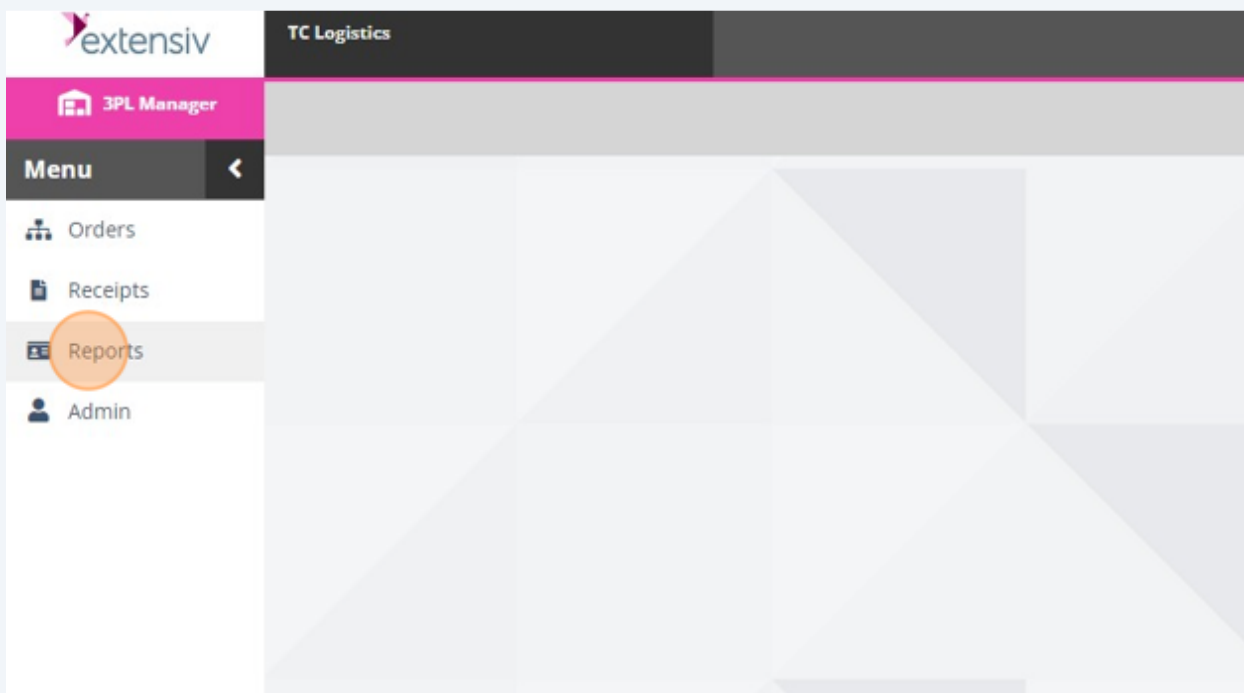


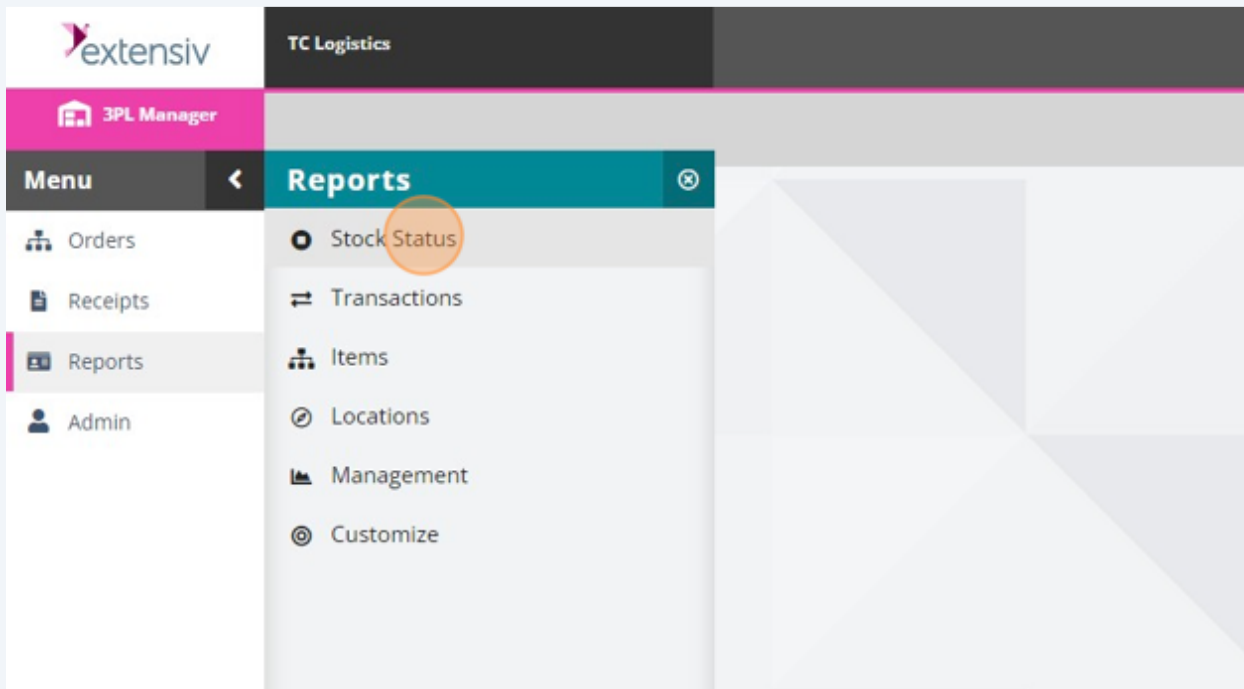
How to Generate a Stock Status Report

