

库存管理指南

1 清点所有的货品并记录下每种货品的数量

It's time to take stock...



2 清零(以确保货品库存回到 0)

点击菜单选择产品



点击货品进出记录

SC TSC	POS - 1.6.10-20190702 DEV - LIVE		
12-0	7-2019 15:49:04	TSG POS	
	Stock		
Х	Maintenance		
	Products	Promotions	Stock Holding
	Categories	Taxes	Stock Movement
	Supplier Management	Crder Import/Export	rice Board
	Promotions File Export		
	Reports		
	Products	Expired Promotions	Serveduct Labels
	Catalogue	Set Inventory	Securrent Inventory
	Finventory By Datetime	Virventory: Broken	Second Se
	Inventory: Difference	Sector 2 Difference Detail	

点击清零

🗐 ТSC 12-0	: POS - 1.6.10-20190702 DEV - LIVE 7-2019 15:55:24			TSG POS
Х	Stock Movement Date 12/07/2019 3:55:00 PM	Reason ((In) Purc	thase	Stock/Inventory Management
	Item	Stock Level Units Cost Inc GST	roduct Search Zero Stock Max Stock	CE * - 7 8 9 + 4 5 6 + 1 2 3 = 0 •

选择全部货品然后点击 OK(你可以选择具体目录,例如条装或者包装)





如果你从来没有用过库存管理,货品数量可能为负数

清零之前

	Name				Units
Barcode	Cost	Total Cost	Retail	Total Retail	
931070490227	7 Alpine Is 25/200 Filter Ctn				-5
	\$283.44	-\$1,417.18	\$291.94	-\$1,459.70	
931070490235	5 Alpine Is 25/200 Fine Ctn				-6
	\$283.44	-\$1,700.62	\$291.94	-\$1,751.64	
931070490229	Alpine Is 25/200 Original Ctn				-3
	\$283.44	-\$850.31	\$291.94	-\$875.82	
931070490231	1 Alpine Is 25/200 Rich Ctn				-8
	\$283.44	-\$2,267.50	\$291.94	-\$2,335.52	
931070490239	Alpine Is 25/200 Supreme Ctn				-1
	\$283.44	-\$283.44	\$291.94	-\$291.94	

清零之后

	Name				Units
Barcode	Cost	Total Cost	Retail	Total Retail	
93107049022	7 Alpine Is 25/200 Filter Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
93107049023	5 Alpine Is 25/200 Fine Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
93107049022	9 Alpine Is 25/200 Original Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
93107049023	1 Alpine Is 25/200 Rich Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
93107049023	9 Alpine Is 25/200 Supreme Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	

请确保你的库存报告如上。货品数量为 0.

如果找到上述的库存报告?

3 如何使用库存报告

点击菜单选择产品

1.6.10-20190702 DEV - LIVE				
12-07-2019 15:47:38		TSG POS	:	
Register	(03:47:21)	19 💼 🛧		I
Sales	K	Linite	Total	
Edit Sales	1011	Unite	10(0)	<u> </u>
Customer Payment				
S LayBy Payment				
Close Cash				
Administration				
Customers				
Stock C				
Sales				
Maintenance				
Presence Management				
Stock & Drices				
Stock & Photos				
Update Stock & Prices				
System *				
Change Password				
Check In/Out				
Logout				
				¥

点击库存报告

🔓 TSG	TSG POS - 1.6.10-20190702 DEV - LIVE					
12-0	7-2019 16:23:41	TSG POS				
	Stock					
Х	Maintenance					
	Products	Promotions	Stock Holding			
	Categories	Taxes	Stock Movement			
	Supplier Management	Crder Import/Export	Price Board			
	Promotions File Export					
	Reports					
	Products	Septired Promotions	Product Labels			
	Catalogue		Current Inventory			
	Inventory By Datetime	Se Inventory: Broken	Inventory: List Detail			
	inventory: Difference	Virventory: Difference Detail				

4 导入货品数量到 TSG 系统

在确保清零成功之后,点击菜单选择产品



点击订单导出/导入

15-0	POS - 1.4.10-20190782 DEV - LIVE 7-2019 9:44:08	TSG POS	- a ×
	Stock		_
Х	Maintenance		
	Products	Promotions	Stock Holding
	Categories	Taxos	Stock Movement
	Supplier Management	Crder Import/Export	Price Board
	Promotions File Export		
	Reports		
	Products	Separat Promotions	Sep Product Labels
	Catalogue	Seinventory	Current Inventory
	inventory By Datetime	Seinventory: Broken	Se Inventory: List Detail
	Se Inventory. Difference	Seinventory, Difference Detail	

选择一个供应商然后导出订单. 这次我们用 BATA 作为例子.

