# Stock Information Overview

Inventory is the most valuable asset in your business.

Tracking its movement is key to recognizing when and how product quantities are updated.

This course examines the activities that cause stock value changes and the related measurements.

We'll show you how to use the options available for Viewing Stock Information and Transactions.

Stock typically arrives through a purchase transaction and leaves through a sale.

However, there is a bit more complexity to tracking stock movement than through these two activities alone.

Returns, adjustments, and transfers can all affect inventory value.

BisTrack uses a number of stock buckets to keep track of products.

Let's review some of the main ones.

Let's examine Stock from the Product View.

The system shows several quantities under a variety of column headings, or buckets, including:

Available Stock,

Actual Stock,

Stock on Order,

Stock Due,

Allocated Stock,

Reserved Stock,

and Awaiting Processing.

The system determines most of the bucket values by transactions that include the product.

Stock On Order is the quantity currently on Purchase Orders or on Transfers from another Branch.

Stock Due, is the quantity on Stock Receipts that have been received in advance of the products actually arriving.

Transfers from another Branch that have not yet been received also contribute to this value.

Allocated Stock is based on several types of transactions including, the amount on sales orders, the quantity to be transferred to another branch, and the source material for works orders.

Reserved stock is the quantity on reservations, and Awaiting processing represents the finished goods on works orders yet to be processed.

Actual stock is the physical quantity on the shelf or in the yard.

It's updated by issuing stock on a sales order, receiving stock, receiving or sending transfers, entering adjustments, processing works orders, entering count adjustments, and completing customer or supplier returns.

Available stock represents the quantity you have ready for use.

Here, it's calculated using Actual minus Allocated minus Reserved.

Stock Information lets you follow the movement of your stock in and out of inventory.

You can access Stock Information from the right-click menu,

or, simply point to any of the stock bucket values and then double-click.

The Stock Information window has several tabs to view transaction details associated with the stock values.

The Available Stock tab is the default and lists the quantities for each Branch with a Total for all at the bottom.

The Adjustment button lets you go directly to the Stock Adjustment form and

the arrow buttons allow you to move forward or backward between products currently listed on the Results window.

You can show the quantities in a different Stock UOM for those that have more than one.

We'll change it to show the quantities by Linear Foot.

The Stock UOM changes and the values display using that measurement.

A special tab is available for products that are Stocked by Length.

This is useful when viewing lumber products stocked by individual tally lengths such as a Parent lumber item.

The Stock on Order tab lists all the purchase orders and transfers to be received for this product.

Each is noted by a different icon.

You can choose to show only one Type or All Types.

The Stock Due tab lists all the Stock Receipts entered in advance of the products actual arrival.

Awaiting Processing lists the Works Orders where this product is part of the finished goods.

On the Allocations tab, the list includes Sales Orders, Reservations, Transfers to be sent, and Works Orders for all Branches.

You can change the View to reduce the list to just Stock Allocations or Reservations.

As transactions are constantly processing, you can Refresh the view to update the information.

When finished, Close the window to exit.

Another useful option for following stock movement is using View Transactions.

From the Products view right-click menu, select Stock and then View Transactions.

The window lists the transactions for this product in the current Branch starting with the most recent.

The Type is indicated for each line and based on that, the quantity displays in the appropriate stock bucket.

The footer area shows the total movements in and out of inventory.

You can narrow the listing to a particular Type of activity that causes a transaction to appear here.

From the Options menu, you can set the timeline for the transactions to show and limit them to the last three, six, or twelve-month periods.

To view only those transactions that cause a change to the Actual Stock bucket, select Show actual transactions only.

The display reduces to just those transactions that change Actual such as issued sales orders and completed transfers.

For any entry that updates Actual, you can open the transaction for the product using Related Documents.

From here, you can pick a document to open and view further details.

Without having to exit this window, you can choose a different product to View Transactions.

The display is now for the new product entered.

When finished Close the window.

It’s important that you know when and how stock quantities are updated.

You should now be able to relate the types of activities that update the various stock buckets.

Viewing Stock Information and Transactions should help you troubleshoot any inventory issues you may have.

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