Wrap up the end of financial year

Tick these key inventory management tasks off the checklist as you wrap up your end of financial year:

Finalise all sales orders

Schedule when your stocktake will happen

Inform staff in advance

Organise the area where the stocktake will happen

Conduct a stocktake

Set aside inventory that has been invoiced but yet to be shipped out

Count every item - no estimating!

Make stock adjustments to take into account obsolete, stolen or damaged stock

Correct any discrepancies

Take regular breaks

Enter adjusted inventory counts into your inventory management software

Review your stocktake

What went well and what can you improve on?

How did each stock item perform?

Did you make the most out of shelving space?

Learn everything you need to know about inventory management.
Visit **https://www.unleashedsoftware.com/inventory-management-guide**