



There are some settings you can take advantage of to have control of where you see this.

Go to Administration > System Initialization > General Settings > Inventory Tab

There are a couple of checkboxes under the title Display Inactive Items In on the upper right section of the tab. Set those as desired.

The screenshot shows the 'General Settings' window with the 'Inventory' tab selected. The 'Reporting' sub-tab is active. The 'Display Inactive Items In' section is highlighted with a red circle, showing two checked checkboxes: 'Reports' and 'Marketing Documents'. Other settings include 'Management Method' set to 'On Every Transaction', 'Unique Serial Numbers by' set to 'Lot Number', 'Basic Setting for Batch Status' set to 'Released', and 'Default Warehouse' set to 'Main Warehouse'. The 'Set G/L Accounts By' dropdown is set to 'Item Group'. There are also several unchecked checkboxes for auto-adding warehouses, UoM group definitions, and package definitions to new and existing items. The window has 'OK' and 'Cancel' buttons at the bottom.