Report of Current Stock

This report shows the stock there is right now of each inventory item in the branch and what it is worth.

How to get here: menu **Items → Reports → Current Stock**.

> Access to this report depends on the employee's access level.

Filters

The **Report of current stock** window opens, with three filters:

Block	Options
Status	**All**, **Available** or **Unavailable**. **Available** comes selected.
Inventory	**All**, **With Inventory** or **Without Inventory**. **With Inventory** comes selected.
Vendor	A vendor from the list or **-- All vendors --**, which is what comes chosen.

- **Status** filters by the **Inventory item available** checkbox of the inventory item.

- **Inventory** filters by the **Show in inventories** checkbox of the inventory item.
- **Vendor** leaves only the inventory items that have that vendor assigned.

The two checkboxes and the vendors of the inventory item are set in Add/Modify Inventory Items.

> If you choose a **Vendor**, you get a stock report with only its inventory items.

Running the report

1. Choose the filters.
2. Click **Report**.
3. If the branch has more than one subcentre, the **Select the Subcentre** window appears. Choose one and click **Ok**.

If no inventory item meets the filters, the message “There are no inventory items with the selected filter.” appears.

When you close the report you return to the filters window. This way you can run another one with different filters.

The report

The inventory items are sorted by inventory item type and by description.

Column	What it shows
CODE	The code of the inventory item.
DESCRIPTION	The name of the inventory item.
UNITS	The stockroom unit.
MIN. S.	The minimum stock.
MAX. S.	The maximum stock.
STOCK	The current stock in the chosen subcentre.
Value	The value of that stock: the stock multiplied by the last price of the inventory item.
INVENT.	The partial inventories the inventory item is included in: `1` is **Morning**, `2` is **Midday** and `3` is **Night**.

At the end, the **TOTAL :** line adds up the value of all the stock.

Buttons

- **Report**: runs the report with the chosen filters.
- **Cancel**: closes the window.

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