

Inventory Management Tool User Guide

**Inventory Management
Tool 5.2
Rev 0**

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Table of Contents

Chapter 1 Introduction	5
Overview	5
Inventory Management Tool Highlights	6
Logging In	6
Logging Out	7
User Groups	7
Documentation Conventions	7
Text	7
Screen Captures	8
Acronyms and Abbreviations	8
Software License; Intellectual Property	9
Preamble	9
License Grant	9
Restrictions	9
Ownership of Media	10
QAD Tech Support	10
Revision History	11
Chapter 2 Using the Inventory Management Tool	12
Overview	12
IM Tool at a Glance	12
Customize DRP	15
RUN DRP	16
Run DRP in Level	19
Single Level	19
Multiple Level	20
Input Daily Detail	21

Input BOM Information23
View Daily Output26
View Action Message28
Input PO UOM30
PO Launcher32
Launch tab33
Schedule tab36
View tab38
Safety Stock39
Simulator39
Calculator41

Chapter 1 Introduction

This chapter includes:

Section 1: Overview	5
Section 2: User Groups	7
Section 3: Documentation Conventions	7
Section 4: Acronyms and Abbreviations	8
Section 5: Software License; Intellectual Property	9
Section 7: Revision History	11

Section 1: Overview

The Inventory Management (IM) Tool is an add-on application of the Demand Management Engine (DME). This guide will teach you how to use the Inventory Management Tool so you can manage your inventory efficiently to decrease unnecessary expenses and increase ROI. Below is a high-level depiction of QAD Demand Management.

1-1: Inventory Management Tool Highlights

- Maximizes your profitability margin by gauging inventory levels and expenses.
- Manages inventory to meet forecasted demands.
- Establishes safety stock levels to meet unexpected demands.
- Maintains service levels.


1-2: Logging In

You can access the IM Tool by logging into the DME application. You must have a DME username and password to use the IM Tool and do not need a separate username and password. Please contact your

System Administrator if you forgot or do not have a username and password.

You can change your password in the Base Unit when you log in.

Table 1-1: Default Username and Password

	
Username	fxadmin
Password	fxadmin

Note: *Usernames and passwords are case sensitive.*

1-3: Logging Out

If you would like to log out of the application, in the DME Viewer, click on File > Exit. Make sure you click Save to prevent losing any content you added.

Section 2: User Groups

User groups and privileges are dependent upon permissions granted by the System Administrator. The System Administrator configures the Inventory Management Tool for individual users or user groups. Please contact your System Administrator if you have questions about your user privileges.

Section 3: Documentation Conventions

3-1: Text

The following table lists text conventions in this user guide.

Table 1-2: Text Convention Descriptions

Convention	Description
Text represented as a screen display.	This typeface represents displays that appear on your terminal screen, for example: <code>lom></code>
Text represented as menu or sub-menu names.	This typeface represents all menu and sub-menu names within procedures, for example: On the File menu, click New .

3-2: Screen Captures

The example screens in this guide may not represent what you see on your monitor; use them only as guidelines.

Section 4: Acronyms and Abbreviations

Table 1-3: Acronyms and Abbreviations used in this Manual

Term	Definition
DME	Demand Management Engine
IM Tool	Inventory Management Tool
DRP	Demand Replenishment Planning
BOM	Bill of Materials
PO	Purchase Order
UOM	Unit of Measurement

Section 5: Software License; Intellectual Property

5-1: Preamble

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Section 7: Revision History

Rev	Date	Author	Reason For Changes
0	9/2006	HDB	Initial release for Inventory Management Tool 3.0

Chapter 2 Using the Inventory Management Tool

This chapter includes:

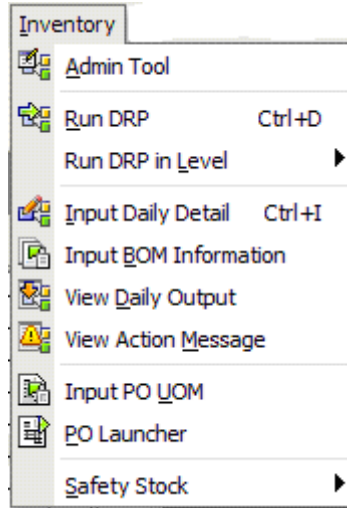
Section 1: Overview	12
Section 2: IM Tool at a Glance	12
Section 3: Customize DRP	15
Section 4: RUN DRP	16
Section 5: Run DRP in Level.	19
Section 6: Input Daily Detail	21
Section 7: Input BOM Information	23
Section 8: View Daily Output.	26
Section 9: View Action Message.	28
Section 10: Input PO UOM	30
Section 11: PO Launcher	32
Section 12: Safety Stock	39

Section 1: Overview

The Inventory Management Tool enables you to track your inventory based upon data and calculations that your System Administrator has configured. This chapter details the IM Tool's features and how to access them.

Section 2: IM Tool at a Glance

The depiction below details the features available in the IM Tool. You can use all the features listed except for Admin Tool and Safety Stock > Settings; these features are for System Administrators only.



The table below describes what each feature means. Each feature is discussed in more detail later in this chapter.


Table 2-1: Inventory Management Tool Features

Feature	Description
Admin Tool	Used to create and configure entities. Only the System Administrator has access to this feature.
Run DRP	Calculate recommended order based on inventory and other settings. Can be run on a series or scenario level.
Run DRP in Level	Calculate orders on a scenario level when there is a hierarchy applied to the scenario. It can be calculated in single or multiple levels. Single level runs on a specific level and pushes the results to a higher level. Multiple level runs the DRP from a lower level to the upper level and then uses that output as a base for another DRP analysis.
Input Daily Detail	Review manual input. Can be used for what if analysis.
Input BOM Information	Adds Bill of Materials information to calculate the DRP for components.

Table 2-1: Inventory Management Tool Features

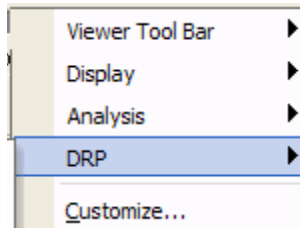
Feature	Description
View Daily DRP Output	View the Daily DRP Output.
View Action Message	View the DRP Action Messages.
Input PO UOM	Input Unit of Measurement information for Purchase Orders, particularly for the budget limit functionality.
PO Launcher	Use to view, schedule and release Purchase Orders.
Safety Stock	Provides data for safety stock levels and enables you to determine safety stock levels by simulating various criteria. The simulator provides detailed what if analyses. The calculator shows different safety stock levels in batch mode. Safety Stock settings are configured by the System Administrator only.

You can retrieve these features by either clicking on Inventory on the toolbar. Alternatively, you can customize your toolbar to display these features.

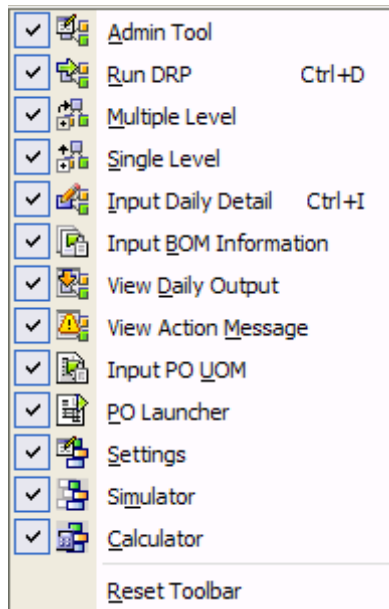
1. Click on the  icon at the top right of the Viewer window.
2. Select Add or Remove Buttons.



