

Running the Cycle Variance Detail Report

Overview

Besides reviewing variance information online, you can run a report. The report lists the variances between the results of the cycle count and the inventory records to help you resolve discrepancies.

This work instruction shows how to [Run the Cycle Variance Detail Report](#).

NIS Policies

The tasks in this documentation provide end users with the tools to enter data and collect data in NIS. 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: <http://www.das.state.ne.us/>.

Navigation

Click Roles, Inventory.

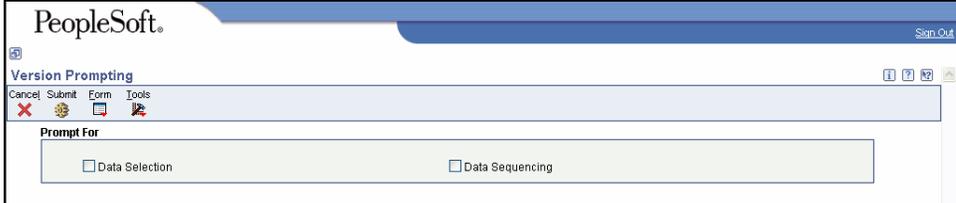
(Citrix users – right click on the menu, choose Apply Roles, choose Inventory.)

Inventory > Inventory – Statewide > Physical Inventory > Cycle Variance Detail Report

Steps

Run the Cycle Variance Detail Report

Start this instruction from the Version Prompting window.



1. Choose **Data Selection**.
2. Click **Submit**.

Operator	Left Operand	Comparison	Right Operand
Where	Cycle Count Number (F4141) (CYNO) [BC]	is equal to	Blank
And			
And			

3. Click **Right Operand, Literal** on the first line. The Select Literal Value window appears.

4. Enter the **cycle number** in the Literal Value: field.
 5. Click **OK** to return to the Data Selection window.
 6. Click **OK**. The Printer Selection window appears.
 7. Click **OK**. You will return to the menu.
-  View the Report via Submit Job or View Job Status. For step-by-step instructions, please refer to the [Working with Submitted Reports](#) work instructions. Choose the Job Details to view (R41403_NE999003) once the Description is "Done".
 -  If you reset frozen values and did not re-enter the count results, the variances will not be shown.