Nexpart - Creating Out of Stock (00S) Lead Times

Introduction	This job aid reviews how to create Out of Stock Lead Times in Nexpart.		
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ConfiguringYou need Nexpart admin user account to be able to complete this00S Leadtask.TimesTo create Out of Stock Lead Times, follow the steps below:

Step	Action			
1	Login to www.nexpart.com/admin.			
2	Select Distribution Cor Distributor Configuration Customer Maintenance Catalog Display Control	nfiguration.		
3	 Scroll to the Out of Stock (OOS) Items section and: Enter OOS Lead Time in either hours or days and select appropri Lead Time Label. Enter OOS Comment (optional). 			
	OOS Lead Time:	1		
	OOS Lead Time Label:	 ○ Mins ○ Hrs ● Days ○ Months 		
	OOS Comment:	Normally 1 day		
4	Scroll down to select U	pdate when complete.		

