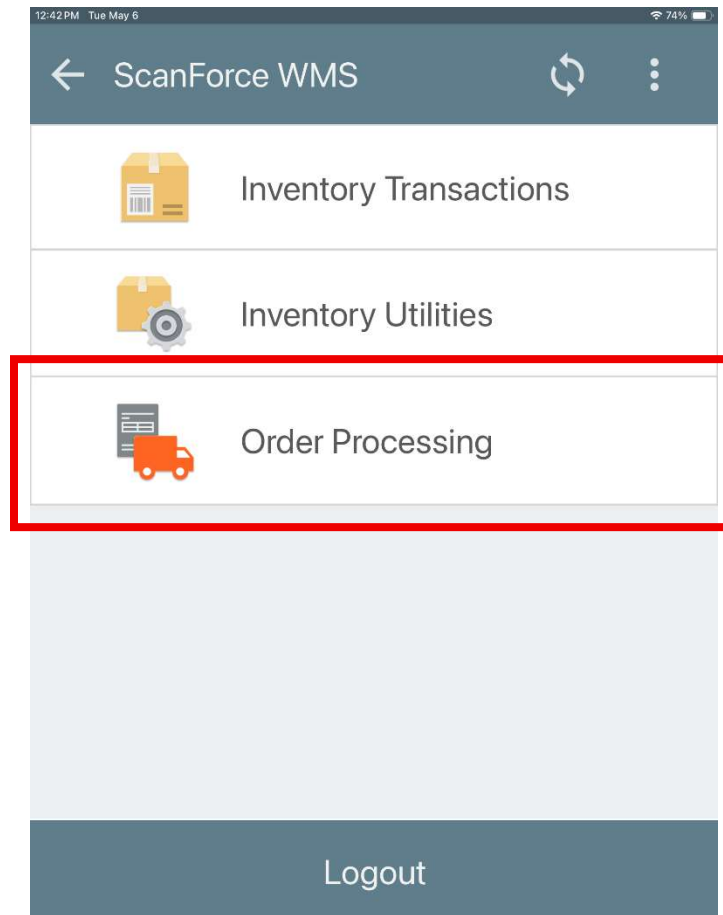
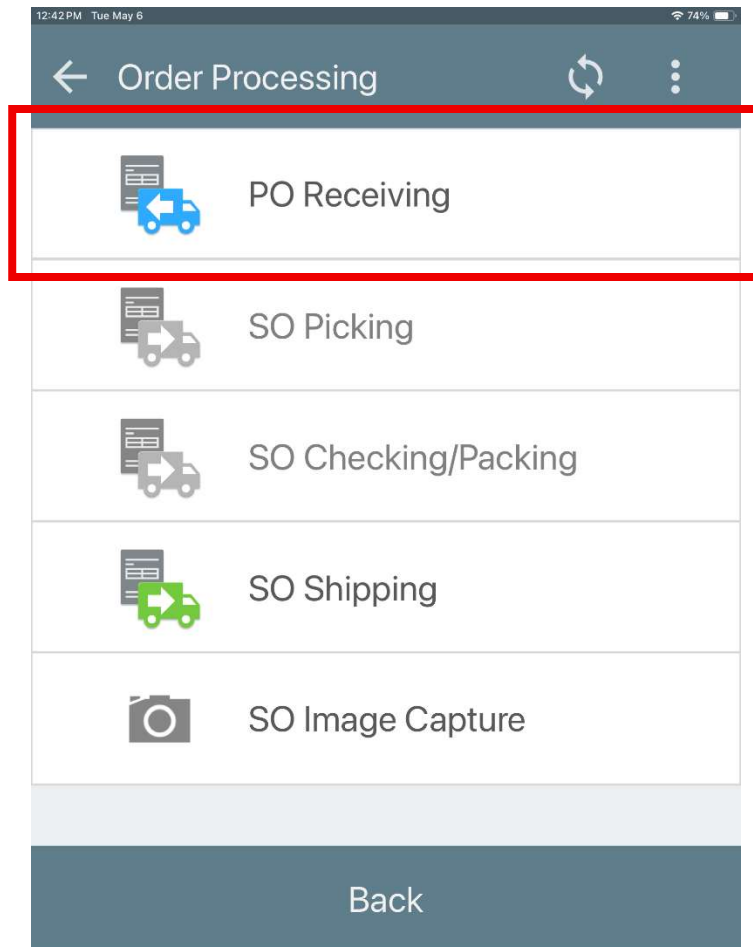


