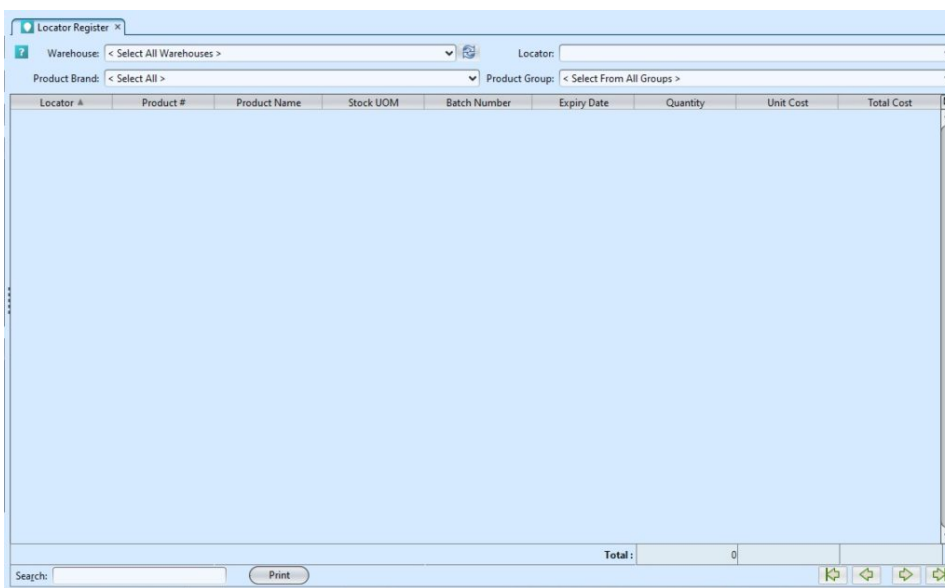


# Locator Register

Locator register allows the user to view and track products status and location within a warehouse, for example products at the warehouse staging area, or at product assembly area. The products can be viewed by Warehouse, Locator, Product Brand, and by Product Group. Below are available actions for the user from “*Locator Register*” :

 View and search for products’ location and batch quantity within a warehouse.

