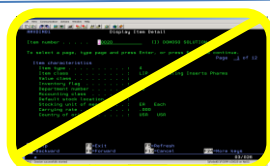


# MM Cycle Counting and Cistech RF Physical Inventory

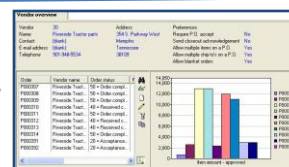
Options for counting/validating your  
inventory quantities

Jim Simunek

Jim.Simunek@Cistech.net



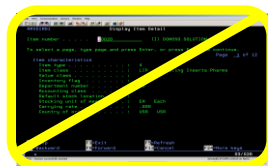
*The New Face of MAPICS*



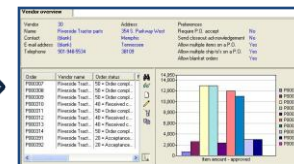


# Cycle Count/Physical Inventory

- Companies need an auditable method to validate their inventory quantities, whether that's via Cycle Counting items throughout the year or a wall to wall Physical Inventory
- XA Inventory Management and XA Materials Management offer both Cycle Count and full Physical Inventory options
  - Both methods use pre-printed tags or a report sorted by item/location



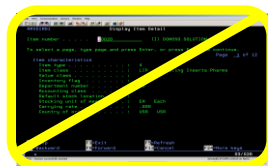
*The New Face of MAPICS*



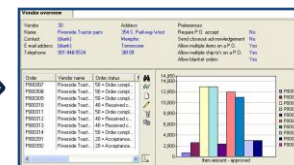


# Cycle Count/Physical Inventory

- Cistech has created an RF application that uses blank tags to count and then pass the count quantities to either an IM Count Batch or an MM Count Group
  - XA programs are then used to update the Item Location/Balance quantity on hand if the count quantity is different from the location quantity



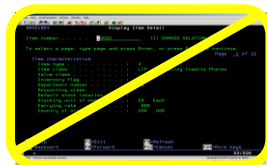
*The New Face of MAPICS*



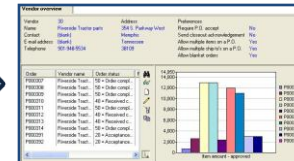


# This Presentation

- This Presentation will detail Materials Management Cycle Count/Physical Inventory:
  - Location Controlled Warehouse
  - XA Release 7 or higher



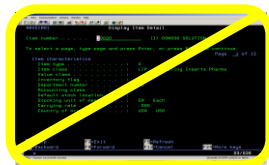
*The New Face of MAPICS*



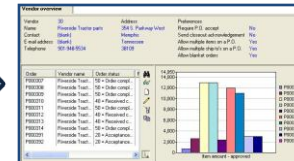


# Purposes of Cycle Counting

- Validate inventory accuracy for financial reporting (Balance Sheet amount)
- Determine the reasons for inaccuracies/root cause analysis
  - ‘Diagnostic Cycle Count’
    - Count the same 5 or 10 items every day
    - Keep a manual log on the items in the warehouse
    - If count differs from XA quantity, compare manual log to transaction history



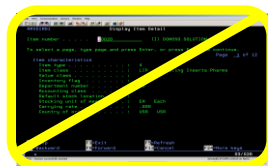
*The New Face of MAPICS*



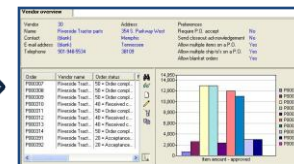


# Count Process

- XA Cycle Count & Physical Inventory both work exactly the same way, the only difference is the number of items selected for count
- Steps are:
  - Create a Count Group/print tags or a count report
  - Count the items
  - Activate Next Count
  - Enter count quantities
  - Run Variance reports
  - Recount items
  - Activate Next Count
  - Update inventory (creates PH Transactions)

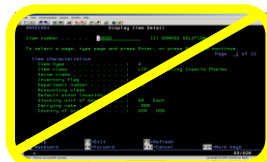


*The New Face of MAPICS*

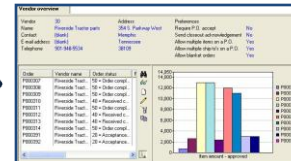




# CREATE COUNT GROUP



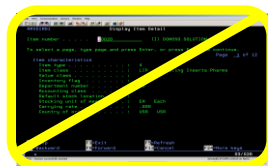
*The New Face of MAPICS*



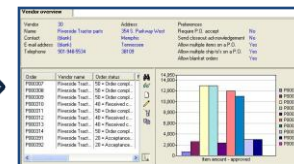


# Create Count Group

- From 'File' then 'Host Job' you can create a Count Group from the following objects:
  - Item Warehouse
  - Item Location
  - Warehouse Location
  - Warehouse
    - Warehouse is the only option that will select all items with Item Balance/warehouse records regardless of quantity on hand (i.e. will also select zero quantity items for count)

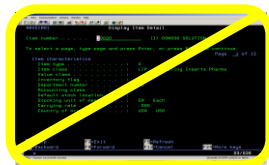
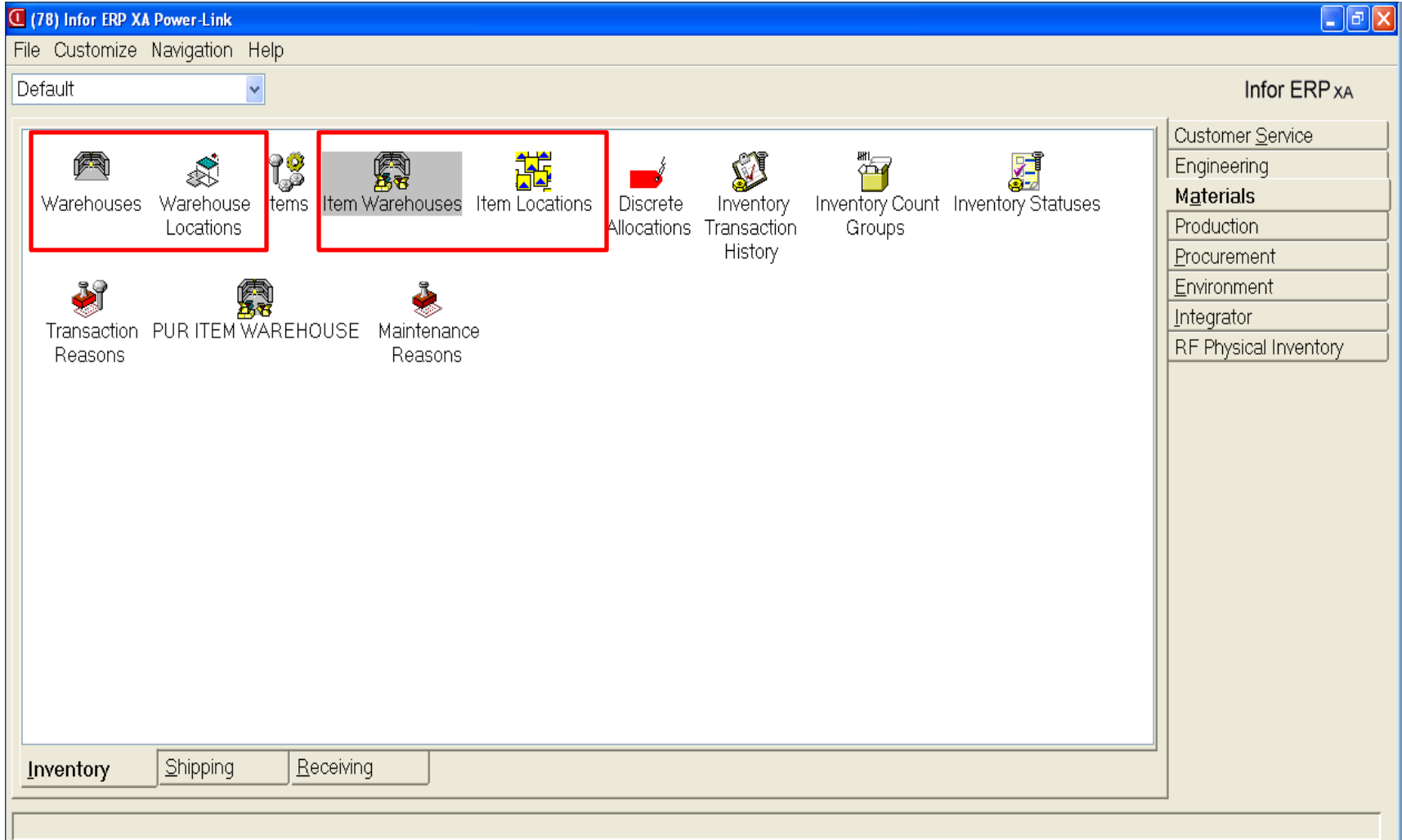