😨 TSG POS - 1.6.10-20190702 DEV - LIVE

15-07-2019 9:47:16

07-2019	9:47:16	TSG F
Orde	r Import/Export	
Export	Drder To Document	
Supplier	<default></default>	
Date Fron	Date To 15/06/2019 12:00:00 AM	r
Import	Order From Document CSV SAMPLE FORMAT	
	Product Name, Units	
	abc Pipe, 1	
	Import Order	
Export	Blank Supplier Order	
Supplier	Cefault> Export Order	
	<default></default>	
	AUSLG	
Export	Coca Cola Phy Ltd	
Export	Fasy Vape	
Supplier	iGear Evont Order	
- approx	Imperial	

😰 TS	G POS - 1.6.10-20190702 DEV - LIVE		
15-0	07-2019 9:52:14		TSG POS
	Order Import/Export		
Х	Export Order To Document		
	Supplier <pre></pre> <pre>Supplier</pre> <pre></pre>		
	Date From 15/06/2019 12:00:00 AM Dat	е То 15/07/2019 11:59:59 РМ	Export Order
	Import Order From Document	CSV SAMPLE FORMAT	
		Product Name, Units xyz Pipe, 1 abc Pipe 1	Specify a file to save X
	Import Order	def Pipe, 2	
	Export Blank Supplier Order		Custom Office Templates Template_2019-06-12.csv.csv Power BI Desktop 123.csv
	Suppler BATA Export C	rder	Blank-BATA csv MaxLevel-StockDiff-BATA csv Template_2019-06-12.csv
	Export Max Level - Stock Difference Order		File Name: Blank-BATA Files of Type: CSV file
	Supplier <- Default> Export C	rder	Save Cancel

把 excel 文件存到我的文档,你可以修改文件的名字或者存到另外的文档 点击保存

打开 excel 文件

S Text Import - [Blank-BATA.csv] -	-	×
Import		_
Ch <u>a</u> racter set Western Europe (Windows-1252/WinLatin 1)	OK	
Language Default - English (Australia)	Cancer	
From row 1	<u>H</u> elp	
Separator options		
○ <u>F</u> ixed width		
● Separated by		
□ <u>T</u> ab <u>Comma</u> <u>O</u> ther		
Semicolon Space		
Merge <u>d</u> elimiters Te <u>x</u> t delimiter "		
Other options		
Quoted field as text		
Detect special <u>n</u> umbers		
Fields		
Column type		
Standard Standard Standard And Standard		
1 Product Name Units Unit Cost Total		
2 B&H 20 Multi Pack Card 0 0.00 =C2*B2		
3 Benson & Hedges 20 Classic H/Pkt 0 26.39 =C3*B3		
4 Benson & Hedges 20 Fine H/Pkt 0 26.39 =C4*B4		
5 Benson & Hedges 20 Smooth H/Pkt 0 26.39 =C5*B5		
6 Benson & Hedges 20/200 Classic Hd Ctn 0 263.90 =C6*B6		
7 Benson & Hedges 20/200 Fine Hd Ctn 0 263.90 =C7*B7 🗸		

只在 comma 旁边的框里打勾,其他不选

🗃 BI	Blank-BATA.csv - OpenOffice Calc						
<u>F</u> ile	<u>E</u> dit <u>V</u> iew <u>Insert</u> F <u>o</u> rmat <u>T</u> ools <u>D</u> ata <u>W</u> ind	ow <u>H</u> e	lp				
1	- 🔁 - 🔒 👒 🛃 🔝 🖴 🖎 🖓		🖻 🛍 🔹	🎽 🎝 🕶 C	- 🧟		
9.	Arial 🗸 10 🗸 B	ΙL	! ≣ ≞	∃ ■ 🔛	9 🎝		
F10	✓ X ∑ =						
	A	В	С	D	E		
1	Product Name	Units	Unit Cost	Total Cost			
2	B&H 20 Multi Pack Card		0	0			
3	Benson & Hedges 20 Classic H/Pkt		26.39	0			
4	Benson & Hedges 20 Fine H/Pkt	1	26.39	0			
5	Benson & Hedges 20 Smooth H/Pkt	0	26.39	0			
6	Benson & Hedges 20/200 Classic Hd Ctn	1	263.9	263.9			
7	Benson & Hedges 20/200 Fine Hd Ctn	2	263.9	527.8			
8	Benson & Hedges 20/200 Smooth Hd Ctn	3	263.9	791.7			
9	Benson & Hedges 23 Demi Classic Pkt	0	14.78	0			
10	Benson & Hedges 23 Demi Smooth Pkt	0	14.78	0			
11	Benson & Hedges 23 Gold Pkt	0	30.37	0			
12	Benson & Hedges 23/138 Demi Classic Ctn	0	88.68	0			
13	Benson & Hedges 23/138 Demi Smooth Ctn	0	88.68	0			
14	Benson & Hedges 23/184 Gold Ctn	0	242.94	0			
15	Roncon & Hodgos 25 Classic Pld	0	35 65	0			

