



GENESIS

How to Guide How to do Stock take on the mobile application

MRJ Consultants

37 Weavind Ave, Eldoraigne, Centurion, 0157

Tel: (012) 654 0300

Mail: helpdesk@mrj.co.za



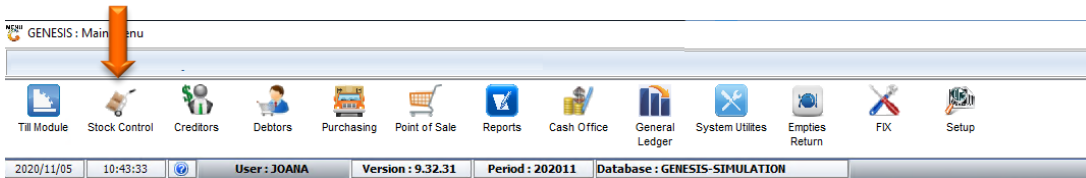
1. **Open Genesis Menu.**



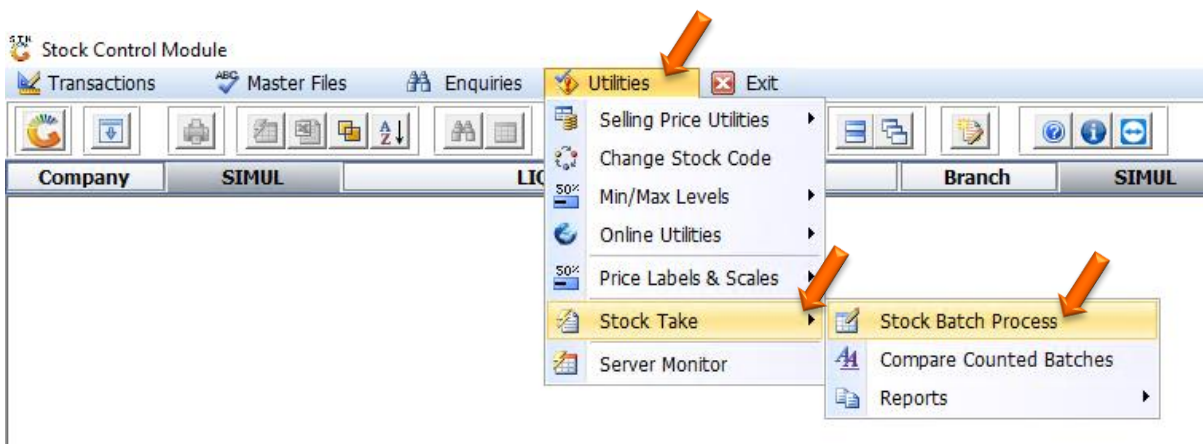
2. Type **User code** and **Password**.

A screenshot of the "GENESIS Main Module" login window. At the top, it says "GENESIS Main Module". Below that is a "Select Company" dropdown menu with "BLUE BOTTLE LIQUOR SIMULATION" selected. To the left is the Genesis logo. To the right are two input fields: "User Code" and "Password". Two orange arrows point to these fields. Below the input fields are "Cancel" and "OK" buttons. At the bottom, there is a status bar with "CMN999", "GENESIS Main Module", and "Version : 10.33.51".

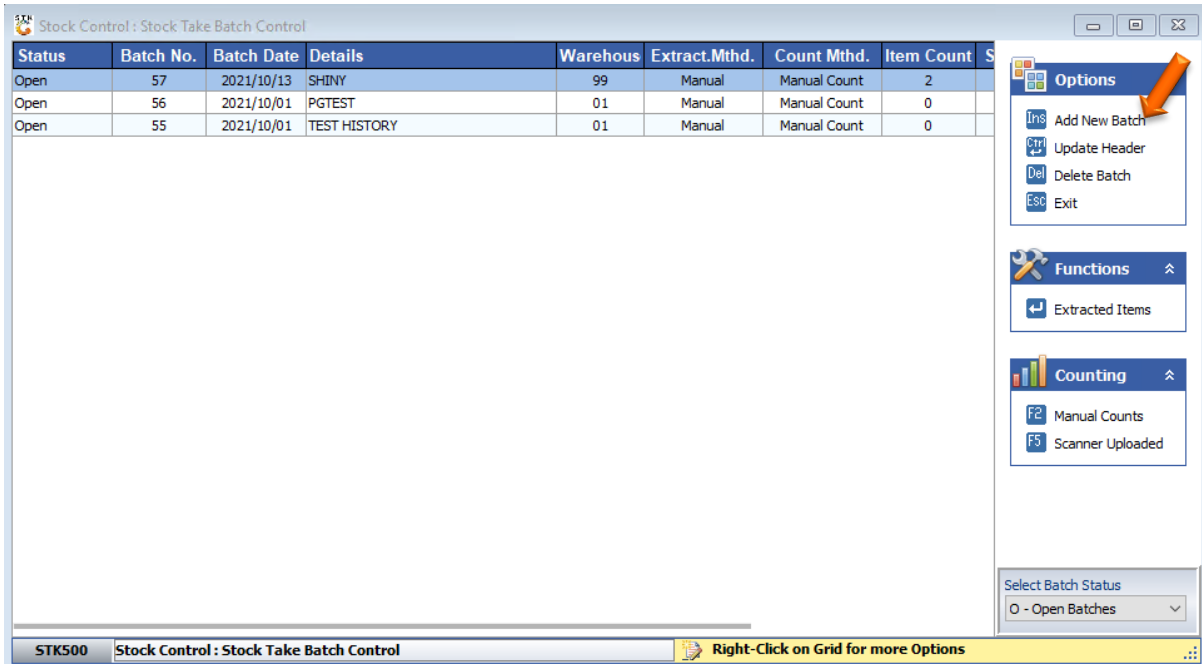
3. Open **Stock-Control** from the Main menu.



