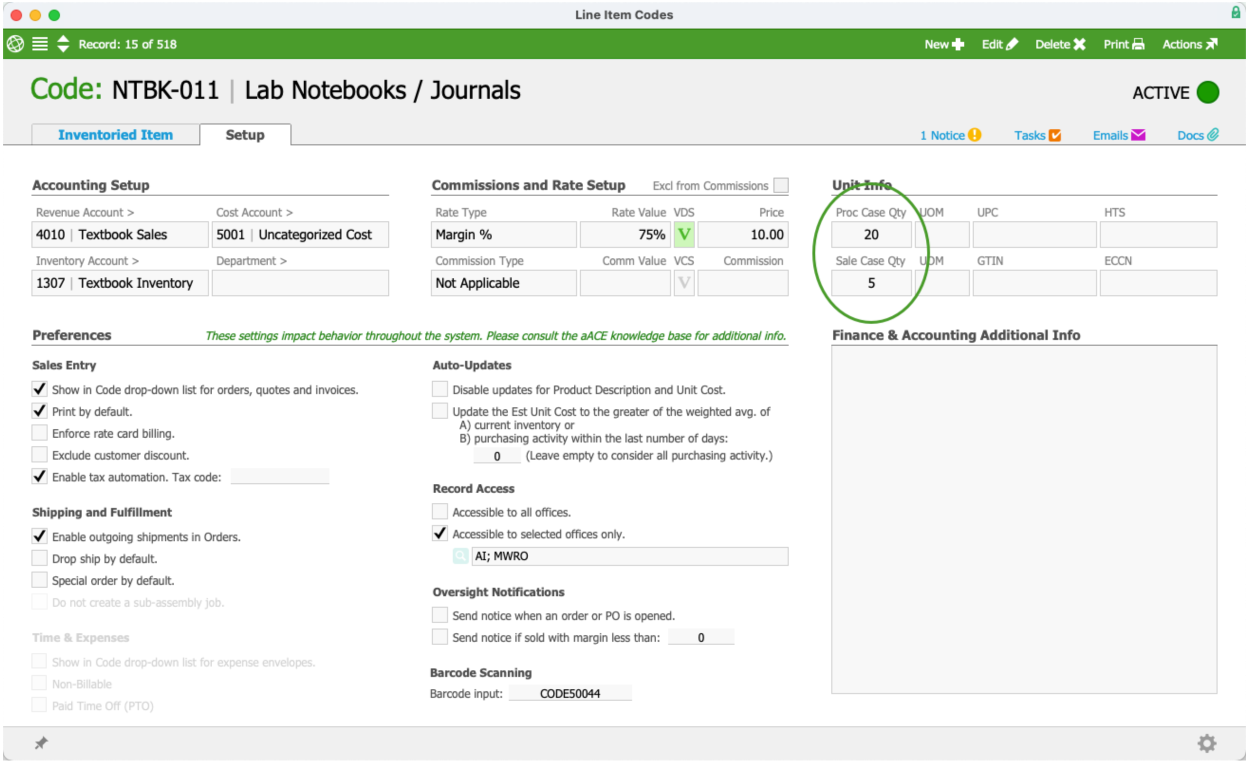
Understanding Case Quantity for Line Item Codes

Last Modified on 11/10/2025 12:00 pm EST

This guide describes the logic for case quantities for a line item code. It is intended for general users.

