

Inventory Forecast Report

Select inventory on the category drop down

Search for Inventory Forecast Report on the list the double click on it to be able to edit it

The report is extensive and checks all sales by item and a forecast is made of the stock required based on the past period specified

Inventory Module> Reports> Reports List

Inventory Forecast Report
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Year From: FY 2024 ▼

Period From: 2023-12-01 ▼

Sort By: Stock Item ▼

Stock From: ▼

Warehouse: All ▼

Priority Level: All ▼

Include Preparation: S.O.: ☐ P.O.: ☐

Use Group Codes: ☐

Year To: FY 2024 ▼

Period To: 2023-12-31 ▼

Weekly Buffer: 2

Stock To: ▼

Show Columns: Job: ☐ BOM: ☐ SO WIP: ☐

Active: ☒

Decimal Places: 0 ▲▼

Group By Supplier: ☐ Default Supplier: ☐

Group Selection: All ▼

Available

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Code	Description
ADMIN	Administration
BRICK	Bricks
CONS	Consulting
Con	Consumables
FIL	Filter
HWARE	Hardware
TAPE	Led Strip
LUB	Lubricants
MAC	Macacrons
MAKEUP	Makeup
PAPER	PAPER
PLIMPS	Pumps

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Selected

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Generate
 Close

Select from the following fields to run the report:

Year From / To	Select the year From and Year To Dates from the drop-down menus will show results specific to the period you have selected.
Period From / To	Select the period From and the period to from the drop-down menu
Sort By	Sort the report by selecting one an option from the drop-down menu
Weekly Buffer	
Stock From / To	Select a stock item you wish to search from. If you leave the stock item fields blank, all stock items will be displayed on the report. If you choose specific stock items, the report will sort information by stock item code rather than description. Select the start stock code and the end stock code for the report.
Warehouse	If you select all warehouses the report will fetch data from all warehouses. If you want to search by a specific warehouse, select the warehouse from the menu.
Show Columns	Tick which columns you would like to show on the report Job / Bom / SO WIP
Priority Level	Click on the drop down to and select by priority you wish to see
Active Tick	Allows the user to run either active or inactive inventory forecast
Decimal Places	It is advisable to set decimals to two places. You can View the report with any number of decimal places.
Include Preparation	Tick S.O or P.O
Use Group Codes	Double click on the code from the list to move the group codes you wish to filter your report by to the selected window.

Revision #11

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