# SIM User Guide

Version 21/08/2019

This document describes SIM version 4.X from August 2019, but may also apply to previous or later versions. Simple Inventory Manager is regularly updated. To learn more about our updates, please consult our website at <a href="https://www.simple-inventory-manager.com">www.simple-inventory-manager.com</a>

# Table of contents

1	Intro	oduction		4
	1.1	Efficient	4	
	1.2	Robust	4	
	1.3	Scalable	4	
	1.4	International	4	
2	Gett	ing started		5
	2.1	Installation	5	
	2.2	Automatic Installation	5	
	2.3	ZIP Files	6	
	2.4	User Interface	6	
	2.5	Screen sections	6	
	2.6	Record Selection	6	
	2.7	Right click	7	
	2.8	Column width	7	
	2.9	Sorting Records	8	
	2.10	Searching Records	8	
3	Prod	duct tab		9
	3.1	Display	9	
	3.2	Mouse click	9	
	3.3	Product tab buttons	9	
	3.4	Export	10	
	3.5	Product definition	10	
4	Baro	ode window		12
	4.1	Principle	12	
	4.2	Scan modes	12	
5	Supp	oliers	•••••	14
	5.1	Display	14	
	5.2	Suppliers tab buttons		
	5.3	Supplier definition		
6	Logs	: tab		16
	6.1	Display	16	
	6.2	Log tab buttons		

	6.3	Log definition	17	
7	Lab	el printer tab		18
	7.1	Display	18	
	7.2	Log tab buttons	18	
	7.3	Simple label settings	19	
	7.4	Multiple label printing	20	
	7.5	Zebra printers	20	
	7.6	Code 128 labels	21	
8	Inv	entory tab		22
	8.1	Display	22	
	8.2	Inventory definition	22	
	8.3	Inventory tab buttons	23	
9	Too	ols tab		24
	9.1	Display	24	
	9.2	Tools Configuration tab	24	
	9.3	Configuration tab buttons	24	
	9.4	Parameters	24	
	9.5	Tools Data tab	26	
	9.6	Data tab buttons	26	
10	) 5	IM Options		28
	10.1	Using a list of products to remove	28	
11	. +	low to do		29
	11.1	Switching from the free to licensed version	29	
	11.2	Import data		
	11.3	Add an option to SIM	29	
	11.4	Networking		
	11.5	Intranet		
	11.6	Remote base	30	
12	. <i>F</i>	Advanced features		31
	12.1	Parameters	31	

# 1 Introduction

#### 1.1 Efficient

SIM was developed for fast and easy implementation for all types of organization or activity. Our main focus is to provide our users with a simple but yet powerful inventory management solution that is user-friendly.

#### 1.2 Robust

Unlike many inventory management solutions, SIM is not simply an option or addition to accounting or business management software suites. It is a tool for field employees working directly with inventory, who are interested in real time availability, monitoring and supply. Easy use and ergonomics take precedence over administrative and financial aspects.

#### 1.3 Scalable

Built using Microsoft.Net standard and SQL database, SIM is an open and scalable software. Many variants exist, and all modifications and improvements that you probably need are already available or easily attainable. To ensure that SIM remains simple, its architecture is customizable: you only pay and see what is useful to you.

#### 1.4 International

Since 2014, SIM is available in English, Spanish, and German, at no extra charge. You, yourself can translate the SIM text file, and adapt it to your country, culture, or even your practice. Sometimes the original French name GSM (Gestion de Stock Modulaire) may appear instead of SIM.

According to your country, to Windows and Microsoft Offices settings, you may have trouble with Excel files exchanges. Just call us and we will help you to configure SIM for your PC.

# 2 Getting started

#### 2.1 Installation

The most outstanding attribute of SIM is that it is user-friendly. When installing SIM, it includes a directory that contains the necessary files in order for SIM to run on your PC. We recommend downloading the files from <a href="https://www.simple-inventory-manager.com">www.simple-inventory-manager.com</a>

# Download SIM for free

Note: SIM is completely virus free and poses no threat to your PC!

