

4.21. Pickfaces and Replenishments setup

In a large, busy warehouse it is sometimes useful to designate some shelf locations as pickfaces. These locations are easily accessible for pickers, usually at floor level or the next level up in the racking. These pickfaces are then replenished from other, harder to reach locations somewhere in the warehouse.

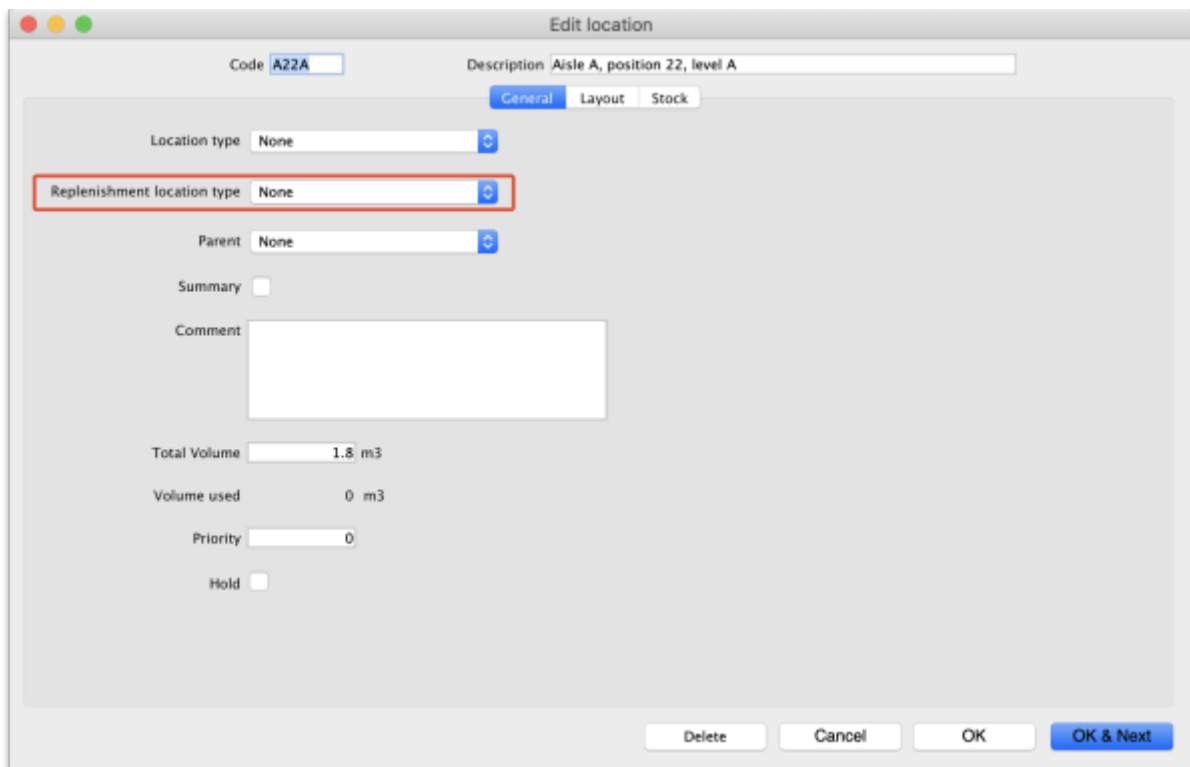
Typically, these replenishments take place at a time when the activity does not get in the way of the busy pickers; at the beginning of the day or lunch time. A forklift driver will fetch the stock from the bulk location and place it in or near the pickface so that others can place it or open the cartons as necessary.

Deciding which locations to replenish when can be hard to keep track of so mSupply has functionality to help and this is what is described in this section. There is quite a lot of setup involved so that's detailed on this page. The next page ([4.23. Pickfaces and Replenishments](#)) describes the actual functionality and how you use it.

Creating pickface and bulk locations

The first thing you need to do is tell mSupply which locations can be used as pickfaces and which can be used to take bulk stock from to replenish them.

If the location doesn't exist in your system create it, if it does then open it for editing (see [4.06. Stock locations and location types](#) for details). You will see this window:



Click on the Replenishment location type drop down list and select the type this location will be:

- None: The default for all locations and means that the location won't be selectable as a pickface and won't take part in replenishments.
- Pickface: means that this location can be selected as a pickface for an item and can be replenished.
- Bulk: means this location stores bulk stock that can be used to replenish pickfaces.

When you have finished assigning the replenishment type click on the *OK* or *OK & Next* button to save the changes. Repeat this process for all the locations that will be used as pickfaces or that will hold bulk stock that can be used to replenish the pickfaces.

Note that mSupply will **only** use stock in locations with a replenishment type of *Bulk* to replenish pickface locations. It is therefore possible to control which stock mSupply will use in replenishments - useful if you have some stock that is reserved for other purposes.

Assigning pickfaces to items

The next step is to assign pickfaces to items. To do this, find the item you want to set a pickface for and open its details window (see [4.01. About items](#) for details). Then click on the storage tab:

Item details

General
Storage
Misc
Usage
Stock
Ledger
Quotes
Backorders
Notes
Reconcile
Bill of materials
Purchase Orders
Order options
Dispensing
Reporting
Log
Requisitions
Stores
Barcodes
Custom data

Item name: Amoxicillin 500mg Tablets
Item code: amo500t
Store: General

Default

Default shelf location: None
Preferred pack size: 1000
Outer pack size: 24000
Volume per pack: 0 m3
Outer pack volume: 0 m3
Weight per pack: 1 kg
Restricted to: None

Pickface

Pickface location: A22A
Pickface pack size: 1000
Trigger replenishment at: 24 packs of 1000 Tablets
Replenish up to: 288 packs of 1000 Tablets

Bulk

Bulk shelf location: a3
Trigger replenishment at: 2 packs of 24000 Tablets
Replenish up to: 12 packs of 24000 Tablets

Delete OK & Previous OK & Next Cancel OK

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