



Importing Inventory Counts by Batch

Document Version: **1.2**
Document Date: **01/15/2015**

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Overview

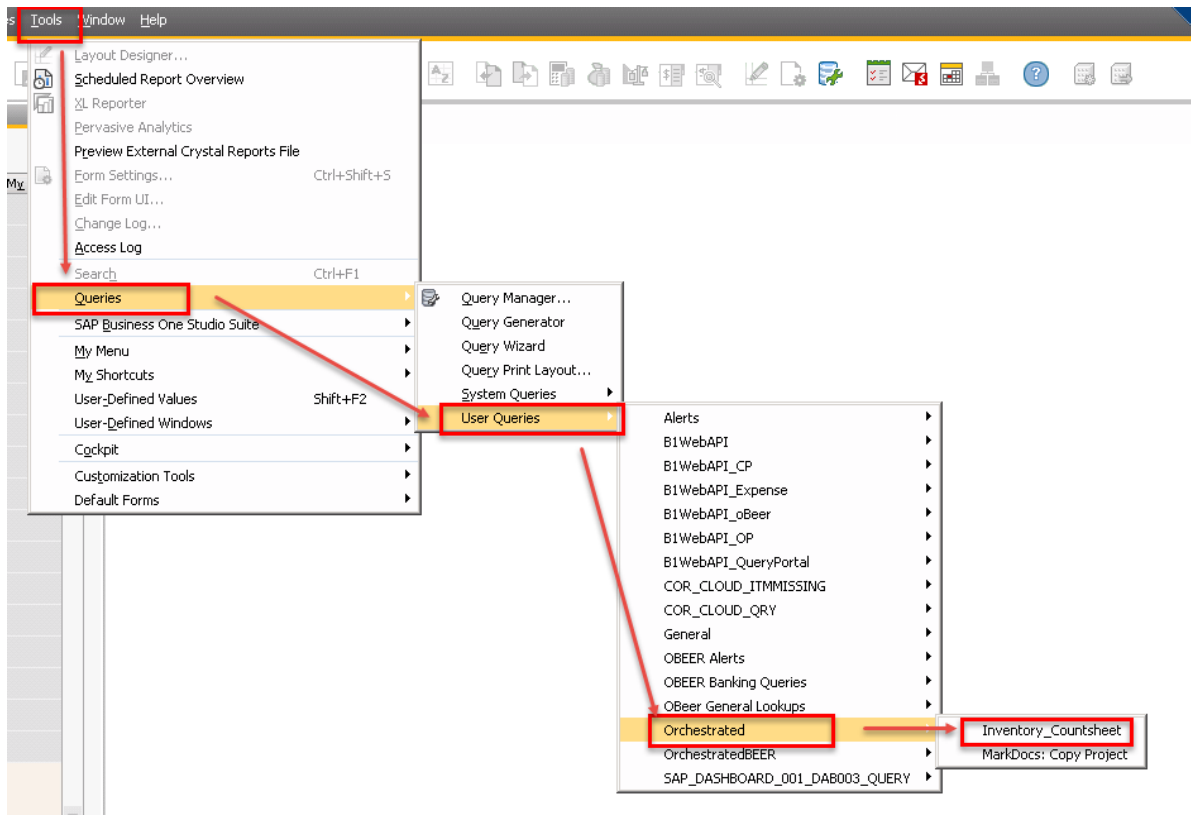
Recently the SAP platform that Orchestrated runs on has implemented a change in the way batches are handled from the Inventory Posting Screen. This change was to implement counting by batch at the Count Sheet level. To best support this change, we recommend importing a "count by batch" worksheet. This document will cover the following:

1. How to get the batches that are in stock at the time the query is run
2. How to setup an excel worksheet for inventory counting
3. Importing the completed count sheet
4. Following through to inventory post.

