



## Receiving Serial Entry Plugin

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### Overview

The Receiving Serial Entry plugin in Sales Pad gives you the ability to key in multiple serial numbers for one item for one receipt.

### Security

In the Sales Pad Security Editor ( Modules > Security Editor), search for Receiving Serial Entry and click the check box to enable the functionality. In the security sub- settings, set *Allow Over Receiving* to True. This allows you to enter more serial numbers than quantity.



### Usage

Go to the SalesPad Receiving module ( Modules > Receiving) and search for and select an order.

Click the ellipsis (...) on the Serial/ Lot( s) column of a serial tracked item. A new window automatically pops up.

**Note:** the window should only pop up if the item is serial tracked.



Within the window, you can type or scan in multiple serial numbers for the item. Click **OK** when you are finished.