

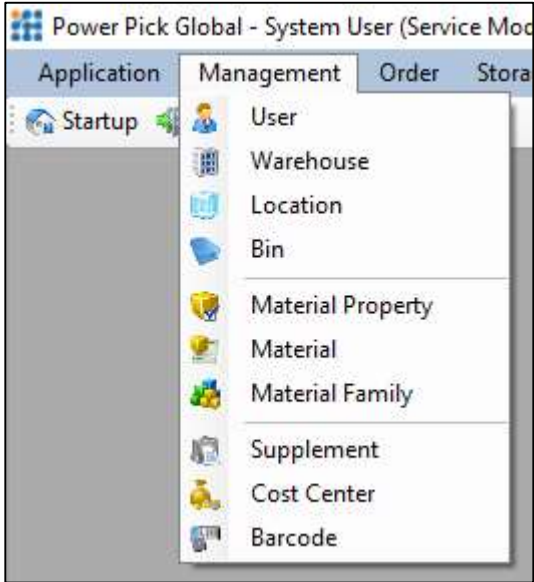
How to Load Bins & Totes

Kardex Power Pick System

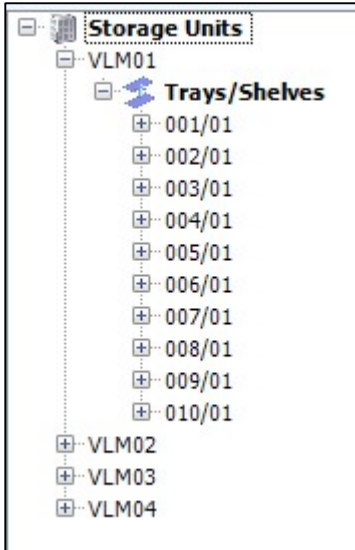
How to Load Bins & Totes

Load Bins & Totes

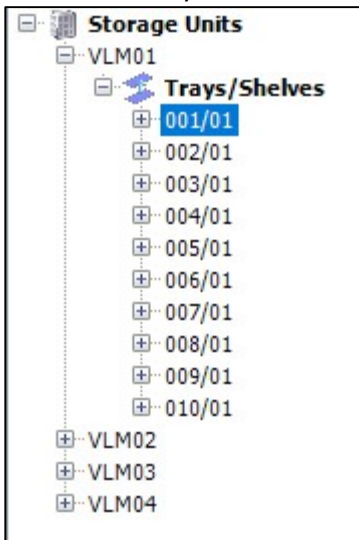
1. Open Management > Location



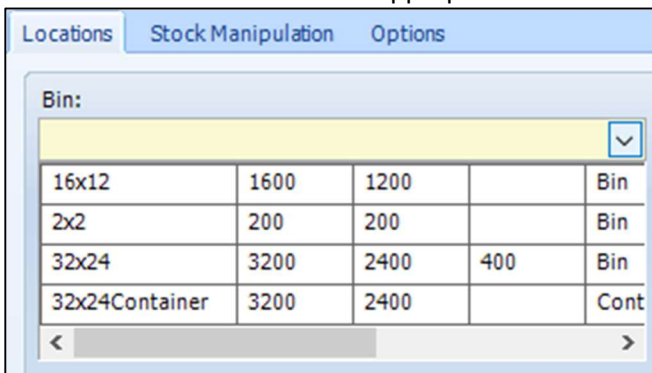
2. Expand the desired Storage Unit



3. Click on the tray



4. Under Locations Tab select the appropriate bin from the dropout list



5. Select the number of Bins to be created, Bin Width, and Bin Depth

Bin: 16x12

X (Grid): Y (Grid):

Orientation: X Coordinate: 0 in Y Coordinate: 0 in X (Step): Y (Step): Z (Step):

