Review the Stock Transfer Report

How to Review the Stock Transfer Report in Muhasib ERP

Overview

This guide will help you summarize stock transfers and compare and confirm source, destination, and in-transit quantities.

You get a transfer control population and unresolved movement list.

Who can do this

You need access to Stock Transfer Report and authorized source/destination location scope.

Before you start

Define company, period, source/destination locations, items, statuses, batches/serials, and expected transfer control.

> 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 → Stock Transfer Report.

Review the Stock Transfer Report

Step 1: Set exact scope filters

Step 2: Generate the report

Step 3: Review transfer, source, destination, item, quantity, status, dispatch/receipt, and value

Review transfer, source, destination, item, quantity, status, dispatch/receipt, and value shown.

Step 4: Identify open/in-transit or discrepant transfers

Step 5: Drill to Stock Transfer Inquiry

Step 6: Reconcile both location ledgers

Check your work

Report totals and statuses compare and confirm to transfer documents and source/destination stock.

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

If something goes wrong

- Do not net source and destination before checking missing sides.
- Confirm immediate versus separate receipt behavior.

Related guides

- Review the Stock Transfer Inquiry
- Transfer Stock Between Locations
- Receive and Verify a Stock Transfer

What to do next

> **Review the Stock Transfer Inquiry**.

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