

# 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

DescriptionLTO Stock

Filters

Customer\*

MediaLTO

Volume\*

Totals

Minimum Count0

Current Total2002

Options

EnabledTrue

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				8.LTO.03
5	2017-08-18 02:54:37	Consumption				8.LTO.04
6	2017-08-18 02:54:40	Consumption				
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				

List contains 17 records

Add Stock

Stock Adjustment

Scan to Assign

OK

Cancel

Stock Inventory

DescriptionLTO Stock

New Total200

Old Total2002

OK

Cancel

Scan To Assign Volumes

Stock Properties

DescriptionLTO Stock

Filters

Customer\*

MediaL

Volume\*

Totals

Minimum Count0

Current Total20

Options

EnabledTr

Seq.	Date/Time	Type	Carried	Difference	Balance	Volume
1	2017-08-18 02:53:39	Add Stock	0	10	10	

List contains 17 records

Add Stock

Stock Adjustment

Scan to Assign

OK

Cancel

Scan to Assign

100013L4

Barcode

CustomerMedia TypeVolume-IDMessage

100012L4100012L4Request OK

Messages (1)

Defaults

Customer-IDUS02

Media-IDLTO

Options

Save DefaultsTrue

Enable SoundsFalse

Edit

Multiline RecordsFalse

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