Order Entry - WMS

Contents

1 Order Entry - WMS

The WMS Order Entry page can be used to enter sales orders on the *Calidus* WMS system. The page will initially be displayed as follows:

1.1 Customer

If a default customer is set against the user/group, then it will initially be selected, otherwise the user can select (or change) the customer for the order:

1.1.1 Product

From this section, the user can enter the item details for the order.

The user can find stock by catalogue, product code or description. Once the stock is selected they can enter the quantities against the required stock lines:
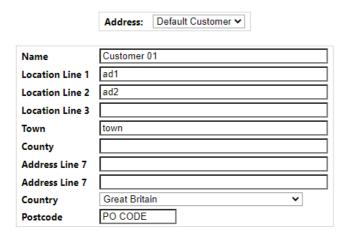

If a stock image is available, hovering over the Image will display a thumbnail. Clicking on the image will display the image in a new window.
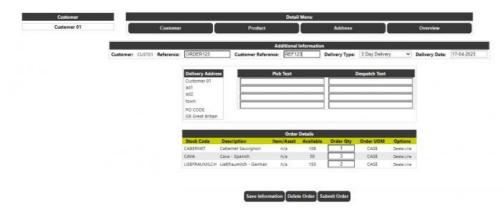
1.1.2 Address

The user can use the default address for the selected customer, their own default address as stored against the user or a new address which will be written onto the *Calidus* WMS free type address file.

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Address:	Default Customer ∨

Name	Customer 01
Location Line 1	ad1
Location Line 2	ad2
Location Line 3	
Town	town
County	
Address Line 7	
Address Line 7	
Country	Great Britain ∨
Postcode	PO CODE

1.1.3 Overview

The overview section is used to enter order references, order text/instructions, select a delivery type (or specify a date if available) and submit the order or delete/cancel the order:

Submitting the order will show the order summary/confirmation page detailing the generated order number on the *Calidus* WMS system:

Order Request Submitted
OBS Order number:
SPE00000000000001363

OK

Print Summary

The user (if configured) will also receive an email with the order details:

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Order Number	SPE / SPE00000000000001363
Created	2023-04-12 14:33:36.0 14:33
Created By	GR
Order Ref	r532452435
Customer Ref	c45235342
Customer	CUST01 - Customer 01
Delivery Date	17-04-2023
Status	Committed

ADDRESS
Customer 01
ad1
ad2
town
PO CODE
GB Great Britain

Stock Code	Description	Ordered Qty
CHIANTI	Chianti - Italian	1 / 0
MALBEC	Malbec - Argentina	1 / 0
SYRAH	Syrah - Chile	2 / 0

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