

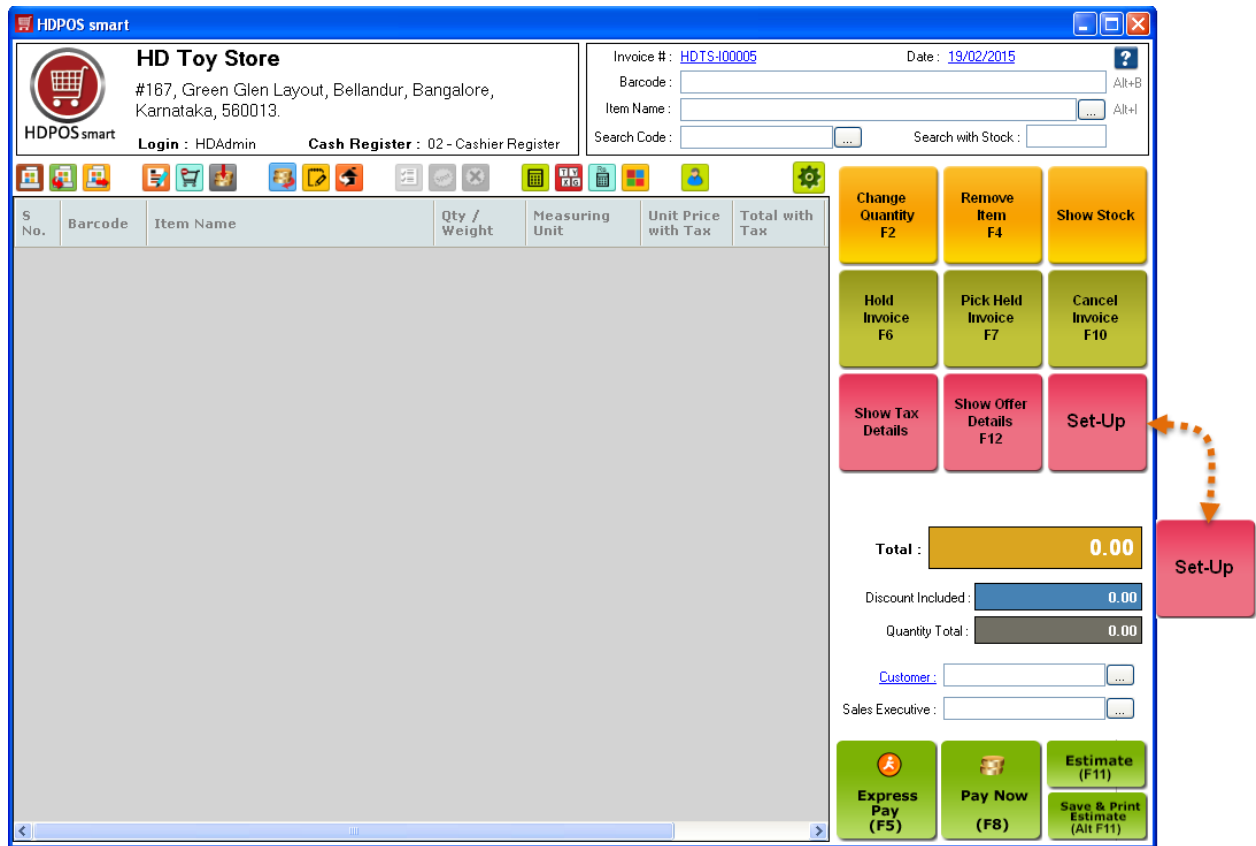
How to do Stock Correction through excel upload?