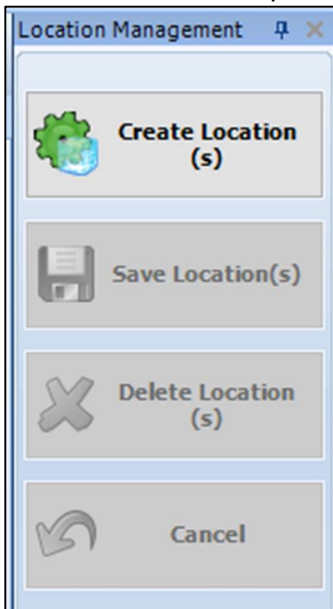
Area Width: 9600 in Area Depth: 2400 in Usage (%): Location is Full

#Bins to Create: 12 #Bins in Width: 6 #Bins in Depth: 2 Handling Unit: Handling Unit St...

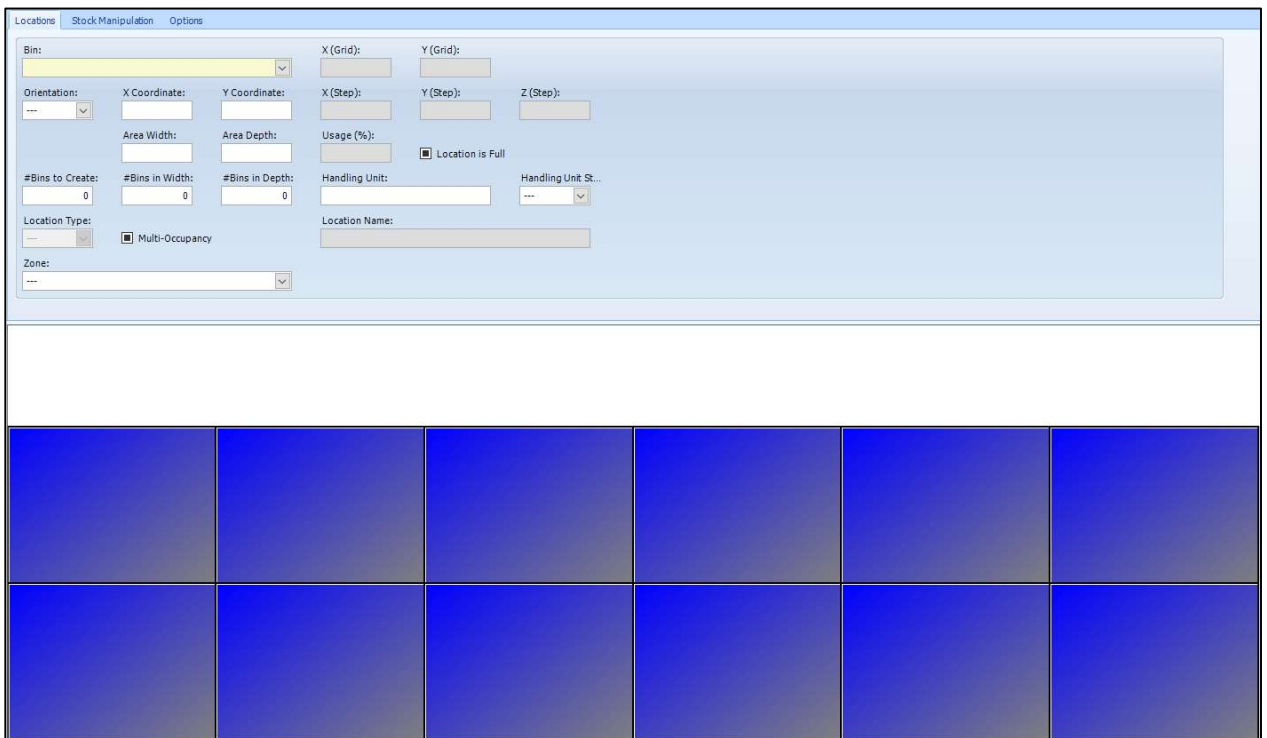
Location Type: Multi-Occupancy Location Name:

Zone:

- Hitting the Create Location(s) button to the right of the screen will populate the tray according to the number of bins you request to created.



- You should now see the bins on the shelf



[Visit our Customer Knowledge Center for more articles like this.](#)