

Stock Transfer

24/10/2024 12:33 pm BST

Summary

The Stock Transfer functionality is used to move stock items (by batch number if applicable) from one site to another, automatically updating stock levels for each site and stock centre.

Details

Transferring Stock

1. Navigate to **Utilities > Stock Control** and select the '**Stock Transfer**' tab.

Stock Control [User - jupiter : Site - Esher : Profile - Back Reception1]

Supplier: Centaur

Stock Adjustment | Stock Variance | Stock Evaluation | **Stock Transfer** | Stock Level | Stock Movement

Source Site: Esher | Source Stock Centre: Esher | Description: | Code: | Qty: |

Code	Description	Qty
AB	AB Dog Annual Booster	99
10307	Acclaim House Spray	9970
ACP1	ACP INJ 2MG/ML 20ML	8
NVS1	ACP TABS 10MG	-304

Page 1 of 23 | Displaying 1 - 100 of 2258

Destination Site: Esher | Destination stock centre: Esher | Default transfer Qty: 1 | Move stock From/To Stock Centre tables

Code | Description | Batch | Qty

No Results.

Use Barcode Reader | Transfer Stock | Clear

2. Ensure you have selected the correct supplier from the drop-down list (this will default to your main supplier).
3. Select the **Source Site** and '**Source Stock Centre**' (Where you are transferring stock from).
4. Select the '**Destination Site**' and '**Destination Stock Centre**' (where you are transferring stock to).

Stock Control [User - jupiter : Site - Esher : Profile - Back Reception1]

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5. **Search for the item** you wish to transfer (using the description field or treatment type filters).
6. **Enter the Quantity** you wish to transfer into the 'Default Transfer Qty' field.
7. Select the **down arrow** to transfer the stock to the destination site.

Stock Control [User - jupiter : Site - Esher : Profile - Back Reception1]

Supplier: Centaur

Stock Adjustment | Stock Variance | Stock Evaluation | **Stock Transfer** | Stock Level | Stock Movement

Source Site: Esher | Source Stock Centre: Esher | Description: metacam | Code:

Code	Description	Qty
METACAM CATTLE INJ 12X100ML	METACAM CATTLE INJ 12X100ML	10
metacaw	METACAM CHEW TAB 1MG (DOG)	159
1392	Metacam Inj 100ml La	0
testing33333	METACAM INJ 10ML 5MG/ML DOGS/CATS	-1

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Destination Site: Esher | Destination stock centre: Kates Car | Default transfer Qty: 5 | Move stock From/To Stock Centre tables

Code | Description | Batch | Qty

No Results.

Use Barcode Reader | Transfer Stock | Clear

8. At this stage a batch window will display. Use the Qty fields to specify the batch numbers used and select '**OK**' to transfer.

Batch items

Batch Code	Expiry Date	Batch Stock Level	Qty
No Batch Item		0.00	5.00
547F	10/02/2027	10.00	5

OK Cancel

9. To complete the transfer, select the '**Transfer Stock**' button.