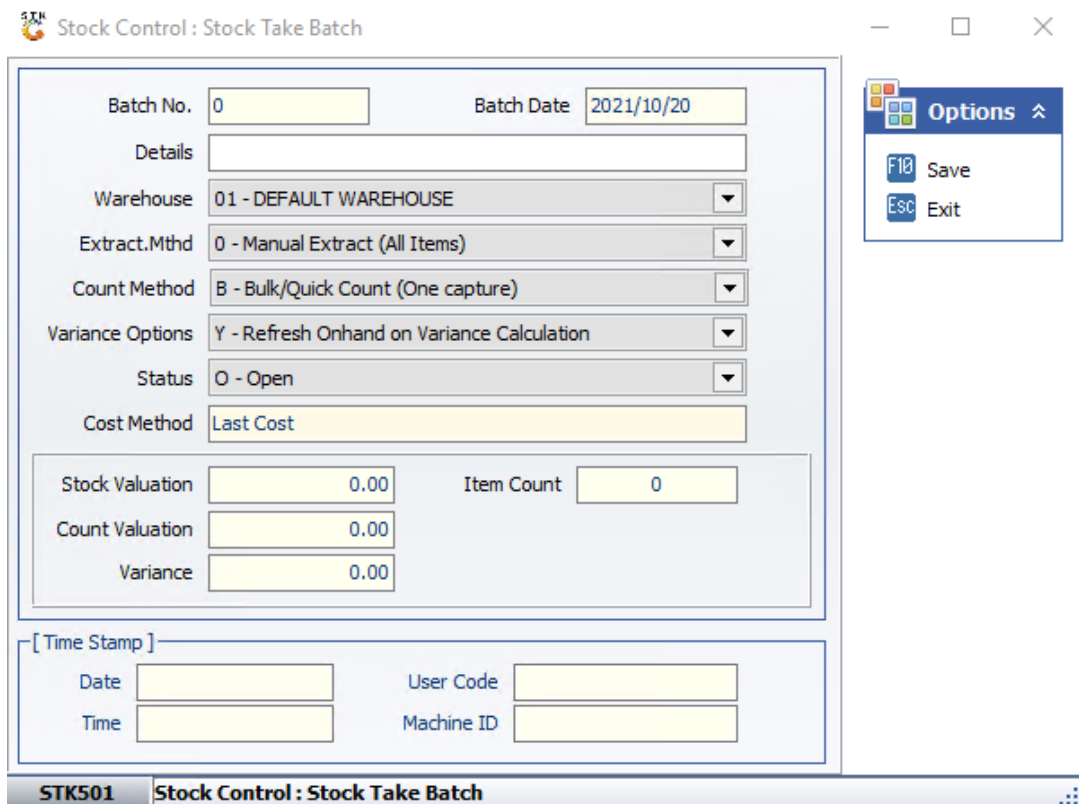
4. Once opened you will be prompted to the below, **Go to Utilities-Stock Take-Stock Batch Process**



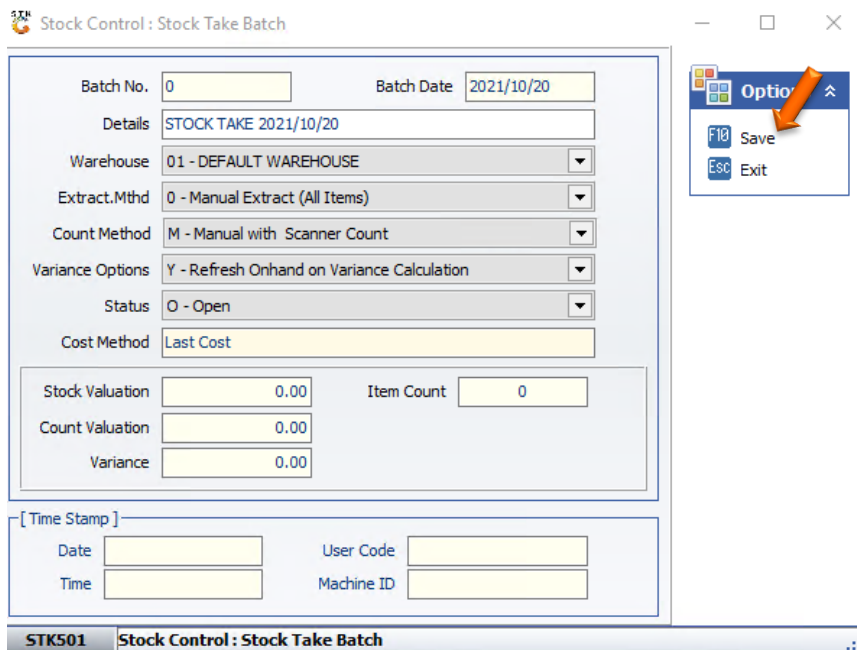
- You will now be prompted to the below image, we have to create a New batch for the stock take. Press Ins on the keyboard or click on Add New Batch



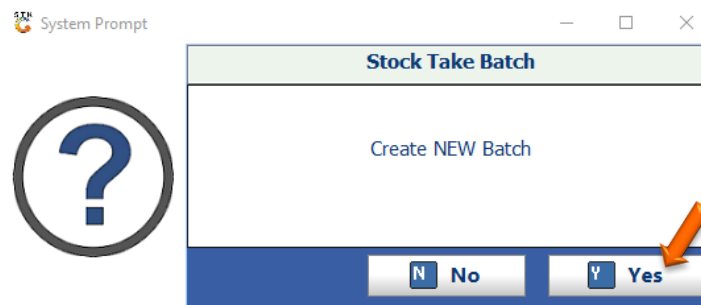
- You will now be prompted to the below image.



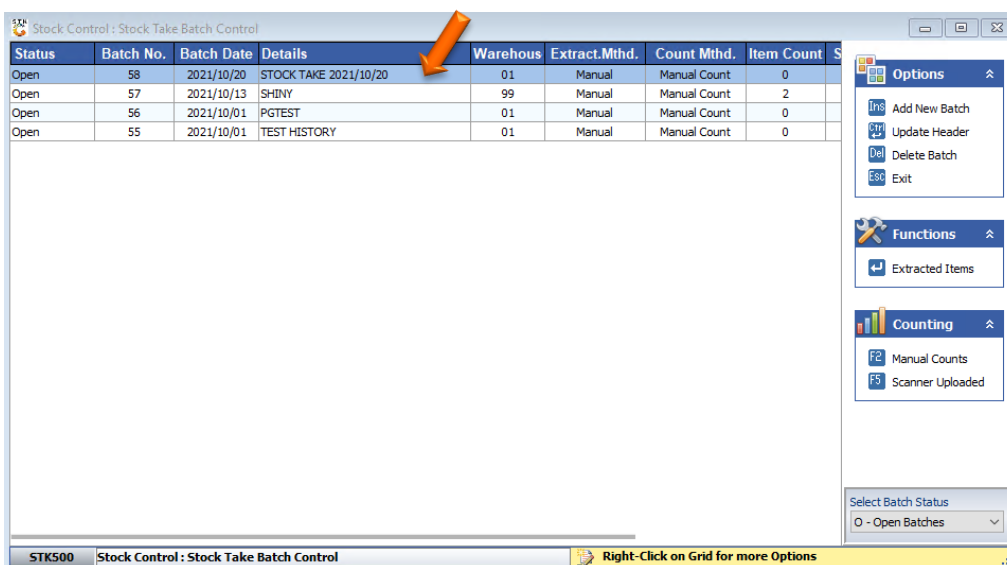
7. Press F10 on your keyboard or click on Save under the Options menu.



