MOD2 – INVENTORY SEARCH TIPS

- 1. Use " " quotation marks for exact match search.
 - i.e. "RSJ-100"

family	List all Families	
style#	"RSJ-100"	
color	?	-
description	?	-
Vendor style#	?	-
Lab dip #	?	-
reference	?	-
pattern#	?	•
UPC/EAN#	?	-
Vendor		-
Season	click here to select season	
Other fields	click here for more criteria	
Category	click here for categories	

2. Use comma (,) or semi-colon (;) to search for multiple SKU *i.e.* RSJ-100,PFP-100,KNIT-100 or RSJ-100;PFP-100;KNIT-100

family	List all Families				
style#	RSJ-100;PFP-100;KNIT-100				
color	?				
description	?				
Vendor style#	?				
Lab dip #	7				
reference	?				
pattern#	?				
UPC/EAN#	?				
Vendor					
Season	click here to select season				
Other fields	click here for more criteria				
Category	click here for categories				
Cancel	Visual				

3. Style# and Color combo search. Type the style # on the STYLE# field and the color on the COLOR field then click on OK or press ENTER.

family	List all Families			
style#	RSJ-100			
color	BLACK			
description	?			
Vendor style#	?			
Lab dip #	?	-		
reference	?			
pattern#	7			
UPC/EAN#	?	-		
Vendor		-		
Season	click here to select season			
Other fields	click here for more criteria			
Category	click here for categories			

- 4. Click on the VISUAL button to use advance search filters. You can also use this to create a LINE/SWATCH SHEET.
 - i. Click on the VISUAL button

family	List all Families	
style#	7	-
color	?	-
description	?	-
Vendor style#	?	-
Lab dip #	?	-
reference	?	-
pattern#	?	-
UPC/EAN#	?	-
Vendor		-
Season	click here to select season	
Other fields	click here for more criteria	
Category	click here for categories	

ii. Set the filters needed. (i.e. Style#, Image Filter, Total OTS Qty)

Style#	: NONE
Style# Search	: Standard/Partial Match
Color	: NONE
Description	: NONE
eason	: NONE
Available On Date	: NONE
Reference	: NONE
Image Filter	: NONE
Merchandise Group	: NONE
Item Division	: NONE
Inventory Folders	: Default
Status	: Active, Discontinued
rice Level	: NONE
Stock Qty	: NONE
OTS Context	: NONE
Total Ots Qty	: NONE
Incoming Quantity	: NONE
/endor	: NONE
endor Style	: NONE
DI Color	: NONE
ab dip #	: NONE
Pattern#	: NONE
JPC #	: NONE
Tariff Code	: NONE
Group Code	: NONE
Subgroup Code	: NONE
Price Class	: NONE
Price Subclass	: NONE
Group Description	: NONE
SKU	: NONE
Added On	: NONE
ast Transaction	: NONE
Construction	: NONE
Content	: NONE
cleaning Code	: NONE
Repeat	: NONE
CATEGORIES	: NONE

iii. Click on the Display button to view on the regular Inventory Display Screen. Clicking on the ADD button will allow you to create a LINE SHEET.

	INVENT	ORY VISUAL S	EARCH				_
S Reset 7 Columns -		Results [50]		Display + Add >	Sel		
YTC-100 RED T-015: -580 Price	YTC-100 BLACK T-0TS: -204 Price :	YTC-100 GREEN T-0TS: -63 Price	YTC-100 WHITE T-OTS: 0 Price	YTC-200 RED T-OTS: 0 Price	YTC-200 BLACK T-015: 0 Price	YTC- WHITE T-0TB: 0 Price	
YTC-CASEPACK	YTC-CASEPACK	YTC-CASEPACK	YTC-HFH0	YTC-HFH0	YTC-HFH0	YTC-HFH0	

elected	[45]				
	YTC-100 RED				
	YTC-100 BLACK				
۵	YTC-100 GREEN				
۵	YTC-100 WHITE				
	YTC-200 RED				
ø	YTC-200 BLACK				
۵	YTC-200 WHITE				
Ø	YTC-CASEPACK CP1				
0	YTC-CASEPACK CP2				
ø	YTC-CASEPACK CP3				
۵	X YTC-MUSHGUARD BLUE				
	YTC-MUSHGUARD BLACK				
۵	X YTC-MUSHGUARD BROWN				
	YTC-MUSHGUARD GREE				
Dieplay					
Unspray	Line Shee				

iv. Click on the LINE SHEET button to produce the Line Sheet Form.