Oracle® Retail Warehouse Management System

Radio Frequency User Guide

Release 13.2.7

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Oracle Retail Warehouse Management System Radio Frequency User Guide, Release 13.2.7

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Preface

This user guide concentrates on how to use the components of the radio frequency (RF) hand-held device, the truck-mounted (TM) device, and the wrist-mounted (WR) device with Oracle Retail Warehouse Management System. It provides you with:

- Overviews of each functional area of the application.
- Step-by-step procedures for completing specific tasks.

You are advised throughout the manual when a function is not available on the truck-mounted and wrist-mounted devices. All functions are available on the hand-held device.

Audience

This User Guide is for users and administrators of Oracle Retail Product. This includes merchandisers, buyers, business analysts, and administrative personnel.

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Related Documents

For more information, see the following documents in the Oracle Retail Warehouse Management System Release 13.2.7 documentation set:

- *Oracle Retail Warehouse Management System Installation Guide*
- *Oracle Retail Warehouse Management System Implementation Guide*
- *Oracle Retail Warehouse Management System Release Notes*

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When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

Review Patch Documentation

When you install the application for the first time, you install either a base release (for example, 13.2) or a later patch release (for example, 13.2.7). If you are installing the base release and additional patch releases, read the documentation for all releases that have occurred since the base release before you begin installation. Documentation for patch releases can contain critical information related to the base release, as well as information about code changes since the base release.

Improved Process for Oracle Retail Documentation Corrections

To more quickly address critical corrections to Oracle Retail documentation content, Oracle Retail documentation may be republished whenever a critical correction is needed. For critical corrections, the republication of an Oracle Retail document may at times not be attached to a numbered software release; instead, the Oracle Retail document will simply be replaced on the Oracle Technology Network Web site, or, in the case of Data Models, to the applicable My Oracle Support Documentation container where they reside.

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http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html

An updated version of the applicable Oracle Retail document is indicated by Oracle part number, as well as print date (month and year). An updated version uses the same part number, with a higher-numbered suffix. For example, part number E123456-02 is an updated version of a document with part number E123456-01.

If a more recent version of a document is available, that version supersedes all previous versions.

Oracle Retail Documentation on the Oracle Technology Network

Documentation is packaged with each Oracle Retail product release. Oracle Retail product documentation is also available on the following Web site:

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(Data Model documents are not available through Oracle Technology Network. These documents are packaged with released code, or you can obtain them through My Oracle Support.)

Documentation should be available on this Web site within a month after a product release.

Conventions

The following text conventions are used in this document:

Convention	Meaning
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
italic	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
`monospace`	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

1

Overview

Oracle Retail Warehouse Management System facilitates the coordinated movement of merchandise and information throughout the distribution process. Using sophisticated, yet flexible configuration and built-in best practices, it ensures the efficient utilization of resources-people, equipment, and space in your distribution process.

With Oracle Retail Warehouse Management System you can maximize your investment in distribution facilities and equipment, even extending execution capabilities beyond your four walls to increase visibility through trading partner collaboration.

RWMS manages merchandise in the distribution center via radio-frequency systems for general inventory functions, directed put-away, and movement of inventory, inventory adjustments, returns processing, and cycle counting.

Radio Frequency (RF) devices have the Equipment assignment functionality. These devices allows you to perform various activities which are listed in separate chapters.

This guide contains the following chapters:

2

Security and Access

This chapter describes the security and logon features of Oracle Retail Warehouse Management System (RWMS).

Security

RWMS features two security measures: passwords and privilege levels.

Passwords

A password is required to access RWMS.

> **Note:** When you login to the RWMS application for the first time, you will be asked to change your default password. Refer to Change a Password section for instructions.

Logon standards require that you change passwords after a predefined number of days have passed. The system administrator sets this parameter. Passwords must be:

- unique
- at least seven characters in length
- have a minimum of one alphabet and one numeric character
- different from the user name

Passwords are case-sensitive.

> **Note:** Due to RWMS 13.2.4 installation, the passwords are reset to the respective User IDs. Change this password to a password of your choice.

If an invalid password is used during login, the account gets locked after a few attempts. The number of attempts after which an account gets locked is set by the SCP max_invld_login_cnt. The account can be reset by the system administrator. If the account of the system administrator gets locked, it can be reset using a script rwms_reset_app_user_pwd.sh or using the User Interface. See *Oracle Retail Warehouse Management System UI User Guide* for more details.

After a predefined number of days, you are prompted to change your password. This parameter is also set by the system administrator. You must change your password

sometime between the date of the first prompt and the password expiration date or you can no longer access RWMS.

Change a Password

1. In the Enter New Password field, enter a new password.
2. In the Confirm New Password field, enter the new password again.
3. Select the Change Password option in order to save the new password.

Privilege Levels

Each user is assigned a privilege level by the system administrator. Not all menu options and screens in RWMS are accessible to users with lower privilege levels. RWMS recognizes each user's privilege level and allows menu or screen entry accordingly.

RF Function Key Usage

Because the RF devices now access the application through a remote session, it is necessary to use a different keystroke combination to issue function key commands. Instead of pressing the function command button on the RF, and then the desired number key (as done in previous versions), you should now press the Control (Ctrl) key and then the desired number key.

These keystrokes are still referred to as "function keys" (e.g. "F3=Exit", etc.) in this documentation to match how they are illustrated on the included screen shots. The F3 function key is used to return to the Main menu from all the sub-menus.

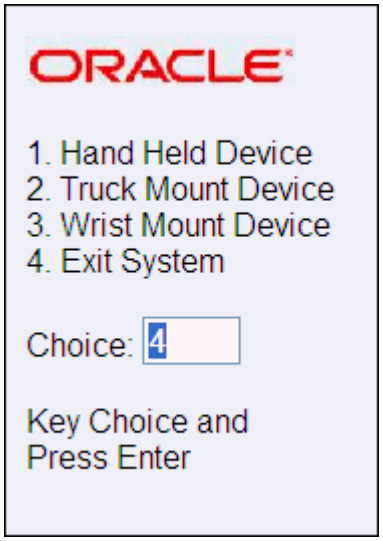
Log On to and Exit RWMS

Follow the procedures given below to log on or exit the application.

Start RWMS

On starting the application, the initial Start Up screen opens.

Figure 2–1 StartUp Screen



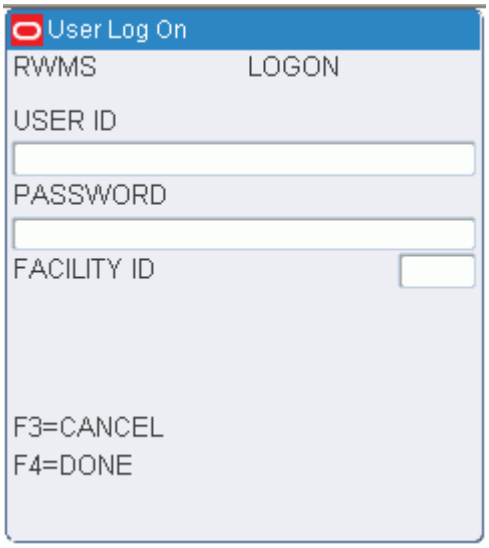
1. Select the device by entering the appropriate number in the **Choice** field, and press the Enter key. The logon procedure is the same for hand-held, truck-mounted, and wrist-mounted devices.

   The behavior for each choice is as follows:

   - 1 - The system configures the screen display to match the regular hand held RF devices and takes you to the main RWMS menu.
   - 2 - The system configures the screen to fit truck mount displays and takes you to the main RWMS menu.
   - 3 - The system configures the screen to fit wrist mount displays and takes you to the main RWMS menu.
   - 4 - The terminal server session is closed and the application is shut down.

   Note: The default entry is "4". Pressing Enter will cause you to exit the application.

Figure 2–2 RWMS Log On Screen

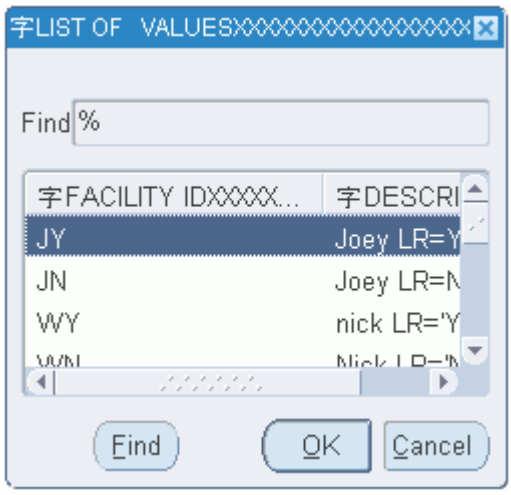


2. In the User Logon Screen, enter the user ID in the **USER ID** field.
3. Enter the password in the **PASSWORD** field. If you enter a wrong ID or password, you get the following screen:

Figure 2–3 Error Message

4. After entering the user id and password, go to the **FACILITY ID** field. The F5 option appears. To get a list of values for the **FACILITY ID** field, press F5. The Facilities screen appears.

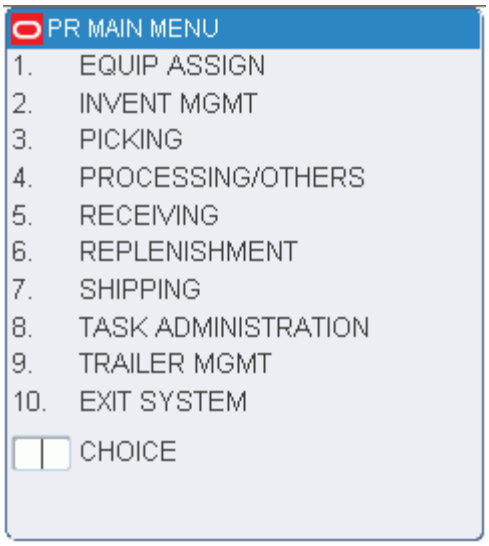
Figure 2–4 Facilities



Select the facility ID or enter % to get a list of values. After selecting a facility ID, click OK.

5. Press F4 (Done) key. The Main Menu RF screen opens.

Figure 2–5 Main Menu



To go to the module you require, specify your selection in the CHOICE field and press Enter.

Exit System

To exit from the application, enter 10 in the **CHIOICE** field. The Message Alert screen opens.

Figure 2–6 Exit System RF screen

When prompted to confirm the request to exit, enter **Yes** and press the Enter key.

The Start Up screen appears.The default value is 4. Press Enter to exit from the application. To re-enter the application enter your choice.

Application Notes

When using the application, please take note of the following features:

- Use the F3 function key to return to the Main menu from all the submenus.
  - In the Inventory Menu, More Options, the user will return to the Inventory Menu screen.
  - In the Picking Menu, PTS Picking Options, the user will return to the Picking Menu screen.
- You can exit the application only from the main menu.
- A new HTML file now displays menu options for exiting users from the terminal server as well as choices for the hand held, truck mount, and wrist mount devices.

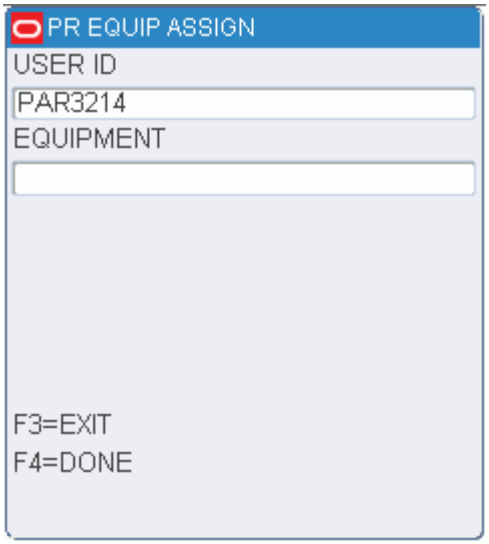
3

Equipment Assignment

Equipment assignment functionality is used for assigning an equipment class or piece of equipment to a user ID. The assignment stays valid throughout the RF session. Equipment must be assigned to a user if XYZ functionality is used in the DC.

From the main menu, select Equip Assign. The Equip Assign screen opens. The user ID is automatically filled in.

Figure 3–1 Equip Assign screen



1. On the Equip Assign screen, enter the ID of a piece of equipment or the name of an equipment class in the Equipment field.
2. Press the F4 (Done) key to accept the assignment.

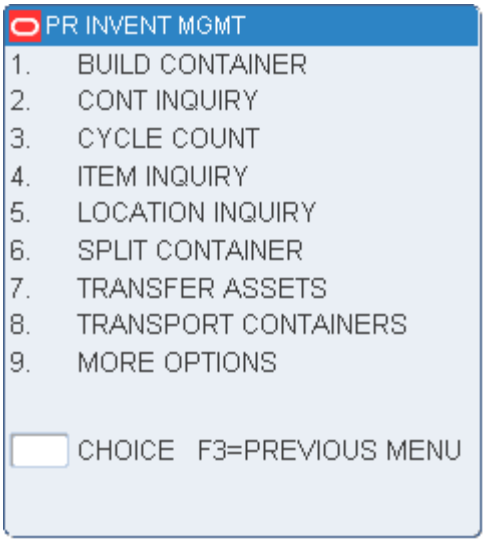
4

Inventory Management

The RF Inventory Management module allows you to perform processes outside the normal picking and shipping processes. This includes activities such as: build containers (pallets), check the contents of a container or pallet, perform cycle counts, mark locations for cycle counts, move containers from receiving to shipping or internal picking locations, put away container/pallets to storage, confirm returns shipment, return containers to stock, store reassignment of outbound containers, and manage forward pick locations, and so forth.

From the Main Menu select Invent Mgmt. The Invent Mgmt main menu opens.

Figure 4–1 Inventory Management Main Menu



Build Containers

The Build Container (pallet) function allows you to build pallets of containers with same item and destination. You can exit the Build Container process at any time by pressing the F3 (Exit) key and return later to add more valid containers to the existing pallet.

The build container function also allows the contents of one pallet to be combined with the contents of another pallet for the purpose of consolidating pallets in the shipping area.

The following constraints apply to this functionality:

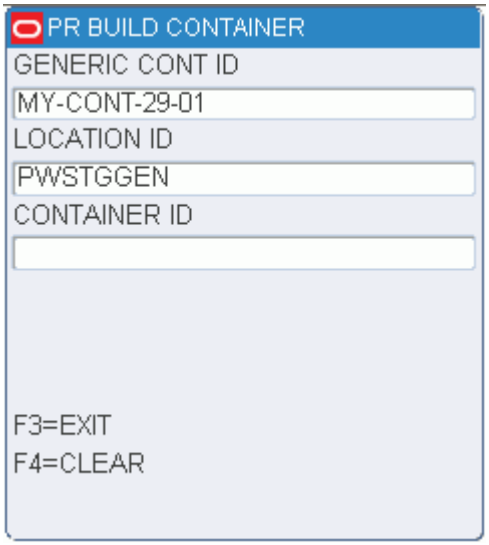
- Both pallets must either be bulk or have no child labels; or both pallets must have cartons with child labels. It is not possible to mix a pallet with child labels with another pallet that has no child labels.
- Both pallets must be distributed (this functionality applies only to outbound merchandise).
- If the same item exists on both pallets, it must be the same case pack size. In addition, perishable items must have the same best before dates.
- Both pallet must be destined for the same destination (for example, same store or same distribution center) and be routed on the same carrier/service/route.
- All restrictions for Building Containers in receiving also apply to Building Containers in shipping.

Build a Generic Container

Note: Once containers are added to a generic container ID (pallet), any movement through the system of that container will move all associated child containers.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Build Container. The Build Container screen opens.

Figure 4–2 Add To Container RF screen



1. In the Generic Cont ID field, scan or enter the ID of the generic container.

Note: If you scan any children from an existing pallet, the ID of the master pallet is displayed.

2. In the Location ID field, scan or enter your current location.

Note: The location is displayed automatically if the container already exists.

3. In the Container ID field, scan or enter the container ID being added to the generic container. This container must be valid on the system. An Information screen pops up, verifying the successful operation.

   To continue adding containers to this pallet, repeat this step.

4. Press the F4 (Clear) key to clear the screen.

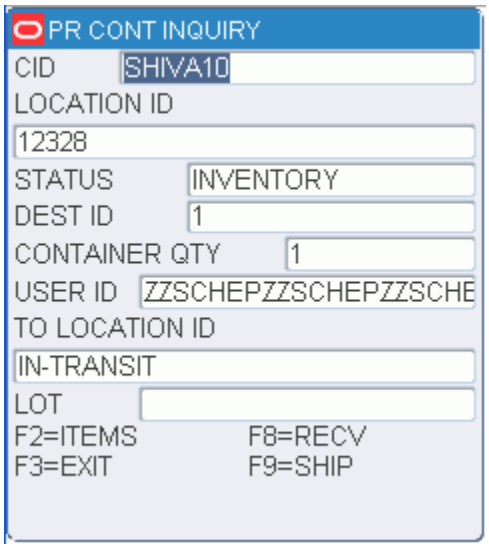
5. Press the F3 (Exit) key, when finished, to return to the Inventory Management Menu.

Container Inquiry

The Container Inquiry screen allows you to scan containers throughout the DC to view container details such as current location, current inventory status, final destination, container quantity, and user who created the container. The Items function key shows you the item ID, inner pack and casepack of the container. The Ship and Recv function keys display shipping and receiving information for the queried container.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Cont Inquiry. The Cont Inquiry screen opens.

Figure 4–3 Container Inquiry screen

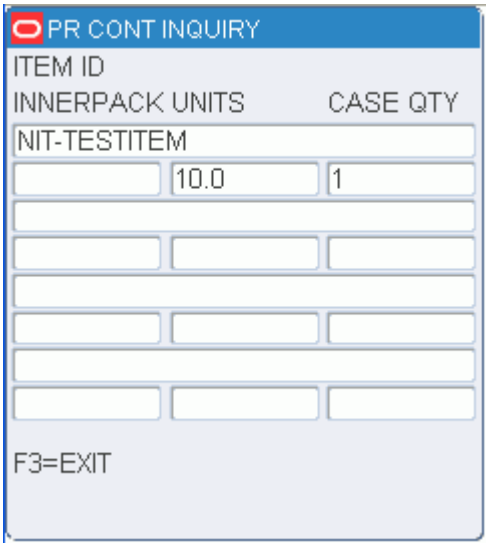


- On the Cont Inquiry screen, enter the ID of the container to be investigated in the Container ID field. Press the Enter key to display the details.

View the Contents of a Container

1. On the Cont Inquiry screen, press the F2 (Items) key. The Item ID screen displays the item ID, inner pack quantity, unit quantity, and unit of measure for each unique item in the container.

Figure 4–4 Item ID screen

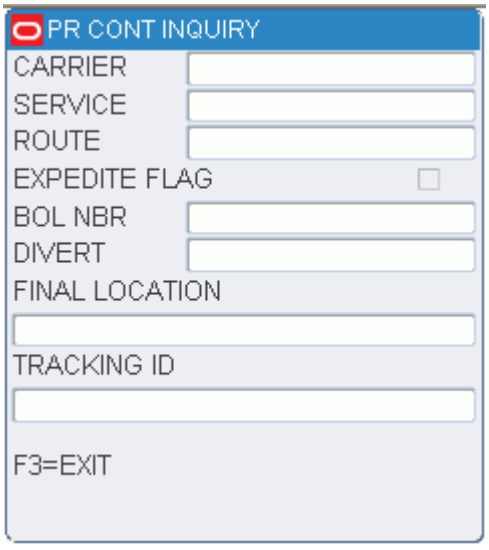


2. Press the F3 (Exit) key to return to the Cont Inquiry screen.

View Shipping Details

1. On the Cont Inquiry screen, press the F9 (Ship) key. The Cont Inquiry (Shipping) screen displays shipping information for the container.

Figure 4–5 Cont Inquiry (Shipping) RF screen

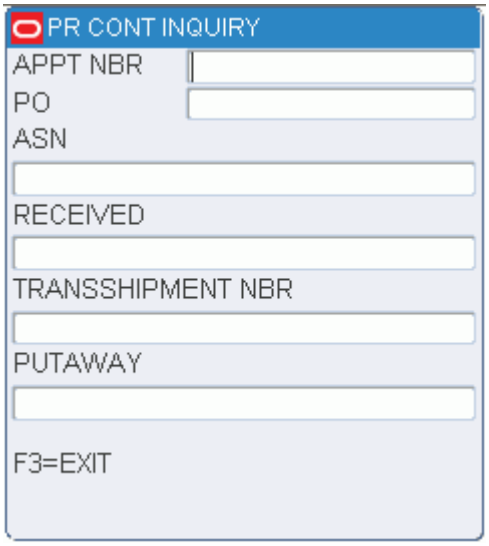


2. Press the F3 (Exit) key to return to the primary Cont Inquiry screen.

Viewing Receiving Details

1. On the Cont Inquiry screen, press the F8 (Recv) key. The Cont Inquiry (Receiving) screen displays receiving information for the container.

Figure 4–6 Cont Inquiry (Receiving) RF screen



2. Press the F3 (Exit) key to return to the primary Cont Inquiry screen.

Cycle Count

Cycle counting is the process of counting the physical inventory in reserve (storage), Forward Case Picking (FCP), or Less Than Case (LTC) locations and comparing it to the system count. The frequency for counting an item is determined by the cycle count plan defined in the item master or value set in the cycle_count_period SCP parameter is taken as default. RWMS randomly selects locations for counting daily based on the number of uncounted locations and the number of days remaining in the cycle count period. Normal operations at the distribution center are not affected by the system-selected, cycle counting process.

RWMS supports four types of cycle counts:

1. System Selected based on random selection algorithm.
2. System Selected based on user selection.
3. Manual Marked which is marked manually when there is an inventory problem.
4. Audit Count which is system generated when SS or MM count is outside the defined tolerance levels.

Cycle counting can be interleaved with the putaway functionality to optimize productivity.

While cycle counting a location that includes a container that has not been picked and the Pick Not After Date has passed, you may see a message in a pop-up screen that states "Cycle count to 0." This occurs when the status of the container is set to Expired (X).

Manual marking renders all items in the marked location as unavailable.

When you select cycle counting from the menu, the system first checks for the security level associated with you. If you have sufficient priveleges, RWMS allows you to perform the cycle count process.

Upon starting cycle counting you need to choose whether you want to Cycle Count by Priority or by Cycle Count (CC) sequence.

Cycle Counting by Priority means that the highest Priority locations are presented first for counting. Priority is determined by the Cycle Count Status and Audit Count Required indicators. The Cycle Count Status must be MM or SS and the Audit Count Required must be Yes (Y) or No (N) for a location to be included during a cycle count. The priorities are as follows:

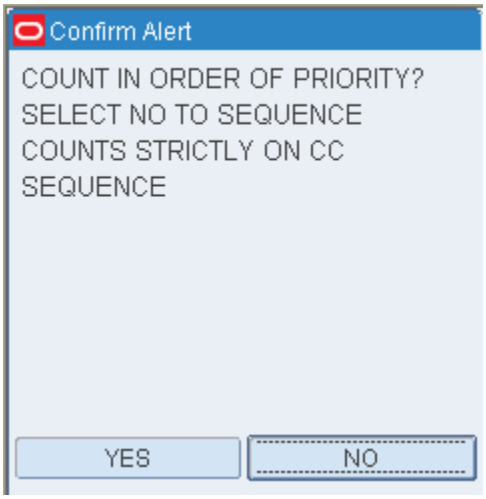
- Location with Cycle Count Status = MM and Audit Count Required = Y are given the highest priority. Hence locations with this combination are presented for counting first. You must count all locations with Cycle Count Status = MM and Audit Count Required = Y combination.
- Locations with Cycle Count Status = MM and Audit Count Required = N are the second or next priority. These locations are presented for counting after locations with Cycle Count Status = MM and Audit Count Required = Y are counted. You must count all locations with Cycle Count Status = MM and Audit Count Required = N combination.
- Locations with Cycle Count Status = SS are given the third or last priority. These locations are presented after locations with Cycle Count Status = MM and Audit Count Required = N are counted. You may skip a location or locations to count wherein you are taken back to the beginning of the Cycle Count Status = Y locations.

Cycle Counting by Cycle Count (CC) sequence means that locations with the lowest Location Cycle Count sequence number are presented for counting in sequence order. The locations are presented in Location Cycle Count sequence regardless of the Cycle Count Status.

Note: The locations presented for cycle counting depend on the privileges assigned to you. You may not have privileges to count any/all of the location Cycle Count Status combinations above.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Cycle Count. The Confirm Alert screen is displayed depending on the user priveleges associated.

Figure 4–7 Confirm Alert Screen

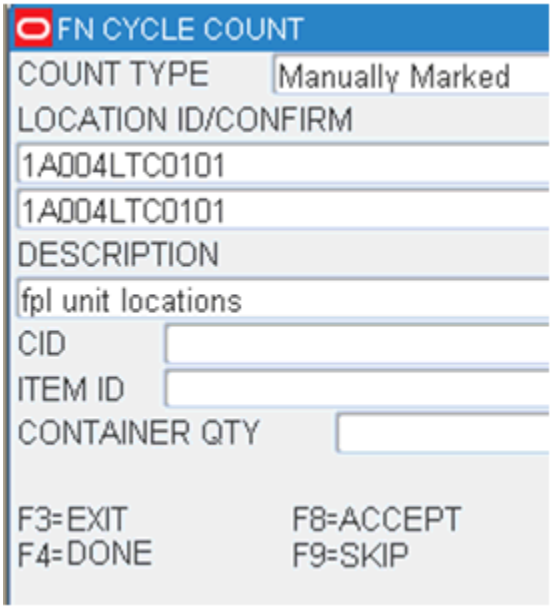


Unit Pick Locations

The Cycle Count screen displays the first location that is marked for cycle count. If the DISP_CC_TYPE attribute is applied to your user ID, the system displays the type of cycle count you are processing at the top of the screen. If this attribute is not applied, the cycle count type is not seen.

1. On the Cycle Count screen, enter the ID of the suggested or alternative unit pick location to be cycle counted in the Confirm field.

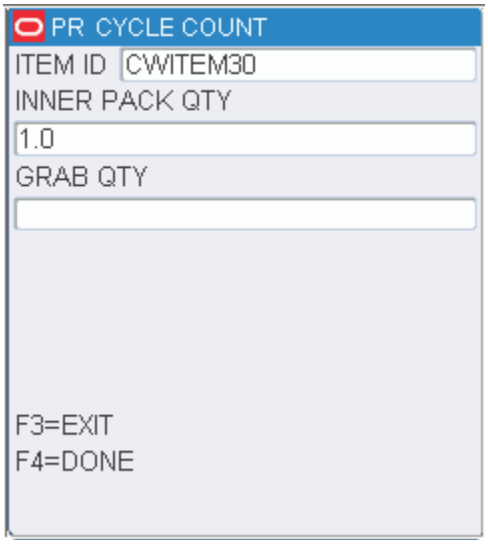
Figure 4–8 Cycle Count



Note: You can press the F9 (Skip) key in order to proceed to the next suggested location without processing the current location. The skipped location remains marked for cycle count.

2. Press the Enter key to confirm the location and the Cycle Count (Detail) screen is displayed.

Figure 4–9 Cycle Count (Detail) screen



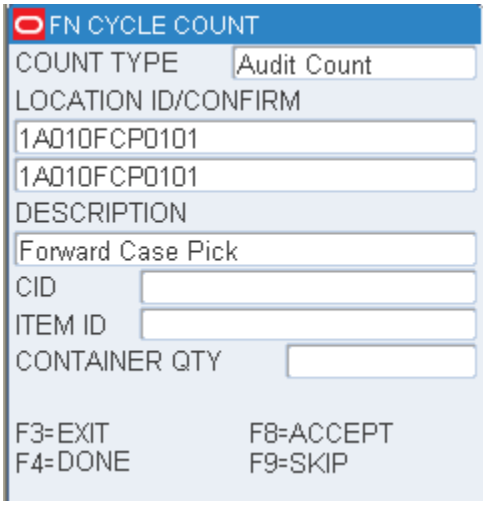
3. In the Item field, enter the ID of the first unique container. The number of units in an inner pack is displayed.
4. In the Grab Qty field, enter the number of grabs available. If the system displays a quantity mismatch error, count the number of grabs again and enter the quantity. The system requires two entries of the same quantity to successfully process the cycle count.
5. To accept an updated record:
   - Press the Enter key to save the item count. Enter the next item ID for the same location.
   - Press the F4 (Done) key to save the location count. The next location marked for cycle count opens.

Reserve Locations

The Cycle Count screen displays the first location that is marked for cycle count. If the DISP_CC_TYPE attribute is applied to your user id then the system will display the type of cycle count you are processing at the top of the screen. If this attribute is not applied you will not see the cycle count type.

1. On the Cycle Count screen, enter the ID of the suggested or alternative reserve location to be cycle counted in the Confirm field.

Figure 4–10 Cycle Count Screen



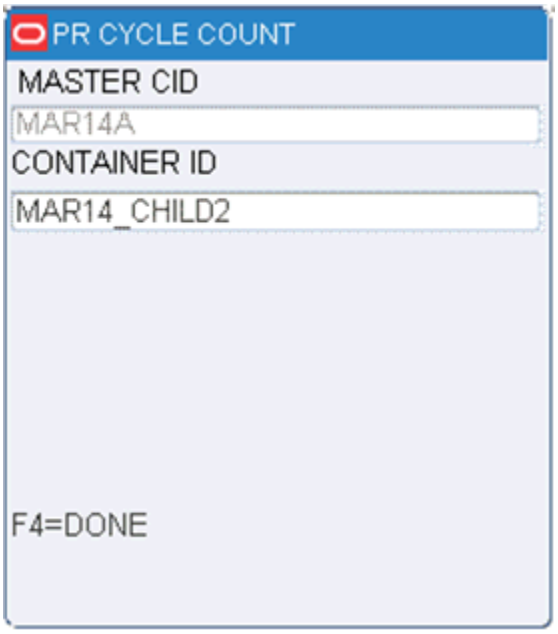
Note: You can press the F9 (Skip) key in order to proceed to the next suggested location without processing the current location. The skipped location remains marked for cycle count.

2. Press the Enter key to confirm the location.
3. In the CID field, enter the ID of the first container.
4. In the Item field, enter the ID of the first unique item in the container.
5. In the Container Qty field, enter the number of containers on that pallet.

Note:

- If the system displays a quantity mismatch error, count the number of containers again and enter the quantity. The system requires two entries of the same quantity to successfully process the cycle count.
- If the Labeled_Reserve system parameter is set to N (No), it means no child IDs are attached to the pallet. Thus the system makes an immediate inventory adjustment if the value is within the defined cycle count tolerance.
- If the Labeled_Reserve system parameter is set to Y (Yes), this means child IDs are attached to the pallet. Hence the system requests you to scan all children on the pallet. The system determines the missing child IDs and places them in the Unlocated Location. It does not create an inventory adjustment.
- When Labeled_Reserve is set to Y the Scan Child Container screen is displayed (shown below). Scan all the child containers found on the pallet and then press F4 (Done) key to complete the process.

Figure 4–11 Reserve Location Cycle Count screen



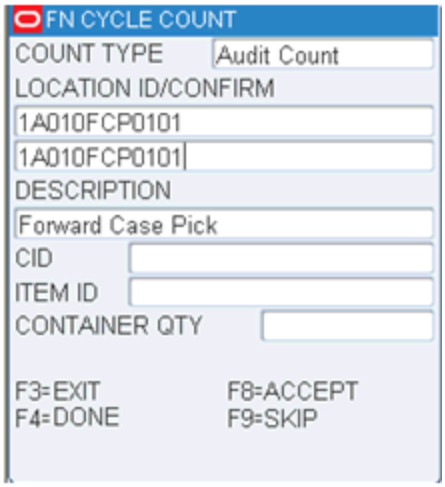
6. To accept an updated record:
   - Press the Enter key to save the item count. Enter the next item ID for the same container and location.
   - Press the F8 (Accept) key to save the container count. Enter the next container ID for the same location.
   - Press the F4 (Done) key to save the location count. The next location marked for cycle count opens.

Case Pick Locations

The Cycle Count screen displays the first location that is marked for cycle count. If the DISP CC TYPE attribute is applied to your user ID then the system displays the type of cycle count you are processing at the top of the screen. If this attribute is not applied, the cycle count type is not seen.

1. On the Cycle Count screen, enter the ID of the suggested or alternative case pick location to be cycle counted in the Confirm field.

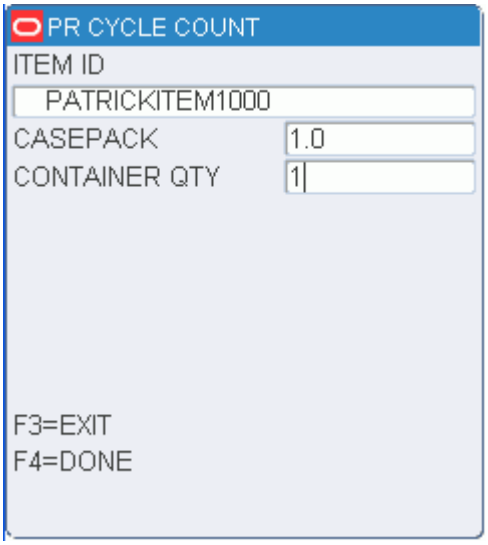
Figure 4–12 Cycle Count Screen



Note: You can press the F9 (Skip) key in order to proceed to the next suggested location without processing the current location. The skipped location remains marked for cycle count.

2. Press the Enter key to confirm the location and the Cycle Count (Detail) screen is displayed.

Figure 4–13 Case Pick Location Cycle Count Screen



3. In the Item field, enter the ID of the first unique item. The number of units in a case pack opens.
4. In the Container Qty field, enter the number of containers available. If a warning opens regarding the quantity that you enter, enter the same quantity a second time. The system accepts the new quantity after the second entry.
5. To accept an updated record:

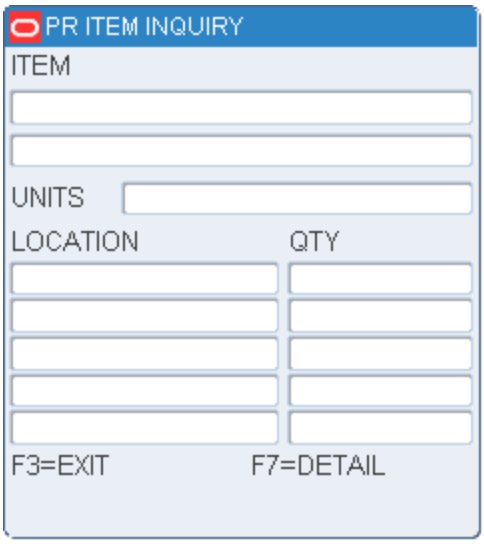
- Press the Enter key to save the item count. Enter the next item ID for the same location.
- Press the F4 (Done) key to save the location count. The next location marked for cycle count opens.

Item Inquiry

The Item Inquiry screen allows you to view the details of an item to provide better visibility of the inventory in the warehouse.

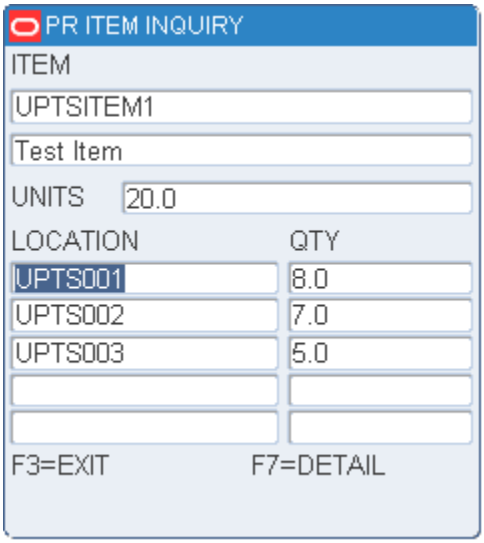
On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Item Inquiry. The Item Inquiry screen opens.

Figure 4–14 Item Inquiry screen



1. On the Item Inquiry screen, enter or scan the Item ID in the Item field to display the item details on the screen.

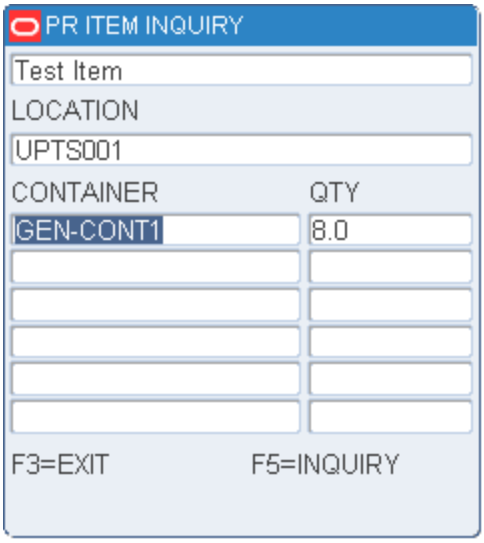
Figure 4–15 Item Inquiry screen (basic information)



2. To view additional information for the item in a particular location:

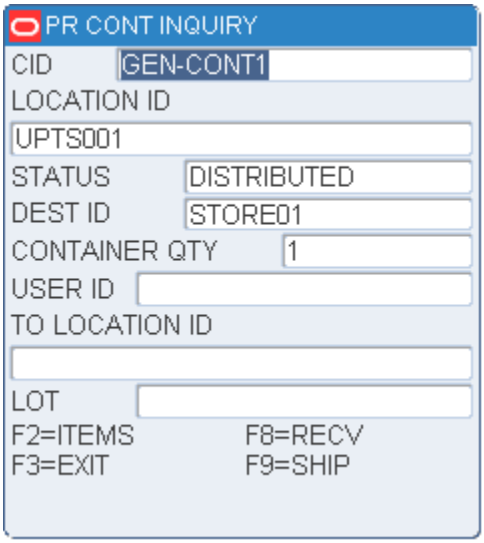
   a. Select a location from the list and press F7 (Detail) key. The Item Inquiry screen is displayed with additional details.

Figure 4–16 Item Inquiry screen (additional information)



   b. Select a container from the list and press F5 (Inquiry) to view the details of the container. The Cont Inquiry screen opens.

Figure 4–17 Cont Inquiry screen



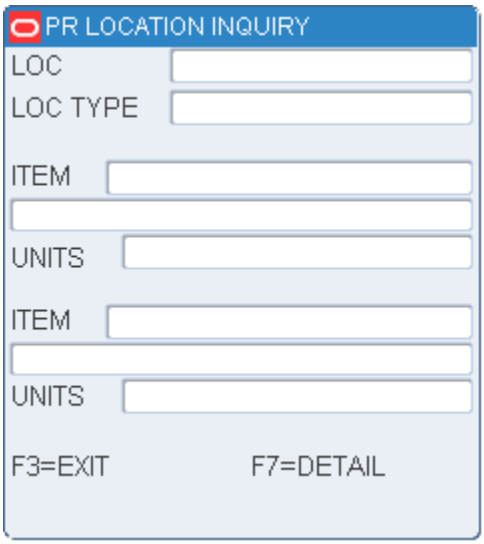
3. Press F3 (Exit) key to return to the Invent Mgmt screen.

Location Inquiry

The Location Inquiry screen allows you to view the details of a location to provide better visibility of the inventory in the warehouse.

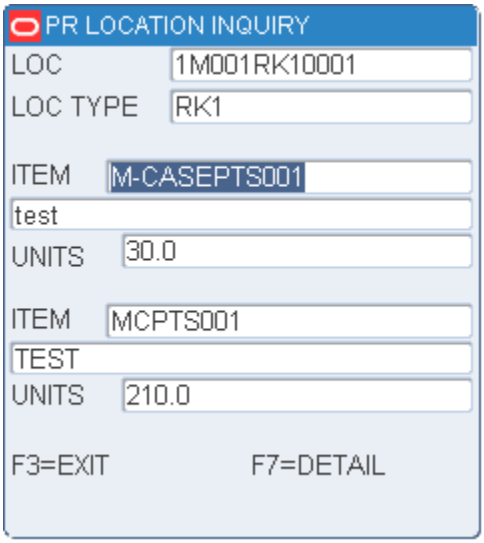
On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Location Inquiry. The Location Inquiry screen opens.

Figure 4–18 Location Inquiry screen



1. On the Location Inquiry screen, enter or scan the Location ID in the Loc field to display the location details on the screen.

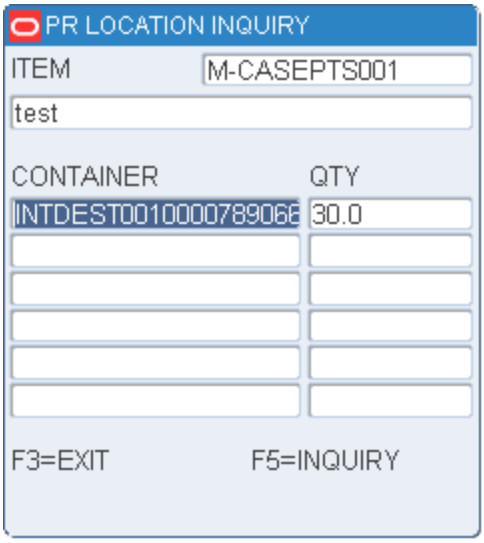
Figure 4–19 Location Inquiry screen (basic information)



2. To view additional information for a particular item in the location:

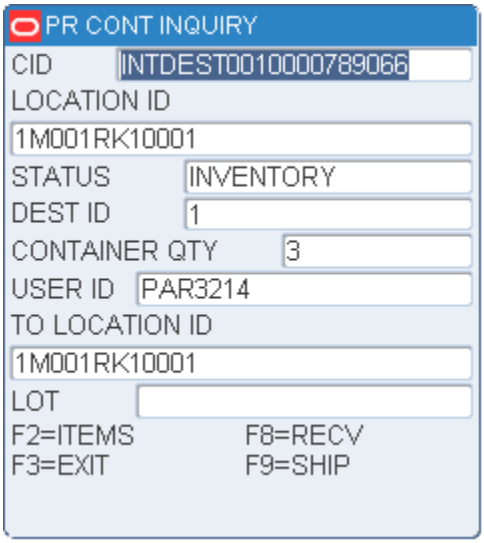
   a. Select an item from the list and press F7 (Detail) key. The Location Inquiry screen is displayed with additional details.