3. Hover your mouse over DRP.



The IM Tool features are listed.



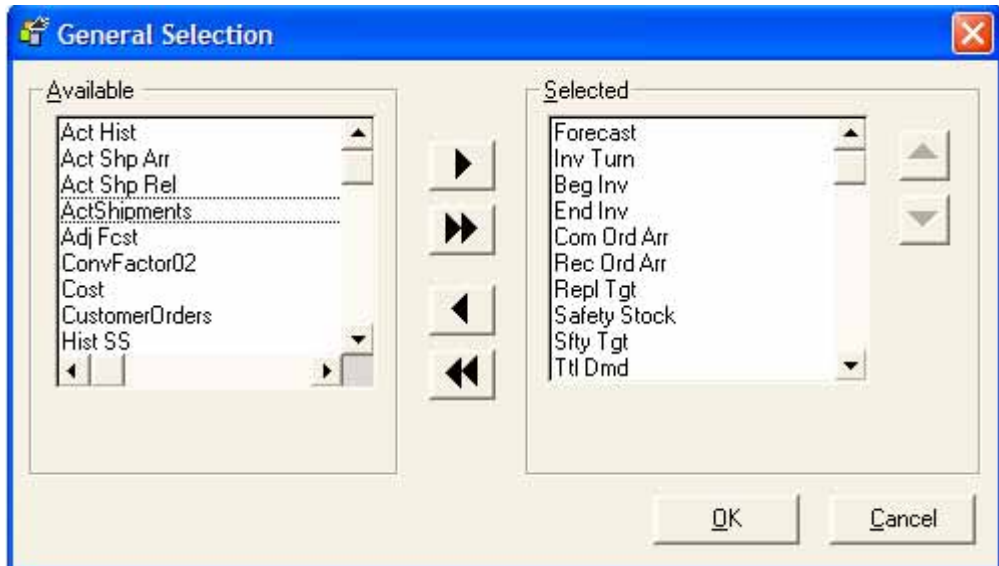
4. Select those you want on your toolbar. You can also click on Reset Toolbar to revert to the default settings.

Section 3: Customize DRP

You can customize the DRP to include specific fields when calculating data for a Scenario.

1. Log into the Viewer and open a Scenario.
2. Click on the Demand Data tab and right-click in the columned area.
3. Click on the Customize DRP window.

The General Selection window displays.



4. Select the fields from the Available list and click on the right arrow to move them to the Selected list. You can add multiple fields by pressing CTRL and the fields listed. You can also remove fields by clicking on the fields in the Selected list and clicking on the left arrow to put them in the Available list.
5. Click OK when finished.

The columns in Demand Data view are populated with the newly selected fields.

Section 4: RUN DRP

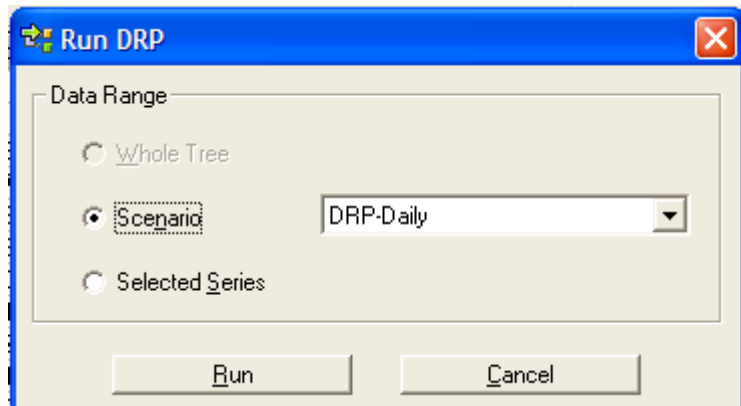
The table below describes what is needed to calculate the DRP.

Information	Description
Replenishment Type	Determines which type of calculation is used to calculate recommended order.

Information	Description
Demand Type	Determines which type of calculation is used to anticipate demand.
DRP Start Date	The first period on which DRP calculations will begin.
DRP End Date	The last period on which DRP calculations will execute.
Safety Stock	Determines which type of calculation is used to determine when stock needs to be replenished.

1. Go to Inventory > Run DRP.

The Run DRP window displays.



2. You can select to run the entire Scenario or a series. Click Run.

The results for a basic DRP calculation display.

The screenshot displays the Demand Management Engine (DME) interface for a scenario named 'DRP-Daily'. The main window shows a data table for 'Location 4' with the following columns: Description, Forecast, Inv Turn, Beg Inv, End Inv, Com Ord Arr, Rec Ord Arr, Repl Tgt, and Safety Stock. The data spans from 2007-04 to 2008-05. The Forecast column shows values ranging from 187.78 to 234.36. The Repl Tgt column is consistently 1.50, and the Safety Stock column is consistently 5. The interface also includes a left-hand navigation pane with options like 'View a Scenario', 'Base Unit', 'Allocator', 'Batch Scheduler', 'Planning Portal', and 'User Forum'. At the top, there are tabs for 'Graph View', 'Data View', 'Demand Data', and 'Series Information'. Below the table, there are controls for 'Date Range' (From: 2007-06, To: 2008-05) and 'Adjust' options (Forecast, By Percentage).

Description	Forecast	Inv Turn	Beg Inv	End Inv	Com Ord Arr	Rec Ord Arr	Repl Tgt	Safety Stock
2007-04	192.84		0	0	190.48	0	1.00	
2007-05	200.30		0	0	200.47	0	1.00	
2007-06	187.78	0.00	0	0	0.00	0	1.50	5
2007-07	183.82	49.58	101	0	0.00	0	1.50	5
2007-08	201.49	126.17	0	40	0.00	324	1.50	5
2007-09	211.77	26.13	40	152	0.00	324	1.50	5
2007-10	198.22	32.96	152	0	0.00	0	1.50	5
2007-11	193.90	59.75	0	84	0.00	324	1.50	5
2007-12	212.39	59.75	84	0	0.00	0	1.50	5
2008-01	223.07	0.00	0	0	0.00	324	1.50	5
2008-02	208.65	57.09	0	88	0.00	324	1.50	5
2008-03	203.97	57.09	88	0	0.00	0	1.50	5
2008-04	223.28	0.00	0	0	0.00	324	1.50	5
2008-05	234.36	67.59	0	74	0.00	324	1.50	5

