



Search for a Money Value Gain Loss

Overview

The Warehouse Management module Money Value Gain Loss Inquiry process provides the ability to view the dollar value of gains and losses in warehouses resulting from physical inventories. The returned inquiry is exported into a Money Value Gain Loss Notice PDF for signature and uploaded/stored for a retention period of two years.

Navigation

Inquiries > Money Value Gain Loss Inquiry > Money Value Gain Loss Inquiry page

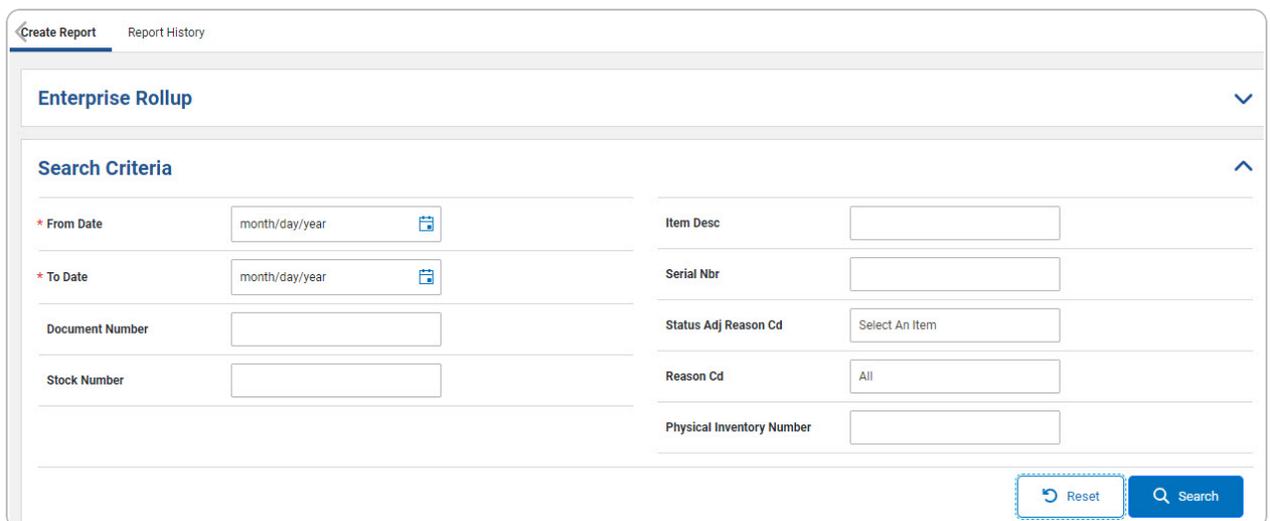
Procedures

Search for a Money Value Gain Loss Inquiry – Create Report

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed.

Selecting  at any point of this procedure returns all fields to the default setting. **Bold** numbered steps are required.

1. In the Search Criteria section, narrow the results by entering one or more of the following fields.

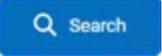


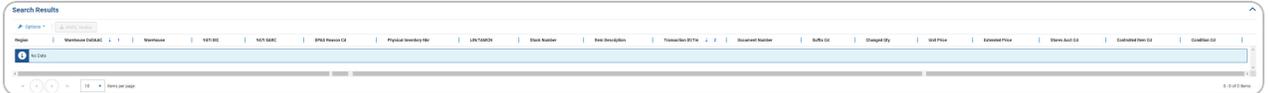
The screenshot shows the 'Create Report' interface with the following fields:

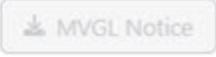
- Enterprise Rollup (dropdown menu)
- Search Criteria (expandable section):
 - * From Date (text input with calendar icon)
 - * To Date (text input with calendar icon)
 - Document Number (text input)
 - Stock Number (text input)
 - Item Desc (text input)
 - Serial Nbr (text input)
 - Status Adj Reason Cd (dropdown menu with 'Select An Item' option)
 - Reason Cd (text input with 'All' option)
 - Physical Inventory Number (text input)
- Buttons: Reset (with circular arrow icon) and Search (with magnifying glass icon)





- A. Use  to select the From Date, or enter the date MM/DD/YYYY in the field provided.
 - B. Use  to select the To Date, or enter the date MM/DD/YYYY in the field provided.
2. Select . Results appear in the Search Results grid.



