



CREATE, EXECUTE, COMPLETE, AND CLOSE WORK ORDERS

MFG

QUICK REFERENCE GUIDE

Purpose

The purpose of this Quick Reference Guide (QRG) is to provide a step-by-step guide of **how to create, execute, complete and close work orders** in the North Carolina Financial System (NCFS).

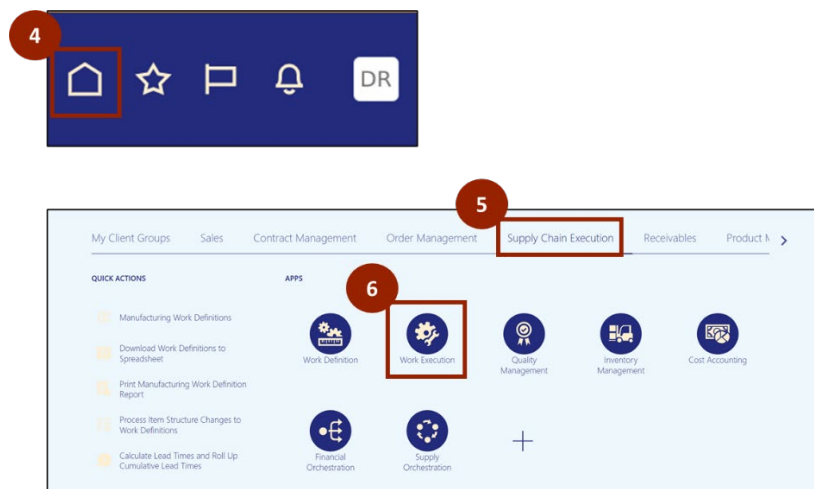
Introduction and Overview

This QRG covers the process of **creating, executing, completing, and closing work orders**. Work orders are specific jobs created when customers make a purchase to manufacture all items related to that purchase.

Create Work Order

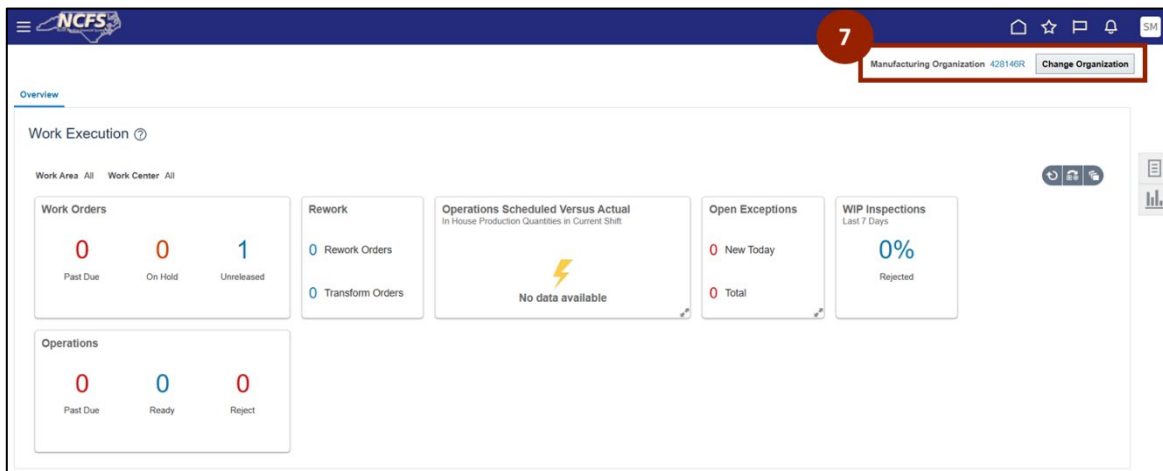
To create a work order in NCFS, please follow the steps below:

1. Click the **Company Single Sign-On (SSO)** button.
2. Enter your **dac.nc.gov** email address.
3. Click **Next** then enter **password**.
4. Navigate to the **Home** page.
5. While on the **Home** Screen, in the center section, navigate to the **Supply Chain Execution** tab.
6. In the **Supply Chain Execution** tab, click on **Work Execution**.



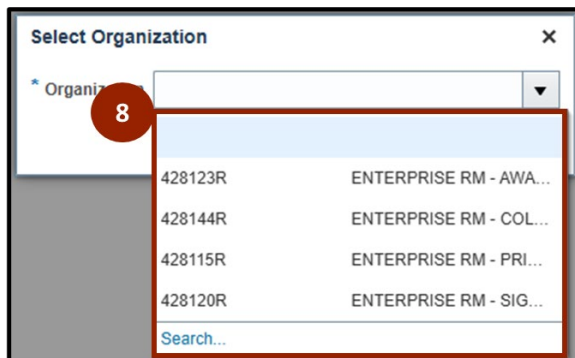
7. Verify the *Manufacturing Organization* information is correct.

- If it is incorrect, the user can change the *Manufacturing Organization* by clicking **Change Organization**.



8. In the **Organization** drop-down, select the appropriate **Manufacturing Organization** (plant).

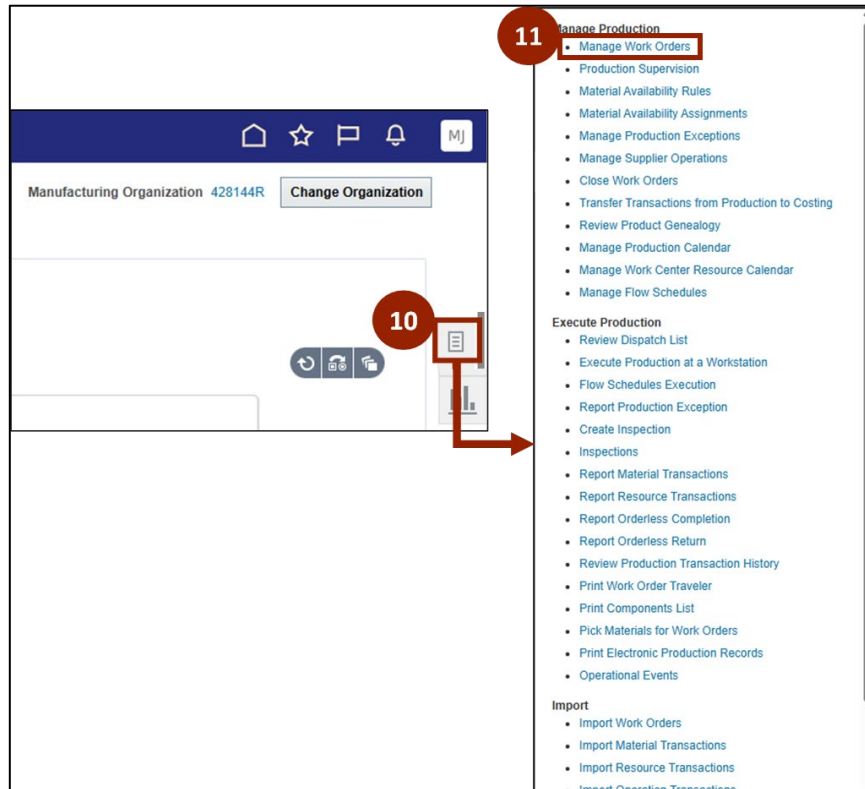
9. Click **OK**.



10. On the right-hand side of the screen click on the **Task** icon.

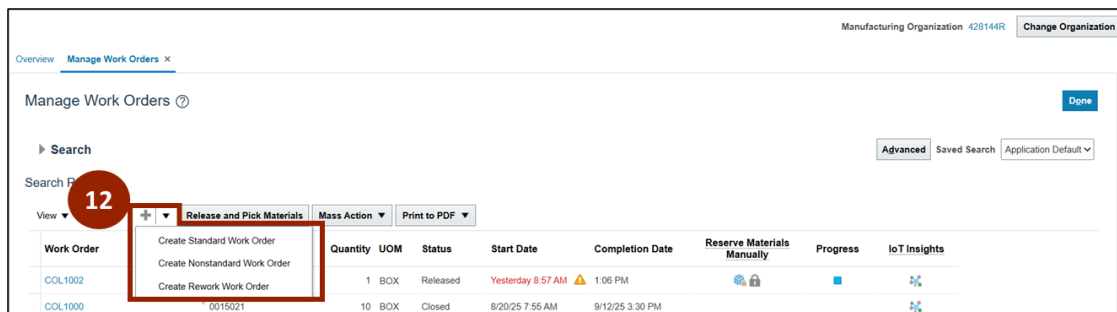
Note: The Tasks that appear on the menu will be based on user access and may differ than what is shown in the screenshot.

