

Parts Inventory Adjustments

Adjustments to the Parts Inventory are occasionally needed. The following guide will follow the steps needed.

From the Main Parts Menu

Choose Parts Management > Item Journals

Choose the correct Batch Name : INV ADJ as shown below

Batch Name

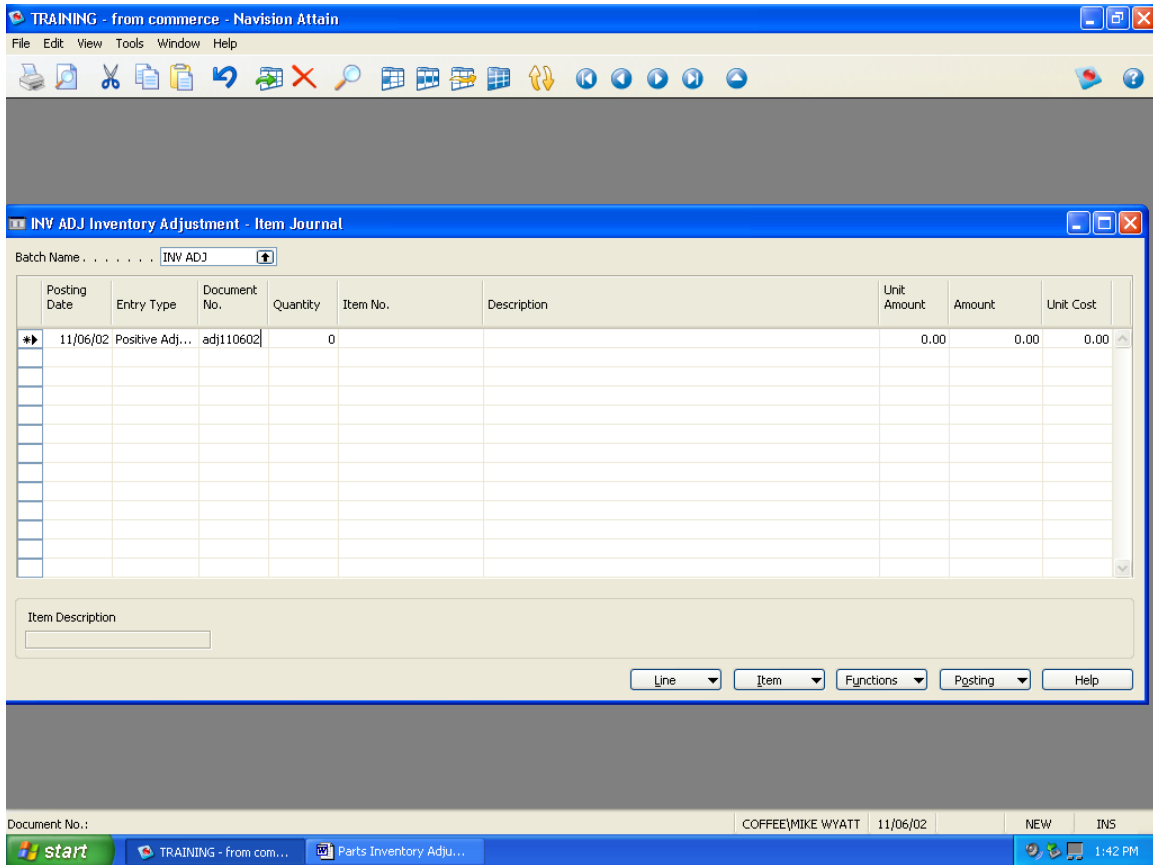
The screenshot displays the Navision Attain software interface. The main window is titled 'INV ADJ Inventory Adjustment - Item Journal'. The 'Batch Name' field is set to 'INV ADJ'. A dialog box titled 'Item Journal Batches' is open, showing a list of batch names and descriptions. The 'INV ADJ' batch is selected. The background window shows a table with the following data:

Posting Date	Entry Type	Document No.	Quantity	Item No.	Description	Unit Amount	Amount	Unit Cost
11/06/02	Purchase					0.00	0.00	0.00

The 'Item Journal Batches' dialog box contains the following data:

Name	Description	No. Series	Posting ...	Reason ...
INITDCX	Initial Chrysler Parts Inventory			
INITNON...	Initial Non-Chrysler Parts Inventory			
▶ INV ADJ	Inventory Adjustment		↓	
NEW CAR	INITIAL Stock of New Cars			
PHISTORY	Historical parts sales information f...			
USED CAR	INITIAL Stock of Used Cars			

The system will require a Document Number. If no document number is available, create a number i.e. today's date, Julian date, etc.



Enter Quantity, part number as needed for adjustments.

