

Inventory Management and Stock Control Course Outline

Training Course Details

Duration and location: 1-day course at either our Wakefield office, Remote sessions delivered via Zoom or On-site training sessions run by one of our highly experienced Agility Trainers. The training sessions runs from 9.30am until 4.30pm.

Included: All course materials and the course manual.

Delegate Information

Who should attend?

- Stores Personnel
- System Champions

Delegate prerequisites:

- Basic PC Skills including using an internet browser
- Previous attendance of the Introduction to Agility course

Why Attend?

This course covers all aspects of the Agility Inventory module, from the creation of Stores/Bins, Inventory items including how to manage maximum/minimum stock levels and how to the process stock counts whilst always tracking movements and costs.

What will be covered:

Modules	Course Content	Time
Module 1: Creating Stores, Bins, and Inventory Items	<ul style="list-style-type: none"> ➤ Creating Stores ➤ Creating Inventory Items and Bins ➤ Creating Kit of Parts ➤ Assigning Inventory Items to Assets 	1.5
Module 2: Creating Inventory Suppliers	<ul style="list-style-type: none"> ➤ Suppliers including Price Breaks 	1.0
Module 3: Work Orders and Planned Parts	<ul style="list-style-type: none"> ➤ Adding Planned parts to Reactive Work Orders ➤ Creating Standard Jobs and PPM Schedules with Planned Parts attached ➤ Completing Work Orders with Planned Parts attached on the Cross Platform App and Core System 	1.0
Module 4: Inventory Movements	<ul style="list-style-type: none"> ➤ Issuing Inventory Items ➤ Returning Inventory Items ➤ Goods Receipt ➤ Stock Adjustments ➤ Stock Transfers ➤ Creating & processing Stock Counts ➤ Inventory Reports 	2.5