

3.14 (SE) & 3.13.2 (EE) Cycle Count Results Entry Data Loader User Guide



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Thank you for your interest in 32 Soft's productivity solutions for QAD. You are on the path to improved data management and productivity.

This User Guide will show you how to set up and use the 3.14 (SE) and 3.13.2 (EE) Cycle Count Results Entry Data Loader.

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Set Up

1. Open up the Loader and check that correct database is set up. Click on the [SETUP] button to open the window and highlight the correct database. Click on [SELECT] when done.

A	В	С	D	E F G H I J K L
Item From:		To:		
Prod Line From:		To:		
Item Type From:		To:		Uownload Upload FindError Setup
Site From:		To:		Clear
Location From:		To:		
Last Count From:		To:		
ABC Class From:		To:		Editable Held
Lot/Serial From:		To:		Bead-only field
		A%:	60	N N
Number Of Items:	100	B:%	20	Setup X
Randomize Selection:	yes	C:%	10	Select Datebase
Customer Consigned:	Exclude	Supplier Consigned	Exclude	Database Name Server IP Port #
Past Due Only:	no	Effective	01/26/2017	
Include Zero Qty:	no	Cr Acc:		
Include Negative Qty:	no	Cr Sub:		
Include Phantom Items:	no	Cr CC:		
Site	Location	Item Number	Description	Lc Counted Remarks Count Type

- Pop Up Window will be displayed showing available databases from which to select.
- Highlight desired database and click on the [SELECT] button
- Message will be displayed showing database selected. Click [OK] to continue.



Cycle Count Results Entry

 You can use this Loader to enter Cycle Count Results for many inventory records in QAD. First you need to download the inventory records which need to be counted by entering in the search criteria in the yellow highlighted fields.

	A	В	С	D	E	F	G	Н		J		K	L	T
1	Item From:		To:											
2	Prod Line From:		To:		Download	1	Inload	Fine	Error	1 .	otun			
3	Item Type From:		To:		Download		pioau	rinc	TEHIOI		etup			
4	Site From:		To:					С	lear	1	Help			
5	Location From:		To:											
6	Last Count From:		To:											
7	ABC Class From:		To:				Edita	able field						
8	Lot/Serial From:		To:				Rea	d-only field						
9			A%:	60										
10	Number Of Items:	100	B:%	20										
11	Randomize Selection:	yes	C:%	10										
12	Customer Consigned:	Exclude	Supplier Consigned:	Exclude										
13	Past Due Only:	no	Effective:	01/26/2017										
14	Include Zero Qty:	no	Cr Acc:											
15	Include Negative Qty:	no	Cr Sub:											
16	Include Phantom Items:	no	Cr CC:											
20	Site	Location	ltem Number	Description	Lot/Serial	Reference	ABC	System Qty	UM	Qty Counted		Remarks	Count Type	9
04														

Search parameters are available for the following fields:

- Item: enter range of Items or leave blank for all
- Prod Line: enter range of Item product lines or leave blank for all
- Item Type: enter range of Item Types or leave blank for all
- Site: enter range of Sites or leave blank for all
- Location: enter range of Locations or leave blank for all
- Last Count date: enter date range or leave blank for all
- ABC Class: enter ABC Class range or leave blank for all
- Lot/Serial: enter range of lot/serial numbers or leave blank for all
- Number of Items: enter number of items to download
- **A%,B%,C%:** enter percentages for each ABC class from the total Number of Items to download. The difference to 100% will be used for other ABC classes than A or B or C
- **Randomize Selection:** enter "yes" to have a randomized selection of the items to be counted, or "no" to get next "number of items" to be counted, based on last count date and item.
- **Customer Consigned:** enter "Exclude" to not report customer consigned inventory, "Include" to report both consigned and non-consigned inventory, "Only" to report only customer consigned inventory
- **Supplier Consigned:** enter "Exclude" to not report supplier consigned inventory, "Include" to report both consigned and non-consigned inventory, "Only" to report only supplier consigned inventory
- **Past Due Only:** enter "yes" to report only items which are due to be counted (today last count date > Item/Site Cycle Count Interval); enter "no" to report any item, regardless of last count date.
- Include Zero Qty: enter "yes" to include zero inventory records, "no" to exclude them
- Include Negative Qty: enter "yes" to include negative inventory records, "no" to exclude them
- Include Phantom Items: enter "yes" to report phantom items inventory, "no" to exclude them

Note: there are a few other fields in the header (Effective, Cr Acct, Cr Sub and Cr CC), these are used for Upload (Counting), not download. You can hover the mouse over these fields to read instructions:

Α	В	С	D	E F G H I J K L
Item From:		To:		You connected to eB21SP5 QP
Prod Line From:		To:		Download Holand Find Front Sofue
Item Type From:		To:		
Site From:	10	To:	10	Clear Help
Location From:		To:		
Last Count From:		To:		
ABC Class From:		To:		Editable field
Lot/Serial From:		To:		Read-only field
		A%:	60	
Number Of Items:	100	B:%	20	
Randomize Selection:	yes	C:%	10	
Customer Consigned:	Exclude	Supplier Consigned:	Exclude	
Past Due Only:	no	Effective:		
Include Zero Qty:	no	Cr Acc:	Enter Credit Account	
Include Negative Qty:	no	Cr Sub:	or leave blank to use default Credit	
Include Phantom Items:	no	Cr CC:	AC/SB/CC	
Site	Location	Item Number	Description	Lot/Serial Reference ABC System Qty UM Qty Counted Remarks Count Type

- 2. Once Search parameters are entered, select the [DOWNLOAD] button.
 - When Action buttons are selected for the first time, a pop-up window will be displayed for user log in. User ID is validated against QAD. Use your QAD user ID and password.

A	В	С	D	E F G H I J K L
Item From:		To:		Can't login: User ID does not exist
Prod Line From:		To:		Devented Unload Find Freeze Potum
Item Type From:		To:		Download opload Plilderfor Setup
Site From:	10	To:	10	Clear Help
Location From:		To:		
Last Count From:		To:		
ABC Class From:		To:		Editable field
Lot/Serial From:		To:		Read-only field
		A%:	60	
Number Of Items:	100	B:%	20	
Randomize Selection:	yes	C:%	10	QAD login
Customer Consigned:	Exclude	Supplier Consigned:	Exclude	User ID: gaduser
Past Due Only:	no	Effective:	01/26/2017	Password
Include Zero Qty:	no	Cr Acc:		Densin OR
Include Negative Qty:	no	Cr Sub:		Domain. Gi
Include Phantom Items:	no	Cr CC:		Login <u>C</u> ancel
Site	Location	Item Number	Description	Lot/Senar norman and normal and a count type

- Enter QAD User ID, Password and Domain
- Select [LOGIN] button to continue.

Please note: if provided credentials are incorrect or the user is not authorized to use transactions in menu 3.14 (3.13.2 for EE) in QAD, the database connection will not be established and the QAD login window will reappear.

• The Data Loader will display data based on the search criteria. A message will indicate whether a download was successful or not:

A	В	С	D	E	F	G	H I	J	K	L
Item From:		To:		eB21SP5 QP at	01/26/17 2	:27:06	PM			
Prod Line From:		To:					1 5 15	1		
Item Type From:		To:		Download		opioad	Finderroi		etup	
Site From:	10	To:	10	1			Clear	1	lelp	
Location From:		To:							<u> </u>	
Last Count From:		To:								
ABC Class From:		To:					Editable field			
Lot/Serial From:		To:		1			Read-only field			
		A%:	60							
Number Of Items:	100	B:%	20							
Randomize Selection:	yes	C:%	10							
Customer Consigned:	Exclude	Supplier Consigned:	Exclude							
Past Due Only:	no	Effective:	01/26/2017	1						
Include Zero Qty:	no	Cr Acc:								
Include Negative Qty:	no	Cr Sub:								
Include Phantom Items:	no	Cr CC:								
Site	Location	Item Number	Description	Lot/Serial	Reference	ABC	System Qty UM	Qty Counted	Rer	narks Count Type
10	200	02-0001	CONFIGURED DISPLAY RACK			Α	10.0 EA	0.0		1
10	200	02-0005	MECHANICAL PENCIL (5MM) BLI			Α	3.0 EA	0.0		1
10		1-120/119	Ring, Retaining Internal Steel			Α	4.0 EA	0.0		1
10	100	1-120/119	Ring, Retaining Internal Steel			Α	2.0 EA	0.0		1
10	inspect	1-20001	Final Asm 1 KB Item1			Α	33.0 EA	0.0		1
10		88-100	CASE,AUTO-UNIT			В	8.0 EA	0.0		1
[10	inspect	88-100	CASE, AUTO-UNIT			в	2.0 EA	0.0		1

- Columns highlighted in green are writable.
- Columns highlighted in grey are read-only.
- 3. Analyze the data and enter count results in the green highlighted columns:

Α	В	С	D	E	F	G	Н	1	J	K		L
Item From:		To:		eB21SP5 QP at	01/26/17 2	:27:06	PM					
Prod Line From:		To:		Deventeed	1 .		1 Eine					
Item Type From:		To:		Download		pioad	rind	ELLO	·	etup		
Site From:	10	To:	10]			С	lear	1	lelp		
Location From:		To:										
Last Count From:		To:										
ABC Class From:		To:					Editable field					
Lot/Serial From:		To:					Read-only field					
		A%:	60	1								
Number Of Items:	100	B:%	20									
Randomize Selection:	yes	C:%	10									
Customer Consigned:	Exclude	Supplier Consigned:	Exclude]								
Past Due Only:	no	Effective:	01/26/2017									
Include Zero Qty:	no	Cr Acc:										
Include Negative Qty:	no	Cr Sub:										
Include Phantom Items:	no	Cr CC:										
Site	Location	Item Number	Description	Lot/Serial	Reference	ABC	System Qty	UM	Qty Counted	R	emarks (Count Type
10	200	02-0001	CONFIGURED DISPLAY RACK			Α	10.0	EA	11.0	test	R	1
10	200	02-0005	MECHANICAL PENCIL (5MM) BLI			Α	3.0	EA	4.0	test	R	2
10		1-120/119	Ring, Retaining Internal Steel			Α	4.0	EA	4.0		1	
10	100	1-120/119	Ring, Retaining Internal Steel			Α	2.0	EA	2.0		1	
10	inspect	1-20001	Final Asm 1 KB Item1			Α	33.0	EA	33.0		I	
10		88-100	CASE,AUTO-UNIT			В	8.0	EA	8.0		I	
[10	inspect	88-100	CASE,AUTO-UNIT			в	2.0	EA	2.0		1	

Enter Quantity Counted (can copy-paste from the System Quantity column if same), Remarks if needed and Count Type (leave it I for Initial if quantity doesn't change or if the change is not out of tolerance, or enter R for Recount if you want to accept any quantity change)

Note: Tolerances are set up by ABC class in Inventory Control File (3.24):

🗗 mfg@amz32: /apps/32soft/xld.32eb215P5		<u>- 🗆 ×</u>
icicpm.p 1+ 3.24 Invent	ory Control (01/26/17 🔺
Inventory Coun	t Parameters	
Tolerance From Qty On Hand or Ann	ual Usage: <mark>Q</mark> oh	
Issue Days: <u>7</u>		
Item Tolerances:		
Class A: <u>3.00%</u> <u>300.00</u>	Class C: <u>5.00%</u> 500.00	_
Class B: <u>4.00%</u> <u>400.00</u> A	11 Others: <u>5.00%</u> <u>500.00</u>	_
Accoun	ting	
Current Cost (AVG/LAST/NONE): AVG Sum LL Costs Into Matl Cost: No J Current Cost from AP: Yes Create GL Transactions: Yes Transfer Clearing Acct: 5030	Summarized Journal: No ournal Reference Method: O Mirror Accounting: No Default Site: 110	
F1=Go 2=Help 3=Ins 4=End 6=Menu 7=Rcl 8=C	lr 11=Paste	-

4. When you are finished entering data, select the [UPLOAD] button and status will be displayed in pop up window with a message.

Α	В	С	D	E	F	G	H I	J	K	L
Item From:		To:		Loaded Success	fully to eB	21SP5 QP a	t 01/26/17 2:34:31 P	м		
Prod Line From:		To:		Devertaged		Universit	1 Find Frank	1	-	
Item Type From:		To:		Download	J	upioad	rind Error		etup	
Site From:	10	To:	10		T		Clear		Help	
Location From:		To:								
Last Count From:		To:								
ABC Class From:		To:				Ed	ditable field			
Lot/Serial From:		To:			4	R	ead-only field			
		A%:	60			_		a		
Number Of Items:	100	B:%	20	atus			2	9		
Randomize Selection:	yes	C:%	10 P	rocessing Row .	21					
Customer Consigned:	Exclude	Supplier Consigned:	Exclude P	rocessing Row .	23					
Past Due Only:	no	Effective:	01/26/2017 P	rocessing Row .	24 25					
Include Zero Qty:	no	Cr Acc:	P	rocessing Row .	26					
Include Negative Qty:	no	Cr Sub:	P L	oading Data	27					
Include Phantom Items:	no	Cr CC:	U	OADED SUCCESS	FULLY					
Site	Location	Item Number	Description	22	Soft Inc.		lose	ty Counted	Remarks	Count Type
10	200	02-0001	CONFIGURED DISPLAY RAC		Dograndi			11.0	test	R
10	200	02-0005	MECHANICAL PENCIL (5MM) B	LI		A	3.0 EA	4.0	test	R
10		1-120/119	Ring, Retaining Internal Steel			A	4.0 EA	4.0		
10	100	1-120/119	Ring, Retaining Internal Steel			Α	2.0 EA	2.0		1
10	inspect	1-20001	Final Asm 1 KB Item1			Α	33.0 EA	33.0		1
10		88-100	CASE,AUTO-UNIT			В	8.0 EA	8.0		1
10	inspect	88-100	CASE,AUTO-UNIT			В	2.0 EA	2.0		I.

