SAGE 100

QUICK PHYSICAL COUNT ENTRY OPERATING MANUAL

http://fayebsg.com/sage-quick-physical-count-entry/

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Overview

Our **Quick Physical Count Entry** screen streamlines the process of entering physical counts into Sage 100. Unlike the standard Physical Count Entry process, you're not required to *Freeze Inventory* ahead of time nor are you required to enter the count in any pre-defined order. You can enter counts quickly and easily in any way that makes sense for your organization.   When you're done entering the "quick count", our enhancement immediately imports the data into Sage 100's standard *Physical Count Entry* function so that standard Sage 100 physical count processes would then apply.
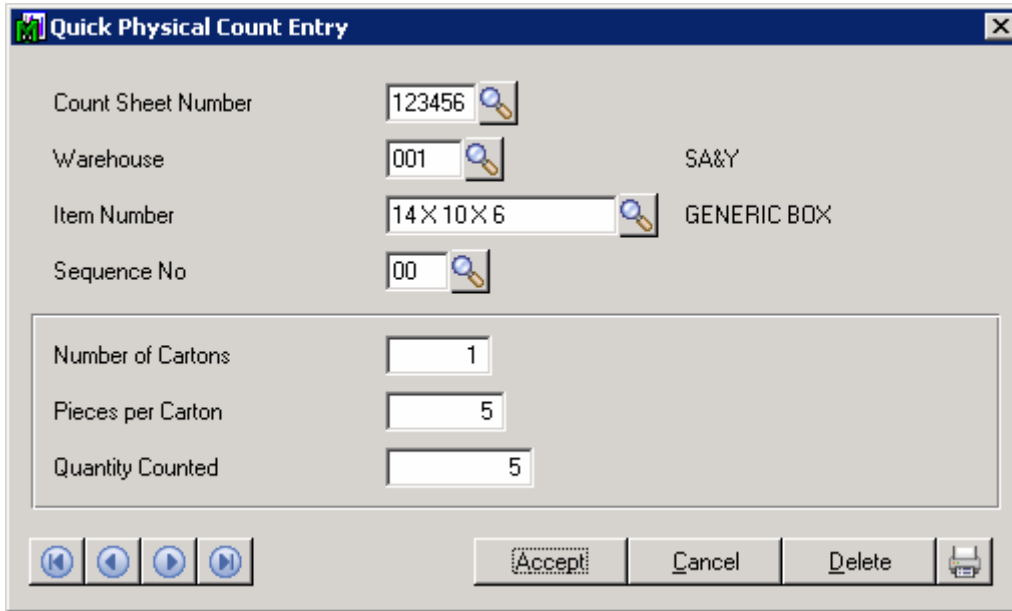
Key Features & Functions

- Enter item counts in any order

- Enter the same item multiple times

- All entry on one simple screen

- Enter by item count or box count

- Inventory can be frozen or not

- Inventory count automatically imported into standard Physical Count Entry screens

1. Launch Sage 100.

2. Select **Inventory Management** from the *Sage 100 Modules Menu*.

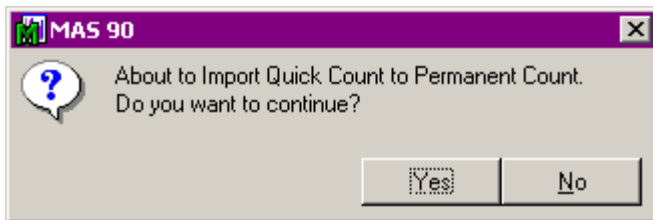3. Select **Quick Physical Count Entry** the *Inventory Physical Menu*.

4. When done entering the count, you are prompted to import the count into the Sage 100 standard Physical Count Entry screen.

5. Standard Sage 100 processing then takes over.