JD Edwards World

Sales Order Management Guide

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Describes sales order process, inventory allocation, kitting, and promotional pricing. Includes set up, order entry features, special pricing features, reporting, and integration with accounting.

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B Import Mass Data into Sales Order

Preface

Welcome to the JD Edwards World Sales Order Management Guide.

Audience

This document is intended for implementers and end users of JD Edwards World Sales Order Management system.

Documentation Accessibility

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Related Information

For additional information about JD Edwards World applications, features, content, and training, visit the JD Edwards World pages on the JD Edwards Resource Library located at:

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Conventions

The following text conventions are used in this document:

Convention	Meaning
boldface	Indicates cautionary information or terms defined in the glossary.
italic	Indicates book titles or emphasis.

1

Overview to Sales Order Management

This chapter contains these topics:

- Section 1.1, "System Integration,"
- Section 1.2, "Features of Sales Order Management."

Sales order management involves much more than taking an order and shipping it. Today's requirements include sophisticated order management, inventory allocation, kitting, and promotional pricing. The Sales Order Management system allows you to address these issues.

When integrated with Load and Delivery Management and Bulk Stock Management, the Sales Order Management system also provides solutions to meet the specific needs of energy and chemical industries. These additional requirements include ambient and standard temperature readings, trip-building, load and delivery confirmation, and quality test results.

The Sales Order Management system provides many features:

- Extensive user defined information
- Recurring order and order template processing
- Customer and item preference profiles
- Online inventory availability and available-to-promise information
- Comprehensive order and line status tracking
- Flexible pricing and discounting, which supports promotions, contracts, and allowances.

You can enhance customer service by using the Sales Order Management system to create order templates, standing or blanket orders, and quote orders. Also, the Sales Order Management system provides additional customer service support through online displays that provide the following:

- Pertinent order, inventory, transportation, and financial information
- Net profitability of a product line when promotions, discounts, and allowances are applied

You must manage pricing efficiently, given the complexity of customer- and market-specific contracts, special promotions, allowances, and date effectiveness. The Sales Order Management system allows you to set up a flexible base pricing structure. You can then define price adjustments to revise and update prices when necessary.

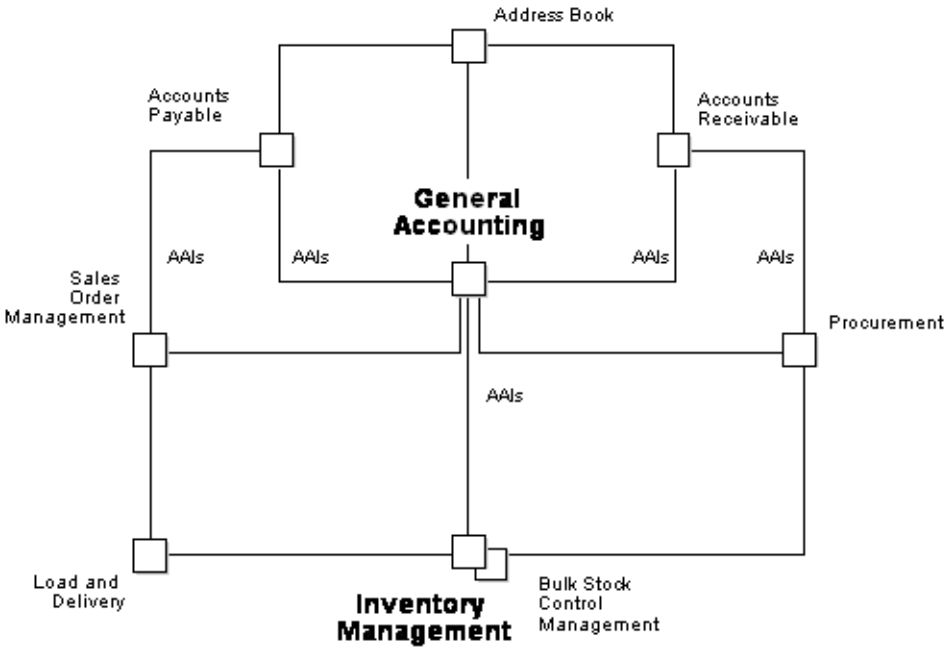
1.1 System Integration

JD Edwards World Sales Order Management system works with other distribution/logistics and manufacturing systems to ensure that customer demand is met. Supply and demand components must balance to ensure that this takes place. The key is integration and the proactive use of distribution and logistics information.

1.1.1 Integration with Accounting and Distribution Systems

The following illustrates and describes how the Sales Order Management system integrates with general accounting and other distribution systems.

Figure 1–1 Sales Order Management System Integration



1.1.2 Sales Order Management

The system retrieves item prices and costs from the Inventory Management system for sales orders.

The system updates the general ledger and creates accounts receivable entries for invoices. In addition, the system records inventory, cost of goods sold (COGS), revenue, and tax transactions for cash receipts processing.

1.1.3 General Accounting

The central point of integration is JD Edwards World General Accounting system which tracks sales order accounting. All distribution systems interface with the General Accounting system through the use of automatic accounting instructions (AAIs).

1.1.4 Address Book

The Sales Order Management system works with the Address Book system to retrieve up-to-date customer billing and warehouse address information.

1.1.5 Inventory Management

The Inventory Management system stores item information for the Sales Order Management, Purchase Management, and manufacturing systems. It also stores sales and purchasing costs and quantities available by location and tracks holds for locations that should not be used for transactions. Any change in inventory valuation, count variances, or movement updates the general ledger.

1.1.6 Procurement

The Procurement system supports direct ship order and transfer order processing. You can use the system to release receipts to backordered items.

1.1.7 Advanced Pricing

Optionally, you can use the Advanced Pricing system in conjunction with the Sales Order Management system. This system integrates with many of the price-related programs in the Sales Order Management system and provides additional pricing, preference, reporting, and setup functionality.

1.1.8 Advanced Warehouse Management

Optionally, you can use the Advanced Warehouse Management system in conjunction with the Sales Order Management system. This system integrates with many of the programs related to items and provides additional reporting, picking, and setup functionality.

1.1.9 Load and Delivery Management System

The Sales Order Management can be closely integrated with the Load and Delivery Management system to provide advanced sales order (ECS) functionality.

1.1.10 Electronic Data Interchange

Electronic Data Interchange (EDI) is the computer-to-computer exchange of business transactions, such as purchase orders, invoices, and shipping notices, in a standard format that most computers can process.

The Electronic Commerce system consists of JD Edwards World System 47, which is the application interface containing application files and interface programs. System 47 works in conjunction with a third party translation software that translates EDI standard data into a JD Edwards World file format so that the JD Edwards World application software can manage the data.

1.1.10.1 Processing EDI Documents

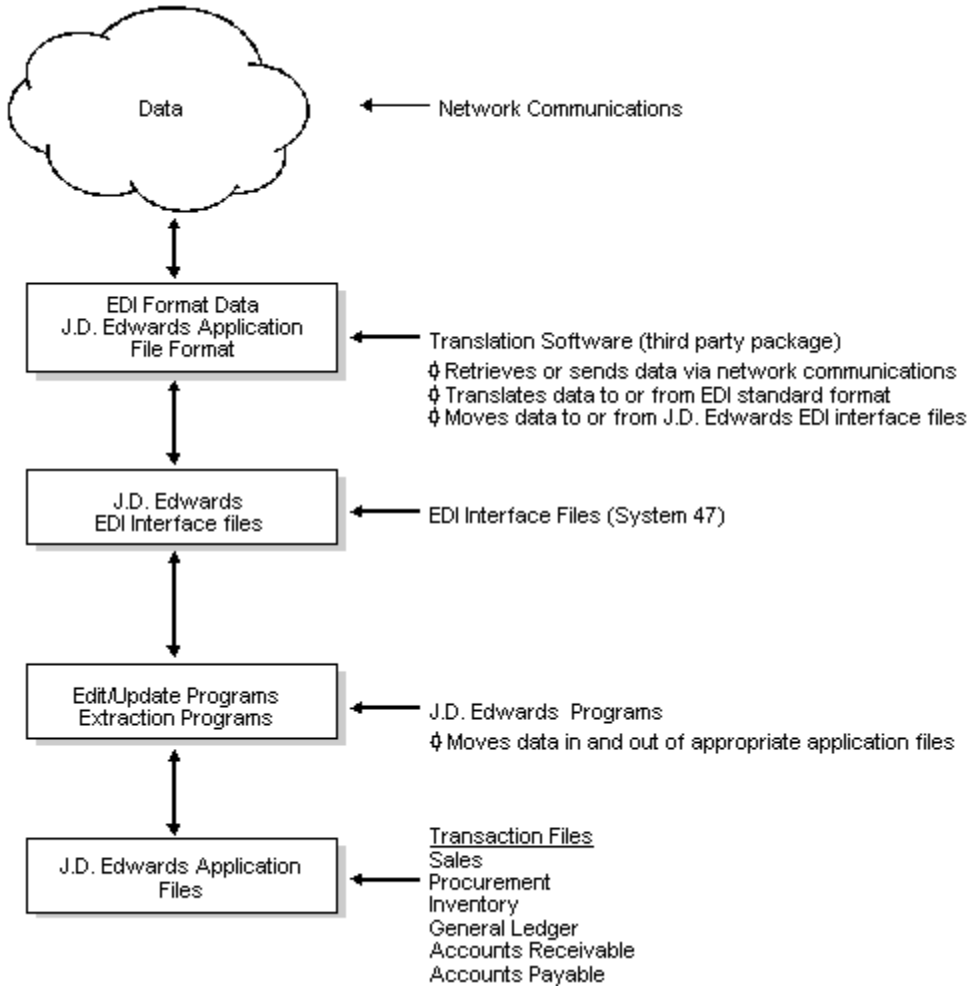
When you receive documents, your translator software:

- Retrieves the data via network communications
- Translates the data from EDI Standard format to JD Edwards World application file format
- Moves the translated data into the JD Edwards World EDI interface files

The JD Edwards World Electronic Commerce system then moves the data into the appropriate application files.

When you send documents, the system performs the procedures above in reverse order. The following graphic illustrates the EDI process:

Figure 1–2 EDI Process



1.1.10.2 Electronic Documents Supported by JD Edwards World

The EDI documents that JD Edwards World currently supports appear in the following table. The table includes corresponding codes for ANSI and EDIFACT, which are EDI standards organizations.

Transaction	ANSI	EDIFACT	Inbound To	Outbound From
Purchase Order	850	ORDERS	Sales	Procurement
Purchase Order Acknowledgement	855	ORDRSP	Procurement	Sales
Shipping Notice	856	CODEPA	Procurement	Sales
Invoice	810	INVOIC	A/P, Procurement	Sales
Receiving Advice	861	IFTMAN	Procurement, Sales	Procurement

Transaction	ANSI	EDIFACT	Inbound To	Outbound From
Request for Quote	840	REQUOT	Sales	Procurement
Response to Request for Quote	843	QUOTES	Procurement	Sales
Purchase Order Change	860	ORDCHG	Sales	Procurement
Purchase Order Change Acknowledgement	865	ORDRSP	Procurement	Sales
Product Transfer and Resale	867	SLSRPT	Sales, A/R, Inventory, G/L	Sales
Payment Order	820	PAYEXT	A/P	
Planning Schedule	830	DELFOR	DRP/MRP	DRP/MRP
Price Sales Catalog	832	PRICAT	PDM	PDM
Lockbox	823	DEBADV	A/R	
Product Activity Data	852	INVRPT	Sales/ Inventory	Inventory

1.2 Features of Sales Order Management

This section describes the features of sale order management.

1.2.1 Order Entry

Order entry allows you to record information about your customers and the items they have ordered. When you enter a sales order, the system automatically enters pertinent information that currently exists in the customer, item, preference, and pricing records. Sales order processing begins as soon as you complete order entry.

The Sales Order Management system provides the following types of additional orders to accommodate specific ordering situations:

- Quote orders
- Blanket orders
- Direct ship orders
- Transfer orders
- Interbranch sales orders
- Sales orders with manual invoice
- Credit orders

You enter these types of orders in the same way that you enter basic sales orders. However, the system processes each type of order differently. Some orders, such as blanket and quote orders, can be prerequisites to actual sales orders. That is, you must enter these types of orders before you can enter sales orders from them.

You use credit orders to accept returned items from a customer and to issue credit to the customer. When you enter credit information manually, the system applies the current unit price for the credited item. When you create a credit order, the system retrieves the credit information based on the unit price that the customer actually paid instead of today's current or average cost.

1.2.2 Templates

With some advance preparation and setup, you can significantly speed up the order entry process. One way to do this is to create and assign order templates for your customers. Templates speed the order entry process by reducing repetition.

An order template displays frequently ordered items and quantities. You can create the two types of templates:

Type	Description
Standard templates	A standard template applies to all customers. You can assign a standard template to display every time you enter an order.
Customer-specific templates	Customer-specific templates include a specific customer's most frequently ordered items. You can display a customer-specific template only when you enter orders for that customer.

1.2.3 Order Release

You might have orders on hold for several reasons. For example, you might place orders on hold that do not meet margin requirements. When an order is on hold, it must be released back into the processing cycle for any additional processing to take place.

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. You release backorders when inventory becomes available.

1.2.4 Processing Orders

After you enter sales orders, you typically advance them through the processing cycle in the following sequence:

1. Print control pick lists and pick slips
2. Confirm shipment
3. Generate invoices
4. Update information to the general ledger (G/L)

1.2.5 Updating Status Codes

Each step of the order process has user defined status codes that you define in the order activity rules. The system uses each status code to track where an order is within the sales order process. For example, if you are ready to confirm for shipment, the order might have a status code of 560.

Figure 1–3 Order Process

Standard Functionality Order Process		
Last Status		Next Status
520	Enter Sales Order	540
540	Print Pick Slips	560
560	Confirm Shipments	578
578	Run Cycle Billing	580
580	Print Invoices	600
600	Sales Update	999
999	Closed	

The process that you define for your sales orders may include additional steps, depending on the types of customers that you have.

1.2.6 Sales Order Information

You can review and analyze sales order information and generate reports to track the status of sales orders and invoices. For example, you can review the present status of any order, such as an order that is on hold, to accurately plan for future needs.

When entering or reviewing a sales order, you can quickly access item information, such as the item number, availability, quantity cost-breaks, and so on. This is helpful when you are speaking directly to the customer.

You can also access information about customer accounts and open and closed sales orders. For example, you can use the Check Credit program to compare a customer's total accounts receivable and open orders with their credit limit. You can also review sales history information and billing information that doesn't print on the invoice that the customer receives.

1.2.7 End of Day Processing

You perform end of day processing to complete the order processing cycle. Performing end of day processing consists of running batch programs to:

- Calculate individual billing cycles for customers
- Print periodic invoices that are due

- Update all tables and records related to customer sales
- Post journal entries resulting from the order processing cycle

You should run the Update Customer Sales program each day to keep the most accurate sales information. You update your sales information on a daily basis to do the following:

- Keep accounts receivable records current
- Provide daily activity reports
- Keep general ledger accounts current for inventory, cost of goods sold, sales, and freight
- Keep inventory on-hand balances accurate
- Keep interim sales and commission reports accurate

1.2.8 Pricing

For each item that you sell, you must define the price at which to sell it. You use Sales Order Management pricing to define a base pricing structure. The system uses this base pricing structure to retrieve prices when you enter items on an order and to calculate price adjustments and updates. You can define base prices for any combination of items, item groups, customers, or customer groups.

After you define base prices, you can set up price adjustments that might include the following types of price calculations:

- Contract pricing, which applies special pricing for an item to a single customer or customer group
- Trade discount pricing, which is a discount percentage on all items for a specific customer
- Cash discount pricing, which you can apply to individual sales order detail lines
- Repricing, which are additional discounts or markups that you can set up or to recalculate sales orders

1.2.9 Preferences

You can use preferences to customize the way sales orders are processed. For sales order processing, JD Edwards World has provided preferences that you can customize to meet your specific business requirements.

Typically, you create preferences when you have consistent business requirements that differ from the default values for the Sales Order Management system. For example, you can create preferences to suit the needs of:

- Your customer's specific requirements
- Your company's policies
- Regulatory agencies' rules

1.2.10 System Setup

You can customize the Sales Order Management system to meet your company's needs and customer demand.

Before you use the Sales Order Management system to process sales orders, you must perform the following system setup tasks:

- Set up constants that provide the system with default information for day-to-day transactions within a branch/plant
- Set up customer billing instructions, which are rules the system uses in processing a customer's order
- Set up order line types, which are codes that determine how the system processes a detail line in an order
- Set up order activity rules to establish the sequence of allowable steps that an order takes from beginning to end
- Define the codes that the system uses to place sales orders on hold
- Define branch sales markups, which are transfer costs that apply to interbranch sales or transfer orders
- Set up commission information for a specific salesperson or a group of salespeople
- Set up automatic accounting instructions (AAIs), which provide the Sales Order Management system with accounting information and general ledger relationships for interacting with the General Accounting system

1.2.11 Advanced and Technical Operations

Advanced and technical operations for the Sales Order Management system include:

- Purging data
- Working with subsystems

You can use these procedures to keep your system and operations running smoothly and efficiently.

Part I

Sales Order Entry

This part contains these chapters:

- Chapter 2, "Sales Order Entry,"
- Chapter 3, "Work with Header Information,"
- Chapter 4, "Work with Detail Information,"
- Chapter 5, "Processing Options for Sales Order Entry,"
- Chapter 6, "Enter Sales Orders in Line Mode,"
- Chapter 7, "Work with Recurring and Batch Sales Orders,"
- Chapter 8, "Work with Kits and Configured Items,"
- Chapter 9, "Enter Sales Orders with Templates."

2

Sales Order Entry

This chapter contains these topics:

- Section 2.1, "Objectives,"
- Section 2.2, "Overview."

2.1 Objectives

- To enter and change sales order information
- To understand the standard features of each type of order entry
- To understand the different tasks that you can perform using header and detail information
- To add and view messages to header and detail information in sales orders
- To add a sales order using templates
- To copy sales orders using order history
- To create international sales orders
- To create recurring sales orders

2.2 Overview

You enter sales orders to input information about your customers and the items that they order. When you complete the required fields for the sales order, the system retrieves the appropriate customer, item, preference and pricing records from the following tables:

- Address Book
- Customer Billing Instructions
- Customer Master Information
- Item Master Information
- Price Management
- Preferences

You can review the information and make any necessary changes. If you change the default information in an order, the new values do not affect information in the master records. To change the default information, you can access the appropriate form.

Sales order entry includes the following tasks:

- Working with header information
- Working with detail information
- Entering sales orders in line mode
- Working with recurring and batch sales orders
- Working with kits and configured items
- Entering sales orders with templates
- Entering sales orders with manual invoices

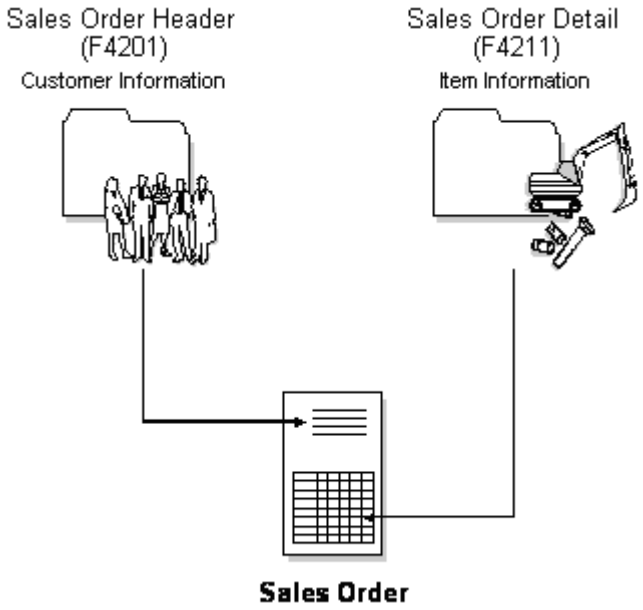
You can enter international sales orders using the same procedures as domestic sales orders if you activate the multi-currency conversion option.

A sales order has two types of information:

Information Type	Description
Header information	This information relates to an entire order, but primarily to customers. The system maintains this information in the Sales Order Heading table (F4201). The system also retrieves information from the Address Book (F0101), the Customer Master, and the Billing Instructions (F0301) tables to complete the order.
Detail information	This information primarily relates to individual lines in a sales order and to items. The system maintains this information in the Sales Order Detail table (F4211). The system also retrieves information from the Sales Order Heading (F4201), the Item Master (F4101), the Item Location (F41021), the Billing Instructions (F0301) and the Customer Master tables to complete the order.

You can enter customer and item information on either the header or detail information form. You might choose to access the header information before entering an order to review customer and shipping information or if you change multiple fields. If you do not want to change default values, the Sales Order Management system can directly access the detail information form.

Figure 2–1 Sales Order Information Organization



You can enter sales orders in the following ways:

Mode	Description
Page mode	Add several items to a single order. This method uses full functionality but processes orders more slowly than line mode.
Line mode	Add items to an order one at a time. This method has less functionality than page mode but processes orders more quickly.
Batch mode	Processes several orders at the same time.

2.2.1 Before You Begin

- Verify that the following information is set up prior to entering sales orders:
  - Address information for each customer in the Address Book (F0101). See Entering Address Book Records in the *JD Edwards World Address Book and Electronic Mail Guide*.
  - Master information for each customer in the Customer Master (F0301). See Entering Customers in the *JD Edwards World Accounts Receivable Guide*.
  - Billing instructions for each customer in the Billing Instructions on the Customer Master (F0301). See Chapter 48, "Set Up Customer Billing Instructions."
  - Item Information in the Item Master (F4101) and Bulk Item Master (F4011). See Entering Item Master Information in the *JD Edwards World Inventory Management Guide.*
  - Commission codes and rate information. See Chapter 54, "Set Up Commission Information."
  - Branch/plant information for each of your branch/plants in the Branch/Plant Constants (F41001). See Chapter 49, "Set Up Constants."
  - Item and branch/plant information in the Item Branch (F4102), the Item Location (F41021), and Item Master (F4101) for each item that you stock.
  - Preferences for customer and item combinations. See Chapter 45, "Work with Preferences."
  - Default location and printers for your terminal or user profile in the Default Location and Printers (F40095).
  - Multi-currency, if you are processing orders using different currencies. See Setting Up Multi-Currency in the *JD Edwards World General Accounting I Guide*.
- Verify that multi-currency processing is set up if you are processing international orders that use different currencies.

3

Work with Header Information

This chapter contains these topics:

- Section 3.1, "Overview,"
- Section 3.2, "Entering Header Information,"
- Section 3.3, "Updating Header Default Information,"
- Section 3.4, "Adding Messages to Sales Orders."

3.1 Overview

Each sales order has header information that is primarily customer-related and can pertain to the entire order, including:

- Billing address
- Currency code and exchange rate
- Payment terms and payment instrument
- Order hold codes
- Order dates

Header information also contains information about the conditions that affect how the system processes a sales order, such as billing instructions and delivery dates.

Most of the remaining header information consists of default values from the Address Book, Customer Billing Instructions, and Customer Master, such as tax code and area, shipping address, and freight information. You can review and change the values for the entire order. To change the default values, you can access the appropriate form to change the master information.

In addition to the header information that you enter, you can create a message and attach it to a sales order so that it appears on the sales order header when you print it.

3.1.1 Before You Begin

- Verify that the processing options in the Sales Order Entry program are set up to display header information before the detail information.
- Verify that you can process multi-currency sales orders, if necessary.

3.1.2 What You Should Know About

Topic	Description
Recording order numbers	The system assigns an order number and document type to the order. Record this number so you can locate the sales order later.
Sales order entry processing options	The processing options are the same for both header and detail information on sales orders.
Accessing the header information form	You can enter the required customer and order information on either the header or detail information form. You might choose to access header information before detail information to review the default values before you enter the order. You must set the appropriate prompting control processing option to display header information first. By default, the Sales Order Management system accesses the detail information form when you enter a sales order.

3.2 Entering Header Information

Navigation

From Sales Order Management (G42), choose Sales Order Processing

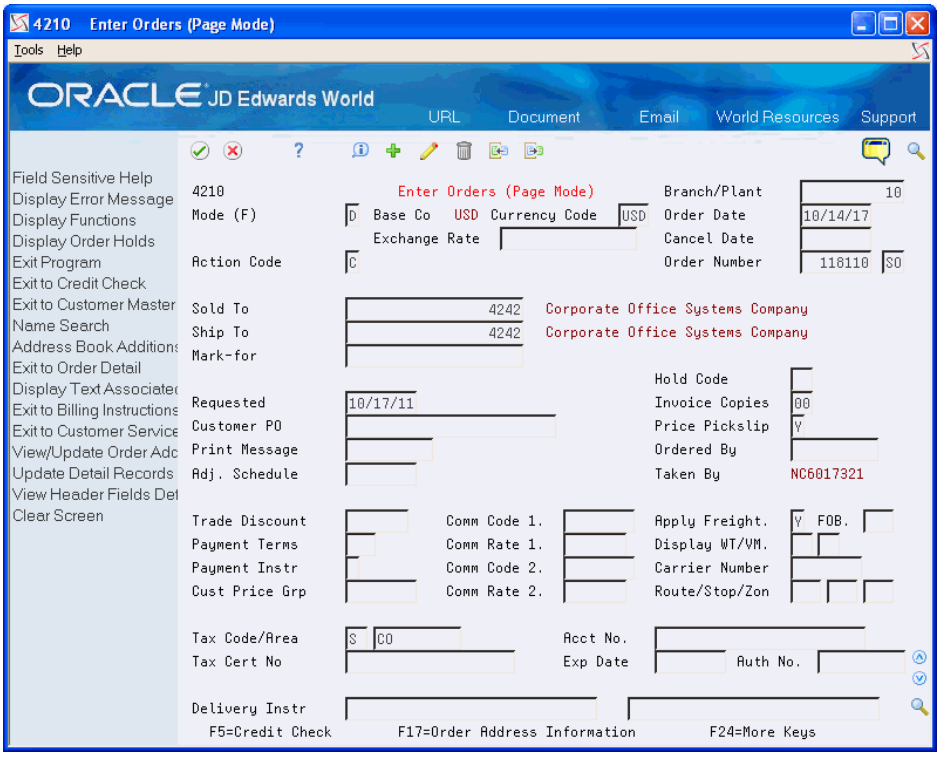
From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

To create a sales order, you must enter header information that is primarily customer-related and pertains to the entire order.

Complete the following tasks to enter header information:

- Enter order information
- Review currency information
- Review invoice information
- Review accounts receivable information
- Review shipping information

Figure 3–1 Enter Order (Page Mode) screen



To enter order information

On Enter Orders (Page Mode)

1. Complete the following fields and press Enter:
   - Branch/Plant
   - Sold To or Ship To
   - Mark-For (optional)
2. Review the following fields and make any necessary changes:
   - Order Date
   - Ship To
   - Hold Code
   - Cancel Date
   - Ordered By
   - Taken By
   - Customer PO
   - Requested Date
3. To review additional information, choose any of appropriate function keys.

Field	Explanation
Branch/Plant	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant. You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. **Note:** The system uses this value for Journal Entries if you do not enter a value for the branch plant in the AAI table. *Form-specific information* This is the branch/plant that originates the order.
Sold To	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other Address Book members.
Order Date	The date that an order was entered into the system. This date determines which effective level that the system uses for inventory pricing.
Ship To	The address number of the location to which you want to ship this order. The address book provides default values for customer address, including street, city, state, zip code, and country.
Hold Code	A user defined code (table 42/HC) that identifies why an order is on hold. *Form-specific information* A value in this field prevents the system from processing an order.
Cancel Date	The date that the order should be canceled if the goods have not been sent to the customer or the goods have not been received from the supplier. This is a memo-only field and does not cause the system to perform any type of automatic processing.
Ordered By	SALES ORDER SYSTEM: An optional entry field, intended for the name of the customer placing the order.
Taken By	SALES ORDER SYSTEM: The system uses the sign on ID to identify the individual taking the customer's order.
Customer PO	An alphanumeric value used as a cross-reference or secondary reference number. Typically, this is the customer number, supplier number, or job number.
Requested	The date that an item is to arrive or that an action is to be complete.

3.2.1 What You Should Know About

Topic	Description
Changing header information	Most default values in the header information fields originate in the Address Book, Customer Master, and Customer Billing Instructions forms. You can change the header information for a specific order or access the appropriate form to change the master information. The only header information that you cannot change is the order number and document type, because they uniquely identify the record.
Changing customer addresses	If a customer wants you to ship an order to a different address than the one that is typically used, you can change the Sold To or Ship To address. From the Enter Orders (Page Mode) form, access the Order Address Information form, and change the address. Changing the address on this form changes it for the sales order only. It does not permanently change the information in the Address Book system.
Defining Sold To and Ship To addresses	You can define a default address for a customer if the address to which you send the invoice (Sold To) is different from the address to which you send the shipment (Ship To). The system automatically fills in the Ship To address whenever you enter the Sold To address. See Section 47.2, "Defining the Invoicing Address."
Entering Mark-For addresses	You can set the Mark-For Address processing options in Sales Order Entry - Detail to display the Mark-For Address. You use the Mark-For address to specify the location of the final destination of the order. In the retail industry, you can use this address to distinguish from the Ship To address, which can often represent a Distribution Center rather than a retail outlet. You can only enter customers that you have set up in the Address Book Master and Customer Billing Instructions. If you enter a Mark-For address, the system assesses the tax based on the information that you set up in the Customer Billing Instructions for the Mark-For address instead of the Sold To address.

To review currency information

After you enter order information, you must review currency information.

On Enter Orders (Page Mode)

Review the following fields:

- Mode
- Currency Code

- Exchange Rate

Field	Explanation
Mode (F)	A code that specifying whether amounts are in the domestic currency of the company that the transaction is associated with or in the foreign currency of the customer. Valid codes are: D – Domestic F – Foreign
Currency Code	A code that specifies the currency of the transaction. This can be any code defined for your system on the Designate Currency Codes screen. *Form-specific information* If you do not specify a currency code, the default is the currency code of the customer. You can override the currency code when you enter an order.
Exchange Rate	The conversion rate that the system uses to convert foreign currencies to domestic currencies. If the Multi-Currency Conversion option on the Set Multi-Currency Option form is set to Y, this rate is a multiplier. If it is set to Z, this rate is a divisor. *Form-specific information* If you leave this field blank, the exchange rate is supplied from the Exchange Rate table on the Set Daily Transaction Rates form.

3.2.2 What You Should Know About

Topic	Description
Changing currency information	You cannot edit the currency information on this form after you enter a sales order. To change the information, access the Customer Master Information for the customer to whom the items are being sold.
Changing multi-currency sales orders	You cannot edit the exchange rate in Enter Orders (Page Mode). You can override the currency code and the exchange rate information only in line mode. If you change the exchange rate, you must remove both the price and cost amounts so that the system can recalculate the new amounts. See Chapter 6, "Enter Sales Orders in Line Mode" for more information.
Reviewing currency conversion information	You can review a sales order using multi-currency in both the foreign and domestic modes to see the conversion amounts.

To review invoice information

After you review currency information, you must review invoice information.

On Enter Orders (Page Mode)

Complete the following fields:

- Invoice Copies

- Print Message
- Price Pickslip
- Delivery Instructions

Field	Explanation
Invoice Copies	The number of invoice copies that the customer requires. The system prints the number of invoices specified in this field. The system always prints at least one invoice. *Form-specific information* You set up the default in the billing instructions for the ship to address.
Price Pickslip	Code that indicates whether price information will appear on the customer's pick list, purchase order, or sales order. Valid codes are: Y – Yes, which is the default N – No
Delivery Instructions	One of two fields that you use to enter delivery instructions. *Form-specific information* Both lines print on the invoice and can originate from the billing instructions for the ship to address. You set up the default on the Customer Billing Instructions form.
Print Message	A user defined code (system 40/type PM) that represents a predefined message set up on Print Message Revisions. You can print the message on sales orders, purchase orders, and so forth.

3.2.3 What You Should Know About

Topic	Description
Changing invoice information	You can edit the invoice information only for the sales order. To permanently change the information, access the Customer Billing Instructions for the customer to whom the items are being sold.

To review accounts receivable information

After you review invoice information, you must review accounts receivable information.

On Enter Orders (Page Mode)

Complete the following fields:

- Trade Discount
- Payment Terms
- Payment Instruments
- Tax Code
- Tax Area
- Tax Certification Number
- Account Number

- Expiration Date
- Authorization Number

Field	Explanation
Trade Discount	Percentage by which the system reduces the price of each item. This is the only discount that will be applied. You can override it if you enter a price. Enter the percentage as a whole number (that is, 5 for 5%). *Form-specific information* You set up the default in the billing instructions for the sold to address.
Payment Terms	A code that specifies the terms of payment, including the percentage of discount available if the invoice is paid within a certain amount of time. A blank code usually indicates the most frequently used payment term. You define the specifications for each type of payment term on the Payment Terms Revisions form. For example: blank – Net 15 1 – 1/10 net 30 2 – 2/10 net 30 N – Net 30 P – Fixed day of 25th Z – Net 90 This code prints on customer invoices. *Form-specific information* These terms originate from the Customer Master Information form for the sold to address.
Payment Instr	The user defined code (system 00, type PY) that specifies how payments are made by the customer. For example: C – Check D – Draft T – Electronic funds transfer *Form-specific information* This information originates from the Customer Master Information for the sold to address.
Tax Code/Area	A code that identifies a tax or geographic area that has common tax rates and tax distribution. The tax rate/area must be defined to include the tax authorities (for example, state, county, city, rapid transit district, or province), and their rates. To be valid, a code must be set up in the Tax Rate/Area table (F4008). Typically, U.S. sales and use taxes require multiple tax authorities per tax rate/area, whereas VAT requires only one simple rate. The system uses this code to properly calculate the tax amount. *Form-specific information* You can set up this default information in the Customer Master Information for the sold to address.

Field	Explanation
Tax Cert No	A number that identifies a license or certificate that tax authorities issue to tax-exempt individuals and companies. *Form-specific information* You can set up the default information in the Customer Master Information for the ship to address.
Acct No	The first of three fields available to record credit card transactions. This field allows you to record the customer's account number with the credit card company or bank. It is for information purposes only.
Exp Date	This field is to record the account number and expiration date of credit cards used by your customers who make purchases from you. It is for information purposes only.
Auth No	This field lets you record the authorization number provided by the credit card company or bank which issued the card. It is for information purposes only.

3.2.4 What You Should Know About

Topic	Description
Changing accounts receivable information	You can edit the accounts receivable information only for the sales order. To permanently change the information, access the customer master information for the customer to whom the items are being sold.

To review shipping information

After you review accounts receivable information, you must review shipping information.

On Enter Orders (Page Mode)

Complete the following fields:

- Apply Freight
- FOB
- Display Weight
- Display Volume
- Carrier Number
- Route
- Stop
- Zone

Field	Explanation
Apply Freight	A code indicating whether the system should perform freight calculations during processing. Valid codes are: Y – yes, perform calculations N – no, do not perform calculations If you leave this field blank, the system automatically enters Y. *Form-specific information* You must set up the freight tables in Freight/Additional Rate Revisions and then assign the appropriate zone to the customer's billing instructions before the system can perform freight calculations.
FOB	A user defined code (system 42/type FR) designating the method by which supplier shipments are delivered. For example, the supplier could deliver to your dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination. *Form-specific information* You can set up this default information in the billing instructions for the ship to address.
Display WT/VM	A user defined code (system 00, type UM) that identifies which unit of measure the system should use to display the weight of individual order lines and the order as a whole for this customer when you use the order summary form. *Form-specific information* You can set up this default information in the billing instructions for the ship to address.
Carrier Number	The address number for the preferred carrier of the item. The customer or your organization might prefer a certain carrier due to route or special handling requirements. *Form-specific information* You can set up this default information in the billing instructions for the ship to address.
Route/Stop/Zone	The route field is a user defined code (system 42, type RT) that represents the delivery route on which the customer resides. This field is one of several factors used by the freight summary facility to calculate potential freight charges for an order. For picking, use the route code with the stop and zone codes to group all of the items that are to be loaded onto a delivery vehicle for a specific route. You set up a default for each of these fields on the Customer Billing Instruction form. *Form-specific information*

3.2.5 What You Should Know About

Topic	Description
Changing shipping information	You can edit the shipping information on this form only for the sales order. To permanently change the information, access the customer billing instructions for the customer to whom the items are being shipped.

3.3 Updating Header Default Information

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

Most of the header information consists of default values from the Address Book, Customer Billing Instructions, and Customer Master, such as tax code and area, shipping address, and freight information. You can select fields in the header information that you want the system to copy to the detail information form.

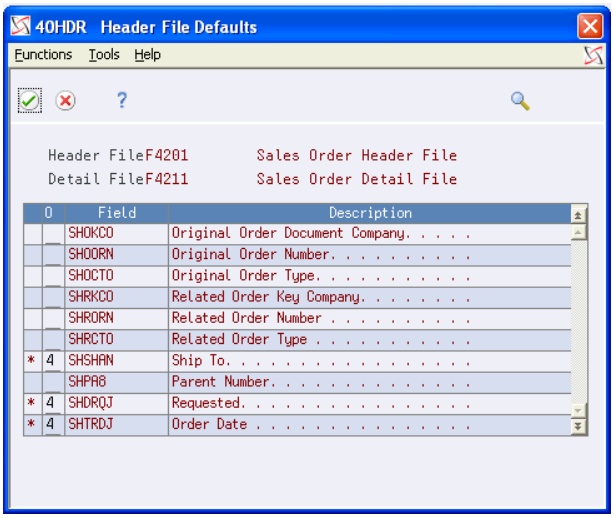
You select the header fields that will default to the detail information form. For example, if you select freight information that you set up in the customer's billing instructions, the system will display the default on each of the detail lines in the sales order.

To update header default information

On Enter Orders (Page Mode)

1. Locate the sales order that you want to change.
2. Press F20 to access Header File Defaults.

Figure 3–2 Header File Defaults screen



3. On Header File Defaults, review the following fields:
   - Field
   - Description

4. Select each header field from which you want the system to copy information to the detail.

3.3.1 What You Should Know About

Topic	Description
Updating detail information with header information	Depending on how the processing options are set, you can have the information that you change in the header carry over to the detail information automatically. Otherwise, you must do it manually by pressing F18.

3.4 Adding Messages to Sales Orders

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can attach a message, such as special packing instructions, to a sales order.

To add a message, you can:

- Create your own text
- Copy text from existing messages
- Use a predefined text message

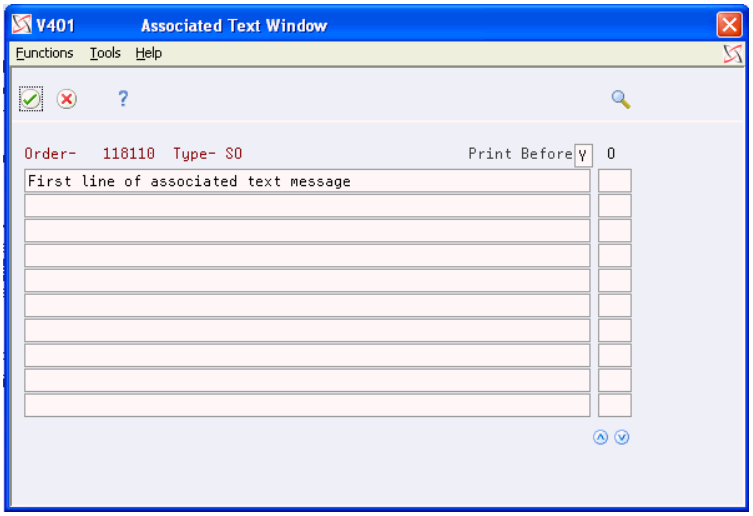
Regardless of the method that you use to add a message, you can view it online and print it on the invoice and pick slip.

To add messages to sales orders

On Enter Sales Orders (Page Mode)

1. Press F14 to display Text Associated with order.

Figure 3–3 Associated Text screen



2. On Associated Text, enter the message.

3. Options 1 and 9 can be used to insert and delete lines.
4. Return to Sales Order Entry by pressing F3.

3.4.1 What You Should Know About

Topic	Description
Printing associated text on invoices	To print the associated text on the invoice, you must set the appropriate processing option in the Print Invoices program. See Section 31.2, "Printing Invoices" for more information.

4

Work with Detail Information

This chapter contains these topics:

- Section 4.1, "Detail Line Format,"
- Section 4.2, "Entering Detail Information,"
- Section 4.3, "Changing Order Detail Information,"
- Section 4.4, "Entering Substitute, Associated and Replacement Items,"
- Section 4.5, "Adding a Message Using a Text Line Type,"
- Section 4.6, "Duplicating Sales Order Information,"
- Section 4.7, "Backorder Processing."

After adding header information to a sales order, you can add detail information about the items on the order, such as quantities, prices, and costs. You can specify information that prints on the customer's invoice, such as backordered and shipped quantities. You can also add messages to individual detail lines using a text line type and associated text.

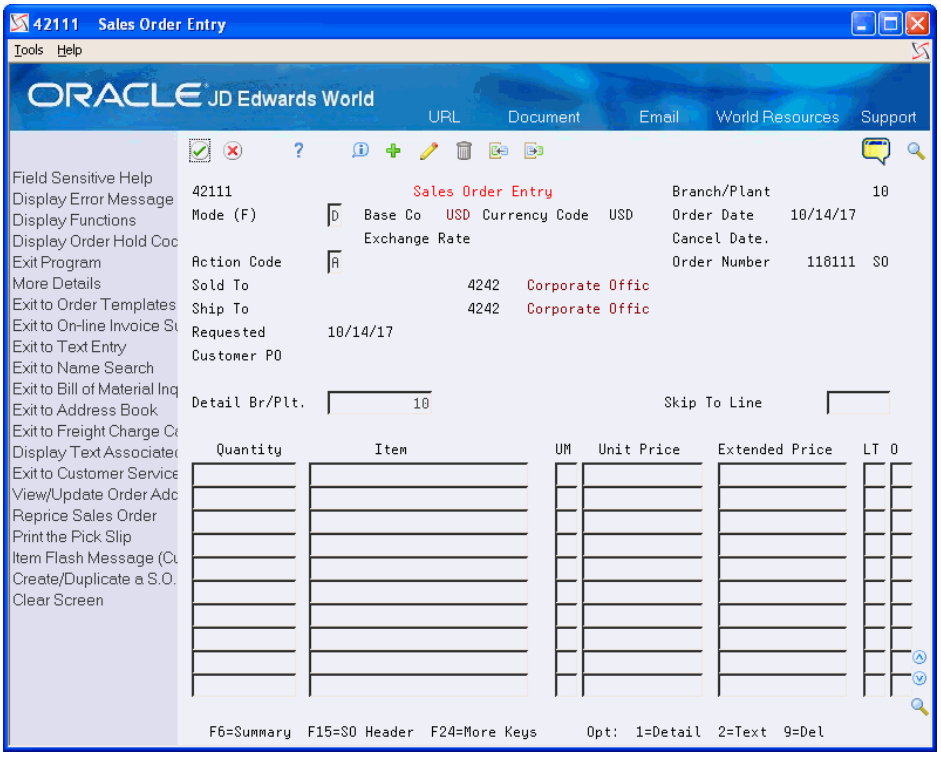
Because the system retrieves most of the detail information from other tables, you need to enter only a minimum of information. You can review and change the values as necessary.

You can enter the required customer and order information on either the header or detail information form. You might choose to access header information before detail information to review the default values before you enter the order. To locate and review orders, you might want to directly access the detail information.

4.1 Detail Line Format

The information you must enter for detail lines depends on the order detail line format that you choose. Processing options allow you to choose from five formats.

Figure 4–1 Sales Order Entry screen



Format 1 appears on Sales Order Detail above. If you do not specify a format, the system uses the first format. Column Headings for formats 2, 3, 4, and 5 are shown below.

To use the ECS and Scale Ticket formats, you must activate ECS Constants in Branch/Plant Constants and install the additional software, such as Load and Delivery Management, that meets your business needs.

Figure 4–2 Format 2 Headings

Quantity	Item	Description	Price/Ext	0

You can use this format to display the item's description that is set up in Inventory Master. In this format, you must access the full detail area to display the extended price.

Figure 4–3 Format 3 Headings

Item	UM	Quantity	Unit Price	Extended Price	LT	0

Depending on your business needs, you might choose that format that requires you to enter the item and unit of measure before you enter the quantity.

Figure 4–4 Format 4 - ECS Format Headings

Quantity	Item	UM	Unit Price	Pr	Mod	Du	LOB	LT	0

You can use the ECS format for bulk product orders, such as liquids or petrochemicals. You can review and edit additional information that defaults in from the Load and Delivery Management system.

Figure 4–5 Format 5 - Scale Ticket Format Headings

Account Number	Item	Quantity	UM	Unit Price	0

See Also:

- Create Freight Preferences in the *JD Edwards World Load and Delivery Management Guide.*

4.2 Entering Detail Information

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

Detail information relates to individual lines in a sales order. You can enter the detailed item, price, shipping, accounts receivable, and commission information for each sales order line.

Because the system retrieves most of the information from other tables, you need to enter only a minimum of information. Entering detail information includes the following tasks:

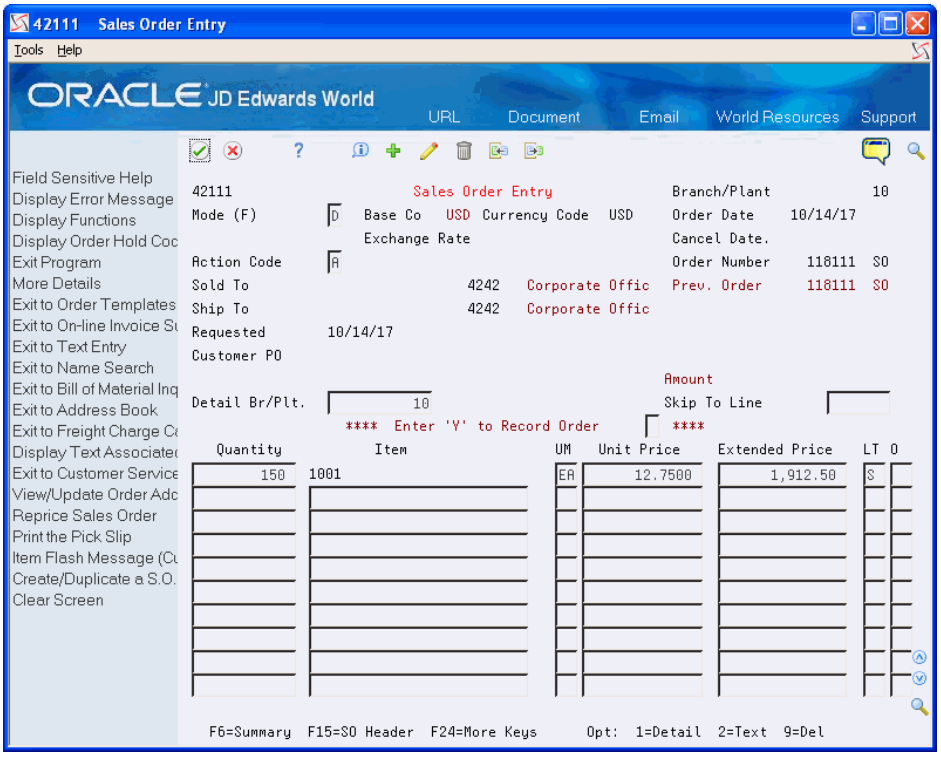
- Entering item information
- Reviewing price and cost information
- Reviewing order information

4.2.1 What You Should Know About

Topic	Description
Canceling and deleting sales orders	You can cancel but not delete an entire order, or cancel only specific order lines: ■ When you cancel an entire order, by placing a D in the action code, all of the order lines on Sale Order Entry display "Closed" and the last status is 980 and the next status is 999 (complete and ready to purge). The Sales Order Header record (F4201) remains intact. ■ When you cancel individual order lines by placing a 9 in the option field, only the lines that you cancel display "Closed" and have a last status of 980 and a next status of 999. You must use purge programs to remove an order from the system, purging the detail records before the header records. See Section 61.1, "Purging Data."

Topic	Description
Accessing the detail information form	By default, the Sales Order Management system accesses the detail information form when you enter a sales order. If you have set the prompting control processing option to display header information before detail information, you must choose the appropriate function to exit to the order detail form. You can review and change the values as necessary.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Tools Guide* for more information.

Figure 4–6 Sales Order Entry (Details) screen



To enter item information

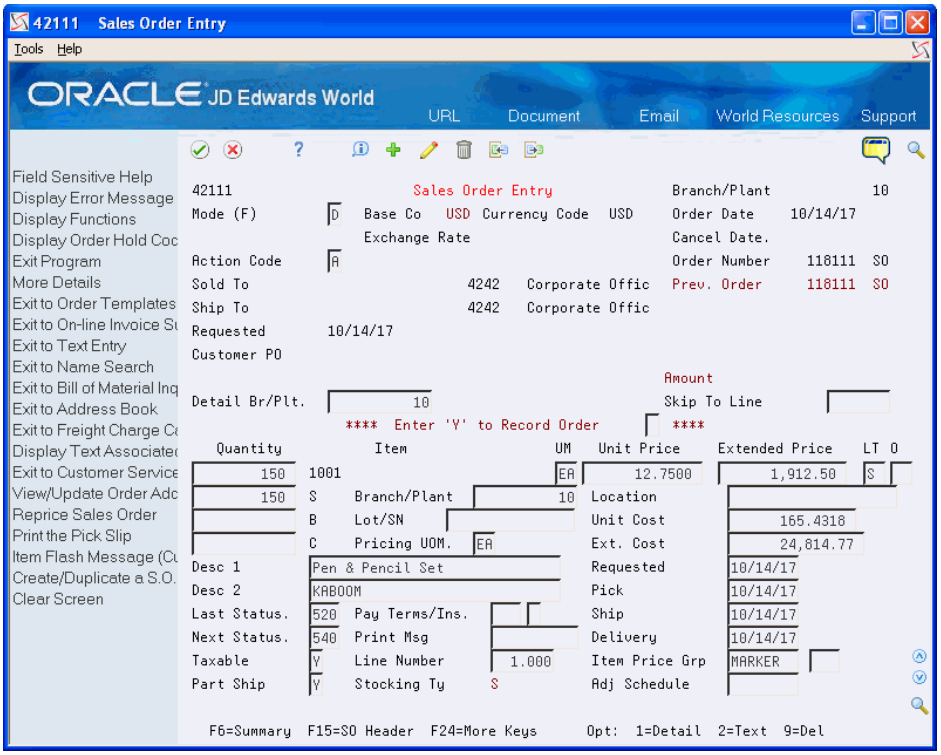
On Enter Sales Order (Page Mode)

1. Access Sales Order Entry.
2. On Sales Order Entry, complete the following fields and press Enter:
   - Detail Branch/Plant
   - Quantity
   - Item
3. Review the following fields and make any necessary changes:
   - Unit of Measure
   - Unit Price
   - Extended Price

- Line Type

4. Access the detail area.

Figure 4–7 Sales Order Entry (Details) screen



5. Review the following fields and make any necessary changes:

- Branch/Plant
- Lot
- Location
- Description 1
- Description 2
- Stocking Type

Field	Explanation
Detail Br/Plant	This is the default branch/plant for the order detail lines. You must enter a valid branch/plant from the Business Unit Master (F0006).
Skip To Line #	Number identifying the line you want the system to display at the top of the detail information.
Quantity	The quantity of units affected by this transaction.
Item	The number assigned to an item. It can be in short, long, or 3rd item number format.
Price/Ext	The list or base price to be charged for one unit of this item. In sales order entry, all prices must be set up in the Base Price table (F4106).

Field	Explanation
Extended Price	The extended price is the quantity available for shipping multiplied by the unit price. The system calculates this price. If you enter the extended amount and quantity, the system can calculate the unit price.
Line Type	A code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). It also specifies the conditions under which a line prints on reports and is included in calculations. Codes include: S – Stock item N – Non-stock item F – Freight T – Text information M – Miscellaneous charges and credits W – Work order D – Direct Ship Item
Brn/Plt	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant. You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. **Note:** The system uses this value for Journal Entries if you do not enter a value in the AAI table.
Lot	A number that identifies a lot or a serial number. A lot is a group of items with similar characteristics.
Location	A code that identifies inventory locations in a branch/plant. You define the format of the location identifier by branch/plant.
Desc 1	A brief description of an item, a remark, or an explanation.
Description 2	A second, 30-character description, remark, or explanation.
Stocking Ty	A user defined code (41/I) that indicates how you stock an item (for example, as finished goods, or as raw materials). The following stocking types are hard-coded and you should not change them: B – Bulk floor stock C – Configured item F – Feature K – Kit parent item N – Non-stock

4.2.2 What You Should Know About

Topic	Description
Skipping order lines	When you inquire on orders that have multiple order lines, you can skip to the one that you want to display on the first line of the order information by entering the line number in the Skip To Line # field.
Reviewing commitment information	If the quantity that you need for a sales order line is committed across several branch plants, you can review the following information on Inventory Commitment: ▪ Soft-committed quantities display only branch/plant information ▪ Hard-committed quantities display branch/plant and location information The commitment information that displays depends on how you set up the Inventory Commitment preference. Inventory Commitment information may also be displayed (V42130) using option 10 in the Sales Order detail line. See Chapter 44, "Set Up Preferences" for more information.
Viewing item flash messages	Flash messages for order lines contain information that people need to know when selling an item, such as engineering change orders. If a flash message exists for an order line, the system highlights the Item field. You can view the message by selecting function key F20.
Searching for items	If you do not know the item number, you can access the Item Search window to find it. For more information about searching for items, see Locating Item Information in the *JD Edwards World Inventory Management Guide*.
Searching by cross-reference information	The system can also retrieve item information using a customer's part number if the cross-reference information is set up in the Item Cross-Reference Revisions program. Item Cross Reference information is also held for Substitute and Associated items and Replacement items. See Section 4.4, "Entering Substitute, Associated and Replacement Items."
Reviewing item quantity information	When you order an item that is not available in the quantity that you need, the Supply/Demand form might display, depending on how you set the processing options. Or, you can display this information manually. See Section 20.7, "Reviewing Supply and Demand Information" for more information about item quantities.

Topic	Description
Reviewing item price information	During order entry you can review price information before selecting a price for an item on the Check Price and Availability form. Display this information by entering option 4 from the Sales Order detail line. See Section 20.3, "Reviewing Price and Availability Information."

To review price and cost information

After you enter item information, you can review price and cost information for each line in the sales order.

On Enter Sales Order (Page Mode)

1. Access Sales Order Entry.
2. Access the detail area.
3. Review the following fields and make any necessary changes:
   - Unit Cost
   - Ext. Cost
   - Pricing Unit of Measure
   - Item Price Group
   - Pricing Category Level
   - Factor
   - Taxable

Field	Explanation
Unit Cost	The amount per unit (the total cost divided by the unit quantity).
Ext. Cost	For accounts receivable and accounts payable, this is the invoice (gross) amount. For sales orders and purchase orders, this is the unit cost times the number of units. *Form-specific information* The extended cost is the quantity available for shipping multiplied by the unit price--not the quantity ordered.
Pricing UOM	A code (system 00/type UM) that indicates the unit of measure in which you usually price the item. *Form-specific information* If the pricing unit of measure is different from the stocking unit of measure, the unit price or extended field can appear inconsistent.

Field	Explanation
Item Group	A user defined code (40/PI) that identifies an inventory price group for an item. Inventory price groups have unique pricing structures that direct the system to incorporate discounts or markups on items on sales and purchase orders. The discounts or markups are based on the quantity, dollar amount, or weight of the item ordered. After you assign a price group to an item, the item uses the same pricing structure that was defined for the inventory price group. You must assign an inventory price group to the supplier or customer, as well as to the item, for the system to interactively calculate discounts and markups on sales orders and purchase orders.
Factor	The factor that the system applies to the unit price of an inventory item to determine the net price. The system retrieves this value from the inventory pricing rules if you have assigned a rule to this item. The pricing rule setup determines if the system multiplies the unit price by this value or adds to or deducts from the unit price.
Taxable (Y/N)	A code that indicates whether the item is subject to sales tax when you sell it. The system calculates tax on the item only if the customer is also taxable.

To review order information

After you review price and cost information, you can review order information for each line in the sales order.

On Enter Sales Order (Page Mode)

1. Access Sales Order Entry.
2. Access the detail area.
3. Review the following fields and make any necessary changes:
   - Last Status
   - Next Status
   - Print Message
   - Requested
   - Ship
   - Pick
   - Delivery
   - S (Quantity Shipped)
   - B (Quantity Backorder)
   - C (Quantity Canceled)
   - Partial Shipment

Field	Explanation
Stat (L/N)	A user defined code (40/AT) that indicates the next step in the order process.

Field	Explanation
Print Msg	A user defined code (system 40/type PM) that represents a predefined message set up on Print Message Revisions. You can print the message on sales orders, purchase orders, and so forth.
Ship	The promised shipment date for either a sales order or purchase order. The Supply and Demand program (P4021) uses this date to calculate Available to Promise information. This value can be automatically calculated during sales order entry. This date represents the day the item can be shipped from the warehouse. The promised shipment date for either a sales order or purchase order. The Supply and Demand program (P4021) uses this date to calculate Available to Promise information. This value can be automatically calculated during sales order entry. This date represents the day the item can be shipped from the warehouse.
Pick	The scheduled pick date for a sales order. If the scheduled pick date is not within the specific commitment days that are defined in the Branch/Plant Constants, the system future commits the order.
Shipped	The number of units committed for shipment in Sales Order Entry, using either the entered or the primary unit of measure defined for this item. In the Manufacturing system and Work Order Time Entry, this field can indicate completed or scrapped quantities. The quantity type is determined by the type code entered.
Backordered	The number of units backordered in Sales Order Management or in Work Order Processing, using either the entered or the primary unit of measure defined for this item.
Cancel	The number of units canceled in Sales Order or Work Order Processing, using either the entered or the primary unit of measure defined for this item. In manufacturing, this can also be the number of units scrapped to date.
Part Ship	Code that indicates whether the customer requires the entire line be shipped at one time or whether the customer will accept multiple partial shipments instead. Valid codes are Y (yes), which is the default, and N (no).

See Also:

- Work with PC Import/Export in the *JD Edwards World Technical Tools Guide*.

4.3 Changing Order Detail Information

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can change how the system processes each line of a sales order by changing the following types of information on a line-by-line basis:

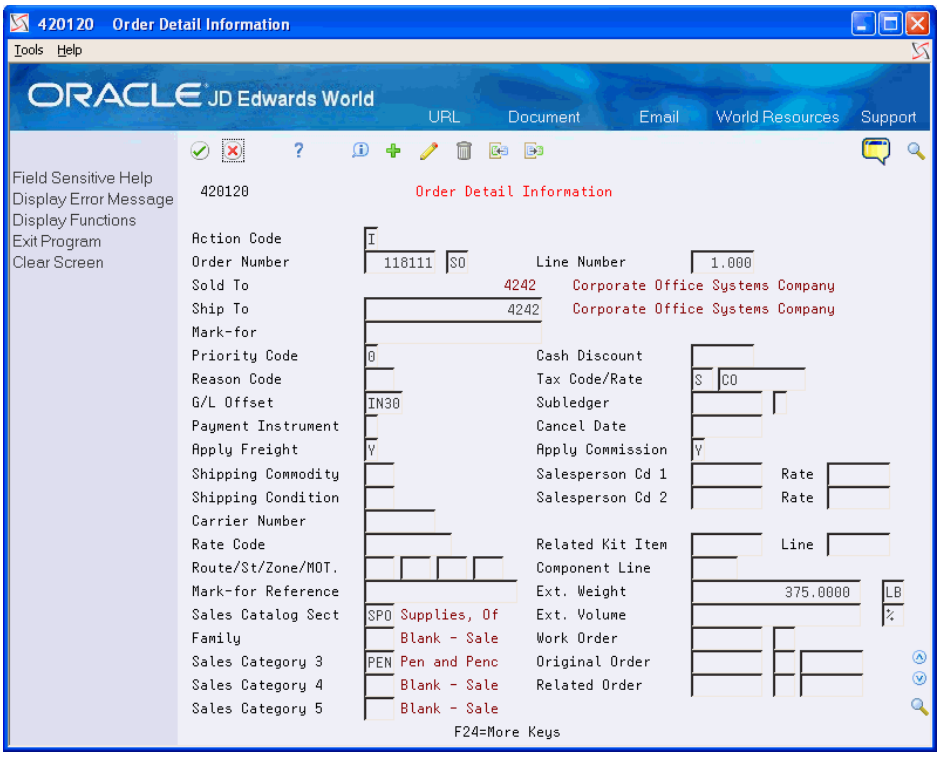
- Header information, such as subledger account and sales category codes that affect billing, internal processing, and history tables
- Detail information, such as Ship To addresses and other shipping information

Because the system retrieves most of the order detail information from other tables, you only need to enter a minimum of information. You determine the values to change by reviewing them first and then making any necessary changes.

Changing order detail information for each sales order line includes the following tasks:

- Reviewing shipping information
- Reviewing accounts receivable information
- Reviewing code and order information
- Reviewing sales category and commission information
- Reviewing item information

Figure 4–8 Order Detail Information screen



To review shipping information

On Enter Orders (Page Mode)

1. Locate the sales order that you want to change.
2. Access Sales Order Entry.
3. On Sales Order Entry, select the order detail line that you want to change.
4. Choose the Detail option to access Order Detail Information.
5. On Order Detail Information, review the following fields and make any necessary changes:
   - Ship To
   - Shipping Commodity
   - Shipping Condition
   - Carrier Number
   - Apply Freight

- Rate Code
- Route
- Stop
- Zone
- Mode of Transport

Field	Explanation
Ship To	The address number of the location to which you want to ship this order. The address book provides default values for customer address, including street, city, state, zip code, and country.
Shipping Commodity Class	A user defined code (system 41/type E) that represents an item property type or classification, such as international shipment handling. The system uses this code to sort and process like items. This field is one of three classification categories available primarily for inventory and shipping purposes.
Shipping Conditions Code	A code (table 41/C) that represents an item property type or classification, such as special shipping conditions. The system uses this code to sort and process like items. This field is one of three classification categories available primarily for inventory and shipping purposes.
Carrier Number	The address number for the preferred carrier of the item. The customer or your organization might prefer a certain carrier due to route or special handling requirements. *Form-specific information* You can set up this default information in the billing instructions for the ship to address.
Apply Freight	A code indicating whether the system should perform freight calculations during processing. Valid codes are: Y – yes, perform calculations N – no, do not perform calculations If you leave this field blank, the system automatically enters Y.
Rate Code	The user defined code (system 41/type RT) for freight rate. This designates the amount that the customer is charged for postage, freight, or other miscellaneous expenses for an order.
Route/St/Zone/MOT	The zone field is a user defined code (system 40, type ZN) that represents the delivery area in which the customer resides. This field is one of several factors used by freight summary facility to calculate potential freight charges for an order. For picking you can use the zone code with the route and stop codes to group all item that are to be loaded onto a delivery vehicle for a specific route. You set up the default for each of these fields on the Customer Billing Instructions form.

To review accounts receivable information

After you review shipping information, you can review accounts receivable information for each line in the sales order.

On Enter Orders (Page Mode)

1. Locate the sales order that you want to change.
2. Access Sales Order Entry.
3. On Sales Order Entry, select the order detail line that you want to change.
4. Choose the Detail option to access Order Detail Information.
5. On Order Detail Information, review the following fields and make any necessary changes:
   - Subledger
   - Subledger type
   - G/L Offset
   - Cash Discount %

Field	Explanation
Subledger	A code that identifies a detailed auxiliary account within a general ledger account. A subledger can be an equipment item number, an address book number, and so forth. If you enter a subledger, you must also specify the subledger type.
G/L Offset	The table of Automatic Accounting Instruction accounts that allows you to predefine classes of automatic offset accounts for Accounts Payable, Accounts Receivable, and other systems. G/L offsets might be assigned as follows: ■ blank or 1210- Trade Accounts Receivable ■ RETN or 1220 - Retainages Receivable ■ EMP or 1230 - Employee Accounts Receivable ■ JIB or 1240 - JIB Receivable (See A/R Class Code - ARC in Appendix A, Batch Input Setup in the *JD Edwards World Address Book and Electronic Mail Guide*) ■ blank or 4110 - Trade Accounts Payable ■ RETN or 4120 - Retainage Payable ■ OTHR or 4230 - Other Accounts Payable (See A/R Class code - APC in Appendix A, Batch Input Setup in the *JD Edwards World Address Book and Electronic Mail Guide*) If you leave this field blank during data entry, the system uses the default value from the Customer Master Information table (F0301) or the Supplier Master Information table (F0401). The post program uses the G/L Offset class to create automatic offset entries. **Note:** Do not use code 9999. It is reserved for the post program and indicates that offsets should not be created.
Cash Discount %	A discount which is passed forward from the manufacturer or mill to the customer based upon the payment terms of the supplier. Enter 10 percent as 10.00

To review code and order information

After you review accounts receivable information, you can review code and order information for each line in the sales order.

On Enter Orders (Page Mode)

1. Locate the sales order that you want to change.
2. Access Sales Order Entry.
3. On Sales Order Entry, select the order detail line that you want to change.
4. Choose the Detail option to access Order Detail Information.
5. On Order Detail Information, review the following fields and make any necessary changes:
   - Mark-For
   - Priority Code
   - Reason Code
   - Original Order
   - Original Order Type
   - Original Line Number
   - Related Order
   - Related Order Type
   - Related Line Number
   - Mark-For Reference

Field	Explanation
Priority Code	A code that tells the system to handle this customer's orders on a priority basis. Use this value to set up print pick slips so you can choose to print them on a priority basis. This code is assigned from the Customer Billing Instructions. This field is informational only and can be used in DREAM Writer selection to expedite order lines. In addition, the backorder print report and automatic batch release program can be sequenced by this code to release those orders with the highest priority first.
Reason Code	A user defined code (system 42/type RC) that explains the purpose for a transaction. For example, you can indicate the reason that you are returning items, such as the goods were damaged in shipment or too many goods were shipped.
Original Order	The original document number. This can be a voucher, an invoice, unapplied cash, a journal entry number, and so on. Matching document numbers are also used to identify related documents in the Accounts Receivable and Accounts Payable systems. The document number (DOC) is always the original document number. The matching document number (DOCM) is the check, adjustment, or credit to be applied against the original document. *Form-specific information* The original document number for the release of a blanket order.
Related Order	A number that identifies a secondary purchase order, sales order, or work order associated with the original order. This is for information only.

Field	Explanation
Related PO/SO Line Number	A number of the detail line on the related order for which the current order was created. For example, on a purchase order created to fill open sales orders, this is the line number of the sales order on which the item you are ordering appears. *Form-specific information* The system assigns decimal values to kits and text.

4.3.1 What You Should Know About

Topic	Description
Entering Mark-For address and reference information	You can set the Mark-For Address processing options in Sales Order Entry - Detail to display the Mark-For Address. You use the Mark-For address to specify the location of the final destination of the order. In the retail industry, you use this address in addition to the Ship To address. You can only enter customers that you have set up in the Address Book Master and Customer Billing Instructions. If you enter a Mark-For address, the system assesses the tax based on the information that you set up in the Customer Billing Instructions for the Mark-For address instead of the Sold To address.

To review sales category and commission information

After you review code and order information, you can review sales category and commission information for each line in the sales order.

On Enter Orders (Page Mode)

1. Locate the sales order that you want to change.
2. Access Sales Order Entry.
3. On Sales Order Entry, select the order detail line that you want to change.
4. Choose the Detail option to access Order Detail Information.
5. On Order Detail Information, review the following fields and make any necessary changes:
   - Sales Catalog Section
   - Family
   - Sales Category 3
   - Sales Category 4
   - Sales Category 5
   - Apply Commission
   - Salesperson Code 1
   - Salesperson 1 Rate
   - Salesperson Code 2

- Salesperson 2 Rate

Field	Explanation
Sales Catalog Section	One of ten category codes for sales coding purposes. These codes can represent such things as color, material content, or use.
Sales Category 3	One of ten category codes for sales coding purposes. These codes can represent such things as color, material content, or use.
Sales Category 4	One of ten category codes to be used for sales coding purposes. These codes can represent such things as color, material content, or use.
Sales Category 5	One of ten category codes to be used for sales coding purposes. These codes can represent such things as color, material content, or use.
Apply Commission (Y/N)	Used to indicate whether the sales value or gross margin earned in this order detail line should be included in the calculation of commission for the salesperson(s) responsible for this order.
Salesperson Cd 1	The first of two salespeople who have responsibility for or can receive a commission on sales to this customer. You create this code by using the Address Book system or the Related Salesperson form. You set up the default on the Customer Billing Instructions form.
Salesperson Cd 2	The second of two salespeople who have responsibility for or can receive a commission on sales to this customer. You create this code by using the Related Salespersons form or assigning the salesperson's address book number in the customer's billing instructions. You set up the default on the Customer Billing Instructions form.

4.3.2 What You Should Know About

Topic	Description
Changing commission information	You can edit the commission information on this form only for the sales order. To permanently change the information, access the customer billing instructions for the customer to which the items are being sold.

To review item information

After you review sales category and commission code information, you can review item information for each line in the sales order.

On Enter Orders (Page Mode)

1. Locate the sales order that you want to change.
2. Access Sales Order Entry.
3. On Sales Order Entry, select the order detail line that you want to change.
4. Choose the Detail option to access Order Detail Information.
5. On Order Detail Information, review the following fields and make any necessary changes:
   - Extended Weight
   - Weight Unit of Measure

- Extended Volume
- Volume Unit of Measure
- Related Kit Item
- Line
- Component Line

Field	Explanation
Ext. Weight	The total weight of the items on an order line. This is the quantity ordered in primary unit of measure multiplied by the item's unit weight.
Ext. Volume	The total volume of the items on an order line. This is determined by multiplying the quantity ordered in primary unit of measure by the item's unit volume.
Related Kit Item	If an individual item of inventory is sold as a component of a kit or assembly (single level bill-of-materials), the item number of that kit is the 'related' item number.
Line	This line number indicates the relative sequence in which a component is added to a kit or single level bill of materials. For example, the system automatically assigns a whole number to the kit master line, for example, 1.0000. Each component line is assigned a consecutive subset of that line number, for example, the first component has line 1.010, and the second component has 1.020.
Component Line	A number that indicates the sequence of the components on a bill of material. It initially indicates the relative sequence in which a component was added to a kit or single level bill of material. You can modify this number to change the sequence in which the components appear on the bill of material. Skip To fields allow you to enter a component line number that you want to begin the display of information.

4.4 Entering Substitute, Associated and Replacement Items

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

If there is only partial availability for an item, you can use a substitute item to provide the quantity that you need to complete an order. For example, our customer orders black staplers, but you find that they are backordered. If the customer allows it, you can specify a substitute item, such as white staplers, to fill the order.

Substituting an item on a sales order cancels any quantities for the original item that are backordered. After you add a substitute item, the original order line displays a "Canceled by Substitution" status, and the new order line displays a "Sold as a Substitute" status. Order lines show the split between the original and the substituted items.

Depending on how the processing options are set, the Substitute/Associated Items form might automatically appear during sales order entry.

If your company sells items in conjunction with each other, you can set up the system to prompt you before adding the "associated" items to the order. For example, you can associate a box of staples with staplers. When you enter the item number for staplers

on a sales order, the system displays information about any associated items. If you choose to add the item, the system adds lines for associated items to the sales order.

You can also replace obsolete items on a sales order if the item and a replacement for it are set up in the Item Cross-Reference Revisions program. You activate the system to check for substitutions and associated and replacement items in the cross-reference processing options for the Sales Order Entry program.

4.4.1 Before You Begin

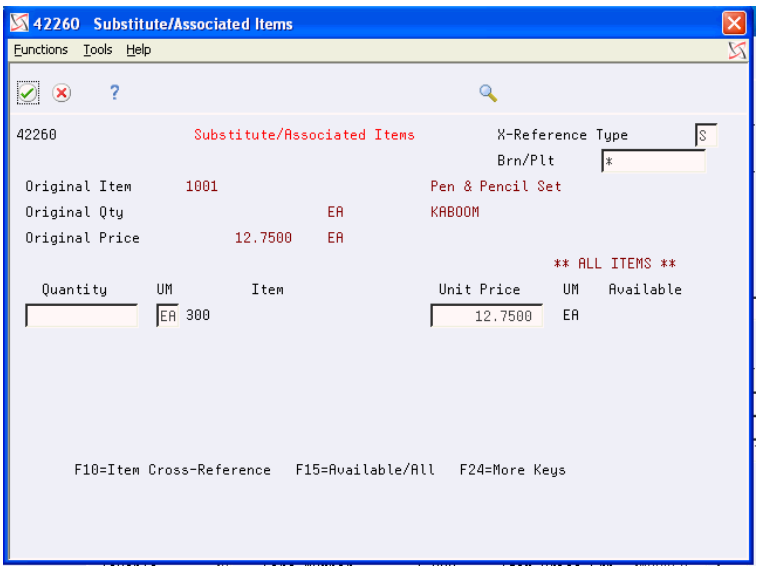
- Verify that cross-reference processing option 41is set in the Sales Order Entry program to display item cross-reference information for substitute (S), associated (A), and replacement items (R). Processing option 42 determines whether the price of the item is taken from the substitute or the original item.
- Ensure that Substitute, Associated or Replacement items have been setup in the Item Cross-Reference program (P41040) and that their Cross-Reference Type codes match those setup in the processing option above.
- The substitute item must be set up in the Item Master and the Item Branch/Plant Information as a stocking type of S and it must have sufficient quantity available to fill the sales order.
- Verify that the Substitutes Allowed flag is set to Y in the customer's billing instructions.

To enter substitute and associated items

On Enter Orders (Page Mode)

1. Locate the order for which you want to enter a substitute or associate item.
2. Access Sales Order Entry.
3. On Sales Order Entry, locate the order line for which you want to enter substitute or associate items.
4. Choose the Exit to Substitute Items (Option 7) to access Substitute/Associated Items.

Figure 4–9 Substitute/Associated Items screen



5. On Substitute/Associated Items, review the following fields:
   - Cross-Reference Type
   - Original Item
   - Original Quantity
   - Original Price
   - Available
6. Complete the following fields:
   - Quantity
   - Price

4.4.2 What You Should Know About

Topic	Description
Setting up substitute or associated items during order entry	You can set up substitute or associated items during sales order entry. From Substitute/Associated Items, access the Item X-Reference Revisions form and enter cross-reference information. See Setting Up Item Cross-References in the *JD Edwards World Inventory Management Guide*.
Substitute/Associated Items window display for Substitute Items	When there is insufficient inventory for an item entered in order entry, and there is a substitute item setup in the Item Cross-Reference file, the Substitute/Associated Items window will be displayed after the order has been accepted. The Cross-Reference type field will be defaulted with an S. It is important to note that initially you will receive warning errors (0506 - Lack of quantity on hand and 2716 - Quantity exceeds available) that you must enter through. You will see the Substitute/Associated Items window after you enter Y to accept the order. When you enter a quantity for the substitute item you will see that there are now two order lines. The first line will be for the original item and will be in a cancelled status. The second line will be for the substitute item. The Last Status on the canceled line will show 986 for 'Canceled by Substitution'. **Note:** Availability checking must be turned on in processing option 46 of Sales Order Entry (P4211).
Substitute/Associated Items window display for Associated Items	When an order containing an item that has an associated item has been confirmed, the Substitute/Associated Items window will display automatically with an A defaulted in the Cross-Reference type field.

4.4.3 Replacement Items

If you have discontinued the sale of an item, you can have the system prompt you to enter a replacement item that you have setup in the Item Cross-Reference file. For

example, you may sell vinyl records and then find they are no longer available from your supplier. You can have the system prompt you with a replacement item, such as a compact disc, that you may use (if your customer allows it) to satisfy your orders.

This process is dependent upon you setting the Stocking type (STKT) of the item that you want to have replaced during order entry. The two valid Stocking types that should be set in Item Branch Information (P41026) are Obsolete (O) and Obsolete - Use up (U). The new item that is to be used as the replacement must have a Stocking type of Stock (S) or Obsolete - Use up (U).

If during Sales Order Entry the item that is entered has a Stocking type of O, then you will get the warning message (007V) stating that the item is obsolete. This will also be the case if the Stocking type is U and the quantity entered is more than is available. If you enter through the message and accept the order, the system will either display the Replacement Items Window (P42260) if a replacement has been set up, or it will cancel the order line. If you select a quantity on the Replacement Items window you will end up with a cancelled line for the replaced item and a new line for the replacement item. The Last Status on the cancelled line will show 985 for 'Canceled by Replacement'.

4.5 Adding a Message Using a Text Line Type

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can add a message to an order line in two ways:

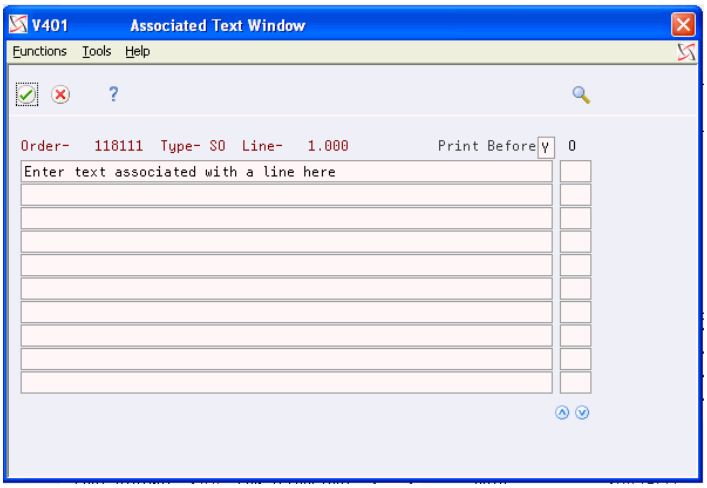
- Select the order line that you want to add the message to and enter the message on the Associated Text form. After you add the text message, the system highlights the Option field next to the order line.
- Create a separate line type on the order for the text message and then enter the message.

To add a message using a text line type

On Enter Orders (Page Mode)

1. Locate the order line to which you want to add a message.
2. Enter Option 2 to Display Text Associated with S.O. Line.

Figure 4–10 Associated Text Window



3. On Text Line Entry, enter the message text and press Enter.
4. Options 1 and 9 can be used to insert and delete lines.
5. Return to Sales Order Entry by pressing F3.

4.5.1 What You Should Know About

Topic	Description
Enter Orders (Line Mode)	You can add text lines in exactly the same way in the Enter Orders (Line Mode) program.
Sales Order Purchasing/Text file	Associated text is stored in the Sales Order/Purchasing Text file (F4314).

See Also:

- Section 3.4, "Adding Messages to Sales Orders."

4.6 Duplicating Sales Order Information

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can streamline sales order entry by duplicating both header and detail information and adding it to a new sales order. Or, duplicate only the detail information and change the Ship To or Sold To information.

Depending on how the processing options are set, the following information might differ between the original and the duplicate sales order:

- Document type
- Beginning status code

The order number for the duplicate sales order is always different from the original order.

To duplicate sales order information

On Enter Orders (Page Mode)

1. Locate the sales order from which you want to duplicate information.
2. Go to the detail of the sales order and select function key 21 to duplicate the sales order information.

   The system removes the order number and document type information from the form.
3. Change the following fields as necessary:
   - Ship To
   - Sold To
4. Review the remaining fields and make any changes as necessary.
5. Omit any of the order lines that you do not want to duplicate by entering 8 in the Option field next to the line.
6. Return to Enter Orders (Page Mode) by pressing Enter.

4.7 Backorder Processing

You may not have enough quantity available to ship an item to a customer. When this is the case, you can have the system automatically backorder items on a sales order. The system provides you the information you need to inform your customers of a backorder situation at order entry. You can also send an acknowledgement to the customer indicating that items are on backorder.

You may have other reasons, as well, to prevent items on a sales order from shipping, in which case you can manually backorder items on a sales order. Once the quantity on a sales order is backordered, it must be released from backorder before you can ship the items.

4.7.1 Setup for Backorder Processing

You indicate whether backorders are allowed based on the branch, customer, and items entered on sales orders. Before the system will backorder a particular item on a sales order, the Allow Backorders flag (BACK) must be set to Y in all of the following files for the corresponding values on the sale order:

- Branch/Plant Constants (F41001)
- Customer Billing Instructions (F0301)
- Item Master (F4101)
- Item Branch (F4102)

You must also verify that the Check Availability (CKAV) flag is set to Y in Item Branch file for those items that should automatically backorder.

Depending on the program you're using and how the processing options are set, if the system incurs a situation where there is not enough availability to fill the quantity on a sales order detail line, and any of the Allow Backorder flags listed above is set to No, the quantity unavailable to ship will be cancelled instead of backordered.

The following programs will automatically backorder item quantities:

- Sales Order Entry (P4211)

- Transfer Orders (P4242)
- Batch Sales Order Edit and Creation (P40211Z)
- Inbound Purchase Orders (EDI 850 - P47011)
- Print Pick Slips (P42520)
- Confirm Shipments (P4205)
- Order Acknowledgement/Invoice Print (P42565)
- Re-Commit Future Orders (P42995)
- Batch Inventory Commitment (P42997)

The backorder process for each of these programs is controlled by one or more processing options that reside behind the program. The processing options generally allude to either availability checking and/or hard committing. Several of the programs listed above actually call the Batch Inventory Commitment program (P42997), which in turn creates the backorder.

4.7.2 Creating Backorders

The system backorders quantities at the time items are either soft or hard committed. Since both of these commitment types can be made during sales order entry or in later processes, you have the flexibility of creating backorders at different stages of sales order processing.

4.7.2.1 Creating Backorders at Order Entry

If you choose to have the system automatically backorder at the time you create a sales order you will need to set the appropriate processing options. The two key processing options that handle this in Sales Order Entry (P4211) are:

- Availability Checking which determines whether availability checking is performed and if so whether a backorder is created either with a warning or without.
  - Enter '1' to be notified of an automatic backorder or cancel
  - Enter '2' to be notified but not create the backorder or cancel
  - Enter '3' to create the backorder or cancel automatically and update the order without issuing the warning
  - If left blank, no availability checking will be done
- Automatic Processing. Since backordering is invoked when the system is directed to hard commit sales orders, this option must be set to 3 in order to have the program automatically backorder when there is insufficient quantity to hard commit all items on the order.

If you set the processing option to check availability only, the entire quantity on each sales order line is soft committed against the primary location. Each order line will reflect the quantity that is shippable and the quantity that is backordered. The extended price on the line will be calculated only on the quantity that is shippable.

In the Customer Billing Instructions (F0301), you specify whether a customer allows partial line shipments (APTS). If this flag is set to No for a customer, the entire quantity on the line will go on backorder if only part of the quantity is available.

A soft commitment represents a general commitment against an item at a specific branch, whereas a hard commitment reflects the physical location from which you will

take the quantity. If you set the processing option to hard commit inventory, the program will compare the quantity on order to the quantity at each physical location in which the item resides. If it takes quantity from several locations to accommodate the quantity on a single order detail line, the program will break the single line into multiple lines, with one line for each physical location.

When the system creates or backorders a line, it assigns a Last Status in the 900 series to indicate how the line was created or backordered. This last status will remain attached to a line throughout the sales order process, unless the line is cancelled. To view the 900 series of last status codes, press F1 on the Last Status field in Sales Order Entry, and position to code 900.

You can manually backorder quantities for an order line in Sales Order Entry by pressing F4 to open the fold, clearing the S (Shippable) field, and entering the quantity in the B (Backorder) field.

4.7.2.2 Creating Backorders after Order Entry

At the time you create a sales order, you can choose to have the system either ignore availability checking or not attempt to hard commit inventory. In both cases all quantities on the order will be set as shippable, regardless of availability. Since these order quantities will all be soft committed, you will generally run one of the following programs to hard commit the inventory:

- Print Pick Slips (P42520)
- Order Acknowledgement/Invoice Print (P42565)
- Re-Commit Future Orders (P42995)
- Batch Inventory Commitment (P42997)

Each of these programs has a single processing option named Inventory Processing that you use to determine whether to hard commit inventory. Soft committed quantities that are shippable prior to running the program will either be hard committed against a physical location or backordered against the primary location. Quantities that were backordered or hard committed prior to running the program will remain backordered or hard committed.

You can use the Confirm Shipments program (P4205) to backorder quantities regardless of whether the quantities are soft or hard committed. To do this, set processing option 17 to 1. This will automatically backorder or cancel any remaining quantity not shipped. If the processing option is left blank, all remaining quantities will be left as shippable. For kit master lines, all remaining quantities will be backordered or cancelled.

If the processing option is set to 1 and you choose to only ship a partial quantity of the remaining shippable quantity, the program backorders the remaining quantity and writes it to a separate line on the sales order.

5

Processing Options for Sales Order Entry

This chapter contains these topics:

- Section 5.1, "Processing Options,"
- Section 5.2, "What You Should Know About."

5.1 Processing Options

See Section 63.1, "Sales Order Entry (P4211)."

5.2 What You Should Know About

Topic	Description
Order duplication default values processing options	You can streamline sales order entry by duplicating sales orders. You set the processing options to control order duplication. You can: ■ Copy both the order header information and the detail order information. ■ Change the customer number in the Ship To or Sold To fields and duplicate only the detail order information. ■ Omit specific lines from the duplicated order.
Download header information processing option	You can have the information that you change in the header carry over to the detail information automatically. Otherwise, you must do it manually by pressing the appropriate function key. See Chapter 3, "Work with Header Information."

Topic	Description
Prompting control processing options	When you enter a sales order, you can use one of the following methods to locate key item information, such as the item number and available quantities: ■ You can search the Item Master table, choose an item, and return its quantity to the sales order detail line. ■ You can search the Item Location table, enter the quantity you want to order for any displayed item, and return it to the sales order detail line. ■ You can perform a query search on all of the related tables, choose an item, and return its quantity to the sales order detail line. This search method is useful if you know at least part of the description of an item. See Chapter 20, "Work with Item Information."
Accepting a configured item order	When you enter a sales order for a configured item, you must clear the prompting control processing option in the Order Entry - Detail processing options so that the system will not prompt you to accept the order.
Order hold codes processing options	You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. You must identify the appropriate hold code in the processing options for the system to check order hold information. See Chapter 53, "Set Up Order Hold Information." You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold. ■ Product Allocation Hold - You must use this hold code in conjunction with the Product Allocation Preference. See Chapter 44, "Set Up Preferences" for more information on the Product Allocation preference.
Field display control processing options	You can protect the following fields: ■ Unit cost ■ Price ■ Status codes ■ Sold-To The user can review but not edit the values that the system displays. If you do not enter values in the processing options, the system allows user input.

Topic	Description
Kit processing options	If you suppress kit component lines, the system displays only the parent item. If you display your components when you enter an order but suppress item availability in the Kit window, you can not see any available component inventory. If you suppress availability information in the kit window and one component is backordered, the system will backorder the kit. See Section 8.1, "Entering Kit Orders."
Availability checking processing options	If you do not have inventory available for a sales order, the Sales Order Management system creates a backorder. You can set the processing options to do the following: ■ Notify you when the system creates a backorder or cancels the order ■ Notify you that inventory is not available but the system does not cancel the order or create a backorder ■ Create a backorder and update the order without notification ■ Do not check for availability. You can generate reports to review order status reports. See Chapter 21, "Work with Customer and Sales Information."
Commitment control processing options	You can set the commitment control processing options to check product availability for backorders. The system displays the Supply/Demand Inquiry form when you order items that are not available in the quantity that you need on the promised date. If you do not set this processing option, you can display this form manually. See Section 20.7, "Reviewing Supply and Demand Information."
Automatic processing options	You can enter values to automatically print pick slips or invoices through the subsystem when you accept the order. You must specify the appropriate processing options in the Print Pick Slips or Print Invoices programs to hard-commit your inventory. If you enter the value to commit inventory online, the system activates Batch Inventory Commitment program to hard-commit the inventory when you accept the order. You can enter the value to commit inventory through the subsystem. The subsystem will activate Batch Inventory Commitment program to hard-commit your order. See Chapter 62, "Work with Subsystem."

Topic	Description
Automatic order repricing	If you enter a value in this processing option, the system calls the repricing program when the sales order is accepted. You can review the sales order and see the reprice line. Otherwise, you must press F18 to activate the reprice program.
Configurator processing options	You can enter a sales order for a configured item using one of the following methods: ■ Text Mode - You can enter segments as a string of characters that are separated by the segment delimiter. ■ Assisted mode - A form displays all segments with default values. You can select other values or accept the defaults. ■ Assisted prompt mode - If you enter a lower level configured item, the system displays window for each lower level item See Working with Configured Item Sales Orders in the *JD Edwards World Configuration Management Guide*.
Transfer price update processing options	You can set the following transfer price update processing options for use with interbranch orders. You can: ■ Specify the interbranch order types that the system uses for sales updates. ■ Allow interbranch invoicing For transfer or interbranch orders, you can specify a pricing method for the supplying branch/plant. For example, the supplying branch/plant can charge a transfer price or a cost markup to the selling branch/plant. See Chapter 17, "Work with Interbranch Orders."
Order template processing options	If you enter sales orders for multiple customers that order the same products, you can specify automatic template processing. You can: ■ Specify the Ship To or Sold To address book number that the system should reference for automatic order template processing ■ Specify the order template name for automatic order template processing If you leave the order template processing option blank, the system will not perform automatic template processing. See Chapter 9, "Enter Sales Orders with Templates."

Topic	Description
Blanket/quote processing options	You must set up a user defined code for blanket orders in table 40/BT and set the blanket/quote processing option in Sales Order Entry - Detail program to process blanket orders and releases. If there is an outstanding blanket order for a customer, the Blanket Order Release form automatically appears when you enter the customer's address book number and item number in the sales order entry form. See Chapter 16, "Work with Blanket Orders."
Blanket/quote order processing options	You must set up a user defined code for blanket orders and set the blanket/quote processing option to process blanket orders and releases. If there is an outstanding blanket order for a customer, the Blanket Order Release form automatically appears when you enter the customer's address book number and item number in the sales order entry form.
Preference profile processing options	You must set this processing option to allow preference profile processing for all of the versions of order entry programs to which you want to apply the preferences. You can activate most preferences in the Preference Selection form. You must enter the appropriate value in the processing options to activate the Inventory Commitment preference. See Section 42.2, "Setting Up Preference Master Information."
Load confirm processing options	If you use Load and Delivery Management and have activated ECS Control in the Sales Order Management system, you must activate this processing option to work with load confirmation after you enter a sales order.
Aviation/marine processing options	The Sales Order Management and Load and Delivery Management systems support the aviation and marine industries. You can enter additional order information, such as flight and vessel numbers, fueling times, and arrival and departure times during sales order entry or load and delivery confirmation. You must activate the ECS Control in the Sales Order Management system and use the ECS format to enter an aviation or marine order. Typically, you record aviation and marine information for bulk products, but you can also record this information for packaged products. See Entering Aviation and Marine Information in the *JD Edwards World Load and Delivery Management Guide*.

Topic	Description
Mark-for address processing options	You can set the Mark-For Address processing options in Sales Order Entry - Detail to display the Mark-For Address. You use the Mark-For address to specify the location of the final destination of the order. In the retail industry, this address is used in addition to the Ship To address. You can only enter customers that you have set up in the Address Book Master and Customer Billing Instructions. If you enter a Mark-For address, the system assesses the tax based on the information that you set up in the Customer Billing Instructions for the Mark-For address instead of the Sold To address.
Ascending Ship To Date Rule	Using Advanced Lot Management, you can specify if the system should issue an error or warning if the Ascending Ship To Date Rule is violated.
Lots not in effect	Using Advanced Lot Management, you can specify how to treat lots not yet in effect, whether to error or issue a warning, and whether or not to include them in the availability check.
Service Warranties	Under service warranty management processing options, you can specify the batch job to assign to sales lines each time you exit from Sales Order Entry and the DREAM Writer version for this batch job.

6

Enter Sales Orders in Line Mode

This chapter contains the topic:

- Section 6.1, "Entering Sales Orders in Line Mode."

6.1 Entering Sales Orders in Line Mode

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Line Mode)

You can enter orders using line mode when you need to enter large numbers of sales orders. You can do the following using line mode:

- Enter items and quantities quickly
- Change a single order line instead of an entire sales order

When entering orders in line mode, you cannot:

- Copy multiple items and locations to a sales order using Item Search
- Perform online commitments or protect cost status codes
- Use alternate formats for sales orders
- Use templates
- Duplicate sales orders
- Use preferences

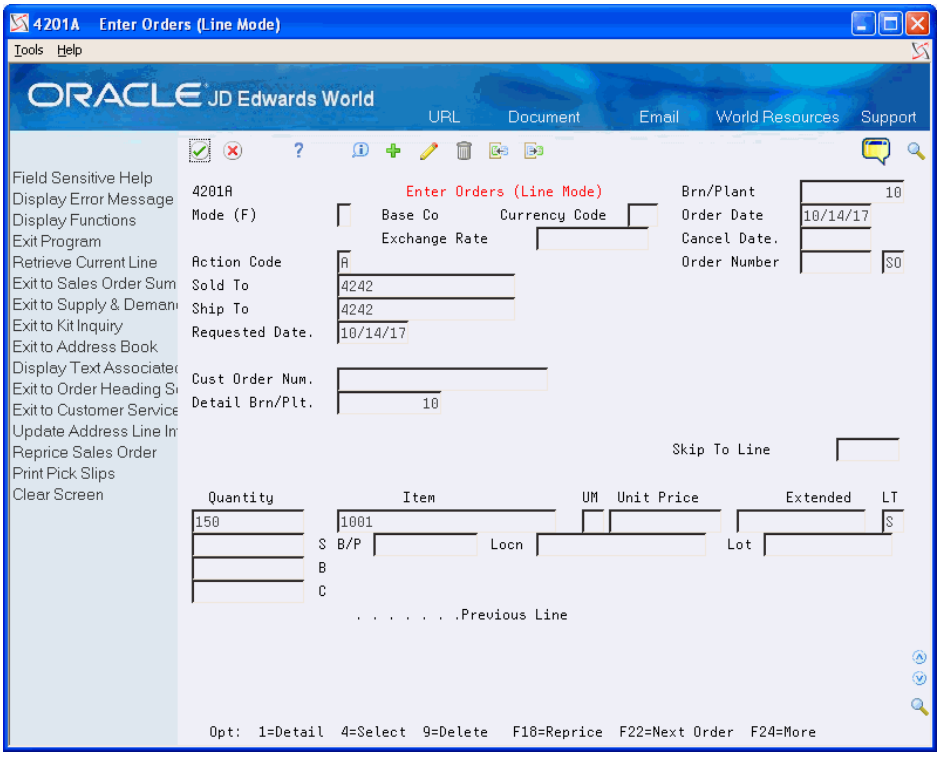
What You Should Know About

Topic	Description
Canceling and deleting line mode sales orders	You can cancel but not delete an entire order, or cancel only specific order lines: ■ When you cancel an entire order, all of the order lines on Sale Order Entry display "Closed" and have a next status is 999 (complete and ready to purge). ■ When you cancel individual order lines, only the lines that you cancel display "Closed" and have a next status of 999. You must use a purge program to remove an order from the system. For more information about purges, see Section 61.1, "Purging Data."
Changing multi-currency sales orders	After you enter a sales order, you can override the currency code and the exchange rate information only in line mode. If you change the exchange rate, you must remove both the price and cost amounts so that the system can recalculate the new amounts.
Reviewing currency conversion information	You can review a sales order using multi-currency in both the foreign and domestic modes to see the conversion amounts.

To enter sales orders in line mode

On Enter Orders (Line Mode)

Figure 6–1 Enter Orders (Line Mode) screen



1. Complete the following fields and press Enter:
   - Branch/Plant
   - Sold To or Ship To
   - Quantity
   - Item

   The item description, price, and date information appear along with a summary of the information that you just entered.
2. Continue entering information on detail lines until the order is complete.

Processing Options

See Section 63.2, "Single Line Order Entry (P4201A)."

7

Work with Recurring and Batch Sales Orders

This chapter contains these topics:

- Section 7.1, "Overview,"
- Section 7.2, "Entering Batch Sales Orders,"
- Section 7.3, "Processing Batch Sales Orders,"
- Section 7.4, "Correcting Batch Sales Orders,"
- Section 7.5, "Entering Recurring Sales Orders."

You use the Recurring and Batch Order Entry program to enter a large quantity of sales orders quickly or to automatically process a group of sales orders at the same time, such as at the end of the day.

7.1 Overview

You can enter batch sales orders to provide the following for a fast-paced, high-volume environment:

Task	Description
Quick entry of large quantities of items	You only need to enter limited information because the system uses most of the default information from the Customer Master Information and Customer Billing Instructions to create the orders.
Optimal information processing	You can collect sales orders during the day and process them later.

You can also use this program to create recurring sales orders in batch mode. A recurring order is one that you enter on a regular basis. For example, if a customer submits the same order each month, you can create a recurring order to automate the process. You can have the system re-enter the order on a daily, weekly, monthly, or yearly basis.

The system transfers header information that you enter to the Batch Header Receiver table (F4001Z) and detail information to the Batch Detail Receiver table (F4011Z). The information remains in those tables until you are ready to process the orders.

When you are ready to process multiple orders, you must run the Edit and Creation program. The system edits the order information and transfers it to the Sales Order Header (F4201) and the Sales Order Detail (F4211) tables.

You must run the Batch Edit and Creation program to generate the sales orders. After the system creates orders, you can also change any detail information on these orders on a line-by-line basis.

7.1.1 What You Should Know About

Topic	Description
Entering multi-currency orders	Depending on how you set the processing options, you can process batch and recurring orders using multi-currency: ■ Decimals for transaction amounts in foreign currency (ledger type CA or Mode F) are determined by the currency code of the transaction ■ Decimals for summary amounts are based on the currency code in the total ■ Decimals for transaction amounts or summary amounts representing domestic currency (ledger type AA or mode D) are determined by the currency code for the company
Entering sales orders from non-JD Edwards World systems	You can use the Batch Edit and Creation program to update tables in the Sales Order Management system with orders that have been entered on a non-JD Edwards World system.
Creating sales orders with related purchase order	The system can automatically generate a purchase order at the same time you create a sales order. You can use this to create direct ship orders, transfer orders, or purchase orders for stock lines on regular sales orders.
Revising batch order heading purchase order fields	You can review and revise Related Order Purchase Order fields in the Order Header Information (F4001Z) using the following fields. ■ Supplier ■ PO Requested ■ Landed Cost Rule You can input values for the purchase order header to be created from the recurring and batch order records, when the system processes a sales order type that automatically generates a purchase order.

7.1.2 Before You Begin

- Verify that the Customer Billing Instructions information is set up to process batch orders

7.2 Entering Batch Sales Orders

Navigation

From Sales Order Management (G42), choose Additional Order Processes

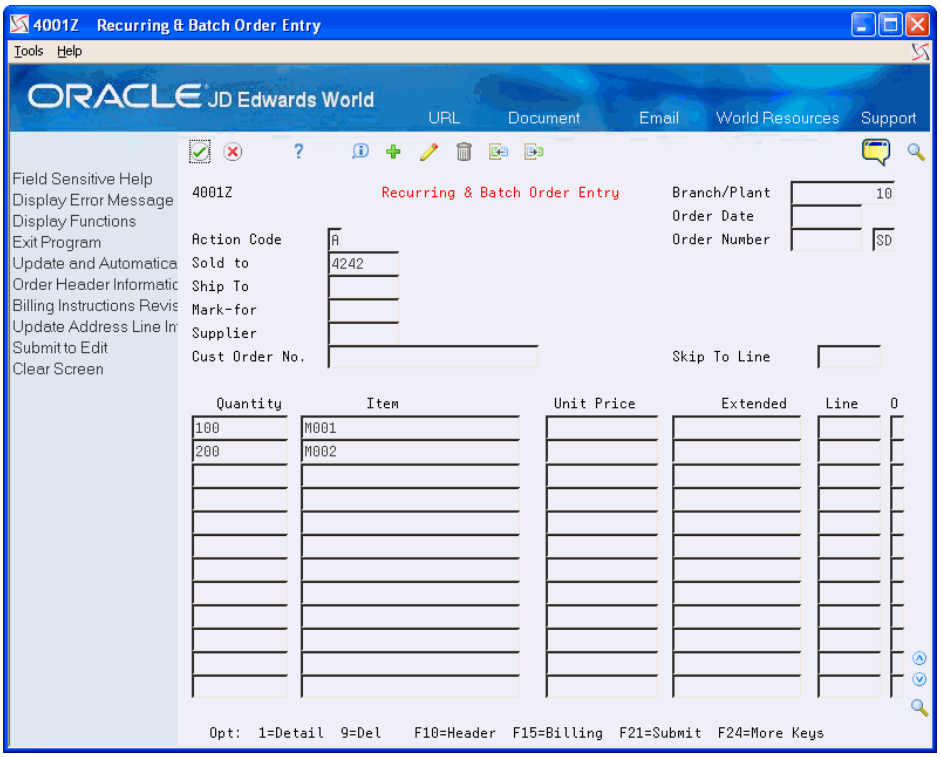
From Additional Order Processes (G4212), choose Recurring & Batch Order Entry

You can enter sales orders in batches to accommodate a fast-paced, high-volume environment.

To enter batch sales orders

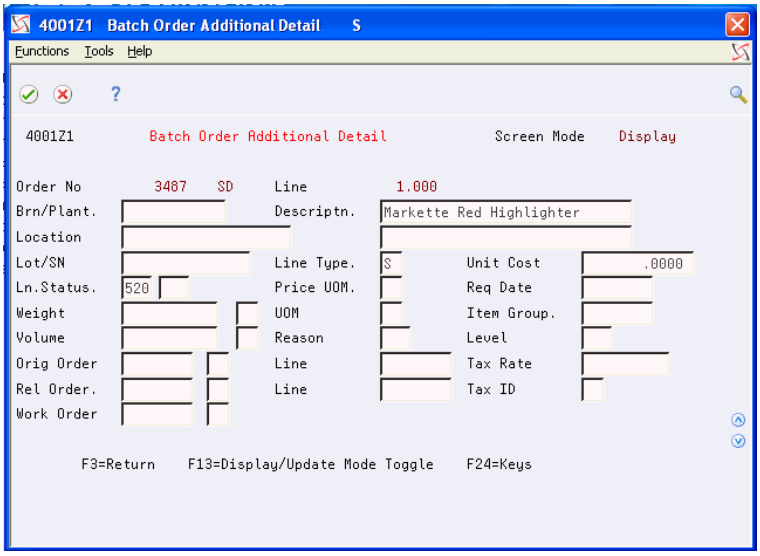
On Recurring & Batch Order Entry

Figure 7–1 Recurring & Batch Order Entry screen



1. Complete the following fields:
   - Branch/Plant
   - Sold To or Ship To
   - Quantity
   - Item
2. To review or change the values, choose the Option 1 (Detail) to access Batch Order Additional Detail.

Figure 7–2 Batch Order Additional Details screen



3. If the Action Code was set to C on the header screen then the entry fields on the detail screen will be available for update.
4. Complete any fields as necessary.
5. Return to Recurring and Batch Order Entry.
6. Do one of the following:
   - Submit the order for processing using F21 from the Recurring & Batch Order Entry program (P4001Z), if you have not set the processing options to automatically submit the order. When you use the F21 key you will see the message "Submitted" on the screen underneath the "Order Number" text. Once the job has completed you can go to your spooled file to review the reports R40211Z1 and R40211Z.
   - Processing option Automatic processing behind the Recurring & Batch Order Entry program (P4001Z) may be flagged to use the subsystem to call P40211Z.
   - Process the sales orders later by running the Batch Edit and Creation program (P40211Z) separately.
   - Use the F10 key to access Order Heading Information. You can review and revise Related Order Purchase Order fields in the Order Header Information (F4001Z) using the fields Supplier, PO Requested, and Landed Cost Rule.

     You can input values for the purchase order header to be created from the recurring and batch order records, when the system processes a sales order type THAT automatically generates a purchase order.

Regardless of when you process the orders, the Edit and Creation program edits the information and creates the sales orders. If there are no errors, the system adds information to the Sales Order Header table (F4201) and the Sales Order Detail table (F4211).

7.2.1 What You Should Know About

Topic	Description
Entering Mark-For address and reference information	You can set the Mark-For Address processing options in Sales Order Entry - Detail to display the Mark-For Address. You can set the processing options in Batch and Recurring Order Entry to suppress the Mark-For address. You use the Mark-For address to specify the location of the final destination of the order. In the retail industry, this address is used in addition to the Ship To address. Mark-For Address Numbers must be set up in the Address Book Master, Customer Billing Instructions. Tax is based on the Mark-For Address if it exists on the order. If there is no Customer Master, tax does not default, based on the ship to and is not assessed on the order.
Import/Export	This program supports Import/Export Functionality. See the Import/Export section in the *JD Edwards World Technical Foundation Guide* for more information.
Creating a related purchase order	To create a transfer order, use the processing options under Transfer Order Processing to identify the sales order document type that the system processes as a transfer order. To create a purchase order for any other type of sales order, whether direct ship or sales order with stock lines, use the processing options under Purchase Order Processing to identify the sales order document type for which the system creates a purchase order.

7.3 Processing Batch Sales Orders

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Batch Edit and Creation

To process sales orders at a later time, you must run the Batch Edit and Creation program. The system edits the information you entered and creates all orders at one time. To ensure the integrity of the data, the system creates sales orders for batch orders only after the editing process is complete.

Any of the orders that contain errors remain in the batch receiver tables as unprocessed. You must correct this information and then re-run the Batch Edit and Creation program.

The Batch Edit and Creation program generates two reports. To verify that sales orders have been created or that all errors have been corrected, you can review the following reports:

Report	Description
Batch Order Creation Activity Register (R40211Z1)	This report lists the orders that were created by the Batch Edit and Creation program. If there are hard errors on the order, the system does not create this report.
Batch Order Creation Exception report (R40211Z)	This report lists any errors that were detected by the Batch Edit and Creation program. If any batch order appears on the Batch Order Creation Exception Report, you must correct the order and rerun the Batch Edit and Creation program to create the sales order.

7.3.1 What You Should Know About

Topic	Description
EDSP - Processed Y/N flag	After the system creates the sales orders for a regular batch order entry, it marks the field Processed Y/N (EDSP), in the batch receiver files (F4001Z and F4011Z) as processed. Any record that has been processed cannot be reprocessed. For recurring sales orders, the EDSP field remains blank in the receiver files to allow the system to automatically recreate sales orders repeatedly.
Checking batch orders for discrepancies and discrepancy holds	You can set the order hold code processing options in the Batch Edit and Creation program to check electronically transmitted information for the following discrepancies: ■ Price tolerance ■ Freight terms ■ Payment terms See Receiving Inbound Documents in the *JD Edwards World Electronic Commerce Guide*. If there is a discrepancy in the transmission, the system creates the order and places the order on a discrepancy hold. For example, the system places an order on hold if the transmitted extended price differs substantially from the system-generated price. You can review the hold warning in the Batch Order Creation Exception report. You can release the order using the Release Held Orders program. See Section 53.7, "Discrepancy Hold Codes."

7.3.2 Processing Options

See Section 63.3, "Batch Edit - Creation (P40211Z)."

7.4 Correcting Batch Sales Orders

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Recurring & Batch Order Entry

You must correct both header and detail information for any orders that contain errors when you run the Edit and Creation program. After you correct the information, you can run the program again to process the orders.

To correct batch sales orders

On Recurring & Batch Order Entry

1. Locate the sales order that you need to correct.
2. Access any of the following forms and correct any information:
   - Order Entry
   - Batch Order Additional Detail (update mode)
   - Order Heading Information
3. To process the order, run the Edit and Creation program.

7.5 Entering Recurring Sales Orders

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Recurring & Batch Order Entry

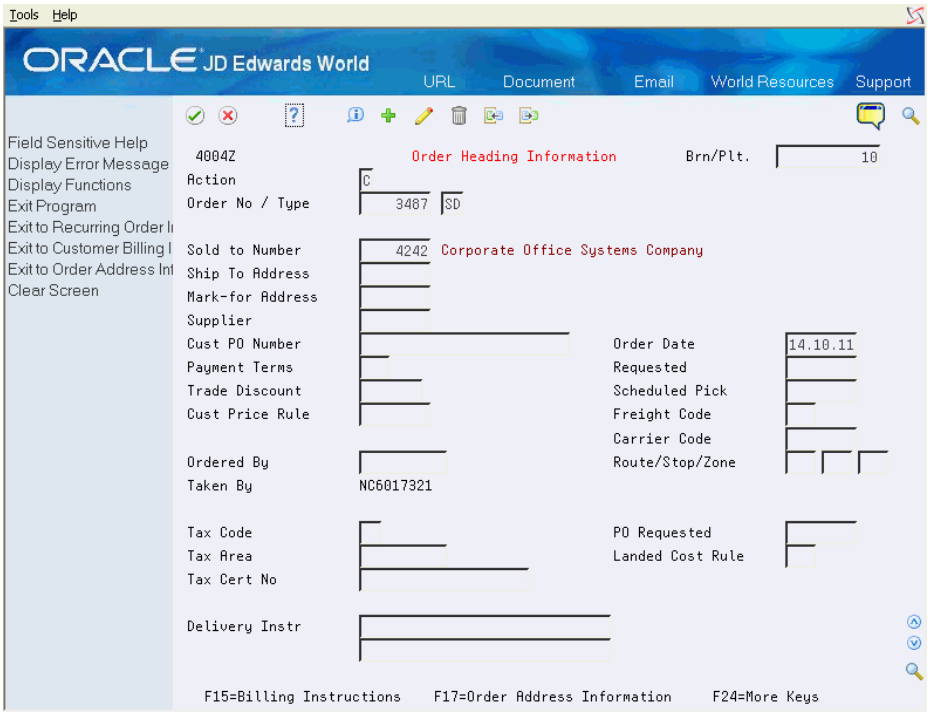
You can streamline order entry by creating recurring orders. By creating orders, you avoid manually re-entering orders that are always the same. You can have the system automatically re-enter an order on a weekly, monthly, or yearly basis.

To enter recurring sales order

On Recurring & Batch Order Entry

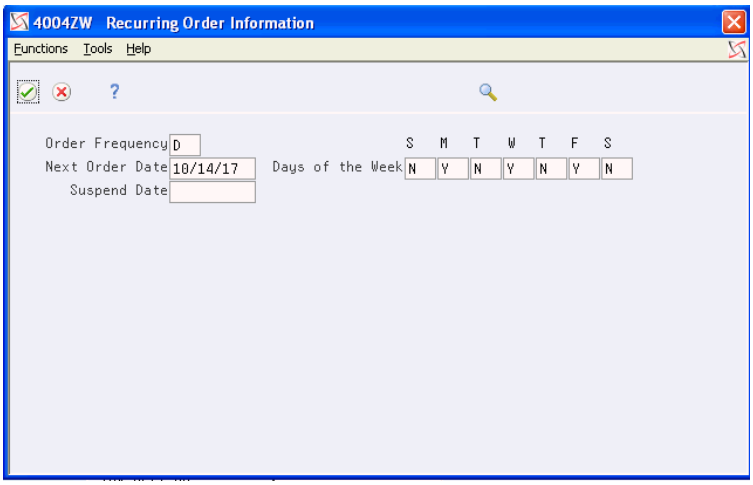
1. Complete the following fields and press Enter:
   - Branch/Plant
   - Sold To or Ship To
   - Quantity
   - Item
2. Locate the order that you just entered.
3. Choose the Header function key to access Order Heading Information.

Figure 7–3 Order Heading Information screen



4. On Order Heading Information, complete any fields to add header information (optional).
5. Press F8 to access Recurring Order Information.

Figure 7–4 Recurring Order Information screen



6. On Recurring Order Information, complete the following required fields:
   - Order Frequency
   - Next Order Date
7. Complete the following optional field:
   - Suspend Date
8. Return to Order Heading Information by pressing Enter twice.

Field	Explanation
Order Frequency	Indicates how often a recurring order is automatically generated. The values for this field are stored in UDC table 40/OF and cannot be maintained. The following values are used in the internal program Calculate Next Order Date (X4030): A – Annually B – Bi-weekly D – Daily M – Monthly N – Monthly (Last day of month) Q – Quarterly S – Semi-monthly (1st and 15th) W – Weekly Any custom entries in the table will not be processed successfully.
Next Order Date	The next date that a recurring order is to be processed.
Suspend Date	The date when a recurring order is no longer to be processed.

7.5.1 What You Should Know About

Topic	Description
Specifying order frequency dates	You can define the frequency that the system uses to processes orders: ■ If you specify a daily frequency (D), you can indicate which day of the week the system should process the order. ■ If you specify a weekly (W) or monthly (M) frequency, the system calculates the future dates to process orders based on the Next Order Date that you enter.
Batch Order Edit/Creation	A separate version of the Batch Order Edit/Creation program (P40211Z) should be retained for use only with recurring orders.
Kit processing	Kits can be processed with this program so long as the kit is defined in the Item Master file (F4101) with a stocking type of K. The relationship between the kit item and its components in the Bill of Materials file (F3002) must also be set up. Since this is a batch program, all components must be set up as "standard" components for the items to successfully be written to the Sales Order. Options and Features will not work.
Purging files	You may want to purge records that have been processed from the batch receiver files (F4001Z and F4011Z) to reduce processing time. Use the Purge Batch Receiver program (P4001ZP) from menu G00234 to purge the records.

Topic	Description
Importing orders from an external system	The Z files can be used to import data from external systems. You can use the import functionality or any data mapping program to populate F4001Z and F4011Z. For information on minimum required fields, refer to the chapter on Inbound 850 orders in the *JD Edwards World Electronic Commerce Guide*. The functionality of the Batch Sales Order Edit/Creation and the EDI Inbound PO Edit/Creation (850I) versions of P40211Z are very similar, but note that they use different based on files in the DREAM writer versions. See the Import/Export section in the *JD Edwards World Technical Foundation Guide* for more information.

See Also:

- Inbound 850 Orders in the *JD Edwards World Electronic Commerce Guide*.

7.5.2 Processing Options

See Section 63.4, "Recurring Batch Order Entry (P4001Z)."

8

Work with Kits and Configured Items

This chapter contains these topics:

- Section 8.1, "Entering Kit Orders,"
- Section 8.2, "Understanding Configured Item Orders."

You can enter sales orders for products that are an arrangement of components. You can set up simple arrangement of components, such as kits. A kit is a collection of inventory items, called components, that are associated with a description name, called a "parent" item. For example, you might store several computer components, such as the monitor, hard drive, keyboard, and mouse. When you sell the items, you might sell them collectively as a computer system. Kit processing enables feature and option processing. However, kit processing might not be appropriate for features that have complex specifications, such as conditional part requirements.

In a manufacturing environment, a manufacturer assembles a large variety of end products from relatively few components. A configured item is comprised of different features that are requested by a customer. For example, if you manufacture and sell automobiles, you might offer the same automobile type with a variety of features and options. When you set up a configured item, you define segments (the features and options) to represent characteristics of a configured item, such as an optional paint color or power type. You can also set up a configured subassembly within a configured item. For example, the configured item, automobile, contains a configured subassembly of the transmission.

8.1 Entering Kit Orders

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

Kit items are comprised of component items that are associated to a "parent" item. Kits are useful if your company sells products in conjunction with each other. For example, if your company sells stereo systems, you can set up a kit with a parent name of stereo. You set up additional components, such as speakers or a compact disc player, which you typically sell together. You can have an item number for the kit that you enter on a sales order, but the parent item is not stocked as an inventory item. When you enter an order for kit, the system relieves the inventory at the component level.

When you enter an item number for a kit, you can review the pre-selected items and quantities that make up the kit. You can also select any optional items that you want to include on the sales order. You can only process fully-configured kits. The system backorders the entire kit if any components are backordered.

8.1.1 Before You Begin

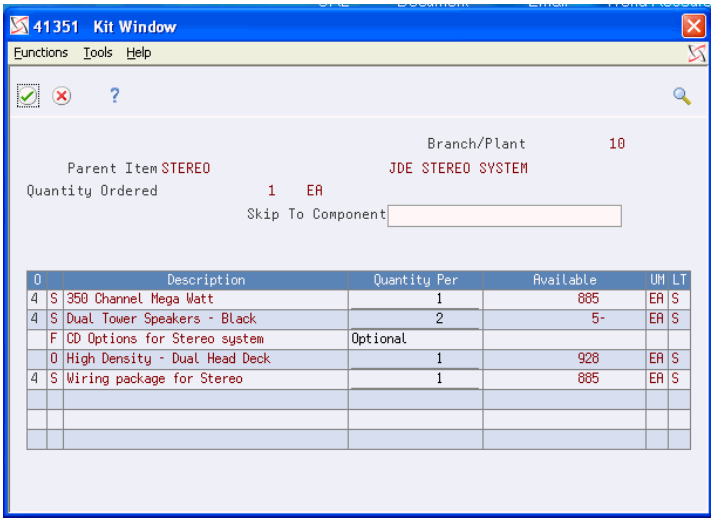
- Verify that you have set or cleared the appropriate processing option in the Sales Order Entry program that suppresses kit component lines.
- Verify that kit items have been set up. See Entering Kit Information in the *JD Edwards World Inventory Management Guide* for information on kit item setup and pricing. See Entering a Bill of Material in the *JD Edwards World Inventory Management Guide* to look at how component items are assembled to create the kit parent item.

To enter a kit order

On Enter Orders (Page Mode)

1. On Sales Order Entry, complete the following fields and press Enter:
   - Branch Plant
   - Sold To
2. On Sales Order Entry detail page, complete the following fields and press Enter:
   - Item
   - Quantity

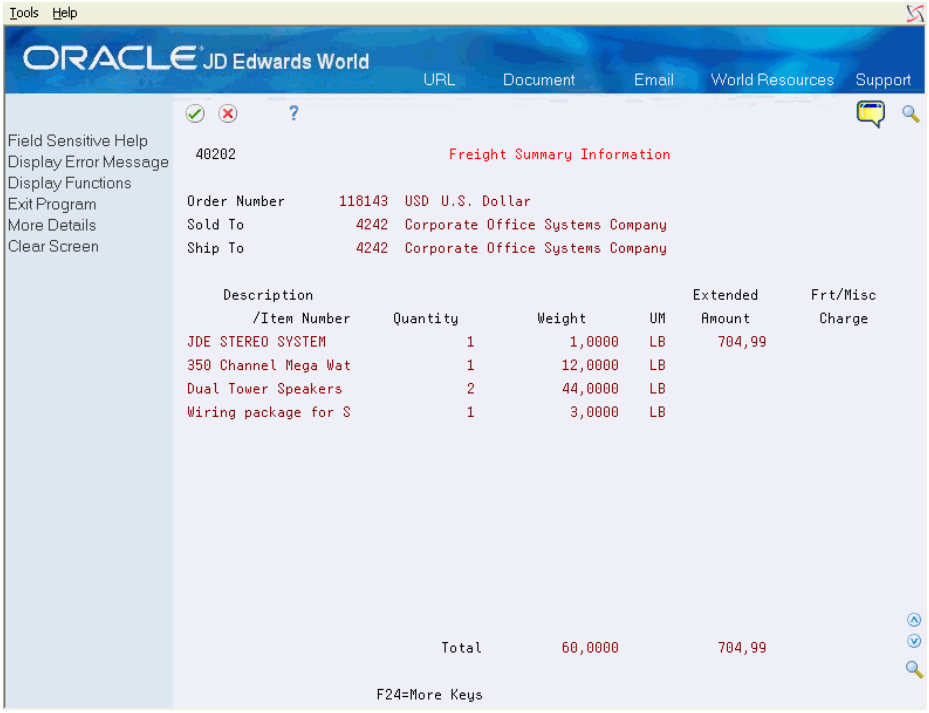
Figure 8–1 Kit Window screen



3. On the Kit Window, select any optional features and components that you want to add to the order.

   The kit parent line then redisplays on the Sales Order Entry screen where you can accept the order.
4. Re inquire on the kit order and either press Enter or F12 to go to the detail lines. If you have processing option 43 set to blank you should see the kit parent and the component lines.
5. If you have the component items setup so that freight is charged on them, press F13 to view the freight calculations on Freight Summary Information.

Figure 8–2 Freight Summary Information screen



8.1.2 What You Should Know About

Topic	Description
Kit processing options	Sales Order Entry (P4211) has three processing options that impact kit processing: ▪ The first controls the display of kit component items on the detail screen. If you suppress kit component lines then only the parent will be displayed. ▪ The second allows you to use an alternative version of the kit inquiry program. ▪ The third allows you to suppress availability information in the kit window. **Note:** If you display your components when you enter an order but suppress item availability in the Kit Window, you can not see any available component inventory.
Entering kit information on orders	Generally you should enter kits using the regular sales order entry programs. You may not enter kits on direct ship or transfer orders.
Kits and blanket orders	If you are creating a sales order from a blanket order using the Blanket Order Release program (P420111), you can set a processing option to enable you to update the quantities on the component lines of the kit.
Reviewing item information	You cannot perform item cross-reference checking for kit parent items or the associated components.

Topic	Description
Entering freight for kit items	You cannot set up automatic freight calculations for the parent item. You must set up automatic freight calculations for each component for the system to calculate the appropriate charge.
Stocking a parent item in inventory	If you create a work order for a kit during sales order entry, the parent item can be built and stocked in inventory after you process and complete the work order. When you process and complete the work order, the system subtracts the components from the on-hand quantity, then adds the parent item into on-hand quantity in inventory. This is the only time that a parent item is stocked in inventory. You must specify a "T" line type for all components in the processing options of the Work Order Processing program. This line type must be set up as a text to avoid writing journal entries for costs of goods sold and Inventory for the components at the time of sales update. This also ensures that the system does not subtract components again during shipment confirmation or sales update. See Processing Work Orders in the *JD Edwards World Shop Floor Control - Discrete Guide*.
Working with preferences and kit items	The following preferences do not function with kit items: ■ Print Message ■ Product Allocation ■ Inventory Commitment
Changing kit orders	You can change quantity and price information for both parent and component items on kit orders. If you change the parent quantity the system will automatically adjust the component quantities. The price will also be recalculated automatically. Any price changes affect only the current order. You make permanent price changes in the base price records. Change the quantity of the parent item by entering an asterisk (*) to the far left space of the field, followed by the quantity that you want to order.
Entering orders for configured items	You can add orders for configured items that are set up in the Configuration Management system. See Working with Configured Item Sales Orders in the *JD Edwards World Configuration Management Guide*.

Topic	Description
Kit balancing, Backorder Release and Shipment Confirmation	When entering a kit order, you should be aware that your company may be adhering to the kit balancing concept of treating a kit as a single item in order to prevent shipping of a partial kit. If one or more components do not have enough availability to complete the kit, the system will backorder or cancel the entire kit. With this in mind it is recommended that you do not display component item in Release Backorders Online (P42117) and Confirm Shipments (P4205). Also on Releasing Backorders In A Batch (P42118) you should always use the Kit Balancing version (XJDE0003) for any kit items. See Chapter 11, "Work with Order Releases" and Chapter 26, "Process Shipments" in this guide.
Kits and freight processing	Freight must be applied to the components of a kit rather than the parent item. **Note:** If freight is being added automatically by Confirm Shipments (P4205) the freight record will not appear on the Sales Order Detail file (F4211) until after the job has completed. See Chapter 57, "Set Up Freight Information" in this guide.

See Also:

- Entering Kit Information in the *JD Edwards World Inventory Management Guide*.

8.2 Understanding Configured Item Orders

Navigation

From Manufacturing Systems (G3), choose Configurator Operations

From Configurator (G32), choose Enter/Change Sales Order

You can manage your manufacturing and production process in conjunction with your sales to ensure that customer demand is being met. For example, if you manufacture and sell automobiles, you might offer the same automobile type with a variety of features and options.

You can use the Configuration Management system in conjunction with the Sales Order Management system to sell items that:

- Are complex
- Require routings that change based on features or options
- Include features that are not compatible with other features
- Require multiple work orders to define an assembly

When you enter a sales order for a configured item, the Configuration Management system automatically prompts you to enter values for the segments of that configured item. A segment is a feature of a configured item, such as color, size, fabric, or power type. The system verifies each segment value against user defined information, such as

rules and user defined code tables of choices. If the configuration is valid, the system processes the order.

After you have entered a sales order and generated work orders for a configured item, use the following programs in the Sales Order Management system to complete the sales order processing cycle:

- Print Pick Slips
- Shipment Confirmation
- Print Invoices
- Print Invoice Journal
- Print G/L Sales Recap
- Update Accounts Receivable (A/R) and General Ledger (G/L)

8.2.1 What You Should Know About

Topic	Description
Limiting the additional order processing	For configured items, the Sales Order Management system does not support the following additional order processing: ■ Backorders and release ■ Credit orders ■ Blanket orders ■ Transfer orders ■ Drop ship orders
Working with Configuration Management	Before you enter orders with configured items, you must do the following: ■ Verify that Configuration Management has been installed on your system. ■ Verify that configured items have been set up. ■ Verify that you have set the configurator processing option in Sales Order Entry - Detail processing options to select the appropriate sales order entry mode.
Processing quote orders for configured items	To convert a sales quote to an order for a configured item, you should perform the sales quote and release in the Configuration Management system. See Converting Sales Quotes for Configured Items in the *JD Edwards World Configuration Management Guide*.
Entering interbranch sales orders for configured items	You can enter a configured item sales order to fill demand from a warehouse other than from where the order was placed. The system supports interbranch sales orders with transfer pricing for configured items. However, the system does not support pricing rules for interbranch sales.

Topic	Description
Accepting a configured item order	When you enter a sales order for a configured item, you must clear the prompting control processing option in the Order Entry - Detail processing options so that the system does not prompt you to accept the order.
Pricing configured items	Trade discounts do not function with configured item orders. For pricing considerations for configured items, see Setting Up Price Information in the *JD Edwards World Configuration Management Guide* and Setting Up Discounting Information in the *JD Edwards World Configuration Management Guide*.
Checking availability for configured items	The Sales Order Management system does not support availability checking for configured items. To check availability of configured items during sales order entry, you must set the Check Availability field in Configurator Constants in the Configuration Management system. If the system finds the exact item and string match, a form displays all locations containing the specific configuration. However, the system does not perform availability checking. See Checking Availability in the *JD Edwards World Configuration Management Guide* and Setting Up Constants in the *JD Edwards World Configuration Management Guide*.
Working with preferences and configured items	The following preferences do not function with configured items: ■ Print Message ■ Product Allocation ■ Inventory Commitment

See Also:

- Working with Configured Item Sales Orders in the *JD Edwards World Configuration Management Guide*.

9

Enter Sales Orders with Templates

This chapter contains these topics:

- Section 9.1, "Entering an Order Using a Standard Template,"
- Section 9.2, "Entering a Sales Order Using a Customer Template,"
- Section 9.3, "Creating a Template Using Order History."

You can use templates to speed order processing by displaying your customer's most frequently ordered items. A template is a system-generated "best guess" about what your customer will order.

Using templates also reduces errors and redundant data entry.

You can use a default template for your customer if one is set up, or choose from any available template that is set up for your system. Also, you can create a sales order for one customer by using another customer's template. You can set up a template that is specific to any of the following:

- Customer
- Item
- Quantity

You can complete order information using templates in the following ways:

- Copy all items and quantities on the template
- Change item and quantity information on a line-by-line basis
- Leave quantity information blank for those items that you do not want to add to your sales order

Before You Begin

- Verify that the processing options for the Sales Order Entry program are set to permit order template processing
- Verify that standard and customer templates are set up for your system

See Also:

- Chapter 52, "Set Up Order Templates."

9.1 Entering an Order Using a Standard Template

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can use any of the standard templates that are set up for your system as the basis for a sales order. You can also add items to an existing template by entering the related item and quantity information to the Order Template form.

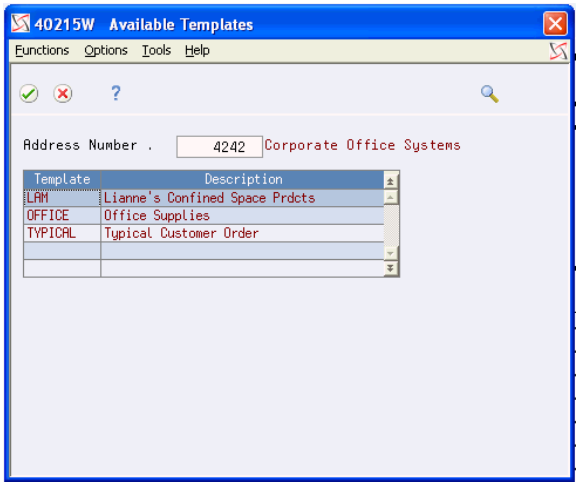
You can activate template processing and specify a template in the sales order entry processing options. To choose from available templates, you must activate template processing in sales order entry processing but do not identify a specific template name.

To enter an order using a standard template

On Enter Orders (Page Mode)

1. Complete the following required fields and press Enter twice:
   - Branch/Plant
   - Sold To or Bill To
2. The Available Templates form may also be accessed by pressing F5.

Figure 9–1 Available Templates screen



3. 3. On Available Templates, do one of the following:
   - Select the template that you want to use for your sales order.
   - Blank out the customer number, press Enter to view standard templates, and select the template that you want to use for your sales order.
4. Review the following fields for each item on the template that you select:
   - Item
   - Usual Quantity
   - Unit of Measure
5. Complete the following fields next to each item that you add to the order:
   - Quantity
   - Unit of Measure

9.2 Entering a Sales Order Using a Customer Template

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

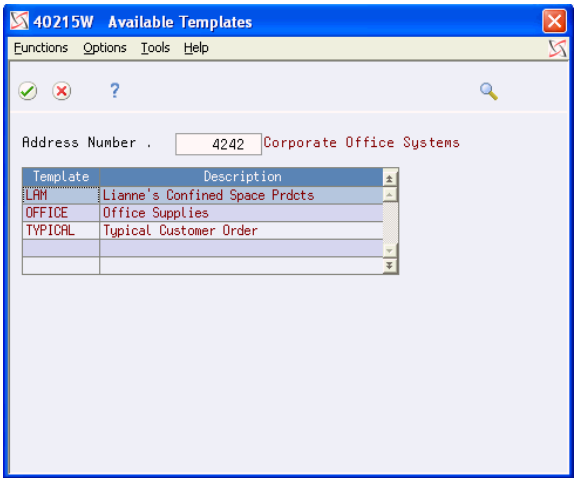
You can enter a sales order that is specific to one of your customers by using a default template that you set up for that customer.

To enter a sales order using a customer template

On Enter Orders (Page Mode)

1. Complete the following required fields:
   - Branch/Plant
   - Sold To or Ship To
2. Access the Order Template form by pressing Enter twice.

Figure 9–2 Available Templates screen



3. On Order Template, review information in the following fields:
   - Quantity
   - Item
   - Usual Quantity
4. Do one of the following:
   - Select all of the items and quantities on the template
   - Change item and quantity information on a line-by-line basis
   - Omit items that you do not want on the sales order by leaving quantity information blank

9.2.1 What You Should Know About

Topic	Description
Displaying template information	When you specify a template for a customer in the Customer Billing Instructions, the system displays the template information in the Order Template form. If you do not specify a template in the Customer Billing Instructions, the Available Templates form displays with a list of all default templates. You must active the order template processing option in Sales Order Entry - Detail.

9.3 Creating a Template Using Order History

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

In addition to using a template to create a sales order, you can select an existing or previous order and copy its contents to the Order Template form. Then, you can use it as the basis for your new sales order, just as if it was a template.

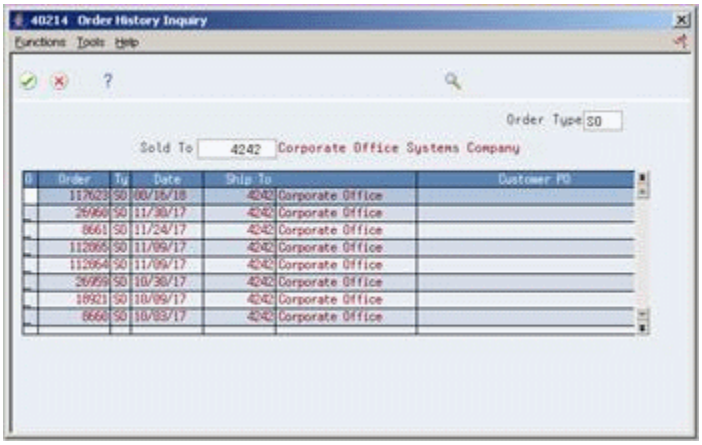
To create a template using order history

On Enter Orders (Page Mode)

1. Complete the following required fields and press Enter:
   - Branch/Plant
   - Sold To or Ship To
2. From the detail form, press F5 to display the Available Templates window.

   One of the following occurs:
   - If a default template is set up for your customer, the Order Template form appears
   - If no default template is set up for your customer, the Available Templates form appears
3. On Available Templates, do one of the following:
   - Select the template that you want to use for your sales order.
   - Blank out the customer number, press Enter to view standard templates, and select the template that you want to use for your sales order.
4. From the Order Template form, press F10 to access the Order History Inquiry form.

Figure 9–3 Order History Inquiry screen



5. On Order History Inquiry, do one of the following:
   - To select the order that you want to copy, enter that option.
   - To review individual orders, enter the Details option. On Customer Inquiry, you can access sales order entry to review the order. Select the order that you want to copy.
6. Do one of the following:
   - Select and copy all of the items and quantities on the template by pressing F6 and then pressing Enter twice
   - Change item and quantity information for any item that you want to add and press Enter twice
   - Omit any items that you do not want to add to your sales order by leaving quantity information blank
7. Return to Sales Order Entry and continue adding any remaining order information.

Part II

Additional Order Entry and Release

This part contains these chapters:

- Chapter 10, "Overview to Additional Order Entry and Release,"
- Chapter 11, "Work with Order Releases,"
- Chapter 12, "Enter Credit Orders,"
- Chapter 13, "Work with Transfer Orders,"
- Chapter 14, "Enter Direct Ship Orders,"
- Chapter 15, "Work with Quote Orders,"
- Chapter 16, "Work with Blanket Orders,"
- Chapter 17, "Work with Interbranch Orders,"
- Chapter 18, "Work with Service and Warranty Management."

10

Overview to Additional Order Entry and Release

This chapter contains these topics:

- Section 10.1, "Objectives,"
- Section 10.2, "Overview."

10.1 Objectives

- To understand the different types of additional orders
- To enter each type of additional order
- To release held orders

10.2 Overview

The Sales Order Management system provides different order types to accommodate specific ordering situations. Although you enter these additional orders in the same way that you enter a basic sales order, the system processes each order type differently. For example, quote orders are printed but not picked, whereas direct ship orders are not picked. Some additional orders, such as blanket orders, are prerequisites to actual sales orders.

You use order releases to return the order to the processing cycle or to initiate the sales order process. For example, you could place a customer's order on hold for credit reasons and then release the order when the customer's credit status changes. Or, you can create sales orders from blanket orders or quote orders by releasing the blanket order or the quote order.

Complete the following tasks:

- Work with order releases
- Enter credit orders
- Enter transfer orders
- Enter direct ship orders
- Work with quote orders
- Work with blanket orders
- Work with interbranch orders
- Work with service and warranty management

When the system places an order on hold, the order is taken out of the processing cycle. When you release an order, you return it to the order processing cycle.

You use credit orders when a customer returns goods that you want to return to inventory. You can also use credit orders when a customer returns damaged goods that you cannot return to inventory. In both cases, you must issue the necessary credits and make adjustments for the returned merchandise.

You can use transfer orders for internal purposes. You can transfer inventory between branch/plants within your company and maintain an accurate on-hand inventory count.

You use direct ship orders to record the sale of an item that you purchased from another supplier. The supplier sends the item directly to your customer. Because the supplier ships the item directly to your customer, the system does not process the order quantities through your inventory.

You use quote orders to record price quotes. You can:

- Access quote orders through the same review, maintenance, and inquiry form that you use to work with sales orders
- Convert an entire or partial quote order to a sales order
- Use quote orders to ensure effective controls over price guarantees
- Use quote orders to avoid committing inventory until the customer authorizes the order

You use blanket orders when you have an agreement with a customer for multiple releases of an item over a specified period of time. For example, you can place an order for 100 items that will be delivered over a period of four months in increments of 25 items per month. At the agreed-upon time, the quantity that you enter in an actual sales order is subtracted from the blanket order.

You can use interbranch orders to fill a customer's sales order from a branch/plant other than the selling branch/plant. This is helpful if your company places an order from one location but fills and ships the order from another location, such as a central supply warehouse.

10.2.1 Before You Begin

- Verify that you have set up status codes and order activity rules for additional types of orders. See Chapter 51, "Set Up Order Activity Rules."
- Verify that you have set up the line types related to credit orders and direct ship orders. See Chapter 50, "Set Up Order Line Types."
- Verify that you have set up the document types for additional types of orders. See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.

11

Work with Order Releases

This chapter contains these topics:

- Section 11.1, "Releasing Orders on Hold,"
- Section 11.2, "Releasing Backorders Online,"
- Section 11.3, "Releasing Backorders in a Batch,"
- Section 11.4, "Reviewing Order Releases."

You might have orders on hold for several reasons. For example, you might place orders on hold that do not meet margin requirements as well as orders that exceed a customer's credit limit. When an order is on hold, it must be released back into the processing cycle for any additional processing to take place.

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. When an order or order line is placed on backorder, you must release backorders back into the processing cycle when inventory becomes available.

See Also:

- Chapter 53, "Set Up Order Hold Information."

11.1 Releasing Orders on Hold

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Release Held Orders

You release orders to return an order to the processing cycle. For example, you enter an order for a customer who has exceeded their credit limit. The system places the order on hold. When the customer makes a payment, their credit status changes and their orders can be filled. However, the system will not continue to process this customer's orders until you release them. You must have appropriate security access to release an order.

You can place multiple holds on an order, such as:

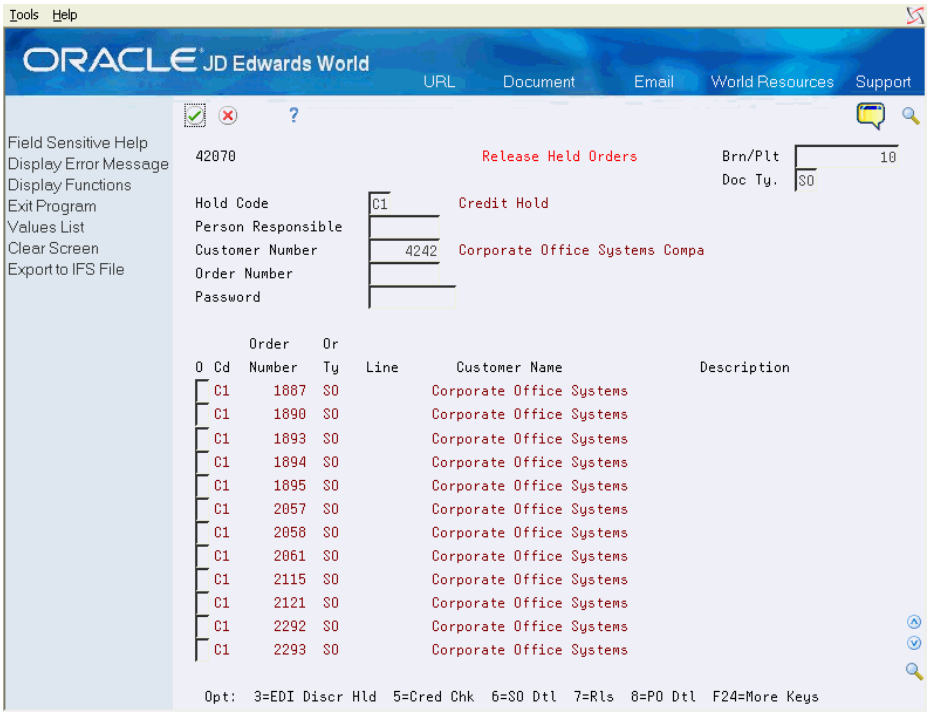
- Customer holds, such as credit holds
- Item holds, such as detail lines that do not meet the margin requirements
- Order holds, such as orders that do not meet minimum amounts or that exceed maximum limits

You can release items and orders for customers as many times as necessary.

To release orders on hold

On Release Held Orders

Figure 11–1 Release Held Orders screen



1. To display held orders, complete the following field:
   - Branch/Plant
2. Complete any combination of the following fields:
   - Hold Code
   - Person Responsible
   - Order Number
   - Customer Number
3. Complete the following field:
   - Password
4. Choose the release option to release the orders.

Field	Explanation
Hold Code	A user defined code (table 42/HC) that identifies why an order was placed on hold (for example, credit, budget, or margin standards were exceeded). *Form-specific information* Enter a specific code in the first Hold Code field to display only orders on hold for that particular reason. The second Hold Code field contains the hold code assigned to that line of the order.

Field	Explanation
Person Responsible	The address book number of the person that is responsible for reviewing and releasing orders placed on hold.
Number	The number that identifies an original document. This can be a voucher, an order number, an invoice, unapplied cash, a journal entry number, and so on. *Form-specific information* The Order Number field at the top portion of the form is an inquiry field that you can use to have the system display a specific order number. When you inquire by a specific order number, you can see if there is more than one hold on an order. The Order Number field in the lower portion of the form contains the number of the order whose information is displayed on the line.
Password	A series of characters that you must enter before the system updates a table. In the Distribution systems, the password secures commissions setup and the release of held orders. Only users with access to the password can release an order. The system does not display the password on the form. You should not enter blanks anywhere in the password.

11.1.1 What You Should Know About

Topic	Description
Releasing discrepancy holds	When you run the Batch Edit and Creation program, the system generates sales orders that have been transmitted electronically. The system automatically edits the transmitted information for discrepancies. If there is a discrepancy in the transmission, for example, the extended price in the transmission differs substantially from the system-generated price, the system creates the order with the system-generated price and places the order on a discrepancy hold. You can review the hold and display the following discrepancies that apply to the order detail line: ■ Price tolerance ■ Freight terms ■ Payment terms You release discrepancies holds like other types of holds. See Receiving Inbound Documents in the *JD Edwards World Electronic Commerce Guide*.
Printing held orders	You can print the Held Sales Order report to review all sales orders that are on hold.
Releasing blanket and quote orders	You can create sales orders from blanket orders and quote orders by releasing the blanket order or the quote order. See Chapter 16, "Work with Blanket Orders" and Chapter 15, "Work with Quote Orders" for more information.

Topic	Description
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.

11.1.2 Processing Options

Section 64.1, "Release Held Orders (P42070)."

11.2 Releasing Backorders Online

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Release Backorders - Online

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. You release backorders when inventory becomes available.

When you use the Release Backorders - Online program the first thing to do is to locate the backordered items you want to release. These can be located by item number, customer sold-to or ship-to address, order number and customer PO number.

When you inquire on backorders by item, the quantity on hand and quantity available for the item display in the upper right corner. In addition to this, the system automatically populates the Quantity To Ship field with those backordered quantities that are eligible for release. There is also a processing option that allows you to display all backordered items or only those that can be released in full. If the entire quantity on an order line is not available to ship, the Quantity to Ship field will appear blank.

You can add to or override the Quantity To Ship field at any time. If you inquire on backordered items by order number or address number, you will have to manually populate the Quantity to Ship field.

When you press the Enter key on this video, all quantities contained in the Quantity to Ship field will be released from backorder. Each backordered quantity released will revert back to the Shippable field in Sales Order Entry.

Order detail lines display in order of Promised Date, however you can set a processing option to sequence lines by the Priority Code (PRIO) that can be assigned to the order detail lines.

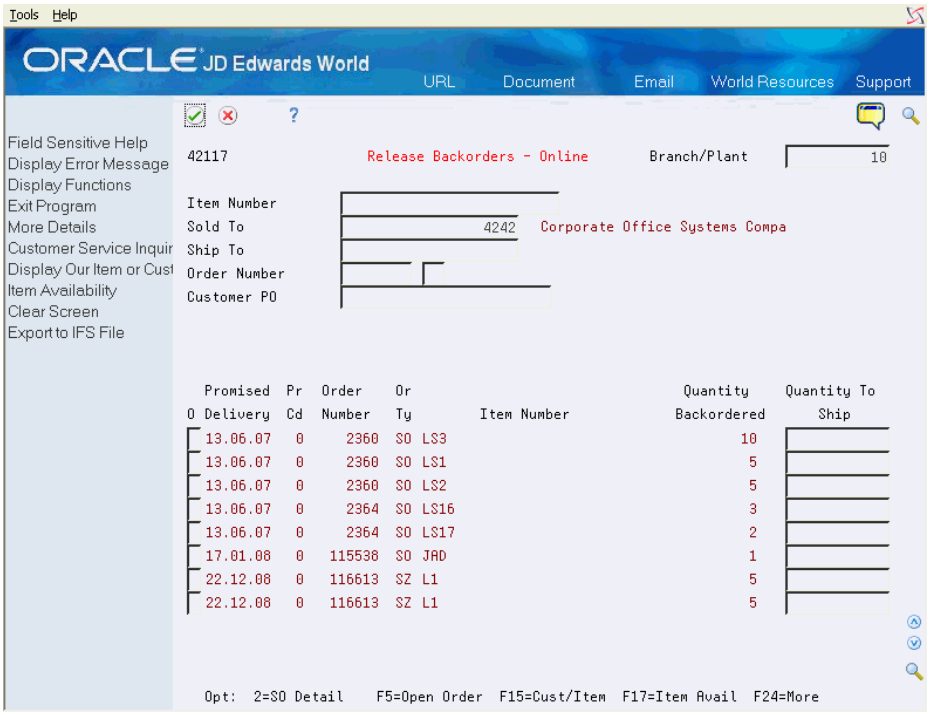
There is a processing option to control whether the customer name and number display in the detail portion of the video, or whether the item number displays.

There is also a processing option to control whether kit component lines are displayed. By eliminating them from the display you can prevent backorders from being released for individual kit components, hence maintaining kit balancing.

To release backorders online

On Release Backorders - Online

Figure 11–2 Release Backorders - Online screen



1. Complete the following fields:
   - Branch/Plant
2. Complete any combination of the following fields:
   - Item Number
   - Sold To or Ship To
   - Order Number
   - Customer Purchase Order
3. Complete the following fields:
   - Option
   - Quantity To Ship
4. Choose the option to release the order.

11.2.1 What You Should Know About

Topic	Description
Limiting the additional order processing	The Sales Order Management system does not support the backorder and release for configured items.

