INVENTORY
MAGIC
SPREADSHEET

Inventory Control...   ... Made Simple.

IMS BASIC   IMS DELUXE   IMS PRO

SMART ITEM IDs

The support staff at Inventory Magic strongly recommends that you use SMART ITEM IDs when setting up your copy of Inventory Magic Spreadsheet.

WHAT IS A "SMART ITEM ID"?

A **SMART ITEM ID** conveys something about an item.

Think of a 'dumb' number...say: 1000. This number does not communicate anything about the item to us, the user.

Now think of a 'smart' number...one that communicates information about it. For example: 2016MAY tells us the month and date that the item was made (MAY 2016).

That 'intelligence' is the essence of a SMART ITEM ID.

So, a SMART ITEM ID is really a CODE that you create. That CODE conveys one or more pieces of information about an item.

It's up to you how long or short your code is — as long as everyone is on the same page.

We are going to look at several examples of SMART ITEM IDs

EXAMPLE #1 - A drug item:

BayAsp-81-500-2015a236

Bayer Aspirin
81mg
500 capsules
Lot # 2015a236

EXAMPLE #2 - An apparel item:

2016SPG-RL-BT1053-RED-MED

Year & Season: 2016 Spring
Vendor: Ralph Lauren
Style Number: BT1053
Color: Red
Size: Medium

EXAMPLE #3 - A paint item:

BEHR-INT-FLAT-PPU1915-WHT-GAL

Manufacturer: Behr
Paint's Use: Interior and Flat
Vendor's Order Number: PPU1915
Color: White
Size: Gallon

EXAMPLE #4 - A wine item:

CA-KJ-CHAR-WHT-2013-750

Location: California
Producer: Kendall Jackson
Varietal: Chardonnay
Color: White
Year: 2013
Size: 750ml

So, why bother with SMART ITEM IDs?

1. In many cases, the SMART ITEM ID provides all the information needed to identify that specific item of inventory

2. Reports sorted by ITEM ID will group all similar items together in both lists and reports

3. SMART ITEM IDs let you easily show a range of items. For example:

    ➧ Show me all my BAYER products

    ➧ Show me all my SPRING 2016 items

    ➧ Show me all my California wines

    ➧ Show me all my Behr interior paints

Here is an on-screen look of how using Smart Item IDs will help you to group relevant items in Inventory Magic:

	Item ID	Item Description	Cost Each
1			
4	JW-Red-L	Johnny Walker Red Liter	$ 24.99
5	JW-Red-1.5L	Johnny Walker Red 1.5 Liter	$ 36.99
6	JW-Black-L	Johnny Walker Black Liter	$ 30.99
7	JW-Black-1.5L	Johnny Walker Black 1.5 Liter	$ 45.99
8	JW-Green-L	Johnny Walker Green Liter	$ 45.99
9	JW-Green-1.5L	Johnny Walker Green 1.5 Liter	$ 68.99
10	JW-Blue-L	Johnny Walker Blue Liter	$ 153.99
11	JW-Blue-1.5L	Johnny Walker Blue 1.5 Liter	$ 229.99

We hope that you find this quick tutorial useful in setting up your items in Inventory Magic Spreadsheet.