输入你货品的清点数量,这次我们假设条装 Benson & Hedges 数量为 1, 2, 3, 输入之后 保存文件。

将你的订单导入系统 5



点击菜单选择产品

点击订单导入/导出

TSG 15-07	POS - 1.6.10-20190702 DEV - LIVE 7-2019 9:44:08	TSG POS	- ° × ts g
_	Stock		
Х	Maintenance		
	Products	Promotions	Stock Holding
	Cstegories	Taxes	Stock Movement
	Supplier Management	Proter Import/Export	Price Board
	Promotions File Export	-	
	Reports		
	Se Products	Expired Promotions	Service Contract Cont
	Catalogue	Se inventory	Securrent Inventory
	Se Inventory By Datetime	Se Inventory: Broken	Se Inventory: List Detail
	Sentory: Difference	See Inventory: Difference Detail	

找到之前的 excel 文件然后导入(之前已储存在<mark>我的文档)</mark>

😨 TS	5G POS - 1.6.10-20190702 DEV - LIVE	
15-0	07-2019 11:36:39	TSG POS
	Order Import/Export	
Х	Export Order To Document	
	Supplier <br< th=""><th></th></br<>	
	Date From 15/06/2019 12:00:00 AM Date To 15/07/2019 11:59:59 PM Export Order	
	Import Order From Document CSV SAMPLE FORMAT	_
	Blank-BATA.csv Product Name, Units xz Pipe, 1	
	abc Pipe, 1 def Pipe, 2	
		×
	Export Blank Supplier Order	Import Successful
		ОК
	Export Max Level - Stock Difference Order	
	Supplier <default> Export Order</default>	

确认导入成功.

6 检查导入货品和数量.

点击菜单选择产品

12-07-2019 15:47:38 TG POS	
Register (03.47.21) (03.47.21) Sales Edt Sales Customer Payment LayBy Payment	
Sales Est Sales Customer Payment LayEy Payment	
Layby Payment Layby Payment	
Customer Payment Customer Payment S LayBy Payment	•
S Lajey Payment	
Glose Cash	
Administration	
ales I ales	
See Maintenance	
Resence Management	
Stock & Prices A	
Update Stock & Prices	
System	
Change Password	
Check In/Out	
∑ Logout	-

点击导入报告.

🖭 TS	5 POS - 1.6.13-20190820 - DEV - LIVE		- 0 ×
28-0	8-2019 15:28:55	TSG POS	te <u>c</u>
	SIGCK		
/1	Maintenance Products		Stock Holding
			Stock Movement
	Supplier Management	Criter ImportiExport	Price Board
	Promotions File Export		
	Reports		
	Products	Expired Promotions	Product Labels
	Catalogue	inventory	Current Inventory
	Enventory By Datetime	kwentory: Broken	Inventory: List Detail
	Se Inventory: Difference	Vertex Inventory: Difference Detail	imported Orders

选择日期和时间,检查已导入的订单。如果在同一天导入了不同的订单,就需要用时间去确定订单编号。

TSG POS - 1.6.13-20190820 - E	DEV - LIVE								
28-08-2019 15:35:54			TSG P	05					
Imported Orde	rs								
К	By Date								
	Start Date 28/08/2019 12:00:00 AM	End Date 28/08/2019 11	:00:00 DM 00:00:						
									<u>^</u>
🗖 🖶 C 📘	100% C ()	Page 1 of 1							
		Imported	Orders				Printed		
		1.1.1.1.1.1.1.1.				28/08	8/2019 3.35 PM		
		4	5						
	Period 28/08/2019 12:00:00 AM - 28/08/2019 11:00:00 PM								
	Date Imported: 28/08/19 3:34 PM					Amount			
		BATA	Benson & Hedges 20/200 Classic Hd Ctn	BH20		quantity 1	\$263.90		
		BATA	Benson & Hedges 20/200 Fine Hd Ctn	BH20		2	\$527.80		
		BATA	Benson & Hedges 20/200 Smooth Hd	BH20		3	\$791.70		
					Total	6	\$1,583.41		
		1							