Topic	Description
Run Backorders To Fill report	You can run a version of the Backorders to Fill report to review backordered items. After you have reviewed this report, you can use the Backorder Release program to review one item at a time and release those backorders that have sufficient quantities. See Section 21.3, "Generating Order Status Reports" for more information.
Releasing backorders in Sales Order Entry	Sales Order Entry (P4211) can be used to release backorders by deducting from the backorder quantity (B) and increasing the shipped quantity (S) in the fold area (F4) of the detail line.
Negative availability and on-hand quantity	If you specify that the system release more quantity than is available, the system will generate error 2716 (Quantity exceeds available). However, since this is only a warning, you can enter through it making the availability negative. Depending on your commitment process this could subsequently allow on-hand quantities to go negative as well.
Releasing backorders when the quantity on-hand is zero	A processing option under Releasing options allows you to specify whether a backorder is released when the quantity on-hand is zero. This option only applies in an environment where an item's availability can exceed its on-hand quantity. An example would be where purchase orders are included in the quantity available calculation in that when a purchase order is entered into the system it will immediately give an available quantity, even though it will not be added to the on-hand quantity until it is received. By setting this processing option you can prevent the release of the backorder until the quantity is received. **Note:** this processing option functions the same way in Backorder Release- Batch.
Quantity on backorder and the quantity available calculation	A processing option under Display options controls whether the backordered quantity should be added back into the quantity available calculation performed by this program. In environments where soft committed quantities are subtracted from on-hand quantities this option should be set to 1 to add the backordered quantity back into the quantity available. The reason for this is that the backordered quantity is soft committed and so has already been deducted from the quantity available. By adding the backordered quantity back the program can then determine whether there really is a sufficient quantity of the item available. **Note:** this processing option functions the same way in Backorder Release- Batch.

Topic	Description
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.

11.2.2 Processing Options

See Section 64.2, "Release Backorders (P42117)."

11.3 Releasing Backorders in a Batch

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Release Backorders - Batch

You can run a version of the Release Backorders - Batch program so the system can release backorders in batches. When inventory becomes available, the system releases backorders until the available inventory is completely committed.

The system automatically establishes the order in which backorders are filled. By default, the system fills the quantity for the order with the earliest date first, however it will ensure the least number of partial orders remain by filling all the orders in can complete first. To fill an order based on the priority code that you set up in customer billing instructions, you can create an alternative version of the Release Backorders - Batch program and edit the data sequence values. This version fills any orders with priority codes first, then any orders with a specified request date.

The program is shipped with three standard versions:

- XJDE0001 - Proof mode to generate the report with no updates
- XJDE0002 - Final mode to perform updates and generate the report
- XJDE0003 - Kit Balancing. If you are using kit items on sales orders, you will want to use this version to maintain kit balancing. The idea is to treat all items in a kit as a single unit, in that if one component backorders, the entire kit backorders. If you run versions 1 or 2 over a kit item, the program will treat kit components as individual items. Data selection for this version is preset to omit kit line items so that the entire kit is processed as a unit.

11.3.1 What You Should Know About

Topic	Description
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.

11.3.2 Processing Options

See Section 64.3, "Release Backorders - Batch (P42118)."

11.4 Reviewing Order Releases

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Credit Release Log

You use the Credit Release Log Report to review order and customer credit information when an order is released. You can release an entire order, a line, or multiple lines from an order, or multiple orders released at one time.

You might have orders on hold for several reasons. When an order is on hold, it must be released back into the processing cycle for any additional processing to take place. When you release an order back into the processing cycle, the system logs the following release information in an audit table:

- Order number
- Customer
- The release date
- The person that is responsible for the release

If you release an order that was on hold for credit reasons the system writes the customer's credit information to audit report at the time of order release.

This program displays information from the Hold Order and Credit Check tables.

12

Enter Credit Orders

This chapter contains these topics:

- Section 12.1, "Overview,"
- Section 12.2, "Entering Credit Orders Manually,"
- Section 12.3, "Entering System-Generated Credit Orders."

You use credit orders when a customer returns goods that you might return to inventory, or when you receive back damaged goods that you cannot return to inventory. In both cases, you need to issue the necessary credits and make adjustments for the returned merchandise.

12.1 Overview

The system supports the following types of returns:

Return	Description
Authorized return	An authorized return requires that a customer attain authorization prior to returning or receiving credit for an item. If your company uses this type of return, you can print the credit order and send it to the customer. When the customer returns the item, you can use the credit order as proof of prior authorization.
Dock return	A dock return allows the customer to return or receive credit for an item without prior notice. You create the credit documents after the item is returned.

You enter credit orders for both dock and authorized returns in the same way but at different points in the order process.

When you enter the information manually, the system applies the current unit price for the credited item. If necessary, you can also enter a different unit price to override the default information.

When the system creates a credit order, it retrieves the credit information from the Sales Order History file (F42199). The credit order amount is based on the unit price that the customer actually paid instead of the current price.

12.1.1 Before You Begin

- Verify that you have set up a line type for credit orders. See Chapter 50, "Set Up Order Line Types."

12.1.2 What You Should Know About

Topic	Description
Defining the steps for credit order processing	You can set up status codes for credit order types. Status codes define the steps in which the system must process an order. See Chapter 51, "Set Up Order Activity Rules."
Tracking credit orders	You can set up a specific document type for credit orders to track credits in specific general ledger accounts and to record a separate credit history. You can set up automatic accounting instructions to direct entries to special accounts that are based on the credit order document type. This allows the system to track returns and create general ledger entries for credits when you run the Update Customer Sales program. See Chapter 58, "Set Up Automatic Accounting Instructions."
Limiting additional order processing for configured items	The Sales Order Management system does not support credit order processing for configured items.

12.2 Entering Credit Orders Manually

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4242), choose Credit Orders

You enter a credit order manually to record a returned item and apply the current unit price to the item. You can also override this default pricing information. You enter credit orders in the same way that you enter sales orders.

To enter credit orders manually

On Credit Orders

1. Complete the following fields:
   - Branch/Plant
   - Sold To
   - Quantity
   - Item
2. If restock charges or non-stock items are included on the return, complete the following fields:
   - Quantity
   - Item
   - Line Type

   When you accept the order, the total amount of the credit appears above the first line item.

See Also:

- Section 63.1, "Sales Order Entry (P4211)."

12.3 Entering System-Generated Credit Orders

Navigation

From Sales Order Management (G42), choose Additional Order Processes

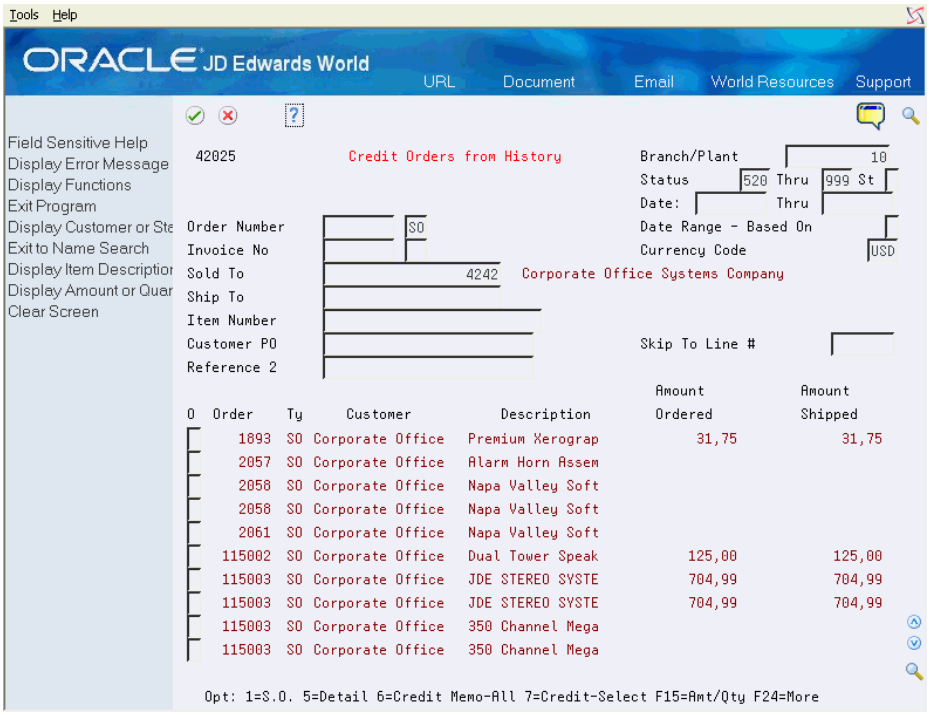
From Additional Order Processes (G4212), choose Credit Orders from History

Creating credit orders from history is accomplished by basing the credit order on a previous order that has been identified from the Sales Order History file (F42199). This method is preferable in most cases over entering a brand new credit order because it will use the price and cost of the item at the time of the original order.

To enter system-generated credit orders

On Credit Orders from History

Figure 12–1 Credit Orders from History screen



1. Complete any of the following fields:
   - Order Number
   - Invoice Number
   - Sold To
   - Ship To
   - Item Number
   - Customer P.O.

2. To enter a credit order for the applicable sales order, choose the credit memo option.

   The system creates a credit order with the information from the original sales order.

3. Type over, delete, or accept the default information.

12.3.1 Setup to enable System-Generated Credit Orders

In order to generate credit orders from history the following setup is required:

- The order activity rules must be set so that at some point in the sales order process the order is written to the Sales Order History file. The most common point at which this is set is after invoices are printed. See Chapter 51, "Set Up Order Activity Rules" in this guide.
- The following processing options need to be set on Credit Orders From History (P42025)
  - Set both option 2 and 3 to the status code that you defined in the Order Activity Rules as the point at which Sales Order History records are to be written. If you set this point at Print Invoices then you would enter 600 for both options.
  - Option 5 can be set to 1 or blank. If it is set to 1 for Last Status then processing option 40 in the Credit version of Sales Order Entry (P4211) must also be set to 1.
  - Option 10 should be set to the version of Sales Order Entry (P4211) that is to be used for credit orders.
- The following processing options need to be set on the Credit Order version of Sales Order Entry (P4211)
  - Option 41 defines the status code to select when retrieving credit orders. In our example this would be 600.
  - Option 42 defines whether the previous status is the Last Status or the Next Status. As mentioned above, this option must be kept in sync with processing option 5 on P42025.

13

Work with Transfer Orders

This chapter contains these topics:

- Section 13.1, "Set Up for Transfer Orders,"
- Section 13.2, "Entering Transfer Orders,"
- Section 13.3, "Creating Transfer Orders in Batch Mode."

You enter a transfer order to relocate inventory between branch/plants within your company The transfer order program does the following:

- Creates a purchase order for the shipping location that represents the supplier
- Creates a sales order for the receiving location that represents the customer
- Processes the inventory amounts on the transfer order as a formal purchase and sale of goods
- Creates documents, such as pick slips or invoices, that are necessary to complete the transfer

The default document types assigned in the processing options of the Transfer Orders program (P4242) are ST for the sales order and OT for the Purchase order. Because of this a transfer order is often referred to as an ST/OT.

Sales Order

By processing the sales order through Shipment Confirmation and Sales Update, the on-hand quantity for the shipping location is decremented and journal entries are written to reflect this reduced inventory and the increased amount in the Inventory Intransit account. Entries may also be written to the Interbranch Revenue and the Cost of Goods Sold accounts.

Purchase Order

By processing the purchase order through Receipts and Voucher Match, the on-hand quantity for the receiving location is incremental and journal entries are written to reflect this increased inventory and the reduced amount in the Inventory Intransit account. The Inventory Intransit account will then net to zero.

Costs

When transferring inventory from one branch to another, each item is usually transferred at its cost. Since the cost of an item may be different within each branch, the cost used for the transfer order is taken from the shipping branch. There may be a markup on the transfer that is defined by the shipping branch in the branch sales markup table. See Section 13.1, "Set Up for Transfer Orders" in this chapter.

13.1 Set Up for Transfer Orders

Verify that the following set up is in place before calling the transfer orders program:

- Branch/Plant Constants. Each Branch/Plant must have a valid address book number defined in the Branch/Plant Constants file.
- Customer Billing Instructions. The Sold-to Address on the sales order comes from Customer Billing Instructions of the receiving branch.
- Order Line Types. The Line Type used for an order transfer must be set up as follows:
  - GL Interface set to Y
  - Inventory Interface set to Y
  - A/R Interface set to Y. This must not be set to N since it will cause an out of balance batch to be created. To bypass A/R, use the processing option on Sales Update to turn off the A/R interface.
  - The A/P Interface flag can be set to either Y or N since it does not influence whether an Accounts Payable Ledger record is written or not.
- Order Activity Rules. These must be set up for both combinations of order type/line type for Sales Order and Purchase Order Entry. Invoices are not normally printed for transfer orders, so this step may be eliminated for Sales Order Processing for an ST order type.
- Transfer Orders Processing Options (P4242). Ensure that the appropriate line type and order types are defaulted into the program. If a markup is to be applied ensure that processing option 34 is set:
  - Enter 1 to use the cost plus any transfer cost markups for the sales order price.
  - Enter 2 to use the Base Price file (F4106).
  - If left blank, the cost alone will be used to price sales order lines.
- Sales Update Processing Options (P42800). It is recommended that a special version of Sales Update be created for transfer orders. If you are not printing invoices then this should be copied from the Assign Invoice No. Final version. Do not change the data sequencing and ensure that the processing options for A/R Invoice date (2) and General Ledger date (4) are not set to 1. If Shipment Confirmation has been run, then the Actual Shipment date can be used for these options. To bypass updating Accounts Receivable set processing option 14 to 1. See Section A.4, "Bypassing Updating A/R."
- Branch Sales Markup Table. To apply a cost markup to an item when creating a transfer order, the Branch Sales Markup table must be set up on menu G4241 and processing option 34 set appropriately for the Transfer Orders program.

13.1.1 AAI Setup For Transfer Orders

Special setup must be done with AAIs to get the correct account distribution when processing a transfer order. First as a reference we will look at the standard AAI setup and accounting entries for sales and purchase orders, then we will look at the setup required when using transfer orders.

13.1.1.1 Standard AAI setup for Sales and Purchasing

Sales:

AAI	Account	Debit	Credit
4230	Revenue		$XXX
RC	Accounts Receivable	$XXX	
4240	Inventory		$XXX
4220	Cost Of Goods Sold	$XXX	

Purchasing Receipts:

AAI	Account	Debit	Credit
4310	Inventory	$XXX	
4320	Received Not Vouchered		$XXX

Voucher Match:

AAI	Account	Debit	Credit
4320	Received Not Vouchered	$XXX	
PC	Trade Payable		$XXX

Now we will look at the AAI setup and accounting entries for a transfer order. These can differ depending on whether the item is transferred at cost or is transferred at cost plus a markup. For this example, we will be bypassing A/R by setting processing option 14 of Update Customer Sales (P42800).

13.1.1.2 AAI setup for Transferring Inventory At Cost

If the item is transferred at cost, then Revenue, Accounts Receivable, and Cost of Goods Sold may not apply. AAIs for Revenue (4230) and Accounts Receivable Trade (4245) can be netted against each other as shown below. Inventory is credited (reduced) and Inventory Intransit is debited (increased) using the Inventory (4240) and Cost of Goods Sold (4220) AAIs. With A/R bypassed the system uses AAI 4245 (AR Trade) instead of the RC AAI, and creates a batch type of G. No Account Receivable Ledger record (F0311) is created.

Sales - Shipping branch:

AAI	Account	Debit	Credit
4230	Direct this revenue AAI and the A/R Trade AAI (4245) ti the same Suspense account		$100
4245	Direct this AR Trade AAI to the same Suspense account as 4230 above	$100	
4240	Inventory		$100

AAI	Account	Debit	Credit
4220	Direct this Cost Of Goods Sold AAI to the Inventory Intransit account	$100	

Depending on whether a voucher match will be performed with the receipt or not, the Purchasing AAIs will need to be set up differently:

Purchasing - Receiving branch when voucher match will be performed

For the receiving branch, a receipt is processed at the time the goods are physically received. Inventory is debited (increased) and Received Not Vouchered (temporary liability) is credited (increased).

Purchasing Receipts:

AAI	Account	Debit	Credit
4310	Inventory	$100	
4320	Received Not Vouchered		$100

Assuming that this transfer does not have to be paid for, the Received Not Vouchered entry must be offset. This can be done by adding a line to the Purchase Order in the Voucher Match program (P4314). The new line should reverse the original line with the Item/Account entry being changed from the item number to the account number of the Inventory Intransit account.

After both lines are voucher matched, there will be zero dollar Accounts Payable Ledger record (F0411) created. The Trade Payable account nets to zero, whilst the credit to the Inventory Intransit account from the added expense line offsets the debit created to this account by Sales Update.

Voucher Match:

AAI	Account	Debit	Credit
4230	Received Not Vouchered	$100	
PC	Trade Payable		$100
	Added Negative Line		
(none)	Inventory Intransit		$100
PC	Trade Payable	$100	

Purchasing - Receiving branch when voucher match will not be performed

If a voucher match will not be performed after receipt, the Received Not Vouchered AAI can be directed to the Inventory Intransit account at the time of receipt, offsetting the debit entry to the Inventory Intransit account created at Sales Update by AAI 4220.

Purchasing Receipts:

AAI	Account	Debit	Credit
4310	Inventory	$100	

AAI	Account	Debit	Credit
4320	Inventory Intransit		$100

With this setup, the accounting resolves satisfactorily, however the receipt creates a match type 1 record on the Purchase Order Receiver file (F43121) which shows up in open receipts. To exclude this record from further processing, set its Match Type to 5 using either World Writer or some other data file utility.

13.1.1.3 AAI setup for Transferring Inventory At Cost Plus

The shipping branch may want to charge the receiving branch a fee for transferring the inventory, in this example 10% of $100. This can be done by updating the branch sales markup table and setting the appropriate processing option on Transfer Orders (P4242). Since the shipping branch may want to hit the Interbranch Revenue and Cost of Goods Sold accounts, the AAIs in Sales Order must be setup accordingly.

Sales - Shipping branch:

AAI	Account	Debit	Credit
4230	Interbranch Revenue		$110
4220	Cost of Goods Sold	$100	
4240	Inventory		$100
4245	Direct this A/R Trade AAI to the Inventory Intransit account	$110	

Purchasing Receipts:

AAI	Account	Debit	Credit
4310	Inventory	$110	
4320	Received Not Vouchered		$110

Voucher Match:

AAI	Account	Debit	Credit
4320	Received Not Vouchered	$110	
PC	Trade Payable		$110
	Added Negative Line		
(none)	Inventory Intransit		$110
PC	Trade Payable	$110	

If the voucher match process is not being performed, use the same process as described above in the 'at cost' section.

13.1.2 What You Should Know About

Topic	Description
Kit items	Kit items are not supported in the transfer order process. To enter an order for kits, use the regular sales or purchase order entry programs.
Work Orders	Use the Transfer Order Entry program (P4242) to create work orders in the Shop Floor Control system for a specific line type. Items with this line type can be manufactured in one branch before being transferred to another branch. The Sales Detail File (F4211) stores the work order number and type.

13.2 Entering Transfer Orders

Navigation

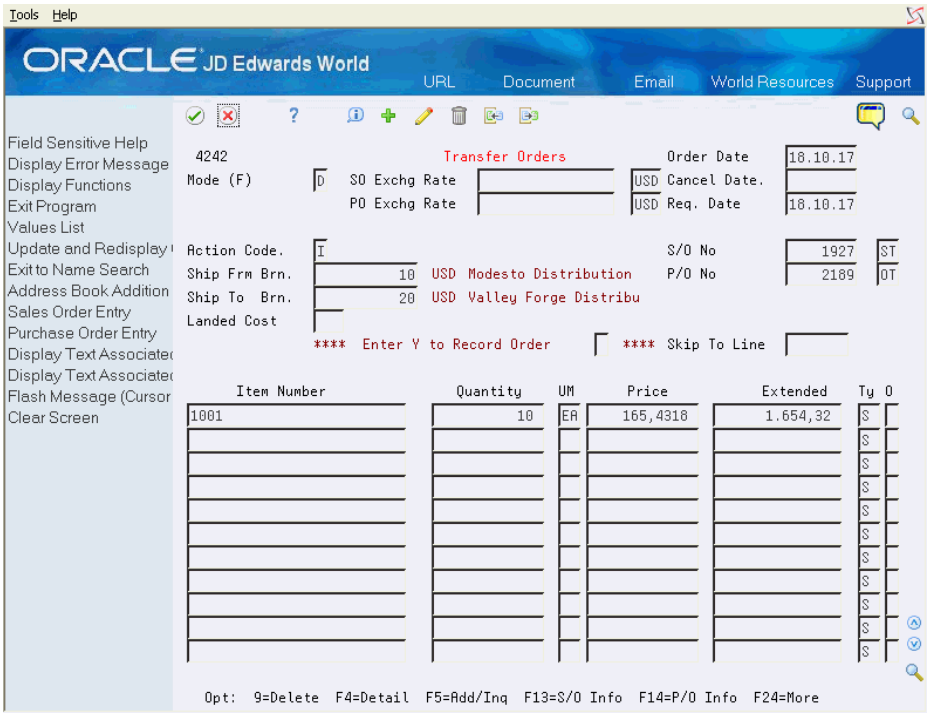
From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Transfer Orders

To enter transfer orders

On Transfer Orders

Figure 13–1 Transfer Orders screen



1. Complete the following fields:
   - Ship From Branch
   - Ship To Branch
   - Item Number
   - Quantity

2. Complete the following optional field:
   - Landed Cost
3. Display the default values for the remaining fields by pressing Enter.
4. Do one of the following:
   - Accept the default values for all remaining fields
   - Complete the default values in any remaining fields

Field	Explanation
Landed Cost	A user defined code (41/P5) that indicates the landed cost rule for an item. The landed cost rule determines purchasing costs that exceed the actual price of an item, such as broker fees, commissions, and so forth. You set up landed cost rules on Landed Cost Revisions.

13.2.1 What You Should Know About

Topic	Description
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Tools Guide* for more information.

13.2.2 Changes to a Transfer Sales Order or Purchase Order

The sales order and purchase order created from a transfer order, are connected by the Related Order Number, Related Order Type, and Related Line Number fields in both the Sales Order and Purchase Order files. This is a "one-way" connection in that changes to the sales order are reflected on the purchase order whereas changes to the purchase order are not reflected on the sales order.

More specifically:

- Changes made to existing lines on the sales order with Transfer Orders (P4242) or Enter Orders (P4211) are reflected on the purchase order.
- Changes made to existing lines on the purchase order with Transfer Orders (P4242) or Change Orders (P43111) are not reflected on the sales order.
- Lines added to the sales order with Transfer Orders (P4242) are added to the purchase order.
- Lines added to the sales order with Enter Orders (P4211) are not added to the purchase order.
- Lines on the sales order that are split at Shipment Confirmation are also split on the purchase order.

13.2.3 Receipt Routing

Receipt routing can be used to track inventory that is in transit from one branch to another. After the branch processing the sales order has shipped the goods, they will be ready for receipt at the receiving branch where they can be processed with Enter Receipts by PO or Item (P4312). The goods can be tracked in a receipt routing operation (TRAN) before they are physically entered into stock (STK). When the receipt batch is posted, the appropriate journal entries are written.

Receipt routing can be initiated through processing options in the Shipment Confirmation program.

13.2.4 What You Should Know About

Topic	Description
Entering an agreement number	To automatically find an agreement number, you can access the Agreement Search program from the agreement number field in the detail area. You must be in the ECS format to access this additional field. If an agreement is assigned to a detail line, the system performs agreement processing. See About Agreement Management in the *JD Edwards World Agreement Management Guide*.
Entering configured items	The Sales Order Management system does not support transfer order processing for configured items.
Creating sales and purchase order records	The program creates records in the following tables: ■ Sales Order Header (F4201) ■ Sales Order Detail (F4211) ■ Purchase Order Header (F4301) ■ Purchase Order Detail (P4311)
Generating Automatic work orders	Consistent with standard sales order functionality, when you enter a transfer order with a detail line that has a line type set to generate a work order, typically W, a work order associated with the sales order generates automatically. Type 6 in the Option field to Exit to Work Order Header.
Transferring inventory	The Inventory Transfers program (P4113) is an alternative method that allows you to move inventory from one branch to another within the system immediately, lacking the tracking and accounting benefits provided by sales and purchase order processing.

Topic	Description
Cost differences	If an item is stored within a branch in multiple locations with different costs and the item is soft committed at the time of transfer order entry, the system stores the cost at the primary location. When the item is hard committed, either at pick slip or ship confirm, and the cost is different within the location it is allocated to, the system updates the sales order to reflect the different cost but the system does not update the purchase order. If the costing method is average cost and at the time of ship confirm the average cost changes, the sales order reflects the new average cost but the purchase order retains the original cost. You can use the Update Sales Order Cost/Price program (P42950) to update and sync costs between a sales transfer order and the associated purchase order. You can also set a processing option for the Shipment Confirmation program (P4205) to update the sales order price and purchase order cost when it updates the cost on a transfer order.

13.2.5 Processing Options

See Section 64.4, "Transfer Order Entry (P4242)."

13.3 Creating Transfer Orders in Batch Mode

You can create transfer orders in batch mode using the Batch Order Create program (P40211Z). On the processing option (40211Z), add appropriate data to the EDI or Z files. New purchase order fields in the F47011 or F47012, and F4001Z or F4011Z apply to transfer orders. The Purchase Order Business Unit (SYPOBU) is required for the creation of purchase orders for transfers. You must specify the receiving branch in this field in the inbound EDI Order Header file (F47011) or Batch Order Header file (F4001Z).

13.3.1 Processing options

See Section 63.3, "Batch Edit - Creation (P40211Z)."

14

Enter Direct Ship Orders

This chapter contains these topics:

- Section 14.1, "Currency and Direct Ship,"
- Section 14.2, "Entering Direct Ship Orders,"
- Section 14.3, "Creating Direct Ship Orders in Batch Mode."

Use direct ship orders to record the sale of items that you purchase from a supplier. You can receive the goods in to your warehouse and then send them on to your customer or you can have the supplier send the goods directly to your customer. Direct ship orders may or may not have an impact on inventory quantities and availabilities depending on your processes.

When you enter a direct ship order using Direct Ship Order program (P4243), the system simultaneously creates a sales order for the customer and a purchase order for the supplier. The sales order and purchase order created by this process are associated to each other by the Related Order fields on the Sales Order Detail file (F4211) and the Purchase Order Detail file (F4311). To view these fields on the sales order take option 1 from a detail line in Sales Order Entry (P4211). In the case of the purchase order, you can view the fields in the fold section (F4) of Enter Purchase Orders (P4311).

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Direct Ship Orders

14.1 Currency and Direct Ship

You can process international direct ship orders if multi-currency processing is activated for your system. You can also set a processing option to compare the sales order exchange rates and determine whether to issue a warning message for significant currency rate changes.

You can toggle between foreign and domestic modes. When you view an order in foreign mode, the following occurs:

The extended price fields for the sales order display the decimals for the currency that you specified for the Sold To address number in the Customer Master Information.

The system displays the extended cost for the purchase order portion using the decimals for currency from the Supplier Master Information.

If you view an order in the domestic mode, the system displays the extended detail portion of both sales and purchasing using the decimals that you specified for the base currency of the company.

You can only make changes to the order in one currency mode. The system updates both the foreign and domestic fields. You can view the updated order information in foreign or domestic modes, regardless of which mode you are in when you make the change.

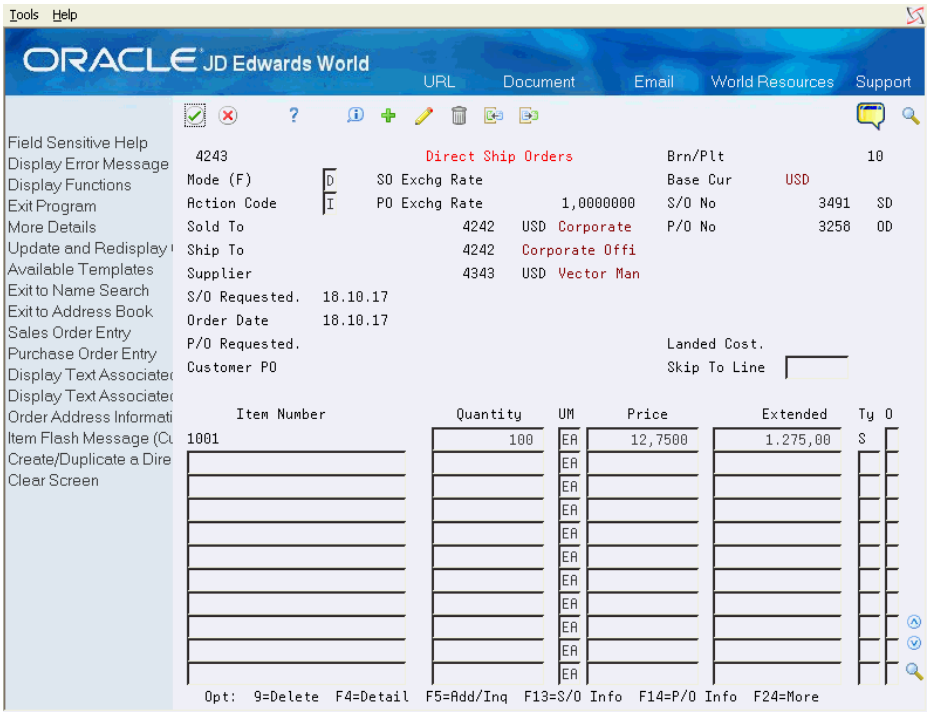
The currency mode specifies whether amounts are in the domestic currency of the customer. However, if the customer currency code, the supplier currency code, and the base currency code are the same, the system interprets the order to be domestic, regardless of the information that you enter in the mode field.

14.2 Entering Direct Ship Orders

To enter direct ship orders

On Direct Ship Orders

Figure 14–1 Direct Ship Orders screen



1. Complete the following fields:
   - Branch/Plant
   - Sold To
   - Ship To
   - Vendor Number
   - Item Number
   - Quantity

14.2.1 What You Should Know About

Topic	Description
Line type	You can use line types with an Inventory Interface of Y or D for direct ship orders. If you plan to receive items in to inventory prior to shipping them to your customers, you can use a line type with an Inventory Interface of Y. If the supplier ships the items directly to your customers, you can use a line type with an Inventory Interface of D. Use processing option 1 to determine which line type initially defaults on the window.
Entering an agreement number	You must be in the ECS format to access this additional field. If you enter a customer and item combination that matches an agreement number, the system enters the agreement. If the customer and item combination matches multiple agreements, you can choose the appropriate agreement. If an agreement is assigned to a detail line, the system performs agreement processing. See About Agreement Management in the *JD Edwards World Agreement Management Guide*.
Entering the Mark-For address	You can not enter a Mark-For address when you enter direct ship orders. After you enter the direct ship order, you can access the sales order header information to enter additional information.
Entering configured items	You cannot enter configured items on a direct ship order. See Working with Configured Item Orders in the *JD Edwards World Configuration Management Guide*.
Entering kit items	You cannot enter kit information on a direct ship order. To enter an order for kits, use the regular sales or purchase order entry programs to process kits.

Topic	Description
Changing associated sales orders and purchase orders	The sales order and purchase order are associated by specific fields. On the Order Detail Information form and the Purchase Order Detail form, these fields are: ■ Related Order Number ■ Related Order Type ■ Related Order Line Number Use the Direct Ship Orders program (P4243) to make changes to direct ship sales and purchase orders. JD Edwards World recommends that you do not make changes to direct ship orders using the Purchase Order Entry program (P4211) or Sales Order Entry program (P4311), as changes you make to one side of the direct ship order do not reflect on the related order. Processing options for the Enter Receipts by PO program (P4312), allow you to update the sales side of a direct ship order upon receipt of the related purchase order. For example, you can: ■ Update the status of the sales order line upon receipt of a direct ship purchase order line ■ Update the location or lot for the receipt to the sales order line ■ Confirm shipment of the sales order line upon receipt of the associated purchase order line
Creating sales and purchase order records	The program creates records in the following tables: ■ Sales Order Header (F4201) ■ Sales Order Detail (F4211) ■ Purchase Order Header (F4301) ■ Purchase Order Detail (F4311)
Kits and configured items	You cannot enter kit or configured items on a direct ship order. To enter an order for kits, use the regular sales or purchase order entry program.
Two way matching	You can do a two-way match for purchase orders created using a line type with a D Inventory Interface. For line types with an S Inventory Interface, you must perform a three-way match.
AAIs	The AAIs hit on direct ship orders are as follows: ■ Sales: Revenue (4230), Cost of Goods Sold (4220), Inventory (4240) and A/R Trade. ■ Purchasing: Inventory (4310), Received Not Vouchered (P4320), and A/P Trade (PC).

Topic	Description
Partial Shipments	When you receive a partial shipment of a direct ship order using the Enter Receipts program (P4312), the system splits the existing line on both the purchase order and sales order to reflect the partial shipment. For example, if you order quantity 10 of item A on a direct ship order line and then record a partial receipt of quantity 7, the system splits the existing line for quantity 10 to two lines, one to reflect the received quantity of 7 and the other to reflect the quantity of 3 that is still open to receive. This allows for a one to one relationship between the lines on the purchase order and the lines on the associated sales order. JD Edwards World recommends that you do not ship confirm the sales order before performing a receipt against the associated purchase order. If you ship confirm a partial quantity of a direct ship order prior to receiving that partial quantity, the system splits the line on the sales order but not the line on the purchase order, thus negating the one to one relationship between the lines on the orders. Processing option 16 for Shipment Confirmation (P4205) allows you to prohibit the shipment of a direct ship order before the receipt takes place.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.
Updating related sales lines at receipt	You can set the system to automatically update the location or lot to the related sales line when the system receives a purchase order. Also, you can set the system to automatically ship confirm the related sales line.
Updating related sales lines at receipt	You can set the system to automatically update the location or lot to the related sales line when the system receives a purchase order. Also, you can set the system to automatically ship confirm the related sales line.

14.2.2 Securing Direct Ship Orders

To prevent users from shipping a direct ship order when the purchase side of the direct ship order has not been received, set the Receipt before Ship processing option in the Shipment Confirmation program (P4205) to either 1 to issue an error or 2 to issue a warning.

To prevent users from making changes to the sales order line or purchase order line on a direct ship order once the lines reach a particular status, set the Sales Order Detail Line Protection and Purchase Order Detail Line Protection processing options for Direct Ship Order Entry (P4243) to next status code values. This protects the subfile line once either the Sales Detail Record or Purchase Detail Record reaches or exceeds the specified status.

See Also:

- Section 66.4, "Shipment Confirmation (P4205)."

14.2.3 Using Templates for Direct Ship Orders

You can use templates for Direct Ship Orders as they function as templates do for Sales Orders. The system uses the Order Template Format Processing Option to initiate the Template functionality.

1. You set up templates for a Sold-To Address Book Number, a Ship-to Address Book Number, and a Supplier Address Book Number in Order Template Maintenance (P4015).
2. Set the Processing Option to 1 for Sold-to, 2 for Ship-to, or 3 for Supplier templates.
3. The template enters the default values in the following fields:
   - Item Number
   - Quantity
   - Unit of Measure

14.2.4 Copying a Direct Ship

The copy functionality in direct ship allows you to create a new order by copying from an existing direct ship order.

1. Select Direct Ship Order Entry (P4243) from the menu.
2. Locate a direct ship order.
3. Press F21.
4. Verify the data from all the fields on the original order and change the appropriate fields.
5. Accept the new order, which is based on the original order.

14.2.5 Overriding Addresses in Direct Ship Orders

You can toggle between address information for the Sold-To address, the Ship-To address, and the Supplier Address.

You can override addresses in direct ship orders by accessing the Order Address Information (P40ADDR) window.

14.2.5.1 Before You Begin

- Set up default address in Address Book (P01051).

1. Select Direct Ship Order Entry (P4243) from the menu.
2. Enter an order and exit the Direct Ship Order Entry window.
3. Access Direct Ship Order Entry and locate the order.
4. Press F17 to access the Order Address Information window.
5. Change the following fields:
   - Sold-to
   - Ship-to

- Supplier Address Book Number

  This overrides the previous Address Book Number.

- Use the override address created, when needed.

14.2.6 Processing Options

See Section 64.5, "Direct Ship Order Entry (P4243)."

14.3 Creating Direct Ship Orders in Batch Mode

You can create direct ship orders in batch mode using the Batch Order Create program (P40211Z). Set the processing options for the Batch Order Create program (P40211Z) and add appropriate data to the EDI or Z files. The supplier number (SYAN8V) is required for direct ship orders.

14.3.1 Processing Options

See Section 63.3, "Batch Edit - Creation (P40211Z)."

15

Work with Quote Orders

This chapter contains these topics:

- Section 15.1, "Overview,"
- Section 15.2, "Entering a Quote Order,"
- Section 15.3, "Creating a Sales Order from a Quote Order,"
- Section 15.4, "Releasing a Quote Order."

You use quote order entry when a customer requests pricing information but is not ready to commit to a sales order.

15.1 Overview

You enter quote orders to:

- Provide prices and availability on a large number of items
- Record the quantity and price quotes for future reference
- Hold the quote until the customer authorizes the order
- Collect information about the price and availability of items
- Honor an obligation for a quoted price for a period of time

When the customer confirms the order, you convert the quote order into an actual sales order.

15.1.1 Before You Begin

- Verify that you have specified how quote orders affect inventory availability in the processing options for quote orders

15.1.2 What You Should Know About

Topic	Description
Processing quote orders for configured items	To convert a sales quote to an order for a configured item, you must perform the sales quote and release in the Configuration Management system. See Converting Sales Quotes for Configured Items in the *JD Edwards World Configuration Management Guide*.

15.2 Entering a Quote Order

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Quote Orders

You enter a quote order when your customer requires a formal price quote prior to actually placing an order. You enter a quote order in the same way that you enter a sales order. You do not convert the quote order into a sales order until the customer confirms the order.

You can set up a version of the Print Invoice program to print an invoice for a quote order. Also, you can set a processing option that will print a message on the invoice to inform your customer that the invoice is a quote.

To enter a quote order

On Quote Orders

Complete the following fields:

- Branch/Plant
- Document Type
- Sold To or Ship To
- Quantity
- Item

15.2.1 What You Should Know About

Topic	Description
Entering aggregate quote orders	For the construction industry, you can use quote orders to initiate the scale ticket process. You must use the aggregate format of the detail information form. See Chapter 4, "Work with Detail Information."

See Also:

- Section 63.1, "Sales Order Entry (P4211),"
- Section 65.13, "Sales Order Invoices Print (P42565)."

15.3 Creating a Sales Order from a Quote Order

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

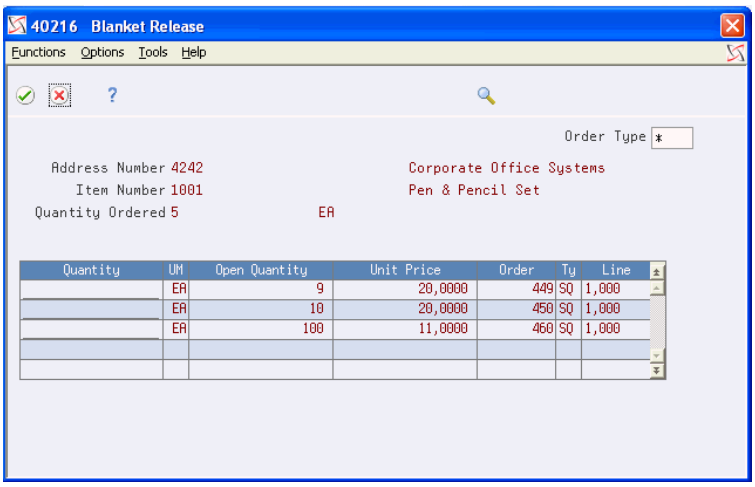
If there is an outstanding quote order for a customer, you can create a sales order from the quote order information that already resides in the system. The Blanket/Quote Order Release form automatically appears when you enter the customer's item information in the sales order entry form.

To create a sales order from a quote order

Enter Orders (Page Mode)

1. Complete the following fields:
   - Branch/Plant
   - Document Type
   - Sold To or Ship To
   - Requested
2. Access Sales Order Entry.
3. On Sales Order Entry, complete the following fields:
   - Quantity
   - Item
4. On Blanket Order Release, select the appropriate quote order.

Figure 15–1 Blanket Release screen



5. Review the following field and make necessary changes:
   - Quantity
6. Add additional line items to the sales order, if necessary.

15.3.1 What You Should Know About

Topic	Description
Creating a sales order from a quote order	You must set up a user defined code for quote orders in table 40/BT and set the blanket/quote processing option in Sales Order Entry - Detail program to process quote orders and releases.
Using corresponding units of measures	To create a sales order from a blanket order, you must use the unit of measure in the original blanket order. If the units of measure in the sales order does not match the unit of measure in the blanket order, the system does not initiate blanket order release.

15.4 Releasing a Quote Order

Navigation

From Sales Order Management (G42), choose Additional Order Processes

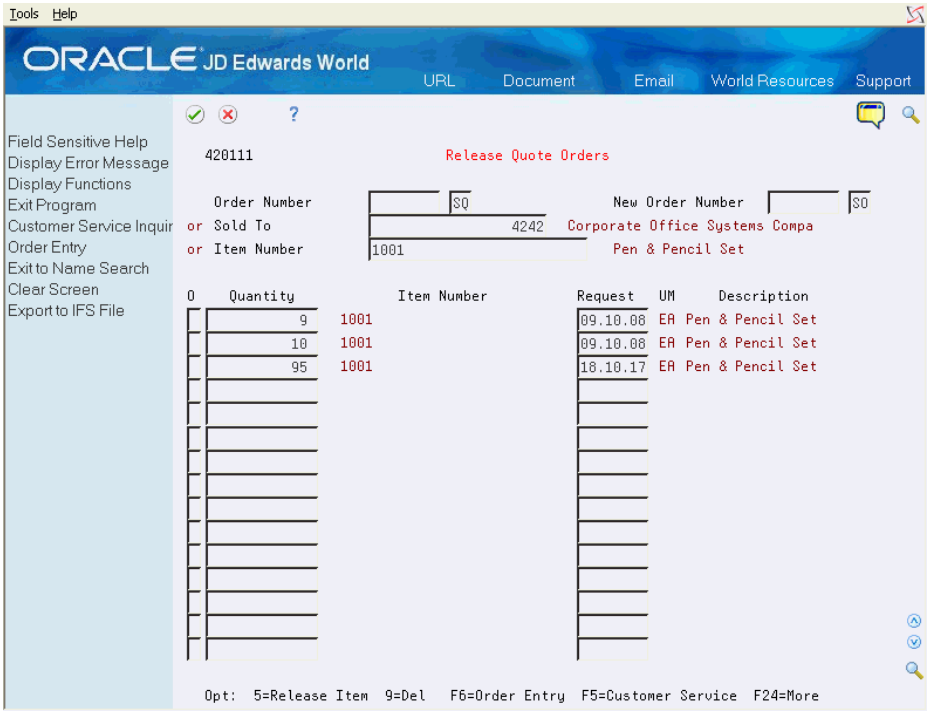
From Additional Order Processes (G4212), choose Release Quote Orders

You use the Release Quote Orders program to release any of the items on a quote order to create a sales order. If you release only part of the quantity or some of the items on the quote order, the system maintains the balance remaining on the original quote order. The next time that you display the quote order, you will see the adjusted quantity.

To release a quote order

On Release Quote Orders

Figure 15–2 Release Quote Orders screen



1. Complete one of the following fields:
   - Order Number
   - Sold To or Ship To
   - Item Number
2. To create a sales order, choose the quote order that you want to use.
3. To release items to a sales order, choose the applicable items.
4. To release a different quantity than the quantity that is listed, complete the following field:
   - Quantity

15.4.1 What You Should Know About

Topic	Description
Releasing quote orders during sales order entry	You can release quote orders during sales order entry if you set the blanket/quote processing option.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information

15.4.2 Processing Options

See Section 64.6, "Order Release (P420111)."

16

Work with Blanket Orders

This chapter contains these topics:

- Section 16.1, "Entering a Blanket Order,"
- Section 16.2, "Creating a Sales Order from a Blanket Order,"
- Section 16.3, "Releasing a Blanket Order."

You use a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. At agreed-upon times, you create sales orders for partial quantities of the blanket order.

You can enter a sales order directly to deduct the partial quantity from the blanket order, or you can release the blanket order. You can view the original quantity ordered on the blanket order, the associated released orders, and the remaining quantities.

You can set the commitment control processing option in sales order entry so that the system does not commit inventory when you create blanket orders. If you set this processing option, the system ignores the Inventory Commitment Preference.

Before You Begin

- Verify that you have set the processing option in the Sales Order Entry - Detail program to process blanket orders and releases

  See Also:

  - Locating On-Hand Quantity Information in the *JD Edwards World Inventory Management Guide* for information about committing inventory.

16.1 Entering a Blanket Order

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Blanket Orders

You use a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. You can enter the blanket order as one line with a requested date that reflects the last day of the agreement. At agreed-upon times, you create sales orders for partial quantities of the blanket order.

You can create a blanket order in the same way that you enter a sales order, except that the quantity that you enter represents the entire quantity to release during the blanket

order period. In the same way, the requested date that you enter represents the last date on which the blanket order is effective.

To enter a blanket order

On Blanket Orders

Complete the following fields:

- Branch/Plant
- Document Type
- Ship To
- Quantity
- Item

See Also:

- Section 63.1, "Sales Order Entry (P4211),"
- Section 64.6, "Order Release (P420111)."

16.2 Creating a Sales Order from a Blanket Order

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can create a sales order and have the system deduct a partial quantity from an existing blanket order and apply it to the sales order. The system maintains any remaining balance on the blanket order for future orders.

You can use this process if there are multiple orders for a customer. If there is a single blanket order, the system automatically processes the sales order that you enter against the outstanding blanket order.

You can create a blanket order in the same way that you enter a sales order, except that the quantity that you enter represents the entire quantity to release during the blanket order period. In the same way, the requested date that you enter represents the last date on which the blanket order is effective.

16.2.1 Before You Begin

- Verify that you have created a blanket order for the customer and the item

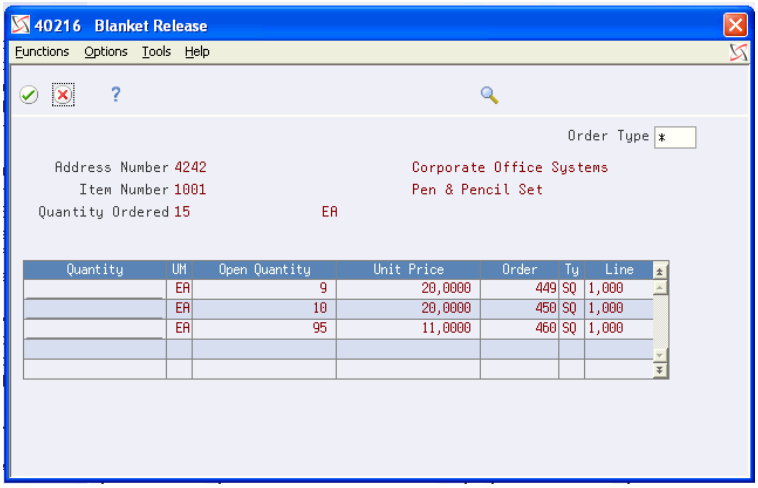
To create a sales order from a blanket order

On Enter Orders

1. Complete the following fields:
   - Branch/Plant
   - Order Number
   - Document Type
   - Sold To or Ship To
   - Requested
2. Access Sales Order Entry.
3. On Sales Order Entry, complete the following fields:

- Quantity
- Item

Figure 16–1 Blanket Release screen



4. On Blanket Release, review the following field and make necessary changes:
   - Quantity
5. Add additional line items to the sales order, if necessary.

16.2.2 What You Should Know About

Topic	Description
Creating a sales order from a blanket order	You must set up a user defined code for blanket orders in table 40/BT and set the blanket/quote processing option in Sales Order Entry - Detail program to process blanket orders and releases. If there is an outstanding blanket order for a customer, the Blanket Order Release form automatically appears when you enter the customer's address book number in the sales order entry form.
Using corresponding units of measures	To create a sales order from a blanket order, you must use the unit of measure in the original blanket order. If the units of measure in the sales order does not match the unit of measure in the blanket order, the system does not initiate blanket order release.
If order quantity exceeds blanket quantity	If your order quantity exceeds the quantity that is available on the blanket order, the system splits the sales order line and inputs the excess quantity on another line. If the blanket order price is different from the regular selling price, the system will price the two order lines accordingly.

Topic	Description
Kits and blanket orders	If an item on the blanket order is a kit you can select it like a non-kit item. However, you will not see the components on the kit selection window (V40216) since the component quantities may not be changed at this point.

16.3 Releasing a Blanket Order

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Release Blanket Orders

You can create sales orders at one time for all of your customers with blanket orders. You use the Release Blanket Orders program to manually deduct item quantity from a blanket order. The system creates a sales order for the quantity that you specify.

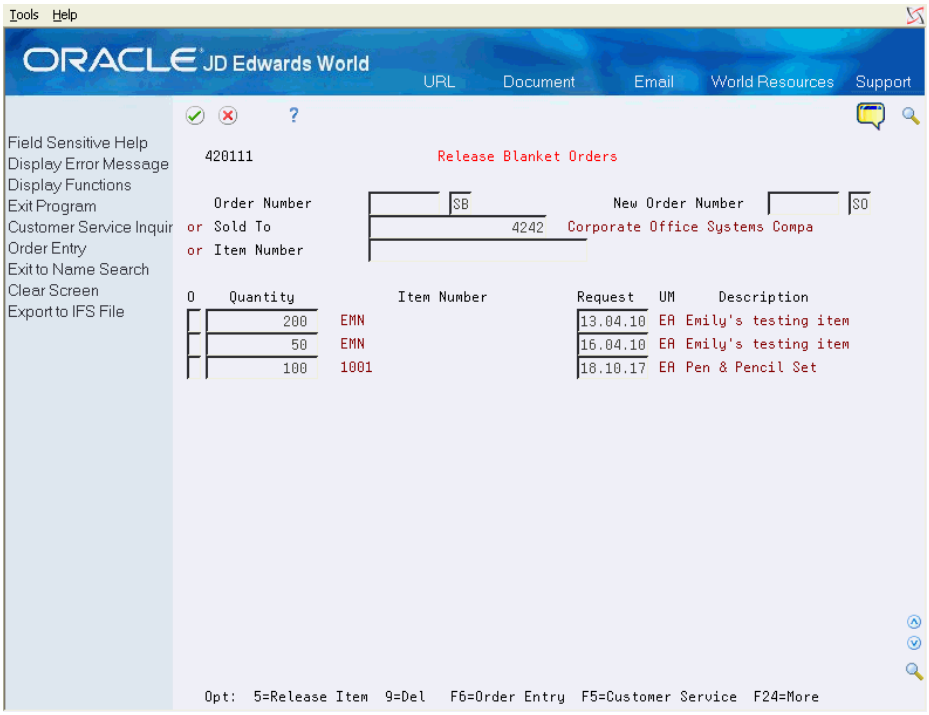
The Order Release program (P420111) calls the Sales Order Entry program (P4211) to create orders. Based on the version of the P4211, you designate processing options for P420111. You can control the following:

- Line Types and Status Codes
- Availability Checking
- Commitments and Sourcing
- Creation of Work Orders
- Preferences
- Additional Order Holds

To release a blanket order

On Release Blanket Orders

Figure 16–2 Release Blanket Orders screen



1. Complete one of the following fields:
   - Order Number
   - Sold To
   - Item Number
2. Choose the blanket order from which to obtain inventory.
3. To order less than the available amount, type the amount in the following field:
   - Quantity
4. To release the order on a specific date, complete the following field:
   - Requested
5. To release the item and create the sales order, choose the release option.

16.3.1 What You Should Know About

Topic	Description
Multiple blanket orders	If you have more than one blanket order for the same customer and item, all blanket orders appear in the Blanket Release form. The Quantity fields do not contain values. You must enter the quantity next to the appropriate blanket order.
Releasing blanket orders by related addresses	You can release a blanket order by the Ship To or the Sold To address.

Topic	Description
Kits and blanket orders	If an item that is released from the blanket order is a kit, you will not see the kit selection window since the component quantities may not be changed at this point. If the processing option is set to show the components of the kit, the quantities may be updated on the release program.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.
Credit Orders	The system restores customer returns to a blanket order after invoicing with a credit order from history, allowing the original blanket order to be released again.

See Also:

- Section 15.4, "Releasing a Quote Order" for a list of the processing options,
- Section 16.1, "Entering a Blanket Order."

17

Work with Interbranch Orders

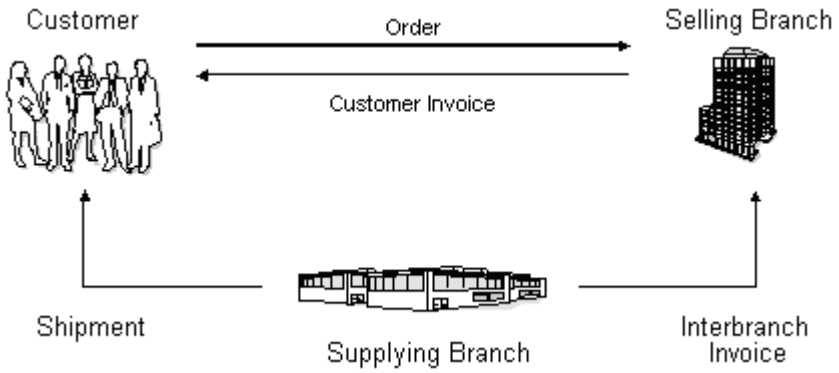
This chapter contains these topics:

- Section 17.1, "Overview,"
- Section 17.2, "Entering an Interbranch Order,"
- Section 17.3, "Changing Tax Information for an Interbranch Invoice,"
- Section 17.4, "Printing an Interbranch Invoice,"
- Section 17.5, "Updating Interbranch Sales Information,"
- Section 17.6, "Consignment Sales."

17.1 Overview

You can use an interbranch order to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if your company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

Figure 17–1 Interbranch Ordering and Supplying Process



The system processes interbranch sales orders in the same way as other sales orders with the following exceptions:

- During invoice processing, the system prints an invoice for the customer. You have the option to print an interbranch invoice for the selling branch/plant.
- During sales update, you can choose to have the system perform one of the following:
  - Create accounts payable and accounts receivable journal entries for the selling branch/plant and accounts receivable entries for the supplying branch/plant

- Create accounts receivable entries only for the selling branch/plant

You choose a pricing method for the supplying branch/plant to use for interbranch orders in the same way as other sales orders. For example, the supplying branch/plant can charge a transfer price or a cost markup to the selling branch/plant.

The transfer price can be any price that is set by the supplying branch/plant. The cost markup price is a specific price that you set up in the Branch Sales Markup table. This markup is applied to the inventory cost.

You specify the pricing method to use in a processing option in the Sales Order Entry program.

The system retrieves payment terms and payment instrument information for the selling branch/plant and the customer from the Customer Master table. You can override payment information for the customer and the branch/plant.

The system also retrieves exchange rate information from the currency code that is set up in Customer Master table for the supplying branch/plant to the selling branch/plant and the selling branch/plant to the customer. You can override the currency information for the customer, which is helpful if you process international sales orders in different currencies.

You can invoke taxes between the selling and shipping branch on an interbranch invoice by setting a Sales Order Entry processing option. Tax information pertinent to the interbranch invoice defaults from Customer Master information set up for the address number associated with the selling branch. You can view the Tax Explanation Code and Rate Area that applies to an order detail line in Interbranch Detail Information (P49211), which is accessible from Sales Order Entry by entering option 18. The Taxable (Y/N) value that displays in P49211 defaults from Item Branch Information (P41026) set up for the item at the selling branch. This value is always set to N unless the processing option is set to allow interbranch tax calculation.

17.1.1 Before You Begin

- Verify that you have set markup costs in the Branch Sales Markup table, if necessary
- Verify that you have set the transfer price update processing options in Sales Order Entry - Detail to use either the branch cost markup or transfer pricing method
- Verify that an order type is set up for interbranch sales orders in the user defined code table 00/DT

See Also:

- Section 55.1, "Setting Up Branch Sales Markups,"
- Working With User Defined Codes in the *JD Edwards World Technical Foundation Guide*.

17.2 Entering an Interbranch Order

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

You can use an interbranch order to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if your company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

The processing options specific to Interbranch Orders, appear under the heading Transfer Price Update on Enter Orders (Page Mode) P4211.

- Use the Order Types processing option to designate special document types for interbranch orders. Typically SI is used for this purpose. Although not required, it is advisable to use a special document type when entering an interbranch sales order. An order type must be entered in this processing option for the system to recognize the order as an interbranch order.
- Set the Transfer Pricing Method processing option. It can either be set to 1 for Branch cost markup which is the default or 2 for Transfer price. This setting determines the cost of the item, which is explained in the Cost and Price section below.
- Set the Allow Tax Calculation processing option to 1to turn on interbranch tax calculations. This setting ensures that you can create an invoice from the supplying branch to the selling branch.

To enter an interbranch order

On Enter Orders (Page Mode)

1. Complete the following fields for the selling branch/plant:
   - Branch/Plant
   - Document Type
   - Sold To or Ship To
2. Access Sales Order Entry.
3. On Sales Order Entry, complete the following fields to fill the order from one branch/plant:
   - Detail Branch/Plant (supplying)
   - Item
   - Quantity
4. Access the detail area.
5. To fill the order from more than one branch/plant, complete the following fields:
   - Branch/Plant (supplying)
   - Item
   - Quantity
6. Review the following fields and make any necessary changes:
   - Unit Price
   - Unit Cost

17.3 Changing Tax Information for an Interbranch Invoice

Navigation

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

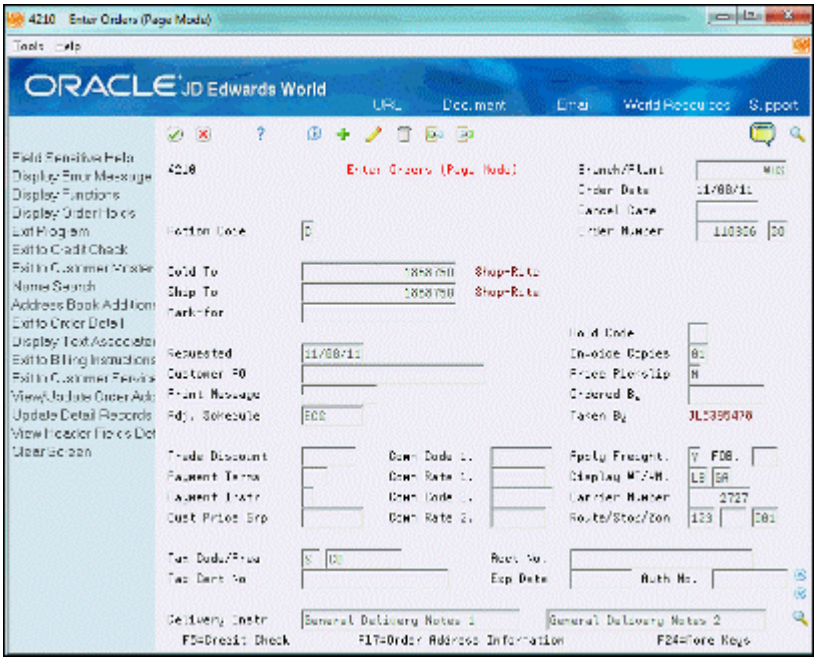
You can include tax information for an interbranch invoice by setting the Sales Order Entry (P4211) processing option to allow tax calculation on interbranch invoicing. After the creation of your order, you can change the Tax Code/Rate fields as well as the Taxable (Y/N) field from Interbranch Detail Information (P49211).

To change tax information for an interbranch invoice

On Enter Orders (Page Mode)

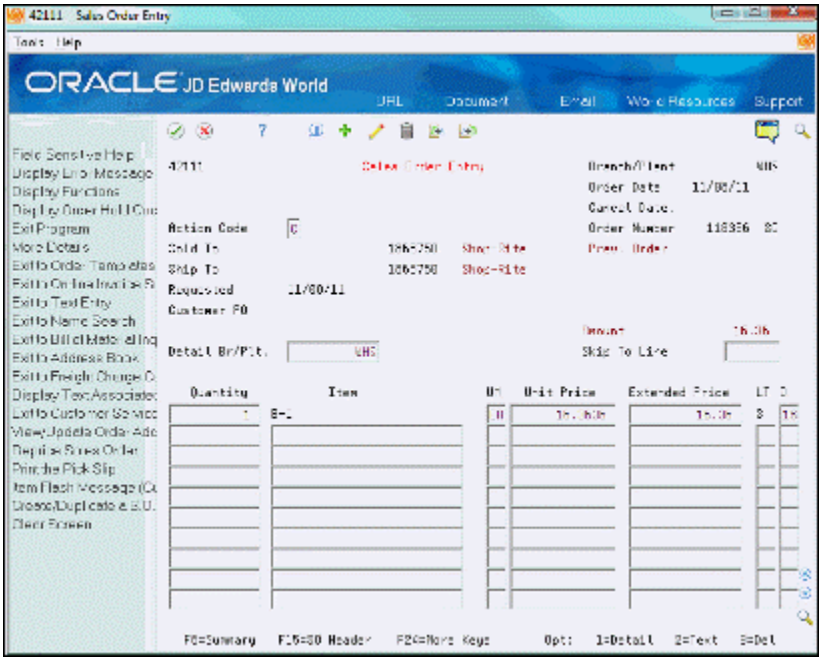
1. Inquire on your Order Number.

Figure 17–2 Enter Orders (Page Mode) screen



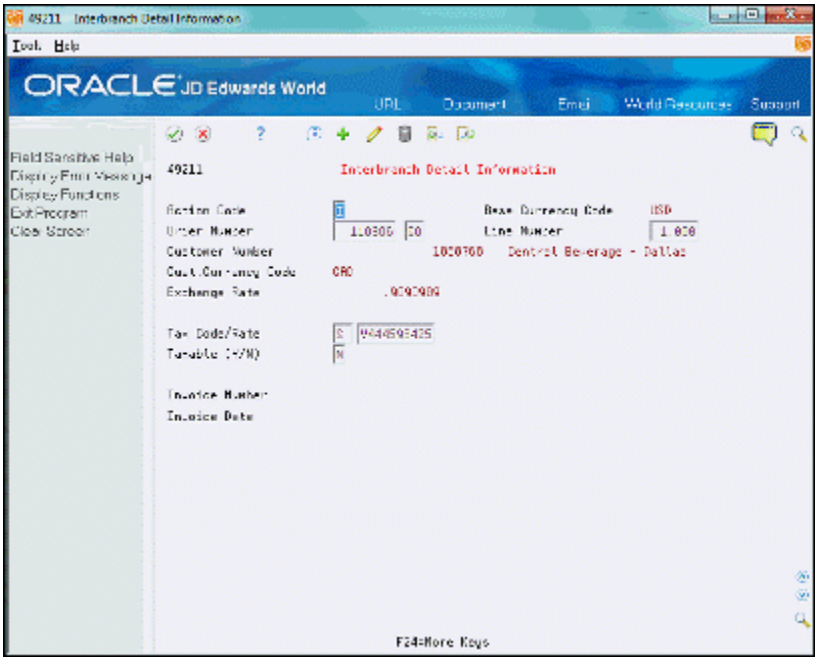
2. Press F12 to access Sales Order Entry (P4211), enter option 18, and press Enter.

Figure 17–3 Sales Order Entry screen



3. View Interbranch Detail Information (P49211).
4. Change the Tax Code/Rate and Taxable (Y/N) information if necessary.

Figure 17–4 Interbranch Detail Information screen



17.3.1 What You Should Know About

Topic	Description
Price and Cost	Price and cost information is retrieved differently for interbranch orders than for other sales orders in P4211. For an interbranch order, the price information is retrieved from the Base Price file (F4106) using the selling branch (header branch). The Transfer Pricing Method processing option determines the pricing method used to calculate the cost. ■ For Branch cost markup, the cost is retrieved from the Cost file (F4105) using the supplying branch (detail branch). A markup will be applied if it has been setup in the Branch Sales Markups program (P3403). This value becomes the Cost of Goods Sold amount to the selling branch. ■ For Transfer pricing, the program retrieves the price of the item from the Base Price file (F4106) of the supplying branch, and places that value in the unit cost field of the interbranch order. In other words, the selling branch will "buy" the goods from the supplying branch at the same price that would be charged to outside customers of the supplying branch.
Transfer Pricing Flag	The Inter Branch Sales field SO01 on the Sales Order Detail file (F4211) is also known as the Transfer Pricing Flag. It is updated with either 1,2,3 or 4 depending on the cost method used and whether an interbranch invoice is created as defined in processing option 63: 1 – Transfer pricing method - Cost markup Interbranch invoice - No 2 – Transfer pricing method - Cost markup Interbranch invoice - Yes 3 – Transfer pricing method - Transfer pricing Interbranch invoice - No 4 – Transfer pricing method - Transfer pricing Interbranch invoice - Yes
Updating price, cost, and exchange rate information	You can update the price, cost, and exchange rate for an item if it changes after you enter the interbranch sales order. Set the appropriate processing options in the Update Sales Price/Cost program before running the program to update the following information: ■ Price information for interbranch orders ■ Exchange rate for both the supplying and selling branch/plants

Topic	Description
Creating a separate DREAM Writer version for interbranch orders	You can create a separate DREAM Writer version of the Enter Orders (Page Mode) program for interbranch orders. You must specify the order type, order activity rule, and line type for interbranch orders in the version.
Interbranch sales orders for configured items	You can enter a configured item sales order to fill demand from a warehouse other than where the order was placed. Interbranch sales orders with transfer pricing are supported for configured items. However, pricing rules are not supported for interbranch sales.
Sales Order Detail Tag File (F49211)	This file is used to store the information needed to create an Interbranch Invoice. During Sales Order Entry, the program will write a record to this file if processing option 63 is set to allow interbranch invoicing. F49211 is also used in Cycle Billing.

17.4 Printing an Interbranch Invoice

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Invoice Processing

From Invoice Processing (G42113), choose Invoice Print

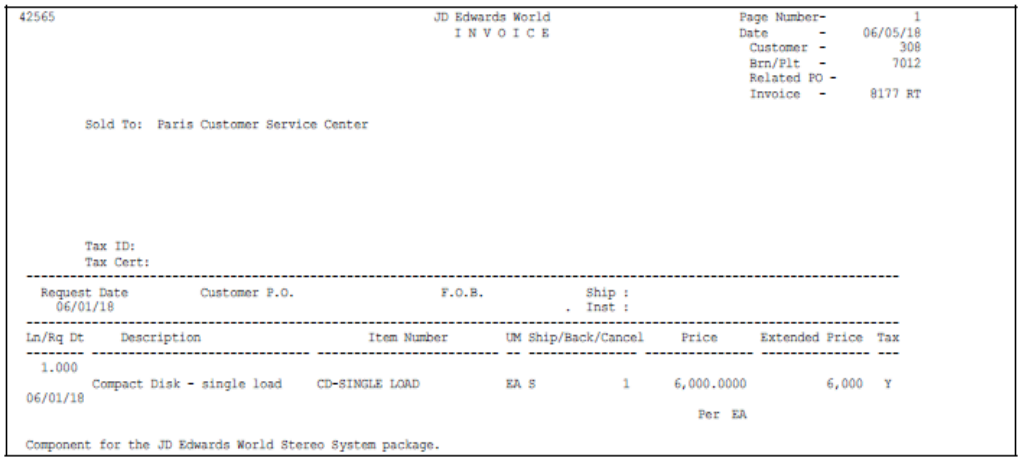
In addition to printing the customer invoice for the selling branch/plant, the system can also print an interbranch invoice for the supplying branch/plant. Set the Interbranch Invoicing processing option in the Enter Orders (Page Mode) program to enable the system to print interbranch invoices. The system applies taxes to the interbranch invoice created from the shipping branch to the selling branch. You can apply an invoice and G/L date to the interbranch invoice that differs from the invoice and G/L date on the customer invoice.

To print interbranch invoices, you must also set up a separate DREAM Writer version in the Print Invoices program. Set the appropriate processing option to print interbranch invoices.

> **Note:** JD Edwards World recommends that you copy the following demonstration versions to ensure that the system uses the correct data sequence to update records:

- "Sales Invoices - Interbranch - Batch" to print interbranch invoices by batch
- "Sales Invoices - Interbranch - History" to print interbranch invoices from history

Figure 17–5 Sample Invoice



```
42565                                    JD Edwards World                    Page Number-          1
                                           I N V O I C E                     Date      -     06/05/18
                                                                             Customer  -         308
                                                                             Brn/Plt   -        7012
                                                                             Related PO -
                                                                             Invoice   -     8177 RT

       Sold To:  Paris Customer Service Center




       Tax ID:
       Tax Cert:
-------------------------------------------------------------------------------------------------------
  Request Date          Customer P.O.                F.O.B.            Ship :
    06/01/18                                                        . Inst :
-------------------------------------------------------------------------------------------------------
Ln/Rq Dt     Description                  Item Number        UM Ship/Back/Cancel     Price      Extended Price  Tax
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  1.000
         Compact Disk - single load     CD-SINGLE LOAD      EA S           1      6,000.0000          6,000   Y
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Component for the JD Edwards World Stereo System package.
```

17.4.1 Before You Begin

- Verify that the processing option allows interbranch invoices is set in Sales Order Entry (P4211)
- Verify that the Print an Interbranch Invoice (P42565) processing option for printing interbranch invoices or customer invoices is set, depending on the type of invoice that you want to print

17.4.2 What You Should Know About

Topic	Description
Invoice document types	The Invoice Document Type (P42565) processing option designates what document type is created for the invoice. Typically, RI is used for the invoice on customer invoices, and RT is used for interbranch invoices. These are the default values if the option is left blank. When processing an interbranch invoice the invoice program writes the document type and document number to the Sales Order Detail Tag file (F49211) record originally created during sales order entry.
Viewing invoices online	You can view interbranch and customer invoices on the following forms: ■ Online Invoice ■ Sales Ledger Inquiry ■ Customer Service You must specify the order type in a processing option in each of the programs.

Topic	Description
Limitations of interbranch invoices	Understand the following limitations when using interbranch invoices: ■ You cannot print interbranch invoices from the Online Invoice program. ■ You cannot use the Invoice Cycle preference for the interbranch invoices. However, you can use this preference to set up invoice cycles for the customer's invoice. ■ You cannot print customer invoices during shipment confirmation. However, you can print interbranch invoices after shipment confirmation.

See Also:

- Chapter 31, "Process Invoices."

17.5 Updating Interbranch Sales Information

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Update Customer Sales

During the sales update process, you can run the Update Customer Sales program to create journal entries for interbranch sales.

If you set the A/R and A/P Batch Interbranch Sales processing option in the Sales Update program (P42800) to create accounts receivable and accounts payable entries for both the selling and the supplying branch/plants, the system creates the following types of batches:

17.5.1 Example: Accounts Receivable and Accounts Payable Entries

- Batch type I - Debits the COGS account, and credits the receivables accounts and inventory for the supplying branch/plant and selling branch/plant.
- Batch type V - Credits the payables accounts and debits the inventory for the selling branch/plant.

In this example: Price to customer = $100, Cost at supplying branch = $60, Cost + 20% markup to selling branch = $72.

AAI 4260 is used to write the interbranch revenue.

17.5.1.1 I Batch

Selling branch:

AAI	Account	Debit	Credit
RC	A/R Trade	$100	
4230	Revenue		$100
4220	Cost Of Goods Sold	$72	
4240	Inventory		$72

Supplying branch:

AAI	Account	Debit	Credit
RC	A/R Trade	$72	
4260	Interbranch Revenue		$72
4220	Cost Of Goods Sold	$60	
4240	Inventory		$60

17.5.1.2 V Batch

Selling branch:

AAI	Account	Debit	Credit
4240	Inventory	$72	
PC	A/P Trade		$72

17.5.2 Example: Accounts Receivable Entries

If the A/R and A/P Batch Interbranch Sales processing option in P42800 is set to create only the accounts receivable entries, the system creates the following types of batches:

- Batch type I - Credits the revenue accounts and inventory, and debits the COGS account of the selling branch/plant.
- Batch type ST - Credits the revenue account and inventory for the selling branch/plant, and debits the COGS accounts and inventory for the supplying branch/plant.

In this example: Price to customer = $100, Cost at supplying branch = $60, Cost + 20% markup to selling branch = $72.

17.5.2.1 I Batch

Selling branch:

AAI	Account	Debit	Credit
RC	A/R Trade	$100	
4230	Revenue		$100
4220	Cost Of Goods Sold	$72	
4240	Inventory		$72

17.5.2.2 ST Batch

Supplying branch:

AAI	Account	Debit	Credit
4220	Cost Of Goods Sold	$60	
4240	Inventory		$60

Interbranch/Selling:

AAI	Account	Debit	Credit
4240	Inventory	$72	

Interbranch/Supplying:

AAI	Account	Debit	Credit
4260	Interbranch Revenue		$72

General Ledger records (F0911) that have a batch type of ST for interbranch sales transfer are bypassed by the Item Ledger/Account Integrity report (P41543).

17.5.3 Before You Begin

- Verify that the interbranch sales processing options in Update Customer Sales are set to:
  - Recognize the order type used to identify interbranch orders
  - Create necessary types of accounting entries

17.5.4 What You Should Know About

Topic	Description
Document types	If you are creating a V batch, you need to have the interbranch invoice document type (RT) setup in UDC tables 00/DT and 00/DV. Failure to do this will result in error 2362 being generated by sales update.

See Also:

- Chapter 34, "Update Sales Information" for more information on running the Update Customer Sales program,
- Section 49.1, "Defining Branch/Plant Constants."

17.6 Consignment Sales

A consignment sale is a sale in which one person or company acts as an agent to sell the goods from another person or company. In JD Edwards World, this is accomplished through an Interbranch Sales Order.

As an example, think of a company that sells large trucks and earth moving equipment. In order to support their customers, the company will also sell replacement parts on behalf of other suppliers. These parts are therefore being sold on 'consignment' by the 'agent' on the behalf of the 'consignor'.

17.6.1 Set up and process for Consignment Sales

Using the terms defined above, you can set up a vendor to provide consignment sales as follows:

- Ensure that the consignor address book entry has a search type of V for vendor, and also set the Payables flag to Y.

- Set up supplier master and purchasing instructions for the consignor.
- Set up a separate company for consignment branches. This is so that the consignment goods are not kept on the books of your regular companies.
- Set up a consignment branch as a business unit in the new company. Enter the consignor address number as the Branch/Plant address number.
- All the items that are to be sold under consignment need to be set up in both the Branch/Plant from which your regular sales operate and also the consignment Branch/Plant.
- Set up price information on the items in the regular sales Branch/Plant but no quantities. The items in the consignment Branch/Plant should be set up with quantities and the cost of the item to the agent, which can be maintained in either the Cost file (F4105) or the Base Price file (F4106). This is the Branch/Plant from which the orders will be sourced, so all quantities will be maintained here.
- Set the Interbranch processing options behind Sales Order Entry (P4211) to trigger interbranch sales.
- On order entry set the agent Branch/Plant in the header of the order since it is the selling branch. Enter the consignment Branch/Plant in the detail of the order since it is the sourcing branch.
- After invoicing the customer, run Print Invoices (P42565) with the specific version that will create an interbranch invoice (XJDE0010).
- The final step is to set the Interbranch processing options on Sales Update (P42800) to ensure the correct journal entries are made. Sales update will produce two batches:
  - Type I for invoices, with invoice numbers for both the customer and the consignor.
  - Type V for the voucher which is the payable by which the agent pays the consignor.

18

Work with Service and Warranty Management

This chapter contains these topics:

- Section 18.1, "Defining Service and Warranty Contracts,"
- Section 18.2, "Assigning Warranty Contracts to Sales Order Lines,"
- Section 18.3, "Assign Warranty Pricing to Sales Order Lines,"
- Section 18.4, "Creating Install Base Records,"
- Section 18.5, "Processing Return Orders."

You can use Service and Warranty Management to execute warranty agreements in regard to return materials from your customers. You can set up return orders to include authorizations for repairs, loaner items, replacements and refunds. For repair authorizations, you can have the system initiate work order processing in the Manufacturing system. If the repairs warrant payment from the customer, you can use the Service Billing system to generate customer service invoices.

The Service and Warranty functionality spans the following system applications:

- Inventory Management
- Sales Order Management
- Manufacturing Management
- Service Billing

The Inventory and Sales applications are required, however the Manufacturing and Service Billing applications are optional depending on whether you want to issue work orders for repairs. You must be licensed to the systems you intend to use.

The service and warranty functionality is based on the premise that you assign unique identifiers (serial numbers) to your items. You use the Lot Process Type field or the Serial Number Required field in the Item Master (P4101) to initiate serial number processing for an item.

18.1 Defining Service and Warranty Contracts

Navigation

From Service Warranty Management(G42400), choose Enter Warranty Header

You define warranty contracts to outline the agreements you have with your customers in regard to the return of items. The contracts you set up primarily consist of descriptive information about the warranty, dates that apply to the warranty, and the customers and items to which each warranty applies. You can set up the warranty

contracts so that they are either included in the sale of items or so that they have to be purchased separately.

Each contract is uniquely identified by a warranty number, warranty type, and warranty line number. For each contract, you must set up a header record with the warranty number and type, after which you add corresponding detail records, each with a unique warranty line number. Information you enter on the header record primarily serves as default information for the detail records.

The item numbers, customer numbers, item groups and customer groups you assign to warranty contracts are optional, and primarily serve to assist in the batch assignment of warranty contracts to sales detail lines and to allow for the filtering of contracts for interactive assignment.

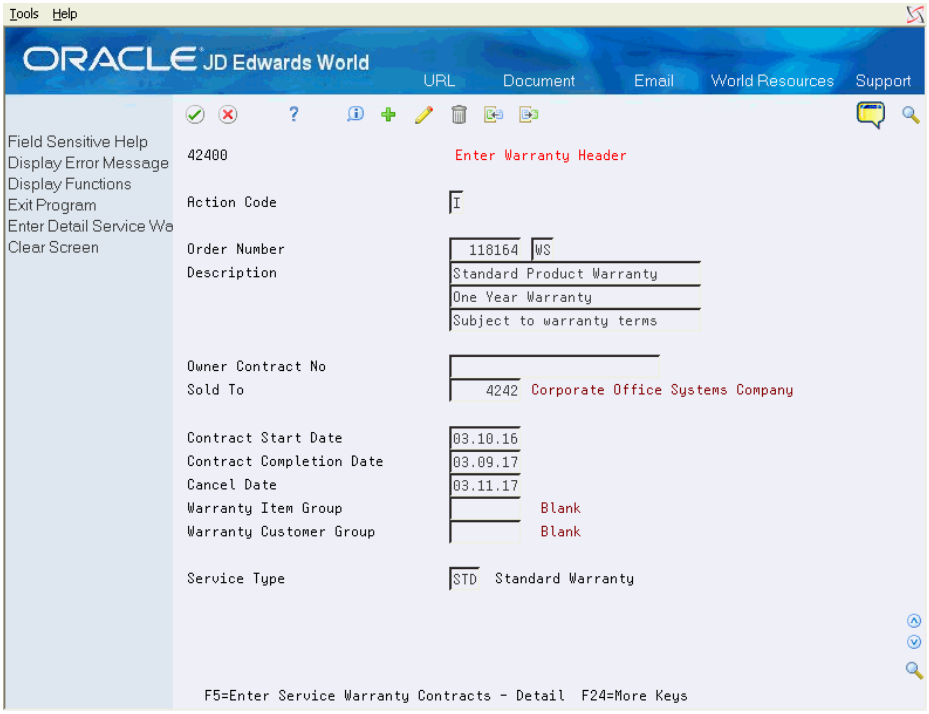
The system maintains warranty contract information in the following files

- F42401 - Service Warranty Header file
- F42402 - Service Warranty Detail file

To define Service and Warranty Contracts

On Enter Warranty Header

Figure 18–1 Enter Warranty Header screen



1. Complete the following fields:
   - Order Number
   - Order Type
   - Description
   - Contract Start Date
   - Contract Completion Date

You can specify a default Order Type in processing option 1 for P42400. The standard warranty order type is WS.

You can leave the order number and dates fields blank. If you leave the Order Number blank, the number defaults from 1) Next Numbers by Company (P00021) for company 00000 and the warranty document type, or 2) the next number available in the Warranty Header File (F42401).

If you leave the dates blank, the Contract Start Date defaults to the current date and the Contract Completion Date defaults to the last day of the century as defined in the default value for data item #CYR.

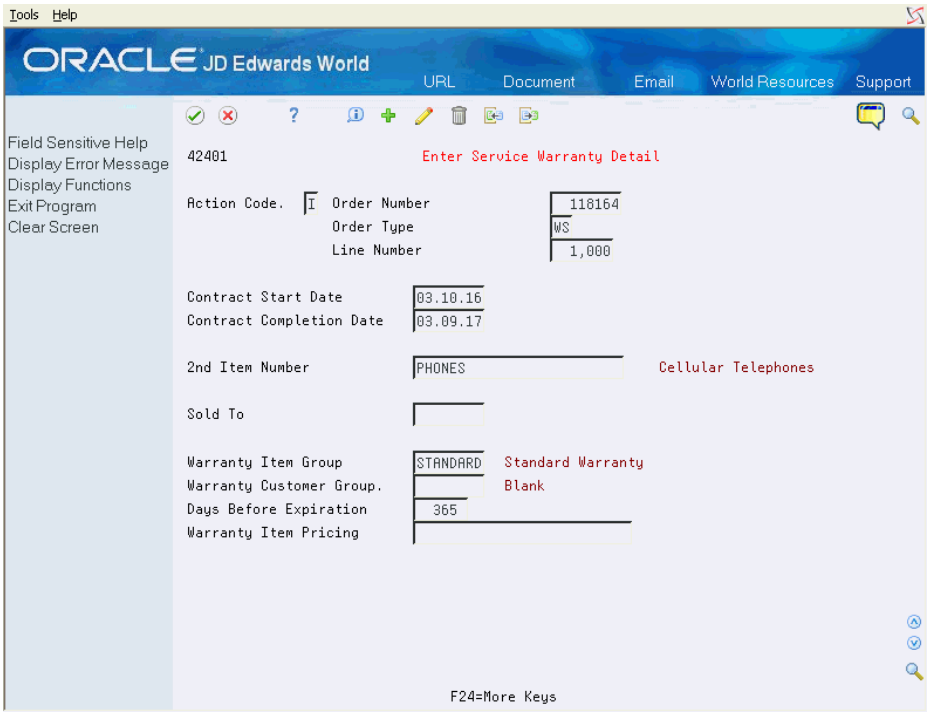
2. Complete the following optional fields:
   - Owner Contract No.
   - Sold To
   - Cancel Date
   - Warranty Item Group
   - Warranty Customer Group
   - Service Type

   The values for Sold To, Item Group and Customer Group serve as defaults for the detail records. The Owner Contract Number and Cancel Date are memo fields only. The Service Type is used in conjunction with Service Billing.
3. Press Enter to accept the header record, and then re-inquire on the order number.
4. Press F5 to access Enter Service Warranty Detail.

Note: The system automatically assigns a unique Line Number to the detail record. The Order Number and Order Type default from the contract header. Other field values that default from the header are the contract dates, the sold-to address and the item and customer groups, all of which can be overridden at the detail level.

On Enter Service Warranty Detail

Figure 18–2 Enter Service Warranty Detail screen



5. Complete the following optional detail fields, as necessary:
   - 2nd Item Number
   - Days Before Expiration
   - Warranty Item Pricing

You can enter a 2nd Item Number to further identify the items to which this particular contract will apply.

When you assign a warranty to a sales order line, the value in the Days Before Expiration field is added to the current date to determine the warranty expiration date for the sale. If you leave this field blank, the system uses the Contract Completion Date as the warranty expiration date for each sale.

The warranty item pricing field allows you to specify a non-stock item number that the system will use on a separate line on the sales order to represent the sale of the warranty. You can attach a price to the non-stock item in the Item Master (P4101), so the price of the warranty defaults to the new line as well.

18.2 Assigning Warranty Contracts to Sales Order Lines

After you set up warranty contracts, you can begin attaching them to your sales order detail lines. You use the Batch Assign Service Warranty program (P42404) to assign contracts in batch mode or you can interactively assign contracts using the Assign Service Warranty window (P42404W), which is accessible from Sales Order Entry (P4211) and Confirm Shipments (P4205).

Once a warranty contract is assigned to an order line, the system populates the Warranty Number (SDWORN), Warranty Type (SDWCTO), Warranty Line Number (SDWGNO), and Warranty Expiration Date (SDWCEJ) in the Sales Order Detail file (F4211). You can see the values for a particular detail line in the Assigned Warranty

window (P42406W) which displays in place of the Assign Service Warranty window (P42404W) after a warranty is assigned to a detail line.

To assign warranty contracts to sales detail lines, complete the following tasks:

- Assign Warranty Contracts in Batch Mode
- Assign Warranty Contracts Interactively

18.2.1 Assign Warranty Contracts in Batch Mode

The Batch Assign Service Warranty program (P42404) assigns contracts to detail lines based on the hierarchy you set up for preference type 50. For example, you can set up the hierarchy so the batch program looks for contracts by item number and customer number. When you run the batch program over a sales order, it will attempt to match a contract to each sales detail line based on the customer on the sales order and the items the customer is buying.

You usually set up the batch program to assign warranties to sales detail lines at a particular next status code. You can set up a separate step in the Order Activity Rules (P40204) specific to warranty assignment. The batch program will automatically advance the status codes on a sales detail line after assigning a warranty unless you set processing option 3 behind Batch Assign Service Warranty (P42404) to prevent the update.

There are two ways to execute the Batch Assign Service Warranty program (P42404):

- From Option 7 of the Service Warranty Management Menu (G42400)
- By setting the processing options of the Sales Order Detail screen (P4211)

Processing Options for Service Warranty through Sales Order Detail

When you use the processing options of the sales order Detail screen (P4211), the system submits the batch job, only when you exit the Sales Order Detail (P4211). How you set your processing options for this screen determines when the system processes your batch.

- If you set processing option 17 set to display headings first, then the system executes the batch job each time you enter a sales order, because the system automatically exits Sales Order Detail (P4211) and returns to the Sales Order Header screen (P4210) after every order.
- If you set processing option 17 to blank, so that you skip the display of the heading screen, then the system only submits the batch job when you F3 out of the program to return to the menu. You could enter 1000 orders but stay in the form all day and the batch job will not execute until you F3 out of the program.
- If you set Processing option 84 to 1, when you exit the sales order, the system automatically assigns the service warranties to the sales order lines based on the option set in processing option 85.
- The Batch Assign Service Warranty (P42404) selects sales orders to process based solely on the data selection in the DREAM Writer version specified in processing option 85 of the Sales Order Detail (P4211).

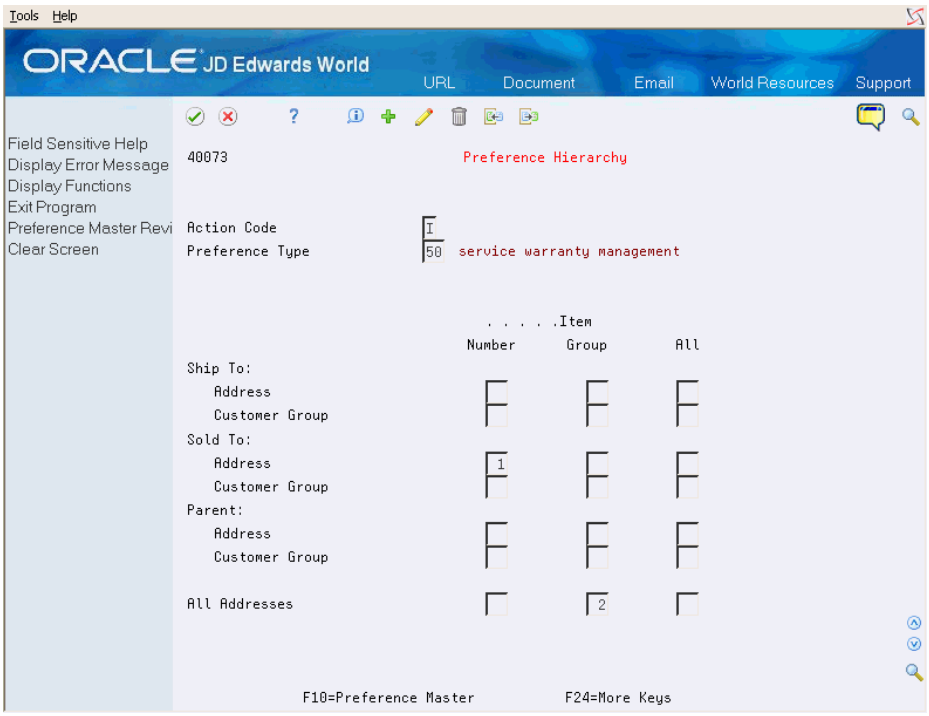
Define Preference Hierarchy

Navigation

From Service Warranty Management (G42400), choose Preference Hierarchy

On Preference Hierarchy (P40073)

Figure 18–3 Preference Hierarchy screen



1. Choose the combinations of values, in numerical order, for which you want the batch program to match warranty contracts to sales order detail lines.

   Based on the example in the video above, the system will first look at the customer address number and item number on the sales order detail line, and then try to find a warranty contract to which the same customer number and item number are assigned. Note the 1 in the intersection for the Sold To Address row and the Item Number column.

   If the program can't find a warranty contract that matches, it will go on to look for a warranty that is assigned the same item group as the item on the line (thus, 2 in the intersection for All Addresses and Item Group). The batch program will only look for matches based on the hierarchy you set up in the table shown above in the order you've specified. Once the program finds a matching warranty for a detail line, it looks no further.

   You maintain the Warranty Item Group (WARR) for an item on Item Branch Information (P41026). For a customer, you maintain the Warranty Customer Group (CWAR) on Customer Billing Instructions (P4206). The Warranty Tag file (F42403) holds the Warranty Customer Group for each address number.

2. From Service Warranty Management (G42400), choose Batch Assign Service Warranty (Option 7), and run a DREAM Writer version of P42404 with the processing options and data selections you have specified.

18.2.2 Assign Warranty Contracts Interactively

You can assign contracts to sales order detail lines interactively using the Assign Service Warranty window (P42404W). You access the window through Sales Order Entry (P4211) using option 16, or from Confirm Shipments (P4205) using option exit 3.

The window allows you to filter contracts based on item number or group and customer number or group, and then select a contract to assign to an order line.

Once a contract is assigned to a detail line, the Assigned Warranty window (P42406W) displays in place of the Assign Service Warranty window (P42404W). From the Assigned Warranty window, you can view the assigned warranty information. You can also remove or change the assigned contract.

When you assign warranty information interactively, the status codes on the sales detail lines are not updated.

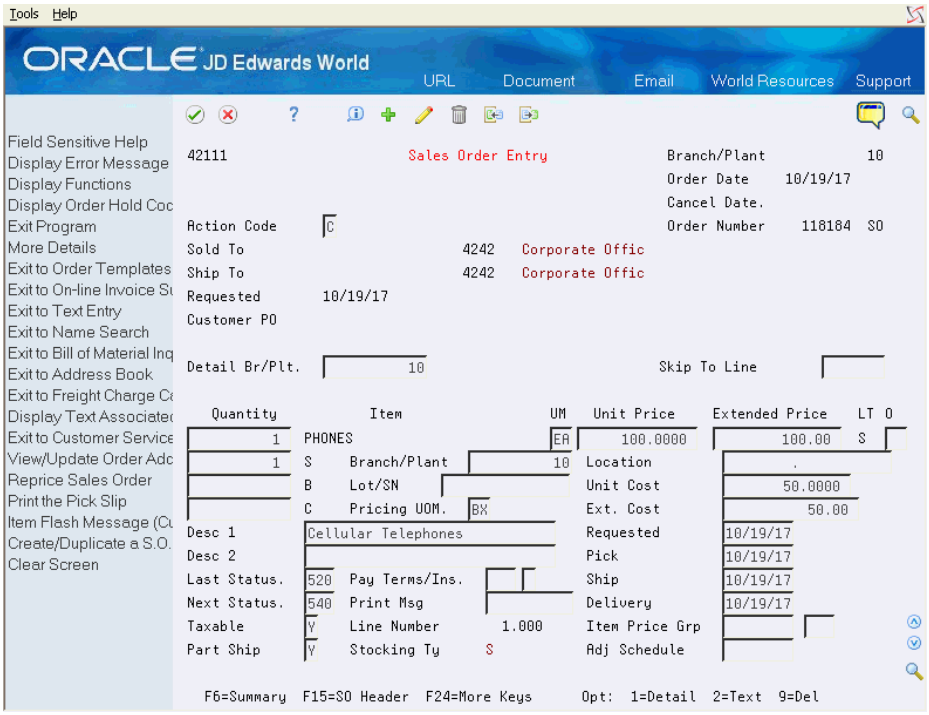
To assign Warranty Contracts interactively

Navigation

From Sales Order Processing (G4211), choose Enter Orders - Page Mode

On Sales Order Entry (P42111)

Figure 18–4 Sales Order Entry screen

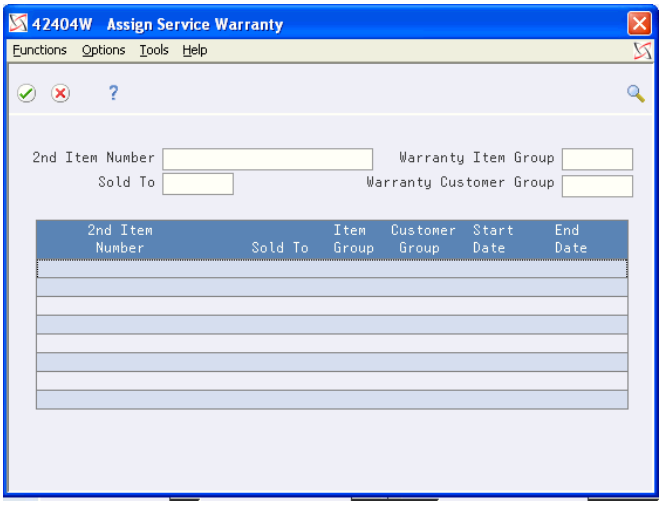


1. Inquire on a sales order for which you want to assign a warranty contract to a detail line, and enter 16 in the Option field to access Assign Service Warranty.

   The Sold-To address from the sales order automatically defaults as a filter value to the Assign Service Warranty window.

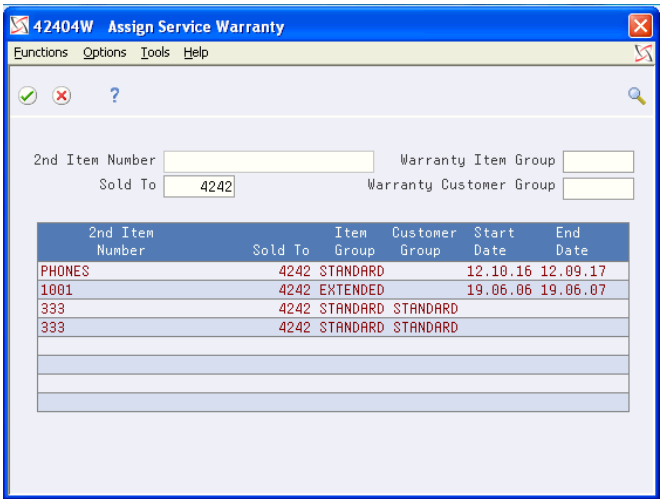
   On Assign Service Warranty (P42404W)

Figure 18–5 Assign Service Warranty screen



2. Complete any of the following fields and press Enter to display warranty contracts to which the same values are assigned.
   - 2nd Item Number
   - Sold To
   - Warranty Item Group
   - Warranty Customer Group

Figure 18–6 Assign Service Warranty screen



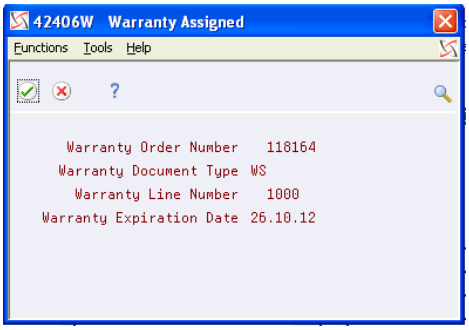
3. Select a warranty to assign to the sales detail line.

   If the current date does not fall within the effective dates of the contract, the system will generate warning message 423E - warranty not in effect.

4. In Sales Order Entry, enter option 16 next to the sales order line again, and the Warranty Assigned window displays.

   On Warranty Assigned (P42406W)

Figure 18–7 Warranty Assigned screen



5. Review the assigned warranty information.

   The Warranty Expiration Date is calculated by adding the Days Before Expiration value in the warranty contract detail (P42401) to the current date. If the Days Before Expiration field is blank, the contract expiration date is used.

   At this point you can use a function key to:

   - Remove the warranty (F8)
   - Assign a new warranty or warranty price (F5)
   - Exit to the Warranty Contract Detail (F6)

18.3 Assign Warranty Pricing to Sales Order Lines

You can optionally select to charge customers for a warranty as in the case of an extended warranty. When you assign a warranty price to a sales detail line, the system adds a new non-stock line to the sales order with the purchase price of the warranty. The new line is treated as a separate line item on the sales order.

To assign pricing for a warranty, you must have set up the contract detail (P42401) with a non-stock item in the Warranty Item Pricing field. When you select to assign a price to a sales detail line, the system adds a new line to the sales order containing:

- The non-stock item in the item number field
- The price for the item as set up in Base Price Revisions (P4106)
- The line type assigned to the item in Item Master Information (P4101)

If you've set up a warranty contract for purchase, you must assign the price to the sales order line interactively using the Assign Service Warranty window. You can assign the price at the same time you assign the warranty contract, or you can assign the price after you assign the contract.

The only association between the original line item on the sales order and the new line item added for the warranty price is the line number. For example, if the original sales order line was 1.000 the warranty pricing line is number 1.010.

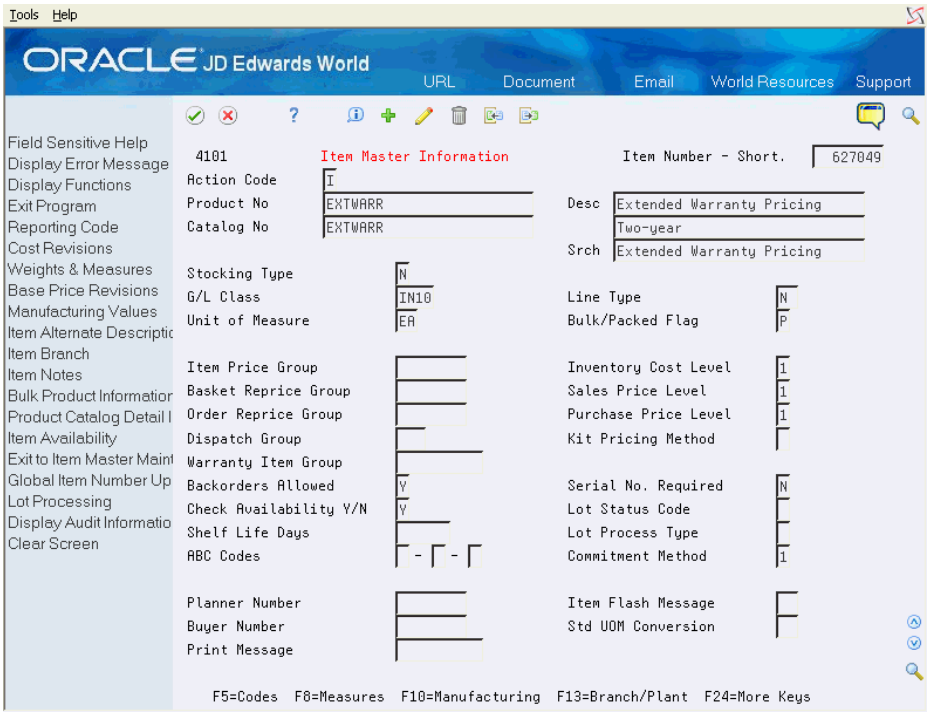
To assign a warranty price to a sales order line

Navigation

From Warranty Management (G42400), choose Item Master Information

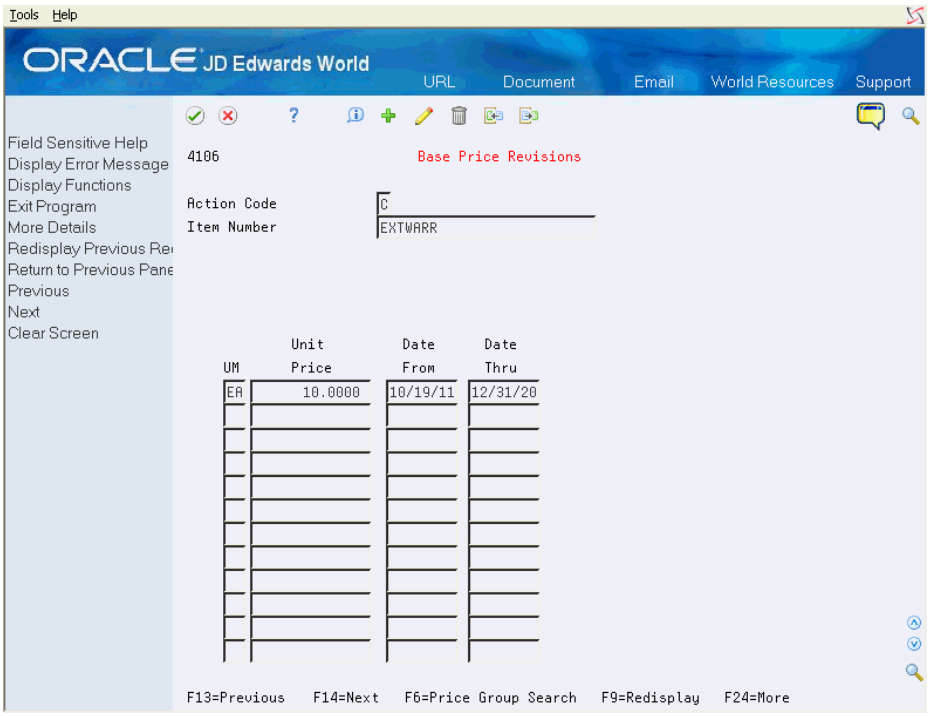
On Item Master Information (P4101)

Figure 18–8 Item Master Information screen



1. Create a new non-stock item.
2. Press F9 to access Base Price Revisions

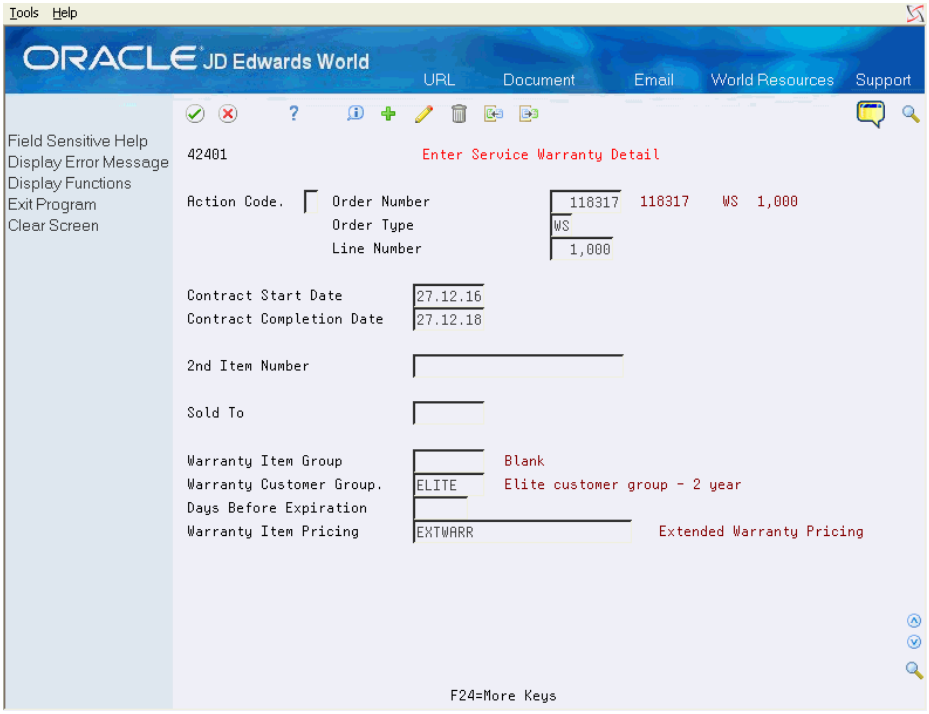
Figure 18–9 Base Price Revisions screen



3. Enter a price for the warranty

4. Press F3 twice to return to the Service Warranty Management menu (G42400) and choose Enter Warranty Detail (Option 3).

Figure 18–10 Enter Service Warranty Detail screen

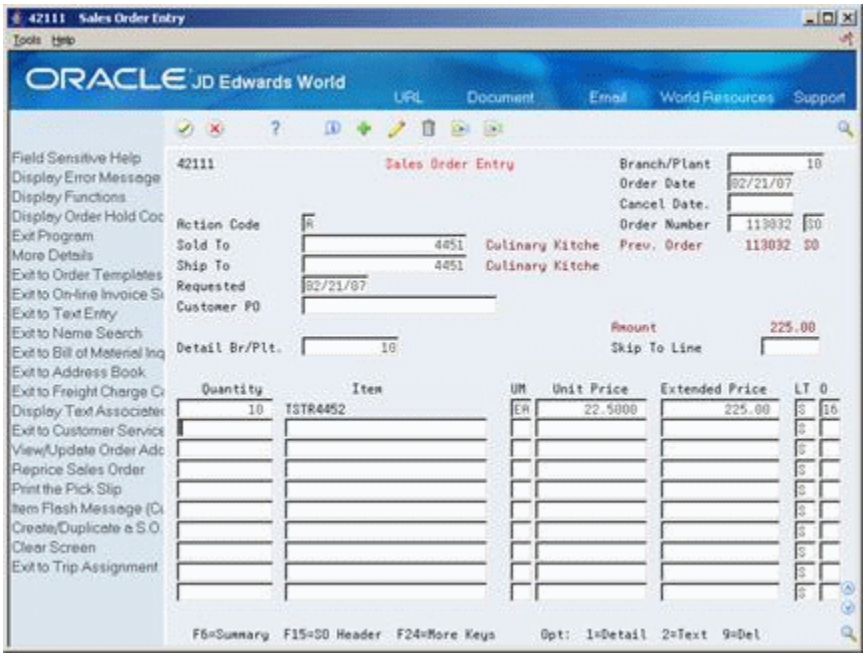


5. Inquire on the warranty contract for which you want to assign a price. Type the non-stock item number in the Warranty Item Pricing field. Type C in the Action Code and press Enter to change.

6. Press F3 to exit the video and go to menu G4211. Choose Enter Orders - Page Mode (Option 2).

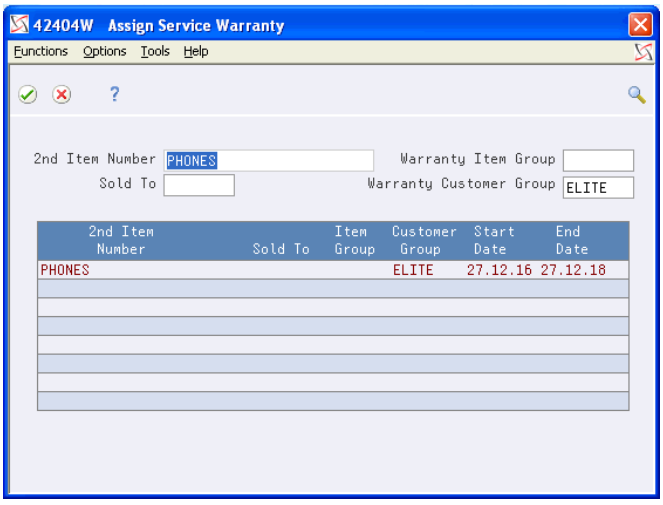
7. On Sales Order Entry (P4211), inquire on the sales order detail line for which you want to add a warranty price.

Figure 18–11 Sales Order Entry screen



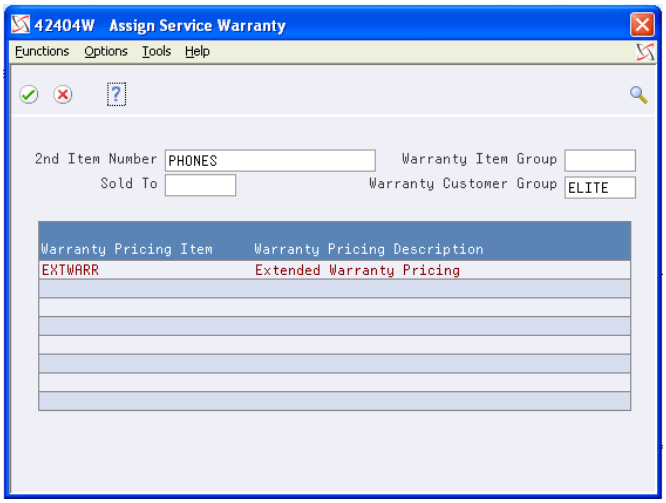
8. Enter 16 in the Option field to access Assign Service Warranty.

Figure 18–12 Assign Service Warranty screen



9. Locate the contract for which you entered item pricing. Press F15 or 'Toggle Warranty Info / Warranty Pricing' from the Functions menu to toggle to the Warranty Pricing format.

Figure 18–13 Assign Service Warranty (Warranty Pricing Format) screen

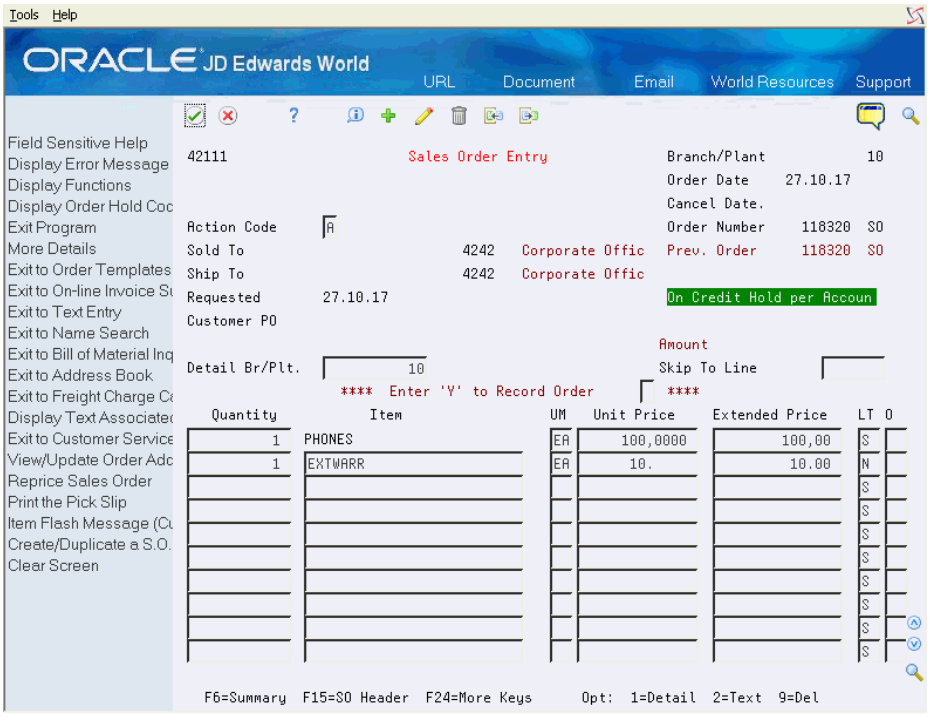


If a price is attached to a contract it will display on the pricing format. You can assign a price for a warranty while displaying either of the two screen formats.

10. You can assign the contract and price simultaneously to the order line by highlighting the row and choosing 'Select Service Warranty and Pricing' from the Options menu. You may assign the warranty contract separately using the option 'Select Service Warranty for assignment'. Once a warranty has been assigned you can then assign the warranty pricing in a separate step using option ' Select Warranty Pricing'

The program returns you to Sales Order Entry, where you can see a new line has been added to the order.

Figure 18–14 Sales Order Entry screen



11. Press Enter to accept the new line on the order.

18.4 Creating Install Base Records

After you assign invoice numbers to sales order lines, but prior to processing the lines through Sales Update (P42800), you must capture the warranty information relevant to each sale. This entails running the Write Install Base Records (P42403) batch program.

When you create install base records, the system populates the Service Warranty Install Base file (F42400) with one record for each sales order line. The file contains the same fields that exist in the Sales Order Detail file (F4211), as well as several other fields that are utilized if and when the creation of a return order is warranted.

You determine the sales detail lines for which to write install base records based on next status codes. For example, if the next status code for an order line is 580 immediately after the invoice is printed via the Invoice Print program (P42565), you can set processing option 1 for the P42403 to select order lines at a 580 next status.

You can set up Order Activity Rules (P40204) with an extra step to acknowledge that install base records have been created. For example, you might set up a step that immediately follows invoice print, with last status 590 and next status 600. The batch program will automatically advance the existing status codes on sales detail lines after writing install base records, unless you set processing option 3 behind P42403 to prevent the update of status codes.

Once you create install base records, you can verify they exist in the Maintain Install Base program (P42405), which you access via option exit 2 from the Service Warranty Workbench (option 14 on the Service Warranty Management menu).

After an install base record is created for a sales order line, the batch program sets the Warranty Action Flag (SDWFLG) to W in the Sales Order Detail file (F4211).

To create install base records

Navigation

From Service Warranty Management (G42400), choose Write Install Base Records

Run a DREAM Writer version of P42403 with the processing options and data selections you have specified.

18.5 Processing Return Orders

The Service Warranty Workbench (P42402) provides you all the tools you need to initiate the return process, including access to the original sales order, maintenance of the warranty information (install base record), and access to Sales Order Entry (P4211), which you use to create the return orders.

You begin the process by locating the install base record for a particular sale. You can search the workbench by invoice number, item number, serial number, customer number, and so on. After you locate the record, you must add return address information to it. This can be the original customer's information or new information (usually based on a third party resale). You can add new address information to an install base record at any time, but you must create an official Address Book record before you can proceed to create a return order.

You use option exits in conjunction with the install base record to create a return order. The option exits you use indicate the types of lines the system adds to the return order.

At the very least, you must add a single credit line to reflect the return of the original item. Afterwards you can use other option exits to add:

- a repair line
- a non warranty repair line (to charge for repairs)
- a line for a replacement item
- a line to loan out an item and another for the return of the loaned item
- a line to refund the original price of the item

You can also choose to have the system add lines simultaneously. There are option exits in the workbench that allow you to add combinations of particular line items, including:

- a return line and a repair line
- a return line, repair line, loaner line and loaner return line
- a return line and a replacement line

You use processing options for the workbench (P42402) to specify the document type for return orders, as well as the line type applicable to each line you intend to process. For example, a W line type is typically used for repair lines (to invoke the work order process in Shop Floor Management). Since a refund line is intended to reimburse the amount of the original item, you would use a line type that does not interface to the Inventory system.

You might decide to create new line types for the return order process. If so, you will need to map out the process for each particular line type ahead of time, and then set up Order Line Types (P40205) and Order Activity Rules (P40204) accordingly. For example, you may not want to invoice return lines since they exclude the price and cost of the original item; therefore, you may want to set up activity rules to move return lines to a 999 status after shipment confirmation (P4205).

Depending on the lines you add to a return order, the system will automatically enter certain information. For example, a return line is always generated with a negative quantity and a repair line with a positive quantity. Do not set the Reverse Sign flag in Order Line Types (P40204) to Yes for any line type. Also, the serial number of the original item will always default to a return line and a repair line, but not to a replacement or loaner line. A price and cost will default to the replacement and loaner lines, but not to a return or repair line.

You can set up a specific branch for returns processing to keep your return items separated from your regular stock items. Processing options for the workbench allow you to designate a specific branch for each type of line. For example, you might set up a special return branch to accommodate credit and repair lines, yet have loaner and replacement items come directly out of a stock branch. The header branch on the return order is always the branch for the original sale.

18.5.1 Service Warranty Workbench

Following is a list of the available option exits from Service Warranty Workbench. If the option exit creates a line item on the return order, a positive or negative item quantity is indicated.

Option	Description
Option 1	View original sales order

Option	Description
Option 2	Access Install Base Record
Option 3	Create an order with a single return line (-). Also use to view existing returns
Option 4	Add single repair line to existing order (+)
Option 5	Add non warranty repair line to existing order (+)
Option 6	Add single line item for replacement (+)
Option 7	Add two lines: one to loan out an item (+) and another for the return of the item (-)
Option 9	Add single line item for refund amount only (no item number)
Option 11	Add line for return (-) and line for and repair (+).
Option 12	Add line for return (-), repair (+), loan out (-) and loan return (+)
Option 13	Add line for return (-) and line for replacement (+).
Option 20	Confirm shipment of items.

Note: If you choose to create work orders in the Shop Floor system for repair lines, you need to set up a specific document type for the work orders. You also want to process the work orders such that they are not completed. Completing the work orders will cause items to be returned to inventory twice, once via the return line and twice via the work order completion.

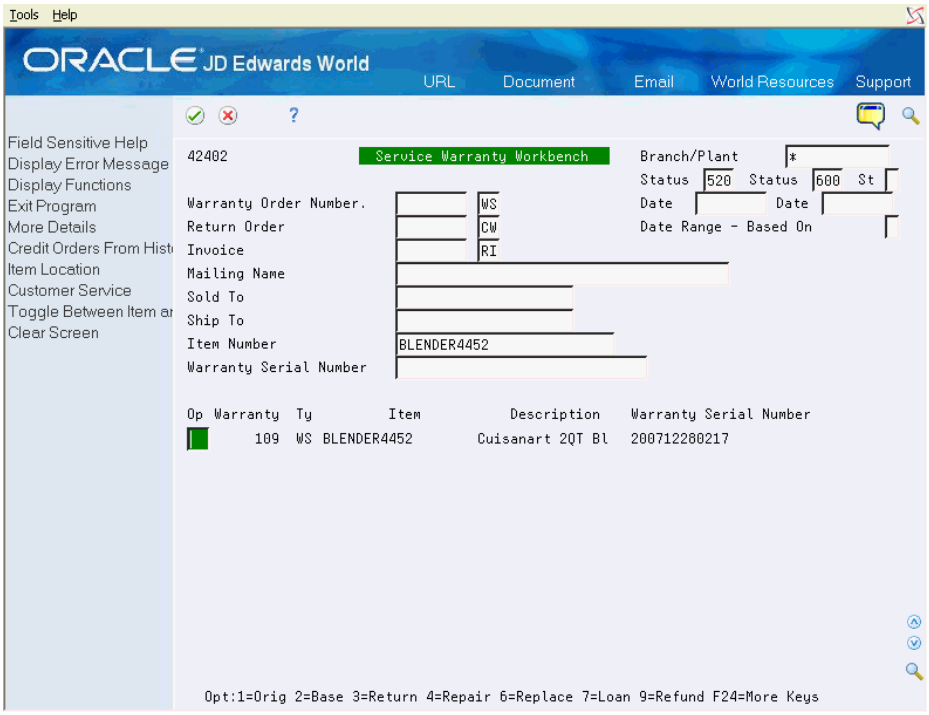
To process a return order

Navigation

From Service Warranty Management (G42400), choose Service Warranty Workbench

On Service Warranty Workbench (P42402)

Figure 18–15 Service Warranty Workbench screen



1. Complete one of the following required fields to locate a new install base record:
   - Warranty Order Number
   - Invoice
   - Sold To
   - Ship To
   - Item Number
   - Warranty Serial Number

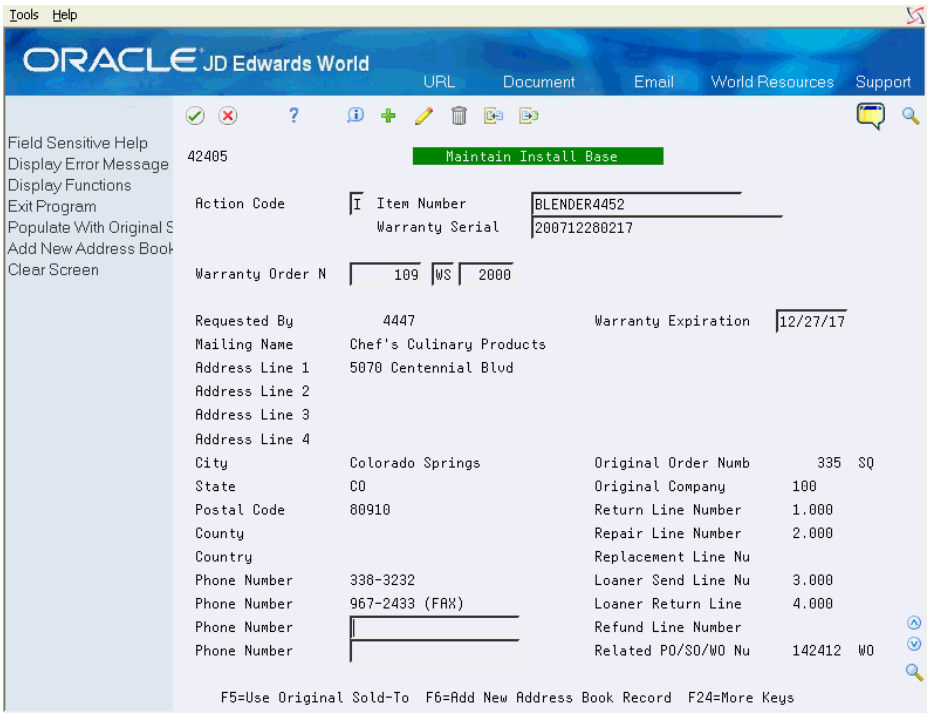
   The Return Order number only applies to install base records for which return orders already exist. The Mailing Name applies for install base records to which a return address exists.
2. Complete the following fields to narrow down the search:
   - Branch/Plant
   - Status From
   - Status Through
   - Status Range Based On
   - Date From
   - Date Through
   - Date Range Based On

   The Status Code values represent the status codes on the original sales order when the install base record was created, before the codes were updated by the batch program (P42403).

3. Once you've located an install base record, enter option 2 next to the line to add return address information.

   On Maintain Install Base (P42405)

Figure 18–16 Maintain Install Base screen



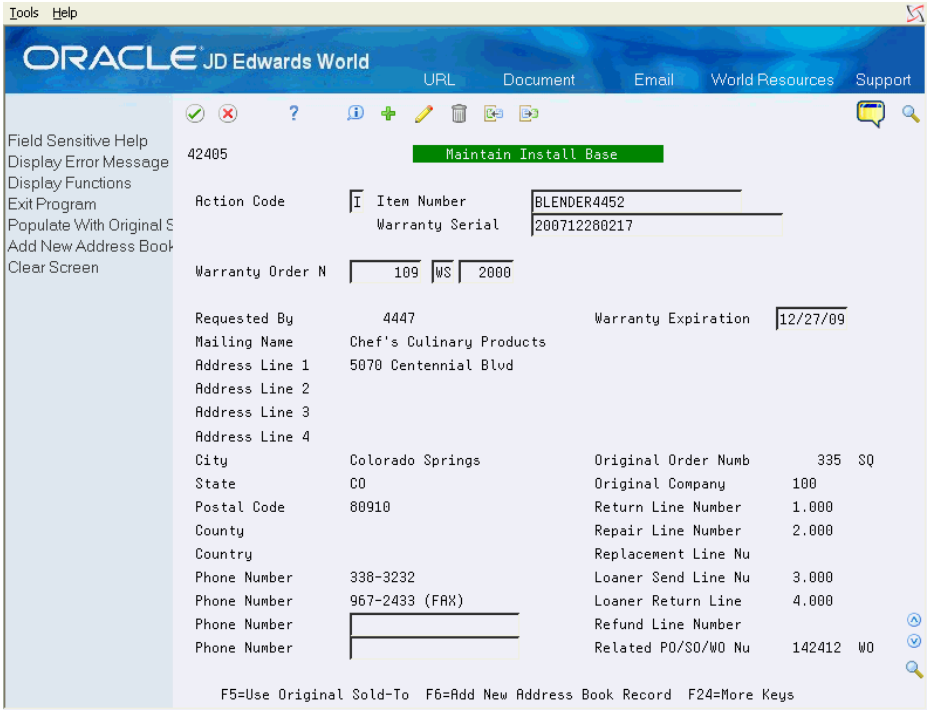
4. Press F5 to populate the address information for the original customer, or complete the following fields to add new return address information:

   - Mailing Name
   - Address Lines 1-4
   - City
   - State
   - Post Code
   - County
   - Country
   - Phone Numbers

   If you've populated new return address information, press F6 to access the Address Book Additions window (O1AB) and press Enter to create a new address book record.

5. Verify the Requested By field is populated with an address number. Confirm a C in the Action Code and press Enter to record the return address information on the install base record.

Figure 18–17 Maintain Install Base screen

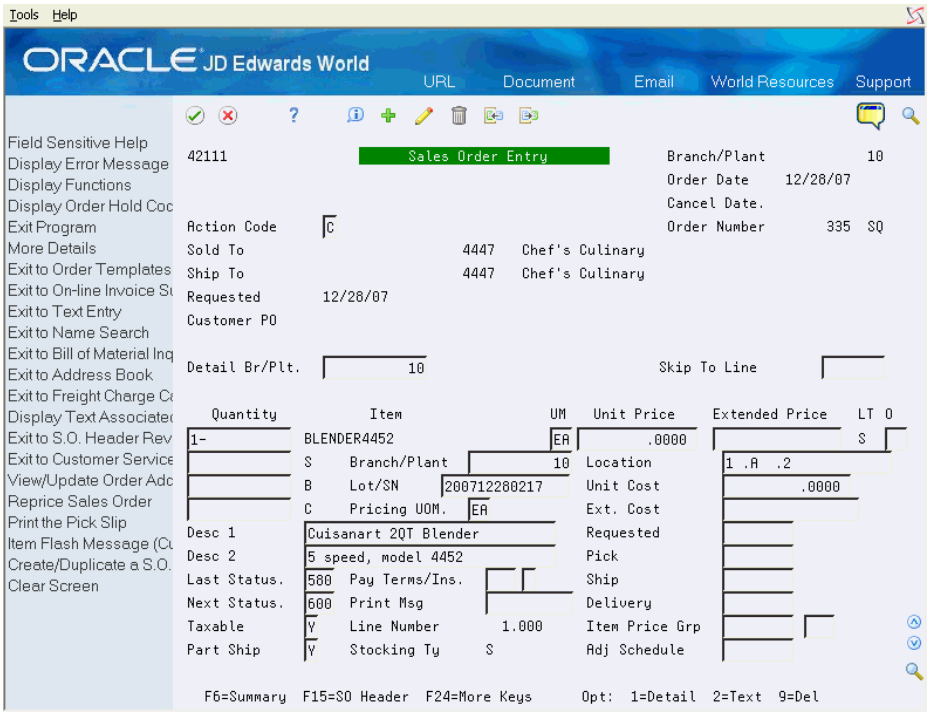


6. Press F3 to exit back to the Workbench.

7. Enter option exit 3 next to the install base record. The Sales Order Entry screen displays with a single credit line for the item being returned. Note the item number and serial number are automatically populated on the new credit line. Also note the negative quantity.

   On Sales Order Entry (P4211) showing more details F4

Figure 18–18 Sales Order Entry screen



8. Press Enter to record the new credit order.

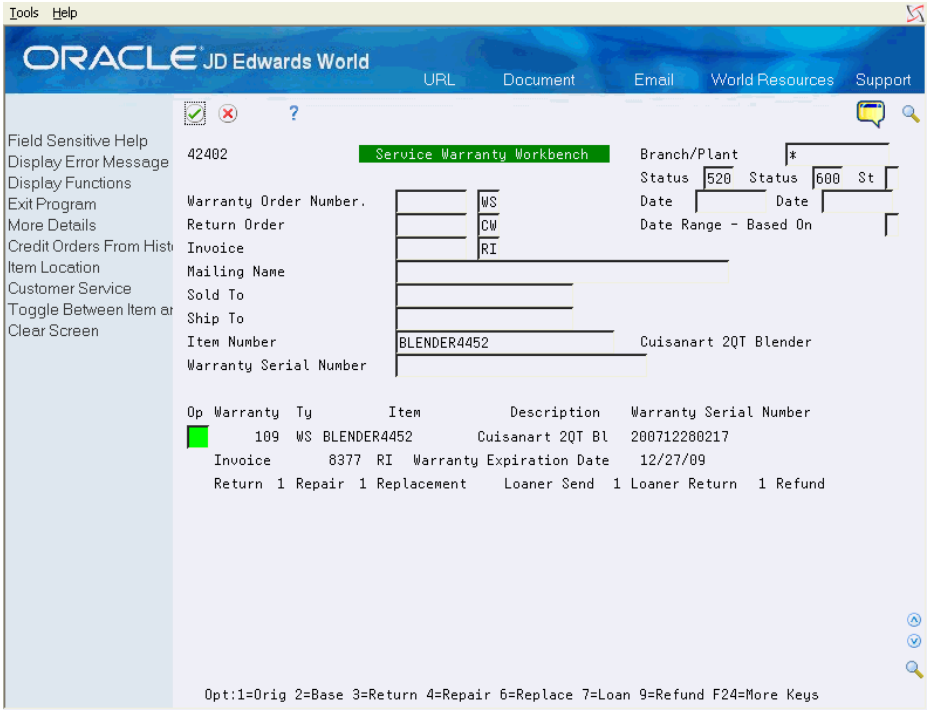
   If the program generates error 3690 - Location not in Item Location file, you will need to add a lot/location record to the branch in which the item is being returned. In this case, you will need to F3 back to the workbench and press F8 to access Item/Location Information (P41024). In P41024, you must inquire on the item number and branch, change the Action Code to C, and populate the Location and Lot fields with the appropriate information. Press Enter to add the new location/lot record.

9. Press F3 to exit back to the workbench. Press F4 to open the fold for the install base record.

   Note: The Option field now highlights on the install base record indicating that a credit order exists. Also, note that 1 now displays to the right of Return, indicating that a return line exists for the install base record.

On Service Warranty Workbench (P42402)

Figure 18–19 Service Warranty Workbench screen



10. Take option 2 next to the install base record again.

Note: The new return order number displays on the lower right portion of the Maintain Install Base screen (P42405). Also note that line numbers are populated for each type of line that exists. If a repair line is created, the corresponding work order number will also display

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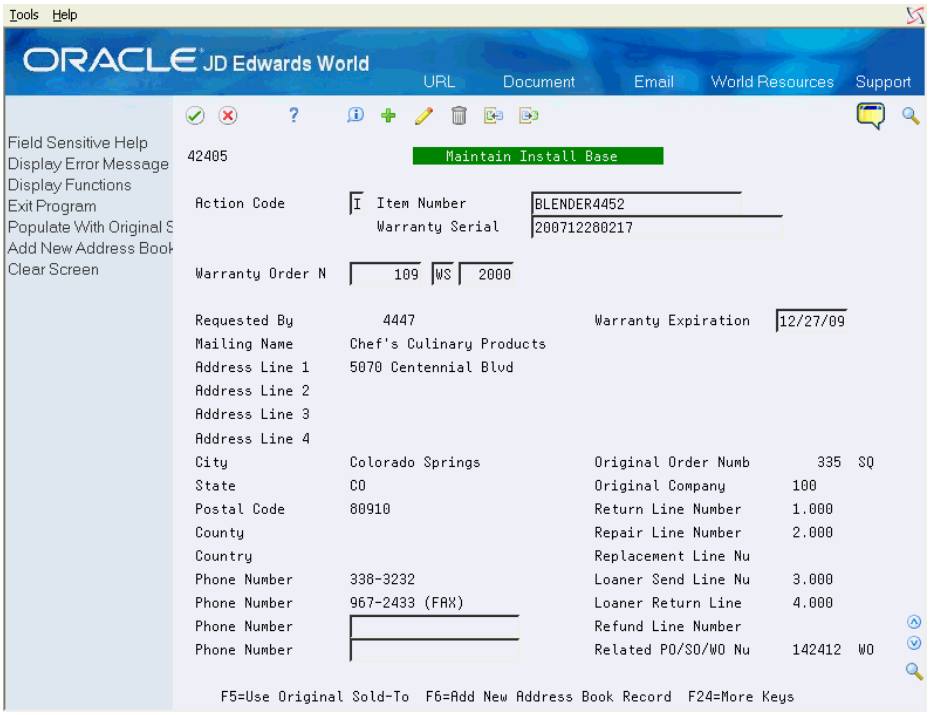
Figure 18–20 Maintain Install Base screen



11. Press F3 to exit back to the workbench and F3 to exit back to the menu. From this point on, you process the credit order as you would other orders in your system.

18.5.2 Processing Options

See Chapter 64.7, "Service Warranty Workbench (P42402)."

See Also:

- Chapter 12, "Enter Credit Orders."

Part III

Sales Order Information

This part contains these chapters:

- Chapter 19, "Overview to Sales Order Information,"
- Chapter 20, "Work with Item Information,"
- Chapter 21, "Work with Customer and Sales Information,"
- Chapter 22, "Work with Billing Information."

19

Overview to Sales Order Information

This chapter contains these topics:

- Section 19.1, "Objectives,"
- Section 19.2, "Overview."

19.1 Objectives

- To review item information
- To review open and closed sales orders and invoices
- To review customer account information
- To print and review order status reports and sales reports

19.2 Overview

You review and analyze sales order information to track the status of sales orders and invoices and accurately plan for future needs. For example, you can monitor quantity information to identify how many items on a sales order are backordered. Or, you can review the present status of any order, such as orders that are on hold.

Complete the following tasks:

- Work with item information
- Work with customer and sales information
- Work with billing information

When entering or reviewing a sales order, you can quickly access item information, such as item number, availability, quantity cost-breaks, and so on. This is helpful when you are working directly with the customer.

You can access information about customer accounts and open and closed sales orders. For example, you can use the Check Credit program to compare a customer's total accounts receivable and open orders with their credit limit. You can also access and review sales history information.

You can review billing information that doesn't print on the invoice that the customer receives, such as the status of any related orders. This is helpful when you need to provide information to a customer during order entry.

See Also:

- Locating Quantity Information in the *JD Edwards World Inventory Management Guide* for more information about inventory quantities.

20

Work with Item Information

This chapter contains these topics:

- Section 20.1, "Reviewing Lot Information for a Customer's Last Shipment,"
- Section 20.2, "Copying Item Information to Sales Orders,"
- Section 20.3, "Reviewing Price and Availability Information,"
- Section 20.4, "Understanding Inventory Commitments,"
- Section 20.5, "Locating Quantity Information,"
- Section 20.6, "Committing and Decommitting Inventory,"
- Section 20.7, "Reviewing Supply and Demand Information,"
- Section 20.8, "Restoring Sales Order Information."

When entering or reviewing a sales order, you can quickly access item information, such as item number, availability, quantity cost-breaks, and so on. This is helpful when you are working directly with the customer.

You can also access additional item information that helps you accurately plan for future needs, such as summary availability, and supply and demand for an item. For example, you can locate information about how many items are on demand, available in supply, and available to be promised.

Working with item information includes the following tasks:

See Also:

- Locating Item Information in the *JD Edwards World Inventory Management Guide*.

20.1 Reviewing Lot Information for a Customer's Last Shipment

Navigation

From Sales Order Management (G42), choose Sales Order Inquiry

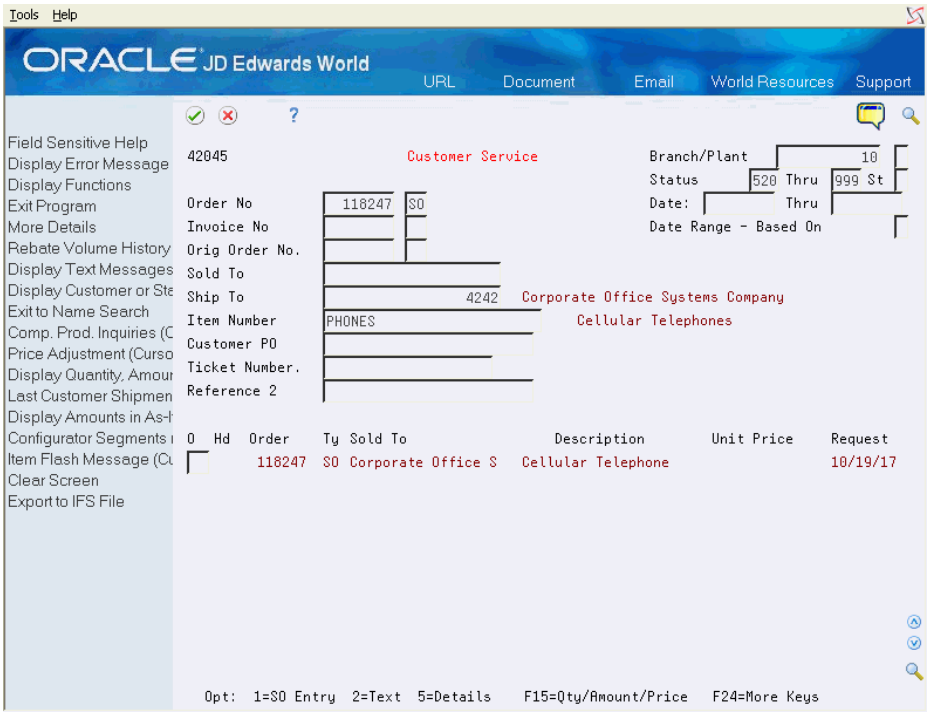
From Sales Order Inquiry (G42112), choose Customer Service

Using the Customer Service Inquiry, you can display the lot date and data information from the last lot a specific item shipped to a customer.

To display last shipment lot information

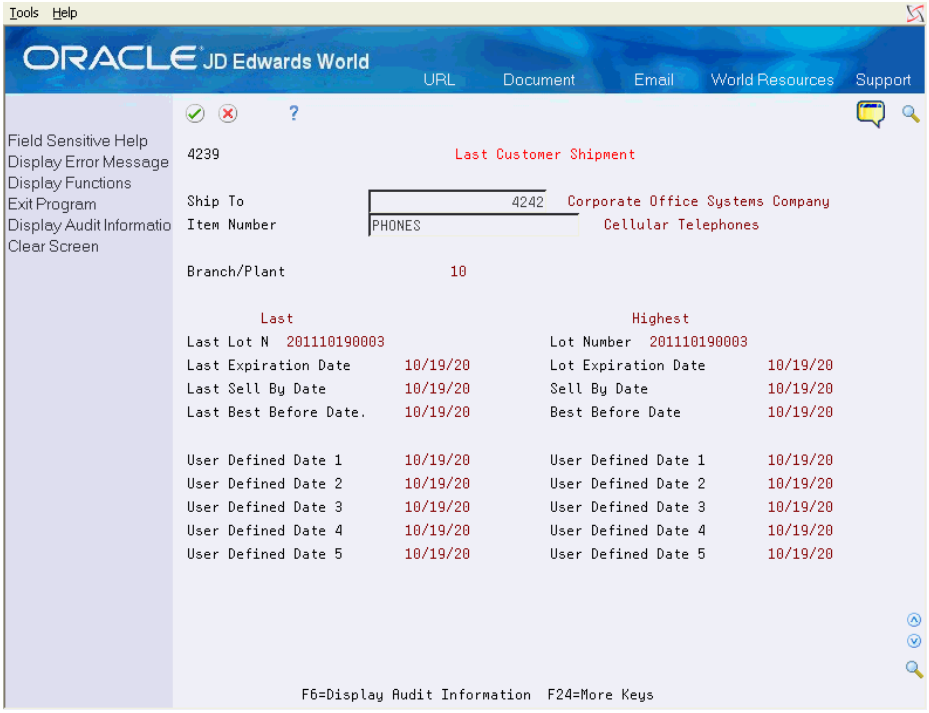
On Customer Service

Figure 20–1 Customer Service screen



1. Complete the following fields:
   - Ship To
   - Item number
   - Order number (Optional)
2. Press Enter.
3. Press F16 to display the Last Customer Shipment screen.

Figure 20–2 Last Customer Shipment screen



4. Review the following "Last" fields:
   - Last Lot N
   - Last Expiration Date
   - Last Sell BY Date
   - Last Best Before Date
5. Review the following "Highest" fields:
   - Lot Number
   - Lot Expiration Date
   - Sell By Date
   - Best Before Date

Field	Explanation
Last Lot N	The number of the last lot that was shipped to a customer. This field contains a value only when a customer is set up to use the ship ascending date rule.
Last Expiration Date	The expiration date of the last lot that was shipped to a customer. This field contains a value only when a customer is set up to use the ship ascending date rule
Last Sell By Date	A date that represents the sell by date corresponding to the last lot that was shipped to a customer. The system completes this field only if the customer uses the ship ascending date rule.
Last Best Before Date.	A date that represents the best before date corresponding to the last lot shipped to a customer. The system completes this field only if the customer uses the ship ascending date rule.
Lot Number	A number that identifies a lot or a serial number.

Field	Explanation
Lot Expiration Date	The date on which a lot of items expires.
Sell By Date	The date by which a lot should be completely sold.
Best Before Date	The last date on which the products in a lot should be consumed.

20.1.1 What You Should Know About

Topic	Description
Accessing Last Customer Shipment	There are several additional ways to access the Last Customer Shipment window when working with sales orders: ■ In Sales Order Entry, use option 13 next to a sales line. ■ From Shipment Confirmation, use option 4 to Select Multiple Locations and then pressing F9.

20.2 Copying Item Information to Sales Orders

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Enter Orders (Page Mode)

When you enter a sales order, you might need to locate key item information, such as the item number, and then copy it to the sales order. Depending on how you set the prompting control processing options for the Enter Orders (Page Mode) program, you can locate item information in one of the following ways:

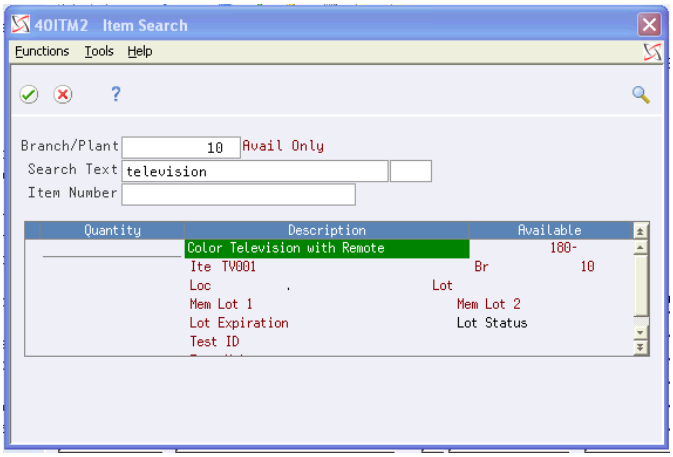
Method	Description
Single item search	Search the Item Master table and display a specific item
Multiple item search	Search the Item Location table and display multiple items.
Full item search	Search all related tables with a general query (that is, a description of the item rather than the item number).

To copy item information to sales orders

On Sales Order Entry

1. To access Item Search, press F1 in the Item field.

Figure 20–3 Item Search screen



2. On Item Search, complete one or more of the following fields to define your search:
   - Branch/Plant
   - Search Text
   - Item Number
3. To copy any item to the sales order, complete the following field and press Enter:
   - Quantity

20.3 Reviewing Price and Availability Information

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

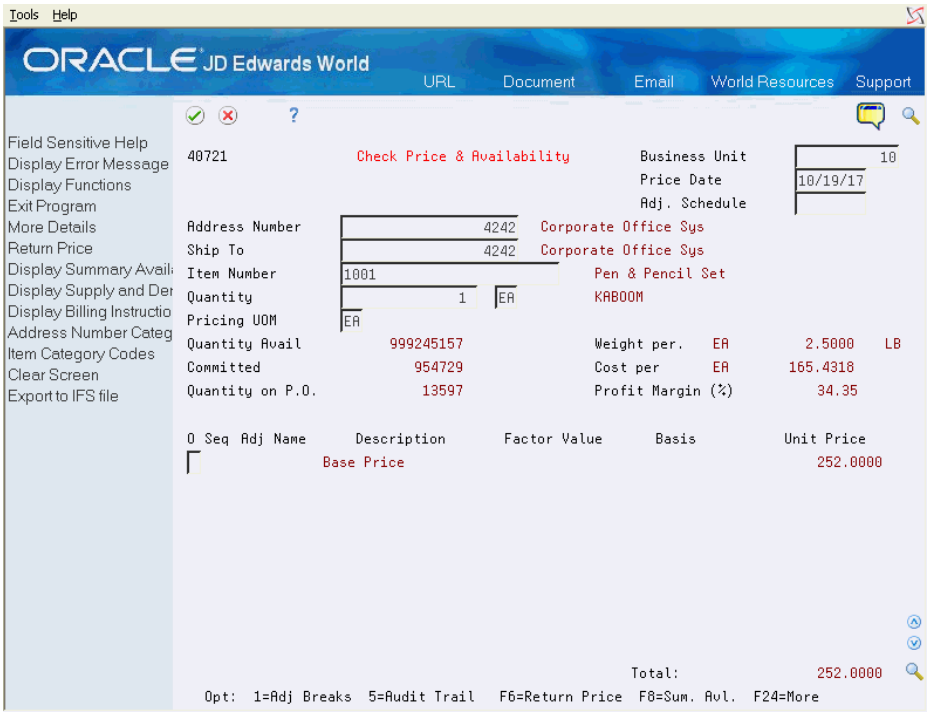
From Sales Order Inquiries (G42112), choose Check Price and Availability

You use the Check Price and Availability program to locate information about the pricing and availability of specific inventory items. This program displays information from the Item Location and the Price by Customer tables.

To review price and availability information

On Check Price and Availability

Figure 20–4 Check Price and Availability screen



Complete the following fields:

- Item Number
- Branch/Plant
- Customer Number
- Customer Price Group

20.3.1 What You Should Know About

Topic	Description
Accessing Check Price and Availability from a sales order	You can quickly access the Check Price and Availability form from a sales order detail line to obtain quantity cost-break information. You can also manually adjust a price and copy it to a sales order when you access this form from the sales order.

20.3.2 Processing Options

See Section 65.1, "Check Price & Availability (P40721)."

20.4 Understanding Inventory Commitments

The availability of inventory items is determined by the types of obligations or commitments against those items. For example, you might have 100 of item ABC sitting in the warehouse, 75 of which have been promised to a particular customer. By keeping track of these obligations the system makes you aware that there are only 25 of the items remaining in stock to promise to another customer.

You specify how the system tracks obligations against inventory items by setting up inventory commitments. The four types of commitments used in the Sales Order system are:

- Soft Commitments
- Hard Commitments
- Future Commitments
- Other Quantities 1 and 2

The primary purpose of tracking commitments is to enable you to determine the availability of your items. A commitment is simply a value that the system maintains for each item, based on the branch, location, and lot/serial number in which it exists. In contrast, the on-hand quantity of an item represents the actual physical quantity in the warehouse. Commitment quantities for inventory items are stored in the Item Location file (F41021) which contains a record for each item, branch, location and lot/serial number combination.

