



BEYOND INVENTORYAPP

User Guide



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Preface

This documentation contains information on how to install and operate **Beyond InventoryApp** in your Business Central environment.

This documentation is intended for experienced users of Business Central. Additional knowledge of third-party software products may be required to set up **Beyond InventoryApp**.

Read this documentation in full to set up **Beyond InventoryApp** and work with it professionally. Pay particular attention to the tips, information and safety instructions contained in the documentation. Inform your employees about the proper use of **Beyond InventoryApp** and keep the documentation in a place that is accessible to your employees.

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PDF

Manufacturer

Beyond InventoryApp is developed by:

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VISIT
APPSOURCE

Version history

Version	Date	Autor	Comment
1.0	12.11.2024	Jannic Weidel	Initial Version of the Documentation
1.1	12.06.2025	Jannic Weidel	Added Preface chapter
Access		public	

General Information

This documentation contains important information that you must observe when following the descriptions. The information is highlighted as notes and arranged according to type and importance. The notes are listed below in ascending order of importance:

TIP

This represents **no risk**. In addition to the classic clicking on options, Business Central also offers the option of using so-called shortcuts. Shortcuts are key combinations with which you can also execute the desired action in the user interface. By using shortcuts, you can work faster and more effectively. Try the key combination and you will be surprised how much faster you can work.

NOTE

This represents **no risk**. This note contains important information on the correct use, configuration or operation of the software. Follow these instructions to avoid inefficiencies and unnecessary support tickets. For example, this note can show you that an option is hidden and tells you how to proceed if you want to show it again.

IMPORTANT

This represents a **low risk**. This notice refers to non-critical issues that may lead to undesired behavior or configuration problems. May affect user experience or functionality if not considered.

CAUTION

This represents a **medium risk**. This notice indicates a potential problem that could affect system stability or data integrity. Failure to comply may result in errors, loss of performance or partial service interruptions. The errors caused by non-compliance only affect the app itself and prevent you from working with data within the app.

WARNING

This represents a **high risk**. This notice indicates an immediate and serious risk to the productive system. Failure to observe this warning may affect the entire system. There is a risk of loss of critical data or total system failure, leading to prolonged downtime. It may not be possible to restore the data and a backup must be imported.

Beyond InventoryApp is an extension for Microsoft Dynamics 365 Business Central.

Discover InventoryApp: Mobile Devices for Your Warehouse Processes!

Whether you're running a small warehouse or managing a large logistics center, our app provides a powerful, user-friendly platform to support and optimize your warehouse processes on mobile devices within Business Central.

Why **Beyond InventoryApp**?

- **Update Documents:** Add item lines to purchase, sales, and service orders – simply scan barcodes and confirm quantities.
- **Optimized Processes:** Speed up warehouse operations – no more redundant steps; items can be immediately picked and removed.
- **Seamless Integration:** Beyond InventoryApp is fully integrated into Business Central.
- **User-Friendly Interface:** With its intuitive design, InventoryApp is easy to use – no complicated training or complex setup processes required.

With **Beyond InventoryApp**, you optimize your warehouse processes, reduce errors, and speed up operations. A real relief for warehouse employees; ensure smooth logistics flow and lower costs.

From controlling goods receipts and verifying purchase orders to inventory tracking through stock recordings – InventoryApp supports you every step of the way.

The latest version of this documentation can be found at the following link: [Beyond InventoryApp Documentation](#).

The examples described in this documentation represent only a part of the possibilities offered by the **Beyond InventoryApp** solution. If you have a specific case you would like to address using the solution, feel free to contact us.

NOTE

Dependencies from or to other apps

Additional, basic applications are required to use **Beyond InventoryApp**. The following applications are required to use **Beyond InventoryApp**:

- **Beyond License:** Management of trial and full licenses for apps from BeyondIT.

User Interface

This chapter explains the user interface of the Beyond InventoryApp.

In the following descriptions, the term "**Select**" is used universally, meaning both "**Click**" for applications on computers and "**Tap**" for mobile devices.

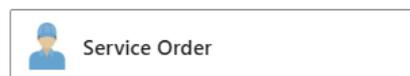
Main Screen

1. To access the Beyond InventoryApp interface, open the search in Business Central.
2. Search for Inventory App and select the search result.
3. The **Inventory App** page is displayed.



Inventory App

Orders



Inventory



The user interface consists of the following buttons/icons:

Icon	Description
Orders	
	Purchase Order Select this icon to access functions related to the purchase order. For more information on the features available for goods receipt in Beyond InventoryApp, see the chapter Purchase Order .
	Sales Order Select this icon to access the functions related to the sales order. For more information on the functions available for the sales order in Beyond InventoryApp, refer to the chapter Sales Order .
	Service Order Select this icon to access the functions related to the service order. For more information on the functions available for the service order in Beyond InventoryApp, refer to the chapter Service Order .
	Exit Select this icon to close the Beyond InventoryApp interface.

Icons made by DinosoftLabs - Flaticon

Icon	Description
Inventory	
	Requisition Worksheet Select this icon to access the functions related to the requisition worksheet. For more information on the functions available for the requisition worksheet in Beyond InventoryApp, refer to the chapter Requisition Worksheet .
	Transfer Journal Batch Select this icon to access the functions related to the transfer journal batch. For more information on the functions available for the transfer journal batch in Beyond InventoryApp, refer to the chapter Transfer Journal Batch .
	Physical Inventory Record Select this icon to access the functions related to physical inventory record. For more information on the functions available for physical inventory record in Beyond InventoryApp, refer to the chapter Physical Inventory Record .

Icons made by DinosoftLabs - Flaticon

Document Selection

After selecting one of the icons listed above, you will be directed to the document selection.

NOTE

The symbols and buttons in the document selection are explained based on the document selection for the Purchase Order. For document selections of other types, different fields may be displayed, which will be explained in the following sections of this chapter.

The following icons and buttons are used on the document selection screen:



Select Document

Document No.



Name

Salesperson / Purchaser

Warehouse Date

Posting Date

Vendor Order No.

Vendor Shipment No.

Your Reference

Icon Description



Search

Select this icon to view the existing documents in your system and choose a document for the available functions in **Beyond InventoryApp**.



Scanner

Select this icon to scan an existing barcode.



Home

Select this icon to exit the document selection and return to the main screen of **Beyond InventoryApp**.

Document Card

After selecting a document, the document card will be displayed in the app. The following explains the symbols and icons based on the purchase order card in the app:



Item Scan - Purchase Order 106024 - Wide World Importers

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
10010		Stihl Chain Saw					3	0	<input checked="" type="checkbox"/>
1003		Engine Oil					3	0	<input checked="" type="checkbox"/>

Icon	Description
	Search Select this icon to view the existing items in your system and choose an item for the available functions in Beyond InventoryApp .
	Scanner Select this icon to scan an existing barcode.
	Minus Select this icon to decrease the item quantity. Then, select the Confirm button to save the changes to the item quantity.
	Plus Select this icon to increase the item quantity. Then, select the Confirm button to save the changes to the item quantity.
	Confirm Select this icon to confirm changes to the quantities.
	Enter Serial Number Select this icon to enter a serial number for one or more items. For more information about the screen where you can enter the serial number, refer to the Serial Number List chapter.
	Home Select this icon to exit the document selection and return to the main screen of Beyond InventoryApp .
	Confirm Item Line Select this icon to confirm the entered item quantity and the item line.
	Delete Item Line Select this icon to delete the corresponding item line.
	Print Select this icon to print the document.
	Save Select this icon to save the changes to the document. The document status will not be changed with this action.
	Save + Process Select this icon to save the changes to the document and release the document.

Serial Number List

The **Serial No. List** screen is displayed after selecting the **Enter Serial Number** icon on a document card.

Serial No. List

Scanned 0 of 3

 Clear List

 Add Serial No.

