Inventory Module

eZee Optimus

EZEE OPTIMUS - INVENTORY MODULE

How to start with eZee Optimus inventory management

What is the use of a Storage Area?

What is the Item Category?

How to define the Purchase Units & Consumption Units?

How to create and configure the Inventory item?

What is the use of Cost & Stock ?

How to set Menu item Recipe (BOM)?

How to set BOM for the menu item from the different menu?

How to Create a Voucher Template for Inventory Transactions and operations?

What is Vendor Catalogue and what is the user of it?

How to create PO (Purchase Order)?

How to Create the GRN (Goods Receipt Note)?

How to update the Physical stock ?

How to perform Stock Adjustment or transfer stock directly?

What is Manufacturing in eZee Optimus and what is the use of it?

How to perform stock Transfer?

What is the use of a Market list in eZee Optimus Inventory management?

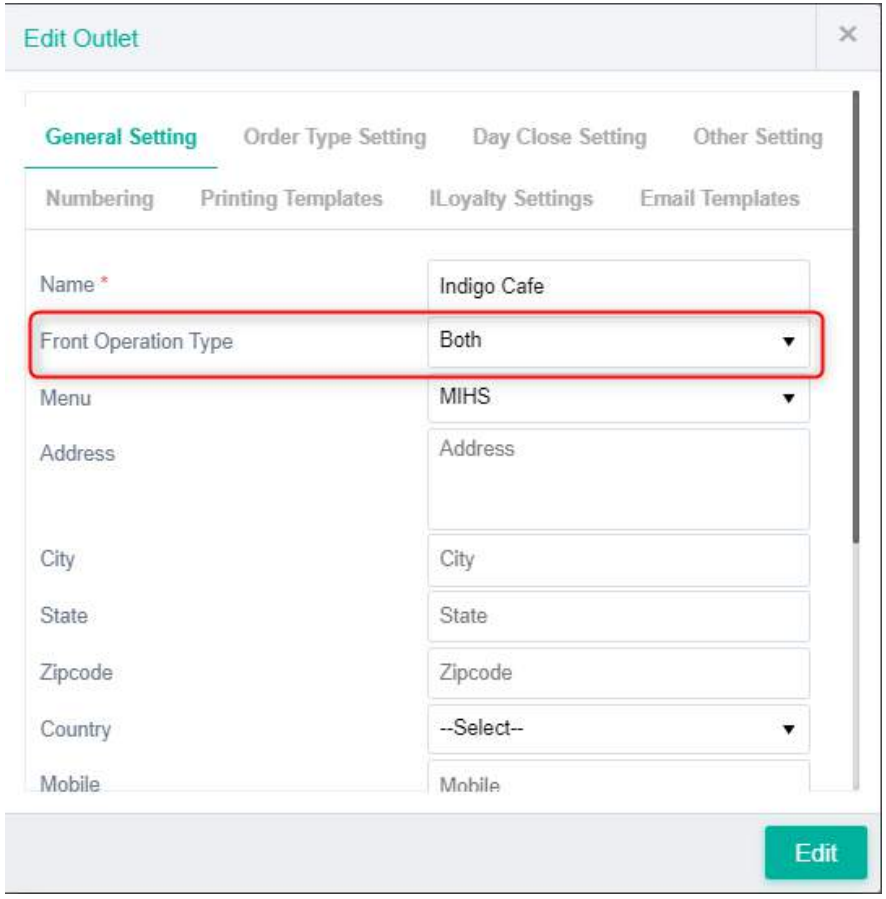
What is the Indent? What is the process of Indent in eZee Optimus?

What is the Goods Return? What is the process of Goods Return eZee Optimus?

CONFIGURATION

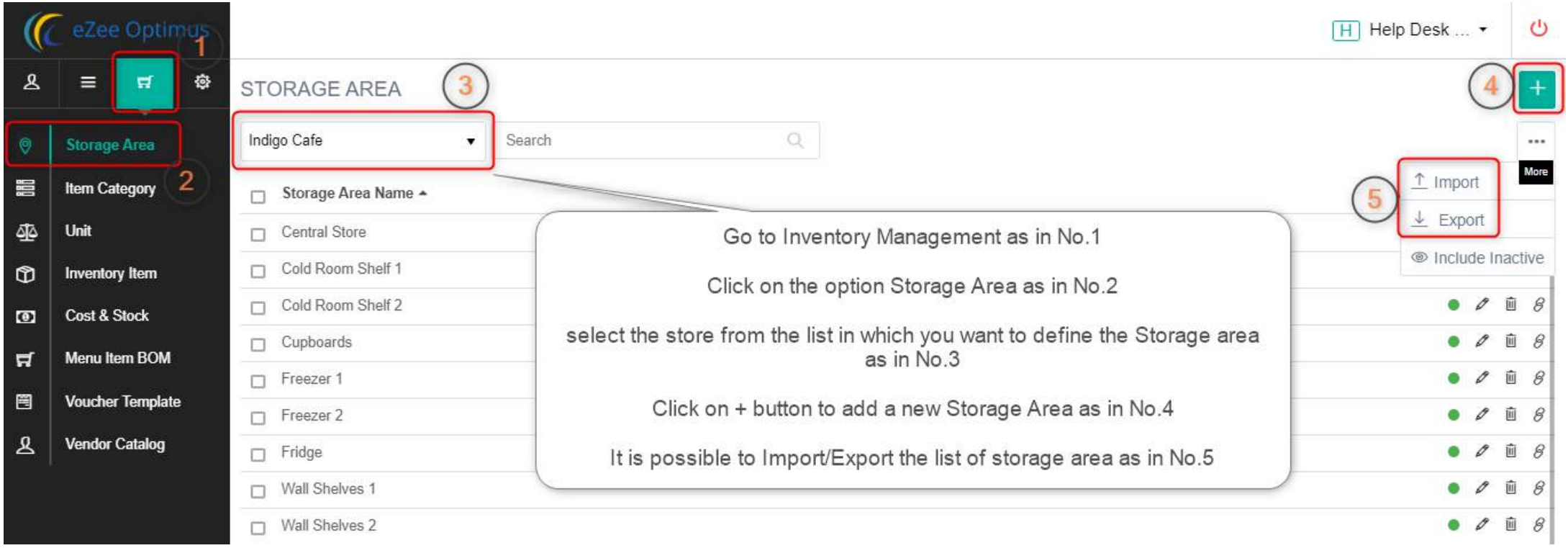
How to start with eZee Optimus inventory management

Once the inventory module is activated, The store must be created. You must have to configure the Outlet as its Front operation type "Both" then only the consumption of the store item to prepare a menu item will take place.



What is the use of a Storage Area?

Users can define the different Storage Area for each outlet (e.g Deep Fridge and Rack) and accordingly get to know where the goods are kept. Storage Area helps users at the time of Physical Stock Taking. Users can print reports based on the Storage Area and get the physical count done smoothly.

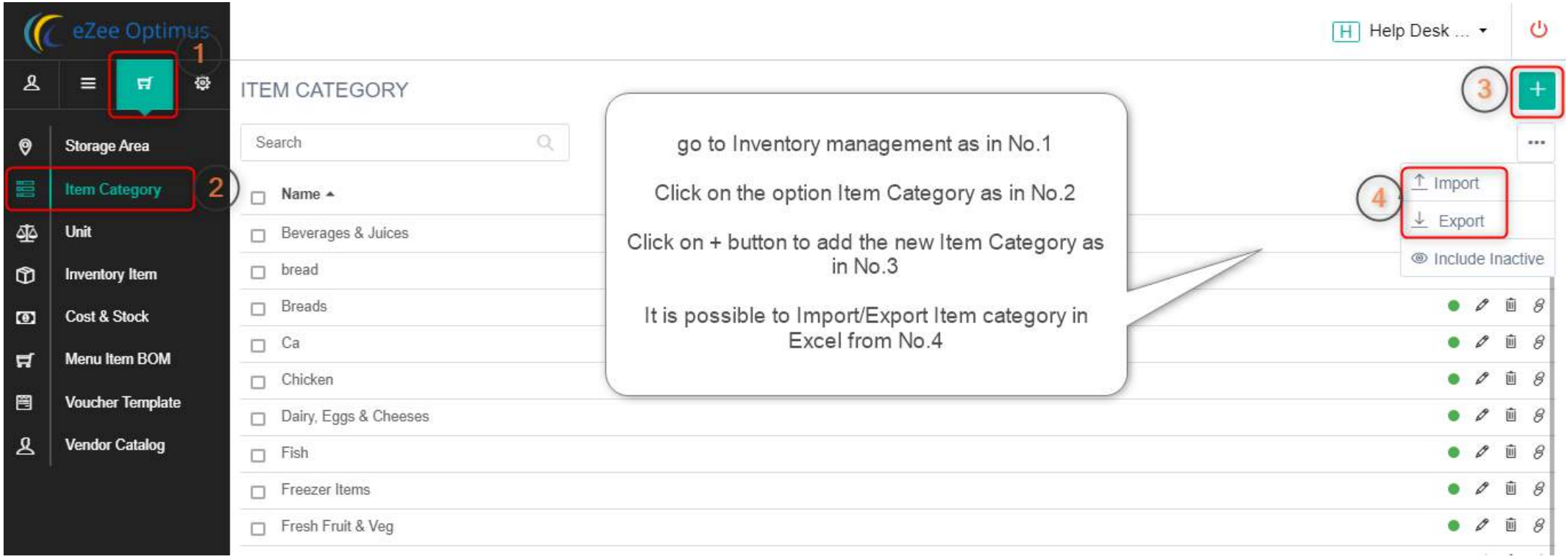


What is the Item Category?

The item category distributes the inventory item into a different section. The item category will be an item type, purchase method, or etc. (e.g -Dairy products, Freezer Items, Beverages, Spices)

This category will help the user to control data of the reports in an effective way.

Goto: Back Office > Inventory > Item Category



How to define the Purchase Units & Consumption Units?

Users can go to the unit section to create possible units which they are using for purchasing the goods from the supplier as well as to show the consumption of the ingredient items in Menu items.

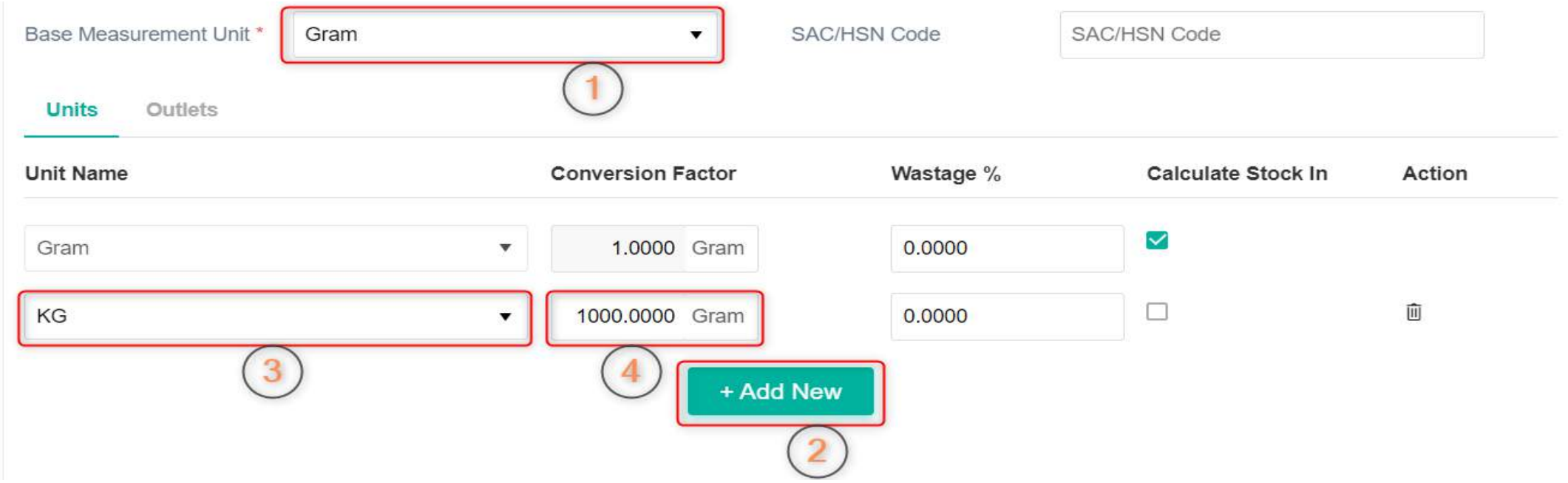
Note: Consumption unit (Recipe unit) should be the base unit. And Purchasing unit would be the secondary unit along with factorization. Lets understand with an instance.

Store item : Salt

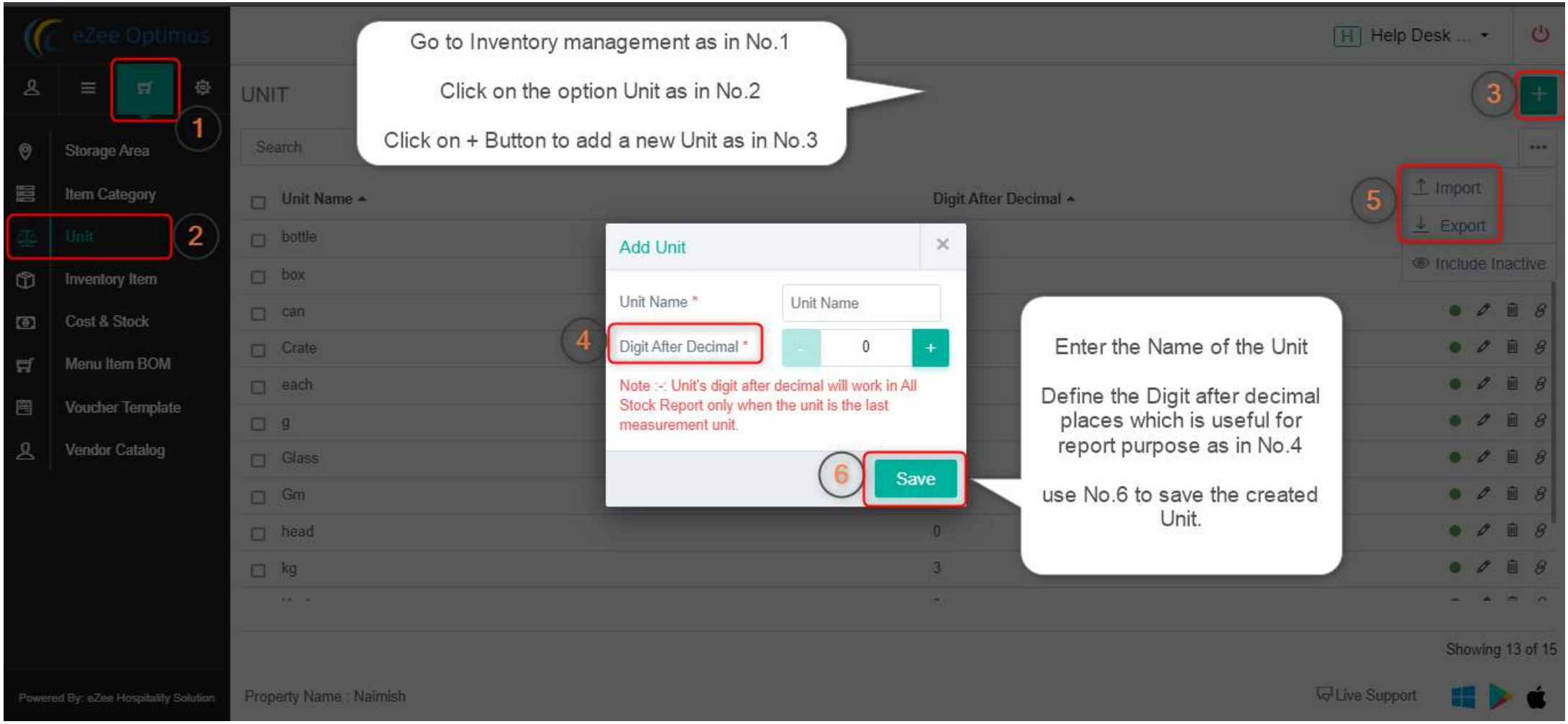
Purchase unit : KG

Consumption unit (recipe Unit) : GRM

While creating Store items, "Salt '' would be created with GRM as a base unit. And then KG with 1000 GRM (1 KG = 1000 GRM) as a secondary unit.

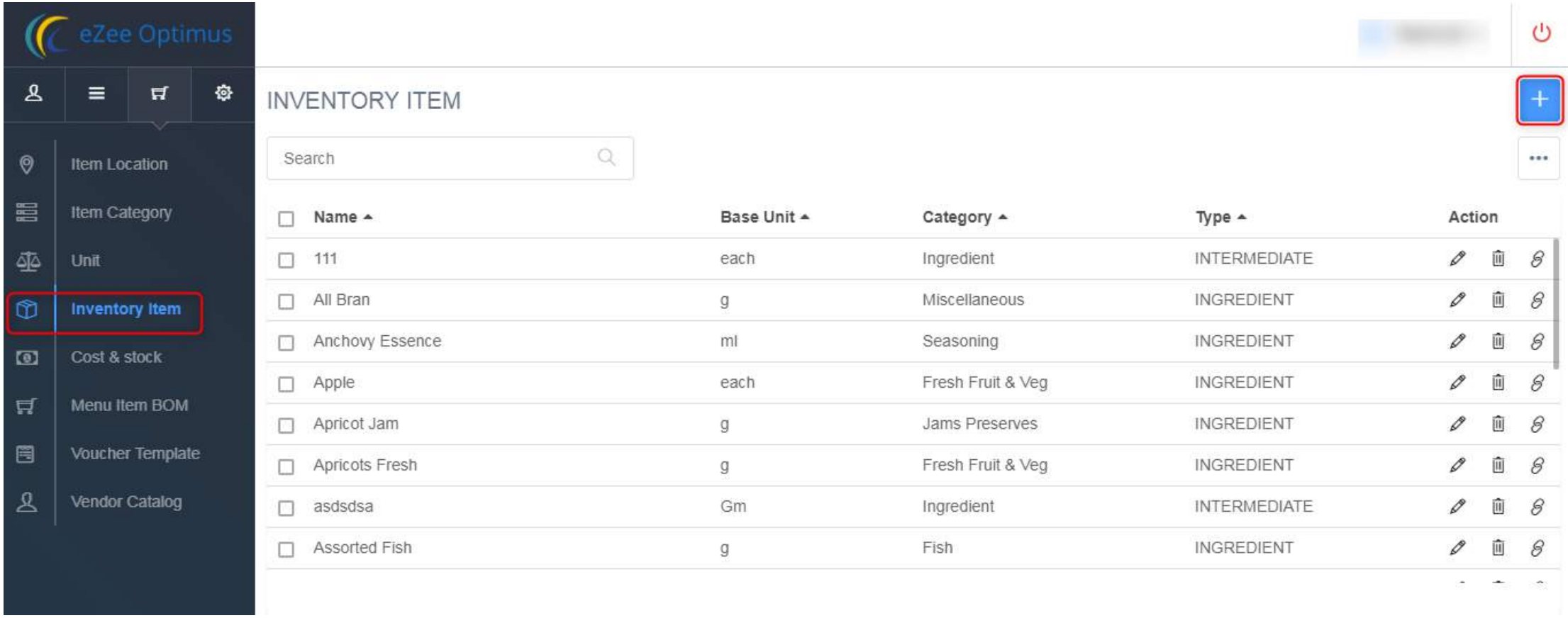


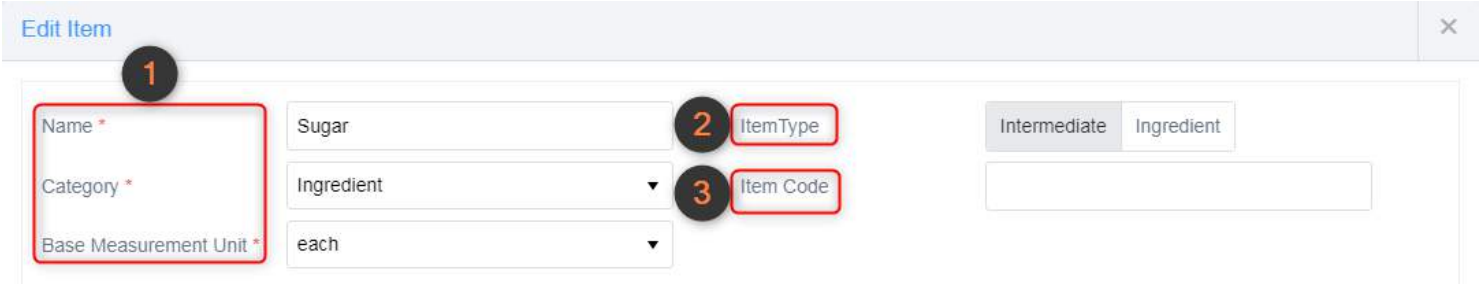
Goto: Back Office > Inventory > Unit



How to create and configure the Inventory item?

Users can click on (+) sign to Create a new Inventory item and Configure it as per the requirement.



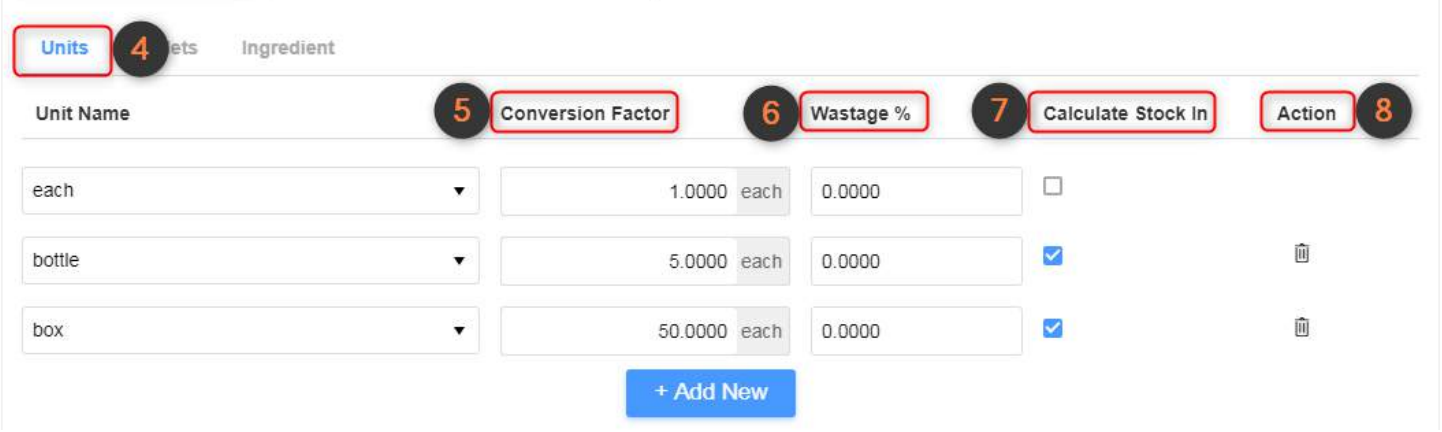


1. **Name:** Enter the name of the item which is going to be in use as a BOM of the menu item. Select the category of the item which is created. And, Select the base measurement unit (A unit in which item is going to get consumed with the menu item and it should be a smallest unit (e.g - gm, ml. Pcs etc)
2. **Item Type -** Gives the clarity to the user that the created item is an ingredient or an intermediate.

   Intermediate - Such items can be produced in the kitchen with the help of the other ingredients. (e.g - Sauces, Different Types of syrups for soft drinks, gravy for the main course dishes etc.)

   Ingredient - Such item is directly going to be in use to prepare a menu item and which is ready made.

3. **Item Code-**If a user wants to access the inventory items through its code (to search items or order the item with the help of code and not with name), then the user can enter the unique code to each of the inventory items added.



4. **Units** - This is the very essential part while configuring the inventory item. Users can define the base unit(Smallest Unit) in which they are going to use that store item and whose factor will always be 1.
5. **Conversion Factor**:Users can define multiple units to show the consumption of the items accordingly as mentioned in the above screenshot.

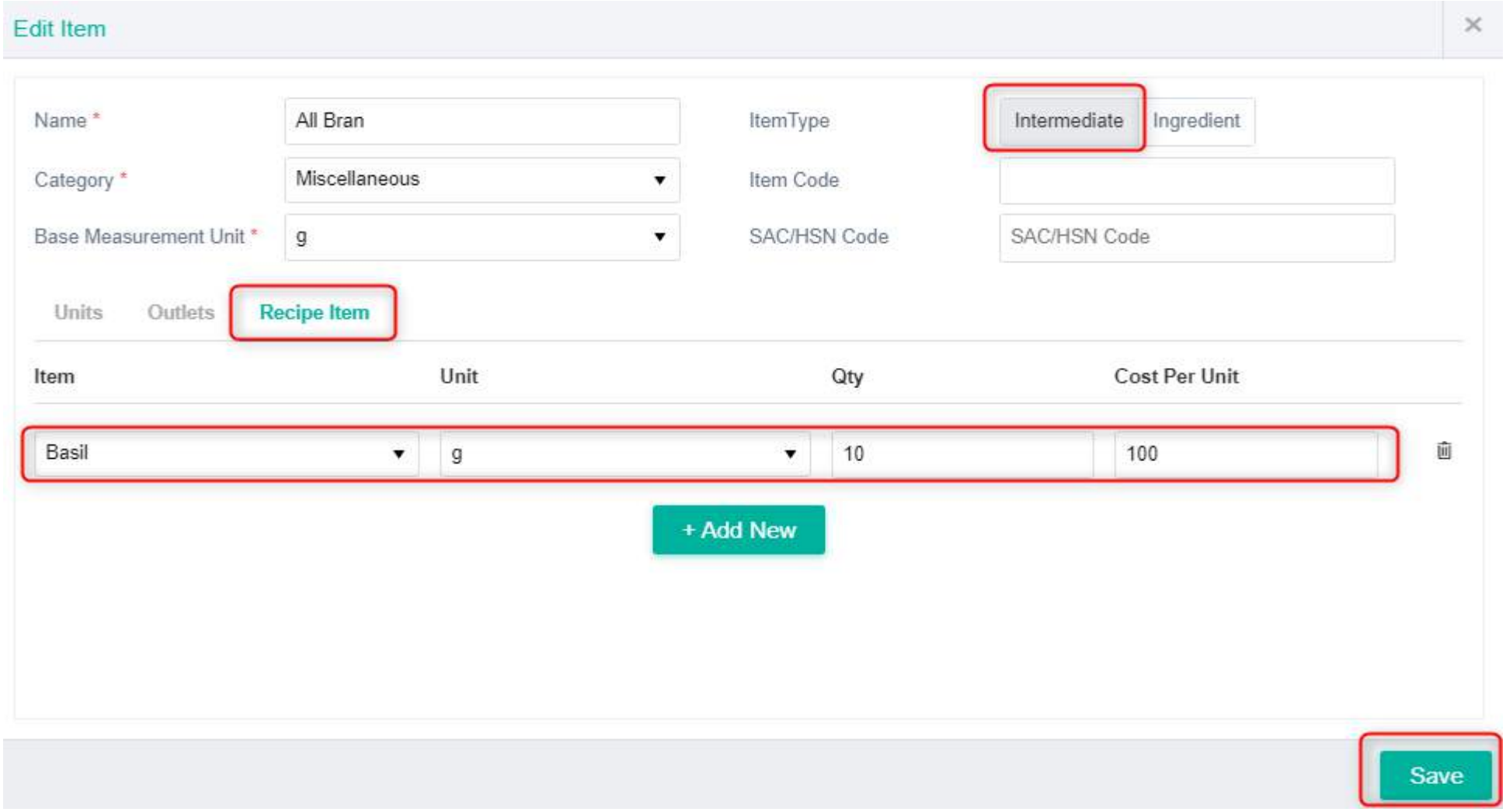
   (e.g - consumption unit is ml, and purchase unit is bottle and box. The factor of bottle will be 750 and Box which consist of 10 bottles (750 ml x 10 Bottles = 7500 ml) in 1 Box factore will be a 7500)

   user Can click on Unit name and can change the unit as well in which consumption needs to be done.

6. **Wastage %** - There are many goods or grocery items which are received in exact quantity(e.g - 1 KG) but in use exactly how much it is received as it gets wastage when gets chopped (can be in use only 0.8 KG out of 1 KG and rest gets wastage) for such items, user can define the direct wastage in the given field and stock of that item will be updated accordingly.
7. **Calculate stock In** - User check marks the unit in which total stock quantity needs to be calculated. Users can select one or more units based on how they want to show final stock onm reports.
8. **Action** - User can take action on the Created units as can delete the same when unit is not in use or configured wrongly

9. **Outlet Name -**User can need to select the Outlet Name in which the items will be activated and in use.
10. **Min.Qty** - User can enter the min.qty of stock of that item so that when it reaches to that qty system will alert (Not Mandatory).
11. **Max.Qty** - User can enter the Max.qty of stock of that item so that system will not allow the exceed that limit (Not Mandatory).

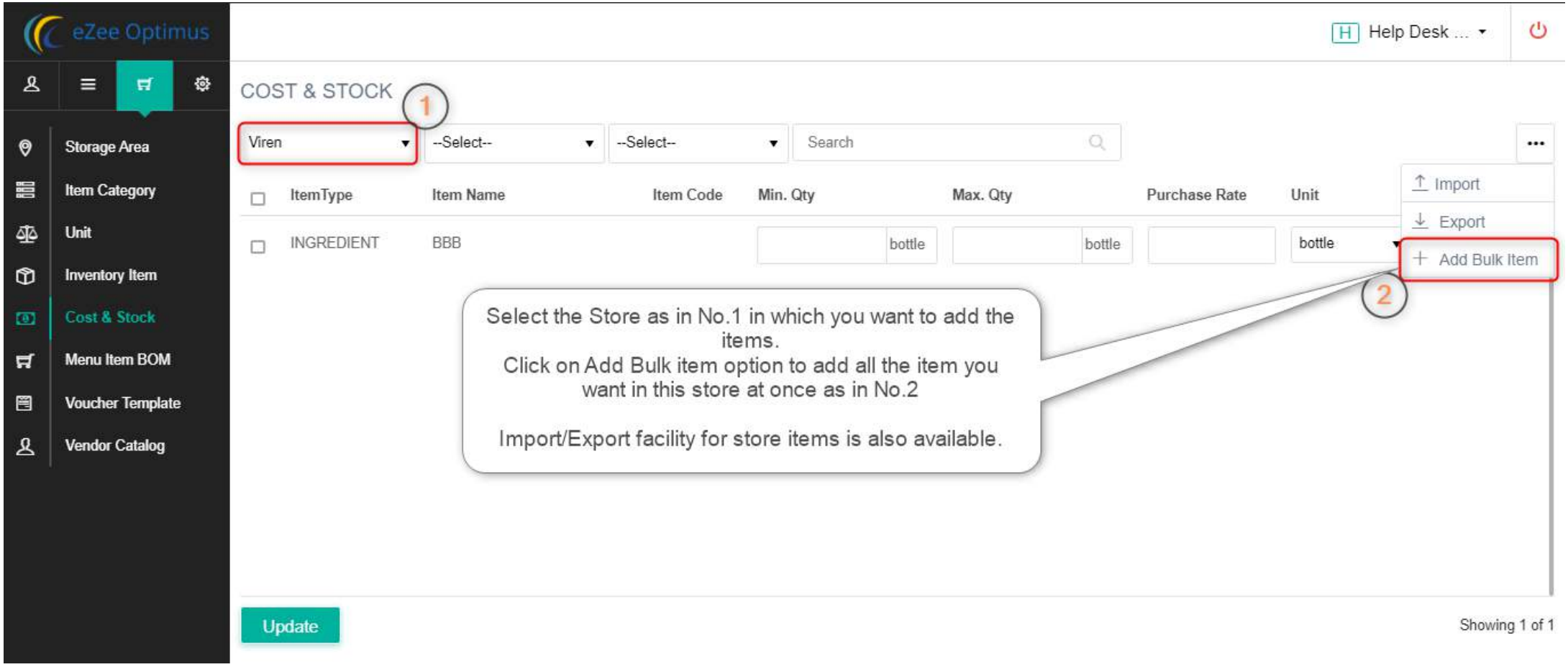
12. **Purchase Rate** - User can enter the purchase rate of the item in which goods are received from the supplier.Last Rate - When a user purchases the same item with Different rate and saves it, That new purchase rate will be updated under the last Rate when purchasing the item another time.
13. **Supplier -** Select the preferred Vendor/Company Name from which goods will be purchased.
14. **Tax Group** - Select the Tax group which the user wants to apply on the purchased goods.
15. **Location -** Selection the location of the Inventory item where it is kept.

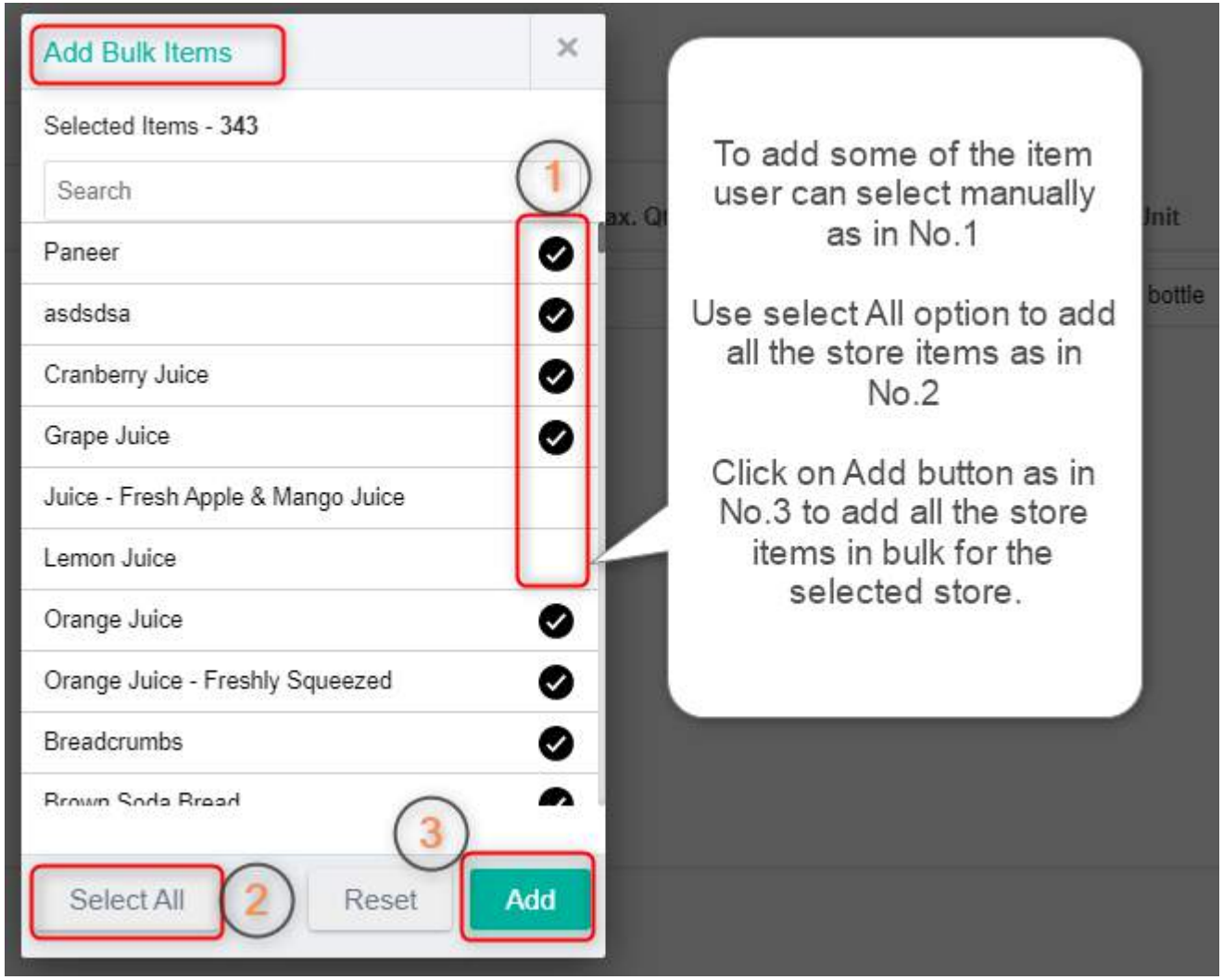


16. **Ingredients** - When the inventory item is an intermediate item, and if it will be manufactured within the kitchen with the help of other ingredient items then the user can set those items under ingredients with respective quantity and unit cost.

What is the use of Cost & Stock ?

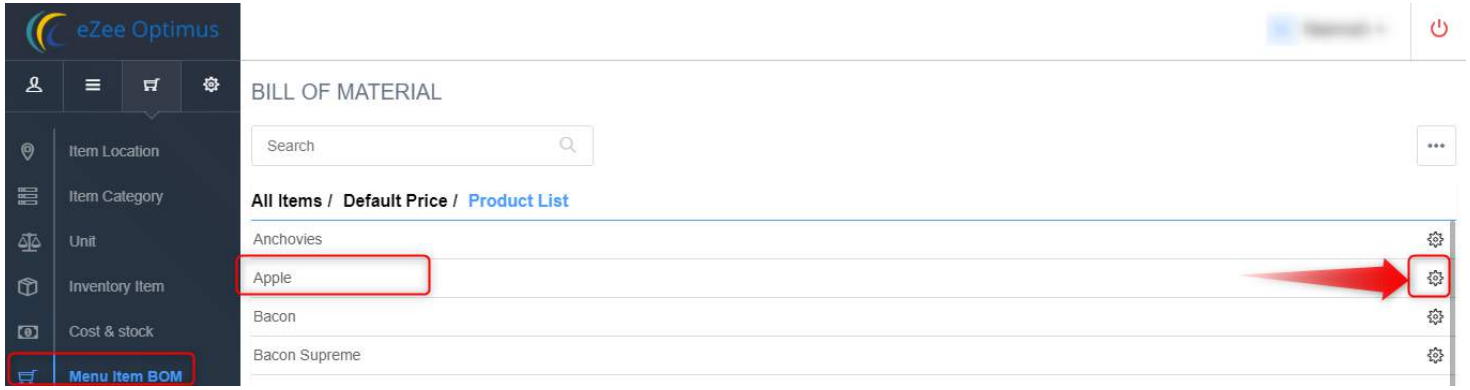
Users can search inventory item by outlet wise, or item type wise, or category wise, or can directly use keywords to search the item and update the cost data for respective item in Bulk.



