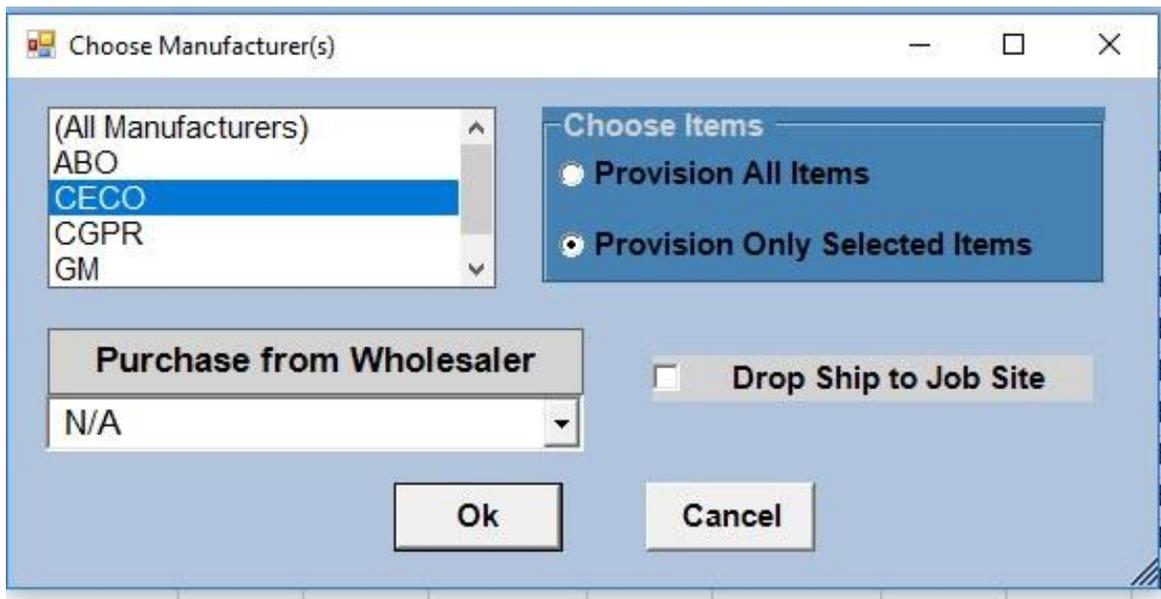# Tally Checked Items in Provisioning Selected Items Screens

Have you ever been in the middle of provisioning large numbers of selected items and lost track of how many items you have checked? With Software for Hardware's new enhancement when you select items in provisioning or back order PO items you now have a running tally of the sum of items checked for the current screen and a tally spanning all the screens. This enhancement is valid on all product selection screens; Accessories, Doors, Frames, Frame Components, Hardware and Prehungs.

How it works:

1. Launch Software for Hardware and from the Logo screen and open a Contract Job.
2. Click the *Provision* menu selection.
3. Select *Accessories*, *Doors*, *Frames*, *Hardware* or *Prehungs*.
4. Click the *Create Picking Tickets* button, or *Create Purchase Orders* button, or, *Create Packing Lists* button.
5. The Choose Manufacturer(s) screen pops up:

6. Make sure the *Provision Only Selected Items* radio button is selected then click *Ok*.
7. Either add to existing or create new on the following screen.
8. The *List Tag Nums* screen appears:

9. The above example shows one line checked containing 2.
10. The current *Grid Qty Checked* is 2. This number represents the total quantity of tags selected on the current grid. It increments the Qty amount for every item checked.
11. Note: each time a new screen appears the *Grid Qty Checked* is reset to zero.
12. The running tally of 7 in the *Total Qty Checked* field. This sum represents the 2 selected on this screen plus 5 additional checked on previous screens.
13. Click the *Ok* button to go to the next screen item and the running tally will remain 7.
14. Repeat the process until all items are selected. The tally will adjust with each box checked or unchecked.
15. The above will also work for creating back ordered POs.