Figure 4–20 Location Inquiry screen (additional information)



   b. Select a container from the list and press F5 (Inquiry) to view the details of the container. The Cont Inquiry screen opens.

Figure 4–21 Cont Inquiry screen



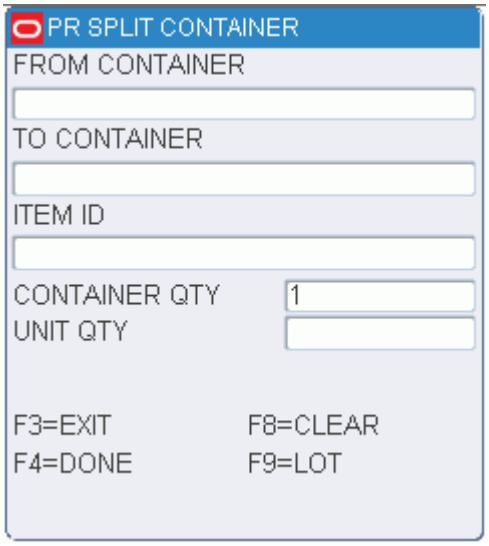
3. Press F3 (Exit) key to return to the Invent Mgmt screen.

Split Containers

The Split Container screen allows you to split a container with more than one item ID into a new separate container. RWMS allows the user to split outbound containers, with the same destination ID, as well as received containers with undetected dye lot differences.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Split Container. The Split Container screen opens.

Figure 4–22 Split Container screen



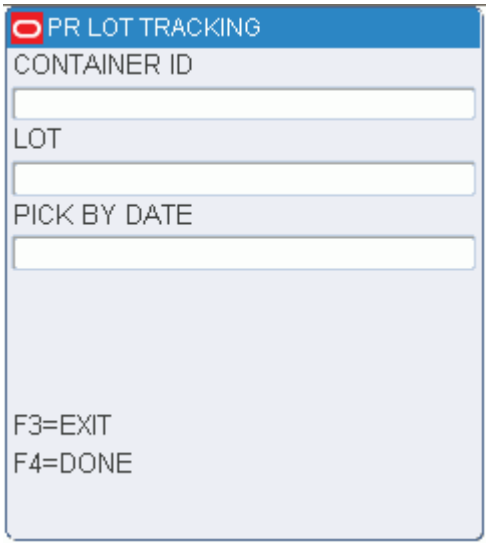
1. On the Split Container screen, enter the ID of the source container in the From Container field.
2. In the To Container field, enter the new container ID for the item.

3. In the Item field, enter the item ID that is to be moved to the new container.
4. In the Cont Qty field, enter the number of cases to be moved to the new container.
5. In the Unit Qty field, enter the number of units to be moved into the new container.

> **Note:** The number of units must divide evenly into the container quantity.

6. To associate the container with a dye lot:
   a. Press the F9 (Lot) key. The ID of the new container is automatically filled in.

Figure 4–23 Lot Tracking RF screen



   b. In the Lot field, enter the lot number provided by the manufacturer.
   c. [Optional] In the Pick By Date field, enter the date that the item needs to be picked by.
   d. Press the F4 (Done) key.
   e. When prompted to acknowledge the action, press the Enter key.
7. Press the F4 (Done) key to save the new container. Enter the next container that you want to move an item into.
8. When done splitting the current container, press F8 (Clear) to clear all the fields or F3 (Exit) to exit the Split Container screen.

Transfer Assets

The RF Transfer Asset screen is used to send transport assets back to a vendor. When these assets are confirmed the system immediately reduces inventory in the distribution center and creates an inventory adjustment to upload record to the host.

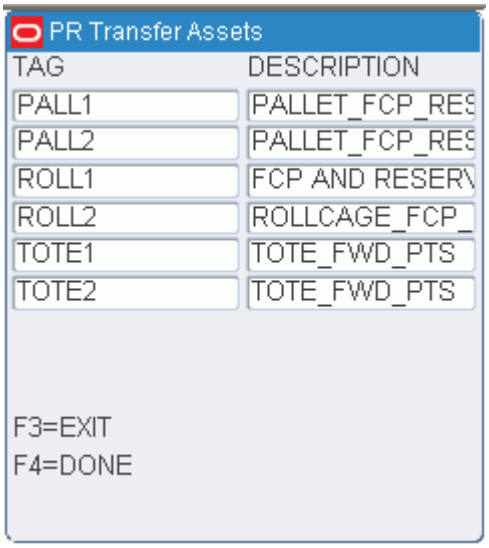
On the Main Menu screen, select Invent Mgmt and then Transfer Assets. The Transfer Assets screen opens.

Figure 4–24 Transfer Assets screen

1. In the Transport Tag Filed, enter the transport item.

Note: Press the F9 (View) key to view a list of transport assets.

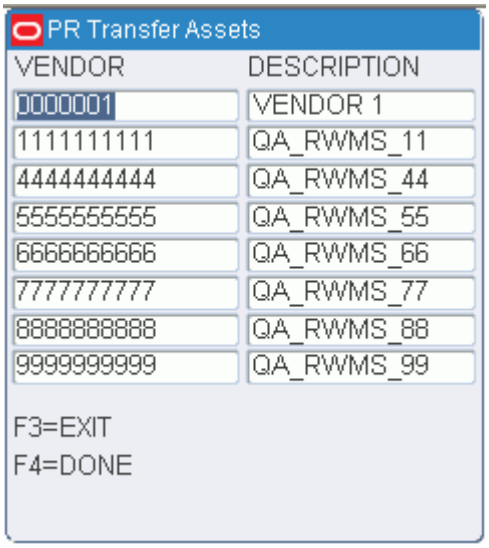
Figure 4–25 Transfer Assets View screen



2. In the Qty field, enter the quantity.
3. In the Vendor field, enter the vendor number.

Note: Press the F9 (View) key to view a list of vendors.

Figure 4–26 Transfer Assets Vendor view screen



4. Press the F4 (Done) key. The screen is cleared.

Transport Containers

The Transport Containers screen move containers to their next destination as defined by the system. When a container/pallet is scanned the system determines if the container is supposed to be moved to shipping (crossdock), internal destinations (flowthrough), WIP processing, or reserve storage and directs you to the correct location. When using the transport screen you must consider the following system parameters, attributes, and conditions for clarity in your operation:

1. Override (System Control Parameter) and Override (User Attribute)

   a. When the SCP Override is set to N and/or the user attribute Override is not applied, the Transport screen directs you to a specific storage location or hot replenishment location. It allows you to drop the pallet at a staging location but prevents the scanning of another storage location. When the pallet is scanned again in staging, the transport screen directs you to a specific location but not allow a different storage location to be selected.

   b. When the SCP Override is set to Y and/or the user attribute Override is applied the Transport screen direct you to a specific storage location or hot replenishment location. It allows you to the pallet at a staging location or a different storage location. When the pallet is scanned again in staging, the transport screen directs them to a specific location but allow a different storage location to be selected if desired.

2. WIP Code

   When you scan a container with only a WIP code, the transport screen displays the following message: CID has WIP, do you want to move to process area? Y or N.

   a. If you select Y, the system displays the move screen and provide the location for WIP processing. If you override the location with a reserve location or staging location, then you must use WIP picking to get the container to the WIP processing area.

b. If you select N, the system directs you to a storage location or allow confirmation of a staging location. WIP picking must then be used to get the container to the WIP processing area.

3. Trouble Code

   The transport screen first checks if the SCP parameter allow_trouble_putaway is set to Y or N. If it is set to Y then the transport screen displays the following message: CID has trouble. Do you want to Putaway? Y or N.

   a. If you select Y, the system directs you to a valid storage location or allow drop-off at a valid staging location. You must also consider the Override SCP parameter and attribute to determine if you can override the suggested storage location.

   b. If you select N, the transport screen displays the move screen and only allow valid staging locations to be scanned.

4. WIP and Trouble Codes

   When you scan a container with a WIP Code and Trouble Code, the transport screen displays the following message: CID has WIP. Do you want to move to process area? Y or N.

   a. If you select Y, the system displays the move screen and provide the location for WIP processing. You must confirm the processing location or a staging location but you are not allowed to confirm a storage location when Trouble Putaway parameter is set to N. If Trouble Putaway parameter is set to Y then you can confirm a storage location.

   b. If you select N, the system displays the move screen and only allow a staging location to be scanned.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select Transport Containers. The Transport Containers screen opens.

Figure 4–27 Transport Containers screen

1. Scan the container ID in the Container ID field.

   If the scanned ID is a grandfather pallet ID and the receipt confirmation is already done, the system asks if you want to breakdown the pallets. If you select Yes, the

FPR Pallet Breakdown screen opens. Refer to the Pallet Breakdown (Generic) section for more information.

2. If you select No, the system asks if you want to move the pallet. If Yes, depending on the final location of the container the Move screen or the Putaway screen opens.

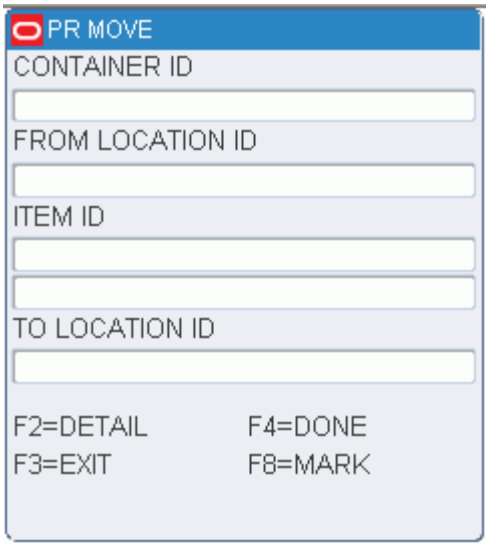
   Refer to the Move and Putaway sections for more information.

Move

The Move function allows you to move merchandise between locations, view the contents of a container, and mark a location for cycle counts.

If you move a child container without moving the master/parent container, the child container is no longer associated with the master/parent container. The system updates the location and status of the child container when it is removed from the master/parent container. A labeled child container cannot be removed from a master container if, as a result of such an action, the unit quantity would be less than the distributed quantity.

Figure 4–28 Move screen



1. On the Move screen, enter the ID of the container to be moved in the Container ID field. The first item ID and a suggested to-location are displayed.
2. In the To Location field, edit the suggested to-location as necessary.
   - If the scanned container ID is a master with sub-pallets the system informs you that sub-pallets exist and ask if you wish to continue. If you select Yes, the system only allows entry of a staging location since the sub-pallets still exist.
   - If you select No, the system takes you back to the Transport Container screen to scan a sub-pallet. The system alerts you that this is a child container and asks if you wish to continue. If you select Yes, the system directs you to the final destination of the container.

     The Move screen is called from the Transport screen when a scanned container has a final destination other than reserve storage. The move screen directs the containers to shipping or flowthrough locations when containers are allocated

upon receipt and also allows you to move merchandise from one storage location to another storage location.

If the container ID scanned is a master container with sub-pallets the system only allows you to move the master to a staging location. You must then scan each sub-pallet so the system can direct these container IDs to their final destination.

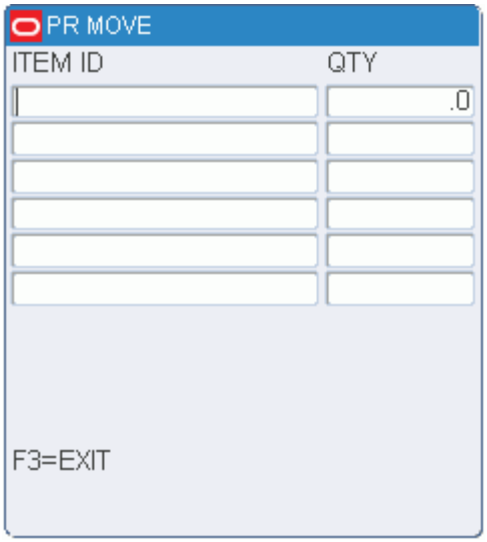
Figure 4–29 Move screen called from Transport screen

- In the To Location ID field, edit the suggested to-location as necessary.
- Press the F4 (Done) key.
- When prompted to acknowledge the action, press the Enter key.

Display the Contents of the Container

1. On the Move screen, press the F2 (Detail) key. The contents of the container are displayed on the Item ID screen.

Figure 4–30 Item ID RF screen

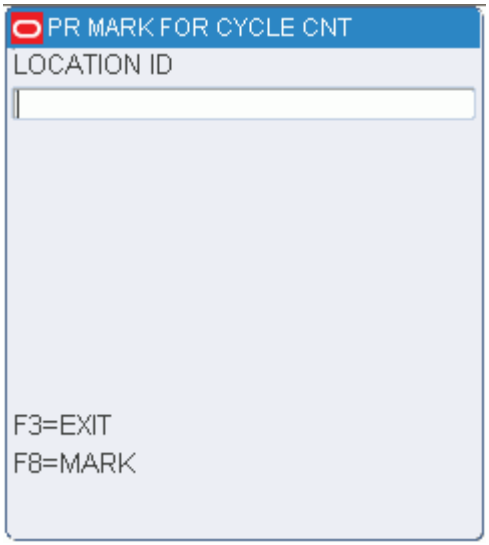


2. Press the F3 (Exit) key to return to the Move screen.

Mark a Location for Cycle Count

1. On the Move screen, press the F8 (Mark) key. The Mark for Cycle Cnt screen opens.

Figure 4–31 Mark/Cycle Count RF screen



2. In the Location ID field, enter the ID of the location to be marked for a cycle count.
3. Press the F8 (Mark) key.
4. When prompted to acknowledge the action, press the Enter key.

Putaway

Putaway screen is called from the Transport screen when a scanned container has a final destination of reserve storage. The Putaway function directs you to valid storage locations based on defined putaway plans. The following transport methods are available:

- Reserve putaway: Put away pallets or containers into storage locations
- Multi-SKU putaway: Break down a single container that has multiple SKUs into Less Than Case (LTC) locations.
- Active replenishment: Transport cases that have been picked for replenishment from a Forward Case Pick (FCP) location to a Less Than Case (LTC) location.
- Replenishment: Transport cases or pallets that have been marked for replenishment during distribution or hot replenishment.

Figure 4–32 Reserve Putaway screen called from the Transport screen

1. In the Confirm Location ID field, enter the ID of the location or enter an alternative putaway location. An alternate location may be entered if the system is set up to allow overrides. Valid alternate locations include all storage and staging locations.
2. Press the F4 (Done) key.
3. When prompted to acknowledge the action, press the Enter key.

Multi-SKU Putaway

1. If the container contains multiple SKUs, the Multi SKU Putaway screen opens.

Figure 4–33 Multi-SKU Putaway screen

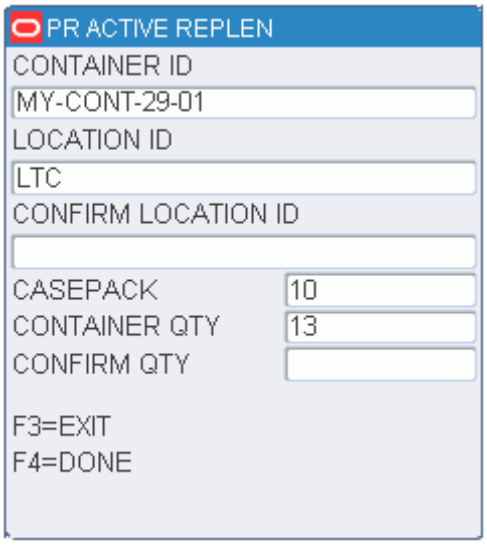
2. In the Confirm Location ID field, enter the ID of the location.
3. In the Confirm Qty field, enter the number of units to be put away at the designated location.

4. Press the F4 (Done) key. You are directed to the next location until no containers remain on the pallet or the remaining items are not associated with a forward case location.

Active Replenishment

1. If the container is designated for active replenishment. The Active Replen screen opens.

Figure 4–34 Active Replen RF screens

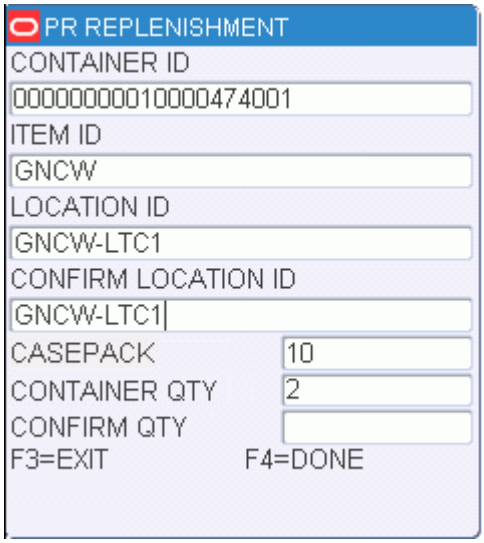


2. In the Confirm Location field, enter the ID of the suggested location.
3. In the Confirm Qty field, enter the number of cases to be put away at the designated location.
4. Press the F4 (Done) key. You are directed to the next location until no containers remain on the pallet or the remaining items are not associated with a forward case location.

Replenishment

1. If the container has not previously been designated for replenishment, but the container is eligible for hot replenishment, you are prompted to create a hot replenishment. Enter **N** (No) if you want the system to suggest a storage location. Enter **Y** (Yes) if you want to continue with the hot replenishment. If you enter Y, the Replenishment screen opens.

Figure 4–35 Replenishment screen

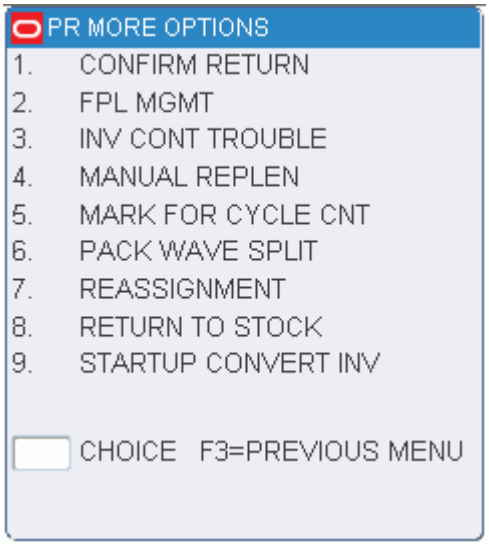


2. In the Confirm Location field, enter the ID of the suggested location.
3. In the Confirm Qty field, enter the number of cases to be put away at the designated location.
   - If the quantity entered differs from the expected quantity, you are prompted to reenter the quantity. If the quantity is greater than the expected quantity, an error message appears. If the quantity is less than expected quantity and the cases on the pallet are labeled, you are prompted to scan the label from each of the containers that you put away.
4. Press the F4 (Done) key. If the pallet is not empty, the Reserve Putaway screen opens. Locations are suggested for the remaining quantity.

More Options

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options. The Inventory More options screen opens.

Figure 4–36 Inventory Management More Options screen



Confirm Returns

The Confirm Return screen is used when the DC wants to confirm an outbound return shipment. The return can be used for various reasons (damaged, expired, wrong item, etc).

On the More Options screen select Confirm Return screen opens.

Figure 4–37 Confirm Return RF screen

1. On the Confirm Return screen, enter the container ID in the CID field and press the Enter key. If the container is past its pick date or marked for return or refusal, it is deleted from the system.
2. When prompted to acknowledge the action, press the Enter key.

Forward Pick Location Management

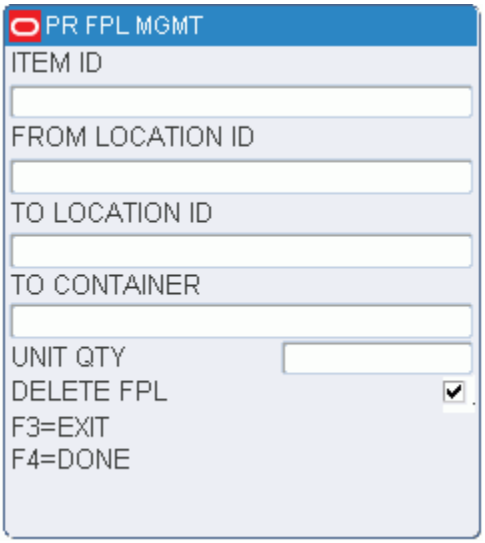
The Forward Pick Location Management option allows you to move inventory from one forward pick location to another or to a staging location without deactivating the forward pick location.

The following restrictions apply:

- The items in the From Forward Pick Location must match the items in the To FPL, or the To FPL must be empty.
- Inventory adjustments are sent to the host system.
- The From Loc must be a forward pick location and the To Location must be another forward pick location, a staging location, or a new forward pick location.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select FPL Mgmt. The FPL Mgmt screen opens.

Figure 4–38 FPL Mgmt RF screen



1. On the Move FPL Inv screen, enter the ID or UPC of the item to be moved in the Item field.
2. In the From Loc field, enter the ID of the item's current location.
3. In the To Location field, enter the ID of the item's new location. The new location must be a staging location, another FPL, or create a new FPL here.
4. If the new location is a staging location, enter the ID of the new container in the To Container field. The container is not needed for a bulk item.
5. In the Grab Qty field, enter the number of items to be moved.
6. In the Delete FPL field, enter **Y** (Yes) or **N** (No) to indicate whether the From Location should be deleted.

Note: The Delete FPL field indicates whether or not the forward pick location must be deleted after all of the items are removed from the location. If the Delete FPL option is set to Y, the FPL will be deleted. You may override the Y. However, if the Delete FPL option is set to N upon entering the screen, you cannot override the option.

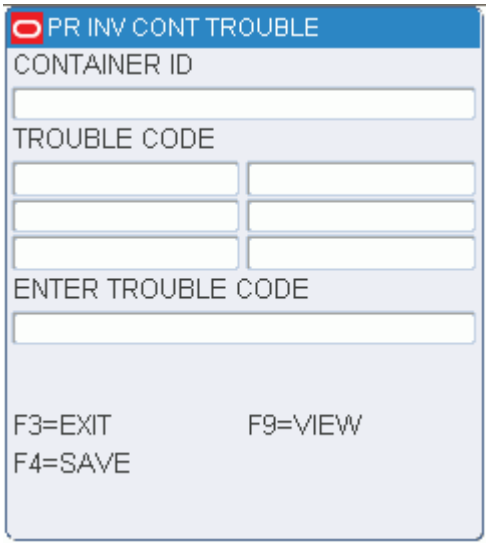
7. Press the F4 (Done) key.
8. Press the F3 (Exit) key to leave the Move FPL Inv screen.

Inventory Container Trouble

You can mark a container as troubled if merchandise is damaged or other trouble is discovered.

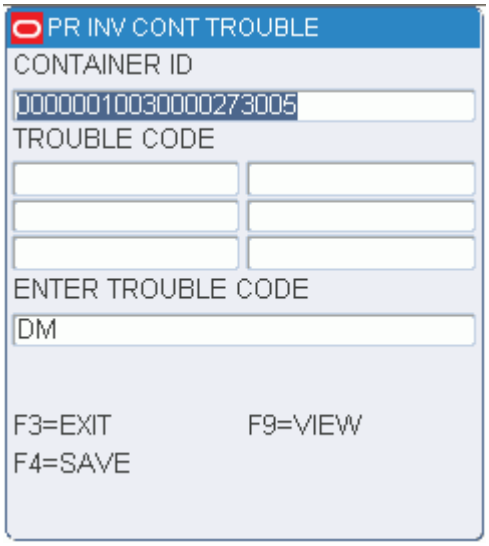
On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Inv Cont Trouble. The Inv Cont Trouble screen opens.

Figure 4–39 Inv Cont Trouble RF screen



1. On the Inv Cont Trouble screen, enter ID of a troubled container in the Container ID field.
2. In the Enter Trouble Code field, enter the trouble code that you want to apply to the container.
   - To view a list of trouble codes, press the F9 (View) key. Select a trouble code from the list and press the Enter key. The Enter Trouble Code field is automatically filled in.

Figure 4–40 Item Trouble Code RF screen



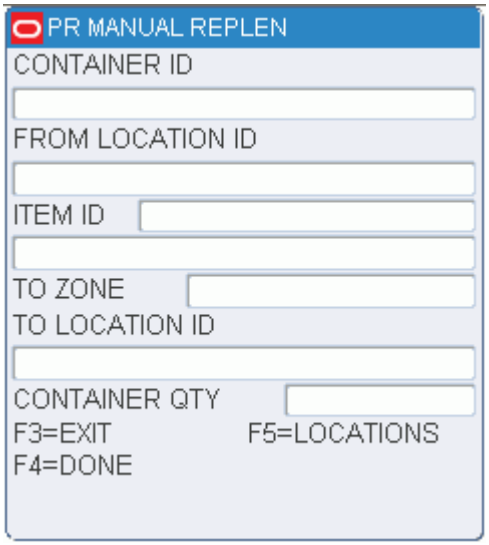
3. Press the F4 (Save) key.
4. When prompted to acknowledge the action, press the Enter key.

Manual Replenishment

The Manual Replenishment screen allows you to select items from a storage location for manual replenishment. An Inventory Inquiry by item must be done using the existing RWMS screens to determine if the inventory is eligible before the replenishment. The inventory in the reserve location must be available, not have a trouble code, and not have an unfinished WIP Code.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Manual Replen. The Manual Replen screen opens.

Figure 4–41 Manual Replen RF screen



1. On the Manual Replen screen, enter the container ID in the Container ID field. The From Location, Item, and Description fields are automatically filled in.

   Note: The Idem Id and Description will not be automatically filled if the container is a master container ID.

2. In the To Zone field, enter the ID of the zone to pick to. The To Location field is automatically filled in with the forward pick location in the specified zone for the current item ID.
3. In the Cont Qty field, enter the number of containers to be moved to the designated location.
4. Press the F4 (Done) key to complete the move.

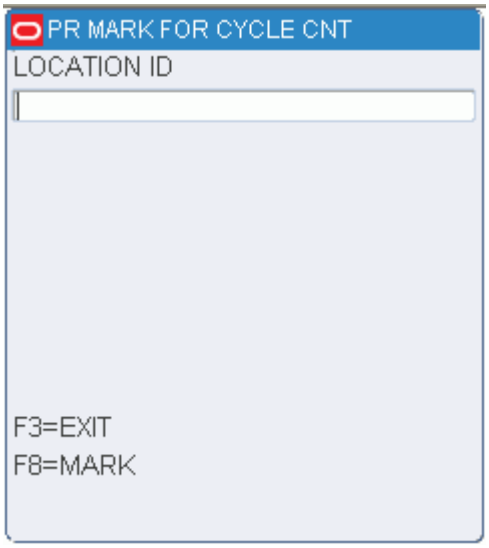
   Note: The number of units on hand in the destination unit pick bin is incremented when the transaction is complete. Neither the inbound nor the distributed quantities are affected.

Mark for Cycle Count

The Mark for Cycle Count screen permits you to manually mark locations for cycle counting.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Mark for Cycle Cnt. The Mark for Cycle Cnt screen opens.

Figure 4–42 Mark for Cycle Cnt RF screen



1. On the Mark for Cycle Cnt screen, enter the location ID in the Location ID field.
2. Press the F8 (Mark) key to manually mark the location for a cycle count.
3. When prompted to acknowledge the action, press the Enter key.

Pack Wave Split

A pack wave is defined as the number of groups that can be processed simultaneously across all chutes within a unit sorter. When all the chutes are filled to capacity and if no more orders of the appropriate type exist in a pick wave, RWMS moves on to the next sorter and begins to fill other chutes. This new sorter will be defined as a new pack wave. The distribution of the pack wave is referred to Pack Wave Split.

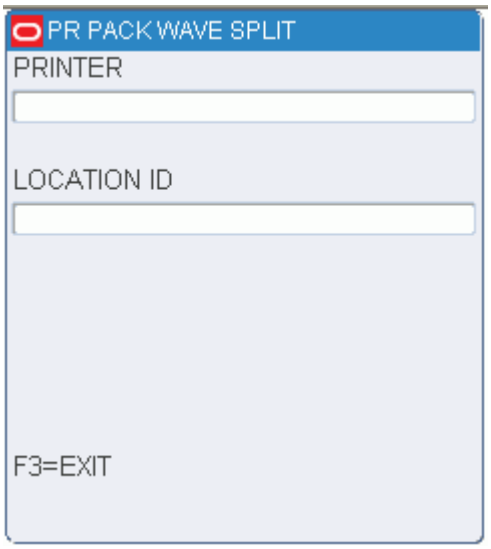
RWMS supports Put-To-Order slotting with respect to alternative Unit Pick System. If a wave has unit picks divided into groups and any picking which uses an alternative Unit Pick System is termed as Put-To-Order. If Put-To-Order is enabled, the system will activate only one pack wave at a time within the unit pick system.

RWMS while processing waves does the following:

- Determines the quantity of merchandise that fits into each chute of a unit sorter.
- Assigns units to the appropriate chute.
- Evenly distributes merchandise from a pick wave into multiple pack waves across multiple sorters in a sorter group

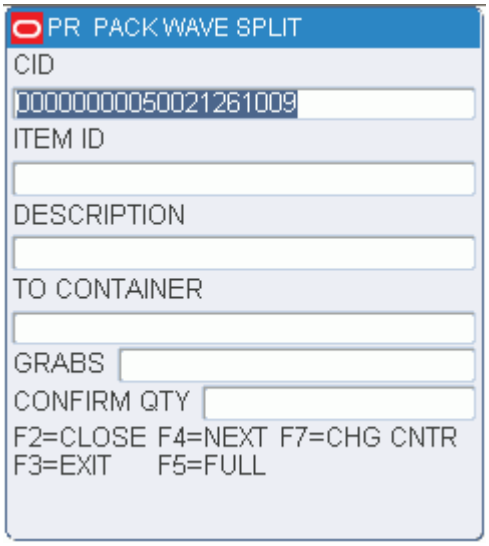
The Pack Wave Split screen directs you to the quantities that are to be inducted for a pack wave. On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Pack Wave Split. The Pack Wave Split screen opens.

Figure 4–43 Pack Wave Split screen



1. On the Pack Wave Split screen enter the name of the printer in the Printer field.
2. In the Location ID field, enter the location ID for induction and press enter, the following screen opens.

Figure 4–44 Pack wave Split details screen



3. In the CID field, enter the container ID to be split. The Item ID and the Description is displayed.
4. In the To Container field, the container ID of the pack wave-specific tote for the items in the replenishment container to be split will be displayed.
5. In the Grabs field, the number of units from the replenishment carton that should be placed in the tote is displayed.
6. In the Confirm Qty field, enter the number of units you are placing in the tote.

> **Note:** You may update the grab quantity if necessary. If the quantity requested is less than the total quantity of the pick from container, you will need to split the item into another container.

7. Press F5 (Full) key if the tote is not able to hold the entire quantity of items specified. You are prompted to specify the number of items that have been placed in the tote. A Singles order may not be split across multiple totes.

> **Note:** After processing the split quantity, you are prompted for a new container ID, print a label, and display the remaining number of items to be placed in the new container.

8. Press F2 (Close) key to close the To Container. Confirm the container and press F4 (Done) you will return to the Pack Wave Split screen.

Figure 4–45 Pack Wave Split Close Container screen

9. Press F7 (Chg Cntr) key to enter a new To Container. The field is cleared.
10. Press F4 NEXT to enter a new replenishment container. The CID field is cleared.
11. Press F3 EXIT to return to the Inventory More Options screen after you have finished the Pack Wave Split process.

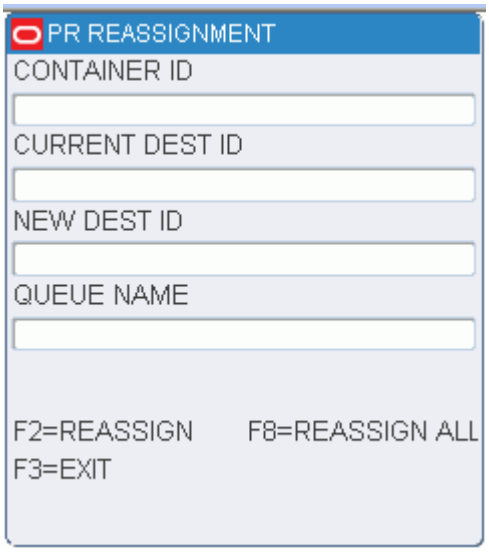
Reassignment

The Reassignment screen allows you to reassign containers placed in a Pack and Hold area to different outbound destinations. You may reassign a single container or all containers destined for a specific destination.

Single Container

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Reassignment. The Reassignment screen opens.

Figure 4–46 Reassignment RF screen



1. On the Reassignment screen, enter the ID of the container to be reassigned in the Container ID field. The current destination opens.
2. In the New Dest ID field, enter the ID of the container's new destination.
3. Press the F2 (Reassign) key. The reassignment is saved and you can reassign another container.
4. Press the F3 (Exit) key to exit the Reassignment screen.

Multiple Containers

The Reassignment WIP code must first be applied to all the containers that are to be reassigned to a new destination. The containers must all be traveling to the same outbound destination.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Reassignment. The Reassignment screen opens.

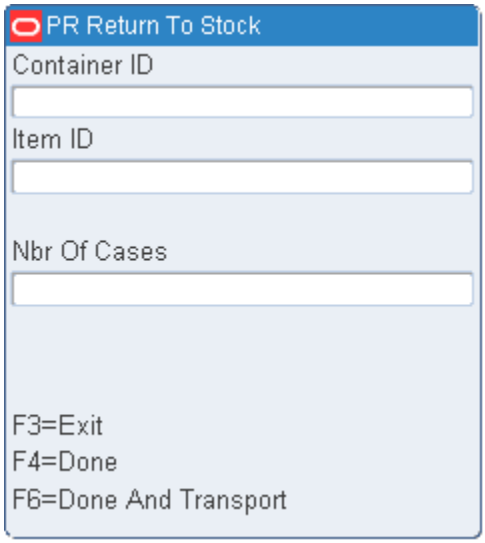
1. On the Reassignment screen, skip to the Current Dest ID field and enter the current destination for the group of containers.
2. In the New Dest ID field, enter the new destination ID to which the containers must be reassigned.
3. Press the F8 (Reassign All) key. The reassignments are saved and you can reassign another container or group of containers.
4. Press the F3 (Exit) key to exit the Reassignment screen.

Return to Stock

The Return to Stock screens allows you to delete the store assignment on an outbound container and return the container to reserve storage.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Return to Stock. The Return to Stock screen opens.

Figure 4–47 Return to Stock screen



1. On the Return to Stock screen, enter the ID of the container to be returned to stock in the CID field.

   If this screen is accessed using the F6 (Return to Stock) key on the Case Put to Store screen, the Container ID and Item ID fields are pre-populated.

   Note: Master Containers with children are not eligible for stock return.

2. Enter the Item ID in the Item ID field.
3. Enter the number of cases in the Nbr of Cases field.

   If the quantity entered is different from the expected quantity, "Quantity mismatch, re-enter" message is displayed. Re-enter the quantity in the Nbr of Cases field. If the same value is entered again, the Reason Code choice pop up is displayed. Select the correct reason code from the list.
4. Press the F4 (Done) key. The container is returned to the DC inventory in its entirety and the container status is reset to Inventory (I).

   Note: Use the Putaway screen to physically move the merchandise back to a reserve area.

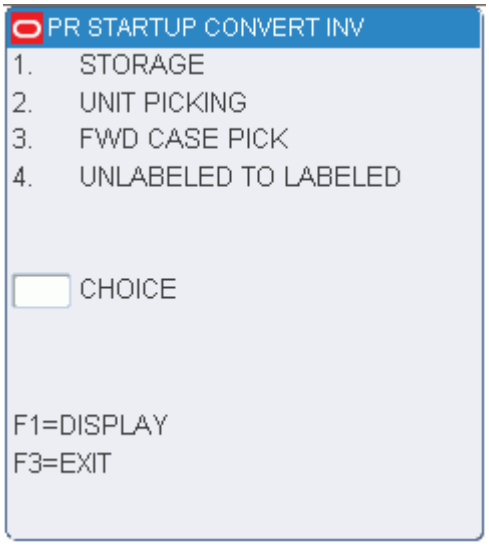
5. Press F6 (Done and Transport) to access the Transport Containers screen. For more information, see the Transport Containers section.

Start Up Conversions

The Startup Convert screen allows you to convert existing inventory into RWMS inventory before the initial startup of the system. You can identify merchandise in reserve storage and forward pick locations, as well as convert unlabeled inventory to labeled inventory.

On the Main Menu screen, select Invent Mgmt. On the Invent Mgmt Menu screen, select More options and on the Inventory More Options screen, select Startup Convert. The Startup Convert Inv screen opens.

Figure 4–48 Startup Convert Inv RF screen



A system parameter, Labeled_Reserve, governs which Startup Convert Inv screen opens.

- If Labeled_Reserve = **N**, you can view Item details through the use of the F2 (Detail) key.
- If Labeled_Reserve = **Y**, then you can add child containers to a master container by using the F2 (Child) key.

Storage with Unlabeled Children

1. On the Startup Convert Inv screen, enter **1** in the Choice field; then press the F1 (Display) key.

Figure 4–49 Unlabeled - Startup Convert (Storage Detail) screen

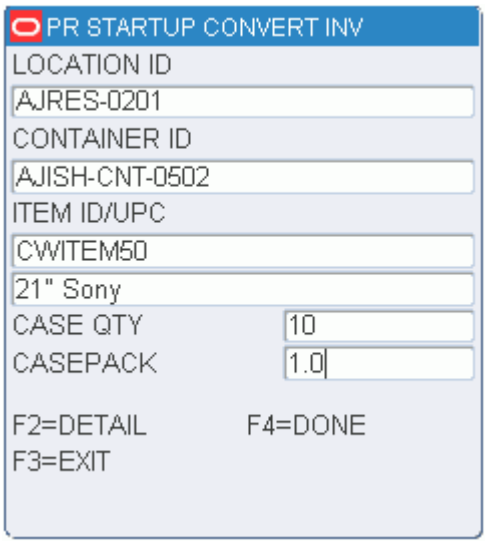
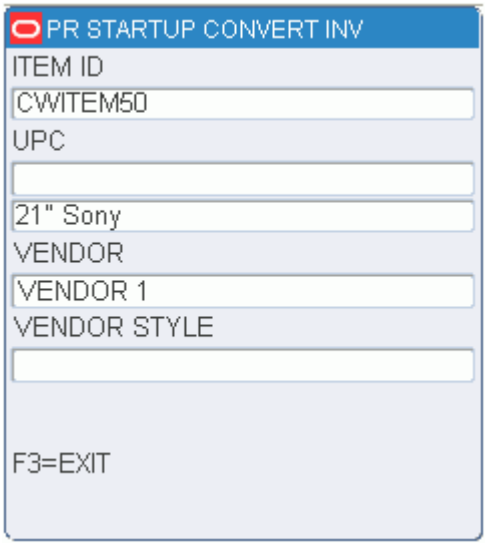


Figure 4–50 Unlabeled - Startup Convert (Item Detail) screen



2. In the Location ID field, enter a valid location ID.
3. In the Container ID field, enter a container ID.
4. In the Item field, enter the item ID or UPC. The item ID/UPC must already be defined in the system.
5. In the Case Qty field, enter the number of cases associated with the container ID.
6. In the Casepack field, enter the number of units that make up a casepack.
7. [Optional] To view item details:
   a. Press the F2 (Detail) key. The details are displayed on the Startup Convert (Item Detail) screen.
   b. Press the F3 (Exit) key to return to the previous screen.
8. Press the F4 (Done) key to complete the conversion.

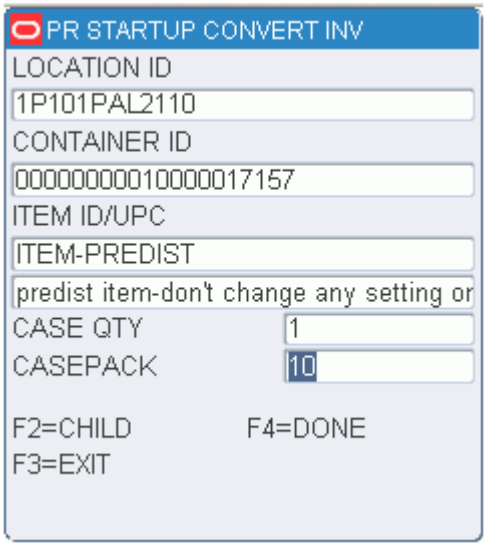
Note: The error message "Insufficient privilege to perform this operation" is displayed, if the privilege level is less than the current value of the "mm_sec_level_rf". In other words the user should have the sufficient privilege to Mark Cycle count.

