



STOCK

Intech's Inventory Software

Overview

The **STOCK** Inventory system is equally suitable for large organisations with inventory positioned at multiple locations, as for small single site businesses. It is particularly suitable for importers, wholesalers, distributors, manufacturers and specialised suppliers.

The system integrates with other Intech modules including Intech **DEBTORS** & Sales Analysis. In many cases automation and control of inventory is the most critical area to business efficiency and profitability.

Customer service is improved through immediate confirmation of stock availability, processing of orders, control of backorders, accurate paperwork and customer accounting. Profitability is assisted through better purchasing, accounting and supplier order control with improved stocking levels.

Features of the System

Up to date Information through Inquiry: The current stock position (on hand, on order, reserved, backordered, committed and free for sale) is immediately available for all lines. This may be displayed on the screen by keying the item code or a description and / or a model number. Prices, re-order information, and other detail together with cost and stock figures of the last four shipments received are also displayed.

Reserved stock and back-ordered stock inquiries for products and customers can be made at any time. Supplier orders can also be displayed.

Alphanumeric Item Codes: An item code may contain up to 20 alpha or numeric characters. The stock item can also be accessed by a model code or by its description.

Multiple Stock Locations: There may be up to 99 stock locations for one organisation. There can also be more than one company or organisation.

Improved Control over Orders on Suppliers: Details (Name, address, currency etc) are held for each supplier. Orders placed are entered in detail. Upon receipt of the goods the order details are displayed are confirmed or adjusted to the actual costs and quantities received. Receipts and outstanding order reports, together with screen inquiry, provide full control over what has been received and what is still outstanding.

Overseas Suppliers: Extra detail is accommodated for overseas suppliers to enable currency exchange rate conversion and accurate local currency landed cost per unit calculations to be made at the time of receipt of goods.

Customer Order Documents: Customer orders may be supplied from stock, or the order put on reserve, back-ordered, or put on 'hold'. Packing slips / despatch notes can be produced and are then confirmed before the preparation of invoices. Line items may be adjusted or additional lines added until invoices are printed.



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Features of the System

Back Orders & Reserves: Orders on suppliers may be generated from indent customer back orders held on file. In these instances customer orders are cross-referenced to the supplier order. Allocations of items received against customer back orders held can be made on screen by stock item code, customer or invoice numbers.

Financial Writedown of Stock: Setting the financial period write-off option provides for automatic writedown of stock on the anniversary of the date of receipt.

Versatile Sales & Profit Reporting: The sales analysis format may be structured from the customer record, the stock item record or the data keyed at the time of order.

Transaction History: A complete audit trail of all transaction movements for each product is maintained.

Transaction Data

Orders on Suppliers: This section is used when placing an order on a local or overseas supplier or when inquiring into orders already placed. Full details are displayed or recorded including order date and number, supplier code and reference, receiving location and forwarding instructions, estimated arrival date, method of payment, currency exchange rate for overseas suppliers, and for each line item ordered the description quantity and costs.

Receipts from Suppliers: For overseas suppliers there is an extra entry screen presented for all additional charges (customs, duty, sales tax, freight, exchange etc) to enable a true landed cost per unit to be calculated. A 'provisional' total landed cost can also be calculated from a percentage factor loaded at the time of placing an order on the supplier. There are options to control whether the mark-up is calculated from the current retail price, keyed to calculate a new retail price, or whether a retail price is to be entered.

Stock Adjustments & Transfers: Where the orders on suppliers and receipts from suppliers sections are not used stock may be updated by way of an adjustment. Adjustments and transfers from one location to another are also catered for.

Pack Transfers: The section enables stock items recorded under one pack size to be transferred to another, for example from pallets to cartons or from cartons to singles. Checks are made to ensure that 'from' and 'to' pack sizes are compatible.

Customer Orders: Orders from Customers are entered as they are received (over the telephone or from a written order). Both the customer and stock item may be accessed quickly by either the code or name/description. If picking / packing slips are produced these are simply confirmed or adjusted if necessary to reflect what was actually despatched. When a stock item is keyed the bin number, quantity on hand and on order are displayed at the foot of the screen. The stock position for that item at another location may also be shown.

Reserves and Back Orders: Items reserved or back-ordered for customers may be displayed on screen by stock item, customer, or invoice number. The screen enables the quantities reserved or back-ordered to be supplied as recorded or adjusted. This will be on a customer by customer or item by item basis.



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Information held by the System

This module is the standard Intech Debtors and Sales Analysis system. In the case of contract debtors the system runs in conjunction with Contract Costing and there are additional reporting features for claims, payments, GST and retentions. Facilities available encompass:

Client Details: An extensive database of client information is maintained.

Trial Balance and Statements: An aged trial balance, including an overdue analysis can be printed. There are a variety of statement format options and choice of brought forward or open item presentation methods.

Standard Reports Include:

Picking Slips / Packing Slips: When required these are printed and subsequently confirmed with what was actually despatched.

Invoices: Invoices and Credit Notes may be selectively printed by location or other identifiers.

Sales Order Summaries: These are condensed reprints of invoices and credit notes and can be in detail or totals only. When packing slips are used there is also a report showing unconfirmed packing slips. Separate reports of invoices are available.

Stock Valuation Reports: If the financial life of stock has been set this report shows the cost value write down of stock on hand for the period item by item. This may be in total or by selected locations.

Outstanding Order Reports: Orders on suppliers not yet fully received may be detailed by suppliers, stock items or orders.

Current Period Receipts Reports: The details of stock received may be printed with similar options to the outstanding order reports.

Back Order & Reserves Reports: These may be detailed for all or selected customers, for all or selected stock items.

Suggested Re-order Reports: Schedules showing those items with stock levels below re-order points can be produced.

Back-Order Allocation Reports: These are to assist in the allocation of new stock to customers who have back-orders for items.

Description Listings: Listings of the details held on the Supplier and Location files are available as required.

Stock Summaries & Status Reports: Standard stock summaries and status reports are available.

Assembled Items Components Reports: This is a cross reference listing showing the components making up each assembled item.

Price Lists: Price Lists may be produced in selected sequences and for selected prices.



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Standard Reports Include:

Stocktake Schedules: These can be produced in selected sequences to assist with physical stocktakes.

Stock Cost Centre Reports: This report would be printed where the system is being used for stores issues to jobs or cost centres.

Sales, Costs & Profit Analysis: These analyses generally combine coding embedded in the product and customer records and may include codes entered with the invoice. They appear as a by-product of the debtors and sales analysis processing.

Free Format Reports: Report parameters can be set up to produce non standard reports for specific requirements.

Inquiry

Stock Item Inquiry: Step down product enquiry features are provided. The base enquiry screen shows static product information along the left hand side of the screen whilst the right hand side shows the quantities for each stock location plus a rolling 12 month history. Step down features provide a second tier of product information incorporating sales graphs, customer, supplier and back-order details. Stock movements history, last 4 shipment details, notes and image displays.

Product & Customer Reserve & Back Order Inquiry: The customers who have reserved or backordered a particular product may be listed on screen for any location and stock item code. Similarly all the products backordered or reserved for a particular customer may be displayed on the screen.

Supplier Orders: These may be recalled and displayed by order number, supplier code or stock item.

Customer Prices: Product Prices as related to individual customers may be displayed. Discounts and price variances as they apply individual customers are taken into account.

Contact Details

For further information relating to the Intech **STOCK** System



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