MFG-19 Inventory Valuation

Purpose

The purpose of this Quick Reference Guide (**QRG**) is to provide a step-by-step guide of how to do Inventory Valuation in the North Carolina Financial System (**NCFS**).

Introduction and Overview

This QRG covers the process of Inventory Valuation. This process provides information on how to navigate and review inventory valuation, analyze and understand inventory valuation at various levels such as cost organization/inventory organization and utilize different methods such as standard screens or reports to perform inventory valuation.

Review Inventory Valuation Screen

There are 15 steps to complete this process.

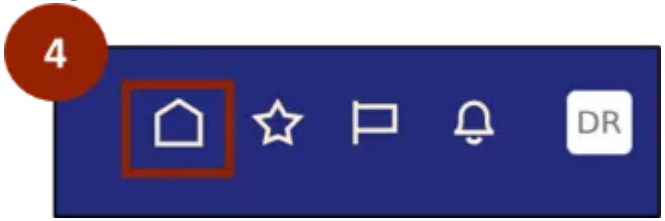
Step 1. Log in to the NCFS portal using the **Company Single Sign-On (SSO)** button.

Step 2. Enter your **@dac.nc.gov** email address.

Step 3. Click **Next**, then enter your **password**.

Step 4. Begin from the Home page, or click the **Home** icon.

Image



Step 5. On the Home page, select **Supply Chain Execution**.

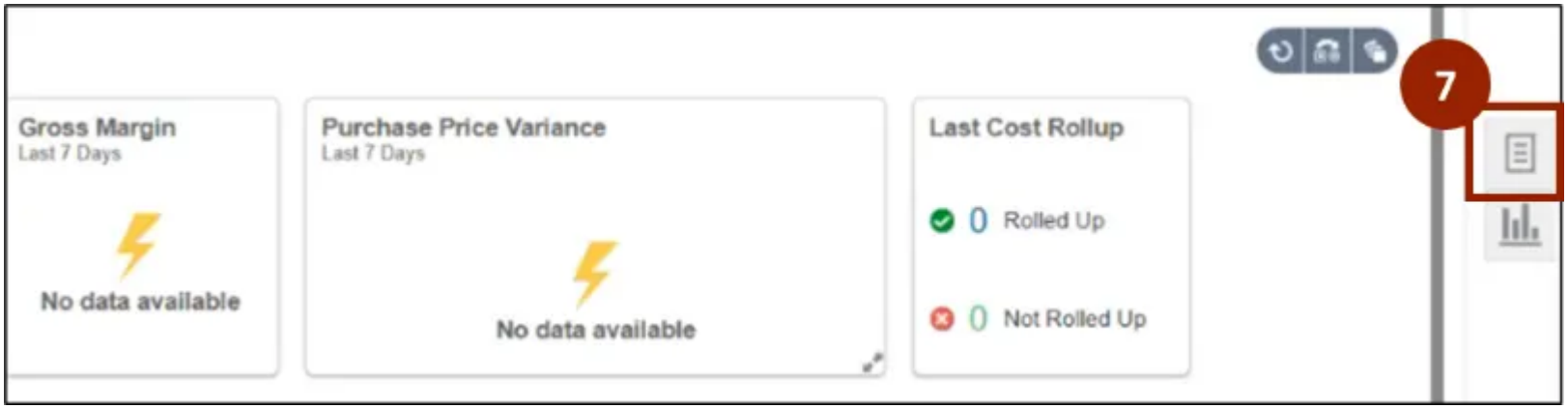
Step 6. Within the **Supply Chain Execution** tab, select **Cost Accounting**.

Image



Step 7. On the Cost Accounting page, navigate to the **Task** icon.

Image



Step 8. Within the **Task** tab, select **Review Inventory Valuation**.

Image



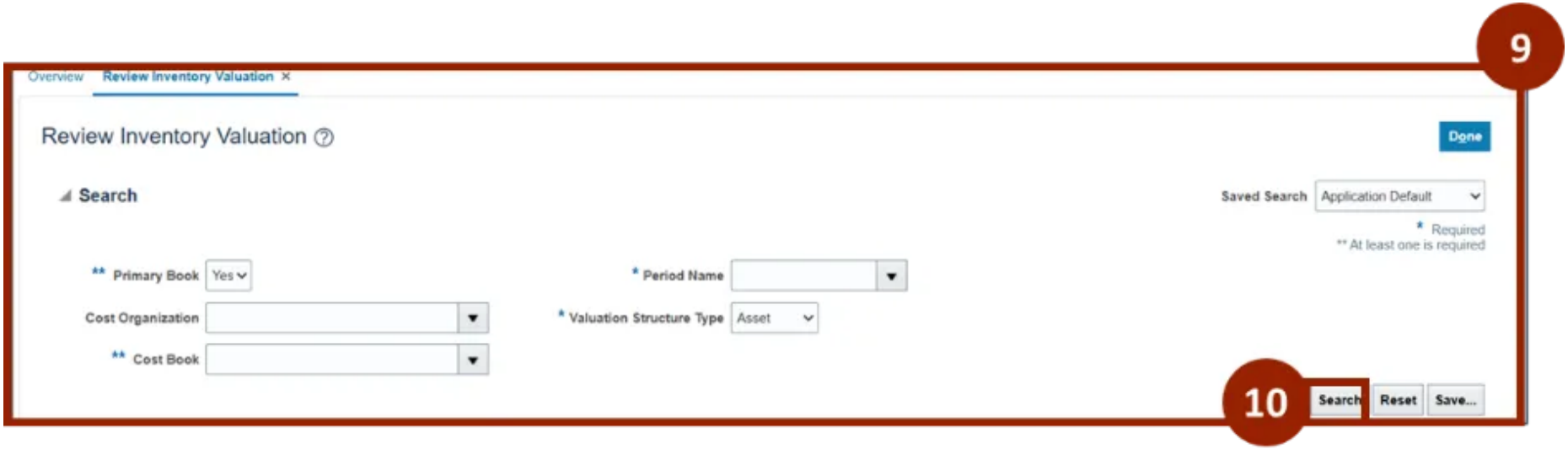
To search for and review Inventory Valuation on the Review Inventory Valuation screen, there are five search parameters to be completed.

Step 9. Within the Review Inventory Valuation screen, search for the inventory valuation using the parameters

- Primary Book
- Cost Organization
- Cost Book
- Period Name
- Valuation Structure Type

Step 10. Click **Search**.