8. Press Y on your keyboard or click on the Yes button



9. The Batch has now been created.



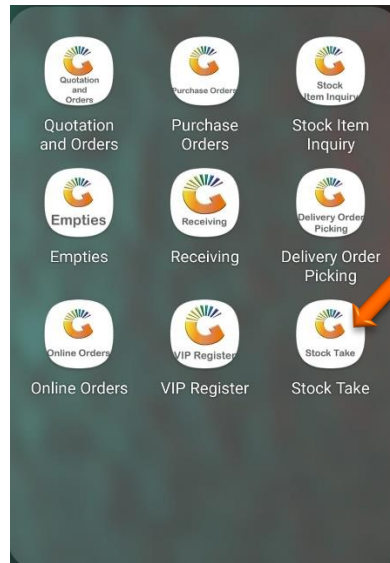


This App is used to perform a stock take within the store. The stock take batch is created within Genesis. This app then uses the generated stock take batch to count stock items.

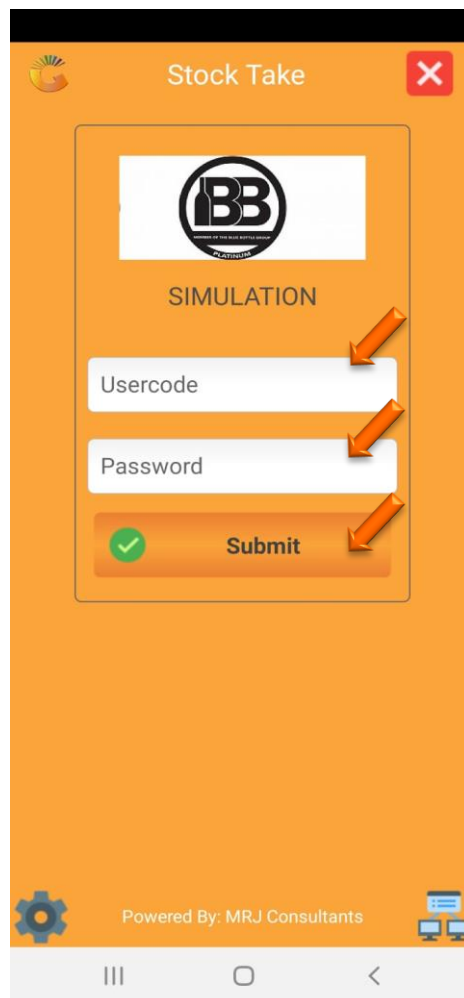
Features

- Count Stock by Batches
- Save Counts on The Device and upload to server on completions.
- Amend counts
- Perform Second Count

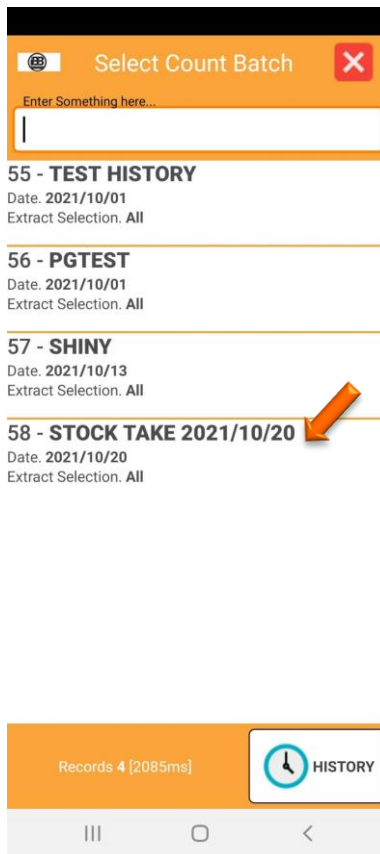
10. Select the Stock Take Application on the Device



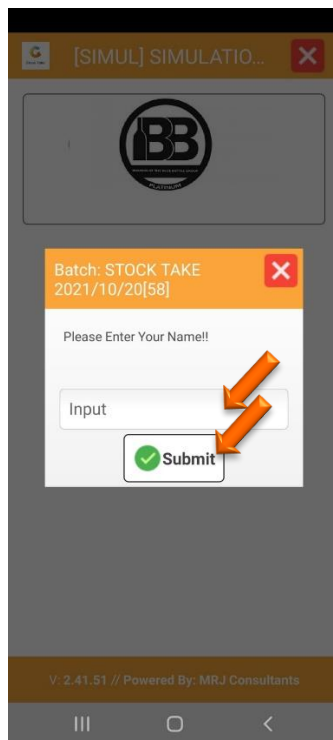
11. Enter in your user code and password then press Submit (This is the same password you use in Genesis)



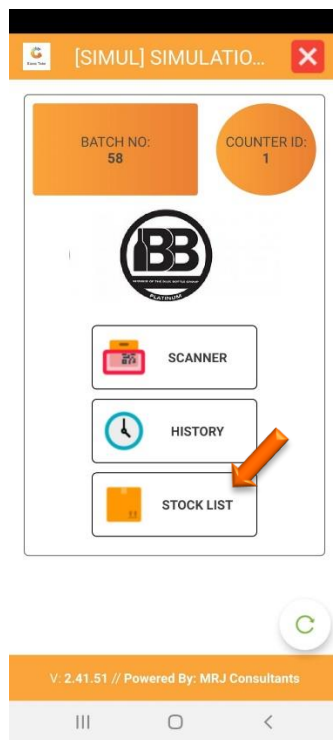
12. Select the Batch that was created for this Stock Take.



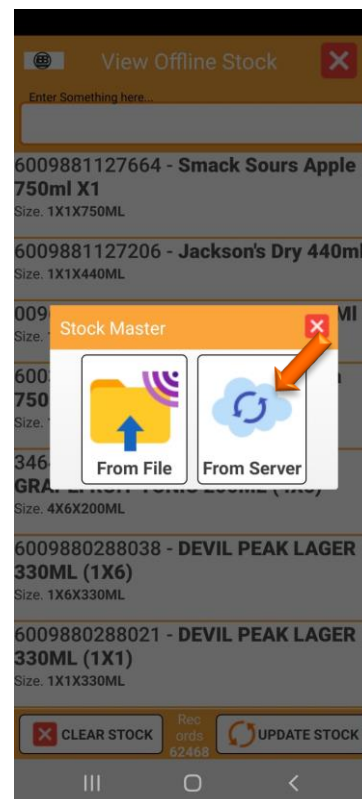
13. Once opened you will be prompted to the below image, enter your name and press Submit.