Note: as this is real time transaction, you can see the changes immediately in QAD once upload has been successful:

🛃 mfg@amz32: /apps/32soft/xld.3	2eb2	15P5						- 🗆 🗙
ppptrp01.p 1+ Page: 1					3.6.1	Stock 32	Status 2Soft	Report 🔺
Item Number 	UM 	ABC	Site	Last Cnt	Qty on	Order	Qty 	on Hand
02-0001	EA	A	10	01/26/17	1,	,090.0		11.0
CONFIGURED DISPLAY RACK ppptrp01.p 1+ Page: 2					1 3.6.1	End of Stock 33	Report Status 2Soft	; Report
Report Criteria: Browse or type search strin Use cursor and page keys to	ng a D na	and p aviga	oress Ate, Fé	Report Submi [RETURN]: 4 to exit. [L	tted By:	:	mfg	

Error Checking

When you upload to QAD, a window pops up indicating the status of the upload. If there is an error, it will indicate that and the cell with the error is highlighted in red. If you mouse over the cell, it will display the error.

A	В	С	D		E	F	G	Н	1	J	K	L
Item From:		To:			You connected	to eB21SP5	QP					
Prod Line From:		To:			Deverteed		Internet		F		-tur I	
Item Type From:		To:			Download		Jpload	Find	Error	s	etup	
Site From:	10	To:	10					C	ear		lein	
Location From:		To:			1				-			
Last Count From:		To:										
ABC Class From:		To:	Sta	atus				×		1		
Lot/Serial From:		To:	P	rocessing	Row 22					1		
		A%:	60 P	rocessing	Row 23					1		
Number Of Items:	100	B:%	20 P	rocessing	Row 25							
Randomize Selection:	yes	C:%	10 P	rocessing	Row 26							
Customer Consigned:	Exclude	Supplier Consigned:	Exclu E	rrors occi	ired!!!							
Past Due Only:	no	Effective:	01/26/2 Fi	pload car ix the dat	not be perfo ta and try agai	rmed! n.						
Include Zero Qty:	no	Cr Acc:								1		
Include Negative Qty:	no	Cr Sub:			32Soft Inc.		lose			· \		
Include Phantom Items:	no	Cr CC:	<u>_</u>						I	· 1		
Site	Location	Item Number	Description		Lot/Serial	Reference	ABC	System Qty	UM	Qty Counted	FRROP: Count is out of	tolerance
10	200	02-0001	CONFIGURED DISPLAY	Y RACK			Α	10.0	EA	20.0		
10	200	02-0005	MECHANICAL PENCIL	(5MM) BLI			Α	3.0	EA	6.0		
10		1-120/119	Ring, Retaining Intern	nal Steel			A	4.0	EA	4.0		1
10	100	1-120/119	Ring, Retaining Intern	nal Steel			Α	2.0	EA	2.0	-	1
10	inspect	1-20001	Final Asm 1 KB Item1				Α	33.0	EA	33.0		1
10		88-100	CASE, AUTO-UNIT				В	8.0	EA	8.0		1
10	inspect	88-100	CASE,AUTO-UNIT				В	2.0	EA	2.0		1

You can use the [Find Error] button to navigate between cells with errors.

In this example the Count Type was set to I (Initial) and the Quantity counted was Out of Tolerance.

Note: By default the data loader does not accept a Initial count out of tolerance, it shows error, but it can be configured to accept out of tolerance and let QAD generate error count transactions (and in this case the inventory is not really updated), these errors can then be reported on using 3.15 Cycle Count Results Report (3.13.3 for EE):

🛃 mfg@amz32: ~						_ 🗆	×
icccrp01.p 2+	3.15 (Cycle Count	Results	Report		01/26/17	
Last Count: Item Number: Location: Site:	<u>01/26/17</u>		To: To: To: To:	01/26/17			
New Pag	ge on Location: Show Initial: Show Recounts: Show Errors:	No No Yes					
					Output: Batch ID:		
F1=Go 2=Help 3=Ir	15 4=End 6=Menu	7=Rcl 8=Cl1	r 11=Past	te			T

Note: Data Loader validates also site security for the user, so if there are multiple sites and user tries to upload to a site where they are not set up, error will be displayed and upload will not occur for all the items.

You must correct the error before uploading again. If there is error in one cell, no records are uploaded.

Have Questions? Contact Us.

Now that you know everything is set-up correctly, you are on your way to a more productive QAD experience with Data Loaders! Thank you for your interest.

If you have any questions or need additional help, please do not hesitate to contact us.