

Physical Count

 To process a physical count, you must first set up your count Types through the Physical Inventory Types screen. Here you will want to make sure the following two options are turned off in The ERP on the Inventory Preferences screen to perform a physical count on the handheld.

1. Add One Unit Per Barcode
2. Automatically Add Receipt Line for Barcode

Once you have configured your count classes you can go to the distribution\Inventory\Process\Prepare Physical Count screen to generate the count. Once generated you should be able to see the information in the Physical Count Inventory Review screen.

From the handheld, you can now scan/enter the count in the Physical Count Screen.



You can flip the scanning options on the handheld by toggling the Count Entry Method Button which will allow you to flip between Enter Qty where you will have to enter in a quantity for each item scanned in OR Default Qty of 1 where each scan of an item will automatically default to 1. This can only be changed at the beginning of the session.

As items are loaded through the menu, they are sent back to the Physical Count Inventory Review screen in real-time to be reviewed. Complete the count and refer to your ERP processes for closing a count.



Revision Two HQ - Physical Inventory Review

Reference Nbr.: 000006 Total Physical Qty.: 22,605.72
Warehouse: RETAIL - HQ Retail Warehouse Total Variance Qty.: 0.00
Status: Completed Total Variance Cost: 0.00
Freeze Date: 5/11/2018
Description: Full inventory count

PHYSICAL INVENTORY DETAILS ADJUSTMENT INFO

Generate Physical Count

Type ID: FULLPIC
Description: Full inventory count
Warehouse: RETAIL
Generation Method: Full Physical Inventory

Status	Line Nbr.	Tag Nbr.	Inventory ID	Description	Location	Lot/Serial	Expiration	Book	Physical Quantity	Variance Quantity
Entered	1		AACOMPUT01	Acer Laptop ...					2.00	0.00
Entered	2		AALEGO500	Lego 500 pie...					2.00	0.00
Entered	3		AALEGO500	Lego 500 pie...					2.00	0.00
Entered	4		AACOMPUT01	Acer Laptop ...					40.00	0.00
Entered	5		AALEGO500	Lego 500 pie...					46.00	0.00
Entered	6		AAPOWERAID	Poweraid 32...					600.00	0.00
Entered	7		AAPOWERAID	Poweraid 32...	STORAGE	LREX000006	1/1/2020	410.00	410.00	0.00
Entered	8		CONBABY1	South Shore...	STORAGE			5.00	5.00	0.00
Entered	9		CONBABY2	Little Tikes B...	STORAGE			3.00	3.00	0.00
Entered	10		CONBABY3	Grac Pack N...	STORAGE			4.00	4.00	0.00
Entered	11		CONGRILLT	Mr BBQ 18 ...	STORAGE			5.00	5.00	0.00

Revision Two HQ - Physical Inventory Review

Reference Nbr.: 000007 Total Physical Qty.: 0.00
Warehouse: RETAIL - HQ Retail Warehouse Total Variance Qty.: 0.00
Status: Counting In Progress Total Variance Cost: 0.00
Freeze Date: 5/14/2018
Description: Full inventory count

PHYSICAL INVENTORY DETAILS ADJUSTMENT INFO

Status	Line Nbr.	Tag Nbr.	Inventory ID	Description	Location	Lot/Serial Number	Expiration Date	Book Quantity	Physical Quantity	Variance Quantity	Unit Cost	Ext. Variance Cost	Reason Code
Not E...	1		AACOMPUT01	Acer Laptop ...	R10RACK1			2.00			247.07		PHYINVADJ
Not E...	2		AALEGO500	Lego 500 pie...	R10RACK2			2.00			50.00		PHYINVADJ
Not E...	3		AALEGO500	Lego 500 pie...	R11RACK1			2.00			50.00		PHYINVADJ
Not E...	4		AACOMPUT01	Acer Laptop ...	STORAGE			36.00			247.07		PHYINVADJ
Not E...	5		AALEGO500	Lego 500 pie...	STORAGE			46.00			50.00		PHYINVADJ
Not E...	6		AAPOWERAID	Poweraid 32...	STORAGE	LREX0	1/1/2019	2,600.00			0.45		PHYINVADJ
Not E...	7		AAPOWERAID	Poweraid 32...	STORAGE	LREX000006	1/1/2020	410.00			0.45		PHYINVADJ
Not E...	8		CONBABY1	South Shore...	STORAGE			5.00			107.09		PHYINVADJ
Not E...	9		CONBABY2	Little Tikes B...	STORAGE			3.00			40.00		PHYINVADJ
Not E...	10		CONBABY3	Grac Pack N...	STORAGE			4.00			112.70		PHYINVADJ
Not E...	11		CONGRILLT	Mr BBQ 18 ...	STORAGE			5.00			15.39		PHYINVADJ
Not E...	12		ELE32LED	Samsung 40...	STORAGE			63.00			286.29		PHYINVADJ
Not F	13		FI FROARD	Anton.com	STORAGE			100.00			144.89		PHYINVADJ

This screen creates a reference number to be checked, which can be reviewed in the WMS from Android, in the physical count feature.