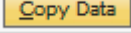
1 - Inventory User Query

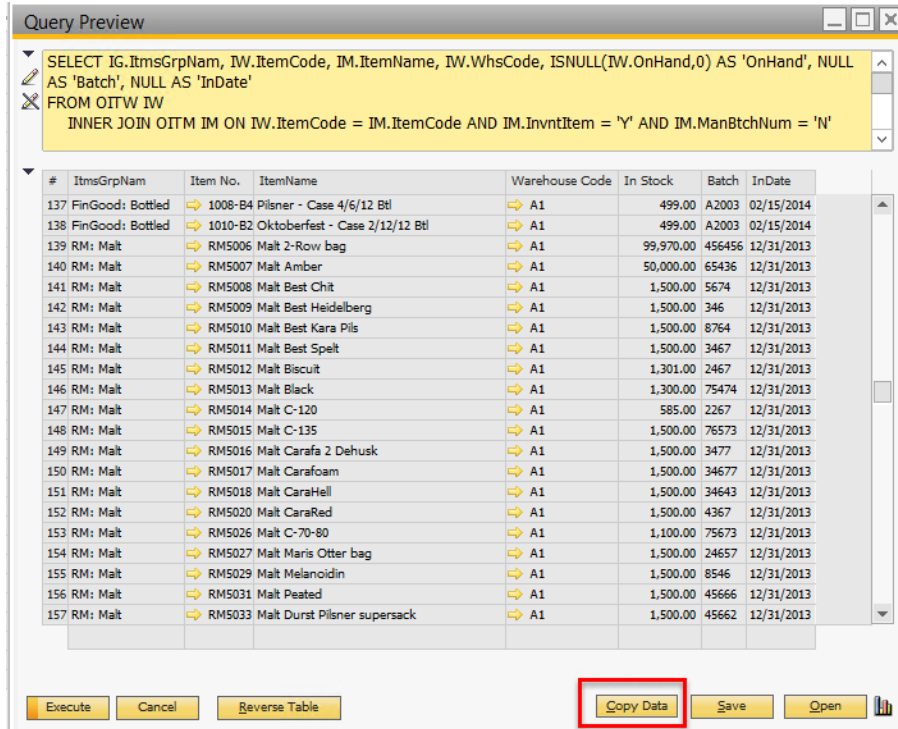
The following query is what you will need to import to get a list of items both with and without batches, with in-stock quantities as of the day the query is run.

1. Navigate to *Tools* → *Queries* → *User Queries* → *Orchestrated* → *Inventory_Countsheet*
2. Execute the query



2 - Export Query Results

With the results, press the  button in the lower right portion of the query results to copy the values to your clipboard. Then open Excel and paste the values in.



The screenshot shows a 'Query Preview' window with the following SQL query:

```
SELECT IG.ItmsGrpNam, IW.ItemCode, IM.ItemName, IW.WhsCode, ISNULL(IW.OnHand,0) AS 'OnHand', NULL AS 'Batch', NULL AS 'InDate'  
FROM OITW IW  
INNER JOIN OITM IM ON IW.ItemCode = IM.ItemCode AND IM.InvtItem = 'Y' AND IM.ManBtchNum = 'N'
```

The results table contains the following data:

#	ItmsGrpNam	Item No.	ItemName	Warehouse Code	In Stock	Batch	InDate
137	FinGood: Bottled	1008-B4	Pilsner - Case 4/6/12 Btl	A1	499.00	A2003	02/15/2014
138	FinGood: Bottled	1010-B2	Oktoberfest - Case 2/12/12 Btl	A1	499.00	A2003	02/15/2014
139	RM: Malt	RMS006	Malt 2-Row bag	A1	99,970.00	456456	12/31/2013
140	RM: Malt	RMS007	Malt Amber	A1	50,000.00	65436	12/31/2013
141	RM: Malt	RMS008	Malt Best Chit	A1	1,500.00	5674	12/31/2013
142	RM: Malt	RMS009	Malt Best Heidelberg	A1	1,500.00	346	12/31/2013
143	RM: Malt	RMS010	Malt Best Kara Pils	A1	1,500.00	8764	12/31/2013
144	RM: Malt	RMS011	Malt Best Spelt	A1	1,500.00	3467	12/31/2013
145	RM: Malt	RMS012	Malt Biscuit	A1	1,301.00	2467	12/31/2013
146	RM: Malt	RMS013	Malt Black	A1	1,300.00	75474	12/31/2013
147	RM: Malt	RMS014	Malt C-120	A1	585.00	2267	12/31/2013
148	RM: Malt	RMS015	Malt C-135	A1	1,500.00	76573	12/31/2013
149	RM: Malt	RMS016	Malt Carafa 2 Dehusk	A1	1,500.00	3477	12/31/2013
150	RM: Malt	RMS017	Malt Caraf foam	A1	1,500.00	34677	12/31/2013
151	RM: Malt	RMS018	Malt CaraHell	A1	1,500.00	34643	12/31/2013
152	RM: Malt	RMS020	Malt CaraRed	A1	1,500.00	4367	12/31/2013
153	RM: Malt	RMS026	Malt C-70-80	A1	1,100.00	75673	12/31/2013
154	RM: Malt	RMS027	Malt Maris Otter bag	A1	1,500.00	24657	12/31/2013
155	RM: Malt	RMS029	Malt Melanoidin	A1	1,500.00	8546	12/31/2013
156	RM: Malt	RMS031	Malt Peated	A1	1,500.00	45666	12/31/2013
157	RM: Malt	RMS033	Malt Durst Pilsner supersack	A1	1,500.00	45662	12/31/2013

At the bottom of the window, the 'Copy Data' button is highlighted with a red box. Other buttons include 'Execute', 'Cancel', 'Reverse Table', 'Save', and 'Open'.

3 - Setup Excel Count Sheet

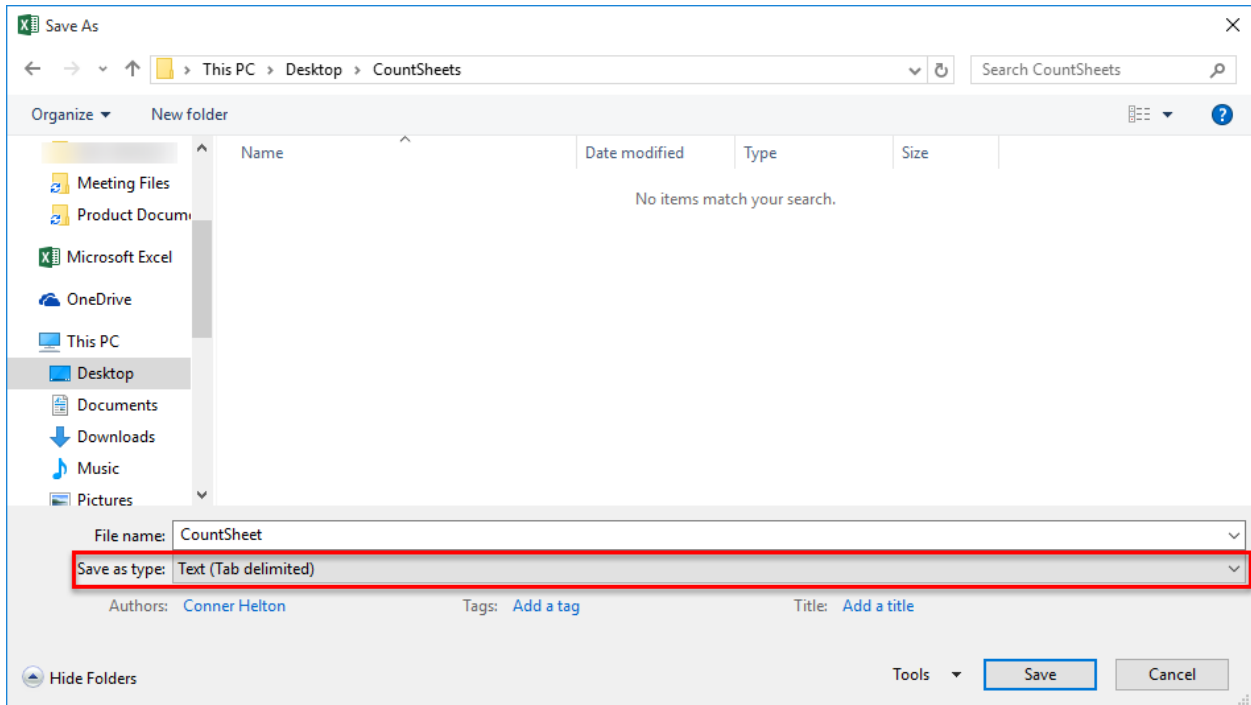
Now that you have the data in Excel, we suggest you clear the values in the In Stock column (F). We will replace those values with the quantity you actually counted. The data displayed here is the actual in-stock quantity by batch you have on the day you run the query.

