The stock-taking function description
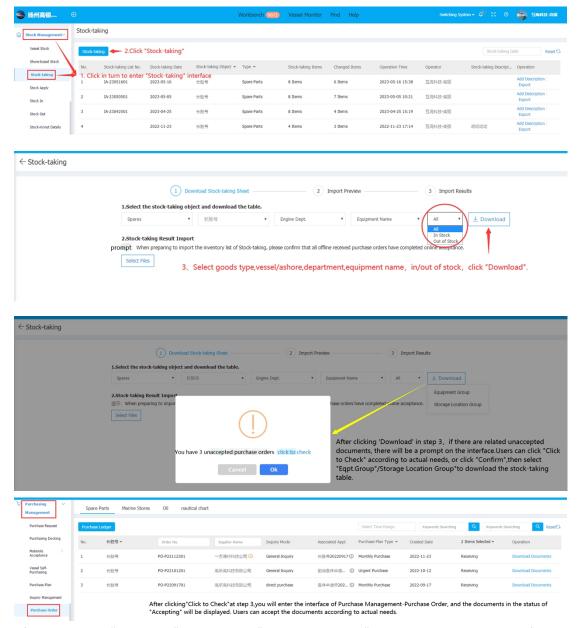
Users can log in to the website of OLSaaS, and operate in"Stock Management → Stock-taking" interface according to the following steps 1-6:

Aftering clicking "Download"，and select "Equipment Group" .Enter the actual number of items in the exported stock-taking table or add comments, and then save it.

← Stock-taking

① Download Stock-taking Sheet   ② Import Preview   ③ Import Results

1.Select the stock-taking object and download the table.

| Spares ▼ | 长胜号 ▼ | Engine Dept. ▼ | Equipment Name ▼ | All ▼ | ⬇ Download |

2.Stock-taking Result Import

prompt   When preparing to import the inventory list of Stock-taking, please confirm that all offline received purchase orders have completed online acceptance.

Select Files

Spare+Parts+Inventory+Checklist(　　)-20230523.xlsx ✕ ⬅ **After the inventory table is successfully imported, it will be displayed here.**

5. Click "Next"

Cancel   Next

← Stock-taking

① Download Stock-taking Sheet ——————— ② Import Preview ——————— ③ Import Results

Stock-taking Object: 长胜号   **Stock-taking Date:** 2023-05-23

Changed Items of Stock-taking（6）   Stock-taking Items（8）

No.	Responsible De...	Spares Name	Spars Type	Location Number	Equipment Info.	Storage Location	Unit	Stock quantity ...	Current Stock	Physical Qty	Inventory Over...	Remarks	ErrorWarning
1	Engine Dept.	安全阀总成	P91103-0018-01 1		泵/ 2C150 VIB2 / 汉姆沃斯	备件库	件	8	8	9	+1		
2	Engine Dept.	轴	P91103-0018-03 5		泵/ 2C150 VIB2 / 汉姆沃斯	备件库	件	19	19	16	-3		
3	Engine Dept.	大螺母	P91103-0018-06 6		泵/ 2C150 VIB2 / 汉姆沃斯	备件库	件	10	10	13	+3		
4	Engine Dept.	大号圆柱销	M68×	36	柴油机/ M20 / M ak	备件库	件	16	16	18	+2		
5	Engine Dept.	大号O型圈	GB5788-M12×18		柴油机/ M20 / M ak	备件库	个	30	30	35	+5		
6	Engine Dept.	圆柱销	M28		柴油机/ M20 / M ak	备件库	个	27	27	25	-2		

6. You can switch to view changed items and stock-taking items,and you can clearly view the status of Inventory Over/Inventory Shortage (Green is for Inventory Over/Red is for Inventory Shortage),and then click"Confirm&Import"

Back   Confirm&Imp

Stock-taking

Stock Management ⌄
- Vessel Stock
- Shore-based Stock
- **Stock-taking**
- Stock Apply
- Stock In
- Stock Out

Stock-taking

After the stock-taking table is imported at step 6,there will be a record in the interface of Stock Management → Stock-taking. Users can click "add description" on the right, it surpports "Export".

Stock-taking Date   Reset ↻

No.	Stock-taking List No.	Stock-taking Date	Stock-taking Object ▼	Type ▼	Stock-taking Items	Changed Items	Operation Time	Operator	Stock-taking Descript...	Operation
1	IA-23052301	2023-05-23	长胜号	Spare Parts	8 Items	6 Items	2023-05-23 14:20	互海科技-高银		Add Description / Export
2	IA-23051601	2023-05-16	长胜号	Spare Parts	8 Items	6 Items	2023-05-16 15:38	互海科技-高银		Add Description / Export
3	IA-23050501	2023-05-05	长胜号	Spare Parts	8 Items	7 Items	2023-05-05 10:21	互海科技-高银		Add Description / Export

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Stock-in Management

Stock Management ⌄
- Vessel Stock
- Shore-based Stock
- Stock-taking
- Stock Apply
- **Stock In**

After the stock-taking table is imported,for inventory over,there will be a stock-in record in the interface of Stock-in Management and the stock-taking record document will be associated.

➕ Add Stock-in Record(Correction type)   ➕ Add Stock-in Record(Offline Purchase)   Keywords Searching 🔍   Reset ↻

No.	Stock-in No.	Stock Type ▼	Stock-in Type ▼	Stock-in Object...	Stock-in Dept. ▼	Stock-in Items	Stock-in Place	Related Docum...	Operation Time	Operator	Status ▼	Operation
1	SI-P23052301	Spare Parts	Inventory	长胜号	Engine Dept.	4		Stock-taking Record	2023-05-23 14:20:19	互海科技-高银	Finished	Export
2	SI-P23051601	Spare Parts	Inventory	长胜号	Engine Dept.	4		Stock-taking Record	2023-05-16 15:38:24	互海科技-高银	Finished	Export

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Stock-out Management

Stock Management ⌄
- Vessel Stock
- Shore-based Stock
- Stock-taking
- Stock Apply
- Stock In
- **Stock Out**

After the stock-taking table is imported,for inventory shortage,there will be a stock-out record in the interface of Stock-out Management and the stock-taking record document will be associated.

➕ Add   Keywords Searching 🔍   Reset ↻

No.	Stock-out No.	Stock Type ▼	Stock-out Ty...	Stock-out Obj...	Stock-out De...	Stock-out Items	Recipient	Requisitioner ...	Related Docu...	Operation Time	Operator	Status ▼	Operation
1	SO-P23052301	Spare Parts	Inventory	长胜号	Engine Dept.	2	长胜号	Engine Dept.	Stock-taking Record	2023-05-23 14:20:19	互海科技-高银	Finished	Export
2	SO-P23051601	Spare Parts	Inventory	长胜号	Engine Dept.	2	长胜号	Engine Dept.	Stock-taking Record	2023-05-16 15:38:24	互海科技-高银	Finished	Export
3	SO-P23050501	Spare Parts	Inventory	长胜号	Engine Dept.	2	长胜号	Engine Dept.	Stock-taking Record	2023-05-05 10:21:09	互海科技-高银	Finished	Export