Image

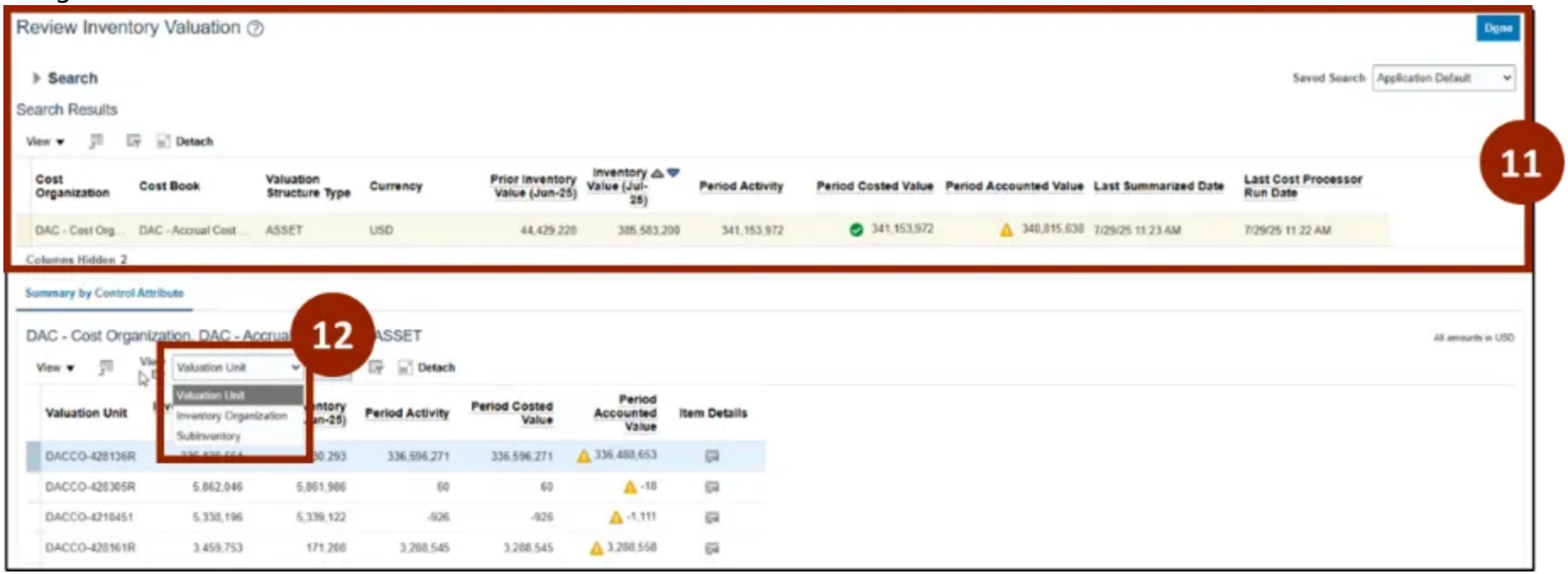


Step 11. The inventory valuation information for the selected parameters is displayed on the Review Inventory Valuation screen.

Step 12. On the **Summary by Control Attribute** tab, select the appropriate value from the View By drop-down list:

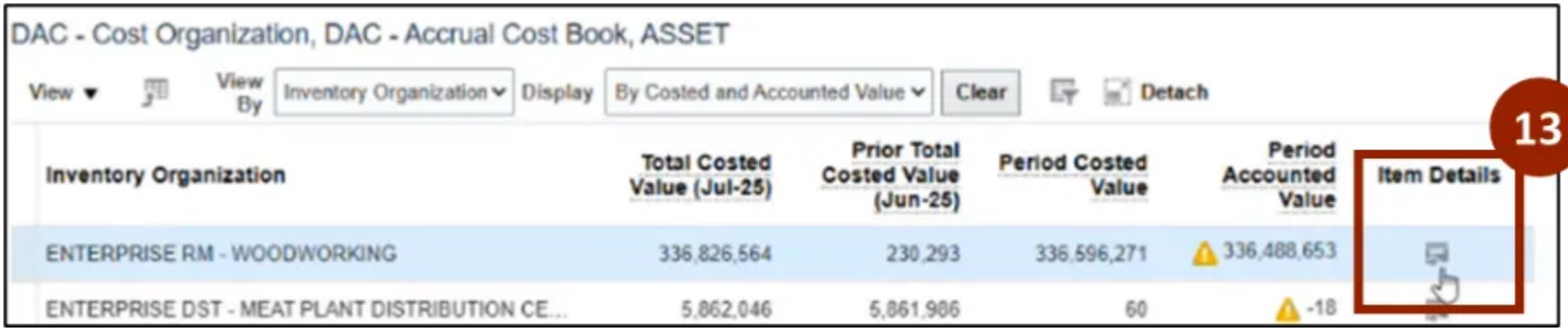
- **Valuation Unit**
- **Inventory Organization**
- **Subinventory**

Image



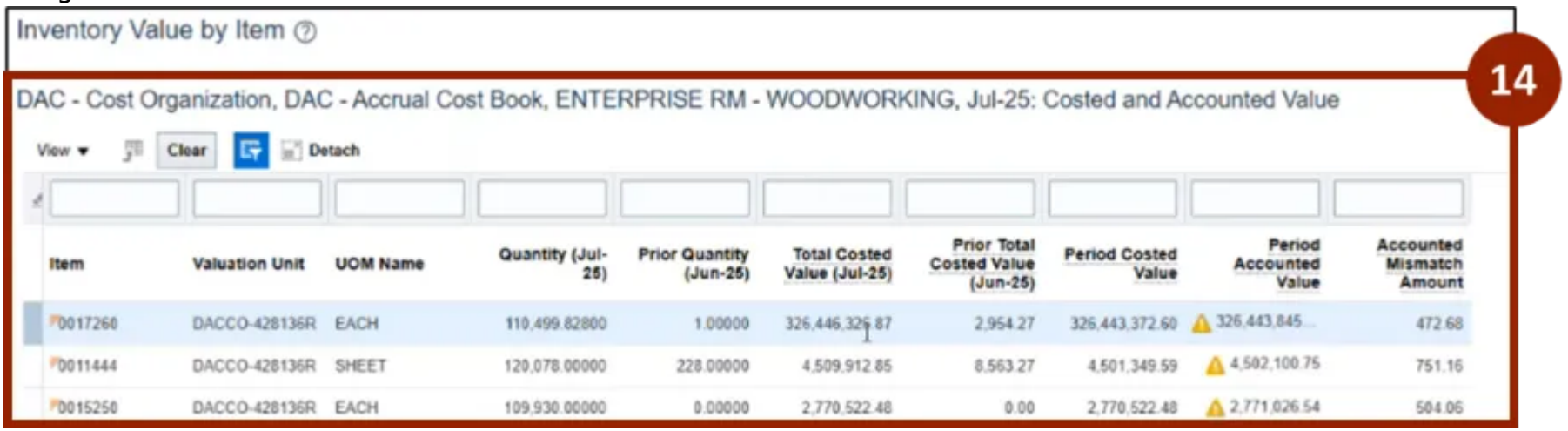
Step 13. To view the inventory value by item, click the **Item Details** in the summary table.

