Create a Unit of Measurement

How to Create a Unit of Measurement in Muhasib ERP

Overview

This guide will help you add a reusable base unit for item quantities.

The unit becomes selectable as an item's base unit and may participate in item-specific conversions.

Who can do this

You need access to Unit of Measure and Unit of Measure Add.

Before you start

Agree on a short, unambiguous unit name such as Each, Box, Kilogram, or Litre. Avoid creating aliases for an existing unit.

> 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 → Unit of Measurement.

Create a Unit of Measurement

Step 1: Choose New Record

Step 2: Enter Unit of Measure Name

Step 3: Enter a useful Long Description

Step 4: Choose Save

Step 5: Reopen the record from the list

Check your work

Create or edit a disposable item and confirm the unit appears once with the intended wording.

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

If something goes wrong

- Search before creating a near-duplicate.
- Do not delete a unit used by items or transactions.

Related guides

- Configure Item Unit Conversions
- Create a Stocked Item
- Create an Item Bill of Materials

What to do next

> **Configure Item Unit Conversions**.

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