SIM also allows you to install SIM in a number of directories and cloud networks. For further help, please feel free to contact us for more information.

#### 2.2 Automatic Installation

By installing this program, the files are copied from the SIM website into a directory of your choice on your PC, which by default is **Desktop/SIM**.



The "Change directory" button allows you to install it anywhere on your PC.

The "Install" button will perform the actual install. The "Launch" button will run SIM. You only need to create a shortcut on your desktop or taskbar.

#### 2.3 ZIP Files

On our website, you will find a SIM.zip file to download. It is a compressed version of installation files for SIM. Step-by-step instructions for installing SIM is available on our website both as a video and as a pdf file, which you can easily download.

#### 2.4 User Interface

The user interface has 4 tabs. These tabs have the same functions similar to Microsoft Excel.



Each tab contains a table called a "DataGrid" containing data.

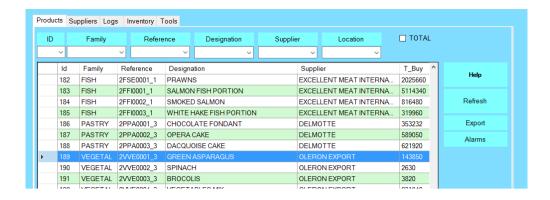
#### 2.5 Screen sections

In the upper left hand corner, the tab selection corresponds to the work to be done

- The search boxes (or scroll lists), according to the tab selected
- The data display area
- The button which gives you several actions that can be executed on the selected line.

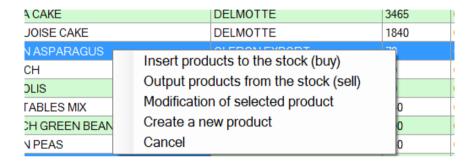
#### 2.6 Record Selection

Each line of data is known as a 'record'. Most actions are accessible by clicking on the button located to the left of each relevant line.



## 2.7 Right click

Like most Windows applications, a right click on a line opens a user menu. This enables triggering only one action at a time on the selected item. A list of possible actions is available on buttons to the right of the screen, which can be performed on several items at once.



#### 2.8 Column width

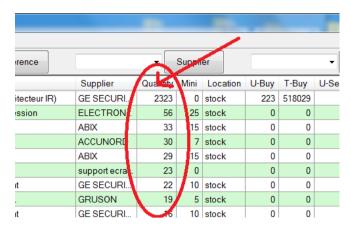
Each table column (the DataGrid or the grid) can be widened or narrowed by selecting the line that separates two column headers, and dragging it left or right. Double-clicking will set the column width to default width.



To save the column's width, you need to exit the screen with the 'quit' button: the next time you launch the application; the saved widths will be used.

## 2.9 Sorting Records

By default, data is sorted from oldest to newest. To change this order, simply click on the header of each column to sort it alphabetically from A to Z, or Z to A. This convenient feature is more accessible than using Excel.



### 2.10 Searching Records

To facilitate working with large quantities of important data, the search box allows the display only records that match the selected criteria. For example, in order to search for all "bolts" type products, just type the word "bolt" in the designated box, and hit "Return" or the button on the right. Only the records including the word 'bolt' appear. Also, it is possible to simply enter "bo" or "lts". In the logbook screen, it is possible to search multiple values.



To return to the display of all the records, just use the "refresh" button. It is possible to recall the last 10 searches performed, by clicking on the arrow of the search box.



# 3 Product tab

### 3.1 Display

The first tab is for daily operations: Incoming and outgoing inventory products. The "products" are all objects that can be found in inventory which carry the same references. The first tab displays the quantity of each product and products with a warning.

#### 3.2 Mouse click

When clicking on a line, a popup menu offers the following choices:

Insert product
Output product
Modify product
Create a new product
Print a label
Cancel

The Output and Input functions from the mouse right click moves only one reference at a time, buttons are used to move more than one reference at a time.

