



# Stocktake – Standard Processing



DISPRAX



## ::: OVERVIEW

In this course you will learn how to set up and run a stocktake in TIMMS to align the stock information in TIMMS with actual stock inventories on hand.

## ::: AREAS COVERED

- Stocktake Pack Stock, Standard Stock and Loose Stocked products
- Opening a Stocktake
- Managing counts and entry of information into TIMMS
- Variance reporting
- Manual and automatic stock adjustments
- Tips for improving Stocktake accuracy

## ::: PRIOR KNOWLEDGE

This course assumes an understanding of what types of products are currently being used in TIMMS and current stocktaking procedures.

## ::: WHO WILL BENEFIT?

- TIMMS Administrators
- Stock Managers
- Administration Staff

## ::: BENEFITS OF TRAINING

Regular training sessions are critical to ensuring your staff maximise their usage of the TIMMS system.

Our training is performed by **TIMMS certified Training Consultants** in an environment that promotes discussion and learning, helping to:

- Gain a deeper understanding of how the TIMMS system works
- Build skills and confidence
- Improve usage of TIMMS to maximise efficiency and accuracy

### Workshop level:

- [Day-to-Day Processing](#)
- Intermediate
- Advanced Setup

**Course Code:** ST01

**Course Duration:** 2 hours

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