 Cancel

 Ok

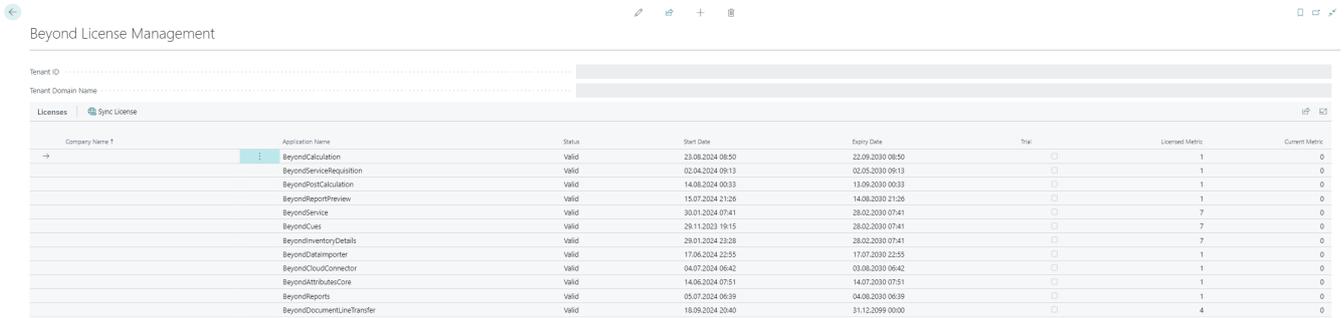
Icon	Description
	Select Serial Number Select this icon to search the existing serial numbers for this item.
	Scann Serial Number Select this icon to capture an existing serial number (as a barcode or QR Code) using the scanner function.
	Confirm Serial Number Select this icon to confirm the entered serial number.
	Delete Serial Number Select this icon to delete the entered serial number.
	Clear List Select this icon to delete the list of serial numbers.
	Add Serial Number Select this icon to enter a serial number for the item.
	Cancel Select this icon to exit the Serial No. List screen and cancel entering the serial number.
	Confrim Select this icon to confirm the entered serial number/s and exit the Serial No. List screen.

License Management

This chapter describes how you can view the license management of **Beyond InventoryApp**.

To view the status of the product license for **Beyond InventoryApp**, proceed as follows:

1. Open the search field (ALT+Q) and search for the page **Beyond License Management**.
2. The **Beyond License Management** page is displayed.



The screenshot shows the 'Beyond License Management' page with a table of licenses. The table has columns for Company Name, Application Name, Status, Start Date, Expiry Date, Trial, Licensed Metric, and Current Metric. The data is as follows:

Company Name	Application Name	Status	Start Date	Expiry Date	Trial	Licensed Metric	Current Metric
Company Name 1	BeyondCalculation	Valid	23.08.2024 08:50	22.09.2030 08:50	<input type="checkbox"/>	1	0
	BeyondServiceRequestor	Valid	02.04.2024 09:13	02.05.2030 09:13	<input type="checkbox"/>	1	0
	BeyondCalculation	Valid	14.06.2024 09:33	13.06.2030 09:33	<input type="checkbox"/>	1	0
	BeyondReportPreview	Valid	15.07.2024 21:26	14.06.2030 21:26	<input type="checkbox"/>	1	0
	BeyondService	Valid	30.01.2023 07:41	28.02.2030 07:41	<input type="checkbox"/>	7	0
	BeyondCues	Valid	29.11.2023 19:15	28.02.2030 07:41	<input type="checkbox"/>	7	0
	BeyondInventoryDetails	Valid	29.01.2024 23:28	28.02.2030 07:41	<input type="checkbox"/>	7	0
	BeyondDataImporter	Valid	17.06.2024 22:55	17.07.2030 22:55	<input type="checkbox"/>	1	0
	BeyondCloudConnector	Valid	04.07.2024 06:42	03.08.2030 06:42	<input type="checkbox"/>	1	0
	BeyondAttributeCare	Valid	14.06.2024 07:31	14.07.2030 07:31	<input type="checkbox"/>	1	0
	BeyondReports	Valid	05.07.2024 08:39	04.08.2030 08:39	<input type="checkbox"/>	1	0
	BeyondDocumentLineTransfer	Valid	18.09.2024 20:40	31.12.2039 00:00	<input type="checkbox"/>	4	0

3. Under the **Licenses** section, you will find all product licenses for BeyondIT applications that have been installed for this company. You can read all the necessary information from the values in the columns:

Column	Description
Company Name	This column indicates the name of the company.
Application Name	This column indicates the name of the application. If you use several BeyondIT products, a separate line is displayed for each product in the overview,
Status	This is the status of the product license. Several values are possible: Valid: The product license is valid and the application can be used without restrictions. Expired: The product license has expired. The application can no longer be used. Trial: The product license is valid and the functionalities of the application can be used for a short period of time (note the value in the expiry date column) with restrictions or without restrictions. Exceeded: The product license has expired. The application can no longer be used.
Start Date	This is the date on which the product license was registered.
Expiry Date	This is the date on which the product license becomes or became invalid. The application can no longer be used.
Trial	This checkbox indicates whether the product license is a trial license. Trial licenses are very limited licenses. You can purchase a full product license after the trial license expires (note the value in the Expiry date column).
Licensed Metric	This column shows how the application was licensed. For example, this can be a tenant license, a license per company or a license per user.
Current Metric	This column shows how many licenses are used in the environment. The difference between the values in the Licensed metric and Current metric columns indicates whether you need to purchase an additional license.

Setup Beyond InventoryApp

This chapter describes how to set up Beyond InventoryApp. Please note that the appropriate permission set for setting up Beyond InventoryApp has been assigned to you. For more information on how the permission set is assigned, refer to the chapter [Assign User Permissions](#).

To set up Beyond InventoryApp, follow these steps:

1. Open the search function from the Role Center (ALT+Q).
2. Search for Beyond InventoryApp Setup and click on the corresponding search result.
3. The Beyond InventoryApp Setup page is displayed.

← [Edit] [Share] [Add] [Delete] ✓ Saved [Bookmark] [Print] [Refresh]

Beyond Inventory App Setup

General

Req. Worksheet Temp... · BESTVOR ▾ Init Bin Code in Phys. ... ·

Transfer Journal Temp... · UMLAGERUNG ▾

4. In the **Req. Worksheet Template Name** field, select a template for an requisition worksheet. This will be used to create order suggestions that are generated in **Beyond InventoryApp**.
5. In the **Transfer Journal Template Name** field, select a template for a transfer journal. This will be used to create transfer journals that are generated in **Beyond InventoryApp**.
6. Activate the **Init Bin Code in Phys. Invt.** slider if you want the system to pre-fill an item's bin location with its default bin location during inventory recordings.

You have set up Beyond InventoryApp. For more information on how to use Beyond InventoryApp, refer to the [Purchase Order](#) chapter.

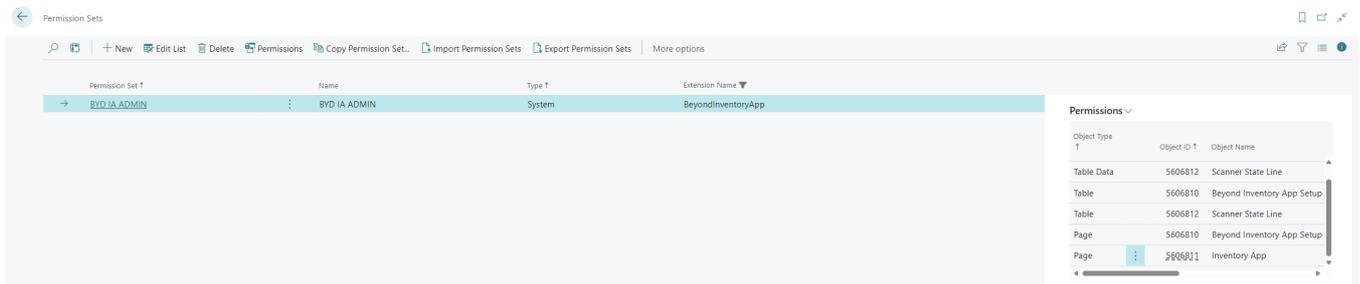
Assign User Permissions

The following description shows how to assign user permissions for the **BEYOND InventroyApp** extension. The permission sets provided are:

Permission Set	Description
BYD IA ADMIN	This permission set enables the use of the BeyondInventoryApp extension.

To assign the permission set for **BEYOND InventroyApp** to a user, proceed as follows:

1. Open the search function from the role center (**ALT+Q**).
2. Search for **Permission Sets** and click on the appropriate search result.
3. The **Permission Sets** page is displayed.
4. Select one of the above permission sets from the list.
5. Click **Related > Permissions > Permission Set by User** in the menu bar.



6. The **Permission Set by User** page is displayed.
7. Show the filter area (**SHIFT+F3**) and pick **Extension Name** and the value **BeyondInventoryApp** as filter criteria.
8. The list is filtered to the permission sets of **BeyondInventoryApp**.
9. Select the check box on the right side of the page for the user or users to whom you want to assign the permission set.

You have assigned a permission set for **BEYOND InventroyApp** to a user. Note that users with the **SUPER** permission set have all rights, i.e. you do not need to give this user any additional rights.

