



OCS Warehouse User Guide

V.1.0



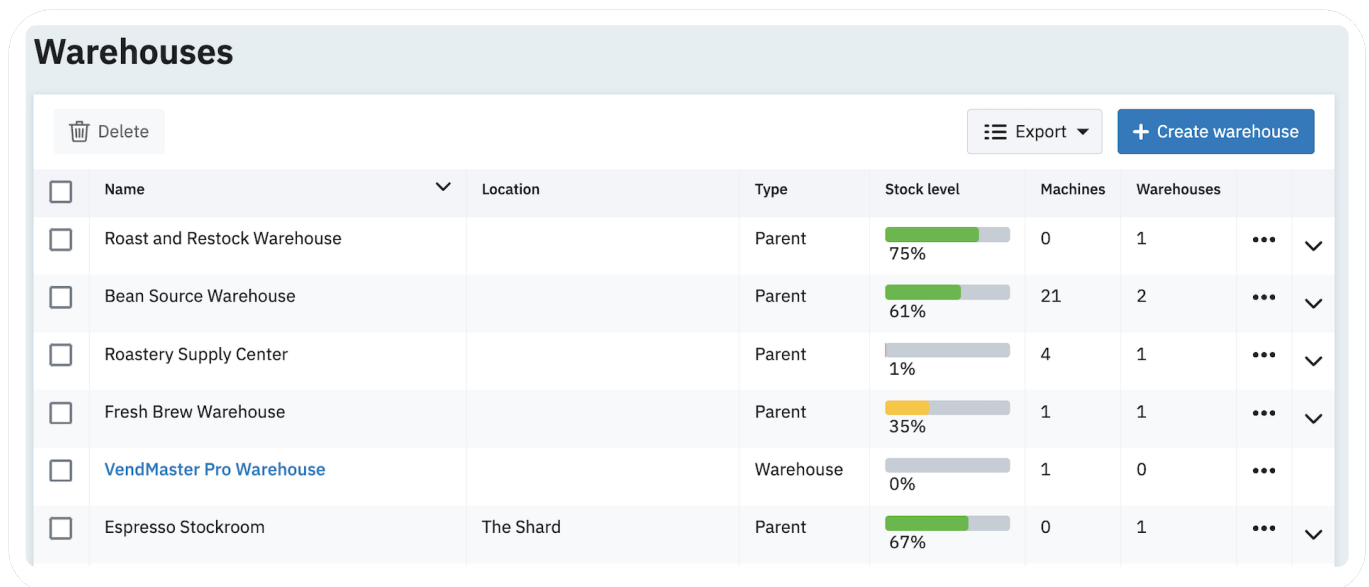
OCS Warehouse

Welcome to OCS Warehouse, a specialized tool designed for Office Coffee Service businesses aiming to streamline stock management on a centralized level. This user manual provides an overview of the functionalities and features tailored to meet the unique needs of OCS operators.

OCS Warehouse focuses on managing stock levels on a customer warehouse level, allowing operators to oversee and control stock centrally rather than on a machine level.

Warehouse overview

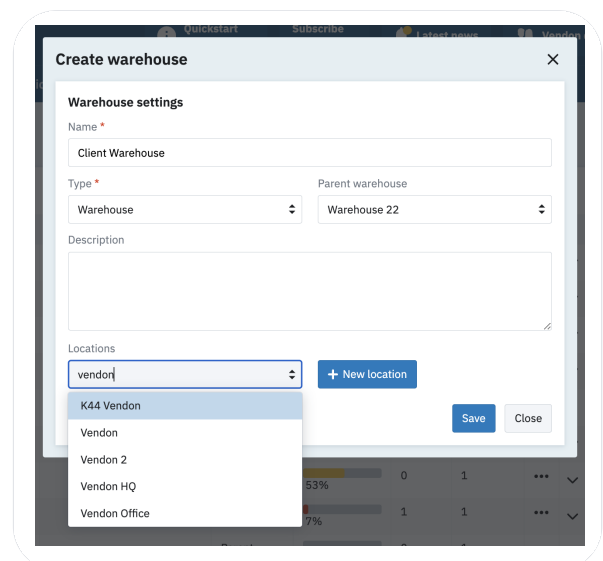
In the OCS Warehouse section you have an overview of all warehouses in your account. You can view the stock in warehouses and their parent warehouses, locations assigned to warehouses and machine count. You can also create new warehouses and edit parent warehouse details here.