#### 3.3 Product tab buttons

Button	Action	
Help	Opens the user manual for SIM on a web browser.	
Refresh	Refreshes the current view.	
Clear	Deletes all products from database, after user confirmation.	
Export	Send displayed data to an Excel file.	
Alarms	Shows only products with quantity under threshold	
Barcode	Opens a dialog window for scanning labels	
Input	Opens a dialog window to add products into stock	
Output	Opens a dialog window to remove products from stock	
New	Creates a new product reference	
Modif	Edits the selected line to alter a reference	
Quit	Exits the application	



## 3.4 Export

One of the most useful buttons that you will find in most tables is the Export button. SIM can export data to many formats.

The CSV format exports the current displayed selection. ( you do not need to have Excel installed). CSV format may change according to your localization settings. A parameter IMPORT\_CSV enables you to redefine the separator in case of a problem.

XLS and XLSX formats require Excel. If you have an error such as "ACE.OLEDB" not installed, you have to install the missing component from Microsoft's website.

## 3.5 Product definition

Now let us see what "products" mean when using SIM.

Here are the definitions of each product parameter:

Field	Format	Description
ID	Integer	Identifier. Each product has a unique identifier given automatically by the database system and It cannot be changed. In normal circumstances, you never need to change it. Usually, it is given in chronological order.
Family	String	To facilitate sorting, each product can have a family name associated. There are no pre-defined rules about how to choose a family name. No specific processing is done on family names because SIM uses ID and references.
Reference	String	Each product has one reference. Each reference corresponds to only one product. This reference can be the bar code value or any unique string. Choosing a good naming convention is the key for great user experience.
Designation	String	This field is not used (expect for search requests) by the system and may be used so that the average user can specify specific details.
Supplier	String	The supplier name is taken from the supplier table, which can be modified in the Suppliers' tab. You don't need to use this field.
Quantity	Decimal	The number of actual products of the same reference in stock.
Mini	Decimal	This is the minimum quantity you want to keep in stock at any time. When the real quantity is lower, the quantity will appear in red, as for ID 14 in the sample screenshot. Mini is specified when creating a new product.
Location	String	This field is not used by the system, you can write anything that will help users find or sort products. Location is specified when creating a new product.



U-Buy	Decimal	This field contains the unit cost of the product, when added to stock. Buying costs in not required. You can also use the CUMP feature to make use of the average value of the actual stock.
T-Buy	Decimal	This is the product of U-Buy by Quantity for a specified product.
U-Sell	Decimal	This field contains the unitary price of the product. Buying costs in SIM is not required. You can also use the CUMP feature to make use of the average value of the actual stock.
T-Sell	Decimal	This is the product of U-Sell and Quantity for a specified product.

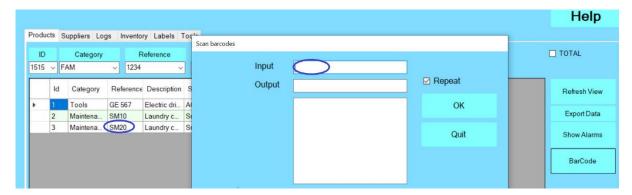


# 4 Barcode window

## 4.1 Principle

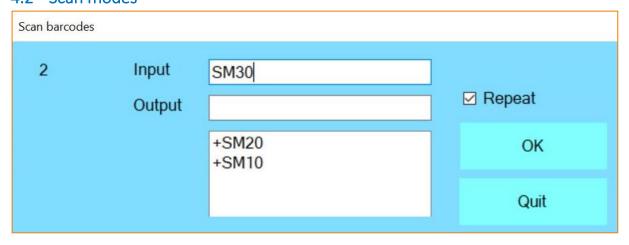
From the Product's tab, when you have the barcode reading option, you can press the **Barcode** button. It opens a window adapted to USB barcode scanning, or any radio or Bluetooth compatible reader. Simple barcode readers that functions like keyboard extensions are called HID (Human Interface Device).

You have to move the mouse cursor to the Input or Output textbox.



When you scan a barcode, text will appear automatically. A return character has to be sent by the reader; otherwise you have to use the OK button.

#### 4.2 Scan modes



Each barcode scanned is displayed in the bottom window. Inputs are marked + and output -

The number of scans is indicated on the left.