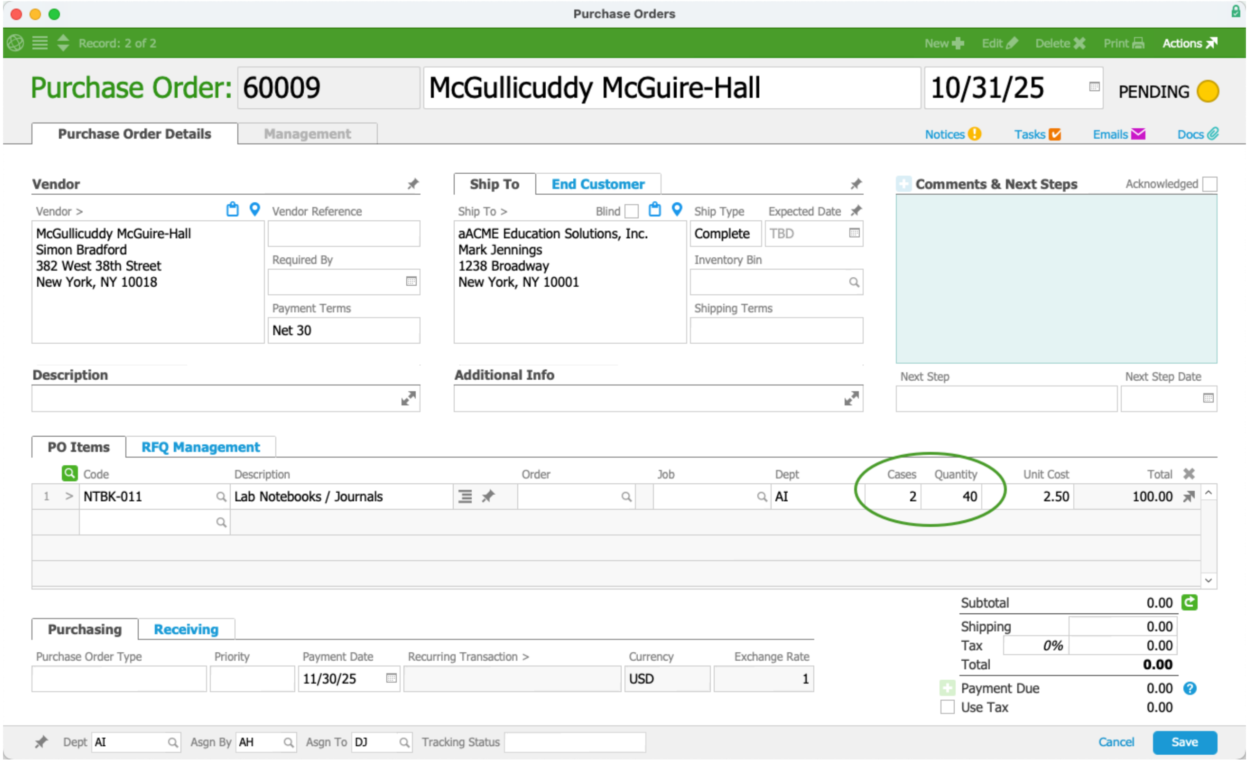
Case quantities for a line item code define how many items are in a case and ensures you're tracking your inventory by unit. The term "case" in aACE refers to any packaged product bundle. You can enter a value for how many items arrive in a case during procurement and how many items you sell in a case to your customers. These values populate on purchase orders (POs) and sales orders and are carried through related records.

You can set the value for a line item code's case quantity by navigating from the Main Menu > Inventory > Line Item Codes > line item code record > Setup.

