



MacromatiX – Transfer

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Transfer

Transfer stock is the record of when stock move from one place to another.

Stock can be shared across Restaurants in the event of an unexpected shortage.

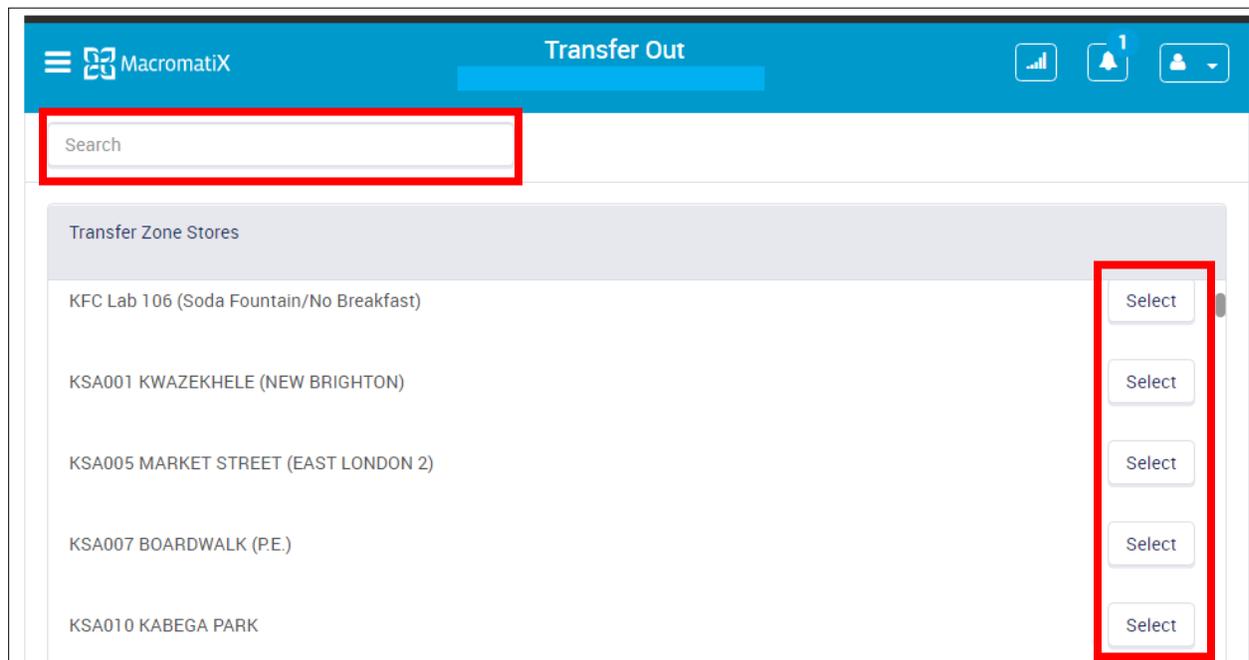
Accurate inventory management and sales forecasts will assist in reducing the amount stock transfers in restaurants.

Transfer Out

- To perform a Transfer Out, select **Transfer** followed by **Transfer Out**.



- A pop up screen will appear with a list of **Transfer Zone Stores** to select from.
- Search** for a store name or use the KSA number.
- Select** the store receiving the transfer.



- Select the + **Add new items(s)** button to add a stock item(s) to transfer.

MacromatiX

Transfer Out

+ Add new item(s)

Submit

To: KSA012 ALBANY ROAD

No items have been added to transfer

- Enter in the product name.
- Select **Search**.
- Tick to select the item(s) to be transferred out.
- Select the **Add item(s)** button at the bottom right.

Add new item(s)

chicken

Search

<input type="checkbox"/>	Chicken - Pops (KMI011060A)
<input checked="" type="checkbox"/>	Chicken - Fzn Bs Zinger Wings (KMI018002)
<input type="checkbox"/>	Chicken - Fzn Imor Fillets (skinless) (KMI018005)
<input type="checkbox"/>	Chicken - Fzn Mt Zinger Wings (KMI010021A)
<input type="checkbox"/>	Chicken - H&c Cob (KMI010011A)
<input checked="" type="checkbox"/>	Chicken - Imor Cob (KMI011003)
<input type="checkbox"/>	Chicken - Kfc Mini Fillet (KMI018006)
<input type="checkbox"/>	Chicken - Kfc Strips Test (KMI018010)
<input checked="" type="checkbox"/>	Chicken - Mt Mini Fillets (KMI010041A)
<input type="checkbox"/>	Chicken - Nuggets (KMI018009)
<input type="checkbox"/>	Chicken - S/w Patties (KMI011151)

Close

Add item(s) 3

- The **Quantity On Hand** shows how much stock is available.
- Edit the **Base Unit** field.
- Select the **Submit** button at the top right.

