

How to Fix Value On Hand when Parts On Hand Equal Zero

02/09/2024 4:56 pm EST

When parts on hand are showing a value and there is zero showing, the steps below can help fix the amounts that can get off sometimes with adding and deleting within jobs or between warehouses.

Overview

Follow the steps below to fix the values of zero parts on hand. If after the steps are completed and there is still a wrong balance showing, please contact SedonaOffice support to fix those values.

All fields are to be dragged and dropped into the correct area from the field list on the left

Steps To Fix Values on Front End

1. Click on Query – then Click on Parts Query

□

2. Fill in the Fields to Display as shown below to get results with zero on hand and not equal to zero value

Fields to Display: (Left List)

- Part_Code
- Warehouse_Code
- On_Hand_New
- Value_On_Hand

Field Search Criteria: (Middle List)

- On_Hand_New = 0
- Value_On_Hand <> 0

□

3. Double click on one of the rows in the results area

□

4. Go to the warehouse that is showing the Value On Hand

□

5. Right Click on that warehouse and Select Stock Adjustment

□

6. Fill in the New Quantity as 0 and Check box to Force New Value – Click Save

a. If Force New Value Option

□

b. If no Force New Value Option

□

7. Click Yes to do adjustment

□

8. Go back into that part and now the Value On Hand shows \$0

□

9. Refresh the Query Builder and that part is now removed and can do the next one and continue until all rows are gone

□

□