
DISCLAIMER STATEMENT

The information in the following examples is fictitious and is only used for training purposes. To view your agency's data in AFNS, please use your agency's account coding (fund, agency, organization code, etc) and transaction numbers.

** This manual lists basic AFNS tables. For a complete listing of AFNS tables, please contact the AFNS Hotline.

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SECTION ONE: COURSE OBJECTIVES

- ◆ To understand the role of the Inventory Control Subsystem (ICS) within the overall structure of AFNS.
- ◆ To enable the user to update and maintain the User Maintained Master Tables associated with ICS.
- ◆ To enable the user to view required data on System Maintained Master Tables associated with ICS.
- ◆ To gain knowledge of the capabilities of the ICS.
- ◆ To understand the functional architecture (how it works) of the ICS.

SECTION TWO: OVERVIEW

- ◆ The course will show the user how to initialize and maintain ICS data records.
- ◆ The course will consist of a scenario which will require user input.
- ◆ The scenario will begin with a set of known variables.
- ◆ The scenario will provide an explanation of the updates that occurred.
- ◆ The scenario will conclude with a complete walk-through of the actions performed.

SECTION THREE: INVENTORY CONTROL MASTER TABLES

A. THE ROLE OF THE INVENTORY CONTROL MASTER TABLES IN AFNS

- ◆ To provide the reference data the system needs to validate transaction input.
- ◆ To serve as the focal point for information used in the report generation process.
- ◆ To maintain system controls and options which dictate how transactions are processed through the system.
- ◆ To provide the user with on-line access to the ICS data records.

B. TYPES OF ICS MASTER TABLES

1. System Maintained Tables

- ◆ Automatically updated by the system.
- ◆ Provide on-line summary information on the existing inventory records.
- ◆ No on-line changes/modifications are allowed.
- ◆ Nine system maintained master tables are provided:
 1. Inventory Inquiry (1 OF 3)(INVN)
 2. Inventory (2 OF 3) (INV2)
 3. Issue Queue Inquiry (ISSQ)
 4. Open Stock Requisition Header Inquiry (OSRH)
 5. Open Stock Requisition Account Line Inquiry (OSRL)
 6. Open Stock Requisition Item Line Inquiry (OSRC)
 7. Open Stock Requisition Item Issues Inquiry (OSRI)
 8. Open Transfer Header Inquiry (OTRH)
 9. Open Transfer Line Inquiry (OTRL)

Inventory Inquiry (1 Of 3) (INVN)

INVN Table Example

```
ACTION: R SCREEN: INVN USERID: AFNS

      I N V E N T O R Y   I N Q U I R Y   ( 1   O F   3 )

WAREHOUSE= WHSE  STOCK ITEM= 25075CRTCLEAN      PRIMARY BIN: A06D4
          DESCR:  CLEANER, CRT SCREEN, TWIN PACK  ALTERNATE BIN 1:
          VENDOR:                                     ALTERNATE BIN 2:
          LONG DESCR: CLEANER, CRT SCREEN, TWIN PACK, 1 WET, 1 DRY  UNIT PRICE:      0.368108

ON HAND:      88.000  BACKORDERED:      0.000  FIRST RECEIPT: 04 19 96
RESERVED:     0.000   ON ORDER:         0.000   LAST ISSUE:  06 30 98
RELEASED:    60.000  CURR ON REQ:      0.000   LAST ORDER:  01 05 98
IN TRANSFER: 0.000   MAX ISSUE:   999,999.000  LAST TRANSFER:
-----      MIN ISSUE:      0.000  NEXT DELIVERY:
AVAILABLE:    28.000                                     LAST COUNTED: 09 29 97
                                                    LAST COUNT:   272.000

QUANTITY/ISSUE:          ISSUE UNIT: EACH      FROZEN IND: N
UNIT COST:      0.351386  PURCHASE UNIT: CTN  PARENT ITEM IND: N
EXTENDED COST:   31.45    SMALLER UNIT: I      ABC CLASS: ADRS
                                MULTIPLIER:  40    STOCK GROUP:
```

Contains information about each stock item stored in the warehouse.

Identifies the description, the purchasing costs, and the quantity for each stock item.

Automatically produced when items are added or updated.

Updated by inventory transactions.

Inventory (2 Of 3) (INV2)

INV2 Table Example

ACTION: R SCREEN: INV2 USERID: AFNS						
I N V E N T O R Y (2 O F 3)						
WAREHOUSE= WHSE		STOCK ITEM= 06000			PRIMARY BIN: 00001	
ISSUE + XFER		ISSUE + XFER	ISSUE + XFER	FORECAST		FORECAST
QTY	CURR YR	QTY (YR - 1)	QTY (YR - 2)	QTY	CURR YR	QTY (YR - 1)
-----		-----		-----		-----
JAN	135.000	102.000	42.000	0.000		0.000
FEB	30.000	91.000	55.000	0.000		0.000
MAR	80.000	20.000	20.000	0.000		0.000
APR	61.000	55.000	69.000	0.000		0.000
MAY	85.000	76.000	15.000	0.000		0.000
JUN	121.000	107.000	20.000	0.000		0.000
JUL	0.000	161.000	63.000	0.000		0.000
AUG	0.000	35.000	100.000	0.000		0.000
SEP	0.000	142.000	92.000	0.000		0.000
OCT	0.000	35.000	110.000	0.000		0.000
NOV	0.000	50.000	0.000	0.000		0.000
DEC	0.000	67.000	40.000	0.000		0.000
REQ LEAD TIME:		0	ORDER UP TO QTY:	520.000	MANUAL REORDER FLAG:	N
VENDOR LEAD TIME:		0	SAFETY STOCK QTY:	1.000	REORDER LVL:	170.000
LEAD TIME ADJ:		0	REORDER QTY:	0.000		

Contains information about each stock item stored in the warehouse. It is an inquiry screen that displays all system-maintained item information.

Identifies historical usage figures, forecast figures, lead-times and re-order quantities.

Automatically produced when items are added or updated.

Updated by inventory transactions.

Issue Queue Inquiry (ISSQ)

ISSQ Table Example

```
ACTION: R SCREEN: ISSQ USERID: AFNS

                I S S U E   Q U E U E   I N Q U I R Y

    WAREHOUSE= WHSE

    REQUISITION ID      CONFIRMATION ID      DELIVERY DATE  PICK DATE
    =====            =====            -----      -
01- SR XAGC0000001      CI 000000000000001  04 15 XX      04 20 XX
02- SR XAGC0000002      CI 000000000000002  05 15 XX      04 20 XX
03- SR XAGC0000003      CI 000000000000003  05 20 XX      04 20 XX
04-
05-
06-
07-
08-
09-
10-
11-
12-
13-
04-*L009 HEADER CHANGE
```

Provides stock requisition and issue data on stock items stored in a warehouse.

Identifies delivery, pick, and issue dates. The Confirmation ID fields and Pick Date fields are updated when Pick and Issue Order (PI) documents are accepted & the Confirmation Issue (CI) documents are held or rejected on the suspense. Lines are deleted when the Confirmation (CI) documents are accepted.

Records are added to this table by the processing of inventory transactions.

