

Inventory - Issue Note

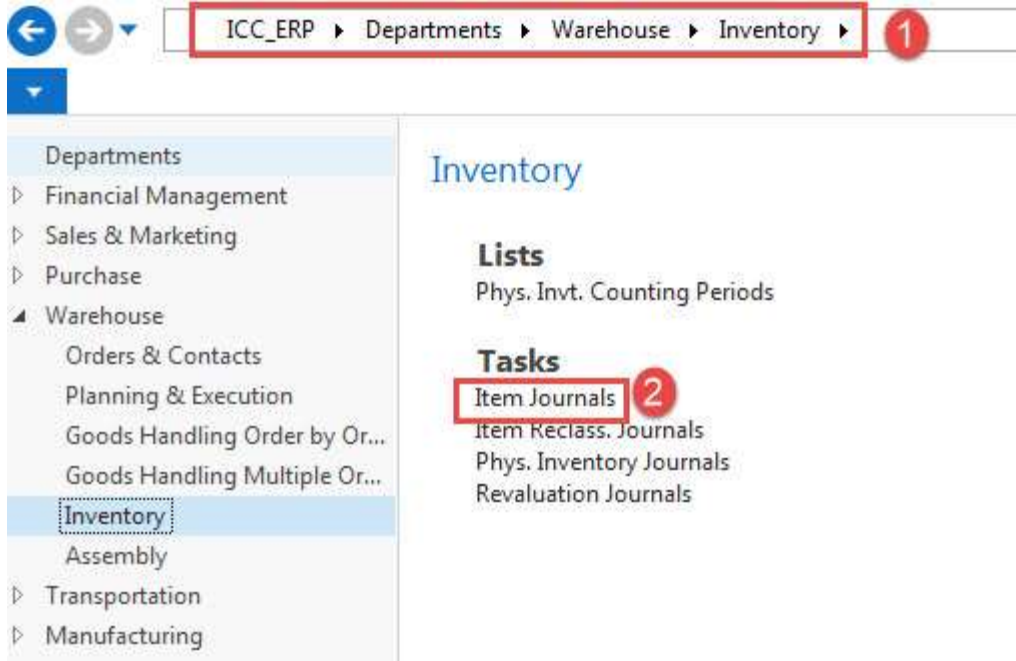
Here we explain how to perform an inventory issue based on the inventory. Using the following steps, you can perform this operation.

Step 01: Navigate to item journal can be done using *Departments -> Warehouse -> Inventory -> item journals* or search box type “*item journals*”

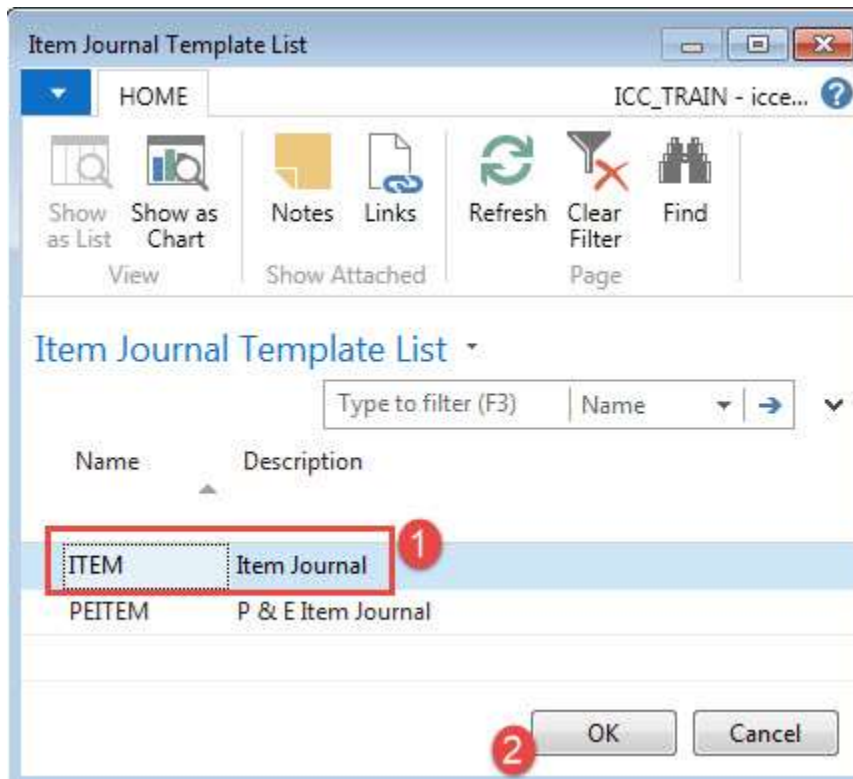
The screenshot shows the Microsoft Dynamics NAV interface. At the top, the breadcrumb navigation path is "ICC_ERP > Departments >". The left-hand navigation pane shows a tree view of departments, with "Departments" selected and highlighted with a red circle containing the number "1". The main content area displays the "Departments" page, which is organized into sections based on department type:

