<u>Warehouse Bin Locations</u>

Warehouse bin locations can be entered in the system for products using various programs as described below. Primary and secondary locations can be entered. Then the primary location is printed on pick tickets and various reports.

The BAR menu contains a menu option that can be used to print bar code labels for the Product Shelves using Unform and a Zebra printer.

There are 6 menu options where bin locations can be entered/changed/removed. Each of these should be previewed to see which ones works most efficiently to update these based upon whether the operator is adding new locations or changing locations or entering secondary locations, etc.

- PMM   Product Maintenance
- PMM   Maintain Product Costs/Locations
- INV   Add/Remove Locations
- BAR   Add locations
- BAR   Remove locations
- PYE   Enter Inventory Cards

The primary location prints on pick ticket and the P.O. Receiving Report. Various reports can be printed by the primary location:
- PYE Inventory Count Forms
- PYE Physical Inventory Discrepancy Report
- INC Physical Count Report
- INC Product Cycle Count Report
- INV Count Discrepancy Report
- INV Count vs Re-Count Report

The following shows each of the options where bin locations can be entered and gives a sample screen shot. See the Harvest Documentation for a complete description of these and samples of the reports.

PRODUCT MAINTENANCE

The 3rd screen of Product Maintenance shows the primary location and the first few secondary locations. If there are more locations, then this is indicated with a plus sign (+) after the locations. This menu option allows the operator to change the primary location only.

```
                        FOR WALDEN SERVICES, INC
PART #: 62333303386
   ACB 1 LIGHT                          BULB

   TOTAL ON HAND:             6,150  26. DETAIL STATUS CODE: 01 - STOCK ITEMS
   QUANTITY PUT-UP:           5,766  27. LOCATION: YARD     A12345    TEST1 +
   AVAILABLE TO PUT-UP:         384
   OPEN TO SELL,ON HAND:     40,556-     ---- PURCHASING INFORMATION ----
   OPEN TO SELL,PO/WORK:      8,706- 28. USAGE RATE PER MONTH:        3
   OPEN TO SELL,PO/TR'S:      8,706- 29. LEAD TIME (in months):    2.00
   QTY DUE TO CUSTOMERS      40,940  30. ORDER POINT:                 1
   DIRECT SHIP TO CUST:      12,320  31. LINE POINT:                  9
   QTY DUE FROM PO'S:        31,850  32. EOQ:                       924
   QTY DUE TO TRANSFER:           0  33. PURCHASE INFO LOCK: XX
   QTY DUE FROM TRANSFER:         0  34. AVERAGE ON-HAND QTY:     8,428
                                     35. INVENTORY CLASS: 01
   STOCK $ ON HAND:       602,460.15    VENDOR REVIEW CYCLE:  .5
   DATE DETAIL ENTERED:    12/11/2006  CURRENT STOCKOUT BEGAN: 03/25/2010
   DATE LAST CUSTOMER ORDER: 09/04/2012
   EOQ TURNS:  0.1

        OPTIONS: (AB,CR,LC,LT,PO,PR,PU,RE,S#,TK,TR,UP,##,?): __
```

MAINTAIN PRODUCT COSTS/LOCATIONS

This menu option allows the operator to change Weighted Average Cost and/or Last Cost
Paid and/or the primary location and up to 3 overstock locations.

```
12/12/12                    PRODUCT COST CHANGE
   PRCSCH
                         WALDEN SERVICES, INC
ITEM #: 62333303386_ACB 1 LIGHT                         U/M: E - EACH
       BULB
                                       TOTAL ON HAND:        6,150
 1. WEIGHTED AVERAGE COST:         97.961  RESERVED FOR SHIP:   5,766
                                       AVAIL TO SELL:          384
 2. LAST COST PAID:                29.77   DUE TO CUSTOMERS:   40,940
                                       DUE FROM P.O.'S     31,850
 3. PRIMARY LOCATION:       YARD       TRANSFERS:              0
 4. OVERSTOCK LOC:          A12345
 5. OVERSTOCK LOC:          TEST1
 6. OVERSTOCK LOC          TEST2


           -----------WEIGHTED AVERAGE COSTS-----------
   DATE    P.O.#      PREV/NEW QTY  PREV/NEW WAC  U   COST    FREIGHT
   INIT
09/06/2012 0015702-001   6,000         26.96      2,938.00   0.00   PAT
                          150          97.96 E                 6:11
   am
04/12/2012 0000244-001   6,256         27.39 E      0.00    0.00
                          100          26.96 E                11:39
   pm
04/12/2012 0000244-001   5,756         29.77        0.00    0.00
                          500          27.39 E                11:39
   pm
                 OPTIONS: (AB,CR,LC,WC,UP,##): __
```

