
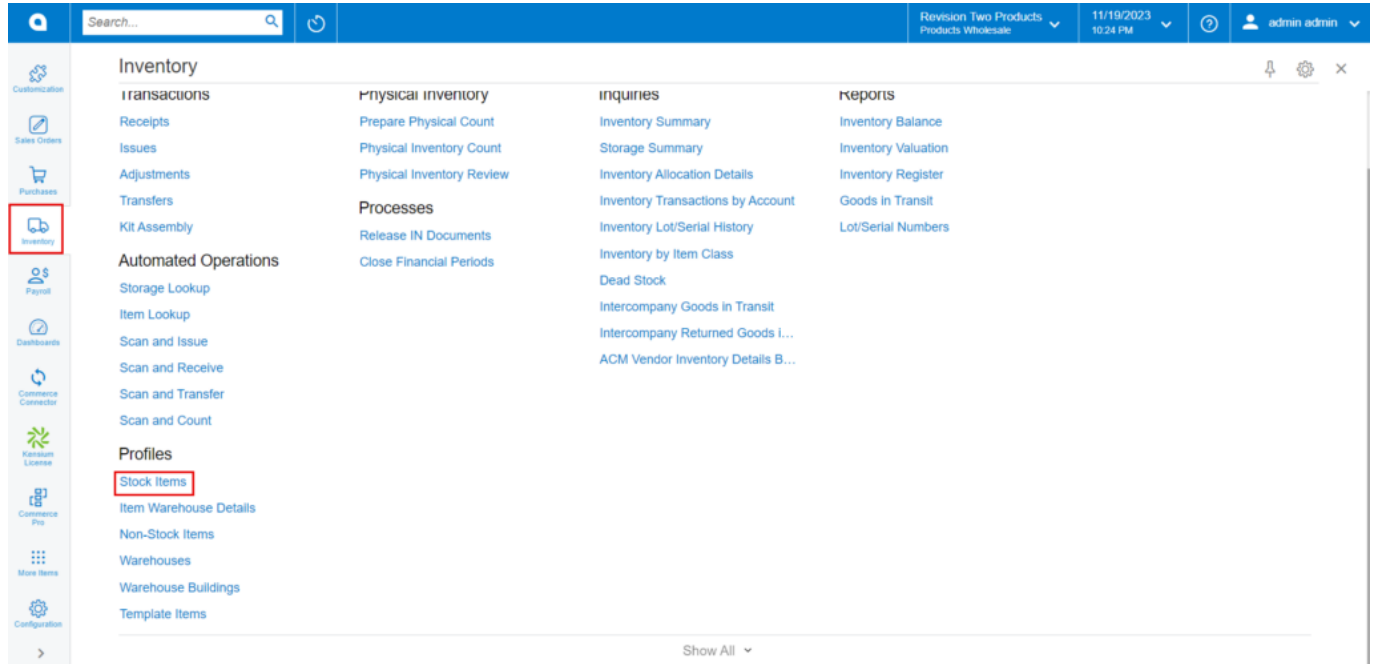


Syncing Free Stock Items in Stock Items

 You need to navigate to the left side panel of **[Acumatica]** and click on **[Inventory]** and then click on **[Stock Items]** under **[Profiles]**.



Stock Items

- Upon clicking you will be redirected to the Stock Items screen.
- Click on **[+]** icon.

Search...

Revision Two Products

Products Wholesale

11/19/2023

10:30 PM

admin admin

Stock Items

CUSTOMIZATION TOOLS

Stock Items

</

Stock Items

- You need to create a new **[Inventory ID]**.
- Select the **[Item status]** from the drop-down.
- You can add the **[Description]** about the created item.

Search...

