Autotrack Stock Take System

User Standard Manual Guide

Ver. 1.6.5

Prepared by

ALC-TECH (M) SDN BHD

NO.30-1, Jalan 6/62 A, Bandar Menjalara,

52200 Kepong, Kuala Lumpur

Email: sales@alcglobal.com

Telephone: (603) 6280 1650

Fax: (603) 6280 4595

An Auto-ID Company

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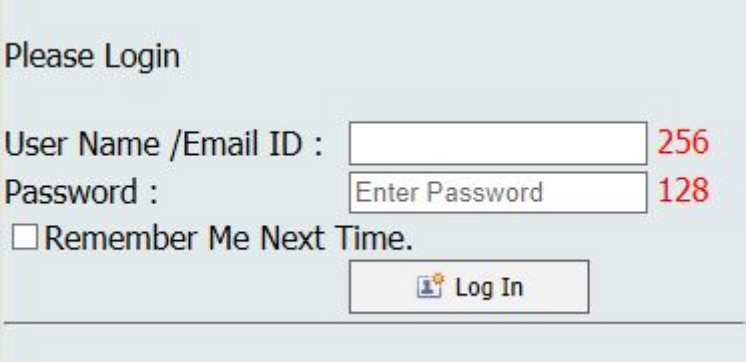
Login Page

Step 1: Open any browser.
Step 2: Enter the URL (http://localhost/ATP/Login.aspx)
Step 3: Key in your ID and password.



Error message:
Logging in with the wrong password for more than 5 times will automatically lock.

Solution:
Contact admin for unlock.

Home (Menu)

1. **Asset Master**
   - Create a new item.
   - Monitor the history of the items.

2. **Receiving**
   - A confirmation item has been received from the supplier.
   - Put the item in a specific location.

3. **Check Out**
   - Providing loan items to specific customers.

4. **Check In**
   - Items received have been returned from a specific customer.

5. **Transfer**
   - Transfer items from location to another location.

6. **Write Off**
   - Identify items that must remove from the system for damage.

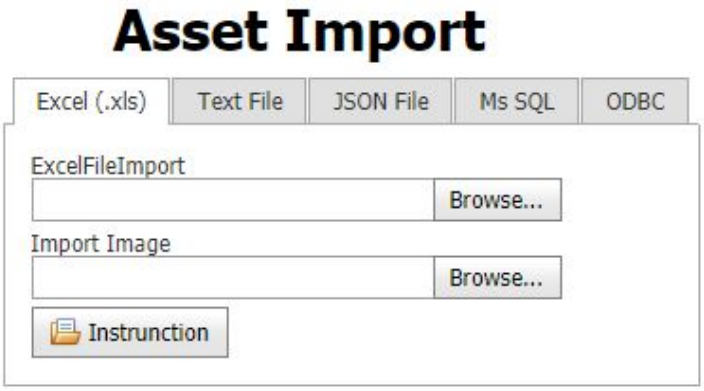
Home menu type will show change password.

If you wish to change password, click this button.
Fill in the old password and new password.

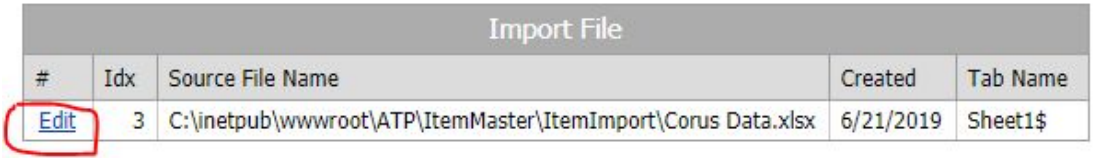
Asset Master (Menu)

Item Import

Step 1: Browse and select excel document with item master data.



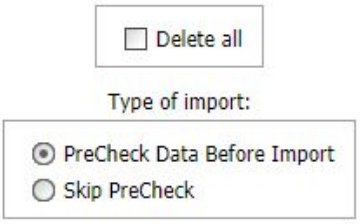
Step 2: Click edit and select tab name (Excel sheet) and update.



Import File

#	Idx	Source File Name	Created	Tab Name
Edit	3	C:\inetpub\wwwroot\ATP\ItemMaster\ItemImport\Corus Data.xlsx	6/21/2019	Sheet1$

Step 3: Binding the parameter with the source column name (Excel top header name).



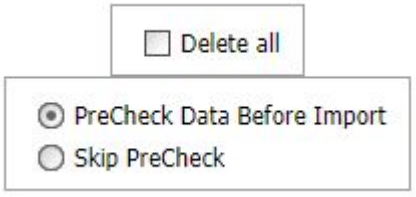
SOURCE COLUMN MAPPING

#	Parameter	Position	Source Column Name	Max Length	Data Type	Default value
Edit	@Itemcode	1	NO	30	nvarchar	
Edit	@Barcode	2		30	nvarchar	
Edit	@Description	3	IT Asset Tag	100	nvarchar	
Edit	@Desc2	4	Department	100	nvarchar	
Edit	@FurtherDescription	5	Manufacture	4000	nvarchar	
Edit	@ItemGroup	6	Asset Type	8	nvarchar	
Edit	@ItemType	7	Model Type	40	nvarchar	
Edit	@HasSerialNo	8		1	nvarchar	F
Edit	@ImageFileName	9		120	nvarchar	
Edit	@IsActive	10		1	nvarchar	T
Edit	@Shelf	11		20	nvarchar	
Edit	@Cost	12	Asset Cost		decimal	
Edit	@ComputerName	13		20	nvarchar	
Edit	@UserId	14		10	nvarchar	
Edit	@StrMsg	15		1073741823	ntext	
Edit	@CreditorAccNo	16		12	nvarchar	
Edit	@Location	17	Asset Location	8	nvarchar	
Edit	@InitialQuantity	18		8	nvarchar	
Edit	@InitialQuantity1	19		8	nvarchar	

Import Data

Step 4: Import data.

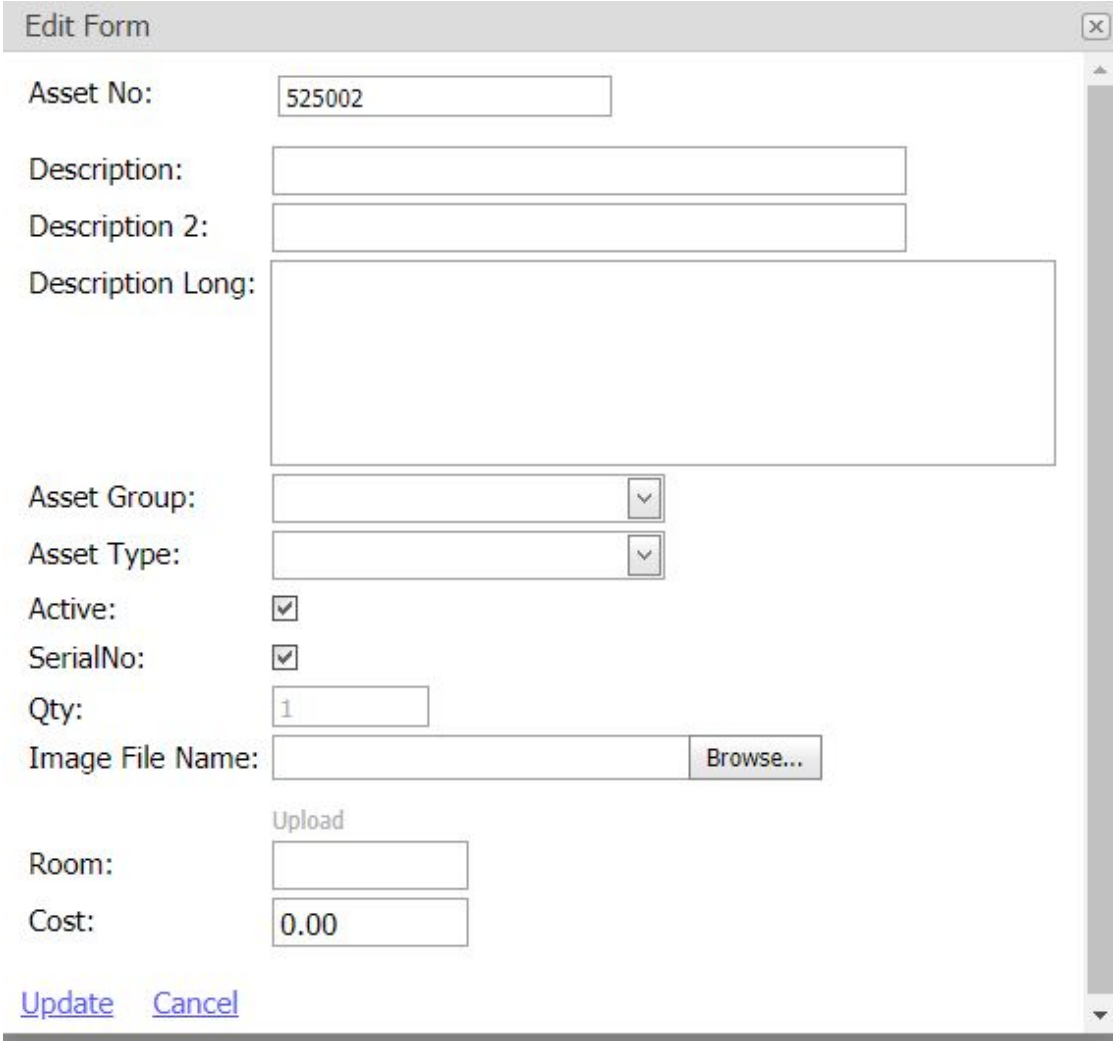
Delete all function is to clear data from Item Master Listing.
The precheck data feature is to filter duplicate item code items with location code.
Skip precheck data feature is skip the filtering process.



