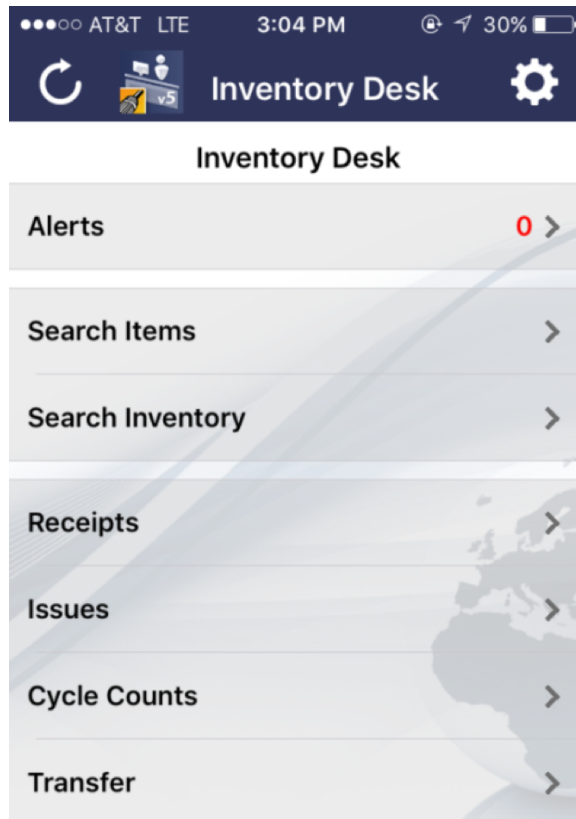




BROOM STREET SOFTWARE

"Sweeping Away The Competition..."

User Guide for the Inventory Desk™ App



CONFIDENTIAL

9/9/2016

www.BroomStreet.com

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Inventory Desk Summary

Allow the QAD user community to utilize any mobile device or PC to perform real time inventory transactions in conjunction with powerful inventory reporting capabilities. Apple IOS and Android mobile devices are supported via our Inventory Desk APP, which can be downloaded from the IOS or Google Play stores by searching for the keywords "Broom Street". In addition, the hosted Broom Street Software web portal can be accessed on a PC/Laptop via any browser at <https://appsmobiledesk2.com>.

Features

- Real time inventory transactions
- Real time inventory reporting
- Transactions supported are Receipts/Issues/Cycle Counts/Transfers
- Custom defined alerts
- Bar code compatibility (Camera on device or paired blue tooth scanner – 2D supported)
- Personalized item list (See only inventory data defined for user on mobile desk setup)
- Applies QAD menu security by user-id

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< Home Transfer

2D Barcode

Load Barcode Data

Item

Qty
0

From Site
1020

From Loc

Invokes camera for bar code reading

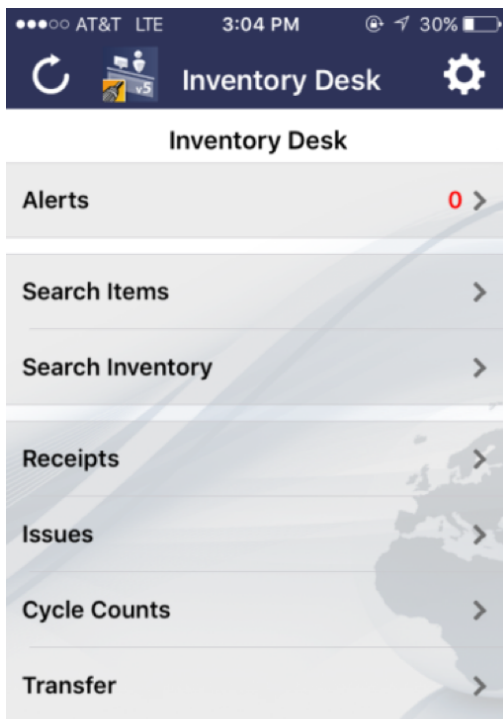
Brings up browse for related data



Login Screen

Website: URL provided by your IT Department
Username: QAD system username or Mobile Desk username
Password: QAD system password or Mobile Desk system password
Domain: QAD domain

From main screen, press the cog wheel on top right corner, and the setup screen will appear. After entering the Website, Username, and Password fields, press the “Save and Test” button. If all of the information you provided is correct, you will receive the message: “All settings appear to be valid!”. Press the “OK” button, and then Press the “Done” button on top right corner of the screen. The screen should “flip” and be ready to perform Inventory reporting and transactions.