Image



Step 14. The Inventory Value by Item page shows each item's valuation and quantity for the current and prior periods.

Image



Step 15. Select **Done**.

Image



View Period Inventory Valuation Report

There are 16 steps to complete this process.

Step 1. Begin from the Home page, or click the **Home** icon.

Image



Step 2. On the Home page, select **Tools**.

Step 3. Within the **Tools** tab, select **Scheduled Processes**.

Image



Step 4. Select **Schedule New Process**.

Step 5. On the Search and Select pop up, click the drop-down and type in the search bar **Period Inventory Valuation Report** and select the **Search** button.

Step 6. Select **Period Inventory Valuation Report**.

Step 7. Select **OK**.

Image



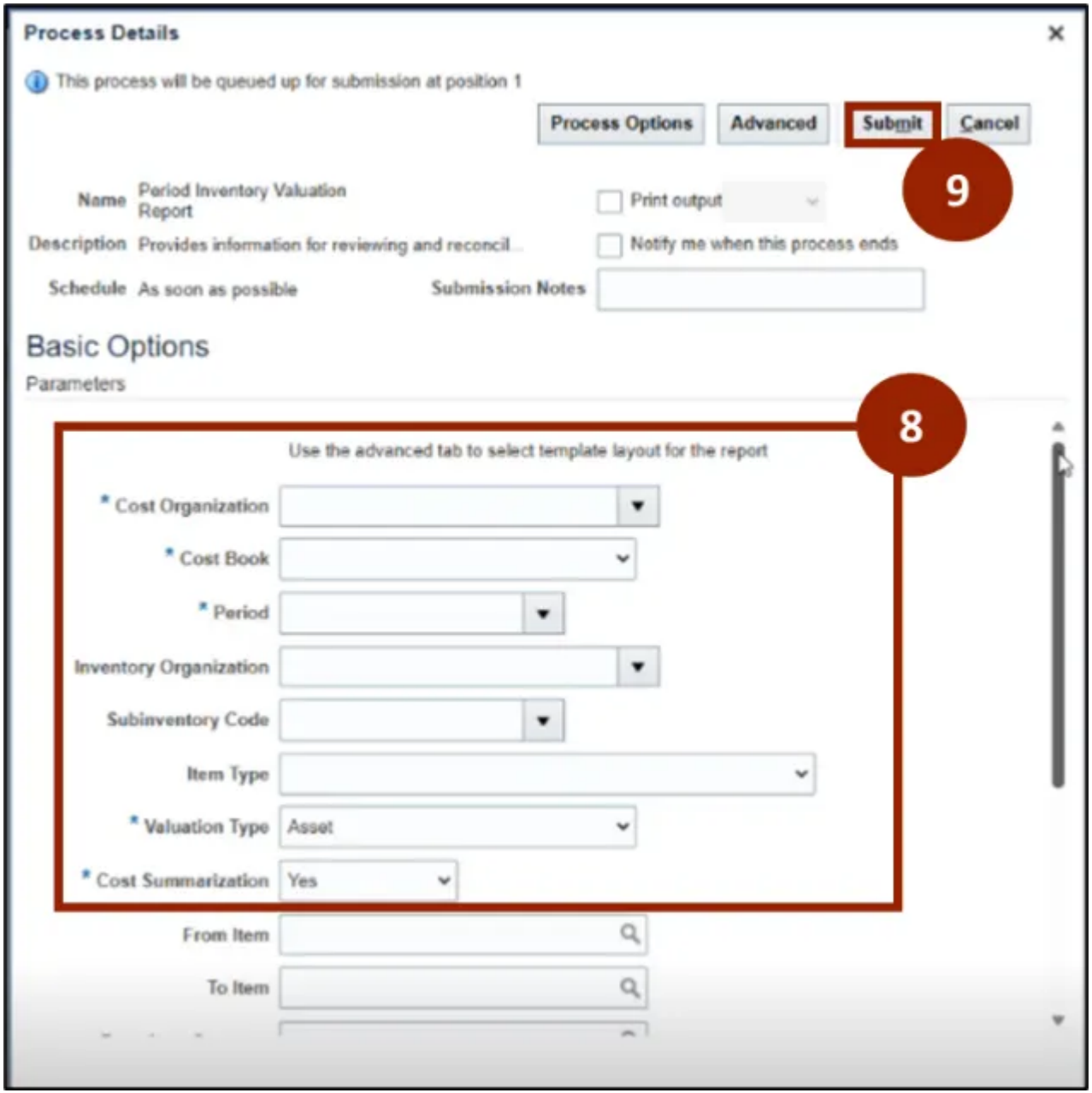
Step 8. On the Process Details screen, input and/or select the appropriate option from the following:

- Cost Organization: Select **DAC Cost Organization**
- Cost Book: Select the appropriate **Cost Book**
- Period: Appropriate **accounting period**
- Inventory Organization
- Valuation Type: Select **Asset**
- Cost Summarization: Select **Yes**

Note: The Inventory Organization field is case sensitive. Enter the organization name in ALL CAPS to display search results.

Step 9. Click **Submit**.