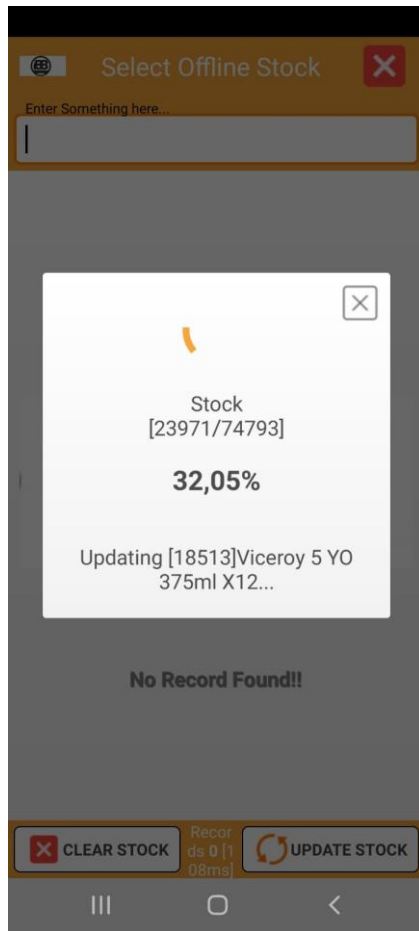
14. Once opened you will be prompted to the below image, here you can select Stock List.



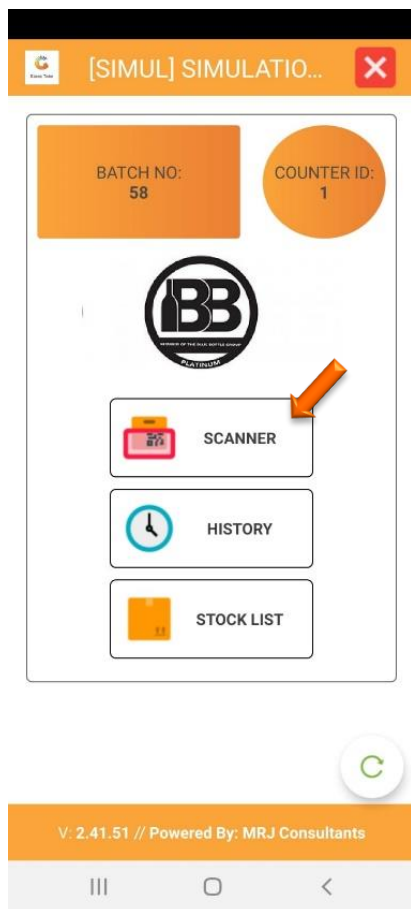
15. In stock you will see an option at the bottom Right to Update stock, select the option then select from server.



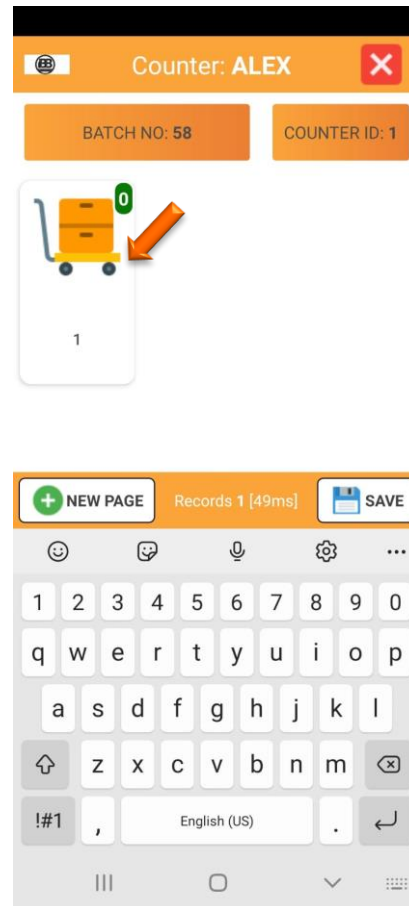
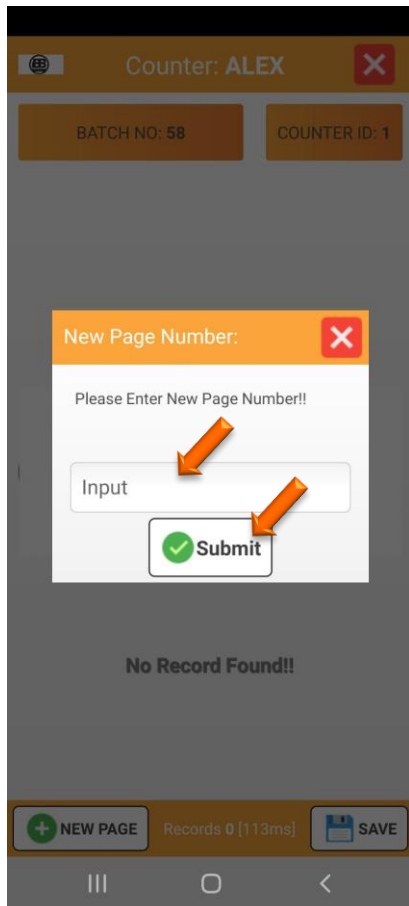
15. All your stock items will import; this might take awhile depending on the amount of stock items you have. Once imported you will then be able to view all your items.



