Importing Opening Stock

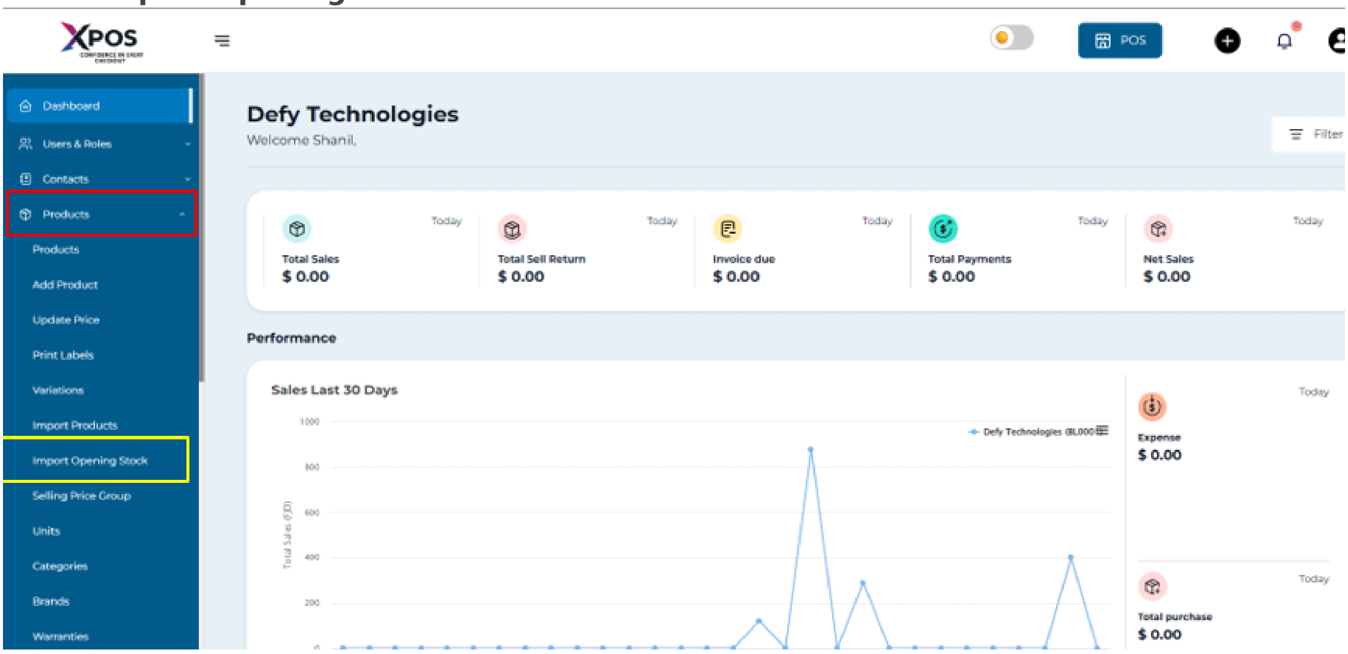
Import Opening Stock

Import Opening Stock allows you to upload the initial stock quantities for multiple products at once using a file, instead of entering them individually.

