



BCE Stock Groups – User Notes

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Introduction

Purpose of this document

This document informs BCE users how to setup and use stock groups.

Stock groups allow stock items to be categorised and setup to provide comprehensive levels of reporting and analysis.

BCE v1.5.10 introduced a flexible approach to managing chart of accounts codes that gave users the ability to customise their structure with greater freedom to create new summary levels and account codes. This provided better management and more detailed analysis of the chart of accounts.

Building on this approach BCE v1.7.0 removes the limitations of locked accounts for stock transactions in respect of stock cost value, cost of sales, cost of stock issued to production and finished goods.

Stock Groups

From BCE v1.7.0 'Stock Groups' provides users with the ability to setup and categorise stock by stock groups.

Stock groups provides users with options to define more detailed financial analysis of stock value, revenue and cost of sales within the chart of accounts to meet the financial reporting requirements of the business.

All stock items must belong to a stock group and a system default stock group is introduced for this purpose.

If no user-defined stock groups are created, all stock items will inherit their default account codes from the default stock group.

Once user-defined stock groups have been created, new stock items will inherit their account codes from their parent stock group.

Note: Any account code changes made to a stock group are not retrospectively applied to historic financial transactions and will only be used for new documents created after the changes.

Default Stock Group

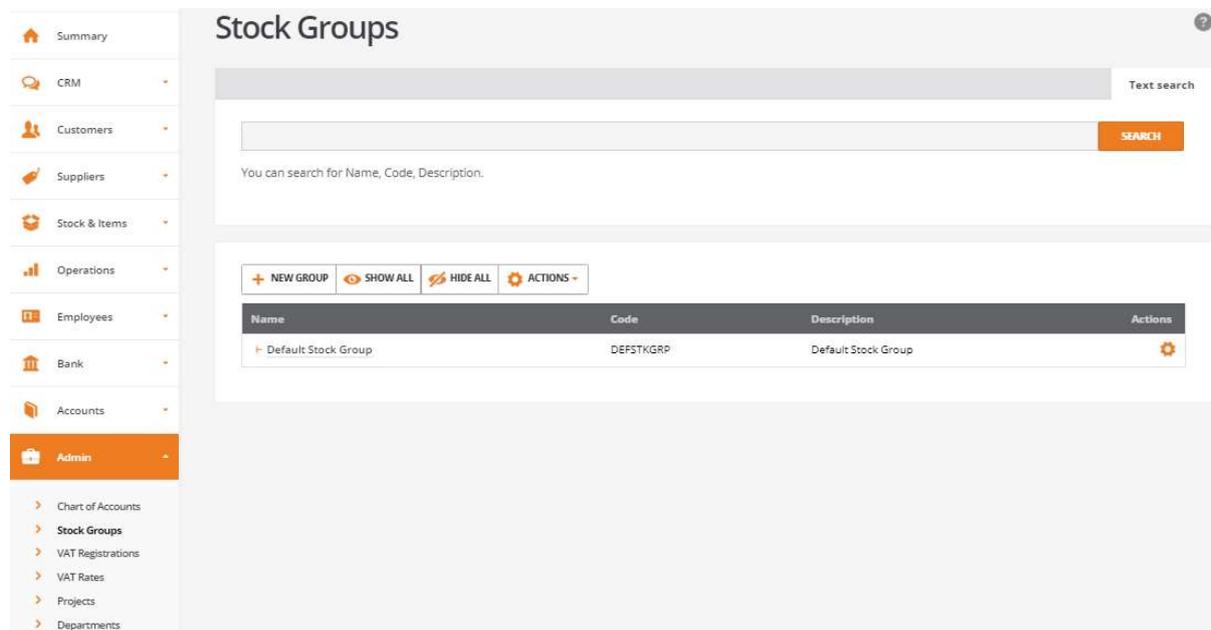
The default stock group accommodates a set of account codes for all stock items where no user-defined stock groups have been setup or are required.

This allows users upgrading from earlier BCE versions to continue to operate their system using the existing default chart of account codes.

This provides users with options and the flexibility to plan and introduce stock groups progressively and under controlled conditions:

To view the default stock group.

From the 'Admin' menu, select 'Stock Groups' to open the following screen:



Note: To create and manage stock groups, the user permission for 'Financial Administration' must be set.

From the action cog, click on edit:

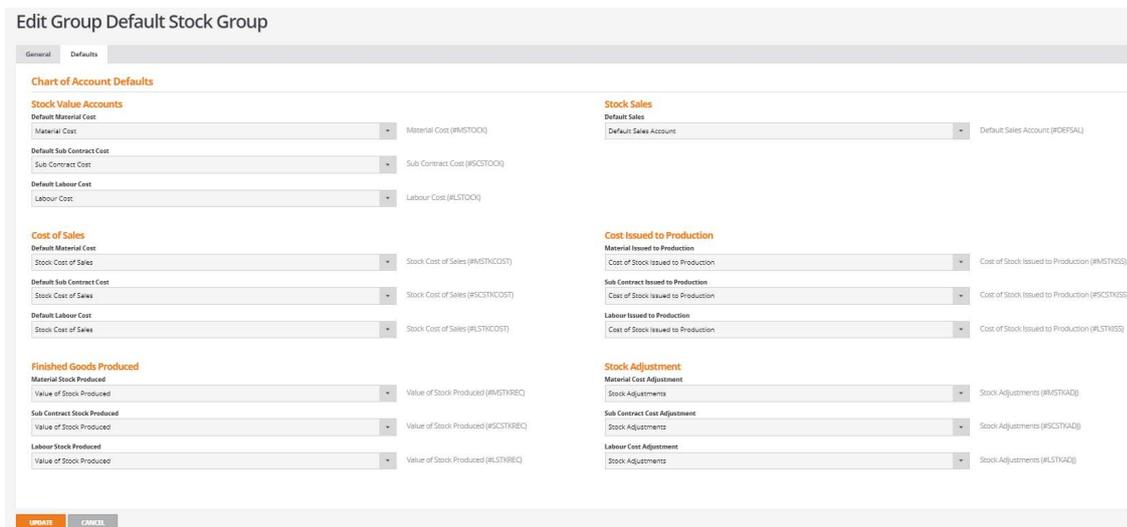


Note: The properties of the default stock group from the 'General' tab are pre-set and cannot be edited.