*The New Face of MAPICS*

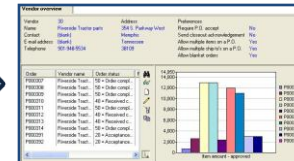




# Create Count Group



*The New Face of MAPICS*





# Create Count Group

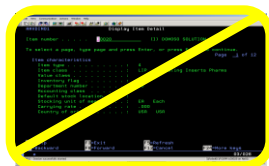
**(78) Item Warehouses**

File Display Maintain Customize Navigation Help

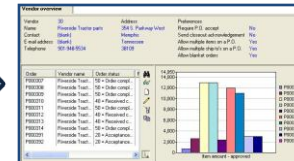
Refresh F5  
Calculate Column Statistics  
**Host Jobs ...**  
Export ...  
Send to...  
Local Print ...  
Status  
Summary Info ...  
Close

	Whs	Planner	Primary vendor	Default stock location	I/T	On-hand
Filter	1				2	0
Filter	1	100			1	122
For Molds	1	100			4	0
Is	1	100	40001		4	0
	1	100			4	0
Molds	1	100			4	0
Volt	1	100			4	0
	1	100			4	0
AM_220	1				1	0
A41164-00022	1				4	0
BARRE_CONV32	1	100			1	0
BASE_UNIT	1	11001			1	30
BASE_UNIT_AS	1	100			1	0
BATTERY	1	100			4	0
BB-1000	1	100			4	0
BETA_LO_FR	1	100			4	0
BETA_LO_US	1	100			4	0
BETA_RE_FR	1	100			4	0
BETA_RE_US	1	100			4	0
BJC_1000	1	100			4	0
BJC_80	1	100			4	0
BU_FLT	1	100			4	0
BU_MCT	1	100			4	0
BU_MNT	1	100			4	0

Closest For 220 Volt  
Mrs T's Potato/cheese Pierogie  
Standard Conveyor Bar  
Base Unit  
Base Unit Assembled  
Battery  
Purchased Component Test  
Long Betamax French  
Long Betamax English  
Regular Betamax French  
Regular Betamax English  
Cannon Bubble Jet 1000  
Cannon Bubble Jet 80  
Flat Tower Base  
Micro Tower Base  
Mini Tower Base



**The New Face of MAPICS**





# Create Count Group

**(78) Item Warehouse Host Jobs**

Item Warehouse

Audit Allocation Quantities  
Audit Location Quantities  
Audit On-order Quantities  
**Cycle Count**

**Content** | Confirmation

☒ Execute

Description: Cycle Count Demo

Subset: \*Warehouse ...

Sort: (default)

**Options**

Compare quantity: ☒ Entry on-hand ☐ Cutoff on-hand

Exclude line locations: ☒ Yes ☐ No

Exclude unapproved items: ☒ Yes ☐ No

Starting tag number: 1

Activate next count: ☒ Yes ☐ No

Generate tag numbers: ☒ Yes ☐ No

**General** | Selection Criteria | Reports

Submit Cancel Help

**Description:** Will be the description of the Count Group

**Compare Qty:** Freezes the location quantity either at Count Entry or when 'Activate Next Count' is run

**Exclude:**

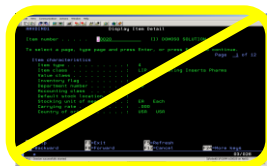
Repetitive Line Locations  
Items waiting QC insp

**Activate Next Count:**

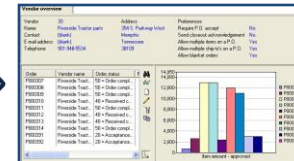
Opens the group for count entry. Can be run later

**Generate Tag Numbers:**

Assigns tag number to each item/location to be counted



*The New Face of MAPICS*





# Create Count Group

(78) Item Warehouse Host Jobs

Item Warehouse

Audit Allocation Quantities  
Audit Location Quantities  
Audit On-order Quantities  
**Cycle Count**

**Content** Confirmation

☒ Execute

Description: Cycle Count Demo

Subset: \*Warehouse ...

Sort: (default)

**Options**

Select all in subset ☒ Yes ☐ No

Select by transaction activity ☐ Yes ☒ No

Transaction tolerance percent: 0.0

or

Select by time period ☐ Yes ☒ No

Time period date: / /

or

Select if forced cycle count ☐ Yes ☒ No

or

Select if negative on hand ☐ Yes ☒ No

General Selection Criteria Reports

Submit Cancel Help

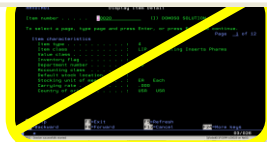
## Select all in Subset:

Yes: uses Subset

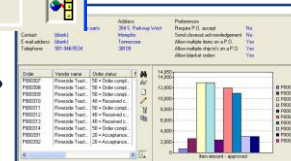
No: uses the following:

## Select by Transaction Activity:

You can enter a 'Transaction Count' quantity in the Item Whs record. If number of transactions since last count is within or greater than the 'Transaction Tolerance Percent', then the item will be selected for count



*The New Face of MAPICS*

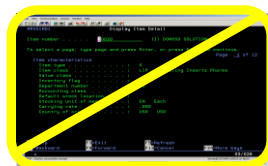




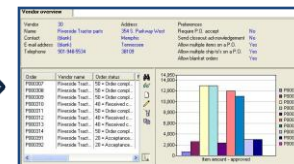
# Create Count Group

- **Select by Transaction Date**

- Uses the Cycle Count Code in the Item Warehouse to determine if the item is due for cycle count
  - Code 1 = Monthly
  - Code 2 = Quarterly
  - Code 3 = Every six months
  - Code 4 = Manually entered 'Date next Count'
- Compares today's date to the 'Date Last Count' field in the item Balance/Warehouse record to determine if the item is due for Cycle Count



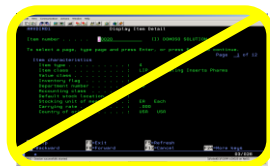
*The New Face of MAPICS*



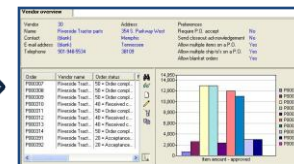


# Create Count Group

- **Force Cycle Count = Yes**
  - There is a flag in the Item Balance/Whs record that will be set if the item's quantity on hand went negative since the last cycle count
    - 'Yes' value in this field will select all items where the FCYCT flag = 1
- **Select if Negative on Hand**
  - Will select those items whose quantity on hand is negative



*The New Face of MAPICS*





# Create Count Group

**(78) Change Item Warehouse - 510, 10011**

File Display Maintain Customize Navigation Help

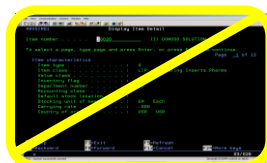
Compound Cards

10011 Frame Support Yellow 510 Heavy Duty Transport

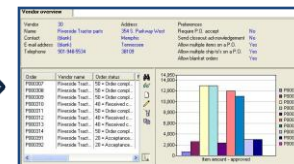
Cycle count code	1 = Count monthly	MO/CO/History
Value class	C	Item Characteristics
Cycle count activity flag	(blank)	Stock Status
Quantity on-hand at count	0.000	Stock Movement
Transaction compare	0	Stock Financial
Transaction activity count	0	Unit Cost(s)
Force cycle count flag	(blank)	Order Sizing
Next count date	/ /	Requirements Mgmt
Last count date	(blank)	Mfg Lead Times
Cycle count class		Pur Lead Times
Count accuracy tolerance percent	0.0	Purchasing
		Master Scheduling
		<b>Cycle Count</b>
		Repetitive
		Demo

Update Cancel Help

Item  
Warehouse/Balance  
record fields used in  
conjunction with the  
'select criteria' card



*The New Face of MAPICS*





# Create Count Group

(78) Item Warehouse Host Jobs

Item Warehouse

Audit Allocation Quantities  
Audit Location Quantities  
Audit On-order Quantities  
**Cycle Count**

**Content** Confirmation

☒ Execute

Description Cycle Count Demo

Subset ... \*Warehouse ...

