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Category	Inventory
Course	Stock
Version	1.0
Client	Generic
Software	2.13.104.1

Hints and Tips

- Refer to the <u>INV-6d Capture a</u> <u>Date Code Batch Fact Sheet</u> to scan products into a date code batch.
- This procedure reduces the time required to review date-code products; rather than check every product daily, you review the entire category at the start of the week, and only revisit products that were added to the Date Code Review report.
- Use the Identifier to filter the EANs included on the report.
 - If you add multiple batches, they're listed separately on the report.
 - If a product was scanned multiple times in a batch, it's listed on the report multiple times.

Report on Date Code Products

Run the Date Code Review report to review all the products that were added to a date code batch; this may be for the purpose of:

- identifying perishable products that will be out-of code in the next few days/this week
- printing a list of products for other reasons.

Procedure to Run the Date Code Review Report

1.	From the BOS Tools menu, select Stock Functions , then Date Code . *The Date Code Review screen is displayed.*		Date Code Review II 2 Pare Roder Cognationed Cognationed			
2.	Select the Print Order that you want the products within each group to be listed on the report; Scanned order or grouped by Department .			S Date Code Review Print Order © Scanned C Departmental		
3.	Select the Include check box against the batch/es that you want listed on the report.			Include Identifier Last Scan Image: Cheese 27/06/201 Image: Cheese 27/06/201 Image: Cheese 27/06/201 Image: Cheese 27/06/201		
4.	Click Print. *A preview of the report is displayed.*					
	Scanned Date Stock Code Stock APN Stock Description			Size		
	Group cheese 27/06/2011 12:24:56PM 322494 9 27/06/2011 12:25:15PM 323000 9 27/06/2011 12:25:35PM 322038 9 Group Deli 27/06/2011 11:01:56AM DE06120 9 27/06/2011 11:02:06AM DE06614 9 27/06/2011 11:02:35AM DEL7/103 0	P325163001048 A P325163001055 A P325163001017 A P311766000120 A P311766000014 A D247103000000 A	SHGROVE CHSE DBLI SHGROVE CHSE RUBI SHGROVE CHSE TAS LBA GRATED PARMI LBA MOZZARELLA R MERICAN HOT DOGS	EGLOUC 180GM CON RED 180GM TRIO 170GM ISAN 100G IND/SQ 500G S KG		
5.	Click the Print icon to p	rint the repo	ort.	S S		
	Click the Print Setup icon select a different printer.	i first, if you n	eed to			
6.	After the report has printed successfully, click the red [x] icon to close the preview.					
7.	То:	then:				
	print a different group return to step 2.					
	finish	click [x] to close.				