- Financial Management:** General Ledger, Cash Management, Cost Accounting, Cash Flow, Receivables, Payables, Fixed Assets, Inventory, SVAT Voucher, Periodic Activities, Setup.
- Sales & Marketing:** Sales, Order Processing, Marketing, Inventory & Pricing.
- Purchase:** Planning, Order Processing, Inventory & Costing.
- Warehouse:** Orders & Contacts, Planning & Execution, Goods Handling Order b..., Goods Handling Multipl..., **Inventory**, Assembly.

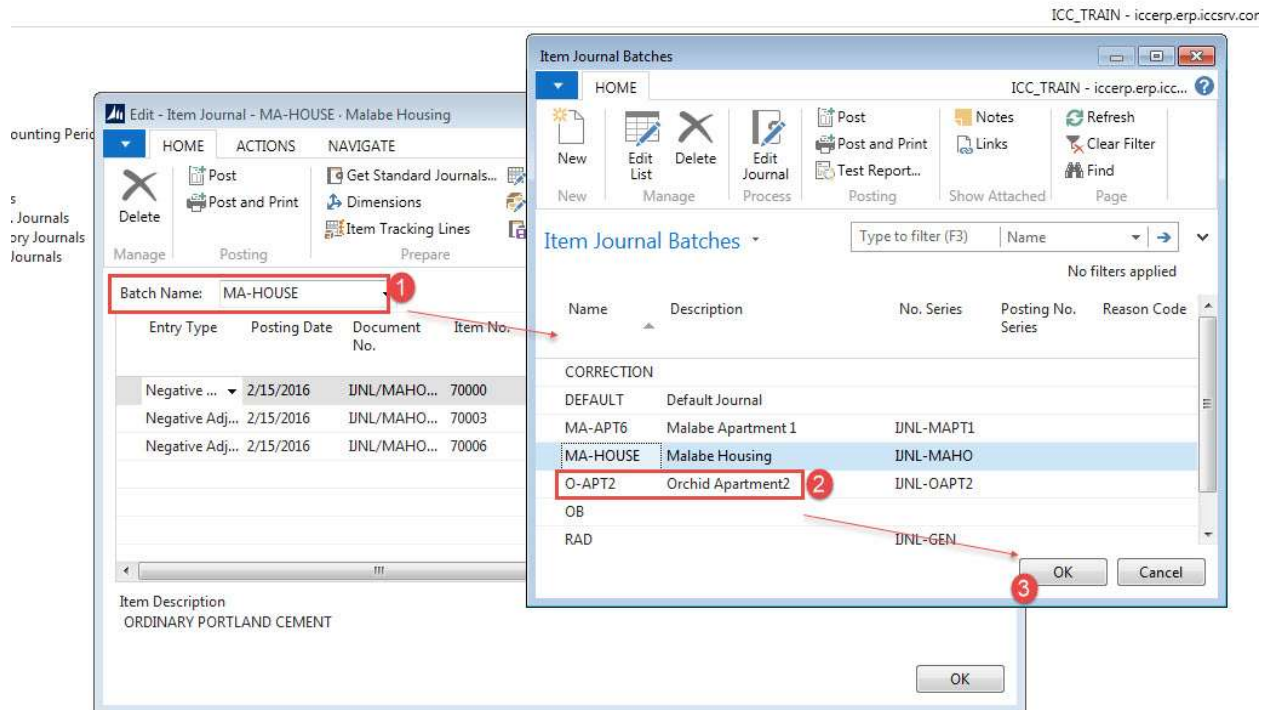
The "Inventory" option under the Warehouse section is highlighted with a red box and a red circle containing the number "2".



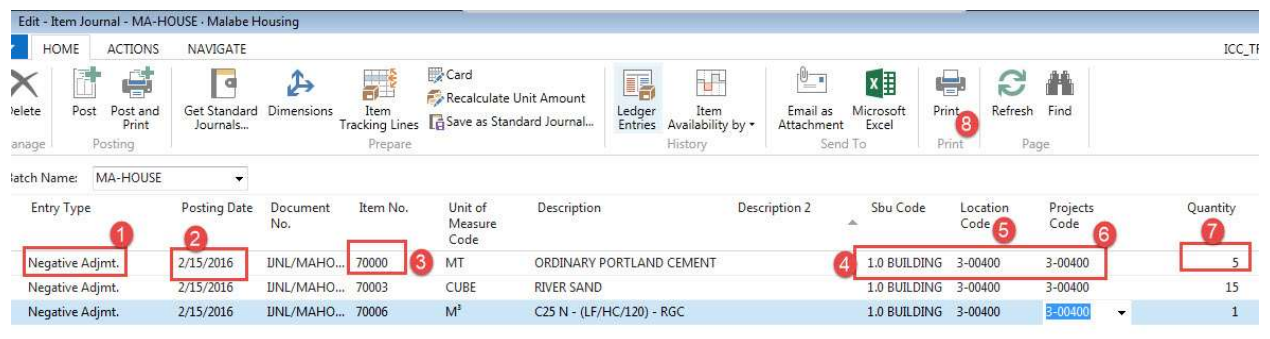
Step 02: Select the Item from the Item Journal template list



