

Inventory Management: Rapid Implementation Blueprint

This report will outline how you will manage your inventory levels, provide a blueprint you can alter as per your products manufacturing and shipping times to always stay in stock.

Purpose

To provide you with an operating procedure to manage your products inventory levels and order times.

Requirements

- Seller Central login
- Minimum Order Quantity for each product
- Manufacturing time for each product

- Shipping duration for your products
- Order cost for each product
- Excel or Google Sheets

Key Terms

- **Minimum Order Quantity:** the smallest amount of stock you can purchase for each product.
- **Lead Time:** The estimate of how long it takes your stock to get to an Amazon fulfillment center, once you place your order (Manufacturing time + Shipping time).
- **Case Pack Quantity:** The total number of units you can fit in one carton.

Procedure

1. Set Up Your Defaults in Seller Central

Take the following steps to set up your defaults in Amazon Seller Central:

1. Log in to your account by going to <https://sellercentral.amazon.com/>
2. Enter your email and password to access your account details.

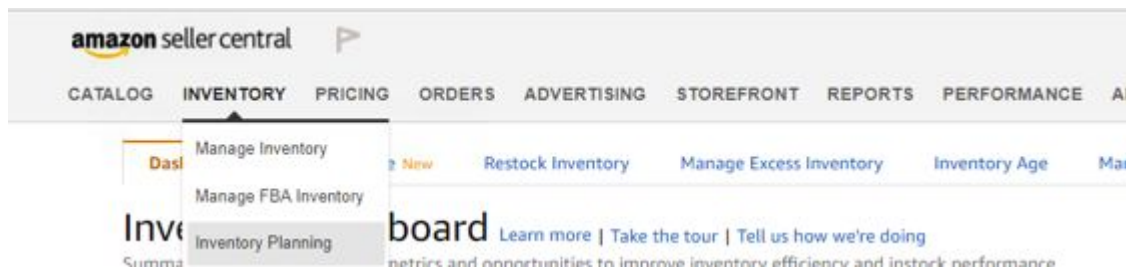
Sign in

Email (phone for mobile accounts)

Password [Forgot your password?](#)

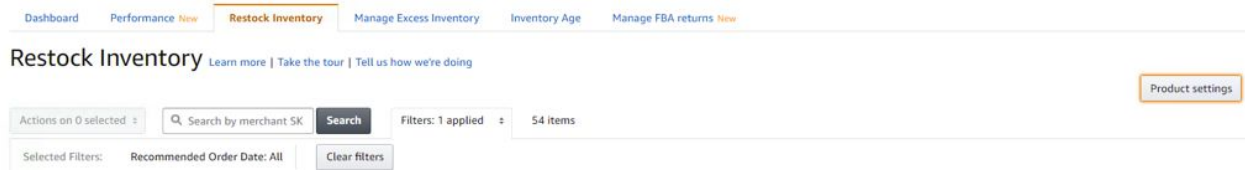
Keep me signed in. [Details](#) ▼

3. Hover your cursor over “Inventory” and select “Inventory Planning” from the drop-down menu.



4. This brings you to a dashboard—once this dashboard is set up properly, it will show you:
 - a. How many skus you should restock.

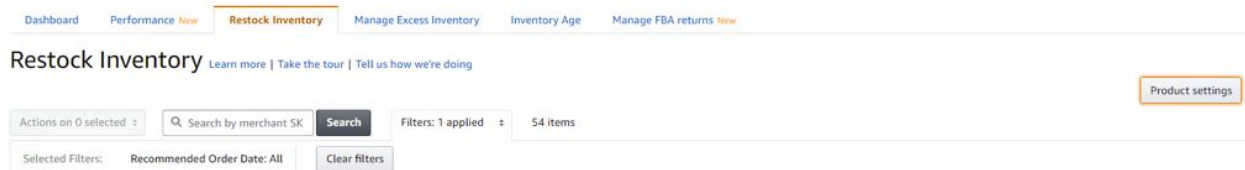
5. Click the “Restock Inventory” tab.



6. From here, there are two different options for managing your inventory:

Option One: Bulk Inventory Settings

7. Click the “Product settings” button at the far right.



8. This takes you to a new page where you can download a report and process a bulk upload of your minimum order quantity, cost, and lead times.

9. Click “Generate report,” fill it out, then upload it to your inventory settings page.

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Inventory product settings [Learn more](#) | [Tell us how we're doing](#)

Upload a file to make bulk changes to your inventory product settings.

Enable products via upload

Step 1: Generate and then download your product-level inventory settings file.

[Generate report](#)

i You have not requested any reports.

Date Requested	Reference ID	Report Status
Last updated 6/16/2018, 4:45:57 PM		

Step 2: Open a spreadsheet program. Adjust your inventory settings for each product, such as supplier lead time and reorder frequency.

Step 3: You can enable ASINs to receive inventory planning recommendations, such as restock suggestions. However, you need to enter additional information on the page to get the most accurate recommendations.