When the repeat checkbox is unchecked, you have the opportunity to enter a quantity, a comment or any additional information.



When the barcode is not already defined in SIM as a reference, you can choose to create a new product or to ignore it.





# 5 Suppliers

## 5.1 Display

The suppliers' tab is used to keep track of supplier's information.



## 5.2 Suppliers tab buttons

Button	Action	
Help	Opens a web browser on SIM web pages.	
Refresh	Refreshes the current view.	
Clear	Deletes all suppliers from the database.	
Import	Imports data from an Excel .csv file	
Export	Sends displayed data to an Excel file	
New	Creates a new supplier	
Modif	Edits the selected line	
Quit	Exits application	



# 5.3 Supplier definition

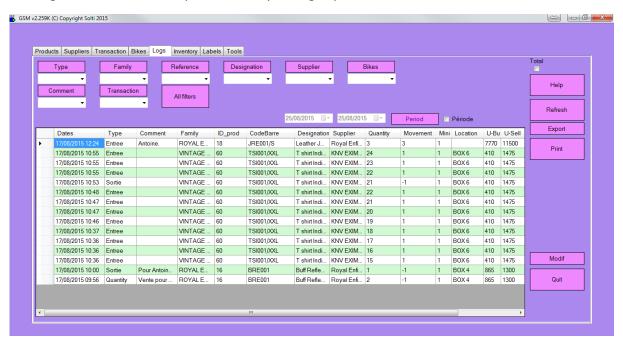
	5.5 Supplier definition			
Field	Format	Description		
ID	Integer	Identifier. Each product has a unique identifier given		
		automatically by the database system and cannot be		
		changed. Normally, you don't have to change it. Usually,		
		Identifiers are given in chronological order.		
Company	String	The full name of the company		
Logo	String	The short usual name, if any		
Address	String	To send letters and return material		
Zip	Integer	Zip code		
City	String	Location		
Name	String	Name of your main contact		
First Name	String	First name of your main contact		
Job	String	Main contact's title		
Mail1	String	Main contact's mail		
Mail2	String	Secondary mail		
Fax	String	Fax		



# 6 Logs tab

## 6.1 Display

The logs' tab is used to keep track of any changes performed on the stock.



# 6.2 Log tab buttons

Button	Action
Help Opens a web browser on SIM web pages.	
Refresh	Refreshes the current view.
Clear	Deletes all logs from database, after user confirmation.
Export	Sends displayed data to an Excel file
Modif	Edits the selected line
Quit	Exits application



# 6.3 Log definition

We call 'movement' an operation that moves data into or out of stock. All movements are stored (logged) in the journal. Operations such as modifying and deleting an item are also stored.

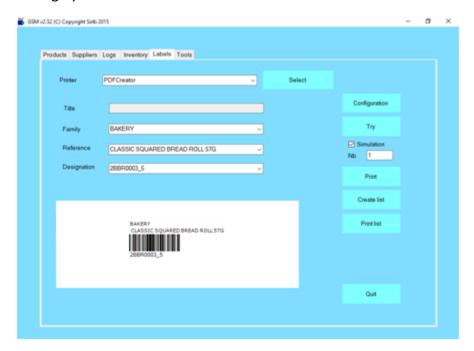
Field	Format	Description
ID	Integer	Identifier. Each product has a unique identifier given
		automatically by the database system. It cannot be changed.
		Normally you don't have to change it. Usually, identifiers are
		displayed in chronological order.
Dates	String	Date and time of the operation
Туре	String	Before = quantity before movement
		After = quantity after movement
		Input = products added to stock
		Output = products taken out of stock
		Modif = modification of product details
Comment	String	Comment eventually entered relating to the action
Family	Integer	Product family
ID_prod	Integer	Product ID
Reference	String	Product reference
Designation	String	Product designation
Supplier	String	Product supplier
Quantity	Decimal	Product quantity in stock
Movement	Decimal	Quantity moved
Mini	Decimal	Product minimum
Location	String	Location
U-buy	Decimal	Unitary buying price
U-sell	Decimal	Unitary selling price



# 7 Label printer tab

# 7.1 Display

This tab is used to design your own custom labels.



