

# Barcode scanning and stocktaking

Added: Version 4.01

During a stocktake, it is possible to save a lot of time and increase accuracy by using barcode scanners to scan stock instead of manually counting it.

Create a stocktake in the usual way (see [Stocktakes](#) for details). The stocktake window is exactly the same as when not using barcode scanners, except that the item filter has changed to be a location filter:

Stock take sheet...

Description: 28/01/2019 Stock take  
Comment:  
Stock take date: 28/01/2019

Stock take number: 5  
Stock take entered date: 28/01/2019  
Stock take status: sg

Scanning for location: a1

General Log

Line number	Location	Item code	Item name	Batch	Expiry	Snapshot number of packs	Pack Size	Counted number of packs
1	a1	test01	test item 01	rtyu65478	31/05/2024	2000	1	0
5	a1	test01	test item 01	BLA7J71	30/09/2020	2250	1	0
6	a1	test01	test item 01	cla7J71	30/09/2020	200	1	0

Locked  
Save Sort order  
OK OK & Next

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