Website:
http://71.175.81.27:8090/wsa/wsa1

Username:
inventorydesk

Password:
.....

Save and Test

Set to Demo

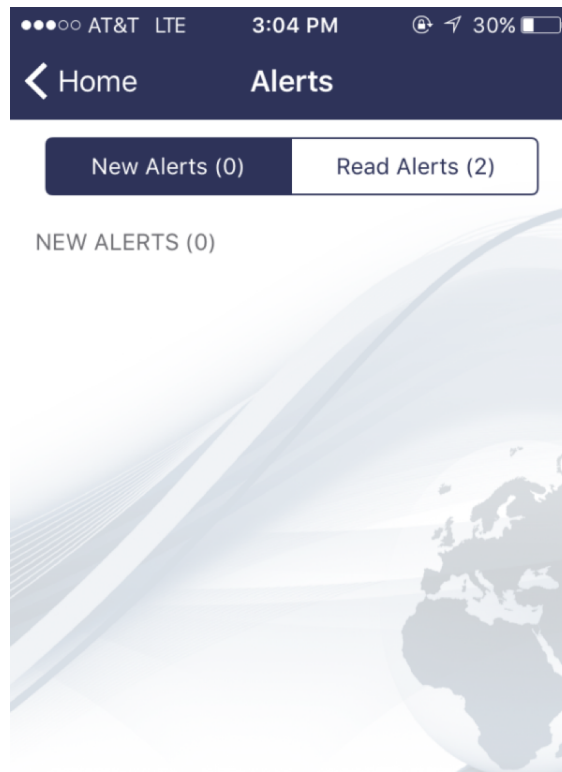
Domain:
CPC

Version: 5.0



Alerts

- Daily transactions performed by mobile user that update the QAD system
- Errors if transaction performed by user did not update the QAD system
- Inventory that has negative quantity post transaction performed
 - *NOTE: Custom alerts can be defined as required*





Search Items

Search Inventory by Item or Description

- Provides the following detailed inventory information:
 - Inventory Summary
 - Location Detail
 - Transaction History
 - MRP Detail
 - Allocation Detail

NOTE: The reporting screen is a “slider”. The first screen to appear will be the Inventory Summary. By swiping left or right, you can see the other detailed information.

Item

Desc

Search

Status	
Desc1	Medical Device 1
Desc2	
Qty OH	4255
Qty Nonet	0
Qty Avail	4255
Qty All	10
Qty Ord	0

Slider Function



Search Inventory

Search Inventory – Search by Days to Expire, Location, Item, and Lot/Serial for summary regarding item

- Provides summary information of Inventory
 - Item Number
 - Lot
 - Reference
 - Quantity
 - Site
 - Location
 - Status
 - Expire Date

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< Home Search

Days to Expire

Loc

Item

Lot/Serial

Search

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< Search Reporting

Item: M-145678	Site: 1020
Lot: 42182634	Loc:
Ref: 87315912	Status:
Qty OH: 2	Expire Date:
Item: M-145792	Site: 1020
Lot: lot-9	Loc:
Ref:	Status: AVAIL
Qty OH: 23	Expire Date: 2017-05-07
Item: M-145678	Site: 1020
Lot: 000lot-serial3	Loc: 00000006
Ref:	Status: AVAIL
Qty OH: 25	Expire Date: 2017-05-07
Item: M-145678	Site: 1020
Lot: 000xx-1	Loc: 00000006
Ref:	Status: AVAIL
Qty OH: 20	Expire Date: 2017-05-07
Item: M-145678	Site: 1020
Lot: 000xx0989	Loc: 00000006

Receipts

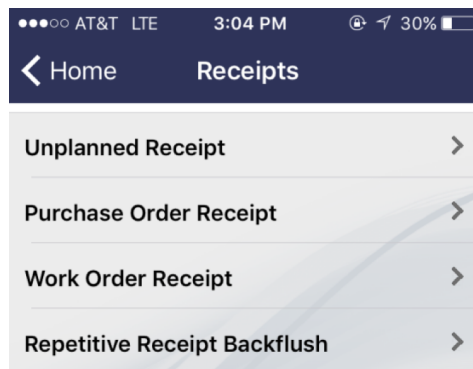
Perform the following standard QAD inventory receipts transactions:

Unplanned Receipt Use Receipts - Unplanned to register a receipt not related to any open sales, purchase, manufacturing, or quality order. A receipt increases inventory quantity for an item at the designated sites and locations.

