



ating a New Stockroom Item				
Chemstore  Chemstore	Customer Catalog #	Active Inactive Active duct Bar Code Label		<ul> <li>Basic information for Stockroom item</li> <li>Name</li> <li>Customer Catalogue # (e.g. LCS- XXXX-XXXX or UCS-XXXX-XXXXX)</li> <li>Select 'Stock As' (e.g. EA)</li> <li>Descriptive Information:</li> <li>Description</li> <li>Image (Attach image file for produc by clicking 'Browse' button.)</li> </ul>
Image Brand Maximum of 100 characters UNSPSC	Maximum Manufacturer Part # K Maximum of 32 characters Commodifi	n of 250 characters  Price AUD  X Value >= 0  X	×	<ul> <li>Stock Master Label (Manufacturer name for stock item)</li> <li>Brand (e.g. vendor, supplier &amp; distributor)</li> <li>Manufacturer Part #</li> <li>Price (Advertised price for the endor)</li> </ul>
Product Category Custom 1 Maximum of 100 characters	Maximum     Sustom 2	n of 100 characters	×	
<ul> <li>Count Stock Defaults</li> <li>Visual Stock Defaults</li> <li>Material Selection</li> <li>Replenishment Specification</li> </ul>				user)





Match Material X Search Term Search Q Select ✔ Close	<ul> <li>Create Stockroom item type</li> <li>ERM containers</li> <li>Select "Material selection" tab</li> <li>Click "Match" button</li> <li>Match material window will pop, search for correct material</li> <li>Click "Select" button to confirm selection</li> </ul>
<ul> <li>✓ Material Selection</li> <li>Material Name Match ▲ Remove ✓</li> <li>Pkg Quantity Fkg UoM Pkgs Per Stock Unit * Create Containers         1 × None ✓</li> </ul>	<ul> <li>Fill in the following from the drop-down menu</li> <li>Pkg Quantity</li> <li>Pkg UoM</li> <li>Pkgs Per Stock Unit</li> </ul>
Count Stock Defaults     EOQ     Reorder Point     Value > 0. Default value is 1.     Value >= 0. Default value is 0.	<ul> <li>Count items</li> <li>Type in the desired EOQ and Reorder point values (refer to page 54)</li> </ul>





	Replenishment Specifications:
Replenishment Specification     Select a Supplier to Create     Filter	Select the "Supplier" from drop menu
Select a Supplier to Create Filter Keplenishment	
	Supplier Cataloguette
Supplier Catalog # Spend Director SKU	Supplier Catalogue#:
Maximum of 32 characters	
Stock Units/Item Price Currency	Stock Units/Item (number of stock units
1     X     Value >= 0     X   AUD - Australian Dollar	that are received when this catalogue
	item is ordered from the supplier. This
Note	
Maximum of 4000 characters	value is also used in determining the
	number of product labels to print in the
	receiving when a product label is
	printed by ERM.
	Drice (price from the supplier)
	Price (price from the supplier)