The default stock group account codes are set to the following defaults and can be changed as required:

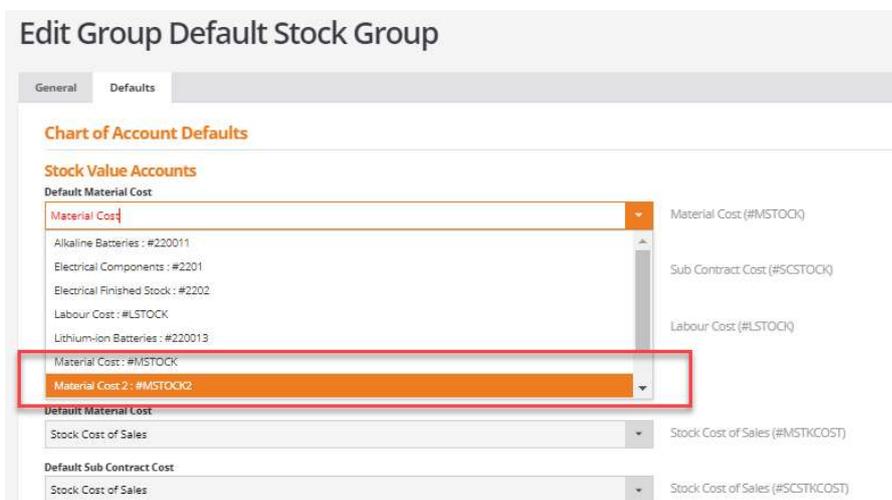
Stock Group:	Default Stock Group		
Chart of Account Defaults			
Stock Value Accounts			
Default Material Cost:	Material Cost (#MSTOCK)	Stock Sales	Default Sales Account (#DEFSAL)
Default Sub Contract Cost:	Sub Contract Cost (#SCSTOCK)		
Default Labour Cost:	Labour Cost (#LSTOCK)		
Cost of Sales			
Default Material Cost:	Stock Cost of Sales (#MSTKCOST)	Cost Issued to Production	Material Issued to Production: Cost of Stock Issued to Production (#MSTKISS)
Default Sub Contract Cost:	Stock Cost of Sales (#SCSTKCOST)	Sub Contract Issued to Production:	Cost of Stock Issued to Production (#SCSTKISS)
Default Labour Cost:	Stock Cost of Sales (#LSTKCOST)	Labour Issued to Production:	Cost of Stock Issued to Production (#LSTKISS)
Finished Goods Produced			
Material Stock Produced:	Value of Stock Produced (#MSTKREC)	Stock Adjustment	Material Cost Adjustment: Stock Adjustments (#MSTKADJ)
Sub Contract Stock Produced:	Value of Stock Produced (#SCSTKREC)	Sub Contract Cost Adjustment:	Stock Adjustments (#SCSTKADJ)
Labour Stock Produced:	Value of Stock Produced (#LSTKREC)	Labour Cost Adjustment:	Stock Adjustments (#LSTKADJ)

To change the default account codes, from the 'Defaults' tab, select 'Edit' to open the following screen:



The screenshot shows the 'Edit Group Default Stock Group' interface. The 'Chart of Account Defaults' section is expanded, showing dropdown menus for various account codes. The 'Default Material Cost' dropdown is currently set to 'Material Cost (#MSTOCK)'. Other dropdowns include 'Sub Contract Cost', 'Labour Cost', 'Stock Cost of Sales', 'Cost of Stock Issued to Production', 'Value of Stock Produced', and 'Stock Adjustments'.

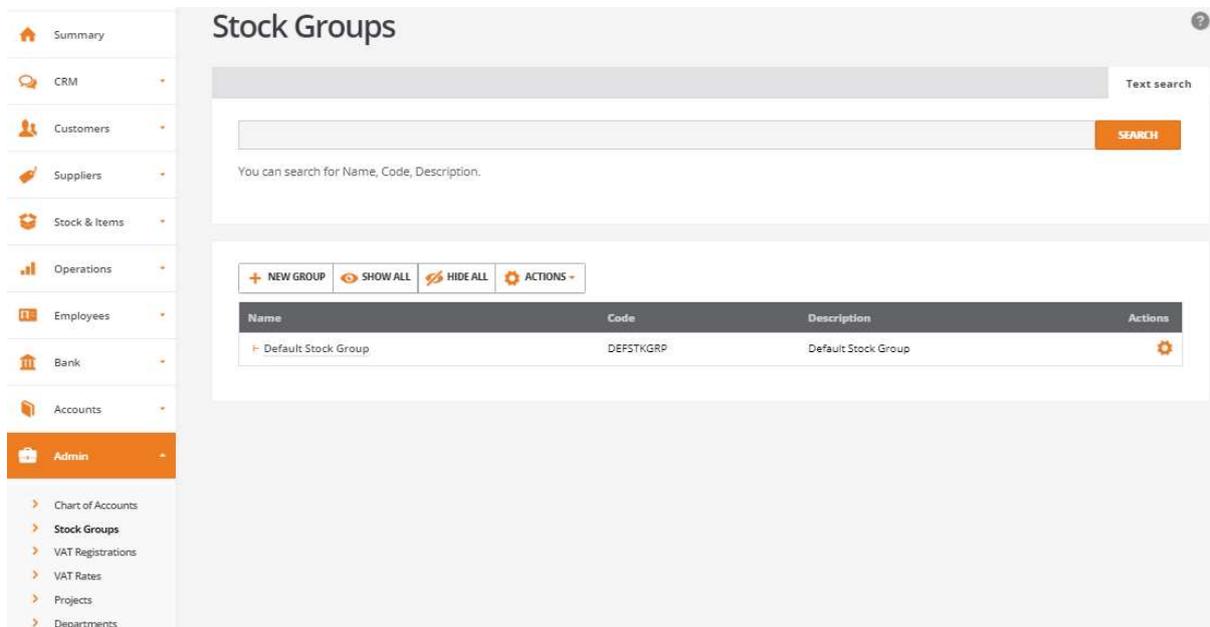
Each default chart of account code can be edited and changed as required using the dropdown options:



This close-up screenshot shows the 'Default Material Cost' dropdown menu. The current selection is 'Material Cost (#MSTOCK)'. A list of other options is visible, including 'Alkaline Batteries : #220011', 'Electrical Components : #2201', 'Electrical Finished Stock : #2202', 'Labour Cost : #LSTOCK', and 'Lithium-ion Batteries : #220013'. The option 'Material Cost 2 : #MSTOCK2' is highlighted with a red box, indicating it is the selected option.

