

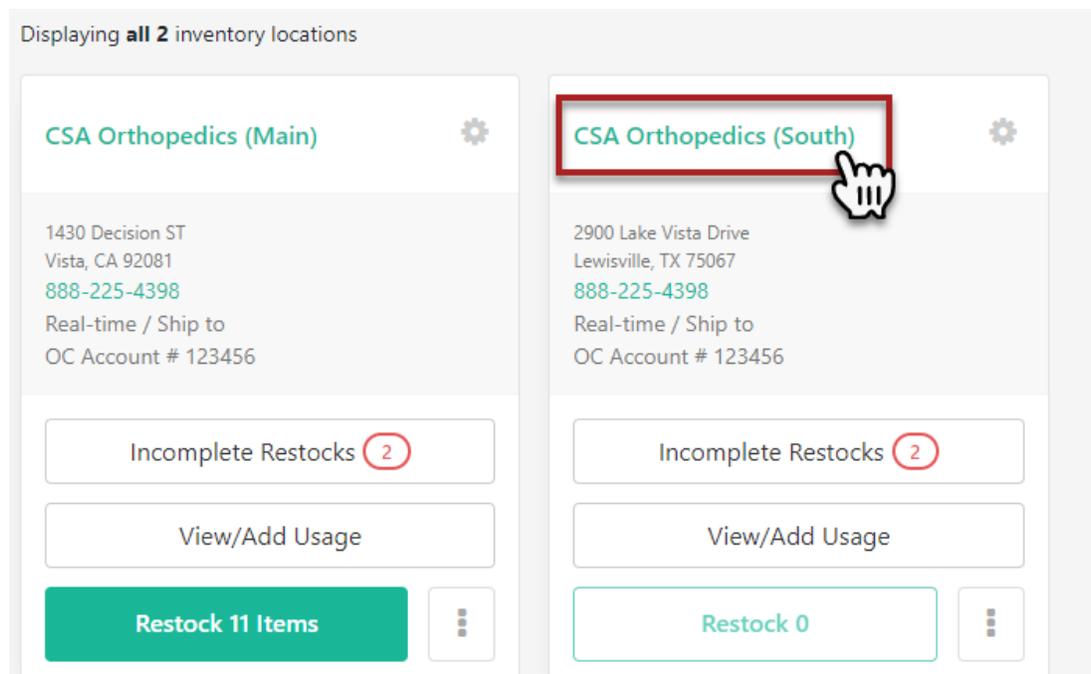
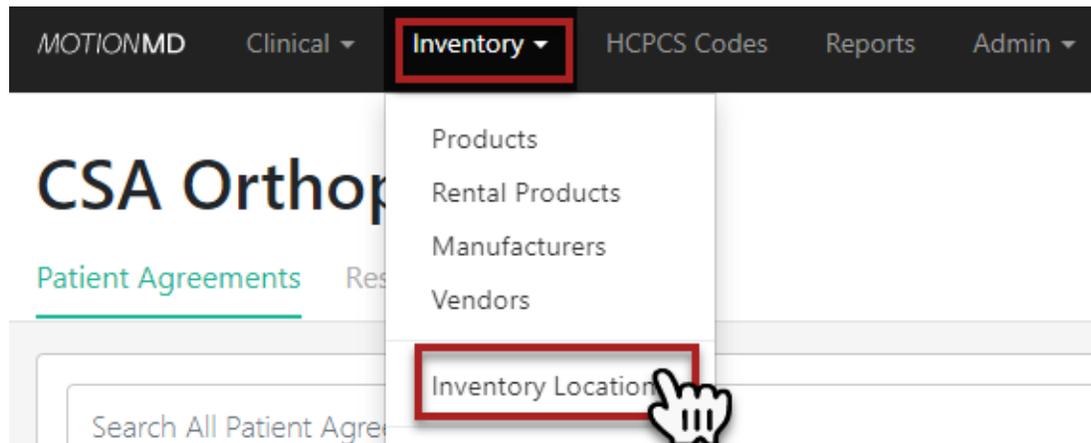
DIRECT - INVENTORY TRANSFER IN MOTIONMD®

This guide will provide the steps to transfer products between Inventory locations. Reference the appropriate scenario based on whether the account(s) are in MotionMD or Non-MotionMD for inventory management.

Inventory Transfers within a MotionMD Account:

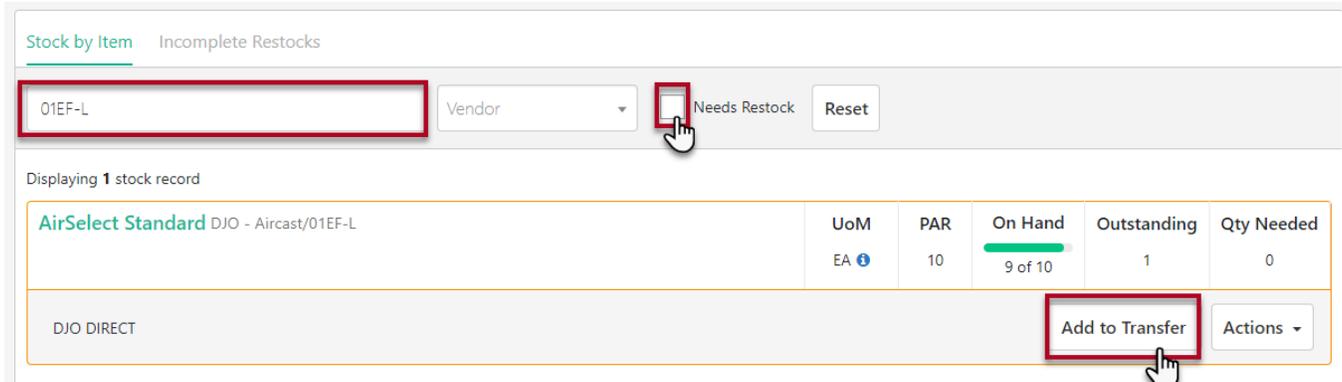
Inventory transfers can easily be completed between Inventory Locations under the same MotionMD account.

On the top menu bar, click **INVENTORY LOCATIONS** from the **INVENTORY** drop-down. Click on the location you need to transfer inventory from.



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In the search bar type the SKU(s) of the product(s) that are being transferred and unselect **NEEDS RESTOCK** to search all inventory in stock. Once SKU(s) are selected, click **ADD TO TRANSFER** and a side bar will open up.



Stock by Item Incomplete Restocks

01EF-L Vendor Needs Restock Reset

Displaying 1 stock record

AirSelect Standard DJO - Aircast/01EF-L	UoM	PAR	On Hand	Outstanding	Qty Needed
	EA	10	9 of 10	1	0

DJO DIRECT Add to Transfer Actions

On the side bar, set the quantity to be adjusted for each product. To remove an item from the transfer click the **X**. Select the destination location from the **TRANSFER TO** drop-down menu. Click **PLACE TRANSFER** to complete.



Items to Transfer

01EF-L AirSelect Standard

2 Max: 9

From CSA Orthopedics (South)

Transfer To: CSA Orthopedics (Main)

Cancel Transfer

Place Transfer

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Helpful Information:

- No check-in is required at the receiving Inventory Location. On-hand counts are automatically decremented and incremented on each Stock Record.
- Transfers to an Inventory Location will automatically create a new Stock Record if it did not exist previously. However, the Stock Record setup will need to be finished, if assistance is required submit a Help Ticket requesting the Item setup be completed.