

Physical Inventory for Lithuania
Functional ir Technical Documentation

November 2022

V2.0

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MANUAL CHANGES

| Version | Date | Changes |
|------------|---------|--|
| 1.0 | 2021 03 | Initial version |
| 1.1 | 2021 04 | No changes. |
| 1.2 | 2021 05 | No changes. |
| 1.5 | 2022 04 | New chapter 6 How to fill General Business Posting Group code in Physical inventory lines? |
| 1.8 | 2022 09 | New chapter 5 How to update physical journal line amounts, then they are created using other apps (integration). |
| 2.0 | 2022 11 | New chapter 9 How to disable Physical Inventory for Lithuania usage. |

USER GUIDE

Lithuanian localization for Physical Inventory in Dynamics 365 Business Central allows to create Physical Inventory reports according to Lithuanian Republic requirements.

1. How to Calculate Physical Inventory Journal lines

Then Physical Inventory is processed item balances must be calculated to Physical inventory journal. In Search enter **Physical Inventory Journals**.

Select action Prepare -> **Calculate Inventory (LBC)**.

Physical Inventory Journals

Reminder: your work date is 4/12/2021 Use today | Change to... | Turn off reminder

Batch Name DEFAULT

Manage Post/Print **Prepare** Line Item Item Availability by Open in Excel More options

Calculate Inventory... Calculate Inventory (LBC)... Calculate Counting Period...

Calculate inventory

| Posting Date | Entry Type | Document No. | Item No. | Location Code | Code | Qty. (Calculated) | Amount (Calculated) |
|--------------|-----------------|--------------|----------|---------------|------|-------------------|---------------------|
| → 4/30/2021 | : Negative A... | TEST | | | | 0 | 0 |

Fill in information in request page:

Calculate Inventory LBC
↗ ✕

Use default values from Last used options and filters ▾

Options

Posting Date 4/30/2021 📅

Document No. TEST

Items Not on Inventory.

Include Item without Transactions ...

By Dimensions

Calculate Amounts Yes ▾

Filter: Item

× No. ▾

+ Filter...

Filter totals by:

× Location Filter ▾

× Bin Filter ▾

+ Filter...

Filter: Warehouse Entry

+ Filter...

Advanced >

OK
Cancel

| Field name | Description |
|------------------------------------|--|
| Posting Date | Select posting date for physical inventory journal entries. |
| Document No. | Enter Document No. for physical inventory journal entries. |
| Items Not on Inventory | This setup includes items, which have no balance, to physical inventory journal lines. |
| Include Items without Transactions | This setup includes items, which had no entries, to physical inventory journal lines. |
| By Dimensions | To group item balances by dimensions, dimensions must be selected. |
| Calculate Amounts | Selections: Yes or No . <ul style="list-style-type: none"> Yes – if we want to see Item Cost Amount (actual) in physical inventory journal line. |

| Field name | Description |
|--|--|
| | <ul style="list-style-type: none"> No – if we do not want to see Item Cost Amount (actual) in physical inventory journal line. |
| Filter: Item – item card filters may be used if needed. | |

After Calculate Inventory LBC is filled, click **OK**.

In physical inventory journal item lines are generated with Quantities **Qty.(Calculated)** and Amounts Amount (Calculated).

No date filter is used.

2. How to print report with Item balances from Physical Inventory journal

When Physical inventory journal lines are created a report with item list and balances (or not) can be printed. This report is used for calculating item balances.

In Physical inventory journal click Actions > **Print**.

Phys. Inventory List LBC
🔖 ↗ ✕

Printer (Handled by the browser) ▾

Options

Show Qty. (Calculated)

Show Serial/Lot Number

Show Variant Code

Filter: Item Journal Batch

× Journal Template Name PHYS. INVE ▾

× Name DEFAULT

+ Filter...

Filter: Item Journal Line

× Department Code ▾

× Customergroup Code ▾

× Location Code ▾

× Bin Code ▾

+ Filter...

