

Creating an Issue Using Item Search
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SYSTEM POLICIES

The tasks in this documentation provide end users with the tools to enter data and collect data in system. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website.

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Creating an Issue Using Item Search

Creating an Issue Using Item Search Overview

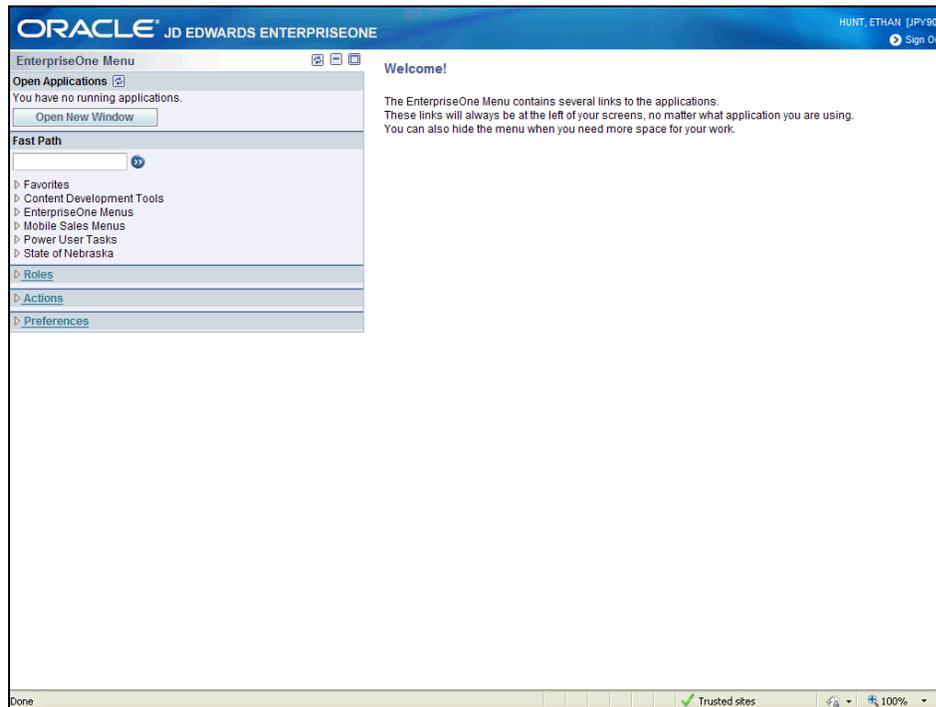
You can fulfill stock item requests via the Item Search program within Inventory Issues.

The system automatically creates journal entries each time transactions are generated that will affect the general accounting system. However, please note that the general accounting system will not be affected until the journal entries are posted. Please refer to the work instructions to Review and Post Journal Entries.

Creating an Issue Using Item Search Lesson

Procedure

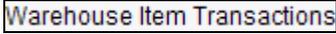
In this lesson you will learn to create an issue using item search.

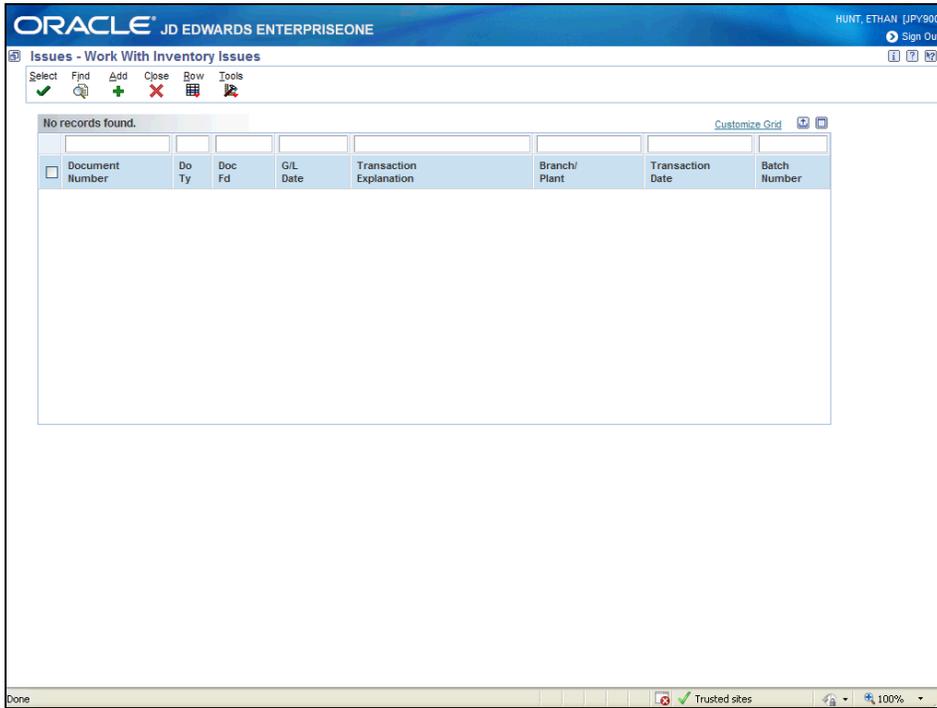


Step	Action
1.	Click the State of Nebraska link. State of Nebraska
2.	Click the Inventory link. Inventory
3.	Click the Inventory - Agencies link. Inventory - Agencies

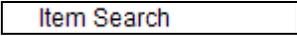
Training Guide

Creating an Issue Using Item Search

Step	Action
4.	Click the Warehouse Item Transactions link. 
5.	Click the Issues link. 

