# Receiving

Scans all barcode types: 1D, 2D, and QR codes from every OEM — automotive (GM, Ford, Toyota, Jaguar, Land Rover, and all makes), powersports (Yamaha, Suzuki, Polaris, Sea-Doo, Harley Davidson, and more), and heavy duty.
No barcode on the part? Type the part number and your scanner prints an adhesive barcode label to attach to the box.

Print History — Tap the clock icon in the top bar to see recent print jobs (part#, label type, time, qty). Available on every screen.
Print Confirmation — When qty is more than 1, a dialog asks "Print X labels?" before printing. Prevents accidental bulk prints.
Attention Audio — An audio tone plays when the order or shipment selection modal appears. Helps in noisy warehouses.

## 1. Select Receive on the scanner.
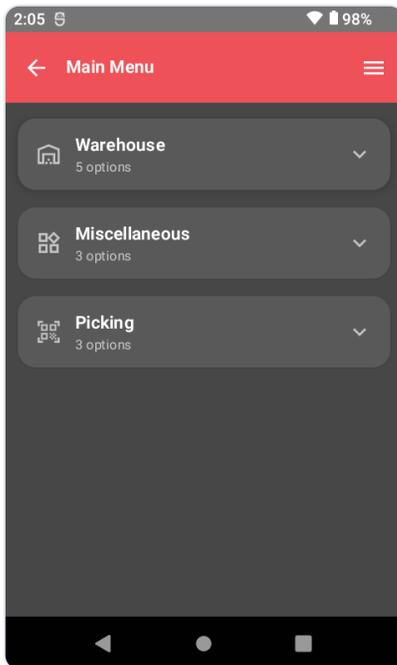
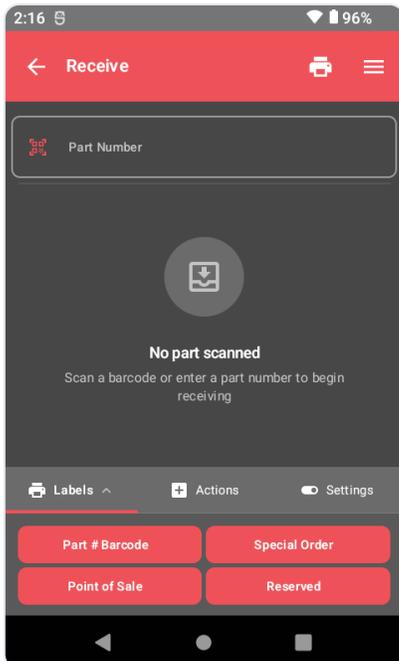## 2. Make scanning and label printing selections.