To: KSA012 ALBANY ROAD

Description(Code)	Quantity On Hand	Outer	Inner	Base Unit
Chicken - Fzn Bs Zinger Wings(KMI018002)	0.00 Each			5 Each
Chicken - Imor Cob(KMI011003)	0.00 Each			3 Each
Chicken - Mt Mini Fillets(KMI010041A)	0.00 Each			5 Each

- A confirmation message will appear which indicates the transfer out was processed successfully.

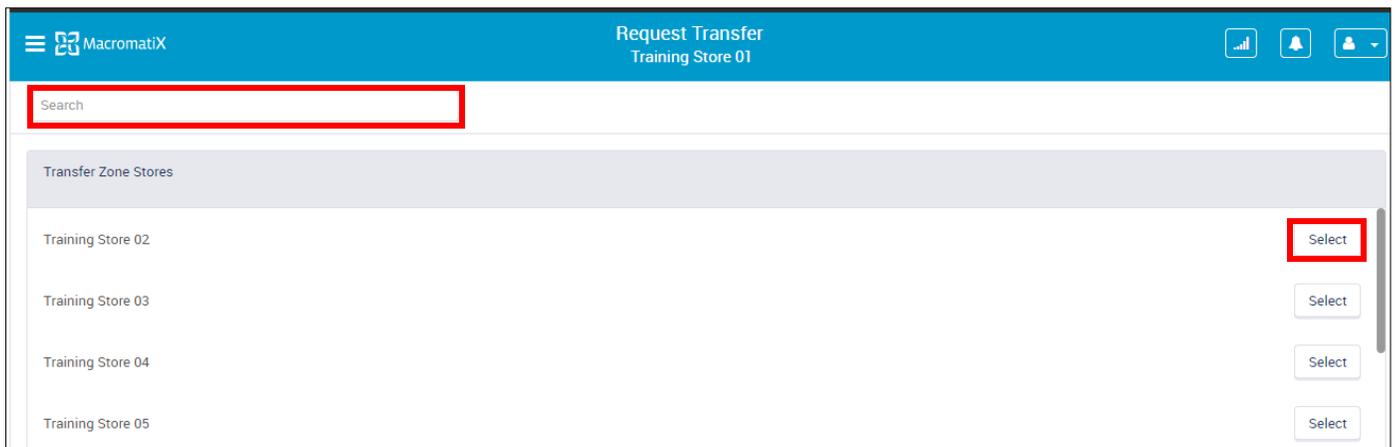
Transfer successfully submitted. X

Request Transfer

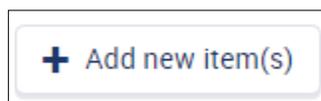
- To request a transfer from another store, select **Transfer** followed by **Request Transfer**.



- Search** for a store name or use the KSA number.
- Select** the store.



- Select the **+ Add new item(s)** button to continue with requesting.



- Enter in the product name.
- Select **Search**.
- Tick to select the requested item(s).
- Select the **Add item(s)** button at the bottom right.

Add new item(s) ✕

<input type="checkbox"/>	Chicken - Pops (KMI011060A)
<input checked="" type="checkbox"/>	Chicken - Fzn Bs Zinger Wings (KMI018002)
<input type="checkbox"/>	Chicken - Fzn Imor Fillets (skinless) (KMI018005)
<input type="checkbox"/>	Chicken - Fzn Mt Zinger Wings (KMI010021A)
<input type="checkbox"/>	Chicken - H&c Cob (KMI010011A)
<input checked="" type="checkbox"/>	Chicken - Imor Cob (KMI011003)
<input type="checkbox"/>	Chicken - Kfc Mini Fillet (KMI018006)
<input type="checkbox"/>	Chicken - Kfc Strips Test (KMI018010)
<input checked="" type="checkbox"/>	Chicken - Mt Mini Fillets (KMI010041A)
<input type="checkbox"/>	Chicken - Nuggets (KMI018009)
<input type="checkbox"/>	Chicken - S/w Patties (KMI011151)

- A list of the selected items will appear.