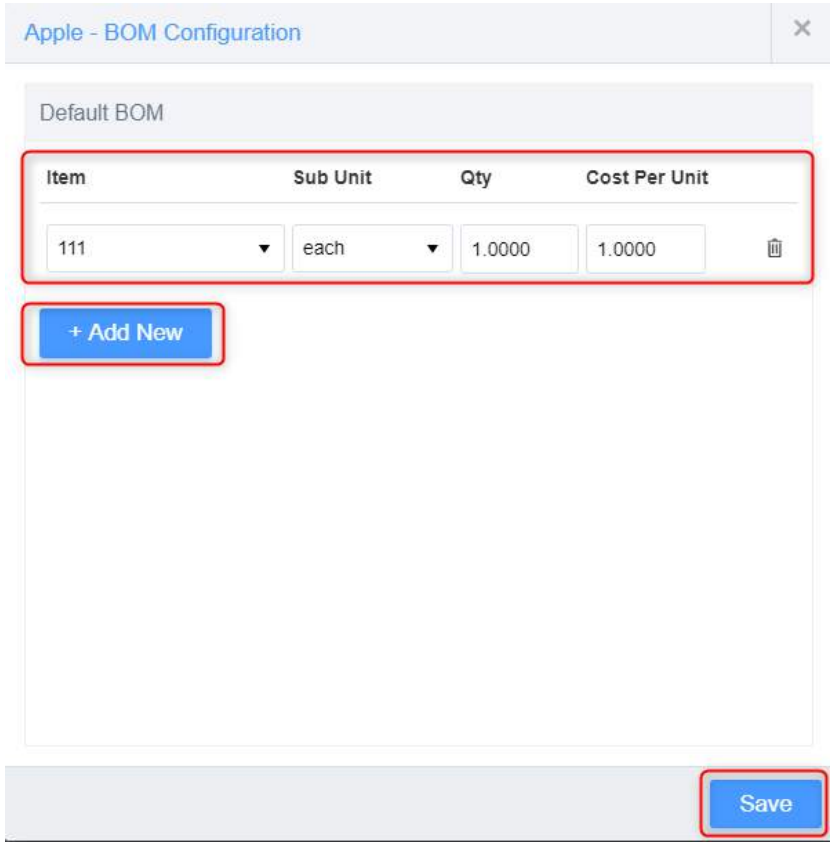

Add Bulk Items
Selected Items - 343
Search
Paneer
asdsdsa
Cranberry Juice
Grape Juice
Juice - Fresh Apple & Mango Juice
Lemon Juice
Orange Juice
Orange Juice - Freshly Squeezed
Breadcrumbs
Select All
Reset
Add
1
2
3
To add some of the item user can select manually as in No.1
Use select All option to add all the store items as in No.2
Click on Add button as in No.3 to add all the store items in bulk for the selected store.

How to set Menu item Recipe (BOM)?

In order to add the BOM (Bill Of Material- Costing) of the Menu item, users can either select that item by giving a click All Items, or can select the item from the respective menu list as per the above shared screen.



Users can select the respective item and click on the setting button to add the BOM.

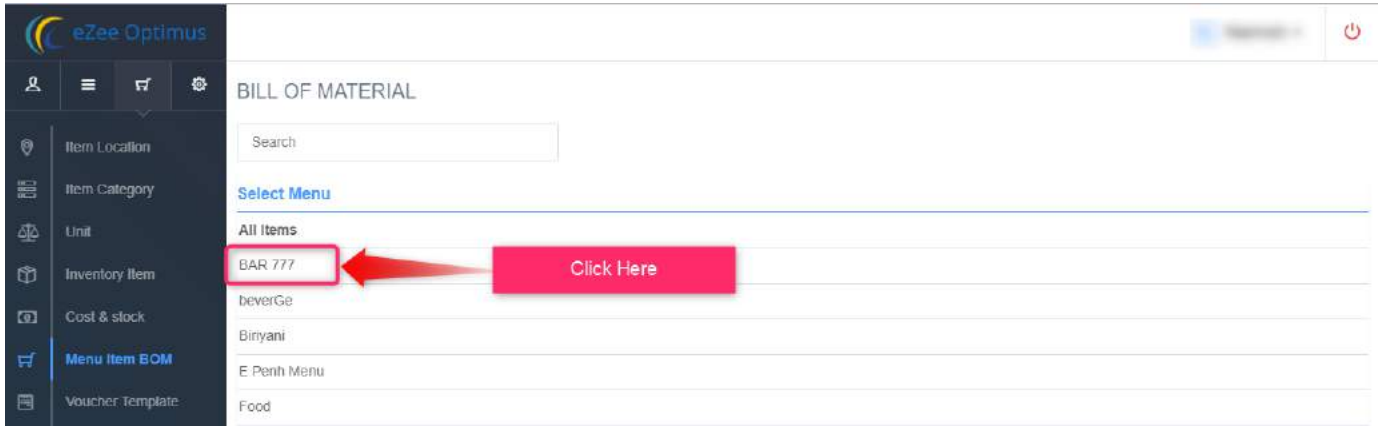


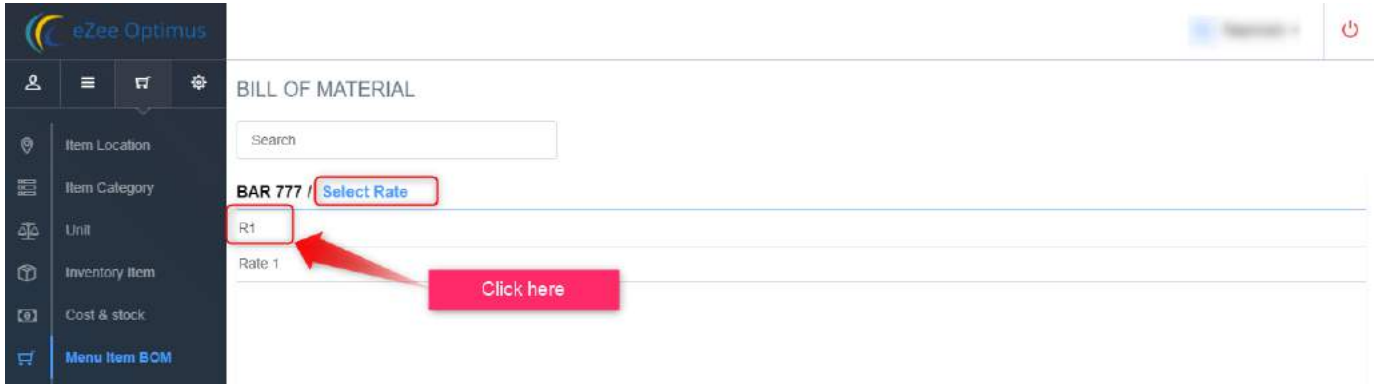
Click on (+Add Item) button to add the BOM of the menu item. Users can select the multiple items from this window based on the consumption for the menu item that needs to be set and then click on the SAVE button.

The stock will be consumed automatically only when we have set the BOM for the respective menu item.

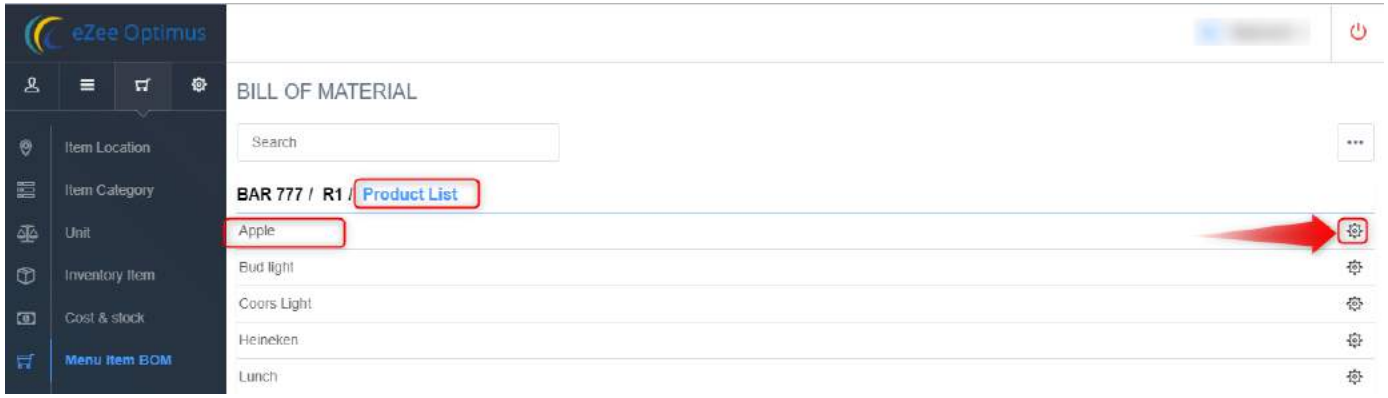
This consumption takes place based on the quantity and unit set under that menu item which is going to get consumed upon selling the Menu item from the outlet.

How to set BOM for the menu item from the different menu?

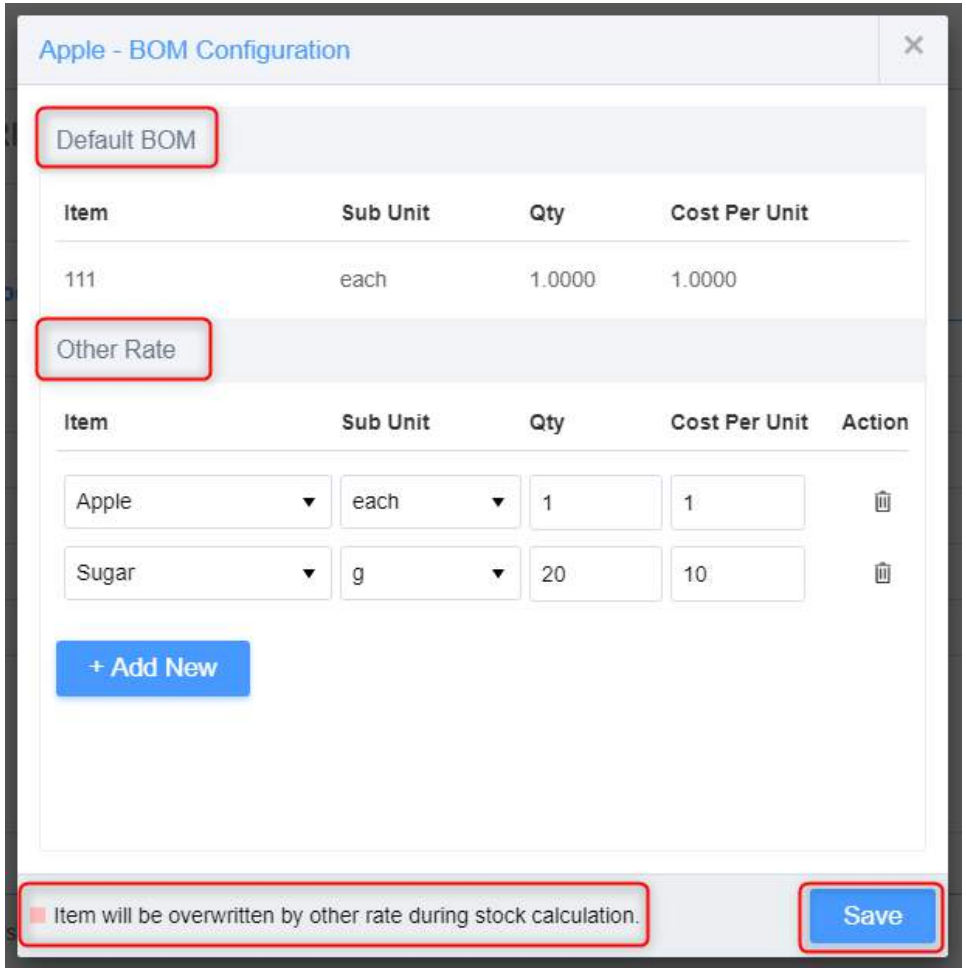




Users can select the rate from which one can select the item which will be set as BOM for the menu item.



Users will select the item from the Product list on which BOM will be set.

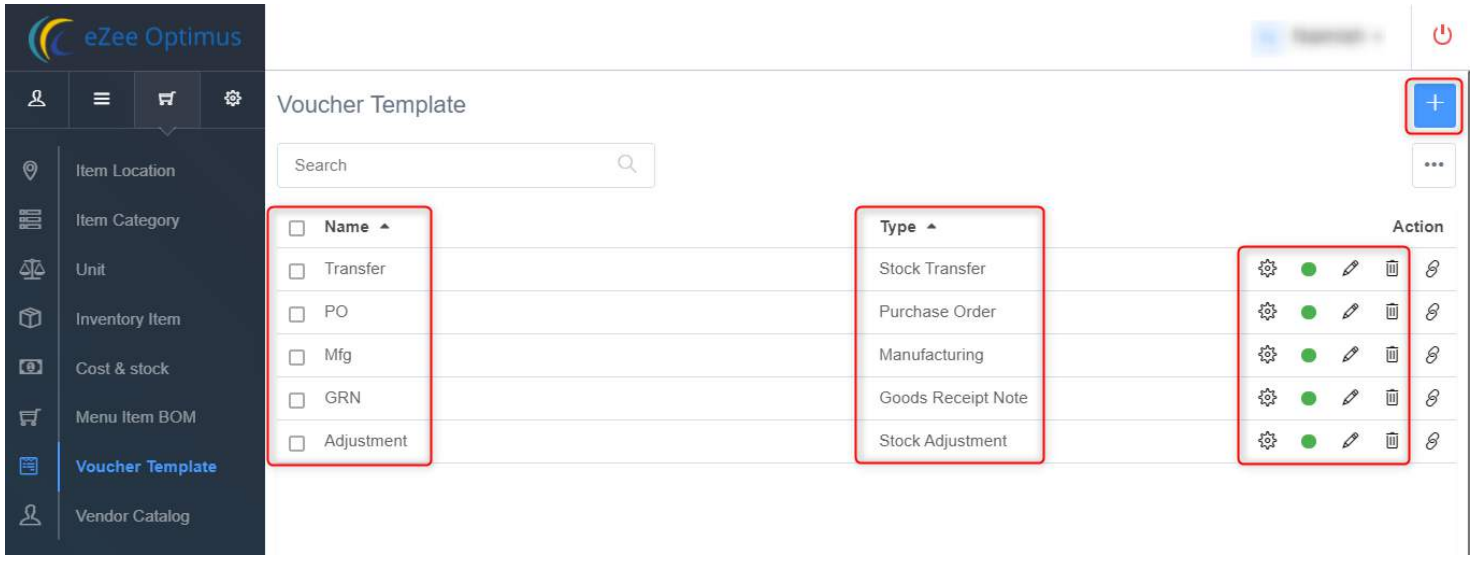


The default BOM is already set for the menu item, And for the respective menu list as well, users can set the BOM. When that item will be sold from the respective menu, at that time the consumption of the item will be as per the other other rate and not from the default set BOM.

Here user need to keep in mind that, At the time of stock calculation the item will be overwritten by the other Rate. Which means the stock calculation will be based on the other set BOM and not as per the default set BOM.

Click on the **SAVE** button to update the changes made.

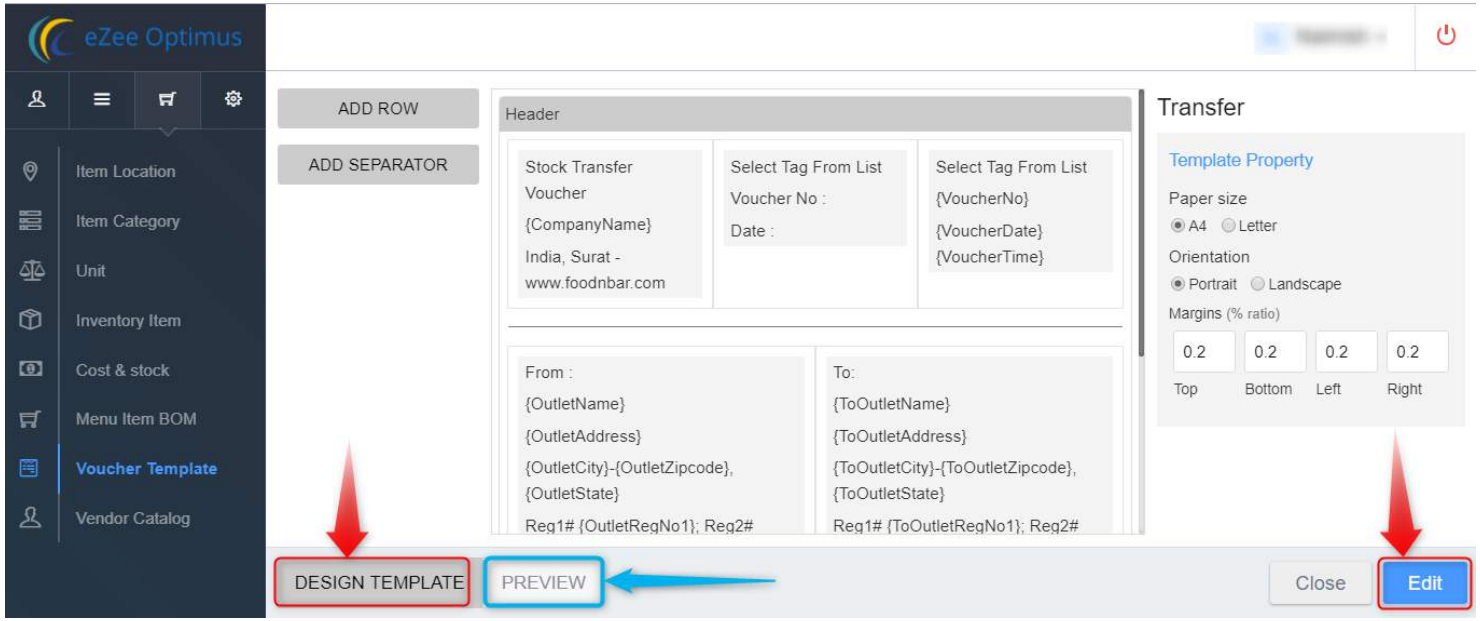
How to Create a Voucher template for Inventory Transactions and operations?



In order to add the new voucher template, users can click on (+) Button where they can select the type and give the name of the respective voucher template and SAVE it. According to the created voucher templates, It will print the details for the mentioned vouchers.

User can perform different actions on the created template such as:

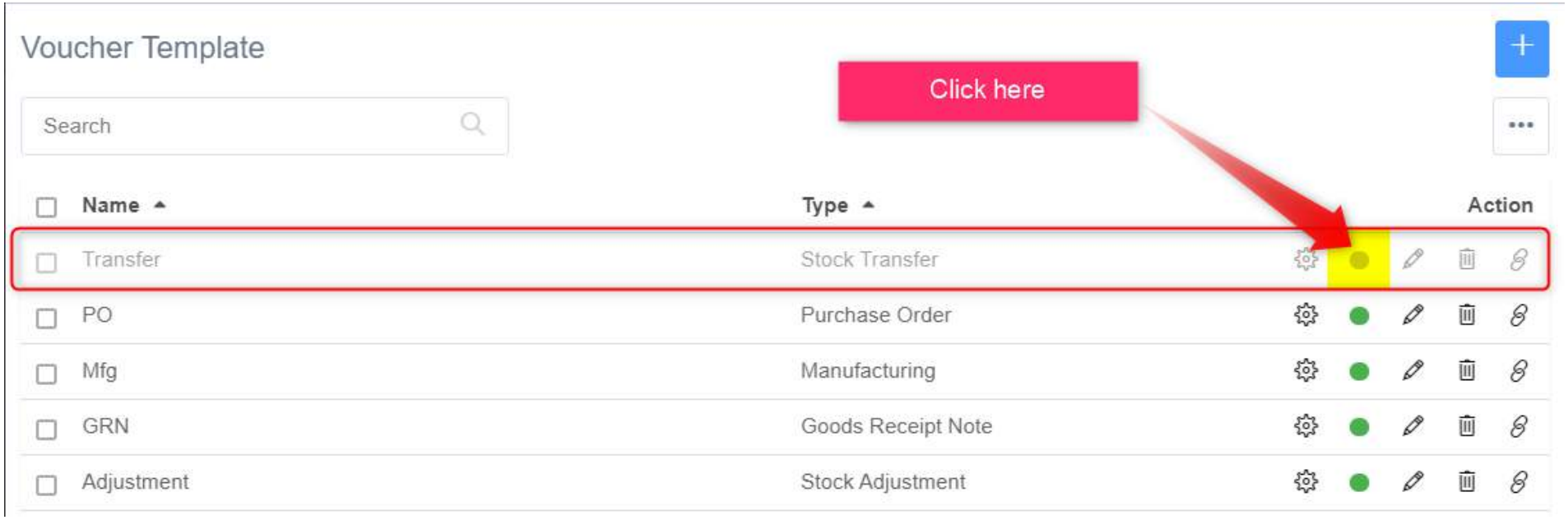
Configure the template by giving a click on configuration button



When a user creates a new template, there will be a default format ready to use but if in case the user wants to make some changes in the same, then can design it as per the above screen.

Users can design the template as per the necessary field requirements and can preview the same. After the design Click on Edit button to save the changes made in design.

Users can Inactive the Voucher template if it is not in use anymore. Users can again reactivate the same in future if they want to use the same again by giving a click as mentioned in the screen below and go to the Inactive voucher template list.

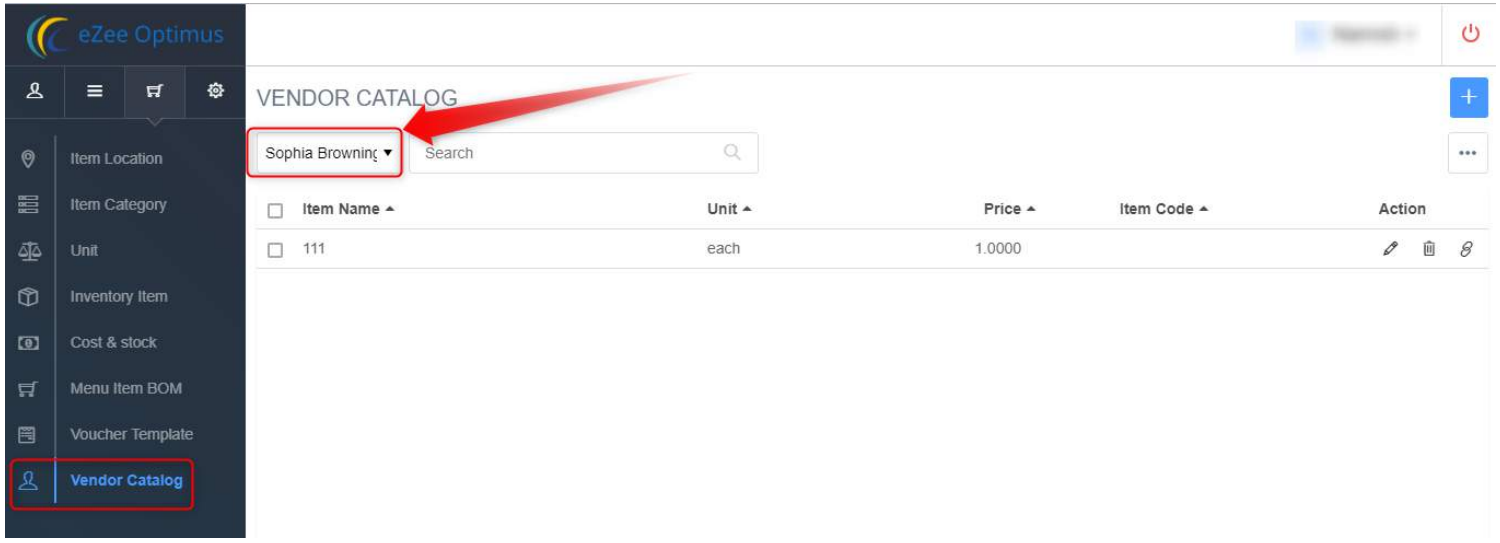


Users can Edit the Voucher template if they want to change the name of it.

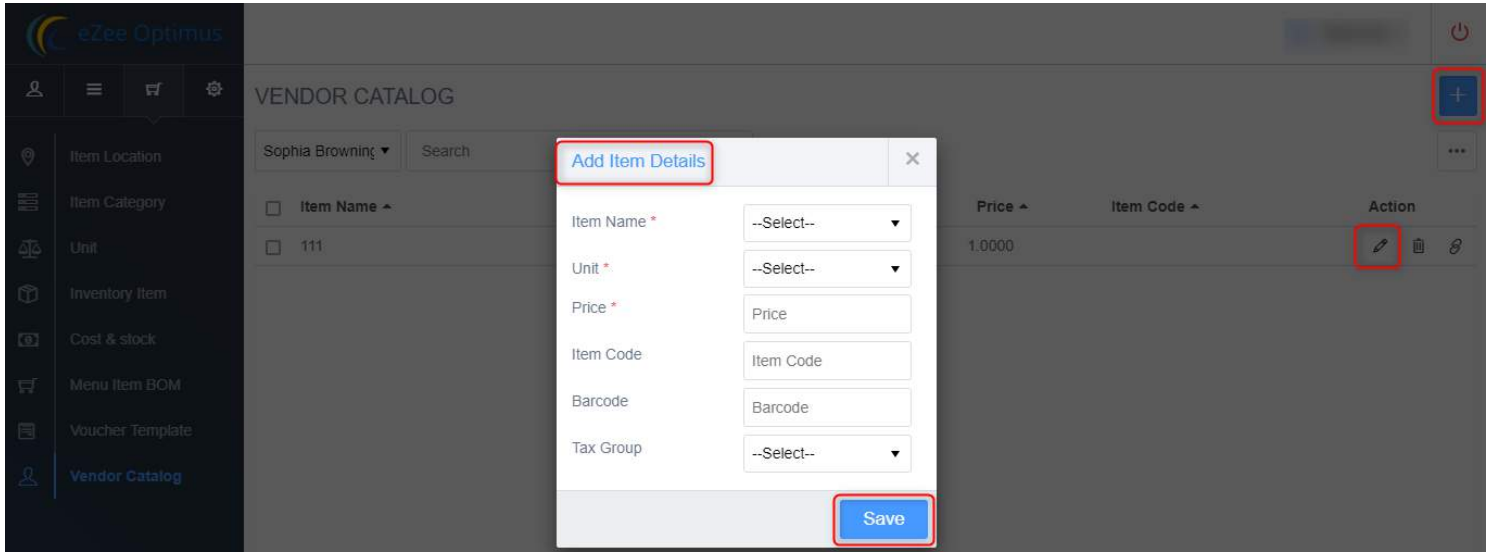
Users can delete the Voucher template if it is not in use anymore, not even in future.

What is Vendor Catalogue and what is the user of it?

Users can search vendor/ Supplier wise the ingredient item as in from which vendor which items or goods are purchased. This list included the unit of the purchased item and its purchase price.



Users can edit any of the items or can Add the new item as well under respective vendor/ supplier as shown in the screen below.

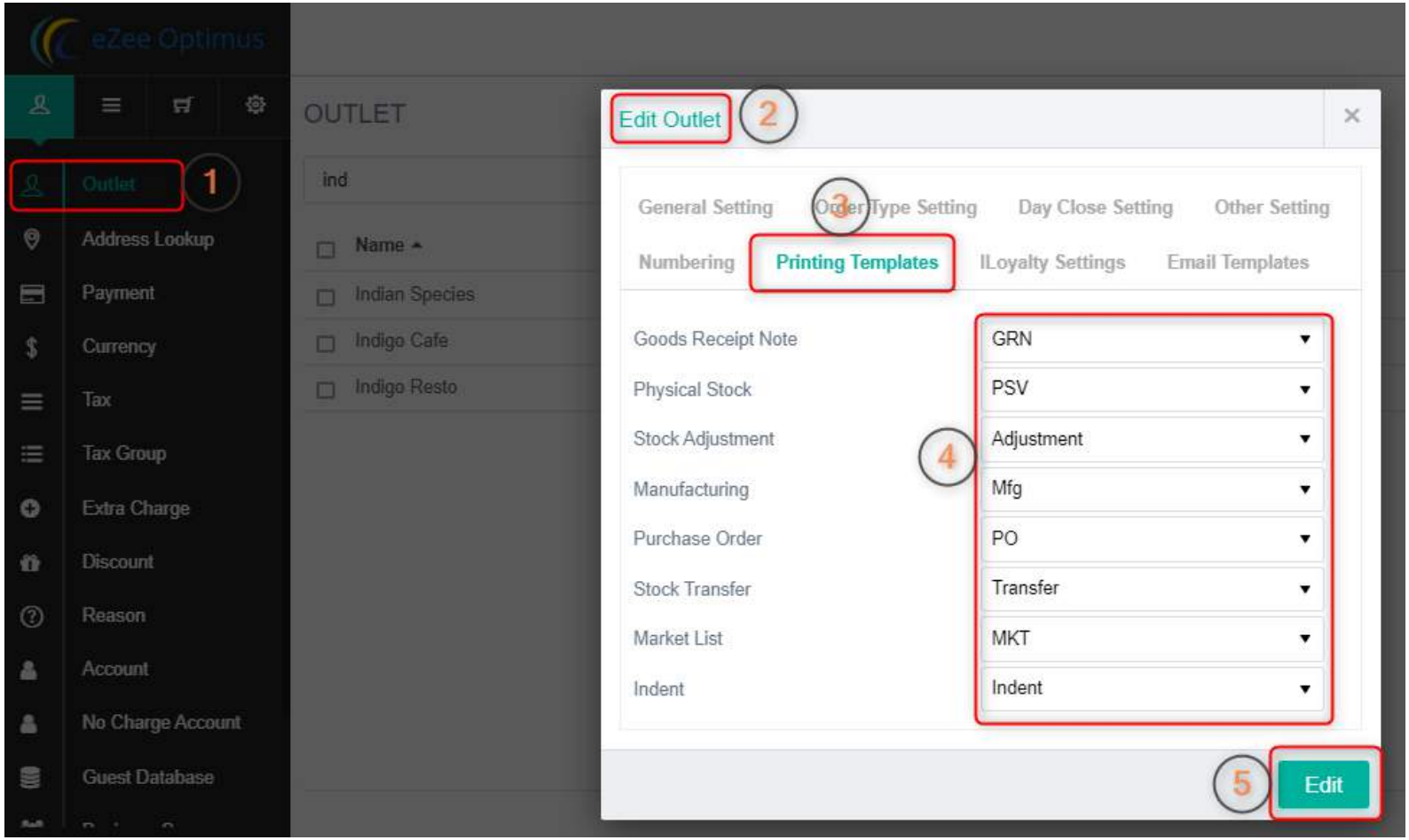


Vendor Catalog will give the user a list of all the items with minimum purchase value and accordingly the user can raise the purchase Order with those items.

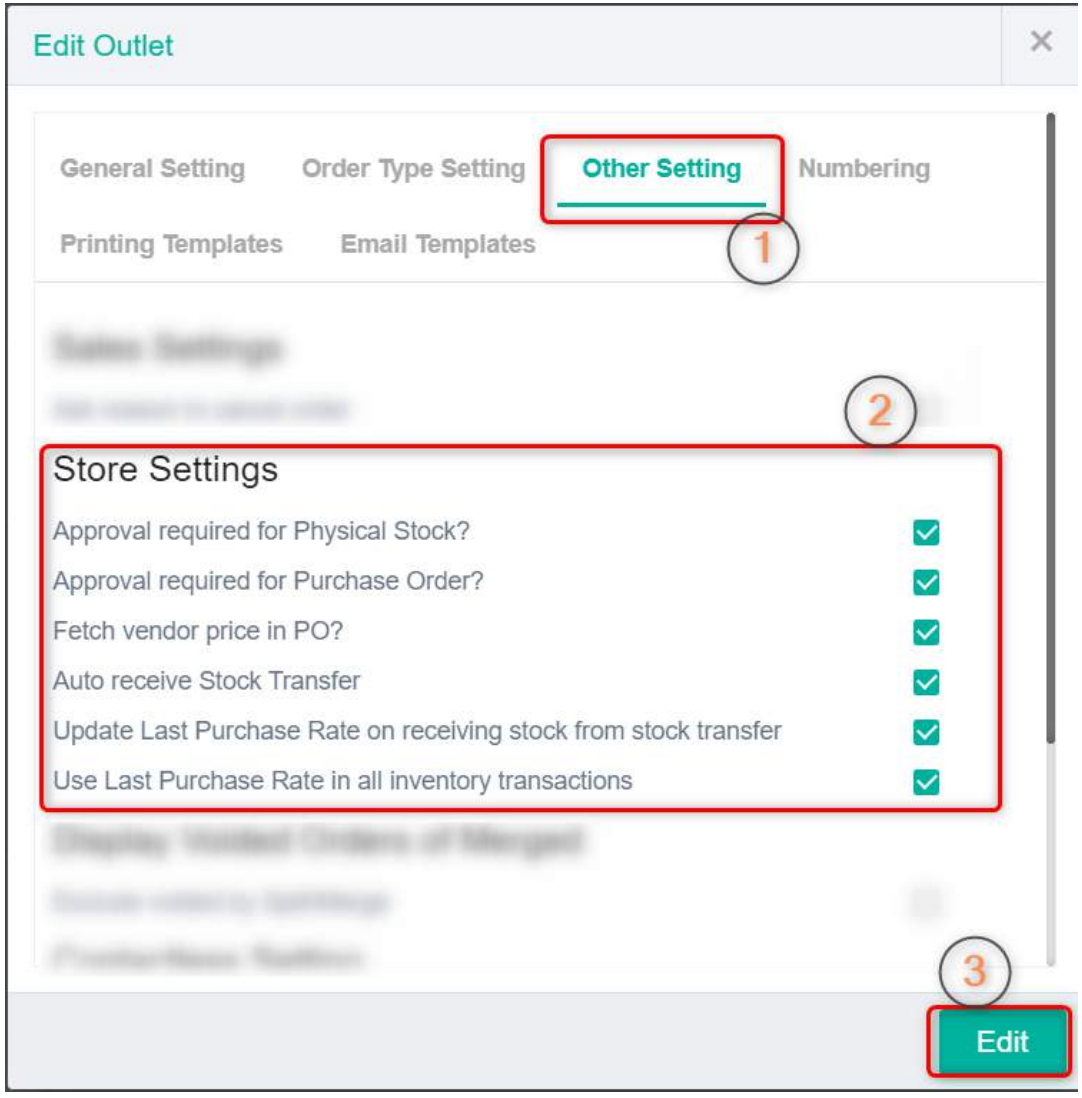
INVENTORY TRANSACTIONS

This includes all the transaction and stock update related operations that need to be performed by the respective user. Users need to switch to the front end side of the eZee optimus to proceed with further operations.

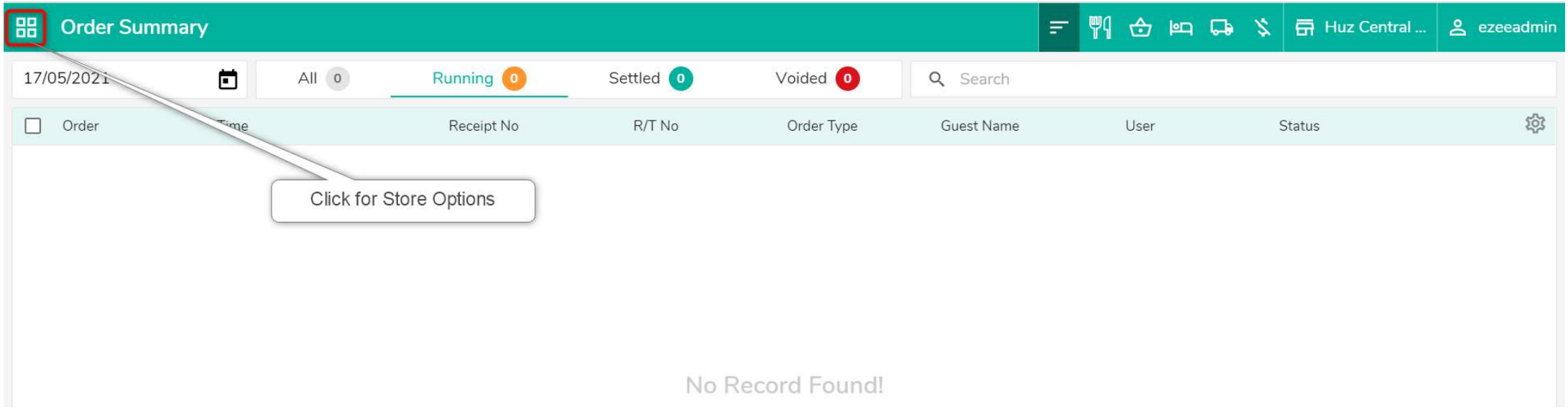
Make sure all the templates are created and mapped in the store to perform the store operations.



Some settings are mentioned in the configuration which the Back office manager will decide which includes Approvals of Physical stock, PO, Vendor price in PO, Auto receive of stock, Update purchase rate on receiving the stock from stock transfer.

