

How to set all PROMPT Business System, Inventory Control on-hand inventory quantities to zero

Assumptions:

- You have been using the PROMPT Inventory system for a period of time but have not maintained valid inventory counts
- You have purchase orders on file but do not plan to receive stock for any of these purchase orders that are on file
- After stock counts are zeroed the stock quantities for sales orders currently on hold, if any, will be set to allocated stock.

Procedure

No one can by using inventory, purchasing, or sales order processing during the procedure.

Go to **PD** chose **BKU** select option **ROL** then select option **INF**

Next chose option **FP** and complete the screen as follows:

1. Data File SDNAME.....: (**INLOCFLE**)
2. Conditional Field Number...: (**6**)
3. Conditional Operator.....: (**#**)
4. Conditional Value.....: (**SUM**) This is 4 blanks then SUM

Press **enter** and it will purge all records except summary records.
This mean it should read more records than it purged

Next go to **IC** then **SA**

Select option 1 – Synchronize Inventory System

Answer the questions as follows:

Analyze (A) or Synchronize (S)? (**S**)

Create Audit Trail of Errors? (**Y**)

Report Cost Discrepancies ? (**Y**)

Post Beginning Inventory? (**N**)

Press **enter** to start the process

It will show the last SKU and may only record 1 record processed but this is okay

Last, chose option 2 – Sync Sales Hold File Allocations

Select Option: (**S**)

Press **Enter** and it will run

End of procedure