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PHYSICAL COUNT

The user should be able to enter a reference # of the physical inventory review created previously in Acumatica, after entering this #, the user will have an option to enter manual quantity, by default this option is not checked and the user can scan/enter each item one by one.

← Physical Count X

Enter Reference #:
000007

Enter manual quantity

START COUNT



Revision Two HQ - Physical Inventory Review

SAVE & CLOSE FINISH COUNTING COMPLETE PI CANCEL PI

Reference Nbr.: 000007 Total Physical Qty.: 0.00
Warehouse: RETAIL-HQ Retail Warehouse Total Variance Qty.: 0.00
Status: Counting In Progress Total Variance Cost: 0.00
Freeze Date: 5/14/2018
Description: Full Inventory count

PHYSICAL INVENTORY DETAILS ADJUSTMENT INFO

Status	Line Nbr.	Tag Nbr.	Inventory ID	Description	Location	Lot/Serial Number	Expiration Date	Book Quantity	Physical Quantity	Variance Quantity	Unit Cost	Ext. Variance Cost	Reason Code
Not E...	1		AACOMPUT01	Acer Laptop ...	R10RACK1			2.00			247.07		PHYINVADJ
Not E...	2		AALEGO500	Lego 500 pie...	R10RACK2			2.00			50.00		PHYINVADJ
Not E...	3		AALEGO500	Lego 500 pie...	R11RACK1			2.00			50.00		PHYINVADJ
Not E...	4		AACOMPUT01	Acer Laptop ...	STORAGE			36.00			247.07		PHYINVADJ
Not E...	5		AALEGO500	Lego 500 pie...	STORAGE			46.00			50.00		PHYINVADJ
Not E...	6		AAPOWERAID	Poweraid 32...	STORAGE	LREX0	1/1/2019	2,600.00			0.45		PHYINVADJ
Not E...	7		AAPOWERAID	Poweraid 32...	STORAGE	LREX000006	1/1/2020	410.00			0.45		PHYINVADJ
Not E...	8		CONBARY1	South Shore...	STORAGE			5.00			107.09		PHYINVADJ
Not E...	9		CONBARY2	Little Tikes B...	STORAGE			3.00			40.00		PHYINVADJ
Not E...	10		CONBARY3	Grac Pack N...	STORAGE			4.00			112.70		PHYINVADJ
Not E...	11		CONGBILLT	Mr BBQ 18...	STORAGE			5.00			15.39		PHYINVADJ
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Not F	13		FI FROARD	I anton com...	STORAGE			100.00			144.89		PHYINVADJ

When pressing the button to start an account, if the reference # exists in Acumatica, then a new screen will be shown asking the user for the BIN ID, the user should enter an existing BIN ID, and press on next button.

After doing this, if the bin exists in the warehouse, then the user will be able to start counting the items, the user can scan/enter an item code and then press the next button.



