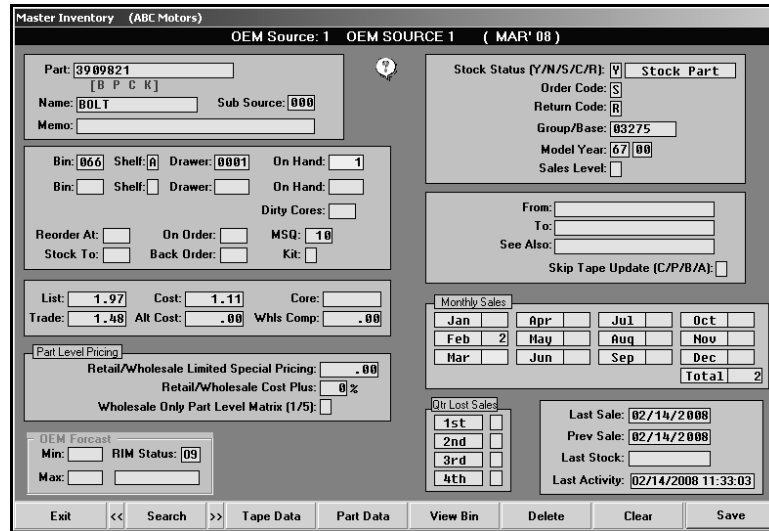


Chapter 4 Master Inventory

The Master Inventory screen allows you to view and manage inventory information. This screen pulls information from your inventory files and the current price tape. You use the Master Inventory screen to add parts to your inventory, view information for parts that have already been added to the inventory, or view information from the current price tape.



Master Inventory (ABC Motors)
 OEM Source: 1 OEM SOURCE 1 (MAR' 08)

Part: 3909821 [B P C R]
 Name: BOLT Sub Source: 000
 Memo:

Bin: 066 Shelf: A Drawer: 0001 On Hand: 1
 Bin: Shelf: Drawer: On Hand:
 Dirty Cores:
 Reorder At: On Order: MSQ: 10
 Stock To: Back Order: Kit:

List: 1.97 Cost: 1.11 Core:
 Trade: 1.48 Alt Cost: .00 Whls Comp: .00

Part Level Pricing
 Retail/Wholesale Limited Special Pricing: .00
 Retail/Wholesale Cost Plus: 0%
 Wholesale Only Part Level Matrix (1/5):

OEM Forecast
 Min: RIM Status: 09
 Max:

Stock Status (Y/N/S/C/R): Stock Part
 Order Code: S
 Return Code: R
 Group/Base: 03275
 Model Year: 67 00
 Sales Level:

From:
 To:
 See Also:
 Skip Tape Update (C/P/B/A):

Monthly Sales
 Jan Apr Jul Oct
 Feb 2 May Aug Nov
 Mar Jun Sep Dec
 Total 2

Qtr Lost Sales
 1st
 2nd
 3rd
 4th

Last Sale: 02/14/2008
 Prev Sale: 02/14/2008
 Last Stock:
 Last Activity: 02/14/2008 11:33:03

Exit << Search >> Tape Data Part Data View Bin Delete Clear Save

When you open this screen, you will enter a part number in the **Part** field. If the part is in the inventory or on the price tape, the part information is displayed on the screen. If the part is not in the inventory or on the price tape, the screen will not display any information. Instead, the cursor will advance to the **Bin** field, and you will have to manually add the part information.

Adding a New Part

If you need to add a part that is not in your inventory or on the price tape, you must manually enter and maintain the information for the part.

1. Click **Master Inventory**. The Master Inventory screen appears.
2. Type the part number in the **Part** field. (If this part does not exist in the inventory or on the price tape, no information is displayed on the screen.)
3. Continue to enter the appropriate information in each field. The table on the following pages lists the fields on the Master Inventory screen and identifies the information required in each field. Use it to help you complete the screen.
4. Press ENTER to advance to the next field.
5. Click **Save** to save the part information.

