

Using the New Inventory Sheet

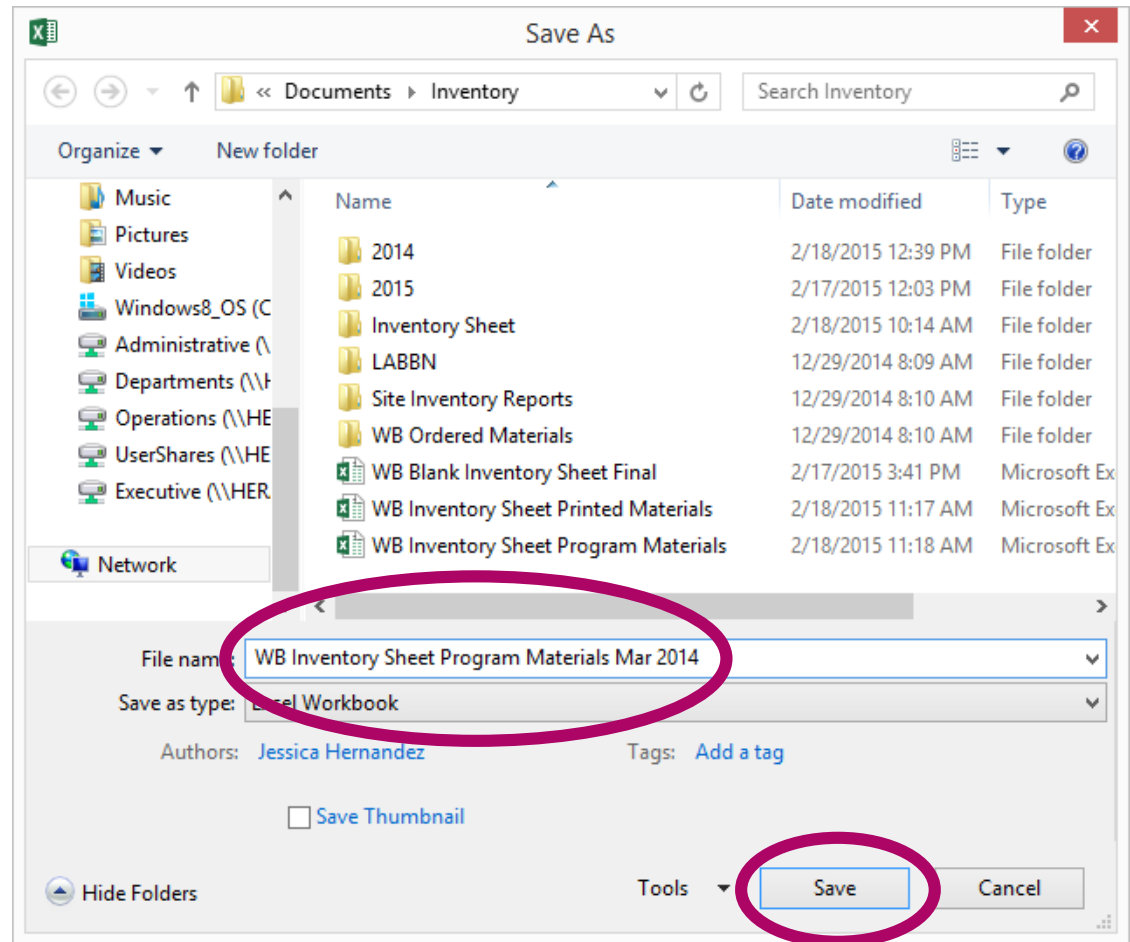
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Saving the Excel Inventory Sheet

- Sheets should be saved for each month
- DO NOT record multiple months in one sheet
- Use Save As to create a new document for the new month
- Excel inventory sheets will be due with inventory form.



Questions?





Thank
You!

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