

# Kit Based Module

04/09/2025 12:47 pm CDT

## Overview

The Kit Based module is located within Skustack's **Picking** tab.

Kit-based picking streamlines the complicated process of picking **non-packaged kits**. This module will provide the warehouse staff with everything they need to pick items. Learn more about the different picking methods [here](#).

There are three modes for searching kits:

- By PickList ID
- By PickList Name
- Search All

Products will only be available for picking when the orders are both **In Process** and **Charged**. The [dependency](#) of the kit must be either All Component or Main component.

---

## Search by PickList ID

1. Select **Search by ID** from the search mode dropdown.
2. Scan/Enter a PickList ID > **Go**.
3. The PickList will load and display the kit parents. Swipe down to see the picking progress.
4. Swipe left on an item to reveal shortcuts to other actions:
  - a. **Bins** – Displays all bins in which this item's units are stored.
  - b. **Info** – Directs you to the [Product info](#) module.
5. To filter products by different parameters, tap the **Filter** icon at the top right.
6. To display the components of the kit, scan or select a kit parent. The components will load.
7. Scan or select a component manually. The product pick dialog will open.
8. Enter the bin from which you are picking or select the suggested bin. The suggested bin may appear next to the Bin field. This suggestion is based on the following factors:
  - a. The bin is sellable.
  - b. The bin type is Normal or Temp.
  - c. Primary bins will always be suggested first.
  - d. The bin with the most or least quantity will be suggested based on the client setting **PickList Bin suggestion sort qty by ASC Order**.

9. Scan units to add to the picked qty or adjust the number manually. To auto-populate the total quantity available for the scanned product in that bin, enable Skustack's [Warehouse Management setting Auto populate progress quantity when bin is selected](#).

To switch between positive and negative movements for [serialized](#) products, tap on the green **Arrow** icon. Note that the arrow indicator must be red in order to [unpick products](#) with serial numbers.

10. Tap on the three dots menu in the upper right-hand corner to:
    - a. **Flag** – Use this option to [Flag](#) the item and indicate specific concerns.
    - b. **Reset Dialog** – Use this option to remove selected data from the picking dialog.
  11. If the [Lot Number](#) workflow is enabled for your company and the product is set as expirable you must select a Lot Number before being able to pick it.
  12. Tap **Pick** to update the picked quantity.
  13. The quantity picked will be transferred to the Picking Bin and the PickList will be updated.
  14. Tap the **Printer** icon to print labels or configure your [Skustack settings](#) to print them automatically.
- 

## Search by PickList Name

1. Select **Search by Name** from the search mode dropdown.
  2. Enter the PickList Name.
  3. Tap **Go**.
  4. Follow steps 3-14 of the [Search by PickList ID](#) section [above](#).
- 

## Search All

1. Select **Search All** from the search mode dropdown.
  2. Scan or enter Product SKU/UPC or simply tap **Go** to search for all open PickLists.
  3. To filter the PickLists, tap the **Filter** icon at the top right.
  4. Select the PickList.
  5. Follow steps 3-14 of the [Search by PickList ID](#) section [above](#).
- 

## Related Settings

| SETTING | DESCRIPTION |
|---------|-------------|
|---------|-------------|

|   |   |
|---|---|
| <b>Validate serial globally</b>                             | <p><a href="#">Client Setting</a>. Enables serial number validation in Skustack. Learn more about serial number validation and relevant client settings <a href="#">here</a>.</p> <p>Skustack's <a href="#">Warehouse Management setting</a>. When enabled, will force the user to scan serials for products that are set to require serial scan.</p> |
| <b>Require serial scan when picking</b>                     | <p>Prints a single confirmation label when an order is fully picked. This setting should be used if your normal method of picking is <a href="#">order-based</a>. Configure the printer setting to use <a href="#">Picklist Label One</a>.</p>  |
| <b>Auto print fully picked orders</b>                       | <p>Prints a separate confirmation label for every unit picked. This setting should be used if your normal method of picking is <a href="#">product-based</a>. Configure the printer setting to use <a href="#">Picklist Label Two</a>.</p>  |
| <b>Auto print for every unit picked</b>                     | <p>Allows printing of confirmation labels even when not fully picked.</p>   |
| <b>Allow partial picked label print</b>                     | <p>Closes the dialog window when fully picked.</p>  |
| <b>Auto close after fully picked</b>                        | <p>When Qty Picked = Qty Required the product will be picked automatically without having to press the <b>Pick</b> button.</p>  |
| <b>Auto Pick when QtyToPick is full</b>                     | <p>Shows the product name in the pick dialog.</p>   |
| <b>Display Product Name when picking</b>                    | <p>When enabled, you can slide the progress bar in the pick window to increase the quantity.</p>  |
| <b>Slide to pick</b>  | <p>When enabled, the unpicking option within the Order picking dialog will be available.</p>  |
| <b>Allow unpick</b>   | <p><a href="#">Client Setting</a>. Once enabled, the suggested picking bin will be the one with the lowest product quantity.</p>  |
| <b>PickList Bin suggestion sort qty by ASC Order</b>        | <p>Skustack's <a href="#">Warehouse Management setting</a>. When a bin is selected, the Pick Qty field will automatically be set to the total quantity available in that bin, up to the quantity required.</p>  |
| <b>Auto populate progress quantity when bin is selected</b> |   |

---

---