Field	Information it requires
Part	Type the part number. You can also enter a partial part number, and click Search . The system will search for the first occurrence of this number. Click the arrows on each side of the Search button to scroll through the part numbers. This field holds up to 20 alphanumeric characters.
Name	This field displays the name/description of the part.
Subsource	If you use subsource management, type the subsource for the part. You create subsources using the Subsource Management option on the System Setup & Updates menu. If a part is associated to a subsource, the parameters defined for that subsource will be used when the part is sold or scanned for resupply. If a part is associated to a subsource that does not exist, the subsource parameters for subsource 000 will be used. If a part is not associated to any subsource, then subsource 000 will be used. Subsource 000 is the default subsource that comes preloaded in the system.
Memo	This field displays any additional information about the part that needs to be added. Up to 30 characters can be entered in this field. This information will be displayed whenever the part is added to a counter slip or repair order. Whenever the system adds a new record for a part that is not in the inventory and records the first sale, it records the document number and sale date in this field.
Bin	This field displays the bin number where the part is located. The field can contain up to three characters. Although the bin is usually numeric, ranging from 1 to 999, this field can contain alpha characters to accommodate special locations other than bins. There are two fields to accommodate dealers with two locations but one inventory file. This allows you to track the parts for each location separately. <u>Do not</u> use a mixture of the bin and shelf in this field. Be consistent when entering bin numbers. The system considers 001, 01, and 1 as different bins. Use leading zeros to fill this field if you want bin locations to be sorted in strict numeric sequence (as with a physical inventory).
Shelf	This field displays the shelf location within the bin where the part is located. The shelf is usually an alpha character (A to Z). There are two fields to accommodate dealers with two locations but one inventory file. This allows you to track the parts for each location separately.
Drawer	This field displays the drawer location within the bin and/or shelf where the part is located. This field can hold up to four alphanumeric characters. There are two fields to accommodate dealers with two locations but one inventory file. This allows you to track the parts for each location separately.
On Hand	This field displays the current stock on hand. This field holds up to four digits. <u>Do not use this field to receipt parts in your inventory.</u> There are two fields to accommodate dealers with two locations but one inventory file. This allows you to track the parts for each location separately.
Dirty Cores	This field indicates the dirty cores in stock. Dirty cores are added to inventory based on the entry in the C field on the counter Parts Sales and Service Line Parts screens. You can edit this field as needed.

Field	Information it requires
Reorder At	This field displays the lowest quantity you want in stock.
Stock To	This field displays the highest quantity you want in stock.
On Order	This field displays the quantity on order.
Back Order	This field displays the quantity on back order.
MSQ	This field displays the minimum sales quantity for parts that must be purchased in minimum package quantities. This information usually pulls from the Price Tape.
Kit	This field identifies a part as a kit. This information usually pulls from the Price Tape.
List	This field displays the manufacturer's suggested list price for the part. This value usually pulls from the Price Tape when available.
Trade	This field displays the manufacturer's suggested trade price. If this price is not included on the Price Tape, the value is calculated using parameters entered using the Default Tape Parameters button on the System Setup & Updates menu.
Cost	This field displays the amount you pay an OEM supplier for this part. In most cases, this value usually pulls from the Price Tape.
Alt Cost	This field displays the price you pay when the OEM part can be purchased from a wholesale distributor at a discounted rate.
Core	This field displays the amount of the returnable core and separate value. This value usually pulls from the Price Tape.
Whls Comp	This field displays the wholesale compensation amount for the part. This value usually pulls from the Price Tape.
Part Level Pricing	
Limited Special Pricing	This field is used to set limited special pricing on individual parts. Typically, this pricing is used for special sale pricing for service sales. If you want to use special sale pricing for counter sales, use the More Operating Defaults button on the System Setup & Updates menu to change the parameters.
Retail Cost Plus (%)	This field is used to set the percentage that should be used for cost plus pricing on the part as an alternative to using limited special pricing. Type the appropriate percentage.
Wholesale Only Part Level Matrix (1/5)	This field is used to apply the cost plus markup percentage from the parts matrix to calculate the selling price for a specific type of customer. The matrix levels are set through the Wholesale Pricing Levels button on the System Setup & Updates menu. Type the level you want to assign the part.
Stock Status {Y/N/S/C/R}	This is the stocking status of the part. Type the letter that corresponds to the stocking status for the part: Y if the part is normally stocked, N if the part is not normally stocked, S if the part is a special order part, C if the part number has changed, or R if the part has been returned within the last year.

