

Kit Assembly Work Orders

04/30/2025 3:21 pm CDT

Overview

Kit Assembly is the process of transferring quantities from individual components to a **Kit Parent Product**.

With Sellercloud, you can create and print out **kit assembly work orders** that give your **Skustack** users the lists required to assemble kits in your warehouse. Each work order shows the total required, picked, and assembled quantities. You can also manage all your assembly work orders by editing, closing, or deleting them from the list.

If you don't use Skustack, you can still take advantage of this feature. For example:

- **You want to create an FBA Inbound Shipment with kits.** Add a kit assembly work order to streamline the manual kit assembly. Note that auto-assembly requires the **Client Setting Auto Assemble Kit when adding to FBA Shipments**.
- **You receive a Purchase Order with an Independent kit.** Give the printed work order instructions to your warehouse team so they can assemble the kit. Note that All Components kits do not require assembly.

This feature is also available on the Skustack Admin site – see [Work Orders Overview](#) for more information.

Create a Work Order

To create a new work order:

1. Click **Inventory > Kit Assembly Work Orders > Add New Work Order**.

The screenshot shows the Sellercloud interface for creating a new work order. The breadcrumb path is "Home > Search > Manage Inventory > Kit Assembly Work Orders". The form includes the following fields:

- WorkOrder #:
- Product ID:
- WorkOrder Type:
- WorkOrder Status:
- Warehouse:

A "Search" button is located at the bottom of the form. A blue arrow points to the "Add New Work Order" link, and another blue arrow points to the "Kit Assembly Work Orders" link in the navigation menu.

2. Next to **Work Order Expected Completion Date**, click the **calendar** and **clock** icons to set the completion date and time.
3. Set the **Work Order Type** to **Kit Assembly**.
4. Select the **Warehouse**.
5. Optionally, add a **Note**.
6. Click **Save** to create the work order.

Home > Search > Manage Inventory > Kit Assembly Work Orders > Kit Assembly Work Order

Work Order Expected Completion Date: 7/9/2023 12:00 AM  

Work Order Type: KitAssembly 

Warehouse: Test Warehouse 

Note:  

Save

Add Kits to a Work Order

To manually add kits to the work order:

1. Enter or find the **Product ID** of a kit parent.
2. Choose the **Warehouse**.
3. Enter the **Total Required Quantity**.
4. Click **Save**.

Add Product:

Product ID: 0000123Kit 

Total Required Quantity: 5

Save

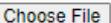
To bulk import kits:

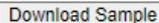
1. Click **Download Sample**.
2. Fill out the template and save it.

	A	B	C
1	ProductID	WarehouseName	TotalQtyRequired
2	0000123Kit	Test Warehouse	3
3	0000124Kit	Test Warehouse	6
4	0000125Kit	Test Warehouse	9
5			

3. Click **Choose File** and select the saved file.
4. Click **Import**.

Bulk Import:

Select File:  WorkOrderProducts.xlsx

Work Order Actions

Once you add kits to a work order, you can take the following actions:

- **Update the required product quantity** – Click **Edit** next to a product in the list.
- **Remove a product** – Check the box next to a product, then click **Select Action > Delete > Go**.
- **Print out the work order** – Click **Select Action > Print to PDF > Go**.
- **Export the work order** – Click **Select Action > Export to Excel > Go**.

<input type="checkbox"/>	ProductID	MainItemProductID	TotalQtyPicked	TotalQtyAssembled	TotalQtyRequired	status
<input type="checkbox"/>	Edit 0000123Kit	000002	0	0	3	
<input checked="" type="checkbox"/>	00001231231-IK	00001231231	0	0	6	test warehouse

Manage Work Orders

In addition to adding new work orders, when you go to **Inventory > Kit Assembly Work Orders**, you can:

- **Search for work orders** by **Work Order Number, Product ID (SKU), Type, Status, and Warehouse**.
- **Close work orders** by selecting them and clicking **Select Action > Close > Go**. Once you close work orders, you can only find them by searching with the **Work Order Status** filter set to **Closed**.
- **Delete work orders** by selecting them and clicking **Select Action > Delete > Go**. This deletes them permanently – they can never be restored.
- **Export work orders** by selecting them and clicking **Select Action > Export to Excel or Export to Excel with Quantity > Go**.

Home > Search > Manage Inventory > Kit Assembly Work Orders

Add New Work Order

WorkOrder #:

Product ID:

WorkOrder Type:

WorkOrder Status:

Warehouse:

<input type="checkbox"/>	Work Orders	Type	Created On	Created by	Expected Completed On	Completed On	Total Product	Total Qty Assembled	Total Qty	status
<input type="checkbox"/>	441	KitAssembly	7/6/2023 7:57:55 AM	www.gutenberg.com	7/9/2023 12:00:00 AM		2	0	9	Open
<input checked="" type="checkbox"/>	439	KitAssembly	5/29/2023 11:43:42 AM	www.gutenberg.com	5/31/2023 12:00:00 AM		0	0	0	Open
<input checked="" type="checkbox"/>	432	KitAssembly	5/18/2023 9:54:33 AM	www.gutenberg.com	5/25/2023 12:00:00 AM		0	0	0	binny Open
<input checked="" type="checkbox"/>	422	KitAssembly	5/9/2023 9:50:36 AM	www.gutenberg.com	5/9/2023 12:00:00 AM		1	0	2	***TEST*** Open
<input type="checkbox"/>	410	KitAssembly	4/25/2023 11:49:07 AM	www.gutenberg.com	4/26/2023 12:00:00 AM		0	0	0	A11 Open