Open Stock Requisition Header Inquiry (OSRH)

OSRH Table Example

ACTION: R SCREEN: OSRH USERID: AFNS			
O P E N S R H E A D E R I N Q U I R Y			
TRANSACTION ID= SR XAGC000001			
BUDGET FY: XX		ACCOUNTING PERIOD: 01 XX	
TRANSACTION DATE: 10 16 XX		COMMENTS:	
REQUESTING AGCY: AGC		REQUESTING ORG: 1234	
REQUESTED BY: NAME		PHONE: (NNN)NNN-NNNN	
DELIVERY DATE: 10 16 XX		DELIVERY BUILDING/ROOM: UNION	
WAREHOUSE: WHSE		SHIP WHOLE ORDER: N	
TOTAL ITEM LINES: 1		TOTAL AMOUNT: 40.00	
CLOSED ITEM LINES: 1		CLOSED AMOUNT: 40.00	
NUMBER OF ISSUES: 1		CLOSED DATE: 10 16 XX	
----- STATUS -----			
BACKORDERED: N		RESERVED: N	
RELEASED: N		DATE: 10 16 XX	

Records are added to this table through inventory document processing.

Open SR Header Inquiry (OSRH) displays all open and some recently closed Stock Requisition (SR) and Over the Counter (OC) documents. It also displays the backordered, reserved, and released status of the requisition - P (partially), F (fully), N (none).

Records are deleted from this table by the Inventory Subsystem Table Purge (INTP) program when the corresponding Open Stock Requisition Header Inquiry (OSRH) record is closed for more days than the number of retention days as indicated on Warehouse Management (WHS2). This purge is run upon request. The transactions still remain in the ledgers upon deletion.

Open Stock Requisition Account Line Inquiry (OSRL)

OSRL Table Example

```
ACTION: R SCREEN: OSRL USERID: AFNS

      O P E N   S R   A C C O U N T   L I N E   I N Q U I R Y

TRANSACTION ID= SR XAGC0000001

01-
  LINE NUMBER= 01
    FUND: 1234          AGENCY: AGC          ORG/SUB-ORG: 1234
    APPR UNIT: 123      ACTIVITY:          FUNCTION:
    OBJ/SUB-OBJ: 0933   REPT CAT:          COST CAT:
    JOB NUMBER:        PROJECT:
  LINE AMOUNT:          40.00          CLOSED AMOUNT:          40.00

02-
  LINE NUMBER=
    FUND:          AGENCY:          ORG/SUB-ORG:
    APPR UNIT:     ACTIVITY:         FUNCTION:
    OBJ/SUB-OBJ:   REPT CAT:         COST CAT:
    JOB NUMBER:    PROJECT:
  LINE AMOUNT:          CLOSED AMOUNT:

02-*L009 HEADER CHANGE
```

Records are added to this table through the processing of inventory documents.

The Open Stock Requisition Account Line Inquiry (OSRL) displays all outstanding and some recently closed SR accounting lines, as well as OC accounting lines. Information about each buyer's accounting distribution, as a result of a Stock Requisition (SR) or Over the Counter (OC) document, is displayed.

The Closed Amount field is updated as Issue Confirmation (CI) or Over the Counter (OC) documents are accepted.

Records are also deleted from this table by the Inventory Subsystem Table Purge (INTP) program.

Open Stock Requisition Line Inquiry (OSRC)

OSRC Table Example

```
ACTION: R SCREEN: OSRC USERID: AFNS

          O P E N   S R   L I N E   I N Q U I R Y

TRANSACTION ID= SR XAGC0000001

  LINE NUMBER= 001

  STOCK ITEM: 11111                      ISSUE UNIT: EA
  DESCRIPTION:
  REF ACCT LINE: 01                      JOB TYPE:
  UNIT PRICE:      2.000000              TOTAL PRICE:      40.00

          QUANTITY
          -----
  REQUESTED:      20.000
  RESERVED:       0.000
  RELEASED:       0.000
  ISSUED:         20.000
  BACKORDER:      0.000                      PREVIOUS BACKORDER:
```

Contains all outstanding stock requisition commodity information.

Open Stock Requisition Line Inquiry (OSRC) stores information about each item line of all open and some recently closed Stock Requisition (SR) and Over the Counter (OC) documents such as descriptive information, backordered, reserved, released, and issued quantities.

The **Requested** and **Backordered Quantity** fields are updated by SR and OC documents. The **Reserved Quantity** field is updated by the SR document. The **Released Quantity** field is updated by the Pick and Issue (PI) document and the **Issued Quantity** is updated by Issue Confirmation (CI) and Over the Counter (OC) documents.

Records are also deleted from this table by the (INTP) program.

Open Stock Requisition Item Issues Inquiry (OSRI)

OSRI Table Example

```
ACTION: R SCREEN: OSRI USERID: AFNS

      O P E N   S R   I T E M   I S S U E S   I N Q U I R Y

REQUISITION DOCUMENT ID= SR XAGC0000001      ITEM LINE NUMBER= 001
ISSUE/RETURN DOCUMENT ID= CI 00000000001

DESCRIPTION:

      STOCK/ITEM: 11111                      JOB TYPE:

      RELEASED QUANTITY:      20.000          UNIT PRICE:      2.000000
ISSUE UNIT OF MEASURE: EA          UNIT COST:      2.000000
                                      TOTAL PRICE:      40.00

      ISSUE/RETURN DATE: 10 16 XX          ISSUE/RETURN QUANTITY: 20.000
                                      RETURN CHARGE:      0.00
                                      REFUND AMOUNT:      0.00
```

Contains information about each stock item line on the stock requisition.

Contains the description, the cost, and the quantity for the stock item.

The Open Stock Requisition Item Issues Inquiry (OSRI) displays issue or return information about an item line from an open or recently closed Stock Requisition (SR) or Over the Counter (OC) documents.

Records are added to this screen for each accepted OC document, for each SR document that was picked by a Pick and Issue (PI) document, and for all Stock Return (SN) documents that reference an Over the Counter (OC) or Stock Requisition (SR) document.

Records are also deleted from this table by the (INTP) program.

Open Stock Transfer Receipt Header Inquiry (OTRH)

OTRH Table Example

```
ACTION: R SCREEN: OTRH USERID: AFNS

      O P E N   T R   H E A D E R   I N Q U I R Y

TRANSACTION ID= TI XAGC0000001

TRANSACTION DATE: 11 18 XX           DELIVERY DATE: 11 18 XX

ISSUED WAREHOUSE: WHSE                DATE: 11 18 XX
      COMMENTS:                        BY: NAME

RECEIVED WAREHOUSE: WHS2              DATE: 11 18 XX
      COMMENTS:                        BY: NAME

      TOTAL LINES:    1
      CLOSED LINES:   1           CLOSED DATE: 11 18 XX
```

The Open Stock Transfer Receipt Header Inquiry (OTRH) displays information from the header portion of all open and some recently closed stock transfer documents. It documents the date the transfer is closed and the number of closed item lines.

For each Stock Transfer Issue (TI) document accepted by the system, a record is added to this inquiry screen.

Records are also deleted from this table by the (INTP) program.

Open Stock Transfer Receipt Line Inquiry (OTRL)

OTRL Table Example

```
ACTION: R SCREEN: OTRL USERID: AFNS

      O P E N   T R   L I N E   I N Q U I R Y

TRANSACTION ID= TI XAGC0000001

01-   LINE NUMBER= 001                ISSUE UNIT: EA
      STOCK ITEM: 06000              TRANSFER QTY:    20.000
      DESCRIPTION: AUTOMOTIVE MAINTENANCE ITEMS RECEIVED QTY:    20.000

02-   LINE NUMBER=                   ISSUE UNIT:
      STOCK ITEM:                     TRANSFER QTY:
      DESCRIPTION:                    RECEIVED QTY:

03-   LINE NUMBER=                   ISSUE UNIT:
      STOCK ITEM:                     TRANSFER QTY:
      DESCRIPTION:                    RECEIVED QTY:

04-   LINE NUMBER=                   ISSUE UNIT:
      STOCK ITEM:                     TRANSFER QTY:
      DESCRIPTION:                    RECEIVED QTY:

02-*L009 HEADER CHANGE
```

Contains information about stock transfer issues.

