

Stock Take History

Inventory>Analysis>Stock Take History

Stock take history displays a list of processed stock take at a certain time.

Webaccounting provides users with various search criteria's

Governed by the date range the system will search for every stock Take within the displayed date.

when searching for a specific entry - take note of the transaction date it falls under to be able to see it on the grid.

Stock Take Number - The user has an option to search by a given stock take number.

Warehouse - The user has an option to select a specific warehouse or search for stock takes relating to all warehouses

Date From and the Date To -The user can backdate or forward date to find stock take entries at a specific date.

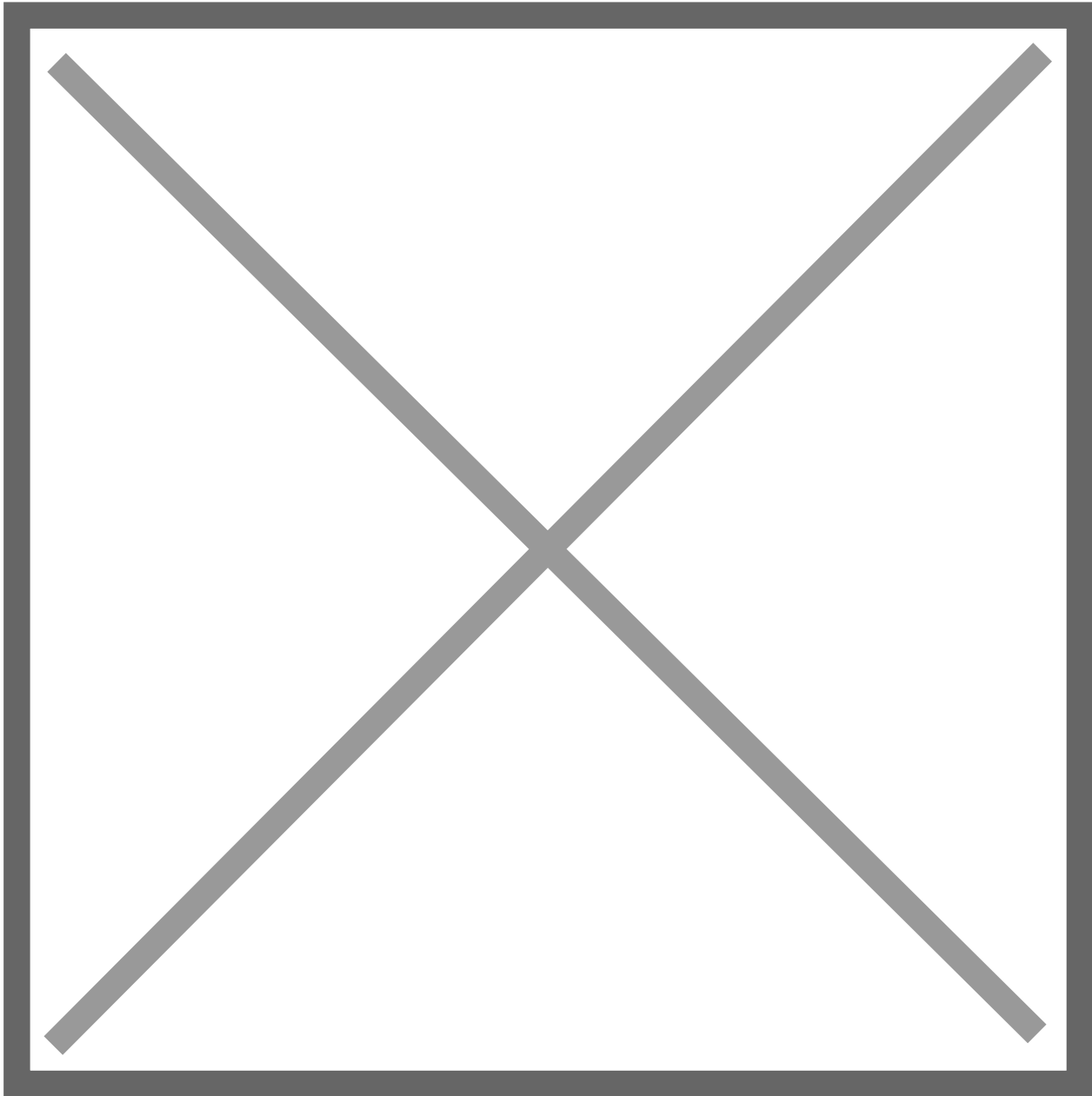
Status- Gives the user an option to search per specific status or all.