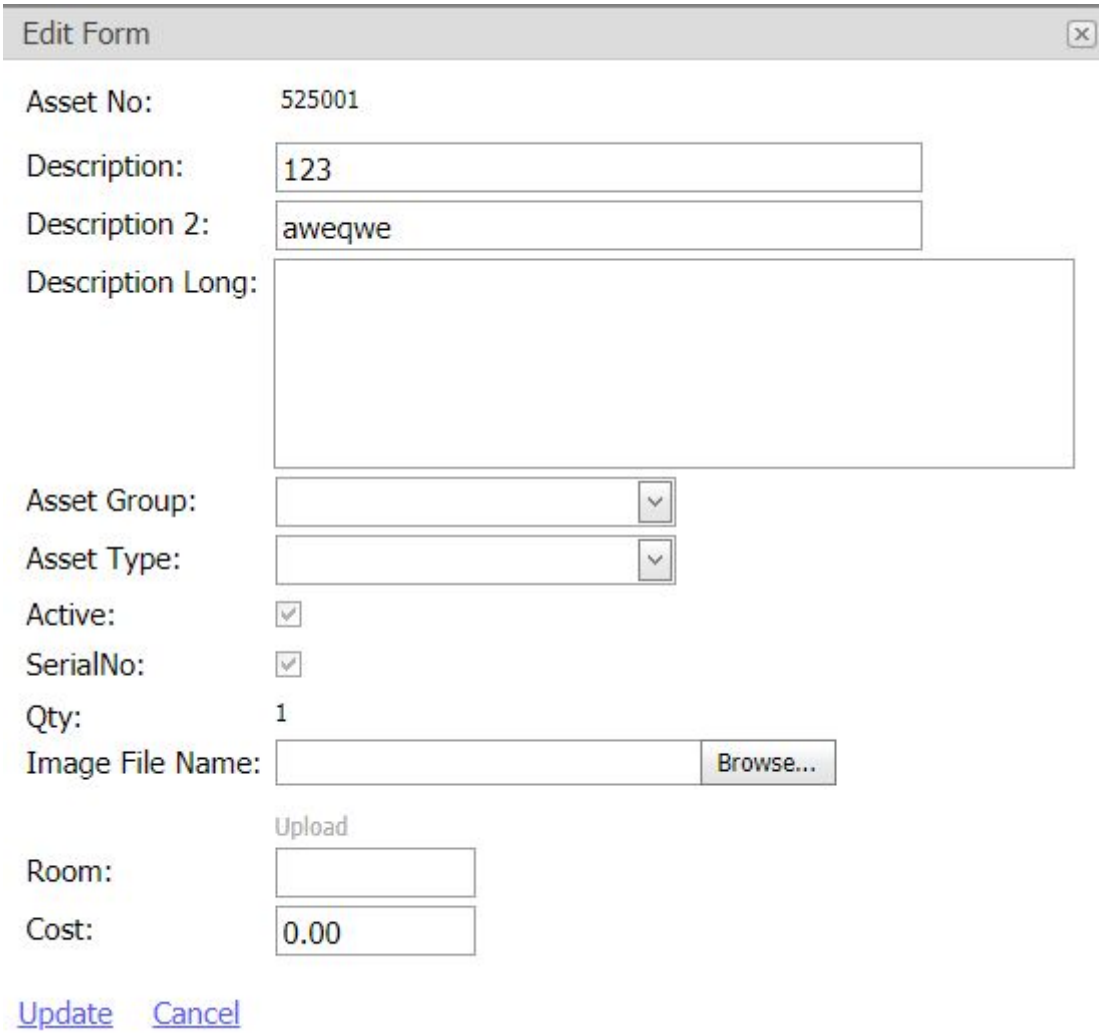
Asset Listing

The main list shows all the data that has been imported.

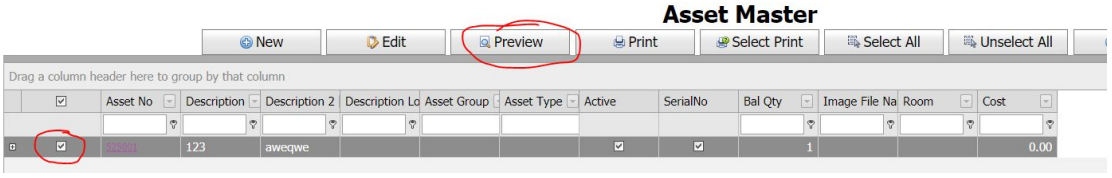
New – Create new item.



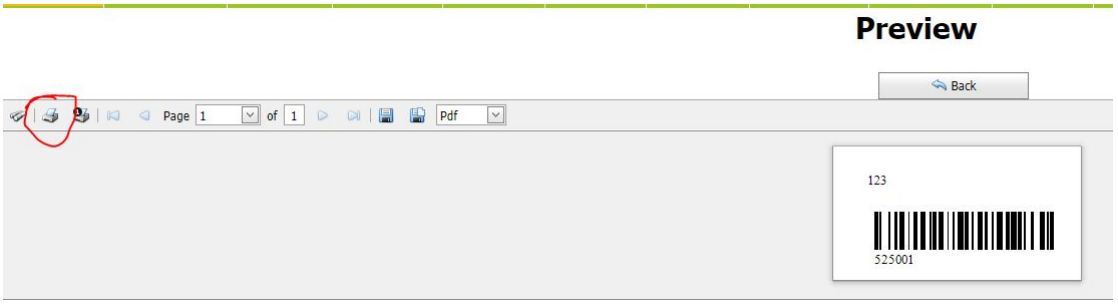
Edit – Edit the item but cannot edit the asset number.



Preview – Print label for the items.



Select item and click preview button.



Click printer button to print label.

Select destination to your printer.

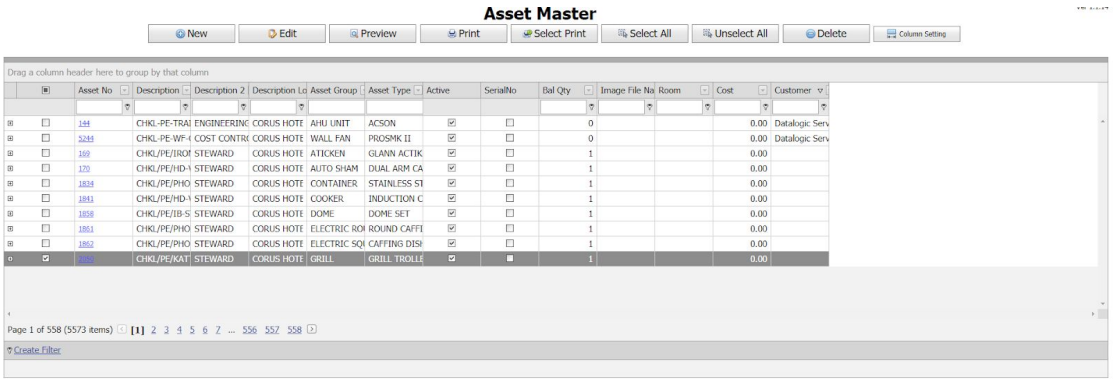
Paper size as your label size.

Scale as default template size.

