



mira

**Software for material and tool
management**

MANUAL

PACKAGING

MIRA Software is a product of **IZIT bv**
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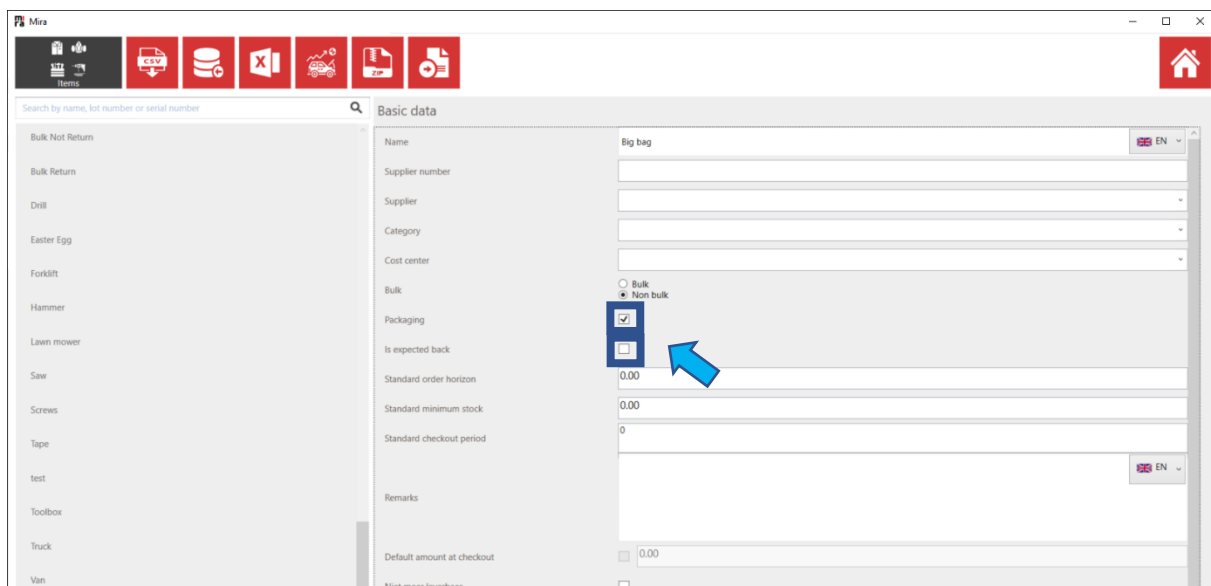
1. Create a packaging (item)

Start from the basic data and go to the item sheet to create a new item.



Click on the additional option 'Packaging' and 'Save'. It is also important to indicate whether the packaging is expected back or not. When you create an item, you can assign the property 'packaging' to it with the following restrictions:

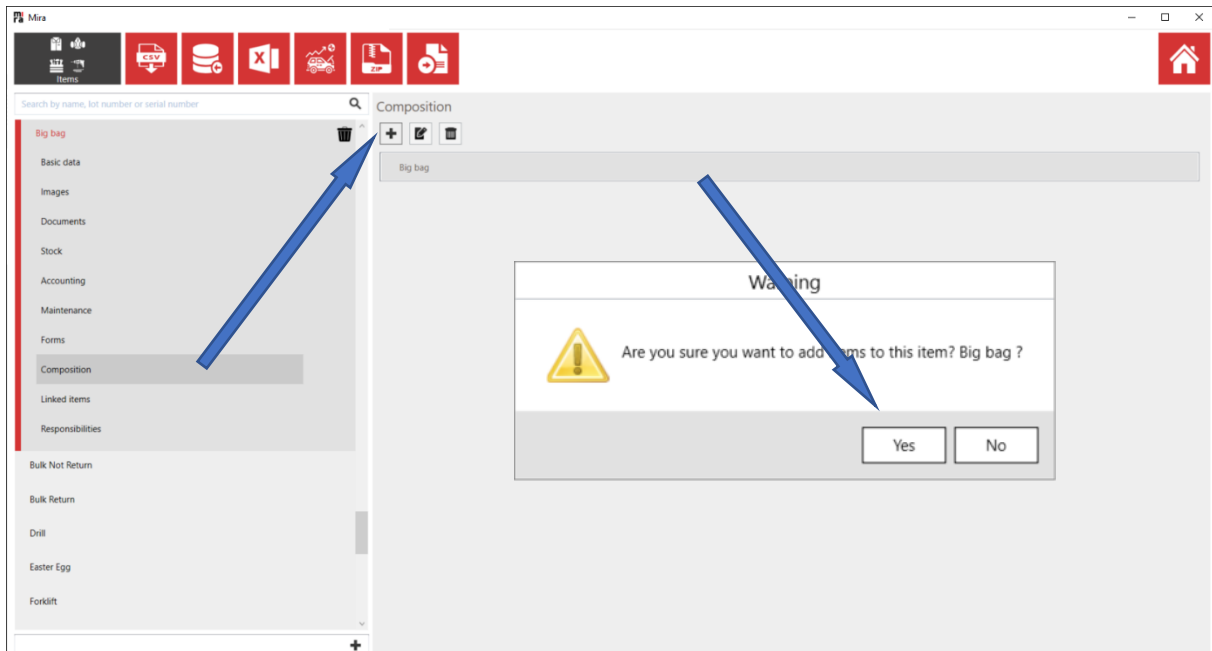
- A packaging item can never be bulk stock, but it can contain bulk stock.
- A packaging item can only contain one item at a time. However, different stock numbers of that item can be in the packaging together. This is the main difference with a composite item, which can consist of different items.
- Once a packaging item has been created and 'filled' (see further), it can no longer be changed.



