

## Workday Inventory

Workday Inventory is a true cloud application that addresses the internal inventory management needs of today's businesses. It provides visibility across the entire inventory process to help organisations strategically manage cash flow, decrease costs, optimise stock levels, and support growth initiatives.

### Manage your internal supply chain

Workday provides an end-to-end solution to manage all aspects of the materials management process for goods and supplies that are used internally. In addition to purchasing and receiving goods in Workday Procurement, Workday Inventory offers the flexibility to store inventory items, and track how you use and replenish them. Need to add new inventory sites or more stocking locations, or even restructure the transaction approval business process? It's easy with Workday Inventory.

### Comprehensive counting and replenishment

Enable physical and cycle counting of items on a predefined basis and reconcile inventory levels based on counts. The flexible Workday framework allows you to generate stock requests by requisition sourcing, inventory replenishment, or ad hoc requests, and automate replenishment with auto-purchase requisitions or stock transfer requests. Workday also supports par inventory, so that you can manage, maintain, and replenish par levels in each par location.

### Real-time visibility and accuracy

A key to efficient inventory management is awareness. The modern Workday architecture ensures that your business is always reflected in real time, providing more-accurate reporting and analytics about your goods and supplies on hand. This intelligence provides insights into all transactions and associated business dimensions to help drive down costs.

### Mobile-first design

Whether on the floor or on the go, you can complete approval requests, view an actionable dashboard, and perform picking transactions on a mobile device. Mobile is built into the Workday core without the need for additional software or integrations.

### Single enterprise platform

Workday Inventory is fully unified with financial, employee, and purchasing information. It reduces the number of manual item or process handoffs, and creates transparency across the organisation to optimise cash flow and fund business growth.

### Key benefits

- Increase visibility across the entire inventory process, from item purchase to replenishment
- Drive greater cost control through more informed purchasing decisions
- Gain efficiencies by understanding how items are consumed with real-time reporting for goods on hand
- Minimise operational risk with configurable business processes that support fully automated put-away, replenishment, and purchase-requisition generation
- Improve staff productivity and accuracy with the ability to perform select transactions and view dashboards updated in real time on a mobile device
- Better comply with corporate policies with a full audit trail of inventory accounting transactions that are automatically generated using the perpetual average costing method



## Streamlined user experience

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|-------------------------|---|
| <b>Self-service</b>     | An intuitive, consumer-friendly user experience enables your staff to easily enter transactions, create stock requests, and process adjustments. Managers can drill into reports and monitor performance using the inventory dashboard. |
| <b>Mobile readiness</b> | Workday is supported on any browser or mobile device, with native apps on iPhone and Android, so employees can quickly perform picking transactions, approve requests, and view an actionable dashboard.                                |
| <b>Unified</b>          | The Workday business process framework, security rules, and workforce information provide a consistent, centralised, and global foundation for all of your critical business processes.   |

## Workday Inventory

### Handle and transact

- Define and place inventory in storage locations
- Issue inventory with or without a stock request
- Record and track serial identifiers when issuing inventory
- Ensure product traceability with GS1 and HIBCC identifiers
- Move and transfer inventory between sites and/or stocking locations
- Define and stock par locations
- Use barcode scanning for quicker transaction entry
- Track lot numbers and lot expiry dates

### Manage and account

- Define basic attributes with an item master
- Value items using the perpetual average costing method
- Assign and manage different units of measure
- Set up inventory usage types and enable different attributes that can be used on multiple locations
- Print labels for delivery tickets and item locations
- Create reorder points to replenish stock automatically
- Perform cycle counts and record resulting adjustments
- Record item quantities on an ad hoc basis
- Issue comparable items when a requested item is out of stock

### Report and analyse

- View on-hand inventory cost, value, and other dimensions
- Get real-time consolidated inventory insight
- Benefit from a configurable Workday Inventory dashboard
- Use drill-down capabilities
- Access the standard report library and custom report writer

### Mobile readiness

- Benefit from native iPad, iPhone and Android apps
- Perform picking transactions
- Create, track and acknowledge deliveries on a mobile device
- Issue/record lot and substitute items
- Approve inventory transactions
- View drillable inventory reports

### Improved efficiency with Workday Procurement

- Visibility into the entire inventory process, from purchase to replenishment
- Single item master used across Workday Procurement and Workday Inventory
- Unit of measure conversion
- Requisitions sourced from inventory
- Automatic purchase requisition for replenishment

### Unified with Workday Financial Management and Workday Human Capital Management

- Rapid deployment and adoption
- Unified login and user experience
- One home page for all applications
- Single security profile for users
- Streamlined accounting awareness (with Workday Financial Management)

### Additional Workday applications

- Workday Procurement
- Workday Expenses
- Workday Accounting and Finance
- Workday Revenue Management
- Workday Planning
- Workday Projects
- Workday Project Billing
- Workday Payroll



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