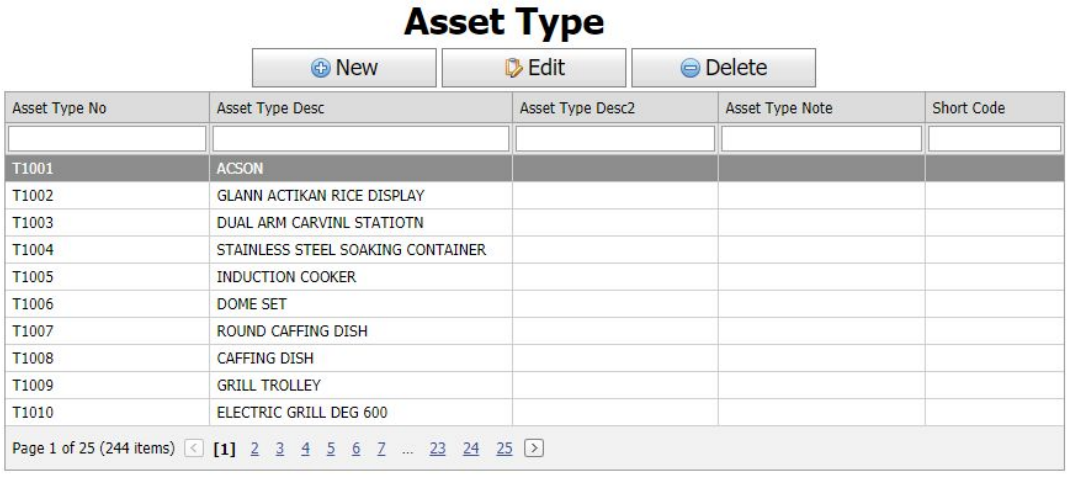
Last click print label.

Asset Check Out

Monitoring assets are related to customers.



Asset Type



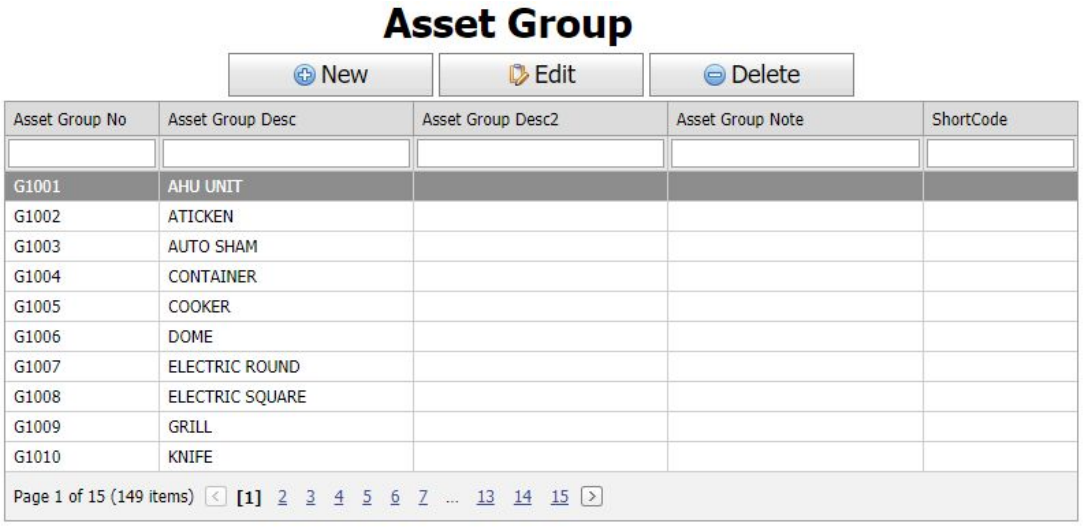
Asset Type

New | Edit | Delete

Asset Type No	Asset Type Desc	Asset Type Desc2	Asset Type Note	Short Code
T1001	ACSON			
T1002	GLANN ACTIKAN RICE DISPLAY			
T1003	DUAL ARM CARVINL STATIOTN			
T1004	STAINLESS STEEL SOAKING CONTAINER			
T1005	INDUCTION COOKER			
T1006	DOME SET			
T1007	ROUND CAFFING DISH			
T1008	CAFFING DISH			
T1009	GRILL TROLLEY			
T1010	ELECTRIC GRILL DEG 600			

Page 1 of 25 (244 items) [1] 2 3 4 5 6 7 ... 23 24 25

Asset Group



Asset Group

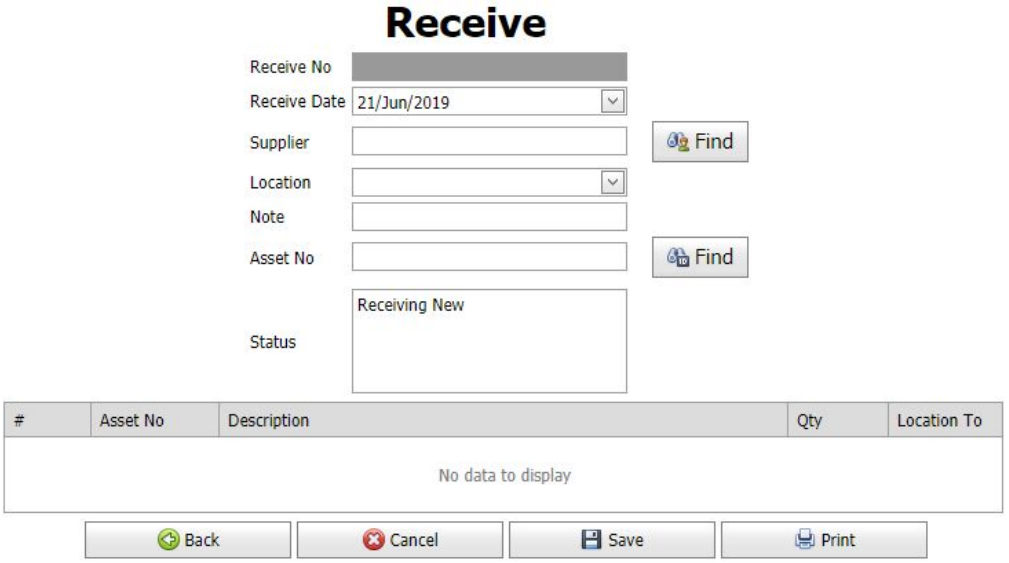
New | Edit | Delete

Asset Group No	Asset Group Desc	Asset Group Desc2	Asset Group Note	ShortCode
G1001	AHU UNIT			
G1002	ATICKEN			
G1003	AUTO SHAM			
G1004	CONTAINER			
G1005	COOKER			
G1006	DOME			
G1007	ELECTRIC ROUND			
G1008	ELECTRIC SQUARE			
G1009	GRILL			
G1010	KNIFE			

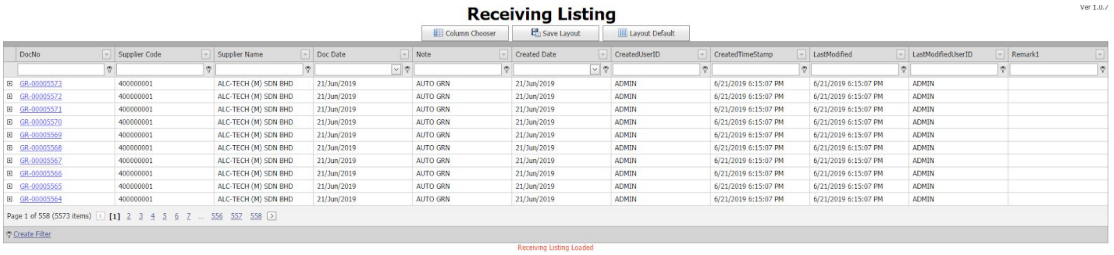
Page 1 of 15 (149 items) [1] 2 3 4 5 6 7 ... 13 14 15

Receiving

Receiving is to confirm the items received from P.I.C.



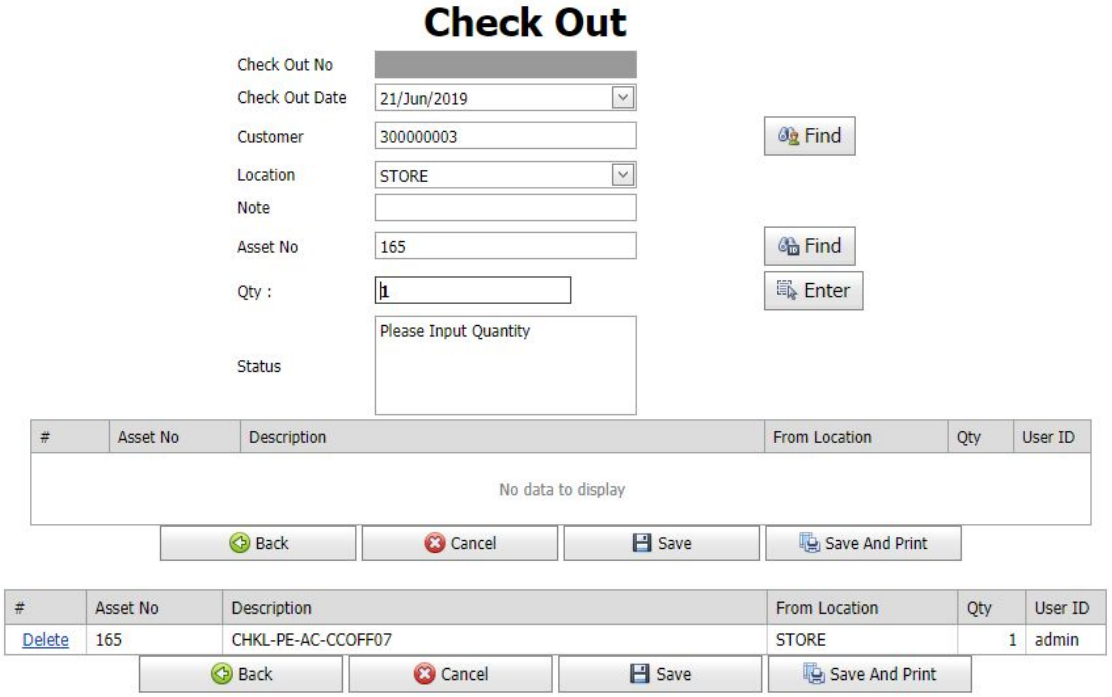
Select supplier, location and items.
Once confirm all the items, click save as record.