Revision Two Products
Products Wholesale

11/20/2023
2:44 AM

admin admin

Stock Items
CHAIR - Chair

Inventory ID: CHAIR - Chair
Item Status: Active
Description: Chair

Product Workgroup:
Product Manager:

GENERAL PRICE/COST WAREHOUSES S3 IMAGES VENDORS ATTRIBUTES MERCHANDISE PACKAGING CROSS-REFERENCE RELATED ITEMS REPLENISHMENT DEFERRAL

Template ID:
Item Class: ALLOTHER - - - All Others
Website(s):
Type:

Valuation Method:
Tax Category:
Posting Class:
Lot/Serial Class:
Auto-Incremental Value:
Country Of Origin:

WAREHOUSE DEFAULTS
Default Warehouse:
Default Issue From:
Default Receipt To:

UNIT OF MEASURE
Base Unit:
Sales Unit:

PACK
EA
EA
Divid
Conversion Factor
To Unit
1.000000 PACK

WAREHOUSE KIT QTY
Warehouse
Available Qty
Possible Kit Qty Last Qty Calculated

Select - Item Class

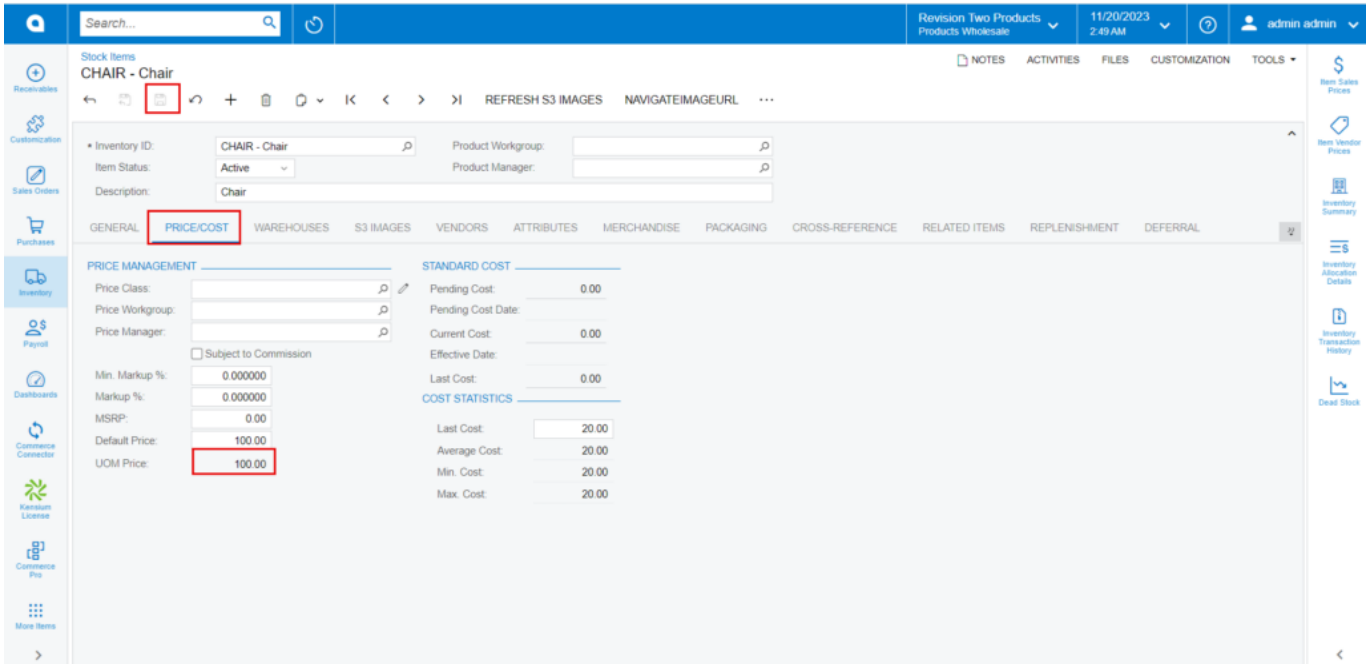
Class ID	Description
ALLOTHER - -	All Others
CONSUMER - -	Consumer Goods
CONSUMER -100-...	Baby Products
CONSUMER -200-...	Fitness/Wellness
CONSUMER -300-...	Toys
CONSUMER -400-...	Garden & Patio
CONSUMER -500-...	Tee Shirts

Fixed ABC Code
Fixed Movement Class

Item Class

PRICE/COST

- You must enter the price in **[Default Price]** field.