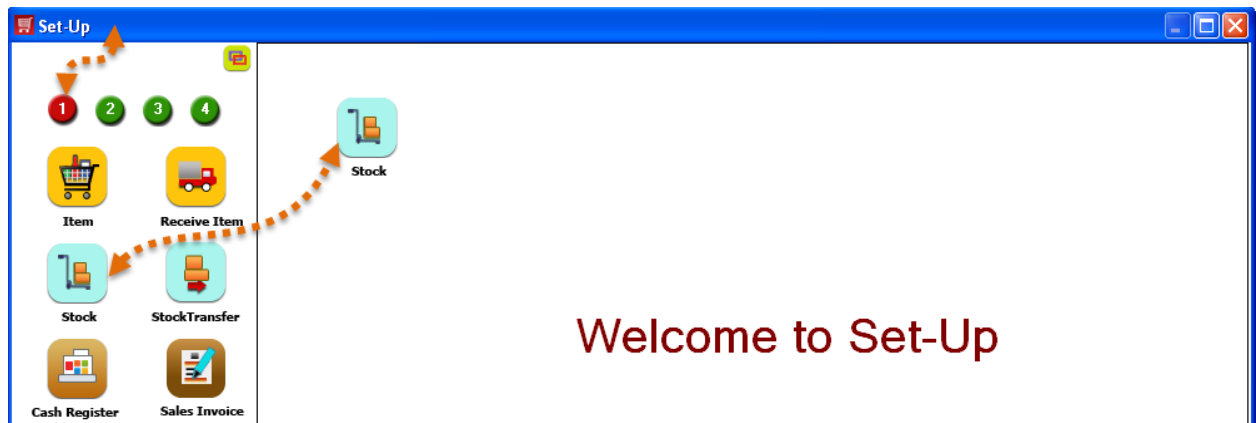
HDPOS smart Tutorials

To do stock correction through excel upload, follow the steps below.


1. Run **HDPOS smart**. Click on **Set-Up**.



2. From 1st page, click on **Stock**.





3. From **Manage Stock** screen,
 - a. Select the godown for which you want to do stock correction.
 - b. Click on Stock Correction  button.

Manage Stock

List of Godowns

Do Not Show Stock Correction Godowns

Search [] !

Business Location Name	Godown Name
HD Toy Store	HD Toy Store
HD Toy Store	HD Toy Store-Stock Correction
	Warehouse

Total Records : 3

Godownwise Item Stock

Show only items to be reordered
 Show Images
 Show Negative stock only Show Inactive items

Search [] !

Name	Quantity	Sales Measuring Unit	Barcode	Search Code
Bat Man	67	Qty	T00008	
Counting Cubes	-1	Qty	T00012	
Donald Duck soft toy	110	Qty	T00007	
Dora Doll	110	Qty	T00005	
Hot wheels Blue Car	109	Qty	T00001	
Micky Mouse Club set	110	Qty	T00006	
New Item 1	100	Kg	T00015	
Princess Story Book	80	Qty	T00010	
Remote Helicopter	62	Qty	T00002	
Sand play tools	110	Qty	T00004	
Spiderman Mask	110	Qty	T00009	
Sugar	10	Qty	T00017	
Teddy Bear	100	Qty	T00003	

Total Records : 13

Backup Database Restore Database Go Back To Main Screen About Us Feedback


4. After clicking on **Stock Correction** button, you will see a message asking you if you want to correct the stock of selected item. Click on **No**.

Confirmation

? Do you want to specify correct stock for selected item(s)?

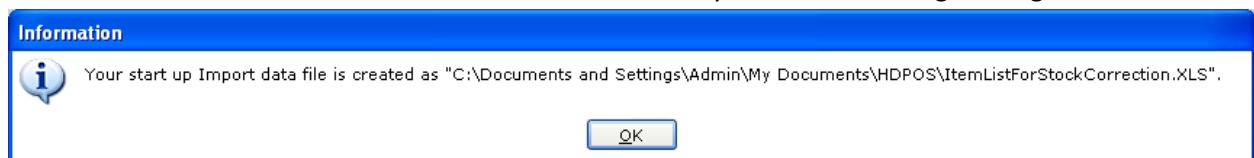
Yes No



5. **Stock Correction** screen will be opened.
 - a. Select the Stock Correction Godown.
 - b. Click on **Create Excel Template**  button.

S No.	Barcode	SearchCode	Item Name	Sales Measurir Unit	System Stock	Actual Stock	Missin Stock
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6. An excel file will be saved and it's location will be shown to you in the following message box.