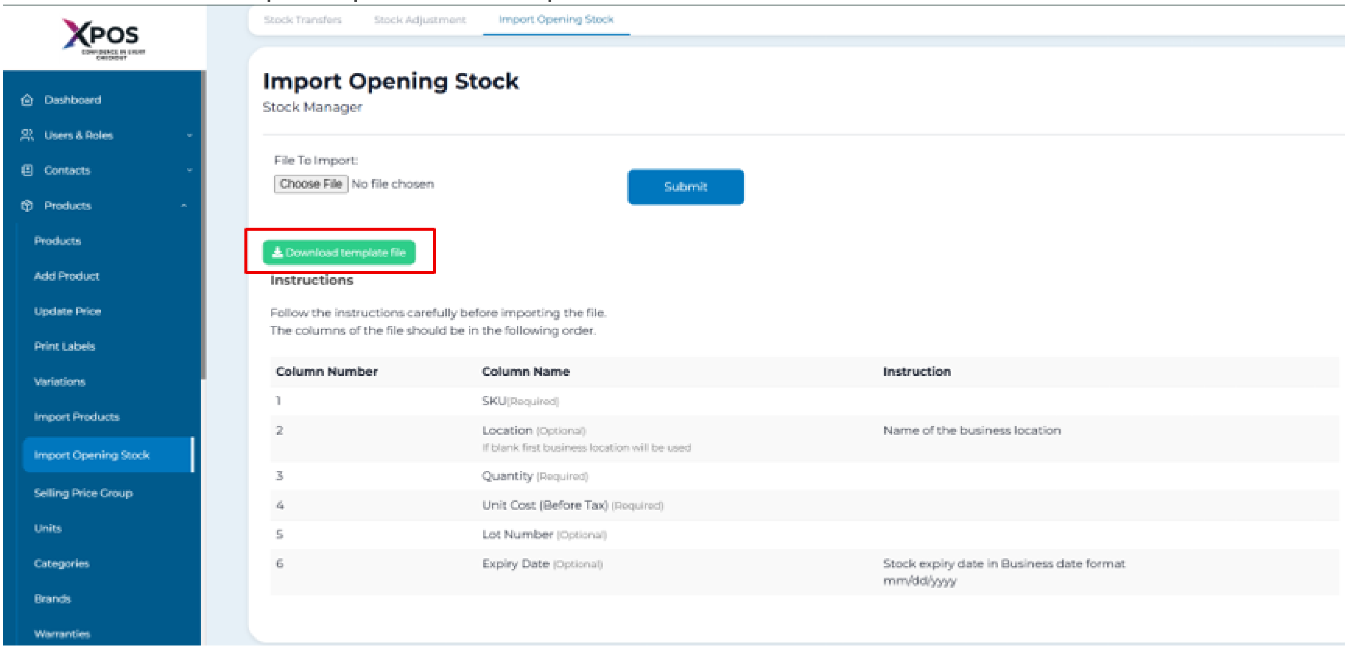
Importing Opening Stock

Follow the steps below to import opening stock:

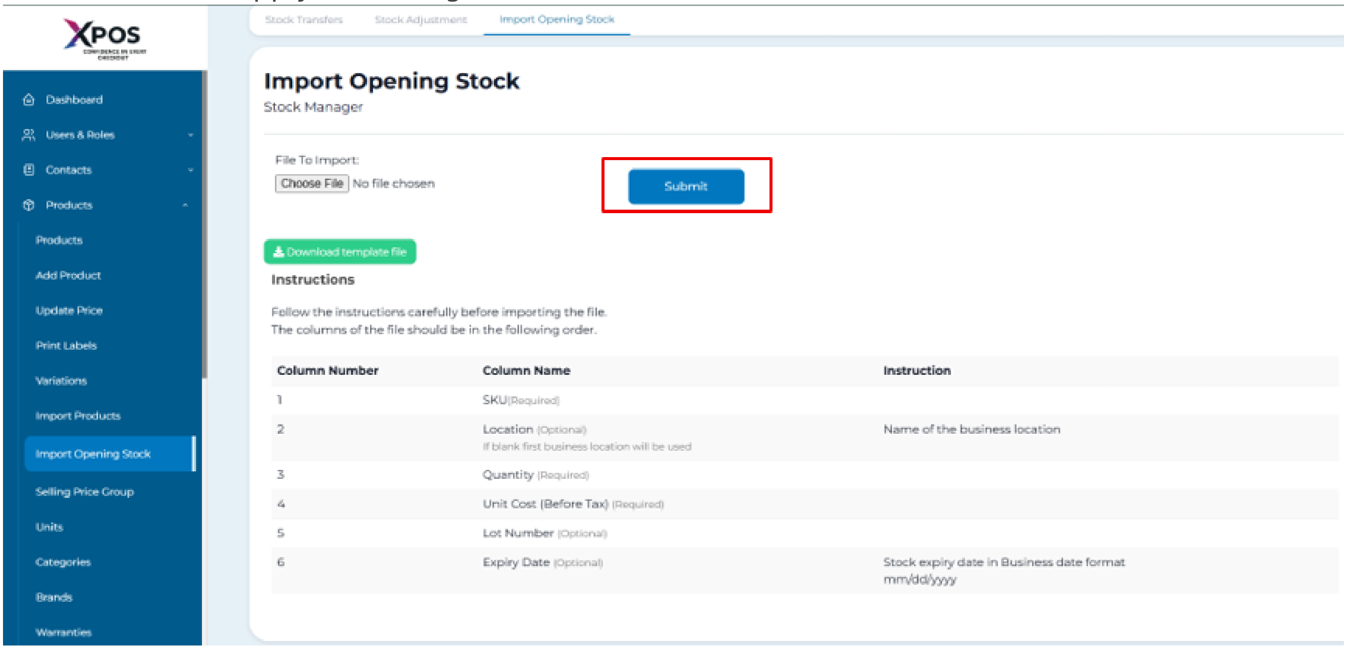
1. Go to **Products**.
2. Select **Import Opening Stock**.



3. Download the sample import file (if required).



4. Enter the opening stock quantities in the file.
5. Upload the completed file.
6. Click **Submit** to apply the changes.



The uploaded quantities will be recorded as the opening stock for the corresponding products.

Editing Imported Opening Stock or Setting It to Zero

If opening stock has already been imported and needs adjustment, follow the steps below.

Adjust Imported Opening Stock

1. Navigate to **List Products**.

2. Click **Products > Import Opening Stock**.
3. Prepare a new import file with adjustment values.
4. Enter the adjustment quantity:
   - Use a **positive value** to increase stock.
   - Use a **negative value** to reduce stock.
5. Upload the file and complete the import.

Adjustment Examples

- If the existing opening stock is **10**:
  - Enter **-10** to reduce the stock to 0.
  - Enter **-4** to adjust the stock to **6**.
  - Enter **5** to increase the stock to **15**.

The system updates stock based on the adjustment values provided in the import file.

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