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Location Site Maintenance

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Location Site Maintenance

ProfitMakerPLUS only

Treeview Menu: Masters/Codes - Maintenance - Inventory - Location Site Maintenance

Graphic Menu: Inventory - Templates - Location Site Maintenance

The location site is the key to your Forms Management. It is the physical place where forms are stored and usage is calculated.

Adding Location Site

Location site

An alpha numeric code used to identify site forms are stored at, such as a warehouse. This should be descriptive enough to identify the site on many screens and reports, yet short enough for quick data entry.

Description

The long description used for those who are not familiar with the internal shorthand identification for the site.

Group

Used for the ability to combine more than one location for reporting purposes.

Default lay down area

This area is used for storing newly received goods that have not had a specific row/bin assigned for storage. Shipping backorders against the warehouse may be directed to this lay down area rather than the storage bin to guarantee quick filling of the backorder.

Default ship area

Goods picked from a location's row/bin will be routed to this default row/bin area. Once the order is billed the goods are moved out of this area.

Default credit memo area

Goods being returned to inventory with a credit memo will be assumed to be in a doubtful condition. This location is designed to be a Quality Control checkpoint for determining their fitness to be returned to inventory. When the system nets available inventory vs. allocations the goods in this location will be considered usable, so inventory analysts should be wary of goods showing in this location.

Row and Bin

A row and bin can be setup as a specific storage location within a site/location.

Different Shipping Address

Indicate if the location site has a different shipping address than your company address. The address will default into an inventory purchase order when the items on the PO are ordered for this warehouse location.

Purge Empty Bins

Used to analyze the bins that have been specifically assigned to an item and, if empty, clear out empty bin pointers so the bin can be assigned to another item or selected during receiving of an item.

Edit Bins

Setup the bin locations in your warehouse. The 3 types of bins that you will setup are:

- S - the most populous location will be the storage locations
- C – consumption locations are where goods are sent for processing or shipping.
- M – Miscellaneous bins may be used for storage of non inventory goods and supplies and are not available for storage of inventory. Bins with this category are ignored for review/release.

Click add and select the bin type, enter the row and bin number and a description of the row/bin and save.

Bin Category

Bins may be storage, consumption, lay down or miscellaneous. The system makes decisions based on the location category.

Row

Identifies the storage row in the site where the goods will be located.

Bin#

Represents the specific bin in the a row that the goods are located

Description

This field is optional but may be used to further define the location it is an unconventional row/bin.

Assigned

If a row/bin is assigned to a specific item or group of items this location may be flagged as unusable for computer assignment even if flagged as empty.

Bin flag

The bin flag identifies that a bin is emptied. Used to verify location accuracy and facilitate computer select storage. To take advantage of this feature requires a note on the pick list that the bin has been emptied. The identification of an empty bin is then compared to the system and bins with discrepancies printed on the optional bin discrepancy report. If you choose not to update the flag at pick time you may print an empty bin discrepancy report, walk the rows identifying empty bins on the document and update the errant flags individually.