

# Sage Timberline Enterprise



## Inventory

Effective material management is critical to the success of your organization. **Sage Timberline Enterprise Inventory** provides you with a comprehensive stock control solution for efficient management of everything from item costing and material receiving to location tracking, physical counts, and more.

With Inventory's automated item tracking system, managing an unlimited number of inventory items for multiple locations is a breeze. Streamlined data entry lets you easily record stock receipts, issues, and adjustments. And, if you want to keep a closer eye on real-time status of quantities, costs, item movements and valuations, Inventory's reporting and Workspaces tools give you the visibility you need, whenever you need it.

Now you can consolidate purchasing and the replenishment of inventory items through one information source thanks to tight integration with Purchasing. And because Inventory also interfaces with Job Management, capturing all the details for material management is efficient and accurate.

Get your current staff and new hires up and running quickly on the software using the Inventory Process Map. With this visual interactive representation of the inventory process you can click on any section of the diagram to complete your work.

How else can Sage Timberline Enterprise Inventory help you maintain tighter control over your inventory? Just look at this comprehensive list of features:

### Item tracking

- Track an unlimited number of inventory items, including stock, miscellaneous, and service/labor items for any number of locations.
- Track items by serial or batch number for traceability.
- Track items in a shared database with Purchasing to consolidate purchasing and replenishment of inventory.
- Significantly reduce data entry with a single item database shared among Purchasing, Inventory, Service Management, Accounts Receivable, and Job Management.
- Define different units of measurement per item for purchasing, issuing and stock keeping.
- Handle fractional quantities using up to 5 decimal places.
- Define item classes and sub-classes to group similar materials and allocate costs to departments or cost centers.
- Track the last issue date, last date received, and the last time each item was counted.
- Store maximum, minimum, and reorder quantities by location.
- Store item barcodes for reporting purposes and printing labels.
- Summarize inventory values from multiple locations into one valuation group.
- Track the quantity on hand and the quantity on order for each item—in total and by location.
- Specify by item class whether to use standard, average, LIFO, FIFO or actual.
- Multi-select items by custom search filters (advanced search or multi-select).

### BENEFITS

- Efficient material management customized around your business
- Easy importing and exporting using Microsoft Excel
- Track an unlimited number of inventory items for any number of locations
- Tight integration with Purchasing for consolidating inventory items through one information source

### Entry and processing

- Set up alternate items that can be substituted for another item in an out-of-stock situation.
- Record physical counts by location using an interactive item worksheet.
- Post inventory adjustments and revise unit rates using the revalue feature.
- Easily transfer materials from one location to another.
- Allocate items on reserve to a specific job, and post at a different time.
- Create Issue cost lists for specific jobs providing you with an automated way to price stock issues for jobs.
- Track vendor exchanges and/or repairs through Vendor Exchanges/Repairs.
- Easily write-off missing inventory.
- Import and export items using Microsoft Excel.
- Easily create databases for items and item classes.
- Enter stock receipts to record received materials, discovered inventory, or log items you fabricate using materials on hand.
- Issue materials for jobs, office needs, and other uses and automatically cost the materials appropriately.
- Quickly return items that were not used on a job via return to inventory.

### Reporting

- Include data fields from throughout Sage Timberline Enterprise in customized reports.
- Add customized reports to the reports menu.
- Choose from several pre-designed Inventory reports to calculate and print information at any time (for example, Inventory Valuation, Issue Stock Pick List, Transfer Stock Pick List, Physical Count Sheet).
- Modify the look and content of existing reports or to create entirely new reports.

### Workspaces

- Apply filters to display exactly the information you want to see (for example, display only items of a certain item class).
- Search for specific information using exact match or partial match criteria.
- View stored information on the screen through an interactive inventory inquiry.
- Use Previous and Next buttons to quickly scan through items, locations and transactions.
- Drill down from summary information to supporting detail.
- Perform actions against the shown information; for example, create a receipt for a PO.

### Additional features

- Define security rights by employee or group.
- Integration with Trade Service pricing.
- Enter electronic notes to document additional item information (for example, enter a note explaining why an item is being transferred from one location to another).
- Change field descriptions to match your company's terminology.
- Send standard costs to Job Management while appropriately accounting for average cost in General Ledger.
- Create issues and orders from requisitions.

Inventory is a part of Sage Timberline Enterprise, a tightly integrated business management solution designed to simplify the complex needs of service and specialty contractors.