20.4.1 Item Availability Definition

The way the inventory commitments are factored into the calculation of availability is determined at the branch/plant level. The Item Availability Definition program (P41001) is where you define whether and how each commitment type affects the calculation of the On-hand quantity.

See Section 49.2, "Defining Item Availability" in this guide.

20.4.2 Commitment Types

This section describes commitments types.

20.4.2.1 Soft Commitments

A soft commitment for an item is automatically created by default at sales order entry, unless another commitment type is applicable. Soft commitments are always logged against the primary location of the item.

If the processing option 48 behind Sales Order Entry (P4210) is set to check availability, upon entering a sales order, the system will look at all locations in which the item exists to determine whether there is enough quantity to fill the order. If sufficient quantity is found, the system then creates a soft commitment against the primary location. The location field can be viewed in the fold area (F4) of the sales detail line.

20.4.2.2 Hard Commitments

A hard commitment occurs when a specific location is indicated from which items will be drawn to fulfill a sales order. Items can be hard committed by you entering a secondary location onto an order detail line during Sales Order Entry (P4211). You can also have items automatically hard committed by this program by setting processing option 48 to 3.

Processing options are also available to hard commitments items in the following programs:

- Transfer Orders (P4242)
- Print Pick Slips (P42520)
- Release Backorders Online (P42117)

- Release Backorders in Batch (P42118)
- Print Acknowledgements/Invoices (P42565)
- Re-commit Future Orders (P42995)

When you set a processing option to hard commit items, the system selects a location from which to hard commit inventory, based on the commitment method defined for each item in Item Branch/Plant Information program (P41026). There are three different commitment methods:

- The normal commitment method for inventory (default). The system commits inventory from the primary location, then from secondary locations. The system uses locations with the most inventory and moves to the location with the least. The system commits backorders to the primary location.
- The inventory commitment method by lot number. The system commits inventory by lot number, starting with the lowest lot number and committing orders to available lots.
- The inventory commitment method by lot expiration date. The system commits inventory from the locations with the earliest expiration date first. The system considers only locations with expiration dates greater than or equal to the sales order or parts list requested date.

If the normal commitment method is being employed and there is not enough quantity available at any single location to fill an order, the system will split the sales order detail line into multiple lines, each containing the location from which a portion of the quantity has been filled.

A hard commitment can be logged against a primary or a secondary location, depending on the setup. For example, some clients only maintain one location for each item, resulting in all on-hand quantities and commitments (soft, hard, and so on) being logged against the primary location. Other clients set up the primary location as a "phantom" location where no actual on-hand quantity is maintained. Since all on-hand quantities are only stored at secondary locations, hard commitments can only be logged against these locations.

When the items on a sales order line change from a soft commit to a hard commit, the system reduces the soft committed quantity in the Item Location file (F41021) and increases the hard committed quantity at the appropriate location(s). When items are relieved from inventory at Confirm Shipments or Sales Update, the system clears the hard commit quantity from F41021 and decreases the on-hand quantity. There should be no committed quantity for a sales order detail line once the inventory has been relieved.

20.4.2.3 Future Commitments

When a customer requests the delivery of an order on a future date you may want to future commit the sales order quantities. Usually, most customers set their Item Availability Definitions so that future committed quantities do not decrease the on-hand quantities.

To determine if an order line should be future committed, the system looks at the Specific commitment days (COMH) field defined in the Branch/Plant Constants. This value in days is added to the current date and compared with the Scheduled Pick Date (PDDJ) for the order line. If the Scheduled Pick Date is greater than the calculated date, the order line will be future committed. Setting the Specific commitment days to 999 will turn off the future commit function.

Future commitments are always logged against the primary location for an item, unless you type a secondary location in the sales order detail line.

As part of the Repost Active Sales Orders program (P42995) future committed orders will be soft or hard committed if they fall within the calculated time frame.

20.4.2.4 Other Quantities 1 and 2

You usually commit order quantities to the Other Quantity 1 or 2 bucket when you do not want certain order types such as blanket or quote orders to decrease on-hand quantities.

Processing options behind Sales Order Entry direct the system to use these commitment types. The program then adds the committed quantities to either the Other Quantity 1 (OT1P) or Other Quantity 2 (OT2P) field on the Item Location file (F41021). On the Sales Order Detail file (F4211) the quantity is added to the Other Quantity (1/2) field (OTQY).

20.4.3 Backordered Items

You can have the system automatically backorder items on a sales order, based on item availability, by setting processing option 48 behind Sales Order Entry. The options are:

- Enter '1' to be notified of an automatic backorder or cancel.
- Enter '2' to be notified but not create the backorder or cancel.
- Enter '3' to create the backorder or cancel automatically and update the order without issuing the warning.
- If left blank, no availability checking will be done.

You can also manually backorder quantities for a sales order detail line in Sales Order Entry by pressing F4 to open the fold and entering the quantity in the B (backorder) field.

Backordered quantities are soft committed and are maintained as a separate value in the Item Location file (F41021).

Backordered quantities are always logged against the primary location for an item, unless you manually enter a secondary location on the Sales Order Detail line.

20.4.4 What You Should Know About

Topic	Description
Commit field on the Sales Order Detail file (F4211)	This Commit field (COMM) on the Sales Order Detail file is used to designate the commitment status of the item. It can contain an S, H or C: S – Indicates that the quantity is soft committed. H – Indicates that the quantity was hard committed manually (that is, a secondary location was typed into the sales order detail line). C – Indicates that the quantity was hard committed by the Batch Inventory Commitment program (P42997). This is the program that is called when the processing option to hard commit inventory has been set during the various steps through the sales order process. **Note:** The field can also contain a K which is used to designate a kit master line. This has no impact on commitments.
Negative commitments	To prevent commitments from becoming negative, ensure that availability checking is switched on in the processing options for Sales Order Entry (P4211) and Transfer Orders (P4242). Also, note that a credit order will create negative commitments.
Directing credit orders to another bucket to delay the subtraction of on-hand availability until Confirm Shipments.	You may want to prevent credit orders from being immediately subtracted from on-hand availability. To do this set the following processing options on Sales Order Entry (P4211) ■ Set option 48 to blank to prevent availability checking ■ Set option 49 to 1 or 2 to commit quantities to the Other Quantity 1 or 2 field respectively.
Refreshing the commitments in the Item Location file (F41021)	If you think your commitments may have become corrupt you can run a version of the Repost Active Sales Orders program (P42995) to rebuild the commitment quantities. You must remember that this program does not update on-hand quantities. This program has a separate version that is used to recommit future orders. Please ensure that you keep these versions separate and you do not attempt to set the processing options to run both functions in the same version.

Topic	Description
Setting up availability checking	At the Item/branch level (F4102) set the Check Availability Y/N field (CKAV) to Y. This will override whatever is written in the equivalent field on the Item Master file (F4101). Even though many programs have processing options that turn on availability checking, it will not be performed unless this flag is set in the Item Branch/Plant Information program (P41026). If the Sales Order Entry program (P4211) is set to soft commit, the system checks availability against the total quantity available at all locations and then logs the soft commit against the primary location. If the P4211 is set to hard commit, or you type a secondary location in the sales order detail line, the system will check availability against that particular location only, and will hard commit against that location.
Hard commitments and soft commitments	Hard commitments and soft commitments are stored in different buckets on the Item Location file (F41021). When using both hard and soft commitment functionality you would usually set your system up (order activity rules and status codes) so that only items that are hard committed can be ship confirmed (P4205). Normally there is no precedence between hard and soft commitments, however there is one scenario when a hard commitment would be made in preference to a soft commitment. If an item is stored in multiple locations and the primary location is a phantom against which all soft commitments are logged, you could have 10 items soft committed against the primary location with 10 items on-hand at a secondary location giving an overall quantity of zero available. When a new sales order is entered for a quantity of 10, the user could type the secondary location which has the quantity of 10 in the fold of the detail line. This would restrict the availability checking to that specific location only, resulting in a hard commitment against that location. There would then be no available on-hand quantity to satisfy the existing soft commitment.

Topic	Description
Relieving inventory	■ Relieving inventory at Confirm Shipments (P4205). First, set up the sales order document type in the Inventory update type UDC table (40/IU). A record with the order number and type will be written to the Cardex file (F4111) at the time of shipment confirmation. When sales update is run, the Cardex record will be updated with the invoice number and type and the G/L date. ■ Relieving inventory at Sales Update (P42800). First, make certain the order document type is not in the Inventory update type UDC table (40/IU). Sales update is hard-coded to decrement on-hand quantity if it is not done at shipment confirmation. An RI record is written to the Cardex at the time of sales update. The G/L date will also be populated. No Cardex record will be written at the time of shipment confirmation. ■ To bypass relieving inventory, set processing option 14 behind Sales Update (P42800) with a 1 on the Inventory line (F41021/F4115). This will prevent the on-hand quantity from being decremented.
Transferring inventory that is hard committed against an order to another order	To do this you would essentially de-commit the hard commitment from one order the go into the second order and hard commit the quantity you just made available. In other words you would Inquire on the Sales Order on which you want to de-commit inventory in Sales Order Entry (P4211). Clear the secondary location from the location field and press Enter. This will cause the system to default in the primary location. The hard commitment is relieved and a soft commitment is created for the order. Now inquire on the new order that you want to hard commit, and type the secondary location in the Location field and press Enter. This will create a hard commit for the new order.
Negative on-hand quantity	Negative on-hand quantities can result when blanket orders are over-released, or sales order are over-shipped.

20.5 Locating Quantity Information

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Summary Availability

You use the Summary Availability program to review quantity information and determine your current and future inventory needs. You can view the information on the number of items in any of the following categories:

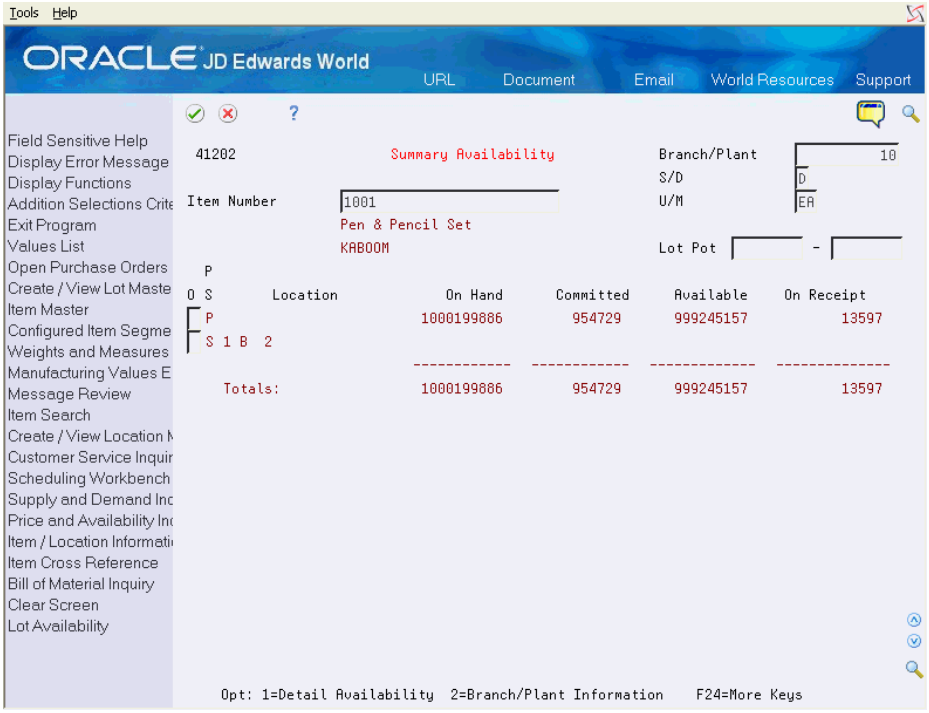
- On-hand
- Held
- Hard and soft committed
- Available
- On purchase and work orders
- On backorders

You can locate all of the items in a particular location within a branch/plant and review detailed information for each item.

To locate quantity information

On Summary Availability

Figure 20–5 Summary Availability screen

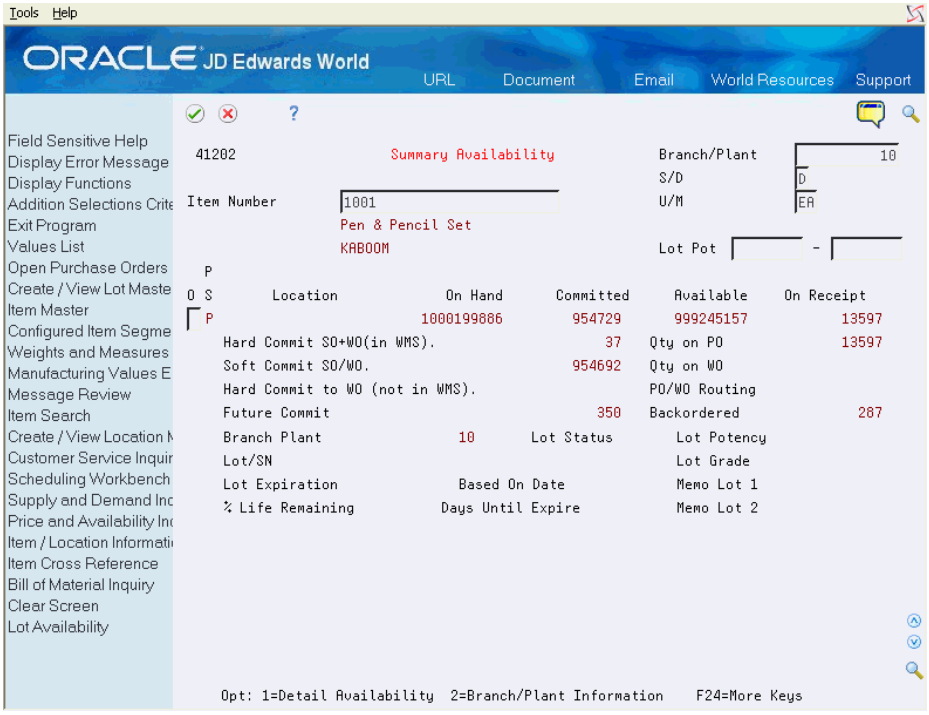


1. Complete the following fields:
   - Branch/Plant
   - Item Number
2. Complete the following optional fields:
   - Summary or Detail
   - Unit of Measure
   - Lot Grade
   - Lot Potency
3. Review quantity information in the following fields:
   - Location

- On Hand
- Committed
- Available
- On Receipt

4. Access the detail area.

Figure 20–6 Summary Availability (Details) screen



5. Review quantity information for each location in which an item is stored in the following fields:

- Hard Commit on Sales Order
- Quantity on Purchase Order
- Soft Commit on Sales Order/Work Order
- Quantity on Work Order
- Hard Commit on Work Order
- Future Commit
- Backordered

Field	Explanation
S/D	A code that indicates whether the inquiry is to be in detail or summary mode. Valid codes are: D – Detail mode S – Summary mode

Field	Explanation
Committed	This is the sum of the commitments as defined in the Item Availability Definition. This enables you to see that the quantity available is calculated by subtracting the commitments from the on-hand quantity. See Section 49.2, "Defining Item Availability" in this guide.
Quantity - Hard Committed	The number of units committed to a specific location and lot.
Qty on PO	The number of units specified on the purchase order, in primary units of measure.
Qty on WO	The number of units on work orders, in primary units of measure.
Quantity - Work Order Hard Commit	The number of units hard committed to work orders in the primary unit of measure.
Future Commit	The quantity on the sales order whose requested shipment date is beyond the standard commitment period that is specified in the Inventory Management system constants for that branch. As an example, if you typically ship most orders within 90 days, then an order for an item with a requested ship date one year from now would reflect the quantity in this field.
Backordered	The number of units backordered, in primary units of measure.

20.5.1 What You Should Know About

Topic	Description
Locating detailed quantity information	You can locate detailed quantity information about an item in a specific storage area and verify the size and type of commitments against that quantity. See Locating Detailed Quantity Information in the *JD Edwards World Inventory Management Guide*.
Locating quantity information by lot	You can review the number of items that are in a particular lot, as well as the activity dates, item quantities, and hold statuses that pertain to the lot. See Locating Quantity Information by Lot in the *JD Edwards World Inventory Management Guide*.

Topic	Description
Locating on-hand quantity information	You can review a transaction to determine how much of an item, in both quantity and cost amounts, that you have in any specific branch, location, or lot as of a particular date. See Locating On-Hand Quantity Information in the *JD Edwards World Inventory Management Guide*. You should also be aware that lots can be assigned various dates that impact the commitment and availability calculations. See Entering Lot Information for Items in the *JD Edwards World Inventory Management Guide*.
Restrictions for using the commit/decommit workbench	You cannot commit or decommit orders from the Commit/Decommit Workbench for branch/plants in which you have activated warehouse control. See Chapter 49, "Set Up Constants."
Lot Effective Date	The date on which a lot becomes available. The system uses this date for availability and commitment processing to indicate that the lot is available on or after the date that you specify. You can enter the effective date for a lot when you first move inventory into the lot or you can leave the field blank to have the system calculate the effective date. The system calculates the effective date for a lot using the value set up for Effective Days in the Item Branch file (F4102) or using the current date if the value is zero.

20.6 Committing and Decommitting Inventory

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Commit/Decommit Workbench

After you enter a sales order, the system commits inventory for it. At the time of order entry, you can choose the type of commitment that you want to use.

Type	Description
Soft commitment	When you use soft commitments, the system: ■ Does not specify a location from where to remove inventory Uses the primary location as the default location
Hard commitment	When you use hard commitments, the system: ■ Specifies a location from where to remove inventory unless you manually enter a location. Note that the system hard commits most frequently during pick slip processing, but it can be done at any time during the sales order process.

Type	Description
Future commitment	When you use future commitments, the system: Uses a future date that you define for completing a sales order
Other Quantity 1 and 2	When you commit inventory for other quantities, the system: Assigns inventory to different types of sales documents, such as quote and blanket orders, that do not affect availability

You can use the Commit/Decommit Workbench to edit the inventory commitment for a specific order detail line without canceling the order detail line. For example, if you enter orders for two customers, you can change the priority in which the system commits the available quantity. To fill the second customer's order, you decommit the first customer's order and commit the second customer's order.

The following table displays the commitment changes that you can perform in the Commit/Decommit Workbench:

Commitment Changes allowed:

From	To
Hard	Soft
Soft	Hard
Future	Hard
Future	Soft

Commitment Changes not allowed:

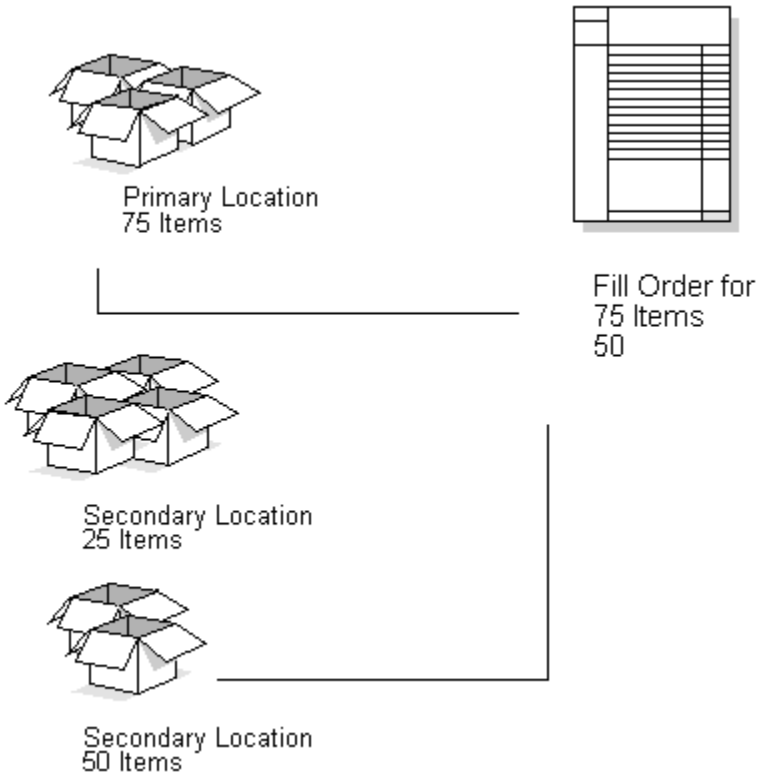
From	To
Soft	Future
Hard	Future
Backorder	**Soft
Backorder	**Hard

** You must first release the order detail line through the Backorder Release program.

20.6.1 How the System Commits Inventory

The following diagram shows how the system commits inventory. You can use additional commitment methods if you are using lot processing.

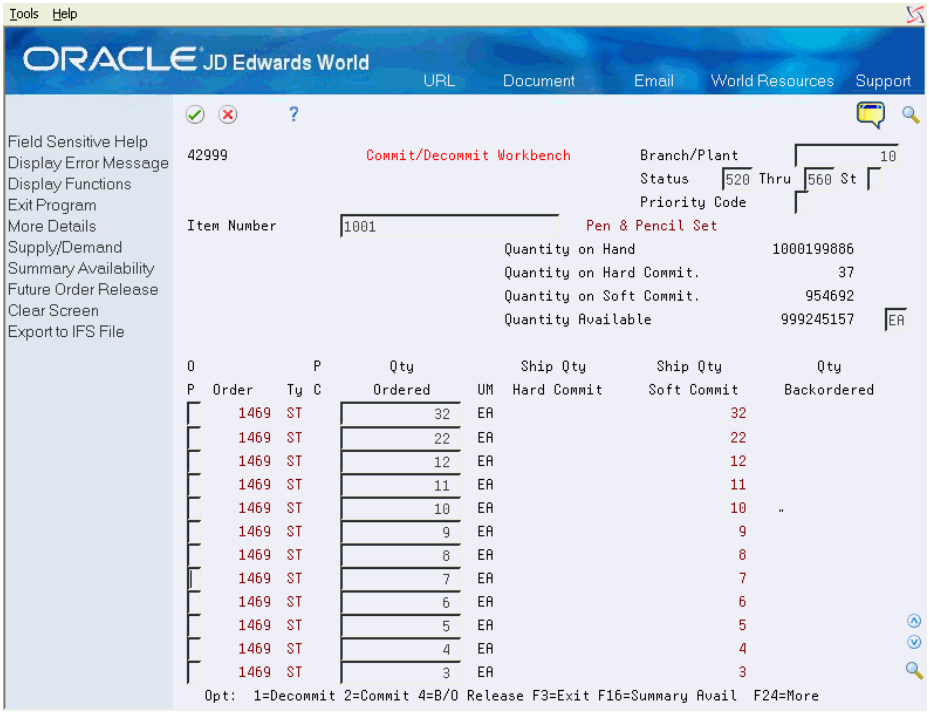
Figure 20–7 How the System Commits Inventory



To commit and decommit inventory

On Commit/Decommit Workbench

Figure 20–8 Commit/Decommit Workbench screen



1. Complete the following fields:
   - Branch/Plant
   - Item Number
   - Priority Code (optional)
   - Status Range (optional)
   - Unit of Measure (optional)
2. Review the following fields:
   - Quantity on Hand
   - Quantity on Hard Commit
   - Quantity on Soft Commit
   - Quantity Available
3. To change the committed quantity, complete the following fields:
   - Quantity Ordered
4. To change the order detail line, enter 7 in the option field to access the sales order entry form.

   The system updates the Commit/Decommit Workbench if you edit the order detail line.
5. To return to the Commit/Decommit Workbench, press F3.
6. On the Commit/Decommit Workbench, choose the appropriate option to commit or decommit inventory.

Field	Explanation
Item Number	The number assigned to an item. It can be in short, long, or 3rd item number format.
Priority Code	A code that tells the system to handle this customer's orders on a priority basis. Use this value to set up print pick slips so you can choose to print them on a priority basis. This code is assigned from the Customer Billing Instructions. This field is informational only and can be used in DREAM Writer selection to expedite order lines. In addition, the backorder print report and automatic batch release program can be sequenced by this code to release those orders with the highest priority first.
Status Range - Based On	Code identifying which status codes you want the system to use when it selects information to display on this screen. The system retrieves this code from the processing options if you set it up. Valid codes are: Blank – Display all orders whose next status falls within this range. 1 – Display all orders whose last status falls within this range. Blank is the default.

Field	Explanation
Priority Code	A code that tells the system to handle this customer's orders on a priority basis. Use this value to set up print pick slips so you can choose to print them on a priority basis. This code is assigned from the Customer Billing Instructions. This field is informational only and can be used in DREAM Writer selection to expedite order lines. In addition, the backorder print report and automatic batch release program can be sequenced by this code to release those orders with the highest priority first.
Quantity on Hard Commit	The number of units committed to a specific location and lot.
Quantity on Soft Commit	The number of units that are soft-committed to sales orders or work orders in the primary units of measure.
Quantity Available	The quantity available can be the on-hand balance minus commitments, reservations, and backorders. Availability is user defined and can be set up in branch/plant constants.

20.6.2 What You Should Know About

Topic	Description
Hard-committing inventory in the sales order process	If you do not hard-commit inventory during order entry, you can set processing options in the following programs to perform the hard-commit: ■ Print Pick slips ■ Print Invoices ■ Bill of Lading ■ Backorder Release ■ Batch Inventory Commitment You can specify in the processing options of the Commit/Decommit Workbench whether the system backorders or cancels the uncommitted quantity, based on the customer's billing instructions. If you do not indicate in the processing options, the uncommitted quantity remains shippable.
Reviewing items that are future committed	You can access the Summary Availability form from the Commit/Decommit Workbench to review future committed quantities and item availability.
Releasing backorders	Depending on the way you set the processing options for the Backorder Release program, the system hard- or soft- commits the quantity when you release the order.
Using the inventory commitment preference	The system does not apply the commitment preference for decommitment.

Topic	Description
Changing order lines	You can not increase the quantity on the sales order detail line from the workbench. To change the order detail line, choose the Sales Order function to access the sales order entry form. To cancel an order detail line, you must use the sales order entry program. See Section 4.2, "Entering Detail Information."
Reposting active sales orders	Depending on how you set the Recommit Future Sales Order processing option, the Repost Active Sales Order program hard- or soft- commits future-committed quantities when the system recalculates commitments. See Section 20.8, "Restoring Sales Order Information."
Utilizing warehouse control	The system will not commit or decommit inventory for the branch/plant if you have activated warehouse control in the branch/plant constants. See Section 49.1, "Defining Branch/Plant Constants."
Partial commitments	You can commit or decommit partial quantities. The system splits the order detail line to display how corresponding quantities have been committed in the item location file.
Committing kit components	When you commit kit orders, you can not hard-commit a kit component without hard-committing the parent line. The system displays only the parent line. The system commits or decommits the components when you commit or decommit the parent line.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.

20.6.3 Processing Options

See Section 65.2, "Commit/Decommit Workbench (P42999)."

20.7 Reviewing Supply and Demand Information

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Supply/Demand Inquiry

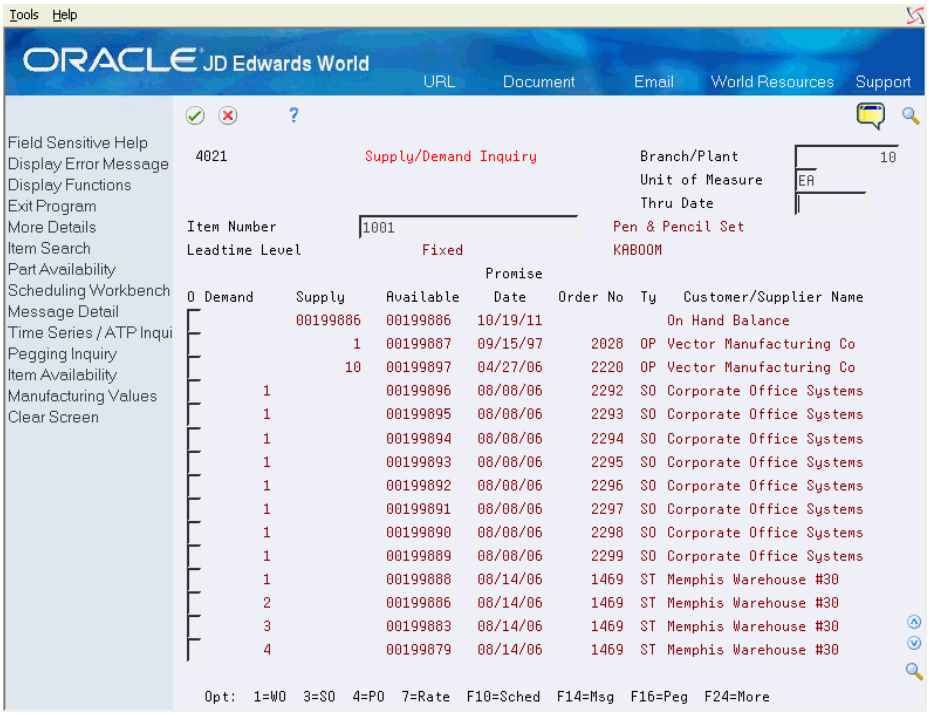
You use the Supply/Demand Inquiry program to monitor information about how many items are on demand, available in supply, and available to be promised. Information about the supply and demand for an item helps you accurately plan for future needs. For example, this information can help you plan warehouse resources around receipts and order picking. It also allows you to give customers an expected order ship date.

The Supply/Demand Inquiry program displays information from the Item Location (F41021), Sales Order Detail (F4211), and Purchase Order Detail (F4311) tables.

To review supply and demand information

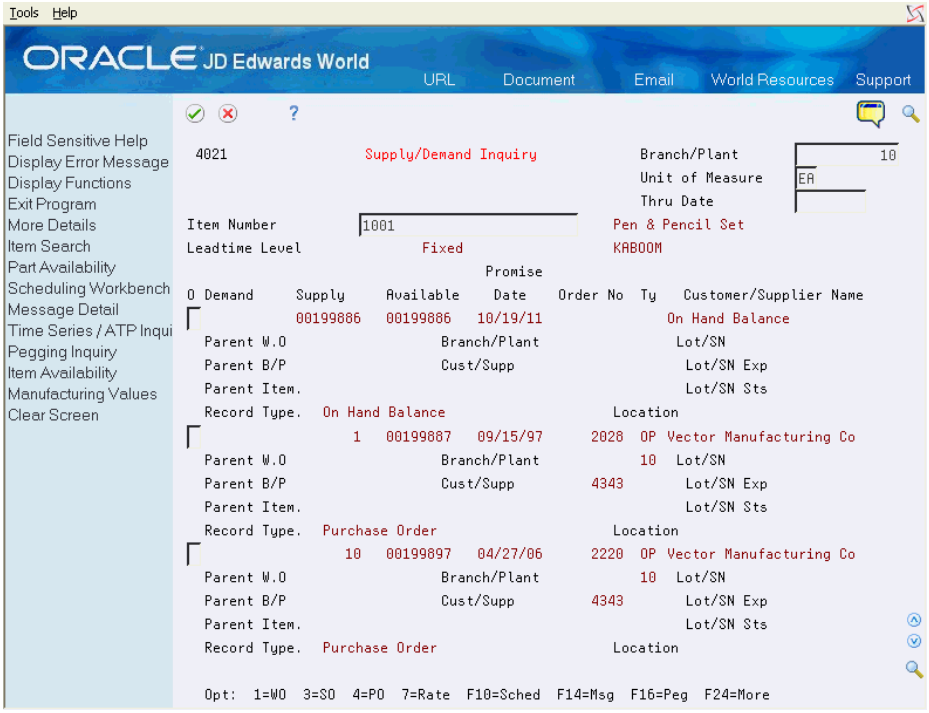
On Supply/Demand Inquiry

Figure 20–9 Supply/Demand Inquiry screen



1. To locate the item, complete the following fields:
   - Branch/Plant
   - Item Number
2. To limit the items that display, complete the following fields:
   - Unit of Measure
   - Thru Date
3. Review supply and demand information in the following fields:
   - Demand
   - Supply
   - Available
   - Promise Date
   - Order Number
   - Type
   - Customer/Supplier Name
4. Access the detail area.

Figure 20–10 Supply/Demand Inquiry (Detail) screen



5. Review item supply and demand information for each location and lot in the branch/plant in the following fields:
   - Customer/Supplier
   - Record Type
   - Parent Work Order
   - Parent

Field	Explanation
Available	The quantity available can be the on-hand balance minus commitments, reservations, and backorders. Availability is user defined and can be set up in branch/plant constants.
Demand	The quantity subtracted from the available balance as a result of the record processed. Typically, the sources of demand are safety stock, sales orders, or work order parts lists. When using system forecasting, you can set up a processing option to include quantities used for forecast demands.
Supply	The quantity added to the available balance as a result of the record processed on each line. Sources of supply are typically on-hand inventory, purchase order receipts, or manufacturing work orders. A processing option allows for the inclusion of planned order receipts when using MPS/MRP/DRP.

Field	Explanation
Customer/Supplier Name	The text that names or describes an address. This 40-character alphabetic field appears on a number of forms and reports. You can enter dashes, commas, and other special characters, but the system cannot search on them when you use this field to search for a name. *Form-specific information* The customer or supplier name on a sales or purchase order.

20.7.1 What You Should Know About

Topic	Description
Supply and demand inclusion rules	If you are using the Enterprise Requirements Planning and Execution (ERPx) system in conjunction with the Inventory Management system, you should set up the supply and demand inclusion rules. See Setting Up MRP Supply and Demand Inclusion Rules in the *JD Edwards World Manufacturing and Distribution Planning Guide*.
Available to promise	The highlighted "Available to Promise" lines indicate your company's uncommitted available inventory. This inventory is available for sale or distribution within a specified period until the next replenishment orders are scheduled to arrive. The two methods of determining Available to Promise are: ■ Standard - The system considers customer demand for all periods and that customers will consume the quantity within that period. The system also determines that there will be no carryover into the next period. ■ Cumulative - The system calculates a running total of the standard Available to Promise and does not determine that customers will consume the quantity within a period. You must set the appropriate processing option to choose which method to use.

20.7.2 Processing Options

See Section 65.4, "Supply & Demand (P4021)."

20.8 Restoring Sales Order Information

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Repost Active Sales Orders

If you think that your data has been corrupted due to a loss of power or some other occurrence, you can restore sales order information. You can set up a version of the Repost Active Sales Orders program to restore sales orders and recalculate related quantity and commitment information.

The program does not restore or recalculate information for the following:

- Non-inventory items
- Cancelled detail lines

You can have the system clear and then recalculate the following quantity information for items, depending on how you set the processing options:

- Committed quantity (includes any committed quantities on held orders)
- Total quantity on an individual sales order
- Total quantity for all sales orders

The Repost Active Sales Order program (P42995) is shipped with two DREAM writer versions that should be used only for their specific purpose. It is important that you maintain and run each version separately and do not try to combine the processing into a single version.

Version	Purpose
Repost Active Sales Orders (XJDE0001)	To recalculate quantity, amount and commitment information F4102 is the based on file for Repost Active Sales Orders and F4211 (Sales Order Detail) is the based on file for all other versions
Recommit Future Orders (XJDE0002)	To move order quantities from future committed to soft or hard committed on the Sales Order Detail file (F4211)
Recommit Current to Future (XJDE0003)	To recommit current orders to future
Update Sales Order Total (XJDE0004)	To reset an order total
Update Customer Open Order Amount (XJDE0005)	To reset an open order amount for a customer

20.8.1 Repost Active Sales Orders

Specifically the Repost Active Sales Order version of the program recalculates the quantity and commitment information on the Sales Order Detail file (F4211) and then updates the associated fields on the Item Location file (F41021), the Sales Order Header file (F4201) and the Customer Master file (F0301).

The commitment fields on the Item Location file (F41021) are:

- HCOM - Quantity on hard commit
- PCOM - Quantity on soft commit
- FCOM - Quantity on future commit
- PBCK - Quantity on backorder
- QT1P - Quantity in other 1
- QT2P - Quantity in other 2

F4102 (Item Branch) is the based -on file for Repost Active Sales Orders, but no longer for all Dream Writer versions, as there is now an additional based -on file which is dependant on the version. F4102 is the based on file for version XJDE0001 (Repost Active Sales Orders) and F4211 is now the based on file for all other versions, including XJDE0004 (Update Sales Order Total) and XJDE0005 (Update Customer

Open Order Amount). You can use the program to reset the order total for a specific order or reset the open order amount for a specified customer.

Note: JD Edwards World recommends that you use a version with F4102 as the based-on file when resetting Item Commitments. All program functionality will work with either based-on file, however if you use the program to reset Item Commitments with F4211 as the based-on file, only Item Location (F41021) records with open sales orders will be reset.

20.8.1.1 Processing options

The setting of the following processing options for these versions is the key to ensuring you get the correct updates performed.

- Processing option 1, Recommitting Future Orders, must be set to 1 to bypass re-committing future orders.
- Processing option 8, Reset of Item Commitment Fields, should be set to blank to ensure that the commitment fields on F41021 are cleared and updated with the accumulated quantities from F4211.
- Processing option 9, Reset of Order Header Total, should be set to blank to ensure that the sales order total on F4201 is reset. The Open Orders field (OTOT) on F4201 is updated to be the sum of the Extended Price field (AEXP) on F4211.
- Processing option 10, Reset of Open Order Amount, should be set to blank to ensure the open order amount on F0301 is reset. The Open Orders field (APRC) on F0301 is updated to be the sum of the Extended Price field (AEXP) on F4211.

20.8.2 Re-Commit Future Orders

Future commitments are made when the Scheduled Pick Date (PDDJ) in the sales order detail is greater than the calculation of today's date plus the number of days in the Specific Commitment Days field (COMH) in the Branch/Plant Constants. The following fields relate to future commitments:

- SONE - Future quantity committed for F4211
- FCOM - Future quantity committed for F41021
- OTOT - Order amount on F4201 is newly populated when the future order becomes an active sales order
- APRC - Open order amount on F0301 is newly populated when the future order becomes an active sales order

When the Re-Commit Future Orders version of P42995 is run, all the future committed order lines that no longer qualify to be future committed are either soft or hard committed depending upon processing option 2, Hard Commit Future Orders. The processing moves item quantities from the Quantity on future commit field (SONE) to either the Quantity on soft commit (PCOM) or the Quantity on hard commit (HCOM) fields on F41021.

All current committed order lines change to future when necessary, based on the commitment time line. This functions in the opposite direction as well (recommitting future orders to current).

20.8.2.1 Processing options

Again, verify that the processing options are set correctly for the version you are running.

- Processing option 1, Recommitting Future Orders, must be set to blank to ensure that future orders are re-committed.
- Processing option 3, Credit Checking Hold Code, is optional. The credit check functionality will only be executed if there is a Quantity on future commit (FCOM), and the order falls within the date criteria for being re-committed.
- Processing option 4, Future Orders on Hold, is optional. By inserting a hold code the program will put all future orders on hold with that specific hold code.
- Processing option 5, Availability Checking, is optional. If set to 1 the program will perform availability checking, giving the possibility that backorders could be created.
- Processing option 6, Partial Shipments on Hold, is optional. If left blank, no checking for partial orders shipments occur.
- Processing option 7, Inventory Commitment Preference, is optional. Enter a 1 to source sales lines from multiple branches. If left blank, the system uses the branch from the Sales Order Detail line.
- Processing option 8 Reset of Item Commitment Fields, 9 Reset of Order Header Total, and 10 Reset of Open Order Amount must all be set to 1 to ensure that commitments and totals are not re-calculated on F41021, F4201 and F0301 respectively.

20.8.3 What You Should Know About

Topic	Description
Recalculating sales orders that have future commitments	You can set up a separate version of the Repost Active Sales Orders program to recalculate future commitments and print a report that lists each detail line that has future-committed items. This is helpful if you want updated information about future commitments. You can also perform the following, depending on how you set the processing options: ■ Check customer credit limits on future sales orders ■ Hard-commit items on future sales orders ■ Put future sales orders on hold for review ■ Update item quantities in the Item Location table with information from the Sales Order Detail table ■ Update order totals in the Sales Order Heading table with information from the Sales Order Detail table

Topic	Description
Orders not processed by P42995	Orders with the following conditions will not be processed by all versions of the Repost Active Sales Orders program ■ Orders on hold ■ Order lines at a last status of 999 ■ Order lines with kit parent items since they will never have any inventory committed to them ■ Sales Order Header (F4201) records without corresponding Sales Order Detail (F4211) records
Combining versions of Repost Active Sales Orders	As stated above, it is very important that you keep Repost Active Sales Orders and Re-Commit Future Orders as two distinct versions of P42995 and only run them for their specific purpose. As a reminder the following rules should be applied to the permutation of the processing options: ■ If Recommitting Future Orders processing option is blank, then processing options Reset of Item Commitment Fields, Reset of Order Header Total, and Reset of Open Order Amount should be 1. ■ If processing option Recommitting Future Orders is 1, then processing options Reset of Item Commitment Fields, Reset of Order Header Total, and Reset of Open Order should be blank. ■ If processing options Recommitting Future Orders, Reset of Order Header Total, and Reset of Open Order Amount are all blank, then backorders will be added into the system twice.
Item/Location Accumulator Reset - P42994	This program is now obsolete as P42995 performs the same function due to the change in the based-on file from F4211 to F4102 for the repost version.

20.8.4 Processing Options

See Section 65.3, "Repost Sales Orders & Release Future Commits (P42995)."

21

Work with Customer and Sales Information

This chapter contains these topics:

- Section 21.1, "Reviewing Customer Account Information,"
- Section 21.2, "Reviewing Sales Orders,"
- Section 21.3, "Generating Order Status Reports,"
- Section 21.4, "Reviewing Sales Ledger Information,"
- Section 21.5, "Reviewing Delivery Notes,"
- Section 21.6, "Generating Sales History Reports."

You can access information about customer accounts, and open and closed sales orders. For example, you can use the Check Credit program to compare a customer's total accounts receivable and open orders with their credit limit.

You can generate reports to review information about the status of sales orders. You can also access and review sales history information.

21.1 Reviewing Customer Account Information

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Check Credit

You can use the Check Credit program to review information about a customer's account and credit status. You can compare the customer's total accounts receivable and open orders to the customer's current credit limit assigned in the Customer Master table to determine if the credit limit has been exceeded.

The Credit check program can also be accessed by pressing F5 from the Sales Order Entry program.

There are two types of credit checking:

- Credit Limit - The amount setup in the Customer Master is compared against the order amount and any outstanding balances
- Aging - Based on how old your receivables are and what percentage of receivables can be allowed at certain thresholds

When an order is put on hold by the Credit Checking program it will not inform you of which method was actually used to put the order on hold.

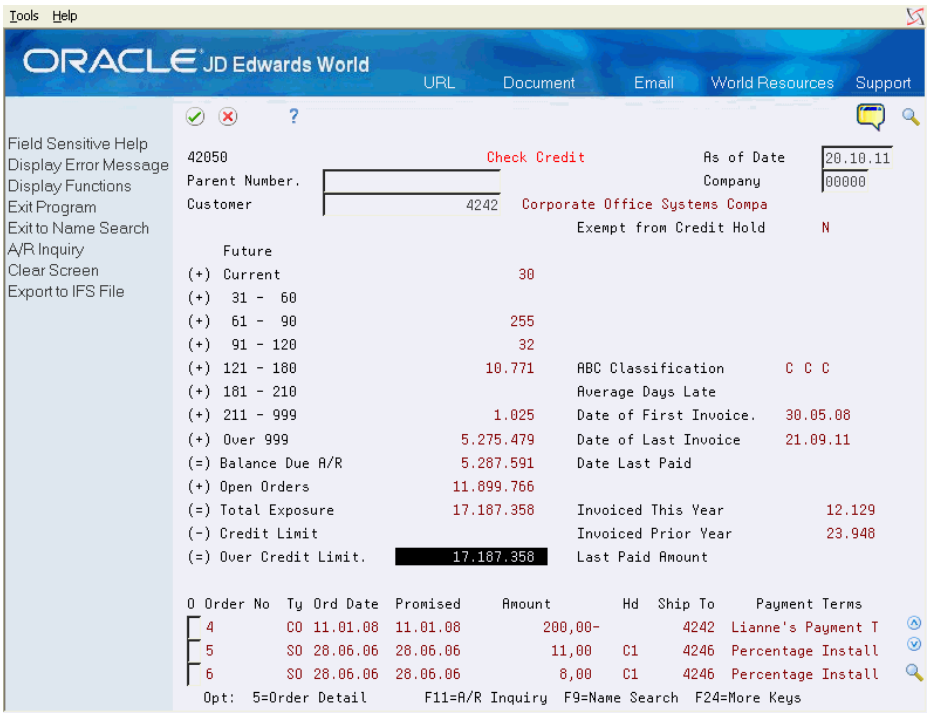
In the Credit Check program you can access the following types of information:

- Accounts receivable (for example, any balances that are currently due)
- Account history (for example, customer ABC ranking, invoice, and payment information)
- Open sales orders (for example, order dates and amounts)

To review customer account information

On Check Credit

Figure 21–1 Check Credit screen



Complete the following required fields and press enter:

- As of Date
- Company
- Parent Number or Customer

A credit message may be displayed below and to the right of the customer's name. These messages are defined in the UDC table (00/CM) and are attached to a customer in the Customer Master Information program (P01053).

A temporary credit message can also be generated for a customer by the Accounts Receivable program Credit Analysis Refresh (P03525).

Field	Explanation
Balance Due A/R	Total amount due after adding the 8 aging buckets plus the Future amount for the particular customer and company displayed This field is updated by the Update Customer Sales program (P42800).

Field	Explanation
Open Orders	Value of open orders for that particular customer across all companies. The system will create the order amount in the field OTOT in the Sales Order Header file (F4201), then it will add up all of the OTOT amounts for a given customer and create the value in APRC in the Customer Master file (F0301).
Total Exposure	Balance Due A/R + Open Orders
Credit Limit	As defined in the Customer Master file (F0301)
Over Credit Limit	Total Exposure - Credit Limit. This field will only be displayed if it is above zero, in which case it will also be highlighted.

21.1.1 Files Details

The Credit Check process references four files. The following tables describe the fields that are either displayed in the credit check program or involved in the calculations:

21.1.1.1 Customer Master (F0301)

Field	Explanation
ABC Classification	A grade that indicates the level of sales activity for a customer or inventory item. This code documents the 80/20 principle (80% of the significant results is attributable to 20% of the business effort). The possible grades are A (best) to F (worst).
Average Days Late	The average length of time, in days, that it takes a customer to pay an invoice. This is automatically calculated through the Recalculate Average Days Late program (P03830).
Date of First Invoice	This is the date of the first invoice for a customer. It is informational only.
Date of Last Invoice	This is the date of the last invoice issue to the customer in Accounts Receivable. It is informational only.
Date Last Paid	The date of the last payment.
Invoiced This Year	This is the amount invoiced year to date since the last A/R Annual Close.
Invoiced Prior Year	The dollar amount of sales for the past year. This is the total of the invoice gross amounts less any taxes. This amount prints on the Buyer's Information Inquiry.
Last Paid Amount	The amount of the most recent payment.

21.1.1.2 Accounts Receivable Ledger (F0311)

Field	Explanation
Future	Aging amount that is due in the future. This field is calculated by the aging subroutine (C0304).
As of Date	The date from which aging buckets are calculated. If left blank it will default to the current date.
Aging buckets	These fields are filled with amounts based on their definition in the Accounts Receivable Constants program (P000903). They are updated by the Customer Sales Update program (P42800). For further details on the setup of A/R aging, see Setting up A/R Aging Information in the *JD Edwards World Accounts Receivable Guide*.

21.1.1.3 Sales Order Header and Sales Order Detail (F4201) and (F4211)

The bottom three lines on the video display all the sales orders for the selected customer that have amounts influencing the credit check calculation.

In order for commitments to be included in the credit check process, they must not have been diverted to the Other Quantity 1 or 2 fields as defined in processing option 47 on Sales Order Entry (P4211). Also, in order to have future committed quantities included, you need to have run the specific Future Commit version of Repost Active Sales Orders (P42995).

Field	Explanation
Promised	The promised delivery date of the order
Amount	The total value of all lines on the order that have not been billed to the customer through Update Customer Sales (P42800).
Hd	Order Hold Code that identifies why the order is on hold.
Payment Terms	A code that specifies the terms of payment, including the percentage of discount available if the invoice is paid within a certain amount of time. Payment Terms are defined in the Payment Terms Revisions program (P0014)

21.1.2 Credit Checking Process

When a customer fails the credit check during order entry, the sales order is put on hold and a record is written to the Held Orders file (F4209)

21.1.2.1 Credit Limit

The test performed for the credit limit check is basically to compare the Total Exposure with the Credit Limit. If the Total Exposure is greater then the Credit Limit then a value is displayed in the Over Credit Limit field signifying that all subsequent orders will be put on hold.

21.1.2.2 Aging Credit Checking

You can also specify that credit checking is based on the percentage of the outstanding balance in accounts receivables. This is defined by order hold code where you designate a percentage of the balance due and a bucket from which the balance will be checked. The idea is that you can ensure that the aged balance from a designated period will never exceed a specified percentage of the current balance due.

Note: The system will allow you to use both Credit Limit and Aging Credit Checking. If an order is entered under the credit limit amount but the aging percent is over, the order will go on hold. Or, if an order is entered and the aging percent is under but the credit limit is over, then the order will go on hold. In both cases the program will assign the credit checking hold code you defined in the processing option, however it will not be recorded which checking method determined the failure.

21.1.3 Setup for Credit Check

In order for credit checking to be activated, the following setup is necessary:

- Customer

- The Credit Limit for a customer is assigned on the Address Book Control Revisions video which is accessed by pressing F2 from the Customer Master Information program (P01053).
- The Credit Check Level field can also be accessed from P01053 by pressing F13 to get to the Billing Instructions program (P4206). This is where you designate whether the credit check is at the parent or child level. On this video you should also set the Exempt from Credit Hold field to N to make sure credit checking is performed by Sales Order Entry and verify that the Billing Address Type field is set to X (Bill-to and Ship-to) or B (Bill-to only),

- Credit Checking Hold Code

  This should de defined in the Order Hold Information program (P42090). Here you can optionally setup the Age From and Allowable % fields if you are going to use Aging Credit Checking.

- Sales Order Entry

  To activate credit checking in Sales Order Entry you must set up a hold code specific to credit checking in processing option 22 of P4211.

21.1.4 What You Should Know About

Topic	Description
Cash Order Processing (Using a C.O.D Payment method to bypass credit checking)	It is possible for a customer to place an order even if they have exceeded their Credit Limit or Aging Percentage. This method is based on C.O.D. (collect on delivery) using a payment instrument of 5. If you enter a payment instrument of 5 the system will know the client is paying cash (because the special handling code is set to 1 in UDC table 00/PY) and bypass the credit checking process. This will allow the customer to maintain business and not increase their debt. **Note:** The Payment Instrument can be set at either the header or the detail level on a sales order.
Future Commitments	If you choose to have inventory future committed, the system will not use credit checking until you run the Re-commit future orders version of Repost Active Sales Orders P42995 to move the future commits to current. No information for these orders will display on the Check Credit screen until this is done.
Credit checking and multi currency	The Check Credit program will always display in the domestic currency of the company. This may necessitate a conversion for customers who operate in a different currency to the company they are attached to.
Account Status Summary	The credit status of a customer can also be viewed in the Account Status Summary program (P03203). Be aware that this program is designed from an Accounts Receivable perspective so you should verify the field descriptions in the data dictionary and look at the processing options before comparing the data with the values in the Sales Order Credit Check program (P42050)

Topic	Description
Credit Release Log	As held orders are released back into the processing cycle, the system logs details such as the order number, customer, release date and the user responsible to an audit file. To review this information you can run the Release Held Orders Audit Report (P42570) which is available from menu G42111 option 23.

21.1.5 Processing Options

See Section 65.5, "Credit Check Processing (P42050)."

21.2 Reviewing Sales Orders

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Customer Service

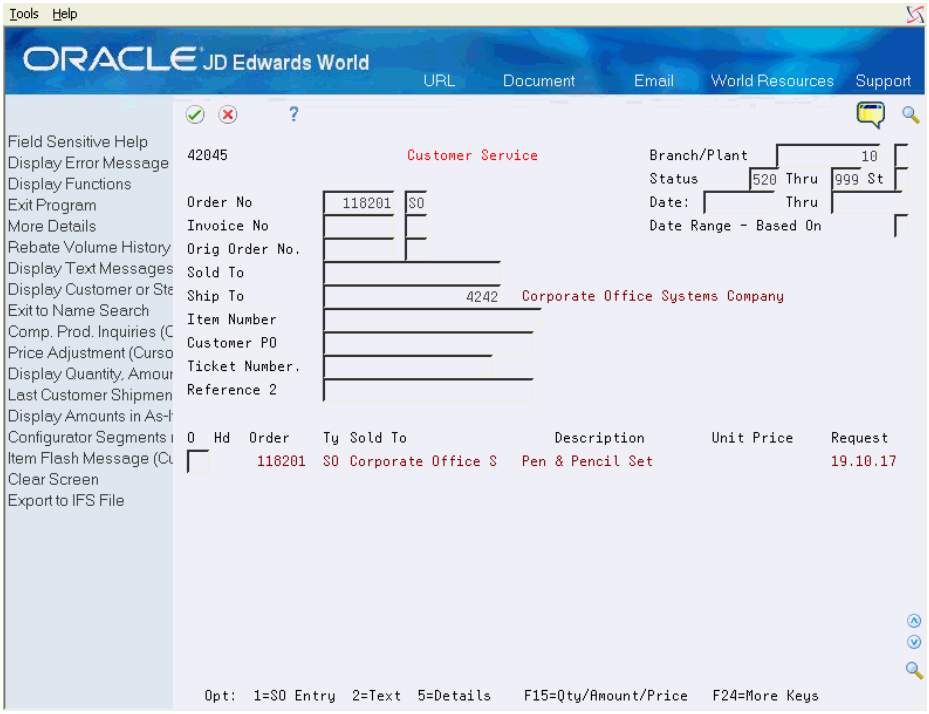
You use the Customer Service program to review sales order, customer, and item information in the Sales Order Detail (F4211) or Sales Order Detail History (F42119) tables. You can review the following information:

- Open sales order information
- Closed sales order information
- Information at the sales order, customer, and item levels

To review sales orders

On Customer Service

Figure 21–2 Customer Service screen



1. To locate a sales order, complete the following fields:
   - Order Number
2. To locate orders based on associated orders, complete the following fields:
   - Invoice Number
   - Original Order Number
   - Original Order Type
   - Customer Purchase Order
3. To locate orders based on customer addresses, complete the following fields:
   - Sold To
   - Ship To
4. To locate orders that are assigned to a scale ticket, complete the following fields:
   - Ticket Number
5. To locate orders based on status, complete the following fields:
   - Status
   - Thru
   - Status Range - Based On
6. To locate orders based on dates, complete the following optional fields:
   - Date
   - Thru
   - Date Range - Based On

Field	Explanation
Document (Order No, Invoice, etc.)	The number that identifies an original document. This can be a voucher, an order number, an invoice, unapplied cash, a journal entry number, and so on.
Original Order Number	The original document number. This can be a voucher, an invoice, unapplied cash, a journal entry number, and so on. Matching document numbers are also used to identify related documents in the Accounts Receivable and Accounts Payable systems. The document number (DOC) is always the original document number. The matching document number (DOCM) is the check, adjustment, or credit to be applied against the original document.

Field	Explanation
Original Order Type	This code defines the order type. It is verified in user defined codes (system 40, type OT). Reserved document types have been defined for voucher entry, invoice entry, receipts entry, and time sheet entry. Because the offsetting entries for document types are created automatically during the post program, they will not be self-balancing on original entry. The reserved document types are: PR – Purchase Requisition Orders PQ – Purchase Quote PO – Purchase Order PD – Purchase Order - Direct Ship PB – Purchase Order - Blanket SQ – Sales Quote SO – Sales Order SD – Sales Order - Direct Ship SB – Sales Order - Blanket

21.2.1 What You Should Know About

Topic	Description
Viewing different formats	You can toggle between several different types of information that displays on this form, including: ■ Customer information ■ Status information ■ Quantity associated with the order ■ Item amount ■ Unit price
Searching by ticket number	If you enter orders in the aggregate format and assign sales orders to scale tickets, you can review ticket information when you search by the ticket number. The system retrieves all orders that are associated to that scale ticket. See Chapter 4, "Work with Detail Information."
Searching with an asterisk	You can use an asterisk (*) as a wildcard character in some fields, such as invoice number and item number, to have the system search on all values for the field. You can enter the first few letters or numbers of the item number followed by an asterisk (*) to locate all items that start with the values that you enter. For example, if you enter 10*, the system displays all numbers that begin with 10.

Topic	Description
Locating order detail information	You can access Order Detail Information to review all of the detail information that is associated with each line of a sales order, such as: ■ Address numbers ■ Order dates ■ Hold codes ■ Prices ■ Messages
Locating additional information	From the Customer Service form, you can choose several options to locate additional types of information that relates to sales orders, such as: ■ Order holds ■ Online invoices ■ Customer credit, billing, and address ■ Item availability ■ Supply and demand ■ Item cross-reference
Import/Export	This program supports Import/Export Functionality. See *JD Edwards World Technical Foundation Guide* for more information.

21.2.2 Processing Options

See Section 65.6, "Customer Service Inquiry (P42045)."

21.3 Generating Order Status Reports

You generate order status reports to review information about open orders, held orders, and backorders.

Complete the following tasks to review the status of sales orders:

- Generate the Open Orders by Item report
- Generate the Open Orders by Customer report
- Generate the Held Orders report
- Generate the Backorders to Fill report

21.3.1 Generating the Open Orders by Item Report

Navigation

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Open Orders by Item

You generate the Open Orders by Item report to review the number of open orders for an item and determine how to fill them using availability information.

This report prints the detail line items within each of your sales orders and sorts the information by item number. It prints the on-hand quantities for each item within a warehouse location.

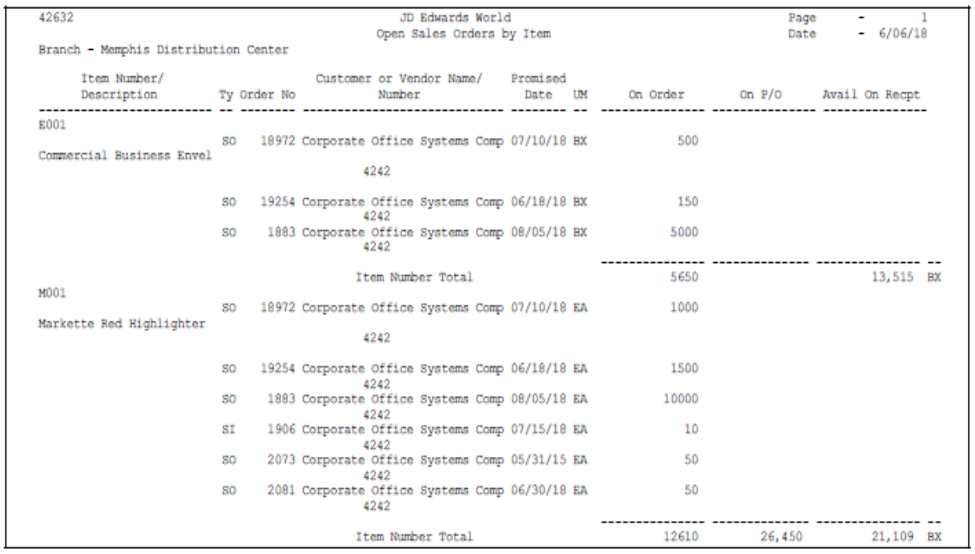
21.3.2 Before You Begin

- Verify that all necessary backorders have been released for processing

See Also:

- Chapter 11, "Work with Order Releases."

Figure 21–3 Open Sales Order by Item report



42632 JD Edwards World Page - 1
Open Sales Orders by Item Date - 6/06/18

Branch - Memphis Distribution Center

Item Number/ Description	Ty	Order No	Customer or Vendor Name/ Number	Promised Date	UM	On Order	On P/O	Avail On Recpt	
E001									
	SO	18972	Corporate Office Systems Comp 4242	07/10/18	BX	500			
Commercial Business Envel									
	SO	19254	Corporate Office Systems Comp 4242	06/18/18	BX	150			
	SO	1883	Corporate Office Systems Comp 4242	08/05/18	BX	5000			
			Item Number Total			5650		13,515	BX
M001									
	SO	18972	Corporate Office Systems Comp 4242	07/10/18	EA	1000			
Markette Red Highlighter									
	SO	19254	Corporate Office Systems Comp 4242	06/18/18	EA	1500			
	SO	1883	Corporate Office Systems Comp 4242	08/05/18	EA	10000			
	SI	1906	Corporate Office Systems Comp 4242	07/15/18	EA	10			
	SO	2073	Corporate Office Systems Comp 4242	05/31/15	EA	50			
	SO	2081	Corporate Office Systems Comp 4242	06/30/18	EA	50			
			Item Number Total			12610	26,450	21,109	BX

21.3.3 Generating the Open Orders by Customer Report

Navigation

From Sales Order Management (Menu Number), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Open Orders by Customer

You generate the Open Orders by Customer report to review the quantity ordered and the quantity available to ship by order lines for outstanding sales orders. You use this report to review the following:

- Orders that have been picked but not shipped
- Orders that have been picked but not billed
- Open orders that exceed the customer's requested ship date

You can generate different versions of this report to review:

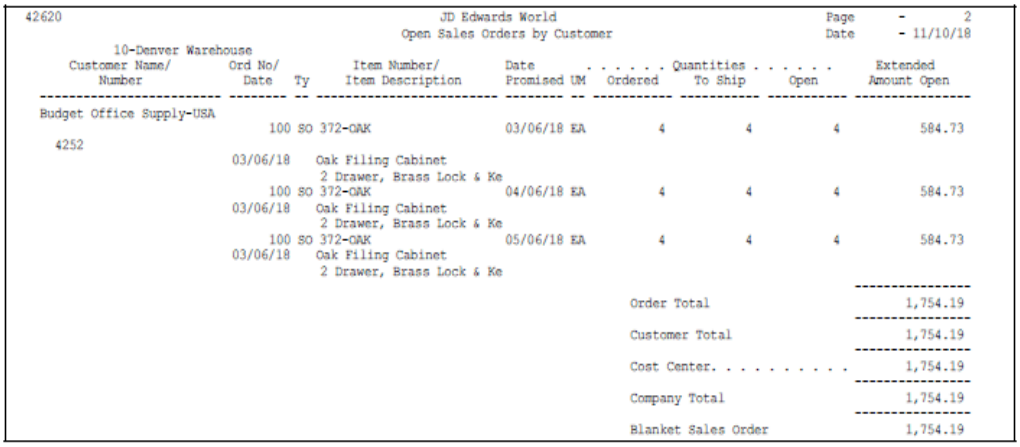
- Open orders and their total amount
- Open orders beyond a specific date
- Open orders for a specific document type or line type

This report includes backordered items if you have set a processing option in sales order entry to create a backorder when inventory is not available. You must release backorders into the order process before generating this report to reflect accurate backorder and open order information.

See Also:

- Chapter 11, "Work with Order Releases."

Figure 21–4 Open Sales Orders by Customer report



42620 JD Edwards World Page - 2
Open Sales Orders by Customer Date - 11/10/18

10-Denver Warehouse

Customer Name/ Number	Ord No/ Date	Ty	Item Number/ Item Description	Date Promised	UM	Quantities Ordered	To Ship	Open	Extended Amount Open
Budget Office Supply-USA									
	100	SO	372-OAK	03/06/18	EA	4	4	4	584.73
4252	03/06/18		Oak Filing Cabinet 2 Drawer, Brass Lock & Ke						
	100	SO	372-OAK	04/06/18	EA	4	4	4	584.73
	03/06/18		Oak Filing Cabinet 2 Drawer, Brass Lock & Ke						
	100	SO	372-OAK	05/06/18	EA	4	4	4	584.73
	03/06/18		Oak Filing Cabinet 2 Drawer, Brass Lock & Ke						
									1,754.19
						Order Total			1,754.19
						Customer Total			1,754.19
						Cost Center.			1,754.19
						Company Total			1,754.19
						Blanket Sales Order			1,754.19

Data Sequence

The following data sequence is mandatory:

- Order type
- Company
- Branch or warehouse
- Customer
- Transaction date
- Order number
- Line number

21.3.4 Processing Options

See Section 65.7, "Open Sales Orders by Customer (P42620)."

21.3.5 Generating the Held Orders Report

Navigation

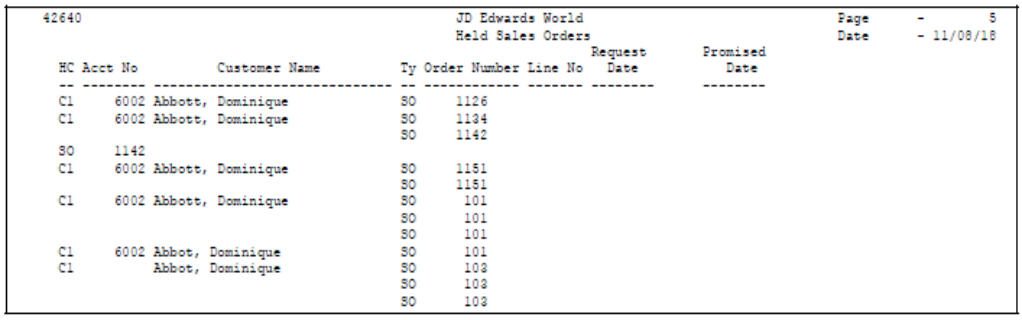
From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Held Orders

You generate the Held Orders report to review a list of all sales orders that are on hold for the following reasons:

- Credit
- Profit margin
- Partial order hold
- Price review

Figure 21–5 Hold Sales Orders report



```
42640                                  JD Edwards World                          Page      -        5
                                       Held Sales Orders                         Date      - 11/08/18
                                                                  Request      Promised
  HC Acct No          Customer Name          Ty Order Number Line No   Date         Date
  -- -------- ------------------------------ -- ------------ ------- --------     --------
  C1     6002 Abbott, Dominique              SO     1126
  C1     6002 Abbott, Dominique              SO     1134
                                             SO     1142
  SO     1142
  C1     6002 Abbott, Dominique              SO     1151
                                             SO     1151
  C1     6002 Abbott, Dominique              SO      101
                                             SO      101
                                             SO      101
  C1     6002 Abbot, Dominique               SO      101
  C1          Abbot, Dominique               SO      103
                                             SO      103
                                             SO      103
```

21.3.6 Generating the Backorders to Fill Report

Navigation

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Backorders to Fill

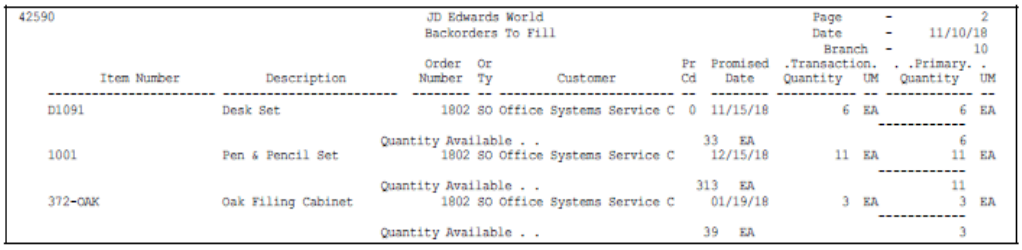
You generate the Backorders to Fill report to review the following information about backordered items:

- Item numbers
- Descriptions
- Item Primary unit of measure
- Backordered quantities
- Quantities available to fill those backorders

What You Should Know About

Topic	Description
Data Selection	You can select to view all backordered quantities, or only those that can be filled, in which case only order lines that can be filled in their entirety will be printed.
Releasing backorders	After you review the Backorders to Fill report, you can locate and release backorders (the orders that have sufficient quantities) on the Release Backorders - Online form. See Section 11.2, "Releasing Backorders Online." You can also run the Release Backorders - Batch program in proof mode to generate a similar report and then use that information to release backorders online. See Section 11.3, "Releasing Backorders in a Batch."
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Tools Guide* for more information.

Figure 21–6 Backorders to Fill report



42590 JD Edwards World Page - 2
Backorders To Fill Date - 11/10/18
Branch - 10

Item Number	Description	Order Number	Or Ty	Customer	Pr Cd	Promised Date	Transaction. Quantity	UM	Primary. Quantity	UM
D1091	Desk Set	1802	SO	Office Systems Service C	0	11/15/18	6	EA	6	EA
		Quantity Available . .				33	EA		6	
1001	Pen & Pencil Set	1802	SO	Office Systems Service C		12/15/18	11	EA	11	EA
		Quantity Available . .				313	EA		11	
372-OAK	Oak Filing Cabinet	1802	SO	Office Systems Service C		01/19/18	3	EA	3	EA
		Quantity Available . .				39	EA		3	

Data Sequence

The following data sequence is mandatory:

- Branch/plant
- Second item number
- Requested quantity
- Priority processing code

21.3.7 Processing Options

See Section 65.8, "Print Backorders to Fill (P42590)."

21.4 Reviewing Sales Ledger Information

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Sales Ledger Inquiry

You can review sales ledger information for any orders that have been processed through the sales order process. You review sales ledger information to track sales orders and determine when an order was entered or printed. You can also use this information for internal audit purposes.

The system writes information to the Sales Ledger table based on the order activity rules. You can determine which status codes will write an entry to the table. For example, you might want to record information to the table during sales order entry, invoicing, and sales update.

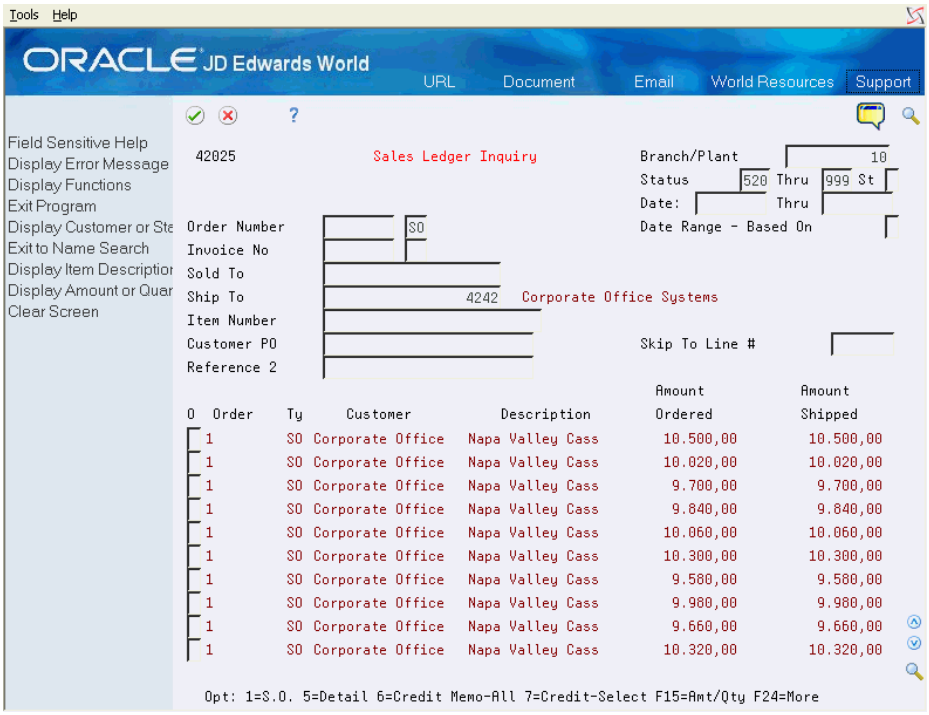
21.4.1 Before You Begin

- Verify that the correct status codes are set up to record an entry in the Sales Ledger table. See Chapter 51, "Set Up Order Activity Rules."

To review sales ledger information

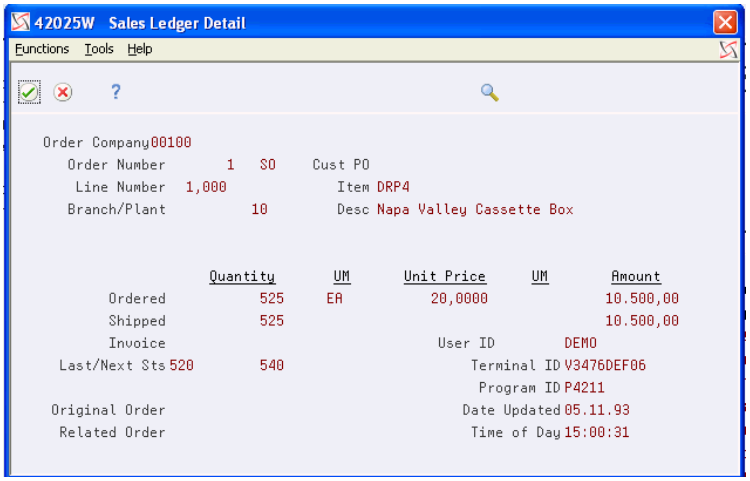
On Sales Ledger Inquiry

Figure 21–7 Sales Ledger Inquiry screen



1. Complete one or more of the following fields:
   - Order Number
   - Order Type
   - Sold To
   - Ship To
   - Item Number
   - Customer PO
2. To limit the ledger items that display, complete the following fields:
   - Branch/Plant
   - Status
   - Thru
   - Status Range - Based On
   - Date
   - Thru
   - Date Range - Based on
3. To review detail information for individual ledger items, access Sales Ledger Detail:

Figure 21–8 Sales Ledger Detail screen



21.4.2 What You Should Know About

Topic	Description
Creating a credit order from history	You can choose an option on Sales Ledger Inquiry to create a credit order for a specific sales order. See Section 12.3, "Entering System-Generated Credit Orders."
Viewing different formats	You can toggle between different types of information that display on the Sales Ledger Inquiry form, including: ▪ Amount ordered and amount shipped ▪ Quantity ordered and quantity shipped You can also toggle between different types of information that display on the Sales Ledger Detail form, including: ▪ Customer information ▪ Status information

21.4.3 Processing Options

See Section 65.9, "Sales Ledger & Credit Orders from History (P42025)."

21.5 Reviewing Delivery Notes

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Delivery Notes Inquiry

You use Delivery Notes Inquiry to review information about items that are transported. Delivery personnel can use delivery notes to compare what they deliver to what they have on the truck. Delivery Notes Inquiry displays records that are created by the Print Delivery Notes program.

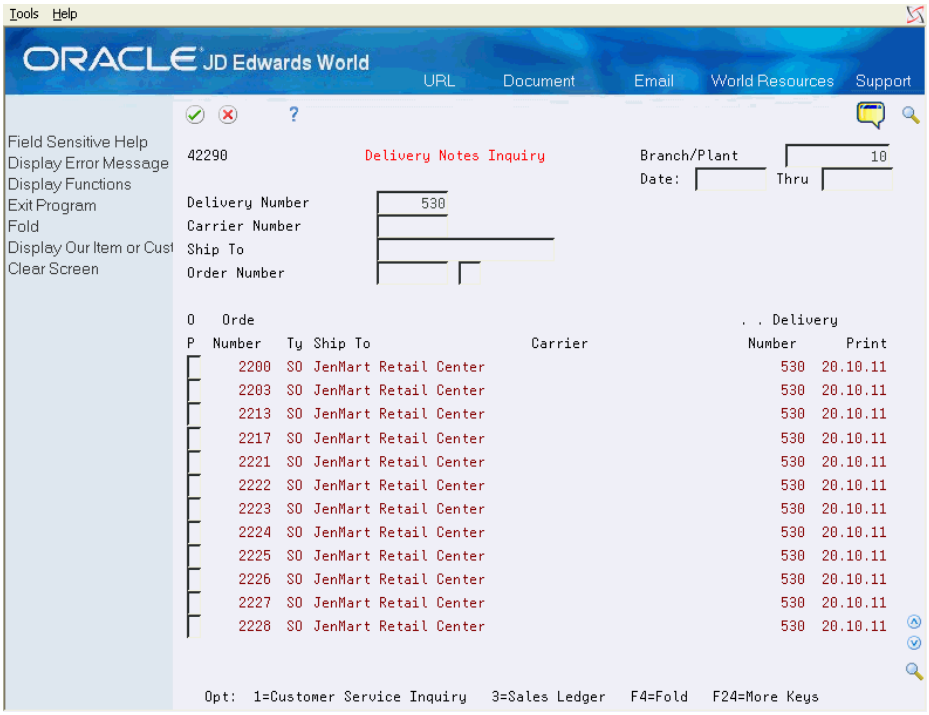
21.5.1 Before You Begin

- Verify that the customer billing instructions for the customer are set up to allow delivery note printing. See Chapter 48, "Set Up Customer Billing Instructions."
- Verify that the Print Delivery Notes program has been run.

To review delivery notes

On Delivery Notes Inquiry

Figure 21–9 Delivery Notes Inquiry screen



1. Complete the following required field:
   - Branch/Plant
2. Complete one or more of the following fields to limit the items that display:
   - Delivery Number
   - Carrier Number
   - Ship To
   - Order Number
   - Order Type

Field	Explanation
Delivery Number	An automatic next number assigned by the system that can be used to track deliveries through the system. This number is assigned during the printing of delivery notes.
Carrier Number	The address number for the preferred carrier of the item. The customer or your organization might prefer a certain carrier due to route or special handling requirements.

21.6 Generating Sales History Reports

You generate sales history reports to analyze sales history and review period-to-date and year-to-date sales amounts. To review sales history, you can:

- Generate the Sales Ledger Detail report
- Generate the Sales Analysis Summary report

21.6.1 What You Should Know About

Topic	Description
Troubleshooting printing problems	The most common reasons why information does not print on these sales reports are: ■ You did not specify the correct status code in the processing options. ■ The order has one or more hold codes. ■ The system did not update the Sales Summary History (F4229) table when you ran the Update Customer Sales program.

21.6.2 Generating the Sales Ledger Detail Report

Navigation

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Sales Ledger Detail

You generate the Sales Ledger Detail report to analyze sales history. Depending on the version of the Sales Ledger Detail report that you choose, you can analyze sales history in the following ways:

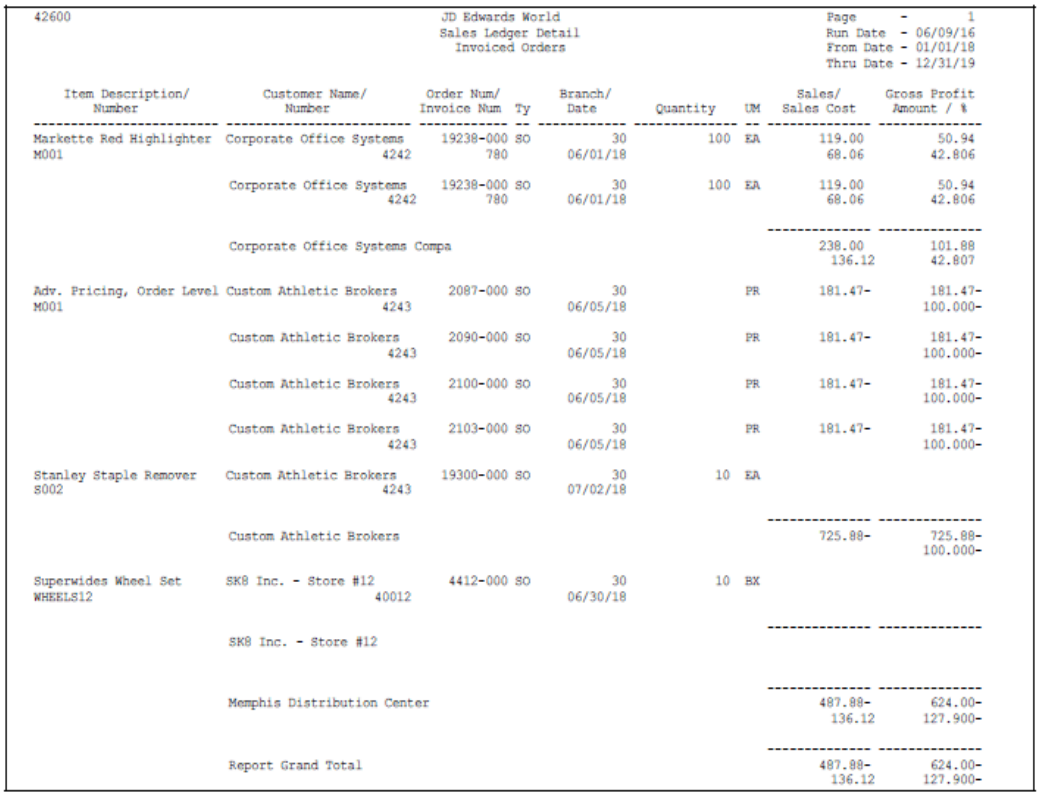
- By order (document) type, such as phone orders, blanket orders, COD orders, and credit orders
- By line type, such as stock sales, non-stock sales, freight, and miscellaneous charges
- By order status, such as shipped, backordered, or cancelled
- By customer, salesperson, or order entry person
- By customer payment terms
- By price amounts

What You Should Know About

Topic	Description
Specifying information for the Sales Ledger Detail report	In the order activity rules, you can specify the steps in the process where the system records entries to Sales Ledger table. See Chapter 51, "Set Up Order Activity Rules."

Topic	Description
Specifying status codes for record selection	Because the Sales Ledger table can contain multiple records for a single order detail line, you must specify either a next or last status code in the data selection for the Sales Ledger Detail report. If you do not specify a status code, the report can overstate historical sales information.

Figure 21–10 Sales Ledger Detail Invoice Orders report



42600 — JD Edwards World — Sales Ledger Detail — Invoiced Orders — Page - 1 — Run Date - 06/09/16 — From Date - 01/01/18 — Thru Date - 12/31/19

Item Description/ Number	Customer Name/ Number	Order Num/ Invoice Num	Ty	Branch/ Date	Quantity	UM	Sales/ Sales Cost	Gross Profit Amount / %
Markette Red Highlighter M001	Corporate Office Systems 4242	19238-000 780	SO	30 06/01/18	100	EA	119.00 68.06	50.94 42.806
	Corporate Office Systems 4242	19238-000 780	SO	30 06/01/18	100	EA	119.00 68.06	50.94 42.806
	Corporate Office Systems Compa						238.00 136.12	101.88 42.807
Adv. Pricing, Order Level M001	Custom Athletic Brokers 4243	2087-000	SO	30 06/05/18		PR	181.47-	181.47- 100.000-
	Custom Athletic Brokers 4243	2090-000	SO	30 06/05/18		PR	181.47-	181.47- 100.000-
	Custom Athletic Brokers 4243	2100-000	SO	30 06/05/18		PR	181.47-	181.47- 100.000-
	Custom Athletic Brokers 4243	2103-000	SO	30 06/05/18		PR	181.47-	181.47- 100.000-
Stanley Staple Remover S002	Custom Athletic Brokers 4243	19300-000	SO	30 07/02/18	10	EA		
	Custom Athletic Brokers						725.88-	725.88- 100.000-
Superwides Wheel Set WHEELS12	SK8 Inc. - Store #12 40012	4412-000	SO	30 06/30/18	10	BX		
	SK8 Inc. - Store #12							
	Memphis Distribution Center						487.88- 136.12	624.00- 127.900-
	Report Grand Total						487.88- 136.12	624.00- 127.900-

21.6.3 Processing Options

See Section 65.10, "Sales Ledger Detail (P42600)."

21.6.4 Generating the Sales Analysis Summary Report

Navigation

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Sales Analysis Summary

You generate the Sales Analysis Summary report to review period-to-date and year-to-date sales amounts and sales margin. The Sales Analysis Summary program retrieves information from the Sales Summary History table.

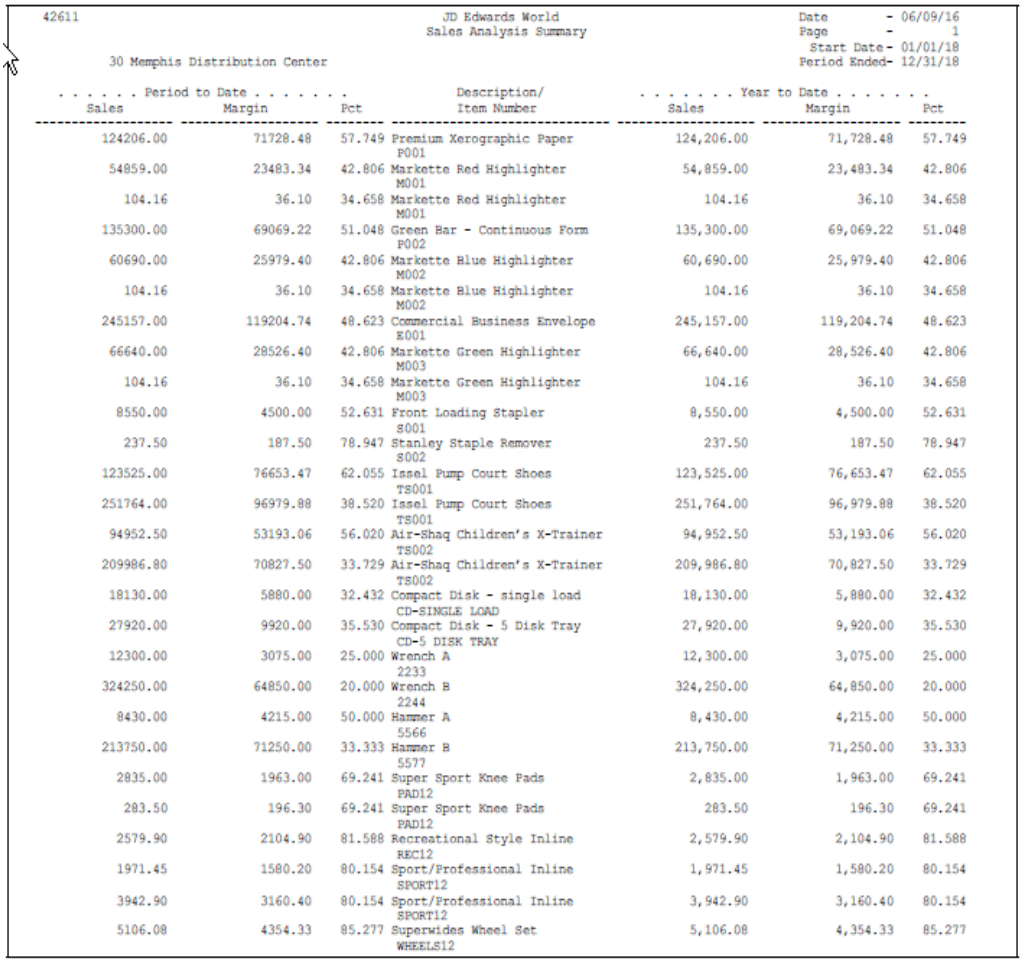
Before You Begin

- Verify that the processing options for the Update Customer Sales program are set to update records in the Sales Summary History table

See Also:

- Section 34, "Update Sales Information."

Figure 21–11 Sales Analysis Summary report



42611 JD Edwards World Date - 06/09/16
Sales Analysis Summary Page - 1
Start Date- 01/01/18
30 Memphis Distribution Center Period Ended- 12/31/18

Period to Date Sales	Period to Date Margin	Period to Date Pct	Description/ Item Number	Year to Date Sales	Year to Date Margin	Year to Date Pct
124206.00	71728.48	57.749	Premium Xerographic Paper P001	124,206.00	71,728.48	57.749
54859.00	23483.34	42.806	Markette Red Highlighter M001	54,859.00	23,483.34	42.806
104.16	36.10	34.658	Markette Red Highlighter M001	104.16	36.10	34.658
135300.00	69069.22	51.048	Green Bar - Continuous Form P002	135,300.00	69,069.22	51.048
60690.00	25979.40	42.806	Markette Blue Highlighter M002	60,690.00	25,979.40	42.806
104.16	36.10	34.658	Markette Blue Highlighter M002	104.16	36.10	34.658
245157.00	119204.74	48.623	Commercial Business Envelope E001	245,157.00	119,204.74	48.623
66640.00	28526.40	42.806	Markette Green Highlighter M003	66,640.00	28,526.40	42.806
104.16	36.10	34.658	Markette Green Highlighter M003	104.16	36.10	34.658
8550.00	4500.00	52.631	Front Loading Stapler S001	8,550.00	4,500.00	52.631
237.50	187.50	78.947	Stanley Staple Remover S002	237.50	187.50	78.947
123525.00	76653.47	62.055	Issel Pump Court Shoes TS001	123,525.00	76,653.47	62.055
251764.00	96979.88	38.520	Issel Pump Court Shoes TS001	251,764.00	96,979.88	38.520
94952.50	53193.06	56.020	Air-Shaq Children's X-Trainer TS002	94,952.50	53,193.06	56.020
209986.80	70827.50	33.729	Air-Shaq Children's X-Trainer TS002	209,986.80	70,827.50	33.729
18130.00	5880.00	32.432	Compact Disk - single load CD-SINGLE LOAD	18,130.00	5,880.00	32.432
27920.00	9920.00	35.530	Compact Disk - 5 Disk Tray CD-5 DISK TRAY	27,920.00	9,920.00	35.530
12300.00	3075.00	25.000	Wrench A 2233	12,300.00	3,075.00	25.000
324250.00	64850.00	20.000	Wrench B 2244	324,250.00	64,850.00	20.000
8430.00	4215.00	50.000	Hammer A 5566	8,430.00	4,215.00	50.000
213750.00	71250.00	33.333	Hammer B 5577	213,750.00	71,250.00	33.333
2835.00	1963.00	69.241	Super Sport Knee Pads PAD12	2,835.00	1,963.00	69.241
283.50	196.30	69.241	Super Sport Knee Pads PAD12	283.50	196.30	69.241
2579.90	2104.90	81.588	Recreational Style Inline REC12	2,579.90	2,104.90	81.588
1971.45	1580.20	80.154	Sport/Professional Inline SPORT12	1,971.45	1,580.20	80.154
3942.90	3160.40	80.154	Sport/Professional Inline SPORT12	3,942.90	3,160.40	80.154
5106.08	4354.33	85.277	Superwides Wheel Set WHEELS12	5,106.08	4,354.33	85.277

21.6.5 Processing Options

See Section 65, "Sales Order Information Processing Options."

22

Work with Billing Information

This chapter contains these topics:

- Section 22.1, "Reviewing Online Invoices,"
- Section 22.2, "Printing Order Acknowledgements."

You can review billing information that doesn't print on the invoice that the customer receives, such as the status of any related orders. This is helpful when you need to provide information to a customer during order entry. You can also review sales orders, including those that have been only partially invoiced, before printing the invoice.

You print order acknowledgements to send to your customer to confirm that you are processing the order.

22.1 Reviewing Online Invoices

Navigation

From Sales Order Management (G42), choose Sales Order Inquiries

From Sales Order Inquiries (G42112), choose Online Invoice

You use the Online Invoice program to review invoice information. The program displays the same information that appears on a printed invoice. You can also access information about an order that has not been invoiced or that has only been partially invoiced.

You can also use Online Invoice to:

- Review open and closed invoice information
- Display the invoice with or without backordered lines
- Review information about shipping conditions, discounts, payment terms, and taxes
- Display estimated billable freight charges
- Review transaction dates of lines within the invoice
- Print a single invoice
- Print Country of Origin or Lot Category Codes

You can set the processing options for the Online Invoice program to display backordered items in the following ways:

- Without quantity and extended price information

- With quantity information only
- With quantity and extended price information

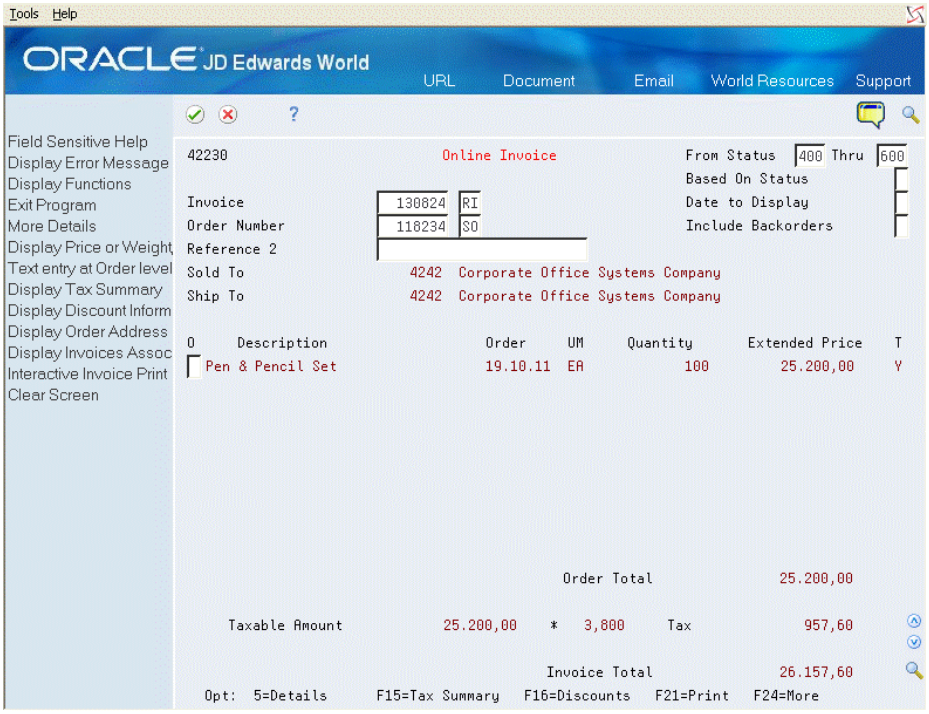
You can also display tax summary information based on one of the following:

- Tax group - Total taxable amount
- Tax area - Tax rate area, such as a state
- Tax authority - Tax authority with jurisdiction in the tax area, such as a county or city

To review online invoices

On Online Invoice

Figure 22–1 Online Invoice screen



1. To locate an invoice, complete one of the following fields:
   - Invoice
   - Order Number
2. To limit your search, complete the following fields:
   - From Status
   - Thru
   - Based On Status
3. Complete the following optional fields:
   - Date to Display
   - Include Backorders

Field	Explanation
Date to Display	A code identifying the type of dates that the system searches for when finding information to display on this form. Valid codes are: blank – Requested date 1 – Transaction/order date 2 – Promised ship date 3 – Original promised delivery date 4 – Actual ship date 5 – Invoice date 6 – Cancel date 7 – General ledger date 8 – Promised delivery date
Include Backorders	Code that specifies whether to include backordered quantities in the calculation of the order total. Valid codes are: blank – Exclude backorders: No backordered quantities display. 1 – Include backorders for calculation of order quantity. 2 – Include backorders for calculation of order quantities and extended prices. The order total is recalculated to include backordered amounts.

22.1.1 What You Should Know About

Topic	Description
Locating invoices within a sales order	If more than one invoice is associated with a sales order, the system displays the Invoice Selection form. You can select the invoice from a list of invoices that are associated with a sales order.
Printing invoices	You can print an invoice from the Online Invoice form. The system uses the version of the Print Invoice that you specify in the processing options. You can enter information in the following fields to override default information from the processing options: ■ Status From ■ Thru ■ Include Backorders
Viewing different formats	You can toggle between two different sets of columns that appear on this form: ■ Quantity and extended price ■ Extended weight and extended volume

22.1.2 Processing Options

See Chapter 65.12, "Online Invoice (P42230)."

22.2 Printing Order Acknowledgements

Navigation

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Acknowledgments

You can print a confirmation of a sales order that you send to your customer. You can include the same information that is on the sales invoice, such as the following:

- Item quantities, including those on backorder or cancelled
- Total price, taxes, and discounts
- Delivery date
- Payment terms
- Associated text, print messages

You usually print order acknowledgements for those order lines that are ready to print on a pick slip. You can print acknowledgements that are on hold. You should set up a separate status code for printing order acknowledgements in the order activity rules. You do this to prevent the system from bypassing the status for printing pick slips. If you do not set up a separate status code, you should set up the processing options for the Print Invoice program to prevent the system from updating the sales order's status after you print the order acknowledgement.

22.2.1 What You Should Know About

Topic	Description
Choosing the information to include	When you print acknowledgements, the system uses a version of the Print Invoice program. You can specify whether the system assigns invoice numbers when you print sales acknowledgements or invoices by the setting the appropriate processing option for each version. You must set the processing options for this program to select the items to include based on status codes.

See Also:

- Chapter 65.13, "Sales Order Invoices Print (P42565),"
- Chapter 51, "Set Up Order Activity Rules."

Figure 22–2 Sales Acknowledgment report

```
                                        JD Edwards World                          Page Number-          1
                                        SALES ACKNOWLEDGMENT                      Date       -  01/03/17
                                                                                   Customer   -      4242
                                                                                   Brn/Plt    -        30
                                                                                   Related PO -
                                                                                   Order Nbr  -  112913 SO
                                                                                   Invoice    -

      Sold To:  Corporate Office Systems Company          Ship To:  Corporate Office Systems Company
                1156 Inverness                                      1156 Inverness
                Denver CO 80239                                     Denver CO 80239
      Tax ID:
      Tax Cert:
-------------------------------------------------------------------------------------------------------------
  Request Date          Customer P.O.                F.O.B.          Ship :
    01/03/17                                                      . Inst :
-------------------------------------------------------------------------------------------------------------
Ln/Rq Dt     Description                  Item Number        UM Ship/Back/Cancel     Price      Extended Price  Tax
-------- ------------------------------ ------------------- -- ------------------ ---------- ---------------- ---
  1.000
       Issel Pump Court Shoes          TS001               PR S              1       10.0000           10.00   Y
01/03/17                                                                          Per   PR
                                                                                  Sales Tax     Total Order
-------------------------------------------------------------------------------------------------------------
Terms  Net 30 Days              Net Due Date 02/02/17          Tax Rt  3.800          .38           10.38
```

22.2.2 Processing Options

See Chapter 65.13, "Sales Order Invoices Print (P42565)."

Part IV

UCC 128 Compliance

This part contains these chapters:

- Chapter 23, "Overview to UCC 128 Compliance,"
- Chapter 24, "Understand UCC 128 Compliance,"
- Chapter 25, "Set Up UCC 128 Processing,"
- Chapter 26, "Process Shipments."

23

Overview to UCC 128 Compliance

This chapter contains these topics:

- Section 23.1, "Objectives,"
- Section 23.2, "Overview."

23.1 Objectives

- To understand the requirements of UCC 128 Compliance
- To set up the features and functions that allow you to process orders that conform to UCC 128 compliance
- To process shipments according to your customer's preferences

23.2 Overview

To reduce cycle times, limit inventory and increase profitability, most large retailers require that their suppliers receive electronic purchase orders and send electronic invoices.

The Uniform Code Council (UCC) in the United States, the Electronic Commerce Council of Canada (ECCC) and the EAN (outside the United States and Canada) have established standard identification and information transmission procedures. These standards, UCC 128 Compliance, facilitate uniform product identification and the exchange of shipment information between suppliers and customers (retailers).

Suppliers are contributing to the automation process by providing Advanced Ship Notices to their customers and by bar coding shipments using UCC 128/EAN serialized shipping container labels. The ASN is actually an EDI document that identifies what and how specific items are to be shipped. When the goods arrive at the retailer, they are automatically received as their shipping labels are scanned. During this receipt process, the system will match the received goods to the ASNs generating internal transaction records.

UCC 128 Compliance includes the following topics and tasks:

- Understanding UCC 128 Compliance
- Setting up UCC 128 processing
- Processing shipments

24

Understand UCC 128 Compliance

This chapter contains these topics:

- Section 24.1, "Overview,"
- Section 24.2, "UCC Identification Codes,"
- Section 24.3, "Bar Code Labels,"
- Section 24.4, "Shipping Labels,"
- Section 24.5, "EDI Transmissions."

To reduce cycle times, limit inventory and increase profitability, most large retailers require that their suppliers conform to UCC 128 Compliance procedures. Standard identification and communications procedures ensure that the distribution process remains efficient for the supplier and the retailer.

24.1 Overview

To adapt UCC 128 Compliance practices, suppliers and retailers adopt the following standard procedures:

Item	Description
Identification codes	The defined structure for each code.
Bar code labels	Fixed or variable codes that are used to encode information for a single product unit, a consumer pack, or a collection or packages for shipment.
Shipping labels	Shipping labels that follow a specific standard, the UCC Common Label. This standard sets up specific label segments and the information that is contained in each segment.
EDI (Electronic Data Interchange)	The exchange of structured machine-readable information over a telecommunications network.

The benefits to large retailers are:

Benefit	Description
Improved sales	By reducing warehouse cycle time, retailers can get their products on the shelf much earlier. For example, a retailer can increase the sell-through revenue by displaying the product to the customer a week and a half earlier.

Benefit	Description
Reducing safety stock	By receiving information on shipments prior to arrival, companies can react more quickly to shortages and less safety stock is needed.
Increased forecasting accuracy	Retailers are able to measure lead time of shipments, which can contribute to reduced safety stocks.
Reduced receiving costs	When the shipping label is scanned, the retailer can collect bar coded data faster than manual key entry. Scanning shipping labels is not as labor-intensive and there are fewer errors and omissions than in manual data entry.
Improved warehouse management	By having better shipping statistics and reducing warehouse cycle time, retailers can plan floor space and labor schedules.

The benefits for suppliers to adopt UCC 128 Compliance practices are:

Benefit	Description
Improved cash flow	By reducing the payment cycle times with retailers, suppliers can reduce borrowing requirements and improve cash flow.
Improved sales	Retailers penalize those suppliers that cannot adopt UCC 128 Compliance practices. Typically, this is a per transaction penalty to the supplier. If the supplier cannot adopt UCC 128 Compliance practices within a given time frame, the supplier can lose their business with the retailer.

24.2 UCC Identification Codes

Each company can assign product identification codes. The Uniform Code Council (UCC), the Electronic Commerce Council of Canada (ECCC) and the EAN (outside of Canada and the United States) assign member companies the company identification. In the company identification codes, the first digit is the region code. For North America, the region code is "0." Therefore, the company identification can be seven digits if you include the first digit, "0." Because each UCC code contains the company number, all numbers are unique.

The following are the three key UCC identification codes:

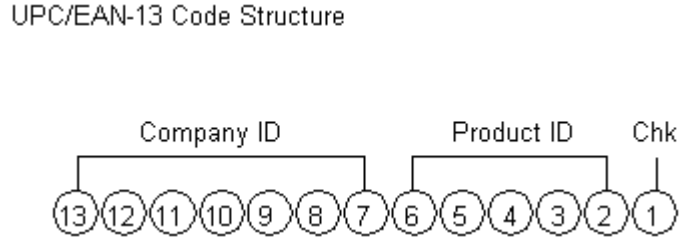
- A product (UPC and EAN-13 codes)
- A container of product (SCC-14 and EAN-14 codes)
- A transaction that contains multiple containers and/or products (SSCC-18)

24.2.1 Universal Product Code (UPC)

Each company can assign the Universal Product Code (identified as UPC in North America and EAN-13 outside of North America) to a "consumer unit" or the lowest saleable unit for a specific product. For example, a can of soda would have the UPC identification on the can because it can be sold individually. The UPC code is a fixed code that identifies one unit of a specific product.

The following graphic illustrates the structure of UPC code.

Figure 24–1 UPC Code Structure



The code is made up of the following:

- A single-digit check character
- A 5-digit Product ID assigned by the company.
- A 7-digit company (or manufacturer) ID that is assigned by the UCC/EAN. For North American companies, the company ID is represented by only 6 characters, since the leading 7th digit is always 0 and can be left off the code.

Typically, a company will maintain its own product identification codes for internal use but will cross-reference the internal product identification codes to the UPC code.

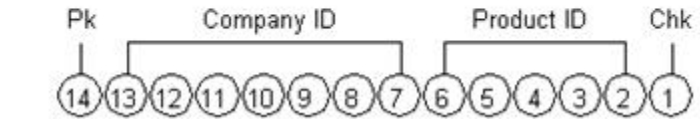
24.2.2 Shipping Container Code (SCC)

Companies assign the Shipping Container Code (identified as the SCC-14 in North America and EAN-14 outside of North America) to an "intermediate pack" for a specific product. For example, cans of soda are sold in various configurations. One possible configuration is four six-packs in each case. Therefore, the case would have an intermediate pack identifier (SCC-14) on it.

The Shipping Container Code, like the UPC, is a fixed code that identifies the specific number of consumer packs of a specific product. The SCC code on the case of soda represents four consumer packs, each with six sodas or a total of 24 sodas.

The following graphic illustrates the structure of SCC-14 code:

Figure 24–2 SCC-14 Code Structure



The code is made up of the following:

- A single-digit check character
- a 5-digit Product ID assigned by the company.
- A 7-digit company (or manufacturer) ID assigned by the UCC/EAN.
- A single digit Packaging Indicator that identifies the packaging. This identifier is assigned by the company and may vary from product to product. This identifier is fixed and has the following values:
  - 0 indicates that the Product ID on the SCC is not the same as the product identification on the UPC codes contained within the package.

- 1 - 8 indicates company-defined packaging. For example, for soda, a 1 might mean a case containing six packs and a 2 might mean a case containing 12-pack boxes.
- 9 indicates that the amount of product inside the package varies from package to package even though there is the same product identification in the UPC codes of the consumer pack contained within the package.

In the JD Edwards World system, an SCC code is equivalent to an item code for a specific unit of measure. For any item, there would be one UPC code but several SCC codes.

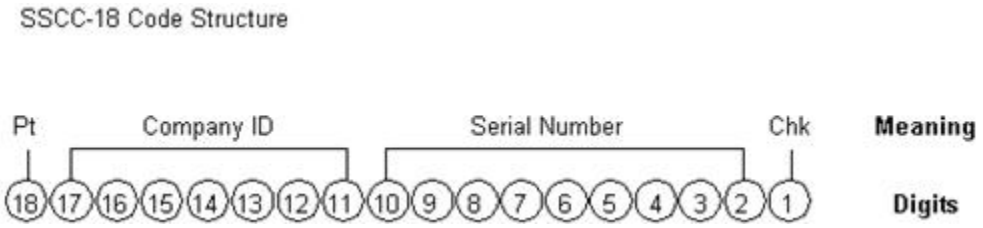
24.2.3 Serial Shipping Container Code (SSCC)

Serial Shipping Container Code (SSCC-18) is a unique serial number that is assigned to cartons or shipping containers including entire truck loads or shipments.

The SSCC code is a variable code that can be a hierarchical structure of SCCs and UPCs that are represented by a single SSCC. The code is a key to a database record that contains what is under that number. For example, an SSCC may be put on a pallet that has 10 cases of soda and 10 cases of juice.

The following graphic illustrates the structure of SSCC-18 code:

Figure 24–3 SSCC-18 Code Structure



The code is made up of the following:

- A single digit check character
- A 9-digit serial number that identifies the shipping method that is assigned by the company
- A 7-digit company (or manufacturer) ID that is assigned by UCC/EAN.
- A single digit packaging type. This identifier is fixed and has the following values:
  - 0 indicates the shipping container is a case or carton.
  - 2 indicates that shipping container is a pallet (larger than a case).
  - 3 indicates the shipping container is undefined.
  - 4 indicates the shipping container that is used internally for intra-company use.
  - 5 - 9 are reserved for future use.

24.3 Bar Code Labels

Bar codes are machine-readable symbols that are used to encode information on physical product, intermediate packages and collections of packages for shipment.

24.3.1 Bar Code Labels for UPC/EAN-13

The UPC symbology has different formats, depending on your business needs:

Figure 24–4 Sample UPC Bar Code

- UPC-A: A format that displays all 12 or 13 digits.
- UPC-E: A format that compresses the 12 or 13 digit numbers to eight by removing zeroes from the number. Although this version displays only eight digits, when it is scanned and decoded by the bar reader, the transmission includes all digits to the computer.

24.3.2 Bar Code Labels for SCC-14/EAN-14

The Shipping Container Code has different formats, depending on where you print the label and the information that you want to include. For example, you can use the ITF format if you print the bar codes on corrugated cartons. You might want to use the UPC/EAN-128 if you encode an Application Identifier (AI) prefix. An AI prefix is important when scanning multiple bar codes on a shipping label as they allow the scanner to identify what the encoded number represents.

- Interleaved 2-of-5 (ITF): This format encodes the 14 digits and is often used on corrugated cartons because it can be printed more reliably than UPC/EAN-128.

Figure 24–5 Sample Interleaved 2-of-5 (ITF) Bar Code

- UPC/EAN 128: This format encodes the 14 digits of the SCC and an Application Identifier (AI) prefix.

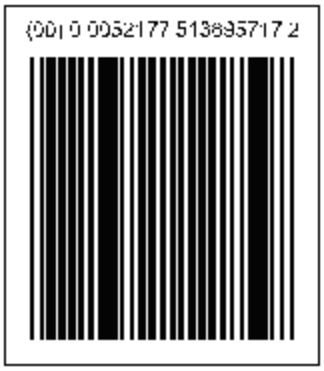
Figure 24–6 Sample UPC/EAN 128 Bar Code

24.3.3 Bar Code Labels for Serial Shipping Container Code (SSCC-18)

The Serial Shipping Container Code is encoded with the UPC/EAN-128 standard. This standard encodes both the 18 digits of SSCC-18 code and an Application Identifier (AI) prefix. The AI identifies the type of information that is encoded. An AI of 00 identifies the bar code as a SSCC-18.

The SSCC is the label that is affixed to the shipment, the pallet, or a container. It may be applied as the shipment is being assembled or at the dock as the shipment is being loaded for transport to the customer.

Figure 24–7 Sample SSCC-18 Bar Code

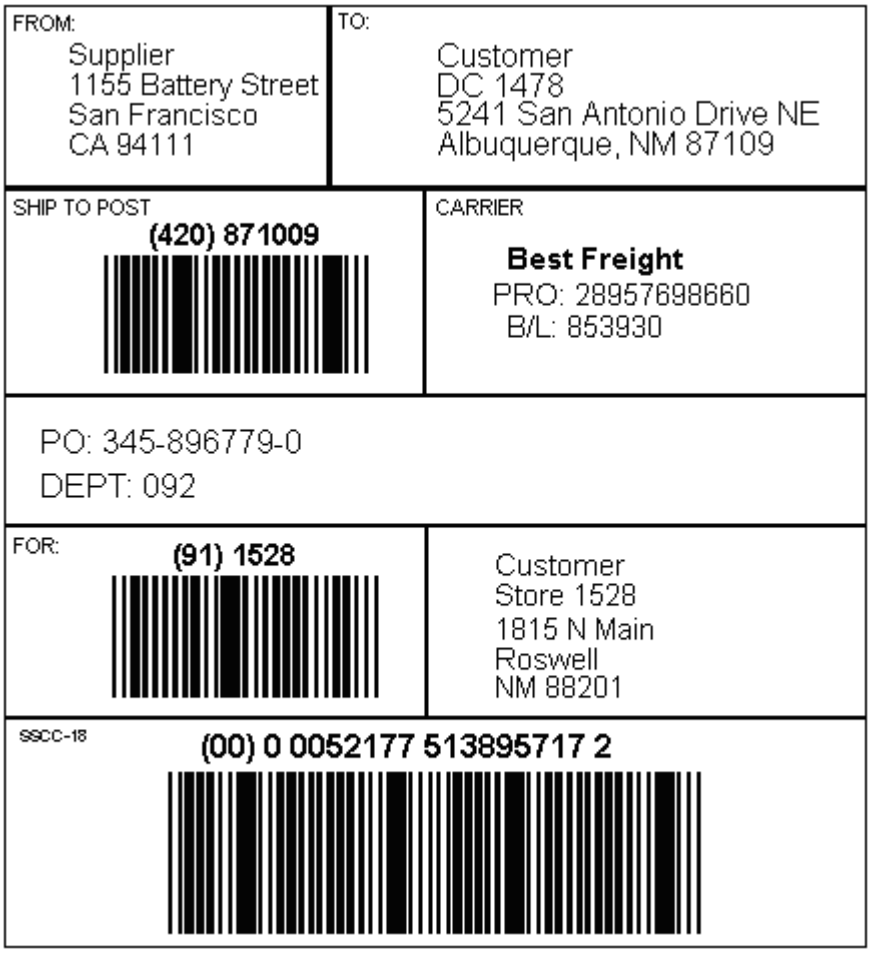


24.4 Shipping Labels

Although they can vary in size, shape, and content, shipping labels follow a specific standard, the UCC Common Label. This standard setup specific label segments and defines the type of information that is contained in each segment.

The following graphic illustrates an example of a shipping label.

Figure 24–8 Shipping Label Example



The following table illustrates each segment and the information contained in each:

Figure 24–9 Segments and the Information Contained in Each

<table>
<tr><td>Zone A - Ship From

Contents: The Ship From name and address

Characteristics: Conditional for full trailer shipments, mandatory for other shipments</td><td>Zone B - Ship To

Contents: Ship To name and address

Characteristics: Conditional for full trailer shipments, mandatory for other shipments</td></tr>
<tr><td>Zone C - Carrier Routing Bar Code

Contents: Ship To postal code or PRO Number bar code

Characteristics: Conditional</td><td>Zone D - Carrier

Contents: Carrier Name, SCAC Bill of Lading Number, PRO Number Carrier Assigned Packaged ID, Carrier Assigned Shipper ID

Characteristics: Conditional</td></tr>
<tr><td colspan="2">Zone E - Trading Partner Data

Contents: The agreed-upon data for the trading partners. Both bar code and text data can appear in this zone. For example, you can enter purchase order numbers, serial numbers, and product numbers.

Characteristics: Optional</td></tr>
<tr><td colspan="2">Zone F - Trading Partner Data

Contents: This is the agreed-upon data for the trading partners. This data is supplemental to the data that is in Zone E.

Characteristics: Optional</td></tr>
<tr><td>Zone G - Final Destination Code

Contents: Can be large human-readable location number or bar code. For example, you can use this zone for the Mark-For number.

Characteristics: Conditional</td><td>Zone H - Final Destination Code

Contents: The Final Destination ID, Mark-For name and address

Characteristics: Conditional</td></tr>
<tr><td colspan="2">Zone I - SSCC-18 Bar Code

Contents: The Serial Shipping Container Code

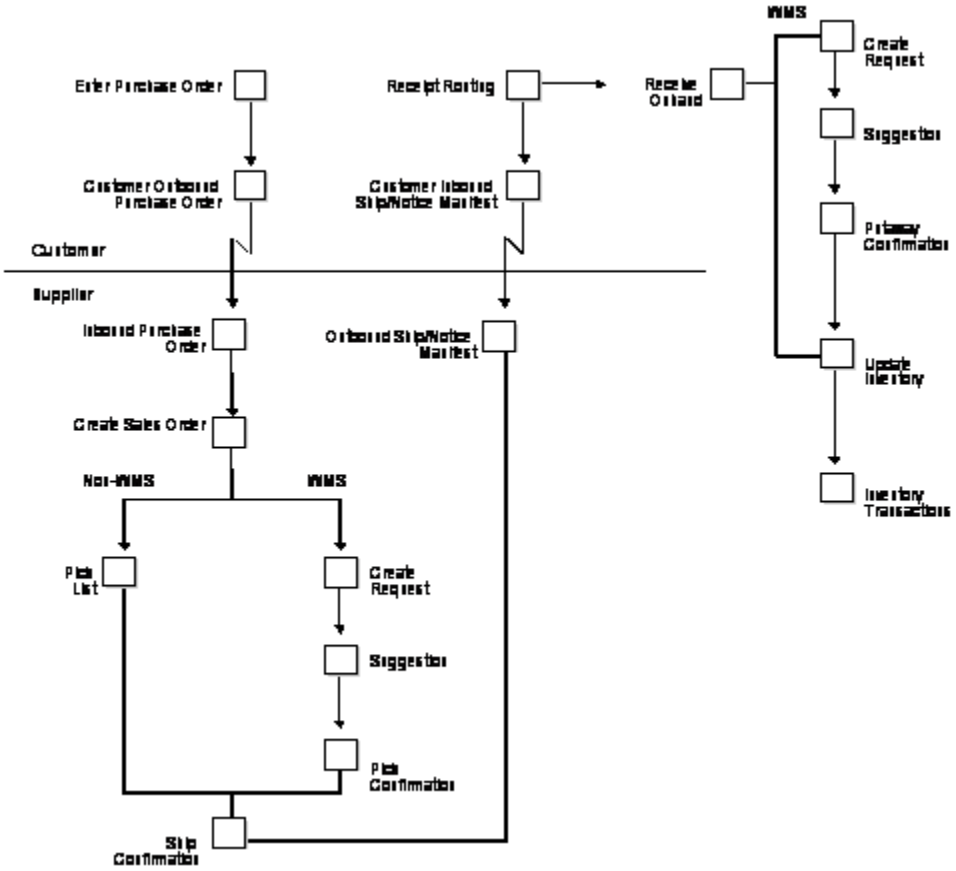
Characteristics: Mandatory</td></tr>
</table>

24.5 EDI Transmissions

The JD Edwards World integrated system depends on accurate data flow from one process to another. You can transmit order and shipment detail information electronically between the supplier and the customer.

The following graphic illustrates the process and identifies EDI transmissions.

Figure 24–10 EDI Transmissions and Process



See Also:

- About EDI Document Transmission in the *JD Edwards World Electronic Commerce Guide*.

25

Set Up UCC 128 Processing

This chapter contains these topics:

- Section 25.1, "Setting Up Customer Information,"
- Section 25.2, "Setting Up Item Identifiers for UCC 128 Processing."

To process orders that comply to UCC 128 specifications, you must set up customer and item information. For example, you can define customer preferences for transmitted information and standard identification codes for your products.

25.1 Setting Up Customer Information

You must set up customer specifications that are maintained for UCC 128 Compliance. These specifications might include the customer-specific format for transmitted information and additional UCC 128 processing information, such as transportation equipment, routing, and reference numbers.

Setting up customer information includes the following tasks:

- Assign Customers to EDI Processing File Revisions
- Set up hierarchical configurations
- Set up ship/notice manifest requirements

25.1.1 Setting Up EDI Processing File Revisions

Navigation

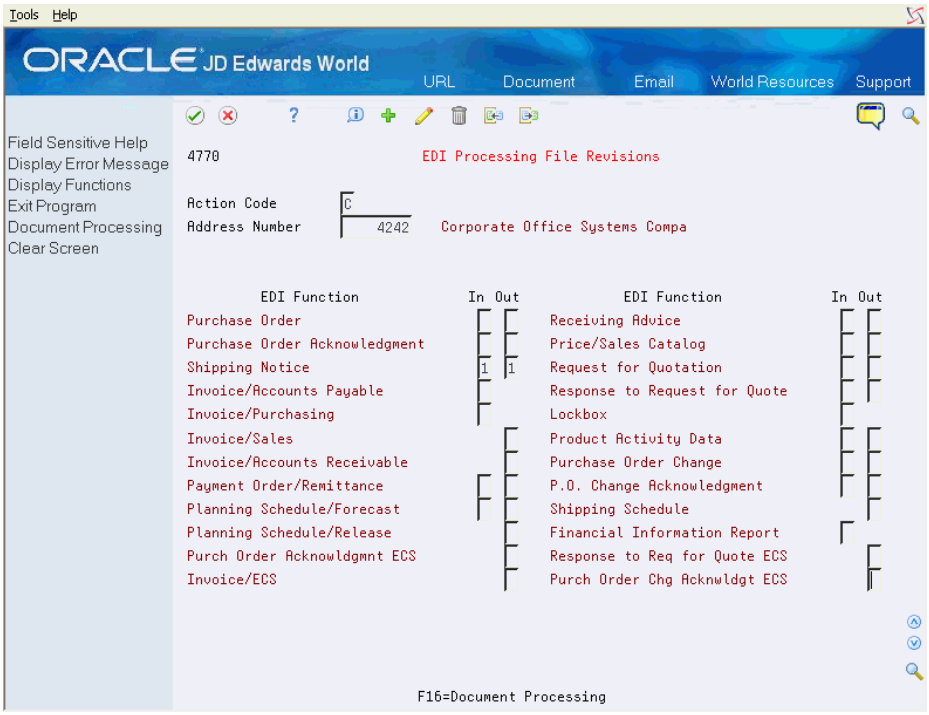
From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Customer Billing Instructions

From Customer Billing Instructions, press F15 to access the EDI Processing File Revisions program (P4770)

On this video you are able to specify which EDI transactions apply to each of your customers. For example, you can indicate whether a customer is eligible to receive ASNs.

Figure 25–1 EDI Processing File Revisions screen



To indicate that a customer is eligible to receive Inbound ASNs, flag the ED (inbound) field next to the Shipping Notice transaction.

You are not required to specify applicable EDI transactions for each of your customers. Instead, you can use processing options for the outbound ASN program (P47032) to indicate whether to edit against this processing control information.

25.1.2 Setting Up Hierarchical Configurations

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Hierarchical Confg Definition

When you transmit order information, you can establish a format that relays the information about the shipment, the orders within the shipment, and the items within the order. You define hierarchical configurations to transmit information that meet your customer's needs.

You can set up any structure based on your business needs. The following are examples of hierarchical structures:

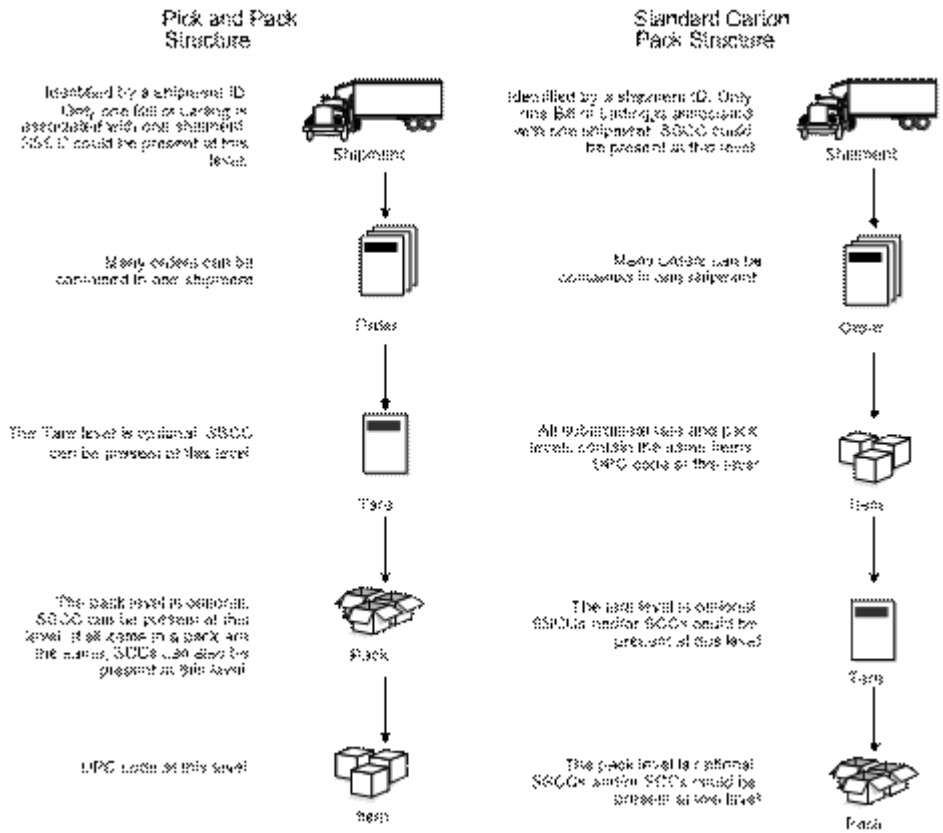
Structure	Description
Pick and Pack	This is the most flexible configuration because you can combine products at the tare and pack levels.
Standard Carton Pack	Within this configuration, there can only be one UPC present in subordinate tare and pack levels.

Within the configurations, you can define hierarchies based on the customer preferences. The following are examples of configuration levels:

Level	Description
Shipment (S)	There can only be one Shipment level in each transaction set that is transmitted. This contains information such as the bill of lading number, ship to, and sold from information.
Order (O)	This level contains information related to the supplier's sales order and the customer's purchase order.
Tare (T)	This optional level contains information related to pallets and other large product collections.
Pack (P)	This optional level contains information related to intermediate packs.
Item (I)	This level contains information about the product that is shipped, such as UPC number and quantity.

For example, one customer may need shipment/order/item information, in that order, while another may prefer shipment/order/tare/pack/item information, in that order. You define hierarchical configurations to transmit information that meet your customer's needs.

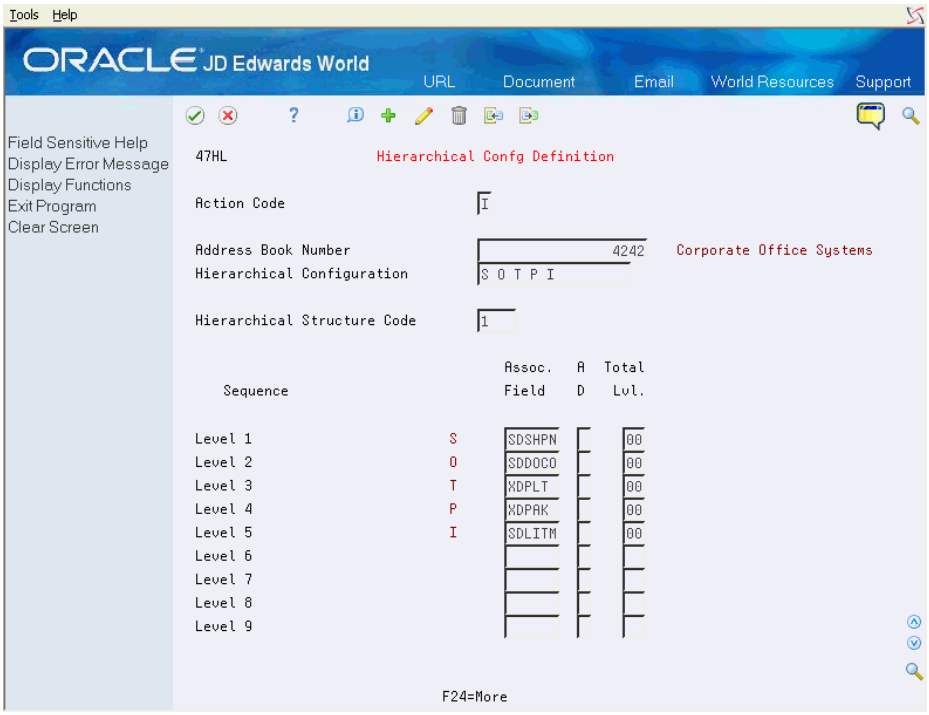
Figure 25–2 Hierarchical Configuration Samples



To set up hierarchical configurations

On Hierarchical Configuration Definition

Figure 25–3 Hierarchical Configuration Definition screen



1. Complete the following fields:
   - Address Book Number (optional)
   - Hierarchical Configuration
   - Hierarchical Structure Code
2. Complete the following fields for each level:
   - Associated Fields
   - Sequence (Ascending/Descending)
   - Level of Totaling

Field	Explanation
Hierarchical Configuration	The EDI 856 transaction set hierarchy configuration codes that specify the levels present in the Ship Notice/Manifest. This field is made up of a combination of 2 character Hierarchical Level Codes (values from the X12 specification for data element 735 - Hierarchical Level Code). There can be up to 9 combinations of HLCs in this field.
Hierarchical Structure Code	A code indicating the hierarchical application structure of an EDI transaction set that utilizes the HL segment to define the structure of the transaction set.

Field	Explanation
Sequence (A/D)	A code to designate sorting sequence as ascending or descending. The following codes apply: A – Ascending D – Descending **Note:** For use within OPNQRYF command to designate the UNIQUEKEY parameter. The number of key sequence fields specified with the following codes represent the number assigned to the UNIQUEKEY parameter. This parameter eliminates duplicate records for the specified keys. U – Ascending V – Descending
Level of Totaling	A level break, not to be confused with Account Master or Business Unit Master level of detail concept (see LDA and LDM respectively). You may specify the level of totaling that you wish to place on this field. Up to 9 levels of totals are permissible. If levels of totals are not specified in an order consistent with the sequence parameters, unpredictable results will occur. For example: Level 01 - Department Totals - Sort Sequence 03 Level 02 - Branch Totals - Sort Sequence 02 Level 03 - Division Totals - Sort Sequence 01 Level 10 - Grand Totals If you specify the same totaling level on more than one data field, you must enter a 1 in the 1st position of total level for all secondary fields. For example: Level 01 - Business Unit (description comes from here) Level 11 - Object (description ignored) Level 11 - Subsidiary (description ignored)

The system uses the configuration definition you set up for a customer to determine the data sequencing used for the Advanced Ship Notice Extraction program (P47032).

To define a configuration, you must indicate which file field corresponds to each level in the configuration. For example, if the configuration is S O T P I (shipment, order, tare, pack, item), SDSHMT represents the shipment number, which is the field in the F4211 that contains the shipment number for an order line. SDDOCO is the field in the F4211 that contains the order number. XDPLT is the field in the F4216 that contains the Tare number for a shipment. SDLITM is the field in the F4211 that contains the item number.

You can use one of two fields to define the pack level, depending on how you ship to the customer. If you use a pick and pack configuration, you use XDPAK, since this is the field in the F4216 that contains serialized pack numbers. If you use a standard carton configuration, you use XDSCCN, which contains the SCC number.

You can define configurations by address number, or you can enter zero in the address book field to indicate that a particular configuration definition is applicable to all address numbers.

When you enter a shipment header record on the Shipment Entry program (P4215) or run the Shipment Edit program (P42071), the system checks for a definition set up for the trading partner address and configuration applicable to the shipment. If a definition is not set up for the trading partner address, the system checks for a definition assigned to the zero address number. If neither exists, the system generates an error message.

See Also:

- Section 26.1, "Preparing the Shipment."

25.1.3 Setting Up Ship Notice/Manifest Requirements

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Customer Master Information

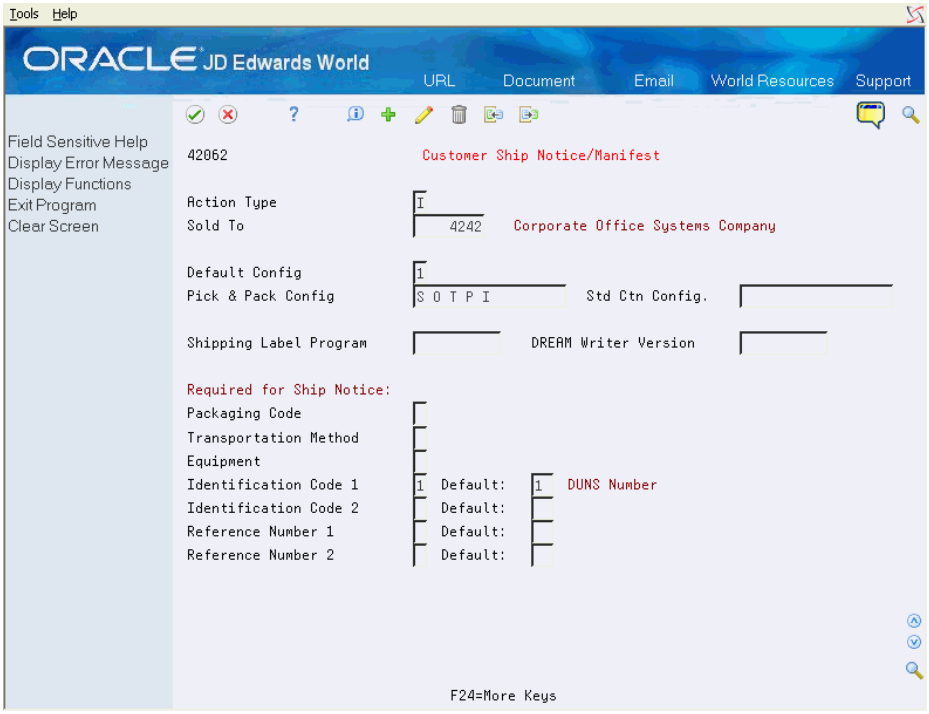
You can assign the hierarchical configuration according to your customer's requirements. For example, you can specify additional UCC 128 information, such as transportation equipment, routing, and reference numbers.

To set up ship notice/manifest requirements

On Customer Master Information

1. Complete the steps to Set Up Customer Master Information.
2. To access customer billing instructions, press F13.
3. To access Customer Ship Notice/Manifest Revisions, press F17 on Customer Billing Instructions.

Figure 25–4 Customer Ship Notice/Manifest screen



4. On Customer Ship Notice/Manifest, complete the following required fields:
   - Default Configuration
   - Pick and Pack Configuration or Standard Carton Configuration
5. Complete the following optional fields:
   - Shipping Label Program
   - Packaging Code
   - Transportation method
   - Equipment
   - Identification Code 1 and Default
   - Identification Code 2 and Default
   - Reference Number 1 and Default
   - Reference Number 2 and Default

Field	Explanation
Default Configuration	The default configuration (either Pick and Pack or Standard carton) required by a customer. 1 – Pick and Pack Configuration is the default 2 – Standard Carton Configuration is the default
Pick and Pack Config	The default Pick and Pack configuration required by a customer.
Std Ctn Config.	The default Standard Carton Pack configuration required by a customer.
Shipping Label Program	The name of the program that will be used to print shipping labels for a customer.
Packaging Code (Required for Ship Notice)	A flag indicating whether a packaging code is required for this customer.
Transportation Method (Required for Ship Notice)	A flag indicating whether a transportation method is required for this customer.
Equipment (Required for Ship Notice)	A flag indicating whether an equipment code is required for this customer.
Identification - Code 1 (Required for Ship Notice)	A flag indicating whether an id code 1 is required for this customer.
Reference Number 1 (Required for Ship Notice)	A flag indicating whether a reference number 1 is required for this customer.

You set up a default hierarchical configuration to indicate how shipments are configured to the customer. The default can be a pick and pack configuration, which allows for any combination of products to be present in a shipment, or a standard carton configuration, which requires that only a single item be present.

Each value in a configuration must be separated by a space, that is, enter S O T P I instead of SOTPI.

You can indicate required shipping information for each customer and you specify whether identification/reference fields are required, and if so, what each is used for.

For example, you can specify that the Identification 1 field is required, and that it be populated with the Duns Number for each outgoing shipment. Reference fields are generally used for PRO, BOL, or Waybill numbers, or any other type of reference that is required by the customer to process ASNs.

The system edits against the required information when you run the Shipment Edit program (P42071) prior to generating ASNs.

You can specify a special program to print SSCC (Serialized Shipping Container Code) labels, or if you use the Shipping Label/SCCC Print program (P42161), you can specify a default version for each customer. This default also applies when you print shipping labels from the Tare/Pack Detail video (V4216).

What You Should Know About

Topic	Description
Entering customer requirements	You can enter ship notice/manifest requirements based on customer preferences. For example, you might only specify that a customer uses a customer shipping label program while another customer has specific transportation needs and requires reference numbers.

25.2 Setting Up Item Identifiers for UCC 128 Processing

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Item Master Information

You must provide the system with information about the items that you stock. When you enter item master information, you provide the system with details such as:

- Item identifiers
- Item descriptions

For UCC 128 processing, your item identifiers can be the UPC or SCC codes that you assign to the product unit and intermediate packs.

Companies can assign the Universal Product Code (identified as UPC in North America and EAN-13 outside of North America) to a "consumer unit" or the lowest saleable unit for a specific product. For example, a can of soda would have the UPC identification on the can since it can be sold individually. The UPC is a fixed code that identifies one unit of a specific product.

The Shipping Container Code (identified as the SCC-14 in North America and EAN-14 outside of North America), is assigned to an "intermediate pack" for a specific product. For example, cans of soda are sold in various configurations. One possible configuration is four six-packs in each case. Therefore, the case would have an intermediate pack identifier (SCC-14) on it.

The Shipping Container Code, like the UPC, is a fixed code that identifies the specific number of consumer pack of a specific product. The SCC on the case of soda represents four consumer packs, each with six sodas or a total of 24 sodas.

You can set up aggregate SCCs to represent kits with non-inventory components. A kit is a collection of inventory items, called components, that are associated with a description name, called a "parent" item. The aggregate SCC represents the "parent" item. You can access the Item Cross-Reference Revisions form to assign component

UPCs to the aggregate SCC for the kit. You only enter cross-reference information for non-inventory items. For example, you do not stock bandages, an item for which you do not record inventory or UPCs. You do sell first aid kits, which include bandages. Depending on your customer requirements, you can enter the aggregate SCC for the first aid kit and item-cross reference information for the components, such as bandages, that make up the first aid kit.

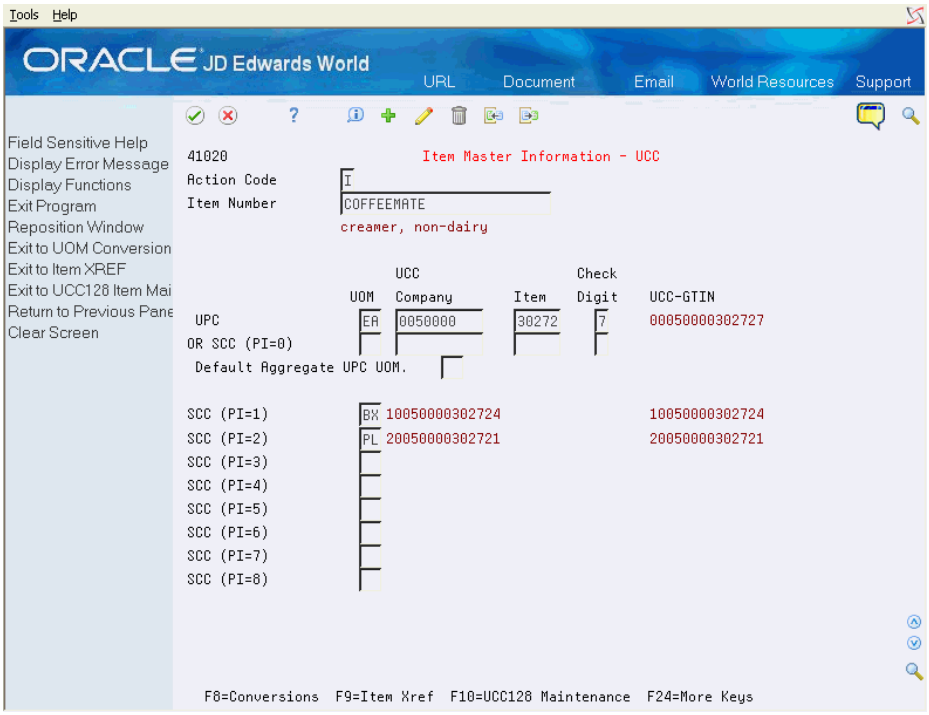
If the components are inventory items, you do not have to enter cross-references. When you enter an order for a kit, the system retrieves the kit information, which include the component UPCs, from the Item Master Information.

To set up item identifiers for UCC 128 processing

On Item Master Information

1. To access Item Master Maintenance - UCC 128, press F18.

Figure 25–5 Item Master Information - UCC screen



2. On Item Master Information - UCC, complete the following fields for UPCs:
   - Unit of Measure
   - UCC Company
   - Item Number
   - Check Digit
   - SCC (PI=1)
   - SCC (PI=2)
   - SCC (PI=3)
   - SCC (PI=4)
   - SCC (PI=5)

- SCC (PI=6)
- SCC (PI=7)
- SCC (PI=8)

3. To set up item information for a kit, complete only the following fields:
   - Aggregate SCC code
   - SCC Unit of Measure
   - Default Aggregate UPC Unit of Measure
4. To assign UPCs for non-inventory components to the aggregate SCC, press F9 to access Item Cross-Reference Revisions.
5. On Item Cross-Reference Revisions, complete the steps to enter item cross-reference information.

Field	Explanation
Aggregate SCC Code (PI=0)	The SCC number for a code with a Packaging Indicator of "0" (aggregate SCC code). Must conform to UCC conventions for SCC numbers.
Unit of Measure - SCC(PI=0)	The unit of measure that is associated with an SCC pack that has a Packaging Indicator of "0".

25.2.1 What You Should Know About

Topic	Description
Working with SCCs	In the JD Edwards World system, an SCC is equivalent to an item code at a specific unit of measure. For any item, there can be only one UPC but up to eight SCCs.
UCC Company	The company that produces the item must be setup in UDC table 41/UC.
Setting up aggregate SCCs	To set up identification for kits with non-inventory items, you can set up an SCC with a product identifier equal to 0, which indicates that the SCC is not the same as the product identification on the UPCs it contains. To assign the UPCs to the aggregate, you can make the entries in the Item Cross-Reference field. In Item Cross-Reference Revisions, you must enter the cross-reference type, UP, to indicate UPCs. The cross-reference item number is the UPC code and the cross-reference description is the unit of measure. See Setting Up Item Cross-Reference in the *JD Edwards World Inventory Management Guide*.

Topic	Description
Identifying the type of packaging	If you are setting up the SCC, you use the following Packaging Indicators to identify the type of packaging: 0 – Indicates that the Product ID on the SCC is not the same as the product identification on the UPC contained within the package. You can use this product identifier for kits. 1-8 – Indicates company-defined packaging. For example, for soda, a 1 might mean a case containing six packs and a 2 might mean a case containing 12-pack boxes. These indicators represent different Units of Measure. 9 – Indicates that the amount of product inside the package varies from package to package even though there is the same product identification in the UPC of the consumer pack contained within the package. JD Edwards World does not support variable unit of measures.
UCC code format	UPCs have a set format. The first 7 digits represent the company that produces the product. The next 5 digits represent the product ID and the last digit is a system assigned check digit.
UCC and SCC information id held on F4101	The UCC and SCC data held for each item is located on the Item Master file (F4101).
Vendor number assignments and UCC 128 Compliance	The vendor number is assigned by the Uniform Code Council (UCC) in the United States, The Product Code Council of Canada (PCCC), or the International (European) Article Number organization (EAN) outside of United States and Canada.

26

Process Shipments

This chapter contains these topics:

- Section 26.1, "Preparing the Shipment,"
- Section 26.2, "Working with Packing Information,"
- Section 26.3, "Shipping the Product,"
- Section 26.4, "Generating the Ship Notice/Manifest."

After you create the sales order, you can prepare the product for picking and shipment.

You can use the Shipment Workbench to create and transmit shipping information. You can perform the following shipment-specific operations for UCC 128 compliance from the Shipment Workbench:

- Creating a shipment
- Updating a shipment
- Selecting sales orders for shipment
- Pack confirming sales orders
- Confirming sales order lines for shipment
- Confirming the shipment
- Holding the shipment
- Generating the EDI Ship Notice/Manifest
- Deleting the shipment
- Canceling the shipment
- Printing shipment labels

Like order activity rules, you can define the status at which the system performs shipment processing.

- Pending - When you enter shipment information, the shipment starts the process at this point. The shipment remains at pending until you perform shipment confirmation.
- Hold - You can place a shipment on hold. If there is an error, the system places the shipment on hold. After you correct the errors, you can re-run the Confirm Shipments (P40271) program.
- Confirmed - When you confirm the shipment, the system advances the orders to this status.

- Canceled - The system deactivates the shipment and removes all sales orders that are assigned to that shipment.
- ASN Generated - After you generate Ship Notice/Manifest, the system advances the shipments to this status.
- ASN Receipt Acknowledged - When you enter receipt information in Shipment Entry, the system updates the shipment to this status.

You can define the codes that correspond to each status in the processing options for Shipment Workbench.

26.1 Preparing the Shipment

When you send an EDI transaction that tells the customer exactly what was shipped as well as how it was shipped, you are transmitting information that you have collected as you prepared the shipment. You must enter shipment information, such as how the product will be transported, routing instructions, and reference numbers. After you enter shipment information, you can select sales orders for the shipment.

Preparing the shipment includes the following tasks:

- Entering shipment information
- Selecting sales orders for shipment
- Printing the UPC/SCC labels

26.1.1 Before You Begin

- Verify that you have set up hierarchical configurations, and UCC 128 information for your customers and items.

26.1.2 What You Should Know About

Topic	Description
Printing pick slips	A pick slip is a document that contains information about the items to be shipped, such as quantity and location, for a single sales order. You can print pick slips by shipment number.

See Also:

- Chapter 28, "Work with Picking Documents" to review printing pick slips.

26.1.3 Entering Shipment Information

Navigation

From Sales Order Management (G42), choose Shipment Management

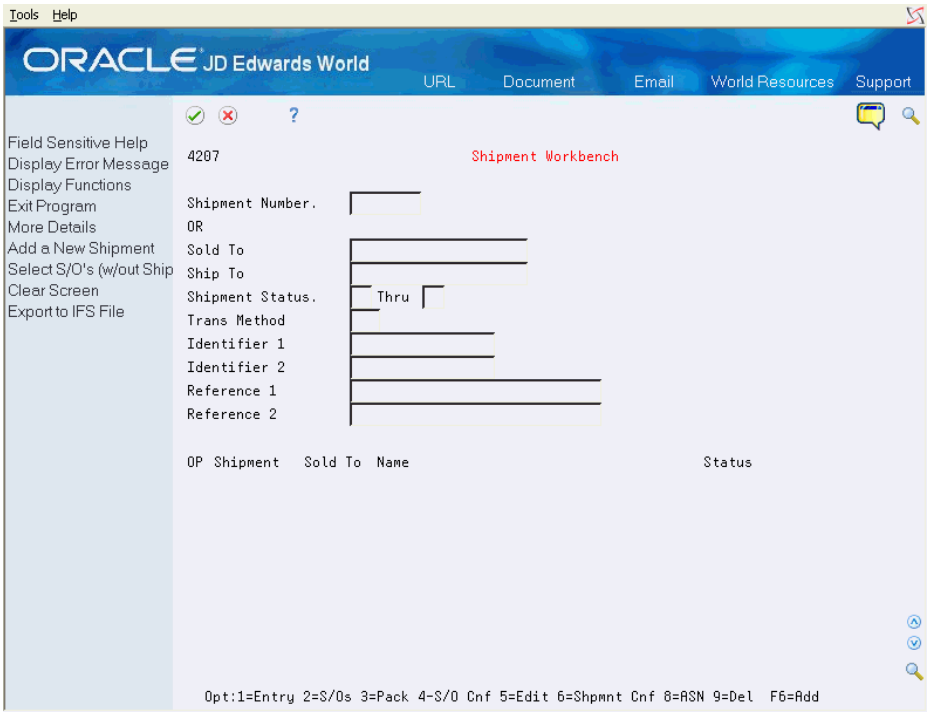
From Shipment Management (G4215), choose Shipment Workbench

You must define the shipment to which you will be assigning sales orders. When you perform shipment confirmation, the system verifies the shipment information against customer requirements.

