
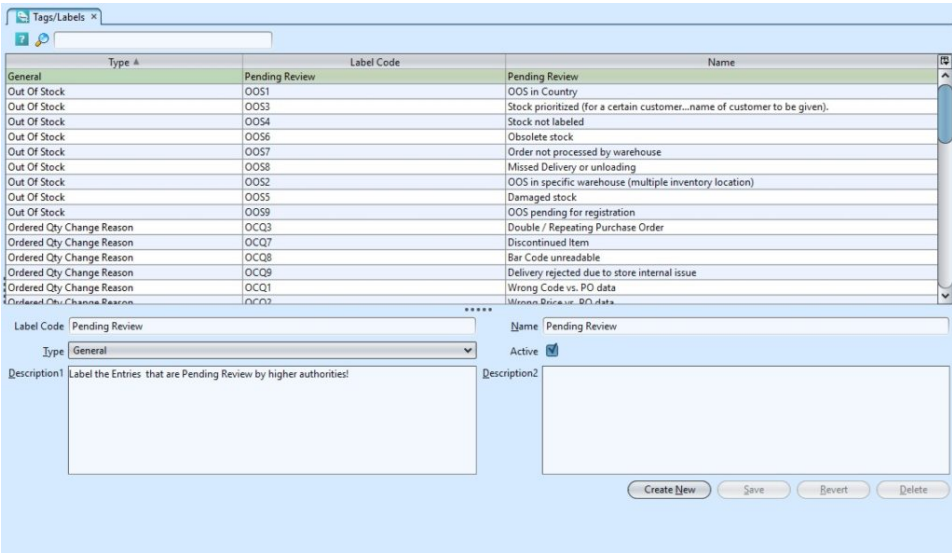


# Tags/Labels

It allows user to define tags or labels to use within the application, for example additional reasons (tags) for customer returns or stock adjustment. Below actions are available under **“Tags/Labels”**:

 Create, modify, and delete



Type	Label Code	Pending Review	Name
General		Pending Review	
Out Of Stock	OOS1	OOS in Country	
Out Of Stock	OOS3	Stock prioritized (for a certain customer...name of customer to be given).	
Out Of Stock	OOS4	Stock not labeled	
Out Of Stock	OOS6	Obsolete stock	
Out Of Stock	OOS7	Order not processed by warehouse	
Out Of Stock	OOS8	Missed Delivery or unloading	
Out Of Stock	OOS2	OOS in specific warehouse (multiple inventory location)	
Out Of Stock	OOS5	Damaged stock	
Out Of Stock	OOS9	OOS pending for registration	
Ordered Qty Change Reason	OCQ3	Double / Repeating Purchase Order	
Ordered Qty Change Reason	OCQ7	Discontinued Item	
Ordered Qty Change Reason	OCQ8	Bar Code unreadable	
Ordered Qty Change Reason	OCQ9	Delivery rejected due to store internal issue	
Ordered Qty Change Reason	OCQ1	Wrong Code vs. PO data	
Ordered Qty Change Reason	OCQ2	Wrong Barcode vs. PO data	

Label Code: Pending Review  
Name: Pending Review  
Type: General  
Active: ☒  
Description1: Label the Entries that are Pending Review by higher authorities!  
Description2:   
  
[Create New](#) [Save](#) [Revert](#) [Delete](#)

Field Name	Description	Mandatory Information
Label Code	Code for the tag / label	Y
Name	Name of tag / label	Y
Type	Type of document for the tag / label	Y
Description	Description	N


## Create New Tags/Labels:

1. Click on **“Create New”** tab at the bottom of the screen
2. Fill up the information at bottom half of screen
3. Click on **“Save”** button at bottom of screen to

save the tags / labels

Type

General

Active 

Description1

Label the Entries that are Pending Review by higher authorities!

Description2

Create New

Save

Revert

Delete

## Modify Tags/Labels:

1. Enter search parameter to filter the list of tags / labels, i.e. type in the type in the search textfield box at the top of the screen
2. Select the tag / label to modify from the list at top half of screen
3. Update the information required
4. Click on **“Save”** button at bottom of screen to save the tags / labels change(s)

Tags/Labels

Search Engine

Type #	Label Code	Name
General	Pending Review	Pending Review
Out Of Stock	OOS1	OOS in Country
Out Of Stock	OOS3	Stock prioritized (for a certain customer...name of customer to be given).
Out Of Stock	OOS4	Stock not labeled
Out Of Stock	OOS6	Obsolete stock
Out Of Stock	OOS7	Order not processed by warehouse
Out Of Stock	OOS8	Missed Delivery or unloading
Out Of Stock	OOS2	OOS in specific warehouse (multiple inventory location)
Out Of Stock	OOS5	Damaged stock
Out Of Stock	OOS9	OOS pending for registration
Ordered Qty Change Reason	OCQ3	Double / Repeating Purchase Order
Ordered Qty Change Reason	OCQ7	Discontinued Item
Ordered Qty Change Reason	OCQ8	Bar Code unreadable
Ordered Qty Change Reason	OCQ9	Delivery rejected due to store internal issue
Ordered Qty Change Reason	OCQ1	Wrong Code vs. PO data
Ordered Qty Change Reason	OCQ2	Wrong Price vs. PO data

Label Code

OOS3

Type

Out Of Stock

Description1

Name

Stock prioritized (for a certain customer...name of customer to be given)

Active

☒

Description2

Create New

Save

Revert

Delete

## Delete Tags/Labels:

1. Select the tag / label to delete from the list at top half of screen

2. Click on ***"Delete"*** button at the bottom of screen

3. Click on ***"Yes"*** button on the pop-up window to confirm tag / label deletion

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