

View Current Inventory

Search in Object finder Stock Status, choose Inventory Stock Status Report

Run stock status with the following settings:

The screenshot shows the 'Stock Status/Valuation Report' window. The 'Send Output To:' dropdown is set to 'DF - PDF Output'. The 'Exit' and 'Run' buttons are visible. The 'PDF settings' button is also present. The 'Sort By' section has 'Item' selected. The 'Report Format' section has 'Both' selected. The 'Value Report On' section has 'Actual Cost' selected. The 'Report Type' section has 'Detail' selected. The 'Print Total Page Only' checkbox is unchecked. The 'Department' field is empty. The 'Only Item with Status' section has five empty search fields. The 'Include Quantity To-ship in On-hand Calculation' checkbox is checked. The 'Part Code' field is empty. The 'Class to Print' field is empty. The 'Cycle to Print' field is empty. The 'Branch Buyer' field is empty. The 'Fresh/Frozen/Other' field is empty. The 'Include Zero or Negative Only' checkbox is unchecked. The 'Use Average Weight' checkbox is checked. The 'Location Detail' checkbox is unchecked. The 'Major/Minor Recap' checkbox is checked. The 'Store Values in File' checkbox is unchecked. The 'Select Item Attributes' and 'Sort By Item Attributes' buttons are at the bottom.

Stock Status/Valuation Report

Send Output To: DF - PDF Output

Exit Run PDF settings

Sort By

☒ Item ☐ Acronym ☐ Product Code

From: To:

☐ Primary Vendor

Report Format

☐ Weight ☐ Pieces ☒ Both ☐ Alt U/M

Value Report On

☐ Physical Cost ☐ LIFO ☒ Actual Cost ☐ Purchase Order ☐ FIFO ☐ Bulk Cost ☐ Standard Cost ☐ No Cost ☐ Lot Cost ☐ Market Cost ☐ Item Cost

Report Type

☒ Detail ☐ Summary

Print Total Page Only ☐

Department:

Only Item with Status

Include Quantity To-ship in On-hand Calculation ☒

Part Code: Class to Print:

Cycle to Print:

Branch Buyer: Include Zero or Negative Only ☐

Fresh/Frozen/Other: Use Average Weight ☒

Location Detail ☐

Major/Minor Recap ☒

Store Values in File ☐

Select Item Attributes

Sort By Item Attributes

You can find Major/Category Totals on the last page of the report.