

Splitting a Lot for Partial Pallets in Business Central

This is useful when we need to split off partial pallets to allow for efficient picking of full pallets in BC.

1 Click "Inventory Summary"

The screenshot shows the Business Central web interface for 'NIZANA PRODUCTS CO., INC.'. The 'All Reports' menu is open, and 'Inventory Summary' is highlighted with an orange circle. Below the menu, there are several sections: 'Production Orders' with a list of reports, 'Item Journal' with a list of reports, 'Order Promising Setup' with a list of reports, 'Planning Availability' with a list of reports, 'Production Order Statistics' with a list of reports, 'Released Production Orders' with a list of reports, 'Sales Invoices' with a list of reports, 'Item List' with a list of reports, and 'Purchasing' with a list of reports. Below these sections, there are several cards displaying counts for various reports: 'Planned Production Orders - All' (28), 'Released Production Orders - All' (85), 'Overdue Production Orders' (100), 'My Purchase Orders' (0), 'Production BOMs under Development' (1), 'Routings under Development' (1), 'Manufacturing... under Development' (0), and 'Released Manufacturing Specifications' (12).

Business Central

Environment: ECL-ENV-JSA-LGTST-FR

NIZANA PRODUCTS CO., INC.

Journals Worksheets Product Design All Reports

Released Production Orders Sales Orders Transfer Orders Produced Certified Released Production Orders Item List
Production Forecast Blanket Purchase Orders Vendors Raw Materials Inventory Summary Sales Invoices Lot No
Blanket Sales Orders Purchase Orders Items Production BOMs Firm Planned Production Orders Customers Purchasing

Item Journal
Order Promising Setup
Planning Availability
Production Order Statistics
Requisition Worksheet
Manufacturing Setup
Capacity Task List
Status
Planning Worksheet
Yaveon 365 Item Tracing
Subcontractor - Dispatch List
Inventory Valuation WIP
Subcontracting Worksheet
Navigate
Production Order - Shortage List
Change Production Order Status
Routing Sheet
Detailed Calculation
Order Planning
Inventory - Availability Plan
Production Order - Calculation

Activities

Production Orders

Planned Production Orders - All: 28
Released Production Orders - All: 85
Overdue Production Orders: 100
My Purchase Orders: 0
Production BOMs under Development: 1
Routings under Development: 1
Manufacturing... under Development: 0
Released Manufacturing Specifications: 12

Production Output

2 In the search field enter the lot with partial pallets that you want to split off.

Dynamics 365 Business Central Environment: ECL-ENV-USA-UGTEST-FR

MANZANA PRODUCTS CO., INC. Journals Worksheets Product Design All Reports

Inventory Summary: All Yaveon 365 Item Tracing Lot No. Info Card Product Labels Traffic Light Control Item Ledger Entries

Traffic Light	Item No. ↑	Item Description	Item Description 2	Quantity (Base)	Lot No. ↑	Item Category Code	Location Code ↑	Status	Bin Code ↑	Base Unit of Measure Code	Storage Unit of Measure Code
🟢	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028788	VI CASED-1...	SUTTON	RELEASED	07-038	CASE	CA
🟢	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028788	VI CASED - 1...	SUTTON	RELEASED	07-038	CASE	CA
🟢	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028788	VI CASED - 1...	SUTTON	RELEASED	07-038	CASE	CA
🟢	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028788	VI CASED - 1...	SUTTON	RELEASED	07-038	CASE	CA
🟢	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028788	VI CASED - 1...	SUTTON	RELEASED	07-038	CASE	CA
🟢	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028788	VI CASED - 1...	SUTTON	RELEASED	07-038	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		35	MR028788/001	VI CASED - 1...	SUTTON	QA PARTIALS	07-038	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		50	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA
🟡	100006	TMARKET M.O.R VIN 12/32OZ		16	MR028789	VI CASED - 1...	GREEN	RD 6.01	02-004	CASE	CA

3 Click "Lot No. Info Card"

Business Central Environment: ECL-ENV-USA-UGTEST-FR

MANZANA PRODUCTS CO., INC. Journals Worksheets Product Design All Reports

Inventory Summary: All MR2000049 Yaveon 365 Item Tracing Lot No. Info Card Product Labels Traffic Light Control Item Ledger Entries