Creating Stock Groups

From the 'Admin' menu, select 'Stock Groups' to open the following screen:



The screenshot shows the 'Stock Groups' management screen. On the left is a navigation menu with 'Admin' selected, and 'Stock Groups' highlighted. The main content area has a search bar at the top with a 'SEARCH' button. Below the search bar is a table with the following data:

Name	Code	Description	Actions
Default Stock Group	DEFSTKGRP	Default Stock Group	

Buttons above the table include '+ NEW GROUP', 'SHOW ALL', 'HIDE ALL', and 'ACTIONS'.

New stock groups are created by clicking on 'NEW GROUP'.

From the 'New Group' screen complete the required fields for the stock group code and name:



The screenshot shows the 'Edit Group Electrical' form. The 'General' tab is selected. The form contains the following fields:

- Code (required):** ELECT
- Name (required):** Electrical
- Parent Group:** No stock group selected [Change selection](#)
- Description:** Electrical Components

At the bottom of the form are 'UPDATE' and 'CANCEL' buttons.

A parent group can be set once the initial stock groups have been created and this is described later in this document.

A description for the stock group can be entered if required.

Stock Group Defaults

A stock group can be setup with the required default account codes for:

- Stock value
- Cost of sales
- Finished Goods Produced
- Stock Sales
- Cost Issued to Production
- Stock Adjustment

Edit Group Electrical

General Defaults

Chart of Account Defaults

Stock Value Accounts

Default Material Cost: Material Cost (#MSTOCK)

Default Sub Contract Cost: Sub Contract Cost (#SCSTOCK)

Default Labour Cost: Labour Cost (#LSTOCK)

Default Material Cost: Stock Cost of Sales (#MSTKCOST)

Default Sub Contract Cost: Stock Cost of Sales (#SCSTKCOST)

Default Labour Cost: Stock Cost of Sales (#LSTKCOST)

Finished Goods Produced

Material Stock Produced: Value of Stock Produced (#MSTVREC)

Sub Contract Stock Produced: Value of Stock Produced (#SCSTVREC)

Labour Stock Produced: Value of Stock Produced (#LSTVREC)

Stock Sales

Default Sales: Default Sales Account (#DEFSA)

Cost Issued to Production

Material Issued to Production: Cost of Stock Issued to Production (#MSTKISS)

Sub Contract Issued to Production: Cost of Stock Issued to Production (#SCSTKISS)

Labour Issued to Production: Cost of Stock Issued to Production (#LSTKISS)

Stock Adjustment

Material Cost Adjustment: Stock Adjustments (#MSTVADJ)

Sub Contract Cost Adjustment: Stock Adjustments (#SCSTVADJ)

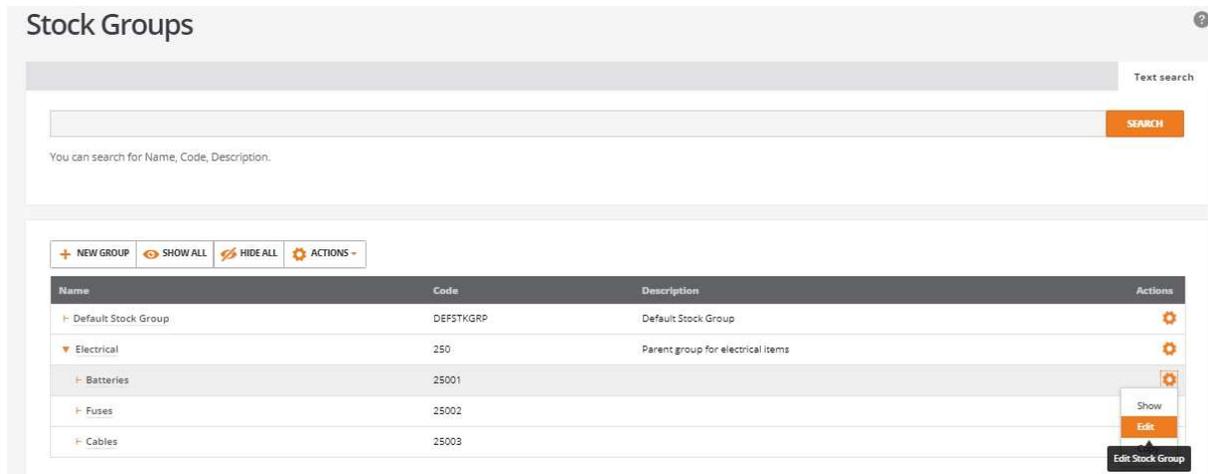
Labour Cost Adjustment: Stock Adjustments (#LSTVADJ)

Where no specific account code is set for any of the stock group account codes, the system will use the default account code as displayed to the right of each field.

When all the default accounts codes have been assigned, click on 'UPDATE' to store the stock group.

Stock Group - Edit

The properties of existing stock groups can be edited by selecting the actions cog and clicking on 'Edit':



The screenshot shows the 'Stock Groups' interface. At the top, there is a search bar with the text 'Text search' and a 'SEARCH' button. Below the search bar, it says 'You can search for Name, Code, Description.' Below that, there are buttons for '+ NEW GROUP', 'SHOW ALL', 'HIDE ALL', and 'ACTIONS -'. The main table has columns for Name, Code, Description, and Actions. The 'Actions' column contains a cog icon. A tooltip is visible over the cog icon for the 'Cables' row, showing 'Show' and 'Edit' options, with 'Edit Stock Group' highlighted.

