

# How to Create Container

This video will show to users how to Create Container

Navigate to Inventory, Containers, Create New.  
Fill in the header info, i.e. Code, Name.  
Enter the container data.

## STEP-BY-STEP:

1. Go to Inventory menu
  2. Select Containers
  3. Click Create New
  4. Fill in the header info, i.e. Type, Name, Code, Dimensions, and Document Sequence.  
(mandatory fields in red color or marked with red x)  
Add the description for the Containers in the Description field.  
Click Save button when done editing.  
Now this container is ready for use in transactions.
  5. User able to edit any of the Containers, by selecting the line item in the table above.  
Click Save button when done editing.
  6. User able to delete any of the Containers, by selecting the line item in the table above, if they have access rights to delete.  
Click Delete button to delete a container.
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