File upload [Choose File](#) No file chosen

[Upload file](#)

Date Uploaded	Feed Status	Processing Report
Last updated 6/16/2018, 4:45:57 PM		

Option Two: Product-Specific Inventory Stats

10. Click the “View details” button to the far right of the product.

amazon seller central [Help](#) [Messages](#) | [Help](#) | [Settings](#)

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Restock Inventory [Learn more](#) | [Take the tour](#) | [Tell us how we're doing](#)

[Product settings](#) [Download report](#) [Preferences](#)

Actions on 0 selected | Search by merchant SK [Search](#) Filters: 1 applied | 54 items

Selected Filters: Recommended Order Date: All [Clear filters](#)

Filters: Supplier Recommended Order Date Hidden Products

SKU	Product Name ASIN FNSKU	Supplier	Sales (last 30 days)	Price	Days of Supply units (incl inbound)	Recommended Order Qty	Recommended Order Date	Action
		unassigned	\$26,909.13 1029 unit(s)	\$31.97	13 385 unit(s) Low stock	1242	6/16/2018 Today	View details
		unassigned	\$9,345.96 468 unit(s)	\$21.97	45 673 unit(s) Low stock	1242	6/16/2018 Today	View details

11. You will be taken to that product's inventory stats page. On that page, fill out the following information:
 - a. Supplier part number
 - b. Supplier lead time
 - c. Reorder frequency
 - d. Case pack quantity
 - e. Minimum order quantity

SKU Details [Learn more](#) | [Take the tour](#) | [Tell us how we're doing](#)
 Fine-tune your restock recommendations

Save

Product Info

Your basic product information

Merrbant SKU	ASIN	FNSKU	Condition	Fulfilled by
			New	Amazon

Restock Settings

Adjust these inputs to tune your recommended order date and quantities. Note: changes to these settings will apply to all SKUs with the same FNSKU.

Supplier	Supplier part no.	Supplier lead time	Supplier ships direct to Amazon?
unassigned	<input type="text"/>	<input type="text" value="8"/> week(s)	<input type="radio"/> Yes <input checked="" type="radio"/> No
Reorder frequency	Case pack qty	Min order qty	
<input type="text" value="8"/> week(s)	<input type="text" value="27"/> unit(s)	<input type="text" value="27"/> unit(s)	

Profitability

Your sales price and cost of purchase help us determine your profit margin and estimate your order amount

Your price	Fees preview	Cost of purchase	Buybox price
\$19.97	\$7.71	<input type="text" value="\$"/> per unit	\$19.97

1 New from \$19.97 + \$0.00 shipping

Sales

Your sales information

Sales (units)
30 days \$9,345.96 (468)

Recommendation Summary

These numbers have been calculated based on your input and our forecast data

Recommended Order Qty	Recommended Order Date
1242	Today (6/16/2018)
Est Order Amount	Gross margin
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Do you have inventory that you can send in right now? If yes, [Create shipping plan](#)

Inventory Levels

Details about your inventory for this product

Total Units	Other Inventory	Days of Supply
673 *	16	45
672: Available	3: Unfulfillable	Inventory Value
0: Inbound	4: Customer Order	---

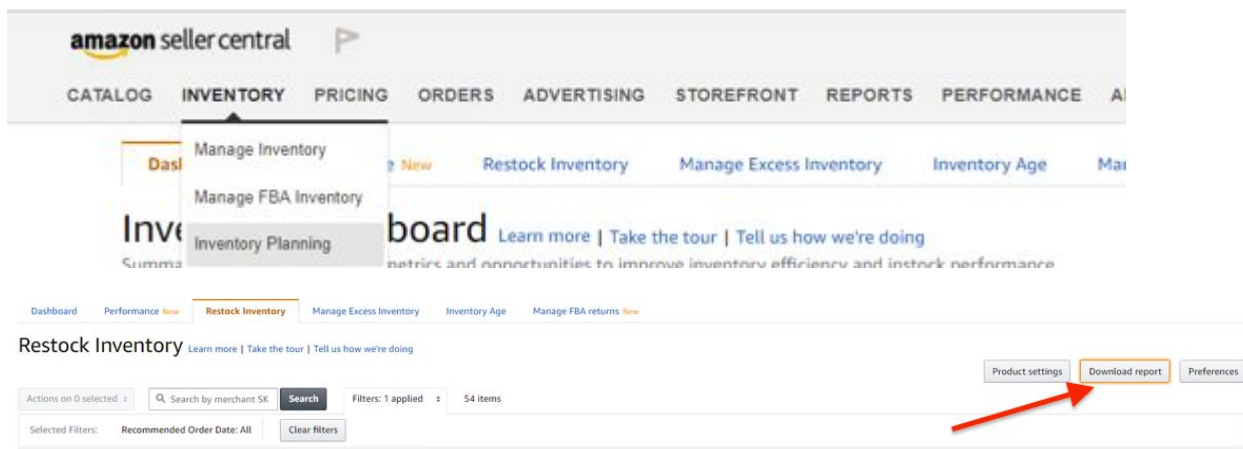
12. After filling out the information, click “Save.”

2. Reporting

We recommend downloading an inventory report once a week, to make sure you stay on top of your numbers.

Take the following steps to download your report:

1. Log in to your Amazon Seller Central account.
2. Hover your cursor over “Inventory,” then click “Inventory Planning” from the drop-down menu.
3. Click “Restock Report,” then click “Generate Report.”



Restock Report [Learn more](#) | [Tell us how we're doing](#)

Download and view your restock recommendations

Generate your report and then click the download link below.

 You have not requested any reports.

Date Requested	Reference ID	Report Status
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4. Download the report and open the .txt file in Excel or Google Sheets.
5. Review the spreadsheet, which covers where all of your inventory is, whether it is:
 - a. Inbound
 - b. Available
 - c. FC transfer
 - d. FC Processing
 - e. Customer Order
 - f. Unfulfillable.
6. You will see the “Estimated days in Supply” (column Q), as well as any inventory stock alerts (e.g., *out_of_stock*, *low_stock*), with a recommended order quantity based on your minimum order quantity added earlier and the manufacture timeframe.
7. Use this as a base for your next order of stock or give it directly to your supplier. **NOTE:** Seasonal items or major holidays coming up will require you to look at the previous year’s sales to make a better inventory forecast and order.