ADD OR REMOVE LOCATIONS

This menu option allows an operator to add or change the primary location and an unlimited number of secondary locations.

```
09/12/12                         ADD AND REMOVE LOCATIONS
BCLCTN


PART # 62333303386 ACB 1 LIGHT
               BULB

        PRIMARY LOCATION: YARD

        OVERSTOCK LOCATIONS          TO REMOVE A LOCATION ENTER
LOCATION NAME
        A12345     TEST1
        TEST2      TEST3
        TEST6      TESTA



LOCATION: _____            HIT THE SPACE BAR AND <ENTER>
                                      TO ADD PRIMARY LOCATION
                                      <F3> FOR NEW PART NUMBER
```

ADD LOCATIONS

This menu option was designed to be used with a bar code scanner. It can also be used with a terminal, but the screen will only use the upper left corner of the terminal. It allows an operator to scan or enter locations. After the part is scanned and the location label is scanned or entered, it prompts the operator to add this as a secondary location or allows entry of a "P" to indicate that this is the primary location.

```
ADD LOCATIONS  BCLCAD

PART #:62333303386

MFG: ACB

CAT: 1 LIGHT


DESC: BULB


LOCATION: NEWABC____

ADD? (Y/N/P)
```

REMOVE LOCATIONS

This menu option was designed to be used with a bar code scanner. It can also be used with a terminal, but the screen will only use the upper left corner of the terminal. It allows an operator to scan or enter locations. After the part is scanned and the location label is scanned or entered, it prompts the operator to remove this location. If the operator scans or enters a location that is not currently in the file for the item, the system indicates this and returns to the part # prompt.

```
REMOVE LOCATIONS  BCLCRM

PART #:62333303386

MFG: ACB

CAT: 1 LIGHT


DESC: BULB


LOCATION: TESTA_____

REMOVE? (Y/N)
```

ENTER INVENTORY CARDS

This menu option is used as part of the procedures to do an annual inventory counter of the warehouse. As counts are entered, the operator can also enter the primary location of items. After the option is selected from the menu, the system prompts whether the operator would like to enter primary locations. If they indicate that they would, then the primary location is displayed for each item and the operator can change it.after they enter the inventory count for the item.

```
09/12/12                    ENTER  INVENTORY  CARDS
PYINCD
```

```
                        FOR WALDEN SERVICES, INC

 LAST CARD ENTERED:


         DO YOU WISH TO ENTER PRIMARY LOCATIONS? (Y/N) _

 CARD #   ITEM #      MFGR ID / CATALOG #                        UOM
QUANTITY
 ------   ---------   -------------------                        ---  ----
----




                                              TOTAL ON HAND:
                                              RESERVED FOR PUT-UP:
                                              AVAILABLE TO PUT-UP:

  'NEXT' TO GENERATE NEXT CARD NUMBER
  'E' TO END @ 'CARD #' PROMPT
  'DE' TO DELETE CARD @ 'QUANTITY' PROMPT
```

```
09/12/12                   ENTER  INVENTORY  CARDS
PYINCD
                        FOR WALDEN SERVICES, INC

 LAST CARD ENTERED:
 00001    62333333333 ACB 3653-0633                             E   20
                          CB MOUNTING ASSEMBLY 12345678988888888888


 CARD #   ITEM #      MFGR ID / CATALOG #                        UOM
QUANTITY
 ------   ---------   -------------------                        ---  ----
----
 00002    62333303386 ACB 1 LIGHT                               E
5_____
                      BULB
                                              PRIMARY LOCATION: YARD

 CARD #: 00020 QUANTITY:  1
                                              TOTAL ON HAND:        6,150
                                              RESERVED FOR PUT-UP:  5,766
                                              AVAILABLE TO PUT-UP:    384

  'NEXT' TO GENERATE NEXT CARD NUMBER
  'E' TO END @ 'CARD #' PROMPT
  'DE' TO DELETE CARD @ 'QUANTITY' PROMPT
```