#	ItmsGrpNam	Item No.	ItemName	Warehouse Code	In Stock	Batch	InDate		
1	1 Merch: POS	M2005	POS Posters (20 pack) - Amber Ale	A1	20				Y
2	2 Merch: POS	M2010	POS Posters (20 pack) - Pale Ale	A1	21				
3	3 Merch: POS	M2015	POS Posters (20 pack) - IPA	A1	21				
4	4 Merch: POS	M2020	POS Posters (20 pack) - Stout	A1	21				
5	5 Merch: POS	M2025	POS Posters (20 pack) - Portlandia Porter	A1	21				Y
6	6 Merch: POS	M3005	Neon Signs - Amber Ale	A1	1				Y
7	7 Merch: POS	M3010	Neon Signs - Pale Ale	A1	1				Y
8	8 Merch: POS	M3015	Neon Signs - IPA	A1	1				Y
9	9 Merch: POS	M3020	Neon Signs - Stout	A1	1				Y
10	10 Merch: POS	M3025	Neon Signs - Portlandia Porter	A1	1				Y
11	11 Merch: POS	M4005	Tap Handles - Amber Ale	A1	1				Y
12	12 Merch: POS	M4010	Tap Handles - Pale Ale	A1	1				Y
13	13 Merch: POS	M4015	Tap Handles - IPA	A1	1				Y
14	14 Merch: POS	M4020	Tap Handles - Stout	A1	1				Y
15	15 Merch: POS	M4025	Tap Handles - Portlandia Porter	A1	1				Y
16	16 Merch: Tap Room	M5005	Bike Jersey	A1	100				Y
17	17 Merch: Tap Room	M5010	Bobble Heads	A1	75				Y
18	18 Merch: Tap Room	M5015	Bottle Opener	A1	81				Y
19	19 Merch: Tap Room	M5020	Boxer	A1	64				Y
20	20 Merch: Tap Room	M5025	Candles	A1	12				Y
21	21 Merch: Tap Room	M5030	Barrel Glass	A1	25,240.00				Y
22	22 Merch: Tap Room	M5035	Event Glass	A1	480				Y

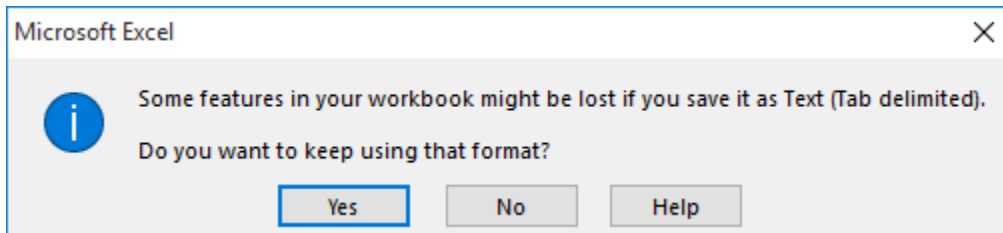
4 - Format Counted Sheet to Import

After you have filled in your values for your counted quantities by batch, its time to import the counts back into the system.

You will need to save the file as a **Text (Tab Delimited)**. This means if you have multiple tabs, you will need to save each tab as a separate file or combine them into a single import sheet.



