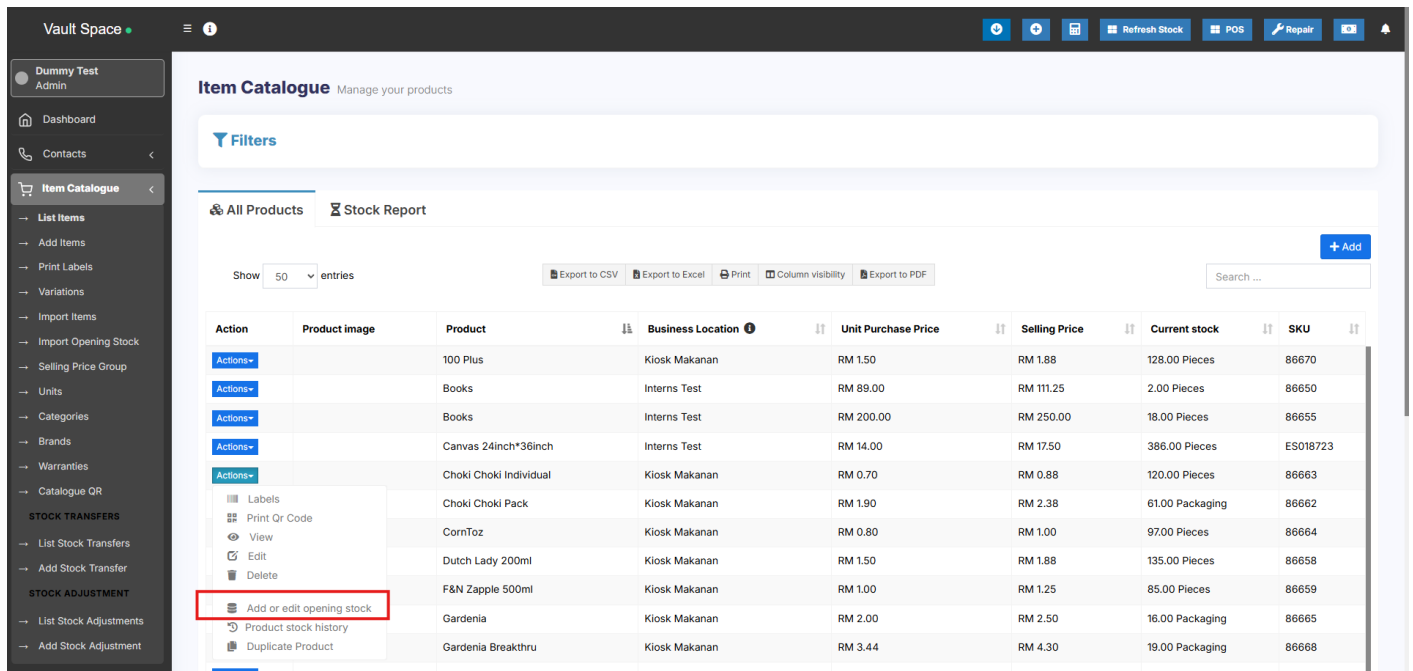


Opening Stock

To add opening stock:

1. Go to List Products
2. Actions > Add or Edit Opening Stock



The screenshot shows the 'Item Catalogue' interface in Vault Space. The main content area displays a table of products with columns for Action, Product image, Product, Business Location, Unit Purchase Price, Selling Price, Current stock, and SKU. A search bar and '+ Add' button are visible at the top right. A dropdown menu is open for the 'Action' column, with 'Add or edit opening stock' highlighted in red.

Action	Product image	Product	Business Location	Unit Purchase Price	Selling Price	Current stock	SKU
Actions+		100 Plus	Kiosk Makanan	RM 1.50	RM 1.88	128.00 Pieces	86670
Actions+		Books	Interns Test	RM 89.00	RM 111.25	2.00 Pieces	86650
Actions+		Books	Interns Test	RM 200.00	RM 250.00	18.00 Pieces	86655
Actions+		Canvas 24inch*36inch	Interns Test	RM 14.00	RM 17.50	386.00 Pieces	ES018723
Actions+		Choki Choki Individual	Kiosk Makanan	RM 0.70	RM 0.88	120.00 Pieces	86663
Actions+		Choki Choki Pack	Kiosk Makanan	RM 1.90	RM 2.38	61.00 Packaging	86662
Actions+		CornToz	Kiosk Makanan	RM 0.80	RM 1.00	97.00 Pieces	86664
Actions+		Dutch Lady 200ml	Kiosk Makanan	RM 1.50	RM 1.88	135.00 Pieces	86658
Actions+		F&N Zapple 500ml	Kiosk Makanan	RM 1.00	RM 1.25	85.00 Pieces	86659
Actions+		Gardenia	Kiosk Makanan	RM 2.00	RM 2.50	16.00 Packaging	86665
Actions+		Gardenia Breakthru	Kiosk Makanan	RM 3.44	RM 4.30	19.00 Packaging	86668

Editing opening stock (or) Making opening stock 0:

NOTE: If you have already added an opening stock and have to edit it, follow the steps below.

1. Click the '+' symbol.
2. A new row will be created
3. Add the new amount there

To make the opening stock to '0', add a negative value in step 3

E.g.) If the existing opening stock is 10, add -10 to make the stock quantity to 0 or if you add a negative amount (-4) then the amount will be 6.

Revision #3

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