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AutoCount Consignment Module

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1.0 Introduction

The AutoCount Consignment module provides businesses with a comprehensive solution for managing sales and purchase consignment transactions. This module enables the creation of consignment sales and purchase orders, tracks consignment stock movements, generates reports, and simplifies consignment return processes. By leveraging this module, businesses can streamline their consignment operations, improve inventory management, and enhance overall efficiency.

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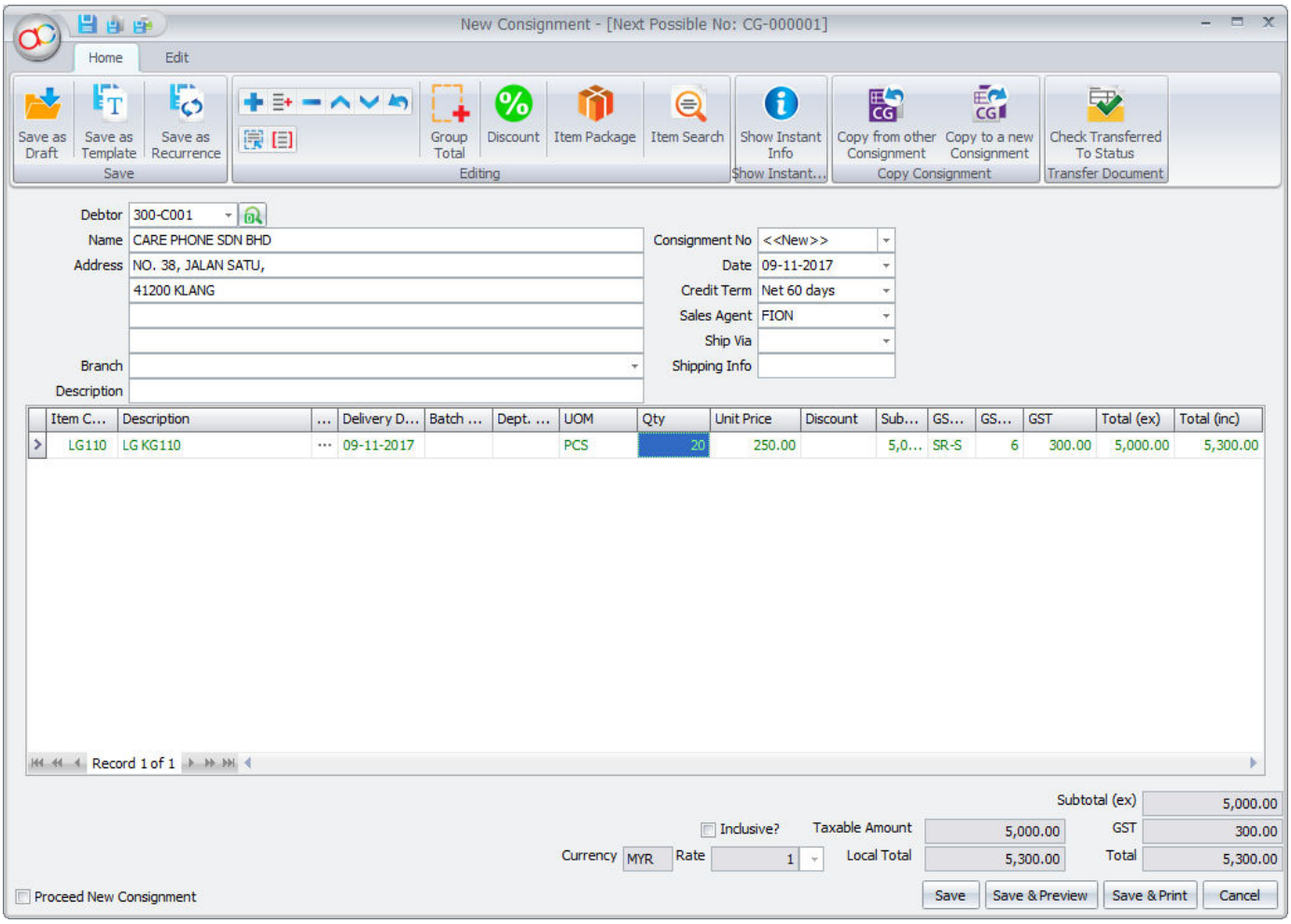
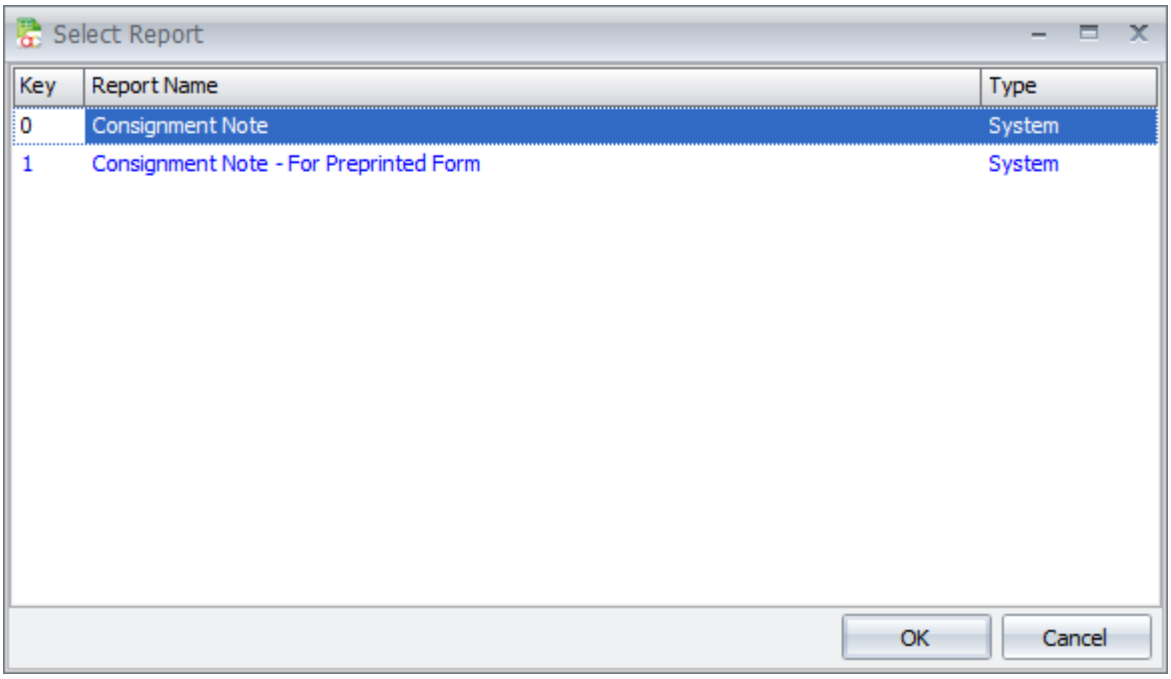
2.0 Features

2.1 Sales Consignment

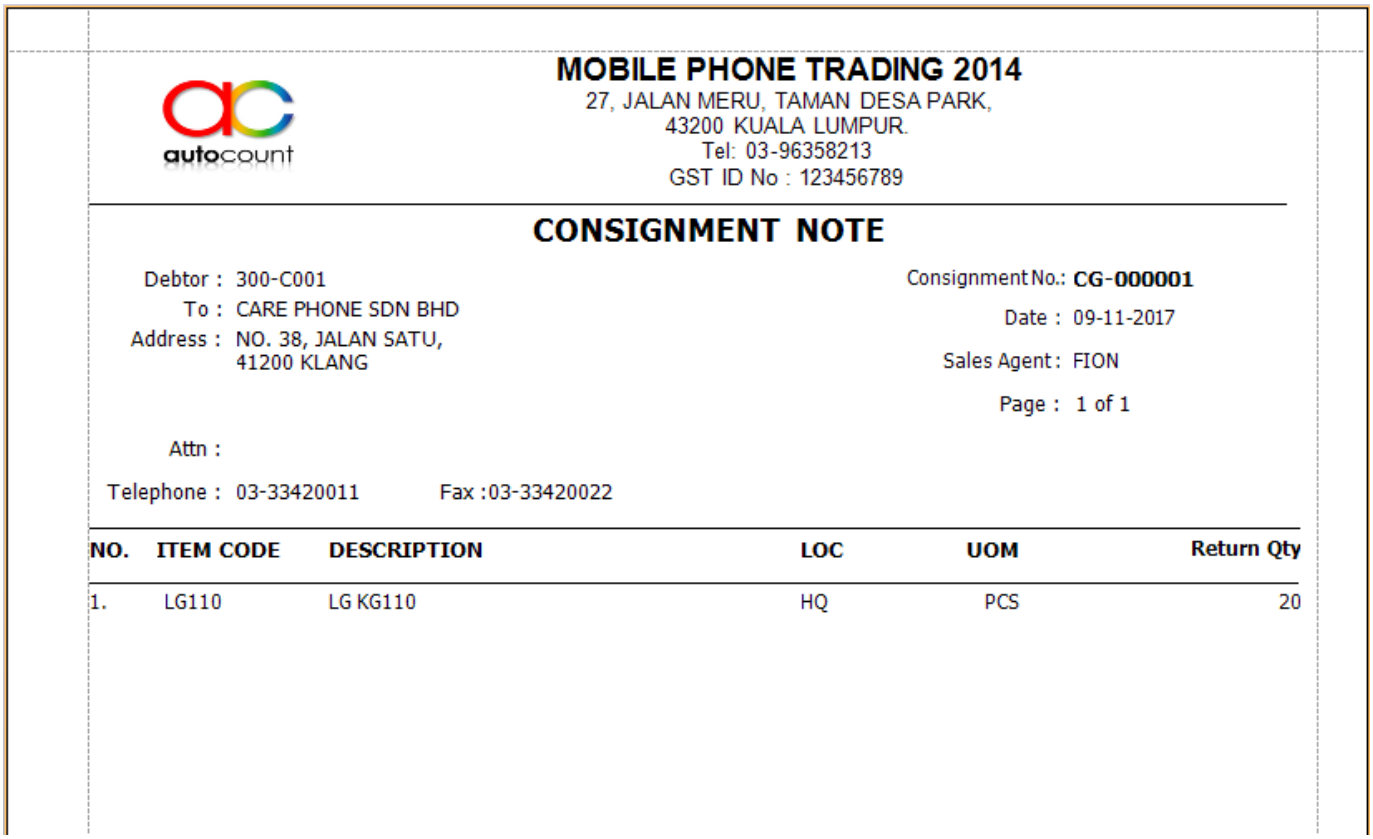
1. Go to *Sales > Consignment*,
2. Click on *Create A New Consignment*,
3. Select a Debtor,
4. Right click on '+' sign to add an item to be consigned, key in the Qty,



5. Click on *Save & Preview*,



6. Select the report and Click OK.



MOBILE PHONE TRADING 2014
27, JALAN MERU, TAMAN DESA PARK,
43200 KUALA LUMPUR.
Tel: 03-96358213
GST ID No : 123456789

CONSIGNMENT NOTE

Debtor : 300-C001
To : CARE PHONE SDN BHD
Address : NO. 38, JALAN SATU,
41200 KLANG

Attn :

Telephone : 03-33420011 Fax :03-33420022

Consignment No.: **CG-000001**
Date : 09-11-2017
Sales Agent : FION
Page : 1 of 1

NO.	ITEM CODE	DESCRIPTION	LOC	UOM	Return Qty
1.	LG110	LG KG110	HQ	PCS	20

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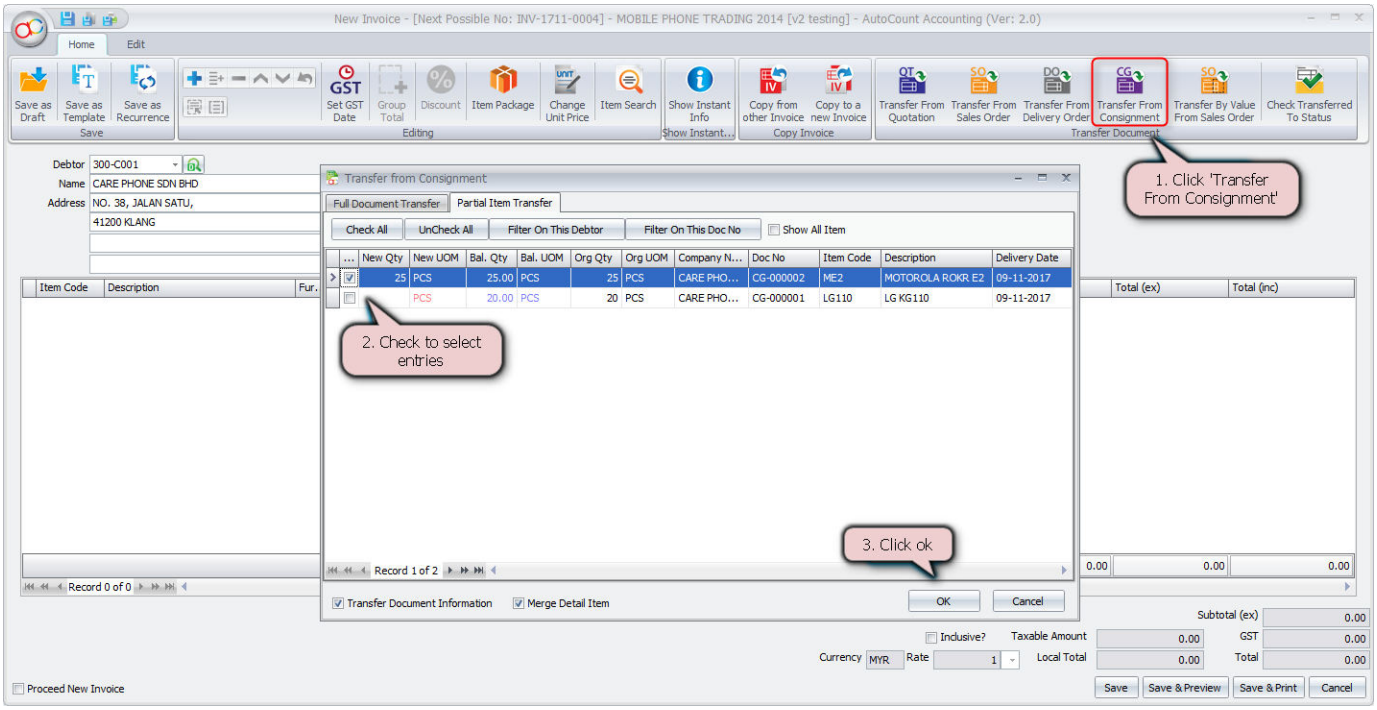
2.2 Sales Invoice on Items Sold

1. Go to *Sales > Invoice*,
2. Click on *Create A New Invoice*,
3. Select a consignment Debtor,
4. Select *Transfer Document > Transfer From Consignment*