1 Navigate to app.extensiv.com/3pl-warehouse-manager

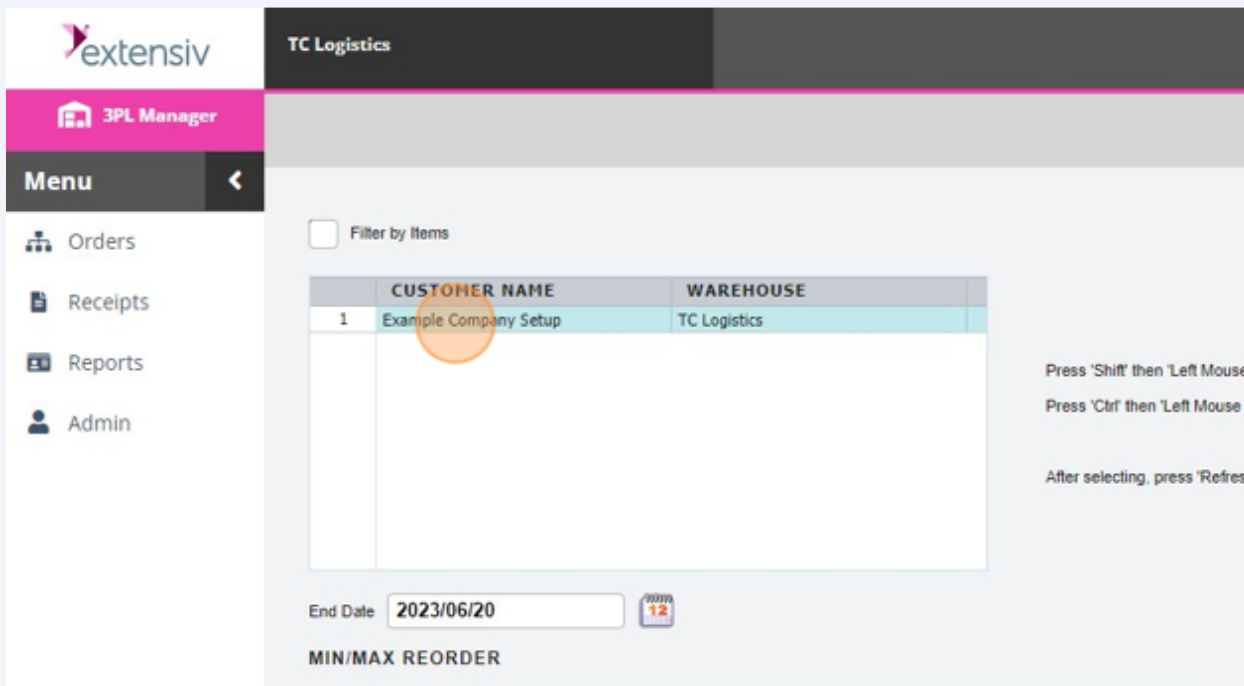
2 Click "Reports"



