



SYNERGY VISUAL WORKSHOP

CYCLE COUNT / PHYSICAL INVENTORY - SESSION TWO

WORKSHOP TOPIC:

Physical inventory is a process where a business physically counts its entire inventory.

WHY USE:

It's a necessary process to have accurate inventory records.

WORKSHOP DESCRIPTION:

During the session, you will learn how to Initialize Physical Inventory Counts, Print Tags and Tag Lists, Enter Counts and Recounts, Print Tag Comparisons and Review Counts and End the Physical Inventory. Your instructor will spend 30-40 minutes reviewing training material which will be made available to you at the end of the session. The remaining time will be dedicated to performing a Physical Inventory Count in your test environment. This will include, initializing the physical count, entering, reviewing, reentering counts and ending the physical inventory count.

WHO SHOULD ATTEND:

Supply Chain, Inventory Control, Cost Accountants and Financial employees will benefit from this training.

LEARNING OBJECTIVES:

Upon completion of this workshop attendees should know set up requirements for a Physical Inventory and know how to execute a Physical Inventory in their live environment.

WORKSHOP PREREQUISITE:

This is a hands-on workshop. Attendees should have working knowledge of the VISUAL ERP system. Attendees must also have security rights and access to a recent copy of a restored test database.

WORKSHOP EVALUATION:

A brief evaluation will be provided at the end of the workshop. Please complete the evaluation and submit to:

CustomerCare@SynergyResources.net

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