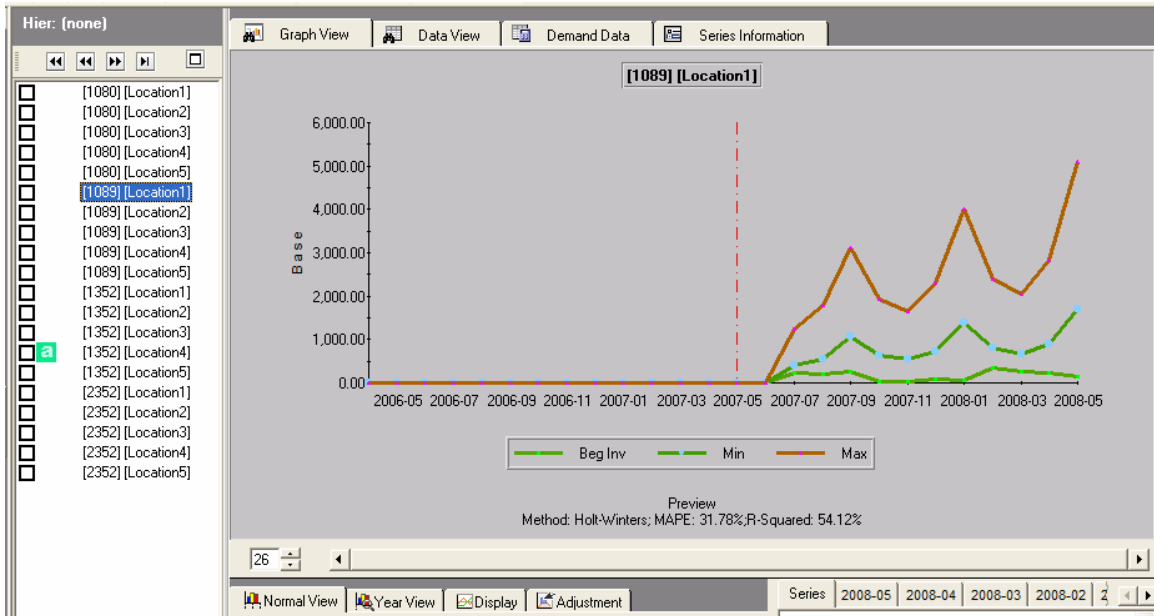
The Forecast value represents the demand, which, in the above example, is 188 units for the first period. The Beginning Inventory for the first period is the initial stock on hand. For subsequent periods, the stock on hand is the End Inventory from the previous period. The Ending Inventory is the Beginning Inventory minus the Demand plus the Recommended Order Arrival.

Since the Replenishment Target is only one and a half periods, the system will not recommend an order until one and a half months before the inventory will fall below the pre-assigned levels.

The Recommended Order Release occurs in August and the order arrives in September because there is a one month lead time for that

specific order. If another calculation were run with a two month lead time, the DRP would recommend the order in July rather than August.

The depiction below details the Graph View for min/max Replenishment Type.



Section 5: Run DRP in Level

You can run the DRP in two types of levels - single and multiple. If you have a hierarchy applied, you can use Location Routing Demands. Instead of using the forecast of the upper level of the hierarchy, you use the demands from the lower level. You use the recommended orders of the lower levels as demand to be filled in the upper level. In the multiple level, that demand is used as the base of the next level of calculation.

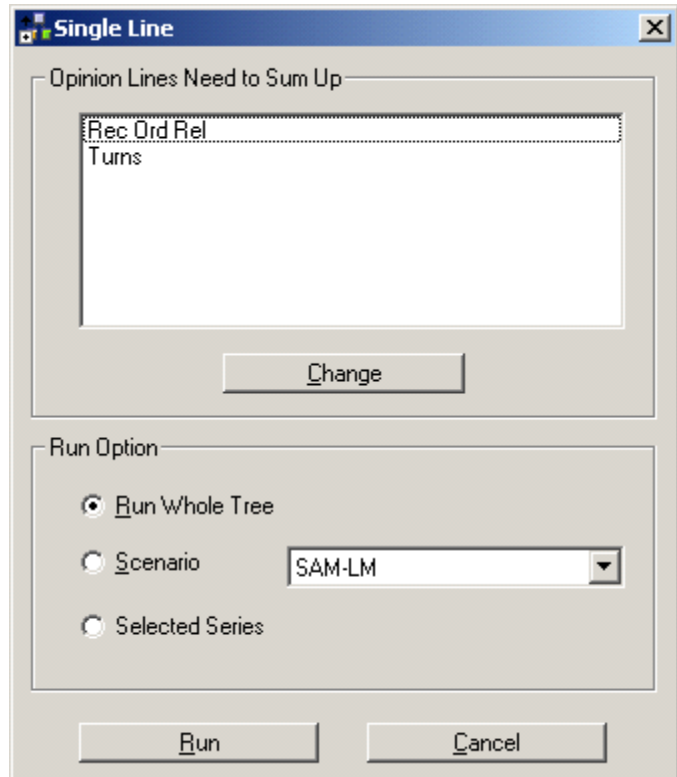
5-1: Single Level

You can set single levels in the DRP. Single Level enables you to sum up the Opinion Line, move it to the upper level and run the Recommended

Order Opinion Line. Rather than running the Location Routing Demand Opinion Line at multiple levels, you can run it once.

1. Go to Inventory > Run DRP in Level > Single Level.

The Single Line window displays.



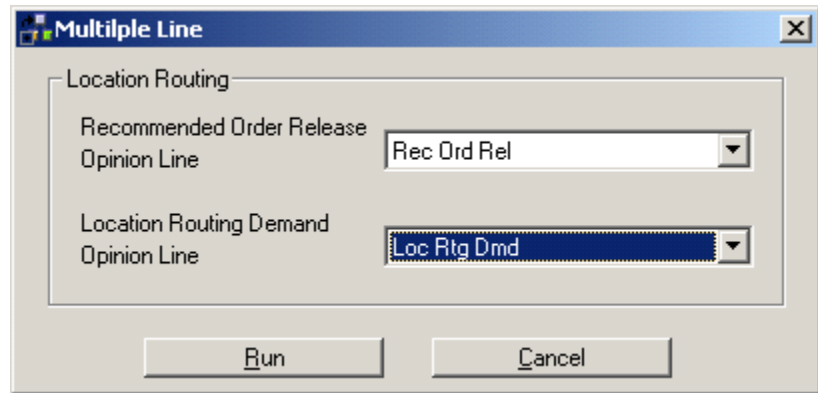
2. In the Opinion Lines Need to Sum Up area, you can change which Opinion Lines that will be summed up by clicking on Change.
3. In the Run Option area, select Run Whole Tree, Scenario (select the scenario from the drop down text box) or Selected Series.
4. Click Run.

5-2: Multiple Level

You can set multiple levels in the DRP.

1. Go to Inventory > Run DRP in Level > Multiple Level.

The Multiple Line window displays.



2. In the Recommended Order Release Opinion Line drop down box, select from the list where the Recommended Order Releases should be arriving from.
3. In the Location Routing Demand Opinion Line drop down box, select from the list where the Recommended Orders should be copied to in the upper level of the hierarchy. Your selection should be set up as the Dependent Demand for the DRP in the upper level.
4. Click Run.

Section 6: Input Daily Detail

The Input Daily Detail feature is used to input daily figures, view and review daily input, and as a 'what if' analysis.

You can calculate the Daily DRP Input within the DRP. To view the Daily Input in the DRP:

1. Go to Inventory > Input Daily Detail.

The Input Daily Detail Information window displays.



The screenshot shows the 'Input Daily Detail Information' window. It has a blue title bar and standard window controls. The window is divided into two tabs: 'Data Range' and 'Date Range'. The 'Data Range' tab is active, showing an 'Item Range' section with three radio buttons: 'Whole Tree', 'Scenario', and 'Selected Series'. The 'Scenario' radio button is selected, and a dropdown menu next to it shows 'DRP-Daily'. To the right of the 'Item Range' section is a 'DRP Entity' dropdown menu set to 'daily2'. A checkbox labeled 'Provide Drop Down for Input' is unchecked. Below the 'Item Range' section are three buttons: 'View', 'Save', and 'Cancel'. Below the buttons is a section titled 'DRP Input' with a toolbar containing two icons. A large empty area below the toolbar contains a grey header bar with the text 'Drag a column header here to group by that column.'

2. From the Date Range tab, in the Date Range area, provide the dates you want the DRP BOM Input to be calculated within.
3. Click Save to save your settings.
4. Click View.

The Daily DRP Input calculations display.