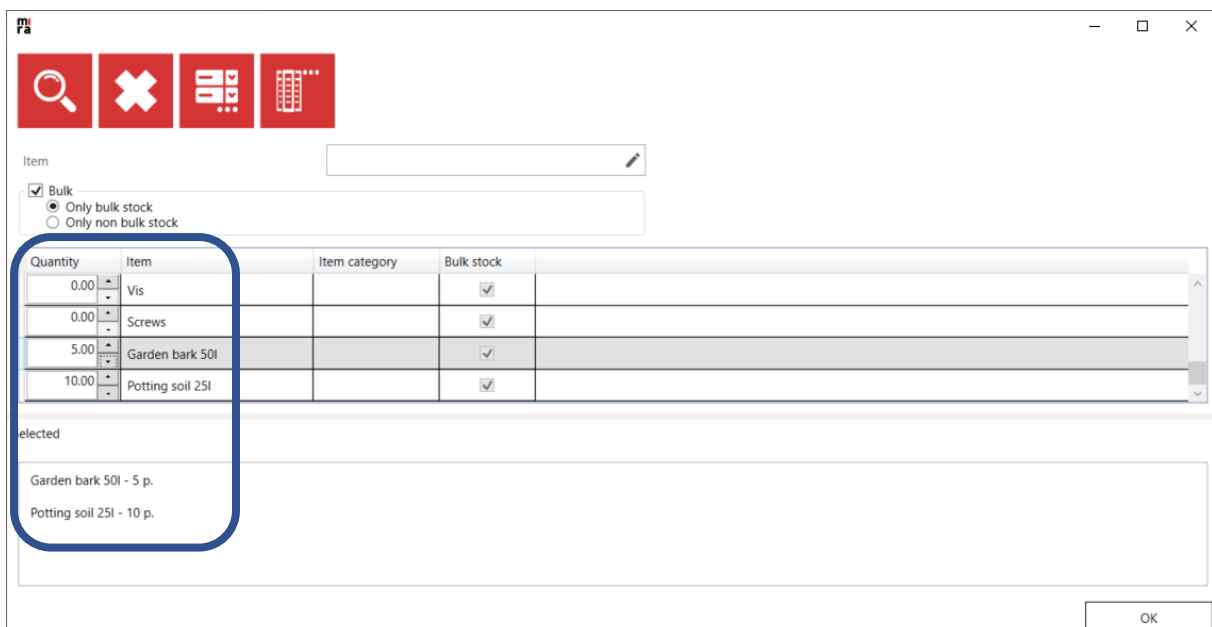
Determining contents

Once you have created a packaging item, you must determine what its contents can be, in other words: with which items this packaging can be filled.

You do this via the options 'composition' and then via the button with the '+ sign'.



You will get an overview of all items in MIRA and you can select one or more items which can be included in the packaging, with the desired number.