# 7.2 Log tab buttons

Button Action	
Select	Opens the list of printers to use
Configuration	Opens the parameter file which contains a [ETIQUETTE] section that
	may need to be modified. Call us for more details.
Try Prints one label	
Print Sends the specified number of labels to the printer	
Create list	Generates a CSV file containing the text of the labels for all products
Print list	Prints the list from the previous file. The file can be modified as
	required.
Quit Exits application	



### 7.3 Simple label settings

This chapter describes the setting for one label.



In this sample, we use EAN code. The label is made of 3 lines, from the top to the bottom. The text, which appears under the barcode is the barcode value.

#### In Etiquette.ini we have the following parameters:

```
[DATA]
NOMBRE=5
                       // Number of labels to print
TITRE=My Company
                      // Tittle for all labels
[ETIQUETTE]
                       // Using code128
CODE128=0
CODEEAN=8
                       // Using code EAN
HAUTEUR=20
                       // Height of barcode drawing
                       // Width of barcode drawing
LARGEUR=60
OFFSETX=10
                       // Horizontal shift for all printing
OFFSETY=10
                       // Vertical shift for all printing
X1 = 0
                       // Horizontal position the first line
Y1 = 0
                       // Vertical position of the first line
F1=12
                       // Height of the font of the first line
L1 = 20
                       // Maximum character length of the first line
                       // Second line X
X2 = 1
                       // Second line Y
Y2 = 8
F2=8B
                       // Second line height, 8 pixels, bold font
                       // Second line length
L2 = 20
X3 = 0
                       // Line 3 = Barcode drawing position
Y3 = 16
X4 = 0
                       // Line 4 position, if any
Y4=16
ZOOM=5
                       // Optional parameter to use for fixed scale barcodes
```

A unit is usually half a millimeter. It depends on your type of printer. There is an unlimited number of possibilities. You can always send us a drawing of the type of label that you desire.





Here is an example of a label using ROTATION=1



### 7.4 Multiple label printing

When using a classical A5 or A4 printer, you need adhesive paper and to use the **generate list** and **print list** buttons.

```
[ETIQUETTE]

PAS_HORIZONTAL=100  // Horizontal distance between two labels

PAS_VERTICAL=50  // Vertical distance between two labels

NB_HORIZONTAL=4  // Number of labels in a row

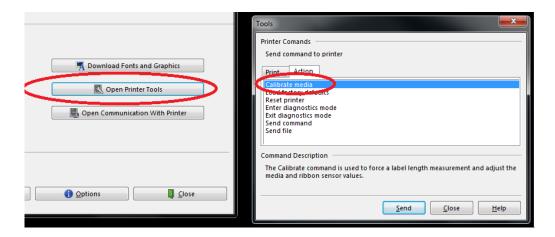
NB_VERTICAL=8  // Number of labels in a column
```

If you want to print a list with a single label printer, use the following setting:

[ETIQUETTE]
NB\_HORIZONTAL=1
NB\_VERTICAL=1

## 7.5 Zebra printers

Zebra printers are the best. By default, the EPL driver is installed and you have to go to the printer setting panel in your window to select the advanced settings and change the driver to the non EPL driver. Sometimes, to adjust the setting of the printer you have to install the Zebra printer utility.



The calibrate media function is very powerful. If it does not work, please visit <u>Zebra's</u> website.

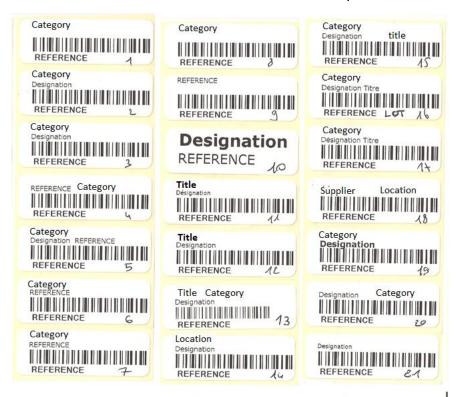


#### 7.6 Code 128 labels

The most powerful barcode code is CODE128. It enables letters, uppercases and low cases, as well as many symbols. Many formats are already integrated into SIM.

