

Item Maintenance

The Item Maintenance program allows you to do price checks and general spot checks of your inventory on your shelf.

Count Inventory
Receive Product
Item Maintenance
Quick Entry
Utilities
Logout

Click **Item Maintenance**.

Scan/Enter Product

Select
Finish

Scan the item.

SKU: 0028200003577
Filter
On Hand: 30
Product Description:
MARLBORO RED BOX
Cost: 3.799
Price: 3.99
Enter Cancel

This will **display** the SKU, Category, and current On Hand quantity.

You can **edit** the Product Description, Cost, and Price.

Click **Enter** to save any changes to the Item. This will bring you back to the Scan/Enter Product screen and you can repeat as many times as needed. When you are done with Item Maintenance click **Finish** to get back to the main menu.