The screenshot shows the 'Stock Items' page for 'CHAIR - Chair'. The 'PRICE/COST' tab is selected and highlighted with a red box. The 'UOM Price' field is also highlighted with a red box and contains the value '100.00'. Other visible fields include 'Inventory ID', 'Item Status', 'Description', 'Product Workgroup', 'Product Manager', 'Price Class', 'Price Workgroup', 'Price Manager', 'Min. Markup %', 'Markup %', 'MSRP', 'Default Price', 'Pending Cost', 'Pending Cost Date', 'Current Cost', 'Effective Date', 'Last Cost', 'COST STATISTICS', 'Last Cost', 'Average Cost', 'Min. Cost', and 'Max. Cost'.

Price/cost

- Click on **[Save]**.

Adding Quantity to the Stock Items

- You must navigate to the left side of Acumatica and click on **[Inventory]** and then click on **[Receipts]** under **[Transactions]**.
- Click on **[+]** icon, then you will be redirected to Receipts screen.

+

Receipts

+

Customization

+

Sales Orders

+

Purchases

+

Inventory

+

Payroll

+

Dashboards

+

Commerce Connector

+

Kensium License

+

Connect Pro

+

More Items

Search...

?

admin admin

Revision Two Products

Products Wholesale

11/20/2023

9:27 PM

CUSTOMIZATION

TOOLS

Receipts

+

Status: All

Date: All

▽

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🔍

		Document Type	Reference Nbr.	Status	Date	Post Period	Total Qty.	Total Cost	Batch Nbr.	Created On
>	🔍	Receipt	001841	Released	11/19/2023	11-2023	5.00	0.00	00007593	11/19/2023
	🔍	Receipt	001840	Released	11/19/2023	11-2023	5.00	0.00	00007592	11/19/2023
	🔍	Receipt	001839	Released	11/19/2023	11-2023	5.00	0.00	00007591	11/19/2023
	🔍	Receipt	001838	Released	11/16/2023	11-2023	100.00	2,000.00	00007590	11/16/2023
	🔍	Receipt	001837	Released	11/14/2023	11-2023	60.00	0.00	00007588	11/14/2023
	🔍	Receipt	001836	Released	10/23/2023	10-2023	100.00	2,000.00	00007584	10/23/2023
	🔍	Receipt	001835	Released	10/22/2023	10-2023	5.00	100.00	00007582	10/22/2023
	🔍	Receipt	001834	Released	10/22/2023	10-2023	10.00	549.70	00007581	10/22/2023
	🔍	Receipt	001833	Released	10/22/2023	10-2023	65.00	0.00	00007580	10/22/2023
	🔍	Receipt	001832	Released	9/26/2023	09-2023	10.00	0.00	00007579	9/26/2023
	🔍	Receipt	001831	Released	9/26/2023	09-2023	10.00	0.00	00007578	9/26/2023
	🔍	Receipt	001830	Released	9/26/2023	09-2023	50.00	0.00	00007577	9/26/2023
	🔍	Receipt	001829	Released	9/21/2023	09-2023	15.00	0.00	00007576	9/21/2023
	🔍	Receipt	001828	Released	9/20/2023	09-2023	50.00	0.00	00007572	9/20/2023
	🔍	Receipt	001827	Released	9/19/2023	09-2023	15.00	0.00	00007571	9/19/2023
	🔍	Receipt	001826	Released	9/19/2023	09-2023	0.00	0.00	00007570	9/19/2023
	🔍	Receipt	001825	Released	9/1/2023	09-2023	100.00	0.00	00007566	9/1/2023
	🔍	Receipt	001824	Released	9/1/2023	09-2023	15.00	0.00	00007565	9/1/2023
	🔍	Receipt	001823	Released	9/1/2023	09-2023	100.00	0.00	00007564	9/1/2023

1-19 of 1655 records

1

of 88 pages

>

<

Receipts

- Click on **[+]** icon under **[Details]** and search for the created **[Inventory ID]**.
- Enter the **[Quantity]**.
- Click on **[Save]**.
- Click on **[Remove Hold]**.