9. When prompted to confirm the request, enter **Y**; then press the Enter key.

Storage with Labeled Children

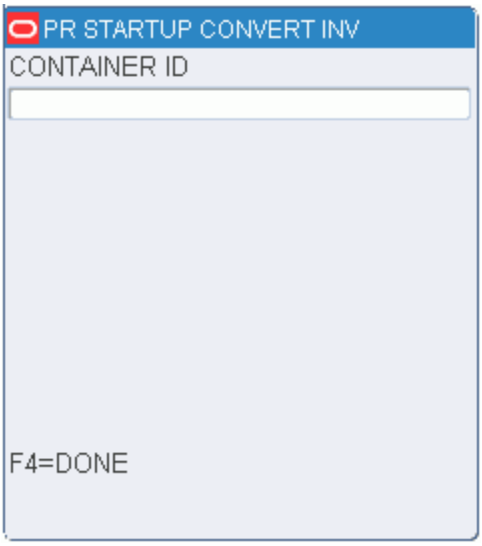
1. On the Startup Convert screen, enter **1** in the Choice field; then press the F1 (Display) key. The Startup Convert (Storage) screen opens.

Figure 4–51 Labeled - Startup Convert (Storage Details) screen



2. In the Location ID field, enter a valid location ID.
3. In the Container ID field, enter the container ID.
4. In the Item field, enter the item ID or UPC. The item ID/UPC must already be defined in the system.
5. If prompted to enter a best before date and weight:
   a. In the Best Before Date field, enter the expiration date.
   b. In the Weight field, enter the weight of a standard unit.
6. In the Case Qty field, enter the number of cases holding the specified item and associated with the container ID.
7. In the Casepack field, enter the number of units that make up a casepack.
8. To add child containers:
   a. Press the F2 (Child) key. The Startup Convert (Child Container) screen opens.

Figure 4–52 Labeled - Startup Convert (Child Container) screen



b. In the Container ID field, enter the ID of the child container.

c. Press the Enter key to save the child container. Enter the next container for the same master container.

Or

Press the F4 (Done) key to save the child container and return to the previous screen.

9. Press the F4 (Done) key to complete the conversion.

Note: The error message "Insufficient privilege to perform this operation" is displayed, if the privilege level is less than the current value of the "mm_sec_level_rf" . In other words the user should have the sufficient privilege to Mark Cycle count.

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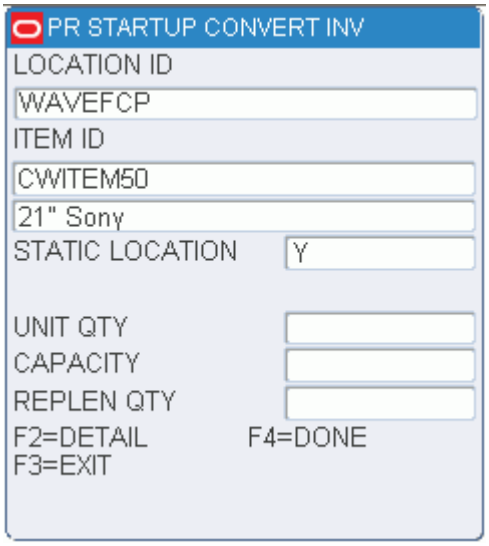
10. When prompted to confirm the request, enter **Y**; then press the Enter key.

Unit Picking

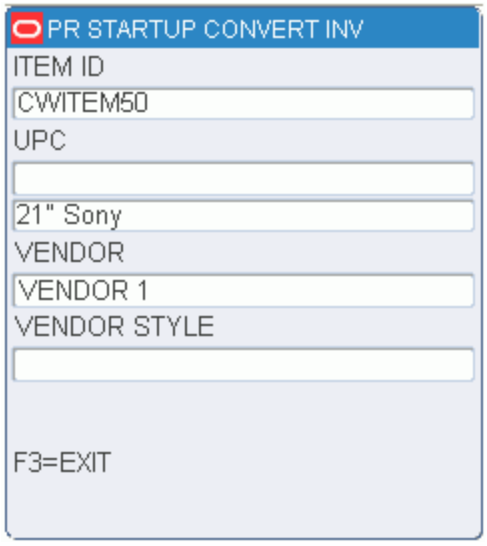
1. On the Startup Convert screen, enter **2** in the Choice field; then press the F1 (Display) key. The Startup Convert (Unit Picking) screen opens.

Figure 4–53 Startup Convert (Unit picking) screen



2. In the Location ID field, enter a valid location ID.
3. In the Item field, enter the item ID or UPC. The item ID/UPC must already be defined in the system.
4. In the Unit Qty field, enter the number of units to be moved into the location.
5. In the Capacity field, enter the maximum number of units the location can hold.
6. In the Replen Qty field, enter the number of units which would trigger reorder point replenishment.
7. [Optional] To view item details:
   a. Press the F2 (Detail) key. The details are displayed in the Startup Convert (Item Detail).

Figure 4–54 Startup Convert (Unit Pick Item detail) screen



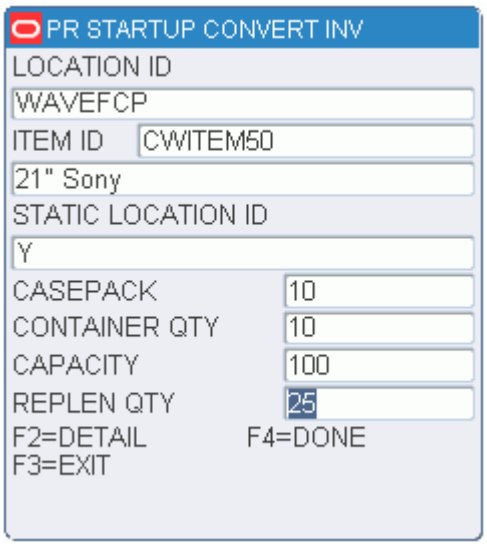
   b. Press the F3 (Exit) key to return to the Startup Convert (Unit Picking) screen.

8. Press the F4 (Done) key to complete the conversion.
9. When prompted to confirm the request, enter **Y**; then press the Enter key.

Forward Case Picking

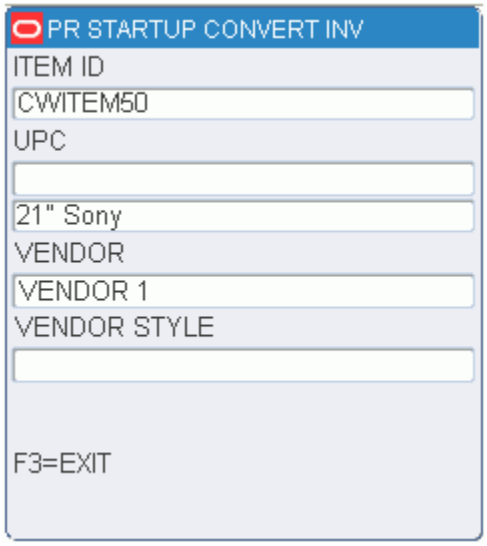
1. On the Startup Convert screen, enter **3** in the Choice field; then press the F1 (Display) key. The Startup Convert (Forward Case Picking) screen opens.

Figure 4–55 Startup Convert (Forward Case Picking) screen



2. In the Location ID field, enter a valid location ID.
3. In the Item field, enter the item ID or UPC. The item ID/UPC must already be defined in the system.
4. In the Cntr Qty field, enter the number of cases to be moved into the location.
5. In the Capacity field, enter the maximum number of cases the location can hold.
6. In the Replen Qty field, enter the number of cases which would trigger reorder point replenishment.
7. [Optional] To view item details:
   a. Press the F2 (Detail) key. The details are displayed in the Startup Convert (Item Detail).

Figure 4–56 Startup Convert (Forward Case Pick Item Detail) screen



b. Press the F3 (Exit) key to return to the Startup Convert (Forward Case Picking) screen.

8. Press the F4 (Done) key to complete the convert operation.

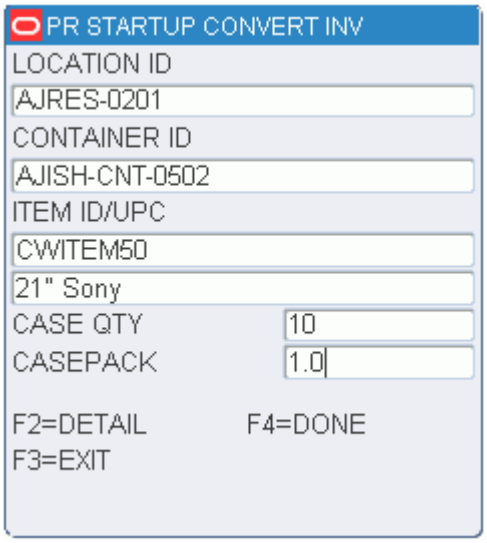
9. When prompted to confirm the request, enter **Y**; then press the Enter key.

Unlabeled to Labeled

1. On the Startup Convert screen, enter **4** in the Choice field; then press the F1 (Display) key. The Startup Convert (Unlabeled to Labeled) screen opens.

Note: The Labeled_Reserve parameter must be set to Y in order to use this feature.

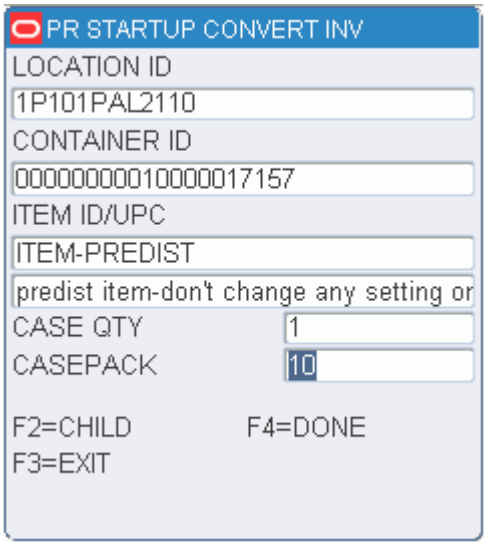
Figure 4–57 Startup Convert (Unlabeled to Labeled) screen



2. In the Location ID field, enter a valid location ID.

3. In the Container ID field, enter the ID of the container that is to be converted. The remaining details are automatically filled in.
4. To add child containers:
   a. Press the F2 (Child) key. The Startup Convert (Child Container) screen opens.

Figure 4–58 Startup Convert (Unlabeled to Labeled Child Container) screen



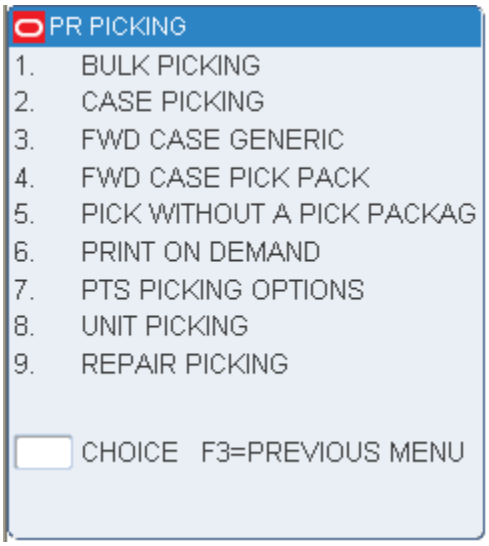
   b. In the Container ID field, enter the ID of the child container.
   c. Press the Enter key to save the child container. Enter the next container for the same master container, or press the F4 (Done) key to save the child container and return to the previous screen.
5. Press the F4 (Done) key to complete the convert operation.
6. When prompted to confirm the request, enter **Y**; then press the Enter key.

5

Picking

The Picking module allows you to access all pick types supported by RWMS.

Figure 5–1 Picking Menu screen



Picking

Picking activities vary depending on the pick types assigned to items and locations. The following table lists the standard pick types available in RWMS.

Picking outbound	
Pick Type	**Definition**
B	Bulk pick from reserve to outbound door
C	Container pick from reserve to outbound door
CB	FCP to belt to outbound door
CF	FCP to pallet to outbound door
Picking UPS - Third party sorter (PPS/PTS/TLT)	
Pick Type	**Definition**
BP	Bulk pick from reserve to UPS
C3	Container pick from FCP to belt to UPS

Picking outbound	
CP	Container pick from reserve to UPS
CS	Container pick from FCP to pallet to UPS
U	Unit pick from LTC or UPS to outbound door
UP	Unit pick from LTC to UPS
Preplanned replenishment	
Pick Type	**Definition**
BR	Preplanned bulk replenishment from storage to FCP or LTC
CE	Preplanned container replenishment from FCP to pallet to LTC
CL	Preplanned container replenishment from FCP to belt to LTC
CR	Preplanned container replenishment from storage to FCP or LTC
PL	Preplanned pallet letdown replenishment
Reorder point replenishment	
Pick Type	**Definition**
BD	ROP bulk replenishment from storage to FCP or LTC
CD	ROP container replenishment from storage to FCP or LTC
CO	ROP container replenishment from FCP to pallet to LTC
PR	ROP pallet letdown replenishment
Topoff replenishment	
Pick Type	**Definition**
BT	Topoff bulk replenishment from storage to FCP or LTC
CT	Topoff container replenishment from storage to FCP or LTC
CT	Topoff container replenishment from FCP to pallet to LTC
PT	Topoff pallet letdown replenishment

Based on location, use the following pick types in RWMS:

- From Storage locations, use the following outbound (to store) pick types:
  - B
  - C
- From Storage locations, use the following replenishment (preplanned/ ReOrder Point) pick types:
  - BP
  - CP
  - BR
  - CR
  - PL
  - BD
  - CD

  - BT
  - CT
  - PR
  - PT
- From Forward Case Pick locations, use the following outbound (to store) pick types:
  - CF
  - CB
- From Forward Case Pick locations, use the following replenishment (preplanned and ROP) pick types:
  - CS
  - C3
  - CE
  - CL
  - CO
  - CT
  - PL
- From Forward Unit Pick locations, use the following outbound (to store) pick type:
  - U
- From Forward Unit Pick locations (LTC Only), use the following replenishment pick type:
  - UP

Put To Store

The Put To Store (PTS) Menu offers you the option of determining the first PTS zone, performing a Put To Store Pick, and closing a PTS carton.

The Put To Store Pick is intended for use in the Put To Store area of the Distribution Center (DC). The Put To Store area is a set of fixed store locations where each location is associated to a single store.

No Pick Package

Label-less picking allows wave-associated picking without label generation. You can perform five types of picking through the No Pick Package screen: Bulk Picking, Case Picking, Unit Picking, Bulk Replenishment Picking, and Case Replenishment Picking.

Picking Direction

During the Picking process, RWMS uses the following distribution methods to determine how to direct the picking associate.

First In First Out (FIFO)

RWMS sends the picker to the location identified as holding that item based upon the putaway timestamp. This is used for merchandise with Best Before Date.

Pick to Clean

RWMS sends the picker to the most locations that will be picked clean to meet the order demand. This pick method will free up the greatest number of locations which can then be used to hold incoming merchandise.

Efficiency

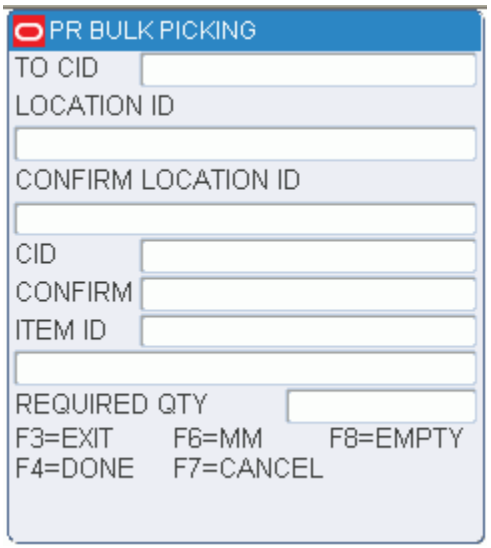
RWMS sends the picker to the least number of locations that will fulfill the order. This pick method minimizes travel time. Picks are generated from stock orders downloaded from the Host.

Bulk Picking

Bulk Picking is picking an entire container of a single item from a reserve location and delivering it to its next location (shipping destination, forward picking location, sorter, etc). Bulk picks can be used in both a conveyor or non-conveyor environment if the proper equipment is used.

On the Main Menu screen, select Picking. On the Picking Menu screen, select Bulk Picking. The Bulk Pick screen opens.

Figure 5–2 Bulk Pick screen



1. On the Bulk Pick screen, scan the first picking package label for master label confirmation and location direction. Data opens in the CID and Loc fields.
2. Confirm the pick-from location by scanning the location ID.
3. Confirm the pick-from inventory container ID label by scanning.
4. In the Required Qty field, press the Enter key to confirm the displayed container quantity. You can decrease the quantity if necessary, but you cannot increase it.

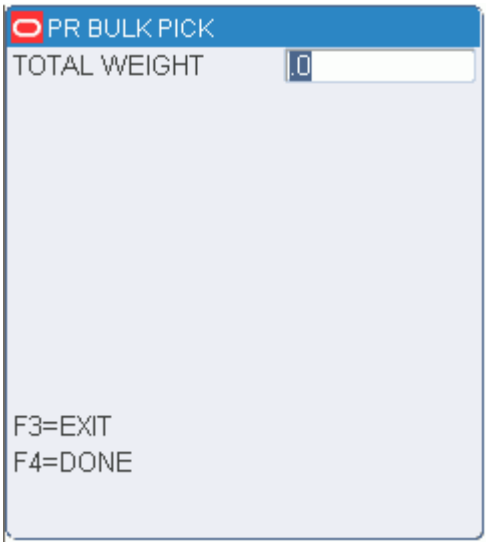
Note: Press the F8 (Empty) key if you deplete the location of merchandise.

As products are being picked, the receipt weight and the container weight is maintained at the lowest level of labeling.

You are prompted to enter a catch weight if the item was set up to require such information.

5. In the Total Weight field, enter the total catch weight for the pick. That weight is then equally divided among all containers associated to the pick. If you enter a zero, the container weight is update to zero.

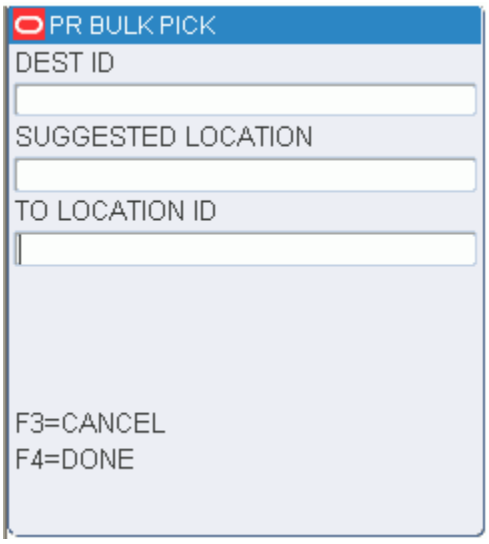
Figure 5–3 Bulk Pick - Total Weight screen



6. Press the F4 (Done) key.

7. If, at the completion of a pick, but prior to drop-off, RWMS detects any containers with catch weight items and a container weight of 0, you will be prompted to enter the total weight for each zero weight item. This total weight is then evenly divided between all containers with the item. The drop-off process continues after all items have been weighed. The Suggested Location screen displays the door associated with the destination ID.

Figure 5–4 Bulk Pick Suggested Location screen



Note: The Suggested Location screen contains a location suggested by the system for you to next move the merchandise.

For outbound shipments, the suggested location is a staging location specific to the ship destination. You can override the suggested location by entering a different location at the To-Location field. For replenishment picks, the suggested location is the location that needs replenishment or a default drop-off location for alternate unit pick systems.

8. In the To-Location field, scan the location where the merchandise is being dropped-on.
9. Press the F4 (Done) key. An Information screen pops up, verifying that the location is marked if the To-Location is marked for cycle count. The Bulk Pick screen opens with the next pick if any remain. The Message Display Line verifies that the current pick is complete.
10. Press the Enter key to acknowledge the message.
11. Enter **Y** (Yes) to confirm that the location is not empty, and press the Enter key. The location is then marked for cycle count.

Case Picking

Case Picking (container picking), involves pulling one or more full containers from a bulk container in a reserve location.

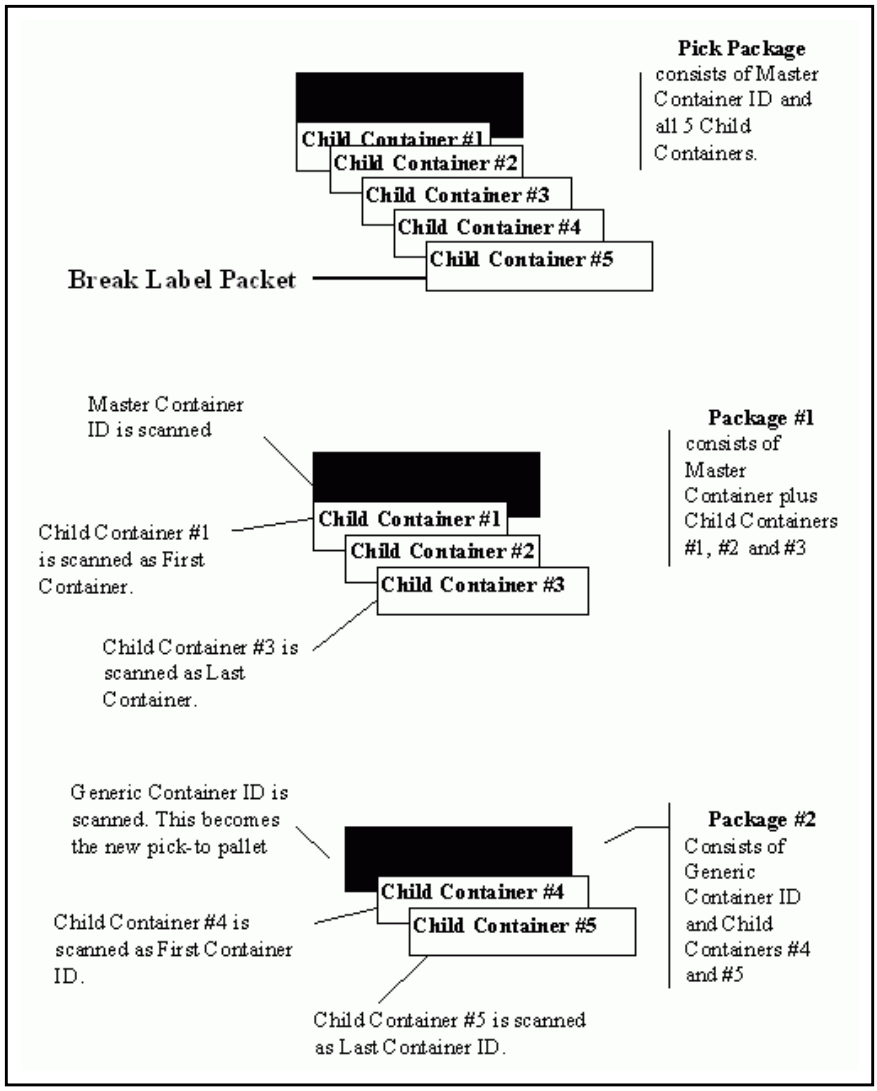
Breaking the Label Packet functionality allows you to subdivide the picking package through the Container Pick screen.

During the distribution process, the system assigns master container IDs to group picks based on system parameters. For example, it can allow or prevent the mixture of destinations on an individual pallet. However, Zone and Pick Type (bulk, case, or unit pick) always divide the pick package of labels. The pick package is intended to be picked by one individual, which restricts the number of picks of the same type in the

same zone at the same time. The Break Label Packet removes this restriction by allowing the pick package to be subdivided as desired.

You can break the picking package within a specific master label; however, picks for multiple masters cannot be combined. Divide a pick package using the break label package function

Figure 5–5 Standard pick package

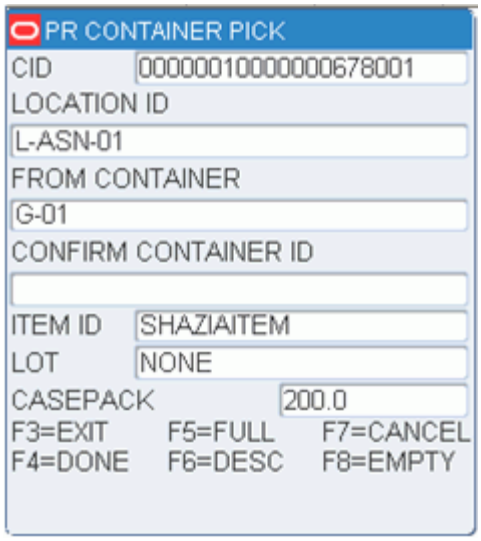


On the Main Menu screen, select Picking. On the Picking Menu screen, select Case Picking. The Container Pick screen opens.

Figure 5–6 Container Pick screen

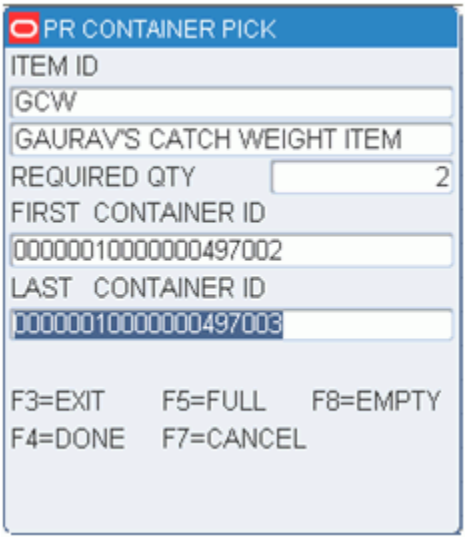
1. Scan the master container ID and press the F1 (Display) key. The Container Pick (confirm from-container) screen opens.

Figure 5–7 Container Pick (confirm from container) screen



2. In the Confirm CID (Confirm-From Container ID) field, scan the bulk container ID label. This must match data in the Container ID field. The Confirm Pick (item ID) screen opens.

Figure 5–8 Container Pick (confirm from item ID) screen



3. In the Last Container ID field, scan the last label in the pick package. (If a single case is to be placed on the container, data in the First Container ID and Last Container ID fields are identical.)

> **Note:** Press the F8 (Empty) key if the From-Loc (From Location) field is blank and the pick will empty out the location. The Message Display Line verifies the location is marked empty.

4. Press the F8 (Empty) key if the From Loc (From Location) field is blank and the pick empties out the location. The Message Display Line verifies that the location is marked empty.
5. Press the F5 (Full) key if you cannot fit any more cartons onto the pick-to pallet.

> **Note:** Refer to the Full/Close Containers section for further information.

6. Press the F4 (Done) key.

> **Note:** RWMS maintains the receipt weight and the container weight at the lowest level of labeling during the pick. You are prompted to enter a catch weight if the item was set up to require such information.

7. In the Total Weight field, enter the total catch weight for the pick. That weight is then equally divided among all containers associated to the pick. If the user enters a zero, the container weight is updated to zero.
8. Press the F4 (Done) key. The Container Pick screen opens, ready for the next pick. The Suggested Location screen opens automatically after the last pick. The Message Display Line verifies there are no remaining picks.

Note: If, at the completion of a pick, but prior to drop-off, RWMS detects any containers with catch weight items and a container weight of 0, you are prompted to enter the total weight for each zero weight item. This total weight is then evenly divided between all containers with the item. The drop-off process continues after all items have been weighed.

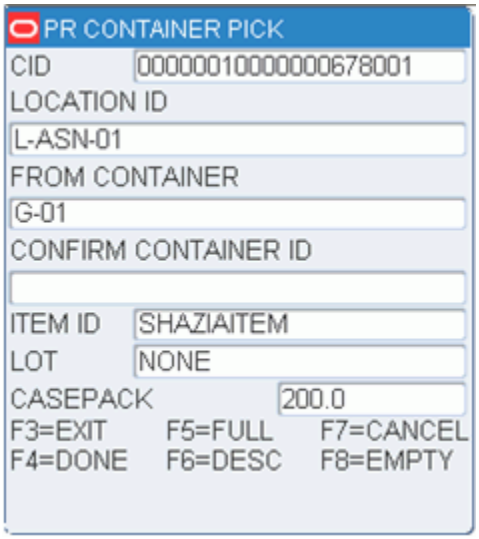
The Suggested Location screen contains a location suggested by the system for you to next move the merchandise. For outbound shipments, the suggested location is a staging location specific to the ship destination. You can override the suggested location by entering a different location at the To-Location field. For replenishment picks, the suggested location is the location that needs replenishment, or a default drop-off location for unit pick systems.

9. In the To-Location field, scan the location where the merchandise will be moved
10. Press the F4 (Done) key to select the location ID number. An Information screen pops up and verifies that the location is marked for cycle count if you try to move merchandise to a marked location.
11. Press the Enter key to acknowledge the message. An Information screen pops up, stating that the operation is successful if the picks are complete.
12. Press the Enter key to acknowledge the message. If additional case picks exist, the Container Pick screen opens again.

Break the Label Packet

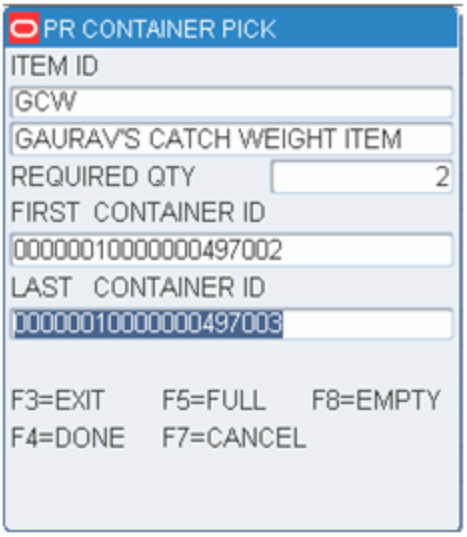
1. On the Container Pick screen, scan a generic container ID. The data opens in the Master Container field.
2. Scan the container label of the first container in a pick directive. The data opens in the First Container field.
3. Scan the container label of the last container in a pick directive. The data opens in the Last Container field.
4. Press the F1 (Display) key. The details are automatically filled in.

Figure 5–9 Break Label Pallet - Container Pick (confirm from container) screen



5. In the Confirm Container ID (Confirm-From Container ID) field, scan the container ID label. This must match data in the Container ID field.
6. Press the F1 (Display) key The Item ID screen opens.

Figure 5–10 Break Label Pallet - Container Pick (confirm from item ID) screen



7. In the Last Container ID field, scan the last label applied. (If a single case is to be placed on the container, the First and Last data fields are the same.) The Message Display Line verifies that the location is marked empty.

> **Note:** Press the F8 (Empty) key if the From-Loc (From Location) field is blank and the pick empties out the location.

8. Press the F5 (Full) key if you cannot fit any more cartons onto the pick-to pallet.

9. Press the F4 (Done) key. As products are being picked, the receipt weight and the container weight will be maintained at the lowest level of labeling.
10. You are prompted to enter a catch weight if the item was set up to require such information.
11. In the Total Weight field, enter the total catch weight for the pick. That weight is then equally divided among all containers associated to the pick. If the user enter a zero, the container weight is update to zero.
12. Press the F4 (Done) key. The Container Pick opens, ready for the next pick. The Suggested Location screen opens if the case picks are complete.

> **Note:** If, at the completion of a pick, but prior to drop-off, RWMS detects any containers with catch weight items and a container weight of 0, you are prompted to enter the total weight for each zero weight item. This total weight is then evenly divided between all containers with the item. The drop-off process continues after all items have been weighed.
>
> The Suggested Location screen contains a location suggested by the system for you to next move the merchandise.
>
> For outbound shipments, the suggested location is either a staging location specific to the ship destination of the container or a staging location that is not assigned to a specific destination. You can override the suggested location by entering a different location at the To-Location field.
>
> For replenishment picks, the suggested location is the location that needs replenishment, or a default drop-off location for alternate unit pick systems.

13. In the To-Location field, scan the location where the merchandise will be moved.
14. Press the F4 (Done) key to select the location ID number.

> **Note:** If you try to move a container to a To-Location that is marked, an information screen pops up and verifies that the location is already marked. Press the Enter key to acknowledge the message.

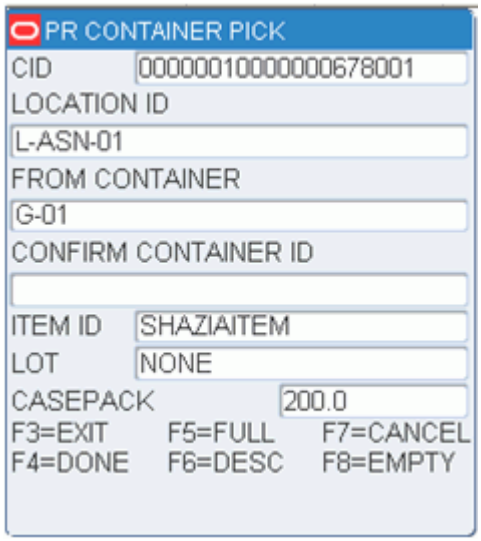
15. If necessary, press the F7 (Cancel) key to cancel the selecting of the location and return to the Container Pick screen. An information screen pops up, stating that the operation is successful if the picks are complete.
16. Press the Enter key to acknowledge the message. If more case picking exists, the Container Pick screen opens again.

Perform a Container Pick with Labeled Children

> **Note:** This section pertains to container picking with system parameters set as Labeled_reserve = Y and Labeled_picking = Y. Child container IDs are maintained in reserve.

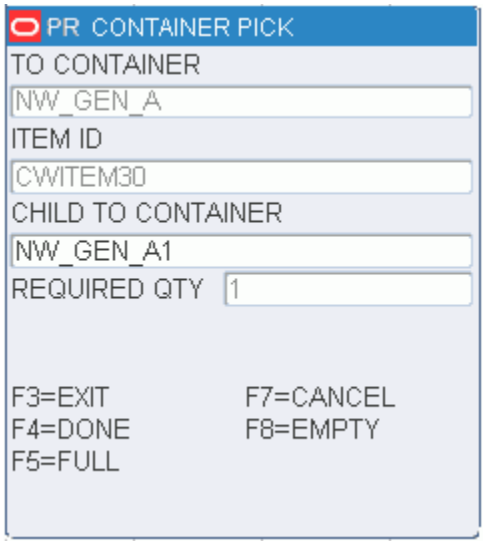
1. On the Container Pick screen, scan the master container ID. Press the F1 (Display) key. The details are automatically filled in.
2. In the Confirm ID (Confirm-From Container ID) field. Confirm, by scanning, the container ID label. The details are automatically filled in.

Figure 5–11 Perform - Container Pick (confirm from-container)



3. In the Last Container ID field, scan the last label in the pick package
4. Press the F4 (Done) key. The Child From Container screen opens.

Figure 5–12 Child Container screen

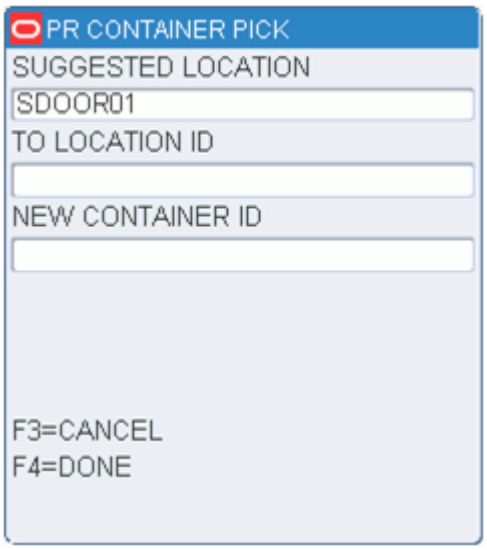


5. Scan the existing labels of all child containers to pick.

Note: Press the F8 (Empty) key if the From Loc (From Location) field is blank and the pick empties out the location. The Message Display Line verifies that the location is marked empty. Press the F5 (Full) key if you cannot fit any more cartons onto the pick-to pallet.

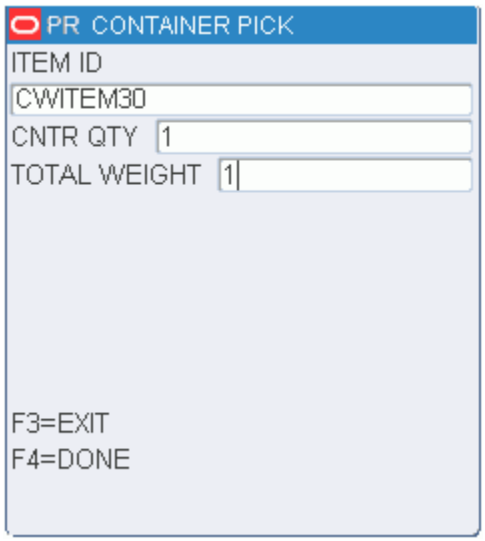
6. Press the F4 (Done) key. The Suggested Location screen opens.

Figure 5–13 Suggested Location screen



7. In the To-Location field, confirm, by scanning the location where the merchandise is to be dropped off.
8. You are prompted to enter a catch weight if the item was set up to require such information.
9. Enter the total catch weight for the pick in the Total Weight field. That weight is then equally divided among all containers associated to the pick. If the user enter a zero, the container weight is update to zero.

Figure 5–14 Total weight screen



10. Press the F4 (Done) key.

> **Note:** If, at the completion of a pick, but prior to drop-off, RWMS detects any containers with catch weight items and a container weight of 0, you are prompted to enter the total weight for each zero weight item. This total weight is then evenly divided between all containers with the item. The drop-off process continues after all items have been weighed.

11. Press the F4 (Done) key to select the location ID number. An information screen pops up, stating that the operation is successful if the drop-off is complete. Press the Enter key to acknowledge the message. If additional case picks exist, the Container Pick screen opens again.

> **Note:** The Suggested Location screen contains a location suggested by the system for you to next move the merchandise.
>
> For outbound shipments, the suggested location is a staging location specific to the ship destination. You can override the Suggested Location by entering a different location at the To-Location field.
>
> For replenishment picks, the suggested location is the location that needs replenishment, or a default drop-off location for unit pick systems.

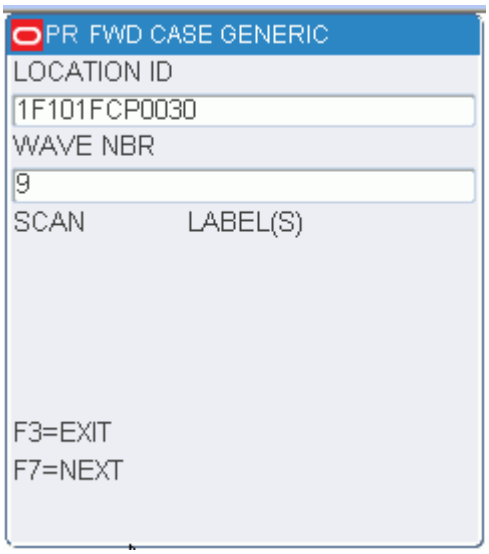
Forward Case Pick - Generic

The Forward Case Pick - Generic screen allows you to process the following types of picks using generic labels:

- Picks from forward case pick locations (FCPL) to an outbound door or unit pick system (UPS)
- Preplanned replenishment picks from FCPLs to less than case (LTC) locations

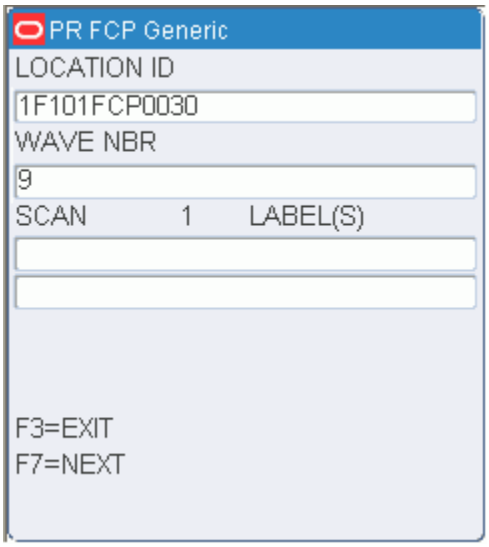
On the Main Menu screen, select Picking. On the Picking Menu screen, select Fwd Case Generic. The FCP Generic screen opens.

Figure 5–15 FCP Generic screen



1. In the Location field, enter the ID of the location to be picked from.
2. In the Wave Nbr field, enter the number of the pick wave.
3. Scan the number of pallet labels that are recommended in the Scan Labels field.

Figure 5–16 FCP Generic -Scan Labels screen



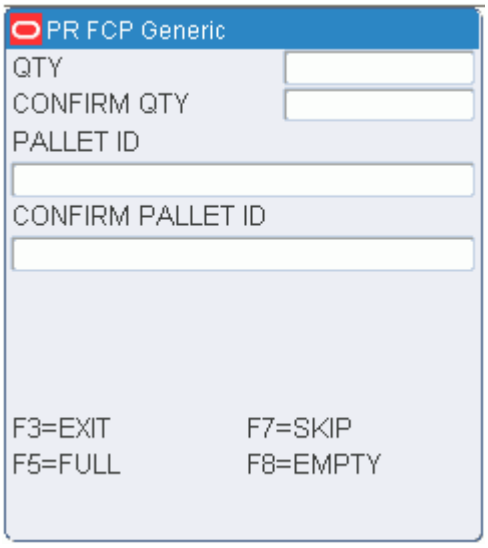
Note: You can choose to scan only one of multiple labels, if desired. Press the F7 (Next) to continue the pick process without scanning all the labels.

4. On the next screen, confirm the source location and item. You can enter either the item ID or UPC to confirm the item.

Figure 5–17 FCP Generic - Confirm Location screen

5. On the next screen, confirm the quantity and the pallet picked to. You may choose to enter the ID of another pallet that has the same destination.