Item No. ↑	Item Description	Item Description 2	Quantity (Base)	Lot No. ↑	Item Category Code	Location Code ↑	Status	Bin Code ↑	Base Unit of Measure Code	Storage Unit of Measure Code	Lot Carri
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C
02609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-014	CASE	CASE	C

4 Click Actions

Dynamics 365 Business Central

Environment: ECL-BIV-USA-LGTEST-FR

Lot No. Information Card

102609 · MR2000049

Home Lot No. Actions Related Automate Fewer options

Yaveon 365 Item Tracing Find entries... Print Label Inspection Orders Create Inspection Orders

General

Item No.	102609	Date of Entry	1/13/2026
Variant Code		Production Date	
Item Description	KIRKLAND M.O.R VIN 4/3/32OZ #2	Status	RELEASED
Lot No.	MR2000049	First Release Date	1/16/2026
Description		Expiration Date	1/12/2029
Test Quality		Days to Expiration	1085
Certificate Number		Best If Used By Date	1/13/2027
Blocked	☐	External Lot Number	
Type	Lot	No. of Expiration Date Ext...	
Inspection Lot No.		Maximum No. of Expiration...	
Inspection Lot ID	0	Maximum Expiration Date	
ID	1028	Last Release Date	1/16/2026

Summary Preview

Notes +

(There is nothing to show in this view)

5 Click "Create Lot No. Modification"

Dynamics 365 Business Central

Environment: ECL-BIV-USA-LGTEST-FR

Lot No. Information Card

102609 · MR2000049

Home Lot No. Actions Related Automate Fewer options

Yaveon 365 Item Tracing Create Lot No. Information Modification Inspection Orders Create Inspection Orders

General

Item No.	102609	Date of Entry	1/13/2026
Variant Code		Production Date	
Item Description	KIRKLAND M.O.R VIN 4/3/32OZ #2	Status	RELEASED
Lot No.	MR2000049	First Release Date	1/16/2026
Description		Expiration Date	1/12/2029
Test Quality		Days to Expiration	1085
Certificate Number		Best If Used By Date	1/13/2027
Blocked	☐	External Lot Number	
Type	Lot	No. of Expiration Date Ext...	
Inspection Lot No.		Maximum No. of Expiration...	
Inspection Lot ID	0	Maximum Expiration Date	
ID	1028	Last Release Date	1/16/2026

Summary Preview

Notes +

(There is nothing to show in this view)

6

On the Inventory column, select Ascending to sort the containers from smallest quantity to largest (Partial pallet to full pallet)

Get Lines... Post... More options

General

No. LNM000207 Reason Code Reason

Posting Date 1/23/2026

Lines New Line Delete Line Lot No. Assignment

Item No.	Package No.	Serial No.	Status	Location Code	Zone Code	Bin Code	Load Carrier No.	Inventory	Qty. to Handle	Unit of Measure Code
→ 102609			RELEASED	GREEN		03-014	CNT100	Ascending	55	CASE
102609			RELEASED	GREEN		03-014	CNT100	Descending	55	CASE
102609			RELEASED	GREEN		03-014	CNT100	Filter...	55	CASE
102609			RELEASED	GREEN		03-014	CNT100	Filter to this value	55	CASE
102609			RELEASED	GREEN		03-014	CNT100	Clear filter	55	CASE
102609			RELEASED	GREEN		03-014	CNT100	What's this?	55	CASE
102609			RELEASED	GREEN		03-014	CNT1003629		55	CASE
102609			RELEASED	GREEN		03-014	CNT1003569		55	CASE
102609			RELEASED	GREEN		03-014	CNT1003646		55	CASE
102609			RELEASED	GREEN		03-014	CNT1003626		55	CASE

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Click the 3 dots in the first cell in the Item No. column and choose Select More

Get Lines... Post... More options

General

No. LNM000207 Reason Code Reason

Posting Date 1/23/2026

Lines New Line Delete Line Lot No. Assignment

Item No.	Variant Code	Description	Lot No.	Package No.	Serial No.	Status	Location Code	Zone Code	Bin Code
→ 102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-304
New Line		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
Delete Line		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
Select More		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-014

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Once you have confirmed that the partial pallet lines are NOT selected, Click "Delete Line"

Lot No. Modification

LNLM000207

Get Lines... Post... More options

General

No. LNLM000207 Reason Code

Posting Date 1/23/2026 Reason

Lines New Line **Delete Line** Lot No. Assignment

Item No.	Variant Code	Description	Lot No.	Package No.	Serial No.	Status	Location Code	Zone Code	Bin Code
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-30
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-01

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Click "Yes"

Get Lines... Post... More options

General

No. LNLM000207 Reason Code

Posting Date 1/23/2026 Reason

Lines New Line Delete Line Lot No. Assignment

Go ahead and delete?

