*my*ORDERS

myORDERS RECEIVING
TRAINING

PERSONAL **LEARNING JOURNAL**

DAVID'S
BRIDAL

notes and questions

recovering received merchandise SOP review

ON-FLOOR ACTIVITY

1. Use the SOP manual to review the following procedure in the SOP manual:

Inventory Management > Receiving Merchandise > Recovering Received Merchandise

2. Use the information in the procedure to answer the questions below.

3. Use your responses to complete the Knowledge Check in the myLearning app.

QUESTIONS

1. What two things must be complete before you begin recovering received merchandise?

a. merchandise must be photographed using the camera on the iPod

b. merchandise must be scanned-in and checked for first quality

c. you can begin recovering received merchandise at any time

d. none of these

2. Which of these types of hangers must NOT be given to customers to take home?

a. designer hangers

b. shawl hangers

c. bridal sash hangers

d. flower girl bow hangers

e. do not give customers any of the above hangers

QUESTIONS (CON'T)

3. How should you group multiple pieces (dresses and accessories) for the same customer?

    a. place a rubber-band around the neck of the grouped hangers

    b. make sure the hangers stay next to each other

    c. print additional VCN stickers for each item

    d. put accessories in the dress pockets if it has them

4. True or False? You should ALWAYS steam garments before they go out on the sales floor.

    a. true

    b. false

5. True or False? You should remove vendor-branded tags and vendor size tags from bridal gowns.

    a. true

    b. false

6. True or False? You must scan the barcode on each retail ticket to confirm that the current price is reflected.

    a. true

    b. false