

KEYS TO INVENTORY MANAGEMENT: NEW MENU 27.20

Daily Task Menu m-27.20.1

1. Inventory Problems---m-6.21 and EOD 01-151
2. Negative On Hand---m-9.20.30 and EOD 01-135
3. Flag Exceptional Sales---m-27.1.20 and EOD 01-139
4. Products on Backorder---m-27.3a and EOD 01-195
5. Lost Sales---m-27.7 and EOD 01-121 and -
8. Purchase Order Entry & Edit---m-7.1
9. Forecast Totals by Vendor---m-27.24 and EOD 01-123
10. Maintain Forecast---m-27.5
11. Convert Forecast to Purchase Order---m-27.6
12. Fax/Email PO thru Linux Server---m-7.30
13. Overdue Purchase Order Report---m-7.17 and EOD 01-178
14. PO 855 Acknowledgement Rpt---m-32.11a
15. Purchase Order Fax Log Report---m-7.7a and EOD 01-159

Weekly Task Menu m-27.20.1

1. Create Warehouse Transfers---m-6.11
2. Hangout Report - by Operator---NEW REALTIME ON DEMAND and EOD 01-124
3. Combine Product Sales---m-11.4.21
4. Merge products together---NEW
5. Take products off Merge---NEW

NOTES:

Monthly Task Menu m-27.20.3

1. Dead Inventory (E-items)---m-6.13
2. Minimum & Frozen ROPs - Days Supply---m-27.1.10
3. Possible Vendor Returns---m-6.20
4. Purchase change from Direct to DC---m-27.30
5. New Product Trial tracking---process recommendation
6. Review Buy Strategy for Future---process recommendation
7. Stock-out Report---m-6.8
8. Discontinued Items---m-11.1.2

Quarterly Task Menu m-27.20.4

1. ROP/EOQ Parameters---m-27.1.24
2. Review inventory turns---NEW!
3. Dead Stock Prevention quiz---Process recommendation
4. Review Seasonal overstock inventory---m-8.9.10
5. Review current order cycles---Process recommendation
6. Product ABC Report (review C & D)---m-6.10
7. ABC Ranking Report---m-6.32

NOTES:

Semi-Annual Task Menu m-27.20.5

1. Review/Prevention of over-ordering---m-35.1 (new Parameter)
2. Corp Rotational Buyback---m-32.14
3. Analyze special order opportunities---m-27.11
4. ROP Override Parameters---m-27.2.23
5. ABC Ranking Maintenance---m-6.30
6. Vendor Days Supply---NEW

Annual Task Menu m-27.20.6

1. Consolidate redundant product lines---m-12.3.35
2. E-Item Parameters---m-27.1.21

NOTES: