

Deleting Sage 300 Items

Summary: It is common for distributors to want to "get rid of" items they haven't sold for years, perhaps because they no longer do business with a manufacturer. TaiRoX Productivity Tools includes a program, Delete Items, that will delete items **that can be deleted without causing integrity errors**. This tech note also explains a process that is used to prepare for deletion.

Items That Can Be Deleted

There are many reasons why an item cannot be deleted including:

- They have non-zero quantities and costs
- They are referenced by quotes, orders or purchase orders
- They are referenced by BOMs or kits
- They are referenced by (supported) third-party products

The Delete Items screen will display filtered items, but **only those items that can be deleted**. These can be a much smaller list than might be expected based on the filtering. As an aside, items not displayed cannot be deleted by Sage's Item screen.


TXDEMO - Delete Items

File
Help

Item Range

Select Items By

Manufacturer

Item Number

Category

Manufacturer Number

(None)

(None)

(None)

From

From

From

From

From

From

From

To

To

To

To

To

To

To

Additional Criteria...

Load

Include	 Item Number	Description	Category	Account Set Code
No	#OFFICE DESK KIT	Complete Office Desk Kit	A2	USER

Select All

Select None

0 Items selected.

Process

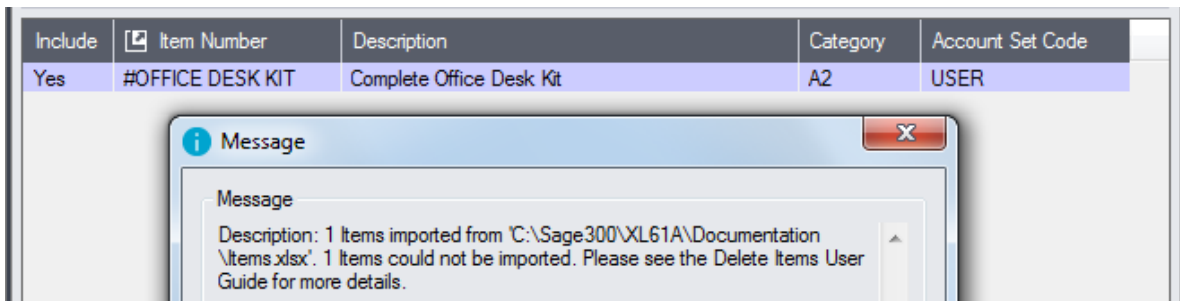
Log...

Close

TaiRox™ Tech Note

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Delete Items will also import items from a spreadsheet. Again, after this is done, the Delete Items screen will display imported items, but **only those items that can be deleted**. After the import, the items that can and cannot be imported will be displayed in a message.



Deleting Unwanted Items

The most references to an item, by far, are likely to be in quotes, orders and purchase orders. These entities must be deleted at the same time as the shipments, receipts and invoices referencing them are also deleted. To do this, Sage provides clear history operations that remove all related entities in a single database operation (a "transaction"). For large databases, Sage's clear history operation may take hours or days. The TaiRox Fast Clear History program does the same deletions, taking minutes instead of hours (or hours instead of days).

Module*	Core	Fast	Faster By
Bank	5 days	2 min	3600x
General Ledger	5 hrs	1.6 min	187x
Accounts Receivable	30 min	15 min	2x
Accounts Payable	35 min	10 min	3.5x
Inventory Control	2 days	120 min	24x
Order Entry	97 min	0.5 min	197x
Purchase Orders	7 hrs	12 min	35x
* Times vary widely with database sizes, settings and environment			
* Times for individual modules are not additive to a total for all modules			