

Warehousing and Storage



Summarize your understanding of each paragraph.

There are dozens (possibly hundreds) of great ways to manage a warehouse or storage facility well. Three examples are summarized on this page. Having a good plan for organizing where inventory will be, and the best ways to receive and distribute it are essential.

Require your vendors to schedule appointments. An easy way to help minimize surprises and plan your dock staffing is to require all inbound carriers to schedule delivery appointments.

Forecasting helps lower costs and ensuring the success of inventory management efforts. With good forecasting, retailers are better able to meet expectations of customers without having surplus stock.

Use bin locations to quickly locate products. Most distribution software use bin locations. This allows for immediate, accurate location of products within a showroom or warehouse zone.

Use RFID Readers



1. Read the passage.
2. Underline key expressions in each sentence.
3. Re-write each word (or expression) you underlined.
4. Summarize the passage.

Read this. Underline key words.

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Don't rely on manual data entry processes. "Instead: Use mobile computers with bar code scanners or RFID readers at the receiving dock to immediately identify products on arrival. This helps get product off the dock quickly and eliminates nearly all the errors associated with manual receiving: including identification, counting, and data entry errors. With scanning and RFID technology, you'll avoid the mistakes that wreak havoc with inventory accuracy and eat up time and resources to fix. And that means your warehouse staff can focus on processing customer orders more quickly."

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2

Re-write words you underlined

3

Using a complete sentence, summarize or rephrase the passage

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