

# Ability Handheld Receiving

Streamline workflows by scanning incoming products & items with a Cipher Lab scanner, then quickly create a receiving voucher or tie the batch to your purchase order in QuickBooks Point of Sale.

# Features

Scan Items

Review Data

Submit Held Voucher

Save Time

Less Errors

Enter items in “Batch” Receiving for a single Vendor

**Coming Soon - Random Cycle Count**

# Buyers Persona

Retailers, wholesalers, distributors who want to streamline the workflow for incoming products and items to batch receive.

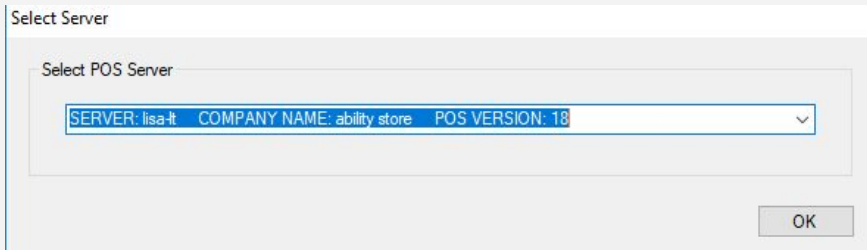
# Features

Setting	Description
Configuration Settings	Open Ability Handheld icon and go to File -> Setup Options to configure settings.
Serial Port	Select your COM Port for the device.
QBPOS Server Connection Info	Make sure QBPOS Company File is in Multi-User Mode.
Computer Name*	Name of Computer
Company Name*	Name of QBPOS Company File
Version Number*	Version of QBPOS
Search for POS Settings	Select this button to scan for POS Server. *This information is automatically populated after you search and select the "server".
Validate Checksums on UPC Normalization	If enabled, a validation of checksums on UPC normalization will be compared against each other.
Search UOM/Alternate Vendors	If enabled, Ability Handheld Receiving will search for UPC's in QBPOS Multiple UOMs and QBPOS Alternate Vendors.
Scan for POS Inventory, Choose One (1)	How do you want Ability Handheld Receiving to scan for POS inventory? Scan Inventory on program start (Default) or before each Handheld Scanner Pull.
Notes	You can only scan items for one (1) Vendor.
Advance Feature - File Import	Import a CSV file with Scan and Quantity.