Sort ... (default)

**Options**

☐ Print

Description

**Detail Sequence**

Sort (default)

**Options**

Print on-hand quantity ☐ Yes ☒ No

Print tag number ☐ Yes ☒ No

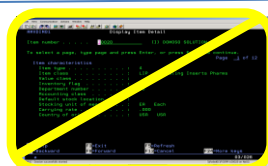
**Inventory Count Entry List** Inventory Tags

General Selection Criteria Reports

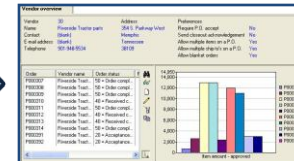
Submit Cancel Help

Determines if tags or a count report is created

Report can include existing quantity on hand (not recommended)



*The New Face of MAPICS*





# Create Count Group

(78) Item Warehouse Host Jobs

Item Warehouse

- Audit Allocation Quantities
- Audit Location Quantities
- Audit On-order Quantities
- Cycle Count**

**Content** | Confirmation

☒ Execute

Description: Cycle Count Demo

Subset ...: \*Warehouse ...

Sort ...: (default)

**Options**

☐ Print

Description:

**Detail Sequence**

Sort: (default)

**Options**

Print on-hand quantity: ☐ Yes ☒ No

Print tag number: ☐ Yes ☒ No

Print bar code: ☐ Yes ☒ No

Inventory Count Entry List | **Inventory Tags**

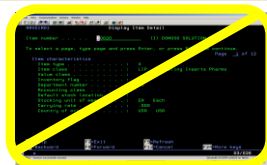
General | Selection Criteria | Reports

Submit Cancel Help

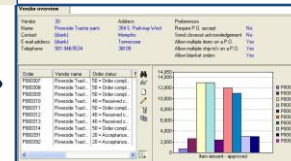
Tags will have item,  
warehouse, location and, if  
applicable, batch/lot

XA only allows 1 tag per  
item/location combination

Tags can print with bar  
code

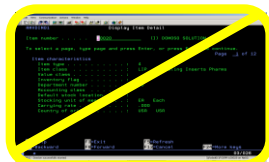


*The New Face of MAPICS*

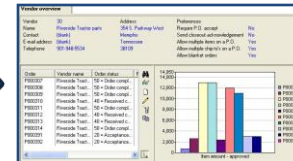




# ENTER COUNT QUANTITIES

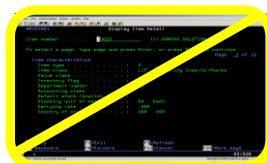
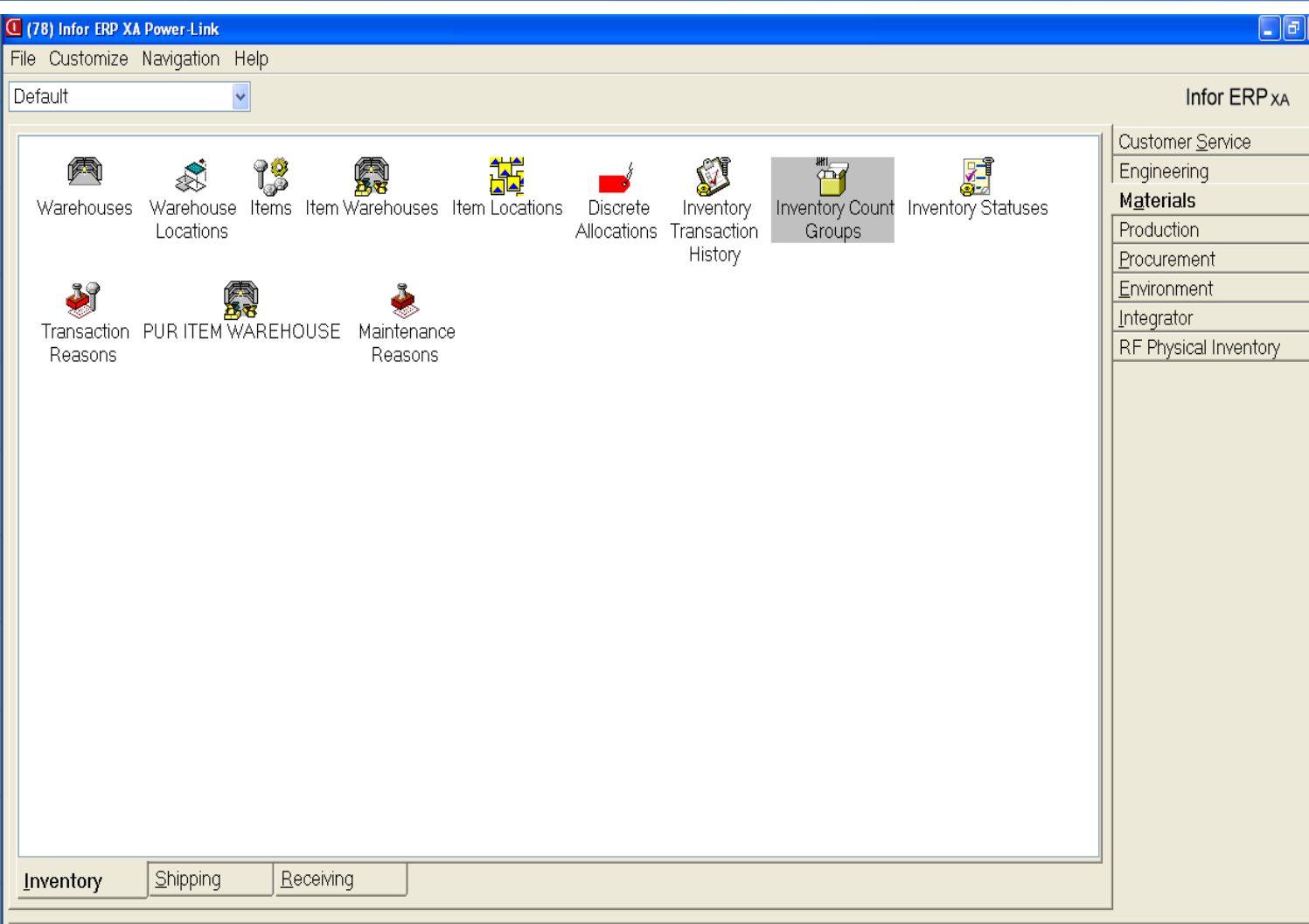


*The New Face of MAPICS*

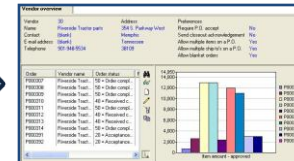




# Enter Count Quantities



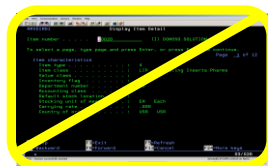
*The New Face of MAPICS*



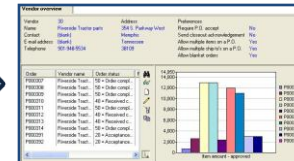


# Enter Count Quantities

- Double Click on 'Count Group' object to display a list of count groups
- Description entered when Host Job was run to create the Count Group will be displayed
- Can run 'Activate Next Count' from the 'Maintain' menu if not run when creating the count group
- Each Item/Location has 3 count entry fields to show history of recounts/corrections
  - Last count entered is used to update item/location quantity



*The New Face of MAPICS*





# Enter Count Quantities

**(78) Inventory Count Groups**

File Display Maintain Customize Navigation Help

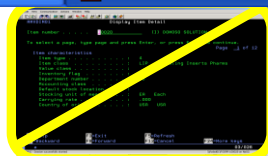
General ▾

- Change
- Quick Change
- Delete
- Activate Next Count
- Post Count Adjustments
- Sequential Count Entry
- Random Count Entry
- Templates