Warehouse Receipt

This chapter explains the functions of **Beyond InventoryApp** in relation to the warehouse receipt in Business Central.

NOTE

Warehouse employee required In order to use the **Beyond InventoryApp** functions described below, your user account must be registered as a warehouse employee. For more information on how to set up a user as a warehouse employee in your Business Central, please refer to the chapter [Set up warehouse employee](#).

NOTE

Warehouse Receipt required You cannot create receipts with **Beyond InventoryApp**. In order to use the functions of **Beyond InventoryApp** with regard to warehouse receipts, corresponding documents must be available in the system. Further information on warehouse receipts can be found in the chapter [Receive items with a warehouse receipt](#).

1. Open the search field (ALT+Q) and search for the page **InventoryApp**.
2. the **InventoryApp** page is displayed.



Inventory App

Orders

-  Warehouse Receipt
-  Purchase Order
-  Sales Order
-  Service Order

Inventory

-  Requisition Worksheet
-  Transfer Journal Batch
-  Phys. Inventory Record
-  Exit

3. Select **Warehouse Receipt**.
4. The document selection is displayed.



Select Document

Document No.



Name

Posting Date

Vendor Shipment No.

5. Select a document:

- Use the scanner function  with your mobile device and scan the barcode on a warehouse receipt.
or
- Select the magnifying glass icon  to select the warehouse receipt from the overview of all warehouse receipts.
After selecting the document, additional information is displayed in the fields.

6. Click on **Confirm** to open the receipt in **Beyond InventoryApp**.

7. The receipt is displayed in **Beyond InventoryApp**.



Item Scan - Warehouse Receipt RE000002 - Kiel Hauptlager

Item No.



Description

Location



Bin



UoM

Quantity



0



Confirm

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
SP-SCM1004		AutoDrip		106015	KIEL	HR-1 	10	0	 
WDB-1000		Whole Decaf Beans, Colombia		106015	KIEL	<input type="text"/> 	20	0	 

8. To select an item, enter the item number in the **Item No.** field:

- Use the scanner function  with your mobile device and scan the item barcode. or
- Select the magnifying glass icon  to select an item from the overview of all items.

9. Enter the quantity in the **Quantity** field.

10. Tap **Confirm** to add the item in the corresponding quantity to the lines.

11. You can also specify a storage bin in the item lines if required.

12. To save only the changes to the voucher, select **Save**. If you also want to post the document, select **Save + Process**.

You have entered a warehouse receipt.

[Next chapter](#)

Icons created by DinosoftLabs - Flaticon

Purchase Order

This chapter explains the functions of **Beyond InventoryApp** in relation to the purchase order in Business Central.

NOTE

Please note that a corresponding document must always be available in the system in order to use **Beyond InventoryApp**. Only an existing purchase order can be selected via the app's user interface. It is not possible to create a purchase order via **Beyond InventoryApp**. If you do not have a purchase order, you must create it in the standard Business Central app.

This chapter is divided into the following sections:

- [Add Item Lines to Purchase Order](#)
- [Check Purchase Order](#)

Add Item Lines to Purchase Order

This functional example describes how you can add new item lines to a purchase order. This function is used, for example, if you want to replenish a low stock of items.

NOTE

Please note that you can only select purchase orders whose status is **Open**. No purchase orders with **Released** status are displayed in the document selection. If you want to add item lines to a purchase order whose status is **Released**, you must first reset the status to **Open** before you can select the document via the **StorageApp** page.

To add items to a purchase order via **Beyond InventoryApp**, proceed as follows:

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

-  Warehouse Receipt
-  Purchase Order
-  Sales Order
-  Service Order

Inventory

-  Requisition Worksheet
-  Transfer Journal Batch
-  Phys. Inventory Record
-  Exit

3. Select **Purchase Order**.

4. The document selection is displayed.



Select Document

Document No.



Name

Salesperson / Purchaser

Warehouse Date

Posting Date

Vendor Order No.

Vendor Shipment No.

Your Reference

 Home

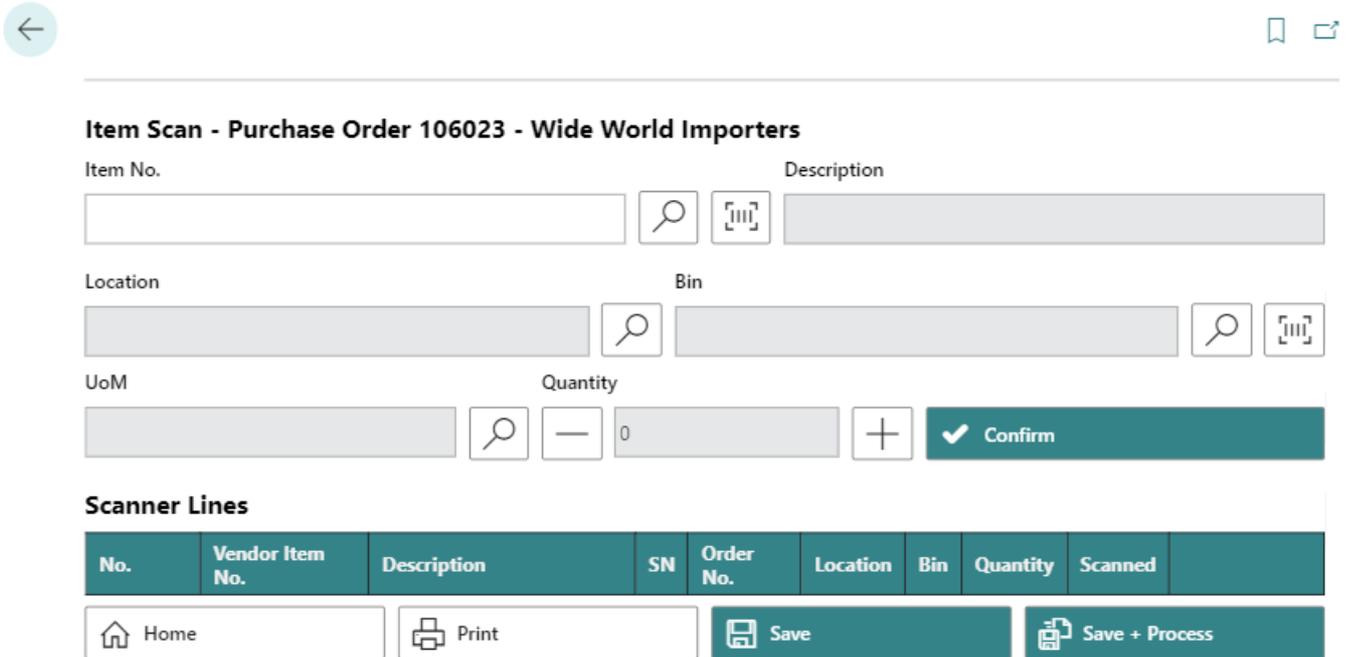
 Confirm

5. Select a document:

- Use the scanner function  with your mobile device and scan the barcode on a purchase order.
or

- Select the magnifying glass icon  to select the purchase order from the overview of all purchase orders. After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.
7. The purchase order card is displayed.