Figure 5–18 FCP Generic - Confirm Quantity screen



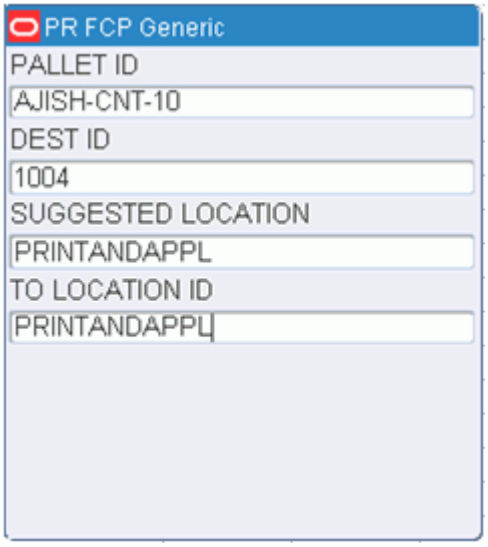
– If you confirm a pick quantity greater than the RWMS available inventory in that location, RWMS displays the following message:

  "Short pick expected - Please confirm quantity".

  If the quantity entered the second time is the same as the first time, then the system confirms the picked quantity and generates an inventory adjustment to upload adjustment (code 55) for the difference.

- If there are not enough cases at the location, enter the actual number of cases. Press the F8 (Empty) key. When prompted to confirm that the location is empty, enter Y (Yes) and press the Enter key. A request for a hot pick is automatically generated.
- If the pallet is full or would become full before the required number of cases can be placed on it, enter the number of cases that you can place on the pallet. Press the F5 (Full) key.
- If there are more picks for the current pallet and the pallet is not full, you are returned to the screen where you can confirm the next location and item.

Figure 5–19 FCP Generic - Confirm Next Location



6. Respond to any prompts for additional information.
7. After processing the last pick for the current pallet or if the current pallet is full, you are prompted to drop off the pallet. Confirm the suggested drop-off location, or press the F2 (Putaway) key to drop off the cases in a less than case (LTC) location.

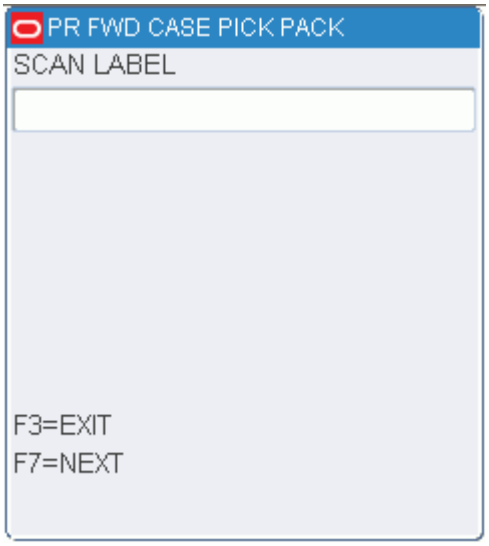
Forward Case Pick - Pick Package

The FCP Pick Package screen allows you to process the following types of picks using system labels:

- Picks from forward case pick locations (FCPL) to an outbound door or unit pick system (UPS)
- Preplanned replenishment picks from FCPLs to less than case (LTC) locations

On the Main Menu screen, select Picking. On the Picking Menu screen, select Fwd Case Pick Package. The FCP Pick Package screen opens.

Figure 5–20 FCP Pick Package screen

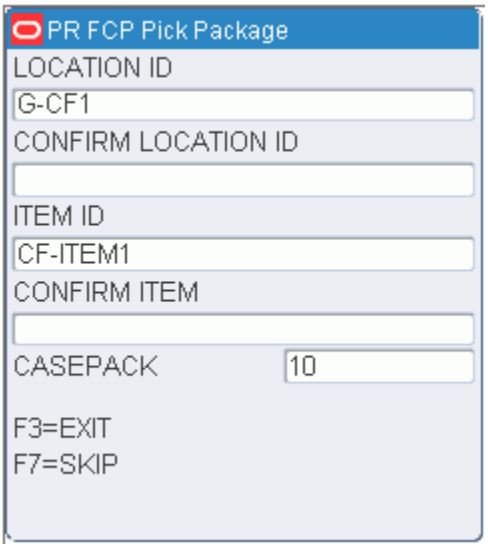


1. In the Scan Label field, enter the ID for each pallet label in a pick package.

> **Note:** You can choose to scan only one of multiple labels, if desired. Press the F7 (Next) to continue the pick process without scanning all the labels.

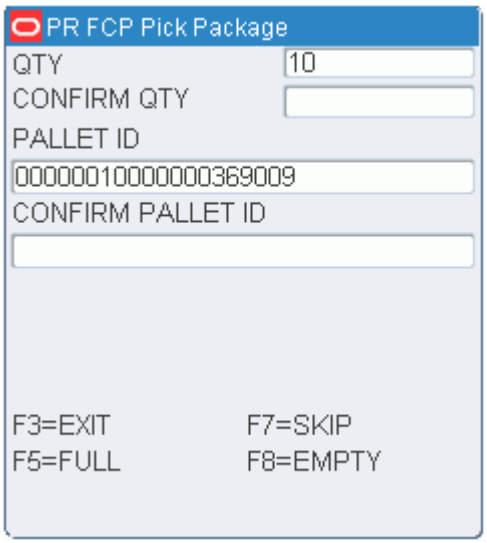
2. On the next screen, confirm the source location and item. You can enter either the item ID or UPC to confirm the item.

Figure 5–21 FCP Pick Package Confirm Location screen



3. On the next screen, confirm the quantity and the pallet picked to. You may choose to enter the ID of another pallet that has the same destination.

Figure 5–22 FCP Pick Package Confirm Quantity screen



- If you confirm a pick quantity greater than the RWMS available inventory in that location, RWMS displays the following message:

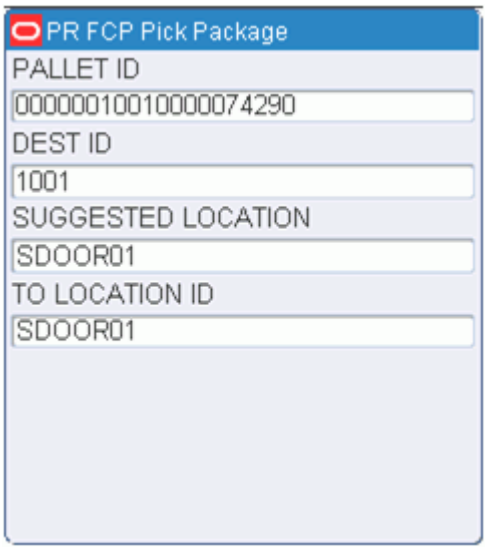
  "Short pick expected - Please confirm quantity".

  If the quantity entered the second time is the same as the first time, then the system confirms the picked quantity and generates an inventory adjustment to upload adjustment (code 55) for the difference.

- If there are not enough cases at the location, enter the actual number of cases. Press the F8 (Empty) key. When prompted to confirm that the location is empty, enter Y (Yes) and press the Enter key. A request for a hot pick is automatically generated.
- If the pallet is full or would become full before the required number of cases can be placed on it, enter the number of cases that you can place on the pallet. Press the F5 (Full) key.
- If there are more picks for the current pallet and the pallet is not full, you are returned to the screen where you can confirm the next location and item.

4. Respond to any prompts for additional information.

Figure 5–23 FCP Pick Package complete screen



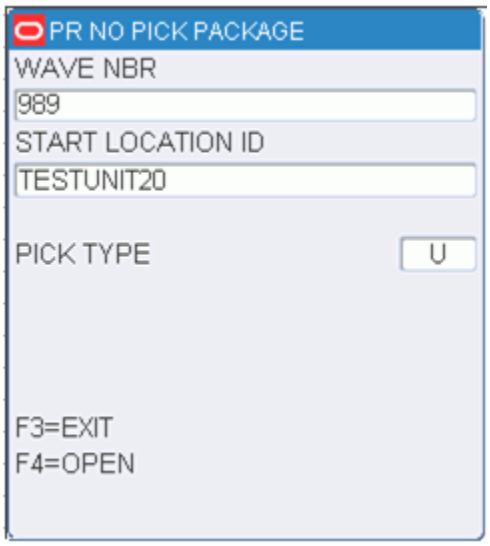
5. After processing the last pick for the current pallet or if the current pallet is full, you are prompted to drop off the pallet. Confirm the suggested drop-off location, or press the F2 (Putaway) key to drop off the cases in a less than case (LTC) location

Pick Without a Pick Package

Picking without preprinted labels eliminates the need for operational processes that track preprinted labels and also offers you the flexibility to manage pick assignments.

On the Main Menu screen, select Picking. On the Picking Menu screen, select Pick without a Pick Package. The No Pick Package screen opens.

Figure 5–24 No Pick Package RF screen



1. On the No Pick Package screen, enter the wave number in the Wave Nbr field.
2. In the Start Location field, enter the location where the pick will be starting.

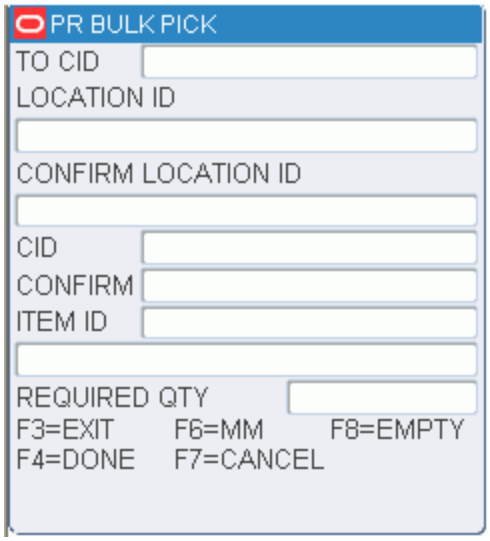
3. In the Pick Type field, enter the pick type
4. Press the F4 (Open) key. The screen that opens depends on the pick type.

Bulk Pick

If you select a pick type pertaining to bulk picking, the Bulk Pick screen opens. You can press the F3 (Exit) key to exit the screen. The pick remains open, but you are returned to the No Pick Package screen.

To delete a pick and roll it back into the pool of orders, press the F7 (Cancel) key. You might cancel a pick if the container is not found or if the pick cannot be completed.

Figure 5–25 Bulk Pick screen

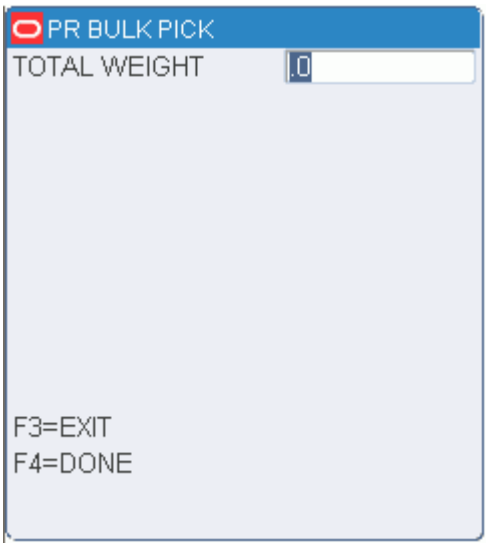


1. On the Bulk Pick screen, scan the location where the container is located.
2. In the Confirm field, confirm by scanning the pick-from inventory container ID label. Confirm Container ID must match data in the CID and Container ID fields.
3. In the Required Qty field, adjust the quantity as necessary.
4. Press the F8 (Empty) key if the From Location is empty or press the F4 (Done) key if merchandise still remains in the location. The Message Display Line verifies that the location is marked empty, or that merchandise still remains in the location. Press the Enter Key to acknowledge the message.

Note: As products are being picked, the receipt weight and the container weight is maintained at the lowest level of labeling.

You are prompted to enter a catch weight if the item was set up to require such information.

Figure 5–26 Total Weight screen



5. Press F4 (Done) key. The Suggested Location screen opens.

> **Note:** The Suggested Location field contains a print and apply label station location suggested by the system.

6. In the To-Location field, Confirm by scanning the location where the merchandise is to be dropped off.
7. Press the F4 (Done) key to select the location ID number. An Information screen pops up, stating that the operation is successful if the drop-off is complete.
8. Press the Enter key to acknowledge the message. If additional bulk picks exist, the Bulk Pick screen opens again.

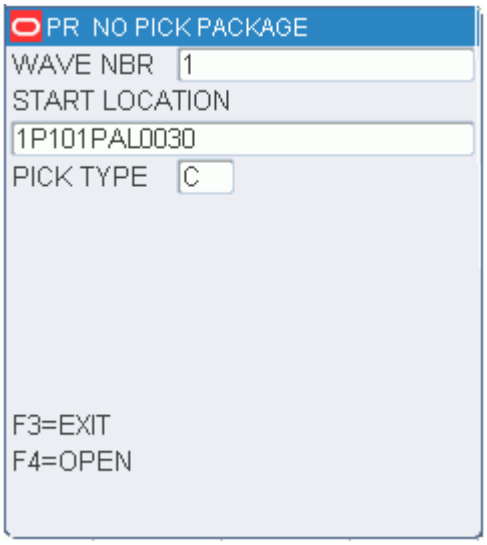
Container Pick

Unlabeled Child Containers

If you select a pick type pertaining to container picking, the Container Pick screen opens. This section pertains to container picking with system parameters set as Labeled_reserve = N and Labeled_picking = N. Child container IDs are not maintained in reserve.

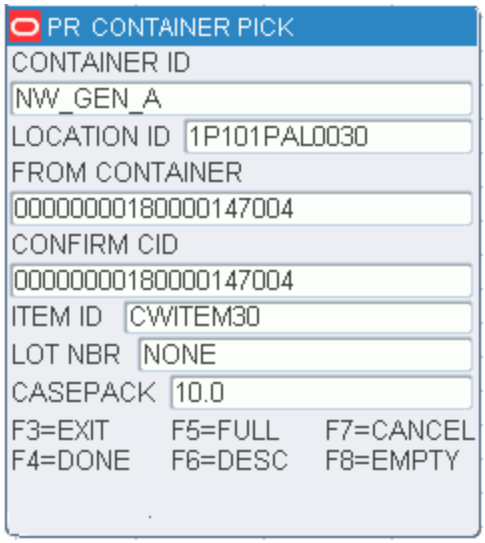
You can press the F3 (Exit) key to exit the screen. The pick remains open, but you are returned to the No Pick Package screen.

Figure 5–27 No Pick Package screen



1. On the Container Pick screen, scan the generic container ID. Data opens on the screen, showing you what the first location of the pick directive is and the container you are to pick from.

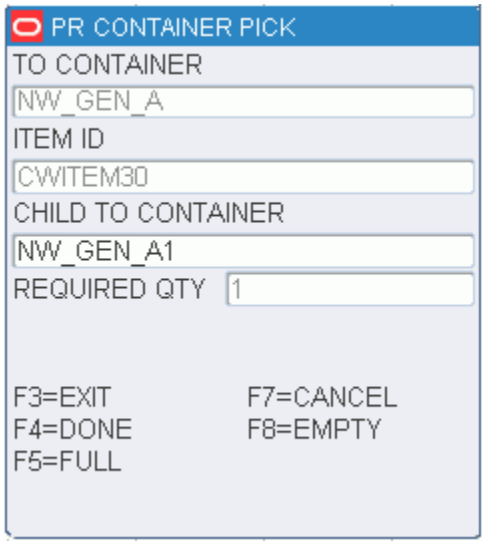
Figure 5–28 Container Pick screen



Note: To delete a pick and roll it back into the pool of orders, press the F7 (Cancel) key. You might cancel a pick if the container is not found or if the pick cannot be completed.

2. Scan the container ID. The Child to Container screen opens.

Figure 5–29 Child to Container screen

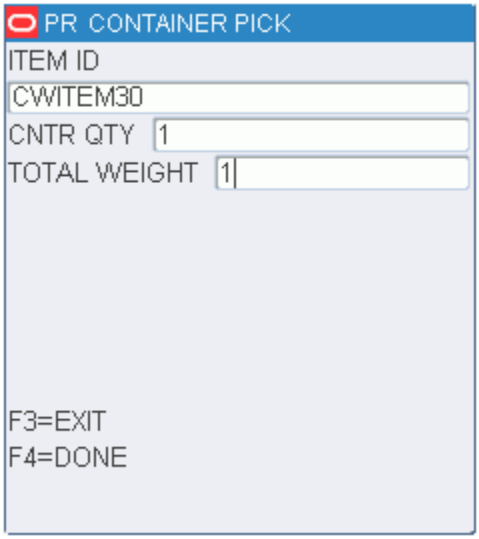


Note: As products are being picked, the receipt weight and the container weight is maintained at the lowest level of labeling.

You are prompted to enter a catch weight if the item was set up to require such information.

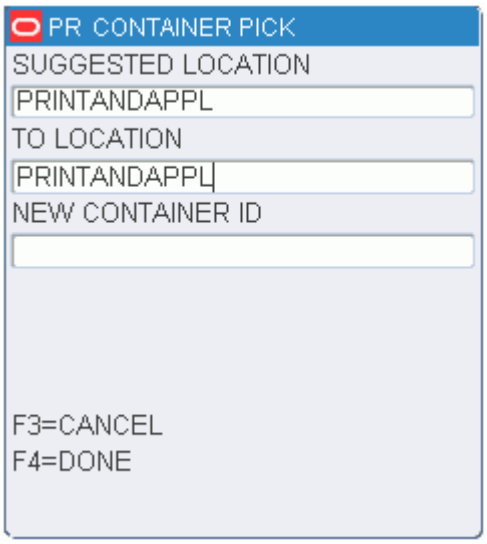
3. Press the F4 (Done) key. You are prompted to enter the total weight.

Figure 5–30 Total weight screen



4. Press the F4 (Done) key. The Suggested Location screen opens.

Figure 5–31 Confirm Suggested Location screen



Note: The Suggested Location field contains a print and apply label station location suggested by the system.

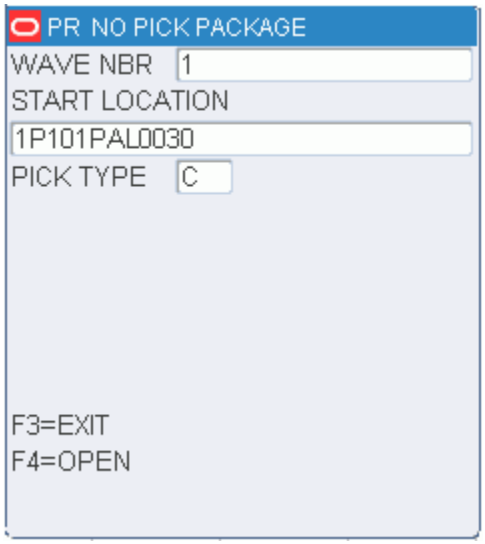
5. In the To-Location field, confirm by scanning the location where the merchandise is to be dropped off.
6. Press the F4 (Done) key to select the location ID number. An Information screen pops up, stating that the operation is successful if the drop-off is complete.
7. Press the Enter key to acknowledge the message. If additional case picks exist, the Container Pick screen opens again.

Labeled Child Containers

If you select a pick type pertaining to container picking, the Container Pick screen opens. This section pertains to container picking with system parameters set as Labeled_reserve = Y and Labeled_picking = N. Child container IDs are maintained in reserve.

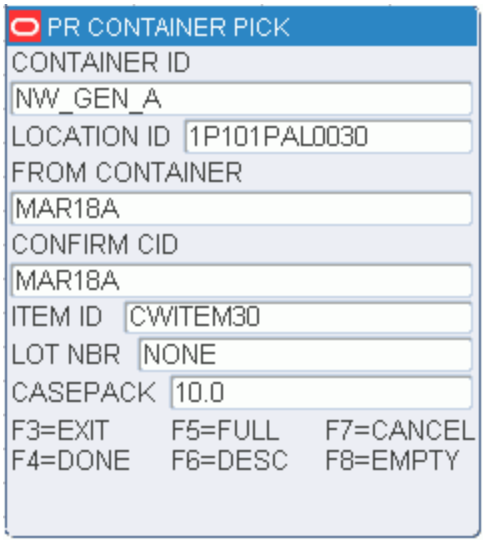
You can press the F3 (Exit) key to exit the screen. The pick remains open, but you are returned to the No Pick Package screen.

Figure 5–32 No Pick Package screen



1. On the Container Pick screen, scan the generic container ID. Data opens on the screen, showing you what the first location of the pick directive is and the container you are to pick from.

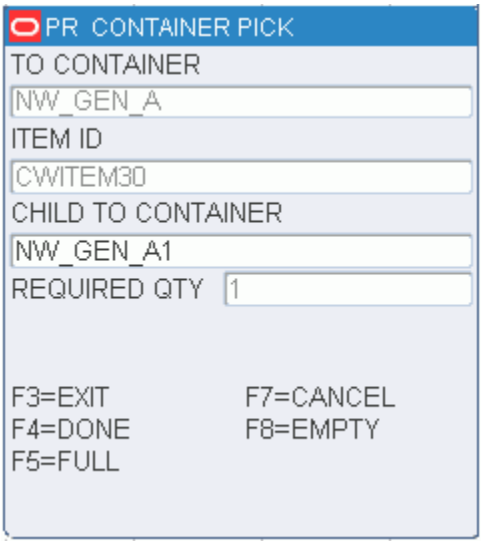
Figure 5–33 Container Pick screen



Note: To delete a pick and roll it back into the pool of orders, press the F7 (Cancel) key. You might cancel a pick if the container is not found or if the pick cannot be completed.

2. Scan the container ID. The Child Container screen opens.

Figure 5–34 Child Container screen



3. Scan the existing label of the child container to pick. The number of containers to pick opens in the Required Qty field.

Note: Press the F8 (Empty) key if the From-Loc (From Location) field is blank and the pick empties out the location. The Message Display Line verifies that the location is marked empty.

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4. Press the F5 (Full) key if you cannot fit any more cartons onto the pick-to pallet.

Note: Refer to the Full/Close Containers section for further information.

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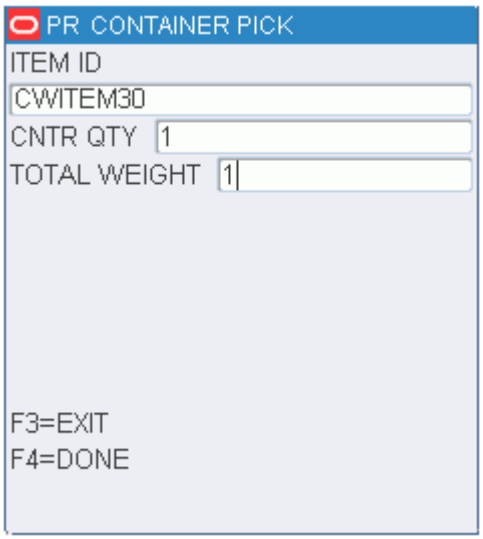
5. Continue to scan the child containers until pick is complete. The amount in the Required Qty field will decrement after each successful scan.
6. Press the F4 (Done) key. You are prompted to enter the catch weight.

Figure 5–35 Total weight screen



7. Press the F4 (Done) key. The Suggested Location screen opens.

Figure 5–36 Suggested Location screen

Note: The Suggested Location field contains a print and apply label station location suggested by the system.

8. In the To-Location field, confirm, by scanning the location where the merchandise is to be dropped off.
9. Press the F4 (Done) key to select the location ID number. An Information screen pops up, stating that the operation is successful if the drop-off is complete.
10. Press the Enter key to acknowledge the message. If additional case picks exist, the Container Pick screen opens again.

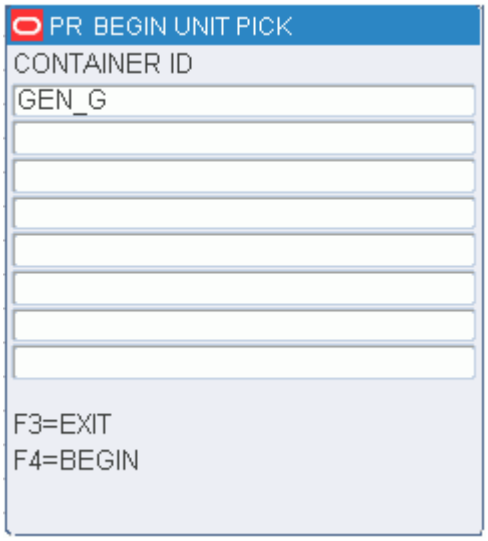
Unit Pick

If you select a pick type pertaining to container picking, the Begin Unit Pick screen opens.

You can press the F3 (Exit) key to exit the screen. The pick remains open, but you are returned to the No Pick Package screen.

To delete a pick and roll it back into the pool of orders, press the F7 (Cancel) key. You might cancel a pick if the container is not found or if the pick cannot be completed.

Figure 5–37 Begin Unit pick



1. On the Begin Unit Pick screen, scan the generic container labels you are picking to. You can scan up to eight different generic container labels.
2. Press the F4 (Begin) key to start the unit picking process. The Confirm Location screen displays the first location with an open pick.

Figure 5–38 Confirm Location

3. Scan the location ID where the item is located. The Loc (Location) and Conf Loc (Confirm Location) fields must match.
4. Press the F8 (Mark) key to mark the location for cycle count if there is a problem with the location. An Information screen pops up, stating that the operation is successful.
5. Press the Enter key to acknowledge the message. The Grab Qty screen opens.

Figure 5–39 Grab Quantity screen

6. Press the F3 (Exit) key to exit the Confirm Location screen. The Unit Picking screen opens.

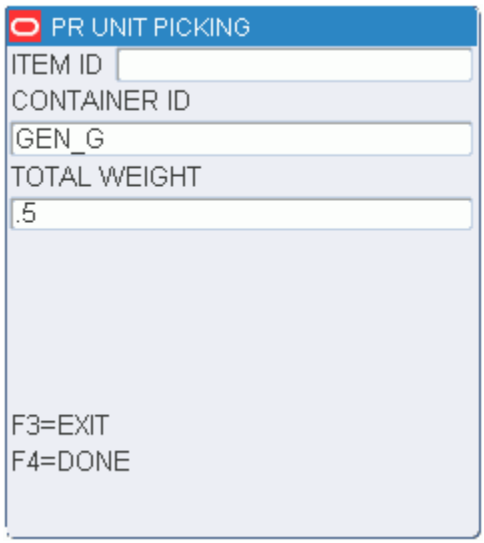
Capture the Container Weight

As products are being picked, the receipt weight and the container weight will be maintained at the lowest level of labeling.

If the item you are picking has a **Y** in the Catch Weight field on the Item Master, you will need to capture the container weight before completing the pick.

1. On the Unit Picking screen, press the F9 (Weigh) key. The Weigh Container screen opens.

Figure 5–40 Weigh Container screen



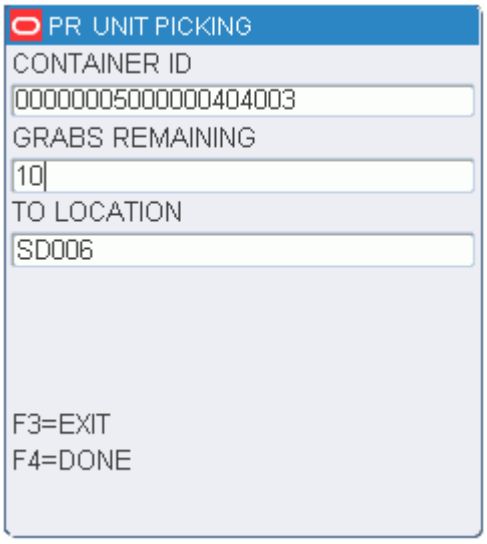
2. Scan the container ID that holds the item with a catch weight.
3. In the Weight field, enter the weight of the container. The container weight will be an accumulation of the items placed in the pick-to container.
4. Press the F4 (Done) key. You are returned to the Unit Picking screen.
5. Press the F4 (OK) key when all picks for the current item are complete.
6. Move to a new location and continue the picking process.

Close Full Containers

When the container is successfully closed, if there are picks remaining, the Open Container screen opens.

1. On the Unit Picking screen, press the F6 (Full) key when a container is full. The Close Full Container screen opens.

Figure 5–41 Close Full Containers Screen



2. Scan the label of the container that you want to close.
3. In the Grabs Remaining field, enter the number of items that could not be placed in the full container.
4. In the To Location field, scan the location where the merchandise is being dropped off.
5. Press the F4 (Done) key. The Open Container pop-up screen opens.

Figure 5–42 Open Container Screen

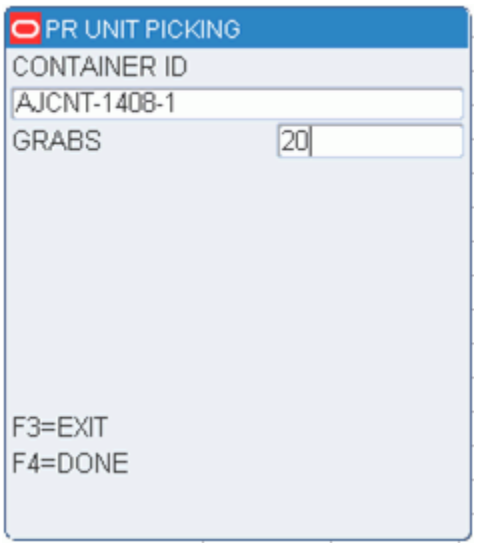
6. In the New Container ID field, enter a generic container ID and press the Enter key.
7. In the Type field, enter the type of container and press the Enter key. You are returned to the Unit Picking screen.

Adjust Pick Quantities

You can decrease the number of items requested for a pick if the location does not contain the appropriate number of items. The adjusted number must be less than the requested amount. The unpicked quantity becomes a candidate for backorder depending on the status of the backorder system parameter.

1. On the Unit Picking screen, press the F7 (Adjust) key. The Adjust Quantity screen opens.

Figure 5–43 Adjust Quantity Screen



2. Scan the container ID that is being adjusted.
3. In the Qty field, enter the number of units that can be picked. Adjusting the quantity to zero deletes the pick.
4. Press the F4 (Done) key to accept the adjusted quantity
5. When prompted to acknowledge the action, press the Enter key.

Mark Locations for Cycle Count

- On the Unit Picking screen, press the F8 (Mark) key to mark the location for cycle count. The Message Display Line states that the operation is successful.

Note: The error message "Insufficient privilege to perform this operation" is displayed, if the privilege level is less than the "mm_sec_level_rf" current value. In other words the user should have the sufficient privilege to Mark Cycle count.

Print on Demand

On the Main menu, select Picking. On the Picking menu screen, select Print on Demand option. The Print on Demand screen opens.

Figure 5–44 Print On Demand screen

1. On the Print On Demand Screen, enter the type of pick in the Pick Type field.
2. In the Wave Nbr field enter the wave number.
3. In the Dest ID field enter the destination ID.
4. In the Route ID field enter the route ID.
5. In the Distro Nbr enter the distribution number.
6. Press F4 (Done) key.

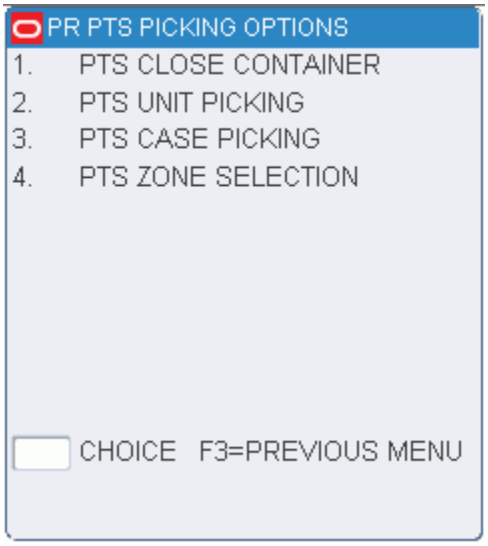
PTS Picking Options

On the Main menu, select Picking. On the Picking menu screen, select PTS Picking Options option. The PTS Picking Options screen appears.

The PTS Picking Options screen provides the following PTS picking options:

- PTS Close Containers
- PTS Unit Picking
- PTS Case Picking
- PTS Zone Selection

Figure 5–45 PTS Picking Options Screen



PTS Close Containers

The PTS Close Container screen is a standalone screen that allows you to close containers without having to access the picking screen. For example, if you recognize that a container has been open for a certain number of days, the container can be closed and shipped, using the PTS Close Container screen, even if the container is not full. The status of such containers is based on the PTS Containers to Close Report.

On the Main Menu screen, select Picking. On the Picking Menu screen, select PTS Picking Options. On the PTS Menu screen, select PTS Close Container. The Close Container screen opens.

Figure 5–46 Close Container RF screen

1. On the Close Container screen, scan the container destination ID (CID) for the carton you want to close. The location and destination ID are displayed.
2. Press the F4 (Close) key.

Note: The PTS Close Container functionality closes a container after unit picks are performed in a Put To Store system. RWMS updates the container's final location and the to location and applies any WIP codes that are needed. The Close process applies the Weigh WIP code to containers with catch weight items. The WIP code must be processed using the Weigh Container screen in the Processing Module before the container is shipped.

PTS Unit Picking

The PTS Unit Pick screen allows you to process a standalone container. The containers must be in Distributed status and must have an internal or PTS destination. The master containers must have either an outbound destination or an internal PTS destination.

On the Main Menu screen, select Picking. On the Picking Menu screen, select PTS Picking Options. On the PTS Menu screen, select PTS Unit Pick. The PTS Unit Pick screen opens.

Figure 5–47 PTS Unit Pick RF Screen

1. On the PTS Unit Pick screen, enter the ID of the zone in which you are picking.
2. In the CID field, enter the ID of standalone container. The Dest ID field is automatically filled in.
3. In the Dest CID, enter the ID of the destination container. The put directive opens for the first destination. The item grabs appear.
4. Confirm the distribution of the required quantity.

   If there is no discrepancy between the required quantity and the distributed quantity, press the Enter key.

   If there is a shortage:

   a. Press the F4 key. A message appears that asks if the container is empty.

   b. Enter **Y** (Yes) if the container is short.

c. Enter the inventory adjustment reason code.

d. Press Enter.

e. Press the F4 (Save) key to save the adjustment.

Note: You may need to get a supervisor to enter his or her User ID and Password to confirm any adjustments made.

5. Respond to any prompts that may appear.
6. Press the F4 (Close) key to close the destination container and proceed to the next destination container.
7. When the system calculates that the source container is empty, you are prompted to confirm whether that is true.

   If the container is empty:

   a. Enter Y (Yes)

   b. Press the Enter key. The next source container opens.

   If the container is not empty:

   a. Enter N (No)

   b. Press the Enter key.

   c. Enter the quantity remaining in the screen that opens.

   d. Press the Enter key.

   e. Enter the Inventory Adjustment Reason.

   f. Press the F4 (Save) key to save the adjustment.

   g. Press the F3 (Exit) key to return to the main PTS Unit Pick screen.

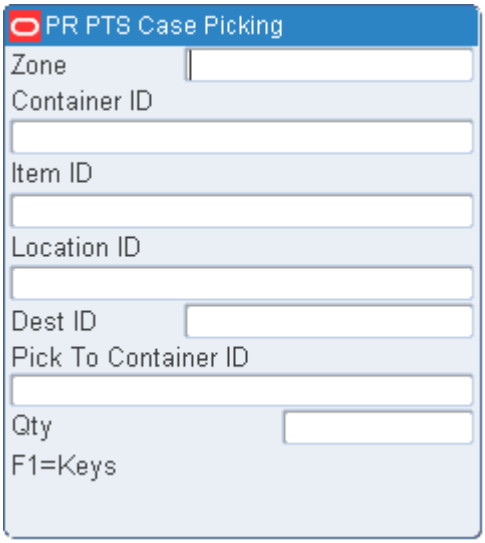
   Note: You may need to get a supervisor to enter his or her User ID and Password to confirm any adjustments made.

PTS Case Picking

The PTS Case Pick screen allows you to process a pallet containing multiple containers. The containers must be in Distributed status. The master containers must have either an outbound destination or an internal PTS destination.

On the Main Menu screen, select Picking. On the Picking Menu screen, select PTS Picking Options. On the PTS Menu screen, select PTS Case Pick. The PTS Case Pick screen opens.

Figure 5–48 PTS Case Pick RF Screen

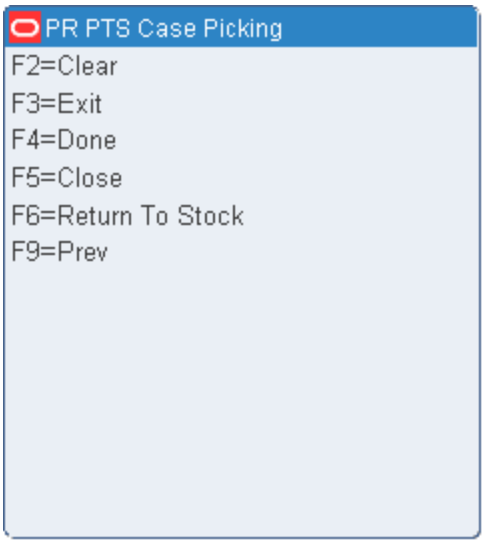


1. On the PTS Case Pick screen, enter the ID of the zone in which you are picking.
2. In the CID field, enter the ID of the master container. The Dest ID field is automatically filled in. For a master container, the first of multiple destinations opens.
3. In the Dest CID, enter the ID of the destination container. The put directive opens for the first destination. The case puts appear.
4. Confirm the distribution of the required quantity.

   If there is no discrepancy between the required quantity and the distributed quantity, press the Enter key.

   Press the F1 key, the other functional keys are displayed for you to take the appropriate action.

Figure 5–49 F1 screen



Note: The F6 (Return to Stock) key is active only when there are no remaining picks. Press the F6 (Return to Stock) key to access the Return to Stock screen. For more information, see the Return to Stock section.

If there is a shortage:

a. Press the F4 key. A message appears that asks if the container is empty.

b. Enter **Y** (Yes) if the container is short.

c. Enter the inventory adjustment reason code.

d. Press Enter.

e. Press the F4 (Save) key to save the adjustment.

Note: You may need to get a supervisor to enter his or her User ID and Password to confirm any adjustments made.

5. Respond to any prompts that may appear.
6. Press the F4 (Close) key to close the destination container and proceed to the next destination container.
7. When the system calculates that the source container is empty, you are prompted to confirm whether that is true.

   If the container is empty:

   a. Enter Y (Yes)

   b. Press the Enter key. The next source container opens.

   If the container is not empty:

   a. Enter N (No)

   b. Press Enter.

   c. Enter the quantity remaining in the screen that opens.

   d. Press Enter.

   e. Enter the Inventory Adjustment Reason.

   f. Press the F4 (Save) key to save the adjustment.

   g. Press the F3 (Exit) key to return to the main PTS Case Pick screen.

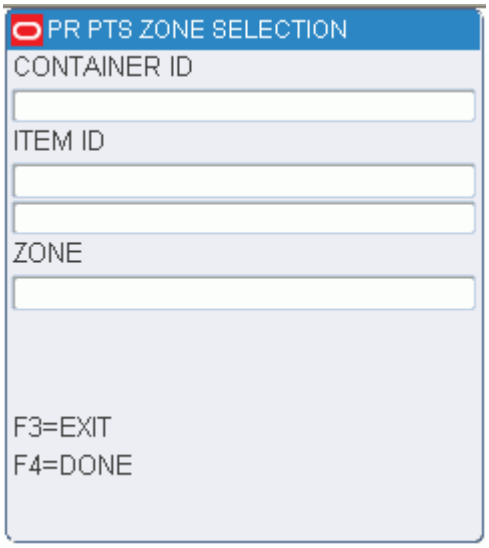
Note: You may need to get a supervisor to enter his or her User ID and Password to confirm any adjustments made.

PTS Zone Selection

The PTS Zone Selection screen helps you determine the first PTS zone that contains a store that needs the item in the container. This information alerts the first contact user to determine onto which physical lane to push the container.

On the Main Menu screen, select Picking. On the Picking Menu screen, select PTS Picking Options. On the PTS Menu screen, select PTS Zone Selection. The PTS Zone Selection screen opens.

Figure 5–50 PTS Zone Selection screen



Note: Replenishment containers must be single-SKU.

1. On the Zone Selection screen, scan the label (CID) of the first container. Available data opens on the screen, including the suggested zone site.

   Note: The system takes into account the number of replenishment containers that have already been sent to the particular zone.

2. Press the F4 (Done) key to confirm that the container is sent to the suggested zone. Or In the Zone field, enter an alternate zone indicating which zone the container is sent to.
3. Press the F4 (Done) key.
4. Proceed to the next container.

Unit Picking

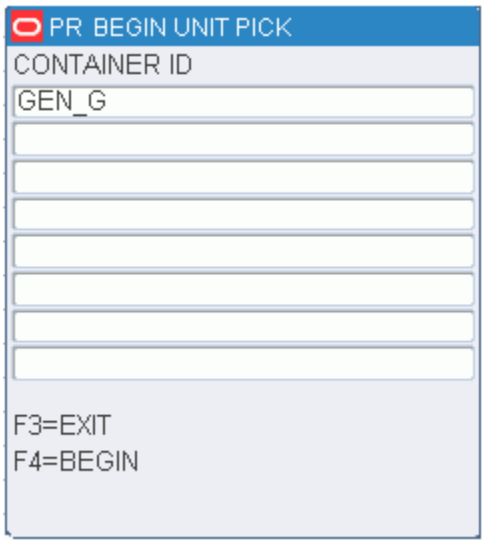
Individual units are picked out of forward picking locations during unit picking.

Container Unit Picks

On the Main Menu screen, select Picking. On the Picking Menu screen, select Unit Picking. The Container Unit/Group Unit Pick options are displayed.

