


How to Make Stock Adjustments in a Warehouse?

 help.fractal.com/hc/en-us/articles/25150628430349-How-to-Make-Stock-Adjustments-in-a-Warehouse

A stock adjustment is an operation that allows you to manually correct the inventory of a warehouse when the stock recorded in the system does not match the actual physical stock. It is used to add or subtract units of an item without the need to generate a work order or a material requisition.

In the Fractal warehouse module, you can make different types of adjustments to the item stock. Below, we show you what they are:

- **Initial Inventory:** This corresponds to the warehouse's initial movement, where the first historical record of movements in the warehouse is established and registered. Ideally, this is the stage where you should perform the bulk import of resources via Excel spreadsheets, since this import can only be done once, just like the initial inventory (these processes can only be executed once in the system, before any movement is registered in the warehouse).
- **Inventory Adjustment:** Type of movement that allows adjustments to both the cost and quantities existing in the warehouse.
- **Physical Inventory Count:** Type of movement that allows adjustments only in quantities, without being able to modify the average unit cost of existing items.

← ALM-JC Save

Enabled

← (1) Selected ⋮

Stock level	Description

- Initial inventory
- Inventory Adjustment
- Physical Inventory
- Export
- Bulk export data
- Import
- Delete Imported Data

Showing 6 of 6 +

Note: The unit costs of items in warehouses are valued using the average entry costs.

Step by Step

1. Access the Warehouse

Go to **Warehouses > Warehouse List** and select the warehouse where you want to make the adjustment.

FRACTAL ONE
Version: 5.5.07

Start Fractal AI

- Catalogs
- Warehouses**
- Work Management
- Monitoring
- Dispatcher
- Business Intelligence
- Cloud Disk
- Requests

Online help
Support

Commit: 8e40f0a
BuiltTime: 2026-05-19 17:05

Is part of

1 Review

53 Closed WOs

27 Pending Tasks with Delay

Work Orders

Category	Count
WO's C...	91
Finished...	53
Pendi...	38

Compliance Percentage

58.2%

5 Closed assets

18 Planned downtimes

9 Unplanned downtimes

Work Requests

Category	Count
WO's C...	36
Pendi...	14

Warehouses

Search

Notifications AI J

Enabled	Code	Description	Movement ID	Purchase Order ID
<input type="checkbox"/> Yes	AL1012F-JC	ALM-JC	8	1

Showing 1 of 1

+

2. Open the Inventory and Locate the Item to Adjust

Within the warehouse, go to the **Inventory** tab. You will see the list of items associated with their current stock.

← ALM-JC Save

Enabled

General

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

(1) Selected ⋮

Stock level	Description	Code	Stock
<input type="checkbox"/> <input checked="" type="radio"/> ✓	TERMINAL DIRECCIÓN { 911802 }	911802	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	Neumatico { B-007 }	B-007	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	1R-1804 FILTRO SEPARADOR E531371 CAT { REPOSS.1R-1... REPOSS.1R-1804	REPOSS.1R-1804	0,00
<input checked="" type="checkbox"/> <input checked="" type="radio"/> ⚠	AIR COMPRESSOR { AIR-WR01 }	AIR-WR01	23,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	Aceite 1607022-20 { 117614 }	117614	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	Aceite 10W40 (ENV.4 LT) { 108759 }	108759	0,00

Showing 6 of 6 +

3. Access the Adjustment Option

Click on the options icon (⋮) of the item and select **Adjust Stock**.

← ALM-JC Save

Enabled

General

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

Total cost: \$ CLP 0,00

(1) Selected ⋮

Stock level	Description	Code	Stock
<input type="checkbox"/> <input checked="" type="radio"/> ✓	TERMINAL DIRECCIÓN { 911802 }	911802	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	Neumatico { B-007 }	B-007	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	1R-1804 FILTRO SEPARADOR E531371 CAT { REPOSS.1R-1... REPOSS.1R-1804	REPOSS.1R-1804	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	AIR COMPRESSOR { AIR-WR01 }	AIR-WR01	23,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	Aceite 1607022-20 { 117614 }	117614	0,00
<input type="checkbox"/> <input checked="" type="radio"/> ✓	Aceite 10W40 (ENV.4 LT) { 108759 }	108759	0,00

- Initial inventory
- Inventory Adjustment**
- Physical Inventory
- Export
- Bulk export data
- Import
- Delete Imported Data

Showing 6 of 6 +

4. Complete the Adjustment Form

A form will open with the following fields:

The screenshot shows the 'Inventory Adjustment' form for warehouse 'ALM-JC'. The form is titled 'Inventory Adjustment' and has a back arrow and a camera icon. The form fields are:

- Warehouse: ALM-JC
- Item: AIR COMPRESSOR { AIR-WR01 }
- Stock: 23
- Unit Cost: \$ CLP 0
- Location: (empty)
- Maximum stock level: 5
- Minimum stock level: 0
- Order quantity: 0

The background shows a list of items with their stock levels and descriptions. The 'AIR COMPRESSOR { AIR-WR01 }' item is selected, indicated by a blue checkmark and a yellow warning icon. The list shows 6 items, with the selected item being the 4th one.

Stock level	Description
<input type="checkbox"/>	TERMINAL DIRECCIÓN { 911802 }
<input type="checkbox"/>	Neumatico { B-007 }
<input type="checkbox"/>	1R-1804 FILTRO SEPARADOR E531371 CAT { REP...
<input checked="" type="checkbox"/>	AIR COMPRESSOR { AIR-WR01 }
<input type="checkbox"/>	Aceite 1607022-20 { 117614 }
<input type="checkbox"/>	Aceite 10W40 (ENV.4 LT) { 108759 }

Showing 6 of 6

Enter the data or modifications you want to make to the stock.

5. Save the Adjustment

Click **Save**. The system will immediately update the item's stock and record the movement in the warehouse history.

Warehouses

← ALM-JC


Enabled

- General
- Stock (Inventory Adjustment)**
- Purchase orders
- Material requisitions
- Entries
- Outgoings
- Movement History

← (1) Selected

<input type="checkbox"/>	Stock level	Description
<input type="checkbox"/>	<input type="radio"/> ✓	TERMINAL DIRECCIÓN { 911802 }
<input type="checkbox"/>	<input type="radio"/> ✓	Neumatico { B-007 }
<input type="checkbox"/>	<input type="radio"/> ✓	1R-1804 FILTRO SEPARADOR E531371 CAT { REP...
<input checked="" type="checkbox"/>	<input type="radio"/> ⚠	AIR COMPRESSOR { AIR-WR01 }
<input type="checkbox"/>	<input type="radio"/> ✓	Aceite 1607022-20 { 117614 }
<input type="checkbox"/>	<input type="radio"/> ✓	Aceite 10W40 (ENV.4 LT) { 108759 }

Showing 6 of 6

← Inventory Adjustment 

Warehouse

Item

Stock

Unit Cost

Location

Maximum stock level

Minimum stock level

Order quantity