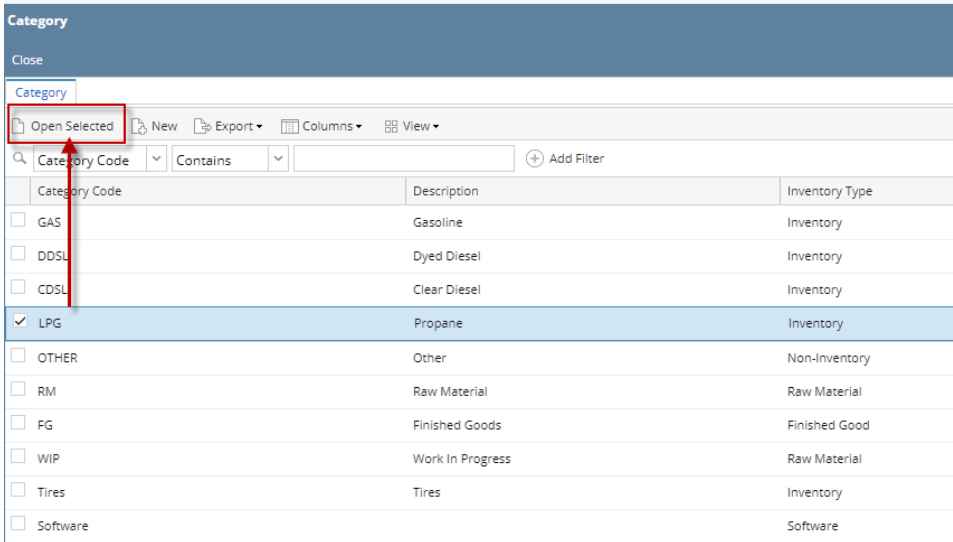


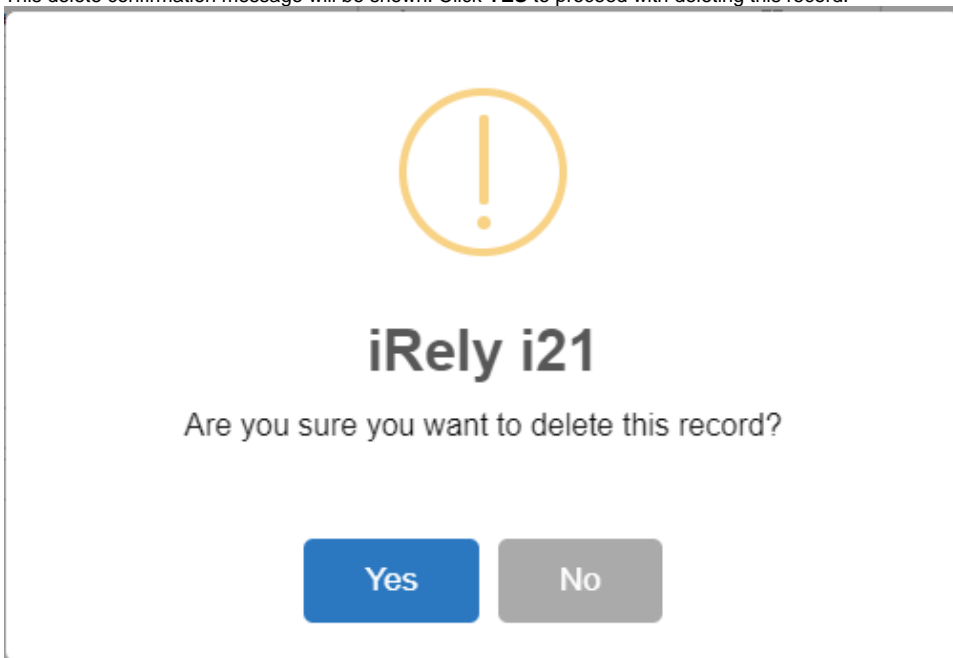
How to Delete a Category Record

1. From Inventory Module go to **Categories** menu.
2. The Search screen for Categories will be shown.
3. **Open select** a category that you want to delete.



Category		
Close		
Category		
Open Selected New Export Columns View		
Category Code Contains Add Filter		
Category Code	Description	Inventory Type
<input type="checkbox"/> GAS	Gasoline	Inventory
<input type="checkbox"/> DDSL	Dyed Diesel	Inventory
<input type="checkbox"/> CDSL	Clear Diesel	Inventory
<input checked="" type="checkbox"/> LPG	Propane	Inventory
<input type="checkbox"/> OTHER	Other	Non-Inventory
<input type="checkbox"/> RM	Raw Material	Raw Material
<input type="checkbox"/> FG	Finished Goods	Finished Good
<input type="checkbox"/> WIP	Work In Progress	Raw Material
<input type="checkbox"/> Tires	Tires	Inventory
<input type="checkbox"/> Software		Software

4. On the category screen, Click **Delete** button to delete category record.
5. This delete confirmation message will be shown. Click **YES** to proceed with deleting this record.



When record you are trying to delete is being used by another record, this message is shown. Else, it will delete the record.



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The record you are trying to delete is being used.

OK