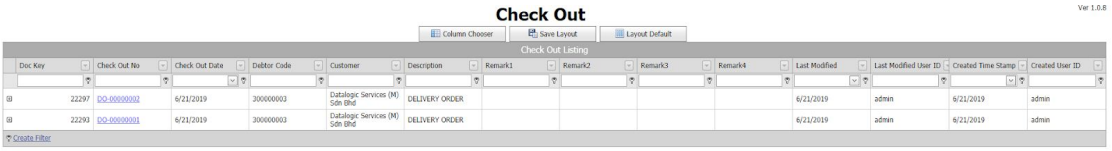
The record will be found in **Receiving Listing**.

Check Out

Check Out is to confirm the items loan to customer.



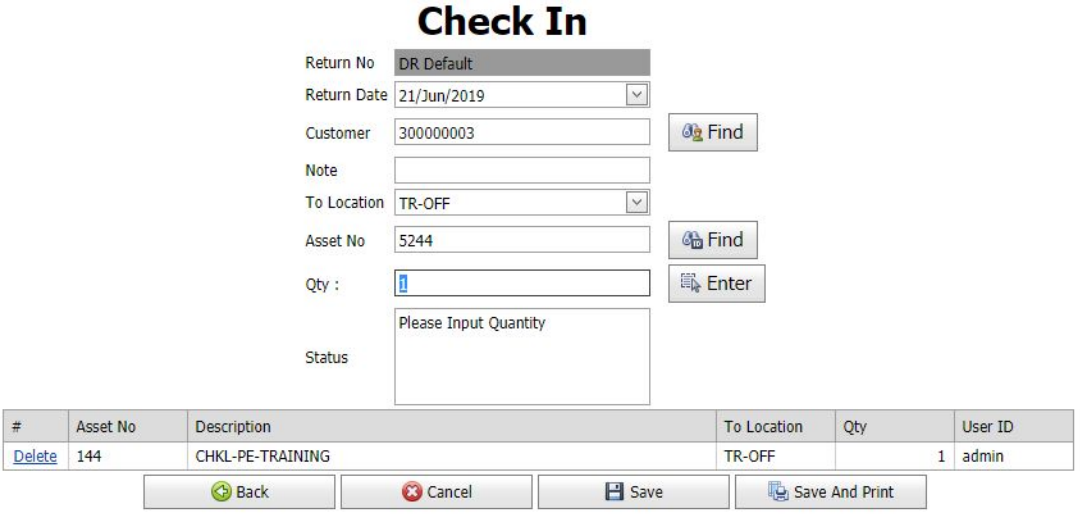
Select customer, location and items.
Once confirm all the items, click save as record.



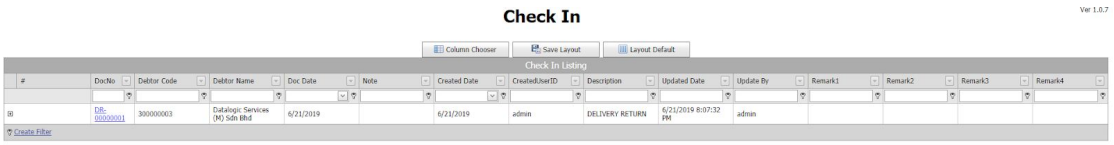
The record will be found in **Check Out Listing**.

Check In

Check In is to confirm the items return from customer.



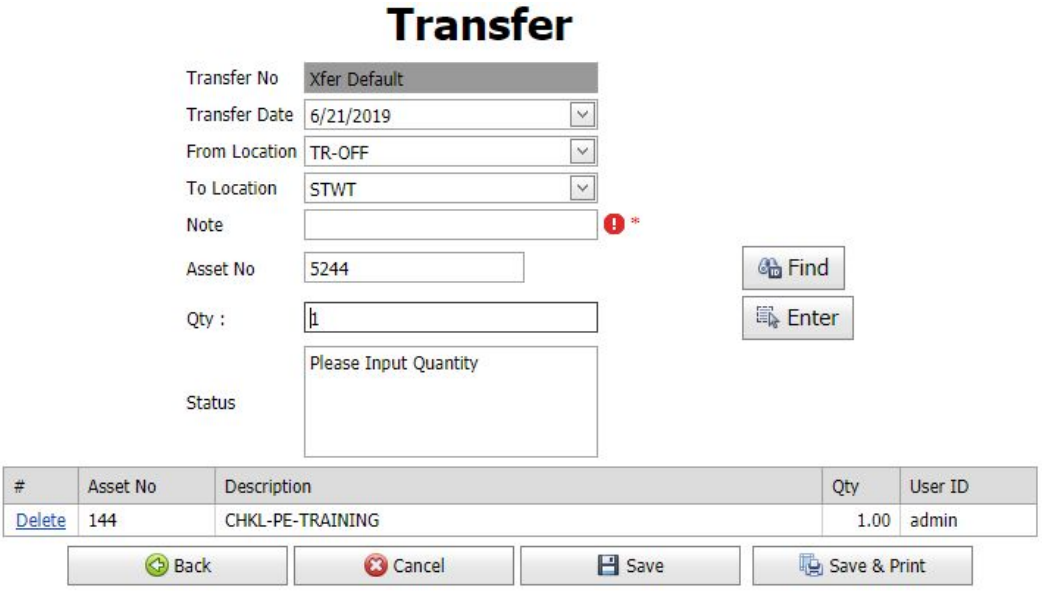
Select customer, location and items.
Once confirm all the items, click save as record.



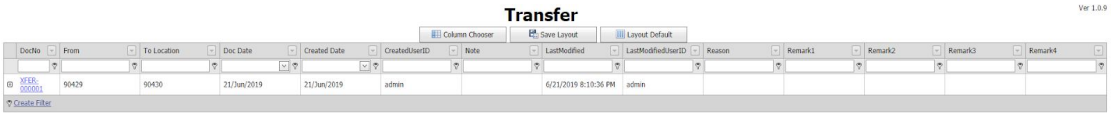
The record will be found in **Check In Listing**.

Transfer

Transfer is to confirm the items transfer from current location to another location.



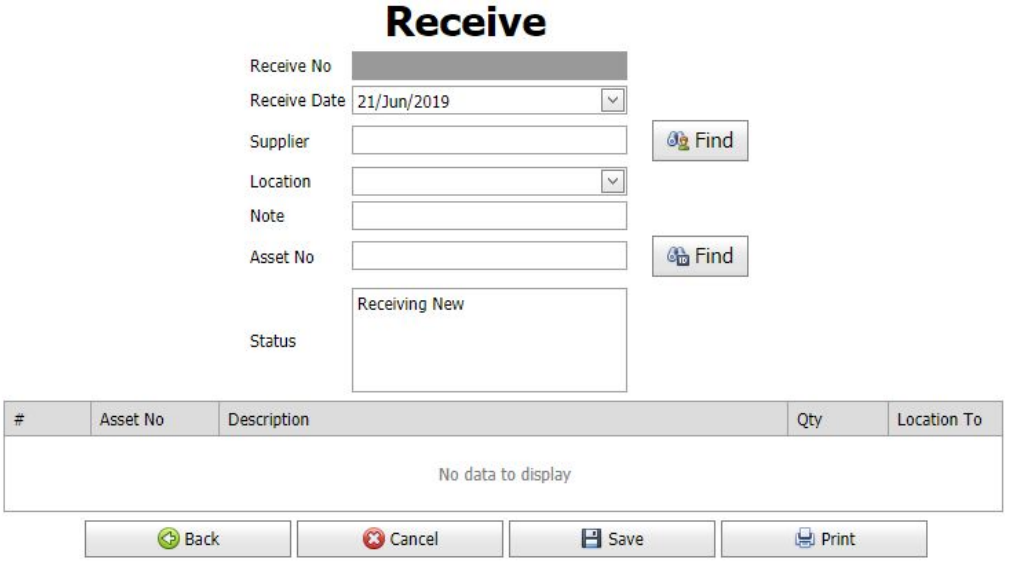
Select from location, to location and items.
Once confirm all the item been received, click save as record.



