



Zone Overview

Overview

The Warehouse Management Module Zone process enable the user to auto-select storage locations from receipts within a facility. The use of Zones is optional unless you want use the auto-select feature. Zones can be made mandatory when creating Locations within a Facility. Zones are defined as either Stock Zone or Issue Zone.

A facility may or may not have Zones. Zones are intended to provide the capability to sub-divide a facility into smaller units. Zones must be established if the warehouse intends to utilize the Auto-Recommendation Location Store feature.

Navigation

WAREHOUSE MGMT > Zone > Zone page

Procedures

Instructions ▾

4608 2 OSS

Zone
+ Add
⚙ Grid Options ▾

	Zone Id ↑ ▾	Zone Desc ▾	Facility Name ↑ ▾	Stock Zone ▾	Issue Zone ▾	Remarks ▾
✎ Edit ✕ Delete	AFE64	NoZoneDescription	AFE64	Yes	Yes	

⏪ ⏩ 1
50 ▾ items per page
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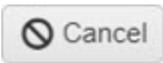
Add a Zone

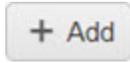
Navigation

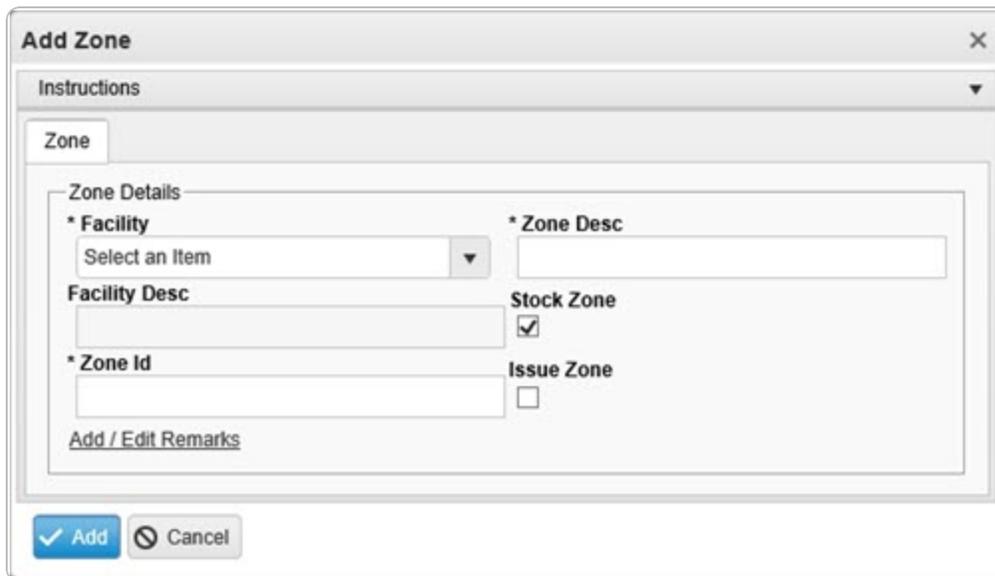
WAREHOUSE MGMT > Zone >  > Add Zone pop-up window

Procedures

Add a Zone

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

1. Select . The **Add Zone** pop-up window appears.



2. Use  to select the Facility.
3. Enter Zone ID in the field provided. *This is 10 alphanumeric character field.*





Help Reference Guide

4. Enter the Zone DESC in the field provided. *This is a 125 alphanumeric character field.*
5. Select . *The new Zone appears in green at the top of the grid.*