7 使用库存报告来检查已导入货品

点击菜单选择产品

SE 1	TSG POS - 1.6.10-20190702 DE	V - LIVE							
12	-07-2019 15:47:38						TSG POS		
I	Register	*	(03:47:21)]	₩ 1	*			1
11	Sales	K				11-11-		Tatal	
11	Edit Sales		item			Units		Total	
	Customer Payment								
	S LayBy Payment								_
	Close Cash								_
	Administration	*							
	LE Customers								
Т	Stock	 -	1						_
	Sales								_
Ľ	Maintenance								_
Ŀ	Presence Manageme	nt							_
	Stock & Prices	*							
	Update Stock & Prices	s							_
Ľ	*								_
	System	*							_
I.	P Change Password								_
	Check In/Out								_
	Logout								-

点击库存报告

🔤 TSO	TSG POS - 1.6.10-20190702 DEV - LIVE							
12-0	7-2019 16:23:41	TSG POS						
	Stock							
Х	Maintenance							
	Products	Promotions	Stock Holding					
	Categories	Taxes	Stock Movement					
	Supplier Management	Corder Import/Export	Price Board					
	Promotions File Export							
	Reports							
	Products	Expired Promotions	Product Labels					
	Catalogue		Current Inventory					
	knventory By Datetime	Riventory: Broken	Inventory: List Detail					
	Search Inventory: Difference	Inventory: Difference Detail						

选择库存报告应该会像这样。

CGCTN					
	Name				Units
Barcode	Cost	Total Cost	Retail	I otal Retail	
931070490227	Alpine Is 25/200 Filter Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
931070490235	Alpine Is 25/200 Fine Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
931070490229	Alpine Is 25/200 Original Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
931070490231	Alpine Is 25/200 Rich Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
931070490239	Alpine Is 25/200 Supreme Ctn				0
	\$283.44	\$0.00	\$291.94	\$0.00	
931079700200	Benson & Hedges 20/200 Classic Hd C	Ctn			1
	\$263.90	\$263.90	\$271.82	\$271.82	
931079724361	Benson & Hedges 20/200 Fine Hd Ctn				2
	\$263.90	\$527.80	\$271.82	\$543.64	
931079700250	Benson & Hedges 20/200 Smooth Hd (Ctn			3
	\$263.90	\$791.70	\$271.82	\$815.45	
931079728040	Benson & Hedges 23/138 Demi Classi	c Ctn			0
	\$88.68	\$0.00	\$91.34	\$0.00	
931079728042	Benson & Hedges 23/138 Demi Smoot	h Ctn			0
	\$88.68	\$0.00	\$91.34	\$0.00	
931079728465	Benson & Hedges 23/184 Gold Ctn				0
	\$242.94	\$0.00	\$250.22	\$0.00	
931079700201	Benson & Hedges 25/200 Classic Ctn				0
	\$285.19	\$0.00	\$293.74	\$0.00	

请注意,需经常使用库存报告来检查导入库存的准确性和减少人为错误。例如,导入 错的 excel 文件。

8 盘点货物之后的新货?

在盘点货物之后,每当你需要购买新的货品,你将需将每一次的订单都输入系统来维 持库存管理的准确性。

解决方法 1: 货品进出记录

点击菜单选择产品

S TSG POS - 1.6.10-20190702 DEV - LIVE				
12-07-2019 15:47:38		TSG POS		
Register *	(03:47:21)	1		I
Sales K	Item	Linits	Total	_
Edit Sales		onno	10101	
Customer Payment				
💲 LayBy Payment				
Close Cash				
Administration				
Customers				
Stock				
Sales				
Maintenance				
Presence Management				
Stock & Prices 🕆				
Update Stock & Prices				
System A				
Change Password				
Check In/Out				
Logout				
				•



选择货品进去的理由(购买,转移(转入),损坏,转移(转出),

点击货品搜索



扫码货品或者按供应商,目录(条装,包装)来搜索,然后点击执行

😰 Product List				×
Barcode			E	
Name	Abc1			
Category	.	78	Q I	Qw
Sub Category	v	/ RŜ	Ov	/vz
Supplier Buy Price	None	4 ^ª	5ť	6∾
Sell Price ex GST	None			
Sort By	Name Sell Price Sell Price (inc GST & Promos)		2	3
	Execute Select All	()	•
	Cancel			