TRAINING - from commerce - Navision Attain

File Edit View Tools Window Help

INV ADJ Inventory Adjustment - Item Journal

Batch Name INV ADJ

Posting Date	Entry Type	Document No.	Quantity	Item No.	Description	Unit Amount	Amount	Unit Cost
11/06/02	Positive Adj...	ADJ110602	2	V1013254	SHOE KIT-FRONT DISC BRAKE	28.20	56.40	28.20
11/06/02	Negative A...	ADJ110602	1	V1013438	SHOE KIT-FRONT DISC BRAKE	28.20	28.20	28.20
11/06/02	Negative A...	ADJ110602	4	82300329	R-134A FREON	4.00	16.00	4.00
11/06/02	Negative A...	ADJ110602	0			0.00	0.00	0.00

Item Description

Line Item Functions Posting Help

Posting Date: 11/06/02 COFFEE\MIKE WYATT 11/06/02 NEW INS

start TRAINING - from com... Parts Inventory Adju... 1:58 PM

Adjustments are not “real” until the journal is posted. It is suggested to run Test Report prior to actual posting.
Note example below:

Test Report option

The screenshot displays the 'INV ADJ Inventory Adjustment - Item Journal' window in Navision Attain. The window title is 'TRAINING - from commerce - Navision Attain'. The interface includes a menu bar (File, Edit, View, Tools, Window, Help) and a toolbar with various icons. The main area shows a table of inventory adjustments with columns for Posting Date, Entry Type, Document No., Quantity, Item No., Description, Unit Amount, Amount, and Unit Cost. The data is as follows:

Posting Date	Entry Type	Document No.	Quantity	Item No.	Description	Unit Amount	Amount	Unit Cost
11/06/02	Positive Adj...	ADJ110602	2	V1013254	SHOE KIT-FRONT DISC BRAKE	28.20	56.40	28.20
11/06/02	Negative A...	ADJ110602	1	V1013438	SHOE KIT-FRONT DISC BRAKE	28.20	28.20	28.20
11/06/02	Negative A...	ADJ110602	4	82300329	R-134A FREON	4.00	16.00	4.00
11/05/02	Negative A...	ADJ110602	0			0.00	0.00	0.00

Below the table is an 'Item Description' field. At the bottom right, there are buttons for 'Line', 'Item', 'Functions', 'Posting', and 'Help'. The 'Posting' dropdown menu is open, showing the following options:

- Test Report...
- Post F11
- Post and Print Shift+F11

The status bar at the bottom shows 'Posting Date: 11/06/02', 'COFFEE\MIKE WYATT', '11/06/02', 'NEW', 'INS', and the system clock '1:59 PM'.

From the Test Report pop-up, choose Preview

The screenshot shows the Navision Attain software interface. The main window is titled "INV ADJ Inventory Adjustment - Item Journal" and displays a table of inventory adjustments. A pop-up dialog box titled "Inventory Posting - Test" is open, showing a table with columns for "Field" and "Filter". The "Preview" button in the dialog box is highlighted with a red circle.

Posting Date	Entry Type	Document No.	Quantity	Item No.	Description	Unit Amount	Amount	Unit Cost
11/06/02	Positive Adj...	ADJ110602	2	V1012854	CUSTOMER DISCOUNT	28.20	56.40	28.20
11/06/02	Negative A...	ADJ110602	1	V1012854	CUSTOMER DISCOUNT	28.20	28.20	28.20
11/06/02	Negative A...	ADJ110602	4	8230		4.00	16.00	4.00
11/06/02	Negative A...	ADJ110602	0			0.00	0.00	0.00

Inventory Posting - Test

Field	Filter
Journal Template Name	
Name	

Print... Preview Cancel Help

Line Item Functions Posting Help

Filter: COFFEE\MIKE WYATT 11/06/02 INS

start TRAINING - from com... Parts Inventory Adju... 2:03 PM

The Preview will show the dollar effect on the inventory. If amounts are correct, you are ready to post the journal (F11).

(Shift + F11) if you require a hardcopy to print.

Inventory Posting - Test
Commerce C-P-D-J, Inc. November 6, 2002 2:05 PM
Pag
MIKE W

Journal Template Name: ITBM
Journal Batch Name: INV ADJ

Item Journal Line: Journal Template Name: ITBM, Journal Batch Name: INV ADJ

Posting Date	Entr Type	Item No.	Description	Quantity	Invoiced Quantity	Unit Amount	Amount
11/06/02	Positi	V1013254	SHOE KIT-FRONT DISC BRAKE	2	2	28.20	56.40
11/06/02	Nega	V1013438	SHOE KIT-FRONT DISC BRAKE	1	1	28.20	28.20
11/06/02	Nega	82300329	R-134A FREON	4	4	4.00	16.00
Positive Adjmt.							56.40
Negative Adjmt.							44.20
Total							12.20

Page 1 | Report generation completed (1 pages) | Help

COFFEE\MIKE WYATT | 11/06/02 | 2:05 PM

The screen will display a successful posting.