To enter shipment information

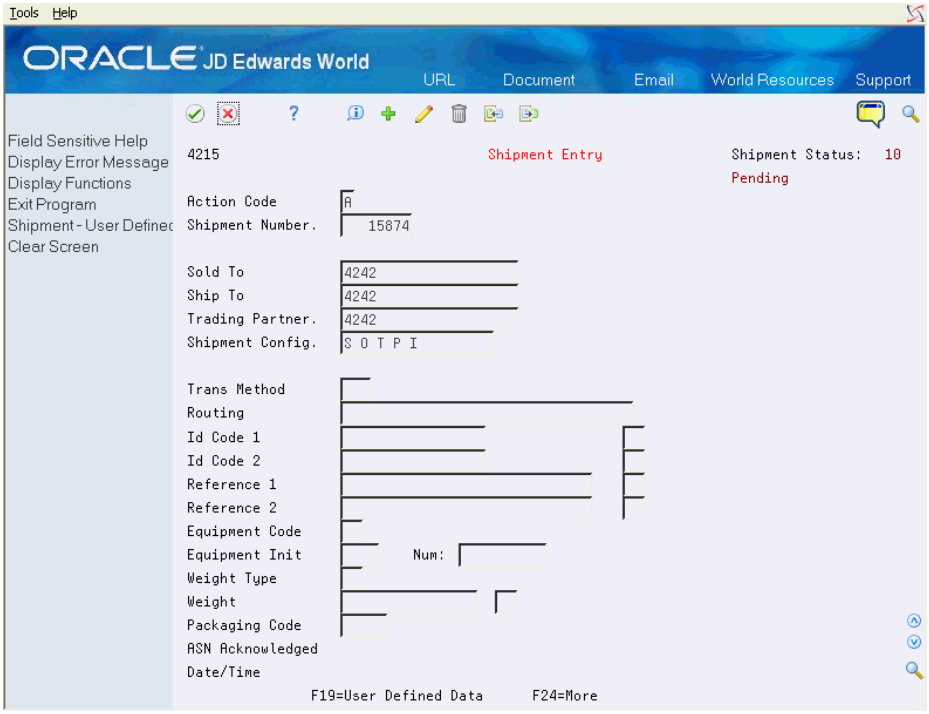
On Shipment Workbench

Figure 26–1 Shipment Workbench screen



1. To access Shipment Entry, press F6.

Figure 26–2 Shipment Entry screen



2. On Shipment Entry, complete the following fields:
   - Sold To
   - Ship To
   - Trading Partner
   - Shipment Configuration
   - Transportation Method
   - Routing
   - Identification Codes
   - Reference Codes
   - Equipment Code
   - Equipment Initial
   - Weight Type
   - Packaging Code

Field	Explanation
Shipment Number	This number is defaulted from next numbers (system 42).
Shipment Status	A code that represents the status that a shipment is at. Statuses typically refer to events such as "Confirmed", "Hold", etc. The shipment status codes that correspond to the various statuses can be modified in the processing options of the Shipment Entry program (P4215). By default they are: 10 – Pending 50 – ASN Generated 60 – ASN Receipt Acknowledged
Shipment Configuration	The EDI 856 transaction set hierarchy configuration codes that specify the levels present in the Ship Notice/Manifest. This field is made up of a combination of 2 character Hierarchical Level Codes (values from the X12 specification for data element 735 - Hierarchical Level Code). There can be up to 9 combinations of HLC's in this field. The shipment configuration defaults from the Customer Ship Notice/Manifest information set up for the Trading Partner address.
Transportation Method	A user defined code (system 00, type TM) describing the nature of the carrier being used to transport goods to the customer, for example, by rail, by road, and so on.
Routing	A description of the routing used for the shipment.
Identifier Code 1	A code that (when qualified by the Identification Code Qualifier code) helps to identify a shipment.
Reference Number 1	A Reference number or identification number as defined for a particular EDI transaction set or as specified by the Reference Number Qualifier.
Equipment Description Code	A code identifying the type of equipment used for a shipment.

Field	Explanation
Equipment Initial	The prefix or alphabetic part of an equipment unit's identifying number.
Weight Qualifier	A code identifying the type of weight. The value should conform to one of the accepted values for EDI X12 data element 187.
Packaging Code	A code corresponding to one of the accepted values in the EDI X12 definition for data element 103. It is a combination of a Packaging Form (3 chars) and a Packaging Material (2 digits).

26.1.4 What You Should Know About

Topic	Description
Receiving the Ship Notice/Manifest	You can enter the Ship Notice/Manifest Acknowledged type, date and time when you receive notice that the Ship Notice/Manifest has been received. After you enter this information in Shipment Entry, the system automatically updates the status of the shipment to "ASN Receipt Acknowledged".
Shipment Header data	The Shipment Header information is stored on the Shipment Header file (F4215)

26.1.5 Selecting Sales Orders for Shipment

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipment Workbench

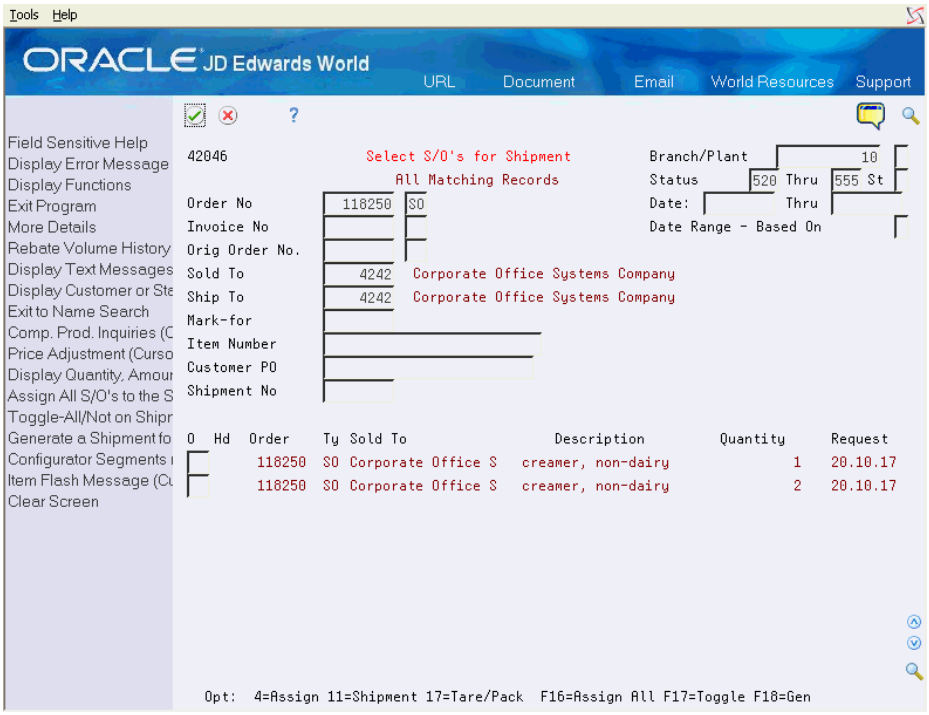
After you enter the shipment information, you determine the shipment on which each order is shipped. You can review orders that are not on shipments or orders that have been assigned to shipments.

To select sales orders for shipments

On the Shipment Workbench

1. To locate available shipments, complete any of the following fields:
   - Branch/Plant
   - Order Number
   - Invoice Number
   - Original Order number
   - Sold To
   - Ship To
   - Item Number
   - Customer PO
   - Shipment Number
2. To access Select Sales Orders for Shipment, enter 2 in the option field.

Figure 26–3 Select Sales Orders for Shipment screen



3. On Select Sales Orders for Shipment, press F17 to toggle between order lines that are not on shipments, orders that are matched to shipments and all orders.

   For order lines that are not on shipment, you can enter shipment information before selecting the order line for shipment. For orders that are assigned to a shipment you can view the shipment number in the fold area by pressing F4.

4. To enter shipment information from the Shipment Workbench, enter 11 in the option field to access Shipment Entry and complete the steps to enter shipment information.

5. To select sales orders for shipment, you can do one of the following:

   - Enter 4 in the Option field of the order line that you are assigning to a shipment
   - Press F16 to assign all order lines to the shipment.

   If the product is not bar coded, you can print the UPC/SCC bar coded labels to affix to the product.

What You Should Know About

Topic	Description
Reviewing sales orders	To review or edit the orders, you can select an option to access the following forms from Select Sales Orders for Shipments: ■ Sales Order Entry ■ Associated Text ■ Order Detail Information ■ Online Invoice Inquiry ■ Item Summary Availability ■ Credit Check ■ Address Book Information ■ Customer Master Information ■ Customer Billing Instructions ■ Sales Ledger Inquiry ■ Supply/Demand Inquiry ■ Tare/Pack Detail for the order line ■ Work Order Entry ■ Item Cross-Reference Inquiry ■ Warehouse Detail
Removing orders for shipment	You can remove orders from a shipment by entering a 9 in the appropriate Option field on the Select Sales Orders for Shipment form.
Assigning identification codes to the shipment	To assign tare and pack SCCs and SSCCs to the order lines, you can enter a 17 in the option field to access the Tare/Pack Detail form from the Select Sales Order for Shipment form. See Section 26.2, "Working with Packing Information."
Selecting sales orders to assign to shipments automatically	After you enter shipment information, you can set the processing option in Shipment Workbench to automatically display Select Sales Orders for Shipment.
Shipment Status Codes	The shipment status codes that correspond to the various statuses can be modified in the processing options of the Shipment Workbench (P4207). By default they are: 10 – Pending 20 – Hold 30 – Confirmed 40 – Canceled 50 – ASN Generated 60 – ASN Receipt Acknowledged After you enter a shipment header record, the status of the shipment is 'pending'. A shipment must be at a 'confirmed' status before you can generate the ASN.

Topic	Description
Deleting and Canceling shipments	You can delete a shipment header record by entering 9 in the Option field next to the appropriate shipment. To cancel a header record, enter option 10. Canceling a shipment changes the status to 'canceled' and removes the shipment number from all sales order lines that are on the shipment. Any tare/pack detail records on the S/O Shipment Detail file (F4216) are left intact.
Generating a shipment for each sales order	You can have the system create and assign an individual shipment header record to each sales order line that displays on the screen by pressing F18.
Versions of Select S/O's for Shipment	You specify the version of Select S/O's for Shipment (P42046) to call in processing option 2 of Shipment Workbench (P4207)
Shipment number in the Sales Order Detail file	The shipment number is stored in the field (SHPN) on the Sales Order Detail file (F4211).

26.1.6 Printing the UPC/SCC Labels

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose UPC/SCC Bar Code Label Print

After you print the pick list by shipment, you can attach the label to the product if the UPCs or SCCs are not imprinted on the item or package. You can use the UPC/SCC Bar Code Label Print program to print UPC or SCC bar coded labels and attach the labels to the product as you retrieve it from the warehouse. You must specify the type of label, the format and the quantity in the processing options.

You use processing options to specify which UPC or SCC code to print and how many labels to print. The Bar Code Label Print program supports the following printed formats for UPC codes:

- UPC-A or EAN-13 - displays all 12/13 digits of the UPC/EAN-13 CODE
- UPC-E or EAN- 8 - compresses the 12/13 digit number to 8 digits by stripping zeroes

For SCC codes the programs supports the following formats:

- Interleaved 2 of 5 (ITF) - encodes just the 14 digits of the SCC
- UPC/EAN - 128 - incorporates both a subset of the Code 128 bar code symbology and a data structure format

26.1.7 Printing the Shipping Label/SSCC

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipping Label/SSCC Print

You can print SSCC labels (Serialized Shipping Container Codes) to attach to containers. Each SSCC is unique to a particular container and serves as a means by which to track the container.

SSCCs are formatted such that the first digit represents a packaging type, the next 7 digits represent the company or manufacturer's ID, the next 9 digits represent the serial number, and the last digit represents a check digit. For example, the system might assign SSCC number 100001000000215653, which is broken down as follows:

- 1 represents the packaging type. Valid values are:
  - 0 case or carton (pack)
  - 1 pallet (tare)
  - 2 larger than a pallet
  - 3 undefined
  - 4 for internally defined intra-company use
- 0000100 represents the company or manufacturer's ID
- 000021565 represents the serial number (comes from next numbers - system 41)
- 3 is the system assigned check digit

You can print SSCC labels only, or you can print shipping labels that include the SSCC. To have the system print shipping labels, a pre-existing shipment header is required, and you must enter the shipment number in the screen along with the quantity and/or SSCC numbers you want to print.

The Shipping Label/SSCC print program (P42161) calls the Generate SSCC Number program (P42162) to assign SSCC numbers if you do not manually assign the numbers. You use processing options for P42162 to determine the manufacturer or company ID assigned to each SSCC number.

The Shipping label/SSCC program (P42162) can also be called directly from the Tare/Pack Detail program (P4216) described in the next section.

26.2 Working with Packing Information

After you enter the shipment, assign orders to shipment and pick the items for the shipment, you can record the packing information and confirm the intermediate packs or pallets.

You can set up the order activity rules to include packing and confirming the pack in the sales order process.

Working with packing information includes the following tasks:

- Recording Tare/Pack information
- Confirming the Pack

See Also:

- Chapter 51, "Set Up Order Activity Rules,"
- Section 66.4, "Shipment Confirmation (P4205)."

26.2.1 Recording Tare and Pack Information

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipment Workbench

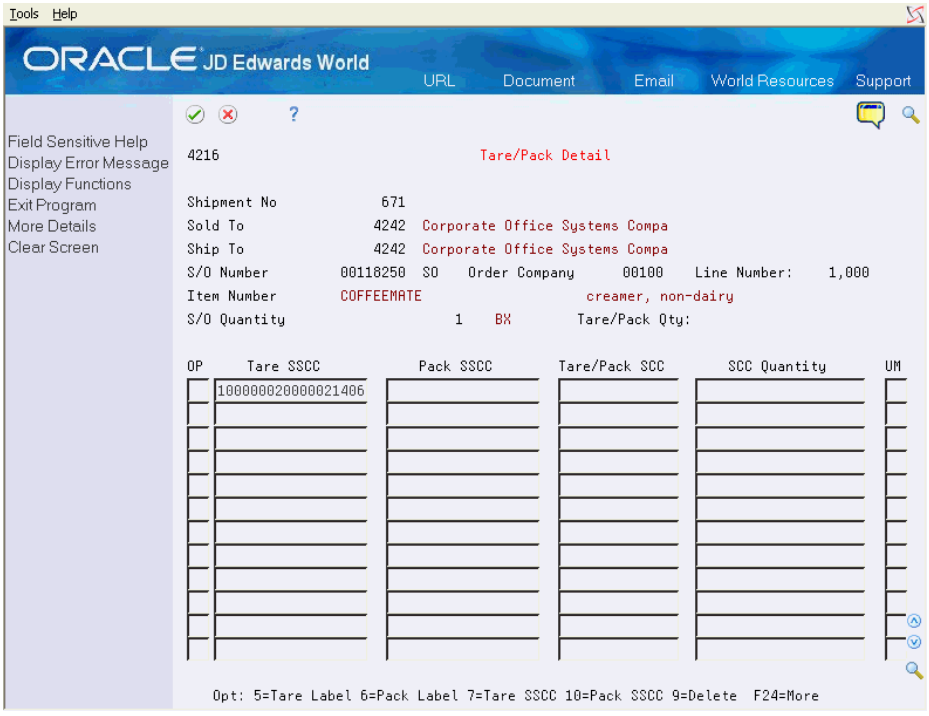
For each shipment, you can enter the information about the way products and orders are packed. When you enter tare information, you are recording information about the pallets and large product collections that you are shipping. When you enter pack information, you are recording the intermediate packs. For example, you can record that the information for a pallet contains two different models of microwaves that are packed two to a carton. The system retrieves the UPC for each microwave and the SCC for the pre-packaged carton of microwaves in the Item Master Information. To record tare and pack information, you can enter the type of pallet onto which the microwaves were loaded.

To record tare/pack information

On Confirm Shipments

1. Locate the shipment that you want to confirm.
2. To ship from multiple locations, enter 4 in the option field and complete the steps for Confirming Shipments from Multiple Locations.
3. To access Tare/Pack Detail, enter 7 in the Option field.

Figure 26–4 Tare/Pack Detail screen



4. On Tare/Pack Detail, complete the following:
   - To generate a tare level SSCC number, enter 7 in the Option field.
   - To generate a pack level SSCC number, enter 10 in the Option field.

5. To print labels for the tare and pack, complete the following:
   - To print the Tare Shipping label, enter 5 in the Option field.
   - To print the Pack Shipping label, enter 6 in the Option field.
6. Enter the quantity on the line and the pack Unit of Measure. The Tare/Pack SCC will be retrieved. The Tare/Pack Qty in the header section will be updated showing the quantity in the primary unit of measure.
7. Press F3 to return to Confirm Shipments.

26.2.2 What You Should Know About

Topic	Description
Recording tare/pack detail for aggregate SCCs	If you enter an aggregate SCC, the system displays two asterisks (**) to indicate the associated UPCs. To review the UPCs, you can access Item Cross-Reference Revisions from the Item Master Information - UCC form.
Recording tare/pack information for order lines	You can record tare/pack information for an order detail line by selecting option 17 Select S/O's for Shipment (P42046).
Shipping from multiple locations	If you are shipping from multiple locations, you must specify the additional locations before you record tare and pack information.
Multiple Tare or Pack SSCC numbers	You can enter as many tare or pack SSCC numbers as necessary to accommodate the quantity on the sales order detail line. If the customer uses a standard carton configuration, there is no need to enter SSCC numbers, as the SCC number is used to identify the container.
Generate SSCC Number program	Options 7 and 10 call the Generate SSCC Number program (P42162) to assign SSCC numbers. Processing options for P42162 let you determine the manufacturer's ID on the SSCC. You specify the version of P42162 to use in the processing options for Tare/Pack Detail (P4216).
S/O Shipment Detail file	For each line of information you enter on the Tare/Pack Detail program (P4216), the system stores a record in the S/O Shipment Detail file (F4216). Field values on the screen can only be added or changed if the shipment status is less than 'confirmed'.

Topic	Description
Confirming Tare/Pack Detail	When you perform shipment confirmation, the system verifies tare and pack information. The system verifies that the appropriate SSCCs and SCCs are entered for each record and they correspond with the hierarchical configuration that is specified in Shipment Entry. For example, if you enter an SOTPI configuration in Shipment Entry but you have not entered a pack SSCC or an SCC, the system displays an error message. You can set the processing options for Confirm Shipments to display a hard error message if the system does not find corresponding SSCCs or SCCs. The system verifies that the SCC and the unit of measure for each item correspond to the information in the Item Master and Item Cross-Reference Revisions. The system verifies that the sum of the Tare/Pack quantities add up to the shipped quantity on the sales order line. The system converts the SCC unit of measure to the UPC quantity if an SCC has been entered. For example, if you confirm the shipment of 24 cases of soda, the system verifies that you are confirming shipment of 144 cans of soda.

26.2.3 Confirming the Pack

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipment Workbench

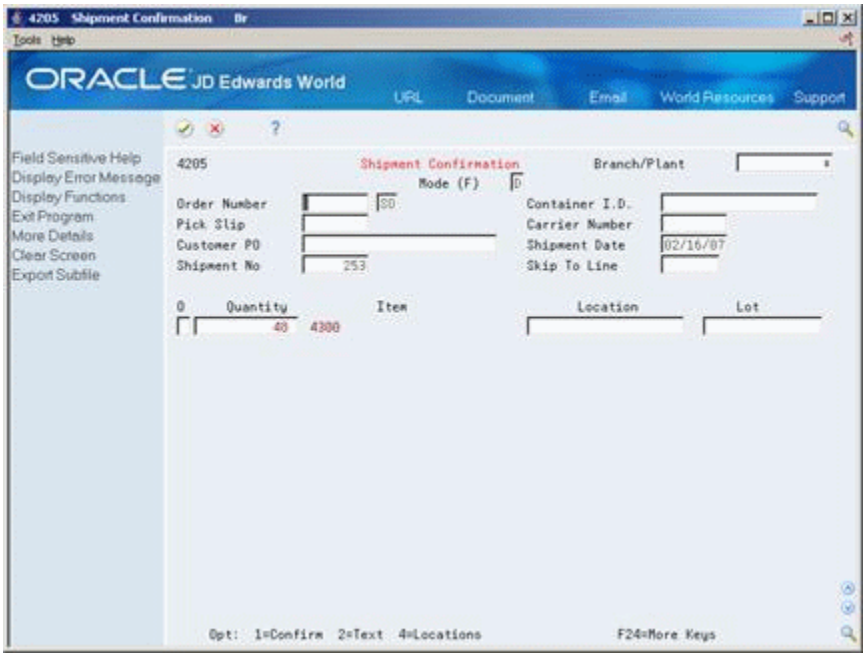
You can create a version of Confirm Shipments to confirm the pack before confirming the shipment.

To confirm the pack

On Shipment Workbench

1. Locate the shipment that you want to confirm.
2. Enter 3 in the option field for pack confirmation.

Figure 26–5 Shipment Confirmation screen



3. On Confirm Shipments, enter the Confirm option.
4. After you confirm the pack, press F3 to return to the Shipment Workbench to confirm the sales order.

Rather than go through Pack Confirmation, you can go directly to Shipment Confirmation by taking option 4 from Shipment Workbench without performing Pack Confirmation. The version of Shipment Confirmation (P4205) that is used for Pack Confirmation is defined in processing option 2 of Shipment Workbench (P4207).

26.3 Shipping the Product

After you have picked and packed the product, you must confirm the sales order. After all sales orders that are assigned to a shipment have been confirmed, you must confirm the shipment.

Shipping the product includes the following tasks:

- Confirming the sales order
- Confirming the shipment
- Printing the shipping labels

26.3.1 Confirming the Sales Order

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipment Workbench

You can verify sales order information, record additional information, such as packing or handling fees, and determine when the inventory leaves the warehouse.

If you confirm an order, the system advances the status codes for sales orders to the next status code following shipment confirmation. For example, an order with a status code of 540 advances to 560 after you confirm shipment.

To confirm the sales order

On Shipment Workbench

1. Locate the shipment that you want to confirm.
2. Enter 3 in the option field for sales order confirmation.
3. On Confirm Shipments, enter the Confirm option.
4. After you confirm the sales order, press F3 to return to the Shipment Workbench to confirm the shipment.

What You Should Know About

Topic	Description
Confirming shipments after confirming sales orders	You can set the processing option in the Shipment Workbench to run the Shipment Confirmation program automatically after the sales order confirmation is complete. The system runs the Shipment Edit program and verifies all sales order information.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.

26.3.2 Confirming the Shipment

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipment Workbench

After you confirm each order that has been selected for a shipment, you confirm the shipment to advance the orders to a "confirmed" status. When you select the option to confirm the shipment, the system runs the Shipment Edit program (P42071) and verifies the following information before advancing the shipment:

Item	Description
Sales Order Information	The system verifies that the fields that are specified as required are complete.
Status Codes	The system verifies that all sale order lines are at a status of ship confirmed.

Item	Description
Tare/Pack Detail	The system verifies that the appropriate SSCCs and SCCs are entered for each record and they correspond with the hierarchical configuration that is specified in Shipment Entry. For example, if you enter an SOTPI configuration in Shipment Entry but you have not entered a pack SSCC or an SCC, the system displays an error message. You can set the processing options for Shipment Edit (P42071) to display a hard error message if the system does not find corresponding SSCCs or SCCs. The system verifies that the SCC and the unit of measure for each item correspond to the information in the Item Master and Item Cross-Reference Revisions. The system verifies that the sum of the Tare/Pack quantities add up to the shipped quantity on the sales order line. If you enter an SCC, the system converts the SCC unit of measure to the UPC quantity. For example, if you confirm the shipment of 24 cases of soda, the system verifies that you are confirming shipment of 144 cans of soda.

If the system displays an error message, the system automatically produces a Shipment Edit report which you can print out to review the errors.

26.3.3 Printing the Shipping Labels

Navigation

From Sales Order Management (G42), choose Shipment Management

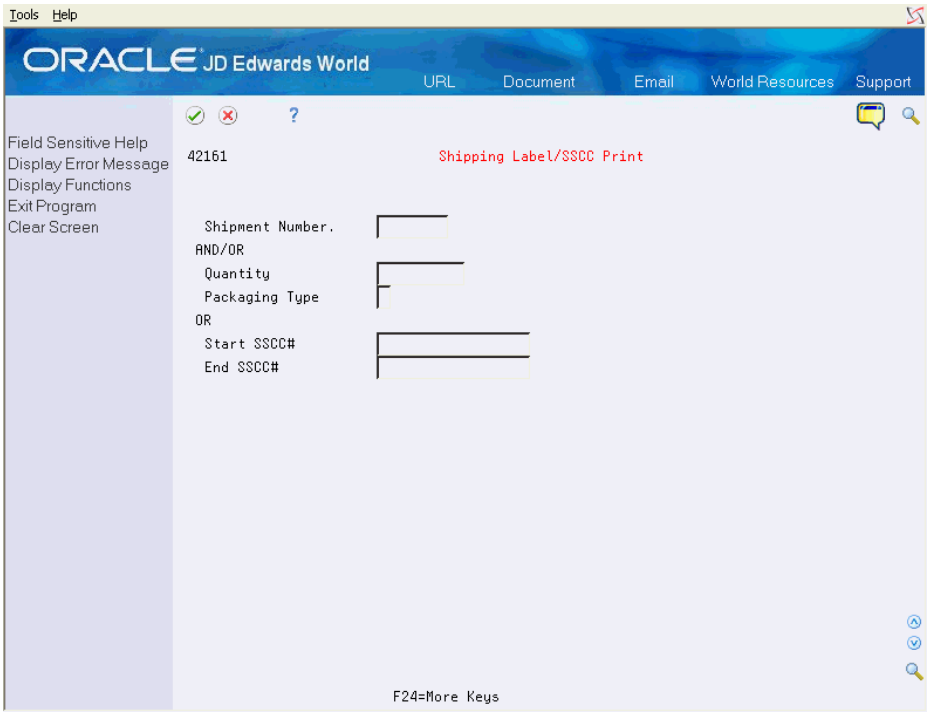
From Shipment Management (G4215), choose Shipping Label/SSCC Print

You can use the Shipping Label/SSCC Label Print program to print both SSCC labels and standard shipping labels. The program will prompt for a range or quantity of SSCC numbers and will print only the SSCC bar code labels. If you set the processing options in Shipment Workbench to print shipping labels, the system will print the shipping labels.

To print shipping labels

On Shipping Label/SSCC Label Print

Figure 26–6 Shipping Label/SSCC Print screen



Complete the following fields:

- Quantity
- Packaging Type
- Start SSCC Number
- End SSCC Number

What You Should Know About

Topic	Description
Printing shipping labels for a shipment	You can print shipping labels from the Shipment Workbench by entering the appropriate option next to the corresponding shipment. The system will print the following labels based on the processing options: ■ Tare/Pack ■ Tare only ■ Pack only

26.4 Generating the Ship Notice/Manifest

Navigation

From Sales Order Management (G42), choose Shipment Management

From Shipment Management (G4215), choose Shipment Workbench

After you confirm the shipment, you can generate the Ship Notice/Manifest for your customer. A Ship Notice/Manifest is an EDI transaction that tells the retailers what

was shipped as well as how it was shipped. You transmit the Ship Notice/Manifest as soon as the shipment leaves your warehouse. When the shipment arrives at the retailer's dock, warehouse personnel have the transmitted information to verify the shipment.

To generate the ship notice/manifest

On Shipment Workbench

1. Locate the confirmed shipment.
2. Enter 8 in the Option field to generate the ship notice/manifest.

26.4.1 What You Should Know About

Topic	Description
Processing shipments	If you have assigned a status code for ASN Generated, you can enter a value in Shipment Processing processing options. After the system generates the ship notice/manifest, it advances the shipments to the status for ASN Generated. In the Shipment Workbench, you can only enter the Ship Notice/Manifest type, date and time if you enter status codes to correspond to ASN Generated and ASN Receipt Acknowledged in the processing options. See Section 26.1, "Preparing the Shipment" for more information.
Ship Notice/Manifest versions	You can select the version of the Ship Notice/Manifest program (P47032) that is run from Shipment Workbench (P4207) via processing option 2. Ship/Notice Manifest can also be run from menu G47225 option 14.

Topic	Description
EDI Data	When you transmit an ASN to a customer, you're telling the customer what is being shipped and how. The system accomplishes this by building records in the EDI Shipping Notice Header file (F47031) and the EDI Shipping Notice Detail file (F47032). For each shipment, the system builds one record in the header file and multiple records in the detail file, based on the hierarchical configuration in the shipment header record. This allows data to be transmitted for each of the five levels defined for the retail industry: ■ Shipment - contains information such as the bill of lading number, ship to and ship from addresses, and so on. There can only be one shipment level for each ASN transaction. ■ Order - contains information related to the supplier's sales order and the customer's purchase order. ■ Tare - contains information related to pallets and other large product collections (optional). ■ Pack - contains information related to intermediate packs (optional). ■ Item - contains information about the shipped product such as UPC number, quantity, etc. You might have multiple records at each level, depending on what is included in the shipment. For example, if there are two sales orders that make up the shipment, there will be two records at the order level, one for each order. If the shipment contains multiple items, you will have multiple records at the item level.
Shipping Notice Extraction Report	The Ship Notice/Manifest program also produces a report (R47032) detailing the items and the configuration that they were shipped in.
Processing options for Ship Notice/Manifest	The processing options behind P47032 are critical to generating the ASN: ■ Option 16 - Is used to indicate whether or not the system should edit against the information specified in EDI Processing File Revisions (P4770). See Section 25.1.1, "Setting Up EDI Processing File Revisions." ■ Option 17 indicates the status of a 'confirmed' shipment (usually 30). ■ Option 18 determines the status that the shipment is moved to after the ASN is generated (usually 50). ■ Option 19 must be set to 1 in order for the system to process shipments. ■ Options 20 and 21 indicate whether the system should look for a hierarchical configuration definition set up for the customer in P47HL, or whether it should ignore any customer configuration definition, and instead, use the configuration specified in processing options 11 and 12.

Topic	Description
Data sequence	Data sequencing for the Ship Notice/Manifest program is only relevant if processing option 21 is set to use the hierarchical configuration specified in the processing options. Sequencing must correspond to the configuration in processing option 11. For example, if the configuration is S O I (shipment, order, item), the shipment number must be level 1, the order number level 2, and the item number level 3 in the data sequencing set up. If processing option 21 is blank and processing option 20 is set to look at the customer configuration, the system ignores the data sequencing set up for P47032 and instead uses the configuration definition set up in Hierarchical Configuration (P47HL) to determine the sequencing.

Part V

Sales Order Processing

This part contains these chapters:

- Chapter 27, "Overview to Sales Order Processing,"
- Chapter 28, "Work with Picking Documents,"
- Chapter 29, "Work with Shipments,"
- Chapter 30, "Work with Invoice Cycles,"
- Chapter 31, "Process Invoices,"
- Chapter 32, "Update Status Codes."

27

Overview to Sales Order Processing

This chapter contains these topics:

- Section 27.1, "Objectives,"
- Section 27.2, "Overview."

27.1 Objectives

- To understand how to process sales orders after order entry
- To generate picking documents, ship sales orders, and bill customers

27.2 Overview

After you enter sales orders, they advance through the processing cycle in the following sequence:

Sequence	Description
1	Print pick slips and control pick lists
2	Confirm shipment
3	Generate invoices
4	Update information to the general ledger (G/L)

Picking documents, such as pick lists, are documents that warehouse personnel use for picking inventory to fill sales orders. After warehouse personnel pick the appropriate items to fill an order, you can verify that the billing and shipping information on the sales order is correct. You can enter any changes, such as additional charges for freight or taxes, on the sales order before the merchandise leaves your warehouse.

After the customer receives the shipment, you can provide your customer with an invoice that contains the following information:

- The item and quantity that was shipped
- The total cost of the order and payment due date
- The requested shipment date for the order
- Additional charges and applicable discounts

After you print final invoices, you are ready to update all of the system information to complete the sales order processing cycle.

You can also skip steps in the processing cycle by manually advancing the status code on order lines. This is helpful if you have customers who come to your warehouse and purchase items directly. After you enter their order, you can bypass the picking and shipment confirmation steps by advancing the status code on the order line to the status code for processing invoices.

Processing sales orders includes the following tasks:

- Working with picking documents
- Working with shipments
- Working with invoice cycles
- Processing invoices
- Updating status codes

27.2.1 Status Codes

You set up a status code for each of the steps in the sales order process using order activity rules. The system uses these codes to track the status of an order within the sales order process. For example, an order that is confirmed for shipment has a status code of 578.

Figure 27–1 Status Codes for the Sales Order Process

Standard Order Process		
Last Status		**Next Status**
520	Enter Sales Order	540
540	Print Pick Slips	560
560	Confirm Shipments	578
578	Run Cycle Billing	580
580	Print Invoices	600
600	Sales Update	999
999	Closed	

You can set up as many status codes as your company needs to complete the sales order process. For example, you can set up an additional status code for credit approval between sales order entry and printing pick slips.

You can also skip steps in the processing cycle by manually advancing the status code on order lines. This is helpful if you have customers who come to your warehouse and purchase items directly. After you enter their order, you can bypass the picking and shipment confirmation steps by advancing the status code on the order line to the status code for processing invoices.

See Also:

- Chapter 51, "Set Up Order Activity Rules."

28

Work with Picking Documents

This chapter contains these topics:

- Section 28.1, "Printing a Control Pick List,"
- Section 28.2, "Printing a Pick Slip."

Warehouse personnel can use pick slips and control pick lists to pick items for sales orders. A pick slip is a document that contains information about the items to be shipped, such as quantity and location, for a single sales order. A control pick list has information about the items to be shipped for multiple sales orders. A control pick list groups the items by item number and sequences them by quantity and location. Locations with the greatest quantity are listed first.

Control pick lists enable warehouse personnel to fill multiple sales orders efficiently. Pick lists reduce the amount of time that warehouse personnel spend locating the necessary quantities.

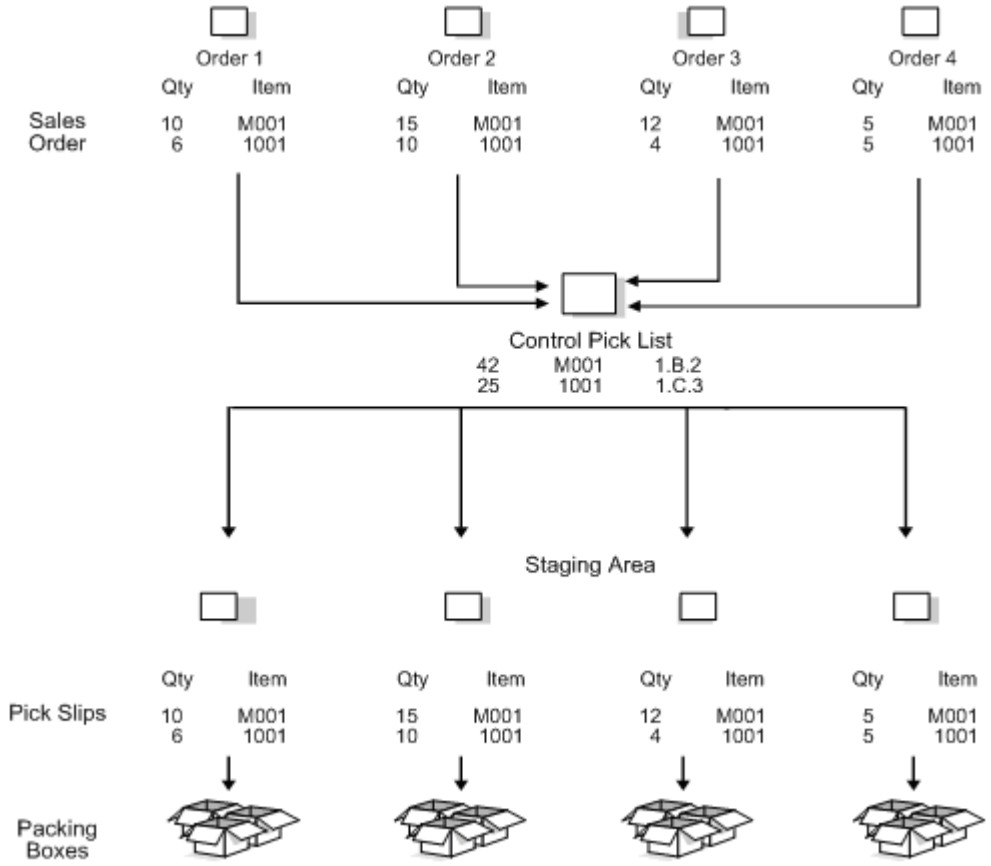
If you print a control pick list first instead of a pick slip, you can later print a pick slip for each sales order on the control pick list. The warehouse personnel can use these pick slips to determine the items and quantities to pack for each of the sales orders that they are shipping. The pick slips help warehouse personnel work efficiently because they can pack multiple orders from one area.

Before you confirm the shipment of a sales order, you can use pick slips to verify that the quantity and shipping information is correct. The system assigns a number to each pick slip that you can later use to confirm a shipment.

You use a version of the Print Pick Slips program to print pick slips and a version of the Print Control Pick List to print control pick lists.

The following graphic illustrates how the system uses pick slips and a control pick list to fill sales orders.

Figure 28–1 Using Pick Slips and a Control Pick List to Fill Sales Orders



28.1 Printing a Control Pick List

Navigation

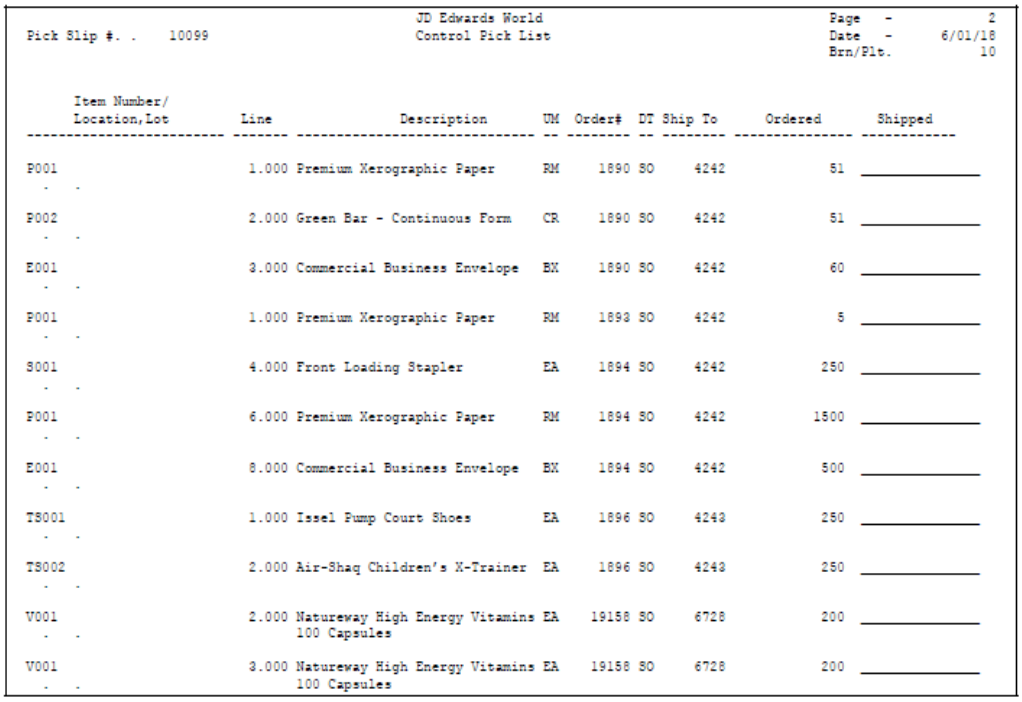
From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Control Pick List

A control pick list has information about the items to be shipped for multiple sales orders. The control pick list groups the items by item number and sequences them by quantity and location. Locations with the greatest quantity are listed first.

Control pick lists enable warehouse personnel to fill multiple sales orders efficiently. Pick lists reduce the amount of time that warehouse personnel spend locating necessary quantities.

Figure 28–2 Control Pick Lists report



```
Pick Slip #. .    10099                    JD Edwards World                              Page  -          2
                                           Control Pick List                             Date  -    6/01/18
                                                                                         Brn/Plt.        10

     Item Number/
     Location,Lot        Line              Description        UM  Order#  DT Ship To    Ordered      Shipped
-------------------- ------- ------------------------------ -- -------- -- -------- ---------- ------------
P001                   1.000 Premium Xerographic Paper      RM     1890 SO     4242         51 _____________
  .   .
P002                   2.000 Green Bar - Continuous Form    CR     1890 SO     4242         51 _____________
  .   .
E001                   3.000 Commercial Business Envelope   BX     1890 SO     4242         60 _____________
  .   .
P001                   1.000 Premium Xerographic Paper      RM     1893 SO     4242          5 _____________
  .   .
S001                   4.000 Front Loading Stapler          EA     1894 SO     4242        250 _____________
  .   .
P001                   6.000 Premium Xerographic Paper      RM     1894 SO     4242       1500 _____________
  .   .
E001                   8.000 Commercial Business Envelope   BX     1894 SO     4242        500 _____________
  .   .
TS001                  1.000 Issel Pump Court Shoes         EA     1896 SO     4243        250 _____________
  .   .
TS002                  2.000 Air-Shaq Children's X-Trainer  EA     1896 SO     4243        250 _____________
  .   .
V001                   2.000 Natureway High Energy Vitamins EA    19158 SO     6728        200 _____________
  .   .                      100 Capsules
V001                   3.000 Natureway High Energy Vitamins EA    19158 SO     6728        200 _____________
  .   .                      100 Capsules
```

28.1.1 Processing Options

See Section 66.1, "Control Pick List (P42522)."

28.2 Printing a Pick Slip

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Print Pick Slips

A pick slip is a document that contains information about the items to be shipped, such as quantity and location for a single sales order.

If you hard-commit inventory when you print pick slips, a pick slip can include several locations from which you can pick items. It lists the primary location of an item first. If the primary location is out of stock, it lists the secondary location.

You can assign a priority code to customers in the customer billing information to have the system fill customer orders and generate pick lists according to the codes. This helps to ensure that you have sufficient inventory for certain customers.

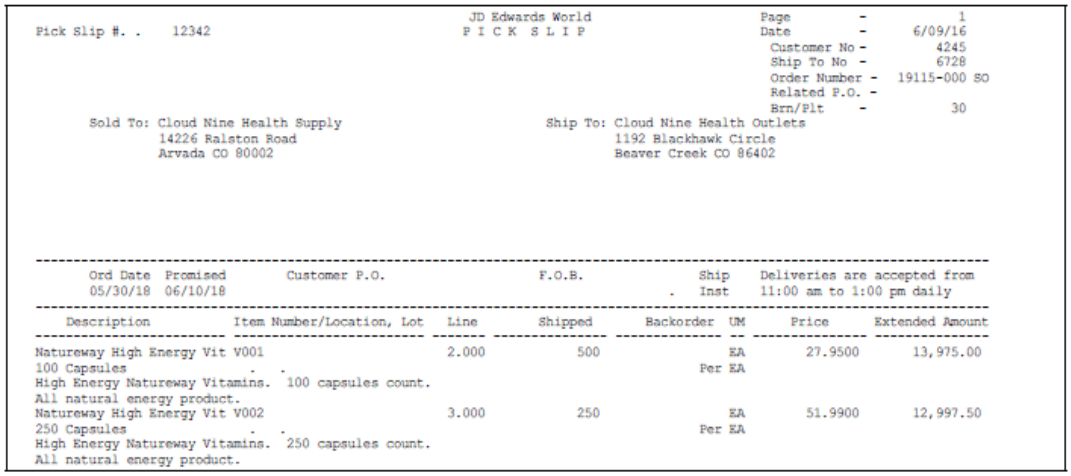
Warehouse personnel can use pick slips to pick items to fill the sales order. You can also use pick slips for the following:

- Review prices for line items and the entire order
- Identify delivery personnel
- Verify that a customer has signed for the items at the time of delivery
- Use as a receipt if the customer returns any items

28.2.1 What You Should Know About

Topic	Description
Reprinting pick slips	You can reprint pick slips if the printing process is interrupted or if you need additional copies. To do this, choose Reprint Pick Slips from the Sales Order Processing menu. The system reprints the pick slip without advancing the status codes for that order. Processing option can be set to print backorders only once.
Printing multi-currency pick slips	To print pick slips in the customer's currency, you can override the default currency in the customer's master information by specifying another currency in the Print Pick Slips program.
Printing associated text	The printing of associated text that has been entered at either the order line or order header level is controlled by processing option 5.

Figure 28–3 Pick Slip Example



```
                                        JD Edwards World                    Page          -          1
Pick Slip #. .    12342                 P I C K  S L I P                    Date          -    6/09/16
                                                                            Customer No   -       4245
                                                                            Ship To No    -       6728
                                                                            Order Number  -  19115-000 SO
                                                                            Related P.O.  -
                                                                            Brn/Plt       -         30

      Sold To: Cloud Nine Health Supply                  Ship To: Cloud Nine Health Outlets
               14226 Ralston Road                                 1192 Blackhawk Circle
               Arvada CO 80002                                    Beaver Creek CO 86402

-------------------------------------------------------------------------------------------------------------
      Ord Date  Promised       Customer P.O.                F.O.B.            Ship    Deliveries are accepted from
      05/30/18  06/10/18                                                .     Inst    11:00 am to 1:00 pm daily
-------------------------------------------------------------------------------------------------------------
   Description          Item Number/Location, Lot   Line       Shipped      Backorder  UM      Price      Extended Amount
---------------------- -------------------------- ------ --------------- ------------ -- --------------- ---------------
Natureway High Energy Vit V001                     2.000             500           EA        27.9500       13,975.00
100 Capsules                .   .                                          Per EA
High Energy Natureway Vitamins.  100 capsules count.
All natural energy product.
Natureway High Energy Vit V002                     3.000             250           EA        51.9900       12,997.50
250 Capsules                .   .                                          Per EA
High Energy Natureway Vitamins.  250 capsules count.
All natural energy product.
```

28.2.2 Processing Options

See Section 66.2, "Print Pick Slips (P42520)."

29

Work with Shipments

This chapter contains these topics:

- Section 29.1, "Confirming Shipments,"
- Section 29.2, "Reversing Shipments,"
- Section 29.3, "Entering Serial Numbers,"
- Section 29.4, "Confirming Shipments by Batch,"
- Section 29.5, "Printing Shipping Documents."

After warehouse personnel pick the items for an order, you must verify that the item and shipping information is correct before shipping the order. You use the Confirm Shipments program to verify that the inventory has left the warehouse. You can verify the location from which the item was picked, the quantity, all item and shipping information, additional charges, and serial numbers before shipping the order.

How you set the processing options for the Confirm Shipments program determines how the system commits inventory, the information that displays, and the changes that you can make during shipment confirmation. For example, you can set a processing option to add detail lines for non-inventory items, such as handling charges. You can also set a processing option to calculate any additional charges and add them to the order.

For tracking purposes, certain items, such as appliances, require serial numbers. If you set up a serial number requirement for an item in the item's master information, but the serial number is not entered prior to shipment confirmation, you must enter one.

To ensure proper delivery and billing, you can use a version of the Print Shipping Documents program to print the documents, such as bills of lading, that you send with a shipment.

29.1 Confirming Shipments

You can verify sales order information, record additional information, such as packing or handling fees, and determine when the inventory leaves the warehouse.

Although you cannot add inventory items to a sales order during shipment confirmation, you can add amounts for non-stock items, such as handling charges, depending on how a processing option is set. You can have the system calculate and add any additional charges, such as freight, by setting a processing option.

When you confirm an order, the system advances the status codes for sales orders to the next status code following shipment confirmation. For example, an order with a status code of 540 advances to 560 after you confirm shipment.

To confirm shipments, complete the following tasks:

- Confirm a shipment of items on an order
- Confirm shipments from multiple locations

29.1.1 Before You Begin

- Verify that a status code is set up for shipment confirmation

29.1.2 What You Should Know About

Topic	Description
Confirming kits	You can confirm the shipment of kits in the following ways: ■ Manually - Set a processing option to display all kit components. You must manually confirm each component and balance the remaining quantity for each component in the kit. ■ Automatically - Set a processing option to prevent the display of kit components. The system confirms the components and balances the remaining quantities for each component in the kit.
Updating inventory during shipment confirmation	If the document type for the sales order is set up in the inventory update user defined code table (40/IU), the system updates the on-hand inventory, adjusts the hard- committed and soft-committed quantities, and updates item ledger and item history information. If the document type is not set up in the user defined code table, the system only hard commits the inventory quantities and performs no other updates.
Confirming partial shipments	If the shipment quantity is less than the order quantity, you can adjust the shipment quantity on the sales order. If the system still cannot fill a quantity of items, it processes the order depending on how you set the following: ■ You must set the update processing options in Confirm Shipments program to backorder, cancel, or ship available items. ■ You can define in the customer billing instructions if the customer allows backorders.

Topic	Description
Transfer orders	When you create a transfer order in the Sales Order Management system, the system generates a sales order and a purchase order. The sales order is for the branch from which you are transferring items. The purchase order is for the branch to which you are transferring items. The system inputs the branch from which you are transferring items as the supplier on the purchase order. When you confirm shipment of the items on the sales order, you can have the system initiate receipt routing for the items on the purchase order. For example, you can have the system initiate receipt routing to show that the items are in transit to your warehouse. You use the processing options for Shipment Confirmation to specify that the system searches for a receipt route based on the route that is assigned to the supplier (branch) and item. You can specify a default receipt route, or the route type code that applies to the receipt route. See Working with Items in Receipt Routing in the *JD Edwards World Procurement Guide*.
Order line text	If the option field on an order line is highlighted, it indicates that associated text has been entered. You can view this via option 2.

29.1.3 Confirming Shipment of Items on an Order

Navigation

From Sales Order Management (G42), choose Sales Order Processing

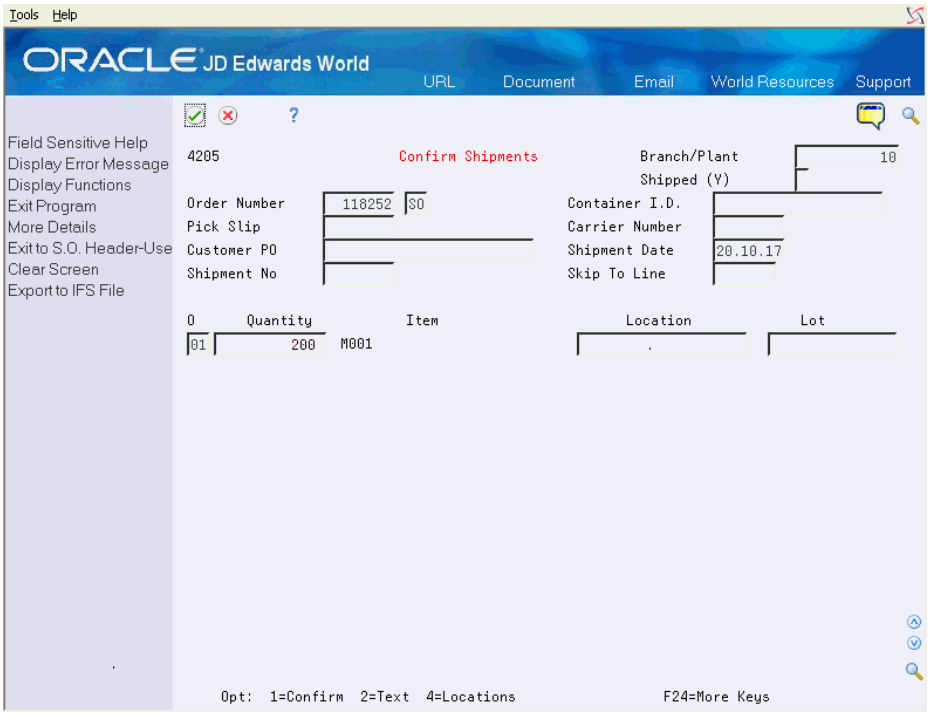
From Sales Order Processing (G4211), choose Confirm Shipments

You can verify sales order information, record additional information, such as packing or handling fees, and determine when the inventory leaves the warehouse when you use the Confirm Shipments program.

To confirm shipment of items on an order

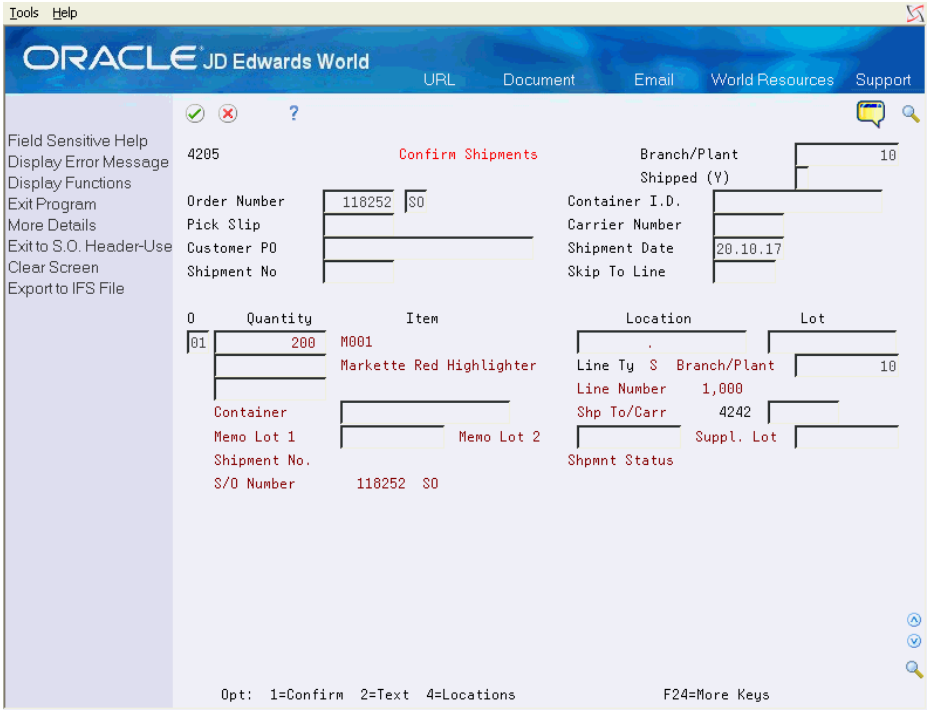
On Confirm Shipments

Figure 29–1 Confirm Shipments screen



1. Complete the following fields:
   - Order Number
   - Branch/Plant
2. Review the following fields and make any necessary changes:
   - Pick Slip #
   - Container I.D.
   - Customer PO
   - Carrier Number
   - Shipment Date
3. Access the detail area.

Figure 29–2 Confirm Shipments (Detail) screen



4. Review the following fields:
   - Quantity
   - Item
   - Location
   - Lot
5. Confirm each order line by choosing the Confirm option.

29.1.4 Confirming Shipments from Multiple Locations

Navigation

From Sales Order Management (G42), choose Sales Order Processing

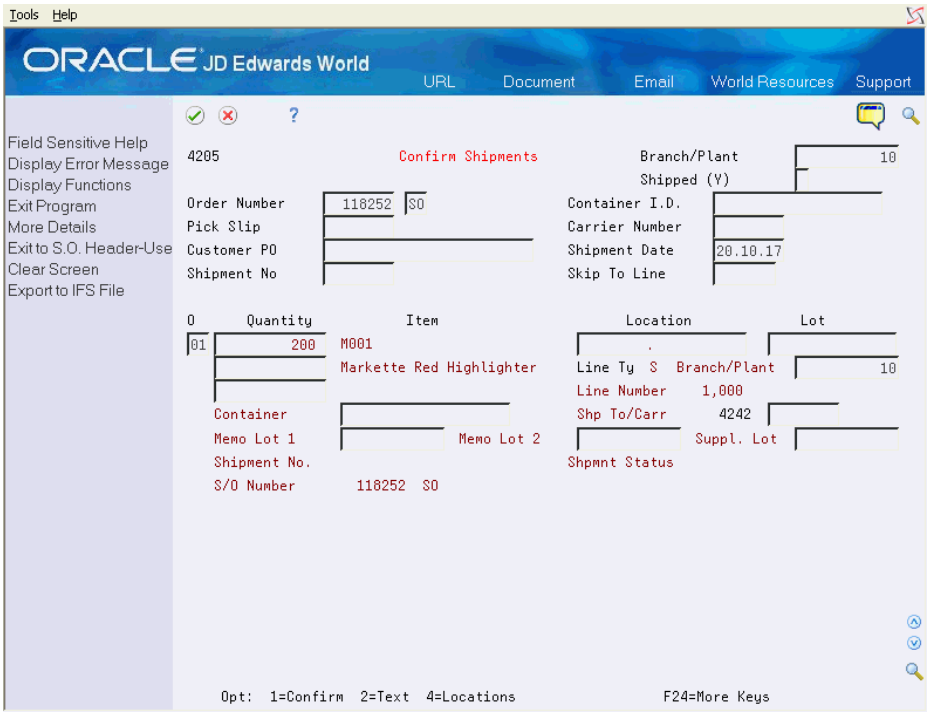
From Sales Order Processing (G4211), choose Confirm Shipments

If the items on an order are picked from multiple locations, you can specify the locations and the quantity, and confirm shipment. Unless you have specified lot control during shipment confirmation, you can also choose quantity from a lot within the location.

To confirm shipments from multiple locations

On Confirm Shipments

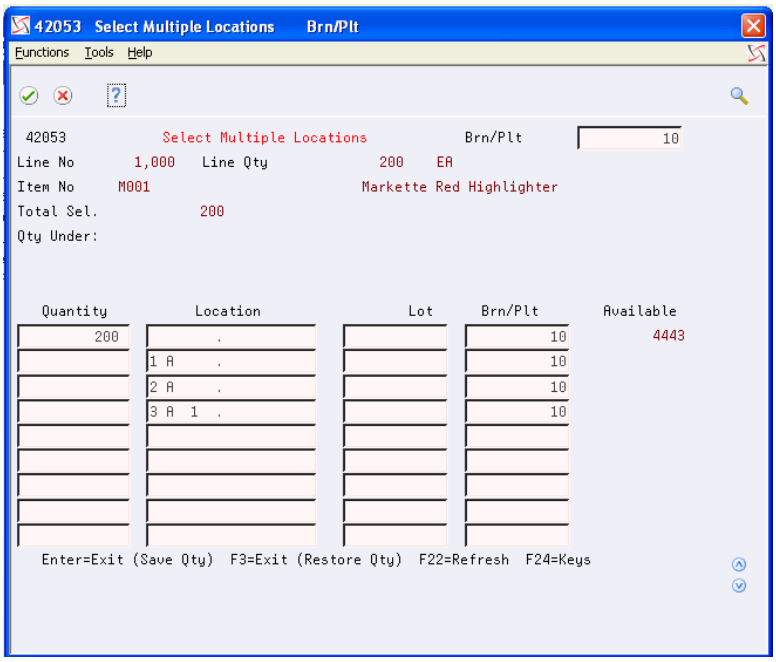
Figure 29–3 Confirm Shipments screen



1. Complete the following fields:
   - Order Number
   - Branch/Plant
2. Choose the locations option to access the Multiple Locations window for each line item.

   The system displays the inventory available for the line item at the branch/plant from which the sales order originated.

Figure 29–4 Select Multiple Locations screen



3. To access information for inventory that is available from another location, complete the following field:
   - Branch/Plant
4. Complete the following fields for each location that you review:
   - Quantity
   - Item
   - Location
   - Lot
5. Save the quantity allocation and exit to Confirm Shipments.

   The Confirm Shipments form displays the quantities that are allocated to multiple locations. You only confirm shipment to the original order line.
6. Confirm each order line by choosing the Confirm option.

Field	Explanation
Pick Slip #	An automatic next number assigned by the system that can be used to track picking information through the system. This number is assigned during the printing of pick slips. The shipment confirmation program allows inquiry and confirmation by this number.
Container I.D	Identifier on the container or that you assign to the container in which the items on this purchase order or order line were shipped to you. You can assign container information to an order during receipts entry.

29.1.5 Processing Options

See Section 66.4, "Shipment Confirmation (P4205)."

29.2 Reversing Shipments

If you enter a shipment in error, you can use the Order Confirmation program (P4205) to reverse the shipment.

For stock line items, the system performs the following updates when you reverse a shipped sales order line:

- Restores the on-hand quantity for the item in the Item Location file (F41021)
- Restates commitments for the item in the Item Location file (F41021)
- Clears the On Hand Updated field in the Sales Order Detail File (F4211)
- Clears the Actual Ship Date in the Sales Order Detail file (F4211)
- Creates a new record in the Item Ledger file (F4111) for the quantity you reverse
- Updates the Item History file (F4115)
- Adjusts the Status Codes on the order line to reflect the reversal

  The system reverses the Last and Next Status Codes on the order line. For example, if the Last and Next Status codes prior to the reversal are 560/580, after the reversal they are 580/560.

  You can also use the Override Next Status Code for Reversals processing option to designate a Next Status Override Code when reversing an order line.

For non-stock line items, the system performs the following updates when you reverse a shipped sales order line:

- Adjusts the Status Codes on the order line to reflect the reversal

  The system reverses the Last and Next Status Codes on the order line. For example, if the Last and Next Status codes prior to the reversal are 560/580, after the reversal they are 580/560.

  You can also use the Override Next Status Code for Reversals processing option to designate a Next Status Override Code when reversing an order line.
- Clears the Actual Ship Date in the Sales Order Detail file (F4211)

You can reverse a shipped order line only when you set the Display Shipped Mode processing option to display the Shipped Mode field on the screen.

To reverse shipment of items on an order

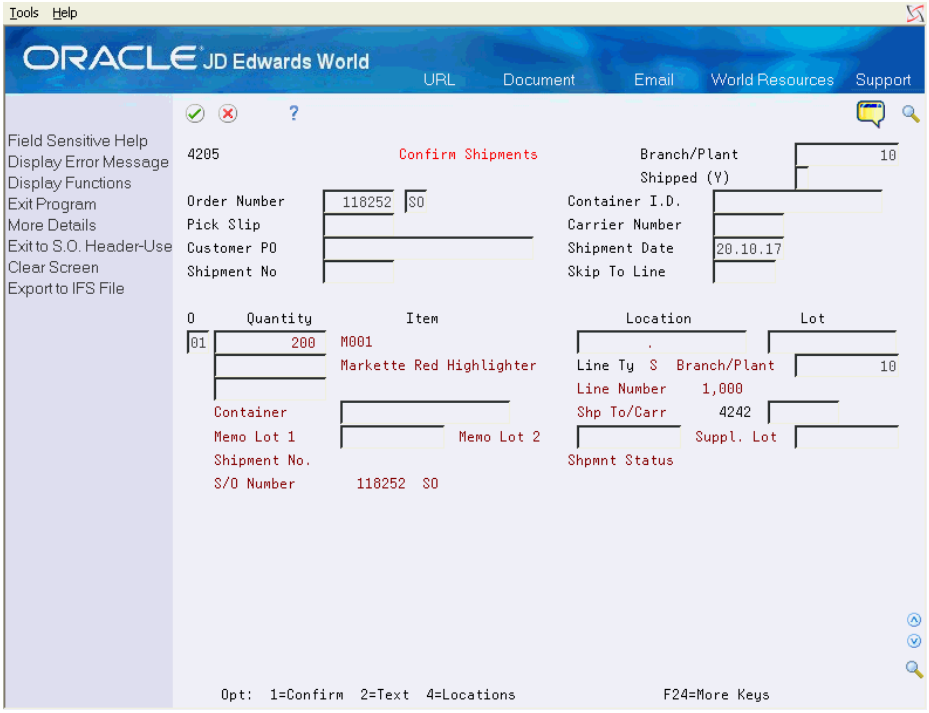
Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Confirm Shipments

1. On Confirm Shipments complete the following fields:
   - Order Number
   - Branch/Plant
2. Enter Y in the Shipped field.
3. Enter 10 in the Option field.

Figure 29–5 Confirm Shipments screen



Field	Explanation
Shipped (Y)	A code that determines whether the system displays sales order lines that have been shipped. Valid codes are: blank - Display sales order lines that have not been shipped. You can only ship these order lines. Y - Display sales order lines that have been shipped. You can only reverse shipment of these order lines.
Container I.D	

29.3 Entering Serial Numbers

For tracking purposes, certain items, such as appliances, require you to enter serial numbers. You set up serial number requirements in the Inventory Management or Purchase Order Management system.

You can assign serial numbers at the following times:

- Receipt of items into your inventory
- During storage of items in the warehouse
- Prior to ship confirmation
- During ship confirmation

If the serial number requirement is set up for an item in the item's master information, but the serial number is not entered prior to shipment confirmation, you must enter one before you confirm the item for shipment.

Entering serial numbers includes the following tasks:

- To enter serial numbers prior to shipment

- To enter serial numbers at ship confirmation

To enter serial numbers prior to shipment

You can assign serial numbers using the Serial Number Revisions program (P42022) program. If you are using the Order Confirmation program (P4205) and an item requires a serial number, the system displays the P42022 program so you can enter the serial number.

Using batch shipment confirmation, you must assign serial numbers to items that require a serial number prior to running the Batch Order Confirmation program (P42051). Items with serial numbers include a Y in the Serial Number Required field. The Serial Number Required field is in both the Item Master (F4101) and in the Item Branch (F4102) tables.

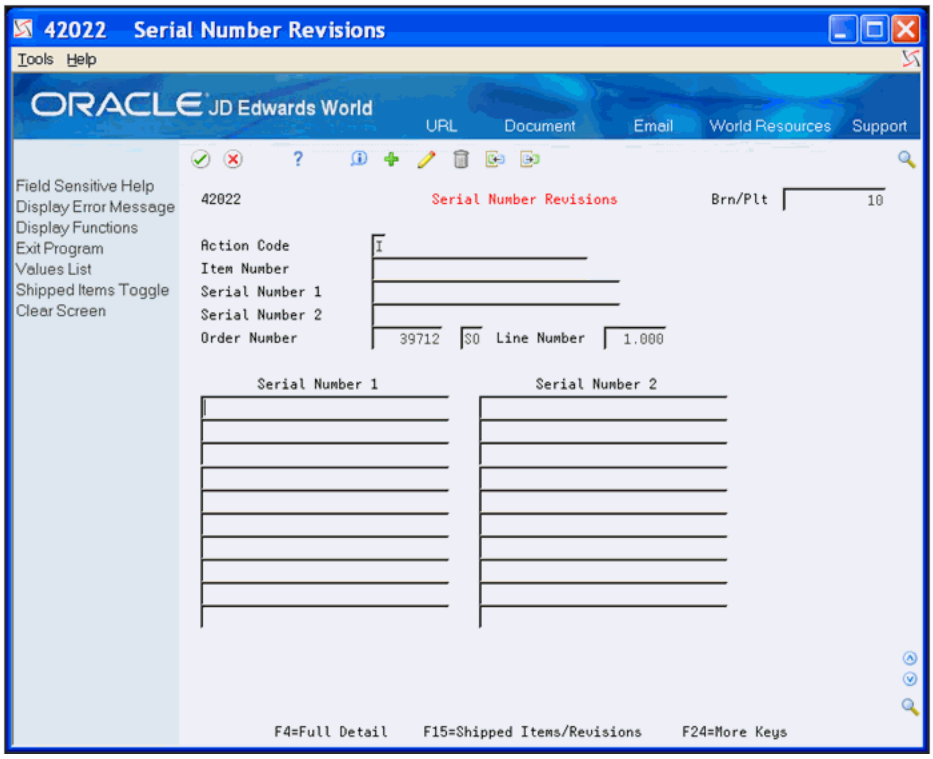
Depending on the quantity you are shipping for a particular sales order, you must assign each item a serial number. For example, if the quantity on the sales order detail line is 3, then you must assign a serial numbers to all three items.

Navigation

From Automated Shipment Confirmation (G4216), choose Serial Number Revisions

1. On Serial Number Revisions, complete the following field:
   - Branch/Plant
2. Complete the Item Number field or complete the following fields and click Inquire:
   - Order Number
   - Document Type
   - Document Type
3. Click F10.

Figure 29–6 Serial Number Revisions screen



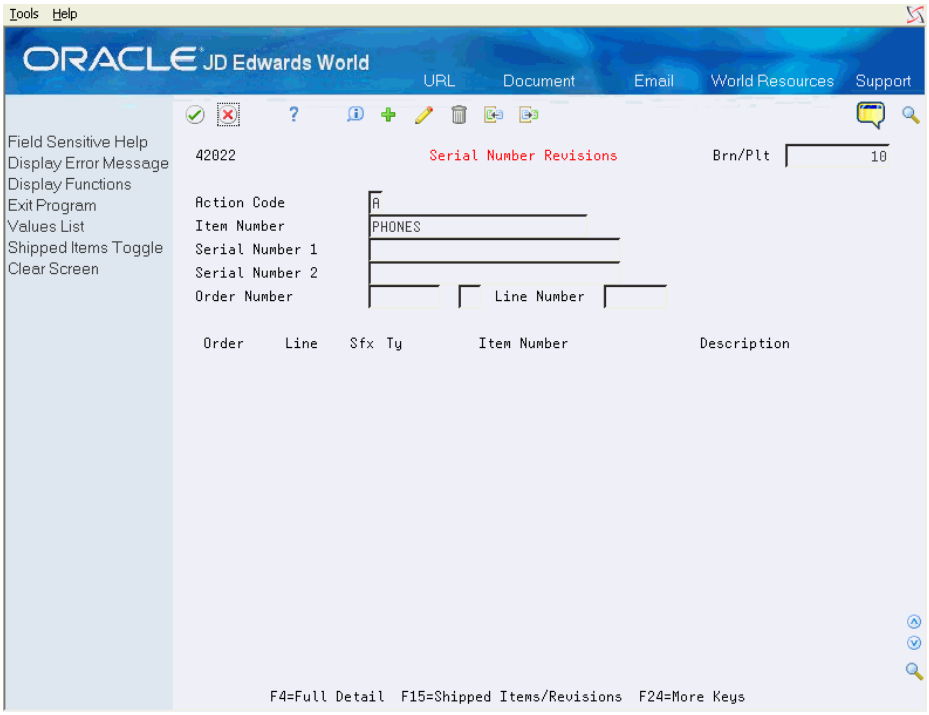
4. On Serial Number Selection, review the following fields:
   - Serial Numbers
   - Item
   - Order
   - Line

Figure 29–7 Serial Number Selection screen

5. Perform one of the following:

   - Enter 5 in the Option field to choose serial numbers for the items and click Enter
   - To add a new serial number, press F15 to access Serial Number Revisions

Figure 29–8 Serial Number Revisions screen



6. On Serial Number Revisions, complete the following fields
   - Branch/Plant
   - Item Number
7. Complete the Serial Number 1 field.
8. To add a secondary serial number for an item, complete the Serial Number 2 field.
9. Press F15 to return to the Serial Number Selection Form.
10. Enter 5 in the Option field to choose a serial number for the item and click Enter.

To enter serial numbers at shipment

Navigation

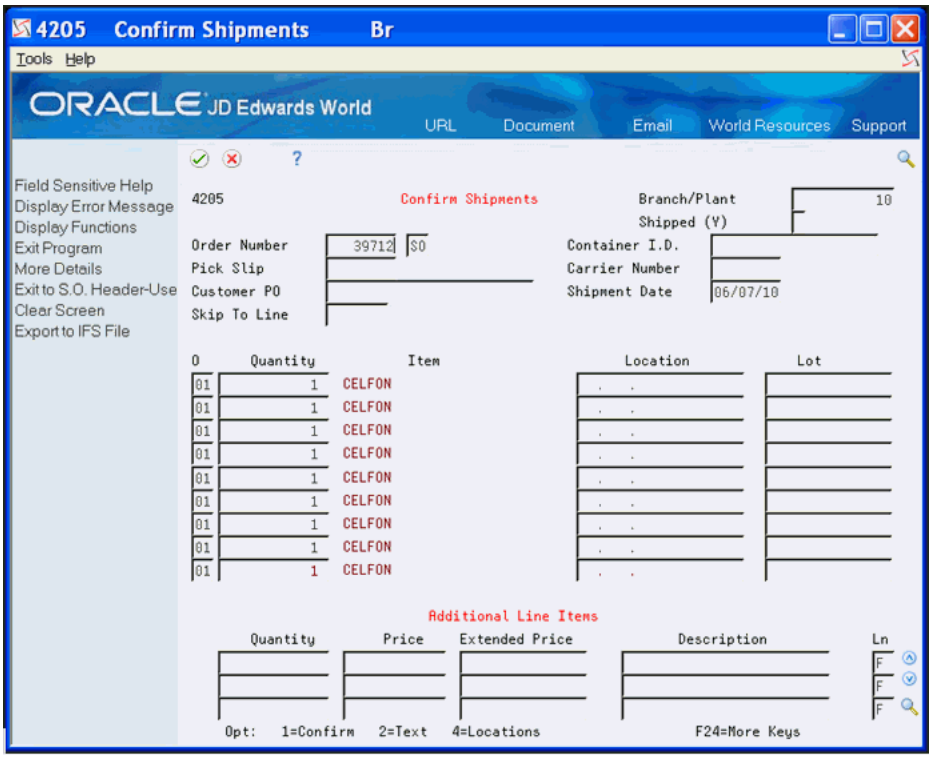
From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Confirm Shipments

If you set the Serial Number Required field to Y for an item on the Item Master, the Serial Number Selection form displays.

1. On Confirm Shipments, locate the order.
2. Enter 1 in the Option field to confirm the order.

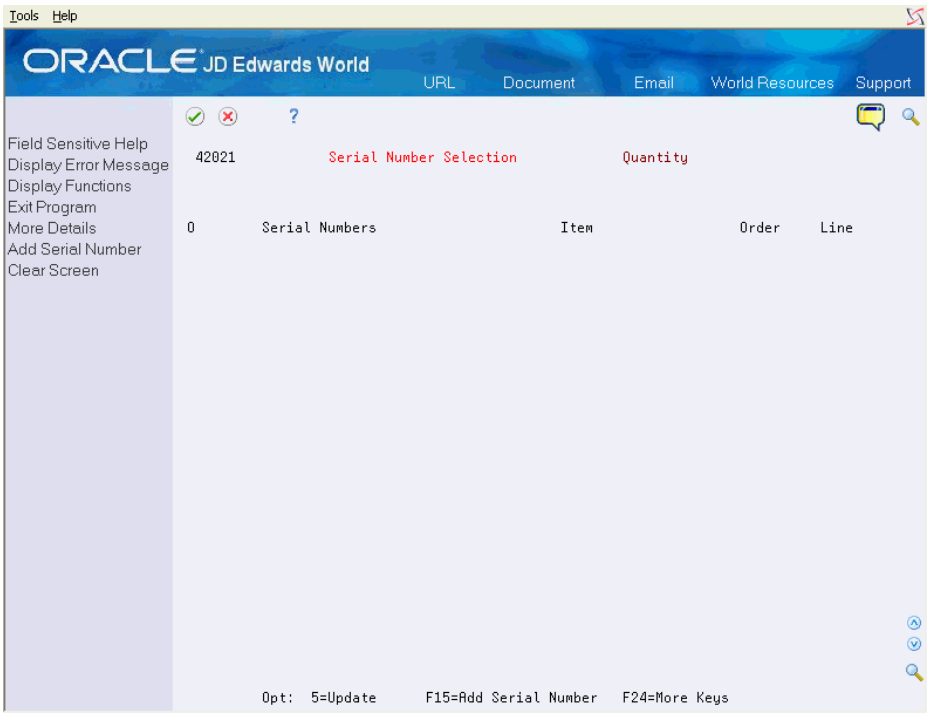
Figure 29–9 Confirm Shipments screen



3. On Serial Number Selection, review the following fields:
   - Serial Numbers
   - Item
   - Order

- Line

Figure 29–10 Serial Number Selection screen



4. Enter 5 next to the serial numbers for the items and click Enter.

See Also:

- Setting Up Item Master Information in the *JD Edwards World Inventory Management Guide*,
- Assigning Locations, Lots, and Serial Numbers in the *JD Edwards World Procurement Guide* for more information.

29.4 Confirming Shipments by Batch

The Batch Order Confirmation program (P42051) allows you to quickly and easily perform ship confirmation on a select group of sales orders. You no longer need to locate and confirm each of the sales orders using the Order Confirmation program (P4205).

For tracking purposes, certain items in the order might require serial numbers. If you set up a serial number requirement for an item in the item's master information, you must then enter a serial number. If you use the Batch Order Confirmation program, you *must* assign serial numbers to items that require a serial number *prior* to running this program.

Using the Automated Shipment Confirmation menu (G4216), you can also perform additional ship confirmation tasks.

Use the Batch Order Confirmation program (P42051) to confirm shipments in batch mode. This program launches the Order Confirmation program (P4205) and allows you to confirm multiple shipments at one time. This program allows you to update sales order detail records based on the Sales Order Detail File (F4211) table.

If you include a sales order in the batch with an order detail line for an item quantity in which there is insufficient quantity, (partially shippable and partially backordered quantity at the time of order entry), this program confirms shipment of the available quantity and creates a sales order detail line for the backordered quantity.

You can run the program in either proof or final mode. JD Edwards World recommends that you run this program in proof mode first. If you locate any errors, you should fix these and run the program again in proof mode. When the program, run in proof mode, no longer produces errors, you can then run the program in final mode to perform file updates and advance the status codes.

You can set the Order Confirmation (P4205) processing option to launch the Freight/Additional Charge Calculations program (P40210), which also runs in batch mode, to create freight records.

There are two methods to assign shipment numbers to order lines using the Batch Order Confirmation program:

- Automatically, by setting the Use Next Numbers for Shipment Number processing option in the Batch Order Confirmation program that assigns shipment numbers from next numbers. Additionally, you can set the Generate New Shipment Number processing option in the Batch Order Confirmation program to specify at which point this program generates a new next number for the shipment number it assigns to sales order detail records. In other words, the program groups sales order detail records with the same shipment number.
- Manually, by using the Select S/O's (P42046) program. You can access this program either from the Shipment Workbench (P4207) program or from the Automated Shipment Confirmation menu (G4216).

You can use the Shipment Workbench to locate shipment numbers and review which sales order detail records constitute a shipment.

The Batch Order Confirmation program generates two reports when you run the program in proof mode. The Confirmed Shipment Report prints with sales order detail records that do not have errors. The Shipment Exception Report includes sales order detail records with errors.

You can set the processing options to specify that the Batch Order Confirmation program print the Shipment Exception and Confirmed Shipment reports. The items that print on the Confirmed Shipment report can include:

- Shipments confirmed in the batch process
- Kit components
- Header text
- Detail text

The Shipment Exception Report includes hard errors that the Batch Order Confirmation program produces. These include errors for the items to which you did not assign a serial number and that require a serial number.

The Order Confirmation program (P4205) also launches the Receipts by PO/Item/Account program (P4312) to process receipt routing. If the P4312 detects an error, it records the error and prints it on the Shipment Exception Report.

After you run this program, the Shipment Confirmed field (SO16) in the sales order detail record contains a 2 to indicate use of the Batch Order Confirmation program.

What You Should Know About

Topic	Description
Generate New Shipment Numbers	The Generate New Shipment Number processing option includes six fields from which you can choose to generate a new shipment number. They include: ■ Order number ■ Business unit ■ Ship-to address book number ■ Sold-to address book number ■ Mark-for address book number ■ Carrier number Entering 1 next to any of these six fields specifies that the program use this field as a level break for assigning shipment numbers. A 1 next to any of these indicates that if the value changes for that field from one sales detail record to the next sales detail record, then the program retrieves a new value from next numbers for the shipment number. For example, if you enter 1 next to both ship-to address book number and carrier number, then any time there is a change in either ship-to address book number or carrier number the program retrieves a new next number for the shipment number in the sales order detail record. If a value other than zero exists in the sales order detail record for the shipment number, then the program does not change the shipment number for that sales detail record. If the Use Next Numbers for Shipment Number processing option is set to 1 and you do not enter 1 in any the six fields for this processing option, then the program retrieves a new next number for the shipment number for each sales order detail record. If you plan to use the six fields in the Generate New Shipment Number processing option to specify level breaks, then you must set up the Data Sequence for P42051 to sort by the same fields. JD Edwards World recommends that you set up separate DREAM Writer versions for each configuration of the Generate New Shipment Number processing option that you use.

Navigation

From Automated Shipment Confirmation (G4216), choose Batch Order Confirmation

29.4.1 Data Selection

Typically, you use the next status in the order activity rules.

29.4.2 Data Sequence

If you use the six fields in the Generate New Shipment Number processing option to specify level breaks, then you must set up the Data Selection to sort by these same fields.

29.4.3 Processing Options

See Section 66.5, "Batch Ship Confirm - Final (P42051)."

29.5 Printing Shipping Documents

You can print shipping documents, such as bills of lading and delivery reports, before you ship the order. Shipping documents accompany the order to its destination. Delivery personnel can use these documents to compare what they are supposed to deliver with what they are transporting.

Printing shipping documents includes the following tasks:

- Printing bills of lading
- Printing delivery notes

29.5.1 Printing Bills of Lading

Navigation

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Shipping Documents

You run a version of the Print Shipping Document program to print bills of lading. The Sales Order Detail File (F4211) is the based on file for the Print Shipping Documents program (P42530). A bill of lading lists the following information about the order:

Information	Description
Item	Includes item description, country of origin, quantity, weight, and volume.
Billing	Includes customer address and price.
Shipping	Includes shipping instructions, total weight, and total volume.
Delivery	Includes signature lines for the driver and the customer.

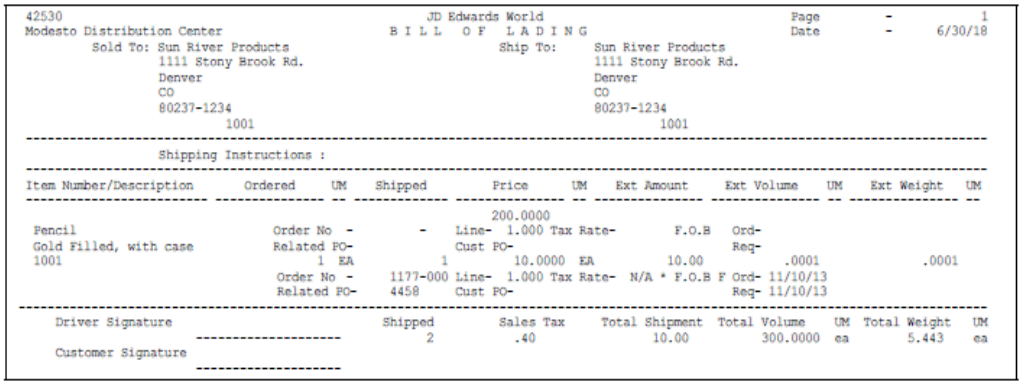
You can specify the heading that prints at the top of the document, such as "Bill of Lading", when you run the program. Because a shipping document has signature lines for the delivery person and the customer, you can also use it as a receipt.

For informational purposes you can set up print messages and item notes to print on Bills of Lading. In addition, you can print Lot Category Codes on the Bill of Lading report by setting the appropriate processing options for P42530.

You can generate bill of lading numbers by setting the processing option. The program retrieves the bill of lading number directly from next numbers. Another option is to have the system assign a bill of lading number based on a concatenation of the character code assigned to the relevant company in UDC 41/UC and a next number. Next numbers for Bill of Lading are set up under the Product Category for Inventory (40). You assign a character code to a company in UDC 41/UC by designating the

company in the Special Handling Code field. The program uses default company 00000 if the relevant company is not set up in UDC 41/UC.

Figure 29–11 Bill of Lading report



```
42530                                    JD Edwards World                                    Page        -          1
Modesto Distribution Center                B I L L   O F   L A D I N G                      Date        -      6/30/18
        Sold To: Sun River Products                              Ship To:    Sun River Products
                 1111 Stony Brook Rd.                                        1111 Stony Brook Rd.
                 Denver                                                      Denver
                 CO                                                          CO
                 80237-1234                                                  80237-1234
                      1001                                                        1001
-------------------------------------------------------------------------------------------------------------------------
                 Shipping Instructions :
-------------------------------------------------------------------------------------------------------------------------
Item Number/Description      Ordered     UM    Shipped        Price      UM    Ext Amount     Ext Volume    UM    Ext Weight   UM
-------------------------- ---------- ---- ---------- ------------ ---- ------------ ------------ ---- ------------ ----
                                                          200.0000
 Pencil                          Order No  -         -    Line-  1.000 Tax Rate-        F.O.B   Ord-
 Gold Filled, with case          Related PO-             Cust PO-                       Req-
 1001                                 1  EA          1        10.0000  EA          10.00        .0001            .0001
                                 Order No  -    1177-000 Line-  1.000 Tax Rate-  N/A * F.O.B F Ord- 11/10/13
                                 Related PO-    4458     Cust PO-                       Req- 11/10/13
-------------------------------------------------------------------------------------------------------------------------
    Driver Signature                          Shipped        Sales Tax     Total Shipment  Total Volume    UM  Total Weight  UM
                   --------------------             2              .40              10.00         300.0000  ea        5.443  ea
    Customer Signature
                   --------------------
```

See Also:

- Set Up Messages in the *JD Edwards World Inventory Management Guide*, which explains how to set up print messages and item notes.

29.5.2 Processing Options

See Section 66.3, "Bill of Lading (P42530)."

See Section 66.12, "Text Messages (P4016)."

29.5.3 Printing Delivery Notes

From Sales Order Management (G42), choose Sales Order Reports

From Sales Order Reports (G42111), choose Print Delivery Notes

You run a version of the Print Delivery Notes program to print information that delivery personnel can use during delivery. For example, they can compare the items that they are supposed to deliver with the items that they have on the delivery vehicle. This is helpful if your company uses its own vehicle for deliveries instead of an outside company's vehicle.

You can only provide delivery notes to a customer if the customer's billing instructions are set up to allow delivery notes.

To ensure that the customer's invoice is accurate, you can print delivery notes after shipment confirmation but before you generate a customer invoice for an order.

Before You Begin

- Verify that the customer billing instructions for the customer are set up to allow delivery note printing. Chapter 48, "Set Up Customer Billing Instructions."
- Verify that the order activity rules include a status code for printing delivery notes that is between shipment confirmation and printing invoices. See Chapter 51, "Set Up Order Activity Rules."

29.5.4 Processing Options

See Section 66.6, "Print Delivery Notes (P42535)."

30

Work with Invoice Cycles

This chapter contains these topics:

- Section 30.1, "Overview,"
- Section 30.2, "Creating the Invoice Cycle Preference,"
- Section 30.3, "Setting Up Invoice Cycle Calculation Rules,"
- Section 30.4, "Running the Schedule Invoice Cycle,"
- Section 30.5, "Verifying the G/L Entries."

Cycle billing provides the functionality of printing invoices for a customer on a periodic basis, using a scheduled invoice date. If you wish, you can create invoices for different customer and item combinations in different cycles. For example, you might have a customer who receives weekly shipments but prefers to receive only one invoice at the end of each month.

30.1 Overview

You set up invoice cycles to control how the Schedule Invoice Cycle program calculates scheduled invoice dates. When you set up invoice cycles, you apply different cycle calculation rules and schedules to different customer and item combinations. For example, one customer might prefer an invoice at the end of the month for all shipments that were made during that month, and another customer might prefer a weekly invoice for specific items.

You set up an invoice cycle calculation rule to define the type of calculation that the system uses to compute an invoice date. After you set up invoice cycles, you can assign them to customer and item combinations with the Invoice Cycle preference. You can later revise scheduled invoice dates, if necessary.

You can set up customer billing schedules, such as weekly or monthly, that are based on customer and item combinations in the Invoice Cycle preference. Within the invoice cycle preference, you can indicate the parameters that the system uses to calculate scheduled invoice dates in the cycle calculation rule. For example, you might create an invoice for one customer weekly, bi-weekly, or monthly. You can also specify that another customer receives an invoice one week after the actual shipment date.

The Schedule Invoice Cycle program updates deferred G/L accounts for costs of goods sold, revenue, and unbilled accounts receivable. You can run the program in proof mode for review purposes or in final mode to perform the updates.

By setting up an invoice cycle preference for a customer, you create an interim step between shipment confirmation and invoicing.

30.1.1 Before You Begin

- Verify that you have set up the preference master, preference profiles, and hierarchies to fit your business requirements. See Section 41, "Overview to Preferences."

30.1.2 What You Should Know About

Topic	Description
AAIs for invoice cycles	You must set up the following AAIs when processing invoice cycle information: ■ 4221 - deferred costs of goods sold ■ 4231 - deferred revenue ■ 4232 - unbilled accounts receivable See Section 58.1, "Setting Up Automatic Accounting Instructions."
User defined codes for invoice cycles	You must set up the following code tables for use with invoice cycle processing: ■ Invoice cycle - 40/CY ■ Day of week - 42/DW ■ Based on date name - 42/DN ■ Calculation rule - 42/CR (hard-coded) See Working with User Defined Codes in the *JD Edwards World Technical Foundation Guide*.
Order Activity Rules	Set up a cycle billing status in the order activity rules for each relevant order type and line type combination. The default cycle billing status is 578. Note that all lines on the order should be set to this status during their progress through sales order processing, even if the lines do not have preferences for cycle billing. Since the Cycle Billing program (P49700) should process orders before the Print Invoices program, a typical next status would be 580 (Print Invoices).

See Also:

- Chapter 42, "Work with the Preference Master and Hierarchy" for more information about preferences, profiles, and hierarchies.

30.2 Creating the Invoice Cycle Preference

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

A preference is information that you define for a customer, an item, or any combination of customer (sold to, ship to, or parent addresses), customer group, item, or item group.

You use the Invoice Cycle preference to define a specific invoice cycle for a customer and item combination. The Schedule Invoice Cycle program works in conjunction with

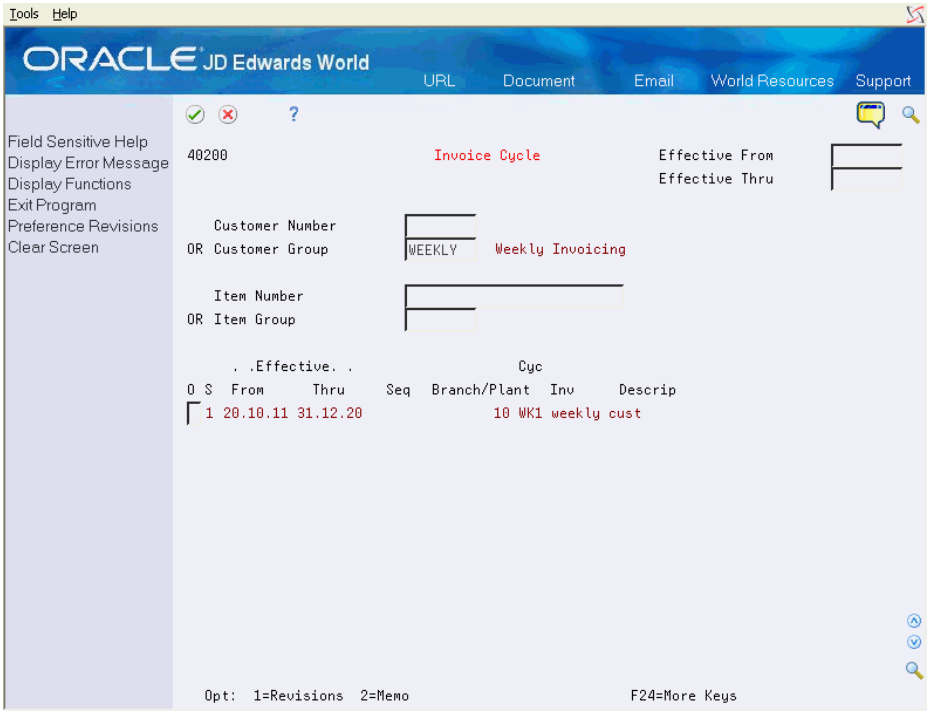
the Invoice Cycle preference and the invoice cycle calculation rule to calculate scheduled invoice dates for a customer and item combination.

To create the Invoice Cycle preference

On Preference Profiles

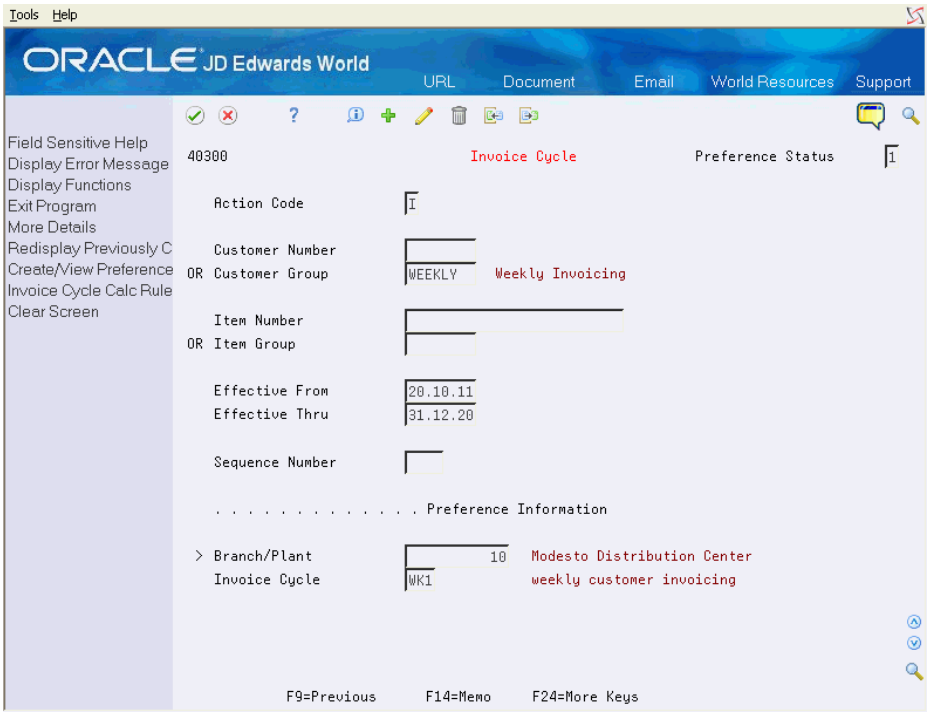
1. To access the Preference Inquiry, choose the Inquiry option that corresponds to Invoice Cycle preference.

Figure 30–1 Invoice Cycle screen



2. On Invoice Cycle, choose the Revisions option to access the Preference Profile Revisions form.

Figure 30–2 Invoice Cycle screen



3. On the Preference Profile Revisions, complete one or more of the following fields to define customer and item combinations:
   - Customer Number
   - Customer Group
   - Item Number
   - Item Group
4. To define specific preference information, complete the following fields:
   - Effective From
   - Effective Thru
   - Quantity From
   - Quantity Thru
   - Sequence Number
   - Branch/Plant
   - Invoice Cycle

What You Should Know About

Topic	Description
Document sets	When you set up the Invoice Cycle preference, verify that it does not conflict with the document set you assign to the customer and item combination in the Document Set preference. See Chapter 44, "Set Up Preferences."

Topic	Description
Primary invoice	You must ensure that the document set that was printed before and during the load confirm process does not include a primary invoice. If it includes a primary invoice, the system will not apply the Invoice Cycle preference.

See Also:

- Chapter 41, "Overview to Preferences" and Chapter 44, "Set Up Preferences."

30.3 Setting Up Invoice Cycle Calculation Rules

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

You set up an invoice cycle calculation rule to define the type of calculation that the system uses to compute an invoice date. For example, you can set up daily, bi-weekly, or based-on-date invoicing. You can then enter test dates to review the calculated invoice dates and ensure that you have set up the calculation correctly.

If the calculation rules are bi-weekly, semi-monthly, or at the end of each month, you must also set up scheduled invoice date ranges.

The following invoice cycle calculation rules are hard-coded and require specific settings:

Calculation Rule	Required Settings	Type of Cycle
Daily invoicing	■ Based On Date Name must be blank ■ Day of Week must be blank ■ Days to Increment is optional	Daily Cycle
Weekly invoicing	■ Requires Based On Date Name ■ Requires Day of Week ■ Days to Increment is ignored	Weekly Cycle
Bi-weekly invoicing	■ Requires Based On Date Name ■ Day of Week must be blank ■ Days to Increment is ignored ■ Requires Scheduled Invoice Date	Scheduled Invoice Date Cycle
Semi-monthly invoicing	■ Requires Based On Date Name ■ Day of Week must be blank ■ Days to Increment is optional ■ Requires Scheduled Invoice Date	Scheduled Invoice Date Cycle

Calculation Rule	Required Settings	Type of Cycle
End-of-month invoicing	■ Requires Based On Date Name ■ Day of Week must be blank ■ Days to Increment is optional ■ Requires Scheduled Invoice Date	Scheduled Invoice Date Cycle
Based on date invoicing	■ Requires Based On Date Name ■ Day of Week must be blank ■ Days to Increment is optional	Based On Date Cycle

30.3.1 Example: Scheduled Invoice Date Calculation

This example illustrates how the Schedule Invoice Cycle program calculates the scheduled invoice date and how the calculation affects the generation of invoices. The following values are entered for the invoice cycle calculation rule:

- Based On Date is Order/Transaction Date (9/27/18)
- Days to Increment is 0
- Calculation Rule is End of Month
- Scheduled Invoice Date Ranges are as follows:
  - Start Dates = 9/1/18 and 10/1/18
  - End Dates = 9/30/18 and 10/31/18
  - Invoice Dates = 9/30/18 and 10/31/18

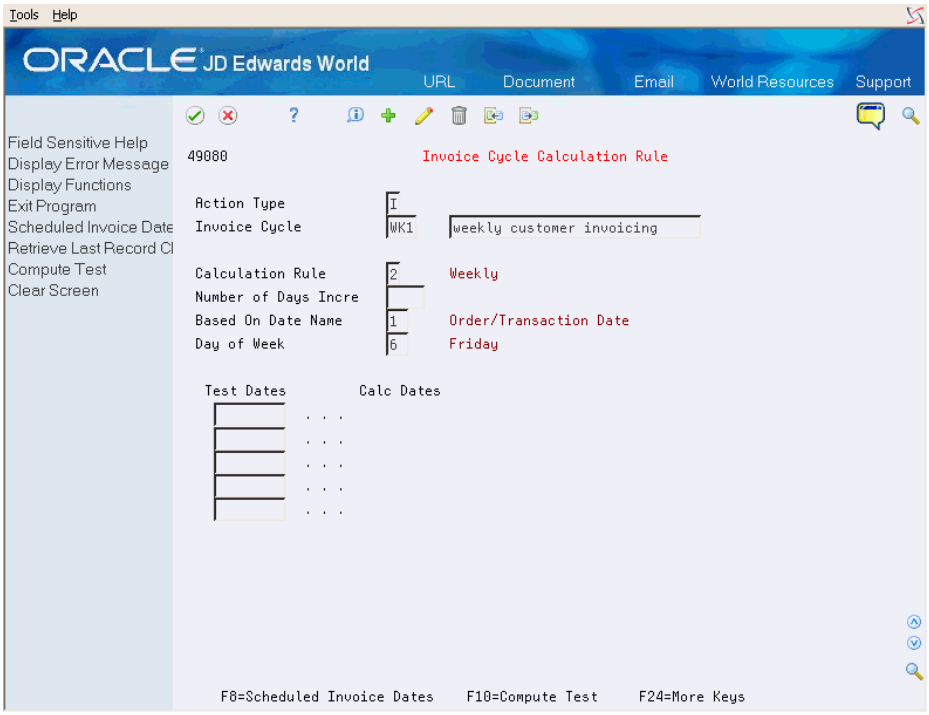
If the delivery confirmation occurs on 9/29/18, the following events occur:

Date	Events
On 9/29/18	The Schedule Invoice Cycle program processes the order line and calculates the scheduled invoice date as 9/30/18. Because the scheduled invoice date is later than the system date (9/29/18), the Cycle Billing program creates deferred journal entries.
On 9/30/18	Because the scheduled invoice date is before or on the system date, the Periodic Invoice program generates the invoice and the Update Customer Sales program reverses the deferred entries and completes the required G/L entries.

To set up invoice cycle calculation rules

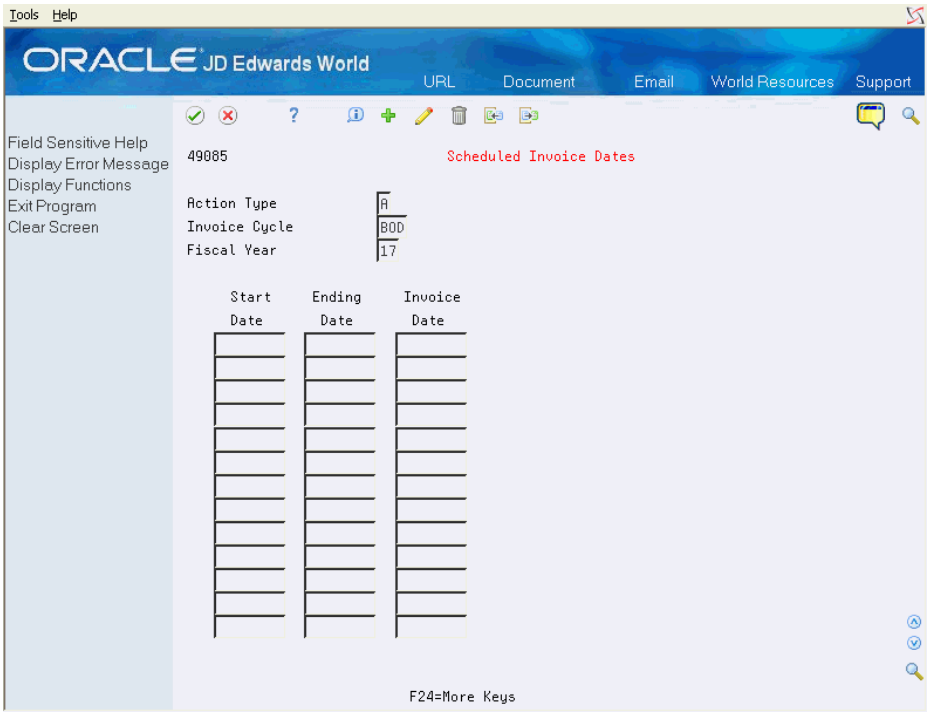
On Invoice Cycle Revisions (P40300) press F16 to go to Invoice Cycle Calc Rule

Figure 30–3 Invoice Cycle Calculation Rule screen



1. Complete one or more of the following fields:
   - Invoice Cycle
   - Calculation Rule
   - Number of Days Increment
   - Based on Date Name
2. To set up a calculation rule for a weekly invoice schedule, complete the following field:
   - Day of Week
3. To enter a bi-weekly, semi-monthly, or end-of-month invoice cycle, access Scheduled Invoice Dates.

Figure 30–4 Scheduled Invoice Dates screen



4. 4. On Scheduled Invoice Dates, complete the following fields:
   - Start Date
   - Ending Date
   - Invoice Date
5. Return to the Invoice Cycle Calculation Rule form.
6. Complete the following field:
   - Test Dates
7. Choose function key F10 to calculate the test scheduled invoice date.

Field	Explanation
Number of Days Increment	This is the number of days added to the based on date to determine the scheduled invoice date. This field can be specified for the daily and based on date calculation rule types.
Based on Date Name	The name of the specific date field that will be used in the cycle calculation.
Day of Week	This field indicates on which day of the week the Print Invoices program will produce an invoice for the customer. It is used for weekly cycles only.

30.3.2 What You Should Know About

Topic	Description
Location of Invoice Cycle Calculation and Scheduled Invoice data	The invoice cycle calculation rules are stored in the Invoice Cycle Calculation file (F49080). Scheduled invoice dates are stored in the Scheduled Invoice Date file (F49085).

30.4 Running the Schedule Invoice Cycle

Navigation

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Invoice Processing

From Invoice Processing (G42113), choose Schedule Invoice Cycle

You use the Schedule Invoice Cycle program to calculate scheduled invoice dates. Schedule Invoice Cycle is a batch program that works in conjunction with the Invoice Cycle preference and the invoice cycle calculation rule. If you have not set up the Invoice Cycle preference, the system applies the default invoice cycle identified in the appropriate processing option.

The scheduled invoice date determines whether the system writes deferred journal entries to G/L accounts. If the scheduled invoice date is greater than today's date, the invoice is on a billing cycle.

The Schedule Invoice Cycle program updates deferred G/L accounts for costs of goods sold, revenue, and unbilled accounts receivable. You can run the program in proof mode for review purposes or in final mode to perform the updates.

Deferred entries are necessary because, although you have delivered the order to the customer, the system does not include the order in the sales update until the order has been invoiced on the next billing cycle. The system must update the records to indicate that inventory is no longer in transit, and the accounting records must reflect the deferred billing.

If the scheduled invoice date for an order is before or on today's date, this indicates one of the following:

- A daily invoice cycle
- No billing cycle
- The current date is the cycle date

The program does not create deferred entries because the order is included in the sales update that night.

30.5 Verifying the G/L Entries

The Cycle Billing program generates two reports. To review the G/L entries or determine if there are any errors, you can:

- Review the Cycle Billing Transaction report
- Review the Cycle Billing Exception report

30.5.1 Before You Begin

- Set the appropriate processing option to run Cycle Billing in proof or final mode.
- Verify that the Invoice Cycle Calculation Rule has been set up.
- Verify that the Invoice Cycle preference has been set up.
- Verify that a user defined code for the default invoice cycle exists. The system applies this code when no preference is found for a customer and item combination. See Working with User Defined Codes in the *JD Edwards World Technical Foundation Guide*.

30.5.2 What You Should Know About

Topic	Description
Repricing sales orders at the end of the month	If the price of an item fluctuates or is not known until the end of the month, you can perform month-end repricing for the item. You create a User Defined Price Code preference to flag the customer and item combination for month-end repricing (for example, EM). The system enters this code in the Price Codes field on the sales order to identify the orders to be repriced at the end of the month. At the end of the month, you run the version of the Update Sales Price/Cost program that performs repricing by preference at month end. You should set the data selection for this version to select the sales orders with a price code of EM. These orders are updated with the most current price for the item. The Update Sales Price/Cost program creates a separate record in the Sales Order Detail table. The next time you run the Cycle Billing program, it processes this record. See Section 40.2, "Updating Prices for a Customer" and Section 44.2.22, "User Defined Price Code Preferences."
Viewing G/L deferred entries	You can view deferred entries using the General Journal Review (batch type G) on the General Accounting Daily Operations menu. For example, the system creates the following entries for an item with base price equal to 1000.00 and the cost equal to 500.00: ■ Credit to Deferred Revenue of 1000.00 ■ Debit to Unbilled Accounts Receivable of 1000.00 ■ Credit to Inventory In-Transit of 500.00 ■ Debit to Deferred Costs of Goods Sold of 500.00

Topic	Description
Deferred entries flag in the sales order files	The Cycle Billing program creates records in the Sales Order Detail Tag File (F49211). The relevant fields are Deferred Entries Flag (DEFF), Invoice Cycle (INCY) and Scheduled Invoice Date (SIDT). If deferred entries are created by Cycle Billing, the DEFF flag is populated with Y, and the corresponding record in Sales Order Detail (F4211) will have the Deferred Entries Flag (SO12) populated with 1. This flag which can be used for data selection in the Print Invoices program prompts Sales Update to create the reversing entries for the deferred entries created by Cycle Billing.

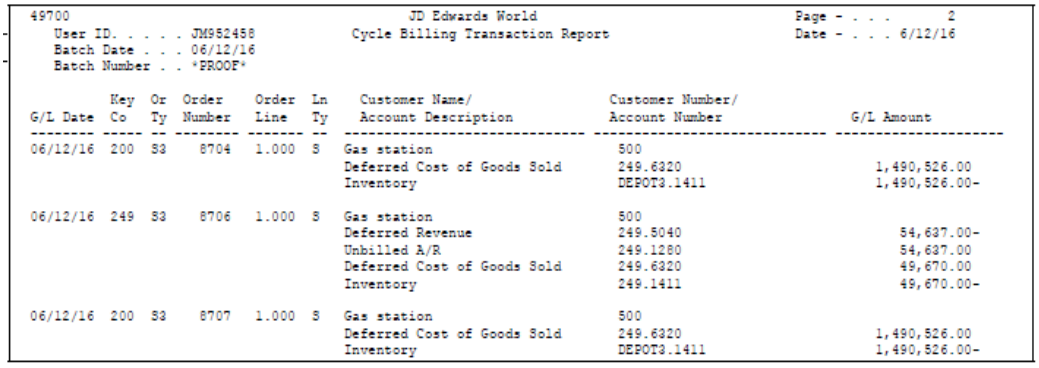
Topic	Description
Processing options for Cycle Billing	The processing options for Cycle Billing (P49700) are: ■ Option 1 - Is required and allows you to enter a valid next status for orders that have already been invoiced. The purpose of this option is to divert orders that have already been invoiced from calculating a scheduled invoice date. If orders are picked up for processing that already have an invoice number in the Sales Order Detail file (F4211), they will not be assigned a scheduled invoice date, but they will be assigned a next status as specified in this processing option, typically 600. ■ Option 2 - Allows you to enter an override next status for orders that are processed through cycle billing. If the option is blank, the next status will be assigned based on the order activity rules. The next status should allow the order to be run through the Print Invoice program, so it would typically be 580. ■ Option 3 - Is where you enter a version of Sales Update (P42800) that the program will retrieve the processing options from. The purpose of this option is to use the same processing options for the creation of the cycle billing journal entries and the sales update journal entries. Because sales update will reverse any journal entries created during cycle billing, these processing options should be consistent. The specific options on P42800 that Cycle Billing looks at are 3, 4, 5, 7, 11, 19, 20, 25 and 28. ■ Option 4 - Allows a proof or final version of the program to be run. Journal entries will only be written in final mode, so running in proof mode first will allow you to review the G/L entries that will be added so that you may make corrections if needed. ■ Option 5 - Here you enter the default invoice cycle to be used for those lines for which a preference is not found. Typically, this option will be set to Daily, and then the Invoice Cycle Preference is used to calculate the scheduled invoice date for any customer that requires an invoice cycle other than Daily. However, any other invoice cycle can be entered in this processing option as an override for all orders which will be run through this batch. The orders processed through this batch are based on: 1) the data selection of the version of the Cycle Billing program, and 2) the preference hierarchy. If the invoice cycle is stored in the 40/CY, but no calculation rule has been established for it, this value will populate the INCY field in the Sales Order Detail Tag file (F49211), but the DEFF and the SIDT will not be populated, and no deferred entries will be written.

30.5.3 Reviewing the Cycle Billing Transaction Report

The Cycle Billing program generates the Cycle Billing Transaction report for deferred entries. This report details the G/L entries for a particular order line. The system allows up to four G/L entries for a single order line. When you run the Cycle Billing program in proof mode, this report shows the G/L entries that will occur when you run the program in final mode. When you run the program in final mode, the report shows the updates that have been made. The program updates include the Deferred Entries Flag (DEFF), Invoice Cycle (INCY) and Scheduled Invoice Date (SIDT) fields on the Sales Order Detail Tag file (F49211) and the Last and Next status fields on the Sales Order Detail file (F4211) as the order is typically advanced to the invoice print stage.

If no deferred entries are created i.e., if the scheduled invoice date (SIDT) is less than or equal to today's date, only the cover page will print, if this is turned on in the additional parameters.

Figure 30–5 Cycle Billing Transaction Report

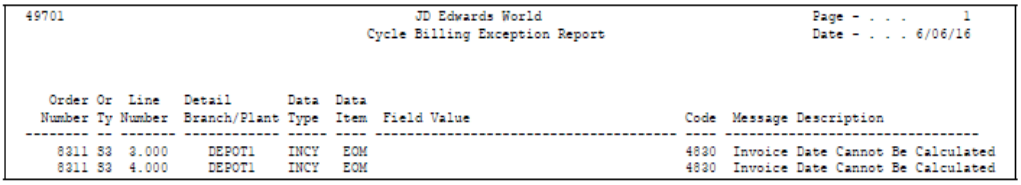


```
49700                                  JD Edwards World                                  Page - . . .       2
   User ID. . . . . JM952458          Cycle Billing Transaction Report                  Date - . . . 6/12/16
   Batch Date . . . 06/12/16
   Batch Number . . *PROOF*

          Key  Or  Order    Order  Ln    Customer Name/                Customer Number/
G/L Date  Co   Ty  Number   Line   Ty    Account Description           Account Number              G/L Amount
--------- ----- -- -------- ------- -- ------------------------------ ------------------------- ----------------------
06/12/16  200   S3    8704   1.000  S   Gas station                    500
                                        Deferred Cost of Goods Sold    249.6320                      1,490,526.00
                                        Inventory                      DEPOT3.1411                   1,490,526.00-

06/12/16  249   S3    8706   1.000  S   Gas station                    500
                                        Deferred Revenue               249.5040                         54,637.00-
                                        Unbilled A/R                   249.1280                         54,637.00
                                        Deferred Cost of Goods Sold    249.6320                         49,670.00
                                        Inventory                      249.1411                         49,670.00-

06/12/16  200   S3    8707   1.000  S   Gas station                    500
                                        Deferred Cost of Goods Sold    249.6320                      1,490,526.00
                                        Inventory                      DEPOT3.1411                   1,490,526.00-
```

30.5.4 Reviewing the Cycle Billing Exception Report

The Cycle Billing program generates the Cycle Billing Exception report if any errors occur that prevent a G/L update. For example, the program generates this report if an incorrect AAI exists. The report lists each error and explains the error. You should run the Cycle Billing program in proof mode to determine what errors will occur. You should then correct each error.

Figure 30–6 Cycle Billing Exception Report



```
49701                                  JD Edwards World                                  Page - . . .       1
                                      Cycle Billing Exception Report                    Date - . . . 6/06/16


  Order Or  Line   Detail       Data  Data
 Number Ty Number  Branch/Plant Type  Item  Field Value                                 Code  Message Description
-------- -- ------- ------------ ----- ---- ----------------------------------------- ---- --------------------------------
    8811 S3  3.000     DEPOT1    INCY  EOM                                            4830  Invoice Date Cannot Be Calculated
    8811 S3  4.000     DEPOT1    INCY  EOM                                            4830  Invoice Date Cannot Be Calculated
```

30.5.5 Processing Options

See Section 66.7, "Cycle Billing - Final (P49700)."

31

Process Invoices

This chapter contains these topics:

- Section 31.1, "Overview,"
- Section 31.2, "Printing Invoices."

An invoice provides the following information about an order:

- Item, quantity, and cost
- Shipping date and payment due date
- Additional charges and applicable discounts

31.1 Overview

After you confirm the shipment of orders, you can run the Schedule Invoice Cycle program. This program accesses the invoice cycle preference information for your customer and item combination, and, using the Invoice Cycle Calculation Rule program, calculates the scheduled invoice date. The scheduled invoice date determines whether the system writes deferred journal entries to G/L accounts. If the scheduled invoice date occurs after today's date, the invoice is on a billing cycle.

Typically, you print invoices after you confirm the shipment of an order. You can use the Print Invoices program to print invoices with current scheduled invoice dates.

31.2 Printing Invoices

From Sales Order Management (G42), choose Sales Order Processing

From Sales Order Processing (G4211), choose Invoice Processing

From Invoice Processing (G42113), choose Print Invoices

You run the Print Invoices program to print invoices with current scheduled invoice dates. You print periodic invoices after you run the Cycle Billing program. The program selects all sales order detail lines with a scheduled invoice date before or on today's date and creates a print batch for them.

The Print Invoice program updates the following fields in the Sales Order Detail table:

- Invoice number
- Invoice date
- Invoice document type

- Status codes (the program sets the next status code to run the Update Customer Sales program)

You can process and print a group of invoices in a batch using a proof or final version. You can specify one of the following types of invoices for your customers:

Invoice	Description
Unconsolidated invoice	The system prints a separate invoice for each order that the customer places.
Consolidated invoice	The system combines multiple sales orders on one invoice. You can set up the option to consolidate invoices in the customer's billing instructions. When you choose to consolidate invoices, the system consolidates the accounts receivable and general ledger entries.
Summarized invoice	The system combines multiple line items for the same item if the item number and cost and price of each line item are identical. For example, if you ship the same item to multiple locations, you might want to summarize line items for the invoice that is sent to the bill to location. You can consolidate or summarize invoices, but cannot do both.

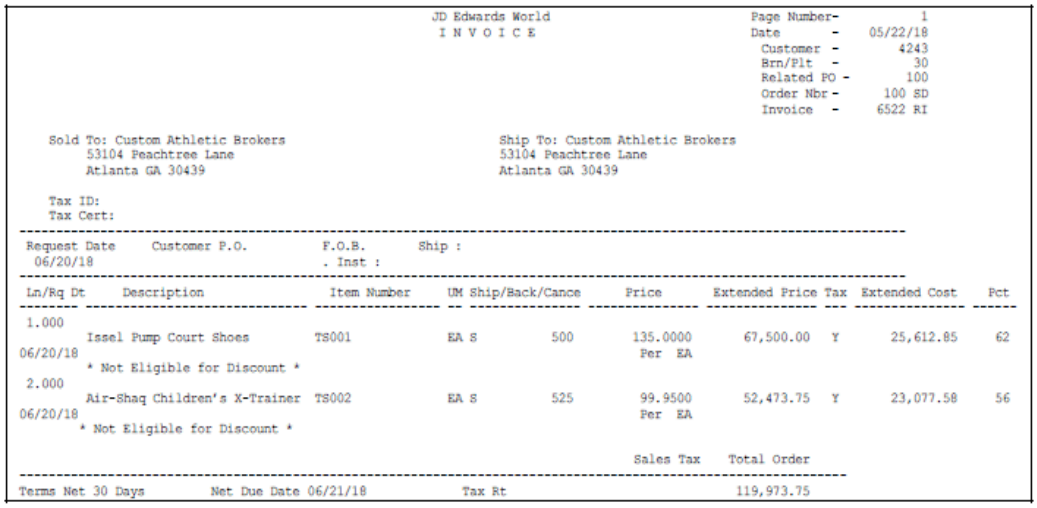
31.2.1 Before You Begin

- Verify that the Cycle Billing program has been run
- Verify that sales orders have the correct status code for printing invoices

31.2.2 What You Should Know About

Topic	Description
Calculating tax amounts	The system calculates tax amounts only for items that you ship. Any backordered items on the invoice do not have tax amount information.
Reviewing and printing invoices online	You can view invoices online for active and closed orders, and orders with backordered items. With the Online Invoice program, you can print a single invoice faster than you can submit one order at a time to batch.
Process and print individual invoices	You can print an invoice through the subsystem each time you confirm shipment of an order. See Chapter 62, "Work with Subsystem."
Process and print interbranch invoices	You can use the Print Invoices program to print interbranch invoices for interbranch sales orders. See Chapter 17, "Work with Interbranch Orders" for information about processing interbranch sales orders.

Figure 31–1 Invoice Example



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I N V O I C E

Page Number- 1
Date - 05/22/18
Customer - 4243
Brn/Plt - 30
Related PO - 100
Order Nbr - 100 SD
Invoice - 6522 RI

Sold To: Custom Athletic Brokers
53104 Peachtree Lane
Atlanta GA 30439

Ship To: Custom Athletic Brokers
53104 Peachtree Lane
Atlanta GA 30439

Tax ID:
Tax Cert:

Request Date	Customer P.O.	F.O.B.	Ship :
06/20/18		. Inst :	

Ln/Rq Dt	Description	Item Number	UM	Ship/Back/Cance	Price	Extended Price	Tax	Extended Cost	Pct
1.000	Issel Pump Court Shoes	TS001	EA	S 500	135.0000 Per EA	67,500.00	Y	25,612.85	62
06/20/18	* Not Eligible for Discount *								
2.000	Air-Shaq Children's X-Trainer	TS002	EA	S 525	99.9500 Per EA	52,473.75	Y	23,077.58	56
06/20/18	* Not Eligible for Discount *								

Sales Tax Total Order

Terms Net 30 Days Net Due Date 06/21/18 Tax Rt 119,973.75

31.2.3 Processing Options

See Section 65.13, "Sales Order Invoices Print (P42565)."

32

Update Status Codes

This chapter contains the topic:

- Section 32.1, "Updating Status Codes."

32.1 Updating Status Codes

Navigation

From Sales Order Management (G42), choose Additional Order Processes

From Additional Order Processes (G4212), choose Status Code Update

You can use the Status Code Update program to manually advance the status codes for order lines that you select. This allows you to manage steps in the order process that are unique to your company. For example, you can bypass credit approval for several order lines by processing them through the Status Code Update program.

You can also manually change a single line's status code to the next status code. However, if an order or order line is on hold, you must first release the order. Advancing the status of a held order does not automatically release the order.

You can only bypass the status codes that are set up in your system's order activity rules.

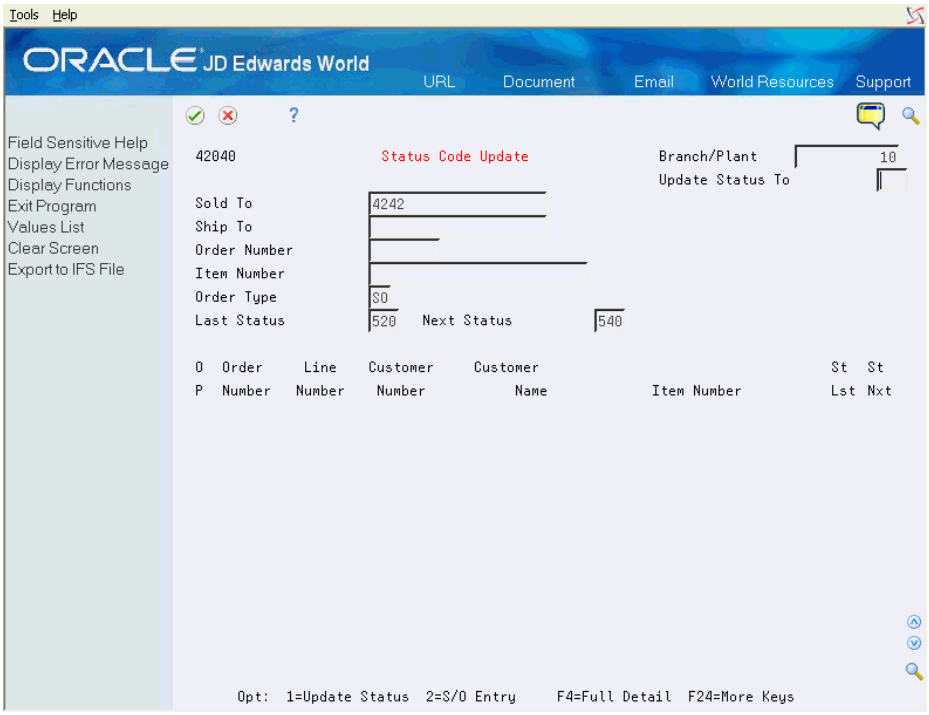
32.1.1 Before You Begin

- Verify that the status codes are set up in order activity rules

To update status codes

On Status Code Update

Figure 32–1 Status Code Update screen



1. Complete the following field:
   - Sold To
2. Locate the order lines for which you want to advance the status code by completing the following fields:
   - Branch/Plant
   - Ship To
   - Order Number
   - Order Type
   - Last Status
   - Next Status
3. Review the following fields:
   - Customer Number
   - Customer Name
   - Item Number
   - Last Status
   - Next Status
4. Complete the following field:
   - Update Status To
5. Update the status code of each order line by choosing the Update Status option.

Field	Explanation
Last Status	The code that specifies what step in the processing cycle was last completed successfully for this order line.
Next Status	User defined code (table 40/AT) that specifies what the next standard step is in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules screen.
Nxt	A user defined code (40/AT) that indicates the next step in the order process. *Form-specific information* Status to which you want to update orders selected in the lower part of this form. To correctly update these fields the order must be closed or canceled through sales order processing. You cannot update a line to a next status of 999. If you enter 999, the system displays an error message stating that you must go through sales order processing to close or cancel a sales order line.
Update Status To	A user defined code (40/AT) that indicates the next step in the order process. *Form-specific information* Status to which you want to update orders selected in the lower part of this form. To correctly update these fields the order must be closed or canceled through sales order processing. You cannot update a line to a next status of 999. If you enter 999, the system displays an error message stating that you must go through sales order processing to close or cancel a sales order line.

32.1.2 What You Should Know About

Topic	Description
Limitations of status code updates	You cannot use the Update Status Code program to advance order lines to a closed status, such as 999 or to a restricted status that is specified in during sales order entry. To assign a closed or canceled status to a sales order, you must advance the order through all of the steps in the sales order process.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide*for more information.

See Also:

- Chapter 51, "Set Up Order Activity Rules."

32.1.3 Processing Options

See Section 66.10, "Status Code Update (P42040)."

Part VI

End of Day Processing

This part contains these chapters:

- Chapter 33, "Overview to End of Day Processing,"
- Chapter 34, "Update Sales Information,"
- Chapter 35, "Work with Sales Update Information."

33

Overview to End of Day Processing

This chapter contains these topics:

- Section 33.1, "Objectives,"
- Section 33.2, "Overview."

33.1 Objectives

- To understand how the system updates inventory and general ledger information, such as cost of goods sold and revenue, on a daily basis
- To understand how the system transfers information for closed sales orders into the sales order history tables
- To review and correct any errors that result from running the Update Customer Sales program
- To print the sales journals

33.2 Overview

End of day processing is the last step in sales order processing and consists of updating, verifying, and posting daily sales information. This is perhaps the most important step in the sales order processing cycle because the system updates the records in the Sales Order Management system and the records in the other systems with which it interfaces, such as the Accounts Receivable and Inventory Management systems.

You perform end of day processing each day to maintain the most accurate sales information. After you run the program, you can review and post sales information, and print reports.

End of day processing includes the following tasks:

- Updating sales information
- Working with sales update information

When you perform end of day processing, the system provides the following information:

- Accounts receivable transactions
- General ledger account balances for inventory, cost of goods sold, revenue, and accounts receivable
- Inventory balances for on-hand quantities

- Daily activity reports
- Interim sales reports
- Commission reports

If you do not update your sales records on a daily basis, the following information might be inaccurate:

- Inventory balances for on-hand quantities
- Amounts posted to the sales, inventory, cost of goods sold, tax, and freight accounts
- Amounts posted to the accounts receivable ledger
- Reports for interim sales
- Reports for commissions

34

Update Sales Information

This chapter contains these topics:

- Section 34.1, "Updating Customer Sales,"
- Section 34.2, "Reviewing Sales Journals and Reports."

Updating sales information is the final step in the sales order processing process. It acts as an interface between Sales Order Processing and other modules, such as Inventory, Accounts Receivable and General Ledger. In order to maintain the most accurate sales information, you can update your records in the sales order management system daily. You run a version of the Update Customer Sales program each day to maintain the most accurate sales information. After you run the program, you can review and post sales transactions, and review sales reports.

34.1 Updating Customer Sales

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Update Customer Sales

When you run the Update Customer Sales program, the system generates summary or detail information about the following:

- Update information about customer sales
- Accounts receivable and G/L entries
- Sales for different categories, such as stock sales and freight, cost of goods sold, and profit percentages
- Errors that result from running the program

Depending on how you set the processing options, the system:

- Updates the Sales Order Header table (F4201) and the Sales Order Header History table (F42019)
- Updates the Sales Order Detail table (F4211) and the Sales Order Detail History table (F42119)
- Updates invoice information, such as the dates of the first and last invoices, and year-to-date totals for invoices
- Updates the General Ledger table (F0911), the Accounts Receivable table (F0311), and the Sales Ledger table (F42199)

- Creates invoices and assigns invoice numbers to sales orders that you do not process through the Print Invoices program (P42565) or the Schedule Invoice Cycle program
- Updates inventory balances in the Item Location table (F41021), the Item History table (F4115), and the Item Ledger table (F4111)
- Updates commission information in the Commissions table (F42005), and summarizes cost of goods sold and sales by item in the Sales Summary table (F4229)
- Updates costs with the current information in the Item Cost table (F4105) and prices in the Sales Price Adjustment table (F4074)
- Updates interbranch sales information
- Updates the Text table (F4314) with current messages

You must choose the appropriate version of the Sales Update program to update your tables. Choose one of the following versions based on your process:

Version	Description
Sales Update	You can use the proof or final mode of this version when the sales order has been processed through Invoice Print and contains a document number and type in the Sales Order Detail file.
Assign Invoice Numbers	You must use the proof or final version when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns an A/R number.

Note: Because of the number of transactions that occur when you run the Update Customer Sales program, JD Edwards World recommends that you run the program in proof mode first to detect and correct any errors before you run it in final mode.

34.1.1 Before You Begin

- Notify the system operator before you run the sales update or consider running the program during non-business hours. JD Edwards World recommends that you run the sales update when no one is on the system.
- Verify that the appropriate line types are set up and that the processing options are set to correctly interface with the G/L and accounts receivable
- Verify that the status code for sales update and any status codes that follow are set up in the order activity rules

34.1.2 What You Should Know About

Topic	Description
Updating interbranch sales orders	The system can create entries for interbranch orders for both the supplying branch/plant and the selling branch/plant, and the subsequent sale to the customer. See Chapter 17, "Work with Interbranch Orders" for more information about how the system processes interbranch sales during the sales update.
Updating multi-currency sales orders	You can run the Update Customer Sales program for multi-currency sales orders.
Updating sales costs manually	In standard cost environments, it is important to run the Sales Cost Update program to update the sales order cost information with the item cost from the Item Cost table (F4105). Run this program daily to keep the Item Ledger table (F4111) synchronized with the General Ledger table (F0911).
Tax calculations may be controlled by selecting the date used as the A/R Invoice date	The first processing option on P42800 allows you to enter a specific date to be used as the A/R Invoice date. The alternative is to set the second processing option which allows you to pick either the Date of the Sales Invoice, the Actual Shipment Date or the Sales Update execution date. The A/R Invoice date is used in the program when determining tax rates for calculating taxes.
Updating the on-hand quantity and the Cardex	You can relieve the on-hand quantity for an item during shipment confirmation or sales update. The method you choose affects the history files that are written to the Cardex. ■ If you subtract the on-hand quantity from inventory during shipment confirmation, the system creates a record in the Cardex with the sales order as the document number and the order type as the document type. During sales update, the system overwrites the record with the invoice number and type, G/L date and batch number. ■ If you subtract the on-hand quantity from inventory during sales update, the system writes the invoice number, type, and G/L date to the Cardex. No record is written during shipment confirmation. For more information on the Cardex, see Locating On-Hand Quantity Information in the *JD Edwards World Inventory Management Guide*.

Topic	Description
Bypassing records during sales update	You can bypass updates to the following tables, depending on how you set a processing option: ■ Accounts Receivable (F0311) ■ Item Location (F41021) ■ Commissions (F42005) ■ Sales History Summary (F4229) ■ Sales Rebate History (F4079) ■ Accounts Payable (F0411)
Running Sales Update in proof or final mode	When you run the sales update in proof mode, you can: ■ View the journal entries and correct any errors. ■ Review proof copies of Invoice Journal, an Error Report and depending on the processing options, a Sales Journal. The system does not perform updates to status codes or any files. When you run the sales update in final mode, you can: ■ Review the Invoice journal, a complete online error review, and depending on the processing options, a Sales Journal. The system updates status codes and files, and performs edits, such as checking for duplicate records, against the G/L, A/R, and A/P functional servers.

34.1.3 Processing Options

See Section 67.1, "Sales Update (P42800)."

See Also:

- Appendix A, "Update Customer Sales."

34.2 Reviewing Sales Journals and Reports

When you run the Update Customer Sales program, the system generates the following reports:

Report	Description
Invoice Journal	Details all accounts receivable and general ledger entries.
Sales Journal	Analyzes amounts by category, such as stock sales and freight with summary or detail entries. Also, reviews costs of goods sold and profit percentages.
Exception Report	Lists any errors that result from the update process.

Reviewing journals includes the following tasks:

- Reviewing the Invoice Journal
- Reviewing the Sales Journal

- Reviewing the Exception report

34.2.1 Reviewing the Invoice Journal

The system generates the Invoice Journal whenever you run the Update Customer Sales program. The purpose of the report is to show journal entry account numbers and the amounts associated with the invoices in the specific batch being run. This report lists summary or detail G/L entries, depending upon a processing option.

The Invoice Journal lists the G/L transactions by:

- Customer account number
- Total amounts by invoice
- Total amounts for all orders

Figure 34–1 Sales Update - Invoice Journal report

42800 JD Edwards World Page No. . . 5
User ID. . . . . LD5501701 Sales Update - Invoice Journal Date 5/24/16
Batch Date . . . 05/24/16
Batch Number . . 6067588 I
Batch Number . . 6067589 V

Ty	Document . . . . Invoice. . .	Co	Inv Date / G/L Date	Customer Name / Account Description	Customer Number / Account Number	Amounts . . . . . Invoice	Amounts . . . . . G/L Distribution	LT	BT
RI	8176	000	06/05/18 / 06/05/18	00071 British Electronics	306	1,300.00			
RT	8177	000	06/05/18 / 06/05/18	00070 Paris Customer Service Center	308	6,000			
				Store Sales	7130.5010		1,300.00-	AA	I
				Prime COGS-Transfer	7130.6020		1,000.00	AA	I
				Inventory/Paris	7130.1411		1,000.00-	AA	I
				Interplant Sales	7012.5050.7012		6,000-	AA	I
				Prime Cost of Goods	7012.6020		5,000	AA	I
				Inventory/Brussels	7012.1411		5,000-	AA	I
				Total for	- Invoice Amount	7,300.00			
					-G/L Distribution		7,300.00-		

34.2.2 Reviewing the Sales Journal

You can select the journal from the Reports menu and run it separately. This is helpful if you want to review how sales revenues are distributed.

You can have the system generate the Sales Journal when you run the Update Customer Sales program by setting processing option 8. Or, you can select the journal from the End of Day Processing menu and run it separately. This is helpful if you want to review how sales revenues are distributed.

Unlike the Invoice Journal, the Sales Journal contains only summary information. The report includes total invoice amounts, cost of goods sold, and profit amounts and percentages.

34.2.3 What You Should Know About

Topic	Description
Customizing the Sales Journal	You can customize the column headings on this report in the following ways: ▪ Reflect the different types of amounts that your company records, such as stock and non-stock sales ▪ Specify the columns in which amounts display See the *JD Edwards World Technical Foundation Guide* for information about changing titles and column headings on reports and journals. See Chapter 50, "Set Up Order Line Types" for information about specifying where the amounts print on a report or journal.
Generating the Sales Journal	If you frequently run the Sales Journal from the menu, you might want to create a status code for it.
Printing the Sales Journal in multiple currencies	You can set processing options to print this report in foreign currency, domestic currency, or both foreign and domestic currencies.

Figure 34–2 Sales Journal Print report

42810 JD Edwards World Sales Journal Print Page - 3 Date - 11/02/18

Customer Name/Number	Invoice No Inv Date	Stk Item Sales	Non-Stock Sales	Freight/ Postage	Sales Taxes	Invoice Total	Cost of Goods	Profit Amount/Pct
Corporate Office Systems Compa	857-RI	74.13			2.81	76.94	41.12	33.01
4242	11/02/18							44.530 %
Corporate Office Systems Compa	868-RI	10.95			0.42	11.37	5.25	5.70
4242	11/02/18							52.055
Corporate Office Systems Compa	869-RI	10.95			0.42	11.37	5.25	5.70%
4242	11/02/18							52.055
Corporate Office Systems Compa	870-RI	10.95			0.42	11.37	5.25	5.70%
4242	11/02/18							52.055
Total For Header Cost Center	10	106.98			4.07	111.05	56.87	50.11
								46.841 %
Total For All		106.98			4.07	111.05	56.87	46.841 %

34.2.4 Processing Options

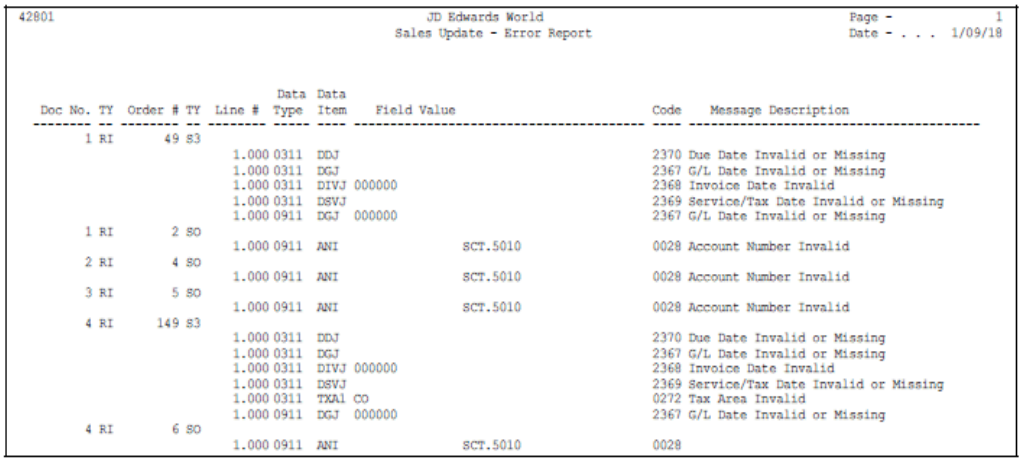
See Section 67.2, "Print Sales Journal (P42810)."

34.2.5 Reviewing the Exception Report

You can review the Exception Report for details about any errors, such as invalid due dates, that occur when you run the Update Customer Sales program. The system generates this report only if there are errors.

Correct any errors and run the Update Customer Sales program again to verify that no more errors exist.

Figure 34–3 Sales Update - Error Report



42801 JD Edwards World Page - 1
Sales Update - Error Report Date - . . . 1/09/18

Doc No.	TY	Order #	TY	Line #	Data Type	Data Item	Field Value	Code	Message Description
1	RI	49	S3						
				1.000	0311	DDJ		2370	Due Date Invalid or Missing
				1.000	0311	DGJ		2367	G/L Date Invalid or Missing
				1.000	0311	DIVJ	000000	2368	Invoice Date Invalid
				1.000	0311	DSVJ		2369	Service/Tax Date Invalid or Missing
				1.000	0911	DGJ	000000	2367	G/L Date Invalid or Missing
1	RI	2	SO						
				1.000	0911	ANI	SCT.5010	0028	Account Number Invalid
2	RI	4	SO						
				1.000	0911	ANI	SCT.5010	0028	Account Number Invalid
3	RI	5	SO						
				1.000	0911	ANI	SCT.5010	0028	Account Number Invalid
4	RI	149	S3						
				1.000	0311	DDJ		2370	Due Date Invalid or Missing
				1.000	0311	DGJ		2367	G/L Date Invalid or Missing
				1.000	0311	DIVJ	000000	2368	Invoice Date Invalid
				1.000	0311	DSVJ		2369	Service/Tax Date Invalid or Missing
				1.000	0311	TXA1	CO	0272	Tax Area Invalid
				1.000	0911	DGJ	000000	2367	G/L Date Invalid or Missing
4	RI	6	SO						
				1.000	0911	ANI	SCT.5010	0028	

35

Work with Sales Update Information

This chapter contains these topics:

- Section 35.1, "Overview,"
- Section 35.2, "Reviewing Journal Entries,"
- Section 35.3, "Approving Journal Entries,"
- Section 35.4, "Posting Journal Entries,"
- Section 35.5, "Printing Unposted Transactions."

You can ensure the accuracy of your sales transaction records by reviewing the G/L entries that the Update Customer Sales program creates before you post them to the sales journals.

35.1 Overview

The Update Customer Sales program groups transactions into different types of batches for posting to journals:

Batch Type	Postings
Customer sales (batch type I)	Posts the sales, cost of goods sold, and inventory entries to the Customer Sales Journal.
Inventory/COGS (batch type G)	Posts to the Inventory/COGS Journal.
Interbranch sales (batch type ST)	Posts to the Branch Sales Journal and includes offsetting entries for revenue only if you include interbranch sales in the update.
Intercompany sales (batch type V)	Posts to the Voucher Journal and debits the inventory accounts and credits the payables accounts for the selling branch/plant.

You can review the information in each batch at three different levels:

Review Type	Information Displayed
General batch review	Displays batches by user ID, batch status, batch number, and entry date range.
Detailed batch review	Displays journal entry header information, such as invoice number, document type, and gross amount for a single batch.

Review Type	Information Displayed
Individual journal entries review	Displays journal entry detail information, such as the amount charged to a cost of goods sold, inventory, or revenue account.

You use this information to do the following:

- Review information that is specific to each batch, such as status and date range
- Add and make changes to transactions within a batch
- Change the status of a batch

35.1.1 What You Should Know About

Topic	Description
Limitations for changing transactions	You cannot change the following information for transactions: ■ Document type ■ Document number ■ Document company ■ G/L date ■ Currency code ■ Ledger type

See Also:

- Reviewing Journal Entries and Posting Journal Entries in the *JD Edwards World General Accounting I Guide*.

35.2 Reviewing Journal Entries

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Customer Sales Journal Review

You can ensure the accuracy of your sales transactions by reviewing the G/L entries that the Update Customer Sales program creates before you post them to the sales journals.

To review journal entries

On the selected review form

1. Display all batches for all users and for all statuses or, to limit your search, complete one or more of the following fields:
   - User ID
   - Batch Number
   - Batch Date From
   - Batch Date Thru

- Batch Status

2. Choose the appropriate batch job for detailed batch review.
3. Choose the option to review the individual document.

Field	Explanation
Batch Status	A user defined code (98/IC) that indicates the posting status of a batch. Valid codes are: blank Unposted batches that are pending approval or have a status of approved. A – Approved for posting. The batch has no errors, is in balance, but has not yet been posted. D – Posted. The batch posted successfully. E – Error. The batch is in error. You must correct the batch before it can post. P – Posting. The system is posting the batch to the general ledger. The batch is unavailable until the posting process is complete. If errors occur during the post, the batch status is changed to E (error). U – In use. The batch is temporarily unavailable because someone is working with it.
Batch Number	A number that identifies a group of transactions that the system processes and balances as a unit. When you enter a batch, you can either assign a batch number or let the system assign it through Next Numbers. When you change, locate, or delete a batch, you must specify the batch number.

35.2.1 What You Should Know About

Topic	Description
Displaying decimal places for foreign currencies	The Journal Review program does not display any decimal places for foreign currencies. All batch amounts in a foreign currency display as an input total based on the data display decimals that are set up in the Data Dictionary. For example, a batch with a two-decimal currency, such as 200.52, displays as 20052. If you enter a batch in multiple currencies, the system ignores all decimals.

35.3 Approving Journal Entries

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Customer Sales Journal Review

If your company requires management approval before posting a batch to the general ledger, users with an authorized approval user ID can change a batch status to approved.

To approve journal entries

On the selected review form

1. Choose the appropriate batch.
2. Complete the following field:
   - Approved

Field	Explanation
App	A code that indicates whether a batch is ready for posting. Valid codes are: A – Approved, ready for posting. P – Pending approval. The batch will not post. If the system constants do not specify manager approval, the system automatically approves batches that are not in error.

35.4 Posting Journal Entries

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Customer Sales Post

After you review and approve a batch of journal entries, you can use the Post General Ledger (Pre-Post) program to edit and post each type of transaction.

This program also edits transaction batches for the Account Ledger table (F0911) and updates the batch status to allow the system to post transactions to the Account Balances table (F0902). If any errors occur during editing, the system assigns an error status to the batch and does not post it.

35.4.1 What You Should Know About

Topic	Description
Posting interbranch sales	When the system posts interbranch sales transactions for different companies, the system creates intercompany settlement entries through the post program to balance accounts in the two companies.
Recording transfer costs	To record the cost of transferring goods between two branch/plants, you can use the Transfer Cost Markup table. See Chapter 55, "Set Up Branch Sales Markups."

35.4.2 Processing Options

See Section 67.3, "General Ledger Post (P09870)."

35.5 Printing Unposted Transactions

Navigation

From Sales Order Management (G42), choose End of Day Processing

From End of Day Processing (G4213), choose Print Unposted Inventory/COGS

You can print the General Journal report to print a list of unposted batches for inventory cost of goods sold and interbranch sales. Use this information to identify and edit any batches that the system did not post due to errors.

35.5.1 Processing Options

See Section 67.4, "General Journal By Batch (P09301)."

See Also:

- Appendix A, "Update Customer Sales."

Part VII

Pricing

This part contains these chapters:

- Chapter 36, "Overview to Pricing,"
- Chapter 37, "Set Up Base Pricing Structure,"
- Chapter 38, "Work with Complex Price Groups,"
- Chapter 39, "Work with Price Adjustments,"
- Chapter 40, "Work with Base Pricing."

36

Overview to Pricing

This chapter contains these topics:

- Section 36.1, "Objectives,"
- Section 36.2, "Overview."

36.1 Objectives

- To understand pricing hierarchies
- To establish base prices for your items
- To define varying prices based on customers, customer groups, items, and item groups
- To define price adjustments, such as discounts and price breaks, based on quantities, amounts, or weight
- To set up contract pricing
- To update prices for items or customers

36.2 Overview

For each item that you want to sell, you must define the price at which you want to sell it. You use Sales Order Management pricing to define the base prices that the system retrieves when you enter items on a sales order.

Pricing includes the following tasks:

- Setting up a base pricing structure
- Working with complex price groups
- Working with price adjustments
- Working with base pricing

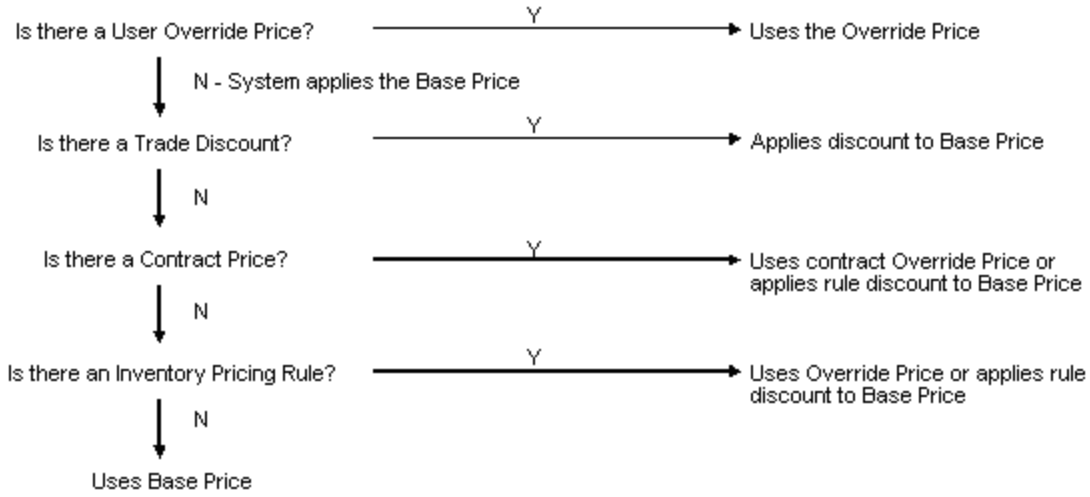
You can set up a pricing structure before you define base prices. The system uses this pricing structure to retrieve base prices. The base price structure must be flexible enough to accommodate the pricing schemes that you set up for various combinations of items and customers. You can set up customer groups and item groups and assign prices to any combination of items, item groups, customers, or customer groups. You define a hierarchy to determine how the system searches for prices.