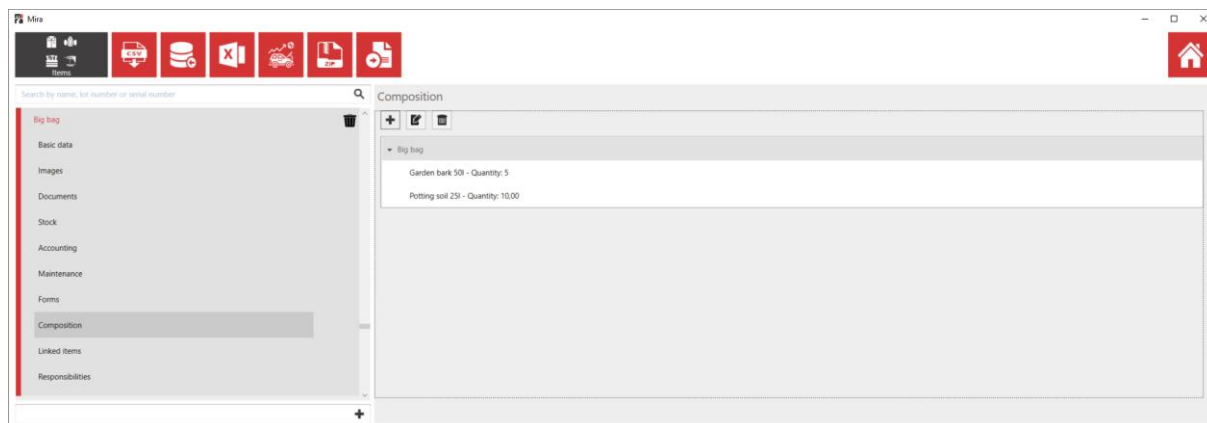


It is now determined what the content of the packaging can be. A packaging item can contain one or more item and corresponding quantities, but never several articles at once.

You can now fill the packaging item.

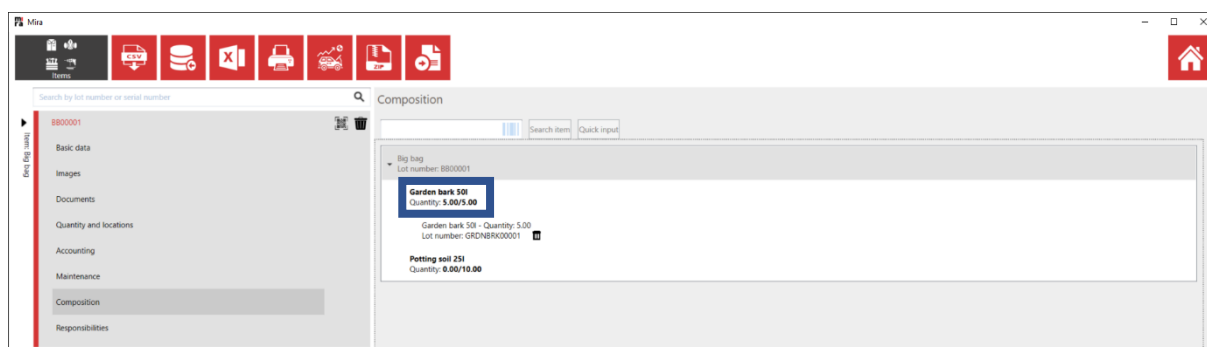
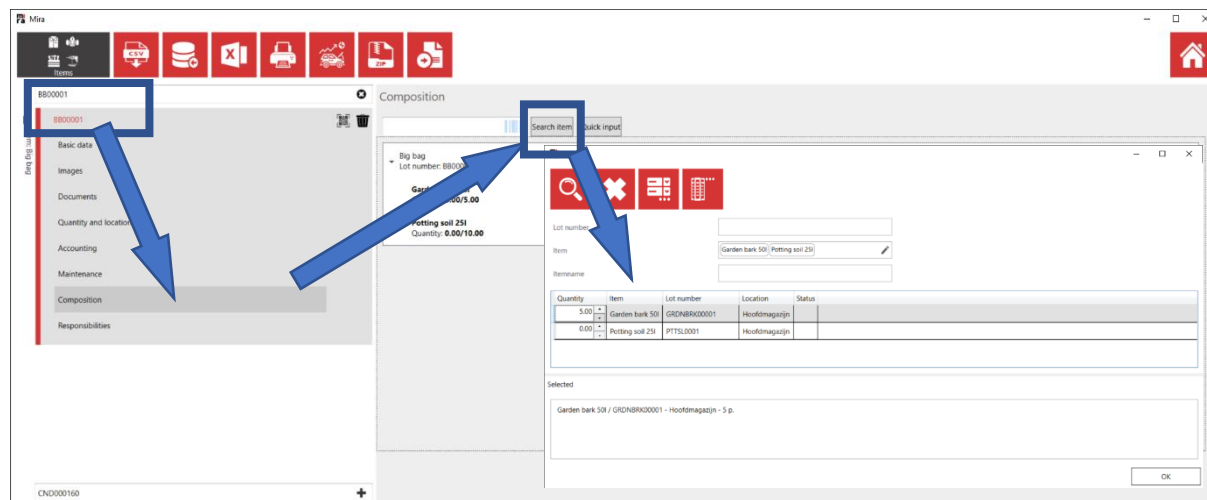
2. Filling

A packaging item behaves within MIRA as another (composed) item. This means that you first have to create the item and then generate stock (a lot number) for it. So you are not going to fill a package item, but a lot number that is linked to that package item.



