Create a Stocked Item

How to Create a Stocked Item in Muhasib ERP

Overview

This guide will help you create an item whose quantity is tracked by Muhasib at an approved location.

Purchases, sales, returns, transfers, adjustments, and manufacturing can change the item's stock and financial balances.

Who can do this

You need access to Item and Item Add, plus Location, Unit, Category, Tax, and Financials permissions as used.

Before you start

Create the unit, category, brand, default location, taxes, and accounting mappings. Decide batch, serial, overselling, reorder, pricing, and opening-stock policy.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Back Office → Items & Advanced Inventory → Manage Items.

Create a Stocked Item

Step 1: Choose New Record

Step 2: Enter unique Barcode, Item Name, SKU/UPC, and Description

Step 3: Select Unit, Category, and Brand

Step 4: Enable stock/inventory tracking

Step 5: Select Default Stock Location and set Re-Order Level

Step 6: Configure serialization, batch, and overselling only according to approved policy

Step 7: Configure price, discount, tax, commission, and accounts

Step 8: Choose Save

Step 9: When prompted to add opening stock, continue only with an

When prompted to add opening stock, continue only with an approved reconciled opening balance.

Check your work

Confirm item details, zero/opening stock, location, stock report/ledger, and accounting setup before live use.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Do not enable serialization experimentally.
- Do not enter opening stock without source documents and checking.

Related guides

- Create Item Opening Stock
- Enable and Maintain Item Serials
- Review Item Stock by Location and Batch
- Configure Purchase and Inventory Behavior

What to do next

> **Create Item Opening Stock**.

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