



## **Multiple Sub-Locations**

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The EasyWorld Software system supports multiple company locations, with each location having multiple sub-locations. Sub-locations are used differently by different industries. Some industries utilize sub-locations as buildings within a location or campus, others tracking inventories may use sub-locations as buildings at locations with each building having multiple storage or bin areas. Some industries utilize sub-locations as offices within buildings, units within storage areas, or rooms within buildings.

Whenever you are working within EasyWorld Software, you are always in a company, and a division, a department, and a location related to that company. If you do not want to track information by division, department, or location then the division, department or location for a company would be set to DEFAULT.