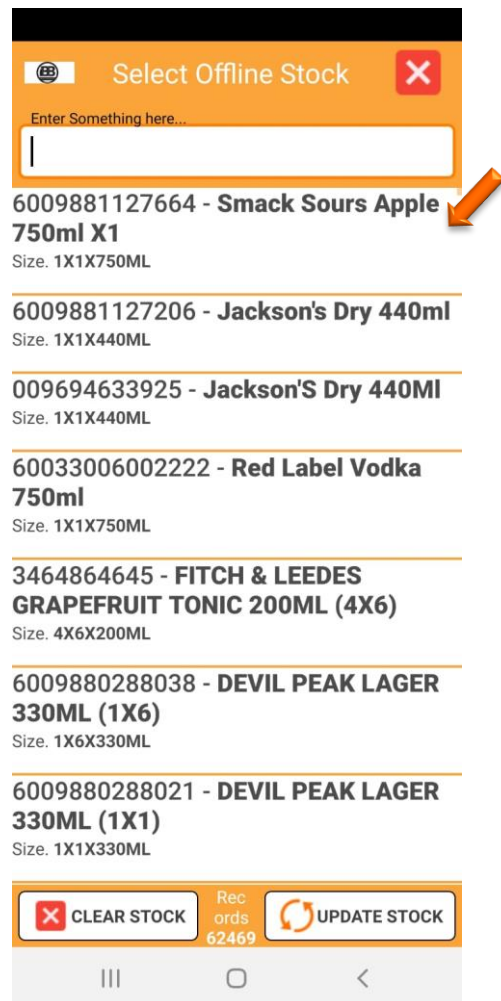
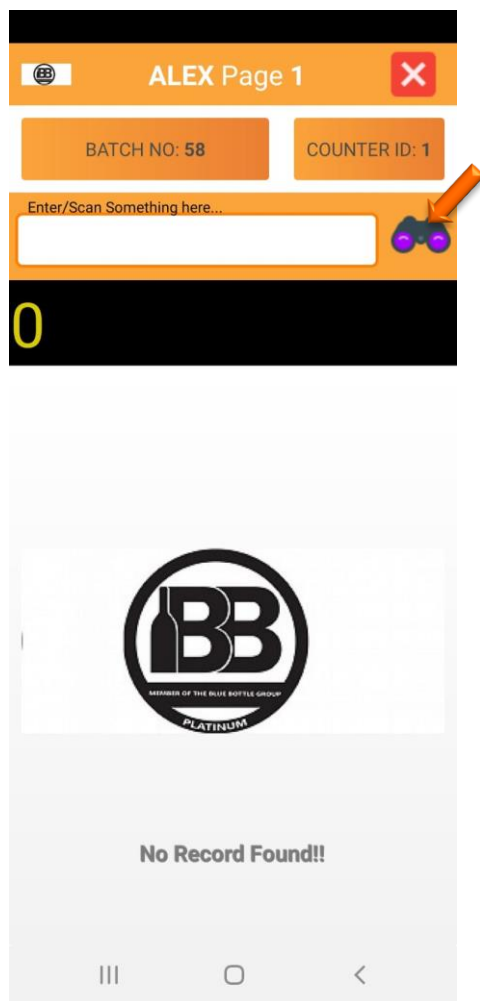
16. Once completed you will prompt back to the left image, here you can select the scanner option. Which will then take you to the right image, here you can select New Page.



17. You will now have to enter in the page number, You can start with 1 then press submit. Once you have entered 1 you will be prompted to the right page, here you can select the image of the cart.

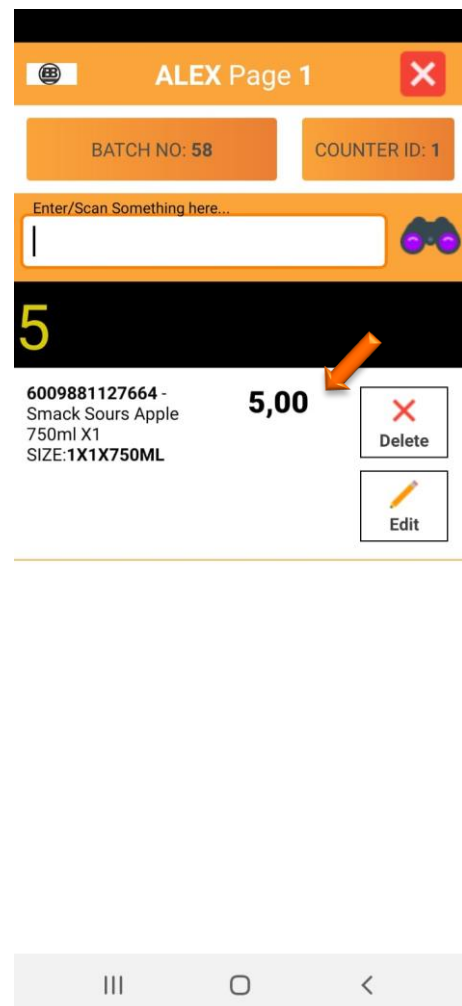
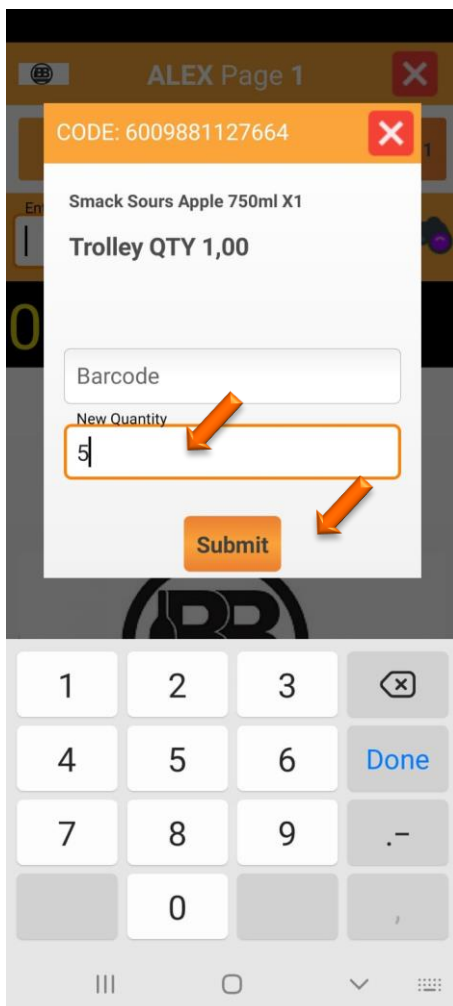


18 Here you can now scan the label and the item will appear, You can then input the quantity and submit. Alternatively you can select the binoculars where you can manually select an item and put in the quantity then submit.

