**Report**

**Material Usage**

**ZMB35**

A yellow school bus

Description automatically generated Dept. of Public Instr.

Transportation

**Procedure:**

Identify material usage over a selected period

Not Applicable

**Website Application:**

**Note(s):**

1. Open Transaction **ZMB35**
2. *Monthly Usage Report* window opens
   1. Plant Field – Input four-digit code (i.e., Alamance = 6001)
   2. Storage Loc. Field – Input four-digit code (i.e., Alamance = 8001)
   3. Material Field - Input valid 9-digit material number (i.e., 159000049)
   4. Goods Receipt Date – Input date range (i.e., 01/01/2020; 02/06/2020)
   5. <*Click*> **Execute icon **
3. *Monthly Usage* window updates

Tip: Report Displays:

* Material Document number
* Plant & Storage Location
* Manufacturer’s Part number
* Material Description
* Quantity on Hand
* Amount of usage for the period
* Amount of usage per month
  1. <*Click*> **Exit icon**  (Twice)

Updated

02-06-2020