3 Click "Stock Status"



4 Click your "Company Name"



5

Here you have two options for reports. The "Detailed Report" will show you a complete pallet breakdown per SKU.

End Date: 2023/06/20

MIN/MAX REORDER

Show Reorder Categories

Reorder	<= Min
Category	Near Min : When max is set then OnHand - min <= 10% of max-min. When max is not set OnHand <= 2 * min.
Colors	Near Max : When min is set then max - OnHand <= 10% of max-min. When min is not set OnHand >= 90% of max.
	>= Max

Summary Detailed

Show All (include zero OnHand) Show Inactive (include Inactivated Items)

Run Report ? Report Definition 1 - TCStockStatusRe

FTP EXPORT **Send V**

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Click the "Show All (include zero OnHand)." We recommend doing this so you can see what SKU's we have created in our system and what is out of stock.

MIN/MAX REORDER

Show Reorder Categories

Reorder	<= Min
Category	Near Min : When max is set then OnHand - min <= 10% of max-min. When max is not set OnHand <= 2 * min.
Colors	Near Max : When min is set then max - OnHand <= 10% of max-min. When min is not set OnHand >= 90% of max.
	>= Max

Summary Detailed

Show All (include zero OnHand) Show Inactive (include Inactivated Items)

Run Report ? Report Definition 1 - TCStockStatusRe

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This is the report definition drop down. Please use the "TC Stock Status Report" for a complete view of the stock. You can use the "Pallet Specifications Report" for a breakdown of weights and dimensions for your pallets.

MIN/MAX REORDER

Show Reorder Categories

Reorder	<= Min
Category	Near Min : When max is set then OnHand - min <= 10% of max-min. When max is not set OnHand <= 2 * min.
Colors	Near Max : When min is set then max - OnHand <= 10% of max-min. When min is not set OnHand >= 90% of max. >= Max

Summary Detailed

Show All (include zero OnHand) Show Inactive (include Inactivated Items)

1 - TCStockStatusRe

FTP EXPORT DATA

Default
1 - TCStockStatusReport (all customers)
Pallet Specifications (all customers)

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Then Click "Run Report" and scroll down to view the report.

MIN/MAX REORDER

Show Reorder Categories

Reorder	<= Min
Category	Near Min : When max is set then OnHand - min <= 10% of max-min. When max is not set OnHand <= 2 * min.
Colors	Near Max : When min is set then max - OnHand <= 10% of max-min. When min is not set OnHand >= 90% of max. >= Max

Summary Detailed

Show All (include zero OnHand) Show Inactive (include Inactivated Items)

1 - TCStockStatusRe

FTP EXPORT DATA

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We recommend exporting it to a PDF to view it in a bigger window. Select the form you would like to export to.

3PL Manager

Run Report Report Definition 1 - TC Stock Status Ref

1 of 1 Select a format Export

Stock Status Report

Example Company Setup Warehouse: TC Logistics

CA From Date: 1/1/2000 12: To Date: 6/20/2023 11

SKU	Description	Secondary Description	Word	Units Allocated to An Order	Units On Hold	Units Available	Qty Per Carton	UOM	Total Cartons
BLKTLTRY	Black Table tray 12x10x2	X000423398	TIFF file	360	0	0	10	Carton	36

10

Click "Export"

Stock Status

Run Report Report Definition 1 - TC Stock Status Ref

1 of 1 PDF Export

Stock Status Report

Example Company Setup Warehouse: TC Logistics

CA From Date: 1/1/2000 12:00:00 AM To Date: 6/20/2023 11:59:59 PM

SKU	Description	Secondary Description	UPC	Total Units	Units Allocated To An Order	Units On Hold	Units Available	Qty Per Carton	UOM	Total Cartons	Carton Weight	Carton Length
BLKTLTRY	Black Table tray 12x10x2	X0004233981X	0000000000001	360	360	0	0	10	Carton	36.00	35.00	24.0

11

You can also filter your stock by the item. Scroll to the top of the page and click filter by item.