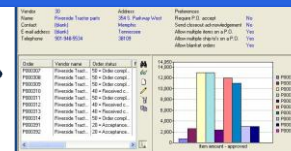
Count Group	Type	Current count	Post date	Create Date
16	Cycle count	1	09/14/2010	03/24/1906
17	Physical inventory	1	09/14/2010	
18	Cycle count	1	09/14/2010	03/28/1906
20	Physical inventory	1	05/22/2006	
23	Physical inventory	1	09/14/2010	
24	Cycle count	1	09/14/2010	06/06/1906
26	Cycle count	1	09/14/2010	07/12/1906
27	Cycle count	1	06/01/2007	06/01/2007
29	Cycle count	1	09/14/2010	07/20/2007
30	Cycle count	1	09/14/2010	07/20/2007
32	Physical inventory	1	08/06/2007	
37	Cycle count	2	09/14/2010	08/13/2010
38	Cycle count	2	09/14/2010	09/13/2010
41	Cycle count	1	09/14/2010	09/14/2010
44	Cycle count	1		09/14/2010
45	Cycle count	1	09/14/2010	09/14/2010
46	Cycle count	1	09/14/2010	09/14/2010
52	Cycle count	2	09/14/2010	09/14/2010
53	Physical inventory	1		09/27/2010
54	Physical inventory	1		09/27/2010
55	Physical inventory	1		09/27/2010
56	Physical inventory	1		09/27/2010
57	Physical inventory	1		09/27/2010
58	Physical inventory	1		09/27/2010
59	Physical inventory	1		09/27/2010
60	Physical inventory	1		09/27/2010
61	Cycle count	1		11/15/2010
62	Cycle count	1		04/13/2011
63	Cycle count	1		09/07/2011

start (78) Infor ERP XA Po... (78) Inventory Count... (78) Inventory Count...

2:43 PM



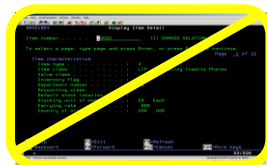
*The New Face of MAPICS*



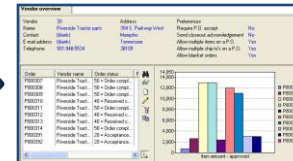


# Enter Count Quantity

- Double click on the Count Group to display the list of items to be counted
- Two types of Count Entry:
  - Sequential: uses the item or tag number to 'walk through' the items in the count group
  - Random: enter the tag number and all information
    - Use Random count entry to add new items to the count group (i.e. 'found' items)



*The New Face of MAPICS*





# Sequential Count Entry

(78) Inventory Count Items - 63 Cycle Count Demo

File Display Maintain Customize Navigation Help

Sequential C... (all records)

63 Cycle Count Demo

Tag	Item	Whs	Location	Count quantity	Batch/lot	Count by user	Count date
1	AA1455300430	1	A1A1	250.000		SIMUNEKJ	09/08/2011
2	BASE_UNIT	1	01012	827.000		SIMUNEKJ	09/08/2011
3	COM567	1		22.000		SIMUNEKJ	09/08/2011
4	COM567	1	A1A1	83.000		SIMUNEKJ	09/08/2011
5	DESKTOP PC					SIMUNEKJ	09/08/2011
6	HD12						
7	HD12						
8	KB_24						
9	KB_24						
10	KB_26						
11	M100S						
12	M100S						
13	M100S						
14	M100S						
15	M100S						
16	SLX120PWC						
17	1000						
18	1000						
19	1001						
20	1001						
21	1001						
22	1002						
23	1002						
24	1002						
25	1002						
26	101SA	1	A1A1	0.000			
27	1100	1	FG01	0.000			
28	1101	1	01011	0.000			
29	1101	1	01012	0.000			

(78) Change Inventory Count Item - 63, 1, HD12, SHIP3, , 1...

Group: 63 Detail: 1 SHIP3 HD12 11/17/2010

Template

Sequential Count Entry

Tag: 6

Count quantity: 0.000

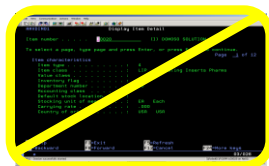
Count by user: SIMUNEKJ

Count date: 09/08/2011

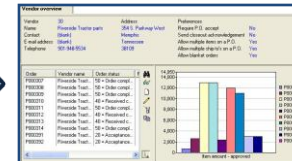
☒ Auto advance

☐ Preview before update

Update Bypass Cancel Help



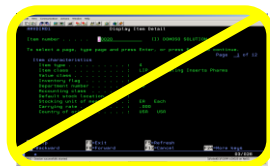
*The New Face of MAPICS*



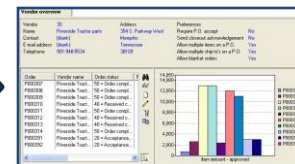


# Sequential Count Entry

- Fields displayed on the Count Entry card are determined by the view used (similar to 'Quick Change')
- Use the Change Template to set default values such as 'Counted by' and 'Count Date'
- 'Count Quantity' will populate the Active Count field (count 1, 2 or 3)
- Once counts have been entered, use 'Host Print' to create reports



*The New Face of MAPICS*





# Count XA Reports

(78) Inventory Count Items - 63 Cycle Count Demo

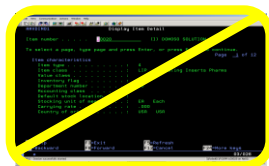
File Display Maintain Customize Navigation Help

Refresh F5  
Calculate Column Statistics  
**Host Print ...**  
Host Jobs ...  
Export ...  
Send to...  
Local Print ...  
Status  
Summary Info ...  
Close

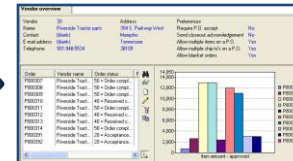
hs	Location	Count quantity	Batch/lot	Count by user	Count date
	A1A1	250.000		SIMUNEKJ	09/08/2011
	01012	827.000		SIMUNEKJ	09/08/2011
		22.000		SIMUNEKJ	09/08/2011
	A1A1	83.000		SIMUNEKJ	09/08/2011
	FG01	15.000	XYZ	SIMUNEKJ	09/08/2011
	SHIP3	0.000			
	SHIP4	0.000			
	A100	0.000			
	ROD1	0.000			
	A200	0.000			
	A0101	0.000	36-485-102		
	01015	0.000	34-567-351		
	01015	0.000	34-567-395		
	01015	0.000	4523678		
	01016	0.000	35-422-302		
	FG01	0.000			
	FG01	0.000			
	SHIP	0.000			
	FG01	0.000			
	INTR	0.000			
	SHIP2	0.000			
	FG01	0.000			
	INTR	0.000			
	SHIP	0.000			
	SPMT	0.000			
	A1A1	0.000			
	FG01	0.000			
	01011	0.000			
	01012	0.000			

Close

10	KB_26	1
11	M100S	1
12	M100S	1
13	M100S	1
14	M100S	1
15	M100S	1
16	SLX120PWC	1
17	1000	1
18	1000	1
19	1001	1
20	1001	1
21	1001	1
22	1002	1
23	1002	1
24	1002	1
25	1002	1
26	101SA	1
27	1100	1
28	1101	1
29	1101	1



*The New Face of MAPICS*





# Variance Report

**(78) Inventory Count Item Host Reports**

Inventory Count Item

Inventory Count Entry List  
Inventory Tags  
Items Counted / Uncounted  
**Variance Report**

**Content** | Confirmation | Output

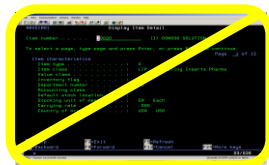
☒ Print

Description

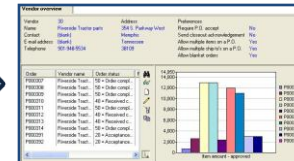
Subset ... (selected record) ▼

Limited by: 63 Cycle Count Demo

Sort ... By tag ▼



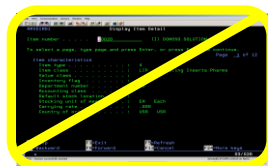
*The New Face of MAPICS*



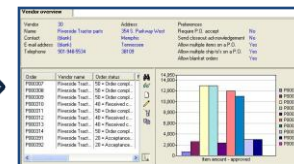


# Enter Count Quantities

- After reviewing the Variance Report, you can 'Activate Next Count' for the entire Count Group or individual items (by single clicking on the item, then 'Maintain'/'Activate Next Count')
- Enter re-counts (they will go into the 'Count 2' field)
- When all counts are entered and verified, to update the on hand balances, go back to the Count Group Header