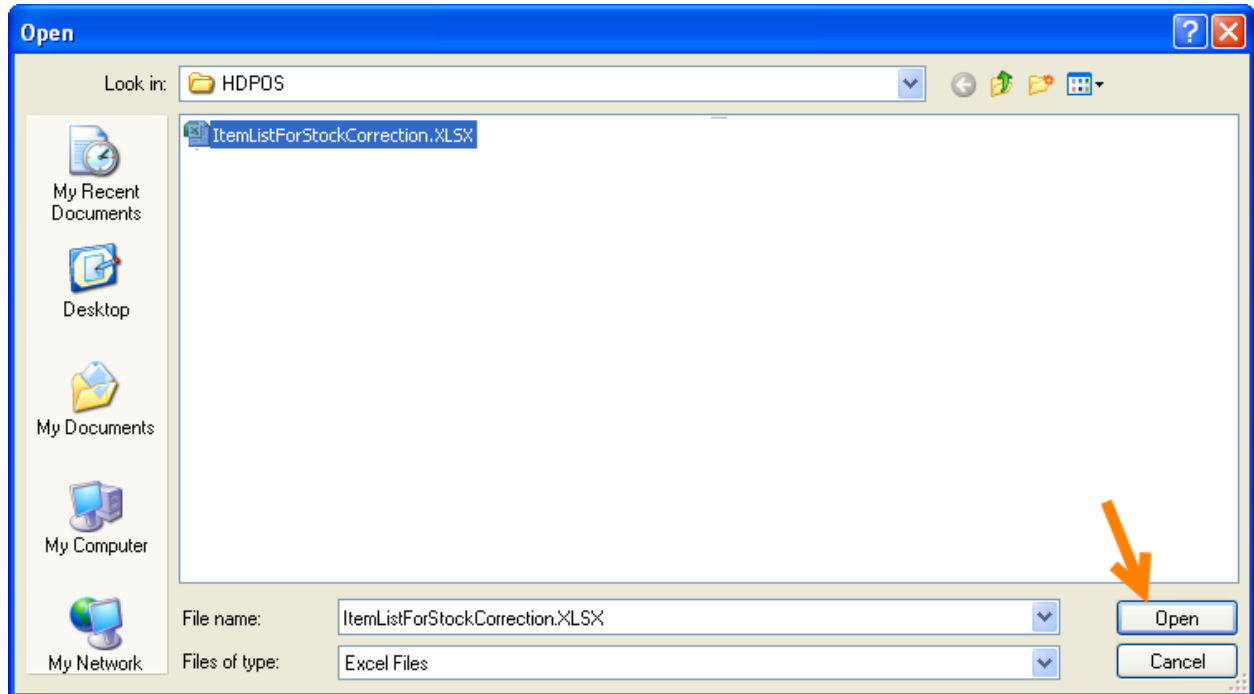


7. Click on **OK** to open that excel file.
 - a. You will see an empty excel file with 4 columns-BARCODE, NAME, SEARCHCODE, and ACTUALSTOCK.
 - b. You can enter value for any one of the fields -BARCODE or NAME or SEARCHCODE.
 - c. Enter value for ACTUALSTOCK.

