# **Pick List**

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### 1 Pick List

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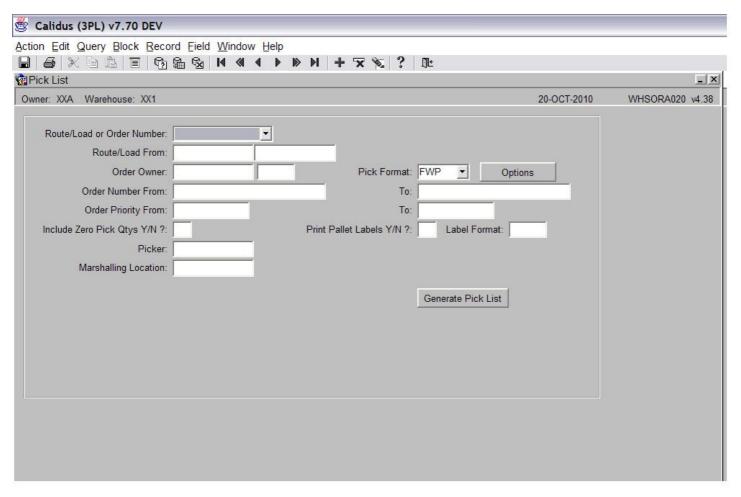
#### 1.1 Goods Out - Pick List

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The Pick List screen is used to generate picking lists.

The Pick List screen can be found in the Sales Allocation and Picking folder.

The following section covers how to create a pick list for single orders. <br/> <br/> th>

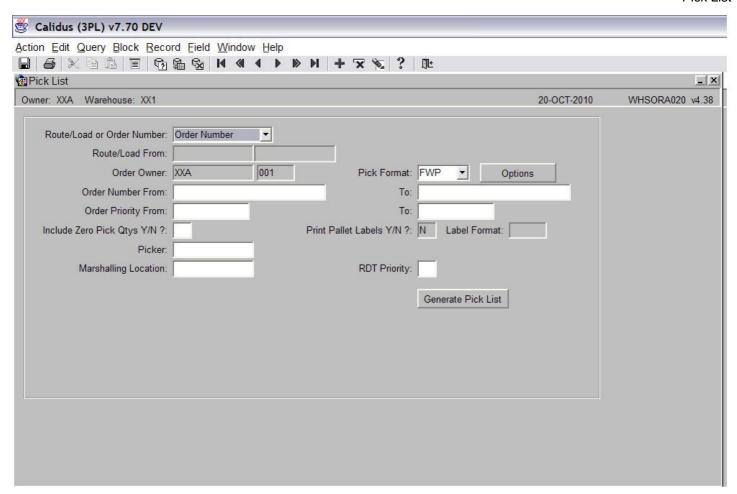


<br/>

Select Order Number from the ?Route/Load or Order Number? drop down box.

The ?Route/Load From? fields will now be greyed out. <br/> <br/>br\>

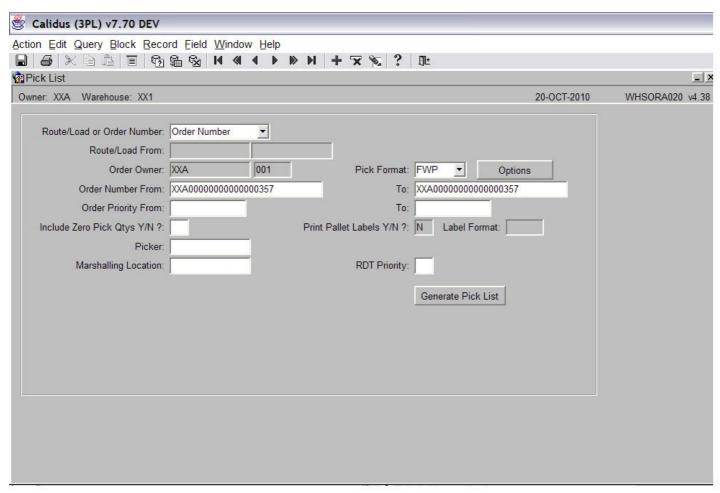




<br/>

Note: You can select the order by using the list of values icon. <br/> <br/> <br/>



