

## Making a Stock Item Inactive

Before an item can be marked inactive the following validation checks must be satisfied, some of these are standard checks that Sage 50cloud Accounts would make if you were making the item inactive directly in Sage 50.

### Sage 50cloud Accounts

- ❖ The quantity in stock is zero.
- ❖ There are no stock allocations.
- ❖ This product is not part of a Bill of Materials (Although your bill of materials is now configured in Cim50 you may have some Sage 50 Bill of Materials details from when you migrated to Cim50).
- ❖ There are no outstanding Purchase Orders.

As well as the above Cim50 runs the following validation checks

### Cim50

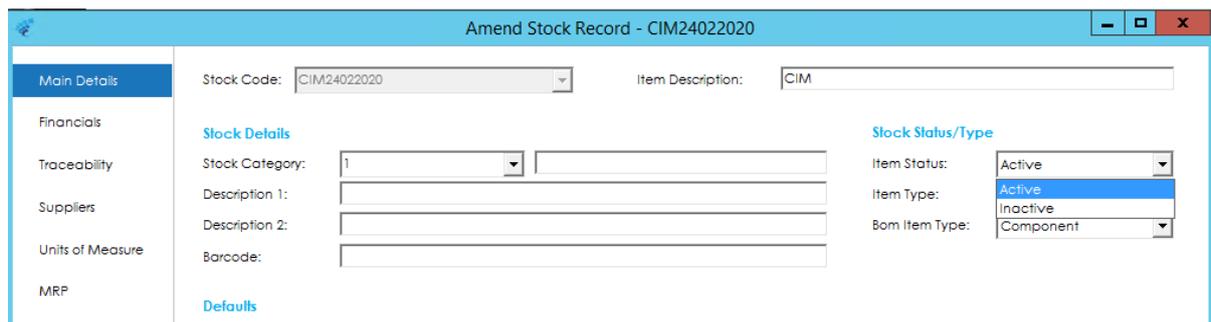
- ❖ There are no outstanding Sales Orders.
- ❖ There are no outstanding Works Orders (e.g., Not Complete or Cancelled).
- ❖ The product is not part of any Bill of Materials.

### Please note:

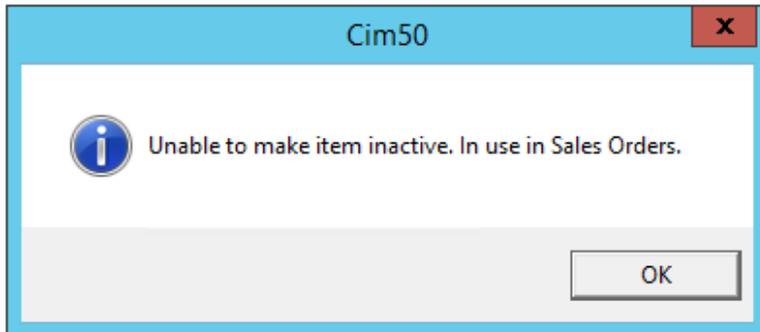
- ❖ If the item is on an open quote, it will be marked as a nonstock item if set to inactive.
- ❖ If an item is marked inactive while it is included in a current stock take, it will be set back to active when the stock take is updated.

Once the above checks have been satisfied you can amend the Stock item in Cim50 (Subject to Access rights) and select Inactive from the Item status dropdown.

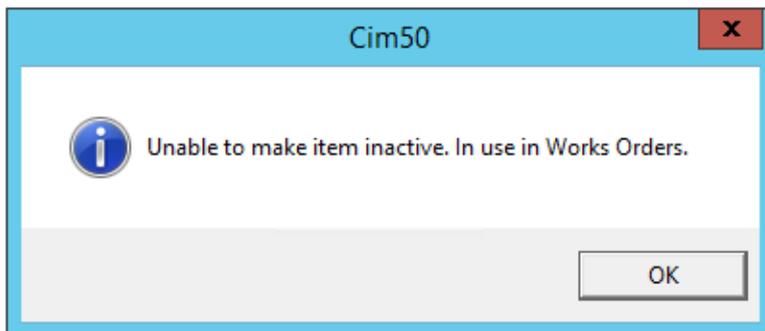
Please note - The Item status will be greyed out, even when amending the stock record if the item is in stock.



