Working with Inventory Transactions, Inventory Lots, and Inventory Usage

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> This guide provides an overview of the inventory management screens. It is intended for general users.

aACE provides three inventory screens devoted to managing and tracking inventoried line item codes (LICs), which are detailed below:

- Inventory Lots — Displays quantities, values, and transactions linked to a given group of inventoried items
- Inventory Transactions — Displays individual exchanges that affect the count of inventoried LICs
- Inventory Usage — Displays a list of individual transactions for a given inventoried LIC

Inventory Lots

Navigate from Main Menu > Inventory > Inventory Lots. Use the Quick Search (http://aace5.knowledgeowl.com/help/using-the-quick-search-bar) bar to locate the lot you want to review.

When you receive inventory, aACE uses an inventory lot record to track quantities and prices. The Inventory Lots module displays the allocation of usage records against a given inventory lot. Inventory usage records are allocated to inventory lots during the cost of goods sold (COGS) process (https://aace6.knowledgeowl.com/help/understanding-the-cogs-reconciliation-process).
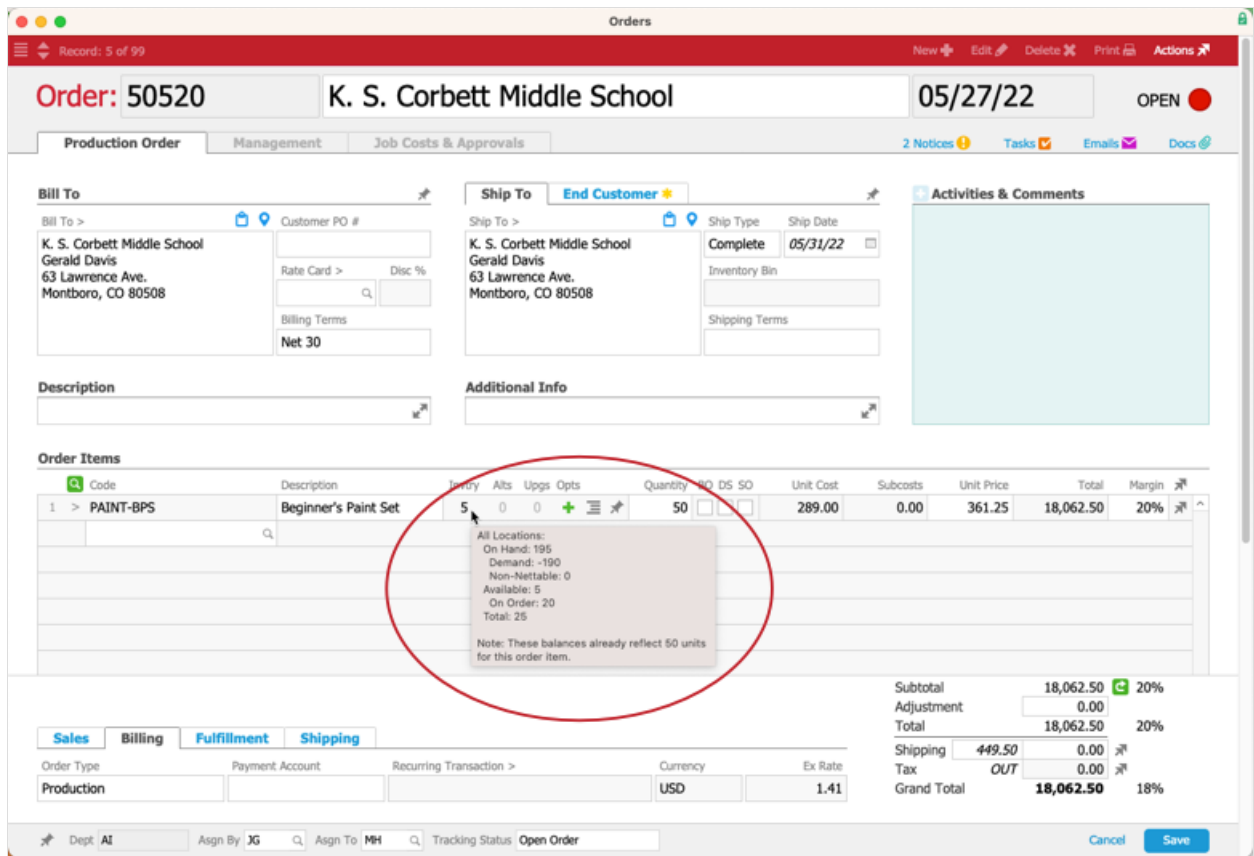
Inventory Transactions

Navigate from Main Menu > Inventory > Inventory Transactions. Use the Quick Search (http://aace6.knowledgeowl.com/help/using-the-quick-search-bar) bar to locate the records you want to review.