The Open Stock Transfer Receipt Line Inquiry (OTRL) displays information about all open and recently closed Stock Transfer Issue (TI) documents such as item number and description, quantity transferred, and quantity received.

A record is added to OTRL for each item line of an accepted Stock Transfer Issue (TI) document. The **Received Quantity** field is updated by Stock Transfer Receipt (TR).

Records are also deleted from this table by the (INTP) program.

2. Alternate View Inquiries

- ◆ Automatically updated by the system.
- ◆ Provides on-line information on existing inventory records.
- ◆ No on-line changes/modifications are allowed.
- ◆ Two alternate view inquiry tables are provided:
 1. Inventory By Stock Item Inquiry (INVI)
 2. Open Stock Requisition Issues by Issue/Return ID Inquiry (OSRR)

Inventory By Stock Item Inquiry (INVI)

INVI Table Example

```
ACTION: R SCREEN: INVI USERID: AFNS

      I N V E N T O R Y   B Y   S T O C K   I T E M   I N Q U I R Y

      STOCK ITEM          WAREHOUSE  DESCRIPTION                                QUANTITY
      =====          =====  -----                                -
01- 06000                WHSE      AUTOMOTIVE MAINTENANCE ITEMS                0.000
02- 06000                WHS1      AUTOMOTIVE MAINTENANCE ITEMS                0.000
03- 06000                WHS2      AUTOMOTIVE MAINTENANCE ITEMS                0.000
04- 06000                WHS3      AUTOMOTIVE MAINTENANCE ITEMS                0.000
05- 06000                WHS4      AUTOMOTIVE MAINTENANCE ITEMS                3.000
06-
07-
08-
09-
10-
11-
12-
13-
14-
```

Inventory by Stock Item Inquiry (INVI) is an alternate view of Inventory Inquiry (INVN). It allows you to view description and quantity available from Inventory Inquiry (INVN).

Allows the user to scan the record to see which warehouse contains a specific stock item number.

Changes/modifications are controlled by the user through the use of the Inventory (3 Of 3) (INV3).

Open Stock Requisition Issues by Issue/Return ID Inquiry (OSRR)

OSRR Table Example

```
ACTION: R SCREEN: OSRR USERID: AFNS

      O P E N   S R   I S S U E S   B Y
      I S S U E / R E T U R N   I D   I N Q U I R Y

      ISSUE/RETURN ID      REQUISITION ID      LINE
      =====            =====            =====
01- CI 00000000001      SR XAGC0000001      001
02- CI 00000000002      SR XAGC0000002      001
03- CI 00000000003      SR XAGC0000003      001
04- CI 00000000004      SR XAGC0000004      001
05- CI 00000000005      SR XAGC0000005      001
06- CI 00000000006      SR XAGC0000006      001
07- CI 00000000007      SR XAGC0000007      001
08- CI 00000000008      SR XAGC0000008      001
09- CI 00000000009      SR XAGC0000009      001
10- CI 00000000010      SR XAGC0000010      001
11- CI 00000000011      SR XAGC0000011      001
12- CI 00000000012      SR XAGC0000012      001
13- CI 00000000013      SR XAGC0000013      001
```

Open Stock Requisition Issues by Issue/Return ID Inquiry (OSRR) is an alternate view of Open Stock Requisition Item Issues Inquiry (OSRI). It allows the user to view data selected by the Issue/Return ID.

3. User Maintained Tables

- ◆ Data maintained by the user.
- ◆ Tables are updated through Easy Doc and Table processing.
- ◆ Data is stored on the tables to validate documents being processed.
- ◆ Seven user maintained tables are provided. The user must load these user-maintained tables. The following tables must be set up to implement ICS.
 1. ABC Classification Parameter (ABCP)
 2. Adjustment Code (ADJC)
 3. Inventory (3 of 3) (INV3)
 4. Return Code (RETC) (optional)
 5. Warehouse Management (WHS2)
 6. Keyword by Stock Item Inquiry (KYWD)
 7. Inventory by Keyword (INKY)

ABC Classification Parameter (ABCP)

ABCP Table Example

ACTION: R SCREEN: ABCP USERID: AFNS

A B C C L A S S I F I C A T I O N P A R A M E T E R

01-

AGENCY=	010	ABC CLASSIFICATION=	ABC01
DESCRIPTION:	SEASONAL EQO ITEMS	FORECAST METHOD:	S
NUMBER OF MONTHS:	10	SAFETY STOCK FACTOR:	200
ORDER QTY METHOD:	E	LEAD TIME ADJUSTMENT:	0
EQO ORDER COST:	1,000,000.00	EQO CARRY %:	50

02-

AGENCY=	010	ABC CLASSIFICATION=	ABC02
DESCRIPTION:	NON-SEAS ORD UP TO	FORECAST METHOD:	N
NUMBER OF MONTHS:	10	SAFETY STOCK FACTOR:	400
ORDER QTY METHOD:	O	LEAD TIME ADJUSTMENT:	0
EQO ORDER COST:	0.00	EQO CARRY %:	0

Establishes management parameters for stock items with similar management needs such as forecast methods and order quantity method. ABC classifications are used to group these items. ABC classifications are also used to create reports.

Provides the user with the capability to group like items. One example might be to group inexpensive items in one ABC classification while expensive items would be grouped in another ABC classification.

Provides the description of the group and quantitative data.

ABCP codes must be created before loading data on the INV3.

Adjustment Code (ADJC)

ADJC Table Example

ACTION: S SCREEN: ADJC USERID: AFNS

A D J U S T M E N T C O D E

CODE	DESCRIPTION	OBJECT	
01-	ADJUST	INVN ADJUSTMENT	1800
02-	BEGBAL	BEGINNING BAL INVN INITIATION	1800
03-	PHYINV	PHYSICAL INVENTORY ADJUSTMENT	1800
04-	PURCHS	INVENTORY PURCHASES	1800
05-			
06-			
07-			
08-			
09-			
10-			
11-			
12-			
13-			
14-			
15-			

Adjustment Code (ADJC) provides the user with a list of codes, which defines the reasons for adjustments. These codes are used on Inventory Adjustment (IA) transactions.

Adjustment codes are maintained by the user.

The default adjustment code used by the inventory freeze program must have an entry in this table.

Inventory (3 Of 3) (INV3)

INV3 Table Example

ACTION: R SCREEN: INV3 USERID: AFNS			
I N V E N T O R Y (3 O F 3)			
WAREHOUSE= WHSE		STOCK ITEM= 06000	
LONG DESCRIPTION: AUTOMOTIVE MAINTENANCE ITEMS			
PRIMARY BIN: 00001		BIN 1:	BIN 2:
DESCRIPTION: AUTOMOTIVE MAINTENANCE ITEMS		ISSUE UNIT: EA	
VENDOR:		PURCHASE UNIT: EA	
ABC CLASS: ABC02		SMALLER UNIT: P	
STOCK GROUP:		MULTIPLIER: 1	
OBJECT: 4008		REVENUE SOURCE:	BS ACCOUNT: 5000
COST METHOD: A		MAXIMUM ISSUE: 99,999.999	
PRICE METHOD: C		MINIMUM ISSUE: 0.000	
% SURCHARGE: 120		QUANTITY PER ISSUE: 1.000	
MAXIMUM SURCHARGE: 0.000000		PARENT ITEM IND: N	
FIXED SURCHARGE: 0.000000			
STANDARD PRICE: 0.000000			

Inventory Inquiry (3 of 3) (INV3) is used to maintain non-system generated information about stock item.

