

In-Process (IP) Journal

AV #762

BPOS has an IP Journal that can provide you with a list of all items on open tickets, along with the ticket #'s of each open transaction.

To Run the IP Journal:

- 1. Click on **Views** → **Reports**
- 2. Click on Journals \rightarrow IP Journal
- 3. Select the **Store** you wish to run the repot for
- 4. If you would like, you can narrow down the **Product #** you would like to run it for or leave it to default for all items
- 5. Select the Ticket Type(s) you would like report for or leave it to default for All
- 6. If you would like, you can change the report Display Order
- 7. Click on **Run Report**:

IP Journal
Store: #1 - PILOT POINT <
Product# To ZZZZZZZZZZZ
Ticket Type: ☑ All □ Workorder □ Receipt □ Transfer □ Adjustment □ Purchase Order
Display Order: ● Product#/Store# ○ Store#/Product# ○ Store#/Ticket#
Group By Display Order Subtotal
Display Report Using Grayscale 🗹 Print Selections
Run Report Copy Report Hide Report Parameters Reset Cancel Suggest Help