a. Single Mode

      i. Button to the left = scanner will prompt to enter a quantity if more than one is on order.
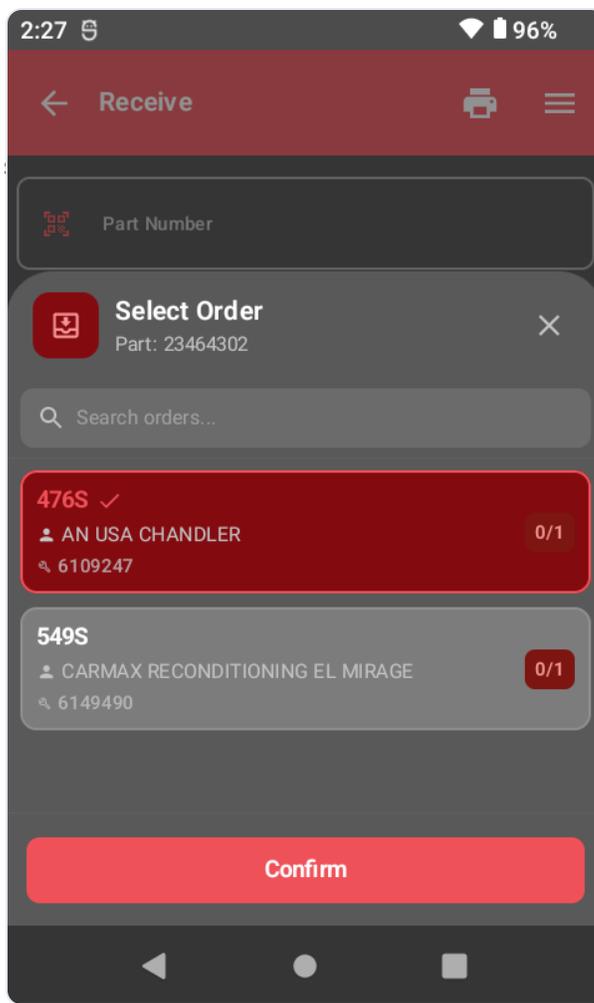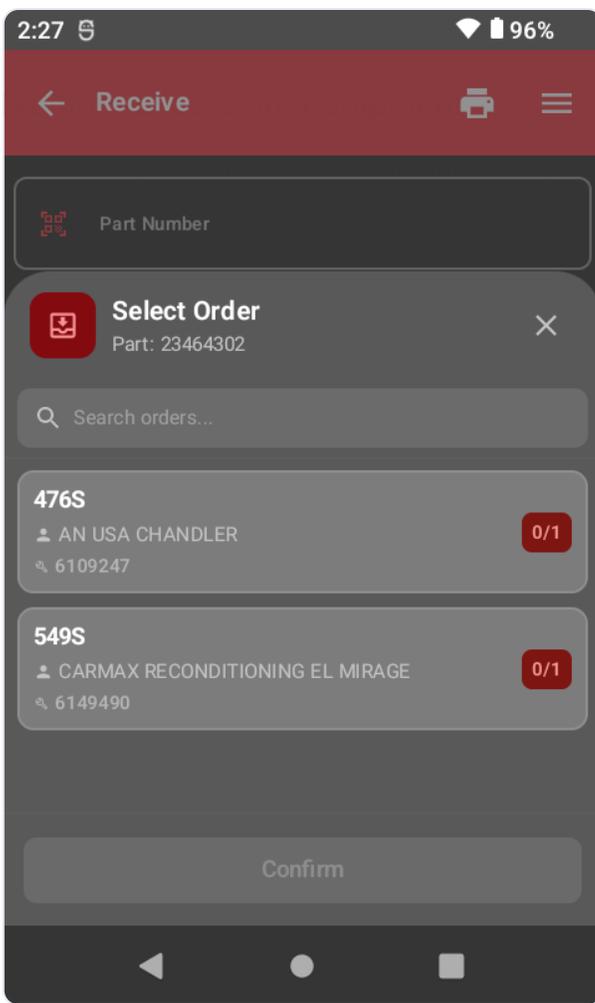   ii. Button to the right = you will need to scan every single part, no quantity count.

b. Print Mode

    i. Button to the left = labels will only print for special orders.