Search...

Revision Two Products
Products Wholesale

11/20/2023
9:21 PM

admin admin

Receipts

NOTES

ACTIVITIES

FILES

CUSTOMIZATION

TOOLS

New Record

REMOVE HOLD

Reference Nbr.: <NEW>

Transfer Nbr.:

Total Qty.: 0.00

Status: On Hold

External Ref.:

Total Cost: 0.00

Date: 11/20/2023

Description:

Post Period: 11-2023

DETAILS

FINANCIAL

+

X

LINE DETAILS

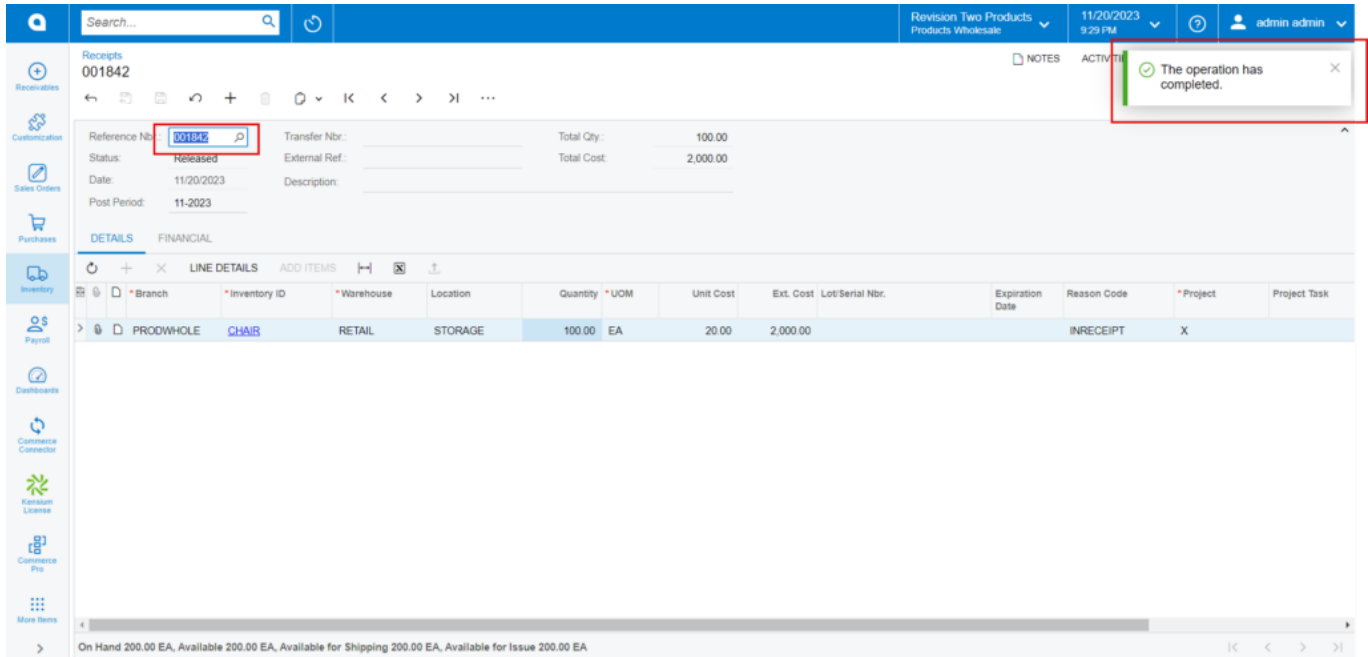
ADD ITEMS

Branch	Inventory ID	Warehouse	Location	Quantity	UOM	Unit Cost	Ext. Cost	Lot/Serial Nbr.	Expiration Date	Reason Code	Project	Project Task
PRODWHOLE	CHAIR	RETAIL	STORAGE	100.00	EA	20.00	0.00				X	

On Hand 100.00 EA, Available 100.00 EA, Available for Shipping 100.00 EA, Available for Issue 100.00 EA

Receipts

- Upon clicking **[Remove Hold]** the **[Reference Nbr.]** will appear and **[The Operation Completed]** message will pop-up on the screen.