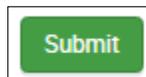
From: Train02 - Training Store 02				
Description(Code)	Quantity On Hand	Outer	Inner	Base Unit
Chicken - Pops(KMI011060A)	-3,473.41 Kg	<input type="text" value="0"/>		<input type="text" value="0"/>
		CASE/8 X 1 KG		Kg
Chicken - Fzn Bs Zinger Wings(KMI018002)	0.00 Each			<input type="text" value="0"/>
				Each
Chicken - Fzn Imor Fillets (skinless)(KMI018005)	-40,387.00 Each	<input type="text" value="0"/>		<input type="text" value="0"/>
		CASE/5 X 20EA		Each

- If the incorrect item was selected, the item can be deleted by selecting the rubbish bin icon.

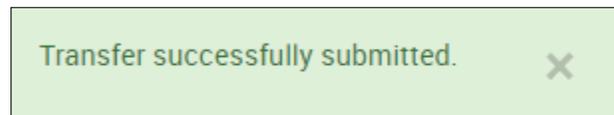


From: Train02 - Training Store 02				
Description(Code)	Quantity On Hand	Outer	Inner	Base Unit
Chicken - Pops(KMI011060A)	-3,473.41 Kg	<input type="text" value="2"/>		<input type="text" value="8"/>
		CASE/8 X 1 KG		Kg
Chicken - Fzn Bs Zinger Wings(KMI018002)	0.00 Each			<input type="text" value="8"/>
				Each
Chicken - Fzn Imor Fillets (skinless)(KMI018005)	-40,387.00 Each	<input type="text" value="1"/>		<input type="text" value="8"/>
		CASE/5 X 20EA		Each

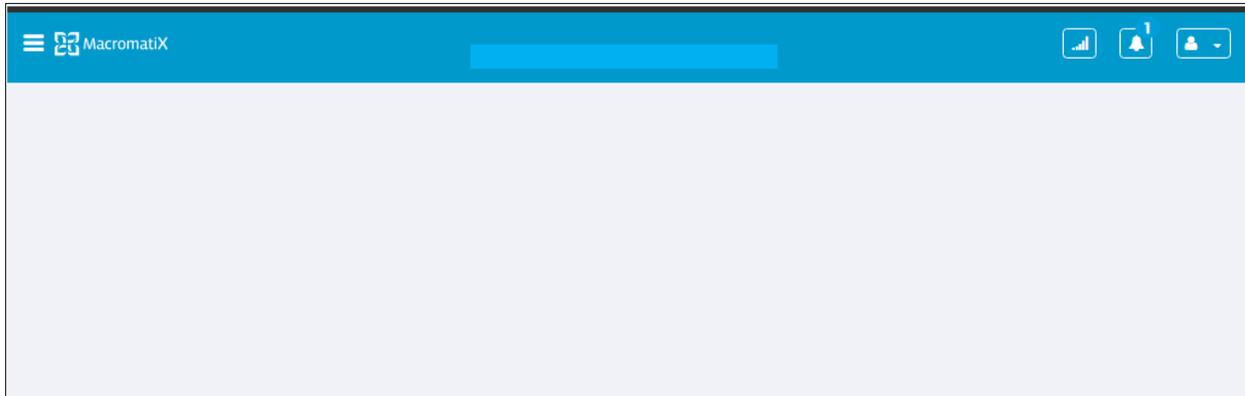
- Edit the **Base Unit** according to the requested amount of the stock.
- Select the **Submit** button to finalize the Request Transfer.



- A confirmation message will appear which indicates the Request Transfer has been sent.



- The page will remain blank when the request is successful.



Open Transfer

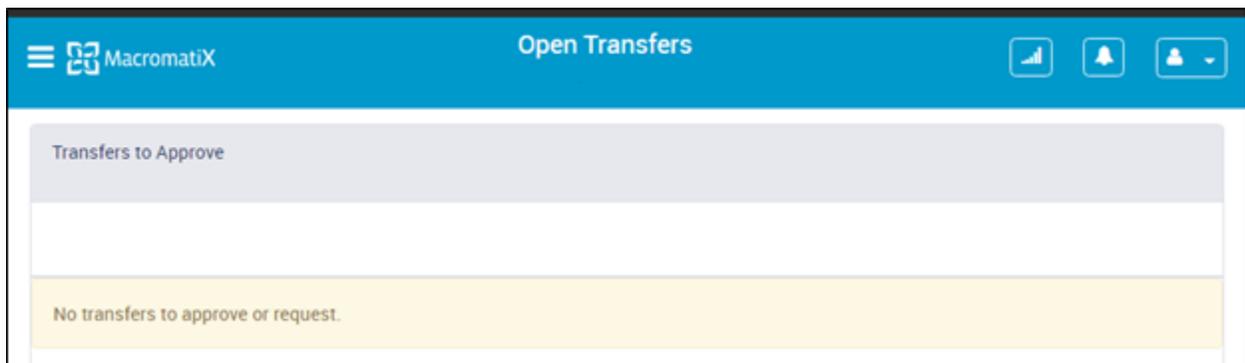
Open transfers is used to see if there are any requests from other stores to be approved.