Yes No

Item No.	Variant Code	Description	Lot No.	Package No.	Serial No.	Status	Location Code	Zone Code	Bin Code
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-304
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014
102609		KIRKLAND M.O.R VIN 4/3/32O...	MR2000049			RELEASED	GREEN		03-014

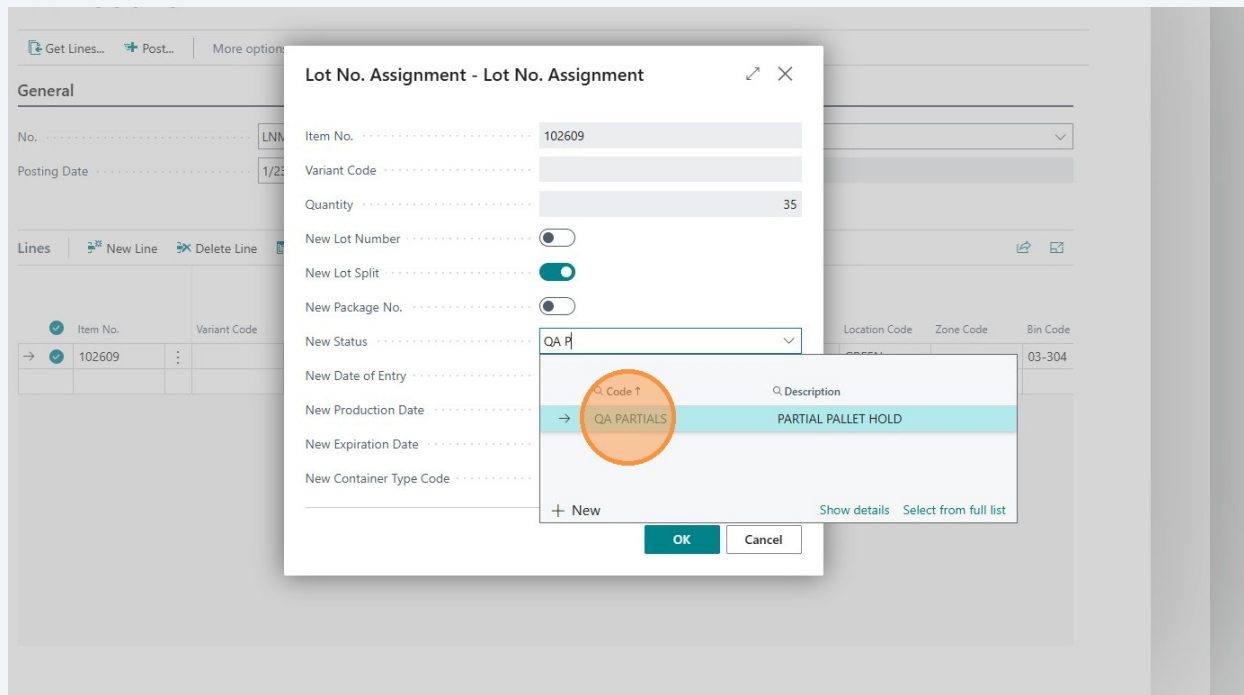
- 12 Be sure that you have selected the line or lines and then click "Lot No. Assignment"

The screenshot shows the 'Lot No. Modification' screen in Dynamics 365 Business Central. The main header displays 'Lot No. Modification' and 'LN0000207'. Below this, there are tabs for 'Get Lines...', 'Post...', and 'More options'. The 'General' section contains fields for 'No.' (LN0000207), 'Posting Date' (1/23/2026), 'Reason Code', and 'Reason'. The 'Lines' section has buttons for 'New Line', 'Delete Line', and 'Lot No. Assignment', with the latter highlighted by an orange circle. Below the buttons is a table with columns: Item No., Variant Code, Description, Lot No., Package No., Serial No., Status, Location Code, Zone Code, and Bin Code. The table contains one row with the following data: Item No. 102609, Variant Code, Description KIRKLAND M.O.R VIN 4/3/32O..., Lot No. MR2000049, Package No., Serial No., Status RELEASED, Location Code GREEN, Zone Code, and Bin Code 03-304.

