

Getting Started with InventoryCloud

Beau Dixon - 2022-04-05 - [InventoryCloud Getting Started](#)

To set up your tenant properly, we recommend performing the following actions in this exact order.

[Step 1: Accepting Tenant Invite](#)

How to initially access your software.

[Step 2: Installing Mobile App](#)

How to set up the mobile app on your mobile computer or smart phone.

[Step 3: Setting Up Lookups](#)

A guide for setting up lookups that need to be done before you set up your items.

[Step 4: Setting Up Users and Roles](#)

How to set up different permission roles, users, and assigning them to roles.

[Step 5: Setting Up Items](#)

How to create new items.

[Step 6: Adding Inventory to Items](#)

Adding quantities to the items you have set up.

[Step 7: Importing Data](#)

Basic information on importing spreadsheets into the software.

[Step 8: Basic Navigation](#)

How to navigate the software and a few tips and tricks.

[Step 9: Getting Help](#)

Where to get assistance with InventoryCloud.

Wasp Services

Training

Wasp offers 2 types of training: online training and on-site training. Our online training is a 2-hour training with your company and a Wasp trainer. The training will be tailored to how you plan to use the software and will be recorded for future reference. Our on-site training is a day and half (12 hours) where a Wasp trainer will come out to your facility and train your staff. For more information on training options, please [click here](#).

Import Services

If you have existing spreadsheets containing your data, Wasp can import that data into the software for you. Getting your database set up is the most time-consuming part of getting started with the software, so let us help speed that up. For more information on data import services, please [click here](#).

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