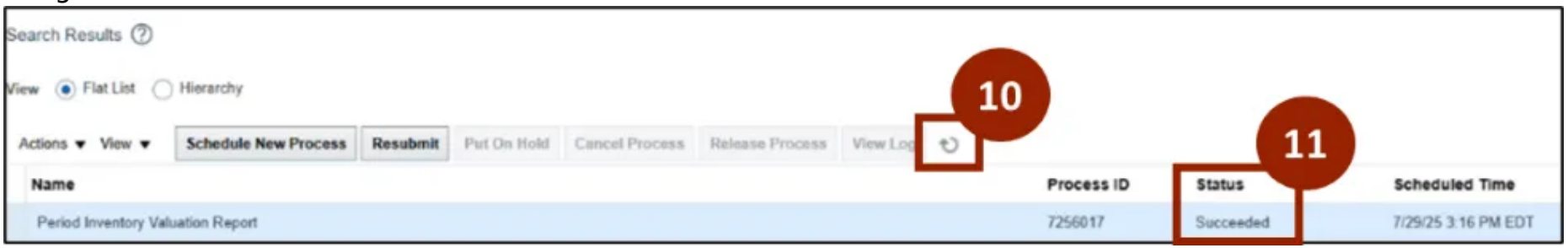
Image


Process Details
This process will be queued up for submission at position 1
Process Options
Advanced
Submit
Cancel
9
Name
Period Inventory Valuation Report
Print output
Description
Provides information for reviewing and reconcil...
Notify me when this process ends
Schedule
As soon as possible
Submission Notes
Basic Options
Parameters
8
Use the advanced tab to select template layout for the report
* Cost Organization
* Cost Book
* Period
Inventory Organization
Subinventory Code
Item Type
* Valuation Type
Asset
* Cost Summarization
Yes
From Item
To Item

Step 10. On the Search Results screen, select the **Refresh** icon.

Step 11. Verify the status of report shows as **Succeeded**.

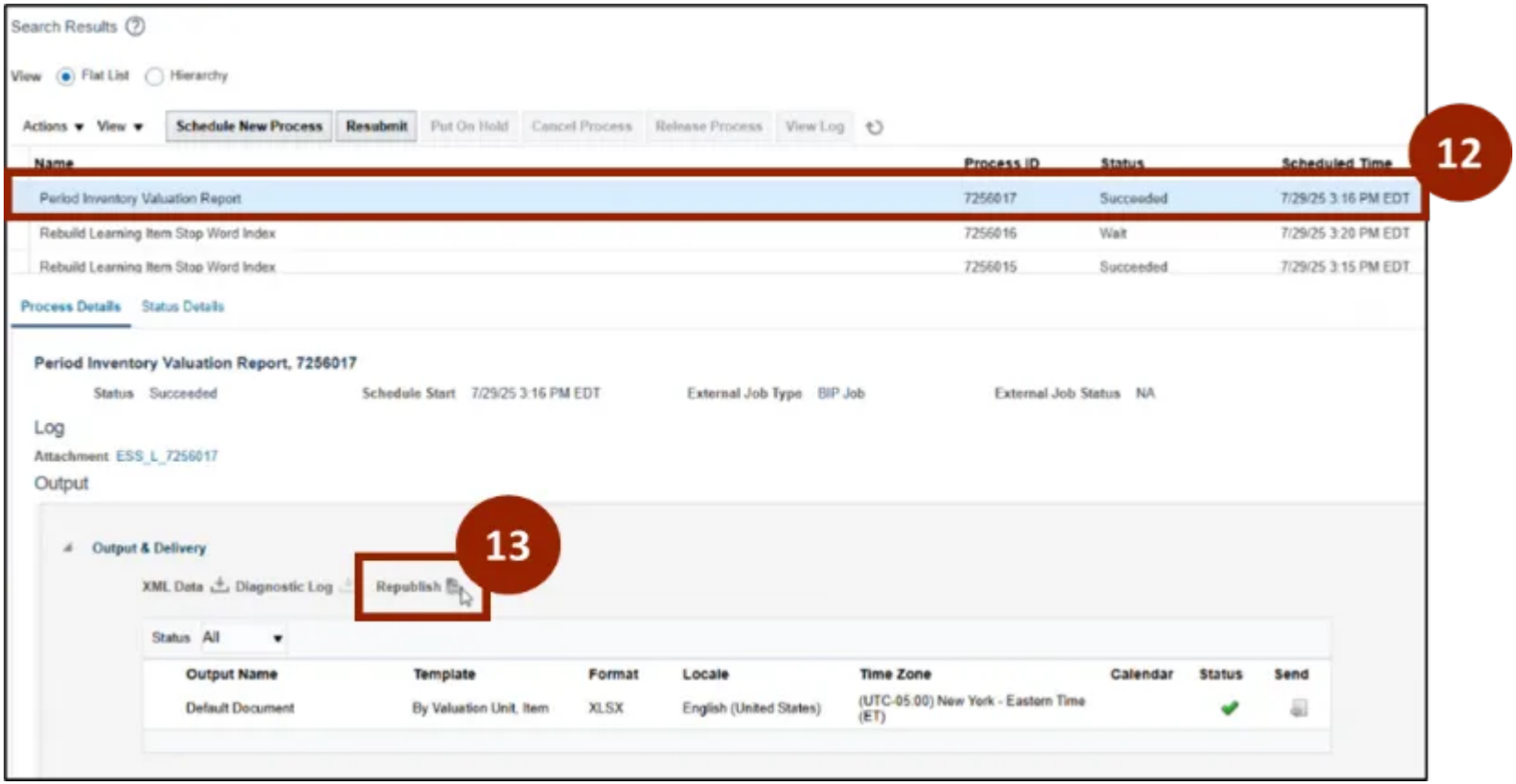
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Step 12. Select the **Period Inventory Valuation Report** row.

Step 13. In the **Process Details** tab, select **Republish**.