11. In the *Task* pane that opens, select **Manage Work Orders**.



12. On the **Manage Work Orders** page, click the **Plus (+)** icon to create a manual Work Order.

- To create a Standard Work Order, click on the **Plus (+)** icon and select the **Standard Work Order** from the list.
- A **Standard Work Order** can be created for a product with a Work Definition.
- If the Work Definition is not present, **Non-Standard Work Order** or **Rework Work Order** must be selected.
- For **MTS Products**, work with your Plant/General Manager to set up the Work Definition.



13. Enter the **Item number**.

14. Enter the **Quantity** needed.

15. Enter the **Start Date** for production.

16. When finished, click **Save and Edit**.

There are three additional fields required for **Nonstandard** and **Rework Work Orders**.

- For *Nonstandard* Work Orders user must also include the *Status* and *Subtype*.
- For *Rework* Work Orders user must also include *Supply Subinventory*.

Nonstandard
Work Order

Rework Work
Order

17. User will see the **Work Order** information.

18. Under *Completion Information*, click the **arrow on the left** to expand the information shown.

19. Review the *Completion Subinventory* in the drop-down. This field will be defaulted to select the appropriate location based on the plant selected.

Note: *Supply Type* needs to be *Assembly Pull* for all order types.

20. To add an attachment, on the **General Information** tab, under the *Details* section, select the **+** icon next to **Attachments**.

21. Enter the **Attachment** details such as **Type**, **Category**, **File Name or URL**, **Title** and **Description**.

22. Click **OK** when done.

23. The **Operations** tab will show the Work Definitions selected for the *Item* (product) and Work Order.

Note: Review Raw Materials and Resources as needed.

Work Order: PRT1031 - 0019933

General Information | **Operations (4)** | History

Operation	Yield	Items	Resources
10 COMPOSITION COMPOSITION	1 Automatically Transact	Items (1) F0013215 5 (0) EACH	Resources (2) LABOR_COMPOS... 5 (0) Hour PLATE IMAGE/... 5 (0) Hour
20 OFFSET OFFSET	1 Automatically Transact	Items (1) F0004280 60 (0) SET	Resources (1) OFFSET 40" 2... 5 (0) Hour
30 BINDERY BINDERY	1 Automatically Transact	Items (0)	Resources (2) KNIFE 5 (0) Hour PADDING 5 (0) Hour
40 PACKAGING PACKAGING	1 Count Point	Items (1) F0014524 5 (0) EACH	Resources (2) LABOR_PACKAGING 5 (0) Hour LABOR_PACKAGING 5 (0) Hour

24. To add an Operation, select the **+** icon.

25. To add an Operation Item, select the **blue Items** link for the Work Order.

26. To add *Resources*, select the blue **Resources** link for the Work Order.

Work Order: PRT1031 - 0019933

General Information | **Operations (4)** | History

24: + icon

25: Items (1) link

26: Resources (2) link

Edit Operation Items

Operation: 10 COMPOSITION
Work Center: PACKAGING WC
Start Date: 8/6/25 3:30 PM
Completion Date: 8/6/25 4:30 PM

Item	Substitutes	Description	Basis	Quantity per Product	Required Quantity
1442 F0020770		Business Card...	Variable	1	

Edit Operation Resources

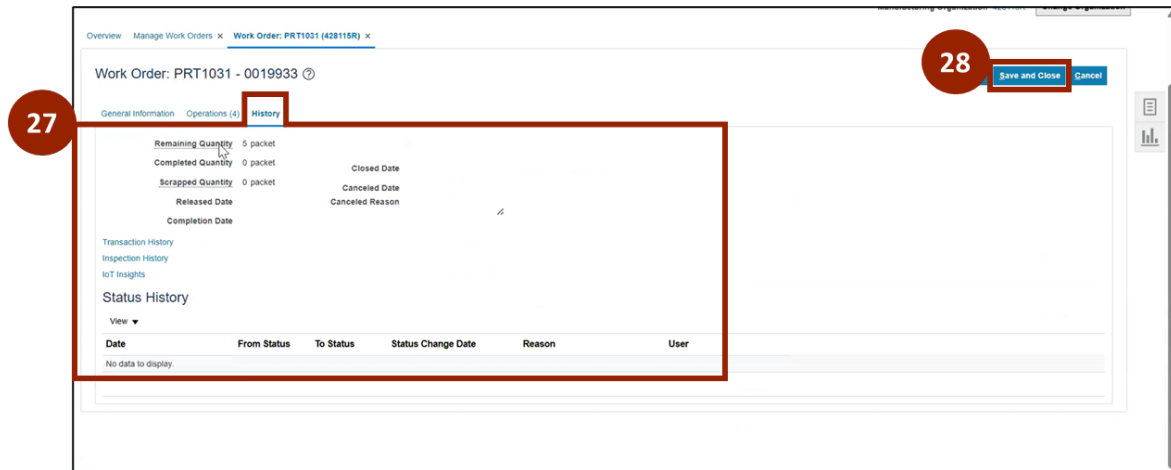
Operation: 10 COMPOSITION
Work Center: COMPOSITION WC
Start Date: 8/6/25 11:58 AM
Completion Date: 8/6/25 1:08 PM

Name	Basis	Usage Rate	Required Usage	UOM Name	Scheduled	Charge
10 COMPOSITION	Variable	1	1	Hour	Yes	Automat

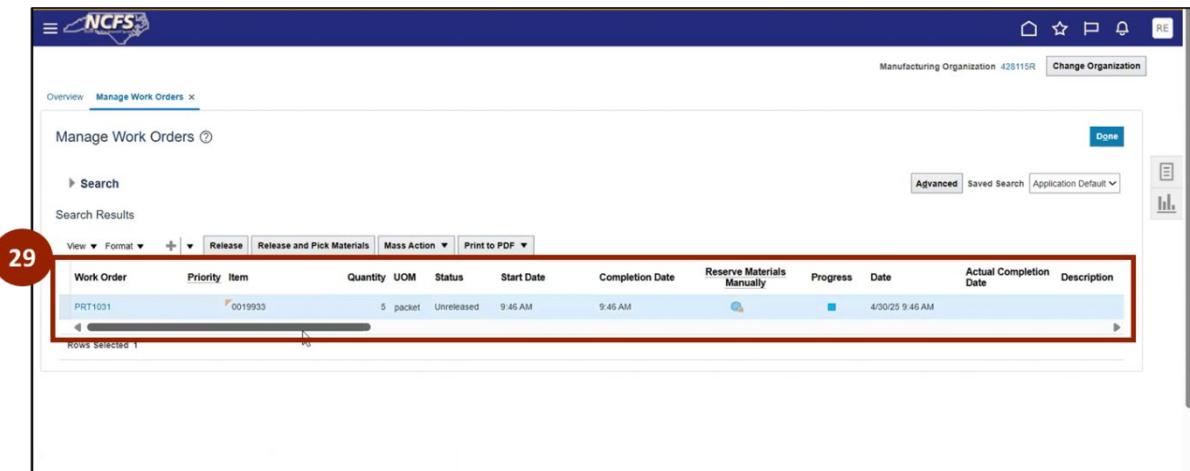
27. The **History** tab will show you the **Remaining Quantity**, **Completed Quantity**, and **Scrapped Quantity**.

