

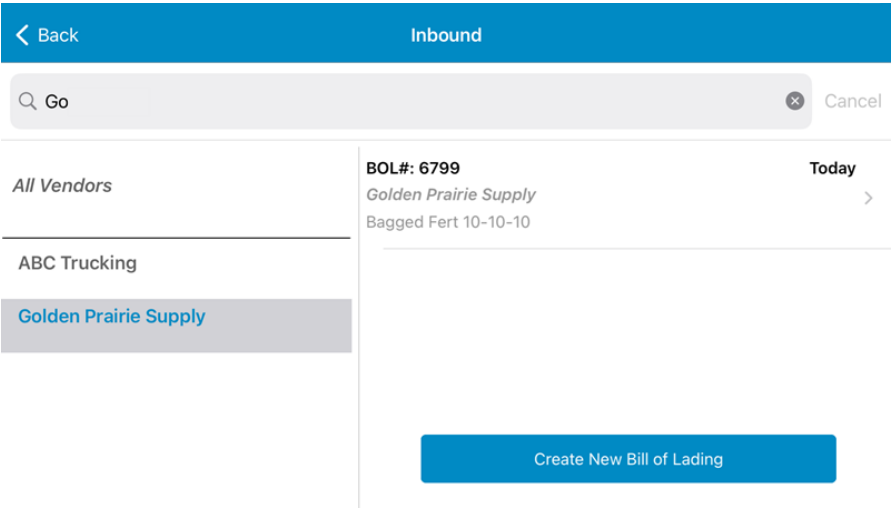
Inbound - Warehouse

Last Modified on 10/23/2024 3:07 pm CDT

Overview

The *Inbound* area of the app is used to add Bills of Lading as product is received at the Location. Inbound shipments can be received by either using a bar code reader or by manually entering the information for a Bill of Lading or Purchase Receipt. The Product Lot Number populates in the *Lot Number* field if one exists for the Product when pulling an EDN into an Inbound Bill of Lading.

Selecting **Inbound** displays a grid listing all Vendors and open Bills of Lading.



Use the *Search* bar to search by *Vendor* or *BOL#*. A new BOL can be added by choosing a Vendor then tapping **Create New Bill of Lading**.

Create New BOL

When searching for EDNs from a Vendor, only Vendors set up in B2B display in the Warehouse app.

Vendor Tab

On the *Vendor* tab, enter a *Received Date* if different from today and the *Bill of Lading Number*. Information about the Vendor is also available on this tab. Comments can be entered by tapping the **Notes** icon in the top right.

Cancel

New Bill of Lading



Vendor Products

Received Date

07/09/2024

Bill of Lading

3554

Golden Prairie Supply

874 South Chestnut

Assumption, IL 62510

217/226-3533

Account #: 74748

Products Tab

On the *Products* tab, tap in the *Add Product* field to search for a Product by *Abc*, *Bar Code*, or *Favorites*.

Q Bagged Cancel

Abc

Products

Bag00 Bagged Fert 10-10-10
Amount On Hand: 800.00 Bags

Bag00 Bagged Fert 13-13-13
Amount On Hand: 40.00 Bags

Bag00 Bagged Fert 19-19-19
Amount On Hand: 795.00 Bags

Feed00 Custom Bagged Feed Mix 1
Amount On Hand: 1,000.00 Bags

Feed00 Custom Bagged Feed Mix 2
Amount On Hand: 17.00 Bags

Lot Numbers

GTINs

Bar Codes

Enter the *Received Quantity* and optionally select from a list of existing Lot Numbers or tap **Add** to create a new Lot Number.

Cancel Add Line Item

Q Add Product

Bagged Fert 19-19-19

Received Quantity Bags

Lot Number Add

Select Lot Number

[Select a Container](#)

[Select Purchase Order](#)

[Update BOL](#)

Tap **Select container** to navigate to the Contain app. A new container can be added if needed.

Note: This is the only time a new container can be added within an app.

Tap **Select Purchase Order** to indicate a PO to be used. The *Select Purchase Order* window displays listing Purchase Orders available for the Vendor and Product.

< Add Line Item		Select Purchase Order
PO	Date	Comments
None		
120035	Today	

Tap **Update BOL** to continue adding products. Choosing **Update BOL** updates the received products on the BOL in the app only. The BOL must then be pulled into Agvance through a Purchase Receipt.

Swipe a Product to the left and tap **Delete** to remove it from the ticket.

Additionally, products not currently existing in Agvance can be added by searching for the product then selecting **Create Pending Product** and entering the appropriate information. Pending Products may be resolved at *Accounting / Utilities / Resolve Mobile Inventory Received Products Exceptions*.

Cancel Add Line Item

Q Garden Gloves Cancel

Abc

Products

Lot Numbers

GTINs

Bar Codes

Create Pending Product

Cancel Add Pending Product

Product Name
Garden Gloves

Department Name
Lawn and Garden Tools

UPC

Unit of Measure
Each

Add Pending Product

Selecting **Save** updates the BOL in the app only. In Agvance, the saved BOL can be viewed at *Accounting / Inventory / Purchase Receipt*. Select the Vendor and choose **Mobile Inventory** to view the Product coming in and what is listed on the BOL.