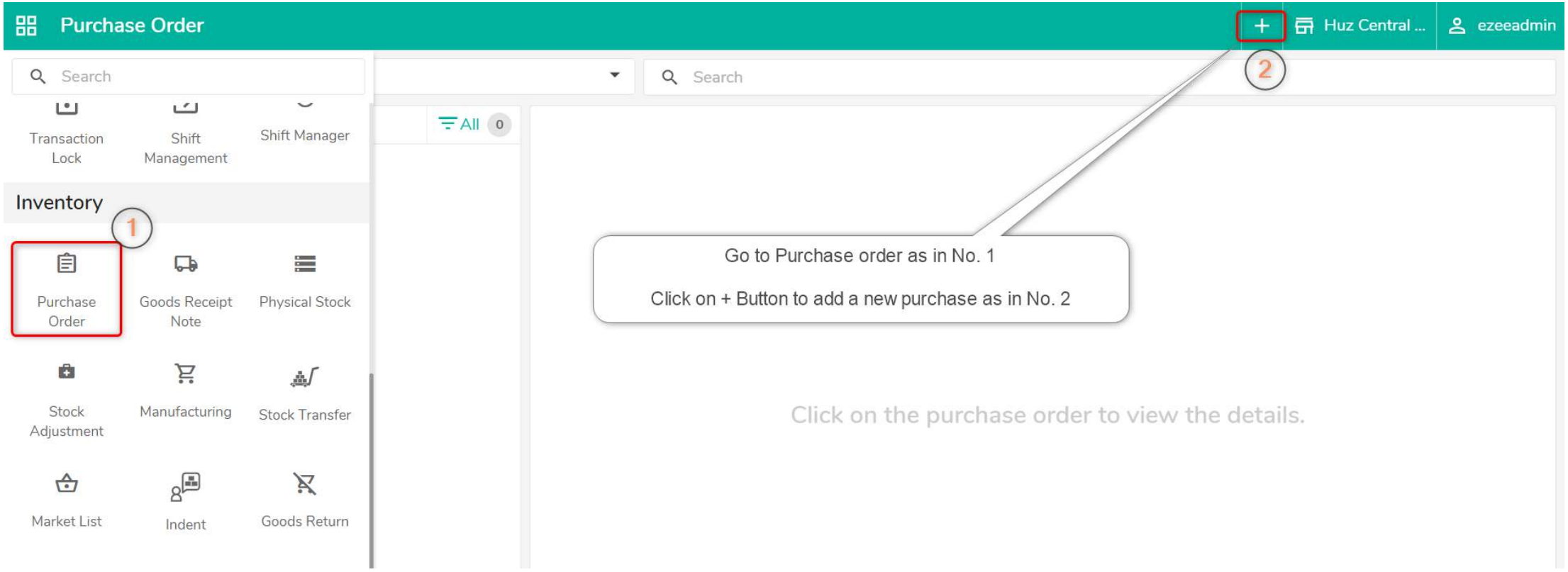


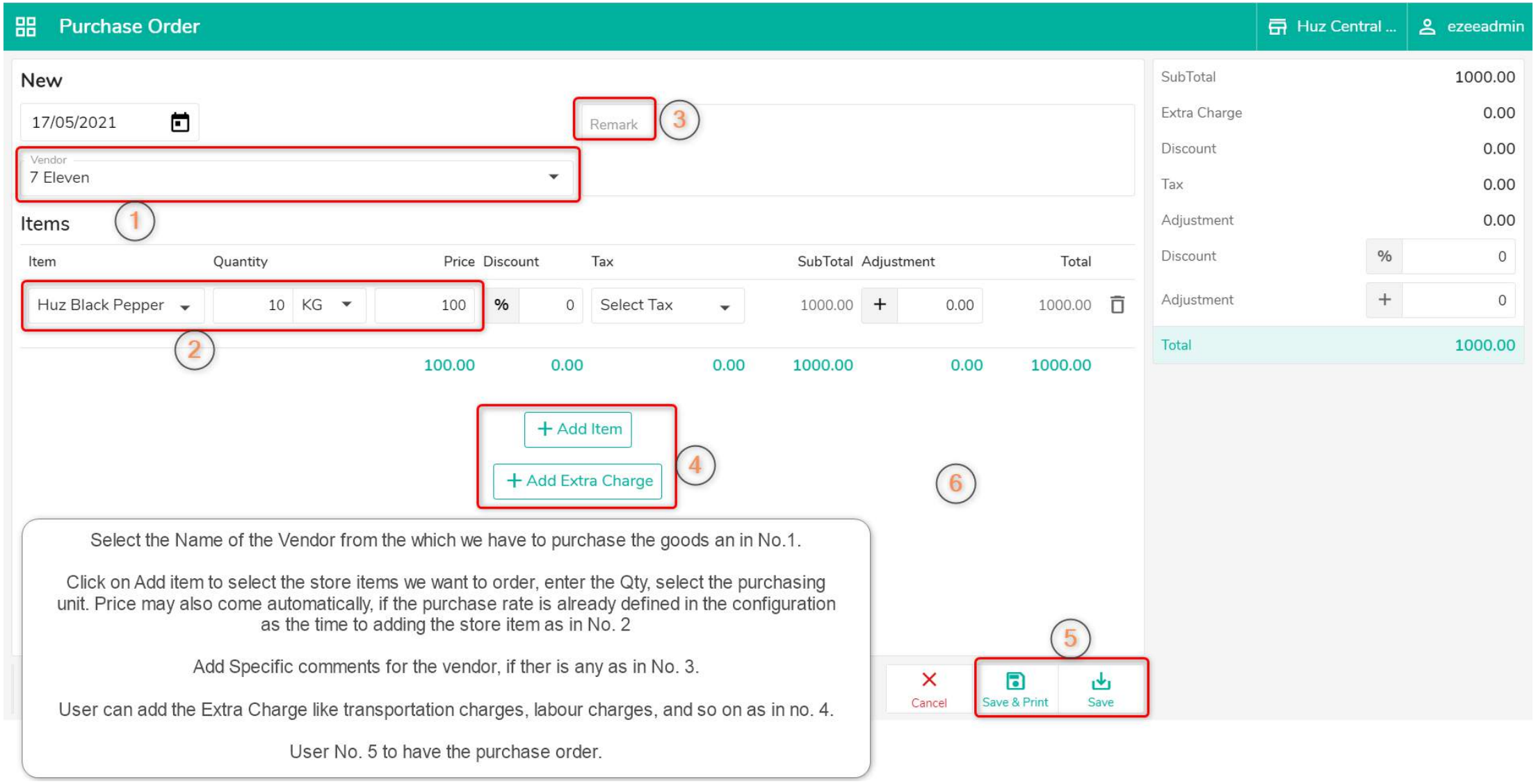
Use the toggle button to switch between the Inventory and stock management operations and POS operations if the outlet type is created as “Both”.



How to create PO (Purchase Order)?

When goods are required to prepare the different menu items, the Respective user will raise a request with the list of all the items with its required quantity to the Vendor/Supplier called a PO (Purchase Order).





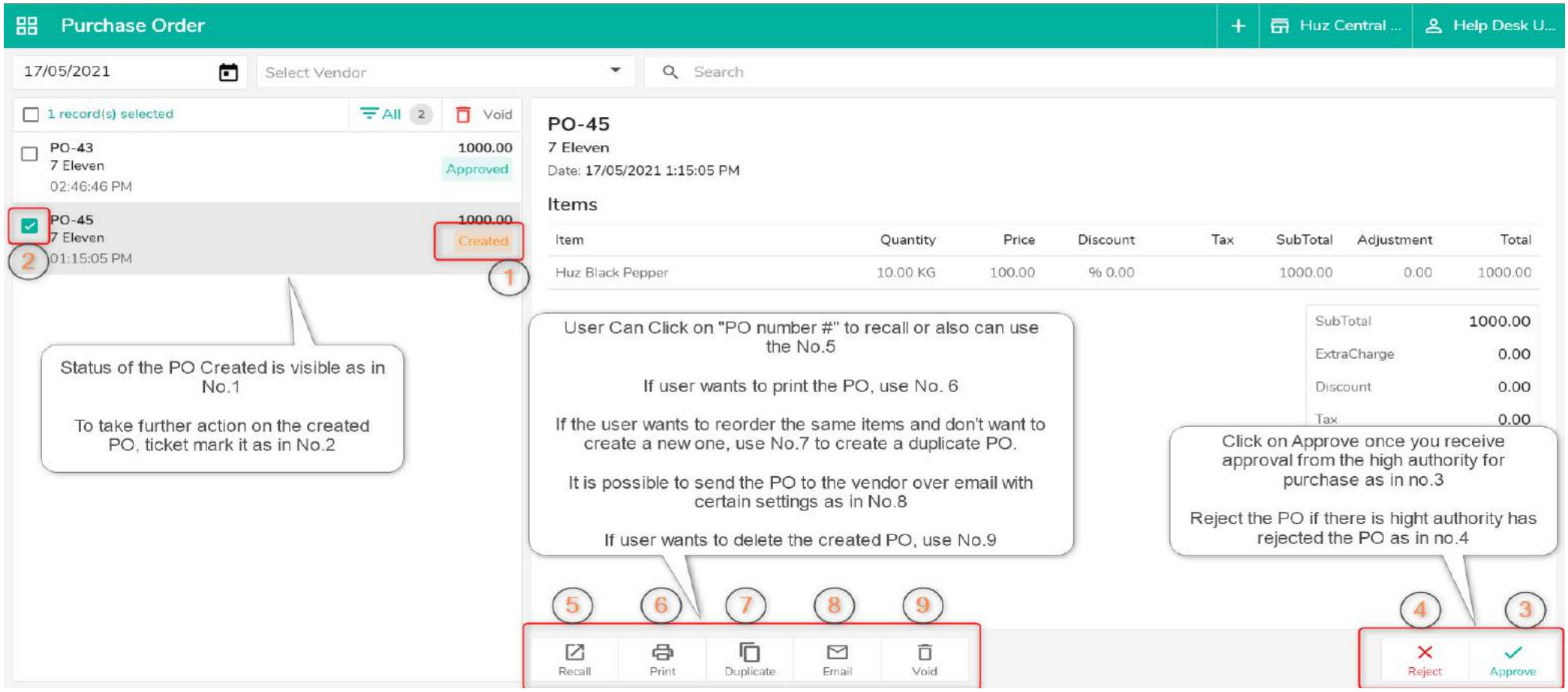
The Current stock of the item is Zero as you can see the Report below which is “Item Stock ledger” Report.

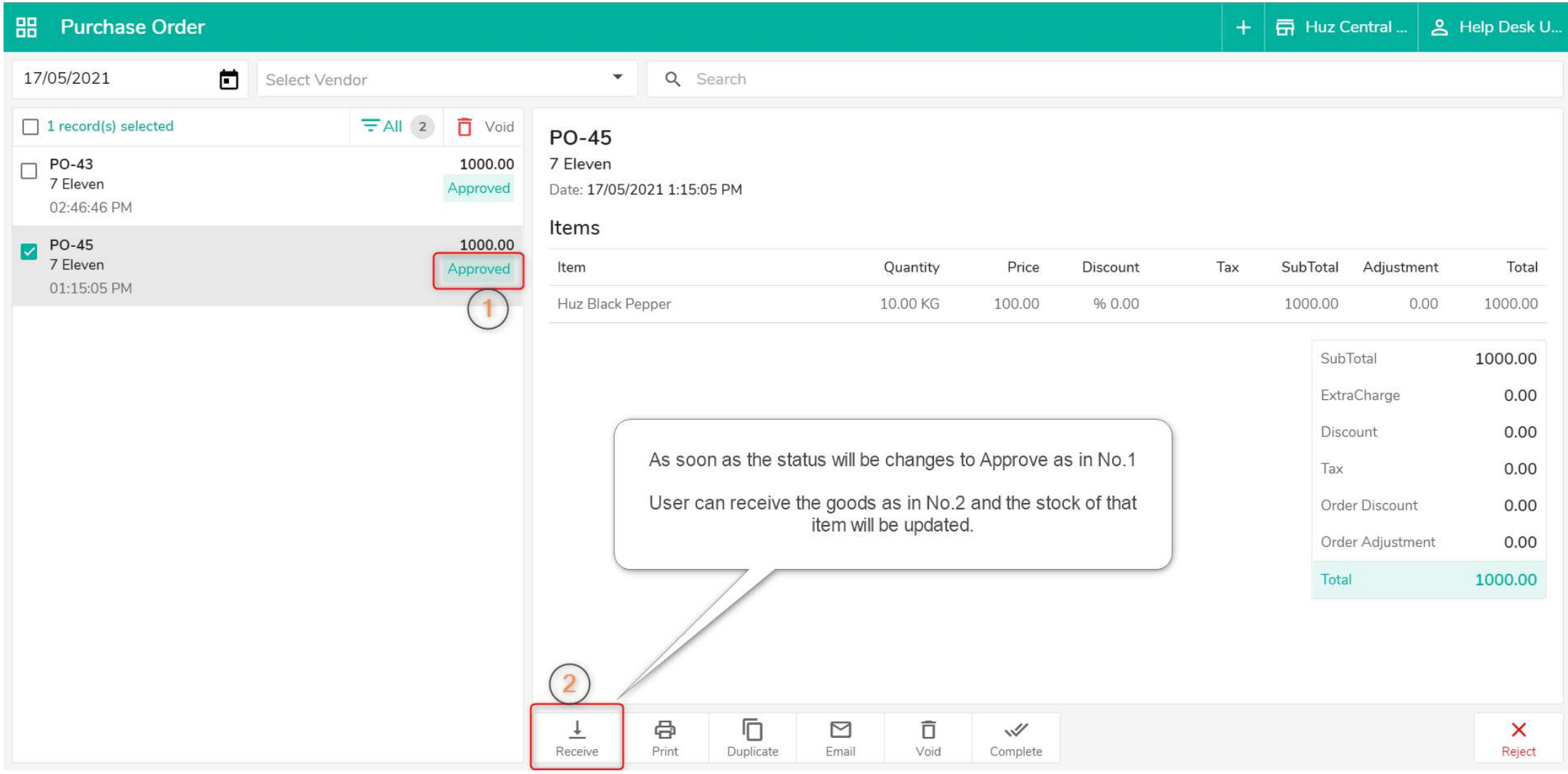
eZee Cafe

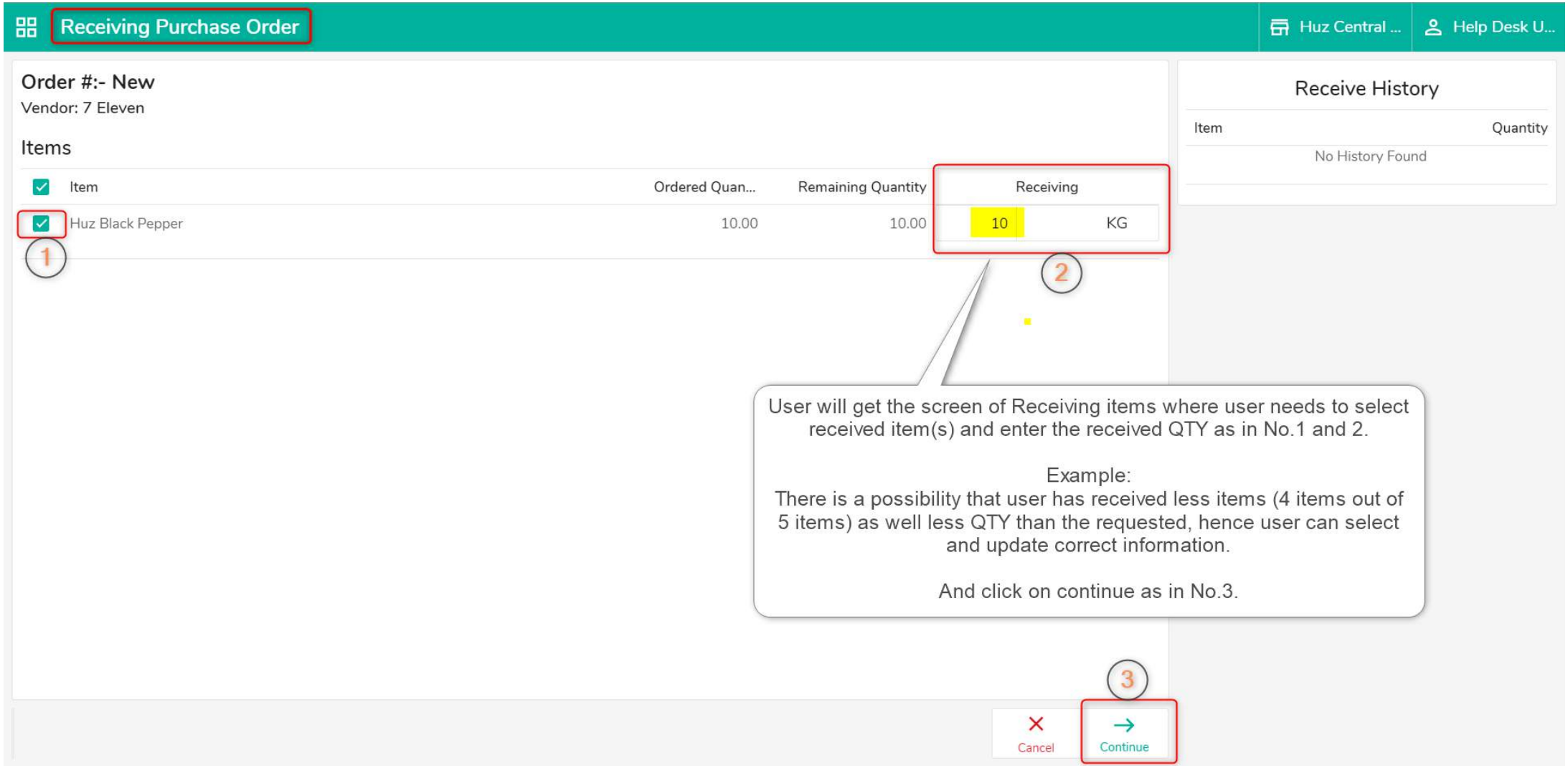
Stock Ledger

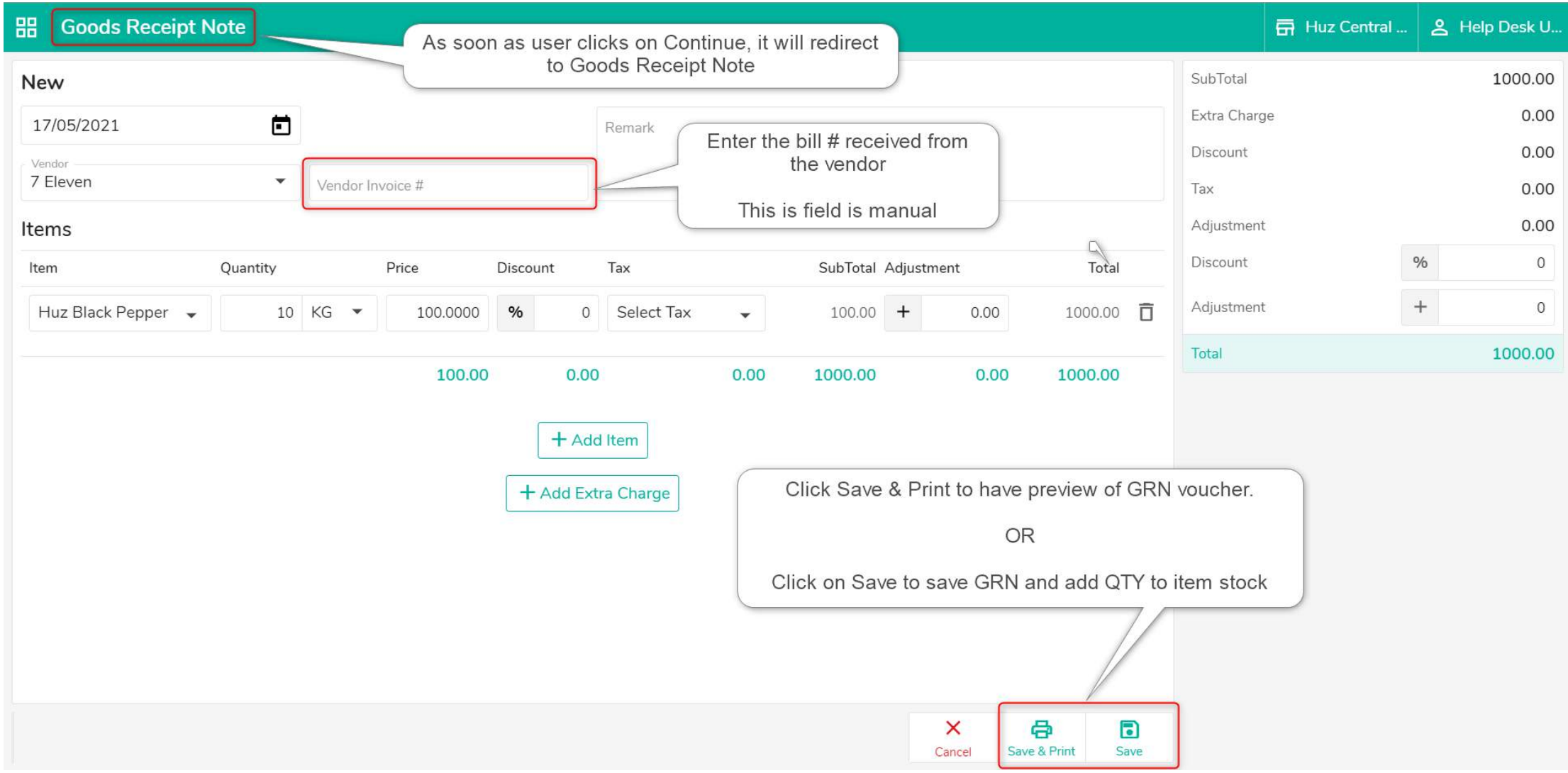
Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Ignore Zero Stock:False; Cost Calculate With:Configured Purchase Rate

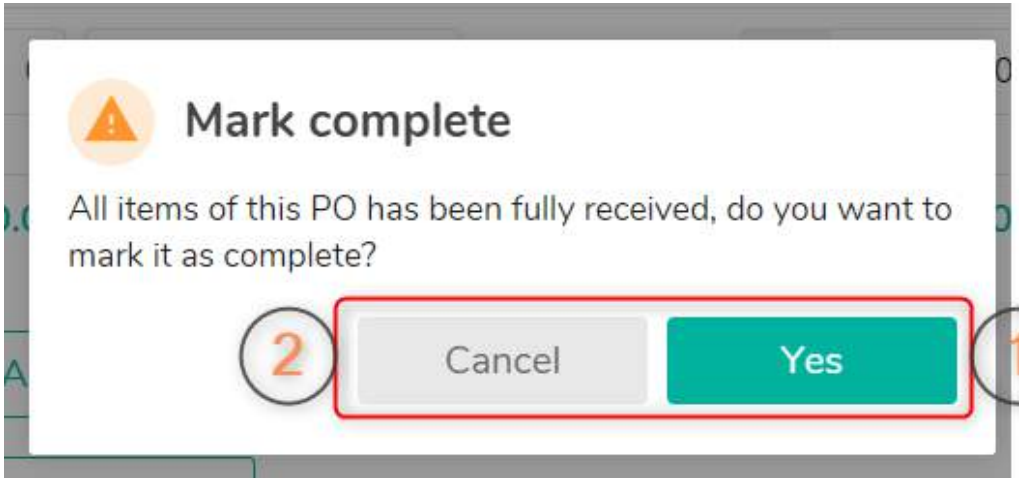
Date	Tran Type	Ref No	Stock In	Stock Out	Cost per Unit	Value	Stock	Stock Value
Food								
Huz Black Pepper								
17/05/2021	Opening		0.00 Gram				0.00 Gram	0.00




Purchase Order
Huz Central ...
Help Desk U...
17/05/2021
Select Vendor
Search
1 record(s) selected
All 2
Void
PO-43
7 Eleven
02:46:46 PM
1000.00
Approved
PO-45
7 Eleven
01:15:05 PM
1000.00
Approved
1
PO-45
7 Eleven
Date: 17/05/2021 1:15:05 PM
Items
Item
Quantity
Price
Discount
Tax
SubTotal
Adjustment
Total
Huz Black Pepper
10.00 KG
100.00
% 0.00
1000.00
0.00
1000.00
SubTotal 1000.00
ExtraCharge 0.00
Discount 0.00
Tax 0.00
Order Discount 0.00
Order Adjustment 0.00
Total 1000.00
As soon as the status will be changes to Approve as in No.1
User can receive the goods as in No.2 and the stock of that item will be updated.
2
Receive
Print
Duplicate
Email
Void
Complete
Reject


Receiving Purchase Order
Huz Central ...
Help Desk U...
Order #:- New
Vendor: 7 Eleven
Items
Item
Ordered Quan...
Remaining Quantity
Receiving
Huz Black Pepper
10.00
10.00
10
KG
1
2
Receive History
Item
Quantity
No History Found
User will get the screen of Receiving items where user needs to select received item(s) and enter the received QTY as in No.1 and 2.
Example:
There is a possibility that user has received less items (4 items out of 5 items) as well less QTY than the requested, hence user can select and update correct information.
And click on continue as in No.3.
3
Cancel
Continue


Goods Receipt Note
As soon as user clicks on Continue, it will redirect to Goods Receipt Note
Huz Central ...
Help Desk U...
New
17/05/2021
Vendor
7 Eleven
Vendor Invoice #
Remark
Enter the bill # received from the vendor
This is field is manual
Items
Item
Quantity
Price
Discount
Tax
SubTotal
Adjustment
Total
Huz Black Pepper
10
KG
100.0000
%
0
Select Tax
100.00
+
0.00
1000.00
100.00
0.00
0.00
1000.00
0.00
1000.00
+ Add Item
+ Add Extra Charge
SubTotal 1000.00
Extra Charge 0.00
Discount 0.00
Tax 0.00
Adjustment 0.00
Discount % 0
Adjustment + 0
Total 1000.00
Click Save & Print to have preview of GRN voucher.
OR
Click on Save to save GRN and add QTY to item stock
Cancel
Save & Print
Save



As soon as the process will get completed, The stock of the item will get updated. Refer to the Item stock ledger report for the same.

eZee Cafe — **Stock Ledger**

Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

Date	Tran Type	Ref No	Stock In	Stock Out	Cost per Unit	Value	Stock	Stock Value
Food								
Huz Black Pepper								
17/05/2021	Opening		0.00 Gram				0.00 Gram	0.00
17/05/2021 14:10:38	Purchase	GRN-30	10.00 KG		100.00	1000.00	10 KG 0.00 Gram	1000.00

Related Reports are as below:

eZee Cafe — **Purchase Order Register**

Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store

Order No	Vendor Company	Sub Total	ExtraCharge	Tax	Discount	Adjustment	Total	Status
17/05/2021								
PO-45	7 Eleven	1000.00	0.00	0.00	0.00	0.00	1000.00	APPROVED
PO-43	7 Eleven	1000.00	0.00	0.00	0.00	0.00	1000.00	APPROVED
Sub Total		**2000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2000.00**	
Grand Total		**2000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2000.00**	

eZee Cafe — **Goods Receipt Note Register**

Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store

Order No	Vendor Company	Sub Total	ExtraCharge	Tax	Discount	Adjustment	Total
17/05/2021							
GRN-30	7 Eleven	1000.00	0.00	0.00	0.00	0.00	1000.00
Sub Total		**1000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1000.00**
Grand Total		**1000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1000.00**

eZee Cafe

Closing Stock

Date:17/05/2021; Outlet:Huz Central Store; Item:Huz Black Pepper; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

Item Name	Item Code	Outlet	Stock on Hand	Stock Value
Food				
Huz Black Pepper		Huz Central Store	10 KG 0.00 Gram	1000.00
Sub Total				1000.00
Grand Total				1000.00

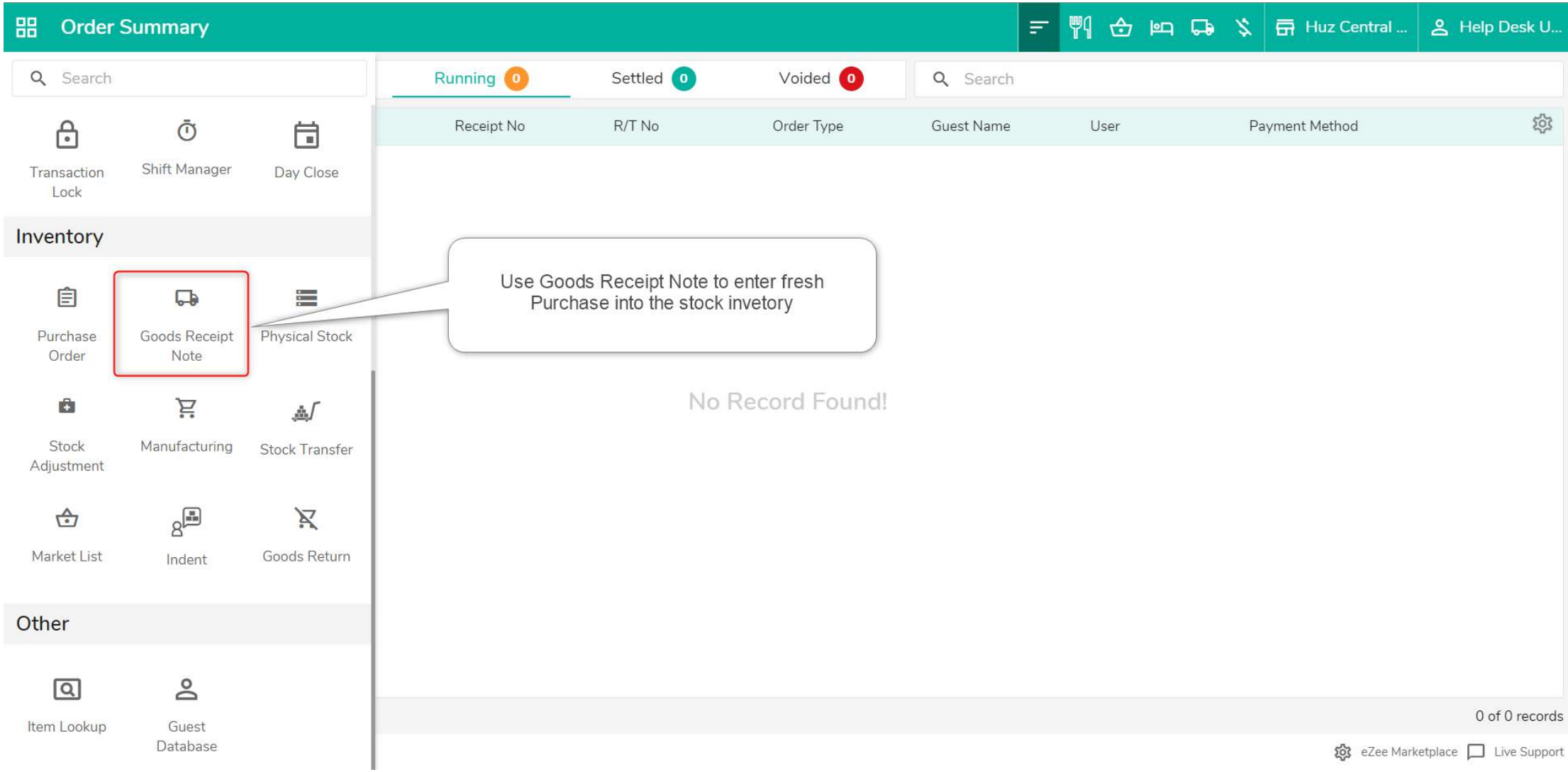
eZee Cafe

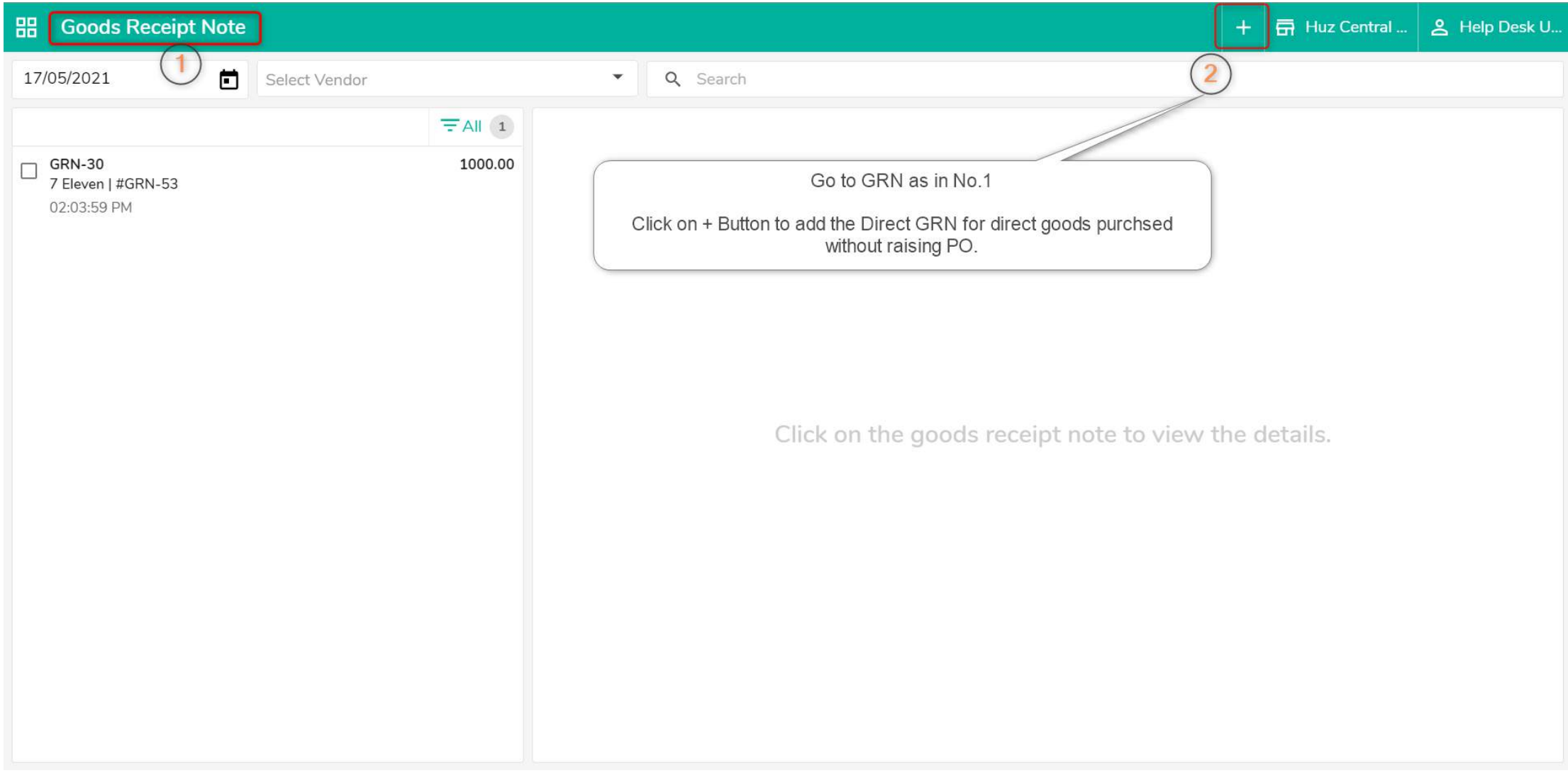
Stock Movement Detail

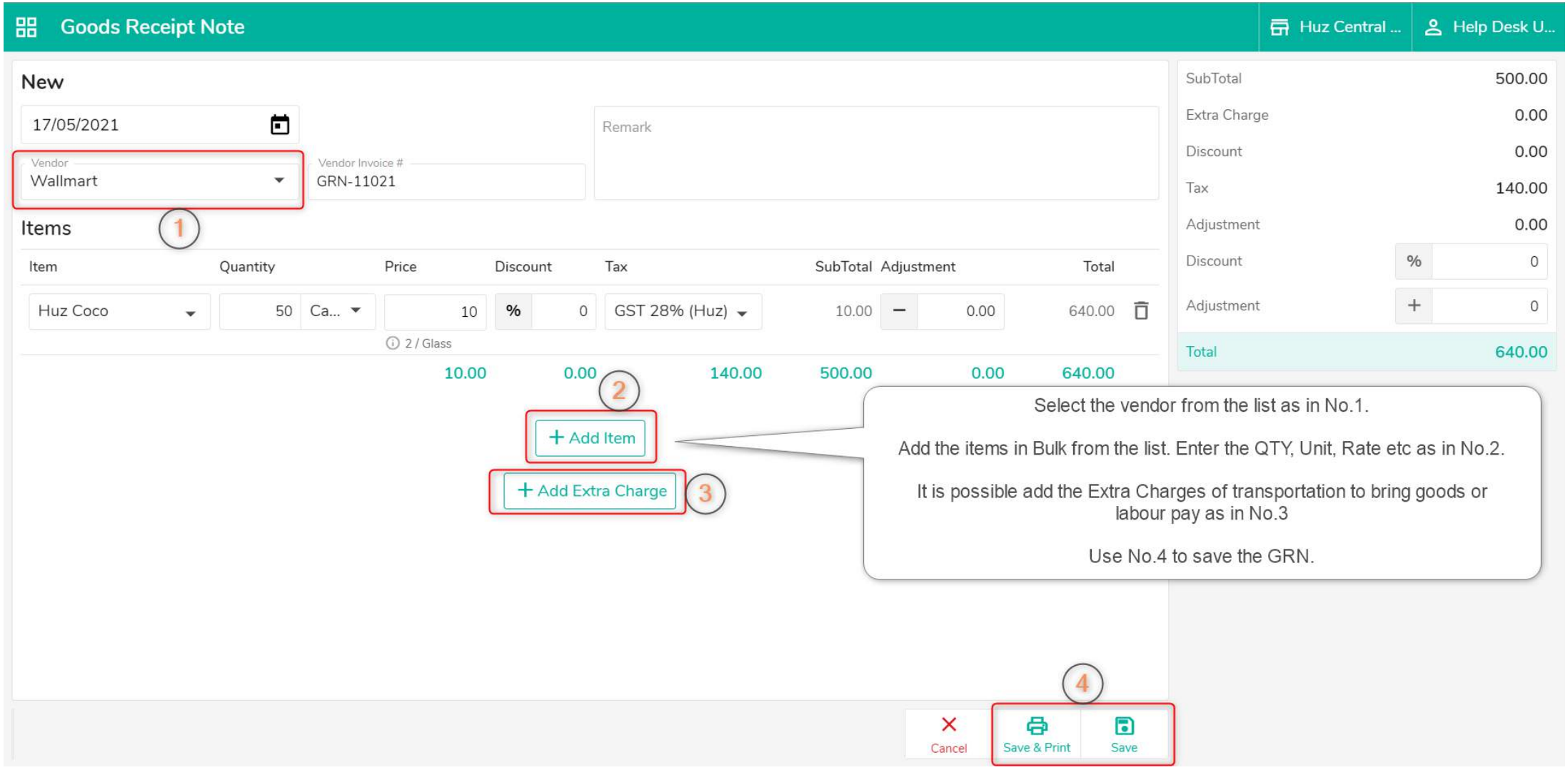
Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Item:Huz Black Pepper;Ignore Zero Stock :True

Item Name	Item Code	Opening	Purchase	Purchase Return	Sales Consumption	Issue	Received	Adjustment	Manufacturing	Manufacturing Consumption	Closing
Food											
Huz Black Pepper		0.00 Gram	10 KG 0.00 Gram								10 KG 0.00 Gram

How to Create the GRN (Goods Receipt Note)?