Note: As you complete the Work Order, other details will populate, such as **Completed** or **Scrapped Quantity**.

28. Click **Save and Close** when finished.

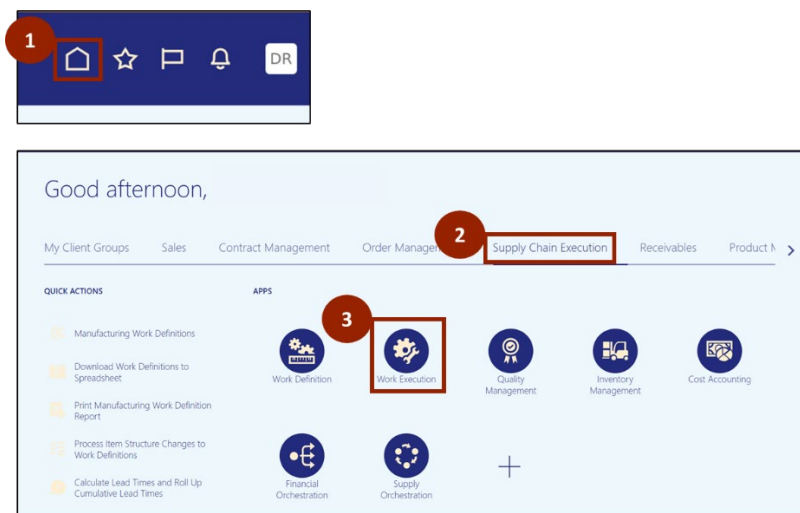


29. After a Work Order is created, users can **view all created Work Orders** on the **Manage Work Orders** page.

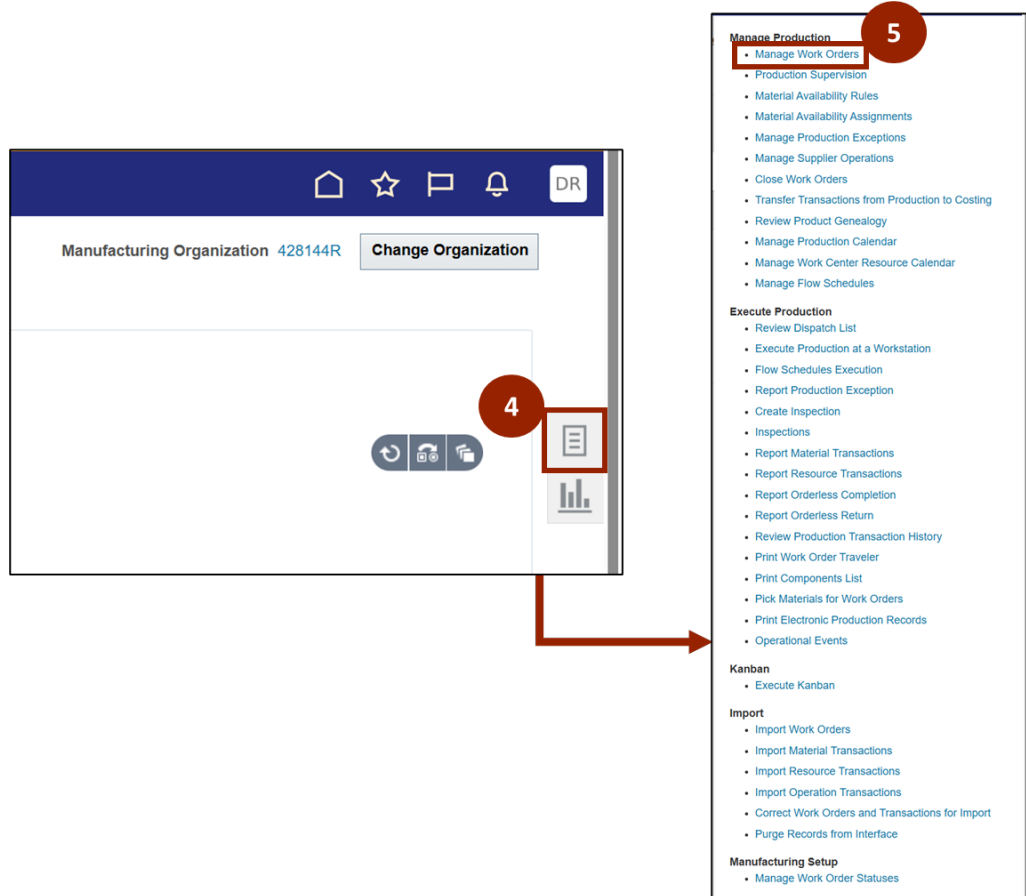


Execute Work Order

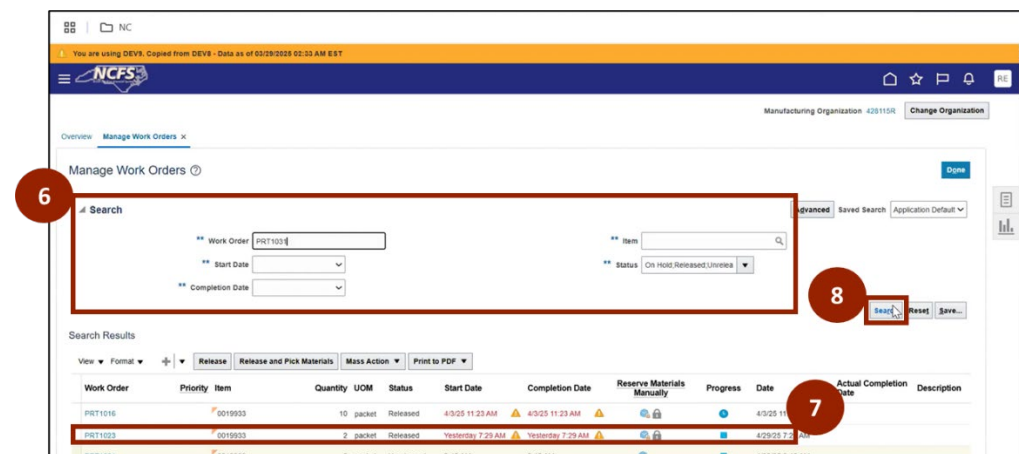
1. Navigate to the **Home** page.
2. From the **Home** page click on the **Supply Chain Execution** tab.
3. Click on **Work Execution**.



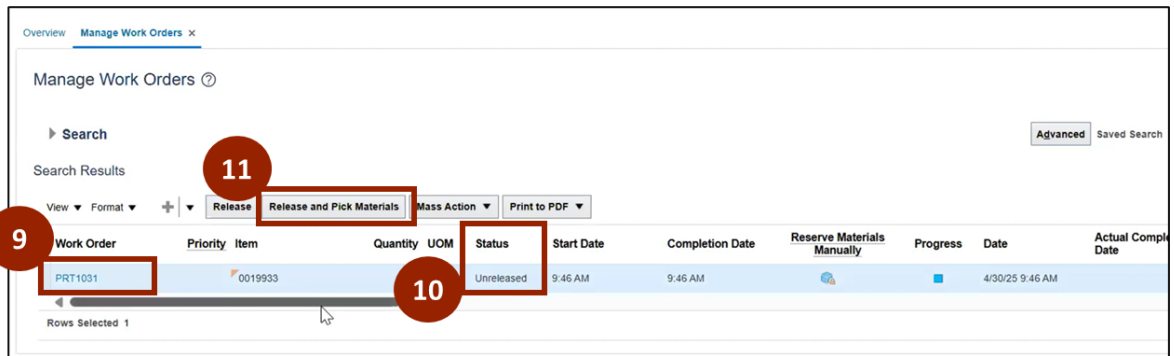
4. On the **Overview** page, click the **Task** icon on the right-hand side of the screen.
5. In the pop-up, click **Manage Work Orders**.



6. Enter the **Work Order information** to narrow down the search for the Work Order to execute.
7. Highlight the **work order** to execute.
8. Click **Search**.



