

Default Warehouses

A company has different sales offices around the country, each one using its own warehouse. The price of an item and its cost differs according to the location as the shipping cost is added to the item cost and the item price. This is facilitated through the [Manage Item Cost Per Warehouse](#) and the [splitting of the purchase orders](#) which facilitates the creation of several Good Receipt PO and therefore several [landed cost](#) documents.

The [reporting](#) per location is done according to the warehouse. Each location has a different series for sales documents. Since the company uses one SAP Business One database it is important that each location uses its own stock and item price. The employees of each location should use the warehouse specific to that location. However, when creating a sales documents, the default warehouse is selected from *Administration -> System Initialization -> General Setting -> Inventory tab*.

In SAP Business One, to enable each sales person with access to goods from the correct warehouse it is important to understand the hierarchy of the warehouse selection, in order to comply with the customer's business process.

Warehouse hierarchy

In the company's database in *General Settings (Administration -> System Initialization -> General Settings -> Inventory tab -> Items tab)*, the *General Warehouse* is set as default:

The screenshot shows the 'General Settings' window with the 'Inventory' tab selected. Under the 'Items' sub-tab, the 'Serial Numbers and Batches' section is visible. The 'Default Warehouse' is set to 'General Warehouse'. A secondary dialog box titled 'Warehouses-(Default) - Setup' is open, showing 'Warehouse Code' as '01' and 'Warehouse Name' as 'General Warehouse'.

No User Defaults Exists:

The user *manager* has no *Defaults* assigned in its *Users - Setup (Administration -> Setup -> General -> Users)*

The screenshot shows the 'Users - Setup' dialog box in SAP Business One. The 'Superuser' checkbox is checked. The 'User Code' is 'manager', 'User Name' is 'manager', and 'E-Mail' is 'manager@hi.mq'. The 'Defaults' field is highlighted with a red box. The 'Branch' is set to 'Main' and the 'Department' is 'General'. The 'Password' is masked with '****'. There are 'OK' and 'Cancel' buttons at the bottom.

In SAP Business One, the sales document by default selects:

1. The default warehouse defined for the item in its *Item Master Data*.
 - a. In the following example, the item *1DWH* has warehouse *06* defined as its default warehouse in its *Item Master Data* - > *Inventory Data* tab.

Item Master Data

Item Number: 1DWH Bar Co
 Description: 1Default warehouse
 Desc. in Foreign Lang.:
 Item Type: Items
 Item Group: Items
 Price List: IMPORT1&2WH1 Unit Pr

General Purchasing Data Sales Data Inventory Da

Set G/L Accounts By: Warehouse
 Inventory UoM:
 Valuation Method: Moving Average

#	Whse Code	Whse Name	Drop Ship	Locked
1	➔ 01	General Warehouse	No	<input type="checkbox"/>
2	➔ 02	JanbeDlo	No	<input type="checkbox"/>
3	➔ 03	Manhe	No	<input type="checkbox"/>
4	➔ 04	Pa isi a	Yes	<input type="checkbox"/>
5	➔ 05	Bonded	No	<input type="checkbox"/>
6	➔ 06	Test	No	<input type="checkbox"/>

b. When item 1DWH, is called in a sales document, warehouse 06 is assigned to the line.

Sales Quotation

Customer: ➔ Builder No. Primary 17
 Name: Builder Status: Open
 Contact Person: ➔ BOB Posting Date: 02.06.09
 Customer Ref. No.: Valid Until: 02.07.09
 BP Currency: GBP Document Date: 02.06.09

Contents Logistics Accounting

Item/Service Type: Item Summary Type: No Summary

#	Item No.	Whse	Quantity	Unit Price	Disc...	Price after Dis...	Tax C...
1	➔ 1DWH	➔ 06	1		0.00		OP1

2. If no default warehouse is assigned for the item, then the default warehouse assigned in the *General Settings - Inventory tab - Items tab* (Also known as the company warehouse) will be selected in the sales document...

- a. In this example, Item 'AWHNS' has all the warehouses defined but none of these warehouses are selected as default for the item.

Item Master Data

Item Number: AWHNS Bar Co

Description: All warehouses no default no lo

Desc. in Foreign Lang.

