Review Item Batch Change History

How to Review Item Batch Change History in Muhasib ERP

Overview

This guide will help you identify changes to item batch data and assess their stock/record history impact.

You get a batch-change audit trail and affected-stock scope.

Who can do this

You need access to Item Batch Change History plus item/location scope.

Before you start

Have item, batch, date range, old/new value, user, transaction, or record history incident.

> 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 → Item Batch Change History.

Review Item Batch Change History

Step 1: Set company/date/item/batch filters

Step 2: Generate the report

Step 3: Review old/new batch, expiry, or other fields, timestamp, and user

Step 4: Compare current batch master and stock

Step 5: Trace related transactions and labels

Step 6: Preserve evidence for unauthorized changes

Check your work

History explains current batch values and reconciles to stock/transaction identities.

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

If something goes wrong

- A renamed batch can appear as missing under the old value.
- Do not modify batches again before impact analysis.

Related guides

- Modify Item Batches
- Review the Item Batch Report
- Review Stock and Item Change History

What to do next

> **Modify Item Batches**.

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