

How to enter a Stock Movement

Procedure

1. To add a Stock Movement, click on “Stock Ledger” on the side navigation bar under the heading “Products”.
2. Click to the one stock item by either just scrolling down the list or by typing in the search box at the top of the list.
3. Click on “Stock Movement” on the bar along the top.
4. In the “Product Movement” box, to transfer an item into stock, click on the circle next to “Transfer In”, type in the quantity in the “Move Quantity” box and type in a reference in the reference box and click “Save & Close”.
5. To transfer an item out of stock, click on the circle next to “Transfer Out” and fill in all of information in the “Move Quantity” and “Reference” box and click on “Save & Close” to save.

SQLWorks 2012 - Product Movement

Save & Close Cancel

No Direction Transfer In Transfer Out (Select direction to enable fields)

Prd Code [] Description []
Low Level [0]

Move Quantity [0] Reference [] Date Of Move []