



# GENESIS

## HOW TO DO AN IBT (Inter Branch Transfer)

---

*MRJ Consultants*

*Bondev Office Park, 140 Cattle Egret Rd,  
Eldoraigne, Centurion, 0171*

*Tel: (012) 654 0300*

*Mail: [helpdesk@mrj.co.za](mailto:helpdesk@mrj.co.za)*



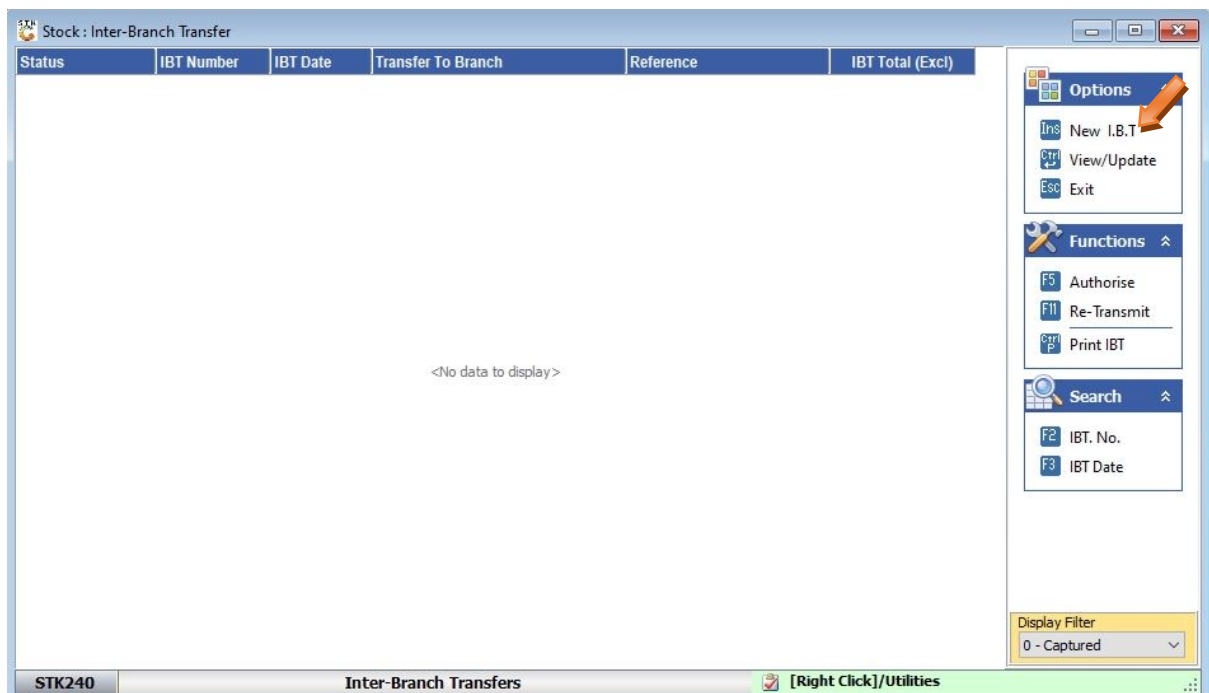
1. On the Genesis Main Menu log into the Stock Control Module.



2. Once you are in navigate to Transactions – Transfers then click on Inter-Branch Transfers.



3. You will now be prompt to this window, here you can click (Ins) on your keyboard or click on New I.B.T.



- Put in a reference number in the top left then select the **TO** branch and the **TO** Warehouse., then click on Add Line.

InterBranch Transfers

I.B.T. Date: 2023/05/02 IBT. Number: 0 Current Status: 0 - Captured

Reference No.: Defy Order Print Price: C - Cost Price

Details: Inter-Branch Transfer Price Code: 01

[ From Branch ]

From Branch: SG6DU - DUNKELD

FROM Warehouse: 01 - DEFAULT WAREHOUSE

[ To Branch ]

To Branch: SG7WL - WOODLANDS

TO Warehouse: 01 - DEFAULT WAREHOUSE

Branch Category: C - Retail Store

Stock Code	Link Code	Description #1	Quantity	Unit Qty	Units/Pack
------------	-----------	----------------	----------	----------	------------

Options

- F10 Save IBT
- Esc Exit

Functions

- Ins Add Line
- ← Update Line
- Del Delete Line

Utilities

- F7 Avg. Cost. Calc
- F9 Import CSV
- F11 G. R. V. Import

Branch Range Error  
Refresh Range Reqd.