<input type="checkbox"/>	Name	Location	Type	Stock level	Machines	Warehouses		
<input type="checkbox"/>	Roast and Restock Warehouse		Parent	75%	0	1	...	▼
<input type="checkbox"/>	Bean Source Warehouse		Parent	61%	21	2	...	▼
<input type="checkbox"/>	Roastery Supply Center		Parent	1%	4	1	...	▼
<input type="checkbox"/>	Fresh Brew Warehouse		Parent	35%	1	1	...	▼
<input type="checkbox"/>	VendMaster Pro Warehouse		Warehouse	0%	1	0	...	
<input type="checkbox"/>	Espresso Stockroom	The Shard	Parent	67%	0	1	...	▼

Creating a warehouse

Start by creating warehouses to manage stock centrally. Choose between parent and child warehouses based on your organizational needs. Parent warehouses is an optional feature that allows you to group multiple warehouses under one Parent warehouse. While stock is still managed at the individual warehouse level, the Warehouse list displays the average stock level for all warehouses under the Parent warehouse.



Warehouse account

To view details about each warehouse and manage stock on a more detailed level, click on the warehouse name and it will take you to the warehouse account.

Warehouse example

Shared stock
Refills
Events
Products
Settings
Log

Stock levels >

Refill templates >

Stock levels

All
Products
Components
Expiry dates
Empty stock
Edit
Refill

Name	Stock	Remaining	Standard value	Critical	Max value	Delivery value	Machines	Last delivery	Last sale
Chocolate	+ - <div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	112	112	7	112	-	4	08.05.2018 16:12	08.10.2015 10:54
Coffee beans	+ - <div style="width: 58%;"><div style="width: 58%;"></div></div> 58%	35	35	12	60	-	1	13.06.2017 12:20	
Dark chocolate	+ - <div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	10	10	2	10	-	1	11.05.2017 17:52	
Dark roast	+ - <div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	10	10	2	10	-	1	11.05.2017 17:52	
Cups	+ - <div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	10 pcs	10 pcs	2 pcs	10 pcs	-	1	11.05.2017 17:52	

Share stock - Track the shared stock level of warehouse items. Keep track of product freshness by monitoring and setting expiry dates for items in the warehouse.

Refills - Efficiently manage remote refills, utilizing custom refill templates for quick and accurate replenishment. Unlike vending machines with fixed maximum values, OCS Warehouse adapts to the standard amount of stock usually delivered or kept in the warehouse, providing a more flexible solution.

Warehouse example

Shared stock
Refills
Events
Products
Settings
Log

Export

Refiller	Date	Request source	Product name	Article	Added	Removed	Reason
Marta Testing	07.12.2023 18:40	Vendon Cloud	Waffel Brichard	58149	50	-	
			Valser Silence 5 dl PET	15330	5	-	
Marta Testing	07.12.2023 18:21	Vendon Cloud	Waffel Brichard	58149	-	50	
			Valser Silence 5 dl PET	15330	-	5	