After you establish a base price, you can set up the following additional types of price calculations:

- Price adjustments for groups of items
- Contract pricing, which applies special pricing for an item to a single customer or customer group
- Trade discount pricing, which is a discount percentage on all items for a specific customer
- Cash discount pricing, which you can apply to individual sales order detail lines

The following graphic illustrates how the system calculates prices:

Figure 36–1 How the System Calculates Prices



Pricing can be based on the Parent, Ship To, or Sold To address. You can define base prices with effective dates, so that you can define prices for future use or for limited time promotions and specials. You can also define credit prices that you want the system to use when items are returned.

To allow for greater flexibility in your pricing structure, you can define complex customer and item groups. Within each customer or item group, you can create subgroups based on specific address book and category codes.

You can use repricing to set up additional discounts and markups, or to recalculate sales orders. You use the Standard Order/Basket Reprice program to:

- Reprice lines containing items that belong to product families, which are called baskets
- Reprice an entire order

You use the Update Sales Price/Cost program to recalculate sales orders based on the most current base price or price adjustments. This program allows you to update sales order:

- Costs and prices
- Exchange rates

37

Set Up Base Pricing Structure

This chapter contains these topics:

- Section 37.1, "Overview,"
- Section 37.2, "Setting Up Customer Price Groups,"
- Section 37.3, "Setting Up Item Price Groups,"
- Section 37.4, "Defining the Pricing Hierarchy,"
- Section 37.5, "Defining Base Prices."

For each item that you sell, you must define the base price at which you want to sell it. The system retrieves this price when you enter an item on a sales order.

Before you define base prices, you must set up a base price structure. The base price structure must be flexible enough to accommodate the pricing schemes that you set up for various combinations of items and customers.

37.1 Overview

You can define the base price for an item or any combination of items, item groups, customers, or customer groups. To simplify the process of defining and maintaining base prices, you set up price groups for customers and items with similar characteristics.

When the system retrieves prices, it uses the hierarchy for the Base Price Preference to determine the order in which the system searches for base price records. For example, if you classify all your items and customers into groups, you can define a hierarchy so that the system first searches for records defined for the customer group and item group combination. If it does not find a price defined for that combination, the system searches for the combination that follows in the hierarchy, such as the customer group and single item combination, and so forth. The system uses this pricing structure to retrieve base prices and to calculate price adjustments and updates.

37.1.1 Before You Begin

- Verify that customer information has been set up in the address book and customer master. See Entering Address Book Records in the *JD Edwards World Common Foundation Guide* and Entering Customers in the *JD Edwards World Accounts Receivable Guide*.
- Verify that customer billing instructions have been set up for your customers. See Section 48.1, "Setting Up Customer Billing Instructions."

- Verify that item information has been set up in the Item Master (F4101), Item Branch (F4102), and Item Location (F41021) tables. See Entering Item Master Information in the *JD Edwards World Inventory Management Guide*.

37.2 Setting Up Customer Price Groups

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Define Customer Price Groups

You set up customer price groups to apply pricing schemes to specific groups of customers.

For example, you use customer price groups to retrieve base price information for sales orders. For example, you create a customer group named RETAIL. You then set up this group to buy markers at $1.20 each, while all other customers buy the markers at $1.50 each.

37.2.1 Before You Begin

- Verify that you have set up price group names in the user defined codes table (40/PC). See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.

37.2.2 What You Should Know About

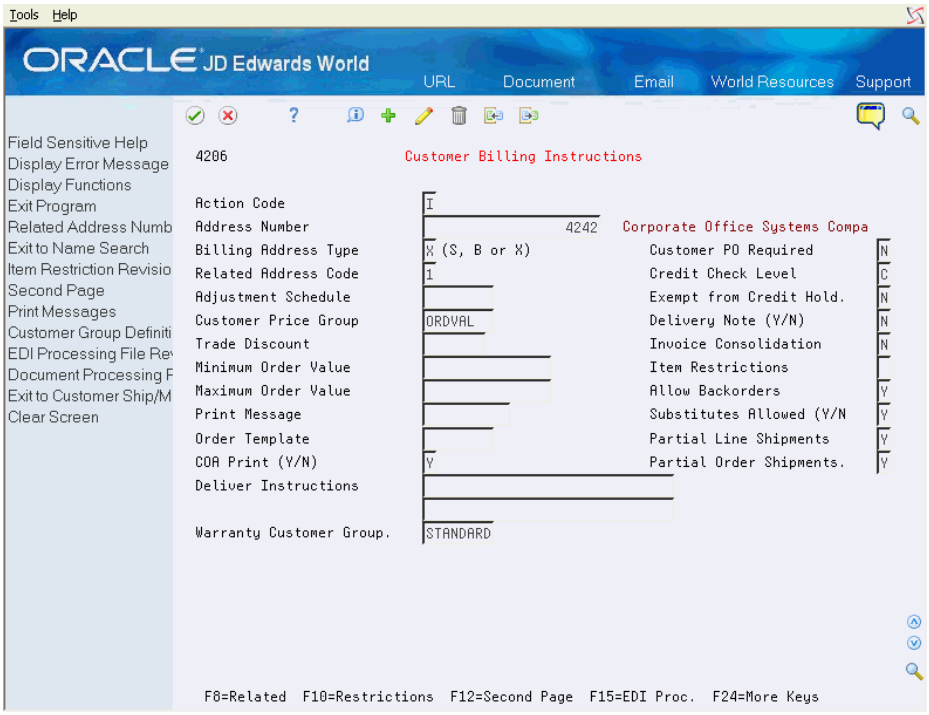
Topic	Description
Creating complex pricing groups	To allow for greater pricing flexibility, you can set up complex customer price groups. You can create subgroups within your pricing groups to charge a different price based on category codes. See Section 38.1, "Setting Up Complex Customer Price Groups."

To set up customer price groups

On Define Customer Groups

1. Complete the following field:
   - Price Group
2. To attach the customer group to a customer, access Customer Billing Instructions (Menu G4221).

Figure 37–1 Customer Billing Instructions screen



3. On Customer Billing Instructions, complete the following field:
   - Customer Price Group

37.3 Setting Up Item Price Groups

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Define Item Price Groups

Item price groups are similar to customer price groups. You set up item price groups so that you can define base price information for a group of items rather than for many items on an individual basis.

For example, you create a user defined code for the group, such as PENS, and assign the pens to the group name. You can then define one price for this group. If you sell several types of pens whose characteristics are identical except for their color, you can group these items to simplify pricing.

37.3.1 Before You Begin

- Verify that you have set up price group names in the user defined codes table (40/PI). See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.

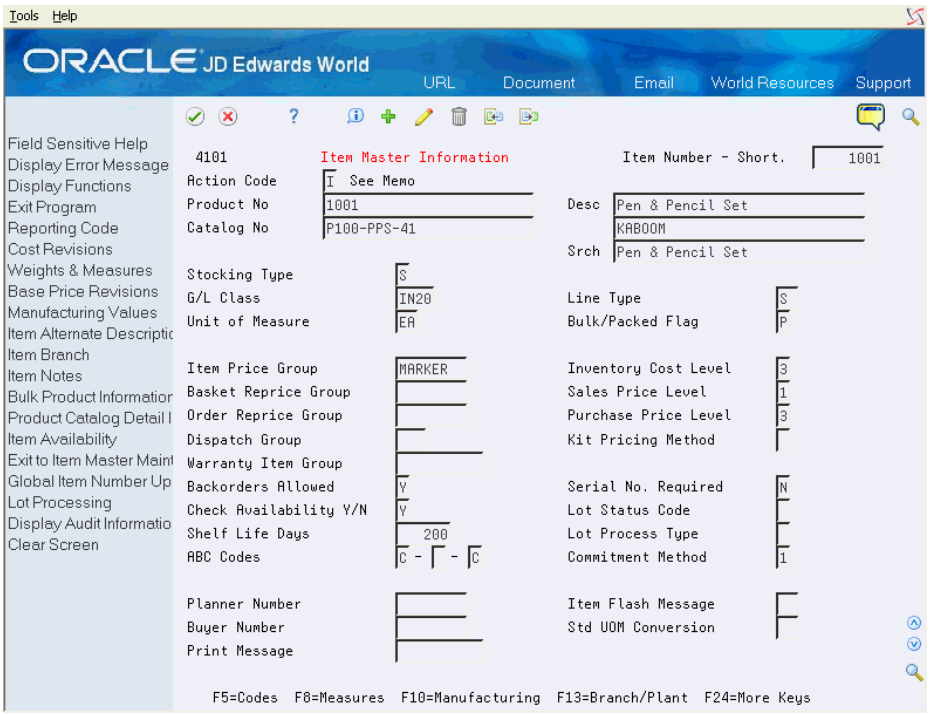
To set up item price groups

On Define Item Groups

1. Complete the following fields:
   - Price Group

2. To attach the item group to an item, access Item Master Information (Menu G4111).

Figure 37–2 Item Master Information screen



3. On Item Master Information, complete the following field to define a simple item group:

   - Item Price Group

37.3.2 What You Should Know About

Topic	Description
Setting up item price groups by branch/plant	You can assign price groups to item and branch/plant combinations. For example, you can assign markers in a branch/plant to price group PENS and in another branch/plant to price group OFFICE. You assign the group name to the item in Item Branch/Plant Information.
Creating complex pricing groups	To allow for greater pricing flexibility, you can set up complex item price groups. You can create subgroups within your pricing groups to charge a different price based on category codes. See Section 38.1, "Setting Up Complex Customer Price Groups."

37.4 Defining the Pricing Hierarchy

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Preference Hierarchy

When the system retrieves prices, it uses the hierarchy that you set up for the Base Price Preference to determine the order in which it searches base price records. You define the base pricing hierarchy (Preference Type 51) on the Preference Hierarchy form, which contains rows that identify customers and customer groups, and columns that identify items and item groups. You use the intersection of the rows and columns to enter your hierarchy sequence.

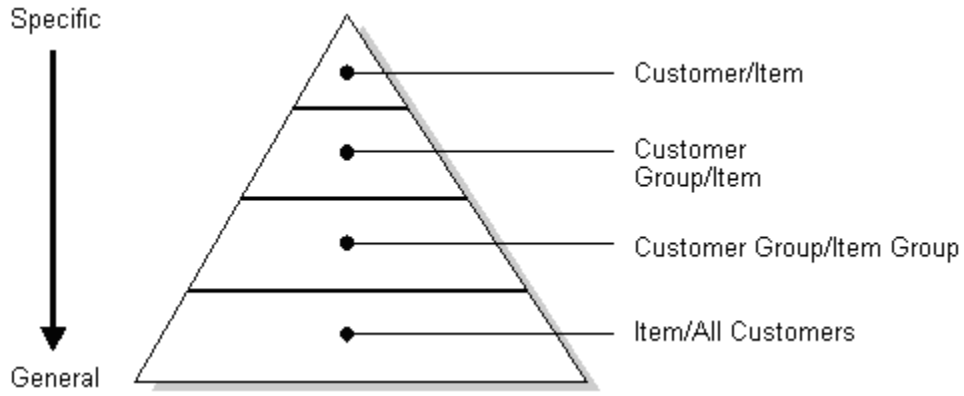
When the system searches for a price, the hierarchy begins with the intersection in which you enter 1. The system searches for records defined for that customer and item combination. If it does not find prices defined for that combination, it searches for the combination defined by the intersection in which you entered 2, and so forth.

For example, you establish the following base prices:

Item	Customer	Price
XXX	A	$0.98
XXX	Group	$1.00
XXX	All	$1.10

If the pricing hierarchy indicates that the system should search first for a price that is defined for an item and customer combination, and you enter a sales order for item XXX and Customer A, the system selects $0.98 as the price. If you change the pricing hierarchy so that item and all addresses is the first search criterion, the system selects $1.10 as the price for customer A and item XXX.

Figure 37–3 Base Pricing Hierarchy

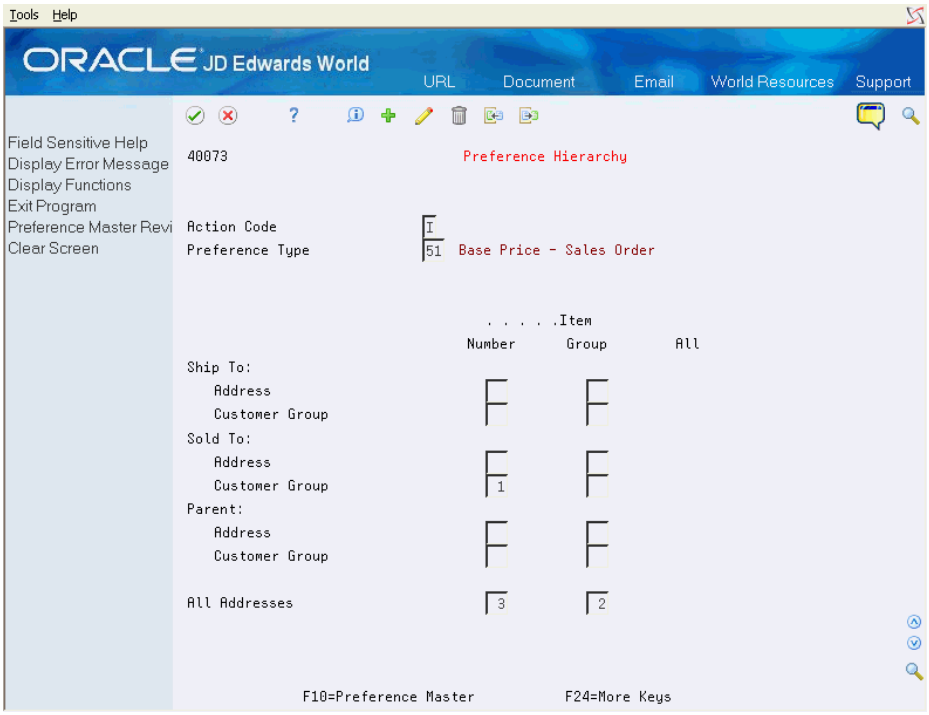


JD Edwards World recommends that you first set up the most uncommon or limited method of pricing. Continue defining the hierarchy to the most common method of pricing. If you set up your base price hierarchy this way, the system searches for the most specific combinations before general combinations.

To define the pricing hierarchy

On Preference Hierarchy (P40073)

Figure 37–4 Preference Hierarchy screen



Type consecutive numbers at the intersections of rows and columns to define the pricing hierarchy.

37.4.1 What You Should Know About

Topic	Description
Limiting processing time for a search	It is possible to enter up to 14 numbers in the preference hierarchy. However, you should limit your hierarchy to three or four numbers. Each number represents a search by the system through the Base Price table (F4106). Therefore, each number that you add to the hierarchy increases system processing time.

37.5 Defining Base Prices

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Base Price Revisions

You must define the base price for each item that you sell. The system retrieves the base price information when you enter the item on a sales order. You can define base prices for any combination of items, item groups, customers, or customer groups.

When you enter an item in the Item Master table (F4101), you should enter the sales price level. The sales price level determines how you define the base price for an item. You can define prices at the following levels:

Level	Description
Item level	Define one overall price for an item. You cannot include branch/plant, lot, or location information.
Item/branch level	Set up different prices for each item/branch combination. You cannot include location and lot information.
Item/Branch/Location level	If you define pricing by location and lot, you can also define branch/plant information.

You can assign effective dates when you define the base price for an item. If you do not assign effective dates, the system will assign them. You also specify the sales price based-on date in the system constants (G4241/5 Branch Plant Constants and F10 or row next to System Constants) to determine which date on the sales order to compare to the effective dates. The sales price based-on date can be the promised date, the order date, or any other date that you entered on the sales order. The system retrieves the price whose effective date range includes this sales price based-on date.

You can also use effective dates to enter a new price while an old price is still in effect. For example, you can overlap the dates for the base price and the dates for a discount price that you are offering for a limited period. When you set up date ranges that overlap, the system retrieves the price that expires first.

For every price, you can also define a credit price to use for negative quantities in the fold of the base price set up.

When you define any special pricing or discounts for an item or customer, the system bases the calculation of the discounted price on the base price.

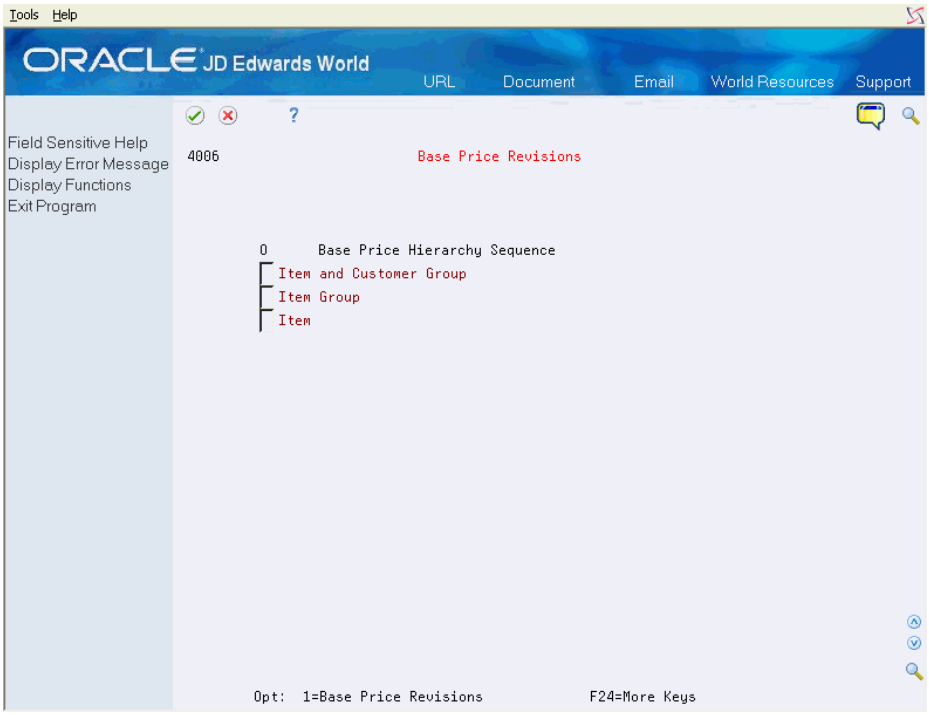
37.5.1 Before You Begin

- Verify that the pricing hierarchy has been defined. See Section 37.4, "Defining the Pricing Hierarchy."
- Verify that the sales price based-on date has been specified in the system constants. See Chapter 49, "Set Up Constants."

To define base prices

On Base Price Revisions

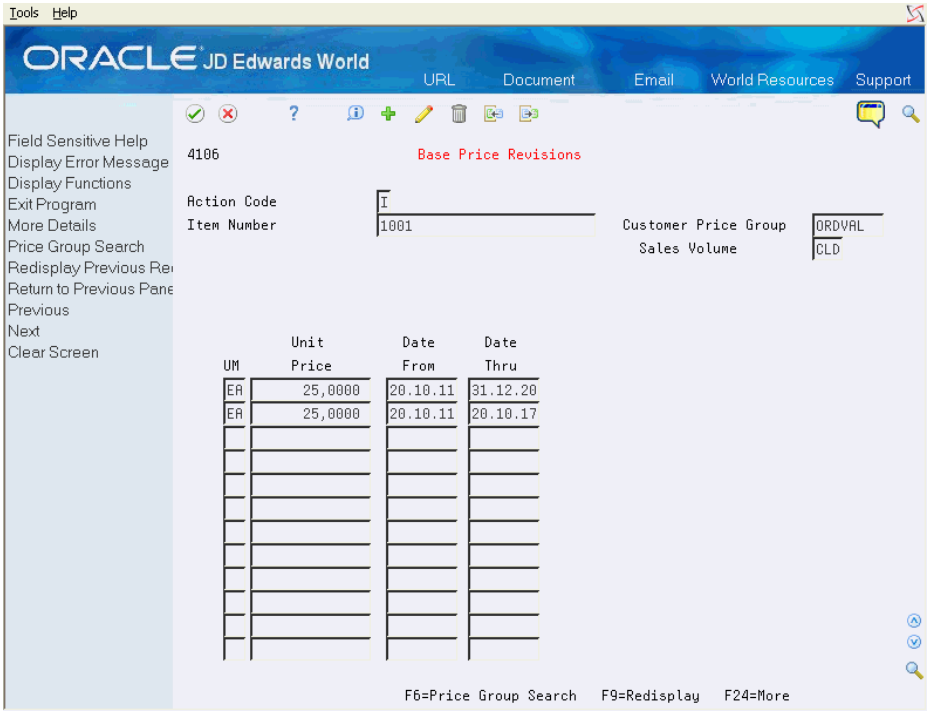
Figure 37–5 Base Price Revisions screen



1. Access the Base Price Revisions form for the item and customer combination for which you want to enter a base price.

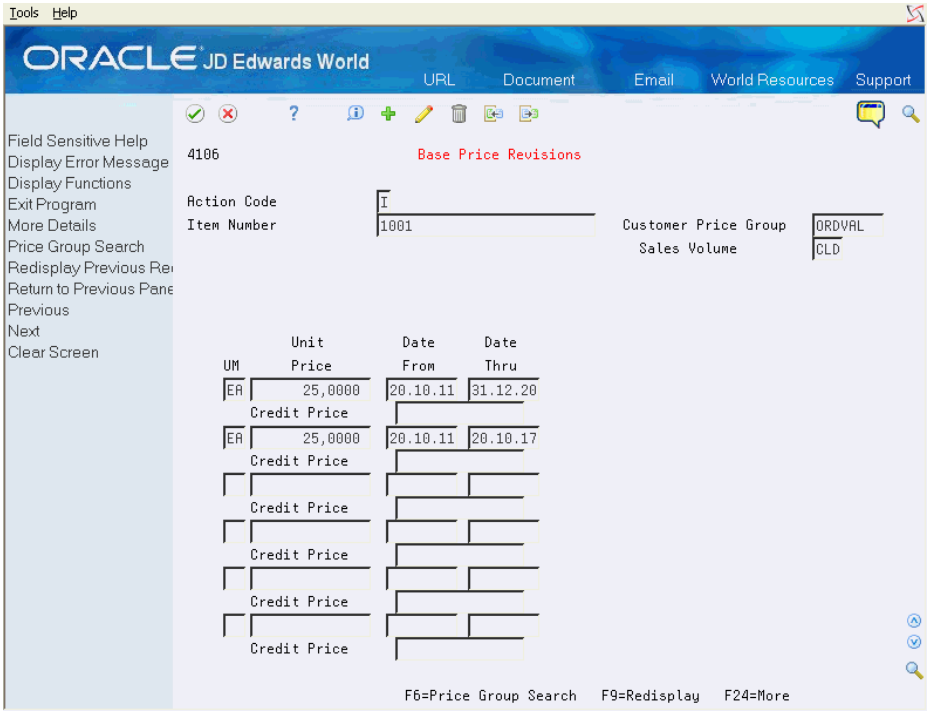
   If your pricing hierarchy consists of only one item and customer combination, the Base Price Hierarchy Sequence does not appear.

Figure 37–6 Base Price Revisions (with Sequence Hierarchy) screen



2. On Base Price Revisions, complete the following fields:
   - Item Number
   - Customer Number
3. Based on the sales price levels that you defined on the Item Master Information form, complete the following optional fields:
   - Branch/Plant
   - Location
   - Lot
4. To enter base prices, complete the following fields:
   - Unit of Measure
   - Unit Price
   - Effective From
   - Effective Thru
5. To enter credit prices, access the detail area.

Figure 37–7 Base Price Revisions (Detail) screen



6. Complete the following field:
   - Credit Price

Field	Explanation
Unit Price	The list or base price to be charged for one unit of this item. In sales order entry, all prices must be set up in the Base Price table (F4106).
UM	A user defined code (00/UM) that indicates the quantity in which to express an inventory item, for example, CS (case) or BX (box).

Field	Explanation
Date - Effective	The date on which a transaction, text message, contract, obligation, or preference becomes effective. *Form-specific information* The date on which this price becomes effective.
Date - Expired	The date on which a transaction, text message, agreement, obligation, or preference has expired or been completed. *Form-specific information* The date on which this price expires.
Credit Price	Use this price to enter credit orders in the Sales Order Processing System. To enter a credit order, you should use a Line Type that has the Reverse Sign Flag (RSGN) set to Y in the Line Type Master (F40205). All credit prices are stored in the Base Price File (F4106).

37.5.2 What You Should Know About

Topic	Description
Generating the base price report	You can run the base price report version of the Base Price Maintenance batch program (P41830) to print a report of the existing prices for each record that you select. This version of the Base Price Maintenance program does not perform adjustments or updates. To create this version, you should leave all processing options blank.
Entering multi-currency base prices	You can use Sales Order Management pricing to add prices for items in your domestic currency and as many other currencies as necessary. For example, you can set up base prices for one item in U.S. dollars and French francs. Currency code and unit of measure are both keys to the Base Price table. If you are using multi-currency, the system searches for a price in the following sequence: ■ Customer's currency and the user-specified unit of measure ■ Customer's currency and the item's primary unit of measure ■ Domestic currency and the user-specified unit of measure ■ Domestic currency and the item's primary unit of measure If the system does not find a match, it moves to the next level in the pricing hierarchy structure and searches in the same sequence.
Entering credit prices	The system uses credit prices any time you enter a negative quantity or amount on a sales order. The credit price is entered in the fold of the Base Price Revisions program (P4106). To enter a credit order, you should use a line type that has the reverse sign flag set to Y (yes). See Chapter 50, "Set Up Order Line Types."

See Also:

- Entering Item Master Information in the *JD Edwards World Inventory Management Guide*.

38

Work with Complex Price Groups

This chapter contains these topics:

- Section 38.1, "Setting Up Complex Customer Price Groups,"
- Section 38.2, "Setting Up Complex Item Price Groups,"
- Section 38.3, "Generating Price Group Relationships."

To allow for greater flexibility in your pricing structure, you can define complex customer and item groups. Within each customer or item group, you can create subgroups based on specific item type, customer geographic location, line of business or sales volume.

38.1 Setting Up Complex Customer Price Groups

Navigation

From Sales Order Management (G42), choose Price Management

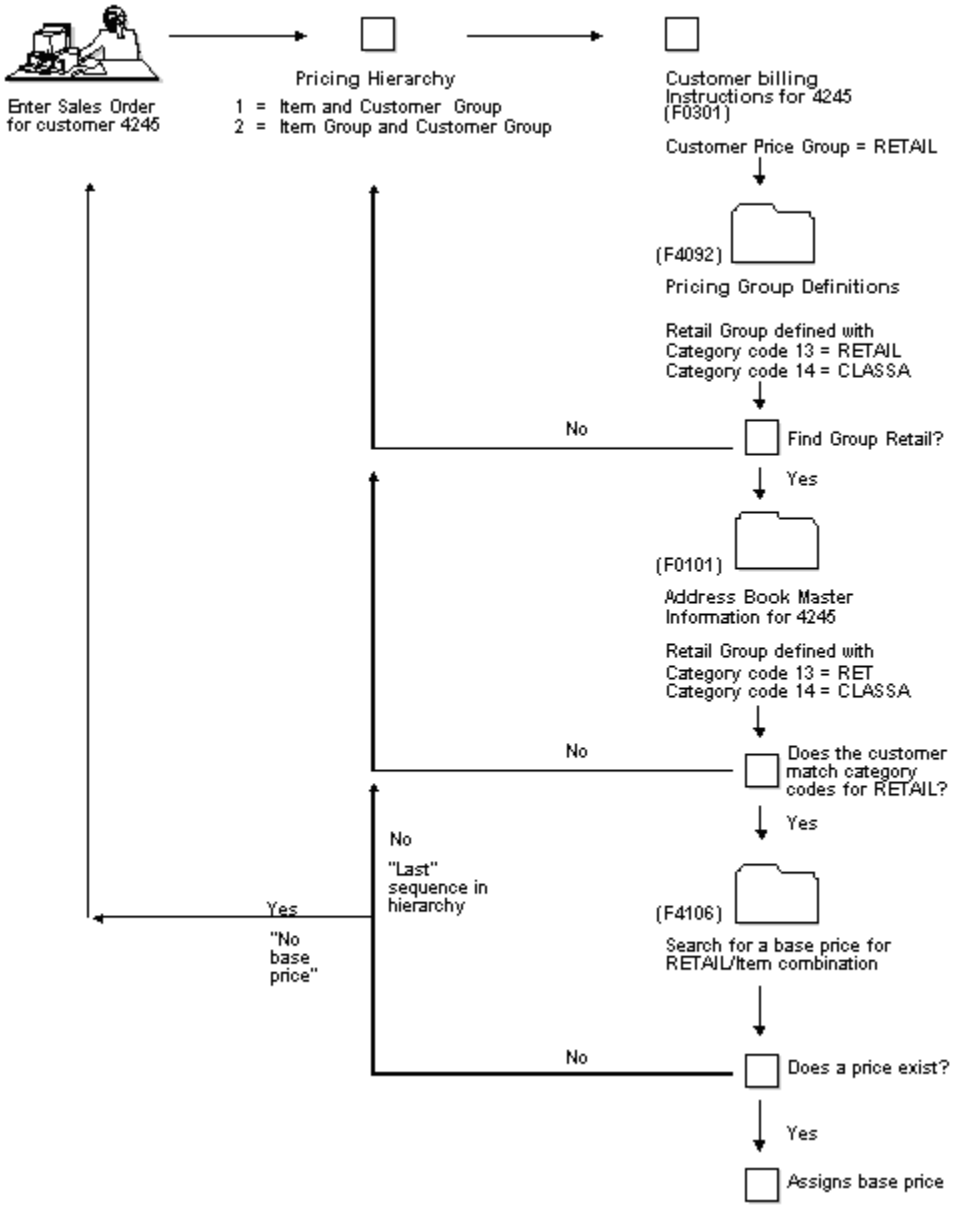
From Price Management (G4222), choose Define Customer Price Groups

You can set up complex customer groups to allow for greater flexibility in your pricing structures. You can use up to four category codes to set up complex customer groups. For example, within the customer group RETAIL, you can create subgroups to charge a different price for an item to customers based on their line of business, geographic region, or sales volume.

The category code sequence you enter determines how the system displays the category code fields on the related forms. The order in which you choose category codes does not affect how the system searches for prices.

38.1.1 Illustration: Using Complex Customer Price Groups in Base Pricing

Figure 38–1 Using Complex Customer Price Groups in Base Pricing



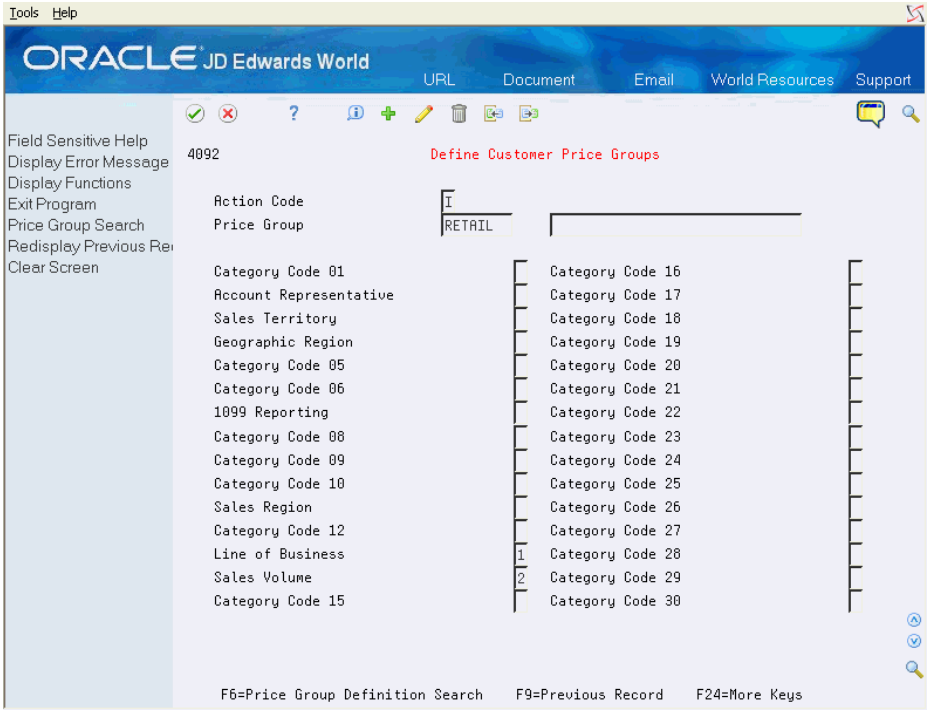
38.1.2 Before You Begin

- Verify that you have set up price group names in the user defined codes table (40/PC). See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.

To set up customer price groups

On Define Customer Price Groups (P4092)

Figure 38–2 Define Customer Price Groups screen



1. On Define Customer Price Groups, complete the following field:

   - Price Group

2. To identify subgroups used in a customer price group, complete up to four of the following fields:

   - Category Code

     Number the category codes sequentially, 1 - 4, to provide an order in which the category codes will be viewed in Base Price Revisions. This is not a hierarchy. This creates records in F4092.

3. To attach the customer price group to a customer, you must specify the customer price group name in the Customer Price Group field of customer billing instructions for each customer you are including in this pricing group.

   Note: From Address Book Revisions, press F14 to access the Category Codes to either confirm or create the codes which to use in your pricing group.

4. After you create complex price groups, you must generate price groups relationships.

Field	Explanation
Price Group	A numerical value that specifies the sequence of category codes within Group Codes. The value must be equal to or between 1 and 4. Also, you cannot slip sequence values. For example, do not enter sequence 3 unless you have already entered sequence numbers 1 and 2. *Form-specific information* For Agreement Penalty Schedules Enter 1 when defining penalty schedules.
Other Codes:	This numerical value is used to specify the sequence of category codes within Group Codes. The value must be equal to or between 1 and 4. Also, any sequence entered may not skip values (that is, you may not enter the sequence 1,3 with 2 missing.)

38.1.3 What You Should Know About

Topic	Description
Searching for available price groups	You can select the appropriate function to access the Price Group Definition Search to get a list of available groups. The system displays information on the Price Group Search form only if you have run the Generate Customer Price Groups or Generate Item Price Groups programs.
Assigning category codes to customer price groups	You can only define up to four category codes for each group definition.
Viewing category codes	To display fields into which you enter values for the category codes that are attached to complex item and customer groups, you must enter the price group code in the appropriate field. Press Enter to have the system display the category code fields below the group field.
Changing customer price group information	To make changes to a price group that has already been assigned to customers, access the Define Customer Price Groups form from the Price Management menu. If you change the customer price group definition, you must run Price Group Generation (P40932) from menu G4222.
Assigning a customer to a group based on category codes	In Base Pricing, one customer can belong to only one customer group. In Advanced Pricing (Menu G423111), a customer can belong to a customer detail group without being attached to that group in Customer Billing Instructions. A customer can belong to numerous groups, depending on the customer's category codes.

38.2 Setting Up Complex Item Price Groups

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Define Item Price Groups

You can also set up complex item groups to allow for greater flexibility in your pricing structures. You can use up to four category codes to define complex item groups.

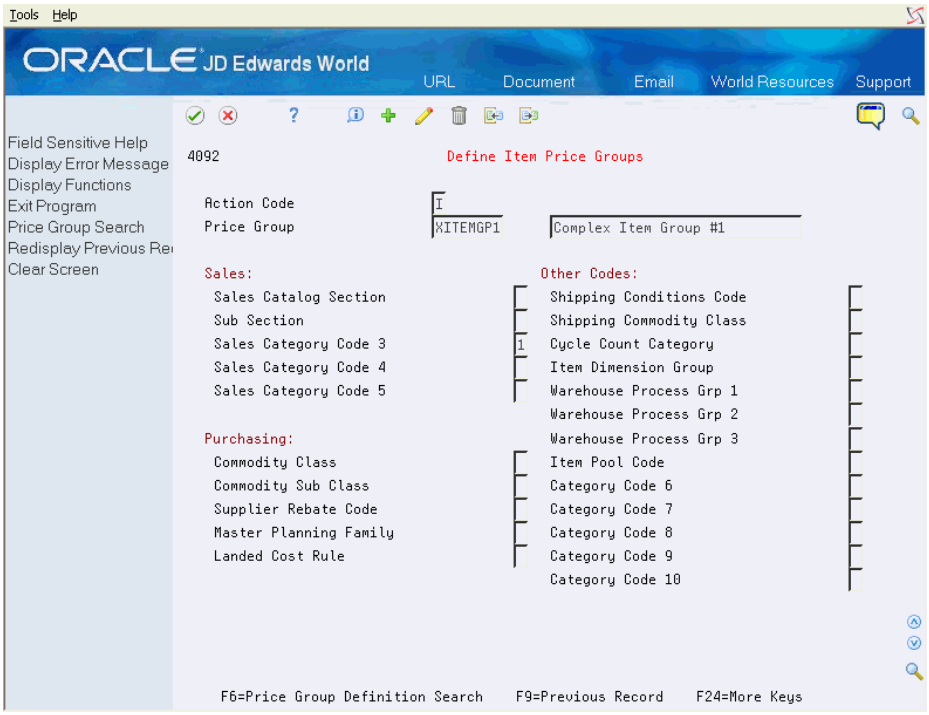
For example, if you have two types of pens within the group PENS (marker and ball point), you can specify a different price for each type of pen. When you enter an order for pens, the system checks the category codes that are assigned to the item to determine if the pen is a marker or a ball point and then retrieves the appropriate price.

The category code sequence that you enter determines how the system displays the category code fields on the related forms. The order in which you choose category codes does not affect how the system searches for prices.

To set up complex item price groups

On Define Item Price Groups (P4092)

Figure 38–3 Define Item Price Groups screen



1. Complete the following field:
   - Price Group
2. To define subgroups in an item price group, complete from one to four of the following fields:
   - Sales Category Codes
   - Purchasing Category Codes
   - Other Category Codes 1 - 10
3. To attach an item price group to an item, you must specify the item price group in the Item Master Information.

Note: The Category Code fields might be numbered or named, depending on how your company has set them up.

4. After you create complex price groups, you must generate price groups relationships.

38.2.1 What You Should Know About

Topic	Description
Assigning category codes to item price groups	You can only define up to four category codes for each group definition.
Setting up item price groups by branch/plant	You can assign price groups to item and branch/plant combinations. For example, you can assign markers in a one branch/plant to price group PENS and in another branch/plant to price group OFFICE. You assign the group name to the item in Item Branch/Plant Information.

38.3 Generating Price Group Relationships

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Customer Price Groups or Item Price Groups

After you set up price groups and assign the group names to customers and items, you generate customer and item price group relationships. You generate price group relationships to define the possible combinations of customer and item groups that you can use for pricing.

JD Edwards World uses two batch programs to generate price group relationships:

- Customer Price Group Generation (P40932)
- Item Price Group Generation (P40931)

These programs generate records in the Item/Customer Groups Relationships table, which contains the allowable combinations for customer or item groups and category codes. Using the processing options, you can specify up to five group codes for which the system will create detail records. If you do not specify any codes, the system generates relationships for all groups.

38.3.1 Processing Options

See Section 68.1, "Customer Price Group Generation (P40932)."

See Section 68.2, "Item Price Group Generation (P40931)."

39

Work with Price Adjustments

This chapter contains these topics:

- Section 39.1, "Overview,"
- Section 39.2, "Setting up Inventory Pricing Rules,"
- Section 39.3, "Assigning Pricing Rules to Customers and Customer Groups,"
- Section 39.4, "Setting Up Basket and Order Repricing."

Standard Pricing is built upon Base Pricing. Standard Pricing allows for the application of price breaks, calculations, free goods, contracts, repricing, and further control of the pricing structure in general.

39.1 Overview

In Standard Pricing, you create and name "Rules" (similar to Item Group Name in Base Pricing). You can then attach these rules to a specific Address Book number or to a Customer Group name.

Note: It is in the setup and functionality of the Inventory Pricing Rules that Standard Pricing is distinguished from Base Pricing.

After you define base prices, you can set up the following additional types of price calculations:

- Price adjustments for groups of items
- Contract pricing, which applies special pricing for an item to a single customer or customer group
- Trade discount pricing, which applies special discounts for all items that the customer orders
- Cash discount pricing, which applies special discounts during order entry only if you set up the line type to allow discounts

You define pricing rules to set up a pricing scheme for an item or a group of items. An inventory pricing rule is a pricing rule that defines a price and quantity for a customer or customer group. For each item or item group, you define levels of pricing. You can determine price breaks by quantity. You can indicate whether the price adjustment is a markup or discount. You can set up contract prices to guarantee a price for a particular customer. You can also enter a price that you want the system to use to override the base price for a specified period.

After you define the inventory pricing rules, you assign the inventory pricing rules to customers or customer groups. For example, you might want preferred customers to always receive a 5% discount on specific items. You first define a discount level of 5% in the inventory pricing rules for these items. You then assign the preferred customers, or a customer group called PREFER to this discount level in the inventory pricing rules.

The system will not adjust prices until you assign a customer or customer group to an inventory pricing rule.

To adjust the price for specific items or create special discounts based on the total quantity, you complete the steps to define inventory pricing rules for basket and order repricing. You define the pricing method in the inventory pricing rule as either basket repricing or order repricing.

Note: You cannot use both Standard and Advanced Pricing. You must turn off Advanced Pricing in order for Standard Pricing in Sales to work.

39.1.1 Before You Begin

- Verify that Advanced Pricing is turned off.

  To verify that Advance pricing is turned off:

  - From Sales Order Management Setup (G4241), select Branch Plant Constants
  - Press F10 to display the System Constants
  - Press F10 to display the Pricing Constants
- Verify that item price groups have been set up. See Section 37.3, "Setting Up Item Price Groups."
- Verify that customer price groups have been set up. See Section 37.2, "Setting Up Customer Price Groups."

39.1.2 What You Should Know About

Topic	Description
Entering prices during sales order entry	When you enter an item in an order, you can enter the price into the detail information. Any price that you enter in the order overrides the base price that the system retrieves. You can set a processing option in Sales Order Entry - Detail to protect the sales order detail price fields.

Topic	Description
Pricing considerations	The system prices an order in the following sequence: ■ A trade discount that you define through customer billing instructions overrides all other pricing or repricing. A trade discount is the simplest way to offer a discount to a customer. The system applies the discount to all items sold to the customer. The trade discount overrides all other pricing. If a trade discount exists for a customer, the system does not apply any other discounts. ■ A contract price for a specific customer takes precedence over a contract price for a group of customers. It also overrides other inventory pricing rules. If a contract price for a specific customer does not exist, the system searches for a contract price for a customer group. ■ The system retrieves inventory pricing rules for a specific customer, if you have defined them, before it retrieves rules defined for a group of customers.
Setting up cash discount pricing	You can enter an additional cash discount to any order detail line on the Order Detail Information form. The system applies the discount only if the line type of the order line is set up to allow discounts. See also Chapter 10, "Overview to Additional Order Entry and Release" and Section 50.1, "Setting Up Order Line Types."
Setting up trade discount pricing	You set up trade discount pricing through the customer billing instructions (G4221). You enter a flat percentage that the system applies to all items that are ordered by this customer. Trade discount pricing overrides all other pricing.
Using trade discounts with configured items	Trade discounts do not function with configured items that are entered on a sales order.

39.2 Setting up Inventory Pricing Rules

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Inventory Pricing Rules

You define inventory pricing rules to set up pricing schemes for items or groups of items. Standard pricing rules are not item-specific. For each item or item group, you define levels of pricing. You then assign these levels to specific customers or customer groups. Each level can define a pricing rule, such as a markup or a discount. You can use these levels to define price breaks by quantity, amount, or weight. You can also define a price that you want the system to use to override the base price for a specified period.

Standard Pricing refers to an inventory pricing rule as a "Rule" rather than just a "Group" because it really is more than just a "group price". It is a set of instructions on how the system will treat the price.

39.2.1 Before You Begin

- Verify that you have set up pricing rules in user defined codes (40/PI). See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.

To set up inventory pricing rules (G4222/options 19 & 20)

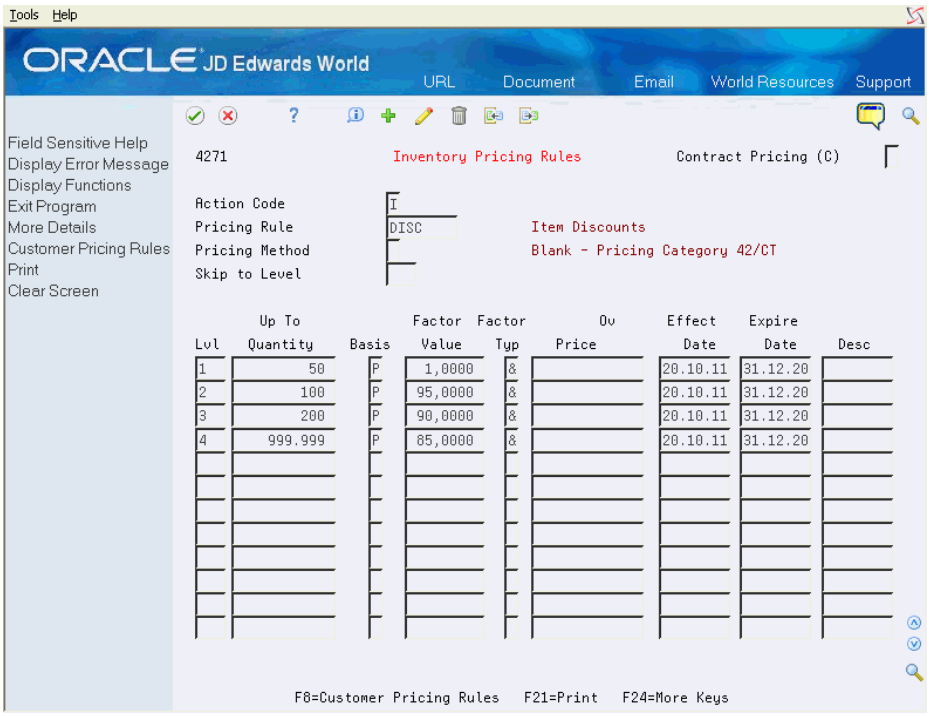
The first step in creating Inventory Pricing Rules is to set up the name of the Pricing Rule in the User Defined Code (UDC) table 40/PL. This is the same UDC table used for Item Price Groups in Base Pricing.

Pricing rule names can be alpha or alphanumeric but must start with an alpha character and contain no blank spaces.

After you have set up the inventory pricing rules in the UDC Table, you can create your inventory pricing rule. Creating the Inventory Pricing Rule builds a record in the Price By Item File (F4207).

On Inventory Pricing Rules

Figure 39–1 Inventory Pricing Rules screen

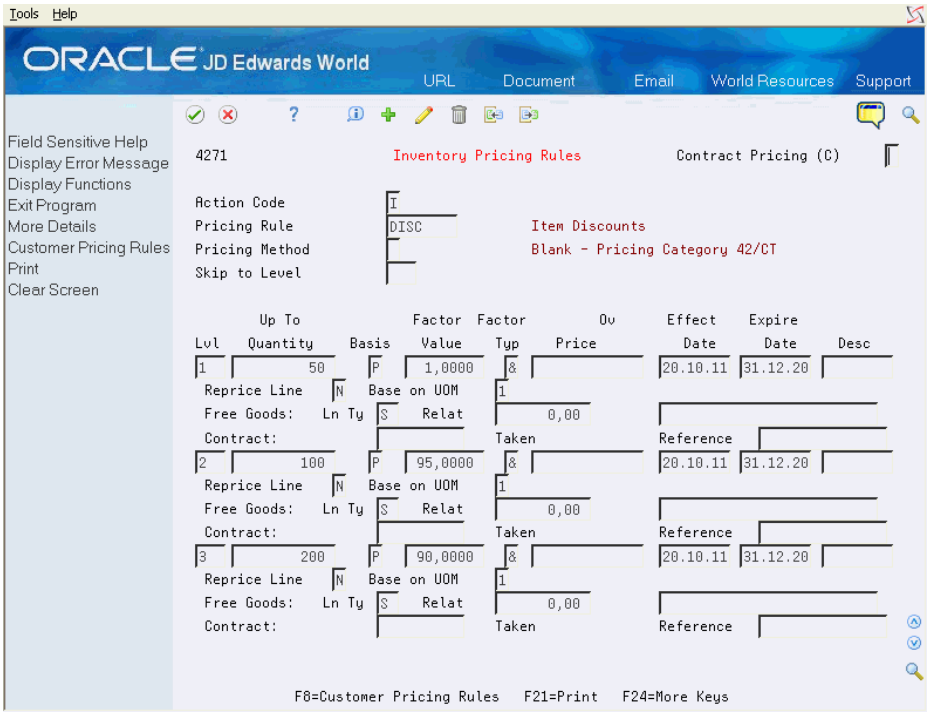


1. Complete the following field:
   - Pricing Rule
2. To set up a contract pricing rule, complete the following field:
   - Contract Pricing (C)
3. To define pricing rules, complete the following fields:
   - Pricing Method
   - Level
   - Up to Quantity
   - Basis

- Factor Value
- Factor Value Type
- Override Price
- Effective Date
- Expire Date

4. Access the detail area.

Figure 39–2 Inventory Pricing Rules (Details) screen



5. To define additional inventory pricing rule information, complete the following fields:

- Base on Unit Of Measure
- Line Type
- Related Price
- Item
- Limit
- Reference

Field	Explanation
Pricing Rule	A user defined code (table 40/PI) that defines a particular price/quantity setup that the system apples to a customer or customer group at order entry time. The Rule uses the Item Pricing Group field and UDC table 40/PI, but goes beyond a basic group with further complexity and flexibility. Typically, these categories correspond to the major sections in the inventory price book. You can set up as many detail categories as you need. A single code can be used for sales, purchasing, order/basket, and contract pricing. If you set up a contract rule, it must equal the short number for the item under contract.
Contract Pricing (C)	A code that indicates a specific pricing relationship between an item's price as contracted with a customer/vendor for a specified period of time or for a limited quantity. Valid codes are: Blank – No contract C – Indicates contract price When entering a Contract Price, the following rules need to be observed: ■ The inventory pricing rule code for a contract is the item number. Note that this is the Short Item Number and it must be a full 8-digits, requiring you to add leading zeros where necessary. ■ You must enter the quantity that may be sold at this contract price and the contract number, if there is one. ■ Pricing Method should be left blank. ■ You must also attach the contract pricing rule to the customer or customer group for the rule to become effective.
Pricing Method	A user defined code (42/CT) that indicates the basis for the price rule used with repricing or purchasing Valid values are: P – Purchase order discounts O – Order repricing R – Line repricing (basket repricing)
Skip to Level	An alphanumeric code that determines the sequence in which the system displays the rules within the pricing group. You define levels when you set up the pricing groups.

Field	Explanation
Basis	The pricing method on which the system bases the net price of the items or the costing method on which the system bases the net price of the order. The following codes are valid for pricing and repricing: 1 – Last-In Cost 5 – Future Cost P – Unit Price 2 – Average Cost 6 – Lot Cost 3 – Memo Cost 1 7 – Standard Cost 4 – Current Cost The system uses the method you enter here to determine the order's net price. In sales order repricing, the system bases all reprice calculations on either the unit cost or price in the sales detail. Specify P if you want the system to use unit price in the sales order as the basis for reprice calculations. Otherwise, specify a value between 1 to 8 to use the unit cost in the sales detail as the based on value for all reprice calculations.
Up To Quantity	The volume or quantity breaks commonly are used in pricing tables. If the quantity shown on the first level of a rule is 5, then the pricing logic shown on this level applies only to sales of five or fewer items. If the quantity shown in the next level is 10, then the pricing logic applies to sales of 6 through 10 items. 99,999,999 indicates all quantities.
Factor Value	The discount or markup (by percent or dollars) that the system uses when it calculates the price of an item attached to this inventory pricing rule. Discounts can be expressed as multipliers, additional amounts, or deductible amounts. For example, a 10% discount would be expressed as .90. You can use the same factor for markups over cost. For example, a 10% markup would be expressed as 1.10.
Override Price	Any price you enter here overrides all other rules or prices and appears on the sales order.
Reprice Line or Order	Code that is applicable only if you are using pricing method R (Basket Repricing). Y (yes) tells the system to apply the pricing rule to the unit and calculate the extended price. N (no) tells the system to write a new order detail line for the amount of the additional discount into the sales order. The Order Repricing Program (P421301) provides an option to reprice orders that had already been repriced. You can alter the results of this process by adjusting this field. If you would like to re-discount the order based on the original unit price, you must have this field set to N or blank PRIOR TO repricing the order. However, if you would like to re-discount based on the discounted unit price, set this field to Y to adjust the individual detail lines. For more detail on this process, please refer to the help instructions of the Order Repricing Program (P421301).

Field	Explanation
Ln Type	A code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). It also specifies the conditions under which a line prints on reports and is included in calculations. Codes include: S – Stock item J – Job cost N – Non-stock item F – Freight T – Text information M – Miscellaneous charges and credits W – Work order *Form-specific information* Use this field when you offer a "Buy X Quantity, Get One Free" promotion. The line type code is a user defined code that tells the system what kind of item (for example, stock or non-stock) that you are adding to the order and how the order line should be treated during order processing.
Price	The price of a related item in a pricing or discount policy. For example, with a policy of "Buy one, get one free," the free item is the related item. Enter this price in the unit of measure of the related item quantity.
Item	The number assigned to an item. It can be in short, long, or 3rd item number format. *Form-specific information* Use this field to indicate the item number of the item that you are including as the free item in the "Buy X Quantity, Get One Free" promotion described in the Free Goods: Line Type and Price fields. If you enter an item number in this field, the system adds this item to the order when the X quantity is sold.
Limit	This quantity is established in the inventory pricing rules as the number of items that the customer may purchase from us at this contract price. *Form-specific information* The amount that limits the quantity of items you are willing to sell at a contract price. You use this field when a C appears in the Contract Pricing (C) field at the top of the form.
Reference	The number or identifier of the document on which this contract is based. Complete this field only if you are creating a contract price between you and a specific customer.

39.2.2 What You Should Know About

Topic	Description
Creating new item groups	When you define inventory pricing rules, you enter the user defined codes that you previously set up for item price groups. To create new user defined codes for item price groups, you can choose the Inventory Pricing Groups option from the Price Management menu.

Topic	Description
Setting up contract pricing rules	You can set up contract prices to guarantee a price for a particular customer. When you enter an order for a contract item, the system checks the remaining quantity to be sold at the contract price. If the quantity on the order exceeds the remaining quantity allowed, the system writes two lines on the order: ■ One line for the quantity at the contract price ■ One line for the quantity at the regular price You set up contract pricing by defining an inventory pricing rule and assigning the rule to a customer. Complete the following fields on the Contract Line: ■ Limit defines the quantity limitation built into the contract. ■ Reference indicates the document on which the contract is based. **Note:** You must use the item's short ID number to identify the pricing rule. To set up the pricing rule in the user defined code table (40/PI), see Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.
Setting up free good pricing rules	You can create rules to include 'Free goods'. On the Free Goods line, complete the following: ■ The Line Type for the additional line on the sales order ■ The Price of the "free good" (blank = zero) ■ The Item Number of the "free good"
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Foundation Guide* for more information.

To attach a pricing rule to an item

Navigation

From Distribution /Logistics Systems (G4), choose Inventory Management

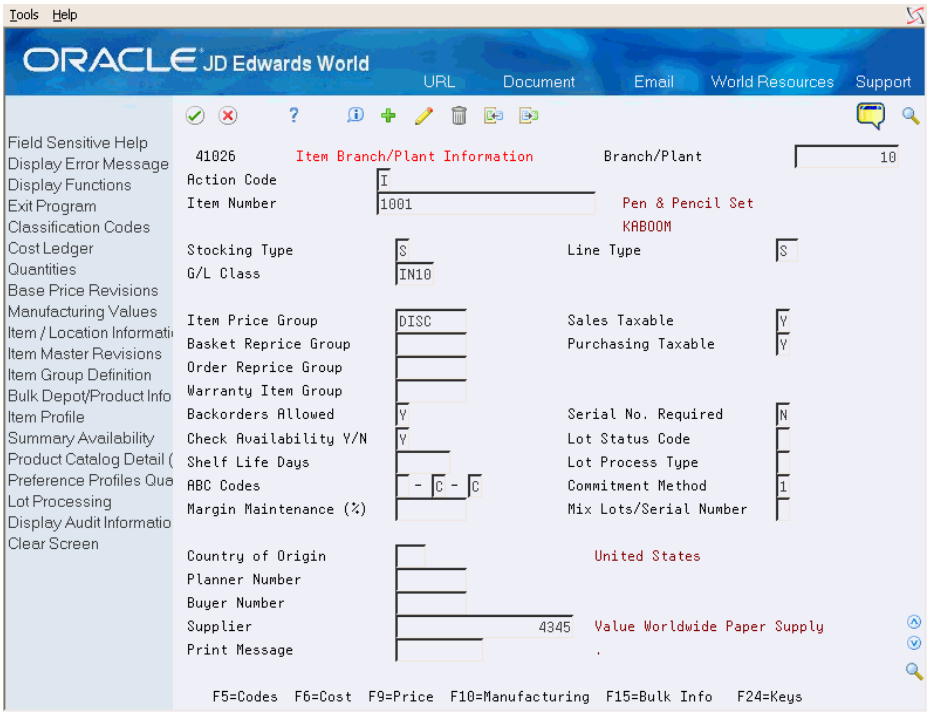
From Inventory Management (G41), choose Item Revisions

From Item Revisions (G4112), choose Item Branch/Plant Information

After you have created a pricing rule, you can attach it to an item.

On Item Branch/Plant Information

Figure 39–3 Item Branch/Plant Information screen



1. Complete the following field:
   - Item Price Group

   Note: For this process, 'Group' and 'Rule' are one and the same.

2. Use the Add or Change action as needed, and press Enter.

   See Also:

   - Enter Branch/Plant Information in the *JD Edwards World Inventory Management Guide*.

39.3 Assigning Pricing Rules to Customers and Customer Groups

Navigation

From Sales Order Management (G42), choose Price Management

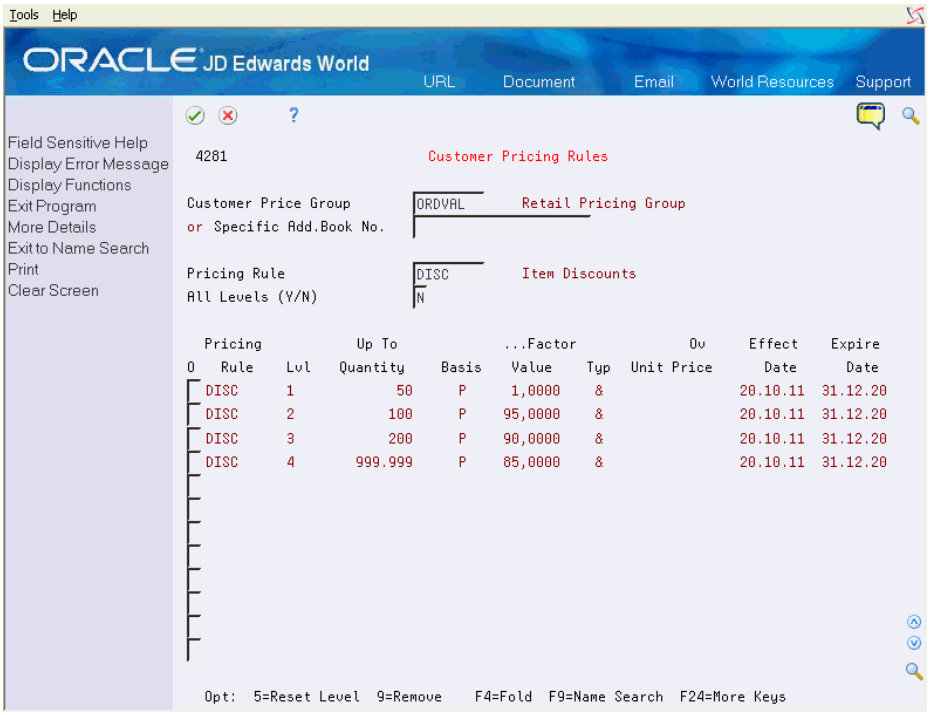
From Price Management (G4222), choose Customer Pricing Rules

You use the Customer Pricing Rules program to establish the pricing relationship between an inventory pricing rule and a customer or customer group. You must assign a customer or customer group to a specific pricing level in an item's inventory pricing rule before the system adjusts prices. You can also use the Customer Pricing Rules program to remove the relationship between the inventory pricing rule and the customer or customer group.

To assign rules to customers and customer groups

On Customer Pricing Rules (P4281)

Figure 39–4 Customer Pricing Rules screen



1. Complete one of the following fields:
   - Customer Group
   - Specific Address Book Number
2. Complete the following optional fields:
   - Pricing Rule
   - All Levels
3. To assign the customer to a specific level in the inventory pricing rule, enter 5 in the Option field.

39.3.1 What You Should Know About

Topic	Description
Attach and Activate	Option 5 (Reset Level) is also know as 'attach and activate' since it attaches an Inventory Pricing Rule to your Customer or Customer Group at the level you wish to activate. All subsequent levels for that rule will also be attached and activated. The line where you entered the 5 will be highlighted, while the subsequent lines will not. Any levels of that rule above the line you activated will not be in effect for that Customer or Customer Group. Attaching and Activating the Rule with your Customer or Customer Group in P4281 creates a record in the Price By Customer File (F4208).

Topic	Description
Detach and Deactivate	To 'detach and deactivate' a Customer/Rule or Customer Group/Rule combination, enter a 9 (Remove) on the highlighted line. The highlighting will disappear, but the rule will still be there for future use or for continued use by other customers or customer groups.
Creating new customer groups	When you assign inventory pricing rules to customer groups, you enter the user defined codes that you previously set up for customer price groups. To create new user defined codes for customer price groups, you can choose the Customer Pricing Groups option from the Price Management menu.

39.4 Setting Up Basket and Order Repricing

Complete the following tasks to perform basket and order repricing:

- Define repricing groups
- Process basket and order repricing
- Updating prices for an item

You define repricing groups similar to the way you define customer and item groups. You first create user defined codes for basket and order repricing groups and enter this information for specific items in the Item Master table. You then set up either basket or order repricing in the inventory pricing rules.

When you run the Standard Order/Basket Reprice program, the system searches the detail lines of a sales order for items in either a basket or order repricing group. If the system must perform both basket and order repricing, it will perform the basket repricing calculations first.

39.4.1 What You Should Know About

Topic	Description
Limitations to repricing	If you have defined a trade discount or manually entered a price, the system will not reprice the order line.
Order entry repricing	You can run the Standard Order/Basket Reprice program when you enter a sales order by choosing the appropriate option on the Enter Orders (Page Mode) form. You can also set the processing options for the Enter Orders (Page Mode) program to automatically run the Standard Order/Basket Reprice program.
Performing repeated repricing	If you need to reprice an order line that has already been repriced, you can set the appropriate processing option for the Standard Order/Basket Reprice program to allow order detail lines to be repriced repeatedly.

39.4.2 Defining Repricing Groups

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Inventory Pricing Rules

You define repricing groups similar to the way you define customer and item groups. After you create user defined codes for basket and order repricing groups, you enter this information for specific items on the Item Branch/Plant Information form. You then complete the steps to define inventory pricing rules for basket and order repricing. You define the pricing method in the inventory pricing rule as either basket repricing or order repricing.

For example, you group pens, rulers, and erasers in the basket group called SUPPLIES. You can then define an inventory pricing rule for the SUPPLIES basket repricing group so that the system will reprice each of the items in this group at a discount of $.025.

If you define both basket and order repricing for an item, the system will perform the basket repricing calculations first.

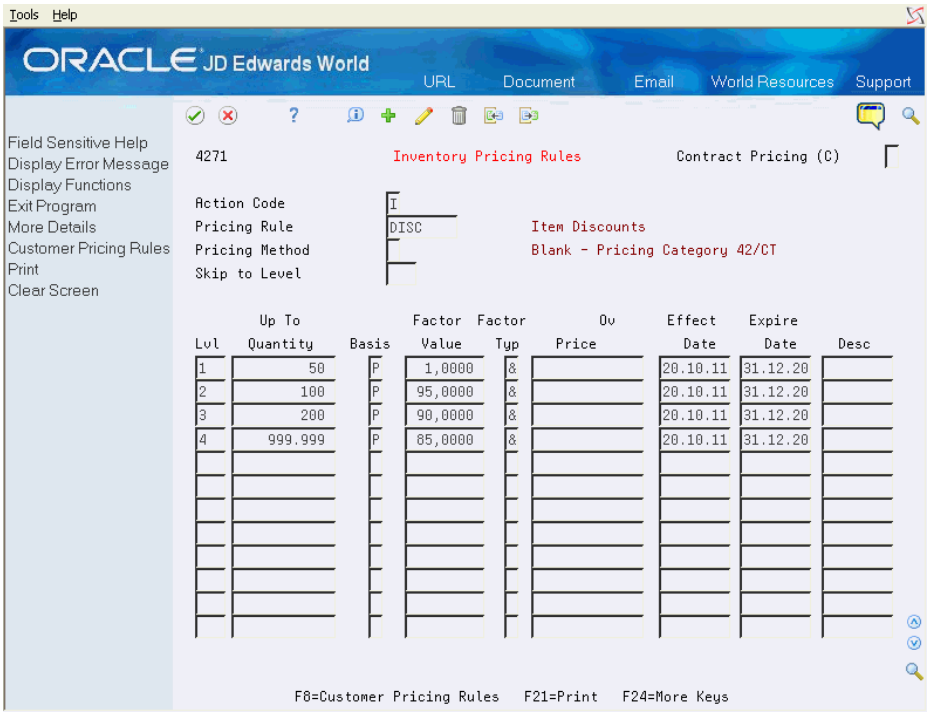
Before You Begin

- Verify that user defined codes for order and basket repricing groups have been created. See Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*.
- Enter the user defined codes for order and basket repricing groups in Item Master Information. See Section 37.3, "Setting Up Item Price Groups."

To define repricing groups

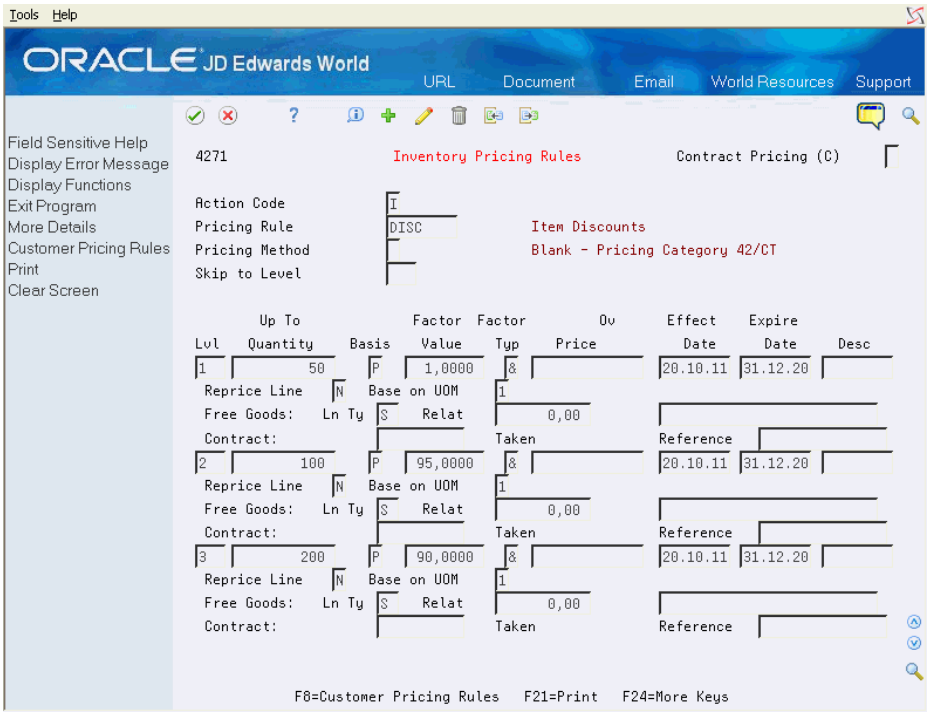
On Inventory Pricing Rules

Figure 39–5 Inventory Pricing Rules screen



1. Complete the following fields:
   - Pricing Rule
   - Pricing Method
2. For basket repricing, access the detail area.

Figure 39–6 Inventory Pricing Rules (Details) screen



3. Complete the following field:
   - Reprice Line

39.4.3 Processing Basket and Order Repricing

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Standard Order/Basket Reprice

You process basket and order repricing to adjust the price for specific items or create special discounts based on the total weight, amount, or quantity. For example, you could define the discount quantity as aggregated pounds, dollars, or units. These discounts are given in addition to the inventory and contract pricing rules.

An order reprice rule combines the quantities of related items to calculate the price adjustments. When you perform order repricing, the system searches the detail lines of a sales order for items in an order group. If it finds items that belong to the order group, it creates an adjustment for the order as a whole and writes a new order detail line with the amount of the adjustment.

A basket reprice rule combines the quantities of related items to calculate the price adjustments. When you perform basket repricing, you can indicate in the full detail area if the system should search the details lines of a sales order for items in a basket group. If the system finds items that belong to the basket group, it creates an adjustment for the order detail line. Depending on how you complete the Reprice Line field on the Inventory Pricing Rules form, you can inform the system to do one of the following:

- Update the unit and extended cost in the order line with the new price
- Write a new order line with the amount of the change

For example, you attach a pricing rule to the SUPPLIES order repricing group so that the system will discount the entire order by $0.25 if it identifies an item from the SUPPLIES group. The system does not recalculate prices but adds a new line to the order to reflect the order discount.

Line	Item Name	Unit Price	Group Name
Line 1	PEN	$10	SUPPLIES
Line 2	RULER	$2	SUPPLIES
Line 3	ERASER	$1	SUPPLIES
Line 4	Discount	$0.25-	

39.4.4 Processing Options

See Section 68.3, "Order Repricing for Standard Pricing (P421301)."

40

Work with Base Pricing

This chapter contains these topics:

- Section 40.1, "Updating Base Prices,"
- Section 40.2, "Updating Prices for a Customer,"
- Section 40.3, "Converting Price Levels."

After you define base prices, you can update them as needed, for example, to change a price or create a price that will be effective on a future date. You can update base prices individually, or you can run the Base Price Maintenance (P41830) - Batch program to update multiple prices at one time. When you update multiple prices in batch mode, the system either overrides the existing price with a new price or calculates an adjustment to the existing price, depending on how you set the Item Sales Price Level Conversion processing options.

You update prices for a customer to recalculate sales orders based on the most current price or price adjustment. You might need to do this for items with volatile prices. You can also use this process to update the unit and extended costs of items on sales orders with the most current costs.

40.1 Updating Base Prices

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Base Price Revisions

After you define base prices, you can update them as needed (for example, to change a price or create a price that will be effective on a future date). You can use the Base Price Revisions program to update base prices individually. Or, you can run the Base Price Maintenance - Batch program to update multiple prices at one time.

Updating base prices includes the following tasks:

- Changing existing prices
- Creating future prices

The system creates new prices based on the current price that is selected by the batch program. When you run a version of the Base Price Maintenance - Batch program in proof mode, the system generates a report that displays the updates that the program will make to the selected records when you run it in final mode.

When you set up a version of this program, you choose the specific fields that you want the system to select. For example, you can set up a version to select customer,

customer group, item, or item group. Or, you can exclude certain types of prices that you do not want to update.

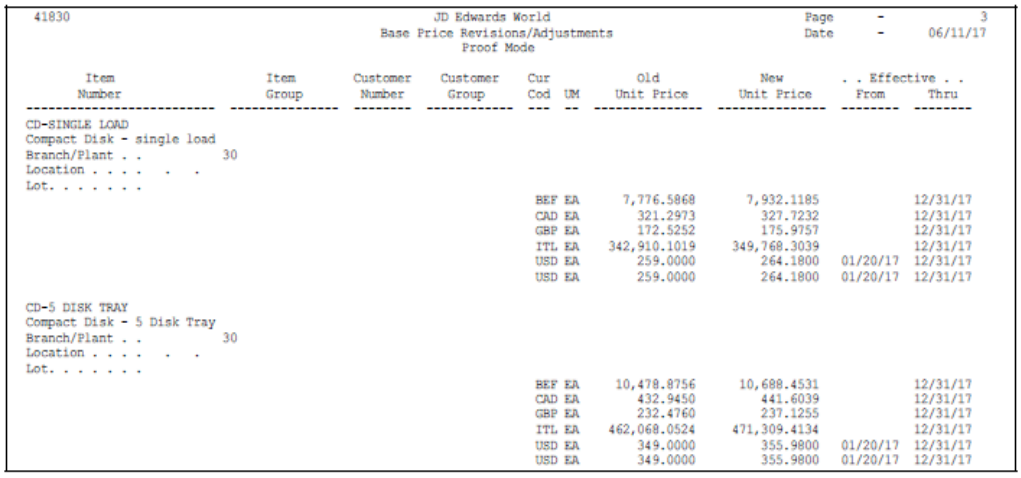
Any new prices that the system creates are included in the report, as well as their effective dates and the old price that the system used as the basis for the new prices. You can run this program in proof mode as many times as necessary.

40.1.1 Changing Existing Prices

To change multiple prices, you can run the base price revisions version of the Base Price Maintenance (P41830) - Batch program. Depending on how you set the processing options, the program either overrides the existing price with a new price that you specify or calculates an adjustment to the existing price. The adjustment can be an addition, subtraction, or percentage adjustment.

When you run the base price revisions version in proof mode, the system generates a report that displays the updates that the program will make to the selected records when you run it in final mode. You must set the update processing option for this program to perform updates to the Base Price table (F4106).

Figure 40–1 Base Price Revisions/Adjustments report



41830 JD Edwards World Page - 3
Base Price Revisions/Adjustments Date - 06/11/17
Proof Mode

Item Number	Item Group	Customer Number	Customer Group	Cur Cod	UM	Old Unit Price	New Unit Price	Effective From	Effective Thru
CD-SINGLE LOAD									
Compact Disk - single load									
Branch/Plant . . 30									
Location									
Lot.									
				BEF	EA	7,776.5868	7,932.1185		12/31/17
				CAD	EA	321.2973	327.7232		12/31/17
				GBP	EA	172.5252	175.9757		12/31/17
				ITL	EA	342,910.1019	349,768.3039		12/31/17
				USD	EA	259.0000	264.1800	01/20/17	12/31/17
				USD	EA	259.0000	264.1800	01/20/17	12/31/17
CD-5 DISK TRAY									
Compact Disk - 5 Disk Tray									
Branch/Plant . . 30									
Location									
Lot.									
				BEF	EA	10,478.8756	10,688.4531		12/31/17
				CAD	EA	432.9450	441.6039		12/31/17
				GBP	EA	232.4760	237.1255		12/31/17
				ITL	EA	462,068.0524	471,309.4134		12/31/17
				USD	EA	349.0000	355.9800	01/20/17	12/31/17
				USD	EA	349.0000	355.9800	01/20/17	12/31/17

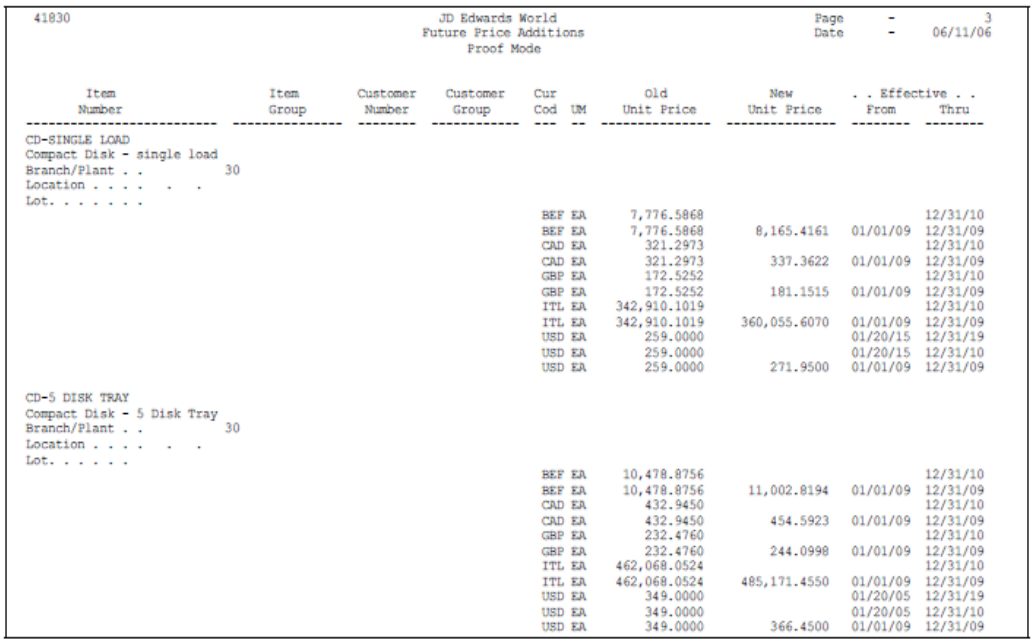
40.1.2 Creating Future Prices

To create multiple base prices that you can use on a future date, you can run the future price additions version of the Base Price Maintenance - Batch program. This version of the program writes new price records to the Base Price table that are based on the effective dates in the price additions processing option for this program. You must specify a from date and a through date or the program will end without creating the new prices.

When you run the future price additions version in proof mode, the system generates a report that displays the updates that the program will make to the selected records when you run it in final mode.

The system creates future prices based on the existing price with the most recent expiration date. Depending on how you set the processing options, the program either overrides the existing price with a new price that you specify or calculates an adjustment to the existing price. The adjustment can be an addition, subtraction, or percentage adjustment. If you leave the adjustment type and factor blank, the system copies future prices from the current price and does not apply any adjustments.

Figure 40–2 Future Price Additions report



41830 JD Edwards World Page - 3
Future Price Additions Date - 06/11/06
Proof Mode

Item Number	Item Group	Customer Number	Customer Group	Cur Cod	UM	Old Unit Price	New Unit Price	Effective From	Effective Thru
CD-SINGLE LOAD									
Compact Disk - single load									
Branch/Plant . . 30									
Location									
Lot.									
				BEF	EA	7,776.5868			12/31/10
				BEF	EA	7,776.5868	8,165.4161	01/01/09	12/31/09
				CAD	EA	321.2973			12/31/10
				CAD	EA	321.2973	337.3622	01/01/09	12/31/09
				GBP	EA	172.5252			12/31/10
				GBP	EA	172.5252	181.1515	01/01/09	12/31/09
				ITL	EA	342,910.1019			12/31/10
				ITL	EA	342,910.1019	360,055.6070	01/01/09	12/31/09
				USD	EA	259.0000		01/20/15	12/31/19
				USD	EA	259.0000		01/20/15	12/31/10
				USD	EA	259.0000	271.9500	01/01/09	12/31/09
CD-5 DISK TRAY									
Compact Disk - 5 Disk Tray									
Branch/Plant . . 30									
Location									
Lot.									
				BEF	EA	10,478.8756			12/31/10
				BEF	EA	10,478.8756	11,002.8194	01/01/09	12/31/09
				CAD	EA	432.9450			12/31/10
				CAD	EA	432.9450	454.5923	01/01/09	12/31/09
				GBP	EA	232.4760			12/31/10
				GBP	EA	232.4760	244.0998	01/01/09	12/31/09
				ITL	EA	462,068.0524			12/31/10
				ITL	EA	462,068.0524	485,171.4550	01/01/09	12/31/09
				USD	EA	349.0000		01/20/05	12/31/19
				USD	EA	349.0000		01/20/05	12/31/10
				USD	EA	349.0000	366.4500	01/01/09	12/31/09

40.1.3 Processing Options

See Section 68.4, "Base Price Report (P41830)."

40.1.4 Data Selection

When you run this program in final mode, you should include the Unit of Measure field in the data selection to ensure that the system applies the adjustment value consistently.

40.1.5 Data Sequence

You can define the data sequence only for the base price report and base price revisions versions of this program.

You should not change the sequence for versions that create future prices. Doing so can cause the system to use the wrong base price when calculating the future price.

40.2 Updating Prices for a Customer

Navigation

From Sales Order Management (G42), choose Price Management

From Price Management (G4222), choose Update Sales Price/Cost

You update prices for a customer to recalculate sales orders based on the most current price or price adjustment. You might need to do this for items with volatile prices. You can also use this process to update the unit and extended costs of items on sales orders with the most current costs. If multi-currency processing is activated in your system, the system also updates the foreign unit and extended costs fields.

Update Sales Price/Cost is a batch program (P42950) that you can use to:

Task	Description
Update sales order costs	The system replaces the unit and extended costs in any open, unshipped orders with current costs from the Item Cost Ledger table (F4105).
Update sales order prices	The system recalculates the unit and extended prices in the Sales Order Detail table (F4211) using the most current base price and price adjustments. The system bases this recalculation on the date that you enter in the processing options.
Replace sales order exchange rates	You can use this program to update the currency exchange rate that the system uses to calculate costs and prices on an order. The system replaces the currency exchange rate that was in effect at the time you entered the order with the existing currency exchange rate.

You can set the processing options for the Update Sales Price/Cost program to define which date on the sales order that the system uses to determine if it should recalculate costs or prices. For example, you can base the recalculations on the promised date. The system updates only those order lines with a promised date that is before or equal to today's date. Sales order prices can be updated more than once.

When you run the Update Sales Price/Cost program, the system updates the order detail information for open sales orders and replaces the current price with the new base price. The program disregards any special pricing discounts that you have previously defined for the customer or item.

40.2.1 What You Should Know About

Topic	Description
Updating prices when you update customer sales	You can set the Sales Cost Update processing options for the Update Customer Sales program to run the Update Sales Price/Cost program prior to sales update. The system updates all selected sales orders with current costs, exchange rates, and prices before you run invoices and create G/L records. Once ship confirm (P4205) has been run or inventory has been decremented for an item the system will not update a cost with the P42950. If a price or cost has been overridden manually by a user in sales order entry a flag is set in the F4211 and will not be updated by the P42950. This program should be run with caution as it can update all orders within the sales order system.

40.2.2 Processing Options

See Section 68.5, "Update Sales Cost, Price, or Exchange Rate (P42950)."

40.3 Converting Price Levels

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Sales Price Level Conversion

You use the Sales Price Level Conversions program to change the sales price level of an item or a group of items that you have previously entered in the Item Master table.

You can run this program in proof or final mode. JD Edwards World recommends that you always run the Sales Price Level Conversions program in proof mode first to identify errors. The program generates a report that displays any problems the system encounters during sales price level conversions. You can correct these errors before you run the program in final mode.

The Sales Price Level Conversion program deletes all price records at the previous level and creates new price records at the new level. For example, when converting from the item/branch/plant level to the item level, the program deletes all price records for each item/branch/plant and creates a new price record for the item.

You should not attempt to access the Item Master or Base Price tables when this program is running in final mode.

40.3.1 Processing Options

See Section 68.6, "Sales Price Level Conversion - Final (P41816)."

Part VIII

Preferences

This part contains these chapters:

- Chapter 41, "Overview to Preferences,"
- Chapter 42, "Work with the Preference Master and Hierarchy,"
- Chapter 43, "Assign Customers and Items to Groups,"
- Chapter 44, "Set Up Preferences,"
- Chapter 45, "Work with Preferences."

41

Overview to Preferences

This chapter contains these topics:

- Section 41.1, "Objectives,"
- Section 41.2, "Overview."

41.1 Objectives

- To understand the field information and processing that is standard for all preferences
- To make logical preference groupings to meet your business needs at the customer level, the item level, or a combination of these levels
- To understand how the system applies preferences to an order

41.2 Overview

You can use preferences to customize the way sales orders are processed. JD Edwards World provides predefined standard preferences. You can use the predefined preferences or you can create variations of each preference to meet your specific business requirements.

Typically, you create preferences when you have consistent business requirements that differ from the default values for the Sales Order Management system. For example, you can create preferences to suit the needs of:

- Your customer's specific requirements
- Your company's policies
- Regulatory agencies' rules

Before you use preferences, you must perform some setup tasks to customize preferences for your specific business requirements. As your business grows and changes, you perform the same setup tasks to further customize preferences.

Complete the following tasks to apply preferences to sales orders:

- Work with preference master and hierarchy
- Assign customers and items to groups
- Set up preferences
- Work with preferences

Setup and use of each preference requires careful planning. For example, consider your business purpose for using preferences in conjunction with the efficient use of the system's processing time.

Do not use preferences for occasional variances. In those instances, manually enter exception information in the applicable fields of the customer or item information.

41.2.1 What Is a Preference?

A preference is a piece of information that you define for a customer, an item, or any combination of customer (sold to, ship to, or parent addresses), customer group, item, or item group. The system uses preferences to override normal customer and item setup information when you enter orders allowing for increased automation.

Information that you do not directly enter into a sales order defaults in from several files:

- Item Master (F4101)
- Item Branch/Plant (F4102)
- Customer Master (F0301)
- Data Dictionary

By setting up preferences, you are able to default alternative information that can be dependent on specific combinations of items and customers or other criteria.

41.2.2 How Does the System Use Preferences?

Each preference contains standard header lines. You can use the fields on these lines to define a preference for:

- A customer
- A customer group
- An item (product)
- An item (product) group
- Any combination of customers (or groups) and items (or groups)

You must activate preferences before the system can use them. When activated, preferences are used by such programs as Sales Order Entry, Trip Creation and Maintenance, Customer Freight Calculation, Supplier Freight Calculation, and Schedule Cycle Billing. These programs search for applicable preferences that contain information affecting the customer and item combination for each order line.

For sales order entry, the system uses this information to complete parts of the order. The system uses a hierarchy that you define to find the appropriate customer and item preference.

The system runs a set of programs for each preference that you create. When you enter an order and are using preferences, the system uses the hierarchy that you set up to search preference profiles for information that affects the customer and item combination for each order line. It uses this information to complete parts of the sales order.

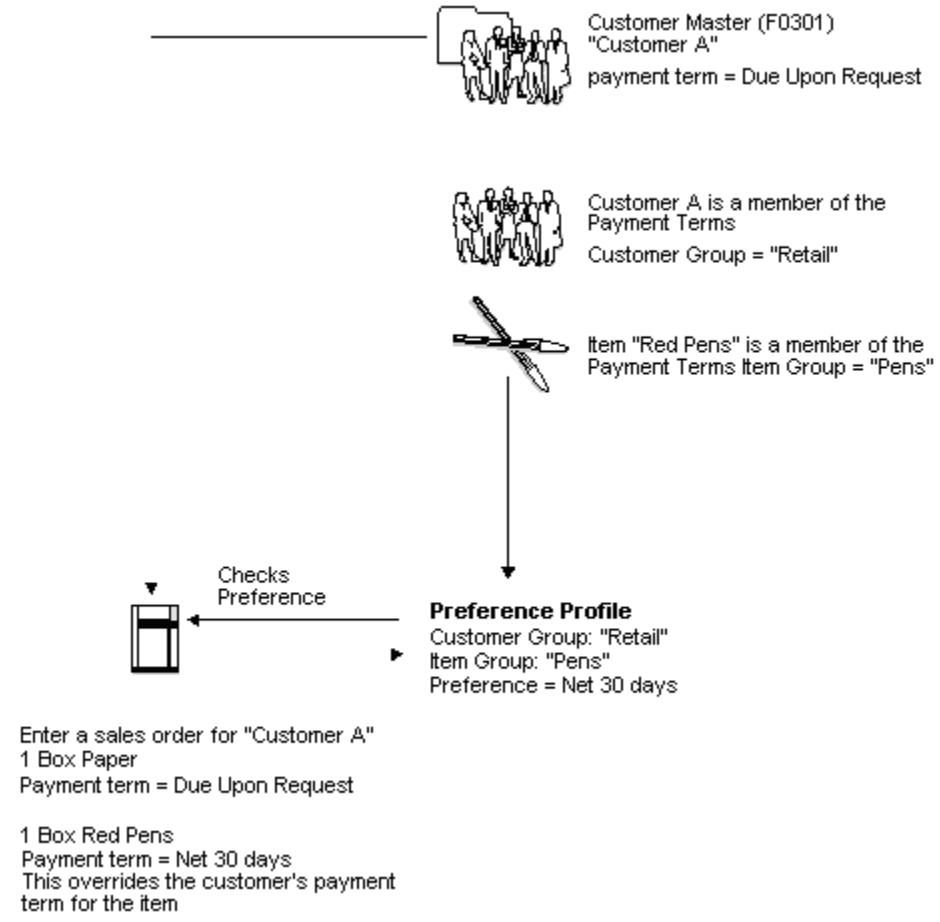
Some preferences override default information, while others add more information that the system uses during stages of the sales order processing cycle. As a result, some preference information might not be immediately displayed on the sales order.

41.2.2.1 Example: Applying a Preference

By default, payment is due upon request when an item is delivered to your customer. For example, you have defined your retail customers in the Payment Terms preference customer group RETAIL. Customer A, a member of RETAIL, orders red pens. The red pen is a member of the Payment Terms preference item group PENS, in which the payment terms for this group is set at Net 30 Days. Based on the hierarchy for this preference, the payment terms for the customer group and item group combination, Net 30 Days, overrides the customer's payment terms that you set up in Customer Master.

When you enter the order for Customer A, the customer's payment terms appear on the order header, which defaults from Customer Master. After you accept the order, you can view the new payment terms in the fold area of the order detail lines.

Figure 41–1 Applying a Preference to an Order



What You Should Know About

Topic	Description
Preference feature limitation	The preference feature is not available in line order entry.

41.2.3 What Are the Preference Types?

Preferences fields are generally categorized as:

- Key fields
- Search fields
- Definition fields

Key fields are shared by all preferences. You use these fields to enter standard preference information. Key fields are optional. You can use key fields as search criteria to have the system match preferences to sales orders. These fields are found in the header portion of the Preference Profiles Revisions form.

The key fields Customer and Customer Group are mutually exclusive. Likewise, the key fields Item and Item Group are mutually exclusive. That is, you cannot simultaneously use a preference with a customer and a customer group, or with an item and an item group. The system always uses the Customer (or Customer Group) and/or the Item (or Item Group) fields to match preferences to sales orders.

Search fields are marked with a greater than (>) sign next to the field name. The system uses these fields in the same way as it uses key fields. Each preference has search fields unique to its requirements. These fields are found in the detail portion of each preference's Preference Profiles Revisions form. Search fields are optional. You use these fields to further narrow the search criteria specified by key fields. For example, if you indicate that the search field called Branch/Plant should be used as additional selection criteria, the system selects sales orders that match the unique combination of customer, item, and branch/plant criteria.

Preference definition fields are the fields that the system uses to resolve the preferences. Each preference has one or more definition fields unique to its requirements. These fields are found in the detail portion of each preference's Preference Profiles Revisions form. Definition fields are required, although in some cases a valid value can be a blank. Typically, the system uses the values you input in these fields to override or add information on a sales order.

The system uses preference information in a number of ways:

- Adds it to order detail records during order entry and displays it on the order header or detail forms. For example, inventory commitment information is added to the Sales Order Detail table and displays on the Sales Order Entry form.
- Adds it to order detail records during order entry but does not display it. For example, revenue cost center information is added to the Sales Order Detail table but does not display on the Sales Order Entry form.
- Applies it after order entry. For example, Invoice Cycle preference information is applied when you run the Schedule Invoice Cycle program.
- Uses it to override default information, such as priority codes, or to provide additional information, such as line of business.

The following table provides a brief overview of each preference:

- The purpose of the preference
- Any information that the preference overrides
- How and when the system applies the preference during the sales order process and where you can view related information

Preference	Business Purpose	Overrides	When Applied and Where to View
Container Deposit/Rental	Specify how the system processes sales orders for container deposits and rentals. You can use this preference only if you are using the Container Management system in conjunction with the Sales Order Management system.	None	None
Customer Currency	Assign currency for a customer or customer group. Because the system uses branch/plant in the search criteria, you can base the currency on the branch/plant for the order. Only one currency code is allowed per order. **Note:** You cannot use this preference for items and item groups.	Currency code on Customer Master Information	Applied during entry. View in the Currency Code field in the order header.
Document Distribution	Designate specific delivery documents and how many of each to distribute internally and to your customers.	None	Applied during either Bulk/Packaged Load Confirm or Preprint Delivery Documents.
Delivery Date	Calculate the delivery date based on the number of days that your items are in transit.	None	Applied during order entry. View the delivery date in the order detail.
End Use	Define a product's end use and duty status. Used for regulatory, pricing, and market analysis purposes.	None	Applied during order entry. View results in World Writer reports.
Freight	Select the freight table that determine freight charges billable to customer or payable to contractors. Designate whether the freight is distance based, zone based, fixed fee, or time based. Also designate whether the freight is billable, payable or both.	None	Applied when you run the Customer Freight Calculation and Supplier Freight Calculation batch programs to determine the billable and payable freight charges. Normally, this is part of end of day processing. You can also calculate billable freight prior to printing delivery documents.

Preference	Business Purpose	Overrides	When Applied and Where to View
Grade and Potency	Ensure that packaged products selected for delivery are within the customer's allowable grade or potency range. Designed to work in conjunction with the Inventory Commitment preference.	Default grade/potency range on Plant Manufacturing Data (included in the item branch/plant information)	Applied during order entry to the Sales Order Detail table (F4211). View the grade/potency ranges on the Order Detail Information form.
Inventory Commitment	Specify one or more branch/plants to use as the supply source when a customer orders a product or group of products. You also specify the minimum percentage in any order that must be filled for a branch/plant to be selected.	Default branch/plant in order detail that comes from the order header Branch/Plant field	Applied during order entry. View the source branch/plant, mode of transport, carrier, and route code in the sales order detail.
Invoice Cycle	Establish a special invoice cycle for customers who want to be billed periodically.	None	Applied when you run the Schedule Invoice Cycle batch program (prior to processing invoices). The system reads the preference and loads the scheduled invoice date and cycle into the Sales Order Detail Tag table (F49211).
Line of Business	Identify a customer's line of business to use as a basis for price adjustments, sales analysis, or other business needs.	None	Applied during order entry. View results in World Writer reports.
Next Order Status	Change the next order status when a customer orders a specific product. By changing the order status after order entry, you can omit one or more steps in the standard processing for an order line or add processing steps.	Default Next Status code in the order activity rule	Applied during order entry. View the next status code in the Status (Last/Ext) field in the detail area or an order line.

Preference	Business Purpose	Overrides	When Applied and Where to View
Order Preparation Days	Ensure that you accurately determine the number of days that it takes to deliver a sales order based on the number of days that it takes to pick, pack, and ship the items.	None	Applied during order entry.
Payment Terms	Specify the standard terms of payment for a customer. Payment terms affect invoice due dates and discounts.	Payment terms or instrument that appear on the order header and are set up on Customer Master	Applied during order entry. View payment terms in the order detail information.
Price Adjustment Schedule	Use multiple pricing schedules for a customer by item or item group.	Default schedule from Customer Billing Instructions	Applied during order entry. View the price adjustment schedule in the Schedule field in the detail area of an order detail line.
Pricing Unit of Measure	Set the unit of measure used to price an item. This information is used to determine the correct price when invoices are printed.	Pricing unit of measure on Item Master Information	Applied during order entry. View in the Pricing Unit of Measure field that follows the Unit Price on an order detail line.
Print Messages	Print specific messages on selected documents. You can vary print messages based on branch/plant, customer/group, or item/group combination.	None	Applied when printed. Documents are printed at different stages in the order processing cycle. Unlike other preferences, all print messages at all selected hierarchy positions are cumulative. That is, the system adds print message preferences to any other print messages that is set up for the order.

Preference	Business Purpose	Overrides	When Applied and Where to View
Product Allocation	Restrict the amount of product that a customer can purchase. Use this preference if demand exceeds supply. You can also use it if a product is produced only for a specific customer or group of customers, and you need to ensure that it is not distributed to others.	None	Applied during order entry. **Note:** You receive a warning message if you enter a quantity on the order detail line that exceeds the allocation limit for a customer. The order is placed on hold if you do not reduce the quantity to the amount of the remaining allocation. You can bypass the message and accept the excess amount, or accept the balance and cancel the excess.
Revenue Cost Center	Assign the business unit (Accounting Branch/Plant) based on customer, product, or combinations. You might use this preference for a distributed warehouse operation, where revenue is recognized centrally.	Default business unit that comes from the order header Business Unit field	Applied during order entry.
Sales Commission	Set up sales people and commission rates based on a customer/item combination. You can also vary the information by branch/plant and line of business.	Default Commission Code/Rate data in the Customer Billing Instructions - page 2.	Applied during order entry. View the sales commission data for an order detail line on the Order Detail Information form.
User Defined Price Codes 1, 2, and 3	Define your own codes to use for unique pricing needs. For example, you might define a price code to identify order lines that need to be repriced when commodity prices are published for a specific period.	None	Applied during order entry.

Preference	Business Purpose	Overrides	When Applied and Where to View
Advanced Lot Management	This preference defines the Ship Ascending Date rule for any customer, customer group, product, product group combination. If activated it will ensure that a product is shipped from a lot with a greater date than the previous shipment. The lot dates that can be tested are Best Before Date, Expiration Date and Sell By Date. There is also a flag to determine the Override Commitment Date Method to be employed.	None	Applied during order entry when using hard commitments or during Inventory Commitments or Shipment Confirmation when the sales orders are soft committed.

42

Work with the Preference Master and Hierarchy

This chapter contains these topics:

- Section 42.1, "Overview,"
- Section 42.2, "Setting Up Preference Master Information,"
- Section 42.3, "Arranging the Preference Hierarchy."

When you determine that you have a consistent business requirement that differs from the system's default values for sales order processing, you can set up preferences to accommodate those requirements.

42.1 Overview

The system displays all preferences in logical groups on the Preference Profiles form. You use Preference Master to specify where a preference displays on this form and whether effective dates and quantities are a part of the preference.

For each preference, you must define a hierarchy to indicate the order in which you want the system to apply preferences to sales orders.

42.1.1 Before You Begin

- Analyze your business requirements and the selection criteria for creating a preference.

42.1.2 What You Should Know About

Topic	Description
Alternate selection	You can also create preferences using the Profiles by Customer/Item form.
Adding a memo to a preference	You might find it helpful to attach descriptive or informational comments to a preference. These memos can help you identify which preference you want to work with. Access the Preference Text form to review or add informational text to a preference. After you enter the memo, the system highlights the Option field.

42.2 Setting Up Preference Master Information

Navigation

From Sales Order Management (G42), choose hidden selection 27

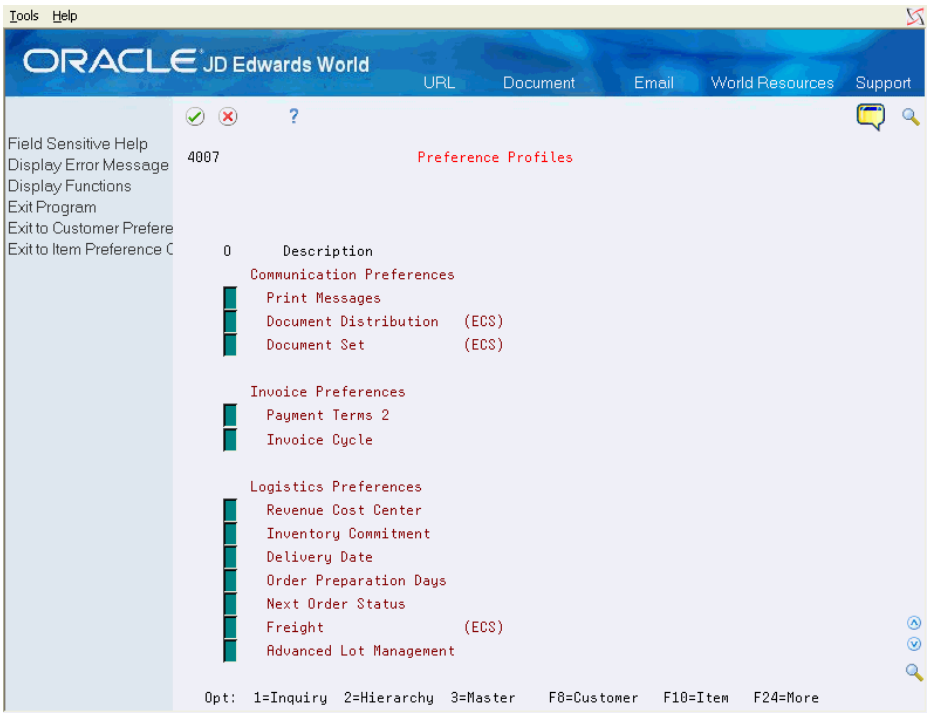
From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

The system displays all preferences in logical groups on the Preference Profiles form. You use Preference Master to specify where a preference displays on this form and whether effective dates and quantities are a part of the preference.

To set up preference master information

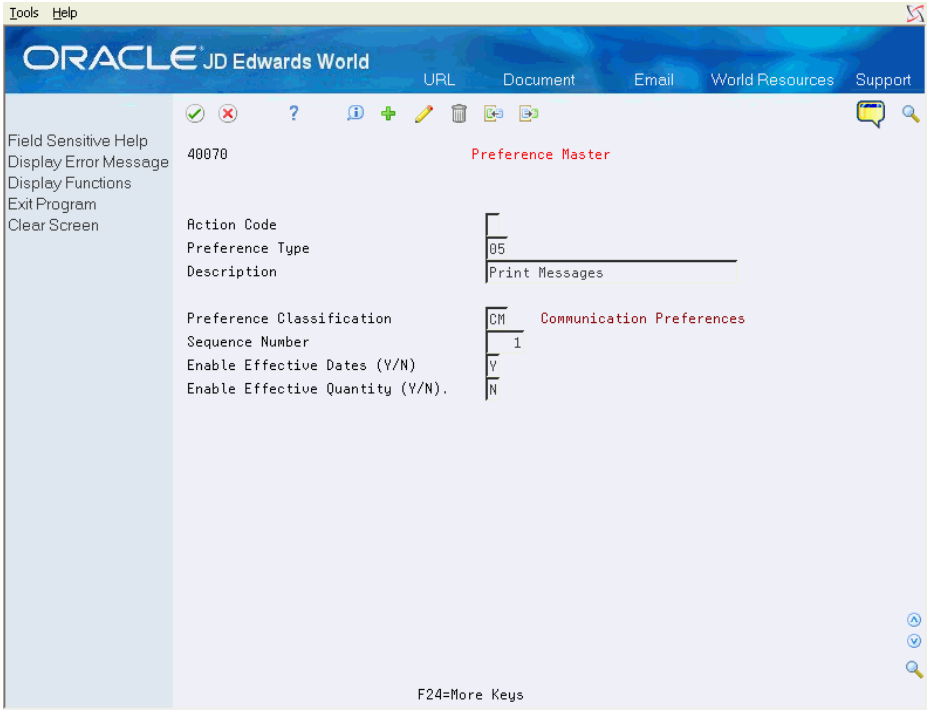
On Preference Profiles

Figure 42–1 Preference Profiles screen



1. Choose a preference.
2. Access Preference Master.

Figure 42–2 Preference Master screen



3. On Preference Master, complete one or more of the following fields:
   - Preference Type
   - Description
   - Preference Classification
   - Sequence Number
   - Enable Effective Dates
   - Enable Effective Quantities

Field	Explanation
Preference Type	The preference type is defined in UDC table (40/PR). Specific entries supported in Preference Profile processing must contain a 1 in the Special Handling Code found in the fold section (F4) of the UDC maintenance program (P00051). Note that this table is used for other hierarchies including base pricing (51) and advanced pricing (52).
Preference Classification	This is maintained in UDC table (40/CL) and is used to group the preferences under headings on the Preference Profile program (P4007).
Sequence Number	The order the preference will appear under the group heading if there are more than one.
Enable Effective Dates and	This flag controls the display of effective date fields on the Preference Inquiry (P40200) and Preference Revisions (P40300) programs. The system will validate the effective dates against the Order Date field (TRDJ) on Sales Order Detail (F4211). Once you have set this field to Y, you cannot turn it back to N if there is preference data set up.

Field	Explanation
Enable Effective Quantity	This flag controls the display of effective quantity fields on the Preference Inquiry (P40200) and Preference Revisions (P40300) programs. If Enable Effective Quantity is set to Y, then Enable Effective Dates must also be set to Y. Once you have set this field to Y, you cannot turn it back to N if there is preference data set up.

42.2.1 What You Should Know About

Topic	Description
Enabling effective quantities	If you activate quantities for a preference in the master preference information, no unit of measure conversions take place. Therefore, the system searches only for a preference with exactly the same unit of measure as the unit of measure entered on the order. For example, if you set up a preference with the unit of measure as LT (liters) and enter a sales order in gallons, the system does not select the preference because it does not convert the gallons to liters when searching preference records. If you need the effective quantity fields active for a particular preference, you must create separate preferences for each unit of measure that can be used as the sales order transaction unit of measure.
Preference Profile file names	Each preference has it's own file, with the preference type making up the suffix of the file name. The prefix for the files is F403, so for example, the payment terms preference file is F40301.

42.3 Arranging the Preference Hierarchy

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

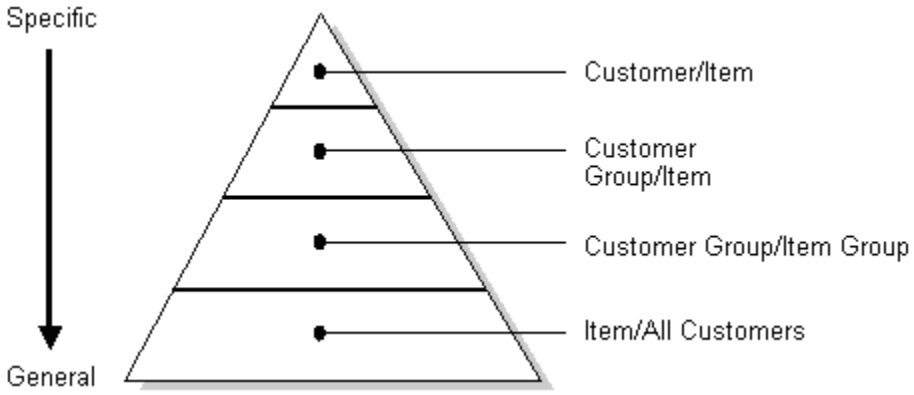
For each preference type, you must define a hierarchy to indicate the order in which you want the system to apply preferences to sales orders.

The Preference Hierarchy form contains rows that identify customers and customer groups and columns that identify items or item groups. You use the intersections of the rows and columns to enter your hierarchy sequence.

When the system searches for preference information, it uses the hierarchy to determine the order in which to search preference information. The system begins with the intersection in which you entered 1 and searches for records that are defined for that customer and item combination. If no preference for that intersection is found, the system identifies the intersection in which you entered 2, and so forth.

Note: JD Edwards World recommends that you first set up the most uncommon or limited method of pricing. Continue defining the hierarchy to the most common method of pricing. If you set up your base price hierarchy this way, the system searches for the most specific combinations before general combinations.

Figure 42–3 Preference Hierarchy Example



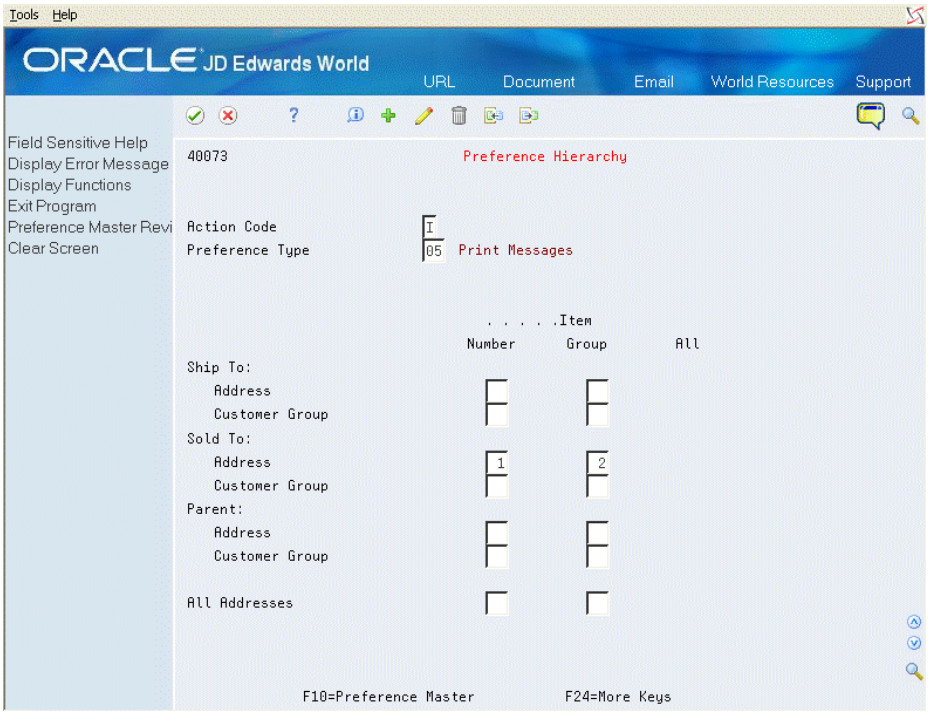
42.3.1 Example: Preference Hierarchy for Payment Terms

To arrange the preference hierarchy

On Preference Profiles

1. Choose Payment Terms preference.
2. Access Preference Hierarchy (Option 2).

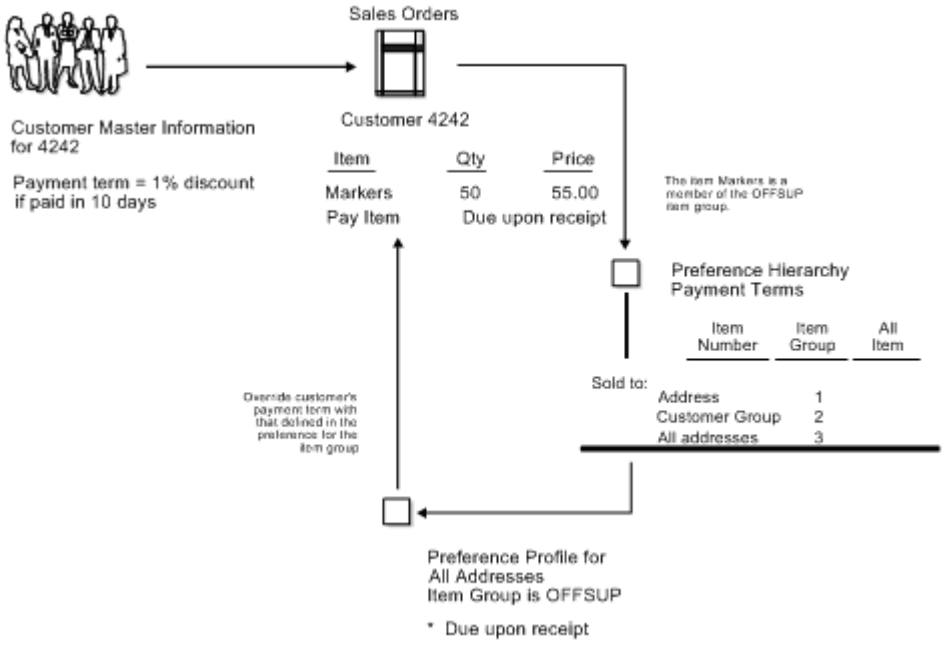
Figure 42–4 Preference Hierarchy screen



3. On Preference Hierarchy, type consecutive numbers to arrange the preference hierarchy for the specific preference. You must start with a 1 and you can't skip any numbers. Try to use as few levels as possible to limit the processing time required. A Customer can be a Sold To, Ship To, or Parent.

When you enter an order, the system determines from the hierarchy for this preference that it should search first for information for a single Sold To address/item group combination, and then for a group of Sold To addresses/item group combinations. In this case, the system overrides the normal payment term for orders to that customer for items from the group with a due upon receipt payment term.

Figure 42–5 Order Payment Terms with the Preference Hierarchy



42.3.2 What You Should Know About

Topic	Description
Using the Profiles by Customer/Item form	You can perform the same setup tasks from the Profiles by Customer/Item form as you can from the Preference Profiles form.

43

Assign Customers and Items to Groups

This chapter contains these topics:

- Section 43.1, "Assigning a Customer to a Group,"
- Section 43.2, "Assigning an Item to a Group."

JD Edwards World provides predefined preferences. Before you use preferences, you must perform some setup tasks to customize preferences for your specific business requirements. As your business grows and changes, you perform the same tasks to further customize preferences.

To save time while defining preferences, you can assign a customer or an item to a group. You can then define preferences once for a group rather than many times for several customers or items. For example, you can group all customers with the same payment terms. Then, when you create a payment terms preference, you can define one preference for the group.

Before You Begin

- Verify that user defined codes for customer groups and item groups are set up. See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide* for information about user defined code tables for preference groups.

43.1 Assigning a Customer to a Group

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Profiles by Customer/Item

You can assign a customer to a customer group for any preference.

For example, you can identify some customers as seasonal customers and create specific payment terms for them. To do this:

- Set up a SEASON customer group user defined code
- Assign all seasonal customers to this group
- Create one Payment Terms preference for the seasonal customer group

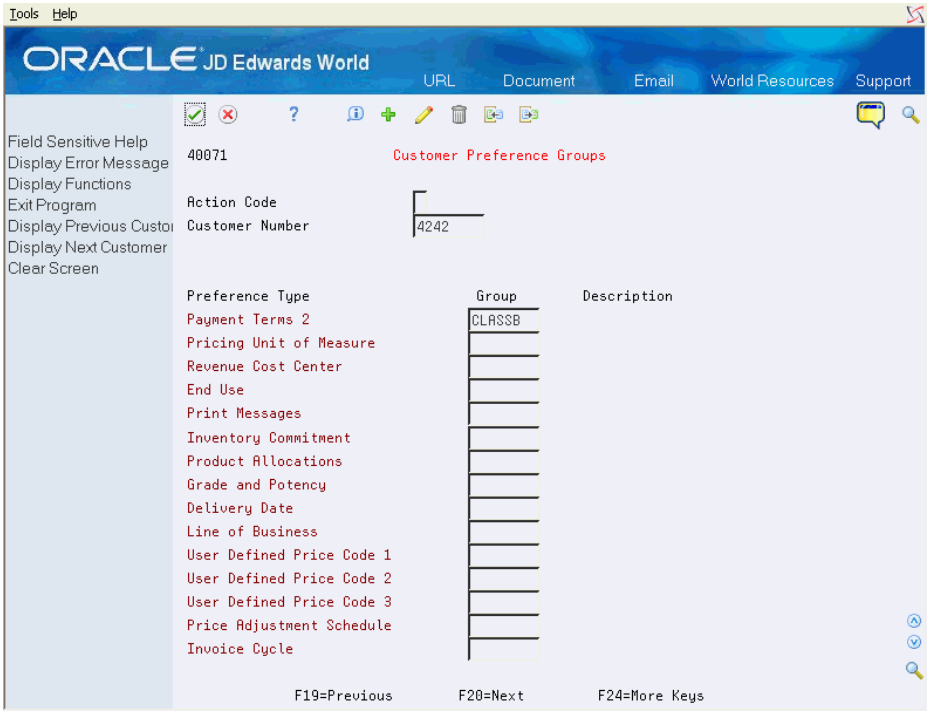
You can assign any new seasonal customers to the seasonal customer group. The system automatically applies the Payment Terms preference to all of the new customer's sales orders.

To assign a customer to a group

On Profiles by Customer/Item

1. Enter a Customer and press F8 to go to Customer Preference Groups.

Figure 43–1 Customer Preference Groups screen



2. On Customer Preference Groups, complete the following fields:
   - Action Code
   - Customer Number (defaulted)
   - Group

Note: There is no setup in the Customer Billing Instructions for Customer Preference Group.

43.2 Assigning an Item to a Group

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Profiles by Customer/Item

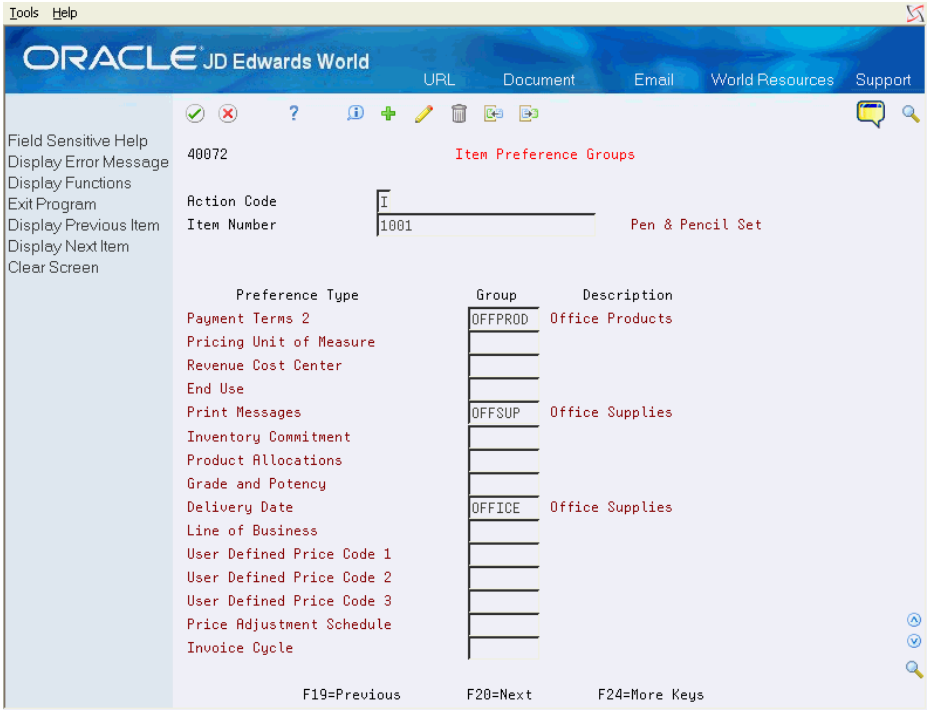
You can assign items to preference groups and define a preference for the entire group with user defined codes.

To assign an item to a group

On Profiles by Customer/Item

1. Enter an Item and press F10 to go to Item Preference Groups.

Figure 43–2 Item Preference Groups screen



2. On Item Preference Groups, complete the following field:
   - Item Number
3. 3. Complete the following field for each preference type to which you want to assign a user defined code:
   - Group

> **Note:** There is no setup in the Item Branch/Plant for Item Preference Group.

44

Set Up Preferences

This chapter contains these topics:

- Section 44.1, "Entering Header Preference Information,"
- Section 44.2, "Entering Detail Preference Information."

All preferences share standard preference information that applies to all of the preference types in a category. You enter this information for each preference in the header portion of the Preference Revisions form.

There are also fields that are unique to each preference where you enter specific preference information. You enter this information for each preference in the detail portion of the Preference Revisions form.

If you set up multiple preferences for a customer and item combination, you can specify a sequence number that the system uses to search the preferences to process the order.

What You Should Know About

Topic	Description
Using the Profiles by Customer/Item form	You can perform the same setup tasks from the Profiles by Customer/Item form as you can from the Preference Profiles form.

44.1 Entering Header Preference Information

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

All preferences share common fields, called key fields, where you enter standard preference information. You must enter this information for each preference in the header portion of the Preference Profiles Revisions form.

When entering header preference information, you can also specify a sequence number that the system uses to search for preference records. For example, to set up a preference for a customer and item combination and vary the preference by an additional key field, you need to sequence your preference records. If you set the sequence for a preference with Branch/Plant A at 1, the sequence for Branch/Plant B at 2, and all other branch/plants at 999, you can ensure that the system searches for the preferences for Branch/Plants A and B before using the preference that applies to all other branch/plants.

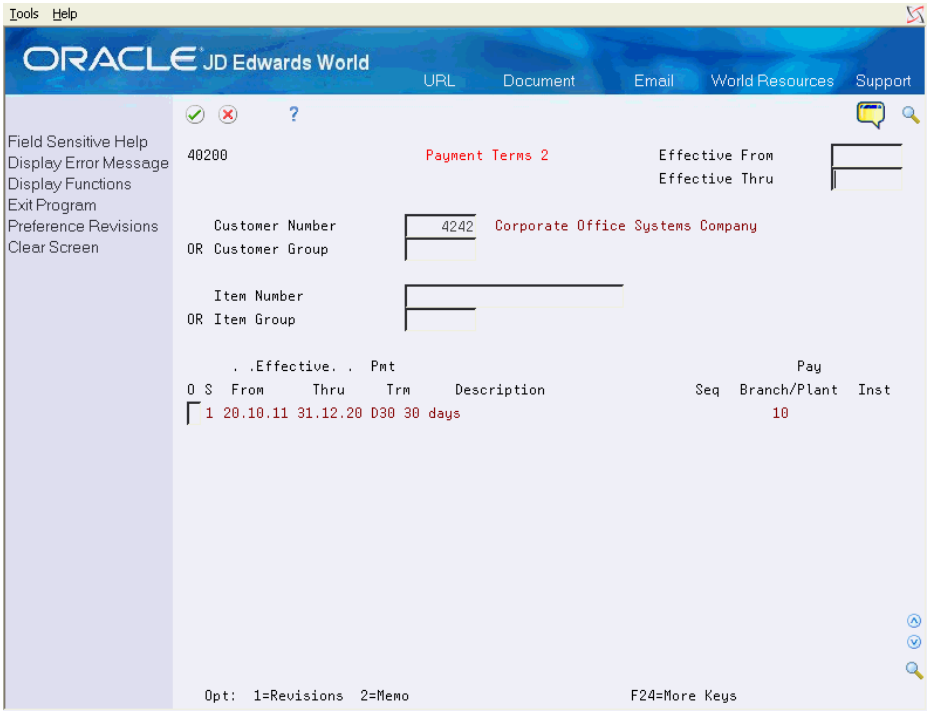
Consequently, you need to use care when sequencing preference records. If the preference that applies to all branch/plants has a sequence number of 1, the system will not find the more specific preferences for Branch/Plants A and B, because the system first finds the preference that applies to all branch/plants. If you set up sequence numbers in increments, you can insert new preferences at a later date.

To enter preference information

On Preference Profiles

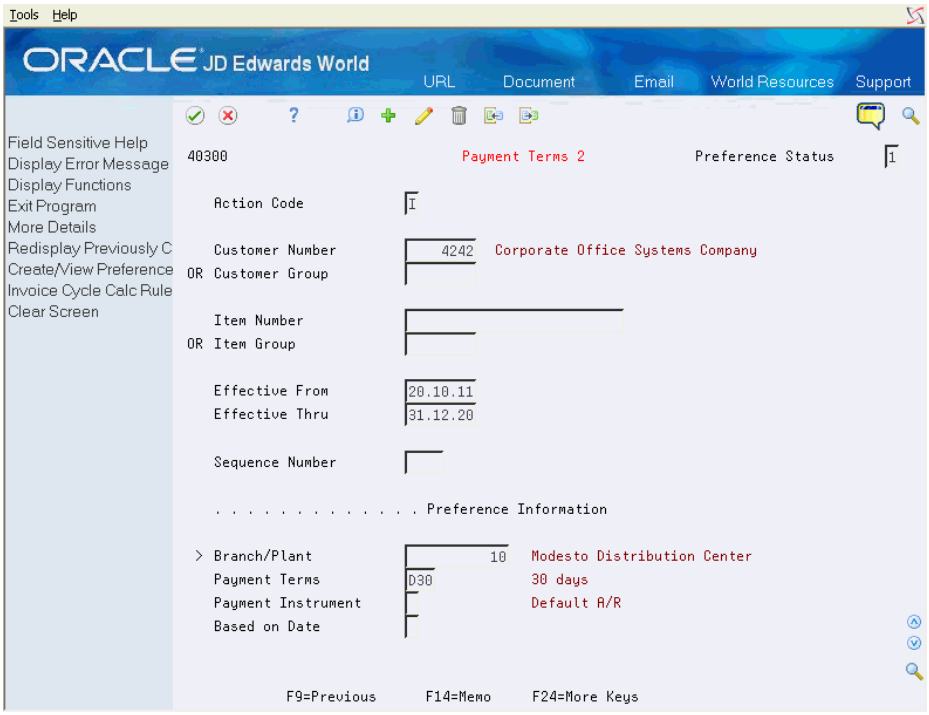
1. Choose a preference.
2. To access the Preference Inquiry form, choose the Inquiry option.
3. Enter a Customer Number or Group.

Figure 44–1 Payment Terms screen



4. On Preference Inquiry, access the Preference Revisions form.

Figure 44–2 Payment Terms screen with Preference Information



5. On the Preference Revisions form, complete one or more of the following fields:
   - Customer Number
   - Customer Group
   - Item Number
   - Item Group
   - Sequence Number
   - Preference Status
6. Complete the following fields, if available on the form:
   - Effective From
   - Effective Thru
   - Quantity From
   - Quantity Thru
   - Unit of Measure
7. Complete the steps to enter detail preference information described below.

Field	Explanation
Preference Status	A value that states whether the preference is Active (1) or Inactive (2). The valid statuses are maintained in UDC table (40/PT).

Field	Explanation
Quantity From, Quantity Through and Unit of Measure	The quantity from and through at which a preference or price adjustment becomes valid. The unit of measure to be used in the preference search. *Form-specific information* If you do not enter a quantity, the system uses 0. Use the Enable Effective Quantity (Y/N) field on Preference Master to activate or deactivate the display of these fields.
Effective From	The date on which a transaction, text message, contract, obligation, or preference becomes effective. *Form-specific information* Leave this field blank if you want the preference to become effective today. Use the Enable Effective Dates (Y/N) field on Preference Master to activate or deactivate the display of this field.
Effective Thru	The date on which a transaction, text message, agreement, obligation, or preference has expired or been completed. *Form-specific information* If you do not enter a date in this field, the system enters a date that you defined during system setup. If you want the preference in effect for an unlimited amount of time, leave this field blank and allow the system to enter the default. The system checks for the effective period during sales order processing. Use the Enable Effective Dates (Y/N) field on Preference Master to activate or deactivate the display of this field.
Sequence Number	A sequence or sort number that the system uses to process records in a user defined order. *Form-specific information* Use this field when you have multiple preferences for the same customer/item combination, effective period, and quantity range. The sequence determines the order that the system searches for preference records with otherwise identical fields. The system searches records in ascending numerical order, that is, from lowest to highest.

Field	Explanation
Quantity Thru	The quantity at which a preference becomes invalid. *Form-specific information* If you do not enter a quantity, the system enters a number defined during system setup. Use the Enable Effective Quantity (Y/N) field on Preference Master to activate or deactivate the display of this field. You must also enter the unit of measure for the quantity in the unmarked field next to Quantity Thru. If the preference is in effect for all quantities, leave the Quantity From and Thru fields blank. The system supplies the default minimum and maximum quantities. You must enter a valid unit of measure for the quantities.

44.1.1 What You Should Know About

Topic	Description
Preferences with kits and configured items	The following preferences do not function with kits and configured items: ■ Print Message ■ Product Allocation ■ Inventory Commitment
Using group fields	Although functionally identical, the system assigns unique codes for the Customer Group and Item Group fields for each preference. Use these fields to specify a code that identifies a group that you can assign customers/items for a specific preference. You can define the preference for a customer or item group alone or for a combination of customer group and item group. If you leave both the Customer Number and Customer Group field blank, the system applies the preference to all customers. Likewise, if you leave both the Item Number and the Item Group fields blank, the system applies the preference to all fields.

44.2 Entering Detail Preference Information

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

All preferences have unique fields where you enter specific preference information. You enter this information for each preference in the detail portion of the Preference Profile Revisions form. These specific preference fields are:

- Search fields
- Definitions fields

Search fields are marked with a greater than (>) sign next to the field name. The system uses these fields in the same way as it uses key fields. Each preference has search fields unique to its requirements. These fields are found in the detail portion of each preference's Preference Profiles Revisions form. Search fields are optional. You use these fields to further narrow the search criteria specified by key fields. For example, if you indicate that the search field called Branch/Plant should be used as additional selection criteria, the system selects sales orders that match the unique combination of customer, item, and branch/plant criteria.

Preference definition fields are the fields that the system uses to resolve the preferences. Each preference has one or more definition fields unique to its requirements. These fields are found in the detail portion of each preference's Preference Profiles Revisions form. Definition fields are required, although in some cases a valid value can be a blank. Typically, the system uses the values you input in these fields to override or add information on a sales order.

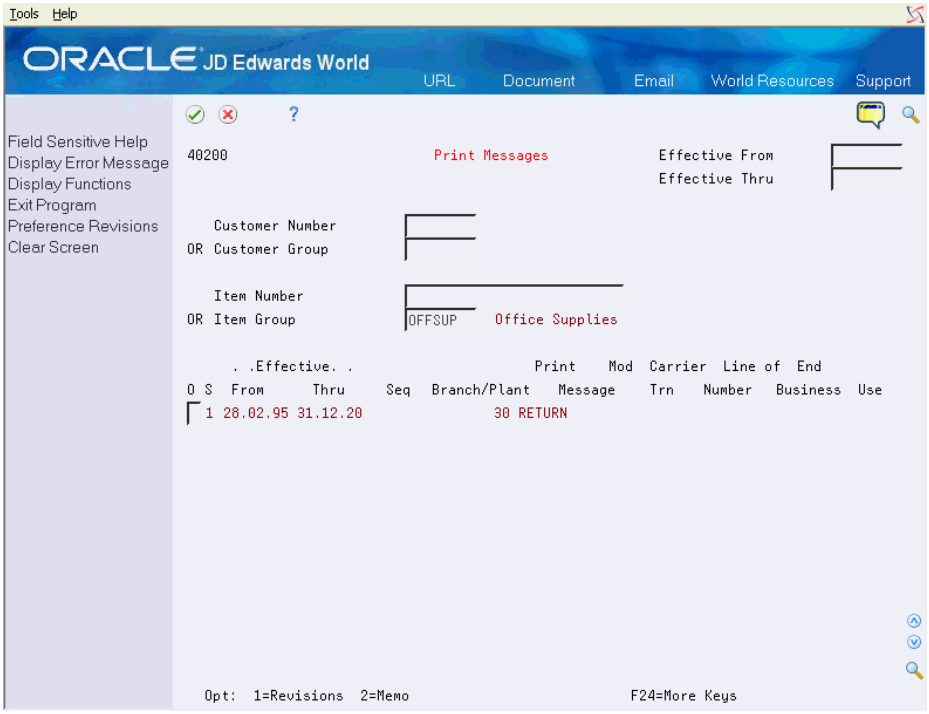
To enter detail preference information

After you enter header preference information, you can enter information that is specific to each preference in the detail portion of the screen under the '….Preference Information' heading.

On Preference Profiles

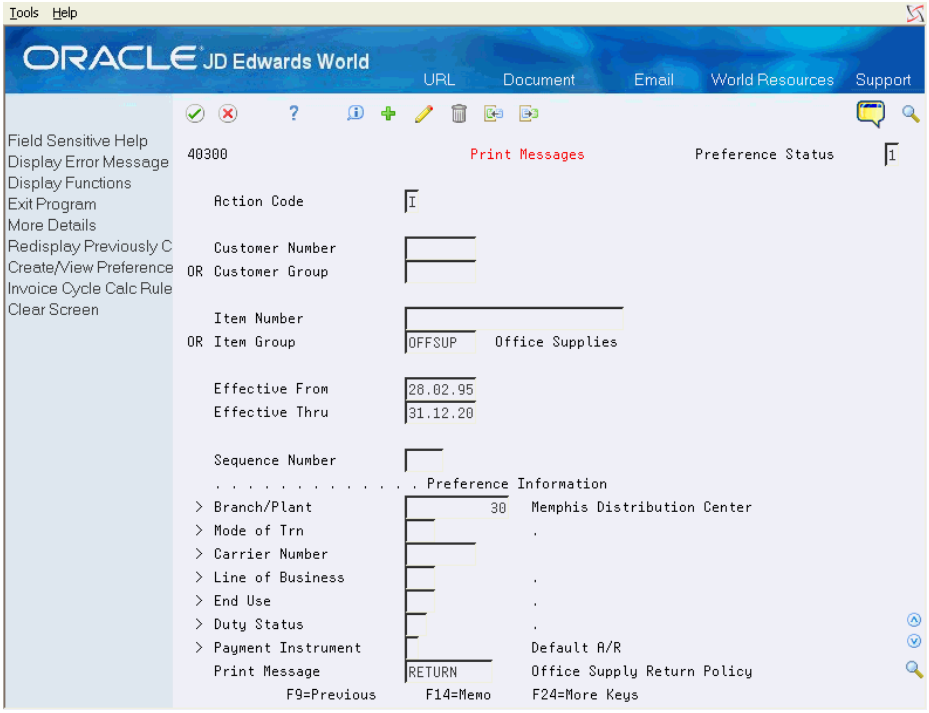
1. Choose a preference.
2. Access the Preference Inquiry form.

Figure 44–3 Print Messages screen



3. On the Preference Inquiry form, access the Preference Profile Revisions form.

Figure 44–4 Print Messages screen with Preference Information



4. On the Preference Profile Revisions form, complete the specific preference information in the detail portion for each preference.

The following describes each preference in greater detail. The descriptions in this chapter are presented in alphabetical order.

44.2.1 Container Deposit/Rental Preference

Use the Container Deposit/Rental preference to specify three aspects of Container Management:

Item	Description
Deposit or Rental for a Customer/Item	You can specify that a customer/item combination is billed for rentals or deposits on the containers.
Transaction or Summary Level Billing	You can specify that a customer/item combination is billed for container deposits on a transaction basis or on a summary period. You can specify summary periods over a given period (set up in the Invoice Cycle preference) for the empty container.
Override the G/L Offset from the Item Master	When you define a Container Deposit/Rental preference, Container Management uses the preference's G/L offset in the sales order it creates for container deposits and rentals. The system uses this G/L offset instead of that defined in the Item Master. This allows you to separate potential sales of empty containers from the actual deposits.

Before You Begin

- Ensure that you create the G/L offset account for container deposits and rentals

What You Should Know About

Topic	Description
Using default information	The Container Deposit/Rental preference is applied by the Container Management Extraction program. Typically, you run this program during end-of-day operations. It extracts a sales order from the Sales Order Management system and applies preference information for each matched customer/item combination. If no match is found, the system uses the data dictionary default and assigns each customer as a deposit customer with summary level billing.
Viewing the Container Billing Report	You can use the Container Billing Report to determine how preferences are applied. This report shows items that either have a transaction by transaction detail or a summary detail level. Also, the report presents different formats for deposit and rental customers.

44.2.2 Customer Currency Preference

Use the Customer Currency preference to assign a currency code to a customer number or to a customer group. Unlike other preferences, this preference does not include the item or item group, because the currency code must be the same for all items on an order.

This preference overrides the default currency code from Customer Master Information in the order header record. You must still include the customer currency in the Customer Master Information. This is because accounts receivable processing does not check preferences. Instead, it uses currency from each order detail line.

The header currency code applies to all detail lines in the order. Therefore, when you rely solely on the Customer Currency preference to set the order's currency code, you can have only one currency code per order.

The Customer Currency preference can be defined for a specific selling branch/plant or for all branch/plants. For example, if your company sells jet fuel to international airlines, the order might be in French francs from a depot in France and British pounds from a depot in the United Kingdom.

Before You Begin

- Activate foreign currency to process this preference
- Set up exchange rates for the foreign currency to the base currency

44.2.3 Delivery Date Preference

You can use the Delivery Date preference to have the system calculate the delivery date based on the number of days that your items are in transit.

A sales order has several dates that the system uses to determine a delivery date:

Date	Description
Order date	The date that you enter the order into the system or the date that you want on the order.

Date	Description
Requested date	The date the customer requests to receive the order. You can enter a single date for the entire order or several dates for individual detail lines.
Pick date	The date that warehouse personnel picks the items from inventory.
Ship date	The date that you promise to ship the order. You can enter dates for individual detail lines.
Delivery date	The date that you tell the customer that the order will arrive.

The system calculates the ship and delivery dates under the following circumstances:

- Preferences are activated.
- One or more of the Branch/Plant, Route Code, Mode of Transport, Priority Code, and Carrier Number fields match the key fields of the preference.

  Except for the Mode of Transport field, the fields display in the order detail from either the Inventory Commitment preference or the Customer Billing Instructions. If they are blank, no match is necessary for the system to calculate dates.
- Work Day Calendar is set up to calculate planned shutdowns, holidays, and weekends.

When you set up this preference, you must define:

- The minimum number of days between order entry and scheduled load date
- The number of days that goods are in transit between load and delivery

Before You Begin

- Verify that the priority code information for the customer is set up in Customer Billing Instructions

44.2.3.1 Example: Applying Dates for Products

You must set up the Work Day calendar to calculate load dates for bulk product orders. The system then adds the delivery lead time to the load date.

The following examples are based on the November 1998 Route Work Day calendar and assume that four lag days and five lead time transit days are specified in the preference.

Action	Result
Order taker manually enters a load date	The program enters the promised date in advance: ■ Sales Order Entered: Friday 11/6/17 ■ Load Date Entered: Thursday 11/12/17 ■ Promised Date Calculated: Tuesday 11/17/17 The system calculates the promised date by adding the lead time transit days to the load date.

Action	Result
Order taker manually enters a promised date	The program back schedules the load date. The system subtracts the lead time transit days from the promised date to calculate the load date: ■ Sales Order Entered: Friday 11/6/17 ■ Promised Date Entered: 11/23/17 ■ Load Date Calculated: Wednesday 11/18/17 A warning appears if the ship date is prior to today.
Order taker leaves Promised Date and Load Date fields blank	The program calculates the promised date by adding the lag days to the lead time transit days from the preference to the sales order date: ■ Sales Order Entered: 11/3/17 ■ Load Date Calculated: 11/9/17 Promised Date Calculated: Saturday 11/14/17
System calculates a load date that is less than the sales order entry date	The program schedules the promised date in advance by placing the order date plus the lag time into the load date and then adding the lead time to the load for the promised date: ■ Sales Order Entered: 11/6/17 ■ Requested Date Entered: Friday 11/13/17 ■ Load Date Would Need To Be: Monday 11/2/17 The system recalculates to indicate the actual load and promise dates: ■ Sales Order Entered: Friday 11/6/17 ■ Load Date Calculated: Thursday 11/12/17 Promised Date Calculated: Tuesday 11/17/17

See Also:

- Chapter 56, "Set Up the Work Day Calendar."

44.2.4 Document Distribution Preference

Use the Document Distribution preference to define how many extra copies of a delivery document you want printed and who you want to the receive copies. For a customer and item combination, you define:

- The trip depot
- The document code of the document to be printed
- The person who will receive each copy
- The number of copies to print

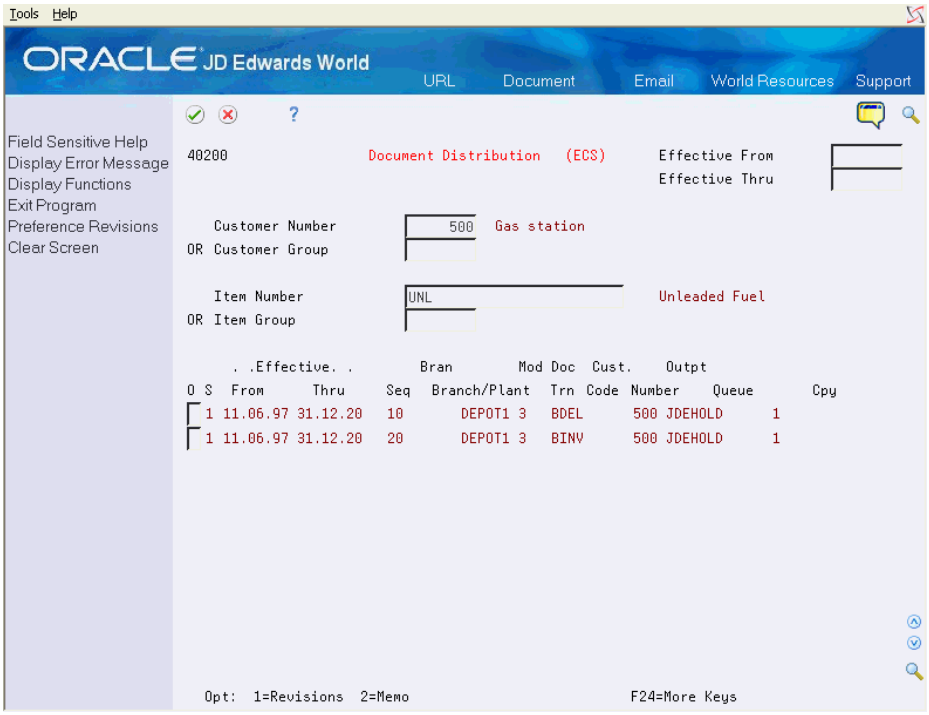
You use this preference to control printing of delivery tickets, priced delivery tickets, and invoices. You can also use this preference to print custom documents (those not programmed by JD Edwards World), such as certificates of analysis.

The system applies Document Distribution preferences either during the Bulk/Packaged Load Confirm process or at Preprint Delivery Documents.

The system allows you to specify this preference with multiple line entries. In this case, you should include the sequence number with the unique preference information in place of the standard information fields.

44.2.4.1 Example: Document Distribution Preference

Figure 44–5 Document Distribution screen



As defined in the sample form above, the system applies the following preference setup whenever customer "500" orders item "UNL".

Shipped By	Shipped From	Documents	Number of Copies	To Whom	Where
Truck	Depot1	Bulk Delivery Ticket	1 copy	Address 500	Printer attached to JDEHOLD
Rail	419	Bulk Invoice	2 copies	Address 500	Printer attached to JD5779754

See Also:

- *JD Edwards World Load and Delivery Management Guide* for information on the Bulk/Packaged Load Confirm Process and the Preprint Delivery Documents process.

44.2.5 Document Set Preference

Use the Document Set preference to identify the set of delivery documents for a particular customer and item combination. The Document Set name is linked to the Document Set Assignment form where the individual document sets are assigned.

If you are using delivery documents, you must define at least one Document Set preference. How you define the preference depends on types of products, such as bulk or lubes, or whether your customer is foreign or domestic. You can also vary the preference by branch/plant.

The system applies Document Set preferences when documents print during the following stages:

- Bulk/Packaged Load Confirm
- Preprint Delivery Documents

At the end of each stage, you can view or change the document set information on the Document Selection form.

44.2.5.1 Example: Document Set Preference

Generally, companies create separate Document Set preferences for bulk and packaged products. This example summarizes an efficient method to set up two Document Set preferences so that the appropriate document sets are shipped with each product.

1. Create an item group for bulk products.
2. Assign a Document Set preference to the bulk item group.
3. Set up another Document Set preference for all items and all customers by leaving the Customer, Customer Group, Item, and Item Group fields blank.
4. Set up the preference hierarchy for the Document Set (ECS) preference so that:
   - Item Group/All Addresses is first in the hierarchy.
   - All Items/All Addresses is second in the hierarchy.

When the system processes the Document Set preference during Load Confirm, the preference hierarchy causes the system to first search for an Item Group preference. If the item in the sales order line is a bulk item and you have assigned it to the item group, the system uses the document set for bulk products. Otherwise, the system uses the default values and issues the document set for all items and all customers. In this case, the system uses the document set for packaged products because you have not assigned packaged products to the bulk product item group.

What You Should Know About

Topic	Description
Document sets and cycle billing requirements	When you set up a Document Set preference, verify that it does not conflict with an Invoice Cycle preference for the customer and item combination. Cycle billing (deferred invoicing) and delivery document invoicing are mutually exclusive. ■ To generate the invoice with the delivery documents, choose a document set that includes a primary invoice. ■ To generate the invoice on a cyclical basis (such as weekly or monthly), run the Cycle Billing and Periodic Invoice programs. See also Chapter 30, "Work with Invoice Cycles."

See Also:

- Creating Document Sets and Creating a Document Set Preference in the *JD Edwards World Load and Delivery Management Guide* for information on creating document set codes.

44.2.6 End Use Preference

Use the End Use preference as system criteria for applying price adjustments. You can also use this preference to set up a paid or free status for stock that is commingled for duty.

End use refers to the customer's end use of the product. For example, you might be required to charge different prices for the same item depending on its end use. A product specific to aviation might have a special duty applied in which the amount of duty might depend on end use (in this case, different duty amounts that are based on different airports).

End Use and Duty Status are key fields. You can create different End Use preferences to assign values for various customer and item combinations. You can then assign the applicable End Use and Duty Status field values for each customer and item combination to suit your business needs.

44.2.7 Freight Preference

Use the Freight preference to link the sales order detail line to a freight table. The system uses freight tables to determine freight charges based on distance, zone, or fixed fee. The system also uses freight tables to determine whether the freight is billable, payable, or both. Use the Freight preference to specify a freight table for a customer/customer group and item/dispatch group.

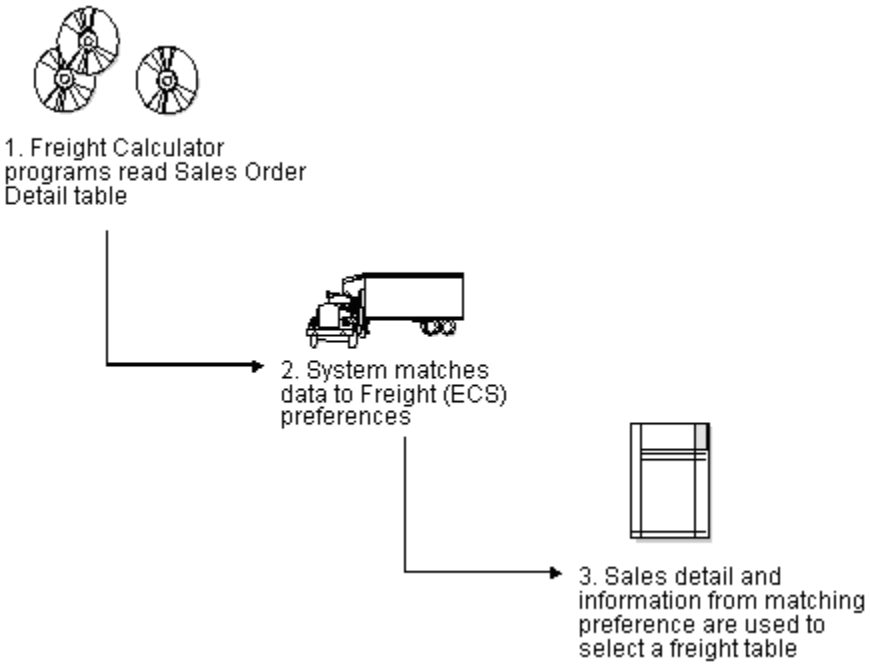
The Freight preference differs from other preferences in that it does not have an Item Group selection. Instead, it uses the same dispatch groups that are used by the Load and Delivery Management system to group products for dispatch.