Scan Force: Receiving Inventory with Scanners

1. Click on the Order Processing Option in the main menu of the scanner.



2. Click the PO Receiving option in the following menu.



3. Enter the PO number into the box.

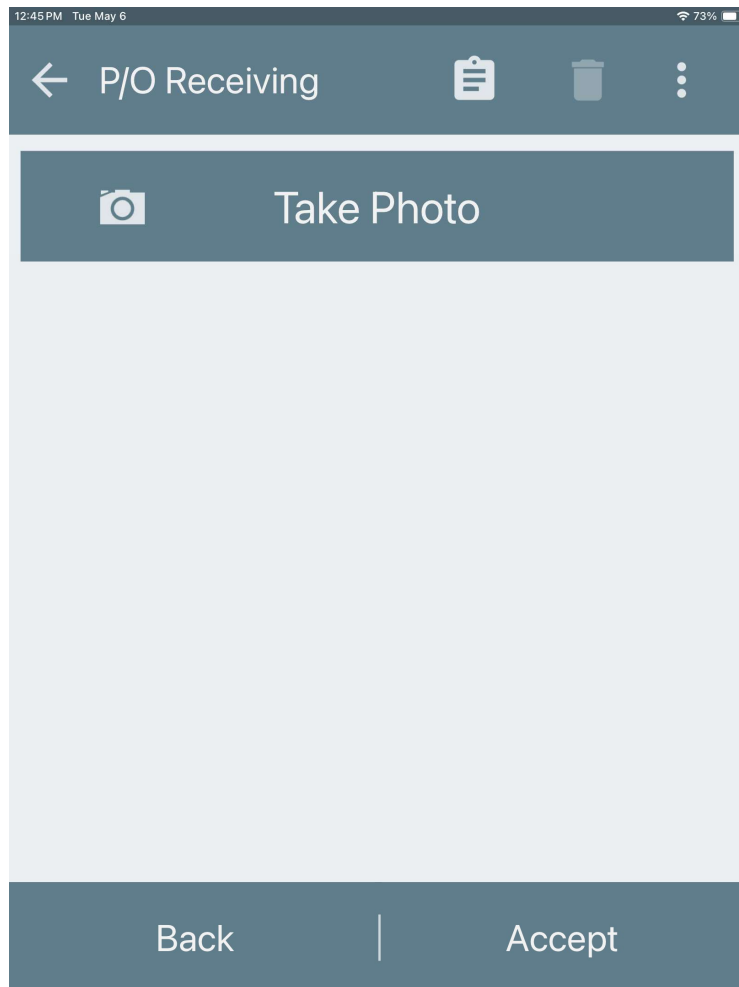
The screenshot shows a mobile application interface for 'P/O Receiving'. At the top, there is a header bar with a back arrow, the text 'P/O Receiving', a refresh icon, and a menu icon. Below the header, there is a search bar with the label 'PO #' and the number '48973' entered. A magnifying glass icon is to the right of the search bar. Below the search bar, there is a large empty space. At the bottom, a keyboard is visible with the text '*48973*' in the search bar.

4. Receive the Item to its location.
 - a. **Provo:** To the skid number or location.
 - b. **Blaine:** Always to the Receiving location.
5. Select the item or scan the item barcode.

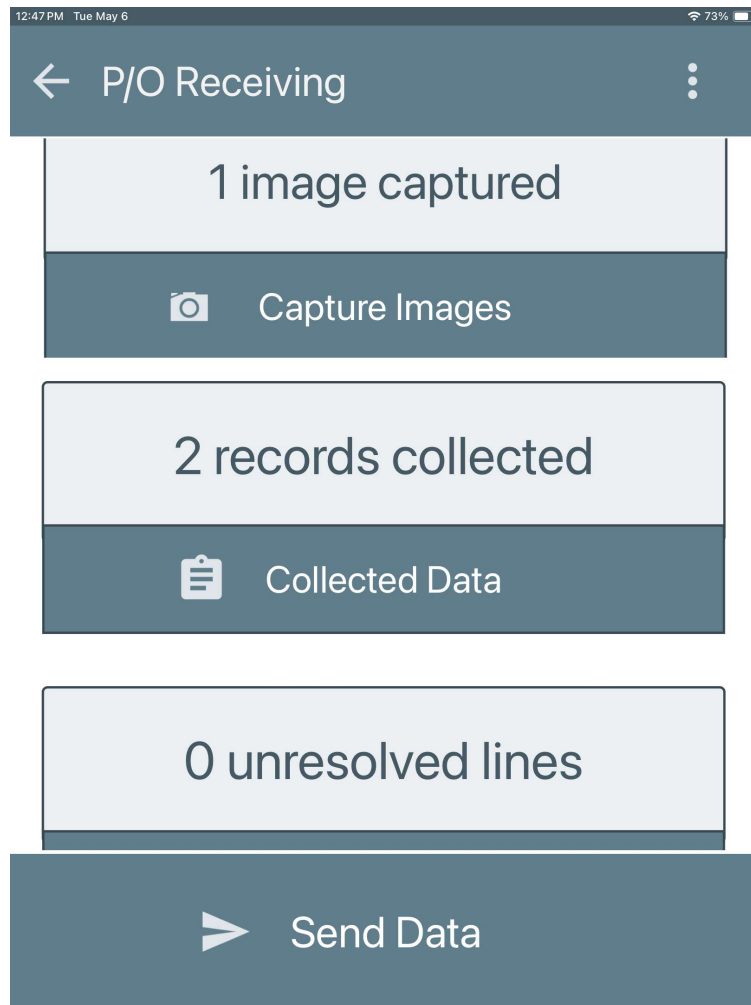
The screenshot shows a mobile application interface for 'P/O Receiving'. At the top, there is a header bar with a back arrow, the text 'P/O Receiving', a clipboard icon, a right arrow icon, and a menu icon. Below the header, there is a search bar with the label 'ITEM' and a magnifying glass icon. Below the search bar, there is a table with columns 'LOCATION' and 'RECEIVING'. The table contains rows for 'WHSE 000', 'ORDER # 0048973', 'GSM Outdoors', and 'LOGIN HC (LET)'. At the bottom, there are 'Back' and 'Accept' buttons.

LOCATION	RECEIVING
WHSE	000
ORDER #	0048973
GSM Outdoors	
LOGIN	HC (LET)

6. Enter the quantity of the part that is to be received.
7. Capture a picture of the packing list.



8. Ensure there are no unresolved lines, unless parts were intentionally not received.



9. Click the “Send Data” button.