Goods Receipt Note
1
+
Huz Central ...
Help Desk U...
17/05/2021
Select Vendor
Search
2
All 1
GRN-30
1000.00
7 Eleven | #GRN-53
02:03:59 PM
Go to GRN as in No.1
Click on + Button to add the Direct GRN for direct goods purchsed without raising PO.
Click on the goods receipt note to view the details.



Once Done, It will reflect on all the Reports which listed above, Except the Purchase order Register and Details Report.

eZee Cafe

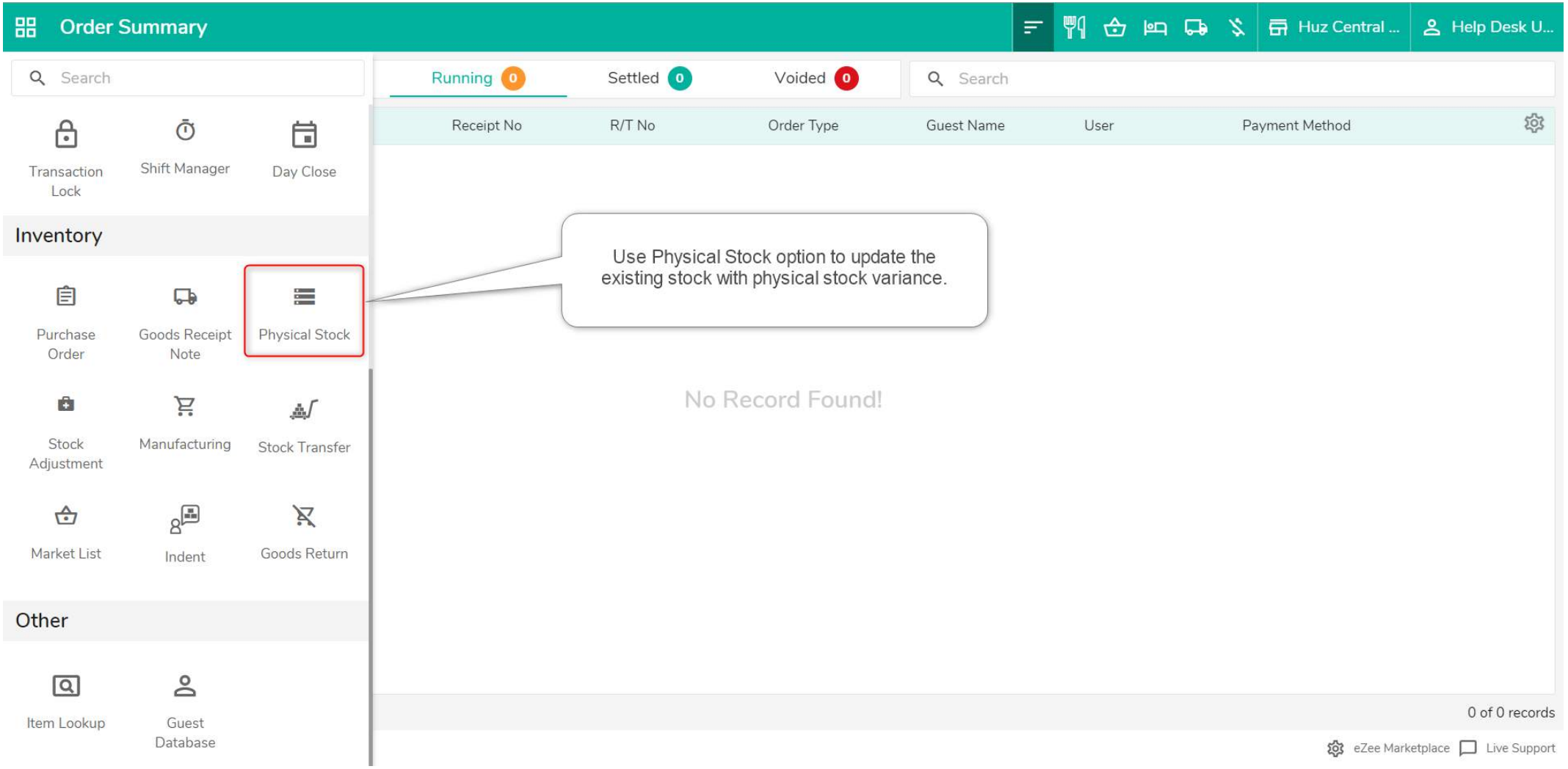
Stock Ledger

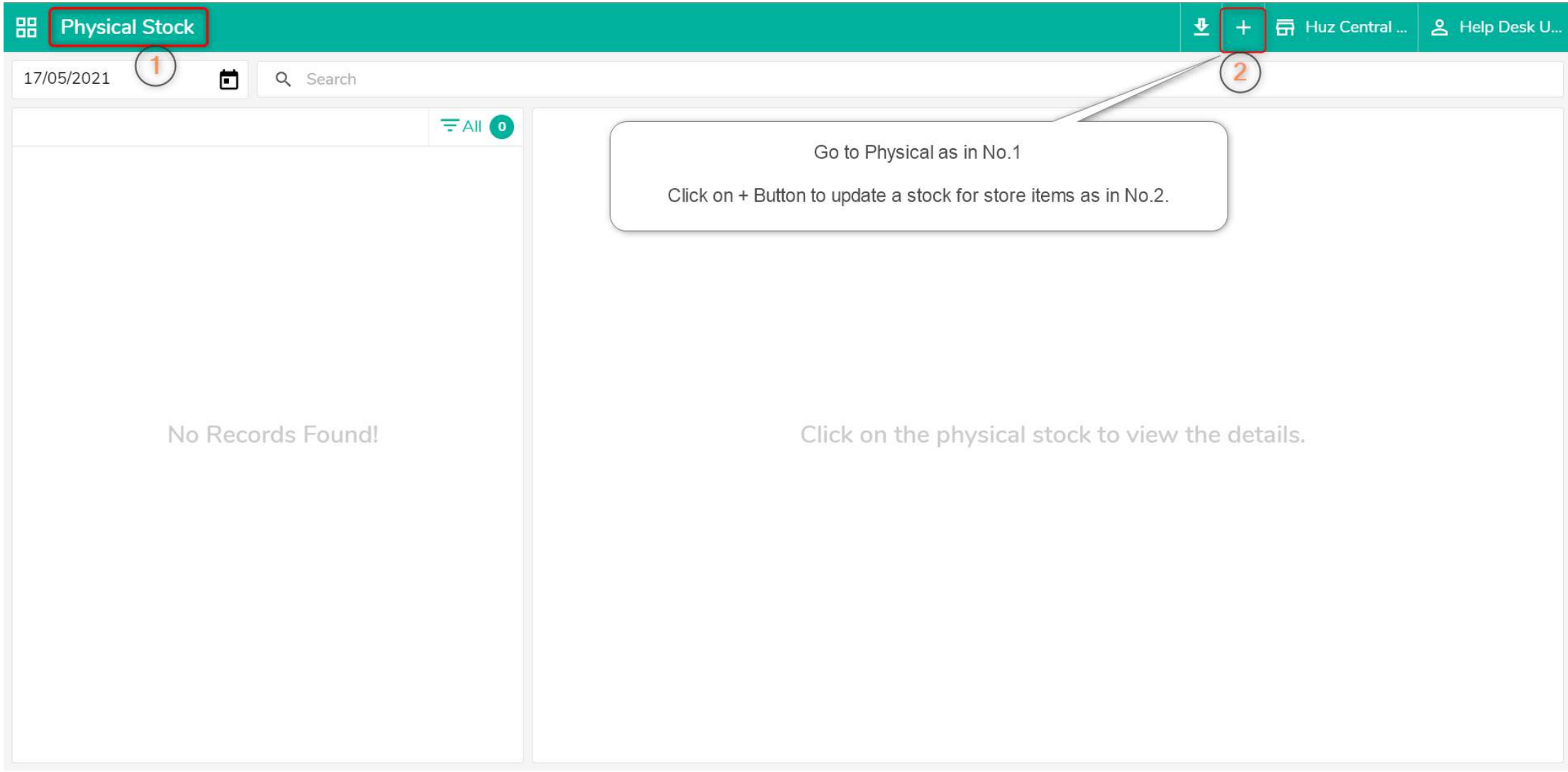
Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

Date	Tran Type	Ref No	Stock In	Stock Out	Cost per Unit	Value	Stock	Stock Value
Huz Soft Drink								
Huz Coco								
17/05/2021	Opening		29 Glass 11 Cans				29 Glass 11 Cans	14610.00
17/05/2021 15:15:55	Purchase	GRN-31	50 Cans		10.00	500.00	30 Glass 11 Cans	15110.00

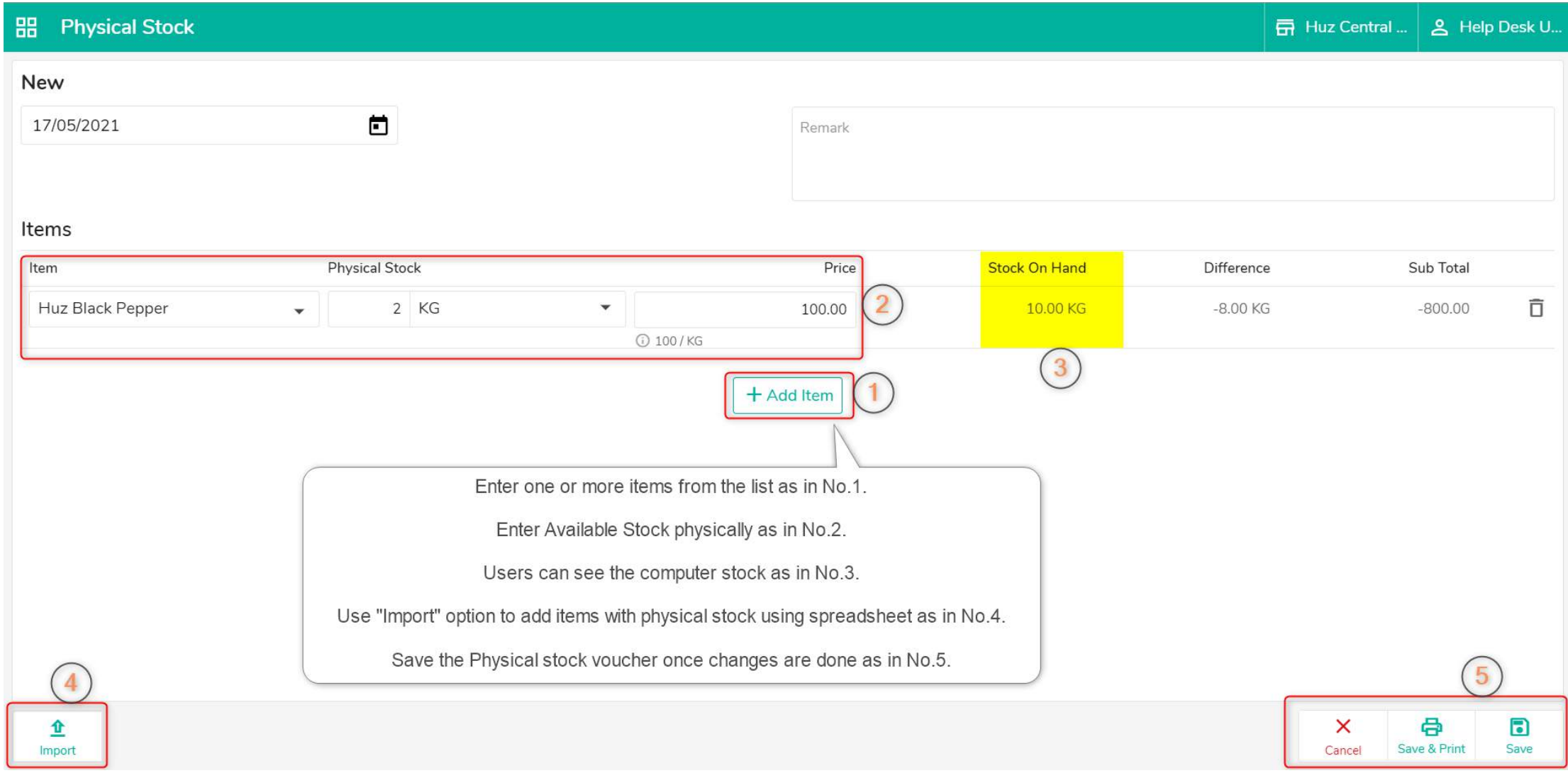
How to update the Physical stock ?

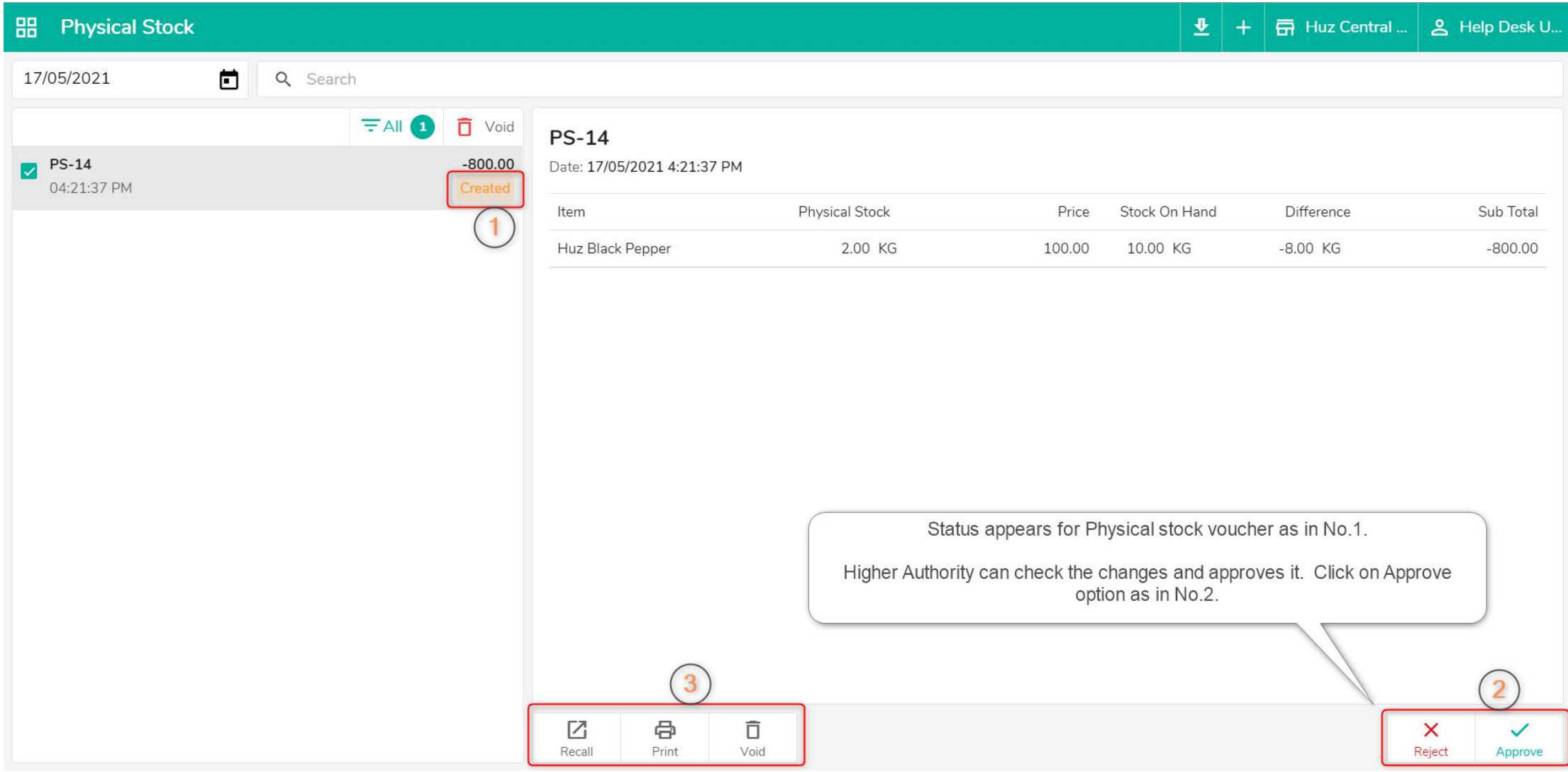
Users can check the physical stock in the storage area and accordingly will update the book stock from the below screen. It is possible to update the stock in Bulk as well as it is possible to Import the physical stock. Note : Physical stock would overwrite the existing stock.



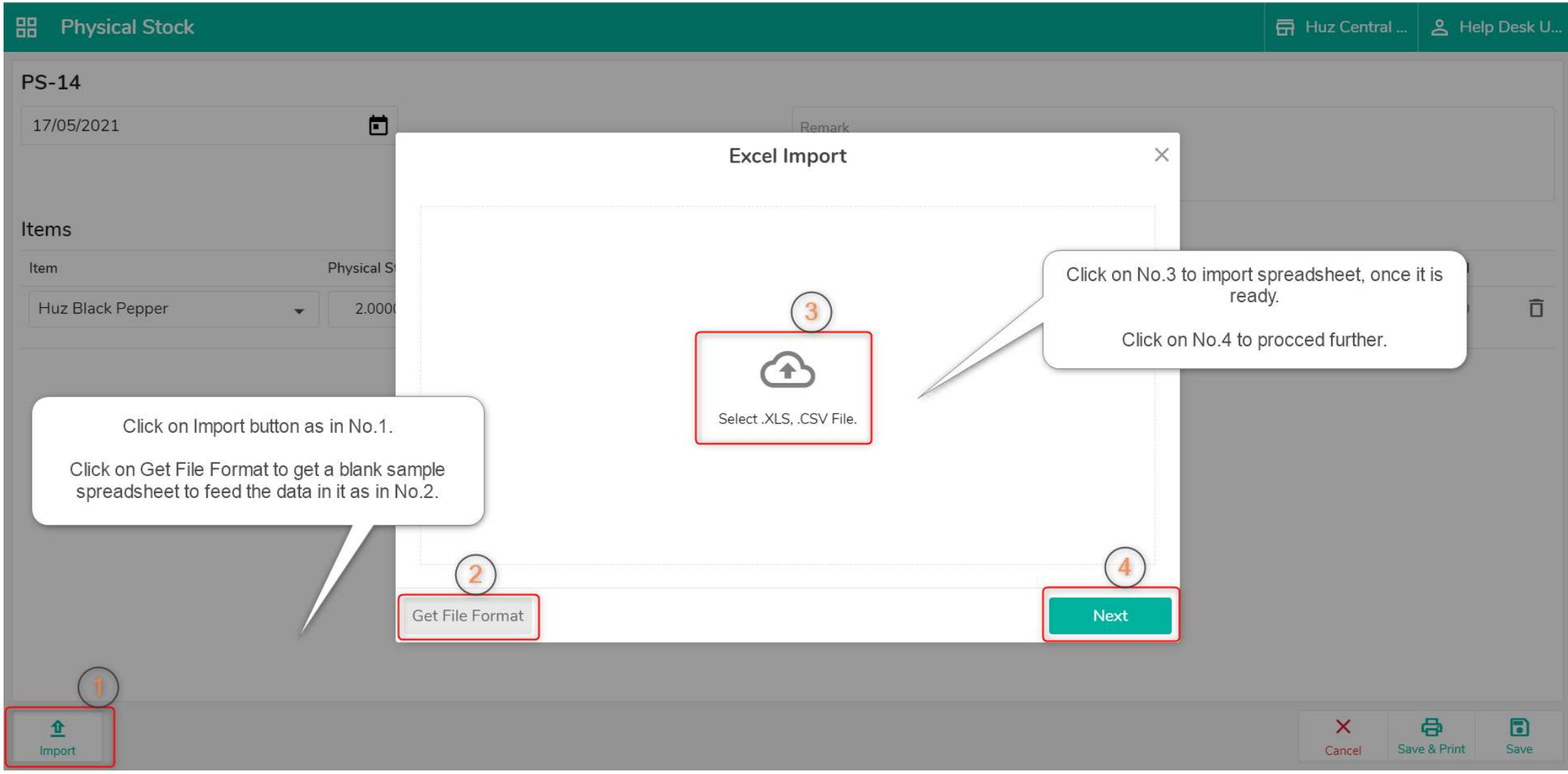

Physical Stock
Huz Central ...
Help Desk U...
17/05/2021
1
Search
2
All
0
Go to Physical as in No.1
Click on + Button to update a stock for store items as in No.2.
No Records Found!
Click on the physical stock to view the details.

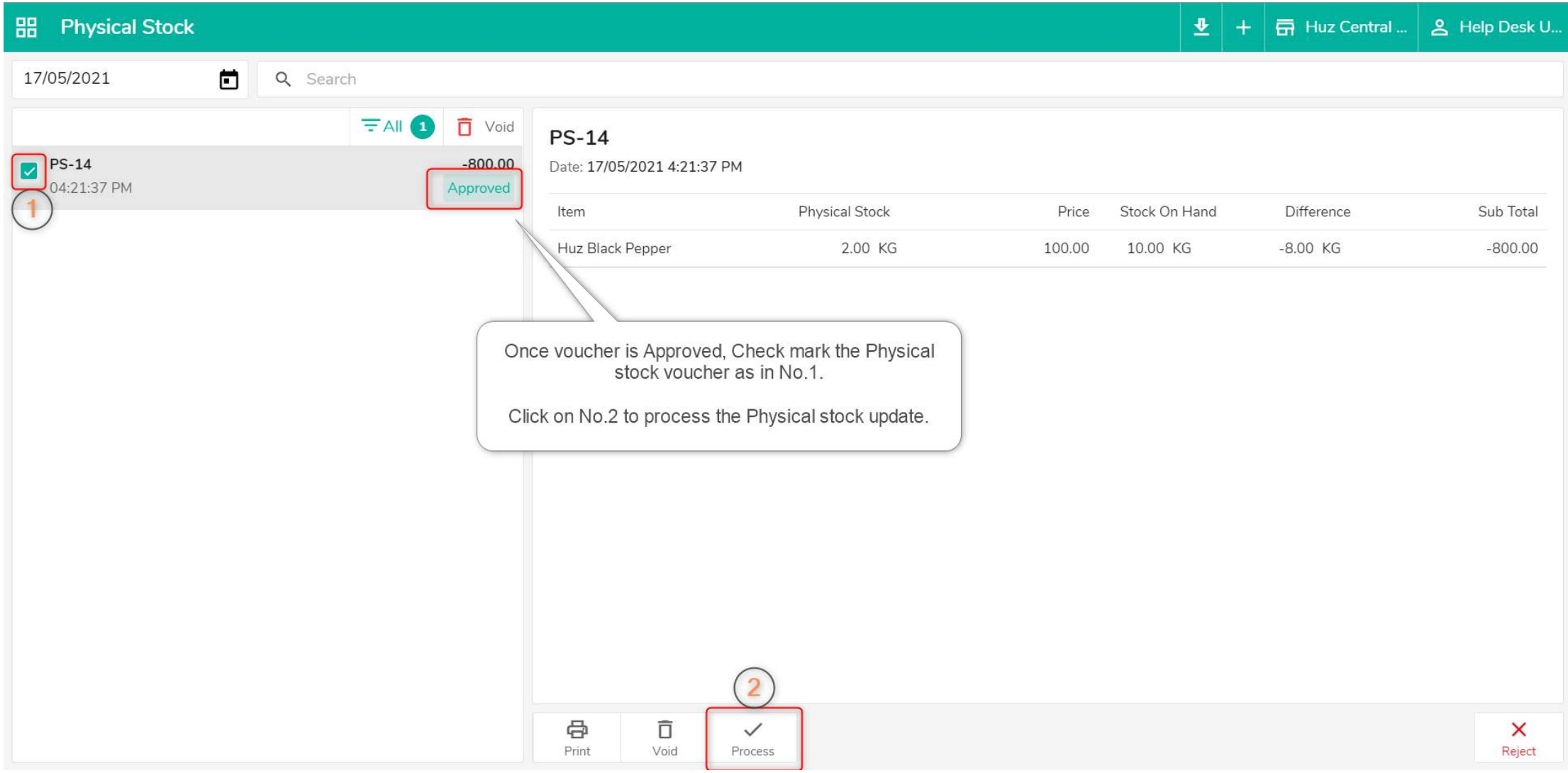
EZEE OPTIMUS - INVENTORY MODULE




Physical Stock
Huz Central ...
Help Desk U...
17/05/2021
Search
All 1
Void
PS-14
04:21:37 PM
-800.00
Created
1
PS-14
Date: 17/05/2021 4:21:37 PM
Item
Physical Stock
Price
Stock On Hand
Difference
Sub Total
Huz Black Pepper
2.00 KG
100.00
10.00 KG
-8.00 KG
-800.00
Status appears for Physical stock voucher as in No.1.
Higher Authority can check the changes and approves it. Click on Approve option as in No.2.
3
2
Recall
Print
Void
Reject
Approve

Import All items:




Physical Stock
Huz Central ...
Help Desk U...
17/05/2021
Search
All 1
Void
PS-14
-800.00
04:21:37 PM
Approved
1
PS-14
Date: 17/05/2021 4:21:37 PM
Item
Physical Stock
Price
Stock On Hand
Difference
Sub Total
Huz Black Pepper
2.00 KG
100.00
10.00 KG
-8.00 KG
-800.00
Once voucher is Approved, Check mark the Physical stock voucher as in No.1.
Click on No.2 to process the Physical stock update.
2
Print
Void
Process
Reject

Stock of that item will be updated on the respective reports as below:

eZee Cafe — **Stock Ledger**

Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

Date	Tran Type	Ref No	Stock In	Stock Out	Cost per Unit	Value	Stock	Stock Value
Food								
Huz Black Pepper								
17/05/2021	Opening		0.00 Gram				0.00 Gram	0.00
17/05/2021 14:10:38	Purchase	GRN-30	10.00 KG		100.00	1000.00	10 KG 0.00 Gram	1000.00
17/05/2021 16:45:42	Physical Adjustment	PS-14		8.00 KG	100.00	800.00	2 KG 0.00 Gram	200.00

eZee Cafe — **Closing Stock**

Date:17/05/2021; Outlet:Huz Central Store; Item:Huz Black Pepper; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

Item Name	Item Code	Outlet	Stock on Hand	Stock Value
Food				
Huz Black Pepper		Huz Central Store	2 KG 0.00 Gram	200.00
Sub Total				**200.00**
Grand Total				**200.00**

eZee Cafe

Stock Movement Detail

Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Item:Huz Black Pepper;Ignore Zero Stock :False

Item Name	Item Code	Opening	Purchase	Purchase Return	Sales Consumption	Issue	Received	Adjustment	Manufacturing	Manufacturing Consumption	Closing
Food											
Huz Black Pepper		0.00 Gram	10 KG 0.00 Gram					-8 KG 0.00 Gram			2 KG 0.00 Gram

Print Open Save Page 1 of 1 100% Single Page ?

eZee Cafe

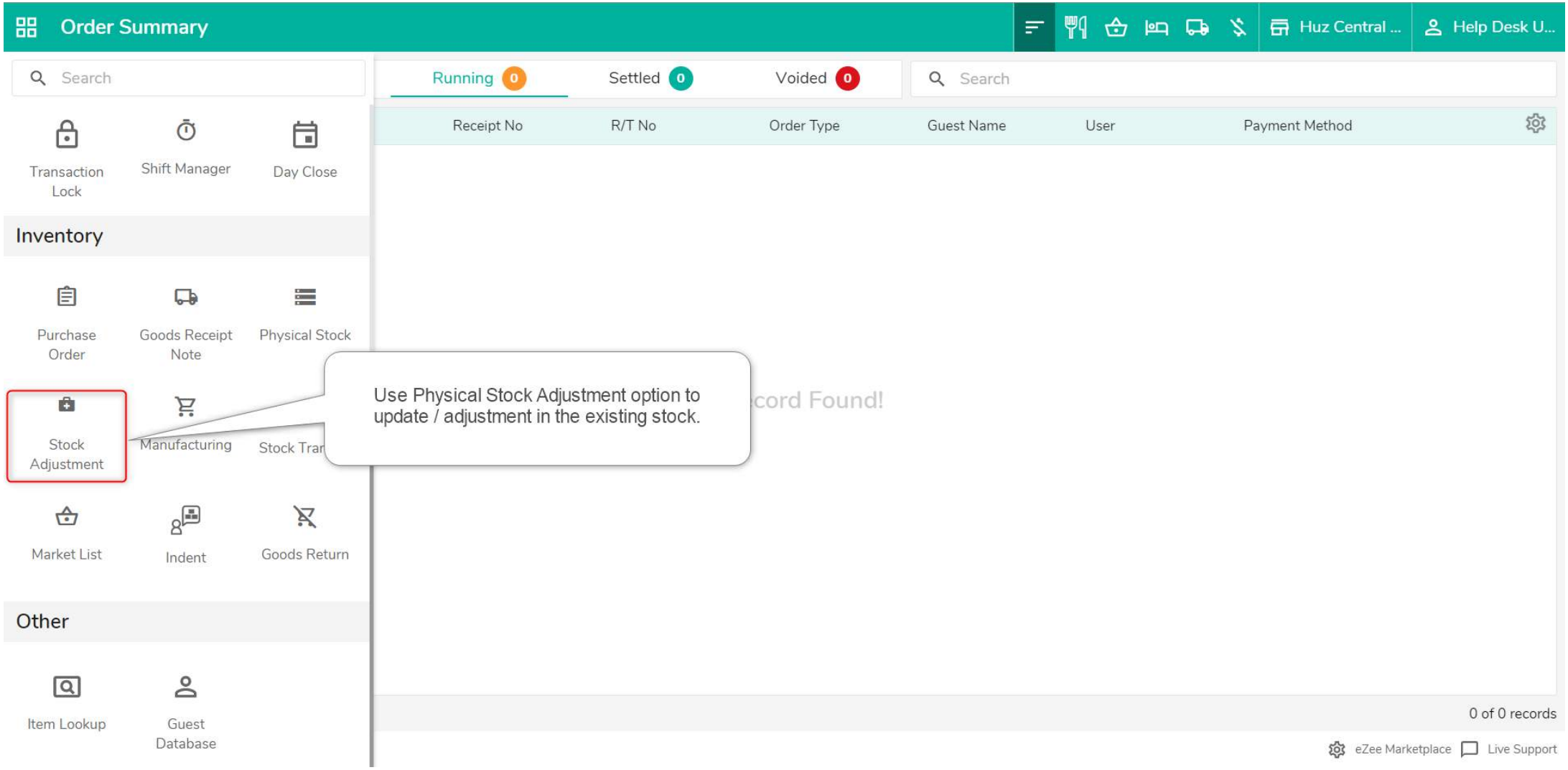
Physical Stock Taking

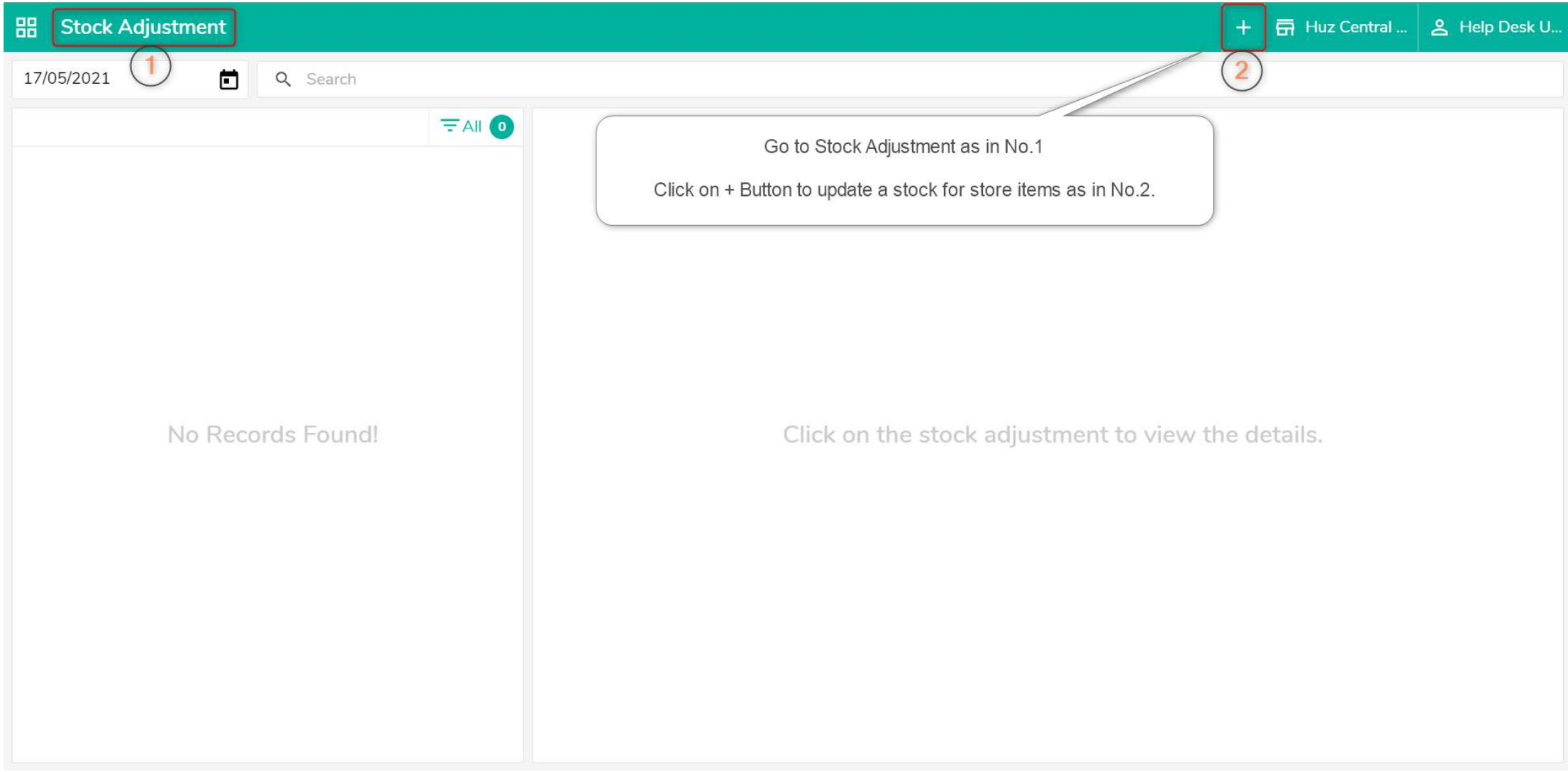
Date:17/05/2021 To 16/06/2021; Outlet:Huz Central Store

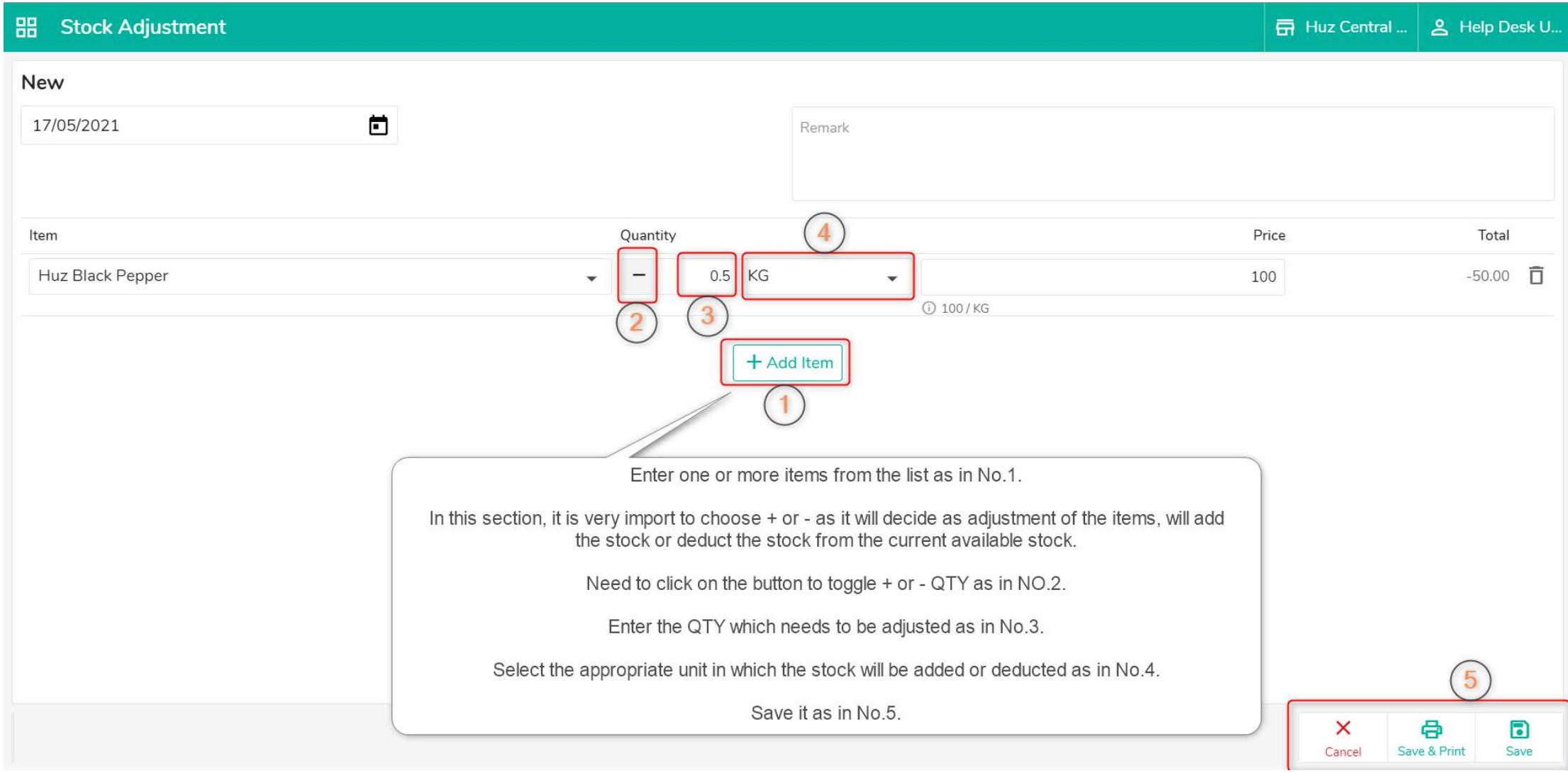
Inventory Item	Item Code	ItemType	Stock On Hand	Stock Count	Stock Unit
Soft Drink					
Fanta Passion		INTERMEDIATE	-1 Crate 4 Bottle		
Huz Dew		INGREDIENT	2 1 Bottle		
Huz Fanta		INGREDIENT	6 1 Bottle		
Huz Inventory		INGREDIENT	51 KG 299.90 Gram		
Huz Jira		INGREDIENT	148 Each		
Huz Kasmira		INGREDIENT	70 Each		
Huz Lime		INGREDIENT	2.0 btls		
Huz Maaza		INGREDIENT	1 1 Bottle		
Huz WAC		INGREDIENT	18 Crate 0 Glass		
Food					
Huz Black Pepper		INGREDIENT	2 KG 0.00 Gram		
Huz Sauces		INTERMEDIATE	972.00 GRM		
VINS ROUGES					
Bordeaux Chateau de Goelane		INGREDIENT	17 Bottle		
Huz Soft Drink					
Huz Coco		INGREDIENT	30 Glass 11 Cans		
Huz Sosyo		INGREDIENT	101 Bottle 1 Crate		
Huz Food					
Huz Cheese		INGREDIENT	22 Gram 975.00 KG		

How to perform Stock Adjustment or transfer stock directly?