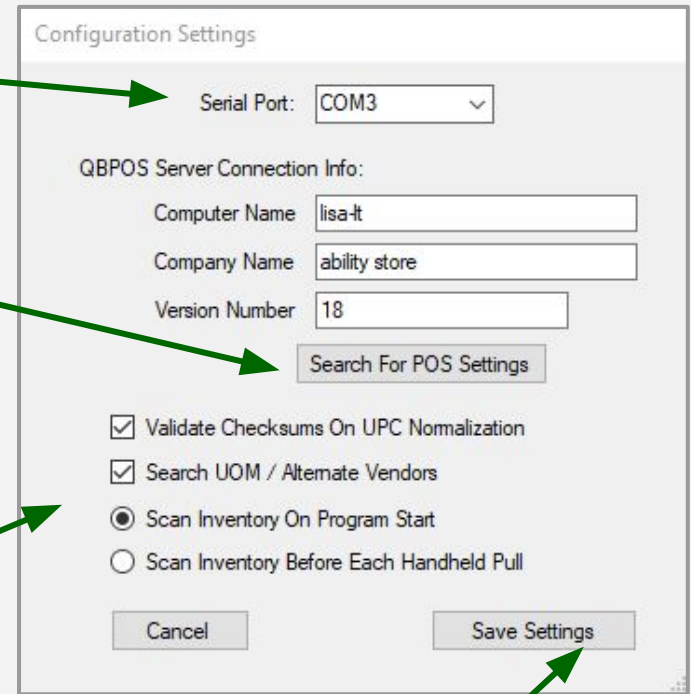
# Configurations & Settings

1. Select the COM Port for your device.

2. Select the “Search for POS Settings” and the choose your POS Server from the list.



3. Select your settings. Review setting information [here](#).

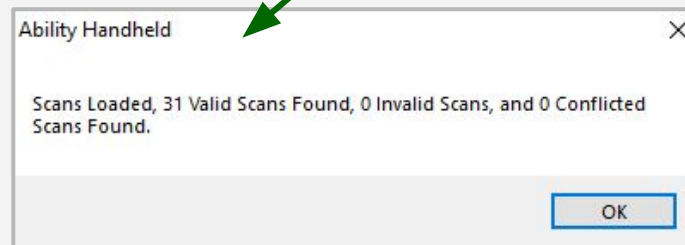
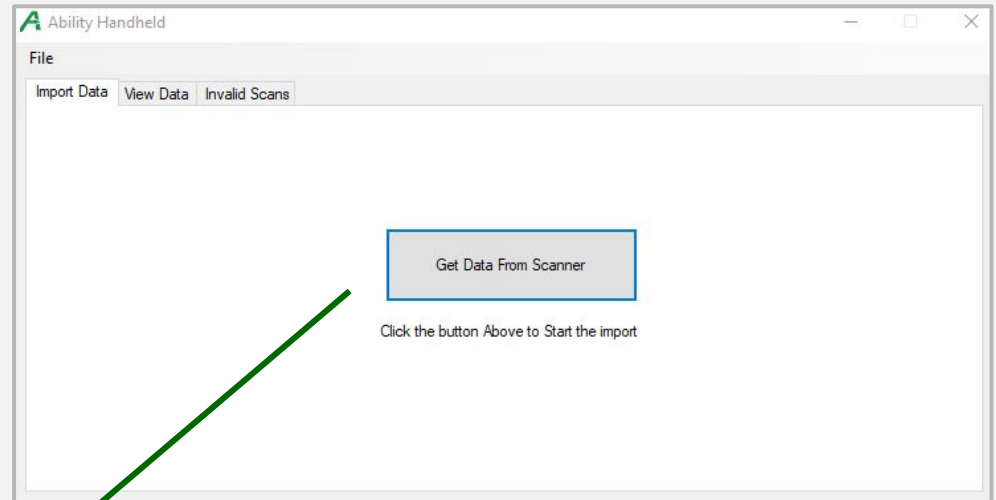


4. Save Settings and start scanning your incoming inventory.

# Workflows

## Step 1

1. Double-click the Ability Handheld icon on the computer desktop.
2. Use your Handheld device to scan the UPC of the Vendor's items that are being received in.
3. Depending on your model, place the device in the cradle or connect the USB cable.
4. Select 2. Upload and enter on the device.
5. Select "Get Data from Scanner."
6. Info prompt is displayed.
7. Select OK.



# Workflows

## Step 2

1. Review Data and Invalid Scans.
2. Enter PO# if you are using PO's in the system.
3. Select Save Scans as Held Voucher.
4. Prompt is displayed with Voucher number.
5. Select OK.

The screenshot shows the 'Ability Handheld' application window. The 'File' menu is open, and the 'Invalid Scans' tab is selected. A table displays the following data:

Item #	Item Name	Qty Scanned	Qty In Stock
13	Table and Chairs	5	8

Below the table, there is a confirmation dialog box titled 'Ability Handheld' with the message: 'A held voucher (#15) has been created against PO #5001. You can finalize the voucher in QuickBooks POS.' The dialog has an 'OK' button. Below the dialog, the 'Apply to PO:' field contains the value '5001'. A green callout box with the text 'Example with PO#' points to this field. At the bottom right, there is a 'Save scans as held voucher' button.

The screenshot shows the 'Ability Handheld' application window. The 'File' menu is open, and the 'Invalid Scans' tab is selected. A table displays the following data:

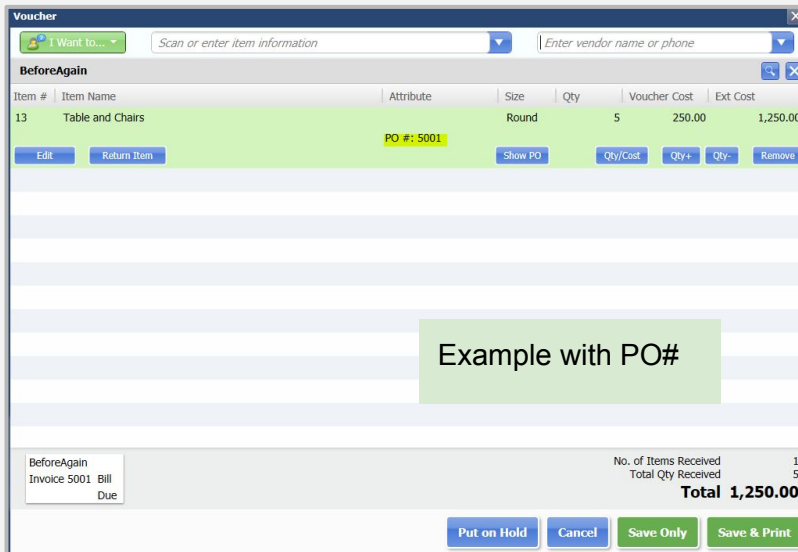
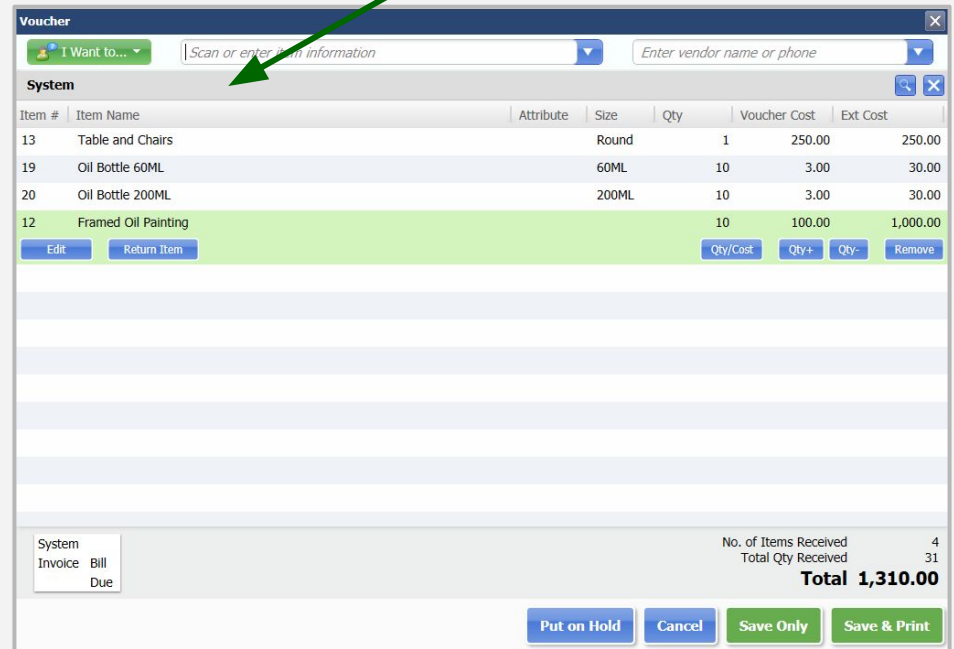
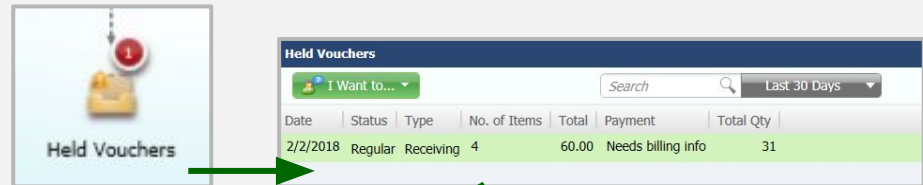
Item #	Item Name	Qty Scanned	Qty In Stock
13	Table and Chairs	1	1
19	Oil Bottle 60ML	10	2
20	Oil Bottle 200ML	10	2
12	Framed Oil P		

Below the table, there is a confirmation dialog box titled 'Ability Handheld' with the message: 'A held voucher (#13) has been created. You can finalize the voucher in QuickBooks POS.' The dialog has an 'OK' button. Below the dialog, the 'Apply to PO:' field is empty. At the bottom right, there is a 'Save scans as held voucher' button.

# Workflows

## Step 3

1. Go to QuickBooks Point of Sale -> Held Vouchers
2. Unhold Voucher
3. Review, make changes
4. Finalize the Voucher





# Requirements

## General Requirements

- ✓ QuickBooks Point of Sale
  - v11
  - v12
  - v18
- ✓ Internet Connection
- ✓ CipherLab Scanner\*

\*Sold separately.

## Contact

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