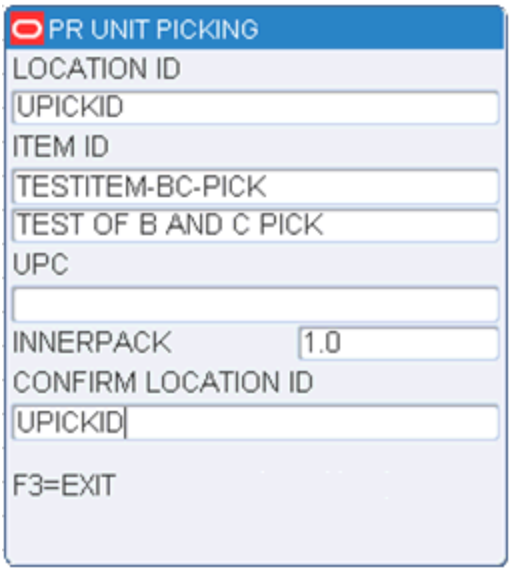
1. Select the Container Unit option and press the F4 (Begin) key. The Begin Unit Pick screen opens.

Figure 5–51 Begin Unit Pick RF screens



2. In the Container ID field, scan the container you are to pick to. You can scan up to eight different container labels on the RF and TM screens and up to four on the WR screen.
3. Press the F4 (Begin) key to start the unit picking process. The Confirm Location screen displays the first location that is the closest to you. The Loc (Location) data is the first pick-from location with an open pick.

Figure 5–52 Confirm Location screen



4. Scan the location ID where the item is located. The Loc (Location) and Confirm Loc (Confirm Location) fields must match.
5. Press the Enter key to acknowledge the message.
6. Press the F3 (Exit) key to exit the Confirm Location screen.

7. Confirm/scan the container you are picking the item from. The Unit Picking screen opens.

Figure 5–53 Unit Picking screen

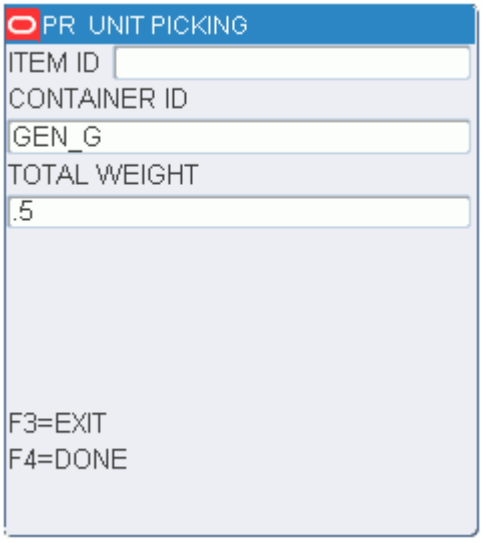
Capture the Container Weight

As products are being picked, the receipt weight and the container weight will be maintained at the lowest level of labeling.

If the item was set up to require a catch weight, you must capture the container weight before completing the pick.

1. On the Unit Picking screen, press the F9 (Weigh) key. The Weigh Container screen opens with data in the Item ID field.

Figure 5–54 Capture weight screen



2. Scan in the container ID that holds the item with a catch weight.

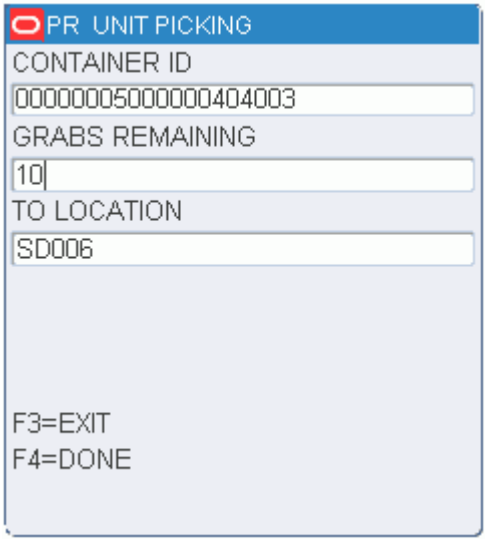
3. In the Weight field, enter the weight for the container. The container weight will be an accumulation of the items placed into the pick_to container.
4. Press the F4 (Done) key. You are returned to the Unit Picking screen.
5. Press the F4 (OK) key when all picks for this item are complete. The Confirmation Location screen pops up with a new picking location.
6. Move to the new location and continue the picking process.
7. Repeat Steps 2-5 until picking is complete.
8. Press the F3 (Exit) key to the exit the picking process.

Close Full Containers

When the container is successfully closed, if there are picks remaining, the Open Container screen opens.

1. On the Unit Picking screen, press the F6 (Full) key if one of the containers is full. The Close Container screen opens.

Figure 5–55 Close Full Containers Screen



2. In the Container ID field, scan the label of the container you want to close
3. In the Qty Remaining field, enter the quantity of items that could not be placed in the full container
4. In the To Location field, scan the location where the merchandise is being dropped off
5. Press the F4 (OK) key. The Open Container pop-up screen opens.

Figure 5–56 Open Container Screen

6. In the New Container ID field, enter a generic container ID and press the Enter key.
7. In the Type field, enter the type of container.
8. Press the Enter key. You return to the Unit Picking screen.

Skip Picks

1. On the Unit Picking screen, press the F5 (Skip) key to skip a pick. The Skip Pick screen pops up.

Figure 5–57 Skip Picks Screen

2. Scan the container you want to skip. The Message Display Line states that the operation is successful.
3. Press the Enter key to acknowledge the message.

4. Press the F3 (Exit) key, after the container is scanned, to return to the Unit Pick screen.

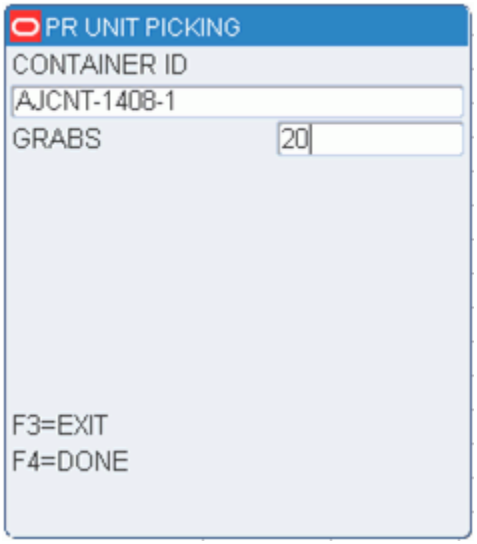
Note: Skipped pick-to containers do not need to have an assigned weight because items with the catch weight = Y are not placed in the container.

Adjust Pick Quantities

You can decrease the number of items requested for a pick if the location does not contain the appropriate number of items. The adjusted number must be less than the requested amount. The unpicked quantity becomes a candidate for backorder, depending on the status of the backorder system parameter.

1. On the Unit Picking screen, press the F7 (Adjust) key. The Adjust Quantity screen opens.

Figure 5–58 Adjust Quantity Screen



2. Scan the container ID that is being adjusted. Available data opens in the Container ID field.
3. In the Qty field, enter the quantity able to be picked. Adjusting the quantity to zero deletes the pick.
4. Press the F4 (OK) key to accept the new quantity. The Message Display Line verifies the successful operation.
5. Press the Enter key to acknowledge the message.
6. Press the F3 (Exit) key to cancel adjusting the quantity. You return to the Unit Picking screen.

Mark Locations for Cycle Count

- On the Unit Picking screen, press the F8 (Mark) key to mark a location for cycle count.

Note: The error message "Insufficient privilege to perform this operation" is displayed, if the privilege level is less than the "mm_sec_level_rf" current value. In other words the user should have the sufficient privilege to Mark Cycle count.

Complete the Unit Pick

You are returned to the Begin Unit Picking screen when all picks are complete.

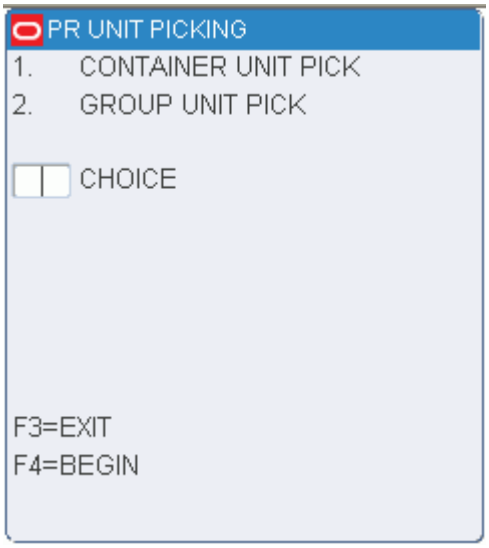
- Use the Move screen to transport merchandise to its next destination. Refer to the Move section in the Inventory Management chapter for more information.

Unit Picking By Group

In order to optimize performance and efficiency in the unit picking area, RWMS allows you to group unit picking containers together and assign them a group number. This feature is available when distributing orders manually using the Select Orders screen or when utilizing the automated wave functionality.

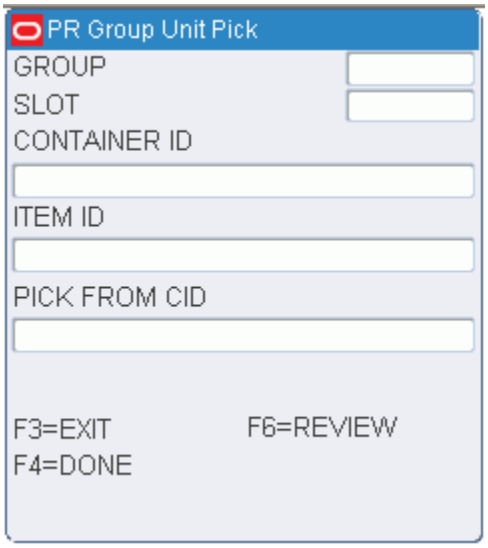
On the Main Menu screen, select Picking. On the Picking Menu screen, select Unit Picking. The Container Unit/Group Unit Pick screen opens.

Figure 5–59 Container Unit/Group Unit Pick and Group Unit Pick RF screens



1. Select Group Unit Pick and press the F4 (Begin) key. The Group Unit Pick screen opens.

Figure 5–60 Group Unit Pick screen



2. In the Group field, enter the group number.

Note: Once the group number is entered, you are prompted to move to the first unit pick location in the location ID sequence and asked to confirm the location. The Item ID, Item UPC and Item description are displayed. After confirming the location, you are prompted to confirm the item by entering either the item ID or the item UPC. Once the confirmations are completed, you must press the F4 (Done) key to display the pick directives.

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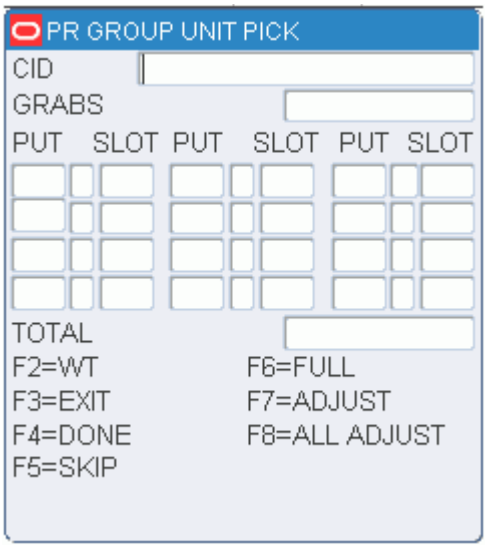
3. In the Slot field, enter the slot number.
4. In the Container ID field, scan the container you are to pick to. You can scan up to eight different container labels.
5. In the Item ID field, enter the item ID number.
6. In the Pick from CID field, enter the Container ID number that the item is picked from.
7. Press the F4 (Done) key. The system displays as many Put directives as possible.

Note: There may be more Put Directives than will fit on a single screen for a given location. It is best to work one screen at a time. The grab quantity displayed reflects the total number of inner packs needed to fulfill all puts currently displayed on the screen. When all put directives for the slots listed on the screen have been fulfilled, press the F4 (Done) key. If there are more put directives, a new unit picking location screen opens.

If you need to skip a put directive for a specific slot, you can press the F5 (Skip) key. A pop-up screen opens, prompting you to specify a slot. You can press the F3 (Exit) key to cancel the skip process, or enter the slot to be skipped and press the F4 (Done) key. If a slot becomes full and you need to close the current container and open a new container, press the F6 (Full) key.

The following pop-up screen opens:

Figure 5–61 Group Unit Pick Put Derivative screen



8. Enter the appropriate slot number and the number of units that were put into the container being closed. If labeled picking is No, then you must enter the container ID associated to the full container.
9. Press the F4 (Done) key.

Note: If you need to adjust the put quantity for a specific slot, you can press the F7 (Adjust) key. Enter the appropriate slot, the number of units being put into the slot, and then press the F4 (Done) key. You may not adjust the put quantity upward or below zero. As a result of the adjustment, the location will be manually marked for cycle count.

If you want to adjust the put quantity for a slot and as a result have all put directives set to zero for each higher slot, press the F8 (All Adjust) key. A pop-up screen will be displayed prompting you to enter the appropriate slot and number of units being put into the slot. Confirm the adjustment by pressing the F4 (Done) key. All put directives for the higher sequential slots are canceled and the location is marked for cycle count.

Complete the Group Unit Pick

You are returned to the Group Unit Picking screen when all picks are completed for a group.

Note: If the labeled picking flag is N, the system requests a container ID to be entered for each occupied slot.

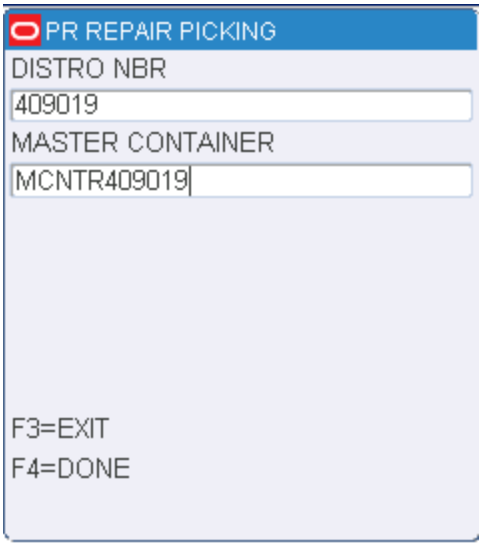
1. On the Group Unit Picking screen, enter the appropriate container ID for each sequential occupied slot number. After all slots are processed, the screen will exit.
2. Use the Move screen to transport merchandise to its next destination. Refer to the Move section in the Inventory Management chapter for more information.

Repair Picking

Repair Picking is a special Picking screen as the eligible containers to pick are determined manually from the GUI Repair Order Container Assignments screen. This screen is used to pick specific containers to be shipped to a specific Repair facility.

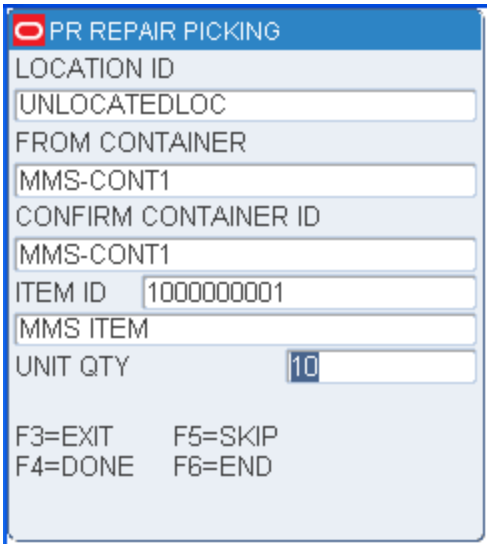
On the Main Menu screen, select Picking. On the Picking Menu screen, select Unit Picking. The Container Unit/Group Unit Pick screen opens.

Figure 5–62 Repair Picking



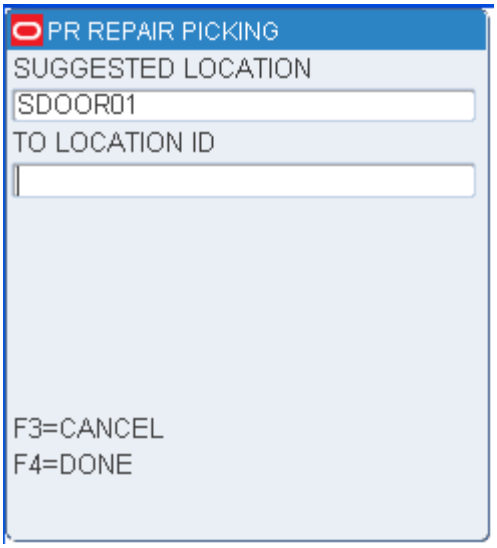
1. Enter the Distro Number, scan the container ID and select F4 key to pick the repair container.

Figure 5–63 Repair Container Picking



2. Enter the Container ID in the **Confirm Container ID** field and press the F4 (Done) key.
   If there are more containers to be picked, confirm the container IDs.
   If there are no more containers, you get a confirmation message that there are no picks left, press F6 (End) key to end picking. The Repair Picking Suggested Location screen opens.

Figure 5–64 Repair Picking Location



3. Enter the Location ID in the To Location ID field.
4. Press the F4 (Done) key to complete the Repair Picking transaction.

You can use the following additional function keys avaliable during Repair Picking:

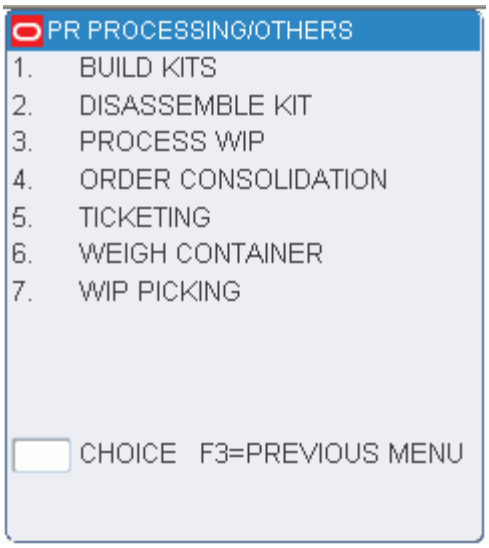
- F3 (Exit) key: Allows the Exit from the Picking Screen. Any data processed to this point is rolled back.
- F4 (Done) key: Executes the transaction, as described above.
- F5 (Skip) key: Allows skipping of a specific pick. When a pick is skipped, RWMS then presents the next pick in the path.
- F6 (End) key: Forces the pick path to end and the Drop-off RF screen to display. After drop-off, the Repair Picking process can be started fresh.

6

Processing/Others

On the Main menu, select Processing/Others. The Processing Menu screen opens.

Figure 6–1 Processing Menu Screen



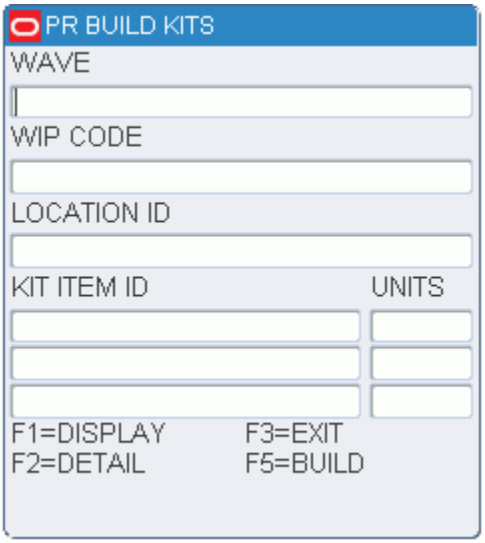
Build Kits

The Build Kits screen assists you in assembling a master item from its components. Once the merchandise moves to the assembly location (the location associated with the master item's kit WIP code), you are prompted to start building kits.

Look Up the Kits to Be Built

On the Main Menu screen, select Processing/Others. On the Processing Menu screen, select Build Kits. The Build Kits screen opens.

Figure 6–2 Build Kits screen

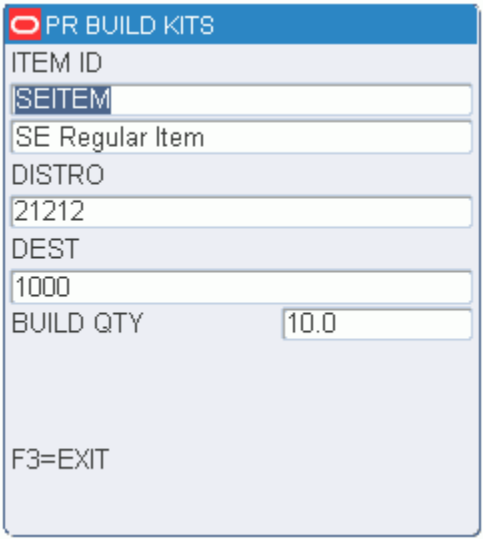


1. On the Build Kits screen, enter the wave number, in the Wave field.
2. In the WIP Code field, enter the WIP code.
3. Press the F1 (Display) key. A list of kits that require assembly at the indicated location are displayed.

View the Details of a Kit

1. On the Build Kits screen, select the kit item that you want to view in detail.
2. Press the F2 (Detail) key. The details are displayed in the Item ID screen.

Figure 6–3 View Kits Screen



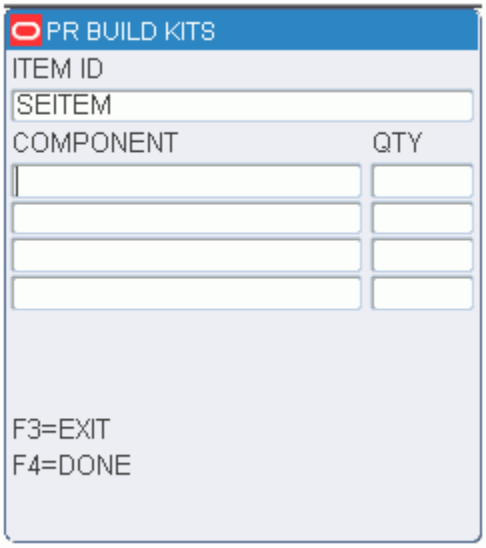
3. Press the F3 (Exit) key to close the Item ID screen.

Assemble a Kit

1. On the Build Kits screen, select the kit item that you want to assemble
2. Press the F5 (Build) key. The Master Item ID screen displays the quantity of each component item required to build the kit.

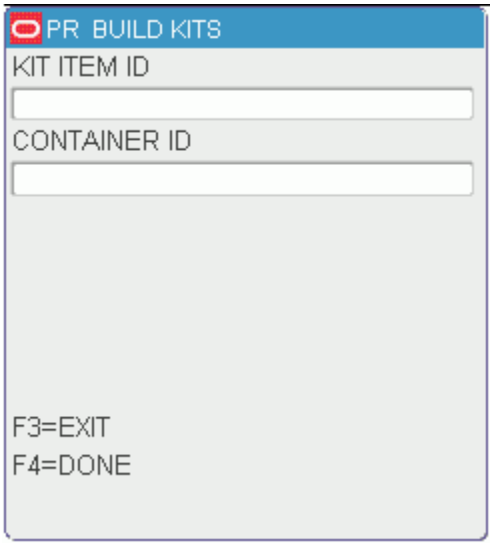
> **Note:** The program verifies that the component items are available. If the items are in the warehouse but being picked or in the process of being replenished by reorder point distribution, you are prompted that not enough items are available in inventory to assemble the kit.

Figure 6–4 Build Kits Screen



3. Press the F4 (Done) key when you have picked and assembled the component items. The Kit Packing screen opens.

Figure 6–5 Kit Packing Screen



4. Enter the ship kit containers. If you want to pack the components into separate cartons, scan each individual ship container.

   Note: The cartons are created upon scanning, if necessary. The kit item ID is added to the carton. Multiple ship containers will have the same kit item ID with an item quantity of 0. If the kit is built to replenish stock, the program creates an inventory container at the current WIP location.

5. Press the F4 (Done) key after entering the containers. You are returned to the Build Kits screen.

Disassemble Kits

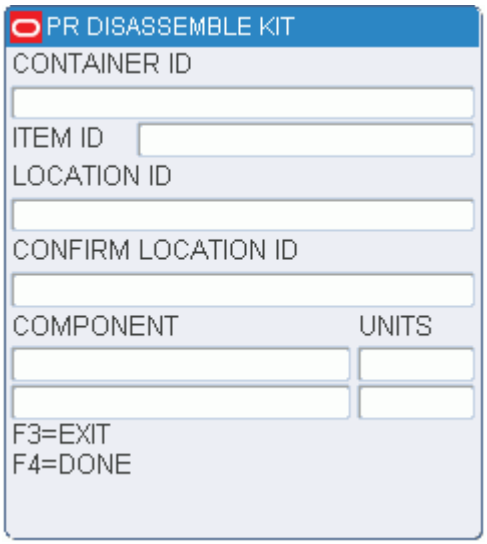
Use the Disassemble Kit screen to disassemble a master item into its individual component items.

Note:

- This process is only valid for inventory containers.
- The RWMS kitting (de-kitting) functionality is intended and designed to work with single cases (container_qty = 1), you cannot disassemble a pallet.

On the Main Menu screen, select Processing/Others. On the Processing Menu screen, select Disassemble Kit. The Disassemble Kit screen opens.

Figure 6–6 Disassemble Kit screen



1. On the Disassemble Kit screen, enter the ID of the shipping container that you want to disassemble. The component items of the kit are displayed.
2. Press the F4 (Done) key to complete the task.

Note: Once the breakdown is completed, inventory is adjusted to indicate the loss of a master item and a gain of the component items. The component items are automatically added to the Pick From Location inventory that is associated with the WIP code location.

Process WIPs

The Process WIP screen provides you with the minimal functionality necessary to process a container's WIP code.

Record WIP Code Activity

On the Main Menu screen, select Processing/Others. On the Processing Menu screen, select Process WIP. The Process WIP screen opens.

Figure 6–7 Process WIP RF screen

1. On the Process WIP screen, enter the container ID in the Container ID field. The next location and WIP code are displayed.

   Note: If the WIP code is currently in progress for a container, the location assigned to that specific code opens in the Next Loc field. Otherwise, the next WIP Code in sequence opens in the Next WIP field.

2. Press the F1 (Start) key to record the start time.
3. Press the F4 (Finish) key to record the end time.
4. When prompted to acknowledge the action, press the Enter key.

   Note: If the start time stamp is blank, pressing the F4 (Finish) key will set it along with the end time stamp.

Order Consolidation

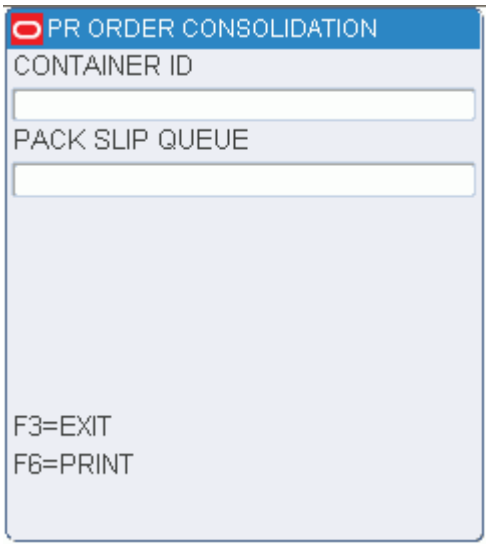
The Order Consolidation screen provides a concise method of consolidating nonchuteable or late-arriving items with an order that is already waved and picked. Consolidation of an order may need to occur if:

- Non-chuteable/high value items that are part of an inducted pack wave cannot be inducted into the sorter, due to physical limitations.
- Hot picks are created for an item for which the order is in the process of being packed
- Hot picks are created for an item for which the order is packed and staged.

You can also use the Order Consolidation screen in the packing area when a short tote is detected to determine if the shorted items have already been staged in the exception area, or if the outbound container itself needs to be staged in the exceptions area.

On the Main Menu, select Processing/Others. On the Processing Menu, select Order Consolidation. The Order Consolidation screen opens.

Figure 6–8 Order Consolidation screen



1. On the Order Consolidation screen, scan an outbound container or a tote that contains non-chuteable/high value merchandise or hot pick merchandise.
2. Press the F3 (Exit) key to exit the Order Consolidation screen.

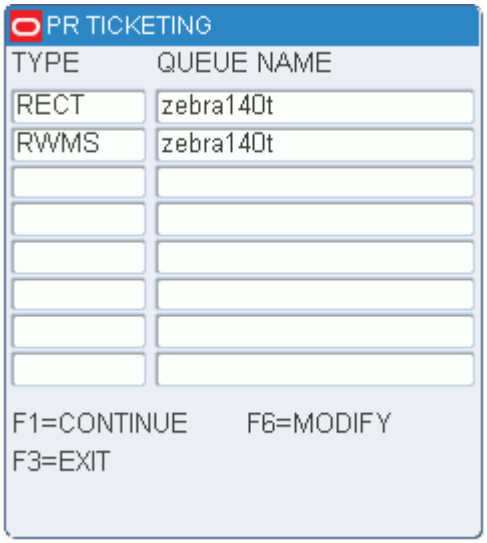
Ticketing

The Ticketing screen provides you with a hand-held terminal driven ticketing solution. You also have the option of overriding default printer queues associated with one or more ticket types through the Modify pop-up screen.

Check Ticket Queues

On the Main Menu screen, select Processing/Others. On the Processing Menu screen, select Ticketing. The Ticketing screen opens.

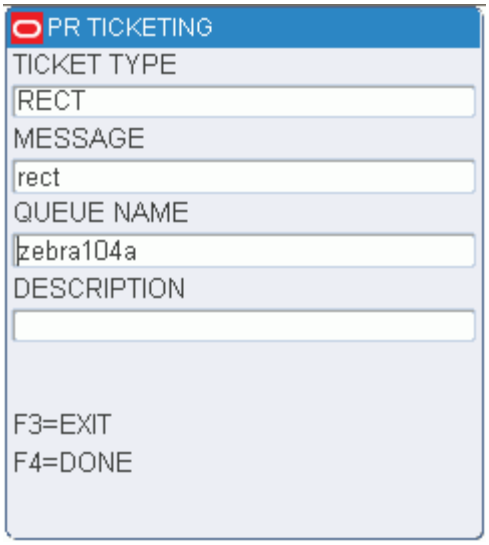
Figure 6–9 Ticketing RF screens



Modify Print Queues

1. On the Ticketing (Print Queue) screen, select the print queue that you want to modify.
2. Press the F6 (Modify) key. The Ticketing (Modify Print Queue) screen opens.

Figure 6–10 Ticketing (Print Queue and Modify Print Queue) RF screen



3. In the Queue Name field, enter the name of the desired print queue.
4. Press the F4 (Done) key.

Continue the Ticketing Process

1. On the Ticketing (Print Queue) screen, select the desired print queue.
2. Press the F1 (Continue) key. The Ticketing (Container) screen opens.

3. In the Container ID field, enter the ID of the container requiring tickets.

Figure 6–11 Ticketing (Container) RF screen

4. Repeat the previous step until all of the required containers have been entered.
5. If the ticketing WIP code has not been assigned to the container, or the items in the container have already been ticketed, you may receive the following confirmation:

Table 6–1 WIP message and actions

Message	WIP has not been assigned to the container. Do you wish to continue? Confirm Y/N.
Action	Enter **Y** and press the Enter key to confirm assigning the WIP Code.
Alternative Action	Enter N and press the Enter key to cancel assigning the WIP code.

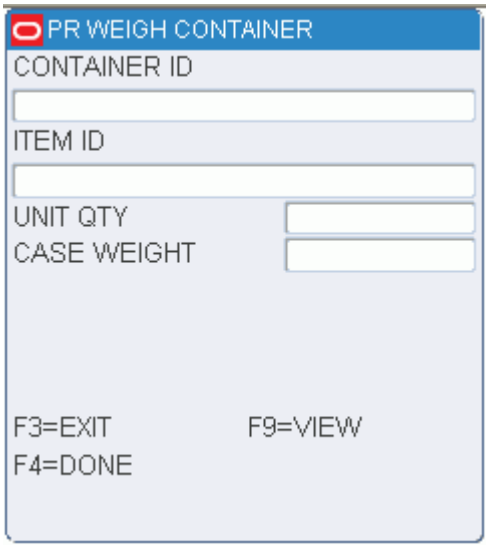
A trailer ticket is printed after the container's string of tickets has been printed. The User ID and Container ID are included on the trailer ticket. In some situations, a container can have more than one item ID, each of which can have a different ticket type. A trailer ticket for each ticket type is generated, each on the printer queue for that ticket type.

Weigh Containers

The Put To Store (PTS) Close Container process, the PPS download and the UPS upload programs apply the weigh WIP code to containers coming out of the unit pick system that contain catch weight items. The Weigh Container screen allows the user to process the weigh WIP code.

On the Main Menu screen, select Processing/Others. On the Processing Menu screen, select Weigh Container. The Weigh Container screen opens.

Figure 6–12 Weigh Container RF screen



1. On the Weigh Container screen, enter the ID of the container to be weighed in the Container ID field.

Note: If the weigh WIP code has not been assigned to the container, you receive the following confirmation message:

Table 6–2 WIP message

Message	WIP has not been assigned to the container. Do you wish to continue? Confirm Y/N.
Action	Enter Y and press the Enter key to confirm assigning the WIP Code.
Alternative Action	Enter N and press the Enter key to cancel assigning the WIP code.

2. Press the F9 (View) key to check the container item list. The items that require a catch weight are displayed on the Item ID screen.
3. Select the item that you want to process.
4. Press the F4 (Done) key. The item ID and unit quantity are automatically filled in on the Weigh Container screen.
5. In the Weight field, enter the weight of the item.
6. Press the F4 (Done) key.

WIP Picking

The WIP Picking screen directs you to containers throughout the warehouse marked with a specified WIP code for the purpose of moving them to a staging area where a work order takes place.

On the Main Menu screen, select Processing/Others. On the Processing Menu screen, select WIP Picking. The WIP Picking screen opens.

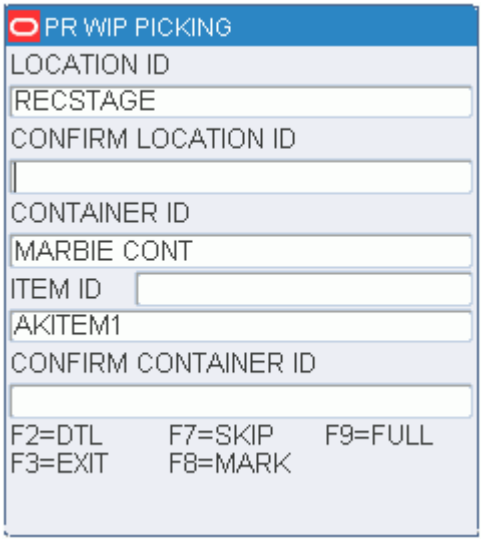
Figure 6–13 WIP Picking RF and TM screens

1. On the WIP Picking screen, enter a WIP code in the WIP Code field.

> **Note:** The specified WIP Code must be assigned as the current open WIP code for the container.

2. In the Pick Type field, enter **B** (Bulk) or **C** (Case) to indicate the type of pick.
3. If the Pick Type is Case, enter the container ID in the Container ID field.
4. In the Zone field, enter the zone number.
5. [Optional] In the Location ID field, enter the location ID.
6. Press the F4 (Start) key. The Confirm Location screen opens.

Figure 6–14 Confirm Location RF screen



7. To view the status of the WIP codes for the current location, press the F2 (Dtl) key. Each WIP code associated with the container at the current location is listed. The WIP code is either completed, Y (Yes), or not yet completed, N (No).

Figure 6–15 WIP Code Detail RF screen

8. Press the F3 (Exit) key to return to the Confirm Location screen.
9. In the Conf Loc field, enter the location ID to confirm the location.
10. In the Container ID field, enter the container ID to confirm the pick.

> **Note:** If the container is from a storage location, and the contents of the container are either completely or partially distributed but not yet picked, a warning message opens, notifying you that the container has been distributed.

11. Continue the picking process or skip to the next pick.

Skip a Pick

When prompted to scan a location ID and a container ID on the Confirm Location screen, you can choose to skip the current pick and move on to the next pick.

1. On the Confirm Location screen, enter the location ID in the Conf Loc field.
2. In the Container ID field, enter the container ID.
3. Press the F7 (Skip) key. Data for the next pick opens.
4. Continue with picking process or skip to the next pick.

Drop a Case Pick at a Staging Location

If, when you are performing a case pick operation, the pick-to container becomes full, you can indicate that the current pick-to container must be dropped off at a staging location.

1. On the Confirm Location screen, press the F9 (Full) key. The Complete WIP Pick screen opens.

Figure 6–16 Complete WIP Pick screen

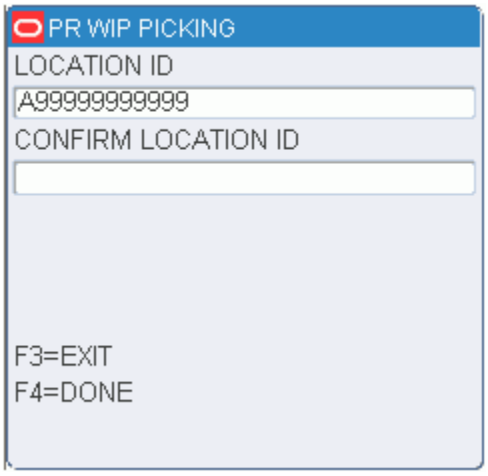
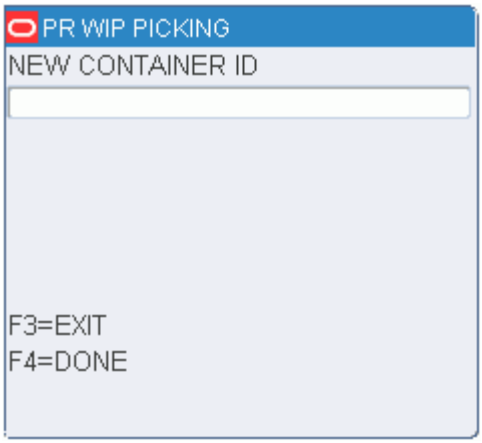


Figure 6–17 New Container ID RF screen



2. In the Confirm Loc field, enter the ID of the suggested or an alternative staging location.
3. Press the F4 (Done) key. The New Container ID screen opens.
4. In the New Container ID field, enter the ID of a new pick-to container.
5. Press the F4 (Done) key. You returned to the Confirm Location screen.

Complete a WIP Pick

Once you have completed a bulk pick or completed the last case pick in the zone, the picking operation is finished.

1. Press the F4 (Done) key. The Complete WIP Pick screen opens.
2. In the Confirm Loc field, enter the ID of the suggested or an alternative staging location.
3. Press the F4 (Done) key. The WIP Picking screen opens.

7

Receiving

The receiving module covers the following tasks:

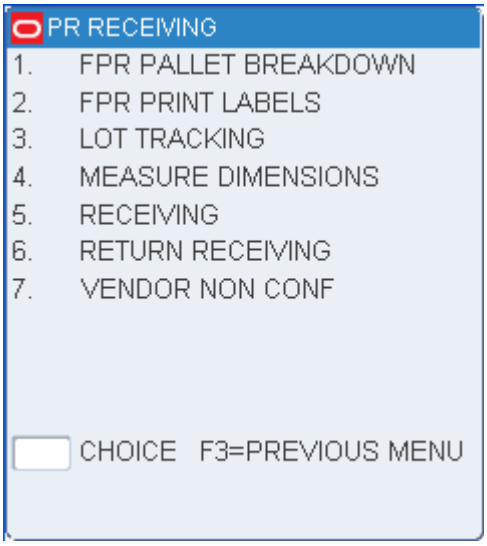
- FPR Pallet Breakdown
- FPR Print Labels
- Lot Tracking
- Measure Dimensions
- Receiving Appointments
- Return Receiving
- Vendor Non Conformance

The Receiving option lets you: open appointments and receive merchandise, scan merchandise using bar code labels and RF devices, perform quality control, mark merchandise or appointments for trouble, reconcile appointments, close appointments, release trailers, build containers, track lot identification for dated merchandise, and process return receiving.

> **Note:** When a merchandise which is beyond the receive not after date is received, the system issues a warning message. You may choose to either continue receiving merchandise or not.

On the Main menu, select Receiving, the Receiving Menu screen opens.

Figure 7–1 Receiving Main Menu



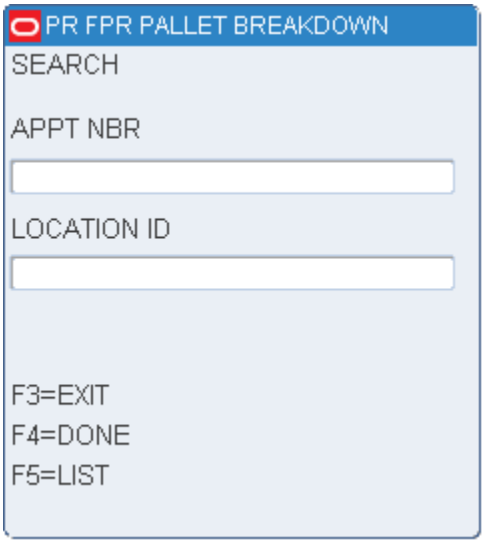
FPR Pallet Breakdown

The FPR Pallet Breakdown screen is used when you have closed an FPR appointment and have chosen to perform pallet breakdown post receipt using generic labels..

Breakdown Pallets

On the Main Menu screen, select Receiving. On the Receiving Menu screen, select FPR Pallet Breakdown. The FPR Pallet Breakdown screen opens.