Provides accounting codes, pricing options, and description about stock item records.

Changes/modifications are controlled by the user.

Establishes the key words to be used by the alternate view tables.

Return Code (RETC)

RETC Table Example

```
ACTION: S SCREEN: RETC USERID: AFNS

                                R E T U R N   C O D E

CODE      DESCRIPTION
=====  -----
01- DAMAGE  DAMAGED ITEM
02- EXCESS  EXCESS AMOUNT
03- NOT     ITEM NOT NEEDED
04- WRONG   WRONG ITEM ORDERED
05-
06-
07-
08-
09-
10-
11-
12-
13-
14-
15-
```

Return Code (RETC) provides the user with a list of reasons why stock items are returned to inventory. Every item returned **must** have a return code.

Changes and/or modifications are maintained by the user.

Warehouse Management (WHS2)

WHS2 Table Example

```
ACTION: R SCREEN: WHS2 USERID: AFNS

      W A R E H O U S E   M A N A G E M E N T

      WAREHOUSE= WHSE

      DESCRIPTION: CENTRAL WAREHOUSE
      LOCATION: CENTRAL RECEIVING

      INVENTORY FUND: 1234  AGCY: AGC      ORG/SUB-ORG: 1234  APPR UNIT:
      ACTIVITY:          FUNC:          COGS EXP ACCT: 0900  REPT CAT:

      PARENT WAREHOUSE:                                RETURN FLAG: F
      % RETURN CHARGE: 0                                FIXED RETURN CHARGE: 0.50
      CONSUMPTION METHOD: Y                              NUMBER OF ALTERNATE ORDERS: 10
      PICK LIST JOB: PISUBMIT                          PICK LIST PRINTER: PRINTER ID

      DEFAULT OBJECT: 0900                              BACKORDERS ALLOWED: Y
      DEFAULT REVENUE SRCE: 6420                        SR RETENTION: 10
      DEFAULT BS ACCOUNT: 5000                          OC RETENTION: 10
      TRANSFER REORDER: N                               TR RETENTION: 10
```

Warehouse Management (WHS2) consists of related information for each warehouse.

Provides description, accounting, and document retention information.

Changes/modifications are controlled by the user.

Keyword by Stock Item Inquiry (KYWD)

KYWD Table Example

ACTION: S SCREEN: KYWD USERID: AFNS

KEYWORD BY STOCK ITEM INQUIRY

WHSE	STOCK ITEM	KEYWORD	DESCRIPTION
01-	WHSE 285956OUTLETG	ADAPTER	ADAPTER, 6 OUTLET, GROUNDED
02-	WHSE 71510CAREER	ADRS BROCHURE	BROCHURE, CAREER OPPORTUNITIES
03-	WHSE 71510FACTSHT	ADRS FACT SHEET	ADRS FACT SHEET, 1996
04-	WHSE 48532058738	AIR	AIR FRESHNER, AEROSOL, 16 OZ.
05-	WHSE 27007062037	ALCOHOL	ALCOHOL, 70% ISOPROPYL, 16 OZ.
06-	WHSE 71510ANNREPT	ANNUAL	ANNUAL REPORT, ADRS, 1997
07-	WHSE 47527057494	APPLICATORS	APPLICATORS, COTTON, 6"
08-	WHSE 47595057517	AUTOLET	AUTOLET II, DISK, LANCETS
09-	WHSE 61551031080	BADGES	BADGES, NAME, 2 5/16 X 3 3/8
10-	WHSE 36580ADVBAG	BAGS	BAGS, VACUUM, ADVANCE 1200
11-	WHSE 47527057498	BALLS	BALLS, COTTON, NON-STERILE
12-	WHSE 47509057512	BANDAGE	BANDAGE, SPONGE GAUZE, 4 X 4
13-	WHSE 47509057526	BANDAGE	BANDAGE, ELASTIC, 3" X 180"
14-	WHSE 47509077376	BANDAGE	BANDAGE, CONFORMING, 1" X 180"
15-	WHSE 47509077378	BANDAGE	BANDAGE, CONFORMING, 3" X 180"

Keyword by Stock Item Inquiry (KYWD) is an alternative view of Inventory by Keyword (INKY). It allows the user to view inventory data by warehouse, stock item, and keyword.

SECTION FOUR: ON-LINE WALK THROUGH SESSIONS

INITIALIZING INVENTORY CONTROL SUBSYSTEM AT YOUR LOCATION

◆ PURPOSE

To create the tables required to initialize the installation/use of the Inventory Control Subsystem.

◆ ILLUSTRATES

Getting into the tables initially, adding records to the tables, scanning the table entries and moving from one table to another.

SIGNING ON TO AFNS

STATE OF ALABAMA - FINANCE - INFORMATION SERVICES DIVISION
YOUR LTERM: TCP02168. YOUR IP ADDRESS: 10.133.58.18
***** WARNING *****

This system may contain Government information, which is restricted to authorized users ONLY. Unauthorized access, use, or modification of this computer system or of the data contained herein or in transit to/from this system may subject the individual to Criminal and Civil penalties. This system and equipment are subject to monitoring to ensure proper performance of applicable security features or procedures. Such monitoring may result in the acquisition, recording, and analysis of all data being communicated, transmitted, processed, or stored in this system by a user. If monitoring reveals possible evidence of criminal activity, such evidence may be provided to Law Enforcement Personnel. ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING.

Enter Logon:

d2xcics

Type in 'd2xcics'.

Press 'ENTER'

Sign-On Screen

```
                SIGN-ON FOR CICS RELEASE 6.6.0                APPLID: D2XCICS
PRODUCTION CICS 4.1
-----
A valid Mainframe Userid and Password is required to access this CICS system.
If you do not have this information, contact your Security Coordinator or RACF
Administrator.  For additional help, please call (334) 242-2222.  To exit this
screen, press F3 or CLEAR.
-----
Type your Userid and Password, then press ENTER:

    Userid . . . .
    Password . . .

    New Password . . .                (Only for Password change)

F3/CLEAR: Exit
```

Type in your RACF USER ID and password.

Press **'ENTER'**

Getting into AFNS

```
f?tc abcp
```

Type in "f?tc" (where "?" is your agency's AFNS application identifier) once in CICS. **ABCP** is the name of the table that you want to inquire on.

Press **ENTER**.

Entering the table ID after 'f?tc' informs the system to go directly to the table specified.

Scanning ABC Classification Parameter (ABCP)

ACTION: R SCREEN: ABCP USERID: **afns**

A B C C L A S S I F I C A T I O N P A R A M E T E R

01-

AGENCY= **AGC**
DESCRIPTION:
NUMBER OF MONTHS:
ORDER QTY METHOD:
EOQ ORDER COST:

ABC CLASSIFICATION=
FORECAST METHOD:
SAFETY STOCK FACTOR:
LEAD TIME ADJUSTMENT:
EOQ CARRY %:

02-

AGENCY=
DESCRIPTION:
NUMBER OF MONTHS:
ORDER QTY METHOD:
EOQ ORDER COST:

ABC CLASSIFICATION=
FORECAST METHOD:
SAFETY STOCK FACTOR:
LEAD TIME ADJUSTMENT:
EOQ CARRY %:

Type in your USERID.