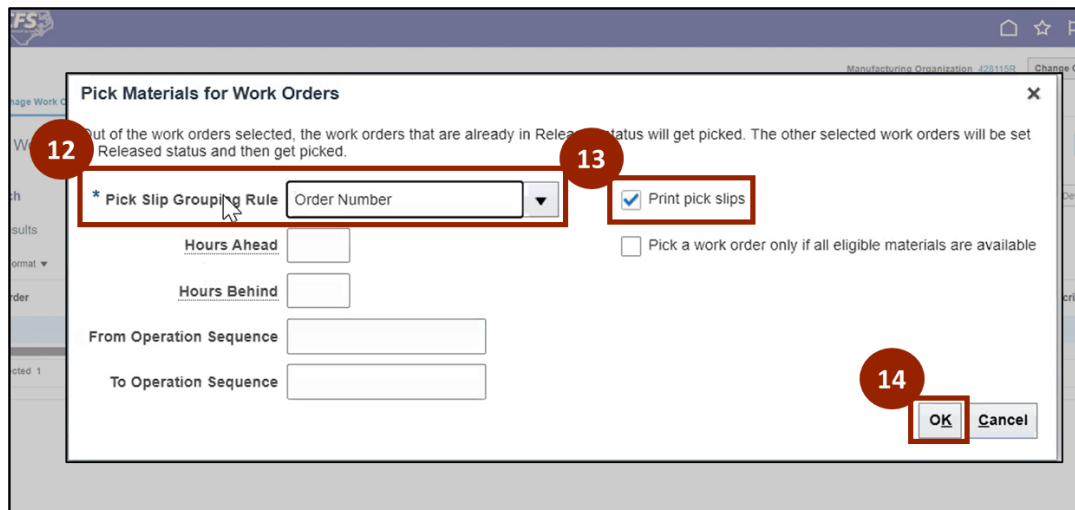
9. Click on the **Work Order** to execute.
10. Under **Status**, user can view the status of the Work Order.

11. Click **Release and Pick Materials**.

12. In the **Pick Materials for Work Orders** pop-up, select **Order Number** in the **Pick Slip Grouping Rule** drop-down menu.

13. Ensure the checkbox for **Print pick slips** is checked for the pick slip to be automatically generated.

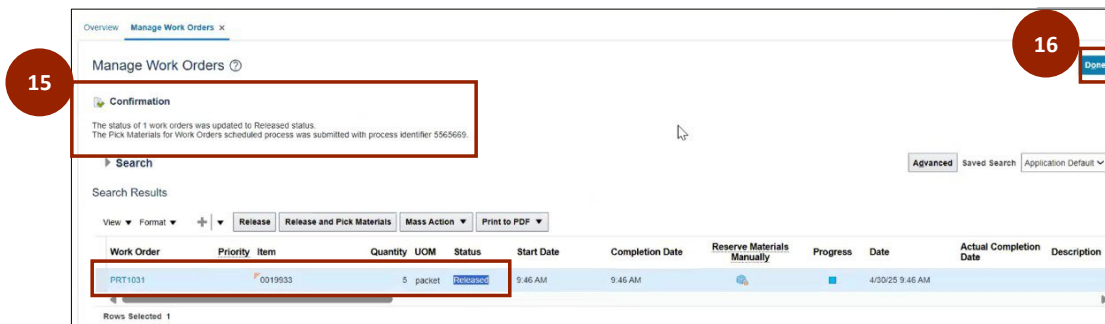
14. Click **OK** when finished.



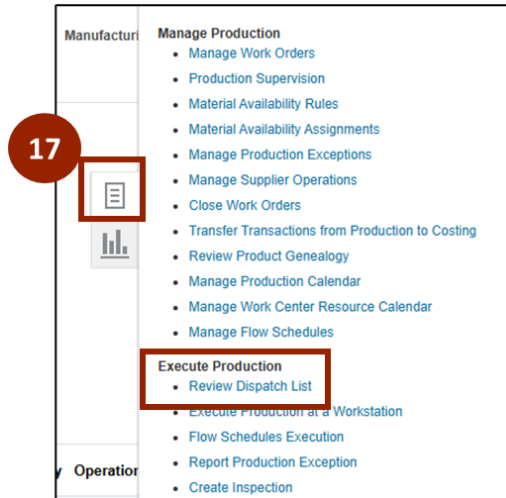
15. A **Confirmation** message will appear confirming that the Work Order has been released for production.

Note: Write down the process ID number.

16. Click the **Done** button to return to the **Work Execution Dashboard** screen.

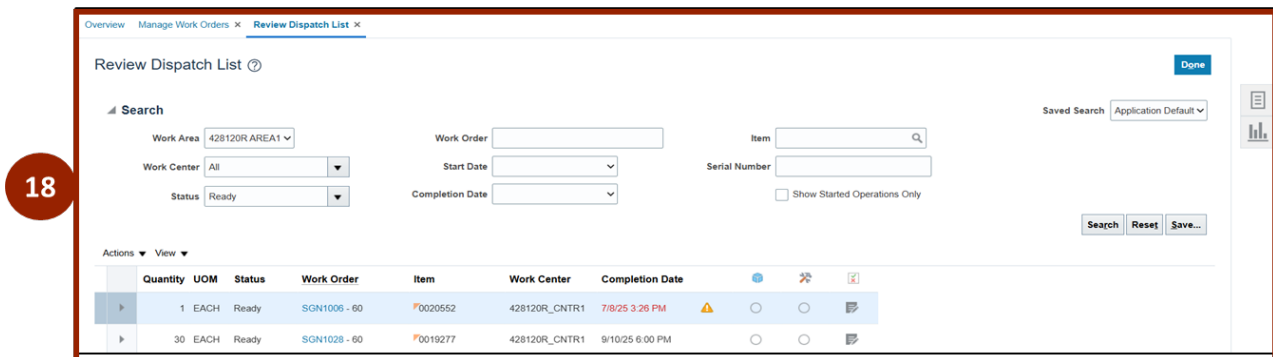


17. To view Work Orders in the **Dispatch** List, navigate to the **Task** icon and under *Execute Production* select **Review Dispatch List**.



18. Any Work Order that has been released for production will be shown on the **Review Dispatch List**.

Note: As previous operations are automatically transacted, the system marks those operations as complete. The system then awaits manual completion of the last operation for each released Work Order before closing the Work Order.



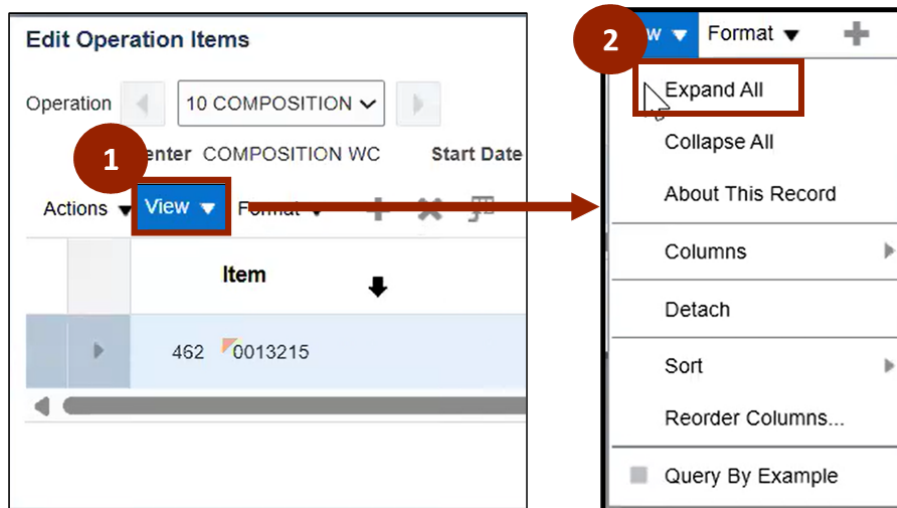
Manufacturing Picking Process

Once the Work Order is released for production and the physical movement of raw materials has taken place, the plant manager can track the status of both the Work Order and material movement in this system.