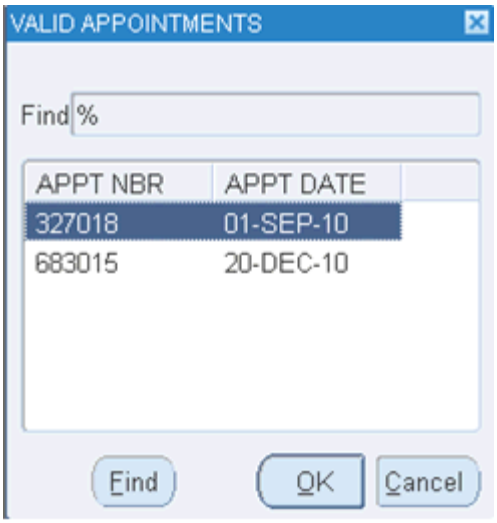
Figure 7–2 FPR Pallet Breakdown screen



1. Enter the appointment number if known.

   If you want the system to direct you to appointments that require breakdown press F5 (List) key. The Valid Appointment screen opens showing all appointments requiring breakdown in appointment date order.

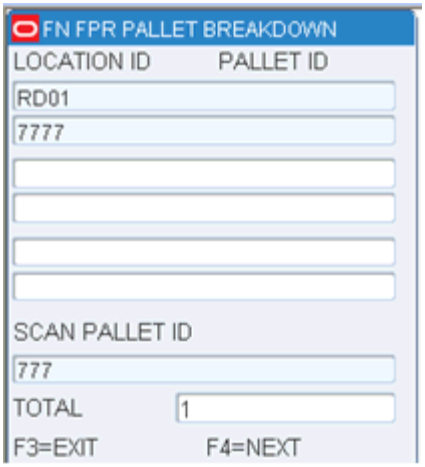
Figure 7–3 Valid Appointments



2. If you do not know the appointment number, enter a valid door location in the Location ID field.
3. Press the F3 (Exit) to return to the Receiving screen.
4. Press the F4 (Done) to process pallet breakdown. Refer the Pallet Breakdown (Generic) for more information to move to the processing screen.

The FPR Pallet Breakdown screen now opens displaying the pallets on that appointment that require breakdown.

Figure 7–4 FPR Pallet Breakdown

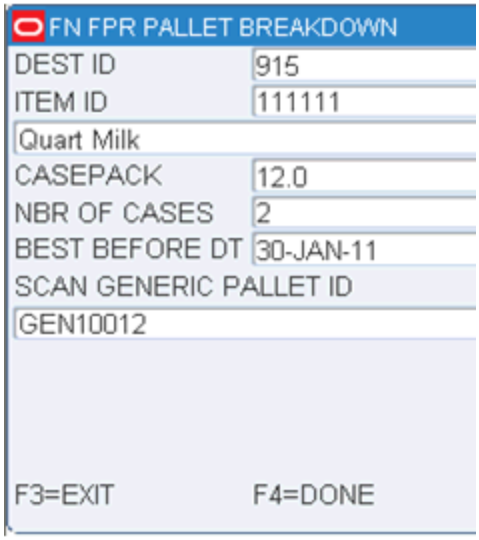


1. To start the breakdown process scan the physical pallet you want to process and press the F4 (Next) key.The system displays the pallet and how the pallet must be broken down. The RF screen shows the PO Number, destination ID, product description, casepack, and case qty for each sub-pallet that must be created.

Figure 7–5 FPR Pallet Breakdown (Details)

2. Place the cursor on the part of the pallet that will be broken off first and then press the Enter key.

Figure 7–6 FPR Pallet Breakdown (Confirm)



3. Enter the number of cases required for a specific destination on a new physical pallet in the Nbr of Cases field and assign a new generic sub-pallet. Press the F4 (Done) key to confirm the new pallet.
4. Repeat step 3 until all of the sub-pallets are created and the system indicates that the original pallet is deleted.

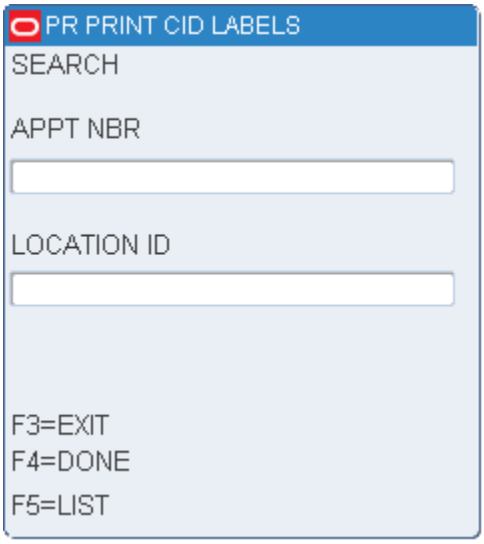
FPR Print Labels

The FPR Print Labels screen is used when you want to close an FPR Appointment prior to printing labels.

Print Labels

On the Main Menu screen, select Receiving. On the Receiving Menu screen, select FPR Print Labels. The Print CID Labels screen opens.

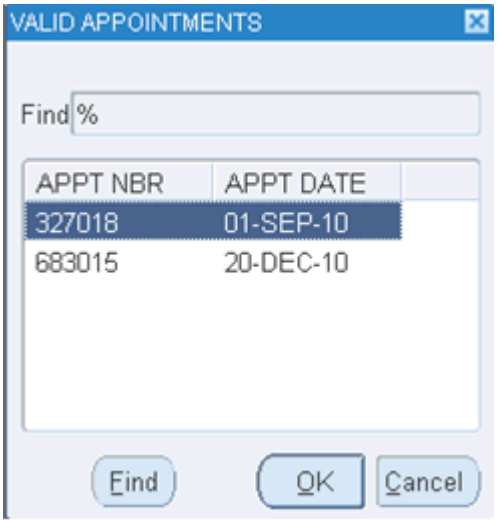
Figure 7–7 Print CID Labels screen



1. Enter the appointment number if known.

   If you want the system to direct you to appointments that require breakdown press the F5 (List) key. The Valid Appointment screen opens showing all appointments requiring breakdown in appointment date order.

Figure 7–8 Valid Appointments



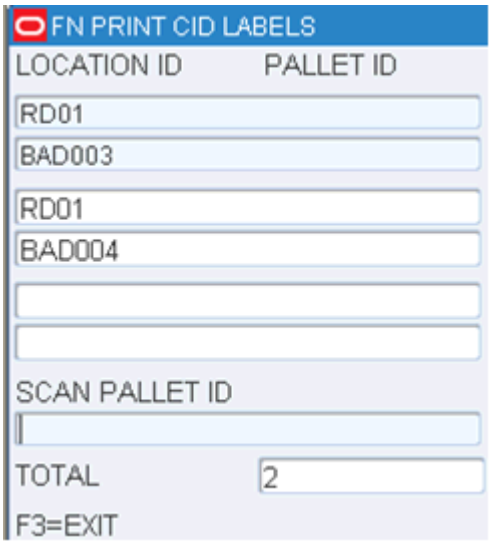
2. If you do not know the appointment number, enter a valid door location in the Location ID field to search for the appropriate appointment number.
3. Press the F3 (Exit) to return to the Receiving screen.

4. Press the F4 (Done) to process pallet breakdown. Refer the Pallet Breakdown (Generic) for more information to move to the processing screen.

The Print CID Labels detail screen allows you to select your printer and indicates how many pallets must be printed for the appointment.

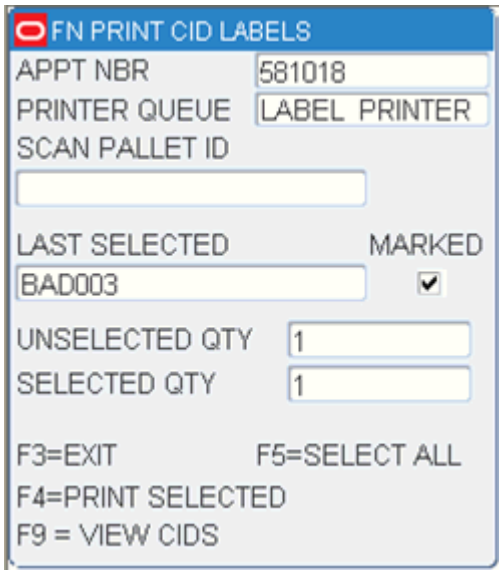
1. To view the pallets that require printing press the F9 (View CIDS) key from the home screen.

Figure 7–9 Print CID Labels (Details)



The View CID screen shows the Location and Pallet ID for all pallets that require printing. Scan the physical pallet to select the pallet for printing. You can scan one or more pallets before requesting printing.

Figure 7–10 Print CID Labels (Confirm)



2. When you scan a pallet the Unselected Qty is reduced and the Selected Qty is increased. Once you have scanned all of the desired pallets, press the F4 (Print Selected) key.

   The system now generates the required labels for the pallets scanned.

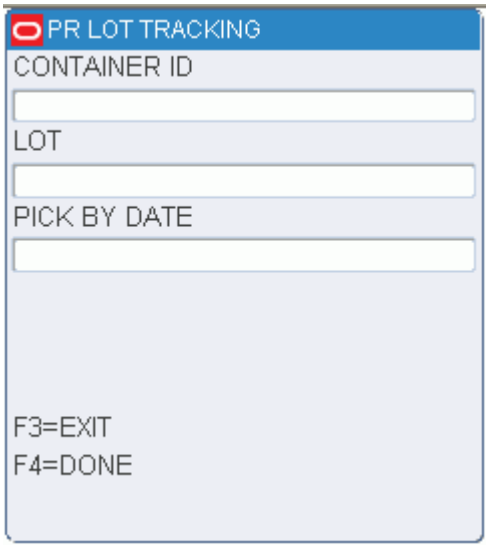
Lot Tracking

Incoming merchandise can have lot tracking information attached to it in order to provide access to manufacturers' lot codes and identification. This information is entered upon receipt of the item or it can be added later. Lot tracking provides expiration information and picking data, and makes tracking easier if a recall should occur.

Record a Lot Number

On the Main Menu screen, select Receiving. On the Receiving Menu screen, select Lot Tracking. The Lot Tracking screen opens.

Figure 7–11 Lot Tracking RF screen



Note: This screen can be also be accessed from the following screens: ASN UCC Receiving, Blind Receipt, NSC Receiving, PO Receiving, and Receiving.

1. On the Lot Tracking screen, enter the container ID in the Container ID field.
2. In the Lot field, scan or enter the lot number provided by the manufacturer.
3. [Optional] In the Pick By Date field, enter the date that the item needs to be picked by.
4. Press the F4 (Done) key.
5. When prompted to acknowledge the action, press the Enter key.

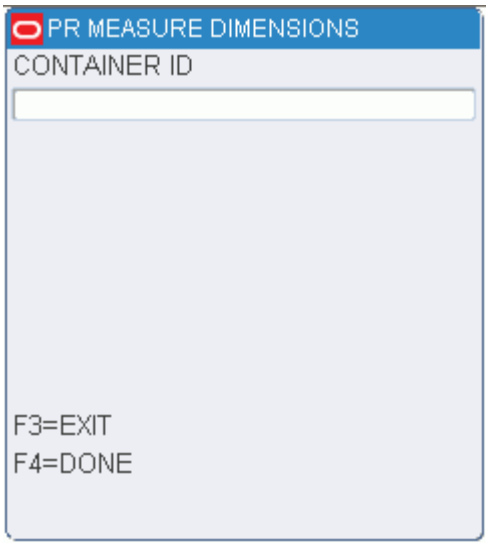
Measure Dimensions

The Measure Dimensions screen allows you to review and update the dimensions of a received item or case. If a master container is entered, you will cycle through each child container and the unique SKUs found in the container.

Measure an Item or Case

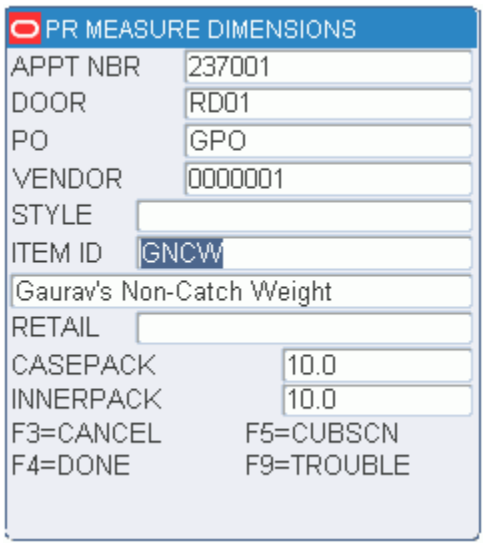
On the Main Menu screen, select Receiving. On the Receiving Menu screen, select Measure Dimensions. The Measure Dimension screen opens.

Figure 7–12 Measure Dimension Container prompt for RF, WR, and TM screens



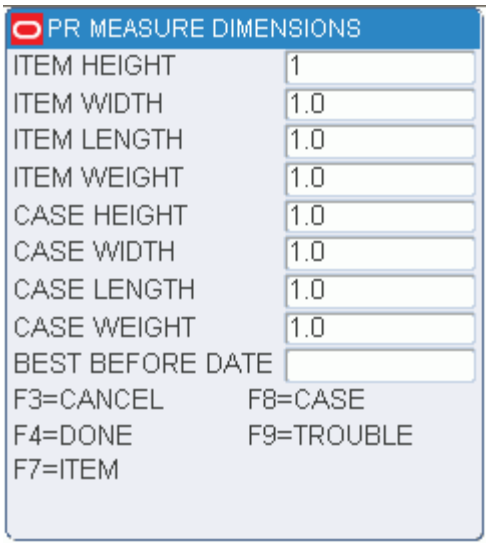
Note: If you access the Measure Dimension screen from the Receiving menu, you are prompted to enter the ID of the container. When accessed from the ASN UCC Receiving screen, the container is already known.

Figure 7–13 Measure Dimension for RF, WR and TM screen



1. If prompted for a container, scan the container ID in the Container ID field. The main Measure Dimension screen opens.
2. [Optional] To use a CUBSCN:
   a. Press the F5 (Cubscn) key. The Cubiscans Available screen displays all known cubiscan devices.
   b. Select the desired device.
   c. Press the F4 (Done) key. The selected device opens in the Selected field.
   d. Press the F3 (Cancel) key to return to the main Measure Dimension screen. The dimensions of the item and its container are displayed on the Measure Dimensions screen.

Figure 7–14 Measure Dimensions (item and case) RF screen



3. Edit the dimensions as necessary. If you selected a Cubiscan device, you may want to edit the dimensions returned from the selected device:

- Press the F7 (Item) key to view and then edit the item dimensions from the selected Cubiscan device.
- Press the F8 (Case) key to view and then edit the case dimensions from the selected Cubiscan device.

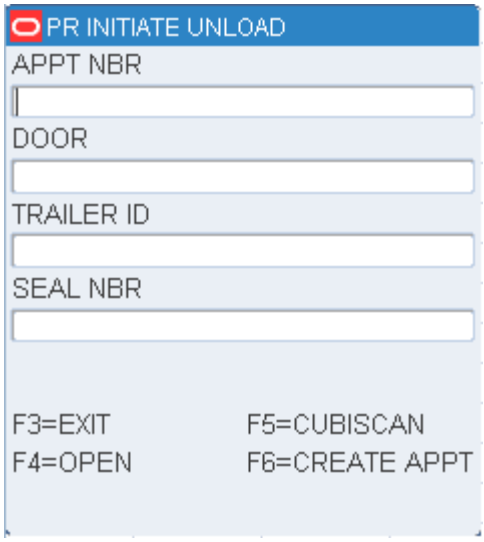
4. To apply trouble codes to the container, press the F9 (Trouble) key. Refer to the Mark Troubled Merchandise section for additional information.
5. Press the F4 (Done) key to clear the screen in order to check another container.

Receiving Appointments

The RF receiving screen allows you to open and receive all types of appointments created in RWMS. When the appointment number is entered the system recognizes the type of appointment being received and then calls the appropriate supporting screens.

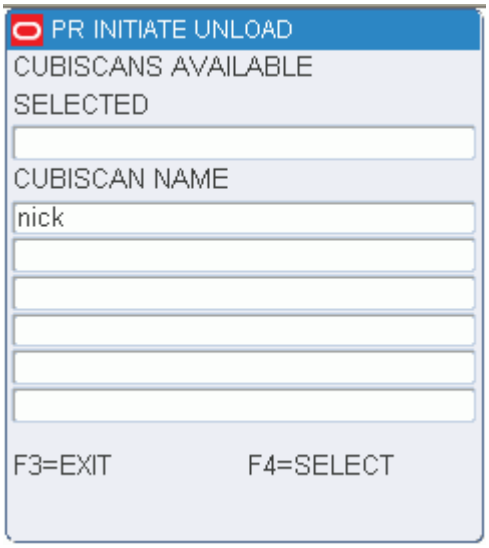
On the Main Menu screen, select Receiving. The Receiving Menu screen opens. On the Receiving Menu screen, select Receiving. The Initiate Unload screen opens.

Figure 7–15 RF Initiate Unload



1. In the Appt Nbr field, enter an appointment number.
2. In the Door field, enter the ID of the receiving door.
3. [Optional] In the Trailer ID field, enter the ID of the incoming trailer.
4. [Optional] In the Seal Nbr field, enter the seal number.
5. [Optional] To use a Cubiscan device while receiving:
   a. Press the F5 (Cubiscan) key. The Cubiscans Available screen displays all known Cubiscan devices.

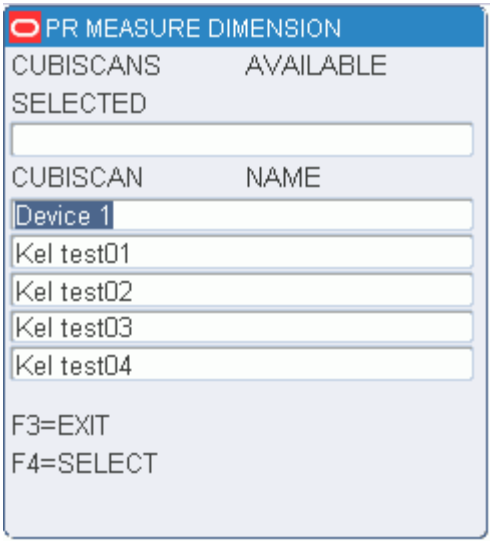
Figure 7–16 Cubiscans Available for RF, WR and TM screens



b. Select the desired device.

c. Press the F4 (Select) key. The selected device opens in the Selected field.

Figure 7–17 Select Cubiscans Available for RF, WR and TM screens



d. Press the F3 (Exit) key to return to the Initiate Unload screen.

6. To receive shipments without prior appointments (Blind Receipts), press the F6 (Create Appt) key. The Create Blind Appt screen opens.

Note: This option is enabled only if the REC_BLIND_ALLOWED attribute must be associated with both the FPR process and your user id

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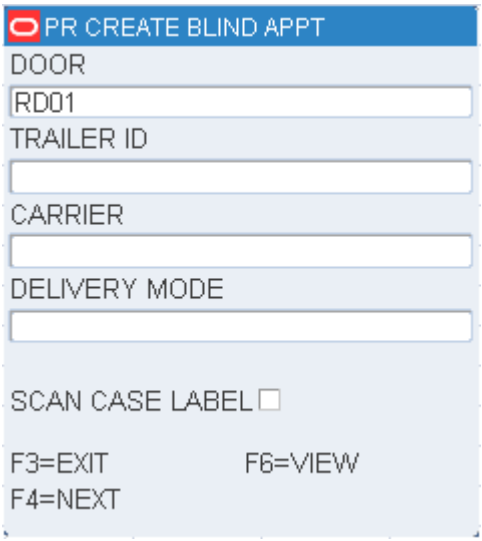
Figure 7–18 Create Blind Appt screen



a. Scan or enter the door ID in the Door field.

b. Enter details in the other optional fields like Trailer ID, Carrier, Delivery Mode.

   Press the F6 (View) key to select values using LOV.

c. The Scan Case Label option is checked by default. You can override the selection and uncheck the option if necessary.

Note: Scan Case Label field is enabled if SCAN_CASE_LABEL attribute is associated with the FPR process.

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d. Press the F3 (Exit) screen to return to Initiate Unload screen.

e. Press the F4 (Next) key to create appointment details. Refer to Receive Appointments with Flexible Pallets section for more information.

7. Press the F4 (Open) key to open the appointment. Depending on the type of appointment, one of the following screens opens:

   - If an appointment is based on ASNs and all the containers are marked with UCC labels, the ASN UCC Receiving screen opens. Proceed to the Receive ASN Appointments By Container section.
   - If an appointment is based on ASNs and the ASNs are at the PO level, the PO Receiving screen opens. Proceed to the Receive ASN Appointments By PO section.
   - If an appointment is based on both container type and PO type ASNs, you can select which type to process first. Proceed to the Receive Appointments with Both Types of ASNs section.
   - If an appointment is not based on ASNs, but casepack and container quantities are known, the Receiving screen opens. Refer to the Receive Non-ASN Appointments section.
   - If an appointment is a PO receipt and the labeled receiving parameter is turned off, the Receiving (Generic) screen opens. Proceed to the Receive POs

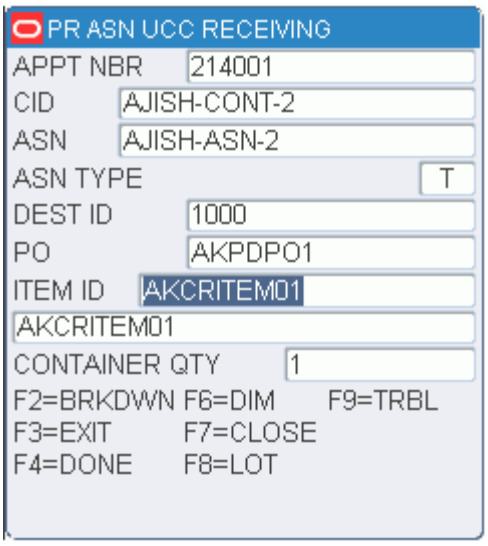
with Generic Labels section.

- If an appointment was scheduled for unknown casepack and container quantities, the NSC Receiving screen opens. Proceed to the Receive Non-Specified Casepack (NSC) Appointments section.
- If an appointment was scheduled using the Flexible Pallet Receiving workflow (with or without details), the Create Appt Detail screen opens. Proceed to the Receive Appointments with Flexible Pallets section.

Receive ASN Appointments By Container

1. On the Initiate Unload screen, enter an appointment number. If the appointment is based on container type or tare type ASNs, the ASN UCC Receiving screen opens.

Figure 7–19 ASN UCC Receiving RF, WR and TM screens



2. In the CID field, enter the UCC number.

> **Note:** After entering the container ID, the item number appears in the Item field. If the container is a pallet containing multiple item numbers, Multiple appears in the Item field. The number of containers on the pallet opens in the Container Qty field.

3. In the Container Qty field, enter the container quantity.
4. If a receipt weight or best before date are required, you are prompted to enter the required information. Enter the weight of the incoming container and the expiration date as necessary. Press the F4 (Done) key to save the information.
5. Press the F4 (Done) key to confirm receipt of the container.

> **Note:** Container level details are deleted from the ASN after each container is successfully received.

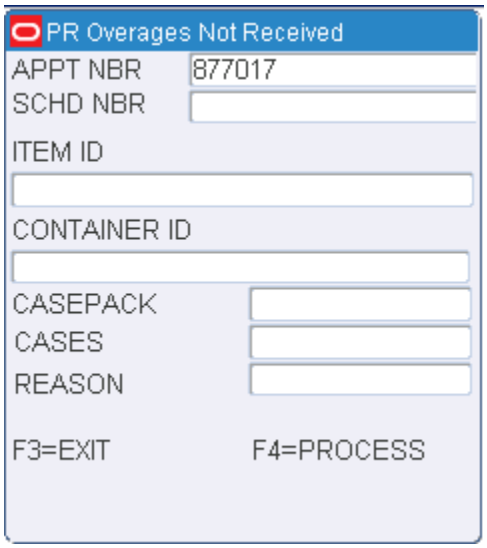
6. Perform any additional tasks as necessary:

- Press the F2 (Breakdown) key to split the contents of a container with multiple SKUs into multiple containers. Refer to the Break Down Pallets for ASN Appointments section for additional information.
- Press the F6 (Dimensions) key to view and update the dimensions of an item or case. Refer to the Measure Dimensions section for additional information.
- Press the F8 (Lot) key to record a lot number. Refer to the Lot Tracking section for additional information.
- Press the F9 (Trouble) key to mark a troubled container or appointment. Refer to the Mark Troubled Merchandise section for additional information.
- Press the F7 (Close) key to close the trailer. Refer to the Close Trailers section for additional information.

7. If there is any merchandise that is not part of the appointment, the Overages Not Received screen comes up which is used to manually enter the overage items in the system.

Note: Overages Not Received screen comes up only if the system control parameter *overage_entry_required* is set to Yes. If set to Yes, the Overages Not received screen appears when you close the appointment. You can either enter the overage details or opt to skip by exiting the screen.

Figure 7–20 Overages Not Received



Enter the following details:

- Schedule Number
- Item ID
- Container ID
- Casepack
- Cases
- Reason for overage

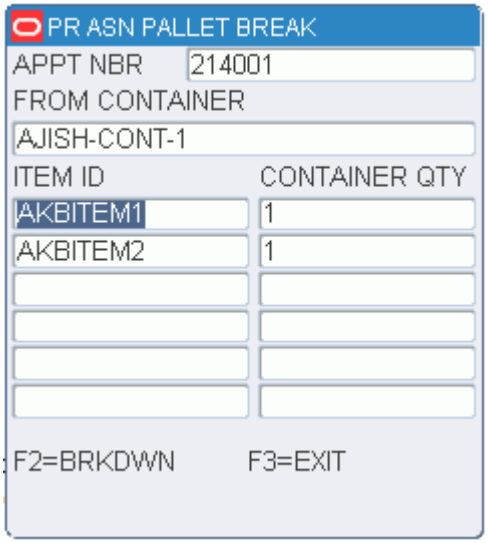
8. Select F4 to process the data or F3 to exit the screen.

Break Down Pallets for ASN Appointments

If the work Multiple appears in the Item field instead of an item number, you can choose to move cases to other pallets.

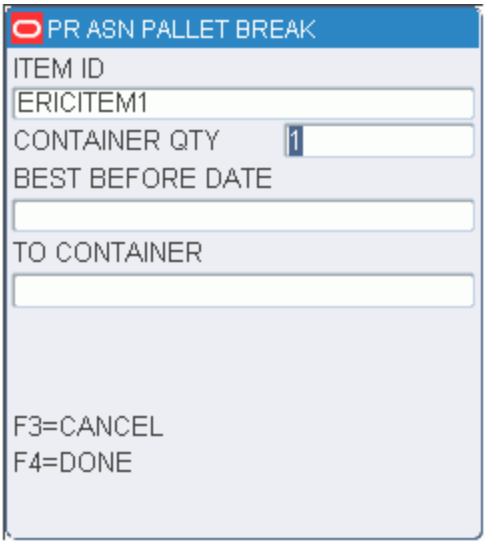
1. On the ASN UCC Receiving screen, press the F2 (Breakdown) key. The unique SKUs and number of cases of each are displayed on the ASN Pallet Break screen. You can scroll through the list of items if there are more than can be displayed on the screen at one time.

Figure 7–21 ASN Pallet Break main screen



2. Select the item to be placed on another pallet.
3. Press the F2 (Breakdown) key. The ASN Pallet Break popup screen opens.

Figure 7–22 ASN Pallet Break screen

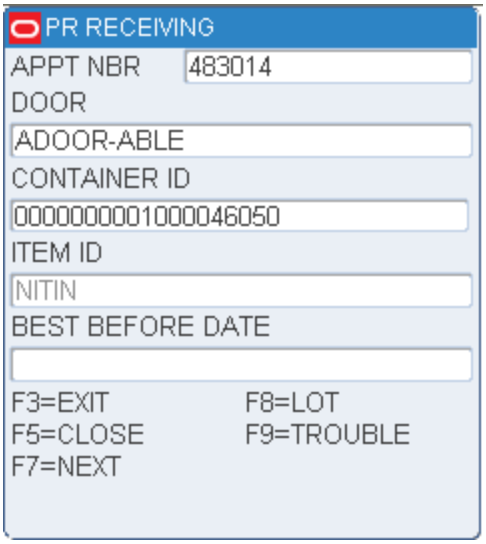


4. In the Container Qty field, enter the number of cases that were moved to another pallet.
5. In the To Container field, enter the ID of the pallet to which the cases were moved.
6. Press the F4 (Done) key. You are returned to the ASN Pallet Break main screen.
7. Continue to break down the pallet until only one or no SKUs remain.
8. When done with the current pallet, press the F3 (Exit) key to return to the ASN UCC Receiving screen.

Receive ASN Appointments By PO

1. On the Initiate Unload screen, enter an appointment number. If the appointment is based on purchase order type ASNs, the PO Receiving screen opens.

Figure 7–23 PO Receiving RF, WR, TM screens



2. In the PO field, enter the purchase order number.
3. In the Dest field, enter the ID of the destination for the merchandise.

> **Note:** You may be warned that the PO/destination combination is invalid. This may happen if the combination does not exist on a valid appointment. You may choose to create a blind receipt. Refer to the Receiving Appointments section for additional information.

4. In the Container ID field, enter the ID of the generic container.

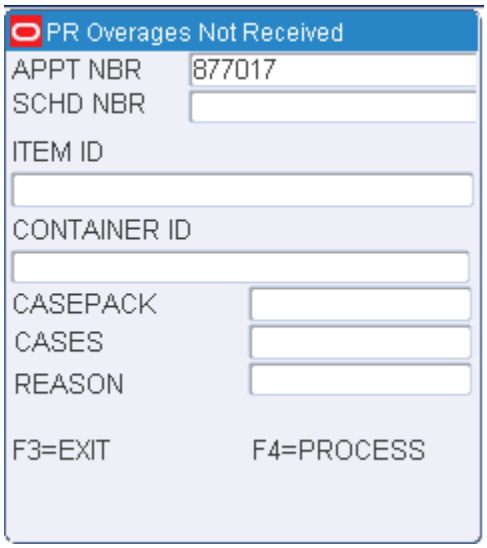
> **Note:** RWMS automatically marks the first ASN/PO/destination container received for quality audit if the vendor percent QA sampling is greater than zero.

5. If the dimensions of the container are required, you are prompted to enter the required information. Enter the length, width, and height of a case.
6. Press the F4 (Done) key to save the dimensions.

7. If there is any merchandise that is not part of the appointment, the Overage Not Received screen comes up when closing the appointment, which is used to manually enter the overage items in the system.

> **Note:** The Overage Not Received screen appears only if the system control parameter *overage_entry_reqd* is set to Yes. When set to Yes, the Overages Not received screen appears when you try to close the appointment. You can either enter the overage details or opt to skip by exiting the screen.
>
> If the parameter is set to No, the PO Receiving screen closes when the F7 button is selected.

Figure 7–24 Overages Not Received



Enter the following details:

- Schedule Number
- Item ID
- Container ID
- Casepack
- Cases
- Reason for overage

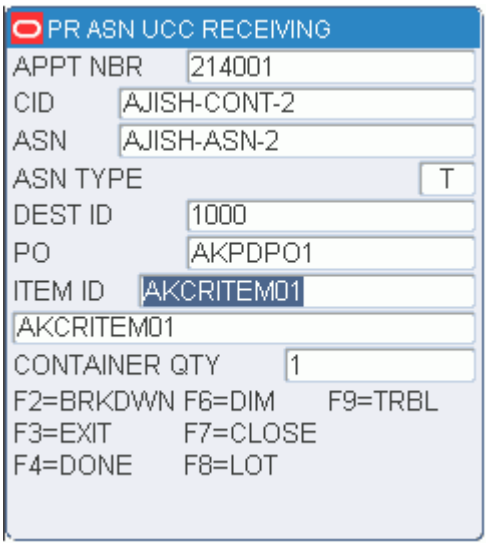
8. Select F4 to process the data or F3 to exit the screen.

Receive Appointments with Both Types of ASNs

An appointment may be based on both container type and PO type ASNs. You can choose which type of ASN you want to process first.

1. On the Initiate Unload screen, enter an appointment number. If the appointment contains both PO type and container type ASNs, an ASN menu opens.

Figure 7–25 ASN Menu RF, WR, and TM screens

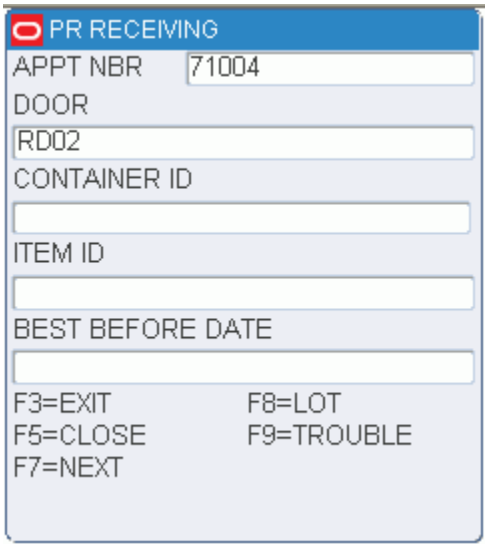


2. Enter the number of the desired option and press the Enter key:
   - Enter **1** to process a container type ASN. The ASN UCC Receiving screen opens. Refer to the Receive ASN Appointments By Container section for additional information.
   - Enter **2** to process a PO type ASN. The PO Receiving screen opens. Refer to the Receive ASN Appointments By PO section for additional information.

Receive Non-ASN Appointments

1. On the Initiate Unload screen, enter an appointment number. If the appointment is not based on ASNs, the Receiving (Container) screen opens.

Figure 7–26 Receiving (Container) RF, WR, TM screens



2. On the Receiving screen, enter the container ID in the Container ID field. Press the Enter key. Which screen appears next depends on the type of label.

- If the scanned label is for a master bulk container, you are prompted to enter the number of unlabeled containers associated with the master bulk container. Refer to the Check a Master Bulk Container section for instructions.
- If the scanned label is for the first line item on a purchase order, the Unload Check screen opens. Refer to the Check the First PO/Line Item section for instructions.
- If the scanned label has a UCC/EAN 128 flag, then you are prompted to enter the UCC/EAN 128 label.

3. When you are returned to the Receiving screen, you can continue the receiving process. Perform any additional tasks as necessary:
   - Press the F9 (Trouble) key to mark a troubled container or appointment. Refer to the Mark Troubled Merchandise section for additional information.
   - Press the F8 (Lot) key to record a lot number. Refer to the Lot Tracking section for additional information.
4. Press the F5 (Close) key when you are done receiving the appointment. You get the following message: Message alert: Not all containers received. Ready to scan unused labels?.
5. Enter "Y" to be taken to the Scan Unused Labels screen. Enter "N" if you want to continue receiving the containers.
6. After receiving all the containers, you are prompted to close the trailer. Refer to the Close Trailers section for additional information.

Receive POs with Generic Labels

The Receiving (Generic) screen opens when a PO appointment with no printed receiving package is opened through the Initiate Unload screen. Receiving labels are not printed when the system parameter, labeled_receiving, is set to N (No).

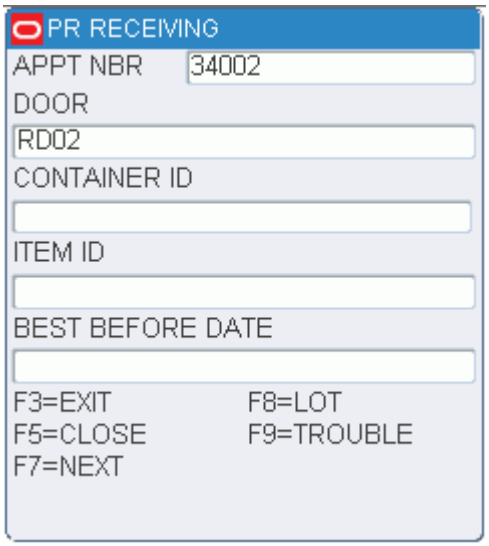
1. On the Initiate Unload screen, enter an appointment number. If the system does not use labeled receiving, the Receiving (Generic Label) screen opens.

Figure 7–27 Receiving (Generic) RF, WR, and TM screen

2. In the PO field, enter the purchase order number.

3. In the Item field, enter the ID of the PO/line item. The remaining fields are automatically filled in.
4. Press the F4 (Done) key to continue. The Receiving (Container) screen opens.

Figure 7–28 Receiving (Container) RF, WR, and TM screens



5. In the Container ID field, enter the generic label number for the container.
6. You may be prompted to enter a receipt weight and an expiration date. Enter the details in the appropriate fields.
7. Press the F4 (Done) key to continue.
   - If the scanned label is for a master bulk container, you are prompted to enter the number of unlabeled containers associated with the master bulk container. Refer to the Check a Master Bulk Container section for instructions.
   - If the scanned label is for the first line item on a purchase order, the Unload Check screen opens. Refer to the Check the First PO/Line Item section for instructions.
8. When you are returned to the Receiving screen, you can continue the receiving process.
9. Perform any additional tasks as necessary:
   - Press the F9 (Trouble) key to mark a troubled container or appointment. Refer to the Mark Troubled Merchandise section for additional information.
   - Press the F8 (Lot) key to record a lot number. Refer to the Lot Tracking section for additional information.
10. Press the F4 (Done) key when you are done receiving the appointment.

Check the First PO/Line Item

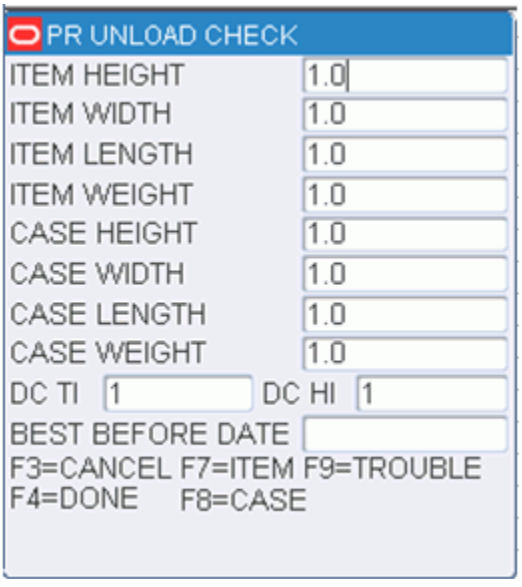
The Unload Check screen opens automatically when the first label from a PO/line item is scanned in order to complete the product verification. The product information must match the description of the PO/line item downloaded from the host.

Figure 7–29 Unload Check (Verification) RF, WR, TM screens

Note: Press the F9 (Trouble) key if there is trouble with the container or the appointment. Refer to the Mark Troubled Merchandise section for more information. Press the F3 (Cancel) key at any time to cancel the unloading of the item.

1. After verifying the item details on the Unload Check (Verification) screen, press the F4 (Done) key. The Unload Check (Dimensions) screen displays the dimensions of the item and case.

Figure 7–30 Unload Check (Dimensions) RF, WR, TM screens



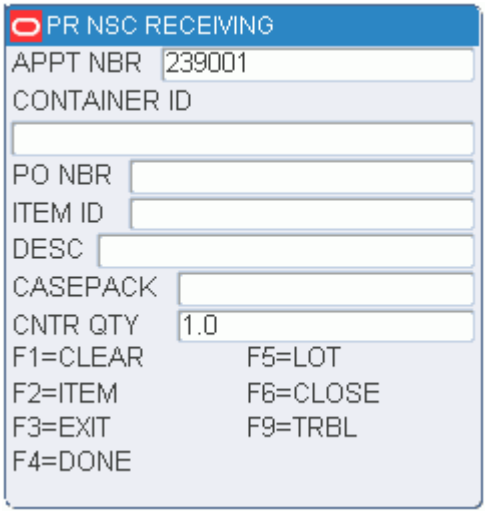
2. Edit the dimensions as necessary. If you selected a Cubiscan device from the Initiate Unload screen, you might want to edit the dimensions returned from the selected device:

3. Press the F7 (Item) key to view and then edit the item dimensions from the selected Cubiscan device.
   - Press the F8 (Case) key to view and then edit the case dimensions from the selected Cubiscan device.
4. Press the F4 (Done) key to save any changes and return to the previous screen.

Check a Master Bulk Container

The Bulk Container prompt opens automatically when the first label scanned is for a master bulk container. A master bulk container is usually a flow-loaded pallet that contains unlabeled cases.

Figure 7–31 Master Bulk Container prompt screen



1. In the Cntr Qty field, enter or edit the number of containers associated with the master bulk container.
2. Press the Enter key to return to the Receiving screen.

Receive Non-Specified Casepack (NSC) Appointments

The NSC Receiving screen allows you to receive allocated and unallocated merchandise even though casepack quantities were unknown when the appointment was scheduled. It is not possible to produce receiving labels for NSC appointments. These shipments must be labeled with generic labels or be pre-labeled by the vendor.

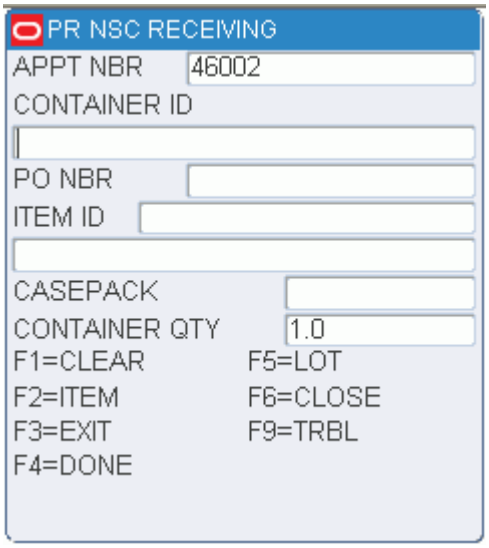
If there are any pre-distributions against incoming NSC containers, RWMS updates the container to reflect the outbound destination and changes its status to Distributed (D). If no pre-distributions exist for the container, RWMS determines whether the container is to be sent to Quality Assurance (QA) or Vendor Audit (VA).

