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Easy Item Batch NoPlug-In

1.0 Introduction

The AutoCount Easy Batch No Plugin simplifies the batch number assignment process, especially useful for industries like pharmaceutical and manufacturing. This plugin enables users to efficiently update batch numbers for previously issued invoices, ensuring accuracy and stock traceability.

2.0 Installing the Plug-In

1. Go to ***Tools > Plug-In Manager***
2. Click on the "**Install**" button.
3. Browse for the related **.app file** (Easy Batch No)
4. A new window will prompt with some basic information of this plug-in.
5. Click on the "**Install**" button again to proceed.
6. A confirmation message will be prompted after that.
7. Click "**Yes**" to confirm the installation.
8. A success message will appear after the plug-in is installed correctly.

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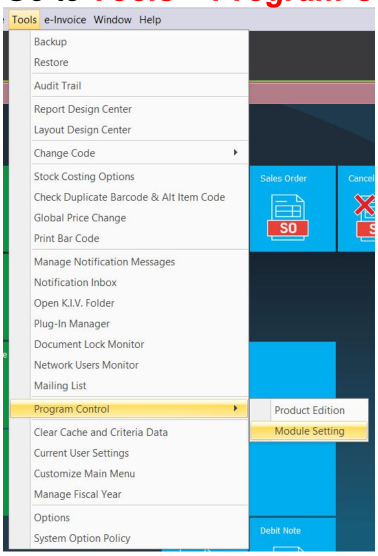
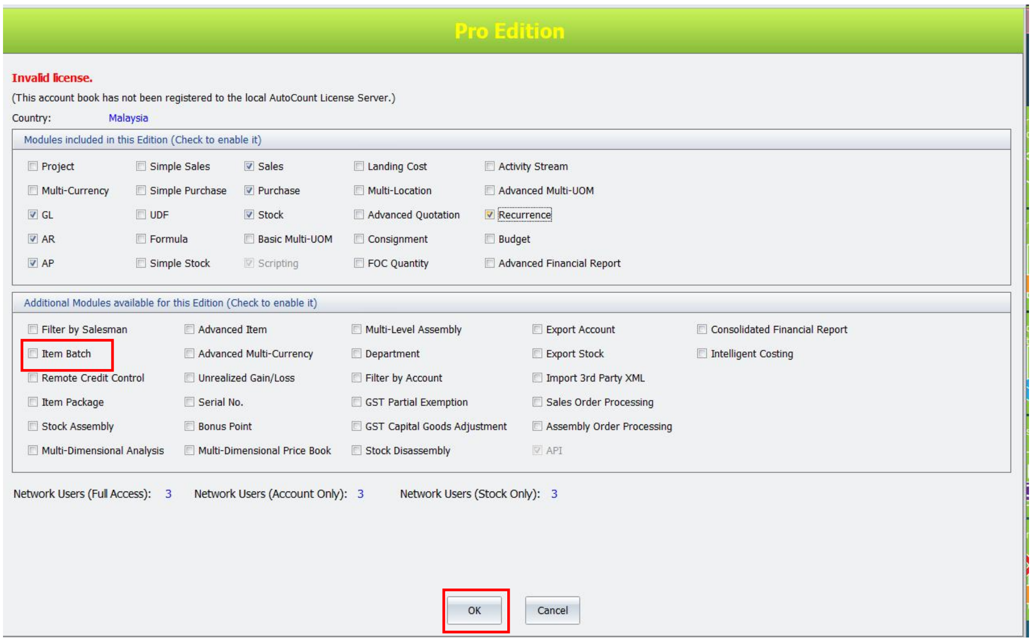
3.0 Enabling Item Batch Module

Before using the plugin, the Batch module must be activated.
Steps:
Go to ***Tools > Program Controls > Module Setting***