Item Type: Items

Item Group: Items

Price List: IMPORT1&2WH1 Unit Pr

General Purchasing Data Sales Data Inventory Da

Set G/L Accounts By: Warehouse

Inventory UoM:

Valuation Method: Moving Average

#	Whse Code	Whse Name	Drop Ship	Locked
1	➔ 01	General Warehouse	No	<input type="checkbox"/>
2	➔ 02	JanbeDlo	No	<input type="checkbox"/>
3	➔ 03	Manhe	No	<input type="checkbox"/>
4	➔ 04	Pa isi a	Yes	<input type="checkbox"/>
5	➔ 05	Bonded	No	<input type="checkbox"/>
6	➔ 06	Test	No	<input type="checkbox"/>
7				<input type="checkbox"/>

◀ ▶

OK Cancel

- b. When this item is selected in a sales document, for example a *Sales Quotation*, the system automatically takes the default warehouse assigned to the company under *Administration -> System Initialization -> General Settings-> Inventory tab -> Items tab*.

Sales Quotation

Customer	Builder	No.	Primary	17
Name	Builder	Status	Open	
Contact Person	BOB	Posting Date	02.06.09	
Customer Ref. No.		Valid Until	02.07.09	
BP Currency	GBP	Document Date	02.06.09	

Item/Service Type		Item	Summary Type		No Summary		
#	Item No.	Whse	Quantity	Unit Price	Disc...	Price after Dis...	Tax C...
1	1DWH	06	1		0.00		OP1
2	1WH		1	GBP 1.23	0.00	GBP 1.23	OP1
3	2WHlocked		1		0.00		OP1
4	AWHNS	01	1.000	GBP 1.32	0.00	GBP 1.32	OP1

3. When the company warehouse is not assigned to the item and no default warehouse is defined in the item's master data, no warehouse is automatically selected at row level.
 - a. In this example, item '1WH' has only one warehouse assigned, warehouse 02. This warehouse is not set as default for the item.
 - b. A second item, '2WHlocked', has three warehouses defined but two are blocked and none of these warehouses are assigned as the default warehouse for this item.
 - c. The warehouse assigned as default for the company in the General Settings, is not available for either of these items.

The image shows two screenshots of the SAP 'Item Master Data' dialog box. Both screenshots show the 'Inventory Data' tab. The left screenshot is for item 1WH, and the right is for item 2WHLocked. Both have 'Warehouse' selected for 'Set G/L Accounts By' and 'Moving Average' for 'Valuation Method'. The 'Inventory Data' table in both screenshots has a red box around the first row, indicating the selected warehouse.

#	Whse Code	Whse Name	Drop Ship	Locked
1	02	JanbeDlo	No	<input type="checkbox"/>
2				<input type="checkbox"/>

#	Whse Code	Whse Name	Drop Ship	Locked
1	02	JanbeDlo	No	<input checked="" type="checkbox"/>
2	03	Manhe	No	<input type="checkbox"/>
3	05	Bonded	No	<input checked="" type="checkbox"/>
4				<input type="checkbox"/>

- d. When selecting either of these items in a sales document, the system does not automatically assign a warehouse. Instead it waits for user to select the warehouse. In Sales Quotation No. 17 neither of the items has a warehouse automatically assigned. Only item 1DWH, from point 1 above, has a warehouse automatically assigned, because that is the item's default warehouse.

The screenshot shows the SAP 'Sales Quotation' dialog box for quotation No. 17. The 'Contents' tab is active, displaying a table with 4 items. Item 1DWH has warehouse 06, item 1WH has no warehouse, item 2WHLocked has no warehouse, and item 4AWHNS has warehouse 01. The quantity for item 4 is 1.000.

#	Item No.	Whse	Quantity	Unit Price	Disc...	Price after Dis...	Tax C...
1	1DWH	06	1		0.00		OP1
2	1WH		1	GBP 1.23	0.00	GBP 1.23	OP1
3	2WHLocked		1		0.00		OP1
4	4AWHNS	01	1.000	GBP 1.32	0.00	GBP 1.32	OP1

If the user tries to add the document without a warehouse selected, on row level of the Quotation, an system message is displayed:

Warehouse for row 2 was not assigned

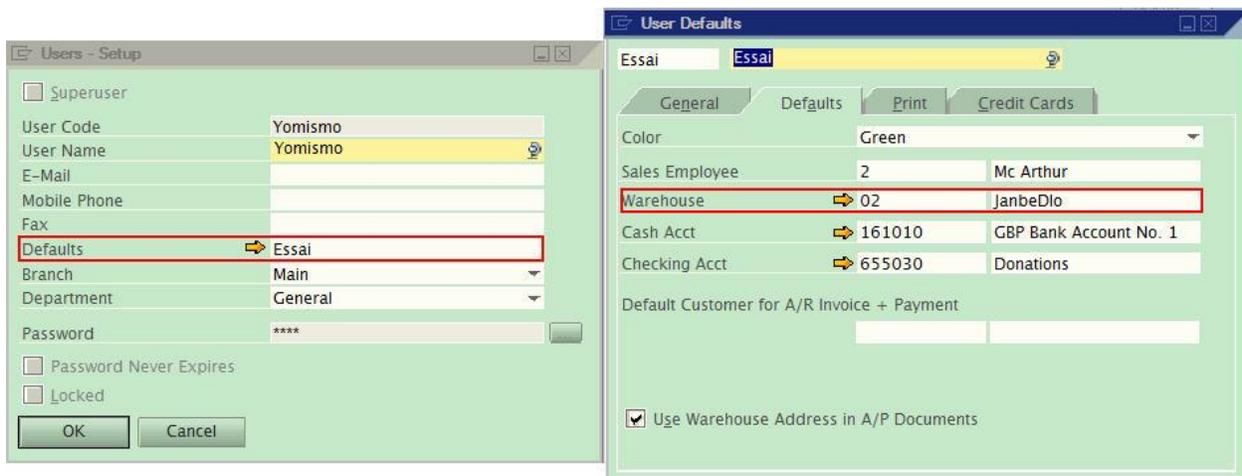
In summary when there are no user default the warehouse is selected as below:

Scenario #	Warehouses assigned in Item Master Data	Default Warehouse assigned in Item Master Data	Warehouse selection in Sales Document
1	All Warehouses selected	Yes	Default Warehouse.
2	All Warehouses selected	No	Company default warehouse defined under: Administration -> System Initialization -> General Setting -> Inventory tab -> Items tab.
3	One warehouse selected	No	No Warehouse automatically selected
3	All Warehouses selected Some Warehouses locked*	No	Company default warehouse defined under: Administration -> System Initialization -> General Setting -> Inventory tab -> Items tab.
3	Some warehouse selected* Some Warehouse locked	No	No Warehouse automatically selected

* Excludes Warehouse defined as default for the company in General Settings

User Defaults Exists:

In the Users - Setup, the user Yomismo contains the User Defaults, Essai. The Essai User Defaults has warehouse 02 defined as default, as can be seen in the following screenshot:



When User Defaults, which contains a default warehouse, are assigned to a user it takes priority if no other defaults exist for an item. In SAP Business One, the sales document by default selects:

1. The default warehouse assigned to the item in the item master data.

The screenshot shows the 'Sales Quotation' interface. Under the 'Logistics' tab, the 'Item/Service Type' is set to 'Item'. Below this is a table with the following data:

#	Item No.	Whse	Quantity
1	1DWH	06	1

The row for item 1 is highlighted with a red border, indicating that warehouse 06 is the default for this item.

2. In all other cases the default warehouse assigned to the user.

The screenshot shows the 'Sales Quotation' interface with multiple items. The table below shows the data:

#	Item No.	Whse	Quantity
1	1DWH	06	1
2	1WH	02	1
3	2WHLocked	02	1
4	AWHNS	02	1.000

Items 2, 3, and 4 are highlighted with a red border, showing that their warehouse (02) is selected based on the user's default, as they do not have a specific warehouse assigned in their item master data.

In summary when user default exists, the warehouse is selected as below:

Scenario #	Warehouses assigned in Item Master Data	Default Warehouse assigned in Item Master Data	Warehouse selection in Sales Document
1	All Warehouses selected	Yes	Default Warehouse
2	All Warehouses selected	No	Warehouse defined in the <i>User Defaults</i>