To do this, you go to the created lot number -> 'Composition'. When you click on the button 'search item', you can select the item with which you want to fill the packaging item.

You also need to enter the exact number. Please note that the number that you allocate (fill up) may be less than the number that you have entered beforehand in 'determining content', but no more.

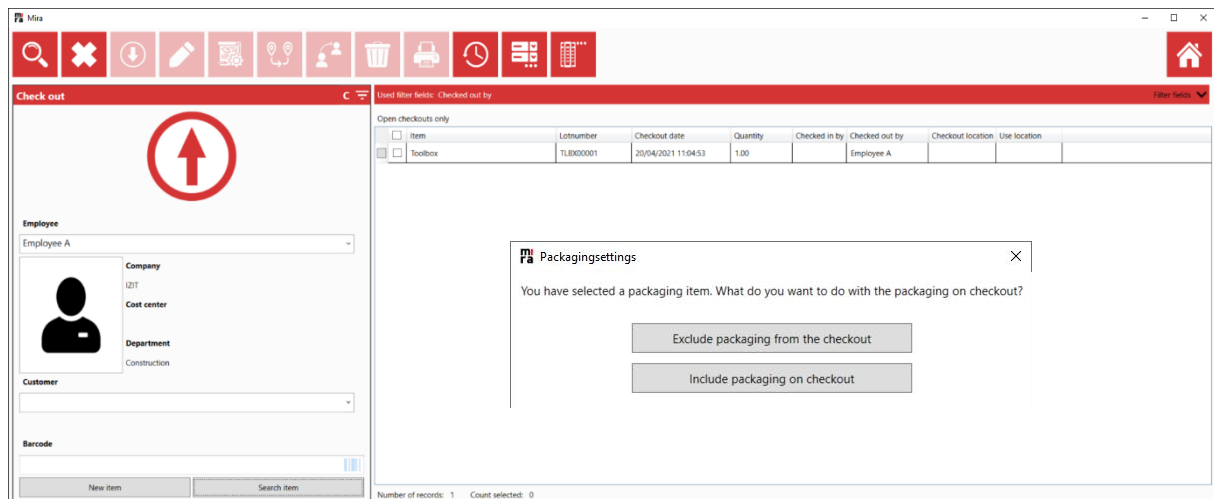


3. Checkout

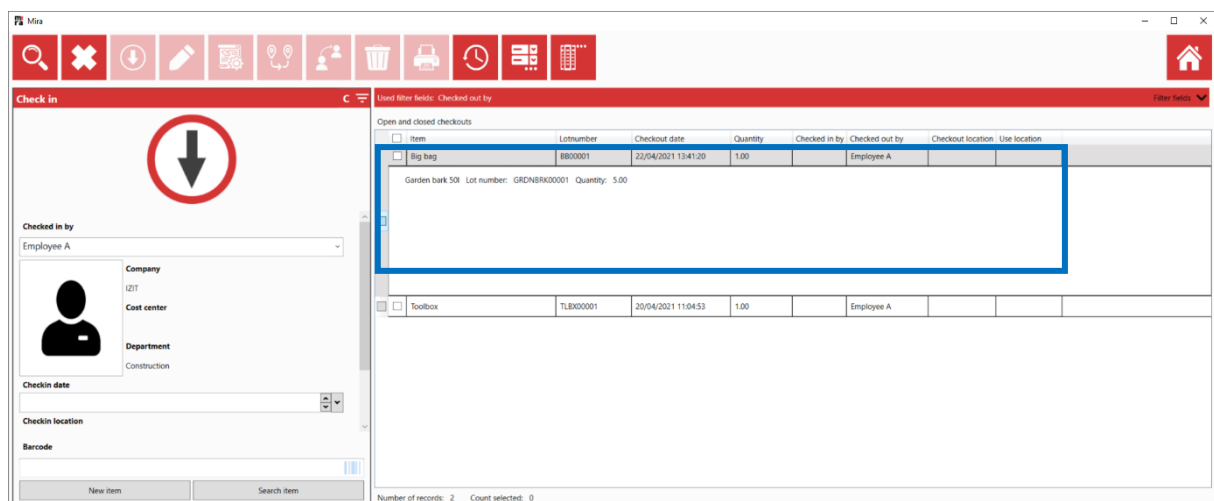
Checkout is done in the traditional way, but you will be asked whether the packaging must also be checked out.