*The New Face of MAPICS*





# Post Inventory Adjustments (PH)

**(78) Inventory Count Groups**

File Display **Maintain** Customize Navigation Help

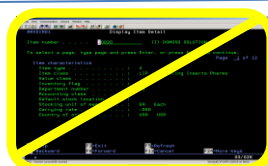
General ▾

Inventory

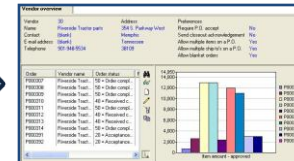
Count Group ▾

- Change
- Quick Change
- Delete
- Activate Next Count
- Post Count Adjustments**
- Sequential Count Entry
- Random Count Entry
- Templates

Count Group	Type	Current count	Post date	Create Date
63	Cycle count	1		09/07/2011
62	Cycle count	1		04/13/2011
61	Cycle count	1		11/15/2010
60	Physical inventory	1		09/27/2010
59	Physical inventory	1		09/27/2010
58	Physical inventory	1		09/27/2010
57	Physical inventory	1		09/27/2010
56	Physical inventory	1		09/27/2010
55	Physical inventory	1		09/27/2010
54	Physical inventory	1		09/27/2010
53	Physical inventory	1		09/27/2010
52	Cycle count	2	09/14/2010	09/14/2010
46	Cycle count	1	09/14/2010	09/14/2010
45	Cycle count	1	09/14/2010	09/14/2010
44	Cycle count	1		09/14/2010
41	Cycle count	1	09/14/2010	09/14/2010
38	Cycle count	2	09/14/2010	09/13/2010
37	Cycle count	2	09/14/2010	08/13/2010
32	Physical inventory	1	08/06/2007	



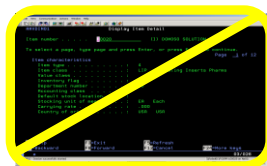
**The New Face of MAPICS**



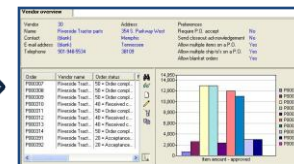


# Post Count Adjustments

- Post Count Adjustments will:
  - Create PH transactions for all items counted
    - If the Count Quantity is different from the Cutoff Quantity the PH transaction will hold the difference, either positive or negative
  - Update the 'Date Last Count' field in the Item Balance record
  - Reset 'Transaction Count' in the Item Balance record
  - Generate a report of updated items with quantity and cost
  - Update the 'Post Date' in the Count Group header



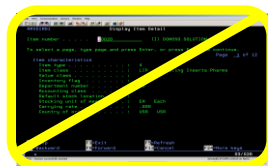
*The New Face of MAPICS*



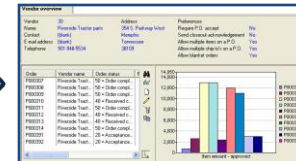


# Implementation Considerations

- Determine which objects/files will be used to create Count Groups
- Create Subsets to select items for counting
- Train Counters on count entry
  - Cistech sells an RF CC entry which will display the items on the RF screen, one item at a time in tag sequence, for count entry
- Cistech can assist with all of these options

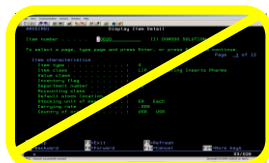


*The New Face of MAPICS*

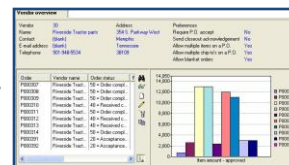




# CISTECH'S RF PHYSICAL INVENTORY



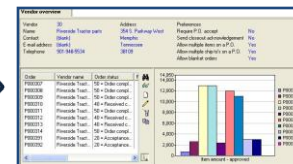
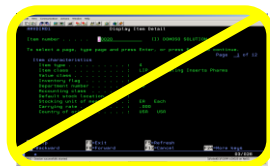
*The New Face of MAPICS*





# Non-XA Features

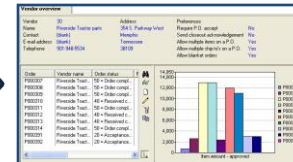
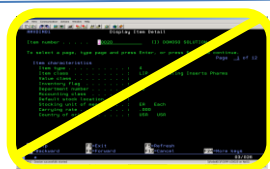
- Blank tag file
- Can flag employees as Counter, Auditor or Manager
- Assign tags to employees
- Peel off, bar code labels as tags
- Void a tag with user defined reason code
- Flag tags as 'unused'
- Audit tags with user defined reason code for rejected tags
- Can have multiple tags for same item/location combination





# Non-XA Features

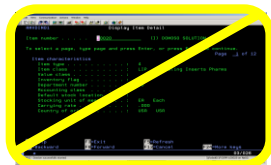
- Tag Status Codes
- Creates zero count tags for items/locations not counted
- Consolidates multiple tags for same item/location onto one tag when moving the count to MM or IM
- Count variance as tag is updated with item and count quantity
- Simulated update for a PowerLink Variance file





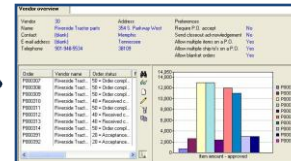
# Pre-Requisites

- Materials Management (MM)
- Inventory Management (IM)
- Integrator
- Production Monitoring and Control (PM&C)
- XA release 7 or higher



34

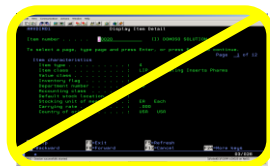
*The New Face of MAPICS*



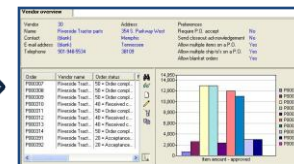


# Overview

- Creates a set of 'blank' tags in a non-XA file; this file will be used for tag control
- 'Tags' are printed on peel off labels with bar code tag numbers, 30 labels to a sheet
- A range of tags is assigned to a counter (must be a valid employee in PM&C employee master file)
- Counters will:
  - Scan the tag number
  - Scan (or key) the item number
  - Scan (or key) the location
  - Key the quantity
  - Scan (or key) a batch/lot number



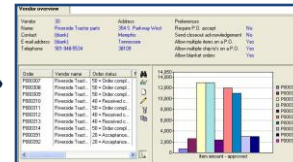
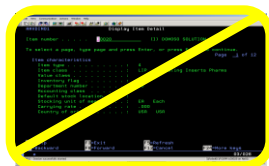
35 The New Face of MAPICS





# Overview

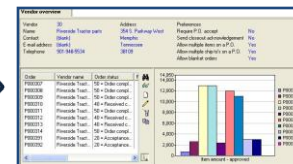
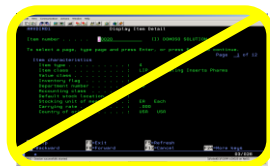
- Counters can only use tags that have been assigned to them
- Counters can void a tag (requires a reason code)
- Counters can mark a tag as 'unused'
- As tags are entered on the RF gun, the tag information is written to the Tag file (removes need for Data Entry of tags)
  - Will calculate count to location difference in both quantity and cost
  - Difference may be inaccurate if there are multiple tags for the same item/location combination





# Overview – Audit Functions

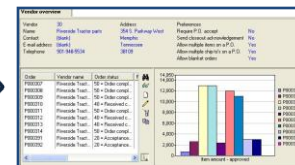
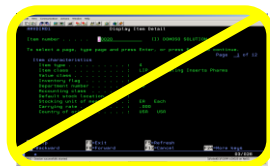
- Can flag an employee as an Auditor
- Auditor scans tag
  - Tag information is displayed on the RF gun
  - Auditor can accept or reject count
  - If count is rejected, a reason code must be entered
- Tag file is updated with:
  - Audited by name & number
  - Count accepted or rejected flag
  - Reject reason code





# Overview

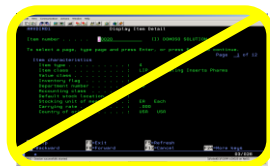
- Anytime during the count process, a Variance file can be generated by Item or by Item & Location
- The Variance file will simulate the records that will be created in MM or IM
  - Multiple tags for the same item/location will be consolidated
  - Zero tag counts will be created
- Variances will be displayed signed and in their absolute value for sorting purposes
- Allows for reconciliation prior to posting