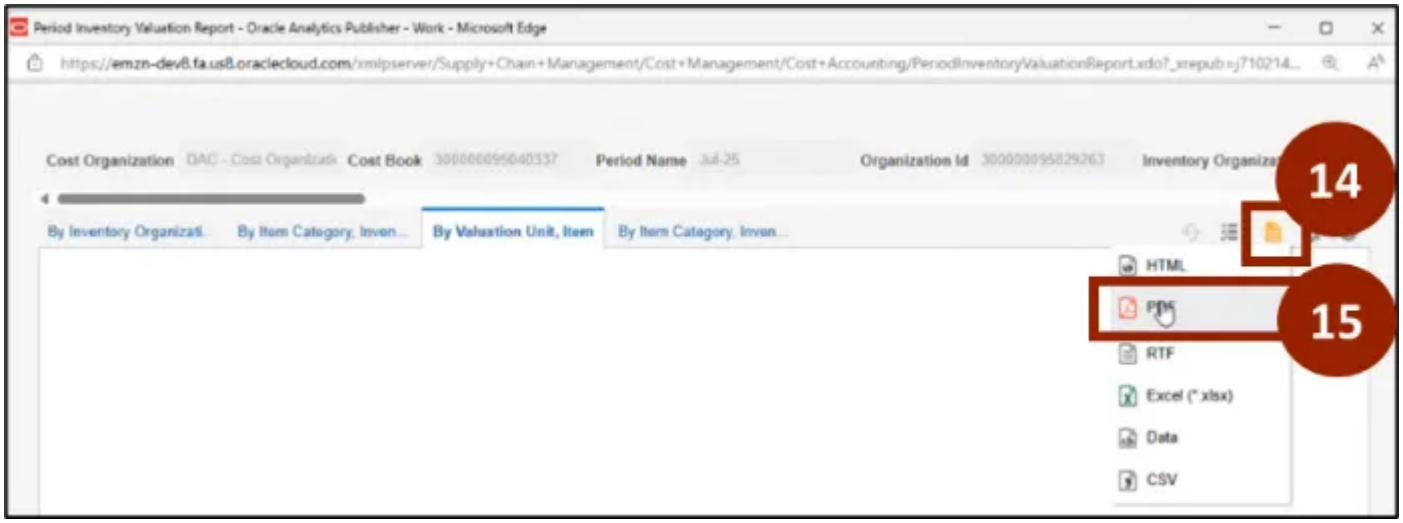
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Step 14. Within the **By Valuation Unit**, **Item** tab select the **Report** icon.

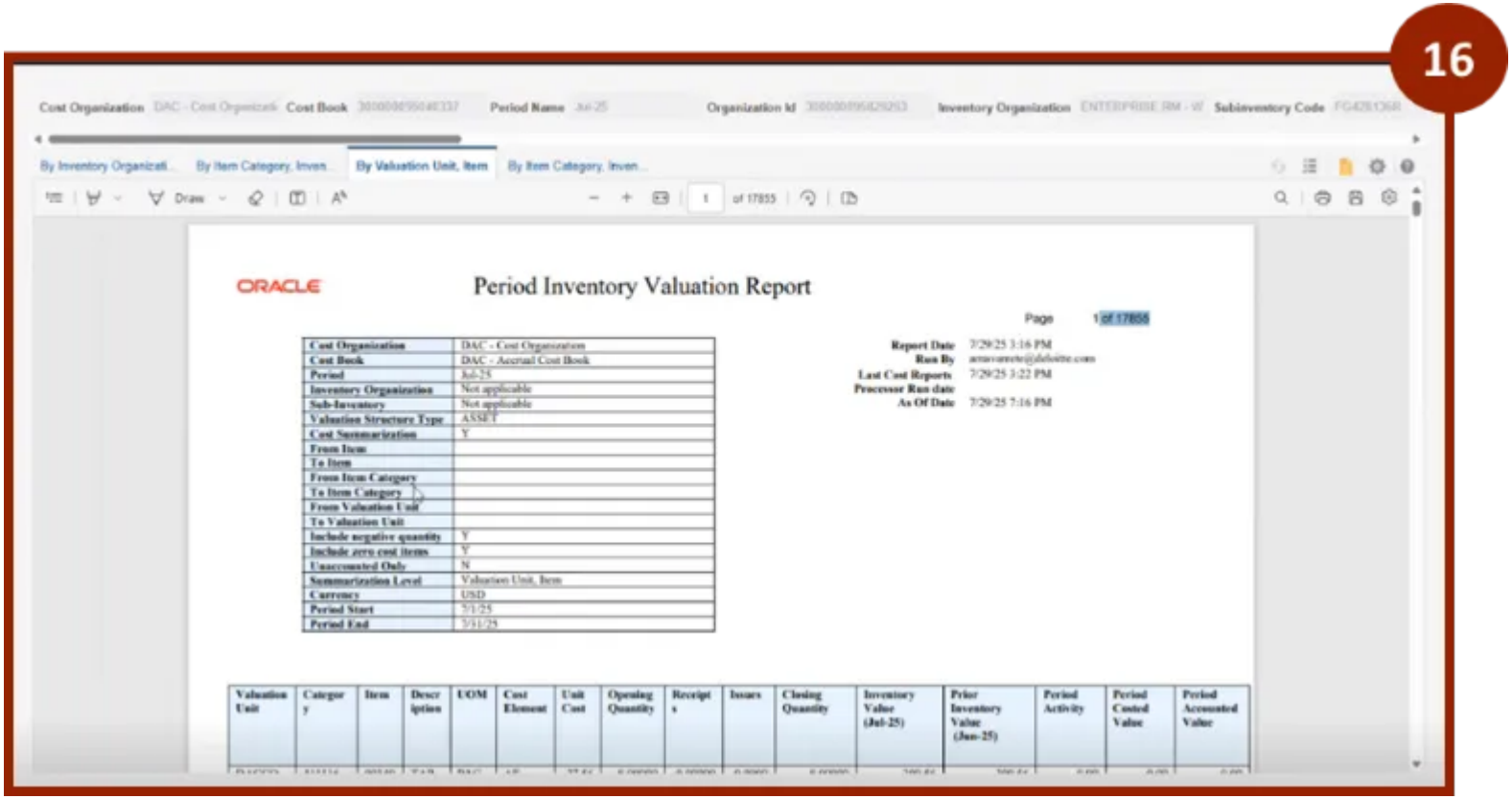
Step 15. Select **PDF**.

Image



Step 16. View the Period Inventory Valuation Report within the PDF pop-up.

Image



NC Inventory Turns and All Items Valuation Report (RPT-IN-014)

There are 16 steps to complete this process.

Step 1. Begin from the Home page, or click the **Home** icon.

