

Opening stock and stock counts

Stock and inventory

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Load your starting stock and correct it after a physical count using Stock Reconciliation.

Intermediate · About 25 minutes · Version 1.0 · Updated 17 November 2026

Plan availability

Included in the **Kuza** and **Enterprise** plans. It is not part of **Biashara**. Contact us if you want to upgrade.

Overview

Stock Reconciliation sets the stock of an item in a warehouse to the quantity you actually counted. Use it to load your **opening stock** when you start, and to correct the system after a physical count.

Prerequisites

Items and warehouses created. The Stock Manager role.

Steps

1. Search for **New Stock Reconciliation**.
2. Set **Purpose**: *Opening Stock* when you first start, or *Stock Reconciliation* for later counts.
3. Set the **Posting Date** (for opening stock, the day before you begin).
4. Click **Get Items** to load the items in a warehouse, or add rows by hand.
5. For each row, enter the warehouse, the real **Quantity** counted, and the **Valuation Rate** (cost per unit) when asked.
6. Check the **Difference Amount** at the bottom. For opening stock, choose the **Difference Account** *Temporary Opening*. For a later count, choose a stock adjustment expense account.
7. Save and submit.

Large lists can be loaded in bulk. Use **Data Import** with the Stock Reconciliation template, or the **Upload** option on the document.

Practical example

The hardware shop counts 760 bags of cement on the shelf, but the system says 770. The storekeeper creates a Stock Reconciliation for `CEM-50` in `Stores - HD` with quantity 760. The system books a 10-bag loss, valued at the item's cost, to *Stock Adjustment*.

Important notes

- Do a count when the shop is closed or movements are paused, so quantities are exact.
- Opening stock needs a **valuation rate** because it sets your stock's value in the books.
- Never keep adjusting stock to hide a problem. Find out why it differs.

Common mistakes

- Counting while sales are still being processed.
- Entering the system's quantity instead of the counted one.

Troubleshooting

See Incorrect stock balances.

Next steps

Read Batches and serial numbers.

Related documentation

- Stock reports
- Journal entries and opening balances
- Incorrect stock balances