This module displays each individual transaction (e.g. purchase order, shipment, order, invoice, etc) that affects the count for a given inventoried LIC. It provides a step-by-step history of a given item's balance. This listing includes totals for units On Order, Demand, and On Hand (https://aace6.knowledgeowl.com/help/overview-of-line-item-codes#InventoryBalances).

You can also review these inventory numbers on the [detail view of the LIC record](https://aace6.knowledgeowl.com/help/overview-of-line-item-codes#LayoutOfDetailView) and on order records that include the LIC. These features help you monitor current inventory levels. To view the totals at an order record, navigate to the detail view and click Edit. In the Order Items section, hover your mouse pointer over the number in the Invtry column:

Inventory Usage

Navigate from Main Menu > Inventory > Inventory Usage. Use the Quick Search (http://aace5.knowledgeowl.com/help/using-the-quick-search-bar) bar to locate the records you want to review.

This module displays a list of individual transactions for a given LIC:

Inventory Usage

SE-B-G4

Usage	Code	Transaction ID	Date	Office	Order	Ref #(s)	Quantity	~ COGS	Unallocated	Accrued COGS	Status
> 50005	> SE-B-G4	> JOB-50002.1	11/06/19	AI		Ord #50002	10	40.00	0	0.00	CLOSED
> 50016	> SE-B-G4	> JOB-50004.2	11/06/19	AI		Ord #50004	30	120.00	0	0.00	CLOSED
> 50244	> SE-B-G4	> SHIP-50141	11/12/20	AI		Ord #50143	15	60.00	0	0.00	CLOSED
> 50356	> SE-B-G4	> SHIP-50195	12/14/20	AI		Ord #50152	65	260.00	0	0.00	CLOSED
> 50464	> SE-B-G4	> JOB-50259.1	03/26/21	AI		Ord #50259	30	120.00	0	0.00	CLOSED
> 50504	> SE-B-G4	> JOB-50270.1	04/23/21	AI		Ord #50270	250	1,000.00	0	0.00	CLOSED
> 50571	> SE-B-G4	> JOB-50298.1	05/21/21	AI		Ord #50298	10	40.00	0	0.00	CLOSED
> 50577	> SE-B-G4	> SHIP-50329	05/14/21	AI		Ord #50298	25	100.00	0	0.00	CLOSED
> 50588	> SE-B-G4	> SHIP-50334	05/14/21	AI		Ord #50287	65	260.00	0	0.00	CLOSED
> 50602	> SE-B-G4	> SHIP-50345	05/21/21	AI		Ord #50298	40	160.00	0	0.00	CLOSED
> 50621	> SE-B-G4	> SHIP-50349	05/28/21	AI		Ord #50309	20	80.00	0	0.00	CLOSED
> 50632	> SE-B-G4	> JOB-50317.1	06/18/21	AI		Ord #50317	50	200.00	0	0.00	CLOSED
> 50643	> SE-B-G4	> JOB-50323.1	07/02/21	AI		Ord #50323	20	80.00	0	0.00	CLOSED
> 50679	> SE-B-G4	> SHIP-50387	07/09/21	AI		Ord #50332	20	80.00	0	0.00	CLOSED
> 50758	> SE-B-G4	> SHIP-50412	07/23/21	AI		Ord #50336	20	80.00	0	0.00	CLOSED
> 50871	> SE-B-G4	> SHIP-50445	08/27/21	AI		Ord #50342	20	80.00	0	0.00	CLOSED
> 50906	> SE-B-G4	> SHIP-50458	09/10/21	AI		Ord #50368	20	80.00	0	0.00	CLOSED
> 50968	> SE-B-G4	> INVTRYADJ-50006	10/08/21	AI			-250	80.00 ~1,000.00	0	0.00	CLOSED
> 50982	> SE-B-G4	> JOB-50387.1	10/15/21	AI		Ord #50387	70	280.00	0	0.00	CLOSED
> 51017	> SE-B-G4	> SHIP-50501	10/15/21	AI		Ord #50391	20	80.00	0	0.00	CLOSED
> 51102	> SE-B-G4	> SHIP-50540	11/05/21	AI	> 50396	Ord #50396	20	80.00	0	0.00	CLOSED
> 51180	> SE-B-G4	> JOB-50425.3	12/10/21	AI	> 50425	Ord #50425	10	40.00	0	0.00	CLOSED
> 51367	> SE-B-G4	> JOB-50456.1	04/15/22	AI	> 50456	Ord #50456	20	80.00	0	0.00	CLOSED

Show All | Find Open Inventory Usage | Related Records ▼