Update an Item Safely

How to Update an Item Safely in Muhasib ERP

Overview

This guide will help you change permitted item fields while preserving stock, pricing, tax, accounting, variant, and transaction history.

Muhasib updates the master and related item details. Existing documents may keep values or re-render current descriptions depending on output path; check before broad changes.

Who can do this

You need access to Item and Item Update, plus nested-feature permissions as needed.

Before you start

Identify the item by ID/barcode, record current settings, close related transactions, and review stock, open orders, BOMs, variants, serials, prices, taxes, and accounts.

> 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.

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Step 1: Filter and select the exact item

Step 2: Change only approved identity, classification, price, tax, commission, stock-alert, location,

Change only approved identity, classification, price, tax, commission, stock-alert, location, or account fields.

Step 3: Do not attempt to change serialization; Muhasib's check blocks

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Step 4: Do not make a parent item stockable while derived items use it

Step 5: Review minimum/default price, discount, taxes, category, parent, and default location

Review minimum/default price, discount, taxes, category, parent, and default location validations.

Step 6: Choose Update and confirm

Step 7: Reopen item and affected transaction forms

Check your work

Check Item list, stock/location, price/tax, POS/Purchase selection, BOM/variant links, accounting mappings, and a reprint of old versus new test records.

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

If something goes wrong

- Correct source master data instead of editing historical transactions indiscriminately.
- Restore recorded values when an unexpected dependent workflow changes.

Related guides

- Create a Stocked Item
- Configure Item Pricing, Discount, Tax, and Commission
- Retire or Delete an Item Safely

What to do next

> **Create a Stocked Item**.

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