

Daily Reports



Dashboard

Enterprise

End of Day

Browse Data

Reports

Manual

Parts List

Lookup

Manufacturer Data

Bin Printing

Physical Inventory

DMS Cleanup

Settings

Downloads

Pickit

Emulator

Inventory Value

Open Orders

Pickit Activity

Posting Errors

?

Over / Shorts

Scanned Parts

Posting Errors

Shipment Status

Order Status

Bad Scans

Employee

Service Writer

Special Orders

Invoice Reconciliation

Invoice Status

Freight Cost

Print Packing Slip

Posted History

Unmatched Shipments

Bin Changes

Perpetual Inventory

Perpetual Inventory

Perpetual Inventory lists parts which were scanned during a Perpetual Inventory.

Scanned Date

Report Option

Bin Location

Part #

Quantity Exceptions Only

BIN LOCATION

PART #

Page Break on Bin

All Makes

Make	Scanned At	DMS Qty	S
GH	01-15-2026 10:37:54 AM	2	
GH	01-15-2026 10:38:04 AM	1	
GH		1	
NI	01-15-2026 10:45:47 AM	0	
NI	01-15-2026 10:47:39 AM	0	
NI	01-15-2026 10:48:01 AM	0	

All ScanIt Parts reports

1 Posting Error Report

- a. This report will list all parts that were scanned but **DID NOT** post to your DMS.
- b. This report will also provide the reason why it did not post.

2 Over/Short Report

- a. This report will list any parts that show shipped but a different quantity was received.
- b. This report will also list any parts that show shipped but not received.

3 Invoice Reconciliation Report

- a. This report shows parts you were invoiced for, received or not.
- b. This report will also give cost variances.

4 Parts Per Day Report

- a. This report shows daily scanning activity broken down by scan type.
- b. **Part Inquiry** — Shows how many part lookups were performed each day.
- c. **Not Found** — Shows parts that were scanned but not found in the system.
- d. **Total Scans Per User** — Breaks down the total number of scans by each user per day.
- e. Useful for measuring team productivity and identifying scanning trends.

Route & Employee Fields: All reports now include **Route** and **Employee** fields for better filtering and accountability. Use these fields to narrow results to a specific delivery route or team member.