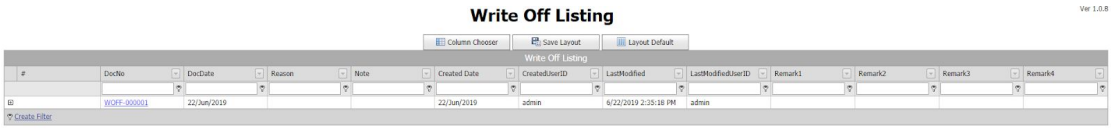
The record will be found in **Transfer Listing**.

Write Off

Receiving is to confirm the items received from P.I.C.



Select supplier, location and item.
Once confirm all the item been received, click save as record.

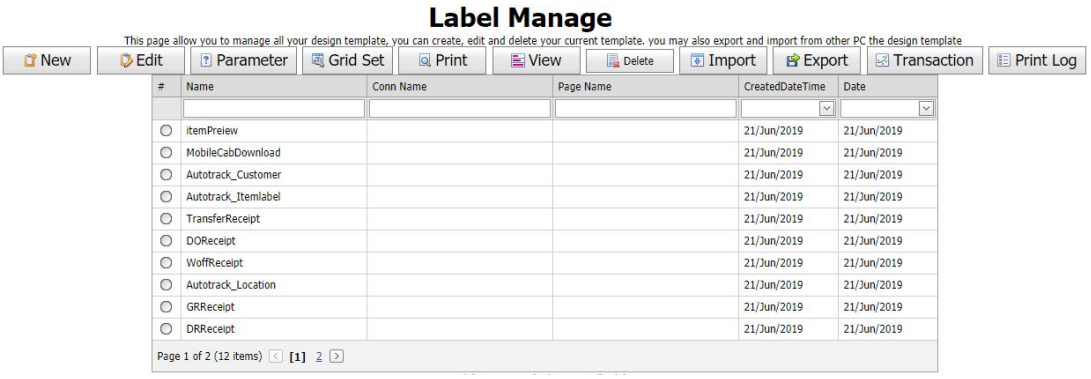


The record will be found in **Write Off Listing**.

Design (Menu)

Label Management

To manage the report template.



#	Name	Conn Name	Page Name	CreatedDateTime	Date
	itemPreiew			21/Jun/2019	21/Jun/2019
	MobileCabDownload			21/Jun/2019	21/Jun/2019
	Autotrack_Customer			21/Jun/2019	21/Jun/2019
	Autotrack_Itemlabel			21/Jun/2019	21/Jun/2019
	TransferReceipt			21/Jun/2019	21/Jun/2019
	DOReceipt			21/Jun/2019	21/Jun/2019
	WoffReceipt			21/Jun/2019	21/Jun/2019
	Autotrack_Location			21/Jun/2019	21/Jun/2019
	GRReceipt			21/Jun/2019	21/Jun/2019
	DRReceipt			21/Jun/2019	21/Jun/2019

New – To create new design template.

Edit – To edit design template.

Parameter – To link with database parameter.

Grid set – Column settings.

Scan – Print page.

View – Print page.

Delete – Delete design template.

Import – Import design template.

Export – Export design template.

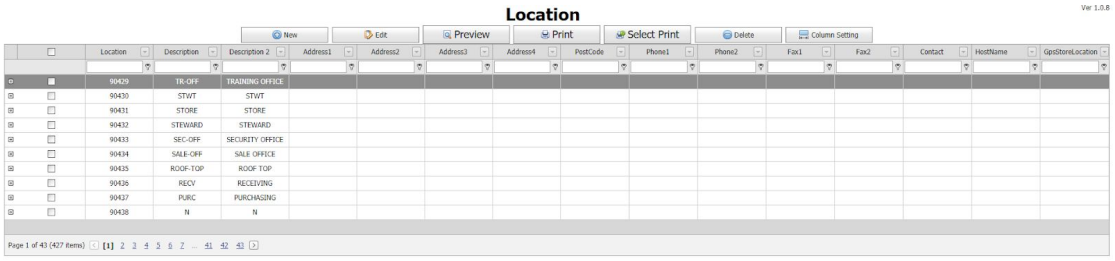
Transaction – Print summary from design template.

Print log – Print log from design template.

Setting (Menu)

Location

To see a list of store codes and create a new location code for the Receiving, Check Out, Check In, Transfer and Write Off selection.



New – Create new location code.

Edit – Edit location code info. Only the “Location” info cannot be edit.

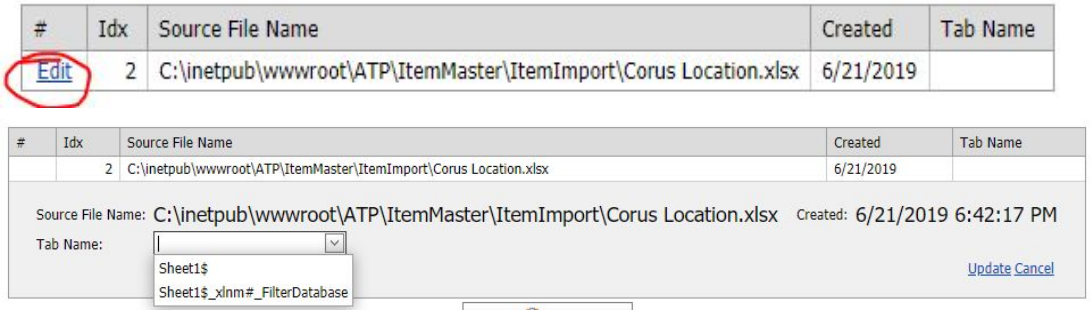
Delete – To delete the location code info.

Column setting – To adjust the column size and column name position.

Location Import

Step 1: Browse and select excel document with location data.

Step 2: Click edit and select tab name (Excel sheet) and update.



Step 3: Binding the parameter with the source column name (Excel top header name).

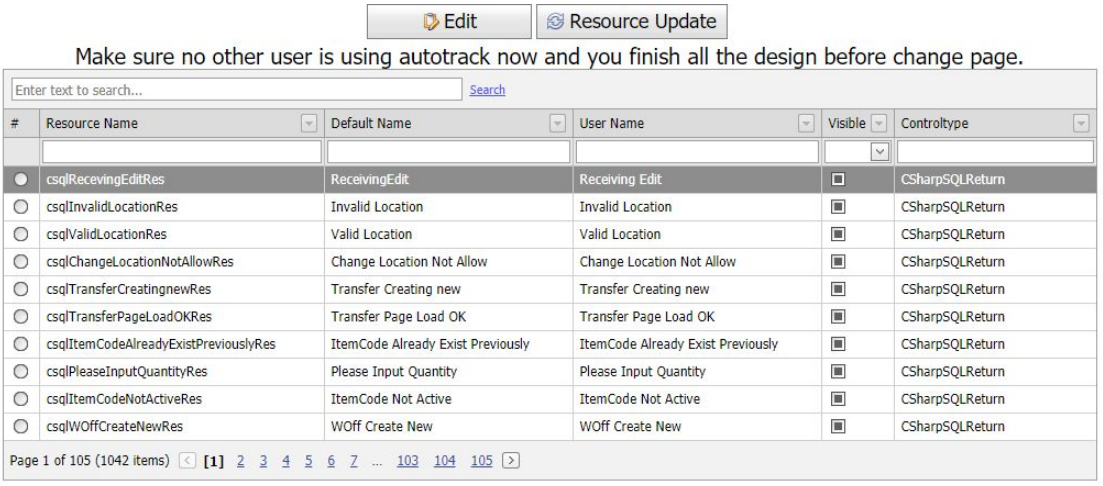
#	Parameter	Position	Source Column Name	Max Length	Data Type	Default value
Edit	@Location	1		8	nvarchar	
Edit	@Description	2	Location Code	80	nvarchar	
Edit	@Desc2	3	Location Description	80	nvarchar	
Edit	@Address1	4		40	nvarchar	
Edit	@Address2	5		40	nvarchar	
Edit	@Address3	6		40	nvarchar	
Edit	@Address4	7		40	nvarchar	
Edit	@Postcode	8		10	nvarchar	
Edit	@Phone1	9		25	nvarchar	
Edit	@Phone2	10		25	nvarchar	
Edit	@Fax1	11		25	nvarchar	
Edit	@Fax2	12		25	nvarchar	
Edit	@Contact	13		40	nvarchar	
Edit	@GpsStoreLocation	14		40	nvarchar	
Edit	@HostName	15		250	nvarchar	

Import Data

Step 4: Import data.