Item Scan - Purchase Order 106023 - Wide World Importers

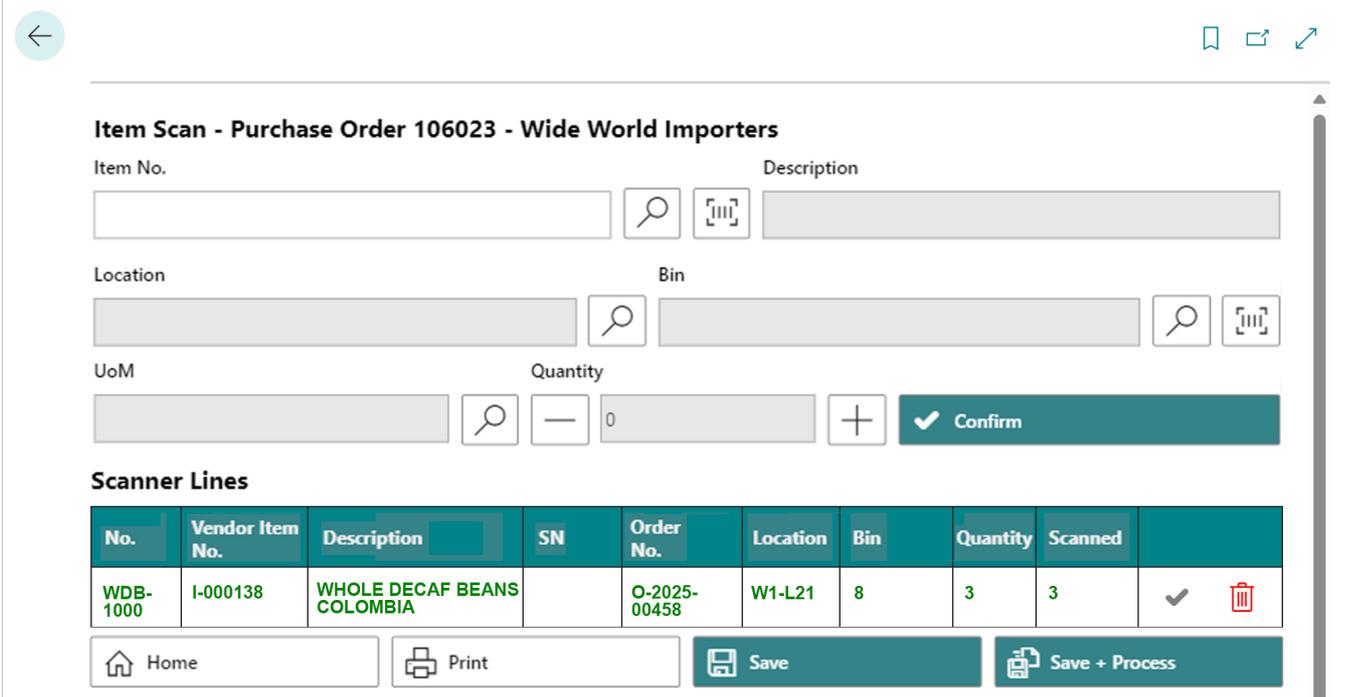
Item No. Description

Location Bin

UoM Quantity

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
<input type="button" value="Home"/> <input type="button" value="Print"/> <input type="button" value="Save"/> <input type="button" value="Save + Process"/>									

8. To add an item to the document lines, enter the item number in the **Item No.** field:
 - Use the scanner function  with your mobile device and scan the item barcode.
 - or
 - Select the magnifying glass icon  to select an item from the overview of all items.
9. Enter a storage location for the item. To do this, select the magnifying glass symbol next to the **Location** field.
10. Enter a storage bin for the item. To do this, select the magnifying glass symbol next to the **Bin*** field or scan the barcode of the storage bin with your mobile device.
11. You can increase or decrease the number of items using the plus and minus buttons under **Quantity**.
12. To add the item in the specified quantity to the lines, select the **Confirm** button.



Item Scan - Purchase Order 106023 - Wide World Importers

Item No. Description

Location Bin

UoM Quantity

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned
WDB-1000	I-000138	WHOLE DECAF BEANS COLOMBIA		O-2025-00458	W1-L21	8	3	3

13. The added item line is highlighted in green in the app. If you have added an item requiring a serial number to the purchase order, you must enter the serial numbers when delivering the purchase order. You can find more information on this in the chapter [Check Purchase Order](#).

14. Select **Save** to transfer the item line to the purchase order.
15. If you want to add all item lines to the document and post the document, select the **Save + Process** button.

You have added one or more item lines to an empty purchase order.

Check Purchase Order

This section describes how you can check a purchase order with **Beyond InventoryApp**.

For the following description, we assume that a purchase order with item lines already exists. In our example, the purchase order also contains an item requiring a serial number, the serial number of which must be entered subsequently.

Proceed as follows to check the purchase order:

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

-  Warehouse Receipt
-  Purchase Order
-  Sales Order
-  Service Order

Inventory

-  Requisition Worksheet
-  Transfer Journal Batch
-  Phys. Inventory Record
-  EXIT Exit

3. Select **Purchase Order**.
4. The document selection is displayed.



Select Document

Document No.



Name

Salesperson / Purchaser

Warehouse Date

Posting Date

Vendor Order No.

Vendor Shipment No.

Your Reference



Home



Confirm

5. Select a document:

- o Use the scanner function  with your mobile device and scan the barcode on a purchase order.
or
- o Select the magnifying glass icon  to select the purchase order from the overview of all purchase orders. After selecting the document, additional information will be displayed in the fields.

6. Select the **Confirm**  icon.

7. The purchase order card is displayed.



Item Scan - Purchase Order 106023 - Wide World Importers

Item No.



Description

Location



Bin



UoM



Quantity



0



Confirm

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
1003	I-000177	Stihl Chain Saw		O-2025-00477	W1-L21	8	3	0	 
2001	I-000121	Engine Oil 1L		O-2025-00477	W2-L9	1	5	0	 



Home



Print



Save



Save + Process

8. Check the item quantities listed on the purchase order against the quantities delivered. If the quantities match, select the green checkmark behind the corresponding item line. For items that require a serial number, you must provide the serial number. To do this, select the clipboard icon  in the **SN** column.

Serial No. List

Scanned 0 of 3

- The **Serial No. List** window is displayed.
- Enter the serial number.
 - To do this, select the search function  if you want to select a serial number already stored in the system.
 - To do this, select the scanner function  if you want to scan and insert the barcode of a serial number.
 - Select the plus symbol  if you want to enter the serial number manually using the keyboard.
- Confirm the entered serial number via the green tick on the right-hand side of the screen .

Serial No. List

Scanned 0 of 3

- Repeat the process until all serial numbers have been confirmed and then click **OK** to transfer them to the document card.

Item Scan - Purchase Order 106023 - Wide World Importers

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned		
1003	I-000177	Stihl Chain Saw		O-2025-00477	W1-L21	8	3	3		
2001	I-000121	Engine Oil 1L		O-2025-00477	W2-L9	1	5	0		

- As shown in the screenshot, the value under the **Scanned** column is changed when you enter serial numbers.
- Confirm the quantity of items that do not require a serial number by selecting the green tick on the right-hand side of the screen .

15. To save only the changes to the document, select **Save**. If you also want to post the document, select **Save + Process**.

You have reviewed the purchase order and updated the item quantities (and, if applicable, the serial numbers).

[Next Chapter](#)

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Sales Order

This chapter explains the functions of **Beyond InventoryApp** in relation to the sales order in Business Central.

NOTE

Please note that a corresponding document must always be available in the system in order to use **Beyond InventoryApp**. Only an existing sales order can be selected via the app's user interface. It is not possible to create a sales order via **Beyond InventoryApp**. If you do not have a sales order, you must create it in the standard Business Central app.

This chapter is divided into the following sections:

- [Add item lines to a sales order](#)
- [Check sales order](#)

Add item lines to a sales order

This functional example describes how you can add new item lines to a sales order. This function is used, for example, when you select items with the customer in the store area.

NOTE

Please note that you can only select sales orders whose status is **Open**. No sales orders with **Released** status are displayed in the document selection. If you want to add item lines to a sales order whose status is **Released**, you must first reset the status to **Open** before you can select the document via the **Inventory App** page.

To add items to a sales order via **Beyond InventoryApp**, proceed as follows:

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

	Warehouse Receipt
	Purchase Order
	Sales Order
	Service Order

Inventory

	Requisition Worksheet
	Transfer Journal Batch
	Phys. Inventory Record
	Exit

3. Select **Sales Order**.

4. The document selection is displayed.



Select Document

Document No.

Name

Salesperson / Purchaser

Warehouse Date

Posting Date

Your Reference

External Document No.

<input type="button" value="🏠 Home"/>	<input type="button" value="✔ Confirm"/>
---------------------------------------	--

5. Select a document:

- Use the scanner function  with your mobile device and scan the barcode on a sales order.
or

- Select the magnifying glass icon  to select the sales order from the overview of all sales orders.
After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.

7. The Sales Order card is displayed.



Item Scan - Sales Order 101014 - Trey Research

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
<input type="button" value="Home"/> <input type="button" value="Print"/> <input type="button" value="Save"/> <input type="button" value="Save + Process"/>									

8. To add an item to the document lines, enter the item number in the **Item No.** field:
 - o Use the scanner function with your mobile device and scan the item barcode.
 - or
 - o Select the magnifying glass icon to select an item from the overview of all items.
9. The storage location for the item is displayed in the **Location** field.
10. The storage bin for the item is displayed in the **Bin** field.
11. You can increase or decrease the number of items using the plus and minus buttons under **Quantity**.
12. To add the item in the specified quantity to the lines, select the **Confirm** button.