If you choose not to check out the packaging along, only the contents will be checked out and the packaging item will be 'emptied'.

If you choose to check out the packaging, the entire contents will be lent out.



You will be able to consult the history of each packaging item as you would any other item, both via the checkout and consultation screen. If MIRA doesn't show the packaging in checkout, please check whether the item is expected back or not.

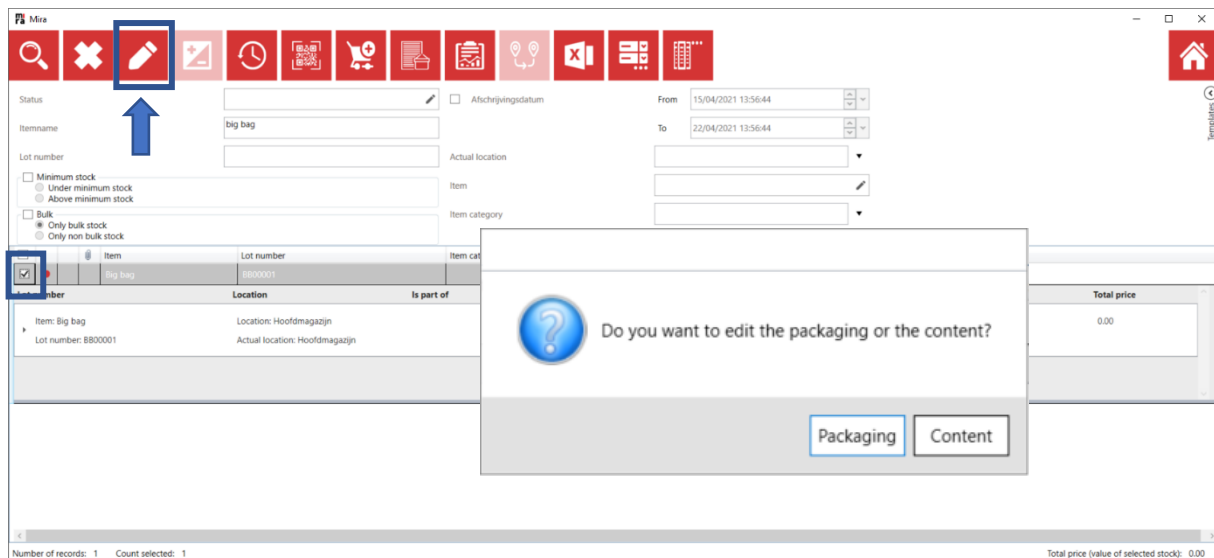


4. Adjusting a packaging

You can make an adjustment (numbers, other content, ...) to a packaging item in the item sheet.
(see Creating packaging items).

You can also adjust the packaging item via the stock consultation screen.

Adjust via stock -> consultation



When you want to customise the packaging item in this way, you have the choice between customising the packaging or customising the contents.

Customising the packaging

- Change composition
- Changing content
- Change location
- ...

Customising its contents

Allows you to make changes to the article itself (the content), e.g. cost prices, new locations, purchase prices, suppliers, ...

5. History of contents

U kan op elk moment de historie van een verpakking bekijken:

- Wat de inhoud op een bepaald verpakkingsartikel (lotnummer) op een bepaald moment was.
- Welke aantallen er op een bepaald moment in een verpakking (met een bepaald lotnummer) zaten.
- De graad van vulling.
- De operator verantwoordelijk voor de (gedeeltelijke) vulling.
- Enz.

The screenshot shows the MIRA software interface. The main window displays the 'History of stock' for lot number BB00001. The table below is a representation of the data shown in the screenshot:

Action	Date	Location	Quantity (+/-)	Quantity available	Reference	Remarks	Supplier	Total price	total quantity	Unit price	User
BOOKED IN	22/04/2021 13:05:40	Hoofdm	1.00	1.00				0.00	1.00	0.00	adm
NEW CONTENT	22/04/2021 13:24:21	Hoofdm	5.00	5.00				0.00	5.00	0.00	adm
PARTIALLY FILLED	22/04/2021 13:24:21	Hoofdm	5.00	5.00				0.00	5.00	0.00	adm
COMPLETELY FILLED	22/04/2021 13:24:21	Hoofdm	5.00	5.00				0.00	5.00	0.00	adm
DEFINITELY LENT OUT	22/04/2021 13:41:20	Hoofdm	-1.00	0.00				0.00	1.00	0.00	adm

Number of records: 5

Number of records: 1 Count selected: 1 Total price (value of selected stock): 0.00