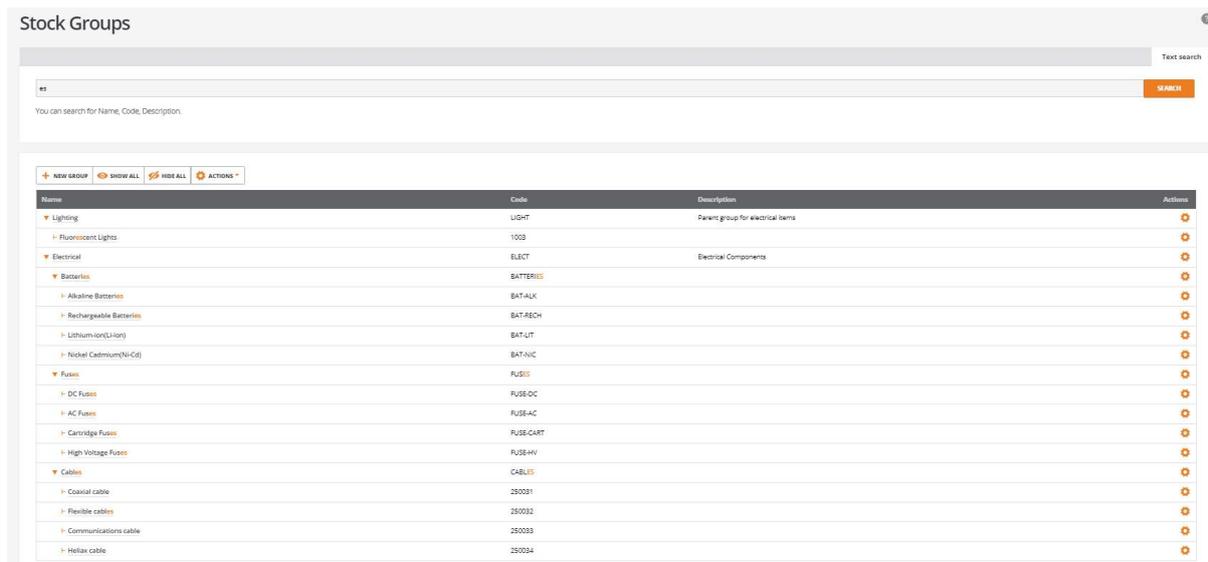
Name	Code	Description	Actions
Default Stock Group	DEFSTKGRP	Default Stock Group	[Cog]
Electrical	250	Parent group for electrical items	[Cog]
Batteries	25001		[Cog]
Fuses	25002		[Cog]
Cables	25003		[Cog]

Stock Group - Copy

A stock group can be copied by selecting the actions cog and clicking on 'Copy'. Using the copy function will create a new stock group copying all the default account codes from the selected stock group.

Stock Group - Search

A text search allows stock groups to be searched for by their group name, code or description by entering part or all of the search characters:



The screenshot shows the 'Stock Groups' interface with a search bar containing 'es' and a 'SEARCH' button. Below the search bar, it says 'You can search for Name, Code, Description.' Below that, there are buttons for '+ NEW GROUP', 'SHOW ALL', 'HIDE ALL', and 'ACTIONS -'. The main table has columns for Name, Code, Description, and Actions. The search results are filtered to show only groups containing 'es' in their name, code, or description.

Name	Code	Description	Actions
Lighting	LIGHT	Parent group for electrical items	[Cog]
Fluorescent Lights	1009		[Cog]
Electrical	ELECT	Electrical Components	[Cog]
Batteries	BATTERIES		[Cog]
Alkaline Batteries	BAT-ALK		[Cog]
Rechargeable Batteries	BAT-RECH		[Cog]
Lithium-Ion(Li-Ion)	BAT-LIT		[Cog]
Nickel Cadmium(Ni-Cd)	BAT-NIC		[Cog]
Fuses	FUSEIS		[Cog]
DC Fuses	FUSE-DC		[Cog]
AC Fuses	FUSE-AC		[Cog]
Cartridge Fuses	FUSE-CART		[Cog]
High Voltage Fuses	FUSE-HV		[Cog]
Cables	CABLES		[Cog]
Coaxial cable	250031		[Cog]
Flexible cables	250032		[Cog]
Communications cable	250033		[Cog]
Hellan cable	250034		[Cog]

Note: The text search will include all results found within the entire stock group list.

Stock Groups – Parent Groups

Once the initial stock groups have been created, parent stock groups can be setup to introduce a hierarchical structure for stock groups.

This shall depend on the level of detail and analysis that is required by the business for managing stock from both financial and stock perspectives.

For example, a company sells electrical components.

From a financial perspective the value of all electrical stock items is recorded in the balance sheet in account code 'Electrical components' within the 'Electrical Items' summary account.

If further financial analysis of 'batteries' is required, they may have their own summary account and account codes setup within 'Electrical items':

▼ Stock	CASSTK	Summary
▼ Trading Stock	STOCK	Summary
├ Material Cost	MSTOCK	BalanceSheet
├ Sub Contract Cost	SCSTOCK	BalanceSheet
├ Labour Cost	LSTOCK	BalanceSheet
▼ Electrical Items	2200	Summary
├ Electrical Components	2201	BalanceSheet
├ Electrical Finished Stock	2202	BalanceSheet
▼ Batteries	22001	Summary
├ Alkaline Batteries	220011	BalanceSheet
├ Rechargeable Batteries	220012	BalanceSheet
├ Lithium-ion Batteries	220013	BalanceSheet

Stock groups can be used to enhance stock analysis and reporting.

For example, from a stock group perspective electrical items can be grouped within stock group 'Electrical':

Stock Groups

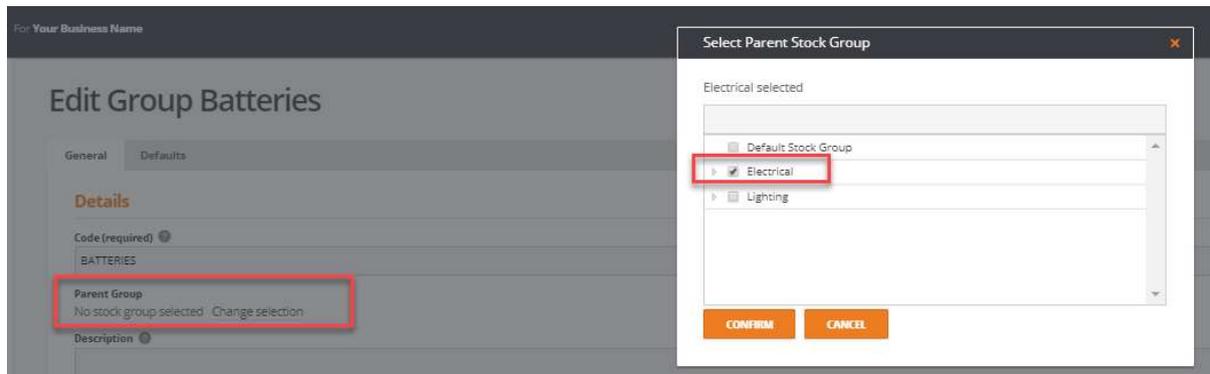
You can search for Name, Code, Description.

+ NEW GROUP
👁️ SHOW ALL
🚫 HIDE ALL
⚙️ ACTIONS

Name	Code	Description
├ Default Stock Group	DEPSTXGRP	Default Stock Group
▶ Lighting	LIGHT	Parent group for electrical items
▼ Electrical	ELECT	Electrical Components

The stock group can be setup with the required default account codes for posting stock value, revenue and cost of sales as well stock issues to production and finished goods.