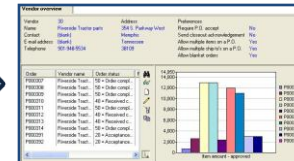


# Overview

- A range of tags can be flagged as unused from PowerLink
- Once all tags have been accounted for, send the tags to either:
  - Materials Management as a ‘Count Group’
  - Inventory Management as a ‘Physical Inventory Batch’
  - Option to create zero count tags for uncounted item/location combinations



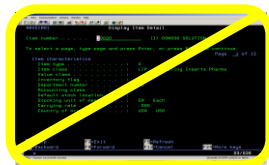
39 The New Face of MAPICS





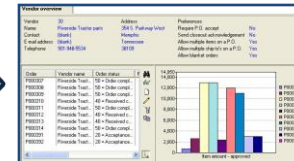
# Overview

- Use MM or IM to run XA variance reports and enter recounts after count group or physical inventory batch has been created
- Use MM or IM to create PH transactions which will update on hand balances



40

*The New Face of MAPICS*





# Create Tags

(MP) Create RF Inventory Tag Range Header - stc,0

File Display Maintain Customize User Navigation Help

Default

stc,0

Warehouse: stc  
Tag Range Status: (blank)  
Create Date: 12/13/2007  
Create Time: 10:05:40 AM

Starting Tag #: 0  
Ending Tag #: 0

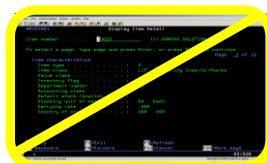
XA Count Group: 0  
Date Posted to XA: (blank)  
Time Posted to XA: 0  
User who Posted to XA: (blank)

Compare Quantity: (blank)  
Count Type: (blank)

Create User: (blank)  
Last Maintenance Date: (blank)  
Last Maintenance Time: 10:05:40 AM  
Last Maintenance User: (blank)

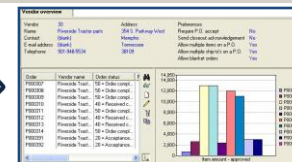
General  
User Fields  
Attachments  
History

Create Cancel



41

The New Face of MAPICS





# Tag List

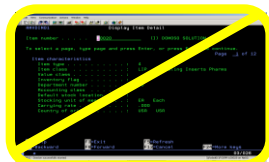
**(MP) RF Inventory Tag Detail for Range - STC,1**

File Display Maintain Customize User Navigation Help

General (all records)

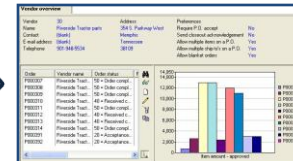
STC,1

Tag #	Tag Status	Item	Item Description	Whse Stock Loc	Batch/Lot	Fifo Date	Count Quantity	Unit Cost	Extended Standard Cost	Stocking U/M	XA Qty	Count Difference	Extended Count Difference Amount
1001	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1002	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1003	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1004	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1005	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1006	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1007	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1008	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1009	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1010	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1011	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1012	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1013	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1014	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1015	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1016	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1017	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000
1018	Open						0.000	0.0000	0.0000		0.000	0.000	0.0000



42

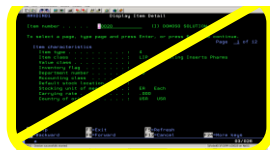
The New Face of MAPICS





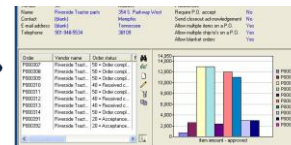
# Tags

- Tags are peel off labels that will be attached to the items as they are counted
- Tags show:
  - Tag number (both bar code and written), warehouse & date



43

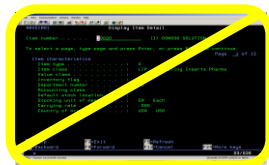
*The New Face of MAPICS*





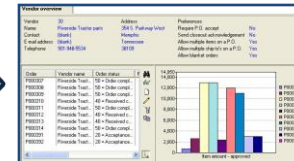
# Assignment

- Once tags are created they are assigned to Counters
- When creating counts, employee number assigned to the tag must match employee number signed onto the RF gun
- Prevents one Counter from giving their tag(s) to another Counter



44

*The New Face of MAPICS*





# Assign Tags to Counter

(IX) RF Inventory Tag Assignments for Range - Whs: 1 Tag Range ID: 2

File Display Maintain Customize User Navigation Help

General (all records)

Whs: 1 Tag Range ID: 2

Beginning Tag #	Ending Tag #	Assigned to Badge	Assigned to Employee Name	Assigned Date	Assigned Time
1	5	1	James Worthington	01/03/2008	04:38:54 PM

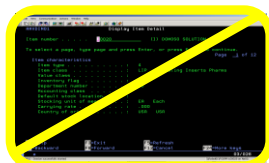
(IX) Create RF Inventory Tag Assignments

Templates  
Create Templates...

Warehouse 1  
Tag Range Internal ID 2  
Assignment Internal ID 0  
Beginning Tag #  
Ending Tag # 0  
Assigned to Badge 0

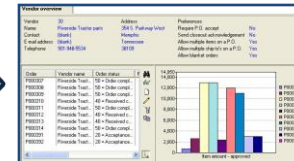
☒ Return here to create another  
☐ Preview before create

Create Cancel Help



*The New Face of MAPICS*

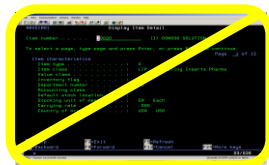
45





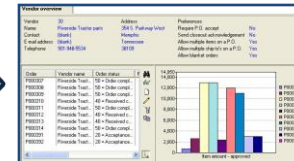
# Counter Actions

- Counter signs onto RF gun
- Chooses whether they are a 'Counter', 'Manager' or an 'Auditor'
  - Only Counters and Managers can change tags
  - Auditors can only approve or reject tags
- Enters/scans Employee number
- Then uses the following screens:



46

*The New Face of MAPICS*





# Count Entry Screens

12/11/07 14:31:09

Count Entry

Tag#: \_\_\_\_\_0

F2=Return F3=Exit

12/11/07 14:38:50

Tag# 11

Item \_\_\_\_\_

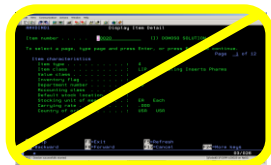
Location \_\_\_\_\_

Qty \_\_\_\_\_000

Btch/Lot \_\_\_\_\_

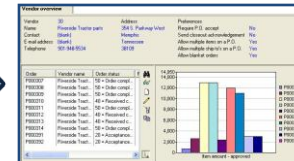
F2=Rtn F3=Exit

F4=Set Tag Unused



*The New Face of MAPICS*

47





# Entered Tag

12/13/07 11:15:40

Tag# 4

Item 239402

A - GE ROTOR R8579 (4,  
70F)

UOM EA

Location A1230

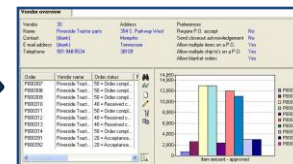
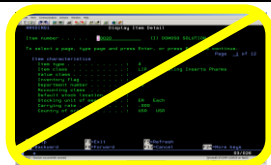
Btch/Lot

Qty 415.000

F1=Void

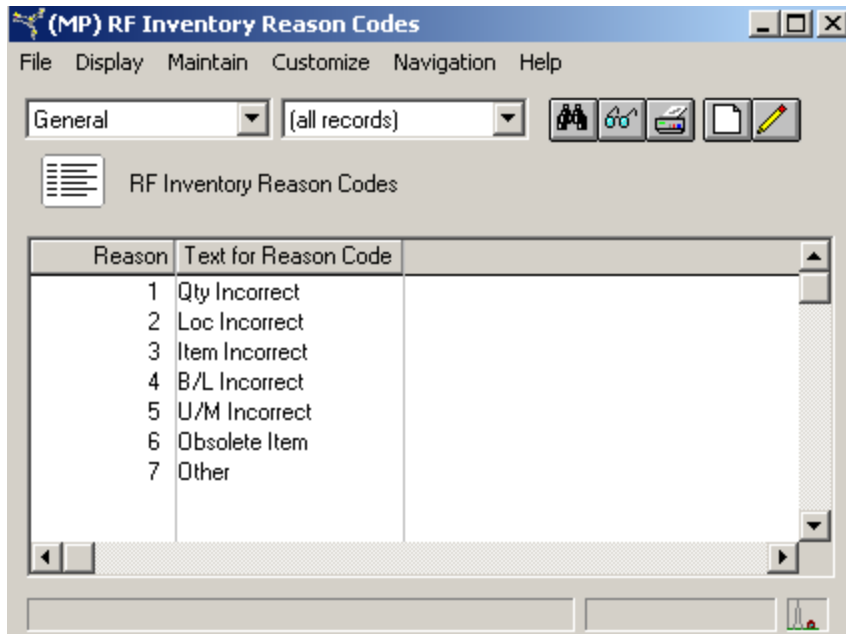
F2=Rtn F3=Exit

- Once the tag has been created, there are options to:
  - Change the count quantity
  - Void the tag (requires a reason code)