The Freight preference works in conjunction with freight tables. You define your Freight preferences based on your distance-based, zone-based, or fixed-fee-based freight tables. You can specify one or more freight tables, for example, if you charge a customer a fixed fee and an additional distance-based fee for the same item or dispatch group.

You must also designate whether the freight charge is billable to customers, payable to contractors, or both. Branch/Plant and Mode of Transport are optional search fields.

The system applies the Freight preferences when you run the Customer Freight Calculator and Supplier Freight Calculator batch programs to determine billable and payable freight charges. Normally, this is part of end-of-day processing. However, billable freight charges can also be calculated prior to printing delivery documents.

Figure 44–6 Freight Preference Process



Before You Begin

- Before setting up Freight preferences, determine the following:
  - Whether freight is billable to the customer, payable to a contractor, or both
  - If freight will be calculated by each delivery to a customer, by each sales detail line, or for each trip by a contractor
  - If the distance-based, zone-based, fixed-fee-based, or a combination of freight tables will be used
  - If the tariff code will be used for any of the freight tables in this preference

    See Also:

    - Creating Freight Tables and How Does the System Calculate Freight? in the *JD Edwards World Load and Delivery Management Guide*.

What You Should Know About

Topic	Description
Using the dispatch group for the Freight preference	The Freight preference forms (P40200EC and P40300EC) do not have an Item Group field. Instead, the system supplies the Dispatch Group field. Generally, you specify freight according to the type of products that you are delivering. You organize similar products by dispatch group. This field is typically more restrictive than the Item Group field. For example, you typically assign freight to items of a similar dispatch group, such as fuels or lubricants.

44.2.8 Grade and Potency Preference

Use the Grade and Potency preference to select inventory for a customer that is based on a specific grade or potency range for an item. You can set up base pricing by an item's grade or potency. You could use this preference if a customer requires a grade/potency range that differs from the standard range that you define for an item through item branch/plant information.

> **Note:** Because bulk products cannot be selected by grade or potency or load confirmed by lot, you should use this preference only for packaged products.

The Grade and Potency preference works in conjunction with the Inventory Commitment preference and the commitment method to determine the availability of products. The preference causes the system to ensure that available quantities are within a customer's specified grade/potency parameters.

In addition, the system uses the value that you enter in the Days Expired Before field of the Grade and Potency preference to determine if the expiration date is within the customer's allowable days. This ensures that the availability of product will be the quantity of the grades or potencies that the customer allows that are within the expiration date.

You can only use the Grade and Potency preference if either the Potency Control or the Grade Control is activated for the item. This is done on the Plant Manufacturing Data form that is part of the Item Branch/Plant Information. You typically use this preference only if a customer requires a grade or potency range that differs from the standard ranges that are set up in the Item Branch/Plant Information.

You cannot specify both grade and potency for the same item. However, when you create the Grade and Potency preference, the system displays both the Grade and Potency fields. This display occurs regardless of the status of the Potency Control and Grade Control setting on the Plant Manufacturing Data form.

The system does not check the status of the activation settings in the Plant Manufacturing Data form when you create a Grade and Potency preference. Therefore, you will not be prevented from entering values into the From Grade, Thru Grade, From Potency, or Thru Potency fields. You could also enter data in both fields. In either case, the system will not apply preference information that conflicts with activation settings or data entry rules.

44.2.8.1 Example: Applying a Grade and Potency Preference for Grades

If a customer preference is set to accept grades A and B only, the system checks for product availability of those grades only. For example:

- Location 1 has 500 quantity available of Grade A stock.
- Location 2 has 1000 quantity available of Grade B stock.
- Location 3 has 2000 quantity available of Grade C stock.

Only Locations 1 and 2 have product available for this customer. The quantity available is 1500 because this customer does not accept grade C. The system performs availability checking using the values of the Grade and Potency fields. The system eliminates any grades or potencies that are not within the range.

44.2.8.2 Example: Applying a Grade and Potency Preference for Potency

When you set up a potency preference, you define the allowable percentage of active ingredients for an item. The From Potency field should contain a smaller percentage than the Thru Potency field. For example:

- From Potency: 60.000
- Thru Potency: 75.000

The system commits inventory for this customer and item combination only for lots when the potency is greater or equal to 60 percent and less than or equal to 75 percent.

What You Should Know About

Topic	Description
Sales order fields updated	When you place orders that meet the criteria of a Grade or Potency preference, the following fields are updated in the Sales Order Detail file: From Grade (SDFRGD) Thru Grade (SDTHGD) From Potency (SDFRMP) Thru Potency (SDTHMP) Days Before Expiration (SDEXDP)
Programs using the grade and potency preference	This preference is used in conjunction with the commitment preference and the commitment method to determine the availability of a given item. The following programs use the preference: ■ Sales Order Entry (P4211) ■ Transfer Order Entry (P4242) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

See Also:

- Section 37.5, "Defining Base Prices" for information on pricing by grade or potency.

44.2.9 Inventory Commitment Preference

Use the Inventory Commitment preference to:

- Specify that each order line be filled from one or more branch/plants based on customer/customer group or item/item group
- Specify the branch/plants from where you want products shipped
- Determine the percentage of the order to be filled from each branch/plant
- Specify the mode of transport and carrier information in the sales detail line

If you use this preference to specify the branch/plants from where you want products shipped, use the Sequence Number and Branch/Plant fields to control the product's Ship From location. You can then sequence the preferences to establish a priority order.

If you use this preference to determine the percentage of the order to be filled from each branch/plant, use preference sequences to establish an order. If you are unable to

fill the order from any branch, the system creates a backorder on the branch/plant with the lowest sequence number. Normally, only packaged products, not bulk products, are backordered.

The system applies this preference during sales order entry or when you hard-commit items. You can view the specified source branch/plant in the Branch/Plant field in the fold area of an order detail line. This preference also allows you to populate the route code, mode of transportation, and carrier number into the sales order.

44.2.9.1 Example: Inventory Commitment Preference

The Percent To Fill field provides you with the flexibility to fill an order line from one or more branch/plants. The Inventory Commitment preferences work in conjunction with the system's normal checking that is done for quantity available, and adds a check on all branches that are defined in the preference.

As each branch is checked, the order will be shipped from any one branch that can fill the entire order. Depending upon the number in the Percent To Fill field, a portion of the order line can be filled from one or more branch/plants.

Percent-To-Fill Value and Related System Actions

If the percent-to-fill value is zero percent, the system performs normal processing. The system performs no checking for the quantity on hand, and regardless of the quantity on hand, it is shipped to fill the order.

If the percent-to-fill value is between 1 and 99 percent, the system requires that any branch must be able to fill the percentage that is specified. If the branch can fulfill the percentage, the quantity available is shipped and the remainder is transferred to the next branch. The system checks each branch to determine if the quantity can be shipped.

If you specify a percent-to-fill value of 100 percent for each of several branch/plants, an order can only be filled from a single branch/plant that has sufficient quantity to fill the order. If no branch/plant has sufficient quantity to fill 100 percent of the order, the system will ship the available quantity from the first preference branch/plant and backorder the remainder.

If the percent to fill value is 100 percent, the system requires that the branch must be able to ship the entire quantity. This prevents shipping from multiple branches, but allows the system to check all branches to determine if the entire quantity can be shipped. If you specify a percent-to-fill value of 100% for each of several branch/plants, an order can only be filled from a single branch/plant that has sufficient quantity to fill the order. If no branch/plant has sufficient quantity to fill 100 percent of the order, the order is backordered or partially shipped from the first preference.

The following table shows an example of an order that is placed for a quantity of 500.

Branch/Plant: quantity available	Percent-to-fill as set up on preference	Minimum order quantity available	Result
Branch/Plant A: 100	50percent	200	Do not ship from this branch because the available branch/plant quantity is less than the minimum order quantity.

Branch/Plant: quantity available	Percent-to-fill as set up on preference	Minimum order quantity available	Result
Branch/Plant B: 400	80percent	400	Ship 400 from this branch.
Branch/Plant C: 96	95percent	95	Ship 96 from this branch because the available branch/plant quantity is at least 95% of the order balance of 100.

The system backorders the remaining quantity of 4 to Branch/Plant B.

Before You Begin

- Verify that the sales order entry preference options for inventory commitment are blank

Additional Information

When a sales order is entered, the first commitment preference branch that is actually used is defaulted into the detail line. If a branch is manually entered in the detail branch field on the sales order header and it is different from the header branch, the detail branch entered will default into every detail line. Since all the detail lines have effectively had their branch manually added, the inventory commitment preference will not change the detail branch on any of the order lines. Manually changing the branch sets the Preference Commitment Indicator (SDSO06) on the Sales Order Detail file (F4211). This flag is normally set to signify that an order line has been run through the inventory commitment preference process ensuring that it is only run once.

When an order quantity has been backordered, the quantity must remain at the branch since the order line cannot be run through the inventory commitment preference. However, when a future committed quantity is released, the order line may be run through the inventory commitment preference.

What You Should Know About

Topic	Description
Activating the Inventory Commitment preference	You must activate the Inventory Commitment preference through processing option 71 in the Sales Order Entry program (P4211).
Working with kits and configured items	The Inventory Commitment preference does not function with kits or configured items. For kits you can achieve this functionality by setting the desired branch/plant in the fold of the components in the bill of materials.

Topic	Description
Programs using the Inventory commitment preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Print Pick Slips (P42520) ■ Print Control Pick List (P42522) ■ Print Invoices and Invoices through the Subsystem (P42565) ■ Print Bill of Lading (P42530) ■ Batch Edit and Creation (P40211Z) ■ Batch Inventory Commitment and Commitment through the Subsystem (P42997)

44.2.10 Invoice Cycle Preference

You can set up customer billing schedules, such as weekly or monthly, that are based on customer and item combinations. For example, you might have a customer who receives weekly shipments but prefers to receive only one invoice at the end of each month.

By setting up an invoice cycle preference for a customer, you create an interim step between shipment confirmation and invoicing that the system uses to determine when to print invoices.

After you confirm the shipment of orders, the system processes them through the Schedule Invoice Cycle program. This program accesses the invoice cycle preference information and, using the Invoice Cycle Calculation Rule program, calculates the scheduled invoice date using the following information:

- Invoice cycle
- Invoice calculation rules
- Invoice date ranges

If the scheduled invoice date is prior to or equal to the system date, the system does not create any deferred entries. However, if the scheduled invoice date is later than the system date, the system creates deferred entries for COGS, revenue, and the unbilled accounts receivable during sales update. Then, during journal entry, these amounts are allocated into the appropriate accounts.

Example: Invoice Cycle Preference

In the following example, an item with a price of 100.00, a cost of 50.00, and an invoice cycle date that is later than the current date creates the following entries:

Account entries based on invoice cycle date:

- Deferred COGS = 50.00
- Unbilled accounts receivable = 100.00
- Inventory = (50.00)
- Deferred revenue = (100.00)

When you run sales update, the system creates offsetting entries for any entries that are deferred, as well as the usual journal entries for accounts receivable, COGS, and revenue:

Account entries created during sales update:

- Accounts receivable = 100.00
- Deferred revenue = 100.00
- COGS = 50.00
- Revenue = (100.00)
- Unbilled accounts receivable = (100.00)
- Deferred COGS = (50.00)

What You Should Know About

Topic	Description
Consolidating invoices	The Schedule Invoice Cycle program uses the Invoice Cycle preference to schedule the invoice date only. When you run the DREAM Writer for the Invoice Cycle program, the system uses the consolidated version. You must set the Invoice Consolidation flag in Customer Billing Instructions to Y (yes). Then, set up an invoice cycle preference to schedule invoicing according to the customer's requirements.

See Also:

- Chapter 30, "Work with Invoice Cycles" for complete information about setting up the Schedule Invoice Cycle.

44.2.11 Line of Business Preference

Use this preference to specify a customer's line of business, such as aviation. Line of business preferences can be set for customer and item combinations.

Your business can derive useful data for sales analysis when you define line of business preferences. You can write your own World Writer reports to produce reports by line of business. Price adjustments can be based on line of business using order detail groups.

This preference is applied during sales order entry and is used to update the Line of Business field (LOB) on the Sales Order Detail file (F4211). Unless you activate ECS this preference is the only way to update the Line of Business field.

What You Should Know About

Topic	Description
Programs using the Line of business preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

See Also:

- Setting Up Adjustment Definitions in the *JD Edwards World Advanced Pricing Guide*.

44.2.12 Next Order Status Preference

Use the Next Order Status preference to skip or insert processing steps after sales order entry. The processing flow is determined by the order activity rules. The Next Order Status preference overrides the next step in the order activity rules. You should only use this preference to change the steps after you enter an order.

For example, you might want to send an Electronic Data Interchange (EDI) order acknowledgement for a specific customer and item combination. For another customer, you might want to skip the trip maintenance and load confirmation steps defined in the order activity rules.

The order activity rules determine which steps you can skip. For example, to skip from Enter Sales Order (Status 520) to another status step, you must choose one of the Other Allowed status codes. You could not skip from Enter Sales Order to Cycle Billing (Status 580) because the order activity rules stipulate that the next status can only be 562 or 564.

Caution: During preference setup, the system does not prohibit you from entering invalid activity/status codes. However, during sales order processing, the system highlights fields on the sales order to indicate that you have entered an invalid activity/status code.

Before You Begin

- Determine the order activity rules and the steps that can be skipped in the process flow.
- Verify that the order activity rules and the Other Allowed status information are valid. The Other Allowed codes for order activity rules can vary by company. Anyone with authority to set up a Next Order Status preference should have the rules and information available.

44.2.13 Order Preparation Days Preference

You can set up information about the amount of time that it takes to prepare an order for shipping in the Order Preparations Days preference. This helps you to accurately determine the number of days that it takes to deliver your sales orders from the date that the customer places the order. The Order Days preference is most often used in conjunction with the Delivery Days Preference.

Order preparation days are the number of days that it takes to pick and pack the items on the sales order, prior to shipping. The system uses the priority code that you set up for your customer in the Customer Billing Instructions to determine the amount of preparation time. However, you can override the priority code for a single order on Order Detail Information during order entry.

When you enter an order, the system uses information in the Order Preparation Days preference and first attempts to obtain dates by back scheduling. Back scheduling involves calculating the pick, ship, and delivery dates for an order, starting with the delivery date and working backwards.

If the pick date is before the current date, the system forwards schedules starting with the order date to obtain pick, ship, and delivery dates.

This preference is applied during sales order entry when it enables the Promised Ship Date (PDDJ) on the order line to be automatically calculated.

44.2.13.1 Preference Detail Fields

The driver fields for this preference (Branch/Plant, Route Code, Mode of Transport, Carrier Number, and Priority Code) must match the sales order values or be blank to have the Order Preparation Days preference take effect. These fields default into the sales order detail from either the Inventory Commitment preference or the Customer Billing Instructions.

The Edit for Workday field determines whether and how to use the Workday Calendar.

44.2.14 Payment Terms Preference

Use the Payment Terms preference to identify payment terms and instruments for specific customer and item combinations. The system applies payment terms only at the item detail level. For any items that are not included in this preference, the system applies the payment terms from the customer master information at the order level. The preference defaults the Payment Terms (PTC) and/or the Payment Instrument (RYIN) into the Sales Order Detail file (F4211).

What You Should Know About

Topic	Description
Programs using the Payment Terms preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

44.2.15 Price Adjustment Schedule Preference

Use the Price Adjustment Schedule preference in conjunction with the Advanced Pricing system. You can use this preference to assign a different price adjustment schedule for items sold to a specific customer. You can also use this preference to create penalty schedules for agreements with business partners.

This preference overrides the default schedule from Customer Billing Instructions. The system applies this preference during sales order entry.

See Also:

- Setting Up Adjustment Definitions in the *JD Edwards World Advanced Pricing Guide*.

44.2.16 Pricing Unit of Measure Preference

Use the Pricing Unit of Measure preference for the following:

- To override the Pricing Unit of Measure field (UOM4) defaulted into sales detail line.

  The system completes the sales detail line based on information in the Item Master. You might use this preference when your company has negotiated a price with a customer in a specific unit of measure. You then need to set up pricing for the customer and item in that unit of measure and enter a Pricing Unit of Measure preference to ensure that the system automatically adds the pricing unit of

measure to the order. The pricing unit of measure can differ from the transaction unit of measure and can vary by branch/plant.

- To override the Sales Price Based On Date field (in system constants)

  The Sales Price Based On Date field determines how the system updates the Price Effective Date field in the sales order detail tables

- To calculate the Price at Ambient/Standard

  The system uses this flag at the time of delivery confirmation to re-extend the price using the standard or ambient temperature, depending on which value you choose.

Before You Begin

- Set the sales price retrieval unit of measure in system constants. See Section 49.3, "Defining System Constants."
- Confirm that a base price record exists for the pricing unit of measure to be entered in this preference.

What You Should Know About

Topic	Description
Programs using the Payment Terms preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

See Also:

- Section 37.5, "Defining Base Prices."

44.2.17 Print Messages Preference

Use the Print Messages preference to choose the messages you want to automatically print on documents for a particular customer and item combination. This preference provides several key fields to use in conjunction with the customer/item combination.

The system applies this preference when a document is printed, not during order entry. The Print Messages preference does not override any other messages you set up in Customer Billing Instructions and Item Branch/Plant information.

Unlike other preferences, the system applies print messages cumulatively. The system selects all messages that match the customer and item selection criteria and prints them on documents. Print messages are also cumulative for all levels in the preference hierarchy. For example, if you choose three hierarchy levels and set up multiple preferences at each hierarchy level, the system applies all print messages at all hierarchy levels that match the customer and item combination you enter on an order.

Note: Leaving any of the key fields blank indicates you want to specify all valid values for that field. For example, a blank in the Business Unit field causes the system to apply the Print Messages preference to all business units.

Before You Begin

- You must create print messages before you can use this preference

What You Should Know About

Topic	Description
Multiple messages	If your hierarchies are not mutually exclusive you may find that the same message prints multiple times.
Working with kits and configured items	The Print Messages preference does not function with kits or configured items.
Define print message preferences at the detail (item) level rather than the header (customer) level	You cannot enter a print message for a customer across all Items, but you can enter a print message for an item across all customers or for an Item/Customer combination. The Preference Hierarchy (P40073) program will prevent you entering invalid combinations. Print messages at the header level cause report totaling and page breaking problems.
Document types	The print messages setup defines which document types the preference print messages will print on.
Programs using the Print Messages preference	The following programs use this preference: ■ Work Order Print - Parts List (P31415) ■ Print Pick Slips (P42520) ■ Print Invoices (P42565) ■ Print Delivery Notes (P42535) ■ Online Invoice (P42230) ■ Summary Document - Move Slips (P46472)
Printing order for messages	The help instructions for each print program detail the order in which the print messages will print.

44.2.18 Product Allocation Preference

Use the Product Allocation preference to restrict the amount of an item or item group that a customer or customer group can purchase. For example, use this preference if the demand for a product exceeds the supply or if government regulations restrict limits for certain products.

You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold. The system checks for allocation limits before it checks availability. Product allocation indicates how product is distributed among customers. Product availability indicates how much of any product is at any branch/plant location.

Product allocations can be set up as either:

- A fixed number of item units
- A percentage of the available product

If the order quantity exceeds allocated quantity, a warning message appears when you enter a sales order. At that time, you can put the order on hold or reduce order quantity to the allowable or available quantity.

Each time you place an order for an allocated product, the quantity ordered during the effective date range accumulates toward the allocation limit. The system updates the Quantity Sold field each time you enter an order. This field shows the quantity that

was ordered at the time the allocation went into effect. When you change or cancel an order, the system subtracts the quantity from the running total. The system applies the product allocation preference before checking availability.

> **Caution:** You should disable the Quantity From and Quantity Thru fields on Preference Master for the Product Allocation preference. This enables the system to automatically perform unit of measure conversions for this preference.

When you enter an order that exceeds the Product Allocation preference information, you can access the Product Allocation Information window to adjust the information.

Before You Begin

- You must identify the product allocation hold code in the sales order entry processing options if both of the following apply:
  - You create Product Allocation preferences
  - You want to place orders on hold if a customer's order exceeds their allocation

What You Should Know About

Topic	Description
Working with kits and configured items	The Product Allocation preference does not function for kits and configured items.
Setting the allocation method	If you choose Allocation Method 1, enter the Quantity Limit and leave Percentage of Pool and Quantity Pool Size fields blank. If you choose Allocation Method 2, enter the Percentage of Pool and Quantity Pool Size fields. The system will then automatically calculate the Quantity Limit.
Quantity sold and balance calculations	The balance column on the Product Allocation inquiry form updates with the quantity available to purchase if one of the following apply: ■ Allocation Method 1 is used. ■ Allocation Method 2 is used with the amount remaining in the Quantity Pool. If you place an order on hold because it exceeds the allocated amount, the balance will show as a negative amount for either Allocation Method 1 or 2.

Topic	Description
Quantity limit exceeded in order entry	When the quantity limit is exceeded during Sales Order Entry (P4211), the item will be highlighted and a warning message is issued. Press F7 to display the warning and option 2 (referenced program) will bring up the Allocation Information window. This window shows the Item Number, Line Number, Quantity Balance, Quantity Ordered, Quantity over the limit the order will cause, Quantity Limit and Quantity Sold. You have a choice of two options: ■ Option 1 - Return Balance and cancel remaining ■ Option 2 - Return Order Quantity
Processing options on Sales Order Entry	Processing option 28 on P4211 is where you set the specific hold code to be used for product allocation holds.
Programs using the Product Allocation preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Batch Edit and Creation (P40211Z)

See Also:

- Section 53.2, "Defining Order Hold Codes."

44.2.19 Quality Management Preference

Use a Quality Management preference to either request or require that a test be run and certain quality standards be met for a particular customer and item combination.

The system applies the preference when confirming a bulk load by trip. If a test is requested or required, you can either exit to On Vehicle Sampling/Quality or return to the menu to enter test results.

Before You Begin

- Set up test specifications, which require the system to run a test or set a quality standard. See Set Up the Vehicle Master in the *JD Edwards World Load and Delivery Management Guide*.

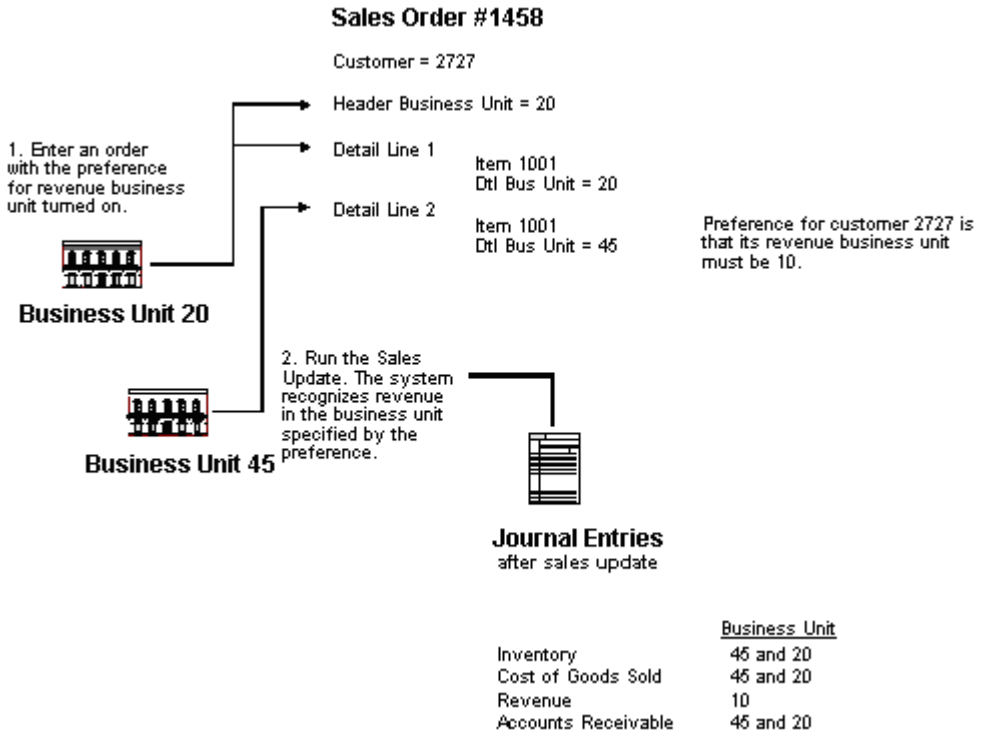
See Also:

- Confirming a Bulk Load by Trip in the *JD Edwards World Load and Delivery Management Guide*.

44.2.20 Revenue Cost Center Preference

Use the Revenue Cost Center preference to recognize revenue for a business unit that is different from the central business unit. This preference allows you to override the default accounting branch/plant cost center from the Branch/Plant or Detail Branch/Plant fields. The Revenue Cost Center preference does not apply to interbranch sales.

Figure 44–7 Revenue Cost Center Preference Process



Additionally, you can use this preference for a salesperson that might be located at the revenue business unit that is associated with the preference.

Example: Revenue Cost Center Preference

This example summarizes how to set up the Revenue Cost Center preference to ship items from multiple sites while posting revenue to a single site.

1. Create a Southwest customer group for an item.
2. Set up a Revenue Business Unit preference.
3. Set the preference hierarchy for the Revenue Business Unit preference at the intersection of Ship to Customer Group and Item Number.
4. In the Business Unit field on the Revenue Business Unit form, enter a branch/plant.
5. In the Revenue Business Unit field on the Revenue Business Unit form, enter a different branch/plant than you entered in the Business Unit field.

Before You Begin

- Set the Update Customer Sales processing option to blank or 3 to specify the revenue business unit.

What You Should Know About

Topic	Description
Sales Update (P42800)	Sales Update (P42800) will accommodate this Revenue Cost Center preference processing. For the revenue journal entry to reflect the Revenue Cost Center specified in the preference, the following setup must exist: ■ Processing option 5 in Sales Update must be blank or '3' ■ AAI 4230 must have a blank Cost Center ■ The subsequent Cost Center ('Project Number' in Revise Single Business Unit, P0006) for the preference business unit must be blank
Non stock items	The Revenue Cost Center preference does not work for sales lines with non stock items.
Header Business Unit field (EMCU) in F4211	During Sales Order Entry (P4211) the preference value is populated into EMCU on the Sales Order Detail line.
Programs using the Revenue Cost Center preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

44.2.21 Sales Commission Preference

Use the Sales Commission preference to set up sales personnel and commission rates based on customer and item combinations. Line of Business and Branch/Plant are additional search fields for this preference. You can assign different commission preferences for various customer and item combinations based on the line of business and branch/plant values.

The system normally provides default values from Customer Billing Instructions for the sales commission fields in the sales order header. If the billing instructions Rate fields are blank for the Commission Royalty Information, the system can provide default values for the commission rate. Normally, the system provides default values for each line on the sales order. The preference overrides the header information at the line level.

Before You Begin

- You must set up all salespeople in the address book and on the Commission/Royalty Information form before you can enter them on a preference. See Chapter 54, "Set Up Commission Information."

44.2.22 User Defined Price Code Preferences

Use the User Defined Price Code preferences to define your own codes and use them for your unique pricing needs.

Price codes can be used in the Advanced Pricing system to define price adjustments. They can also be used for your reporting requirements.

For example, you might use a price code for temporary pricing. You define a price code to identify order lines that need to be repriced when commodity prices are published for a specific period. If you don't want the price code to be manually changed during order entry, use the Price Code 3 preference.

See Also:

- Section 37.5, "Defining Base Prices."

What You Should Know About

Topic	Description
Sales Order Detail File (F4211)	This preference is used to default the price codes into the Sales Order Detail file. When the preference is used the Price Code 1 (UPC1), Price Code 2 (UPC2) and Price Code 3 (UPC3) fields will be updated onto the Sales Order Detail file depending upon which preference was employed.
Programs using the User Defined Code Pricing preferences	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

44.2.23 End Use Preference

The End Use preference is used to default the end use and/or duty status fields into the Sales Order Detail (F4211) file. It can be used as a reporting code or as a parameter for pricing adjustments. The End Use (EUSE) and/or Duty Status (DTYS) fields will be updated on the Sales Order Detail file.

What You Should Know About

Topic	Description
Programs using the End Use preference	The following programs use this preference: ■ Sales Order Entry (P4211) ■ Direct Ship Order Entry (P4243) ■ Batch Edit and Creation (P40211Z) ■ Preference Batch Processing (P40840)

45

Work with Preferences

This chapter contains these topics:

- Section 45.1, "Activating Preferences,"
- Section 45.2, "Running Preferences in Batch,"
- Section 45.3, "Locating Preferences."

You can activate each preference to use during order processing. With interactive processing, you activate each preference within a Preference Processing version. This version contains a list on which you activate or deactivate each preference for processing by the system.

You can use batch processing of preferences as an alternative to interactive processing during sales order entry. You can run preference batch processing after you have entered orders. Batch processing preferences can speed sales order entry because the system does not have to search for and apply each preference as you enter each order.

You can locate a specific preference to view how the preference has been defined. You can also locate preferences to determine if preferences exist for a customer and item combination before creating a new preference.

45.1 Activating Preferences

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Preference Selection

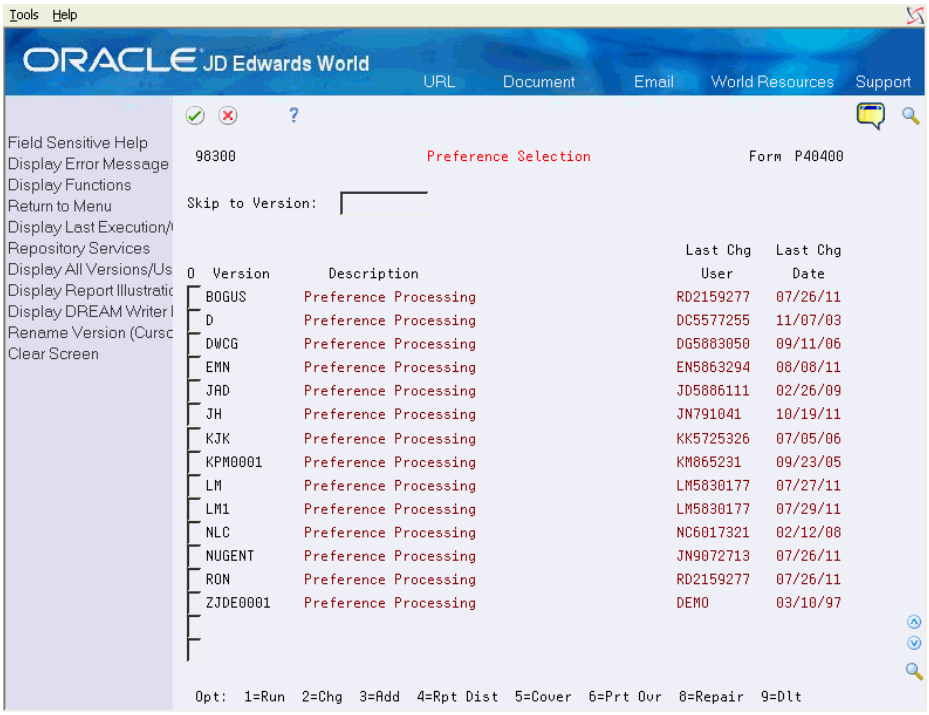
You must activate each preference that you want the system to use during processing. Preferences are activated within a version for the Preference Selection program. The prompts contain a list on which you activate or deactivate each preference for processing by the system.

You must set the processing options for Preference Profile Processing for all of the versions of order entry programs to which you want to apply preferences.

To activate preferences

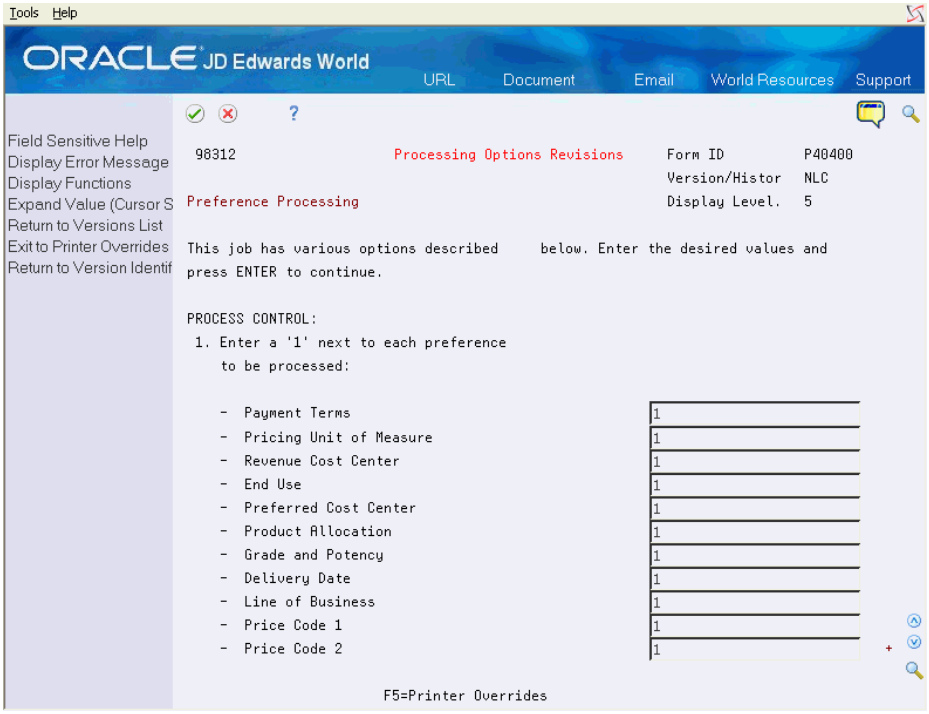
On Preference Selection

Figure 45–1 Preference Selection screen



1. Choose the option to change the Preference Processing version that you want to use.
2. To display the Processing Options Revisions form, choose Processing Option value(s).

Figure 45–2 Processing Options Revisions screen



3. On Processing Options Revisions, choose each of the preferences you want to activate.

A variety of programs have the facility to activate and call a version of Preference Profiles (P40400) via the processing options. The most common program to use preferences is the Sales Order Entry program (P4211). The relevant processing options are:

- Option 58 where you define the version of Preference Processing (P40400) that is to be called.
- Option 73 determines whether preference profile defaults are to be used.
- Option 74 determines whether to use the Inventory Commitment preference to source from multiple branches or to view grade or potent items in the commitment window.

45.1.1 What You Should Know About

Topic	Description
Preference status	To determine whether a preference is active, see the Preference Status field on the preference inquiry or revision forms that are specific to the preference you are reviewing.
Restrictions for batch processing	You cannot use batch processing for the Inventory Commitment, Product Allocation or Delivery Date preference.
Using processing options with preferences	The processing options that you choose affect the values that the system uses to process the batch.
Overriding preferences	Values that you enter manually on the sales order line item override preference values.
Overriding default values	Preference values override default values that the system uses from the Item Master, Item Branch/Plant Information, Customer Master Information, or data dictionary tables.
Deactivating preferences	If you do not activate preferences in the sales order program or in the preference profile program, the system uses normal default values.
Running preferences multiple times	Once preferences have been run from the Sales Order Detail program they can only be run again via Preference Batch Processing (P40840).

Note: The Print Messages, Cycle Billing, and Inventory Commitment preferences do not require Preference Selection. See Chapter 44, "Set Up Preferences" for more information and Work with Invoice Cycles for specific details on cycle billing.

45.2 Running Preferences in Batch

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Batch Processing

You can use batch processing of preferences as an alternative to interactive processing during sales order entry.

You can run preference batch processing after you have entered orders. Processing preferences in batch will update the sales order files with preference values and will speed sales order entry because the system does not search for and apply each preference as you enter an order.

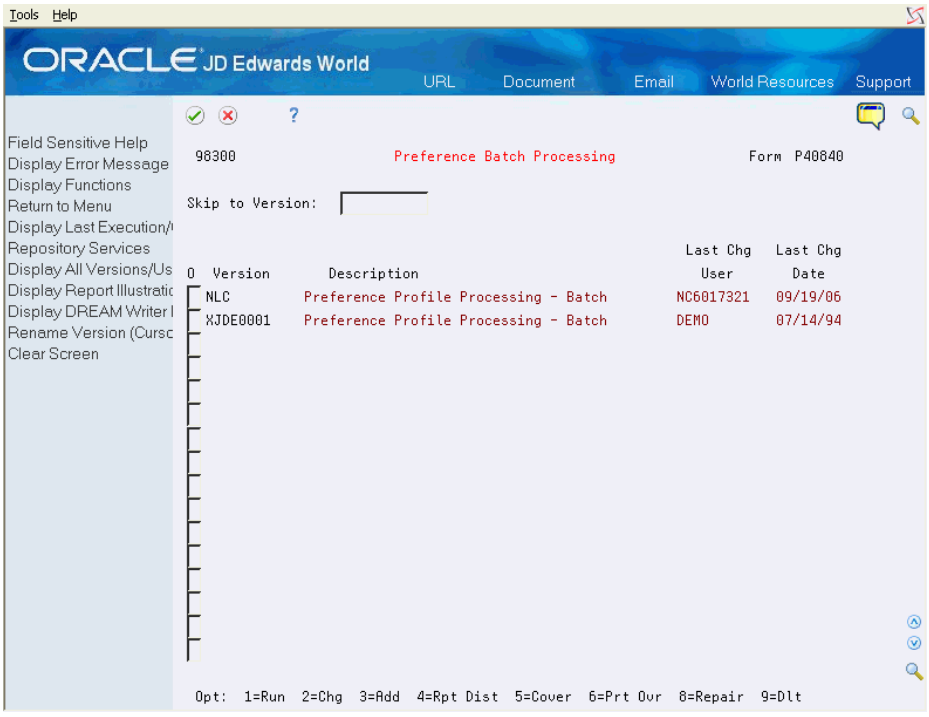
45.2.1 Before You Begin

- Create preferences by entering standard and specific information
- Enter sales orders for the customers and item combinations that you defined when creating preferences

To run preferences in batch

On Preference Batch Processing

Figure 45–3 Preference Batch Processing screen



Choose the option to run the Preference Batch Processing version you want to use.

45.2.2 Processing Options

See Section 69.1, "Preference Batch Processing (P40840)."

45.3 Locating Preferences

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Preference Profiles

You can locate a specific preference to view how the preference has been defined. You can also locate preferences to determine if preferences exist for a customer and item combination before creating a new preference.

> **Note:** If preferences already exist for the customer and item combination, you should determine the strategy of their use before creating another preference that might conflict with existing preferences.

To locate preferences

On Preference Profiles

1. Choose the preference that you want to locate.
2. Access the Preference Inquiry form.
3. Complete one of the following fields or leave both fields blank to locate a preference that applies to all customers:
   - Customer Number
   - Customer Group
4. Complete one of the following fields or leave both fields blank to locate a preference that applies to all items:
   - Item Number
   - Item Group
5. Choose the preference with which you want to work.

Part IX

System Setup

This part contains these chapters:

- Chapter 46, "Overview to System Setup,"
- Chapter 47, "Define Related Addresses,"
- Chapter 48, "Set Up Customer Billing Instructions,"
- Chapter 49, "Set Up Constants,"
- Chapter 50, "Set Up Order Line Types,"
- Chapter 51, "Set Up Order Activity Rules,"
- Chapter 52, "Set Up Order Templates,"
- Chapter 53, "Set Up Order Hold Information,"
- Chapter 54, "Set Up Commission Information,"
- Chapter 55, "Set Up Branch Sales Markups,"
- Chapter 56, "Set Up the Work Day Calendar,"
- Chapter 57, "Set Up Freight Information,"
- Chapter 58, "Set Up Automatic Accounting Instructions,"
- Chapter 59, "Define Flexible Account Numbers."

46

Overview to System Setup

This chapter contains these topics:

- Section 46.1, "Objectives,"
- Section 46.2, "Overview."

46.1 Objectives

- To understand how to set up the features and functions that allow you to process sales order information

46.2 Overview

Before you use the Sales Order Management system, you need to define certain information that the system will use during processing. You use this information to customize the system for your business needs. For example, you might want to set up default customer information to simplify the order entry process and avoid repetition.

System setup includes the following tasks:

- Define related addresses
- Set up customer billing instructions
- Set up constants
- Set up order line types
- Set up order activity rules
- Set up order templates
- Set up order hold information
- Set up commission information
- Set up branch sales markups
- Set up workday calendar
- Set up freight information
- Set up automatic accounting instructions
- Define flexible account numbers

The following describes the information that you must set up for this system.

Information	Description
Related addresses	You must specify the address to which you send the invoice and shipment. These two addresses can be different. You can also designate related addresses or a parent address for a customer. For example, you might send all invoices to a parent address and send all shipments to subsidiary addresses.
Customer billing instructions	You can set up customer information that the system uses as default order, shipping, billing, and freight information. The system retrieves this information every time you enter an order for a customer.
Constants	Constants provide the system with the following types of default information: ■ System constants determine which functions to perform. ■ Batch control constants determine whether an application requires management approval and batch control. ■ Branch/plant constants control day-to-day transactions within a branch/plant. ■ Location format determines how you identify item storage locations in a branch/plant. ■ Item availability defines how the system calculates the number of items that each branch/plant contains. ■ Pricing Information Defaults for Units of Measure and Dates. Ship Ascending Date Rule Information which indicates whether the system applies the ship ascending date rule by customer and by item. When chosen, the system applies the ship ascending date rule during the sales order entry, pick slip/commitment processing, and ship confirmation processes. When it applies the rule, the system sorts shipping customers lots in ascending order by expiration date, sell by date, or best before date.
Order line types	You can define codes that determine how the system processes a detail line in an order.
Order activity rules	You can establish the sequence of steps to process an order.
Order templates	You create and assign order templates to speed up the order entry process. A template contains information about frequently ordered items.
Order hold information	You can set up the information that the system uses to place sales orders on hold.
Commission information	You can set up commission information for a specific salesperson or a group of salespeople.
Branch sales markups	You can define the additional costs that are associated with interbranch sales orders.
Work Day calendars	You can set up a calendar for a depot in which you record the days that the depot is closed, such as weekends, holidays, or planned shutdowns.
Freight information	You can establish standard freight rates by associating each rate with a zone, commodity class, rate code, and carrier.

Information	Description
Automatic accounting instructions (AAIs)	AAIs provide the Sales Order Management system with accounting information and general ledger relationships that are needed to interact with the General Accounting system.
Flexible account numbers	You use flexible sales accounting for account numbers that use the standard JD Edwards World format, which is business.unit.subsidiary. The flexible format lets you customize each segment of the account number.

The following describes the information that you must set up in other systems, including the Inventory Management system, the Technical Foundation system, and the General Accounting system:

Information	Description
Warehouse locations	Warehouse locations group items in branch/plants.
Messages	Messages display depending on which programs you specify and which messages you determine should print.
Default location and printers	Default location and printer settings provide the system with branch/plant, printer output queue, and approval route code information to use as default settings.
Next numbers	Next numbers allows the system to automatically assign the next available number for document types and address book numbers when applicable.
Standard Units of Measure	The system applies the standard units of measure to all items across all branch/plants.
User Defined Codes	You can set up user defined codes to customize each system in your environment.
Item cross-references	Item cross-reference numbers allow the system to connect internal and external items.

See Also:

- Setting Up Warehouse Locations in the *JD Edwards World Inventory Management Guide*,
- Setting Up Work Day Calendars in the *JD Edwards World Load and Delivery Management Guide*,
- Setting Up Messages in the *JD Edwards World Inventory Management Guide*,
- Defining Default Locations for Printers in the *JD Edwards World Equipment/Plant Maintenance Guide*,
- Setting Up Next Numbers in the *JD Edwards World General Accounting I Guide*,
- Defining Standard Units of Measure in the *JD Edwards World Inventory Management Guide*,
- Work with User Defined Codes in the *JD Edwards World Technical Foundation Guide*,
- Setting Up Item Cross-References in the *JD Edwards World Inventory Management Guide*,
- Setting Language-Specific Screens or Reports in the *JD Edwards World Technical Foundation Guide*.

47

Define Related Addresses

This chapter contains these topics:

- Section 47.1, "Entering Related Addresses,"
- Section 47.2, "Defining the Invoicing Address,"
- Section 47.3, "Defining Default Address Types."

When you create a sales order, you must specify the address to which you send the invoice (Sold To address) and the address to which you send the shipment (Ship To address). These two addresses can be different.

You can simplify the process of entering more than one address for a sales order by defining default addresses for each customer. For a given Ship To address, you can define a related Sold To address. For a Sold To address, you can define a related Ship To address. When you enter either address in a sales order, the system automatically fills in the other.

You can also designate other related addresses or a parent address for a customer. For example, a customer might have a Parent address to which you send all invoices and multiple subsidiary addresses to which you send shipments.

Before You Begin

- Verify that the customer address and all related addresses have been entered in the Address Book table (F0101). See Entering Address Book Information in the *JD Edwards World Address Book and Electronic Mail Guide*.
- Verify that the customer has been set up in the Customer Master table (F0301). See Enter Customers in the *JD Edwards World Accounts Receivable Guide*.

47.1 Entering Related Addresses

Navigation

From Sales Order Management (G42), choose Customer Revisions

From Customer Revisions (G4221), choose Address Book Revisions

The Address Book table allows you to maintain information about all the companies and people with whom you do business. For each customer, you must define all related addresses - Ship To, Sold To, and Parent - in the Address Book.

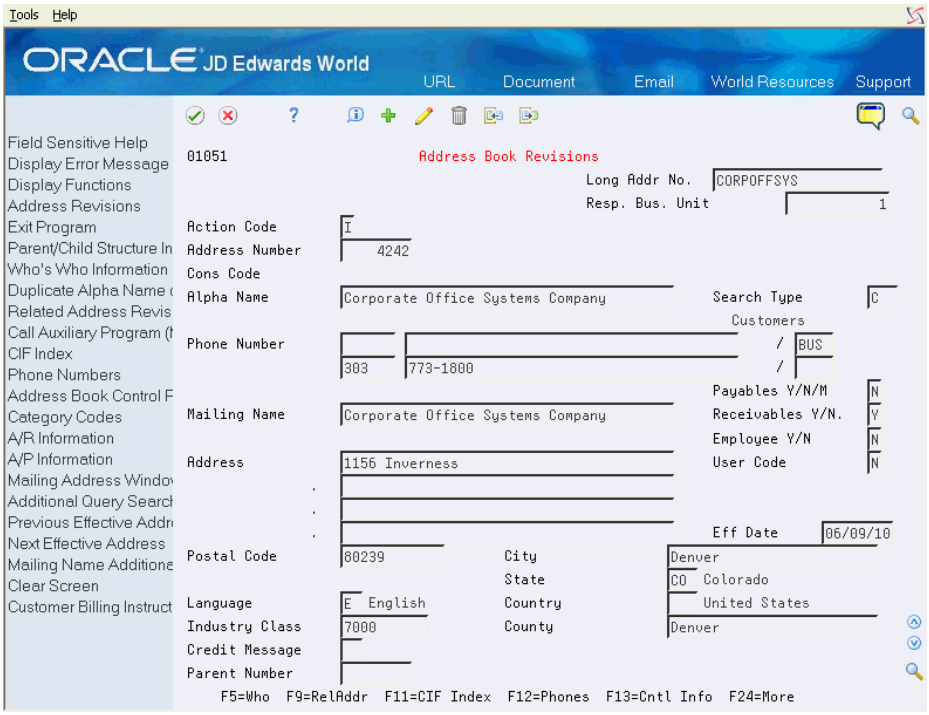
JD Edwards World uses Parent/Child relationships to link addresses and designate how they are related.

For example, a customer, could have a number of affiliated stores each of which would have its own address number.

To enter related addresses

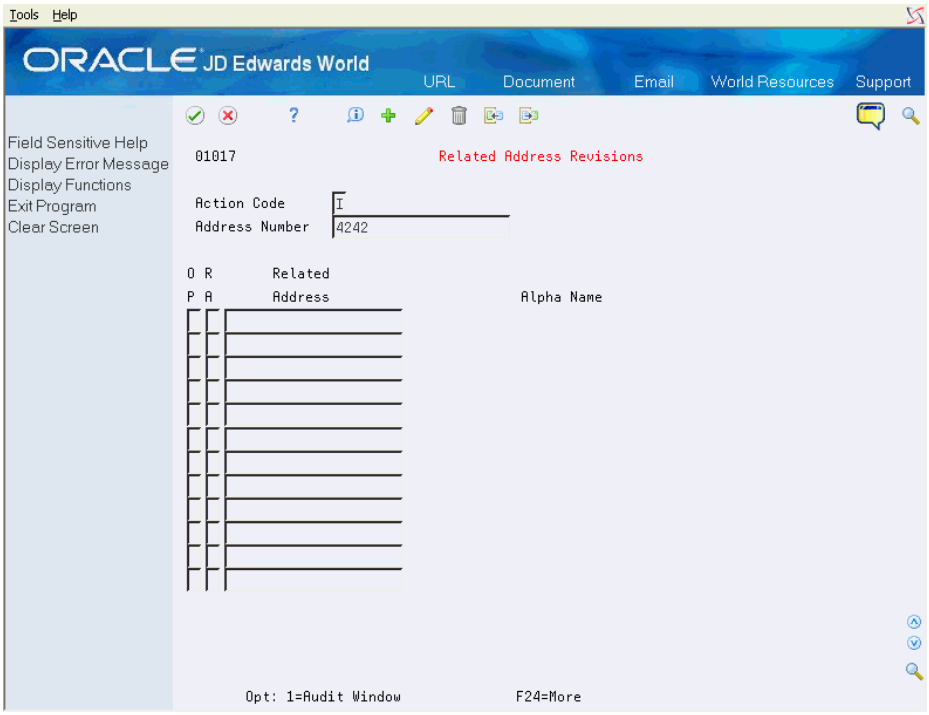
On Address Book Revisions

Figure 47–1 Address Book Revisions screen



1. Complete the following field to access the record for a specific customer:
   - Address Number
2. Access Related Address Revisions. (F9)

Figure 47–2 Related Address Revisions screen



3. On Related Address Revisions, complete the following fields:
   - RA (Related Address Code)
   - Related Address
4. Use the Add action and press Enter.

47.1.1 What You Should Know About

Topic	Description
Related Address Code	The type of related address is determined by the Related Address Code which is setup in user defined code table 01/RA. There are five codes that are hard-coded with a predefined usage and they are not permitted to be entered in Related Address Revisions. They are: blank – The Address Number itself C – The Address Number itself P – Parent Number N – No Print 5 – Special/Factor Payee
Assigning Related Addresses	The related addresses in the Address Book Master file (F0101) relate to the Related Address Codes 1 - 6. There is no need to enter related addresses that are equal to the main address. You will receive an error if you attempt to do this. The Related Address must be a valid address number set up in the Address Book Master file (F0101).

Topic	Description
Reporting	If the sold to is the Parent and the ship to is the Child, you can not run financial reporting on the Child rather than the parent

See Also:

- Work with Address Revisions in the *JD Edwards World Address Book and Electronic Mail Guide*.

47.2 Defining the Invoicing Address

Navigation

From Sales Order Management (G42), choose Customer Revisions

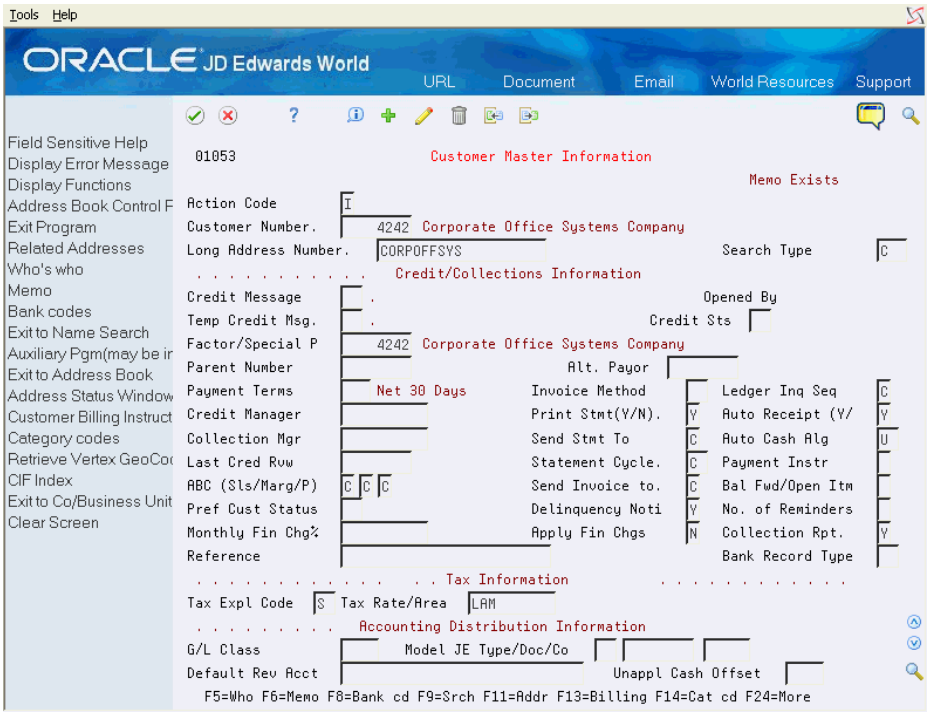
From Customer Revisions (G4221), choose Customer Master Information

After you enter related addresses in the address book, you must define the address to which you will send all invoices. You must also enter the Parent address here, if you have entered it in the address book.

To define the invoicing address

On Customer Master Information

Figure 47–3 Customer Master Information screen



1. Complete one or more of the following fields:
   - Parent Number
   - Invoice Method
   - Print Statement

- Send Invoice to
- Send Statement to
- Use the Add action and press Enter.

Field	Explanation
Print Stmt (Y/N)	A code that indicates whether the system prints invoices and statements for the customer. Valid codes are: Y – Yes, print invoices and statements N – No, do not print invoices and statements *Form-specific information* If you enter N, you cannot attach a draft to a statement. You do not need to print drafts when they are pre-authorized.
Invoice Method	A user defined code (03/IM) that provides information on how the customer would like to be invoiced. Examples would be e-mail, fax, EDI, parcel post etc.
Send Invoice to	A code that identifies the address where accounts receivable invoices are sent. Examples: C – Customer P – Parent 1 – 1st Address Number 2 – 2nd Address Number 3 – 3rd Address Number 4 – 4th Address Number 5 – 5th Address Number 6 – 6th Address Number (Factor/Special Payee)
Send Stmt To	A code that indicates the address to which A/R statements, payment reminders, and delinquency mailers are sent. Examples: C – Customer P – Parent 1 – 1st Address Number 2 – 2nd Address Number 3 – 3rd Address Number 4 – 4th Address Number 5 – 5th Address Number 6 – 6th Address Number (Special Factor/Payee)

47.3 Defining Default Address Types

Navigation

From Sales Order Management (G42), choose Customer Revisions

From Customer Revisions (G4221), choose Customer Billing Instructions

You can simplify the process of entering more than one address for a sales order by defining default address information. You can define which of the following address types the system uses as the default for a customer:

- Sold To address only (Billing Address Type B)

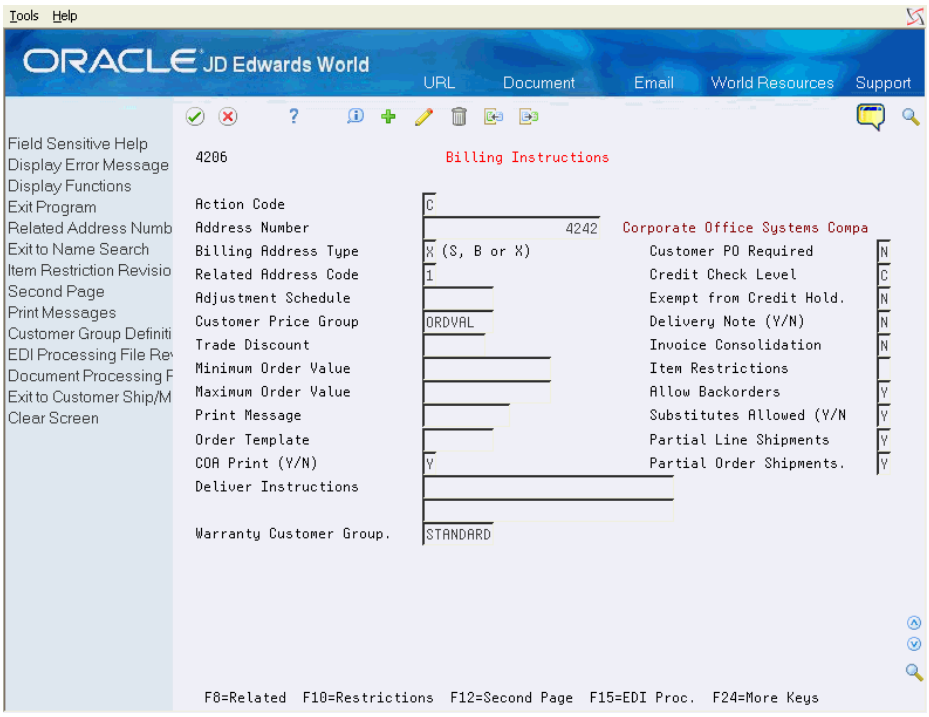
- Ship To address only (Billing Address Type S)
- Sold To and Ship To address (Billing Address Type X)

You can also define a related address in the customer billing instructions. This is the same as the related address you entered in the address book.

To define default address types

On Customer Billing Instructions

Figure 47–4 Customer Billing Instructions screen



1. Complete the following fields:
   - Billing Address Type
   - Related - Address Number
2. Use the Add action and press Enter.

Field	Explanation
Related - Address No	Use this field to relate a ship-to address to a sold-to address or vice versa. For example, if you enter only a ship-to address in sales order entry, it uses this field to determine which address number to select from the list of related address numbers which is then defaulted to the order's blank Sold To field.

Field	Explanation
Billing Address Type	Code that tells the system to use this address as a Sold To address, a Ship To address, or both. Valid codes are: X – Indicates a bill to and a ship to address S – Indicates a ship to address only B – Indicates a bill to address only *Form-specific information* When you enter an order for a Ship To customer, the Related Sold To customer defaults into the Sold To field of the sales order entry screen. If you enter the Sold To address, the related Ship To address will default.

48

Set Up Customer Billing Instructions

Before you process sales orders, you must set up default customer information in the customer billing instructions.

This chapter contains these topics:

- Section 48.1, "Setting Up Customer Billing Instructions,"
- Section 48.2, "Sales Order Information from Customer Billing Instructions."

48.1 Setting Up Customer Billing Instructions

Setting up customer billing instructions includes the following tasks:

- To enter order processing information
- To enter shipping information
- To enter freight information
- To enter commission information
- To enter billing information

For example, if a customer wants you to bill the parent company for items that are shipped to several branch offices, you can specify this information in the customer billing instructions. The system retrieves this default information every time that you enter an order for this customer.

As an alternative to entering data manually, you can use the following Z File programs to import an extensive amount of customer data into your system.

- Billing Instructions Revisions - Page 1 (P4206Z)
- Billing Instructions Revisions - Page 2 (P42061Z)
- Billing Instructions Rev for Co/BU Defaults - Z-File (P42063Z)
- Billing Instructions Rev for Co/BU Defaults - Z-File (P420631Z)

See Appendix B, "Import Mass Data into Sales Order" for more information.

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Customer Billing Instructions

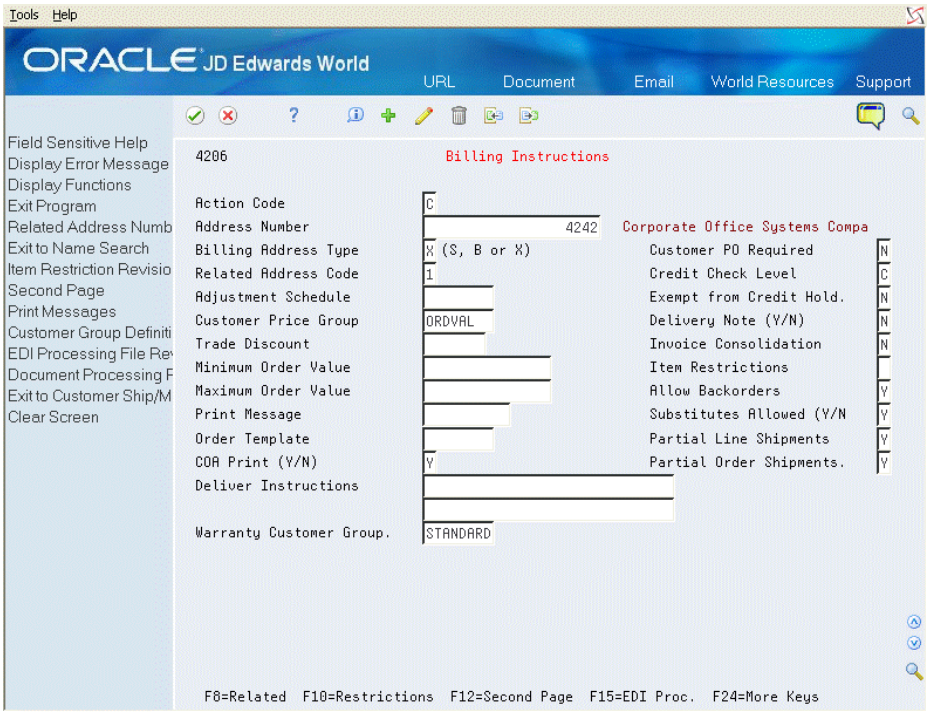
48.1.1 Before You Begin

- Verify that address book records exist for your customers

To enter order processing information

On Customer Billing Instructions

Figure 48–1 Customer Billing Instructions screen



1. Complete the following fields:
   - Address Number
   - Customer PO Required
   - Credit Check Level
   - Exempt from Credit Hold
   - Customer Price Group
   - Item Restrictions
   - Trade Discount
   - Minimum Order Value
   - Maximum Order Value
   - Allow Backorders
   - Allowed Substitutes
   - Print Message
   - Order Template
2. Use the Add action and press Enter.

Field	Explanation
Exempt from Credit Hold	Code indicating if the customer is exempt from credit checking in the Sales Order Processing cycle. Valid codes are: Y – Sales order entry should not check the customer's credit. N – This customer is not exempt from credit checking. If credit checking is activated through the Sales Order Entry processing options and the customer goes over the limit, the order will be put on hold. (You set up a credit limit for the customer in the address book).
Credit Check Level	A code that controls the way the system conducts credit checking. Codes are: P – Credit check based on the customer's parent number (P for Parent) C – Credit check against the customer number only S – Credit check against the customer number only If you use method P, the system compares the open accounts receivable and open sales orders for the sum of the children and the parent against the credit limit for the parent number. Use this, for example, when a customer with multiple offices or branches, each of which order from you, asks that all credit checking be reflected in a single account. **Note:** Even though credit checking can be conducted at the parent or customer number level, all accounts receivable will be posted to the customer number (SDAN8) during Sales Update (P42800).
Customer PO Required	This field is used to indicate if the Customer Purchase Order Number field is required to be entered for the customer. This field is edited during Sales Order Entry.
Customer Price Group	A user defined code (system 40, type PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.
Trade Discount	Percentage by which the system reduces the price of each item. This is the only discount that will be applied. You can override it if you enter a price. Enter the percentage as a whole number (that is, 5 for 5%).
Minimum Order Value	Value below which an order is placed on hold. This process is activated by a processing option in Sales Order Entry. If you try to enter an order whose total is less than the minimum order value, the system displays an error message. This field is maintained as an integer without decimals.
Maximum Order Value	Value above which an order is placed on hold. This process is activated by a processing option in Sales Order Entry. If you try to enter an order whose total is more than the maximum order value, the system displays an error message. This field is maintained as an integer without decimals.
Print Message	A user defined code (system 40/type PM) that represents a predefined message set up on Print Message Revisions. You can print the message on sales orders, purchase orders, and so forth.

Field	Explanation
Item Restrictions	A code that designates whether restrictions have been placed on the sale of items to this customer. Valid codes are: Blank – No restrictions. I – A customer can be sold only those items set up on the Item Restrictions screen. E – A customer cannot be sold the items set up on the Item Restrictions screen.
Allow Backorders	A code that indicates whether you allow backorders for this item. You can allow backorders by item (through Item Master or Item Branch/Plant), or by customer (through Billing Instructions). Y – Yes, allow backorders for this item. N – No, do not allow backorders for this item, regardless of the backorders code assigned to the customer. **Note:** The system does not use this information if you have set the option on Branch/Plant Constants to indicate that you do not allow backorders in your operating environment.
Substitutes Allowed (Y/N)	Code associated with each customer specifying whether that customer will accept substitute items. Enter N to disallow or Y to allow substitutions. The system will interpret a blank value as a Y. *Form-specific information* If you enter Y here and activate the substitution processing option for sales order entry, the system displays a list of defined substitute items when there is not enough of an item to fill a sales order for that customer.
Order Template	A list of items that you frequently order. The items are often grouped based on the product type, such as fuels, lubricants, packaged goods and so forth.

48.1.2 What You Should Know About

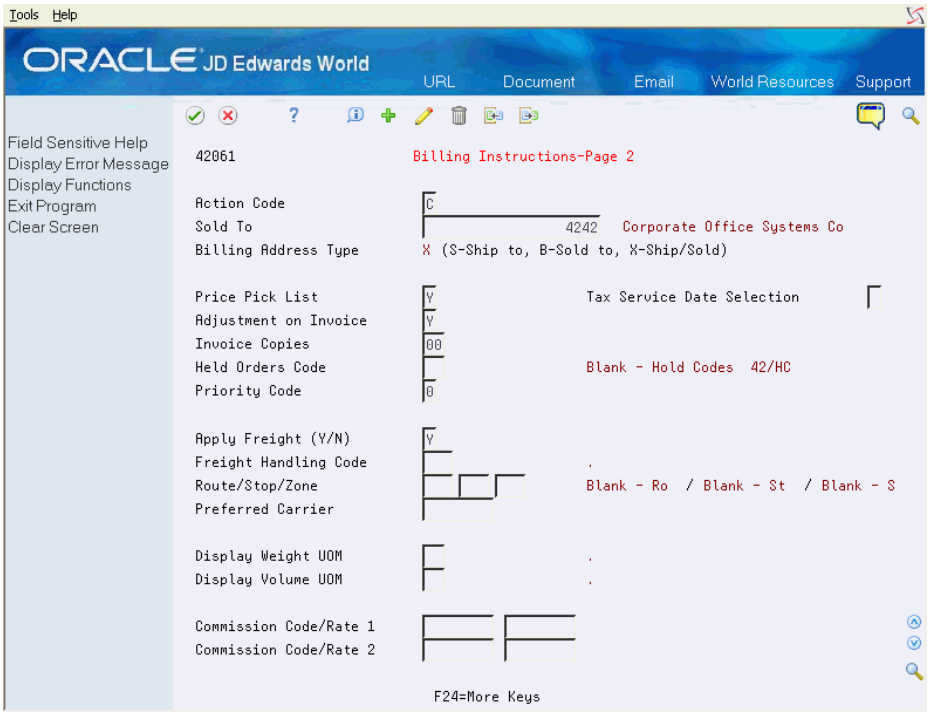
Topic	Description
Restricting items from a sale	If you specify items in customer billing instructions, you can list any items that are not to be shipped to a customer in Item Restrictions Revisions. If you specify items to include in Item Restrictions Revisions, you can limit your customer's orders to the items that are listed in Item Restrictions Revisions. **Note:** ■ Item Restrictions that work in the sales programs include: Page Mode, Line Mode, Quotes, Direct Ship, Credit Orders, and Credit Orders from History. ■ Item Restrictions does not work in the sales programs Transfer Orders and Recurring / Batch Order Entry. ■ Item Restrictions was not intended for Non-stock. Only order line types with an Inventory Interface of Y, or D will work with Item Restrictions. ■ Item Restrictions are not document specific. ■ Item Restrictions can not use Classification Codes. ■ Item Restrictions are listed in order of the short ID number. ■ If the system errors on a restricted item at order entry, use option 8 to bypass writing a record to the Sales Order Detail file (F4211). ■ Item Restrictions can not be done by Lot number. ■ Item Restrictions information is held in the Order Processing Cross Reference file (F4013).

To enter shipping information

On Customer Billing Instructions

1. Complete the following fields:
   - Address Number
   - Delivery Note (Y/N)
   - Partial Line Shipment
   - Partial Order Shipments
   - Delivery Instructions
2. Access Billing Instructions - Page 2.

Figure 48–2 Billing Instructions - Page 2 screen



3. On Billing Instructions - Page 2, complete the following fields:
   - Held Orders Code
   - Priority Code
   - Display Weight UOM
   - Display Volume UOM

Field	Explanation
Delivery Note (Y/N)	Code that indicates whether the system prints delivery notes for this customer. Valid codes are: Y – The customer's order can produce delivery notes. N – The system will not generate delivery notes for the customer. If you leave this field blank, the system uses N.
Partial Line Shipments	Code that indicates whether the customer requires the entire line be shipped at one time or whether the customer will accept multiple partial shipments instead. Valid codes are Y (yes), which is the default, and N (no). *Form-specific information* This field is used in conjunction with the Allow Backorders field. Backorders must be allowed before the system will make partial shipments to a customer.

Field	Explanation
Partial Order Shipments	Code that indicates if the customer requires that the entire order be shipped at one time or if the customer will accept multiple partial shipments instead. **Note:** This feature is only activated when adding orders in Sales Order Entry with availability checking on since Sales Order Entry is the only time that all lines can be grouped together as an order. Availability checking performed at Pick Slips or Shipment Confirmation does not guarantee that all lines are together for the order.
Deliver Instructions	One of two fields that you use to enter delivery instructions. *Form-specific information* The system copies this text to the Sales Order Header Information form.
Held Orders Code	A user defined code (table 42/HC) that identifies why an order is on hold.
Priority Code	A code that tells the system to handle this customer's orders on a priority basis. Use this value to set up print pick slips so you can choose to print them on a priority basis. This code is assigned from the Customer Billing Instructions. This field is informational only and can be used in DREAM Writer selection to expedite order lines. In addition, the backorder print report and automatic batch release program can be sequenced by this code to release those orders with the highest priority first.
Display Weight UOM	A user defined code (system 00, type UM) that identifies which unit of measure the system should use to display the weight of individual order lines and the order as a whole for this customer when you use the order summary form.
Display Volume UOM	A user defined code (system 00/type UM) that identifies the unit of measure that the system uses to display volume for this branch/plant. The system inputs a value in this field from Branch/Plant Constants - Page 2 (P410012). You can override this default value.

To enter freight information

On Customer Billing Instructions

1. Complete the following field:
   - Address Number
2. Access Billing Instructions - Page 2.
3. On Billing Instructions - Page 2, complete the following fields:
   - Apply Freight (Y/N)
   - Freight Handling Code
   - Route Code
   - Stop Code
   - Zone Code
   - Preferred Carrier

Field	Explanation
Apply Freight (Y/N)	A code indicating whether the system should perform freight calculations during processing. Valid codes are: Y – yes, perform calculations N – no, do not perform calculations If you leave this field blank, the system automatically enters Y.
Freight Handling Code	A user defined code (system 42/type FR) designating the method by which supplier shipments are delivered. For example, the supplier could deliver to your dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.
Route/Stop/Zone	The route field is a user defined code (system 42, type RT) that represents the delivery route on which the customer resides. This field is one of several factors used by the freight summary facility to calculate potential freight charges for an order. For picking, use the route code with the stop and zone codes to group all of the items that are to be loaded onto a delivery vehicle for a specific route. You set up a default for each of these fields on the Customer Billing Instruction form.
Preferred Carrier	The address number for the preferred carrier of the item. The customer or your organization might prefer a certain carrier due to route or special handling requirements.

To enter commission information

On Customer Billing Instructions

1. Complete the following field:
   - Address Number
2. Access Billing Instructions - Page 2.
3. On Billing Instructions - Page 2, complete the following fields:
   - Commission Code 1
   - Commission Rate 1
   - Commission Code 2
   - Commission Rate 2

Field	Explanation
Commission Code/Rate 1	The first of two eight-character codes used to designate the salespeople who should receive credit for a sale to the customer. This code is first created in either the Address Book or through the Related Salespersons program.
Commission Code/Rate 2	The second of two eight-character codes used to designate the salespeople who should receive credit for a sale to the customer. This code is first created in either the Address Book or through the Related Salespersons program.

48.1.3 What You Should Know About

Topic	Description
Setting up standard freight rates	You can define standard freight rates by associating a zone, a commodity class, a delivery zone, and a carrier with a charge amount. See How does the System Calculate Freight? in the *JD Edwards World Load and Delivery Management Guide* for more information.
Setting up commissions	You can customize the default commission information for a salesperson or a sales group. See Chapter 54, "Set Up Commission Information" for more information.

To enter billing information

On Customer Billing Instructions

1. Complete the following fields:
   - Address Number
   - Billing Address Type
   - Related - Address Number
   - Invoice Consolidation
2. Access Billing Instructions - Page 2
3. On Billing Instructions - Page 2, complete the following fields:
   - Invoice Copies
   - Price Pick List
   - Tax Service Date Selection

Field	Explanation
Billing Address Type	Code that tells the system to use this address as a Sold To address, a Ship To address, or both. Valid codes are: X – Indicates a bill to and a ship to address S – Indicates a ship to address only B – Indicates a bill to address only *Form-specific information* When you enter an order for a Ship To customer, the Related Sold To customer defaults into the Sold To field of the sales order entry screen. If you enter the Sold To address, the related Ship To address will default.
Invoice Consolidation	Code that tells the system whether a customer wants consolidated invoices. Valid codes are: Y – Customer wants consolidation. N – Customer does not want consolidation. If you specify consolidation, the system generates a single invoice from multiple sales orders.

Field	Explanation
Invoice Copies	The number of invoice copies that the customer requires. The system prints the number of invoices specified in this field. The system always prints at least one invoice.
Price Pick List	Code that indicates whether price information will appear on the customer's pick list, purchase order, or sales order. Valid codes are: Y – Yes, which is the default N – No.
Tax Service Date Selection	Code which indicates what date will be used as the tax service date for orders entered through the sales order processing system. Values are: 1 – Order date is used as tax service date 2 – Invoice date is used as tax service date 3 – Ship date is used as tax service date Blank – Order date defaults as tax service date Value can be specified at the ship to address number level or the header branch plant company level. If the ship to address number value is blank, the header branch plant company value will be retrieved. If both values are blank, the order date will default as the tax service date.

48.2 Sales Order Information from Customer Billing Instructions

JD Edwards World enters information on the Sales Order Entry screen (P4211) from the Customer Billing Instructions file (F0301). Some of these fields come from the Sold To address book number, and some come from the Ship To address book number.

From	Field	From	Field
Sold To	Adjustment Schedule	Ship To	Delivery Notes
Sold To	Customer Pricing Rule	Ship To	Partial Line Shipment
Sold To	Trade Discount	Ship To	Partial Order Shipment
Sold To	Minimum and/or Maximum Order Value	Ship To	Delivery Instructions
Sold To	Print Message	Ship To	Apply Freight
Sold To	Credit Check Level	Ship To	Freight Handling
Sold To	Exempt from Credit Hold	Ship To	Route/Stop/Zone
Sold To	Invoice Consolidation	Ship To	Preferred Carrier
Sold To	Item Restrictions	Ship To	Display Weight UOM
Sold To	Allow Backorders	Ship To	Display Volume UOM
Sold To	Allow Substitutes	Ship To	Commission Code/Rate
Sold To	EDI-Batch Processing Mode		
Sold To	Price Pick List		
Sold To	Invoice Copies		
Sold To	Held Orders Code		
Sold To	Priority Code		

49

Set Up Constants

This chapter contains these topics:

- Section 49.1, "Defining Branch/Plant Constants,"
- Section 49.2, "Defining Item Availability,"
- Section 49.3, "Defining System Constants,"
- Section 49.4, "Defining Batch Control Constants,"
- Section 49.5, "Defining the Location Format."

A constant is a piece of information that you associate with a branch/plant. The system uses constants as default information in many JD Edwards World systems.

After you determine the information that you want to use throughout your system, you can enter the appropriate values or change any predefined values.

Before You Begin

- Create an address book record for the branch/plant - use option 3 on menu G01.
- Set up a branch/plant named ALL - use option 5 on menu G4241.
- Set up the branch/plant as a business unit and associate the A/P to a company - use option 4 on menu G09411.
- If applicable associate your Business Unit to specific accounts - use option 14 on menu G09411.

See Also:

- Set Up Pricing Constants in the *JD Edwards World Advanced Pricing Guide* for more information on additional system constants that you can define.

49.1 Defining Branch/Plant Constants

Navigation

From Sales Order Management (G42), choose hidden selection 29

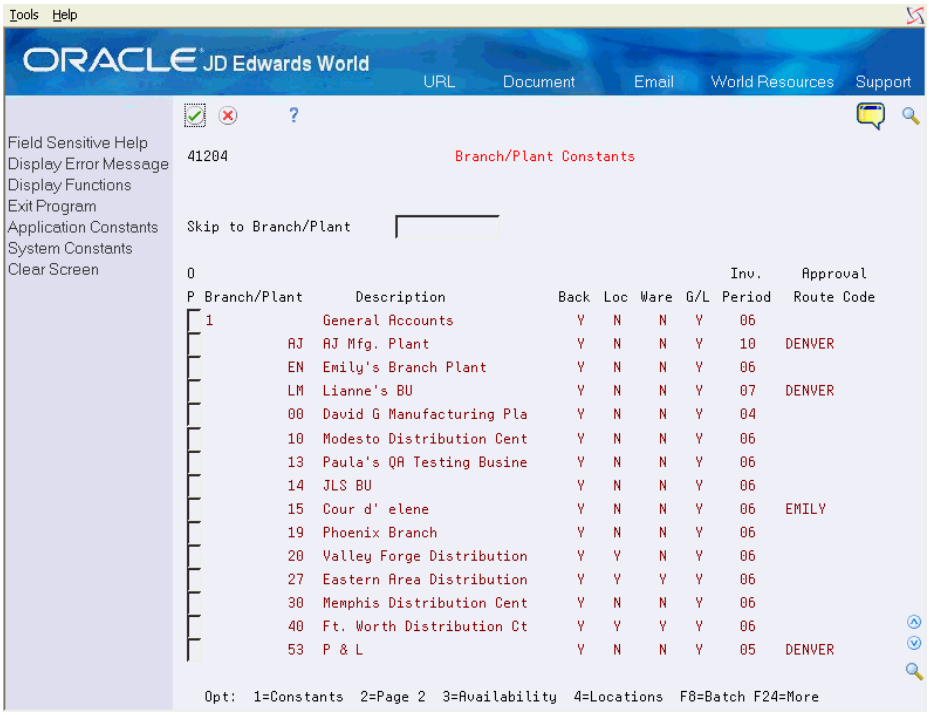
From Sales Order Management Setup (G4241), choose Branch/Plant Constants

Branch/plant constants allow you to customize the processing of daily transactions for each branch/plant in your distribution and manufacturing systems.

To define branch/plant constants

On Branch/Plant Constants

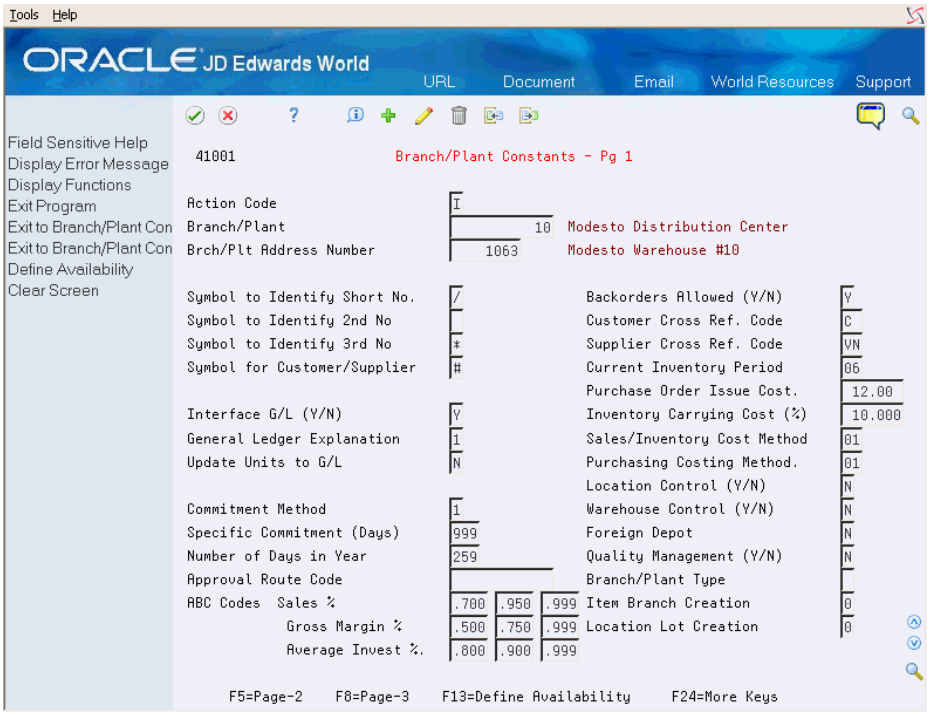
Figure 49–1 Branch/Plant Constants screen



1. Select a branch/plant using the constants option.

   The Branch/Plant Constants - Page 1 form appears.

Figure 49–2 Branch/Plant Constants - Page 1 screen



2. On Branch/Plant Constants - Pg 1, complete the following fields:
   - Branch/Plant
   - Branch/Plant Address Number
   - Current Inventory Period. This field affects the processing option set up behind the Buyer's Guide (P4115) and must be updated to keep current.
   - Interface G/L (Y/N)
3. To enter commitment information, complete the following fields:
   - Commitment Method
   - Specific Commitment
   - Number of Days in Year
   - Approval Route Code
   - ABC Codes
   - Backorders Allowed
4. To enter cost information, complete the following fields:
   - Purchase Order Issue Cost
   - Inventory Carrying Cost
   - Sales/Inventory Cost Method - this field will default into the Cost Revisions program (P4105)
   - Purchasing Costing Method - this field will default into the Cost Revisions program (P4105)
5. To enter location information, complete the following fields:
   - Location Control

- Warehouse Control
- Foreign Depot
- Quality Management
- Branch/Plant Type
- Item Branch Creation
- Location Lot Creation

Field	Explanation
Symbol to Identify Short No	A blank here indicates that the 8-character item number will be the one used most often during entry and inquiry. Otherwise a special symbol should be entered to indicate that this number is not primary; this symbol must then be the first character entered if inquiry or entry using this number is desired. **Note:** Only one symbol may be left blank. The other two must have a symbol, so that all three item numbers are unique. Be sure that this symbol is not significant for any other purposes of entry (such as a period or a comma). Suggested symbols would be /, *, &, and so forth.
Symbol to Identify 2nd No	A blank here indicates that the 25-character second item number will be the one used most often during entry and inquiry. Otherwise a special symbol should be entered to indicate that this number is not primary; this symbol must then be the first character entered if inquiry or entry using this number is desired. **Note:** Only one symbol may be left blank. The other two must have a symbol, so that all three item numbers are unique. Be sure that this symbol is not significant for any other purposes of entry (such as a period or a comma). Suggested symbols would be /, *, &, and so forth.
Symbol to Identify 3rd No	A blank here indicates that the 25-character third item number will be the one used most often during entry and inquiry. Otherwise a special symbol should be entered to indicate that this number is not primary; this symbol must then be the first character entered if inquiry or entry using this number is desired. **Note:** Only one symbol may be left blank. The other two must have a symbol, so that all three item numbers are unique. Be sure that this symbol is not significant for any other purposes of entry (such as a period or a comma). Suggested symbols would be /, *, &, and so forth.
Symbol for Customer/Supplier	A character that you use to identify the customer's or supplier's number in your system. When you enter a number preceded by this character, the system recognizes the number as the customer's or supplier's number. The system then goes to the cross-reference table to match the number to your item number. You cannot leave this field blank if you want the system to perform cross-referencing.
Interface G/L (Y/N)	A code that indicates whether inventory transactions that are processed through this branch/plant create general ledger entries. Valid codes are: Y – Yes N – No

Field	Explanation
Update Units to G/L	A code that indicates whether the system should move units to the general ledger after the system records a journal entry for the following programs: P4114 (Inventory Adjustments) P41413 (Cycle Count Update) P4113 (Inventory Transfers) P41610 (Tag Update) P4112 (Inventory Issues) P4116 (Item Re-Classification) P4312 (Receipts) P42800 (Sales Update) P4314 (Voucher Match) P31111 (Work Order Inventory Issues) P31112 (Work Order Completions) P31802 (Work Order Journal Entries) P31842 (Rate Base Journal Entries)
Commitment Method	A code that indicates the method that the system uses to commit lot items from inventory. Valid codes are: 1 – The normal commitment method for inventory (default). The system commits inventory from the primary location and then from secondary locations. The system commits inventory from the locations with the most inventory before committing inventory from locations with the least. The system commits backorders to the primary location. 2 – The inventory commitment method by lot number. The system commits inventory by lot number, starting with the lowest lot number and committing orders to available lots. 3 – The inventory commitment method by lot expiration date. The system commits inventory from the locations with the earliest expiration date first. The system considers only locations with expiration dates greater than or equal to the sales order or parts list requested date. This field is no longer controlled in the constants but at the Item master and Item Branch/Plant level in the Distribution system.
Specific Commitment (Days)	Number used to determine when to commit inventory to an order in sales order processing. This value in days is added to today's date and compared with the Promised Ship Date for the order line. If the Promised Date is greater than the calculated date, then the order line will be future committed in the Item Location record (F41021). Entering '999' eliminates future commits.
Number of Days in Year	The number of days that you are open for business in a year. This number must be between 252 and 365. The Purchase Management system uses this number to calculate economic order quantity (EOQ). This is a required field.
Approval Route Code	A code that determines to whom an order is routed for approval.

Field	Explanation
ABC Codes Sales %	Percentage that tells the system how to define the A group during ABC analysis. This number is the total of the A percentage added to the percentage you want the system to use when it assigns items to the B group. For example, you want items that make up the top 75% of your selling items in the A group and items that make up the next 20% in the B group. You would enter 95% in this field, which is the total of 75% and 20%. You enter each percentage as a decimal amount. For example, enter 75% as .75. During ABC analysis, the system compares the total sales of a single item to the total sales of all items to calculate the "value" of each item. An item's value is its percentage of the total sales. The system then arranges the values of all items from those of highest value to those of lowest value and adds the values together beginning with the highest. After it reaches the limit for A items, it continues to add values until it reaches the limit for B items. All items whose value is included in the total between the A limit and the B limit are B items. If an item's value causes the total to go over the B limit, the system assigns that item to the C group.
Backorders Allowed (Y/N)	A code that indicates whether you allow backorders for an item. You can allow backorders by item (through Item Master or Item Branch/Plant), or by customer (through Billing Instructions). Y – Yes, allow backorders for an item. N – No, do not allow backorders for an item, regardless of the backorders code assigned to the customer. **Note:** The system does not use this information if you have set the option on Branch/Plant Constants to indicate that you do not allow backorders in your operating environment.
Customer Cross Ref. Code	A code (UDC table 41\DT) that identifies the type of cross-reference you have set up for this customer. The system contains examples for: Substitutes Replacements Bar Codes Customer Numbers Supplier Numbers
Supplier Cross Ref. Code	User defined code (system 41, type DT) identifying the type of cross-reference you have set up for this supplier. Example cross-references have been set up for: **1.** Substitutes **2.** Replacements **3.** Bar Codes **4.** Customer Numbers **5.** Supplier Numbers

Field	Explanation
Purchase Order Issue Cost	The amount that the Purchase Management system uses to calculate the Economic Order Quantity (EOQ). This cost should be the estimate of the cost of materials, labor, and overhead that you incur when you issue a single purchase order. The default value is .00. For example: S – Purchase Order Issue Cost = 15.0 I – Inventory Carrying Cost = .09 (9%) Y – Annual Sales in Units = 3,000 C – Unit cost of Item = 10.0 Economic Order Quantity = Square root of ((2S/I) x (Y/C)) Square root of [(2)(15) divided by 0.09] x 3,000 divided by 10.0 = 316.23
Inventory Carrying Cost (%)	The percentage of inventory investment that the Purchase Management system uses to calculate Economic Order Quantity (EOQ). The default is .00. Enter a percentage as a decimal value. The following example shows how EOQ is determined using the Inventory Carrying Cost Percentage: S – Purchase Order Issue Cost = 15.0 I – Inventory Carrying Cost = .09 (9%) Y – Annual Sales in Units = 3,000 C – Unit Cost of Item = 10.0 EOQ = Square root of ((2S/I) x (Y/C)) = the square root of (2(15) divided by .09)) * (3000 divided by 10) = 316.23 **Note:** Access field help for the Economic Order Quantity field for information on the EOQ formula.
Sales/Inventory Cost Method	A code (table 40/CM) that indicates the cost method that the system uses to calculate the cost of goods sold for the item. Cost methods 01-08 are hard-coded. This field will default into the Cost Revisions program (P4105).
Purchasing Costing Method	A code (table 40/CM) that indicates the cost method that the system uses to determine the cost of the item for purchase orders. Cost methods 01-08 are hard-coded. This field will default into the Cost Revisions program (P4105).
Location Control (Y/N)	A code that indicates what type of location control the system requires. You should use location control if you want to use only locations that are in the Location Master table. Valid codes are: Y – Yes, use only locations in Location Master (F4100). N – No, do not restrict locations to those in Location Master. Use all locations, as long as they conform to the location format defined on Branch/Plant Constants - Page 2. If Warehouse Control is set to Yes, Location Control also must be set to Yes.
Warehouse Control (Y/N)	A code that determines whether the system creates warehouse transactions for the branch/plant.

Field	Explanation
Foreign Depot	This flag indicates whether or not this branch/plant is owned by another company. This field is checked by the Bulk and Packed Load Confirmation programs to determine if the depot from which product is being loaded is a foreign depot. If it is a foreign depot, a valid borrow agreement is required to be entered during load confirmation.
Quality Management (Y/N)	This flag indicates whether to activate the Quality Management system (System 37) for your branch/plant.
Branch/Plant Type	Type of Branch/Plant: C – Consigned M – Manufacturing/Distribution V – VMI Facility
Item Branch Creation	A code that indicates whether the inventory and distribution programs can create new item branch (F4102) records. ■ If you leave this option at the default of 0, the system will allow the inventory and distribution programs to create new item branch records ■ If you change this option to 1, the system will not allow the inventory and distribution programs to create new item branch records.
Location Lot Creation	A code that indicates whether the Inventory and Distribution programs can create new item location (F41021) records. ■ If you leave this option at the default of 0 (or Y) the system will allow the Inventory and Distribution programs to create new item location records. ■ If you change this option to 1(or N), the Inventory system transaction programs will not allow the creation of new item location records for new lot numbers. New item location records can be created for existing lots. ■ If you change this option to 2, the Inventory system transaction programs will not allow the creation of new item location records. ■ If you change this option to 3, the Inventory and Distribution programs will not allow the creation of new item location records.

49.1.1 What You Should Know About

Topic	Description
Defining warehouse control specifications	If you use the Advanced Warehouse Management system, you must define the warehouse information on Branch/Plant Constants - Page 2.

49.2 Defining Item Availability

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Branch/Plant Constants

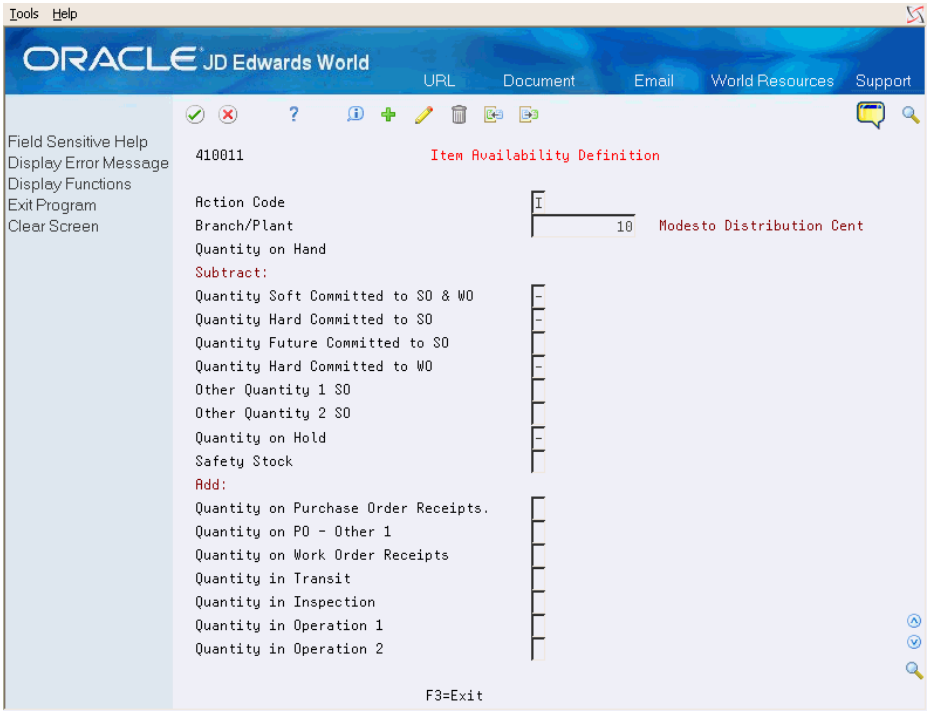
You must define how to calculate item availability for each branch/plant. This calculation impacts how the system calculates backorders, cancellations, and customer delivery time.

To define item availability

On Branch/Plant Constants

1. Choose Availability to select a branch/plant.

Figure 49–3 Item Availability Definition screen



2. On Item Availability, enter a minus (-) or plus (+) sign in fields with quantities that you want to subtract from or add to, respectively, the quantity on hand.

Notice that the sales commitment types of soft, hard, future and other quantity 1 and 2 display underneath the Subtract heading. The Quantity Hard Committed to WO relates to the Manufacturing system. The Soft Committed to SO & WO is updated by both the Sales and Manufacturing systems. Quantities that appear under the Add heading relate to the Purchasing system.

By specifying which sales commitment types are subtracted from an item's on-hand quantity you are defining the way availability is calculated. As in this example you would normally specify that soft and hard commitments decrease availability hence the subtraction sign, whereas you may not want future commitments and other quantities to affect availability hence no subtraction sign next to the fields.

You can also determine whether to include quantities on hold and safety stock in the on-hand quantity. Items can be put on hold in the Item Lot/Location Information program (P41024) and the safety stock quantity is defined in the Item Branch Quantities program (P41022). Both of these programs can be accessed from Item Branch/Plant Information (P41026) using a function key.

The other quantity 1 and other quantity 2 fields relate to the use of blanket and quote orders.

Once you have set up the item availability definition for each branch, the calculations will apply to every item in the branch.

49.2.1 What You Should Know About

Topic	Description
Checking availability for configured items	The Sales Order Management system does not support availability checking for configured items. To check availability during sales order entry, you must set the Check Availability field in Configurator Constants in the Configuration Management system. If the system finds the exact item and string match, a window displays all locations containing the specific configuration. However, no component availability checking is performed. See Checking Availability and Setting Up Constants in the *JD Edwards World Configuration Management Guide*.

See Also:

- Suggested Quantities in the *JD Edwards World Procurement Guide* for more information about quantities.

49.3 Defining System Constants

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Branch/Plant Constants

Set up system constants to determine which functions to perform. For example, assume that you have several branch/plants and you use different units of measure for the items in each branch/plant. You can set a system constant to automatically convert units of measure by branch.

System constants apply to all branch/plants. You cannot customize the settings for each branch/plant.

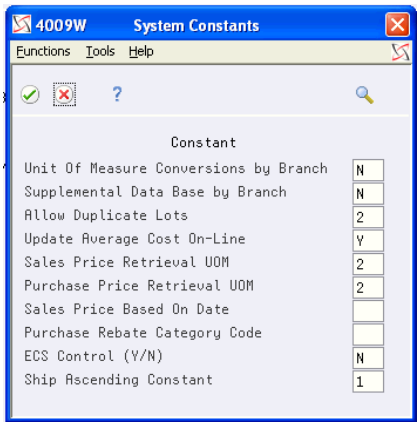
If you use Load and Delivery Management or other JD Edwards World ECS systems, you must activate the ECS control for the system to process orders with advanced ECS functionality.

To define system constants

On Branch/Plant Constants

1. Access System Constants (Function key F10).

Figure 49–4 System Constants screen



2. On System Constants, complete the following fields:
   - Unit of Measure Conversions by Branch
   - Supplemental Data Base by Branch
   - Allow Duplicate Lots
   - Update Average Cost On-Line
   - Sales Price Retrieval Unit of Measure
   - Purchase Price Retrieval Unit of Measure
   - Sales Price Based On Date
   - Purchase Rebate Category Code
   - ECS Control (Y/N)
   - Ship Ascending Constant

Field	Explanation
Unit Of Measure Conversions by Branch	A code that indicates how the system uses the branch/plant within the Item Specific Unit of Measure Conversion tables. Valid values are: Y – The system displays the item specific conversion table when you add an item to a specific branch/plant. N – The system displays the item specific conversion table for all branch/plants from the Item Master table.
Supplemental Data Base by Branch	A code that indicates how the system uses the branch/plant within the Inventory Management Supplemental Database. Valid values are: Y – The supplemental data is unique by item and branch. N – The supplemental data is unique by item only.

Field	Explanation
Allow Duplicate Lots	A flag that determines whether the system can assign the same lot to multiple items. Valid values are: 1 – Do not allow duplicate lots. The lot is restricted to one item and one branch/plant. 2 – Allow duplicate lots. You can create a lot that contains multiple items and branch/plants. 3 – Do not allow duplicate lots. The lot is restricted to one item, but can contain quantities in multiple branch/plants.
Update Average Cost On-Line	A code that indicates when the system calculates the new average cost for an item. Valid values are: Y – The system calculates a new average cost online immediately after any transaction that affects the average cost of an item. N – All processes that affect average cost create transactions to an Average Cost Work table (F41051). The system calculates a new average cost when you run the Average Cost Update program (P41811).
Sales Price Retrieval UOM	A value that specifies the unit of measure that the system uses for retrieving base prices and price adjustments during sales order processing. The system allows you to define your base prices in the Base Price table (F4106) and price adjustments in the Adjustment Detail table (F4072) in various unit of measures. If you specify the Transaction or Pricing UOM and the system does not find a record in that unit of measure, the system repeats the process using the primary UOM of the item.
Purchase Price Retrieval UOM	A value that represents the unit of measure that the system retrieves for the purchase base price (F41061) during purchase order processing. If you specify the Transaction or Purchasing UOM and the system does not find a record in that unit of measure, the system repeats the process using the primary UOM of the item.
Sales Price Based On Date	A value that determines how the system updates the Price Effective Date in the Sales Order Header (F4201) and Detail (F4211) tables. In the Sales Order Management system, the system uses the Price Effective Date to retrieve the base price from F4106 and price adjustments from F4072.
Purchase Rebate Category Code	A number in the system constants that determines which category code the system uses in the criteria for inclusion comparison.
ECS Control (Y/N)	The Energy and Chemical System Control code that you use to indicate whether to use the ECS application.

Field	Explanation
Ship Ascending Constant	An option that indicates whether the system applies the ship ascending date rule by customer and by item. When you choose this option, the system applies the ship ascending date rule during the sales order entry, pick slip/ commitment processing, and ship confirmation processes. When the system applies the Ship Ascending Date rule, the system sorts shipping customers' lots in ascending order by expiration date, sell by date, or best before date.

49.4 Defining Batch Control Constants

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Branch/Plant Constants

Defining batch control constants prevents the system from applying changes that unauthorized personnel make to the general ledger. Also, you can define a constant that requires you to enter batch control information before the system runs a batch processing job. You might enter batch control information to compare the anticipated size of the job to the end result.

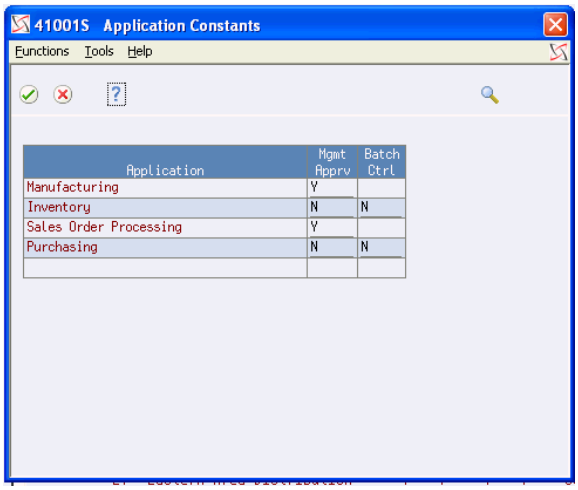
You must define management approval and batch control separately for each distribution and manufacturing system that you use.

To define batch control constants

On Branch/Plant Constants

1. Access Application Constants (Function key F8).

Figure 49–5 Application Constants screen



2. On Application Constants, complete the following fields:
   - Management Approval
   - Batch Control

Field	Explanation
Mgmt Apprv	A code that indicates whether you want to require approval of batches before they can be posted to the general ledger. Valid values are: Y – Yes, assign a status of Pending to each batch that you create within the listed systems. N – No, assign a status of Approved to each batch.
Batch Ctrl	A code that indicates whether to require entry of batch control information. For each batch, the system displays a batch control form where you must enter information about the number of documents and the total amount of the transactions that you expect in the batch. The system uses these totals to edit and display differences from the actual transactions you entered. This field applies only to the Inventory Management and the Purchase Order Management systems. Valid values are: Y – Yes. In Inventory Management, Y displays a batch control form before you issue, adjust, or transfer inventory. In Purchase Order Management, Y displays a batch control form before you enter receipts. N – No, do not require entry of batch control information.

49.5 Defining the Location Format

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Branch/Plant Constants

Defining the location format allows you to determine how to set up item locations. For example, assume that you store pencils in a branch/plant. You can define elements that contain more specific information about the actual location. For example, an element can represent an aisle, bin, shelf, or any other location that you use in a branch/plant.

You can define a location's format using up to 10 different elements, such as aisle, shelf, and bin. For each element, you can define the following:

- Length
- Justification
- Separator character

If you are using the Advanced Warehouse Management system, you must also define default units of measure for volumes, dimensions, and weights.

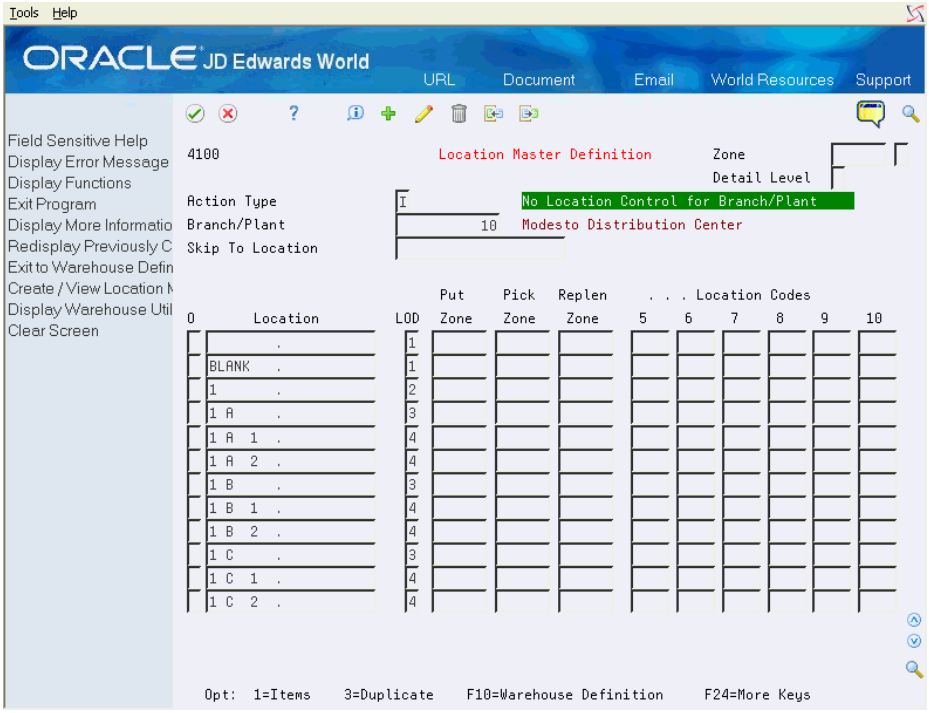
To define the location format

On Branch/Plant Constants

1. Select a branch/plant.

   Location Master Information screen appears.

Figure 49–6 Location Master Information screen



2. On Branch/Plant Constants - Page 2, complete the following fields to define the location format:
   - Length (of Aisle, of Bin, of Code 3 - 10)
   - Left/Right
   - Separator Character

Field	Explanation
Length of Aisle	Identifies the number of characters to represent the tank (or aisle for packaged stock). Valid values are numbers 1 through 8.
Justify - Aisle	A character (L or R) that specifies left or right justification for the Aisle element in the location format.
Separator Character	A character that divides the elements of the location when you display them on forms or reports. For example, you might use a slash (/) as a separator character to divide elements such as aisle, bin, and shelf in a location code. Separators are not stored in the tables, but are used to edit a location on a form or report. If you do not want to use separators, leave this field blank. However, you must enter characters and spaces to equal the correct length of each element in the location code. The system then displays the location as one string of characters. *Form-specific information* The system uses the character you enter in this field to separate the combination of tank/owner and aisle/bin as it appears on forms or reports. Companies commonly use a period (.) as the separator character.

49.5.1 What You Should Know About

Topic	Description
Location length	The total length of all elements, including separators, cannot exceed 20 characters. The system does not store separators in the tables, but uses separators to edit a location on a form or report. If you do not want to use separators, leave the separator field blank. The system displays the location as one string of characters.

See Also:

- Setting Up Locations in the *JD Edwards World Advanced Warehouse Management Guide*.

50

Set Up Order Line Types

This chapter contains the topic:

- Section 50.1, "Setting Up Order Line Types."

When you enter detail information for a sales or purchase order, you enter the quantity, price, and cost for each item or service. You can also enter a credit item, a non-stock item, and text information in the same sales or purchase order.

Each entry is a line. A line is the information for an item or service that you are ordering as it pertains to the order. The system processes each line based on a line type.

A line type is a code that the system uses to process each detail line that you enter for a specific order type. For example, you can specify line type S for stock items. The system determines whether it should increase or decrease the quantity of the item in inventory. You can specify line type F for freight charges. The system determines from your definition of the line type that this item is not an inventory item.

50.1 Setting Up Order Line Types

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Order Line Types

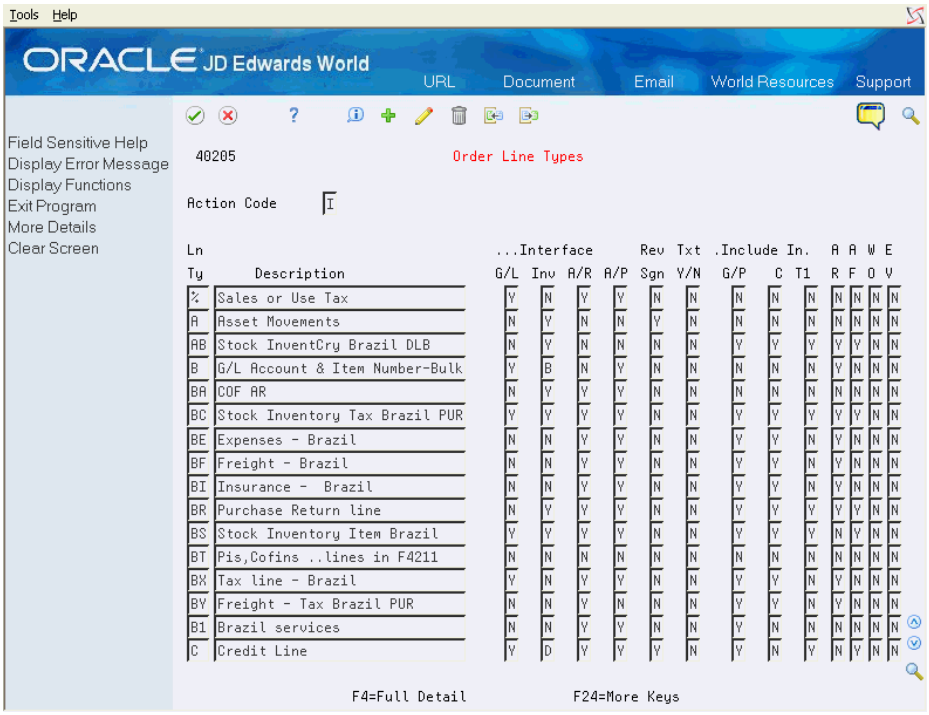
You can specify how the system uses line types in the general ledger and with the Inventory Management system. For example, when you purchase or sell an inventory item, you might assign a line type for stock items. The system records the transaction according to the information that you specified for the line type. In this case, the system reflects the cost or price of the item in the general ledger. The transaction line also affects item availability in the Inventory Management system.

The line types that you define are applicable throughout distribution systems. For example, the system processes line types in the same way for the Sales Order Management system as it (the system) processes for the Purchase Management system.

To set up order line types

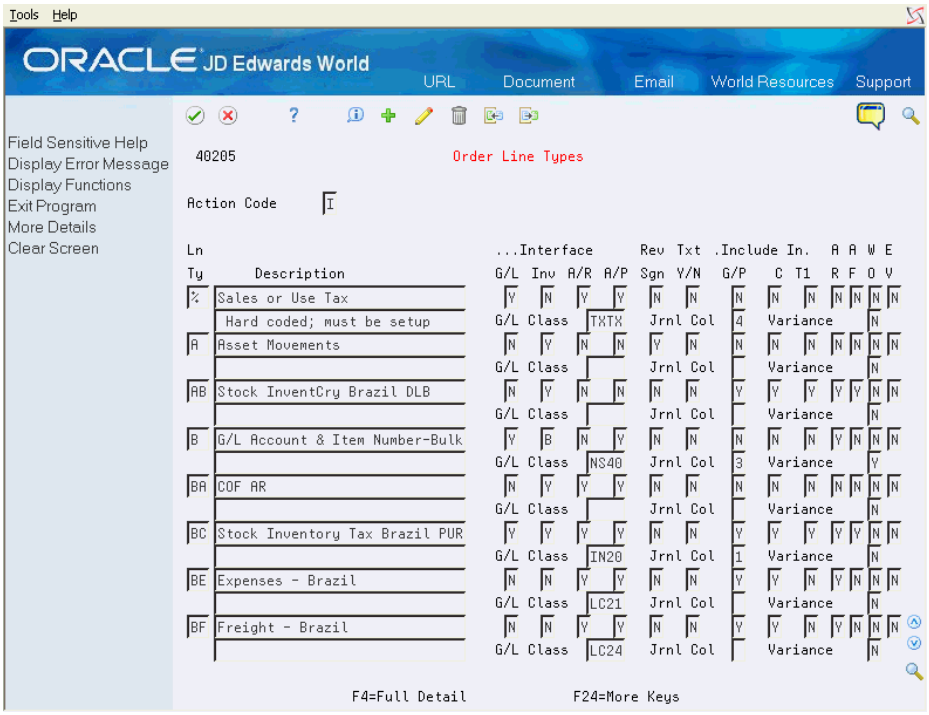
On Order Line Types

Figure 50–1 Order Line Types screen



1. Complete the following fields:
   - Line Type
   - Description
   - General Ledger Interface
   - Inventory Interface
   - Reverse Sign
   - Text
   - Include Sales/COGS for Gross Profit
   - Include in Cash Discount Calculation
   - Include in Tax 1
   - Apply Retainage
   - Apply Freight
   - Generate Work Order
2. Access the detail area.

Figure 50–2 Order Line Types (Detail) screen



3. Complete one or more of the following fields:
   - General Ledger class
   - Journal Column
   - Variance

Field	Explanation
Ln Ty	A code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). It also specifies the conditions under which a line prints on reports and is included in calculations. Codes include: S – Stock item J – Job cost N – Non-stock item F – Freight T – Text information M – Miscellaneous charges and credits W Work order
Description	The first 30 characters of the description that identifies each defined line type. The system uses this description as the default description for all non-inventory line items you create through order entry.
G/L Interface (Y/N)	A code that indicates whether the system reflects the dollar or unit value of any activity containing this order line type in the general ledger. Valid codes are Y (yes), which is the default, and N (no).

Field	Explanation
Inventory Interface (Y/N)	A code that identifies the type of interface to the Inventory Management system. Valid codes are: Y – The dollar or unit value of any activity containing this line type will be reflected in inventory. The system also edits the item you enter to ensure that it is a valid item. Y is the default. A – The number entered will be recognized as a G/L account number. This code is used in purchasing only. B – The system edits when using format 4 in purchase order entry. The system retrieves price data from the inventory tables, but does not update to the quantity on the purchase order. This code is valid only when the G/L Interface field is Y (yes). Budget checking is fully functional with this interface type. D – An inventory item with this inventory interface will not affect availability or quantities. N – This item is not a true inventory item and quantities are not affected by the entry of this item. It can only exist at the Item Master level. It can have an associated price which will default into an order at the time of sales order entry.
A/R Interface (Y/N)	Code that indicates whether the system will reflect the dollar or unit value of any activity containing this order line type in Accounts Receivable. Valid codes are Y (yes), which is the default, and N (no). This field is for future use only.
A/P Interface (Y/N)	A code that indicates whether the system reflects the dollar or unit value of any activity containing this order line type in accounts payable. Valid codes are Y (yes), which is the default, and N (no). This field is for future use only.
Rev Sgn	A code that indicates whether the system reverses the sign of the quantity in the line. This code is used to allow easy entry of credit memos. Valid codes are: Y – Yes N – No. This is the default
Txt Y/N	A code that indicates whether this line contains only memo information. Valid codes are: Y – Yes N – No, which is the default
Include In G/P	A code indicating that the system includes sales and cost of goods sold in gross profit calculations. Valid codes are Y (yes) and N (no, which is the default).
C/D	A code indicating whether the system includes the extended dollar amount of the transaction in the cash discount or payment terms discount calculation. Valid codes are Y (yes) and N (no). You can see this discount displayed in the Online Invoice program (P42230) using F16 to go to Discounts. If this flag is = N the invoice print will show the message * Not Eligible for Discount * on the report. N is the default.
T1	A code that indicates whether the monetary value of this order line is subject to applicable taxes and which taxes to apply. Valid values are: Y – Yes, the line is subject to applicable taxes. N – No, the line is not subject to applicable taxes. 3-8 – Yes, the line is subject to applicable taxes at the rate indicated by the group number (3-8). The system uses group numbers for VAT (value added tax).

Field	Explanation
A R	A code that indicates whether the system includes the item's values in the calculation of an accounts payable retainage. Use this field only if the interface between the Purchasing system and Accounts Payable system is active. Valid codes are: Y – Include the item's values in the accounts payable retainage calculation. N – Do not include the item's values in the accounts payable retainage calculation. If you leave this field blank, the system automatically enters N.
A F	This is the fiscal year beginning date for Accounts Receivable.
W O	A code indicating whether the system automatically generates an internal work order for this line. Valid codes are Y (yes) and N (no, which is the default).
G/L Class	A user defined code that identifies the G/L offset that you want the system to use when it searches for the account to which it will post the transaction. If you do not want to specify a class code, you can enter **** (four asterisks) in this field. The table of Automatic Accounting Instructions (AAIs) allows you to predefine classes of automatic offset accounts for the Inventory, Purchasing, and Sales Order Management systems. The system can generate accounting entries based upon a single transaction. As an example, a single sale of a stock item can trigger the generation of accounting entries similar to these: Sales-Stock (Debit) xxxxx.xx A/R Stock Sales (Credit) xxxxx.xx Stock Inventory (Debit) xxxxx.xx Stock COGS (Credit) xxxxx.xx When using a stocking type with an Inventory Interface flag set to N, the system looks for the G/L class in the fold of the line type.
Jrnl Col	The Sales Journal report has four columns. The value in this field controls which of the four columns receives the sales value, if any, of this line. Allowed codes are 1, 2, 3, and 4.
Variance	Code that tells the system to which account it should book a variance. Valid codes are: Y – Tells the system that a variance generated during voucher match should be booked to the variance account. N – Indicates to the system that it should book any variance back to the expense account for the order line. **Note:** This field is used in conjunction with an inventory interface of A or B in the Purchasing system only.

51

Set Up Order Activity Rules

This chapter contains the topic:

- Section 51.1, "Setting Up Order Activity Rules."

To advance an order line through the order process, you must create order activity rules to establish a sequence of steps for processing.

51.1 Setting Up Order Activity Rules

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Order Activity Rules

The system processes an order line based on the order activity rules that you set up for the order type and line type combination. For example, you could set up the order activity rules for stock line types in sales orders as follows:

- Enter order
- Print pick slip
- Confirm shipment

For stock line types on purchase orders, you could set up the order activity rules as follows:

- Enter order
- Approve order
- Print

You must assign a status code for every step in the order process. A status code is a number that the system uses to identify the current status of an order line. You must also identify next status codes that determine the next step to which the system will advance the order. You must arrange status codes in ascending numerical order for the system to establish the sequence of steps.

You can change the progression of steps or include alternate steps in the order activity rules. For example, you can set up order activity rules for non-stock items in sales orders so the system bypasses the step to print pick slips and advances the order line to shipment confirmation.

You can specify at which point in the order process the system writes records to the general ledger for sales and purchasing.

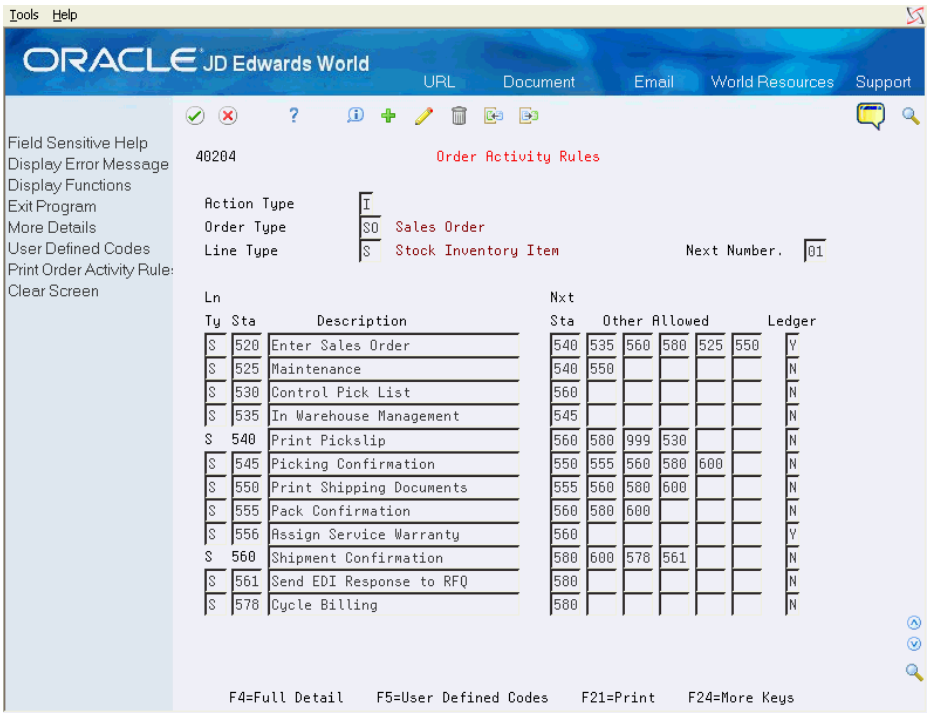
51.1.1 Before You Begin

- Verify that you have set up the status codes in the user defined codes table (system 40, type AT). See Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*.
- Verify that you have set up order types in the user defined codes table (system 00, type DT). See Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*.
- Verify that you have set up line types. See Chapter 50, "Set Up Order Line Types."

To set up order activity rules

On Order Activity Rules

Figure 51–1 Order Activity Rules screen



Complete the following fields:

- Order Type
- Line Type
- Next Number
- Status Code
- Description
- Next Status Code
- Other Allowed
- Ledger

Field	Explanation
Order Type	A user defined code (00/DT) that identifies the type of document. This code also indicates the origin of the transaction. JD Edwards World has reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.) The following document types are defined by JD Edwards World and should not be changed: P – Accounts Payable documents R – Accounts Receivable documents T – Payroll documents I – Inventory documents O – Purchase Order Processing documents J – General Accounting/Joint Interest Billing documents S – Sales Order Processing documents
Line Type	A code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). It also specifies the conditions under which a line prints on reports and is included in calculations. Codes include: S – Stock item N – Non-stock item F – Freight T – Text information M – Miscellaneous charges and credits W – Work order J – Job cost *Form-specific information* Header field: Use this field to help define an inquiry. You can enter a specific code or you can enter an asterisk (*) to indicate all line types. Detail field: The code identifying the line type of the order activity rule.
Next Number	A code that tells the system which next number series to use when creating order numbers for this order type. There are ten available Next Number series. For example: If this is field is set to a 1 then the system will look at bucket 1 for its next number series for that order type. ■ A Sales Transfer Order, or Blanket Order may each have a different number range from standard sales orders. ■ A Blanket PO or Requisition may each have a different next number range than a standard PO.
Stat	A user defined code (40/AT) that indicates the next step in the order process.
Description	Text describing the order status that the system retrieves from the user defined code table (system 40/type AT).

Field	Explanation
Other Allowed	This is an optional field indicating a status that can be performed as the next step in the order process. Although this is not the preferred or expected next step, this field is an allowed override. The system does not allow you to initiate an order line step or status not defined as either the expected next status or an allowed status. Other allowed status codes let you bypass processing steps. These codes are often referred to in processing options as "override next status codes."
Ledger Record (Y/N)	A code that tells the system to write a record to the history table (F42199 for Sales Order Management and F43199 for Purchase Order Management). Valid codes are: Y – Write a record for selected fields to the history table N – Do not write a record to the history table

51.1.2 What You Should Know About

Topic	Description
Using status codes	You can use the order activity rules for the following: ■ To locate the status of an order ■ To select orders for a procedure ■ To prepare reports based on the current status of an order
Copying or editing an Order Activity Rule	You can copy an order activity rule by accessing a current combination of an order type and a line type combination and making the necessary changes. You cannot delete an order activity rule if it has active orders against a status and line type. If a line type is protected there is an active order in the file at the particular status associated to that line type.

52

Set Up Order Templates

This chapter contains these topics:

- Section 52.1, "Overview,"
- Section 52.2, "Creating a Standard Template,"
- Section 52.3, "Updating an Existing Template,"
- Section 52.4, "Creating a System-Generated Template."

You create and assign order templates to speed up the order entry process. A template contains information about frequently ordered items.

52.1 Overview

A standard template applies to all customers. For example, you might want to create an OFFICE template that lists the most frequently ordered office supplies. Or, you could identify a standard template that lists all of the most frequently ordered items regardless of their classification.

You should regularly update existing order templates to ensure that the order entry process remains accurate and efficient. For example, you might need to change the quantities or sequences on an existing template.

After a customer has an established ordering history, you can have the system automatically create order templates. The Customer Template Rebuild program is a standard JD Edwards World batch program. After you have entered orders for a customer and run the Update Customer Sales programs, the system creates a record of the customer's ordering history in the Sales Order Detail History table. You can identify the appropriate data selection criteria and run the Customer Template Rebuild program to do the following:

- Create a standard template based on sales history
- Update a template based on current sales patterns

52.1.1 Before You Begin

- Create a user defined code name for all templates. See Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*.

52.1.2 What You Should Know About

Topic	Description
Deleting a template	You can delete any order template, whether you created it manually or automatically. When you delete a template name, you should also remove the user defined code on User Defined Code Revisions. If you delete a customer's default template, you should also change the information in the customer billing instructions.
Creating a customer-specific template	A customer-specific template contains the customer's Address Book number and includes only that customer's most frequently ordered items and quantities. You can create multiple templates for a customer, or you can use the same template for more than one customer. See Chapter 4, "Work with Detail Information" for more information and procedures.

See Also:

- Chapter 9, "Enter Sales Orders with Templates."

52.2 Creating a Standard Template

Navigation

From Sales Order Management (G42), choose hidden selection 27

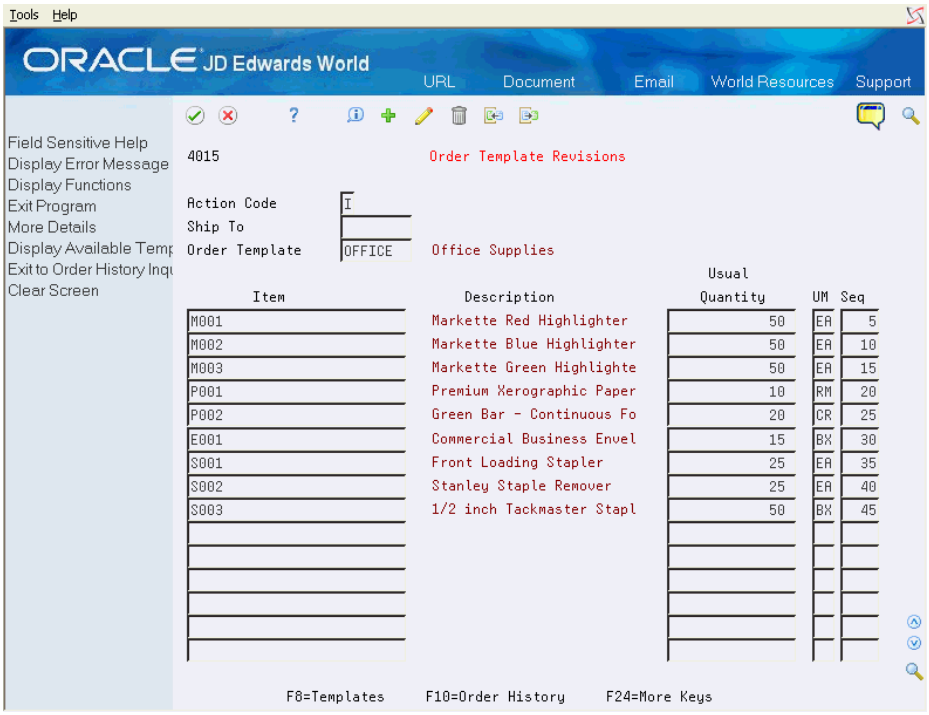
From Sales Order Advanced & Technical Operations (G4231), choose Order Template Revisions

You create a template for frequently ordered items to speed up the order entry process. You can create a standard template that applies to all customers and assign it to display every time you enter an order.

To create a standard template

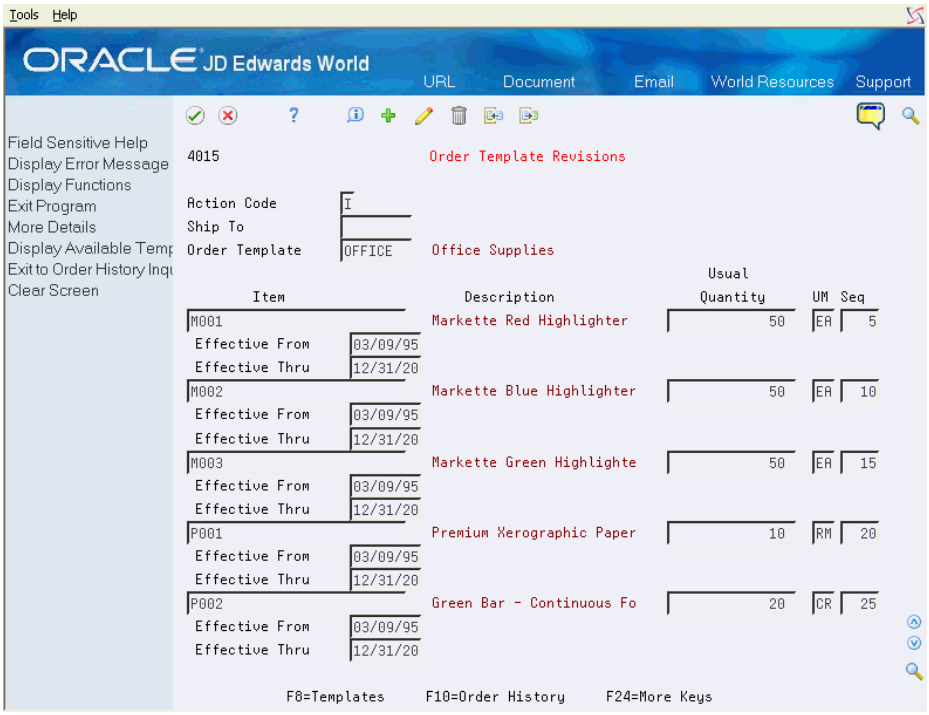
On Order Template Revisions

Figure 52–1 Order Template Revisions screen



1. Access the User Defined Codes Window from the following field:
   - Order Template
2. Complete the steps to set up user defined codes.
3. Return to Order Template Revisions.
4. On Order Template Revisions, complete the following fields:
   - Order Template
   - Item
5. Access the detail area.

Figure 52–2 Order Template Revisions (Detail) screen



6. Complete the following optional fields for each item:
   - Effective From
   - Effective Thru

Field	Explanation
Order Template	A list of items that you frequently order. The items are often grouped based on the product type, such as fuels, lubricants, packaged goods and so forth.
Usual Quantity	The quantity that is usually ordered.
Seq	A sequence or sort number that the system uses to process records in a user defined order.

52.2.1 What You Should Know About

Topic	Description
Assigning a standard template	You can create as many standard templates as you need. You assign one standard template to a customer through Customer Billing Instructions. This template will then display each time you enter an order for the customer. However, you can also access all of the other templates during Sales Order Entry (P4211) by setting processing options 70 and 71.

52.2.2 Processing Options

See Section 71.1, "Order/Supplier Template Revisions (P4015)."

52.3 Updating an Existing Template

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Order Template Revisions

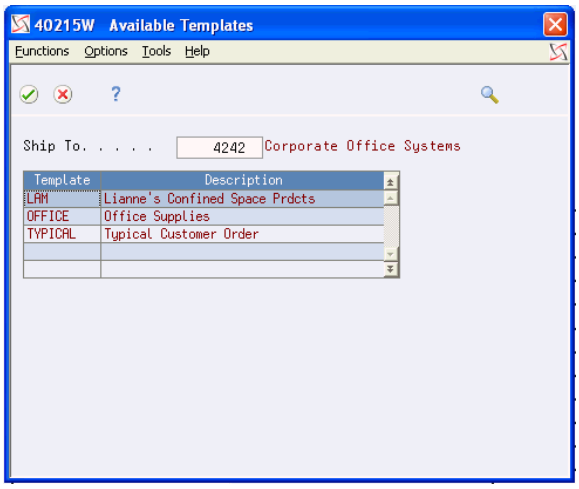
To ensure the accuracy and efficiency of the order entry process, you should maintain current templates. You can change the items, quantities, or sequences on any existing template at any time.

To update an existing template

On Order Template Revisions

1. Complete one of the following fields:
   - Ship To
   - Sold To
2. Access the Available Templates window.

Figure 52–3 Available Templates window



The system displays all of the templates assigned to the customer.

3. On Available Templates, choose the template you want to review and update.
4. Change the information in one or more of the following fields:
   - Usual Quantity
   - Unit of Measure
   - Sequence
   - Effective From
   - Effective Thru

52.4 Creating a System-Generated Template

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Customer Template Rebuild

You can use the Customer Template Rebuild program to automate the process of creating templates. Customer Template Rebuild is a batch program that creates a template from a customer's established ordering history.

52.4.1 Before You Begin

- Verify that orders exist for the customer in the Sales Order Detail History table

To create a system-generated template

1. From the Customer Template Rebuild (P42815) versions list, choose the version you want to run.
2. Set the data selection criteria to choose a specific customer and to control the selection of items that will appear on the template.
3. Submit the batch job.

52.4.2 Processing Options

See Section 71.2, "Customer Template Rebuild (P42815)."

53

Set Up Order Hold Information

This chapter contains these topics:

- Section 53.1, "Overview,"
- Section 53.2, "Defining Order Hold Codes,"
- Section 53.3, "Setting Up Minimum and Maximum Order Amounts,"
- Section 53.4, "Setting Up Order Hold Codes for Credit Checking,"
- Section 53.5, "Setting Up Order Hold Codes for Margin Checking,"
- Section 53.6, "Partial Order Hold Codes,"
- Section 53.7, "Discrepancy Hold Codes."

You can put an order on hold to prevent the order from being processed. You might want to do this because the order:

- Does not meet the minimum order amount
- Exceeds the customer's credit limit
- Does not meet or exceeds your sales margin

53.1 Overview

You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. For example, you can define minimum and maximum order values. If the total order amount is not within this range, the system assigns the hold code to the order to place the order on hold and stop further processing.

You can also define sales margin and credit holds. Based on this information, the system places an order on hold if the order or order line does not meet the sales margin. The system also places an order on hold if the order exceeds the customer's credit limit.

You must specify hold codes in the sales order entry processing options to activate hold codes. To continue processing an order, you must release all orders in the Order Release program.

53.1.1 Before You Begin

- Verify that you have set up the hold codes in user defined codes. See Reviewing User Defined Codes in the *JD Edwards World Common Foundation Guide*.

- Verify that you have specified hold codes in the sales order entry processing options. See Chapter 4, "Work with Detail Information" for the processing options that activate hold codes.

See Also:

- Chapter 11, "Work with Order Releases."

53.2 Defining Order Hold Codes

Navigation

From Sales Order Management (G42), choose hidden selection 29

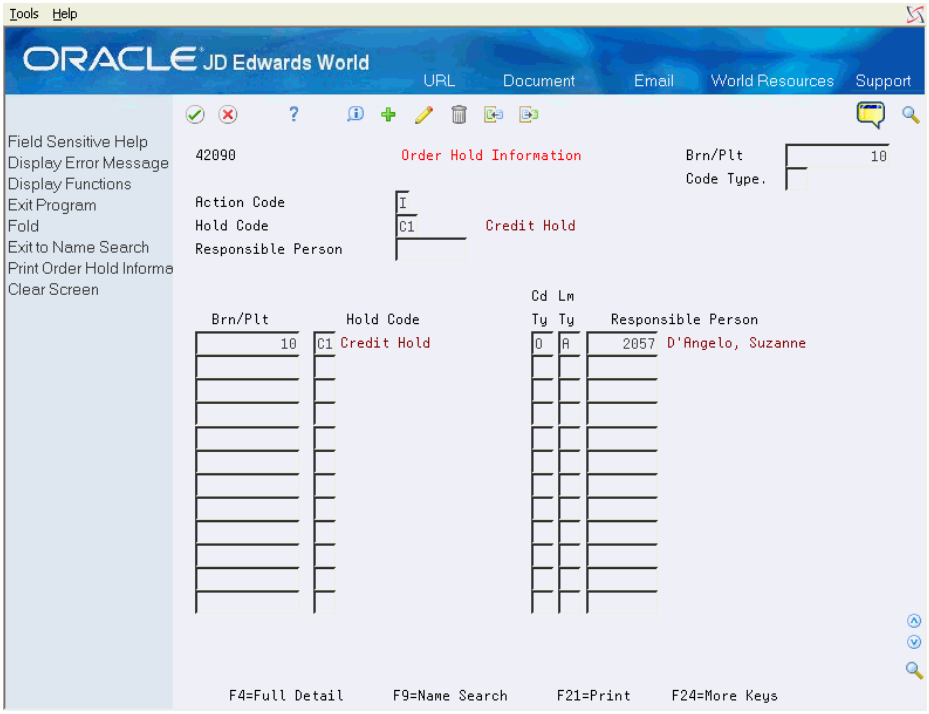
From Sales Order Management Setup (G4241), choose Order Hold Information

You can set up order hold information that the system uses to place orders on hold. The system applies this information if you set the appropriate processing options for the Enter Orders (Page Mode) program.

To define order hold codes

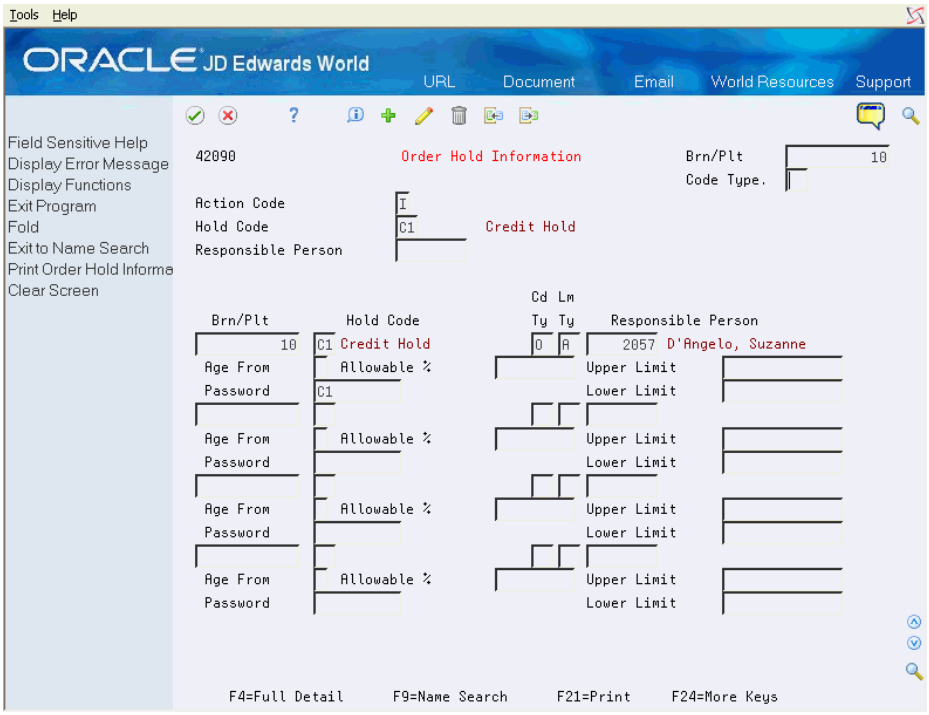
On Order Hold Information

Figure 53–1 Order Hold Information screen



1. Complete the following fields:
   - Branch/Plant
   - Hold Code
   - Responsible Person
2. Access the detail area.

Figure 53–2 Order Hold Information (Detail) screen



3. Complete the following fields:
   - Password

53.2.1 What You Should Know About

Topic	Description
Locating existing hold codes	You can search existing hold codes by hold code, branch/plant or responsible person.
Setting up hold codes in customer billing instructions	If you specify a hold code in customer billing instructions, the system defaults the hold code into the header of the sales order and displays an error message when the order is accepted. The sales order must be released from hold before it can be processed further in the system. This hold code works in conjunction with other hold code set up in the processing options. See Chapter 48, "Set Up Customer Billing Instructions" for field information.

Topic	Description
Updating order hold information	You can use the Batch Order Holds program to update a customer's existing order with a hold code that has been entered in customer billing instructions. For example, if you have entered an order before you have reconciled administrative issues with a customer, you can withdraw the order from the processing cycle by placing the order on hold. After you set up the hold code in customer billing instructions, you can run the Batch Order Holds program to update a customer's open sales orders. This batch program can be run on an individual customer or all customers with hold code fields that are non-blank.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Tools Guide* for more information.

53.3 Setting Up Minimum and Maximum Order Amounts

Navigation

From Sales Order Management (G42), choose Customer Revisions

From Customer Revisions (G4221), choose Customer Billing Instructions

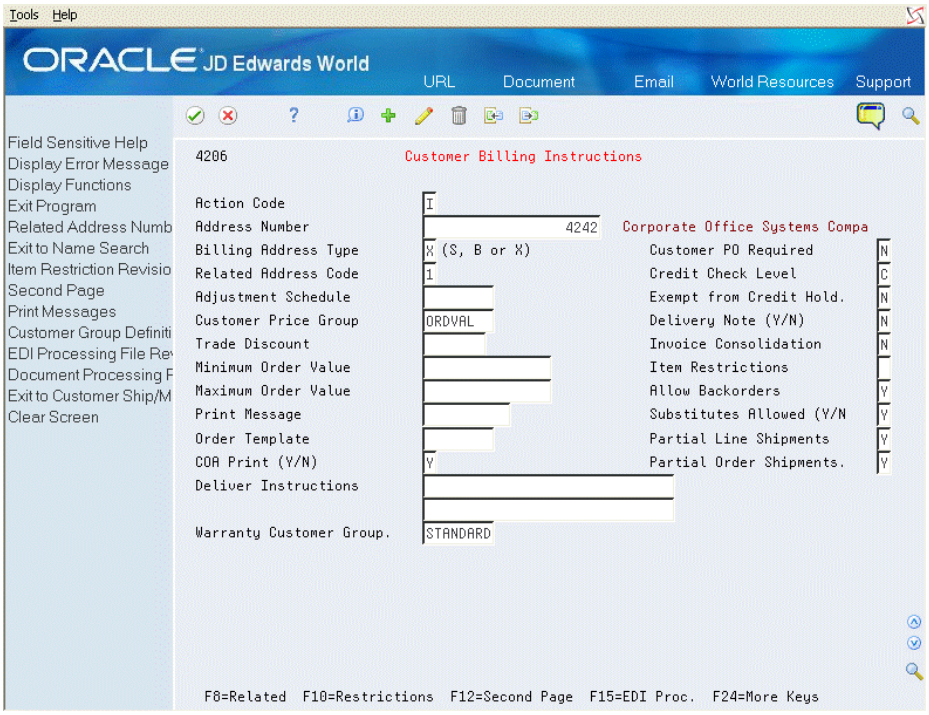
You can set minimum and maximum order amounts that your customer must order before the system advances the order through the processing cycle. For example, you might offer your customer a trade discount if the customer orders a minimum amount.

After you have activated this hold process with the corresponding processing options in the sales order entry program, the system compares the minimum and maximum values with the order amount. If the order amount is not within the appropriate range, the system displays an error message and does not process the order.

To set up minimum and maximum order amounts

On Customer Billing Instructions

Figure 53–3 Customer Billing Instructions screen



Complete the following fields:

- Minimum Order Value
- Maximum Order Value

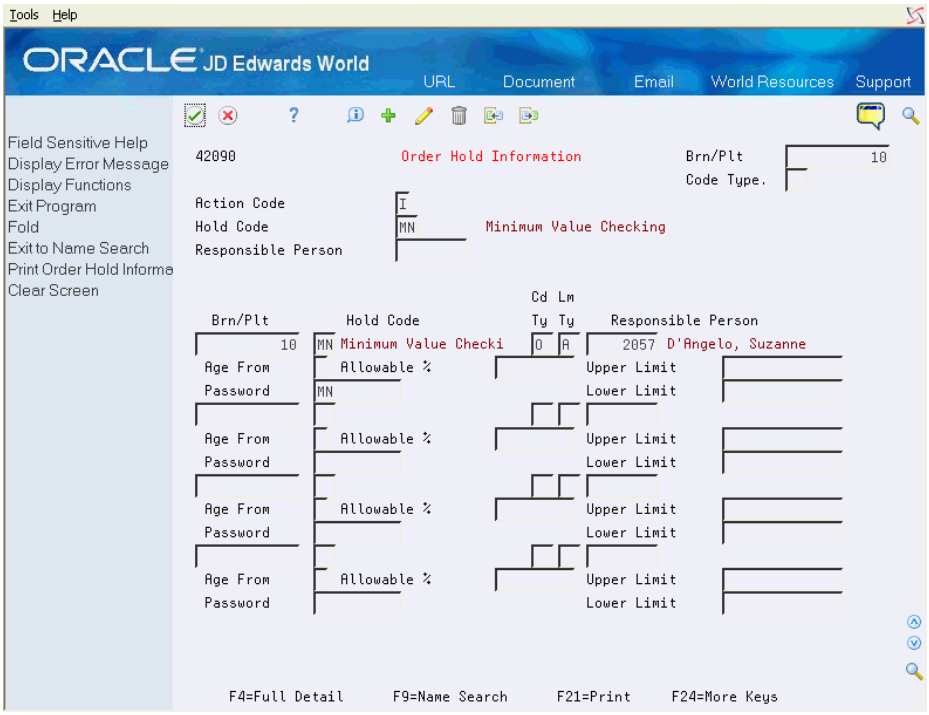
Field	Explanation
Maximum Order Value	Value above which an order is placed on hold. This process is activated by a processing option in Sales Order Entry. If you try to enter an order whose total is more than the maximum order value, the system displays an error message. This field is maintained as an integer without decimals.
Minimum Order Value	Value below which an order is placed on hold. This process is activated by a processing option in Sales Order Entry. If you try to enter an order whose total is less than the minimum order value, the system displays an error message. This field is maintained as an integer without decimals.

To set up order hold codes for minimum and maximum order amounts

On Order Hold Information

1. Complete the following fields:
   - Branch/Plant
   - Hold Code
   - Responsible Person
2. Access the fold area.

Figure 53–4 Order Hold Information screen



3. Complete the following fields:
   - Code Type (set to O for order)
   - Limit Type (set to A for amount)
   - Password

53.4 Setting Up Order Hold Codes for Credit Checking

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Order Hold Information

You can set up a credit hold code to automatically compare the credit limit that you set up for your customer against the order and any outstanding balance in accounts receivable. For example, you can set a customer's credit limit (via Address Book Control Revisions) to $1,000. If your customer has an accounts receivable balance of $100, the order must be $900 or less or the system will place the order on hold. A zero or blank amount is considered no credit allowed for the customer. If an unlimited credit limit is desired, the user can set a maximum limit by entering a large number, such as 999999999999999. The Credit Limit is the maximum negative balance that a customer can be assigned and is stored in the Customer Master file (F0301) as an integer.

You can also specify a hold based on the percentage of the outstanding balance in accounts receivables. You must specify aging periods, such as 0 to 30 days or 31 to 60 days, to verify balance information. If you specify the 31 to 60 day period, the system does not include balance information from the first period in its comparison.