Initial detection of a PO/Item or PO/Style combination causes RWMS to apply the WIP code for First Carton Seen to the container and displays a message to the user. This WIP code is defined in the system parameters and is always the first WIP code to be processed. The QA, VA, or First Carton Seen WIP codes may all be applied to the same container.

Receive NSC Appointments

1. On the Initiate Unload screen, enter an NSC type appointment number. The NSC Receiving screen opens.

Figure 7–32 NSC Receiving screen



2. In the Appt Nbr field, enter the appointment number, or press the F2 keys to view a list of NSC type of appointments. Select the desired appointment and press the Enter key.
3. If the item is set up to use UCC/EAN 128 labels, then you are prompted to scan the UCC/EAN 128 label. This label will include data such as the UPC and best before date (for perishable items).
4. In the Container ID field, enter/scan the number on the generic label.
5. In the PO Nbr field, enter the purchase order number, or press the F4 keys to view a list of purchase orders. Select the desired purchase order and press the Enter key.

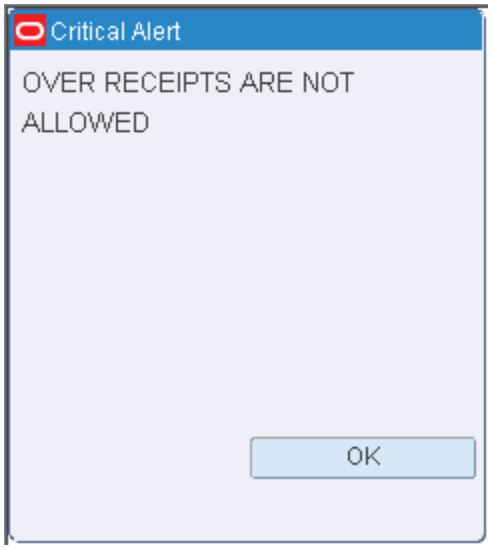
> **Note:** If you press the F1 (Clear) key, all fields are cleared except the Appt Nbr field. Press the F1 (Clear) key again to clear the Appt Nbr field.

6. In the Item field, enter the Item ID or press the F2 keys to view a list of items. Select the desired item and press the Enter key.

> **Note:** If there is only a single SKU, the item ID is automatically filled in.

7. In the Casepack field, enter or edit the casepack quantity for the current container.
8. In the Container Qty field, edit the container quantity as necessary. The calculated unit quantity must match the scheduled quantity. If you enter more than the scheduled quantity, a warning message is displayed.

Figure 7–33 Receiving Warning Message



You cannot proceed with the receiving until the calculated unit quantity matches the scheduled quantity.

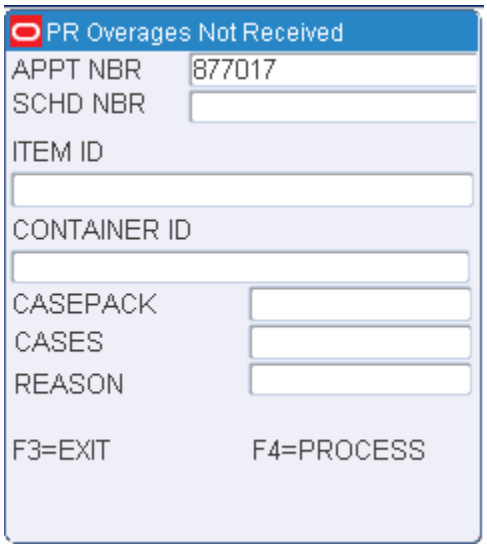
9. Perform any additional tasks as necessary:
   - To record a lot number, press the F5 (Lot) key. Refer to the Lot Tracking section for additional information.
   - To apply trouble codes to the container or appointment, press the F9 (Trouble) key. Refer to the Mark Troubled Merchandise section for additional information.
   - If this is the first container for an appointment/PO/item, press the F8 (First) key to validate the contents and provide additional details. Refer to the Check the First PO/Line Item section for additional information.
10. Press the F4 (Done) key to process the container.
    - When the container is successfully received, only the Container ID field is cleared. You can continue to the next container.
    - If the newly-entered container contains multiple SKUs, press the F2 (Item) key. The Container ID field is repopulated with the previous Container ID and the Item ID field is cleared. Enter the new Item ID and press the F4 (Done) key to process.

    Note: When you receive a mixed-SKU container, the WIP code defined for MIXED_SKU in the System Parameters is applied to the container, unless the container is to be cross-docked.

11. If there is any merchandise that is not part of the appointment, the Overage Not Received screen comes up which is used to manually enter the overage items in the system.

Note: Overages Not Received screen comes up only if the system control parameter overage entry required is set to Yes. If set to Yes, the Overages Not received screen appears when you try to close the receiving. You can either enter the overage details or opt to skip by exiting the screen.

Figure 7–34 Overages Not Received



Enter the following details:

- Schedule Number
- Item ID
- Container ID
- Casepack
- Cases
- Reason for overage

12. Select F4 to process the data or F3 to exit the screen.
13. When you have received all containers for the current appointment, press the F6 (Close) key to close the appointment. Refer to the Close Trailers section for additional information.

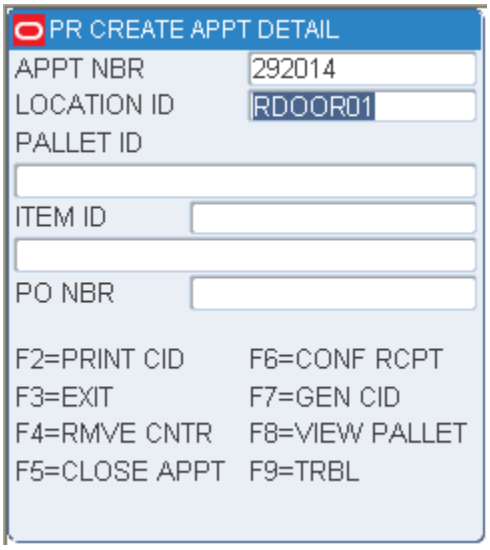
Note: NSC Receiving is the only type of receiving in RWMS in which you may over-receive for an appointment. If an over-receipt is detected, you receive a warning and may continue to receive. If receiving is automated, no message opens.

Receive Appointments with Flexible Pallets

Flexible Pallet Receiving allows you to receive merchandise on pallets and re-organize them based on the final destination and actual quantities received.

1. On the Initiate Unload screen, enter an appointment number. If an appointment is of type FPR (with or without details), the Create Appt Detail screen opens.

Figure 7–35 Create Appt Detail screen



2. The Appt Nbr and Location ID fields are populated automatically. You cannot change the Appt Nbr value, but you can change the value in Location ID field.

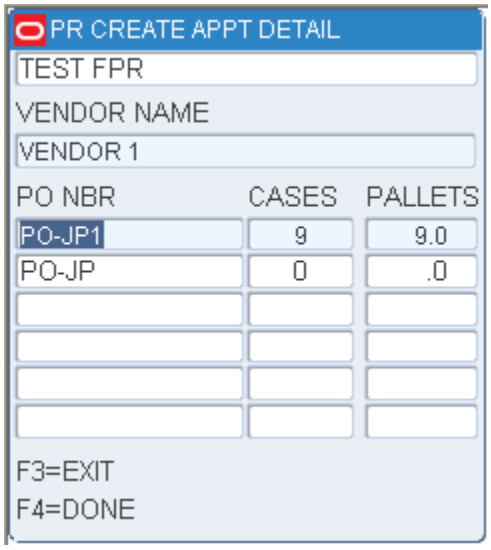
   Note: If you change the value in Location ID field, the system uses the new location ID as the current location of the new generic pallet ID.

3. Scan the generic pallet ID in the Pallet ID field. If the generic labels are not available, you can print them. Press the F7 (Gen CID) key to print the Pallet labels. Refer to the Generate CID section for additional information. If you need to generate some generic pallet IDs press the F7 (Gen CID) key. In the screen that opens, enter or scan your print queue, enter the number of labels to print, and press F6 key to print.
4. In the Item ID field, scan the UPC or EAN 128 label or Item ID to identify the item.
5. If the item belongs to a single PO, then the PO number is automatically populated in the PO Nbr field.

   Note: You must manually enter the PO number for a blind appointment.

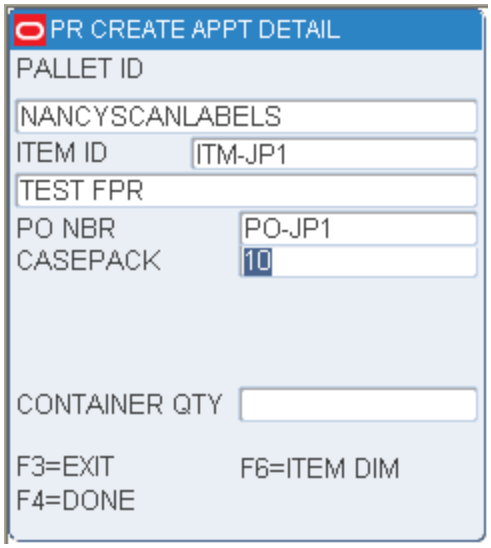
   If the item belongs to multiple POs, then the Create Appt Details screen opens listing all the POs.

Figure 7–36 Create Appt Detail screen (Multiple POs)



Select the PO number from the list and press the F4 (Done) key. The Create Appt Detail screen opens.

Figure 7–37 Create Appt Detail screen (Item Detail)

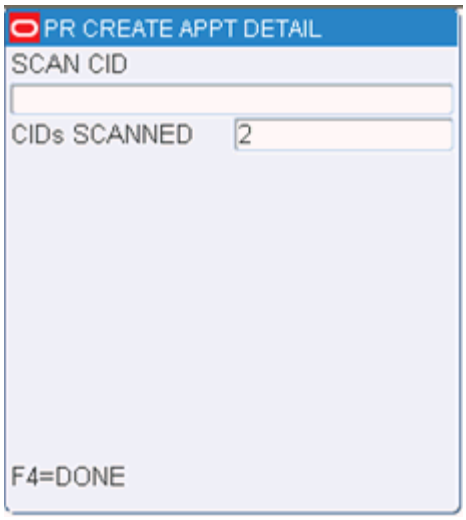


a. Confirm the casepack or enter a new casepack if necessary. For perishable items, the Best Before Date field is displayed and a valid date must be entered to continue processing.

b. Enter the container quantity found on the pallet in the Container Qty field and press F4 (Done) key to continue processing.

c. If the Scan Case Label option is checked the F7 (Scan Case) option is enabled on this screen. Press the F7 (Scan Case) key to scan individual case labels. The Create Appt Detail screen opens.

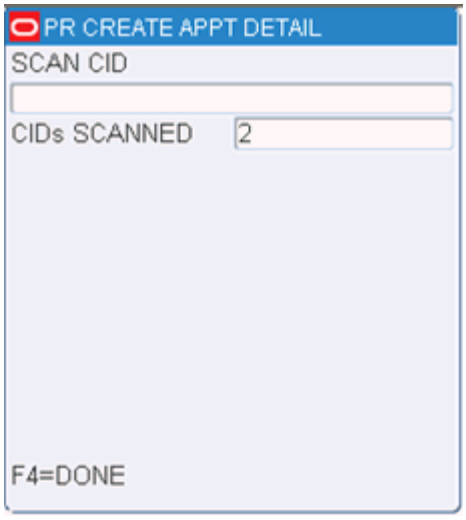
Figure 7–38 Create Appt Detail screen (Scan CID)



Scan the CID values. The CIDs Scanned field indicates the total number of cases scanned. Press the F4 (Done) key to return to the Create Appt Detail (Item Detail) screen.

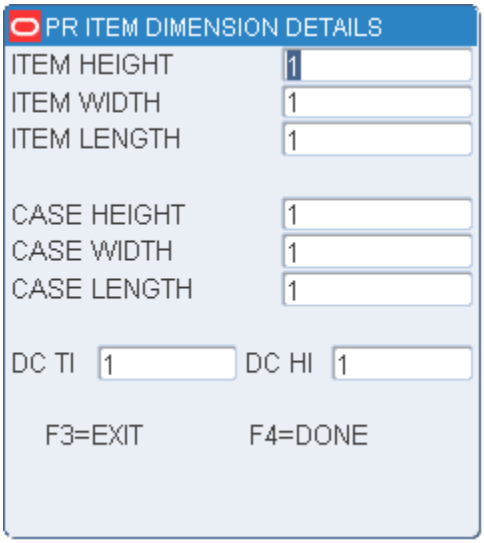
d. For catch weight items (container weight attribute applied), you must enter the weight of the container/pallet. If a receiving tolerance has been assigned to the item the system displays warnings if the container weight entered exceeds the tolerance.

Figure 7–39 Capture Attribute screen



e. Press the F6 (Item Dim) key. The Item Dimension Details screen opens.

Figure 7–40 Item Dimension Details screen



f. Confirm or enter the item/case dimensions and DC TI/HI.

g. Press the F3 (Exit) key to return without updating the dimension details.

h. Press the F4 (Done) to process any changes and to return to the Create Appt Detail screen.

6. Perform any additional tasks as necessary:

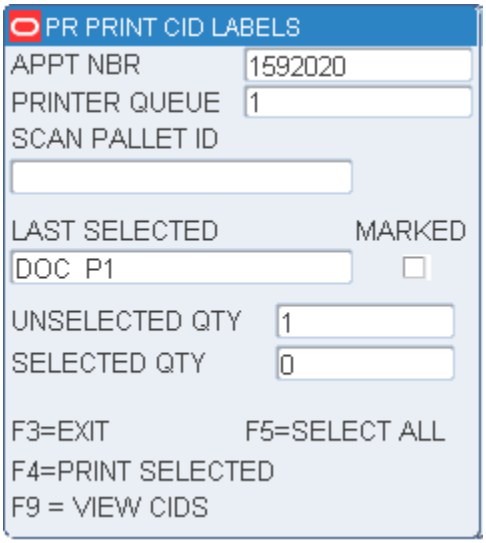
- Press the F2 (Print CID) key to print labels for pallets. Refer to the Print Pallet Label (Pre-printed) section for additional information.
- Press the F6 (Conf Rcpt) key to confirm the pallets received. Refer to the Confirm Receipts section for additional information.
- Press the F7 (Gen CID) key to create and print the pallet ID or container ID. Refer to the Generate CID section for additional information.
- Press the F4 (Rmve Cntr) key to remove cartons from pallet. Refer to the Remove Cartons section for additional information.
- Press the F8 (View Pallet) key to view pallet details before confirming the receipt. Refer to the View Unconfirmed Pallets section for additional information.
- Press the F9 (Trbl) key to mark a troubled pallet during the receiving process. Refer to the Mark Troubled Merchandise section for additional information.
- Press the F5 (Close Appt) key to close the trailer once the receipt confirmation is complete for the appointment. Refer to the Close Trailers section for additional information.

Print Pallet Label (Pre-printed)

The labels for the pallets can be printed either during or after the receiving process but before transport. The generic pallet ID's must be confirmed (received) for the F2- Print key is enabled.

1. On the Create Appt Detail screen, press the F2 (Print CID) key. If the appointment is for pre-printed labels, the Print CID Labels screen opens.

Figure 7–41 Print CID Labels screen



Note: The same screen opens when you press the F5 (Confirm/Print) key from the Process Pallets - Confirm screen. Refer to the Confirm Receipts section for additional information.

Refer to the Print Pallet Label (Pre-printed) section for information on generic label print process.

2. The appointment number is automatically populated by the system in the Appt Nbr field and you cannot to override it.
3. The Printer Queue field is populated with the printer associated with your user id. If no printer is associated with your user id, you must enter the value for Printer Queue field manually.
4. To print labels for specific pallets, scan the pallet id in the Scan Pallet Id field.

Note: You can scan only those pallets which are received/confirmed but not printed and are part of the current appointment. An error message is displayed if the pallet label is already printed.

5. The Last Selected field displays the last valid pallet scanned. The Marked checkbox is checked to indicate that the pallet is marked for label printing.

   To remove a pallet from a group, scan the pallet id that is previously scanned, again in the Scan Pallet Id field. The pallet id thus scanned is displayed in the Last Selected field and the Marked checkbox is unchecked.
6. The Unselected Qty field displays the total number of pallet labels yet to be printed for an appointment.

Note: Scanning a pallet id does not change the value displayed in the Unselected Qty field as these scanned pallets are still not printed in the system. However, when the screen is refreshed, the value in this field may change as some of the labels may be printed by other users.

7. The Selected Qty field displays the number of pallets scanned and marked for printing.
8. To print labels for all the confirmed pallets, press the F5 (Select All) key. The Selected Qty field is updated to represent all the confirmed pallets for which labels must be printed in the appointment.

   Note: You cannot scan any pallet id in the Scan Pallet Id field once this option is selected.

9. Press the F4 (Print Selected) key to print labels for the selected pallets.

   Labels are printed for every confirmed pallet selected. If a pallet is associated with a sub-pallet, the sub-pallet labels are also printed.

   You can also skip printing labels for pallets based on the values set in the following attributes:

   - FPR_SKIP_LABEL_STOCK: If the attribute is set, the system does not print labels if the receiving label is a pallet label (and not a sub-pallet label) going to storage.
   - FPR_SKIP_LABEL_CASE_PTS: If the attribute is set, the system does not print labels if the receiving label is a pallet label (and not a sub-pallet label) going to case put to stor.

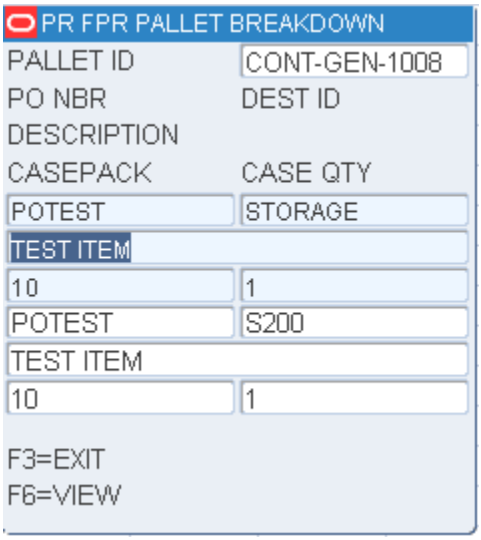
   Note: If you press the F5 (Select All) key, all the pallets are selected for printing labels irrespective of the value set in the attributes.

Pallet Breakdown (Generic)

The F2 (Breakdown) key is displayed when the Labeled Flag parameter is set to N for FPR appointments. In this situation the system does not print labels. You must apply generic sub-pallets for any pallets requiring breakdown.

1. On the Create Appt Detail screen, press the F2 (Print CID) key. If the appointment is for generic labels, the FPR Pallet Breakdown screen opens to break down the pallets and assign generic CID.

Figure 7–42 FPR Pallet Breakdown screen



2. Scan the pallet ID in the Pallet ID field.

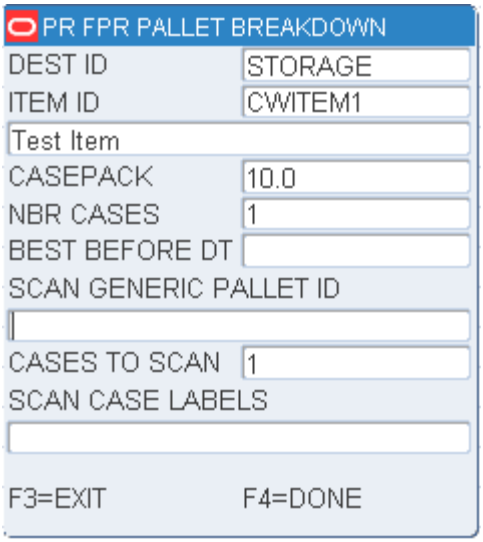
   The details such as PO number, destination ID, description, casepack, number of cases are shown for the scanned pallet ID.

   If the same item belongs to multiple destinations and/or has different case pack and/or different best before date then multiple lines of the same item are shown in the above screen.

3. To associate generic labels for the item - destination - casepack combination, select the appropriate line and press Enter.

   The FPR Pallet Breakdown screen opens with all the details populated. You cannot edit any of the details on this screen.

Figure 7–43 FPR Pallet Breakdown screen



   a. To generate generic label for the selected combination, scan the generic CID in the Scan Generic Pallet ID field.

Note: An error message is displayed if the scanned pallet ID exists in the system.

b. If you have scanned the case labels during the receiving process, then you are prompted to scan the case labels during the breakdown process for the same pallet. Scan the case labels in the Scan Case Labels field.

c. The Nbr Cases field displays the total number of cases to be scanned. You must scan those many cases displayed in the Nbr Cases field.

d. The Cases to Scan field initially displays a value equal to the value displayed in the Nbr Cases field. This value decrements as you scan the case labels.

e. Press the F4 (Done) key to confirm the pallet breakdown once the generic pallet ID is associated with a pallet.

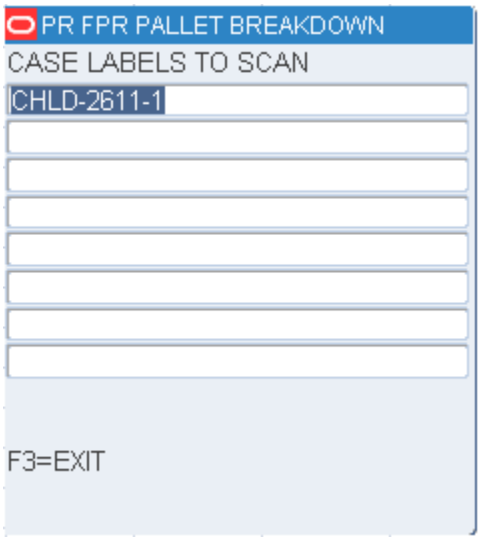
f. Press the F3 (Exit) key to exit from this screen.

4. Once generic labels are associated with an item, the details of the item are cleared from the screen. Continue the breakdown process for the other items displayed on the screen.

5. Press the F3 (Exit) key to exit from the screen.

6. Press the F6 (View) key to view a list of all the case labels that are originally scanned but not confirmed. The FPR Pallet Breakdown screen opens listing the case labels which have not gone through the breakdown process.

Figure 7–44 FPR Pallet Breakdown screen



Note: You can use these case labels to make receiving adjustments in the GUI Container Checking screen. The adjustments made using the GUI screen are reflected once you refresh the screen.

7. Press the F3 (Exit) key to exit the screen.

Confirm Receipts

The Confirm Receipt screen allows you to scan individual pallets or select all pallets for receipt processing.

> **Note:** The scanning of the pallets on this screen does not receive the pallets. The system opens a Destination Preview screen to show you the final destination of the cases being received. From the Destination Preview screen if you press F4 (Confirm) key or F5 (Confirm/Print) key, the pallets are received into the system.

1. On the Create Appt Detail screen, press the F6 (Conf Rcpt) key. The Confirm Receipt screen opens.

Figure 7–45 Confirm Receipt screen

The appointment number is automatically populated by the system in the Appt Nbr field and you cannot to override it.

2. To confirm specific pallets, scan the pallet id in the Scan Pallet Id field.

> **Note:** You can scan only those pallets which are not received and are part of the current appointment. An error message is displayed if the pallet validation fails.

3. The Last Scanned Pallet field displays the last valid pallet scanned. The Marked checkbox is checked to indicate that the pallet is marked for confirmation.

   To remove a pallet from a group, scan the pallet id that is previously scanned, again in the Scan Pallet Id field. The pallet id thus scanned is displayed in the Last Scanned Pallet field and the Marked checkbox is unchecked.

4. The Unselected Qty field displays the total number of pallets yet to be confirmed for an appointment.

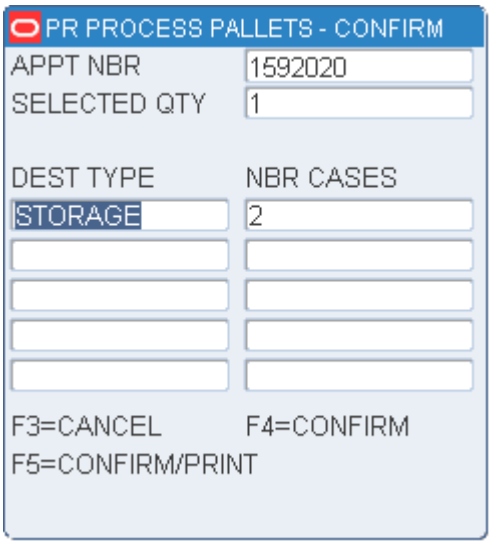
Note: Scanning a pallet id does not change the value displayed in the Unselected Qty field as these scanned pallets are still not confirmed in the system.

5. The Selected Qty field displays the number of pallets scanned and marked for confirmation.
6. Press the F3 (Exit) key to cancel the pallet confirm operation and return to the Create Appt Detail screen.
7. To confirm all the unconfirmed pallets for an appointment, press the F5 (Select All) key. The Selected Qty field is updated to represent all the unconfirmed pallets for the appointment. Hence, same value is displayed in both Selected Qty and Unselected Qty fields.

Note: The F5 (Select All) option is available only if Confirm_All_ Pallets attribute is assigned to you by your administrator.

8. Press the F4 (Process Selected) key to confirm all the pallets selected. The Process Pallets - Confirm screen opens.

Figure 7–46 Process Pallets - Confirm screen



The Appt Nbr and Selected Qty fields are automatically populated. The system also groups the destinations by destination type (Dest Type column) and displays the number of cases (Nbr cases) for each destination. You cannot edit any detail on this screen. The purpose of this screen is to provide information regarding the allocation of the pallets being processed.

9. Press the F3 (Cancel) key to cancel the confirmation process and return to the Process Pallets screen.
10. Press the F4 (Confirm) key to confirm the pallets that are selected and return to the Create Appt Detail screen. At this time the pallets have been received into inventory.

Note: When you select Confirm, the pallets are allocated based on the pre distribution logic provided. If this appointment was created for a trusted vendor and you want to receive individual pallets, turn on the Bypass Apportionment flag to restrict pallet breakdown.

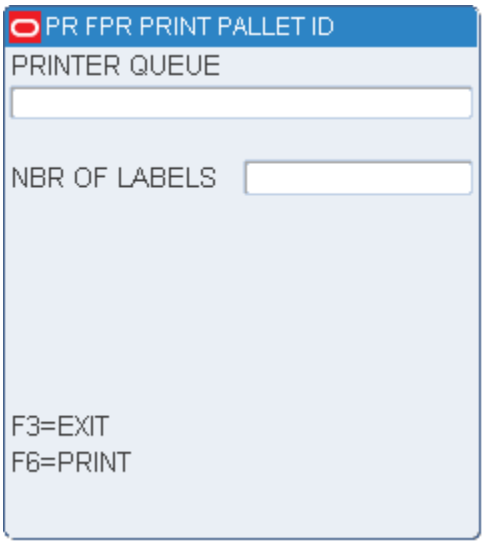
11. Press the F5 (Confirm/Print) key to confirm the pallets that are selected and to print the labels for the pallets. The screen opens. Refer to the Print Pallet Label (Pre-printed) section for additional information.

Generate CID

You can generate a pallet ID during the receiving process and print them.

1. On the Create Appt Detail screen, press the F7 (Gen CID) key. The FPR Print Pallet ID screen opens.

Figure 7–47 FPR Print Pallet ID screen



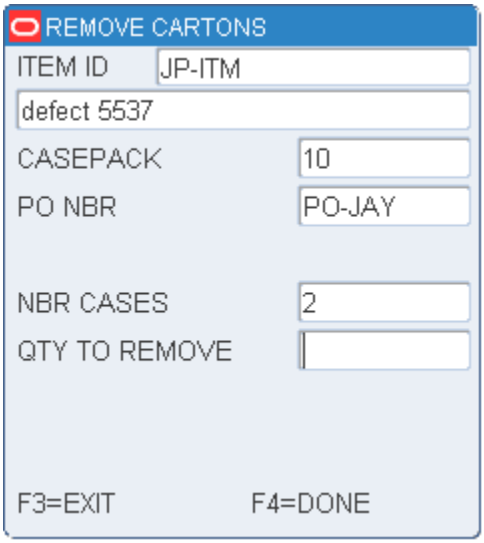
2. Enter the printer details in the Printer Queue field and number of labels to be printed in the Nbr of Labels field.
3. Press the F6 (Print) key to print the labels.
4. Press the F3 (Exit) key to cancel generating and printing labels and return to the Create Appt Detail screen.

Remove Cartons

You can remove cartons from a pallet. This must be done before you confirm the receipts.

1. On the Create Appt Detail screen, press the F4 (Rmve Cntr) key. The Remove Cartons screen opens.

Figure 7–48 Remove Cartons screen



2. Scan the item ID of the item to be removed in the Item ID field.

Note: You can only remove cartons from a pallet which is not yet received for an appointment.

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3. The Casepack and PO Nbr field are automatically populated by the system if there is only one casepack - PO combination on the pallet for the item.

Note:

- If there is a single casepack quantity and multiple POs for the item, the Casepack field is automatically populated. Enter the correct PO from the PO list.
- If there is a single PO for the item but multiple casepack quantities, then the PO number is automatically populated in the PO Nbr field. Enter the casepack quantity in the Casepack field.
- If there are multiple POs and multiple casepack quantities for the item on the pallet, first enter the casepack quantity in the Casepack field, then select the correct PO from the PO list.

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4. The Nbr of Cases field is updated by the system with the total number of cases for the PO - casepack - item combination. You cannot edit this field.
5. If Scan Case Labels option is selected for the appointment, then the Scan CID to Remove field is enabled. Scan the IDs of the cartons to be removed in the Scan CID to Remove field. As you scan the ID of each carton to be removed, the value in the Nbr of Cases field is decremented by 1.

   If Scan Case Labels option is not selected for the appointment, then the Qty to Remove field is enabled. Enter the number of cartons to be removed in the Qty to Remove field. The Nbr of Cases field is automatically updated.
6. Press the F4 (Done) key to remove the selected cartons and return to the Create Appt Detail screen.

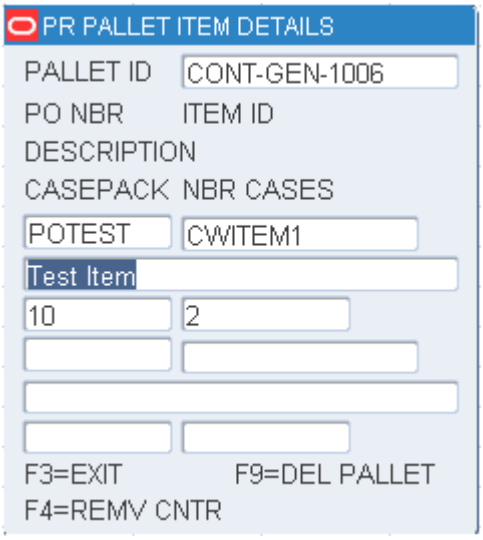
7. Press the F3 (Exit) key to cancel generating and printing labels and return to the Create Appt Detail screen.

View Unconfirmed Pallets

You can view the details of the pallets that are not confirmed before confirming the receipt.

1. On the Create Appt Detail screen, press the F8 (View Pallet) key. The Pallet Item Details screen opens.

Figure 7–49 Pallet Item Details screen



2. Scan the pallet ID in the Pallet ID field. The pallet details like PO number, item ID, description, casepack, number of cases are displayed on the screen.

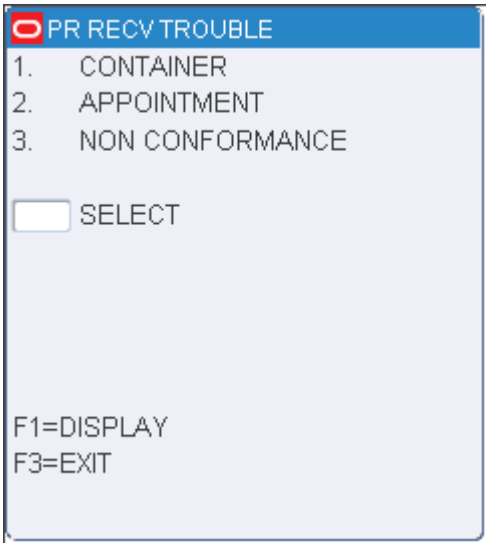
> **Note:** You can only scan pallet IDs for unconfirmed pallets belonging to the appointment.

3. Press the F4 (Remv Cntr) key to remove some cartons. The Remove Cartons screen opens. Refer to the Remove Cartons section for further information.
4. Press the F9 (Del Pallet) key to delete the entire pallet and its corresponding details.
5. Press the F3 (Exit) key to exit from the screen and return to the Create Appt Detail screen.

Mark Troubled Merchandise

If you encounter trouble when receiving merchandise, you can indicate what type of trouble was encountered. Trouble codes may be applied to containers, appointments or to PO/item. Depending on how you access the trouble screens, you may first encounter the Rcv Trouble Menu screen.

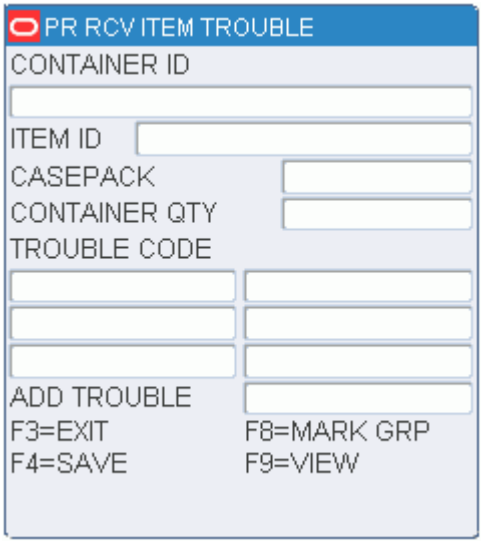
Figure 7–50 Rcv Trouble Menu RF screen



Add a Trouble Code to a Container

1. On the Rcv Trouble Menu screen, enter1. Press the F1 (Display) key. The Rcv Item Trouble screen opens.

Figure 7–51 Container Trouble Code RF screen



2. In the Enter Trouble Code field, enter the appropriate trouble code.
   - To view a list of trouble codes, press the F9 (View) key. Select a trouble code from the list and press the Enter key. The Enter Trouble Code field is automatically filled in.
3. Press the F4 (Save) key.
4. When prompted to acknowledge the action, press the Enter key.
5. Press the F3 (Exit) key to return to the originating screen.

Add a Trouble Code to Multiple Containers of a PO/Item

1. On the Rcv Item Trouble screen, enter an item ID in the Item field.

2. Press the F8 (Mark Group) key.

3. When prompted to acknowledge the action, press the Enter key. All containers that contain the selected PO/item are marked as troubled.

Add a Trouble Code to an Appointment

1. On the Rcv Trouble Menu screen, enter 2. Press the F1 (Display) key. The Appt Trouble screen opens. Any trouble codes that are currently assigned to the appointment are displayed in the Trouble Code field.

Figure 7–52 Appt Trouble RF screen

2. On the Appt Trouble screen, enter the appropriate trouble code in the Trouble Code field.
   - To view a list of trouble codes, press the F9 (View) key. Select a trouble code from the list and press the Enter key. The Trouble Code field is automatically filled in.

Figure 7–53 Appointment Trouble Code RF screen

3. Press the F5 (Add) key to add the trouble code to the Trouble Code field.
4. When prompted to acknowledge the action, press the Enter key.

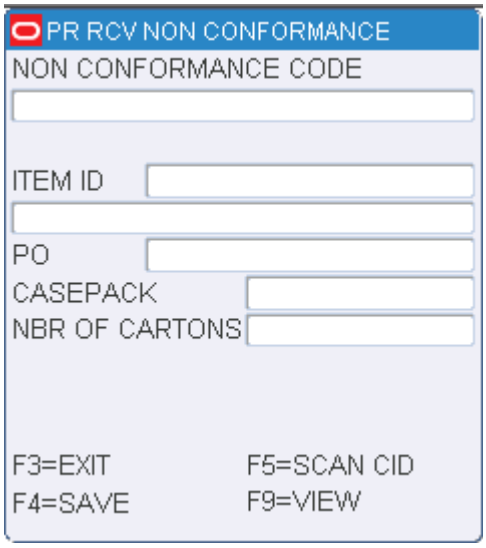
Delete Trouble Codes

1. On the Appt Trouble screen, enter the trouble code that you want to delete in the Trouble Code field.
2. Press the F7 (Delete) key.
3. When prompted to confirm the deletion, enter **Y** and press the Enter key.
4. When prompted to acknowledge the action, press the Enter key.

Add a Trouble Code to a PO/Item

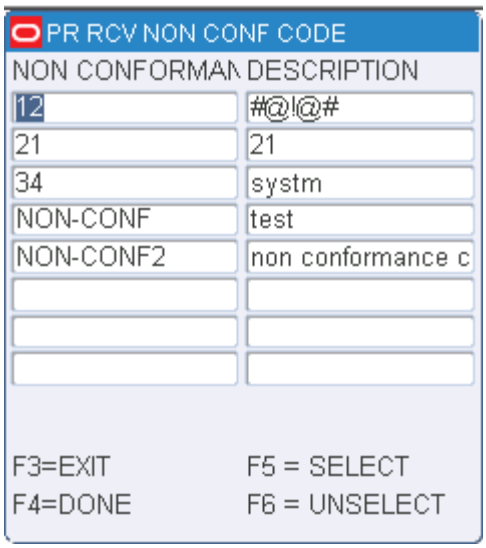
1. On the Rcv Trouble Menu screen, enter 3. Press the F1 (Display) key. The Non Conformance screen opens.

Figure 7–54 Non Conformance RF screen



2. In the Non Conformance Code field, enter the non conformance code. If there are multiple non conformance codes, separate them by a comma.
   - To view a list of non conformance codes, press the F9 (View) key.

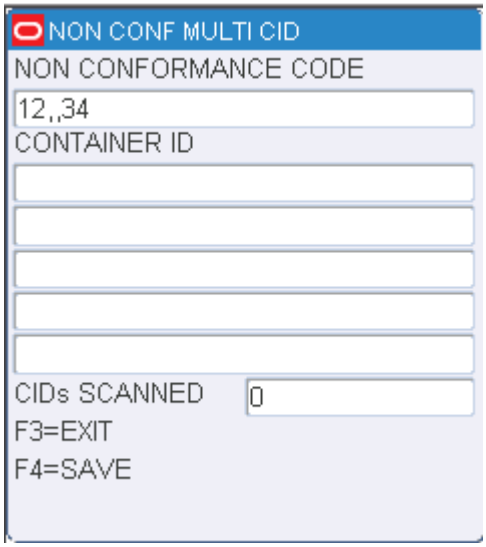
Figure 7–55 Non Conformance Code and Description RF screen



   - Highlight the non conformance code in the list and press the F5 (Select) key to select it. If there are multiple non conformance codes, repeat the process.
   - Press F6 (Un-select) to remove a selected non conformance code from the list.
   - Press F4 (Done) to complete the selection process and return to the Non Conformance screen.
   - Press F3 (Exit) to return to the Non Conformance screen without selection.

3. Scan or enter the item ID or UPC of the item in the Item ID field. If the item belongs to multiple POs from the same appointment, choose the appropriate PO number from the list of POs.
4. Enter the case pack quantity in the Casepack field.
5. Enter the number of cases or cartons in the Nbr of Cartons field.
6. Perform the following tasks as necessary:
   - Press the F3 (Exit) key to exit the screen and return to Rcv Trouble Menu screen without saving any detail.
   - Press the F4 (Save) key to save the details entered.
   - To scan the container IDs, press the F5 (Scan CID) key.

Figure 7–56 Non Conformance Multi CID RF screen



Note:

- Enter the Non Conformance codes in the Non Conformance RF screen before you press the F5 key.
- You cannot use the F5 key if there is a value in the Nbr of Cartons field.

Scan the IDs of the containers received in the Container ID field.

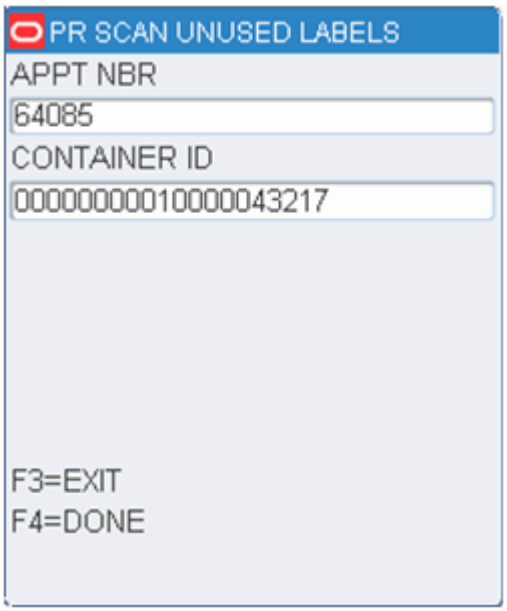
Close Trailers

You can close the trailer and an appointment at any point. However, if not all of the containers on the appointment are received, the appointment is considered to be unreconciled.

A trailer can be closed even if not all of the containers and labels on the appointment are scanned as received. However, you must account for any labels that were not used during receiving. This does not apply to FPR appointments.