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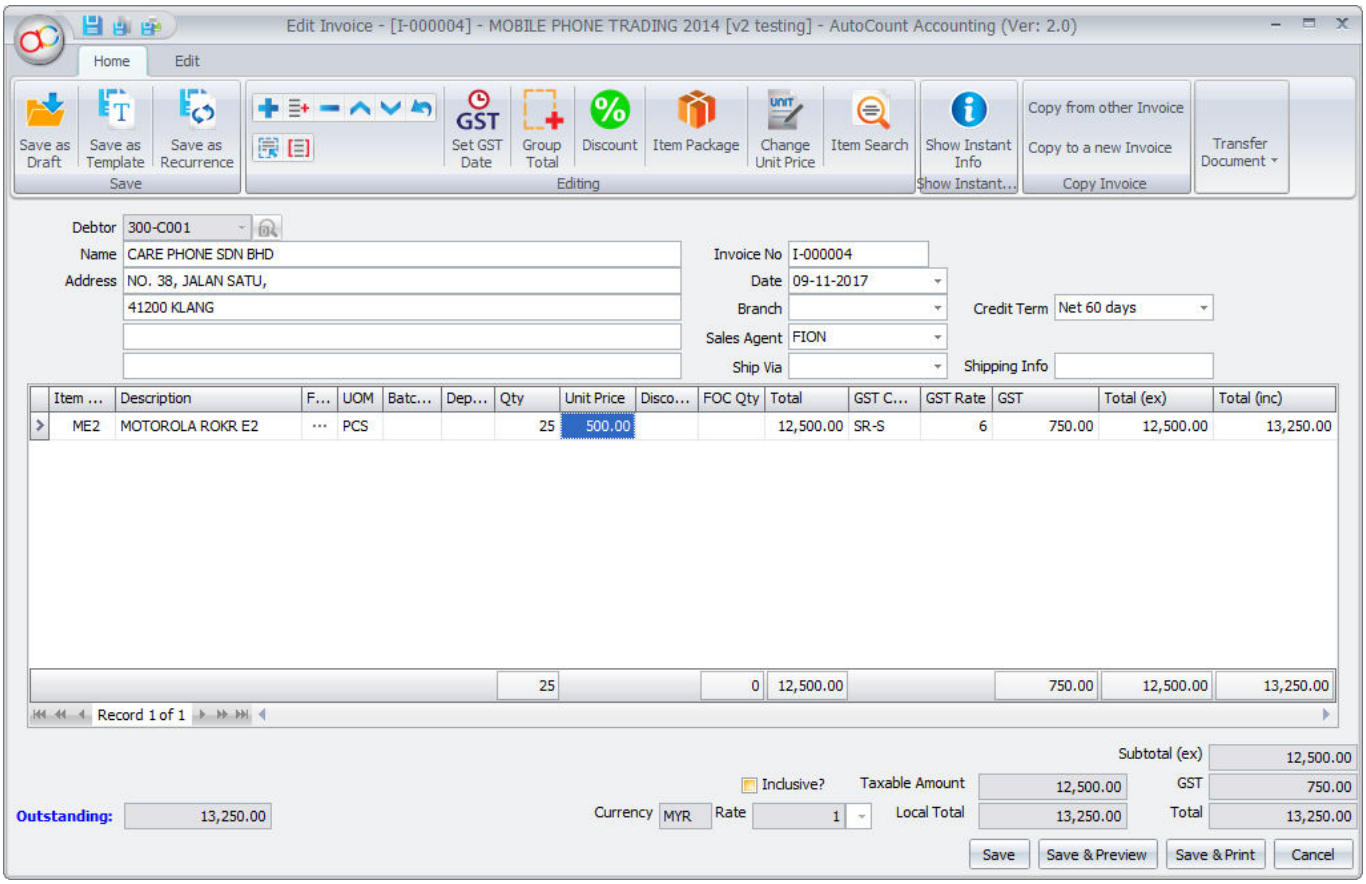


6. Click on *Save & Preview*,

MOBILE PHONE TRADING 2014
27, JALAN MERU, TAMAN DESA PARK,
43200 KUALA LUMPUR.
Tel: 03-96358213
GST ID No : 123456789

TAX INVOICE

No. : I-000004

CARE PHONE SDN BHD

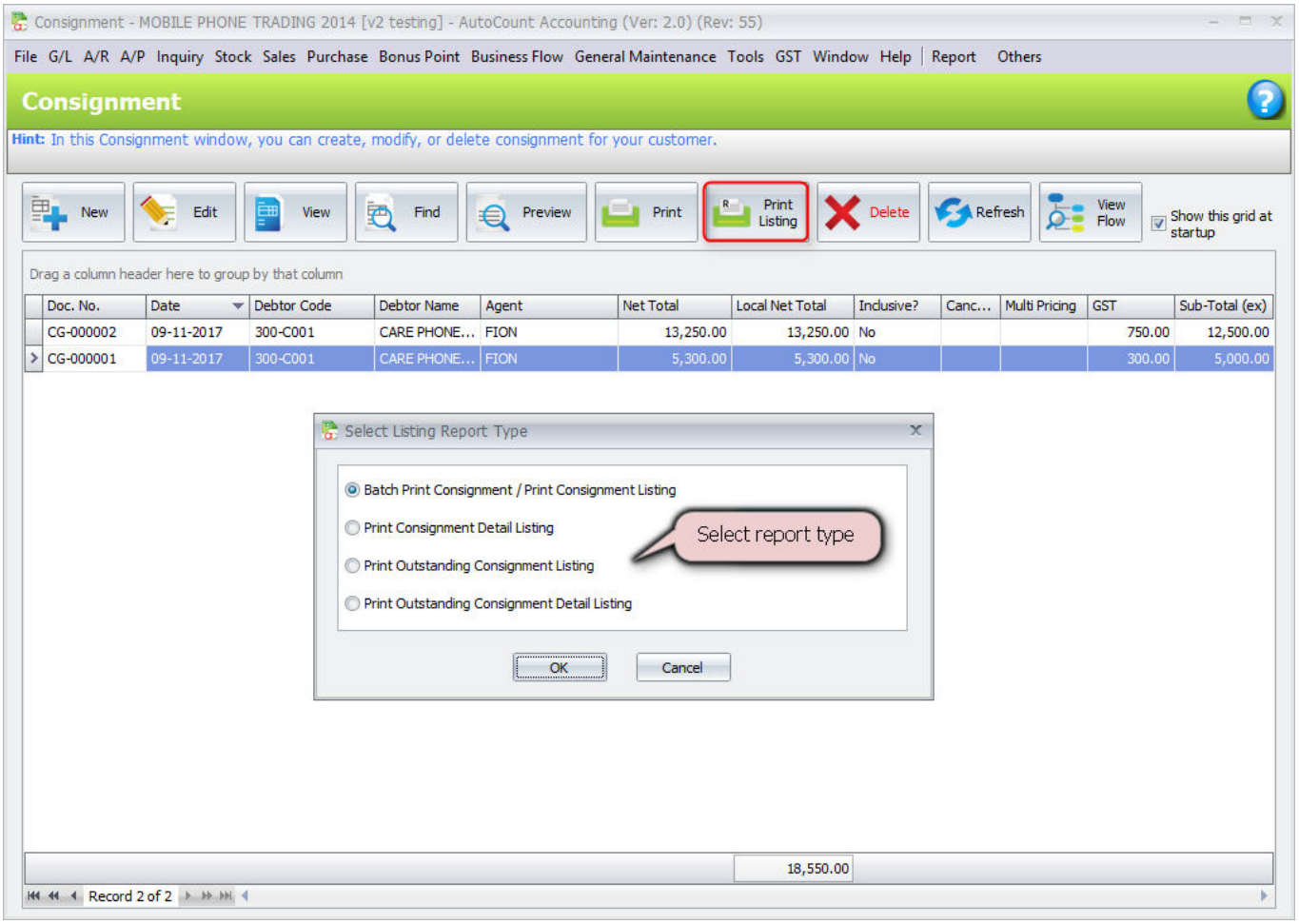
NO. 38, JALAN SATU,
41200 KLANG

TEL : 03-33420011 FAX : 03-33420022

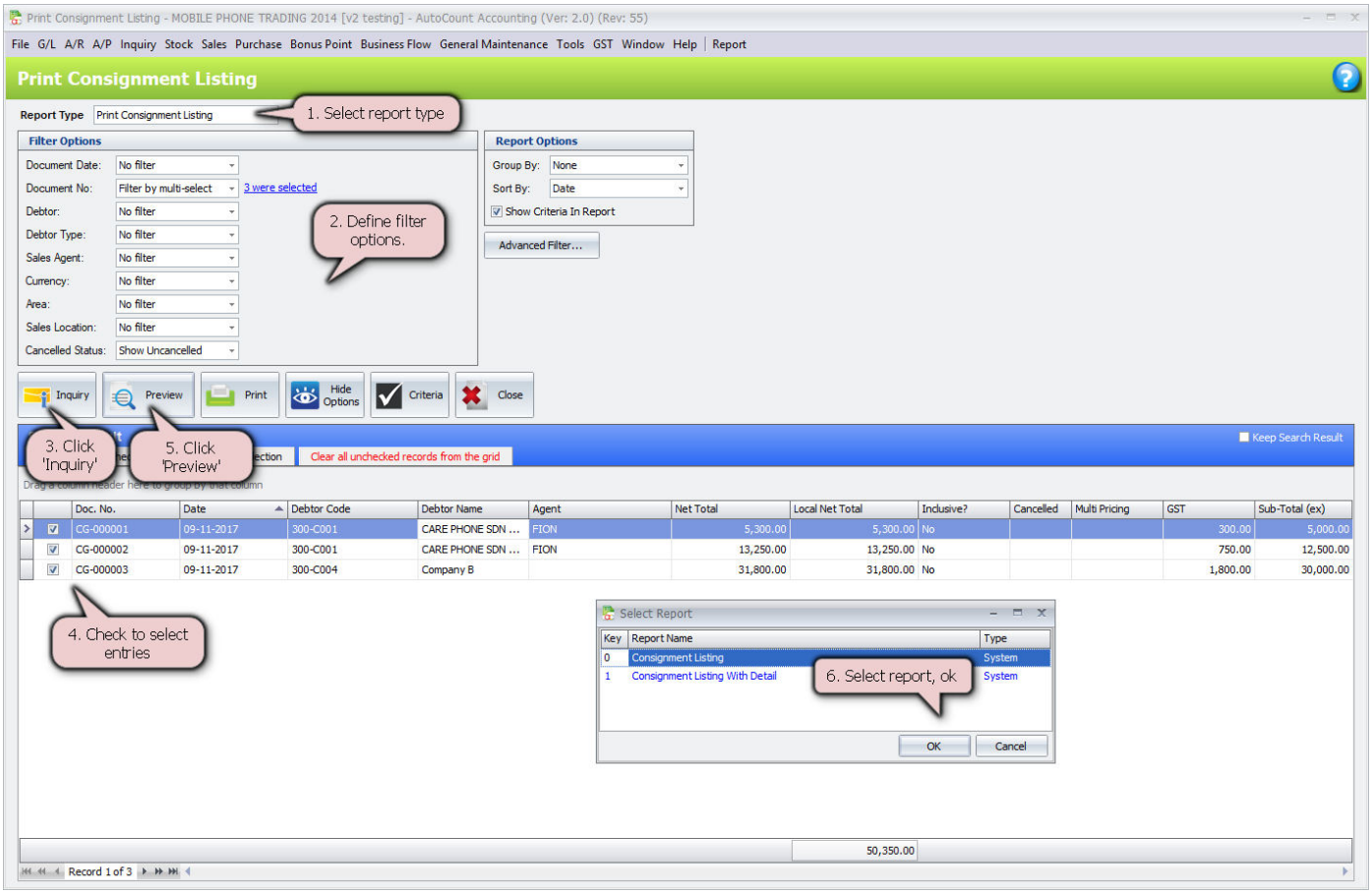
Your Ref. :
Our D/O No. :
Terms : Net 60 days
Date : 09-11-2017
Page : 1 of 1

Item	Tax Code	Description	Qty	UOM	U/ Price RM	Disc.	Total RM
1.	SR	MOTOROLA ROKR E2	25	PCS	500.00		12,500.00

2.3 Print Consignment Listing



Scan to visit our AutoCount Website



Scan to visit our AutoCount Website

Date : 09-11-2017 16:32:46
User ID : ADMIN

Consignment Listing With Detail

MOBILE PHONE TRADING 2014 Page 1 of 1

Doc No	Date	Code	Debtor Name			Total Qty
No.	Item Code	Description		UOM	Qty	
CG-000001	09-11-2017	300-C001	CARE PHONE SDN BHD			20
1	LG110	LG KG110		PCS	20	
CG-000002	09-11-2017	300-C001	CARE PHONE SDN BHD			25
1	ME2	MOTOROLA ROKR E2		PCS	25	
CG-000003	09-11-2017	300-C004	Company B			20
1	M1200	MOTOROLA A1200		PCS	20	