Advanced >

Send to... Print Preview & Close Cancel

Fill in the information:

| Field name | Description |
|------------------------|--|
| Show Qty. (Calculated) | Select whether to print calculated item quantity or not. |
| Show Serial/Lot Number | Select whether to print Serial/Lot number or not. |
| Show Variant Code | Select whether to print Variant Code or not. |

Click **Print** or **Preview&Close**.

| Phys. Inventory List | | | | | | | | | | Wednesday, April 7, 2021 | |
|----------------------|--------------|----------|----------------------------|--------------|-----------------|---------------------|---------------|----------|-------------------|--------------------------|--|
| Cronus | | | | | | | | | | Page 1 | |
| | | | | | | | | | | SOFTERA\GIELIB | |
| Posting Date | Document No. | Item No. | Description | Variant Code | Department Code | Customer Group Code | Location Code | Bin Code | Qty. (Calculated) | Qty. (Phys. Inventory) | |
| 04/30/21 | TEST | 1896-S | ATHENS Desk | | | | | | 2 | | |
| 04/30/21 | TEST | 1906-S | ATHENS Mobile Pedestal | | | | | | 5 | | |
| 04/30/21 | TEST | 1908-S | LONDON Swivel Chair, blue | | | | | | 5 | | |
| 04/30/21 | TEST | 1920-S | ANTWERP Conference Table | | | | | | 10 | | |
| 04/30/21 | TEST | 1928-S | AMSTERDAM Lamp | | | | | | 6 | | |
| 04/30/21 | TEST | 1936-S | BERLIN Guest Chair, yellow | | | | | | 100 | | |
| 04/30/21 | TEST | 1953-W | Guest Section 1 | | | | | | -49 | | |
| 04/30/21 | TEST | 1960-S | ROME Guest Chair, green | | | | | | 2 | | |
| 04/30/21 | TEST | 1964-S | TOKYO Guest Chair, blue | | | | | | 4 | | |
| 04/30/21 | TEST | 1965-W | Conference Bundle 2-8 | | | | | | -81 | | |
| 04/30/21 | TEST | 1969-W | Conference Package 1 | | | | | | -7 | | |
| 04/30/21 | TEST | 1996-S | ATLANTA Whiteboard, base | | | | | | 10 | | |
| 04/30/21 | TEST | 2000-S | SYDNEY Swivel Chair, green | | | | | | 38 | | |

3. How to enter physical inventory results

When the physical inventory is complete and we want to enter quantities found during the physical inventory in the system, open in search **Physical Inventory Journal**.

In Physical Inventory Journal field **Qty.(Phys.Inventory)** enter the actual quantities.

If the entered **Qty.(Phys.Inventory)** is bigger than calculated according to the accounting data **Qty. (Calculated)**, the line entry type changes to **Positive Adjmt.**, if smaller - **Negative Adjmt.**. The differences appear in the **Quantity** column.

| Posting Date | Entry Type | Document No. | Item No. | Description | Location Code | Salespers./Purch. Code | Qty. (Calculated) | Amount (Calculated) | Qty. (Phys. Inventory) | Quantity | Unit Amount | Amount |
|--------------|-----------------|--------------|----------|----------------------------|---------------|------------------------|-------------------|---------------------|------------------------|----------|-------------|----------|
| 4/30/2021 | Positive Adjmt. | TEST | 1896-S | ATHENS Desk | | | 2 | 1,013.20 | 4 | 2 | 506.60 | 1,013.20 |
| 4/30/2021 | Positive Adjmt. | TEST | 1906-S | ATHENS Mobile Pedestal | | | 5 | 1,097.50 | 5 | 0 | 219.50 | 0.00 |
| → 4/30/2021 | Negative Adjmt. | TEST | 1908-S | LONDON Swivel Chair, blue | | | 5 | 480.50 | 3 | 2 | 96.10 | 192.20 |
| 4/30/2021 | Positive Adjmt. | TEST | 1920-S | ANTWERP Conference Table | | | 10 | 3,280.00 | 10 | 0 | 328.00 | 0.00 |
| 4/30/2021 | Positive Adjmt. | TEST | 1928-S | AMSTERDAM Lamp | | | 6 | 166.80 | 6 | 0 | 27.80 | 0.00 |
| 4/30/2021 | Positive Adjmt. | TEST | 1936-S | BERLIN Guest Chair, yellow | | | 100 | 9,750.00 | 100 | 0 | 97.50 | 0.00 |