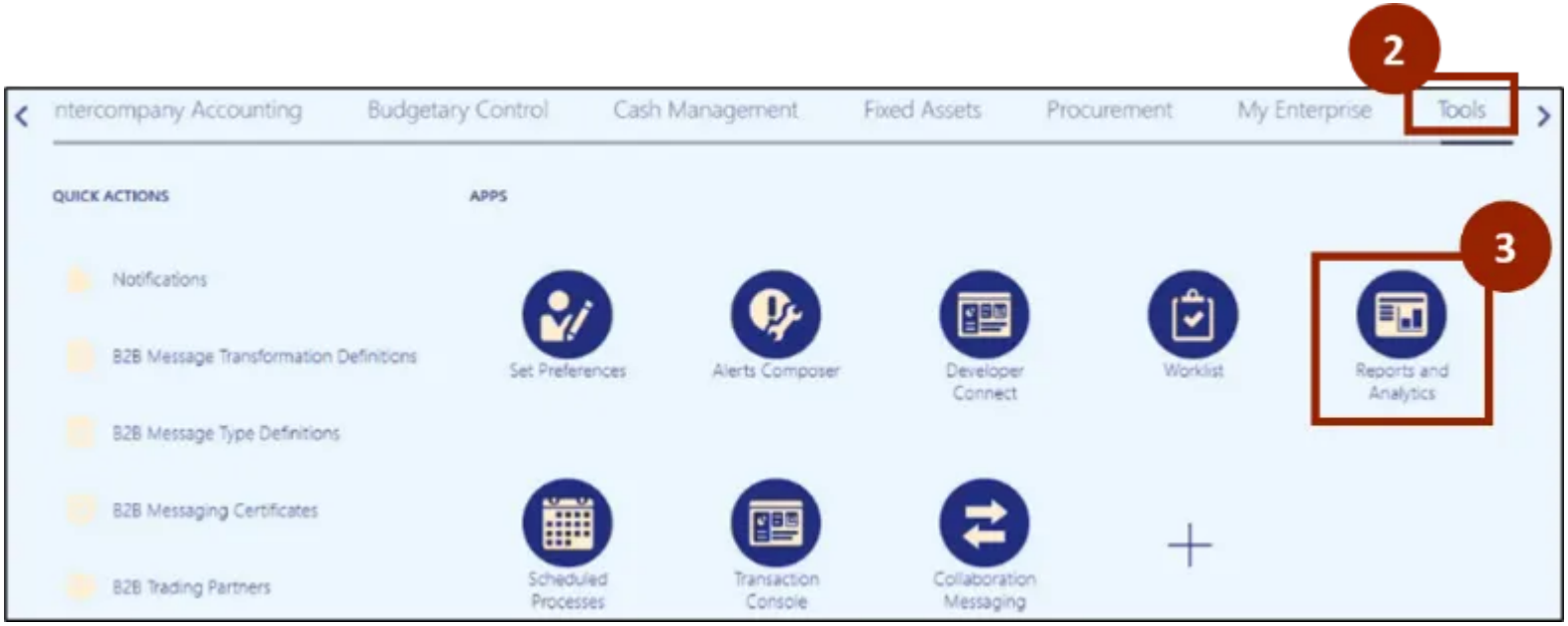
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Step 2. On the Home page, select **Tools**.

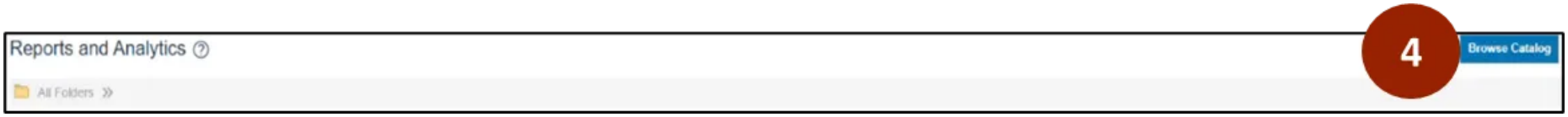
Step 3. Within the **Tools** tab, select **Reports and Analytics**.

Image



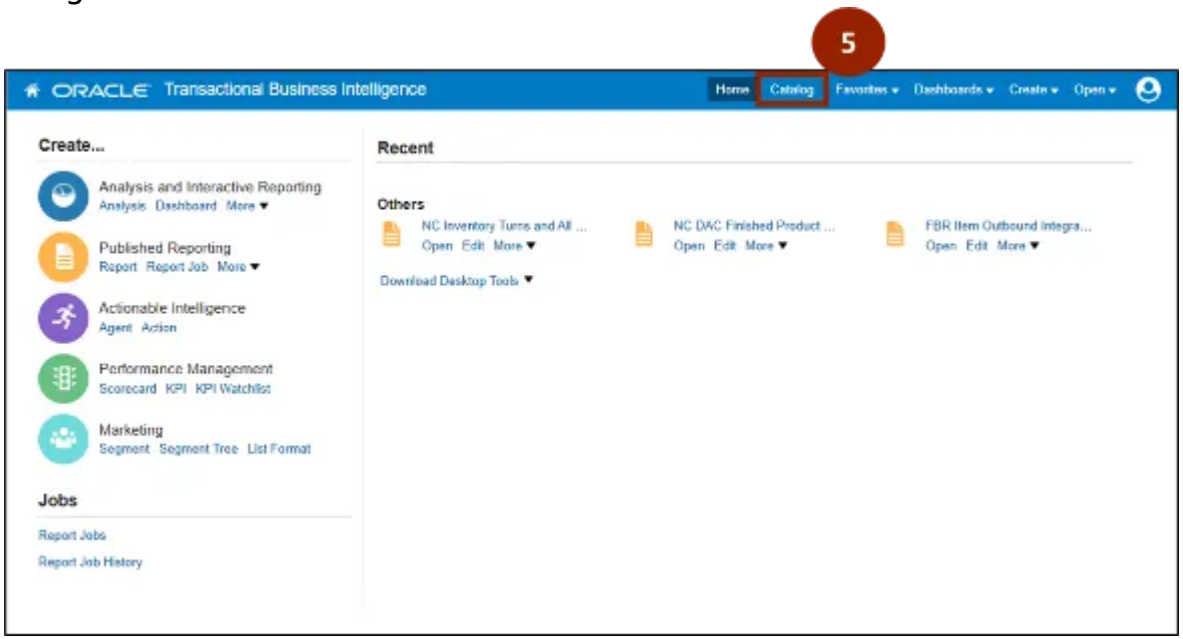
Step 4. Select **Browse Catalog**.

Image



Step 5. Click **Catalog**.

