



Stock Control — Function Overview

A brief outline of every function on the Stock Control screen

Introduction

Stock Control is the hub for everything to do with tracking, moving, and analysing stock outside of the day-to-day receiving and picking screens. This guide gives a brief, one-line outline of every function found there, grouped exactly as they appear on screen. Several functions have their own full guide — those are cross-referenced rather than repeated here.

Stock Tracking

Function	What It Does
Purchase Orders By Lines	A line-by-line view of your Purchase Orders and their status, filterable by number, supplier, reference, or item — useful for tracking exactly what's still outstanding across all your POs.
Partially Received Purchase Orders	See the Part-Receiving a Purchase Order guide for full detail.
Incomplete Sales Orders	The Sales Order equivalent of Purchase Order tracking — a filterable list of Sales Orders that haven't yet been fully invoiced.



Movement

Function	What It Does
Quick Item Transfer	Move a single item between two stores in one simple screen — the fastest way to move one thing.
Bulk Item Transfer	Create a multi-line transfer, moving several items between stores in one document.
Item Adjustment	Manually adjust an item's stock quantity, with the option to update Sage's accounting record at the same time.
Convert Item to Different Item Code	See the UOM / Item Code Conversion guide for full detail.

Analysis

Function	What It Does
Stock/Lot Movement	A full log of every stock and lot-number transaction for an item — exactly how it moved, and where, over time.
Stock/Lot Balances	View current stock balances broken down by store.
Picking Slip GP Analysis	<i>Coming soon — will analyse picking slips and show the gross profit on each one.</i>
Item Sales GP Analysis	<i>Coming soon — will analyse item sales and show the gross profit per item.</i>

Counts

Function	What It Does
Stock Counts	See the Stock Counts guide for full detail.

Custom Reports

Function	What It Does
My Customised	Access any custom reports built specifically for your business.