If Excel prompts you with an alert, say **yes**.



5 - Importing Count Sheet

Now within Orchestrated, navigate to Inventory → Inventory Transactions → Inventory Counting Transactions → Inventory Counting.

From the *Add Items* button, select **Import Items** and set the import template to look like the below. Be sure to save this template for the future.

Import from Excel

Data Type to Import: Inventory Counting

File to Import: [Selection Button]

Map the File Columns to the Object Fields

Column in File	Field in Object
A	
B	
C	Item Code
D	Item Description
E	Warehouse Code
F	Counted Quantity
G	Batch Number
H	
I	
J	
K	
L	
M	

Import Method

Add New Records and Update Existing Records

Add New Records Without Updating Existing Records

Mapping

Use Data Template: [Selection Button]

Save as Template

Clear Mapping

Check Import File for Errors

Press the [Selection Button] button to import the count sheet you have just created.

Import from Excel

Data Type to Import: Inventory Counting

File to Import: [Selection Button]

Map the File Columns to the Object Fields

Now that you file is selected, press the Import button.

Clear Mapping

Check Import File for Errors

Import

Cancel

The system will send a message for a header, this is **harmless**.

You should now see your items in the inventory count sheet, what is not shown is the batches. That's OK they are saved. To view the batches, *right-click* on the counted quantity for that row and choose **Serial and Batch Selection**.

#	Item No.	Item Description	Freeze	Whse	In-Whse Qty on Count Date	Counted	UoM Counted Qty	Counted Qty	UoM Code	Items per Unit
208	1002-B46	Pale Ale - Case 4/6/12 Btl	<input type="checkbox"/>	A1	4,880.00	<input checked="" type="checkbox"/>		4,880.00	Manual	
209	1002-K12	Pale Ale - Keg 1/2 BBL	<input type="checkbox"/>	A1	293.00	<input checked="" type="checkbox"/>		183.00	Manual	
210	1004-B46	Stout - Case 4/6/12 Btl	<input type="checkbox"/>	A1	155.00	<input checked="" type="checkbox"/>				
211	1004-K12	Stout - Keg 1/2 BBL	<input type="checkbox"/>	A1	626.00	<input checked="" type="checkbox"/>				
212	1003-K16	IPA - Keg 1/6 BBL	<input type="checkbox"/>	A1	668.00	<input checked="" type="checkbox"/>				
213	1003-K12	IPA - Keg 1/2 BBL	<input type="checkbox"/>	A1	427.00	<input checked="" type="checkbox"/>				
214	1001-K12	Amber Ale - Keg 1/2 BBL	<input type="checkbox"/>	A1	1,155.00	<input checked="" type="checkbox"/>		1.1		
215	GB1010	Green Beer - Oktoberfest	<input type="checkbox"/>	F02	18.00	<input checked="" type="checkbox"/>				
216	GB1013	Green Beer - Northwest Nut Brov	<input type="checkbox"/>	F06	379.00	<input checked="" type="checkbox"/>				
217	RM5032	Malt Durst Pilsners bulk	<input type="checkbox"/>	A1	66,499.00	<input checked="" type="checkbox"/>		66,4		
218	BB1009	Bright Beer - Blonde	<input type="checkbox"/>	B07	306.00	<input checked="" type="checkbox"/>				
219	1004-B212	Stout - Case 2/12/12 Btl	<input type="checkbox"/>	A1	1,097.00	<input checked="" type="checkbox"/>		1,0		
220	1001-B212	Amber Ale - Case 2/12/12 Btl	<input type="checkbox"/>	A1	3,385.00	<input checked="" type="checkbox"/>		3,3		
221	1003-B46	IPA - Case 4/6/12 Btl	<input type="checkbox"/>	A1	3,703.00	<input checked="" type="checkbox"/>		3,7		
222	RM5043	Malt Vienna	<input type="checkbox"/>	A1	6,399.00	<input checked="" type="checkbox"/>		6,3		
223	BB1010	Bright Beer - Oktoberfest	<input type="checkbox"/>	B01	173.50	<input checked="" type="checkbox"/>				
224	BB1013	Bright Beer - Northwest Nut Brov	<input type="checkbox"/>	B09	140.00	<input checked="" type="checkbox"/>				
225	RH5014	Hops - German Tradition	<input type="checkbox"/>	A1	880.00	<input checked="" type="checkbox"/>				
					8,666,257.40			8,662,4		

Now go ahead and add the document by pressing **Add** in the lower left corner.