Tick the checkbox for **Item Batch**
Click **OK** to save



Click OK to save

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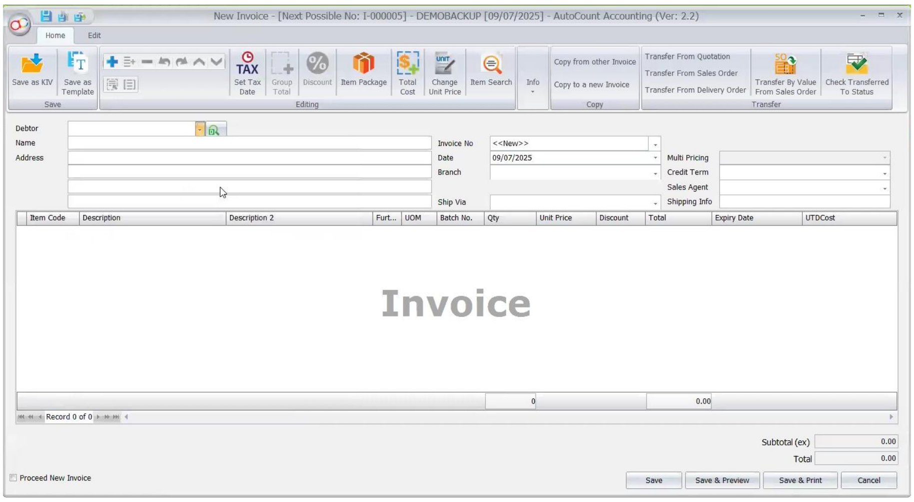
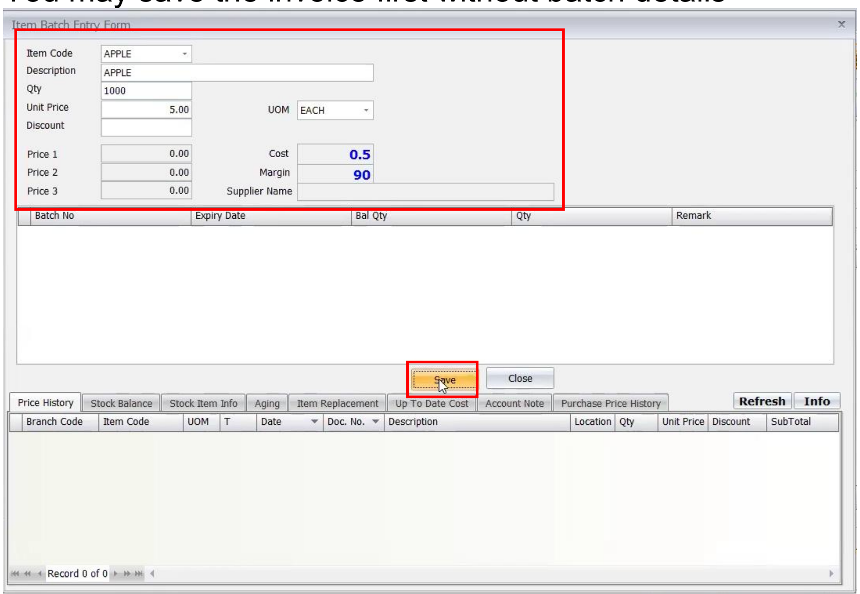
4.0 Creating Sales Invoice with Batch Control

Steps:
Go to ***Sales > Sales Invoice***

Click **New**, and select a Debtor
Click "**+**"



Choose the item (already batch-controlled)
You may save the invoice first without batch details



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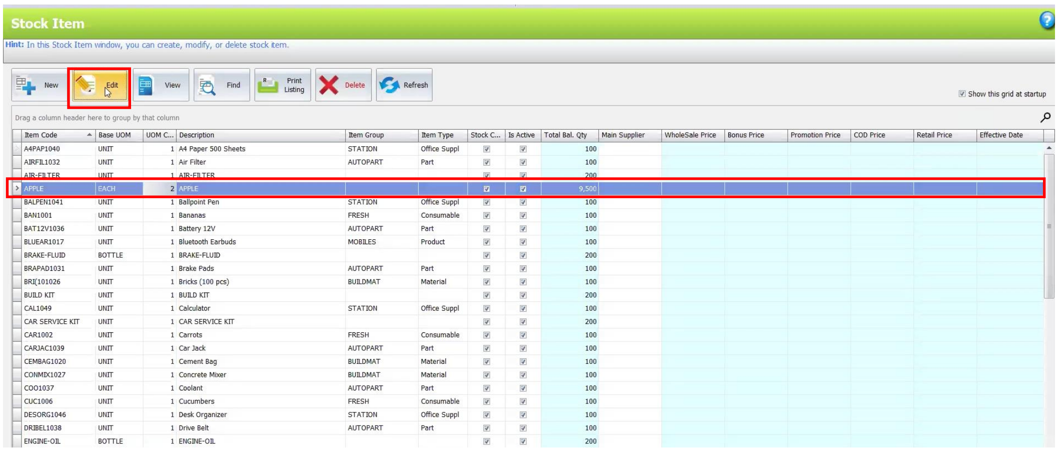
5.0 Stock Item Maintenance