View Button - When a stock take line is selected the user can click on the view button to see the details.

besides only viewing option you can export the stock take information , Print or add a memo note only.

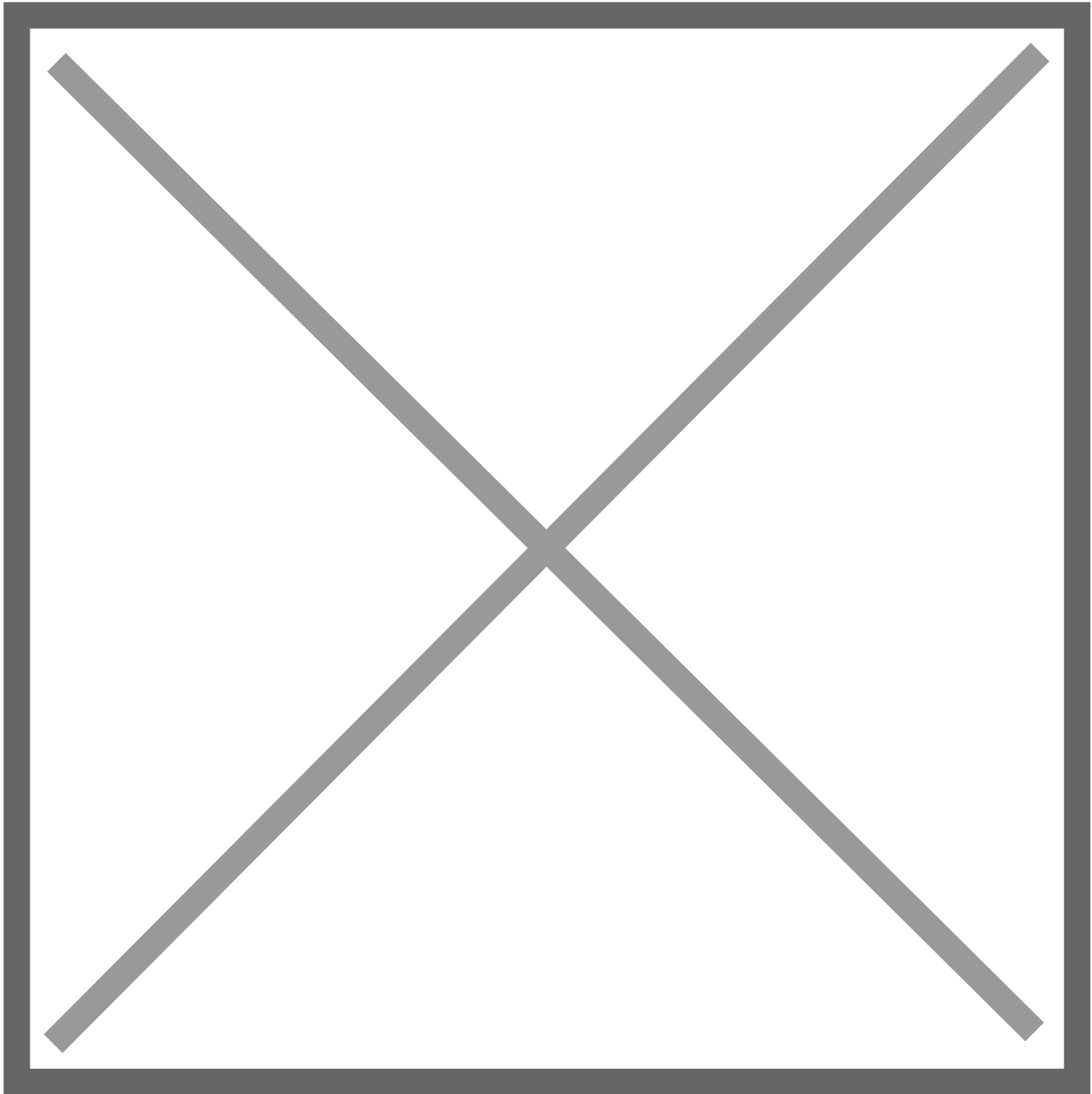
Print button - The print button will print the currently selected Stock Take Report.

The report will show the details of the stock take , it can be exported to excel, e-mailed and printed as a hard copy.



Related Transactions button – the related transaction function shows the related transactions for the selected Stock jtake

and you can see where movements on this Stock take affected which General Ledger Accounts.



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