It is important to indicate the **Gen. Bus. Posting Group** in the journal lines so that the inventory results are registered to the right G/L accounts.

After entering the results, click **Post/Print > Post**.

4. What to do if the quantity of the item was found which is not In the physical inventory journal line

Open Physical Inventory Journal.

In action pane click Prepare > **Calculate Inventory (LBC)**.

Fill in the information needed, and this time select the setup **Items Not on Inventory** and enter **Item No.** filter.

Calculate Inventory LBC

Use default values from Last used options and filters

Options

Posting Date 4/30/2021

Document No. TEST

Items Not on Inventory.

Include Item without Transactions ...

By Dimensions

Calculate Amounts Yes

Filter: Item

× No. 1936-S

+ Filter...

Filter totals by:

× Location Filter

× Bin Filter

+ Filter...

When the line is inserted, enter the quantity in **Qty. (Phys.Inventory)**.

5. How to update physical journal line amounts, then they are created using other apps (integration)

In case you are using warehouse management app and it can create physical inventory journal lines, the amounts in these lines should be updated using function **Update Amount (LBC)**.

To use this function **Inventory setup** tab LBCPI Phys. Inv. Calculation should be filled.

Inventory Setup

General | Posting | Journal Templates | More options

Automatic Cost Posti... Item Descr. to ...
 Automatic Cost Adju... : Never Posting Desc. Code :
 Default Costing Meth... : FIFO Physical Inventory Lis... : 70302501
 Prevent Negative Inv... : Inventory Calculate A... : No
 Skip Prompt to Creat... :

Location

Location Mandatory :

Dimensions >

Numbering >

LBCPI Phys. Inv. Calculation

| | |
|---|---------------------------------------|
| Inventory Upd. Amou... : 70430253 | Inventory Upd. Amou... : 6501 |
| Field Name : Phys. Inv. Lot No. (SWMS) | Field Name : Lot No. |
| Inventory Upd. Amou... : 70430254 | Inventory Upd. Amou... : 6500 |
| Field Name : Phys. Inv. Serial No. (SWMS) | Field Name : Serial No. |
| Inventory Upd. Amou... : 70430256 | Inventory Upd. Amou... : 7043027 |
| Field Name : Phys. Inv. Lic. Plate No. (SWMS) | Field Name : License Plate No. (SWMS) |
| Inventory Upd. Amou... : 0 | Inventory Upd. Amou... : 0 |
| Field Name : | Field Name : |

Journal fields values which should be filtered

Matching Item ledger entry fields, which should be filtered

When setup is filled, function Update Amounts LBC can be run:

Update Phys. Inv. Amount LBC

↗ ✕

Options

Match Dimensions :

Advanced >

When you click Ok, Amounts are updated in Physical inventory journal lines according to setup made.

6. How to fill General Business Posting Group code in Physical inventory lines?

To post physical inventory results to dedicated G/L accounts specific General Buss. Posting groups should be used. In order not to enter this code manually special function was created.

In Physical Inventory journals open Prepare > **Update Lines (LBC)**.

Update Physical Inventory Journal Lines LBC

GroupName

Default Gen. Bus. Post. Gr. INVENT.TRUK

Filter: Item Journal Line

× Entry Type Negative Adjmt.

+ Filter...

