

## How to Guide: Global Item Range.

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## How to Range Items from Global

This document is to Guide you through the process of ranging items from Global to your Store.

1. Select Enquiries on your 'Stock Control' Module.

Transactions	🚏 Master Files 🛛 🖁	🕯 Enquiries 🛛 🐞 Utilities	🗵 Exit			
6		A 🗉 🕅 4	N 8 3 9	00		Stock Control
Company	SIMUL	BLUE	BOTTLE LIQUOR SIMULATION	Branch	SIMUL	BLUE BOTTLE SIMULATION

2. Select 'GLOBAL: Stock Master Enquiry'.

👸 GLOBAL : Stock Master	Enquiry							- O X
Scan Barcode					* 0	LOB	AL SEARCH *	Options 🛠
Stock Code Description #1 Description #2 Department Sub-Department Sub-Department Category 0 Category 1 Category 2 Category 3 Category 4	Link Code			Stock Type Status VAT Code Supplers Code Pack Size Units/Pack Packs/Case Cases/Palette Singles Price Excl. Price Incl.	1 1 1 1 0.00 0.00			Exit
[ Cost Prices ]		Parent/Child Items	5 Deceri	ation		Unito	Back Cize	
Last Cost Excl.	0.00 Incl. 0.00		Desch	Juon		Units	Pack Size	
Avg.Cost Excl.	0.00 Incl. 0.00							
Buying Cost Excl.	0.00 Incl. 0.00	<					>	
STK401		GLOI	BAL : SI	tock Master Enqu	iry & Ranging			

3. Scan or enter the barcode.

GLOBAL : Stock Master E	nquiry								
Scan Barcode 3257	7150101362						* GLOB	AL SEARCH *	Options 🛠
Stock Code Description #1 Description #2 Department Sub-Department Suppler Category 0 Category 1 Category 2		Link Code			Stock Type Status VAT Code Suppliers Code Pack Size Units/Pack Packs/Case Cases/Palette Singles	1 1 1 1			Ext
Category 3 Category 4					Price Incl.		0.00		
-[ Cost Prices ]			Parent/Child I	tems					
Last Cost Excl.	0.00 Incl.	0.00	LINK CODE	Descri	JUON		Units	Pack SIZE	
Buying Cost Excl.	0.00 Incl.	0.00	<					>	
STK401					ock Master Enqui	ny & Panging	0		1

4. Once you enter the barcode, all the product information will appear. If the item is already in your store, it will indicate in red.

GLOBAL : Stock N	Master Enquiry							
Scan Barcode	e 8904014800972				* (	GLOB/	AL SEARCH *	Dptions 🛠
Stock Code	10077 Link Code	e 10077-001		Stock Type	C - Child Item			Esc Exit
Description #1	Paul John Brilliance S/M Goa India 750ml	L		Status	A			
Description #2				VAT Code	S - 15 %			
Department	SPIRITS - Spirits			Suppliers Code	CLMPJBRSMGI			
Sub-Department	SP-WHISKY -			Pack Size	1X1X750ML			
Supplier				Units/Pack	1			
Category 0	SPIRITS - Spirits			Packs/Case	1			
Category 0	SP_WHICKY - Whish/			Cases/Palette	1			
Category 1	CDW/UCTMA - Cipala Malt			Singles	1			
Category 2	SCOTCH004 - Scotch			Price Excl.	0.00			
Category 5	Paullobn - Paul John		_	Price Incl.	0.00			
Category 4		Davant/Child Itam						
[ Cost Prices ]		Link Code	Descrit	ntion		Unite	Pack Size	
Last Cost Excl.	434.78 Incl. 500.00	10077-006	Paul Jo	hn Brilliance S/M Go	a India 750ml X6	6	1X6X750ML	
		10077-001	Paul Jo	hn Briliance S/M Go	a India 750ml	1	1X1X750ML	
Avg.Cost Excl.	. 434.78 Incl. 500.00							
Buying Cost Excl.	. 434.78 Incl. 500.00							
		<					>	
CTIVIO1 0	Thom ALPEADY Evictoriat this STOPE							
51K401	O REAL ALAST LASIS AT UNS STORE							

5. If the item is not in your store, it will give you the option to 'Range Item' (F5).

GLOBAL : Stock N	Master Enquiry							- 0 🔀
Scan Barcode	e 6009880478033				*	GLOB	AL SEARCH *	Options 🖈
Stock Code	12330 Link Code	12330-001		Stock Type	C - Child Item		-	Esc Exit
Description #1	David Frost Shiraz 750ml			Status	A			500
Description #2				VAT Code	S - 15 %			<b>X</b> Functions <b>*</b>
Department	WINE - Wine			Suppliers Code				F5 Range Item
Sub-Department	WI-RED -			Pack Size	1X1X750ML			
Supplier	GWA001 - GOLDEN KEY DISTRIBUTORS			Units/Pack	1			
Category 0	WINE - Wine			Packs/Case	1			
Category 0	WILPED - Ped			Cases/Palette	1			
Category 1	WIRED Red			Singles	1			
Category 2				Price Excl.	0.0	00		
Category 5				Price Incl.	0.0	00		
Category 4	DAVIDEROST -							
[ Cost Prices ]		Parent/Child Iter	ns ·					
Last Cast Durl		LINK CODE	Descri	ption	/6	C		
Last Cost Excl.	46.49 Inc. 53.46	12330-000	David	Frost Shiraz 750ml	0	1	1X1X750ML	
Avg.Cost Excl.	46.49 Incl. 53.46		bandi			-		
Buying Cost Excl.	46.49 Incl. 53.46	<					>	
L								

(The Item should be at your store in the next few minutes.)

That concludes the User Guide.