

# Using the Inventory/Service Management Center

Available in Sage 50 Premium Accounting and Higher

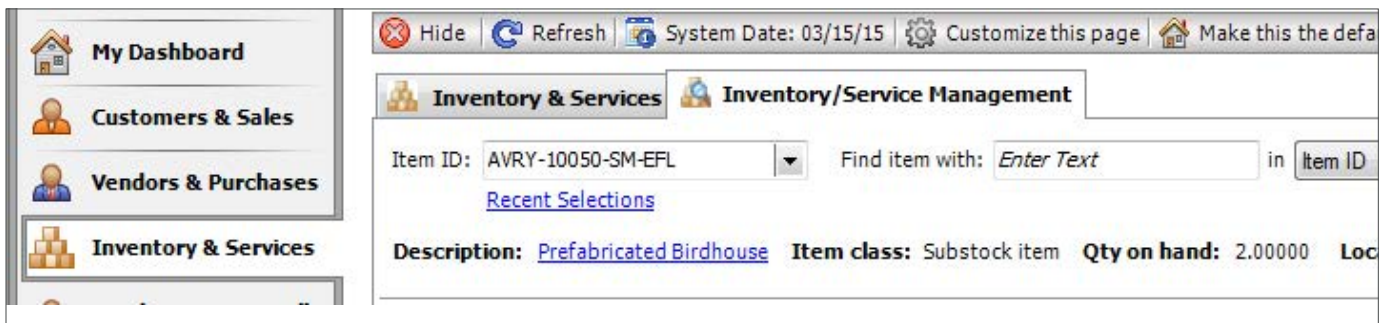
## Quick Reference Guide

### What is the Inventory/Service Management Center?

The Inventory/Service Management Center allows you to save time by viewing an **all-in-one snapshot** of your item information. You can create a customized view of information such as **items on backorder, inventory adjustments, assembly item relationships**, and more. It enables quick research, comparisons, and decision making.

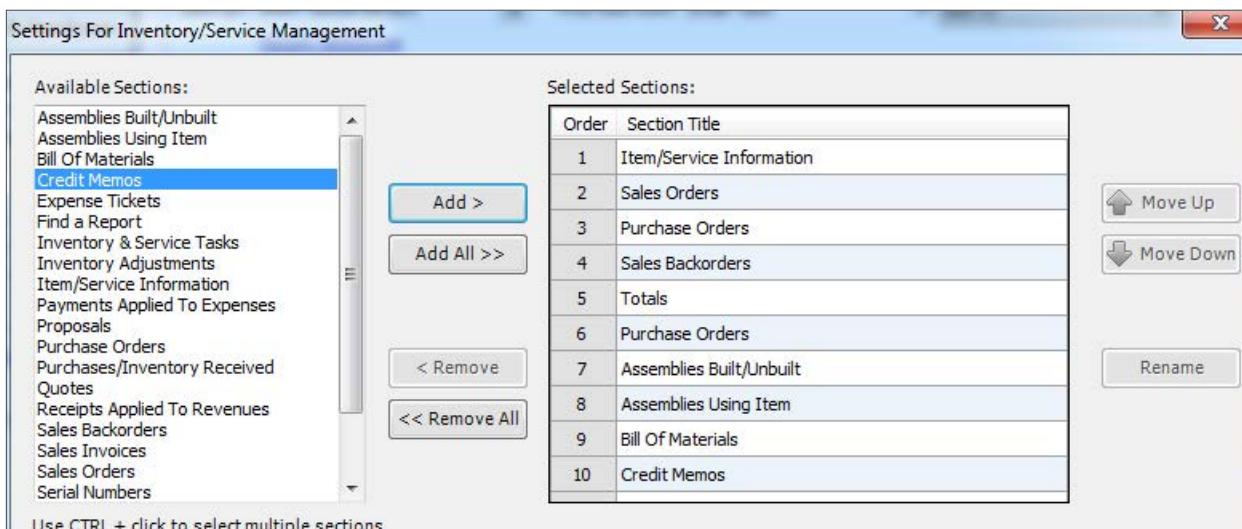
### How do I get there?

Go to the **Inventory & Services Navigation center** and click the Inventory/Service Management tab.



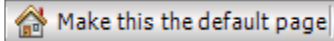
### What changes can I make?

Click **Customize this Page** to **add, remove, or rename** the sections in the Inventory/Service Management center. You can view information for your sales backorders, purchase orders, assemblies and more.

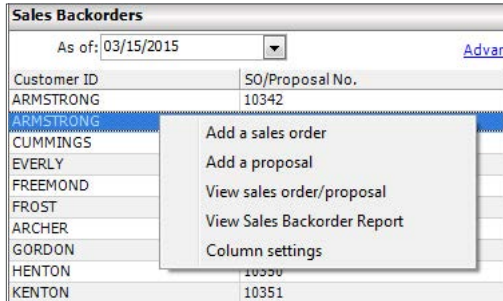


**Did you know?**

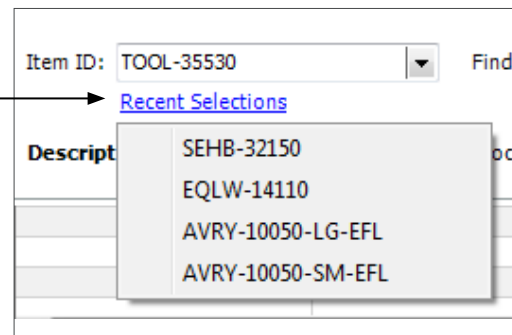
- You can quickly **hide information**. 
- You can make the Inventory/Service Management Center page appear each time you open your company.



- You can **right-click** a section for **shortcut options** such as adding a new transaction or customizing column settings.



- **Recent Selections** gives you quick access to item information you have recently viewed. This link appears below the Item ID field once you have selected at least two inventory items.



For more information: 877.979.5462 • [www.swktech.com](http://www.swktech.com) • [info@swktech.com](mailto:info@swktech.com)