#### **Pre-defined SIM labels formats**

You can select one of these formats with the parameter CODE128=XXX



This label example was created long tiem ago. If you require specific labels, please let us know.

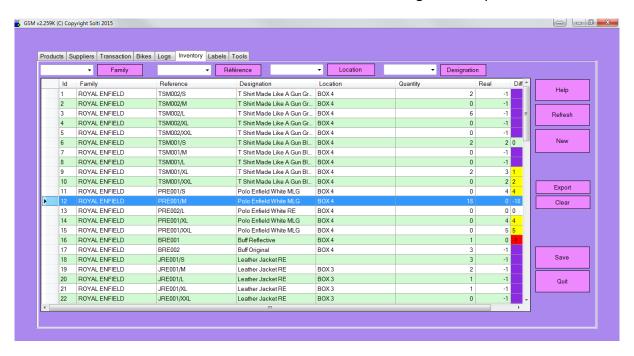


# 8 Inventory tab

### 8.1 Display

The inventory tab is independent of general stock management. It is dedicated to inventory operations performed on specific occasions to check if the theoretical stock, in the products tab, really matches what can be seen in your warehouse. In order to check, this specific tab enables the following operations:

- To fill a list of products with theoretical quantities
- To enable the user to add actual quantities
- To display differences
- To update stock panel only for quantities that have been checked
- Quantities that have not been checked remain unchanged in the product tab



## 8.2 Inventory definition

In the inventory list, some information concerning all the products of the stock's tab is duplicated, completed by two columns specific to inventory.



Field	Format	Description
ID	Integer	Product identifier
Quantity	Decimal	Theoretical quantity in stock, from product's tab
Real	Decimal	Actual quantity checked by user
Difference	Decimal	Automatically updated difference. Appears in red if actual stock is lower than theoretical, yellow if actual is higher and not colored if equal.

# 8.3 Inventory tab buttons

Button	Action		
Help Opens the web browser on SIM web pages.			
Refresh	Refreshes the current view.		
Clear Deletes all inventory data.			
Export	Sends displayed data to an Excel file		
Save Updates stock quantities according to user's actual quantities			
Save Updates stock according to user's real/actual quantities			
New	Initializes the inventory product list from stock's information. Makes sure		
	previous data have been saved.		
Quit Exits application			

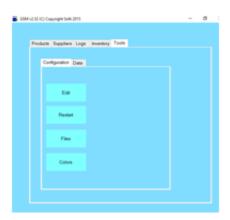


# 9 Tools tab

# 9.1 Display

The tool tab is separated into two sub-tabs. Depending on the option that has been chosen, you can have more sub-tabs and more buttons in each sub-tab. Here we will describe the basics.

# 9.2 Tools Configuration tab



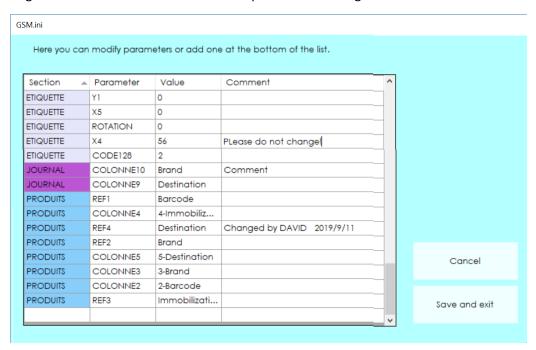
# 9.3 Configuration tab buttons

Button	Action
Edit	Opens a text file (GSM.ini) containing all parameters to customize SIM.
	Parameters are grouped into [SECTIONS]. There is one parameter name and
	one value per line.
Restart	Restarts the application after a parameter change.
Clear	Deletes all inventory data, after user confirmation.
Files	Opens a file browser window to SIM folder.
Colors	You can change the color of SIM windows and buttons.