Note: *You can click on the columns' headings to arrange the calculations in decremental or incremental order.*

Note: *You can drag a heading to the grey area to display only that column. You can also add more columns to group the columns in hierarchical order.*

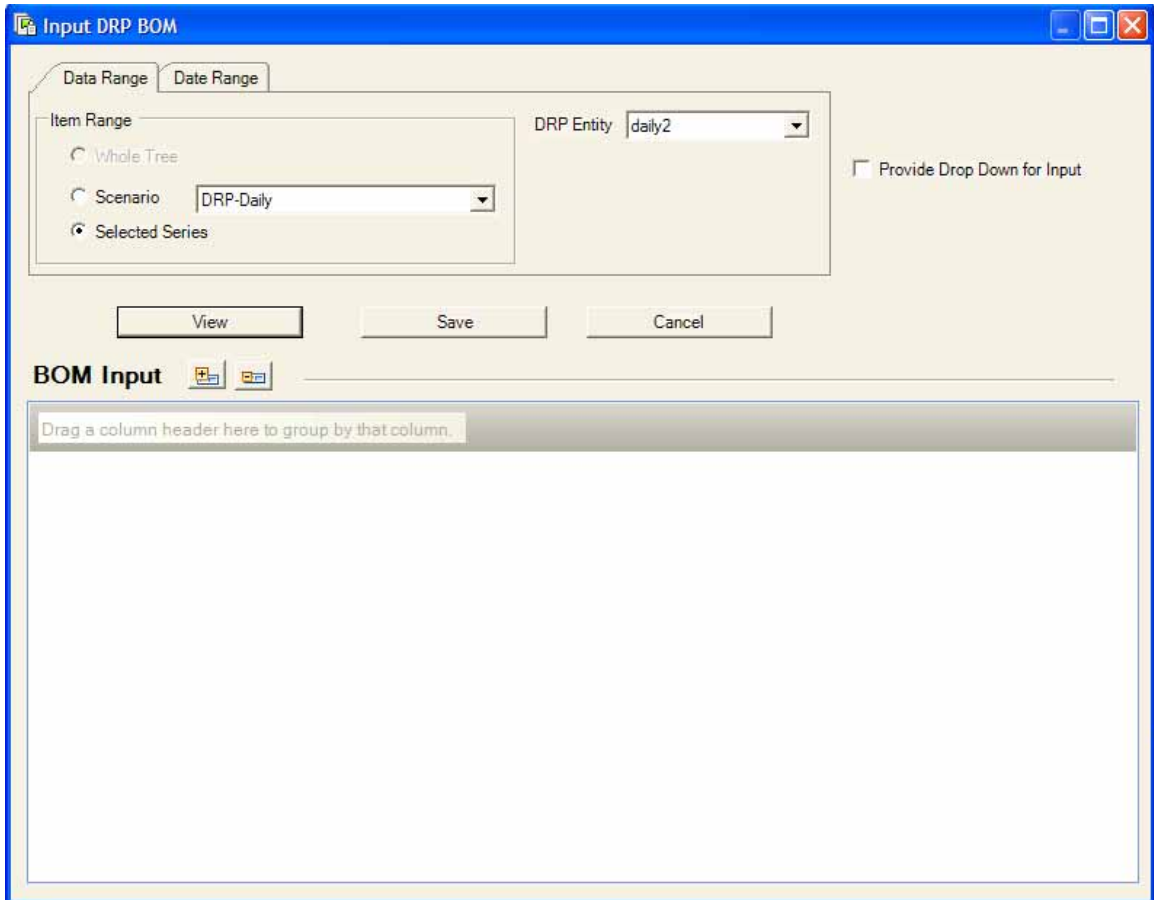
5. From the Date Range tab, in the Date Range area, provide the dates you want the DRP to be calculated within.
6. Click Save to save your settings or Cancel to close the Daily DRP Input window.
7. Click View.
8. To change the date range, hover your mouse over the date in the Date column and click on the arrow to change the date.
9. To add a row to the DRP Input calculations, click on the  icon.
To delete a row, click on the  icon.

Section 7: Input BOM Information

You can calculate the BOM information within the DRP. To access the Input BOM Information feature:

1. Go to Inventory > Input BOM Information.

The Input DRP BOM window displays.



2. From the Data Range tab, in the Item Range area, select if you want to calculate the entire Scenario or just the Selected Series.
3. Click Save to save your settings.
4. Click View.

The Input DRP BOM calculations display.



The screenshot shows the 'Input DRP BOM' window. At the top, there are tabs for 'Data Range' and 'Date Range'. Below these, the 'Item Range' section has three radio buttons: 'Whole Tree', 'Scenario', and 'Selected Series'. The 'Scenario' radio button is selected, and a dropdown menu next to it shows 'DRP-Daily'. To the right, the 'DRP Entity' dropdown menu shows 'daily2'. There is also a checkbox labeled 'Provide Drop Down for Input' which is unchecked. Below the configuration section are three buttons: 'View', 'Save', and 'Cancel'. The main area is titled 'BOM Input' and contains a table with the following data:

Item	Parent	Factor
[1080] [Location1]	[1080] [Location2]	4
[1080] [Location4]	[1080] [Location3]	2

The Item column lists the items (i.e., components, pieces) that make up the Parent. For example, an item could be a wheel for a bicycle (Parent). The Factor column lists how many items are needed for one Parent order.

Note: You can click on the columns' headings to arrange the calculations in decremental or incremental order.

Note: You can drag a heading to the grey area to display only that column. You can also add more columns to group the columns in hierarchal order.

5. From the Date Range tab, in the Date Range area, provide the dates you want the Input DRP BOM to be calculated within.
6. Check the Provide Drop Down for Input checkbox to list all linked fields (i.e., by Description or SKU numbers).
7. Click Save to save your settings or Cancel to close the Input DRP BOM window.
8. Click View.
9. To change the date range, hover your mouse over the date in the Date column and click on the arrow to change the date.
10. To add a row to the BOM Input calculations, click on the  icon.
To delete a row, click on the  icon.

Section 8: View Daily Output

The View Daily Output feature is used to view the Daily DRP Output. You must first run the DRP calculations. To view the Daily View in the DRP:

1. Go to Inventory > View Daily Output.

The View Daily Output window displays.

The screenshot shows the 'View Daily Output' window with the following configuration:

- Data Range:** Date Range
- Item Range:** Selected Series (radio button selected)
- Scenario:** DRP-Daily
- Inventory Entity:** daily2
- Only Show Non-Zero Value:** (checkbox unchecked)
- Arrival Committed Order:** (dropdown menu)

The 'View' button is highlighted, and the 'DRP Output' table is displayed below.

Item	Date	Recommended Order	Arrival Recommended Order	Total Demand	Beginning Inventory	Ending
[1089] [Location1]	07/01/2007			6		
[1089] [Location1]	07/02/2007			6		
[1089] [Location1]	07/03/2007			6		
[1089] [Location1]	07/04/2007			6		
[1089] [Location1]	07/05/2007			6		
[1089] [Location1]	07/06/2007			6		
[1089] [Location1]	07/07/2007			6		
[1089] [Location1]	07/08/2007			6		
[1089] [Location1]	07/09/2007			6		
[1089] [Location1]	07/10/2007			6		
[1089] [Location1]	07/11/2007			6		
[1089] [Location1]	07/12/2007			6		
[1089] [Location1]	07/13/2007			6		
[1089] [Location1]	07/14/2007			6		

Note: You must have Daily Output enabled to see Orders in the Daily View.

- From the Data Range tab, in the Item Range area, select if you want to calculate the entire Scenario or just the Selected Series.
- Check the Only Show Non-Zero Value if you want to view non-zero values only.
- Click View.

The DRP Output calculations display.

