

Renumbered Items Report

Introduction

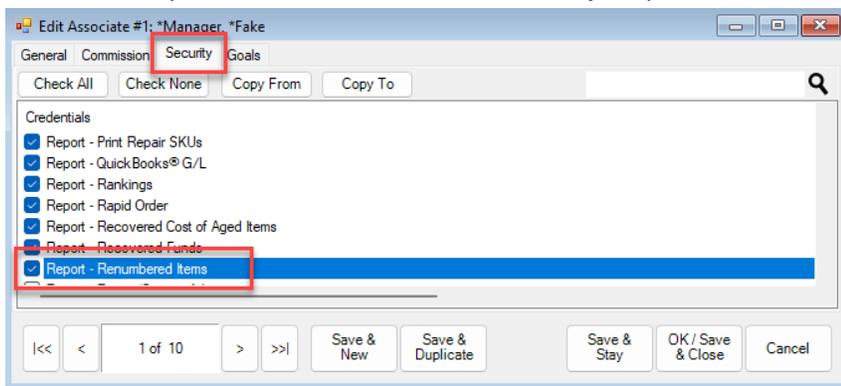
A new **Inventory** report was added called the **Renumbered Item report** that was developed to make tracking recategorized Items easier than ever. Using the **same Item filter** with **Group/Sort By** options as other **Inventory** reports, you can now see a report of all your **recategorized Items** that **match** your desired criteria.

Due to the fact that only the **previous Item Number** is stored on the **Item Record**, this report can only show the last **Category** move per **Item**.

Running the Renumbered Items Report

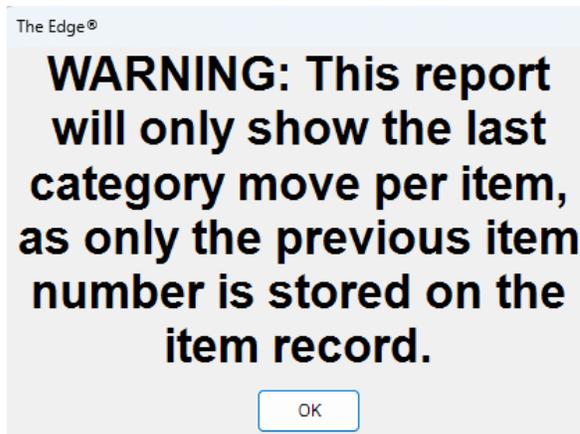
As with other reports, you must make sure you have the appropriate **permission** set prior to running it otherwise Edge will alert you with a **pop-up** letting you know you do not have permission to run the report.

Visit the **Security** tab on the **Associate** record who should have permission to run this report, and either search or scroll until you find the **Renumbered Items Report** permission.



To run the **Renumbered Items Report**:

1. Navigate to **Reports > Inventory > Renumbered Items**. A pop-up message will appear, letting you know that the report will only show the **last Category** move per Item:



- Clicking **OK** on the pop-up will allow the **Renumbered Items Report** window to open.

- Enter any **report criteria** as desired, then select how you would like your results to be grouped by checking the desired boxes in the **Group/Sort By** field on the **Options** tab.
- Click **OK** to generate your report.

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	Vendor Style #	Type	Description	Count	Age	Cost	Price
	Item #	Status					
Store #1							
Category 210: Colored Stone Earrings							
No Image Available	KW:BL2026ERG-D	Stock	Rose Gold Finish Sterling Silver	1	1,157		224.95
	001-210-1000051 Original Item #: 001-425-1000003	In Stock					
No Image Available	KW:BL2013E-D	Stock	Platinum Finish Sterling Silver	1	1,157		179.95
	001-210-1000052 Original Item #: 001-425-1000004	In Stock					
Category 210: Colored Stone Earrings				2	1,157		404.90
Store #1				2	1,157		404.90