Caption resource

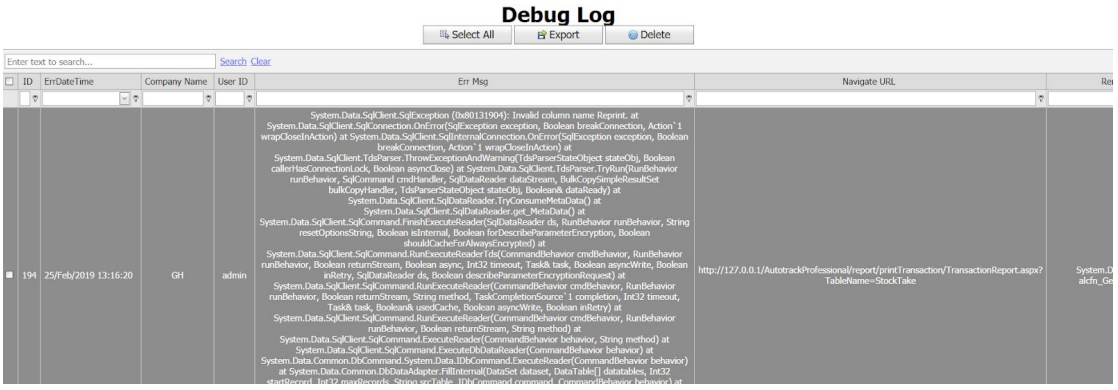
To edit features, button, message name.



#	Resource Name	Default Name	User Name	Visible	Controltype
	csqlRecevingEditRes	ReceivingEdit	Receiving Edit		CSharpSQLReturn
	csqlInvalidLocationRes	Invalid Location	Invalid Location		CSharpSQLReturn
	csqlValidLocationRes	Valid Location	Valid Location		CSharpSQLReturn
	csqlChangeLocationNotAllowRes	Change Location Not Allow	Change Location Not Allow		CSharpSQLReturn
	csqlTransferCreatingnewRes	Transfer Creating new	Transfer Creating new		CSharpSQLReturn
	csqlTransferPageLoadOKRes	Transfer Page Load OK	Transfer Page Load OK		CSharpSQLReturn
	csqlItemCodeAlreadyExistPreviouslyRes	ItemCode Already Exist Previously	ItemCode Already Exist Previously		CSharpSQLReturn
	csqlPleaseInputQuantityRes	Please Input Quantity	Please Input Quantity		CSharpSQLReturn
	csqlItemCodeNotActiveRes	ItemCode Not Active	ItemCode Not Active		CSharpSQLReturn
	csqlWOffCreateNewRes	WOff Create New	WOff Create New		CSharpSQLReturn

Debug log

To check error or bug log.

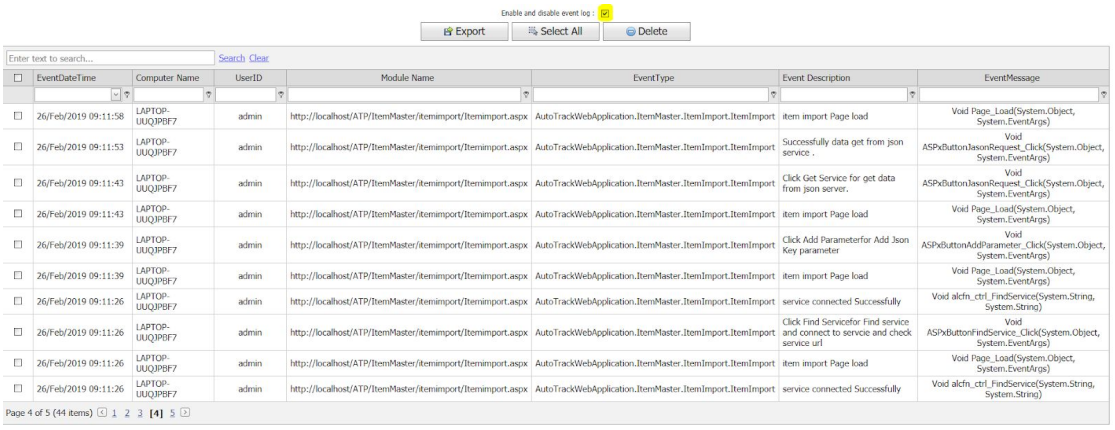


	ID	ErrDateTime	Company Name	User ID	Err Msg	Navigate URL	Re
	194	25/Feb/2019 13:16:20	GH	admin	System.Data.SqlClient.SqlException (0x80131904): Invalid column name Reprint. at System.Data.SqlClient.SqlConnection.OnError(SqlException exception, Boolean breakConnection, Action`1 wrapCloseInAction) at System.Data.SqlClient.SqlInternalConnection.OnError(SqlException exception, Boolean breakConnection, Action`1 wrapCloseInAction) at System.Data.SqlClient.TdsParser.ThrowExceptionAndWarning(TdsParserStateObject stateObj, Boolean callerHasConnectionLock, Boolean asyncClose) at System.Data.SqlClient.TdsParser.TryRun(RunBehavior runBehavior, SqlCommand cmdHandler, SqlDataReader dataStream, BulkCopySimpleResultSet bulkCopyHandler, TdsParserStateObject stateObj, Boolean& dataReady) at System.Data.SqlClient.SqlDataReader.TryConsumeMetaData() at System.Data.SqlClient.SqlDataReader.get_MetaData() at System.Data.SqlClient.SqlCommand.FinishExecuteReader(SqlDataReader ds, RunBehavior runBehavior, String resetOptionsString, Boolean isInternal, Boolean forDescribeParameterEncryption, Boolean shouldCacheForAlwaysEncrypted) at System.Data.SqlClient.SqlCommand.RunExecuteReaderTds(CommandBehavior cmdBehavior, RunBehavior runBehavior, Boolean returnStream, Boolean async, Int32 timeout, Task& task, Boolean asyncWrite, Boolean inRetry, SqlDataReader ds, Boolean describeParameterEncryptionRequest) at System.Data.SqlClient.SqlCommand.RunExecuteReader(CommandBehavior cmdBehavior, RunBehavior runBehavior, Boolean returnStream, String method, TaskCompletionSource`1 completion, Int32 timeout, Task& task, Boolean& usedCache, Boolean asyncWrite, Boolean inRetry) at System.Data.SqlClient.SqlCommand.RunExecuteReader(CommandBehavior cmdBehavior, RunBehavior runBehavior, Boolean returnStream, String method) at System.Data.SqlClient.SqlCommand.ExecuteReader(CommandBehavior behavior, String method) at System.Data.SqlClient.SqlCommand.ExecuteDbDataReader(CommandBehavior behavior) at System.Data.Common.DbCommand.System.Data.IDbCommand.ExecuteReader(CommandBehavior behavior) at System.Data.Common.DbDataAdapter.FillInternal(DataSet dataset, DataTable[] datatables, Int32	http://127.0.0.1/AutotrackProfessional/report/printTransaction/TransactionReport.aspx?TableName=StockTake	System.D alcfn_Ge

Event log

To audit user action.

To view this log, user must check the box to open this list.



