

# Inventory Reports FAQs

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**Q. I am running my Re-Order report and there are products below the reorder level but they are not showing on the Re-Order Report.**

A. In this instance, the *Inventory This Department* is not checked for the department the product(s) were in. To check this setting, go to *Accounting / Setup / Inventory Departments*. Edit the department the product(s) are in, select the *G/L Posting* tab, and mark the checkbox to the right of *Inventory This Department* in the upper right corner of the screen.

**Note:** It is not advisable to change this checkbox without verifying the department setup. Contact SSI Support for assistance.