Doc Count: 3 Total : 65

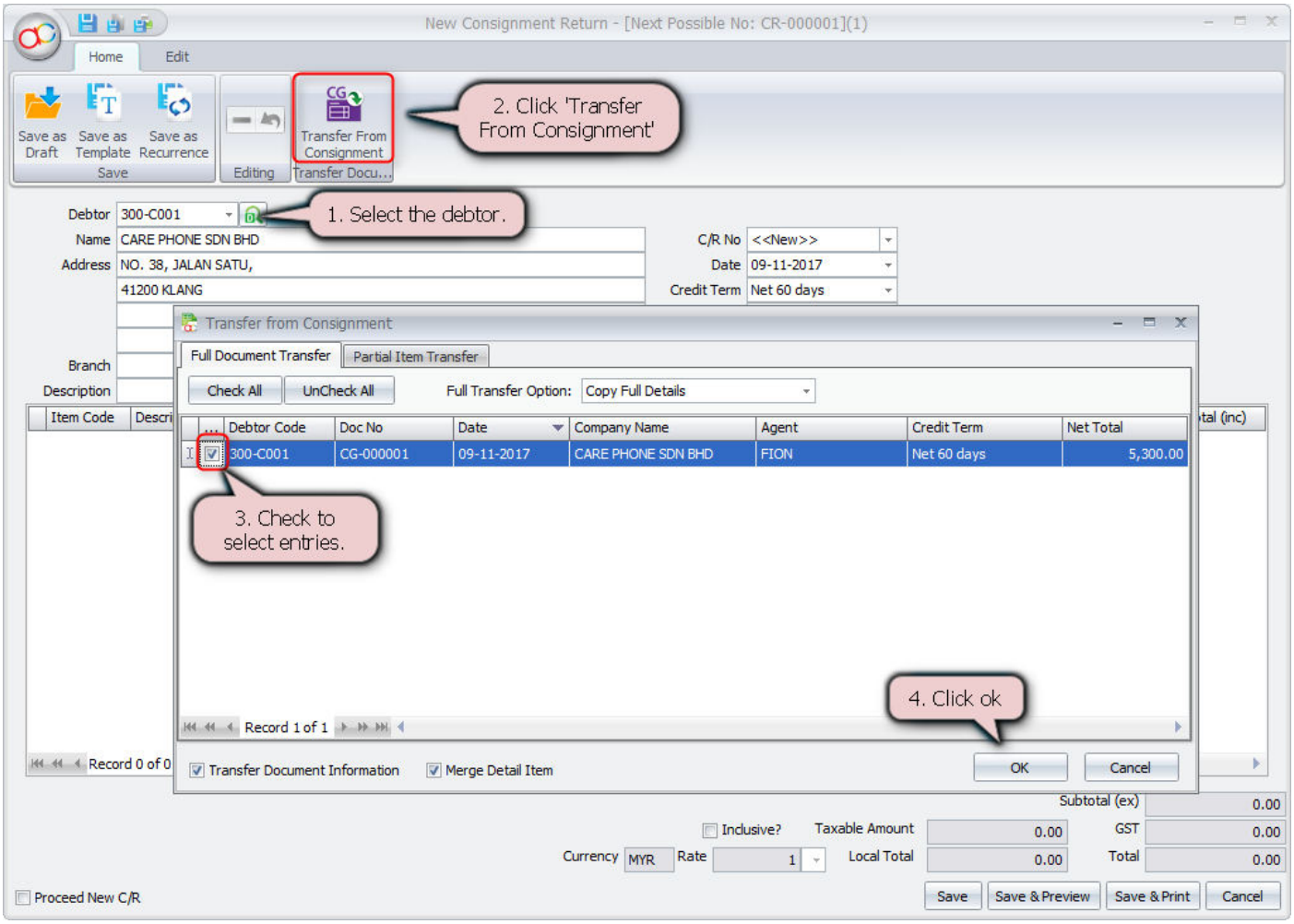
End of Report

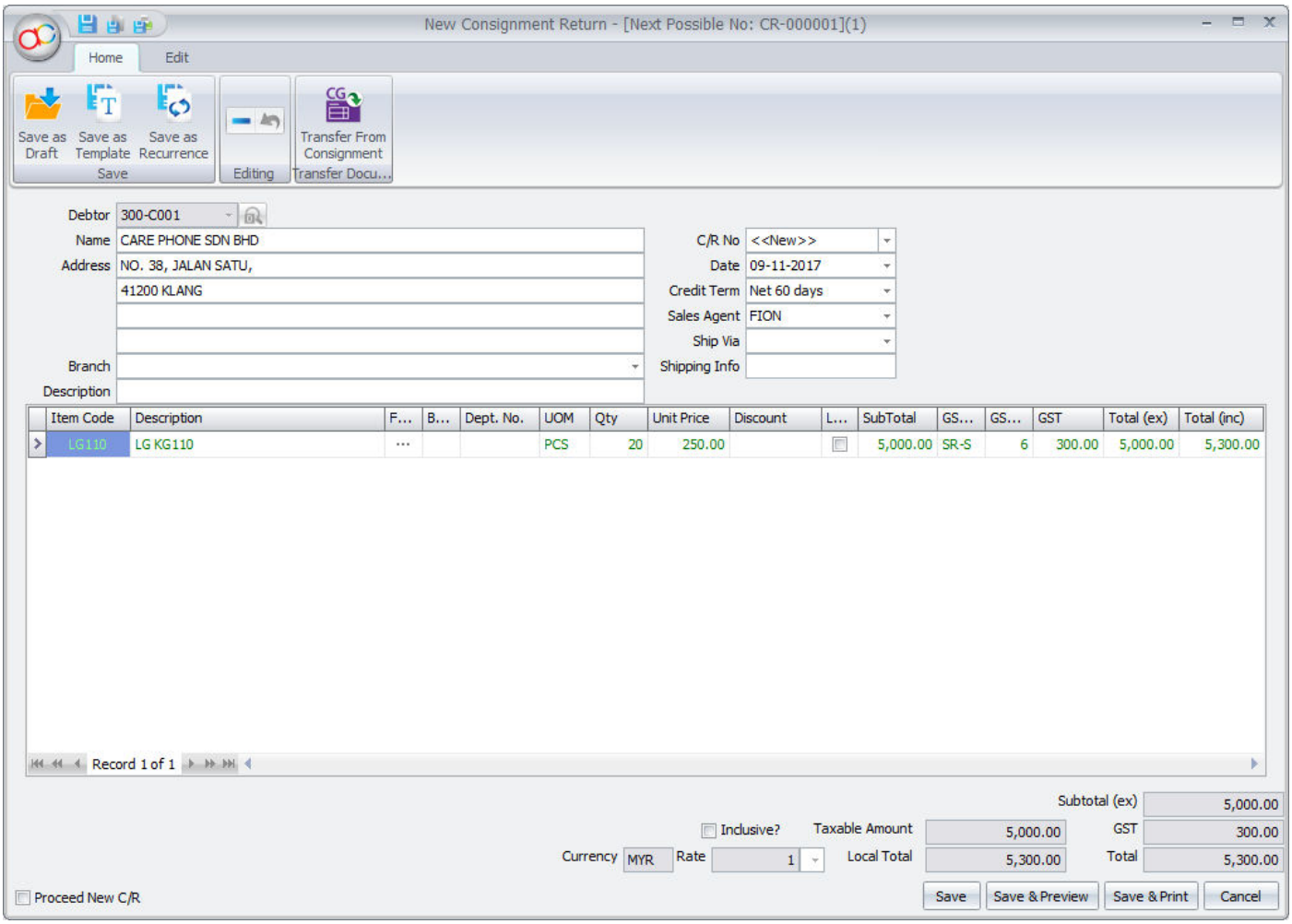
Report Criteria

```
Filter Options: Cancelled Status: Show Uncancelled
Report Options: Sort By: Date
                Group By: None
```

2.4 Consignment Return / Lost

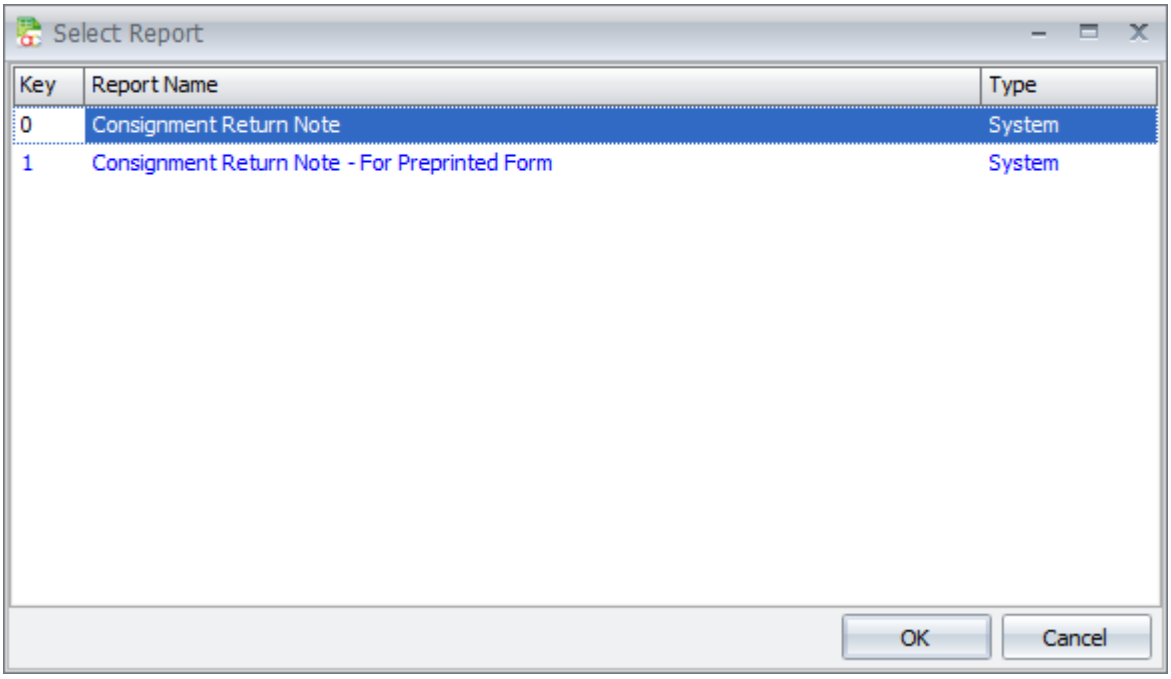
1. Go to *Sales > Consignment Return*,
2. Click on *Create A New Consignment*,
3. Select a Debtor,
4. Select *Transfer Document > Transfer From Consignment*

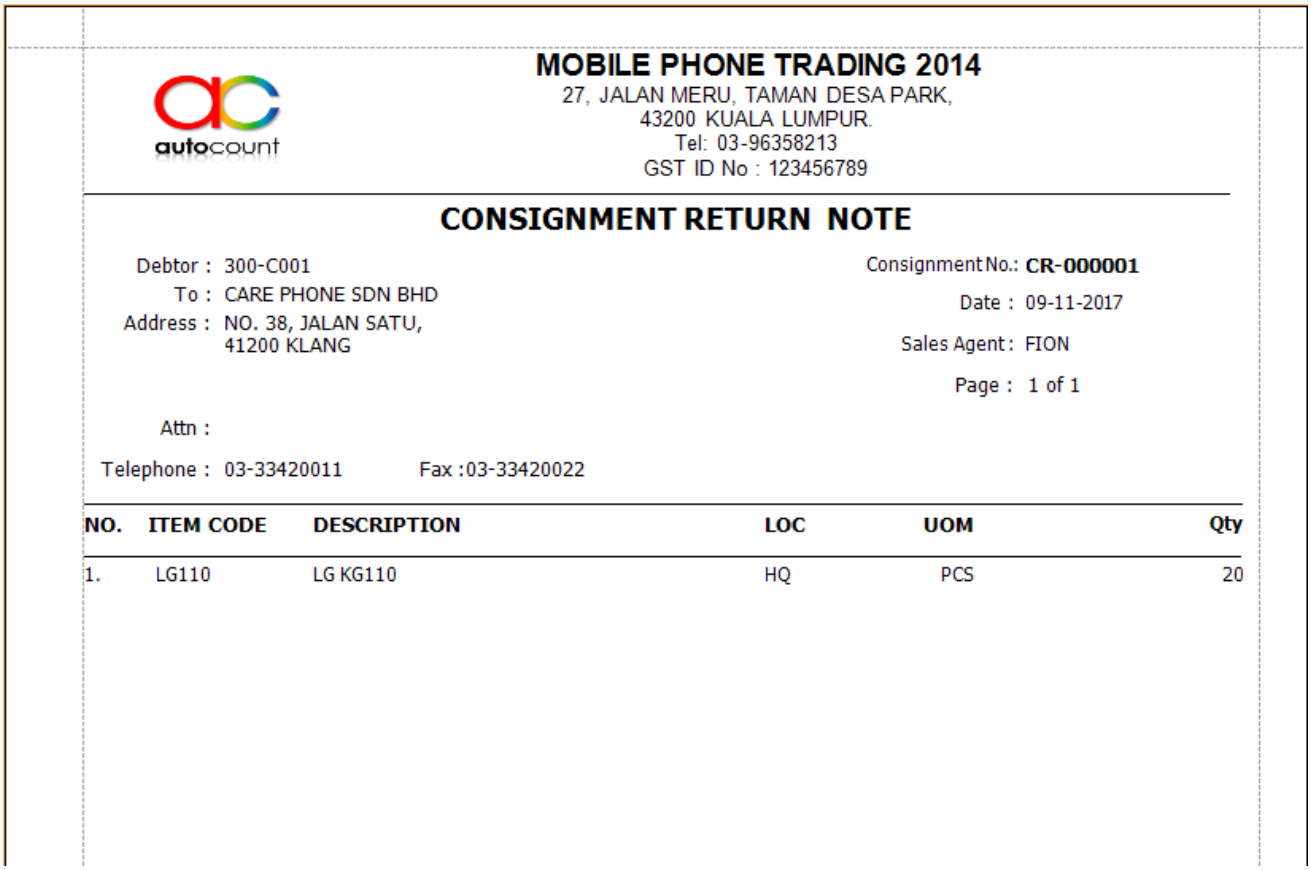




5. Click on *Save & Preview,*
6. Click *OK*,

7. Click OK,





MOBILE PHONE TRADING 2014
27, JALAN MERU, TAMAN DESA PARK,
43200 KUALA LUMPUR.
Tel: 03-96358213
GST ID No : 123456789

CONSIGNMENT RETURN NOTE

Debtor : 300-C001
To : CARE PHONE SDN BHD
Address : NO. 38, JALAN SATU,
41200 KLANG

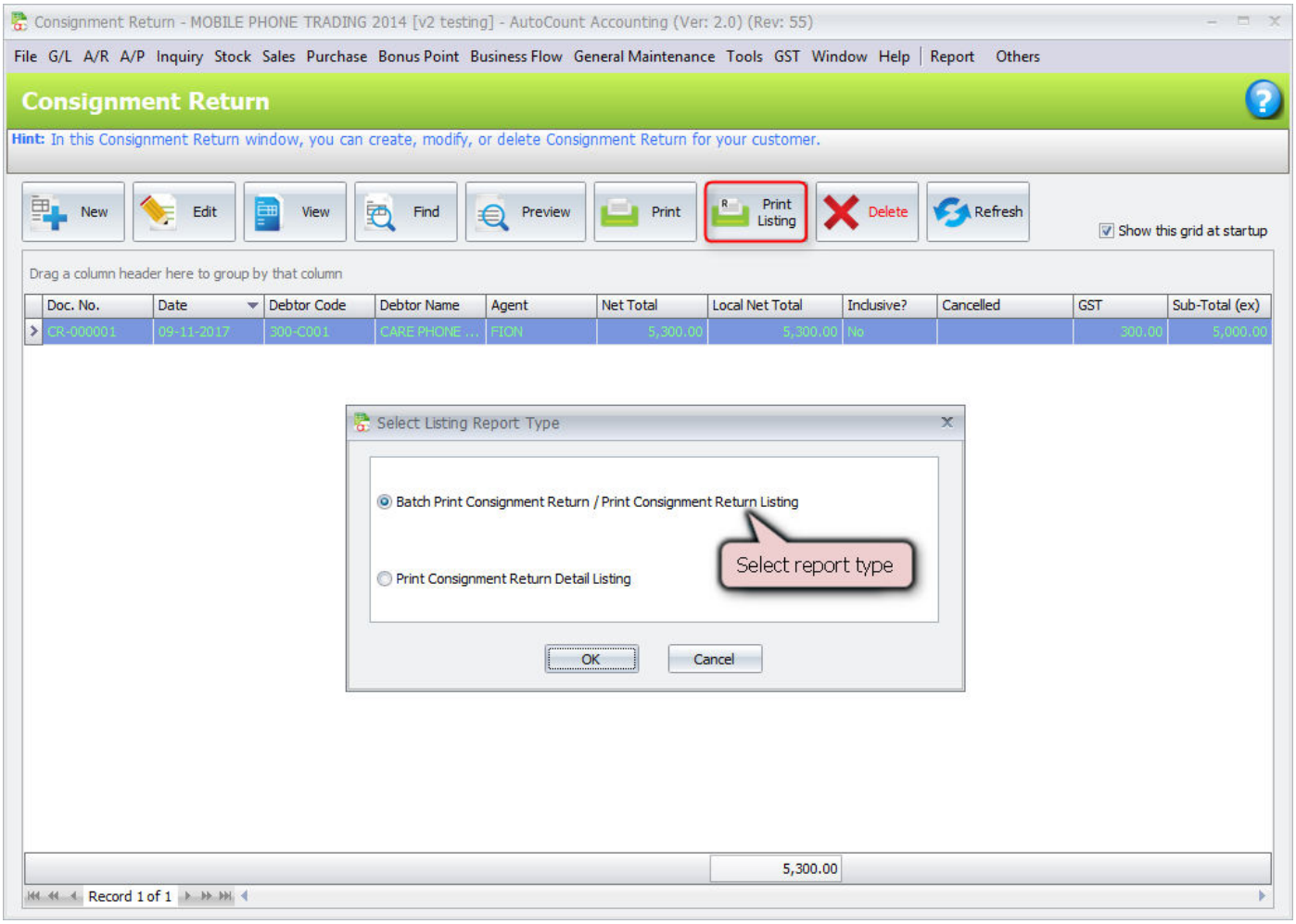
Consignment No.: **CR-000001**
Date : 09-11-2017
Sales Agent : FION
Page : 1 of 1

Attn :

