## Forecasting Tool - SKY Product

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Use the Forecasting Tool in SKY Product to manually input or modify forecasted inventory quantities. These will be stored over a 12 period timeline within a filterable database to assist with future purchasing decisions.

Input Products and quantities to generate a forecasting report.

## Overview

In the Overview section, choose the Location and Year, then choose Apply.

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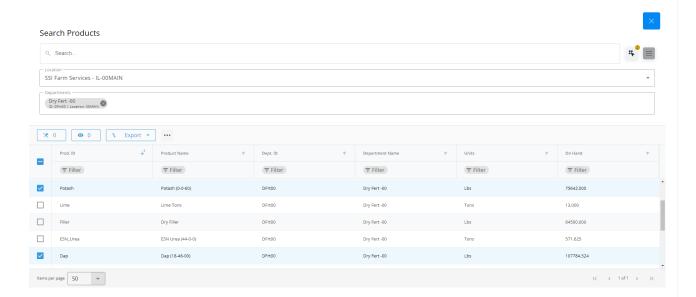
Enter Location and Year



## **Products**

In the Products section, search for and add Products for the report by selecting **Search Products**. A **grid** of Products display. Use the checkboxes to indicate which Products to include.

Use the **Filters** button below the **X** to search within a specific *Location/Department*. The button next to the **Filters** button can be selected to show which Products have been checked. The number on this button indicates how many Products are currently selected.



Once Products have been checked, select the X to close the window.

In the Products grid that displays, enter the Quantity (quantities expected to be sold) for each month. To remove a

Product from this grid, choose the **Delete** icon. **Clear Row** can be selected to zero out each month for that Product. As *Quantities* are entered, the *Sum of Months* column updates with a running balance.



When finished entering *Quantities*, select **Save**.