Step 04: Click on Batch name list after that form the item journal batches window will open for that screen select relevant batch name (equal to your site/location name) and click ok button.



Step 05: Select entry type: Positive or Negative, posting date, item no, SBU, location, project codes and quantity.



Step 06: Printing issue note by clicking on the print icon or you can click post and print for printing and posting.

Inventory Movement

INTERNATIONAL CONSTRUCTION CONSORTIUM (PVT) LTD

70, S. DE. S. JAYASINGHE MAWATHA, KOHUWALA,, NUGEGODA

GOODS ISSUE NOTE

ISSUE NOTE NUMBER :

ISSUE NOTE DATE : 03-18-2016

ISSUED TO :

REQUESTED BY :

Item No	Description	Resource Code	UOM	Qty	Amount	Remarks
70000	ORDINARY PORTLAND CEMENT		MT	5	67,544.85	
70003	RIVER SAND		CUBE	15	129,970.48	
70006	C25 N - (LF/HC/120) - RGC		M ³	1	8,131.94	

Generated By :

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ISSUED BY

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RECEIVED BY

Step 07: Posting the issue note. After entering all the relevant details, you can click on the post button -> by clicking Yes icon it will be proceed.

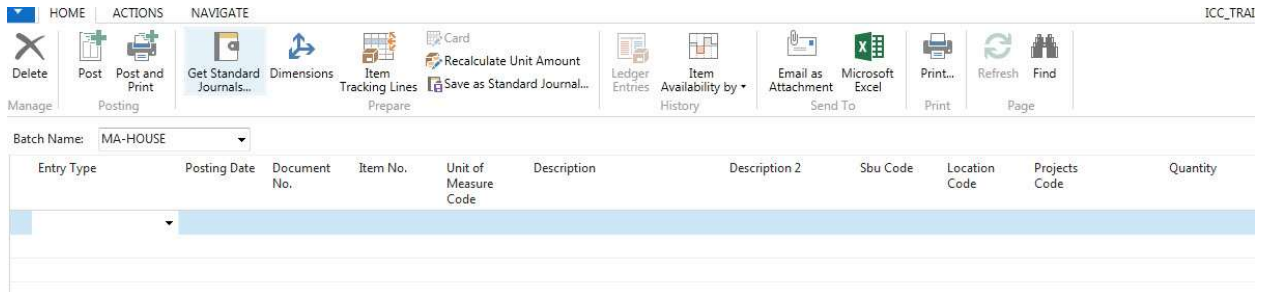
The screenshot shows the Microsoft Dynamics NAV interface for editing an item journal. The window title is "Edit - Item Journal - MA-HOUSE · Malabe Housing". The ribbon includes tabs for HOME, ACTIONS, and NAVIGATE. The ACTIONS tab is active, showing buttons for Delete, Post (highlighted with a red circle '1'), Post and Print, Get Standard Journals..., Dimensions, Item Tracking Lines, Card, Recalculate Unit Amount, Save as Standard Journal..., and Ledger Entries. Below the ribbon, the Batch Name is set to "MA-HOUSE". A table displays journal entries with columns for Entry Type, Posting Date, Document, Item No., Unit of, and Description. The entries are Negative Adjmt. with a posting date of 2/1. A confirmation dialog box titled "Microsoft Dynamics NAV" is overlaid on the table, asking "Do you want to post the journal lines?" with "Yes" and "No" buttons. The "Yes" button is highlighted with a red circle '2'.

Entry Type	Posting Date	Document	Item No.	Unit of	Description
Negative Adjmt.	2/1				ORDINARY PORTLA
Negative Adjmt.	2/1				RIVER SAND
Negative Adjmt.	2/1				C25 N - (LF/HC/120

After successfully posting you can see below message,

The screenshot shows a message box titled "Microsoft Dynamics NAV" with an information icon (i) and the text "The journal lines were successfully posted." Below the message is an "OK" button.

After posting all items you will see blank screen



Step 08: View previously posted issue notes, by accessing item ledger entries you can view, posted issue notes.