Telephone : 03-33420011 Fax :03-33420022

NO.	ITEM CODE	DESCRIPTION	LOC	UOM	Qty
1.	LG110	LG KG110	HQ	PCS	20

2.5 Print Consignment Return Listing



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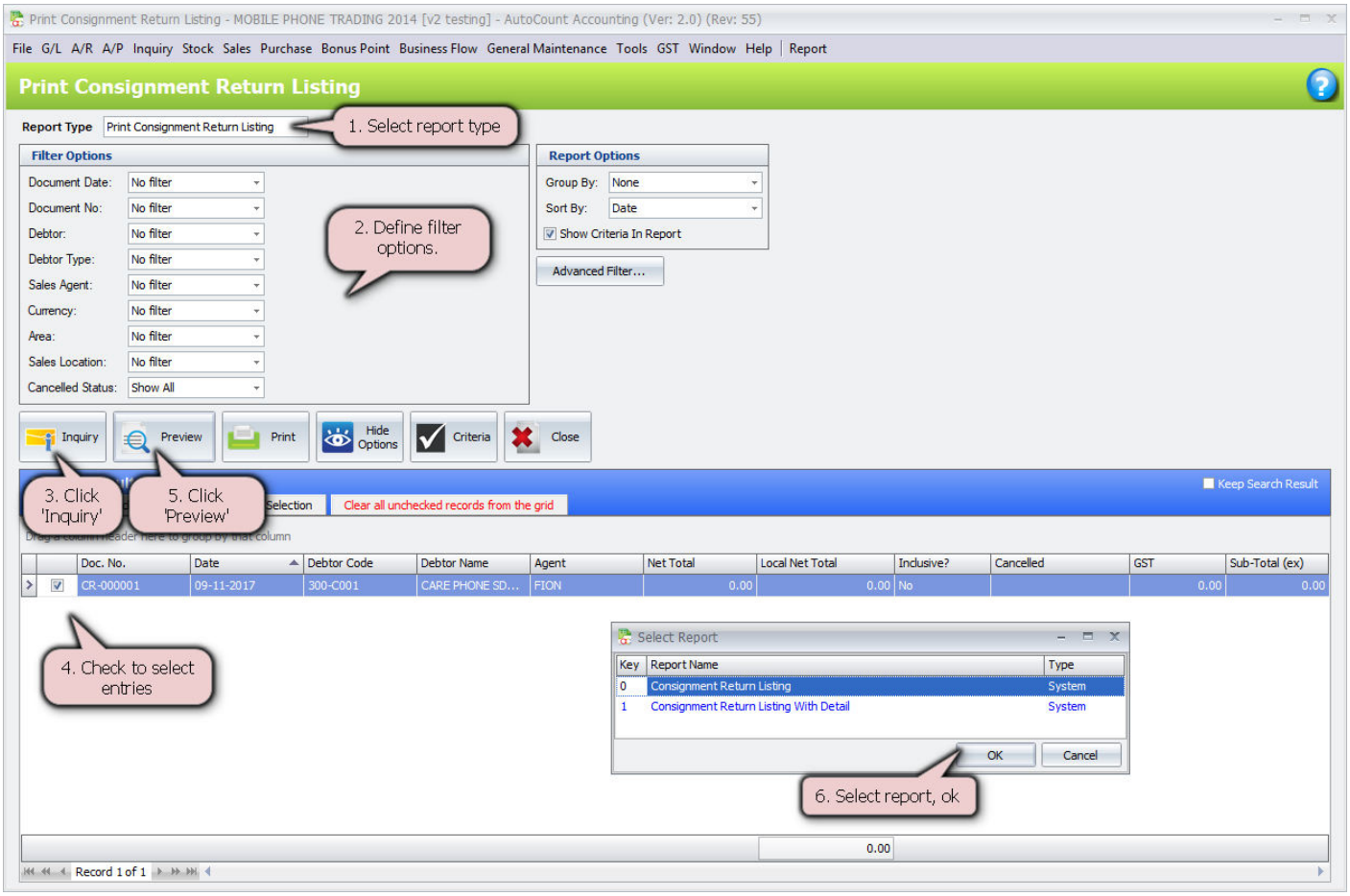
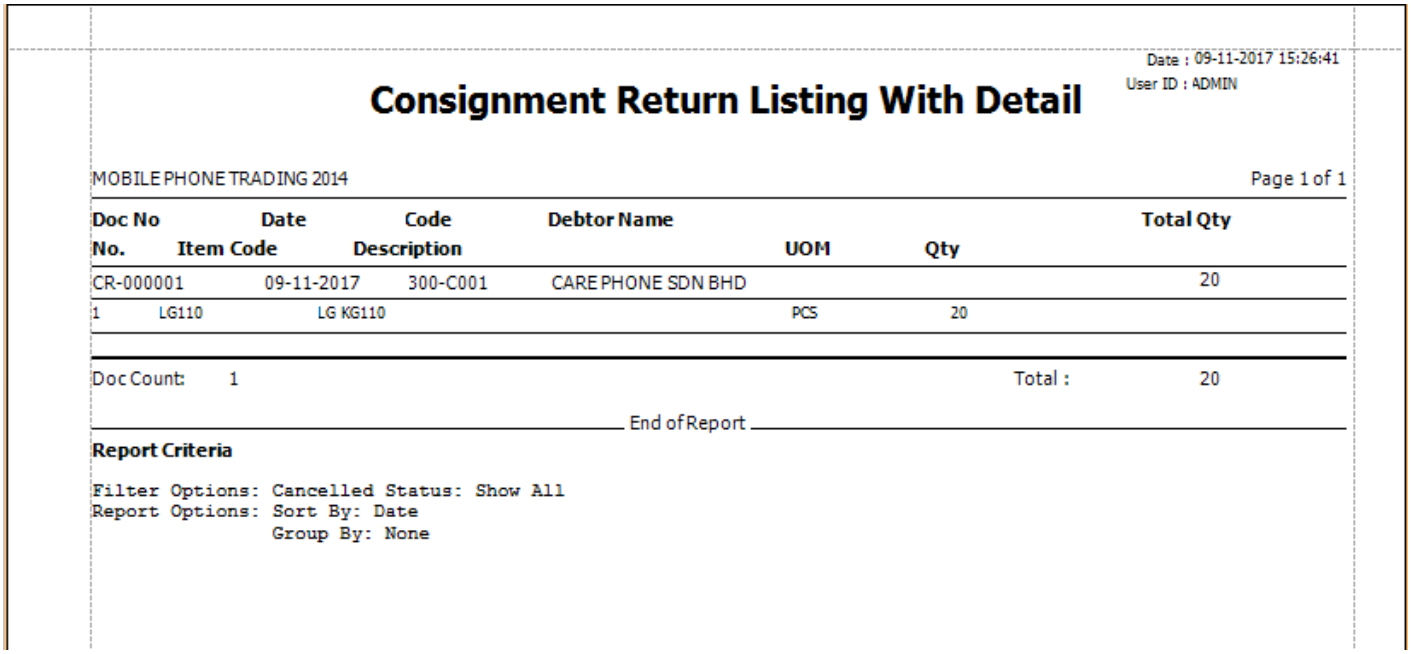




Date : 09-11-2017 15:26:41
User ID : ADMIN

Consignment Return Listing With Detail

MOBILE PHONE TRADING 2014 Page 1 of 1

Doc No	Date	Code	Debtor Name	Total Qty
CR-000001	09-11-2017	300-C001	CARE PHONE SDN BHD	20

No.	Item Code	Description	UOM	Qty
1	LG110	LG KG110	PCS	20

Doc Count: 1 Total : 20

End of Report

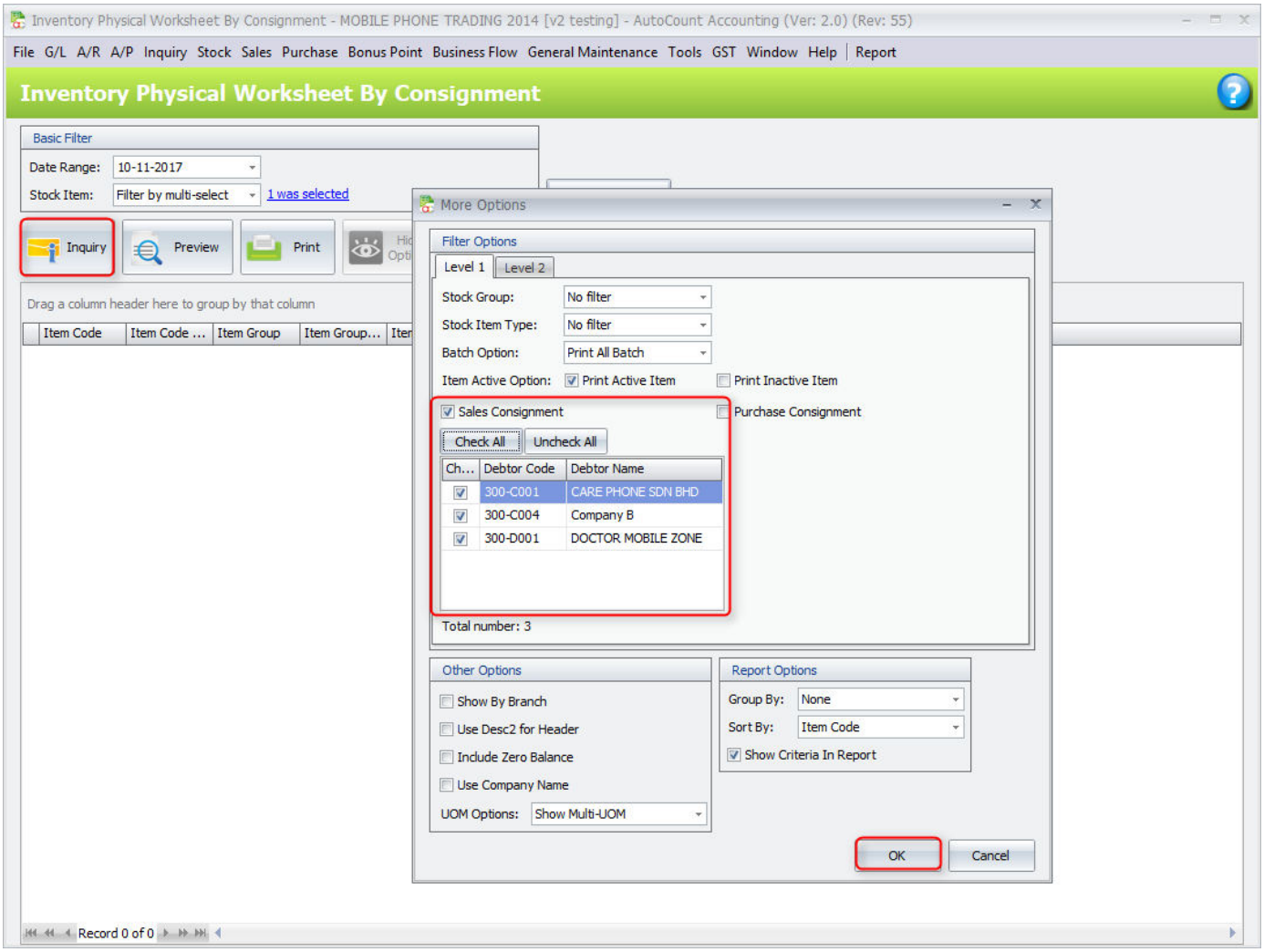
Report Criteria

```
Filter Options: Cancelled Status: Show All
Report Options: Sort By: Date
                Group By: None
```

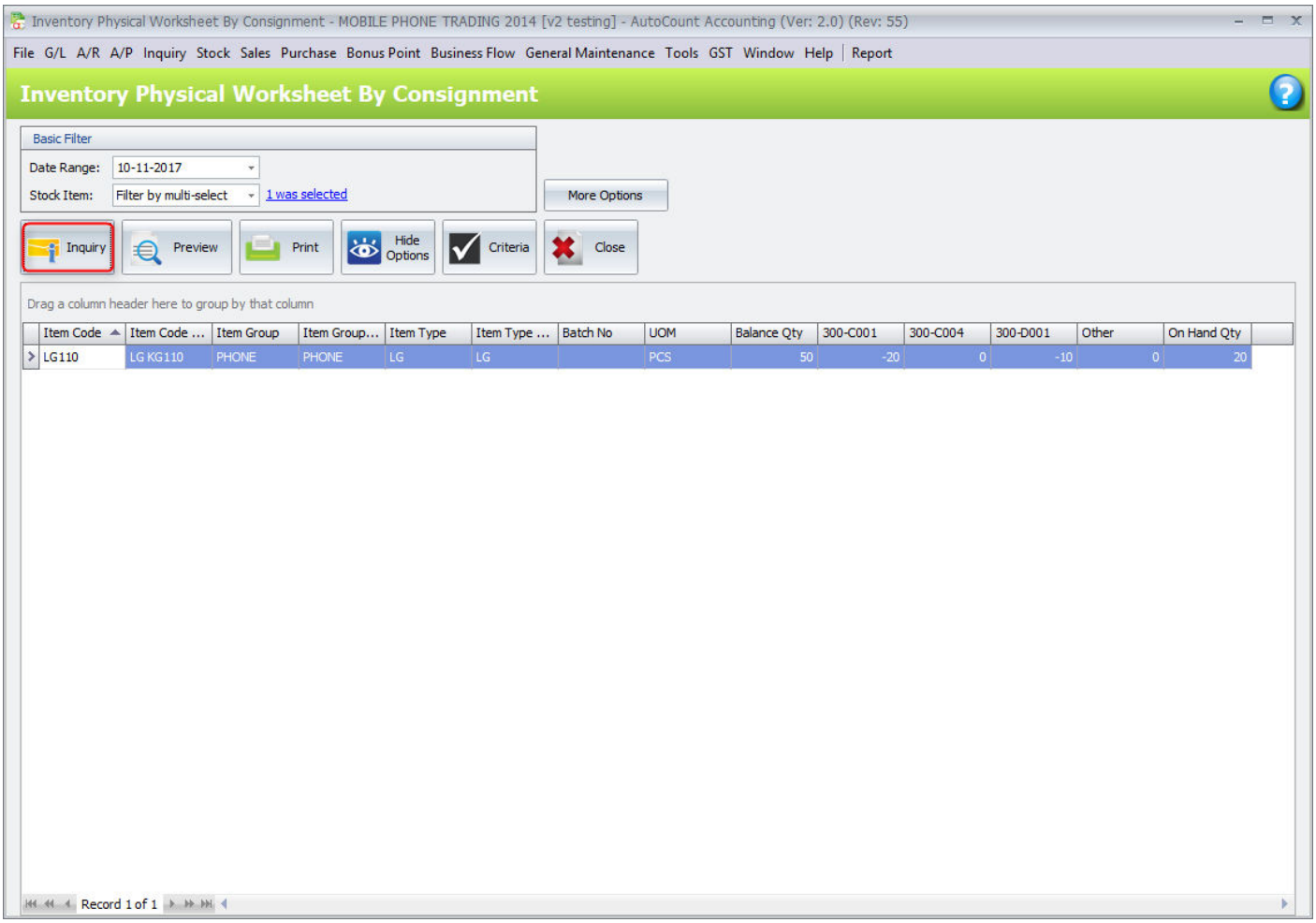
3.0 Inventory

3.1 Inventory Physical Worksheet By Consignment

1. Go to *Stock > Inventory Physical Worksheet By Consignment*,
2. Define the Date / Stock Item filter option,
3. Click on *More Options*, select at least one debtor,