Search...

Revision Two Products
Products Wholesale

11/20/2023
9:29 PM

admin admin

Receipts
001842

NOTES ACTIVITY

The operation has completed.

Reference Nbr.: 001842
Status: Released
Date: 11/20/2023
Post Period: 11-2023

Transfer Nbr.:
External Ref.:
Description:

Total Qty.: 100.00
Total Cost: 2,000.00

DETAILS FINANCIAL

LINE DETAILS ADD ITEMS

	Branch	Inventory ID	Warehouse	Location	Quantity	UOM	Unit Cost	Ext. Cost	Lot/Serial Nbr.	Expiration Date	Reason Code	Project	Project Task
>	PRODWHOLE	CHAIR	RETAIL	STORAGE	100.00	EA	20.00	2,000.00			INRECEIPT	X	

On Hand 200.00 EA, Available 200.00 EA, Available for Shipping 200.00 EA, Available for Issue 200.00 EA

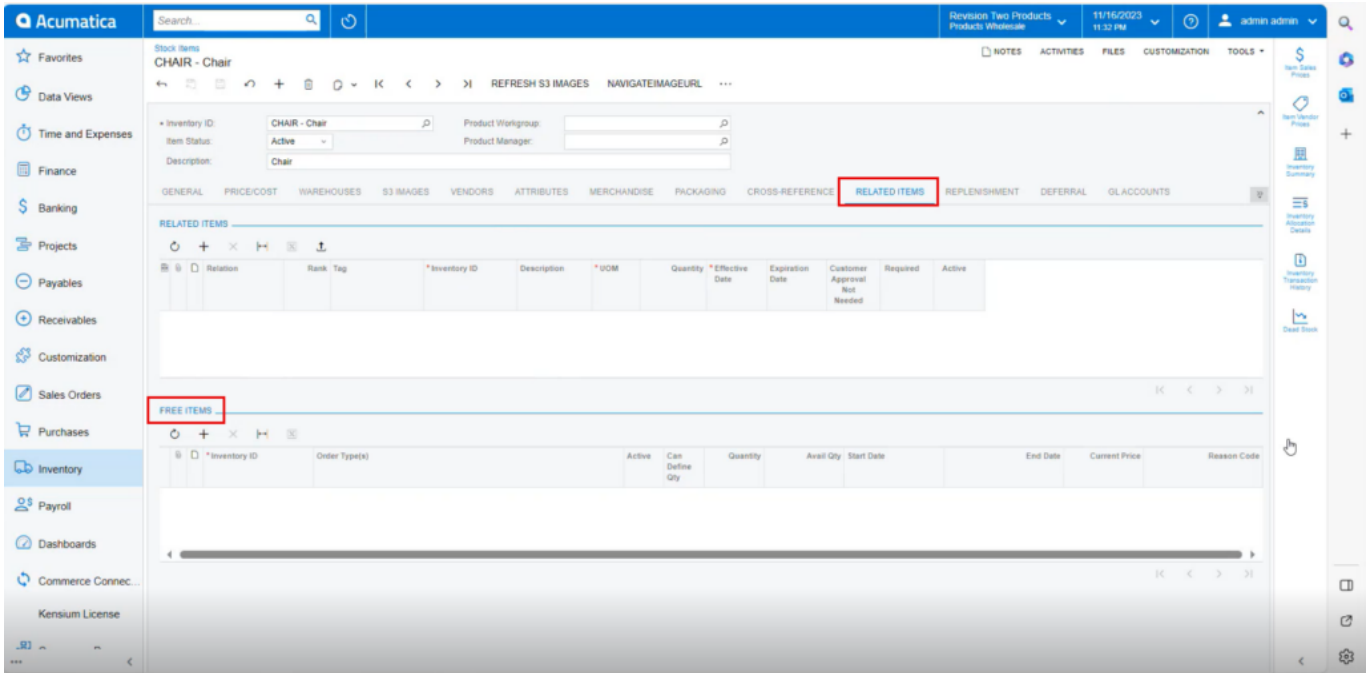
Receipts

- Upon adding the Quantity to the stock items, you must navigate back to stock items screen and click on **[Related Items]** tab to add the free item.

