# 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** |
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| 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
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| 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
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| 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
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| 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
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| 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
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| 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
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| 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
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| 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
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| 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
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