One store sends a transfer request to another store. The supplying store selects the **Open Transfers** tab and accepts the transfer. Stock will be updated on both sides.

- Select the **Menu** tab followed by **Transfer**.
- Select **Open Transfers** to view the report.

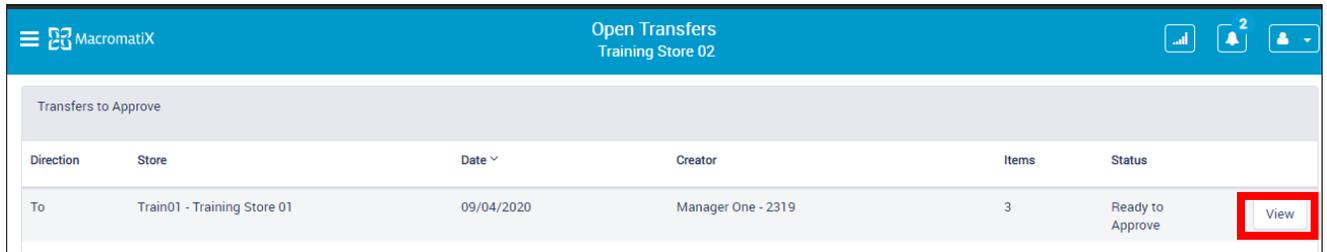


This indicate that there are no transfers to approve or request.



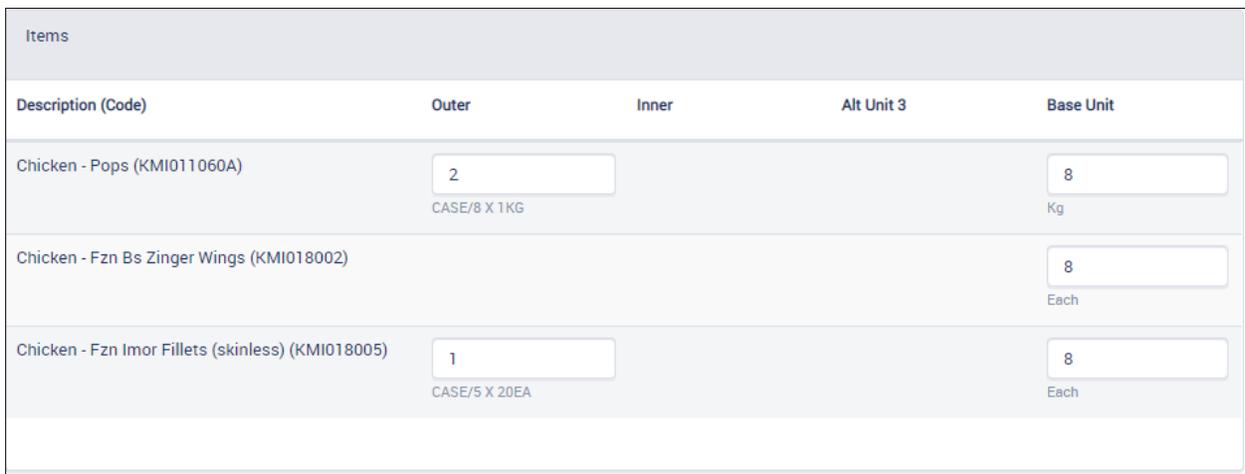
In this example Training store 1 requested a transfer from Training store 2.

- Select the **View** button.



Direction	Store	Date	Creator	Items	Status	
To	Train01 - Training Store 01	09/04/2020	Manager One - 2319	3	Ready to Approve	View

- This will display the number of items requested and the quantities.



Description (Code)	Outer	Inner	Alt Unit 3	Base Unit
Chicken - Pops (KMI011060A)	2			8
	CASE/8 X 1 KG			Kg
Chicken - Fzn Bs Zinger Wings (KMI018002)				8
				Each
Chicken - Fzn Imor Fillets (skinless) (KMI018005)	1			8
	CASE/5 X 20EA			Each

The total cost for stock will be displayed on the top left.