4. Click on *OK*,
5. Click on *Inquiry*,



6. Click on *Preview*,

Date : 16-03-2018 12:34:56
User ID : ADMIN

Inventory Physical Worksheet By Consignment

MOBILE PHONE TRADING 2014 — Page 1 of 1

Item Group	Description	UOM	Batch No.	Available Quantity	300-C001	300-C004			Other	Total
LG110	LG KG110	PCS		50	-20	-10			0	20
TOTAL OF				**50**	**-20**	**-10**	**0**	**0**	**0**	**20**
			Grand Total	50	-20	-10	0	0	0	20

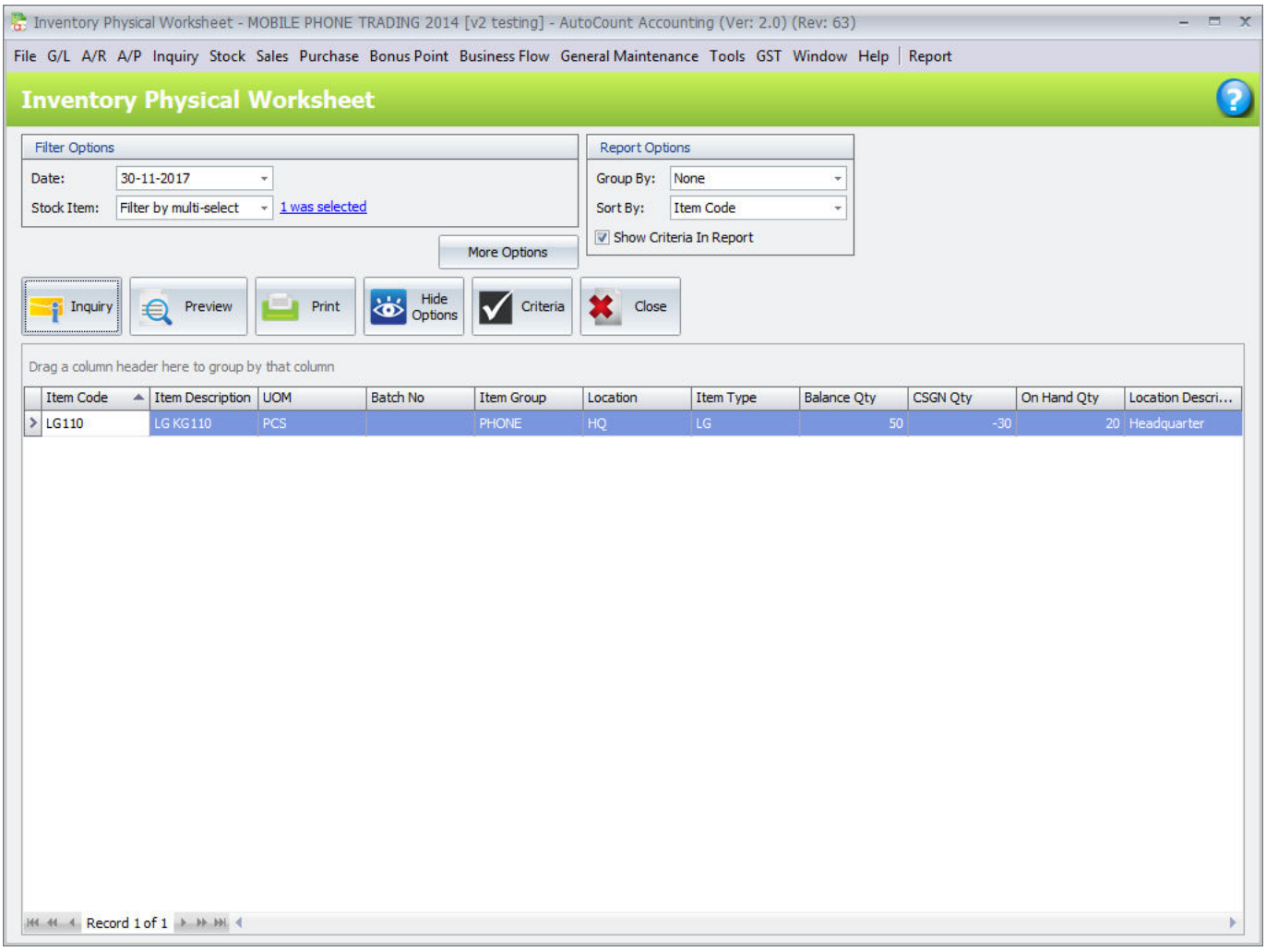
End of Report

Report Criteria

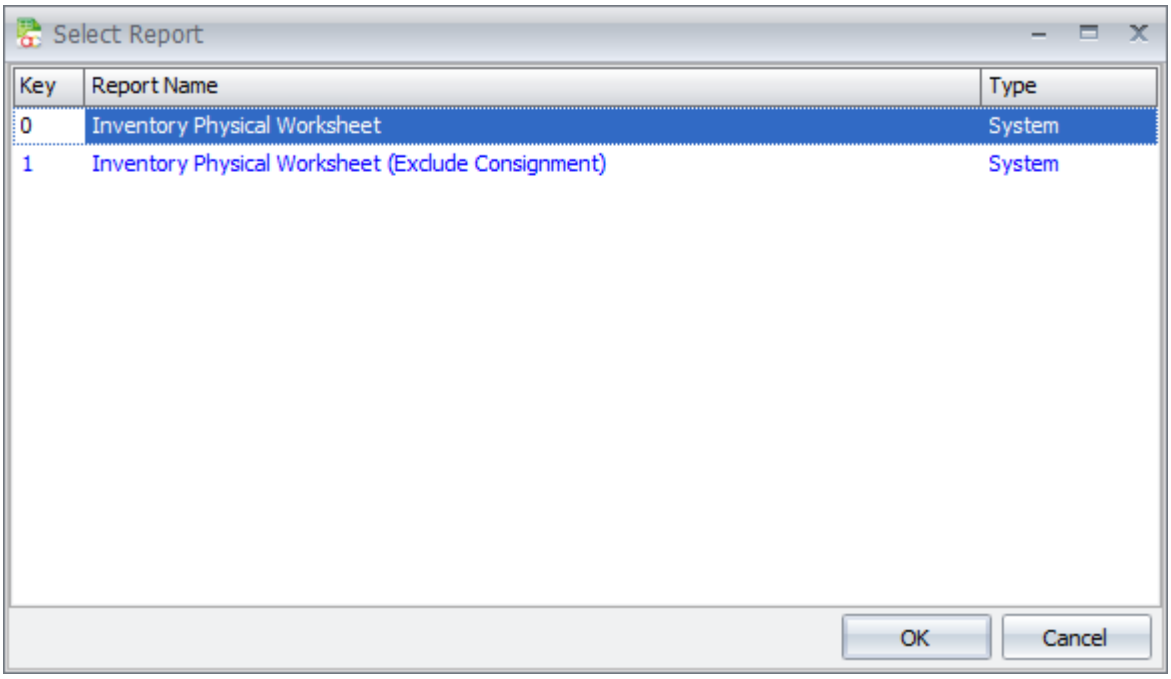
```
Filter Options: Report Date: Thursday, 30 November, 2017
                Item Code: In (LG110)
                Batch Option: Print Empty Batch
                Print Active Item: Yes
                Print Inactive Item: No
                Sales Consignment: Yes
                Purchase Consignment: No
Other Options: Show By Location: No
               Show By Branch: No
               Use Desc2 for Header: No
               Include Zero Balance: No
               Use Company Name: No
               UOM Options: Show Multi-UOM
Report Options: Sort By: Item Code
                Group By: None
```

3.2 Inventory Physical Worksheet

1. Go to *Stock > Inventory Physical Worksheet*,
2. Define the Date / Stock Item filter option,
3. Click on *Inquiry*,



4. Click on *Preview*,



There are 2 types of report:

0. Inventory Physical Worksheet: this report will show quantity of stock that belonged to you (to include those that are with consignees)

1. Exclude Consignment: this report will show quantity of stock that is currently hold by you (exclude those that are with consignees)

Date : 16-03-2018 12:45:49
User ID : ADMIN

Inventory Physical Worksheet

MOBILE PHONE TRADING 2014 Page 1 of 1

Item Group	Description	UOM	Book Quantity	Physical Quantity	Adjust Quantity
Location : HQ	**Headquarter**				
LG110	LG KG110	PCS	50		
TOTAL OF Headquarter			50		
		Grand Total	50		

End of Report

Report Criteria

```
Filter Options: Date: 30-11-2017
                Item Code: In (LG110)
                By Location: Yes
                Batch Option: Print All Batch
                Print Active Item: Yes
                Print Inactive Item: No
Other Options: Include Zero Balance: No
               UOM Options: Show Multi-UOM
Report Options: Sort By: Item Code
                Group By: None
```

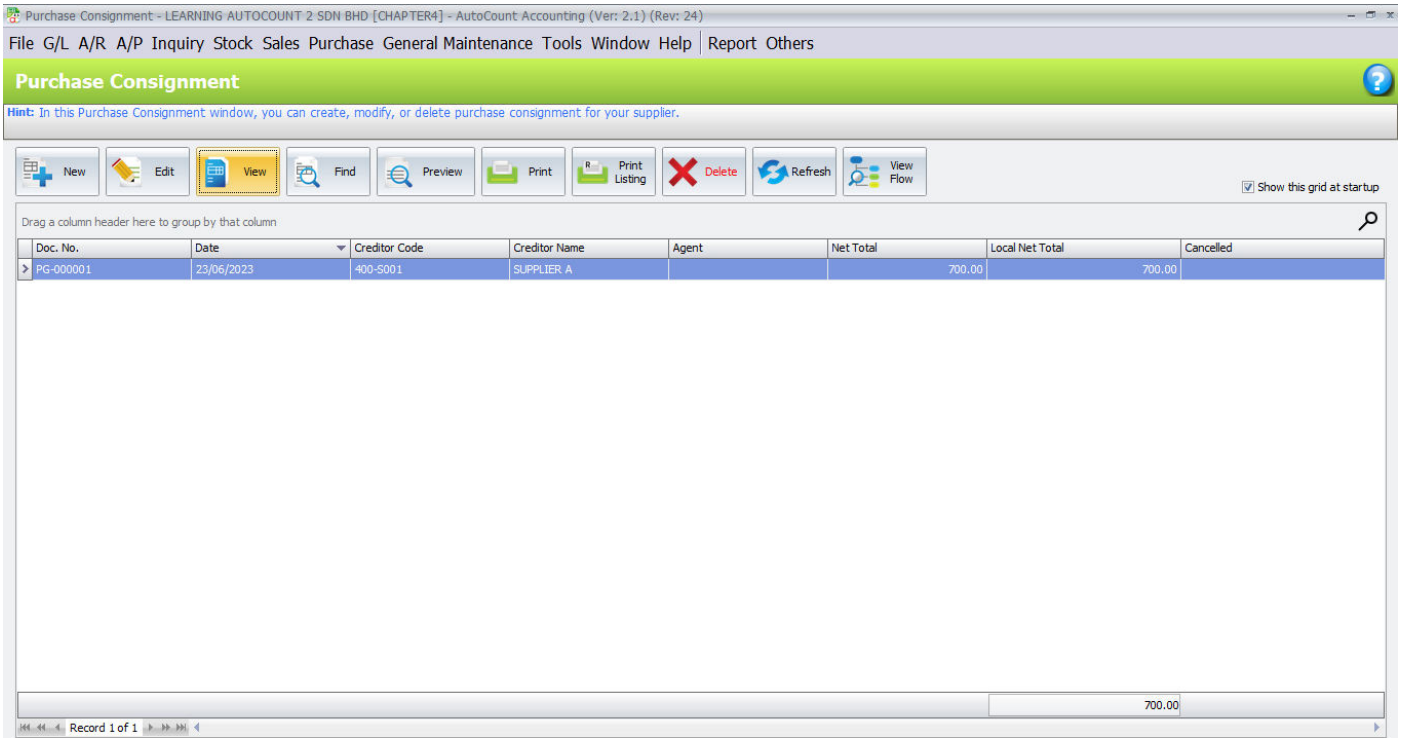
4.0 Purchase Consignment

4.1 Purchase Consignment

The concept is the same as Sales Consignment, just you are now the consignee instead of consignor.