选择你要的货品,点击 ok

😰 Product List			×
Barcode			
Name		C E	_
Category			0.0
Sub Category	•		- XVz
Supplier	BATA	18 57	2.8
Buy Price	None	- 41 - Ut	O ⁶
Sell Price ex GST	None		28
Sort By	Name Sell Price Sell Price (inc GST & Promos)		
	Execute Select All	0	
810 - C	aptain Black 20 Dark Crema Pkt		
835 - W \$26.	/infield 30 Gold Pouch 38		
895 - B \$25.	enson & Hedges 20 Fine H/Pkt 19		
915 - B \$247	enson & Hedges 20/200 Fine Hd Ctn 7.11		
	OK OK Cancel		

现在你可以看到货品的现有库存。假如我们现在加如两条 Benson& Hedges 20, 我们需要按 "2*+"

E	_					TSG	POS	
)		Stock Movement						
	K	Date 15/07/2019 12:25:00 PM		Reason	(In) Purch	ase	Stock/Inventory Management	
		Item Benson & Hedges 20/200 Fine Hd Ctn	Stock Level L	Jnits Cost Ir x0	nc GST \$263.90	^	CE * -	
]			分	仑		•	7 8 9 +]
						Product Search		
						Zero Stock		

现在系统将会加入两条 Benson& Hedges 20,系统需要点击 "=" 来确认订单。

TSG POS - 1.6.10-20190702 DEV - LIVE 15-07-2019 13:34:33		TSG	POS
Register *	Stock Movement		
Sales	Date 15/07/2019 12:25:00 PM	Reason ((In) Purchase 🔹	Stock/Inventory Management
Customer Payment LayBy Payment Close Cash	Item Stock Leve Benson & Hedges 20/200 Fine Hd Ctn 2	I Units Cost Inc GST x2 \$263.90	CE * - 7 8 9 4 5 6 +
Customers Stock Stales Kaintenance		Product Search	
Presence Management Stock & Prices		Zero Stock Max Stock	
System *			

现在我们再加入其他的货品

😰 TSG POS - 1.6.10-20190702 DEV - LIVE							
15-07-2019 13:40:46						TSG P	OS
Register		Stock Movement					
Sales	K	Date 15/07/2019 12:25:00 PM		Reason	(In) Purch	ase 🔻	Stock/Inventory Management
LayBy Payment		Item Benson & Hedges 20/200 Fine Hd Ctn	Stock Level	Units Cost x2	Inc GST \$263.90	^	CE * -
Administration * Customers Customers Stock Sales Maintenance Presence Management		Benson & Heages 20/200 Smooth Ha Cith	3	XI	\$253.9U	Reset only stock that has a l	/ 8 9 + 4 5 6 1 2 3 regative stock level for a partial stocktake 0 •
Stock & Prices *						Max Stock	

当订单完成的时候,请点击"="来确认最终订单。

Confirm



Are you sure you are done with stock movement. Please Confirm?



 \times

确认订单.

如果你导入具体供应商或者目录的货品。你也可以做一下步骤。

选择目录,子目录或者供应商.然后点击执行。

😰 Product List				×
Barcode			Ē	
Name	Abc1			
Category	•	78	Q	Qw
Sub Category		/ RŠ	Oĭ	/ ÝŻ
Supplier		4 ^ª	5 ^k	6
Buy Price	None			
Sell Price ex GST	None	1	2₫	3₽
Sort By	Name Sell Price GST & Promos)			
	Execute Select All	()	•
	Cancel			