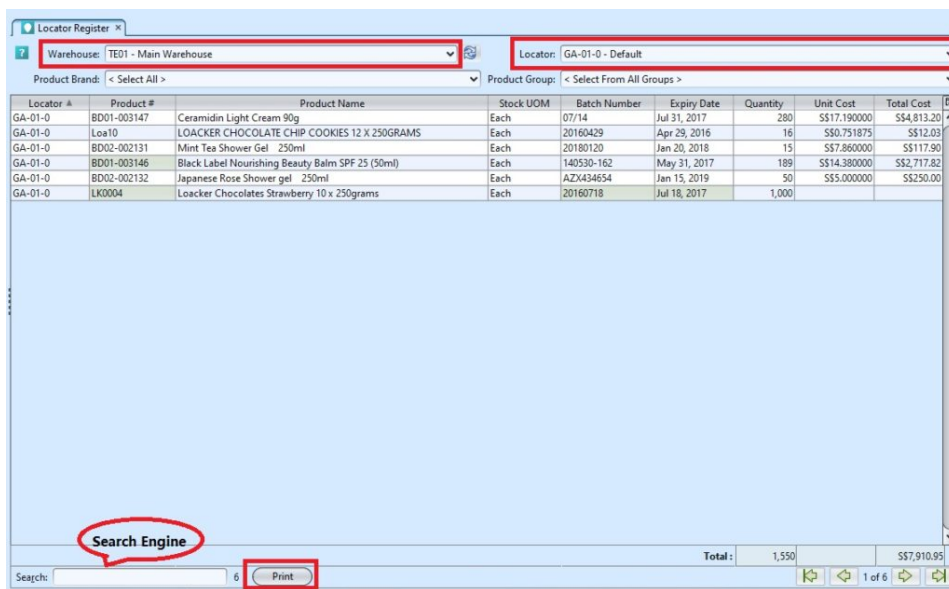
 Print product locator report



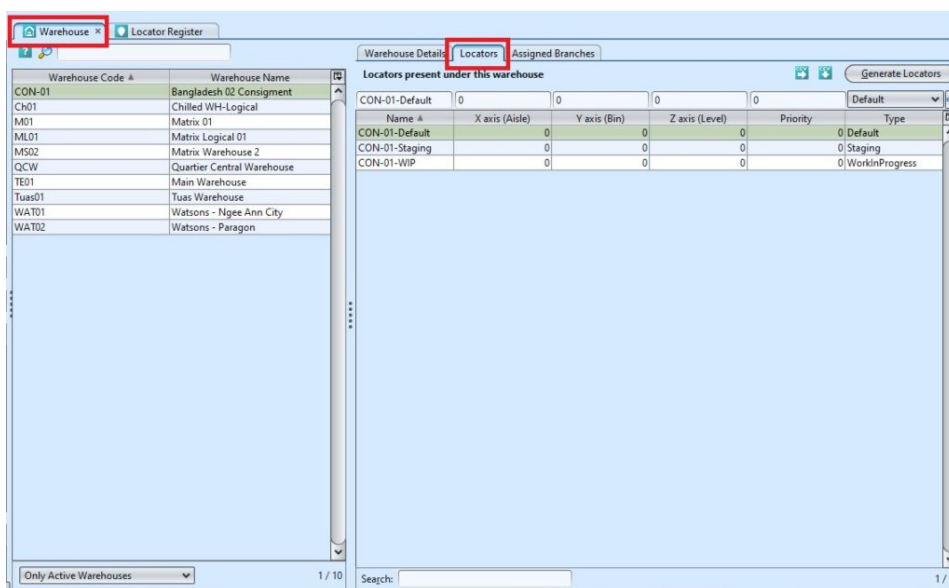
Field Name	Explanation	Mandatory Information
Warehouse	Select a warehouse to view	Y
Locator	Select an area / location	Y
Product Brand	Self-explanatory	N
Product Group	Self-explanatory	N
Table – Locator	The storage area code	Y
Product #	Product part number	Y
Product Name	Self-explanatory	Y
Batch Number	The reference for the manufacturing batch	Y
Expiry Date	Self-explanatory	N
Quantity	Self-explanatory	Y
Unit Cost	Self-explanatory	Y
Total Cost	Self-explanatory	Y

# View and search for products' location and batch quantity within a warehouse:

1. Select a warehouse from "Warehouse" drop-down list and a location from "Locator" drop-down list at the top of screen. It will pull up products data for the selected locator of the warehouse



**Note:** Locators of a warehouse are created in Inventory – (Masters) Warehouse – Locator tab

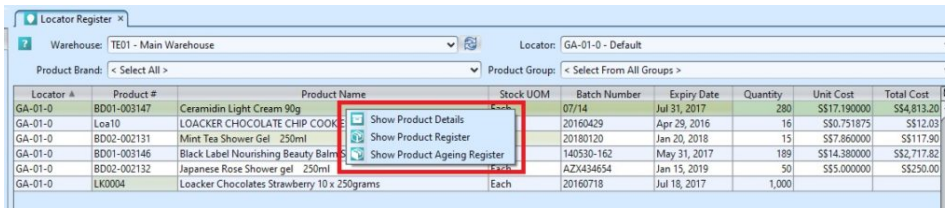


2. Enter search parameter to filter the result, i.e. type in the product name in the search textfield box

at the bottom of the screen.

3. Right-click on a product row, a small pop-up pane will appear with the following options:

- Show Product Details
- Show Product Register
- Show Product Ageing Register



The screenshot shows the 'Locator Register' application window. At the top, there are dropdown menus for 'Warehouse' (TE01 - Main Warehouse) and 'Locator' (GA-01-0 - Default). Below these are 'Product Brand' and 'Product Group' dropdowns. The main area is a table with columns: Locator #, Product #, Product Name, Stock UOM, Batch Number, Expiry Date, Quantity, Unit Cost, and Total Cost. A context menu is open over the row for 'Ceramide Light Cream 90g', showing three options: 'Show Product Details', 'Show Product Register', and 'Show Product Ageing Register'. The table data is as follows:

Locator #	Product #	Product Name	Stock UOM	Batch Number	Expiry Date	Quantity	Unit Cost	Total Cost
GA-01-0	BD01-003147	Ceramide Light Cream 90g	Each	07/14	Jul 31, 2017	280	\$517.190000	\$54,813.20
GA-01-0	Lea10	LOACKER CHOCOLATE CHIP COOKIES	Each	20160429	Apr 29, 2016	16	\$0.751875	\$12.03
GA-01-0	BD02-002131	Mint Tea Shower Gel 250ml	Each	20180120	Jan 20, 2018	15	\$7.860000	\$117.90
GA-01-0	BD01-003146	Black Label Nourishing Beauty Balm	Each	140530-162	May 31, 2017	189	\$514.380000	\$52,717.82
GA-01-0	BD02-002132	Japanese Rose Shower gel 250ml	Each	AZK434654	Jan 15, 2019	50	\$5.000000	\$250.00
GA-01-0	LK0004	Loacker Chocolates Strawberry 10 x 250grams	Each	20160718	Jul 18, 2017	1,000		

## Print product locator report:

1. Select a warehouse from **“Warehouse”** drop-down list and a location from **“Locator”** drop-down list at the top of screen. It will pull up products data for the selected locator of the warehouse
2. Click on **“Print”** button at bottom of screen, a window will come up showing print report options.
3. User can print report, export the report as PDF or Excel, or preview the report

