Retrieving Finished Inventory

What is the purpose of this setup step?

The purpose of this step is to show you how to retrieve parts previously produced for Finished Inventory. If you need instructions on creating a part for Finished Inventory, please refer to the document titled "Creating a part for Finished Inventory."

This will involve:

- A. Retrieving the finished inventory for sale.
- A. Retrieving the part from finished inventory is done through the Finished Goods product.
 - 1) In this example, we will retrieve a part from inventory previously created using the Finished Goods product.
 - a) The Finished Goods product can be found in the Miscellaneous category in the product tree.

Company: (none)		
Description:		
📑 Items 👢 Company 🛷 To	otals 👺 Payments 🤍 Notes 🤍 Estimate Greetings 🐇 Shipping 🤫 Parts 🥹 Schedule 🔝 User Defined Fields 🗟 Shipping	
🧾 😼 Copy New Line Item 🚽	🔍 💽 😹 New Line Item 🖕 Delete 🏂 Clone 🕠 Move Lp 🕠 Move Down 🔉 Demote 🗶 Promote	
Copy All Line Items	Product Items Station Base Mods Rnd Adj Disc. Unit Price Subtotal Taxes	Total
Finished Goods	\$0.00 \$0.00 \$0.00 - \$0.00 \$0.00 - \$0.00	0.00
🐨 💘 Artwork / Design	Product Finished Goods V Station: (none) V O O O O S /	
😨 🤫 Billboard Lease		
😥 🤓 Composition Signs		
🕀 🥞 Cut Vinyl Signs	Finished Goods II 2 Unit Price: 0.0000 Pre-Tax Price: 0.000	
🛨 🤫 Digital Prints		
+ Vimensional Signs	Add-Ons All Parts	
+ Electric Signs	Parts Calegory:	
- 💘 Miscellaneous 🖣	Part Value Ville Value Ville V	
📕 🦳 🥽 Die Cut		
— 💐 Finished Goods	Quantity: 1 🚖	
— 🧃 Misc		
— 🛒 Misc - Area		
- SMS Standard	Base Price: \$ 0.00	
+ Post / Frames / Hardware	Add-on Price: \$ 0.00 +	
+ X Screenprint	(Prints on Estimates, Invoices and Work Orders)	
🗉 👻 Service / Installation / Wa	Sub Tota: \$ 0.00 -	
😥 🤫 Shipping & Delivery	Cost Details	
🖅 🥞 System		
🛞 🦉 Textiles		
+ 🤫 Transition Products	Design Shipping Letellation	
+- 😽 Venicie Wraps	Design Shipping Installation	
	Misc	
	a Pricing Form 🔄 Summary 🔄 Details 🎬 Activities 💘 Parts 🎺 Advanced	
		ancel

b) Click Finished Goods

- 2) Open the Finished Goods product.
 - a) Click the dropdown for *Parts Category* and select the category where your finished inventory has been added. In this case we will use Screen Print Inventory.
 - b) Click on the dropdown for *Part* and select the part you are retrieving from inventory.

	Add-Ons All Parts
Parts Category: Screen Print Inventory	2)
Base Price: \$ 450.00 Add-on Price: \$ 0.00 - Sub Total: \$ 450.00 - Cost Details	Description Production Notes (Prints on Estimates, Invoices and Work Orders) Finished Goods
	Design Shipping Installation Misc

c) Enter the *Quantity* of the part you would like to pull for this order.

3) The Unit Price that has been entered into inventory for this part will be used for this order.

Finished Goods	Unit Price 0.9000 3) ce: 450.00
Parts Category: Screen Print Inventory	Add-Ons All Parts
Base Price: \$ 450.00 Add-on Price: \$ 0.00 € Sub Total: \$ 450.00 €	Description Production Notes More (Prints on Estimates, Invoices and Work Orders) Finished Goods

4) The base price will be calculated based on unit price and quantity being retrieved from inventory.

Finished Goods	Unit Price: 0.9000 Pre-Tax Price: 450.00
Parts Category: Screen Print Inventory Part: Sign Blank A Quantity: 500	Add-Ons All Parts Question Value Price OVR?
Base Price: \$ 450.00 Add-on Price: \$ 0.00 (+) Sub Total: \$ 450.00 (+) Cost Details	Production Notes More (Prints on Estimates, Invoices and Work Orders) Finished Goods

a) If you would like to include an additional charge for this part, it can be entered in *Add-on Price*.

5) Child items such as Design, Shipping, Installation, or Misc can be added to the order using the buttons on the bottom right of the form.

Parts Category: Screen Print Inventory 💽 Part: Sign Blank A 💽 Quantity: 500 🚔	Question Value Price OVR?
3ase Price: \$ 450.00 Add-on Price: \$ 0.00 ♣ Sub Total: \$ 450.00 ♣ Cost Details	Description Production Notes More (Prints on Estimates, Invoices and Work Orders) Finished Goods
5)	Design Shipping Installation

6) Click **OK**.

7) Before saving this order you will need to add a PO # to this order. The PO # will need to match the PO # used when the part was created for Finished Inventory. The PO # will be the tracking number for viewing all related orders on the "Finished Inventory Statement by PO" report for this part. Please refer to the "Finished Inventory Statement by Report" training document for additional information on using this report.

Company: (none)										
Description:	4									
🐻 Items 息 Company 🦑 Total	s 🗸 👔 hts 🤍 Notes 🔍 E	stimate Greetings 🛛 🐇 :	Shipping 🛛 🤫 Pa	ts 😡 Schedule	🔝 User Defin	ed Fields 🛛 🚦	🐍 Shipping 🛛			
🌍 Copy New Line Item 🚽	0 D 🛛 🐻 New Line Item	🖨 Delete 🏼 🍰	<u>C</u> lone	Move <u>Lip</u>	Move <u>D</u> own	≫ De	mote	Promote		
🔄 Copy All Line Items	Product	Items Station	Base	1ods Rnd Adj	Disc.	Unit Price	Subtotal	Taxes	Total	
Finished Goods	🖃 🛃 New Order		\$450.00 \$0	.00 \$0.00	\$0.00	-	\$450.00	\$34.88	\$484.88	
	🖵 🔏 1 - Finished Goods	500 (none)	450.00 0.1	0 0.00	0.00	0.9	450.00	34.8750	484.8750	
+- 💘 Artwork / Design	• 500 Ea.,									
+ 🔅 Bilboard Lease										

a) Click the Totals tab

b) Enter the *P. O. Number* as previously used when creating the part. In this case, that was 1001.

10	Items 🔒 Company 🧇 Totals 🛒 Payments 🕻	🔎 Notes 💭 Estimate Greeting 📔	🔬 Shipping 🛛 💐
E	rimary Salesperson: Account, House 💌	P.O. Number: 1001 6	
	2nd Salesperson: (none)	Base:	\$450.00
	Entered By: Manager, Production	Modifiers:	\$0.00
		Rounding/Min. Adjustment:	\$0.00
	Proof Date: None	Discounts:	\$0.00
	Date Time: 12:00:00 AM	Line Item Total:	\$450.00
	Date: Thu. 8/25/2011 🗸	T 04.1 C)	424.001
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Now you have retrieved a part from Finished Inventory. Be sure to review the other training documentation and video on the Basic Training Page for additional information.