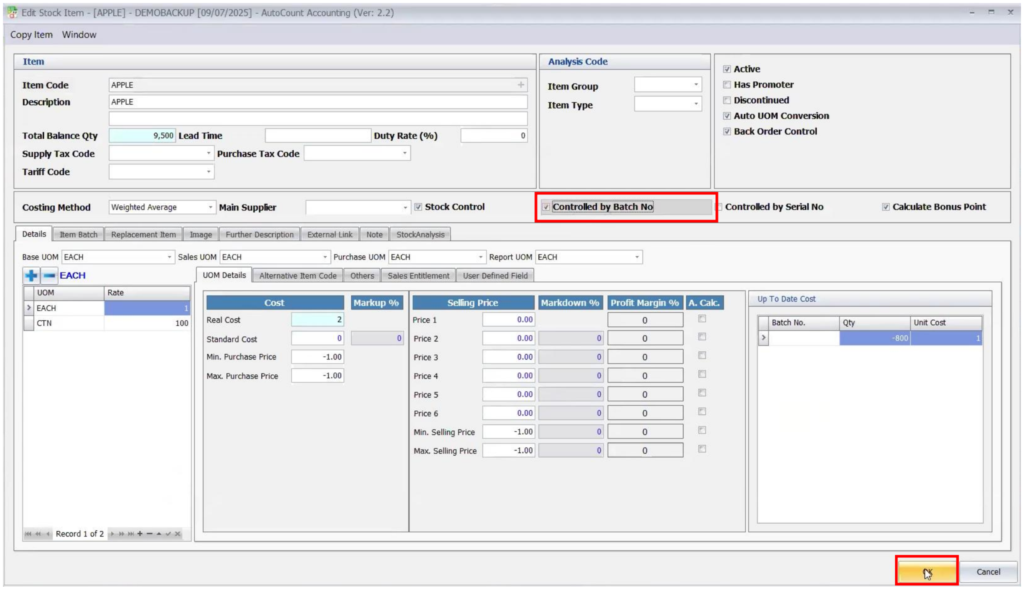
Steps:

Go to ***Stock > Item Maintenance***

Select the Item and Click **Edit**



Tick **Controlled by Batch No**
click **ok**



6.0 Creating Invoice with Credit Term

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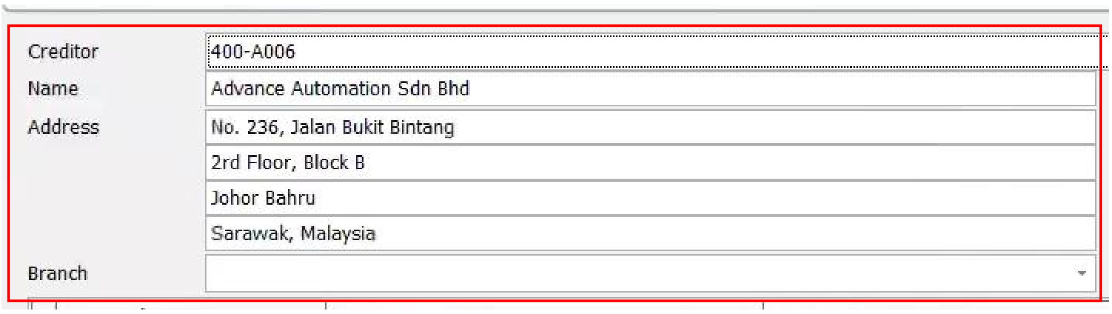
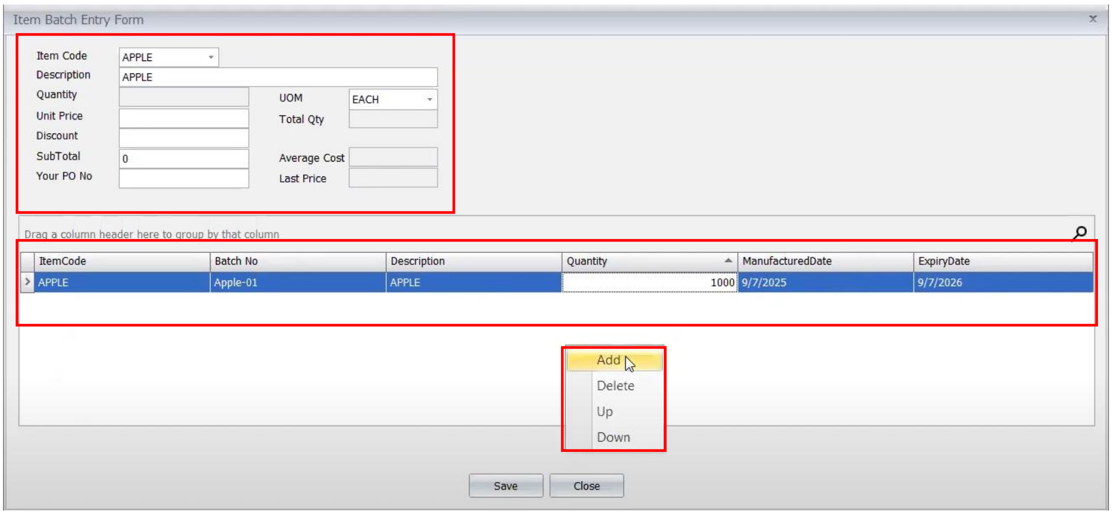
Steps:

Go to ***Purchase > Purchase Invoice***

Select the Creditor



Click “**Add**”
Choose the same item
Enter the quantity, and Batch No
Save the invoice



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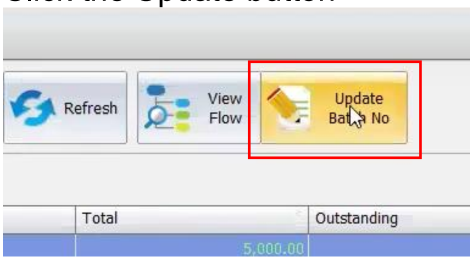
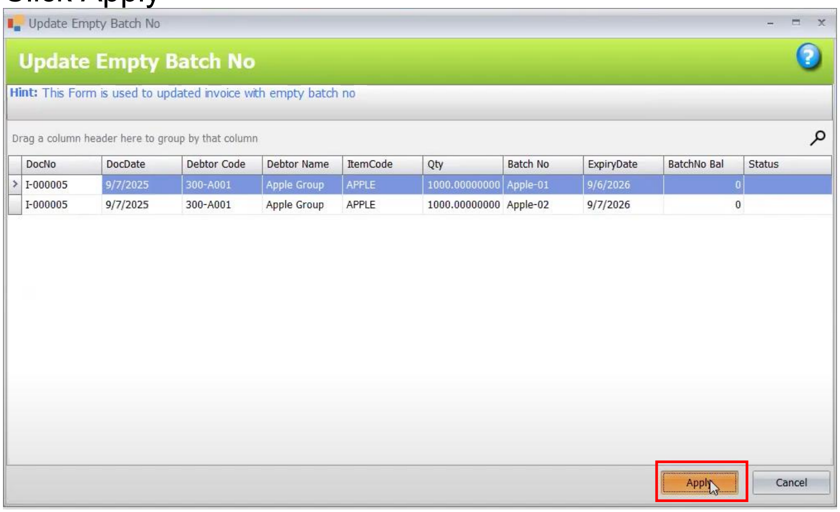
7.0 Updating Batch Number in Sales Invoice

Steps:
Go to ***Sales > Invoice***

Click the Update button



The system will display eligible items for batch number update
Click Apply



The system auto-updates the Batch No in the sales invoice