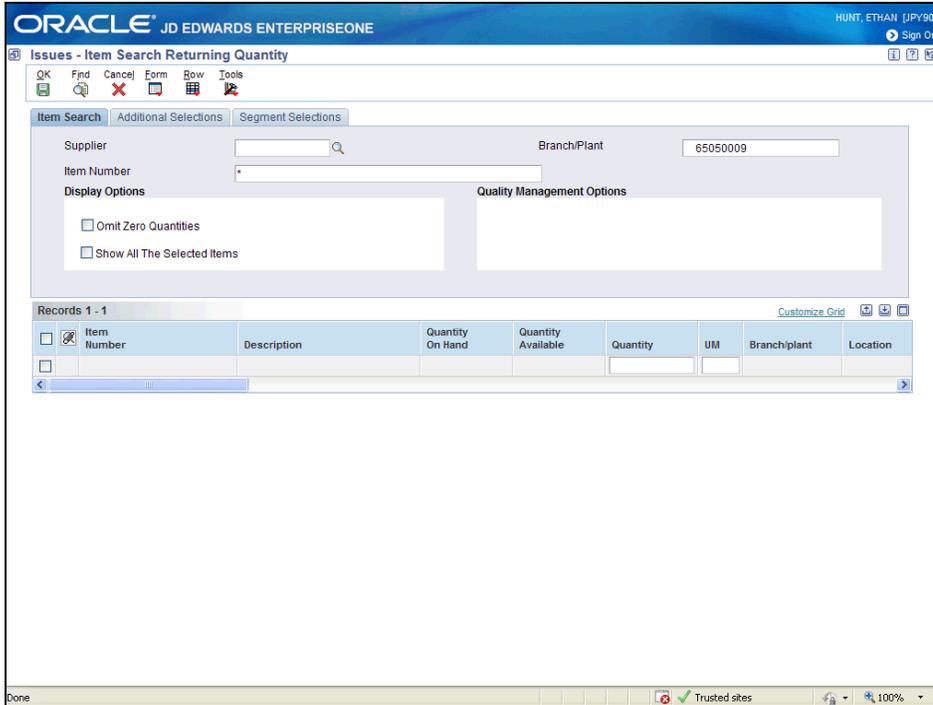


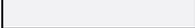
Step	Action
6.	Click the Find button. 
7.	Choose the desired Document Number by clicking the check box next to it. 
8.	Click the Select button. 

Step	Action
9.	Choose the Item Number by clicking the check box next to it, if not defaulted. <input type="checkbox"/>
10.	Click the Form button. 
11.	Click the Item Search menu. 

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Creating an Issue Using Item Search



Step	Action
12.	Click in the Item Number field.
13.	Enter the item number into the Item Number field.
14.	Click the Find button. 
15.	Click the Quantity field of the item you wish to create a transaction. 
16.	Enter the quantity into the Quantity field.
17.	Click the Row button. 
18.	Click the Select menu. 
19.	A green check mark will appear to the left of the row.
20.	Click the OK button. 

ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN [JPY900] Sign Out

Issues - Inventory Issues

OK Cancel Form Row Tools

Document Number: 90714 Branch/Plant: 65050009
 Document Type: INVENTORY ISSUE - NO MARK-UP Transaction Date: 08/07/2009
 G/L Date: 01/12/2010
 Explanation: INVENTORY ISSUE - NO MARK-UP Batch Number: 1924447

Records 1 - 3

Item Number	Item Description	Quantity	UM	Secondary Quantity	Sec UoM	Location	Lot/Serial
64025-621000		50.0000	EA			FINISHING	
64025-621000	BOX LTRHD 8.5" X 11" X 2" #2	12.0000	EA			FINISHING	

Done Trusted sites 100%

Step	Action
21.	Click the OK button. 

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Issues - Work With Inventory Issues

Select Find Add Close Row Tools

Records 1 - 13

Document Number	Do Ty	Doc Fd	G/L Date	Transaction Explanation	Branch/Plant	Transaction Date	Batch Number
90714	II	56512	08/07/2009	INVENTORY ISSUE - NO MARK-UP	65050009	08/07/2009	1924447
90717	II	10000	08/07/2009	6300.533900	2519009W	08/07/2009	1924501
90718	II	10000	08/07/2009	6300.533900	2519009W	08/07/2009	1924513
90724	II	10000	08/08/2009	780-5339	2511003W	08/08/2009	1924683
90725	II	10000	08/08/2009	461-5339	2511003W	08/08/2009	1924683
90748	II	10000	08/10/2009	771-533100	2505002W	07/30/2009	1925031
90749	II	10000	08/10/2009	365-534800	2505002W	07/31/2009	1925031
90750	II	10000	08/10/2009	531-531100	2505002W	07/31/2009	1925031
90751	II	10000	08/10/2009	836-531100	2505002W	07/31/2009	1925031
90752	II	10000	08/10/2009	750-531100	2505002W	07/31/2009	1925031
90753	II	10000	08/10/2009	526-533100	2505002W	07/31/2009	1925031
90754	II	10000	08/10/2009	536-531100	2505002W	07/31/2009	1925031
90755	II	10000	08/10/2009	246-531100	2505002W	08/03/2009	1925048

Done Trusted sites 100%

Training Guide

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Step	Action
22.	Click the Close button. 
23.	You have successfully completed this lesson. End of Procedure.