As we have seen above how the Physical stock is updated. Here the term adjustment refers to adding or removing some qty from the current stock of the item. Accordingly the stock will vary when we check the Stock Report.




Stock Adjustment
1
17/05/2021
Search
2
Huz Central ...
Help Desk U...
All 0
Go to Stock Adjustment as in No.1
Click on + Button to update a stock for store items as in No.2.
No Records Found!
Click on the stock adjustment to view the details.



As mentioned above, The adjustment done in negative (-0.5), according to stock will get reduced from the available stock.

eZee Cafe — **Stock Ledger**

Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

Date	Tran Type	Ref No	Stock In	Stock Out	Cost per Unit	Value	Stock	Stock Value
Food								
Huz Black Pepper								
17/05/2021	Opening		0.00 Gram				0.00 Gram	0.00
17/05/2021 11:22:30	Adjustment	ADJ-6		0.50 KG	0.10	0.05	-0.50 Gram	-0.05
17/05/2021 14:10:38	Purchase	GRN-30	10.00 KG		100.00	1000.00	9 KG 999.50 Gram	999.95
17/05/2021 16:45:42	Physical Adjustment	PS-14		8.00 KG	100.00	800.00	1 KG 999.50 Gram	199.95

Stock of (0.5KG) will be less on all the respective stock reports.

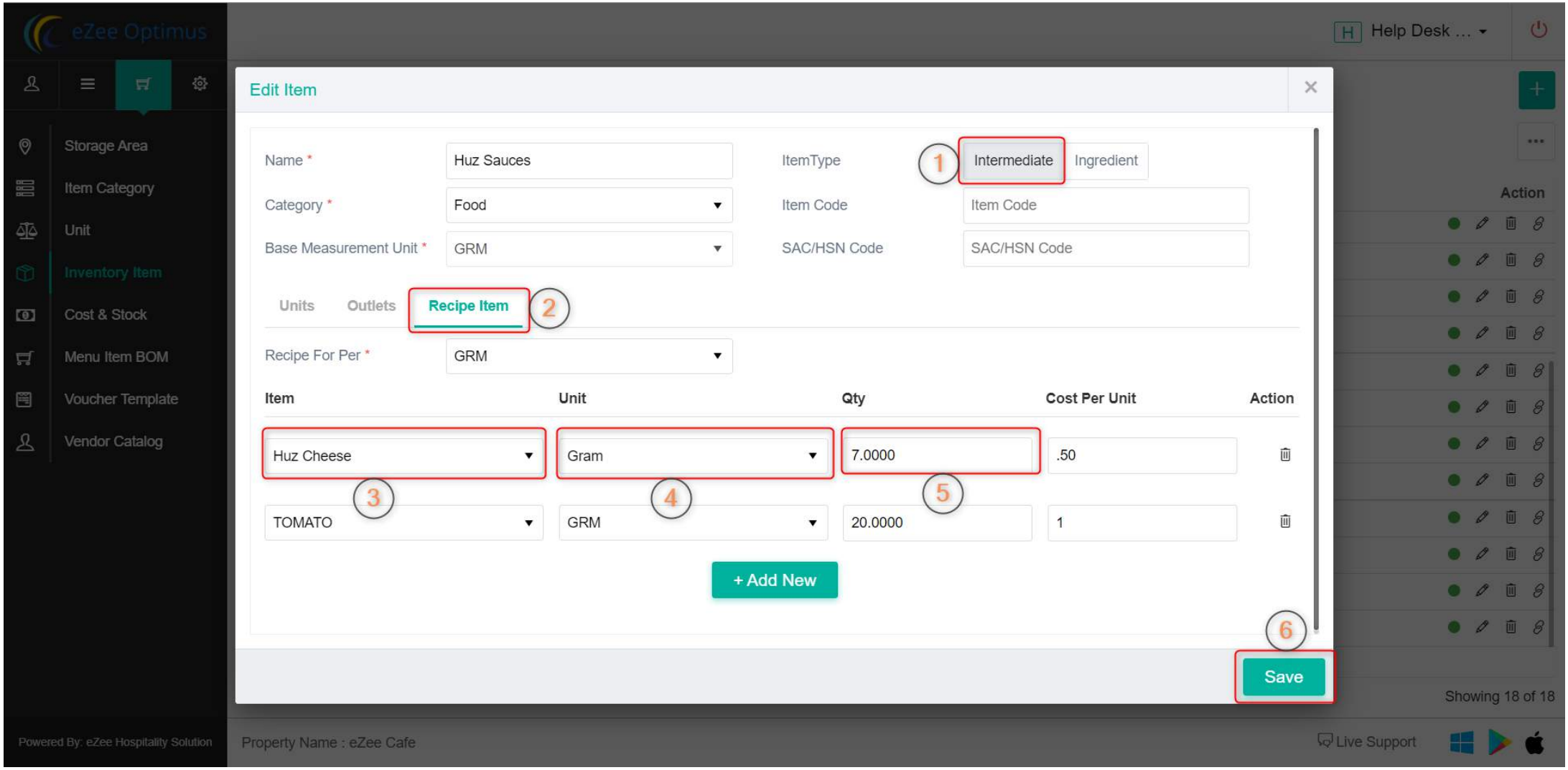
What is Manufacturing in eZee Optimus and what is the use of it?

In order to prepare menu items, chefs use many ingredients and intermediate items. Ingredients can be used directly with the menu item but intermediate items are first prepared in the kitchen with the help of a couple of ingredients.

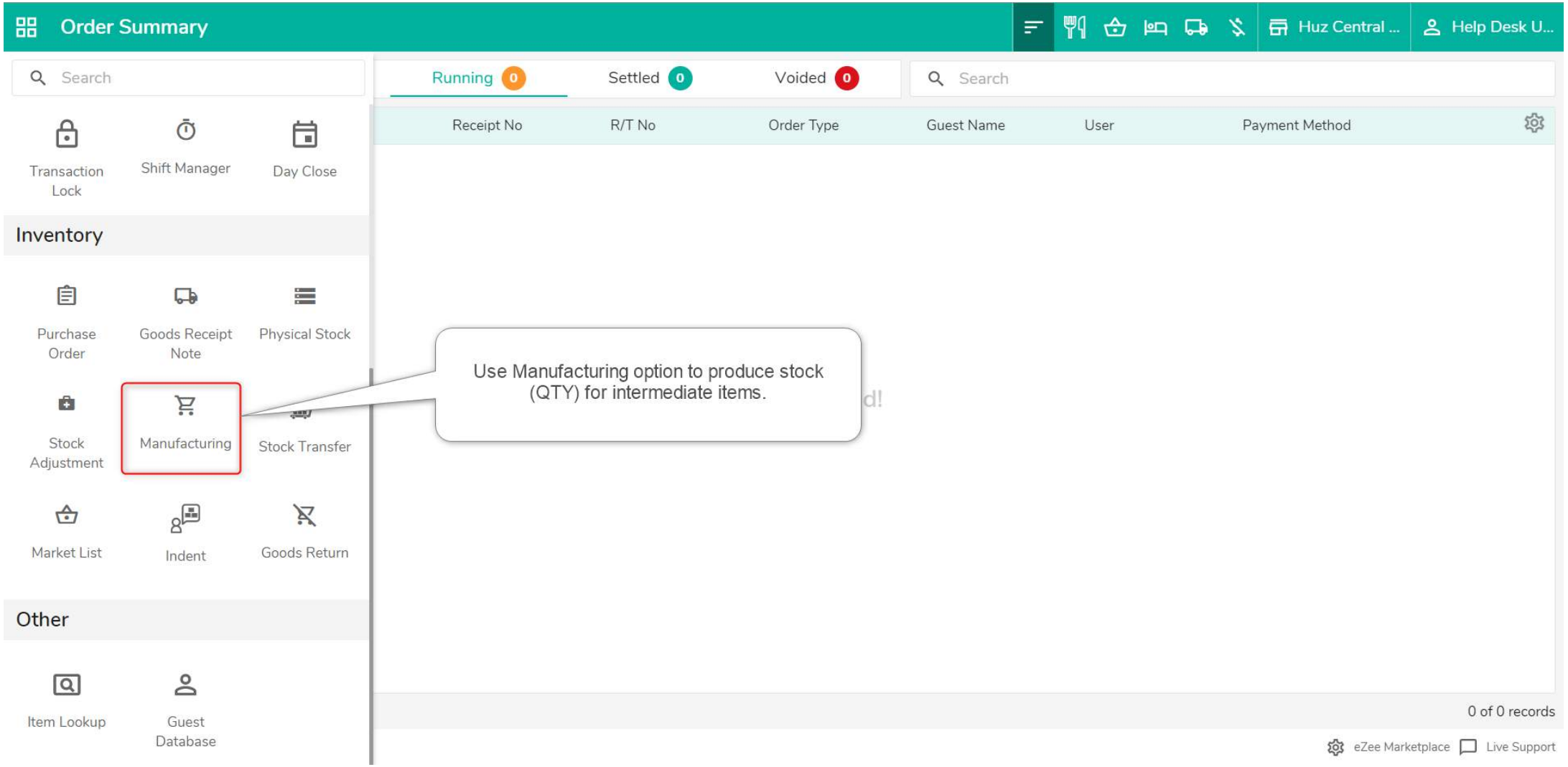
To produce such intermediate items, BOM (Bill of Material) needs to be set for that intermediate item. Once users have added the list of ingredients which are going to be in use to prepare the intermediate item, users can directly Manufacture that intermediate item from below and stock of respective ingredients added, will be deducted from the current stock.

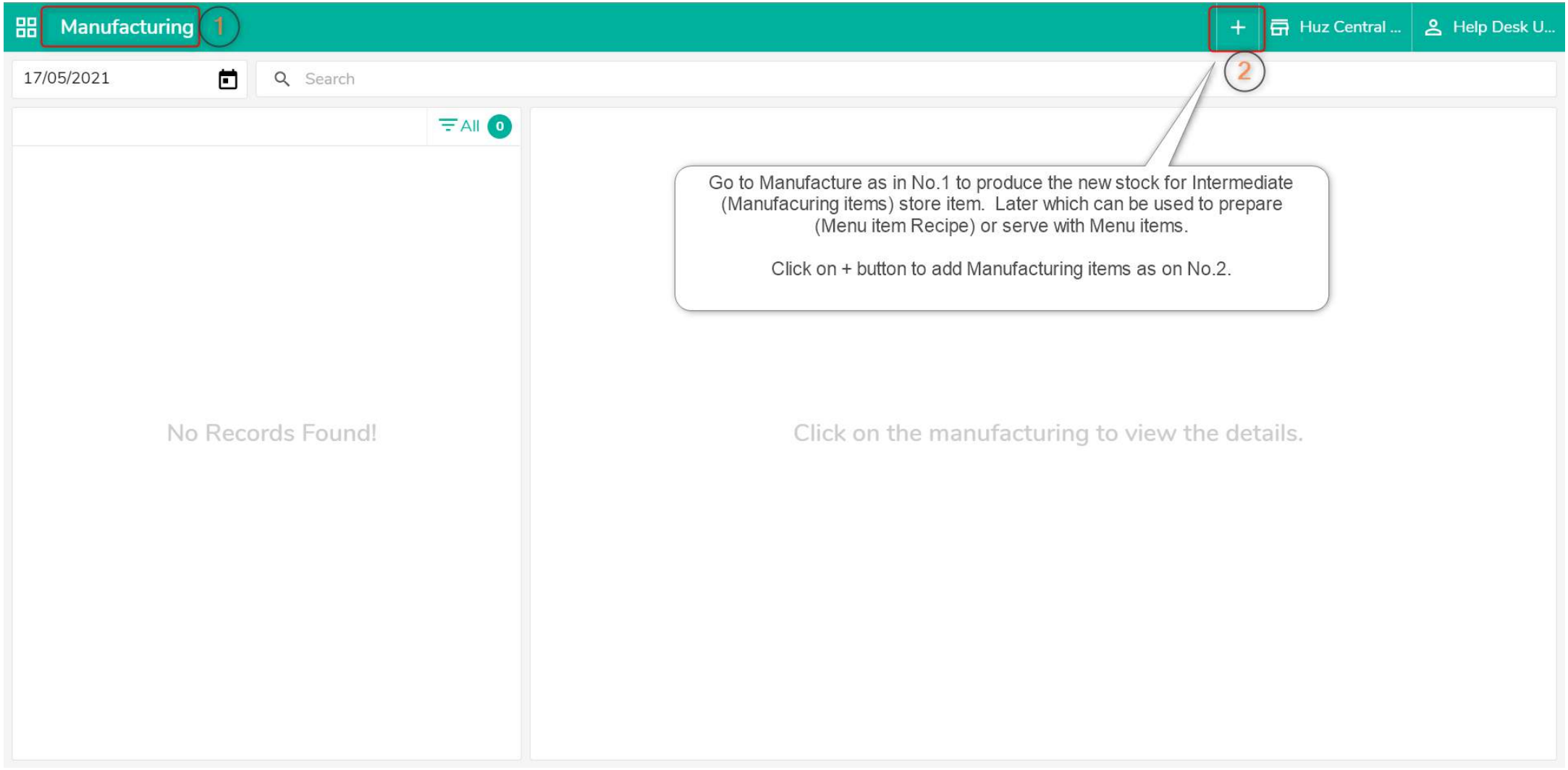
BOM(Bill of material) of that store item should be configured as below. Example- To Manufacture or produce 2 KG of Huz Sauces, How much stock of the Huz Cheese and Tomato will be deducted from the available stock.

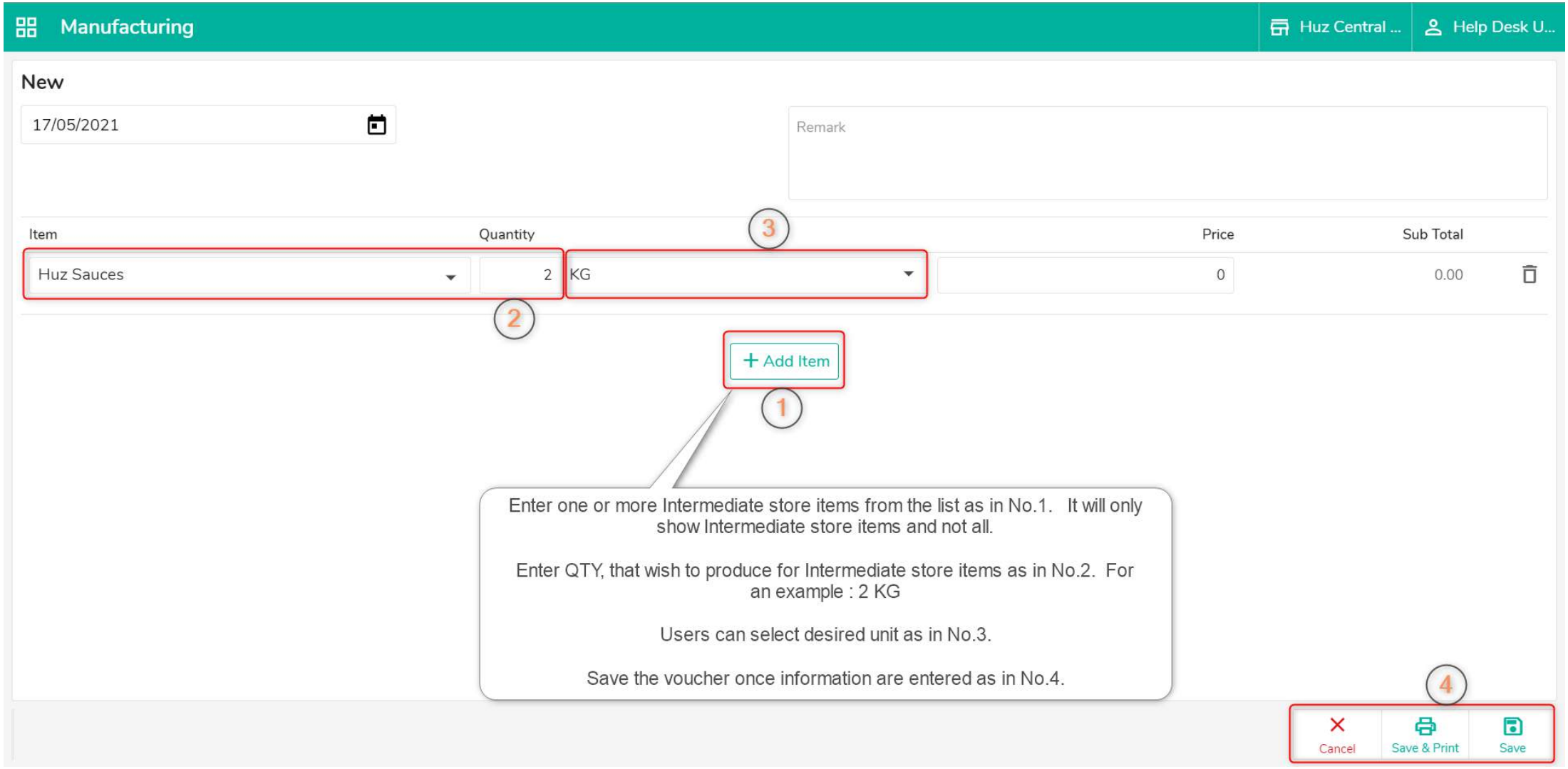
EZEE OPTIMUS - INVENTORY MODULE



EZEE OPTIMUS - INVENTORY MODULE




Manufacturing
1
Huz Central ...
Help Desk U...
17/05/2021
Search
2
All
0
Go to Manufacture as in No.1 to produce the new stock for Intermediate (Manufacuring items) store item. Later which can be used to prepare (Menu item Recipe) or serve with Menu items.
Click on + button to add Manufacturing items as on No.2.
No Records Found!
Click on the manufacturing to view the details.


Manufacturing
Huz Central ...
Help Desk U...
New
17/05/2021
Remark
Item
Quantity
Price
Sub Total
Huz Sauces
2
KG
0
0.00
3
2
+ Add Item
1
Enter one or more Intermediate store items from the list as in No.1. It will only show Intermediate store items and not all.
Enter QTY, that wish to produce for Intermediate store items as in No.2. For an example : 2 KG
Users can select desired unit as in No.3.
Save the voucher once information are entered as in No.4.
4
Cancel
Save & Print
Save

Accordingly, the stock report will reflect the manufacturing and its consumption.

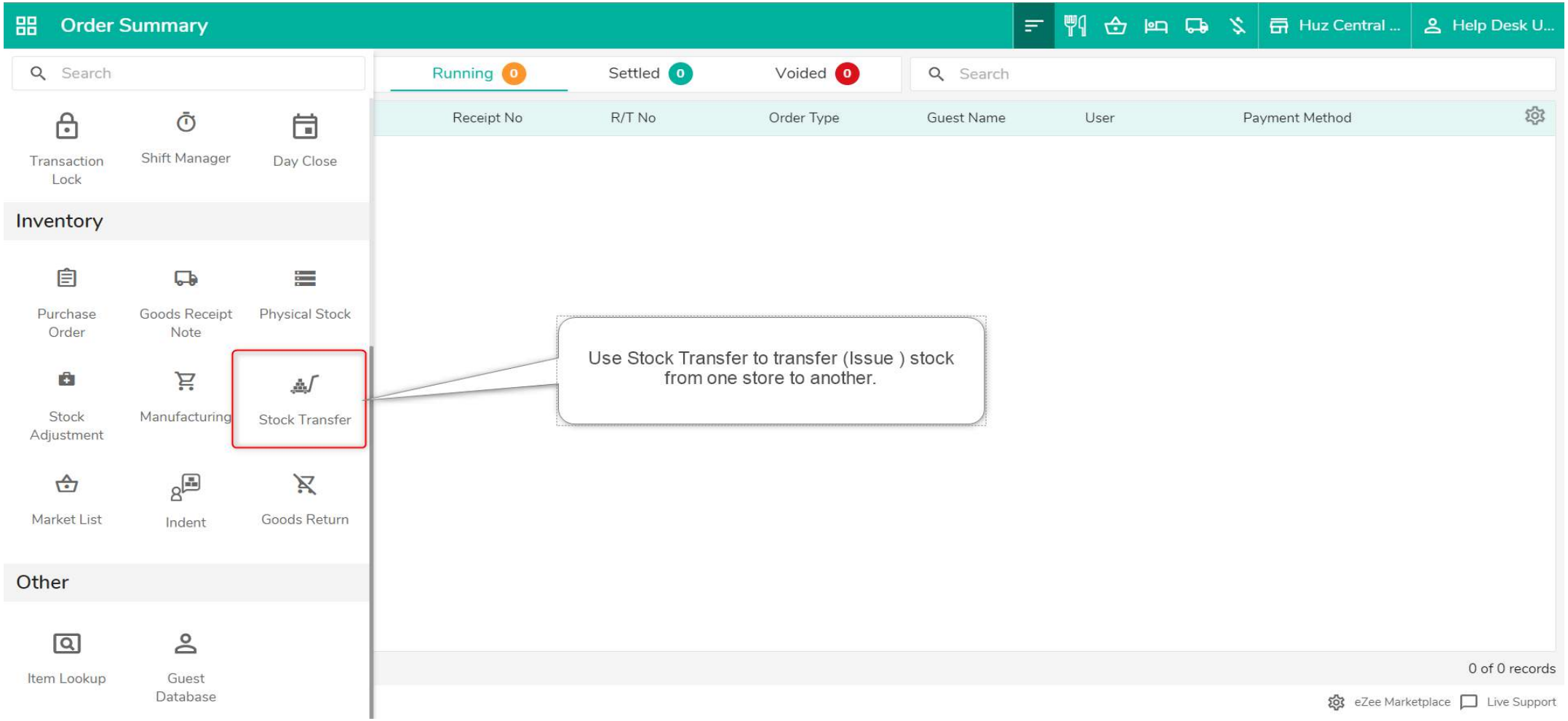
eZee Cafe — **Stock Ledger**

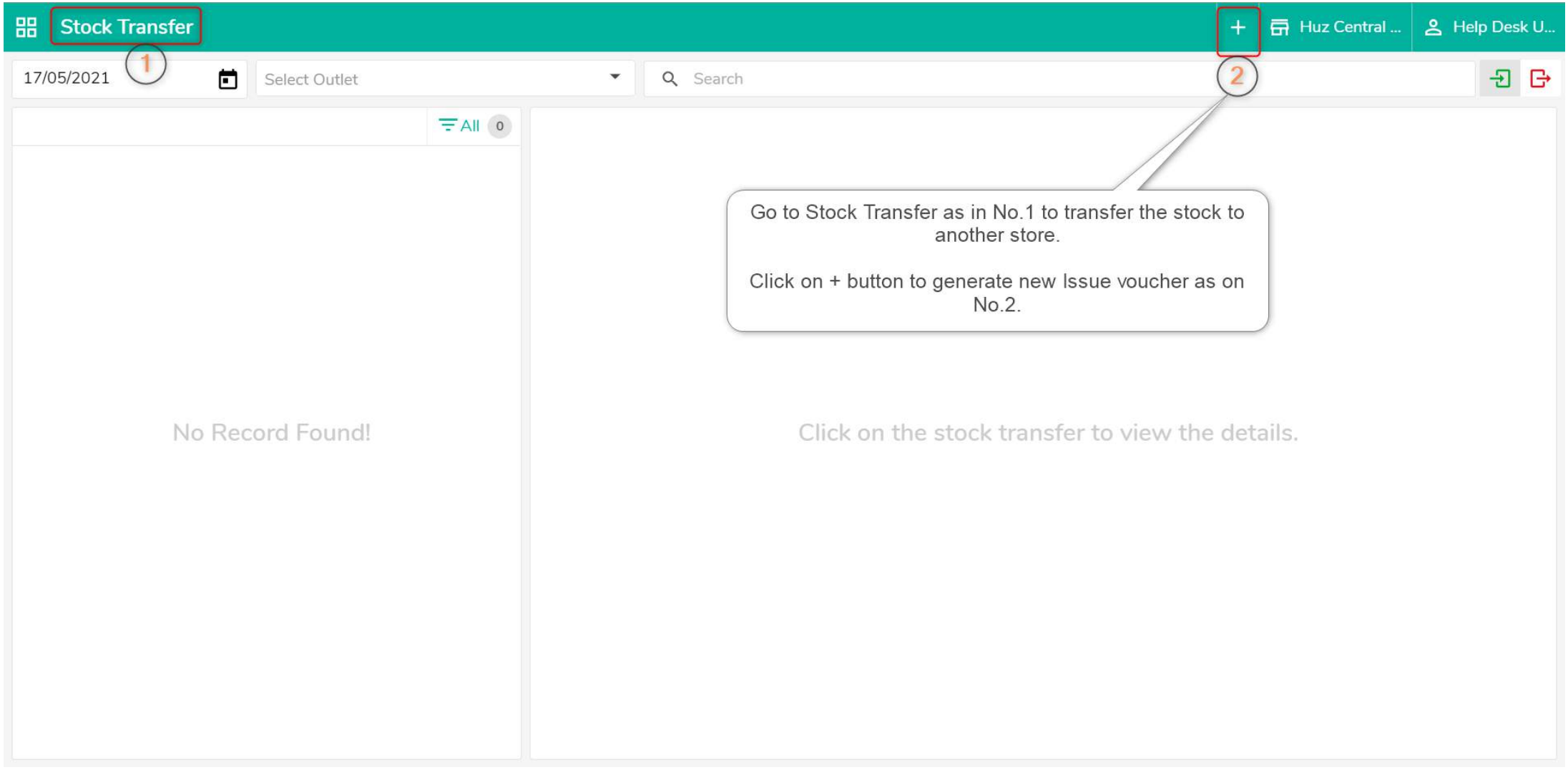
Date:17/05/2021 To 17/05/2021; Outlet:Huz Central Store; Ignore Zero Stock:False; Cost Calculate With:Last Purchase Rate

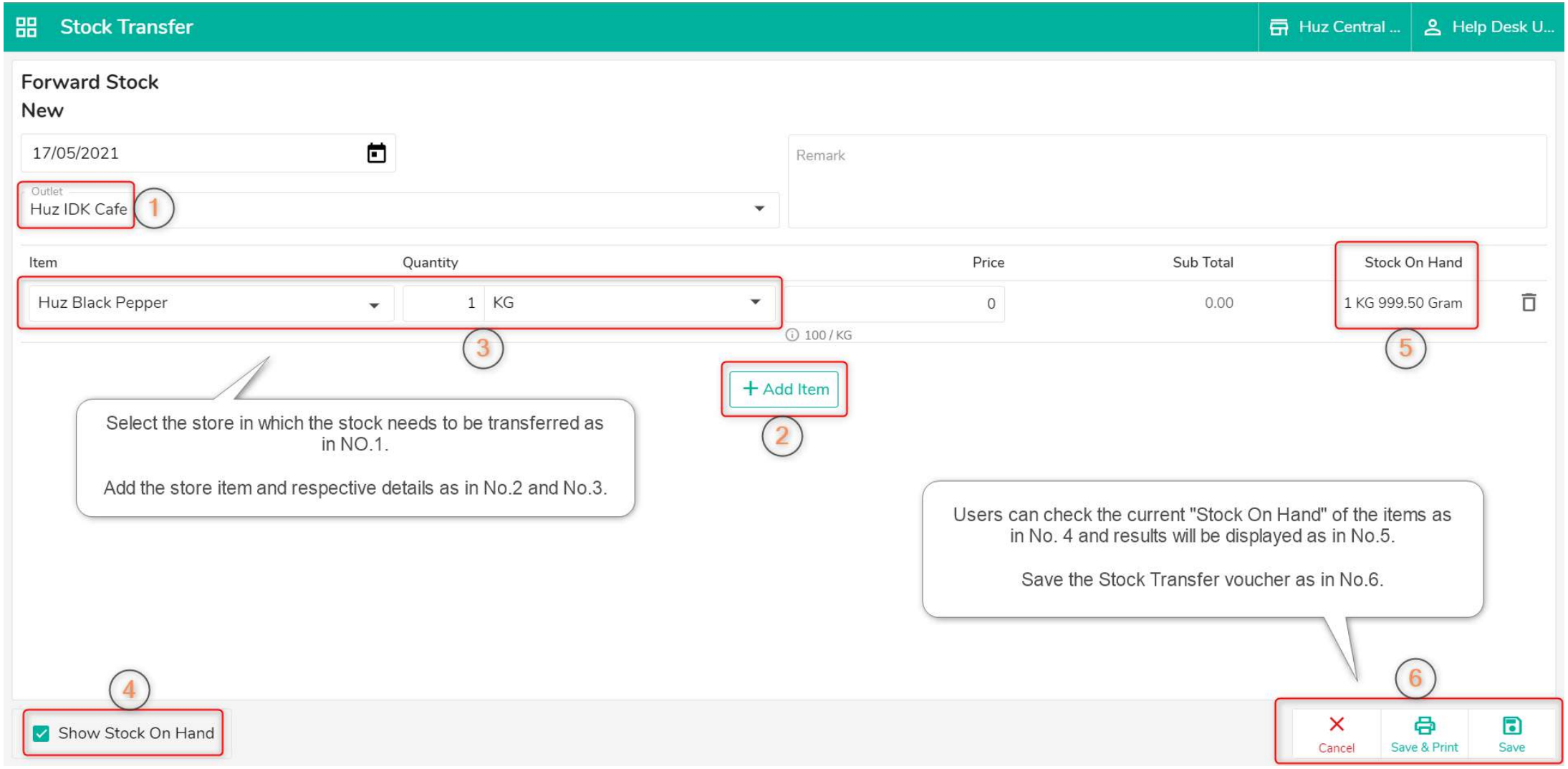
Date	Tran Type	Ref No	Stock In	Stock Out	Cost per Unit	Value	Stock	Stock Value
Food								
Huz Sauces								
17/05/2021	Opening		972.00 GRM				972.00 GRM	0.00
17/05/2021 11:57:20	Manufacturing	MFG-2	2.00 KG		0.00	0.00	2972.00 GRM	0.00

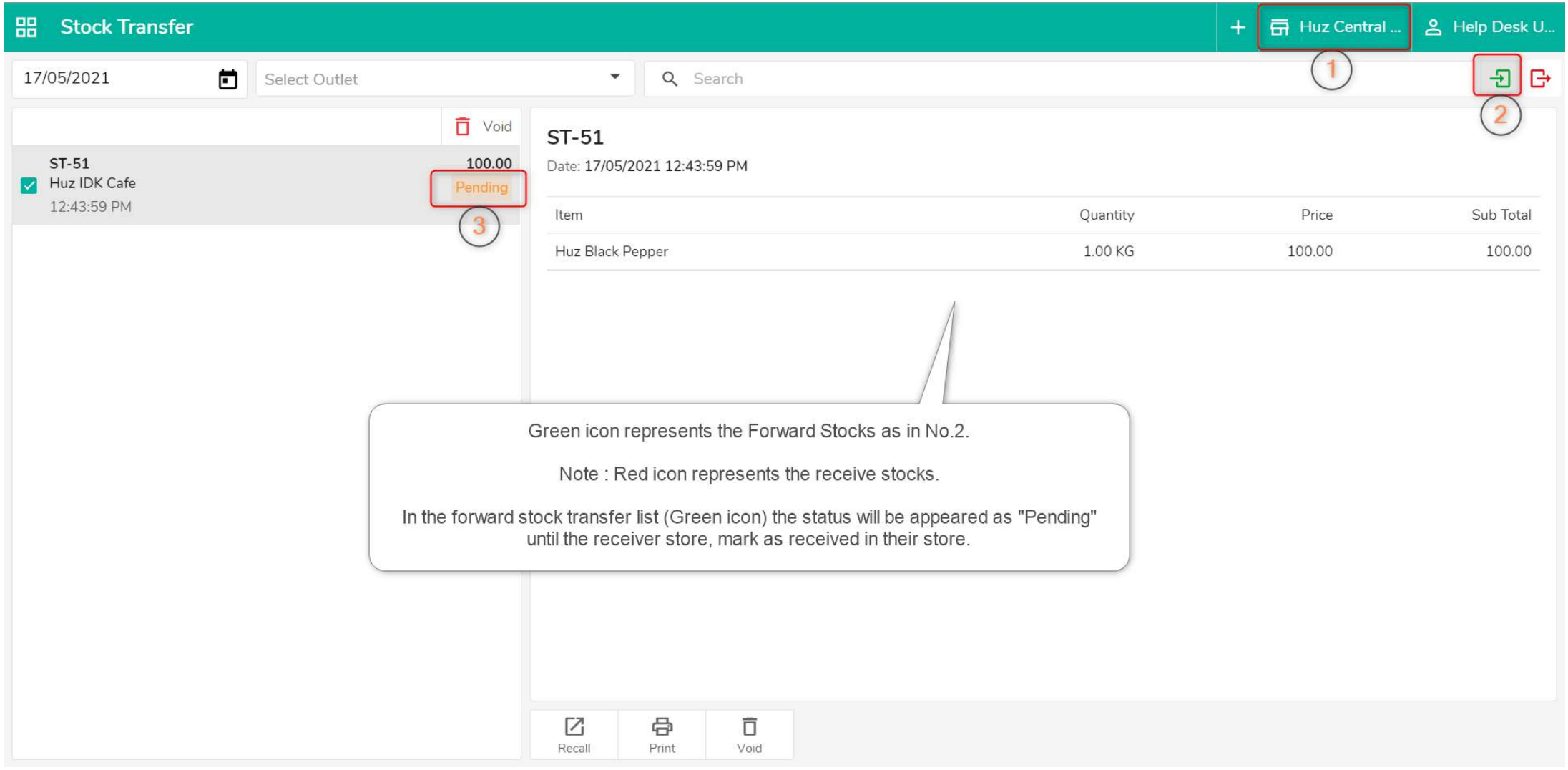
How to perform stock Transfer?

This feature is introduced in order to make the process faster when goods are requested on an emergency basis in Kitchen or Bar etc. Users do not have to wait for any authorization or request received/raised from the respective Kitchen or Bar.User can instantly make the transfer of the items when needed.