Total Cost
R2,091.81

- Select **Actions** followed by **Approve** or **Deny**.



✓	Approve
✗	Deny

- **Cancel** or **Confirm** transfer approval.

Confirm Transfer Approval

Are you sure you wish to approve the transfer?

Cancel **Confirm**

- The user can deny the Request Transfer by selecting **Cancel**.
- Enter the **Reason for Denial**.
- Select **Confirm**.

Confirm Transfer Denial

Are you sure you wish to deny the transfer?

Reason for Denial

Cancel **Confirm**

- The user can approve the Request Transfer by selecting **Confirm**.
- A confirmation message will appear which indicates the Transfer has been approved.

Transfer approved.

✗

- The page will remain blank when the request is successful.

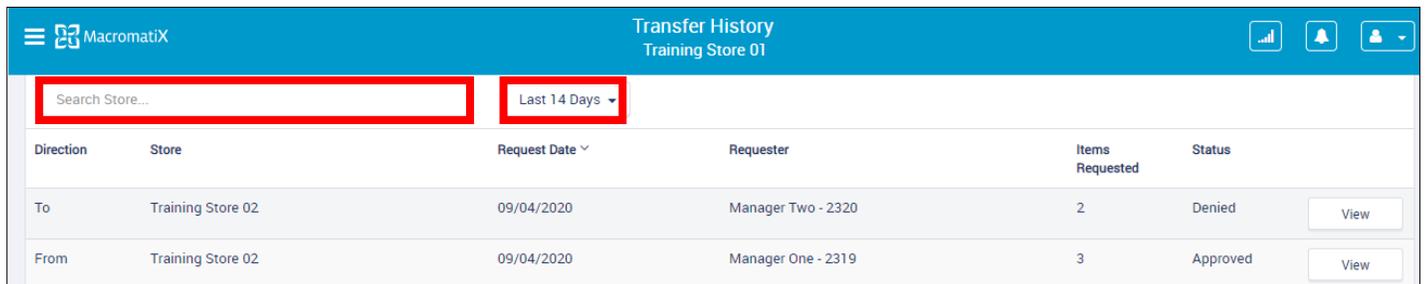
Transfers to Approve
No transfers to approve or request.

Transfer History

To view the transfer history report, select **Transfer History**.



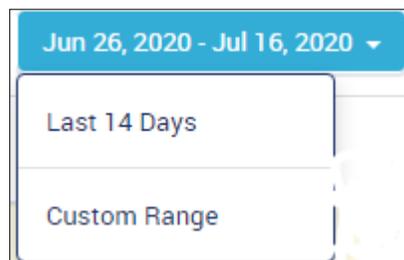
- All the transfers in / out and the status will be displayed.
- Search for a store by using the KSA Number or Store Name.
- Select **Last 14 Days** to select a date range.



The screenshot shows the MacromatiX interface for the "Transfer History" report. The header includes the MacromatiX logo, the report title "Transfer History", and the store name "Training Store 01". There are search and filter controls: a "Search Store..." input field and a "Last 14 Days" dropdown menu. The main content is a table with columns for Direction, Store, Request Date, Requester, Items Requested, and Status. Two rows are visible: one for a "To" transfer (Denied) and one for a "From" transfer (Approved).

Direction	Store	Request Date	Requester	Items Requested	Status	
To	Training Store 02	09/04/2020	Manager Two - 2320	2	Denied	View
From	Training Store 02	09/04/2020	Manager One - 2319	3	Approved	View

- Select **Custom Range** for a date range other than the last 14 days.



- Select the start date and end date followed by the **Apply** button to continue.

- The **Transfer History** for the selected date range will be displayed.
- Select the **View** button to view the transfer history report.

Direction	Store	Request Date	Requester	Items Requested	Status
To	Training Store 02	09/04/2020	Manager Two - 2320	2	Denied
From	Training Store 02	09/04/2020	Manager One - 2319	3	Approved

- Select the **Back** button at the top left to return to the history page.

Transfer To	Request Date	Requester	Status	Total Cost
Train02 - Training Store 02	Sep 4, 2020 9:55:22 AM	Manager Two - 2320	Denied	R494.22

Reason for Denial : *wrong items*

Description (Code)	Unit	Quantity Requested	Qty Transferred	Resulting On Hand	Unit Cost	Extended Cost
Chicken - Pops (KMI011060A)	Kg	8.00	0.00	-3,451.04	R60.21	R481.66
Chicken - Fzn Bs Zinger Wings (KMI018002)	Each	8.00	0.00	8.00	R1.57	R12.56