Configuring Inventory Replenishment for Purchased Items

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You can keep your stock at just the right levels using aACE's robust automation features, including automatic updates to existing POs. After you <u>understand how to work with the</u> <u>inventory replenishment (http://aace5.knowledgeowl.com/help/overview-of-inventory-replenishment-for-purchased-items)</u> tools, implementing the feature involves two stages:

- 1. Set the replenishment fields on your line item codes (LICs).
- 2. Configure the automation schedule in your system preferences.

1. Set the Replenishment Fields for LICs

For the inventoried line items that you need to consistently re-stock, you can enter parameters that tell aACE how to keep your inventory levels just where you need them. You can specify the levels for each <u>office location (http://aace5.knowledgeowl.com/help/overview-of-offices)</u> where you store inventory for a LIC.

- 1. Locate the desired LIC, then click the **Offices** tab and the **Edit** button.
- 2. For each office that needs automated replenishment, enter the two parameters:
 - Target The quantity you would like to have on the shelf.
 - Replenish Balance The quantity that will trigger an automated replenishment purchase order.

ine Item Code: TB-LIT102	The Complete Works of Shakespear	e active
Inventoried Item Details		Notices 😣 🛛 Emails 🎽 Docs 🥝
General Info	Inventory Serialized Track by Mfr Lot Discontinued	Order Item Notes Pictures
Type Est Unit Cost Rate Type Rate	alue VDS On Hand > Demand > Available On Order > Total	
Textbook 79.99 Fixed Mark Up 2	5.00 V 130 0 130 0 130	
Price MSRP Comm Type Comm	alue VCS Cycle Last Count Next Serial	
104.99 109.98 Fixed Amount	5.00 V A 11/09/18	
counting Column	indexe	
evenue Account > Cost Account >	Item Into Penshable Enable Shipping Special Order	
001 Uncategorized Sales 9 5001 Cost of Sales	Image: Construction of the state o	
nventory Account > Department >	Ship Cost UOM Case Oty (Sale Pur) SKU	
L301 Uncategorized Q	0.00 65458641D165	
Options Custom Prices Vendors Bin	Balances Offices	
Office On H	and Balance Available Balance Total Balance Target Replenish Balance	Default Bin Return Bin 💥
> aACME, Inc. (AI)	130 130 130 125 50	**^
> Midwest Regional Outlet (MWRO)	0 0 0 0 0	* *
Q		
references		
Show in entry list. Causes the code to appear in order, esti Enforce rate card billing. Prevents users from changing the	price at entry. Auto-update cost rate based on purchas	customer discount from being applied to this code at entry.
Enable AvaTax. Sends order and invoice items to AvaTax. C	tional code: Updates the estimated cost rate to average of	if recent purchases.
Cond Gran sight automicht a matification if cold with a m	roin less than: 0 Send notice when ordered. Sends Line It	em code ordered nouce when an order or PO is opened.

3. Click Save.

Tips

- In the LIC list view, you can quickly display items for inventory replenishment using two shortcut links in the footer:
 - Find Inventoried Items Removes all other item types from the list.
 - Find Items Requiring Replenishment Displays inventoried items that currently have an Available quantity less than the Target quantity.
- In the LIC detail view, you can jump to related records by clicking the Inventory section go-to links: On Hand, Demand, and On Order.

2. Configure the Automation Process

The second half of preparing the inventory replenishment automation is for the system administrator to specify when aACE should check for items that need to be re-ordered. We recommend that this process run once a day (or at most every few hours). Make sure the settings you specify here align with your organization's policies.

Navigate to Menu > System Admin > Preferences > Automation Schedules, and on the Schedule Setup tab, mark the flag for Generate Inventory Replenishment. (Read more about <u>configuring automation schedules (http://aace5.knowledgeowl.com/help/configuring-automation-schedules</u>).)