

# EZ-Task Basic Inventory Management Features

## (On-premise or Cloud-based)

- Windows 2000/XP/ Win 7,8,10 Operating System
- Deployed On-premise or Hosted on Amazon Workspaces Server
- Microsoft SQL 2005 or Express Database
- Multi-User, Multi-Tasking application written in Microsoft Visual Studio.Net
- Operates as a standalone application or as a networked application across a LAN/WAN
- Utilizes Big Graphical Function Buttons with Text to assist the users
- Comprehensive On-line help
- Periodic Physical or Perpetual Inventory
- Weighted Average Costing
- Maintain Supplier Information for Each Item with Cost
- Select Default Supplier & Supplier Number
- Maintain Multiple Alternate Vendors for Each Item with Cost
- Keep Track of Manufacturer and Product Code Number
- Record Case Pack, Inventory Unit of Measure, Pack Quantity
- Long Descriptions Names & Inventory Classifications/Categories/Sub-categories
- Associate Inventory Stock Items with Equivalent Commodity Items
- Calculates/Displays Purchase Item Amount on Hand by Location
- Calculates/Displays Commodity Amount on Hand by Location
- Displays Re-order Quantity
- Displays Item Maximum Quantity For Inventory
- Displays Item Lead Time
- Displays Graph of Stock Level
- Displays Average Case Cost
- Displays Inventory Unit of Measure Cost
- Handles Inventory in Multiple Warehouse/Schools
- Record Rebate Amounts or Special Promotion Data
- Easily Add Quantities to Stock by Location
- Easily Remove Quantities from Stock by Location with Reason For Item Adjustment
- Inventory Adjustments can be made by Case Pack or Smaller Unit of Measure
- Allows for Transferring Items by Case Pack or Smaller Unit of Measure Between Locations
- Provides an Item History Report of Inventory Adjustments by Date or Date Range
- Easily Add New Warehouse/School Locations
- Inventory Items can be Marked Active/In-active
- Store by Inventory Item Unlimited Length Comments, Bid Specifications, Storage Information, etc.
- Inventory Reconciliation Can Be Made to Individual Line Items by Location
- Easy to Use Physical Inventory Reconciliation Data Entry Screen
  - Allows for entering item counts and exiting program and re-entering program without losing previously entered item counts
  - Items can be entered from physical count sheets by case pack or smaller units of measurements
  - Updates and posts items entered from physical count sheets and displays/prints variance report by location
- **Utilizes a Simple Reports Wizard That:**
  - Allows for selecting individual location/warehouse or all locations
  - Generate reports by date or over a date range
  - Sort the reports by item number, description, supplier or supplier number
  - Filtering reports by active, inactive, classification, category or sub-category
  - All reports use Toggle Group Tree showing the hierarchy and subgroups in a familiar tree format
  - Reports are displayed to screen prior to printing
  - Reports can be exported to Excel or in a PDF, RTF format.

**Inventory Alternate Supplier Listing** – Provides a listing of items grouped by default supplier, showing default supplier, alternate supplier, supplier number, cost and lead time

**Inventory Items List – by Class, Cat, Sub-Category** – Provides a list of all inventory items, grouped by classification, category and sub-category with item number, description, supplier, supplier item number, quantity in-stock, inventory UOM, pack quantity, recipe UOM, maximum stock level and re-order level

**Inventory Item List – No Grouping** – Provides a listing of all items

**Inventory Valuation** – Provides a perpetual cost summary report showing the quantities in, the quantities out, quantity in-stock, average case cost, extended cost and supplier name

**Inventory Valuation Cost Summary – Grouped** – Perpetual cost summary report shows the quantities in, quantities out, quantity in-stock, average case cost, extended cost and supplier name, grouped by classification, category and sub-category

**Inventory Count Sheet** – Prints count sheets for doing physical inventory counts

**Inventory Stock Levels – by Classification, Category, Sub-Category** – Shows the quantity in stock, maximum stock level and re-order level by classification, category and sub-category

**Inventory Stock Levels – No Grouping** – Shows the quantity in-stock, maximum stock levels and re-order level

**Inventory Transactions** – Shows the detail activity history of items when filtered by location and date or date range

**Inventory Variance** – Shows the item number, description, beginning count, physical count, variance value, and person name that entered the physical counts.