If further stock analysis is required for batteries, a stock group 'Batteries' can be setup and grouped within electricals by selecting the parent group 'Electricals':



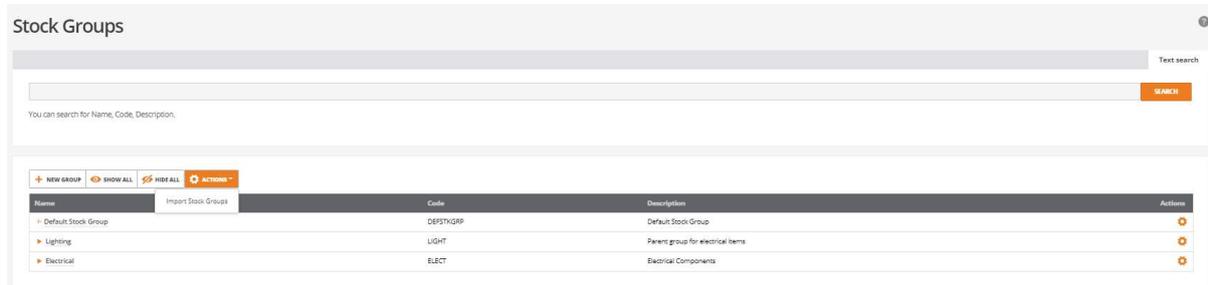
The stock group for 'Batteries' can be setup to use the account codes from its parent group or can be setup with its own designated account codes as required:

Name	Code	Description
[-] Default Stock Group	DEFSTGRP	Default Stock Group
[+] Lighting	LIGHT	Parent group for electrical items
[-] Electrical	ELECT	Electrical Components
[-] Batteries	BATTERIES	
[-] Alkaline Batteries	BAT-ALK	
[-] Rechargeable Batteries	BAT-RECH	
[-] Lithium-ion(Li-ion)	BAT-LIT	
[-] Nickel Cadmium(Ni-Cd)	BAT-NIC	
[+] Fuses	FUSES	
[+] Cables	CABLES	
[-] Sockets	SOCKETS	
[-] 125Volt	250041	
[-] White	2500411	
[-] Red	2500412	
[-] Black	2500413	
[+] 220Volt	250042	
[+] 250 Volt	250043	

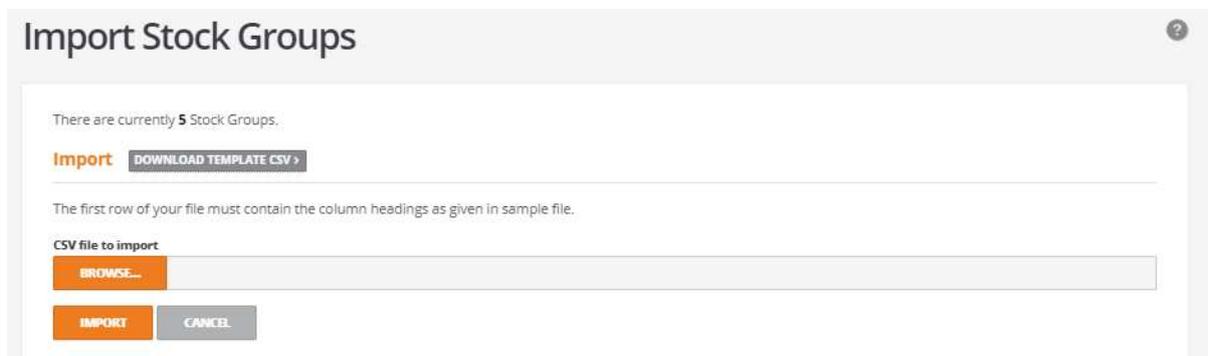
Stock Groups – Import

Stock groups can be imported from a csv format file.

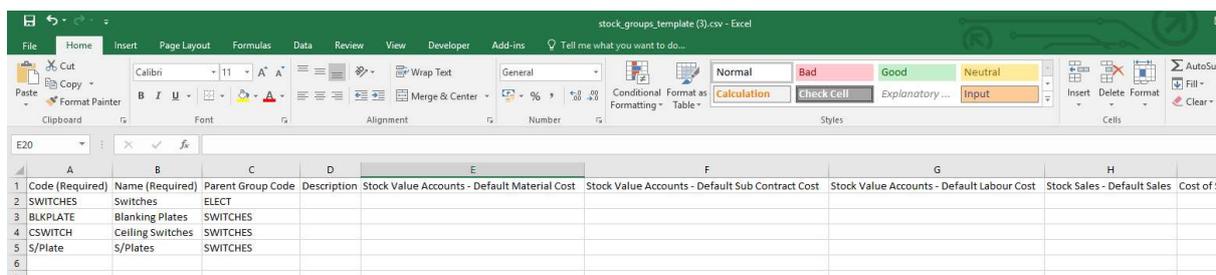
From 'Stock Groups' select 'Actions' button and click on 'Import Stock Groups':



From 'Import Stock Groups' select 'DOWNLOAD TEMPLATE CSV':



A stock group template opens for completion as follows:



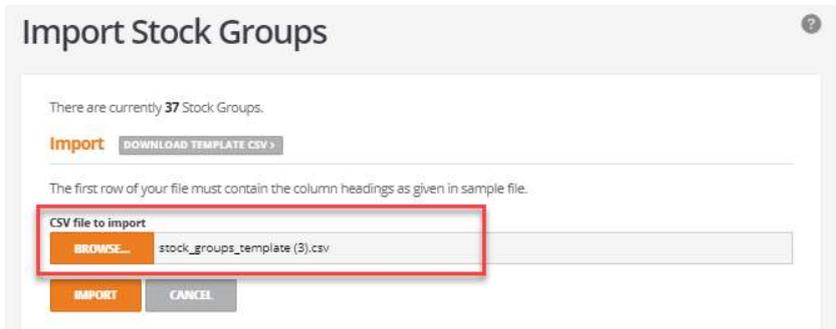
Enter the required fields for stock group code and name.

If the stock group is to be located within an existing stock group, enter a parent group code.

The remaining fields allow default accounts to be setup. If these are left blank, the accounts are inherited from the parent group or the system will use the default account code that are defined in the default stock group.

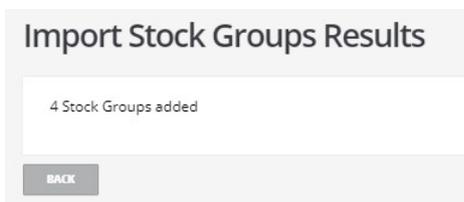
When the csv file is completed it can be imported into BCE.