1. Go to Purchase > Purchase Consignment

2. Click View,



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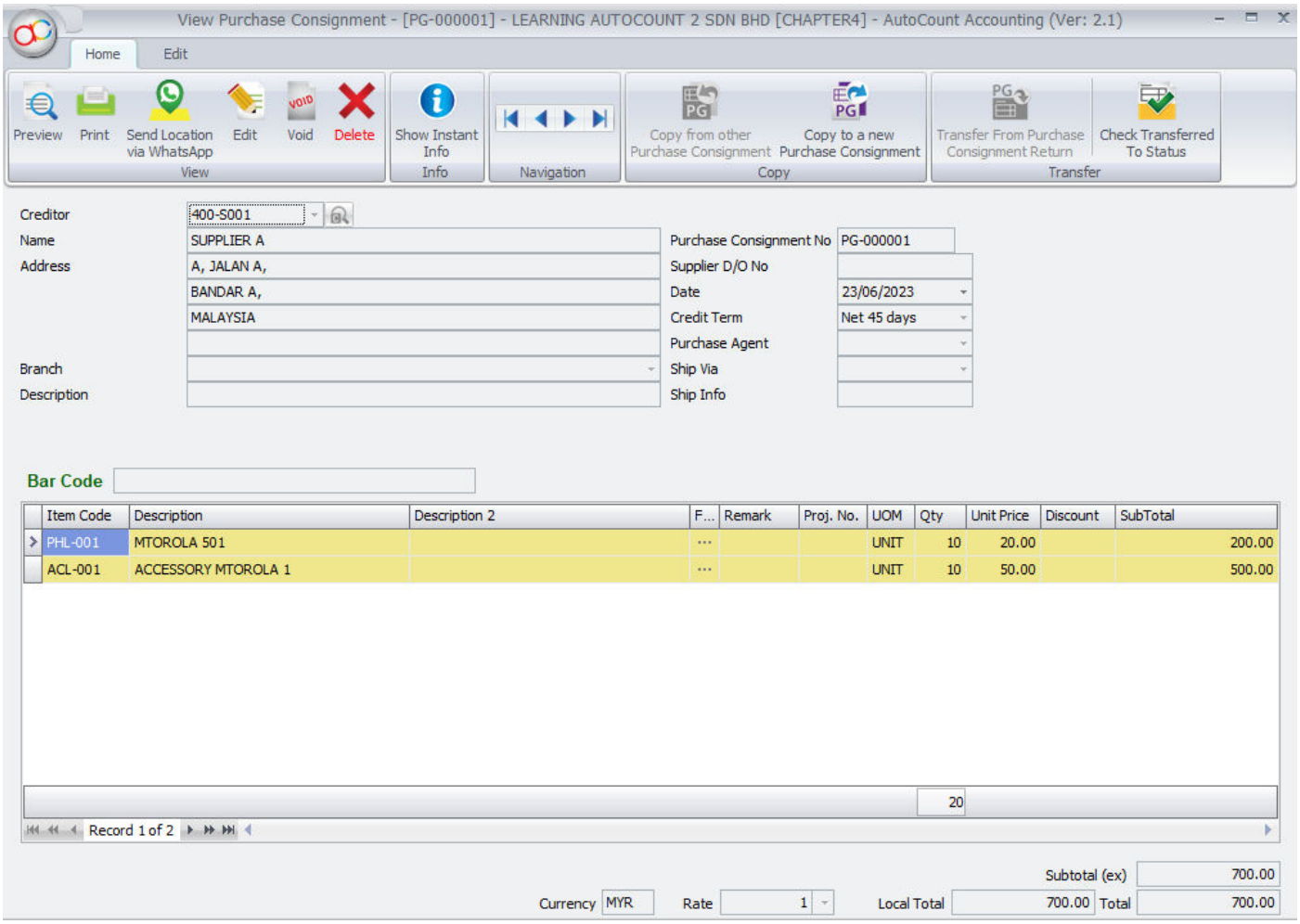
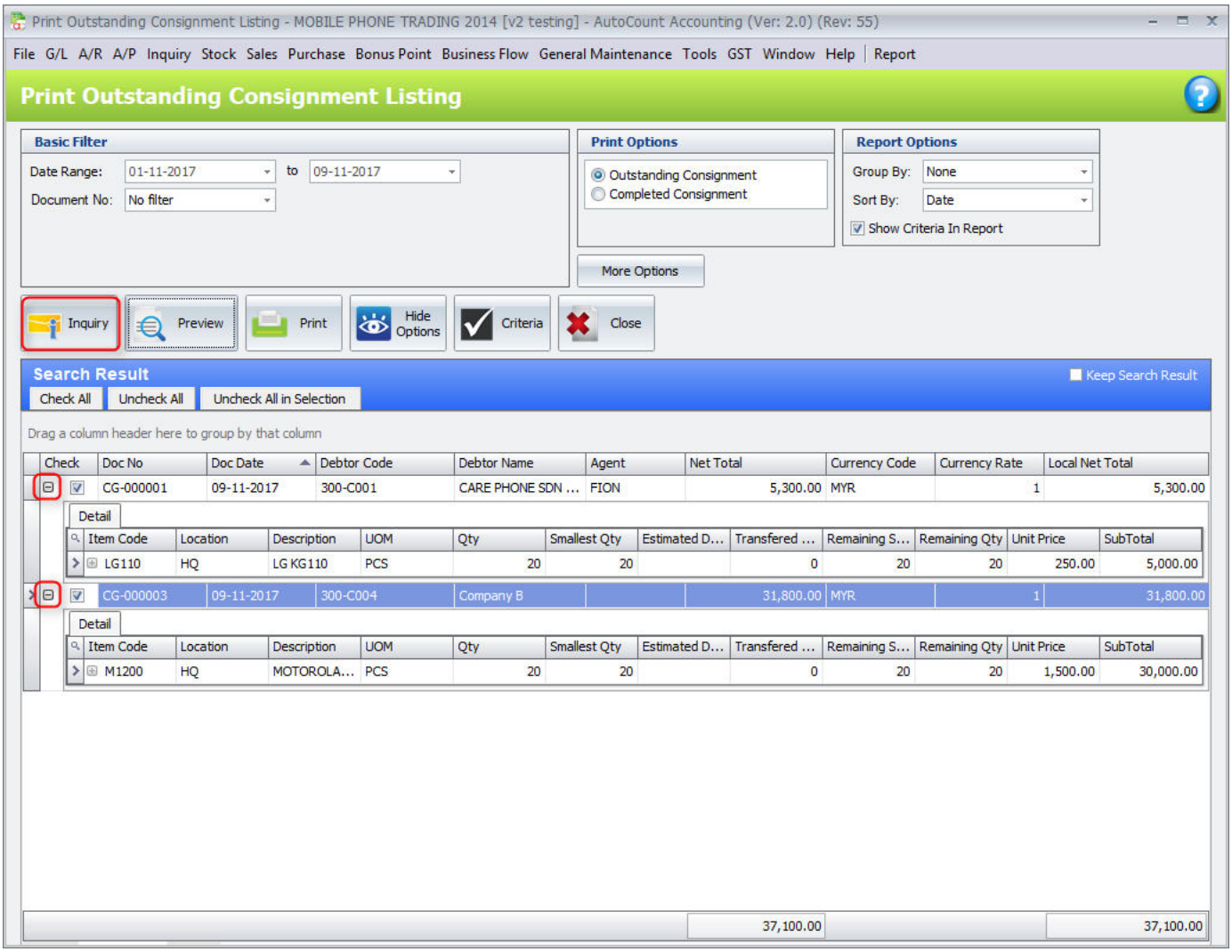
You can view all the details of Purchase Consignment.



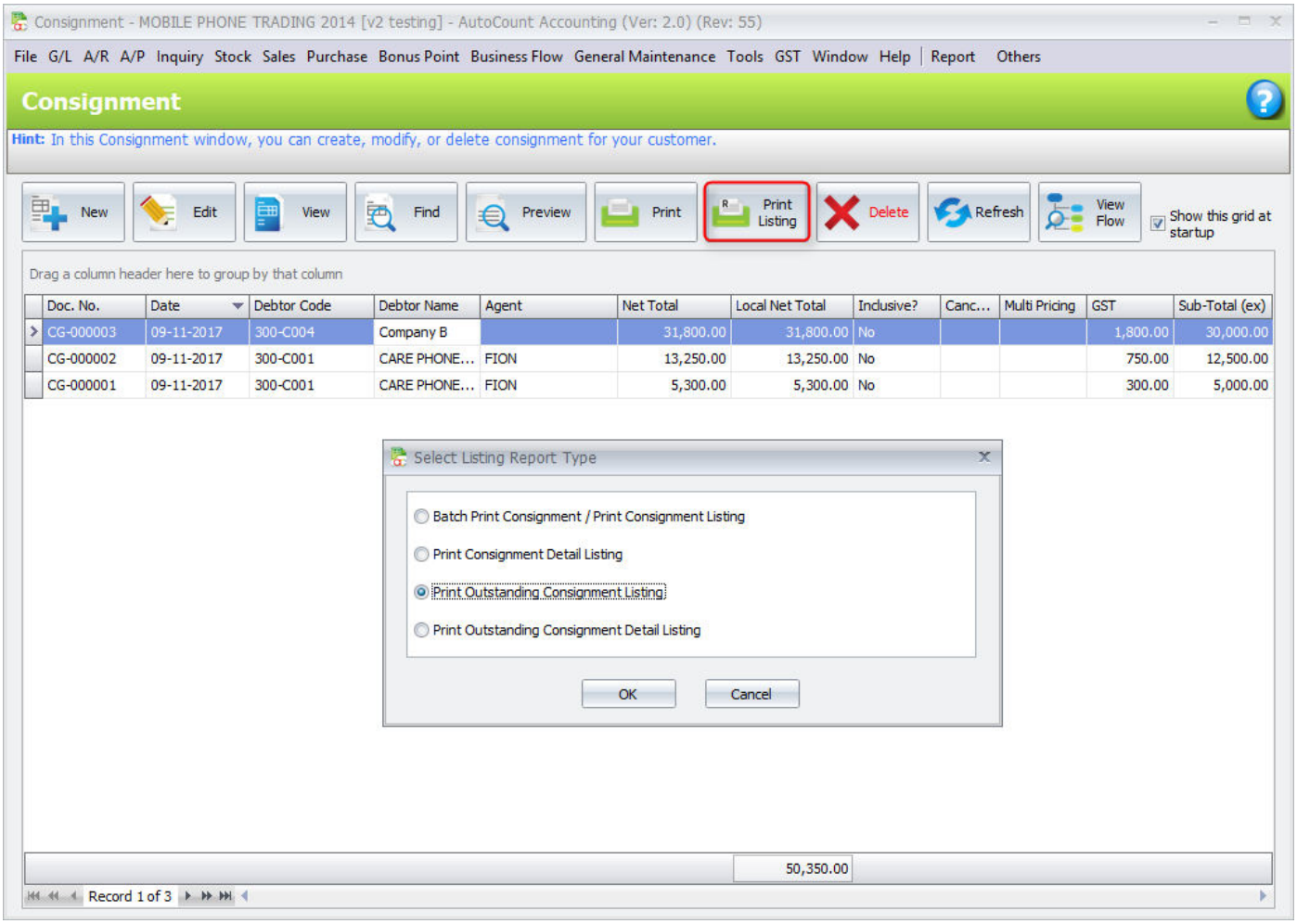
4.2 Outstanding Supplier Consignment Report

1. Go to *Sales Consignment > Print Listing > Print Outstanding Consignment Report*,
2. Define filter option,
3. Click on *Inquiry*
4. Click on '+' sign before debtor code to expand the details.



5. Click on *Preview*,

6. Click Print Listing and Click OK,



Date : 09-11-2017 18:06:37
User ID : ADMIN

Outstanding Consignment Listing

MOBILE PHONE TRADING 2014 Page 1 of 1

Group By / Doc Date	Group Description / Doc No.	Debtor Code	Debtor Name			
No.	**Item Code**	**Item Description**		**UOM**	**Qty**	**UnDlv Qty**
09-11-2017	**CG-000001**	**300-C001**	**CARE PHONE SDN BHD**			
1	LG110	LG KG110		PCS	20	20
09-11-2017	**CG-000003**	**300-C004**	**Company B**			
1	M1200	MOTOROLA A1200		PCS	20	20

End of Report

Report Criteria

```
Filter Options: From Date: Wednesday, 1 November, 2017
                To Date: Thursday, 9 November, 2017
Report Options: Sort By: Date
                Group By: None
```

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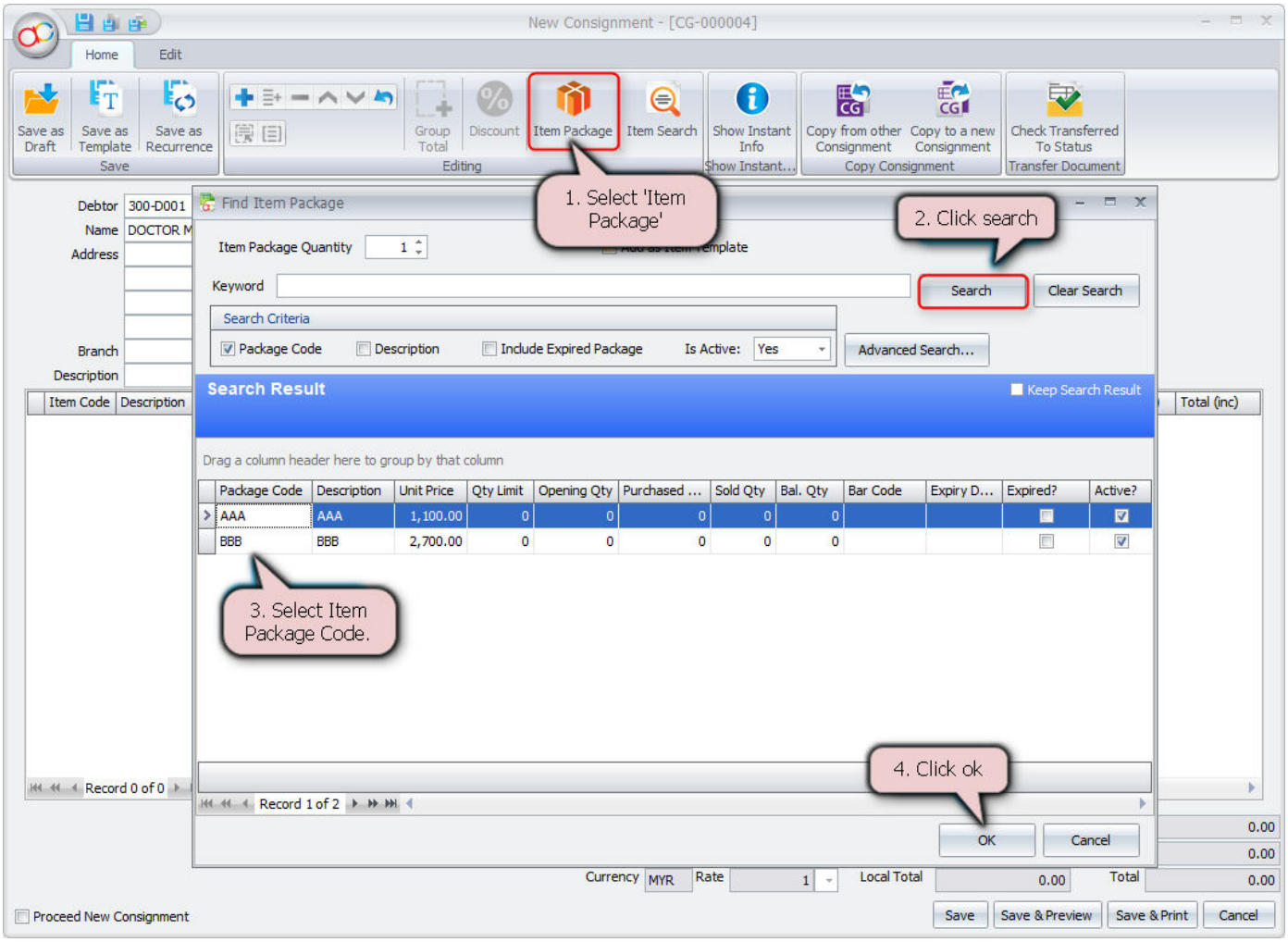
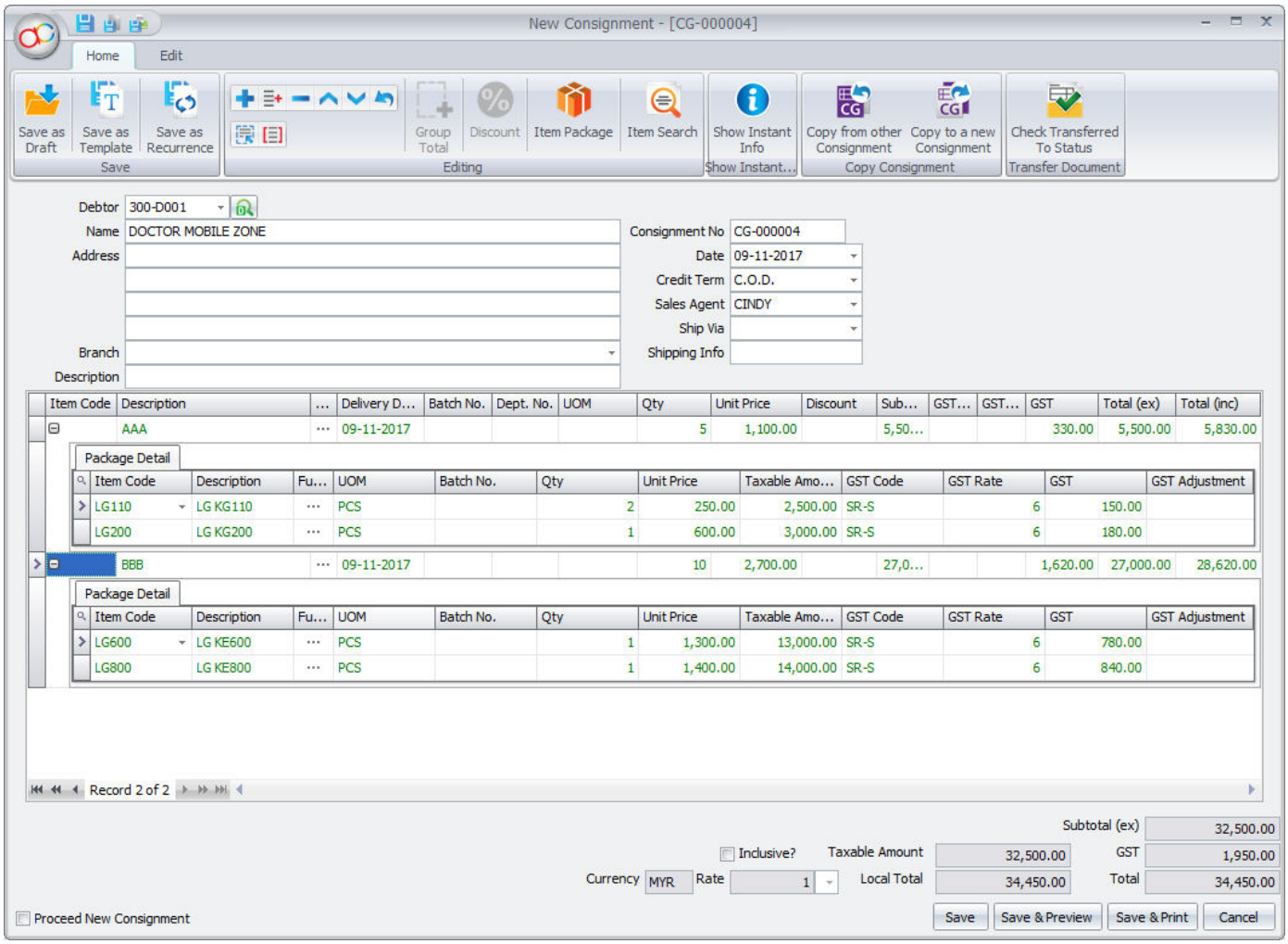
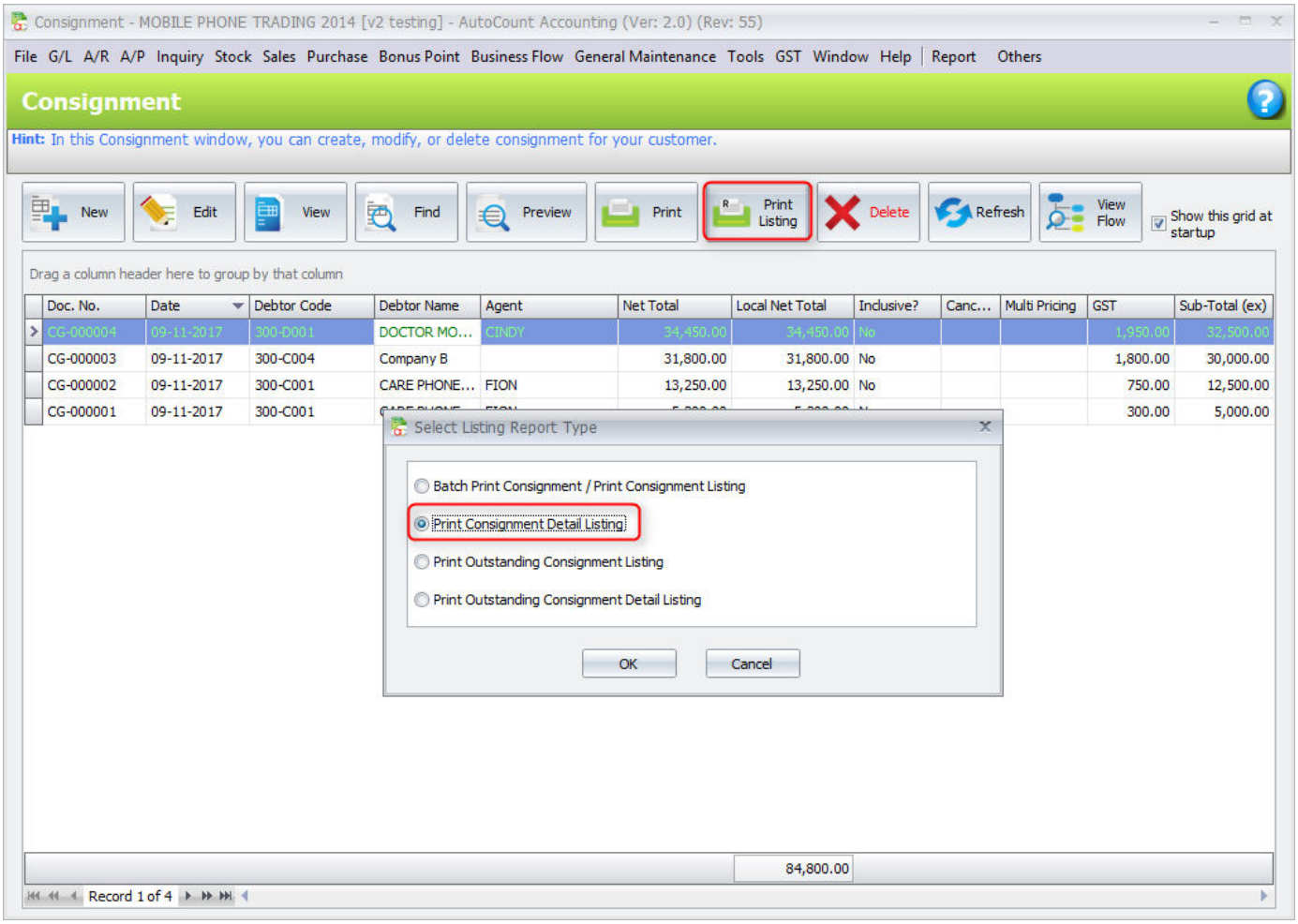
Support Item Package – You can also consign Item Package in Consignment.