The screenshot displays the Navision Attain software interface. The main window is titled "INV ADJ Inventory Adjustment - Item Journal". It features a menu bar (File, Edit, View, Tools, Window, Help) and a toolbar with various icons. A data table is visible with the following columns: Posting Date, Entry Type, Document No., Quantity, Item No., Description, Unit Amount, Amount, and Unit Cost. The first row contains the data: 09/17/02, Purchase, TEST, 0, and 0.00, 0.00, 0.00. A modal dialog box titled "Navision Attain" is centered on the screen, displaying an information icon and the message "The journal lines were successfully posted." with an "OK" button. Below the table is an "Item Description" field. At the bottom of the window, there are buttons for "Line", "Item", "Functions", "Posting", and "Help". The status bar at the very bottom shows "Posting Date: 09/17/02", user information "COFFEE\MIKE WYATT", date "11/06/02", and "INS". The Windows taskbar at the bottom includes the Start button, taskbar icons for "TRAINING - from com..." and "Parts Inventory Adju...", and a system clock showing "2:17 PM".

Posting Date	Entry Type	Document No.	Quantity	Item No.	Description	Unit Amount	Amount	Unit Cost
09/17/02	Purchase	TEST	0			0.00	0.00	0.00

GL display of account 13000 BEFORE journal posting:

The screenshot displays the Navision Attain software interface. The main window is titled "Chart of Accounts" and shows a list of accounts. The account 13000, "Parts Inventory", is selected and its balance is circled in red. The balance is 133,976.05. The window title bar shows "TRAINING - from commerce - Navision Attain". The taskbar at the bottom shows the Windows start button, the application "TRAINING - from com...", and "Parts Inventory Adju...". The system tray shows the time as 2:14 PM on 11/06/02.

No.	Search N...	Name	I...	A...	Totaling	Net Change	Balance
12900	129	Used ChryVeh Remarketing	B..	P..			
12901	129A	Leasing	B..	P..			
12902	129B	UCL - Pack	B..	P..			
▶ 13000	130	Parts Inventory	B..	P..		133,976.05	133,976.05
13100	131	Parts & Access - Other Mfg	B..	P..			
13200	132	Inventory Adj - P&A	B..	P..			
13300	133	Tire Inventory	B..	P..		500.78	500.78
13400	134	Other Automotive Inv	B..	P..			
13501	135A	Work in Process - Service	B..	P..		5,255.82	5,255.82
13502	135B	Work in Process - Body Shop	B..	P..			
13601	136A	Gas, Oil & Lubricants Inv	B..	P..			
13602	136B	Body & Paint Materials	B..	P..			
13603	136C	Sublet Work	B..	P..		1,611.54	1,611.54
13700	137	Non-automotive Inventory	B..	P..		-398.00	-398.00
13998		Total Inventories	B..	E..	11999..13998	3,638,903.93	3,638,903.93
14000	140	Marketable Securities	B..	P..			
14501	145A	Prepaid Exp-Adv	B..	P..			
14502	145B	Prepaid Exp-Insurance	B..	P..		-6,490.90	-6,490.90

GL display of account 13000 AFTER journal posting:

Notice the inventory increased \$12.20 in value.

The screenshot displays the Navision Attain software interface. The main window is titled "Chart of Accounts" and shows a list of accounts. Account 13000, "Parts Inventory", is highlighted with a blue selection bar. The "Net Change" and "Balance" columns for account 13000 are circled in red, showing values of 133,988.25 and 133,988.25, respectively. An inset window titled "13000 Parts Inventory - General Ledger Entries" is open, showing a list of transactions for account 13000. The transactions include sales of 13654 and 13830, and adjustments on 11/06/02. The total amount for the adjustments is -16.00.

No.	Search N...	Name	I...	A...	Totaling	Net Change	Balance
12900	129	Used ChryVeh Remarketing	B..	P..			
12901	129A	Leasing	B..	P..			
12902	129B	UCL - Pack	B..	P..			
▶ 13000	130	Parts Inventory	B..	P..		133,988.25	133,988.25
13100	131	Parts & Access - Other Mfg	B..	P..			
13200	132	Inventory Adj - P&A	B..	P..			
13300	133	Tire Inventory	B..	P..		500.78	500.78
13400	134	Other Automotive Inv	B..	P..			
13500	135A	Work In Process - Service	B..	P..		5,255.82	5,255.82

Posting ...	D..	Docume...	G/L Acco...	Description	Amount	B..	Bal. Acc...	Entr
10/30/02		61617CP	13000	Sale 13654 on 10/30/02	-3.90	G..		
10/30/02		61617CP	13000	Sale 13654 on 10/30/02	-5.29	G..		
10/30/02		61617CP	13000	Sale 13654 on 10/30/02	-1.31	G..		
10/30/02		30573P	13000	Sale 13830 on 10/30/02	-20.40	G..		
10/30/02		30573P	13000	Sale 13830 on 10/30/02	-6.85	G..		
10/30/02		30573P	13000	Sale 13830 on 10/30/02	-55.29	G..		
10/31/02	I...	2003171	13000	Order 1978	276.00	G..		
11/06/02		ADJ110602	13000	Positive Adjmt. on 11/06/02	56.40	G..		
11/06/02		ADJ110602	13000	Negative Adjmt. on 11/06/02	-28.20	G..		
▶ 11/06/02		ADJ110602	13000	Negative Adjmt. on 11/06/02	-16.00	G..		