

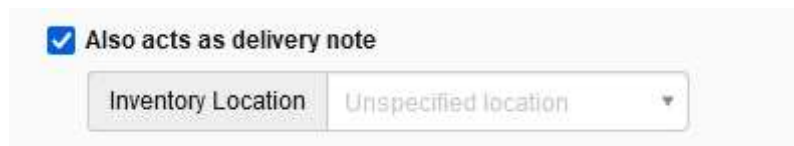
[Added "Also act as delivery note" and "Also act as goods receipt" options to invoices, credit notes and debit notes](#)

[lubos](#) 1 June 28, 2024, 1:54am

The latest version (24.6.28.1694) allows to mark invoices, credit notes and debits notes to act as delivery notes (or goods receipts) at the same time.

A screenshot of a software interface showing a checkbox labeled "Also acts as delivery note". The checkbox is currently unchecked.

If you are using inventory locations, then after selecting the checkbox, you will be able select inventory location too.

A screenshot of a software interface showing a checked checkbox labeled "Also acts as delivery note". Below the checkbox is a dropdown menu labeled "Inventory Location" with "Unspecified location" selected.

The same has been implemented for purchase invoices and credit notes except the checkbox is named Also acts as goods receipt.

If sales invoice or credit note is marked as Also acts as delivery note, then these documents will have no effect on Qty to deliver and make entry to Qty on hand instead.

Similarly, if purchase invoice or debit note is marked as Also acts as goods receipt, then these documents will have no effect on Qty to receive and make entry to Qty on hand instead.

You can mark all previous invoices, credit notes and debits notes to act as delivery notes and goods receipts using Batch Recode function.

[Added "Batch Recode" function](#)

The latest version (24.6.29) adds Batch Recode function. This is useful when you want to recode single field across multiple forms in bulk. Yes, you can use Batch Update but that requires copying data into spreadsheet, modifying it in spreadsheet, then copying back to Manager. Batch Recode is allows quickly recode single field across multiple forms at once. Go to the tab where you want to update entries in bulk and click Batch Operations button in bottom-right corner. Then click on Batch Reco...

13 Likes

[Inventory items - Quantity columns](#)

[Inventory quantity by location Error](#)

[Inventory items - Quantity columns](#)

[Average Cost Missing](#)

[eko](#) 2 June 28, 2024, 6:31am

I would advise to also replicate this information to the inventory explanation that you had pinned for a while and repin that topic.

[Najrash](#) 3 June 28, 2024, 7:24am

I love this new idea, it is a great feature...

But I have an issue with one of my clients stocks, there stock balance is yet to rectify till now with I have created a topic about it but I couldn't have anyone respond, please can you help me review the topic with the link [Inventory qty by location issue - #2 by Najrash](#)

...Or is it nice for me to edit all previous sales invoices and purchase invoice and use this new update method to act as delivery note and goods receipts? is that advisable for me?

[Najrash](#) 4 June 28, 2024, 8:39am

[@lubos](#) The act-as-delivery note for sales invoice and act-as-goods receipt is having an issue, I create a sales invoice and act as a delivery note and when I view stock balance the sales invoice show twice and remove the stock twice, and same thing happens when I act purchase invoice as goods receipt. Below is the screenshot of the transaction.

HERE IS THE SALES INVOICE THAT WAS ISSUED

Inventory Items		New Inventory Item		Advanced Queries		Search	Search
		Item name	Qty owned	Qty on hand		Average cost	Total cost
Edit	View	Item A	100	100		0.00	\$100.00
Edit	View	Item B	200	200		0.50	\$100.00
			300	300			\$100.00
		4 items (Default) 1 of 1 options 1 Batch Operations Easy to display					

Reports > Inventory Quantity by Location > Inventory Quantity by Location — View

Inventory Quantity by Location

EditClonePrintCopy to clipboard

Test Business

Inventory Quantity by Location

As at 06/28/2024

	Location B	Total
Item A	200	200
Item B	400	400
	600	600

[Khurram Shahzad](#) 6 June 28, 2024, 9:12am

Reports > Inventory Quantity by Location > Inventory Quantity by Location — View > Transactions

Transactions

Search

Search

Transaction	Description	Qty	Balance
Sales Invoice — 1877 — 28/06/2024		-10	-18
Sales Invoice — 1877 — 28/06/2024		-10	-8
Delivery Note		-200	2

I can also reproduce this issue.