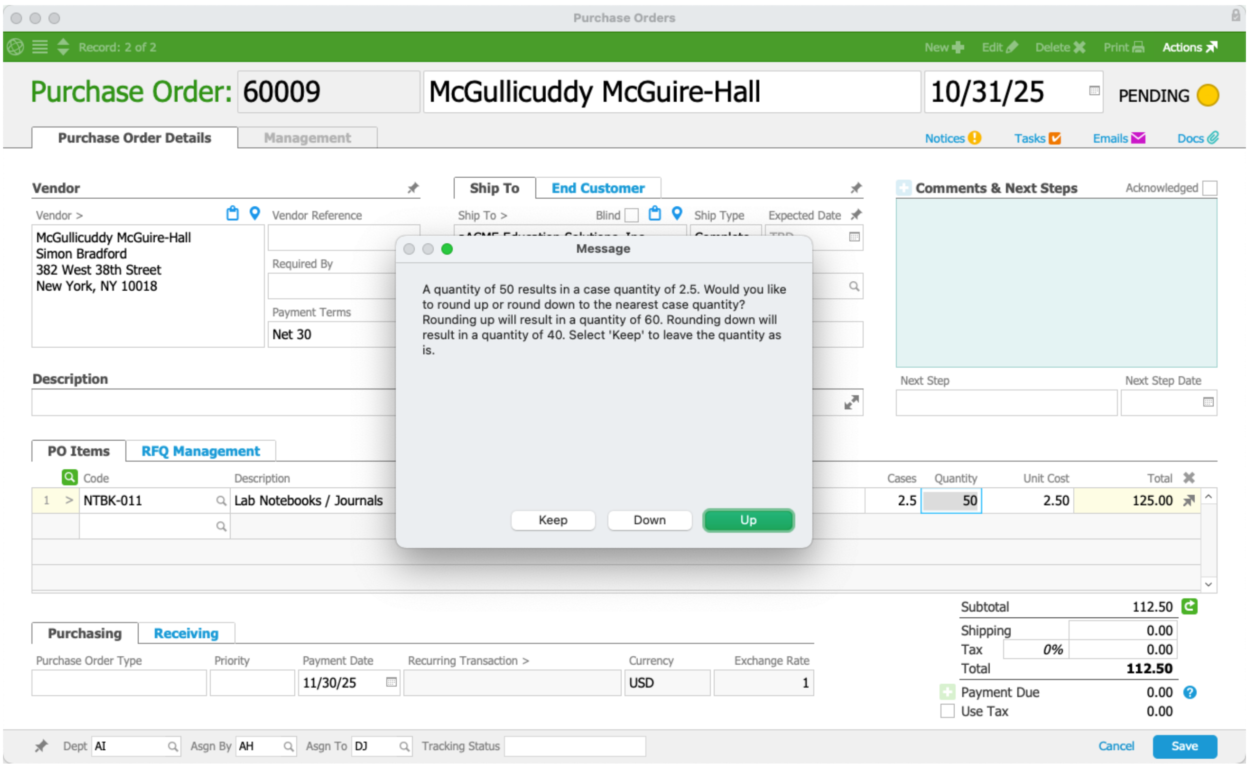


Procurement Case Quantity

The procurement case quantity is used to track how many items arrive in one case from your vendor. When you enter a value for procurement case quantity, aACE will automatically populate that value when you are creating a new PO to your vendor. For example, if a case of notebooks comes with 20 notebooks and the PO asked for one case of notebooks, the total would be 20 notebooks ordered. However, if the PO had two cases, the total would be 40 notebooks.



If a user attempts to enter a value that is between cases, such as 2.5 cases instead of two, aACE displays a warning asking to round up the case value, round down, or keep the value. This is to prevent accidentally ordering an incorrect amount of cases.