    ii. Button to the right = labels will print for everything scanned.
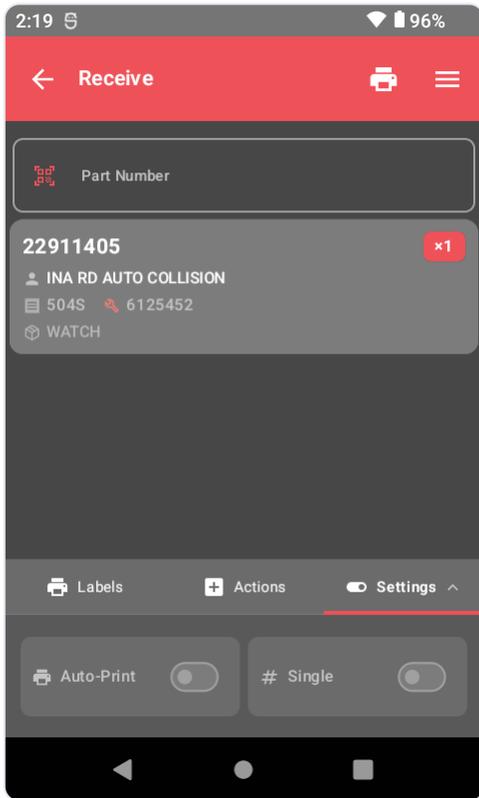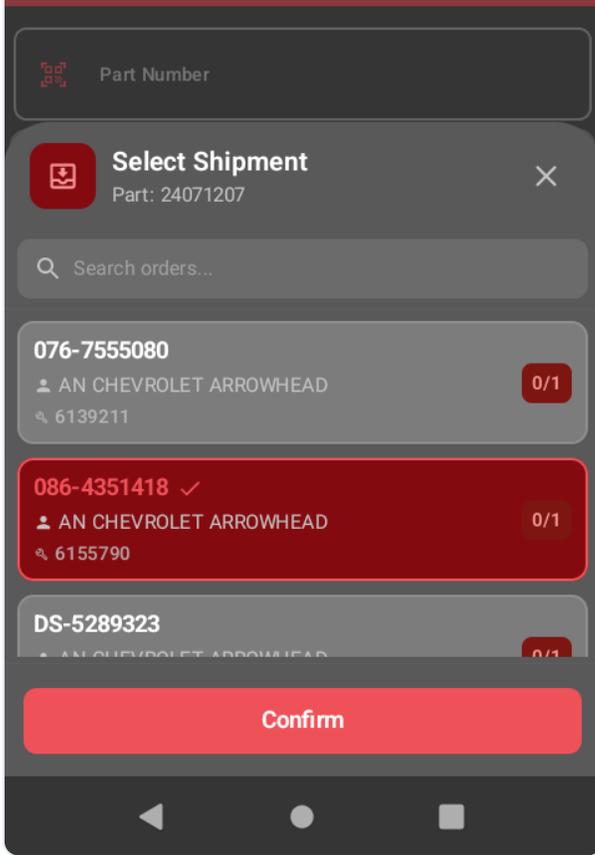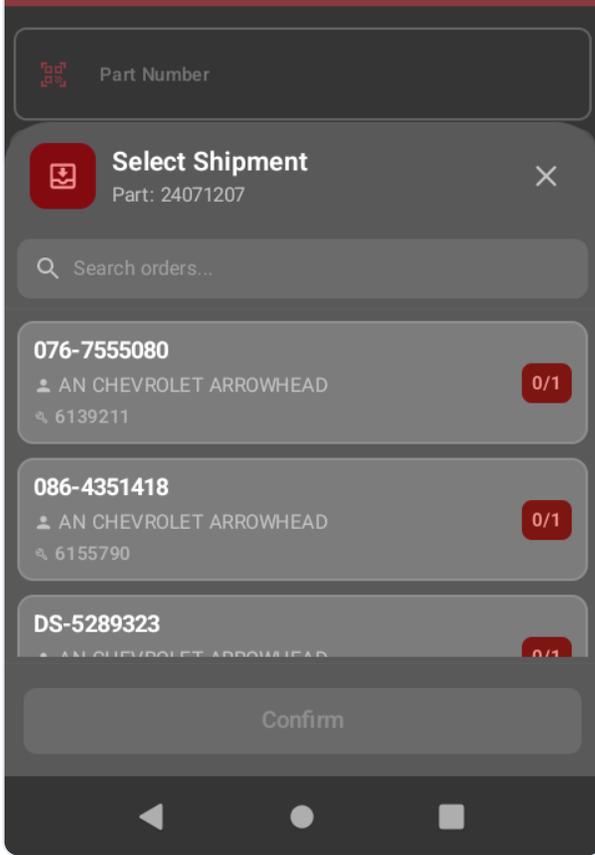

3. Scan part(s) to receive.

Multiple Shipments

If there are multiple shipments, pick which one to receive first.