This provides real-time visibility into production progress and inventory updates.

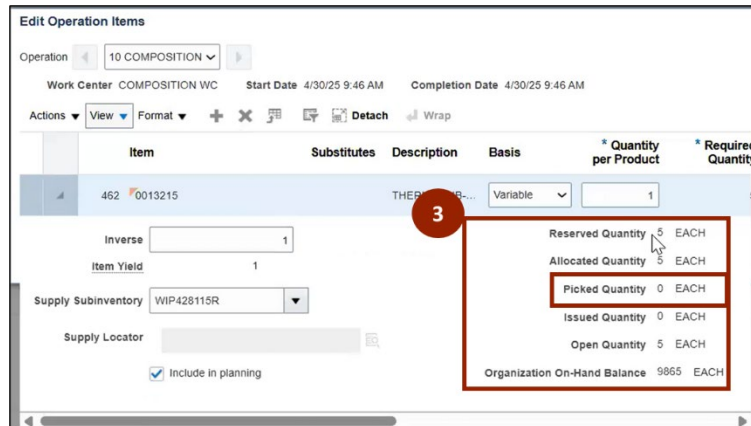
1. To view all the information regarding the item, click on the **View** button. A drop-down menu will appear.

- Click on **Expand All** in the drop-down menu to expand the information of the item.



- On the right-hand side of the pop-up, users can see the different quantities for the *Item*.

Note: The required quantity refers to the amount needed of a specific item to fulfill the quantity for the product.



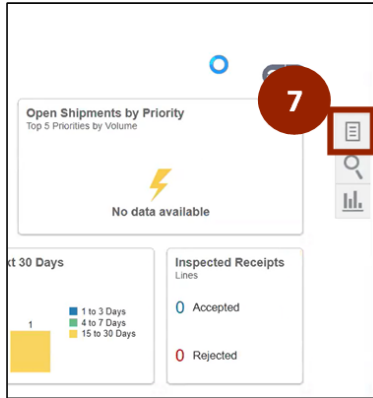
- Navigate back to the **Home** page.



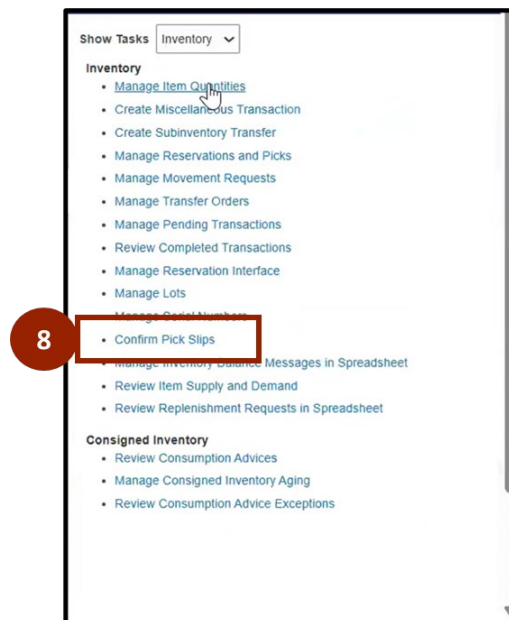
- Click on the **Supply Chain Execution** tab.
- Click on **Inventory Management**.



- Once on the **Inventory Management** screen, click on the **Task** icon on the right-hand side of the screen.



- Under the **Inventory** options, click on **Confirm Pick Slips**.



- In the **Confirm Pick Slips: Search** page, enter the **Pick Slip** information.
- Click the **Search** button.

The screenshot shows the 'Confirm Pick Slips: Search' page. It features an 'Advanced Search' section with several dropdown menus for search criteria: 'Pick Slip', 'Shipment', 'Order', 'Movement Request', 'Pick Wave', 'Customer', 'Due Date', and 'Carrier'. A red box with the number '9' highlights the 'Pick Slip' dropdown. Another red box with the number '10' highlights the 'Search' button at the bottom right of the search criteria section. Below the search criteria, there is a 'Search Results' section with a table header and a 'No search conducted.' message.

11. Click the **Pick Slip Number** of the Pick Slip to address.

Confirm Pick Slips: Search

Advanced Search

Search Results

Pick Slip	Organization	Due Date	Pick Status	Order	Order Type	Shipping Method	Customer	Picks
								Open Confirmed Total
805136	428173R	4/4/25 10:39 AM	Open	REU1010	Work order			1 0 1

12. Once ready to confirm the information is accurate, **check the box** next to each line item in the **Ready to Confirm** column.

Note: If any raw material is unavailable or only partially available, it will not be fully included in the movement request. In such cases, the plant manager can initiate procurement of the required raw material using the Ariba Procurement system.

Creation Date: 4/4/25 10:47 AM

Pick Status: Open

Number of Picks: 1

Pick Slip Type: Shop floor

Movement Request: 910079

Order: REU1010

Picks

Ready to confirm	Overpick and Move	Line	Pick Status	Item	Item Description	UOM Name	Requested Quantity	Picked Quantity	Source Subinventory	Source Locator	Lot	From Serial Number	To Serial Number
☐		1	Open	0005016	WHITE TWILL F...	YARD	50	50	MS170				

13. Please note that if a quantity in the *Picked Quantity* field that is higher than that of the *Requested Quantity* description is entered, a warning message indicating that you have picked more than the required quantity will be prompted.

Warning: You entered a picked quantity that's more than the required quantity. Do you want to continue? (INV-2416227)

You entered a picked quantity that's more than the required quantity. Do you want to continue? (INV-2416227)

Example format: #,##0.###

Picked Quantity

Requested Quantity	Picked Quantity	Lot
50	60	RM

14. Record the quantity being moved from the warehouse (Rmxxxx subinventory) to the shop floor (WIPxxxx subinventory).

- If the material is being moved in its entirety from RM subinventory and the quantity exceeds the requested amount, update the picked quantity to reflect the total quantity moved. In this case, perform an over-pick and move transaction.
- If the material is being allocated from the shop floor (WIP), whether in full or as a fractional quantity, use the actual quantity needed for the allocation.

15. If you picked more items than the requested quantity, you can enter the information in *Overpick and Move* by clicking the **blue cube** icon. Once done, RM subinventory automatically flips to WIP subinventory.

Confirm Pick Slip: 1135000

Organization : 428120R

Summary | Show More

Creation Date: 8/6/25 7:05 AM
Pick Status: Open
Number of Picks: 4

Pick Slip Type: Shop floor
Movement Request: 1310164
Order: SGN1046

Picks

14

15

Ready to confirm	Overpick and Move	Line	Pick Status	Item	Item Description	UOM Name	Requested Quantity	Picked Quantity	Source Subinventory	Source Locator
☐		2	Open	0004345	36" X 144" X .063 ALUMINUM SHEET...	Square foot	3.40909	3.40909	RM428120	
☐		3	Open	0004345	36" X 144" X .063 ALUMINUM SHEET...	Square foot	3.40909	3.40909	WIP42812	

16. After the pop-up appears, confirm all the information is accurate.

17. Once finished, click the **Submit** button.

Confirm Pick Slip: 805136

Organization : 428170R

Summary | Show More

Overpick and Move: Pick Slip 805136, Line 1

Line 1
Item 0005016
Item Description WHITE TWILL FABRIC 65% POLYESTER-35% COTTON
UOM Name YARD

Requested Quantity 50
Picked Quantity 60

Source Details
Subinventory RM
Locator

Destination Details
Subinventory M8170
Locator

16

17

Submit Cancel

18. If your *Pick Slip* contains multiple items, ensure the *Picked Quantity* is accurate for each item and perform *Overpick and Move* if necessary.

