

Manual and User Guide for

Stock Control

Sinclair Spectrum 16K/48K

1. INTRODUCTION

The Gemini program ICS (Inventory Control System) for the Sinclair Spectrum will run in any amount of memory from 16K upwards. A routine within the program automatically adjusts the numbers of stock records that may be held according to the free memory available. This means that you may hold about 20 records for the 16K Spectrum, and 500 for the 48K Spectrum. For machines with more RAM than 48K, the maximum number of records is 992.

The program features a wide range of functions for adding to, amending and displaying the stock information, and printer routines are included for the printing of stock records or summaries. All stock records are accessed by a unique reference code assigned by the user as the stock information is entered.

Program and data are stored together—on loading the program it will automatically run with the data current when the file was last saved using option W from the main menu (see Section 4.10) of this manual).

2. COPYRIGHT

Gemini Marketing Limited sell this program on the express condition that it will not be re-sold, lent, copied for use by any third party or transferred by any means to another machine.

3. OPERATING PROCEDURE

Having switched on your Spectrum ensure that all plugs are properly connected and type **LOAD ""** or **LOAD "ICS"**. The program should load in about 20 seconds, depending on the amount of data held on the file. The program supplied has a small demonstration file of stock records.

4. THE MAIN MENU

After loading, the program will run, clearing the screen and displaying a table of options to choose from. Also displayed is the number of stock records on file, and the number remaining free. To select a particular option, press the key shown at the left of the required function.

4.1 OPTION A—ADD STOCK ITEMS

The number of the stock item being entered is displayed at the top of the screen, and you may now enter the 9 items of information for the record.

- i) Reference code (6 characters).
- ii) Description (15 characters).
- iii) Supplier (12 characters).
- iv) Unit quantity (8 characters) e.g. Dozen, Gross etc.
- v) Units in stock (up to 99,000).
- vi) Cost price per unit (up to £99,000)—note that no pound sign is necessary.
- vii) Sale price per unit (as for cost price).
- viii) Minimum stock level.
- ix) Re-order quantity.

To exit from this routine, when asked for the reference, type * (asterisk) and press **ENTER**.

4.2 OPTION C—CHANGE A STOCK ITEM

Enter the reference code of the stock item required, and the record will be displayed. You may now change a particular stock detail line by typing in the new information followed by **ENTER**. To keep a line as it is, just press **ENTER** on its own.

4.3 OPTION D—DELETE A STOCK ITEM

Enter the reference code of the stock item to be deleted, and the record will be displayed. Now press either **Y** or **N** for Yes or No to confirm to delete the record. Pressing **N** will return the program to the main menu, with no action taken. Pressing **Y** will cause the record to be deleted. All stock items with record numbers greater than the one deleted are 'shuffled' down one place, which means that their record numbers will change.

4.4 OPTION E—EXIT PROGRAM

After selecting this option, press **Y** to confirm that you wish to exit, or **N** to return to the main menu.

4.5 OPTION F—FINANCIAL SUMMARY

This routine gives the total cost value of stock (cost price multiplied by units in stock), the total sale value of stock (sale price multiplied by units in stock), the overall gross profit margin based on the first two figures, and the cost of new purchases (cost price multiplied by re-order quantity for all stock items whose units in stock are less than the minimum stock level).

4.6 OPTION L—LIST STOCK RECORDS

Selecting this option causes a further sub-menu of the following options to be displayed:

- i) **Browse Records**
Enter the stock reference number of the record that you wish to be displayed (or just press **ENTER** if you wish to see the first record on the file). After screening the record, press either **Q** to move backwards through the file, **W** to move forwards through the file, or ***** to exit from this routine.
- ii) **Screen a Single Record**
Display just one record as given by the reference code entered.
- iii) **Screen Stock Summary**
This gives the reference code, the description, and units in stock for every record on the file, 16 records at a time. To move on to the next page of records, press any key, until the message "ANY KEY FOR MENU" appears, in which case after pressing a key, you will be returned to the list menu.
- iv) **Print Single Record**
As for (ii) but prints the record details on the ZX printer.
- v) **Print Stock Summary**
As for (iii) but prints the complete summary on the ZX printer.
- vi) **Exit to Main Menu**

4.7 OPTION N—NEW FILE

This routine initialises all information in the file—i.e. deletes all the current stock records. Because of the possible drastic consequences, first of all you are asked to confirm the initialisation—press **Y** or **N** for Yes or No. When there are no stock records on file, the only options that may be selected from the main menu are A (Add Records) and E (Exit Program).

4.8 OPTION R—STOCK REMOVED/RECEIVED

After selecting this routine, press either **E** for stock entered, or **R** for stock removed. Then enter the appropriate reference code for the stock item required, then the amount to be entered/removed. Note that negative stock quantities are allowed.

4.9 OPTION U—UNDERSTOCKED ITEMS

While searching through the entire data file, any stock items whose stock level is less than their minimum stock level will be displayed. To move on to the next understocked item, press any key, or press the ***** key to quit the search, and return to the main menu.