Item Scan - Sales Order 101014 - Trey Research

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned
2001	I-000121	Engine Oil 1L		O-2025-00477	W2-L9	1	5	5

13. The added item line is highlighted in green in the app. If you have added an item requiring a serial number to the sales order, you must enter the serial number. You can find more information on this in the chapter [Check Sales Order](#).
14. Select **Save** to transfer the line to the sales order.
15. If you want to add all item lines to the voucher and post the voucher, select the **Save + Process** button.

You have added one or more item lines to an empty sales order.

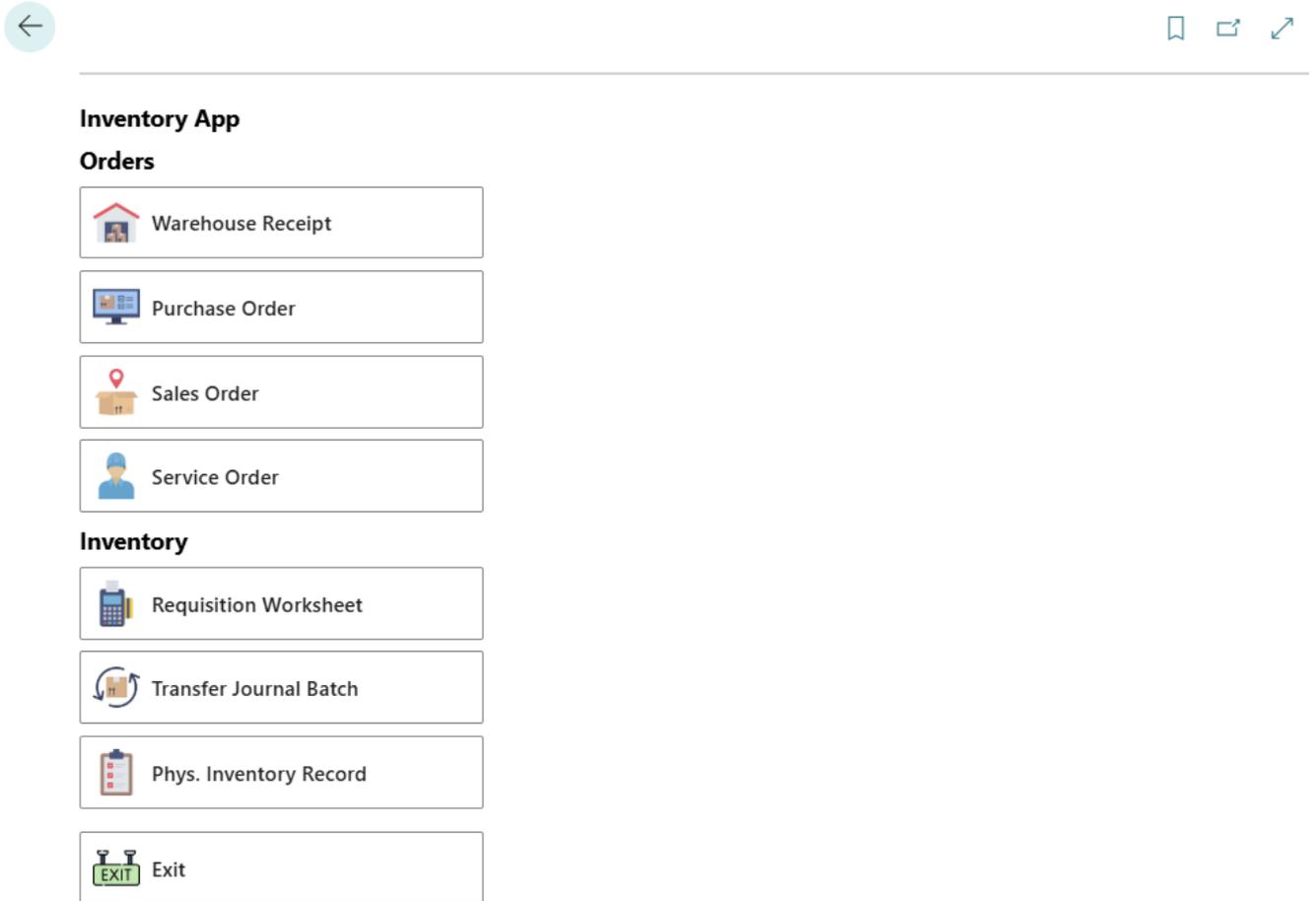
Check Sales Order

This section describes how you can check a sales order with **Beyond InventoryApp**.

For the following description, we assume that a sales order with item lines already exists. In our example, a sales order also contains an item requiring a serial number, the serial number of which must be entered subsequently.

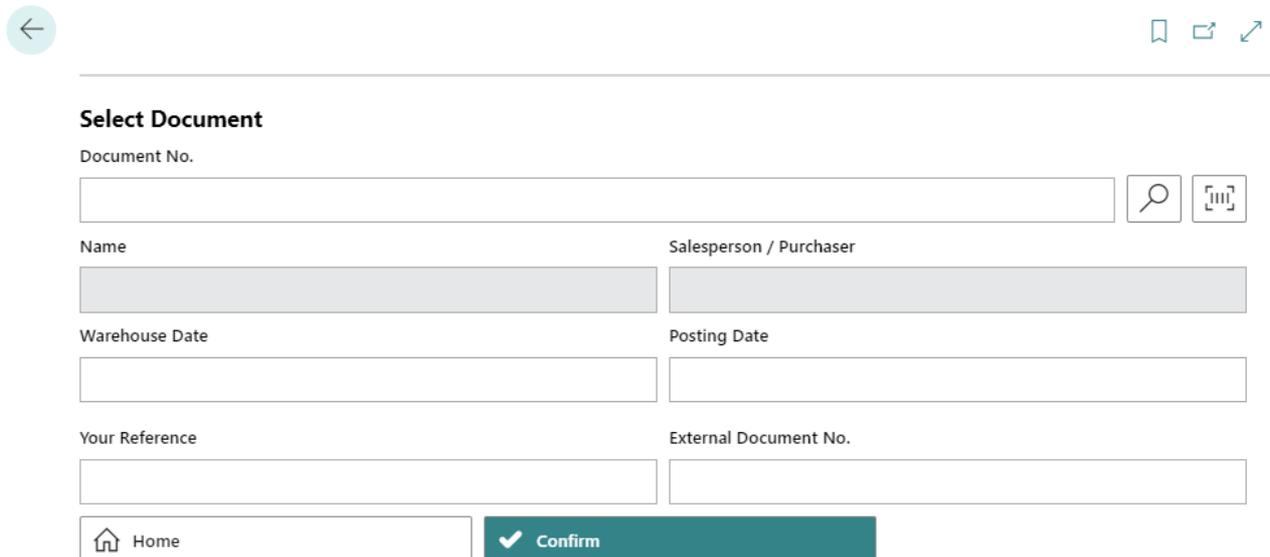
Proceed as follows to check the sales order:

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



The screenshot shows the 'Inventory App' main menu. At the top, there is a navigation bar with a back arrow on the left and three icons (bookmark, share, refresh) on the right. Below the navigation bar, the title 'Inventory App' is displayed. Underneath, there are two main sections: 'Orders' and 'Inventory'. The 'Orders' section contains four buttons: 'Warehouse Receipt' (with a warehouse icon), 'Purchase Order' (with a computer monitor icon), 'Sales Order' (with a location pin icon), and 'Service Order' (with a person icon). The 'Inventory' section contains four buttons: 'Requisition Worksheet' (with a calculator icon), 'Transfer Journal Batch' (with a circular arrow icon), 'Phys. Inventory Record' (with a clipboard icon), and 'Exit' (with an 'EXIT' sign icon).

3. Select **Sales Order**.
4. The document selection is displayed.



The screenshot shows the 'Select Document' screen. At the top, there is a navigation bar with a back arrow on the left and three icons (bookmark, share, refresh) on the right. Below the navigation bar, the title 'Select Document' is displayed. Underneath, there is a form with several fields: 'Document No.' (with a search icon and a scanner icon), 'Name' (with a salesperson/purchaser icon), 'Warehouse Date', 'Posting Date', 'Your Reference', and 'External Document No.'. At the bottom, there are two buttons: 'Home' (with a house icon) and 'Confirm' (with a checkmark icon).

5. Select a document:

- o Use the scanner function  with your mobile device and scan the barcode on a sales order.
- or

- o Select the magnifying glass icon  to select the sales order from the overview of all sales orders. After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.
7. The sales order card is displayed.

