

Stock Purchasing Forecast By Brands Report

Inventory> Reports> Report List

Stock Purchasing Forecast By Brand Report

Document Dates: All

Sort By: Code

Stock Type: Stock

Stock Item From:

Creditors:

Incl. Lead Time:

Filter By Brands:

Decimal: 0

Only Show Negative Values:

Warehouse: All

Stock Item To:

Report Type: Detail

Min / Max: None

Available

#	Brands
1	AC
2	Administration
3	Air BNB
4	Beauty Drink
5	Bricks
6	CATS
7	CHOOKS
8	Crates
9	Daisy
10	Door

Selected

#	Brands
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Generate

Export

Close

Document Dates	Select document days on the drop-down menu if you are wanting to pull this report for a specific date. Leave document selection on all if you want the report to show all document dates
Sort By	Sort the report by selecting one option from the drop-down menu allows the user to pull a report that will be sorted by either, Code, Description, Warehouse or Bin location.

Stock Type	Select from All, Stock, Service or Custom from the drop-down menu if you want to refine your Inventory report.
Stock Item From / Stock Item To	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
Creditors	Filter report by the supplier if you want to pull report by a specific supplier Leave this section black if you want to pull the report on all customers
Incl. Lead Time	Put a tick on if you wish to include lead time on the report
Filter By Brands	Double click on the Brand from the list to move the group codes you wish to filter your report by to the selected window.
Decimal	It is advisable to set decimals to two places You can view the report with any number of decimal places.
Only Show Negative Values	Put a tick on if you only want to show negative values on the report
Warehouse	Select the warehouse from the drop-down arrow If you leave the warehouse on all the report will pull on all warehouses
Report Type	Report Type allows the user to select either detail or summary from the drop-down arrow.
Min / Max	Select Min/Max from the drop-down menu for which you want to run your report by or leave it on none if you do not wish to see the report by min/max
Generate Button	Click the "Generate" button to open the report You will have options to copy, email, or print the report To view the report in an Excel document, copy the report and paste it into an Excel file
Export Button	This allows you to export the report to an Excel file

Revision #10

Created 16 February 2024 23:42:15 by Paige

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