

Stock Locations and Bin Locations

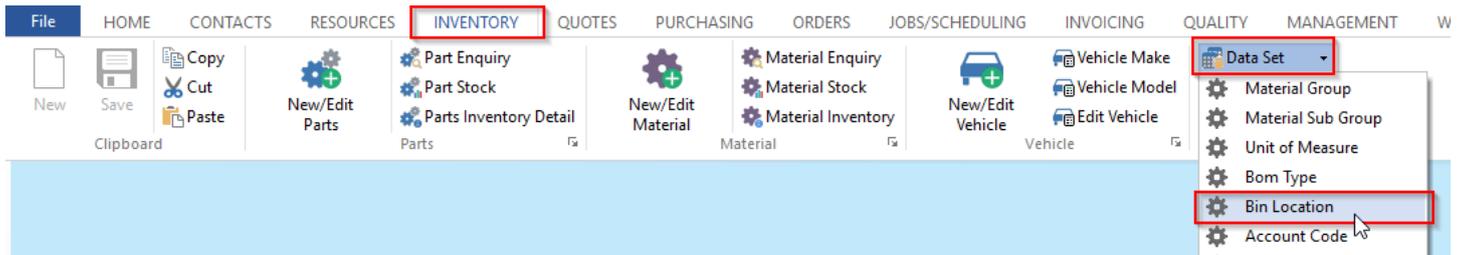
Overview:

OPTO has a feature that the user can allocate parts and materials to a bin stock location to define the area more specifically. The bin stock location may be a mixture of racks, shelving and the bin location might be the exact identifiable position on a specified rack or shelf (e.g. MS-Rack 1A – Shelf 3).

Using the locations will help to locate parts and materials for picking or stocktake and will assist the user when utilising queries and reports for parts and materials.

To Create Bin Stock Locations

From the OPTO ribbon, select the 'Inventory' tab then **click** the 'Data Set' drop menu and select 'Bin Location' from the list.



This will open the 'Bin Stock Locations' window. In the 'Bin Stock Locations' window enter a code for the location and a description.

The 'Bin Stock Locations' window is shown with the following fields and values:

- Bin Code: AA1
- Bin Description: Consignment
- Location: MS-RK4A

| | Mat/Part Code | Date |
|----|---------------|------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |

Press <F9> to save and repeat to create more Bin Stock Locations.

Assign a Bin Stock Location to a Part

From the OPTO ribbon, select the 'Inventory' tab then **click** the 'New/Edit Parts' icon and enter the part code or **press <F2>** and select from the pop-up list and **click OK**. From the parts screen, **click** on the location drop list (circled below).

The screenshot shows the 'Parts' window with the 'Inventory' tab selected. The 'Location' dropdown menu is highlighted with a red box and a mouse cursor pointing to it. The window contains various fields for part details, including Part Code (000221-22330), Part Description (PART 1), and various inventory and pricing options.

The list of bin locations screen will appear, **click** on the bin location where the part is located and **press <F9>** to save.

| | Bin Code | Description | Location |
|---|----------|----------------------|----------|
| 1 | AA1 | Consignment | MS-RK4A |
| 2 | EQ-ST | Equipment Stores | MS-RK4A |
| 3 | MS1A-1 | MS-RACK 1A - Shelf 1 | MS-RK1A |
| 4 | MS1A-2 | MS-RACK 1A - Shelf 2 | MS-RK1A |
| 5 | MS1A-3 | MS-RACK 1A - Shelf 3 | MS-RK1A |
| 6 | MS1A-4 | MS-RACK 1A - Shelf 4 | MS-RK1A |
| 7 | WELD | WELDING SHOP | |

Once selected the parts location will let the USER know where the part will be located.

Assign a Bin Stock Location to a Material

From the OPTO ribbon, select the 'Inventory' tab then **click** the 'New/Edit Material' icon and enter the material code or **press <F2>** and select from the pop-up list and **click OK**. From the 'Material' window, click on the bin location drop list (circled below).

The screenshot shows the 'Material' window with the following details:

- Material Code: 000123-XYZ-A1111
- Material Description: TEST - LINE 2 MATERIAL
- Rev: (empty)
- Date Entered: 30/03/2012
- Employee: Larry Moreton
- Material Group: 10
- Material Each: M
- On Hand: 1.0000
- Allocated: 2.0000
- Available: -1.0000
- Bin Location: MS1A-1 (highlighted)

The list of bin locations screen will appear, **click** on the bin location where the material is located and **press <F9>** to save.

| Bin Code | Description | Location |
|----------|----------------------|----------|
| 1 AA1 | Consignment | MS-RK4A |
| 2 EQ-ST | Equipment Stores | MS-RK4A |
| 3 MS1A-1 | MS-RACK 1A - Shelf 1 | MS-RK1A |
| 4 MS1A-2 | MS-RACK 1A - Shelf 2 | MS-RK1A |
| 5 MS1A-3 | MS-RACK 1A - Shelf 3 | MS-RK1A |
| 6 MS1A-4 | MS-RACK 1A - Shelf 4 | MS-RK1A |
| 7 WELD | WELDING SHOP | |

Once selected the materials location will let the USER know where the material is located.