Field	Information it requires
Order Code	The entry in this field is used to generate a specific type of order. The entry defaults to S for regular stock parts, but other entries can be added to meet the needs of your dealership.
Return Code	This field displays the return status of the part. Typical entries are R for returnable, N for non-returnable, or * for last time returnable. This information usually pulls from the Price Tape.
Group/Base	This field displays the group or base the part is assigned. This information is used to group parts into related "families." This information usually pulls from the Price Tape.
Model Year	This field displays the model year range this part will fit. This information usually pulls from the Price Tape.
Sales Level	This field displays the manufacturer's sales or reorder level. This information is for informational purposes only and is not used to calculate orders. This information usually pulls from the Price Tape.
From	This field displays the part number that is being replaced with the part number displayed in the Part Number field.
To	This field displays the part number that is replacing the part number displayed in the Part Number field.
See Also	This field indicates if another part number is affected by the new part numbers in the From and To fields.
Skip Update (C/P/B/A)	This field is used to bypass the periodic price tape update. Type the letter that corresponds to what you want to bypass during the update: C for cost, P for list price, B for both, or A for all updates.
Monthly Sales	These fields display the quantity of the part sold each month and the total number of parts sold. The system automatically updates these fields as sales are posted.
Qtr. Lost Sales	These fields display the number of lost sales per quarter. The system automatically updates these fields as sales are posted.
Last Sale	This field displays the date this part was last sold. The system automatically updates this field as sales are posted.
Prev Sale	This field displays the date of the second to last time this part was sold. The system automatically updates this field as sales are posted.
Last Stock	This field displays the date the part was last stocked. The system automatically updates this field as parts orders are generated.
Last Activity	This date is automatically updated as the part is sold and stocked. This identifies the last time activity was recorded for this part.

Viewing and Editing Part Information

Once a part is entered into the inventory, or available on the price tape, you can recall the part information and edit it on this screen. When viewing information for existing parts, you should use this screen primarily as an information screen. *Do not* change part numbers or on-hand quantities on this screen.

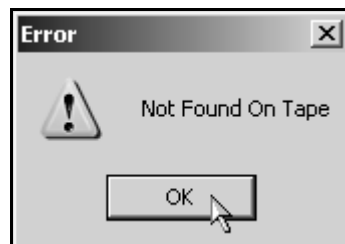
1. Type the part number. You can search for a part by entering a partial part number and clicking **Search**. The system will search for the first occurrence of this number. Click the arrows on each side of the **Search** button to scroll through the part numbers.
2. The part information fills in on the screen.
3. If necessary, edit the information. Do not make changes to the part number or on-hand quantity.
4. Click **Save** to save the changes.

Viewing the Price Tape Data

Use the **Tape Data** button to view the price tape information for the selected part. This displays the price tape information on the Master Inventory screen rather than the information that was entered and saved for the part.

1. Select the part.
2. Click **Tape Data**.
3. The price tape data for the part fills in on the screen.

If you try to pull part data for a part that is not on the price tape, the system prompts you to indicate it cannot find information for the selected part on the price tape. Click **OK** to acknowledge the message.



OEM Part Interface

Use the **Part Data** button to enter supplemental part data that is required for OEM interface. There are fields on this screen specific to Chrysler, General Motors, and Ford Dealers.

1. Select the part.
2. Click **Part Data**. The Supplemental Part Data screen appears.

The screenshot shows the 'Supplemental Part Data' window with the following fields and values:

- Exclude From Matrix Pricing {Y/N}:
- Exclude From All Discounts {Y/N}:
- Parts Locator Download Flag:
- Part/Accessory/Other (P/A/O): P
- Defer Return By (+ Days):
- System Setup Date: 03/01/2008
- First Stocking Date: 03/01/2008
- Chrysler Supercedence Suffix:
- Promotion Code:
- Price Symbol:
- Application Code:
- OEM Part Number Format: 03909821
- GM Required Stocking Part Flag:
- Ford Prefix:
- Ford Base Number:
- Ford Suffix:
- Ford Alpha Character In Base:
- Last Activity: 02/14/2008 11:33:03
- Prior Year Sales:
 - Q1 Sales: 1: 2: 3:
 - Q2 Sales: 4: 5: 6:
 - Q3 Sales: 7: 8: 9:
 - Q4 Sales: 10: 11: 12:

3. Type the appropriate information in each field. The following table lists the fields on the Supplemental Part Data screen and identifies the information required in each field. Use it to help you complete this screen.
4. Click **Save** to save the information.