这次我们选择 imperial 作为供应商,点击执行然后选择全部。

<u>le</u>	Product List								×
	Barcode								
	Name								-
	Category				•				OW.
	Sub Category				•	∕ r₿		58	- Xiz
	Supplier	Imperial			-	18			23
	Buy Price	None	•					<u>):</u>	06
	Sell Price ex GST	None	•					26	- 21
	Sort By	🔘 Name	Sell Price	● G	ell Price (inc ST & Promos)			28	J.
		Exec	cute 🗹 Sele	ct All					
	1212 - 1	Tally Ho 50s Fi า	ve Pack		ł	•			
	163 - Ta	ally Ho 50s 50							
	165 - Ta	ally Ho 100s 1	00						
	\$0.00))							
	\$0.00)				-			
			🖌 ок		Cancel				
<u>छ</u> т 29-	SG POS - 1.6.11-20190710 - LI 07-2019 15:43:53	VE							TSG POS
	Stock Moveme	nt							
X	Date 29/07/2019 3:37	:00 PM		Reason	(In) Purchase	×	Stock/Inve	entory Manage	ement
	Item		Stock Level U	nits Cos	t Inc GST				_
	Drum 30/300 Classic Le	af Outer	0	x 0	\$463.18	^	CE	*	-
	Drum 30/300 Menthol Ou	uter	0	x0	\$463.18	\sim	78	89	+
	Drum 30/300 Smooth Le	af Outer	0	x0	\$463.18	•	4 5	56	
	Drum 30/300 Rich Leaf	Duter	0	x0	\$463.18	P	$\lfloor \rfloor 2$	23	
	Golden Virginia 30/300 F	Premium Blend	0	x0	\$487.72	O Broduct Describ	0		
	Jps 100g/600 Cigarette	Tubing Tob Out	0	x0	\$501.83	Product Search			
	White Ox 50/500 Outer		0	x0	\$760.22	Zero Stock	-		
	Drum 50/500 Classic Bl	ue Outer	0	x0	\$766.83	Max Stock			
	Drum 50/500 Rich Sky B	lue Outer	0	x0	\$766.83				

选择需要修改的产品。按 5 然后按 + 号,现在产品数量已经从 0 变为 5.你可以使用 "+"" –"号 来增加或减少产品数量。

🔯 TSG POS - 1.6.11-20190710 - LIVE

30-07-2019 15:32:23

Stock Movement

Date 29/07/2019 3:37:00 PM		Rea	son (In) Purchase	Stock/Inventory Management
Item	Stock Level	Units	Cost Inc GST	
Drum 30 Menthol Pouch	0	x0	\$46.32	789
Drum 30 Rich Leaf Pouch	0	x0	\$46.32	4 5 6
Horizon 40 Red Pkt	0	хO	\$48.94	
Horizon 40 Purple Pkt	0	x0	\$48.94	
Horizon 40 Blue Pkt	0	x0	\$48.94 Product Se	earch
Horizon 40 Orange Pkt	0	x0	\$48.94 Zero Stock	
Horizon 40 White Pkt	0	x0	\$48.94 Max Stock	
Horizon 40 Menthol Blue Pkt	0	x0	\$48.94	

修改所有产品的数量然后按"="确认产品进出订单。

🗐 TSG POS - 1.6.11-20190710 - LIVE

30-07-2019 15:41:16

Stock Movement

Item	Stock Level	Units	Cost Inc GST			
Drum 30 Classic Leaf Pouch	0	x5	\$46.32		CE	*
Drum 30 Rich Leaf Pouch	0	x1	\$46.32	\sim	7 8	9
Horizon 40 Red Pkt	0	x1	\$48.94	\square	4 5	6
Horizon 40 Purple Pkt	0	x5	\$48.94		12	3
Horizon 40 Blue Pkt	0	x5	\$48.94		0	
Horizon 40 Orange Pkt	0	x10	\$48.94	Product Search		
Horizon 40 White Pkt	0	x12	\$48.94	Zero Stock	L	
Horizon 40 Menthol Blue Pkt	0	x2	\$48.94	Max Stock		
Golden Virginia 30g Prem Blend Tin	0	x5	\$48 77			

TSG POS

TSG POS



按 yes 确认。你的打印机会打出一份导入的订单。你可以用此来核对你的订单。

方法 2: 导入新的货品 重复步骤 4-7.

9 用库存报告来检查和确认你的库存

点击菜单选择产品



点击库存差别报告

😨 TSG	POS - 1.6.10-20190702 DEV - LIVE	
15-07	7-2019 13:53:36	TSG POS
	Stock	
Х	Maintenance	
	Products	Promotions
	Categories	Taxes
	Supplier Management	Conter Import/Export
	Promotions File Export	
	Reports	
	Products	Separate Promotions
	Catalogue	See Inventory
	Se Inventory By Datetime	Se Inventory: Broken
	See Inventory: Difference	Inventory: Difference Detail