The screenshot shows the Extensiv 3PL Manager interface. At the top, there is a header with the Extensiv logo and 'TC Logistics'. Below the header is a navigation bar with '3PL Manager' and a 'Menu' button. The menu is open, showing options: Orders, Receipts, Reports, and Admin. A checkbox labeled 'Filter by Items' is highlighted with an orange circle. Below the menu is a table with columns 'CUSTOMER NAME' and 'WAREHOUSE'. The table contains one row: '1 Example Company Setup TC Logistics'. To the right of the table, there are instructions: 'Press 'Shift' then 'Left Mouse', 'Press 'Ctrl' then 'Left Mouse', and 'After selecting, press 'Refres''. Below the table is an 'End Date' field set to '2023/06/20' and a 'MIN/MAX REORDER' label.

12

Select your item(s) that you would like to run a report on, then click "Run Report." Hint: Hold Ctrl Key and select multiple lines to run stock on just a few SKU's.

The screenshot shows the 'Run Report' section of the Extensiv 3PL Manager interface. At the top, there is a navigation bar with 'Admin'. Below the navigation bar are two dropdown menus: 'Choose a Customer' and 'Warehouse'. Below these are two input fields: 'SKU contains:' and 'Description contains:'. To the right of these fields is a 'Limit to first' field set to '100'. Below the input fields are four radio buttons: 'Items only', 'Kits only', 'Both' (which is selected), and 'Show Inactives'. To the right of the radio buttons is a 'Refresh Grid' button. Below the radio buttons is a table with columns: 'SKU', 'DESCRIPTION', 'UPC', '...', and 'INACT'. The table contains three rows: '1 BLKTBTRY Black Table tray 12x10x2 000000000001 no no', '2 CHESSX1SET Vintage oak wood small chess set 00000000000002 no no', and '3 GRNMSPD Green Mouse Pad 00000000000003 no no'. The 'SKU' column is highlighted with an orange circle.

13 You can also isolate your Stock on any given day.

- Receipts
- Reports
- Admin

	CUSTOMER NAME	WAREHOUSE
1	Example Company Setup	TC Logistics

Press 'Shift' then 'Left Mouse E

Press 'Ctrl' then 'Left Mouse B

After selecting, press 'Refresh'

End Date 9999
12

MIN/MA: << Tuesday, June 20, 2023 >>

Show Reorder Categories

June 2023							July 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3	25	26	27	28	29	30	1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	1	23	24	25	26	27	28	29
2	3	4	5	6	7	8	30	31	1	2	3	4	5

When max is not set OnHand <= 2 * min.

When min is not set OnHand >= 90% of max.

14 If you are interested in using Reorder categories, please reach out to us via email and let us know the minimum quantity you would like the item to be set at. You can also fill this info out on the New Item Template.

- Admin

Press 'Ctrl' then 'Left Mouse

After selecting, press 'Refres

End Date 9999
12

MIN/MAX REORDER

Show Reorder Categories

<= Min

Reorder Category: Near Min : When max is set then OnHand - min <= 10% of max-min. When max is not set OnHand <= 2 * min.

OK

Colors: Near Max : When min is set then max - OnHand <= 10% of max-min. When min is not set OnHand >= 90% of max.

>= Max

Summary
 Detailed

FTP EXPORT

Send V

Show All (include zero OnHand)
 Show Inactive (include Inactivated Items)

Run Report

? Report Definition

1 - TCStockStatusRe; ▾