Enable and disable event log :

Export | Select All | Delete

Enter text to search... Search Clear

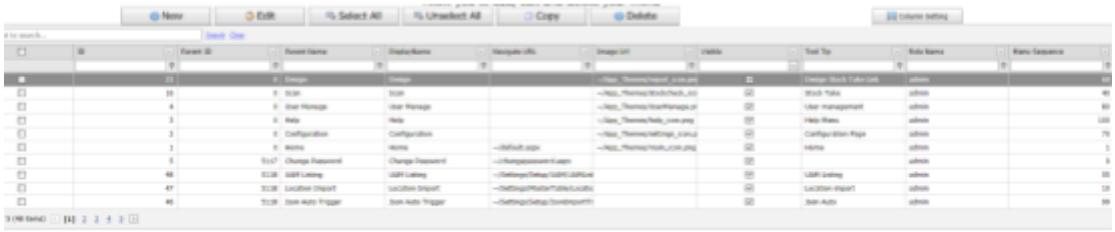
EventDateTime	Computer Name	UserID	Module Name	EventType	Event Description	EventMessage
26/Feb/2019 09:11:58	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	item import Page load	Void Page_Load(System.Object, System.EventArgs)
26/Feb/2019 09:11:53	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	Successfully data get from json service .	Void ASPxButtonJasonRequest_Click(System.Object, System.EventArgs)
26/Feb/2019 09:11:43	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	Click Get Service for get data from json server.	Void ASPxButtonJasonRequest_Click(System.Object, System.EventArgs)
26/Feb/2019 09:11:43	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	item import Page load	Void Page_Load(System.Object, System.EventArgs)
26/Feb/2019 09:11:39	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	Click Add Parameterfor Add Json Key parameter	Void ASPxButtonAddParameter_Click(System.Object, System.EventArgs)
26/Feb/2019 09:11:39	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	item import Page load	Void Page_Load(System.Object, System.EventArgs)
26/Feb/2019 09:11:26	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	service connected Successfully	Void alcfn_ctrl_FindService(System.String, System.String)
26/Feb/2019 09:11:26	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	Click Find Servicefor Find service and connect to servcie and check service url	Void ASPxButtonFindService_Click(System.Object, System.EventArgs)
26/Feb/2019 09:11:26	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	item import Page load	Void Page_Load(System.Object, System.EventArgs)
26/Feb/2019 09:11:26	LAPTOP-UUQJPBF7	admin	http://localhost/ATP/ItemMaster/itemimport/Itemimport.aspx	AutoTrackWebApplication.ItemMaster.ItemImport.ItemImport	service connected Successfully	Void alcfn_ctrl_FindService(System.String, System.String)

Page 4 of 5 (44 items) 1 2 3 [4] 5

Menu config

To create new or edit for the menu info.

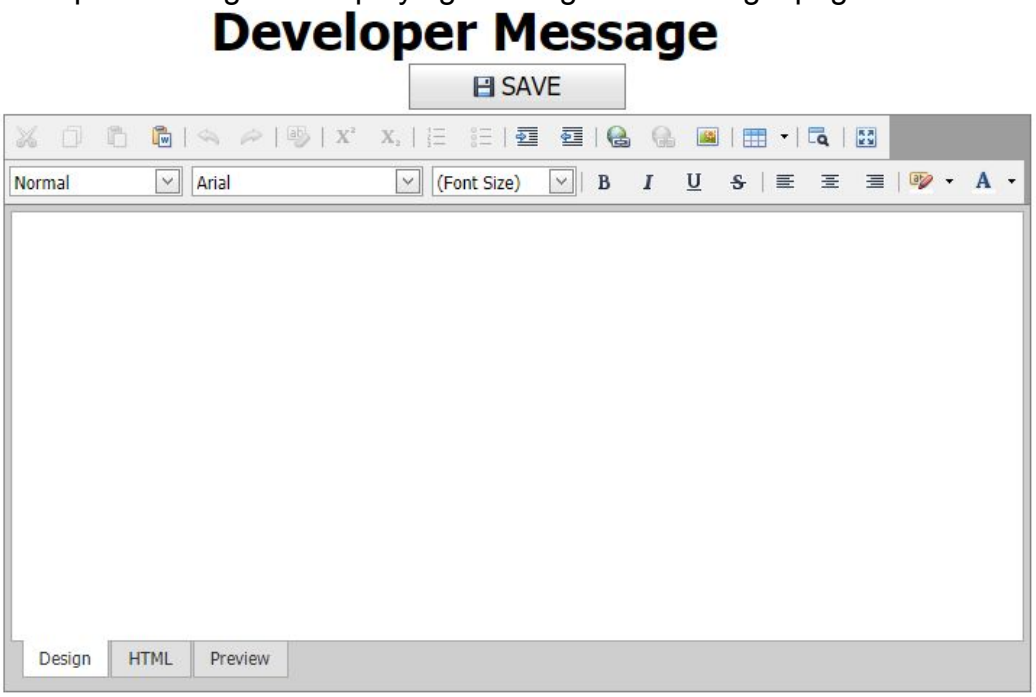
To enable role level access by edit “visible” check box.



Startup Message

Developer Message

Developer message for displaying messages on the login page.



Change Logo

Change the logo that shows the top title logo.

Reset Database

Reset database

1. Fully database reset all database from SQL server. (Do not choose this option to reset).
2. Transaction reset is deleting all data related to transaction.
3. Reset to first time setup.

User Information

User information

1. Password complexity.
2. Update password attempt and logout.
3. Wrong password attempt.
4. Auto log off.
5. Deactivate user days.

Database archive

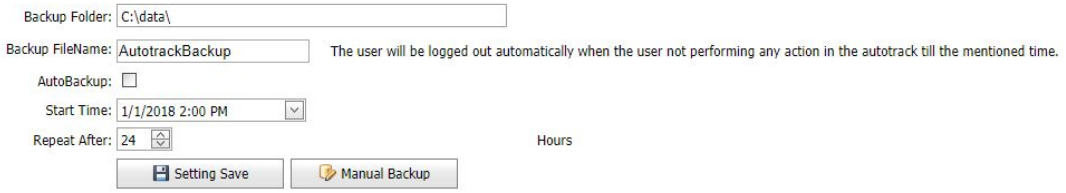
Database archive

To set an archive date for database log.

Can only choose the later days.

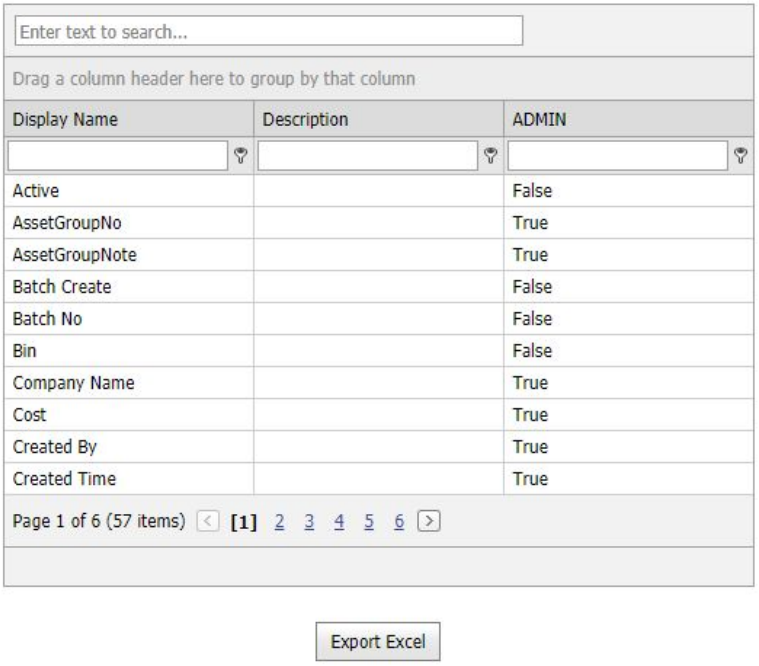
Backup restores

To backup Autotrack whole folder include database.
Due to Live server and DB server is separate, unable to do database backup.
Restore only for (DB).bak file.



UAM listing

The role level that shows access rights.



Shortcut Page Setting

To show the shortcut page in home page.

New – Create new shortcut page.

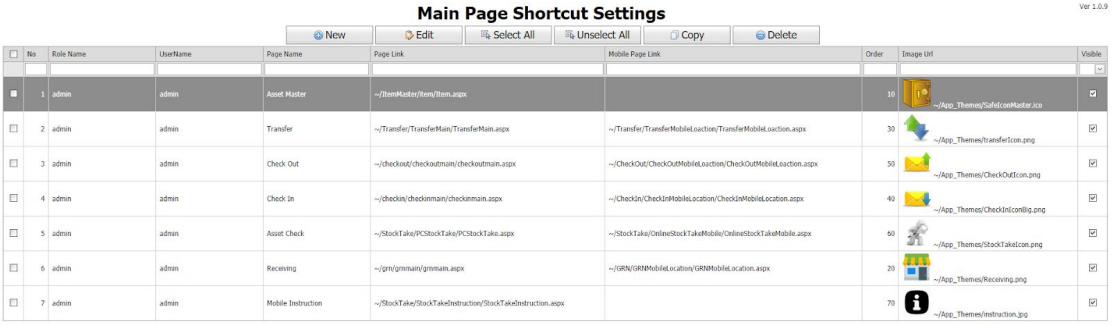
Edit – Edit shortcut page info.

Select all – Select all shortcut page.

Unselect all – Unselect all shortcut page.

Copy – Duplicate selection shortcut page to another role level.

Delete – Delete shortcut page.