STK241 Inter Branch Transfers

- Type in the desired stock code or click on the (?) to search for the item in the list. Once you have selected the item press enter which populates the description fields. Add in the desired quantity then press enter again for genesis to automatically do the calculations. You can then proceed to Save and exit.

InterBranch Transfers

Stock Code: [?] Link Code:

Description #1:

Quantity: 0.00 Link Qty: 0.00

Cost Excl.: 0.00

Total Excl.: 0.00

Supplier Code: Onhand: 0.00

Barcode: Link Onhand: 0.00

Pack Size:

Units/Pack: 0 In Transit: 0.00

Warehouse: 01

Options

- F10 Save
- Esc Exit

Functions

- F5 View OnHand

STK242 Inter-Branch Transfers

Stock Code	Link Code	Description #1	Selling Excl.	Selling Incl.	Suppliers Code	Barcode
81PRE-12002CL		03JBL-LINKBARGY	9 999.13	11 499.00		
81PRE-4471BK		03YAM-YAS108RD SOUNDBAR	2 173.04	2 499.00		
90RIP-1.1MM		1.1MM RIPCORDER	3.24	3.73		0
81PRE-12212CL		1100003462 - EXCESS - STEYN	869.57	1 000.00		
81PRE-4583BK		1100004016 - EXCESS - MOKHINE	1 043.48	1 200.00		
81PRE-5192CE		1100004518 - EXCESS - FOURIE	2 007.83	2 309.00		
81PRE-12247CL		1100004611 - EXCESS - MAPEKA	3 913.04	4 500.00		
81PRE-5195CE		1100004638 - EXCESS - KAGO	869.57	1 000.00		
81PRE-12248CL		1100004658 - EXCESS - RAMONOTS	5 895.65	6 780.00		
81PRE-12257CL		1100004783 - EXCESS - VD NEST	2 529.57	2 909.00		
81PRE-12256CL		1100004786 - EXCESS - PHIRI	2 173.91	2 500.00		
81PRE-5200CE		1100004903 - EXCESS - SINGH	1 305.22	1 501.00		
81PRE-12259CL		1100004906 - EXCESS BREDENKAMP	652.17	750.00		
81PRE-12263CL		1100005020 - EXCESS CHAKAMANGA	130.43	150.00		
81PRE-9929ST		110-H TRADITION H PENCIL	11.65	13.40		
81PRE-12453STW		2M PVC TRUNKING	22.17	25.50		
90COD-2MPVC		2M PVC TRUNKING	22.17	25.50		
61RAY-SHELF		3 TIER EXTRA SHELVES	64.06	73.67		0
81PRE-5049CE		33JBL-PBOX110BK PARTYBOX 110	5 042.61	5 799.00		
81PRE-12097CL		3690 REPAIR JAMO J10 SUB	2 093.95	2 408.04		
92LEN-37MM LE		37MM LENS CAP	10.54	12.12		0
90COD-3MPVC		3M PVC TRUNKING	38.26	44.00		
40PHI-S558830BK		40PHI-S558830BK	1 564.35	1 799.00		
90DIG-AL200		5M HEADPHONE EXT AL200P	23.52	27.04		0
81PRE-12377STW		72BOS-KSV33N131ZSI - DEMO	8 694.78	9 999.00		

Options

Select
Exit

Search

F2 Stock Code
F3 Description
F4 Generic Desc
F5 Department
F6 Barcode
F7 Suppliers Code
F8 Restore Grid

Grid Utils

F11 Customise Grid

Stock Code	11SAM-75Q70AAK	Link Code	
Description #1	SAMSUNG QA75Q70AA 75in 4K100H		
Quantity	2.00	Link Qty.	2.00
Cost Excl.	16520.00		
Total Excl.	33040.00		
Supplier Code		Onhand	0.00
Barcode	8806092018082	Link Onhand	0.00
Pack Size	Each		
Units/Pack	1	In Transit	0.00
Warehouse	01		

Options

F10 Save
ESC Exit

Functions

F5 View OnHand

STK242

Inter-Branch Transfers

6. Once all the items have been selected you may now proceed to Authorize the IBT. Either by pressing F5 on your keyboard or clicking on Authorize.

