

# Stock Control

## Overview

Stock control enables you to enter volumes into TapeTrack without barcodes, to manage current stock levels and track history of new stock usage.

## Adding Stock Assignment Rules

Select, from the main menu, Administration - Stock Control to open the stock control window.

Right click and select properties, or double click, on the first available stock control ID.

In the Stock Properties window:

- Description
  - Insert a descriptive name for the stock control rule, e.g. for all US customers and LTO4 volumes **US LTO 4**
- Filters
  - Add filter to select Customer ID/s that will use this rule. e.g. For all US customers **US\***
  - Add Media type this rule applies to. e.g. **LTO**
  - Add volume filter to enforce correct volume ID association. e.g. For a 8 character ID ending in L4 **?????L4**
- Totals
  - Insert minimum stock number before you alerted of low stock levels (alert is a future enhancement).
  - Current total of volumes in stock (display only).
- Options
  - Change Enabled to true to make rule active.

Click OK once all data is correct and complete. Close the stock control window to commit the new rule/s to the TapeTrack Database.

## Adding Stock

Open the stock control window and double click on the rule you want to add stock to. *Click the Add Stock button and in the Count field add the new stock amount.* Click OK to update the stock level.

## Stock Level Adjustment

To adjust the stock level numbers, if they are not correct for any reason, from the stock control window open the rule you want to adjust the volume level on. Click on the Stock Adjustment button and enter the correct number in the New Total field and click OK.

**Stock Properties**

Description	US LTO 4
<b>Filters</b>	
Customer	US*
Media	LTO
Volume	??????L4
<b>Totals</b>	
Minimum Count	50
Current Total	100
<b>Options</b>	
Enabled	True

Seq.	Date/Time	Type	Carried
1	2017-07-20 12:03:36	Add Stock	0
2	2017-07-20 12:12:36	Add Stock	100
3	2017-07-20 12:18:08	Inventory Adjustment	200

**Stock Inventory**

Description	US LTO 4
New Total	100
Old Total	200

**Stock Properties**

Description	LTO Stock	Seq.	Date/Time	Type	Carried	Difference	Balance	Volume
		1	2017-08-18 02:53:39	Add Stock	0	10	10	
		2	2017-08-18 02:54:04	Consumption				8.LTO.01
		3	2017-08-18 02:54:07	Consumption				8.LTO.02
		4	2017-08-18 02:54:23	Inventory Adj				
		5	2017-08-18 02:54:37	Consumption				8.LTO.03
		6	2017-08-18 02:54:40	Consumption				8.LTO.04
		7	2017-08-18 02:54:55	Add Stock				
		8	2017-08-18 02:57:55	Inventory Adj				
		9	2017-08-18 02:58:05	Inventory Adj				
		10	2017-09-27 12:07:22	Inventory Adj				
		11	2017-09-27 12:07:45	Inventory Adj				
		12	2017-09-27 14:09:31	Inventory Adj				
		13	2017-09-27 14:11:49	Inventory Adj				
		14	2017-09-27 14:12:16	Inventory Adj				
		15	2017-09-27 14:13:24	Add Stock				
		16	2017-09-27 14:13:50	Inventory Adj				
		17	2017-09-27 14:14:20	Add Stock				

**Stock Inventory**

Description	LTO Stock
New Total	200
Old Total	2002

List contains 17 records

Buttons: Add Stock, Stock Adjustment (1), Scan to Assign, OK (3), Cancel (4)

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