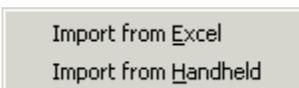
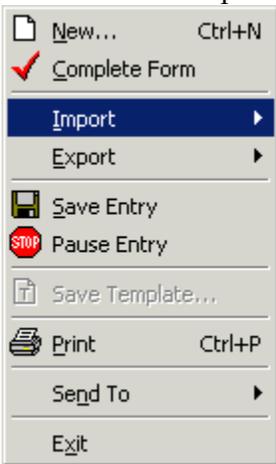


Import Inventory Via Excel spreadsheet after it was been exported.

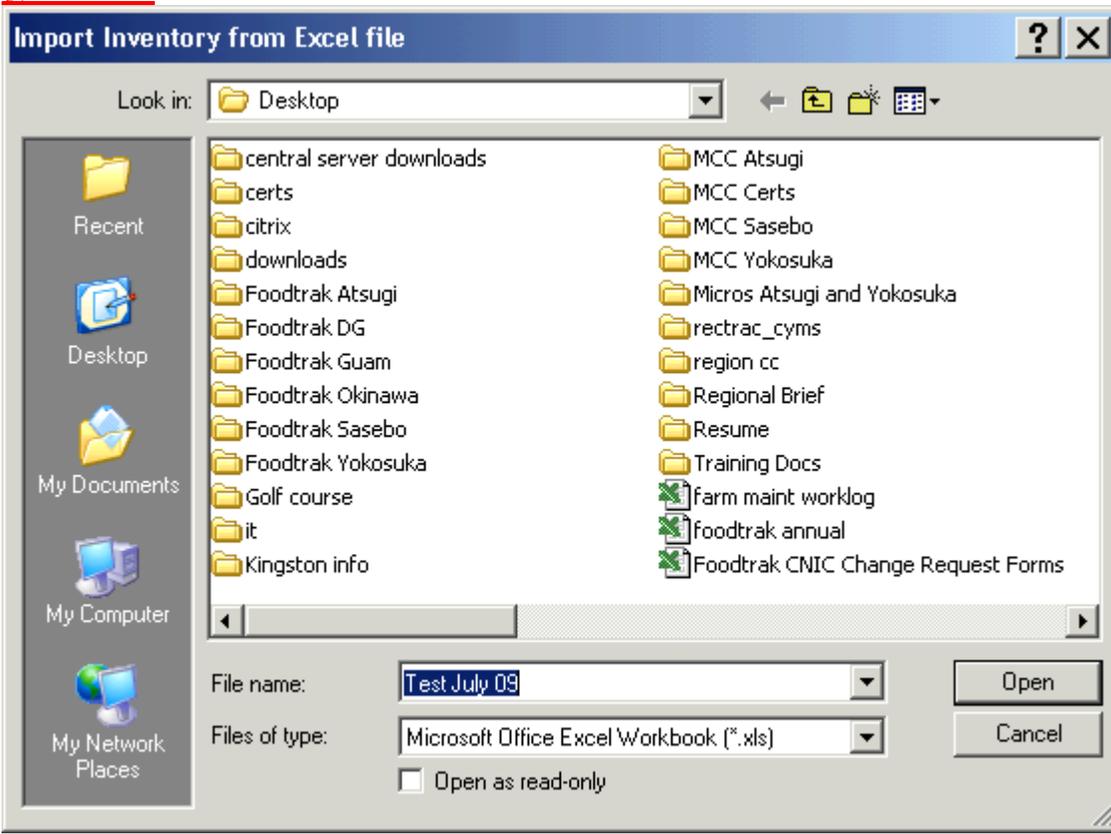
1. Open the original inventory you exported the items from

Item Name	Quantity	Unit	Ovr	Cost	Extension	Notes
#1 COLD STORAGE (Alphabetical)						
1 BREAD SOURDOUGH LOAF SLICED		case	<input type="checkbox"/>	\$25.67	\$0.00	
1 BUTTER PATS 90 CUT AA		case	<input type="checkbox"/>	\$45.62	\$0.00	
1 BUTTER SOLIDS UNSALTED AA		case	<input type="checkbox"/>	\$44.70	\$0.00	
1 CAKE UNICED FULL SHEET YELLOW		case	<input type="checkbox"/>	\$48.23	\$0.00	
1 CHICKEN BREAST 48/ 5 OZ		case	<input type="checkbox"/>	\$36.14	\$0.00	
1 CHICKEN BREAST BNLS/SKLS SPLIT NAT 32/5OZ		case	<input type="checkbox"/>	\$26.00	\$0.00	
1 CHICKEN BREAST JUMBO BNLS/SKLS RNDM		case	<input type="checkbox"/>	\$69.21	\$0.00	
1 CHICKEN DICED ALL WHITE FRYER 1/2" COOKED		case	<input type="checkbox"/>	\$39.72	\$0.00	
1 CHICKEN DINOSAURS		case	<input type="checkbox"/>	\$24.17	\$0.00	
1 CHICKEN FRY 8 CUT		case	<input type="checkbox"/>	\$42.13	\$0.00	
1 CHICKEN HALVES SMALL IQF		case	<input type="checkbox"/>	\$43.70	\$0.00	
1 CHICKEN POPCORN BITES ORIGINAL		case	<input type="checkbox"/>	\$27.01	\$0.00	
1 Chicken Popcorn Tempura		case	<input type="checkbox"/>	\$104.45	\$0.00	
1 CHICKEN TENDER BREADED RTC		case	<input type="checkbox"/>	\$29.71	\$0.00	
1 CHICKEN THIGH MEAT BNLS/SKLS		case	<input type="checkbox"/>	\$55.93	\$0.00	

2. Click File>Import>Import from Excel



Navigate to the file you want to import. ***"This must exactly match the file you exported except for the Quantities"***



Choose your file and click Open. This process takes a few minutes to completed. When completed you will see a dialog box like this stating <import successful>



All the number that was filled in the excel spread sheet now will fill the inventory form. Complete as normal. Make any adjustments as needed.