



AiM User Guide  
Counter Release

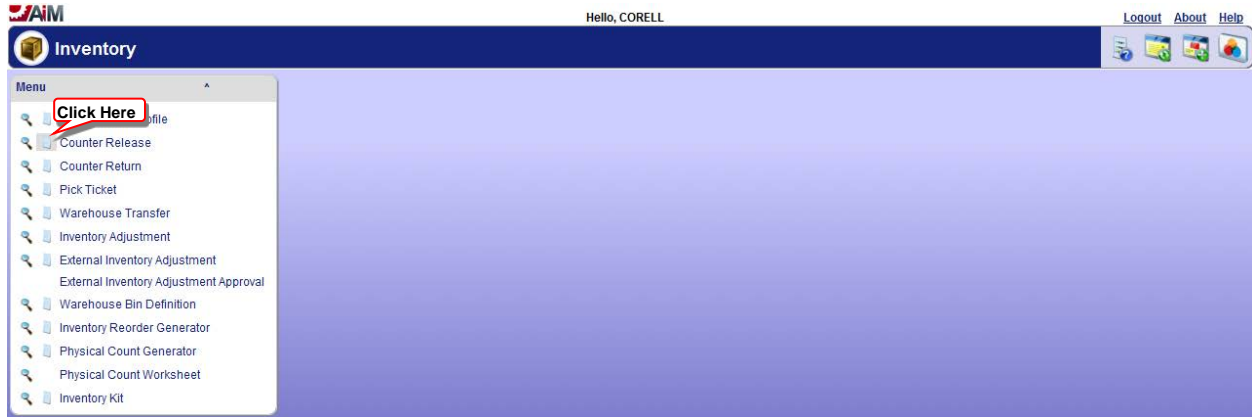
# AiM™ User Guide Counter Release



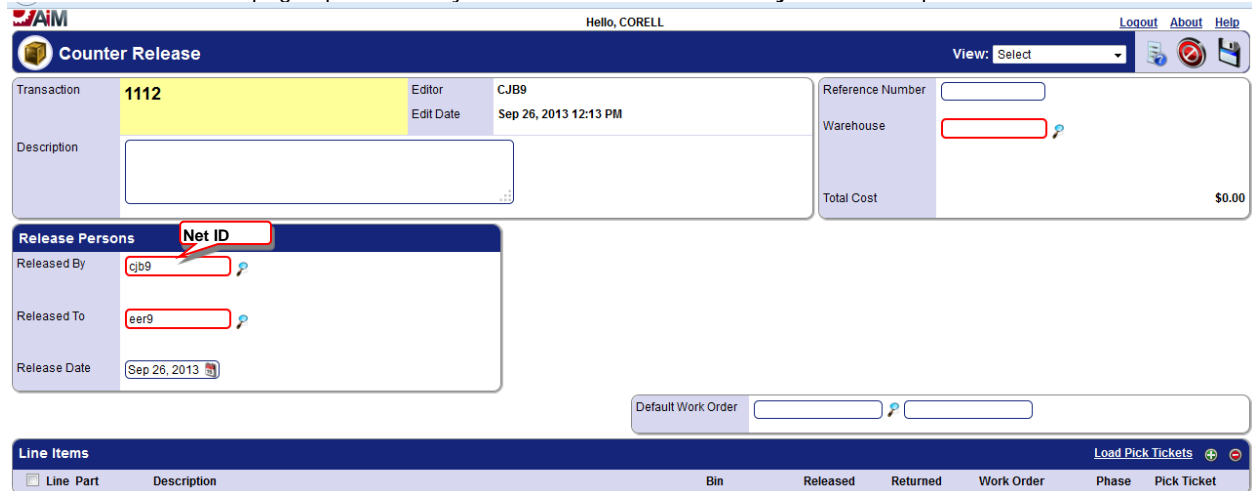
From the Workdesk select the **Inventory** Module




Select the new icon  next to Counter Release



The **Counter Release** page opens, enter your net id as the **Released by** and the recipient net id as the **Released to**



Next Page

Click the zoom icon  to populate the names associated with the net id's.