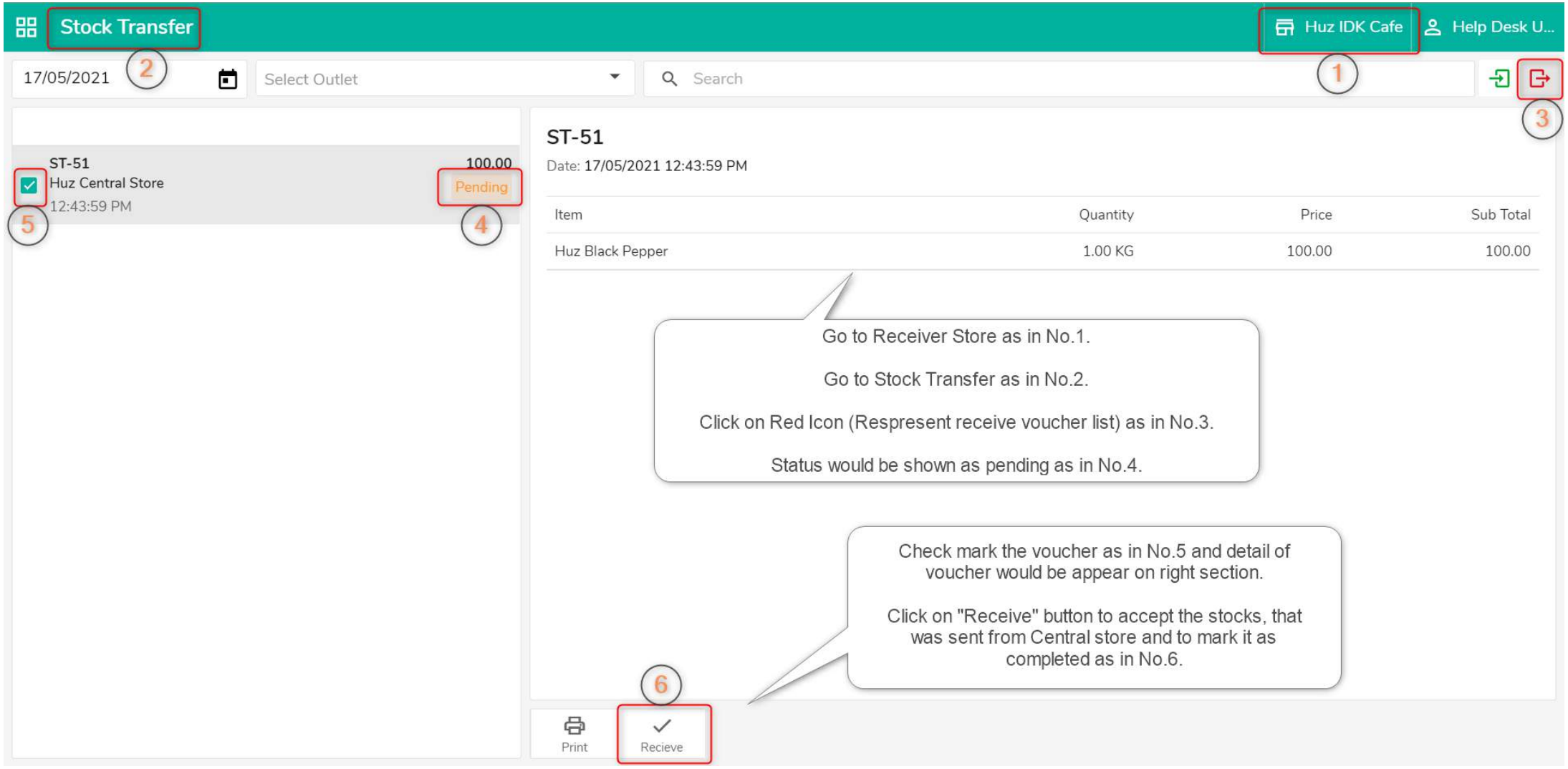


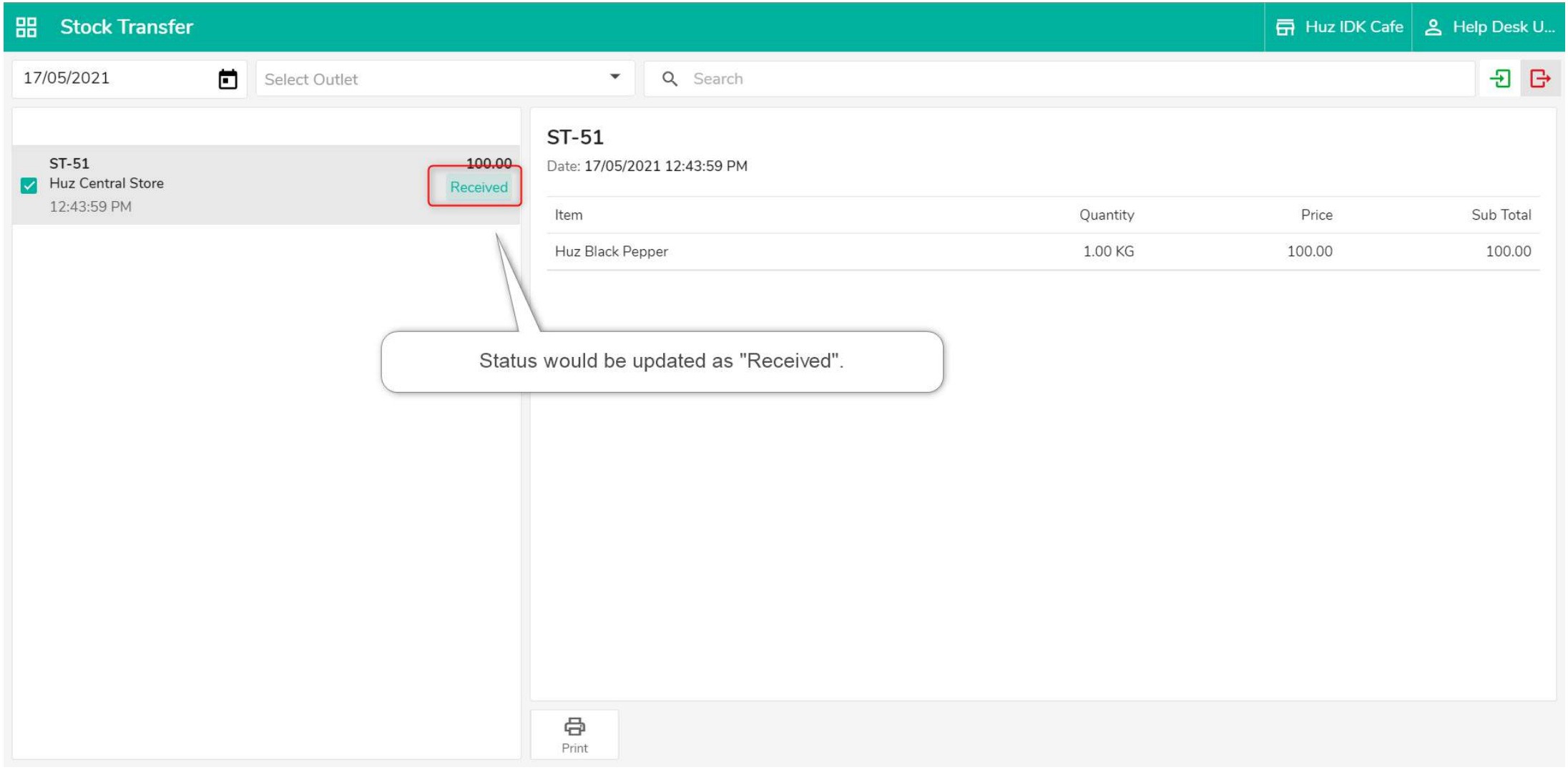

Stock Transfer
1
+
Huz Central ...
Help Desk U...
17/05/2021
Select Outlet
Search
2
All 0
Go to Stock Transfer as in No.1 to transfer the stock to another store.
Click on + button to generate new Issue voucher as on No.2.
No Record Found!
Click on the stock transfer to view the details.


Stock Transfer
Huz Central ...
Help Desk U...
Forward Stock
New
17/05/2021
Remark
Outlet
Huz IDK Cafe
1
Item
Quantity
Price
Sub Total
Stock On Hand
Huz Black Pepper
1
KG
0
0.00
1 KG 999.50 Gram
100 / KG
3
5
+ Add Item
2
Select the store in which the stock needs to be transferred as in NO.1.
Add the store item and respective details as in No.2 and No.3.
Users can check the current "Stock On Hand" of the items as in No. 4 and results will be displayed as in No.5.
Save the Stock Transfer voucher as in No.6.
4
6
Show Stock On Hand
Cancel
Save & Print
Save


Stock Transfer
Huz Central ...
Help Desk U...
17/05/2021
Select Outlet
Search
1
2
Void
ST-51
100.00
Huz IDK Cafe
Pending
12:43:59 PM
3
ST-51
Date: 17/05/2021 12:43:59 PM
Item
Quantity
Price
Sub Total
Huz Black Pepper
1.00 KG
100.00
100.00
Green icon represents the Forward Stocks as in No.2.
Note : Red icon represents the receive stocks.
In the forward stock transfer list (Green icon) the status will be appeared as "Pending" until the receiver store, mark as received in their store.
Recall
Print
Void

EZEE OPTIMUS - INVENTORY MODULE

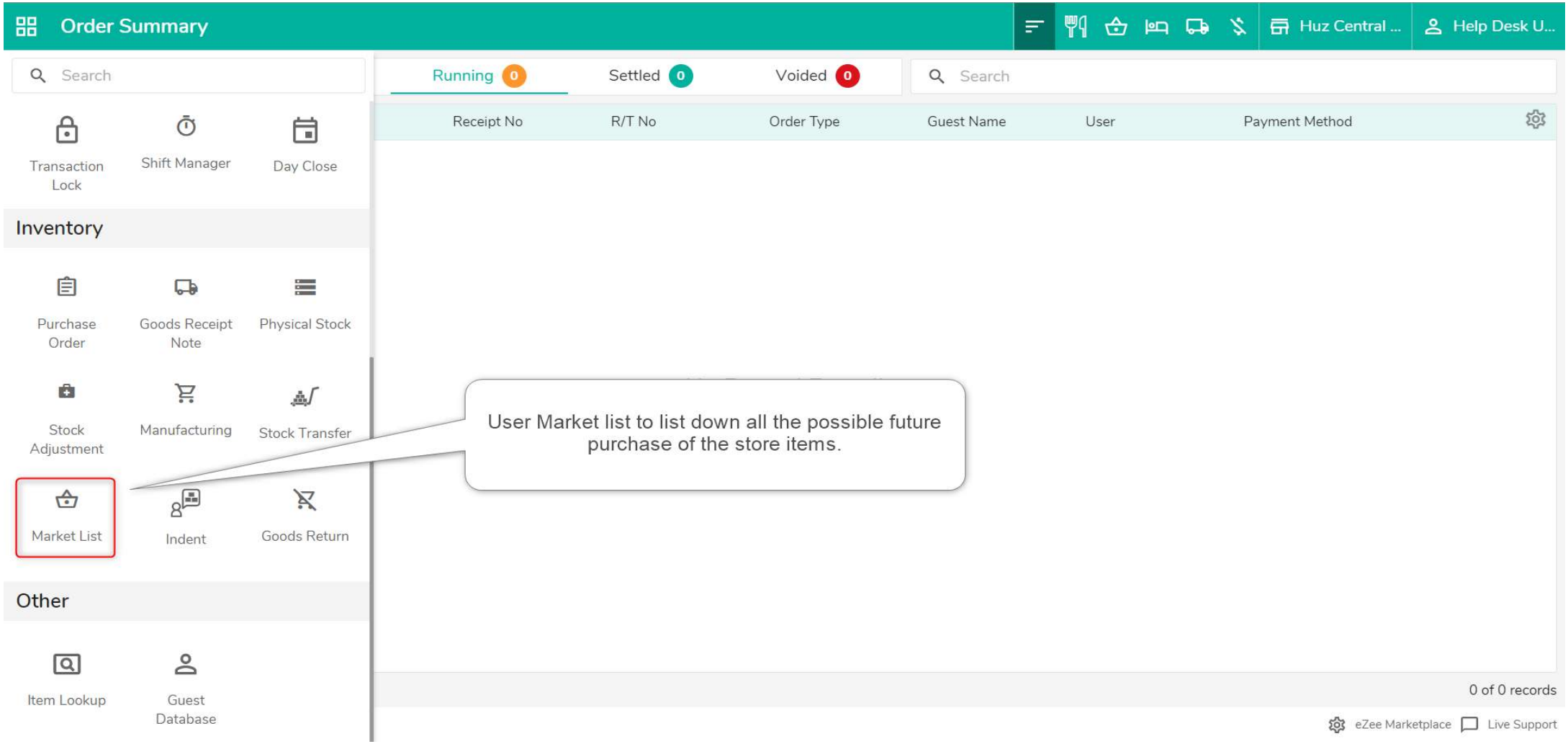


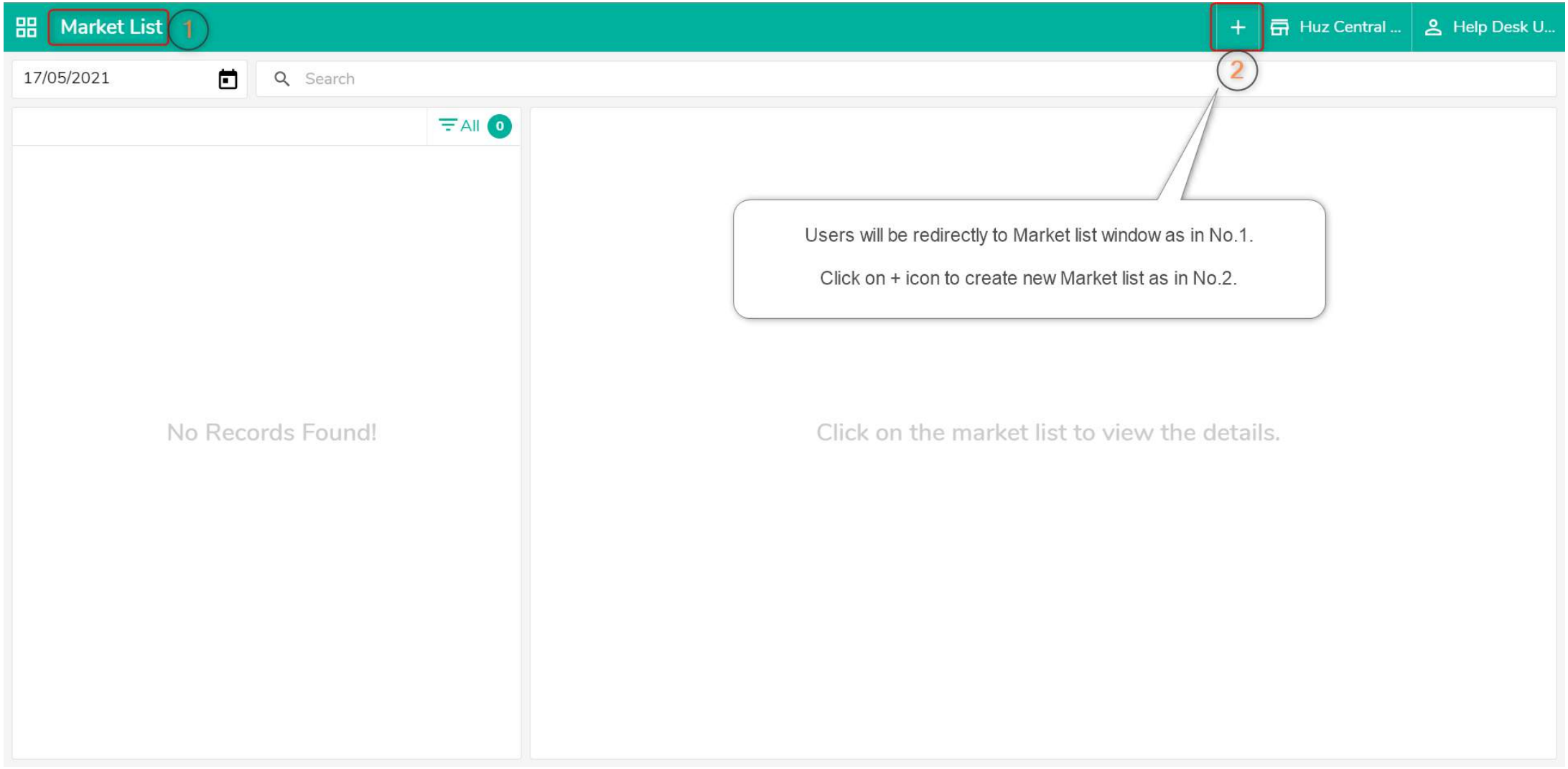


NOTE: Selection of outlet is mandatory here as to which outlet stock is being transferred.

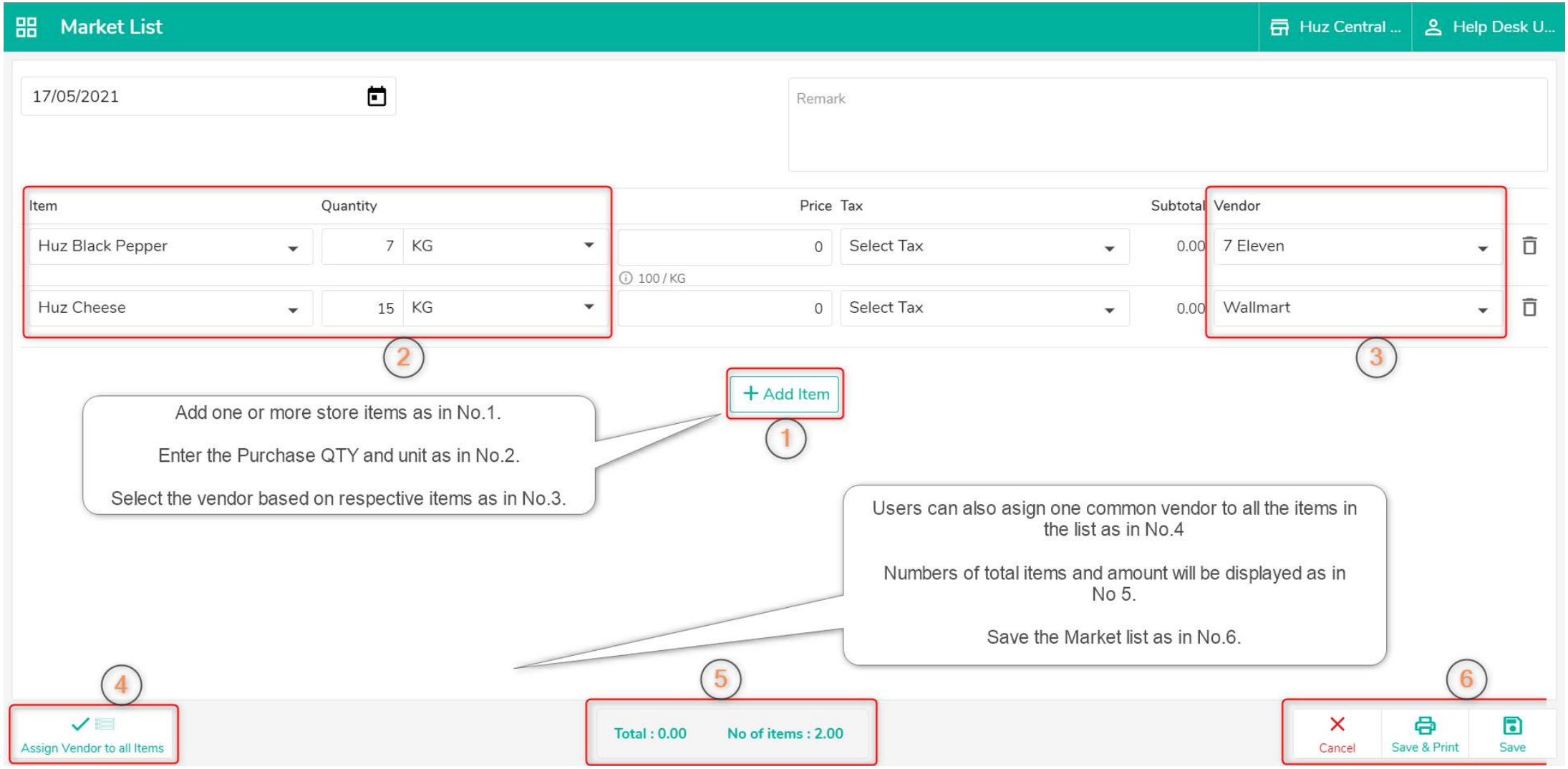
What is the use of a Market list in eZee Optimus Inventory management?

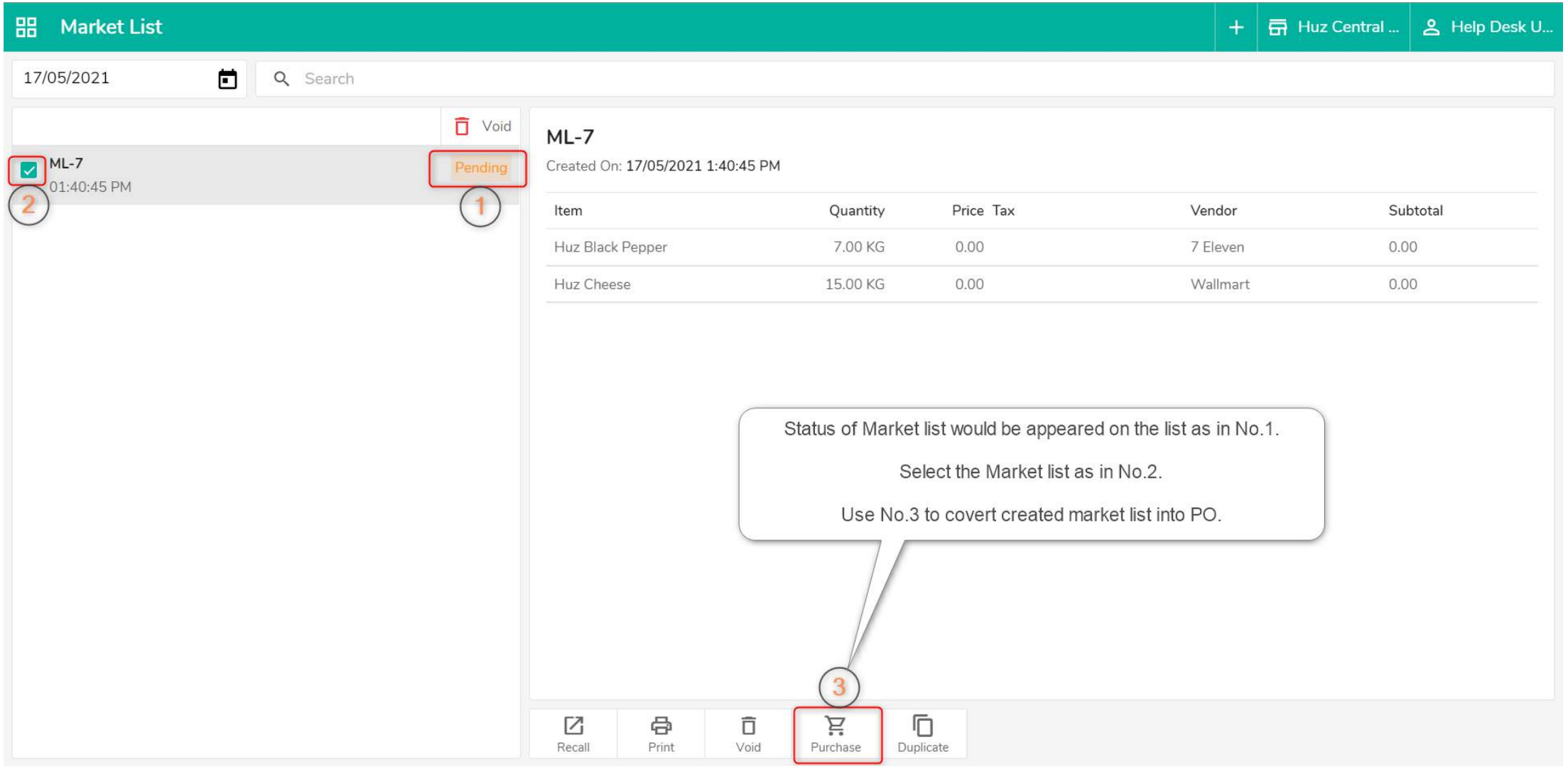
Market list is nothing but preparing the Purchase order of the items prior to the stock of that item going to get finished. So, Store manager can directly raise the purchase order if the list is ready with respective qty and vendor.It is possible to change the Qty and Vendor at the time of creating a purchase order.

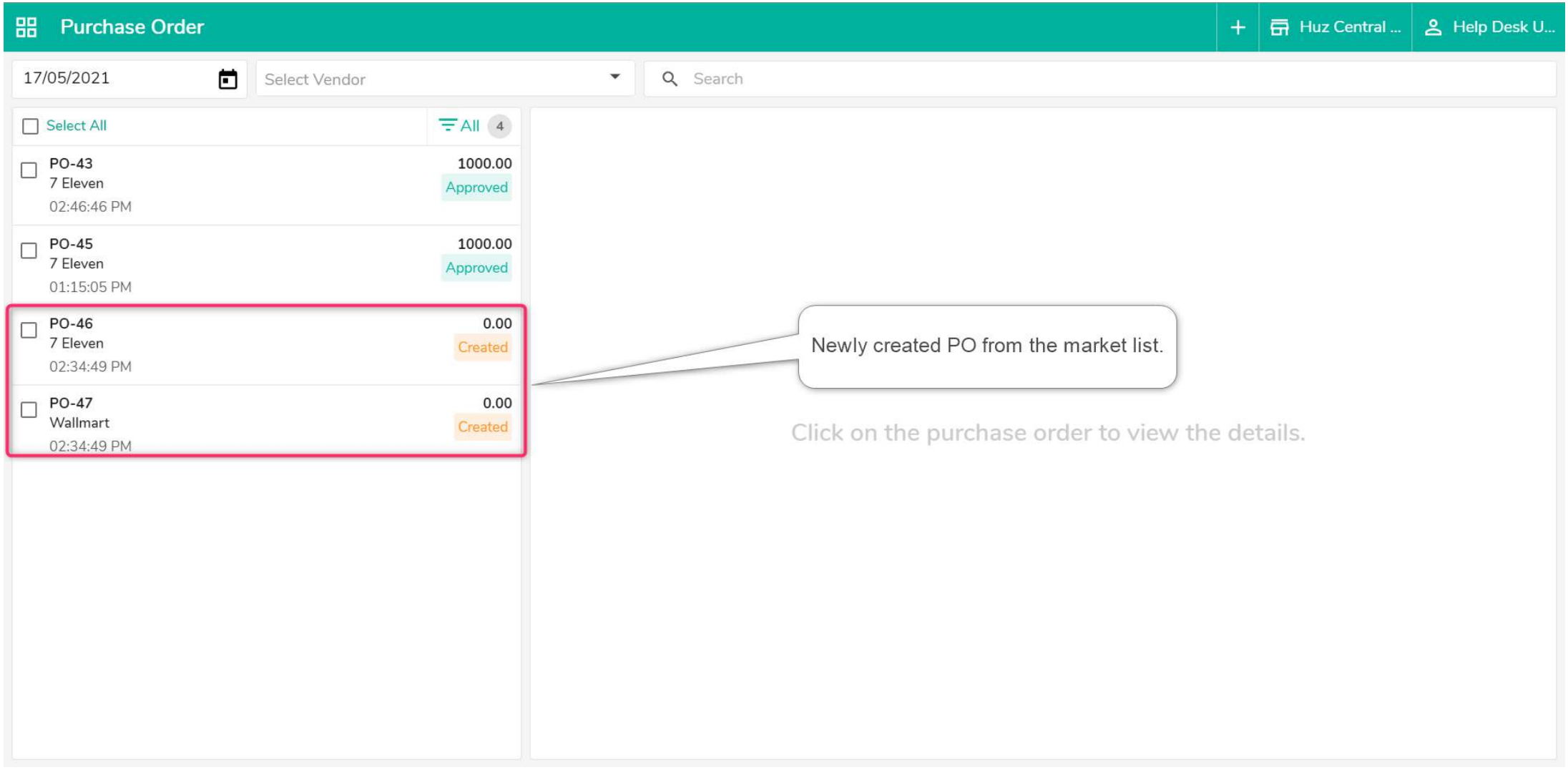



Market List
1
Huz Central ...
Help Desk U...
17/05/2021
Search
2
All
0
No Records Found!
Users will be redirectly to Market list window as in No.1.
Click on + icon to create new Market list as in No.2.
Click on the market list to view the details.

EZEE OPTIMUS - INVENTORY MODULE

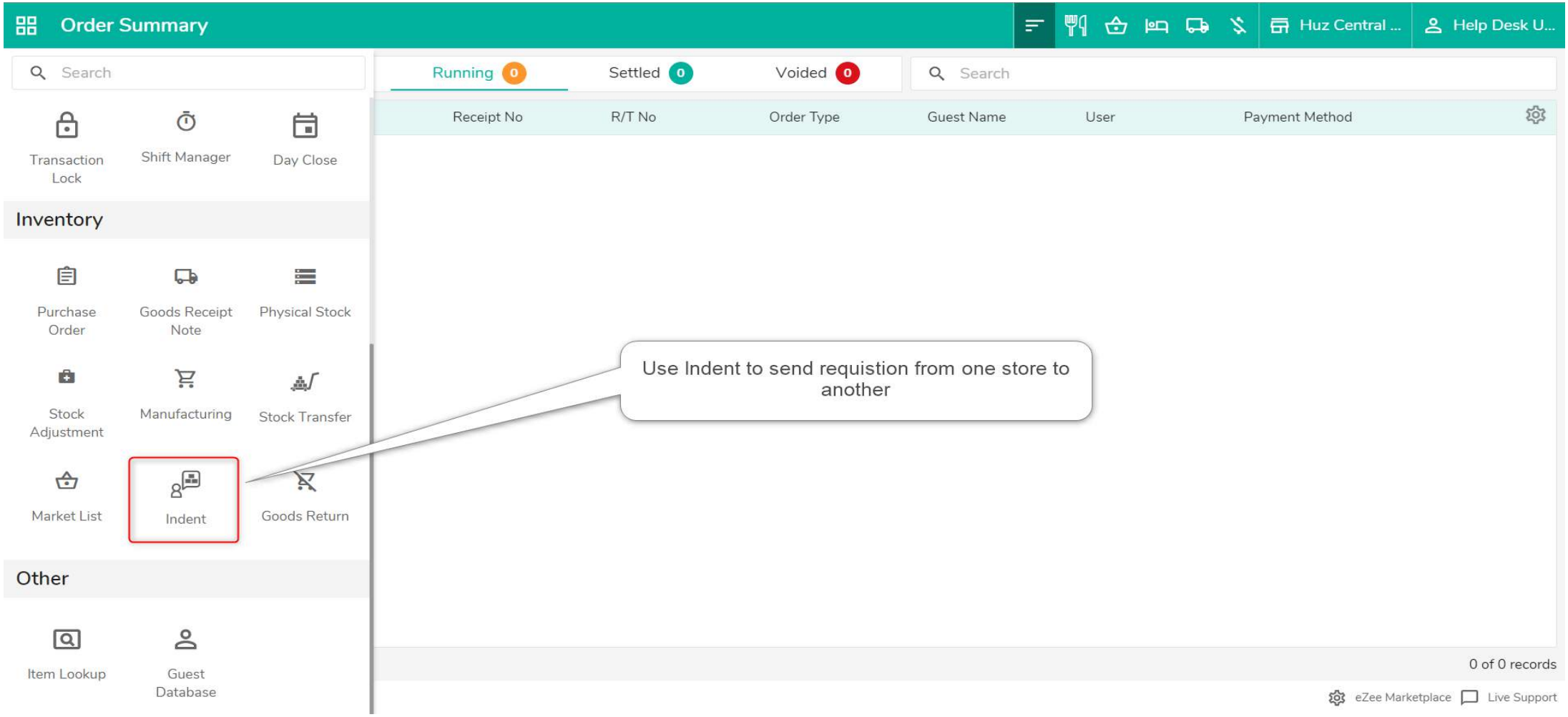



Market List
Huz Central ...
Help Desk U...
17/05/2021
Search
Void
ML-7
01:40:45 PM
Pending
2
1
ML-7
Created On: 17/05/2021 1:40:45 PM
Item
Quantity
Price Tax
Vendor
Subtotal
Huz Black Pepper
7.00 KG
0.00
7 Eleven
0.00
Huz Cheese
15.00 KG
0.00
Wallmart
0.00
Status of Market list would be appeared on the list as in No.1.
Select the Market list as in No.2.
Use No.3 to covert created market list into PO.
3
Recall
Print
Void
Purchase
Duplicate

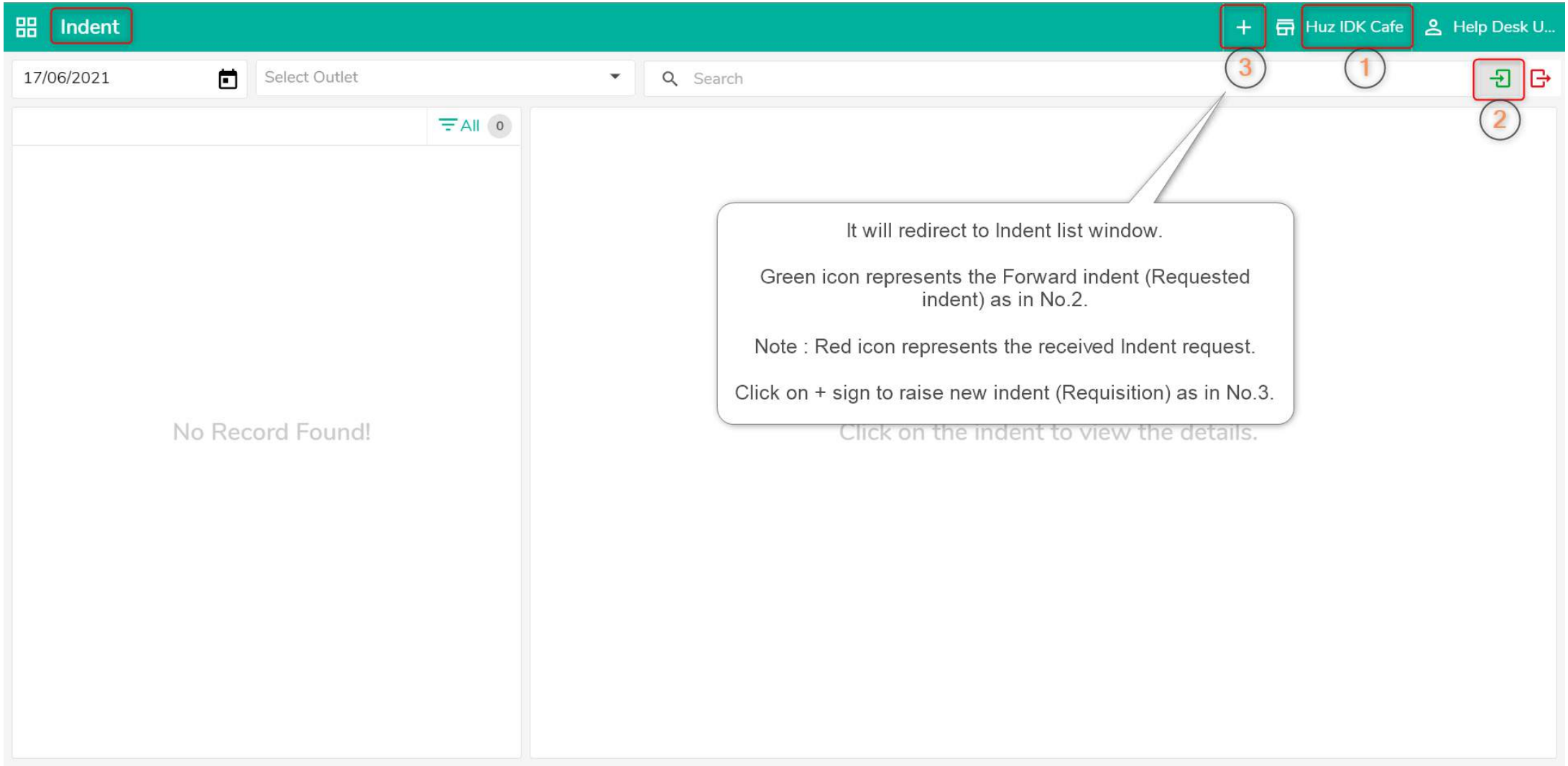

Purchase Order
Huz Central ...
Help Desk U...
17/05/2021
Select Vendor
Search
Select All
All 4
PO-43
7 Eleven
02:46:46 PM
1000.00
Approved
PO-45
7 Eleven
01:15:05 PM
1000.00
Approved
PO-46
7 Eleven
02:34:49 PM
0.00
Created
PO-47
Wallmart
02:34:49 PM
0.00
Created
Newly created PO from the market list.
Click on the purchase order to view the details.

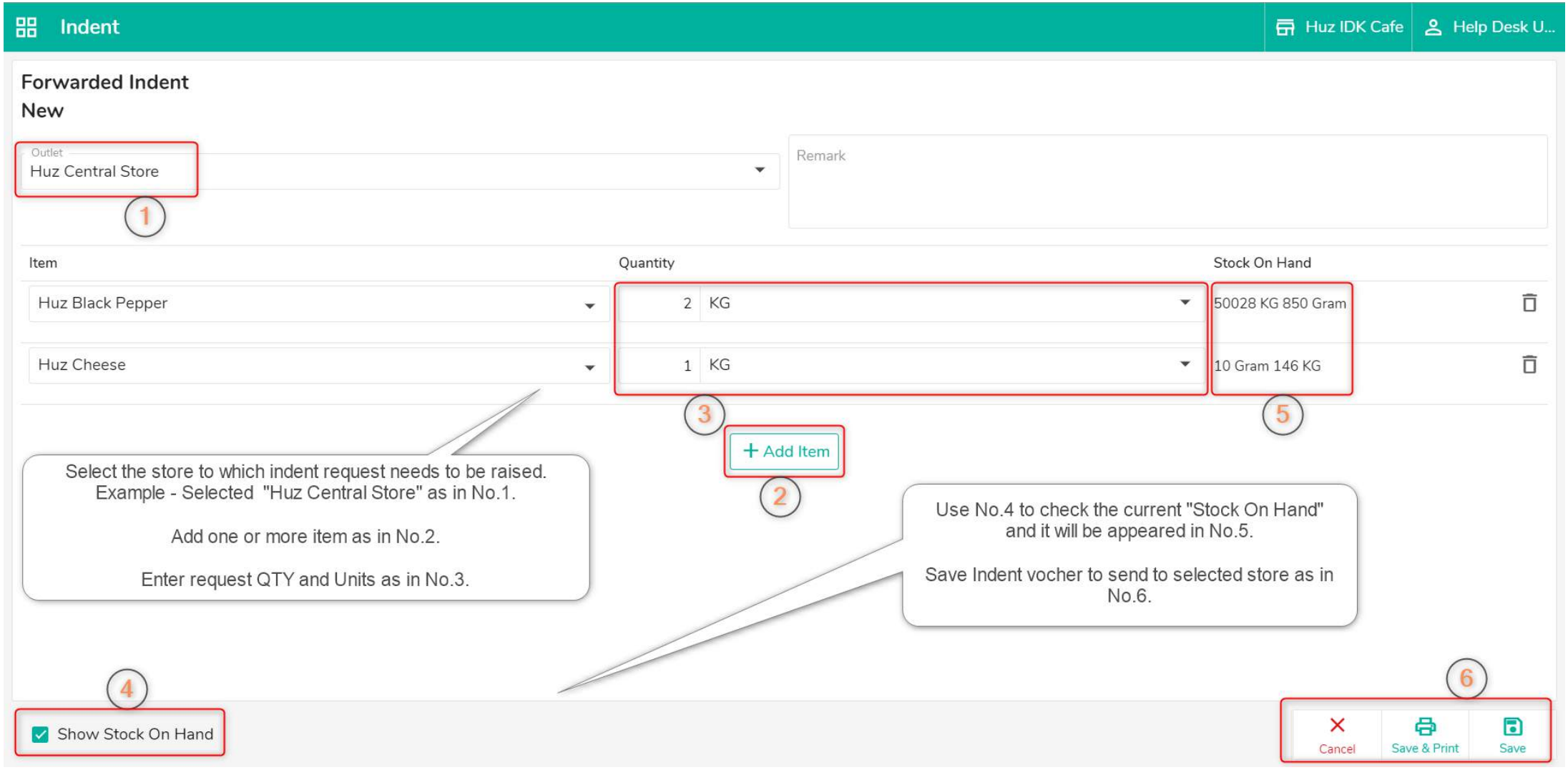
What is the Indent? What is the process of Indent in eZee Optimus?