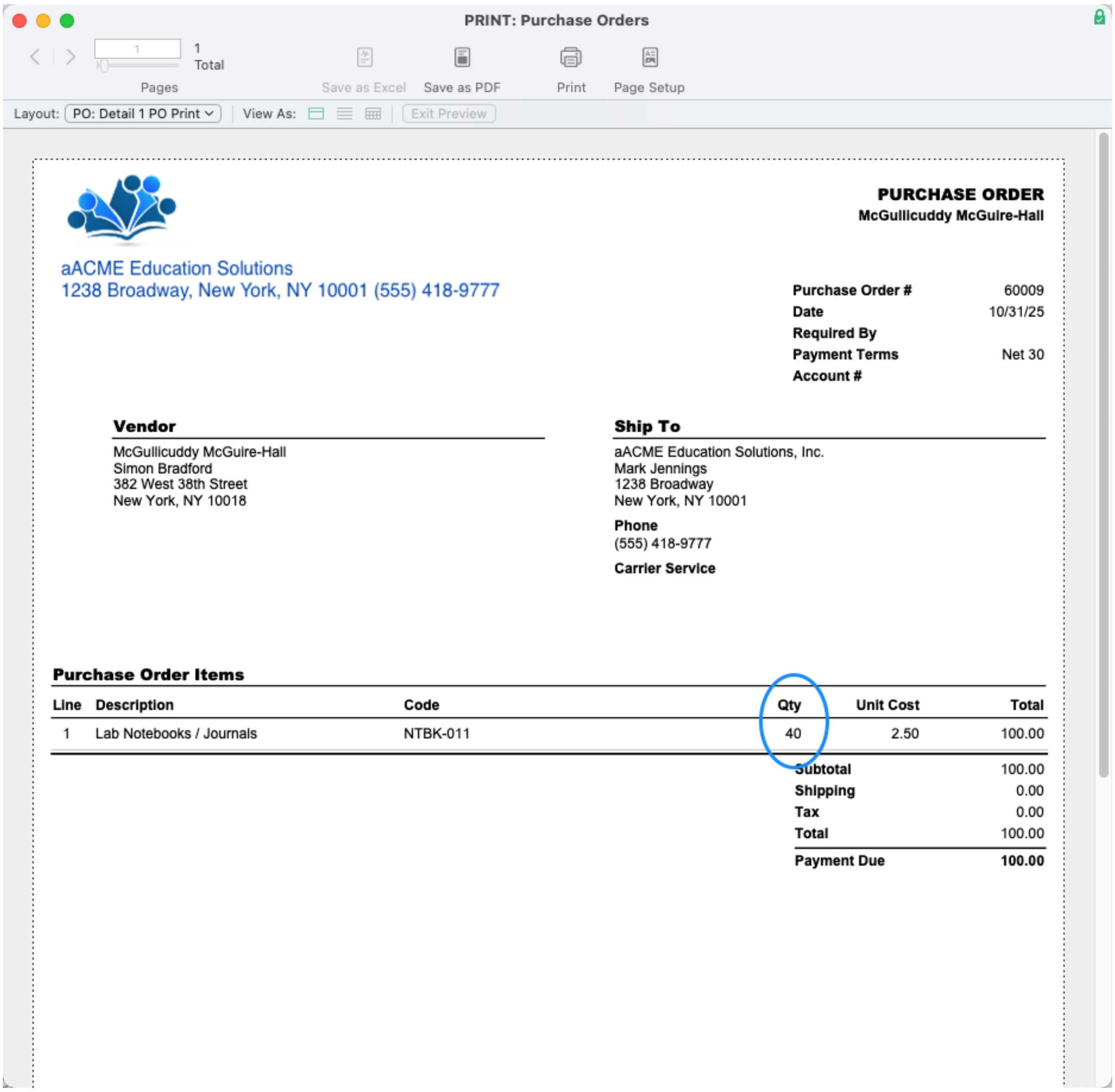
Sales Case Quantity

The sales case quantity is used to track how many items you sell to customers in one case. When you enter a value for sales case quantity, aACE will automatically populate that value when you are creating a new order for a customer. For example, if a case of notebooks includes 5 notebooks and the customer requested one case of notebooks, the total would be 5 notebooks sold. However, if the customer wanted two cases, the total would be 10 notebooks.

Similarly to procurement case quantity, if a user enters a value that is in between cases, aACE displays a warning message asking to round the value up, round down, or keep it.

Case Quantities on Printouts

Because case quantities vary based on vendors and customers, this field does not appear on PO and order printouts. Instead, a PO or order printout will display the total number of items rather than total number of cases.


PRINT: Purchase Orders

1 Total

Pages | Save as Excel | Save as PDF | Print | Page Setup

Layout: PO: Detail 1 PO Print | View As: | Exit Preview

aACME Education Solutions
1238 Broadway, New York, NY 10001 (555) 418-9777

PURCHASE ORDER
McGullicuddy McGuire-Hall

Purchase Order #	60009
Date	10/31/25
Required By	
Payment Terms	Net 30
Account #	

Vendor
McGullicuddy McGuire-Hall
Simon Bradford
382 West 38th Street
New York, NY 10018

Ship To
aACME Education Solutions, Inc.
Mark Jennings
1238 Broadway
New York, NY 10001

Phone
(555) 418-9777

Carrier Service

Purchase Order Items

Line	Description	Code	Qty	Unit Cost	Total
1	Lab Notebooks / Journals	NTBK-011	40	2.50	100.00

Subtotal	100.00
Shipping	0.00
Tax	0.00
Total	100.00
Payment Due	**100.00**

System administrators can [edit a print layout](https://aace6.knowledgeowl.com/help/editing-print-layouts) (https://aace6.knowledgeowl.com/help/editing-print-layouts) if this default layout does not fit your organization needs.