Field	Information it requires
Exclude Matrix Pricing (Y/N)	Indicate if the retail matrix should be used to determine the retail-selling price for the part. Type Y for yes or N for no.
Exclude From All Discounts (Y/N)	Indicate if the part should be excluded from all discounts. Type Y for yes or N for no.
Parts Locator Download Flag	Indicate if the part should be included or excluded in the "Download Inventory to Disk" utility. Type the flag used for the parts locator download. This field accepts any characters, but E and * are the most common. Type E to always exclude the part from the download, or type * to flag only the selected parts that you want to download.

Field	Information it requires
Part/Access/Other	Indicate if this is a part, accessory, or other item. Type P for part, A for accessory, or O for other. If you choose to change the default entry, you must coordinate the change with Accounting.
Defer Return By (+ Days)	Type the number of days that should be used to defer the part return. This is often needed for new model parts or IOP programs.
System Setup Date	Type the setup date for the Parts Inventory system.
First Stocking Date	Type the date you first stocked this part.
Chrysler Supercedence Suffix	Chrysler dealers should type the appropriate supercedence suffix for parts with a part number greater than eight digits.
Promotion Code	Type the appropriate promotion code for the part.
Price Symbol	Type the price symbol for the part.
Application Code	Type the application code for the part.
OEM Part Number Format	Type the OEM part number format.
GM Required Stocking Part Flag	General Motors dealers should type the stocking flag if this is a required stocking part. General Motors dealers should refer to their <i>General Motors Parts System and Critical Level Restocking</i> manual for information about critical level restocking.
Ford Prefix	Ford dealers should type the part's prefix.
Ford Base Number	Ford dealers should type the part's base/group number.
Ford Suffix	Ford dealers should type the part's suffix.
Ford Alpha Character In Base	Ford dealers should type the alpha character in the part's base/group number.
Last Activity	This date is automatically updated as the part is sold. This identifies the last time activity was recorded for this part.
Prior Year Sales	These fields display the quantity of the part sold each month during the previous year. The information is grouped into four quarters.

Viewing Parts in a Specific Bin

Use the **View Bin** button to view and print a list of the parts in a specific bin. If you click a part in the bin list, the part information is displayed on the Master Inventory screen. The screen will hold the last bin list displayed until you exit the Parts Inventory module.

Viewing the Bin List

1. Click **View Bin**. The View Parts For Bin screen appears.
2. Type the bin number you want to view. (If the number is less than three characters long, you must press ENTER.)
3. The screen displays a list of the parts in this bin. You can click any column header to sort the list based on that column. If the part list does not fit on the screen, use the scroll bars to scroll through the list.

View Parts For Bin							
"Click" Header Column To Sort							
Part Number	Bin	On Hand	On Order	Description	Cost	Extension	Base/Group
16212460	039	1	0	SENSOR	46.63	46.63	03682
19112543	039	1	0	SENS REM	124.10	124.10	03682
19112549	039	1	0	SENS REM	184.16	184.16	03682
19178116	039	2	0	SENSOR	64.73	129.46	03682
19178918	039	2	0	SENSOR	54.40	108.80	03682
19178924	039	1	0	SENSOR	74.50	74.50	03682
19178958	039	3	0	SENSOR	67.01	201.03	03682
24577622	039	2	0	SENSOR	41.90	83.80	03682
25162693	039	1	0	SENSOR-O	29.55	29.55	03682
25166816	039	1	0	SENSOR-O	34.11	34.11	03682
25180303	039	1	0	SENSOR K	126.54	126.54	03682
25312184	039	1	0	SENSOR-O	44.37	44.37	03682
25312196	039	1	0	SENSOR-O	72.57	72.57	03682
25312197	039	1	0	SENSOR-O	70.29	70.29	03682
25312200	039	0	0	SENSOR	73.63	.00	03682
25312201	039	0	0	SENSOR	73.99	.00	03682
25312203	039	0	0	SENSOR-O	70.13	.00	03682
25312206	039	1	0	SENSOR	89.81	89.81	03682
25318321	039	0	0	SENSOR	63.72	.00	03682
25333812	039	1	0	SENSOR	90.23	90.23	03682
3544534	039	0	0	GASKET	3.59	.00	03690

