



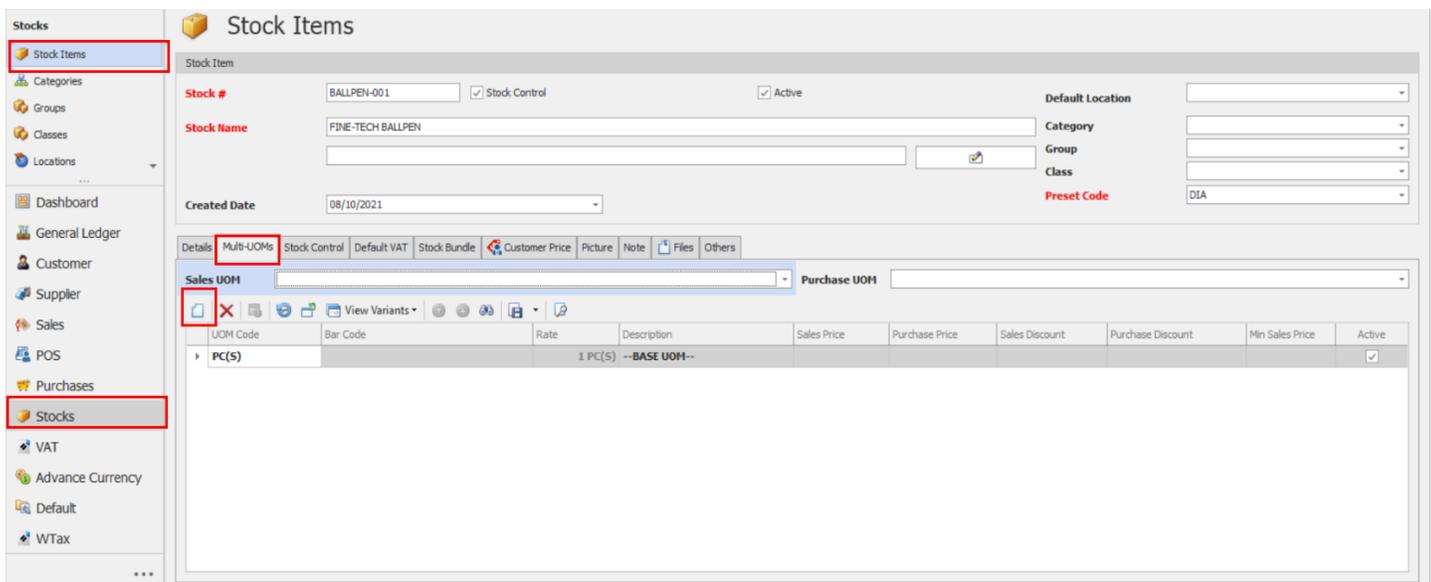
## HOW TO RECORD OTHER UNIT OF MEASUREMENTS OF STOCK ITEM

### Overview:

Aside from the Base Unit of Measurement, Multi-UOMs is used to record other Unit of Measurements of a Particular Item that can be use in Stock related transactions such as Sales and Purchases.

### Step 1:

Go to Stock Module > Stock Items > Go to Multi-UOMs Tab > Click New Button to Record Other Unit of Measurement

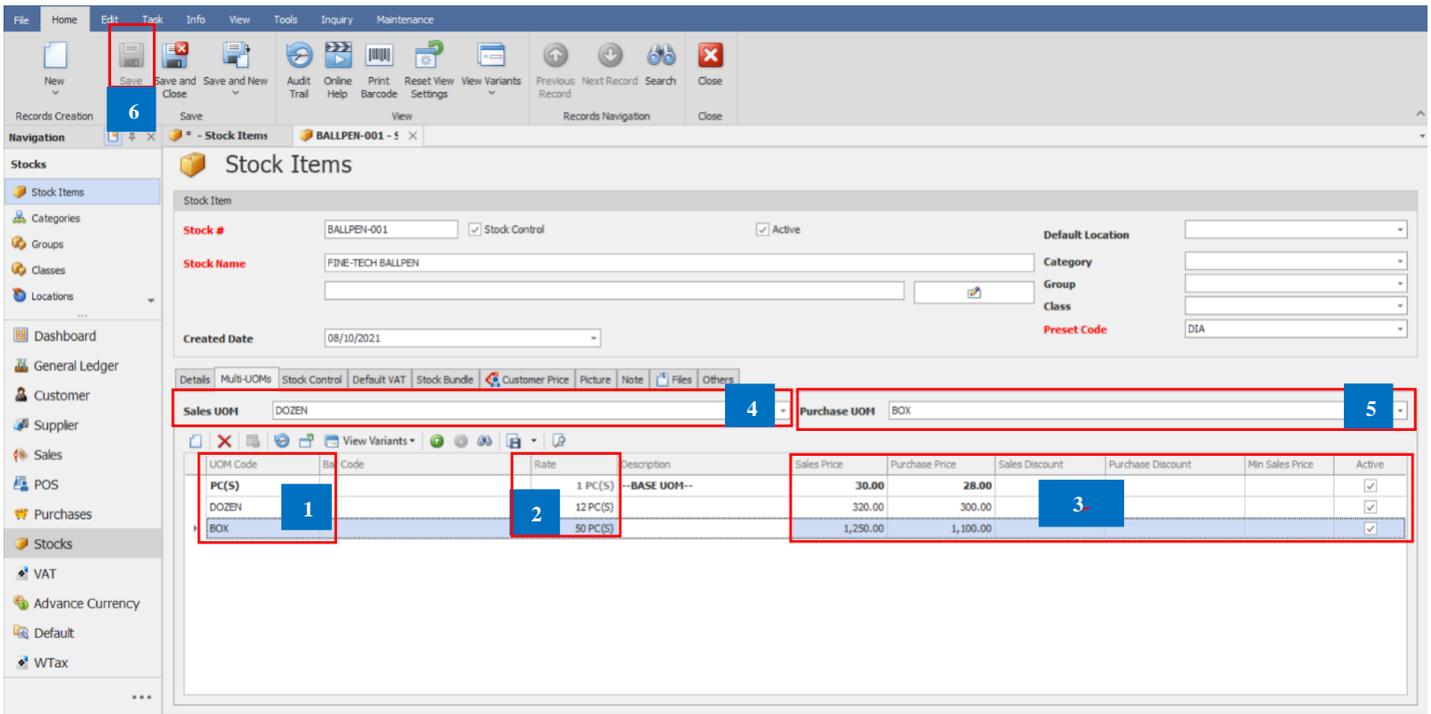


The screenshot shows the 'Stock Items' form in the QNE software. The 'Multi-UOMs' tab is selected, and the 'Sales UOM' dropdown is open, showing a new entry 'PC(S)' with a rate of '1 PC(S) --BASE UOM--'. The 'Purchase UOM' dropdown is also visible. The form includes fields for Stock #, Stock Name, Created Date, and various control checkboxes.

UOM Code	Bar Code	Rate	Description	Sales Price	Purchase Price	Sales Discount	Purchase Discount	Min Sales Price	Active
PC(S)		1 PC(S)	--BASE UOM--						<input checked="" type="checkbox"/>

## Step 2:

1. Key in other UOMs of the Stock Item
2. Record Equivalent Rate per UOM (Conversion Rate should be based on the smallest Unit of Measurement; **Based UOM**)
3. Input Sales Price, Purchase Price and Discounts (Optional)
4. Input Sales UOM – This is used to setup default UOM for Sales Transactions (Optional)
5. Input Purchase UOM – This is used to setup default UOM for Purchases Transactions (Optional)
6. Once Done Click the **Save** Button



Stock Item

Stock # BALLPEN-001  Stock Control  Active

Stock Name FINE-TECH BALLPEN

Created Date 08/10/2021

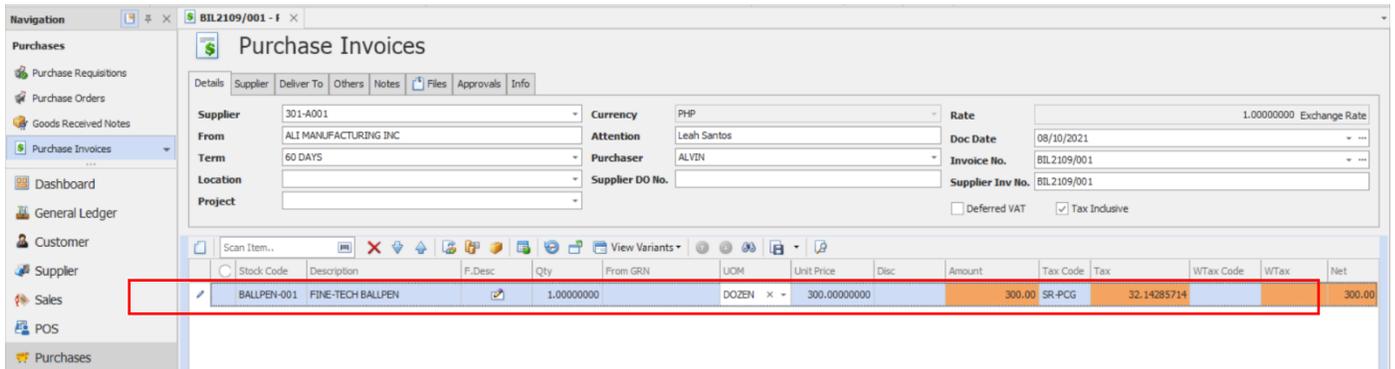
Sales UOM DOZEN  Purchase UOM BOX

UOM Code	Rate	Description	Sales Price	Purchase Price	Sales Discount	Purchase Discount	Min Sales Price	Active
PC(S)	1 PC(S)	--BASE UOM--	30.00	28.00				<input checked="" type="checkbox"/>
DOZEN	12 PC(S)		320.00	300.00				<input checked="" type="checkbox"/>
BOX	30 PC(S)		1,250.00	1,100.00				<input checked="" type="checkbox"/>

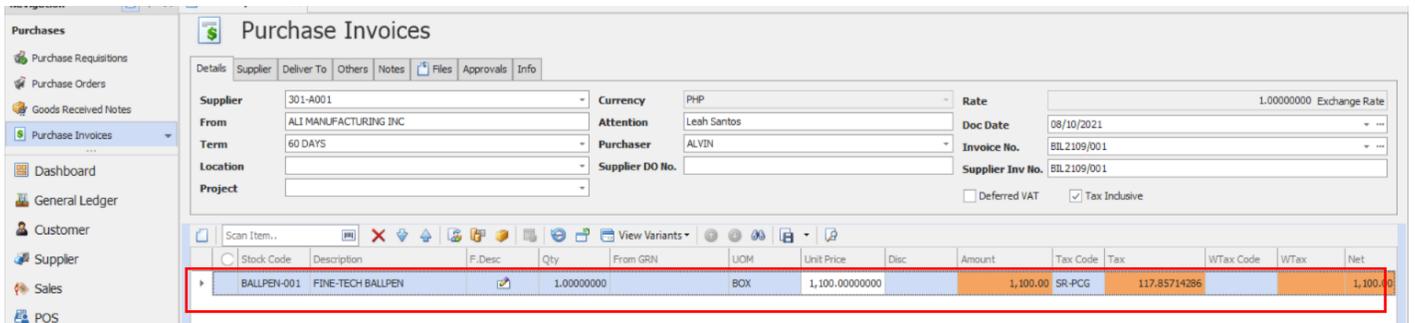
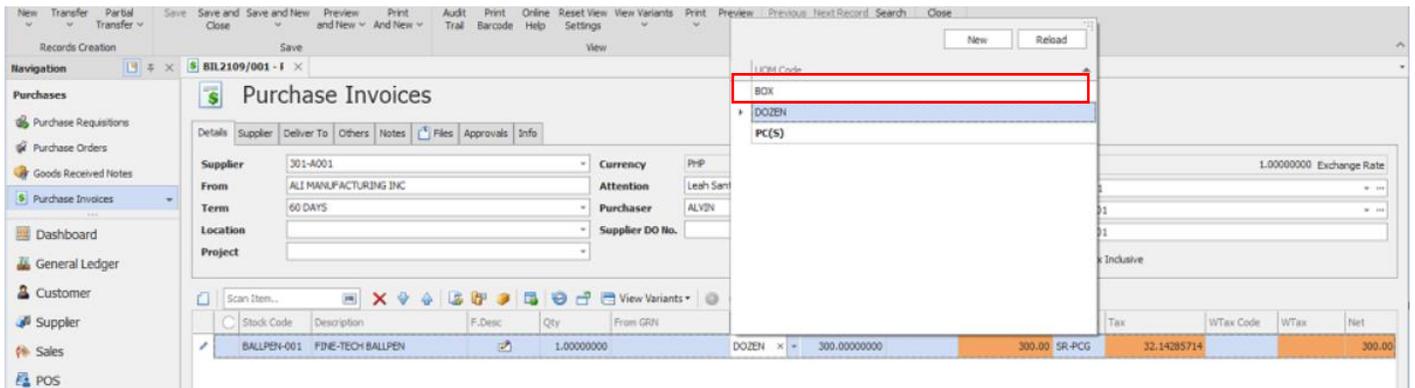
**How does it work?**

Example: Go to Purchases Module > Create Transaction thru Purchase Invoice

Select the Recorded Stock Item with Other Unit of Measurement, then system will automatically display the default Stock details.



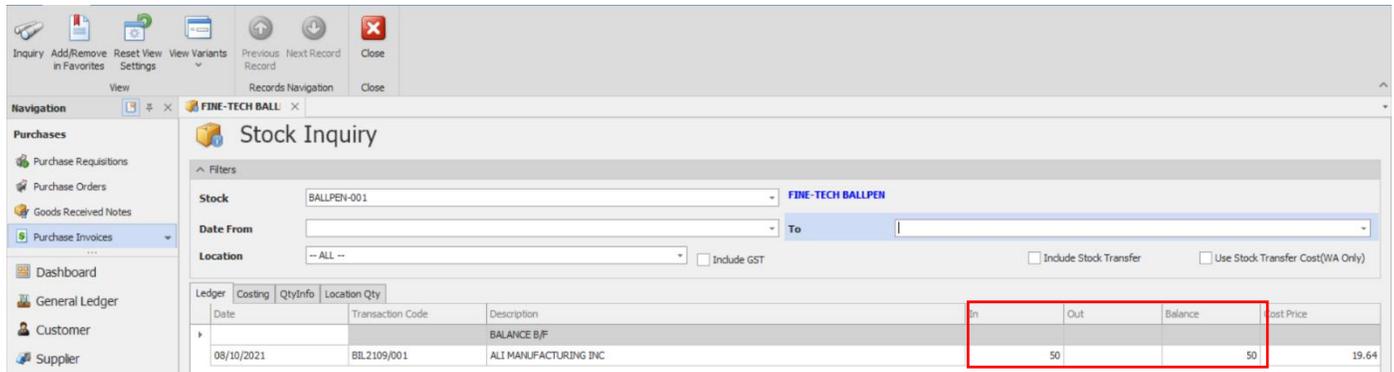
Under UOM column, when clicked, all maintained UOMs will then display, user may now opt what UOM to use in the transaction.



For Inventory Balance and related Reports, system will still base on the smallest UOM maintained in the Stock Maintenance.

Example: Go to Inquiry Tab > Select Stock Inquiry > Search for the recorded item (BALLPEN-001) and click Inquiry.

Notice that the displayed quantity is not the same as the actual transaction. It is because even the UOM used in Purchase transaction is in BOX, the system will automatically convert the quantity to its Based UOM - PC(S).



Date	Transaction Code	Description	In	Out	Balance	Cost Price
08/10/2021	BBL2109/001	ALL MANUFACTURING INC	50	50	19.64	

Same goes with Reports.



CODE	NAME	UOM	BALANCE	U. COST	AMOUNT
BALLPEN-001	FINE-TECH BALLPEN	PC(S)	50	19.64	982.14

#### NOTE:



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <https://qnesupportph.freshdesk.com>