**Release Persons** **Click Here**

Released By:

Released To:  

Release Date:

Populated Page


**AiM** Hello, CORELL Logout About Help

**Counter Release** View: Select

Transaction: **1112** Editor: CJB9 Edit Date: Sep 26, 2013 12:13 PM


Description:


Reference Number:

Warehouse:  

Total Cost: \$0.00

**Release Persons**

Released By:  

Released To:  

Release Date:

Default Work Order:

**Line Items** Load Pick Tickets

Line Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket

\*\*\*\*\*For this example we will be using the Storeroom as our Warehouse\*\*\*\*\*

Click the zoom icon  next to Warehouse to select the Storeroom


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**Counter Release** View: Select

Transaction: **1112** Editor: CJB9 Edit Date: Sep 26, 2013 12:13 PM


Description:


Reference Number:

Warehouse:   **Click Here**

Total Cost: \$0.00

**Release Persons**

Released By:  

Released To:  

Release Date:

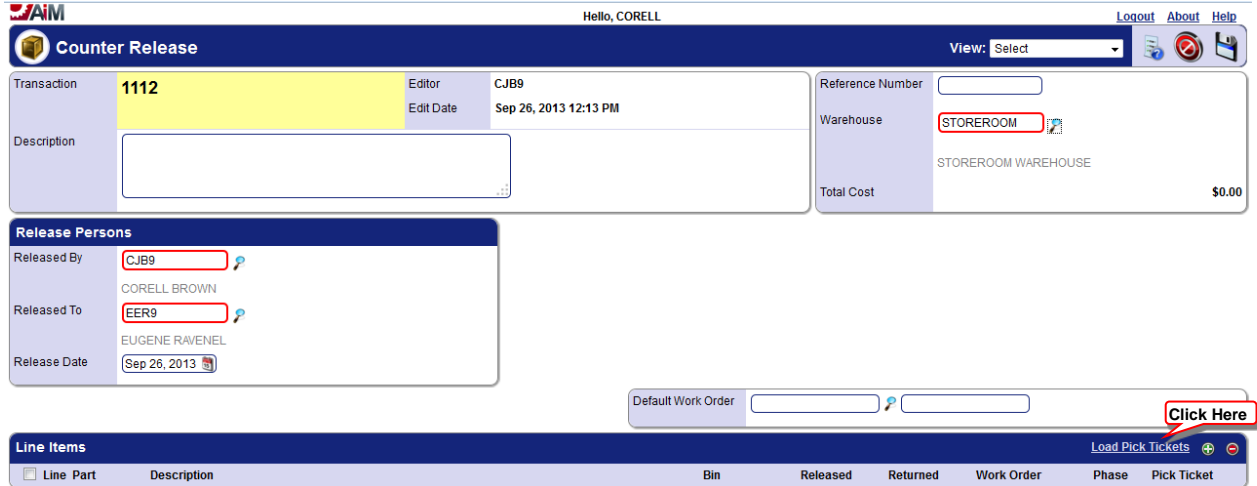
Default Work Order:

**Line Items** Load Pick Tickets

Line Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket

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Select Load Pick Tickets



Transaction: **1112** Editor: CJB9 Edit Date: Sep 26, 2013 12:13 PM

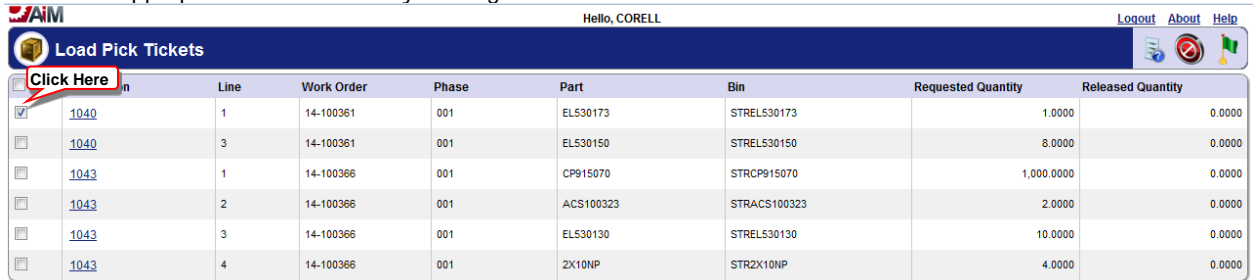
Reference Number: [ ] Warehouse: STOREROOM Total Cost: \$0.00

Release Persons:  
Released By: CJB9  
Released To: EER9  
Release Date: Sep 26, 2013