←
🔖 📄 ↗

Item Scan - Sales Order 101014 - Trey Research

Item No.   Description

Location  Bin  

UoM  Quantity   ✔ Confirm

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
1003	I-000177	Stihl Chain Saw		O-2025-00477	W1-L21	8	3	3	✔ 
2001	I-000121	Engine Oil 1L		O-2025-00477	W2-L9	1	5	0	✔ 

 Home
 Print
 Save
 Save + Process

8. Check the item quantities specified on the purchase order against the item quantities delivered. If the quantities match, select the green tick behind the corresponding item line. If the item requires a serial number, you must enter the serial number. To do this, select the clipboard icon  in the **SN** column.

Serial No. List

Scanned 0 of 3

 Clear List

 Add Serial No.

 Cancel

 Ok

9. The **Serial No. List** window is displayed.
10. Enter the serial number.
 - o To do this, select the search function  if you want to select a serial number already stored in the system.
 - o To do this, select the scanner function  if you want to scan and insert the barcode of a serial number.
 - o Select the plus symbol  if you want to enter the serial number manually using the keyboard.
11. Confirm the entered serial number via the green tick on the right-hand side of the screen .

Serial No. List

Scanned 0 of 3

✓ 🗑️

12. Repeat the process until all serial numbers have been confirmed and then click **OK** to transfer them to the document card.

← 🔖 📄 ↗️

Item Scan - Sales Order 101014 - Trey Research

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
1003	I-000177	Stihl Chain Saw	<input type="button" value="📄"/>	O-2025-00477	W1-L21	8	3	3	✓ 🗑️
2001	I-000121	Engine Oil 1L		O-2025-00477	W2-L9	1	5	5	✓ 🗑️

13. As shown in the screenshot, the value under the **Scanned** column is changed when you enter serial numbers.

14. Confirm the quantity of items that do not require a serial number by selecting the green tick on the right-hand side of the screen ✓.

15. To save only the changes to the document, select **Save**. If you also want to post the document, select **Save + Process**.

You have checked the sales order and maintained the item quantities (and serial numbers, if applicable).

Next Chapter

Service Order

This chapter explains the functions of **Beyond InventoryApp** in relation to the service order in Business Central.

NOTE

Please note that a corresponding document must always be available in the system in order to use **Beyond InventoryApp**. Only an existing service order can be selected via the app's user interface. It is not possible to create a service order via **Beyond InventoryApp**. If you are missing a service order, you must create it in the standard Business Central app.

This chapter is divided into the following sections:

- [Add item lines to a service order](#)
- [Check Service Order](#)

Add item lines to a service order

This functional example describes how you can add new item lines to a service order. This function is used, for example, when you as an employee go to the warehouse to retrieve items for a service order and use them for the service order.

NOTE

Please note that you can only select service orders whose status is **Open**. No service orders with **Released** status are displayed in the document selection. If you want to add item lines to a service order whose status is **Released**, you must first reset the status to **Open** before you can select the document via the **Inventory App** page.

To add items to a service order via **Beyond InventoryApp**, proceed as follows:

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

	Warehouse Receipt
	Purchase Order
	Sales Order
	Service Order

Inventory

	Requisition Worksheet
	Transfer Journal Batch
	Phys. Inventory Record
	Exit

3. Select **Service Order**.

4. The document selection is displayed.



Select Document

Document No.



Name

Salesperson / Purchaser

Warehouse Date

Posting Date

Your Reference

External Document No.

5. Select a document:

- Use the scanner function  with your mobile device and scan the barcode on a service order.
or
- Select the magnifying glass icon  to select the service order from the overview of all service orders.
After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.

7. The service order card is displayed.



Item Scan - Service Order SVO000013###10000 - Adatum Corporation

Item No. Description

Location Bin

UoM Quantity 0

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
<input type="button" value="Home"/> <input type="button" value="Print"/> <input type="button" value="Save"/> <input type="button" value="Save + Process"/>									

8. To add an item to the document lines, enter the item number in the **Item No.** field:
 - o Use the scanner function with your mobile device and scan the item barcode.
 - or
 - o Select the magnifying glass icon to select an item from the overview of all items.
9. The storage location for the item is displayed in the **Location** field.
10. The storage bin for the item is displayed in the **Bin** field.
11. You can increase or decrease the number of items using the plus and minus buttons under **Quantity**.
12. To add the item in the specified quantity to the lines, select the **Confirm** button.



Item Scan - Service Order SVO000013###10000 - Adatum Corporation

Item No. Description

Location Bin

UoM Quantity 0

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
1012	I-000177	Oil Pan Screw		O-2025-00127	W2-L1	3	1	1	
2043	I-000321	Engine Oil 5L		O-2025-00117	W2-L9	4	1	1	

13. The added item line is highlighted in green in the app. If you have added an item requiring a serial number to the service order, you must enter the serial number. You can find more information on this in the chapter [Check service order](#).
14. Select **Save** to transfer the line to the service order.
15. If you want to add all item lines to the document and post the document, select the **Save + Process** button.

You have added one or more item lines to an empty service order.

Check Service Order

This section describes how you can check a service order with **Beyond InventoryApp**.

For the following description, we assume that a service order with item lines already exists. In our example, a service order also contains an item requiring a serial number, the serial number of which must be entered subsequently.

Proceed as follows to check the service order:

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

-  Warehouse Receipt
-  Purchase Order
-  Sales Order
-  Service Order

Inventory

-  Requisition Worksheet
-  Transfer Journal Batch
-  Phys. Inventory Record
-  Exit

3. Select **Service Order**.
4. The document selection is displayed.



Select Document

Document No.



Name

Salesperson / Purchaser

Warehouse Date

Posting Date

Your Reference

External Document No.

 Home

 Confirm

5. Select a document:

- Use the scanner function  with your mobile device and scan the barcode on a service order.
or
- Select the magnifying glass icon  to select the service order from the overview of all service orders.
After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.

7. The service order card is displayed.

Item Scan - Service Order SVO000013###10000 - Adatum Corporation

Item No.   Description

Location  Bin  

UoM Quantity   

Scanner Lines

No.	Vendor Item No.	Description	SN riennr.	Order No.	Location	Bin	Quantity	Scanned	
1012	I-000177	Oil Pan Screw		O-2025-00127	W2-L1	3	1	1	 
2043	I-000321	Engine Oil 5L		O-2025-00117	W2-L9	4	1	1	 
2005	I-000514	Control Unit		O-2025-00182	W4-L2	1	1	0	 

 Home  Print  Save  Save + Process

8. Überprüfen Sie die angegebenen Artikelmenen auf der Einkaufsbestellung mit den gelieferten Artikelmenen. Wenn die Mengen übereinstimmen, wählen Sie den grünen Haken hinter der entsprechenden Artikelzeile aus. Wenn es sich um einen seriennummernpflichtigen Artikel handelt, müssen Sie die Seriennummer angeben. Wählen Sie dazu das Klemmbrett-Symbol  in der Spalte **Seriennummer** aus.

Serial No. List

 Lookup Serial No.  Scan Serial No.

Scanned 0 of 1

 Clear List  Add Serial No.

 Cancel  Ok

9. The **Serial No. List** window is displayed.

10. Enter the serial number.

- To do this, select the search function  if you want to select a serial number already stored in the system.
- To do this, select the scanner function  if you want to scan and insert the barcode of a serial number.

- o Select the plus symbol  if you want to enter the serial number manually using the keyboard.

11. Confirm the entered serial number via the green tick on the right-hand side of the screen .

Serial No. List

Scanned 0 of 1




12. Repeat the process until all serial numbers have been confirmed and then click **OK** to transfer them to the document card.

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Item Scan - Service Order SVO000013###10000 - Adatum Corporation

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned		
1012	I-000177	Oil Pan Screw		O-2025-00127	W2-L1	3	1	1	✓	🗑
2043	I-000321	Engine Oil 5L		O-2025-00117	W2-L9	4	1	1	✓	🗑
2005	I-000514	Control Unit	📄	O-2025-00182	W4-L2	1	1	1	✓	🗑

13. As shown in the screenshot, the value under the **Scanned** column is changed when you enter serial numbers.

14. Confirm the quantity of items that do not require a serial number by selecting the green tick on the right-hand side of the screen .

15. To save only the changes to the document, select **Save**. If you also want to post the document, select **Save + Process**.

You have checked the service order and maintained the item quantities (and serial numbers, if applicable).

Next Chapter

Requisition Worksheet

This chapter explains the functions of **Beyond InventoryApp** in relation to the requisition worksheet in Business Central.

