Eagle Mobile+ Physical Inventory

Maintaining an accurate inventory value is critical for generating accurate reporting information from the Eagle system.

In this course, we will look at using the Eagle Mobile+ application to view and make changes to the physical inventory file.

After learning how to modify the session settings, we will walk through the steps of a physical inventory count.

Before you start using Physical Inventory, you should verify a few settings that affect the displayed information.

Your security level determines whether you will be able to make changes.

Changing a setting here affects the current session only.

Once you exit, the system reverts to the defaults.

Changes to the defaults must be made in Options Configuration in Eagle.

Click the 'Settings' icon.

There are four customizable fields that display various inventory maintenance data while you are counting.

Customizing the values will assist you while performing the count.

To update, tap on the field [pause] and scroll through the available options.

Choose one and then tap 'Done'.

MPIP Shrinkage allows you to determine the Shrinkage Type to be used for shortages.

If you are not familiar with the setup, review the Training on Demand courses 'Streamlined Physical Inventory Overview' and 'Streamlined Physical Inventory Process'.

Use a tapping motion to toggle the flag for 'MPIP Save Location'.

This will retain the location code that was most recently entered and is useful when updating locations as part the streamlined physical inventory process.

ount First Scan as 1 can be set to 'Yes' or 'No' or 'QOH'.

If you set this option to 'No', you would need to enter the count in manually.

If you set this option to 'Yes', the app will display the SKU and enter a counted quantity of '1'.

You can then continue scanning the remaining items to be counted.

Each time you scan a product the total counted quantity for that product will increase by one.

If you set this option to 'QOH', the app will display the current Quantity on Hand in the 'Count' field.

You will need to adjust the Count up or down.

Set the options to 'Capture UPC's' and determine the 'Number of Locations' available.

You can elect to 'Print Labels' using the data listed in the 'Number of Labels' and 'Label Format' fields.

Whenever you make changes on the session settings, tap the 'Save' icon to ensure they are updated.

Begin by signing on to Eagle Mobile+ and selecting the Physical Inventory function from the left navigation menu.

This expands the available Physical Inventory methods.

Proceed by selecting 'Physical by Item'.

If you use the 'Physical from List', or 'Directed Counts' method, that option will appear as well.

We will cover that process in a separate Training on Demand course.

When an item is scanned, pertinent information for the item displays on the screen.

Notice that the 'UPC' appears here, followed by the 'Location' and 'Count' fields.

The four fields that you chose to display are shown.

If you have set your device up to 'Count the First Scan as 1' continue scanning the items to count.

Best Practice for performing a physical inventory is to scan every item.

If you have already counted an item during this count cycle, the system displays the Replace field here.

Just enter the new count and tap 'Replace' to adjust the previous count.

Tap the 'Print' icon to print a label.
When you have completed your count, move forward with other tasks or exit Eagle Mobile+.

Review variances and finalize work at the Eagle terminal.

This process is defined in the 'Streamlined Physical Inventory' Training on Demand courses.
Eagle Mobile+ Physical Inventory makes it easy to keep your records up to date.

Maintaining accurate inventory information reduces lost sales, provides superior ordering information and provides a more accurate picture of your inventory value.

Be sure to customize and review the session settings before performing the counting By Item process.

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Corporate Office	Latin America and Caribbean	Europe, Middle East and Africa	Asia	Australia and New Zealand
804 Las Cimas Parkway	Blvd. Antonio L. Rodriguez #1882 Int.104	No. 1 The Arena	238A Thomson Road #23-06	Suite 2 Level 8,
Austin, TX 78746	Plaza Central, Col. Santa Maria	Downshire Way	Novena Square Tower A	100 Pacific Highway
USA	Monterrey, Nuevo Leon, CP 64650	Bracknell, Berkshire RG12 1PU	Singapore 307684	North Sydney, NSW 2060
Toll Free: +1.888.448.2636	Mexico	United Kingdom	Singapore	Australia
Direct: +1.512.328.2300	Phone: +52.81.1551.7100	Phone: +44.1344.468468	Phone: +65.6333.8121	Phone: +61.2.9927.6200
Fax: +1.512.278.5590	Fax: +52.81.1551.7117	Fax: +44.1344.468010	Fax: +65.6333.8131	Fax: +61.2.9927.6298