

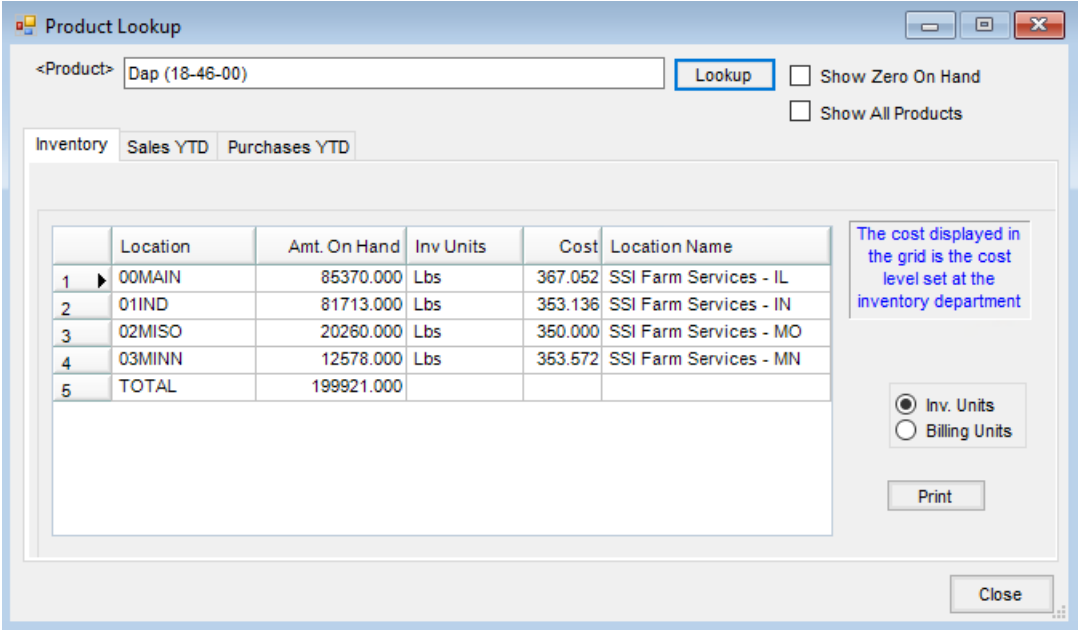
Product Lookup

Last Modified on 01/02/2024 11:38 am CST

Ideal for multi-site companies, the Product Lookup tool at *Accounting / Utilities* helps find the quantity available at each Location for a particular Product. Optionally view the sales and purchase year-to-date totals as well. Choose the *Product* and select **Lookup** to display the Location detail. This function requires Department Categories to be defined even for single Location companies.

The *Show All Products* option is for those who are restricted from Products at certain Locations but would still like to see the Amount on Hand of those Products. Checking this option places the restricted Products into the grid on the *Inventory* tab. The restricted Location Products' costs are shown as zero and the restricted Location Products do not display on the *Sales YTD* or *Purchases YTD* tabs.

- **Inventory** – This shows the quantity on hand at each Location.



- **Sales YTD** – The year-to-date sales display in units and dollars for each Location.

Product Lookup

<Product> Dap (18-46-00) Lookup Show Zero On Hand
 Show All Products

Inventory **Sales YTD** Purchases YTD

	Location	YTD Sales	YTD \$s	Bill Units
1	00MAIN	6.464	4833.27	Tons
2	01IND	5.745	5166.97	Tons
3	02MISO	3.729	3288.70	Tons
4	03MINN	0.000	0.000	Tons
5	TOTAL	15.938	13288.94	

Inv. Units
 Billing Units

Print

Close

- **Purchases YTD** – The year-to-date purchases display in units and dollars for each Location. This is product processed through the Purchase Invoice function.

Product Lookup

<Product> Dap (18-46-00) Lookup Show Zero On Hand
 Show All Products

Inventory Sales YTD **Purchases YTD**

	Location	YTD Purch.	YTD \$s	Bill Units
1	00MAIN	21.588	12481.31	Tons
2	01IND	0.000		Tons
3	02MISO	0.000		Tons
4	03MINN	0.000		Tons
5	TOTAL	21.588	12481.31	

Inv. Units
 Billing Units

Print

Close