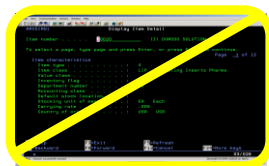




# Void/Reject Reasons

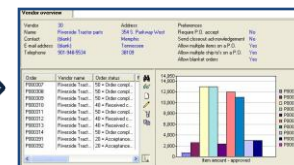


- Custom file has been created to enter Void or Audit Reject Reasons
- In addition to reason, counter or auditor can enter a manual entry of a description
- Audit Rejected tags must be voided before MM Count Group can be created



49

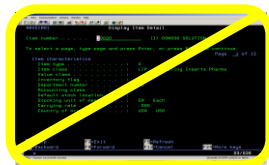
*The New Face of MAPICS*





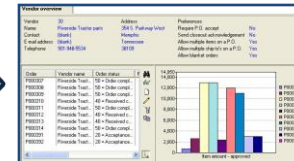
# Tag File

- As counts are scanned/entered, tag file is updated with:
  - Tag Status
  - Counted By (must match Assigned To)
  - Item, Location, Quantity and, if required, Batch/Lot number
  - Quantity and Cost difference between Location quantity and Count quantity



50

*The New Face of MAPICS*





# Tags after Count/Audit

## (MP) RF Inventory Tag Detail for Range - B,6

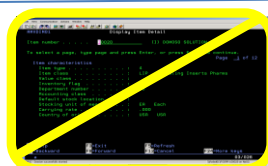
File Display Maintain Customize User Navigation Help

General (all records)



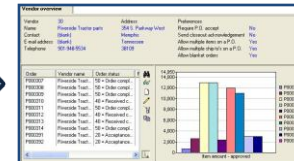
B,6

Tag #	Tag Status	Item	Item Description	Whse Stock Loc	Batch/Lot	Fifo Date	Count Quantity	Unit Cost	Extended Standard Cost	Stocking U/M	XA Qty	Count Difference	Extended Count Difference Amount
1	Audit Not A	23800	GI - AOS STATO	A122		08/28	19.000			EA	19.000	0.000	
2	Audit Not A	23939	A - GE ROTOR	A1220		10/02	208.000			EA	208.000	0.000	
3	Counted	23926	A - AOS ROTOR	A1230		10/15	400.000			EA	400.000	0.000	
4	Counted	23940	A - GE ROTOR	A1230		10/15	415.000			EA	416.000	-1.000	
5	Counted	23939	A - GE ROTOR	A1232		08/31	7.000			EA	116.000	-409.000	
6	Counted	24160	B - TI PROTECT	A12510		10/15	7.000			EA	7.000	0.000	
7	Counted	10912	B - MACHINED F	ASSEM	C	10/17	665.000			EA	667.000	-2.000	
8	Voided	58180	A B & G SILVER	ASSEM		08/26	0.000				0.000	0.000	
9	Counted	58185	BRAZE 505 CAC	A113		12/12	6.000			TO	0.000	6.000	
10	Counted	58185	A, B, & G SILVER	ASSEM		06/21	622.604			TO	622.604	0.000	
11	Counted	24160	B - TI PROTECT	A12510		10/15	7.000			EA	7.000	0.000	
12	Audit Appro	23950	J - AOS ROTOR	A1252		07/11	1,140.000			EA	40.000	0.000	
13	Assigned						0.000				0.000	0.000	
14	Assigned						0.000				0.000	0.000	
15	Assigned						0.000				0.000	0.000	
16	Voided	24166	BI - TI PROTECT	A1253		10/16	0.000				0.000	0.000	
17	Audit Appro	24166	BI - TI PROTECT	A1253		10/16	49.000			EA	49.000	0.000	
18	Counted	23939	A - GE ROTOR	A1260	00000001	09/24	416.000			EA	416.000	0.000	
19	Counted	23951	J - AOS ROTOR	A1260		07/19	419.000			EA	662.000	-143.000	
20	Counted	24141	B - TI PROTECT	A1261		10/16	1.000			EA	2.000	-1.000	
21	Counted	24141	B - TI PROTECT	A1261		09/25	2.000			EA	2.000	0.000	
22	Unused						0.000				0.000	0.000	
23	Counted	70399	H23A423ABCA	FPACK	Q 31	12/12	1.000			EA	0.000	1.000	
24	Assigned						0.000				0.000	0.000	
25	Open						0.000				0.000	0.000	



The New Face of MAPICS

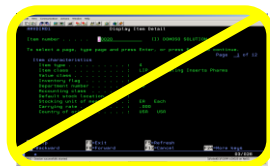
51





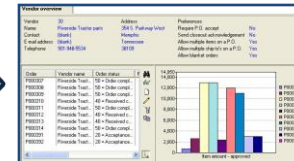
# Auditor Features

- An Auditor will be able to either approve or reject tags
- Rejected and Voided tags will require a Reason Code
- Auditor employee number, date, time, approval code and, if rejected, reason code will be added to the tag
- Un-used tags must be flagged as such



52

*The New Face of MAPICS*





# Auditor Screens

12/13/07 11:37:12

Tag# 4

Item 239402

A - GE ROTOR R8579 (4, 70F)

Location A1230

Btch/Lot

Count 415.000

Audit Accepted?

N (Y/N)

F2=Return

12/13/07 11:29:20

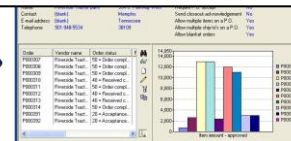
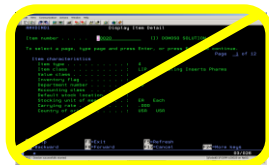
Select Reason Code

AUDIT NOT APPROVED

Reason Code

- ☐ Qty Incorrect
- ☐ Loc Incorrect
- ☐ Item Incorrect
- ☐ B/L Incorrect
- ☐ U/M Incorrect
- ☐ Obsolete Item
- ☐ Other

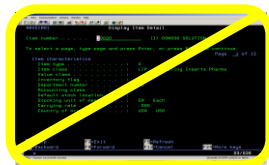
F5=PageUp F6=PageDn





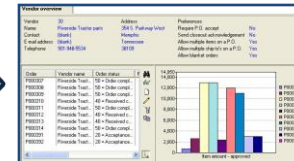
# Tag Reconciliation

- Use Subsets and Views to review tags
- Audit rejected tags must be voided before MM Count Group can be created
- Verify that all tags have been accounted for



54

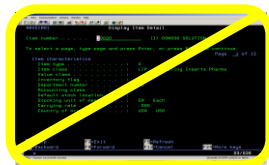
*The New Face of MAPICS*





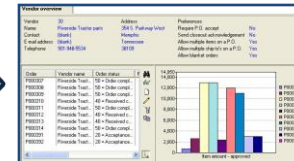
# Tag Status

- OP - Open
- AS - Assigned
- \*CT - Counted
- \*AA - Audit Approved
- AN - Audit Not Approved
- \*VD - Voided
- \*UU - Unused
- \*CN - Consolidated To (for internal use when posting counts to MM)
- \*UI - Uncounted Item (for internal use when posting counts to MM)
- \* all tags must be in one of these status codes to create the count group or IM batch



55

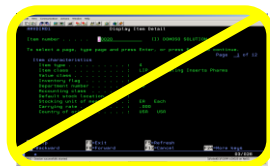
*The New Face of MAPICS*





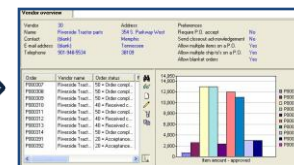
# Create Count Group

- Once all tags have been accounted for, a job will be run that will take the tag information and create an XA Materials Management Count Group:
  - Multiple tags for the same item/location will be consolidated
  - Program provides an option to create zero count quantity tags for item/locations that did not have a count quantity entered



