

7. Inventory Management

Resource>>Inventory Items

Material Code	General Description	Price	Category	Supplier
Granite (002)	5000 ton	100	raw material	Bedok Branch
Cement (003)	5000 ton	10000	raw material	-
Light Tower (010)	5000	10000	Fencing	-
Headlight (011)	50	15000	Night Lights	-
Brick (009)	5000 ton	15000	raw material	-

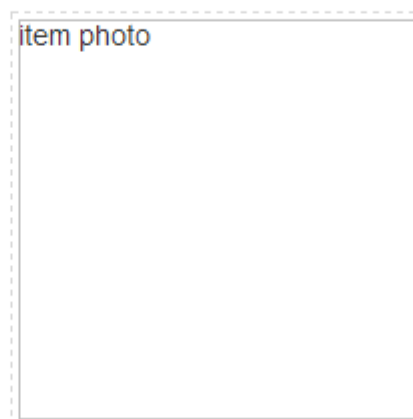
7.1 Finding an Item in the Inventory

7.2 Creating a New Item in the Inventory

Material Code,General Description ...

- Click the button, the following window should appear

Photo




Material Information

Material Code	<input type="text" value="Material Code"/>
General Description	<input type="text" value="General Description"/>
Material Name	<input type="text" value="Material/Item/Product"/>
Quantity	<input type="text" value="0"/> <input type="button" value="▲"/> <input type="button" value="▼"/>
Unit Price	<input type="text" value="0"/> <input type="button" value="▲"/> <input type="button" value="▼"/>
Unit Measurement	<input type="text" value="Unit Measurement"/>
Category	<input type="text" value="-"/> <input type="button" value="▼"/>
Supplier	<input type="text" value="-"/> <input type="button" value="▼"/>

You can upload a photo of the item and then key in general information about the item. Click to complete saving of information or click to cancel saving of information.

7.3 Editing of Inventory Item



- Click the  button to edit inventory item information the window below should appear
Item Information

Material Code	<input type="text" value="002"/>
General Description	<input type="text" value="General Description"/>
Material Name	<input type="text" value="Granite"/>
Unit Measurement	<input type="text" value="ton"/>
Quantity	<input type="text" value="5000"/>
Unit Price	<input type="text" value="100"/>
Category	<input type="text" value="-"/>
Supplier	<input type="text" value="-"/>

- When done, click **Update Info** to save edited information or click **Cancel** to abandon changes made to inventory information.

7.4 Deleting of Inventory Information



Click the button above to delete inventory information.

Delete Inventory

Are you sure to delete this Inventory ?

- The window above should appear, click **OK** to confirm deletion or click **Cancel** to keep Inventory Information