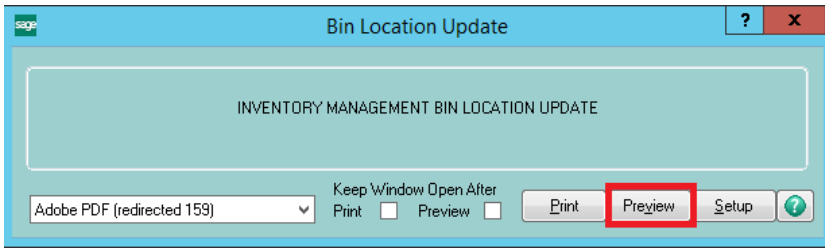


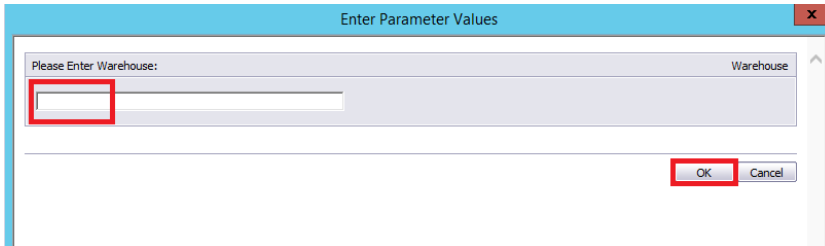


Finding and Bin Locating Which Items Are
Not Bin Located

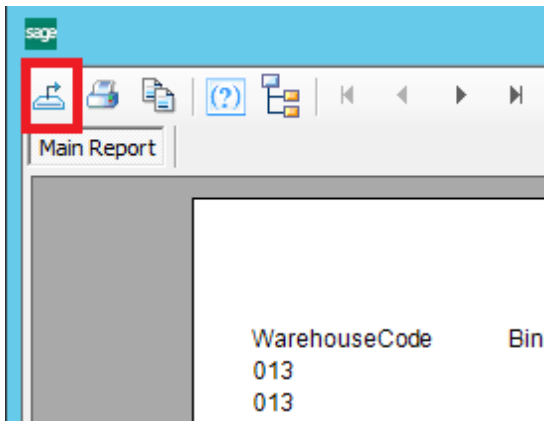




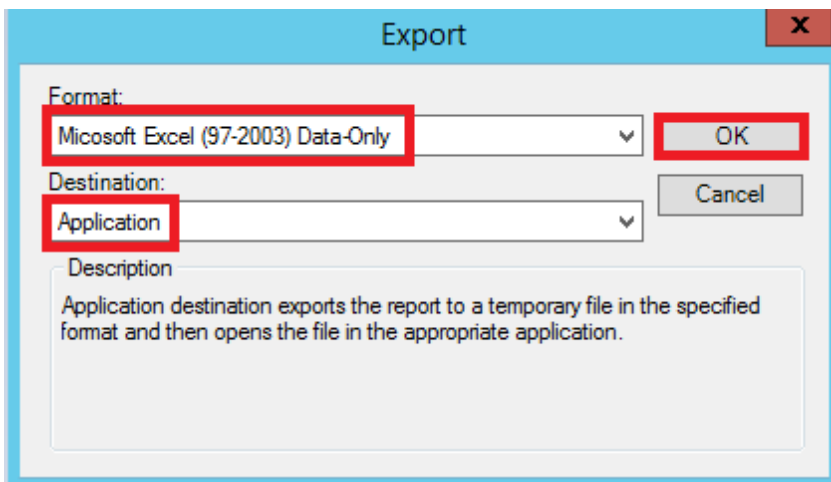
1 Click "Preuview".



