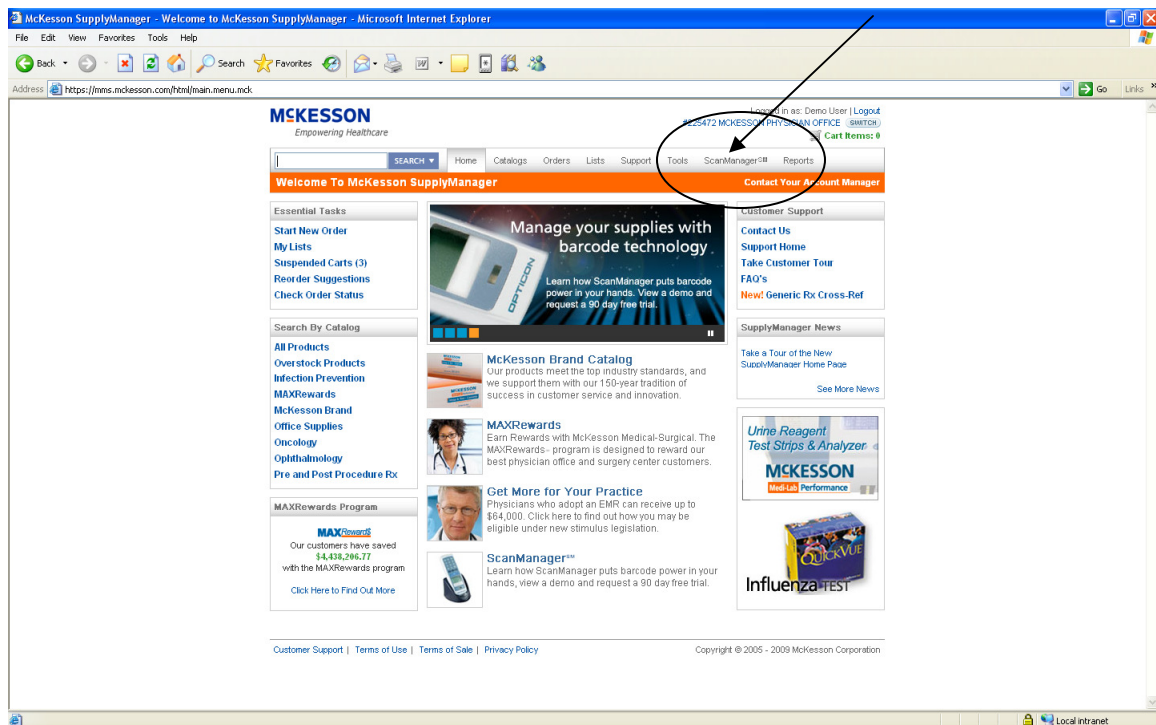
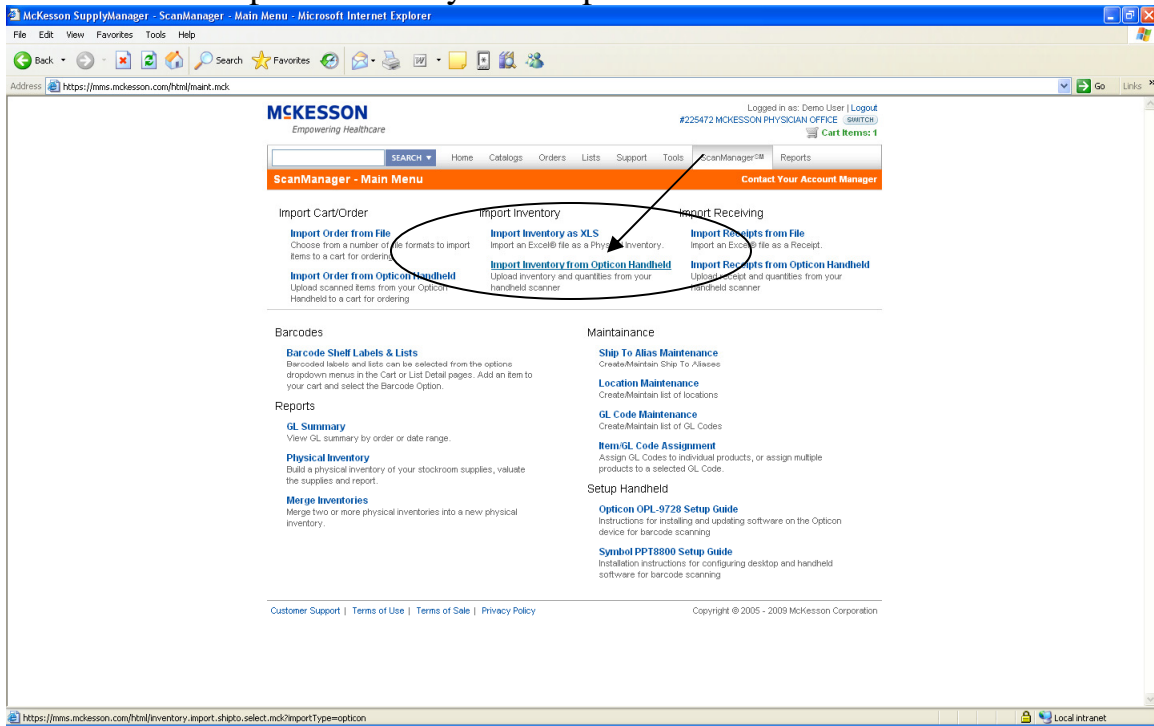


