

## Item Master Shortcuts

## Summary

Within Orchestrated Software it is possible to create a variety of documents directly from Item Master Data.

## How-To

1. Navigate to Inventory > Item Master Data



2. Search for the correct item within Item Master Data. On the bottom right hand corner, click **You Can Also** 

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3. From there, depending on if the item is a sales item or a purchase item you will get a different list of functions you can perform.

Sales Item Available Functions:

- Create Inventory Revaluation
- Create Inventory Transfer
- Create Inventory Transfer Request
- Create Production Order
- Create Goods Receipt
- Create Goods Issue
- Create Delivery
- Create Sales Order
- Create Sales Quotation
- Create AR Invoice
- Create GRPO
- Create Purchase Order
- Create Purchase Quotation
- Create AP Invoice

## Example:

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Purchase Item Available Functions:

- Create Inventory Revaluation
- Create Inventory Transfer
- Create Inventory Transfer Request
- Create Production Order
- Create Goods Receipt
- Create Goods Issue
- Create GRPO
- Create Purchase Order
- Create Purchase Quotation
- Create AP Invoice

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4. Choose the function you would like to perform and a screen with that document will pull up. Complete and submit the document as normal.