For example, a customer has a total accounts receivable balance of $6,000, $5,000 in the 0 to 30 day period and $1,000 in the 31 to 60 day period. You set up a hold based on the

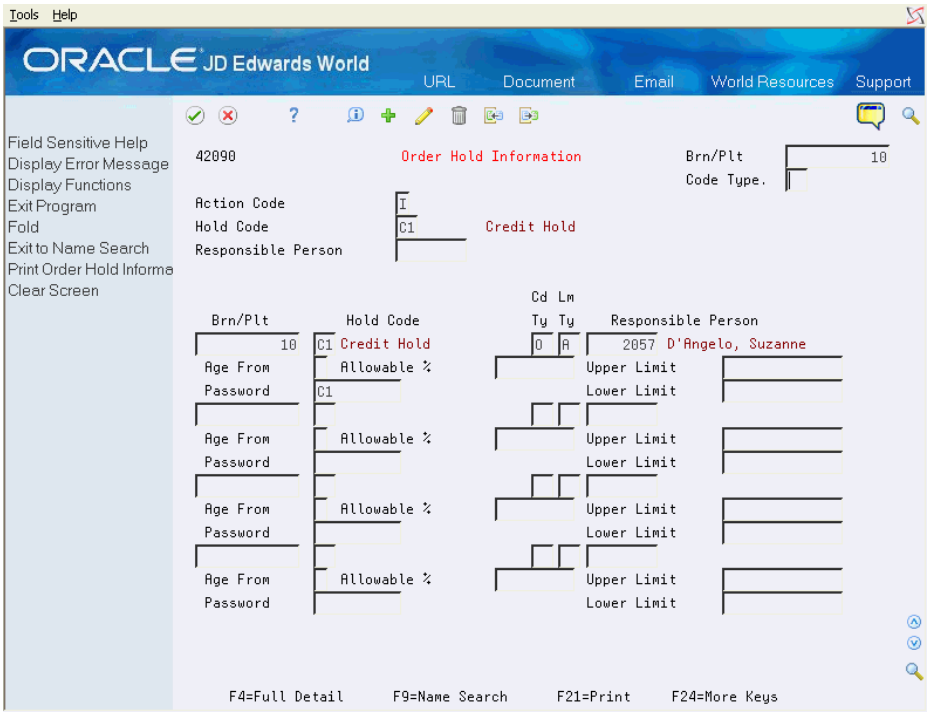
percentage of the outstanding balance to be 20% of the total accounts receivable balance. You specify the 31 to 60 day aging period for the system to compare against the allowable percentage. Based on this information, the maximum allowable outstanding balance for the 31 to 60 day period is $1,200. With an outstanding balance of $1,000 in the 31 to 60 day aging period, this customer would pass a credit check.

To set up order hold codes for credit checking

On Order Hold Information

1. Complete the following fields:
   - Branch/Plant
   - Hold Code
   - Responsible Person
2. Access the fold area.

Figure 53–5 Order Hold Information (Fold) screen



3. Complete the following fields:
   - Aging From
   - Allowable Percent
   - Password

Field	Explanation
Code Type	A code that determines whether the hold code applies to an individual line within an order (L) or the order as a whole (O). For credit holds, the hold code applies to the whole order. For margin holds, you can apply the hold code to a line or the whole order. For the margin hold by line, the system still places the hold code on the header of the Sales Order and the entire order shows as on hold. The individual line on hold shows in the Held Orders file (F4209). *Form-specific information* Use the first Code Type field for inquiries. You can enter the code that identifies the type of hold code you want to review. You must complete the second Code Type field when you add a new hold code.
Hold Code	A user defined code (table 42/HC) that identifies why an order was placed on hold (for example, credit, budget, or margin standards were exceeded). *Form-specific information* Enter the Hold Code that you want to review in the first Hold Code field. You define hold codes (user defined code table 42/HC) to identify why a particular order was placed on hold. Enter each hold code that you want to define in the Hold Code column. This is a required field when you add a new code. The system retrieves the description from the user defined code table 42/HC.
Responsible Person	The address book number of the person that is responsible for reviewing and releasing orders placed on hold.
Lm	A code that indicates whether there is an amount limit (A) or a percentage limit (%) for the order. Limit type typically applies only on order or line gross margin limits.
Age From	Number that designates the aging period the system should use when you specify a credit check based on the aging of the customer's accounts receivable. *Form-specific information* This field is required for credit checking when you enter a value in the Allowable % field.
Allowable %	Number that tells the system what percentage of total receivables to accept in the column specified in the Age From field. When aging credit checking is used, the allowable % field is required entry. For example, Your customer has a total A/R balance of 10,000 and 2,500 of that is in the 31-60 day column. The Age From value is 3 (31-60 days) and the Acceptable % value is 10 (10%). Therefore, this customer could have as much as 1,000 (10,000 x 10%) in columns 3 through 6 and still pass this credit check. Since the customer has more, the system will place its orders on hold.

53.5 Setting Up Order Hold Codes for Margin Checking

Navigation

From Sales Order Management (G42), choose hidden selection 29

From System Setup (G4241), choose Order Hold Information

You can set up a hold code to verify that all sales orders or sales order detail lines meet any margin that you specify. The margin can be calculated based on a percentage or an amount as defined in the Line Type field.

53.5.1 Margin Formulae

This section describes margin percents and margin amounts.

53.5.1.1 Margin Percent

The system uses the following equation to calculate margin percent:

(Price - Cost) / Price = Margin

For example, if you purchase an item for $.42 and sell it for $1.00, the calculation is:

(1 - .42) / 1 = .58 or 58%

You can set up a hold code that verifies the sales margin percentage of a detail line or an entire order. If you set up a hold code that compares the sales margin to detail lines in the sales order, the system verifies that each detail line is between the minimum and maximum margins that you specify. For example, if your sales margin is between 25% and 27%, but the margin for one item is 28%, the system places the order on hold.

You can set up hold code information that verifies the sales margin of the order total. The system verifies that the order total meets the minimum and maximum margins that you specify. For example, if your sales margin is between 25% and 27%, and the margin for one item is 28%, but the margin for your order total is 25%, the system will not place the order on hold.

53.5.1.2 Margin Amount

The system uses the following equation to calculate margin amount:

Price - Cost = Margin

For example, if you purchase an item for $10 and sell it for $25 the calculation is:

$25 - $10 = $15

If your upper and lower limits were set at $25 and $10 respectively, the calculated amount would fall within the margin so the order would not be put on hold.

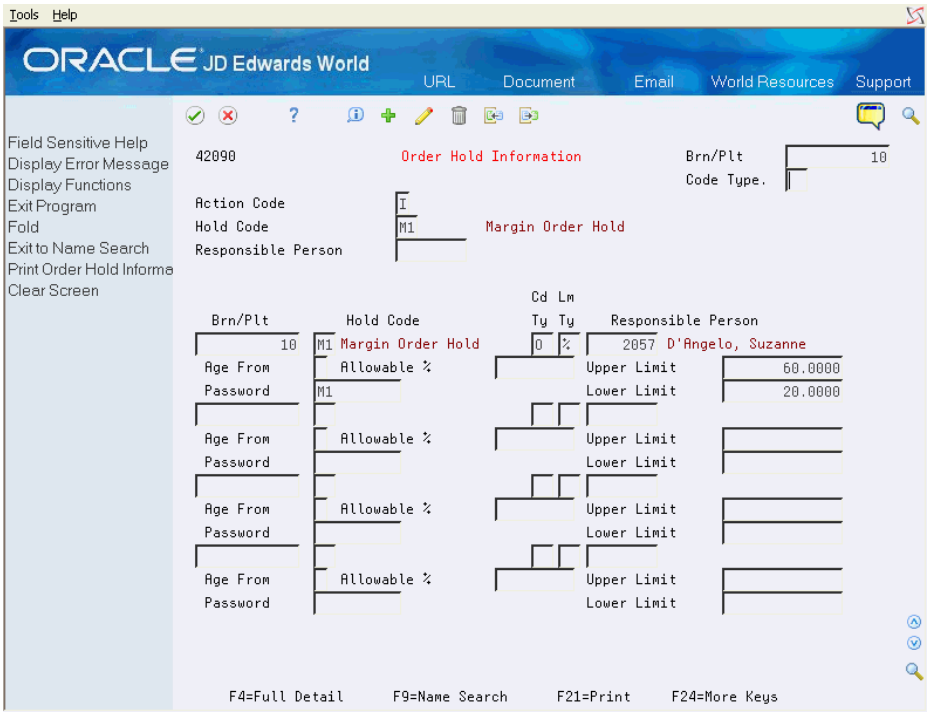
Note: Upper and Lower Limits are used in the Order Hold Information for both percent and amount holds.

To set up order hold codes for margin checking

On Order Hold Information

1. Complete the following fields:
   - Branch/Plant
   - Code Type
   - Hold Code
   - Limit Type
   - Responsible Person
2. Access the detail area.

Figure 53–6 Order Hold Information (Detail) screen



3. To enter margin information, complete the following fields:
   - Password
   - Upper Limit
   - Lower Limit

Field	Explanation
Password	A series of characters that you must enter before the system updates a table. In the Distribution systems, the password secures commissions setup and the release of held orders. Only users with access to the password can release an order. The system does not display the password on the form. You should not enter blanks anywhere in the password.
Upper Limit	The upper or maximum amount to be compared. Only positive numbers are accepted in this field.
Lower Limit	A number that indicates the lower limit that the system uses as the low end of the range of acceptable margin percentages or amounts. You can establish a minimum gross margin percentage or amount for an order or for an individual order line. Only positive numbers are accepted in this field.
Responsible Person	Only one Responsible Person can be assigned to each hold code.

53.5.2 What You Should Know About

Topic	Description
Placing a hold on sales orders during sales order entry	You can manually enter a hold code in the order heading information. A value in the hold code field prevents the system from processing the order. See Chapter 3, "Work with Header Information" for more information.
Placing a hold in customer billing instructions	You can specify a hold code in customer billing instructions. The system does not process the customer's orders through the sales order process until the person responsible for reviewing that customer's orders releases the order into the processing cycle. See Section 48, "Set Up Customer Billing Instructions" for more information.
Order and Line Basis	Both order and line basis margin holds can be used at the same time.
Multiple Holds	For each hold on an order there is a record on the Held Orders file (F4209). There can be multiple records on this file, however only one hold code is supported on the Sales Order Header file (F4201). In Sales Order Entry (P4211) you can display all the holds by putting the cursor on the Hold code and pressing F2. Once the specific hold is removed, the next hold code on the Held Orders file will be populated onto the Sales Order Header file.

53.6 Partial Order Hold Codes

A partial order hold is used to prevent a sales order from being processed when the entire order is not ready for further processing. Some customers may prefer that the order be shipped only when all the items are available to ship. In order to activate partial order holds, processing option 29 behind Sales Order Entry (P4211) must be set appropriately.

Partial holds are applied automatically at the order line level whenever an item quantity is backordered. As with other holds, a record is written to the Held Orders file (F4209).

Since partial hold codes work at the detail level, you cannot manually type the partial hold code into the order header.

To use partial order hold codes the following setup must exist:

- Backorders must be allowed for the items and customer you are working with. See Section 4.7, "Backorder Processing."
- The customer must also be setup to not allow partial shipments, so that the system does not ship out a partial order when one or more lines is backordered. This is achieved by setting the Partial Order Shipments Allowed field (SI01) to 'N' in the Customer Billing Instructions (P4206).
- In Sales Order Entry (P4211), processing option 48 must be set to 1 or 3 to activate backordering, whilst processing option 29 must be set to PH or whatever hold code you are using for partial holds. Remember that if you are defining your own partial hold code, it must have been setup in UDC table 42/HC.

Order lines on partial hold can be released by the Backorder Release programs (P42117 and P42118) when there is sufficient quantity to completely fill the line. This will only happen when the partial hold code has been entered in processing option 14 of P42117 or processing option 9 of P42118.

Note: If you want to release an order with a partial hold code from the Release Held Orders program (P42070), the partial hold code must have been setup in the Order Hold Information program (P42090). Be aware that releasing partially held orders this way will result in partial shipments.

53.7 Discrepancy Hold Codes

A discrepancy hold is a unique code used by only a few of the JD Edwards World programs such as Recurring Batch Order Edit/Creation (P40211Z).

You enter the discrepancy hold code to use in processing option 15 of P40211Z. This will cause the program to edit the batch orders for the following:

- Freight terms
- Payment terms
- Price tolerance

If there is a discrepancy in the batch data, the system creates the order and places it on a discrepancy hold. You can review the held orders in the Batch Order Creation Exception report, and release them using the Release Held Orders program (P42070).

See Also:

- Chapter 7, "Work with Recurring and Batch Sales Orders" in this guide.

54

Set Up Commission Information

This chapter contains these topics:

- Section 54.1, "Overview,"
- Section 54.2, "Setting Up a Sales Group,"
- Section 54.3, "Assigning Commission Information,"
- Section 54.4, "Setting Up Additional Commission Information,"
- Section 54.5, "Reviewing Commission Information."

To define commission information in the Sales Order Management system, you must associate a salesperson or a sales group, a commission percentage, a customer, and an order type.

You can specify the method that the system uses to calculate commission percentages. A commission percentage is the percentage of an order calculated from the gross margin, or the order total that is distributed to a salesperson or a group of salespeople. If you set up commissions based on the gross margin, the system will calculate the sales margin for the order or line before calculating commissions.

54.1 Overview

You can set up your commission information to reflect your company's sales environment. You can assign a maximum of two salespeople or two sales groups to each customer. After you enter an order and update customer sales, the system applies a calculated commission amount to the salesperson's address book number or the address book number of each salesperson in the sales group. After the sales update, you can review commission information to ensure that your salespeople receive the correct amount.

You can set up a sales group to distribute commissions to a group of two or more salespeople who contribute to a customer's sale. For example, if your sales group consists of a sales manager, account representative, and sales assistant, you assign a group code that represents the three salespeople. Sales groups are useful for identifying salespeople who are responsible for a customer's orders and maintaining multiple commission percentages.

You can set up commission percentages according to your company's commission payment policies. You can distribute commissions by entering a fixed commission percentage or variable commission percentages. When you set a fixed commission percentage, the system applies the same percentage for any order type that generates a commission.

You can also set variable commission percentages for an individual salesperson. The system includes variables, such as effective dates, order types, fixed costs and minimum amounts, before calculating commissions. For example, you might have a different commission percentage for sales orders than you have for blanket orders. Or, you might need to deduct fixed costs from an order before you calculate commissions.

If you assign a sales group to a customer, you can distribute commissions on a fixed commission percentage. You can set a fixed percentage that distributes the same commission percentage to each salesperson within a group.

You can also set a variable commission percentage for the group or variable commission percentages for salespeople within the sales group. If commission percentages differ within a group, you can set up different commission percentages for each salesperson. For example, a manager might have a higher rate of commission than a sales assistant.

54.1.1 Before You Begin

- Verify that address book numbers exist for all salespeople. See Working with Basic Address Book Information in the *JD Edwards World Address Book and Electronic Mail Guide*.
- Verify that you have set the processing options for the Sales Update program to update the commission information. See Chapter 34, "Update Sales Information."

54.1.2 What You Should Know

Topic	Description
Applying commissions during order entry	To apply salesperson or sales group and commission information to a single order, enter the information in the order header during order entry. The salesperson and commission information overrides any default information for the order. See Chapter 3, "Work with Header Information."
Applying commissions to an order detail line	To apply salesperson or sales group and commission information to a single line within an order, enter the commission information in the order detail information. The commission information applies only to this order line. The system also calculates the commission percentages for the sales number that you specified in the order header information. See Chapter 4, "Work with Detail Information."
Locating commission information	You can review the commission information on the Commission/Royalty Inquiry form to verify that the salespeople received the correct amount, or, to change the commission information, if necessary. You must perform Update Customer Sales (P42800) before you review commission information. Processing option 14 (commissions) controls whether the program updates the Sales Commission file (F42005).
Creating commission reports	You can create reports of commission information from the Sales Order Ledger file (F42199) and the Sales Order History file (F42119).

54.2 Setting Up a Sales Group

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Commission/Royalty Setup

From Commission/Royalty Setup (G4223), choose Related Salesperson

You set up a sales group to distribute commissions to a group of two or more salespeople who are responsible for a customer's order. For example, if your sales group consists of a sales manager, account representative, and sales assistant, you assign a group code that represents the three salespeople.

After you enter an order and update customer sales, the system applies the corresponding commission amounts to the address book numbers of the salespeople in the sales group.

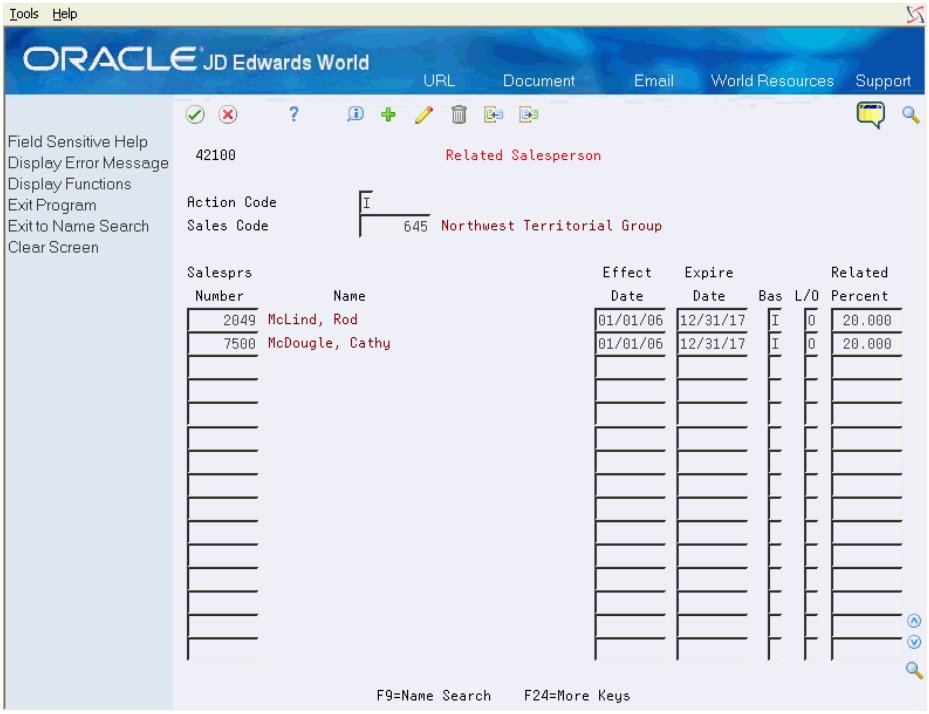
54.2.1 Before You Begin

- Verify that you have set up a code for the sales group in the user defined code table (42/RS). See Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*.

To set up a sales group

On Related Salesperson

Figure 54–1 Related Salesperson screen



Complete the following fields:

- Sales Code
- Salesperson Number

- Effective Date
- Expire Date
- Basis (optional)
- Code - Line or Order (optional)
- Related Percent (optional)

Field	Explanation
Sales Code	A code that you use in place of the salesperson number when more than 2 salespersons are responsible for an order.
Salesprs Number	The standard for commission calculations requires a maximum of two salespersons and respective commission rates for each order line. To create a commission liability for more than two salespersons, you can relate individuals or entities (for royalties) to a single order line. To do so, set up a sales/commission/salesperson code that represents not one but many salespersons in the related salesperson file. The system inserts this code in the billing instructions record for any customer or during sales order entry to create multiple commission records at the appropriate point in the order processing cycle (one record for each related salesperson). *Form-specific information* The address book number of this salesperson.
Effect Date	The date on which a level within a pricing method takes effect. There can be multiple records within a pricing method that have the same level identifier, discount percentage, and so forth, with the only difference being the effective date. This may occur due to special promotion periods. *Form-specific information* The date on which this commission percentage is effective.
Expire Date	The date a particular pricing level within a pricing method expires. Within a pricing method there might be multiple records that have the same level identifier, discount percentage and so forth, but have different expiration dates. This might occur due to special promotion periods. *Form-specific information* The date on which this commission percentage expires.
Basis	A code that designates whether the system calculates commission using invoice amount (I) or gross margin (G) The default is invoice amount.
Code - Line or Order	A code that identifies whether the system bases commissions on order totals (O) or line totals (L). The default is order total.

Field	Explanation
Related Percent	The percent of the sale for which a related salesperson is responsible. A related salesperson is any salesperson in a designated (related) sales group. For a given group, the percent of the sale does not have to equal 100%.

54.2.2 What You Should Know

Topic	Description
Deleting a salesperson from a group	To delete salesperson information, inquire on the existing group, change the action code to C and clear out the information that is to be deleted. Simply placing a D in the action code is not a valid method for deleting records in this program. Related Salesperson information is stored in the Related Salesperson file (F42003).
Variable commission rates within a group	You can set a variable commission percentage for the group or variable commission percentages for salespeople within the sales group. If commission percentages differ within a group, you can set up different commission percentages for each salesperson. For example, a manager might have a higher rate of commission than a sales assistant.
Setting fixed commissions with additional variables	You must assign each salesperson's address book number to the group code in Related Salesperson but specify the additional commission information and fixed commission percentage in Commission/Royalty Information.
Import/Export	This program supports Import/Export Functionality. See the*JD Edwards World Technical Tools Guide* for more information.

54.3 Assigning Commission Information

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Customer Billing Instructions

You can set up your commission information to reflect your company's sales environment. You can assign a maximum of two salespeople or two sales groups to each customer. After you enter an order and update customer sales, the system applies a calculated commission amount to the salesperson's address book number or the address book number of each salesperson in the sales group.

Assigning commission information includes the following tasks:

- Assigning a salesperson or group to a customer
- Assigning fixed commission percentages

You can set up commission percentages according to your company's commission payment policies. You can distribute commissions by entering a fixed commission percentage or variable commission percentages.

When you set a fixed commission percentage, the system applies the same percentage rate for any order. If you assign a group of salespeople to a customer, you can distribute commissions on a fixed commission percentage. However, when you assign a fixed commission percentage in the customer billing instructions for a group, the system distributes the commission amount to the group number. You can use this option if you distribute commissions to an entity, such as a branch office. The system will not automatically divide the fixed commission percentage between the salespeople within the group.

You cannot assign commission percentages in Customer Billing Instructions for a salesperson if you want to calculate variable commission percentages or set up additional commission information. To distribute the same commission percentage to the salespeople within a group, you must specify the commission percentage for each salesperson.

See Also:

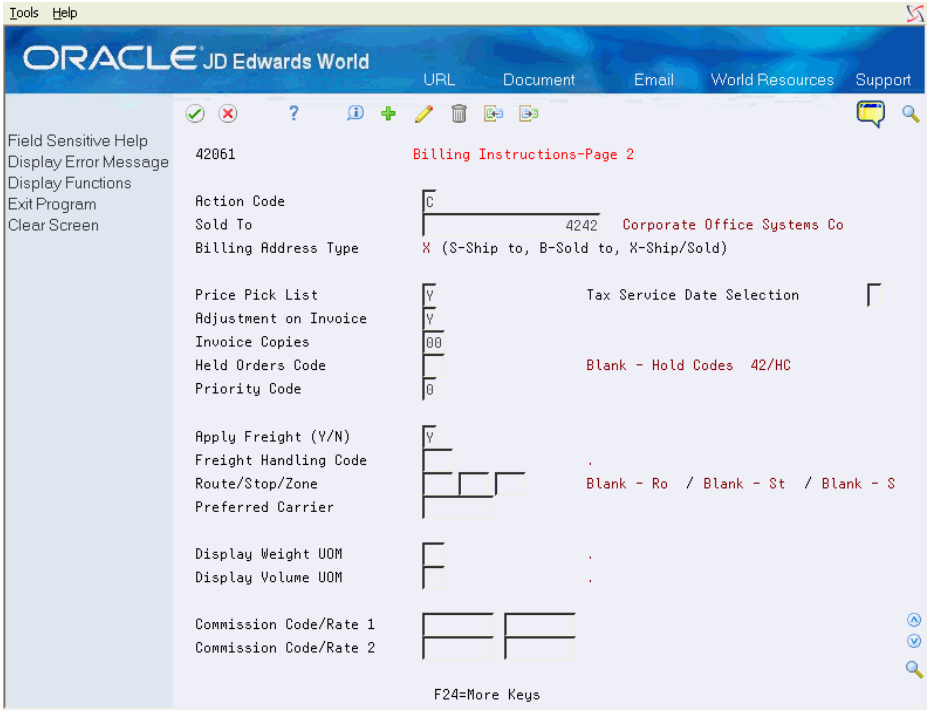
- Section 54.4, "Setting Up Additional Commission Information,"
- Section 48.1, "Setting Up Customer Billing Instructions."

To assign a salesperson or group to a customer

On Customer Billing Instructions

1. To locate a customer, complete the following field:
   - Address Number
2. Access Billing Instructions - Page 2.

Figure 54–2 Billing Instructions - Page 2 screen



3. On Billing Instructions - Page 2, complete the following fields:
   - Commission Code 1

- Commission Code 2

To assign fixed commission percentages

On Customer Billing Instructions

1. You must complete the steps to assign a salesperson or a group to a customer.
2. Access Billing Instructions - Page 2.
3. On Billing Instructions - Page 2, complete the following fields:
   - Commission Rate 1
   - Commission Rate 2

54.3.1 What You Should Know About

Topic	Description
Calculating fixed commission percentages	When you assign a fixed commission percentage in Customer Billing Instructions, the system calculates the commission amount based on the order total.
Sales Order Entry	The commission codes or rates that you enter on the customer billing instructions will be defaulted into the header during Sales Order Entry (P4211). This information can be changed and will apply to all detail lines created for the order unless you modify the information at the order line level. The Commission fields can be suppressed from Sales Order Entry by setting processing option 40.

54.4 Setting Up Additional Commission Information

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Commission/Royalty Setup

From Commission/Royalty Management (G4223), choose Commission/Royalty Information

You can include additional information before calculating the commission amount for a salesperson, a sales group, or salespeople within a group. The system compares the additional commission information such as order type, fixed costs, and effective dates against the order information before calculating the commission percentage. You can designate different commission percentages for order types. For example, you can designate that a salesperson earns 5% commission on a sales order, 2% on a direct ship order, and 7% on a blanket order.

You can also designate commission percentages for a limited period of time with variables that apply during the effective dates. For example, you might specify that a sales trainee earns a 7% commission on sales order totals during the training period. During that time, the order must meet a minimum gross margin amount or the system does not calculate commissions. If the order qualifies for a commission, then you must deduct fixed costs before calculating the commission percentage. After the training period, the salesperson earns a 5% commission on the gross margin of all orders after

the system deducts the fixed costs. You can enter multiple commission percentages at one time when you anticipate changes in the future.

You can assign additional information to a sales group or salespeople within a group. To specify additional commission information for the group, you must assign the additional information to the group code. For example, you can specify that the group must meet the assigned minimum gross margin before the system will calculate the commission. To calculate additional commission information for salespeople within the group, you can assign additional information to each salesperson's number.

54.4.1 Before You Begin

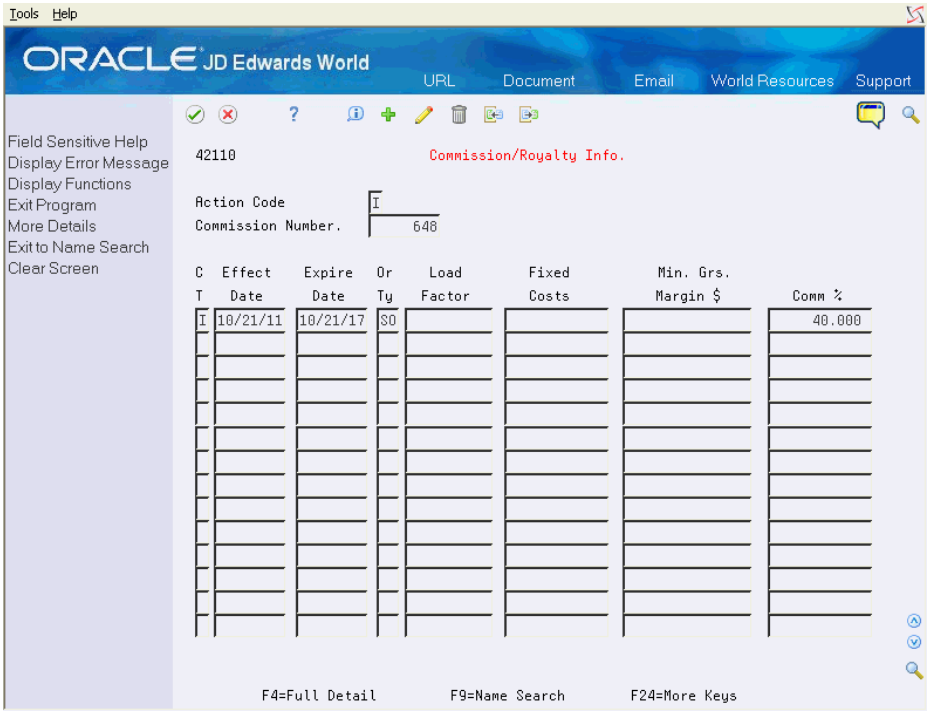
- Verify that you set up a code for the salesperson group in the user defined code table (system 42, type RS).
- Verify that the commission rate codes are blank for each customer in Customer Billing Instructions.

To set up additional commission information

After you complete the steps to assign a salesperson or group to a customer, you can set up additional information.

On Commission/Royalty Information

Figure 54–3 Commission/Royalty Information screen

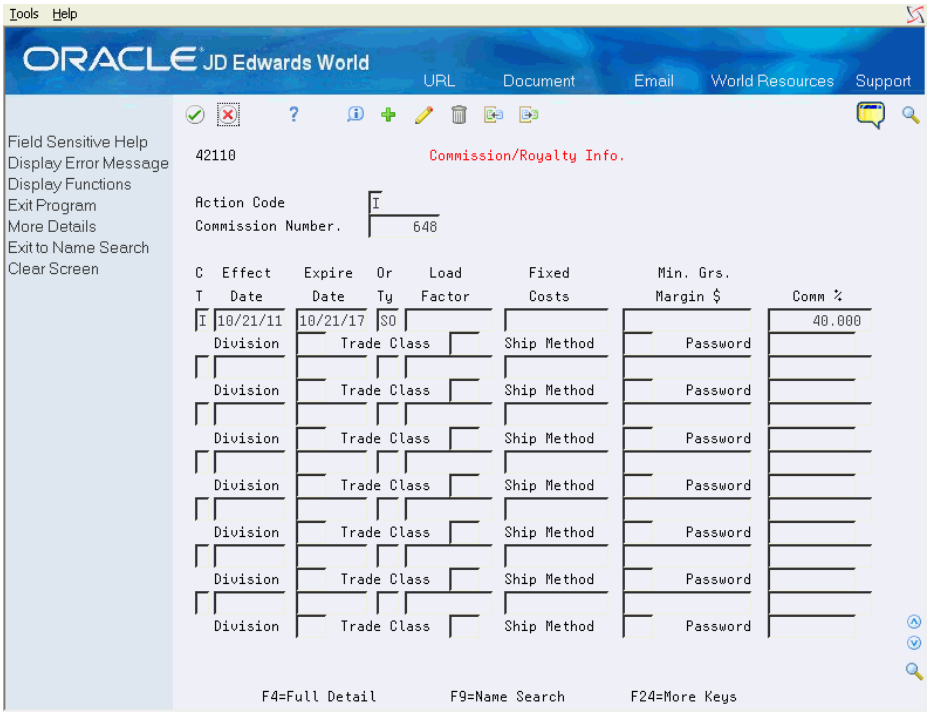


1. Complete the following fields:
   - Commission Number
   - Code Type
   - Effective Date
   - Expire Date

- Order Type
- Load Factor
- Fixed Costs
- Minimum Gross Margin

2. To set a commission percentage for the group, complete the following field:
   - Commission Percent
3. Access the detail area.

Figure 54–4 Commission/Royalty Information (Detail) screen



4. Complete the following fields:
   - Division
   - Trade Class
   - Ship Method
   - Password

Field	Explanation
Commission Code Type	A code that designates whether the system calculates commission using Invoice Amount or Gross Margin. No matter which item the system uses, you should consider an amount as the starting point in the commission calculation and apply loading factors, fixed costs, minimum margins and so on.

Field	Explanation
Or Ty	A user defined code (00/DT) that identifies the type of document. This code also indicates the origin of the transaction. JD Edwards World has reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.) The following document types are defined by JD Edwards World and should not be changed: P – Accounts Payable documents R – Accounts Receivable documents T – Payroll documents I – Inventory documents O – Purchase Order Processing documents J – General Accounting/Joint Interest Billing documents S – Sales Order Processing documents *Form-specific information* A code that indicates the type of order for which this commission percentage is valid. A salesperson (or related salesperson) can receive a higher rate for one type of order over another.
Load Factor	The factor that the system uses as multiplier of product cost. *Form-specific information* A fixed percentage that the system deducts from the sales invoice total (if the commission type is I) or from the gross margin (if the commission type is G).
Fixed Costs	The dollar amount of processing overhead per order. A fixed amount that the system deducts from the sales invoice total (if the commission type is I) or from the gross margin (if the commission type is G).
Min. Grs Margin $	The order-based minimum gross margin. If the gross margin is not equal to at least this amount, then the order does not qualify for a commission.
Comm %	The percentage of an order sales amount payable to the salesperson.
Division	Divisions within the system that have been setup in user defined code table (01/01) that indicates the branch for which this is a valid commission percentage.
Trade Class	Trade Classes within the system that have been setup in user defined code table (01/04) that can be selected as valid for this commission percentage.
Ship Method	A user defined code (42/FR) designating the method by which supplier shipments are delivered. For example, the supplier could deliver to your dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.

Field	Explanation
Password	A series of characters that you must enter before the system updates a table. In the Distribution systems, the password secures commissions setup and the release of held orders. Only users with access to the password can release an order. The system does not display the password on the form. You should not enter blanks anywhere in the password.

54.4.2 What You Should Know About

Topic	Description
Setting up variable commission percentages	You can set up variable commission percentages with additional commission information. You must verify that the commission percentage in Commission and Royalty Information is blank. See Section 54.3, "Assigning Commission Information."
Setting commission information with passwords	If you have set up a password in Commission/Royalty Information, you must enter a password to locate commission information in Commission/Royalty Inquiry or to change commission information.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Tools Guide* for more information.

54.5 Reviewing Commission Information

Navigation

From Sales Order Management (G42), choose hidden selection 29

From System Setup (G4241), choose Commission/Royalty Setup

From Commission/Royalty Setup (G4223), choose Commission/Royalty Inquiry

From Commission/Royalty Setup (G4223), choose Commission/Royalty Inquiry

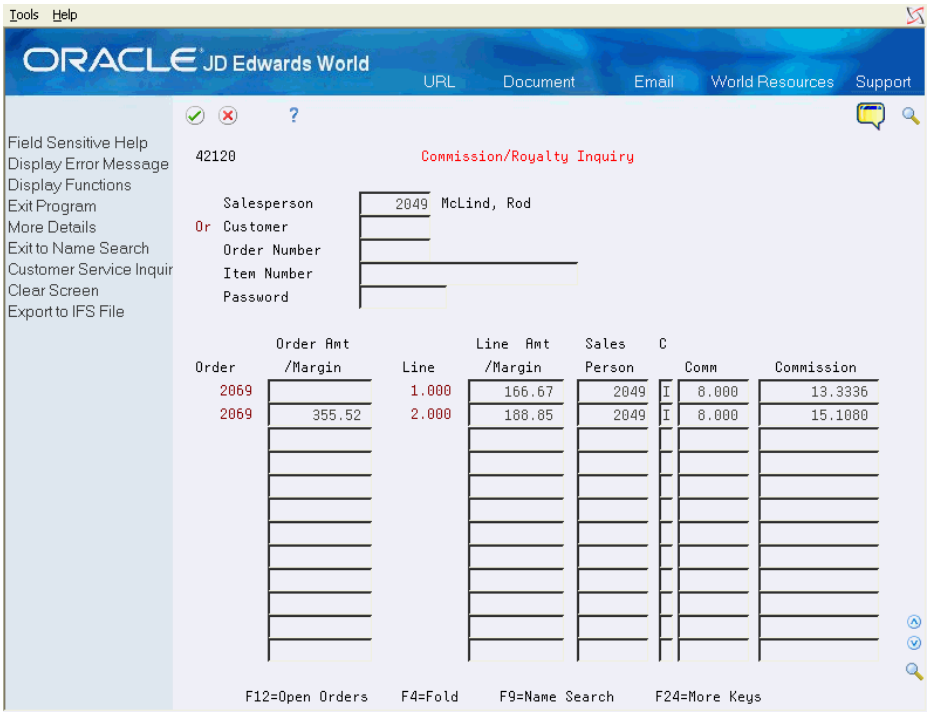
You can set up your commission information to reflect your company's sales environment. You can assign a maximum of two salespeople or two sales groups to each customer. After you enter an order and update customer sales, the system applies a calculated commission amount to the salesperson's address book number or the address book number of each salesperson in the sales group by populating the Sales Commission File (F42005).

After the sales update, you can review commission information to ensure your salespeople receive the correct amount. If necessary, you can modify existing information if you have proper security access.

To review commission information

On Commission/Royalty Inquiry

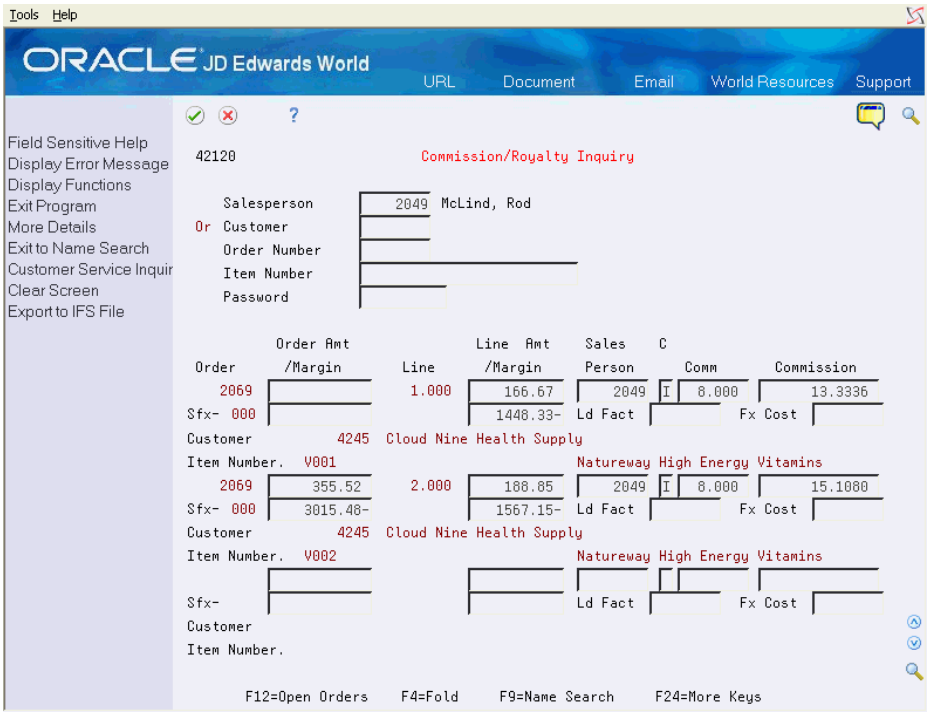
Figure 54–5 Commission/Royalty Inquiry screen



Use the first processing option behind the inquiry program to select whether the commission is calculated by line 'L' or by order 'O'.

1. Complete one of the following fields:
   - Salesperson
   - Customer
   - Order Number
   - Item Number
2. Review the information in the following fields:
   - Order/Amount Margin
   - Line Amount/Margin
   - Salesperson
   - Commission Code Type
   - Commission Percent
   - Commission Amount
3. Press F4 for More Details and review the following fields:
   - Load Factor
   - Fixed Cost

Figure 54–6 Commission/Royalty Inquiry (Detail) screen



4. To revise any information, complete the following field:

- Password

Field	Explanation
Commission $	The system computes this dollar amount as a potential commission liability. Based upon the sales amount at the order or line level, this amount might be the result of cost of sales, overhead "load" factor, minimum gross margin, and so forth. See Section 54.1, "Overview."
Comm %	The percentage of an order sales amount payable to the salesperson.
Ld Fact	The Load Factor that the system uses as multiplier of product cost. *Form-specific information* A fixed percentage that the system deducts from the sales invoice total (if the commission type is I) or from the gross margin (if the commission type is G).
Fx Cost	The Fixed Cost dollar amount of processing overhead per order. This is also deducted from the invoice total (if the commission type is I) or from the gross margin (if the commission type is G).

In the specific example you will see that salesman receives 8% commission on the sales order. This is because the group is assigned 40% in the Commission Royalty Information program (P42110), and the specific salesman is responsible for 20% of the sales of the group as assigned in the Related Salesperson program (P42100). Since there are no load factors, fixed costs or margin limits and there have been no overrides the basic calculation is the multiple of the two percentages. So the individual salesman will receive 20% of the 40% which works out to 8% of the order amount.

54.5.1 What You Should Know About

Topic	Description
Sales Update	Most commission information is calculated and written to F42005 at Sales Update (P42800). However, the Commission Amount (COMA) is not written to F42005 at this time; it is updated at Commission/Royalty Inquiry (P42120).
Preference Profiles	Commissions can default in from Customer Billing Instructions for the Ship To only, and are not item specific. With the Sales Commission Preference you can attach commission based on the Ship To or Sold To, and based on individual customers, customer groups, and items or item groups.
Advanced Pricing Rebates	Advanced Pricing Rebates are also used as a substitute for commissions in JD Edwards World. To learn more about this functionality see the rebates chapters in the *JD Edwards World Advanced Pricing Guide*.
Import/Export	This program supports Import/Export Functionality. See the *JD Edwards World Technical Tools Guide* for more information.

55

Set Up Branch Sales Markups

This chapter contains the topic:

- Section 55.1, "Setting Up Branch Sales Markups."

You use branch sales markups to set up the additional costs that are associated with an interbranch sales order. You enter an interbranch sales order to fill a sales order from a different branch/plant where you placed the order. For example, if your company sells from one location but fills and ships orders from another location, such as a central supply warehouse, you can have the order shipped from the central supply warehouse directly to the customer.

55.1 Setting Up Branch Sales Markups

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Branch Sales Markups

Companies can apply additional costs to interbranch sales. The additional costs that you set in the Branch Sales Markup program are the amounts that the branch/plant charges in addition to the base price.

You can use the Branch Sales Markup program to set the markup amount for any interbranch sales order. You can also define the relationship between the selling branch/plant and the supplying branch/plant. For example, if you are setting up the branch sales markup table from the perspective of a central supply warehouse, you can define the amount that you charge every location that places an order.

You can also set markup amounts that are specific to either an item or an item group. For example, any time you fill an order that contains an item with an additional markup amount, the system adds the markup amount for that item to the order total. Or, any time that you fill an order that contains an item from a specific group, the system adds the markup amount for the group. You cannot set a markup for both an item and a markup for a group that includes the item.

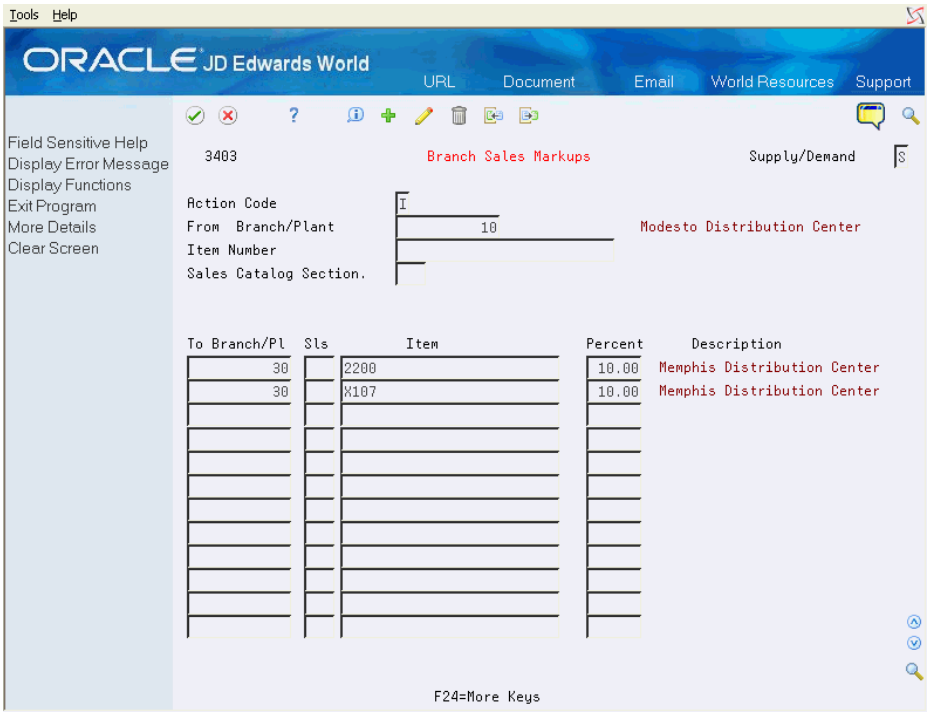
55.1.1 Before You Begin

- Verify that you have set the processing option in Enter Orders (Page Mode) to use the cost markup pricing method.
- Verify that you have set up item groups in user defined codes. See Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*.

To set up branch sales markups

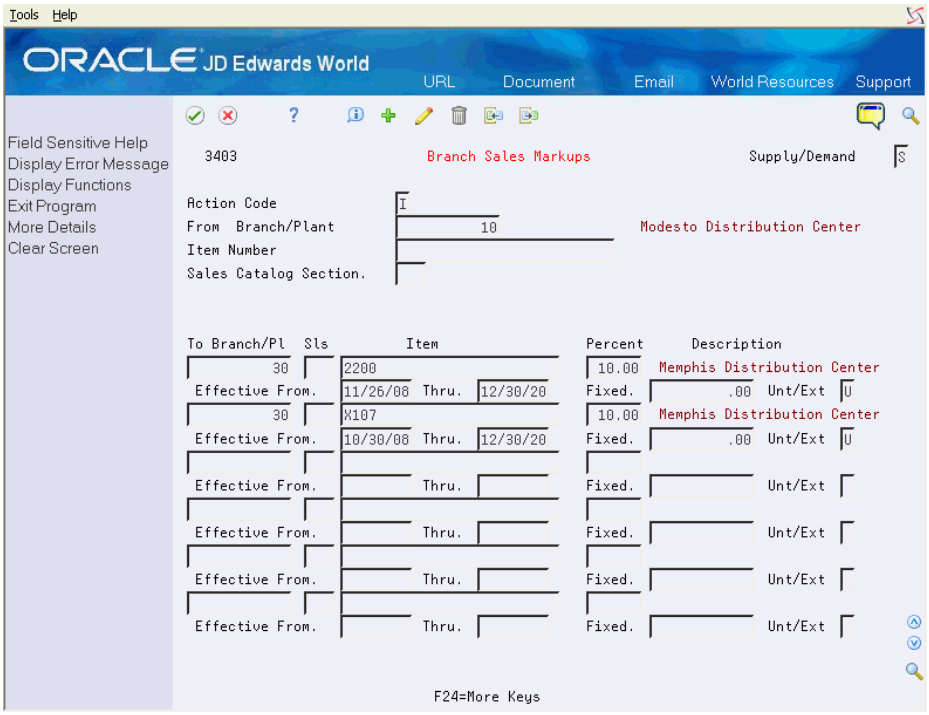
On Branch Sales Markups

Figure 55–1 Branch Sales Markups screen



1. Complete the following required fields:
   - Supply/Demand
   - From Branch/Plant
   - To Branch/Plant
   - Item
   - Percent
2. To set up a markup table for an item group, complete the following field:
   - Sales Catalog Section
3. To set up an item-specific markup table, complete the following field:
   - Item
4. Access the fold area.

Figure 55–2 Branch Sales Markups (Fold) screen



5. Complete the following fields:

- Effective From
- Thru

Field	Explanation
Supply/Demand	This field allows you to view messages from the viewpoint of either the supply or demand branch. Changing this field from S to D also changes the Supply Plant field immediately below the Action Code field to Demand Plant. S – Supply branch/plant D – Demand branch/plant *Form-specific information* If you are viewing messages for the supply branch/plant, the fold area shows branch/plants generating demand for each re-supply order. If you are viewing messages for the demand branch/plant, the fold area shows branch/plants to which each re-supply order is directed.

Field	Explanation
From Branch/Plant	A code that represents a high-level business unit. It can be used to reference a branch or plant that might have departments or jobs, which represent lower-level business units (data item MCU), subordinate to it. For example: ■ Branch/Plant (MMCU) ■ Dept A (MCU) ■ Dept B (MCU) ■ Job 123 (MCU) Business unit security is based on the higher-level business unit. *Form-specific information* Depending on the entry in the Supply/Demand field, this field will be either the branch/plant receiving the items (the demand branch/plant) or the branch/plant producing the items (the supply branch/plant).
Item Number	The number assigned to an item. It can be in short, long, or 3rd item number format. *Form-specific information* On this form, this is the item involved in transfers between supply and demand branches. You can leave this field blank to see all items involved in transfers regardless of item number. You can enter a value in this field or in the Planning Family field, but not both. For more information, see the cursor-sensitive help for the Planning Family field.
Markup Percent	The percent markup is the percent of the cost that the system uses as mark up when the item is transferred from one branch to another.
Sales Catalog Section	One of ten category codes for sales coding purposes. These codes can represent such things as color, material content, or use.
Effective From	A date that indicates one of the following: ■ When a component part goes into effect on a bill of material ■ When a routing step goes into effect as a sequence on the routing for an item ■ When a rate schedule is in effect The default is the current system date. You can enter future effective dates so that the system plans for upcoming changes. Items that are no longer effective in the future can still be recorded and recognized in Product Costing, Shop Floor Control, and Capacity Requirements Planning. The Material Requirements Planning system determines valid components by effectivity dates, not by the bill of material revision level. Some forms display data based on the effectivity dates you enter. *Form-specific information* On this form, this field shows, along with the Effective To field, the dates for which a branch relationship is effective. If the Effective From and Thru dates are no longer in effect, the relationship has expired, and the planning system plans for supply at one of the following alternate locations: ■ The demand branch ■ Another supply branch for which an effective from/through date has been defined

Field	Explanation
Thru	A date that indicates one of the following: ■ When a component part is no longer in effect on a bill of material ■ When a routing step is no longer in effect as a sequence on the routing for an item ■ When a rate schedule is no longer active The default is December 31 of the default year defined in the Data Dictionary for Century Change Year. You can enter future effective dates so that the system plans for upcoming changes. Items that are no longer effective in the future can still be recorded and recognized in Product Costing, Shop Floor Control, and Capacity Requirements Planning. The Material Requirements Planning system determines valid components by effectivity dates, not by the bill of material revision level. Some forms display data based on the effectivity dates you enter.

See Also:

- Chapter 17, "Work with Interbranch Orders,"
- Chapter 13, "Work with Transfer Orders."

56

Set Up the Work Day Calendar

This chapter contains the topic:

- Section 56.1, "Setting Up the Work Day Calendar."

56.1 Setting Up the Work Day Calendar

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Work Day Calendar Setup

You set up the work day calendar to meet your specific business needs. You enter and maintain work day calendars by calendar type. For example, you might set up a calendar specifically for a branch/plant or depot in which you record the days that the branch/plant or depot is closed, such as weekends, holidays, or planned shutdowns. When the dispatcher builds trips, the system uses the information you set up in the work day calendar to track valid work days.

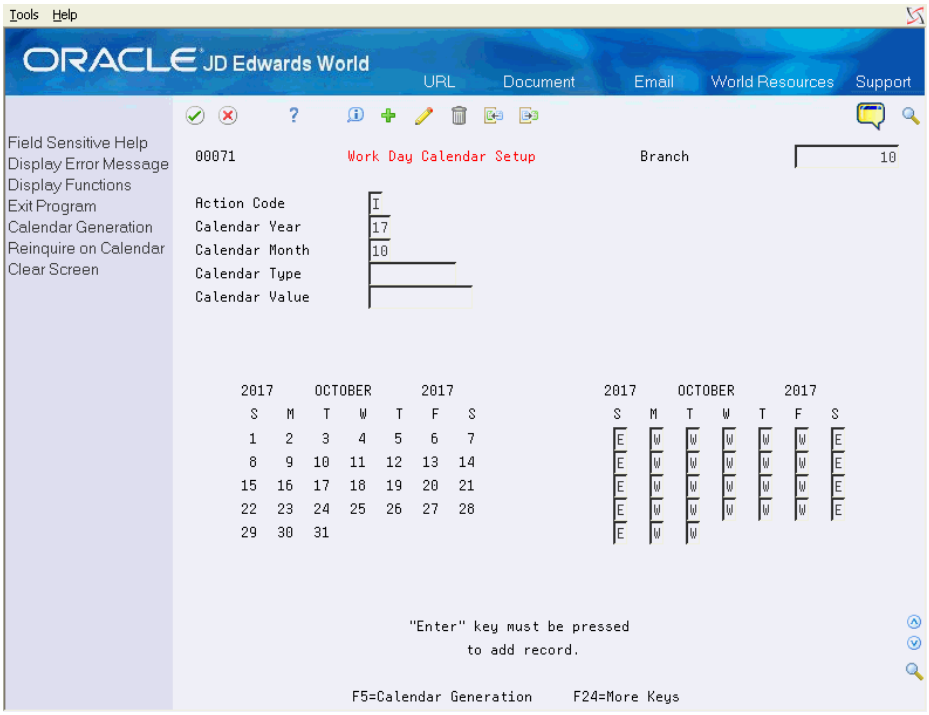
56.1.1 Before You Begin

- Set up user defined codes. See Overview to User Defined Codes in the *JD Edwards World Common Foundation Guide*.

To set up the work day calendar

On Work Day Calendar Setup

Figure 56–1 Work Day Calendar Setup screen



1. Complete the following required fields:
   - Branch
   - Calendar Year
   - Calendar Month
   - Calendar Type
2. Complete the following optional field:
   - Calendar Value
3. Accept the entries.

   The system displays the calendar.
4. Complete the following field for each day of the month:
   - Type of Day
5. Accept the entries to add the record.

Field	Explanation
Branch	A code that represents a high-level business unit. It can be used to reference a branch or plant that might have departments or jobs, which represent lower-level business units (data item MCU), subordinate to it. For example: ■ Branch/Plant (MMCU) ■ Dept A (MCU) ■ Dept B (MCU) ■ Job 123 (MCU) Business unit security is based on the higher-level business unit. *Form-specific information* This value identifies the branch or plant in which the calendar resides. It must be a valid business unit.
Calendar Year	The calendar year.
Calendar Month	The calendar month.
Calendar Type	Type of calendar used to describe which days are valid work days. A valid value can be "blank". The Trip Maintenance program uses a work day calendar with a type of blank.
Calendar Value	Enter the value of the calendar which corresponds to the calendar type. For example, if the calendar type is ROUTE, enter a valid route code to display the calendar for a particular route.
Day - Type	A user defined code (00/TD) that indicates the type of day, that is, how work should be scheduled. Examples are: W – Work Day E – Weekend H – Holiday M – Maternity Leave L – Leave of Absence With the exception of W, which is hard coded, you can use and revise these and add new codes.

57

Set Up Freight Information

This chapter contains these topics:

- Section 57.1, "Setting Up Freight Information,"
- Section 57.2, "Freight Calculation."

When you enter orders that require shipment, you can transfer the shipping costs to the customer by setting up freight rates. A freight rate is the amount that your company charges to deliver a customer's order. You can set up freight rates by assigning an amount to a combination of commodity class, carrier, and zone. For example, it costs your company $5.00 to ship paper products to customers in Zone A, but only $3.00 to ship office products to customers in Zone B. With the Freight and Additional Rate Revisions program, you can calculate the freight rate based on shipping and item information in a sales order and then add the amount to the order.

57.1 Setting Up Freight Information

Navigation

From Sales Order Management (G42), choose hidden selection 29

From System Setup (G4241), choose Freight/Additional Rate Revisions

During sales order entry, the system identifies the items in the order, where the order is being delivered, and the carrier that is delivering the order to the customer to calculate the appropriate freight rate. The system automatically adds the freight rate as a non-stock item to the order total. For example, every time that you enter an order to deliver 50 paper products to a customer in Zone B by UPS (United Parcel Service), the system adds the same freight rate to the order total. However, the freight rate might vary if the order is delivered by the U.S. Postal Service.

You can define more specific rates based on quantity information, effective dates, and postal codes. For example, you can set a rate for all paper products up to 100 pounds and another rate for all paper products between 100 and 200 pounds.

57.1.1 Before You Begin

- Verify that you have set up the zone, commodity class, and rate codes in user defined codes. See Overview to User Defined Codes in the *JD Edwards World Common Foundation Guide*.
- Verify that address book numbers exist for the carriers.

- Verify that the required fields for freight processing (Apply Freight Y/N, Zone, Preferred Carrier and Display Weight UOM) have been setup in the Customer Billing Instructions.
- Verify that you have set up a line type for freight. See Chapter 50, "Set Up Order Line Types."
- Verify that you have set processing options in the Shipment Confirmation program to the default line type for additional sales detail lines. See Chapter 29, "Work with Shipments."
- Verify that you have set processing options in the Shipment Confirmation program to allow entry of additional non-inventory items. See Chapter 29, "Work with Shipments."

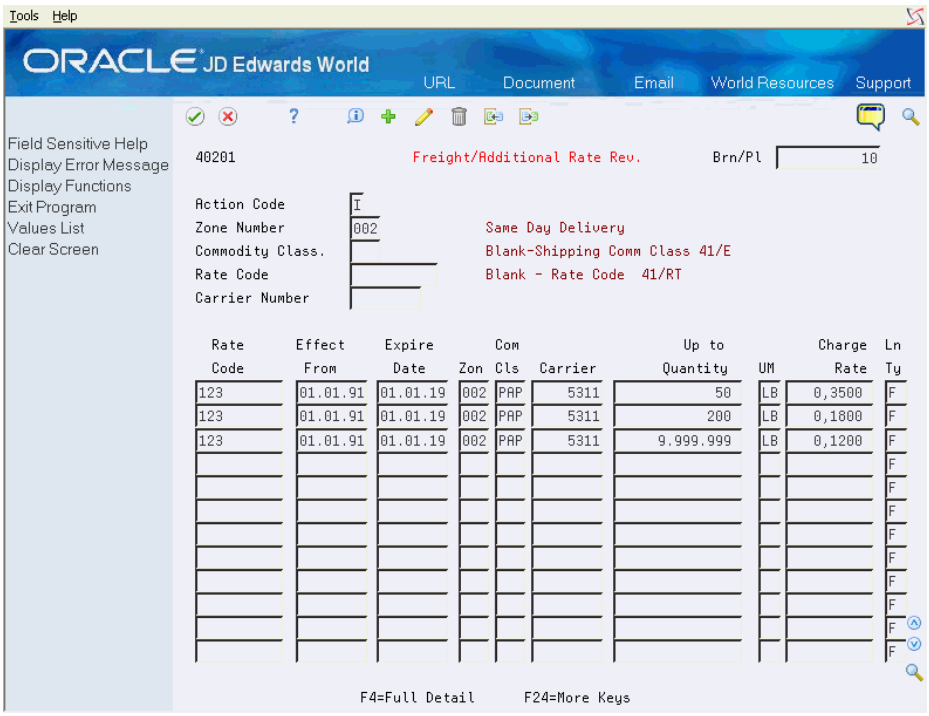
See Also:

- Setting Up User Defined Codes in the *JD Edwards World Technical Foundation Guide*,
- Chapter 50, "Set Up Order Line Types,"
- Setting Up Item Branch/Plant Information in the *JD Edwards World Inventory Management Guide*,
- Chapter 48, "Set Up Customer Billing Instructions,"
- Chapter 29, "Work with Shipments" for more information on the processing options that affect freight rates.

To set up freight information

On Freight/Additional Rate Revisions

Figure 57–1 Freight/Additional Rate Revisions screen

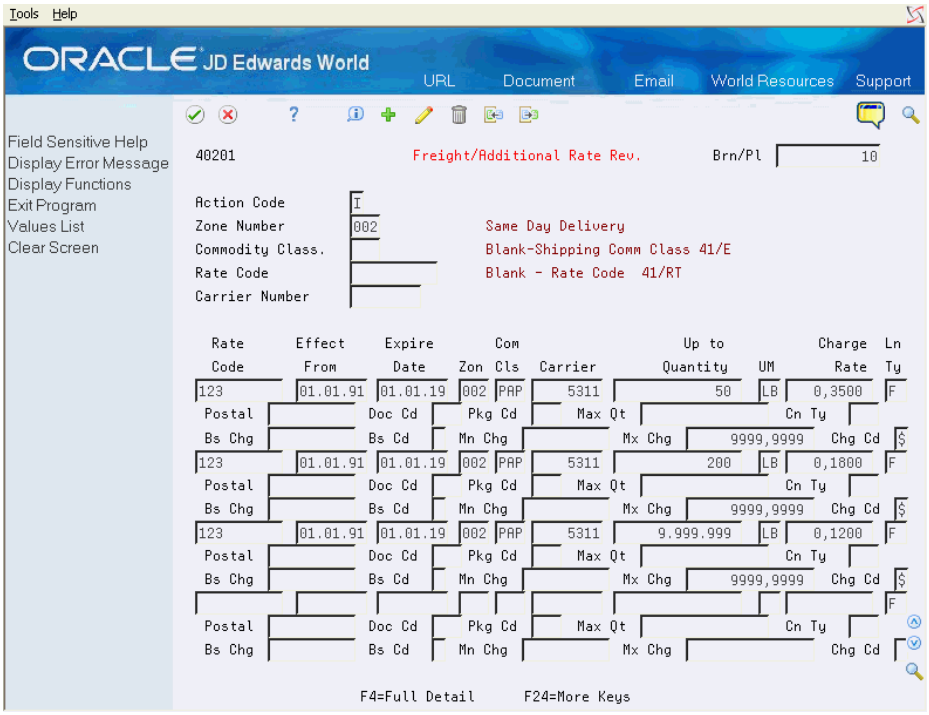


1. Complete any combination of the following fields:

- Zone Number
- Commodity Class
- Rate Code
- Carrier Number

2. Complete the following fields:
   - Effect From
   - Expire Date
   - Zone
   - Commodity Class
   - Carrier
   - Up to Quantity
   - Unit of Measure
   - Charge Rate
3. Access the detail area.

Figure 57–2 Freight/Additional Rate Revisions (Detail) screen



4. Complete any of the following fields:
   - Postal
   - Maximum Quantity
   - Container Type
   - Base Charge
   - Base Code

- Minimum Charge
- Maximum Charge
- Charge Type

Field	Explanation
Rate Code	The user defined code (system 41/type RT) for freight rate. This designates the amount that the customer is charged for postage, freight, or other miscellaneous expenses for an order.
Effective Date	The first date this freight rate becomes effective.
Expiration Date	The date this freight rate ceases to be in effect.
Zone	Zones are typically used to segment a delivery area such as a city. Multiple routes commonly taken by the delivery vehicles will exist within a delivery zone. The zone here must match the zone attached to the Customer Billing Instructions of the Ship to.
Commodity Class	This is used to establish the property type or classification of the inventory item. This code must match the Shipping Commodity Class (SHCM) in the Item Branch/Plant.
Carrier	The designated carrier for the items being charged freight. This carrier must match the Preferred Carrier defined in the Customer Billing Instructions of the of the Ship to.
Up to Quantity	This quantity is established in the inventory pricing rules as the number of items that the customer may purchase from us at this contract price. *Form-specific information* The maximum quantity receiving the rate.
Unit of Measure	Valid weight unit of measure for the item.
Charge Rate	Price of the weight per identified unit of measure.
Line Type	The line type used for the added detail line that contains the freight charge. This is defaulted from the program's processing option.
Postal Code	The 10-character code used to contain the 9-character hyphenated U.S. Postal code or any postal code used outside the United States.
Max Qty	Use this memo field when a maximum quantity limitation must be observed, due to the nature of the goods being shipped or restrictions imposed by the carrier.
Cn Ty	Use this memo field to indicate that the customer's requirements or the nature of the items being shipped makes it necessary to use only certain types of carton or certain methods of transport.
Bs Chg	The flat amount that the customer will be charged for postage/freight. The system adds calculated freight, typically based upon weight and destination to this base charge.
Bs Cd	Indicate whether the calculation to be performed on the order is to be treated as a freight charge (F) or a miscellaneous charge (blank). *Form-specific information* The code for the base charge.
Mn Chg	The minimum amount that you charge a customer for freight. For example, to minimize your freight expenses for small orders, you might want to specify a minimum charge.
Mx Chg	When you choose to reward customers for large orders, you can choose to specify that the amount paid for freight does not exceed a certain amount or rate per pound.

57.1.2 What You Should Know About

Topic	Description
Changing the default freight information	You can override the default freight information for a single sales order by entering information over existing information. During sales order entry, the system uses the freight information from the header information to calculate the appropriate rate. In the header information form, the system identifies where the order is being delivered and the carrier that is responsible for delivery. See Chapter 3, "Work with Header Information."
Adding freight during sales order entry	You can add freight rate costs to a sales order by using a line type for freight on the Sales Order Entry Detail form. See Chapter 4, "Work with Detail Information."
Entering freight for kit items	You cannot set up automatic freight calculations for the parent item. You must set up automatic freight calculations for each component in order for the system to calculate the appropriate charge.
Viewing freight calculated for a sales order	To view the freight rates that were calculated for a sales order, access the Freight Summary Information from the Sales Order Detail form. See Chapter 4, "Work with Detail Information."
Viewing freight during shipment confirmation	You can set processing options to automatically display the Freight/Additional Charges form during shipment confirmation. You can accept the freight charges that are calculated by the system or you can change them. See Chapter 29, "Work with Shipments."
Adding charges during shipment confirmation	If you set processing options to allow entry of additional non-inventory items, you can manually add freight rates during shipment confirmation. See Chapter 29, "Work with Shipments."
Assigning rate codes to indicate billing and shipping	You can assign the commodity class in the freight rate table to item locations that use this type of shipping. You can also assign rate and zone codes from the Freight Rate table to Customer Billing Instructions for each customer.

57.2 Freight Calculation

Freight can be added to a sales order manually in Sales Order Entry (P4211) or Confirm Shipments (P4205) or the system can be configured so that it is calculated automatically during the Confirm Shipments program.

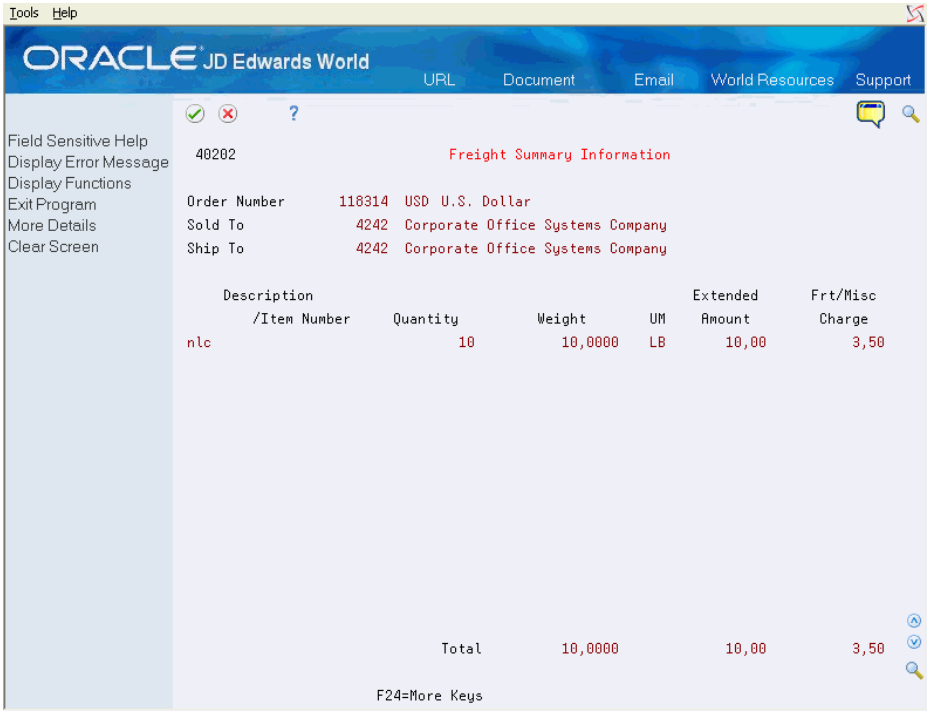
The freight calculation is based on the following criteria:

- Weight of the Item defined as a factor of the quantity of the primary unit of measure in the Items Unit of Measure program (P41002)
- Zone assigned to the customer in the Customer Billing Instructions
- Preferred Carrier assigned to the customer in the Customer Billing Instructions

- Shipping Commodity Class assigned to the Item as defined in the Item Branch file

If all these values match a record on the Freight Additional/Rate file (F4020) then freight will be calculated for the order. The actual calculation can be viewed in the Freight Summary Information program (P40202) which is available from the Sales Order Entry detail video (V42111) via F13.

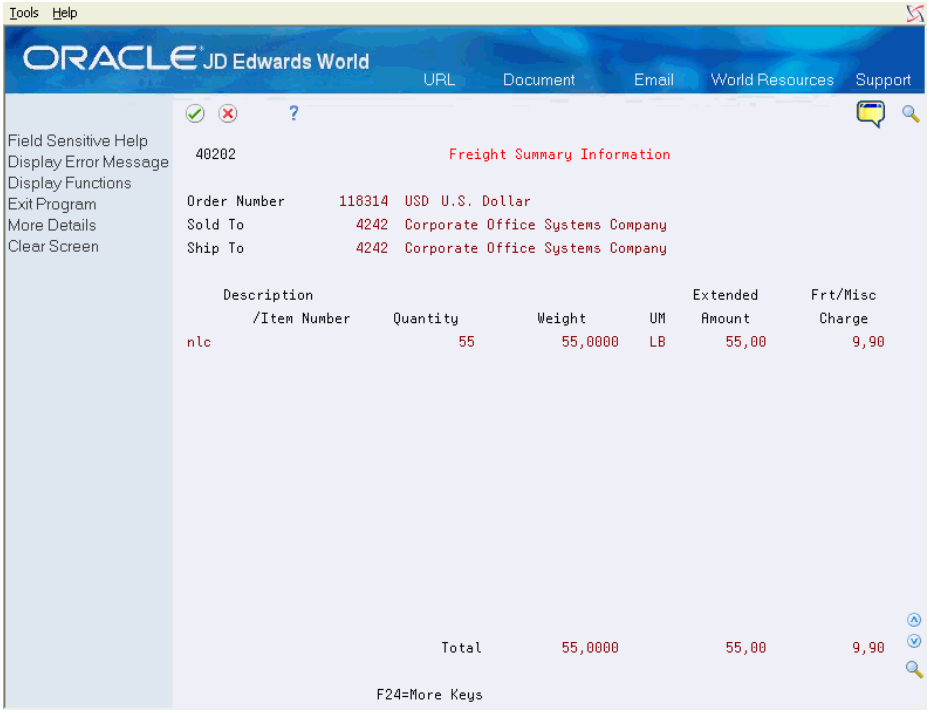
Figure 57–3 Freight Summary Information screen



In this example the item and customer concerned matched the entry in the rate table displayed above, so having a weight of 10 LB's for the order quantity of 10 the freight charge worked out at $3.50 (10 x 0.35).

If the quantity on the order is increased to 55 then the weight of 55 LB's will fall into the second rate category and so the freight charge will be calculated at $9.90 (55 x 0.18).

Figure 57–4 Freight Summary Information screen



The freight will actually be added to the sales order when Confirm Shipments (P4205) is run assuming processing option 20 is set.

58

Set Up Automatic Accounting Instructions

This chapter contains these topics:

- Section 58.1, "Setting Up Automatic Accounting Instructions,"
- Section 58.2, "AAIs for the Sales Order Management System."

Automatic accounting instructions (AAIs) are the links between your day-to-day functions, chart of accounts, and financial reports. The system uses AAIs to determine how to distribute G/L entries that the system generates. For example, in the Sales Order Management system, AAIs indicate how to record the transaction when you sell a stock item to a customer.

58.1 Setting Up Automatic Accounting Instructions

Navigation

From Sales Order Management (G42), choose Hidden Selection 29

From Sales Order Management Setup (G4241), choose Automatic Accounting Instructions

For distribution systems, you must create AAIs for each unique combination of company, transaction, document type, and G/L class that you anticipate using. Each AAI is associated to a specific G/L account that consists of a business unit, an object, and optionally, a subsidiary.

The system stores AAIs in the Automatic Accounting Instructions Master table (F4095).

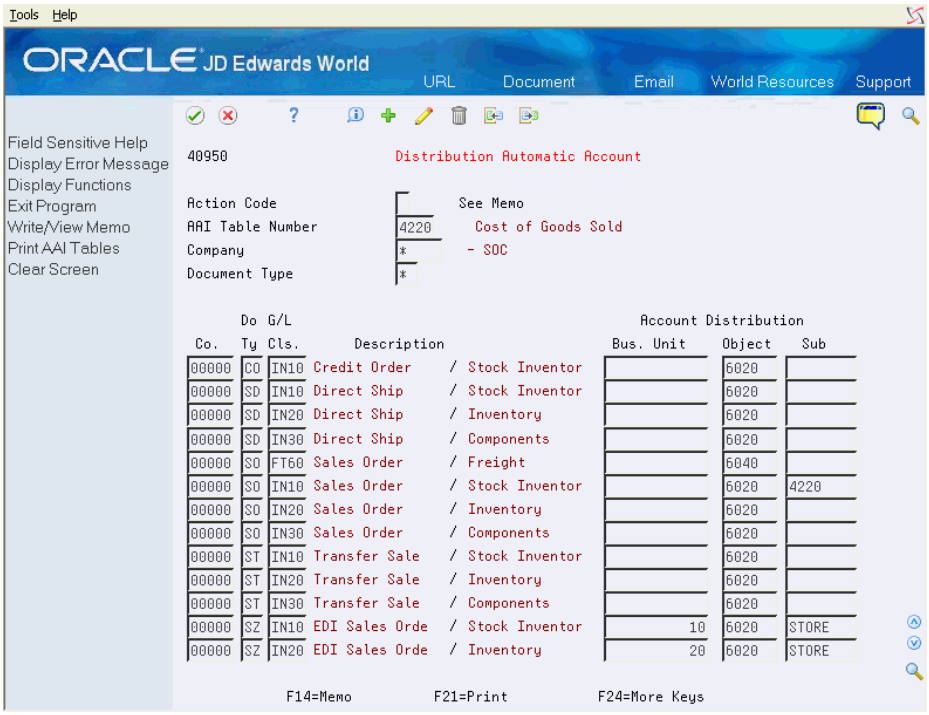
58.2 AAIs for the Sales Order Management System

AAI	Purpose
4220 (COGS)	Provides the expense/cost amount to the cost of goods sold account. GL class code comes from Item/Branch/Location.
4221 (Deferred COGS)	Provides the journal entries for deferred COGS that were created during the Invoice Cycle Billing program. GL class code comes from Item/Branch/Location.
4230 (Revenue)	Provides the actual sales price of inventory in the sales revenue account. GL class code comes from Item/Branch/Location (P41024).

AAI	Purpose
4231 (Deferred Revenue)	Provides the journal entries for deferred revenue that were created during the Invoice Cycle Billing program. GL class code comes from Item/Branch/Location.
4232 (Unbilled A/R)	Provides the journal entries for unbilled accounts receivable that were created during the Invoice Cycle Billing program. GL class code comes from Customer Master.
4240 (Inventory)	Credits the cost amount to an inventory account. GL class code comes from Item/Branch/Location.
4245 (A/R Trade)	Debits the sales amount to an accounts receivable account. The system writes the accounts receivable offset entries to the general ledger only if the accounts receivable update option is turned off at sales update. GL class code comes from Customer Master.
4250 (Tax Liability)	Provides journal entries to tax liability accounts that were created during a sales update. GL class code comes from Tax Rate/Area.
4260 (Interbranch Revenue)	Records interbranch revenue when processing options are set behind P4211 and P42800. GL class code comes from Item/Branch/Location.
4270 (Price Adjustments)	Provides the journal entries for individual price adjustments that were created during a sales update. GL class code comes from Price Adjustment Types definition.
4280 (Rebates Payable)	Provides the offset entries of accrued accounts. GL class code comes from price adjustment Types definition.

The Distribution Automatic Account form shows each predefined AAI item and information about the document type, G/L class code, and the accounts that are affected by transactions.

Figure 58–1 Distribution Automatic Account screen



58.2.1 Before You Begin

- Set up address book numbers
- Set up companies
- Determine transaction types
- Set up document types
- Set up G/L class codes
- Determine the account numbers for recording transactions
- Set up Business Units
- Set up account master information

To set up AAIs

On Automatic Accounting Instructions

Complete the following fields:

- Company
- Document Type
- General Ledger Class
- Business Unit
- Object
- Subsidiary

Field	Explanation
Company	A code that identifies a specific organization, fund, entity, and so on. This code must already exist in the Company Constants table (F0010). It must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions. **Note:** You can use company 00000 for default values, such as dates and automatic accounting instructions (AAIs). You cannot use it for transaction entries. *Form-specific information* In the inquiry field at the top of the form, the asterisk (*) is the default value. It causes the system to display AAIs for all companies.
Document Type	A user defined code (system 00/type DT) that identifies the origin and purpose of the transaction. JD Edwards World reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets. The reserved document type prefixes for codes are: P – Accounts payable documents R – Accounts receivable documents T – Payroll documents I – Inventory documents O – Order processing documents J – General ledger/joint interest billing documents The system creates offsetting entries as appropriate for these document types when you post batches. *Form-specific information* In the inquiry field at the top of the form, the asterisk (*) is the default and causes the system to display all document types.
G/L Class	A user defined code that identifies the G/L offset that you want the system to use when it searches for the account to which it will post the transaction. If you do not want to specify a class code, you can enter **** (four asterisks) in this field. The table of Automatic Accounting Instructions (AAIs) allows you to predefine classes of automatic offset accounts for the Inventory, Purchasing, and Sales Order Management systems. The system can generate accounting entries based upon a single transaction. As an example, a single sale of a stock item can trigger the generation of accounting entries similar to these: Sales-Stock (Debit) xxxxx.xx A/R Stock Sales (Credit) xxxxx.xx Stock Inventory (Debit) xxxxx.xx Stock COGS (Credit) xxxxx.xx

Field	Explanation
Bus. Unit	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant. You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. **Note:** The system uses this value for Journal Entries if you do not enter a value in the AAI table.
Object Account	The object account portion of a general ledger account. The term "object account" refers to the breakdown of the Cost Code (for example, labor, materials, and equipment) into subcategories (for example, dividing labor into regular time, premium time, and burden). The object account is a character field and is left justified when displayed in programs and on the database. Be aware that adding leading digits to a number will create a different entry. For example, entering 000456 is not the same as entering 456.
Sub	A subdivision of an object account. Subsidiary accounts include more detailed records of the accounting activity for an object account. *Form-specific information* If you leave this field blank, the system uses the value you entered on the work order in the Cost Code field.

58.2.2 What You Should Know About

Topic	Description
Adding memo text	You can enter memo text for each AAI table on the generic text window.
System search sequence for locating AAIs	AAIs can be any unique combination of company number, document type and GL class code. When a specific AAI cannot be identified based on these three fields, defaults for company number (00000) and GL class code (****) will be used in a specific sequence to try and locate an AAI for the given document type. If the initial search for an AAI fails, the first step is to replace the G/L class code with **** and then repeat the search. If this fails, then the original G/L class code is restored and the company number is replaced with 00000 and the search is repeated. If this fails then both the original company number and G/L class code are replaced with 00000 and **** respectively and the search is repeated. Failure on this search results in an error being reported.

Topic	Description
Business unit is allowed to be left blank during setup	The business unit is optional during AAI setup. If it is left blank it will usually be taken from the branch/plant on the transaction. The exceptions to this are: Sales Update (P42800) - Processing option 5 determines how the program will deal with an AAI with a blank business unit. It can either set it to the subsequent cost center (project number on the business unit), the branch/plant on the order or the sold-to address book number. Project number of business unit - A project number, also called a subsequent cost center can be assigned to a business unit in Revise Single Business Unit (Menu G09411, option 4). If this is populated, it will be used as the business unit portion of the account when the business unit on the AAI is blank. Revenue Business Unit Preference - This preference facility can be used to populate the Header Business Unit (EMCU) field in F4211. This field is used as the business unit portion of the account for AAIs 4220 and 4230. Flexible Sales Accounting - The business unit portion of the account number can be populated using flexible sales accounting, (P40296 on G4241).

59

Define Flexible Account Numbers

This chapter contains these topics:

- Section 59.1, "Defining Flexible Account Numbers,"
- Section 59.2, "What Are the Rules for Defining a Flexible Format?"
- Section 59.3, "How Does the System Determine Account Information?"
- Section 59.4, "What You Should Know About."

You use flexible sales accounting to create a flexible format for account numbers in your chart of accounts.

59.1 Defining Flexible Account Numbers

Navigation

From Sales Order Management (G42), choose hidden selection 29

From Sales Order Management Setup (G4241), choose Flexible Sales Accounting

Flexible account numbers use the standard JD Edwards World format, which has three segments, business unit.object.subsidiary. The flexible format lets you customize the business unit and subsidiary segments of the account number but not the object.

For example, you might use a format that includes more information, such as, salesperson, branch, sales territory, and other address book category codes. Or, you can set up the structure of the flexible account number based on how you track the performance of items and customers through sales detail and the general ledger.

Note: After you create an account number you must set it up in the Chart of Accounts.

The standard JD Edwards World account structure is formatted with the following segments:

- Business unit
- Object account
- Subsidiary account
- Subledger

Flexible format accounts have the same segments. The length of all segments cannot exceed 34 characters. Each segment of the flexible format account has a character limit:

Segment	Character Limit
Business unit	12 characters
Object account	6 characters
Subsidiary account	8 characters
Subledger	8 characters

Note: You cannot define an object segment, you must define the object accounts using Automatic Accounting Instructions (AAIs).

To create a flexible account number, you define one or more of these segments. To do this, you associate one or more pieces of information with each segment. Each piece of information is associated with a field and is stored in one of the following tables:

- Address Book Master (F0101)
- Price Adjustment History (F4074)
- Item Master (F4101)
- Item Branch (F4102)
- Sales Order Header (F4201)
- Sales Order Detail (F4211)

To associate information with a segment, you must know the data item name that JD Edwards World has defined for the corresponding field in the table.

The subledger account is not visible online, but is stored in the Account Ledger table (F0911).

You activate flexible sales accounting via processing option 24 within the Update Customer Sales program P42800.

Before you create a flexible account number, consider the following:

Consideration	Description
Using a consistent account structure	You must use the same account structure for all companies and all business units in your organization. This is necessary for multi-company consolidations and automated intercompany settlements. If you use flexible accounting in the JD Edwards World financial systems, the business unit and subsidiary account that you define through distribution flexible sales accounting must have the same number of characters as the business unit and subsidiary account that you define through financial flexible accounting.
Defining one subledger per account	You can define only one subledger type for each account. It is important that you review your account structure before you set up flexible accounts to determine how you will use subledgers.

59.1.1 Example: Flexible Account Number

A pharmaceutical company sells its products nationwide to hospitals and pharmacies. It also sells non-prescription products to retail outlets.

The company tracks sales by region of the country, hospital versus retail pharmacies, and pharmacy (prescription) versus over-the-counter (non-prescription) sales. The company can direct the sales, COGS, and inventory charges to accounts that are made up of different combinations of these three categories to track their sales information.

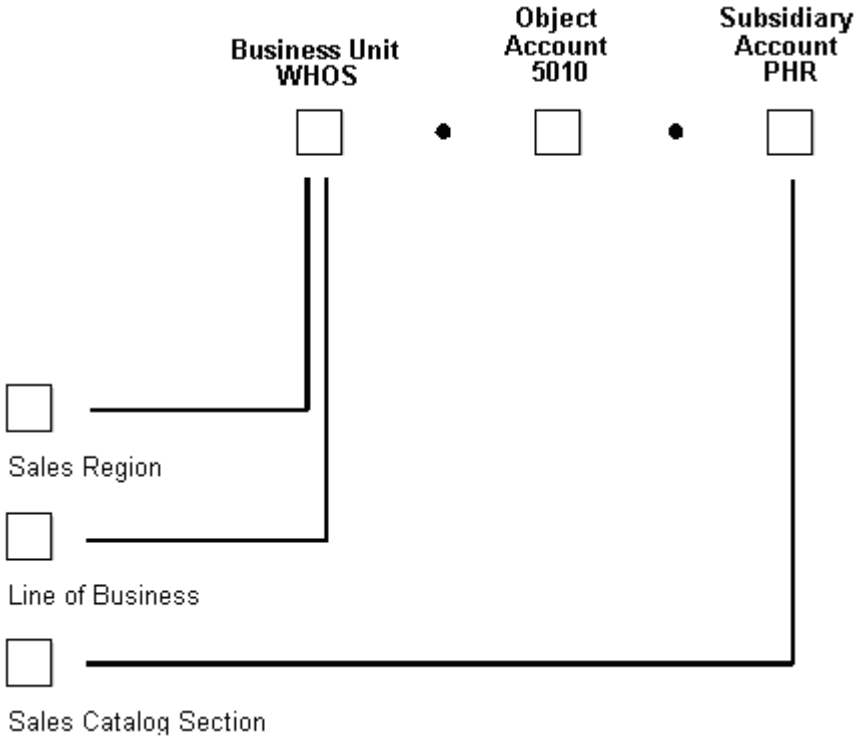
The company could define the flexible account number as follows:

- Business unit, in two segments:
  - Address book category code, such as sales region (for example, W for West)
  - Address book category code, such as line of business (for example, HOS for hospital or RET for retail)
- General ledger object account from the AAI, such as 5010
- Subsidiary account, in one segment (optional):
  - Item master reporting code, such as sales catalog section (for example, PHR for pharmacy, or OTC for over-the-counter)

In this example, if a hospital buys a prescription drug for its pharmacy, the revenue would go to the following account:

WHOS.5010.PHR

Figure 59–1 Flexible Account Number Format



59.2 What Are the Rules for Defining a Flexible Format?

Consider the following rules about flexible account numbers:

Rule	Description
Total length	The total account number cannot exceed 34 characters, including the separator character. Each element is also limited to a specific number of characters: ■ Business unit, less than or equal to 12 ■ Object account is always equal to 6 ■ Subsidiary account, less than or equal to 8 ■ Subledger, less than or equal to 8
Information associated with each segment	Each piece of information that you associate with a segment corresponds to a JD Edwards World field. Each of these fields is hard-coded in user defined code table 40/DI. You can view valid fields on Flexible Sales Accounting. To use a field that is not included in these tables, you must develop custom programming.

59.2.1 Base Sales Order Management AAIs

You can define a flexible account number only for the following base sales order management AAI tables:

- 4220 (Cost of Goods Sold)
- 4230 (Sales)
- 4240 (Inventory)
- 4250 (Sales Tax Payable)
- 4245 (AR Trade)

When the system searches for an account for these AAIs, it searches the Flexible Sales Accounting table (F4096) as follows:

- The system checks for a flexible account number that has been defined for a specific AAI and a specific company.
- If no account has been defined for a specific AAI and a specific company, the system checks for an account that has been defined for a specific AAI and company 00000.

59.2.2 Advanced Pricing AAIs

You can define a flexible account number for only the following advanced pricing AAI tables:

- 4270 (Adjustments)
- 4280 (Accruals)

When the system searches for an account for these AAIs, it searches the Flexible Sales Accounting table (F4096) as follows:

- The system checks for a flexible account number that has been defined for a specific AAI, a specific company, and an adjustment name.
- If no account has been defined for a specific AAI, a specific company, and an adjustment name, the system checks for a flexible account number that has been defined for a specific AAI and a specific company.

- If no account has been defined for a specific AAI and a specific company, the system checks for a flexible account number that has been defined for a specific AAI, company 00000, and an adjustment name.
- If no account has been defined for a specific AAI, company 00000, and an adjustment name, the system checks for a flexible account number that has been defined for a specific AAI and company 00000.

59.3 How Does the System Determine Account Information?

When you process a transaction that requires the system to record information to the general ledger, it searches for each part of the flexible account number as follows:

Item	Description
Determining the business unit	To determine the business unit, the system: ■ Searches for the business unit in the AAI. ■ If no business unit has been defined in the AAI, the system uses the flexible format business unit you define. If no flexible format business unit exists, the system uses the business unit that you specify through processing option 5 of the sales update program P42800.
Determining the subsidiary account	To determine the subsidiary account, the system: ■ Searches for a subsidiary account that has been defined in the AAI. If no subsidiary account has been defined in the AAI, the system uses the flexible format subsidiary account that you define.
Determining the subledger	To determine the subledger, the system: ■ Searches for the subledger account that you specified in sales order detail. ■ If no subledger account has been specified in sales order detail, the system uses the flexible format subledger account that you define. If no flexible format subledger account exists, the system uses the subledger that you specify through processing option 19 of the sales update program P42800.
Searching for flexible account information	The system searches for flexible account information only if you have set processing option 24 to 1 in the Update Customer Sales program (P42800). **Note:** The system searches for flexible accounting information ONLY if you have not defined the account numbers in the Distribution and Manufacturing AAI table.

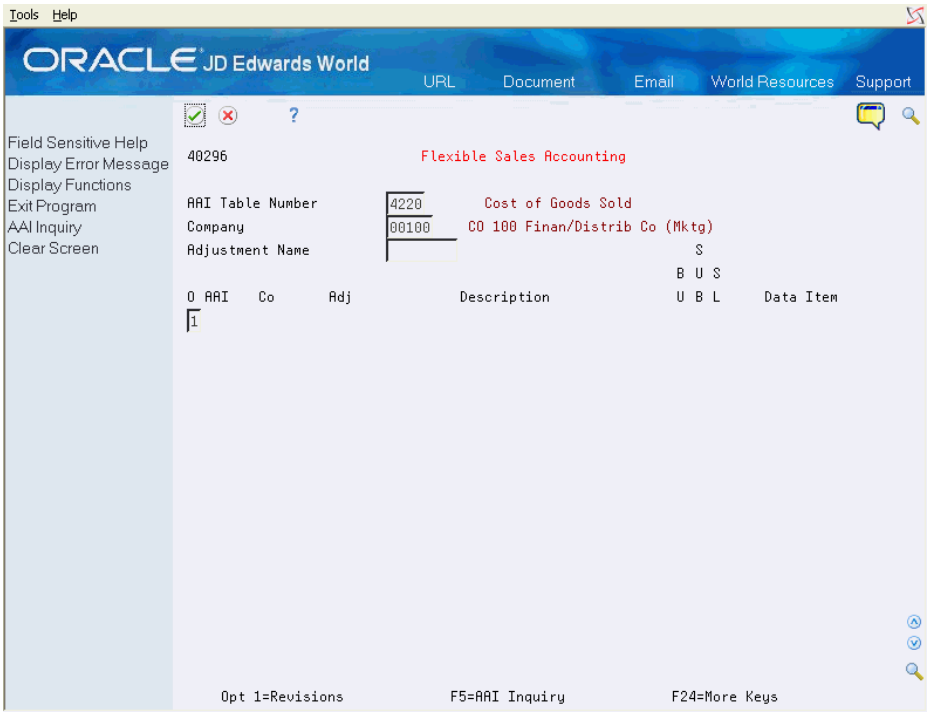
59.3.1 Before You Begin

- Determine the information that you want to associate with each segment of the account number
- Define AAIs with object account information only

To define a flexible account number

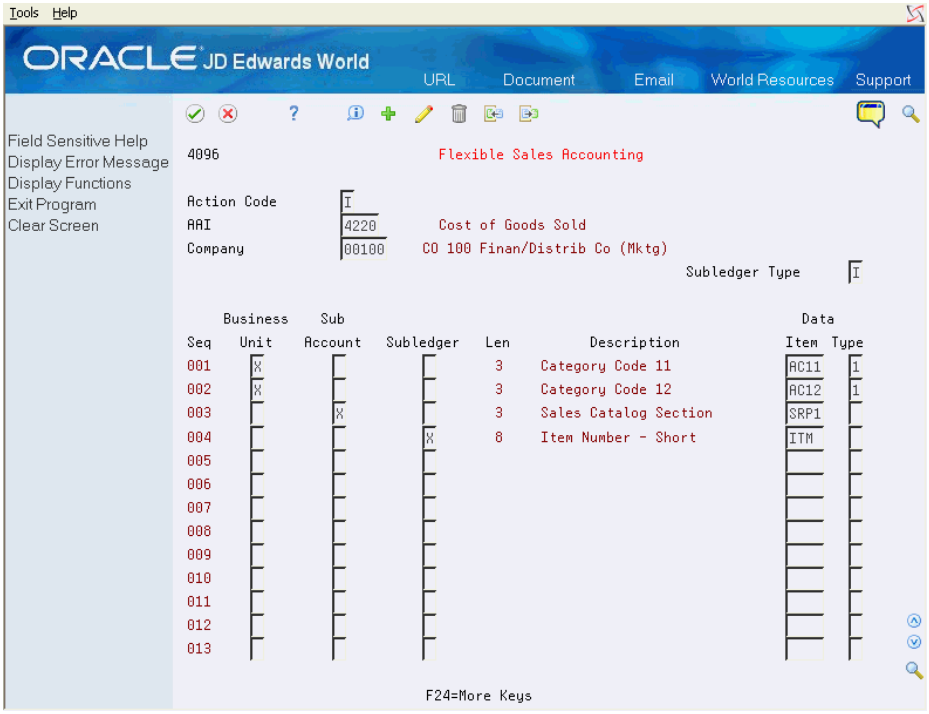
On Flexible Sales Accounting

Figure 59–2 Flexible Sales Accounting screen



1. Access Flexible Sales Accounting. (Option 1)

Figure 59–3 Flexible Sales Accounting (Option 1) screen



2. On Flexible Sales Accounting, complete the following fields:
   - AAI
   - Company
3. To associate the flexible segment to the standard format segment, complete one of the following fields:
   - Business Unit
   - Sub Account
   - Subledger
4. To associate the data item with this segment, complete the following field:
   - Data Item
5. Complete the following field if the data item you entered is a field that is stored in the Address Book Master table.
   - Data Type

Field	Explanation
AAI Table Number	The system uses this number to sequence and retrieve accounting information. *Form-specific information* In this field, you can enter the AAI table for which you want to display AAI information.
Company	A code that identifies a specific organization, fund, entity, and so on. This code must already exist in the Company Constants table (F0010). It must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions. **Note:** You can use company 00000 for default values, such as dates and automatic accounting instructions (AAIs). You cannot use it for transaction entries.
Subledger Type	A user defined code (00/ST) that is used with the Subledger field to identify the subledger type and subledger editing. On the User Defined Codes form, the second line of the description controls how the system performs editing. This is either hard-coded or user defined. For example: A – Alphanumeric field, do not edit N – Numeric field, right justify and zero fill C – Alphanumeric field, right justify and blank fill
B	An X in this field indicates that this segment of each G/L account number is stored as part of the JD Edwards World Business Unit field (MCU) in the database. For flex account numbers, you can define up to 6 segments, and use a total of 12 characters for the Business Unit field. If you define multiple segments for the business unit, the system concatenates them left to right in ascending order according to their assigned sequence numbers. The resulting number is right-justified in the database field.

Field	Explanation
S	An X in this field indicates that this segment of each G/L account number is stored as part of the JD Edwards World Subsidiary Account field (SUB) in the database. For flex account numbers, you can define up to four segments and use a total of eight characters for the Sub field. If you define multiple segments for the subsidiary, the system concatenates them left to right in ascending order according to their assigned sequence numbers. The resulting number is left-justified in the database field.
S	An X in this field indicates that this segment forms part of the Subledger field. If multiple segments are defined for the Subledger, they are concatenated left to right in ascending order according to their assigned sequence numbers. The result is then Left-justified in the Subledger database field.
Segment Size	The size of each segment in the AAI/Adjustment CC or BU/SUB/SBL activity based accounting format. The size of each individual segment must be greater than 0 and not exceed as follows: CC or BU - Cost Center - 12 characters SUB - Subsidiary - 8 characters SBL - Subledger - 8 characters
Data Item	This data filed has been set up as a 10 byte field for future use. At the present, it is restricted to 4 bytes. This field is used in Flexible Sales Accounting in order to make up the account number.
Data Type	The data type used for Flexible Sales Accounting. The allowed values are: 1 – Bill To 2 – Ship To 3 – Parent This field is used in conjunction with the data item field (SFIT). If the data item is from the address book master file, then the data type field is required.

59.4 What You Should Know About

Topic	Description
Subledger Type	■ You can define only one Subledger Type for each account. ■ The Subledger Type must agree with the data item selected for the Subledger piece of the account.
Account Structure	You must use the same account structure for all companies and all business units.
Data Type	The Data Type field relates to data items from the Address Book Master file (F0101). You can specify which address book number the data item selected should come from
Flexible Accounting	If you use flexible accounting in the financial systems, the business unit and subsidiary account that you define through distribution flexible sales accounting must have the same number of characters as the business unit and subsidiary account that you define through financial flexible accounting.

Part X

Advanced and Technical Operations

This part contains these chapters:

- Chapter 60, "Overview to Advanced and Technical Operations,"
- Chapter 61, "Purge Data,"
- Chapter 62, "Work with Subsystem."

60

Overview to Advanced and Technical Operations

This chapter contains these topics:

- Section 60.1, "Objectives,"
- Section 60.2, "Overview."

60.1 Objectives

- To use the advanced features of the Sales Order Management system
- To maximize your system efficiency and performance by increasing storage space, updating information, and ensuring accurate sales commitments

60.2 Overview

Advanced and technical operations for the Sales Order Management system include the following tasks:

- Purging data
- Working with the subsystem

When data becomes obsolete or you need more disk space, you can use purge programs to remove data from files.

You can automate some processes, such as printing documents or running required programs, by setting up a subsystem to run them.

61

Purge Data

This chapter contains these topics:

- Section 61.1, "Purging Data,"
- Section 61.2, "Running General Purges,"
- Section 61.3, "Running Special Purges."

When data becomes obsolete or you need more disk space, you can use purge programs to remove data from files.

61.1 Purging Data

Purging data consists of:

- Specifying the information to delete
- Running the purge program
- Running the file reorganization program to rebuild the file structure

> **Caution:** You must know the proper procedures and consequences of purging data to avoid serious damage to your system and data.

You can run two types of purges within distribution systems:

- Running General Purges
- Running Special Purges

General purges are versions of the JD Edwards World general purge program (P00PURGE) that removes data from a specified file. You run them when you want to remove a large amount of data.

JD Edwards World provides special purges for removing data from files where the selection criteria needs to be more specific. Special purges are programs that have predefined criteria that the system checks before removing any data so you avoid removing associated data located in other files.

61.1.1 What You Should Know About

Topic	Description
Customer Service Inquiry (P42045)	To minimize the size of the Sales Order files, the concept of 'purging to history' may be implemented by either the Sales Update program (P42800) or by running Special purge programs. During this process, completed sales orders from the Sales Order Header and Detail files (F4201 and F4211) are moved to their respective history files (F42019 and F42119). The Customer Service Inquiry program reads both sets of files enabling both active and historical sales orders to be viewed in a single program.
Customizing a purge	You can create a customized purge by changing the data selection to fit your needs. For example, you could use a range of fiscal years rather than all dates.
Processing options	All of the DREAM Writer versions of the P00PURGE program and many of the Special Purge programs have the following two processing options: ■ Save Purged Records - This determines whether deleted records are copied to an archive file in a designated purge library. JD Edwards World strongly recommend that this option always be set to 1 so that there is an opportunity to recover the deleted records. ■ Reorganize File - This tells the purge program whether to reorganize the physical file that has just been purged. Since the space occupied by deleted records is not recovered until the file is reorganized, you can choose to let the purge program do the job or run the IBM command (RGZPFM) manually at a later date.
Technical considerations	The following technical considerations apply to both general and special purges: ■ If File Output Type on the DREAM Writer Additional Parameters form for the DREAM Writer version you are using is set to 1 (for OPNQRYF), you must also set the Open for Delete (Y/N) field to Y. Also, you must specify at least one field in Data Sequencing. ■ If File Output Type on the DREAM Writer Additional Parameters form for the DREAM Writer version you are using is set to 2 (for logical file), the purge will reorganize the purged file based on the logical file that the system builds. This might increase the time that the system takes to perform the file reorganization.

Topic	Description
Restoring purged records	If you have used the save purged records option you may in very exceptional circumstances restore purged data. Prior to copying the purged records back in to your data files ensure you have created a copy or backup of the specific data files. The purge library created by the purge program will have been named by the following convention: JD Edwards World followed by the purge date in MMDDYY format (e.g. for a purge run on April 15, 2017 would create a library named JDE041517. To identify purge libraries on your system, use the work library (WRKLIB) command with 'JD Edwards World*' as the library parameter. The Text Description for the library will also inform you whether the library was created to contain purged data. To copy the purged records back use the copy file (CPYF) command specifying '*ADD' in the 'Replace or add records' parameter. **Note:** File restore operations should only be performed by experienced technical staff.

61.1.2 Before You Begin

- Back up the files that will be affected
- Determine the data you want to purge
- Verify that no users are working with the data that you want to purge and reorganize

See Also:

- *JD Edwards World Technical Foundation Guide*.

61.2 Running General Purges

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Data File Purges

From Data File Purges (G42312), choose an option

General purges for the Sales Order Management system include:

- Sales Order Detail purge
- Sales Order Detail History purge
- Sales Order Ledger purge

General purges are versions of the JD Edwards World general purge program that removes data from a specified file. You run general purges when you want to remove a large amount of data.

You can create versions of the general purge program to purge data from any JD Edwards World file. However, JD Edwards World recommends that you do not use general purges for files that have their own special purge programs. General purges

are not designed for files that have associated data in other files. Running a general purge for such files could cause you to lose data.

The general purges remove records with a next status of 999, or closed, from the specified file.

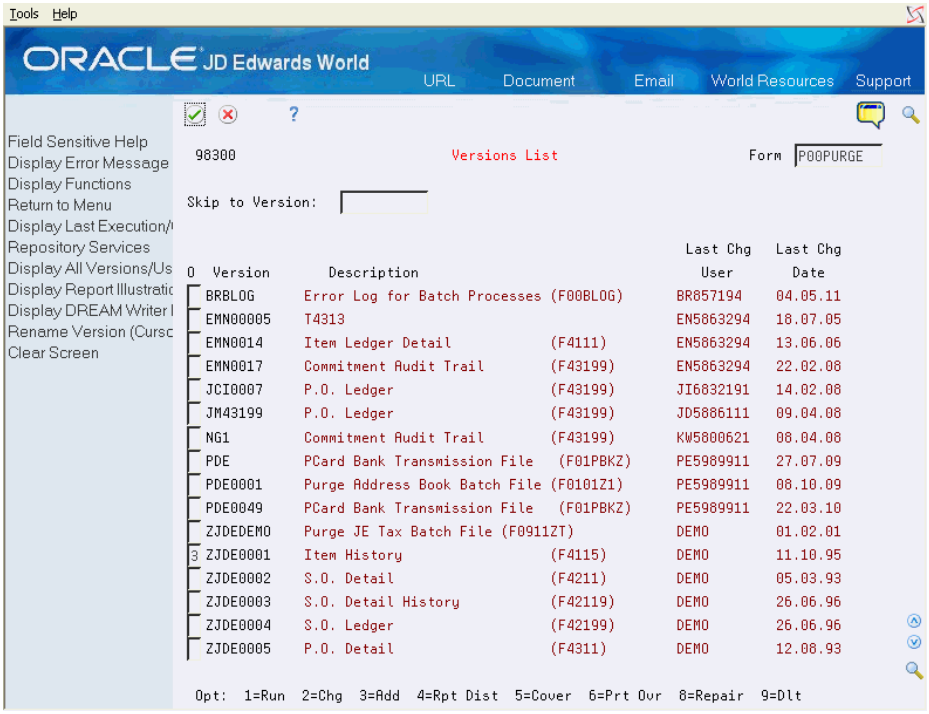
61.2.1 Creating a new DREAM Writer version for a purge

Before creating a new DREAM Writer version to purge a file, verify that a special purge program doesn't exist for that file. The ledger and balances files require special processing to select records. Those that can be purged have their own specific purge programs.

To create a new DREAM Writer version to purge a file, access the Versions List for P00PURGE. In this example, a P00PURGE version is being created for the Item Location file (F41021) from an existing version that purges the Item History file (F4115).

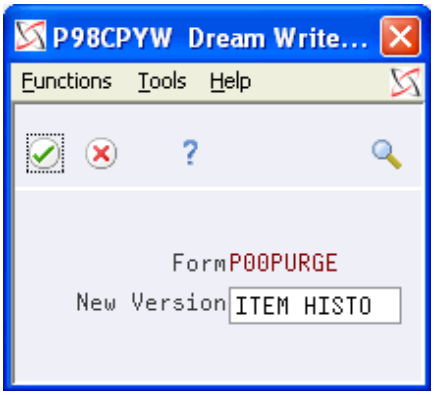
On Versions List

Figure 61–1 Versions List screen



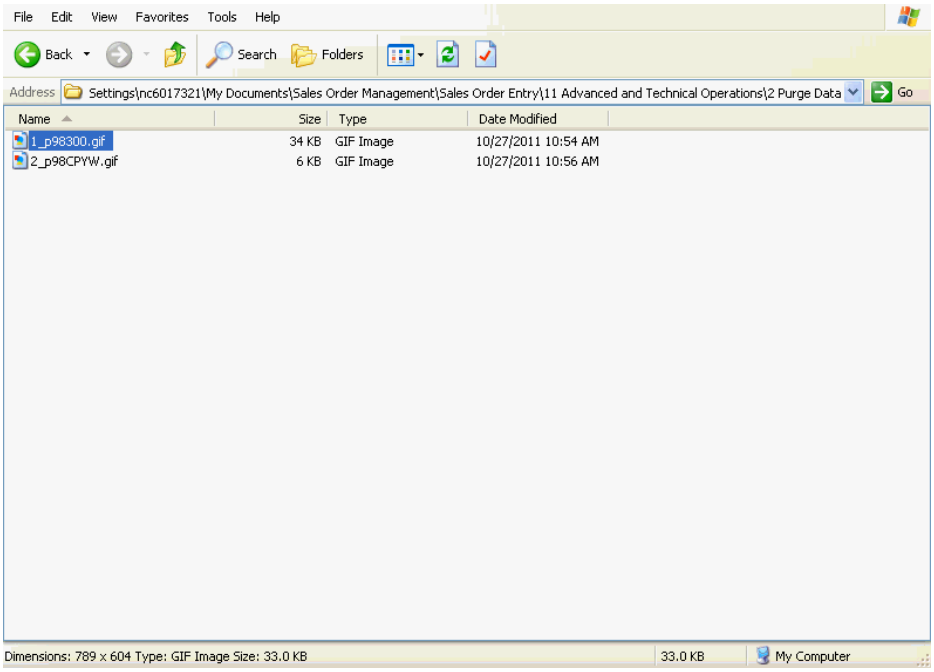
1. Enter a 3 next to the DEMO version of Item History.

Figure 61–2 DREAM Writer Version Copy screen



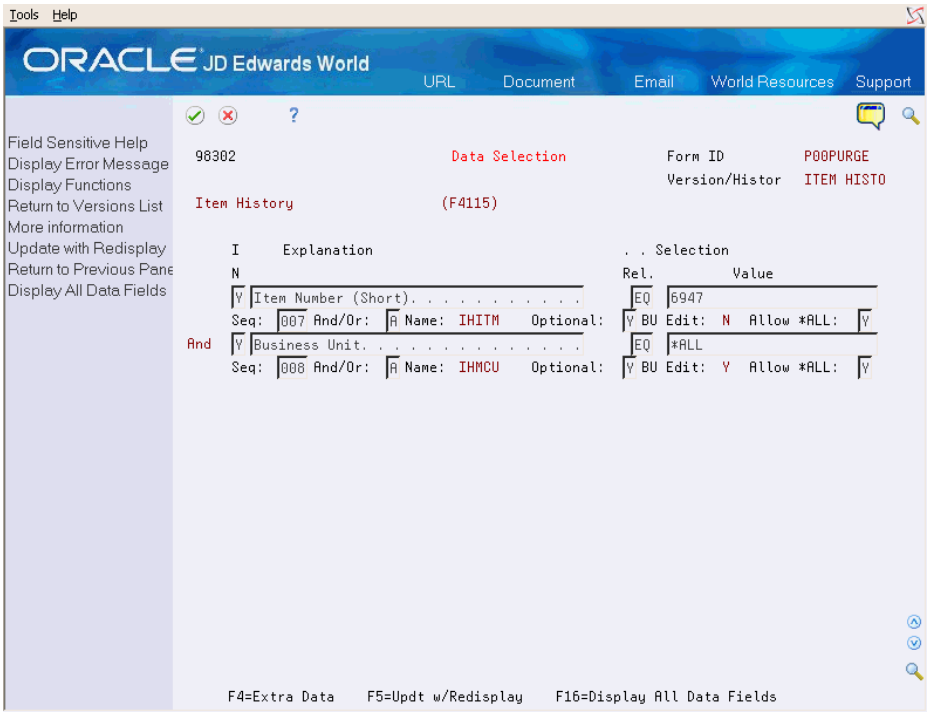
2. Enter a version title that will identify the new purge being created.

Figure 61–3 Additional Parameters screen



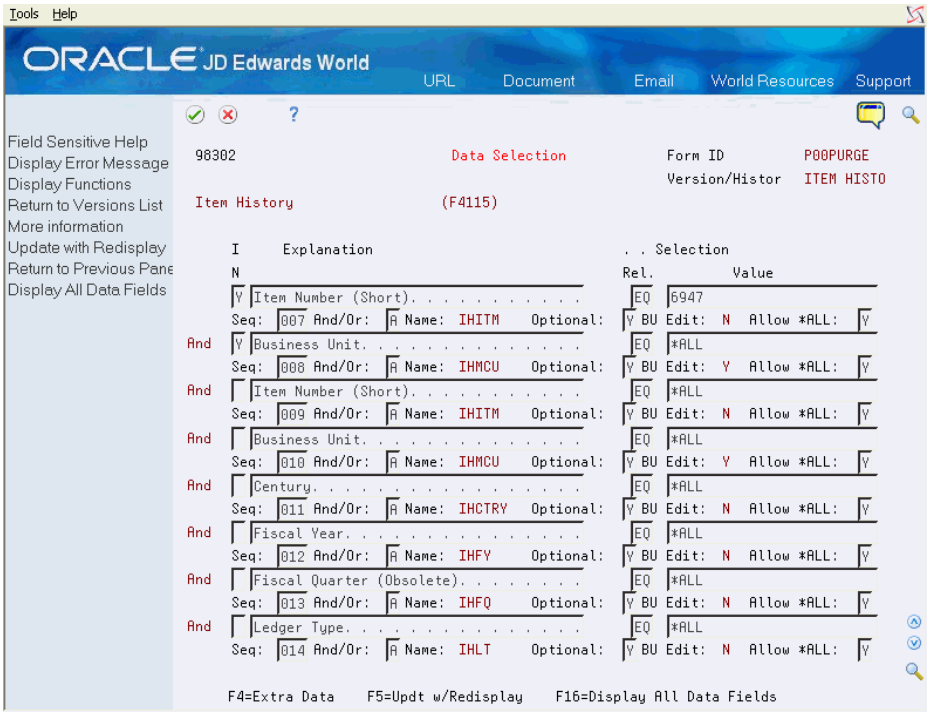
3. Enter the following fields to reflect the new file:
   - Based on File
   - Format Name
4. Set Processing Options as desired.
5. Review the Data Selection.

Figure 61–4 Data Selection screen



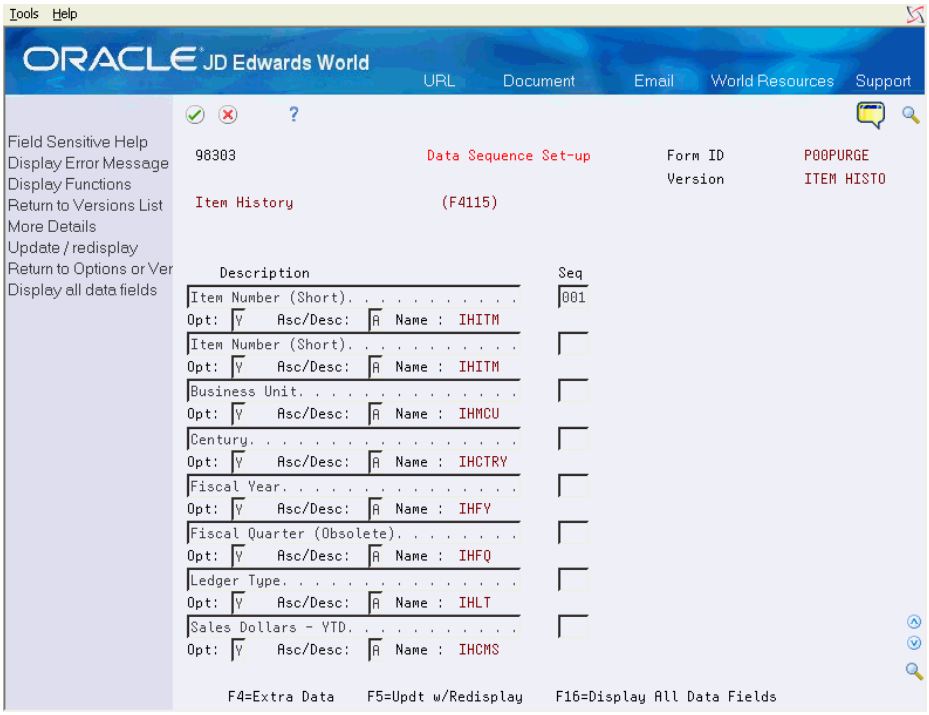
6. Note that the existing selection criteria from the Item History has been retained. These fields can be removed by entering N in the Include in Selection field and then pressing F5 to update.
7. Press F16 to display all the fields from the based on file that you can select from to create your data selection. Enter a Y against the specific fields you want to include.

Figure 61–5 Data Selection (All Fields) screen



8. As with data selection, the sequence fields from the Item History version will be retained. Remove these in a similar manner and then press F16 to display all the fields from the based on file you can select from to create your data sequencing criteria.

Figure 61–6 Data Sequence Set-up screen



9. Enter numerical sequence numbers against the fields your version to be sequenced by. After pressing enter your version will have been created and you will be returned to the versions list display.

61.2.2 What You Should Know About

Topic	Description
Sales Order Detail purge	When you set up order line types, you specify whether the system writes closed order lines to the Sales Order Detail History and leaves only cancelled order lines in the Sales Order Detail file when you run the Update Customer Sales program. You use the Sales Order Detail purge to remove records from the Sales Order Detail file. Optionally, you can move the records from the Sales Order Detail file to the Sales Order Detail History file. See Section 61.3.8, "Running Move Sales Order Detail to History."
Sales Order Detail Ledger	Within each step of the order activity rules there is a flag that determines whether a record from the Sales Order Detail file (F4211) is written to the Sales Order Detail Ledger file (F42199). As well as providing valuable historical information as orders progress through the system, the Sales Ledger file is also used for creating credit orders from history. It is also the basis of the Sales Ledger Inquiry program and Sales Ledger Detail reports.

61.2.3 Processing Options

See Section 70.1, "Batch File Purge (P00PURGE)."

61.3 Running Special Purges

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Data File Purges

From Data File Purges (G42312), choose an option

JD Edwards World provides special purges for removing data from files where the selection criteria needs to be more specific. Special purges are programs that have predefined criteria that the system checks before removing any data so that you avoid removing associated data that is located in other files.

Running special purges involves:

- Running the Sales Order Header purge
- Running the Extended Text purge
- Running the Batch Order Files purge
- Running Move Sales Order Detail to History

61.3.1 Running the Sales Order Header Purge

Use the Sales Order Header purge to purge sales order header records from the Sales Order Header file. Records are purged from the Sales Order Header file only if no open detail lines with a matching order type and order number combination exist in the Sales Order Detail file. In addition to purging records, you can optionally move information to the Sales Order Header History file (F42019) by setting the appropriate processing option. Since this program only selects header records without matching detail records it is advisable to run it immediately after the corresponding detail purge program.

What You Should Know About

Topic	Description
Purging header information during sales update	You can purge sales order header information from the Sales Order Header file and move it to the Sales Order Header History file during Sales Update (P42800). See Chapter 34, "Update Sales Information."

61.3.2 Processing Options

See Section 70.2, "Purge Sales Order Header File (F4201) (P4201P)."

61.3.3 Running the Sales Order Text Line Purge

This Sales Order Text Line program (P42960) is not exactly a purge program in that is does not delete any records. Specifically, the program reads through the Sales Order Detail file (F4211) looking for Text lines (Line type is equal to 'T') that do not have any associated non-text lines. Each record found that matches this criteria is set to closed

by having its next status set to 999. These detail records can then be purged by either the general or special Sales Order Detail purges.

61.3.4 Running the Extended Text Purge

You use the Extended Text purge to delete specific information from the Text Line file (F4314).

This purge checks the Sales Order Detail and the Purchase Order Detail files for open detail lines with matching order type and order number combinations. One of the following occurs:

- If the system does not find matching records, it deletes the extended text from the Text Line file.
- If the system finds matching records, it deletes the Extended Text from the Text Line file only if the matching detail files have a status of 999.

What You Should Know About

Topic	Description
Purging active order lines	The Extended Text purge removes closed text lines only if all other lines on the order are closed. Order lines whose status is not 999 cannot be purged. You can use the Sales Order Text Lines program to change the status of text lines to 999 (closed) on orders with no open detail lines. You use this program only if you have not set up the processing options for the Update Customer Sales program to purge text lines for closed orders.

61.3.5 Processing Options

See Section 70.3, "Extended Text Line Deletion - F4314 (P4314P)."

61.3.6 Running the Batch Order Files Purge

Delete processed sales orders from the batch receiver files by using the Batch Order Files purge. The system selects only records with Y in the Processed (Y/N) field of the batch receiver files.

The following files are purged by this program:

- Batch Receiver File - Order Headings (F4001Z)
- Batch Receiver File - Order Details (F4011Z)
- Sales Order Detail File - Tag File from Transportation (F49211Z)

This purge does not remove records from the Destination Quantity file (F4012Z). Use the general purge program to remove data from this file.

61.3.7 Processing Options

See Section 63.4, "Recurring Batch Order Entry (P4001Z)."

61.3.8 Running Move Sales Order Detail to History

Run the Move Sales Order Detail to History program to purge detail lines with a status of 999 from the Sales Order Detail file (F4211) and move them to the Sales Order History file (F42119).

This process can also be achieved as part of the Sales Update program.

What You Should Know About

Topic	Description
Price Adjustment History (F4074)	If the processing option is set to purge the Price Adjustment History file, the data will be lost since there is no archive file to receive its data.

See Also:

- Chapter 34, "Update Sales Information."

61.3.9 Processing Options

See Section 70.4, "Purge Details to History (P42996)."

62

Work with Subsystem

This chapter contains these topics:

- Section 62.1, "Defining the Subsystem,"
- Section 62.2, "Starting Jobs in the Subsystem,"
- Section 62.3, "Stopping Jobs in the Subsystem,"
- Section 62.4, "Running the Subsystem in Sleeper."

You can automate some processes, such as printing documents or running required procedures, by setting up a subsystem to run them.

Your system might comprise one or more subsystems. You use subsystems to run specific sets of jobs, such as a group of print jobs. Subsystems create a suitable environment in which those jobs can run. It is easier to control a group of jobs through subsystems because you can individually start and stop subsystems.

To define the subsystem, you specify:

- The version of the program that you want to run
- The environment in which the system should run the program

You use the Start Subsystem program to begin running specified jobs in the subsystem.

You must stop the subsystem before you perform end-of-day processing. You can also stop one or more jobs in the subsystem at any time.

Before You Begin

- Define default output queues for print programs. See Defining Default Print Queues in the *JD Edwards World Inventory Management Guide*.

62.1 Defining the Subsystem

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Operations (G4231), choose Define Subsystem

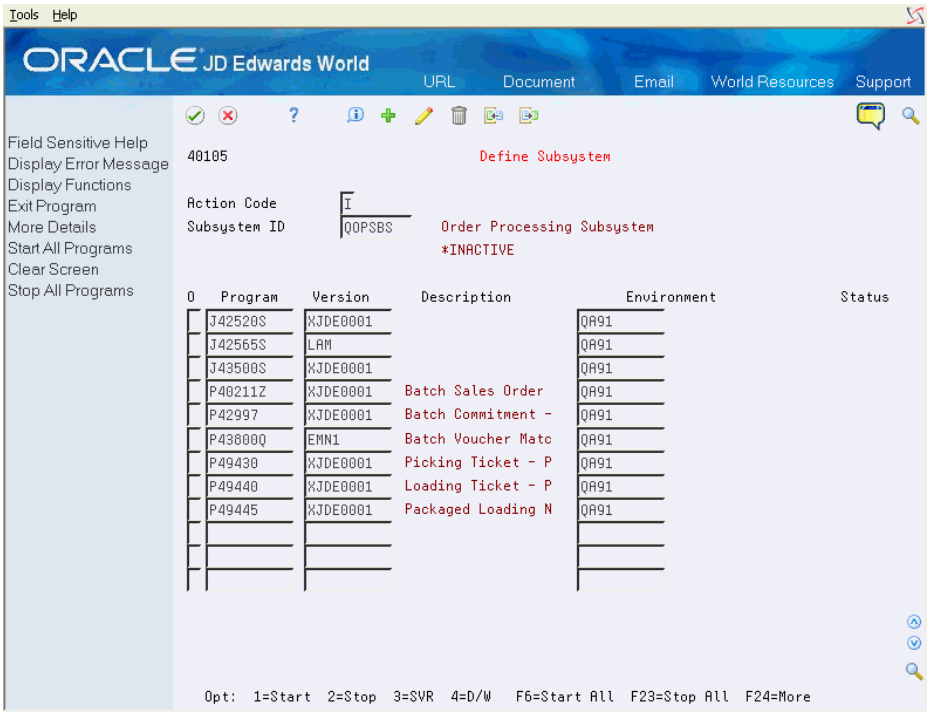
For distribution systems, you can print several documents through the subsystem, as well as run some processes. To define the subsystem, you specify:

- The version of the program you want to run
- The environment in which the system should run the program

To define the subsystem

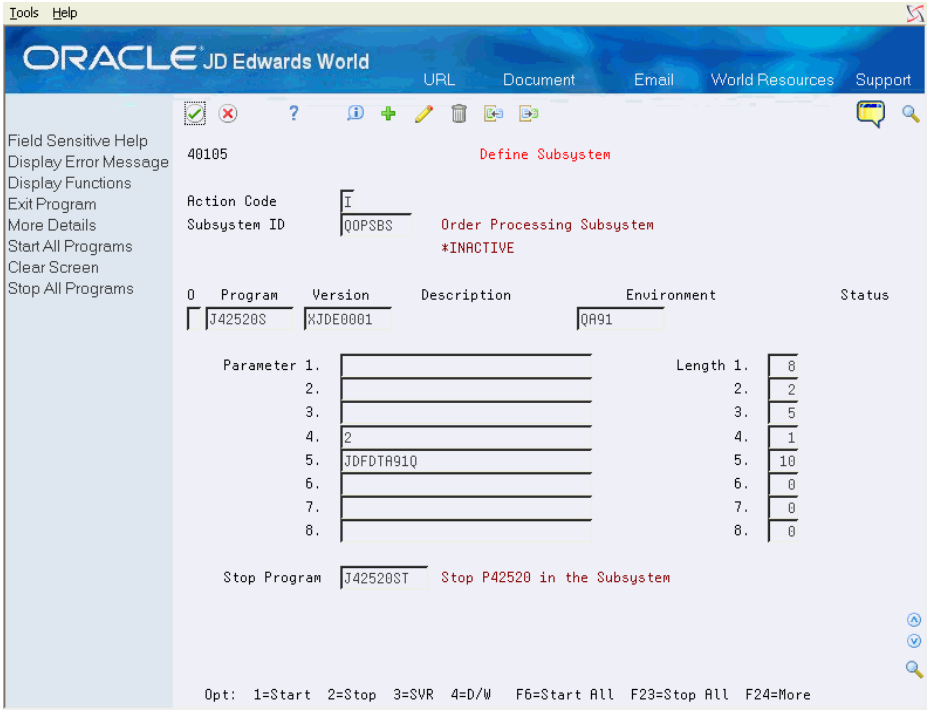
On Define Subsystem

Figure 62–1 Define Subsystem screen



1. For each program you want to run through the subsystem, complete the following fields:
   - Version
   - Environment
2. Access the detail area.

Figure 62–2 Define Subsystem (Detail) screen



3. To specify a library, complete the following optional field:

- Library

Field	Explanation
Program	The RPG program name defined in the Software Versions Repository Master table. T SS XXX T – Specific member ID number SS – System number (for example, 01 for Address Book) XXX – Member type (for example, P for Program, R for Report, and so on) *Form-specific information* This code identifies the print program that you want to define within the subsystem.
Version	Identifies a group of items that the system can process together, such as reports, business units, or subledgers. *Form-specific information* The DREAM Writer version of the print control or gantry program identified in the program field.
Environment	The name associated with a specific list of libraries. The J98INITA initial program uses these library list names to control environments that a user can sign on to. These configurations of library lists are maintained in the Library List Master table (F0094).

Field	Explanation
Parameter 1	A generalized 10 character parameter value passed to a called program. *Form-specific information* For Gantry Subsystem: You must enter the name of the library where the Download Data Queue (DTAQGD) exists. For example, *LIBL.
Length 1	The length of the parameter which the called program is expecting. *Form-specific information* For Gantry Subsystem: You must enter a value of 10.

62.1.1 What You Should Know About

Topic	Description
Displaying specific subsystems	The Define Subsystem form displays subsystem information about the subsystem you specified in the processing options. If you did not specify a subsystem, or if you want to display a different subsystem, enter the subsystem name in the Subsystem ID field.
Multiple environments	It is not recommended that you set up subsystems in multiple environments since they will share the same data queue. This may cause data from one environment to be processed by the subsystem in a different environment.

62.2 Starting Jobs in the Subsystem

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Start Subsystem

You use the Start Subsystem program to begin running specified jobs.

You can start the subsystem for:

- A specific program
- All programs

To start jobs in the subsystem

On Define Subsystem

For each job you want to start, complete the following field:

- Option

  The status field displays *ACTIVE for each program you started.

62.2.1 What You Should Know About

Topic	Description
Starting all jobs in the subsystem	You can start all jobs in the subsystem: ■ By choosing the function that starts all jobs in the subsystem from the Define Subsystem form ■ By choosing the Start Subsystem selection from the menu

62.3 Stopping Jobs in the Subsystem

Navigation

From Sales Order Management (G42), choose hidden selection 27

From Sales Order Advanced & Technical Ops (G4231), choose Stop Subsystem

You must stop the subsystem before you perform end-of-day processing. You can also stop one or more jobs in the subsystem at any time.

You can stop jobs in the subsystem for:

- A specific program
- All programs

To stop jobs in the subsystem

On Define Subsystem

For each job you want to stop, complete the following field:

- Option

  This stops the job in the subsystem, but the subsystem is still active.

62.3.1 What You Should Know About

Topic	Description
Stopping all jobs	You can stop all jobs in the subsystem: ■ By choosing the function to stop all jobs from the Define Subsystem form ■ By choosing the Stop Subsystem menu option Either method stops all jobs, but the subsystem remains active.
Stopping the subsystem	When you use the Stop All function on Define Subsystem, you stop all jobs, but you do not stop the subsystem. To stop the subsystem, use the Stop Subsystem menu option and verify that you run the version defined to both stop all jobs and stop the subsystem.

62.3.2 Processing Options

See Section 70.5, "Start/Stop Subsystem (P40420)."

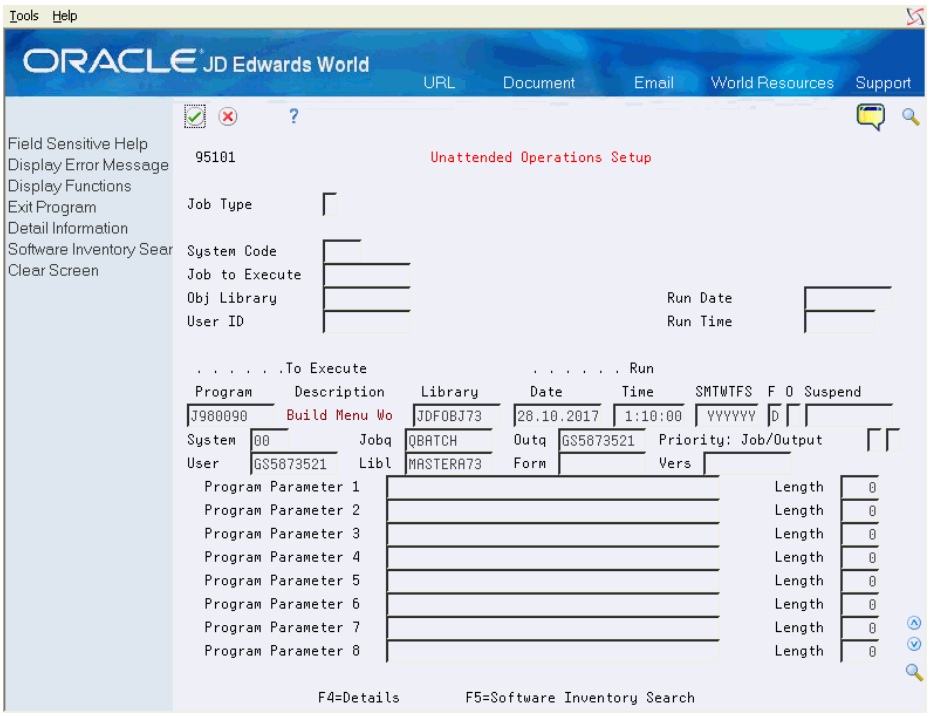
62.4 Running the Subsystem in Sleeper

You can set up the jobs to start and stop subsystems in Sleeper. First, identify the DREAM Writer versions of Start/Stop Subsystem (P40420) that you are going to use. Second, navigate to Unattended Operations Setup via menu G9643.

To define a Sleeper Job

On Unattended Operations Setup

Figure 62–3 Unattended Operations Setup screen



For each version of the Start/Stop Subsystem program you want to run complete the following fields:

- Program
- Library (the object library in your environment)
- Run Date & Time
- Days of the week if daily
- Frequency
- System
- User (the ID of the user who normally runs the Start/Stop Subsystem job
- Libl (the environment name)
- Vers (the DREAM Writer version that is used for starting or stopping the subsystem)

Part XI

Processing Options

This part contains these chapters:

- Chapter 63, "Sales Order Processing Options,"
- Chapter 64, "Additional Order Entry and Release Processing Options,"
- Chapter 65, "Sales Order Information Processing Options,"
- Chapter 66, "Sales Order Processing – Processing Options,"
- Chapter 67, "End of Day Processing – Processing Options,"
- Chapter 68, "Price Processing Options,"
- Chapter 69, "Preferences Processing Options,"
- Chapter 70, "Advanced and Technical Operations Processing Options,"
- Chapter 71, "System Setup Processing Options."

63

Sales Order Processing Options

This chapter contains these topics:

- Section 63.1, "Sales Order Entry (P4211),"
- Section 63.2, "Single Line Order Entry (P4201A),"
- Section 63.3, "Batch Edit - Creation (P40211Z),"
- Section 63.4, "Recurring Batch Order Entry (P4001Z),"
- Section 63.5, "Manufacturing Work Order Entry (P48013)."

63.1 Sales Order Entry (P4211)

Processing Option	Processing Options Requiring Further Description
SALES ORDER DEFAULT VALUES:	
1. Document Type (Required)	Enter the document type relevant to this particular version of Sales Order Entry. You will likely have multiple versions of P4211 to accommodate each of the different document types you use, for example, sales orders, blanket orders, quote orders, ECS orders, and so on.
2. Line Type (Optional)	Enter the line type to default to all order lines; otherwise, the system retrieves the line type from Item Branch Information (P41026) or Item Master Information (P4101) set up for the item number. You can also manually enter a line type.
3. Beginning Status (Optional)	
4. Override Next Status (Optional)	
5. Unit of Measure (Optional)	
6. Line Number Increment (Optional)	
7. Reason Code (Optional)	
UNIT OF MEASURE DEFAULT VALUES:	
8. Enter '1' to use the Pricing UOM as the default Transaction UOM. If left blank, the Primary UOM will be used instead.	
WORK ORDER DREAM WRITER VERSIONS: Enter the version for each program. If left blank, ZJDE0001 will be used:	

Processing Option	Processing Options Requiring Further Description
9. Work Order Entry (P48013)	
10. WO Server for Sale Order (X4201WO)	
ORDER DUPLICATION DEFAULT VALUES:	
11. Document Type	Enter the document type for new orders you create when you press F21 to copy an existing order.
12. Beginning Status	Enter the Last Status for new orders you create when you press F21 to copy an existing order.
13. Enter text duplication selection '1' to copy line text '2' to copy line and order text '3' to copy order text	
ADDRESS BOOK DEFAULT VALUES:	
14. Address Book default branch. '1' - Ship To Address '2' - Sold To Address ' ' - User default location	
DOWNLOAD HEADER INFORMATION:	
15. Enter '1' to automatically load header values to the detail lines after a change. If left blank, it must be done manually.	
PROMPTING CONTROL:	
16. Enter the Screen Format: 1 = Quantity, Item, Price 2 = Quantity, Item, Description 3 = Item, Quantity, Price 4 = ECS format 5 = Aggregates format (If left blank, format 1 is used.) Enter a '1' to:	
17. Display Headings first.	
18. Be prompted to accept the order. **Note:** Accept mode should not be on for configured items.	Set this to blank if you enter configured items. Two-cycle order entry is not valid for configured items as the configuration is recorded on the first cycle.
19. Allow the addition of a Customer Master record, if not set up.	Set this to 1 to have the Customer Master screen (P01053) automatically appear when you enter a sold-to or ship-to address for which master information does not currently exist. If you don't set this option to 1, you can add an order without Customer Master information. However, the system will error on the order at Sales Update (P42800).
20. Prohibit order entry if Customer Master record is not set up.	
21. Load Online Invoice information before the order is accepted.	
PROMPTING CONTROL:	

Processing Option	Processing Options Requiring Further Description
22. Enter '1' to receive an error when no base price is in effect. Enter '2' to ship any notifications when no base price is in effect. If left blank, you will receive a warning.	
23. Enter which Item Search screen is to be used to return items: 1 = Item Search window allowing the return of multiple items 2 = Full Item Search screen with Query capabilities (If left blank, the Item Search window allowing the return of a single item will be used.)	The option you choose determines the item search screen that displays when you press F1 on the Item Number field in the detail screen. A blank in this option prompts the P40ITM1 window. Option 1 prompts the P40ITM2 window, and option 2 prompts the P41200 screen.
ORDER HOLD CODES:	
24. Customer Credit Checking	
25. Order Margin Checking	
26. Order Line Margin Checking	
27. Order Minimum Value Checking	
28. Order Maximum Value Checking	
29. Partial Order Hold	
30. Product Allocation Hold	
LINE CONTROL STATUS:	
31. Enter the next status code beyond which a detail line cannot be changed. If left blank, no restriction will be put on the changing of a line.	
FIELD DISPLAY CONTROL: Enter '1' to protect or '2' to suppress	
32. Cost Fields	
33. Price Fields Enter '1' to protect the following:	
34. Status Codes	
35. Price adjustment driver fields	Set this to 1 to protect the following fields: Branch, Adjustment Schedule, Trade Discount, Payment Terms, Payment Instructions, and Item Price Group. The value also protects freight charge related fields including Shipping Commodity Code, Shipping Condition, Rate Code, Route, Stop and Zone.
36. Sold To field on the header Enter a '1' to suppress the following:	
37. Closed Detail Lines	
38. Credit Card Information	
39. Freight and Carrier Information	
40. Commission Information	
CREDIT ORDER PROCESSING:	

Processing Option	Processing Options Requiring Further Description
41. Enter the status code to select when retrieving credit orders.	This option is relevant to the Credit Orders from History program (P42045).
42. Enter '1' if the previous status is the last status. If left blank it will be the Next Status.	This option is relevant to the Credit Orders from History program (P42045).
CROSS REFERENCE INFORMATION:	
43. Enter the Cross Reference Type for: - Substitute Items - Associated Items - Replacement Items	
44. Enter '1' to use the substitute item's Unit Price. If left blank, the original item's price will be used to order the substitutes.	
KIT PROCESSING:	
45. Enter '1' to suppress Kit Component lines.	
46. Enter the version of Kit Inquiry to call. If left blank, version ZJDE0001 will be called.	
47. Enter '1' to suppress availability information in the Kit Window.	
AVAILABILITY CHECKING:	
48. Enter '1' to be notified of an automatic backorder or cancel. Enter '2' to be notified but not create the backorder or cancel. Enter '3' to create the backorder or cancel automatically and update the order without issuing the warning. If left blank, no availability checking will be done.	
COMMITMENT CONTROL:	
49. Enter '1' for commitment to Other Quantity 1. Enter '2' for commitment to Other Quantity 2. This option is typically used in conjunction with a Blanket or Quote Order. If this option is used, the commitment preference will be ignored.	This option applies to stock items only. You set the option to 1 or 2 if you do not want the items you enter on the order to affect availability. For example, you usually do not want items on blanket orders or quote orders to affect availability. If you leave this option blank, all stock items you enter on the order will accumulate to either the soft, hard, or future commitment buckets in the Item Balance file (F41021). If you set the option to 1 or 2, quantities accumulate to the SO Quantity 1 or SO Quantity 2 buckets. You can view cumulative quantities for an item in Detailed Availability (P41023). When you set this option to 1 or 2, the system also updates the Other Quantity 1 or 2 fields (SDOTQY) in the Sales Order Detail file (F4211). It also prevents the system from updating the Open Order Amount (SHOTOT) in the Sales Order Header file (F4201). If you release items from blanket or quote orders using the Release Orders program (P420111), the program assumes released orders were initially recorded to the other quantity 1 or 2 buckets.
AUTOMATIC PROCESSING:	

Processing Option	Processing Options Requiring Further Description
50. Enter '1' to automatically display the Supply and Demand screen when a new sales detail line is backordered.	
51. Enter '1' to print pick slips or a '2' to print invoices through the subsystem. Enter '3' for on-line commitment or a '4' for subsystem commitment. **Note:** If ECS is on, '1' will print order-based packed loading notes through a subsystem.	Set this option to 3 to have the system automatically hard commit orders, in which case P4211 calls the Batch Commitment program (P42997) to perform the hard commitment.
52. Enter '1' for auto order repricing.	
DREAM WRITER VERSIONS: Enter the version for each program. If left blank, ZJDE0001 will be used:	
53. Pick Slip Print (P42520)	
54. Supply and Demand (P4021)	
55. Std Order/Basket Reprice (P421301) or Adv Order/Basket Reprice (P42750)	
56. Customer Service (P42045)	
57. Online Invoice (P42230)	
58. Preference Profile (P40400)	
59. Check Price (Advanced) (P40721)	
60. Customer Master (P01053)	
61. TM Rate & Route server PSMR9100	
CONFIGURATOR PROCESSING:	
62. Enter one of the following for the mode of Specification Entry. If left blank, '2' will be used: '1' = Text Mode '2' = Assisted Mode '3' = Assisted Prompt Mode	
TRANSFER PRICE UPDATE:	
63. Enter the order type(s) that the system will use to invoke inter-branch updates. To specify more than one order type, type them one after the other along this field.	
64. Enter the transfer pricing method to be used. Default method is 1. 1 = Branch cost mark-up 2 = Transfer pricing	
65. Enter '1' to allow inter-branch invoicing. If left blank, no inter-branch invoice can be run.	
66. Enter '1' to allow tax calculation on inter-branch invoicing.	

Processing Option	Processing Options Requiring Further Description
WAREHOUSE PROCESSING:	
67. Enter the request processing mode: ' ' = No pick requests '1' = Generate requests only '2' = Generate requests and process using the subsystem	
68. If processing pick requests using the subsystem, enter the DREAM Writer version to use. If blank, XJDE0002 is used. (See Form ID P46171.)	
69. Enter an override next status for sales order lines for which requests have been generated.	
ORDER TEMPLATE PROCESSING:	
70. Enter a '1' to use the Sold-to address number for order template. Enter a '2' to use the Ship-to address number. If left blank, no automatic order template processing will be performed.	
71. Enter the order template name.	
BLANKET/QUOTE PROCESSING:	
72. Enter '1' for automatic access to the blanket/quote release processing by Sold To address. Enter '2' for automatic access to the blanket/quote release processing by Ship To address. If left blank, no automatic access to the blanket/quote release processing will be performed.	
PREFERENCE PROFILE PROCESSING:	
73. Enter a '1' to use preference profile defaults. If left blank, no preference profile information will be defaulted.	If you enter 1 in this field, you must also set up a corresponding version of the Preference Processing program (P40400) and attach it to processing option 56.
74. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches or to view grade or potent items in the commitment window.	
CURRENCY PROCESSING:	
75. Enter the tolerance limit percentage to warn you of currency rate changes. A 15.0 indicates a warning if the rate is 15 percent greater or less than the current rate.	
LOAD CONFIRM PROCESSING: (ECS):	
76. Enter '1' to automatically branch to load confirm when order are added.	
77. Enter the version of Bulk Load Confirm (P49510) to be used.	
78. Enter the version of Packaged Load Confirm (P49530) to be used.	
AVIATION/MARINE PROCESSING: (ECS):	

Processing Option	Processing Options Requiring Further Description
79. Enter the version of the Additional Parameters program (P49510A) to be used.	
TRIP ASSIGNMENT WINDOW: (ECS):	
80. Enter the version of the Trip Assignment window (P49200) to be used.	
MARK-FOR ADDRESS PROCESSING:	
81. Enter '1' to display Mark-for Address.	
ADVANCED LOT MANAGEMENT:	
82. Enter '1' to issue an error when the Ship Ascending Date Rule is violated. If left blank, only a warning will be issued.	
83. Enter '1' to issue a warning when an immature lot (one not yet in effect) is entered and to include immature lots in the calculation of availability. If left blank, an error will be issued and immature lots will not be counted as available.	
SERVICE WARRANTY MANAGEMENT:	
84. Enter '1' to submit a batch job upon exiting Sales Order Entry to automatically assign service warranties to sales order detail lines.	
85. Enter the DREAM Writer version for Batch Assign Service Warranty (P42404). If left blank, XJDE0001 is used.	
USER DEFINED DATA:	
86. Enter '1' to automatically display sales order header-user defined data (P42016) whenever a new sales order header is added. Enter '2' to allow access to sales order header-user defined data by function key from the sales order header, but not display the data automatically. If left blank, there will be no access to user defined data for the sales order header.	
87. Enter '1' to automatically display sales order detail-user defined data (P42116) whenever a new sales order detail line is added. Enter '2' to allow access to sales order detail-user defined data by selection option from a sales order detail line, but not display the data automatically. If left blank, there will be no access to user defined data for the sales order detail lines.	
USER DEFINED DATA (Continued):	
Enter the DREAM Writer version for each program. If left blank, version ZJDE0001 will be used.	
88. Sales order header-user defined (P42016)	
89. Sales order detail-user defined (P42116)	
REPRICING WHEN ORDER QUANTITY CHANGES:	

Processing Option	Processing Options Requiring Further Description
90. Enter '1' to retain the original base price but recalculate the price adjustments when the order quantity is changed. Enter '2' to retain the original base price and also retain the original price adjustments. If left blank, a new base price will be retrieved and new price adjustments calculated.	

63.2 Single Line Order Entry (P4201A)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
Common:	
1. Document Type (Required)	
2. Line Type	
3. Unit of Measure	
4. Line Number Increment	
WORK ORDER DREAM WRITER VERSIONS: Enter the version for each program. If left blank, ZJDE0001 will be used:	
5. Work Order Entry (P48013)	
6. WO Server for Sales Order (X4201WO)	
ADDRESS BOOK DEFAULT VALUE:	
7. Address Book default branch. '1' - Sold To Address '2' - Ship To Address ' ' - Default Location (F40095)	
ORDER HOLD CODES:	
8. Credit Checking	
9. Order Margin Checking	
10. Line Margin Checking	
11. Minimum Order Value Checking	
12. Maximum Order Value Checking	
13. Partial Order Hold	
AUTOMATIC PROCESSING:	
14. Enter '1' to hard commit orders with the Commitment Subsystem. If left blank, all orders will be excluded from commitment subsystem processing.	
FIELD DISPLAY CONTROL:	

Processing Option	Processing Options Requiring Further Description
15. Enter a '1' to protect the price fields or a '2' to make the prices non-display. If left blank, all price fields will be displayed and unprotected.	
16. Enter '1' to protect pricing driver fields.	
KIT PROCESSING:	
17. Enter '1' to prevent kit components from being written. If left blank kit components will be written to the Sales Detail File (F4211).	
18. Enter '1' to suppress the display of kit component lines. If left blank, kit component lines will be displayed.	
19. Enter '1' to suppress availability information in the Kit Window. If left blank, availability will be displayed.	
COMMITMENT CONTROL:	
20. Enter a '1' to have the system perform item availability check. If left blank, no availability checking will be performed.	
21. Enter '1' for commitment to Other Quantity 1 or '2' for commitment to Other Quantity 2. This option is commonly used in association with Blanket or Quote orders.	
22. Enter '1' to be notified of an automatic backorder or cancel. Enter a '2' to be notified but not create backorder or cancel.	
23. Enter '1' to automatically display the Supply and Demand Inquiry when a new line is backordered.	
PROMPTING CONTROL:	
24. Enter a Next Status to protect a detail line from modification. A line cannot be changed if its next status is greater than or equal to this value.	
25. Enter a Next Status to protect the line from cancellation. A line cannot be cancelled if its next status is greater than or equal to this value.	
26. Enter '1' to use the Item Search Video with Query capabilities. If left blank, the Item Search Window will be used.	
CROSS REFERENCE INFORMATION:	
27. Enter the cross reference type to use when searching for substitute items.	
28. Enter the cross reference type to use when searching for replacement items.	

Processing Option	Processing Options Requiring Further Description
29. Enter the cross reference type to use when searching for associated items.	
30. Enter '1' to order the substitute item with its own Unit Price. If left blank, will use the original item's Unit Price.	
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
31. Sales Order Repricing (P421301)	
32. Print Pick Slip (P42520)	
33. Supply & Demand Inquiry (P4021)	
34. Customer Service Inquiry (P42045)	
35. Customer Master (P01053)	
CURRENCY PROCESSING:	
36. Enter a tolerance limit percentage to warn of radical currency rate change (enter 15 to indicate a 15% +/- change).	
TRANSFER PRICE UPDATE:	
37. Specify the Order Type(s) that the system uses to invoke transfer cost update (SDTCST). If more than one Order Type is required, type them one after the other along this field.	
38. Enter the transfer pricing method to be used. Default method is 1. 1 = Branch cost mark-up. 2 = Transfer pricing.	
39. Enter '1' to allow inter-branch invoicing. If left blank, no inter-branch invoices can be run.	
CONFIGURATOR PROCESSING:	
40. Enter one of the following for the mode of Specification Entry. If left blank, '2' will be used: '1' = Text Mode '2' = Assisted Mode '3' = Assisted Prompt Mode	
WAREHOUSE PROCESSING:	
41. Enter the request processing mode: ' ' = No pick requests '1' = Generate requests only '2' = Generate requests and process using the subsystem	
42. If processing pick requests through the subsystem, enter the DREAM Writer version to use. If blank, XJDE0002 is used. (See Form ID P46171.)	