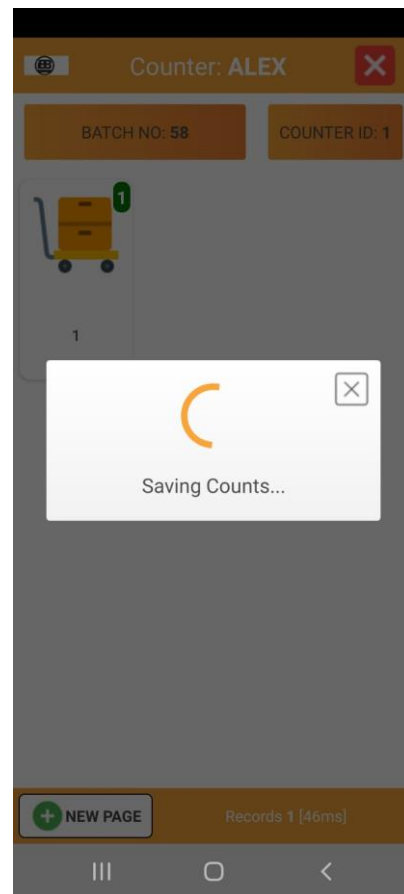
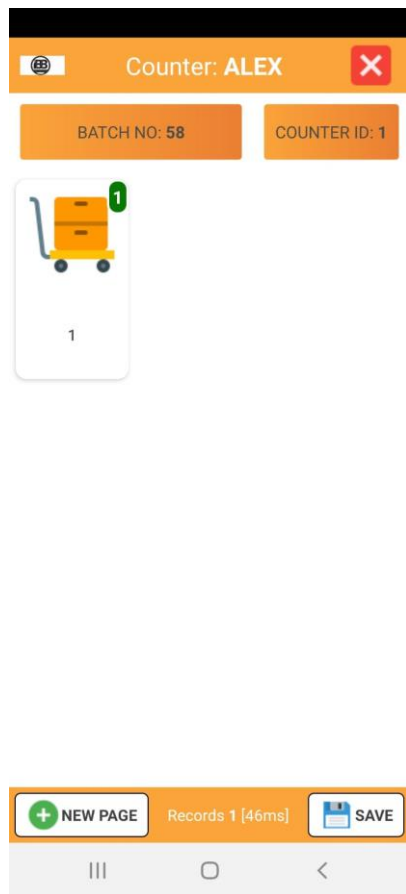


19. Once you have selected an item you can enter the quantity and press submit, you will then see on the main dashboard the item that was selected with the quantity that you stipulated.

You can edit the item in case you made an error on the count. Select the edit option on the stock item and this will open the stock item where you will be able to edit the items quantity.



20. Once completed you can now press on the save button at the bottom right, the stock take will then be saved and appear in Genesis.



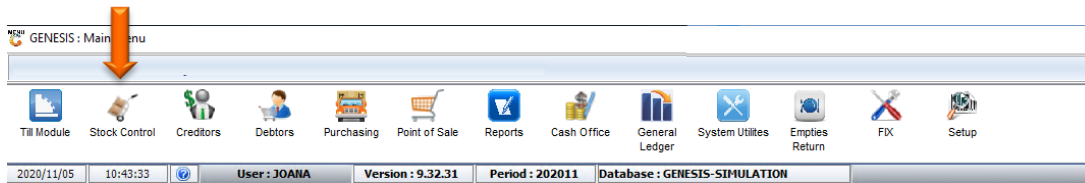
1. 21 **Open** Genesis Menu.



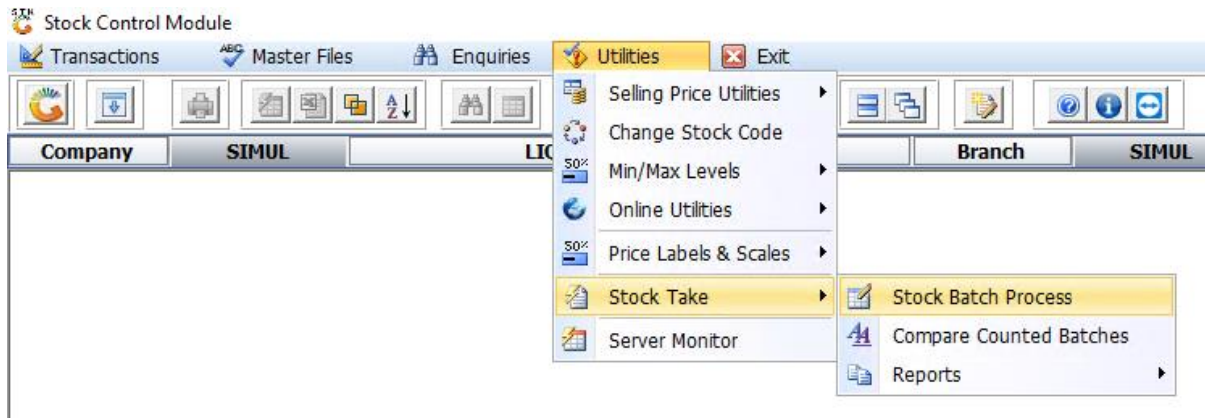
2. Type **User code** and **Password**.



3. Open **Stock Control** from the Main menu.



4. Once opened you will be prompted to the below, **Go to utilities, stock take, stock batch process**.



5. Go to the batch the was created in the beginning and double click on it to open it.

Status	Batch No.	Batch Date	Details	Warehous	Extract.Mthd.	Count Mthd.	Item Count	S
Open	58	2021/10/20	STOCK TAKE 2021/10/20	01	Manual	Manual Count	401	
Open	57	2021/10/13	SHINY	99	Manual	Manual Count	3	
Open	56	2021/10/01	PGTEST	01	Manual	Manual Count	0	
Open	55	2021/10/01	TEST HISTORY	01	Manual	Manual Count	0	

6. Once in do a full extract, Press F7 or click on Full extract.

- Options
 - Esc Exit
- Functions
 - F5 Bulk Extract
 - F7 Full Extract
 - Ctrl+R Refresh Onhand
- Variances
 - F9 Calc.Variances
 - Ctrl+P Print Variances
 - F11 Apply Variances
- Reports
 - Ctrl+S Count Sheet

- Das seen below, the item that was counted on the Stock take application now appears as well, from this we can now calculate the variances. Press F9 on your keyboard or click on Calc.Variances.

Stock Code	Description #1	Cost Excl.	Cost Incl.	Onhand	Total Count	Variance
10402	Bb Tobacco 25g	0.00	0.00	0	0	0
10404	Johnnie Walker Sherry Cask Finish 1Lt	565.22	650.00	0	0	0
10405	Silver Creek Margarita Moonshine 750ml	179.00	205.85	0	0	0
10406	Silver Creek Prohibition Pink Gin 750ml	248.00	285.20	0	0	0
10407	Impala Crisps Cheesy Cheese 160G	13.00	14.95	0	0	0
10408	Johnnie Walker Explorers Club Spice Road 750ml	570.18	655.70	0	0	0
10409	Afzal Icy Mint Molasses 50g	23.80	27.37	0	0	0
10410	Afzal Icy Lemon Mint Molasses 50g	23.80	27.37	0	0	0
10411	Finery Cucumber Handcrafted Gin 750ml	219.95	252.94	0	0	0
10412	Glass Wine White Glass	17.00	19.55	0	0	0
10413	Afzal Icy Grape Molasses 50g	23.80	27.37	0	0	0
10414	Leeuwenkuil Reserve Red 750ml	79.49	91.42	0	0	0
10415	Bols Mojito 750ml	0.00	0.00	0	0	0
10416	General Benjamin Dark Rum 750ml	102.27	117.61	0	0	0
10417	Cape Town Gin Glasses	0.00	0.00	0	0	0
10418	General Benjamin White Rum 750ml	111.40	128.11	0	0	0
10419	Afzal Dubai Mint Molasses 50g	23.80	27.37	0	0	0
10420	Saronsberg Earth in Motion White 750ml	49.13	56.50	0	0	0
10421	Hill & Dale Glass	0.00	0.00	0	0	0
10422	Beacon Enerjelly Babies Sour 75g	6.87	7.90	0	0	0
10423	Beacon Enerjelly Jubes 75g	0.00	0.00	0	0	0
10424	Beacon Enerjelly Teddies 75g	0.00	0.00	0	0	0
10425	Clubmaster Mini Red Cigar 232	149.00	171.35	0	0	0
14451	Bloedlemon Handcrafted Amber Gin 50ml	29.00	33.35	0	360	360

- Once opened you will see the below image, here you can press F10 on your keyboard or click on Calculate.