## How to Create an Inventory with Opticon scanner

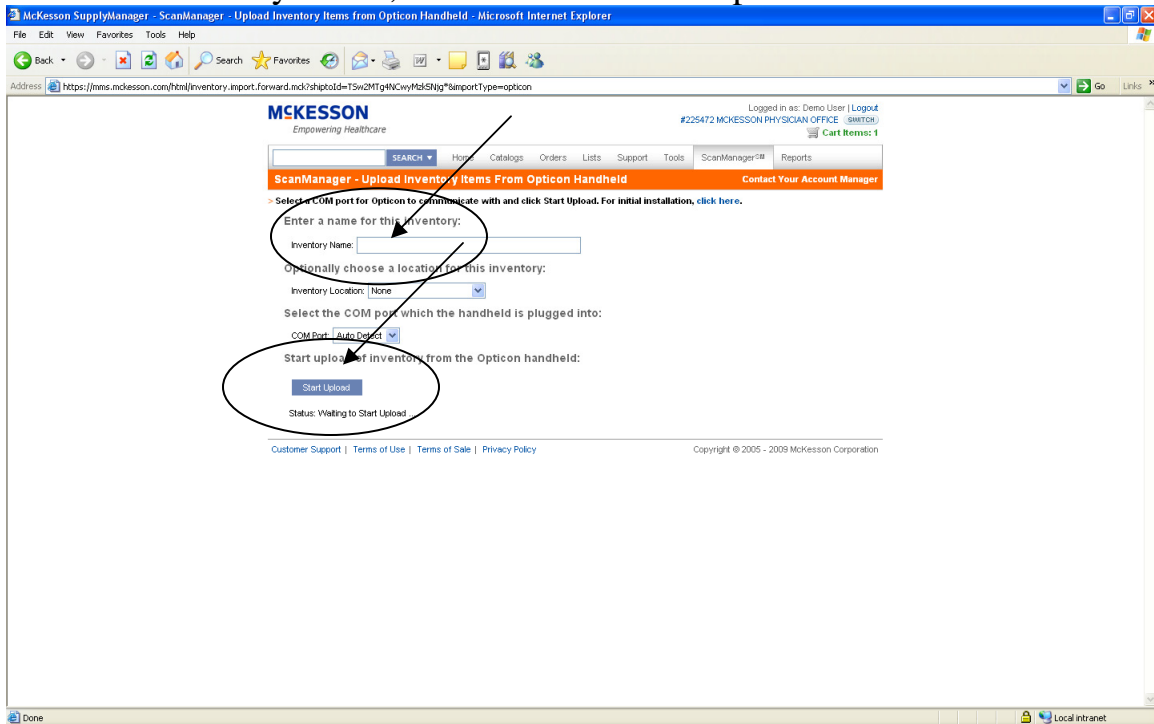
1. Scan items.
2. Dock scanner in cradle. “Data Sync” should be displayed on scanner.
3. Log into SupplyManager (<https://mms.mckesson.com>).
4. Click on “ScanManager<sup>SM</sup>” tab.