Default Work Order: [ ] **Click Here**

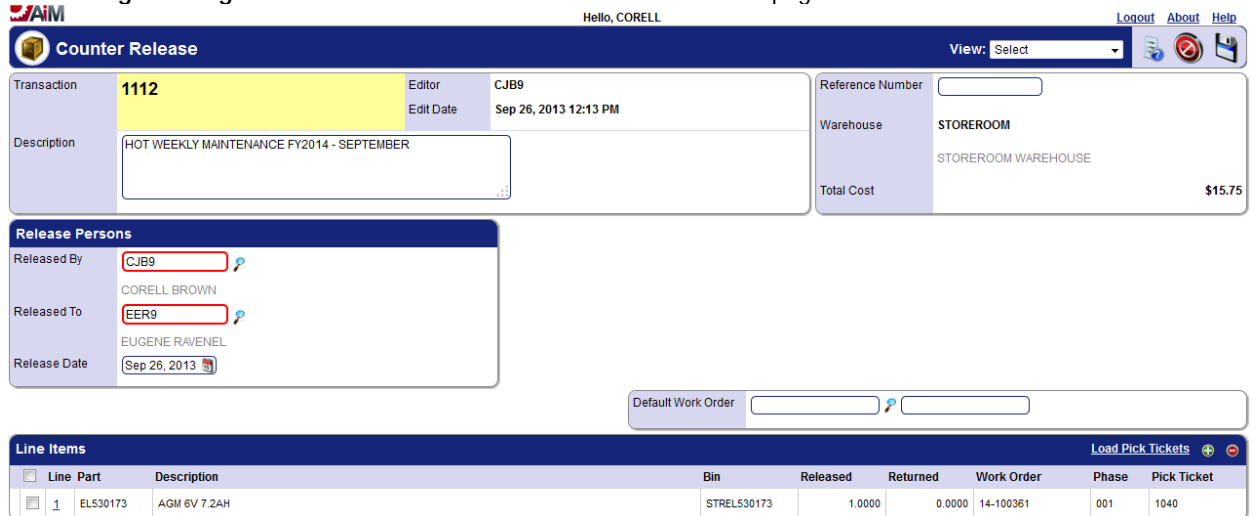
Line Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket
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Select the appropriate Transaction by clicking the box



Line	Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket
<input checked="" type="checkbox"/>	1040	1	14-100361	001	EL530173	STREL530173	1.0000	0.0000
<input type="checkbox"/>	1040	3	14-100361	001	EL530150	STREL530150	8.0000	0.0000
<input type="checkbox"/>	1043	1	14-100366	001	CP915070	STRCP915070	1,000.0000	0.0000
<input type="checkbox"/>	1043	2	14-100366	001	ACS100323	STRACS100323	2.0000	0.0000
<input type="checkbox"/>	1043	3	14-100366	001	EL530130	STREL530130	10.0000	0.0000
<input type="checkbox"/>	1043	4	14-100366	001	2X10NP	STR2X10NP	4.0000	0.0000

Select the green flag. You will be returned to the Counter Release page with the added Pick Ticket



Transaction: **1112** Editor: CJB9 Edit Date: Sep 26, 2013 12:13 PM


Reference Number: [ ] Warehouse: STOREROOM Total Cost: \$15.75

Release Persons:  
Released By: CJB9  
Released To: EER9  
Release Date: Sep 26, 2013

Default Work Order: [ ]

Line	Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket
1	EL530173	AGM 6V 7.2AH	STREL530173	1.0000	0.0000	14-100361	001	1040

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Click save 


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**Counter Release** View:


Transaction	<b>1112</b>	Editor	CJB9	Reference Number	<input type="text"/>
		Edit Date	Sep 26, 2013 12:13 PM	Warehouse	STOREROOM
Description	HOT WEEKLY MAINTENANCE FY2014 - SEPTEMBER				STOREROOM WAREHOUSE
				Total Cost	\$15.75



**Release Persons**

Released By:    
CORELL BROWN

Released To:    
EUGENE RAVENEL

Release Date:  

Default Work Order:  

**Line Items** [Load Pick Tickets](#)  

Line	Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket
1	EL530173	AGM 6V 7.2AH	STRELS30173	1.0000	0.0000	14-100361	001	1040

Transaction will save

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**Counter Release** View:

Transaction	<b>1113</b>	Editor	CJB9	Reference Number	<input type="text"/>
		Edit Date	Sep 26, 2013 12:29 PM	Warehouse	STOREROOM
Description	HOT WEEKLY MAINTENANCE FY2014 - SEPTEMBER				STOREROOM WAREHOUSE
				Total Cost	\$15.75

**Release Persons**

Released By:   
CORELL BROWN

Released To:   
ROBIN SMITH

Release Date:

**Line Items**

Line	Part	Description	Bin	Released	Returned	Work Order	Phase	Pick Ticket
1	EL530173	AGM 6V 7.2AH	STRELS30173	1.0000	0.0000	14-100361	001	1040

End of Document