



Ramp

How to Guide

Adjusting Sub Locations
Only Setting

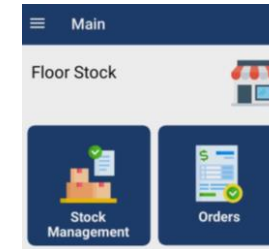
1 Log into the Device

Enter your given username and password into the respective fields. Tap on the **Login** button to access the device.



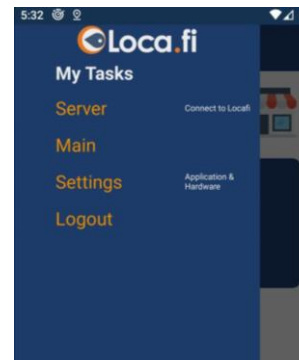
2 Open the Navigation Panel

To reveal the navigation panel, either swipe from the left side of the screen inwards or tap on the hamburger icon (three horizontal lines) located in the top-left corner of the screen.



3 Navigate to Settings

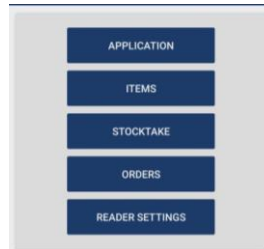
In the navigation panel, locate and tap on the **Settings** option to enter the settings page.



4

Access Stocktake Settings

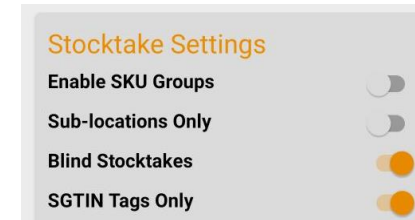
In the settings page, find and select **Stocktake** to enter the stocktake-specific settings.



5

Disable Sub Locations Only

In the stocktake settings, locate the switch next to **Sub Locations Only** and tap on it to deactivate it. It will be greyed out if it has been deactivated.



6

Save Changes

Once you've unticked the switch, tap the **Save** button to save the changes made.