[lubos](#) 7 June 28, 2024, 12:53pm

The report is fixed in the latest version (24.6.28.1695)

2 Likes

[KrisK](#) 8 June 28, 2024, 8:44pm

Would it be possible to also have an option to create a Packing List? I just need a copy of the invoice minus any dollar amounts or payments showing - just them items and their quantity. Right now I have to save a PDF and then go to another program to edit that. It would be great if I could do it inside Manager.
Thanks!

[eko](#) 9 June 28, 2024, 8:55pm

KrisK:

Would it be possible to also have an option to create a Packing List?

You should consider creating a delivery note. So Sales Quote first then in the View screen Copy to Delivery Note.

1 Like

[lubos](#) 10 June 28, 2024, 11:47pm

[@Najrash](#)

See this new feature:

Added "Batch Recode" function

The latest version (24.6.29) adds Batch Recode function. This is useful when you want to recode single field across multiple forms in bulk. Yes, you can use Batch Update but that requires copying data into spreadsheet, modifying it in spreadsheet, then copying back to Manager. Batch Recode is allows

quickly recode single field across multiple forms at once. Go to the tab where you want to update entries in bulk and click Batch Operations button in bottom-right corner. Then click on Batch Reco...

This will allow you to check the checkbox on many invoices at once.

[KrisK](#) 11 June 29, 2024, 2:06pm

From what I understood in the past, using turning on Delivery Notes required me to do one for every single invoice or my inventory ended up off. In my case I only need a Packing List for about 1/3 of my invoices. I had a bad tendency to forget to do a Delivery Note for things picked up directly or for small invoices that were mostly services but had a single physical item on them (one of the things we do is create DVDs from peoples home videos). Because of that, I had to turn Delivery Notes back off.

I really am just looking for a quick print of an invoice minus any pricing without having to go into another program entirely to make that happen. Perhaps when the new Themes concept is truly implemented that will be an option?

Thanks.

[eko](#) 12 June 29, 2024, 3:42pm

KrisK:

sing turning on Delivery Notes required me to do one for every single invoice or my inventory ended up off.

Manager v24.6.29.1700 includes the following option for Sales invoices;

- ☐ **Hide — Balance due**
- ☐ **Show item images**
- ☐ **Also acts as delivery note**
- ☐ **Footers**
- ☐ **Relay**

So you can start with Sales Quote → Delivery Note (= Packing list, just rename it) → Sales Invoice but you can also bypass the Quote and Delivery note and keep quantities in check by selecting for that Sales Invoice “also acts as Delivery note”

[KrisK](#) 13 June 29, 2024, 5:06pm

Looks like that update just came out yesterday- I’ve now updated my system.

So - I’d have to turn on the Delivery Note option in the program. What happens if I do that mid-year? Does it take effect only for invoices moving forward from when it’s turned on or will it go back to every invoice I’ve done for the year-to-date and cause me to need to do a large batch to clear everything up? If so, I’m likely better off doing it via my current method until Jan. 1 when my new year starts.

Thanks.

Related Topics

Topic	Replies	Activity
Credit Note - Also acts as delivery note	6	September 19, 2024
Delivery Notes should be able to be handled with invoices	18	January 18, 2023
Option to create Delivery note & Goods receipt note	1	January 18, 2023
Goods Receipts - Batch option	1	December 2, 2023

Topic	Replies	Activity
Multiple Delivery Notes / Goods Receipts	2	January 18, 2023