



Section : Point Of Sale
Sub-section : 2.50.000 - Transfer Stock To Another Branch

Target audience : **Store Rep/Manager** | **Stock Control** | Administrator | Financial Controller | Management
 Industry type : Generic + Mobile phone retail

Welcome to ClickPOS Video Tutorials

One of the main features of ClickPOS is the ability to transfer stock between company owned stores.

In this tutorial, you will learn how to transfer stock to another store or one of your staff. Please remember that you have to be logged into the branch transferring the goods out and the stock must exist.

Transfer stock



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 www.clickpos.com
 Modified : Oct 2008

My Company Pty Ltd

J.Smith (Administrator) Head Office 100 - training

ClickPOS

Home

Sale

Stock

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Reports

Accounts

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Logout



Product Maintain

Orders

Search Order

Stock maintain

Add To Stock

Search Stock

Incoming

Transfer

Change Prices

Faulty Replacement

Stock

- Product Maintain
- Orders
- Search Order
- Add To Stock
- Search Stock
- Incoming
- Transfer
- Change Prices
- Stocktake
- Stock Confirmation

To transfer stock click,
Stock, then Transfer



Stock

- Product Maintain
- Orders
- Search Order
- Add To Stock
- Search Stock
- Incoming
- Transfer
- Change Prices
- Stocktake
- Stock Confirmation



Stock

- Product Maintain
- Orders
- Search Order
- Add To Stock
- Search Stock
- Incoming
- Transfer
- Change Prices
- Stocktake
- Stock Confirmation



Transfer Stock To Another Branch

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
I	

Phone Transfers

Enter MEVESHS# to transfer.

MEVESHS#:	PhoneNotes:

Transfer Stock To Another Branch

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

You can transfer products to your Employees or to another company owned Store, or both.

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:

Phone Transfers

Enter MEVESHS# to transfer.

MEVESHS#:	PhoneNotes:

Transfer Stock To Another Branch

Branch: Sydney
 Consignment No.: OR
 Transit Date:
 On Transit?: (Tick to confirm acceptance, untick to transfer directy)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESU581 to transfer.

MEVESU581:	PhoneNotes:
<input type="text"/>	<input type="text"/>

Transfer Stock To Another Branch

Branch: Sydney
 Consignment No.: OR
 Transit Date:
 On Transit?: (Tick to confirm acceptance, untick to transfer directy)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESU581 to transfer.

MEVESU581:	PhoneNotes:
<input type="text"/>	<input type="text"/>

Now scan the item barcode. In the next column enter quantity to transfer.



Transfer Stock To Another Branch

Branch: Consignment No.: OR Transit Date: On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:

Quantity:

Barcode	Quantity

Phone Transfers

Enter IMEIESHUSM to transfer.

IMEIESHUSM:

PhoneNotes:

IMEIESHUSM	PhoneNotes



Transfer Stock To Another Branch

Branch: Consignment No.: OR Transit Date: On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:

Quantity:

Barcode	Quantity
9331222243	

Phone Transfers

Enter IMEIESHUSM to transfer.

IMEIESHUSM:

PhoneNotes:

IMEIESHUSM	PhoneNotes



Transfer Stock To Another Branch



Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text" value="9311222243"/>	<input type="text" value="1"/>

Phone Transfers

Enter MEVESU581 to transfer.

MEVESU581:	PhoneNotes:
<input type="text"/>	<input type="text"/>



Transfer Stock To Another Branch



Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers


Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text" value="9311222243"/>	<input type="text" value="1"/>

Phone Transfers

Enter MEVESU581 to transfer.

MEVESU581:	PhoneNotes:
<input type="text"/>	<input type="text"/>

 **Transfer Stock To Another Branch**

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.


Barcode:	Quantity:
<input type="text" value="9311222243"/>	<input type="text" value="1"/>

Phone Transfers

Enter IMEIESHUSM to transfer.

IMEIESHUSM:	PhoneNotes:
<input type="text"/>	<input type="text"/>



 **Transfer Stock To Another Branch**

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers


Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text" value="9311222243"/>	<input type="text" value="1"/>
<input type="text" value="BATTNOKBS49"/>	

Phone Transfers

Enter IMEIESHUSM to transfer.

IMEIESHUSM:	PhoneNotes:
<input type="text"/>	<input type="text"/>

 **Transfer Stock To Another Branch** i

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers


Enter barcode and corresponding quantity.

Barcode:	Quantity:
9311222243 BATTNOKBS4W	1

Phone Transfers

Enter MEVESU5M to transfer.

