

GETTING STARTED WITH RUNDOD · INVENTORY

Send Stock **Store to Store**

Move your own stock between your own locations in **POS** → **Transfers**, and keep the count right at both ends.

THE LIFE OF A TRANSFER

1

New & Sent

You build it, submit it, and it heads out.

Sending store's count drops

2

In transit

It waits in the Sent tab while it travels.

Both stores can see it coming

3

Received

The far store confirms what landed.

Receiving store's count climbs

Send it in 5 steps

- ① Open **POS** → **Transfers**, then the **New** tab.
- ② Pick the sending store under **Transfer from** and the receiving store under **Ship to**.
- ③ Type a product in **Search for a product** and press **Enter**.
- ④ Set the quantity to send on the line.
- ⑤ Click **Submit**. It moves to the **Sent** tab.

Receiving

Open it from the Sent tab

Record what arrived as **N of N**, then confirm. Short shipment? Receive only what landed and the rest stays outstanding.

If Submit does nothing: Rundoo doesn't flag empty fields. Check you picked both a sending store and a receiving store and added at least one product.