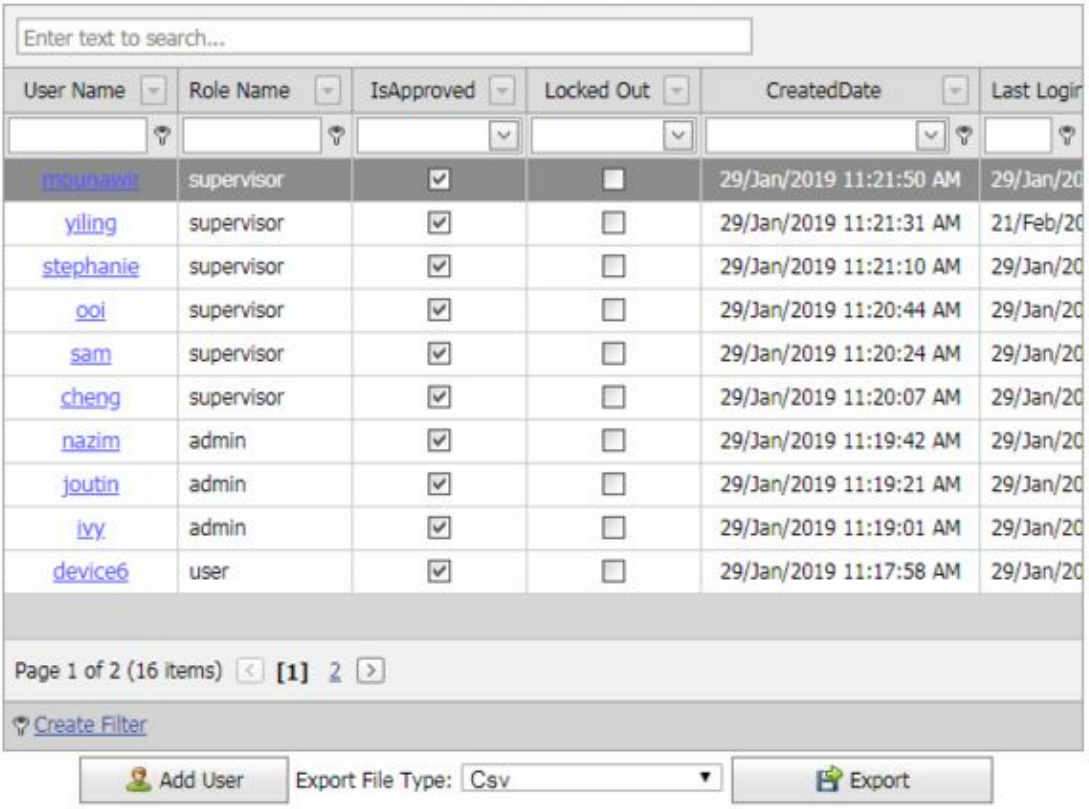
	No	Role Name	UserName	Page Name	Page Link	Mobile Page Link	Order	Image Url	Visible
	1	admin	admin	Asset Master	~/ItemMaster/Item/Item.aspx		10	~/App_Themes/SafeIconMaster.ico	☑
	2	admin	admin	Transfer	~/Transfer/TransferMain/TransferMain.aspx	~/Transfer/TransferMobileLoaction/TransferMobileLoaction.aspx	30	~/App_Themes/transferIcon.png	☑
	3	admin	admin	Check Out	~/checkout/checkoutmain/checkoutmain.aspx	~/CheckOut/CheckOutMobileLoaction/CheckOutMobileLoaction.aspx	50	~/App_Themes/CheckOutIcon.png	☑
	4	admin	admin	Check In	~/checkin/checkinmain/checkinmain.aspx	~/CheckIn/CheckInMobileLocation/CheckInMobileLocation.aspx	40	~/App_Themes/CheckInIconBig.png	☑
	5	admin	admin	Asset Check	~/StockTake/PCStockTake/PCStockTake.aspx	~/StockTake/OnlineStockTakeMobile/OnlineStockTakeMobile.aspx	60	~/App_Themes/StockTakeIcon.png	☑
	6	admin	admin	Receiving	~/grn/grnmain/grnmain.aspx	~/GRN/GRNMobileLocation/GRNMobileLocation.aspx	20	~/App_Themes/Receiving.png	☑
	7	admin	admin	Mobile Instruction	~/StockTake/StockTakeInstruction/StockTakeInstruction.aspx		70	~/App_Themes/instruction.jpg	☑

User Manage

User Listing

Use the export function to display user information.

1. Add user features.
2. Edit user features.



1. Role ID
2. Main Info
3. Edit user info.
4. Update user info.
5. Unlock user if password wrong 3 times.
6. Reset password.
7. Delete user.

Role ID

- [ ] admin
- [ ] IT_SAM
- [ ] IT_Support
- [ ] Retail_Crew
- [ ] Retail_Executive
- [ ] Retail_Manager
- [ ] supervisor
- [x] user

In most of the situation, 1 user only apply 1 role.
If you want to define 1 user with multi role, please consult your administrator on this setting.
This setting may not work for certain page due to matrix conflig configuration

Main Info

User Name	device6
Active User	☑
Is Locked Out	☐
Is Online	☐
Creation Date	29/Jan/2019 19:17:58
Last Activity Date	29/Jan/2019 11:17:58
Last Password Changed Date	29/Jan/2019 19:17:58
Email	sales@alcaidc.com

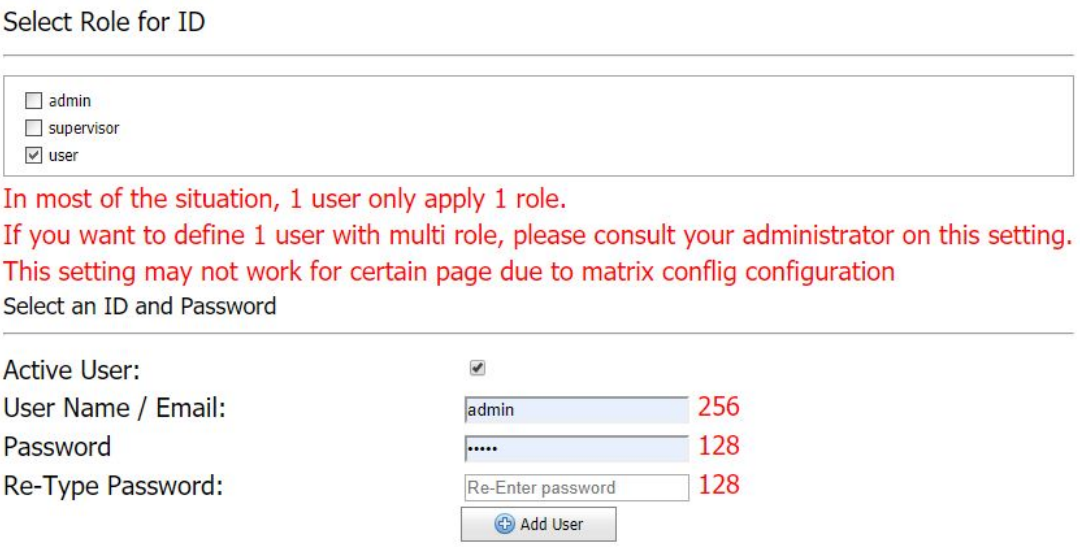
Update Cancel

Unlock User | Reset Password | Delete User

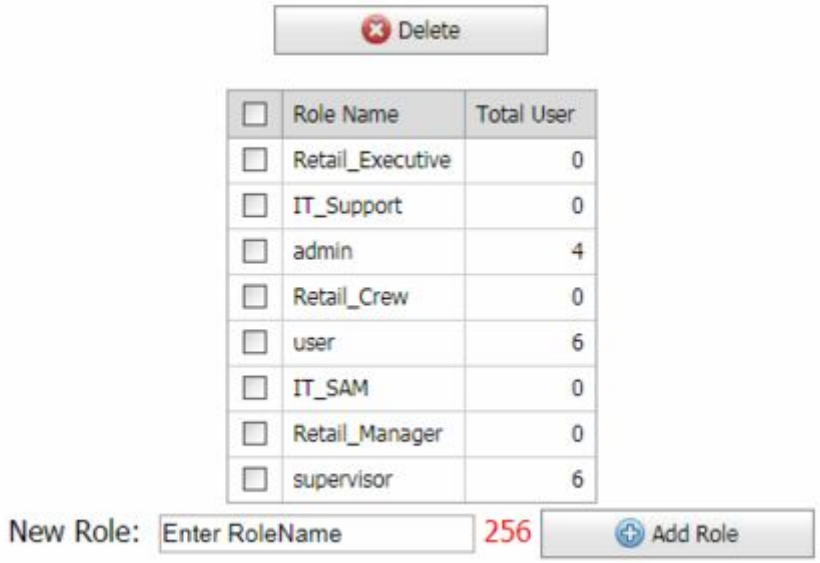
Add User

Create new user.

Select user by role level.



Add Role

Create new role.

Delete role. (if the total of user is zero, only the system allows to delete.)