



EVANTAGE SOLUTIONS SDN BHD

Computerized Maintenance Management System (CMMS)

USER MANUAL
(Print Stock Take)

TABLE OF CONTENT

| | |
|---|---|
| Scenario..... | 4 |
| 1. Print Stock Reconciliation..... | 4 |

DOCUMENT CONTROL

Document No : CMMS/STR/RECONCILIATION/STR03
Document Name : Print Stock Take
Prepared By : Muhamad Najmi bin Badrila
Creation Date : 20/06/2024
Revision : 1.0

DOCUMENT REVISION HISTORY

| Revision No | Revision Date | By | Description of Changes |
|-------------|---------------|-------|---|
| 1.0 | 20/06/2024 | Najmi | First Version of User Manual – Print Stock Take |

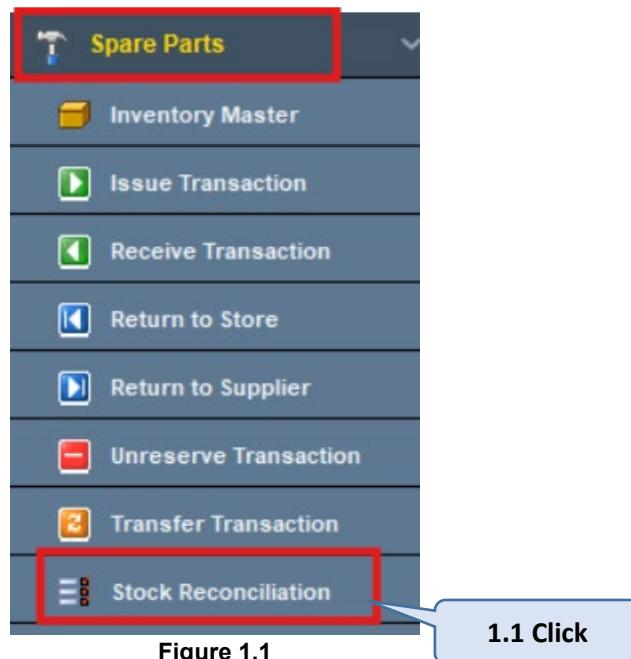
Scenario

Storekeeper want to count the balance for all the stock in the warehouse and match it with the quantity in the system. In this syllabus, we will guide on how to do stock take in CMMS Web Core.

1. Print Stock Reconciliation

Print book for Stock Reconciliation

- 1.1 On the left of the system, click on **Spare Parts > Stock Reconciliation**.



- 1.2 Choose the count book that want to print.
- 1.3 Click the **Print** button to print the count book.

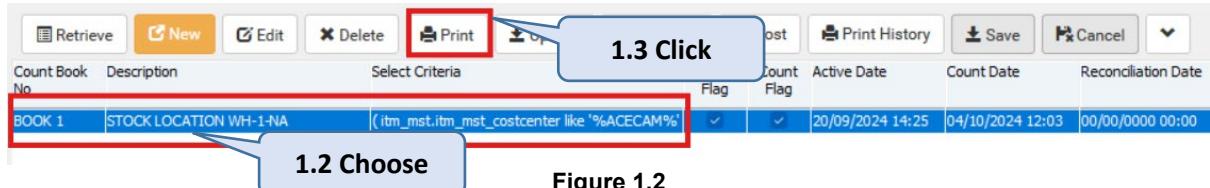


Figure 1.2

1.4 The count book will be displayed. Click the **Print** button to print it, and it will be sent to your local printer.

1.4 Click

| Location | Stock No | Description | Issue UOM | Item Count | Remark |
|----------|-----------|----------------------|-----------|------------|--------|
| WH-1-NA | ACE01 | ACE STOCK 01 | EACH | | |
| | ACE02 | ACE STOCK 2 | EACH | | |
| | BYD01 | BYD DOLPHIN | EACH | | |
| | EV01 | EV CAR | EACH | | |
| | EVA01 | EVA 01 STOCK TESTING | EACH | | |
| | NAJ01 | TESTING | EACH | | |
| | PMP-1 | PUMP-1 | EACH | | |
| | Q001 | Q0 01 STOCK TESTING | EACH | | |
| | STK100002 | SAMSUNG EXYNOS CHIP | EACH | | |
| | T01 | PUMP GENERATOR | EACH | | |
| | TEP-1 | TEMPTATION | EACH | | |
| | TEST01 | TESTING 1 | EACH | | |
| | TEST1 | TESTING 1 | EACH | | |
| | TEST2 | TEST | EACH | | |
| | TRY01 | TEST | EACH | | |
| | TXT-1 | PUMP STABILIZER 1 | EACH | | |
| | Y01 | TEST 1 | EACH | | |
| WH-RP-01 | PMP-1 | PUMP-1 | EACH | | |
| WO-2-WO | Y01 | TEST 1 | EACH | | |

Figure 1.3