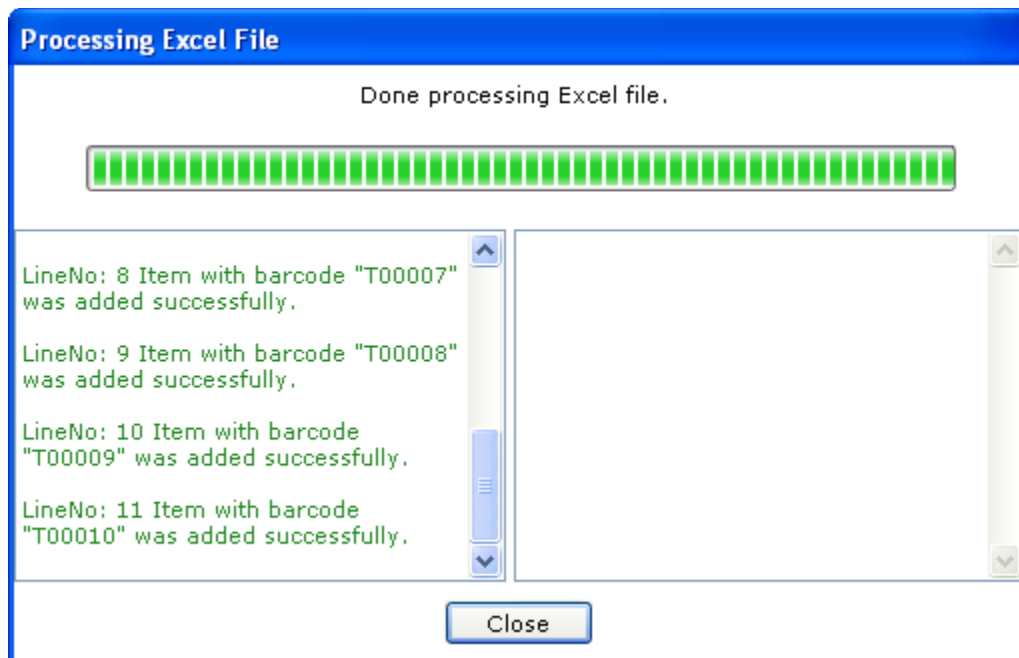


	A	B	C	D	E	F
1	BARCODE	NAME	SEARCHCODE	ACTUALSTOCK		
2	T00001			50		
3	T00002			100		
4	T00003			50		
5	T00004			100		
6	T00005			50		
7	T00006			100		
8	T00007			50		
9	T00008			100		
10	T00009			50		
11	T00010					
12						
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8. Save this excel file and close it.
9. From **Stock Correction** screen, click on **Import Items**  button. Select the saved excel file as shown below, and click on **Open**.



10. All items will be added with their actual stock and message will be shown to you as below. Click on Close.



11. You can see SYSTEM STOCK, ACTUAL STOCK and MISSING STOCK details from stock correction screen.



Stock Correction

Select Business Location : HD Toy Store

Stock Transfer Number : [HOTS-ST00007](#) Date : 19/02/2015

Barcode : _____ Godown : HD Toy Store

Item Name : _____ Stock Correction Godown : HD Toy Store-Stock Correction

Search Code : _____ Corrected By : _____

Show Images

S No.	Barcode	SearchCode	Item Name	Sales Measurir Unit	System Stock	Actual Stock	Missin Stock
1	T00001		Hot wheels Blue Car	Qty	109	50	59
2	T00002		Remote Helicopter	Qty	62	100	-38
3	T00003		Teddy Bear	Qty	100	50	50
4	T00004		Sand play tools	Qty	110	100	10
5	T00005		Dora Doll	Qty	110	50	60
6	T00006		Micky Mouse Club set	Qty	110	100	10
7	T00007		Donald Duck soft toy	Qty	110	50	60
8	T00008		Bat Man	Qty	67	100	-33
9	T00009		Spiderman Mask	Qty	110	50	60
10	T00010		Princess Story Book	Qty	80	0	80

12. If you are sure with all items' missing stock details, click on **Save**. You can see all items' stock got corrected to actual stock.

Name	Quantity	Sales Measuring Unit	Barcode	Search Code
Hot wheels Blue Car	50	Qty	T00001	
Remote Helicopter	100	Qty	T00002	
Teddy Bear	50	Qty	T00003	
Sand play tools	100	Qty	T00004	
Dora Doll	50	Qty	T00005	
Micky Mouse Club set	100	Qty	T00006	
Donald Duck soft toy	50	Qty	T00007	
Bat Man	100	Qty	T00008	
Spiderman Mask	50	Qty	T00009	
Princess Story Book	0	Qty	T00010	
Counting Cubes	-1	Qty	T00012	
New Item 1	100	Kg	T00015	
Sugar	10	Qty	T00017	