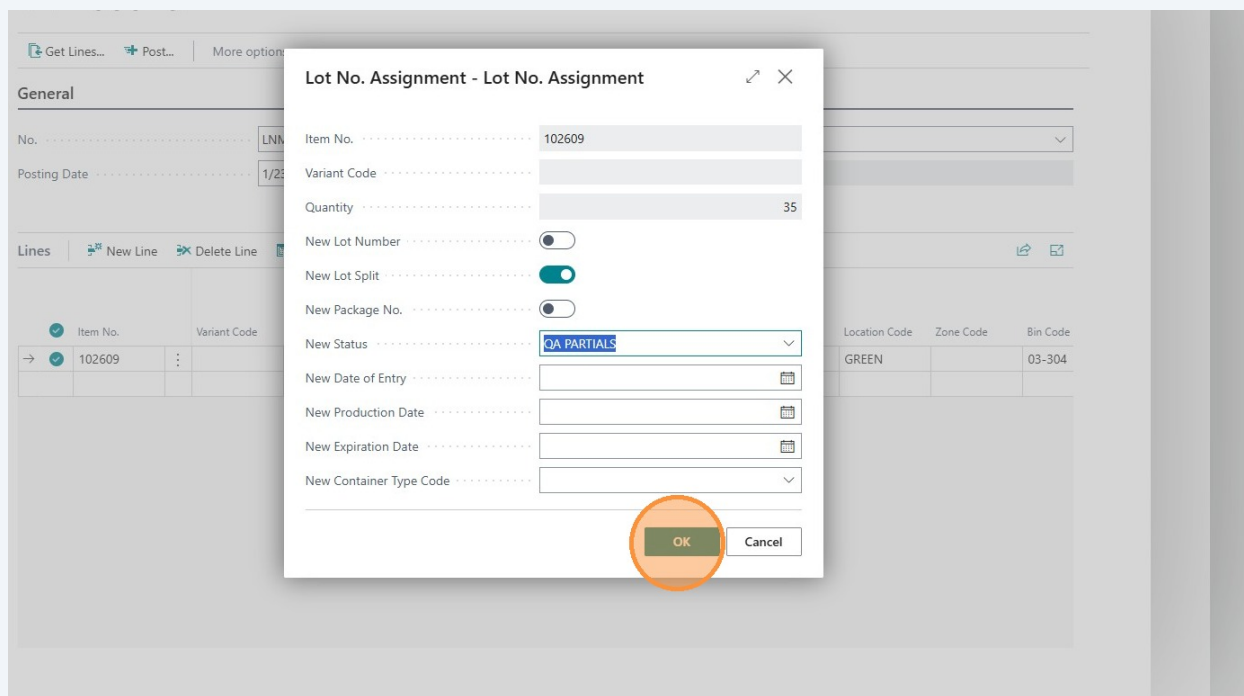
- 13 In the New Status type or use the drop down menu to select QA PARTIALS

The screenshot shows the 'Lot No. Assignment - Lot No. Assignment' dialog box in Dynamics 365 Business Central. The dialog box contains fields for 'Item No.' (102609), 'Variant Code', 'Quantity' (35), 'New Lot Number' (toggle), 'New Lot Split' (toggle), 'New Package No.' (toggle), 'New Status' (dropdown menu), 'New Date of Entry', 'New Production Date', 'New Expiration Date', and 'New Container Type Code'. The 'New Status' dropdown menu is highlighted with an orange circle. The background shows the 'Lot No. Modification' screen with the 'Lot No. Assignment' button highlighted.

14 Click "QA PARTIALS"



15 Click "OK"



16 Click "Post..."

Dynamics 365 Business Central

Environment: ECL-BNV-USA-LGTEST-FR

Lot No. Modification

LNLM000207

Get Lines... Post... More options

General

No. LNLM000207 Reason Code Reason

Posting Date 1/23/2026

Lines New Line Delete Line Lot No. Assignment

Item No.	Variant Code	Description	Lot No.	Package No.	Serial No.	Status	Location Code	Zone Code	Bin Code
102609		KIRKLAND M.O.R VIN 4/3/320...	MR2000049			RELEASED	GREEN		03-304