Note: *You can click on the columns' headings to arrange the calculations in decremental or incremental order.*

Note: *You can drag a heading to the grey area to display only that column. You can also add more columns to group the columns in hierarchal order.*

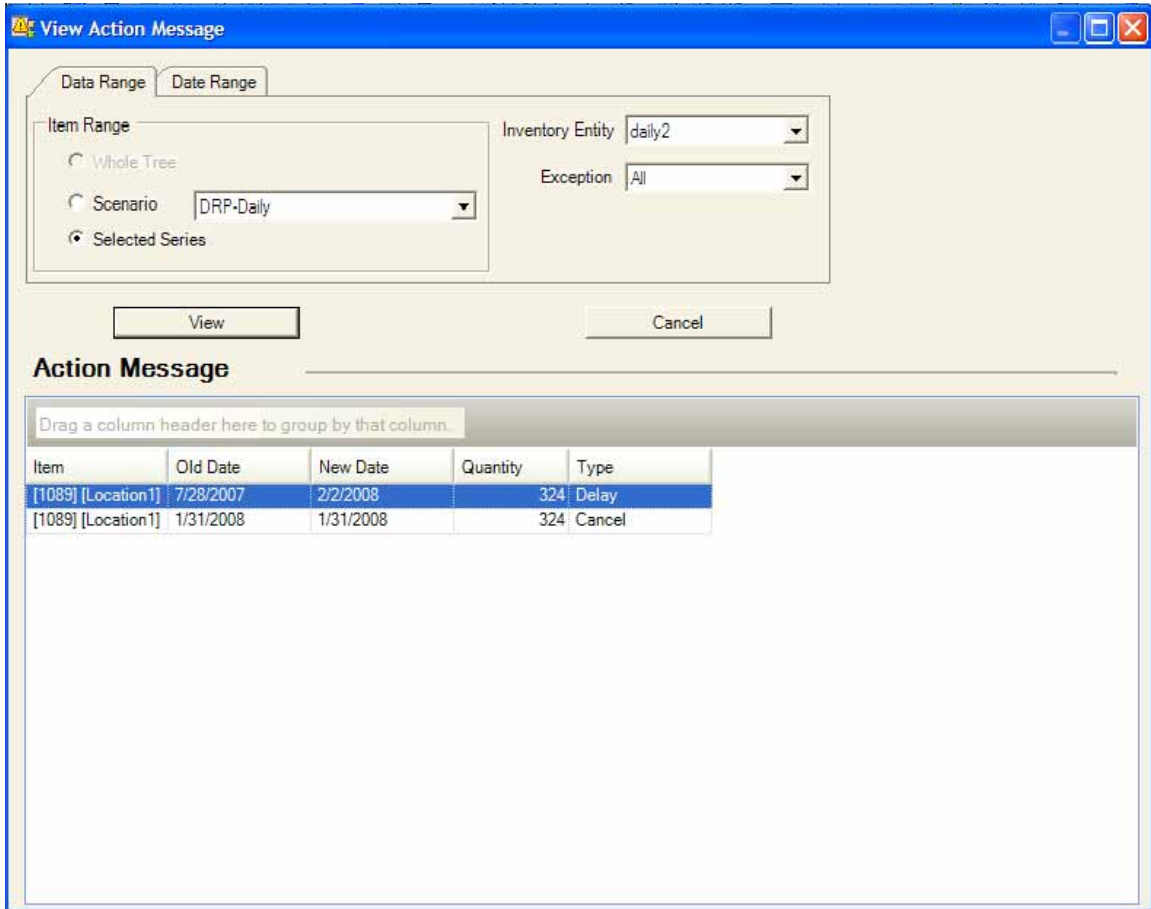
5. From the Date Range tab, in the Date Range area, provide the dates you want the DRP to calculated within.
6. Click View.
7. To change the date range, hover your mouse over the date in the Date column and click on the arrow to change the date.
8. Click Cancel to close the Daily View window.

Section 9: View Action Message

The Action Message View feature enables users to review the actions sent by the DRP. Thus, the user has the opportunity to address possible issues with orders before they become problems. It is also used to view the DRP Action Messages. You can calculate the DRP Action Messages within the DRP. To view the View Action Message in the DRP:

1. Go to Inventory > View Action Message.

The View Action Message window displays.



2. From the Data Range tab, in the Item Range area, select if you want to calculate the entire Scenario or just the Selected Series.
3. From the Exception drop down box, select which Action Message you want displayed. The table below details each exception.

Action Message Description	
All	Shows all Action Messages.
Delay	Shows Orders that the IM Tool calculates a recommended delay.

Action Message	Description
Expedite	Shows Orders that the IM Tool calculates a need to move forward.
Cancel	Shows orders that the IM Tool calculates a need to cancel.
Delay to Cancel	Shows orders that the IM Tool calculates a long delay and, therefore, may need to be cancelled.
Critical Understock	Shows orders that the IM Tool calculates that stock will be depleted before the end of the lead time for that product.
Understock	Shows orders that the IM Tool calculates that stock will be depleted at the end of the lead time for that product.

4. Click View.

The DRP Action Message calculations display.

Note: *You can click on the columns' headings to arrange the calculations in decremental or incremental order.*

Note: *You can drag a heading to the grey area to display only that column. You can also add more columns to group the columns in hierarchal order.*

5. From the Date Range tab, in the Date Range area, provide the dates you want the DRP to calculated within.
6. Click View.
7. Click Cancel to close the Daily Action Message window.

Section 10: Input PO UOM

The Input PO UOM feature is used to input Unit of Measurement information for Purchase Orders; this is particularly important for the

budget limit functionality. You can calculate the PO UOM Input within the DRP. To view the PO UOM Input in the DRP:

1. Go to Inventory > Input PO UOM.

The PO UOM constraints display.

The screenshot shows the 'Input PO UOM' dialog box with the following settings:

- Data Range** tab selected.
- Item Range**: Whole Tree, Scenario (DRP-Daily), Selected Series.
- Inventory Entity**: daily2
- Provide Drop Down for Input**:
- Buttons: View, Save, Cancel.

Below the dialog, the 'PO UOM' table displays the following data:



Item	TYPE	Less Than	UOM
1080	Cost	1,000	5
1080	Cost	2,000	4
1080	Size		10
1080	Cost		3

2. From the Data Range tab, in the Item Range area, select if you want to calculate the entire Scenario or just the Selected Series.
3. Click Save to save your settings.
4. Click View.

The PU UPOM calculations display.

Note: *You can click on the columns' headings to arrange the calculations in decremental or incremental order.*

Note: *You can drag a heading to the grey area to display only that column. You can also add more columns to group the columns in hierarchal order.*

5. From the Date Range tab, in the Date Range area, provide the dates you want the PO UOM to calculated within.
6. Click Save to save your settings or Cancel to close the PO UOM Input window.
7. Click View.
8. To change the date range, hover your mouse over the date in the Date column and click on the arrow to change the date.
9. To add a row to the PO UOM Input calculations, click on the  icon. To delete a row, click on the  icon.