Enter your agency code in the AGENCY field to scan for the ABC classification for your agency.

Press **ENTER**.

ABC Classification Parameter (ABCP)

ABCP Table Example

```
ACTION: R SCREEN: ABCP USERID: AFNS

      A B C   C L A S S I F I C A T I O N   P A R A M E T E R

01-
      AGENCY= AGC
      DESCRIPTION: GENERAL ABC CLASS
      NUMBER OF MONTHS: 0
      ORDER QTY METHOD: 0
      EQ ORDER COST:          0.00
      ABC CLASSIFICATION= GEN
      FORECAST METHOD: M
      SAFETY STOCK FACTOR: 005
      LEAD TIME ADJUSTMENT: 30
      EQ CARRY %: 0

02-
      AGENCY=
      DESCRIPTION:
      NUMBER OF MONTHS:
      ORDER QTY METHOD:
      EQ ORDER COST:
      ABC CLASSIFICATION=
      FORECAST METHOD:
      SAFETY STOCK FACTOR:
      LEAD TIME ADJUSTMENT:
      EQ CARRY %:

02-*L008 END OF FILE
```

The following is a description of the fields in the ABCP table:

Agency	Required - 3 digits The agency responsible for the stock
ABC Classification	Required - 5 digits The user defined code for the classification.
Description	Required - 20 digits A description of the ABC Classification.
Forecast Method	Required - 1 digit. Default is Seasonal. "S" for Seasonal "N" for Nonseasonal/Regular "M" for Manual Setting
Num Months	Required - 2 digits The number of months used for calculating the forecast.
Safety Stock	Required - 3 digits The level of stock available when an order should be placed to avoid stock outs.

ABC Classification Parameter (ABCP) continued

Order Qty Method	Required - 1 digit. Defaults to EOQ. "E" for EOQ (Economic Order Quantity) "O" for Order Up To "M" for Manual
EOQ Order Cost	Required only if EOQ is used. 14 digits. Defaults to 0.00. The cost of placing an order for this item.
EOQ Carry %	Required only if EOQ is used. 3 digits. The percentage carrying cost for this item.
Lead Time	Optional - 3 digits The default is 0. The number of days to be added to purchasing lead-time. Used to compute reorder levels and amounts.

Note: The records in the ABCP table will be loaded during the planning stage of the Inventory Control Subsystem. This table is used to divide the stock items into categories such as expensive items in one category and inexpensive in another. It normally would not need modifying.

Getting a New Table

ABCP Table Example

ACTION: **n** SCREEN: **adjc** USERID: AFNS

A B C C L A S S I F I C A T I O N P A R A M E T E R

01-

AGENCY=	AGC	ABC CLASSIFICATION=	GEN
DESCRIPTION:	GENERAL ABC CLASS	FORECAST METHOD:	M
NUMBER OF MONTHS:	0	SAFETY STOCK FACTOR:	005
ORDER QTY METHOD:	O	LEAD TIME ADJUSTMENT:	30
EOQ ORDER COST:	0.00	EOQ CARRY %:	0

02-

AGENCY=		ABC CLASSIFICATION=	
DESCRIPTION:		FORECAST METHOD:	
NUMBER OF MONTHS:		SAFETY STOCK FACTOR:	
ORDER QTY METHOD:		LEAD TIME ADJUSTMENT:	
EOQ ORDER COST:		EOQ CARRY %:	

02-*L008 END OF FILE

To move to the Adjustment Code table, type an **"n"** in the ACTION and **"adjc"** in SCREEN.

Press **ENTER**.

Adjustment Code (ADJC)

ACTION: S SCREEN: ADJC USERID: AFNS

A D J U S T M E N T C O D E

CODE	DESCRIPTION	OBJECT
=====	-----	-----
01-		
02-		
03-		
04-		
05-		
06-		
07-		
08-		
09-		
10-		
11-		
12-		
13-		
14-		
15-		

After pressing enter on the previous page, this screen will appear.

To view the adjustment codes that have already been established, press **"ENTER"**.

Adjustment Code (ADJC)

ADJC Table Example

ACTION: S SCREEN: ADJC USERID: AFNS

```
                A D J U S T M E N T   C O D E

CODE      DESCRIPTION                      OBJECT
=====  -
01- ADJUST  INVN ADJUSTMENT                1800
02- BEGBAL  BEGINNING BAL INVN INITIATION    1800
03- PHYINV  INVENTORY ADJUSTMENT           1800
04- PURCHS  INVENTORY PURCHASES            1800
05- RETURN  RETURN OF UNUSED GOODS TO INVN  1800
06- STOCK1  NON PC/RC ADDITION TO INVN      1800
07- UPDATE  PRODUCTION CONTROL UPDATES     1800
08-
09-
10-
11-
12-
13-
14-
15-
08-*L008 END OF FILE
```

This is the resulting screen.

The following is a description of the Adjustment Code Table.

Adjustment Code	Required - up to 6 digits. User defined codes for adjusting inventory.
Description	Required - up to 30 digits. The description of the adjustment code.
Object	Required - 4 digits. The object code to which accounting entries will be written. This code must be valid on Object (OBJ2) table.

Note: The records in the ADJC table will be loaded during the planning stage of the Inventory Control System. This table normally would not need modification.

Turn the page to view another table.

Getting a New Table

ADJC Table Example

ACTION: **n** SCREEN: **retc** USERID: AFNS

```

                A D J U S T M E N T   C O D E
CODE      DESCRIPTION                      OBJECT
=====  -----
01- ADJUST  INVN ADJUSTMENT                1800
02- BEGBAL  BEGINNING BAL INVN INITIATION  1800
03- PHYINV  INVENTORY ADJUSTMENT          1800
04- PURCHS  INVENTORY PURCHASES           1800
05- RETURN  RETURN OF UNUSED GOODS TO INVN 1800
06- STOCK   NON PC/RC ADDITION TO INVN     1800
07- UPDATE  PRODUCTION CONTROL UPDATES      1800
08-
09-
10-
11-
12-
13-
14-
15-
08-*L008 END OF FILE
```

To move to the next table, type an **"n"** in the ACTION and **"retc"** in SCREEN.

Press **ENTER**.

Scanning the Return Code Table

ACTION: S SCREEN: RETC USERID: AFNS

R E T U R N C O D E

CODE	DESCRIPTION
=====	-----
01-	
02-	
03-	
04-	
05-	
06-	
07-	
08-	
09-	
10-	
11-	
12-	
13-	
14-	
15-	

Press **ENTER** to view the return codes.

The Return Code Table (RETC)

RETC Table Example

```
ACTION: S SCREEN: RETC USERID: AFNS

                R E T U R N   C O D E

CODE   DESCRIPTION
=====
01- DAMAGE   DAMAGED ITEM
02- EXCESS   EXCESS AMOUNT ISSUED
03- WRONG    WRONG ITEM ISSUED
04-
05-
06-
07-
08-
09-
10-
11-
12-
13-
14-
15-
04-*L008 END OF FILE
```

This is the resulting screen.

The following is a description of Return Code (RETC).

Return Code	Required - up to 6 digits. The user defined code for returning goods.
Description	Required - up to 30 digits. The description of the return code.

Note: The records in the RETC table will be loaded during the planning stage of the Inventory Control System. This table normally would not need modification.