Scan to visit our AutoCount Website

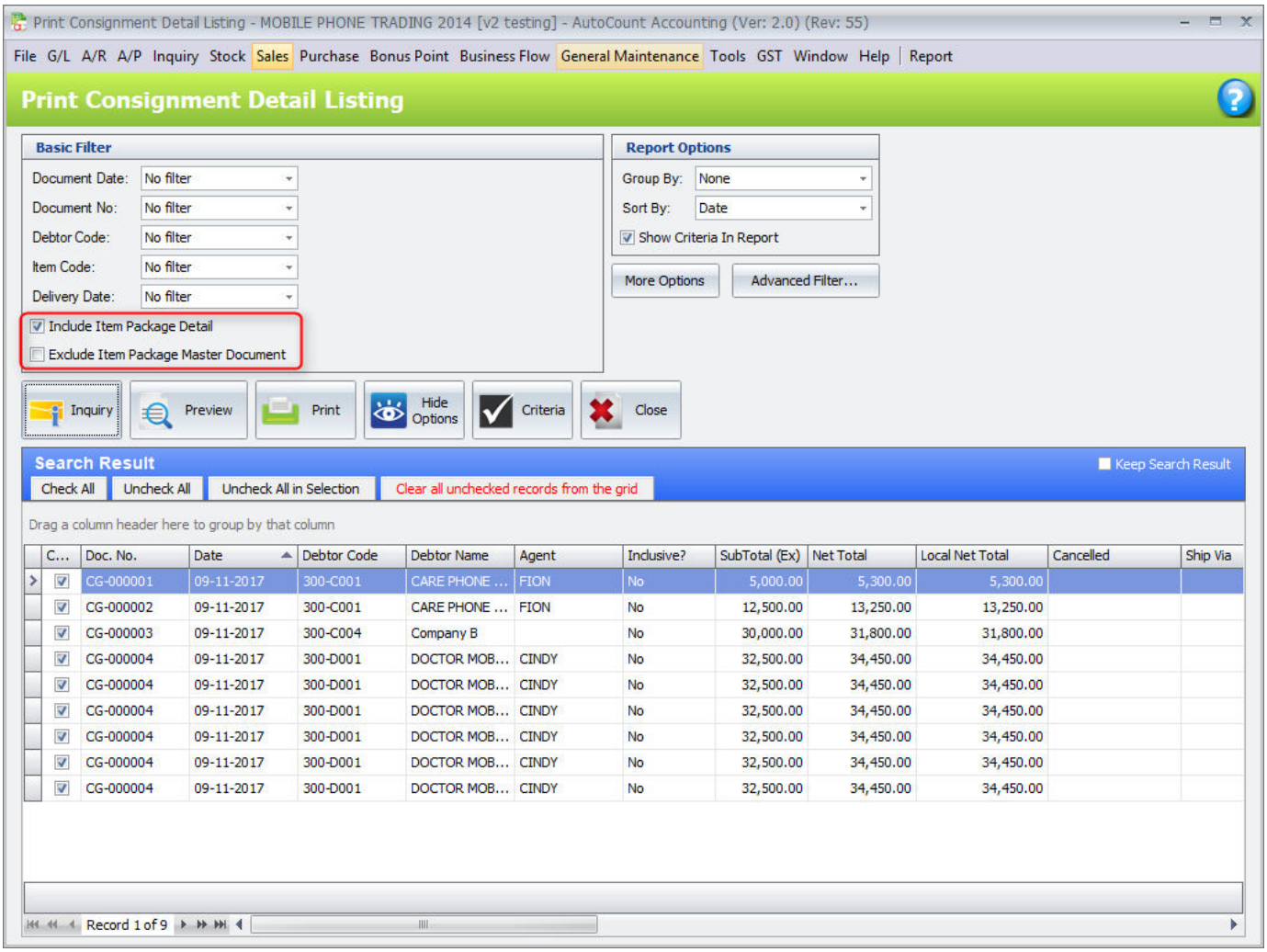


1. Click Print Listing,
2. Select 'Print Consignment Detail Listing' and Click OK



3. Check 'Include Item Package Detail'

Before that, you need to enable Item Package at Tools > Program Control > Module Setting in order to see that option under Basic Filter.



4. Click *Preview*,

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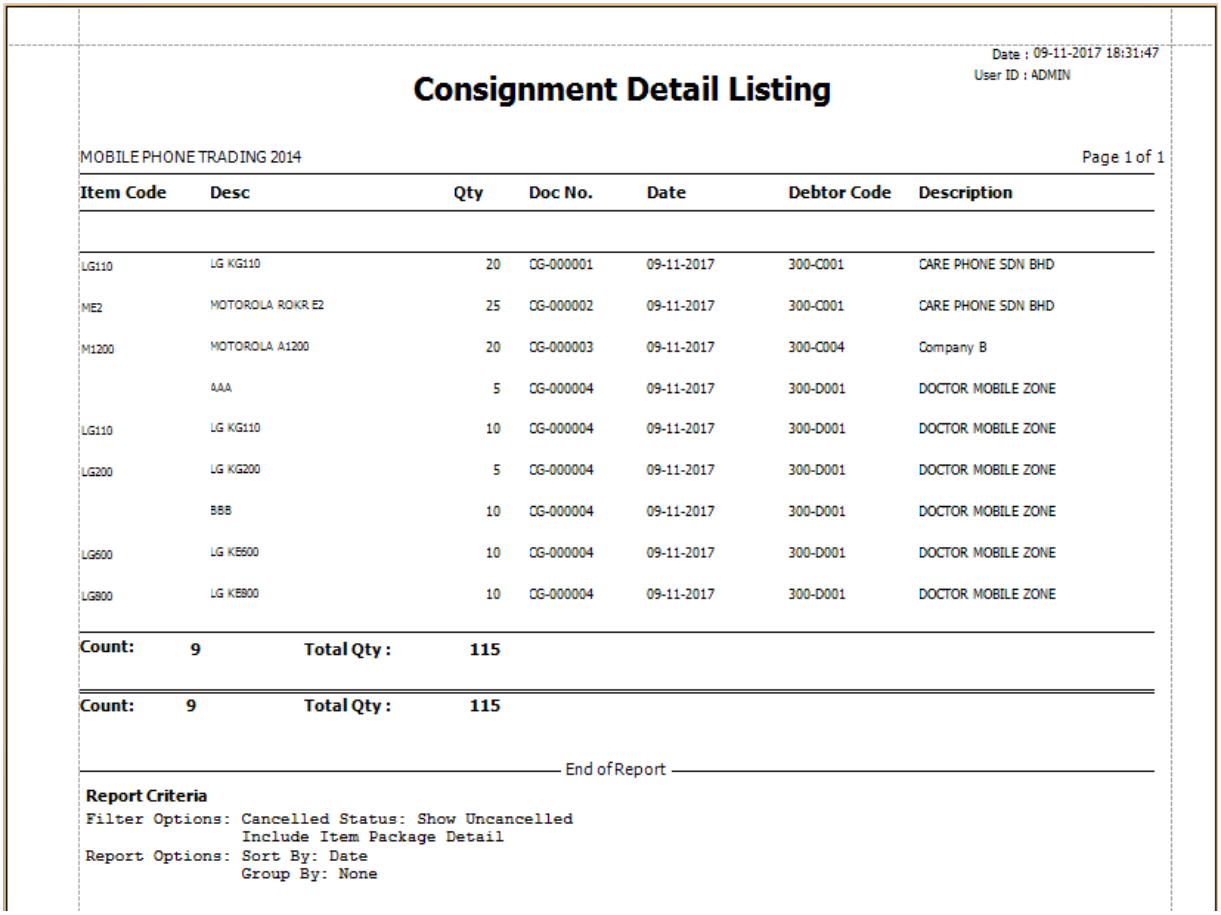


Date : 09-11-2017 18:31:47
User ID : ADMIN

Consignment Detail Listing

MOBILE PHONE TRADING 2014 Page 1 of 1

Item Code	Desc	Qty	Doc No.	Date	Debtor Code	Description
LG110	LG KG110	20	CG-000001	09-11-2017	300-C001	CARE PHONE SDN BHD
ME2	MOTOROLA ROKR E2	25	CG-000002	09-11-2017	300-C001	CARE PHONE SDN BHD
M1200	MOTOROLA A1200	20	CG-000003	09-11-2017	300-C004	Company B
	AAA	5	CG-000004	09-11-2017	300-D001	DOCTOR MOBILE ZONE
LG110	LG KG110	10	CG-000004	09-11-2017	300-D001	DOCTOR MOBILE ZONE
LG200	LG KG200	5	CG-000004	09-11-2017	300-D001	DOCTOR MOBILE ZONE
	BBB	10	CG-000004	09-11-2017	300-D001	DOCTOR MOBILE ZONE
LG600	LG KE600	10	CG-000004	09-11-2017	300-D001	DOCTOR MOBILE ZONE
LG800	LG KE800	10	CG-000004	09-11-2017	300-D001	DOCTOR MOBILE ZONE
Count:	**9**	**Total Qty :**	**115**			
Count:	**9**	**Total Qty :**	**115**			