1
25
Total records: 2

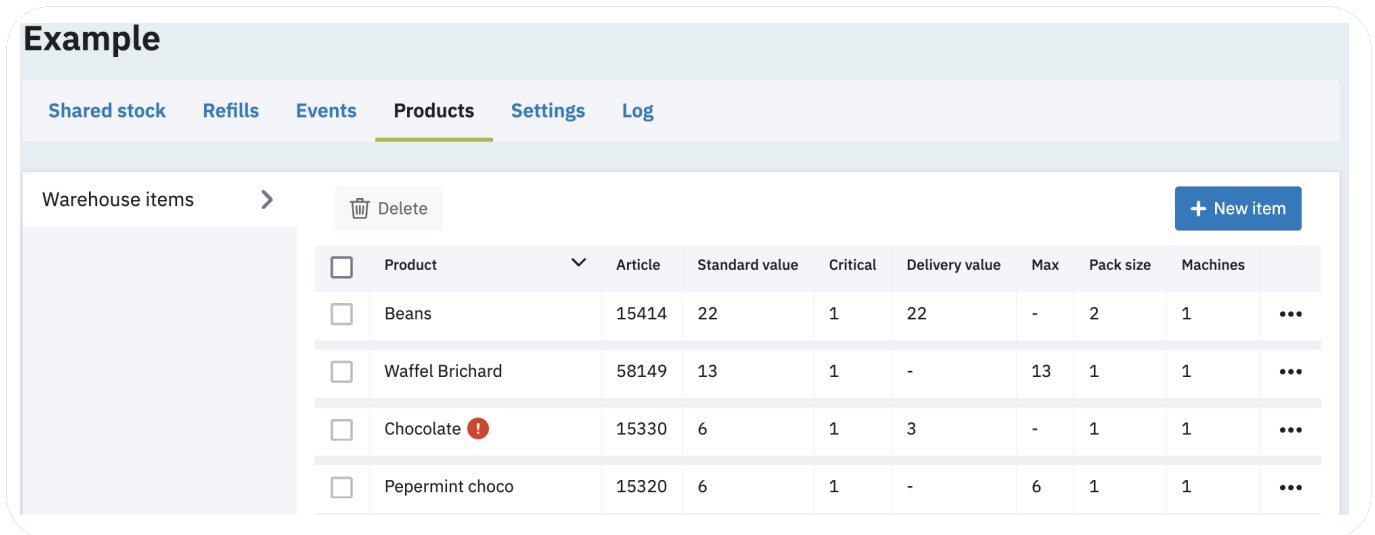
Warehouse account

Events - Stay informed about events such as product expiry and 0% stock level sales.

Products - You can maintain a detailed list of inventory items, including standard and critical levels, delivery values, and maximum capacities in the Warehouse account.

When adding a new product to a warehouse, remember, you can choose to remove the Max value and instead track the Standard value of your stock

Example

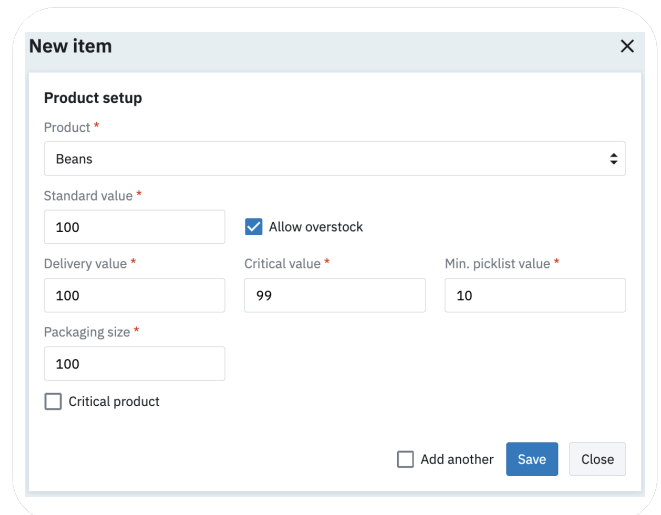


The screenshot shows a web interface for a Warehouse account. At the top, there are navigation tabs: Shared stock, Refills, Events, Products (highlighted), Settings, and Log. Below the tabs, there's a section for 'Warehouse items' with a 'Delete' button and a '+ New item' button. A table lists the following items:

<input type="checkbox"/>	Product	Article	Standard value	Critical	Delivery value	Max	Pack size	Machines	
<input type="checkbox"/>	Beans	15414	22	1	22	-	2	1	...
<input type="checkbox"/>	Waffel Brichard	58149	13	1	-	13	1	1	...
<input type="checkbox"/>	Chocolate !	15330	6	1	3	-	1	1	...
<input type="checkbox"/>	Pepermint choco	15320	6	1	-	6	1	1	...

Adding new items

- **Article:** Article number for internal tracking purposes.
- **Standard:** Usual stock value for the item. When overstock is allowed, Standard is considered 100% full stock.
- **Critical:** Triggers "Low stock level" event when reached.
- **Delivery Value:** Amount delivered/refilled per restock (e.g., 1000g). Choose a value divisible by packaging size to avoid monitoring issues. Mandatory when allowing overstock.
- **Max:** Maximum capacity of the item (empty if overstock is allowed).
- **Pack Size:** Amount in one delivered package. Determines the starting point for refilling.



The 'New item' form is titled 'Product setup' and includes the following fields and options:

- Product ***: A dropdown menu with 'Beans' selected.
- Standard value ***: A text input field containing '100'.
- Allow overstock**: A checked checkbox.
- Delivery value ***: A text input field containing '100'.
- Critical value ***: A text input field containing '99'.
- Min. picklist value ***: A text input field containing '10'.
- Packaging size ***: A text input field containing '100'.
- Critical product**: An unchecked checkbox.
- Buttons: 'Add another', 'Save', and 'Close'.

Settings - Edit details about this warehouse and add events in Advanced settings. View and manage machines linked to warehouses, ensuring shared stock management for streamlined operations. Link existing or new machines to warehouses for shared stock management. Transferring machines to track stock levels in the warehouse automatically moves all products to the Shared warehouse stock.

Log - See what has been changed, which user did it, and when exactly the changes were made. You can also view when a machine was added to this warehouse.

Example

Shared stock Refills Events Products **Settings** Log

General settings > Name *
Example

Advanced settings >

Machines > Parent warehouse
No group

Description
This warehouse contains only stock for Client A.

Locations
K44 Vendon + New location

Save



Any questions?

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