MEVESU5M:	PhoneNotes:

 **Transfer Stock To Another Branch** i

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers


Enter barcode and corresponding quantity.

Barcode:	Quantity:
9311222243 BATTNOKBS4W	1

Phone Transfers

Enter MEVESU5M to transfer.

MEVESU5M:	PhoneNotes:

 **Transfer Stock To Another Branch** i

Branch:

Consignment No.: OR


Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers
Enter barcode and corresponding quantity.

Click OK to save and print a consignment.

Barcode:	Quantity:	MEVESISM:	PhoneNotes:
9311222243 BATTNOKBS4W	1 3		

 **Transfer Stock To Another Branch** i

[Print on A4](#)

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date: 22/10/2008 Consignment No.: 20081022100139

From Branch: Head Office
To Branch: Sydney
My Company Pty Ltd
8 233 King Street
Mascot NSW

Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 88xx Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia bs4w Battery	3	\$21.00

Total Purchase Price \$41.00
Grand Total Purchase Price \$41.00

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

1 of 9311222243 have been transferred from Head Office To Sydney
3 of BATTNOKBS4W have been transferred from Head Office To Sydney



Transfer Stock To Another Branch



[Print on A4](#)

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date :22/10/2008 Consignment No. :20081022100139
 From Branch To Branch
 Head Office Sydney
 My Company Pty Ltd
 8 233 King Street
 Mascot NSW

Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 8800 Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia ba4w Battery	3	\$21.00

Total Purchase Price \$41.00

Grand Total Purchase Price \$41.00

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

✓ 1 of 9311222243 have been transferred from Head Office To Sydney

✓ 3 of BATTNOKBS4W will have been transferred from Head Office To Sydney

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date :22/10/2008 Consignment No. :20081022100139
 From Branch To Branch
 Head Office Sydney
 My Company Pty Ltd
 8 233 King Street
 Mascot NSW



Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 8800 Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia ba4w Battery	3	\$21.00

Total Purchase Price \$41.00

Grand Total Purchase Price \$41.00

My Company Pty Ltd

Untitled Page - Windows Internet Explorer

http://216.14.207.186/psbestnet/Stock/viewConsignment.aspx?cons=20081022100139


File Edit View Favorites Tools Help

Print Consignment List with Epson T88

Date :22/10/2008 Consignment No. :20081022100139

From Branch Head Office

If you have a Docket printer, then click the link to directly print.



Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 88xx Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia bs4w Battery	3	\$21.00

Total Purchase Price \$41.00
Grand Total Purchase Price \$41.00

My Company Pty Ltd

Untitled Page - Windows Internet Explorer

http://216.14.207.186/psbestnet/Stock/viewConsignment.aspx?cons=20081022100139

File Edit View Favorites Tools Help

Print Consignment List with Epson T88

Date :22/10/2008 Consignment No. :20081022100139

From Branch Head Office

To Branch
Sydney
My Company Pty Ltd
8 233 King Street
Mascot NSW

Or click on the Print icon to print on A4 sized paper.

Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 88xx Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia bs4w Battery	3	\$21.00

Total Purchase Price \$41.00
Grand Total Purchase Price \$41.00



Transfer Stock To Another Branch

[Print on A4](#)

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date: 22/10/2008 Consignment No.: 20081022100139

From Branch	To Branch
Head Office	Sydney
	My Company Pty Ltd
	8 233 King Street
	Mascot NSW

Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 8800 Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia ba4w Battery	3	\$21.00

Total Purchase Price \$41.00

Grand Total Purchase Price \$41.00

Branch:

Consignment No.: OR

Transit Date:

On Transk?: (Tick to confirm acceptance, untick to transfer directly)

System Message X

 1 of 9311222243 have been transferred from Head Office To Sydney

 3 of BATTNOKBS4W have been transferred from Head Office To Sydney


Transfer Stock To Another Branch

[Print on A4](#)

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date: 22/10/2008 Consignment No.: 20081022100139

From Branch	To Branch
Head Office	Sydney
	My Company Pty Ltd
	8 233 King Street
	Mascot NSW

Product List

Barcode	Product	Qty	Cost Price
9311222243	Nokia 8800 Batt Genuine	1	\$20.00
BATTNOKBS4W	Nokia ba4w Battery	3	\$21.00

Total Purchase Price \$41.00

Grand Total Purchase Price \$41.00

Branch:

Consignment No.: OR

Transit Date:

On Transk?: (Tick to confirm acceptance, untick to transfer directly)

 1 of 9311222243 have been transferred from Head Office To Sydney

 3 of BATTNOKBS4W have been transferred from Head Office To Sydney

Branch:

Consignment No.: OR

Transit Date:

On Transk?: (Tick to confirm acceptance, untick to transfer directly)

- ✓ 1 of 9311222243 have been transferred from Head Office To Sydney
- ✓ 3 of BATTNOKBS4W have been transferred from Head Office To Sydney

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEI/ESN/SIM to transfer.

IMEI/ESN/SIM:	PhoneNotes:
<input type="text"/>	<input type="text"/>

You can continue the transfer of goods to the same consignment by scrolling down the page.

Now we will look at how to transfer Mobile phones using the IMEI to scan items out.

This section is specific to the mobile phone industry.

Transfer Stock To Another Branch

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESU/SII to transfer.

MEVESU/SII:	PhoneNotes:
<input type="text"/>	<input type="text"/>

Transfer Stock To Another Branch

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESU/SII to transfer.

MEVESU/SII:	PhoneNotes:
<input type="text"/>	<input type="text"/>

Transfer Stock To Another Branch

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEI/ESN/SN to transfer.

IMEI/ESN/SN:	PhoneNotes:
<input type="text"/>	<input type="text"/>

Transfer Stock To Another Branch

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.


Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEI/ESN/SN to transfer.

IMEI/ESN/SN:	PhoneNotes:
<input type="text"/>	<input type="text"/>

Scan imei numbers here, you may also enter notes on the right

 **Transfer Stock To Another Branch**

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)



Product Transfers


Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEIESHUSM to transfer.

IMEIESHUSM:	PhoneNotes:
<input type="text"/>	<input type="text"/>

 **Transfer Stock To Another Branch**

Branch:

Consignment No.: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEIESHUSM to transfer.

IMEIESHUSM:	PhoneNotes:
<input type="text" value="B55664001772502"/>	<input type="text"/>



Transfer Stock To Another Branch

Branch:

Consignment No: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)



Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEIS/USIM to transfer.

IMEIS/USIM:

PhoneNotes:



Transfer Stock To Another Branch

Branch:

Consignment No: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter IMEIS/USIM to transfer.

IMEIS/USIM:

PhoneNotes:



Transfer Stock To Another Branch

Branch:

Consignment No: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESU\$M to transfer.

MEVESU\$M:	PhoneNotes:
355664001772502	
355664001775141	



Transfer Stock To Another Branch

Branch:

Consignment No: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESU\$M to transfer.

MEVESU\$M:	PhoneNotes:
355664001772502	reserved for cust xyz
355664001775141	



Transfer Stock To Another Branch

Branch:

Consignment No: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESUSM to transfer.

MEVESUSM:
355664001772502
355664001775141

PhoneNotes:



Transfer Stock To Another Branch

Branch:

Consignment No: OR

Transit Date:

On Transit?: (Tick to confirm acceptance, untick to transfer directly)

Product Transfers

Enter barcode and corresponding quantity.

Barcode:	Quantity:
<input type="text"/>	<input type="text"/>

Phone Transfers

Enter MEVESUSM to transfer.

MEVESUSM:
355664001772502
355664001775141

PhoneNotes:

Transfer Stock To Another Branch

[Print on A4](#)

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date :22/10/2008 Consignment No. 20081022101021
 From Branch To Branch
 Head Office Sydney
 My Company Pty Ltd
 8 233 King Street
 Mascot NSW

Phone List

imei	Phone	Cost Price
355664001772502	Nokia 6585	\$0.00
355664001775141	Nokia 6585	\$0.00

Total Purchase Price \$0.00
 Grand Total Purchase Price \$0.00

Branch:

Consignment No.: OR

Transit Date:

On Transf? (Tick to confirm acceptance, untick to transfer directly)

System Message X

355664001772502 was transferred from Head Office to Sydney
 355664001775141 was transferred from Head Office to Sydney

Incoming Transfers

[Print Consignment List with Epson T88](#)

Date :22/10/2008 Consignment No. 20081022101021
 From Branch To Branch
 Head Office Sydney
 My Company Pty Ltd
 8 233 King Street
 Mascot NSW

Phone List

imei	Phone	Cost Price
355664001772502	Nokia 6585	\$0.00
355664001775141	Nokia 6585	\$0.00

Total Purchase Price \$0.00
 Grand Total Purchase Price \$0.00



video tutorial



Tutorial Complete

Click to edit