Advanced >

OK Cancel

In field **Default Bus.Post. Gr.** Select **posting group** code, in field **Entry type** select entries for which these posting group codes should be entered.
If you want to select different Gen. Buss. Posting groups for Negative and Positive adjustment lines, just run this function two times.

7. How to print report Physical Inventory Document

In search enter **Phys.Inventory Document LBC**.

Phys.Inventory Document LBC 🔖 ↗ ✕

Printer (Handled by the browser) ▾

Filters

Document No. TEST ...

Posting Date 4/30/2021

Location Code

Document No. to Print TEST

General for Document

Order No. 0001

Order Date 4/29/2021 📅

No. of Decimal Places 2

Inventory Information

Date 4/30/2021 📅

Time 9:00:00 AM

Date 4/30/2021 📅

Time 5:00:00 PM

| Field Name | Description |
|---------------------------|--|
| Document No. | Select Document No. from the list or enter manually. |
| Posting Date/Location No. | Fills in automatically when Document No. is selected. |
| Document No. to Print | Fills in automatically if Document No. is selected but may be changed if needed. |
| Order No. | Enter Order No. |
| Order Date | Enter Order date. |
| No. of Decimal Places | Specifies the number of decimal places to print. |

Inventory Information

Date: 4/30/2021

Time: 9:00:00 AM

Date: 4/30/2021

Time: 5:00:00 PM

Members of the Commission

Chairman of the Commission: EH

Member 1: JO

Member 2: LT

Member 3: MH

Member 4:

Responsible Person: OF

Other Information

Reconciliation Date: 5/1/2021

Checked by: RB

Print first/last pages:

Advanced >

Send to... Print Preview Cancel

| Field name | Description |
|-------------------------------------|---|
| Date | Enter physical inventory start date. |
| Time | Enter physical inventory start time. |
| Date | Enter physical inventory completion date. |
| Time | Enter physical inventory completion time. |
| Chairman of the Commission | Select the chairman of the commission from employee list. |
| Member 1/Member 2/Member 3/Member 4 | Select commission members from employee list. |
| Responsible Person | Select responsible person from employee list. |
| Reconciliation Date | Enter reconciliation date. |
| Checked by | Select person from employee list. |

| Field name | Description |
|------------------------|---|
| Print first/last pages | Specifies whether to print first and last pages or not. |

When the information is filled, click **Print** or **Preview**.

First page

| | | |
|--|---|--------------------------------|
| PHYS.INVENT | | Page 1/3 |
| 5 The Ring Westminster London GB | | |
| Registration No.: | | |
| PHYSICAL INVENTORY DOCUMENT No. TEST. | | |
| Asset Location | _____ | _____ |
| | <small>(name)</small> | <small>(address)</small> |
| Responsible Person | <u>Managing Director</u> | <u>Otis Falls</u> |
| | <small>(job title)</small> | <small>(name, surname)</small> |
| Physical Inventory Order No. 0001, 2021-04-29 | | |
| Inventory conducted according to 2021-04-30 accounting data. | | |
| Physical Inventory Started | <u>2021-04-30 09:00</u> | |
| | <small>(year, month, day, hour, minute)</small> | |
| Physical Inventory Ended | <u>2021-04-30 17:00</u> | |
| | <small>(year, month, day, hour, minute)</small> | |
| Chairman of the Commission | <u>Secretary</u> | <u>Ester Henderson</u> |
| | <small>(job title)</small> | <small>(name, surname)</small> |
| Members of the Commission | <u>Sales Manager</u> | <u>Jim Olive</u> |
| | <small>(job title)</small> | <small>(name, surname)</small> |
| | <u>Designer</u> | <u>Lina Townsend</u> |
| | <small>(job title)</small> | <small>(name, surname)</small> |
| | <u>Production Assistant</u> | <u>Marty Horst</u> |
| | <small>(job title)</small> | <small>(name, surname)</small> |