Processing Option	Processing Options Requiring Further Description
43. Enter an override next status for sales order lines for which requests have been generated.	
BLANKET/QUOTE PROCESSING:	
44. Enter a '1' for automatic access to the blanket/quote release processing. If left blank, no automatic blanket/quote release processing will be performed.	
LOT PROCESSING:	
45. Enter '1' to issue a warning when an immature lot (one not yet in effect) is entered and to include immature lots in the calculation of availability. If left blank, a hard error will be issued and immature lots will not be counted as available.	

63.3 Batch Edit - Creation (P40211Z)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Document Type	Enter the document type relevant to this particular version of Sales Order Entry. You'll likely have multiple versions of P4211 to accommodate each of the different document types you use, for example, sales orders, blanket orders, quote orders, ECS orders, and so on.
2. Line Type	Enter the line type to default to all order lines; otherwise, the system retrieves the line type from Item Branch Information (P41026) or Item Master Information (P4101) set up for the item number. You can also manually enter a line type.
3. Cost Center or Business Unit	
4. Last Status Code	
5. Override Next Status Code	
6. Line Number Increment	
ADDRESS BOOK DEFAULT VALUE:	
7. Address Book Default Cost Center. '1' - Ship To Address '2' - Sold To Address If left blank, the Cost Center will default in from an EDI map or Processing Option 3.	
ORDER HOLD CODES:	
8. Product Allocation Hold	
9. Credit Check	
10. Order Margin Check	
11. Line Margin Check	
12. Maximum Order Value	
13. Minimum Order Value	

Processing Option	Processing Options Requiring Further Description
14. Partial Order Hold	
15. Customer Discrepancy Hold (Freight, Pymt Terms, Price Tol)	
16. Minimum Purchase Order Value	
AVAILABILITY CHECK AND COMMITMENT:	
17. '1' = Perform availability check and online commitment. '2' = Perform availability check but bypass online commitment. ' ' = Bypass availability check and online commitment.	'1' = Perform availability check and online commitment via the Batch Commitment program (P42997) and perform hard commitment.
UPDATE OPTION:	
18. Enter '1' to use the override sales prices in the batch file (F4011Z) to create sales orders. If left blank, will use the Unit Price in the Base Price File (F4106).	
TRANSFER PRICE UPDATE:	
19. Specify the Order Type(s) used by the system to invoke transfer cost update (SDTCST). If more than one order type is required, type them one after the other along this field.	
20. Enter the transfer pricing method to be used. Default method is 1. 1 = Branch cost mark-up. 2 = Transfer pricing.	
21. Enter '1' to allow inter-branch invoicing. If left blank, no inter-branch invoice can be run.	
22. Enter '1' to allow tax calculation on inter-branch invoicing.	
KIT PROCESSING:	
23. Enter '1' to prevent kit components from being written. If left blank kit component records will be written to the Sales Detail File.	
WAREHOUSE PROCESSING:	
24. Enter a '1' to generate requests.	
25. Enter an override next status for sales order lines for which requests have been generated.	
PREFERENCE PROFILE PROCESSING:	
26. Enter a '1' to use preference profile defaults (P40400). If left blank, no preference profile information will be defaulted.	If you enter 1 in this field, you must also set up a corresponding version of the Preference Processing program (P40400) and attach it to processing option 31.
27. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches. If left blank, the branch from the Sales Order detail line will be used.	

Processing Option	Processing Options Requiring Further Description
BLANKET/QUOTE PROCESSING:	
28. Enter a '1' for automatic blanket order release by sold-to address number. Enter a '2' for automatic blanket order release by ship-to address number. If left blank, automatic blanket release processing will not be performed.	
29. Enter a '1' to commit to Other Quantity 1. Enter a '2' to commit to Other Quantity 2.	
30. Enter '1' to copy the user defined data from the blanket or quote line to the new sales line. If left blank, no user defined data will be copied to the new order.	
31. Enter the user defined data types that will be copied. You may specify up to five data types. Enter '*' in the first field to copy all data types.	
AUTOMATIC PROCESSING:	
32. Enter '1' for auto order repricing.	
ITEM CROSS-REFERENCE:	
33. Enter the cross-reference type for Replacement items.	
DREAM WRITER VERSION: Enter the version for each program. If left blank 'ZJDE0001' will be used.	
34. Preference Profiles (P40400)	
35. Std Order/Basket Reprice (P421301) or Adv Order/Basket Reprice (P42750)	
36. TM Rate and Route server PSMR9100	
37. WO Server for Sale Order (X4201WO)	
SDQ PROCESSING:	
38. Enter a '1' to consolidate the SDQ (F47013 records) into one Sales Order. If left blank multiple Sales Orders will be generated.	
LOT PROCESSING:	
39. Enter a '1' to commit from an immature lot (one not yet in effect). If left blank, immature lots will be skipped in the commitment process.	
EDI PROCESSING:	

Processing Option	Processing Options Requiring Further Description
40. Enter a '1' to perform Processing Control Edit to determine processing mode. If no Processing Control record is found, the EDI transaction will NOT be processed. Enter a '2' to perform Processing Control Edit. If no Processing Control record is found, the EDI transaction will be processed in the production mode. If left blank, all selected EDI transactions will be processed in the production mode.	Enter a '1' to check EDI Processing Control (P4770) to determine the processing mode. If no record is found the EDI transaction will NOT be processed. Enter a '2' to check EDI Processing Control (P4770) to determine the processing mode. If no record is found the EDI transaction WILL be processed in production mode. If left blank all EDI transactions will be processed in production mode. EDI Processing Control (P4770) is found using F15 from the Purchasing Instructions for Purchasing or Customer Billing Instructions for Sales.
PURCHASE ORDER PROCESSING:	
41. Enter the sales order type(s) for which the system automatically generates a related purchase order. You may specify up to twelve order types.	
Enter the default values for the related purchase order: 42. Document Type 43. Beginning Status 44. Override Next Status	
45. Enter a '1' to default the Ship To address number on the purchase order from the address number for the branch/plant on the purchase order header. If left blank, the Ship To address number on the purchase order will default from the Ship To address number on the sales order.	
TRANSFER ORDER PROCESSING:	
46. Enter the sales order type(s) which will be created as a transfer order between branches (the system also automatically generates a related purchase order). You may specify up to twelve order types.	
Enter the default values for the related purchase order: 47. Document Type 48. Beginning Status 49. Override Next Status	
50. Enter '1' to use the cost plus any transfer cost markups as the sales order price. Enter '2' to use the default price from the Base Price (F4106) file. If left blank, the cost alone will be used as the sales order price.	
51. Enter '1' to allow entry of a transfer order for a lot item when the lot is on hold. If left blank, an error will be issued.	

Processing Option	Processing Options Requiring Further Description
52. Enter '1' to not default the lot on the sales order to the purchase order if lot assignment is optional for the item in the ship-to branch/plant (the Lot Process Type is '0' or blank in Item Branch/Plant Information). If left blank, whenever a lot is assigned to the sales order, it will default to the purchase order.	
53. Enter '1' to copy associated test results in Quality Management from one branch to the other. If left blank, no test results will be copied.	
54. Enter '1' to turn off all tax calculations for BOTH the sales order and purchase order. If left blank, taxes will be calculated based on the taxable flags in the Item Branch/Plant Information (F4102) and the Line Type Constants (F40205).	
APPROVAL PROCESSING (PURCHASE ORDERS):	
55. Enter where the approval route code should be defaulted from OR enter a specific route code value. If left blank, no approval processing will be performed. 1 = Originators address book number 2 = Originators user profile 3 = Branch/Plant route code 4 = Default Locations route code	
56. Enter the Awaiting Approval status.	
57. Enter the Approved status.	
APPROVALS MANAGEMENT (PURCHASE ORDERS):	
58. Enter the Open status.	
59. Enter the Pending Approval status.	
60. Enter the Rejected status.	
61. Enter the Approved/Pending Header Approval status.	
Enter the Approved/Header Rejected status.	
Enter the Approved status.	

63.4 Recurring Batch Order Entry (P4001Z)

Processing Option	Processing Options Requiring Further Description
ORDER ENTRY DEFAULT VALUES:	
1. Order Type	
2. Line Type	
3. Beginning Status	
4. Next Status	
5. Line Number Increment	

Processing Option	Processing Options Requiring Further Description
DREAM WRITER VERSIONS: Enter the version for each program. If left blank, ZJDE0002 will be used.	
6. Order Edit and Creation (P40211Z)	
AUTOMATIC PROCESSING:	
7. Enter a '1' to edit/create order lines via the subsystem. If left blank, orders will be written to the Batch Receiver files only.	
FIELD DISPLAY CONTROL:	
8. Enter '1' to protect pricing driver fields.	
9. Enter '1' to suppress Mark-for address.	
10. Enter '1' to display Supplier Address (for sales orders that will generate a related purchase order).	

63.5 Manufacturing Work Order Entry (P48013)

Processing Option	Processing Options Requiring Further Description
BACKSCHEDULING INFORMATION:	
1. Enter the Unit of Measure Code. 0.	
RECALCULATION OPTIONS:	
2. Enter a '1' to automatically recalculate Parts List and Routing dates, hours and quantities.	
ITEM BRANCH/PLANT VALIDATION:	
3. Enter a '1' to validate for existing Branch/Item record.	
LOT NUMBER CONTROL:	
4. Enter a '1' to protect the lot number on the parts list.	
CHARGE TO BUSINESS UNIT DEFAULT:	
5. Enter a '1' to default the Charge to Business Unit from the Job number in the Business Unit Master file (F0006). If left blank, the Branch/Plant will be used.	
BILL AVAILABILITY:	
6. Enter the version of Bill Availability to be called. If left blank, 'ZJDE0001' will be used.	
DEFAULT VALUES:	
7. Document Type (Default is 'WO')	
8. Type (Optional)	
9. Priority (Optional)	
10. Beginning Status (Optional) If it is left blank, the beginning status defined by Activity Rules will be used if activated in Manufacturing Constants.	
CATEGORY CODES:	

Processing Option	Processing Options Requiring Further Description
11. Enter defaults for the following: a. Category Code 1 (Optional) b. Category Code 2 (Optional) c. Category Code 3 (Optional) Or, enter the Item Branch Class Code fields from which to retrieve values: d. Category Code 1 (Optional) e. Category Code 2 (Optional) f. Category Code 3 (Optional)	
SALES ORDER HOLD CODE:	
12. Enter the Hold Code for the related sales order if the work order quantity or date changes. If left blank, the sales order will not be updated.	
PURCHASE ORDER HOLD CODE:	
13. Enter the Hold Code to be updated to the related purchase order if the work order quantity or date changes. If left blank, the purchase order will not be updated. NOTE: The purchase order will be updated only if the work order routings are to be recalculated.	
FIELD DISPLAY:	
14. Enter a '1' by the following fields to activate them: a. Bill Type b. Routing Type	
PROCESS MANUFACTURING PROCESSING:	
15. Enter a '1' to create the Resource List records for Co-/By-Products when a process work order is entered. If left blank, Resource List records will be created when ingredients list is attached to the work order.	
INTERACTIVE BILL/ROUTING ATTACHMENT:	
16. Enter a '1' to automatically create the WO Routing Instructions when creating the WO Parts List on-line.	
17. Enter a '1' to automatically create the WO Parts List when creating the WO Routing Instructions on-line.	
SUBSTITUTE PROCESSING:	
18. Enter the substitute processing method to be used when creating the Work Order Parts List on-line. 1 = Use substitutes for shortages. (Commitment processing must be used if '1' is selected.) 2 = Display the substitute availability window when substitute quantity available can cover shortage. If left blank, substitute processing will not be done.	
COMMITMENT PROCESSING:	
19. Enter a '1' to bypass commitment processing when creating the Parts List on-line. If left blank, commitments will be processed per Commitment Control in Manufacturing Constants (P3009).	
ECO PROCESSING:	
20. Enter the version of the ECO header to call from Revisions Window. If left blank, 'ZJDE0001' will be used.	
SERIAL NUMBER PROCESSING:	

Processing Option	Processing Options Requiring Further Description
21. Enter the version of Assign Serial Numbers to call. If left blank, 'ZJDE0001' will be used.	
PRIOR REVISIONS:	
22. Enter a '1' to permit attaching parts lists at prior revision levels.	
WAREHOUSE PROCESSING:	
23. Enter the request processing mode. 1 = Generate requests only 2 = Generate requests and process using the subsystem If left blank, no pick requests will be generated.	
24. If processing pick requests using the subsystem, enter the version of Process Pick Requests (P46171) to call. If left blank, 'XJDE0002' will be used.	
25. Enter the default staging location for moving goods out of the warehouse.	
26. Enter a '1' if the default staging location should be checked for availability. If the part is available at the staging location a request will NOT be generated. **Note:** This option only applies to parts with no work center locations.	
GENERIC TEXT COPY OPTIONS:	
27. Enter a '1' to copy the component's generic text to the parts list.	
28. Enter a '1' to copy the operation's generic text to the work order routing.	
OBSOLETE ITEMS:	
29. Enter the cross reference code for retrieving item replacements for obsolete items.	
USER-DEFINED PROGRAM:	
30. Enter the program name to be called when the function key is selected from the Parts/Ingredients List program (P3111).	
PHANTOM OPERATION SEQUENCE NUMBER:	
31. Enter a '1' to default the phantom's (parent) operation sequence for the components on the parts list. If left blank, the component's operation sequence will be used.	
FROZEN COST FOR ITEM:	
32. Enter a '1' to get a hard error if no frozen cost exists for the item. If left blank (default), a warning will be issued instead.	
WORK ORDER START DATE UPDATE	
33. Enter a '1' to update the Work order Start Date with the Start Date of the first routing operation for variable Leadtime. If left blank, no updating will be performed.	

Processing Option	Processing Options Requiring Further Description
CHARGE TO CC (COST CENTER) FIELD:	
34. If the Parent WO Number field is input as part of a Component Work Order, populate the Charge to CC field (MCU) by entering a: ' ' to retrieve from the Parent's Work Order Charge to CC field (MCU). Blank is the default. '1' to retrieve from the Component Work Order Branch/Plant field (MMCU).	
LOT EXPIRATION DATE:	
35. Select the date that will be used to determine the eligibility of lot/serial numbered components. Only lots with effective dates less than or equal to the date specified AND expiration dates (based on the item's commitment date method) greater than or equal to the date specified will be considered. ' ' = Parts list required date (default) '1' = Work order start date '2' = Work order requested (completion) date	
AUTOMATIC LOT NUMBER GENERATION:	
36. Enter a '1' to automatically generate a lot number upon work order creation for items with a Lot Process Type of 1 or 2.	
PURCHASE ORDER INFORMATION:	
37. Enter the version of Write Purchase Orders program (P3420). If left blank, 'ZJDE0002' will be used.	
38. Enter a '1' to consolidate PO's by Branch/Plant and Supplier. If left blank, a PO will be generated for each outside operation.	
QUALITY MANAGEMENT:	
39. Enter the version of Test Results Revisions program (P3711). If left blank, 'ZJDE0002' will be used.	

64

Additional Order Entry and Release Processing Options

This chapter contains these topics:

- Section 64.1, "Release Held Orders (P42070),"
- Section 64.2, "Release Backorders (P42117),"
- Section 64.3, "Release Backorders - Batch (P42118),"
- Section 64.4, "Transfer Order Entry (P4242),"
- Section 64.5, "Direct Ship Order Entry (P4243),"
- Section 64.6, "Order Release (P420111),"
- Section 64.7, "Service Warranty Workbench (P42402)."

64.1 Release Held Orders (P42070)

Processing Option	Processing Options Requiring Further Description
PROCESS CONTROL:	
1. Enter the Document Type you wish to see displayed.	
2. Enter the release code you wish to see displayed. (This code will be entered in the hold code record (F4209))	
3. Enter a 'Y' to display previously released held orders.	
4. Enter a '1' for automatic printing of Pick Slips.	This option is specific to sales orders.
5. Enter the release status code of the work order.	This option is specific to sales orders for which work orders were automatically generated (line type W).
6. Enter a '1' to release purchase orders. If left blank, you will release sales orders. **Note:** If the option is set to release PO's, this will only release the hold, it will not perform any budget checking or maintaining. If you are using purchasing budgets, you need to use program P43070.	This program is used to release held orders in both the Purchasing and Sales systems. If you have set up this version for use in the Purchasing system, set this option to 1. If for use in the Sales system, leave this option blank.
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
7. Sales Order Entry (P4211)	

Processing Option	Processing Options Requiring Further Description
8. Purchase Order Entry (P4311)	
WAREHOUSE PROCESSING:	
9. Enter the request processing mode: ' ' = No pick requests '1' = Generate requests only '2' = Generate requests and process using the subsystem	
10. If processing pick requests using the subsystem, enter the DREAM Writer version to use. If blank, XJDE0002 is used. (See Form ID P46171.)	
11. Enter an override next status for sales order lines for which requests have been generated.	

64.2 Release Backorders (P42117)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Next Status to Select (Optional)	
2. Override Next Status (Optional)	
DISPLAY OPTIONS:	
3. If inquiring by Item Number, enter a '1' to only display those Backorders that can be completely filled.	
4. If inquiring by Item Number, enter a '1' to sequence by Priority Code. If left blank, sequence will be by Promised Ship Date.	
5. Enter a '1' to display kit component lines. If left blank, each kit component will be treated as a separate line.	
6. Enter a '1' to add back in the Quantity on Backorder in Quantity Available calculations. If left blank, the Quantity on Backorder will not be added in.	When an order backorders, the quantity is logged as both a soft commitment and a backordered quantity in the Item Balance file (F41021). If you have set up your system to subtract soft committed quantities from on-hand quantities to determine availability, you'll want to set this option to 1; otherwise, the system may not release backorders for which there is enough quantity available to release. For example, if the on hand quantity for an item is 10 and the backordered/soft committed quantity is 10, then availability equals zero. You'll want the program to add the backordered quantity of 10 to availability so the system recognizes there's enough quantity available to release the order. You can view quantity and commitment balances for an item in Detailed Availability (P41023).
7. Enter a '1' to display Customer Information. If left blank, Item Information will display.	

Processing Option	Processing Options Requiring Further Description
8. Enter a '1' to display orders on hold. If left blank, orders on hold will not display.	
RELEASING OPTIONS:	
9. Enter a '1' to only soft commit Released Backorders. If left blank, Released Backorders will be hard committed.	If you leave this option blank, the P42117 calls the P42997 to hard commit released order quantities.
10. Enter a '1' to allow Backorders to be released when Quantity to Ship is greater than Quantity on Backorder.	
11. Enter a '1' to allow Backorders to be released when Quantity on Hand is zero. If left blank, Backorders will not release when Quantity on Hand is zero.	
12. Enter a '1' to update Released Backorders with the most current cost of the item. If left blank the original cost of the item on the Sales Order will be used.	
CREDIT PROCESSING:	
13. Enter a code for credit checking. If left blank, no credit checking will be done.	
ORDER HOLD PROCESSING:	
14. Enter the partial order hold code that will be released when an order is completely filled.	
AUTOMATIC PROCESSING:	
15. Enter a '1' to print pickslips or a '2' to print invoices through the subsystem.	
VERSION OPTIONS: Enter the version for each program. If left blank, ZJDE0001 will be used.	
16. Sales Order Entry (P4211)	
17. Customer Service Inquiry (P42045)	
18. Item Availability (P41202)	
WAREHOUSE PROCESSING:	
19. Enter the request processing mode: ' ' - No pick requests '1' - Generate requests only '2' - Generate requests and process using the subsystem	
20. If processing pick requests using the subsystem, enter the DREAM Writer version to use. If blank, XJDE0002 is used. (See Form ID P46171.)	
21. Enter an override next status for sales order lines for which requests have been generated.	
LOT PROCESSING:	

Processing Option	Processing Options Requiring Further Description
22. Enter '1' to include immature lots (those not yet in effect) in the calculation of availability. If left blank, an immature lot will not be counted as available.	

64.3 Release Backorders - Batch (P42118)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Override Next Status (Optional)	
SELECTION PROCESSING:	
2. Enter a '1' to process orders on hold. If left blank, orders on hold will not be processed.	
QUANTITY CALCULATIONS;	
3. Enter a '1' to add back in the Quantity on Backorder in Quantity Available calculations. If left blank, the Quantity on Backorder will not be added in.	When an order backorders, the quantity is logged as both a soft commitment and a backordered quantity in the Item Balance file (F41021). If you have set up your system to subtract soft committed quantities from on-hand quantities to determine availability, you'll want to set this option to 1; otherwise, the system may not release backorders for which there is enough quantity available to release. For example, if the on hand quantity for an item is 10 and the backordered/soft committed quantity is 10, then availability equals zero. You'll want the program to add the backordered quantity of 10 to availability so the system recognizes there's enough quantity available to release the order. You can view quantity and commitment balances for an item in Detailed Availability (P41023).
CREDIT PROCESSING:	
4. Enter a code for credit checking. If left blank, no credit checking will be done.	
RELEASING OPTIONS:	
5. Enter a '1' to only soft commit Released Backorders. If left blank, Released Backorders will be hard committed.	If you leave this option blank, the P42118 calls the P42997 to hard commit released order quantities.
6. Enter a '1' to release Backorders when Quantity on Hand is zero, assuming adequate availability. If left blank, no Backorders will be released when Quantity on Hand is zero.	
7. Enter a '1' to update Released Backorders with the most current item cost. If left blank the original Sales Order cost will be used.	
UPDATE FILES:	
8. Enter a '1' to update files. If left blank, no files will be updated.	

Processing Option	Processing Options Requiring Further Description
ORDER HOLD PROCESSING:	
9. Enter the partial order hold code that will be released when an order is completely filled.	
WAREHOUSE PROCESSING:	
10. Enter a '1' to generate pick requests.	
11. Enter an override next status for sales order lines for which requests have been generated.	
LOT PROCESSING:	
12. Enter '1' to include immature lots (those not yet in effect) in the calculation of availability. If left blank, an immature lot will not be counted as available.	

64.4 Transfer Order Entry (P4242)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES: Common:	
1. Line Type (Required)	
2. Unit of Measure (Optional) Sales Order:	
3. Document Type (Required)	The most common document type for transfer orders is ST, but you can define your own document types, as necessary.
4. Beginning Status (Optional)	
5. Override Next Status (Optional) Purchase Order:	
6. Document Type (Required)	The most common document type for transfer orders is OT, but you can define your own document types, as necessary.
7. Beginning Status (Optional)	
8. Override Next Status (Optional)	
ORDER HOLD CODES:	
9. Sales Order Credit Checking	
10. Sales Order Margin Checking	
11. Sales Order Line Margin Checking	
12. Sales Order Minimum Order Value	
13. Sales Order Maximum Order Value	
14. Sales Partial Order Hold	
15. Purchase Order Minimum Order Value	
INVENTORY PROCESSING:	

Processing Option	Processing Options Requiring Further Description
16. Enter a '1' to hard commit inventory. If left blank, the inventory commitment will not change.	If you set this option to 1, the system calls the Inventory Commitment program (P42997) for stock items to determine the physical location from which to relieve inventory.
PROMPTING CONTROL:	
17. Enter a '1' to display the Item Search Window w/ multiple return capability. If left blank the single item return window will display.	This option determines the search window that displays when you press F1 on the Item Number field. If you leave the option blank, P40ITM1 displays. If you select 1, P40ITM2 displays.
18. Enter a '1' to allow the addition of a Customer/Supplier Master record, if not set up.	Set this to 1 to have the Customer Master video (P01053) or Supplier Master video (P01054) automatically appear when you enter a from or to branch with corresponding address numbers for which master information does not currently exist. If you leave this option blank, you can add orders without master information; however, the system will error on the ST order at Sales Update (P42800) and the OT order at Voucher Match (P4314), and require that you enter master information at that time.
19. Enter a '1' to be prompted to accept the order.	
20. Enter a '1' to check availability. If left blank, no availability check will be done.	
21. Enter '1' to turn off all tax calculations for BOTH Sales and Purchase Order regardless of the setups in Line Type (F40205) and Item Locations (F4102). If left blank, tax processing will be conducted based on setups in the F40205 and F4102.	If you set this option to 1, the Taxable Y/N field will be set to no for all lines generated on the sales order (ST) and purchase order (OT). If you leave this option blank, the Taxable Y/N value defaults from Branch Information (P41026) for inventory items or Line Types (P40205) for non-inventory lines. Regardless how you set this option, the tax explanation code and tax rate area will default to the ST and OT based on Customer Master (P01053) and Supplier Master (P01054) information for the corresponding address numbers. You can stop the tax explanation code and tax rate area from defaulting to the OT using UDC table 40/TX, by entering an N in the Description field for the purchase order (P).
22. Enter '1' to display the ECS screen format. If left blank, the regular screen format will display.	
LINE NUMBER INCREMENT:	
23. Enter the line number increment desired. If left blank, the increment will be '1'.	
FIELD DISPLAY CONTROL:	
24. Enter '1' to suppress cost fields	
25. Enter '1' to protect the price or '2' to make it non-display.	
26. Enter '1' to protect all the fields which affect the price.	
27. Enter '1' to protect the status code fields.	
LINE CONTROL STATUS:	

Processing Option	Processing Options Requiring Further Description
28. Enter the next status code beyond which a Sales Order detail line cannot be changed. If left blank, no restrictions will be put on the changing of a line.	If you relieve inventory at Shipment Confirmation (P4205), use this option to prevent users from changing lines that are ship confirmed.
29. Enter the next status code beyond which a Purchase Order detail line cannot be changed. If left blank, no restrictions will be put on the changing of a line.	Regardless of the next status code you enter in this option, you cannot change a line for which a purchase order receipt has taken place.
PREFERENCE PROFILE PROCESSING:	
30. Enter a '1' to use preference profile defaults. If left blank, no preference profile information will be defaulted.	If you set this option to 1, you must also enter a corresponding version of the Preference Profile program (P40400) in processing option 37.
APPROVAL PROCESSING:	
31. Enter where the approval route code should be defaulted from, OR enter a specific route code value. If left blank, no approval processing will be performed. 1 = Originators Address Book Number 2 = Originators User Profile 3 = Branch/Plant Route Code 4 = Default Locations Route Code	
32. Enter the Awaiting Approval status.	
33. Enter the Approved status.	
SALES ORDER PRICING:	
34. Enter a '1' to use the cost plus any transfer cost markups for the sales order price. Enter a '2' to use the Base Price file (F4106). If left blank, the cost alone will be used to price sales order lines.	
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
35. Purchase Order Entry (P4311)	
36. Sales Order Entry (P4211)	
37. Preference Profile (P40400)	
38. Supplier Master (P01054)	
39. Customer Master (P01053)	
40. TM Rate & Route Server PSMR9100	
41. Work Order Entry (P48013)	
42. WO Server for Sales Order (X4201WO)	
WAREHOUSE PROCESSING:	

Processing Option	Processing Options Requiring Further Description
43. Enter the request processing mode: ' ' = No pick requests '1' = Generate requests only '2' = Generate requests and process using the subsystem	
44. If processing pick requests using the subsystem, enter the DREAM Writer version to use. If blank, XJDE0002 is used. (See Form ID P46171.)	
45. Enter an override next status for sales order lines for which requests have been generated.	
CURRENCY PROCESSING:	
46. Enter the tolerance limit percentage which will be used to determine if a warning message will be issued for radical currency rate changes. A 15.0 indicates 15% plus or minus based on order exchange rate.	
CROSS REFERENCE INFORMATION:	
47. Enter the cross reference code for retrieving item replacements for obsolete items.	
LOT PROCESSING:	
48. Enter '1' to include immature lots (one not yet in effect) in the calculation of availability and inventory commitment. If left blank, immature lots will not be counted as available and will not be included in the inventory commitment.	
49. Enter '1' to not default the lot on the sales order to the purchase order if lot assignment is optional for the item in the ship-to branch/plant) lot process type is '0' or blank in the item Branch Information). If left blank, whenever a lot is assigned to the sales order, it will default to the purchase order.	
LOT ITEMS:	
50. Enter '1' to allow entry of a transfer order for a lot item where the lot is on hold. If left blank, then an error will be	
QUALITY MANAGEMENT:	
51. Enter '1' to copy associated test results when a transfer is entered. If left blank, test results will not be copied.	
APPROVALS MANAGEMENT PROCESSING:	
52. Enter the Open status.	
53. Enter the Pending Approval status.	
54. Enter the Rejected status.	
55. Enter the Approved/Pending Header Approval status.	
56. Enter the Approved/Header Rejected status.	
57. Enter the Approved status.	

64.5 Direct Ship Order Entry (P4243)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
Common:	
1. Line Type (Required)	This program is designed to accommodate inventory items using a line type with an inventory interface of D. (Usually a D line type.)
2. Unit of Measure (Optional)	
Sales Order:	
3. Document Type (Required)	The most common document type for direct ship orders is SD, but you can define your own document types, as necessary.
4. Beginning Status (Optional)	
5. Override Next Status (Optional)	
Purchase Order:	
6. Document Type (Required)	The most common document type for direct ship orders is OD, but you can define your own document types, as necessary.
7. Beginning Status (Optional)	
8. Override Next Status (Optional)	
ORDER HOLD CODES:	
9. Sales Order Credit Checking	
10. Sales Order Margin Checking	
11. Sales Order Line Margin Checking	
12. Sales Order Minimum Order Value	
13. Purchase Order Minimum Order Value	
DREAM WRITER VERSIONS:	
Enter the version for each program:	
If left blank, ZJDE0001 will be used.	
14 Supplier Master (P01054)	
15. Purchase Order Entry (P4311)	
16. Sales Order Entry (P4211)	
17. Preference Profile (P40400)	
18. Customer Master (P01053)	
PROMPTING CONTROL:	
19. Enter a '1' to display the Item Search Window with multiple return capability. If left blank the single item return window will display.	This option determines the search window that displays when you press F1 on the Item Number field. If you leave the option blank, P40ITM1 displays. If you select 1, P40ITM2 displays.
20. Enter a '1' to be prompted to accept the order.	

Processing Option	Processing Options Requiring Further Description
21. Enter a '1' to allow the addition of a Customer/Supplier Master record, if not setup.	Set this to 1 to have the Customer Master video (P01053) or Supplier Master video (P01054) automatically appear when you enter a sold-to, ship-to, or vendor address number for which master information does not currently exist. If you leave this option blank, you can add orders without master information; however, the system will error on the SD order at Sales Update (P42800) and the OD order at Voucher Match (P4314), and require that you enter the master information at that time.
22. Enter a '1' to display the ECS screen format. If left blank, the regular format will display.	
FIELD DISPLAY CONTROL:	
23. Enter the next status code beyond which a Sales Order detail line cannot be changed. If left blank, no restrictions will be put on the changing of a line.	
24. Enter the next status code beyond which a Purchase Order detail line cannot be changed. If left blank, no restrictions will be put on the changing of a line.	
FIELD DISPLAY CONTROL:	
25. Enter a '1' to protect the cost or a '2' to make it not display.	
26. Enter a '1' to protect the price or a '2' to make it not display.	
27. Enter a '1' to protect all fields which can affect the price.	
28. Enter a '1' to protect the status codes.	Set this option to 1 to have the header and detail branches on both the ST and OT default from the Responsible Business Unit attached to the sold-to address number in Address Book Revisions (P01051). Set the option to 2 to have just the header branch default from the sold-to address.
29. Enter a '1' to NOT display cancelled lines.	
30. Enter a '1' to default both the header branch and the detail branch from the Address Book. Enter a '2' to default the header branch from the Address Book and the detail branch from the user default location. If left blank, both the header branch and the detail branch will default from the user default location.	
31. Enter a '1' to display the requested date for the purchase order in the header in place of the cancel date.	
32. Enter a '1' to display the ship date (or load date in the ECS format) in the sales order detail in place of the cancel date.	
33. Enter a '1' to display the pick date in the sales order detail.	
APPROVAL PROCESSING:	

Processing Option	Processing Options Requiring Further Description
34. Enter where the approval route code should be defaulted from, OR enter a specific route code value. If left blank, no approval processing will be performed. 1 = Originators Address Book Number 2 = Originators User Profile 3 = Branch/Plant Route Code 4 = Default Locations Route Code	If you set this option to 1, you must also enter a corresponding version of the Preference Profile program (P40400) in processing option 17.
35. Enter the Awaiting Approval status.	
36. Enter the Approved status.	
LINE NUMBER INCREMENT:	
37. Enter the line number increment desired. If left blank the increment will be '1'.	
BLANKET/QUOTE PROCESSING:	
38. Enter a '1' for automatic access to the blanket/quote release processing, by sold-to address. Enter a '2' for automatic access to the blanket/quote release processing, by ship-to address. If left blank, automatic access to blanket processing is not done.	
PREFERENCE PROFILE PROCESSING:	
39. Enter a '1' to use preference profile defaults. If left blank, no preference profile information will be defaulted.	
40. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches or to view grade or potent items in the commitment window.	
CURRENCY PROCESSING:	
41. Enter the tolerance limit percentage which will be used to determine if a warning message will be issued for radical currency rate changes. A 15.0 indicates 15% plus or minus based on order exchange rate.	
CROS REFERENCE INFORMATION:	
42. Enter the cross reference code for retrieving item replacements for obsolete items.	
APPROVALS MANAGEMENT PROCESSING:	
43. Enter the Open status.	
44. Enter the Pending Approval status.	
45. Enter the Rejected status.46. Enter the Approved/Pending Header Approval status.	
47. Enter the Approved/Header Rejected status.	
48. Enter the Approved status.	
ORDER TEMPLATE PROCESSING:	
49. Enter a '1' to use the Sold-to address number, '2' to use the Ship-to address number, or '3' to use the Vendor number address number. If left blank, no automatic order template processing will be performed.	

Processing Option	Processing Options Requiring Further Description
50. Enter the order template name.	
ORDER DUPLICATION DEFAULT VALUES:	
51. Enter text duplication selection '1' to copy line text '2' to copy line and order text '3' to copy order text	
SHIP TO DEFAULT FOR PURCHASE ORDER:	
52. Enter a '1' to default the Ship To address number on the purchase order from the address number for the branch/plant on the purchase order from the address number for the branch/plant on the purchase order header. If left blank, the Ship To address number on the purchase order will default from the Ship To address number on the sales order.	
ADVANCED LOT MANAGEMENT:	
53. Enter a '1' to issue an error when the Ship Ascending Date Rule is violated. If left blank, only a warning will be issued.	

64.6 Order Release (P420111)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Document Type to select (Required)	
2. Outgoing Document Type (Required)	
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
3. Sales Order Entry (P4211)	Use this option to specify the version of Sales Order Entry that displays when you press F6 on the Order Release screen. The version of P4211 you specify in this option does not apply to the creation of new orders. In other words, the release program (P420111) does not call P4211 to create new orders. The release program does not provide all the functionality accessible in the processing options behind Order Entry.
4. Customer Service Inquiry (P42045)	
KIT PROCESSING:	
5. Enter '1' to display kit component lines. If left blank kit component lines will be suppressed and released with the parent item.	
TOLERANCE CHECKING:	

Processing Option	Processing Options Requiring Further Description
6. Enter '1' to perform tolerance checking by quantity. Enter '2' to perform tolerance checking by percentage. If left blank, no tolerance checking will be performed.	
7. Enter quantity or percentage to be used for tolerance checking.	

64.7 Service Warranty Workbench (P42402)

Processing Option	Processing Options Requiring Further Description
VIDEO DEFAULT VALUES:	
1. Warranty Order Type	
2. Return Order Type	
3. Invoice Document Type	
4. From Status Code	
5. Thru Status Code	
6. Enter a '1' if the above Status Codes are based on Last Status. If left blank, the Next Status will be used.	
7. Enter the value to specify which date will be checked against the date range. If left blank, the requested date is used.	You enter 1-9 in this option to indicate that a default value other than blank display in the Date Range - Based On field in the upper right corner of the video.
8. Enter '1' to display the Customer format. If left blank, the Item format will be displayed.	
9. Enter '1' to display only the Service Warranty Install Base records which do not have an expired warranty date. Leave blank to display expired and non-expired Service Warranty Install Base records.	
10. Leave blank to display all Install Base records, enter '1' to display only Install Base records without sales return orders.	
11. Enter '1' to issue a hard error to prevent a return order from being created if the warranty has expired. Leave blank to issue a warning.	
RETURN ORDERS DEFAULT VALUES If left blank, values will default from the original sales order.	
RETURN ORDER BRANCH/PLANT DEFAULTS: 12. Return Record Branch/Plant: 13. Repair Record Branch/Plant: 14. Replacement Record Branch/Plant: 15. Loaner Send Record Branch/Plant: 16. Loaner Return Record Branch/Plant: 17. Refund Record Branch/Plant:	

Processing Option	Processing Options Requiring Further Description
RETURN ORDER LINE TYPES:	
18. Return Record Line Type:	
19. Repair Record Line Type:	
20. Replacement Record Line Type:	
21. Loaner Send Record Line Type:	
22. Loaner Return Record Line Type:	
23. Refund Record Line Type:	
RETURN ORDER GL CLASS CODES:	
24. Return Record GL Class Code:	
25. Repair Record GL Class Code:	
26. Replacement Record GL Class Code:	
27. Loaner Send Record GL Class Code:	
28. Loaner Return Record GL Class Code:	
29. Refund Record GL Class Code:	
30. Enter '1' to use the location from the original sales order. If left blank, the location will default from the primary location.	
31. Enter the number of days allowed before a loaner unit must be returned. This value will be used to calculate the requested date on the return order loaner return record.	
INVOICE DATE:	
DREAM WRITER VERSIONS: Enter the version for each program.	
32. Sales Order Entry (P4211) If left blank, ZJDE0001 will be used.	
33. Return Order Entry (P4211) If left blank, ZJDE0021 will be used.	
34. Credit Orders From History (P42025) If left blank, ZJDE0001 will be used.	
35. Customer Service (P42045) If left blank, ZJDE0009 will be used.	
36. Order Confirmation (P4205) If left blank, ZJDE0006 will be used.	
37. Item Location Information (P41024) If left blank, ZJDE0001 will be used.	

65

Sales Order Information Processing Options

This chapter contains these topics:

- Section 65.1, "Check Price & Availability (P40721),"
- Section 65.2, "Commit/Decommit Workbench (P42999),"
- Section 65.3, "Repost Sales Orders & Release Future Commits (P42995),"
- Section 65.4, "Supply & Demand (P4021),"
- Section 65.5, "Credit Check Processing (P42050),"
- Section 65.6, "Customer Service Inquiry (P42045),"
- Section 65.7, "Open Sales Orders by Customer (P42620),"
- Section 65.8, "Print Backorders to Fill (P42590),"
- Section 65.9, "Sales Ledger & Credit Orders from History (P42025),"
- Section 65.10, "Sales Ledger Detail (P42600),"
- Section 65.11, "Sales Analysis Summary (P42611),"
- Section 65.12, "Online Invoice (P42230),"
- Section 65.13, "Sales Order Invoices Print (P42565)."

65.1 Check Price & Availability (P40721)

Processing Option	Processing Options Requiring Further Description
PREFERENCE PROFILE PROCESSING: (for Advanced Price Adjustments only)	
1. Enter a '1' to use preference profile defaults. If left blank, no preference profile information will be defaulted.	
2. Enter the version of the preference profile server (P40400). If left blank, version ZJDE0001 will be used.	
FIELD DISPLAY CONTROL:	
3. Enter a '1' to suppress Cost Fields.	

65.2 Commit/Decommit Workbench (P42999)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. From Next Status (Optional)	
2. Thru Next Status (Optional)	
VERSION OPTIONS: Enter the version for each program. If left blank, ZJDE0001 will be used.	
3. Sales Order Entry	Enter the version of P4211 that gets called when you use option exit 7 to access the Sales Order Entry screen.
4. Back-Order Release	Enter the version of P42117 that gets called when you use option exit 4 to release a backordered quantity.
5. Commitments	Enter the version of P42997 that gets called when you use option exit 2 to hard commit a sales order line.
6. Decommitments	Enter the version of P42998 that gets called when you use option exit 1 to change a hard commitment to a soft commitment.
7. Supply/Demand	Enter the version of P4021 that gets called when you press F15 to access the Supply/Demand screen.
8. Summary Availability	Enter the version of P41202 that gets called when you press F16 to access the Summary Availability screen.
9. Enter the version for Recommit Future Orders. If left blank, XJDE0002 will be used.	Enter the version of P42995 that gets called when you press F17 to release future committed orders that now fall within the standard commitment horizon
COMMITMENT PROCESSING:	
10. Enter '1' to automatically back-order or cancel any remaining quantity not committed. If left blank, any remaining quantity will be left shippable. (For kit lines, all remaining quantities will always be back-ordered or cancelled.)	
LOT PROCESSING:	
11. Enter '1' to include immature lots (those not yet in effect) in the calculation of availability. If left blank, an immature lot will not be counted as available.	

65.3 Repost Sales Orders & Release Future Commits (P42995)

Processing Option	Processing Options Requiring Further Description
RE-COMMIT FUTURE ORDERS:	
1. Enter '1' to bypass re-committing future orders. If the option is left blank, the future orders will be committed and an audit report will print.	

Processing Option	Processing Options Requiring Further Description
2. Enter a '1' to hard commit future orders. If the option is left blank, the hard commit process will not occur.	
3. Enter the hold code to use for credit checking. If the option is left blank, no credit checking will occur.	
4. Enter the hold code to put all future orders on hold. If the option is left blank, future orders will not be available for review.	
5. Enter a '1' to do availability checking. If the option is left blank, no availability checking will occur.	
6. Enter the hold code to put partial order shipments on hold. If left blank, no checking for partial order shipments will occur.	
7. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches. If left blank, the branch from the Sales Order detail line will be used.	
RESET ITEM COMMITMENTS:	
8. Enter a '1' to bypass the reset of the item commitment fields. If the option is left blank, the Item Location file (F41021) will be updated with the quantities from the Sales Order Detail (F4211).	
RESET ORDER TOTAL:	
9. Enter a '1' to bypass the reset of the order header total. If the option is left blank, the order header file (F4201) will be updated with the accumulated total from the Sales Order Detail (F4211).	
RESET OPEN ORDER AMOUNT:	
10. Enter a '1' to bypass the reset of the open order amount. If the option is left blank, the open order amount will be accumulated from the Sales Order Detail (F4211) and will update the Customer Master file (F0301).	
WAREHOUSE PROCESSING:	
11. Enter a '1' to generate requests.	
12. Enter an override next status for sales order lines for which requests have been generated.	
AUDIT FIELDS:	
13. Enter '1' to skip updating the date and time audit fields (Date Updated, Time of Day) on the Item Location file (F41021). If left blank, Date Updated & Time of Day will be updated whenever the item commitment fields are updated.	

Processing Option	Processing Options Requiring Further Description
RECOMMIT CURRENT ORDERS TO FUTURE:	
14. Enter '1' to bypass recommitting current orders to future. Enter '2' to bypass recommitting current orders to future only when those orders are already hard committed. Soft committed orders that are beyond the commitment horizon will be recommitted to future. If left blank, both soft committed and hard committed orders that are beyond the commitment horizon will be recommitted to future.	
15. Enter the next status code at which and beyond which an order will not be recommitted to future. If left blank, an order will be recommitted to future regardless of its next status in sales order processing.	
16. Enter the override next status to which the order should be reset when recommitted as future. If left blank, the next status will not be updated.	

65.4 Supply & Demand (P4021)

Processing Option	Processing Options Requiring Further Description
DISPLAY OPTIONS:	
1. Enter a '1' to deduct Safety Stock from Availability.	
2. Enter a '1' by the following Routing Quantities to be considered on hand. Any quantity not included will be displayed on the appropriate date. Quantity in Transit Quantity in Inspection User Defined Quantity 1 User Defined Quantity 2	
3. Enter a '1' to summarize all In Receipt Routing steps into one line.	
4. Enter a '1' to summarize Item Location records.	
5. Enter one of the following: ' ' = No Available to Promise Line '1' = Available to Promise Line '2' = Cumulative ATP Line	
6. Enter the version of Supply/Demand Inclusion Rules to be used.	
7. Enter a '1' to display the window format if called from another program.	
8. Enter a '1' to use an alternate screen format which has long quantity fields.	

Processing Option	Processing Options Requiring Further Description
DREAM WRITER VERSIONS: Enter the DREAM Writer version to use for each program listed. If left blank, version ZJDE0001 will be used.	
9. Purchase Order Entry (P4311)	
10. Purchase Order Inquiry (P430301)	
11. Sales Order Entry (P4211)	
12. Sales Order Inquiry (P42045)	
13. Scheduling Workbench (P31225)	
14. MPS/MRP/DRP Pegging Inq. (P3412)	
15. MPS/MRP/DRP Time Series (P3413)	
16. MPS/MRP/DRP Message Detail(P3411)	
OPTIONAL RECORDS:	
17. Enter a '1' to include Planned Orders from MPS/MRP/DRP generations. If left blank, Planned Orders will not be displayed.	
18. Enter the Forecast Type to include Forecast Type Forecast Type Forecast Type Forecast Type Forecast Type	
19. Enter the number of days (+/-) from today's date that you wish to begin including Forecast records. A blank will use today's date to begin including Forecast records.	
20. Enter a '1' to omit 'Bulk' Stocking Type records from screen. If left blank, 'Bulk' items will be included.	
21. Enter the rate based Schedule Type to use. If left blank, no rate based schedules will be displayed.	
22. Enter a '1' to include Past Due Rates as a supply.	
POTENCY:	
23. Enter '1' to convert Quantities to Standard Potency.	

Processing Option	Processing Options Requiring Further Description
LOT EXPIRATION:	
24A. Enter '1' to reduce Quantity available due to lot expiration. **Note:** This option will not work with ATP. If you use this option, option 5 must be set to blank or 2. 24B. Enter optional date to be used for expiration calculation when processing option 24A='1'. If left blank, Lot Expiration Date will be used. 1=Sell By Date 2=Best Before Date 3=User Defined Date1 4=User Defined Date2 5=User Defined Date3 6=User Defined Date4 7=User Defined Date5 8=Commitment Date Method from Item/ Branch Master.	
LOT HOLD CODES:	
25. Enter the lot hold codes (up to 5) to be considered on hand, or enter an '*' to consider all held lots as on hand. If left blank, held lots will not be considered on hand.	
WORK ORDER ENTRY:	
26. Enter the Dream Writer version to use for the Manufacturing Work Order Entry program. If left blank, version ZJDE0001 will be used.	
BILL AVAILABILITY:	
27. Enter the version of Bill Availability (P30205) to be called. If left blank, version ZJDE0001 will be used.	
OVER DUE SUPPLY CONTROL:	
28. Enter a '1' to leave past due supply out of available calculations (past due orders will be displayed but will not be included in quantity available or ATP).	
FORECAST DISPLAY OPTIONS:	
29. Enter a '1' to override the planning fence rule and just use actual customer demand for the available calculation. **Note:** forecast will still appear on the screen per processing option above. When left blank, the available calculation will be based on the planning fence and rule established in the item's branch plant manufacturing data.	

65.5 Credit Check Processing (P42050)

Processing Option	Processing Options Requiring Further Description
SELECTION PROCESSING:	
1. You may specify up to 5 order types to be selected for credit check processing. If you enter an asterisk (*) in the first field, ALL order types will be selected.	Use this option to limit the types of open orders that display on the lower portion of the screen. For example, you might want to see sales orders and credit orders while excluding blanket orders and quote orders.

65.6 Customer Service Inquiry (P42045)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Order Type	
2. From Status Code	
3. Thru Status Code	
4. Currency Code	
PROCESSING CONTROL:	
5. Enter a '1' if the above Status Codes are based on Last Status. If left blank, the Next Status will be used.	
6. Enter the value to specify which date will be checked against the date range. If left blank, Requested Date is used.	
7. Enter a '1' to display the Amount format, or a '2' to display the Price format. If left blank, the Quantity format will be displayed.	Use this option to specify whether the seventh column that displays on the video represents Amount, Unit Price or Quantity. Regardless of which column heading you choose, you can press F15 to toggle between the three.
8. Enter a '1' to display the Status Code format. If left blank, the Customer format will be displayed.	Use this option to determine whether the fifth column that displays on the video represents the customer description or the next status description. Regardless of which column heading you choose, you can press F8 to toggle between the two.
9. Enter a '1' for text lines to be displayed. If left blank, text will be omitted.	
10. Enter a '1' to display Kit Component Lines. If left blank, Kit Components will not display.	
11. Enter a '1' to display backordered lines. Enter a '2' to display canceled lines. Enter a '3' to display both. Enter a '4' to display neither.	
12. Enter the cross reference type used for Substitute items. Enter a '1' to suppress	
13. Cost Fields	

Processing Option	Processing Options Requiring Further Description
14.Price Fields	
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
15. Sales Order Entry (P4211)	
16. Check Credit (P42050)	
17. Supply/Demand Inquiry (P4021)	
18. Item Summary Availability (P41202)	
19. A/R Inquiry (P032002)	
20. Address Book Information (P01051)	
21. Online Invoice Inquiry (P42230)	
22. Sales Ledger Inquiry (P42025)	
23. Customer Master (P01053)	
INTER-BRANCH INVOICE:	
24. Enter the document type(s) that the system will use to inquire into inter-branch invoices. To specify more than one document type, type them one after the other along this field.	
MARK-FOR INQUIRY:	
25. Enter '1' to display the Mark-for Address in the place of Ticket Number.	
AS-IF CURRENCY DISPLAY:	
26. Enter the currency code for as-if currency display. This option allows for amounts to display in a currency other than the currency they are stored in. This option is activated by function key F18. Amounts will be translated and displayed in this as-if currency. If left blank, amounts will display in their database currency.	
27. Enter the "As-of" date for processing the current exchange rate for the as-if currency. If left blank, the Thru date will be used.	

65.7 Open Sales Orders by Customer (P42620)

Processing Option	Processing Options Requiring Further Description
CURRENCY PROCESSING:	
1. Enter a '1' to print amounts in Foreign Currency. Enter a '2' to print amounts in both Foreign and Domestic Currency. If left blank, only Domestic Currency amounts will print.	

65.8 Print Backorders to Fill (P42590)

Processing Option	Processing Options Requiring Further Description
DISPLAY OPTIONS:	
1. Enter a '1' to only print those Backorders that can be filled. If left blank, all Backorders will be printed. (Kit Master lines will not print.)	
2. Enter a '1' to add back in Quantity on Backorder in Quantity Available calculations. If left blank, Quantity on Backorder will not be added in.	When an order backorders, the quantity is logged as both a soft commitment and a backordered quantity in the Item Balance file (F41021). If you have set up your system to subtract soft committed quantities from on-hand quantities to determine availability, you will want to set this option to 1; otherwise, the system may not release backorders for which there is enough quantity available to release. For example, if the on hand quantity for an item is 10 and the backordered/soft committed quantity is 10, then the availability equals zero. You will want the program to add the backordered quantity of 10 to availability so the system recognizes there's enough quantity available to release the order. You can view quantity and commitment balances for an item in Detailed Availability (P41023).
3. If displaying a kit, enter a '1' to only display Kit Component lines. If left blank, only Kit Master lines will display.	
4. Enter a '1' to display orders on hold. If left blank, orders on hold will not display.	
LOT PROCESSING:	
5. Enter '1' to include immature lots (those not yet in effect) in the calculation of availability. If left blank, an immature lot will not be counted as available.	

65.9 Sales Ledger & Credit Orders from History (P42025)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Order Type	
2. From Status Code	
3. Thru Status Code	
4. Currency Code	
PROCESSING CONTROL:	
5. Enter a '1' if the above Status Codes are based on Last Status. If left blank, the Next Status will be used.	

Processing Option	Processing Options Requiring Further Description
6. Enter the value to specify which date will be checked against the date range. If left blank, Requested Date is used.	
7. Enter a '1' to display the Amount format. If left blank, the Quantity format will be displayed.	
8. Enter a '1' to display the Status Code format. If left blank, the Customer format will be displayed.	
9. Enter a '1' to display the Line Number format. If left blank, the Item Description format will be displayed.	
DREAMWRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
10. Credit Order Entry (P4211)	If you use this program to create credit orders from history, you can specify the version of Order Entry that displays when you take option exit 6 to create a credit order, including the default order type and line type. Processing option 39 behind the version of P4211 you specify must correspond to the status code on the ledger record from which you are creating a credit order.
11. Sales Order Entry (P4211)	
INTER-BRANCH INVOICES:	
12. Enter the document type(s) that the system will use for inter-branch invoices. To specify more than one document type, type them one after the other along this field.	

65.10 Sales Ledger Detail (P42600)

Processing Option	Processing Options Requiring Further Description
1. Enter report starting date	
2. Enter report ending date	
3. Enter an override for report run date, if desired. If left blank, today's date will be used as the run date.	

65.11 Sales Analysis Summary (P42611)

Processing Option	Processing Options Requiring Further Description
1. Enter requested period start date	
2. Enter requested period end date	

65.12 Online Invoice (P42230)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Order Type	
2. From Status Code	
3. Thru Status Code	
PROCESSING CONTROL:	
4. Enter '1' if the above status codes are based on Last Status. If left blank, Next Status will be used.	
5. Enter the value to specify which date will be checked against the date range. If left blank, Requested Date will be used.	
INCLUDE/EXCLUDE BACKORDERS:	
6. Enter a '1' to INCLUDE backorders. but bypass extending their prices. Enter a '2' to INCLUDE backorders and extend prices for backorders. If left blank, backorders will be excluded.	
TAX INFORMATION:	
7. Enter a '1' to display by Tax Group. Enter a '2' to display by Tax Area. Enter a '3' to display by Tax Authority.	
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
8. Print Invoices (P42565)	
INTER-BRANCH INVOICES:	
9. Enter the document type(s) that the system will use for inter-branch invoices. To specify more than one document type, type them one after the other along this field.	
ESTIMATED FREIGHT CALCULATION:	
10. Enter a '1' if a freight line should be written for each type (distance, zone, fixed) of freight. Blank ' ' is the default and will summarize all types of freight in one line.	
11. Enter the Last Status at and beyond which Billable Freight estimates should not be computed. If left blank, Billable Freight will not be estimated.	
AS-IF CURRENCY DISPLAY:	

Processing Option	Processing Options Requiring Further Description
12. Enter the currency code for as-if currency display. This option allows for amounts to display in a currency other than the currency they are stored in. This option is activated by function key F19. Amounts will be translated and displayed in this as-if currency. If left blank, amounts will display in their database currency.	
13. Enter the "As-of" date for processing the current exchange rate for the as-if currency. If left blank, the current date will be used.	

65.13 Sales Order Invoices Print (P42565)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Enter the range of status codes to be selected for processing. Next Status Code From (Required) Next Status Code To (Required)	You must enter the range of next status codes to be selected for processing. Only order lines that fall within this range will print. You can narrow down the orders that print by data selecting on specific status codes.
2. Override Next Status (Optional)	
3. Enter a '1' to prevent updating the Next Status Code from Order Activity Rules. If left blank the Next Status Code will be updated.	Set this processing option to 1 if you use this version of the program to re-print orders. By setting this option to 1, the system will not advance the status codes on the order lines.
TAX INFORMATION:	
4. Enter a '1' to print by Tax Group. Enter a '2' to print by Tax Area. Enter a '3' to print by Tax Authority. If left blank, no tax information will print.	
REPORT DISPLAY:	
5. Enter the date to be printed as invoice date. If left blank, the system date will be used.	
6. Enter a '1' to prevent A/R number from being assigned (used when creating a consolidated proof).	Set this option to 1 when you do not want the program to assign invoice numbers to sales order lines. You usually set this option to 1 when you use this version of the program to print acknowledgements.
7. Enter an index number (1-10) used to assign the A/R Next Number. If left blank, index 01 will be used as the default.	Enter the next number bucket from which the program is to retrieve a beginning invoice number. You set up next numbers for invoices in the Next Numbers screen (P0002) under system code 03 (Accounts Receivable).
8. Enter the document type to be used for the invoice. If left blank, 'RI' will be used for the customer invoice and 'RT will be used for the inter-branch invoice.	
9. Enter the global print message to print on each invoice.	Enter a global print message if you want the same message to print on every order. You set up messages in Print Message Revisions (P4016).

Processing Option	Processing Options Requiring Further Description
10. Enter a '1' to print serial numbers. If left blank, no serial numbers will print.	
11. Enter a '1' to print Sales Order Header & Detail associated text. Enter a '2' to print only Header associated text. Enter a '3' to print only Detail associated text.	
12. Enter a '1' to extend the price on backordered lines. If left blank, the price will not be extended. **Note:** This is for print purposes only.	
13. Enter a '1' to print the available discount. If left blank, the discount will not print.	Enter 1 to print the discount amount as it applies to payment terms. This option has no relation to price discounts generated in the Advanced Pricing system.
14. Enter '1' to suppress the printing of costs. If left blank, all costs will print.	
15. Enter '1' to suppress the printing of prices. If left blank, all prices will print.	
16. Enter '1' to suppress the printing of Pct. If left blank, Pct will print.	
17. Enter '1' to print Country of Origin.	
18. Enter number of Lot Category code to print. If left blank Lot Category code will not print.	
LINE DISPLAY:	
19. Enter a '1' to print backordered and cancelled lines only once. If left blank, the backordered and cancelled lines will continue to print.	
20. Enter a '1' to print backordered lines. Enter a '2' to print cancelled lines. Enter a '3' to print both. Enter a '4' to print neither.	
21. Enter a '1' to print kit component lines. If left blank, no kit component lines will print.	
22. Enter a '1' to print future committed inventory lines. If left blank, future lines will not print.	
23. Enter a '1' to print future committed lines only once. If left blank, future committed lines will continue to print.	
ITEM NUMBER DISPLAY:	
24. Enter a '1' to print only our item number. Enter a '2' to print both our item number and the customer item number. If left blank, only our item number will print.	Set this option to 1 to have identical items on a sales order summarize to a single line on the invoice (items must have the same price and cost). Set to 2 if you want to summarize kit parent items. This option does not work if you consolidate orders by customer into a single invoice, that is, it will only summarize like items within a sales order.

Processing Option	Processing Options Requiring Further Description
25. If you wish to print the customer item number, enter the type of cross reference to retrieve.	Set this option to 1 to have this program call the Inventory Commitment program (P42997) for stock items to determine the physical location from which to relieve inventory. If an order is already hard committed prior to running P42565, the existing commitment will not change.
26. Enter a '1' to summarize by item. Enter a '2' to summarize items within each whole line number (Kit Grouping). Note: Do not use if consolidating.	
INVENTORY PROCESSING:	
27. Enter a '1' to hard commit inventory. If left blank the inventory commitment will not change.	The P42950 serves three purposes depending on the version you run. It will update sales order costs, prices, or exchanges rates (and the corresponding amounts). You set this option to 1 to have the P42950 make updates to sales orders before they print. You specify the version of P42950 you want to run in processing option 27. The P42950 will not change costs on sales order lines for which items have been relieved from inventory (via Ship Confirm). When inventory is relieved, the system writes a Cardex record (F4111) containing the cost; therefore, changing the costs afterwards could cause integrity problems.
28. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches. If left blank, the branch from the Sales Order detail line will be used.	Version ZJDE0001 of P42950 is preset to update exchange rates and their corresponding amounts (usually domestic).
SALES COST UPDATE:	
29. Enter '1' to update the item cost with the current inventory cost by running the Sales Cost Update (P42950) prior to invoice print.	Interbranch invoices are usually defined with an RT invoice document type. See processing option 8.
30. Enter the version of Sales Cost Update to run. If left blank, will use version ZJDE0001.	
INTER-BRANCH INVOICE:	
31. Enter '1' to print an inter-branch invoice. If left blank, customer invoices will be printed.	
CURRENCY PROCESSING:	
32. Enter a '1' to print amounts in foreign currency. If left blank, only domestic currency amounts will print.	
DRAFT PRINTING:	
33. Enter a '1' to print drafts. If left blank, no drafts will print for any customer.	Document Control Revisions (P0170) allows you to specify how each of your customers receives invoices, that is, via hard copy, EDI or Fax. You set this option to 1 to have the program locate control revisions for each customer, and then print, fax, or send out the invoice via EDI, accordingly. If the option is set to 1 and the program can't find control revisions for a customer, it will generate no output for the invoice.

Processing Option	Processing Options Requiring Further Description
34. Enter the city name where the draft is being originated. This city will print on the draft. If left blank, no city will appear on the draft.	In Document Control Revisions (P4071) you must enter a program ID for each type of document. There are four different program IDs for P42565, each of which corresponds to the value you enter in this processing option.
PROCESSING CONTROL EDIT:	
35. Specify one of the following: Enter a '1' to perform Processing Control Edit to determine which customers to process. Enter a '2' to perform Processing Control Edit to determine which customers to process, but default to EDI, PRINT, and FAX setup listed below if not found. If left blank, Processing Control Edit will not be performed to determine which customers to process. EDI, PRINT, and FAX options listed below will be used.	
PROCESSING CONTROL & EDI PROCESSING:	
36. Select the type of transaction being processed by this program. This option is used by document control processing. An entry of '1' = P42565-1 from UDC table 00/DP. This option is also used by EDI processing to determine which EDI files to update. This option is MANDATORY for EDI or document control processing. 1 = Invoice 2 = Order Acknowledgment 3 = Response to Quote 4 = Change Order Acknowledgment	Unutilized EDI information refers to extra data you attach to an EDI transaction. The system maintains the data in the F4700.
EDI PROCESSING:	
37. Enter the following EDI defaults: EDI Document type (EDCT) EDI Transaction Set (EDST) EDI Translation Format (EDFT) Trading Partner ID (PNID) Transaction Set Purpose (TPUR) Acknowledgment Type Code (ACKT) Lines Status Code (LSTS) Change Code (CHGC)	
38. Enter a '1' to create outbound EDI Unutilized Information records. If left blank, Unutilized Information records will not be created.	
39. Enter a '1' to extract advanced pricing history information from F4074. (Valid for Invoices, Order Acknowledgments, and Change Order Acknowledgments.) If left blank, pricing history will not be extracted.	If you set this option to create EDI transactions, the P42565 populates different EDI files based on the transaction set.

Processing Option	Processing Options Requiring Further Description
40. Enter '1' to extract user defined data for the sales order header. If left blank, no EDI Order Header - User Defined records will be created.	Set this option to 1 to have the program create a separate spool file for each customer's invoices and put it in the output queue you specify in the next processing option. You'll need to use a third party software package to actually extract, convert and send out the information via facsimile.
41. Enter the user defined data types to be extracted at the header level. You may specify up to five data types. Enter '*' in the first field to extract all types.	
42. Enter '1' to extract user defined data for the sales order lines. If left blank, no EDI Order Detail - User Defined records will be created.	
43. Enter the user defined data types to be extracted at the line level. You may specify up to five data types. Enter '*' in the first field to extract all types.	
DOCUMENT PROCESSING CONTROL "DEFAULTS":	
EDI PROCESSING:	
44. Enter a '1' to generate EDI data. If left blank, EDI data will not be generated.	
PRINT PROCESSING:	
45. Enter a '1' to print the document. If left blank, the document will not be printed.	
FAX DOCUMENT PROCESSING:	
46. Enter a '1' to fax the document. If left blank, the document will not be faxed.	
47. Enter the Fax Output Queue. If left blank, the fax will be written to the same output queue as printed documents.	
HELD ORDERS:	
48. Enter a '1' to include orders on hold. If left blank held orders will be bypassed.	
49. If including held orders, enter a '1' to print text on the invoice header to denote held orders. If left blank or if consolidating no text will be printed.	

66

Sales Order Processing – Processing Options

This chapter contains these topics:

- Section 66.1, "Control Pick List (P42522),"
- Section 66.2, "Print Pick Slips (P42520),"
- Section 66.3, "Bill of Lading (P42530),"
- Section 66.4, "Shipment Confirmation (P4205),"
- Section 66.5, "Batch Ship Confirm - Final (P42051),"
- Section 66.6, "Print Delivery Notes (P42535),"
- Section 66.7, "Cycle Billing - Final (P49700),"
- Section 66.8, "Periodic Invoice (P49870),"
- Section 66.9, "Daily/Periodic Invoice (P49880),"
- Section 66.10, "Status Code Update (P42040),"
- Section 66.11, "Enter Receipts (P4312),"
- Section 66.12, "Text Messages (P4016)."

66.1 Control Pick List (P42522)

Processing Option	Processing Options Requiring Further Description
1. Enter the Override Next Status Code	
2. Enter '1' to not commit inventory.	Set this option to 1 if you do not want the Control Pick List program to call the Inventory Commitment program (P42997) for stock items to determine the physical location from which to relieve inventory. If an order is already hard committed prior to running P42522, the existing commitment will not change.
3. Enter '1' to use Inventory Commitment Preference to source from multiple branches. If left blank, the branch from the Sales Order Detail will be used.	
4. Enter a '1' to not see future committed inventory	
5. Enter a '1'to print Backordered Lines. If left blank, Backordered Lines will not be printed.	

66.2 Print Pick Slips (P42520)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Enter the Range of Status Codes to be selected for processing. Next Status Code From (Required) Next Status Code Thru (Required)	You must enter the range of next status codes to be selected for processing. Only order lines that fall within this range will print. You can narrow down the orders that print by data selecting on specific status codes.
2. Override Next Status (Optional)	
3. Enter a '1' to prevent updating the Next Status Code from Order Activity Rules. If left blank the Next Status Code will update.	Set this processing option to 1 if you use this version of the program to re-print orders. By setting this option to 1, the system will not advance the status codes on the order lines.
REPORT DISPLAY:	
4. Enter the Global Print Message to print on each pick slip.	Enter a global print message if you want the same message to print on every order. You set up messages in Print Message Revisions (P4016).
5. Enter a '1' to print Sales Order Header & Detail associated text. Enter a '2' to print only Header associated text. Enter a '3' to print only Detail associated text.	
LINE DISPLAY:	
6. Enter a '1' to print Kit Component Lines.	
7. Enter a '1' to print Future Committed Inventory Lines.	
8. Enter a '1' to print Sales Order Detail Text Lines.	A text line is a sales order line assigned a line type that has the Text Y/N flag set to Y in Order Line Types (P40205). Text lines are usually designated with a line type of T.
9. Enter a '1' to print lines with zero Quantities Shipped.	Set this option to 1 to print backordered or cancelled lines. For either to print, the next status code on the order must fall within the range you specify in processing option 1. For example, to print cancelled lines, the next status code thru range must equal 999.
ITEM NUMBER DISPLAY:	
10. Enter a '1' to print only our item number. Enter a '2' to print both our item number and the customer item number. If left blank, only our item number will print.	
11. If you wish to print the customer item number, enter the type of cross reference to retrieve.	
INVENTORY PROCESSING:	
12. Enter a '1' to Hard Commit Inventory. If left blank the inventory commitment from Order Entry will not change.	Set this option to 1 to have the P42520 call the Inventory Commitment program (P42997) for stock items to determine the physical location from which to relieve inventory. If an order is already hard committed prior to running P42520, the existing commitment will not change.

Processing Option	Processing Options Requiring Further Description
13. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches. If left blank, the branch from the Sales Order detail will be used.	
CURRENCY PROCESSING:	
14. Enter a '1' to print amounts in Foreign Currency. Enter a '2' to print amounts in both Foreign and Domestic Currency. If left blank only Domestic Currency amounts will print.	
TM PROCESSING:	
15. Enter the version of the TM shipment server (PSMR9100) to call.	
BARCODE OPTIONS:	
16. Enter which barcode symbology to print. '1' = Code 39 (3 of 9) '2' = Code 128 If left blank, bar codes will not print.	Set this option to 1 or 2 to have the system print bar code symbology corresponding to the order number, short item number, lot, location, and pick slip number.
LOT PROCESSING:	
17. Enter '1' to print lines committed to immature lots (lots not yet in effect). If left blank, no pick slip number will be assigned to the sales line.	

66.3 Bill of Lading (P42530)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Next Status Code (Required)	
2. Override Next Status (Optional)	
3. Enter a '1' to prevent updating the next status code from the Order Activity Rules. If left blank, the next status will be updated.	
BILL OF LADING NUMBER:	
4. Enter '1' to create a Bill of Lading number using the company number from the special handling code of UDC table 41/UC in conjunction with next numbers. Enter '2' to create a Bill of Lading Number only using Next Numbers. If left blank, Bill of Lading number will not be generated.	
INVENTORY PROCESSING:	
5. Enter a '1' to NOT commit inventory. If left blank inventory will be hard committed.	
6. Enter a '1' to NOT display future committed inventory.	

Processing Option	Processing Options Requiring Further Description
7. Enter a '1' to use the Inventory Commitment Preference to source from multiple branches. If left blank, the branch from the Sales Order detail will be used.	
UNIT OF MEASURE DISPLAY:	
8. Enter the volume unit of measure for all sales orders in total fields.	
9. Enter the weight unit of measure for all sales orders in total fields.	
REPORT DISPLAY:	
10. Enter a '1' to display Prices and Costs.	
11. Enter a '1' to display Serial Numbers.	
12. Enter a '1' to NOT print Kit Components.	
13. Enter a '1' to print Lot/Serial Number and Location	
14. Enter '1' to print Country of Origin.	
REPORT DISPLAY (CONTINUED):	
16. Enter the global print message to print on each Bill of Lading.	
17. Enter a '1' to print Sales Order Header & Detail associated text. Enter a '2' to print only Header associated text. Enter a '3' to print only Detail associated text.	
ITEM NUMBER DISPLAY:	
18. Enter a '1' to print only our item number. Enter a '2' to print both our item number and the Customers item number.	
19. If you wish to print the customer's item number, enter the type of Cross Reference Number to retrieve.	
LOT CATEGORY CODES: Enter Lot Category Codes to print. Leave blank (default) to not print.	
20. Lot Category Code 1	
21. Lot Category Code 2	
22. Lot Category Code 3	
23. Lot Category Code 4	
24. Lot Category Code 5	
25. Lot Category Code 6	
26. Lot Category Code 7	
27. Lot Category Code 8	
28. Lot Category Code 9	
29. Lot Category Code 10	
CURRENCY PROCESSING:	

Processing Option	Processing Options Requiring Further Description
30. Enter a '1' to print amounts in Foreign Currency. Enter a '2' to print amounts in both Foreign and Domestic Currency. If left blank only Domestic Currency amounts will print.	

66.4 Shipment Confirmation (P4205)

Processing Option	Processing Options Requiring Further Description
RECORD SELECTION:	
1. Enter the ranges of status codes to be selected for processing: Next Status From (Required) Next Status Thru (Required)	Only those order lines with a next status that falls within the from and thru range will display on the screen.
2. Enter Sales Order Type (Required)	This serves as the default order type.
DEFAULT VALUES:	
3. Line Type for new Sales Detail Lines entered through Additional Line Entry. If left blank, you will need to enter it manually for each line. **NOTE:** You cannot enter new inventory items. This option is not applicable to batch shipment confirmation.	The line type you specify for new lines must have an inventory interface equal to N (non-inventory), which you specify in Order Line Types (P40205). To add new detail lines you must set processing option 5 to 1.
4. Enter a Next Status Override code for the following: - Sales Detail lines confirmed - Additional Line Items entered - Sales Detail line created by backorder of remaining quantities. For confirmed and additional lines, if the options are left blank, will default the Next Status from the Order Activity Rules (F40203).	
PROMPTING CONTROL:	
5. Enter '1' to be allowed to enter additional non-inventory lines. If blank, the Additional Line Entry Display will be suppressed. This option is not applicable to batch shipment confirmation.	
6. Enter '1' to display kit component lines. If left blank kit component lines will be suppressed and confirmed with the parent item. This option is not applicable to batch shipment confirmation.	
7. Enter '1' to display text lines. If left blank, all text lines will be suppressed from display and their status (except for configured component text lines) will be updated automatically. This option is not applicable to batch shipment confirmation.	

Processing Option	Processing Options Requiring Further Description
8. Enter '1' to be prompted to accept the order. This option is not applicable to batch shipment confirmation.	
9. Enter '1' to receive an error when the item location is on hold. If left blank, you will receive a warning.	
10. Enter '1' to have the system preload the update option ('1') to option field. This option is not applicable to batch shipment confirmation.	
11. Enter '1' to check availability and receive a warning if lack of availability. If left blank, no warning will be given.	
12. Enter '1' to prevent shipment from a location which currently has zero or negative On Hand Quantity, or if the result of the shipment will produce negative On Hand Quantity. If left blank, the item will be allowed to be confirmed regardless of the On Hand Quantity.	Set this processing option to 1 to stop inventory balances from going negative.
13. Enter '1' to have the system prevent shipping a quantity that is greater than the quantity on the order. If left blank, you will be able to over ship an order.	
14. Enter '1' to use 15 character lot, leave blank to default to 12 chars. (This is used when calling the Multiple Location Window - P42053). This option is not applicable to batch shipment confirmation.	If you choose to display the 15 character lot field, the Available Quantity column is pushed to the fold area in the Multiple Locations window.
15. Enter 1 to issue an error or 2 to issue a warning when the hard committed quantity exceeds the on hand quantity for a particular location. (This option only applies when you don't relieve inventory at Ship Confirm.)	
16. Enter '1' to issue error or '2' to issue warning when attempting to ship a direct ship order record which has not yet been received.	
UPDATE OPTIONS:	
17. Enter '1' to allow the Line Type of confirmed items to be overridden. If blank, field will be protected. This option is not applicable to batch shipment confirmation.	
18. Enter '1' to allow Ship-To-Address to be overridden. If left blank, Ship-To fields will be protected. This option is not applicable to batch shipment confirmation.	

Processing Option	Processing Options Requiring Further Description
19. Enter '1' to automatically backorder or cancel any remaining quantity not shipped. If left blank, will leave all remaining quantities shippable. For kit master lines, all remaining quantities will be backordered or cancelled.	
FREIGHT PROCESSING:	
20. Enter '1' to call the Freight and Additional Charges Calculation program (P40210) after an order is confirmed for shipment and have the freight charges calculated automatically.	
21. Enter '1' to allow either the line item weight or the gross freight charges to be overridden when inside the Freight program (P40210). This option is not applicable to batch shipment confirmation.	
PRINT OPTIONS:	
22. Enter '1' to automatically print invoices at completion of confirmation using subsystem.	
DREAM WRITER CONSIDERATIONS:	
23. Enter the version of Sales Order Entry to call. If left blank, will default to 'ZJDE0001'. This option is not applicable to batch shipment confirmation.	
TM PROCESSING:	
24. Enter the version of TM Shipment Confirmation (PSMR9120) to call.	
RECEIPT ROUTING FROM SHIP CONFIRM:	
25. Enter a '1' to initiate Receipt Routing from Ship Confirm for transfer orders only. If left blank no receipt routing will be performed.	
26. Enter the default route type to be used to search for a receipt route.	
27. Enter the value of the default route to be used for items without a receipt route setup.	This option is specific to UCC 128 functionality.
28. Enter the version of Receipt by PO/Item/Account to call. If left blank, will default to 'ZJDE0007'.	
SHIPMENT PROCESSING:	
29. Enter the version of the Tare/Pack Detail program to call. If left blank, will default to 'ZJDE0001'.	
QUALITY MANAGEMENT:	
30. Enter the version of Test Results Revisions (P3711) to call. If left blank version 'ZJDE0002' will be used. This option is not applicable to batch shipment confirmation.	

Processing Option	Processing Options Requiring Further Description
31. Enter '1' to automatically print a Certificate of Analysis following completion of the confirmation.	
32. Enter the version of the Certificate of Analysis Extract (P37900) to call. If left blank 'ZJDE0001' will be used.	Set this option to 1 to use this version for pack confirmation, in which case only status codes are bumped on the order line, that is, inventory is not relieved.
32a. Enter a '1' to run Certificate of Analysis Extract (P37900) in the subsystem. If left blank, on-line process will be performed.	
CREDIT/RETURNS PROCESSING:	
33. Enter a '1' to edit returns of lot controlled items.	Use this option to create putaway requests in the Warehousing system for credit orders.
WAREHOUSE PROCESSING:	
34. Enter '1' if this program is to be used for pack confirmation. This option is not applicable to batch shipment confirmation.	
35. Enter the request processing mode: ' ' = No putaway requests '1' = Generate requests only '2' = Generate requests and process using the subsystem	
36. If processing putaway requests using the subsystem, enter the DREAM Writer version to use. If blank, XJDE0001 is used. (See Form ID P46171)	
37. Enter an override next status for sales order lines for which requests have been generated.	
SERVICE WARRANTY MANAGEMENT:	
38. Enter '1' to call Batch Assign Service Warranty (P42404) to automatically assign service warranties to sales order detail records.	
39. Enter the DREAM Writer version of P42404 to call.	
ADVANCED LOT MANAGEMENT:	
40. Display Warning/Error Message for Ship Ascending Dates Rule check: Blank = Display Warning 1 = Display Error This option is not applicable to batch shipment confirmation.	
41. Enter '1' to issue a warning when an immature lot (one not yet in effect) is entered and to include immature lots in the calculation of availability. If left blank, a hard error will be issued and immature lots will not be counted as available.	
42. Enter '1' to not default the lot on the sales order to the purchase order if lot assignment is optional for the item in the ship-to branch/plant (lot process type is '0' or blank in the Item Branch Information). If left blank, whenever a lot is assigned to the sales order, it will default to the purchase order.	

Processing Option	Processing Options Requiring Further Description
REVERSE SHIPMENT CONTROL:	
43. Enter '1' to display the Shipped Mode on the video.	
44. Enter the override next status code for reversals.	
TRANSFER ORDERS:	
45. Enter '1' to update the Sales Price and the Purchase Order Cost when the Sales Cost has changed and the Sales Price is based on cost or cost + markup. If left blank, the sales price and purchasing cost will not be updated.	

66.5 Batch Ship Confirm - Final (P42051)

Processing Option	Processing Options Requiring Further Description
UPDATE OPTIONS:	
1. Enter "1" to run this program in final mode. If left blank, this program will produce only the reports and will perform no file or status updates.	
2. Enter "1" to use Next Numbers to populate the shipment number if the shipment number is zero.	
3. Enter "1" next to fields which will be used to trigger the generation of a new shipment number from "Next Numbers" to be assigned to sales detail records. For fields with a "1" entered, a change in value in this field will trigger the assignment of a new next number. If left blank and processing option 2 is set to "1", then a new "Next Numbers" value will be assigned to each sales detail record. Note: If using this processing option, you must also set up the DW Data Sequencing to be in the correct order to assign shipment numbers. Order Number Business Unit Ship To Address Book Number Sold To Address Book Number Mark For Address Book Number Carrier Number	
PRINT REPORTS:	
4. Enter "1" to print the Confirmed Shipment Report. If left blank, the Confirmed Shipment Report will not print.	
5. Enter "1" to print the Shipment Exception Report. If left blank, the Shipment Exception Report will not print.	

Processing Option	Processing Options Requiring Further Description
6. Enter blank to not issue an error if the shipment number is zero. Enter "1" to issue a hard error if the shipment number is zero. Enter "2" to issue a warning error if the shipment number is zero.	
7. Enter "1" to print kit components on the Confirmed Shipment Report. If left blank, the kit components will not be printed on the Confirmed Shipment Report.	
8. Enter "1" to print header text on the Confirmed Shipment Report. If left blank, the header text will not print on the Confirmed Shipment Report.	
9. Enter "1" to print detail text on the Confirmed Shipment Report. If left blank, the detail text will not print on the Confirmed Shipment Report.	
10. Enter a value to assign to the shipment status for new shipments created by the batch shipment confirmation process. This option only applies if using next numbers to automatically assign shipment numbers.	
DREAM WRITER VERSIONS: Enter the version to call. If left blank, ZJDE0001 will be used: 11.Order Confirmation (P4205)	

66.6 Print Delivery Notes (P42535)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Enter an override next status if desired. If left blank, the next status from the Order Activity Rules will be used.	
2. Enter a '1' to prevent updating the Next Status Code from the Order Activity Rules. If left blank, the Next Status Code will be updated.	
REPORT DISPLAY:	
3. Enter a '1' to print Kit Component lines.	
4. Enter a '1' to print extended amount on the Delivery Note.	
5. Enter the transport reason to be printed on the delivery notes.	
6. Enter the global print message to print on each delivery note.	
7. Enter a '1' to print associated text, if option is left blank, no associated text will print.	
ITEM NUMBER DISPLAY:	
8. Enter a '1' to print only our item number. Enter a '2' to print both our item number and the Customers item number.	

Processing Option	Processing Options Requiring Further Description
9. If you wish to print the customer's item number, enter the type of Cross Reference Number to retrieve.	
FILE UPDATE:	
10. Enter a '1' to write to Delivery Note History File. If left blank, no delivery note number or history records will be generated. It will be a proof mode only.	Enter 1 to have the system update the Delivery Note History file (F4290)
CURRENCY PROCESSING:	
11. Enter a '1' to print amounts in Foreign Currency. If left blank, only Domestic Currency amounts will print.	
PROCESSING CONTROL EDIT:	
12. Specify one of the following: Enter a '1' to perform Processing Control Edit to determine which customers to process. Enter a '2' to perform Processing Control Edit to determine which customers to process, but default to PRINT setup for delivery notes from the customer billing instructions and FAX setup listed below if not found. If left blank, Processing Control Edit will not be performed to determine which customers to process. PRINT setup for delivery notes from the customer billing instructions and FAX set up from below will be used.	Document Control Revisions (P0170) allows you to specify how each of your customers receives delivery notes, that is, via hard copy or facsimile. You set this option to 1 to have the program locate control revisions for each customer, and then print or fax the delivery notes accordingly. If there are no control revisions set up for the customer, the program will not produce any output for the customer. If the option is set to 2 and the program can't find control revisions for a customer, it will revert to Customer Billing Instructions (P4206) and processing option 13 to determine whether to print and/or fax the delivery notes.
FAX DOCUMENT PROCESSING:	
13. Enter a '1' to fax the document. If left blank, the document will not be faxed.	Set this option to 1 to have the program create a separate spool file for each customer and put it in the output queue you specify in the next option. You'll need to use a third party software package to actually extract, convert and send out the information via facsimile.
14. Enter the Fax Output Queue. If left blank, the fax will be written to the same output queue as printed documents.	

66.7 Cycle Billing - Final (P49700)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Enter the value of the override next status to be used for an order that is already invoiced. (Required)	
2. Enter the value of the override next status for processing orders. If nothing is entered, the value of the next status from the Order Status Flow will be used.	
3. Enter the value of the version of Sales Order Update to retrieve processing options from.	

Processing Option	Processing Options Requiring Further Description
4. Enter a '1' to run the program in final mode. A blank will indicate proof mode.	
5. Enter the value of the default invoice cycle to be used for those lines for which a preference is not found.	

66.8 Periodic Invoice (P49870)

Processing Option	Processing Options Requiring Further Description
PERIODIC INVOICE SUBMIT PROCESSING OPT.:	
1. Enter the date to be used as the invoice date. This date is also used to retrieve document next number information. Leave blank if using processing option no. 2 below. OR	
2. Select the date or date hierarchy to determine the invoice date. Leave blank if date entered on processing option no. 1. '1' = System Date '2' = Promised Delivery Date '3' = Actual Delivery Confirmation Date Promised Delivery Date '4' = Trip Load Date Order Load Date '5' = Actual Load Confirmation Date Trip Load Date Order Load Date	
3. Enter the document code to be used for periodic invoice.	
4. Enter the desired Print Control MCU (Cost Center).	
5. Enter the Output Queue number for periodic invoice.	
6. Enter a '1' to run this job interactively. If a blank is entered, the job will be submitted to batch.	
7. Enter the DREAM Writer version of the batch creation program to run (X49580A).	

66.9 Daily/Periodic Invoice (P49880)

Processing Option	Processing Options Requiring Further Description
STATUS CODES:	
1. Enter the range of status codes to be selected for processing. Next Status Code From (Required) Next Status Code To (Required)	
2. Override Next Status (Optional)	

Processing Option	Processing Options Requiring Further Description
3. Enter a '1' to prevent updating the Next Status Code from the Order Activity Rules. If left blank, the Next Status Code will be updated.	
TAX INFORMATION:	
4. Enter a '1' to print by Tax Group. Enter a '2' to print by Tax Area. Enter a '3' to print by Tax Authority. If left blank, no tax information will print.	
REPORT DISPLAY:	
5. Enter a '1' to prevent A/R number from being assigned (used when creating a consolidated proof).	
6. Enter the global print message to print on each invoice.	
7. Enter a '1' to print sales order associated text. If left blank, no associated text will print.	
LINE DISPLAY:	
8. Enter a '1' to print kit component lines. If left blank, no kit component lines will print.	
9. Enter '1' to print lot number. Blank will not print lot number.	
ITEM NUMBER DISPLAY:	
10. Enter a '1' to print only our item number. Enter a '2' to print both our item number and the customer item number. If left blank, only our item number will print.	
11. If you wish to print the customer item number, enter the type of cross reference to retrieve.	
12. Enter a '1' to summarize by item. Enter a '2' to summarize items within each whole line number (Kit Grouping).	
CURRENCY PROCESSING:	
13. Enter a '1' to print amounts in foreign currency. If left blank, only domestic currency amounts will print.	
INVOICE PRINTING OPTIONS:	
14. Enter the program name that translates total amounts from numbers to words. (See User Defined Codes, system code 98, type "CT" for program numbers.)	
PRICE ADJUSTMENT OPTION:	
15. Enter '1' to print unit price and type 1 adjustments separately. Leave blank to not break out type 1 adjustments from the net price.	

Processing Option	Processing Options Requiring Further Description
QUALITY RESULTS/SEAL NUMBER LINES:	
16. Enter a '1' if the Quality Management Test Results should be printed. Otherwise default is ' '.	
17. Enter a '1' if the Vehicle Seal information should be printed. Otherwise, the default is ' '.	
AVIATION/MARINE:	
18. Enter '1' to print meter readings. If left blank, no meter readings will print.	
VERSIONS OF PROGRAMS:	
19. Enter the version of the preference processor (P40400) to be called to retrieve the document distribution preference. If left blank, version ZJDE0001 will be used.	
PROCESSING CONTROL EDIT:	
20. Specify one of the following: Enter '1' to perform Processing Control Edit to determine which customers to process. Enter '2' to perform Processing Control Edit to determine which customers to process, but default to EDI, PRINT, and FAX setup listed below if not found. If left blank, Processing Control Edit will not be performed to determine which customers to process. EDI, PRINT, and FAX options listed below will be used.	
PROCESING CONTROL & EDI PROCESSING:	
21. Select the type of transaction being processed by this program. This option is used by document control processing. An entry of '1' = P49880-1 from UDC table 00/DP. This option is also used by EDI processing to determine which EDI files to update. This option is MANDATORY for EDI or Processing Control Editing. 1 = Invoice 2 = Order Acknowledgment 3 = Response to Quote 4 = Change Order Acknowledgment	
EDI PROCESSING:	

Processing Option	Processing Options Requiring Further Description
22. Enter the following EDI defaults: EDI Document Type (EDCT) EDI Transaction Set (EDST) EDI Translation Format (EDFT) Trading Partner ID (PNID) Transaction Set Purpose (TPUR) Acknowledgment Type Code (ACKT) Lines Status Code (LSTS) Change Code (CHGC)	
23. Enter '1' to create outbound EDI Unutilized Information records. If left blank, Unutilized Information records will not be created.	
24. Enter '1' to extract advanced pricing history information from F4074. (Valid for Invoices, Order Acknowledgments, and Change Order Acknowledgments.) If left blank, pricing history will not be extracted.	
DOCUMENT PROCESSING CONTROL "DEFAULTS":	
EDI PROCESSING:	
25. Enter '1' to generate EDI data. If left blank, EDI data will not be generated.	
PRINT PROCESSING:	
26. Enter '1' to print the document. If left blank, the document will not be printed.	
FAX DOCUMENT PROCESSING:	
27. Enter '1' to fax the document. If left blank, the document will not be faxed.	
DOCUMENT PROCESSING "DEFAULTS":	
28. Enter the Fax Output Queue. If left blank, the fax will be written to the same output queue as printed documents.	

66.10 Status Code Update (P42040)

Processing Option	Processing Options Requiring Further Description
Enter the default Status Codes to be selected for processing: Status Code (Last) Status Code (Next) Enter the "Next Status" value to be used for update. Enter a '1' to protect the Update to Next Status field. Enter the Order Type you wish to see. (Default of blanks will display all Order Types.) Enter the version of Sales Order Entry you wish to execute from the selection exit. If left blank, version 'ZJDE0001' will be called. Enter a '1' to preload the update option.WAREHOUSE PROCESSING: Enter the request processing mode: ' ' = No pick requests '1' = Generate requests only '2' = Generate requests and process using the subsystem. If processing pick requests using the subsystem, enter the DREAM Writer version to use. If blank, XJDE0002 is used. (See Form ID P46171.) Enter an override next status for sales order lines for which requests have been generated.	
LOT PROCESSING: Enter '1' to include immature lots (those not yet in effect) in the calculation of availability. If left blank, an immature lot will not be counted as available.	Enter 1 in this option if you want immature lots included in the availability calculation for an item which displays when you press F4 to open the fold.

66.11 Enter Receipts (P4312)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Order Type	
2. Receipt Document Type	If an order line does not display for receipt, check the Next Status on the line (via Purchase Order Entry-P4311) to verify it matches one of the three status codes you set below.
Incoming Acceptable Next Status Codes:	
3. Status Code 1	
4. Status Code 2	
5. Status Code 3	
Outgoing Next Status Codes:	

Processing Option	Processing Options Requiring Further Description
6. Partial receipt	If you perform partial receipts, you want to update the next status on purchase order lines: 1. To indicate that a partial receipt has taken place, and 2. So you can lock down the status in Purchase Order Entry so users cannot make changes to partially received lines.
7. Close balance of line	Should normally be 999.
8. Cancel balance of line	Should normally be 999.
PROMPTING CONTROL: Enter a '1' to:	
9. Select all lines for receipt.	
10. Be prompted to accept the receipt.	
11. Display lot/layer information.	
12. Display Sales Order Backorders.	Set this processing option to 1 to have the Backorder Release screen (V42117) display after you perform a receipt to release backorders that might exist for the items you just received.
13. Record serial number information for inventory items.	
14. Protect lot number, lot expiration date, and lot status on orders with automatically generated or assigned lot numbers.	
15. Enter a '1' to protect prices, or a '2' to make prices non-display. If left blank, the update of prices is allowed.	
16. Enter a '1' to require manual entry of the quantity. If left blank, the quantity field will be loaded.	
17. Enter a '1' to display description. If left blank, the item/account number will be displayed.	
18. Enter the format to be displayed. 1 = Receipts by Purchase Order 2 = Receipts by Item 3 = Receipts by G/L Account (If left blank, format 1 is used.)	
LANDED COST PROCESSING:	
19. Enter a '1' to display the landed cost screen, or a '2' to perform blind landed cost processing. If left blank, no landed cost processing is performed.	
TOLERANCE CHECKING: Enter a '1' for a warning message, or a '2' to prohibit entry. If left blank, no tolerance checking is performed.	
20. Quantity, Unit Cost, Amount	

Processing Option	Processing Options Requiring Further Description
21. Receipt Date	
ITEM BRANCH/LOCATION PROCESSING:	
22. Enter a '1' to update the supplier when an item is purchased the first time, or a '2' to update the supplier every time the item is purchased. If left blank, no supplier update is performed.	Use this option to update the Supplier address number in the branch record for an inventory item (P41026). The address number is then used by the Purchase Order Generator program (P43011) to create orders for the supplier.
23. Enter a '1' to default the Location and Lot Number from the primary item balance location, if the Location and Lot Number are both blank.	
ITEM BRANCH/LOCATION PROCESSING (Cont.)	
24. Enter '1' to have the Lot Master Category Codes window display when creating a new lot. Enter '2' to have the window display for new and existing lots.	
25. Enter '1' to receive an error if quantity on hand for the item location will go negative. Enter '2' to skip receiving any error or warning. If left blank, you will receive a warning.	
DREAM WRITER VERSIONS: Enter the version for each program: If left blank, ZJDE0001 will be used.	
26. Open Order Inquiry (P430301)	
27. G/L Functional Server (XT0911Z1)	
28. SO Backorder Release (P42117)	
29. Receipt Traveler (P43512)	
30. Receipt Routing (P43250)	
DOCUMENT PROCESSING:	
31. Enter a '1' to automatically print a Receipt Traveler Document following each receipt.	
KIT PROCESSING:	
32. Enter a '1' to display the kit parent item, or a '2' to display the kit component items. If left blank, no kit information is displayed. **Note**: Stock items must be received at the component level.	
SUPPLIER ANALYSIS:	
33. Enter a '1' to capture supplier analysis information. If left blank, no supplier analysis information is captured.	Enter 1 to have the system create a record in the Supplier/Item Relationship file (F43090) if it doesn't already exist, and also to update order information to the file.
ASSOCIATED TEXT PROCESSING:	
34. Enter a '1' to purge the associated text when the line is fully received. If left blank, the text is retained.	

Processing Option	Processing Options Requiring Further Description
RECEIPT ACKNOWLEDGMENT:	
35. Enter a '1' to send a PPAT message to the purchase order originator regarding the receipt.	
RECEIPT ROUTING:	
36. Enter a '1' to initiate the receipt routing process. If left blank, all items will be received directly into stock.	
37. Enter the default route type to be used to search for a receipt route. If left blank, the program will search for route type equivalent to blank.	
SUMMARIZATION:	
38. Enter a '1' to summarize journal entries. If left blank, journal entries are written in detail. NOTE: If tracking commitments in the PA/PU ledgers, this option may NOT be used.	
WAREHOUSE PROCESSING:	
39. Enter the Directed Putaway mode: ' ' : No Directed Putaway Requests '1' : Request Putaway only '2' : Request Putaway and process using the subsystem '3' : Receive directly to reserved locations (No requests).	
40. If processing putaway requests through the subsystem, enter the DREAM Writer version to be used. If blank, XJDE0001 is used. (See Form ID P46171).	
41. Enter the DREAM Writer version of On-Line Reservations to be used. If blank, ZJDE0001 is used. (See Form ID P46130)	
42. Enter a '1' to perform warehouse Cross-Docking. This is only valid with processing option 12 to perform sales backorder processing set on.	
CURRENCY PROCESSING:	
43. Enter the date to be used when retrieving the currency exchange rate. If left blank, the purchase order exchange rate will be used. 1 = G/L Date 2 = Current Date	
44. Enter a '1' to protect the exchange rate field.	
BULK ITEM PROCESSING:	

Processing Option	Processing Options Requiring Further Description
45. Enter '1' to record the difference between ambient and standard quantities received as a temperature gain/loss. Enter '2' to update the unit cost as the extended cost divided by the standard quantity. Leave blank if quantities are purchased and received in standard.	
46. Enter a '1' if you want Receipts Routing integration with the Four Point Analysis file.	
47. Enter the DREAM Writer Version for the Bulk Stock Movement program called for Lot Controlled product. If left blank, ZJDE0005 will be used.	
DIRECT SHIP ORDER PROCESSING: (LOAD & DELIVERY MANAGEMENT ONLY)	
48. Enter a '1' if related sales order lines should be automatically load and deliver confirmed.	
49. Enter the sales order next status code beyond which sales orders will not be automatically load and deliver confirmed.	
50. Enter the version of the transportation transaction server to be used to automatically load and deliver confirm orders.	
DIRECT SHIP ORDER PROCESSING: (SALES ORDER MANAGEMENT)	
51. Enter the next status code that the related sales order line should be updated to upon full receipt of the purchase order line.	Use this option to update the Next Status on a direct ship sales order that corresponds to a purchase order to ensure that it is ready for ship confirmation or update.
52. Enter '1' to update the location or lot from the receipt to the related sales order line	
53. Enter '1' to automatically confirm the shipment of the related sales line upon receipt of the PO line.	
54. Enter the version for Batch Order Confirmation (P42051). If left blank, ZJDE0002 will be used.	
QUALITY MANAGEMENT:	
55. Enter the version of Tst Results Revisions (P3711) to call. If left blank, ZJDE0002 will be used.	
CASCADING RECEIPTS:	
56. Enter '1' to initiate Cascading Receipts	
57. Enter the type of tolerance check to perform in Cascading Receipts 1 = Percentage Tolerance 2 = Units Tolerance	
58. Enter the tolerance value. This is used in conjunction with the previous option.	

Processing Option	Processing Options Requiring Further Description
G/L POST:	
59. Enter a '1' to automatically submit the G/L Post. If left blank, post WILL NOT be automatically submitted	
60. Enter the DREAM Writer version of the G/L Post to be used. If left blank, ZJDE0033 will be used. This is used in conjunction with the previous option.	
61. Enter a value for processing when the G/L Date of the receipt is outside the fiscal year of the G/L Date on the original order ' ' - Ignore '1' - Issue Warning '2' - Issue Hard error	Set this option to accommodate encumbrance and commitment accounting such that relief of a commitment cannot occur after the year in which the commitment was entered. Commitment accounting only applies to order lines types with an Inventory Interface of A or B.
62. Enter a value to prevent a cancellation in a different fiscal year. (Leave blank to ignore the fiscal year check). '1' - Issue Warning '2' - Issue Hard Error	

66.12 Text Messages (P4016)

Processing Option	Processing Options Requiring Further Description
1. Enter a '1' to display Item Notes. If left blank, Print Messages will be displayed.	
2. Enter a '1' to display only the messages that have not yet reached the expiration date. If left blank, all messages will be displayed.	

67

End of Day Processing – Processing Options

This chapter contains these topics:

- Section 67.1, "Sales Update (P42800),"
- Section 67.2, "Print Sales Journal (P42810),"
- Section 67.3, "General Ledger Post (P09870),"
- Section 67.4, "General Journal By Batch (P09301)."

67.1 Sales Update (P42800)

Processing Option	Processing Options Requiring Further Description
DEFAULT VALUES:	
1. Enter the specific date to be used as the A/R Invoice date OR	
2. Select the date to be used as the A/R Invoice date: '1' = Date of the Sales Invoice '2' = Actual Shipment date '3' = Sales Update execution date If both options 1 and 2 are blank, the Sales Invoice date will be used. If both options 1 and 2 are not blank, the date in option 1 will be used.	If you enter 1 in this option, all sales orders selected by the program must have a pre-assigned invoice date. If you enter 2 in this option all sales orders selected by the program must have an actual shipment date. You can view the dates applicable to an order in Customer Service Inquiry (P42045) by inquiring on the order, taking an option 5 to view the detail, and selecting F8 to view the dates.
3. Enter the specific date to be used as the General Ledger date OR	
4. Select the date to be used as the General Ledger date: '1' = Date of the Sales Invoice '2' = Actual Shipment date '3' = Sales Update execution date If both options 3 and 4 are blank, the sales update execution date will be used. If both options 3 and 4 are not blank, the date in option 3 will be used.	If you enter 1 in this option, all sales orders selected by the program must have a pre-assigned invoice date. If you enter 2 in this option all sales orders selected by the program must have an actual shipment date. You can view the dates applicable to an order in Customer Service Inquiry (P42045) by inquiring on the order, taking an option 5 to view the detail, and selecting F8 to view the dates.

Processing Option	Processing Options Requiring Further Description
5. Specify the G/L Account Cost Center (CC) if the AAI CC is blank. If left blank, the default is '3'. '1' = Use the Subsequent CC. If it is also blank, use the CC from the order detail. '2' = Sold to address number '3' = Use the Subsequent CC. If it is also blank, use the CC from the order header for sales entries and the CC in the detail for inventory entries.	The 'Subsequent Cost Center' refers to the Project Number attached to the cost center/branch in Revise Single Business Units (P0006).
6. Enter the override next status code for lines processed. If left blank, will use status code '999' to close out the line.	
7. Enter the 3 character code to be used to update the billing remarks in the G/L file (F0911).	
PRINT SALES JOURNAL:	
8. Enter '1' to print a Sales Journal.	
9. Enter the version of Sales Journal (P42810) to print. If left blank, version ZJDE0001 will be used.	
SUMMARIZATION:	
10. Enter '1' to summarize your A/R entries within the Invoice Number. If left blank, A/R entries will be written in detail.	Enter 1 to have the program summarize lines on a sales order into a single pay item on the invoice. The program will only summarize lines with identical tax and payment term information. If you include tax on sales orders, the value you enter in this processing option should correspond with the method by which you tax orders, that is, at the line level (detail) or the order total level (summary). You specify this method in Tax Rules by Company (P0022).
11. Enter '1' to summarize your G/L entries within the Invoice Number. If left blank, G/L entries will be written in detail.	Enter 1 in this option to have the program summarize journal entries by account number, subledger and subledger type.
12. Enter '1' to summarize your Cost of Goods and Inventory G/L entries to a separate batch. These entries will be summarized at the batch level. This option is not allowed in currency mode.	If you choose to summarize Inventory and COGs into a separate batch, the program creates a batch type 'G' for these entries.
UPDATE OPTIONS:	
13. Enter '1' to run this program in final mode. If left blank, this program will produce only the reports and will perform no file or status update.	

Processing Option	Processing Options Requiring Further Description
14. Enter '1' to bypass updating any or all of the following systems: Accounts Receivables (F0311) Inventory (F41021/F4115) Commissions (F42005) Sales History Summary (F4229) Sales Rebate History (F4079) Accounts Payable (F0411)	If you choose to bypass Accounts Receivable, the program still assigns an invoice number to each sales order, but it doesn't create an invoice record in the A/R system. Instead of creating a journal entry in the A/R trade account when you run the Post General Ledger program (P09870), this program pulls the revenue offset account from AAI 4245. If you choose to bypass Accounts Receivable, the system will not write tax records to the Tax file (F0018). Also, the system creates a G type batch instead of creating an I type batch. The option to bypass Accounts Payable only applies to interbranch orders, and your selection in processing option 26.
15. Enter '1' to purge all associated text lines in the Text Detail File (F4314). These are text lines entered through a selection exit from Sales Order Entry.	
16. Enter '1' to leave completed records in the F4211 file. If left blank, the F4211 record will be purged to the Sales History file (F42119).	
17. Enter '1' to leave Sales Header records in the F4201 file. If left blank, AND all associated detail records have been purged, the F4201 records will be purged to the Sales Header History file (F42019). **NOTE:** If you have specified to update the order number to the Subledger field in the G/L, this option must be set to '1'.	
18. Enter '1' to purge all pricing history records (F4074). If left blank, pricing history will remain in file.	
19. Select the type of information to be updated to the Subledger field in the journal entries (F0911): '1' = Order Number '2' = Salesman Number '3' = Sold To Address Number '4' = Ship To Address Number '5' = Item Number (Short)	
INVOICE NUMBER UPDATE:	
20. Enter an index number (1-10) used to assign the A/R Next Number. If left blank, index 01 will be used as the default.	If you use Sales Update to assign invoice numbers to sales orders, enter the next number bucket from which the program is to retrieve a beginning invoice number. You set up next numbers for invoices in the Next Numbers screen (P0002) under system code 03 (Accounts Receivable).
21. Enter the document type to be used for the invoice. If left blank, 'RI' will be used. **NOTE:** You will have to use the above options if you have not already assigned the A/R number at the time of invoice print.	
SALES COST UPDATE:	

Processing Option	Processing Options Requiring Further Description
22. Enter '1' to update the item cost with the current inventory cost by running the Sales Cost Update (P42950) prior to sales update.	The P42950 serves three purposes depending on the version you run. It will update sales order costs, prices, or exchanges rates (and the corresponding amounts). You set this option to 1 to have the P42950 make updates to sales orders before they run through Sales Update. You specify the version of P42950 you want to run in processing option 23. The P42950 will not change costs on sales order lines for which items have been relieved from inventory (via Ship Confirm). When inventory is relieved, the system writes a Cardex record (F4111) containing the cost; therefore, changing the costs afterwards could cause integrity problems.
23. Enter the version of Sales Cost Update to run. If left blank, will use version ZJDE0002.	Version ZJDE0002 is preset to update sales order costs.
SALES FLEX ACCOUNTING:	
24. Enter '1' to use sales flex accounting. If left blank, sales flex accounting will not be used.	Sales flex accounting allows you to define the business unit, subsidiary or subledger portion of an account number based on category codes and other variables that pertain to an item or address number on a sales order. You work with flexible sales accounting in P40296.
INTER-BRANCH SALES:	
25. Enter the Order Type used to record inter-branch sales. To specify more than one, type them one after the other along this field.	
26. Enter a '1' to create A/R (F0311) and A/P (F0411) batches. If left blank, an interbranch JE (F0911) batch will be created.	
DREAM WRITER VERSIONS: Enter the version for each program. If left blank, ZJDE0001 will be used.	
27. A/R Functional Server (XT0311Z1)	The A/R server you specify here will have some affect on the invoices created by Sales Update. See processing options for XT0311Z1 for more details.
28. G/L Functional Server (XT0911Z1)	The G/L server you specify here will have some affect on the journal entries created by Sales Update. See processing options for XT0911Z1 for more details.
29. A/P Functional Server (XT0411Z1)	
BULK PRODUCT OPTIONS:	
30. Enter a '1' if the quantity shipped is at standard for sales lines without bulk quantities. Leave blank if the quantity shipped is at ambient.	
31. Enter the address book number to be used as the owner for duty paid when the tank is commingled for duty and the owner has not been specified.	
32. Enter the address book number to be used as the owner for duty free when the tank is commingled for duty and the owner has not been specified.	

Processing Option	Processing Options Requiring Further Description
33. Enter a '1' to record temperature gain/loss based on cost. Enter a '2' to record temperature gain/loss based on revenue. Leave blank if no temperature gain/loss is to be recorded.	
34. Enter a '1' to update quantities to the following files at ambient if the order was priced at ambient. Leave blank to update all quantities at standard. If this processing option is used, item quantities may not balance to the item ledger since the item ledger is updated at standard. . Sales History Summary (F4229) . Item History (F4115) . G/L Account Ledger (F0911) More	
AGREEMENT MANAGEMENT CONTROL:	
35. If the agreement management system is in use and the depot from which product will be relieved is a foreign depot, an agreement search will be performed to find a valid borrow agreement. Specify which destination should be used by the search program. Enter the specific branch/plant to be used as the destination. OR Enter '1' to use *ANY or enter '2' to use the user's default br/plt.	
INTERNAL SALES OPTION:	
36. Enter a '1' to use the Account number from the sales detail as the Revenue account or leave blank to use the account number as the Cost of Goods Sold account number.	
FREE GOODS:	
37. Enter a '1' to record a free good as a discount. List price will be recorded as a revenue and the actual price will be used to calculate the price adjustment. If left blank, the actual price will be treated as revenue and no adjustment recorded.	

67.2 Print Sales Journal (P42810)

Processing Option	Processing Options Requiring Further Description
RECORD SELECTIONS:	
1. Enter '1' to update the Status Codes of the Sales Order. If left blank the Status Codes of the order will not be changed.	

Processing Option	Processing Options Requiring Further Description
2. Enter the override Next Status code for the sales order. If left blank the next available status code from the Order Activity Rule (F40203) will be used. This option will only be in effect if processing option one is set to '1'.	
PRINT OPTION:	
3. Select the currency printing mode of this report: ' ' - Print in Domestic Only '1' - Print in Foreign Only '2' - Print in Both Domestic and Foreign currencies.	

67.3 General Ledger Post (P09870)

Processing Option	Processing Options Requiring Further Description
BATCH SELECTION:	
1. Enter Batch Number or Batch Date or Batch User ID	
PRINT SELECTION:	
2. Identify how to print amount fields on Post Journal: '1' = to Millions (w/ commas) '2' = to Billions (w/o commas) Blank (Default) = No Journal Printed.	
3. Identify which account number to print on report: '1' = Account Number '2' = Short Account ID '3' = Unstructured Account '4' = (Default) Number Entered During Input	
FIXED ASSETS:	
4. Enter a '1' to post F/A entries to Fixed Assets. **Note:** DREAM Writer version ZJDE0001 of Post G/L Entries to Assets (P12800) is executed when this option is selected. All transactions selected from that DREAM Writer will be posted rather than just the current entries being posted to G/L.	
5. Enter a 'Y' if you wish to explode parent item time down to the assembly component level. Component billing rates will be used. (This applies to batch type 'T' only.)	
CASH BASIS ACCOUNTING:	
6. Enter a '1' to create and post Cash Basis accounting entries. (Applies to batch type G, K, M, W, & R only.)	
7. Enter units ledger type for Cash Basis Accounting entries. (Default of blank will use "ZU" ledger type.)	
ACCOUNTING FOR 52 PERIODS:	

Processing Option	Processing Options Requiring Further Description
8. Enter a '1' for 52 Period Post. **Note:** DREAM Writer data selection is used for 52 period posting ONLY. It is NOT used for the standard post to the F0902. Additionally, 52 period date patterns must be set up.	
TAX FILE UPDATE:	
9. Identify when to update the Tax Work file (F0018): '1' = V.A.T. or Use Tax only '2' = for All Tax Amounts '3' = for All Tax Explanation Codes Blank (Default) = No Update to File **Note:** When using Vertex Taxes the Vertex Tax Register file will be updated instead of the Tax Work file for methods '1', '2', and '3'.	
10. Adjust VAT Account for Cash Receipt Adjustments and Write Offs. Tax explanation must be a 'V'. '1' = update VAT amount only '2' = update VAT amount, extended price and taxable amount	
11. Adjust VAT Account for Discount Taken. The Tax Rules file must be set to Calculate Tax on Gross Amount, including Discount and Calculate Discount on Gross Amount, including Tax. Tax explanation must be a 'V'. '1' = update VAT amount only '2' = update VAT amount, extended price and taxable amount	
PROPERTY MANAGEMENT:	
12. Enter DREAM Writer version of Property Management G/L Transaction Creation to be executed. Default is version ZJDE0001. (This applies to batch types '2' and '/'.)	
UPDATE OPTION:	
13. Enter '1' to update short ID number, company, fiscal year/period number, century, and fiscal quarter in unposted transaction records selected for posting. (May be required for custom input programs.)	
REPORT FORMAT:	
14. Enter a '1' to print the Posting Journal in a 198 character format. The default of blank will print the format with 132 characters.	
DETAILED CURRENCY RESTATEMENT:	
15. Enter a '1' to create currency restatement entries. This creates records in the XA, YA, and/or ZA ledgers depending on the version you are running.	
16. Enter the version of the Detailed Currency Restatement (P11411) to execute. Default of blank will execute ZJDE0001.	

Processing Option	Processing Options Requiring Further Description
RECONCILIATION FILE PROCESSING:	
17. Enter a '1' to update the Cross-Environment Reconciliation file. Blank will not update the reconciliation file. **Note:** The Cross-Environment Reconciliation file can also be updated through the stand-alone Cross-Environment File Creation program.	
REVERSING JOURNAL ENTRIES:	
18. When normal number of periods = 12 or 13 and posting a reversing entry into period 12 or 13, enter a '1' to create reversing journal entries to the first period of the following year. This is to avoid posting reversing entries to an adjusting period. Example: Normal number of periods = 12. Period 12 ends 12/30/xx and period 13 ends 12/31/xx. Journal Entry date of 12/30/xx will post reversing entry to period 01 of next year if processing option is set to '1'.	
SKIP SUSPENDED TAX POST	
19. Enter '1' to bypass automatic submittal of the suspended VAT post.	
BATCH TYPE SELECTION: **Note:** This option should NOT be changed by User.	

67.4 General Journal By Batch (P09301)

Processing Option	Processing Options Requiring Further Description
PRINT OPTIONS:	
1. Select Account number to print: '1' = account number '2' = short account ID '3' = unstructured account '4' = number entered during input. If left blank, the number entered during input will be printed.	
2. Enter a '1' to print units. If left blank, units will not be printed.	
3. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.	
ALTERNATE CHART OF ACCOUNTS PRINT:	
4. Select which account category code (1 - 23) to print in place of the account number. Default of blank will print the account number specified in option number 1.	
GENERIC TEXT:	

Processing Option	Processing Options Requiring Further Description
5. Enter a '1' to print the generic text for journal entry lines in a 40-character width, a '2' to print text in an 80-character width. If left blank, generic text will not be printed.	

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Price Processing Options

This chapter contains these topics:

- Section 68.1, "Customer Price Group Generation (P40932),"
- Section 68.2, "Item Price Group Generation (P40931),"
- Section 68.3, "Order Repricing for Standard Pricing (P421301),"
- Section 68.4, "Base Price Report (P41830),"
- Section 68.5, "Update Sales Cost, Price, or Exchange Rate (P42950),"
- Section 68.6, "Sales Price Level Conversion - Final (P41816)."

68.1 Customer Price Group Generation (P40932)

Processing Option	Processing Options Requiring Further Description
GROUP CODES:	
1. Specify up to five customer group codes to be processed. If no customer group codes are specified, all group codes will be used. Customer Group Code 1 Customer Group Code 2 Customer Group Code 3 Customer Group Code 4 Customer Group Code 5	

68.2 Item Price Group Generation (P40931)

Processing Option	Processing Options Requiring Further Description
GROUP CODES:	

Processing Option	Processing Options Requiring Further Description
1. Specify up to five item group codes to be processed. If no item group codes are specified, all group codes will be processed. Item Group Code 1 Item Group Code 2 Item Group Code 3 Item Group Code 4 Item Group Code 5	

68.3 Order Repricing for Standard Pricing (P421301)

Processing Option	Processing Options Requiring Further Description
RECORD SELECTION:	
1. Enter the next status code to be selected for processing. Any sales detail records with a different Next Status will be bypassed. If option is left blank, will select all.	
DEFAULT VALUE:	
2. Enter the override next status code for the new sales detail records. If left blank, will default to the Order Activity Rule (F40203).	
UPDATE OPTIONS:	
3. Enter a '1' to make this program recognize the preset starting pricing category level associated with the corresponding Customer Pricing Group. If left blank, the default starting level will be the first pricing category level in the Inventory Pricing Rule. Enter a '2' to apply the price rule only if a level has been preset.	
4. Enter '1' to allow sales order detail records to be repriced repeatedly. If left blank, will only allow each detail line to be repriced once. **Note:** Please refer to the help instructions for more detail on this processing option.	
PRINT OPTION:	
5. Enter '1' to print amounts in foreign currency or '2' to print in both foreign and domestic currency. If left blank, will print in domestic currency only.	

68.4 Base Price Report (P41830)

Processing Option	Processing Options Requiring Further Description
UPDATE OPTIONS:	

Processing Option	Processing Options Requiring Further Description
1. Enter a '1' to perform updates to the Base Price file.	
ADJUSTMENT OPTIONS: If either option 2 or 3 is left blank, no price adjustments will take place.	
2. Enter the base price adjustment type. 'A' - adjust price by amount '%' - adjust price by percentage '*' - adjust price to an override price	
3. Enter the amount used to add, multiply, or override the price. For 'A' (amount) adjustment: Enter 10 to increase price by 10 Enter -10 to decrease price by 10 For '%' (percentage) adjustment: Enter 10 to increase price by 10% Enter -10 to decrease price by 10% For '*' (price override) adjustment: Enter 10 to change price to 10	
PRICE ADDITIONS:	
4. Enter the effective date and the expiration date for the creation of new base price records. If left blank, the selected price records will be changed. **Note:** The effective date must be less than the expiration date. Effective From Date Effective Thru Date	

68.5 Update Sales Cost, Price, or Exchange Rate (P42950)

Processing Option	Processing Options Requiring Further Description
UPDATE OPTIONS:	
1. Enter '1' to update Sales Order with the most current unit cost. If left blank, will not update cost.	
2. Enter '1' to update the currency exchange rate. Please note that only the domestic amounts will be re-calculated, the foreign amounts will remain the same. If left blank the currency exchange rate will remain the same.	
3. Enter '1' to update the inter-company currency exchange rate. Foreign amounts will not be re-calculated. If left blank, will not update the inter-company exchange rate.	
UPDATE PRICE OPTIONS:	

Processing Option	Processing Options Requiring Further Description
4. Enter '1' to recalculate the unit price of the sales order. If left blank, the unit price will remain the same.	
5. Enter '1' to recalculate the Transfer Price for inter-branch sales. The pricing method specified when the order was entered will be used.	
6. Specify the date on which all base price and advanced price adjustment recalculations will be based: ' ' - Transaction/Order Date '1' - Requested Ship Date '2' - Promised Ship Date '3' - Original Promised Date '4' - Actual Ship Date '5' - System Date '6' - Invoice Date '*' - Use System Constants value 'P' - Use Based-on Date Preference **NOTE:** Processing options 7 thru 9 are supported only by the Advanced Price Adjustment Module (45).	
7. Enter the Line Type of the new sales detail line item. This line item will contain the difference between the old sales price and the newly recalculated price. If left blank, will update the new price directly to the item. This must be a non-inventory Line Type.	
8. If you have specified in the last processing option to create a sales detail record to record the price difference, enter the override next status of the detail line. If left blank, will use the original detail line's next status.	
9. Enter '1' to base recalculation on the original order quantity. If left blank, the system will recalculate based on the current quantities of the order.	
TRANSFER ORDERS:	
10. Enter '1' to update sales prices on transfer orders when price is derived from cost or cost plus markup, and cost is updated per processing option 1. If left blank, the sales price will not be updated.	
11. Enter '1' to update purchase order costs for transfer orders when sales price is updated via processing options 1 or 4. If left blank, the purchase order cost will not be updated.	

68.6 Sales Price Level Conversion - Final (P41816)

Processing Option	Processing Options Requiring Further Description
PROCESS CONTROL:	

Processing Option	Processing Options Requiring Further Description
1. Enter the price level to update to.	
2. If updating to price level '1', enter the branch to default the price from. If updating from a price level '3', the price will default from the primary location.	
3. Enter a '1' to run in final mode and update files. If blank, no file updates will occur.	
4. Enter a '1' to print only exceptions on the edit report. A blank will print all items.	
5. Enter a '1' to delete expired records. If blank, expired records will not be deleted.	

69

Preferences Processing Options

This chapter contains the topic:

- Section 69.1, "Preference Batch Processing (P40840)."

69.1 Preference Batch Processing (P40840)

Processing Option	Processing Options Requiring Further Description
PROCESSING CONTROL:	
1. Enter a '1' to default preference profile values into sales detail lines for blank fields, or a '2' to override the value in the sales detail line for blank and non-blank fields. If left blank, the preference profile values will default into sales detail lines for blank fields.	Enter a '1' to default preference profile values into sales detail lines for blank fields. Enter a '2' to override the value in the sales detail line for blank and non-blank fields. If left blank, the preference profile values will default into sales detail lines for blank fields.
2. Enter the DREAM Writer version to call for preference profile processing (P40400). If left blank, ZJDE0001 will be used.	

70

Advanced and Technical Operations Processing Options

This chapter contains these topics:

- Section 70.1, "Batch File Purge (P00PURGE),"
- Section 70.2, "Purge Sales Order Header File (F4201) (P4201P),"
- Section 70.3, "Extended Text Line Deletion - F4314 (P4314P),"
- Section 70.4, "Purge Details to History (P42996),"
- Section 70.5, "Start/Stop Subsystem (P40420)."

70.1 Batch File Purge (P00PURGE)

Processing Option	Processing Options Requiring Further Description
SAVE PURGED RECORDS:	
1. Enter a '1' to save the purged records to a special purge library. (Default of blanks will NOT save any purged records.)	
REORGANIZE FILE:	
2. Enter a '1' to reorganize the purged file. (Default of blanks will NOT reorganize the file.)	

70.2 Purge Sales Order Header File (F4201) (P4201P)

Processing Option	Processing Options Requiring Further Description
PURGE OPTIONS:	
1. Enter a '1' to save purged records to a special purge library. If left blank, will not save any purged records.	**Note:** Detail records (F4211) should be purged prior to header records.
2. Enter a '1' to reorganize the purged file. If left blank, will not reorganize.	
3. Enter a '1' to purge header records to the Sales Header History File (F42019).	**Note:** Detail records (F42119) should be purged prior to header records.

70.3 Extended Text Line Deletion - F4314 (P4314P)

Processing Option	Processing Options Requiring Further Description
1. Enter a '1' to save the purged records to a special purge library. (Default of blanks will NOT save any purged records.)	
2. Enter a '1' to reorganize the purged file. (Default of blanks will NOT reorganize the file.)	

70.4 Purge Details to History (P42996)

Processing Option	Processing Options Requiring Further Description
UPDATE OPTION:	
1. Enter '1' to purge detail records (F4211) to history only if ALL of the detail lines of an order have been closed. If left blank, all DREAM Writer selected records at a status of "999" will be purged.	
2. Enter '1' to purge all associated pricing history (F4074). If left blank, pricing history will remain in file.	
3. Enter a '1' to purge detail tag records (F49211) to history only if ALL of the detail tag lines of an order have been closed. If left blank all DREAM Writer selected records at a status of "999" will be purged.	

70.5 Start/Stop Subsystem (P40420)

Processing Option	Processing Options Requiring Further Description
SUBSYSTEM MODE:	
1. Enter one of the following: '1' - to Start the Job/Subsystem '2' - to Stop the Job '3' - Stop all Jobs and Terminate the Subsystem	

71

System Setup Processing Options

This chapter contains these topics:

- Section 71.1, "Order/Supplier Template Revisions (P4015),"
- Section 71.2, "Customer Template Rebuild (P42815)."

71.1 Order/Supplier Template Revisions (P4015)

Processing Option	Processing Options Requiring Further Description
PROCESSING CONTROL:	
1. Select the format for order template processing. If left blank, '1' will be used: 1 = Sold-to Number (Sales) 2 = Ship-to Number (Sales) 3 = Supplier Number (Purchasing) 4 = User Number (Purchasing)	
DREAM WRITER VERSIONS: Enter the version of each program: If left blank, ZJDE0001 will be used.	
2. Customer Service Inquiry (P42045)	
3. Open Purchase Orders (P430301)	

71.2 Customer Template Rebuild (P42815)

Processing Option	Processing Options Requiring Further Description
PROCESSING CONTROL:	
1. Enter the Order Template Type to be created.	Enter the name of the template, which you must set up in UDC 40/OT prior to having the program create the template.
2. Enter how the order template lines should be sequenced. If left blank, '1' will be used: 1 = DREAM Writer Data Sequencing 2 = Most frequently ordered	

Processing Option	Processing Options Requiring Further Description
3. Enter the maximum number of lines to be included on the template. If left blank, all items will be included.	
4. Enter the minimum times an item must be ordered to be included on the template. If left blank, all items will be included.	
5. Enter the effective dates to be used on the order template lines. Effective From Date Effective Thru Date	

72

Z File Processing Options

This chapter includes the following topics:

- Section 72.1, "Billing Instructions Rev. Pg 1 - Z-File (P4206Z)"
- Section 72.2, "Billing Instructions Rev. Pg 2 - Z-File (P42061Z)"
- Section 72.3, "Billing Instructions Rev CO/BU Z-File (P42063Z)"
- Section 72.4, "Billing Instructions Rev for CO/BU Defaults Z-File (P420631Z)"

72.1 Billing Instructions Rev. Pg 1 - Z-File (P4206Z)

Processing Option	Processing Options Requiring Further Description
ERROR REPORTING:	
1. Enter '1' to skip printing the error report. If left blanks, the report will print.	
2. Enter the version to be used to call the error report program (P41ZERR). If left blank, XJDE0001 will be used	

72.2 Billing Instructions Rev. Pg 2 - Z-File (P42061Z)

Processing Option	Processing Options Requiring Further Description
ERROR REPORTING:	
1. Enter '1' to skip printing the error report. If left blanks, the report will print.	
2. Enter the version to be used to call the error report program (P41ZERR). If left blank, XJDE0001 will be used	

72.3 Billing Instructions Rev CO/BU Z-File (P42063Z)

Processing Option	Processing Options Requiring Further Description
ERROR REPORTING:	
1. Enter '1' to skip printing the error report. If left blanks, the report will print.	

Processing Option	Processing Options Requiring Further Description
2. Enter the version to be used to call the error report program (P41ZERR). If left blank, XJDE0001 will be used	

72.4 Billing Instructions Rev for CO/BU Defaults Z-File (P420631Z)

Processing Option	Processing Options Requiring Further Description
ERROR REPORTING:	
1. Enter '1' to skip printing the error report. If left blanks, the report will print.	
2. Enter the version to be used to call the error report program (P41ZERR). If left blank, XJDE0001 will be used	

A

Update Customer Sales

This appendix contains these topics:

- Section A.1, "System Interfaces and File Updates,"
- Section A.2, "Processing Order,"
- Section A.3, "Tax AAIs,"
- Section A.4, "Bypassing Updating A/R,"
- Section A.5, "Different Types of Batches Created by Sales Update,"
- Section A.6, "Running Sales Update in Summary vs. Detail,"
- Section A.7, "Running Sales Update in Proof vs. Final Mode,"
- Section A.8, "Updates to Quantity On-Hand and the Cardex,"
- Section A.9, "Versions of Sales Update,"
- Section A.10, "Purging Records by Running Sales Update,"
- Section A.11, "Can Sales Update be re-run?"

This section offers a more in-depth technical description of the processes that take place during the Update Customer Sales program (Sales Update).

A.1 System Interfaces and File Updates

This sections describes system interfaces and file updates.

A.1.1 Accounts Receivable and General Accounting (F0311/F0911)

The Sales Order Invoice is a detailed list of all of the items that were sold to a customer. The Accounts Receivable Invoice is a record of the sales orders that relate to a customer. The accounts receivable entries may be created as either summarized or detailed. If the entry is detailed, then a one for one relationship exists between the lines on the invoice and the pay items in the accounts receivable file. If the information is summarized, then one line is created for each line type/due date combination.

General Ledger entries are created for the relief of inventory, cost of goods sold, and revenue. Additional entries may also be created for freight, handling, etc. Either the Branch/Plant constants setup or the Order Line Type setting for GL Interface determines whether or not a line interfaces with the General Ledger.

In the world of accounting, all entries need to be balanced. The entries that are created by Sales Update are not balanced when the accounts receivable interface is active. To create a balanced entry, an entry to the general ledger Accounts Receivable Trade

account needs to be created. If the Accounts Receivable processing option (14) is blank (update) and the Order Line type has the A/R Interface set to Y, then an Accounts Receivable trade entry is created by the Post General Ledger program (P09870) using the Accounts Receivable 'RC' AAI which ties it to the Customer Master G/L Class Code. If the A/R interface is turned off (processing option 14 set to '1'), and the Order Line type has A/R Interface set to Y, then the accounts receivable trade entry is created by the Sales Update program and it uses the distribution AAI '4245'.

For further details see Section A.4, "Bypassing Updating A/R" in this appendix.

A.1.2 Inventory (F41021/F4111)

You can relieve on-hand inventory in the Item Location File (F41021) at either Ship Confirmation or Sales Update.

When relieving inventory at Ship Confirmation, a record is written to the Cardex (F4111) with the sales order document type and number but with no G/L date. Then the on-hand quantity in the Item Location File is updated. At sales update, the sales order document number and type are replaced by the invoice document number and type, and the G/L date assigned during sales update is populated. In order for the system to relieve inventory at Ship Confirmation, the document type has to be included in UDC table 40/IU.

When on-hand inventory is relieved at Sales Update, the Cardex is updated only once. The invoice number and type is written to the Document Number and Type fields on the Cardex and the sales order number is displayed in the Document Number field of the Item Ledger Information video (V4111W). The entry is created using the invoice type and number and includes the G/L date assigned the document during sales update.

A.1.3 Sales History (F4229/F4115)

The system stores historical data in two files, the Item History file (F4115) and the Sales Summary History file (F4229). Processing options in Sales Update determine whether or not they are updated. Information from these files is available in report or video format. Since both the report and the video are based on the comparison of a years worth of data to determine a trend, at least one year worth of history relating to an item must be available.

Information from either file is available via the following:

- Sales Analysis Summary (P42611): The Item History file maintains information based on order type, line type, address book number, item number and business unit. This report compares sales, margin and percent information per item on a period to date and year to date basis.
- Buyers Information (V4115): The Detailed Sales History file maintains sales information by item number and business unit. The Buyers Information video compares last year's sales to this year's sales and displays some additional information from the Item Location file.
- You can also write reports using World Writer over the history files if you need additional information.

A.1.4 Commissions (F42005)

Information relating to commissions earned by sales people is written to the Commissions file only at Sales Update. This is due to the assumption that no commission is truly earned until the sale has completed its cycle. No Accounts Payable

or General Ledger records are created for the accrued commissions. These entries must be created manually. Information stored in the Commissions file can be accessed through the Commission/Royalty inquiry (V42120) or through a user defined report.

A.1.5 Sales Order Detail History (F42119)

This file contains a one for one record of all of the lines processed and purged from F4211 by Sales Update when running with processing option 16 set to blank. It also contains records created by the Purge Details to History program - P42996 (Option 18 from menu G42312). This file can be periodically saved to backup media in order to reclaim disk space.

A.1.6 Sales Order Header History (F42019)

This file contains a one for one record of each of the order headers (F4201) that have been archived by Sales Update or by using the standalone purge program - P42992. This file can also be periodically saved to backup media in order to reclaim disk space. Processing option 17 in Sales Update determines whether this file is populated.

A.1.7 Tax File (F0018)

Records are not written to the Tax File until the general ledger transactions (F0911) are posted to the Account Balance file (F0902). Any entries that would be created in the Tax File are printed on the Sales Update report (R42800) without specific general ledger account numbers. Processing option 9 on the Post General Ledger program (P09870) dictates if and how any tax entries will be written to the General Ledger.

A.1.8 Sales Order Detail File (F4211)

By default, Sales Update will advance each order line processed to a next status of 999. By entering an alternative next status code in processing option 6, the user may allow for another process to be inserted after Sales Update. Once this process has completed it will be necessary for the custom interface to set the next status to 999 in order to close out the order line.

In addition to the next and last status codes, Sales Update also updates the general ledger date, the invoice number, invoice type and date (only when the Invoice Print program wasn't previously run).

A.1.9 Associated Text (F4314)

Text lines associated with an order line will be purged if processing option 15 is set appropriately. There is no text history file to archive to.

A.1.10 Price Adjustments History (F4074)

This file maintains a record of pricing that applies to specific lines on an order. If processing option 18 is set, then the records from this file are purged. There is no related history file to archive to. These records are created from set up in the Advanced Pricing Module (System 45).

A.2 Processing Order

Sales update processes all selected F4211 records in two or three major cycles.

A.2.1 First Cycle

If processing option 22 is set, the Update Sales Order Cost/Price program (P42950) will run and process all F4211 records.

A.2.2 Second Cycle

After all records have been processed by P42950, Sales Update will create records in the following files (in the order listed) by completely processing one F4211 at a time:

Sequence	File	Description
1	F0311	Accounts Receivable Ledger file (dependent upon processing option 14)
2	F0911	Account Ledger file

Updating of the F0911 is dependent upon two flags which must both be set in order for records to be created at the time of Sales Update.

- The G/L interface flag in the order line type
- The interface with G/L flag in the Branch/Plant Constants (this flag impacts the entries for inventory and COGS only)

A.2.3 Third Cycle

After all of the F0311 and F0911 records have been created, Sales Update will update or create records in the following files (in the order listed) by processing one F4211 at a time:

Sequence	File	Description
1	F41021	Item Location file ■ Writing to the F41021 is dependent upon whether an item's on-hand quantity is decremented at Ship Confirmation or not.
2	F4111	Item Ledger file
3	F4115	Item History file (dependent upon processing option 14)
4	F4229	Sales Summary History file (dependent upon processing option 14)
5	F42005	Sales Commission file (dependent upon processing option 14)
6	F4314	Text file (dependent upon processing option 15) ■ Text entered at both the order header and detail level is purged.
7	F4211	Sales Order Detail file ■ Next status is advanced to 999 or whatever status is entered in processing option 6.
8	F42199	Sales Order Detail Ledger file ■ Writing to the F42199 is dependent upon whether the sales update step in the order activity rules is directed to write a record to this file.
9	F4074	Price Adjustment History file (dependent upon processing option 18)

Sequence	File	Description
10	F42119	Sales Order Detail History file (dependent upon processing option 16)
11	F42019	Sales Order Header History (dependent upon processing option 17) ■ All of the F4211 records associated with a F4201 record must be purged to the F42119 before F4201 records will purge to the F42019.

Note: Records are not created in the Sales Tax File F0018 until the batch from the Sales Update program is Posted. Processing option 4 behind the Post General Ledger program (P09870) determines if tax will be written to F0018, and if so, for which tax explanation codes. Valid values for the processing option are:

'1' = V.A.T. or Use Tax

'2' = For All Tax Amounts

'3' = For All Tax Explanation Codes

blank = No Update to the File

A.3 Tax AAIs

Like all other transactions, the tax amounts on a sales order have offsetting debits and credits. The amount of tax the client owes to the company and has yet to be collected is added into the Accounts Receivable Trade (F0311) records. The offsetting amount will be written to a liability account specified by the company. The company records the tax it is charging and expecting to collect from customers, so that it can later remit those dollars to a taxing authority. Two AAIs write the offsetting credit, tax liability. One is an accounts receivable AAI (RT) and the other is from Distribution/Manufacturing (4250):

If the tax is PST (Provincial Sales Tax) or VAT (Value Added Tax) the amount is calculated at the time of the Post General Ledger (P09870) where the program uses the RT AAI to write the journal entry. Otherwise the Sales Update will use the Distribution Manufacturing Tax Liability AAI 4250.

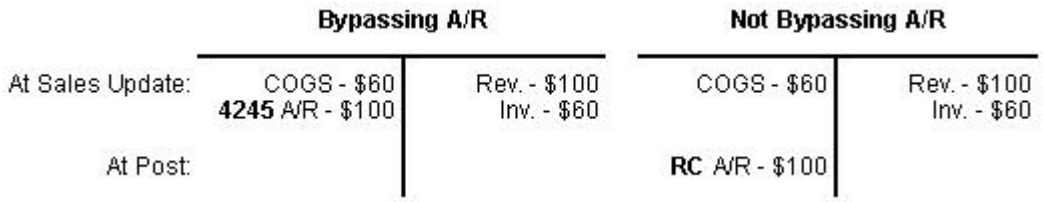
Note: Even if the RT AAI is not being used in a transaction, during Sales Update, it will be validated. If it is missing or the account is invalid, an error message will be generated.

A.4 Bypassing Updating A/R

You can bypass updating A/R by setting processing option 14 on Sales Update. The purpose is to restrict the system from creating F0311 records. F0911 records will still be created to make the journal entries balance.

The system uses the 4245 AAI for the A/R entry when bypassing A/R. The F0911 record will be created at the time of Sales Update. When not bypassing A/R, the system uses the RC AAI for the A/R entry. The F0911 record is not created until the sales update I-batch is posted.

Figure A–1 Bypassing A/R Update



You cannot bypass A/R by setting the A/R flag in the order line type to N. That tries to create a 3 way journal entry (JE) that will not post because it will be out of balance.

A.5 Different Types of Batches Created by Sales Update

Depending on processing option settings, Sales Update can produce four different batch types.

Running sales update in detail (not summarizing Inventory and COGS to separate batch):

- All entries appear in the I-batch.
- Cardex records have RI document type.

Running sales update summarizing Inventory and COGS to separate batches (Processing option 12 = 1):

- Sales entries appear in the I-batch.
- Inventory and COGS appear in the G-batch.
- Cardex entries have JE document type.

Running interbranch orders through sales update:

- All "regular" entries (sales, inventory, COGS, and tax) appear in the I-batch.

  If you are not creating A/R and A/P batches (processing option 26 is blank), interbranch settlement entries appear in the ST batch.
- If you are creating A/R and A/P batches (processing option 26 is 1) the system creates a V batch.

A.6 Running Sales Update in Summary vs. Detail

With processing options 10, 11, and 12 behind sales update, you can summarize Accounts Receivable entries, General Ledger entries, and/or summarize Inventory and COGS entries to a different batch.

A.6.1 Accounts Receivable Entries

This section describes accounts receivable entries.

A.6.1.1 Detail

Creates a separate F0311 record for each record in the F4211 with a particular invoice number. The pay item of the first record is 000, with each subsequent line's pay item being incremented by 001.

A.6.1.2 Summary

Summarizes F4211 records with a particular invoice number into one pay item within the F0311 by the following fields:

KCO - Document Key Company

DOC - Document Number

DCT - Document Type

CO - Company

TXA1 - Tax Area

EXR1 - Tax Explanation Code

PTC - Payment Terms

ITM - Item Number if the same is specified within the tax rate and area setup.

If the value for individual F4211 records in any of these eight fields is different, those records will not summarize.

- Tax Explanation Code and Tax Area

  Differences in these fields prohibit summarization because the system does not allow a pay item to have more than one Tax Explanation Code nor more than one Tax Area associated with an A/R pay item. The 'taxable' flag may also prohibit summarization in a particular case. If two lines share all seven fields, including the Tax Explanation Code and Tax Area, but one is taxable and the other is not, two different pay items are created on the A/R side if these lines are being taxed. In this case, the system creates two pay items, one with the full amount taxable and one that is not taxable.

- Tax Explanation Code and Tax Area and Vertex

  If you are using Vertex the Tax Area is a Vertex GeoCode. If you have TDM's set up, lines may not summarize even with the same GeoCode, because with TDM setup, there is the possibility of a different tax rate for each line.

- Payment Terms and Discount Due Date

  F4211 records with the same Payment Terms will not summarize if the calculated Due Dates or Discount Due Dates are different. For example, payment terms do not affect the due date of a credit line; credit lines have the order date as the due date. There is a processing option on the XT0311Z1 server that allows for the computation of due dates on credit lines. For another example, if the extended amount is so small that the calculated discount is less than zero, therefore not creating a discount amount, then the discount due date is the same as the due date for this F4211 record. The key used for summarization includes the discount and net due dates which are calculated based on payment terms. The program will fail to summarize lines if the system calculates different discount due dates, using discount days (DCD).

A.6.2 General Ledger Entries

A.6.2.1 Detail

Creates a separate F0911 record for each record in the F4211 with a particular invoice number.

A.6.2.2 Summary

Summarizes F4211 records with a particular invoice number into one F0911 entry by the following fields:

AID - Short Account ID

SBL - Subledger

SBLT - Subledger Type

A.6.3 Summarizing Inventory and COGS to a Separate Batch

If processing option 12 is set to summarize inventory and COGS, the sales and A/R entries will be in the I-batch and the inventory and COGS entries will be in the G-batch. The Cardex entry has a JE document type.

A.7 Running Sales Update in Proof vs. Final Mode

Processing option 13 controls whether sales update is run in proof or final mode.

A.7.1 Proof Mode

Use proof mode if you want to view what the journal entries will look like and to see what errors may occur. You generate both an Invoice Journal (P42800) and an Error Report (which may not be complete) and, if specified in the processing option, a Sales Journal (P42810). Proof mode does not perform updates to status codes or any files.

A.7.2 Final Mode

Run final mode and you generate an Invoice Journal (P42800), an Error Report (P42801), and a Sales Journal if selected in the processing option. Sales Update updates status codes and files and performs edits against the G/L functional server XT0911Z1 and the A/R functional server XT0311Z1 (checks for duplicate records, etc.).

A.8 Updates to Quantity On-Hand and the Cardex

You may decrement on-hand quantity for an item either at the time of Ship Confirmation (P4205) or at the time of Sales Update. The effect on the Cardex (F4111) differs depending on the method chosen.

A.8.1 Ship Confirmation

To relieve inventory at Ship Confirmation, set up the sales order document type in the 40/IU UDC table. A record with the order number and order document type will be written to the Cardex at the time of Shipment Confirmation. When Sales Update is run it will be overwritten by the invoice number and invoice document type and the G/L date will be populated.

A.8.2 Sales Update

Make certain the order document type is not in the UDC table 40/IU. Sales Update is hard-coded to decrement on-hand quantity if it is not done at Shipment Confirmation. A record is written to the Cardex at the time of Sales Update, with document type RI if the program has been set to not summarize inventory and COGS to a separate batch. If the option to summarize inventory and COGS to a separate batch has been selected the document type will be JE. The G/L date will also be populated. No Cardex records

will be written at the time of Ship Confirmation. Also, the invoice number is populated in F4211, but the invoice date is not.

A.9 Versions of Sales Update

There are two versions of Sales Update, one for sales orders that have been invoiced, and one for sales that have not. Each version can be run in either proof mode or final mode. It is very important that the correct version is used. There are two major differences between the versions, one is the data selection and the other is the data sequencing. Although users can and do change the data selection, changing the data sequencing is not advised for either of these Dream Writer versions.

A.9.1 Sales Update - (Proof or Final)

Use these versions when the sales order has been run through Invoice Print (P42565) and it contains a document number (DOC) and type (DCT) in F4211. The data selection for this version is based on Invoice NE *BLANKS. This means that the DREAM Writer will only process records in the Sales Order Detail file (F4211) that have a value in the invoice number field (SDDOC).

Sequencing must be:

001 - Document Number (DOC)

002 - Document Type (DCT)

003 - Document Company (KCO)

A.9.2 Sales Update - Assign Invoice No. - (Proof or Final)

Use these versions when the sales order has not been run through Invoice Print (P42565) and it does not contain a document number (DOC) and type (DCT) in F4211. You may select a next number bucket other than 01 for the invoice (processing option 20), and you may choose a document type other than RI. (processing option 21). The value must be set up in UDC 00/DI.

The Data Selection for this version is *ALL for all fields except Invoice Date. That field is NE* ZEROS. (Any item that is backordered and included on an invoice will have an invoice date associated with it but no invoice number - the invoice number is only assigned once the item is truly shipped and invoiced).

Sequencing must remain:

001 - Order Number (DOCO)

002 - Order Type (DCTO)

003 - Order Number Document Company (KCOO)

A.9.3 How Can I Tell If An Invoice Number Has Been Assigned

If you do not know if an invoice has been created, inquire on the order using On-line Invoice (menu G2112, option 3). If an invoice has been printed, the inquiry will return a value to the Invoice Number and Type fields. If no invoice number has been printed, those fields will remain blank.

Customer Service Inquiry (menu G42112, option 2) will also display the information. When the order appears in the detail portion of the screen, enter a '5' in the option field next to the line in question. This will display an 'Order Detail Information' screen. The

invoice number and type are located in the lower right hand portion of the screen in a field titled 'Invoice'.

A.10 Purging Records by Running Sales Update

When running Sales Update there is the option of purging records from various files. If the processing options are set correctly, and the data meets purge criteria, records in the following files will be purged:

- Price Adjustment History File (F4074)
- Sales Order Detail File (F4211)
- Sales Order Header File (F4201)
- Text Detail File (F4314)

The Sales Order Detail file records and the Sales Order Header file records will be written to the files F42119 and F42019 respectively. In A8.1, F42119 and F42019 exist, but they are not flexible files. Data in the Text Detail file and the Price Adjustment History file will be deleted and not archived.

If you have not set the options to purge during sales update and later want to purge records from one of the above files, purge programs can be executed on an as needed basis. The decision about when to purge can be based on multiple criteria such as how much storage space is available or what type of information need to be readily available.

Note: Even when the processing options are set correctly, records that have reached a status of 999 prior to running Sales Update will not be included in the programmatic purge. Examples of these records would be lines canceled during commitment processing, or ship confirmation. The reason for this is that the Sales Update program is coded to only purge records whose status is changed to 999 via P42800.

A.11 Can Sales Update be re-run?

Four of the most common reasons why a request would be made to re-run Sales Update are:

- The wrong G/L or Invoice Date was attached to the records
- Some records were not included in the update
- Data was erroneously purged and needs to be restored
- Records were not purged

A.11.1 Change G/L or Invoice Dates

You may have run the Sales Update program at the beginning of a new period (for example July 2) when you meant to book all of the transactions to the previous period (for example June 29). There is no programmatic way to reverse the results of Sales Update. The easiest method of recovery is to create a correcting journal entry that moves summary dollars from one period to another.

If you are determined to re-run the Sales Update, you will need to restore the files to the condition they were in prior to running Sales Update. For most clients, this means

restoring the most recent backup tape. All of the data entered prior to when the tape was created will be available. However, you will need to re-enter all of the data processed after the tape was created. This can include (but is not limited to) sales, purchasing, accounts payable, and general ledger information. This can involve a large amount of time.

You may want to know if you can inquire on the transactions that have been created and 'just' change the appropriate dates. Because the general ledger date is a key to the financials files, the programs will not allow the date to be changed. Even if the date could be changed, there are associated fields that do not display on-line. When these fields are not in sync, you will have problems processing transactions.

The invoice date is also a key to the accounts receivable file and it cannot be changed manually.

A.11.2 Records Not Included in Update

If records were not included in the running of the original update, create a version of the program that will select just the records in question. It is strongly advised that the program be run in proof mode to confirm the selection of the records. Once the proof is acceptable, run it in final mode.

A.11.3 Data Purged Erroneously

Processing options behind the Sales Update program dictate what information will be purged once a record has been successfully processed. Short of restoring all files to some point prior to running Sales Update and then completing the process again, there is no way to easily restore data.

A.11.4 Data Not Purged

If records were not purged due to the setup of the processing options, re-running the Sales Update is not the appropriate solution. Use the specific purge programs in the required order to remove data from the files in question. The P00PURGE program will take care of the Sales Order Detail file (F4211), Sales Order Detail History file (F42119) or Sales Order Ledger file (F42199). Additional purge programs exist for the Sales Order Header file (F4201), Sales Order Text Lines file (F4211), Extended Text file (F4314) and the Batch Order Files (F4001Z and F4011Z). There is also a program that will move the sales order detail to history (F4211 to F42119).

B

Import Mass Data into Sales Order

Several interactive programs can run in batch mode and accept data from a Z file, allowing you to process mass amounts of data from an outside source easily and efficiently using existing programs to validate the data.

You can process any number of records to add, change, or delete. You also have the advantage of:

- Data selection to limit the records you want to process.
- Processing options that allow you to choose the version of the interactive program to process the records.
- Error report printing.

Generally, the DREAM Writer program number corresponds to the screen and program number with a Z appended to the end. For example, P4206Z corresponds to the Billing Instructions Revisions - Page 1 program P4206.

See:

- Import Using Z File Processing in the *JD Edwards World Technical Tools Guide* for detailed information about Z file processing.
- Overview to Import/Export in the *JD Edwards World Technical Tools Guide* for information about importing data into the system.

The following table includes the Sales Order Management Z file processing programs.

Program	Program Name	Z File Program	Z File
P4206	Billing Instructions Revisions - Page 1	P4206Z	F4206Z
P42061	Billing Instructions Revisions - Page 2	P42061Z	F42061Z
P42063	Billing Instructions Revisions for CO/BU - Defaults	P42063Z	F42063Z
P420631	Billing Instructions for CO/BU - Page 2	P420631Z	F420631Z

Navigation

From Sales Order Management (G42), enter G4201Z

From Sales Z-File Processes (G4201Z), choose an option

Processing Options

See the appropriate set of Z file processing options in Chapter 72, "Z File Processing Options"

Data Selection

Do not change the existing data selection. The Processed Y/N field is set to NE Y. This prevents the program from processing records more than once.

You can add additional selections to limit the data.

Data Sequence

Do not change the data sequence.

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