# Minfos Advanced Stock Management learning pathway checklist

## Track your progress on the checklist as you move through each of the topics in the Advanced Stock Management learning pathway.

| **Topic** | **Completed** |
| --- | --- |
| 1. [Advanced Ordering Tools](https://help.minfos.com.au/support/solutions/articles/51000317216-advanced-stock-management-ordering-tools)   * Create & use Order templates * Minfos ePad orders * Create Promotion orders * Proposed order format * Merge orders |  |
| 2. [Manage Retail Prices](https://help.minfos.com.au/support/solutions/articles/51000317230-advanced-stock-management-manage-retail-pricing/)   * Set performance guidelines by category * Supplier Recommended Retail Price price policies * Features of Minfos Price Manager * Export and import retail pricing files * Generate Product Gross Profit reports |  |
| 3. [Keeping a Clean Database](https://help.minfos.com.au/support/solutions/articles/51000317239-advanced-stock-management-keeping-a-clean-database)   * Identify and remove duplicate PDEs * Import and action MNPN product merges * Merge duplicate products in Product Maintenance |  |
| 4. [Product Quick Fix](https://help.minfos.com.au/support/solutions/articles/51000317298-advanced-stock-management-product-quick-fix)   * Navigate to Product Quick Fix * Search for products requiring changes * Make bulk product changes |  |
| 5. [Advanced Product Tools](https://help.minfos.com.au/support/solutions/articles/51000317300-advanced-stock-management-advanced-product-tools)   * Manages Companion products * Use Product Info Notes |  |
| 6. [Preparing to Stocktake](https://help.minfos.com.au/support/solutions/articles/51000317360-advanced-stock-management-preparing-to-stocktake)   * Print the Stocktake Checklist * Create Locations for stocktake * Print a list of Locations * Clear Broken Pack quantities |  |
| 7. [Doing the Stocktake](https://help.minfos.com.au/support/solutions/articles/51000317364-advanced-stock-management-doing-the-stocktake)   * Uncollected Scripts report * Counting with pen and paper * Counting with the Minfos App * Counting with the Wireless Scanner * Print reports for stock that has not been counted * Enter uncounted stock via the rolling stocktake function |  |
| 8. [After the Stocktake](https://help.minfos.com.au/support/solutions/articles/51000317459-advanced-stock-management-after-the-stocktake)   * Stock Variance reports * Investigate issues with Product and Category Audit reports * Stock on Hand reports |  |
| 9. [Stock Management Reports](https://help.minfos.com.au/support/solutions/articles/51000317566-advanced-stock-management-stock-management-reports)   * Negative Stock On Hand report * Stock Out report * Exception reports * Dead Stock reports * Top/Worst Selling Products report |  |