

<b>Application</b>	ChreosClient
<b>Module</b>	Stock
<b>Access</b>	“Stock   Adjust stock   Bulk Price Adjustment”
<b>Minimum service pack</b>	SP46
<b>This document</b>	Bulk Price Adjustment Ref 5.24 Release 2 Published September 2010

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## Overview

“Adjust stock – bulk price adjustment” allows the sell price of bulk groups of items to be adjusted. Items can be grouped and adjusted in various ways.

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## Details Displayed

- **What To Adjust.** Select either of the following:
  - **All stock item’s sell** – Adjust the selling price of all items. This includes stock, non-diminishing and hire items.
  - **Stock in specified grouping** – Adjust the sell price of only items in the group specified. When this option is selected the “Sub selection” panel will be activated.
  - **Stock bin discount amounts** – Adjust the stock bin price. Note: Only stock bins that have a fixed price discount are available for adjustment.
- **Sub Selection.** When ‘Stock in specified grouping’ or ‘Stock bin discount amounts’ in the ‘What to adjust’ panel is selected, this panel will be activated.
  - **Grouping** – Select the group that is to receive an adjusted price.
    - **Stock in specified grouping** – ‘Category’, ‘Location’, ‘Type’, ‘Supplier (primary)’, ‘Make’ and ‘Maker’ will all be available to be selected.
    - **Stock bin discount amounts** – Only ‘Stock group’ will be available.
  - **Items To Change** – Once a group is selected all of the options within that group will be displayed here as checkboxes. For example, if ‘Location’ is selected from ‘Grouping’ then all of the locations will be displayed.

- **Toggle Selection** – Click this button to reverse the status of all of the ‘Items to change’ checkboxes. For example if all of the checkboxes are unticked, click this button change them to ticked.
- **Price Range.** Select either of the following.
  - **All** – Adjust items with no specified current sell price.
  - **In price range** – Adjust item in the following price range. When this option is selected the ‘Minimum’ and ‘Maximum’ fields will be activated. Enter the price range in these fields. Note: The range is inclusive of the prices entered into ‘Minimum’ and ‘Maximum’.
- **Adjustment.** This panel determined the amount that the items defined in ‘What to adjust’ and ‘Sub selection’ are adjusted by.
  - **Change Existing Amount by a Specified Dollar Amount** – Enter the fixed amount of the adjustment.
  - **Change Existing Amount By Percentage** – Enter the percentage amount of the adjustment.
  - **Rounding** – When ‘Change existing amount by percentage’ is selected this field is also activated. Enter what the price rounds to once the percentage adjustment has been processed.
  - **Price Labels For All Adjusted Stock** – Whether or not new price labels are printed for all stock that is adjusted.

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## To Make a Bulk Price Adjustment

- It is recommended that a back up is made before any bulk price adjustment is made. Refer to “Back up Data (53.2)”.
- Select “What to adjust”.
- If ‘Stock in specified grouping’ or ‘Stock bin discount groups’ is selected, select the ‘Items to change’ from “Sub selection”.
- Select the “price range”.
- Select the adjustment type and enter the amount of the adjustment.
- Select whether or not labels are printed for all items that are adjusted. Note: If labels are to be printed, once the adjustment has been processed the items will appear in “Print | Price labels”. Refer to “Print price labels (8.8)”.
- Click the [Save] button.
- A confirmation message will ask “Are you sure you want to adjust the selected stock? “. If you are click the [Yes] button.
- The progress bar will display and an information screen will display when it is complete. Click the [Ok] button.

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