| | | | |
|--|--|---|-------------|
| PHYS.INVENT | | | Page 3/3 |
| 5 The Ring Westminster London GB | | | |
| Registration No.: | | | |
| PHYSICAL INVENTORY DOCUMENT No. TEST. | | | |
| Asset Location | (name) | (address) | |
| Responsible Person | Managing Director <small>(job title)</small> | Otis Falls <small>(name, surname)</small> | (signature) |
| Last entry line No. | 10 | | |
| Actually found assets | 182.00 <small>(quantity)</small> | one hundred eighty two <small>(amount in words)</small> | |
| | 27,917.80 <small>(cost amount)</small> | Twenty seven thousand nine hundred seventeen GBP 80 <small>(amount in words)</small> | |
| Chairman of the Commission | Secretary <small>(job title)</small> | Ester Henderson <small>(name, surname)</small> | (signature) |
| Members of the Commission | Sales Manager <small>(job title)</small> | Jim Olive <small>(name, surname)</small> | (signature) |
| | Designer <small>(job title)</small> | Lina Townsend <small>(name, surname)</small> | (signature) |
| | Production Assistant <small>(job title)</small> | Marty Horst <small>(name, surname)</small> | (signature) |
| Inventory Document No. TEST. with accounting data was checked by | Production Manager <small>(job title)</small> | Robin Bettencourt <small>(name, surname)</small> | (signature) |
| Reconciliation Date | 2021-05-01 <small>(date)</small> | | |

If inventory data of several locations is posted under one inventory Document No., the report of the other locations will be printed below with separate first and last pages.

8. How to print report Inventory Reconciliation Document

In search enter **Inv.Reconciliation Document LBC.**

Inv.Reconciliation Document LBC 🏠 ↗ ✕

Printer (Handled by the browser) ▾

Options

Reconciliation Document No. REC01

Inventory Document No. TEST ...

Posting Date 4/30/2021 📅

Responsible Person RB ▾

Accountant OF ▾

No. of Decimal Places 2

Advanced >

| Field name | Description |
|-----------------------------|---|
| Reconciliation Document No. | Enter reconciliation Document No. |
| Inventory Document No. | Select posted physical inventory entry Document No. |
| Posting Date | Fills in automatically when Inventory Document No. is selected. |
| Responsible employee | Select responsible employee from employee list. |
| No. of Decimal places | Specifies the number of decimal places to print. |

Click **Print** or **Preview**.

First page

PHYS.INVENT
5 The Ring Westminster London GB
Registration No.:

Page 1/2

INVENTORY RECONCILIATION DOCUMENT Nr. REC01

Asset Location _____
(name) (address)

Inventory Description No. TEST., prepared on 2021-04-30.

Result of Reconciliation:

| | | |
|------------|-------|----------|
| Surplus | _____ | 1,013.20 |
| | | (amount) |
| Deficiency | _____ | -192.20 |
| | | (amount) |

Acquainted with the Results of Reconciliation _____
(job title) (signature) (name, surname)

Decision made _____

Manager of Company _____
(job title) (name, surname) (signature)

Accountant _____
Managing Director _____
(job title) (name, surname) (signature)

INVENTORY RECONCILIATION DOCUMENT Nr. REC01

Asset Location

(name)

(address)

