

Stock

Warehouse > Stock (By Shipment)										
☒ Goods Receipt ☒ Stock (By Shipment) ☒ Stock (By Product)										
Product	Description	Qty	Qty (available)	Unit	Area	Inspection no.	GRN	Location	Stage	
Q	Q	Q	Q	Q	Q	Q	Q	Q	Q	
Spider Rotex GS 19	Spider Rotex GS 19	20.00	20.00	Pieces	Store area	IS23.1002	RN23.1002	Store area / 456	In stock	
Hub Rotex 24	020242100040 Hub un...	30.00	18.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub Rotex 28	020285100040 Hub un...	30.00	22.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub Rorex 28	hub Ø28 pilot bored 7...	30.00	30.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spidef Rotex 75	020751000042 SPIDER ...	30.00	27.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub Rotex 90	020903000050 Hub Ø3...	20.00	20.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spider Rotex 90	020901000045 SPIDER ...	5.00	1.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spider Rotex 90	020901000042 SPIDER ...	10.00	9.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub polynorm 65	950654300052 HUB P...	4.00	4.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spider Rotex 24	020241000045, Spider ...	25.00	7.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spider Rotex 28	020281000042, ROTEX ...	5.00	1.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub ROTEX 55	020553000050 ROTEX ...	50.00	50.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spider Rotex 55	020551000042 ROTEX ...	15.00	5.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Spider Rotex 55	020551000045 ROTEX ...	15.00	15.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub Rotex 19	020196000040 Hub un...	20.00	19.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub ROTEX 19	020196100050 ROTEX ...	6.00	6.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Elastomer element 85	Elastomer Ring Poly N...	10.00	5.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
Hub ROTEX 24	020246000040 ROTEX ...	8.00	2.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
EHC	Documentation	1.00	1.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	
EUR1	EUR1	1.00	1.00	Pieces	Store area		RN23.1005	Store area / Warehouse	In stock	

Overview

Workflow

1. Open the warehouse stock list from **Warehouse**, then select the view that matches your review:
 - Select **Stock (By Product)** to review quantities grouped by product.
 - Select **Stock (By Shipment)** to review stock by shipment.
2. Review the stock information shown in the list. Use the available columns to identify the product and its warehouse information, including **Product Description**, **Qty**, **Qty (available)**, **Unit**, **Area**, **Inspection no.**, **GRN**, and **L**.

Note: Use **Qty (available)** when you need to distinguish available stock from the total quantity shown in **Qty**.

3. Decide whether you need to narrow the list:
 - To find a specific item or value, enter search criteria in **Search**.
 - Select **Apply filter** to refresh the list using the selected search or filter criteria.
 - To return to a broader review, remove or revise the search criteria and select **Apply filter** again.
4. Decide whether the current columns are suitable for your review:
 - Select **Columns Chooser** to choose the columns needed for the task.
 - To use the default arrangement, select **Standard Layout**.
 - To save a new list arrangement, select **Add Layout**, enter a **Layout name**, and select **Save**.
 - To keep changes to the active layout, select **Update Current**.
 - To remove an unwanted saved arrangement, select **Delete Current** or **Delete**, as appropriate.
5. When the filtered list contains the information you need, select **Export** to export the displayed stock data for further review or reporting.

Examples

A warehouse manager needs to check whether the product *Spider Rotex GS 19* is available in the store area before it is used for a job.

1. Open **Warehouse** and select **Stock (By Product)**.
2. In **Search**, enter **Spider Rotex GS 19** and select **Apply filter**.

3. Review the matching row. Confirm the product description, then compare **Qty** with **Qty (available)**. Check **Unit** to confirm that the quantity is recorded in pieces and review **Area** to identify the listed warehouse area.
4. If the manager needs to share the result with the project or purchasing team, select **Export** after applying the filter.

Tip: Apply the filter before exporting so that the export contains only the stock records relevant to the review.

Tips

Tip: Use **Stock (By Product)** when product quantities are the primary focus, and use **Stock (By Shipment)** when you need to review stock in relation to shipments.

Note: Save a named layout only when the selected columns are useful for repeated reviews. Use **Update Current** to retain later changes to that layout.

Warning: Select **Delete Current** or **Delete** only when you no longer need the saved layout.

Troubleshooting

Symptom	Likely cause	Fix
The required product is not visible in the list.	The current search or filter criteria are excluding it.	Revise or clear the value in Search , then select Apply filter .
The list does not show the information needed for review.	The required column is not included in the active layout.	Select Columns Chooser and add the needed column, or select Standard Layout .
Changes to a saved layout are not retained.	The active layout was changed but not updated.	Select Update Current after making the required layout changes.

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