

ENQSOON01A Enquiry by Order Number

Aptean Ltd
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1 ENQSOON01A Enquiry by Order Number

The Enquiry by Order Number screen allows the user to search for all details relating to a specific customer order.

The following data must be entered in order to retrieve data from the screen:

Order Number - The customer order number.

Here you can view the following using the buttons provided after selecting an order on the results:

- **Instructions** - you will be taken to the Summary Instructions Enquiry screen ENQSOON02A. This shows all of the entered pick, Despatch and Carrier instructions against the order.

- **Order Details** - you will be taken to the Order Number Summary screen ENQSOON03A. This shows a summary of the order quantities and header information, plus the individual order detail lines for the order in the table below. This table can be scrolled horizontally to show more information.



ENQSOON01A Enquiry by Order Number

- **Addresses** - you will be taken to the Invoice/Delivery Address screen ENQCUAD01A. This will show the Invoice and Delivery addresses of the order.

Invoice/Delivery Address

Company: JP1 Department: 0000 10-JUN-2025 ENQCUAD01A, v4.9

Order Num:	ROB00000000000022860	Entry Date:	03-AUG-2022												
Customer:	SELFPRE001	001	Self Preservation Society												
Invoice Address:															
Delivery Address:	<table><tr><td>Name</td><td></td></tr><tr><td>Address Line 1</td><td></td></tr><tr><td>Address Line 2</td><td></td></tr><tr><td>Town</td><td></td></tr><tr><td>GB</td><td>Great Britain</td></tr><tr><td colspan="2">L1 1BY</td></tr></table>			Name		Address Line 1		Address Line 2		Town		GB	Great Britain	L1 1BY	
Name															
Address Line 1															
Address Line 2															
Town															
GB	Great Britain														
L1 1BY															

- **Despatches** - you will be taken to the Despatch Enquiry screen ENQSODS01B. This will show the despatch pallets built for the order.



- **Trader Details** - the screen will display the trader details.

You can also view the pack details of the selected order by clicking the *Pack Details* tab. If the order has been packed, the screen will display the pack numbers, box types and contents of each pack, including serial numbers if this is enabled.



From the Order Number Summary screen ENQSOON03A, you can also drill further into the order details with the following actions:

- **Order Enquiry** - you will be taken to the Order Number Enquiry screen ENQSOON01B. This screen displays all of the details of the pick pages of the order, showing the total quantities and attributes of each pick page.

- **Discrepancy Details** - the screen will display the Discrepancy Details Overlay screen ENQSOON03B. This screen displays any pick discrepancies against order lines on the order, with the quantity and reason code displayed.