#### 9.4 Parameters



The power of SIM comes from about one hundred parameters that you can easily change to fit your needs. These parameters are contained in a text file GSM.ini that can be modified using NotPad. It is better for a beginner to use the EDIT button which opens the following window:

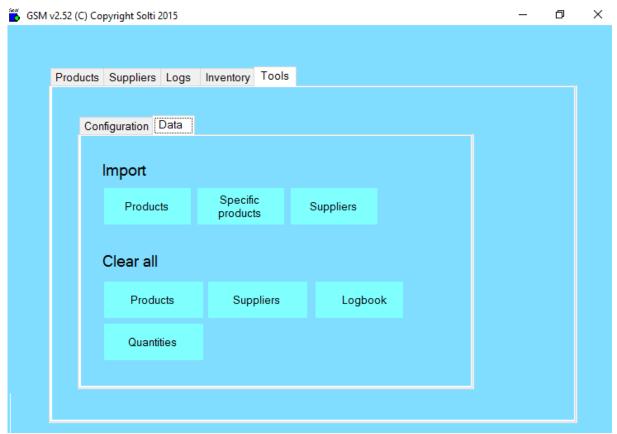


The left column is the parameter category. The next one is the name of the parameter. The next one contains the value of the parameter. The last columns is not used by SIM, you can store any comment in it.

The very last line of the table is empty you can add a parameter just by typing into it.



## 9.5 Tools Data tab

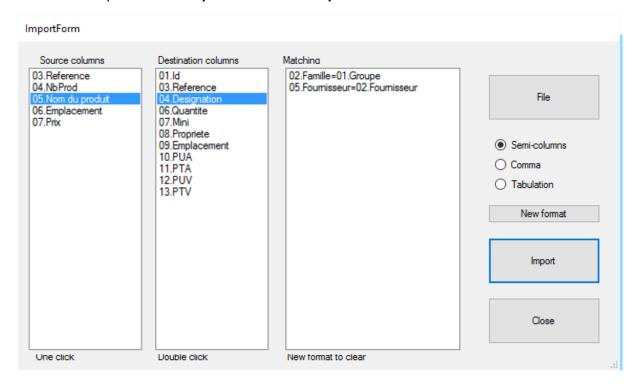


# 9.6 Data tab buttons

Button	Action	
Import		
Products	Lets you select a CSV file (text with columns separators) to import product data, according to SIM export format.	
Specific Products	Lets you select a CSV files to import product data, under any format as explained hereafter.	
Suppliers	Lets you select a CSV file containing the supplier's description.	
Clear all		
Products	Removes all product descriptions and quantities in the database.	
	Dangerous!	
Suppliers	Removes all suppliers from database.	
Logbook	Removes all logs from database.	
Quantities	Sets all product quantities to zero. Dangerous!	



#### Here is the explanation for **Specific Products Import**:



- 1. Select the type of your file separator: Semicolon, Comma or Tab.
- 2. Open your file by clicking the 'File' button
- 3. Column headers of your file are displayed next to the columns. For example, as you can see in the image above, by clicking once on the name of the product in the source column on the left and then clicking twice on designation in the destination column, you can define how data will be copied. Here the SIM designation column will take the Group column values of your file. Do this for all columns that are required by SIM. All columns are not required.
- 4. Press the Import button.

When you return to this screen, SIM will offer to re-use the latest format. In order to delete a line of the format, you must double-click on it.

**CAUTION:** Importing prices does not work if your columns contain \$ or another currency sign. We need the original cells to be in "number" format.



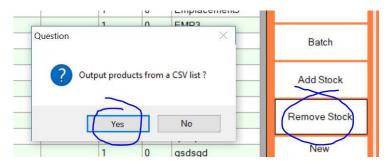
# **10 SIM Options**

SIM is the best application for inventory management. At any time, you may customize it to fit the needs of your business. Only some of the options are described here. Almost anything is possible with SIM; just ask.

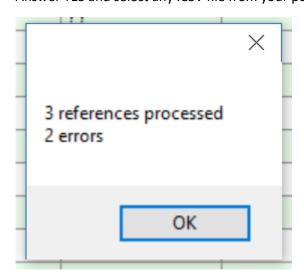
## 10.1 Using a list of products to remove

There is a parameter to add to your TOOLS/CONFIG/EDIT file that you have to purchase from us.

