Item/Service Conversation Report

Report Module Guide: Item/Service Conversion Report

Module Location

Inventory > Reports > Item/Service Conversion Report

Module Objective

The **Item/Service Conversion Report** module is used to generate a detailed report of all inventory conversion or transformation activities. This report summarizes the transactions recorded in the **Inventory Transformation** module, showing what items were used (input) and what items were produced (output) in processes like rework or kitting.

1. Report Parameters (Filter)

The main page of this module is a form containing various parameters to customize the report that will be generated.

Here is an explanation for each parameter:

- **Date**:
  - Specify the date range of the conversion transactions in the **From** and **To** fields.

- **Items to be Converted**:
  - Filter the report by the input (source) items, whether **All** or **Selected**.
- **Converted Into**:
  - Filter the report by the output (resulting) items, whether **All** or **Selected**.

2. Steps to Generate the Report

Step 1: Set Report Parameters

Define the date range and other filters you need.

Step 2: Generate the Report

After all parameters are set, click one of the two buttons at the bottom:

- **[Display Report]**: To preview the report directly on your screen.
- **[Export to MS Excel]**: To download the report data in an Excel file format.

3. Reading the Report (Report Content)

The generated report is a detailed list of every conversion transaction.

- **Report Structure**: The report displays each conversion transaction in a single block, which is divided into two

sections:

    - **Items to be Converted**: A list of the input items consumed in the process.
    - **Converted Into**: A list of the output items produced from the process.

- **Transaction Details**: For each transaction, you can see the **Conversion Number, Conversion Date,** and the details of the **Item/Service Code** and **Qty** for each input and output item.

Tips & Important Notes

- This report is a recapitulation of the data recorded in the **Inventory Transformation** module.
- Use this report to analyze rework or kitting activities, including the efficiency of material usage and the production yield.
- This is an important report for the **PPIC and Cost Accounting teams**.

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