Getting a New Table

RETC Table Example

```
ACTION: n SCREEN: buyt USERID: AFNS

                                R E T U R N   C O D E

CODE      DESCRIPTION
=====  -----
01- DAMAGE  DAMAGED ITEM
02- EXCESS  EXCESS AMOUNT ISSUED
03- WRONG   WRONG ITEM ISSUED
04-
05-
06-
07-
08-
09-
10-
11-
12-
13-
14-
15-
04-*L008 END OF FILE
```

Put an "n" in the ACTION and "buyt" in SCREEN to get to the Buyer Table.

Press **ENTER**.

Buyer Table (BUYT)

ACTION: S SCREEN: BUYT USERID: AFNS

B U Y E R

BUYER CODE	NAME	PHONE NUMBER	AGENCY
=====	-----	-----	-----
01-			
02-			
03-			
04-			
05-			
06-			
07-			
08-			
09-			
10-			
11-			
12-			
13-			
14-			
15-			

Press **ENTER** to view the Buyer's Table.

The Buyer Table

BUYT Table Example

```
ACTION: n SCREEN: whs2 USERID: AFNS

                                B U Y E R

BUYER CODE  NAME                                PHONE NUMBER  AGENCY
=====  -----
01- ST      STATE OF ALABAMA
02-
03-
04-
05-
06-
07-
08-
09-
10-
11-
12-
13-
14-
15-
02-*L008 END OF FILE
```

This is the buyer for all commodities. Purchases are made through State Purchasing for goods, therefore the State of Alabama is considered the only buyer for AFNS.

Note: The record in the BUYT table will be loaded during the planning stage of the Inventory Control System. This table normally would not need modification.

Put an "n" in the ACTION and "whs2" in SCREEN to access the Warehouse Management Table.

The Warehouse Management Table (WHS2)

```
ACTION: S SCREEN: WHS2 USERID: AFNS

      W A R E H O U S E   M A N A G E M E N T

      WAREHOUSE=

      DESCRIPTION:
      LOCATION:

      INVENTORY FUND:      AGCY:      ORG/SUB-ORG:      APPR UNIT:
      ACTIVITY:           FUNC:      COGS EXP ACCT:   REPT CAT:

      PARENT WAREHOUSE:      RETURN FLAG:
      % RETURN CHARGE:      FIXED RETURN CHARGE:
      CONSUMPTION METHOD:    NUMBER OF ALTERNATE ORDERS:
      PICK LIST JOB:        PICK LIST PRINTER:

      DEFAULT OBJECT:        BACKORDERS ALLOWED:
      DEFAULT REVENUE SRCE:  SR RETENTION:
      DEFAULT BS ACCOUNT:   OC RETENTION:
      TRANSFER REORDER:     TR RETENTION:
```

This is the resulting screen.

Turn to the next page.

Scanning an Entry on the Warehouse Management Table

```
ACTION: R SCREEN: WHS2 USERID: AFNS

      W A R E H O U S E   M A N A G E M E N T

      WAREHOUSE= WHSE

      DESCRIPTION:
      LOCATION:

      INVENTORY FUND:      AGCY:      ORG/SUB-ORG:      APPR UNIT:
      ACTIVITY:           FUNC:      COGS EXP ACCT:    REPT CAT:

      PARENT WAREHOUSE:      RETURN FLAG:
      % RETURN CHARGE:      FIXED RETURN CHARGE:
      CONSUMPTION METHOD:    NUMBER OF ALTERNATE ORDERS:
      PICK LIST JOB:       PICK LIST PRINTER:

      DEFAULT OBJECT:      BACKORDERS ALLOWED:
      DEFAULT REVENUE SRCE:  SR RETENTION:
      DEFAULT BS ACCOUNT:   OC RETENTION:
      TRANSFER REORDER:    TR RETENTION:
```

This table consists of related information for each warehouse. It contains general information as well as specific operation conditions.

Enter an **"s"** in the ACTION and key the warehouse code in the warehouse field.

Press **ENTER** and turn to the next page.

Note: The Warehouse (WHS2) table will be loaded during the planning stage of the Inventory Control System. This table normally would not need modification.

The Warehouse Table (WHS2)

WHS2 Table Example

```
ACTION: R SCREEN: WHS2 USERID: AFNS

      W A R E H O U S E   M A N A G E M E N T

      WAREHOUSE= WHSE

      DESCRIPTION: CENTRAL WAREHOUSE
      LOCATION: CENTAL RECEIVING

      INVENTORY FUND: 1234  AGCY: AGC      ORG/SUB-ORG: 1234  APPR UNIT:
      ACTIVITY:          FUNC:          COGS EXP ACCT: 1800  REPT CAT:

      PARENT WAREHOUSE:                                RETURN FLAG: F
      % RETURN CHARGE:      0                          FIXED RETURN CHARGE:      0.00
      CONSUMPTION METHOD: N                                NUMBER OF ALTERNATE ORDERS: 5
      PICK LIST JOB: PISUBMIT                          PICK LIST PRINTER: U2246

      DEFAULT OBJECT: 0900                                BACKORDERS ALLOWED: Y
      DEFAULT REVENUE SRCE: 1234                          SR RETENTION: 180
      DEFAULT BS ACCOUNT: 1301                          OC RETENTION: 180
      TRANSFER REORDER:                                TR RETENTION: 180
```

This is the resulting screen.

The following page lists a description of the fields on the Warehouse Management Table.

The Warehouse Management Table continued

Warehouse	Required - 4 digits. Enter a unique code. This code will identify a system wide warehouse.
Description	Required - 30 digits. Enter the description of the warehouse.
Location	Required - 20 digits. Enter the location of the warehouse.
Inventory Fund	Required - 4 digits. Enter the code for an inventory fund that is used in requisitions from this warehouse. It must be valid in the Fund (FUN2) table.
Agency	Required - 3 digits. Enter the agency under which the warehouse operates.
Org/Sub	Optional - 4 digits. Enter the organization and sub-organization responsible for this warehouse.
Appr Unit	This is displayed for AFNS.
Activity	Optional - 4 digits. Enter the code for the activity. It must be valid in Activity Index (ACTV).
Function	Optional - 4 digits. Enter the function code for this warehouse.
COGS EXP Account	Required - 4 digits. Enter the code for which the items are to be charged against when the items are issued. This code must be in Balance Sheet Account Index (BACC).
Reporting Category	Optional - 4 digits. This code represents the warehouse code in the general ledger. It must be valid on the Reporting Category (RPTG) table.
Parent Warehouse	Optional. Enter the code for the parent warehouse.
Return Flag	Default is Percentage [P]. Valid values are: Percentage [P] Fixed [F]

The Warehouse Management Table continued

% Return Charge	Required if Return Flag is "P"; otherwise, leave blank. Enter a number greater than zero. It is the handling fee percentage of the stock item price.
Fixed Return Charge	Required if the Return Flag is "F"; otherwise, leave blank. Enter the amount of the fixed handling fee. 14 digits.
Consumption Method	Optional. Select Y if the purchasing transactions using this warehouse are entered with a balance sheet account instead of an object.
Number of Alternate Orders	Default is 0. Enter a number for the number of orders used to calculate average lead time.
Pick List Job	Required - 8 digits. Enter the code for the pick list job. This code must be in the JCLT table. AFNS Technical Staff will assign this code.
Pick List Printer	Required - 12 digits. Enter the printer ID for this warehouse.
Default Object	Required - 4 digits. Enter an object code for which items are purchased from inventory. The code must be in the Object (OBJT) table.
Backorders Allowed	Default is [N]. This entry indicates whether a warehouse permits backordering of its stock. Enter "Y" for yes or "N" for no.
Default Rev Source	Required - 4 digits. Enter the revenue source code for which items are issued from inventory. This code must be in the Revenue Source (RSRC) table.
SR Retention	Required - 3 digits.
OC Retention	Enter the number of days that the transaction header and line records are stored on-line when their status is closed.
TR Retention	

The Warehouse Management Table continued

Default BS Account	Required - 4 digits. Enter the balance sheet account for items stored in inventory. This account must be in the Balance Sheet Account Index (BACC).
Transfer Reorder	Default is N. Select Y to include transfer quantities on Inventory Inquiry (INV2) for the warehouse issuing the items. This value causes the system to include transferred items when calculating reorder quantities. Leave as N if you want the system to ignore transferred items when calculating reorder quantities.