From 'Import Stock Groups', select 'BROWSE' to locate the csv file:



Click on 'IMPORT'.

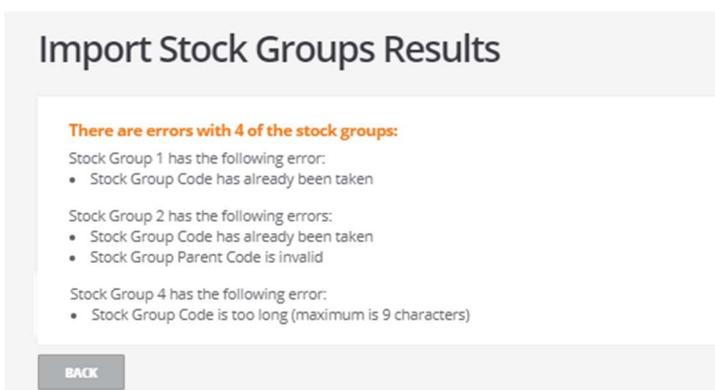
If the file imports successfully the following message confirms the number of stock groups added:



The imported stock groups will appear in the stock group list:

Name	Code	Description
Default Stock Group	DEFSTKGRP	Default Stock Group
Lighting	LIGHT	Parent group for electrical items
Electrical	ELECT	Electrical Components
Batteries	BATTERIES	
Fuses	FUSES	
Cables	CABLES	
Sockets	SOCKETS	
Switches	SWITCHES	
Blanking Plates	BLKPLATE	
Ceiling Switches	CSWITCH	
S/Plates	S/Plate	

If the file import is unsuccessful an error message is returned detailing the reason for the error:

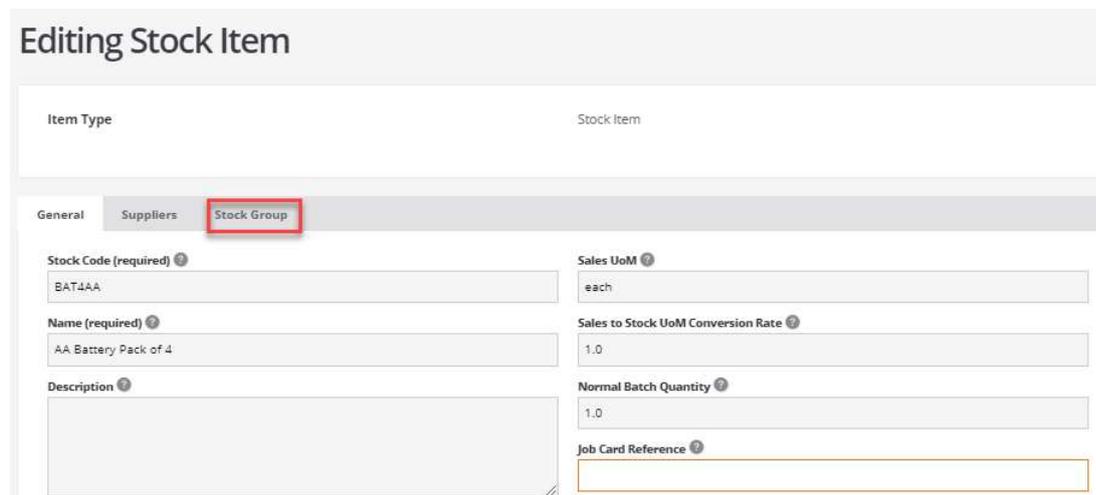


Assigning Stock Items to Stock Groups

Stock groups are a mandatory requirement for all stock items.

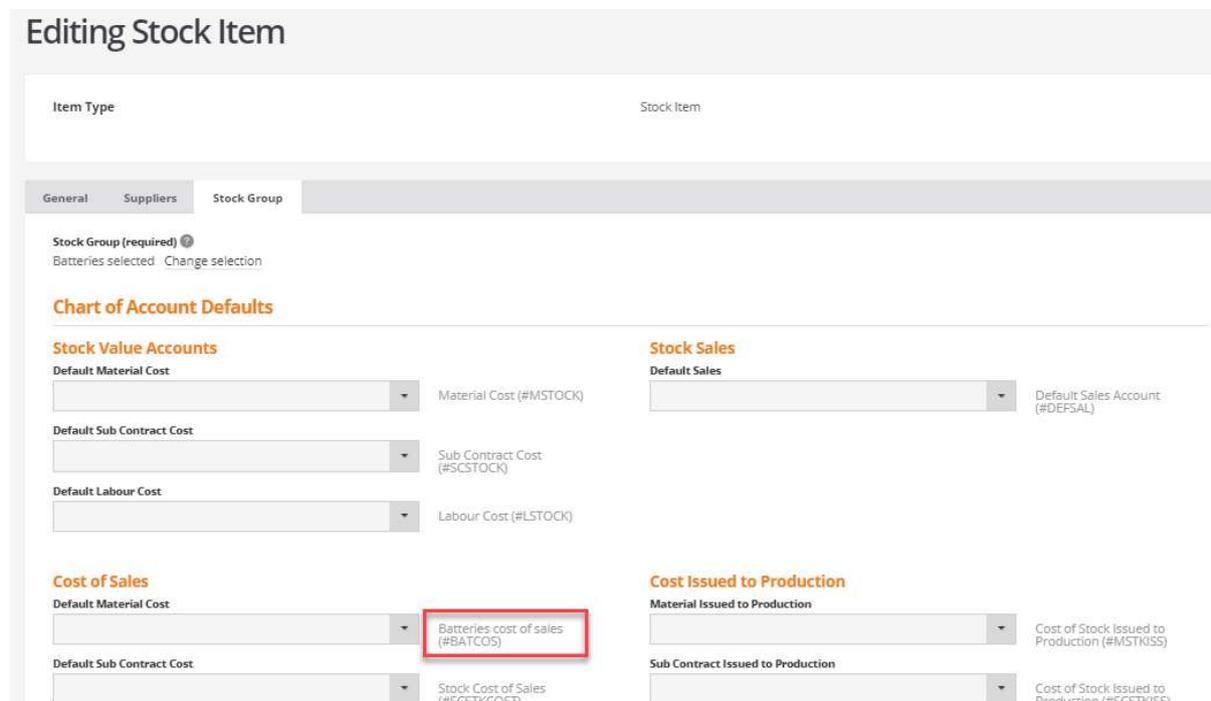
New systems installed from and existing systems upgrading to BCE v1.7.0, will have their stock items assigned to the 'Default Stock Group'.