### 5. Click on “Import Inventory from Opticon Handheld”.

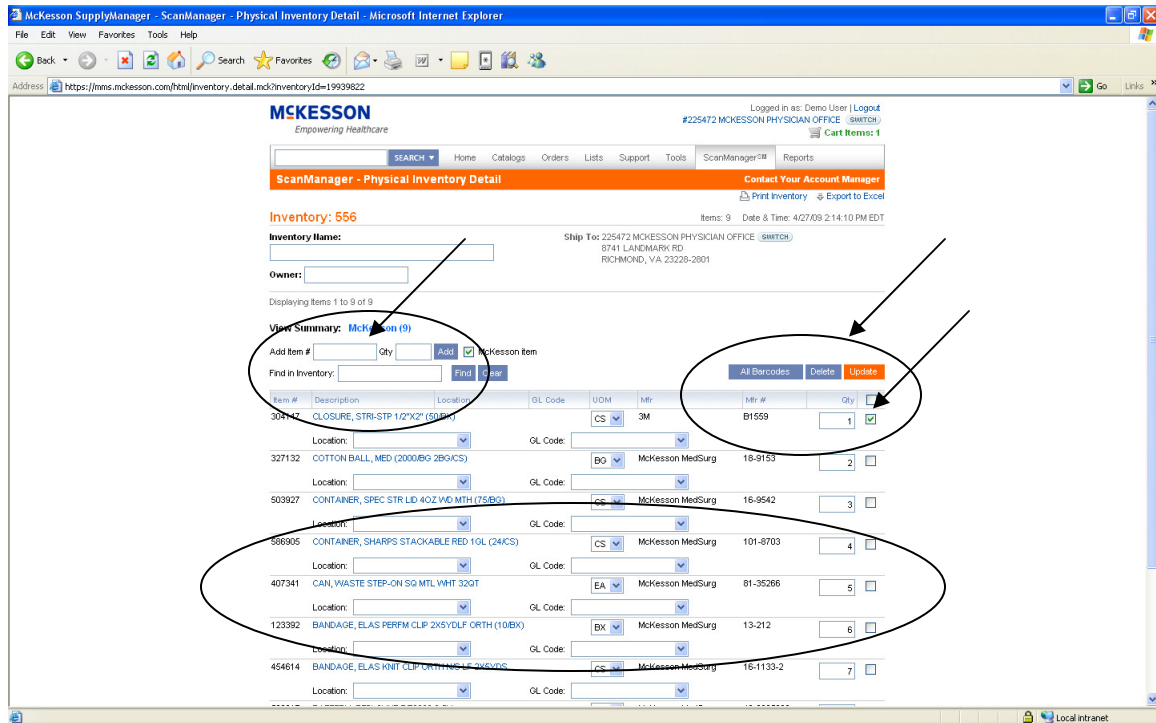


### 6. Enter Inventory Name, then click on “Start Upload” button.



## 7. Review Inventory.

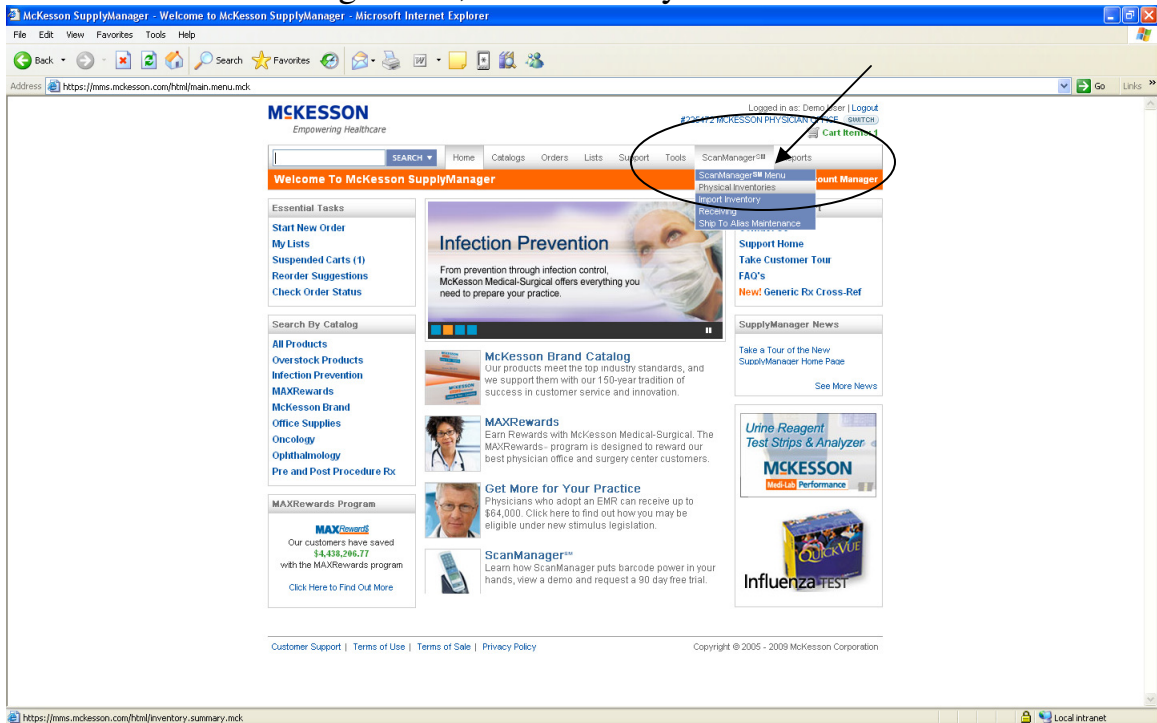
- Delete by selecting item(s), then click on “Delete”.
- Add items by entering McKesson item number.
- Click on “Update” after making any changes.



## 8. Inventory is automatically saved. Logout when done.

9. To review saved Inventory:

- Under the “ScanManager” tab, click on “Physical Inventories”.



- Select Inventory, by clicking on it.