RELATED ITEMS

The Free items that you are supplying to the consumer with the parent item should be added under **[FREE ITEMS]**.

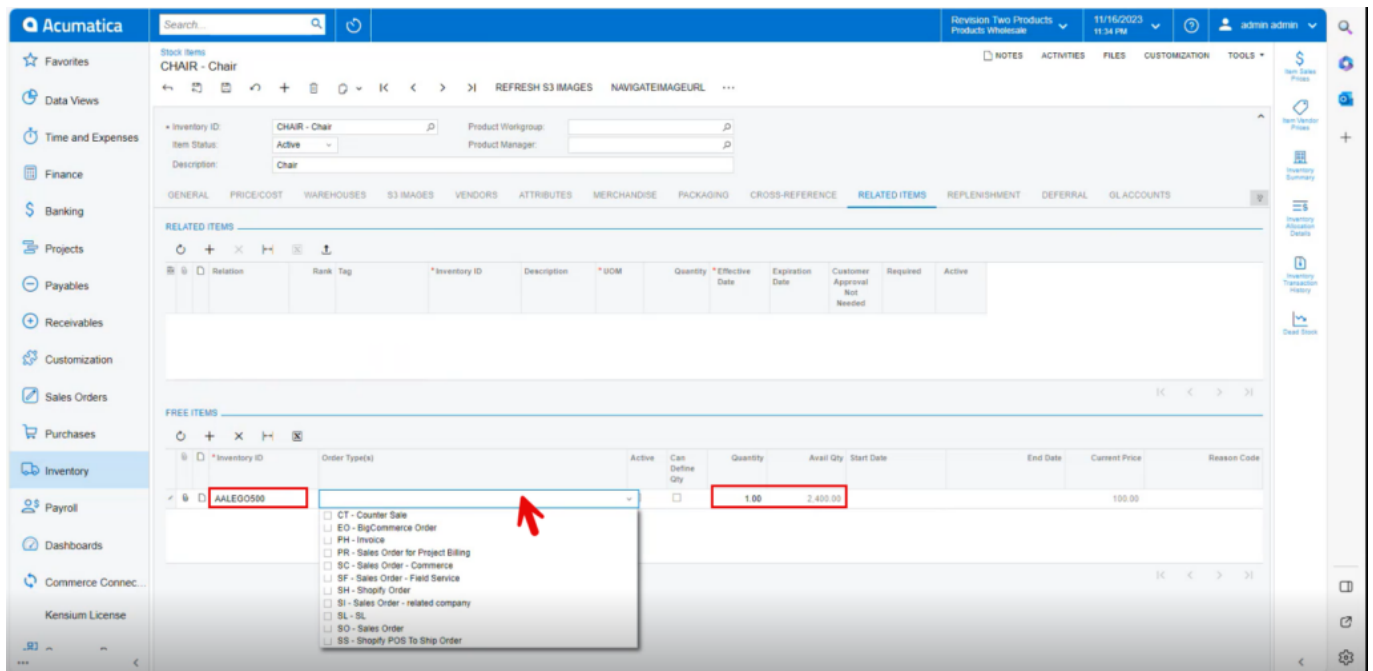
- Click on **[+]** icon.
- Search for the **[Inventory ID]** from the existing stock items.