17 Click "Yes"

Get Lines... Post... More options

General

No. LNLM000207 Reason Code Reason

Posting Date 1/23/2026

Lines New Line Delete Line Lot No. Assignment

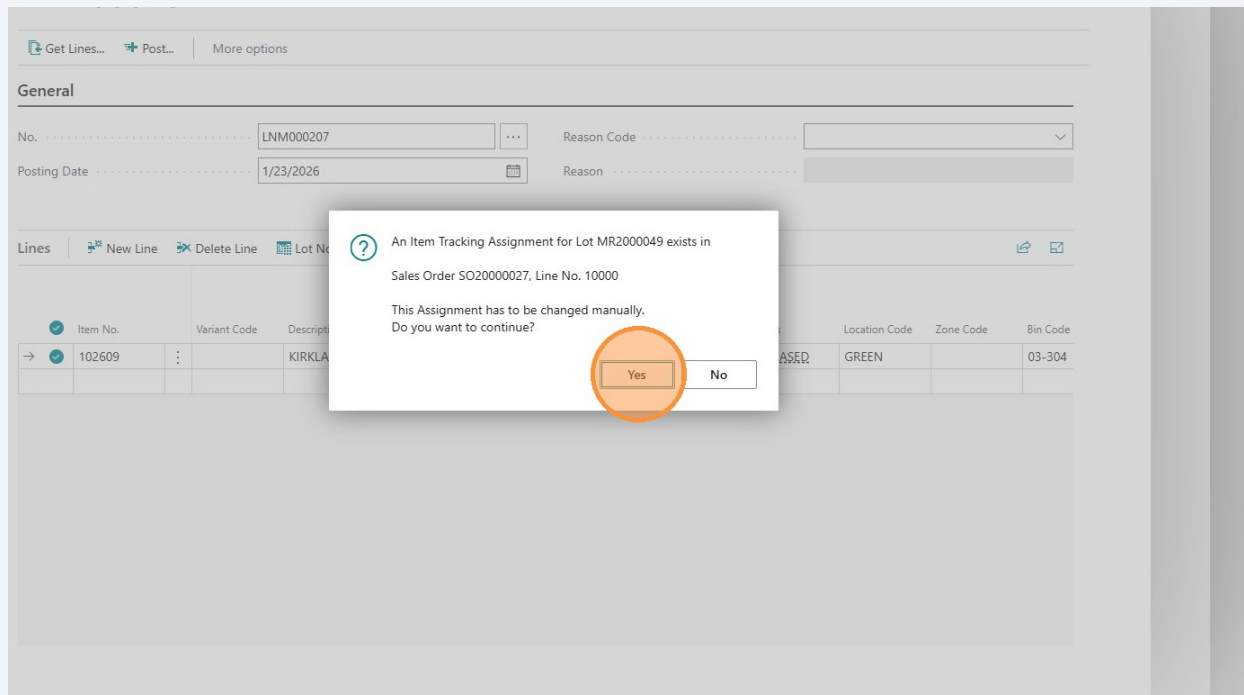
Item No.	Variant Code	Description	Lot No.	Package No.	Serial No.	Status	Location Code	Zone Code	Bin Code
102609		KIRKLA				ASED	GREEN		03-304

Do you want to post the Lot No. Modification?

Yes No

18

If you get a message like the one below, it means that other pallets from the same lot are already on a pick. Simply press YES to continue.



19

In Inventory Summary, confirm the the pallets you split off have a new Load Carrier number and are on QA PARTIALS status

20

The screenshot shows the Dynamics 365 Business Central Inventory Summary page for MANZANA PRODUCTS CO., INC. The table displays the following data:

Traffic Light	Item No.	Item Description	Item Description 2	Quantity (Base)	Lot No.	Item Category Code	Location Code	Status	Bin Code	Base Unit of Measure Code	Storage Unit of Measure Code	Load Carrier No.	Load Carrier Type	Block Movement	Date of Entry	Pro Dat
🟡	102609	KIRKLAND M.O.R VIN 4/3/32O...		35	MR2000049/001	VI CASE 4/3/...	GREEN	QA PARTIALS	03-304	CASE	CASE	CNT1003240	CHEP		1/13/2026	
🟢	102609	KIRKLAND M.O.R VIN 4/3/32O...		55	MR2000049	VI CASE 4/3/...	GREEN	RELEASED	03-050	CASE	CASE	CNT1003036	CHEP		1/13/2026	