

10 Habits of a Well-Run Inventory System



Tight inventory doesn't happen by accident. It's built one habit at a time, and here's what the best-run salons, spas, and med spas do differently.

Every tag below is a live Convobar® command. Type it straight into Meevo to jump to that screen.

01

Set It Up Right from the Start

Multiples of = units per pack.

Model Quantity = your on-hand target.

Order Point = your floor before reordering.

> stocklevels

02

Make Your Shelves Match Your System

Organize shelves in the same order as your purchase orders and count sheets. Products are easier to find, and counts go faster.

> count

03

Don't Sell Yourself Short

Enter opening inventory through a purchase order, not a count, so each product reflects its real cost instead of an average or wholesale estimate.

> purchaseorder

04

Turn On Inventory Alerts

Set low-inventory and excessive-usage alerts in Alert Manager. Know exactly when to reorder, before you're caught short.

> alerts

05

Track Usage, Not Just Sales

Log Employee Supply Usage for shop supplies, backbar retail, and misc. items. On-hand counts stay accurate as products get used, not just sold.

> supplies

06

Know Your Product Lifespan

Set how many weeks a product should last. Meevo flags repurchases at the register and reminds clients automatically when it's time to restock.

> products

07

Clean Up Before You Deactivate

Sell or use remaining stock before removing a product. Deleting won't zero it out; mark it Not for Sale first, or run an Inventory Count to zero if you're tossing it.

> products

08

Review What's Moving and What's Not

Run the MI047 Inventory Sales and Usage report at least yearly. Adjust stock levels based on what's actually selling to cut overstock and shortages.

> MI047

09

Group Similar Products Together

Use attributes and variants for products that share a definition but differ by size, shade, or scent. Manage or discontinue the whole group at once.

> products

10

Name Everything Consistently

Standardize product and SKU names: Manufacturer, Category, Description, Size. Example: Aveda 12oz Invati Shampoo becomes AVSHIN12.

> products