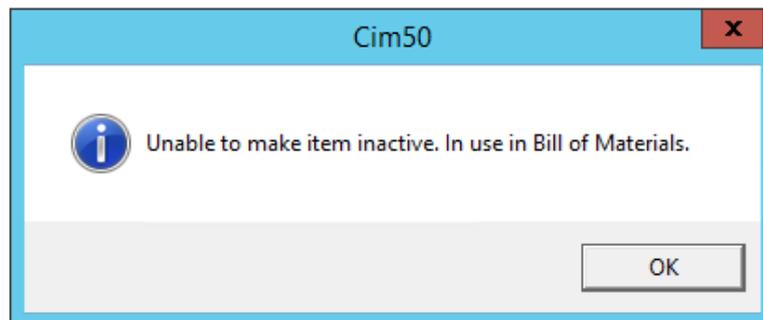
If when selecting Inactive one of the validation checks fail, you will receive a message to let you know the reason.



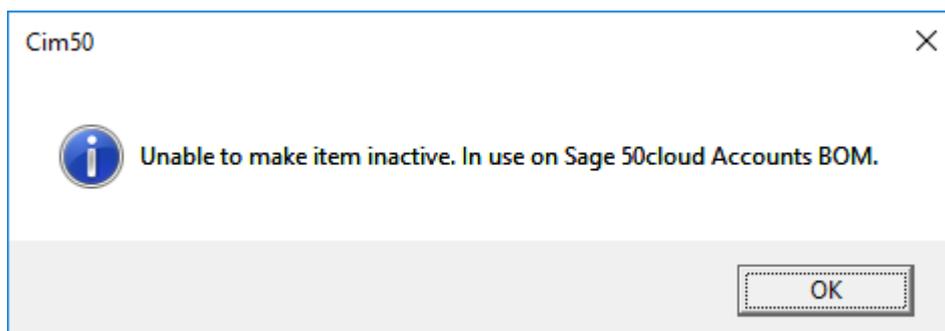
Or



Or



Or



For this message you will need to amend all Bill of Materials in Sage 50cloud Accounts that this item exists as a component.

This can be done from the Bill of Materials section when editing a Product and the item would need to be removed from all Bill of Materials it exists on.

Product Record - PC Combo Pack 1

Clear form Delete Refresh Print list Send to Excel

Details	Product Code	Assembly Level	Link Level	Description	Quantity
Bill of materials	CAS003	0	2	ATX Desktop Case	1.00
Discount	CDR001	0	2	CDR08432 Read/Write CD Drive	1.00
Web	HAR001	0	2	10gb Hard Drive	1.00
Memo	KEY001	0	6	Standard Keyboard	1.00
Activity	MEM001	0	1	DIMM 32mb 100Mhz	1.00
Sales	MON001	0	2	15" Monitor	1.00
Graph	MOTH001	0	2	MTH1000 Motherboard	1.00
	MOUSE004	0	6	Dual Wheel Mouse	1.00
	PCR001	0	1	PCR600 Processor	1.00
	VID001	0	1	8mb PCI Video Card	1.00

To help you identify which Sage 50cloud Accounts BOM you item exists in, the following report can be run from Cim50.



When an item is marked as inactive:

- ❖ It will show as Inactive in Sage 50cloud Accounts
- ❖ The Audit log will be updated
- ❖ It can no longer be seen by default from the Stock Control list view (Although can be seen by ticking Show Inactive Items)
- ❖ Will not be listed when adding components to Works Orders or Bill of Materials
- ❖ It can be deleted if required (See CIMi guide on deleting stock items)

An item marked as inactive can be set back active at any point.

If you have any further queries, please contact your support team.