Inventory Items Recevied

Inventory Items Recevied

Purpose and when to use this record

Review the individual items and quantities received across inventory receipts.

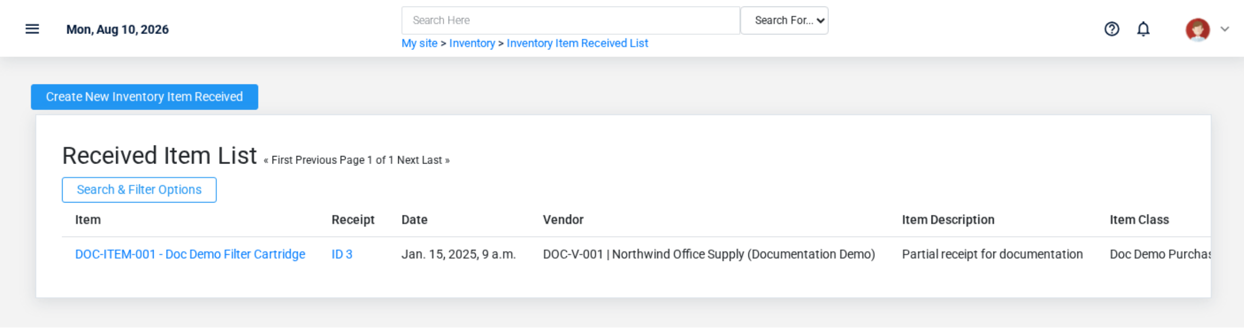
At a glance

- **Identify it by: Date Received**.
- **Check its business context: Receipt Link**, **Item**, and **Purchase Row**.
- **Why care:** Warehouse, item, unit, quantity, and cost must describe the same physical movement. A wrong warehouse or unit can make availability and valuation misleading.
- **Why care:** Treat posted, processed, paid, reversed, and edit-locked states as controls—not ordinary descriptive fields. Confirm the source transaction before changing any state that the screen permits you to change.

Before you begin

You need the Brisk permission for the action you are taking on inventory items recevied. If a Create, Edit, or Delete control is absent, do not work around it with another user’s account; ask an administrator to review your role.

Find and review inventory items recevied



The Inventory Items Recevied list screen in the Brisk documentation demo.

Use the Inventory Items Recevied list to find the correct record before opening or changing it. Compare **Date Received**. Records with similar names or numbers can still belong to different **Receipt Link**, **Item**, and **Purchase Row**.

- Keyword search checks **Name**, **Description**, **Item Code**, and **Item Type**.
- Narrow the list with **Item Class**, **Vendor**, and **Location** filters.
- The date filter uses **Created At**; choose a range that matches the business event you are reconciling.
- The initial order emphasizes **Created At**. Select a column heading when you need a different comparison.

Open the Inventory Item Received whose **Date Received** match the task. If it is missing, clear the list filters and recheck **Item Class**, **Vendor**, **Location**, **Created At**, and **Processed** rather than creating a replacement immediately.

Fields and business rules

Brisk stores 12 user-relevant fields for this Inventory Item Received, including 3 linked-record selections and 0 controlled-choice fields. Create and edit screens may hide calculated or workflow-managed values from this full reference.

Field	Required	What it controls
Receipt Link	No	Parent inventory receipt row in the hierarchy.
Item	No	Links this Inventory Item Received to the selected Item; verify the relationship before saving.
Quantity Received	Yes	The quantity received value recorded for this inventory receipt row.
Cost	Yes	The cost value recorded for this inventory receipt row.

Field	Required	What it controls
Non-Freight Cost	No	Hidden system field storing the original unit cost before freight distribution.
Freight Cost	No	Hidden system field storing the distributed freight portion of the unit cost.
Total Cost	Yes	The total cost value recorded for this inventory receipt row.
Description	No	Description of this inventory receipt row.
Memo	No	The memo recorded for this inventory receipt row.
Date Received	No	Date and time recorded for date received on this inventory receipt row.
Purchase Row	No	Links this Inventory Item Received to the selected purchase row; verify the relationship before saving.
Processed	No	Whether the processed option applies to this inventory receipt row.

What happens next

Use **Receipt Link**, **Item**, and **Purchase Row** to interpret this Inventory Item Received. If it records a failure or exception, correct the source process and create a new successful event rather than rewriting the audit trail.

Common mistakes and troubleshooting

- **The record will not save:** Recheck **Quantity Received**, **Cost**, and **Total Cost** and any message beside the field. A required related record may also be inactive or unavailable to your role.
- **The record saved but is not available where expected:** Recheck **Processed**, then clear the filters on the destination list. A saved record can still be inactive, unpublished, locked, unapproved, or in the wrong workflow state.
- **The values look right but the result is wrong:** Open **Receipt Link**, **Item**, and **Purchase Row** from the detail page. Correct the specific relationship that is wrong instead of forcing a total or status to compensate for it.

Revision #3
Created 2026-08-10 16:08:01 UTC by Brisk
Updated 2026-08-10 20:25:48 UTC by Brisk