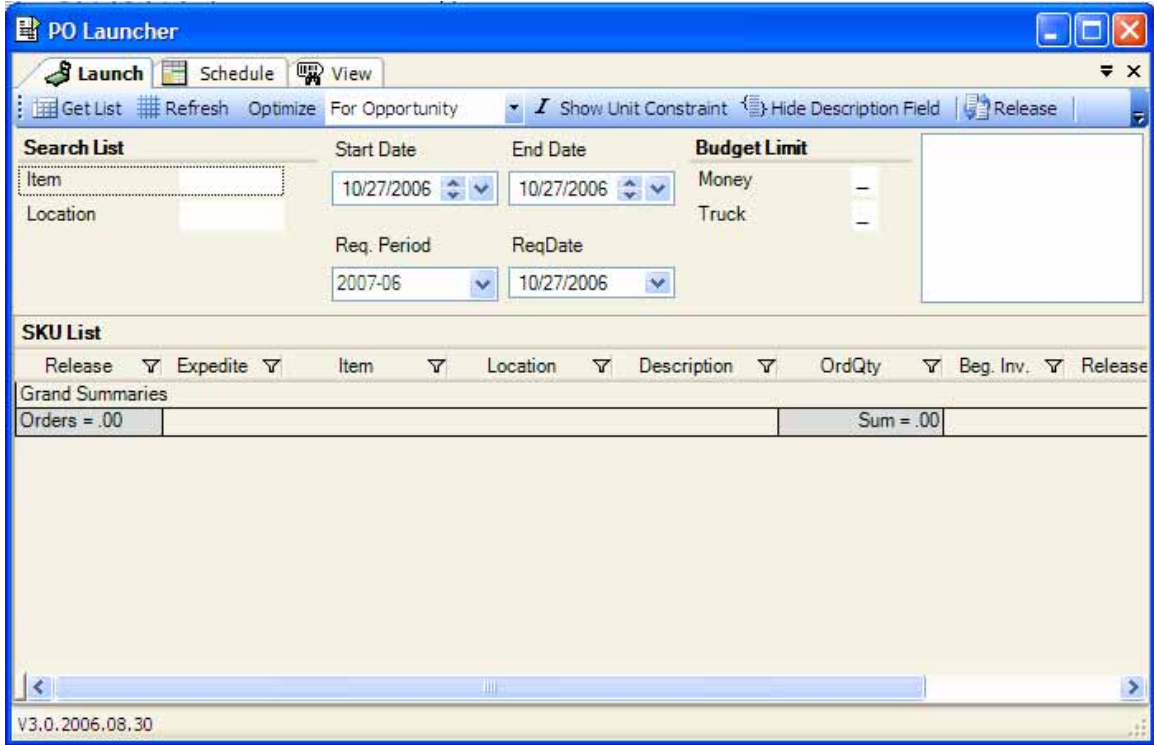
Section 11: PO Launcher

The PO Launcher feature is used to make Purchase Orders, schedule Purchase Orders, and view Purchase Orders that have been made.

To view the PO Launcher in the DRP:

1. Go to Inventory > PO Launcher.

The PO Launcher window displays with the Launch tab active.



11-1: Launch tab

To get all Recommended Orders from the DRP Output (i.e., View Daily Output). This tab is used to find and filter all the recommended orders generated by the DRP calculations or entered by the user in the Input Daily Detail.

The following table details the features from the Launch tab.

Feature	Description
Search List	Displays all the fields defined to filter items.

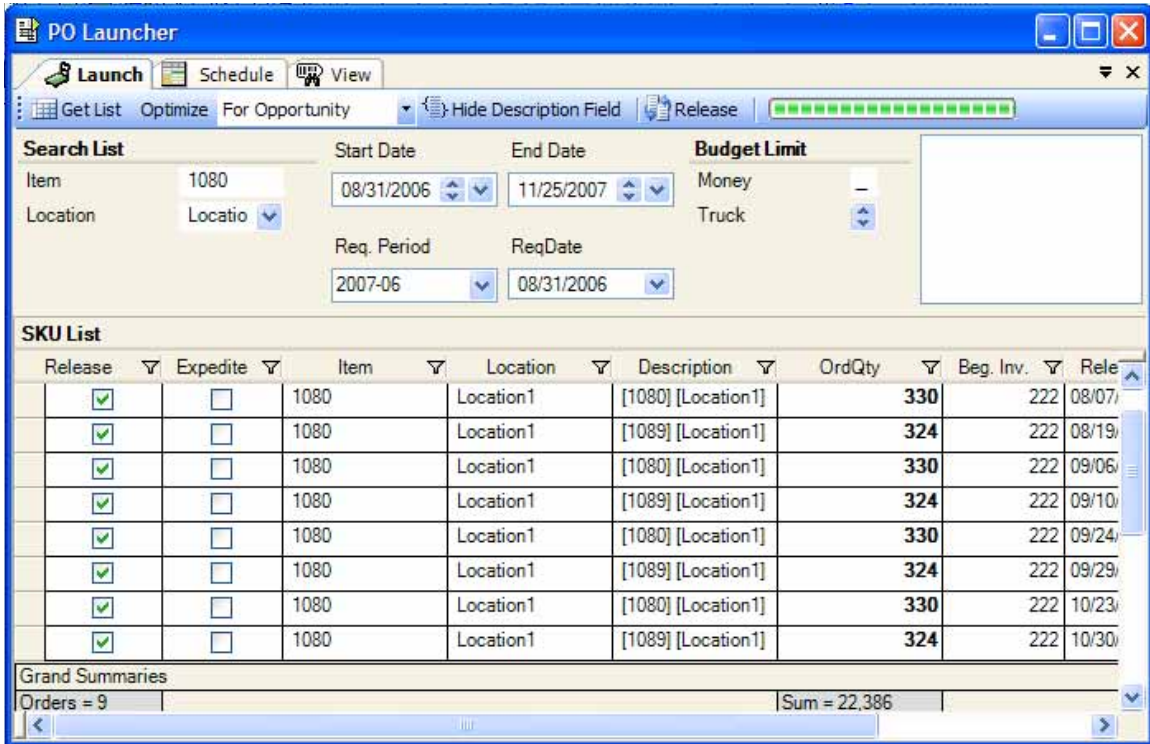
Feature	Description
Date Filters	Displays open Orders by date of recommended release. Only dates between the Start Date and End Date are displayed.
Budget Limit	Displays all the fields defined in the PO Budget tab.

1. In the Search List area, select the Item you are searching. If you configured the PO Launcher to search for SKUs, the list of SKUs available is listed.
2. Select the location of the items in the Location drop down.
3. Select the Start Date and End Dates for the searching criteria.

Alternatively, select the month and year in the Req. Period drop down or the specific date in the ReqDate drop down.

4. Click the  Get List icon.

The list of items search displays in the SKU List area.



The table below details the additional features/icons from the Launch tab.

