

## TireBrands Inventory Builder AV Ref #632

## About:

The TireBrands library comes with the function to add lines of tires to your master inventory file all at once (by Mfg and Style), various sizes from a line of tires or just a single tire.

## How:

- 1. Click on Views → Administration & Utilities.
- 2. Click on Inventory → TireBrands Inventory Builder.
- 3. On the **Batch Inventory Creation** screen (shown below), click on the **Select Items To Add** button at the bottom of the screen:

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Select Items To Add Create Inventory Cancel Heb								

- 4. On the Select Tires screen (shown below), find your Manufacturer, then Style.
- 5. To add all tires of a certain line, click the **Add All** button at the bottom.
- 6. To add only one, click on the tire you want. If you want to several, hold down your **CTRL** key while click on each tire you want to add.
- 7. Once finished, click on the Add Selected button at the bottom of the screen:



- 8. Back on the **Batch Inventory Creation** screen (shown below), be sure to select the correct **Department** for these tires and add any additional information to the other fields as necessary (like default Tire Package, for example).
- 9. Click on the **Create Inventory** button to add these items to your master inventory file:

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\*\**Note* – Users must have permission settings in the system to have the ability to add Inventory (P40, P80). If you need to give a user permission to have the permission setting, please contact your system administrator.