Purchase Order Receipt - Use Purchase Order Receipts to record that a supplier has fulfilled all or part of a commitment by delivering items or services ordered on a purchase order. Items can be sent to inventory or sent directly into work in process (WIP). The system calculates variances and generates receiving history to match against the supplier invoice in Accounts Payable.

Work Order Receipt - Use Work Order Receipt to register the receipt of end-items completed on work orders. A receipt increases end-item inventory quantities at designated sites and locations and decreases WIP. It also updates work orders to reflect the quantity completed and scrapped and decreases the quantity open for MRP.

Repetitive Receipt Backflush - Use Work Order Receipt Backflush to receive completed items/products and issue the items used to make them at the same time. A receipt with backflush increases end-item inventory quantities at designated sites and locations and decreases component inventory. It also updates the work order to reflect quantities completed and scrapped, decreases quantities open for MRP, and adjusts WIP.



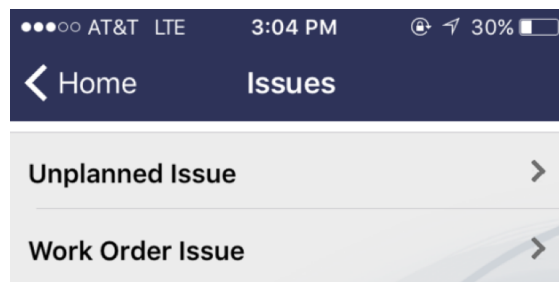


Issues

Perform the following standard QAD inventory issue transactions:

Unplanned Issue - Unplanned to register an issue not involving any open sales, purchase, manufacturing, or quality order. An issue reduces inventory quantity for an item at the designated sites and locations. Use unplanned issues to record miscellaneous inventory issues, such as floor stock items sent out to production or materials sent to engineers for building prototypes or testing. You can also register the issue of materials to a manufacturing order that has been closed for accounting purposes.

Work Order Issue - Use Work Order Issue to issue inventory directly to itemize a released work order. Issues are only processed against allocated or released work orders. Most work orders list their required components. When materials are issued from inventory to manufacturing, Work Order Issue records the transfer, decreasing inventory costs and quantities and increasing WIP.





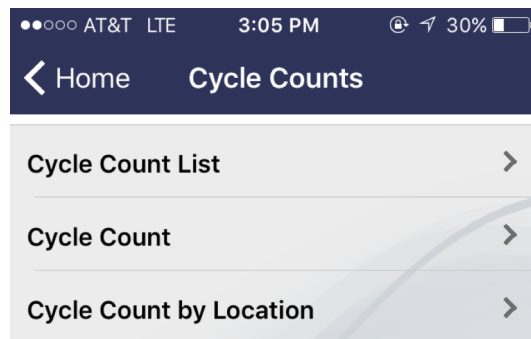
Cycle Counts

Perform the following standard QAD inventory cycle count transactions:

Cycle Count List / Worksheet - Uses the QAD worksheet to record the results of physical inventory cycle counts. This worksheet is typically sent to the stockroom on a daily or weekly basis. Cycle counts are recorded and used for input to Cycle Count Results.

Cycle Count – Use Cycle Count to record the number of items physically counted and optionally adjust the quantity on hand to equal the number counted at multiple locations.

Cycle Count by Location – Use Cycle Count by Location to record the number of items physically counted at a particular location and optionally adjust the quantity on hand to equal the number counted.





Transfer

Perform the following standard QAD inventory transfer transactions:

Inventory Transfer - Record the movement of a specified quantity of a single item from one site or location to another. A transfer reduces the quantity of the transferred item at one location and increases the quantity at another location. When a location's inventory status code allows over issues, transferring items from that location can cause its inventory balance to become negative.

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< Home Transfer

2D Barcode

Load Barcode Data

Item

Qty
0

From Site
1020

From Loc