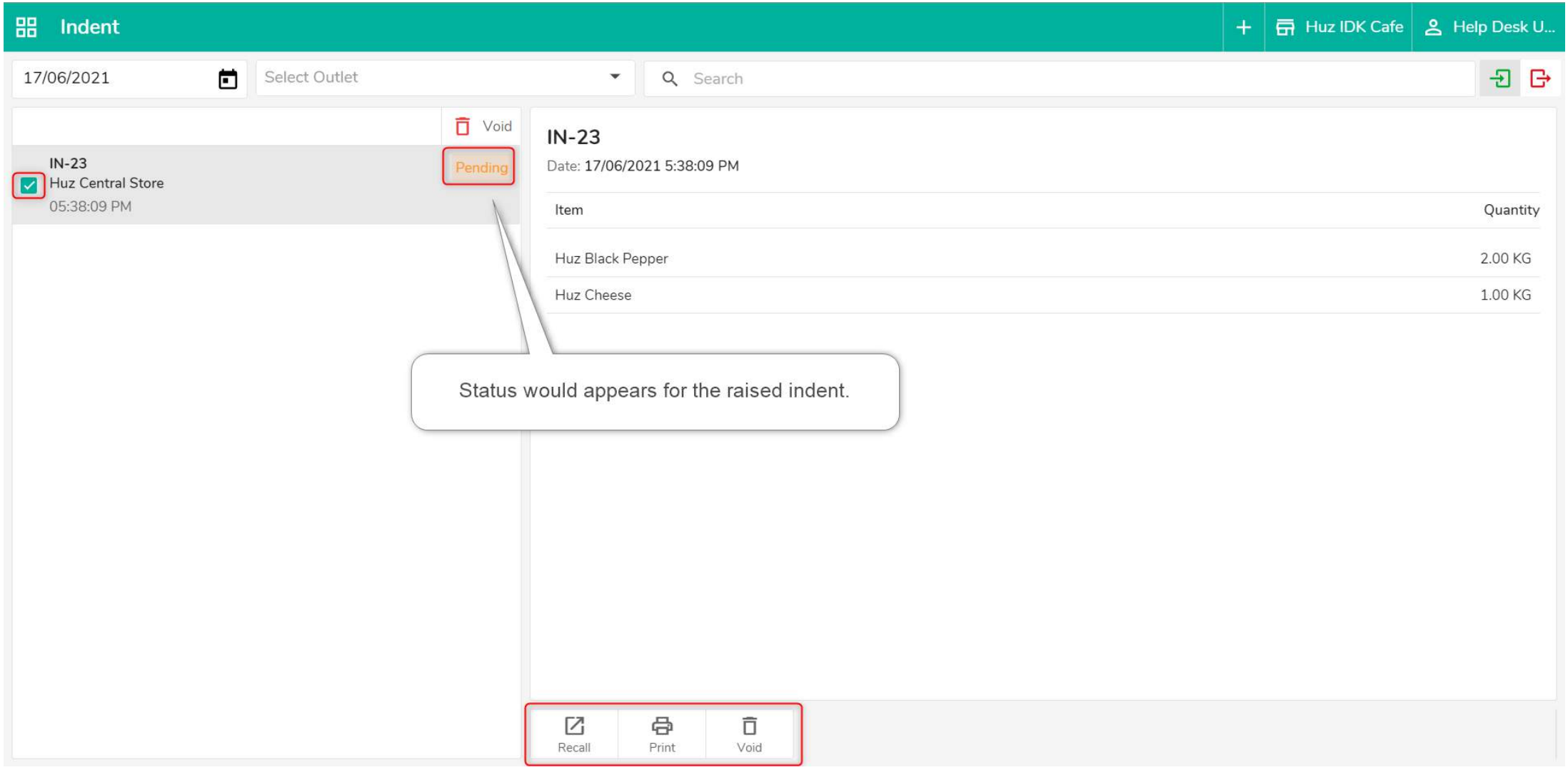
In Restaurants Indent is nothing but a request raised for goods from Kitchen, Bar or other stores to the Main store. For Example- Kitchen store will raise a request of some store item with its respective qty (Forward Indent). Store manager of the Main store will receive a request in the Main Store under (Receive Indent). Stock will be verified by the Main store manager or the authorized person based on the qty requested of items and Issue it accordingly. This process is nothing but the indent which is mentioned below:



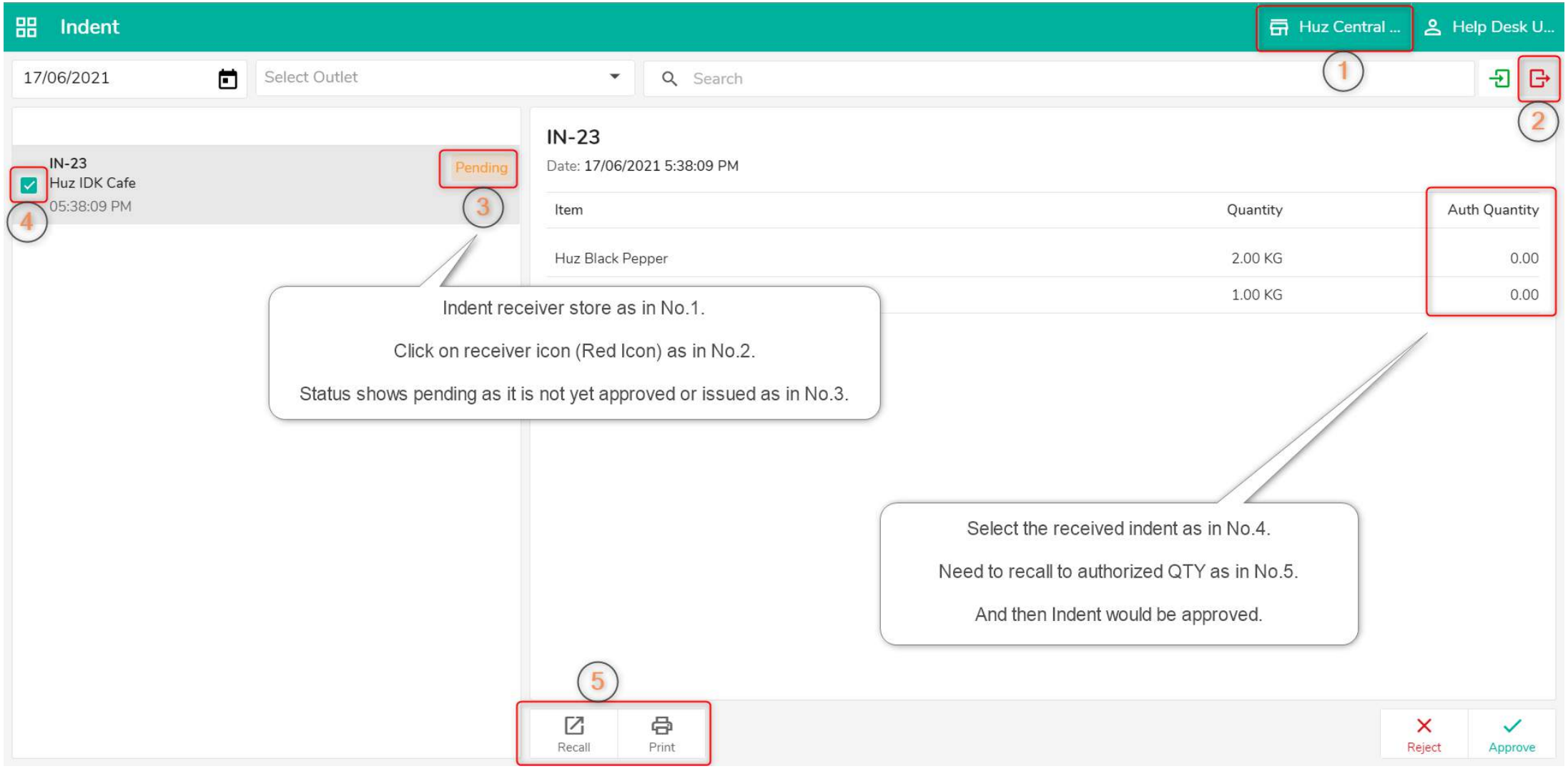
1.Manual Indent Process

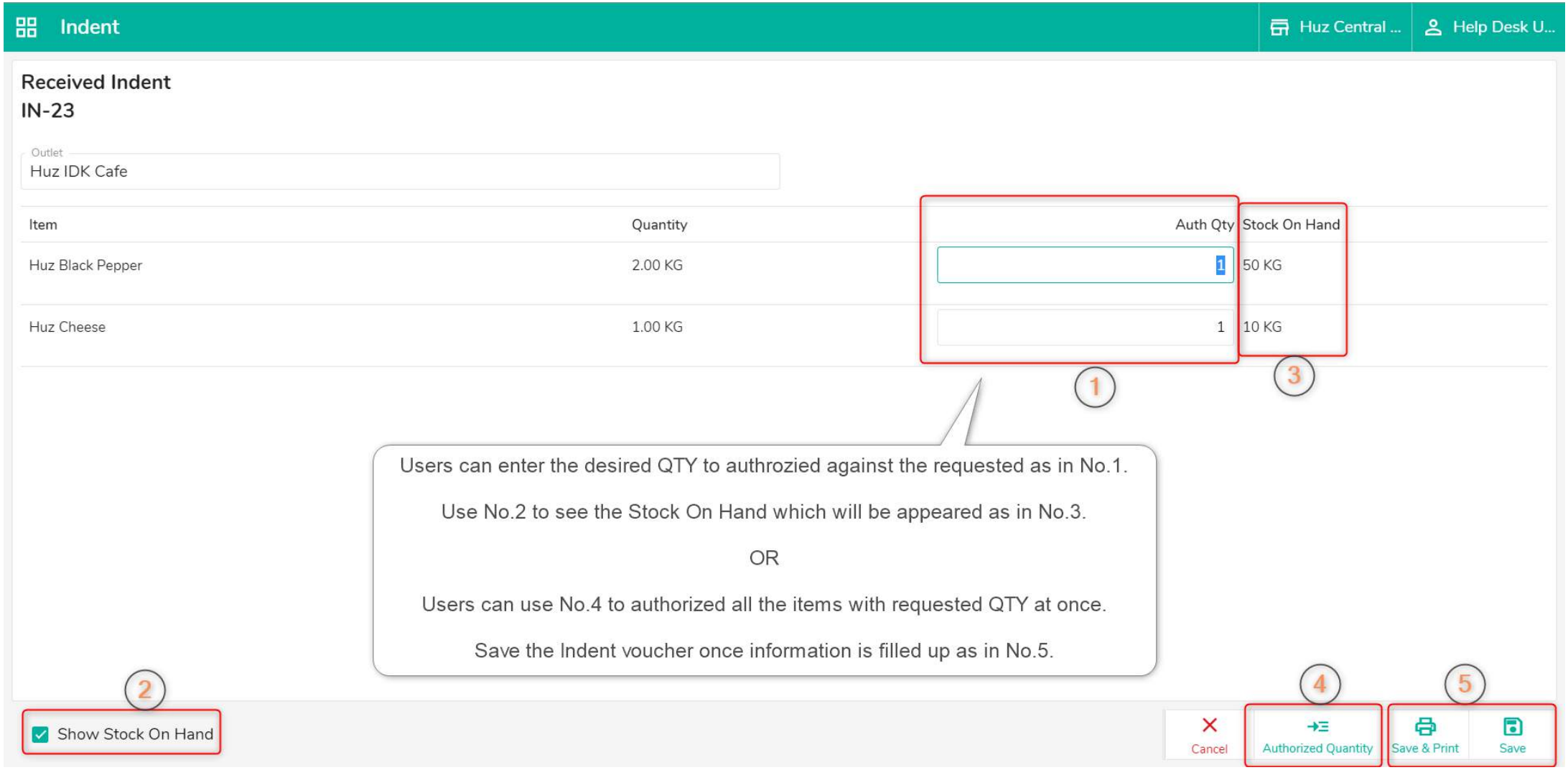


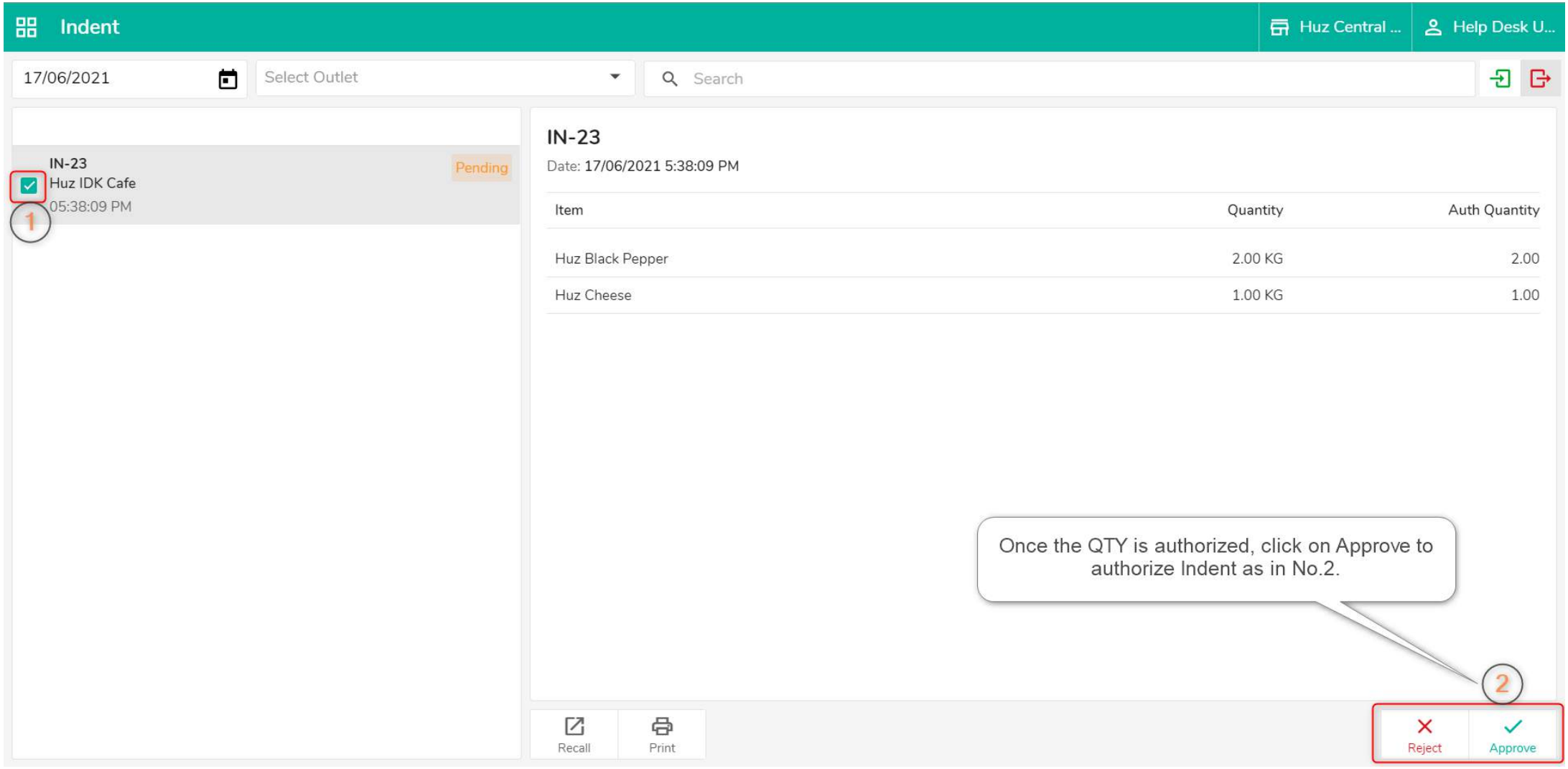

Indent
Huz IDK Cafe
Help Desk U...
Forwarded Indent
New
Outlet
Huz Central Store
1
Remark
Item
Quantity
Stock On Hand
Huz Black Pepper
2
KG
50028 KG 850 Gram
Huz Cheese
1
KG
10 Gram 146 KG
3
5
+ Add Item
2
Select the store to which indent request needs to be raised.
Example - Selected "Huz Central Store" as in No.1.
Add one or more item as in No.2.
Enter request QTY and Units as in No.3.
Use No.4 to check the current "Stock On Hand" and it will be appeared in No.5.
Save Indent vocher to send to selected store as in No.6.
4
Show Stock On Hand
6
Cancel
Save & Print
Save

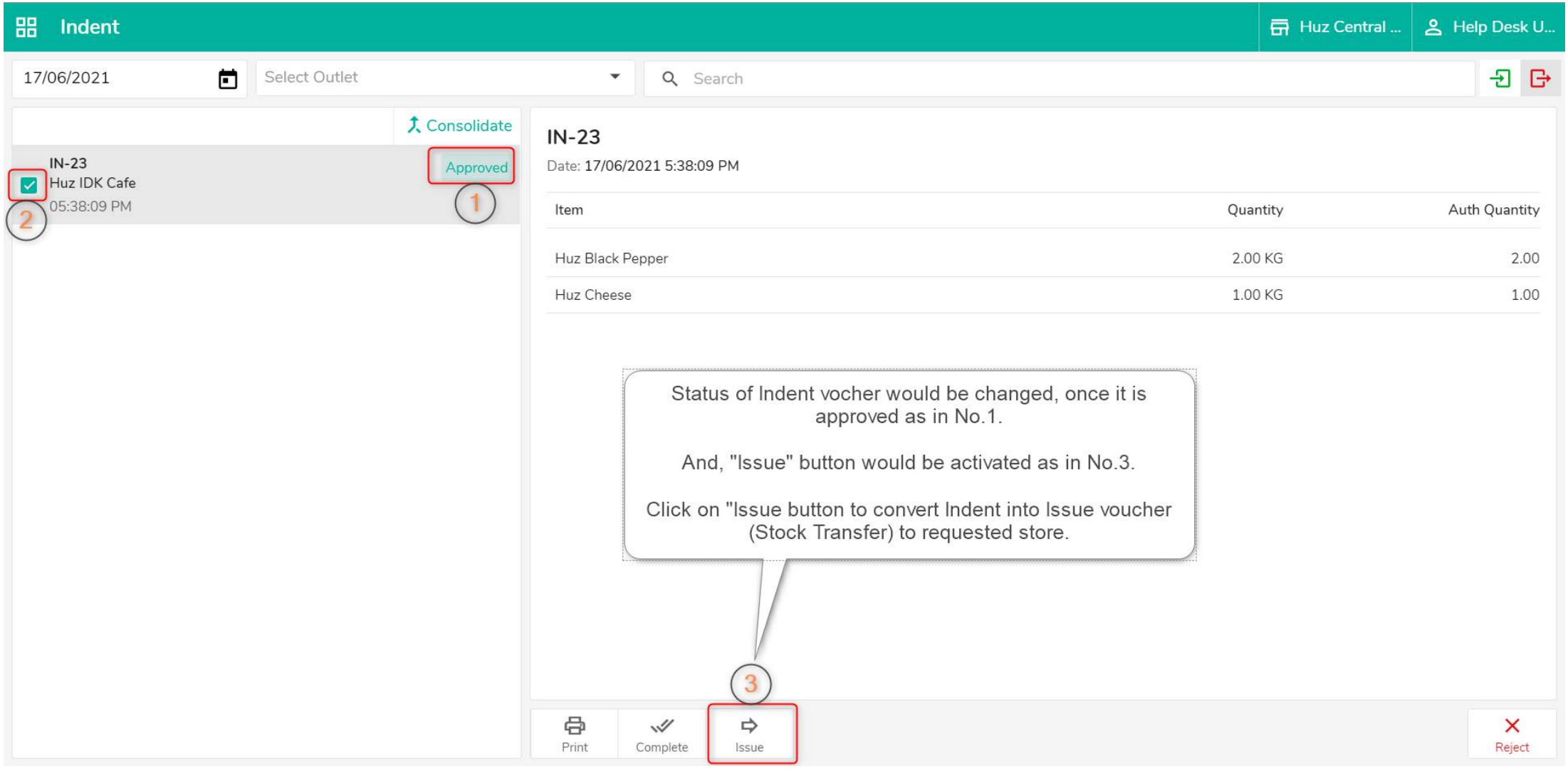

Indent
Huz IDK Cafe
Help Desk U...
17/06/2021
Select Outlet
Search
Void
IN-23
Huz Central Store
05:38:09 PM
Pending
IN-23
Date: 17/06/2021 5:38:09 PM
Item
Quantity
Huz Black Pepper
2.00 KG
Huz Cheese
1.00 KG
Status would appears for the raised indent.
Recall
Print
Void

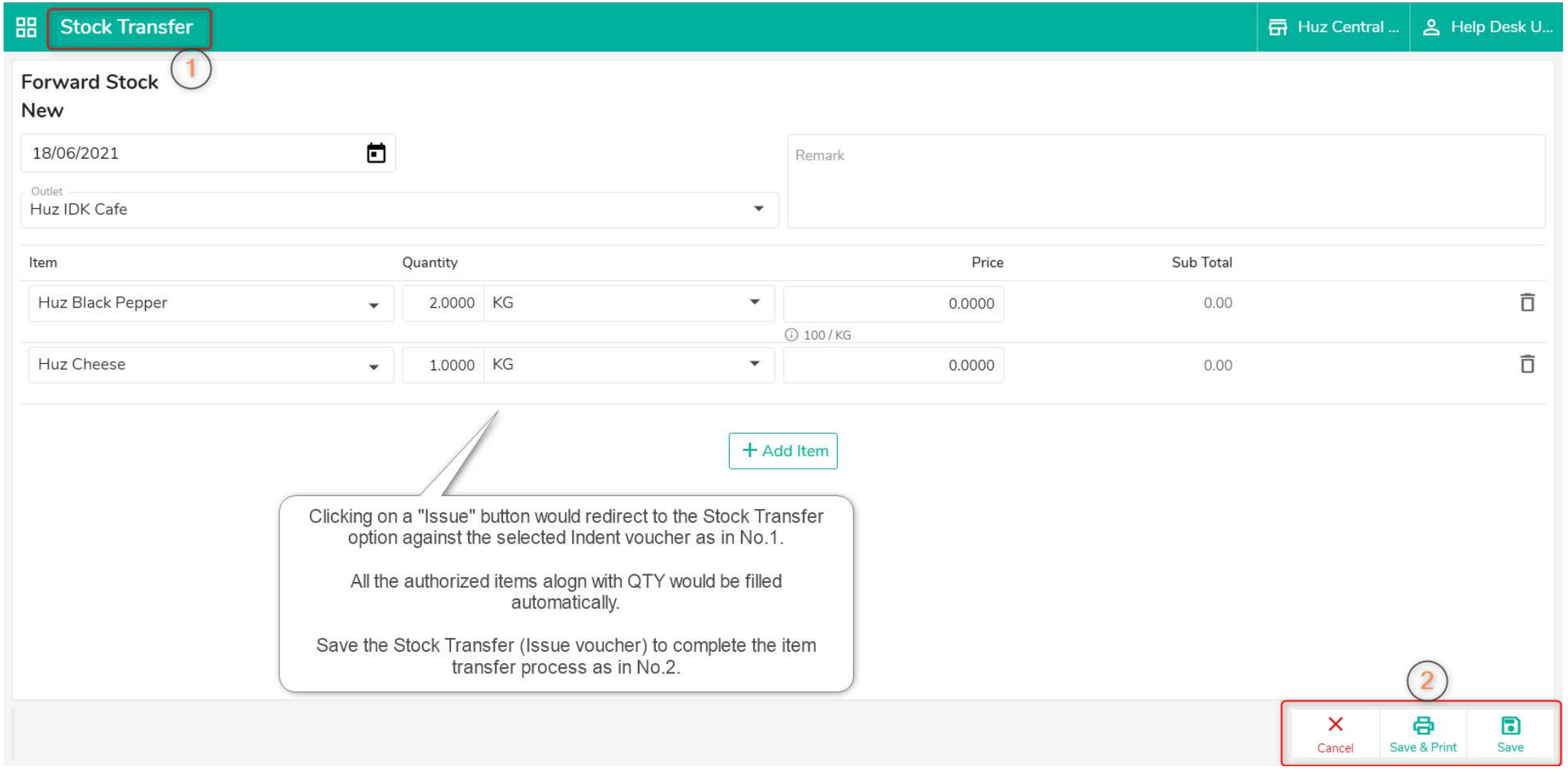
EZEE OPTIMUS - INVENTORY MODULE

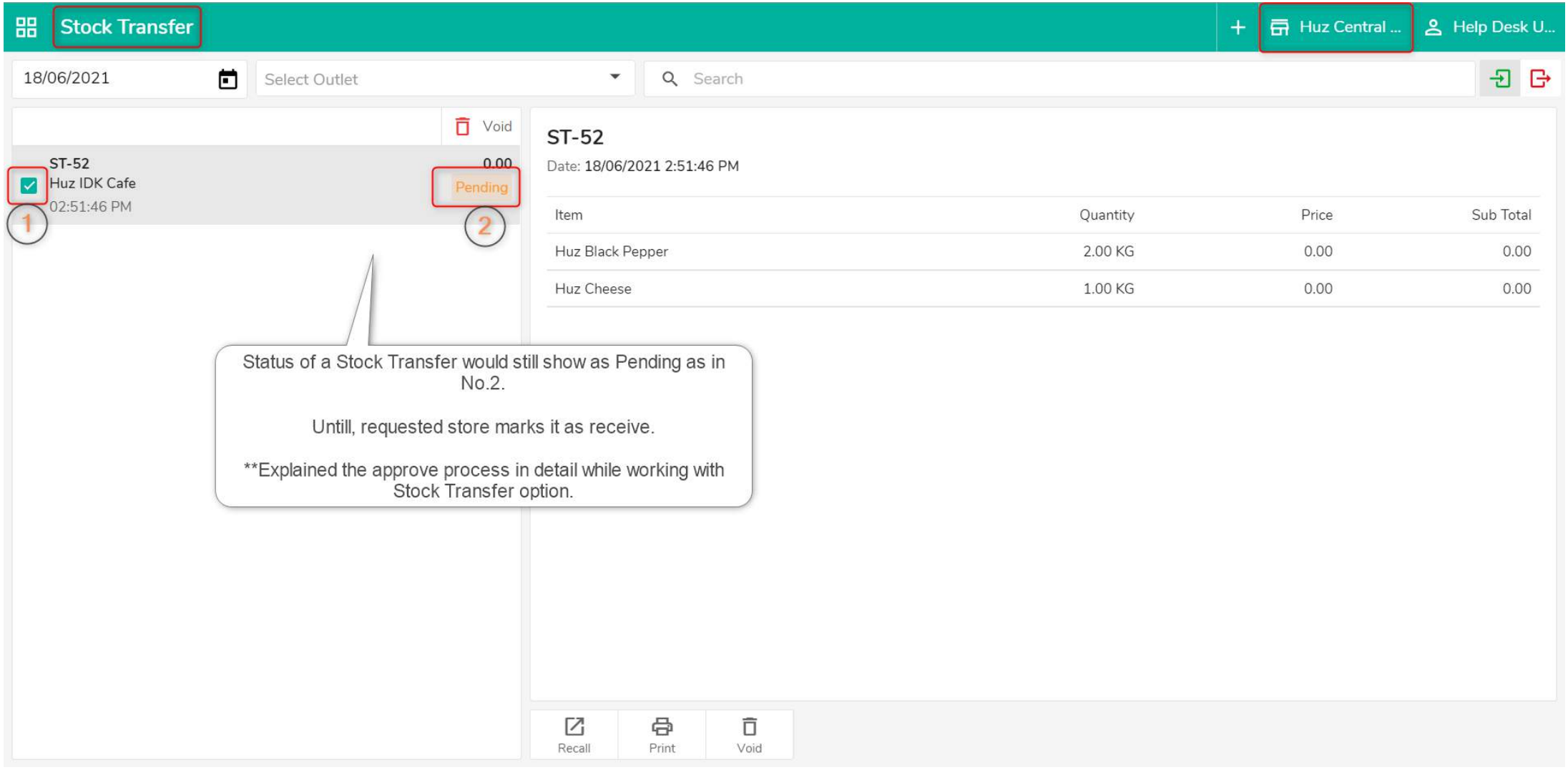



Indent
Huz Central ...
Help Desk U...
Received Indent
IN-23
Outlet
Huz IDK Cafe
Item
Quantity
Auth Qty
Stock On Hand
Huz Black Pepper
2.00 KG
1
50 KG
Huz Cheese
1.00 KG
1
10 KG
1
3
Users can enter the desired QTY to authrozied against the requested as in No.1.
Use No.2 to see the Stock On Hand which will be appeared as in No.3.
OR
Users can use No.4 to authorized all the items with requested QTY at once.
Save the Indent voucher once information is filled up as in No.5.
2
Show Stock On Hand
4
5
Cancel
Authorized Quantity
Save & Print
Save

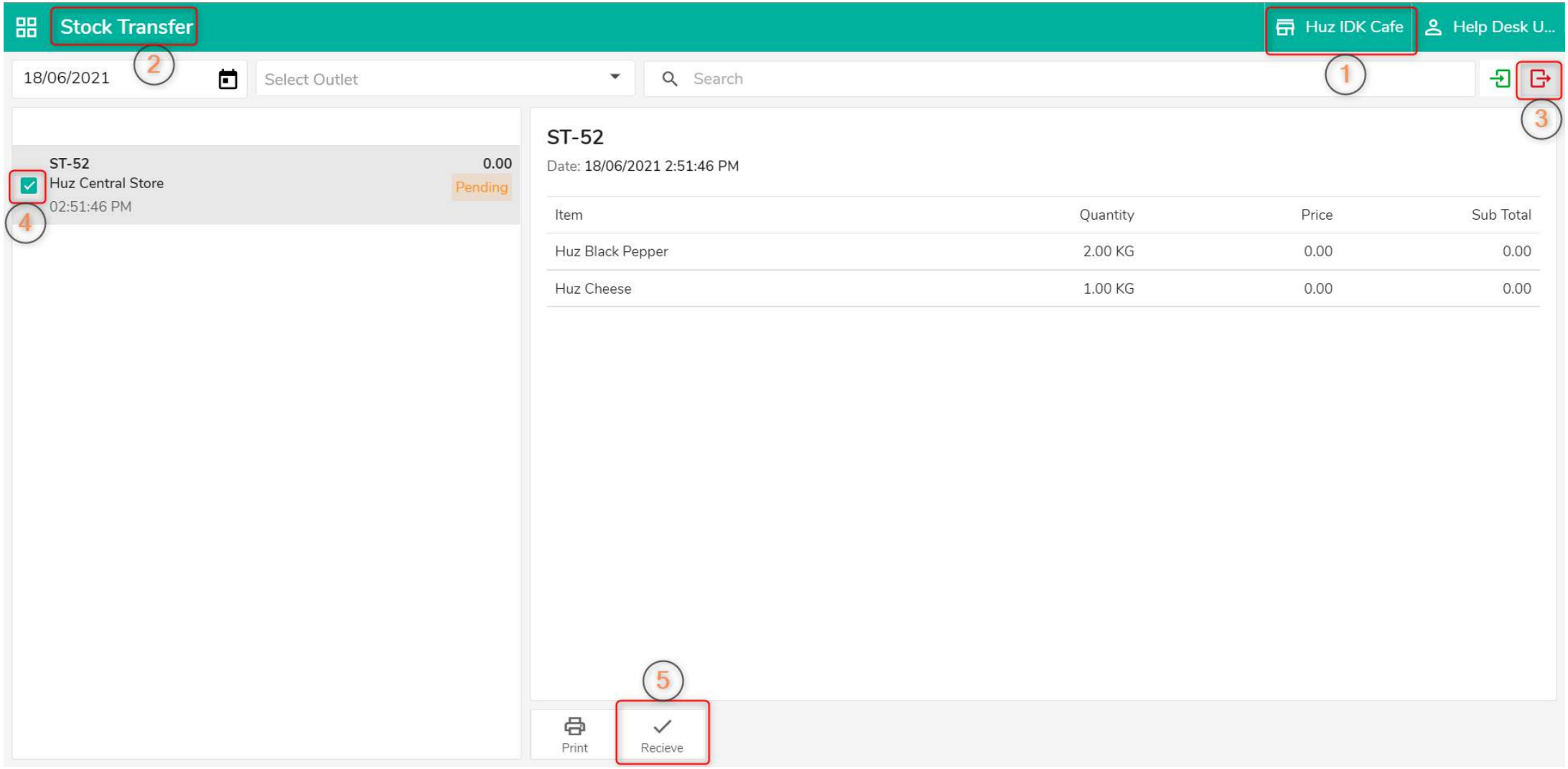

Indent
Huz Central ...
Help Desk U...
17/06/2021
Select Outlet
Search
IN-23
Huz IDK Cafe
05:38:09 PM
Pending
1
IN-23
Date: 17/06/2021 5:38:09 PM
Item
Quantity
Auth Quantity
Huz Black Pepper
2.00 KG
2.00
Huz Cheese
1.00 KG
1.00
Once the QTY is authorized, click on Approve to authorize Indent as in No.2.
2
Recall
Print
Reject
Approve


Indent
Huz Central ...
Help Desk U...
17/06/2021
Select Outlet
Search
Consolidate
IN-23
Huz IDK Cafe
05:38:09 PM
Approved
1
2
IN-23
Date: 17/06/2021 5:38:09 PM
Item
Quantity
Auth Quantity
Huz Black Pepper
2.00 KG
2.00
Huz Cheese
1.00 KG
1.00
Status of Indent vocher would be changed, once it is approved as in No.1.
And, "Issue" button would be activated as in No.3.
Click on "Issue button to convert Indent into Issue voucher (Stock Transfer) to requested store.
3
Print
Complete
Issue
Reject


Stock Transfer
1
Huz Central ...
Help Desk U...
Forward Stock
New
18/06/2021
Remark
Outlet
Huz IDK Cafe
Item
Quantity
Price
Sub Total
Huz Black Pepper
2.0000
KG
0.0000
0.00
100 / KG
Huz Cheese
1.0000
KG
0.0000
0.00
+ Add Item
Clicking on a "Issue" button would redirect to the Stock Transfer option against the selected Indent voucher as in No.1.
All the authorized items alogn with QTY would be filled automatically.
Save the Stock Transfer (Issue voucher) to complete the item transfer process as in No.2.
2
Cancel
Save & Print
Save



After this, In order to receive the stock in the requester store, Go to Stock transfer Details >> Receive Stock >> Recall the Pending voucher >> Receive the stock.