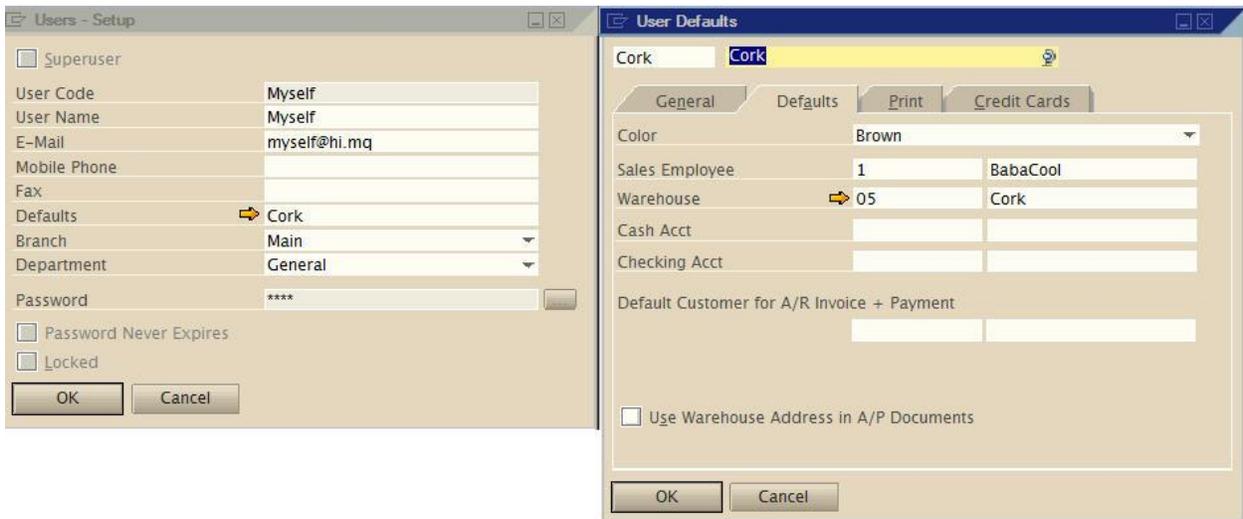
Scenario #	Warehouses assigned in Item Master Data	Default Warehouse assigned in Item Master Data	Warehouse selection in Sales Document
3	One warehouse selected*	No	Warehouse defined in the <i>User Defaults</i>
3	All Warehouses selected Some Warehouses locked*	No	Warehouse defined in the <i>User Defaults</i>
3	Some warehouse selected* One or more warehouses locked	No	Warehouse defined in the <i>User Defaults</i>

*Excludes Warehouse defined as default for the company in General Settings

Assigning a warehouse per location

Based on the hierarchy described above, it will be necessary to assign a user default setting per user or per location and assign it to the user of the relevant location. If this is selected, there should be no default warehouse assigned to the item in its *Item Master Data - Inventory* tab. If the item is meant to be sold in this location, the warehouse should be defined for this item.

In the following example, a warehouse exists per physical location. The user *Myself* is assigned the *Cork Users Defaults*, the warehouse for the Cork sales office. The *Cork User Defaults* has warehouse *05* defined as its default warehouse.



Item *1DWH* is now updated so that there is no default warehouse defined. The descriptions of warehouses *05* and *06* have also changed to answer this business process.

Item Master Data

Item Number: 1DWH
 Description: 1Default warehouse
 Desc. in Foreign Lang.:
 Item Type: Items
 Item Group: Items
 Price List: IMPORT1&2WH1

General | Purchasing Data | Sales Data | Inventory

Set G/L Accounts By: Warehouse
 Inventory UoM:
 Valuation Method: Moving Average

#	Whse Code	Whse Name	Locked
1	➔ 01	General Warehouse	<input type="checkbox"/>
2	➔ 02	JanbeDlo	<input type="checkbox"/>
3	➔ 03	Manhe	<input type="checkbox"/>
4	➔ 04	Pa isi a	<input type="checkbox"/>
5	➔ 05	Cork	<input type="checkbox"/>
6	➔ 06	Galway	<input type="checkbox"/>
7			<input type="checkbox"/>

OK Cancel

When any item is selected in a sales document, for example a *Sales Quotation*, all items are assigned the user default warehouse, except if the item is not available in this warehouse.

Sales Quotation

Customer → Builder
 Name Builder
 Contact Person → BOB
 Customer Ref. No.
 BP Currency GBP

Contents Logistics

#	Item No.	Whse	Quantity
1	1DWH	05	1
2	1WH		1
3	2WHLocked	05	1
4	AWHNS	05	1
5			

To prevent the user manually changing the warehouse at row level in a sales document, the *Warehouse* field can be set as inactive and or not visible in the *Table Format* and *Row Format* tabs of the *Form Settings* (Tools -> Form Settings), for the document.

Form Settings - Sales Quotation

Table Format Row Format Document

Column	Visible	Active
#	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Type	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Whse	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Form Settings - Sales Quotation

Table Format Row Format Document

Column	Visible	Active
Item No.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Whse	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If necessary the user could be granted *No Authorization* for the *Form Settings* or the field could be disabled through SDK.

Authorizations

Subject	Authorization
General	Various Authorizations
Send Message	Full Authorization
Print Layout Designer	Full Authorization
Change Default Report	Full Authorization
Query Print Layout...	Full Authorization
Document Settings	No Authorization
Edit Document Tables	Full Authorization