This utility will calculate the Variances between the current onhand of each item against the Counted Values. This Process can be run as often as required before applying the final count.

Batch No. Batch Date

Details

Warehouse

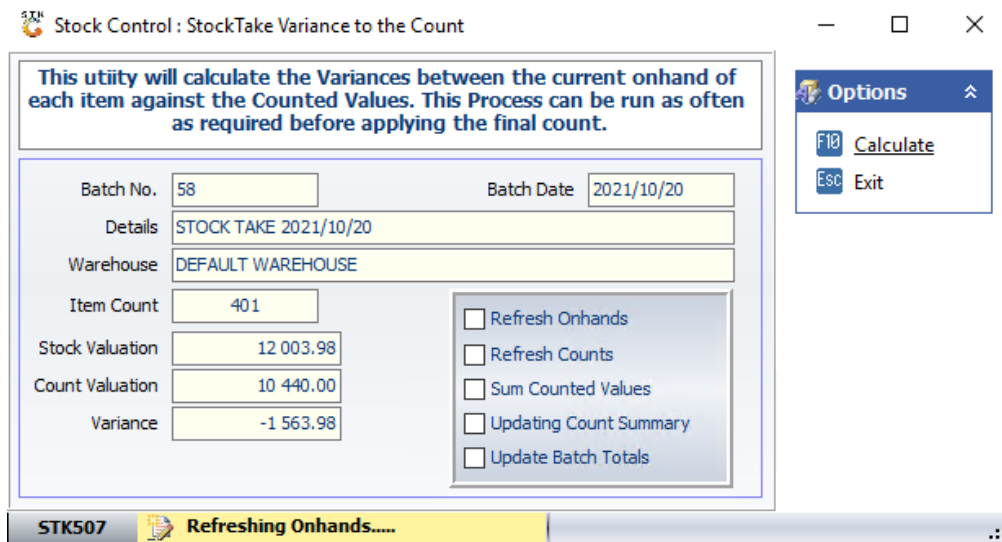
Item Count

Stock Valuation

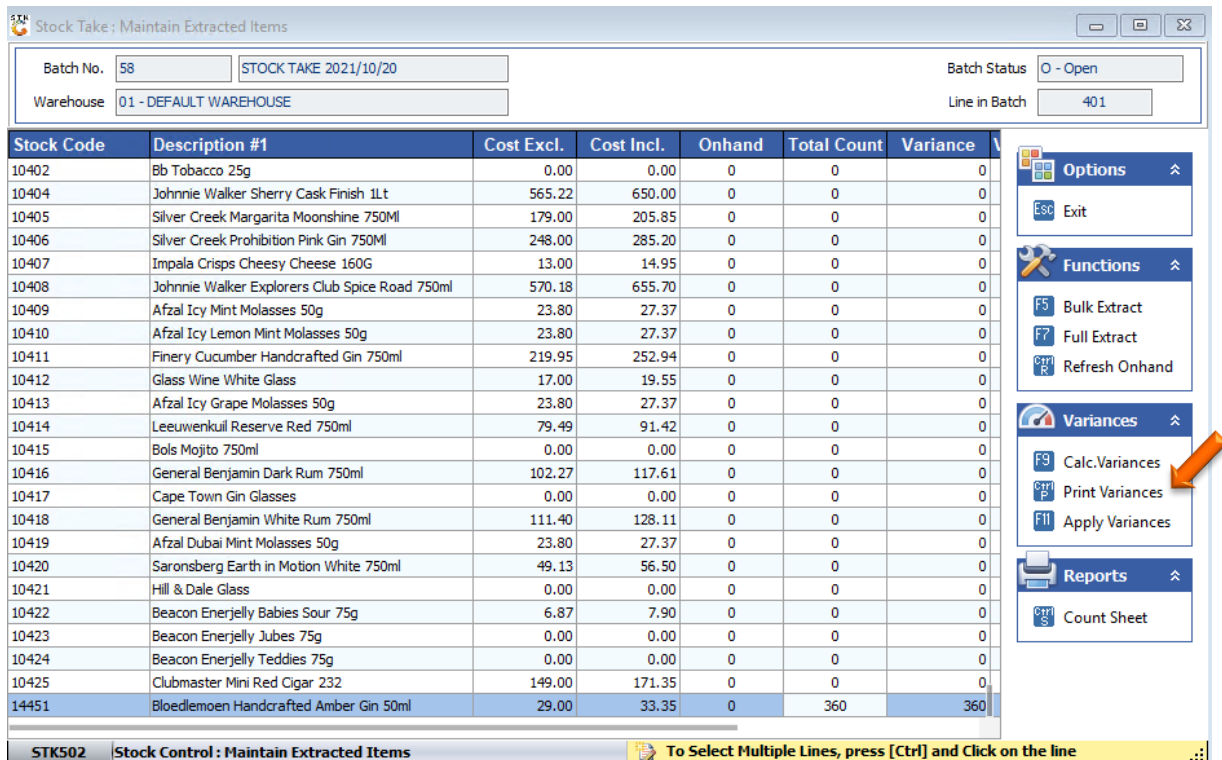
Count Valuation

Variance

- After you have clicked on calculate this utility will calculate the variances between the current on hand of each item against the counted values. This process can be run as often as required before applying the final count. Once done you can exit.



- To print or save the variance you can Press Ctrl P on you keyboard or click on Print variance.



Select the desired Report type and Print sequence then press F10 or click on Print.

Stock Control : Stock Take Variance Report

This report will print the Variances resulting from the Stock Count for the selected stock take batch. There are a number of options available within the selection criteria.

Please select the required options to run the report.

Batch No.