Stock Transfer
Huz IDK Cafe
Help Desk U...
18/06/2021
2
Select Outlet
Search
1
3
ST-52
0.00
Huz Central Store
Pending
02:51:46 PM
4
ST-52
Date: 18/06/2021 2:51:46 PM
Item
Quantity
Price
Sub Total
Huz Black Pepper
2.00 KG
0.00
0.00
Huz Cheese
1.00 KG
0.00
0.00
5
Print
Recieve

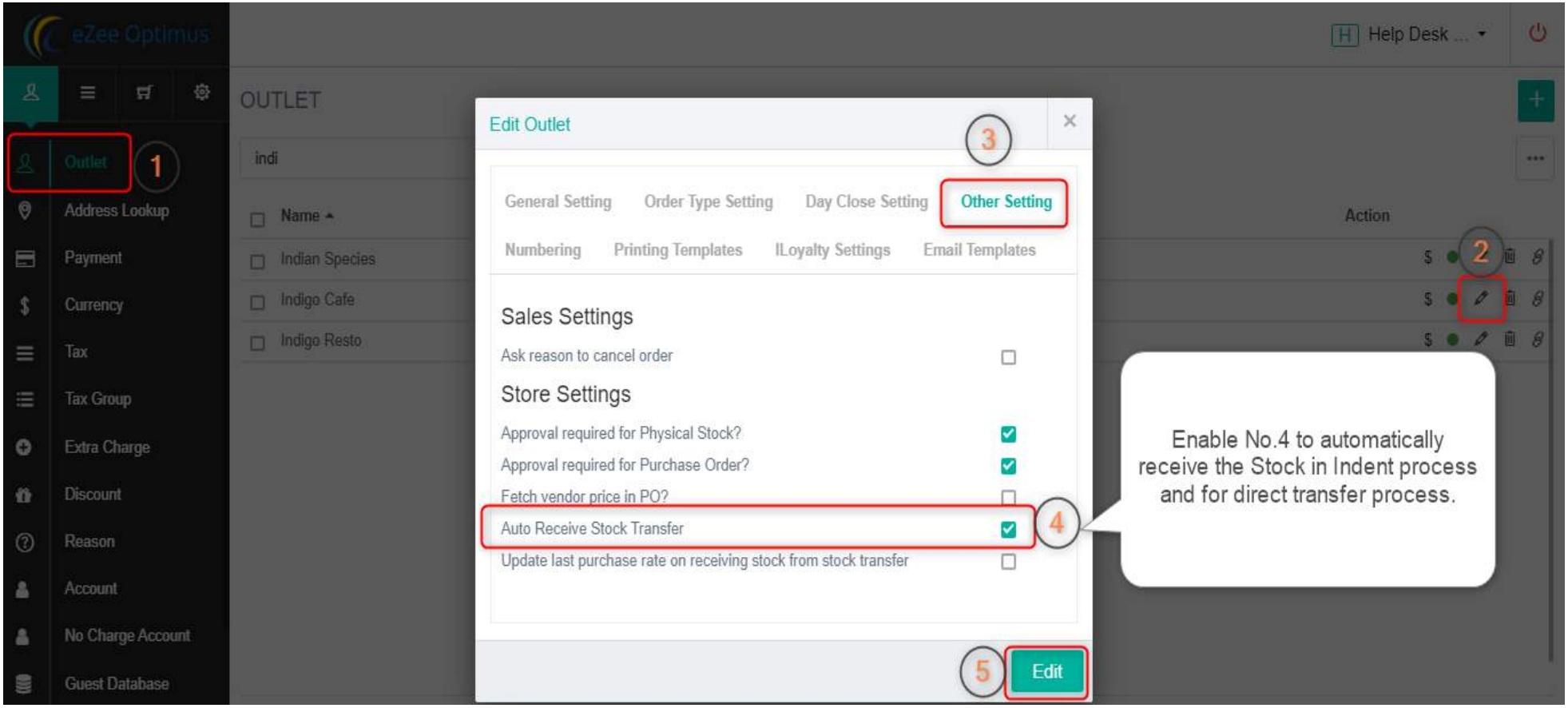
eZee Cafe **Indent Detail**

Date:17/06/2021 To 17/06/2021; Outlet:Huz IDK Cafe

Voucher No	To Outlet	Inventory Item	Quantity	Status	Remark
2021-06-17					
IN-23	Huz Central Store	Huz Black Pepper	2.00 KG	APPROVED	
IN-23	Huz Central Store	Huz Cheese	1.00 KG	APPROVED	

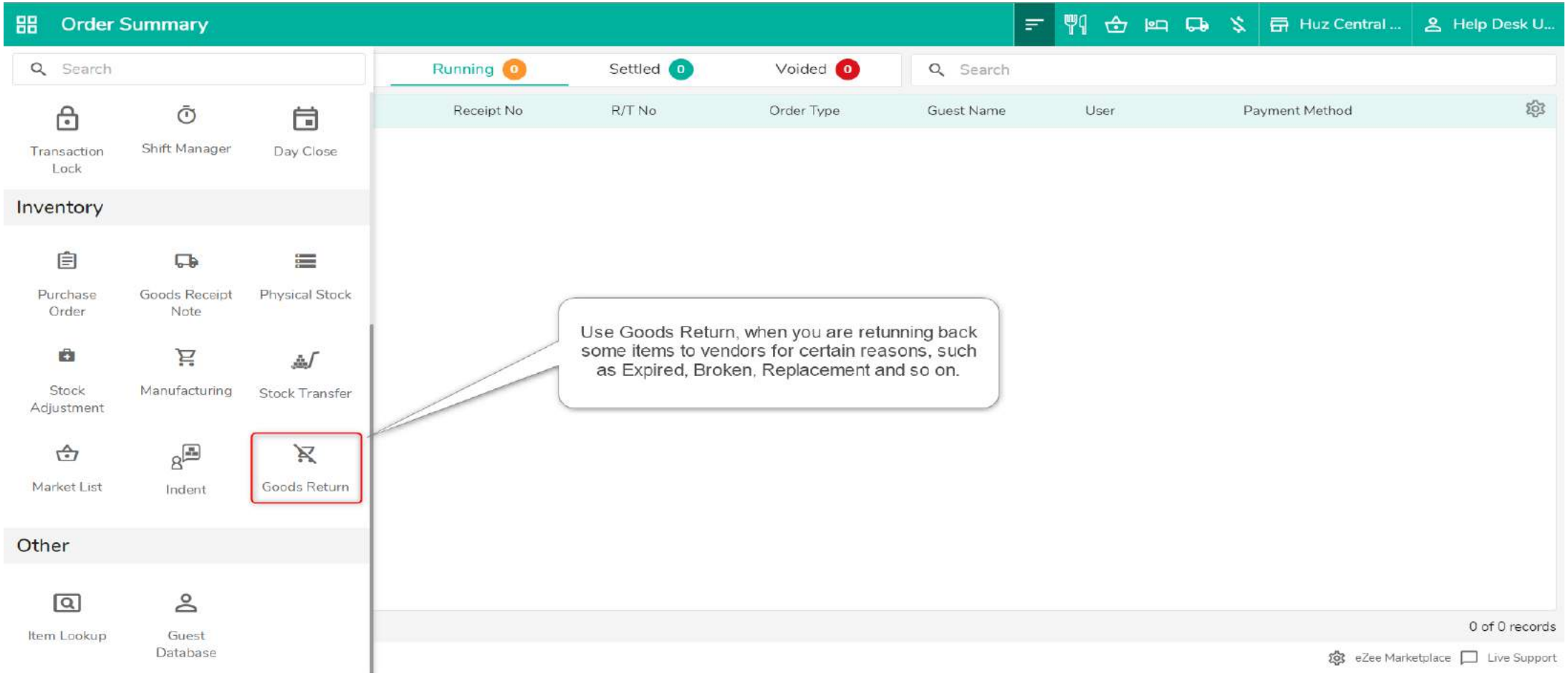
2.Auto Indent Process

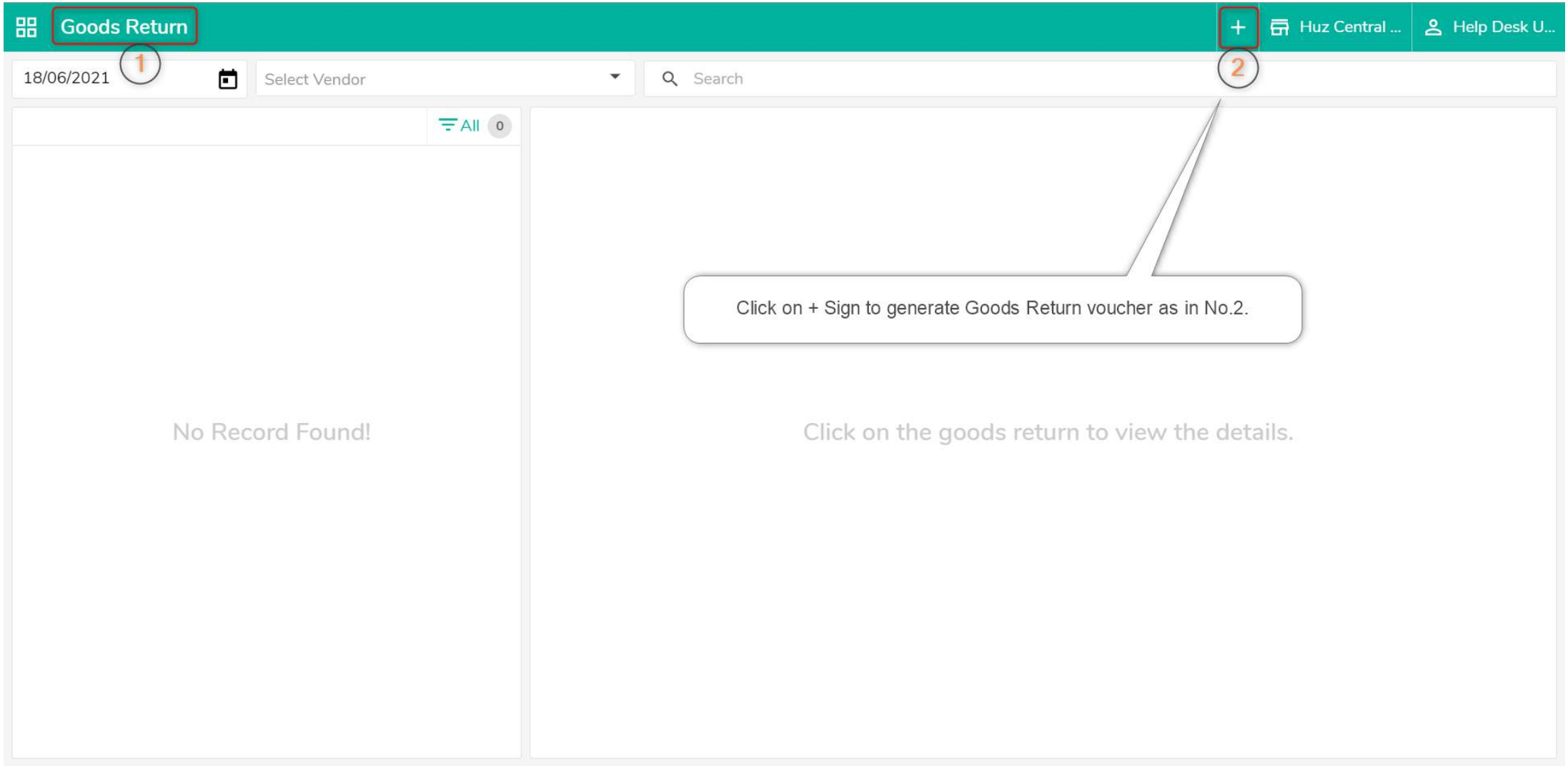
In auto receive the stock directly in the requester, there is a setup in the configuration so that the user does not have to go to Stock Transfer Detail >> Receive stock >> to receive the stock requested and it will be automatically updated.


eZee Optimus
Help Desk ...
OUTLET
indi
Outlet
1
Address Lookup
Payment
Currency
Tax
Tax Group
Extra Charge
Discount
Reason
Account
No Charge Account
Guest Database
Name
Indian Species
Indigo Cafe
Indigo Resto
Action
2
Edit Outlet
3
General Setting
Order Type Setting
Day Close Setting
Other Setting
Numbering
Printing Templates
ILoyalty Settings
Email Templates
Sales Settings
Ask reason to cancel order
Store Settings
Approval required for Physical Stock?
Approval required for Purchase Order?
Fetch vendor price in PO?
Auto Receive Stock Transfer
4
Update last purchase rate on receiving stock from stock transfer
Enable No.4 to automatically receive the Stock in Indent process and for direct transfer process.
5
Edit

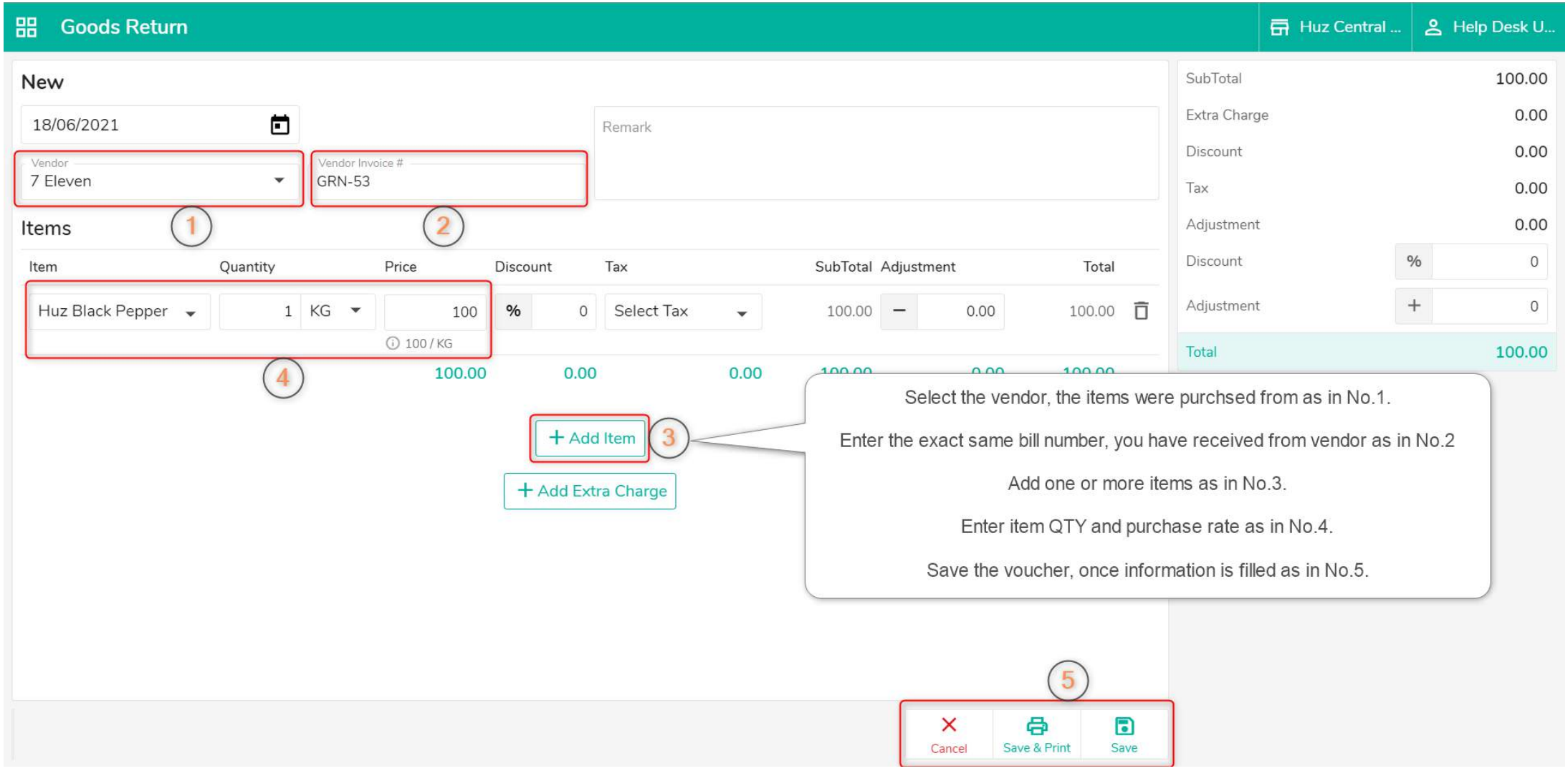
What is the Goods Return? What is the process of Goods Return in eZee Optimus?

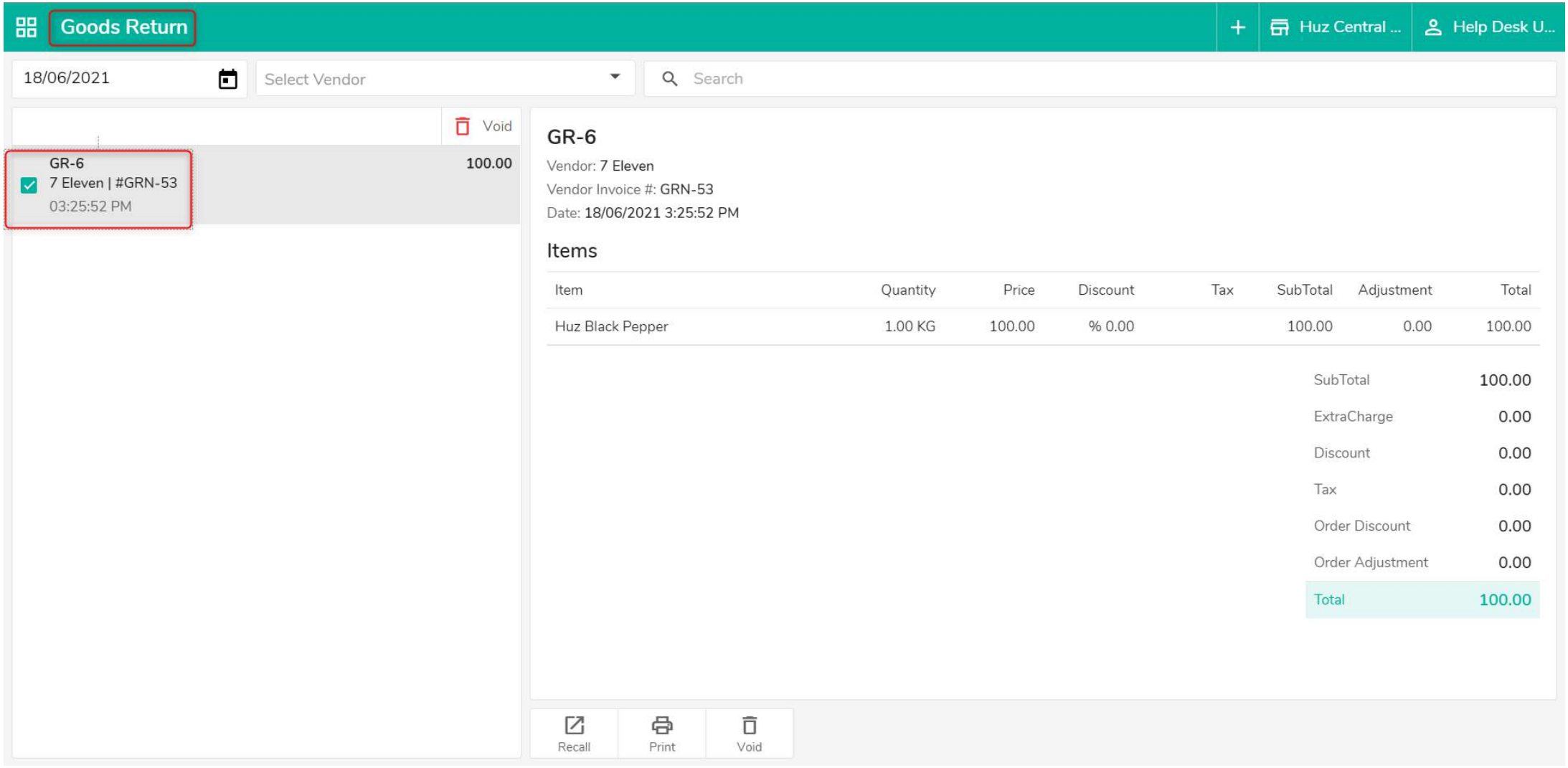
IGoods Return is especially designed to control the inventory deduction when, store sends items back to the vendor for some reasons, such as receiving the expired items, an item was broken, or needing to replace the items. Good Returns will deduct the quantity from the respected store.



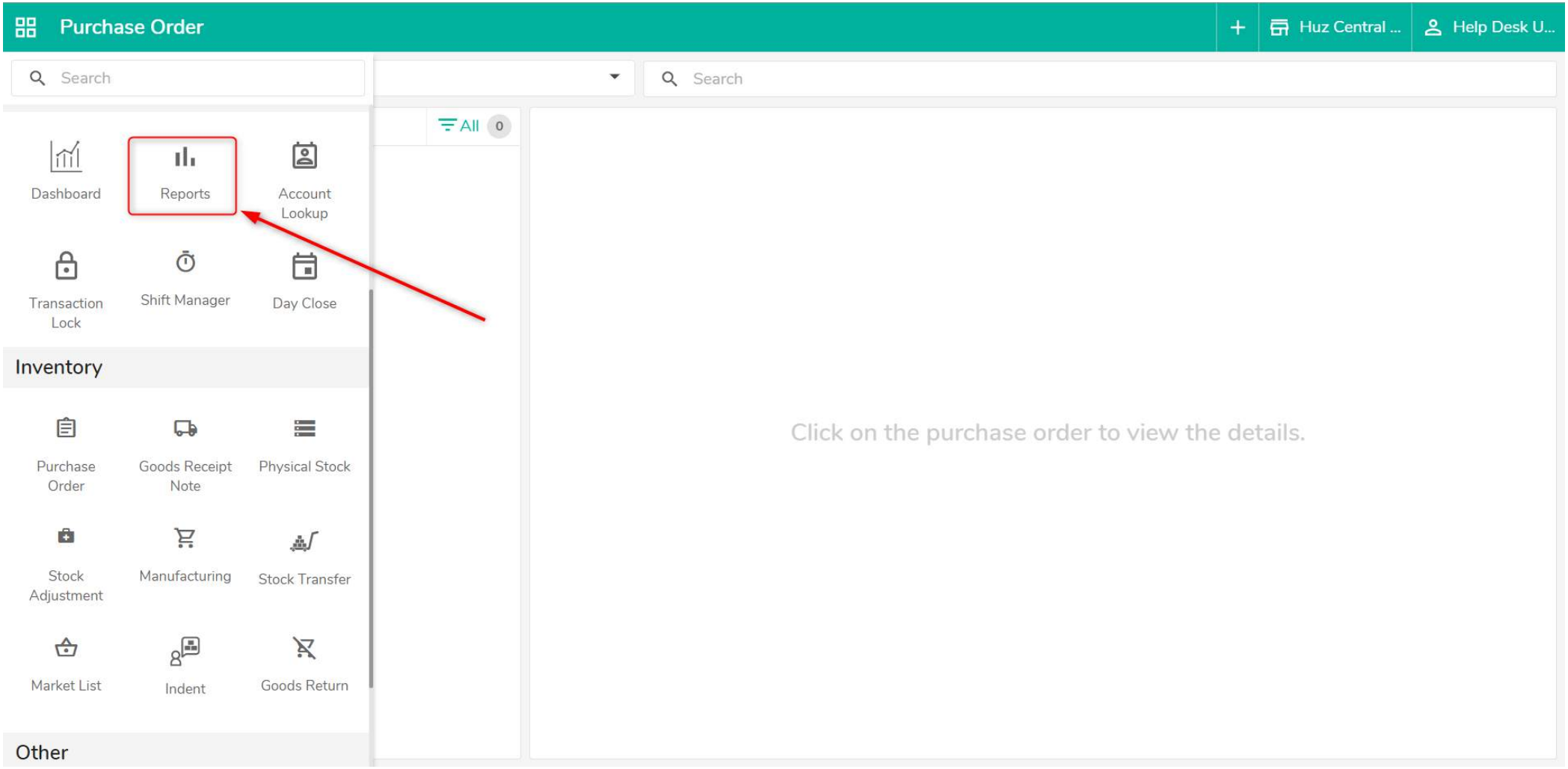

Goods Return
1
18/06/2021
Select Vendor
Search
2
Huz Central ...
Help Desk U...
All 0
No Record Found!
Click on + Sign to generate Goods Return voucher as in No.2.
Click on the goods return to view the details.

EZEE OPTIMUS - INVENTORY MODULE



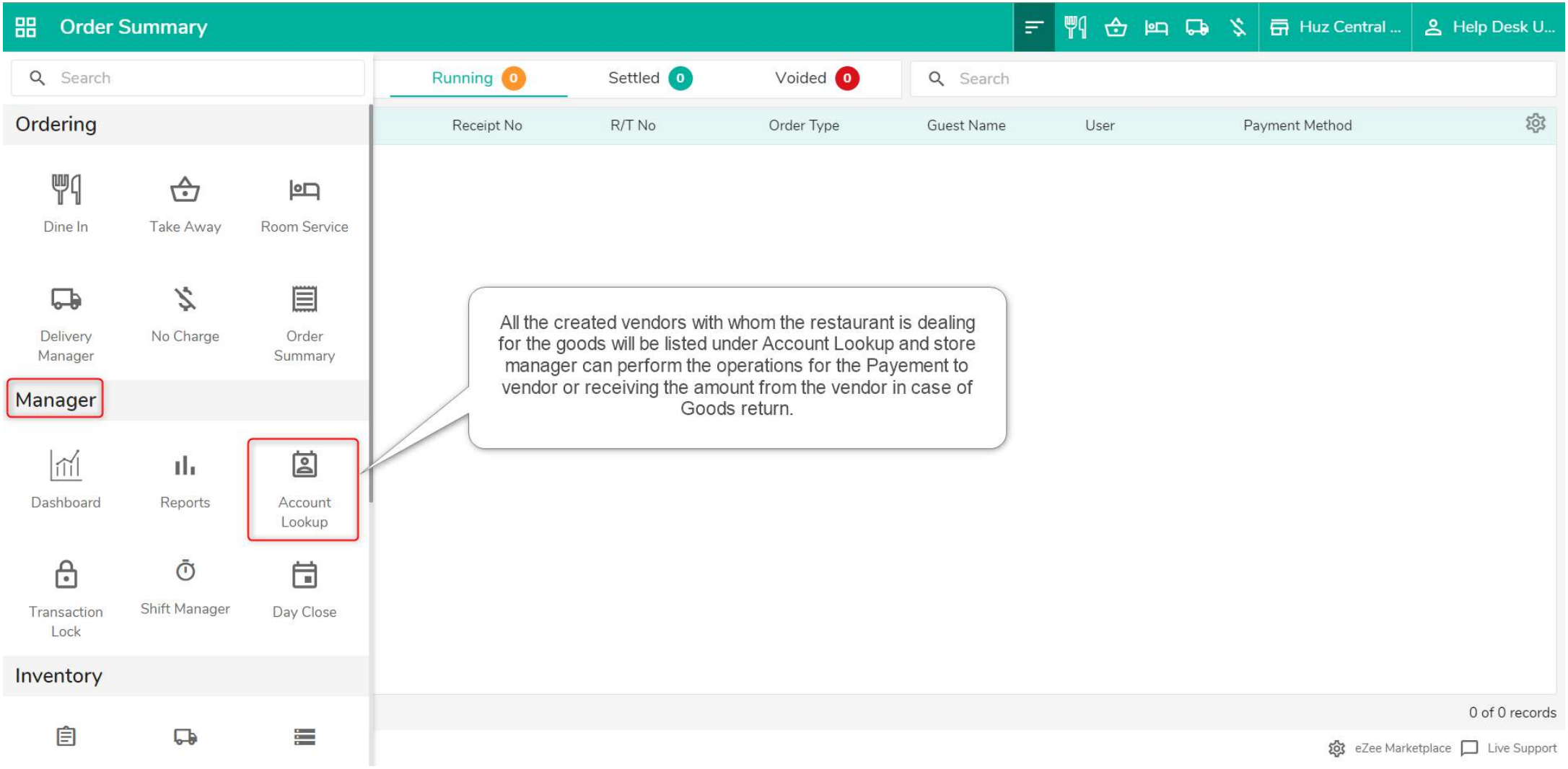

Goods Return
Huz Central ...
Help Desk U...
18/06/2021
Select Vendor
Search
Void
GR-6
7 Eleven | #GRN-53
03:25:52 PM
100.00
GR-6
Vendor: 7 Eleven
Vendor Invoice #: GRN-53
Date: 18/06/2021 3:25:52 PM
Items
Item
Quantity
Price
Discount
Tax
SubTotal
Adjustment
Total
Huz Black Pepper
1.00 KG
100.00
% 0.00
100.00
0.00
100.00
SubTotal 100.00
ExtraCharge 0.00
Discount 0.00
Tax 0.00
Order Discount 0.00
Order Adjustment 0.00
Total 100.00
Recall
Print
Void

How to Check the Reports of Inventory and stock management in eZee Optimus?

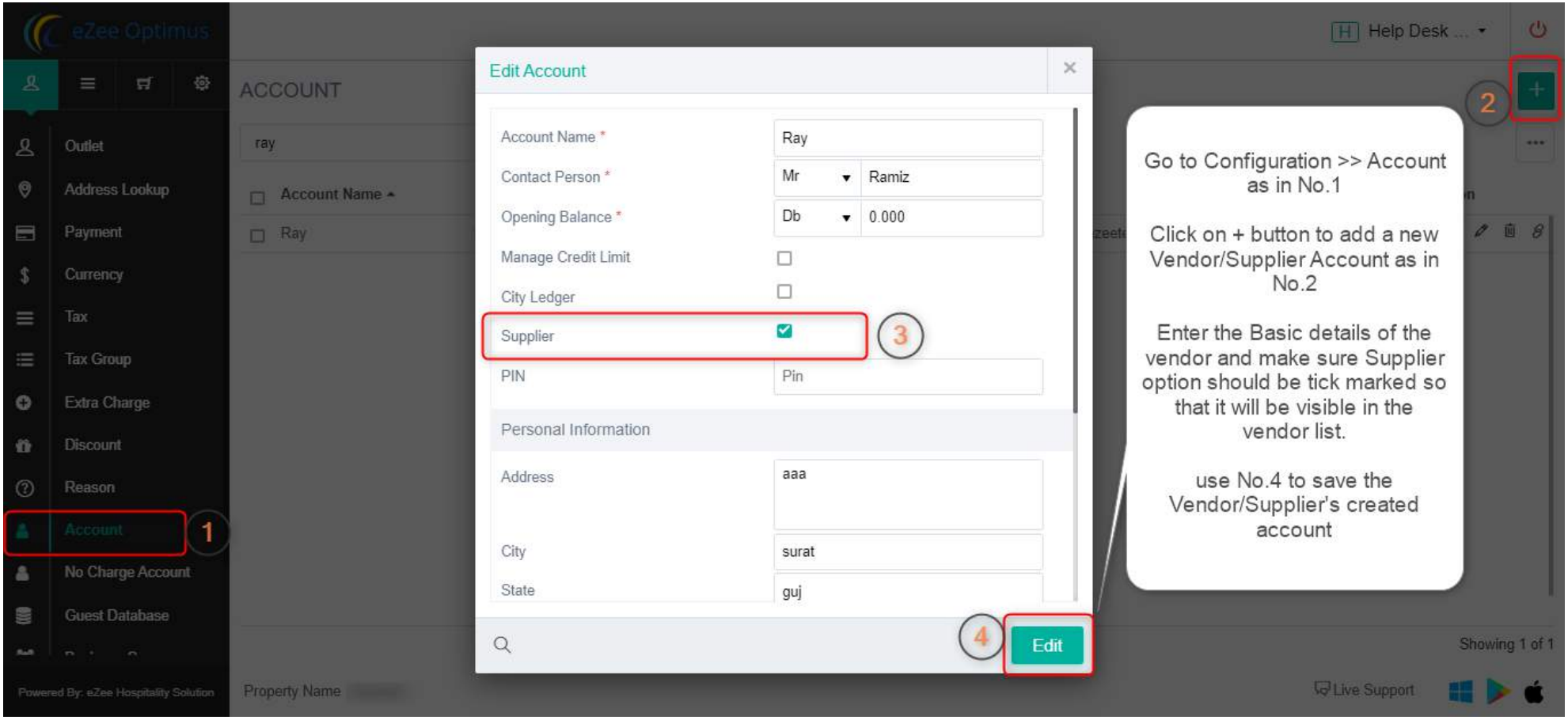


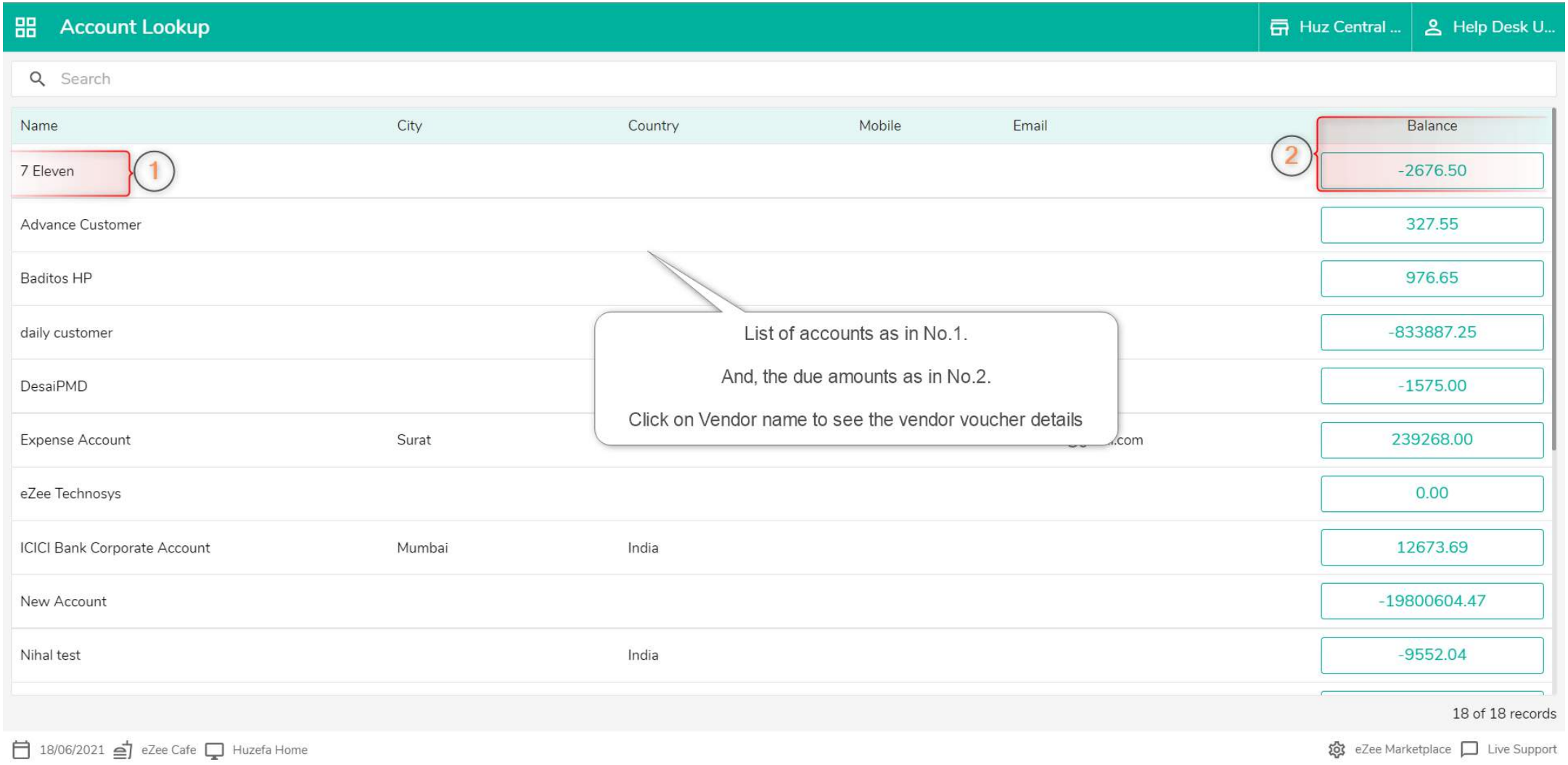
Refer the report section to get the Inventory and Stock related data and mark them as favorite so that it would be easier to access them.

What is the use of Account lookup, How to configure it and How to use it in eZee Optimus?

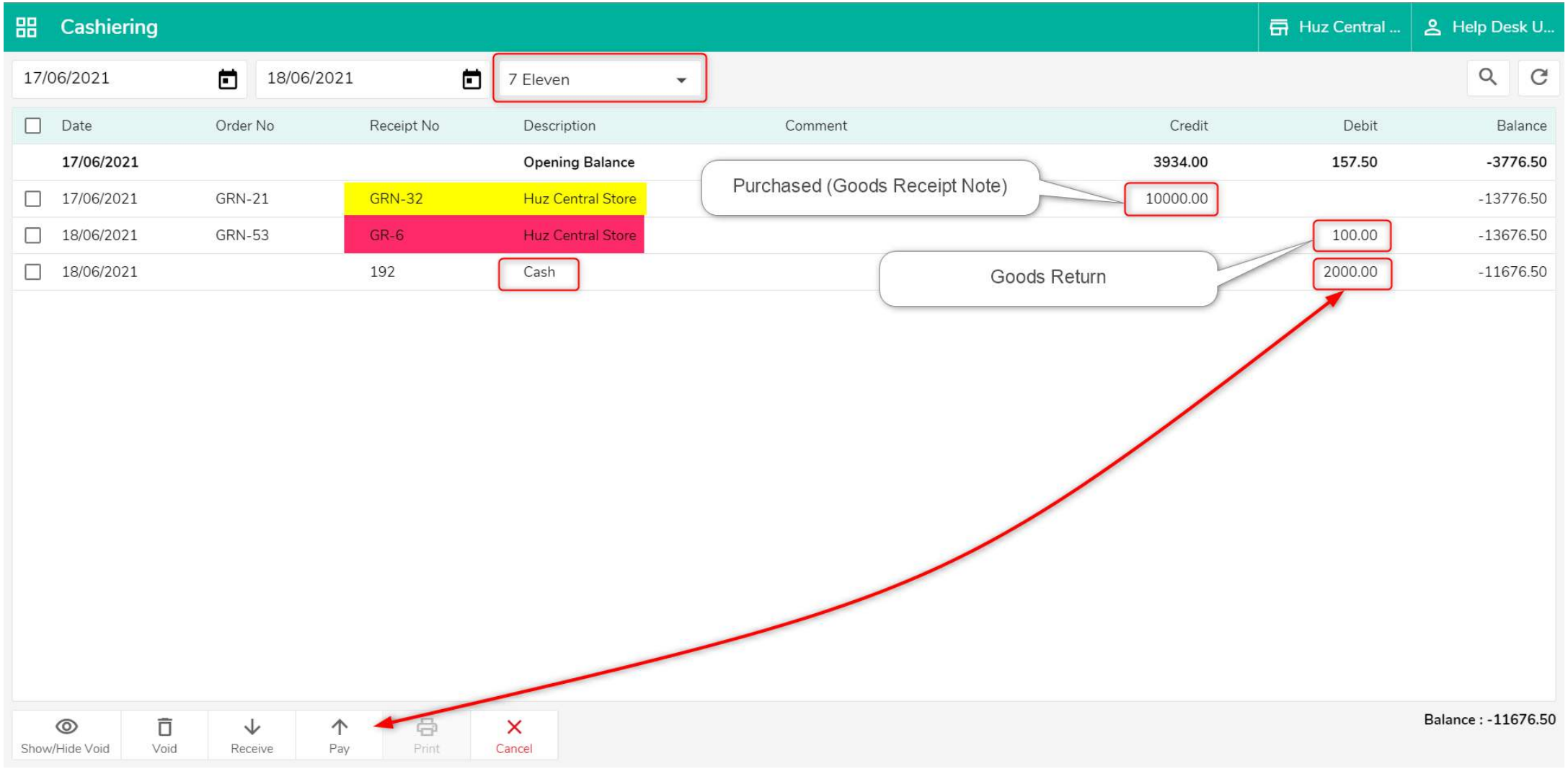


Vendor Account configuration




Account Lookup
Huz Central ...
Help Desk U...
Search
Name
City
Country
Mobile
Email
Balance
7 Eleven
1
2
-2676.50
Advance Customer
327.55
Baditos HP
976.65
daily customer
-833887.25
DesaiPMD
-1575.00
Expense Account
Surat
239268.00
eZee Technosys
0.00
ICICI Bank Corporate Account
Mumbai
India
12673.69
New Account
-19800604.47
Nihal test
India
-9552.04
List of accounts as in No.1.
And, the due amounts as in No.2.
Click on Vendor name to see the vendor voucher details
18 of 18 records
18/06/2021
eZee Cafe
Huzefa Home
eZee Marketplace
Live Support

How to use the Vendor/Supplier Account for Transactions?



THANK YOU