Screen 1

Part Number

Select Shipment
Part: 24071207 ✕

🔍 Search orders...

076-7555080
👤 AN CHEVROLET ARROWHEAD | 0/1
🔍 6139211

086-4351418
👤 AN CHEVROLET ARROWHEAD | 0/1
🔍 6155790

DS-5289323
👤 AN CHEVROLET ARROWHEAD | 0/1

Confirm

Screen 2

Part Number

Select Shipment
Part: 24071207 ✕

🔍 Search orders...

076-7555080
👤 AN CHEVROLET ARROWHEAD | 0/1
🔍 6139211

086-4351418 ✓
👤 AN CHEVROLET ARROWHEAD | 0/1
🔍 6155790

DS-5289323
👤 AN CHEVROLET ARROWHEAD | 0/1

Confirm

Receiving

4. To print a label, other than what automatically prints, select the label type.
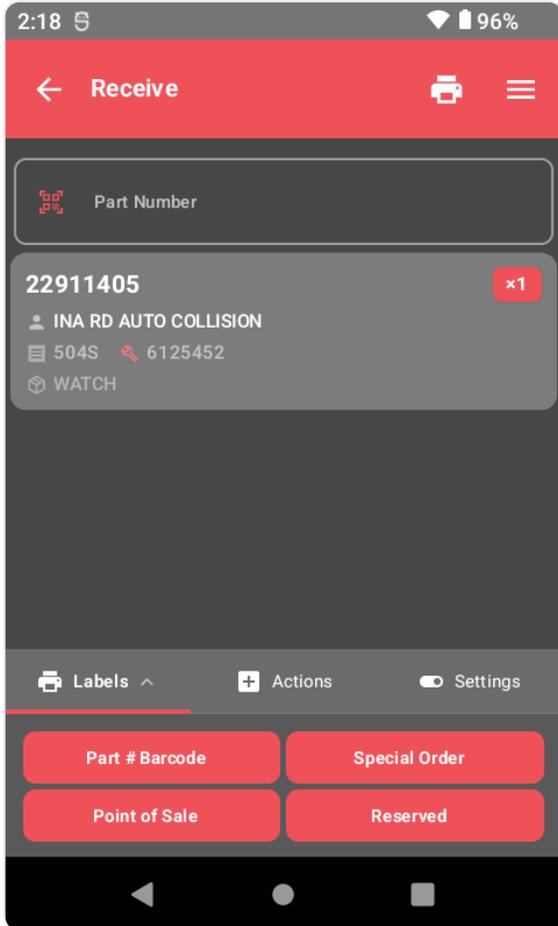
Part # Barcode
Label with barcode showing part number (08F20-S9A-10003), Bin (103G), PNC, Grp, and description (PRIMER).

Part # Barcode

Special Order
Label showing: Inv# 2251,

Emp 121, PO# S0050511,
Bin SP-ORD, Part# 04770-
SWA-405, Date field,
LANDSCAPE S/C.

Special Order

Point of Sale

Label showing large price
($112.82), barcode, part
number (08P05-TVA-131),
description (PRELOAD
INSPECTN 30), BIN SP-
ORD.

Point of Sale

Reserved

Label showing
"RESERVED" header,
"THIS PART IS
RESERVED FOR", NAME:
field, date/time (10/20/20
08:57:49 AM), "ONLY
VALID FOR 14 DAYS
AFTER DATE".

Reserved

5. To enter a shipper number to the part scanned or change the bin, select +.

2:18

Receive

Part Number

22911405   ×1
👤 INA RD AUTO COLLISION
📋 504S 🔧 6125452
📦 WATCH

🖨 Labels   ➕ Actions ⌃   ⬤ Settings

🚚 Default Shipment   ⇄ Bin Change