4.10 OPTION W—WRITE FILE ON TAPE

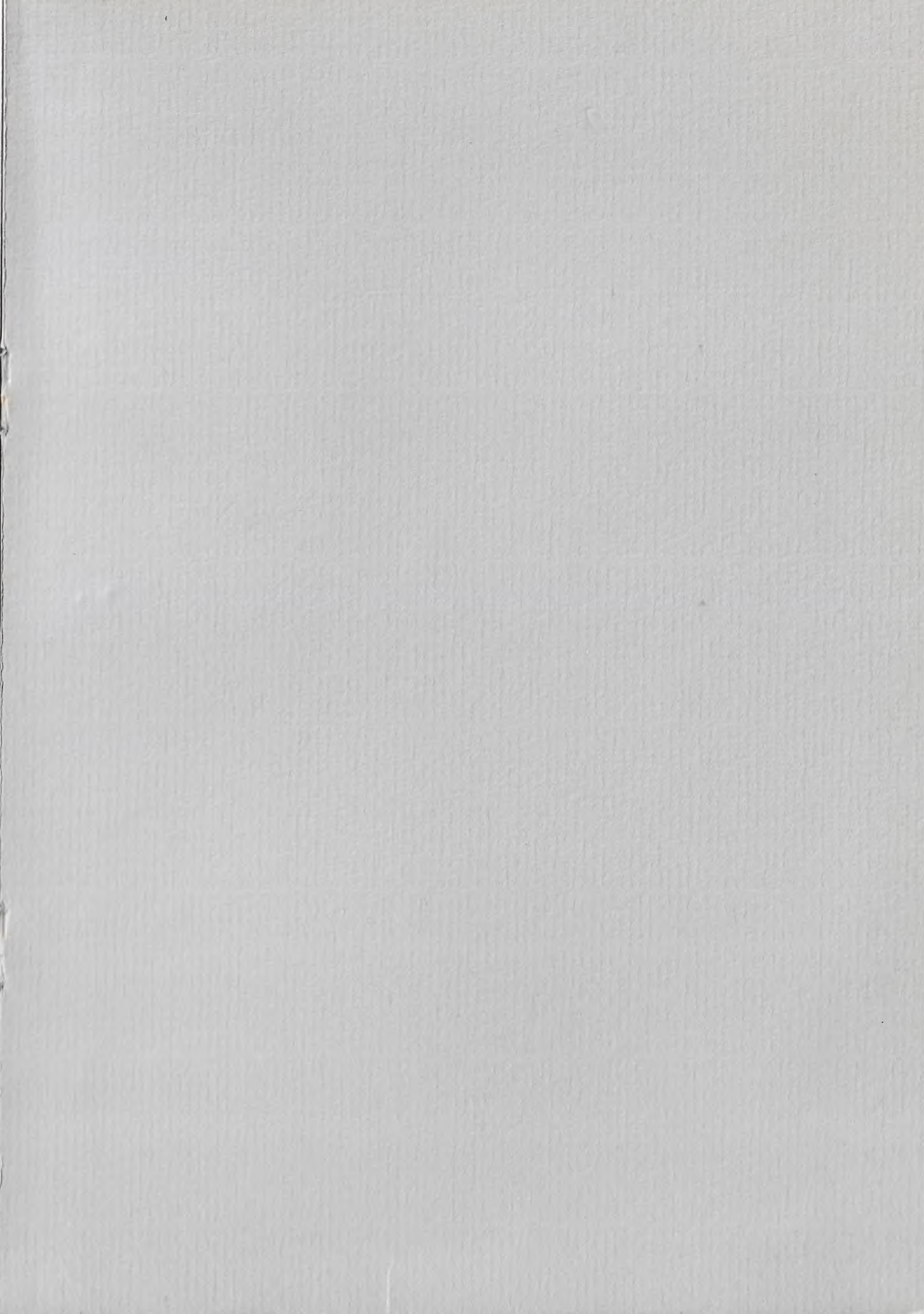
After selecting this option, set up the cassette player for recording and press any key. While recording, it is advisable to remove the EAR plug from the Spectrum to improve reliability. The program and all stock record details are saved on to tape.

4.11 OPTION Z—ZERO STOCK QUANTITIES

The Zero stock quantity facility is provided to enable you at any time to reduce your stock holding on the computer to zero throughout the whole file. The advantage with this system may be apparent for example at the end of a particular period, say quarterly stock take, when a physical stock check may indicate the necessity for a new inventory. With this facility whole records do not have to be regenerated. Use with caution!

5. REFERENCE CODES

All records are accessed via a unique reference code assigned by you. This code may be from 1 to 6 characters of any type. When you are asked to enter the reference code for the record required, you may either press just the **ENTER** key for the first record on the file, or type in enough characters to uniquely identify the reference for the record that you require.





Gemini Marketing Limited

18a Littleham Road Exmouth Devon EX8 2QG England
Telephone (0395) 265165/265832 Telex 42956 Attn Gemini

Micro Computer Software

© 1983 Gemini Marketing Limited. All rights reserved. No part of this program, packaging or documentation may be copied or reproduced in any form.
MADE IN ENGLAND