3. Select . A snapshot of the Money Value Gain Loss data appears in a PDF template for signature.

Search for a Money Value Gain Loss Inquiry — Report History

1. Select the Report History Tab.

2. Enter the File DESC in the field provided. *This is a 2048 alphanumeric character field.*
3. Use  to browse for the Attachment. *The selected attachment appears underneath.*





Help Reference Guide

Upload Report

* File Desc

2041 characters remaining

Attachment

Drop files here...

Test Attachment File.docx 🗑 Clear Upload

✖ Cancel

4. Select 🗑 . Test Attachment File.docx 🗑 appears. Select 🗑 and the file is deleted from the Upload Report.
5. Select Clear . The selected file is cleared from the Upload Report.
6. Select Upload . The selected file is uploaded.
7. In the Search Criteria section, narrow the results by entering one or more of the following fields.

Search Criteria

File Name

File Description

Established Dt / Tm 📅

Reset Search

8. Select Search . Results appear in the Search Results grid.

Search Results

Options ▾
Edit
Delete

	File Name	File Desc	Established Dt/Tm
<input type="checkbox"/>	Another Test Document	Test123	09/03/2024 04:17 PM
<input type="checkbox"/>	Test File.csv	Test123	11/05/2024 10:44 AM
<input type="checkbox"/>	TestDoc1.docx	Test 1234	11/05/2024 10:48 AM

Selected 0/3 ◀ ▶ 10 items per page

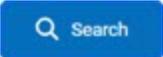




Update a Money Value Gain Loss Inquiry Report History File

Navigation

Inquiries > Money Value Gain Loss Inquiry > Report History tab > Search Criteria panel >

 >  > (desired record) >  > Edit Attachment pop-up window

Procedures

Edit an Attachment

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Click to select the entry. The File Name is highlighted, and  and  become available.
2. Select . The **Edit Attachment** pop-up window appears.





Edit Attachment ✕

Edit Attachment ^

* File Desc	<input type="text" value="Test123"/>	File Name	Another Test Document 2.docx
		Established Dt/Tm	2024-09-03T16:17:02-04:00

2041 characters remaining

✕ Cancel ✓ Update

3. Enter the File Desc in the field provided. *This is a 250 alphanumeric character field.*
4. Select ✓ Update . ✓ File description was updated successfully appears, the pop-up window closes, and the revised File Description appears in the Search Results grid.





Delete a Money Value Gain Loss Inquiry Report History File

Navigation

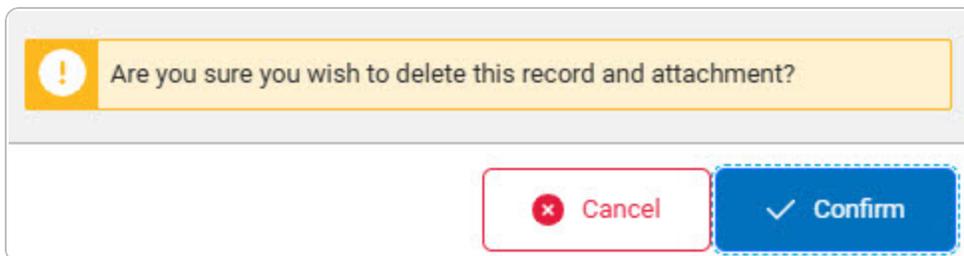
Inquiries > Money Value Gain Loss Inquiry > Report History tab > Search Criteria panel >  >  >  (desired record) >  > Delete Confirmation pop-up window

Procedures

Delete a Money Value Gain Loss Report History File

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Click  to select the entry. The File Name is highlighted, and  and  become available.
2. Select . The **Delete Confirmation** pop-up window appears.



Are you sure you wish to delete this record and attachment?

3. Select . The selected file is removed from the Search Results grid.