Inventory Counting

Count Date: 11/04/2015 Time: 15:59

Counting Type: Single Counter

Inventory Counter: User manager

No.: Primary 10003

Status: Open


Ref. 2

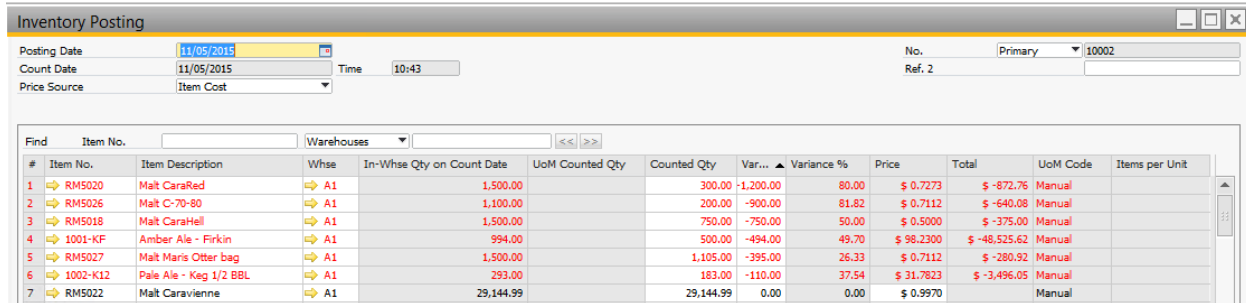
#	Item No.	Item Description	Freeze	Whse	In-Whse Qty on Count Date	Counted	UoM Counted Qty	Counted Qty	UoM Code	Items per Unit
108	1007-B212	Xmas Stout - Case 2/12/12 Btl	<input type="checkbox"/>	A1	699.00	<input checked="" type="checkbox"/>		699.00	Manual	
109	1007-B46	Xmas Stout - Case 4/6/12 Btl	<input type="checkbox"/>	A1	369.00	<input checked="" type="checkbox"/>		369.00	Manual	
110	1007-K12	Xmas Stout - Keg 1/2 BBL	<input type="checkbox"/>	A1	815.00	<input checked="" type="checkbox"/>		815.00	Manual	
111	1007-K16	Xmas Stout - Keg 1/6 BBL	<input type="checkbox"/>	A1	855.00	<input checked="" type="checkbox"/>		855.00	Manual	
112	1007-KF	Xmas Stout - Firkin	<input type="checkbox"/>	A1	967.00	<input checked="" type="checkbox"/>		867.00	Manual	
113	1008-B46	Pilsner - Case 4/6/12 Btl	<input type="checkbox"/>	A1	1,213.00	<input checked="" type="checkbox"/>		1,213.00	Manual	
114	1008-K12	Pilsner - Keg 1/2 BBL	<input type="checkbox"/>	A1	994.00	<input checked="" type="checkbox"/>		994.00	Manual	
115	1008-K16	Pilsner - Keg 1/6 BBL	<input type="checkbox"/>	A1	1,062.00	<input checked="" type="checkbox"/>		1,062.00	Manual	
116	1008-KF	Pilsner - Firkin	<input type="checkbox"/>	A1	999.00	<input checked="" type="checkbox"/>		999.00	Manual	
117	1009-B212	Blonde - Case 2/12/12 Btl	<input type="checkbox"/>	A1	999.00	<input checked="" type="checkbox"/>		999.00	Manual	
118	1009-B46	Blonde - Case 4/6/12 Btl	<input type="checkbox"/>	A1	4,604.00	<input checked="" type="checkbox"/>		4,604.00	Manual	
119	1009-K12	Blonde - Keg 1/2 BBL	<input type="checkbox"/>	A1	1,494.00	<input checked="" type="checkbox"/>		1,494.00	Manual	
120	1009-K16	Blonde - Keg 1/6 BBL	<input type="checkbox"/>	A1	999.00	<input checked="" type="checkbox"/>		999.00	Manual	
121	1009-KF	Blonde - Firkin	<input type="checkbox"/>	A1	999.00	<input checked="" type="checkbox"/>		999.00	Manual	
122	1010-B212	Oktoberfest - Case 2/12/12 Btl	<input type="checkbox"/>	A1	1,718.00	<input checked="" type="checkbox"/>		1,718.00	Manual	
123	1010-K12	Oktoberfest - Keg 1/2 BBL	<input type="checkbox"/>	A1	793.00	<input checked="" type="checkbox"/>		793.00	Manual	
124	1010-K16	Oktoberfest - Keg 1/6 BBL	<input type="checkbox"/>	A1	655.00	<input checked="" type="checkbox"/>		655.00	Manual	
					8,666,257.40			8,666,257.40		

