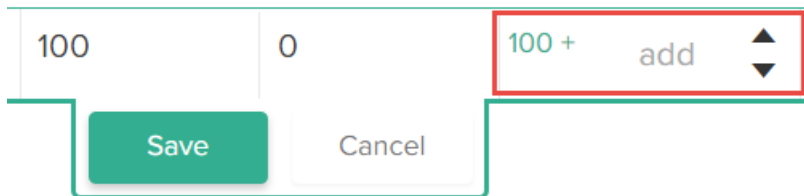


Adjust On-Hand Quantities

As a standalone solution, Kibo eCommerce allows you to manually adjust the on-hand quantity using the following two modes.

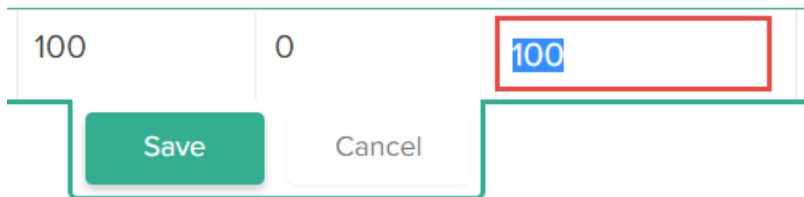
- **Add:** This mode allows you to increment the on-hand quantity by the value you enter, either positively or negatively:



The screenshot shows a form with two input fields: the first contains '100' and the second contains '0'. To the right, there is a text input field containing '100 +' and a button labeled 'add' with up and down arrow icons. Below these fields are two buttons: a green 'Save' button and a grey 'Cancel' button. A red box highlights the '100 +' input and the 'add' button.

This mode is useful if you're entering newly received stock into Kibo eCommerce because you can adjust the on-hand quantity by the amount you just received, instead of having to account for your existing on-hand quantity and manually add your new stock to this quantity.

- **Set:** This mode allows you to set a new on-hand quantity, regardless of the previous quantity.



The screenshot shows a form with two input fields: the first contains '100' and the second contains '0'. To the right, there is a text input field containing '100'. Below these fields are two buttons: a green 'Save' button and a grey 'Cancel' button. A red box highlights the '100' input field.

This mode is useful if you're performing an inventory audit and you need to set the actual on-hand quantity to a new amount, instead of having to account for the previous on-hand value and manually add or subtract any differences.



Note that changes to these settings may not immediately take effect when processing orders. It may take up to 15 minutes for updates to be reflected in the system while the cache refreshes.