

Sites, Warehouses, Locations

Inventory and warehouse management > Setup > Inventory breakdown

Summary Create Sites, Warehouses, and Locations to physically track goods. All inventory transactions require a minimum of Site and Warehouse.

Steps

1. Create a Site
2. Create a Warehouse
3. Create an Inventory aisle
4. Create an Inventory location

Tips

- Sites can be tied to a Financial dimension, which may be helpful for Financial reporting and reconciliation

Create a Site

- Click the **New** button.
- Add the **Site** code.
- Type the site **Name**.
- **Add** the **Address**.
- The site inventory dimension can be tied to a **Financial dimension**.

The screenshot shows the 'Sites (1 - ceu)' application window. The 'General' tab is active, displaying the following fields and sections:

- Site:** A dropdown menu showing 'IN'.
- Name:** A text field containing 'Indiana'.
- Address section:** Includes 'Add', 'Edit', 'Map', and 'More options' buttons. Below is a table with one entry:

Name or description...	Address	Purpose	Primary
Indiana	315 15th St Indianapolis, IN 46201 USA	Delivery	Yes
- Financial dimensions section:** Titled 'Default financial dimensions', it includes a 'Department' dropdown set to 'OU_3564' and a 'Central Matrix' field.
- Hierarchy section:** A section header at the bottom of the form.

At the bottom of the window, there is a bar with the text 'Identify the site' on the left and a 'Close' button on the right.

Setup > Inventory breakdown > Sites

Create a Warehouse

- Click the **New** button.
- Add the **Warehouse** code.
- **Name** the warehouse.
- Link the warehouse to a **Site**.

The screenshot shows the 'Warehouses (1 - ceu)' application window. The 'New' button is highlighted in the top menu bar. The main table lists the following data:

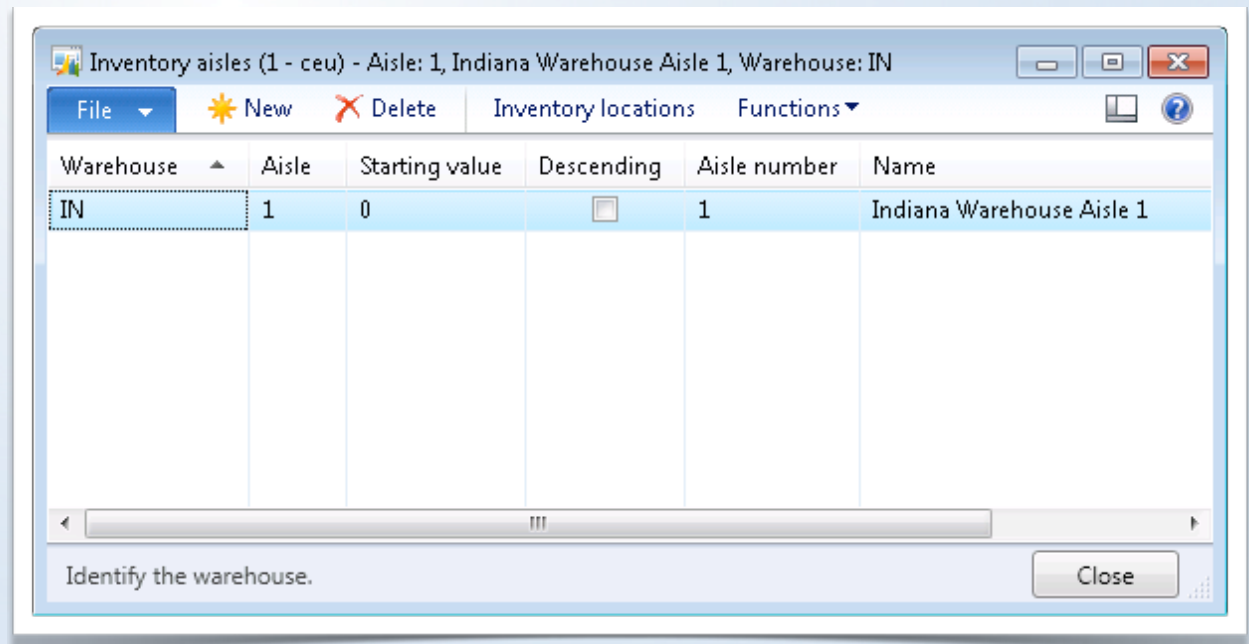
Warehouse	Name
IN	Indiana Warehouse

The right-hand pane displays the 'General' and 'Reference' sections for the selected warehouse. The 'General' section includes fields for Site (IN), Type (Default), Quarantine warehouse, and Transit warehouse. The 'Reference' section includes a field for Vendor account. Below these sections are expandable categories: Master planning, Warehouse management, Location names, Address, and Hierarchy. The status bar at the bottom indicates 'Identify the warehouse.' and a 'Close' button is present.

Setup > Inventory breakdown > Warehouses

Create an Inventory aisle

- Click the **New** button.
- Select the **Warehouse**.
- Enter the **Aisle** code and **Aisle number**.
- **Name** the aisle.



Setup > Inventory breakdown > Inventory aisles

Create an Inventory location

- Click the **New button**.
- Navigate to the **General tab**.
- Select the **Warehouse**.
- Select the **Aisle**.
- Check **Manual update** to manually name the location.
- Fill in **Location**.

Inventory locations (1 - ceu) - New Record

File New Delete Inquiries >>

Overview General Other Tree structure

Identification

Warehouse: IN Input area: (empty)

Aisle: 1 Picking area: (empty)

Rack: 0

Shelf: 0

Bin: 0

Manual update: ☒

Location: RECEIVING

Navigation icons: Back, Forward, Home, Search, Print, Cr..., Bell (0), USD, ceu, Close

Setup > Inventory breakdown > Inventory locations

Movie 4.2 Sites, Warehouses, Locations

