

*This quick reference guide explains how to use the scan gun to execute count requests generated from the console.*

## To execute a count request for non-trackable items - 1st count

- 1 Under **Menu**, double-tap **Count**.
- 2 On the next screen that displays, scan the **Location**.  
*Scanning the Location confirms that you are physically located at the correct location in the warehouse.*
- 3 Scan the **Item ID** of the item at your current location.  
*If the current location is empty, tap **Empty** and then continue the count for the remaining locations.*
- 4 On the next screen that appears, type the **quantity counted for the current item**, and then tap **Go**.  
*Be sure to verify the quantity in each box and count all boxes.*
- 5 Continue the remaining counts for all items at the current location, and then tap **Done**.
- 6 When finished, tap **Complete** and then proceed with step #2 and the next location.

*Once the No Open Tasks screen displays, tap **Cancel** to return to the Menu.*

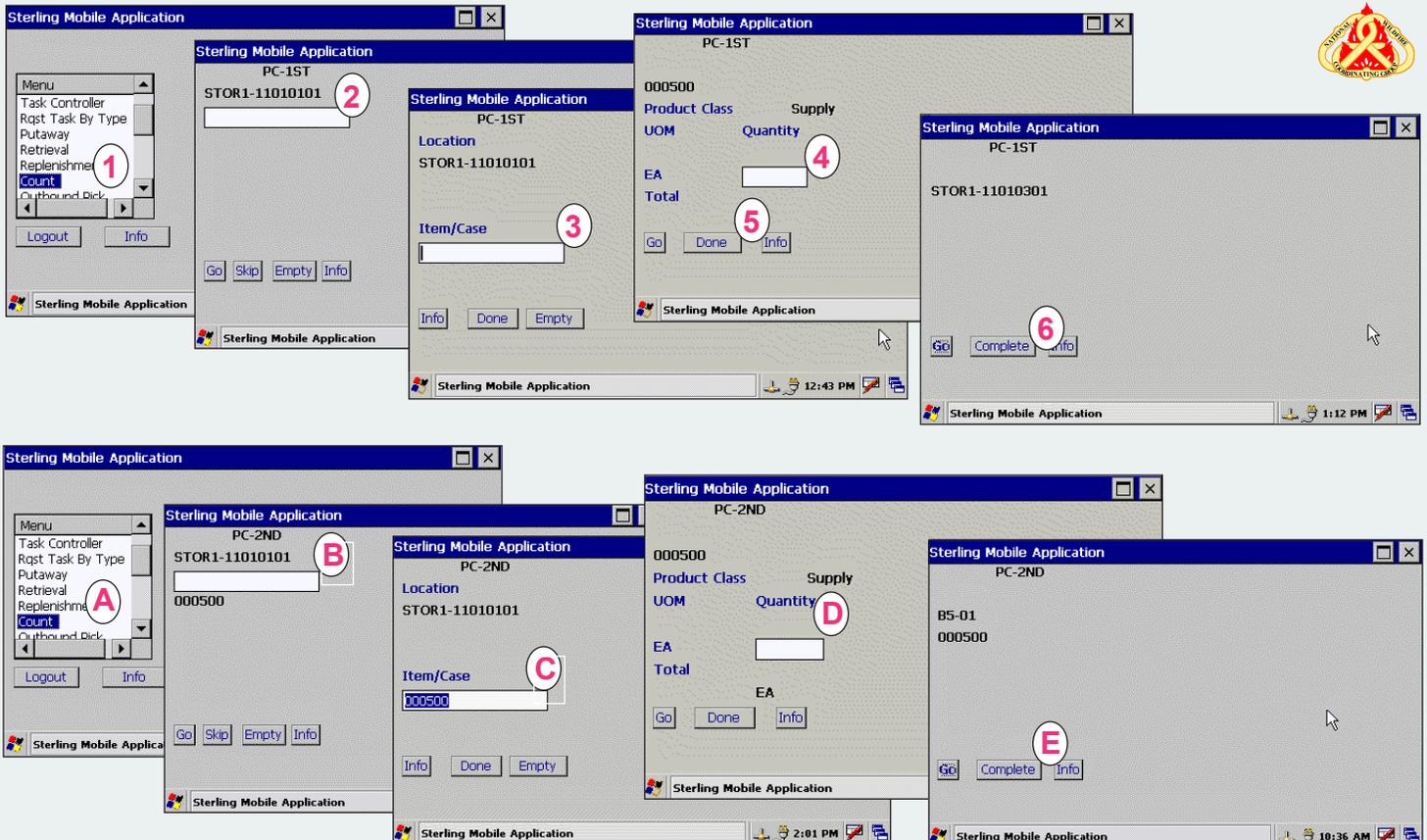
## To execute a count request for non-trackable items - 2nd and 3rd count

*For 2nd and 3rd counts, you must count a specific item instead of all items in the location.*

- A Under **Menu**, double-tap **Count**.
- B On the next screen that displays, scan the **Location**.
- C Scan the **Item ID** to confirm that you are counting the correct item, and then tap **Done**.  
*The Inventory Status screen briefly appears.*
- D On the next screen that appears, type the **quantity counted for the current item**, and then tap **Done**.
- E Continue the remaining counts for all items at the current location, and then tap **Complete**.

*If there is a variance between the counted quantity and system quantity, the Count Confirmation screen briefly appears.*

*Once the No Open Tasks screen displays, tap **Cancel** to return to the Menu.*



The screenshots illustrate the following steps:

- Step 1:** The 'Menu' screen with 'Count' selected.
- Step 2:** The 'PC-1ST' screen with the location 'STOR1-11010101' entered.
- Step 3:** The 'PC-1ST' screen with the item ID '000500' entered.
- Step 4:** The 'PC-1ST' screen with the quantity '4' entered.
- Step 5:** The 'PC-1ST' screen with the 'Done' button highlighted.
- Step 6:** The 'PC-1ST' screen with the 'Complete' button highlighted.
- Step A:** The 'Menu' screen with 'Count' selected.
- Step B:** The 'PC-2ND' screen with the location 'STOR1-11010101' entered.
- Step C:** The 'PC-2ND' screen with the item ID '000500' entered.
- Step D:** The 'PC-2ND' screen with the quantity '4' entered.
- Step E:** The 'PC-2ND' screen with the 'Complete' button highlighted.