Getting a New Table

ACTION: **n** SCREEN: **comm** USERID: AFNS

W A R E H O U S E M A N A G E M E N T

WAREHOUSE= WHSE

DESCRIPTION: CENTRAL WAREHOUSE
LOCATION: CENTAL RECEIVING

INVENTORY FUND: 1234 AGCY: AGC ORG/SUB-ORG: 1234 APPR UNIT:
ACTIVITY: FUNC: COGS EXP ACCT: 1800 REPT CAT:

PARENT WAREHOUSE: RETURN FLAG: F
% RETURN CHARGE: 0 FIXED RETURN CHARGE: 0.00
CONSUMPTION METHOD: N NUMBER OF ALTERNATE ORDERS: 5
PICK LIST JOB: PISUBMIT PICK LIST PRINTER: U2246

DEFAULT OBJECT: 0900 BACKORDERS ALLOWED: Y
DEFAULT REVENUE SRCE: 1234 SR RETENTION: 180
DEFAULT BS ACCOUNT: 1301 OC RETENTION: 180
TRANSFER REORDER: TR RETENTION: 180

Put an **"n"** in the ACTION and **"comm"** in SCREEN. This will take you to the Commodity Table (COMM).

The Commodity Table (COMM)

ACTION: **n** SCREEN: **comt** USERID: AFNS

COMMODITY INDEX

COMMODITY	DESCRIPTION
=====	-----
01-	
02-	
03-	
04-	
05-	
06-	
07-	
08-	
09-	
10-	
11-	
12-	
13-	
14-	
15-	

COMM, Commodity Index, is an index table that lists all the valid commodity codes for the Inventory Subsystem.

To add a commodity code you must go to COMT. First type an **"n"** in the ACTION and **"comt"** in SCREEN.

Press **ENTER**.

Commodity (COMT)

COMT Table Example

```
ACTION: a SCREEN: COMT USERID: AFNS

                C O M M O D I T Y

COMMODITY CODE= 61529030225

DESCRIPTION: fluid, correction, canary, ½ oz
COMMENT:

CLASS:                SUB-CLASS:                GROUP:
OBJECT:                BUYER: st                INVENTORY IND: y
EXPEDITOR:            SCHEDULED LET:            STANDARD SPECS:
STANDARD UNIT:        FIXED ASSET FLAG:        3 WAY MATCH FLAG:
                                TAX CODE:

YTD PURCHASES:

APPROVAL GROUPS-->  1:                2:                3:                4:                5:
                   6:                7:                8:                9:                10:

COMMODITY APPROVAL AMT:                PA IND:                MSDS IND:
UNIT COST FLAG:                LAST UNIT COST:
```

Put an **"a"** in the ACTION and key in the highlighted information - using your agency's information. After all entries have been keyed, press **ENTER**.

The following page lists the descriptions of the fields on the Commodity table.

The Commodity Table (COMT)

Commodity Code* Required. Up to 14 digits. Enter a unique value for the item or service you want to add, change, or delete. The commodity code is divided into the commodity class (3-digits), the commodity subclass (2-digits) and the item number (6-digits). The first two parts (class and subclass) are defined by State Purchasing. The last part is unique to the agency and may be assigned locally. The commodity code 61529030229 is broken down into:

Class	Subclass	Item Number
615	29	030229

The class (615) is Office Supplies, General. The subclass (29) is Correction Fluid, Sheets and Tape. The item number (030229) is Correction Fluid, Typewriter Canary. The class and subclass are identified in SNAP under the Commodity (COMM) table.

*If agency will order inventory supplies through State Purchasing (SNAP), the agency has two options:

Option #1: Agency needs to only have commodity codes up to eleven digits (as SNAP only sends up to eleven digits).

Option #2: Agency can have more than eleven digits on commodity codes; then change the rejecting PC transaction (sent from SNAP - with only up to eleven digits) in AFNS to have the full number of digits (more than eleven).

Description Required - up to 60 digits. Enter the description of the commodity.

Comment Optional - up to 60 digits. If necessary, enter a comment about the commodity.

Buyer Required - 2 digits. Enter two characters to identify the buyer. For The State of Alabama, ST is the only valid buyer. This code is valid in the Buyer (BUYT) table.

Inventory Ind Default is N. Select Y to indicate that this commodity is kept in warehouse inventory.

Note: All other fields are not used by the Inventory Control Subsystem. Some will default to "N".

Commodity (COMT)

COMT Table Example

```
ACTION: n SCREEN: inv3 USERID: AFNS

                C O M M O D I T Y

COMMODITY CODE= 61529030225

DESCRIPTION: FLUID, CORRECTION, CANARY, ½ OZ
COMMENT:

CLASS:          SUB-CLASS:          GROUP:
OBJECT:         BUYER: ST           INVENTORY IND: Y
EXPEDITOR:     SCHEDULED LET:       STANDARD SPECS: N
STANDARD UNIT: FIXED ASSET FLAG: N  3 WAY MATCH FLAG:
                                           TAX CODE:

YTD PURCHASES:          0.00

APPROVAL GROUPS-->  1:          2:          3:          4:          5:
                   6:          7:          8:          9:          10:

COMMODITY APPROVAL AMT:          PA IND:          MSDS IND: N
UNIT COST FLAG: N              LAST UNIT COST:          0.000000

01-*L030 ALL LINES ADDED
```

The commodity was correctly added. Note the fields inferred by the system. The Last Unit Cost and YTD Purchases fields will always show zero. These fields do not apply to the Inventory Control Subsystem.

Put an "n" in the ACTION and "inv3" in SCREEN to go to the Inventory (3 Of 3) (INV3).

Inventory (3 Of 3) (INV3)

```
ACTION: S SCREEN: INV3 USERID: AFNS

                I N V E N T O R Y   ( 3   O F   3 )

      WAREHOUSE=                STOCK ITEM=

LONG DESCRIPTION:
PRIMARY BIN:          BIN 1:          BIN 2:          ISSUE UNIT:
DESCRIPTION:         PURCHASE UNIT:
VENDOR:              SMALLER UNIT:
ABC CLASS:           MULTIPLIER:
STOCK GROUP:         ACTIVATION IND:
                     DELETION IND:
OBJECT:              REVENUE SOURCE:   BS ACCOUNT:

COST METHOD:
PRICE METHOD:         MAXIMUM ISSUE:
% SURCHARGE:         MINIMUM ISSUE:
MAXIMUM SURCHARGE:   QUANTITY PER ISSUE:
FIXED SURCHARGE:     PARENT ITEM IND:
STANDARD PRICE:
```

This screen will appear.

To initialize an individual inventory record for each stock item, many of the table entries will be based on codes from previously constructed tables.

