



Category - BWH2200

Table of Contents

Category - BWH2200 1

Category - BWH2200

Warehouse > Tables > Category

This page is a user-defined table and allows warehouse users to establish groupings of inventory items by category.

Create a category:


Click **+Add** to add a row to the grid.

Field	Description
Category Code	Type a five-character code to represent the category.
Category Description	Type the description of the category. The description can be a maximum of 25 characters.

Click **Save**.

****NOTE:**

Other functions and features:

 Delete a row.	Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.
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Back Cover