| Line No. | Item No. | Item Description | Unit of Measure | Unit Cost | Total Remaining Quantity for Accounting | | Actually found Remaining Total Quantity | | Inventory Deficiency | | Inventory Surplus | |
|----------|----------|----------------------------|-----------------|-----------|---|----------|---|----------|----------------------|---------|-------------------|----------|
| | | | | | Quantity | Amount | Quantity | Amount | Quantity | Amount | Quantity | Amount |
| 1 | 1896-S | ATHENS Desk | PCS | 506.6 | 2.00 | 1,013.20 | 4.00 | 2,026.40 | 0.00 | | 2.00 | 1,013.20 |
| 2 | 1906-S | ATHENS Mobile Pedestal | PCS | 219.5 | 5.00 | 1,097.50 | 5.00 | 1,097.50 | 0.00 | | 0.00 | |
| 3 | 1908-S | LONDON Swivel Chair, blue | PCS | 96.1 | 5.00 | 480.50 | 3.00 | 288.30 | -2.00 | -192.20 | 0.00 | |
| 4 | 1920-S | ANTWERP Conference Table | PCS | 328.00 | 10.00 | 3,280.00 | 10.00 | 3,280.00 | 0.00 | | 0.00 | |
| 5 | 1928-S | AMSTERDAM Lamp | PCS | 27.8 | 6.00 | 166.80 | 6.00 | 166.80 | 0.00 | | 0.00 | |
| 6 | 1936-S | BERLIN Guest Chair, yellow | PCS | 97.5 | 100.00 | 9,750.00 | 100.00 | 9,750.00 | 0.00 | | 0.00 | |
| 7 | 1960-S | ROME Guest Chair, green | PCS | 97.5 | 2.00 | 195.00 | 2.00 | 195.00 | 0.00 | | 0.00 | |
| 8 | 1964-S | TOKYO Guest Chair, blue | PCS | 97.5 | 4.00 | 390.00 | 4.00 | 390.00 | 0.00 | | 0.00 | |
| 9 | 1996-S | ATLANTA Whiteboard, base | PCS | 707.2 | 10.00 | 7,072.00 | 10.00 | 7,072.00 | 0.00 | | 0.00 | |
| 10 | 2000-S | SYDNEY Swivel Chair, green | PCS | 96.1 | 38.00 | 3,651.80 | 38.00 | 3,651.80 | 0.00 | | 0.00 | |

Accountant

Managing Director

Otis Falls

(job title)

(name, surname)

(signature)

(date)

If inventory data of several locations is posted under one inventory Document No., the report of the other locations will be printed below with separate first and last pages.

9. How to disable Physical Inventory for Lithuania usage

To disable Physical Inventory app usage, follow these steps:

1. Open **Inventory Setup**, change **Inventory Calculate Amount** to **No**, **Physical Inventory List report ID** to 722 (standard BC report) or other required. Value in field **Use LBC PI in This Company** will change automatically:

Inventory Setup

General | Posting | Journal Templates | More options

General Show less

| | | | |
|--------------------------|-------------------------------------|----------------------------|-------------------------------------|
| Automatic Cost Posting | <input checked="" type="checkbox"/> | Inbound Whse. Handl... | <input type="text"/> |
| Expected Cost Posting... | <input type="checkbox"/> | Prevent Negative Inve... | <input checked="" type="checkbox"/> |
| Automatic Cost Adjus... | <input type="text" value="Always"/> | Variant Mandatory if E... | <input type="checkbox"/> |
| Default Costing Meth... | <input type="text" value="FIFO"/> | Skip Prompt to Create... | <input type="checkbox"/> |
| Average Cost Calc. Type | <input type="text" value="Item"/> | Copy Item Descr. to E... | <input checked="" type="checkbox"/> |
| Average Cost Period | <input type="text" value="Day"/> | Posting Desc. Code | <input type="text" value="ITEM"/> |
| Copy Comments Ord... | <input checked="" type="checkbox"/> | Use LBC PI in This Co... | <input type="checkbox"/> |
| Copy Comments Ord... | <input checked="" type="checkbox"/> | Physical Inventory List... | <input type="text" value="722"/> |
| Outbound Whse. Han... | <input type="text"/> | Inventory Calculate A... | <input type="text" value="No"/> |

2. If users had assigned Permission Set **LBCPI SUPER**, it must be removed from User permission set. If user uses standard Permission Sets like SUPER or D365 Basic all necessary Codeunits will be included, no additional setup required.
3. Users should have Permission Set **LBCPI INDIRECT**.