

Item Detail – Serial

Important Information!

In order to find items by their serial #, the serial # detail must be set up correctly at the category level.

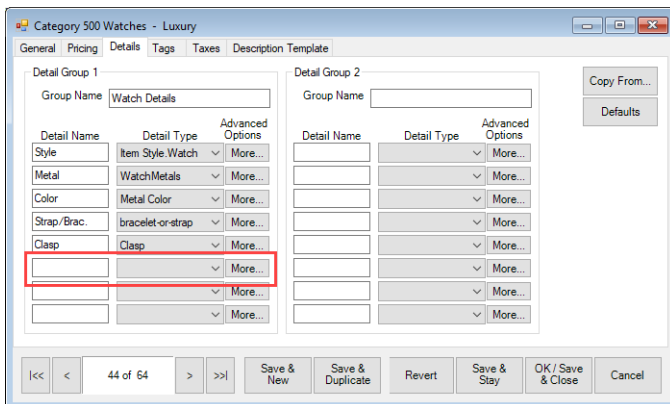
If you previously added this detail, you need to ensure it is mapped to the correct database storage or it will not be searchable. See the **Setup** steps below and compare to your own detail setup.

If you find you previously added this incorrectly, contact Support for help on correcting this to avoid data loss.

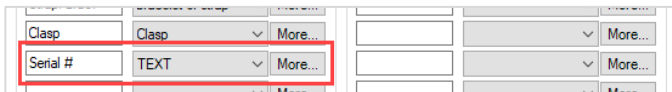
Setup

To set up an item detail for serial #:

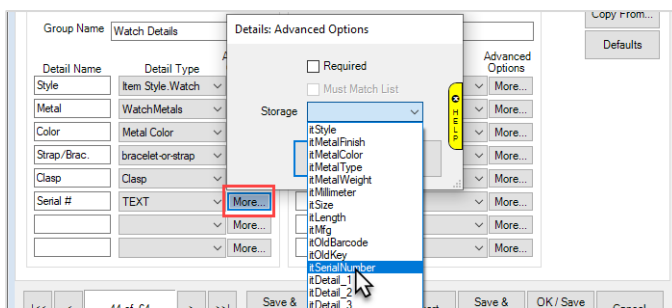
1. Click **Inventory > Categories > List** and **Edit** the category you want to add this detail to.
2. Click on the **Details** tab.
3. Find the next available detail.



4. For **Detail Name**, enter 'Serial #', then use the **Detail Type** drop-down to select **Text**.



5. Under **Advanced Options**, click the **More...** button, then use the **Storage** drop-down to select **itSerialNumber**.



6. **Save** your changes.

When adding or editing items in this category, Serial # will now appear as a detail.

The screenshot shows the 'Item Detail' form for '500 Watches - Luxury'. The 'Serial #' field is highlighted with a red box. The form includes the following sections:

- Vendor Info:** Vendor ID, PO #, Invoice #, Quantity, Ven Style #, Style Note, Barcode, Stock Type.
- Inventory:** Location, Status (Customer/Sale), As Of, Date Entered, Entered By, Price Meth (Fine Jewelry, Individual Item).
- Pricing:** Cost, Re-Cost, Re-Cost Dt, MARGIN, Retail, Lowest, Current, Sold, Split, Recalc.
- Watch Details:** Style, Metal, Color, Strap, Clasp, Serial # (highlighted).
- On Sale:** Price, Margin, Starts, Ends, Sign.

To search for items by serial #, use the **Item Details** tab of **Item Find**.

The screenshot shows the 'Find Items' dialog box with the 'Item Details' tab selected. The 'Serial #' field is highlighted with a red box. The dialog includes the following search criteria:

- Metal Type
- Metal Color
- Metal Finish
- Sign Format
- Item Style
- Category ID
- Vendor ID
- Manufacturer
- Serial # (highlighted)
- MM Width: Min: [] Max: []
- Length: Min: [] Max: []
- Size: Min: [] Max: []
- Weight: Min: [] Max: []
- POS Frequently Sold Items

Buttons at the bottom: Presets..., OK, Cancel.