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Count 000007 ✓ ✕

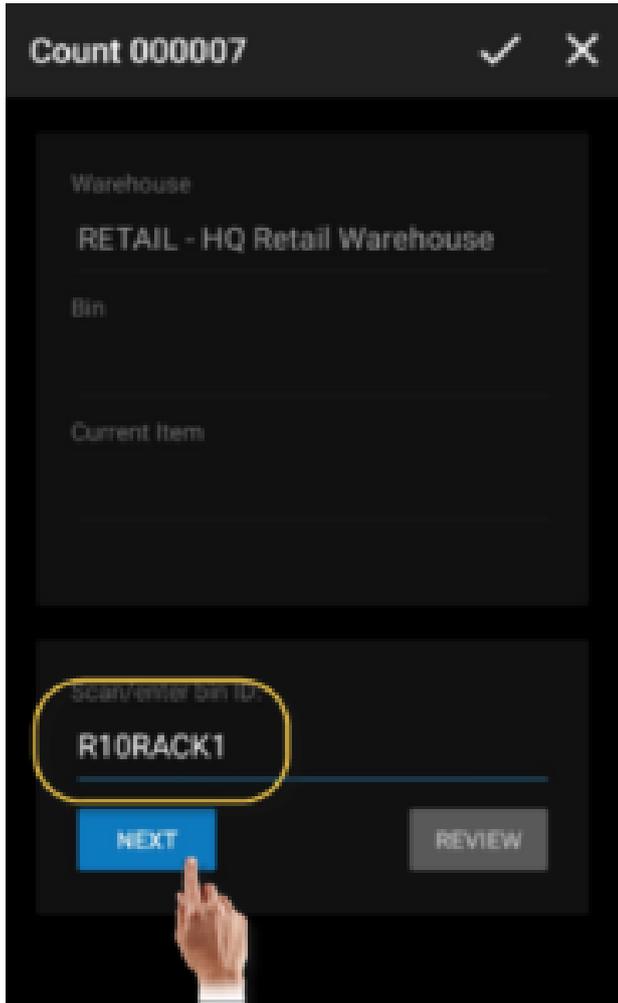
Warehouse
RETAIL - HQ Retail Warehouse

Bin

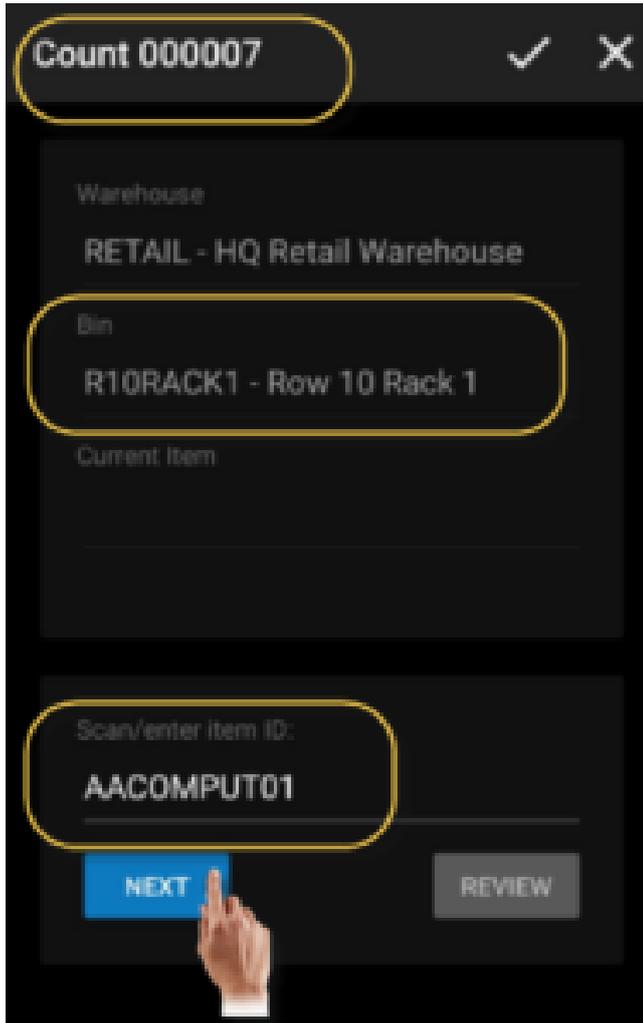
Current Item

Scan/enter bin ID:

NEXT REVIEW

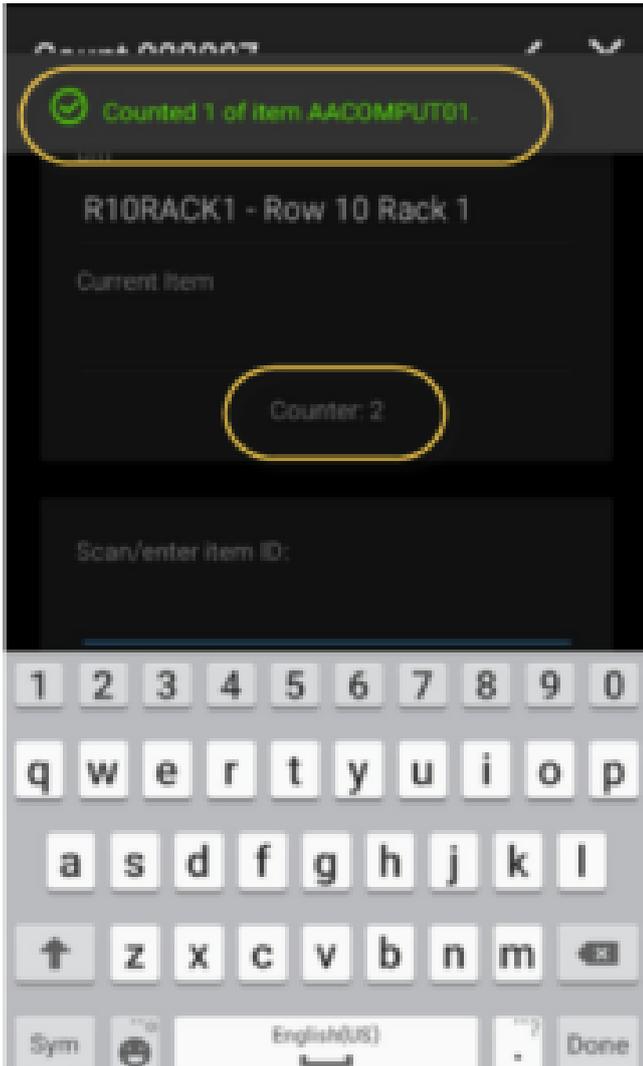


If the item is correct then a message in green will be shown on the top of the screen, let them know to the users that the item has already been counted, and then we press the next button until we finish counting each item.



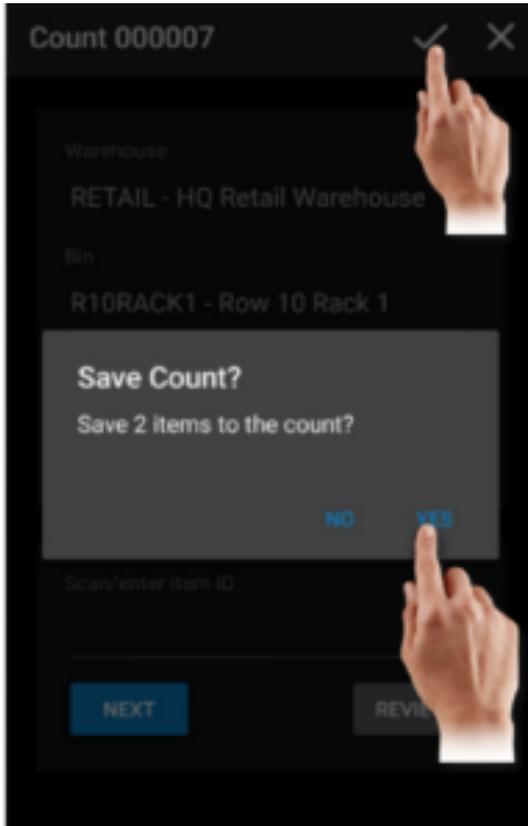


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If the user presses the check mark at the top/right of the screen a new window asking the user will be shown, confirming if the user wants to save the X number of items to the count, if user press YES then the count will be done and we return to the WMS menu(refers point 4) We can see all these changes reflected in Acumatica, by selecting the Reference number in the physical inventory review screen, as you can see in the image below the physical count is done.



Revision Two HQ - Physical Inventory Review

NOTES ACTIVITIES FILES NOTIFICATIONS CUSTOMIZATION

SAVE & CLOSE FINISH COUNTING COMPLETE PI CANCEL PI

Reference Nbr.: Cancel (Esc)
Warehouse: RETAIL - HQ Retail Warehouse
Status: Counting in Progress
Freeze Date: 5/14/2018
Description: Full inventory count

Total Physical Qty.: 2.00
Total Variance Qty.: 0.00
Total Variance Cost: 0.00

PHYSICAL INVENTORY DETAILS ADJUSTMENT INFO

Status	Line Nbr.	Tag Nbr.	Inventory ID	Description	Location	Lot/Serial Number	Expiration Date	Book Quantity	Physical Quantity	Variance Quantity	Unit Cost	Ext. Variance Cost	Reason Code
Entered	1		AACOMPUT01	Acer Laptop ...	R10RACK1			2.00	2.00	0.00	247.07	0.00	PHYINVADJ
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Not E...	3		AALEGO500	Lego 500 pie...	R11RACK1			2.00			50.00		PHYINVADJ
Not E...	4		AACOMPUT01	Acer Laptop ...	STORAGE			36.00			247.07		PHYINVADJ
Not E...	5		AALEGO500	Lego 500 pie...	STORAGE			46.00			50.00		PHYINVADJ
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Not E...	7		AAPOWERAID	Poweraid 32...	STORAGE	LREX000006	1/1/2020	410.00			0.45		PHYINVADJ
Not E...	8		CONBABY1	South Shore...	STORAGE			5.00			107.09		PHYINVADJ
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