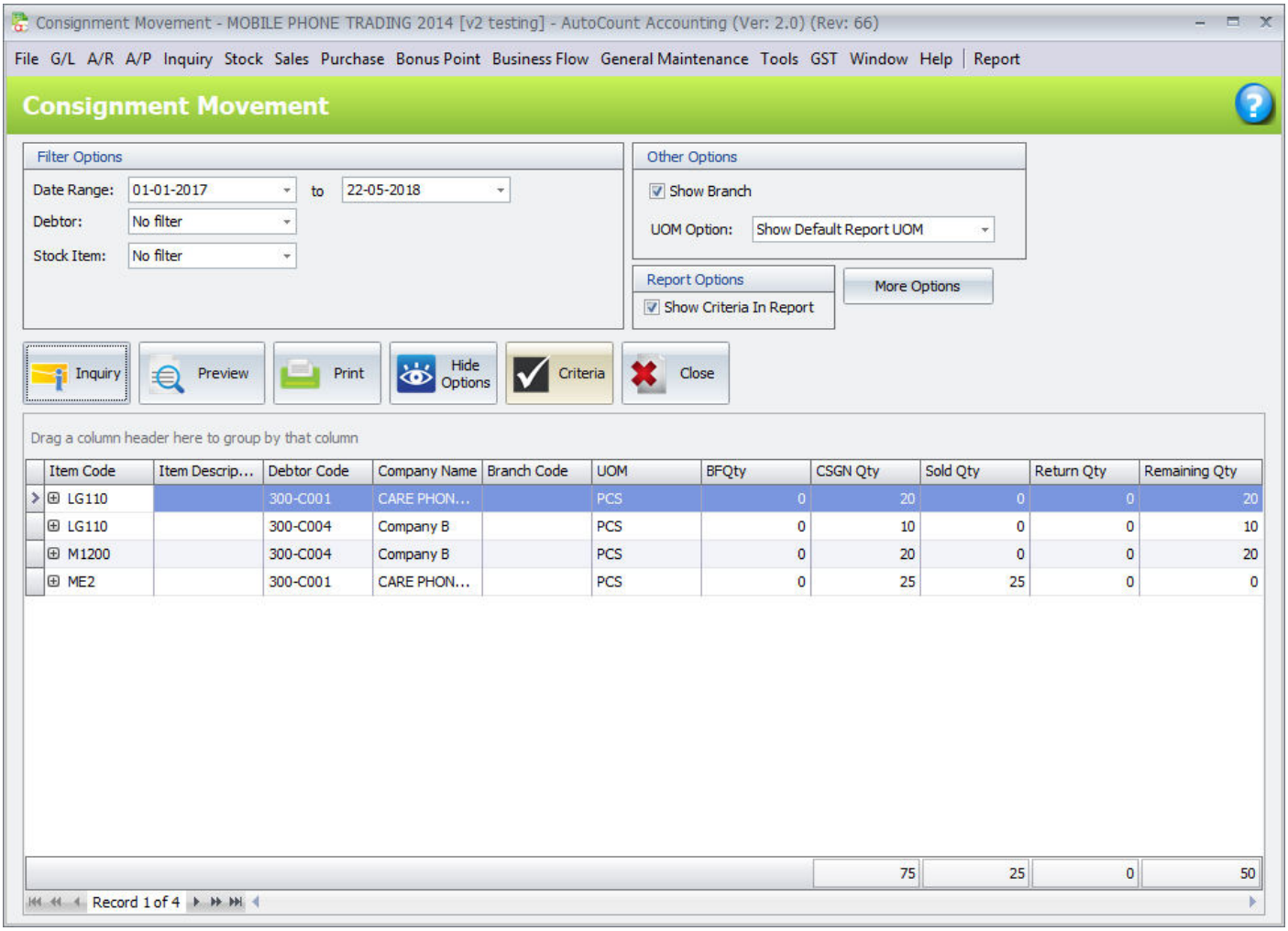
End of Report

Report Criteria

Filter Options: Cancelled Status: Show Uncancelled
Include Item Package Detail
Report Options: Sort By: Date
Group By: None

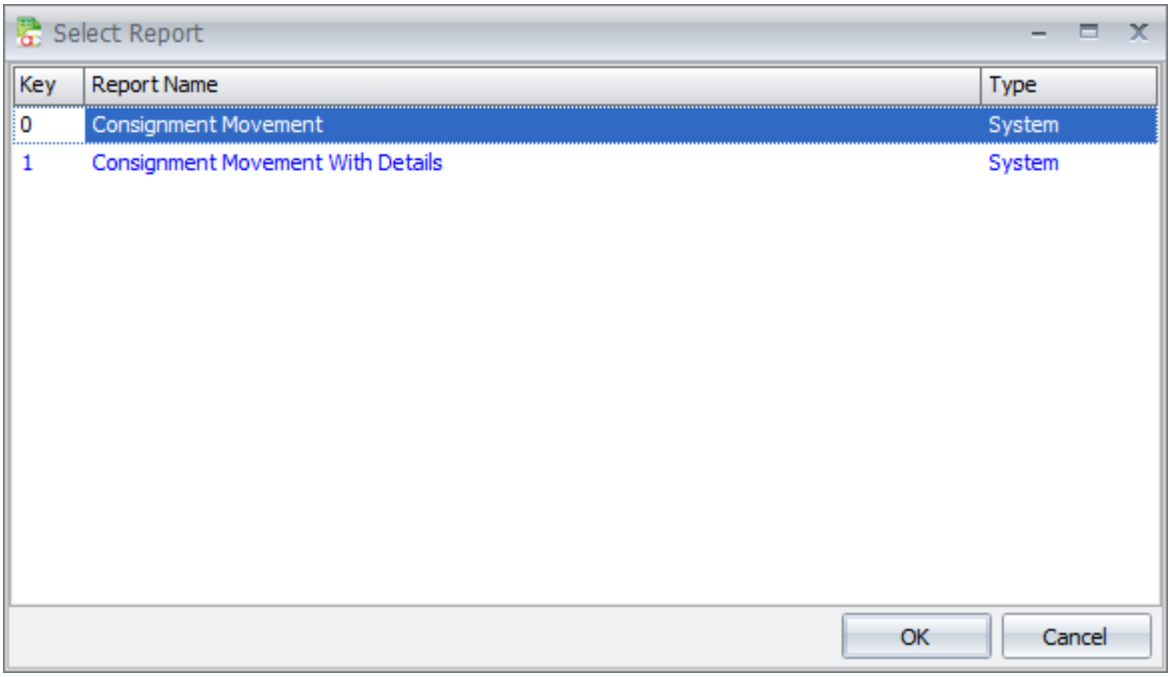
4.3 Purchase Consignment Movement

1. Go to *Sales > Consignment Movement Report*,
2. Define filter option, for Stock Item, select *Filter by multi select*,
3. Click on *Inquiry*..



4. Click on *Preview*,

5. Click OK,


Select Report
Key
Report Name
Type
0
Consignment Movement
System
1
Consignment Movement With Details
System
OK
Cancel

Date: 22-05-2018 16:46:05
User ID: ADMIN

Consignment Movement

MOBILE PHONE TRADING 2014

ITEM CODE	DESCRIPTION	QUANTITY				
		B/F	CSGN	SOLD	RETURN	REMAINING
300-C001	**CARE PHONE SDN BHD**					
LG110		0	20	0	0	20

Details:

Doc Date	Doc No.	CSGN QTY	SOLD QTY	RETURN QTY	UNIT PRICE	SUBTOTAL
09-11-2017	CG-000001	20	0	0	250.00	5,000.00
	Total:	20	0	0		5,000.00

ME2		0	25	25	0	0

Details:

Doc Date	Doc No.	CSGN QTY	SOLD QTY	RETURN QTY	UNIT PRICE	SUBTOTAL
09-11-2017	I-000006	0	25	0	500.00	12,500.00
09-11-2017	CG-000002	25	0	0	500.00	12,500.00
	Total:	25	25	0		25,000.00
	Group Total:		0	45	25	0	20
300-C004	**Company B**					
LG110		0	10	0	0	10

Details:

Doc Date	Doc No.	CSGN QTY	SOLD QTY	RETURN QTY	UNIT PRICE	SUBTOTAL
15-11-2017	CG-000004	10	0	0	1,000.00	10,000.00
	Total:	10	0	0		10,000.00

M1200		0	20	0	0	20

Details:

Doc Date	Doc No.	CSGN QTY	SOLD QTY	RETURN QTY	UNIT PRICE	SUBTOTAL
09-11-2017	CG-000003	20	0	0	1,500.00	30,000.00
	Total:	20	0	0		30,000.00
	Group Total:		0	30	0	0	30
	Grand Total:		0	75	25	0	50

End of Report

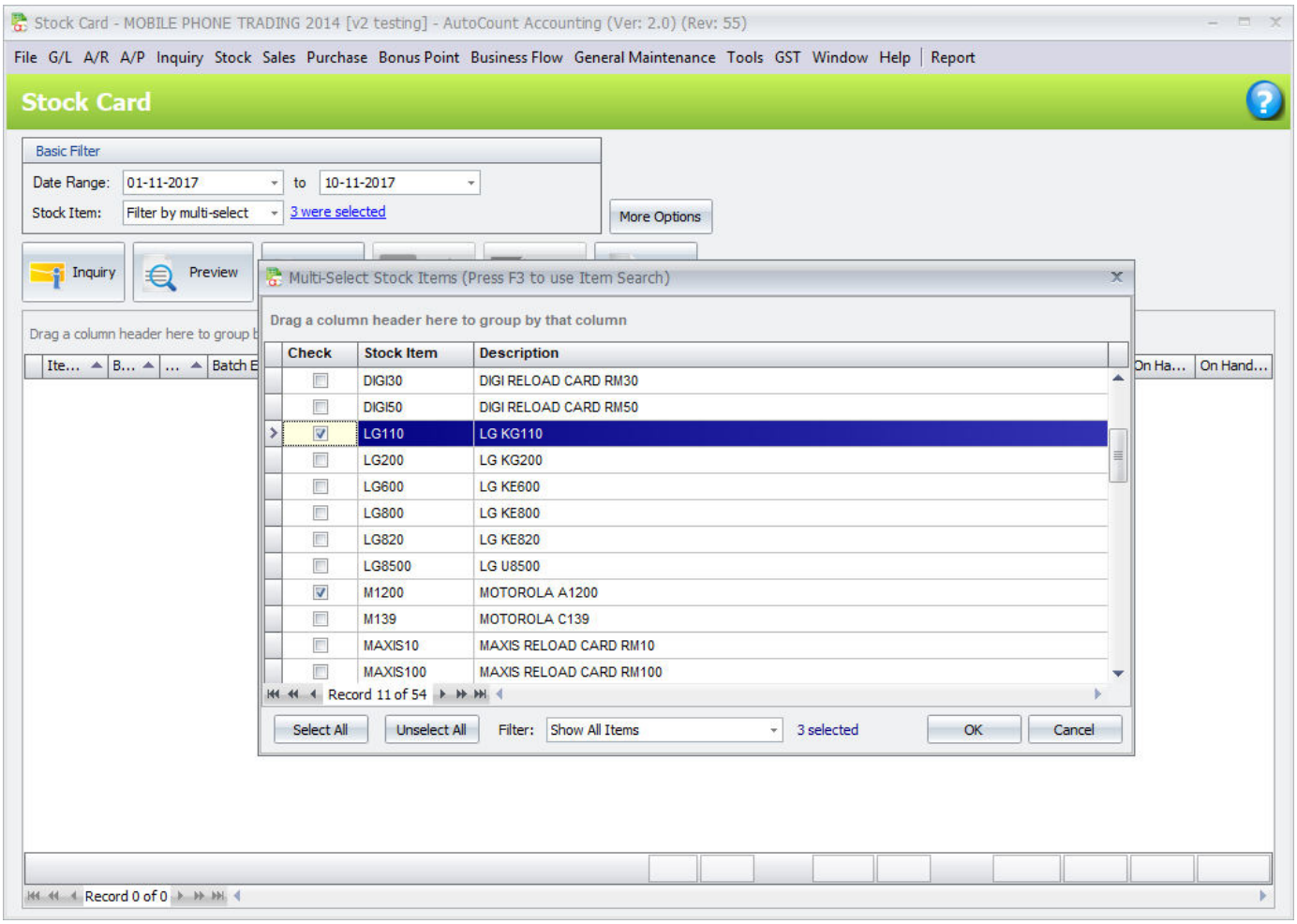
Report Criteria

```
Filter Options: From Date: 01-Jan-17
                To Date: 22-May-18
Other Options: UOM Options: Show Default Report UOM
Report Options: Show Criteria In Report: Yes
```

5.0 Report

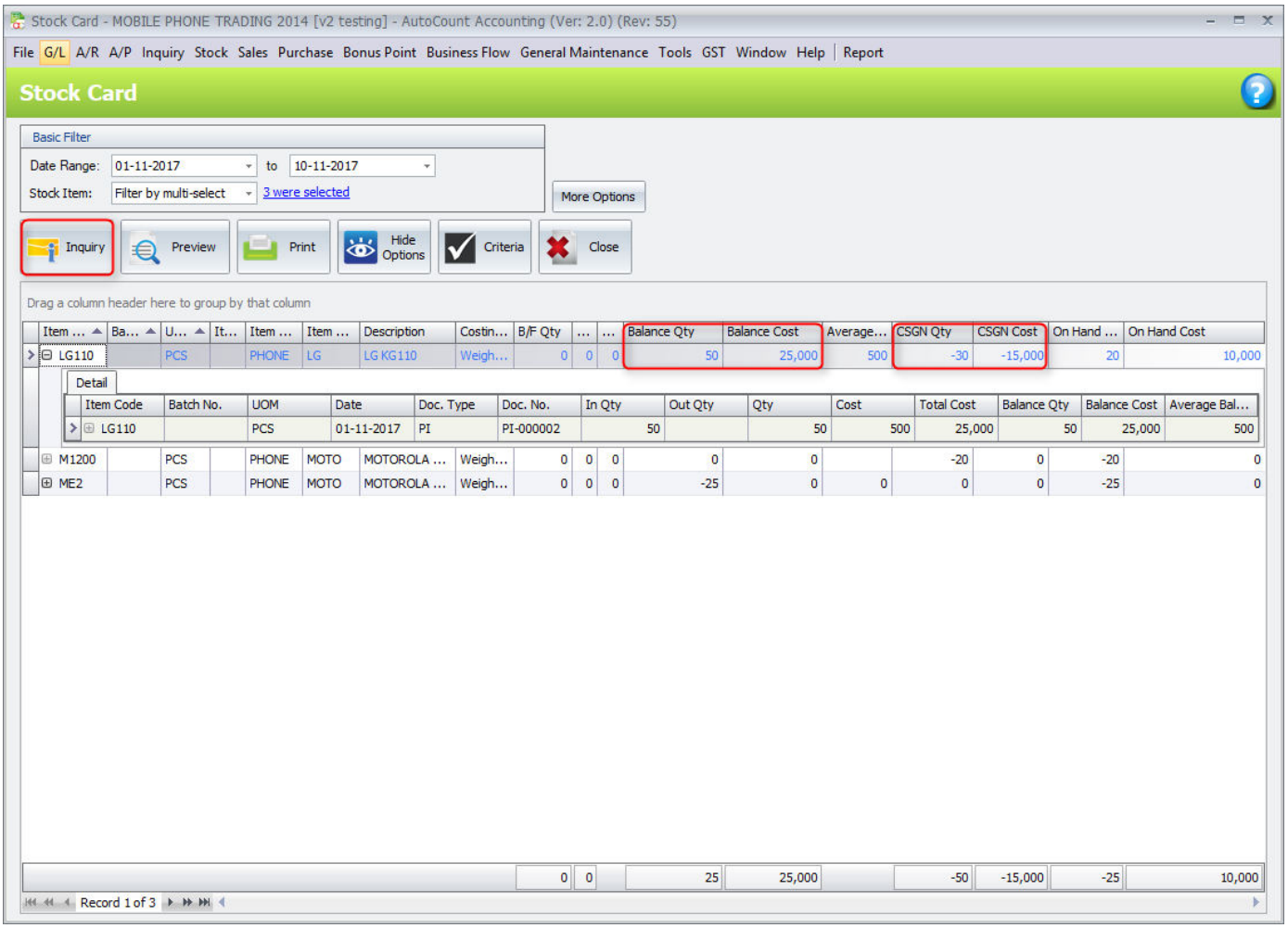
5.1 Stock Card Report

1. Go to *Stock > Stock Card Report*,
2. Define filter option, for Stock Item, select *Filter by multi select*,



3. Click on *OK*,
4. Click on *Inquiry*..
5. Click on '+' sign before item code to expand the details.

Scan to visit our AutoCount Website



Note: When item is consigned, stock card will record the consigned item, however it is not considered sold. If you study the Stock Card carefully, there are two stock balance quantity: Balance Qty and Balance Qty After CSGN.