The screenshot shows the Acumatica software interface. The top navigation bar includes a search bar, a user profile dropdown, and a date/time display. The left sidebar contains various modules like Favorites, Data Views, Time and Expenses, Finance, Banking, Projects, Payables, Receivables, Customization, Sales Orders, Purchases, Inventory, Payroll, Dashboards, and Commerce Connect. The main content area is titled 'Stock Items' and 'CHAIR - Chair'. It features a search bar, a status dropdown (set to 'Active'), and a description field (set to 'Chair'). Below this, there are tabs for GENERAL, PRICE/COST, WAREHOUSES, S3 IMAGES, VENDORS, ATTRIBUTES, MERCHANDISE, PACKAGING, CROSS-REFERENCE, **RELATED ITEMS**, REPLENISHMENT, DEFERRAL, and GLACCOUNTS. The 'RELATED ITEMS' tab is active, showing a table with columns: Relation, Rank, Tag, Inventory ID, Description, UOM, Quantity, Effective Date, Expiration Date, Customer Approval, Required, and Active. Below this table, there is a section for 'FREE ITEMS' with a table that has columns: Inventory ID, Order Type(s), Active, Can Define Qty, Quantity, Avail Qty, Start Date, End Date, Current Price, and Reason Code. The 'Avail Qty' column is highlighted in the 'FREE ITEMS' table.

Related Item

- Upon selecting the stock items, the **[Avail Qty]** will appear on the screen.
- Select the **[Order Type]** from the drop-down menu.



The screenshot shows the Acumatica interface for setting up a 'CHAIR - Chair' item. The 'RELATED ITEMS' section is active, and a dropdown menu for 'Order Type(s)' is open, showing various order types like 'CT - Counter Sale', 'EO - BigCommerce Order', etc. A red arrow points to the dropdown menu.

Inventory ID	Item Status	Description	Product Workgroup	Product Manager
CHAIR - Chair	Active	Chair		

Relation	Rank	Tag	*Inventory ID	Description	*DOM	Quantity	Effective Date	Expiration Date	Customer Approval Not Needed	Required	Active
			AALE00580			1.00		2.400.00			

Order Type(s)	Active	Can Define Qty	Quantity	Avail Qty	Start Date	End Date	Current Price	Reason Code
CT - Counter Sale	<input type="checkbox"/>	<input type="checkbox"/>						
EO - BigCommerce Order	<input type="checkbox"/>	<input type="checkbox"/>						
PH - Invoice	<input type="checkbox"/>	<input type="checkbox"/>						
PR - Sales Order for Project Billing	<input type="checkbox"/>	<input type="checkbox"/>						
SC - Sales Order - Commerce	<input type="checkbox"/>	<input type="checkbox"/>						
SF - Sales Order - Field Service	<input type="checkbox"/>	<input type="checkbox"/>						
SH - Shopify Order	<input type="checkbox"/>	<input type="checkbox"/>						
SI - Sales Order - related company	<input type="checkbox"/>	<input type="checkbox"/>						
SL - SL	<input type="checkbox"/>	<input type="checkbox"/>						
SO - Sales Order	<input type="checkbox"/>	<input type="checkbox"/>						
SS - Shopify POS To Ship Order	<input type="checkbox"/>	<input type="checkbox"/>						

Order Type

- You must enable the **[Active]** radio button, then only the select free item will display in the sales orders screen.
- Enter the **[Quantity]**.
- Enable the Check box for **[Can Define Qty]**.
- You must select the **[Start]** and **[End]** dates, for the offer to be valid.
- The price of the selected free item will be displayed in the **[Current Price]** column.

Acumatica

Search

Revision Two Products
Products Wholesale

11/16/2023
11:35 PM

admin admin

Stock Items
CHAIR - Chair

Inventory ID: CHAIR - Chair
Item Status: Active
Description: Chair

Product Workgroup:
Product Manager:

GENERAL PRICE/COST WAREHOUSES S3 IMAGES VENDORS ATTRIBUTES MERCHANDISE PACKAGING CROSS-REFERENCE RELATED ITEMS REPLENISHMENT DEFERRAL GLACCOUNTS

RELATED ITEMS

Relation	Rank	Tag	Inventory ID	Description	*UOM	Quantity	Effective Date	Expiration Date	Customer Approval Not Needed	Required	Active

FREE ITEMS

Inventory ID	Order Type(s)	Active	Can Define Qty	Quantity	Avail Qty	Start Date	End Date	Current Price	Reason Code
AALEGO500	SO - Sales Order	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.00	2,400.00	11/16/2023	11/29/2023	100.00	

Enable the Checkbox

- Click on **[Save]**.