

Goods & Services Groups

Item groups enable grouping¹⁾ and marshalling²⁾ in various stocks and sales reports.

The following rules apply:

- A group code is comprised of up to four characters.
- Any character can be used in the group code. Lower and uppercase letters are differentiated.
- Marshalling in the report will be done in the alphabetical order of the group codes.
- Group codes with one, two or three characters are used solely for marshalling the report.
- An item can only be assigned a single four character group code.

An example arrangement of group codes for goods:

- E - Electric
 - Ec - computer components
 - **Ec00** - Motherboards
 - **Ec01** - Graphic cards
 - EcM - Memory
 - **EcMd** - DDR memory cards
 - **EcMh** - Hard disk drives
 - **EcMs** - SD memory cards
 - Ee - electronic components
 - EeR - Resistors
 - **EeRS** - SMD Resistors
 - **EeRT** - Through hole Resistors
 - EeC - Capacitors
 - **EeCX** - Capacitors
- M - Mechanical
 - **M000** - Mechanical components

[[Items can only be assigned to the **bold** groups and reports would be marshalled in the above shown alphabetical order with totals and subtotals.
For example:

Group/Item	Qty	Value
E - Electric		
Ec - computer components		
Ec00 - Motherboards		
* Asus	1	10.00
* HP	2	
* Lenovo	3	
Ec01 - Graphic cards		
* Nvidia	10	
EcM - Memory		
EcMd - DDR memory cards		

Group/Item	Qty	Value
E - Electric		
Ec - computer components		
<i>Ec00 - Motherboards</i>		
* 1Gb	4	
* 2Gb	5	
* 4Gb	6	
* 8Gb	7	
<i>EcMh - Hard disk drives</i>		
* 1TB	10	
* 2TB	20	
<i>EcMs - SD memory cards</i>		
* 16Gb	50	
* 32Gb	50	
Ee - electronic components		
EeR - Resistors		
<i>EeRS - SMD Resistors</i>		
*	5000	
*	3000	
<i>EeRT - Through hole Resistors</i>		
*	300	
*	300	
EeC - Capacitors		
<i>EeCX - Capacitors</i>		
*	100	
*	300	
*	400	
M - Mechanical		
<i>M000 - Mechanical components</i>		
*	5	
*	10	
*	15	
*	20	

1)

refers to presenting similar items with similar qualities together under a common head inside reports

2)

arrangement and order of items in the report

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