Remarks


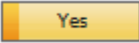
Add Cancel Add Items Adjust Counted Quantities Copy to Inventory Posting

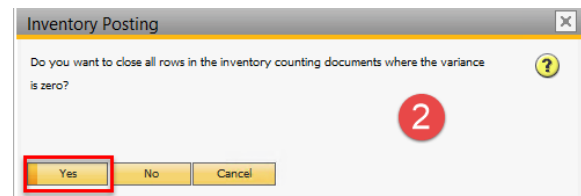
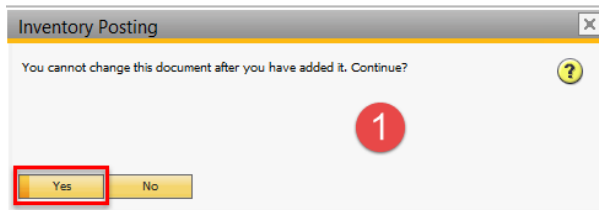
6 - Post to Inventory

The next step is to go back into the document and press . When you add the posting document, the batch select window will no longer appear because that has been handled by the counting sheet.



#	Item No.	Item Description	Whse	In-Whse Qty on Count Date	UoM Counted Qty	Counted Qty	Var...	Variance %	Price	Total	UoM Code	Items per Unit
1	RMS020	Malt CaraRed	A1	1,500.00		300.00	-1,200.00	80.00	\$ 0.7273	\$ -872.76	Manual	
2	RMS026	Malt C-70-80	A1	1,100.00		200.00	-900.00	81.82	\$ 0.7112	\$ -640.08	Manual	
3	RMS018	Malt CaraHell	A1	1,500.00		750.00	-750.00	50.00	\$ 0.5000	\$ -375.00	Manual	
4	1001-KF	Amber Ale - Firkin	A1	994.00		500.00	-494.00	49.70	\$ 98.2300	\$ -48,525.62	Manual	
5	RMS027	Malt Maris Otter bag	A1	1,500.00		1,105.00	-395.00	26.33	\$ 0.7112	\$ -280.92	Manual	
6	1002-K12	Pale Ale - Keg 1/2 BBL	A1	293.00		183.00	-110.00	37.54	\$ 31.7823	\$ -3,496.05	Manual	
7	RMS022	Malt Caravienne	A1	29,144.99		29,144.99	0.00	0.00	\$ 0.9970		Manual	

After you press the  button, you will receive two confirmation boxes, press  on both.



Log of Changes

This table records the changes made to the specifications since the first draft dated November 05, 2015.

Date of Change	Who	Description
11/05/2015	Conner Helton	Initial document
11/16/2015	Conner Helton	Replaced Import Queries hyperlink.
01/15/2016	Conner Helton	Added 'User query' information