56

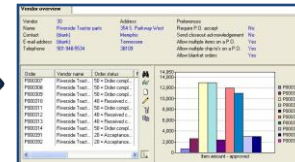
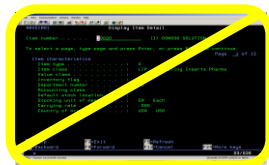
*The New Face of MAPICS*





# Tag Status

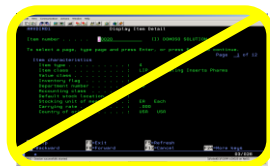
- \*CT - Counted
- \*AA - Audit Approved
- \*VD - Voided
- \*UU - Unused
- \*CN - Consolidated To (for internal use when posting counts to MM)
- \*UI - Uncounted Item (for internal use when posting counts to MM)
- \* all tags must be in one of these status codes to create the MM count group or IM batch





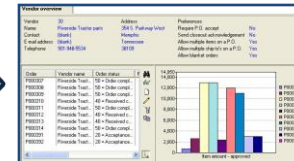
# MM Count Group

- Materials Management will now control count quantities
- XA Variance reports can be created
- Re-counts can be entered (MM allows up to 3 count quantities per item)
- Update quantity on hand is run from MM (creates 'PH' Physical Inventory Adjustment Transactions)
- Raw count data remains in RF Physical Inventory



58

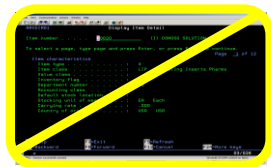
*The New Face of MAPICS*





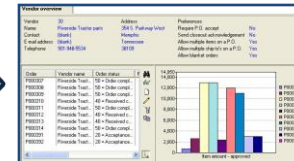
# IM Phy Inv Batch

- Instead of an MM Count Group, you can choose to create a Physical Inventory Batch in Inventory Management
  - No tracking of Tag Number in IM, only MM
- Run the IM variance report and adjust counts as necessary
- Post the result through IM
- Raw count data remains in RF Physical Inventory



59

*The New Face of MAPICS*





# MM Count Group

- Once the Count Group has been created, all activity would occur in MM
- If a re-count quantity needs to be entered, the MM card file would be used:

(MP) Change Inventory Count Item - 12,5,760020,1234,TEST2

File Display Maintain Customize Navigation Help

Default

Group: 12 Detail: S 1234 760020 TEST2 Reassign2

Assigned to: Reassign2

Maintainable count: 1 = Count 1

Tag: 12

Count for posting: 1 = Use count 1

Void: ☐ Yes ☒ No

Void reason:

Count comment:

Post status: 0 = Not posted

Last count date: (blank)

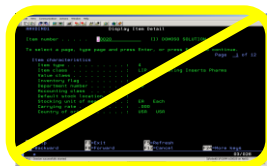
Cycle count code: 0 = No cycle count

**General**

Count 1

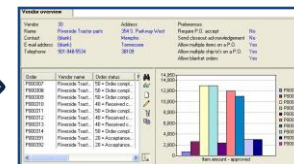
Count 2

Count 3



60

The New Face of MAPICS





# Variance Reports

- Variance reports would be created from MM

**Inventory Count Item - Report Options**

12 W/hs S Phy Inventory - Custom

Inventory Count Entry List  
Inventory Tags  
Items Counted / Uncounted  
**Variance Report**

☐ Print

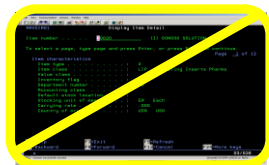
Description:

Subset...: (all records)

Limited by: 12 W/hs S Phy Inventory - Custom

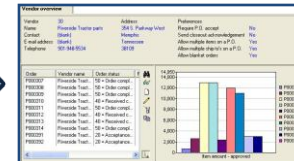
Sort...: (default)

Submit Cancel Help



61

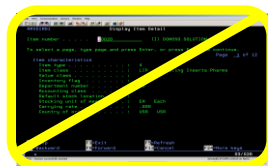
*The New Face of MAPICS*





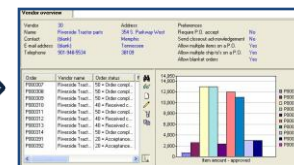
# Updating On Hand Balances

- Once all count items have been approved, Materials Management would be used to post count quantities
- If there is a difference between the count quantity and the location quantity, a PH (Physical Inventory Adjustment) transaction will be created to update the on hand balance



62

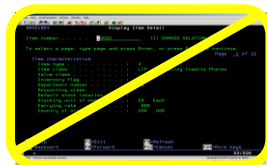
The New Face of MAPICS



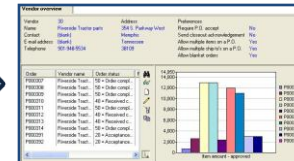


# Cycle Count after Physical Inventory

- The Cistech RF PI application includes programs that will:
  - Reset the 'Date Last Count' field in the Item Balance record based on the Cycle Count Code
    - Posting a Physical Inventory will change the 'Date Last Count' for every item in the warehouse to the same date
  - Update the 'Cycle Count Code' field based on the Value Class/ABC code of the item



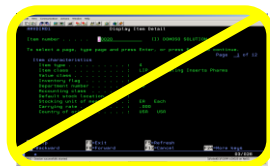
*The New Face of MAPICS*





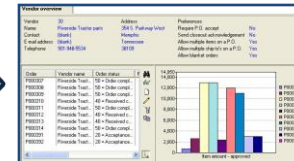
# Physical Inventory Summary

- Tags are now a 'peel off' label
- Scanning provides the tag 'data entry'
- Auditors can see count quantity from the RF gun and approve or reject a tag
- Counters can void a tag
- Auditor Rejected and Counter Voided tags require a user defined reason code
- Tags will create either an MM Count Group or IM Batch
- MM/IM will produce variance reports and update quantity on hand information



64

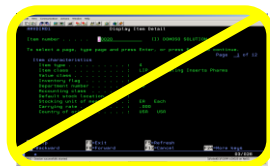
The New Face of MAPICS



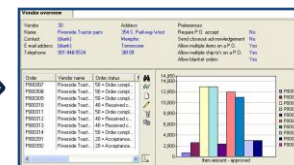


# Implementation

- Rapid implementation-be ready for your next physical inventory!
  - Create Employee/Badge numbers for Counters, Auditors & Managers in PM&C
  - Create a sample tag group and train employees on RF Gun screens & keys
  - Take your Physical
- Every company that has implemented RF PI has had a reduction of more than 50% in the time required to take a Physical Inventory



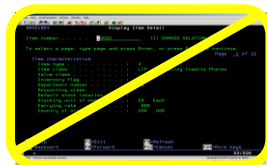
65 The New Face of MAPICS



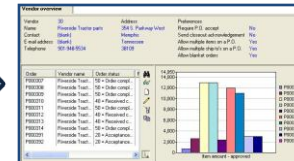


# Implementation

- Typical implementation..education/training on:
  - PM&C/Employee Master
  - Tag Control
  - Counter procedures
  - Auditor procedures
  - Reconciliation options
  - Posting counts to XA
  - Inventory update
- Normally, 2 to 3 days of consulting assistance



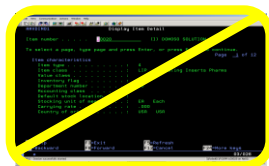
*The New Face of MAPICS*



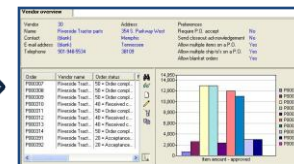


# Benefits

- Significantly reduce the amount of time to count, audit and reconcile a physical inventory
- Significantly reduces keystrokes with RF scanning functions, increases data accuracy
- Integrated with MM minimizes training effort
- 'Tags' printed on peel off labels using a laser printer
- Can track tag from creation to posting with tag status
- Can audit tags and present an excel spreadsheet (exported from PowerLink) to external auditors showing count/audit
- Reason codes for void and audit rejected tags



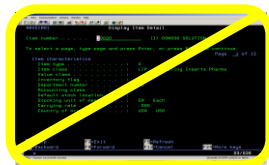
67 *The New Face of MAPICS*







# Thank You!



*The New Face of MAPICS*