Inventory (3 Of 3) (INV3)

INV3 Table Example

```
ACTION: a SCREEN: INV3 USERID: AFNS

                I N V E N T O R Y   ( 3   O F   3 )

    WAREHOUSE= WHSE                STOCK ITEM= 61529030225

LONG DESCRIPTION: fluid, correction, canary, ½ oz
PRIMARY BIN: 2c1   BIN 1:           BIN 2:           ISSUE UNIT: each
DESCRIPTION: fluid, corr, canary, ½ oz       PURCHASE UNIT: doz
VENDOR:                                           SMALLER UNIT: i
ABC CLASS: gen                                   MULTIPLIER: 12
STOCK GROUP:                                       ACTIVATION IND:
                                                    DELETION IND:
OBJECT: 0900           REVENUE SOURCE:           BS ACCOUNT:

COST METHOD: a
PRICE METHOD: p
% SURCHARGE: 10
MAXIMUM SURCHARGE:
FIXED SURCHARGE:
STANDARD PRICE:

MAXIMUM ISSUE:
MINIMUM ISSUE:
QUANTITY PER ISSUE:
PARENT ITEM IND:
```

Put an **"a"** in the ACTION and key in the highlighted information - using your agency's information. After all entries have been keyed, press **ENTER**.

The following page lists the descriptions of the fields on the Inventory table.

Inventory (3 Of 3) (INV3)

Warehouse	Required - 4 digits. Enter the warehouse in which the stock item is stored. This code must be valid in the Warehouse Management Index (WHSE) table.
Stock Item*	Required - up to 17 digits. Enter the code identifying the stock item. *If agency will order inventory supplies through State Purchasing (SNAP), the agency has two options: <u>Option #1:</u> Agency needs to only have commodity codes up to eleven digits (as SNAP only sends up to eleven digits). <u>Option #2:</u> Agency can have more than eleven digits on commodity codes; then change the rejecting PC transaction (sent from SNAP - with only up to eleven digits) in AFNS to have the full number of digits (more than eleven).
Description	Required - up to 30 digits. Enter up to 30 characters of text describing stock item.
Vendor	Optional - 11 digits. Enter the suggested vendor for warehouse purchases of this stock item.
Long Descrip	Optional - up to 60 digits. Enter the text describing the stock item.
Primary Bin	Required - up to 5 digits. Enter the location of the stock item in the warehouse.
Bin 1	Optional - up to 5 digits. Enter an alternative location for the stock item or additional comments referring to the primary bin.
Bin 2	Optional - up to 5 digits. Enter an alternative location for the stock item or additional comments referring to the primary bin.
Issue Unit	Required - up to 4 digits. Enter the unit of measure used for inventory and issue. This code must be valid on Unit of Measure (UNIT).
Purchase Unit	Required - up to 4 digits. Enter the unit of measure for purchasing the stock item. This code must be valid on Unit of Measure (UNIT).

Inventory (3 Of 3) (INV3) Continued

Multiplier Required - up to 5 digits. Enter the multiplying factor by which one unit of measure is greater than the other. Defaults to one (1).
 Example: If the item is purchased by the dozen and issued as each the multiplier is 12.

Smaller Unit Required - 1 digit. Select the smaller unit of measure, Issue [I] or Purchasing [P].

Parent Item Ind Default is N. Select Y to indicate that the stock item is a parent item.

ABC Class Required - up to 5 digits. Enter the classification of the stock item for inventory management.

Activation Ind Default is Y. Select Y to indicate that stock item is active. If N, can't receive or issue item.

Stock Group Optional. Enter the item group to which this stock item is defined. It is used in the physical inventory freeze process to specify groups of stock items to freeze.

Deletion Ind Default is N. Select Y if future deletion is desired.

Object Display only. The object code for stock items purchased for warehouse inventory is inferred from Warehouse Management (WHS2)

Revenue Srce Display only. The revenue source for stock items issued is inferred from Warehouse Management (WHS2).

BS Account Display only. The balance sheet account for stock items on hand is inferred from Warehouse Management (WHS2).

Costing Method Required. Enter A for average costing.

Inventory (3 Of 3) (INV3) Continued

Price Method	Default is Standard Price with No Surcharge [S] Valid Values are: Standard Price with No Surcharge [S] Percent Surcharge [P] Percent Price with No Surcharge [C] Fixed Surcharge [F] (use for no surcharge) Same Price as in Parent Warehouse [W]
% Surcharge	Defaults to 0. Required if price method is "P". Enter the percentage multiplied by unit cost to determine issue price.
Maximum Surcharge	Defaults to 0. Optional if price method is "P", surcharge otherwise leave this field blank. This field defines the dollar limit of percent surcharge, applied per unit, up to 3 decimal places.
Maximum Issue	Defaults to 0. Enter the largest order quantity of the stock item issued. If you leave the entry at 0, then a quantity of 0 items will be issued. The field accepts a maximum value of 9,999,999,999.
Fixed Surcharge	Defaults to 0.000. Required when the price method is fixed surcharge [F]. Enter the fixed amount added to each unit cost when issued, up to three decimal places.
Minimum Issue	Defaults to 0. Enter the smallest order quantity of the stock item issued.
Std Price	Defaults to 0.000. Required when the price method is standard price no surcharge [S]. Enter the item price upon issue of this stock item, up to three decimal places.
Quantity Per Issue	Defaults to 0.000. Enter the number of units being issued, up to three decimal places.

Inventory (3 Of 3) (INV3)

INV3 Table Example

```
ACTION: e SCREEN: INV3 USERID: AFNS

                I N V E N T O R Y   ( 3   O F   3 )

      WAREHOUSE= WHSE                STOCK ITEM= 61529030225

LONG DESCRIPTION: FLUID, CORRECTION, CANARY, ½ OZ
PRIMARY BIN: 2C1   BIN 1:           BIN 2:           ISSUE UNIT: EACH
DESCRIPTION: FLUID, CORR, CANARY, ½ OZ           PURCHASE UNIT: DOZ
VENDOR:                                           SMALLER UNIT: I
ABC CLASS: GEN                                   MULTIPLIER: 12
STOCK GROUP:                                     ACTIVATION IND:
                                                DELETION IND:
OBJECT: 0900           REVENUE SOURCE: SUPP       BS ACCOUNT: 1301

COST METHOD: A
PRICE METHOD: P
% SURCHARGE: 10
MAXIMUM SURCHARGE:
FIXED SURCHARGE:
STANDARD PRICE:

MAXIMUM ISSUE:
MINIMUM ISSUE:
QUANTITY PER ISSUE:
PARENT ITEM IND:

01-*L030 ALL LINES ADDED
```

The table has been successfully added.

To exit from this table, type "e" in the ACTION field.

Press **ENTER**.

Blank Screen

off

Type in **"off"**.

Press **ENTER**.

Initial Sign-On Screen

STATE OF ALABAMA - FINANCE - INFORMATION SERVICES DIVISION

YOUR LTERM: TCP02168. YOUR IP ADDRESS: 10.133.58.18

***** WARNING *****

This system may contain Government information, which is restricted to authorized users ONLY. Unauthorized access, use, or modification of this computer system or of the data contained herein or in transit to/from this system may subject the individual to Criminal and Civil penalties. This system and equipment are subject to monitoring to ensure proper performance of applicable security features or procedures. Such monitoring may result in the acquisition, recording, and analysis of all data being communicated, transmitted, processed, or stored in this system by a user. If monitoring reveals possible evidence of criminal activity, such evidence may be provided to Law Enforcement Personnel. ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING.

Enter Logon: