Renumbered Items Report

Introduction

A new **Inventory** report was added called the **Renumbered Item report** that was developed to make tracking recategorized Items easier than ever. Using the **same Item filter** with **Group/Sort By** options as other **Inventory** reports, you can now see a report of all your **recategorized Items** that **match** your desired criteria.

Due to the fact that only the **previous Item Number** is stored on the **Item Record**, this report can only show the last **Category** move per **Item**.

Running the Renumbered Items Report

As with other reports, you must make sure you have the appropriate **permission** set prior to running it otherwise Edge will alert you with a **pop-up** letting you know you do not have permission to run the report.

Visit the **Security** tab on the **Associate** record who should have permission to run this report, and either search or scroll until you find the **Renumbered Items Report** permission.



To run the **Renumbered Items Report:**

1. Navigate to **Reports > Inventory > Renumbered Items**. A pop-up message will appear, letting you know that the report will only show the **last Category move** per Item:



2. Clicking **OK** on the pop-up will allow the **Renumbered Items Report** window to open.

Renumbered Items F	eport						
General Type & Statu	is Item Details S	Stones Scan Data	Website Options				
Category				~			
Generic Desc		~ Тур	e	~			
Vendor				~			
Style #							
Style Note							
Invoice #							
Folio Number							
Store				-			
Location							
Price Range: Min		Cost Ran	ge: Min				
Max			Мах				
Re-Cost Min		Re-Cost Date Al Dates					
Max		10 000100	,	6			
Item On Sale			Item Has a Sp	iff 💡			
Keywords				ŀ			
	By ID Note: All other criteria will						
	Old Item # checked:			e following is			
	Old Barcode	Honor Other Cr	iteria				
Collections							
Transfer #							
	Use Date Tran	sferred for Aging Cal	culations (In Place of	Date Entered)			
Presets			ОК	Cancel			

- 3. Enter any **report criteria** as desired, then select how you would like your results to be grouped by checking the desired boxes in the **Group/Sort By** field on the **Options** tab.
- 4. Click **OK** to generate your report.

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	Vendor Style #	Туре	Description	Count	Age	Cost	Price		
	Item #	Status							
Store #1									
Category 210: C	olored Stone Earrings								
No Image Available	KW:BL2026ERG-D 001-210-1000051 Original Item #: 001-425-1000003	Stock In Stock	Rose Gold Finish Sterling Silver	1	1,157		224.95		
No Image Available	KW:BL2013E-D 001-210-1000052 Original Item #: 001-425-1000004	Stock In Stock	Platinum Finish Sterling Silver	1	1,157		179.95		
Category 210: Colored Stone Earrings 2 1,157						404.90			
			Store #1	2	1,157		404.90		