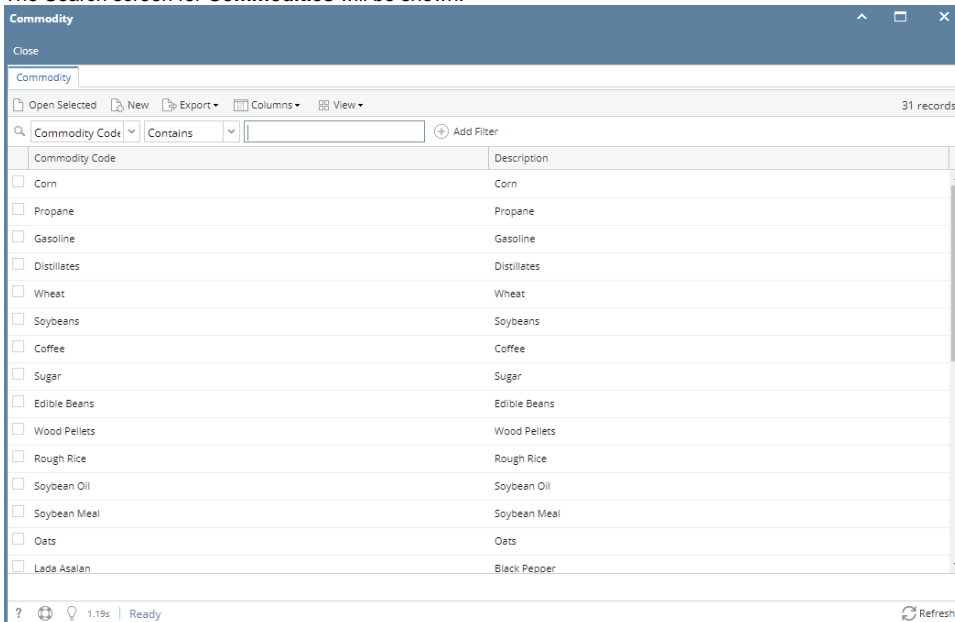
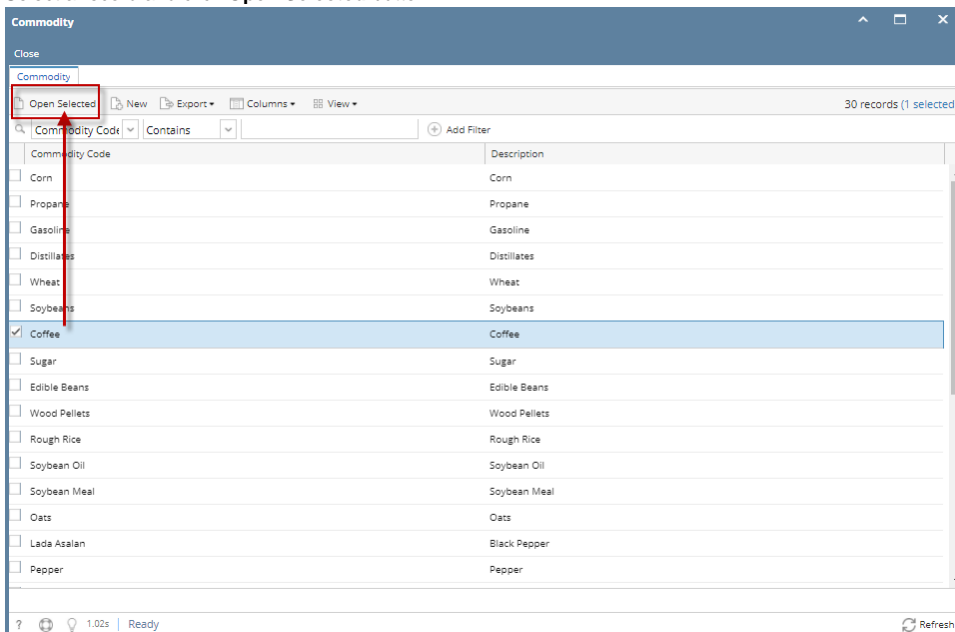


How to Search and Open Commodity record

1. From **Inventory** module >click on **Commodities** menu.
2. The Search screen for **Commodities** will be shown.



3. Select a record and click **Open Selected** button.



4. The selected commodity will be opened.

Commodity - Coffee

New Save Search Delete Undo Close

Details Attribute Report Translations Audit Log

Basic

Commodity Code * Coffee

Description Coffee

Exchange Traded ☒ Decimals on DPR

Default Future Market ICE Arabica

Price Checks - Min 0.000 Max 0.000

EDI Code

Line of Business

Scale

Default Schedule Store

Discount

Scale Auto Dist Default

Adjust Inventory for Weights & Grades

Sales

Transfer

Patronage

1099 Box 3 ☐

Unit of Measure

X Remove Export View Filter (F3)

UOM *	Unit Qty	Stock Unit	Default UOM
<input type="checkbox"/> 60 Kg Bags	60.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> lb	0.453592	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> KG	1.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Bags of 60 kg	60.1	<input type="checkbox"/>	<input type="checkbox"/>

6.21s Ready Page 1 of 1 Refresh

- 5.
6. To open a new commodity screen click "New button".

Search Commodities

Close

Commodity

Open Selected New Export Columns View

Commodity Code Contains Add Filter

Commodity -

New Save Search Delete Undo Close

Details Attribute Report Translations Audit Log

Basic

Commodity Code *

Description

Exchange Traded ☐ Decimals on DPR

Default Future Market

Price Checks - Min 0.000 Max 0.000

EDI Code

Line of Business

Scale

Default Schedule Store

Discount

Scale Auto Dist Default

Adjust Inventory for Weights & Grades

Sales Origin

Transfer Origin

Patronage

1099 Box 3 ☐

Unit of Measure

X Remove Export View Filter (F3)

UOM *	Unit Qty	Stock Unit	Default UOM
<input type="checkbox"/> UOM *	0.00	<input type="checkbox"/>	<input type="checkbox"/>

0.35s Ready Page 1 of 1 Refresh

- 7.
8. See [Search](#) to guide you on how to use the Search screen.