Importing a count with Lot / Serial Numbers

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Overview:

The most common practice for updating a count is to import you CSV back into Order Time with the updated counts of each of the items. The purpose of this article is to demonstrate the method required to update the count of items that track Lot / Serial Numbers.

Solution:

To update the count of an item that tracks Lot / Serial Number you need to include a line for each Lot / Serial Number of that item.

For an Example I want to include an item on my count that tracks Lot / Serial Number. You will notice when I created the count this item already has multiple lines for each of its Lot / Serial Numbers.

Warehouse + Counts +	Count					Created By Jason Swan 1/5/2021 1:46 PM Mo	odified By Jason Swan 1/7/2021 11:25 A
Count - 9 EDIT							Status Processing
General							
Acco Loc	No. 9 Date 1/5/2021 Jount Cost Of Goods ation HQ Class ments Open Ac	tivities Activi	ty History				Q Add
ITEM A	ID	BIN	LOT / SERIAL NUMBER	QUANTITY COUNTED	QUANTITY IN SYSTEM	DIFFERENCE	ACTIONS
RE-0001	128	A-1-1	34561		1.0000		80
RE-0001	129	A-1-1	34562		1.0000		C 0
RE-0001	130	A-1-1	34563		1.0000		80
RE-0001	131	A-1-1	34564		1.0000		C 0
RE-0001	132	A-1-1	34565		1.0000		C 0

When I export this count onto a CSV to preform my count I will need to update the count not just for the Item but for each of the Items Lot / Serial Numbers.

This also applies when importing new inventory. You will be required to have a row for each Items Serial Number.

	А	В	С	D	E	F	G	Н	1
1	Item	Id	Bin	Lot / Serial Number	Quantity counted	Quantity in system	Difference	No	
17	NY-0001	136	A-1-1	346004		1		9	
18	NY-0001	137	A-1-1	346005		1		9	
19	NY-0001	138	A-1-1	346006		1		9	
20	PB-0001	145	A-1-1			0		9	
21	QUE-0001	121	A-1-1	1		0		9	
22	RE-0001	128	A-1-1	34561	3	1		9	
23	RE-0001	129	A-1-1	34562	2	1		9	
24	RE-0001	130	A-1-1	34563	5	1		9	
25	RE-0001	131	A-1-1	34564	1	1		9	
26	RE-0001	132	A-1-1	34565	1	1		9	
27	Report Test	139	A-1-1			0		9	

Next you will import this updated count. I am only Updating these 5 items. Because I have the Id column on my CSV I will only need to map the Id, Qty counted and the No columns. If I did not have the Id column I would need to include the Item, Bin and Lot / Serial Number columns.

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	Id	ld			~				
	Bin				~				
	Lot / Serial Number				~				
	Quantity counted	Quantity cour	nted		~				
	Quantity in system				~				
	Difference				~				
	No	No.			~				
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All I have left to do is either finish my count or approve and finalize this count!