19. Once all information is accurate and user has checked the **Ready to Confirm** boxes, click on **Confirm**.

Confirm Pick Slip: 838152

Organization : 428115R

Summary | Show More

Creation Date: 4/30/25 9:51 AM
Pick Status: Open
Number of Picks: 3

Pick Slip Type: Shop floor
Movement Request: 937955
Order: PRT1031

Picks

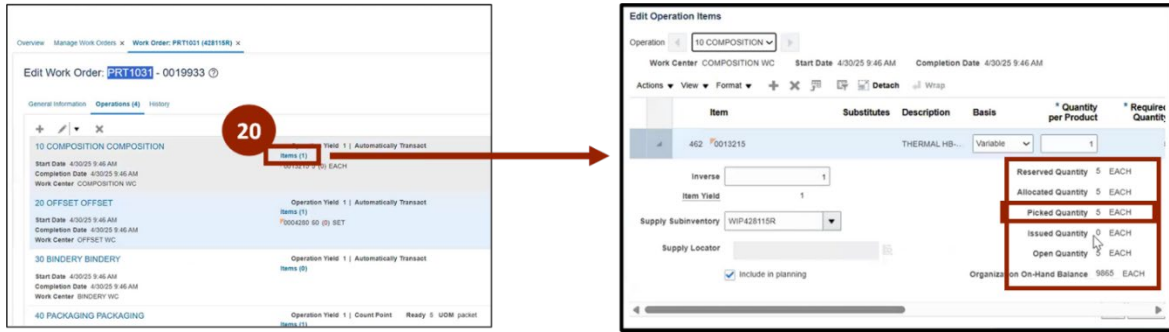
18

19

Ready to confirm	Overpick and Move	Line	Pick Status	Item	Item Description	UOM Name	Requested Quantity	Picked Quantity	Source Subinventory	Source Locator	Lot	From Serial Number	To Serial Number
☒		1	Open	0004280	CARBONLESS ... SET		60	60	WIP42811				
☒		2	Open	0014524	PACKING CAR ... EACH		5	5	RM428115				
☒		3	Open	0013215	THERMAL HB-4 ... EACH		5	5	WIP42811				

Confirm Cancel

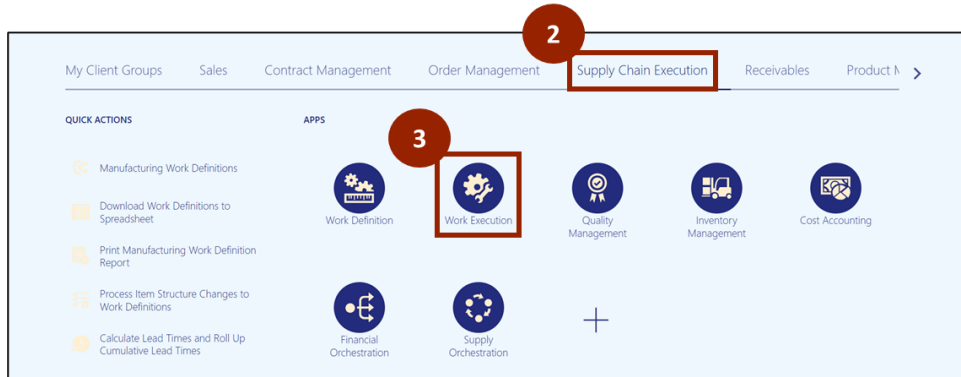
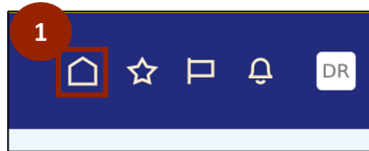
20. Once materials are confirmed, quantities will automatically update when user navigates back to the *Operations* section of the *Work Order* and click on the **Items** blue hyperlink. Plant Manager should be able to verify on Work Order.



Complete and Close Work Order

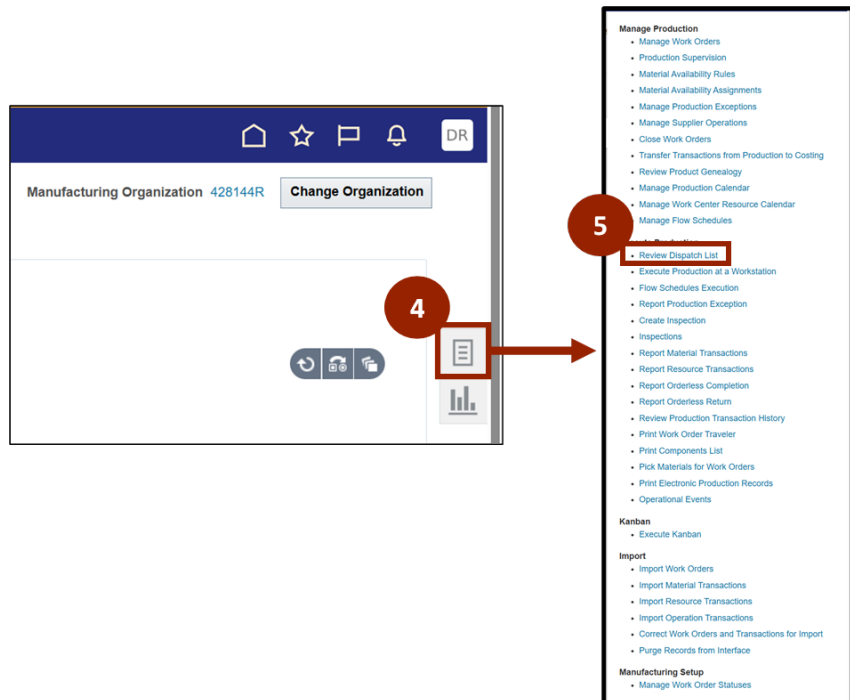
Once production is complete and inspected in NCFS, follow the steps listed to complete and close a Work Order:

1. Navigate to the **Home** page.
2. Click the **Supply Chain Execution** tab.
3. Click on **Work Execution**.

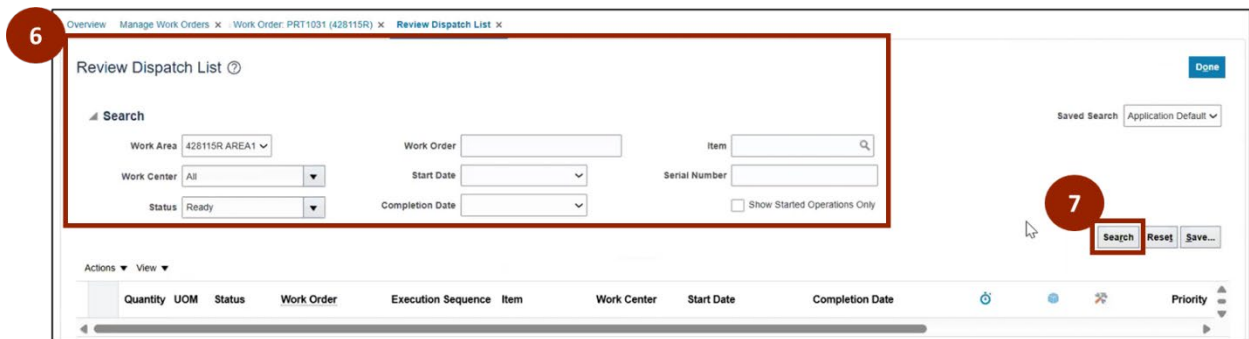


4. From the **Work Execution** page, click on the **Task** icon on the right-hand side of the screen.

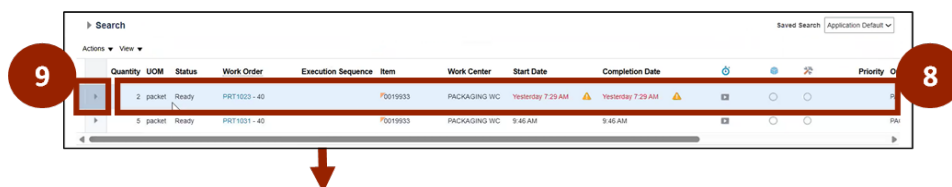
5. Select **Review Dispatch List**, located under the *Execute Production* section of the menu.