This approach gives users the ability to plan and introduce stock groups as required:



The screenshot shows the 'Editing Stock Item' interface. At the top, there are tabs for 'General', 'Suppliers', and 'Stock Group', with 'Stock Group' highlighted in red. Below the tabs, there are several input fields: 'Stock Code (required)' with the value 'BAT4AA', 'Name (required)' with 'AA Battery Pack of 4', and 'Description'. On the right side, there are fields for 'Sales UoM' (set to 'each'), 'Sales to Stock UoM Conversion Rate' (set to '1.0'), 'Normal Batch Quantity' (set to '1.0'), and 'Job Card Reference'.

Stock items will inherit the account codes that are set on their parent stock groups:



The screenshot shows the 'Editing Stock Item' interface with the 'Stock Group' tab selected. Under the 'Chart of Account Defaults' section, there are four sub-sections: 'Stock Value Accounts', 'Stock Sales', 'Cost of Sales', and 'Cost Issued to Production'. In the 'Cost of Sales' section, the 'Default Material Cost' dropdown is highlighted in red and contains the text 'Batteries cost of sales (#BATCOS)'. Other dropdowns include 'Default Sub Contract Cost', 'Default Labour Cost', 'Default Sales', 'Material Issued to Production', and 'Sub Contract Issued to Production'.

Note: The inherited default account codes can be further refined by setting chart of account codes at stock item level if required.

Stock Reports

The following 'Stock and Order Items' reports have been extended to include options to filter by stock group:

- Stock Valuation Report
- Turnover Report

Stock Valuation

The stock valuation report can be grouped by stock group:

Stock Group / Stock Item / Location	Unit	Quantity	Material	Sub Con	Labour	Unit Cost	Unit Price	Valuation
Rechargeable Batteries								
Rechargeable AA								
Warehouse		395	10.00	0.00	0.00	10.00	20.00	3950
Rechargeable AAA								
Warehouse		247	10.00	0.00	0.00	10.00	22.00	2470
Total		642						6420
Lithium-ion(Li-ion)								
Lithium AA								
Warehouse	1	125	10.00	0.00	0.00	10.00	23.00	1250
Lithium AAA								
Warehouse		406	10.00	0.00	0.00	10.00	25.00	4060
Total		531						5310

Note: It is not possible to select 'Group by location' and 'Group by stock group' at the same time.

The filtered stock valuation report displayed to screen can be exported to excel csv file format by clicking on 'EXPORT REPORT':

Stock Group	Stock Item	Location	UoM	Quantity	Material	Sub Con	Labour	Unit Cost	Unit Price	Valuation
Rechargeable Batteries	Rechargeable AA	Warehouse		395	10	0	0	10	20	3950
Rechargeable Batteries	Rechargeable AAA	Warehouse		247	10	0	0	10	22	2470
Lithium-ion(Li-ion)	Lithium AA	Warehouse	1	125	10	0	0	10	23	1250
Lithium-ion(Li-ion)	Lithium AAA	Warehouse		406	10	0	0	10	25	4060

Turnover report

The turnover report can be filtered by financial year, financial period and stock group:

Turnover Report

Financial Year: 2020 | Financial Period: Select Financial Period | Date From: | Date To: | Stock Group: No stock group selected

Project: Any | Department: Any | Customers: No customers selected

Stock Type: Stock Item | Stock Location: Any

SEARCH | CLEAR SEARCH | EXPORT REPORT

Note: costs based on stock valuation of stock item types only (all values exclude VAT); quantity based on sales UoM (Unit of Measure) and is net of returns.

Code	Name	Plan Qty	Order Qty	Delivered Qty	Turnover	Ave Price	Cost	Profit	Actions
STKSTD	Stock Standard	0.000	0.000	1.000	£110.00	£110.00	£100.00	£10.00	
BEC AA	Rechargeable AA	0.000	0.000	5.000	£100.00	£20.00	£50.00	£50.00	
BEC AAA	Rechargeable AAA	0.000	0.000	3.000	£66.00	£22.00	£30.00	£36.00	
LIT AA	Lithium AA	0.000	0.000	5.000	£115.00	£23.00	£50.00	£65.00	
LIT AAA	Lithium AAA	0.000	0.000	4.000	£100.00	£25.00	£40.00	£60.00	
Totals for all stocks		0.000	0.000	18.000	£491.00	£200.00	£270.00	£221.00	

The report can be filtered by one or more stock groups using the 'Stock Group' filter:

Turnover Report

Financial Year: 2020 | Financial Period: Select Financial Period | Date From: | Date To: | Stock Group: Lithium(Li-ion) selected

Project: Any | Department: Any | Customers: No customers selected

Stock Type: Stock Item | Stock Location: Any

SEARCH | CLEAR SEARCH | EXPORT REPORT

Note: costs based on stock valuation of stock item types only (all values exclude VAT); quantity based on sales UoM (Unit of Measure) and is net of returns.

Turnover Report

Financial Year: 2020 | Financial Period: Select Financial Period | Date From: | Date To: | Stock Group: Lithium(Li-ion) selected

Project: Any | Department: Any | Customers: No customers selected

Stock Type: Stock Item | Stock Location: Any

SEARCH | CLEAR SEARCH | EXPORT REPORT

Note: costs based on stock valuation of stock item types only (all values exclude VAT); quantity based on sales UoM (Unit of Measure) and is net of returns.

Code	Name	Plan Qty	Order Qty	Delivered Qty	Turnover	Ave Price	Cost	Profit	Actions
LIT AA	Lithium AA	0.000	0.000	5.000	£115.00	£23.00	£50.00	£65.00	
LIT AAA	Lithium AAA	0.000	0.000	4.000	£100.00	£25.00	£40.00	£60.00	
Totals for all stocks		0.000	0.000	9.000	£215.00	£48.00	£90.00	£125.00	

The filtered turnover report displayed to screen can be exported to excel csv file format by clicking on 'EXPORT REPORT':