The REMOVE PRODUCT button will appear as follow:



Answer YES and select any .CSV file from your pc containing REFERENCE, QUANTITY.



A window will display the results of the operation. You can view the logbook to check the list of products.



# 11 How to do

## 11.1 Switching from the free to licensed version

The SIM license allows you to add unlimited products. When the software asks for a license code, just enter it. The software asks you to restart it, and at the next launch, you will have the full version. To obtain a license number before it reach 40 entries, simply send us the serial number displayed when you click the HELP button.

If the PC on which you wish to obtain a license is not the same, please backup the GSM.mdb (database) file which contains your data, compatible with all versions of SIM.

## 11.2 Import data

To import existing data, please these steps below carefully:

- 1. In the PRODUCTS tab use the EXPORT button to get a CSV file
- 2. In this file, manually add or copy and paste your data
- 3. In the TOOLS / DATA tab, use the DELETE PRODUCTS button
- 4. On the TOOLS / DATA tab, use the IMPORT PRODUCTS button to embed your CSV file

The products are identified in the order of the CSV file. If you are having difficulties, start with the exported CSV file without changing anything ... If the problem still persists; please send us the file. To save your data in Excel as .CSV format , please choose the "Save As" ".CSV Separator Semicolon". Caution: Some Excel configurations use the tab or comma as a separator. Note: When opening the file with Notepad / BlocNote please remove any strange characters.

# 11.3 Add an option to SIM

To add additional options that are available with SIM, please contact us. In some cases, some data will be modified (adding columns or tables). It will be necessary to export your data, modify the file and then import your data. If you notice errors during an operation, it is probably because the format of the log has also changed, you will have to purge it in the TOOLS / DATA menu.



## 11.4 Networking

SIM is a Microsoft .Net application, and can be deployed on virtually any type of infrastructure. Thus, multiuser operations are possible in all situations.

#### 11.5 Intranet

If you have a Windows share (Private or Public Group), you must move the SIM folder, containing all files and subfolders to a shared folder. Caution, you will need editing rights! Using SIM on a local network, the response times compared to an installation on your PC are not noticeable.

If you have VPN or a Windows server, install SIM on this server. The Remote Desktop application available on Windows, Apple and even mobile phones will allow you to work remotely.

If you do not have a specific infrastructure, you can install Dropbox on each of your PCs and place the SIM folder on a Dropbox shared folder. The operation is perfect for all workstations that stay connected. You may work offline when using SIM, however single workstation usage is the best option. More than one workstation in offline mode may cause issues.

#### 11.6 Remote base

SIM is a very powerful software and user-friendly because it makes the best use of technology available on your PC. Unlike WEB solutions that are restricted by language, especially restricted by connection speeds that sometimes make it almost impossible to use because of the load times of each page. The advantage of WEB solutions is smart phones access.

To benefit from the advantages of a WEB database accessible by HTML pages, SIM allows the use of a remote MYSQL database. Just set your SIM as for example:

#### [VARIOUS]

Connection1 = SERVER = 217182207237; DATABASE = GSM01; UID = Thomas; PASSWORD =; PORT = 3306

SOLTI can offer turnkey packages and specific WEB developments to complement your smartphone access.



# 12 Advanced features

Since SIM is an open application based on standards such as Microsoft .NET, Access, SQL, Excel, there are many options to suit your needs. Please contact us for more information.

#### 12.1 Parameters

SIM parameters are stored in the text file GSM.ini. All parameters are gathered under the [divers] section. You only get a detailed description of the parameters once you have purchased a full licensed version.

The only thing you need to know is that parameters are grouped into sections with names in brackets:

#### [DIVERS]

#### [PRODUITS]

Within every section, each line contains one parameter, along with its name and value.

#### LICENCE1=23445

If you buy a license, you may have to edit and modify this file; we will provide support if necessary.
------ End -------

Your contact:

Mail: <a href="mailto:contact@simple-inventory-manager.com">com</a>
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