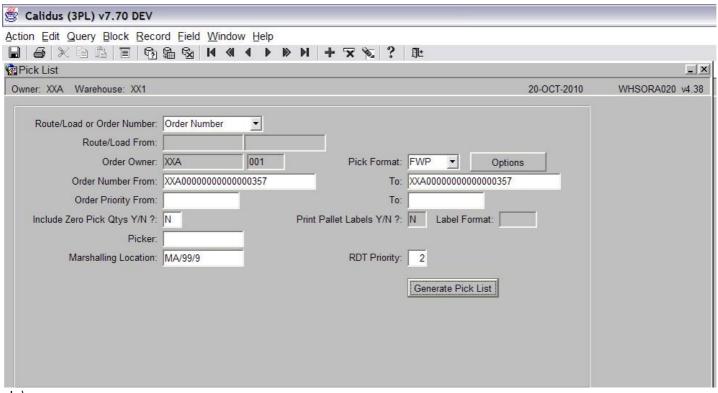


<br/>br\>

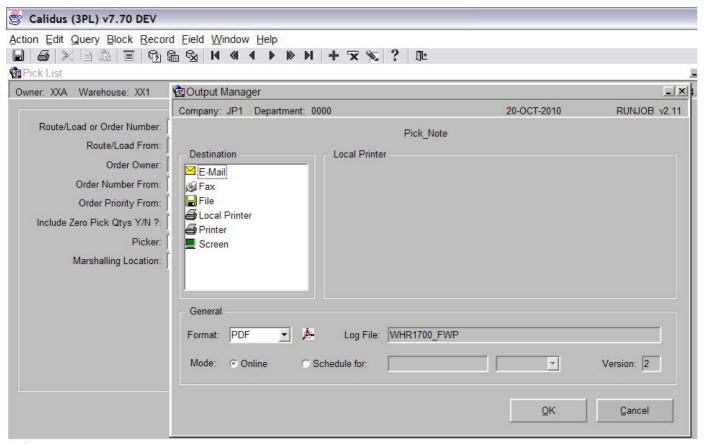
Tab through the rest of the fields until you reach Marshalling Location.

Enter the Marshalling location for the sales order. <br/> <br/>





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Click on ?Screen? and then press the ?OK? button. <br/> <br/>



WHR1700\_FW1 v4.26 Standard Pick List \*\* Reprint \*\* Pick Locations Page : 1 Owner :-Standard Client (3pl) 908 Winding Road Distribution Center :-Standard Warehouse 34 Long Lane J Blaggins 17 Long Road Pick List : 474 Short Town CH34 K93 High Town L45 C54 New Town Lancashire GFR 443 Pick Finish : \_/\_/\_ . Picker : Pick Start : \_\_/\_\_/\_ \_:\_ Haulier Marshalling Area : Order Type : Home (English) Owner Order Ref : SDS System Order No : XXA00000000000000357 Customer Ord Ref :

Special Instructions/Remarks:-

Ensure product is shrink wrapped

Location	Product Code Description	Customer Product Code	Replen Audit No	Sys/Owner Rotation	Sys/Owner Pallet ID	[2007] [100] H.	Qty Cases/Units	s	Volume
A1/43/1	001002 Shirt (blue)			456789 456789	1034	01-Jan-2015	10/	0	0.09 CBM
A1/50/1	001001 Shirt (red)			123456 123456	1033	01-Jan-2015	9/	0	0.08 CBM
A1/50/1	001001 Shirt (red)			564RT 564RT	1045	14-Jul-2012	1/	0	0.01 CBM
Page Total	,	<del></del>			<del></del>	20/ 0	0	(	0.18 CBM

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### **2 Document History**

Version	Date	Status	Reason	Initials
Version 1	10/11/2010	Released		LBW

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