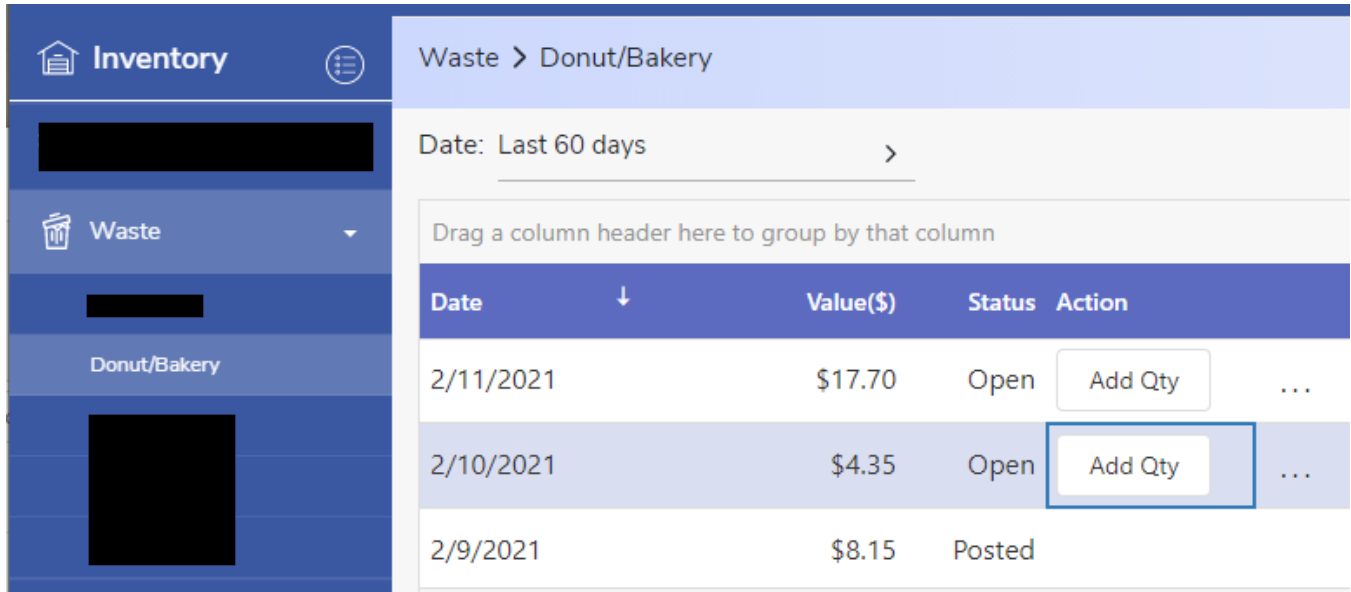


## Entering Waste

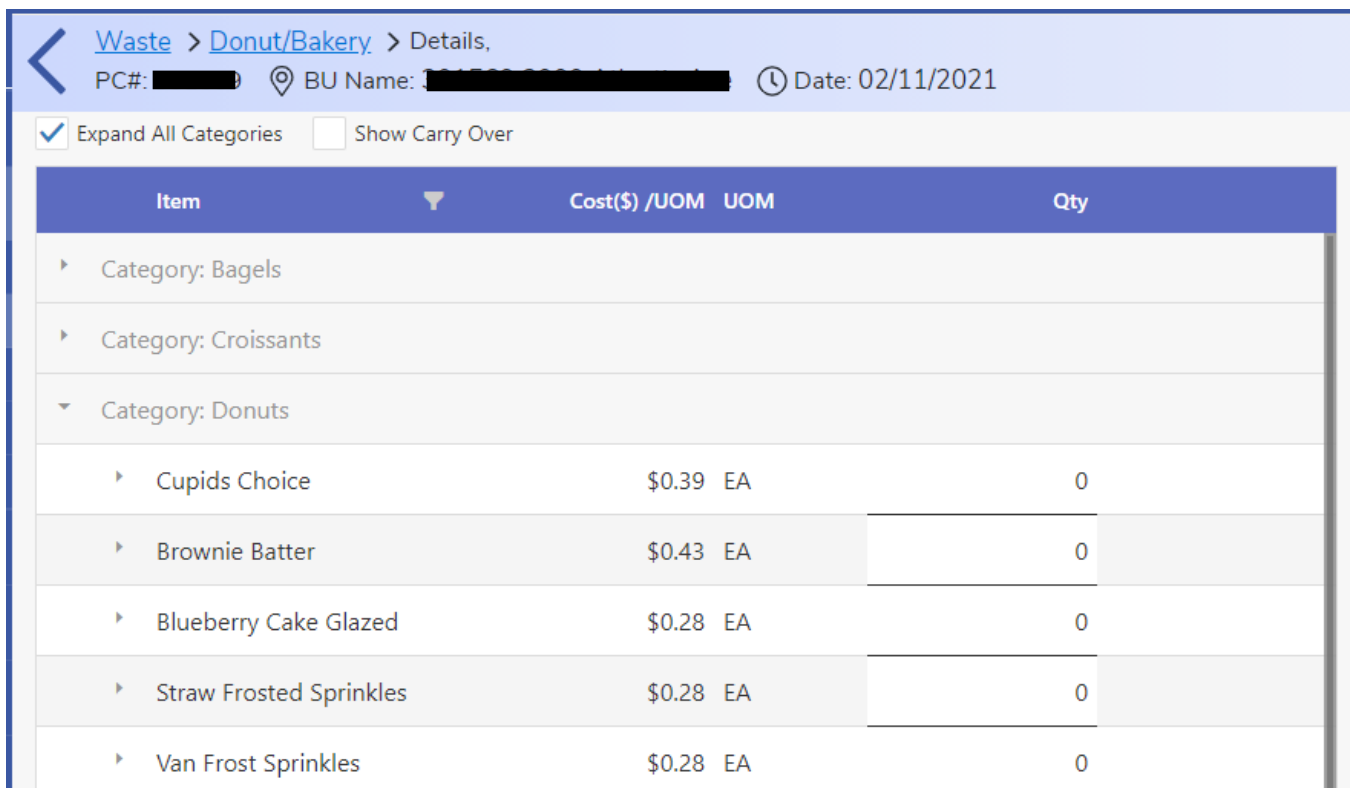
With Inventory open in your browser click on Waste to expand the field and select Donut/Bakery. The next screen will display your orders in the date range specified in your filters, found at top of the screen, for the location that you have selected.



The screenshot shows the 'Inventory' application interface. On the left is a navigation sidebar with 'Inventory' at the top, followed by a search bar, and then 'Waste' with a dropdown arrow. Below 'Waste' is a search bar and 'Donut/Bakery' is selected. The main content area is titled 'Waste > Donut/Bakery'. It shows a date filter 'Date: Last 60 days' with a right arrow. Below this is a message 'Drag a column header here to group by that column'. A table displays the following data:

Date	Value(\$)	Status	Action
2/11/2021	\$17.70	Open	Add Qty ...
2/10/2021	\$4.35	Open	Add Qty ...
2/9/2021	\$8.15	Posted	

Click on Add Qty to load the waste entry, fill out the waste quantities, then click save at the bottom of the screen to create the waste record.



The screenshot shows the 'Waste > Donut/Bakery > Details' screen. It includes a breadcrumb trail, PC#, BU Name, and Date (02/11/2021). There are checkboxes for 'Expand All Categories' (checked) and 'Show Carry Over'. Below is a table with the following data:

Item	Cost(\$)/UOM	UOM	Qty
Category: Bagels			
Category: Croissants			
Category: Donuts			
Cupids Choice	\$0.39 EA		0
Brownie Batter	\$0.43 EA		0
Blueberry Cake Glazed	\$0.28 EA		0
Straw Frosted Sprinkles	\$0.28 EA		0
Van Frost Sprinkles	\$0.28 EA		0