Inventory Count documents are used to display/confirm the inventories as of a specific chosen date in Orchestrated. Once counted, they can then be copied to an Inventory Posting sheet to reconcile any variances.

The following video will show how to perform inventory counts and postings in Orchestrated Software:

A downloadable PDF version can be found here:

Inventory Counting and Posting

Inventory Count by Batch

Summary

Inventory Module > Inventory Transactions > Inventory Counting Transactions

Two step process

1. Count First
2. Then Post | This is recommended to be done by someone who wasn't the counter, typically an accounting/finance user.