NOTE

Please note that a corresponding document must always be available in the system in order to use **Beyond InventoryApp**. Only an existing requisition worksheet can be selected via the app's user interface. It is not possible to create a requisition worksheet via **Beyond InventoryApp**. If you do not have a requisition worksheet, you must create it in the standard Business Central app.

This chapter is divided into the following sections:

- [Add item lines to a requisition worksheet](#)

Add item lines to a requisition worksheet

This section describes how to use **Beyond InventoryApp** to add item lines to an order worksheet in Business Central.

NOTE

Please note that **Beyond InventoryApp** must be set up for the function described below. You must define a default requisition worksheet template name to be selected on the **Beyond InventoryApp setup** page. For more information, please refer to the chapter [Beyond InventoryApp Setup](#).

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

-  Warehouse Receipt
-  Purchase Order
-  Sales Order
-  Service Order

Inventory

-  Requisition Worksheet
-  Transfer Journal Batch
-  Phys. Inventory Record
-  Exit

3. Select **Requisition Worksheet**.
4. The document selection is displayed.



Select Document

Document No.



Name

5. Select a document:

- o Use the scanner function  with your mobile device and scan the barcode on a requisition worksheet. or
- o Select the magnifying glass icon  to select a requisition worksheet.

After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.

7. The requisition worksheet card is displayed.



Item Scan - Requisition Worksheet LAGER - LAGER

Item No.



Description

Location



Bin



UoM



Quantity



Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned

8. To add an item to the lines, enter the item number in the **Item No.** field:

- o Use the scanner function  with your mobile device and scan the item barcode. or
- o Select the magnifying glass icon  to select an item from the overview of all items.

9. Enter a storage location for the item. To do this, select the magnifying glass symbol next to the **Location** field.

10. Enter a storage bin for the item. To do this, select the magnifying glass symbol next to the **Bin** field or scan the barcode of the storage bin with your mobile device.

11. You can increase or decrease the number of items using the plus and minus buttons under **Quantity**.

12. To add the item in the specified quantity to the lines, select the **Confirm** button.



Item Scan - Requisition Worksheet LAGER - LAGER

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
10010	A-000000001245	STIHL CHAIN SAW	<input type="button" value="📄"/>	O-00152	CENTRAL	INDO-HR-1-4	10	0	<input checked="" type="checkbox"/> <input type="button" value="🗑"/>

You have added an item to a requisition worksheet.

[Next Chapter](#)

Transfer Journal Batch

This chapter explains the functions of **Beyond InventoryApp** in relation to the Transfer Journal Batch in Business Central.

NOTE

Please note that a corresponding document must always be available in the system in order to use **Beyond InventoryApp**. Only an existing transfer journal batch can be selected via the app's user interface. It is not possible to create a transfer journal batch via **Beyond InventoryApp**. If you do not have a transfer journal batch, you must create it in the standard Business Central app.

Change Bin for Items

This section describes how you can use **Beyond InventoryApp** to change the storage bin of an item in your warehouse to another storage bin within the same warehouse.

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders



Inventory



3. Select **Transfer Journal Batch**.
4. The document selection is displayed.



Select Document

Document No.



Name

5. Select a document:

- Use the scanner function  with your mobile device and scan the barcode of the transfer journal batch page.
or
- Select the magnifying glass icon  to select the transfer journal batch from the overview of all item journal batches.

After selecting the document, additional information is displayed in the fields.

6. Select the **Confirm**  icon.

7. The transfer journal batch card is displayed.



Item Scan - Transfer Journal Batch LAGER - LAGER

Item No.



Description

Location



Bin



New Location



New Bin



UoM



Quantity



Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned

8. To select an item, enter the item number in the **Item No.** field:

- Use the scanner function  with your mobile device and scan the item barcode.
or
- Select the magnifying glass icon  to select an item from the overview of all items.

9. Select the storage location in the **Location** field.

10. In the **Bin** field, select the bin of the item where it is currently stored.

- Use the scanner function  with your mobile device and scan the storage bin barcode.
or

- o Select the magnifying glass icon  to manually select a storage bin from the overview of all storage bins.
- Select the new storage location for the item in the **New Location** field.
 - In the **New Bin** field, select the bin of the item where it will be stored in future.
 - o Use the scanner function  with your mobile device and scan the storage bin barcode.
 - or
 - o Select the magnifying glass icon  to manually select a storage bin from the overview of all storage bins.
 - You can increase or decrease the number of items using the plus and minus buttons under **Quantity**.



Item Scan - Transfer Journal Batch LAGER - LAGER

Item No.   Description

Location  Bin  

New Location  New Bin  

UoM  Quantity  

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
									

- To add the item in the specified quantity to the lines, select the **Confirm** button.
- The item line is added.



Item Scan - Transfer Journal Batch LAGER - LAGER

Item No.   Description

Location  Bin  

New Location  New Bin  

UoM  Quantity  

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
1005		STIHL CHAIN SAW			CENTRAL	INDO-HR-1-3	5	0	
									

- If you want to transfer an item that requires a serial number, you must enter the serial numbers of the items. Select the symbol under the **SN** column and enter the serial numbers.

17. To save only the changes to the document, select **Save**. If you also want to post the document, select **Save + Process**.

You have moved an item.

[Next Chapter](#)

Icons made by DinosoftLabs - Flaticon

Physical Inventory Record

This chapter describes how you can enter an physical inventory record using **Beyond InventoryApp**.

NOTE

Please note that a corresponding document must always be available in the system in order to use **Beyond InventoryApp**. Only an existing physical inventory record can be selected via the app's user interface. If you do not have a physical inventory record, you must create it in the standard Business Central app.

The contents of this chapter are divided into the following sections:

- [Add item lines to the physical inventory record](#)
- [Confirm item quantities in bins in a prepared physical inventory record](#)

Please note that **Beyond InventoryApp** adds a new column to the lines of the physical inventory recording in Business Central. The value in the corresponding item line (under the **Quantity Scanned** column) indicates how many items have been recorded using **Beyond InventoryApp**.

Phys. Inventory Recording

IA00002 · 4 · INDO-HR-4-1

Print... Import Recording Lines... Export Recording Lines... Finish... Reopen... Related Automate Fewer options

General

Order No. IA00002 Person Responsible Recorded by User Id ADMIN

Recording No. 4 Status Open Date Recorded 12.11.2024

Description INDO-HR-4-1 Person Recorded Time Recorded 13:19:41

Location Code CENTRAL Assigned to User Id Allow Recording Without Order

Lines Manage Functions Line

New Line Delete Line

Item No.	Item Reference No.	Description	Location Code	Bin Code	Use Item Tracking	Serial No.	Lot No.	Unit of Measure Code	Quantity	Quantity Scanned	Recorder
SP-SCM1004		AutoDrip	CENTRAL	INDO-HR-4-1	<input type="checkbox"/>			STÜCK	3	3	<input type="checkbox"/>
					<input type="checkbox"/>				0	0	<input type="checkbox"/>

Add item lines to the physical inventory record

This section describes how to add one or more item lines to an empty physical inventory record of an inventory order.

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



Inventory App

Orders

-  Warehouse Receipt
-  Purchase Order
-  Sales Order
-  Service Order

Inventory

-  Requisition Worksheet
-  Transfer Journal Batch
-  Phys. Inventory Record
-  Exit

3. Select **Phys. Inventory Entry**.
4. The document selection is displayed.



Select Document

Document No.



Name

 Home

 Confirm

5. Select an inventory record. Please note that you can only select inventory records that are assigned to you as a user or that are not assigned to no one. You cannot select an inventory entry that is assigned to another user.
 - o Use the scanner function  with your mobile device and scan the barcode on an inventory record.
or
 - o Select the magnifying glass icon  to select the inventory record from the overview of all inventory records. After selecting the document, additional information is displayed in the fields.
6. Select the **Confirm**  icon.
7. The inventory record card is displayed.



Item Scan - Phys. Inventory Record IA00002###1 - INDO-HR-1-3

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned
Home	Print	Save	Save + Process					

- Before you add item lines to the inventory record, enter a storage location and a storage bin. Select the magnifying glass icon in the **Location** field and define the storage location.
- After you have defined the storage location, select the magnifying glass icon in the **Bin** field and define the storage bin. **Beyond InventoryApp** saves these data when you start recording the item quantities in this storage location and storage bin.



Item Scan - Phys. Inventory Record IA00002###1 - INDO-HR-1-3

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned
Home	Print	Save	Save + Process					

- To add an item to the inventory entry lines, enter the item number in the **Item No.** field:
 - Use the scanner function with your mobile device and scan the item barcode.
or
 - Select the magnifying glass icon to select an item from the overview of all items.
- If you have added an item requiring a serial number to the lines, you must maintain the serial numbers. To do this, select the clipboard icon in the **SN** column.

