



## Scan Each User Manual

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Scanco Support Email - [support@scanco.com](mailto:support@scanco.com)

Scanco Support Phone number - 330-645-9959 Opt. 3

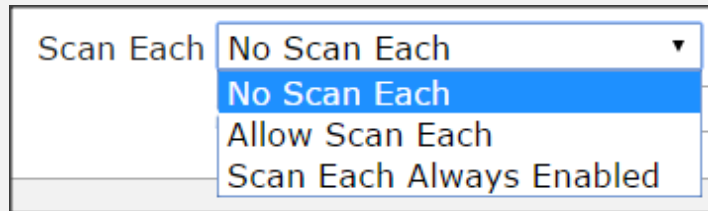


## Item Entry Prompt

Scan or key in any valid item at this prompt.

The Scan Each button is controlled by the option in the Scanco portal shown below.

- “No scan each” will remove the ‘Each’ button shown at the item prompt.
- “Allow Scan Each” will display the button and the user can turn it on\off.
- “Scan Each Always Enabled” will enable the button and the user cannot turn it off.



Purchase Order 000 ABC ✓

Batch # 00001

Order # 0010017

Item [Redacted]

Review

Back Each Keys Send Lookup Enter



## Enabling Scan Each

After pressing the 'Each' button, this message will be displayed.

Inventory Receipt 000 ABC ✓

Batch # 00007

Warehouse 000 | (MB) CENTRAL W/

Item

Do you want to start Scan Each Item Entry?

Scan barcodes into the Item field for each scan.

Yes No

Review

Back Each Keys Print Send Pallet Lookup Enter

### Buttons

**Yes:** to enable 'scan each'. All items collected will automatically be entered with a quantity of 1'.

**No:** to cancel enabling 'scan each'

Inventory Receipt 000 ABC ✓

Batch # 00007

Warehouse 000 | (MB) CENTRAL W/

Item

Review

Back Each Keys Print Send Pallet Lookup Enter

### Disabling Scan Each

After pressing the 'Each' button, this message will be displayed.

Inventory Receipt 000 ABC ✓

Batch # 00007

Warehouse 000 | (MB) CENTRAL W/

Item

Do you want to stop Scan Each Item Entry?

Yes No

Review

Back Each Keys Print Send Pallet Lookup Enter

### Buttons

**Yes:** to enable 'scan each'. All items collected will automatically be entered with a quantity of 1'.

**No:** to cancel enabling 'scan each'.