Shortages

Purchase Orders in EITHER Posted or Approved status will now appear on Running Balance and Plot Sheet until they are received (and/or the Expected date is greater than or equal to the current date)

First Come First Served Video

Predictive Equipment Scheduling

Availability Calendar

Plot Sheet

Running Balance

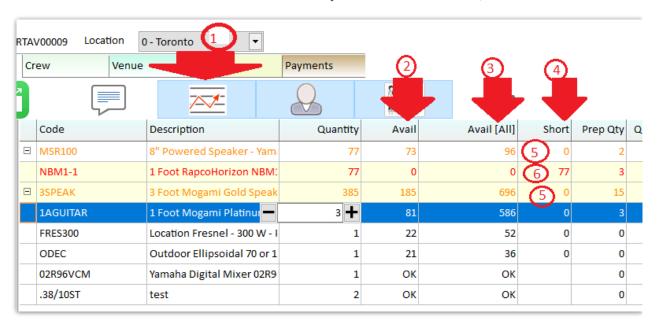## Manage Equipment Reservations

Shortage Resolutions

Limited Availability Window for Sales Items

Consolidated Location Availability

Some companies may want to consider the overall availability in addition to the availability at a specific location when adding equipment to a booking.

Click the button at the top of the equipment grid in the booking. This is a toggle option, so you can click to activate/de-activate calculation of availability at all locations (refer to Parameters section at the bottom of this article if you do not see the icon)
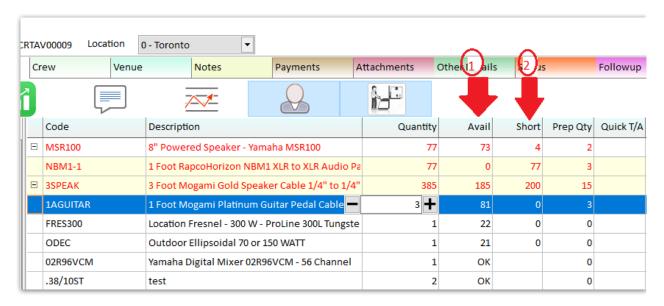

	Code	Description	Quantity	Avail	Avail [All]	Short	Prep Qty	Q
⊟	MSR100	8" Powered Speaker - Yam	77	73	96	0	2	
	NBM1-1	1 Foot RapcoHorizon NBM:	77	0	0	77	3	
⊟	3SPEAK	3 Foot Mogami Gold Speak	385	185	696	0	15	
	1AGUITAR	1 Foot Mogami Platinur	3	81	586	0	3	
	FRES300	Location Fresnel - 300 W - I	1	22	52	0	0	
	ODEC	Outdoor Ellipsoidal 70 or 1	1	21	36	0	0	
	02R96VCM	Yamaha Digital Mixer 02R9	1	OK	OK		0	
	.38/10ST	test	2	OK	OK		0	

1. In Use (i.e. Toggle ON - see screenshot above)
2. The column **Avail** still displays the availability at the current location
3. The **Avail [All]** column shows the overall availability at all locations.
4. The shortage amount will be based on the availability at all locations.
5. When a shortage occurs at the current location ONLY, the line will display in orange as a warning, but the short column will remain at zero.

6. If the line quantity is increased to cause a shortage at all locations then the line will show in red.
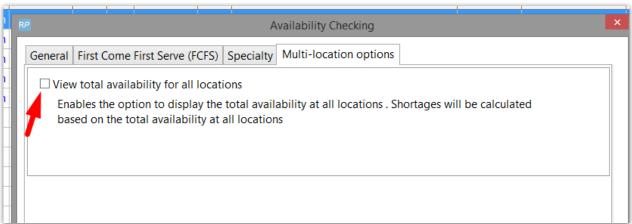

NOT in Use (i.e. Toggle OFF - see screenshot below)

1. Availability is calculated and displayed for current location only
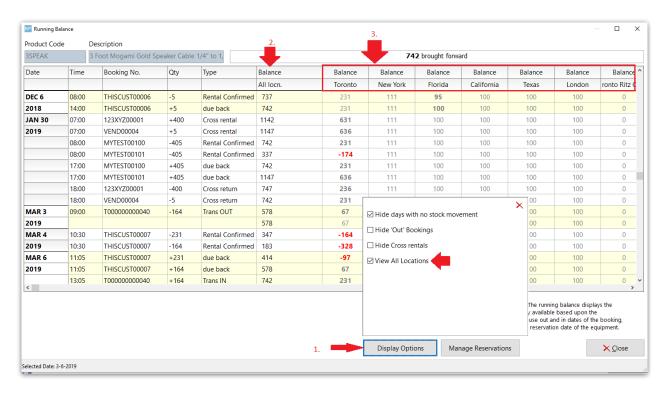2. All shortages show in red

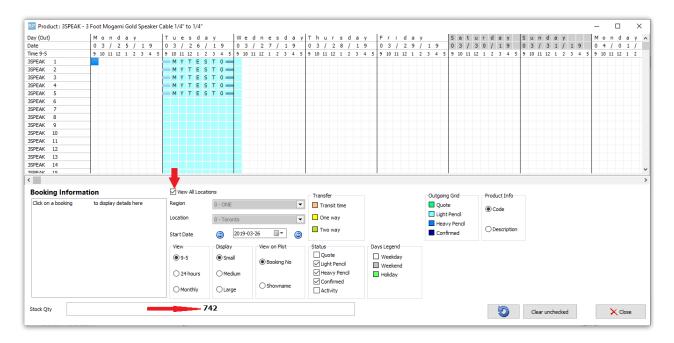Turn this option on via Operational Parameter #6 Availability

Running Balance

1. For running balance enable the **View All Locations** option by clicking **Display Options**.
2. The first balance column will start with the overall stock quantity and will be affected by all the transactions at all locations.
3. Each separate location will start with the balance at that location and only be affected by the

transactions at that location.

Plot Sheet

On the plot sheet the **View All Locations** checkbox will again display the overall stock and all transactions will appear on the plot sheet.

Parameters

To enable this option open **Operational parameter #6** and select **View total availability for all locations** from the **Multi-location options** tab.