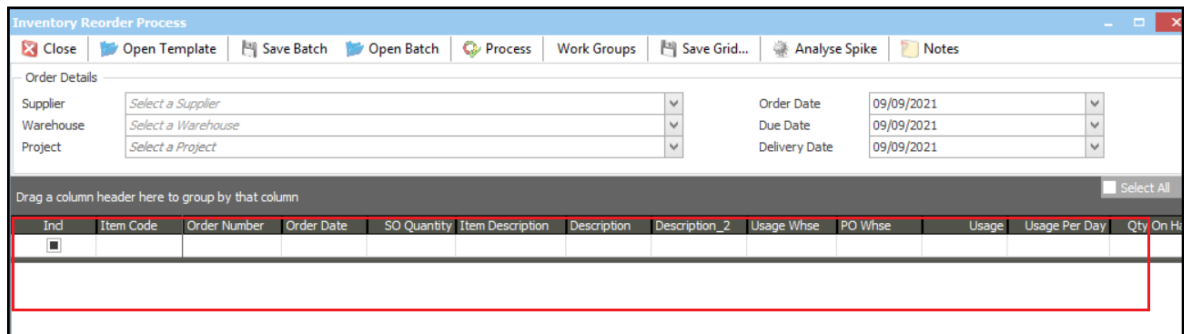


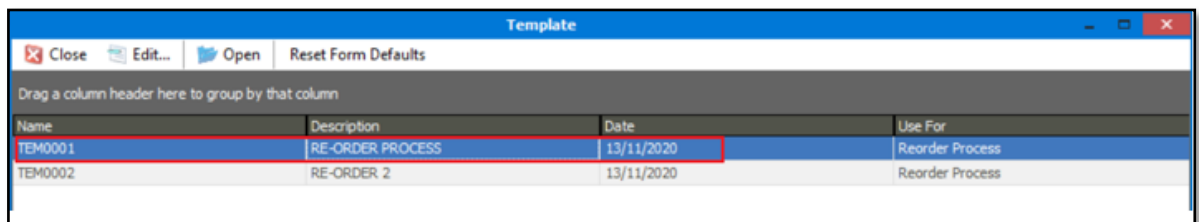
Article Outline	Inventory Optimisation Reorder Process screen not/partially populated with transaction rows/blank rows after selecting Reorder Template
Article Date	2021/09/26
Knowledge Type	Solving an error message
Primary Module	Inventory Optimisation
Secondary Module	Inventory Optimisation
Knowledge Source	Incoming Customer Query

### Outline:

You may notice that the Inventory Optimisation Reorder Process screen is not populated, or only partially populated with the expected transaction lines



after a Reorder Template has been selected on the Open Template screen.



## Solution/Details

### A. Logical Template Setups

First notice that the display / appearance of the expected transaction lines/rows are determined by multiple logical setups and factors.

These include, among others, the relationship between the current quantity levels of the specific inventory items that need to be ordered (as specified in the Re-order Processing template), and the rest of the filters on the Reorder Processing template selected above.

Such filters include, among others, the following two below.

Consider here that only items, as selected on the Reorder Process template, with current quantities adhering to the relevant selections made below should therefore result in transaction records to be calculated and display for them on the Inventory Optimisation | Transactions | Re-order Process screen.

E.g., if stock item AAA currently has 1000 units, with its Re-order Level = 20, then item AAA will not be displayed as a transaction line on the Reorder Process screen.

**Edit Template 'TEM0001'**

**Inventory Item Filter**  
Select the required item filter which the template needs to take into account when determining the item reorder levels.

No Filter (Select this option when you have no specific item filter requirements.)

Items Below the Minimum Level (Select this option to only include item quantities that fall below the specified minimum level.)

Items Below the Reorder Level (Select this option to only include item quantities that fall below the specified reorder level.)

Custom Filter (Select this option to generate a customised formula.)

Quantity On Hand < Re-Order Level

**Edit Template 'TEM0001'**

**Suggested PO Quantity Formula**  
The following screen displays the suggested formulas for reorder calculation purposes based on the inventory reorder levels and/or custom selections. To customise the formula, select the Custom Formula option.

Minimum Level

Reorder Quantity

Minimum Level, Economic Reorder Quantity

Sales Order Quantity

Reorder Level

Custom Formula

Reorder Level, Economic Reorder Quantity

Include Purchase Order Quantity

Suggested Quantity = Re-order Quantity

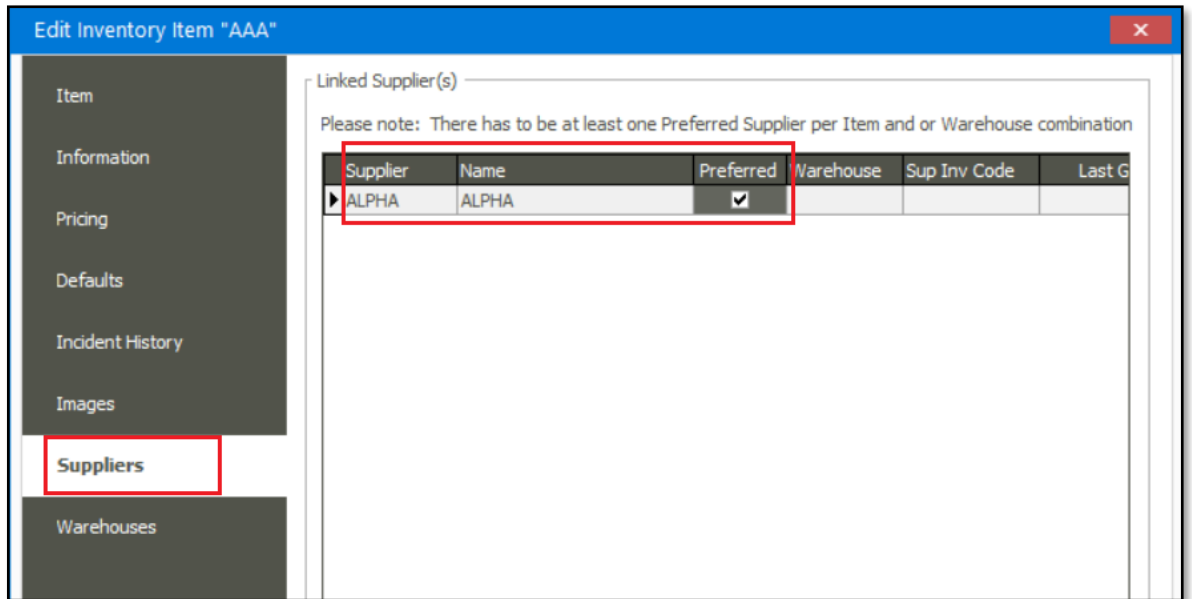
You should therefore always carefully inspect the detailed setup of the selected IO Re-order Template to determine which settings in it may prevent item transaction rows to be populated.

## B. Inventory Item Setups

Also consider the minimum setup guidelines that should be adhered to on the relevant Inventory Items for the IO Re-order Process screen to populate them as transaction lines above.

- **Linked Supplier**

All Inventory Items should be linked to at least one Supplier as can be seen below. If there is only one linked supplier, it automatically also becomes the Preferred Supplier.



- **Warehouse Items – Linked Supplier**

If using Warehouse items, notice that you should also setup the relationship between the Inventory Item – Warehouse – Linked Supplier, for all Item/warehouse combinations, as can be seen below