Batch Date

Details

Warehouse

Report Type

Print Sequence

Options

F10 Print

Esc Exit

STK510 Stock Control : Stock Take Variance Report

Once opened you will be prompted to the Below document.

Branch : SIMUL-SIMULATION
 Report : (STK510) - Stock Take : Variance Report
 User : [ALEX] - ALEX

Date/Time : 2021/10/22 15:49:51
 Version : 10.43.51
 Page : 1 of 1

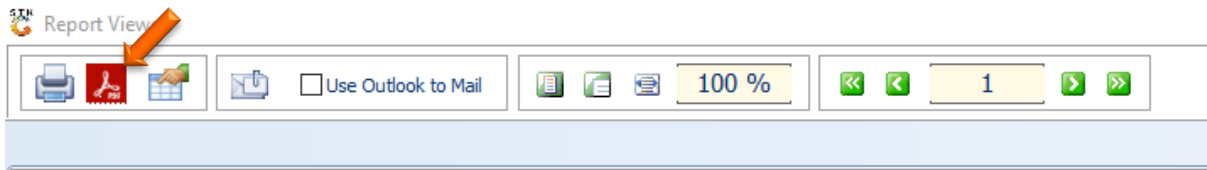
Batch No.....: 58 - STOCK TAKE 2021/10/20
 Warehouse.....: 01 - DEFAULT WAREHOUSE
 Report Type.....: All Variances
 Print Sequence...: Variance : Lowest to Highest

Stock Code	Description	Onhand	Counted	Variance	Cost Excl.	Total
10010	Devils Heat Cinnamon Liqueur 750ml	107	0	-107	145.53	-15 571.68
10000	Piper-Heidsieck Brut Grand Cinema Edition 750ml	10	0	-10	550.00	-5 500.00
10007	Seedlip Garden 700ml	10	0	-10	300.00	-3 000.00
10199	4Th Street Natural Sweet White 3L	33	0	-33	73.91	-2 439.03
10011	Antica Sambuca Classic 750ml	10	0	-10	220.00	-2 200.00
10013	Antica Sambuca Raspberry 750ml	10	0	-10	139.13	-1 391.31
10198	4Th Street Natural Sweet Rosé 750ml	43	0	-43	30.59	-1 315.37
10012	Bolivar No 1 Habana Cuba	10	0	-10	115.40	-1 154.04
10098	Dewar's 15 Yr Whisky 750ml	3	0	-3	354.04	-1 062.13
10015	Bolivar No 3 Habana Cuba	9	0	-9	64.25	-578.21
10162	Magma Blue Wave Liquer 750ml	3	0	-3	145.53	-436.59
10025	Luxardo Amaretto Liqueur 750ml	3	0	-3	130.43	-391.30
10006	Clipper Gas 300ml	12	0	-12	26.84	-322.11
10032	Carvo Caramel & 2 Glasses 750ml	2	0	-2	142.79	-285.57
10021	Bella Vino Sultry Red 750ml	5	0	-5	27.83	-139.15
10034	Muratie Martin Melck Cabernet 750ml	1	0	-1	131.30	-131.30
10005	Fishermans Friend Sweet Licuorice S/F 25g	10	0	-10	12.42	-124.17
10024	Bella Vino Sublime White 750ml	4	0	-4	27.83	-111.32
10018	Vinitto Gold 330ml	8	0	-8	12.03	-96.24
10019	Vinitto Rosy 330ml	7	0	-7	12.03	-84.21
10076	Amaren Molasses StrawB Marg/WaterM Mint 50g	-1	0	1	22.50	22.50
10201	4Th Street Natural Sweet White 750ml	-1	0	1	30.59	30.59
10052	4Th Street Natural Sweet Red 750ml	-2	0	2	30.59	61.18
10215	Appletiser 1.25L PET	-7	0	7	18.98	132.90
14451	Bloedlemaen Handcrafted Amber Gin 50ml	0	360	360	29.00	10 440.00
10008	Ceder's Wild (Non-Alcoholic) 500ml	-12	0	12	2 006.88	24 082.56
					Variance Total :	-1 563.98

Number of Lines Printed : 26

* End Of Report *

To save the document select the PDF icon which will then take you through the process of saving your document.



11. Once done you can now Apply the Stock take, To do this Pres F11 on your keyboard or press on Apply Variances.

Stock Code	Description #1	Cost Excl.	Cost Incl.	Onhand	Total Count	Variance
10000	Piper-Heidsieck Brut Grand Cinema Edition 750ml	550.00	632.50	10	0	-10
10001	An Dulaman Irish Maritime Gin 500ml	45.00	45.00	0	0	0
10002	Ceder's Classic (Non-Alcoholic) 500ml	40.00	40.00	0	0	0
10003	Jakkalsvlei Merlot 750ml	0.01	0.01	0	0	0
10004	Fever-Tree Indian Tonic Water Glass 200ml	11.89	13.68	0	0	0
10005	Fishermans Friend Sweet Liqueurice S/F 25g	12.42	14.28	10	0	-10
10006	Clipper Gas 300ml	26.84	30.87	12	0	-12
10007	Seedlip Garden 700ml	300.00	345.00	10	0	-10
10008	Ceder's Wild (Non-Alcoholic) 500ml	2 006.88	2 307.91	-12	0	12
10009	Ceder's Crisp (Non-Alcoholic) 500ml	208.66	239.96	0	0	0
10010	Devils Heat Cinnamon Liqueur 750ml	145.53	167.36	107	0	-107
10011	Antica Sambuca Classic 750ml	220.00	253.00	10	0	-10
10012	Bolivar No 1 Habana Cuba	115.40	132.71	10	0	-10
10013	Antica Sambuca Raspberry 750ml	139.13	160.00	10	0	-10
10014	Bolivar No 2 Habana Cuba	98.70	113.51	0	0	0
10015	Bolivar No 3 Habana Cuba	64.25	73.88	9	0	-9
10016	Muratie Melcks Red 1.5L	154.54	177.73	0	0	0
10017	Cr&F Aguardente Velha Reserva 1L	226.09	260.00	0	0	0
10018	Vinitto Gold 330ml	12.03	13.83	8	0	-8
10019	Vinitto Rosy 330ml	12.03	13.83	7	0	-7
10020	test item	8.70	10.01	0	0	0
10021	Bella Vino Sultry Red 750ml	27.83	32.00	5	0	-5
10022	Bakenskop Sauvignon Blanc 750ml	10.96	12.60	0	0	0
10023	Haymans Sloe Gin 750ml	224.50	258.18	0	0	0
10024	Bella vino sublime white 750ml	27.83	32.00	4	0	-4

Congratulations your stock take with the mobile application is done.