

UNIVERSITAS INTERNASIONAL BATAM

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DEVELOPMENT OF INVENTORY RECORD MANAGEMENT SYSTEM USING DEVICE ASSISTANCE MICROSOFT EXCEL AT TOKO VS ACCESSORIES

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ABSTRACT

The purpose of this job training are carried out in order to help Store Vs Accessories. in terms of recording inventory. Store Vs Accessories still does not have a good inventory recording system, so the Store Vs Accessories owner loses due to frequent loss of inventory, then also does not know the amount of inventory in the warehouse and also automatically does not know the re-order point. The implementation of job training is carried out in the period October 2019 to December 2019. Then there are also using other methods to support this practical work, namely interviews and observations.

The design of systems in this job training activity is with the help of tools Microsoft Excel. This system is designed accordance with the needs of the Store Vs Accessories owner so that it can be easy in terms of checking the final inventory, knowing the re-order point or point restock, and can minimize the loss of inventory in the warehouse.

The results obtained in this job training is that there is a inventory recording management system in the form of inventory reports containing reports on the entry of goods and expenditure of goods in the Store Vs Accessories, as well as producing a transaction form for the entry of goods and also a form of expenditure release of goods on every transaction can be recorded will then be input into the inventory report with the help of tools Microsoft Excel. This inventory management system becomes a report that is simple, clear and also accurate so business owners can easily monitor the available inventory in stores.

Keywords: Toko Vs Accessories, Recording, Inventory.