1. If you choose to close an appointment while one or more labels remains unused, the Scan Unused Label screen opens.

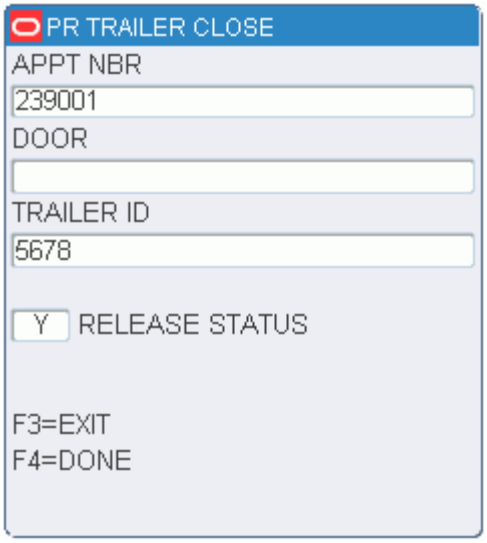
Figure 7–57 Scan Unused Label RF, WR, and TM screens



a. Scan each of the unused labels.

b. Press the F4 (Done) key to close the trailer. The Trailer Close screen opens.

Figure 7–58 Trailer Close RF, WR and TM screens



c. Press the F4 (Done) key. The Trailer Close screen opens.

1. Press the F4 (Done) key to close the trailer.

   - The status of the door status changes to Available. The status of the trailer changes to Unloaded. If the Release Status is N, that status of the appointment is Unreconciled.
   - The Receiving Receipt Report is printed automatically.

- The Unresolved Appointments Report provides a record of the unreconciled appointments.

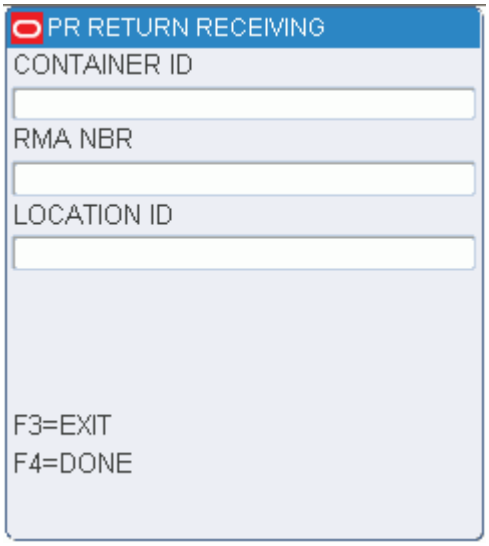
Return Receiving

When processing consumer-direct orders, it is necessary to be able to process any returns that result after delivery of the product. In order to process returns, a Return Merchandise Authorization (RMA) number is needed. The RMA number is generated by the distribution process for any outbound container. The number consists of a system generated sequence number.s

Process a Return

On the Main Menu screen, select Receiving. On the Receiving Menu screen, select Return Receiving. The Return Receiving screen opens.

Figure 7–59 Return Receiving RF screen



1. On the Return Receiving screen, enter the container ID in the Container ID field.
2. [Optional] In the RMA Number field, enter the return merchandise authorization number.
3. [Optional] In the Location ID field, enter the ID of the location where the container is received.
4. Press the F4 (Done) key. The container is received and the screen is cleared.

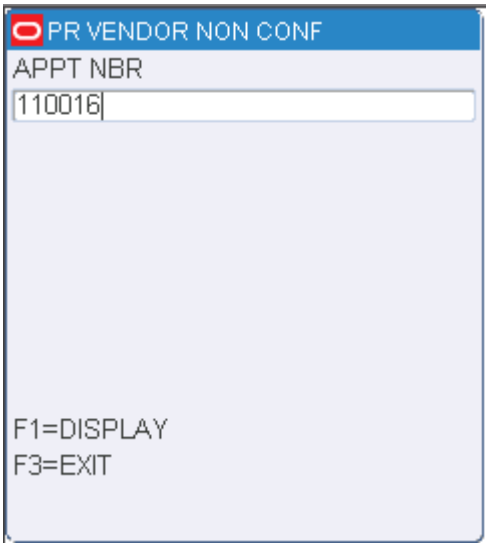
Vendor Non Conformance

At times, the merchandise that is delivered at the warehouse by a vendor or a supplier does not meet the negotiated standards. This screen give you the ability to capture non conformance information during receiving. The information thus captured can be used to take appropriate action against the vendor.

Capture Non Conformance Code for an Item/PO combination

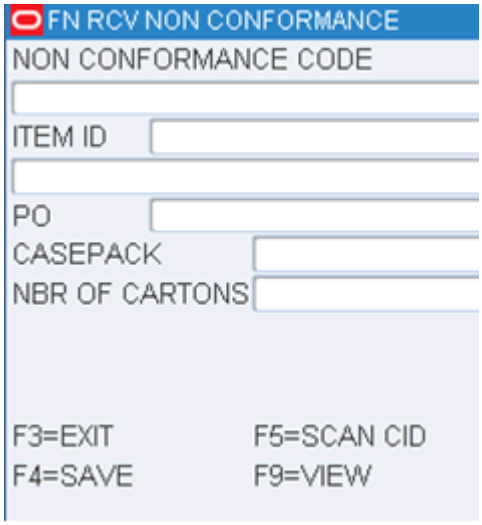
On the Main Menu screen, select Receiving. On the Receiving Menu screen, select Vendor Non Conformance. The Vendor Non Conformance screen opens.

Figure 7–60 Vendor Non Conformance RF screen



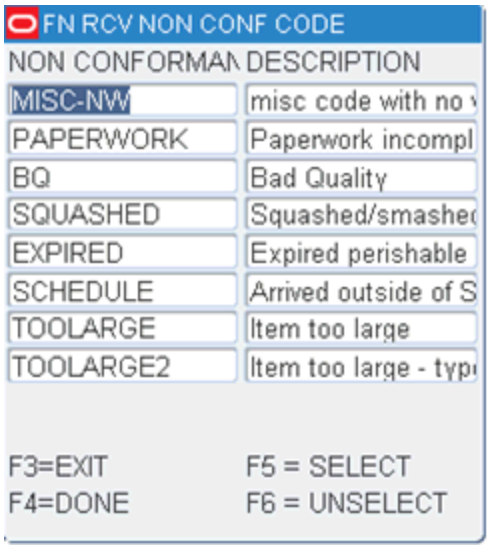
1. On the Vendor Non Conformance screen, enter the appointment number and press F1 Display to move to Mark Troubled Merchandise to mark a troubled item/PO.
2. Press the next screen. The appointment must be in Opened or Received Status.

Figure 7–61 Vendor Non Conformance screen (Details)



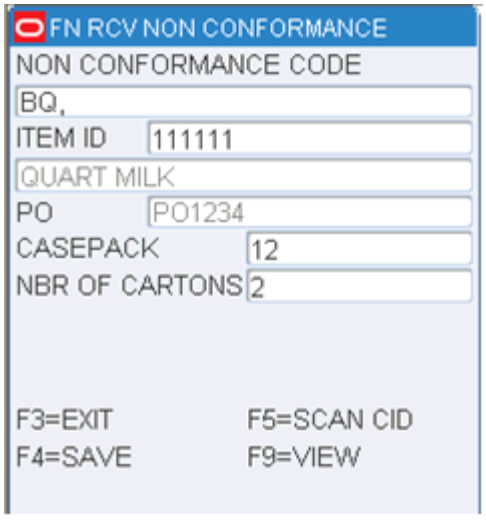
3. Press F9 to view Non-Conformance Codes already entered into the system.

Figure 7–62 Vendor Non Conformace Codes



4. Place the cursor on top of the first Non-Conformance code you want to select and press the F5 (Select) key. If you want to assign more than one code, place the cursor on another code and press the F5 (Select) key again. If you made a mistake and want to deselect a code, place the cursor on that code and press the F6 (Unselect) key. When the correct codes have been selected (highlighted) press the F4 (Done) key to continue the process.

Figure 7–63 Vendor Non Conformance (Confirm)



5. Enter the Item ID, Casepack, and the Nbr of Cartons that require the assignment of the Non-Conformance Code and press the F4 (Save) key. You can choose to add more codes to other items or exit out of the function.

8

Replenishment

Figure 8–1 Start Replenishment RF screen

Bulk Replenishment

Bulk Replenishment picking does not use a preprinted label. The stock label on the container is used instead.

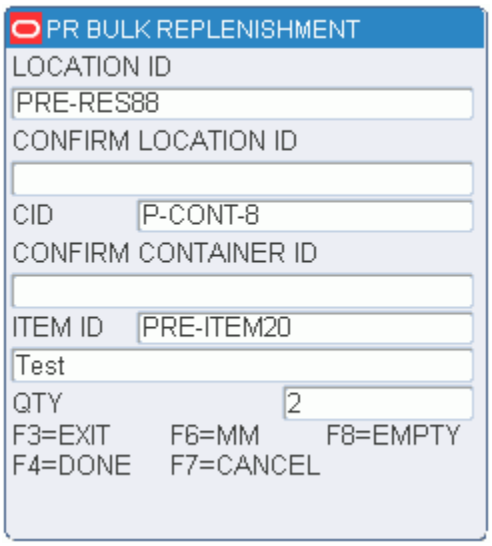
You can select data from any of the following criteria to narrow the picking scope:

- Reserve Zone (From Zone field) - Zone you want to pick from.
- Unit Pick Zone (To Zone field) - Zone you want to pick to.
- Item ID (Item ID field) - Specific item to replenish.

Prior to the generation of each bulk replenishment pick, RWMS determines the volume type of the location picked from. Based on this criteria, RWMS determines the cube or number of units associated to the pending bulk replenishment and decides if there is enough available space in the bank of locations. The volume_type for a valid location matches the volume_type associated to the pick_from location.

1. [Optional] On the Start Replenishment screen enter the criteria in one or more of the following fields: From Zone, To Zone, Item.
2. Press the F8 (Bulk) key. The first bulk replenishment directive that matches the criteria opens on the Bulk Replenishment screen.

Figure 8–2 Bulk Replenishment screen



3. In the Confirm field, enter the ID of the suggested or alternative pick-from location.
4. In the Confirm CID field, enter the ID of the suggested or alternative pick-from container.

   Note: If there are fewer containers than expected, you must adjust the quantity downward. If the container has more containers than expected, you can cancel the pick that marks the location for cycle count.

5. In the Qty field, adjust the container quantity as necessary.
6. Press the F8 (Empty) key if the pick depletes the location. The Message Display Line verifies that the location is now empty.

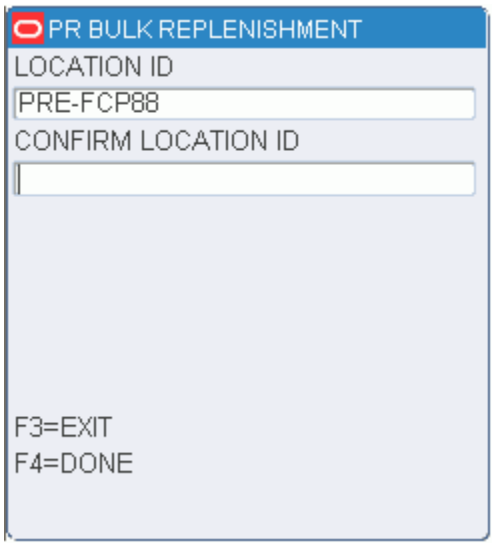
   Or

   Press the Enter key to acknowledge the message. The Confirm To Location screen opens.

   Or

   Press the Done key to confirm the pick. The Confirm To Location screen opens.

Figure 8–3 Confirm Location screen



7. In the Confirm Location ID field, enter the ID of a staging location or the suggested forward pick location.
8. Press the F4 (Done) key to complete the pick operation.

Container Replenishment

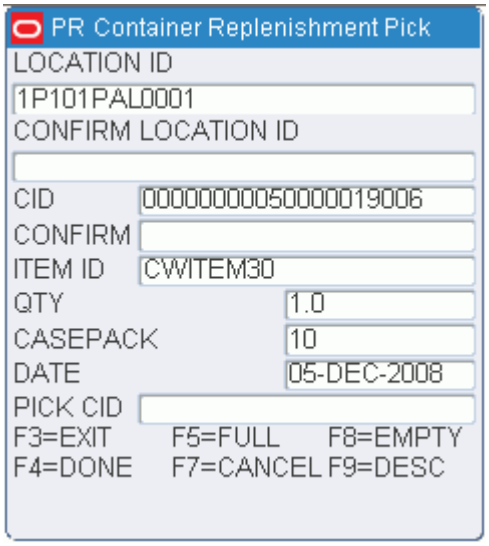
Container replenishment picking uses a generic label rather than a preprinted label. Another option is to scan an existing labeled Container ID. Cases are picked onto an empty pallet and the generic label is used to identify the pallet.

You can select data from any of the following criteria to narrow the picking scope:

- Reserve Zone (From Zone field) – Zone you want zone to pick from.
- Unit Pick Zone (To Zone field) - Zone you want to pick to.
- Item ID (Item field) - Specific item to replenish

1. [Optional] On the Start Replenishment screen enter the criteria in one or more of the following fields: From Zone, To Zone, Item.
2. In the Master Container field, enter the ID from an existing container label or a generic label.
3. Press the F9 (Container) key. The first container replenishment directive that matches the criteria opens on the Container Replenishment screen.

Figure 8–4 Container Replen Screen



Note: If the item to be picked is marked as perishable, the date in the Date field is the Best Before Date. Otherwise, the date is the receipt date.

---

4. Confirm the location and from-container ID by scanning.
5. Press the F9 (Desc) key to view an item description.

Note: If the cases on the pick-from Container ID are not labeled, you should affix generic labels to the cases as they are picked. If the system parameter, labeled_reserve, is set to Y, you must indicate which labeled container is being removed. Do not place generic labels over existing labels. In a labeled_reserve = Y DC, all containers have unique IDs.

---

6. Scan each of the containers as you place them on the pallet until the Qty field reads 0. The quantity is decreased after each scan.
7. Press the F4 (Done) key when all container picks from a single inventory container are completed. The Message Display Line verifies that the location is not empty. Press the Enter key to acknowledge the message. The To Location screen opens.

   Or

   Press the F8 (Empty) key if the location is empty. The Message Display Line verifies that the location is empty. Press the Enter key to acknowledge the message. The To Location screen opens.

   Or

   Press the F5 (Full) key if the pick-to container is full. The To Location screen opens.

Note: You must decide whether the pallet should be staged or the cases should be put away into forward pick locations.

---

8. Scan a staging location ID. Press the F4 (Done) key. All containers are updated with the location and the picking operation is complete.

   Or

   Scan a forward picking location ID. The Putaway screen opens.

   Note: Press the F2 key to view a pop-up item description.

9. Scan the container you are putting away. Available data opens in the From, Item ID, and Desc (Description) fields.

   Note: The Multi-SKU Put Away screen opens if the Container has more than one item ID. Refer to the Multi-SKU Putaway section in the Inventory Management module.

10. Scan the location where you are putting the item. You can enter one of the suggested locations or another location.
11. Press the F4 (Done) key to accept and save the data.

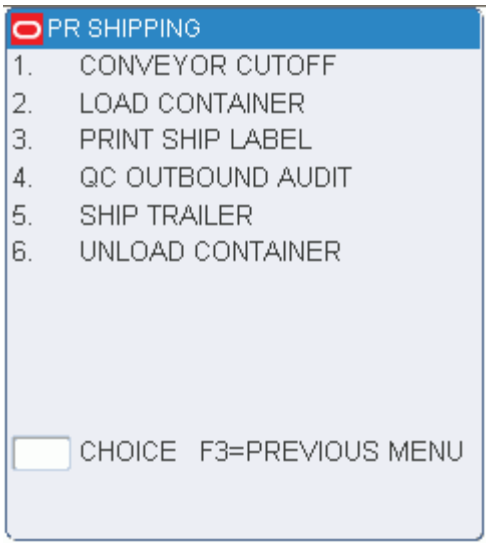
9

Shipping

The shipping module allows you to open, load, unload, close, and ship trailers using RF devices.

From the Main Menu select Shipping, the Shipping menu opens.

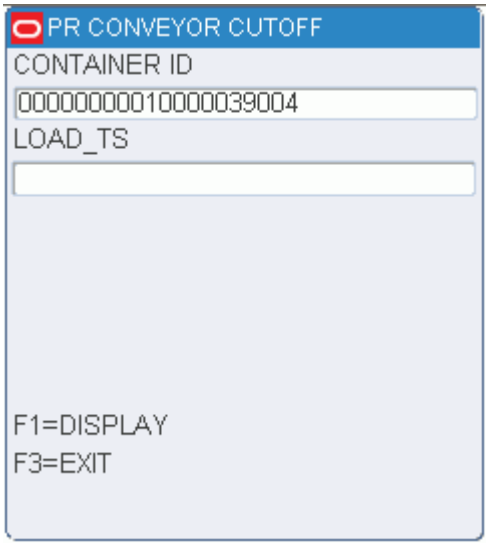
Figure 9–1 Shipping Main Menu



Conveyor Cutoff

On the Main Menu screen, select Shipping. On the Shipping screen, select Conveyor Cutoff. The Conveyor Cutoff screen opens.

Figure 9–2 Conveyor Cutoff RF screen



Scan the container ID of the next container on the spur (this is the first container that will not fit on the trailer).

Note: If the container ID is valid, the LOAD_TS (Load Timestamp) field is populated with the current date.

Load Containers

The trailer must be opened before containers can be loaded. Refer to the Ship Trailers or Open Trailers section for more information about opening trailers.

Trailers may be opened by single destination or by multiple destinations using a carrier/service/route combination. A separate manifest is built automatically for each destination in the trailer.

If using Load Sequencing you are prompted if you begin to load another destination while containers remain for the previous destination. You can access a series of screens which assist you in finding the unloaded containers. You can drill down from a destination to the locations of the unloaded containers, and the IDs of the unloaded containers. Even without the prompt, you can look up unloaded containers after identifying the trailer and the door.

If you scan a master container with children, the master is deleted upon completion of the loading process.

Load Containers on a Trailer

Loading of containers / pallets to a trailer is done using the Load Container screen. During the loading process, you must scan the trailer ID, door and container ID. If the value of the scp parameter ship_door_scan is set to "Y", you must scan the door after scanning the container ID to confirm the loading process. This ensures that you load the correct trailer for each pallet.

You may load a group of containers together. The maximum number of containers that can be scanned at a time is indicated using the scp parameter loading_max_nbr_cids. If the value of loading_max_nbr_cids is set to "1", then you must confirm the door for

every container loaded. If the value of loading_max_nbr_cids is set to a value greater than 1, then you must confirm the door only once for that many containers indicated by the loading_max_nbr_cids value.

> **Note:** When the trailer is full, or all the containers for the destination are loaded, you can close the trailer. You can open another trailer or manifest in order to continue the shipping process. Refer to the Ship Trailers section for instructions on how to complete the operation.

Loading Single Container

To load single container, set ship_door_scan set to "Y" and loading_max_nbr_cids to "1".

On the Main Menu screen, select Shipping. On the Shipping screen, select Load Container. The Load Single Container screen opens.

Figure 9–3 Load Single Container screen, ship_door_scan = Y

If ship_door_scan is set to "N", the following screen is displayed:

Figure 9–4 Load Single Container, ship_door_scan = N

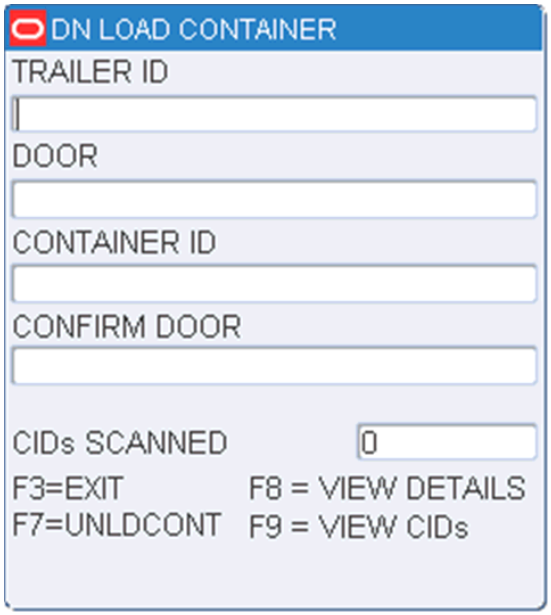
1. On the Load Container screen, enter the ID of the trailer to be loaded in the Trailer ID field
2. In the Door field, enter the door ID.
3. From the container picking label, scan the container ID.
4. Confirm the door ID in the Door field and press Enter.
5. Press the F3 (Exit) key to exit the Load Container screen.

Loading Multiple Containers

To load multiple containers, ship_door_scan must be set to "Y" and loading_max_nbr_cids must be set to a value greater than 1.

On the Main Menu screen, select Shipping. On the Shipping screen, select Load Container. The Load Multiple Container screen opens.

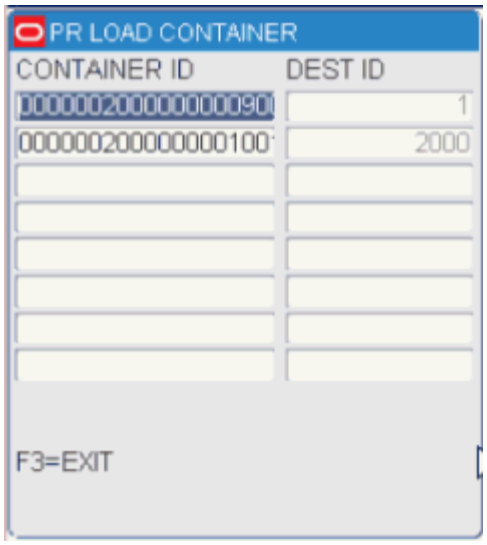
Figure 9–5 Load Multiple Containers screen



1. On the Load Container screen, enter the ID of the trailer to be loaded in the Trailer ID field
2. In the Door field, enter the door ID.
3. From the container picking label, scan the container IDs one after the other. The CIDs Scanned field indicates the number of container IDs you scan.
4. Press the F9 (View CIDs) key. The scanned container IDs and their corresponding destination IDs are displayed on the View CIDs screen.

Note: The F9 (View CIDs) option is available only when ship_door_scan is set to "Y" and loading_max_nbr_cids has a value greater than 1.

Figure 9–6 View CIDs Screen



5. Confirm the door ID in the Door field and press Enter.

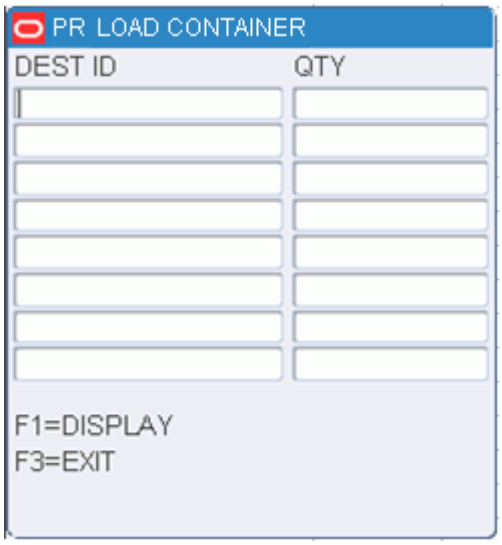
> **Note:** If the number of containers to be loaded to a trailer is less than the scp parameter loading_max_nbr_cids, then enter the door ID in the Container ID field after the last container is scanned to indicate that all the containers are scanned and to confirm the door ID.

6. Press the F3 (Exit) key to exit the Load Container screen.

View Unloaded Containers

1. On the Load Container screen, enter the ID of the trailer to be loaded in the Trailer ID field.
2. In the Door field, enter the door ID.
3. Press the F7 (Unloaded Containers) key. The destinations assigned to the trailer are displayed on the Unloaded Containers (destination) screen.

Figure 9–7 Unloaded Containers (Destination) Screen



4. Select the destination that you want to review. Then press the F1 (Display) key. The locations of the unloaded containers assigned to the selected destination are displayed on the Unloaded Containers (locations) screen.

Figure 9–8 Unloaded Containers (Locations) Screen

5. Select the location ID that you want to review. Then press the F1 (Display) key. The containers found at the selected location are displayed in the Unloaded Containers (containers) screen.

Figure 9–9 Unloaded Containers (Containers) Screen

6. When done reviewing the information, press the F3 (Exit) key to exit each screen.

Print Shipping Labels

The Print Ship Label option triggers the printing of a UCC128-compliant shipping label for each valid container id as it is scanned.

Containers must have a status of Distributed or Manifested. Shipping labels cannot be printed for stock containers. When a master container ID is scanned, labels are printed for the child containers only, unless the master container contains merchandise.

On the Main Menu screen, select Shipping. On the Shipping screen, select Print Ship Label. The Print Ship Label screen opens.

Figure 9–10 Print Ship Label screen

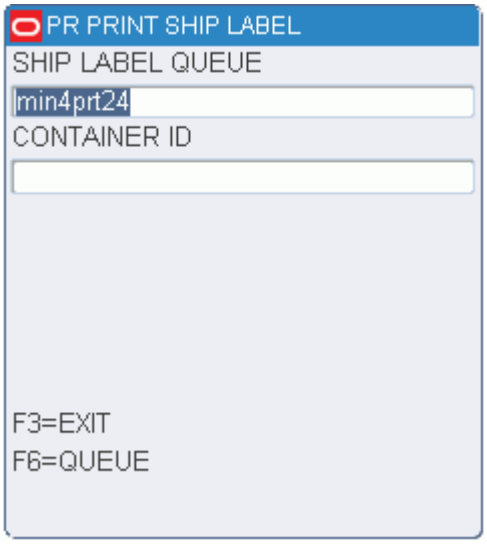
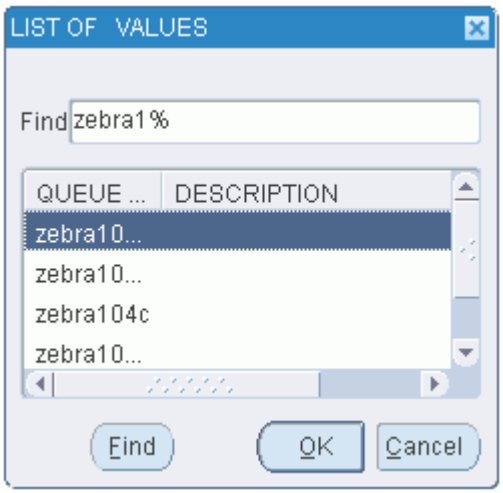


Figure 9–11 Queue RF screens



1. On the Print Ship Label screen, enter the print queue for the label printer in the Ship Label field. Or Press the F6 (Ship Label) key. The Queue screen opens. Select a print queue and press the Enter key. The selected print queue is automatically entered in the Ship Label field.
2. Scan the container label. The shipping label is created and is printed. An audible, double-beep sound verifies a successful container scan and print.

QC Outbound Audit

The QC Outbound Audit screen allows the DC to verify the pick accuracy prior to shipment. The Outbound Quality Audit Report is automatically generated upon completion of the audit.

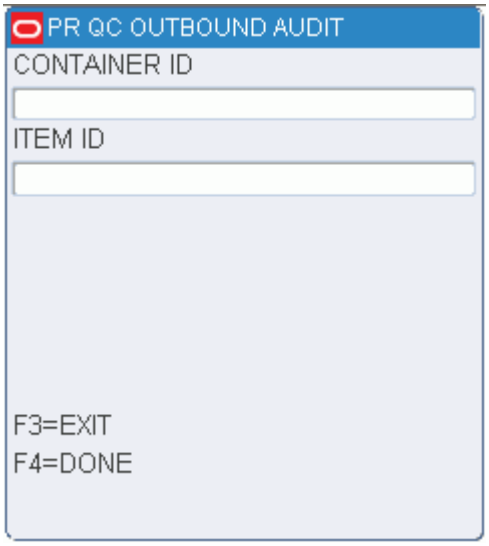
Containers must be valid, have a status of Distributed, and contain items. A master container with labeled child containers is not eligible for audit.

If you press the F3 (Exit) key while the audit is in progress, all processing is aborted and no information is retained with respect to the container.

If a container is re-audited, all previously captured information is overwritten by the new audit.

On the Main Menu screen, select Shipping. On the Shipping screen, select QC Outbound Audit. The QC Outbound Audit screen opens.

Figure 9–12 QC Outbound Audit RF screen



1. On the QC Outbound Audit screen, enter the container ID in the Container ID field.
2. Enter the ID of each item found in the container.
3. Press the F4 (Done) key after recording all items in the container. The Outbound Quality Audit Report is printed automatically.

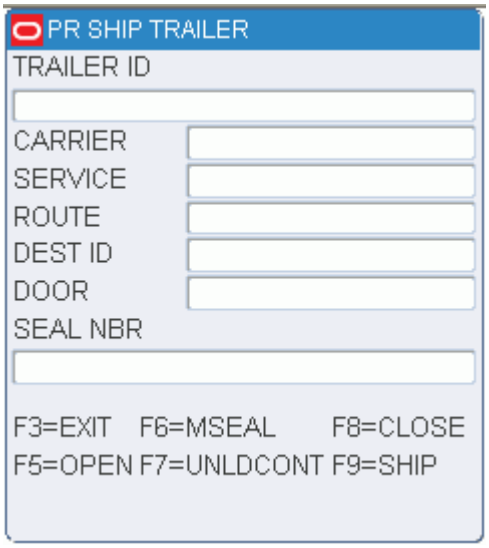
Ship Trailers

Trailers can be opened by specific destination or carrier/service/route combination.

You must open a trailer to begin loading containers or to continue loading merchandise that does not fit on the original trailer. After opening a trailer, you can choose to print the Unloaded Container report. The report provides you with a list of all the containers that are candidates to be loaded onto the current trailer

On the Main Menu screen, select Shipping. On the Shipping screen, select Ship Trailer. The Ship Trailer screen opens.

Figure 9–13 Ship Trailer screen



Open Trailers

Open a Trailer By Single ship destination

1. On the Ship Trailer screen, enter the ID of the trailer to be opened in the Trailer ID field.

> **Note:** Skip the Carrier, Service, and Route fields.

2. In the Destination field, enter the specific destination ID.
3. In the Door field, enter the door ID.
4. Press the F5 (Open) key.
5. When prompted to acknowledge the action, press the Enter key.

Open a Trailer By Carrier/Service/Route

1. On the Ship Trailer screen, enter the ID of the trailer to be opened in the Trailer ID field.
2. In the Carrier Code field, enter the carrier.
3. In the Service Code field, enter the service code.
4. In the Route field, enter the route.

> **Note:** Skip the Dest field.

5. In the Door field, enter the door ID.
6. Press the F5 (Open) key.
7. When prompted to acknowledge the action, press the Enter key.

Note: All destinations with the specified carrier/service/route as either their expedite carrier/service/route or default carrier/service/route, as defined in the Ship Destination table, are opened on the trailer.

Generate the Unloaded Containers Report

Generate the Report for a Trailer with a Single Destination

1. On the Ship Trailer screen, enter the ID of the trailer to be closed.
2. In the Dest field, enter the specific destination ID.
3. In the Door field, enter the door ID.
4. Press the F7 (Unloaded Containers) key.
5. When prompted to confirm the request, enter **Y** (Yes). Press the Enter key. The report is sent to the printer.

Generate the Report for a Trailer with Multiple Destinations

1. On the Ship Trailer screen, enter the ID of the trailer to be closed.
2. Leave the Dest field blank in order to close all destinations.
3. In the Door field, enter the door ID.
4. Press the F7 (Unloaded Containers) key.
5. When prompted to confirm the request, enter **Y** (Yes). Press the Enter key. The report is sent to the printer.

Close Trailers

You can close trailers either when they are full or when you are finished loading merchandise for the destination.

Closing a trailer also closes the associated manifest.

When closing a trailer, you might be warned about qualified containers that have not yet been loaded onto the trailer. If you want to close the trailer even though such containers exist, type **Y** (Yes), then press the Enter key. The trailer will be closed. If you want to investigate the matter, enter **N** (No), then press the Enter key. The trailer is not closed.

To investigate unloaded containers, you can run the Unloaded Containers report.

Close a Trailer with a Single Destination

1. On the Ship Trailer screen, enter the ID of the trailer to be closed.
2. In the Dest field, enter the specific destination ID.
3. In the Door field, enter the door ID.
4. Press the F8 (Close) key.
5. When prompted to acknowledge the action, press the Enter key.

Close a Trailer with Multiple Destinations

1. On the Ship Trailer screen, enter the ID of the trailer to be closed.

2. Leave the Dest field blank in order to close all destinations.
3. In the Door field, enter the door ID.
4. Press the F8 (Close) key.
5. When prompted to acknowledge the action, press the Enter key.

Ship Trailers

If a trailer was not previously closed, it will be closed when you choose to ship it. You might be warned about qualified containers that have not yet been loaded onto the trailer. If you want to close and ship the trailer even though such containers exist, type **Y** (Yes), then press the Enter key. The trailer will be marked as closed and shipped. If you want to investigate the matter, enter **N** (No), then press the Enter key. The trailer is neither closed nor shipped.

To investigate unloaded containers, you can run the Unloaded Containers report.

1. On the Ship Trailer screen, enter the ID of the trailer to be shipped.
2. In the Dest field, enter the destination ID.
3. In the Door field, enter the door ID.
4. In the Seal field, enter the seal number for the shipment.
5. Press the F9 (Ship) key.
6. When prompted to acknowledge the action, press the Enter key.

Add Seals to a Trailer

Depending on system settings, you have the following options regarding seal numbers:

- A trailer can be closed and shipped without any seal numbers.
- A trailer can be closed and shipped with a single seal number for the trailer.
- A trailer can be closed and shipped with one seal number per destination for the trailer.

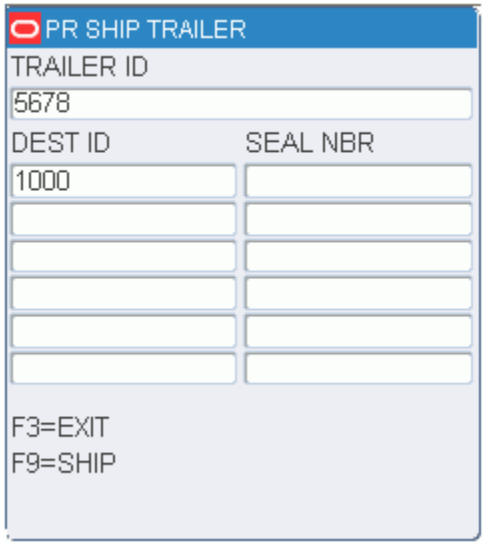
If only a single seal number is needed, you can simply enter it on the Ship Trailer screen. When multiple seal numbers are used for a trailer, you would enter the seal numbers on the Ship Trailer (Multiple Seal) screen.

If a seal number is entered when closing a trailer, you can accept or change the seal number when shipping the trailer.

Close or Ship a Trailer with Multiple Seals

1. On the Ship Trailer screen, enter the ID of the trailer to be shipped.
2. In the Carrier, Service, and Route fields, enter the appropriate information. Or, enter the ID of the destination in the Dest field.
3. In the Door field, enter the door ID.
4. Press the F6 (MSeal) key. The Ship Trailer (Multiple Seal) screen opens.

Figure 9–14 Ship Trailer (Multiple Seal) screen



5. Enter the seal number next to each destination.
6. After all the seal numbers are entered, press the F9 (Ship) key. Respond to any prompts that may appear.

Unload Containers

You can unload containers only from an open manifest. Because the master container is deleted during the loading process, each child container must be scanned individually.

On the Main Menu screen, select Shipping. On the Shipping screen, select Unload Container. The Unload Container screen opens.

Figure 9–15 Unload Container screen

1. On the Unload Container screen, scan the container ID that you are unloading.

2. When prompted to acknowledge the action, press the Enter key.
3. Continue unloading and scanning containers until you are finished.
4. Press the F3 (Exit) key to exit the Unload Container screen.

10

Task Administration

The task administration module provides you with access to the tasks assigned to your user ID. By entering a few parameters, such as equipment class, start and end locations, and so on, the system determines which tasks to present you.

Task Administration

The Task Admin screen allows you to access the tasks assigned to your user ID. Depending on how the system is set up, tasks may be presented in location ID order, priority order, or randomly. This functionality is not available if the DC is set up for labeled picking.

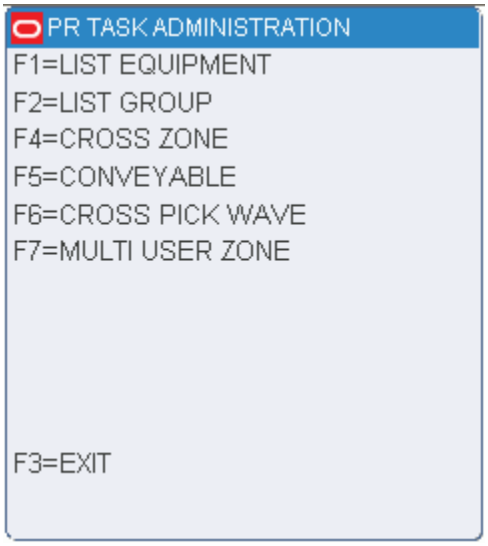
From the Main Menu screen, select Task Administration. The Task Admin screen opens.

Figure 10–1 Task Admin TM Screen

1. In the Equipment field, enter or edit the name of the equipment class assigned to you.
2. In the Task Group field, enter the code for the desired task group.
3. In the Start Location field, enter the ID of your present location.
4. Press F1 to set the following:
   - Cross Zone (F4)

- Conveyable (F5)
- Cross Pick Wave (F6)
- Multi User/Zone (F7)

Figure 10–2 Task Admin Setting Screen



5. Press the Enter key. You are prompted to either accept or skip the first assigned task.

Figure 10–3 Accept/Skip TM Prompt

6. Select how you want to proceed:
   - Press the F1 (Accept) key to accept the task. The appropriate screen for processing the task opens. Process the task.
   - Press the F5 (Skip) key to progress to the next task without processing the current task. Decide whether to accept the next task.

Equipment Assignment

You can use the Equip Assign screen to designate which equipment class or piece of equipment is assigned to a user ID. The assignment stays valid throughout the RF session. Equipment must be assigned to a user if XYZ functionality is used in the DC.

For more information, see the Chapter 3, "Equipment Assignment".

11

Trailer Management

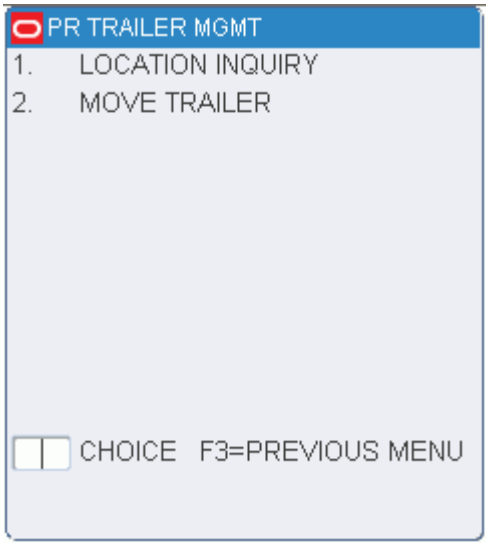
The trailer management module provides you with the capability to view and update information about specific trailers by yard location.

Location Inquiry

The Location Inquiry screen allows you to view trailer information for a specific yard location.

On the Main Menu screen, select Trailer Mgmt. The Trailer menu screen opens.

Figure 11–1 Trailer menu



1. On the Trailer Menu screen select Location Inquiry. The Location Inquiry screen opens.

Figure 11–2 Location Inquiry RF Screen

2. On the Location Inquiry screen, enter the ID of a valid yard location in the Location ID field. The details are displayed on the Location Inquiry screen.
3. Press the F3 (Exit) key to exit the Location Inquiry screen.

Move Trailers

The Move Trailer screen allows you to move a trailer from one yard location to another.

On the Main Menu screen, select Trailer Mgmt. On the Trailer Menu screen, select Move Trailer. The Move Trailer screen opens.

Figure 11–3 Move Trailer RF Screen

1. On the Move Trailer screen, enter the ID of a valid trailer in the Trailer ID field. The details are displayed on the Move Trailer screen.

2. In the To Location field, enter the ID of the new location for the trailer.
3. Press the F4 (Save) key.
4. When prompted to acknowledge the action, press the Enter key.

A

Acronyms

Acronym	Term
ASN	Advance Shipping Notice
BOL	Bill of lading
CID	Container Identification number
CSR	1) Customer Service Representative 2) Carrier, Service, Route
DC	Distribution Center
LPN	License Plate Number
FCP	Forward Case Pick
FCPL	Forward Case Pick Location
FPL	Forward Pick Location
GUI	Graphical User Interface
KPI	Key Performance Indicator
LMS	Labor Management System, also referred to as Oracle Retail Labor Management
LTC	Less Than Case
MLD	Multi-Level Distribution
MMS	Merchandise Management System
NSC	Non-Specified Casepack
PF&D	Personal Fatigue and Delay
PO	Purchase Order
PRO	Progressive Rotating Order number
PTS	Put to Store
QA	Quality Assurance
RWMS	Oracle Retail Warehouse Management System
RF	Radio Frequency
RIB	Oracle Retail Integration Bus
RLM	Oracle Retail Labor Management, also referred to a Labor Management System
RMA	Return Merchandise Authorization

Acronym	Term
ROP	Reorder Point replenishment
SCP	System Control Parameter
SKU	Stock Keeping Unit
SMTP	Simple Mail Transfer Protocol
TM	Truck-mounted
UCC	Uniform Code Council
UPC	Universal Product Code
UPS	Unit Pick System
VAS	Value-Added Service
WIP	Work In Progress
WMS	Warehouse Management System

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