

# **Order Window Offsets**

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The Order Offsets screen allows the maintenance of collection and delivery window offsets based on Location types 'from' and 'to'.

The screenshot shows the 'Order Window Offsets' window with a table of offsets. The table has columns for From Location, To Location, Target, Early Collection, Late Collection, Early Delivery, and Late Delivery. The data is as follows:

From Location	To Location	Target	Early Collection	Late Collection	Early Delivery	Late Delivery
BRANCH	BRANCH	Collection	0	60	0	540
BRANCH	BRANCH	Delivery	-540	0	-15	0
BRANCH	RDC	Collection	0	15	0	540
BRANCH	RDC	Delivery	-270	0	0	60
BRANCH	SUPPLI...	Collection	0	15	0	540
BRANCH	SUPPLI...	Delivery	-270	0	0	60
BRANCH	UNDEFI...	Collection	0	15	0	540
BRANCH	UNDEFI...	Delivery	-270	0	0	60
RDC	BRANCH	Collection	0	15	0	540
RDC	BRANCH	Delivery	-2880	0	-15	0
RDC	RDC	Collection	0	15	0	540
RDC	RDC	Delivery	-540	0	-15	0
RDC	SUPPLI...	Collection	0	15	0	540

At the bottom of the window are buttons for New, Delete, Save, and Close.

You can add a new entry using the **New** button - this will add a new row to the table, where you can select the values:

- From Location Type - select from a drop-down list of available location types.
- To Location Type - select from a drop-down list of available location types.
- Target - select from a drop-down list of available order types.
- Early Collection - an offset in minutes, positive or negative.
- Late Collection - an offset in minutes, positive or negative.
- Early Delivery - an offset in minutes, positive or negative.
- Late Delivery - an offset in minutes, positive or negative.

You can edit existing order offsets by selecting the line in the table and then editing.

You can **Save** after creating, or **Close** the screen without saving.

You can **Delete** existing order offsets by selecting the row in the table and then hitting the corresponding button.

