

# How can I use the parts that are in my stock

When you click the "Order" icon in a job and a part in the claim is in your stock you will see the following screen:

Order Parts
✕

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**In Stock**

<input type="checkbox"/>	Quant.	Number	Name	Price
<input type="checkbox"/>	1.00	3979	oIL FILTER	£ 6.99

Order

Search

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**To Order**

<input checked="" type="checkbox"/>	Quant.	Number	Name	Price
<input checked="" type="checkbox"/>	1.00	3979	oIL FILTER	£ 0.00

Order

**Mode** Order

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**Existing orders**

Add Line    Results: Viewing items 1-3 of 3.

Job Order	Estimate number.	Number	Description	Quant.	Recvd. ^	Status
19	1		achterbumper compleet	1	0	Pending
19	1		bumperspoiler a	1	0	Pending
19	1		parkeersensor a	1	0	Pending

**Previous orders (1)**    **Deliveries**

Previous | 1 | Next

If you want to use this part tick the case before the stock line and click on the order button.

You will get a new screen where you will see the part status as "Received"

**Job # 150060**

Order nr: 20 Stock order  
 Make: PEUGEOT  
 Model: 4008  
 Supplier: Best Parts Co  
 Supplier Invoice Nr:   
 Comment: Received from Stock

Creator: Jean-Marie Smets  
 Creation Date: 07-08-2017 14:56  
 Order date: 07-08-2017 13:56  
 Location: Demo Repair Services  
 Status: Finished  
 Preferred Supply Date: 07-08-2017  
 Purchase Value: £ 3.81  
 Sale Value: £ 6.99     Use Totals  
 Estimation

Save   
 Calculate Total   
 Communicate

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Add Line    Results: 1 item found.

#	Partnumber	Description	Quant.	Recvd.	Sale	Discount%	Purchase	Total Sale	Total Purchase	Status	Status date
<input type="checkbox"/>	1	Oil Filter	1	1	£ 6.99	45.49 % Rebate	£ 3.81	£ 6.99	£ 3.81	Received (1/1)	07-08-2017
Total received								£ 6.99	£ 3.81		

Update selected lines - Set status to - Select One -

Previous | | Next

In your "stock" menu, you can now see that the amount of this part is passed from 2 to 1.

New		Results: Viewing items 1-2 of 2.					Previous   1   Next		
	Make	Model	Number	Description	Min	Max	Quantity	Purchase Price	Sale Price
 			123456	Test part	5	15	25.00	£ 9.95	£ 14.95
 			3979	Oil Filter	1	3	1.00	£ 3.81	£ 6.99

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