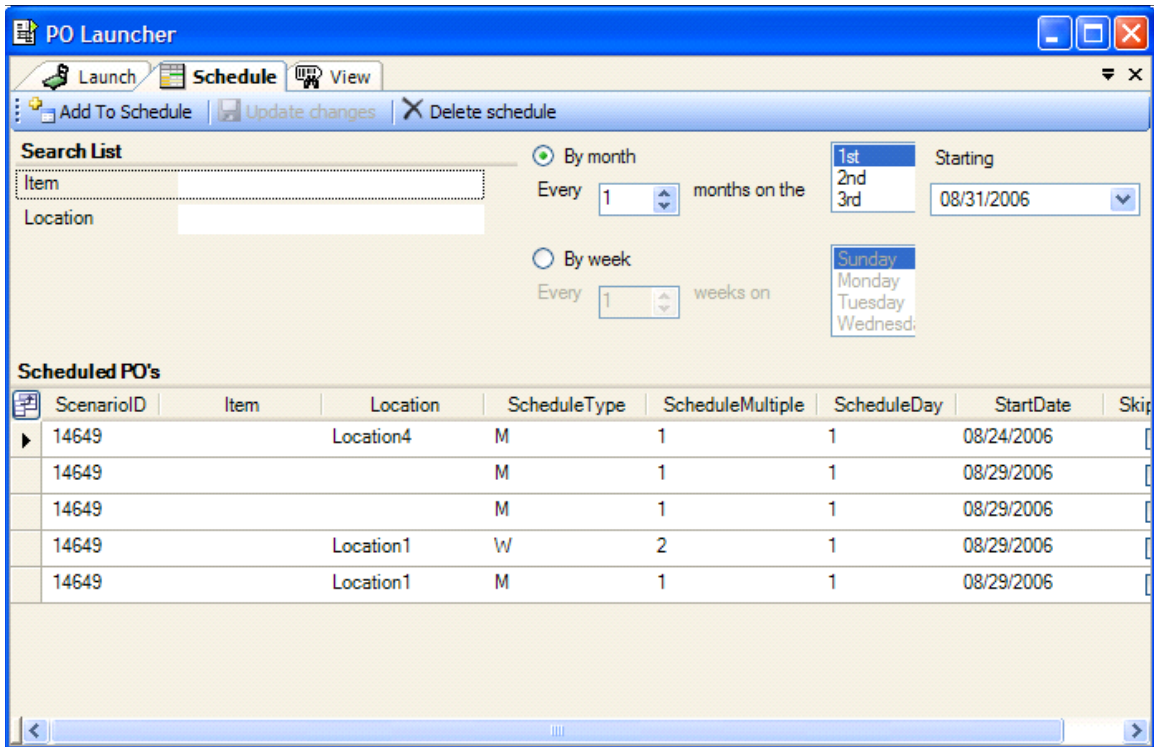
Feature	Description
Optimize	Relates to Budget Limit. You can choose Opportunity or Speed. <ul style="list-style-type: none"> Opportunity - Searches best deals for PO from all possible combinations. Speed - Quick search that stops once it finds the best deal from simple combinations.
Show/Hide Description Field	You can show or hide the Description column.

Feature	Description
Release	Releases the PO. The IM Tool recalculates the DRP and, thereafter, you can view your order in Committed Order Arrival (Com Ord Arr) and the View tab .
Budget Limit	You can narrow your search criteria based upon the configurations you created. The example above displays Money or Truck search criteria.
Show Unit Constraint	Used to ensure a PO does not exceed a pre-defined limit.
Refresh	Updates the calculations after changes have been made.

11-2: Schedule tab

The Schedule area in the PO Launcher is used to automate schedules for Purchase Orders.

The depiction below is the Schedule feature.




The list of Purchase Orders that are scheduled for release are listed.

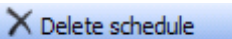
To add a PO to your schedule:

1. In the Search List area, select the Item you are searching. If you configured the PO Launcher to search for SKUs, the list of SKUs available is listed.
2. Select the location of the items in the Location drop down.
3. Select either a monthly or weekly search by clicking on the By Month or By Week criteria.

Thereafter, select which month you would like to search if you chose monthly or the day of the week if you chose weekly.

4. Click the  Add To Schedule icon.

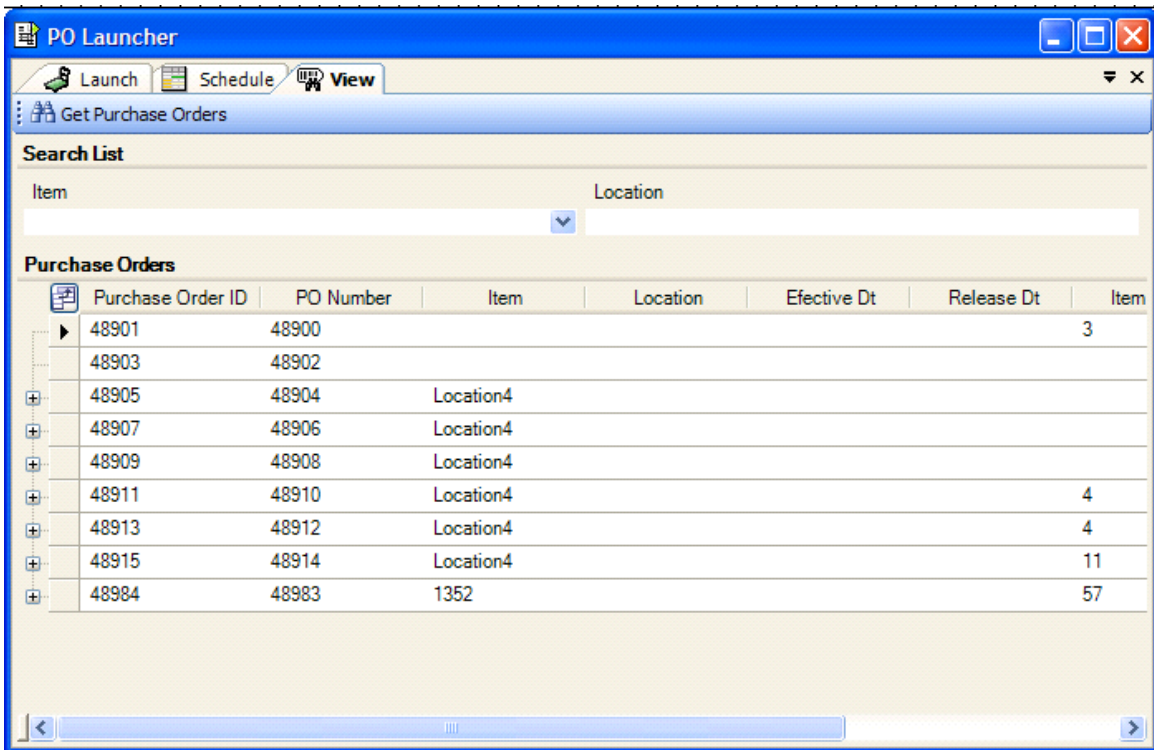
The newly created schedule is listed at the bottom of the list of schedules.

- 5. Alternatively, to delete a schedule from the list, highlight the PO in the Scheduled POs area and click on the  icon.

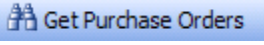
11-3: View tab

The View area of the PO Launcher is used to view Purchase Orders that have been released.

The depiction below is the View feature.



To view the Purchase Orders that have been made:

1. In the Search List area, select the Item you want to search for. If you configured the PO Launcher to search for SKUs, the list of SKUs available is listed.
2. Select the location of the items in the Location drop down.
3. Click on the  icon to list all the Purchase Orders.

The list of Purchase Orders refreshes and lists all the current Purchase Orders.

Section 12: Safety Stock

The IM Tool has a Safety Stock Simulator and a Safety Stock Calculator, which allow users to experiment with different levels of Safety Stock to determine both cost and service level of inventory.