Update a Zone

Navigation

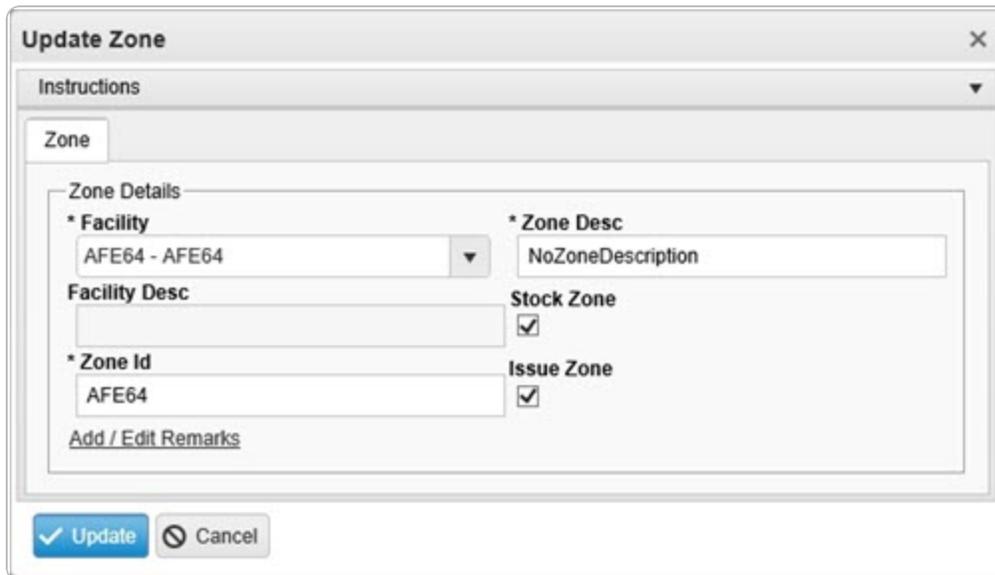
WAREHOUSE MGMT > Zone >  > Update Zone pop-up window

Procedures

Update a Zone

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

1. Select . The **Update Zone** pop-up window appears.



2. Update the Facility, using  to select the desired place.
3. Update the Zone ID, entering the revised description in the field provided. *This is a 10 alphanumeric character field.*





Help Reference Guide

4. Update the Zone DESC, entering the revised description in the field provided. *This is a 125 alphanumeric character field.*
5. Select  . *The revised Zone appears at the top of the grid.*





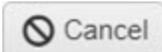
Delete a Zone

Navigation

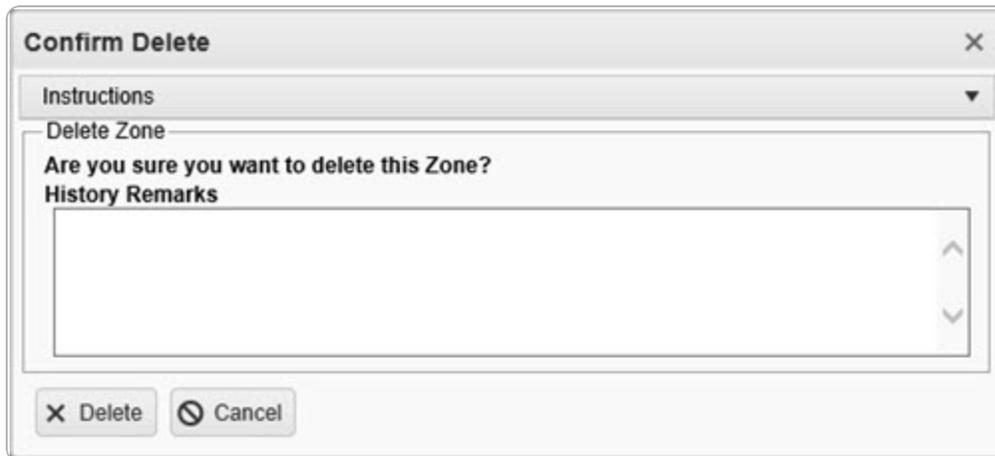
WAREHOUSE MGMT > Zone >  > Confirm Delete (Delete Zone) pop-up window

Procedures

Delete a Zone

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

1. Select . The **Confirm Delete (Delete Zone)** pop-up window appears.



2. Select . The Zone is removed from the grid.

