Jim2 BUSINESS ENGINE®

Stocktake
Jim2® Business Engine

Fact Sheet

Simplify the process of stocktaking

Knowing the value of your stock on hand is an essential part of running any business.

Unfortunately, the process of counting and verifying your overall stock value is costly and time consuming, and in a fast paced business you may need to perform stocktakes regularly.

To simplify your stock management processes, Jim2 Business Engine offers integrated stocktake functionality that gives you high-level, real-time stock control and reconciliation.

Efficient, accurate and flexible

The stocktake functionality in Jim2 was developed to meet the specific needs of retailers, importers, wholesalers, distributors and service providers – yet it's flexible enough to meet the diverse needs of almost any product-centric, small-to-medium sized business.

Jim2 handles multiple rolling stocktakes based on extensive criteria, and caters for serial and batch numbers, kits, packages, consignment stock, and multiple unit measures.

Key features include:

- Support for informed and/or blind stocktakes
- Unique stocktake sessions with workflow and comments
- Multiple stocktake sessions at the same time
- Multiple counts per stock within the same session
- Automatic locking of stock while stocktake is in progress
- Support for all Jim2 stock types including serialised, special, attributed, and consignment
- Support for multiple stock unit measures
- Audit trail with ability to see who counted what and where
- Automatic generation of stock adjustments
- Back order sessions to handle unresolved count issues
- Full security over sessions, editing counts, and completion
- Full drill down to related stock and stock adjustment
- Real-time snapshot of the value of stock discrepancies
- Filtered sessions by unconfirmed counts and discrepancies
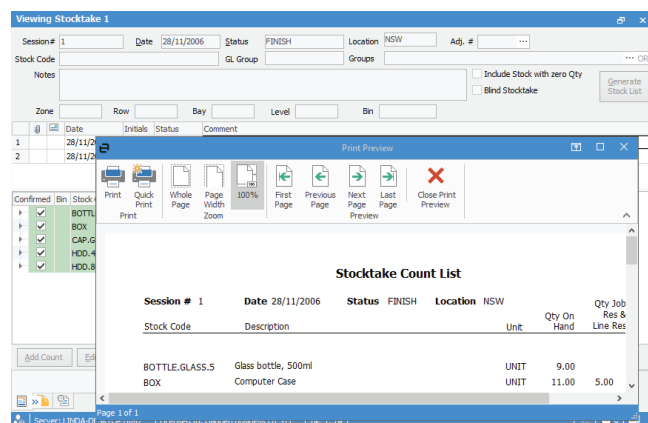- Strict serial scan option
- Automatic count confirmation

Informed vs. blind stocktakes

Jim2 supports both 'informed' and 'blind' stocktake methods:

Informed stocktakes: Jim2 shows how many of a stock line you should have on hand, and you simply verify that this is correct.

This approach is useful for identifying discrepancies between stock on hand and stock in the system. This method has the added benefit of forcing counters to investigate further to find missing items.

Blind stocktakes: With this approach no quantities are displayed or given to the counters. Each counter has to simply enter what they find and move onto the next item.

This method typically forces counters to take more care, as they have no idea how many of an item should be in stock, and would want to avoid having to double back and resolve discrepancies at the end of the stocktake.

Regardless of whether you run an informed or blind stocktake, the process will always run more smoothly if you use good stock control practices and weekly or monthly cycle counts.

Stocktake count modes

In addition to the informed or blind methods, Jim2 allows you to count stock using three distinct modes:

- **List mode:** The traditional stocktake method where you generate and distribute stocktake count sheets used for manual counting. When the counts are completed you enter the values straight off the hand-written sheets.

- **Scan and count (suited to warehouse environments):** This mode makes use of the stock barcoding features in Jim2, allowing you to scan a barcode to identify the item, then type in a manual count for the quantity of that item.

- **Auto scan (suited to retail environments):** This mode allows for full scanning of stock straight into the stocktake session. For example, in a retail environment, you could simply walk around the store scanning barcodes, and the count would automatically increment by one. This enables complete scanning of stock with little or no keyboard interaction.

As the stock counts are entered, Jim2 automatically processes the adjusted stock levels and values, as well as providing a full financial audit trail.

The time taken to count and enter stock quantities using all three of these modes can be improved by using wireless notebooks or tablet PCs with an attached barcode scanner.

Stocktake sessions

Jim2 uses stocktake 'sessions' to generate the list of stock items that you will count for a specific location, for a specific stock code, or for stock within a specific group.

Before starting a new stocktake session you can configure default options for both the stocktake session and the stock adjustment that Jim2 will automatically generate.

At any time you can generate a list of active and completed sessions based on your selection criteria, or add new sessions and view/edit existing sessions.

Simply clicking 'Generate Stock List' will populate your session with the stock that is known to be in that location or other selection criteria. Once the stocktake session has been generated, you can produce count sheets and commence entering stock counts.

After the stock counts have been added and confirmed, the session can move along the workflow, and its status will change to 'Finish'.

At this point Jim2 will generate a stock adjustment and give you the option of creating a 'back order' session for any unconfirmed counts, allowing these to be resolved at a later stage, while freeing up all resolved stock for use.

Editing, viewing and deleting counts

A stocktake session is simply a list of stock items and their related counts, so each stock item may have one or more counts added by one or more people.

To help you investigate and resolve discrepancies, Jim2 lets you edit, view and delete these counts, or drill down on the stock item to focus on the counts in question.

Confirming and finishing your stocktake

As you count stock items, they will automatically be marked as confirmed once the count (or total of the counts) matches the stock on hand figure for that location.

If the count does not equal the stock on hand figure, the text for that line will appear in red, and the line will not be confirmed.

In the case of serialised, attributed or special stock, the exact serial numbers or attributes must be specified if the count does not match.

Setting security levels

Jim2 lets you to define and configure your stocktake security settings to determine who's allowed to do what. Typically you would configure the security for 3 types of users:

- Jim2 administrators – complete control
- Counting controllers – ability to add, edit and delete stock counts for themselves and other users
- Counters – ability to add and edit their own stock counts

Testimonials

"After 24 years of stocktakes with several different software packages, I would like to say that the one we have just performed with the Jim2 stocktake function, has been the easiest, least hassle, quickest ever. Thanks guys." **Craig Robertson, Director, Wimmera Office Equipment**

"I've just finished a stocktake on two sites using the stocktake facility in Jim2, and I was ecstatic with how easy it was to use. With the ability to choose from three different modes you have the flexibility to stocktake as suits your own site/requirements, rather than being stuck with a rigid system likes many others I've seen." **Brett McEntee, General Manager, Leading Edge Computers Warragul**

"The stocktake functionality in Jim2 is so easy that we no longer fear doing our stocktakes. Whether we're doing our cycle counts or our big count it automates the whole process and allows us to process our count in hours rather than days. We now even manage our (on the road) van stock so much more efficiently" **Troy Adams, Managing Director, Betta Computer Services Pty Ltd**

All our products are designed and developed in Australia. Visit www.jim2.com.au for further information on Jim2® Business Engine or contact Happen Business directly on +61 1300 005 462

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