Serial No. List

Scanned 0 of 3

12. The **Serial No. List** window is displayed.

13. Enter the serial number.

- To do this, select the search function  if you want to select a serial number already stored in the system.
- To do this, select the scanner function  if you want to scan and insert the barcode of a serial number.
- Select the plus symbol  if you want to enter the serial number manually using the keyboard.

14. Confirm the entered serial number via the green tick on the right-hand side of the screen .

Serial No. List

Scanned 0 of 3

15. Repeat the process until all serial numbers have been confirmed and then click **OK** to transfer them to the document card.

Item Scan - Phys. Inventory Record IA00002###1 - INDO-HR-1-3

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
10010		STIHL CHAIN SAW			CENTRAL	INDO-HR-1-3	3	3	 
1003		ENGINE OIL			CENTRAL	INDO-HR-1-3	10	10	 
1002		OIL PAN SCREW			CENTRAL	INDO-HR-1-3	147	147	 

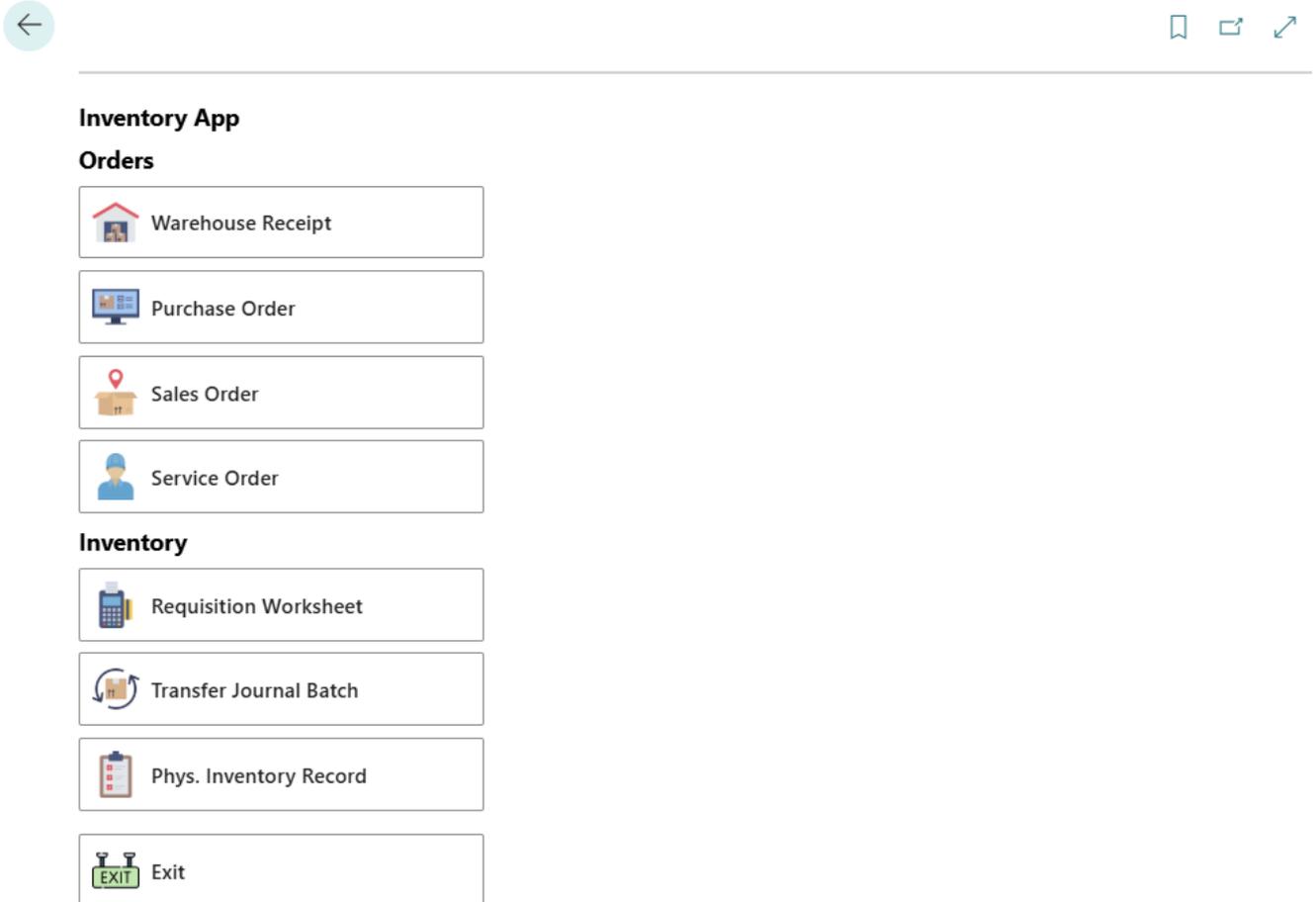
16. To save the recorded lines of the inventory record, select **Save**. If you want to end the record and process it, select **Save + Process**.

You have created an empty inventory record for a storage bin and added item lines with different quantities.

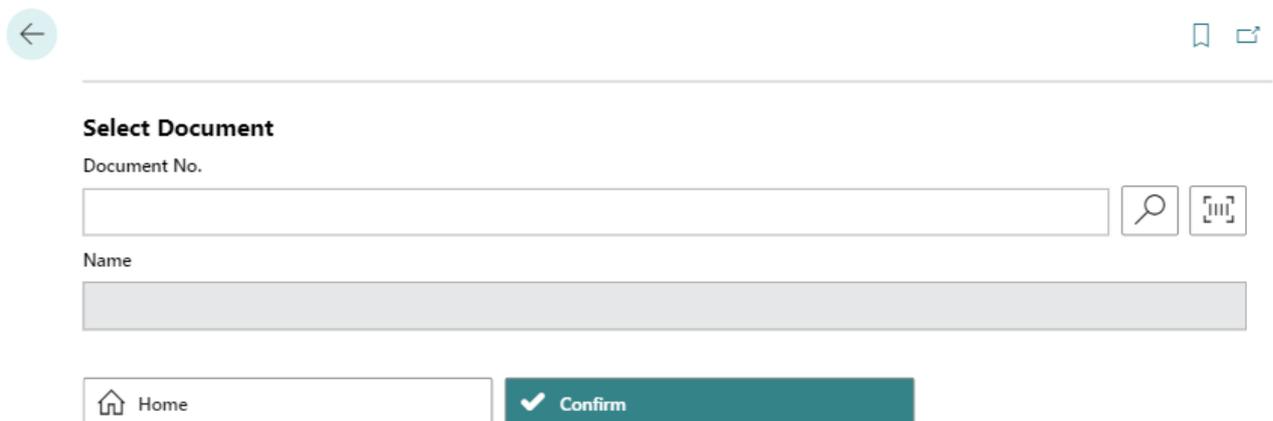
Confirm item quantities in bins in a prepared physical inventory record

This section describes how you can use **Beyond InventoryApp** to confirm the item quantities in a prepared inventory record.

1. Open the search field (ALT+Q) and search for the page **Inventory App**.
2. The **Inventory App** page is displayed.



3. Select **Phys. Inventory Entry**.
4. The document selection is displayed.



5. Select an inventory record. Please note that you can only select inventory records that are assigned to you as a user or that are not assigned to no one. You cannot select an inventory record that is assigned to another user.
 - o Use the scanner function  with your mobile device and scan the barcode on an inventory record.

Serial No. List

Scanned 0 of 3

✓ 🗑️

13. Repeat the process until all serial numbers have been confirmed and then click **OK** to transfer them to the document card.



Item Scan - Phys. Inventory Record IA00002###4 - INDO-HR-4-1

Item No. Description

Location Bin

UoM Quantity

Scanner Lines

No.	Vendor Item No.	Description	SN	Order No.	Location	Bin	Quantity	Scanned	
SP-SCM1009		Airpot		IA00002	CENTRAL	INDO-HR-4-1	5	5	✓ 🗑️
SP-SCM1004		AutoDrip		IA00002	CENTRAL	INDO-HR-4-1	3	3	✓ 🗑️
10010		Stihl Chain Saw	📄	IA00002	CENTRAL	INDO-HR-4-1	3	3	✓ 🗑️

14. To save the recorded lines of the inventory entry, select **Save**. If you want to end the entry and process it, select **Save + Process**.

You have completed an inventory entry with prepared item lines.