

Item Master

Item

- Any object other than a name can be an **Item**. The only requirements is that it should be identified by a unique code. It can be **Stock Item** like a component, or **Non-Stock Item** like service charges or any item that is built by you could be define as **Item**.

Sample page for Item master

Item Master											
Item	Items Menu	Cross References	Serial Numbers	Bar Codes	Inventory	Security	Assembly	Options			
		Show	Clear	Top	Previous	Next	Bottom	Add	Update	Delete	Go
Item Code	<input type="text"/>	Visibility	<input type="checkbox"/> Hide Item	<input type="checkbox"/> Skip Order	Cut prices	<input type="checkbox"/> Cut price?	Dimension Type: <input type="radio"/> Bundle <input type="radio"/> Code <input type="radio"/> Configured <input type="radio"/> Default <input type="radio"/> Extension <input type="radio"/> Item <input type="radio"/> Parent				
Description	<input type="text"/>						Batch Method: <input type="checkbox"/> Mandatory Batch No? <input type="checkbox"/> Spec?				
Long Description	<input type="text"/>						Serial Number Type: <input type="checkbox"/> Shrink <input type="checkbox"/> Mandatory <input type="checkbox"/> Spec? <input type="checkbox"/> 0 Only on DO <input type="checkbox"/> Automatic				
Notes	<input type="text"/>						Stock Type: <input type="checkbox"/> Indirect <input type="checkbox"/> Manufactured <input checked="" type="checkbox"/> Non-Stock <input type="checkbox"/> Order Service <input checked="" type="checkbox"/> Stock to Sell				
Links	<input type="text"/>						Right-clicking Category: <input type="checkbox"/> Axis <input type="checkbox"/> Extract <input type="checkbox"/> Manufacturer <input type="checkbox"/> Purchase <input type="checkbox"/> Research/Train <input type="checkbox"/> Transfer				
Bar Code	<input type="text"/>										
Alias	<input type="text"/>										
Warehouse	[Select]	Shocking Unit	[Select]	Alternate Unit	[Select]						
Issue Unit	[Select]	Packing Unit	[Select]	Statistical Unit	[Select]						
Conv Factor-Issue	1.000000	Conv Factor-Packing	1.000000	Conv Factor-Statistical	1.000000						
Item Group	[Select]	Item Class	[Select]	Item Category	[Select]						
Price Category	[Select]	Tax Category	[Select]	Superior Category	[Select]						
Grade	[Select]	Import Duty	[Select]	Country of Origin	[Select]						
Division	[Select]	Supplier Name	<input type="text"/>	Weight by Unit	0.000						
Avg Weight per Lot	0.000	Lotnet Weight	[Select]	Metric lb	0						
Minimum Order Qty	0.000	Minimum Order Value	0.00	Order Multipl.	0.000						
Unit of Measure	100.00000000	Operational time / min	0	Planning time/min	0						
Lead Time-Fast	0	Lead Time-Variab	0	Lead Time-Tripout	0						
Serialized By	<input type="text"/>	Supersedes	<input type="text"/>	Serialization code	[Select]						
Drawing Number	<input type="text"/>	ABC Code	<input type="text"/>	Unit of length	[Select]						
Length	0.000	Width	0.000	Height	0.000						
Brand	[Select]	Standard Cost	0.0000	Standard Price	0.0000						
Minimum Price	0.0000	Multiple Selling	1.000000	Multiple Purchasing	1.000000						
Inventory Date	1/29/2015	Urgency Rate	Unknown	Skip	0.000						
Bio Location	<input type="text"/>	Turn	[Select]								

Mandatory field for Item Master

- **Warehouse** - Location of the stock. It is also used in the GL Interface Table.
- **Item Group** - A method of classifying items for Sales Analysis. Used mainly for accounting interfaces.
- **Tax Category** - A classification of tax options based on similar characteristics or attributes.
 - A tax category allows to group and manage similar product or services tax rates. Not all the products and services have the same tax rate.
 - There are tax exempt products and there are products or services to which a higher tax rate applied just because the type of product or service.
 - If you require to set up a single level sales tax (like in Singapore GST), you may just set up the Tax Category as None.
 - If you need to calculate sales tax by product groups (like item or services), whether out-of-state or any situations that require more than one level of sales tax, then you will need to set up the Tax Category accordingly.
- **Stock Type** - is a mandatory field.
 1. All normal stock items are **Stock-N-Sale Items**.

2. All items that are of Intangible nature like Freight, Service Charges, Custom Duty, etc and therefore, do not have stock, are **Non-Stock Items**.
3. **Indent items** are like Stock-N-Sale items but you usually order them only when you receive an order for them. These are items that you do not want to stock physically.
4. **Manufactured Items** are those that you manufacture or assemble internally and normally never buy from the market.

For items that are checked for either Serial or Batch Number, you will need to supply the Serial or Batch Number during any issue or receipt transaction of the items.

Serial Number is required to identify an item.

- In the PO module, during goods-in, that is, after creation of Goods Receipt Note (GRN) but before confirmation, you have to enter the serial number for each piece of stock item received. In other words, if you are receiving ten units of an item which are checked for serial number, you have to enter ten unique serial number, otherwise, you won't be able to confirm the GRN and there will be an error message—"Serial Number Mismatched".
- In the OP, during delivery order, that is after creation of delivery order (DO) but before confirmation, you have to select the serial number for each piece of stock item to be issued, otherwise, you won't be able to confirm the DO and there will be an error message —"Serial Number Mismatched".
- The same principal applies to all transactions for items that are checked as Serial Item. Namely, Transfer Order, Inventory Management, Sales Returns, Engineering Sales and Stock Take.

Commonly Used terms

Terms	Definition
Visibility	To hide Item. (It will not appear in the search menu).
Stop Order	If you want to stop any transaction for this item. (In case there's a transaction, a notification will popped up).
Cut-pieces	Used for Items with dimension requirement.
Batch/Matrix	Collection of Item you want to monitor by batch.

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