选择一个原因(如需要)然后建立报告,如果

TSG POS -	1.6.10-20190702 DEV - LIVE					- 0' X
15-07-20	19 16:24:23				TSG POS	tsg
Inv	entory: Differen	ce				
Х		By Date Start Date 15/07/2019 12:00:0	0 AM End Date15/07/2019 11	59:59 PM		
	By Barcode	By Form Category	* Suppler			
		Sub Category	• Reason			
<u> </u>			< >>>>	(In) Purchase (In) Refund (In) Movement (Out) Sale (Out) Refund		A Run Report
				(Out) Breakage (Out) Movement		ĺ

inventory	Difference			15/07/2019 4.26 PN
Period:	15/07/2019 - 15/07/2019			
General				
CGCTN				
Barcode	Name	In	Out	Difference
93107970020	00 Benson & Hedges 20/200 Classic	1	-0	
		\$263.90	-\$0.00	\$263.9
93107972436	61 Benson & Hedges 20/200 Fine	4	-0	
		\$1,055.60	-\$0.00	\$1,055.6
93107970025	50 Benson & Hedges 20/200	4	-0	
		\$1,055.60	-\$0.00	\$1,055.6
		\$2,375.11	-\$0.00	\$2,375.1
		Total In \$2,375,11	Total Out -\$0.00	Total Difference \$2,375.1

10 你或者会对系统有疑问,例如系统怎么从一条烟里拆分成包装?

我们再拿 Benson & Hedges 20 作为例子,如果搜索"BH20",我们会找到 6 个产品。

OS - 1.6.10-20190702 DEV - LIVE -2019 9:56:59			
Products			
By Barcode	By Form		
Barcode	Category		Supplier
	Sub Category	BH20	▼ Status Active ▼
		1/	
27 Banson & Hadgar 20 Cheric L	/0k+	Constant Contract Const.	
195 - Benson & Hedges 20 Classic P 195 - Benson & Hedges 20 Fine H/	Pkt	General Optional Stock I	Button Image Status
i41 - Benson & Hedges 20 Smooth i38 - Benson & Hedges 20/200 Cla	sic Hd Ctn	eference 537	22
15 - Benson & Hedges 20/200 Fin 42 - Benson & Hedges 20/200 Sm	e Hd Ctn B poth Hd Ctn N	arcode 9320893	32 8. Harlans 20. Classir H/Dkt
		unpler PATA	
	° c	ategory CGPKT	Add Sub Category
	s	ub Category BH20	
	т	ax Category GST	7
	s	ell Price \$27	7.71 Sell Price ex GST \$25.19
	в	uy Price \$26	5.39 Buy Price ex GST \$23.99
	1		Margin
	l	Apply to Category	5% Apply to sub Category
果你查看产 GPOS - 1.6.10-20190702 07-2019 10:04:37	品 537 和 : _{DEV - LIVE}	538 的"opt	tional"选项,你可以发现包装和条装是相互连接的
果你查看产 ^{G POS - 1.6.10-20190702} 07-2019 10:04:37 Products	品 537 和! DEV-LIVE	538 的"opt	tional"选项,你可以发现包装和条装是相互连接的。
果你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products 	品 537 和 ! DEV - LIVE	538 的"opt	tional"选项,你可以发现包装和条装是相互连接的。
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode Barcode	品 537 和 1 Dev - LIVE	538 的"opt By Form Category	tional"选项,你可以发现包装和条装是相互连接的。 TSG PO
果你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode	品 537 和 1 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项,你可以发现包装和条装是相互连接的。 TSG PO
果你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode	品 537 和 1 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项,你可以发现包装和条装是相互连接的。 TSG PO: USG PO: U
果你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode	品 537 和 : DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项,你可以发现包装和条装是相互连接的。 TSG POS ■ Suppler ■ BH20 ■ Status Active ■
果你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode By Barcode	品 537 和 1 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项,你可以发现包装和条装是相互连接的。 TSG PO:
果你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode	品 537 和 : DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO: BH20 、 Suppler 、 BH20 、 Status Active 、 4/6 《 《 》 》
♣你查看产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode	品 537 和 1 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项, 你可以发现包装和条装是相互连接的。 TSG POS BH20 、 Suppler 4/6 《 《 》 》 General Optional Stock Button Image Status
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode Barcode 537 - Benson & Hedge 895 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO: BH20
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 895 - Benson & Hedge 541 - Benson & Hedge 538 - Benson & Hedge 538 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category =	tional"选项, 你可以发现包装和条装是相互连接的。 TSG POS ■ Suppler ■ H20 4/6 General Optional Stock Button Image Status 200 Stick Count ■ Is this suppler
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 551 - Benson & Hedge 551 - Benson & Hedge 538 - Benson & Hedge 915 - Benson & Hedge 915 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category = Ctn n	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO:
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 544 - Benson & Hedge 545 - Benson & Hedge 545 - Benson & Hedge 546 - Benson & Hedge 547 - Benson & Hedge 547 - Benson & Hedge 548 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category = Ctn n d Ctn	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO: TSG PO: 4/6 《 《 》 》 General Optional Stock Button Image Status 200 Stick Count Is this product a carton? 537 Sub Product Reference
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 544 - Benson & Hedge 545 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category = Ctn n d Ctn	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO:
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 544 - Benson & Hedge 545 - Benson & Hedge 545 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category = Ctn n d Ctn	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO:
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 544 - Benson & Hedge 545 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO:
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 544 - Benson & Hedge 545 - Benson & Hedge 545 - Benson & Hedge 546 - Benson & Hedge 547 - Benson & Hedge 548 - Benson & Hedge 549 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category = Ctn n d Ctn	tional"选项, 你可以发现包装和条装是相互连接的。 TSG PO:
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 541 - Benson & Hedge 543 - Benson & Hedge 543 - Benson & Hedge 544 - Benson & Hedge 545 - Benson & Hedge	品 537 和 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项, 你可以发现包装和条装是相互连接的 TSG PO
未你查有产 G POS - 1.6.10-20190702 07-2019 10:04:37 Products By Barcode Barcode 537 - Benson & Hedge 541 - Benson & Hedge 538 - Benson & Hedge 539 - Benson & Hedge 541 - Benson & Hedge 542 - Benson & Hedge 542 - Benson & Hedge	品 537 和 1 DEV - LIVE	538 的"opt By Form Category Sub Category	tional"选项,你可以发现包装和条装是相互连接的 TG PO