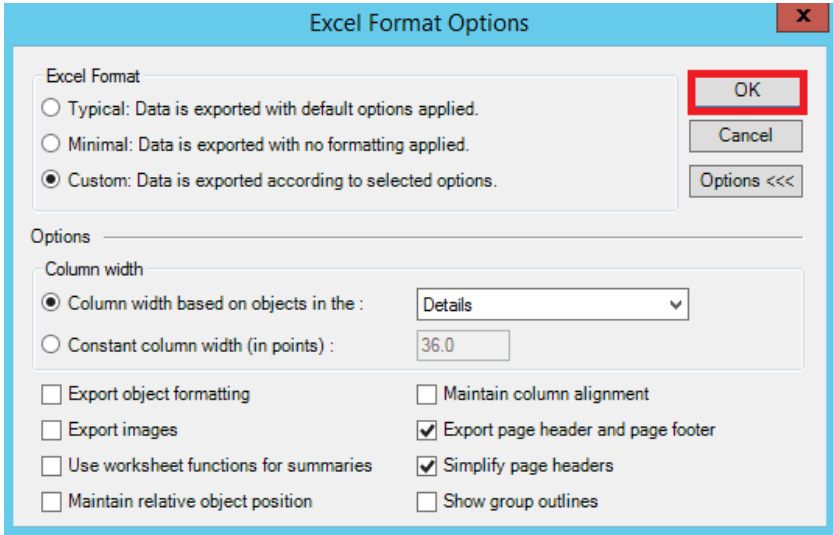
2 Type your Warehouse Code. Then, click "OK".



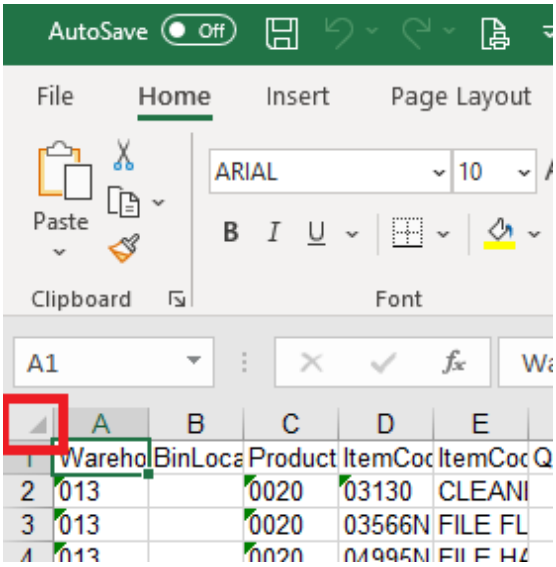
3 Click the "Export Button" at the top left.



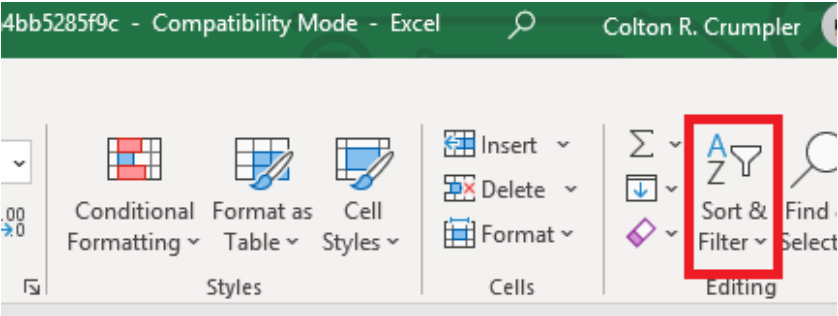
4 From the drop down boxes, select "Microsoft Excel (97-2003) Data-Only" under Format:, then, select "Application" under Destination:. Then, click "OK".



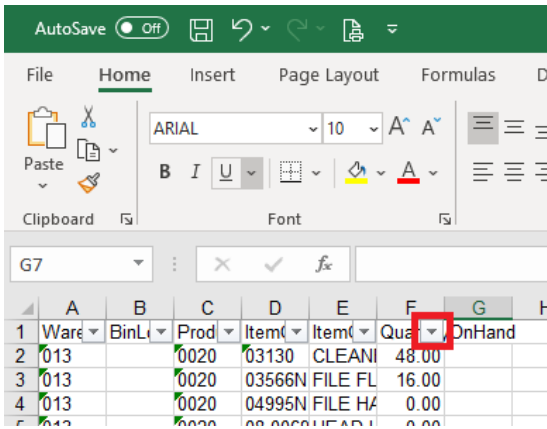
5 Click "OK".



