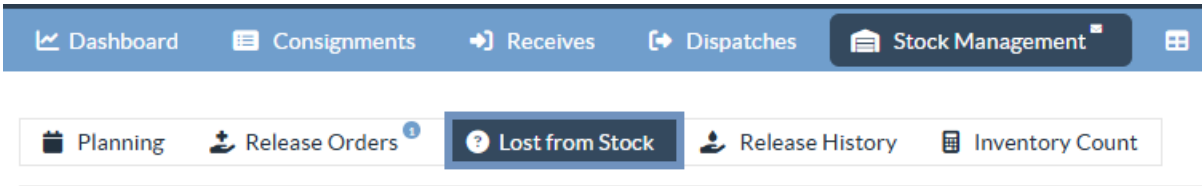


## 库存损失

如果货物在储存期间、转运点或送达客户地址后报告丢失，则会被归类为 "库存丢失"。要登记遗失，用户应导航至 "库存管理" 选项卡并单击 "库存遗失"。



RITA 操作员在此过程中有两个选项。

**选项 1：**"取消"选项可让 RITA 操作员取消之前登记的损失。

**选项 2：**"打印损失报告"允许 RITA 操作员自动生成托运中已登记损失物品的表格。损失报告可在登记损失物品后立即生成。请参阅库存管理-计划一章中的 "打印损失报告"。

A screenshot of the 'Lost from Stock' section in the software. It shows a table with 63 results found. The table has columns: 'Loss Reported Date', 'Loss Reported Location', 'Consignment Number', 'Product Category', 'Description', 'Inventory Unit Quantity', 'Total weight (kg)', and 'Total (m³)'. The first row shows a loss reported on 21/Jan/2025 at Brindisi - UNHRD Warehouse 1 (Storage), with consignment number BDS-1395, product category Education, description school books, inventory unit quantity 2 Each, total weight 0.4 kg, and total 0.4 m³. A context menu is open over the first row, showing 'Cancel' and 'Print Loss' options.

Loss Reported Date	Loss Reported Location	Consignment Number	Product Category	Description	Inventory Unit Quantity	Total weight (kg)	Total (m³)
21/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	BDS-1395	Education	school books	2 Each	0.4	0.4

## 取消损失

操作员可以取消先前登记为 "已找到物品" 的损失。取消损失的步骤如下：

**步骤 1：**单击 "库存管理" 页面上的 "库存丢失" 选项卡。

**步骤 2：**使用右上角的 "显示筛选器" 选项，查找必须取消的寄售货物。操作员可根据托运货物的编号、实际发货收货日期或实际收货日期，或在搜索框中提供托运货物的任何其他详细信息来搜索托运货物。

A screenshot of the search filters for the 'Lost from Stock' table. It shows three input fields: 'Consignment Number' (with a placeholder 'Consignment Number'), 'Search' (with a placeholder 'Search among relevant properties'), and 'Date of Cancel' (with a placeholder 'From Date').

Consignment Number	Search	Date of Cancel
Consignment Number	Search among relevant properties	From Date

**步骤 3：**点击所选托运货物右端的 "选项" 标签，选择 "取消" 选项。

A screenshot of the 'Lost from Stock' section, similar to the one above, but with the 'Cancel' option selected in the context menu. The table shows the same data as before, with the first row highlighted in red. The context menu is open, showing 'Cancel' and 'Print Loss' options.

Loss Reported Date	Loss Reported Location	Consignment Number	Product Category	Description	Inventory Unit Quantity	Total weight (kg)	Total (m³)
21/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	BDS-1395	Education	school books	2 Each	0.4	0.4

**第 4 步：** 操作员可在出现的对话框中提供详细信息，如找到的物品数量、报告编号和评论（如有）。操作员必须点击 "取消"按钮，确认取消所选货物的损失登记。这样，这些物品将移回到 "发货 "屏幕下的 "手头库存"。

Cancel Registered Losses for BDS-1395 - Education - school books - at Brindisi - UNH1 (Storage)

Date of Cancel

Found Report Number

21/Jan/2025

Comments

Please enter reason for cancellation

Consignment Line	Reported Lost	Weight	Volume
1: Education - school books	2 Each	0.4 kg	0.01 m <sup>3</sup>

Close Dialog

Cancel Loss