6. From the *Review Dispatch List*, enter the information to locate the **Work Order** you wish to complete or close.
7. Click the **Search** button.



8. Locate the **Work Order** you would like to complete and close, and select it by **clicking on that row**, which will highlight it in blue.
9. On the left side of that row, click the **arrow**, this will expand the row to show more information.



10. Please enter the **number of units were completed, rejected, or scrapped**. You will be able to report one at a time.

11. Once all information has been entered accurately, click **Complete with Details**.

This screenshot shows the top navigation bar of the MFG-07 interface. The bar includes the text '5 packet Ready', 'PRT1031 - 40', '0019933', 'PACKAGING WC', and '9:46 AM'. Below this bar is a row of buttons: 'Complete', 'Reject', 'Scrap', 'Quick Complete', 'Complete with Details', and 'Cancel'. The 'Complete with Details' button is highlighted with a red box and a red circle containing the number 11. The 'Complete' button is also highlighted with a red box and a red circle containing the number 10.

The *Complete with Details* process will begin. The first step in the process is **Product**:

12. Review the information on this screen and update where necessary.

13. On the **Operations** page of a Work Order, the last item is related to **Quality/Packing**.

This screenshot shows the 'Complete with Details: PRT1031-40: Product' screen. The screen is divided into two main sections: 'Current Transaction' and 'Operation Transaction Summary'. The 'Current Transaction' section includes fields for 'Transaction Date' (4/30/25 9:56 AM), 'Attachments' (None), 'Transaction Type' (Complete), 'Quantity' (5), 'Print label' (checkbox), and 'Transaction Note'. The 'Operation Transaction Summary' section includes a table with columns 'Completed', 'Rejected', and 'Scrapped', all showing a value of 0. A red box highlights the 'Complete with Details: PRT1031-40: Product' title bar. A red circle with the number 12 is next to the title bar. A red circle with the number 13 is next to the '30 QUALITY/ PACKING QUALITY...' link. A red box highlights the '30 QUALITY/ PACKING QUALITY...' link. A red box highlights the 'QUALITY/ PACKING' button.

14. In the *Transaction Note*, enter **information** related to quality or inspections.

15. When finished, click **Next**.

Note: There will be no other place in the system to record inspections.

This screenshot shows the 'Complete with Details: PRT1031-40: Product' screen. The screen is divided into two main sections: 'Current Transaction' and 'Operation Transaction Summary'. The 'Current Transaction' section includes fields for 'Transaction Date' (4/30/25 9:56 AM), 'Attachments' (None), 'Transaction Type' (Complete), 'Quantity' (5), 'Print label' (checkbox), and 'Transaction Note'. The 'Operation Transaction Summary' section includes a table with columns 'Completed', 'Rejected', and 'Scrapped', all showing a value of 0. A red box highlights the 'Transaction Note' field. A red circle with the number 14 is next to the 'Transaction Note' field. A red circle with the number 15 is next to the 'Next' button.

The second step in the process is **Backflush Materials**:

16. Here, each of the components that were required in the manufacturing process is shown.

17. Update the *Raw Material* number quantity, if necessary, in the *To Transact* column (*Plant Manager* needs to report actual consumed quantity during the production of finished goods. Expand the line by clicking on arrow and verify the source subinventory.).

18. When finished, click **Next**.

Complete with Details: PRT1031-40: Materials

Item P0019933 Work Order Quantity 5 packet Work Center PACKAGING WC

Status	* Operation Sequence Number	* Component	Component Description	Basis	UOM	Required	* To Transact	Secondary Quantity	Secondary UOM	Component Lot Number	Component Serial Number	Reservations
✓	20	P0004280	CARBONLESS ...	Variable	SET	60	60					
✓	10	P0013215	THERMAL HB-4...	Variable	EACH	5	5					
✓	40	P0014524	PACKING CAR...	Variable	EACH	5	5					

The third step in the process is **Autotransact Resources**:

19. On this page, a listing of every resource used in the process of manufacturing the Work Order is shown.

20. If a resource needs to be added or deleted, click the **+** icon to add or the **X** icon to delete a resource that is highlighted.

Complete with Details: PRT1031-40: Resources

Item P0019933 Work Order Quantity 5 packet Work Center PACKAGING WC

Status	* Operation Sequence Number	Sequence	* Resource	Resource Instance	Type	Activity	Basis	UOM	Required	* To Charge
✓	10	10	LABOR_COMPOSITIO		Labor		Variable	Hour	5	5
✓	10	20	PLATE IMAGE/IMPO		Equipment		Variable	Hour	5	5
✓	20	10	OFFSET 40" 2 COLOR		Equipment		Variable	Hour	5	5
✓	30	10	KNIFE		Equipment		Variable	Hour	5	5
✓	30	20	PADDING		Equipment		Variable	Hour	5	5
✓	40	10	LABOR_PACKAGING		Labor		Variable	Hour	5	5
✓	40	20	LABOR_PACKAGING		Labor		Variable	Hour	5	5

21. Verify the information in the **To Charge** field is accurate for each resource.

22. When finished, click **Next**.

Complete with Details: PRT1031-40: Resources

Item P0019933 Work Order Quantity 5 packet Work Center PACKAGING WC

Status	* Operation Sequence Number	Sequence	* Resource	Resource Instance	Type	Activity	Basis	UOM	Required	* To Charge
✓	10	10	LABOR_COMPOSITIO		Labor		Variable	Hour	5	5
✓	10	20	PLATE IMAGE/IMPO		Equipment		Variable	Hour	5	5
✓	20	10	OFFSET 40" 2 COLOR		Equipment		Variable	Hour	5	5
✓	30	10	KNIFE		Equipment		Variable	Hour	5	5
✓	30	20	PADDING		Equipment		Variable	Hour	5	5
✓	40	10	LABOR_PACKAGING		Labor		Variable	Hour	5	5
✓	40	20	LABOR_PACKAGING		Labor		Variable	Hour	5	5

The final section of the **Complete with Details** process is the **Inventory**.

23. Ensure that the **To Transact** (quantity of finished goods produced out of Work Order) field is accurate.

24. Ensure that the **Subinventory** (where finished good is kept) field is accurate.

25. Once finished, click **Save and Close**.

26. A **Confirmation** message, confirming that the **Work Order** has been completed will be shown.

The status of the Work Order has changed now that it has been completed. To view the status of the Work Order, navigate to the **Manage Work Orders** page.

27. In the **search** area, enter the **Work Order** information.

28. Ensure that the **Status** drop-down menu is listed as **All**.

29. Click **Search**.

30. The Work Order will display in search result.

31. The Status of the Work Order is now listed as **Completed**.

32. To review the Work Order further, click on the **Work Order** blue hyperlink to open it.

Note: A daily process will be scheduled to **Close** the **Completed** Work Order to restrict any further update, which will automatically change the Work Order status to **Closed**.

Work Order	Priority	Item	Quantity	Status	Start Date	Completion Date	Reserve Materials Manually	Progress	Date	Actual Completion Date	Description
PRT1031		0019933	5 packet	Completed	9:46 AM	9:46 AM		✓	4/30/25 9:46 AM	4/30/25 9:55 AM	

33. Once in the **Edit Work Order** page, click on the **Operations** tab.

34. Click on the **Items** or **Resources** blue hyperlinks to review.

Operation	Yield	Automatically Transact	Completed	UOM	Item	Resource
10 COMPOSITION COMPOSITION	1	Automatically Transact	Completed	5 UOM packet	0019933 5 (5) EACH	LABOR_COMPOS... 5 (5) Hour PLATE IMAGE... 5 (5) Hour
20 OFFSET OFFSET	1	Automatically Transact	Completed	5 UOM packet	0019933 5 (5) EACH	LABOR_COMPOS... 5 (5) Hour
30 BINDERY BINDERY	1	Automatically Transact	Completed	5 UOM packet	0019933 5 (5) EACH	KNIFE 5 (5) Hour PADDING 5 (5) Hour
40 PACKAGING PACKAGING	1	Count Point	Completed	5 UOM packet	0014524 5 (5) EACH	LABOR_PACKAGING 5 (5) Hour LABOR_PACKAGING 5 (5) Hour

If **Items** is selected, the **Edit Operation Items** pop-up window will appear.