12-1: Simulator

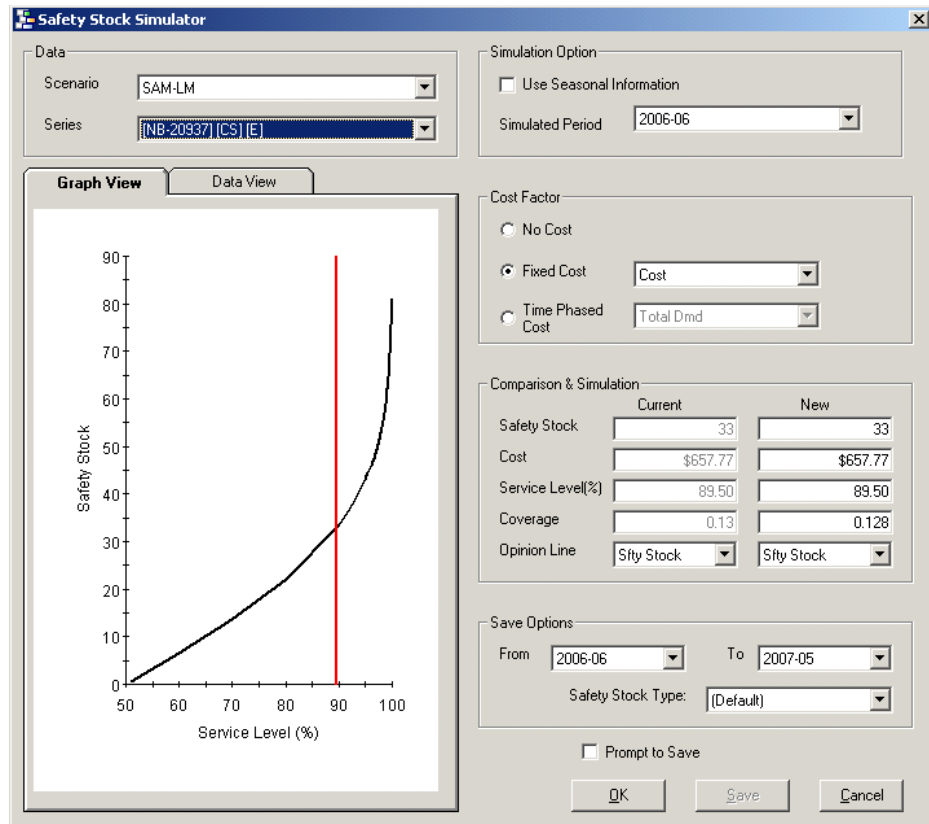
The Safety Stock Simulator provides a graphical representation of the Service Levels of Safety Stock quantities. It allows the user to determine the impact of different safety stock levels.

Note: *The Safety Stock Settings is for System Administrators only.*

To access the Safety Stock Simulator:

1. Go to Inventory > Safety Stock > Simulator.

The Safety Stock Simulator window displays.



You can vary the amount of Safety Stock, the Service Level or the Coverage Level and recalculate the Safety Stock for a given period. You can also enter a cost factor, enabling you to set no cost or fixed cost for a particular series attribute that you would like to use as a cost or time phase cost. If you have an Opinion Line that you would like to use as cost, the system multiplies the individual demands by that factor.

The IM Tool calculates the number of periods based on the demand for the simulated period. The window above shows a 89.50% Service Level, which means that there is a 89.5% chance of having enough inventory on hand to meet demand.

2. Click Save to save the Scenario. The Scenario is saved to the Opinion Line that you selected.

12-2: Calculator

The calculator allows you to view different Safety Stock levels in Batch Mode. To access the Safety Stock Calculator:

1. Go to Inventory > Safety Stock > Calculator.

The Safety Stock Calculator window displays.

Step 1: Select Data Range

Selected Series Scenario Whole Tree

Scenario: Show Data Reload from Database

Step 2: Safety Stock Type Options

Use Settings as Shown

All Series use "Statistics" Type

All Series use "Period Coverage" Type

All Series use "User Input" Type

Statistics | **Period Coverage** | User Input

Use Lead Time and Service Level as Shown

Use New Settings:

Lead Time: Service Level: %

Calculate

Description	SS Type	SS Lead Time	Target Service Level	Actual Service Level	2007-06	2007-07	2007-08	2007-09	2007-10
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OK Save Cancel

2. In Step 1 area of the window, select either the Select in Series or Scenario.
3. Choose the Scenario you want to view.
4. Click Show Data.

The data for that scenario displays.

Description	SS Type	SS Lead Time	Target Service Level	Actual Service Level	2007-06	2007-07	2007-08	2007-09	2007-10
[1080] [Location1]	C	6.00	76.00	50.00	0	3	325	9	5
[1080] [Location2]	C	6.00	76.00	50.00	0	24	37	41	32
[1080] [Location3]	C	6.00	76.00	50.00	0	267	1,048	1,059	766
[1080] [Location4]	C	6.00	76.00	50.00	0	11	43	33	24
[1080] [Location5]	C	6.00	76.00	50.00	0	2	2	2	2
[1089] [Location1]	C	2.00	90.00	50.00	0	13	18	36	21
[1089] [Location2]	C	2.00	90.00	50.00	0	24	37	41	32
[1089] [Location3]	C	-1.00	-1.00	50.00	0	267	1,048	1,059	766
[1089] [Location4]	C	-1.00	-1.00	50.00	0	0	0	0	0
[1089] [Location5]	C	-1.00	-1.00	50.00	0	2	2	2	2
[1352] [Location1]	C	6.00	76.00	50.00	0	2	2	2	2
[1352] [Location2]	C	6.00	76.00	50.00	0	2	2	2	2
[1352] [Location3]	C	6.00	76.00	50.00	0	2	2	2	2
[1352] [Location4]	C	6.00	76.00	50.00	0	3	3	4	3
[1352] [Location5]	C	6.00	76.00	50.00	0	24	28	31	24
[2352] [Location1]	C	-1.00	-1.00	50.00	0	2	2	2	2
[2352] [Location2]	C	-1.00	-1.00	50.00	0	2	2	2	2
[2352] [Location3]	C	-1.00	-1.00	50.00	0	2	2	2	2
[2352] [Location4]	C	-1.00	-1.00	50.00	0	3	3	4	3
[2352] [Location5]	C	-1.00	-1.00	50.00	0	24	28	31	24

- In Step 2 area of the window, select the Safety Stock Type Option you want to view. The table below details each option.

Option	Description
Use Settings as Shown	The existing settings are used.
All Series use "Statistics" Type	Statistic Safety Stocks are used.
All Series use "Period Coverage" Type	Period Coverage Safety Stocks are used.
All Series use "User Input" Type	Internal Safety Stocks are used.

Note: *Depending upon how your System Administrator configured the entity, you may be unable to view certain Safety Stock Type Options other than the default settings.*

- Depending upon which option you selected, the tabs to the right of the Safety Stock Options selections are activated. For example, if you selected Statistics Type, the Statistics tab is activated.
- Select the Safety Stock Option you want to use. Make any changes needed and click on Calculate.

The data is then updated based upon the criteria you chose.
- To view a different set of calculations, select different options in Step 1 and Step 2 in the Safety Stock Calculator window and click OK.

The calculations depict the Safety Stock Type, Safety Stock Lead Time, Target Service Level, and Actual Service Level for each period in the columns. The table below details each feature.

Feature	Description
Safety Stock Type	Statistics, Coverage or Internal.

Feature	Description
Safety Stock Lead Time	Number of periods inventory needs to cover.
Target Service Level	Percentage goal for how likely Safety Stock will be able to cover demand.
Actual Service Level	Calculated percentage for how likely Safety Stock will be able to cover demand.

Note: *If you want to have a backup copy of Safety Stock calculations, check the Reload from Database check box at the top-right of the window.*

9. Click OK to close the window.

Index

A

Admin Tool 13

C

Customize DRP 15

D

Demand Type 17
DRP calculation 18
DRP End Date 17
DRP Start Date 17

I

IM Tool 12
Input BOM Information 13, 23
Input Daily Detail 13, 21
Input PO UOM 14
Inventory Management Too 12

M

min/max Replenishment Type 19
Multiple Level 20

P

PO Launcher 14

R

Replenishment Type 16
Revision History 11
RUN DRP 16
Run DRP 13
Run DRP in Level 13, 19

S

Safety Stock 14, 17
Single Level 19

V

View Action Message 14
View Daily DRP Output 14