我们卖一包 Benson & Hedges 20 classic 然后再看一下库存。

我们库存报告 inventory report (步骤 3)在子目录输入 BH20, 你会发现条装从 1 变到 0 并且包装从 0 变成了 9. (一条有 10 包)

					General
					CGCTN
Units				Name	
	Total Retail	Retail	Total Cost	Cost	Barcode
(Ctn	0 Benson & Hedges 20/200 Classic Hd	931079700200
	\$0.00	\$271.82	\$0.00	\$263.90	
4			'n	1 Benson & Hedges 20/200 Fine Hd Ct	931079724361
	\$1,087.27	\$271.82	\$1,055.60	\$263.90	
4			d Ctn	0 Benson & Hedges 20/200 Smooth Ho	931079700250
	\$1,087.27	\$271.82	\$1,055.60	\$263.90	
					CGPKT
Units				Name	
	Total Retail	Retail	Total Cost	Cost	Barcode
ę				Benson & Hedges 20 Classic H/Pkt	93208932
	\$249.38	\$27.71	\$237.50	\$26.39	
(0 Benson & Hedges 20 Fine H/Pkt	931079724360
	\$0.00	\$27.71	\$0.00	\$26.39	
(Benson & Hedges 20 Smooth H/Pkt	93208949
	\$0.00	\$27.71	\$0.00	\$26.39	

那如果我们退掉刚卖出去的一包呢?如果你再从新查看你的库存报告,包装又从 9 包 变成 10 包。

Inventory	y: Location and Category			16/07/2019	Printed 11.17 AM
General					
CGCTN					
	Name				Units
Barcode	Cost	Total Cost	Retail	Total Retail	
93107970020	00 Benson & Hedges 20/200 Classic Hd	l Ctn			0
	\$263.90	\$0.00	\$271.82	\$0.00	
93107972436	61 Benson & Hedges 20/200 Fine Hd Ct	tn			4
	\$263.90	\$1,055.60	\$271.82	\$1,087.27	
9310797002	50 Benson & Hedges 20/200 Smooth Ho	d Ctn			4
	\$263.90	\$1,055.60	\$271.82	\$1,087.27	
CGPKT					
	Name				Units
Barcode	Cost	Total Cost	Retail	Total Retail	
93208932	Benson & Hedges 20 Classic H/Pkt				10
	\$26.39	\$263.89	\$27.71	\$277.08	
93107972436	60 Benson & Hedges 20 Fine H/Pkt				0
	\$26.39	\$0.00	\$27.71	\$0.00	
93208949	Benson & Hedges 20 Smooth H/Pkt				0
	\$26.39	\$0.00	\$27.71	\$0.00	

\$2,375.10

\$2,451.63