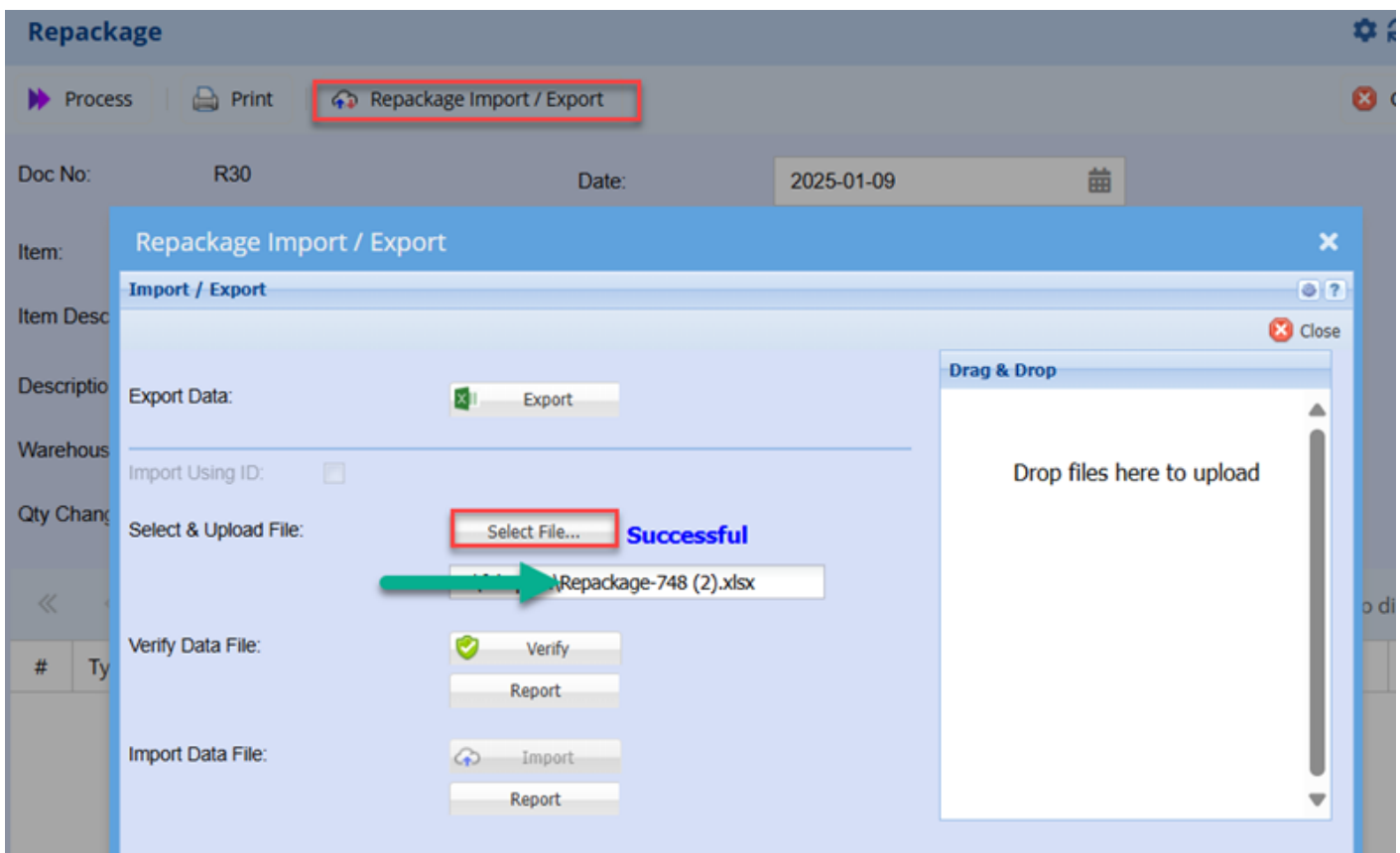
Select the relevant code and Enter the description as you would normally

Click Save at the bottom of the page

Click the Repackage Import / Export Button

Search for the file and select

This will upload and you should see “successful” indicated (once the file has bene uploaded)



Click Verify

Successful should be returned

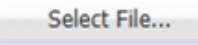
If unsuccessful or failed, click the Report button to establish the cause of the file failing to verify.

Once successfully verified, click the import button

Again, successful should be displayed

Export Data:  Export

Import Using ID: ☐

Select & Upload File:  **Successful**

C:\fakepath\Repackage-748 (2).xlsx

Verify Data File:  Verify **Successful**

Report

Import Data File:  Import **Successful**

Report

Click close.

This will return to the Repackage grid where you should notice all item have been import and are displayed on the grid

Repackage

Process

Print

Repackage Import / Export

Doc No: R22

Date: 2024-12-03

Item: Spl10

Current Cost: 603.7924

Item Description: Solar Spot 350w

Description: Import export

Warehouse: MAST - Master Warehouse

Qty On Hand: 1002

Qty Change: -5

Qty Balance: 997

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Refresh

Add

Edit

Delete

#	Type	Item Code	Item Descripti...	Qty To Repack	UOM	UOM Qty
1	Pack	Spl11	Solar Spot 400w	1		1
2	Pack	Spl12	Solar Spot 450w	2		1
3	Pack	51	Ladies Sunglass	1		1
4	Pack	POL001	Polaroid Sungl...	1		1