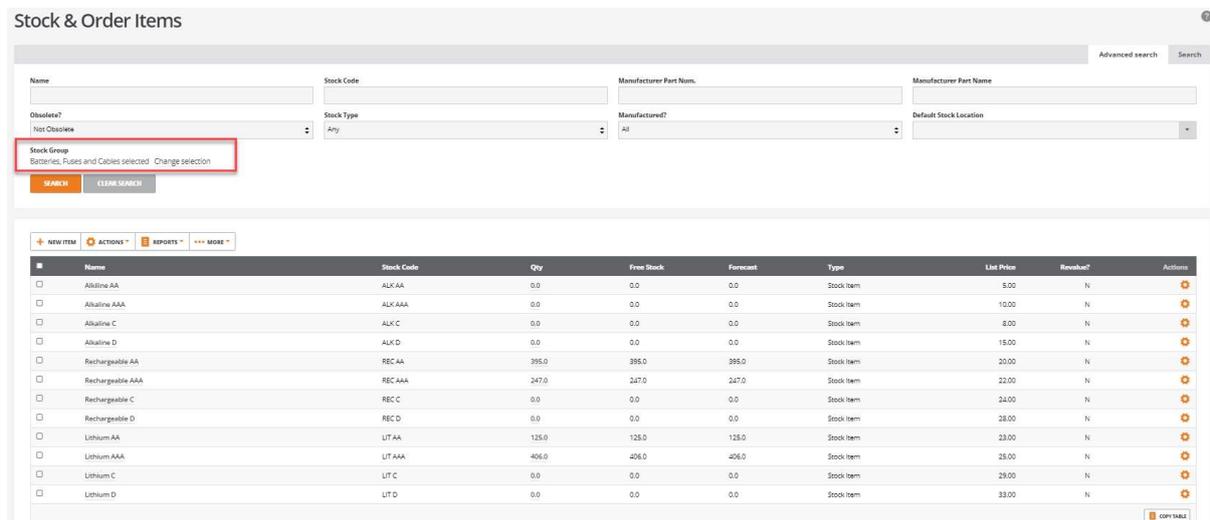
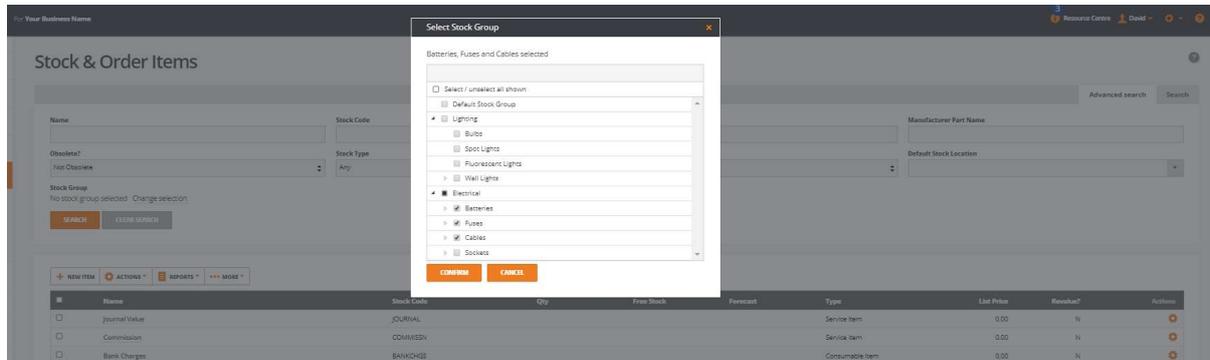
stock_turnover_report (1).csv - Excel

Code	Name	Plan Qty	Order Qty	Delivered Qty	Turnover	Ave Price	Cost	Profit
LIT AA	Lithium AA	0	0	5	115	23	50	65
LIT AAA	Lithium AAA	0	0	4	100	25	40	60

Stock & Order Items – Advanced Search

From 'Stock & Order Items' a 'Stock Group' search function is available from the 'Advanced search' feature.

Selecting stock group/s will return the list of stock items:



Export Stock and Order Items

From the 'MORE' button an option to 'Export Stock and Order Items' provides the ability to export the filtered report to csv file format:

Stock & Order Items

Advanced search

Stock Group: Batteries, Piles and Cables selected [Change selection](#)

SEARCH
CLEAR SEARCH

NEW ITEM
ACTIONS
REPORTS
MORE

	Name	Stock Code	Qty	Free Stock	Forecast	Type	List Price	Revalue?	Actions
<input type="checkbox"/>	Alkline AA	ALK AA	0.0	0.0	0.0	Stock Item	5.00	N	
<input type="checkbox"/>	Alkline AAA	ALK AAA	0.0	0.0	0.0	Stock Item	10.00	N	
<input type="checkbox"/>	Alkline C	ALK C	0.0	0.0	0.0	Stock Item	8.00	N	
<input type="checkbox"/>	Alkline D	ALK D	0.0	0.0	0.0	Stock Item	15.00	N	
<input type="checkbox"/>	Rechargeable AA	REC AA	395.0	395.0	395.0	Stock Item	20.00	N	
<input type="checkbox"/>	Rechargeable AAA	REC AAA	247.0	247.0	247.0	Stock Item	22.00	N	
<input type="checkbox"/>	Rechargeable C	REC C	0.0	0.0	0.0	Stock Item	24.00	N	
<input type="checkbox"/>	Rechargeable D	REC D	0.0	0.0	0.0	Stock Item	28.00	N	
<input type="checkbox"/>	Lithium AA	LIT AA	125.0	125.0	125.0	Stock Item	23.00	N	
<input type="checkbox"/>	Lithium AAA	LIT AAA	406.0	406.0	406.0	Stock Item	26.00	N	
<input type="checkbox"/>	Lithium C	LIT C	0.0	0.0	0.0	Stock Item	29.00	N	
<input type="checkbox"/>	Lithium D	LIT D	0.0	0.0	0.0	Stock Item	33.00	N	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
1	Stock Code	Stock Name	Stock Group Code	Descriptiv	Main Supplier Account Code	Alternativ	Alternativ	Main Supr	Alte									
2	ALK AA	Alkline AA	BAT-ALK															
3	ALK AAA	Alkline AAA	BAT-ALK															
4	ALK C	Alkline C	BAT-ALK															
5	ALK D	Alkline D	BAT-ALK															
6	REC AA	Rechargeable AA	BAT-RECH		EVER01													GBP
7	REC AAA	Rechargeable AAA	BAT-RECH		EVER01													GBP
8	REC C	Rechargeable C	BAT-RECH															
9	REC D	Rechargeable D	BAT-RECH															
10	LIT AA	Lithium AA	BAT-LIT		EVER01									10				GBP
11	LIT AAA	Lithium AAA	BAT-LIT		EVER01									10				GBP
12	LIT C	Lithium C	BAT-LIT															
13	LIT D	Lithium D	BAT-LIT															
14																		