



**Stock transfer is the process whereby stock is transferred between stores and is done in slightly different ways depending on the Sage Pastel version**

### **Sage Pastel Xpress and Partner**

#### **Using Control Documents for Issue and Returns(Jobs)**

- A Sage Pastel quotation(s) is used to prepare a stock issue and is downloaded (along with all possible serial numbers per item) to the scanner via a docking station.
- FenyaSA prints scan sheets for each stock issue. These are basically picking slips with barcodes on them
- To start the process, the customer is scanned then the issue number, the scanner now knows what is allowed to be scanned for this issue
- The stock is picked against the document, the scanner will not allow more than the document quantity to be scanned nor will it allow the incorrect items to be scanned
- When the process is completed, the scanned issue is extracted. Any variances are highlighted.
- The issue can be discarded or the scanned quantities will be transferred to the destination store.
- Once the job/process is complete any unused stock will be scanned against the adjusted quotation/issue and the unused stock will be transferred back to the main warehouse

### **Sage Pastel Evolution**

#### **Using Control Documents for Warehouse transfers**

- One or more warehouse transfers are set up in Sage Pastel Evolution. The appropriate one is selected and downloaded (along with all possible serial numbers per item) to the scanner via a docking station.
- FenyaSA prints scan sheets for each stock issue. These are basically picking slips with barcodes on them.
- To start the process, the transfer code is scanned, the scanner now knows what is allowed to be scanned for this transfer.
- The stock is picked against the document, the scanner will not allow more than the document quantity to be scanned nor will it allow the incorrect items to be scanned.
- When the process is completed, the scanned issue is extracted. Any variances are highlighted.
- The transfer can be discarded or the scanned quantities will be updated on the warehouse transfer in Sage Pastel Evolution.

### **On-the-Fly**

(all versions of Sage Pastel)

- The scanner maintains a list of all the stores/warehouses and inventory and has the capability to 'refresh' at any time.
- The from and to store/warehouse is selected on the scanner
- The scanner is now primed and the items can be scanned. The scanner will allow any item and/or quantity to be scanned
- When completed the scanned items are sent to FenyaSA and a document is then posted to Sage Pastel, <strong>it is as simple as that.
- For Sage Pastel Xpress and Partner stock is automatically transferred, for Sage Pastel Evolution a warehouse transfer is created which is then processed.

