

建立及設定在貨倉及貨架

ENGLISH

在倉存系統，貨倉為儲存的最基本位置單位。你可就公司貨倉的設計，建立不同的貨倉，例如：

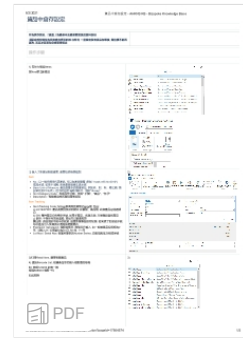
一樓、二樓、三樓

屯門、上水、北角、深圳龍華

總部、分店1、分店2

貨倉可填相關地址電話等資料

若果在建立貨倉時，選擇了「Bin Mandatory」的話，每次出入該倉庫都需要選貨架，所有貨架必須用以下方法預先設定好



[下載教程pdf ↑](#)

操作步驟

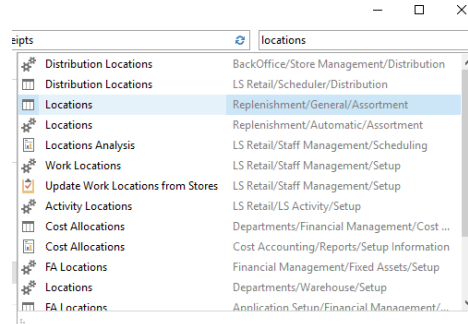
建立貨倉

在NAV

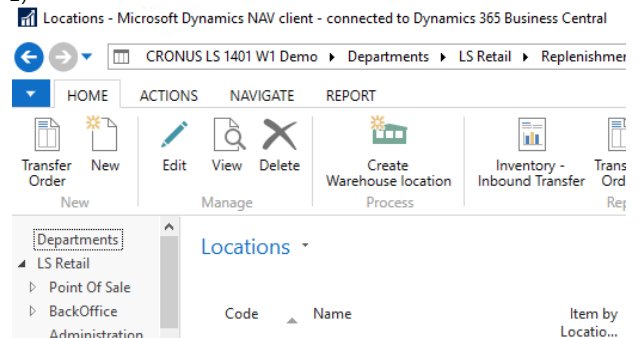
(1) 在功能表，尋找及點選「Locations」

(2) 要建立貨倉，點選「New」

1)



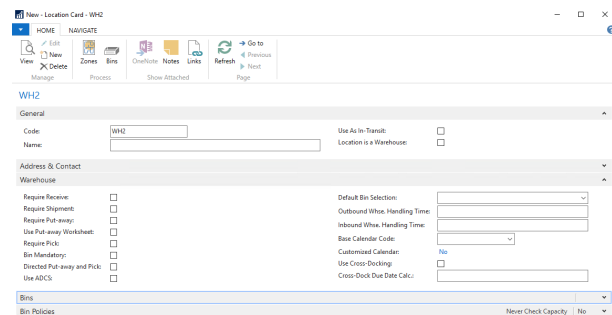
2)



(3) 輸入貨倉代碼及名稱，在Warehouse欄內

- 若貨倉是使用貨架管理，選 Bin Mandatory

3)



(4) 若設定貨架，在Bin內，輸入Code及Description

4)

The screenshot displays two overlapping windows from a web application. The top window, titled 'New - Location Card - WH2', features a ribbon with 'HOME' and 'NAVIGATE' tabs. The 'HOME' tab includes 'View', 'Edit', 'New', and 'Delete' buttons. The 'NAVIGATE' tab includes 'Zones', 'Bins', 'OneNote', and 'Notes' buttons. Below the ribbon, the 'WH2' code is entered in a 'Code:' field. The bottom window, titled 'Edit - Bins - Location WH2', also has a ribbon with 'HOME' and 'NAVIGATE' tabs. The 'HOME' tab includes 'New', 'View List', 'Edit List', and 'Delete' buttons. The 'NAVIGATE' tab includes 'Contents', 'Refresh', and 'Find' buttons. Below the ribbon, there is a search filter 'Type to filter (F3) | Code' and a dropdown menu set to 'Filter: WH2'. A table lists four bins (A1, A2, A3, A4) with columns for 'Code', 'Description', 'Emp...', and 'Dedi...'. The 'A4' row is highlighted.

Code	Description	Emp...	Dedi...
A1	Row A Bin 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A2	Row A Bin 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A3	Row A Bin 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A4	Row A Bin 4	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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