35. To view all the information, click on the **View** button.

36. On the drop-down menu, click **Expand All**.

Item	Substitutes	Description	Basis	* Quantity per Product	* Required Quantity
462 0013215		THERMAL HB...	Variable	1	

37. The quantities have now been updated for the Work Order.

Edit Operation Items

Operation: 10 COMPOSITION

Work Center: COMPOSITION WC | Start Date: 4/30/25 9:46 AM | Completion Date: 4/30/25 9:46 AM

Actions: View, Format, +, X, [Icon], [Icon], Detach, Wrap

Item	Substitutes	Description	Basis	* Quantity per Product	* Required Quantity
462 0013215		THERM	Variable	1	

Inverse: 1

Item Yield: 1

Supply Subinventory: WIP428115R

Supply Locator: [Field]

☒ Include in planning

Reserved Quantity 0 EACH

Allocated Quantity 5 EACH

Picked Quantity 5 EACH

Issued Quantity 5 EACH

Open Quantity 0 EACH

Organization On-Hand Balance 9860 EACH

38. If you click on the **History** tab, the history of the Work Order from creation to completion will be shown.

39. In this section users can see the history of the quantity used in production.

40. If users click on the **Transaction History**, a view of the entire *Production Transaction* history for the Work Order can be seen.

41. In this section users can see the status history for the Work Order.

Edit Work Order 1 - 0019933

Information, Operations, **History**

Remaining Quantity 0 packet

Completed Quantity 5 packet

Scrapped Quantity 0 packet

Released Date 4/30/25 9:50 AM

Completion Date 4/30/25 9:56 AM

Closed Date

Canceled Date

Canceled Reason

Transaction History

Inspection History

IoT Insights

Status History

View

Date	From Status	To Status	Status Change Date	Reason	User
4/30/25 9:56 AM	Released	Completed	4/30/25 9:56 AM		rames@deloitte.com
4/30/25 9:50 AM	Unreleased	Released	4/30/25 9:50 AM		rames@deloitte.com

42. On the **Review Production Transaction History** page, users can see all production transactions for the Work Order.

Review Production Transaction History

Search

Actions: View, Format

Work Order	Operation	Transaction Date	Transaction Type	Item	Component or Resource	Resource Instance	Quantity	UOM
PRT1031	40	4/30/25 9:56 AM	Operation completion	0019933			5	packet
PRT1031	40	4/30/25 9:56 AM	Material issue	0019933	0014524		5	EACH
PRT1031	20	4/30/25 9:56 AM	Operation completion	0019933			5	packet
PRT1031	30	4/30/25 9:56 AM	Operation completion	0019933			5	packet
PRT1031	20	4/30/25 9:56 AM	Resource charging	0019933	OFFSET 40" 2 COLOR		5	Hour
PRT1031	30	4/30/25 9:56 AM	Resource charging	0019933	PADDING		5	Hour
PRT1031	10	4/30/25 9:56 AM	Resource charging	0019933	LABOR_COMPOSIT...		5	Hour
PRT1031	10	4/30/25 9:56 AM	Resource charging	0019933	PLATE IMAGE/IMPO		5	Hour
PRT1031	30	4/30/25 9:56 AM	Resource charging	0019933	KNIFE		5	Hour
PRT1031	40	4/30/25 9:56 AM	Resource charging	0019933	LABOR_PACKAGING		5	Hour

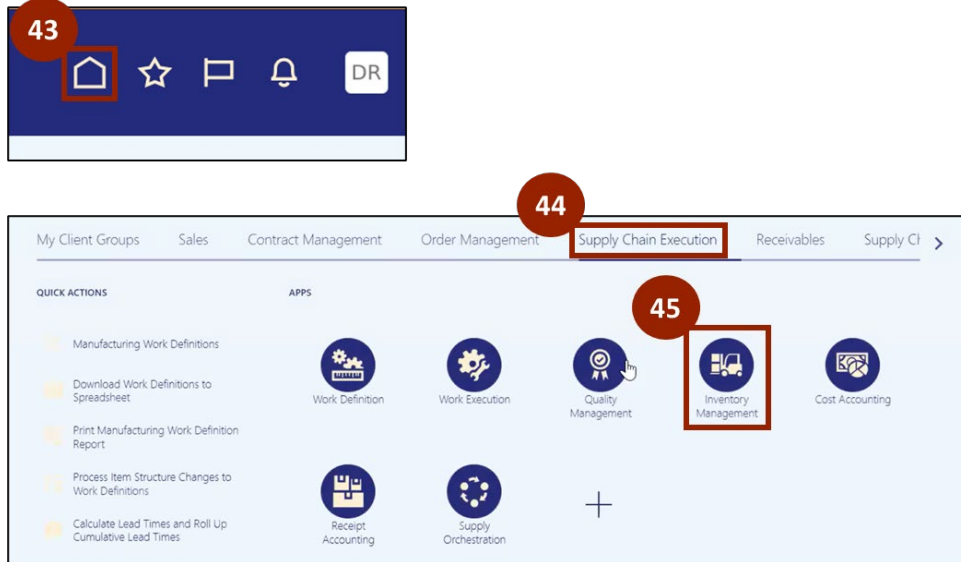
Verifying Inventory

Following the completion of the Work Order you can manage item quantities.

43. Navigate to the **Home** screen.

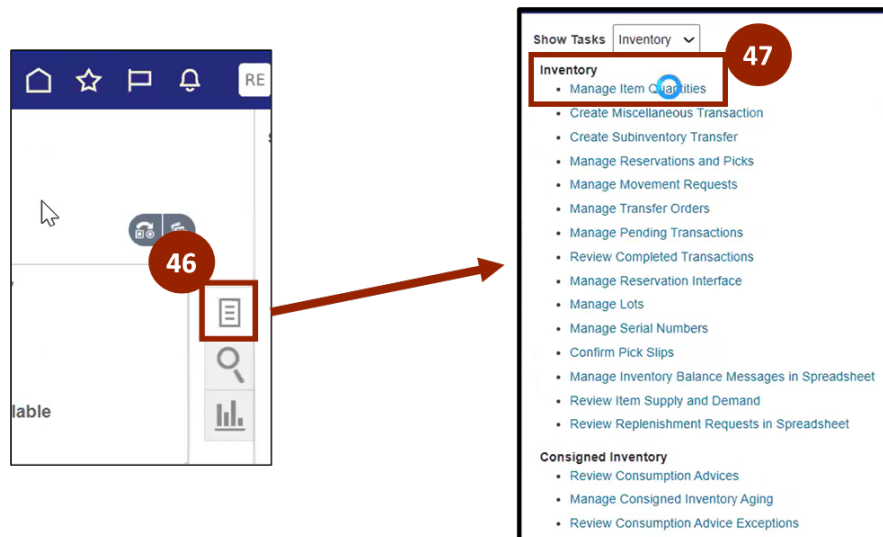
44. Click on the **Supply Chain Execution** tab.

45. Click on **Inventory Management**.



46. On the **Inventory Management** page, on the far right-hand side of the screen click the **Task** icon.

47. Click **Manage Item Quantities** under **Inventory**.



From the **Manage Item Quantities** screen, users can search for a specific item to verify.

48. Enter information relevant to the item user wants to verify quantities for the completed work order.

Wrap-Up

Additional Resources

- **MFG105: Execute Production**

- **MFG100:** Introduction to NCFS Manufacturing
- **MFG101:** The Journey Through NCFS Manufacturing