

A RETAILER'S BEST FRIEND.



In-Transit

Version 8

<https://youtu.be/xNIB19TOwS4>

In-transit quantities are those item quantities that have left the source inventory (listed on out slips) and are currently en route to the target store (to be received on an In Slip). The purpose is to tighten security as well as to be able to account for items that are “in transit”, between stores. If you choose to track the days in transit, you will need to set a few system preferences.

Setting up your System Preferences

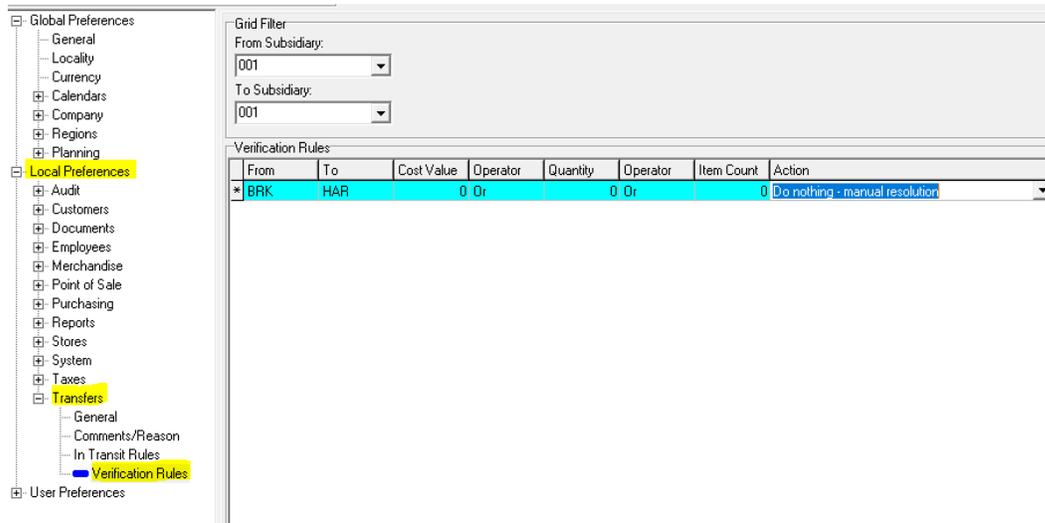
The first setting that should be turned on will be on TRANSFERS. Check the “Require Matching In Slips to file pairs. Once that is done you will want to set the days in-transit. In-Transit is the number of days that merchandise is “in-transit” and NOT physically in either the outgoing (From) store or the receiving (In) store. You must first check the “Track merchandise In Transit” first (see arrow below).

For each location combination available in the grid below, define the

| | From | 000 | 001 | 002 | 003 | 004 |
|----|------|-----|-----|-----|-----|-----|
| To | 000 | N/A | 1 | 2 | 3 | 4 |
| | 001 | 1 | N/A | 3 | 3 | 4 |
| | 002 | 2 | 3 | N/A | 3 | 4 |
| | 003 | 3 | 3 | 3 | N/A | 4 |
| | 004 | 4 | 4 | 4 | 4 | N/A |

Notice the grid. The stores listed down the left-hand side, are the store transfers are going TO. The stores listed along the top are the stores the transfers are coming FROM. If it takes 3 days for merchandise to go FROM store 002 going TO store 004, we enter a 4 into the field that those 2 stores meet up.

Once both the out slip and the in slip have been made, they will need to be matched up in TRANS VERIFICATION. In system preferences, you can define how you want the system to auto resolve mis-matched documents and if you will allow certain cost or qty variances. These are called verification rules. You can set these up for every From/To combination. The example only shows one, but you can create as many as you need.



The example also only shows one option for resolution. There are 5 options:

- **Do Nothing – manual resolution:** This option means you will manually choose how to resolve the mis-match yourself on a case by case basis
- **Make In Slip match Out Slip:** This will reverse each of the documents and make a new out slip and receiving voucher so the documents match, basing it on the Out Slip
- **Make Out slip match In slip:** This will reverse each of the documents and make a new out slip and receiving voucher so the documents match, basing it on the Receiving Voucher
- **Adjust Source inventory:** Changes the OH qty at the source location
- **Adjust Target inventory:** Changes the OH qty at the target location

Once you have set these rules up, click on the Update button on the side menu.

Trans Verification

Trans Verification is matching up out slips with the correlating receiving voucher. The recommendation is to use the **UPDATE ALL** button first. This will match up all the documents that are an exact match.

Once those are out of the way, use the **RESOLVE ALL** button.

This option looks at the verification rules you have set up and it will apply the appropriate rule you have set up.

There are many more options than Resolve All. You will need to book some time with a trainer to go over all of your matching options