Back View Parts In Bin: 039 "Click" Line To View Part Data Remove Zero O/H Show Zero O/H Print List

4. By default, the list includes all parts in the bin. Click **Remove Zero O/H** to remove parts from the list that have an on-hand quantity of 0 (zero). The button turns yellow to indicate this is the display option. Click **Show Zero O/H** to include these parts in the list again.
5. Click the part you want to select. The part information is displayed on the screen.

Printing the Bin List

1. Click **View Bin**.
2. Type the bin number.
3. Click **Print List**.
4. When prompted to verify your printer is ready, select your print criteria.

Deleting a Part

Use the **Delete** button to delete a part from the inventory. Once you delete a part, you cannot recall the part information, so verify that you want to delete the part before using this feature. The only way to retrieve a deleted part is to manually re-enter the information.

1. Select the part.
2. Click **Delete**.
3. Click **OK** when prompted to verify you want to delete the record.

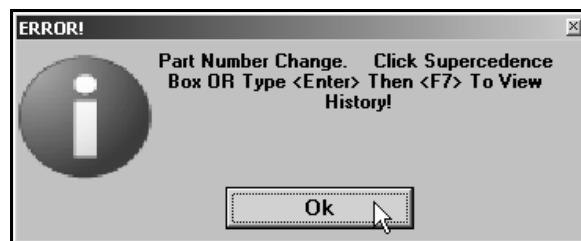
Understanding Supersession Files

A supersession file holds a list of parts that have changed from one part number to another. The process begins after you successfully complete the Parts Price Tape download at the beginning of the month (**Setup & Updates>Price Tape Updates>Update To Manufacturer's Price Tape**). After the update, the Parts Manager needs to decide whether to print the "Print Number Changes From Last Price Tape" list or the "Print Price & Number Changes From Price Tape" list. Both of these lists will provide a list of part numbers that have changed and provide the parts manager the opportunity to decide the next course of action for those parts that have changed numbers.


Then, the Parts Manager will need to process the supersession information using the Parts Number Change menu (**Setup & Updates>Part Number Changes**). The first three buttons on this menu allow changes to the parts individually. The **Move ALL Data From Changes On Last Tape** option allows you to process all the supersession information for all the changed parts at one time instead of having to review each part number and change it individually. This process flags the superceded parts with a stock status of **C**.

For Chrysler dealers who participate in the 5300 program, the DCID 5300 adds all parts with a stock status of **C** and an on-hand quantity of **0** (zero) to a list. This list of parts is sent in the Supersession file to DCID 5300 through the Autosoft DCID 5300 program, which resides on a computer at your dealership. When this file is missing or corrupted, Mopar will contact you and/or your Autosoft, Inc. 5300 support personnel for resolution.

When you update from price tapes and there is a change in a part number, the system displays a message to inform you the part number has changed. Click **OK** to acknowledge this message.



The system displays a red box next to the **From** field. The **To** field displays the new part number. When you click the “Click’ Here To View History” message (or press F7), the system displays the supercession history for the part. To view information for a part in the supercession history, click the part in the list, and click **Select**. The Master Inventory screen will display the part information.

"Click" Here To View History 	From: <input type="text" value="52474990"/>
	To: <input type="text" value="89018377"/>
See Also: <input type="text"/>	Skip Tape Update (C/P/B/A): <input type="checkbox"/>

Supercession History for '52474990'			
	PART	O/H	LOCATION
1	52474990		
2	52491801		SPO
3	89018377		

Timeout Feature

The Master Inventory screen has a “time out” feature that automatically closes the screen if the screen remains idle for five minutes. This means that if the screen is open but no activity is taking place on the screen (no information is being added), the system closes the screen after five minutes and returns you to the Parts Inventory menu. This feature helps to prevent file lockout. Once a file is open on one computer, it cannot be accessed from another computer. Therefore, this feature helps regulate access to inventory files in the event users walk away from their desk or tend to other tasks while an inventory file is open on their screen.