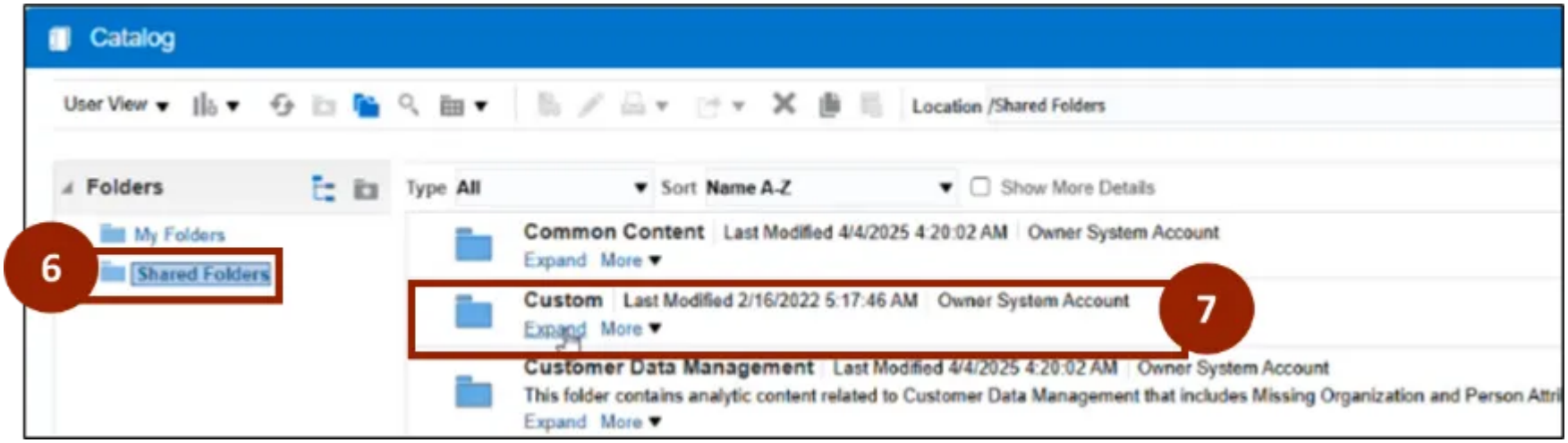
Image



Step 6. Select **Shared Folders**.

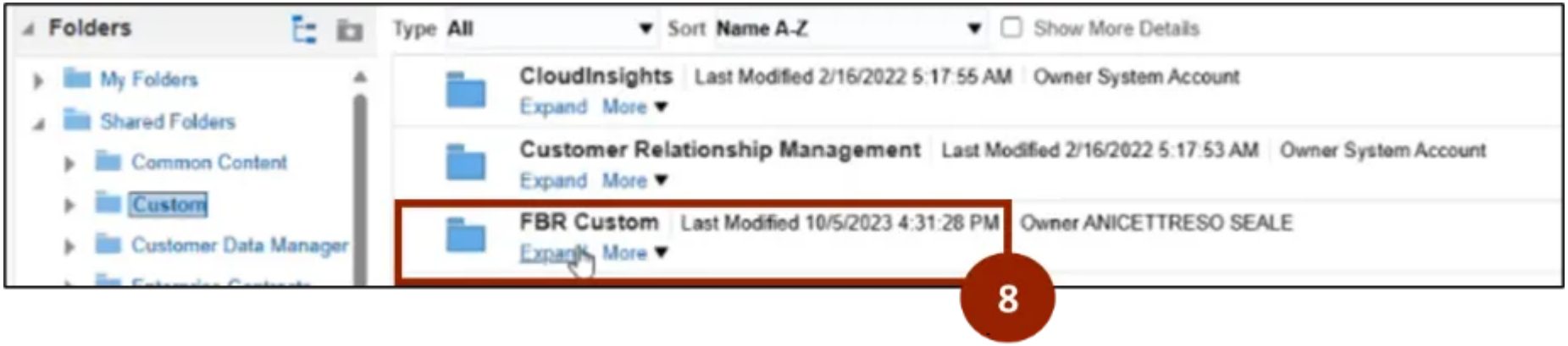
Step 7. Select **Expand** under the Custom Folder.

Image



Step 8. Select **Expand** under FBR Custom folder.

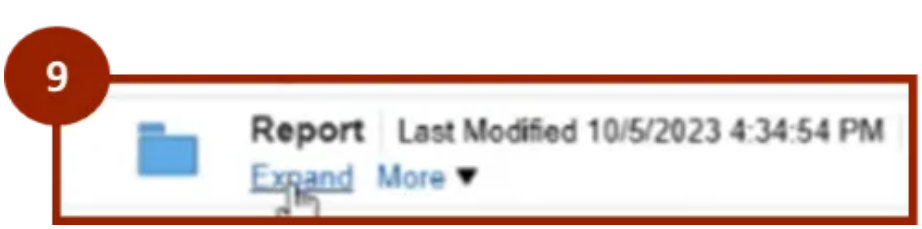
Image

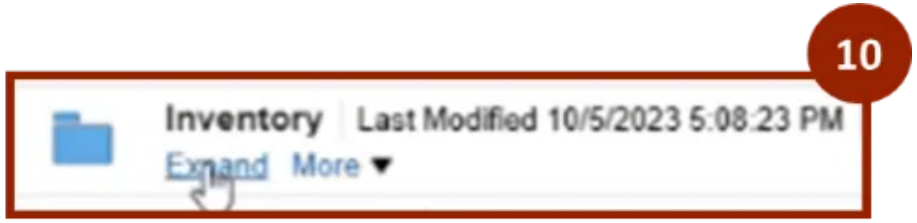


Step 9. Select **Expand** under the Report option.

Step 10. Select **Expand** under the Inventory option.

Image





Step 11. Select **Expand** under NC Inventory Turns and All Items Valuation Report (RPTIN014).

Image



Step 12. Select **Open** under the NC Inventory Turns and All Items Valuation Report (RPT-IN-014).

Image



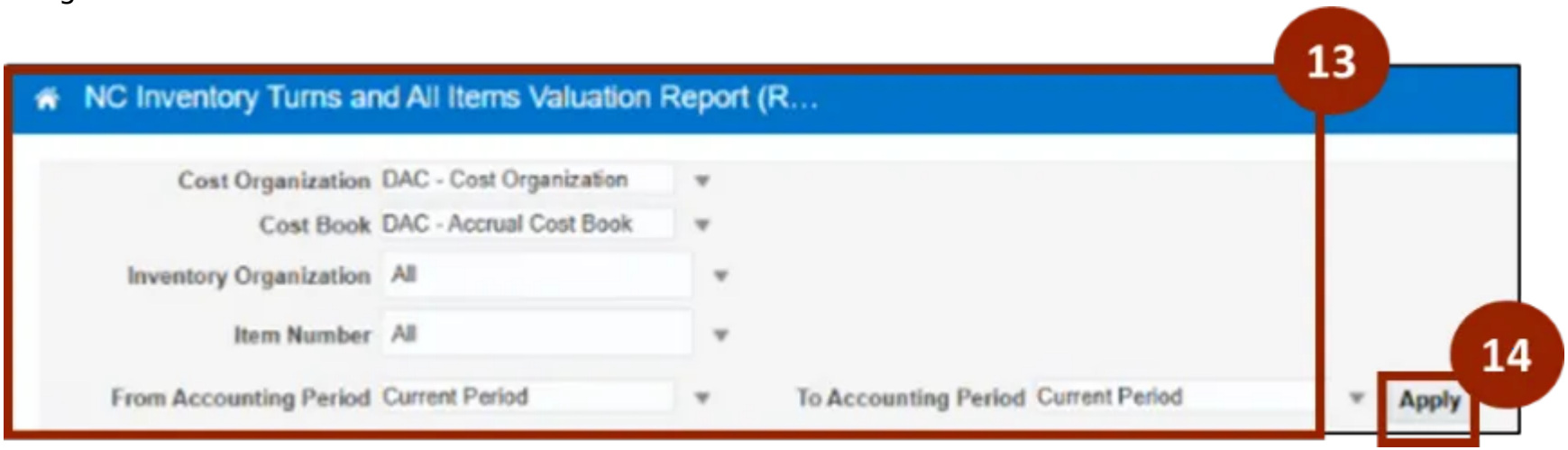
Step 13. On the NC Inventory Turns and All Items Valuation Report, input and/or select the appropriate option from the following:

- Cost Organization: Select **DAC - Cost Organization**
- Cost Book: Select appropriate **Cost Book**

- Inventory Organization: Search the appropriate **inventory organization (plant)**
- From Accounting Period and To Accounting Period: Select a **range of periods**.

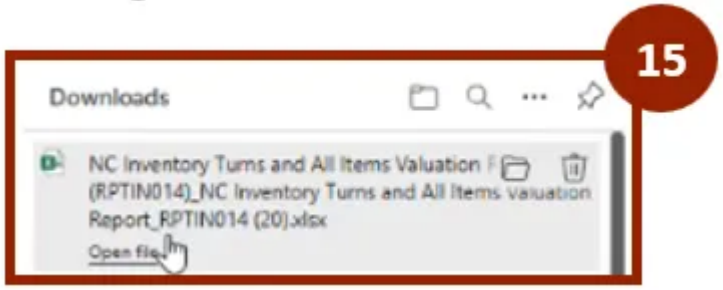
Step 14. Select **Apply**.

Image



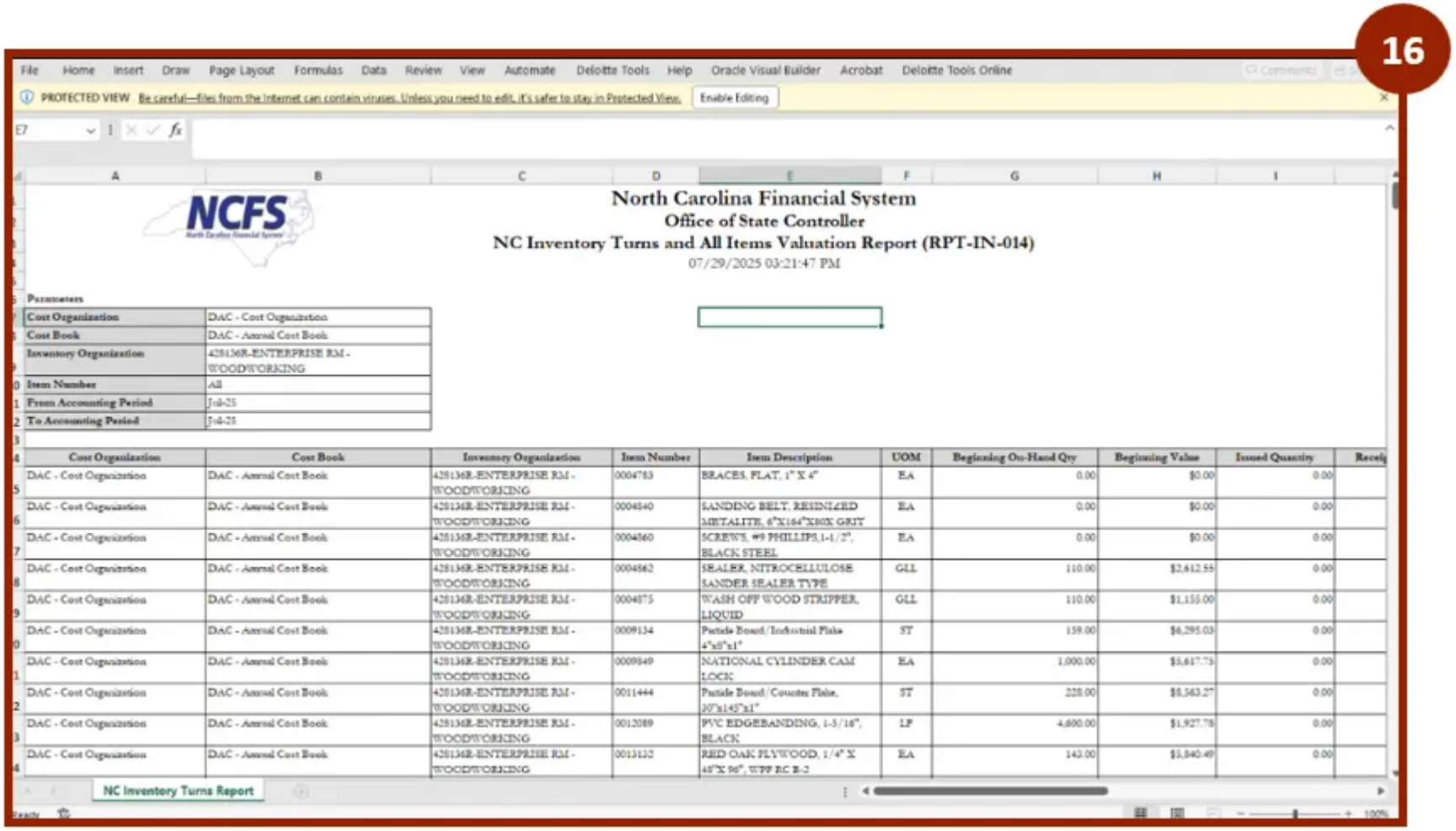
Step 15. From your browser's **Downloads** tab, select **Open file** on the Excel file named NC Inventory and All Items Valuation.

Image



Step 16. View report.

Image



Wrap-Up

NCFS users can reference Inventory Valuation using the steps above.

Additional Resources

- Virtual Instructor Led Training (vILT)
  - MFG111: Manage Costing 2

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