6 Click this box at the top left of the cells.



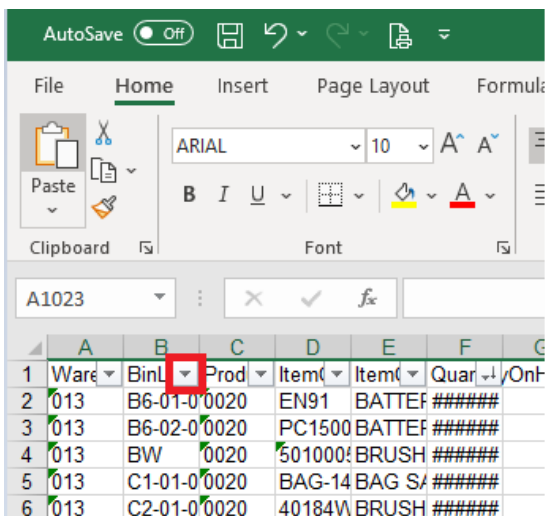
7 Click the drop down box for "Sort & Filter" and select "Filter".



8 Click the drop down box next to "Quantity on Hand" and select "Sort Largest to Smallest".

1018	013	A3-01-0	0020	060205	SQWIN	1.00
1019	013	B3-01-0	0020	CTK21S	SOCKE	1.00
1020	013	BW	0020	WB-101	WEED	1.00
1021	013	C1-03-0	0020	VIS-05	VISQUE	1.00
1022	013	YARD	YARD	TRAI	TRAI	1.00
1023	013		0020	04995N	FILE HA	0.00
1024	013		0020	08-0069	HEAD L	0.00
1025	013		0020	20811	HEXKE	0.00
1026	013		0020	20911	HEX KE	0.00
1027	013		0020	332423	PROPA	0.00
1028	013		0020	630-398	GUN CA	0.00
1029	013		0020	876001	(CABLE	0.00
1030	013		0020	CAHAA	CADWE	0.00
1031	013		0020	CAHAA	CADWE	0.00
1032	013		0020	DCB60	BATTEF	0.00
1033	013		0020	DCF894	IMPACT	0.00
1034	013		0020	DCF89	WREN	0.00
1035	013		0020	DFTC-C	GAUGE	0.00
1036	013		0020	HD500-	TESTE	0.00
1037	013		0020	PT1212	CONTA	0.00
1038	013		0020	PW-36	PLUG F	0.00
1039	013		0020	SFRN3	(NIPPLE	0.00
1040	013		0020	SV22-1	VEST S	0.00
1041	013		0020	SV22-1	VEST S	0.00
1042	013		0020	SV22-1	VEST S	0.00
1043	013		0020	SV22-1	VEST S	0.00
1044	013		0020	TS8000	TORCH	0.00

9 Scroll all of the way down until you start seeing zero's in the quantity column. Then, delete all of the rows that start with a quantity of 0.



10 Scroll back up and click the drop down box next to "Bin Location". Then, select "Sort Z to A".

	A	B	C	D	E	F	G
1	Ware	BinL	Prod	Item	Item	Quar	OnHand
2	013	YARD	YARD	TRAIL	TRAIL	1.00	
3	013	T3-N2	0020	9425-12	CABLE	6.00	
4	013	PTI	0020	TPOST	T-POST	#####	
5	013	PTI	0020	EN22	BATTE	#####	
6	013	PTI	0020	PP-803	STAKE	#####	
7	013	PTI	0020	662528	WHEEL	860.00	
8	013	PTI	0020	TNN721	ROCKS	840.00	
9	013	PTI	0020	CAB13	SLEEV	825.00	
10	013	PTI	0020	2-500	CABLE	500.00	
11	013	PTI	0020	41855	HAMME	420.00	
12	013	PTI	0020	28006	CRAYO	400.00	
13	013	PTI	0020	55014P	TAPE T	400.00	
14	013	PTI	0020	83509	WHEEL	400.00	
15	013	PTI	0020	24C-L	GLOVE	288.00	
16	013	PTI	0020	24C-M	GLOVE	288.00	
17	013	PTI	0020	850-M	GLOVE	288.00	
18	013	PTI	0020	49137	SHOVE	272.00	
19	013	PTI	0020	41853	HAMME	222.00	
20	013	PTI	0020	264694	PAINT I	216.00	

11 In the "Bin Location" column, if you notice any blank cells, then these will need to have a bin location entered for where the product is found in the warehouse. Also, scroll through the rest of the items to see if there are any other bin locations that need to be updated. You can enter these new bin locations individually within Sage, or if you have a large amount of new bin locations to enter (10ea or more), then, you can enter the new bin location into the spreadsheet, highlight the cell in yellow, then email the spreadsheet to schain@crosscountryis.com in order to have it imported.

